



**City of Neenah**  
**COMMON COUNCIL AGENDA**  
**Wednesday, May 17, 2023 - 7:00pm**  
**Neenah City Hall – 211 Walnut Street**  
**Council Chambers**

- I. Roll Call and Pledge of Allegiance
- II. Introduction and Confirmation of Mayor's Appointment(s)
  - A. Reappoint Amy Van Straten as FVTC Representative and Jon Joch as NJSD Representative to the Joint Review Board for a one-year term to expire April 2024.
  - B. Reappoint Mike Faulks to the Joint Review Board for a three-year term to expire April 2026.
  - C. Reappoint Patricia Rickman, Carol Codner, Michael Koller, and Jennifer McMahon to the Library Board for a three-year term to expire May 2026.
  - D. Reappoint Carol Codner to the Library Board Finance & Personnel Committee for a three-year term expiring April 2026.
  - E. Appoint Peter Allen to the Board of Appeals for a two-year term to expire January 2025.
  - F. **(UC)**
  - G. Swearing in
- III. Approval of Council Proceedings
  - A. Approval of the Council Proceedings of May 3, 2023 regular session. **(UC)**
- IV. Public Forum
  - A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
- V. Mayor/Council consideration of public forum issues
- VI. Consent Agenda
  - A. Approve Temporary Class "B" Retailers License to Bergstrom Mahler Museum of Art, 165 N. Park Avenue for Art After Dark to be held on June 22, 2023, from 6:00 PM to 9:30 PM. **(PSSC)**
  - B. Approve Street Use Permit for the Bergstrom Mahler Museum Art After Dark, sponsored by Bergstrom Mahler Museum, 165 N. Park Avenue, to be held on June 22, 2023, from 6:00 PM to 9:30 PM. **(PSSC)**
  - C. Approve Street Use Permit for the Neenah High School Graduation Parade, sponsored by the Neenah Joint School District, 410 S. Commercial Street, to be held on May 24, 2023, from 9:00 AM to 10:00 AM. **(PSSC)**
  - D. Approve Street Use Permit for the Barrel 41 HAKAS, sponsored by Barrel 41 Brewing Company, 1132 S. Commercial Street, to be held on June 2, 2023, and June 3, 2023, from 5:00 PM to 10:00 PM. **(PSSC)**
  - E. Approve Street Use Permit for Race the Lake, sponsored by Dutrurun Foundation, to be held on August 20, 2023, from 7:00 AM to 10:00 AM contingent upon Dutrurun Foundation providing a valid non-profit certificate. **(PSSC)**
  - F. **(UC)**

VII. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of May 9, 2023: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
  - 1. Committee recommends Council approve an amendment to the 2023 Capital Improvement Budget in the amount of \$543,600.00 for additional street resurfacing on Hunt Avenue (Harrison to Cecil), Fairwood Drive (W. Terminus to Harrison), Brookwood Drive (Hunt to Fairwood), and Oakridge Road (Tullar to concrete pavement). (Requires 2/3 Vote) **(RollCall-Pro)**
- B. Regular Finance and Personnel Committee meeting of May 8, 2023: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the City web site)
  - 1. No report, meeting cancelled.

VIII. Reports of special committees and liaisons and various special projects committees

- A. Regular Plan Commission meeting of May 9, 2023: (Council Rep Steiner) (Minutes can be found on the City web site)
  - 1. No report, meeting cancelled.
- B. Board of Public Works meeting of May 9, 2023: (Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
  - 1. Information Only Items:
    - a) The Board approved Pay Request No.1, Contract 1-23, Sanitary Sewer, Water Main and Street Construction on Burr Avenue, Chestnut Street, Dickehoff Street and Laudan Boulevard, to Don E. Parker Excavating, in the amount of \$431,668.54.
    - b) The Board approved Pay Request No.1, Contract 5-23, Street Construction, Curb & Gutter, Sidewalks and Apron Installation in Arthur Plat, Cardinal Plat, Integrity Acres, 1<sup>st</sup> Addition to Integrity Acres, and Liberty Heights Subdivisions to MCC, Inc., in the amount of \$118,891.55.
    - c) The Board approved Pay Request No.1, Contract 6-23, Sanitary and Storm Sewer, Water Main and Street Construction on Columbian Avenue to Donald Hietpas & Sons, Inc., in the amount of \$316,822.32.
    - d) The Board approved Pay Request No. 4, Arrowhead Park Phase 2B Pier to Lunda Construction Company, Black River Falls, WI in the amount of \$50,527.65 for work completed through April 30, 2023 utilizing approved budgeted 2021 CIP Carry Forward Funds.
  - 2. Council Action Items:
    - a) The Board recommends Council award Contract 7-23, Sanitary and Storm Sewer, Water Main and Street Construction on High Street and River Street, to Carl Bowers & Sons Construction Inc., in the amount of \$442,925.00. **(RollCall-Pro)**
- C. Reports on neighborhood groups.
  - 1. Business Improvement District Board (BID Board) – Alderperson Skyrms
- D. Library Board
  - 1. Report from the Library Board – Alderperson Erickson
- E. Neenah Arts Council
  - 1. Report from the Neenah Arts Council – Alderperson Erickson
- F. Landmarks Commission

1. Report from the Landmarks Commission – Alderperson Weber

IX. Presentation of petitions

- A. Any other petition received by the City Clerk's Office after distribution of the agenda.

X. Council Directives

XI. Unfinished Business

XII. New Business

- A. Arrowhead Park Development Status Report. (Ald. Hillstrom)  
B. Any announcements/questions that may legally come before the Council.

XIII. Adjournment

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

**Common Council Proceedings**  
**Wednesday, May 3, 2023—7:00 p.m.**

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., May 3, 2023, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Alderpersons Boyette, Erickson, Hillstrom, Lendrum, Steiner, Stevenson, Skeyrms, Weber, and Borchardt. Staff present Director of Finance Rasmussen, Deputy Director of Community Development & Assessment Schmidt, Engineer Merten, City Attorney Rashid, and City Clerk Nagel.

Also Present: Deputy Director of Finance Andy Kahl, Recreation Supervisor Schott, Recreation Superintendent Kluge, Fire Chief Kloehn, Deputy Fire Chief of Operations Krueger, Assistant Fire Chief Dorn, Assistant Fire Chief Peglow, Fire Management Assistant Ellis, Police Chief Olson, Assistant Police Chief Bernice, Police Captain Van Sambeek, Police Officer Streubel, Police Records Clerk Krueger, Director of Human Resources and Safety Fairchild, Director of Information System Wenninger, Jeff Stromeyer of the Public Works Department.

Mayor Lang called the meeting to order at 7:00 p.m.

- I. The Mayor/Alderpersons recorded their attendance on the RollCall-Pro System as the Clerk called the roll. Alderperson Weber led the Pledge of Allegiance.
  
- II. Introduction and Confirmation of Mayor's Appointment(s)
  - A. Appoint Jacy Park to the Neenah Arts Council for a three-year term expiring April 2026. **(UC)**
  - B. Re-appoint Robert Wedge and Gail Dolan as members of the Board of Appeals for a three-year term expiring January 2026.
  - C. Appoint Jim Hemes as a member of the Board of Appeals for a three-year term expiring January 2026.  
**There being no objections, the Mayoral appointments were ordered approved by unanimous consent.**
  
- III. Approval of Council Proceedings
  - A. Approval of the Council Proceedings of April 18, 2023 organizational and regular session. **(UC)**  
**There being no objections, the Council Proceedings of April 18, 2023 was ordered approved as written by unanimous consent.**
  
- IV. Reports of standing committees
  - A. Regular Public Services and Safety Committee meeting of April 25, 2023: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
    1. Committee recommends Council approve Ordinance 2023-07 to modify the Neenah Municipal Code to allow for continuity with state UDC (Uniform Dwelling Code) code. **(RollCall-Pro)**  
**MSRCP Lendrum/Hillstrom to approve as recommended by committee, all voting aye.**
    2. Committee recommends Council approve enter into a contract with MSA Professional Services for their proposal to provide Phase II Hazardous Materials Investigation for the 2025 S. Commercial Street reconstruction project. **(RollCall-Pro)**  
**MSRCP Lendrum/Weber to approve as recommended by committee, all voting aye.**

- B. Regular Finance and Personnel Committee meeting of April 24, 2023: (Chairperson Erickson/Vice Chairperson Skeyrms) (Minutes can be found on the City web site)
1. Committee recommends Council approve the proposed "Social Media" policy for use by all departments of the City which host and administer any social media platforms. **(RollCall-Pro)**  
**MSRCP Erickson/Borchardt to approve as recommended by committee, all voting aye.**
  2. Committee recommends Council approve to expend up to \$38,000 to replace the UPS unit in the data center and lower the UPS units and accessories in data closets throughout the city. The data center unit will be purchased from Access, Inc. and the lower end units/accessories from various current sources providing the lowest cost. Funding for this purchase was approved in Information Systems 2023 Capital Equipment Budget. **(RollCall-Pro)**  
**MSRCP Erickson/Steiner to approve as recommended by committee, all voting aye.**
  3. Committee recommends Council approve the proposed "Use of Technology and Communications Systems" policy. **(RollCall-Pro)**  
**MSRCP Erickson/Skeyrms to approve as recommended by committee, all voting aye.**
  4. Committee recommends Council approve the First Addition to The Homes at Freedom Meadows Subdivision Development Agreement. **(Action of this item will take place under Board of Public Works)**
- V. Reports of special committees and liaisons and various special projects committees
- A. Regular Plan Commission meeting of April 25, 2023: (Council Rep Steiner) (Minutes can be found on the city web site)
  - B. be found on the city web site)
    1. Council Action Items:
      - a. The Board recommends Council approve the Development Agreement for First Addition to The Homes at Freedom Meadows Subdivision. **(RollCall-Pro)**  
**MSRCP Hillstrom/Boyette to approve as recommended by committee, all voting aye.**
- VI. Adjournment  
**Motion by Stevenson/Borchardt to adjourn, all voting aye. Meeting adjourned at 7:48 PM.**

Respectfully submitted,



Charlotte Nagel, City Clerk

**Common Council Minutes**  
**Wednesday, May 3, 2023—7:00 p.m.**

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., May 3, 2023, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Alderpersons Boyette, Erickson, Hillstrom, Lendrum, Steiner, Stevenson, Skyrms, Weber, and Borchardt. Staff present Director of Finance Rasmussen, Deputy Director of Community Development & Assessment Schmidt, Engineer Merten, City Attorney Rashid, and City Clerk Nagel.

Also Present: Deputy Director of Finance Andy Kahl, Recreation Supervisor Schott, Recreation Superintendent Kluge, Fire Chief Kloehn, Deputy Fire Chief of Operations Krueger, Assistant Fire Chief Dorn, Assistant Fire Chief Peglow, Fire Management Assistant Ellis, Police Chief Olson, Assistant Police Chief Bernice, Police Captain Van Sambeek, Police Officer Streubel, Police Records Clerk Krueger, Director of Human Resources and Safety Fairchild, Director of Information System Wenninger, Jeff Stromeyer of the Public Works Department.

Mayor Lang called the meeting to order at 7:00 p.m.

- I. The Mayor/Alderpersons recorded their attendance on the RollCall-Pro System as the Clerk called the roll. Alderperson Weber led the Pledge of Allegiance.

**PRESENTATION OF EMPLOYEE RECOGNITION AWARDS**

Mayor Lang and Director Fairchild presented the employee recognition awards for 25 and 35 Years of Service. Mayor Lang and City Directors presented the 2022 Exemplary Performance Awards to the recipients. Retirements were also recognized by Mayor Lang.

**PROCLAMATION OF MAY 13, 2023 AS LETTER CARRIERS' STAMP OUT HUNGER FOOD DRIVE DAY.**

Mayor Lang read the proclamation aloud.

- II. Introduction and Confirmation of Mayor's Appointment(s)
  - A. Appoint Jacy Park to the Neenah Arts Council for a three-year term expiring April 2026. **(UC)**
  - B. Re-appoint Robert Wedge and Gail Dolan as members of the Board of Appeals for a three-year term expiring January 2026.
  - C. Appoint Jim Hemes as a member of the Board of Appeals for a three-year term expiring January 2026.
  - D. Swearing in  
**There being no objections, the Mayoral appointments were ordered approved by unanimous consent.**
- III. Approval of Council Proceedings
  - A. Approval of the Council Proceedings of April 18, 2023 organizational and regular session. **(UC)**  
**There being no objections, the Council Proceedings of April 18, 2023 was ordered approved as written by unanimous consent.**
- IV. Public Forum
  - A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.  
Mayor Lang opened the Public Forum at 7:28 PM. Seeing no appearances, Mayor Lang closed the public forum at 7:29 PM.

V. Mayor/Council consideration of public forum issues - None

VI. Consent Agenda - None

VII. Reports of standing committees

A. Regular Public Services and Safety Committee meeting of April 25, 2023: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)

1. Committee recommends Council approve Ordinance 2023-07 to modify the Neenah Municipal Code to allow for continuity with state UDC (Uniform Dwelling Code) code. **(RollCall-Pro)**

**MSRCP Lendrum/Hillstrom to approve as recommended by committee, all voting aye.**

Discussion: Director Schmidt clarified the current city ordinance was compared to state statute for continuity. Some of the state departments listed within the current ordinance are no longer in existence. Therefore, most of the amendments in the proposed ordinance are in reference to correcting the state departments.

2. Committee recommends Council approve enter into a contract with MSA Professional Services for their proposal to provide Phase II Hazardous Materials Investigation for the 2025 S. Commercial Street reconstruction project. **(RollCall-Pro)**

**MSRCP Lendrum/Weber to approve as recommended by committee, all voting aye.**

Discussion: Engineer Merten advised this is a second part to the review that is required for the upcoming South Commercial Street Reconstruction Project. As part of the initial assessment, it was discovered that there is a possibility of potentially finding known contamination sites along the Commercial Street corridor. As part of this assessment process, it was recommended to continue with a second phase investigation by sampling soils to identify potential contamination areas. The purpose of the Phase 2 Investigation is to develop a disposal plan should contamination materials be discovered during the project work. The sampling investigation encompasses the entire project area which is South Commercial Street from Tyler Street to Stanley Street.

It is important to note that the scope of work being proposed was included in the original scope of work for the South Commercial Street Reconstruction Project and is being funded by funds identified through the South Commercial Street Reconstruction Project approval process.

B. Regular Finance and Personnel Committee meeting of April 24, 2023: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the City web site)

1. Committee recommends Council approve the proposed "Social Media" policy for use by all departments of the City which host and administer any social media platforms. **(RollCall-Pro)**

**MSRCP Erickson/Borchardt to approve as recommended by committee, all voting aye.**

No discussion.

2. Committee recommends Council approve to expend up to \$38,000 to replace the UPS unit in the data center and lower the UPS units and accessories in data closets

throughout the city. The data center unit will be purchased from Access, Inc. and the lower end units/accessories from various current sources providing the lowest cost. Funding for this purchase was approved in Information Systems 2023 Capital Equipment Budget. **(RollCall-Pro)**

**MSRCP Erickson/Steiner to approve as recommended by committee, all voting aye.**

No discussion.

3. Committee recommends Council approve the proposed "Use of Technology and Communications Systems" policy. **(RollCall-Pro)**

**MSRCP Erickson/Skyrms to approve as recommended by committee, all voting aye.**

No discussion.

4. Committee recommends Council approve the First Addition to The Homes at Freedom Meadows Subdivision Development Agreement. **(Action of this item will take place under Board of Public Works)**

VIII. Reports of special committees and liaisons and various special projects committees

- A. Regular Plan Commission meeting of April 25, 2023: (Council Rep Steiner) (Minutes can be found on the city web site)

1. Information Only Item:

- a. The Commission approved a 2 lot CSM (Certified Survey Map) for the property located at 1495 Breezewood Lane subject to the CSM review letter.

- B. Board of Public Works meeting of April 25, 2023: (Vice Chairperson Hillstrom) (Minutes can be found on the city web site)

1. Council Action Items:

- a. The Board recommends Council approve the Development Agreement for First Addition to The Homes at Freedom Meadows Subdivision. **(RollCall-Pro)**

**MSRCP Hillstrom/Boyette to approve as recommended by committee, all voting aye.**

Discussion: The Council wanted to make sure there was an escrow system in place for the installation of the final streets and sidewalks within the document. Director Schmidt advised this developer's agreement does include language for an escrow to be established. The challenge with the escrow is that it is based on Public Works best pricing at the time of establishment. Most of the time, the final streets and sidewalks are not installed for some years and the costs increase each year the installation is delayed causing a deficit in funding. The agreement indicates that any differences in costs can be assessed to the property owners. The challenge is trying to understand what the future costs will be when the final streets and sidewalks are installed. Typically, by the time the final street mat is put on, the developer is long gone and there is no avenue to recoup the money except through either assessments or out of the levy. According to the agreement, the escrow must be used within eight years.

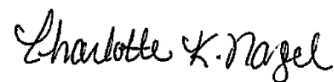
In the past, developers were issued a letter of credit; the city has since replaced letters of credit with the escrow process to alleviate past issues with final installation of streets and sidewalks.

To paraphrase the process: an escrow is established, years go by, the developer is gone, and any costs above escrow amounts for the final street and sidewalk installation is either assessed to the property owners or Council can decide to pay for it out of the tax levy. In this agreement, with regard to the two-inch mat, the agreement allows for the gap to be funded by the developer. There is also a provision that if there is escrow money left over, the city will reimburse the developer the remainder of the funds.

There was discussion on installing sidewalks sooner rather than later. Sidewalks can be installed by the developer as they see fit. Meaning, if there is a contractor that can install sidewalks quicker at a lower cost, than the developer can have that contractor install the sidewalks instead of waiting for the final street installation. Another option is that sidewalks can be installed as houses are completed. Some developers prefer this option because it helps set the grades. Sidewalks can also be installed when the final road mat is laid. There are some options available for installing sidewalks. Some developers want the sidewalks in as soon as possible as it aids in marketing.

- C. Library Board
  - 1. Report from the Library Board – Alderperson Erickson
    - a. Reporting from the April 19, 2023 Library Board Meeting
    - b. The second-floor carpeting is installed, the furniture has been placed, and the second floor looks great.
    - c. Neenah Joint School District K-12 Art Exhibit is open at the library.
- D. Sustainable Neenah Committee
  - 1. Report from the Sustainable Neenah Committee – Alderperson Lendrum
    - a. No report.
- IX. Presentation of petitions
  - A. Any other petition received by the City Clerk’s Office after distribution of the agenda - None.
- X. Council Directives - None.
- XI. Unfinished Business
  - None.
- XII. New Business
  - A. City Attorney Rashid distributed an article from the League of Wisconsin Municipalities magazine titled, “Government Use of Social Media” for background information. Attorney Rashid reported that the policy approved tonight is consistent with the article.
- XIII. Adjournment
  - Motion by Stevenson/Borchardt to adjourn, all voting aye. Meeting adjourned at 7:48 PM.**

Respectfully submitted,



Charlotte Nagel, City Clerk

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES**  
**Tuesday, May 9, 2023, 6:30 PM**

**Present:** Alderpersons Borchardt, Hillstrom, Lendrum, and Stevenson

**Excused: Alderperson Weber**

**Also Present:** Mayor Lang, Police Chief Olson, Public Works Engineer Eckhart, Traffic Engineer Merten, City Clerk Nagel, and Public Works Office Manager Mroczkowski

Public Appearances:

**NONE**

Approval of Minutes of the Meeting of April 25, 2023

**Motion/Second/Carried by Hillstrom/Borchardt to approve the minutes of the Meeting of April 25, 2023.** All voting aye.

S. Commercial Street Property Access Discussion

Traffic Engineer Merten reviewed his memo of May 5, 2023, regarding the South Commercial Street Construction project property driveway accesses. He stated that staff has identified approximately 30 properties along this corridor that have a potential safety hazard with the location of the driveways. He stated that staff proposes to have conversations with all the identified property owners to mitigate safety concerns through voluntary concessions from the property owners. Traffic Engineer Merten stated that in several cases, driveway removal and relocations can improve internal site flow, increase parking supply, and enhance curb appeal.

Alderperson Borchardt asked Traffic Engineer Merten if it is the intent to have one driveway for egress and ingress. Traffic Engineer Merten stated that would be ideal, but staff is not opposed to two driveway accesses. He stated that it would depend on the site situation.

Alderperson Borchardt stated that he wants to make sure that the flow of traffic on the sites are not affected and the businesses are not inconvenienced.

Alderperson Hillstrom asked about the city owned properties and if a driveway will be put in. Traffic Engineer Merten stated that the plan would be to eliminate the driveways. He stated a curb cut would be done when the properties are developed.

Traffic Engineer Merten stated that this is an informational item and there is no action required from the committee.

