



City of Neenah
COMMON COUNCIL AGENDA
Wednesday, December 7, 2022 - 7:00 p.m.
Neenah City Hall – 211 Walnut Street
Council Chambers

I. Roll Call and Pledge of Allegiance

SWEARING IN OF NEW OFFICER AND PROMOTED LAW ENFORCEMENT PERSONNEL

- Lieutenant Wes Bone
- Sergeant Rob Ross
- Sergeant Sam Santiago
- Officer Erica Geschrei
- Officer Brandon Sweeney
- Officer Bryce Sweeney

II. Introduction and Confirmation of Mayor's Appointment(s)

- A. Reappoint Kent Powley to the Sustainable Neenah Committee for a three year term ending 2025. **(UC)**
- B. Swearing in

III. Approval of Council Proceedings

- A. Approval of Council Proceeding of November 15, 2022 Special Common Council Meeting, Budget Public Hearing and Capital Improvements Program Budget.
- B. Approval of the Council Proceedings of November 16, 2022 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 naming the Neenah Police Department lobby the "Steve Morton Memorial Lobby" effective December 14, 2022. **(PSSC)**
- B. **(UC)**

VII. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of November 29, 2022: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
 - 1. Council Action Item:
 - a) Committee recommends Council approve the Neenah Police Department participate in the Law Enforcement Agency Grant for Safer Communities to purchase the Apex Officer X2 System and other training related equipment not to exceed the grant funding of

\$75,983.68 with the initial funding coming from the Capital Equipment Reserve Funds. **(RollCall-Pro)**

2. Informational Item:
 - a) Committee accepted and placed on file the Police Department 3rd Quarter Statistics Report.
 - B. Regular Finance and Personnel Committee meeting of November 28, 2022: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the City web site)
 1. Committee recommends Council approve Resolution 2022-21, approving the Neenah Central City Business Improvement District 2023 Operating Plan. **(RollCall-Pro)**
 - C. NMFR Joint Finance & Personnel Committee meeting of November 22, 2022: (Aldersperson Borchardt) (Minutes can be found on the City web site)
 1. Committee recommends Council approve filling the three firefighter vacancies created by the retirements no earlier than March 1, 2023. **(RollCall-Pro)**
- VIII. Reports of special committees and liaisons and various special projects committees
- A. Regular Plan Commission meeting of November 29, 2022: (Council Rep Steiner) (Minutes can be found on the City web site)
 1. Commission recommends Council approve Ord. No. 2022-20 Adopting the Amendment of the City of Neenah Comprehensive Plan Update 2040 relating to changes to the Future Land Use Map for land along Division Street, Elm Street, Reed Street, Birch Street, and Laudan Boulevard - Shattuck Middle School. **(RollCall-Pro)**
 2. Commission recommends Council approve Ord. No.2022-21 Approving the Master Development Plan for the Shattuck Middle School Site and rezoning for the property from R-1, Single Family Residence District to the Traditional Neighborhood Development District (TND). **(RollCall-Pro)**
 3. Commission recommends Council approve Certified Survey Map #13-22-515 W. North Water Street-Lot Line Adjustment. **(RollCall-Pro)**
 - B. Community Development Authority
 1. Report from the CDA – Director Haese
 - C. Sustainable Neenah Committee
 1. Report from the Sustainable Neenah Committee – Aldersperson Borchardt
 - D. Bergstrom Mahler Museum
 1. Report from the Bergstrom Mahler Museum – Aldersperson Steiner
 - E. Parks & Recreation Commission
 1. Report from the Park Commission – Aldersperson Borchardt
- IX. Presentation of petitions
- A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
- X. Council Directives
- A. Aldersperson Erickson recommended adding a Council Directive for staff to research the feasibility of a convenience store/gas station on Doty Island. **(RollCall-Pro)**

XI. Unfinished Business

XII. New Business

- A. 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** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

COMMON COUNCIL PROCEEDINGS
SPECIAL BUDGET PUBLIC HEARING
Tuesday, November 15, 2022 – 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in Special Session at 7:00 p.m., November 15, 2022 in the Council Chambers of Neenah City Hall.

Mayor Lang in the chair.

Present: Alderpersons Boyette, Borchardt, Hillstrom, Lendrum, Erickson, Weber, Skyrms, Steiner, and Stevenson, Interim Director of Finance Kahl, Director of Community Development & Assessment Haese, Traffic Engineer Merten, City Attorney Rashid and City Clerk Nagel.

Also Present: Police Chief Olson, Assistant Police Chief Bernice, Police Lieutenant Van Sambeek, Fire Chief Kloehn, Director of Parks & Recreation Kading, Superintendent of Recreation Kluge, Recreation Supervisor Schott, Director of Library Services Raab, Assistant Library Director Nicole Hardina-Wilhelm, Director of Neenah Water Utility Mach, Directors of Human Resources & Safety Kehl and Fairchild, and Director of Information Systems Wenninger.

Mayor Lange called the meeting to order at 7:01 p.m.

- I. **Roll Call and Pledge of Allegiance.**
Clerk Nagel called a voice roll call as the Mayor/Alderpersons recorded their attendance in the RollCall-Pro System followed by the Pledge of Allegiance lead by Alderperson Boyette.
- II. 2023 Budget Public Hearing
 - A. Public Hearing on the Proposed 2023 Operating Budget and 2023 Capital Improvements Program Budget.
- II. Discussion and Consideration of Public Hearing and Other Matters Relating to the Recommended 2023 Operating Budget and 2023 Capital Improvements Program Budget.
 - A. Consideration of Resolution No. 2022-19 adopting the 2023 Operating Budget and 2023 Capital Improvements Program Budget for the City of Neenah. **(RollCallPro)**

MS Stevenson/Borchardt to approve Resolution No. 2022-19 adopting the 2023 Operating Budget and 2023 Capital Improvements Program Budget as presented by the Mayor.

OPERATING EXPENDITURE AND REVENUE BUDGET

1. **MS by Stevenson/Boyette to reallocate IS Service Fee allocation to each department from \$929,900 to \$767,360, or**

a reduction of \$162,540, and modify each individual IS Service Fee line item per attached schedule, all voting aye.

2. **MS by Stevenson/Boyette to increase General Fund Revenue-School District Liaison Program by \$38,000 and decrease General Fund-Use of Unassigned Fund Balance by \$38,000.**

The motion was restated. Motion fails 4-5 with Stevenson, Boyette, Steiner, Weber voting aye, Lang, Erickson, Hillstrom, Skyrms, Lendrum voting nay, Borchardt abstained.

3. **Motion by Borchardt/Skyrms to increase General Fund Expenditures-Police Behavioral Health Officer for total cost of \$97,570 and increase General Fund Revenue-Transfer from ARPA of \$97,570 (Additional note: plan to fund position 50% ARPA in 2024, 0% ARPA in 2025), all voting aye.**
4. **Motion by Skyrms/Borchardt to increase General Fund Expenditures-Grant Writing Resource for \$25,000 and increase General Fund Revenue-Transfer from ARPA of \$25,000, all voting aye.**

CAPTIAL EXPENDUTRE AND REVENUE BUDGET

1. **Motion by Erickson/Boyette to decrease TIF 9 carry forward of \$27,506 for I-41 sign, and reduce the 2023 TIF 9 borrowing by \$27,506, all voting aye.**
2. **Motion by Stevenson/Boyette to increase Capital Facilities Expenditures by \$20,000 for Whiting Boat House repairs, and decrease Capital Facilities Expenditures by \$135,000 for Arrowhead Park Drive & Trail Connections Design/Engineering (\$95,000) and Arrowhead Park Prairie Prep, Seeding, and Management Plan (\$60,000) and decrease Capital Facilities borrowing by \$135,000, with the intent that staff will bring both Arrowhead Park Drive & Trail Connections projects forward with Council approval in 2023 utilizing Arrowhead Park carry forward dollars, all voting aye.**
3. **Motion by Skyrms/Erickson to decrease Capital Facilities Expenditures by \$30,000 for Carpenter Preserve Concept Design and decrease Capital Facilities borrowing by \$30,000.**

Motion fails 2-7 with Erickson and Skyrms voting aye, Hillstrom, Borchardt, Stevenson, Boyette, Steiner, Lendrum, Weber voting nay.

4. **Motion Lendrum/Boyette to decrease Public Infrastructure Expenditures by \$40,000 for Library Bumpout and decrease Public Infrastructure borrowing by \$40,000.**

Motion fails 3-6 with Borchardt, Boyette, Lendrum voting aye, Erickson, Hillstrom, Skyrms, Stevenson, Steiner, and Weber voting nay.

5. **Motion Weber/Borchardt to decrease Public Infrastructure Expenditures by \$323,000 for Liberty Heights Sidewalk and decrease Public Infrastructure borrowing by \$323,000.**

Motion carries 7-2 with Erickson, Skyrms, Borchardt, Stevenson, Boyette, Steiner, Weber voting aye, Hillstrom and Lendrum voting nay. Sidewalks are removed from the project.