Alderperson Lendrum stated that she would like to have feedback from staff as the conversations with the property owners take place.

Public Works 2023 Capital Improvement Program Amendment Request

Public Works Engineer Eckhart stated that our 2023 street construction projects bids have come in lower than expected. He stated that Director Kaiser is requesting to use some of the remaining capital funds to complete other street projects that have been identified in the 2023-2027 Capital Improvement Program.

Public Works Engineer Eckhart stated that the streets being considered are Hunt Avenue (Harrison to Cecil), Fairwood Drive (W. Terminus to Harrison), Brookwood Drive (Hunt to Fairwood), and Oakridge Road (Tullar to concrete).

Aldersperson Stevenson asked what the total contracted amount was that generated the excess funds. PW Engineer Eckhart stated the amount was \$10.1 million.

Aldersperson Borchardt stated that Director Kaiser informed us at budget time last year that he would be including a 5% to 6% buffer for each project because of not knowing where the economy would be at the time of bidding these projects.

Aldersperson Stevenson stated that CIP amendment request do not go through the same vetting and debate as other capital projects.

Aldersperson Lendrum asked if these streets are planned to be done in the next couple of years.

Public Works Engineer Eckhart stated that Director Kaiser chose streets that did not have major sanitary sewer and water utility work.

The Committee discussed further the Paser ratings of the selected streets, where the streets fall into the future CIP, the use of the Paser ratings when putting together the CIP, the condition of Oakridge Road compared to Hawthorne Street, and if any curbs will be getting replaced on these proposed streets.

Report

**Following Discussion: Motion/Second/Carried by Stevenson/Borchardt to recommend Council approve an amendment to the 2023 Capital Improvement Budget in the amount of \$543,600.00 for additional street resurfacing on Hunt Avenue (Harrison to Cecil), Fairwood Drive (W. Terminus to Harrison), Brookwood Drive (Hunt to Fairwood), and Oakridge Road (Tullar to concrete pavement). All voting aye.**

C.A.

Bergstrom Mahler Museum of Glass-Art After Dark Temporary Class "B" License

**Following Discussion: Motion/Second/Carried by Stevenson/Hillstrom to recommend Council approve the Temporary, Class "B" Retailers License to the Bergstrom Mahler Museum of Art, 165 N. Park Ave, for Art After Dark, to be held on June 22, 2023. All voting aye.**

Neenah High School Graduation Parade

City Clerk Nagel stated that it will be the same route as last year. She stated that the only difference in this year's application is the request for fireworks. She stated that the Fire Department is reviewing the application.

C.A.

**Following Discussion: Motion/Second/Carried by Borchardt/Stevenson to recommend Council approve the Street Use Permit for the Neenah High School Graduation Parade, sponsored by the Neenah Joint School District, 410 S. Commercial Street, to be held on May 24, 2023, from 9:00 AM to 10:00 AM. All voting aye.**

Barrel 41 HAKAS

C.A.

**Following Discussion: Motion/Second/Carried by Borchardt/Hillstrom to recommend Council approve the Street Use Permit for the Barrel 41 HAKAS, sponsored by Barrel 41 Brewing Company, 1132 S. Commercial Street, to be held on June 2, 2023, and June 3, 2023, from 5:00 PM to 10:15 PM. All voting aye.**

Bergstrom Mahler Museum of Glass-Art After Dark

C.A.

**Following Discussion: Motion/Second/Carried by Stevenson/Borchardt to recommend Council approve the Street Use Permit for the Bergstrom Mahler Museum Art After Dark, sponsored by Bergstrom Mahler Museum, 165 N. Park Avenue, to be held on June 22, 2023, from 6:00 PM to 9:30 PM. All voting aye.**

Race the Lake

The Committee discussed the organizations Non-Profit status.

C.A.

**Following Discussion: Motion/Second/Carried by Stevenson/Borchardt to recommend Council approve the Street Use Permit for Race the Lake, sponsored by Dutrirun Foundation, to be held on August 20, 2023, from 7:00 AM to 10:00 AM contingent upon Dutrirun Foundation providing a valid non-profit certificate. All voting aye.**

Public Works General Construction and Department Activity Report

- 1) Contract 7-21 (Harrison Pond): Storm and sanitary sewer work is complete, and the pond is functioning. Engineer Kummerow met with the contractor to review the final pieces of the water feature construction. We are also working through the installation for the electric service.
- 2) Contracts 11-22A and 11-22B (Lead service line replacement): Work is substantially complete. Restoration will be finished later this year.

- 3) Contract 1-23 (Chestnut, Burr, Dieckhoff, Laudan Utility and Street Construction): Sewer lateral/water service pulling is about 55% complete. Sewer main installation is about 85% complete. Water main installation is projected to be complete the week of May 8.
- 4) Contract 2-23 (Charles, Hughes, Memorial, Patrick, Brantwood Dr/Ct Utility and Street): The contractor is installing water main on Brantwood Drive.
- 5) Contract 3-23 (Concrete Pavement/Sidewalk Repair): The contract has been awarded to Al Dix Concrete, Inc. Work is tentatively set to start in late June. A letter is being prepared to send to N. Park Avenue properties that have landscaping affected by the sidewalk installation.
- 6) Contract 4-23 (Asphalt Repairs): The contract was awarded to MCC, Inc. A work schedule has not been set.
- 7) Contract 5-23 (New Subdivision Street Construction):
  - a) Arthur Plat: Curb/gutter and driveway apron installation is complete. Landscaping is set to start the end of the week of May 1.
  - b) Cardinal Plat: Curb/gutter and driveway apron installation is complete. Sidewalk installation is scheduled to be complete around May 5.
  - c) Integrity Acres: Curb/gutter installation is complete. Driveway apron installation is ongoing. Sidewalk installation will start next week. About 1/3 of the property owners have elected to have a different contractor pour their aprons.
  - d) Liberty Heights: The contractor is scheduled to pulverize pavement on May 19 and start preparation for curb/gutter installation immediately afterward.
- 8) Contract 6-23 (Columbian Av Utility and Street Construction): Utilities should be complete by the end of the week of May 8. Private-side sewer lateral and water service installation is scheduled to start the week of May 15.
- 9) Contract 7-23 (High, River Utility and Street Construction): Bids were opened on May 3. The Board of Public Works will make an award recommendation at their meeting on May 9.
- 10) Contract 9-23 (Epoxy Pavement Marking): The project was awarded to Century Fence. A work schedule has not been set. The primary work areas are the roundabouts at Breezewood / Gillingham, Bell / Harrison, Winneconne / Green Bay, Winneconne / Lake, Green Bay / Festival, and Green Bay / Fox Point along with mainline work on Bayview Road and S. Lake Street.
- 11) Contract 10-23 (Parking Lot, Temporary Asphalt Street Construction): The project bid has been awarded to NEA. A schedule has not been set.
- 12) The annual recycling report is being prepared for submittal to WDNR.
- 13) Industrial Park Expansion: Staff is soliciting proposals for a traffic impact analysis to review the impacts of two projects being proposed in the area of the industrial park expansion.

- 14) Parking Management Software: The weekend of May 6 - 7 is the scheduled date for cutover from our current NuPark parking software to the T2 parking management platform.

Traffic Engineer Merten stated that the conversion from NuPark to T2 has been completed. He stated that there some kinks that are being worked out, but overall, the conversion went well.

Alderpersion Lendrum stated that she would like a report back in two months as to how the new system is working.

- 15) E-Waste: The electronic waste event at the Tullar Garage is scheduled for May 20. RecycleThatStuff will manage the event again.

Announcements/Future Agenda Items

None

**Adjournment: Motion/Second/Carried Hillstrom/Stevenson to adjourn at 7:50 PM.**

All voting aye.

Respectfully submitted,



Lisa Mroczkowski  
Public Works Office Manager

# Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$10.00

Application Date: 04/21/2023

Town  Village  City of Neenah

County of Winnebago

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.  
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 06/22/2023 and ending 06/22/2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

- 1. Organization** (check appropriate box) →  Bona fide Club  Church  Lodge/Society  
 Veteran's Organization  Fair Association or Agricultural Society  
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Bergstrom-Mahler Museum of Glass

(b) Address 165 North Park Ave. Neenah, WI 54956

(Street)

Town  Village  City

(c) Date organized 04/05/1959

(d) If corporation, give date of incorporation 04/05/1959

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Walt Koskinen 165 North Park Ave., Neenah, WI 54956

Vice President \_\_\_\_\_

Secretary Amy Pietsch 165 North Park Ave., Neenah, WI 54956

Treasurer Kathleen A. Brost 165 North Park Ave., Neenah, WI 54956

(g) Name and address of manager or person in charge of affair: John Timmer Assistant Director 165 North Park Ave., Neenah, WI

## 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 165 North Park Ave., Neenah, WI 54956

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Do premises occupy all or part of building? Yes

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: All museum property.

## 3. Name of Event

(a) List name of the event Art After Dark Happy 150th Birthday Neenah

(b) Dates of event 04/21/2023

(c) Does this event require a Special Event Permit Application? Yes

### DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer John Timmer 4/21/2023  
(Signature / Date)

Bergstrom-Mahler Museum of Glass  
(Name of Organization)

Date Filed with Clerk 04/21/2023

Date Reported to Council or Board 05/17/2023

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_



# Special Event Permit Application City of Neenah

**Submitted On:**

Apr 21, 2023, 04:35PM CDT

## EVENT INFORMATION

**Please Check the Name of  
Event**

Bergstrom-Mahler Museum of Glass Art After Dark

## Type of Event

### Participant Waiver Forms

Any waivers of liability signed by participants of the event must also include the City of Neenah (using the same language as for the liability insurance certificate)

**Please Chose One**

Festival/Concert/Exhibition

**List the event activities to take  
place**

Celebrate 150 years of Neenah, Wisconsin, home of YOUR museum! Take in the stunning art in our galleries while you enjoy live music from Got Wisco, games, crafts, refreshments, and fun along beautiful Lake Winnebago. Enjoy an Anniversary Beer from Barrel 41 and Lions Tail Brewing Co. Stop for a meal at one of our food trucks: Inferno Heat Hibachi, Papa Johns Pizza, Los Tres Manantiales, Street Grub and Kona Ice. Our galleries and shop will be open late.

## Event Date and Time

**Please indicate day(s) of the  
event**

Thursday

**Event Date (Thursday)**

JUNE 22, 2023

**Start and End Time of Thursday  
Event (Ex. 7:00 AM to 5:00 PM)**

6:00 PM to 9:30 PM

**Set up time needed prior to  
event**

3 Hours

**Clean up time needed post  
event**

2 Hours

**Other pertinent information**

## Attendance

**Anticipated event attendance**

100-500

# Location

**The event will be located where? (Chose all that apply)**

The museum's front and lake lawns and part the driveway.

## Property Notification Letter

If event will be closing any street/sidewalk/trail, adjacent or enclosed properties must be notified by the applicant five weekdays in advance of the event. A copy of the notification must be submitted and approved by the City Traffic Engineer.

The Notification Letter must include the following:

Name of organization hosting event

Name of Event

Date of Event

Time of Event

State if residents will have access to their property

**Upload site plan here (Please make sure all departments site plan requirements are included. A list was provided on the website.)**

June 2023 Art After Dark map.pdf

**Event location description**

165 North Park Avenue, Neenah, WI 54956

## SOCIAL MEDIA USED TO PROMOTE EVENT

**Please check all that apply**

Facebook  
Instagram  
Webpage

**Event's Facebook Page**

<https://www.facebook.com/bmmglass/>

**Event's Instagram Account**

<https://www.instagram.com/bmmglass/>

**Event's Website URL**

<https://bmmglass.com/>

## ORGANIZATION INFORMATION

**Name of Organization**

Bergstrom-Mahler Museum of Glass

**Organization Address**

165 N Park Avenue, Neenah WI 54956

<b>Daytime Phone Number</b>	920 751-4658
-----------------------------	--------------

**Nonprofit event sponsors exempt from taxation under Internal Revenue Code Statute 501(c) shall reimburse a portion of the City's cost. See Municipal code [14-129\(g\)\(4\)](#) for details.**

<b>Is this Organization a 501(c) Non-Profit</b>	Yes
<b>Provide Current 501(c) Certificate</b>	Tax Exempt Letter - 501(c)(3).pdf 2021 Wsconsin Certificate of Exemption.pdf

## APPLICANT INFORMATION

<b>Applicant Name</b>	<b>First Name:</b> John <b>Last Name:</b> Timmer
<b>Daytime Phone Number</b>	9207514658
<b>Cell Phone Number</b>	9202161694
<b>Applicant Email</b>	timmer@bmmglass.com

## EVENT COORDINATORS

**Event Coordinators must be on-site during the event to address any issues that may arise. Event Coordinators are responsible for executing the Emergency Response Protocol.**

### Coordinator 1

<b>Name</b>	<b>First Name:</b> John <b>Last Name:</b> Timmer
<b>Daytime Phone Number</b>	9207514658
<b>Cell Phone Number</b>	9202161694
<b>Email</b>	timmer@bmmglass.com
<b>Will you be available at either of these numbers on the day of the event?</b>	Yes

### Coordinator 2

<b>Name</b>	<b>First Name:</b> Amy <b>Last Name:</b> Moorefield
<b>Daytime Phone Number</b>	9207514658

<b>Cell Phone Number</b>	5402047288
<b>Email</b>	moorefield@bmmglass.com
<b>Will you be available at either of these numbers on the day of the event?</b>	Yes

## **PUBLIC SAFETY**

### **EMERGENCY RESPONSE PROTOCOL**

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

[City of Neenah's Emergency Response Protocol](#)

<b>Will you be using the City of Neenah's Emergency Response Protocol</b>	Yes
<b>Will you be providing security for this event? (The Police Department will review all applications and make recommendations)</b>	No
<b>Will you be providing first aid/emergency responders on-site for this event?</b>	No

## **Emergency Communication**

<b>Describe the communication method/equipment that will be used to notify event staff/volunteers of emergencies</b>	Cell Phones Loudspeaker/PA System Social Media
<b>Describe the communication method/equipment that will be used to notify event attendees of emergencies</b>	Cell Phones Loudspeaker/PA System Social Media

Please read the City of Neenah Noise Ordinance to familiarize yourself with the rules and regulations regarding loudspeakers, amplifiers, public address systems, and similar

devices.

## Noise Ordinance

<b>Loudspeaker/PA System location (be specific) (N/A if not applicable)</b>	Northwest corner on lake lawn
<b>Lost child recovery site (be specific) (N/A if not applicable)</b>	Museum front desk
<b>Severe weather shelter(s) (N/A if not applicable)</b>	Museum basement
<b>First aid station(s) (N/A if not applicable)</b>	First aid kits available throughout museum and staff is trained.
<b>Enclosed/Fenced area(s) (N/A if not applicable)</b>	Snow fence along Lakeshore Avenue as shown on map.

## **Equipment/Facilities**

<b>Check all that will apply</b>	Amplified/Loudspeaker/PA System & #40;Non-Emergency Use& #41; Drones Portable Toilets/Wash Stations Stages Tents/Fences/Canopies
----------------------------------	--

Please read the City of Neenah Noise Ordinance to familiarize yourself with the rules and regulations regarding loudspeakers, amplifiers, public address systems, and similar devices.

## Noise Ordinance

<b>Hours of amplified music</b>	6:00PM to 9:30PM
<b>Please describe purpose of Loudspeaker/PA System</b>	Band performance

## **Portable Toilets/ Wash Stations**

<b>Is the location of portable toilets/wash stations on site map</b>	Yes
--	-----

## **Tent/Fences/Canopies**

Drilling of holes in pavement for anchoring of tents, fences and canopies is not permitted in the City of Neenah.

The Neenah-Menasha Fire Department has specific requirements for the use of tents. Please click below to review requirements. Any questions can be directed to the Neenah-Menasha Fire Department at 920-886-6200

[Click here](#)

Are the location(s) of tents/fences/canopies provided on the event site map	Yes
---	-----

## Services

Please check all that apply (FEES MAY APPLY)	N/A
--	-----

## Activities

Check all that will apply	live music, crafts, and games.
---------------------------	--------------------------------

## Concessions

Check all that will apply	Beverage Concessions-Alcohol Food concessions Food Truck(s)
---------------------------	---

If you are interested in having food trucks at the event please contact the Neenah-Menasha Fire Department. (Contact information provided at the end of the application).

Please [click here](#) for Food Truck Requirements

**Having Food & Beverage Concessions, Live Animals, Water Activities (Dunk Tanks/Water Slides), and Portable Toilets/Wash Stations require approval through the Winnebago County Health Department**

**Please contact:**

Winnebago County Health Department  
1112 Otter Street, Oshkosh WI 54901

Environmental Health Specialist Jennifer Bonzelet

Phone: 920-232-3000

Email: [jbonzelet@co.winnebago.wi.us](mailto:jbonzelet@co.winnebago.wi.us)

Website: [Click Here](#)

## LICENSES AND PERMITS

**Will the event be selling beer or wine?** Yes

**Will the event have a bartender serving the alcohol** Yes

### Temporary Class B (Picnic) Fermented Malt Liquor License

The City of Neenah requires license if an event will be serving alcohol. Please fill out the attached form and return with this Special Event Application.

[Guidelines](#)

[Wisconsin Alcohol Beverage & Tobacco Laws for Retailers](#)

[Click Here for Application](#)

**Upload completed Temporary Class "B" Picnic License Here.**

TempClass-B-Packet-WEBSITE-2020-02.pdf

**Please fill out the Temporary Beverage Operators License below.**

**Upload completed Temporary Beverage Operators License Here**

TempClass-B-Packet-WEBSITE-2020-02.pdf

## TRAFFIC CONTROL

**Will the event require traffic control** No

# PARK DEPARTMENT REQUIREMENTS

The application indicated that the event is to be held in a park and or pavillion. Please contact the Parks & Recreation Department to make a reservation.