6. **Motion by Stevenson/Skyrms to increase IS Capital Equipment Expenditures by \$50,000 for Replacement of City Computer Equipment via the creation of an Equipment Replacement Fund and Increase Capital Equipment borrowing by \$50,000, all voting aye.**
7. **Motion by Stevenson/Skyrms to increase IS Capital Equipment Expenditures by \$163,200 for Switch Replacement (\$70,400), Wireless Network Device Replacement (\$52,800) and Replacement of UPS Devices (\$40,000) and increase Capital Equipment borrowing by \$163,200, and decrease IS Capital Equipment Expenditures by \$165,000 for Enterprise Resource Planning Suite (ERP) (\$115,000) and Fiber Builds/Acquisitions (\$50,000) and decrease Capital Equipment Borrowing by \$165,000 with a combined net decrease of \$1,800 in borrowing, all voting aye.**
8. **Motion by Erickson/Borchardt to decrease Capital Facilities Expenditures by \$60,000 for Hauser Room remodel and decrease Capital Facilities borrowing by \$60,000**

Motion fails by a vote of 4-5 with Erickson, Borchardt, Boyette, Lendrum voting aye, Hillstrom, Skyrms, Stevenson, Steiner, Weber voting nay.

OTHER BUDGET RELATED MOTIONS/ACTIONS/DISCUSSION

After three calls for any other motions/actions/discussions none were heard.

Original Motion Restated: MS Stevenson/Borchardt to approve Resolution No. 2022-19 adopting the 2023 Operating Budget and 2023 Capital Improvements Program Budget as presented by the Mayor and as amended above by Council.

Motion carried by a majority vote of 9-0 on the RollCall-Pro System.

III. Adjourn

MSC Stevenson/Boyette to adjourn at 9:16 p.m. Motion carried by majority vote of 9-0 on the RollCall-Pro System, all voting aye.

Respectfully submitted,



Charlotte Nagel, City Clerk

MINUTES OF NEENAH COMMON COUNCIL
SPECIAL BUDGET PUBLIC HEARING
Tuesday, November 15, 2022 – 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in Special Session at 7:00 p.m., November 15, 2022 in the Council Chambers of Neenah City Hall.

Mayor Lang in the chair.

Present: Alderpersons Boyette, Borchardt, Hillstrom, Lendrum, Erickson, Weber, Skyrms, Steiner, and Stevenson, Interim Director of Finance Kahl, Director of Community Development & Assessment Haese, Traffic Engineer Merten, City Attorney Rashid and City Clerk Nagel.

Also Present: Police Chief Olson, Assistant Police Chief Bernice, Police Lieutenant Van Sambeek, Fire Chief Kloehn, Director of Parks & Recreation Kading, Superintendent of Recreation Kluge, Recreation Supervisor Schott, Director of Library Services Raab, Assistant Library Director Nicole Hardina-Wilhelm, Director of Neenah Water Utility Mach, Directors of Human Resources & Safety Kehl and Fairchild, and Director of Information Systems Wenninger.

Mayor Lange called the meeting to order at 7:01 p.m.

I. **Roll Call and Pledge of Allegiance.**

Clerk Nagel called a voice roll call as the Mayor/Alderpersons recorded their attendance in the RollCall-Pro System followed by the Pledge of Allegiance lead by Alderperson Boyette.

II. 2023 Budget Public Hearing

A. Public Hearing on the Proposed 2023 Operating Budget and 2023 Capital Improvements Program Budget.

Mayor Lang opened the public hearing at 7:03 p.m.

Gerry Andrews, 1609 Lone Oak Drive – Spoke against the potential \$30,000 decrease to the Carpenter Preserve amendment. Mr. Andrews stated the plan for Carpenter Preserve needs to be updated. There have been many starts and stops with the current Carpenter Preserve plan, and believes a new adopted plan would revitalize the project. Since time is of the essence, Mr. Andrews requests the \$30,000 for an updated plan be kept in the 2023 budget.

Kate Hancock-Cooke, 216 Bosworth Ct. – Serves both on the Park & Recreation Commission and the on the Plan Commission. Ms. Hancock-Cooke echoed Mr. Andrews comments. There is finally a well-qualified volunteer in Mr. Andrews who is willing to take on the Carpenter Preserve; to plan it, to implement the plan, and to maintain it. Let's find the money in the budget to keep the forward momentum going with the Carpenter Preserve.

Mike Dubois, 1469 Amendment Drive – Spoke against sidewalks in the Liberty Heights subdivision. In these economic times, this is a bill that many residents do not have the means to cover. Consider the costs as a real life implication for the entire subdivision.

Roger Peters, 1807 Statue Dr. – Spoke along the same vein of Mr. Dubois. Mr. Peters lives on a corner in which he would be charged double for his corner lot. He asked the Council would consider a more equitable distribution of the sidewalk costs for corner lots.

Mike Bartlet, 1845 Hedgeview Dr. – Is wondering if the sidewalks are needed. Stated that this is an ecosystem and we should work at preserving the ecosystem instead of disrupting it.

Julie Meyer, 1844 Hedgeview Dr. – Submitted a very extensive open records request regarding how the sidewalk installation came about. Ms. Meyer would like at least a delay in a decision until she is able to receive and look through those records.