## Provisions & Terms

### Provisions & Terms

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

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

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

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

## Legal Notice

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

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

#### HOLD HARMLESS INDEMNIFICATION AND DEFENSE

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

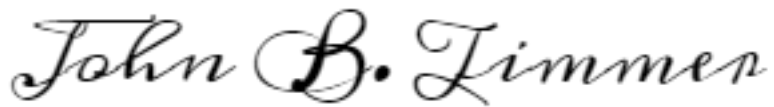
#### Upload Liability Insurance Certificate

ACORD Form 20230302-105741.pdf

## Acknowledgement of Legal Notice

#### Signature Data

First Name: John  
Last Name: Timmer  
Email Address: timmer@bmmglass.com



Signed at: April 21, 2023 4:35pm America/Chicago

## City of Neenah Contact Information

#### Special Event Coordinator

Joni Heinz

Phone: 920-886-6104

Email: jheinz@ci.neenah.wi.us

**Police Department - 2111 Marathon Avenue**

Lieutenant Jon Kuffel

Phone: 920-8866018

Email: jkuffel@ci.neenah.wi.us

**Neenah-Menasha Fire Rescue - 125 E Columbian Avenue**

Adam Dorn, Assitant Chief-Fire Marshall

Phone: 920-886-6204

Email: adorn@nmfire.org

**Clty Clerk Office - 211 Walnut Street**

City Clerk Char Nagel

Phone: 920-886-6110

Email: cnagel@ci.neenah.wi.us

**Winnebago County Health Deparment - 112 Otter St., Oshkosh**

Environmental Health Specialist Jennifer Bonzelet

Phone: 920-232-3000

Email: jbonzelet@co.winnebago.wi.us

**Traffic Department 211 Walnut Street**

Traffic Engineer James Merten

Phone: 920-886-6243

Email: jmerten@ci.neenah.wi.us

**Parks & Recreation Department - 211 Walnut Street**

Parks & Recreation Office

Phone: 920-886-6060

Email: parkrec@ci.neenah.wi.us

**Public Works Department**

Traffic Engineer James Merten

Phone: 920-886-6243

Email: jmerten@ci.neenah.wi.us

# Bergstrom-Mahler Museum of Glass: Art After Dark – West layout

165 N. Park Avenue, Neenah, WI 54956 920-751-4658

S58°53'45"E  
434.68'

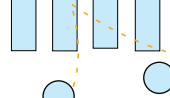
6' STORY SEWER  
FROM PHASE 1 WORK

Food Truck Food Truck Food Truck Food Truck

2 ADA Portables  
and Wash  
Station

Decor Truck

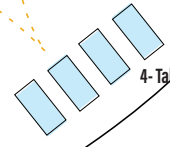
4- Tables



Edison Lights  
4-stand-up tables



4- Tables



Park Avenue

No Parking

No Parking

N31°00'00"E

No Parking

No Parking

No Parking

No Parking

No Parking

No Parking

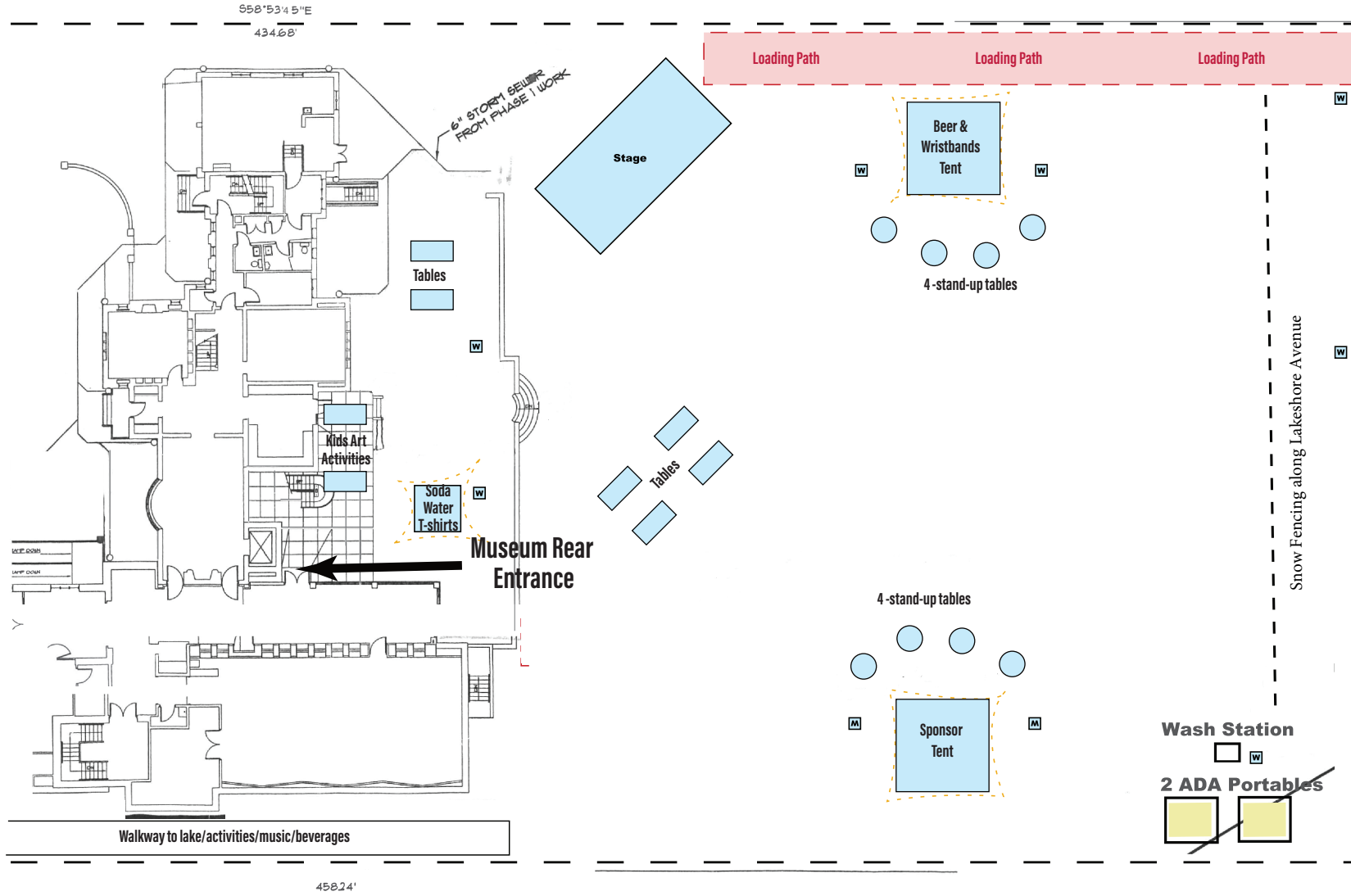
Museum Front  
Entrance

Walkway to lake/activities/music/beverages



# Bergstrom-Mahler Museum of Glass: *Art After Dark* – EAST layout

165 N. Park Avenue, Neenah, WI 54956 920-751-4658



No Parking

No Parking - Unloading Only

No Parking

No Parking

Lakeshore Avenue





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/2/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> R & R Insurance Services, Inc N14 W23900 Stone Ridge Drive  Waukesha WI 53188	<b>CONTACT NAME:</b> Anneliese Jackson <b>PHONE (A/C No. Ext):</b> (262)574-7000 <b>E-MAIL ADDRESS:</b> Liesl.Jackson@rrins.com	<b>FAX (A/C No):</b> (262)574-7080
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Bergstrom-Mahler Museum, Inc. 165 N. Park Avenue  Neenah WI 54956	<b>INSURER A:</b> Affinity NonProfits	
	<b>INSURER B:</b> The Hartford	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	

**COVERAGES**

CERTIFICATE NUMBER: 22-23 Liability

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X		AAPKG10048	12/29/2022	12/29/2023	EACH OCCURRENCE \$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000	
	<input checked="" type="checkbox"/> Blanket AI						MED EXP (Any one person) \$ 25,000	
	<input checked="" type="checkbox"/> Blanket WOS						PERSONAL & ADV INJURY \$ 1,000,000	
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE \$ 2,000,000	
<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							PRODUCTS - COMP/OP AGG \$ 2,000,000	
OTHER:							\$	
A	<b>AUTOMOBILE LIABILITY</b>			AAPKG10048	12/29/2022	12/29/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000	
	<input type="checkbox"/> ANY AUTO						<input type="checkbox"/> SCHEDULED AUTOS	BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						<input checked="" type="checkbox"/> NON-OWNED AUTOS	BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS							PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/>							Uninsured Motorists \$ 1,000,000
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			AAFXS30022	12/29/2022	12/29/2023	EACH OCCURRENCE \$ 4,000,000	
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 4,000,000	
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						\$	
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>	Y/N	N/A	42WECAP5ZVZ	12/29/2022	12/29/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 1,000,000	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000	
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

GLASS Arts Festival, August 11-12, 2023. City of Neenah is included as Additional Insured in regards to General Liability when required by written contract per form above.

**CERTIFICATE HOLDER****CANCELLATION**

City of Neenah 125 E. Columbian Ave. Neenah, WI 54956	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b>  M Prickette/AW767
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ACORD 25 (2014/01)

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INS025 (201401)



# Special Event Permit Application City of Neenah

**Submitted On:**

Apr 21, 2023, 01:18PM CDT

## EVENT INFORMATION

**Please Check the Name of  
Event**

Neenah High School Graduation Parade

## Type of Event

### Participant Waiver Forms

Any waivers of liability signed by participants of the event must also include the City of Neenah (using the same language as for the liability insurance certificate)

**Please Chose One**

Parade/March

**List the event activities to take  
place**

NHS Graduation Parade 05/24/23 9am set up, 11am around NHS and Memorial Park

## Event Date and Time

**Please indicate day(s) of the  
event**

Wednesday

**Event Date (Wednesday)**

05-24-23

**Start and End Time of  
Wednesday Event (Ex. 7:00 AM  
to 5:00 PM)**

9am setup -11am conclusion

**Set up time needed prior to  
event**

1 Hour

**Clean up time needed post  
event**

1 Hour

**Other pertinent information**

Staging at NHS Main P-Lot. Parade will go South on Tullar Rd, West on Apple Blossom Dr., North into Memorial park, North on the park road to the North side of Memorial Park, East through the Memorial Park Parking lot to Tullar Rd, South on Tullar Rd to the Main Parking Lot of NHS.

## Attendance

**Anticipated event attendance**

100-500

# Location

**The event will be located where? (Chose all that apply)**

Street/Sidewalk/Trail

**Please provide the streets/sidewalk/trail that will be affected by the event. (EX: Wisconsin Ave from Church St to Commercial St)**

Staging at NHS Main P-Lot. Parade will go South on Tullar Rd, West on Apple Blossom Dr., North into Memorial park, North on the park road to the North side of Memorial Park, East through the Memorial Park Parking lot to Tullar Rd, South on Tullar Rd to the Main Parking Lot of NHS.

**How will event impede Street/Sidewalk/Trail**

Event closes a street, sidewalk or trail. Public access is not permitted during the event

## Property Notification Letter

If event will be closing any street/sidewalk/trail, adjacent or enclosed properties must be notified by the applicant five weekdays in advance of the event. A copy of the notification must be submitted and approved by the City Traffic Engineer.

The Notification Letter must include the following:

Name of organization hosting event

Name of Event

Date of Event

Time of Event

State if residents will have access to their property

**Upload copy of notification letter here**

NHS PARADE APPLICATION.pdf

**Upload site plan here (Please make sure all departments site plan requirements are included. A list was provided on the website.)**

NHS PARADE MAP 2023.pdf  
NHS PARADE APPLICATION.pdf

**Event location description**

NHS Graduation Parade 05/24/23 9am set up, 11am around NHS and Memorial Park

## SOCIAL MEDIA USED TO PROMOTE EVENT

**Please check all that apply**

Facebook  
Instagram

	Webpage potential press release
<b>Event's Facebook Page</b>	NJSD
<b>Event's Instagram Account</b>	
<b>Event's Website URL</b>	https://www.neenah.k12.wi.us/

## ORGANIZATION INFORMATION

<b>Name of Organization</b>	Neenah High School
<b>Organization Address</b>	1275 Tullar Rd, Neenah WI 54956
<b>Daytime Phone Number</b>	9202090257

Nonprofit event sponsors exempt from taxation under Internal Revenue Code Statute 501(c) shall reimburse a portion of the City's cost. See Municipal code [14-129\(g\)\(4\)](#) for details.

<b>Is this Organization a 501(c) Non-Profit</b>	No
---	----

## APPLICANT INFORMATION

<b>Applicant Name</b>	<b>First Name:</b> SRO Nate <b>Last Name:</b> Franzke
<b>Daytime Phone Number</b>	920-209-0257
<b>Cell Phone Number</b>	920-209-0257
<b>Applicant Email</b>	nfranzke@neenahwi.gov

## EVENT COORDINATORS

**Event Coordinators must be on-site during the event to address any issues that may arise. Event Coordinators are responsible for executing the Emergency Response Protocol.**

### Coordinator 1

<b>Name</b>	<b>First Name:</b> SRO Nate <b>Last Name:</b> Franzke
<b>Daytime Phone Number</b>	920-209-0257
<b>Cell Phone Number</b>	920-209-0257
<b>Email</b>	nfranzke@neenahwi.gov

**Will you be available at either of these numbers on the day of the event?**

Yes

## **Coordinator 2**

**Name**

**Daytime Phone Number**

**Cell Phone Number**

**Email**

## **PUBLIC SAFETY**

### **EMERGENCY RESPONSE PROTOCOL**

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

[City of Neenah's Emergency Response Protocol](#)

**Will you be using the City of Neenah's Emergency Response Protocol**

Yes

**Will you be providing security for this event? (The Police Department will review all applications and make recommendations)**

No

**Will you be providing first aid/emergency responders on-site for this event?**

No

## **Emergency Communication**

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

Cell Phones  
Radios

**Describe the communication method/equipment that will be**

Cell Phones  
Radios

<b>used to notify event attendees of emergencies</b>	NHS portable radios, SRO, NHS Staff, Police/Fire/EMS if needed
--	--

Please read the City of Neenah Noise Ordinance to familiarize yourself with the rules and regulations regarding loudspeakers, amplifiers, public address systems, and similar devices.

[Noise Ordinance](#)

<b>Loudspeaker/PA System location (be specific) (N/A if not applicable)</b>	N/A
<b>Lost child recovery site (be specific) (N/A if not applicable)</b>	N/A
<b>Severe weather shelter(s) (N/A if not applicable)</b>	N/A
<b>First aid station(s) (N/A if not applicable)</b>	N/A
<b>Enclosed/Fenced area(s) (N/A if not applicable)</b>	N/A

## Equipment/Facilities

<b>Check all that will apply</b>	N/A
----------------------------------	-----

Please read the City of Neenah Noise Ordinance to familiarize yourself with the rules and regulations regarding loudspeakers, amplifiers, public address systems, and similar devices.

[Noise Ordinance](#)

## Services

<b>Please check all that apply (FEES MAY APPLY)</b>	N/A
---	-----

## Activities

<b>Check all that will apply</b>	N/A
----------------------------------	-----

## Concessions

## LICENSES AND PERMITS

### Temporary Class B (Picnic) Fermented Malt Liquor License

The City of Neenah requires license if an event will be serving alcohol. Please fill out the attached form and return with this Special Event Application.

[Guidelines](#)

[Wisconsin Alcohol Beverage & Tobacco Laws for Retailers](#)

[Click Here for Application](#)

Please fill out the Temporary Beverage Operators License below.

## TRAFFIC CONTROL

**Will the event require traffic control**

Yes

**Please check all traffic control requested**

Barricades  
Community Service Aides

**How will the barricades be provided**

City

## PARK DEPARTMENT REQUIREMENTS

The application indicated that the event is be held in a park and or pavillion. Please contact the Parks & Recreation Department to make a reservation.

## Provisions & Terms

# Provisions & Terms

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

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

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

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

## Legal Notice

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

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

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

## Acknowledgement of Legal Notice

### Signature Data

First Name: Nate  
Last Name: Franzke  
Email Address: nfranzke@neenahwi.gov

Signed at: April 21, 2023 1:18pm America/Chicago

## City of Neenah Contact Information

### Special Event Coordinator

Joni Heinz  
Phone: 920-886-6104  
Email: jheinz@ci.neenah.wi.us

### Police Department - 2111 Marathon Avenue

Lieutenant Jon Kuffel  
Phone: 920-8866018  
Email: jkuffel@ci.neenah.wi.us

### Neenah-Menasha Fire Rescue - 125 E Columbian Avenue

Adam Dorn, Assitant Chief-Fire Marshall  
Phone: 920-886-6204  
Email: adorn@nmfire.org

### City Clerk Office - 211 Walnut Street

City Clerk Char Nagel

Phone: 920-886-6110

Email: [cnagel@ci.neenah.wi.us](mailto:cnagel@ci.neenah.wi.us)

**Winnebago County Health Department - 112 Otter St., Oshkosh**

Environmental Health Specialist Jennifer Bonzelet

Phone: 920-232-3000

Email: [jbonzelet@co.winnebago.wi.us](mailto:jbonzelet@co.winnebago.wi.us)

**Traffic Department 211 Walnut Street**

Traffic Engineer James Merten

Phone: 920-886-6243

Email: [jmerten@ci.neenah.wi.us](mailto:jmerten@ci.neenah.wi.us)

**Parks & Recreation Department - 211 Walnut Street**

Parks & Recreation Office

Phone: 920-886-6060

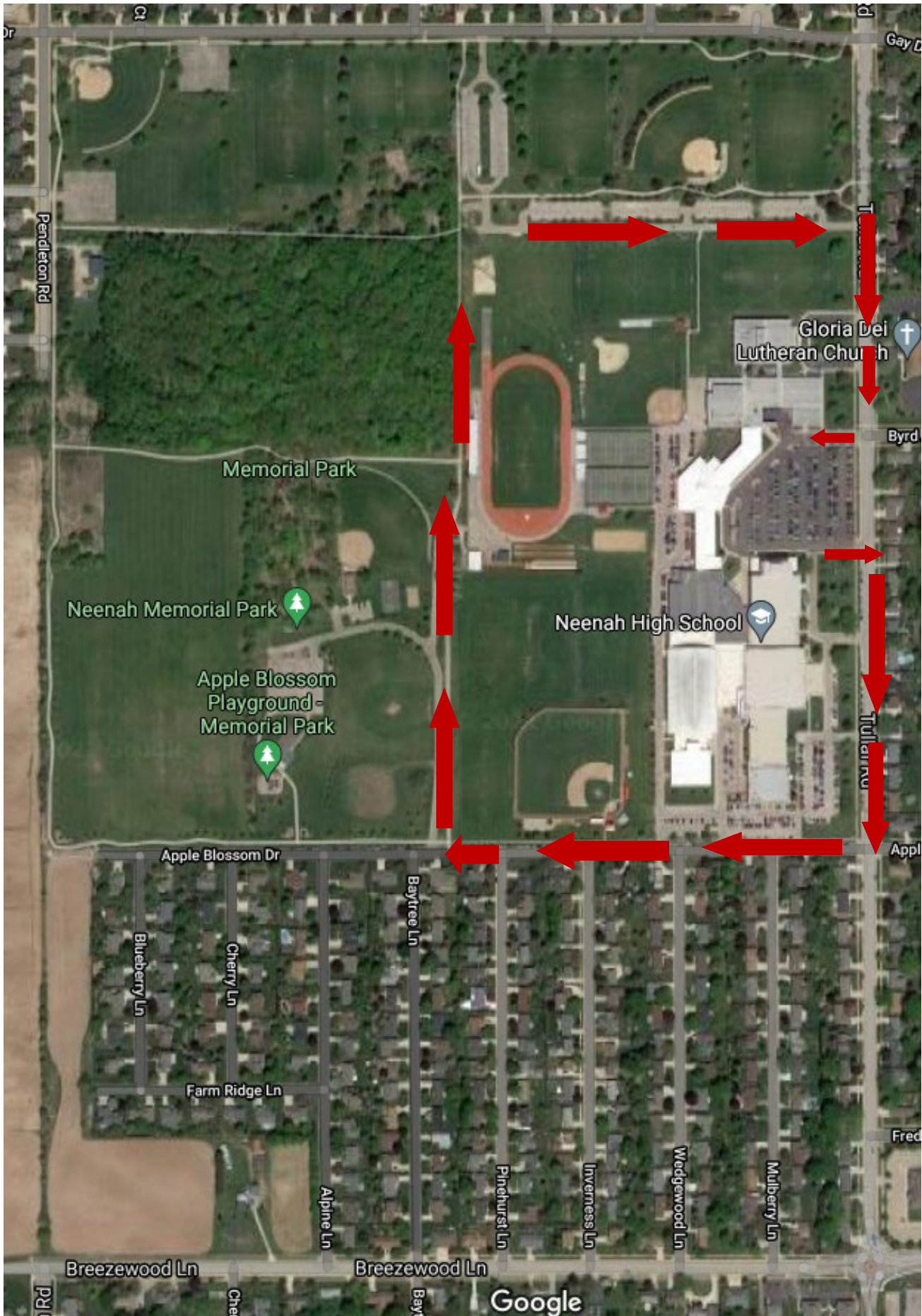
Email: [parkrec@ci.neenah.wi.us](mailto:parkrec@ci.neenah.wi.us)

**Public Works Department**

Traffic Engineer James Merten

Phone: 920-886-6243

Email: [jmerten@ci.neenah.wi.us](mailto:jmerten@ci.neenah.wi.us)





# Special Event Permit Application City of Neenah

**Submitted On:**

Apr 11, 2023, 02:49PM CDT

## EVENT INFORMATION

**Please Check the Name of  
Event**

Barrel 41 HAKAS

## Type of Event

### Participant Waiver Forms

Any waivers of liability signed by participants of the event must also include the City of Neenah (using the same language as for the liability insurance certificate)

**Please Chose One**

Festival/Concert/Exhibition

**List the event activities to take  
place**

Concert, food trucks, yard games.

## Event Date and Time

**Please indicate day(s) of the  
event**

Friday  
Saturday

**Event Date (Friday)**

June 2, 2023

**Event Date (Saturday)**

June 3, 2023

**Start and End Time of Friday  
Event (Ex. 7:00 AM to 5:00 PM)**

5:00 PM to 10:15 PM

**Start and End Time of Saturday  
Event (Ex. 7:00 AM to 5:00 PM)**

3:00 PM to 10:15 PM

**Set up time needed prior to  
event**

**Clean up time needed post  
event**

**Other pertinent information**

## Attendance

**Anticipated event attendance**

500-1000

# Location

**The event will be located where? (Chose all that apply)**

Private Property

**Please provide the address of the event location**

1132 S Commercial St

## Property Notification Letter

If event will be closing any street/sidewalk/trail, adjacent or enclosed properties must be notified by the applicant five weekdays in advance of the event. A copy of the notification must be submitted and approved by the City Traffic Engineer.

The Notification Letter must include the following:

Name of organization hosting event

Name of Event

Date of Event

Time of Event

State if residents will have access to their property

**Upload site plan here (Please make sure all departments site plan requirements are included. A list was provided on the website.)**

HAKAS Site Map.png

**Event location description**

Barrel 41 parking lot.

## SOCIAL MEDIA USED TO PROMOTE EVENT

**Please check all that apply**

Facebook  
Instagram  
Webpage

**Event's Facebook Page**

**Event's Instagram Account**

**Event's Website URL**

## ORGANIZATION INFORMATION

<b>Name of Organization</b>	Barrel 41 Brewing Co.
<b>Organization Address (City, State, Zip)</b>	1132 S Commercial St Neenah, WI 54956
<b>Daytime Phone Number</b>	9202093265

Nonprofit event sponsors exempt from taxation under Internal Revenue Code Statute 501(c) shall reimburse a portion of the City's cost. See Municipal code [14-129\(g\)\(4\)](#) for details.