Brooke Zelhofer, 1491 Briggs Lane – Asked that this project be delayed for a year or two because of the construction cost inflation. Ms. Zelhofer echoed previous comments. She also has a corner lot and has same sediments as Mr. Peters with bring a more equitable distribution of the sidewalk costs to corner lots.

Nick Holst, 1490 Briggs Lane – Echoed the same comments as the others in Liberty Heights. Mr. Holst just purchased the house three months ago and has a corner lot as well. With today's economic situation having to pay for this major bill is not feasible. Would like to delay the project to see if costs would come down.

After two additional calls for comments, none were heard. Mayor Lang closed the public forum at 7:16 p.m.

Mayor Lang recognized former Director of Finance Mike Easker and Interim Finance Director Andy Kahl for all their guidance, wisdom, and patience in putting this year's budget together. Mayor is grateful to all the Council members, Council President Stevenson, the department heads and staff for their assistance in the budgeting process as well.

Not only was this being the mayor's first budget, obstacles such as high inflation rates, labor shortages, and supply chain issues also had to be considered. A priority in the budget was to maintain the current staff and balancing appropriate pay with rising inflation. The 2023 budget reaffirms the city's commitment of providing a high level of service to the residents.

- II. Discussion and Consideration of Public Hearing and Other Matters Relating to the Recommended 2023 Operating Budget and 2023 Capital Improvements Program Budget.
 - A. Consideration of Resolution No. 2022-19 adopting the 2023 Operating Budget and 2023 Capital Improvements Program Budget for the City of Neenah. **(RollCallPro)**

MS Stevenson/Borchardt to approve Resolution No. 2022-19 adopting the 2023 Operating Budget and 2023 Capital Improvements Program Budget as presented by the Mayor.

Council President Stevenson gave a tutorial of the budget process and of the procedures of Budget Public Hearing and Budget adoption. There has been many hours of deliberations that took place previously held budget workshops. Instead of taking up the amendments during deliberations, they are taken up during one meeting, which is tonight's meeting for a clear understanding of what is being amended. This does not preclude anyone from making additional amendments at tonight's meeting.

OPERATING EXPENDITURE AND REVENUE BUDGET

1. **MS by Stevenson/Boyette to reallocate IS Service Fee allocation to each department from \$929,900 to \$767,360, or a reduction of \$162,540, and modify each individual IS Service Fee line item per attached schedule, all voting aye.**

No discussion.

2. **MS by Stevenson/Boyette to increase General Fund Revenue-School District Liaison Program by \$38,000 and decrease General Fund-Use of Unassigned Fund Balance by \$38,000.**

Discussion: The amendment is based on Public Services and Safety Committee action. The \$38,000 is a capricious number based on discussions between the Mayor and Chief Olson. There will be a budget deficit or surplus depending on the final number. Currently, the city and the school district are in negotiations. This program would be to fund two School Resource Officers (SRO) at the middle school starting fall of 2023. Discussion ensued regarding funding options of the SRO program which is still in the negotiations. The Police Department needs to know the funding for the two SROs by the end of December 2022 in order to plan for 2023 staffing.

The motion was restated. Motion fails 4-5 with Stevenson, Boyette, Steiner, Weber voting aye, Lang, Erickson, Hillstrom, Skyrms, Lendrum voting nay, Borchardt abstained.

3. **Motion by Borchardt/Skyrms to increase General Fund Expenditures-Police Behavioral Health Officer for total cost of \$97,570 and increase General Fund Revenue-Transfer from ARPA of \$97,570 (Additional note: plan to fund position 50% ARPA in 2024, 0% ARPA in 2025), all voting aye.**

Discussion: The number of mental health calls, defined as attempted suicides, emergency committals, and welfare checks, have doubled between 2020-2021, and are on target to surpass those numbers this year. This proposal provides some relief and resources for the police department but also provides better for services for individuals and citizens alike. The use of TIF dollars and other options were discussed as a future funding sources.

4. **Motion by Skyrms/Borchardt to increase General Fund Expenditures-Grant Writing Resource for \$25,000 and increase General Fund Revenue-Transfer from ARPA of \$25,000, all voting aye.**

Discussion: Grants are an opportunity to fill in any budgetary gaps. Most grants are written by professional grant writers which currently the city does not have. The potential for recuperating monies spent for the grant writer is high. As a contracted position all departments will have access to the grant writer. There was discussion regarding funding this position for a year with the use of ARPA funds. This is one-time money spent in which the position must prove itself not only in incremental ways but also in intangible measures. Initially the responsibility to hire the grant writer should lie with the mayor's office.

CAPTIAL EXPENDUTRE AND REVENUE BUDGET

1. **Motion by Erickson/Boyette to decrease TIF 9 carry forward of \$27,506 for I-41 sign, and reduce the 2023 TIF 9 borrowing by \$27,506, all voting aye.**

Discussion: The location of the sign was clarified as being the welcome sign to the south Industrial Park by Community First Credit Union. Discussion was had on reducing the 2023 borrowing for TIF 9.