<b>Is this Organization a 501(c) Non-Profit</b>	No
---	----

## APPLICANT INFORMATION

<b>Applicant Name</b>	<b>First Name:</b> Dan <b>Last Name:</b> Kraus
<b>Daytime Phone Number</b>	9202093265
<b>Cell Phone Number</b>	9202093265
<b>Applicant Email</b>	dan@barrel41.com

## EVENT COORDINATORS

**Event Coordinators must be on-site during the event to address any issues that may arise. Event Coordinators are responsible for executing the Emergency Response Protocol.**

### Coordinator 1

<b>Name</b>	<b>First Name:</b> Dan <b>Last Name:</b> Kraus
<b>Daytime Phone Number</b>	9202093265
<b>Cell Phone Number</b>	9202093265
<b>Email</b>	dan@barrel41.com
<b>Will you be available at either of these numbers on the day of the event?</b>	Yes

### Coordinator 2

<b>Name</b>	<b>First Name:</b> Nathan <b>Last Name:</b> Sharpless
-------------	--

<b>Daytime Phone Number</b>	9202579196
<b>Cell Phone Number</b>	9202579196
<b>Email</b>	nathan@barrel41.com
<b>Will you be available at either of these numbers on the day of the event?</b>	Yes

## **PUBLIC SAFETY**

### **EMERGENCY RESPONSE PROTOCOL**

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

[City of Neenah's Emergency Response Protocol](#)

<b>Will you be using the City of Neenah's Emergency Response Protocol</b>	Yes
<b>Will you be providing security for this event? (The Police Department will review all applications and make recommendations)</b>	No
<b>Will you be providing first aid/emergency responders on-site for this event?</b>	No

## **Emergency Communication**

<b>Describe the communication method/equipment that will be used to notify event staff/volunteers of emergencies</b>	Cell Phones Loudspeaker/PA System Social Media
<b>Describe the communication method/equipment that will be used to notify event attendees of emergencies</b>	Cell Phones Loudspeaker/PA System Social Media

Please read the City of Neenah Noise Ordinance to familiarize yourself with the rules

and regulations regarding loudspeakers, amplifiers, public address systems, and similar devices.

[Noise Ordinance](#)

<b>Loudspeaker/PA System location (be specific) (N/A if not applicable)</b>	On Stage in tent
<b>Lost child recovery site (be specific) (N/A if not applicable)</b>	Front door of building
<b>Severe weather shelter(s) (N/A if not applicable)</b>	Inside of Barrel 41
<b>First aid station(s) (N/A if not applicable)</b>	Behind bar inside
<b>Enclosed/Fenced area(s) (N/A if not applicable)</b>	Tent area which is enclosed by bordering rope.

### Equipment/Facilities

<b>Check all that will apply</b>	Amplified/Loudspeaker/PA System &#40;Non-Emergency Use&#41; Portable Toilets/Wash Stations Stages Tents/Fences/Canopies
----------------------------------	--

Please read the City of Neenah Noise Ordinance to familiarize yourself with the rules and regulations regarding loudspeakers, amplifiers, public address systems, and similar devices.

[Noise Ordinance](#)

<b>Hours of amplified music</b>	5 pm to 10 pm both nights.
<b>Please describe purpose of Loudspeaker/PA System</b>	Music

### Portable Toilets/ Wash Stations

<b>Is the location of portable toilets/wash stations on site map</b>	Yes
--	-----

### Tent/Fences/Canopies

Drilling of holes in pavement for anchoring of tents, fences and canopies is not permitted in the City of Neenah.

The Neenah-Menasha Fire Department has specific requirements for the use of tents. Please click below to review requirements. Any questions can be directed to the Neenah-Menasha Fire Department at 920-886-6200

[Click here](#)

Are the location(s) of tents/fences/canopies provided on the event site map	Yes
---	-----

## Services

Please check all that apply (FEES MAY APPLY)	N/A
--	-----

## Activities

Check all that will apply	N/A
---------------------------	-----

## Concessions

Check all that will apply	Beverage Concessions-Alcohol Food Truck(s)
---------------------------	---

If you interested in having food trucks at the event please contact the Neenah-Menasha Fire Department. (Contact information provided at the end of the application).

Please [click here](#) for Food Truck Requirements

## LICENSES AND PERMITS

Will the event be selling beer or wine?	Yes
---	-----

Will the event have a bartender serving the alcohol	No
---	----

[Temporary Class B \(Picnic\) Fermented Malt Liquor License](#)

The City of Neenah requires license if an event will be serving alcohol. Please fill out the attached form and return with this Special Event Application.

[Guidelines](#)

[Wisconsin Alcohol Beverage & Tobacco Laws for Retailers](#)

[Click Here for Application](#)

**Upload completed Temporary Class "B" Picnic License Here.** | at-315f.pdf

Please fill out the Temporary Beverage Operators License below.

### **TRAFFIC CONTROL**

**Will the event require traffic control** | No

### **PARK DEPARTMENT REQUIREMENTS**

The application indicated that the event is be held in a park and or pavillion. Please contact the Parks & Recreation Department to make a reservation.

### **Provisions & Terms**

#### Provisions & Terms

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

Once filed with the Department of Legal & Administrative Services, this permit will be reviewed by the Special Events Task Force. Upon task force recommendation for approval, per [Municipal Code 14-129\(b\)\(1\)](#), Class B permit applications are approved by the Public Works Director or

designee and Class C Permit applications are approved by the Public Services & Safety Committee and the City Council. A copy of an approved application will be sent to the Applicant as confirmation of the approved permit. The Applicant is responsible for complying with any contingencies applied to this permit. Failure to do so shall void this permit.

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

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

## Legal Notice

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

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

### HOLD HARMLESS INDEMNIFICATION AND DEFENSE

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

**Upload Liability Insurance Certificate**

COI.pdf

# Acknowledgement of Legal Notice

## Signature Data

First Name: Daniel  
Last Name: Kraus  
Email Address: dan@barrel41.com

*Daniel Kraus*

Signed at: April 11, 2023 2:48pm America/Chicago

## City of Neenah Contact Information

### **Special Event Coordinator**

Joni Heinz  
Phone: 920-886-6104  
Email: jheinz@ci.neenah.wi.us

### **Police Department - 2111 Marathon Avenue**

Lieutenant Jon Kuffel  
Phone: 920-8866018  
Email: jkuffel@ci.neenah.wi.us

### **Neenah-Menasha Fire Rescue - 125 E Columbian Avenue**

Adam Dorn, Assitant Chief-Fire Marshall  
Phone: 920-886-6204  
Email: adorn@nmfire.org

### **City Clerk Office - 211 Walnut Street**

City Clerk Char Nagel  
Phone: 920-886-6110  
Email: cnagel@ci.neenah.wi.us

### **Winnebago County Health Department - 112 Otter St., Oshkosh**

Environmental Health Specialist Jennifer Bonzelet  
Phone: 920-232-3000  
Email: jbonzelet@co.winnebago.wi.us

**Traffic Department 211 Walnut Street**

Traffic Engineer James Merten

Phone: 920-886-6243

Email: [jmerten@ci.neenah.wi.us](mailto:jmerten@ci.neenah.wi.us)

**Parks & Recreation Department - 211 Walnut Street**

Parks & Recreation Office

Phone: 920-886-6060

Email: [parkrec@ci.neenah.wi.us](mailto:parkrec@ci.neenah.wi.us)

**Public Works Department**

Traffic Engineer James Merten

Phone: 920-886-6243

Email: [jmerten@ci.neenah.wi.us](mailto:jmerten@ci.neenah.wi.us)



Special Event Permit  
Application  
City of Neenah

Submitted On:

Mar 31, 2023, 03:12PM CDT

## EVENT INFORMATION

Please Check the Name of Event | Not Listed

Name of Event | Race The Lake

## Type of Event

### Participant Waiver Forms

Any waivers of liability signed by participants of the event must also include the City of Neenah (using the same language as for the liability insurance certificate)

Please Chose One | Competitive Race

List the event activities to take place | Bike race around Lake Winnebago.

## Event Date and Time

Please indicate day(s) of the event | Sunday

Event Date (Sunday) | 8/20/23

Start and End Time of Sunday Event (Ex. 7:00 AM to 5:00 PM) | 7:00 AM to 10:00 AM

Set up time needed prior to event | 8/19/23 7 AM

Clean up time needed post event | 1 Hour

Other pertinent information | Streets not closed, but bikers given right away. Event coordinators need police for some intersections. See street listing/map. Per application, they will be providing flaggers but are asking for police/CSAs to help with intersections.

## Attendance

Anticipated event attendance | 500-1000

# Location

**The event will be located where? (Chose all that apply)**

Street/Sidewalk/Trail

**Please provide the streets/sidewalk/trail that will be affected by the event. (EX: Wisconsin Ave from Church St to Commercial St)**

S Park Ave, Bell/Maple, Bayview Road, Rec Park, Wisconsin Ave, E Wisconsin Ave/Oake S bridge, First St, Water St, Forest Ave, Third, 9th, Nicolet Blvd

**How will event impede Street/Sidewalk/Trail**

Event maintains traffic flow, but limits use of street (such as parking lanes or bike lane)

## Property Notification Letter

If event will be closing any street/sidewalk/trail, adjacent or enclosed properties must be notified by the applicant five weekdays in advance of the event. A copy of the notification must be submitted and approved by the City Traffic Engineer.

The Notification Letter must include the following:

- Name of organization hosting event
- Name of Event
- Date of Event
- Time of Event
- State if residents will have access to their property

**Upload site plan here (Please make sure all departments site plan requirements are included. A list was provided on the website.)**

Race The Lake Map.pdf

**Event location description**

S Park Ave, Bell/Maple, Bayview Road, Rec Park, Wisconsin Ave, E Wisconsin Ave/Oake S bridge, First St, Water St, Forest Ave, Third, 9th, Nicolet Blvd

## SOCIAL MEDIA USED TO PROMOTE EVENT

## ORGANIZATION INFORMATION

<b>Organization Name</b>	Dutrurun Foundation
<b>Daytime Phone Number</b>	920-544-2414

Nonprofit event sponsors exempt from taxation under Internal Revenue Code Statute 501(c) shall reimburse a portion of the City's cost. See Municipal code [14-129\(g\)\(4\)](#) for details.

<b>Is this Organization a 501(c) Non-Profit</b>	Yes
<b>Provide Current 501(c) Certificate</b>	Race The Lake Map.pdf

## APPLICANT INFORMATION

<b>Applicant Name</b>	<b>First Name:</b> Ben <b>Last Name:</b> West
<b>Daytime Phone Number</b>	920-544-2414
<b>Cell Phone Number</b>	920-544-2414
<b>Applicant Email</b>	ben@dustrun.com

## EVENT COORDINATORS

**Event Coordinators must be on-site during the event to address any issues that may arise. Event Coordinators are responsible for executing the Emergency Response Protocol.**

### Coordinator 1

<b>Name</b>	<b>First Name:</b> Ben <b>Last Name:</b> West
<b>Daytime Phone Number</b>	920-544-2414
<b>Cell Phone Number</b>	920-544-2414
<b>Email</b>	ben@dustrurun.com
<b>Will you be available at either of these numbers on the day of the event?</b>	Yes

### Coordinator 2

<b>Name</b>	<b>First Name:</b> Erin <b>Last Name:</b> West
<b>Daytime Phone Number</b>	612-810-6257

<b>Cell Phone Number</b>	612-810-6257
<b>Email</b>	
<b>Will you be available at either of these numbers on the day of the event?</b>	Yes

## **PUBLIC SAFETY**

### **EMERGENCY RESPONSE PROTOCOL**

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

[City of Neenah's Emergency Response Protocol](#)

<b>Will you be using the City of Neenah's Emergency Response Protocol</b>	Yes
<b>Will you be providing security for this event? (The Police Department will review all applications and make recommendations)</b>	No
<b>Will you be providing first aid/emergency responders on-site for this event?</b>	Yes
<b>Company Name</b>	Different depending on city bikers are in. See map / street information attachment
<b>Company Contact Name</b>	Different depending on city bikers are in. See map / street information attachment
<b>Company Daytime Phone Number</b>	000-000-0000
<b>Company Cell Phone Number</b>	000-000-0000
<b>Company Contact Email</b>	ben@dutrirun.com
<b>Will you be the on-site contact on the day of the event?</b>	Yes

## **Emergency Communication**

<b>Describe the communication method/equipment that will be used to notify event staff/volunteers of emergencies</b>	Cell Phones Radios Social Media
<b>Describe the communication method/equipment that will be used to notify event attendees of emergencies</b>	Cell Phones Radios Social Media

Please read the City of Neenah Noise Ordinance to familiarize yourself with the rules and regulations regarding loudspeakers, amplifiers, public address systems, and similar devices.

[Noise Ordinance](#)

<b>Loudspeaker/PA System location (be specific) (N/A if not applicable)</b>	n/a
<b>Lost child recovery site (be specific) (N/A if not applicable)</b>	n/a
<b>Severe weather shelter(s) (N/A if not applicable)</b>	n/a
<b>First aid station(s) (N/A if not applicable)</b>	Rec Park for Neenah
<b>Enclosed/Fenced area(s) (N/A if not applicable)</b>	N/A

## Equipment/Facilities

<b>Check all that will apply</b>	Portable Toilets/Wash Stations Tents/Fences/Canopies N/A
----------------------------------	--

Please read the City of Neenah Noise Ordinance to familiarize yourself with the rules and regulations regarding loudspeakers, amplifiers, public address systems, and similar devices.

[Noise Ordinance](#)

## Portable Toilets/ Wash Stations

Is the location of portable

<b>toilets/wash stations on site map</b>	No
<b>Where will Portable Toilets or Wash Stations be located</b>	Park
<b>PARK- Please provide specific location of portable toilets/wash stations</b>	unknown

## Tent/Fences/Canopies

Drilling of holes in pavement for anchoring of tents, fences and canopies is not permitted in the City of Neenah.

The Neenah-Menasha Fire Department has specific requirements for the use of tents. Please click below to review requirements. Any questions can be directed to the Neenah-Menasha Fire Department at 920-886-6200

[Click here](#)

<b>Are the location(s) of tents/fences/canopies provided on the event site map</b>	No
<b>Where will the tent/fences/canopies be located</b>	Park
<b>PARK- Please provide specific location of tents/fences/canopies</b>	Rec Park

## Services

<b>Please check all that apply (FEES MAY APPLY)</b>	N/A
---	-----

## Activities

<b>Check all that will apply</b>	N/A
----------------------------------	-----

## Concessions

<b>Check all that will apply</b>	N/A
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# LICENSES AND PERMITS

## Temporary Class B (Picnic) Fermented Malt Liquor License

The City of Neenah requires license if an event will be serving alcohol. Please fill out the attached form and return with this Special Event Application.

[Guidelines](#)

[Wisconsin Alcohol Beverage & Tobacco Laws for Retailers](#)

[Click Here for Application](#)

Please fill out the Temporary Beverage Operators License below.

## TRAFFIC CONTROL

<b>Will the event require traffic control</b>	Yes
<b>Please check all traffic control requested</b>	Community Service Aides Flaggers
<b>Flaggers Will be Provided by?</b>	City Applicant

## PARK DEPARTMENT REQUIREMENTS

The application indicated that the event is be held in a park and or pavillion. Please contact the Parks & Recreation Department to make a reservation.

## Provisions & Terms

### Provisions & Terms

This permit is intended to clarify the working relationship between the Applicant of the special

event and the City of Neenah. The Applicant agrees to abide by the terms of this permit and all existing policies governing the use of City facilities unless specifically noted in the permit. Regulations in [Municipal Code 14-125](#) shall apply to this permit.

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

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

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

## **Legal Notice**

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

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

### **HOLD HARMLESS INDEMNIFICATION AND DEFENSE**

For good and valuable consideration the applicant and/or the organization agrees to indemnify, defend and hold harmless the City of Neenah and its officers, officials, employees and agents from and against

any and all liability, loss, damage, expenses, costs, including attorney fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by any of them or anyone whose acts any of them may be liable, except where caused by sole negligence or willful misconduct of the City.

## Acknowledgement of Legal Notice

### Signature Data

First Name: Ben  
Last Name: West  
Email Address: ben@dutrirun.com

*As Submitted by Ben*

Signed at: March 31, 2023 3:11pm America/Chicago

## City of Neenah Contact Information

### **Special Event Coordinator**

Joni Heinz  
Phone: 920-886-6104  
Email: jheinz@ci.neenah.wi.us

### **Police Department - 2111 Marathon Avenue**

Lieutenant Jon Kuffel  
Phone: 920-8866018  
Email: jkuffel@ci.neenah.wi.us

### **Neenah-Menasha Fire Rescue - 125 E Columbian Avenue**

Adam Dorn, Assitant Chief-Fire Marshall  
Phone: 920-886-6204  
Email: adorn@nmfire.org

### **City Clerk Office - 211 Walnut Street**

City Clerk Char Nagel  
Phone: 920-886-6110  
Email: cnagel@ci.neenah.wi.us

**Winnebago County Health Department - 112 Otter St., Oshkosh**

Environmental Health Specialist Jennifer Bonzelet

Phone: 920-232-3000

Email: jbonzelet@co.winnebago.wi.us

**Traffic Department 211 Walnut Street**

Traffic Engineer James Merten

Phone: 920-886-6243

Email: jmerten@ci.neenah.wi.us

**Parks & Recreation Department - 211 Walnut Street**

Parks & Recreation Office

Phone: 920-886-6060

Email: parkrec@ci.neenah.wi.us

**Public Works Department**

Traffic Engineer James Merten

Phone: 920-886-6243

Email: jmerten@ci.neenah.wi.us

# RTL 23

**88.18 mi**

Distance

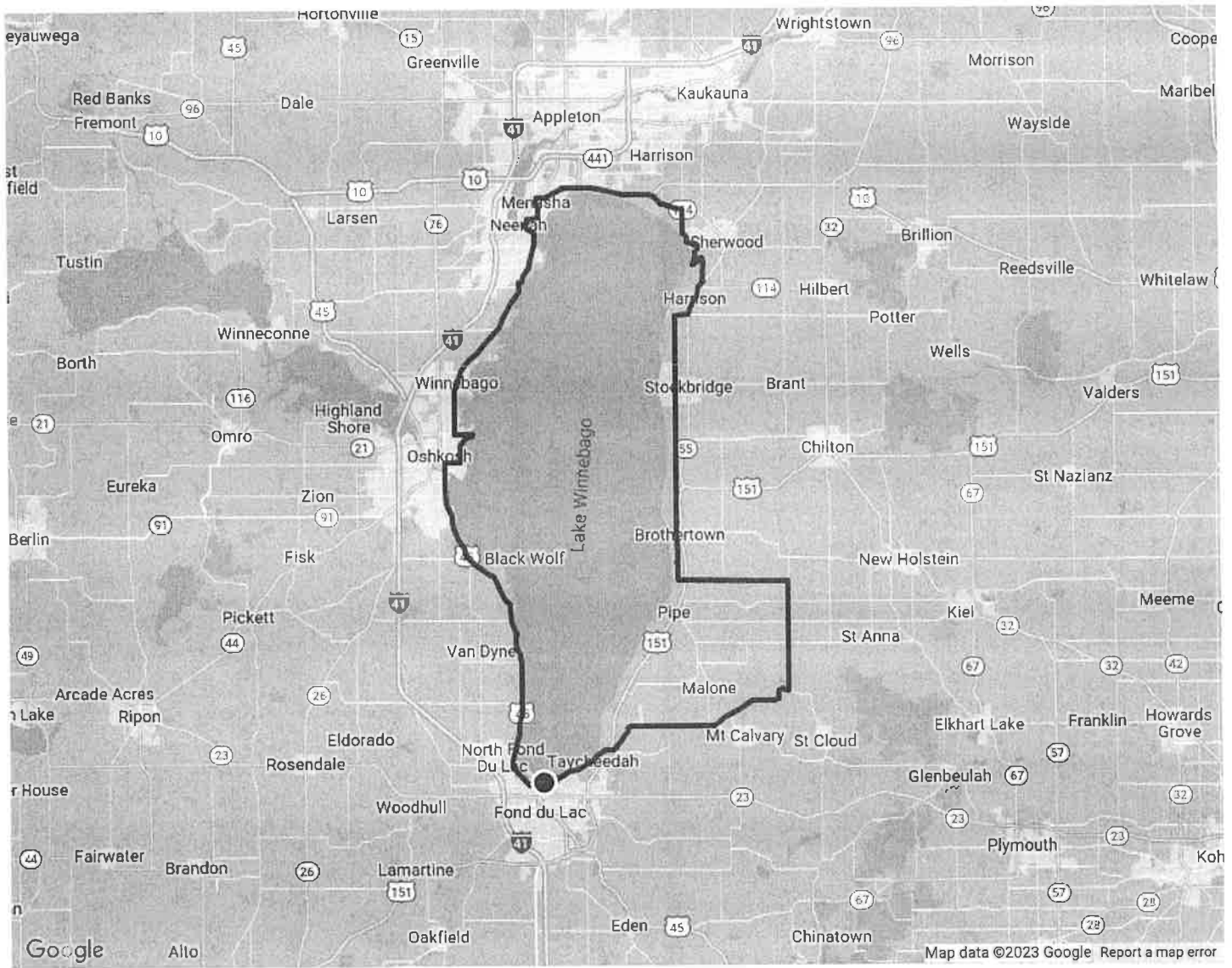
**1,730 ft**

Elevation Gain

**Bike Ride**

Activity Type

## Notes



<b>INTERSECTIONS</b>	<b>Mile</b>		<b>Marshal</b>	<b>Fastest</b>	<b>Slowest</b>
<b>Harborview and Garfield START</b>					
Harborview and Garfield START			FDL Police		
Harborview and Main			FDL Police		
Scott St and Main St			FDL Police	5:45 AM	6:35 AM
Scott St and Hwy 45/Lakeshore Dr (TURN RIGHT)			FDL Police		
Hwy 45 and Kinker Rd	Mile 5			5:56 AM	7:00 AM
Hwy 45 and Black Wolf	Mile 10			6:07 AM	7:25
Hwy 45 and Cty R	Mile 12.5			6:12 AM	7:37 AM
Hwy 45 and Waukau	Mile 15			6:17 AM	7:50 AM
Fond du Lac Rd and Cimeron RR track	Mile 15.75	xx	altrusa x2		
Main and 21 ave	Mile 16				
S. Main St and South Park Ave	Mile 17		Oshkosh Police		
Main St and 9th Ave	Mile 17		Oshkosh Police		
Main St and 6th Ave	Mile 17.25		Oshkosh Police		
Main St. and Ceape	Mile 17.75		Oshkosh Police		
Main St. and Otter			Oshkosh Police		
Main St. and Waugoo	Mile 17.75		Oshkosh Police		
Main St. and Washington (Turn Right)			Oshkosh Police		
Washington and Jefferson			Oshkosh Police		
Washington and Court	Mile 18				
Washington and Broad					
RR track			altrusa x2		
Washington and Monroe					
Washington and Bay					
Washington and Boyd					
Washington and Bowen			Oshkosh Police		
Washington and Hazel					
Hazel and Merritt			Oshkosh Police		
Hazel and Parkway					
Hazel and Irving			Oshkosh Police		

<b>INTERSECTIONS</b>	<b>Mile</b>		<b>Marshal</b>	<b>Fastest</b>	<b>Slowest</b>
Hazel and Menominee (Turn Right)			altrusa		
REST STOP 1 - Menominee Park	Mile 20	xx	altrusa x3		
Menomoniee Dr and Murdock	Mile 20			6:29 AM	8:14 AM
Murdock and Bowen (TURN RIGHT)			2-Oshkosh Police		
Cty A and Harrison St	Mile 22.5			6:34 AM	8:28 AM
Cty A and E Snell Rd					
Cty A and Cty Y/Sunnyview	Mile 24.25	x			
Cty A and Sherman rd	Mile 24.5			6:40 AM	8:40 AM
Cty A and Cty GG	Mile 27	x		6:45 AM	8:52 AM
Cty A and Cty G	Mile 29.25	x			
Cty A and S Park (turn right)	Mile 29.25	xx	altrusa	6:51 AM	9:05 AM
S Park Ave Curve (turn left)			altrusa		
S Park Ave and Bell/Maple (Straight thru)			altrusa x2		
S Park Ave and Bayview Rd					
Rec Park			altrusa x3		
S Park Ave and Wisconsin Ave (TURN LEFT)	Mile 32.5		altrusa	6:55 AM	9:17 AM
E Wisconsin Ave/Oak S(bridge) (TURN RIGHT)			Neenah Police/vol		
First St and Water St			Radio		
First St and Forest Ave (TURN RIGHT)			altrusa		
Forest and Third			altrusa		
Forest and 9th			altrusa		
9th and Nicolet			altrusa x2		
Naymut and Ahnaip			Menasha Police		
Racine and Main			Menasha Police		
Racine and Broad			Menasha Police		
Racine and 1st			Menasha Police		
Racine and 2nd			Menasha Police		
3rd and Racine			Menasha Police		
Third St and De Pere St	Mile 35		Menasha Police	7:02 AM	9:37 AM
Third St and Manitowoc St			altrusa		
Plank and Tracks			altrusa x2		

<b>INTERSECTIONS</b>	<b>Mile</b>	<b>Marshal</b>	<b>Fastest</b>	<b>Slowest</b>
Plank and Konemac				
114 and Hwy 10		Calumet Sheriff		
114 and LP onto service Rd.		Calumet Sheriff		
Service Rd and 114		Calumet Sheriff		
114 and State Park Rd		Calumet Sheriff		
State Park Rd and Pigeon		altrusa		
State Park Rd and Spring Hill		altrusa		
Before Ranger Station	Mile 45	altrusa	7:24 AM	10:20 AM
State Park Rd and Lower Cliff Rd		altrusa		
High Cliff State Park T Intersection on Hill		altrusa		
State Park Rd onto service road (TURN RIGHT)		Bottle Exchange		
Park exit and High Cliff Rd (TURN RIGHT)		Bottle Exchange		
High Cliff Rd and Hwy 55 (TURN RIGHT)	Mile 47.5	Calumet Sheriff	7:29 AM	10:33 AM
Hwy 55 and Harrison Rd.				
Hwy 55 and Faro Springs Rd (TURN RIGHT)		Calumet Sheriff		
Faro Springs Rd and Lake Shore Dr (TURN LEFT)	Mile 50	raido club	7:35 AM	10:45 AM
Lake Shore Dr and Cty Rd EE		Calumet Sheriff		
Lake shore and Moore Rd	Mile 52.5		7:40 AM	10:57 AM
Lake Shore Dr and Cty Rd E		Calumet Sheriff		
Lake Shore Dr and Mud Creek	Mile 55		7:46 AM	11:10 AM
Lake Shore Dr and Joe Rd.				
Lake Shore Dr and Quinney Rd	Mile 57.5	Rest stop	7:51 AM	11:23 AM
Lake Shore Dr. and Jefferson Rd				
Lake Shore and Winnebago Point Beach	Mile 60		7:57 AM	11:35 AM
Lake Shore Dr. and Harbor View		Calumet Sheriff		
Lake Shore Dr and Indian Rd.				
Lake Shore Dr and Cty HHH (Turn Left)	Mile 62.5	ARC FDL - 1	8:03 AM	11:45 AM
Cty HHH and Hwy 151		FDL Sheriff		
Cty HHH and Tower Rd				
Cty HHH and Cty C	Mile 65		8:13 AM	12:00 PM
Cty HHH and Cty G (TURN RIGHT)		FDL Sheriff		
Cty G and Cty HH		FDL Sheriff		

<b>INTERSECTIONS</b>	<b>Mile</b>	<b>Marshal</b>	<b>Fastest</b>	<b>Slowest</b>
<b>REST STOP 6</b>	<b>Mile 70</b>	<b>REST STOP 5- ARES RADIO OP FDL-2, 3, 4</b>	<b>8:25 AM</b>	<b>1:05 PM</b>
<b>Cty G and Cty Q</b>		<b>Bottle Exchange FDL- 5,6,7</b>		
<b>Cty G and Hickory Rd</b>				
<b>Cty G and Cty WH (curve)</b>	<b>Mile 75</b>		<b>8:37 AM</b>	<b>1:30 PM</b>
<b>Cty WH and Walnut Rd</b>				
<b>Cty WH and Pine Rd</b>				
<b>Cty WH and Oak Rd</b>				
<b>Cty WH and Evergreen</b>				
<b>Cty WH and Cty W</b>				
<b>Cty WH and Cty Rd WW</b>				
<b>Cty WH and Cty Rd WW (south side)</b>				
<b>Stenz W2217 Cty WH</b>		<b>REST STOP 6 FDL- 8,9,10</b>		
<b>Cty WH and Schaefer Rd</b>				
<b>Cty WH and 7 Hills Rd (Cty W)</b>				
<b>Cty WH and Konen Rd</b>				
<b>Cty WH and Tower Rd</b>	<b>Mile 80</b>		<b>8:50 AM</b>	<b>1:55 PM</b>
<b>Cty WH and Hwy QQ/Church Rd (St Peter)</b>				
<b>Cty WH and Lakeview</b>				
<b>Cty WH and Kiekhaefer Pkwy</b>	<b>Mile 85</b>		<b>9:02 AM</b>	<b>2:20 PM</b>
<b>Cty WH and Cty Rd U/Ledge Rd</b>		<b>ARES RADIO OP</b>		
<b>Cty WH and DeerPath Rd</b>				
<b>Cty WH and Hwy 151</b>		<b>FDL Sheriff, ARES RADIO OP</b>		
<b>Winnebago Dr and Cty K</b>				
<b>Winnebago Dr. and Luco</b>				
<b>Harborview and Winnebago</b>		<b>FDL Police</b>		

<b>INTERSECTIONS</b>	<b>Mile</b>		<b>Marshal</b>	<b>Fastest</b>	<b>Slowest</b>
Harbor View and Mohawk			No Parking (Many Signs) Sharp Turn (1 sign)		
Harbor View and Park					
Harbor View and Garfield	Mile 88			9:15 AM	2:45 PM

INTERNAL REVENUE SERVICE  
P. O. BOX 2504  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: 01/12/2017

DUTIRUM FOUNDATION INC  
920 S KELLER PARK DR  
APPLETON, WI 54914

Employer Identification Number:  
81-5010000  
DLN:  
17053206327047  
Contact Person:  
DEL TRIMBLE ID# 31309  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
509(a)(2)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
January 12, 2017  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947



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

**DATE:** May 5, 2023  
**TO:** Mayor Lang and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** Public Works 2023 Capital Improvement Program Amendment Request

With our latest bid opening, Contract 7-23, I updated the contract account summary for all of the work that was bid this year (summary attached). The result is that our street and sidewalk projects have come in about \$1,000,000 below budget. The bulk of that - about \$650,000 - comes from the bids received for the new subdivision streets. I am interested in using some of that excess to complete other projects identified in my recently submitted 2023-2027 CIP request. There were two criteria that were used to consider projects:

1. The project could not include major sanitary sewer or water utility work because of the limited time we have available to prepare plans and because this would impact other budgets.
2. There could not be any assessments related to the work.

With those criteria, the list below is the pool of possible projects.

	2021		PROJECT LISTING								
	PASER	Length	Type	Pavement	STREET	Length	Laterals	SANITARY	STORM	WATER	TOTAL
Hunt Av (Harrison - Cecil)	2	1,215	RES2	Asphalt	\$200,500	0	0	\$0	\$18,000	\$0	\$218,500
Fairwood Drive (W terminus - Harrison)	3	1,056	RES2	Asphalt	\$174,200	0	0	\$0	\$16,000	\$0	\$190,200
Brookwood Drive (Hunt - Fairwood)	3	581	RES2	Asphalt	\$95,900	0	0	\$0	\$9,000	\$0	\$104,900
Hawthorne Street (Yorkshire - E terminus)	3	800	RES3	Asphalt	\$200,000	0	0	\$0	\$16,000	\$0	\$216,000
Yorkshire Road (Hawthorne - Park)	2	1,109	RES2	Asphalt	\$183,000	0	0	\$0	\$22,000	\$0	\$205,000
Oakridge Road (Tullar - concrete)	2	940	RES1	Asphalt	\$30,000	0	0	\$0	\$0	\$0	\$30,000
<b>TOTAL</b>		<b>4,486</b>			<b>\$883,600</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>\$63,000</b>	<b>\$0</b>	<b>\$964,600</b>

The total for the six projects is more than I am comfortable committing because we are in the very early stages of work on the 2023 projects. Given that, my preference would be to tackle Hunt Avenue, Fairwood Drive, and Brookwood Drive in addition to a thin overlay on Oakridge Road. That project listing is shown below.

	2021		PROJECT LISTING								
	PASER	Length	Type	Pavement	STREET	Length	Laterals	SANITARY	STORM	WATER	TOTAL
Hunt Av (Harrison - Cecil)	2	1,215	RES2	Asphalt	\$200,500	0	0	\$0	\$18,000	\$0	\$218,500
Fairwood Drive (W terminus - Harrison)	3	1,056	RES2	Asphalt	\$174,200	0	0	\$0	\$16,000	\$0	\$190,200
Brookwood Drive (Hunt - Fairwood)	3	581	RES2	Asphalt	\$95,900	0	0	\$0	\$9,000	\$0	\$104,900
Oakridge Road (Tullar - concrete)	2	940	RES1	Asphalt	\$30,000	0	0	\$0	\$0	\$0	\$30,000
<b>TOTAL</b>		<b>3,792</b>			<b>\$500,600</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>\$43,000</b>	<b>\$0</b>	<b>\$543,600</b>

The Oakridge Road work could be done through a change order to an existing contract. Hunt, Fairwood and Brookwood would be new contract. In discussing this with my staff and taking into account the bid environment at this time of year, we would likely give contractors the flexibility to do the work this year or carry it over into next year. This flexibility is intended to improve our pricing.

If Committee is agreeable to this work, the appropriate motion would be to recommend that Council approve an amendment to the 2023 capital improvements budget to add resurfacing on Hunt Avenue (Harrison to Cecil), Fairwood Drive, Brookwood Drive, and Oakridge Road (Tullar to the concrete pavement).

I am unable to attend the meeting on May 9, so if there are any questions about this request, please don't hesitate to contact me.

2023 Contract Account Summary																	
Account Description	Account #	Budget	Contract 1-23 (Chestnut)			Contract 2-23 (Courts, Brantwood)			Contract 3-23 (Misc Concrete Repair)			Contract 4-23 (Misc. Asphalt Repair)			Contract 5-23 (New Subdivisions)		
			Breakdown	Proj. Adj.	Total	Breakdown	Proj. Adj.	Total	Breakdown	Proj. Adj.	Total	Breakdown	Proj. Adj.	Total	Breakdown	Proj. Adj.	Total
Street - Chestnut St	012-4333-743-0236	\$710,000	\$ 624,000.00		\$ 624,000.00												
Street - Dieckhoff St	012-4334-743-0236	\$61,000	\$ 54,298.50		\$ 54,298.50												
Street - Burr Av	012-4335-743-0236	\$89,000	\$ 78,000.00		\$ 78,000.00												
Street - Memorial Park Courts	012-4336-743-0236	\$309,000				\$ 242,000.00		\$ 242,000.00									
Street - Laudan Blvd	012-4337-743-0236	\$114,000	\$ 100,000.00		\$ 100,000.00												
Street - River St/High St	012-4338-743-0236	\$133,000															
Street - Brantwood Dr	012-4339-743-0236	\$236,000				\$ 185,000.00		\$ 185,000.00									
Street - Brantwood Ct	012-4340-743-0236	\$59,000				\$ 46,034.50		\$ 46,034.50									
Street - Columbian Av	012-4341-743-0236	\$345,000															
Street - Liberty Heights	012-4627-743-0236	\$2,031,000														\$1,765,464.00	\$ 1,765,464.00
Street - Integrity Acres (includes sidewalk)	012-4628-743-0236	\$861,000														\$ 597,047.00	\$ 597,047.00
Street - Arthur Plat	012-4629-743-0236	\$129,000														\$ 94,093.00	\$ 94,093.00
Street - Cardinal Plat (includes sidewalk)	012-4630-743-0236	\$410,000														\$ 319,842.00	\$ 319,842.00
Street - Pavement Marking Undesignated (2022)	012-5198-743-0236	\$50,000															
Street - Pavement Marking Undesignated (2023)	012-5198-743-0236	\$55,000															
Street Repair Undesignated (CF)	012-5199-742-0236	\$40,164							\$ 40,164.00		\$ 40,164.00						
Street Repair Undesignated (2022)	012-5199-743-0236	\$25,199							\$ 25,199.00		\$ 25,199.00						
Street Repair Undesignated (2023)	012-5199-743-0236	\$200,000							\$ 79,509.00		\$ 79,509.00	\$ 3,043.00		\$ 3,043.00			
Sidewalk / Trail Maintenance (CF)	012-5301-742-0236	\$52,086							\$ 52,086.00		\$ 52,086.00						
Sidewalk / Trail Maintenance (2022)	012-5301-743-0236	\$32,535							\$ 32,535.00		\$ 32,535.00						
Sidewalk / Trail Maintenance (2023)	012-5301-743-0236	\$125,000							\$ 103,458.00		\$ 103,458.00						
Sidewalk / Trail - N. Park Avenue (2022)	0125350-743-0236	\$25,000							\$ 31,000.00		\$ 31,000.00						
Sanitary - Various Repairs/Replacements (2022)	046-5001-743-0236	\$49,484				\$ 27,768.00		\$ 27,768.00									
Sanitary - Various Repairs/Replacements (2023)	046-5001-743-0236	\$180,000															
Sanitary Pavement Repair	046-5049-743-0236	\$20,000							\$ 27,800.00		\$ 27,800.00						
Sanitary - Chestnut St	046-5055-743-0236	\$680,000	\$ 570,000.00		\$ 570,000.00												
Sanitary - River St/High St	046-5056-743-0236	\$180,000															
Sanitary - Columbian Av	046-5057-743-0236	\$210,000															
Sanitary - Dieckhoff St	046-5058-743-0236	\$50,000	\$ 41,156.55		\$ 41,156.55												
Sanitary - Burr Av	046-5059-743-0236	\$70,000	\$ 58,600.00		\$ 58,600.00												
Storm - Various Repairs (2022)	049-5203-743-0236	\$37,355	\$37,355.00		\$ 37,355.00												
Storm - Various Repairs (2023)	049-5203-743-0236	\$227,000	\$29,780.00		\$ 29,780.00	\$ 17,170.00		\$ 17,170.00									
Storm - Pavement Repair (2022)	049-5249-743-0236	\$17,218							\$ 17,218.00		\$ 17,218.00						
Storm - Pavement Repair (2023)	049-5249-743-0236	\$55,000							\$ 55,046.00		\$ 55,046.00	\$ 4,153.00		\$ 4,153.00			
Storm - Chestnut St	049-5276-743-0236	\$182,000	\$ 182,000.00		\$ 182,000.00												
Storm - River St/High St	049-5277-743-0236	\$50,000															
Storm - Columbian Av	049-5278-743-0236	\$97,000															
Water Main - Chestnut St		\$449,000	\$ 490,655.00		\$ 490,655.00												
Water Main - Dieckhoff St		\$56,000	\$ 54,349.00		\$ 54,349.00												
Water Main - Burr Av		\$66,000	\$ 58,369.00		\$ 58,369.00												
Water Main - Laudan Blvd		\$128,000	\$ 96,176.00		\$ 96,176.00												
Water Main - Memorial Park Courts		\$203,000				\$ 252,871.00		\$ 252,871.00									
Water Main - High St/River St		\$196,000															
Water Main - Brantwood Dr		\$262,000				\$ 261,807.00		\$ 261,807.00									
Water Main - Brantwood Ct		\$37,000				\$ 44,648.00		\$ 44,648.00									
Water Main - Columbian Av		\$200,000															
Water Maintenance Mains	400-0402-770-6730	\$250,000							\$ 97,260.00		\$ 97,260.00	\$ 63,923.00		\$ 63,923.00			
Water Maintenance Services	400-0402-770-6750	\$100,000															
Water Miscellaneous Maintenance Services	400-0402-770-0474																
<b>TOTAL</b>		<b>\$10,144,041.00</b>	<b>\$2,474,739.05</b>	<b>\$0.00</b>	<b>\$2,474,739.05</b>	<b>\$1,077,298.50</b>	<b>\$0.00</b>	<b>\$1,077,298.50</b>	<b>\$561,275.00</b>	<b>\$0.00</b>	<b>\$561,275.00</b>	<b>\$71,119.00</b>	<b>\$0.00</b>	<b>\$71,119.00</b>	<b>\$2,776,446.00</b>	<b>\$0.00</b>	<b>\$2,776,446.00</b>