2. **Motion by Stevenson/Boyette to increase Capital Facilities Expenditures by \$20,000 for Whiting Boat House repairs, and decrease Capital Facilities Expenditures by \$135,000 for Arrowhead Park Drive & Trail Connections Design/Engineering (\$95,000) and Arrowhead Park Prairie Prep, Seeding, and Management Plan (\$60,000) and decrease Capital Facilities borrowing by \$135,000, with the intent that staff will bring both Arrowhead Park Drive & Trail Connections projects forward with Council approval in 2023 utilizing Arrowhead Park carry forward dollars, all voting aye.**

Discussion was had on the potential of the Coast Guard to help fund the repairs and the amount of rent the Coast Guard pays for space at Whiting Boathouse. Much like in the housing market, the landlord is responsible for maintenance of the housing structure itself. The same with Whiting Boathouse, the city being the landlord is responsible for maintaining the structural integrity of the building.

3. Motion by Skyrms/Erickson to decrease Capital Facilities Expenditures by \$30,000 for Carpenter Preserve Concept Design and decrease Capital Facilities borrowing by \$30,000.

Discussion was had on the fact that the plan is old but there are some quality improvements contained in it. Removing \$30,000 from the budget does not mean the work has to stop. The Council would like to see the volunteer work continue. Carpenter Preserve can be reinvigorated without having a new design. This project has been on and off again for twenty years, another year or two will not make a difference. Residents are starting to ask if the city is going to do what was promised with the preserve and it is time to get the project completed for this neighborhood to use. This project has been taken out of the budget for several years due to higher priority projects.

There was discussion on the impact of emerald ash borer and buckthorn that has overtaken the park itself. Amenities need to be identify with current costs attached to them instead of leaning on the outdated numbers. There are also many grants available. Taking a look to reaffirm the amenities in the current plan are what is desired today.

Mayor Lang clarified that voting yes is voting to remove the funding from the budget, a no vote is keep the \$30,000 in the budget.

Motion fails 2-7 with Erickson and Skyrms voting aye, Hillstrom, Borchardt, Stevenson, Boyette, Steiner, Lendrum, Weber voting nay.

4. Motion Lendrum/Boyette to decrease Public Infrastructure Expenditures by \$40,000 for Library Bumpout and decrease Public Infrastructure borrowing by \$40,000.

Discussion ensued on losing six parking stalls up front for the elderly and mothers with small children. The bumpout would create a dangerous situation being close to the intersection of Wisconsin Ave/Oak St. Currently, there is already a lack of parking shortage in the downtown area. The bumpout were brought up for safety reasons. The bumpout may be recommended as part of the Downtown Plan. Keeping the money allocated in the budget but holding off to build it until the Downtown Plan is revealed is the preferred option.

Mayor Lang clarified that voting yes is voting to remove the bumpout from the budget, a no vote is to keep it in the budget.

Motion fails 3-6 with Borchardt, Boyette, Lendrum voting aye, Erickson, Hillstrom, Skyrms, Stevenson, Steiner, and Weber voting nay.

5. Motion Weber/Borchardt to decrease Public Infrastructure Expenditures by \$323,000 for Liberty Heights Sidewalk and decrease Public Infrastructure borrowing by \$323,000.

Given the situation with the initial developer dissolving and the second developer taking over without any funding mechanism outlined in the initial developer's agreement puts the current landowners in a unique position. It is realized that sidewalks are used for safe routes but removal of the sidewalks for this subdivision does not really make an impact on safety. Members echoed the professionalism and respectful way the subdivision presented themselves to the Council.

Council commented that street construction with sidewalks as a planned project is the most cost effective way of having sidewalks installed verses installing sidewalks by themselves. Therefore, there is a potential that the sidewalks could come at a higher cost in the future. Clarification was given that there was only one developer; the second person involved was a landowner, not a second developer.

The reality is that this is no guarantee that sidewalks will never happen in this subdivision. This is the growth area of the city and future development will dictate the need sidewalks. However, this is an unusual situation for this subdivision at this time.

Mayor Lang, at the request of the audience, asked the Council if they would like to hear additional public comments at this time. The consensus of the Council was no, this was time was for Council deliberations.

There was discussion on the TARP and if TARP could be used in the future for installing sidewalks in Liberty Heights. The final decision is up to the Council but the purpose of the TARP is for replacement of existing street and sidewalk not for new street and sidewalk. This policy is written in the ordinance.

Mayor Lang clarified that voting yes is voting to remove the sidewalks from the project, a no vote is keep in the sidewalks in the project.

Motion carries 7-2 with Erickson, Skyrms, Borchardt, Stevenson, Boyette, Steiner, Weber voting aye, Hillstrom and Lendrum voting nay. Sidewalks are removed from the project.

6. **Motion by Stevenson/Skyrms to increase IS Capital Equipment Expenditures by \$50,000 for Replacement of City Computer Equipment via the creation of an Equipment Replacement Fund and Increase Capital Equipment borrowing by \$50,000, all voting aye.**
7. **Motion by Stevenson/Skyrms to increase IS Capital Equipment Expenditures by \$163,200 for Switch Replacement (\$70,400), Wireless Network Device Replacement (\$52,800) and Replacement of UPS Devices (\$40,000) and increase Capital Equipment borrowing by \$163,200, and decrease IS Capital Equipment Expenditures by \$165,000 for Enterprise Resource Planning Suite (ERP) (\$115,000) and Fiber Builds/Acquisitions (\$50,000) and decrease Capital Equipment Borrowing by \$165,000 with a combined net decrease of \$1,800 in borrowing, all voting aye.**
8. **Motion by Erickson/Borchardt to decrease Capital Facilities Expenditures by \$60,000 for Hauser Room remodel and decrease Capital Facilities borrowing by \$60,000**

Discussion: Part of the remodel costs are electronic devices for which the use is lacking. A technically upgrade in Council Chambers would be preferred rather than spending the money on replacing technology in the Hauser Room that is not being used.

Discussion was had on the use of the Hauser Room during business hours by staff as well as the technology used by staff members during the meetings. There are many meetings during business hours in which the Hauser Room is used as well as the use of the technology equipment.

The technology is not the only improvement in the Hauser Room, the remainder of the room needs a makeover. The decor is old and outdated with popcorn ceilings, wallpaper, carpeting that is outdated and needs replacing, realignment of the table for better use of space, etc.

Mayor Lang clarified that voting yes is voting to remove from the Hauser Room remodel from the budget, a no vote is keep in the budget.

Motion fails by a vote of 4-5 with Erickson, Borchardt, Boyette, Lendrum voting aye, Hillstrom, Skyrms, Stevenson, Steiner, Weber voting nay.

OTHER BUDGET RELATED MOTIONS/ACTIONS/DISCUSSION

After three calls for any other motions/actions/discussions none were heard.

Original Motion Restated: MS Stevenson/Borchardt to approve Resolution No. 2022-19 adopting the 2023 Operating Budget and 2023 Capital Improvements Program Budget as presented by the Mayor and as amended above by Council.

In summary, Interim Director of Finance Kahl advised that the levy was not adjusted tonight. The total levy, operating, debit service, and TIF combined is approximately \$20.7 million. That equates to a tax levy of \$8.73/\$1,000 value, a 19 cent increase/\$1,000 for 2022.

Expenditures in the operating budget increased by \$90,570 to add the Behavioral Health Officer, and \$25,000 for the addition of the Grant Writer which did not affect the tax levy.

The Capital Improvement Plan decreased by approximately \$437,000 of borrowing, m the city will borrow about \$15.7 million for 2023.

Motion carried by a majority vote of 9-0 on the RollCall-Pro System.

III. Adjourn

MSC Stevenson/Boyette to adjourn at 9:16 p.m. Motion carried by majority vote of 9-0 on the RollCall-Pro System, all voting aye.

Respectfully submitted,



Charlotte Nagel, City Clerk

Common Council Proceedings
Wednesday, November 16, 2022—7:00 PM

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, November 16, 2022, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Alderpersons Boyette, Borchardt, Hillstrom, Lendrum, Erickson, Weber, Skyrms, Steiner, and Stevenson. Staff present Deputy Director of Finance Kahl, Community Development & Assessment Haese, City Engineer Merten, City Attorney Rashid, and City Clerk Nagel. Director of Public Works Kaiser was excused.

Also present: Police Chief Olson, Police Captain Van Sambeek, and Deputy Director of Community Development Schmidt.

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

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

SMALL BUSINESS SATURDAY PROCLAMATION

Mayor Lang read aloud the proclamation.

- II. Introduction and Confirmation of Mayor's Appointment(s) – None.

- III. Approval of Council Proceedings

- A. Approval of the Council Proceedings of November 2, 2022 regular session. **(UC)**

There being no objections, the Council Proceedings of November 2, 2022 was ordered approved as written by unanimous consent.

- IV. Reports of standing committees

- A. Special Finance and Personnel Committee meeting of November 16, 2022:

1. Consideration of Committee recommendation regarding Resolution No. 2022-20 Terminating Tax Increment District (TID) No. 5 Within the City of Neenah and Authorizing the Distribution of Excess Increment to Overlying Taxing Districts. **(RollCall-Pro)**

MSCRP Erickson/Skyrms approve Resolution No. 2022-20 terminating TID No. 5 as recommended by committee, all voting aye.