2023 Contract Account Summary														
Account Description	Account #	Budget	Contract 6-23 (Columbian)			Contract 7-23 (High/River)			Contract 9-23 (Pvmt Marking)			Contracts	Difference	Difference
			Breakdown	Proj. Adj.	Total	Breakdown	Proj. Adj.	Total	Breakdown	Proj. Adj.	Total	Total	from Budget	by Category
Street - Chestnut St	012-4333-743-0236	\$710,000										\$ 624,000.00	\$ 86,000.00	
Street - Dieckhoff St	012-4334-743-0236	\$61,000										\$ 54,298.50	\$ 6,701.50	
Street - Burr Av	012-4335-743-0236	\$89,000										\$ 78,000.00	\$ 11,000.00	
Street - Memorial Park Courts	012-4336-743-0236	\$309,000										\$ 242,000.00	\$ 67,000.00	
Street - Laudan Blvd	012-4337-743-0236	\$114,000										\$ 100,000.00	\$ 14,000.00	
Street - River St/High St	012-4338-743-0236	\$133,000				\$ 166,985.00		\$ 166,985.00				\$ 166,985.00	\$ (33,985.00)	
Street - Brantwood Dr	012-4339-743-0236	\$236,000										\$ 185,000.00	\$ 51,000.00	
Street - Brantwood Ct	012-4340-743-0236	\$59,000										\$ 46,034.50	\$ 12,965.50	
Street - Columbian Av	012-4341-743-0236	\$345,000	\$ 239,944.00		\$ 239,944.00							\$ 239,944.00	\$ 105,056.00	
Street - Liberty Heights	012-4627-743-0236	\$2,031,000										\$ 1,765,464.00	\$ 265,536.00	
Street - Integrity Acres (includes sidewalk)	012-4628-743-0236	\$861,000										\$ 597,047.00	\$ 263,953.00	
Street - Arthur Plat	012-4629-743-0236	\$129,000										\$ 94,093.00	\$ 34,907.00	
Street - Cardinal Plat (includes sidewalk)	012-4630-743-0236	\$410,000										\$ 319,842.00	\$ 90,158.00	
Street - Pavement Marking Undesignated (2022)	012-5198-743-0236	\$50,000							\$ 50,000.00		\$ 50,000.00	\$ 50,000.00	\$ -	
Street - Pavement Marking Undesignated (2023)	012-5198-743-0236	\$55,000							\$ 73,648.00		\$ 73,648.00	\$ 73,648.00	\$ (18,648.00)	
Street Repair Undesignated (CF)	012-5199-742-0236	\$40,164										\$ 40,164.00	\$ -	
Street Repair Undesignated (2022)	012-5199-743-0236	\$25,199										\$ 25,199.00	\$ -	
Street Repair Undesignated (2023)	012-5199-743-0236	\$200,000										\$ 82,552.00	\$ 117,448.00	
Sidewalk / Trail Maintenance (CF)	012-5301-742-0236	\$52,086										\$ 52,086.00	\$ -	
Sidewalk / Trail Maintenance (2022)	012-5301-743-0236	\$32,535										\$ 32,535.00	\$ -	
Sidewalk / Trail Maintenance (2023)	012-5301-743-0236	\$125,000										\$ 103,458.00	\$ 21,542.00	
Sidewalk / Trail - N. Park Avenue (2022)	0125350-743-0236	\$25,000										\$ 31,000.00	\$ (6,000.00)	\$ 1,088,634.00
Sanitary - Various Repairs/Replacements (2022)	046-5001-743-0236	\$49,484										\$ 27,768.00	\$ 21,716.00	
Sanitary - Various Repairs/Replacements (2023)	046-5001-743-0236	\$180,000										\$ -	\$ 180,000.00	
Sanitary Pavement Repair	046-5049-743-0236	\$20,000										\$ 27,800.00	\$ (7,800.00)	
Sanitary - Chestnut St	046-5055-743-0236	\$680,000										\$ 570,000.00	\$ 110,000.00	
Sanitary - River St/High St	046-5056-743-0236	\$180,000				\$ 33,600.00		\$ 33,600.00				\$ 33,600.00	\$ 146,400.00	
Sanitary - Columbian Av	046-5057-743-0236	\$210,000	\$ 292,954.00		\$ 292,954.00							\$ 292,954.00	\$ (82,954.00)	
Sanitary - Dieckhoff St	046-5058-743-0236	\$50,000										\$ 41,156.55	\$ 8,843.45	
Sanitary - Burr Av	046-5059-743-0236	\$70,000										\$ 58,600.00	\$ 11,400.00	\$ 387,605.45
Storm - Various Repairs (2022)	049-5203-743-0236	\$37,355										\$ 37,355.00	\$ -	
Storm - Various Repairs (2023)	049-5203-743-0236	\$227,000										\$ 46,950.00	\$ 180,050.00	
Storm - Pavement Repair (2022)	049-5249-743-0236	\$17,218										\$ 17,218.00	\$ -	
Storm - Pavement Repair (2023)	049-5249-743-0236	\$55,000										\$ 59,199.00	\$ (4,199.00)	
Storm - Chestnut St	049-5276-743-0236	\$182,000										\$ 182,000.00	\$ -	
Storm - River St/High St	049-5277-743-0236	\$50,000				\$ 42,430.00		\$ 42,430.00				\$ 42,430.00	\$ 7,570.00	
Storm - Columbian Av	049-5278-743-0236	\$97,000	\$ 56,319.60		\$ 56,319.60							\$ 56,319.60	\$ 40,680.40	\$ 224,101.40
Water Main - Chestnut St		\$449,000										\$ 490,655.00	\$ (41,655.00)	
Water Main - Dieckhoff St		\$56,000										\$ 54,349.00	\$ 1,651.00	
Water Main - Burr Av		\$66,000										\$ 58,369.00	\$ 7,631.00	
Water Main - Laudan Blvd		\$128,000										\$ 96,176.00	\$ 31,824.00	
Water Main - Memorial Park Courts		\$203,000										\$ 252,871.00	\$ (49,871.00)	
Water Main - High St/River St		\$196,000				\$199,910.00		\$199,910.00				\$ 199,910.00	\$ (3,910.00)	
Water Main - Brantwood Dr		\$262,000										\$ 261,807.00	\$ 193.00	
Water Main - Brantwood Ct		\$37,000										\$ 44,648.00	\$ (7,648.00)	
Water Main - Columbian Av		\$200,000	\$192,422.00		\$192,422.00							\$ 192,422.00	\$ 7,578.00	
Water Maintenance Mains	400-0402-770-6730	\$250,000										\$ 161,183.00	\$ 88,817.00	
Water Maintenance Services	400-0402-770-6750	\$100,000										\$ -	\$ 100,000.00	
Water Miscellaneous Maintenance Services	400-0402-770-0474											\$ -	\$ -	\$ 134,610.00
<b>TOTAL</b>		<b>\$10,144,041.00</b>	<b>\$781,639.60</b>	<b>\$0.00</b>	<b>\$781,639.60</b>	<b>\$442,925.00</b>	<b>\$0.00</b>	<b>\$442,925.00</b>	<b>\$123,648.00</b>	<b>\$0.00</b>	<b>\$123,648.00</b>	<b>\$ 8,309,090.15</b>	<b>\$ 1,834,950.85</b>	<b>\$ 1,834,950.85</b>

**Minutes of the Board of Public Works Meeting  
Tuesday, May 9, 2023 at 11:30 a.m.**

**MEMBERS PRESENT:** Mayor Lang, City Attorney Rashid, Director of Finance Rasmussen, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, Aldermen Lendrum and Hillstrom.

**ALSO PRESENT:** Director of Parks & Recreation Kading and City Clerk Nagel.

**CALL TO ORDER:** Mayor Lang called the meeting to order at 11:32 a.m.

I. Approval of the minutes of the April 25, 2023 meeting. (Minutes can be found on the City web site)  
**MSC Lendrum/Kaiser to approve the meeting minutes as written, all voting aye.**

II. Appearances.  
None.

III. Unfinished Business.  
None.

IV. New Business.

A. Public Works

1. Award Contract 7-23, Sanitary & Storm Sewer, Water Main and Street Construction on High Street and River Street, to Carl Bowers & Sons Construction Inc., in the amount of \$442,925.00.

**MSC Kaiser/Hillstrom to recommend Council award Contract 7-23 to Carl Bowers & Sons Construction in the amount of \$442,925.00, all voting aye.**

Report

Discussion: Director Kaiser advised that less of the work is being done on this contract because it was determined that the sanitary sewer did not need replacing. Therefore, the sanitary sewer relay has been removed from the contract. The funds for this work will be moved back to the sanitary sewer utility fund balance.

2. Pay Request No.1, Contract 1-23, Sanitary Sewer, Water Main and Street Construction on Burr Avenue, Chestnut Street, Dickehoff Street and Laudan Boulevard, to Don E. Parker Excavating, in the amount of \$431,668.54. (Attachment)

**MSC Kaiser/Lendrum to approve Pay Request No.1, Contract 1-23 to Don E. Parker Excavating, in the amount of \$431,668.54, all voting aye.**

Info. Only

Discussion: The bulk of the sewer and water main installation is complete. The project is progressing nicely.

3. Pay Request No.1, Contract 5-23, Street Construction, Curb & Gutter, Sidewalks and Apron Installation in Arthur Plat, Cardinal Plat, Integrity Acres, 1<sup>st</sup> Addition to Integrity Acres, and Liberty Heights Subdivisions to MCC, Inc., in the amount of \$118,891.55. (Attachment)

**MSC Kaiser/Lendrum to approve Pay Request No.1, Contract 5-23, to MCC, Inc., in the amount of \$118,891.55, all voting aye.**

Info. Only

Discussion: The project is ahead of schedule. The two-inch street mat has not been installed yet in Liberty Heights. The contractor was asked to carefully pour aprons to avoid any drainage issues. Amber Lane is scheduled to be paved next week.

Info. Only

4. Pay Request No.1, Contract 6-23, Sanitary & Storm Sewer, Water Main and Street Construction on Columbian Avenue, to Donald Hietpas & Sons, Inc., in the amount of \$316,822.32. (Attachment)  
**MSC Kaiser/Haese to approve Pay Request No.1, Contract 6-23 to Donald Hietpas & Sons, Inc., in the amount of \$316,822.32, all voting aye.**

Discussion: The project is progressing nicely. Water and sewer main are installed and the project is in the gravel resting period.

B. Park & Recreation

Info. Only

1. Pay Request No. 4, Arrowhead Park Phase 2B Pier to Lunda Construction Company, Black River Falls, WI in the amount of \$50,527.65 for work completed through April 30, 2023 utilizing approved budgeted 2021 CIP Carry Forward Funds. (Attachment)  
**MSC Kaiser/Rasmussen to approve Pay Request No. 4, Arrowhead Park Phase 2B Pier to Lunda Construction Company, Black River Falls, WI in the amount of \$50,527.65, all voting aye.**

Discussion: The project is about seventy-five percent completed. The project is expected to be completed and opened to the public by July. Weather and high water were a factor in the delay of the overall project.

- IV. Any announcements/questions for the Board.  
None.

- V. Adjournment.  
**MSC Kaiser/Haese to adjourn, all voting aye. Meeting adjourned at 11:55 a.m.**

Respectfully Submitted,



Charlotte Nagel  
City Clerk

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

Contractor Name: Don E. Parker Excavating		Contract No. 1-23	
Address N2573 Highway 15		Contract Amount \$2,474,739.50	
City Hortonville WI 54944			
Name of Project		Sanitary, Water Main and Street Construction	
Location of Project		Burr Avenue, Chestnut Street, Dieckhoff Street, and Laudan Boulevard	
Pay Request No. 1		For Period March 1, 2023 to April 30, 2023	

**CONTRACT SUMMARY**

Original Contract Amount	\$2,474,739.50
Net Amount of Change Order	\$0.00
Adjusted Contract Amount	<u>\$2,474,739.50</u>

**WORK PERFORMED TO DATE**

Work Performed to Date	\$454,387.94
Less Retainage of 5%. If different indicate here	\$22,719.40
Net Amount Earned to Date	\$431,668.54
Less Previous Payments	\$0.00

**BALANCE DUE THIS PAYMENT** \$431,668.54

**CONTRACT BREAKOUT**

	Account Numbers	Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Sanitary Sewer Various Repairs	046-5001-743-0236	\$180,000.00	\$0.00	\$0.00	\$0.00
Sanitary Sewer-Burr Ave	046-5059-743-0236	\$70,000.00	\$58,600.00	\$46,841.94	\$0.00
Sanitary Sewer-Chestnut St	046-5055-743-0236	\$680,000.00	\$570,000.00	\$210,012.75	\$0.00
Sanitary Sewer -Dieckhoff St	046-5058-743-0236	\$50,000.00	\$41,156.55	\$0.00	\$0.00
Storm Sewer Various Repairs	049-5203-743-0236	\$227,000.00	\$67,135.45	\$0.00	\$0.00
Storm Sewer-Chestnut St	049-5276-743-0236	\$182,000.00	\$182,000.00	\$0.00	\$0.00
Street Constr-Burr Ave	012-4335-743-0236	\$89,000.00	\$78,000.00	\$0.00	\$0.00
Street Constr-Chestnut St	012-4333-743-0236	\$710,000.00	\$624,000.00	\$0.00	\$0.00
Street Constr-Dieckhoff St	012-4334-743-0236	\$61,000.00	\$54,298.50	\$0.00	\$0.00
Street Constr-Laudan Blvd	012-4337-743-0236	\$114,000.00	\$100,000.00	\$0.00	\$0.00
Water Constr-Burr Ave	400-0000-207-0514	\$66,000.00	\$58,369.00	\$36,313.11	\$0.00
Water Constr-Chestnut St	400-0000-207-0511	\$449,000.00	\$490,655.00	\$138,500.75	\$0.00
Water Constr-Dieckhoff St	400-0000-207-0513	\$56,000.00	\$54,349.00	\$0.00	\$0.00
Water Constr-Laudan Blvd	400-0000-207-0512	\$128,000.00	\$96,176.00	\$0.00	\$0.00
		<u>\$3,062,000.00</u>	<u>\$2,474,739.50</u>	<u>\$431,668.54</u>	<u>\$0.00</u>

**CERTIFICATION OF CONTRACTOR:**

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

Certified by Engineer	_____	Date: 5-2-23
Certified by Public Works	_____	Date: 5-2-2023
Certified by Water Utility	_____	Date: 5/2/2023
Certified by Contractor	_____	Date: _____
	Approved BPW _____	Date: _____
	Approved Common Council (Final Payments Only)	Date: _____

Contract 1-23  
Sanitary Storm Sewer, Water, and Street Construction  
Burr Ave., Chestnut St., Dieckhoff St., Laudan Blvd.

Item Code	Item Description	UofM	QTY	Unit Price	Extension	Quantity Completed to Date	Pay Request No.1					
							Quantity Completed this Period	\$ Completed this Period	Retainage Due this Period	Due this Estimate	Previously Paid	Total Due Contractor
101.3	Furnish and Relay 8-inch PVC Sanitary Sewer	Lin. Ft.	2680	\$76.75	\$205,690.00	1,795	1,795.00	\$137,766.25	\$6,888.31	\$130,877.94	\$0.00	\$137,766.25
101.4	Furnish and Relay 10-inch PVC Sanitary Sewer	Lin. Ft.	337	\$86.35	\$29,099.95	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102.3	Furnish and Relay 6 inch Sanitary Lateral in ROW	Lin. Ft.	1800	\$80.45	\$144,810.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102.4	Furnish and Relay 6 inch Sanitary Lateral ROW to House	Lin. Ft.	100	\$61.60	\$6,160.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102.6	Reconnect Lateral to Main	Each	2	\$240.00	\$480.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
103.1	Furnish and Pipeburst 4-inch Sanitary Lateral	Lin. Ft.	2800	\$5.15	\$14,420.00	1,302	1,302.00	\$6,705.30	\$335.27	\$6,370.04	\$0.00	\$6,705.30
103.2	Furnish and Pipeburst 6-inch Sanitary Lateral	Lin. Ft.	200	\$20.60	\$4,120.00	233	233.00	\$4,799.80	\$239.99	\$4,559.81	\$0.00	\$4,799.80
103.3	Reconnect Sanitary Lateral at Foundation - Pipeburst	Each	5	\$1,545.00	\$7,725.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
103.4	Reconnect Under Basement Floor - Pipeburst	Each	74	\$2,678.00	\$198,172.00	38	38.00	\$101,764.00	\$5,088.20	\$96,675.80	\$0.00	\$101,764.00
103.4.1	Remove Building Footing to allow Pipeburst	Each	5	\$309.00	\$1,545.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
103.5	Extra Hole - Pipeburst	Each	3	\$515.00	\$1,545.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
104.1	Furnish and Install Standard Manhole	Ver. Ft.	92	\$506.80	\$46,625.60	35	35.00	\$17,738.00	\$886.90	\$16,851.10	\$0.00	\$17,738.00
105.1	Abandon Sanitary Manhole	Each	2	\$350.00	\$700.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105.2	Adjust Sanitary Manhole	Each	3	\$650.00	\$1,950.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105.6	Remove Sanitary Manhole	Each	14	\$200.00	\$2,800.00	8	8.00	\$1,600.00	\$80.00	\$1,520.00	\$0.00	\$1,600.00
106.1	Clean and Televiser Sewer (Sanitary only)	Lump Sum	1	\$3,914.00	\$3,914.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
					<b>\$669,756.55</b>			<b>\$270,373.35</b>	<b>\$13,518.67</b>	<b>\$256,854.68</b>	<b>\$0.00</b>	<b>\$270,373.35</b>

Contract 1-23  
Sanitary Storm Sewer, Water, and Street Construction  
Burr Ave., Chestnut St., Dieckhoff St., Laudan Blvd.

Item Code	Item Description	UofM	QTY	Unit Price	Extension	Quantity Completed to Date	Quantity Completed this Period	Pay Request No.1			Previously Paid	Total Due Contractor
								\$ Completed this Period	Retainage Due this Period	Due this Estimate		
201.1.1	Furnish & Install 6-inch PVC C-900 Main	Lin. Ft.	40	\$213.80	\$8,552.00	17	17.00	\$3,634.60	\$181.73	\$3,452.87	\$0.00	\$3,634.60
201.1.2	Furnish & Install 8-inch PVC C-900 Main	Lin. Ft.	3400	\$84.70	\$287,980.00	1,528	1,528.00	\$129,421.60	\$6,471.08	\$122,950.52	\$0.00	\$129,421.60
201.1.4	Furnish & Install 12-inch PVC C-900 Main	Lin. Ft.	610	\$125.50	\$76,555.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202.1.2	Furnish & Install 1.25-inch PE Water Service in ROW by Trenching	Lin. Ft.	1600	\$57.00	\$91,200.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202.2.2	Furnish & Install 1.25-inch PE Water Service in ROW by Pulling	Lin. Ft.	100	\$15.00	\$1,500.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202.3.2	Furnish & Install 1.25-inch PE Water Service in ROW by Drilling	Lin. Ft.	100	\$30.90	\$3,090.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202.4.2	Furnish & Install 1.25-inch PE Water Service from ROW to Structure by Trenching	Lin. Ft.	100	\$30.90	\$3,090.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202.5.2	Furnish & Install 1.25-inch PE Water Service from ROW to Structure by Pulling	Lin. Ft.	100	\$30.90	\$3,090.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202.6.2	Furnish & Install 1.25-inch PE Water Service from ROW to Structure by Drilling	Lin. Ft.	100	\$30.90	\$3,090.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
202.7.1	Furnish & Install 1.25-inch PE Service from ROW to Structure by Pulling w/Sanitary Sewer Pipeburst	Lin. Ft.	2500	\$3.09	\$7,725.00	1,371	1,371.00	\$4,236.39	\$211.82	\$4,024.57	\$0.00	\$4,236.39
202.8.1	Furnish & Install 1.25-inch PE Service from ROW to Structure by Excavation in same Trench as Sanitary Lateral	Lin. Ft.	100	\$7.50	\$750.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Contract 1-23  
Sanitary Storm Sewer, Water, and Street Construction  
Burr Ave., Chestnut St., Dieckhoff St., Laudan Blvd.