2. Consideration of committee recommendation for the creation of an Operating Budget Stabilization Fund, with the City of Neenah's share of TIF 5 surplus dollars directed to the fund, **(RollCall-Pro)**

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

- V. Reports of special committees and liaisons and various special projects committees

- A. Regular Plan Commission meeting of November 8, 2022: (Council Rep Steiner) (Minutes can be found on the City web site)

1. Commission recommends Council approve the Preliminary Plat for the First Addition to the Homes at Freedom Meadows subdivision subject to the conditions on the preliminary plat review letter. **(RollCall-Pro)**
MSCRP Steiner/Boyette to approve as recommended by Plan Commission, all voting aye.

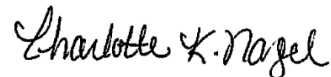
- B. Board of Public Works meeting of November 10, 2022: (Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
 1. Council Action Items:
 - a. Board recommends Council approve Final Pay Request, Contract 8-21, Jewelers Park Drive Trail, Vinton Construction Company, in amount of \$252,361.05. **(RollCall-Pro)**
MSCRP Hillstrom/Stevenson to approve as recommended by the Board, all voting aye.

- VI. Presentation of petitions
 - A. Received petition in opposition to the proposed rezoning of Shattuck Middle School property, 600 Elm Street, from R-1, Single Family Residence District, to the Traditional Neighborhood Development District (TND). Motion to refer to the appropriate committees. **(RollCall-Pro)**

MSCRP Stevenson/Boyette to refer the petition to the City Attorney for evaluation of relevancy and determination on a super majority requirement of which the Plan Commission and City Council should be made aware, as well as to the Plan Commission and City Council, motion carried in a roll call vote 8-0-1 with Borchardt abstaining.

- VII. Adjournment
MSC Stevenson/Boyette to adjourn, all voting aye. Meeting adjourned at 9:59 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk

Common Council Minutes
Wednesday, November 16, 2022—7:00 PM

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, November 16, 2022, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Alderpersons Boyette, Borchardt, Hillstrom, Lendrum, Erickson, Weber, Skyrms, Steiner, and Stevenson. Staff present Deputy Director of Finance Kahl, Community Development & Assessment Haese, City Engineer Merten, City Attorney Rashid, and City Clerk Nagel. Director of Public Works Kaiser was excused.

Also present: Police Chief Olson, Police Captain Van Sambeek, and Deputy Director of Community Development Schmidt.

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

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

SMALL BUSINESS SATURDAY PROCLAMATION

Mayor Lang read aloud the proclamation.

- II. Introduction and Confirmation of Mayor's Appointment(s) – None.

- III. Approval of Council Proceedings

- A. Approval of the Council Proceedings of November 2, 2022 regular session. **(UC)**

There being no objections, the Council Proceedings of November 2, 2022 was ordered approved as written by unanimous consent.

- IV. Public Hearings

- A. Consider Ordinance 2022-20 Amending the Neenah Comprehensive Plan 2040 Future Land Use Map for 600 Elm Street (Shattuck Middle School) from Community Facility to Residential Neighborhood Investment Area. **(No action on this item)**
- B. Consider Ordinance 2022-21 rezoning land located at 600 Elm Street (Shattuck Middle School) and three adjacent parcels south of Laudan Blvd. from R-1 Single-Family Residence District to the Traditional Neighborhood Development (TND) District. **(No action on this item)**

Deputy Director of Community Development Schmidt gave an informational presentation regarding the proposed Shattuck Middle School redevelopment.

Andy Dumke of Northpointe Development gave a presentation on Northpointe Development projects completed in the Fox Valley area, the use of historic or section 42 tax credits, lease/rental requirements, and typical tenants who occupy Northpointe Development buildings.

Jonathan Brinkley, Project Architect, gave a presentation regarding the tentative plans and historic value of converting Shattuck Middle School into apartments.

Mayor Lang announced tonight's public hearing would be recorded and questions would be addressed during the deliberations portion of the process at the November 29, 2022 Plan Commission and at the December 7, 2022 Common Council meetings. No action will be taken on the public hearing items at this meeting.

Mayor Lang opened the public hearing at 7:44 PM.

Mark Ellis, 218 Clybourn St., Neenah

Spoke in favor of the project and spoke on the fear, fact, and faith of change. Addressed the Council on doing the right thing even though it is an unpopular decision.

Sara Kranpitz, 615 Hansen St., Neenah

A landlord in Neenah, Ms. Kranpitz discussed affordable housing vs. stable affordable housing and the impact of eviction or non-renewal of the lease on the renters and their families. Concerned about density with too many people in a small area, Ms. Kranpitz also spoke on past comments made after the new high school referendum passed; comments made to work with the surrounding neighborhood to create a desirable development plan for everyone involved which did not happen. Ms. Kranpitz questioned a conflict of interest regarding Sarah Moore-Nokes being on both the Neenah Joint School Board and the Plan Commission.