Item Code	Item Description	UofM	QTY	Unit Price	Extension	Quantity Completed to Date	Quantity Completed this Period	Pay Request No.1			Previously Paid	Total Due Contractor
								\$ Completed this Period	Retainage Due this Period	Due this Estimate		
202.9.2	Furnish & Install 1.25-inch Service Brass Set	Each	79	\$482.00	\$38,078.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203.1.1	Furnish & Install Cathodic Protection to Water Service	Each	6	\$230.00	\$1,380.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203.1.3	Water Service Connection to Structure	Each	79	\$824.00	\$65,096.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203.1.4	Water Service Extra Hole (Curb Stop Connection)	Each	3	\$515.00	\$1,545.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203.1.6	Abandon Valve Box	Each	7	\$200.00	\$1,400.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203.1.7	Abandon Valve Manhole	Each	1	\$650.00	\$650.00	1	1.00	\$650.00	\$32.50	\$617.50	\$0.00	\$650.00
204.2.4	Furnish & Install 8-inch MJRW Valve and Box	Each	13	\$2,674.00	\$34,762.00	6	6.00	\$16,044.00	\$802.20	\$15,241.80	\$0.00	\$16,044.00
204.2.6	Furnish & Install 12-inch MJRW Valve and Box	Each	2	\$4,480.00	\$8,960.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
205.1	Furnish & Install Hydrant, Lead and Valve	Each	8	\$7,507.00	\$60,056.00	4	4.00	\$30,028.00	\$1,501.40	\$28,526.60	\$0.00	\$30,028.00
205.2	Abandon Hydrant	Each	4	\$250.00	\$1,000.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
					<b>\$699,549.00</b>			<b>\$184,014.59</b>	<b>\$9,200.73</b>	<b>\$174,813.86</b>	<b>\$0.00</b>	<b>\$184,014.59</b>
301.4	Furnish and Relay 10-inch Storm Sewer	Lin. Ft.	380	\$56.90	\$21,622.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
301.5	Furnish and Relay 12-inch Storm Sewer	Lin. Ft.	1410	\$58.95	\$83,119.50	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
301.5.1	Furnish and Relay 15-inch Storm Sewer	Lin. Ft.	640	\$59.95	\$38,368.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
303.1	Furnish and Install 4-inch Storm Sewer Lateral	Lin. Ft.	900	\$48.20	\$43,380.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
304.1	Furnish and Install Sump pump Pit (separate)	Each	10	\$412.00	\$4,120.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Contract 1-23  
Sanitary Storm Sewer, Water, and Street Construction  
Burr Ave., Chestnut St., Dieckhoff St., Laudan Blvd.

Item Code	Item Description	UofM	QTY	Unit Price	Extension	Quantity Completed to Date	Quantity Completed this Period	Pay Request No.1			Previously Paid	Total Due Contractor
								\$ Completed this Period	Retainage Due this Period	Due this Estimate		
304.2	Furnish and Install Sump Pump pit w/ Sanitary Pipeburst	Each	3	\$257.50	\$772.50	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
305.1	Furnish and Install Catch Basin	Each	16	\$1,967.00	\$31,472.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
305.8	Adjust Storm Catch Basin	Each	2	\$700.00	\$1,400.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
305.9	Remove Storm Catch Basin	Each	16	\$250.00	\$4,000.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
306.1	Furnish and Install Storm Manhole	Vert Ft	31	\$512.75	\$15,895.25	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
306.8	Adjust Storm Manhole	Each	2	\$700.00	\$1,400.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
306.9	Remove Storm Manhole	Each	8	\$250.00	\$2,000.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
308.2.4	Install and Maintain Type "D" Inlet Protection	Each	22	\$72.10	\$1,586.20	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
					<b>\$249,135.45</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
402.2.6.2	Remove Existing Pavement and Maintain Utility Trench	Lin. Ft.	12000	\$0.75	\$9,000.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
405.1	Sawcut Existing Bituminous Pavement	Lin. Ft.	500	\$1.55	\$775.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
402.2.6.1	Remove Existing Bituminous Pavement	Sq. Yd.	13000	\$0.01	\$130.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
403.2.5.1	Remove Concrete Curb and Gutter	Lin. Ft.	6700	\$1.55	\$10,385.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
404.4.5	Remove Concrete Sidewalk/Driveway Apron	Sq. Ft.	20000	\$0.36	\$7,200.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
402.1.7.4	Unclassified Excavation	Cu. Yd.	9000	\$9.99	\$89,910.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
402.1.4.11	Furnish and Install Geogrid	Sq. Yd.	15000	\$1.90	\$28,500.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
401.1.1	Furnish and Install Crushed Aggregate Base	Ton	11000	\$15.86	\$174,460.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
403.2.1.7	Furnish and Install 30-inch Concrete Curb and Gutter (continuous)	Lin. Ft.	6600	\$16.48	\$108,768.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
403.2.1.8	Furnish and Install 30-inch Concrete Curb and Gutter (repair)	Lin. Ft.	100	\$61.80	\$6,180.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Contract 1-23  
Sanitary Storm Sewer, Water, and Street Construction  
Burr Ave., Chestnut St., Dieckhoff St., Laudan Blvd.

Item Code	Item Description	UofM	QTY	Unit Price	Extension	Quantity Completed to Date	Quantity Completed this Period	Pay Request No.1			Previously Paid	Total Due Contractor
								\$ Completed this Period	Retainage Due this Period	Due this Estimate		
404.3.2	Furnish and Install 6-inch Concrete Sidewalk/Driveway	Sq. Ft.	10000	\$6.64	\$66,400.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
404.1.1	Furnish and Install 4" Concrete Sidewalk	Sq. Ft.	10000	\$6.34	\$63,400.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
706.2	Install Detectable Warning Fields (supplied by City)	Each	30	\$77.25	\$2,317.50	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
402.1.5.3	Furnish and Install 1/2-inch rods	Lin. Ft.	550	\$2.06	\$1,133.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102.1.5.3.1	Fine Grade Roadway	Sq. Yd.	12000	\$1.85	\$22,200.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
402.2.3.1	Furnish and Install HMA Pavement (4-inch)	Ton	2750	\$75.60	\$207,900.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
505.1	Furnish & Install Terracing, Fertilize, Seed & Hydromulch	Sq. Yd.	5000	\$7.72	\$38,600.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
706.1	Install and Maintain Traffic Control	Lump Sum	1	\$19,040.00	\$19,040.00	0	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
					<b>\$856,298.50</b>	<b>0</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
					<b>\$2,474,739.50</b>			<b>\$454,387.94</b>	<b>\$22,719.40</b>	<b>\$431,668.54</b>	<b>\$0.00</b>	<b>\$454,387.94</b>

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

Contractor Name: MCC, Inc.		Contract No. 5-23	
Address 2600 Roemer Rd		Contract Amount \$2,776,445.00	
City Appleton WI 54911			
Name of Project		Street Construction, Curb & Gutter, Sidewalk, and Apron	
Location of Project		Arthur Plat, Cardinal Plat, Integrity Acres, and Liberty Heights	
Pay Request No.	1	For Period	March 1, 2023 to April 30, 2023

**CONTRACT SUMMARY**

Original Contract Amount	\$2,776,445.00
Net Amount of Change Order	\$0.00
Adjusted Contract Amount	<u>\$2,776,445.00</u>

**WORK PERFORMED TO DATE**

Work Performed to Date	\$125,149.00
Less Retainage of 5%. If different indicate here	\$6,257.45
Net Amount Earned to Date	\$118,891.55
Less Previous Payments	\$0.00

**BALANCE DUE THIS PAYMENT**

**\$118,891.55**

**CONTRACT BREAKOUT**

	Account Numbers	Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Street Construction-Arthur Plat	012-4629-743-0236	\$129,000.00	\$94,093.00	\$35,677.25	\$0.00
Street Construction-Cardinal Plat	012-4630-743-0236	\$363,000.00	\$272,842.00	\$69,188.50	\$0.00
Street Construction-Integrity Acres	012-4628-743-0236	\$743,000.00	\$479,047.00	\$14,025.80	\$0.00
Street Construction-Liberty Heights	012-4627-743-0236	\$2,031,000.00	\$1,765,463.00	\$0.00	\$0.00
Sidewalk Construction-Integrity Acres	012-5351-743-0236	\$118,000.00	\$118,000.00	\$0.00	\$0.00
Sidewalk Construction-Cardinal Plat	012-5352-743-0236	\$47,000.00	\$47,000.00	\$0.00	\$0.00
		<u>\$3,431,000.00</u>	<u>\$2,776,445.00</u>	<u>\$118,891.55</u>	<u>\$0.00</u>

**CERTIFICATION OF CONTRACTOR:**

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

Certified by Engineer		Date: 5/3/23
Certified by Public Works		Date: 5/4/23
Certified by Water Utility		Date:
Certified by Contractor		Date:
	Approved BPW _____	Date:
	Approved Common Council (Final Payments Only)	Date:

City of Neenah Contract 5-23  
Street, Curb Gutter, Sidewalk, Apron  
Arthur Plat, Cardinal Plat,  
Integrity Acres and Liberty Heights

	Item Code	Item Description	UofM	QTY	Unit Price	Extension	Quantity Completed to Date	Quantity Completed this Period	Pay Request No.1		
									Due to Contractor	Retainage Due this Period	Due this Estimate
1	405.1	Sawcut Existing Bituminous Pavement	Lin. Ft.	1,200	\$1.65	\$1,980.00	0	0.00	\$0.00	\$0.00	\$0.00
2	402.2.6.1	Pulverize existing 2-inch HMA pavement	Sq. Yd.	31,000	\$0.50	\$15,500.00	1,900	1,900.00	\$950.00	\$47.50	\$902.50
3	403.2.5.1	Remove Concrete Curb and Gutter	Lin. Ft.	80	\$4.00	\$320.00	30	30.00	\$120.00	\$6.00	\$114.00
4	404.4.4	Remove Concrete Sidewalk/Driveway Apron	Sq. Ft.	70,000	\$0.41	\$28,700.00	5,050	5,050.00	\$2,070.50	\$103.53	\$1,966.98
5	402.1.7.4	Unclassified Excavation	Cu. Yd.	6,650	\$12.40	\$82,460.00	0	0.00	\$0.00	\$0.00	\$0.00
6	402.1.4.11	Furnish and Install Geogrid	Sq. Yd.	2,000	\$2.00	\$4,000.00	0	0.00	\$0.00	\$0.00	\$0.00
7	401.1.1	Furnish and Install Base Crushed Aggregate Base	Ton	18,250	\$13.00	\$237,250.00	0	0.00	\$0.00	\$0.00	\$0.00
8	403.2.1.7	Furnish & Install 30-inch Concrete Curb and Gutter (continuous)	Lin. Ft.	30,000	\$14.60	\$438,000.00	5,500	5,500.00	\$80,300.00	\$4,015.00	\$76,285.00
9	404.4.1	Furnish & Install 4-inch Concrete Sidewalk Repair	Sq. Ft.	19,000	\$6.57	\$124,830.00	0	0.00	\$0.00	\$0.00	\$0.00
10	404.4.2	Furnish & Install 6-inch Concrete Sidewalk/Driveway Apron Repair	Sq. Ft.	77,000	\$7.78	\$599,060.00	5,200	5,200.00	\$40,456.00	\$2,022.80	\$38,433.20
11	105.2	Adjust sewer manhole	Each	155	\$725.00	\$112,375.00	0	0.00	\$0.00	\$0.00	\$0.00
12	203.1.6	Adjust Water Valve Box	Each	55	\$100.00	\$5,500.00	0	0.00	\$0.00	\$0.00	\$0.00
13	306.6	Furnish and install Chimney Seal	Each	73	\$835.00	\$60,955.00	0	0.00	\$0.00	\$0.00	\$0.00
14	305.7	Adjust Storm Catch Basin	Each	82	\$550.00	\$45,100.00	0	0.00	\$0.00	\$0.00	\$0.00
15	308.2.3	Install & Maintain Catch Basin Protection Type C	Each	88	\$55.00	\$4,840.00	0	0.00	\$0.00	\$0.00	\$0.00
16	9999	Fine grade road base	Sq. Yd.	48,000	\$1.30	\$62,400.00	0	0.00	\$0.00	\$0.00	\$0.00

City of Neenah Contract 5-23  
Street, Curb Gutter, Sidewalk, Apron  
Arthur Plat, Cardinal Plat,  
Integrity Acres and Liberty Heights

	Item Code	Item Description	UofM	QTY	Unit Price	Extension	Quantity Completed to Date	Quantity Completed this Period	Pay Request No.1		
									Due to Contractor	Retainage Due this Period	Due this Estimate
17	402.2.3.1	Furnish & Install HMA Pavement (4-inch)	Ton	10,550	\$70.00	\$738,500.00	0	0.00	\$0.00	\$0.00	\$0.00
18	402.1.5.1	Furnish and Install 1/2-inch rods	Lin. Ft.	2,100	\$1.50	\$3,150.00	0	0.00	\$0.00	\$0.00	\$0.00
19	403.2.4.7	Furnish & Install Detectable Warning Fields (Furnished by City)	Each	30	\$100.00	\$3,000.00	2	2.00	\$200.00	\$10.00	\$190.00
20	505.1	Furnish & Install Terracing, Fertilize, Seed & Hydromulch	Sq. Yd.	40,000	\$4.95	\$198,000.00	0	0.00	\$0.00	\$0.00	\$0.00
21	706.1	Install and Maintain Traffic Control	Lump Sum	1	\$10,525.00	\$10,525.00	.10	0.10	\$1,052.50	\$52.63	\$999.88
						<b>\$2,776,445.00</b>			<b><u>\$125,149.00</u></b>	<b><u>\$6,257.45</u></b>	<b><u>\$118,891.55</u></b>

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

Contractor Name: Donald Hietpas & Sons, Inc.		Contract No. 6-23	
Address: 1450 E North Avenue		Contract Amount \$781,639.00	
City Little Chute WI 54140			
Name of Project	Sanitary & Storm Sewer, Water Main and Street Construction		
Location of Project	Columbian Avenue		
Pay Request No. 1	For Period	March 1, 2023 to April 30, 2023	

**CONTRACT SUMMARY**

Original Contract Amount	\$781,639.00
Net Amount of Change Order	\$0.00
Adjusted Contract Amount	<u>\$781,639.00</u>

**WORK PERFORMED TO DATE**

Work Performed to Date	\$333,497.18
Less Retainage of 5%. If different indicate here _____	\$16,674.86
Net Amount Earned to Date	\$316,822.32
Less Previous Payments	\$0.00

**BALANCE DUE THIS PAYMENT** \$316,822.32

**CONTRACT BREAKOUT**

	Account Numbers	Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Street Construction	012-4341-743-0236	\$345,000.00	\$239,944.00	\$0.00	\$0.00
Sanitary Sewer Construction	046-5057-743-0236	\$210,000.00	\$292,954.00	\$179,633.10	\$0.00
Storm Sewer Construction	049-5278-743-0236	\$97,000.00	\$56,319.00	\$14,667.72	\$0.00
Water Main Construction	400-0000-207-0523	\$200,000.00	\$192,422.00	\$122,521.50	\$0.00
		<u>\$852,000.00</u>	<u>\$781,639.00</u>	<u>\$316,822.32</u>	<u>\$0.00</u>

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

Certified by Engineer	_____	Date: 5-2-23
Certified by Public Works	_____	Date: 5-2-2023
Certified by Water Utility	_____	Date: 5/2/2023
Certified by Contractor	_____	Date: _____
	Approved BPW _____	Date: _____
	Approved Common Council (Final Payments Only)	Date: _____

City of Neenah Contract 6-23  
Sanitary, Water, and Street Construction  
Columbian Avenue

Item Code	Item Description	UofM	QTY	Unit Price	Extension	Quantity Completed to Date	Pay Request No.1				
							Quantity Completed this Period	Due to Contractor	Retainage Due this Period	Due this Estimate	
<b>Sanitary</b>											
1	101.3	Furnish and Relay 8-inch PVC Sanitary Sewer	Lin. Ft.	260	\$99.00	\$25,740.00	262.00	262.00	\$25,938.00	\$1,296.90	\$24,641.10
2	101.4	Furnish and Relay 12-inch PVC Sanitary Sewer	Lin. Ft.	30	\$148.25	\$4,447.50	3.00	3.00	\$444.75	\$22.24	\$422.51
3	101.4	Furnish and Relay 18-inch PVC Sanitary Sewer	Lin. Ft.	730	\$173.65	\$126,764.50	726.50	726.50	\$126,156.73	\$6,307.84	\$119,848.89
4	102.3	Furnish and Relay 6 inch Sanitary Lateral in ROW	Lin. Ft.	600	\$93.00	\$55,800.00	245.00	245.00	\$22,785.00	\$1,139.25	\$21,645.75
5	102.4	House	Lin. Ft.	50	\$50.00	\$2,500.00	0.00	0.00	\$0.00	\$0.00	\$0.00
6	102.6	Reconnect Lateral to Main	Each	1	\$500.00	\$500.00	0.00	0.00	\$0.00	\$0.00	\$0.00
7	103.1	Furnish and Pipeburst 4-inch Sanitary Lateral	Lin. Ft.	700	\$5.05	\$3,535.00	0.00	0.00	\$0.00	\$0.00	\$0.00
8	103.2	Furnish and Pipeburst 6-inch Sanitary Lateral	Lin. Ft.	35	\$20.20	\$707.00	0.00	0.00	\$0.00	\$0.00	\$0.00
9	103.3	Reconnect Sanitary Lateral at Foundation - Pipeburst	Each	2	\$2,020.00	\$4,040.00	0.00	0.00	\$0.00	\$0.00	\$0.00
10	103.4	Reconnect Under Basement Floor - Pipeburst	Each	20	\$2,525.00	\$50,500.00	0.00	0.00	\$0.00	\$0.00	\$0.00
11	103.5	Extra Hole - Pipeburst	Each	1	\$505.00	\$505.00	0.00	0.00	\$0.00	\$0.00	\$0.00
12	104.1	Furnish and Install Standard Manhole	Ver. Ft.	22.5	\$580.00	\$13,050.00	22.35	22.35	\$12,963.00	\$648.15	\$12,314.85
13	105.2	Adjust Sanitary Manhole	Each	2	\$800.00	\$1,600.00	0.00	0.00	\$0.00	\$0.00	\$0.00
14	105.6	Remove Sanitary Manhole	Each	2	\$400.00	\$800.00	2.00	2.00	\$800.00	\$40.00	\$760.00
15	106.1	Clean and Televiser Sewer (Sanitary only)	Lump Sum	1	\$2,465.00	\$2,465.00	0.00	0.00	\$0.00	\$0.00	\$0.00
<b>Total Sanitary Bid</b>						<b>\$292,954.00</b>			<b>\$189,087.48</b>	<b>\$9,454.37</b>	<b>\$179,633.10</b>
<b>Water</b>											
17	201.1.1	Furnish & Install 6-inch PVC C-900 Main	Lin. Ft.	40	\$150.00	\$6,000.00	21.00	21.00	\$3,150.00	\$157.50	\$2,992.50
18	201.1.2	Furnish & Install 8-inch PVC C-900 Main	Lin. Ft.	1000	\$90.00	\$90,000.00	965.00	965.00	\$86,850.00	\$4,342.50	\$82,507.50
19	202.1.2	Furnish & Install 1.25-inch PE Water Service in ROW by Trenching	Lin. Ft.	550	\$60.00	\$33,000.00	62.00	62.00	\$3,720.00	\$186.00	\$3,534.00
20	202.2.2	Furnish & Install 1.25-inch PE Water Service in ROW by Pulling	Lin. Ft.	25	\$50.00	\$1,250.00	0.00	0.00	\$0.00	\$0.00	\$0.00
21	202.3.2	Furnish & Install 1.25-inch PE Water Service in ROW by Drilling	Lin. Ft.	25	\$50.00	\$1,250.00	0.00	0.00	\$0.00	\$0.00	\$0.00
22	202.4.2	Furnish & Install 1.25-inch PE Water Service from ROW to Structure by Trenching	Lin. Ft.	35	\$50.00	\$1,750.00	0.00	0.00	\$0.00	\$0.00	\$0.00

City of Neenah Contract 6-23  
Sanitary, Water, and Street Construction  
Columbian Avenue

Item Code	Item Description	UofM	QTY	Unit Price	Extension	Quantity Completed to Date	Quantity Completed this Period	Pay Request No.1			
								Due to Contractor	Retainage Due this Period	Due this Estimate	
23	202.5.2	Furnish & Install 1.25-inch PE Water Service from ROW to Structure by Pulling	Lin. Ft.	35	\$30.30	\$1,060.50	0.00	0.00	\$0.00	\$0.00	\$0.00
24	202.6.2	Furnish & Install 1.25-inch PE Water Service from ROW to Structure by Drilling	Lin. Ft.	35	\$30.30	\$1,060.50	0.00	0.00	\$0.00	\$0.00	\$0.00
25	202.7.1	Furnish & Install 1.25-inch PE Service from ROW to Structure by Pulling w/Sanitary Sewer Pipeburst	Lin. Ft.	500	\$5.05	\$2,525.00	0.00	0.00	\$0.00	\$0.00	\$0.00
26	202.8.1	Furnish & Install 1.25-inch PE Service from ROW to Structure by Excavation in same Trench as Sanitary Lateral	Lin. Ft.	35	\$10.00	\$350.00	0.00	0.00	\$0.00	\$0.00	\$0.00
27	202.9.2	Furnish & Install 1.25-inch Service Brass Set	Each	19	\$515.00	\$9,785.00	0.00	0.00	\$0.00	\$0.00	\$0.00
28	203.1.1	Furnish & Install Cathodic Protection to Water Service	Each	2	\$118.00	\$236.00	0.00	0.00	\$0.00	\$0.00	\$0.00
29	203.1.3	Water Service Connection to Structure	Each	19	\$505.00	\$9,595.00	0.00	0.00	\$0.00	\$0.00	\$0.00
30	203.1.4	Water Service Extra Hole (Curb Stop Connection)	Each	2	\$505.00	\$1,010.00	0.00	0.00	\$0.00	\$0.00	\$0.00
31	203.1.6	Abandon Valve Box	Each	2	\$200.00	\$400.00	1.00	1.00	\$200.00	\$10.00	\$190.00
32	204.2.4	Furnish & Install 8-inch MJRW Valve and Box	Each	4	\$2,600.00	\$10,400.00	5.00	5.00	\$13,000.00	\$650.00	\$12,350.00
33	205.1	Furnish & Install Hydrant, Lead and Valve	Each	3	\$7,350.00	\$22,050.00	3.00	3.00	\$22,050.00	\$1,102.50	\$20,947.50
34	205.2	Abandon Hydrant	Each	2	\$350.00	\$700.00	0.00	0.00	\$0.00	\$0.00	\$0.00
<b>Total Water Bid</b>						<b>\$192,422.00</b>			<b>\$128,970.00</b>	<b>\$6,448.50</b>	<b>\$122,521.50</b>
<b>Storm Storm</b>											
38	301.4	Furnish and Relay 10-inch Storm Sewer	Lin. Ft.	120	\$62.00	\$7,440.00	0.00	0.00	\$0.00	\$0.00	\$0.00
39	301.5	Furnish and Relay 12-inch Storm Sewer	Lin. Ft.	255	\$60.00	\$15,300.00	0.00	0.00	\$0.00	\$0.00	\$0.00
40	301.6	Furnish and install 30-inch Storm Sewer	Lin. Ft.	45	\$230.30	\$10,363.50	47.00	47.00	\$10,824.10	\$541.21	\$10,282.90
41	303.1	Furnish and Install 4-inch Storm Sewer Lateral	Lin. Ft.	50	\$52.00	\$2,600.00	0.00	0.00	\$0.00	\$0.00	\$0.00
42	304.1	Furnish and Install Sump pump Pit (separate)	Each	1	\$757.50	\$757.50	0.00	0.00	\$0.00	\$0.00	\$0.00

City of Neenah Contract 6-23  
Sanitary, Water, and Street Construction  
Columbian Avenue

Item Code	Item Description	UofM	QTY	Unit Price	Extension	Quantity Completed to Date	Pay Request No.1			
							Quantity Completed this Period	Due to Contractor	Retainage Due this Period	Due this Estimate
43	304.2 Furnish and Install Sump Pump pit w/ Sanitary Pipeburst	Each	3	\$505.00	\$1,515.00	0.00	0.00	\$0.00	\$0.00	\$0.00
44	305.1 Furnish and Install Catch Basin	Each	4	\$2,300.00	\$9,200.00	0.00	0.00	\$0.00	\$0.00	\$0.00
45	305.8 Adjust Storm Catch Basin	Each	2	\$500.00	\$1,000.00	0.00	0.00	\$0.00	\$0.00	\$0.00
46	305.9 Remove Storm Catch Basin	Each	8	\$250.00	\$2,000.00	0.00	0.00	\$0.00	\$0.00	\$0.00
47	306.1 Furnish and Install Storm Manhole	Lin. Ft.	6.8	\$642.00	\$4,365.60	6.80	6.80	\$4,365.60	\$218.28	\$4,147.32
48	306.8 Adjust Storm Manhole	Each	2	\$500.00	\$1,000.00	0.00	0.00	\$0.00	\$0.00	\$0.00
49	306.9 Remove Storm Manhole	Each	1	\$250.00	\$250.00	1.00	1.00	\$250.00	\$12.50	\$237.50
50	308.2.4 Install and Maintain Type "D" Inlet Protection	Each	6	\$88.00	\$528.00	0.00	0.00	\$0.00	\$0.00	\$0.00
<b>Total Storm Bid</b>					<b>\$56,319.60</b>			<b>\$15,439.70</b>	<b>\$771.99</b>	<b>\$14,667.72</b>
<b>Street</b>										
51	402.2.6.2 Remove Existing Pavement and Maintain Utility Trench	Lin. Ft.	3100	\$1.00	\$3,100.00	0.00	0.00	\$0.00	\$0.00	\$0.00
52	405.1 Sawcut Existing Bituminous Pavement	Lin. Ft.	250	\$2.25	\$562.50	0.00	0.00	\$0.00	\$0.00	\$0.00
53	402.2.6.1 Remove Existing Bituminous Pavement	Sq. Yd.	3600	\$1.37	\$4,932.00	0.00	0.00	\$0.00	\$0.00	\$0.00
54	403.2.5.1 Remove Concrete Curb and Gutter	Lin. Ft.	1850	\$1.94	\$3,589.00	0.00	0.00	\$0.00	\$0.00	\$0.00
55	404.4.5 Remove Concrete Sidewalk/Driveway Apron	Sq. Ft.	5500	\$0.51	\$2,805.00	0.00	0.00	\$0.00	\$0.00	\$0.00
56	402.1.7.4 Unclassified Excavation	Cu. Yd.	2400	\$7.17	\$17,208.00	0.00	0.00	\$0.00	\$0.00	\$0.00
57	402.1.4.11 Furnish and Install Geogrid	Sq. Yd.	3800	\$1.80	\$6,840.00	0.00	0.00	\$0.00	\$0.00	\$0.00
58	401.1.1 Furnish and Install Crushed Aggregate Base	Ton	3050	\$13.95	\$42,547.50	0.00	0.00	\$0.00	\$0.00	\$0.00
59	403.2.1.1 Furnish and Install Concrete Curb & Gutter	Lin. Ft.	1850	\$15.23	\$28,175.50	0.00	0.00	\$0.00	\$0.00	\$0.00
60	404.1.1 Furnish and Install 4" Concrete Sidewalk	Sq. Ft.	2500	\$9.90	\$24,750.00	0.00	0.00	\$0.00	\$0.00	\$0.00
61	404.3.2 Furnish and Install 6-inch Concrete Sidewalk/Driveway	Sq. Ft.	3000	\$10.45	\$31,350.00	0.00	0.00	\$0.00	\$0.00	\$0.00
62	402.1.5.3 Furnish and Install 1/2-inch rods	Lin. Ft.	150	\$3.00	\$450.00	0.00	0.00	\$0.00	\$0.00	\$0.00
63	706.2 Install Detectable Warning Fields (supplied by City)	Each	14	\$50.00	\$700.00	0.00	0.00	\$0.00	\$0.00	\$0.00
64	402.2.3.1 Furnish and Install HMA Pavement (4-inch)	Ton	650	\$84.23	\$54,749.50	0.00	0.00	\$0.00	\$0.00	\$0.00

City of Neenah Contract 6-23  
Sanitary, Water, and Street Construction  
Columbian Avenue

Item Code	Item Description	UofM	QTY	Unit Price	Extension	Quantity Completed to Date	Quantity Completed this Period	Pay Request No.1		
								Due to Contractor	Retainage Due this Period	Due this Estimate
65	505.1 Furnish & Install Terracing, Fertilize, Seed & Hydromulch	Sq. Yd.	2000	\$7.83	\$15,660.00	0.00	0.00	\$0.00	\$0.00	\$0.00
66	706.1 Install and Maintain Traffic Control	Lump Sum	1	\$2,525.00	\$2,525.00	0.00	0.00	\$0.00	\$0.00	\$0.00
<b>Total Street</b>					<b>\$239,944.00</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Total Bid</b>					<b>\$781,639.60</b>			<b>\$333,497.18</b>	<b>\$16,674.86</b>	<b>\$316,822.32</b>



*Department of  
Parks & Recreation*

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**TO:** Mayor Lang and members of the Board of Public Works

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

**DATE:** May 1, 2023

**RE:** Arrowhead Park Phase 2B Pier- Pay Request #4

Attached you will find information pertaining to Pay Request #4 from Lunda Construction, Company Black River Falls, WI in the amount of \$50,527.65 for work complete through March 31, 2023.

**Construction Status:**

- 50% of the decking has been installed. High water is limiting further installation.
- Posts have been installed for the railing system.
- Work will be completed once high water recedes.
- Quiet water launch is expected to be delivered and installed in July.

**Recommended Action:** A motion to approve Pay Request #4 from Lunda Construction Company, Black River Falls, WI in the amount of \$50,527.65 for work completed through April 30, 2023 utilizing approved budgeted 2021 CIP Carry Forward Funds.

If you have any questions, please contact me.

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*Creating Community Through People, Parks & Programs*

Department of Parks & Recreation  
PO Box 426  
Neenah, WI 54957-0426

phone: 920-886-6062  
fax: 920-886-6069  
mkading@ci.neenah.wi.us

# LUNDA CONSTRUCTION

620 Gebhardt Road  
PO Box 669  
Black River Falls, WI 54615  
Ph: (715) 284-9491  
www.lundaconstruction.com

## INVOICE

Customer Acct. No. 561872  
Sold To: CITY OF NEENAH  
211 WALNUT STREET  
NEENAH WI 54956-3026

Application Date: 4/28/2023  
Invoice No. 16045900-04  
Terms: Net 20 Days  
Subcontract # NEENA 159067 14.00  
Lunda Job No. 16045900

Attn: Trevor Frank  
Project Engineer  
E-Mail: tfrank@sehinc.com

RE: Arrowhead Park Pier - Pier Construction

Contract Billing Summary			
Work Performed thru	4/30/2023	\$	439,195.64
Amount Due This Invoice		\$	<u>50,527.65</u>

### Miscellaneous Summary

Description	Amount
Job # 16045900 Progress Payment Request 16045900-04	
1 Partial Payment	\$ 50,527.65

**INVOICE TOTAL \$ 50,527.65**

THANK YOU

Payment Terms: Due Net 20 Days after Invoice Date





Sanitary & Storm Sewer, Water Main, and Street Construction on River Street and High Street

Line Item	Item Code	Item Description	UofM	QTY	Engineer Estimate		Carl Bowers & Sons Const Co. Inc.		Don Hietpas and Sons Inc.		De Groot, Inc	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
<b>Sanitary Base Bid</b>												
1	102.3	Furnish and Relay 6 inch Sanitary Lateral in ROW	Lin. Ft.	260	\$100.00	\$26,000.00	\$110.00	\$28,600.00	\$125.00	\$32,500.00	\$113.23	\$29,439.80
2	102.6	Reconnect Lateral to Main	Each	2	\$1,000.00	\$2,000.00	\$500.00	\$1,000.00	\$1,500.00	\$3,000.00	\$3,030.00	\$6,060.00
3	105.2	Adjust Sanitary Manhole	Each	5	\$600.00	\$3,000.00	\$800.00	\$4,000.00	\$800.00	\$4,000.00	\$1,010.00	\$5,050.00
<b>Total Base Bid Sanitary Sewer</b>						<b>\$31,000.00</b>		<b>\$33,600.00</b>		<b>\$39,500.00</b>		<b>\$40,549.80</b>
<b>Water Base Bid</b>												
4	201.1.1	Furnish & Install 6-inch PVC C-900 Main	Lin. Ft.	10	\$80.00	\$800.00	\$175.00	\$1,750.00	\$250.00	\$2,500.00	\$99.99	\$999.90
5	201.1.2	Furnish & Install 8-inch PVC C-900 Main	Lin. Ft.	910	\$85.00	\$77,350.00	\$99.00	\$90,090.00	\$115.00	\$104,650.00	\$127.09	\$115,651.90
6	9999	Furnish and install 16-inch steel casing pipe - jack and bore	Lin. Ft.	62	\$500.00	\$31,000.00	\$635.00	\$39,370.00	\$705.00	\$43,710.00	\$763.70	\$47,349.40
7	202.1.2	Furnish & Install 1.25-inch PE Water Service in ROW by Trenching	Lin. Ft.	250	\$65.00	\$16,250.00	\$78.00	\$19,500.00	\$70.00	\$17,500.00	\$82.21	\$20,552.50
8	202.1.4	Furnish & Install 2-inch PE Water Service in ROW by Trenching	Lin. Ft.	50	\$70.00	\$3,500.00	\$80.00	\$4,000.00	\$80.00	\$4,000.00	\$83.53	\$4,176.50
9	202.2.2	Furnish & Install 1.25-inch PE Water Service in ROW by Pulling	Lin. Ft.	0	\$60.00	\$0.00	\$85.00	\$0.00	\$0.00	\$0.00	\$120.00	\$0.00
10	202.3.2	Furnish & Install 1.25-inch PE Water Service in ROW by Drilling	Lin. Ft.	0	\$60.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$120.00	\$0.00
11	202.9.2	Furnish & Install 1.25-inch Service Brass Set	Each	11	\$700.00	\$7,700.00	\$750.00	\$8,250.00	\$625.00	\$6,875.00	\$1,212.00	\$13,332.00
12	202.9.4	Furnish & Install 2-inch Service Brass Set	Each	1	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00	\$1,300.00	\$1,300.00	\$1,904.86	\$1,904.86
13	203.1.1	Furnish & Install Cathodic Protection to Water Service	Each	3	\$200.00	\$600.00	\$150.00	\$450.00	\$130.00	\$390.00	\$151.50	\$454.50
14	203.1.6	Abandon Valve Box	Each	7	\$500.00	\$3,500.00	\$500.00	\$3,500.00	\$300.00	\$2,100.00	\$202.00	\$1,414.00
15	204.2.4	Furnish & Install 8-inch MJRW Valve and Box	Each	6	\$2,500.00	\$15,000.00	\$3,000.00	\$18,000.00	\$2,800.00	\$16,800.00	\$3,075.45	\$18,452.70
16	205.1	Furnish & Install Hydrant, Lead and Valve	Each	1	\$7,500.00	\$7,500.00	\$8,000.00	\$8,000.00	\$8,250.00	\$8,250.00	\$9,080.91	\$9,080.91
17	205.2	Abandon Hydrant	Each	1	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$600.00	\$600.00	\$505.00	\$505.00
18	9999	Coordinate Water Main and Roadway Crossing with Railroad (Including Fees)	Lump Sum	1	\$15,000.00	\$15,000.00	\$4,500.00	\$4,500.00	\$12,000.00	\$12,000.00	\$11,514.00	\$11,514.00
<b>Total Base Bid Water</b>						<b>\$179,700.00</b>		<b>\$199,910.00</b>		<b>\$220,675.00</b>		<b>\$245,388.17</b>

Sanitary Storm Sewer, Water Main, and Street Construction on River Street and High Street

Line Item	Item Code	Item Description	UofM	QTY	Engineer Estimate		Carl Bowers & Sons Const Co. Inc.		Don Hietpas and Sons Inc.		De Groot, Inc	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
<b>Storm Base Bid</b>												
19	301.4	Furnish and Relay 10-inch Storm Sewer	Lin. Ft.	80	\$70.00	\$5,600.00	\$96.00	\$7,680.00	\$80.00	\$6,400.00	\$105.74	\$8,459.20
20	301.5	Furnish and Relay 12-inch Storm Sewer	Lin. Ft.	140	\$125.00	\$17,500.00	\$95.00	\$13,300.00	\$83.00	\$11,620.00	\$95.75	\$13,405.00
21	305.1	Furnish and Install Catch Basin	Each	4	\$2,250.00	\$9,000.00	\$3,000.00	\$12,000.00	\$2,500.00	\$10,000.00	\$3,193.77	\$12,775.08
22	305.8	Adjust Storm Catch Basin	Each	8	\$400.00	\$3,200.00	\$400.00	\$3,200.00	\$900.00	\$7,200.00	\$909.00	\$7,272.00
23	305.9	Remove Storm Catch Basin	Each	3	\$350.00	\$1,050.00	\$750.00	\$2,250.00	\$400.00	\$1,200.00	\$353.50	\$1,060.50
24	306.8	Adjust Storm Manhole	Each	6	\$450.00	\$2,700.00	\$400.00	\$2,400.00	\$800.00	\$4,800.00	\$1,010.00	\$6,060.00
25	308.2.4	Install and Maintain Type "D" Inlet Protection	Each	16	\$125.00	\$2,000.00	\$100.00	\$1,600.00	\$100.00	\$1,600.00	\$202.00	\$3,232.00
<b>Total Base Bid Storm</b>						<b>\$41,050.00</b>		<b>\$42,430.00</b>		<b>\$42,820.00</b>		<b>\$52,263.78</b>
<b>Street Base Bid</b>												
26	402.2.6.2	Remove Existing Pavement and Maintain Utility Trench	Lin. Ft.	1300	\$2.00	\$2,600.00	\$1.00	\$1,300.00	\$2.00	\$2,600.00	\$4.04	\$5,252.00
27	405.1	Sawcut Existing Bituminous Pavement	Lin. Ft.	400	\$2.00	\$800.00	\$2.00	\$800.00	\$3.00	\$1,200.00	\$3.18	\$1,272.00
28	402.2.6.1	Remove Existing Bituminous Pavement	Sq. Yd.	3300	\$2.00	\$6,600.00	\$3.00	\$9,900.00	\$2.15	\$7,095.00	\$2.26	\$7,458.00
29	403.2.5.1	Remove Concrete Curb and Gutter	Lin. Ft.	350	\$3.00	\$1,050.00	\$14.00	\$4,900.00	\$9.25	\$3,237.50	\$9.51	\$3,328.50
30	404.4.5	Remove Concrete Sidewalk/Driveway Apron	Sq. Ft.	2500	\$1.75	\$4,375.00	\$1.25	\$3,125.00	\$1.40	\$3,500.00	\$1.47	\$3,675.00
31	402.1.7.4	Unclassified Excavation	Cu. Yd.	500	\$20.00	\$10,000.00	\$14.00	\$7,000.00	\$11.52	\$5,760.00	\$11.98	\$5,990.00
32	402.1.4.11	Furnish and Install Geogrid	Sq. Yd.	800	\$2.50	\$2,000.00	\$2.00	\$1,600.00	\$2.25	\$1,800.00	\$2.31	\$1,848.00
33	401.1.1	Furnish and Install Crushed Aggregate Base	Ton	850	\$15.00	\$12,750.00	\$16.40	\$13,940.00	\$22.22	\$18,887.00	\$23.11	\$19,643.50
34	403.2.1.1	Furnish and Install Concrete Curb & Gutter	Lin. Ft.	500	\$65.00	\$32,500.00	\$65.00	\$32,500.00	\$80.45	\$40,225.00	\$86.70	\$43,350.00
35	404.1.1	Furnish and Install 4" Concrete Sidewalk	Sq. Ft.	1500	\$7.00	\$10,500.00	\$6.60	\$9,900.00	\$12.12	\$18,180.00	\$13.61	\$20,415.00
36	404.3.2	Furnish and Install 6-inch Concrete Sidewalk/Driveway	Sq. Ft.	1000	\$8.00	\$8,000.00	\$7.60	\$7,600.00	\$13.13	\$13,130.00	\$14.67	\$14,670.00
37	706.2	Install Detectable Warning Fields (supplied by City)	Each	8	\$75.00	\$600.00	\$52.50	\$420.00	\$200.00	\$1,600.00	\$210.08	\$1,680.64
38	402.1.5.3	Furnish and Install 1/2-inch rods	Lin. Ft.	100	\$1.50	\$150.00	\$6.30	\$630.00	\$4.00	\$400.00	\$4.20	\$420.00
39	9999	Fine Grade Roadway	Sq. Yd.	3300	\$2.50	\$8,250.00	\$2.10	\$6,930.00	\$1.97	\$6,501.00	\$2.15	\$7,095.00
40	402.2.3.1	Furnish and Install HMA Pavement (4-inch)	Ton	740	\$80.00	\$59,200.00	\$81.00	\$59,940.00	\$77.57	\$57,401.80	\$80.67	\$59,695.80
41	505.1	Furnish & Install Terracing, Fertilize, Seed & Hydromulch	Sq. Yd.	200	\$15.00	\$3,000.00	\$12.00	\$2,400.00	\$10.50	\$2,100.00	\$28.28	\$5,656.00
42	706.1	Install and Maintain Traffic Control	Lump Sum	1	\$25,000.00	\$25,000.00	\$4,100.00	\$4,100.00	\$2,525.00	\$2,525.00	\$5,050.00	\$5,050.00
<b>Total Base Bid Street</b>						<b>\$187,375.00</b>		<b>\$166,985.00</b>		<b>\$186,142.30</b>		<b>\$206,499.44</b>
<b>Base Bid Total:</b>						<b>\$439,125.00</b>		<b>\$442,925.00</b>		<b>\$489,137.30</b>		<b>\$544,701.19</b>