Kathryn Noll-Arias, 732 Reed St., Neenah

Indicated she lives in a home built with the help of Habitat for Humanity and doesn't want apartments in her neighborhood. Katherine wants neighborhood to stay single-family home because she wants people to own their own homes and be responsible for something they own.

Warren Bergmann, 762 Congress St., Neenah

Feels unwelcomed in the neighborhood because he is a renter. Comments made about security and low-income renters are broad and unfair assumptions about people like himself who need affordable housing. The impact of decisions and actions must be considered, not the complacency of resting on good intentions. The impact to not rezone perpetuates the exclusion of low to moderate income families. Only through intentional inclusion does the welcoming of all people to our neighborhood become a reality.

Erin McCann, 727 Chestnut St., Neenah

Erin grew up at 671 Elm where her parents remain today. She hopes that her parents can remain in the home on Elm St. for some time. She hopes that the city is one who wants to attract people like her; people who return to their hometown to be in a safe neighborhood where she can raise her family and contribute to the economic success of their community. She is disappointed that a well-established neighborhood must work hard to get the city to slow down to truly evaluate this

opportunity. The proposed Northpointe project does not blend into nor enhance the neighborhood.

Joe James, 516 Hansen St., Neenah

Mr. James believes this project is moving too fast and would like the city to slow down. Spoke on the impact of increased traffic on the neighborhood. Mr. James would not have come to Neenah from California if he had known about the proposal as he believes that section 14 housing is not the environment the city wants and would like to see the property developed as single-family homes.

Nancy Kranpitz, 957 Grove St., Neenah

Ms. Kranpitz is concerned with the renters, the friends that visit them, and who they are responsible to. Ms. Kranpitz is concerned with the volume of traffic as there is no through traffic as both Reed and Elm dead end. One car families are rare, what about parking. Would like to see rendering of the proposed single-family homes and duplexes. Would like to see the green space and walking track preserved in perpetuity.

Jessica Williams, 628 Reed St., Neenah

Ms. Williams moved to Neenah for small town feel and to own her own home. She does not want apartments because she feels like it is taking away from what she has worked hard to own. Ms. Williams believes it would be different if current residents were coming into an already developed situation, however, because this is happening in an already developed neighborhood it makes change harder. It is understood that change is coming but the lack of communication is concerning. Ms. Williams encourages the city to slow down and really look at the impact on the existing neighborhood and make it part of the community.

Aaron Hughes, 848 Higgins Ave., Neenah

Mr. Hughes has lived in apartments before and chose to buy a home because of safety. More apartments are not necessary as there is plenty of affordable housing in Neenah and the Fox Valley area in general.

Marigen Carpenter, 559 Riford Rd., Neenah

Spoke in favor of the project as there are no other offers to purchase the school. Ms. Carpenter believes that everyone here tonight is in favor of doing what is best for the community. The developer is professional, experienced, and local who is not going anywhere. To raze the building would not be economical which is why federal dollars are being pursued. An abandoned building is not a good thing. Improvement is catchy as well as blight and deterioration and supports the rezone.

Kris Payette, 675 Chestnut St., Neenah

Poured her heart out in a letter to the Council. She would like this process to slow down and to have the neighborhood to be part of the solution. Read a piece from Robert F. Kennedy about working together as a community.

Katie Cunningham, 848 Higgins Ave., Neenah

Ms. Cunningham is opposed to the rezone and would like the neighborhood to stay as single family residential zoning. She loves the sense of ownership that the street has with the exception of the rental. It is shameful how the only rental on the street is taken care of.

Tim Florek, 645 Congress St., Neenah

Mr. Florek stated that the Shattuck Neighborhood Association is asking to partner with the city and slow down and develop a vision of this neighborhood for the future. It takes time and effort to see the long-term opportunities. The idea that this development creates a new and walkable city is not realistic; this is an R-1 neighborhood. Both the city and the school district knew for forty years that the end of the school was coming. There should be a third-party study completed along with input from the community to determine what should be done with this property. We cannot miss the mark on this development, we need to get it right through collaborative efforts. Slow down, do the due diligence and come up with a better, collaborative solution for the betterment of the city.

Don Bickham, 113 S. John St., Neenah

Mr. Bickham is new to Neenah because a large corporation bought his old apartment and was forced to move. He settled in Neenah. Growth is good but it should be responsible growth, not rushed into. Mr. Bickham is also a bus rider and would like the old shelter to be moved to the new location because it is heated.

Diane Eparvier, 669 Elm St., Neenah

Slow down the process of rezoning and think about how the future residential neighborhood will look like. Make sure the development fits into the character of the existing neighborhood.

Nevis Martin, 678 Reed St., Neenah

Moved to Neenah 28 years ago from southern California after a nearby drive by shooting. Feels reflectively insignificant as the neighborhood of Neenah vs. the City of Neenah. We are being asked to take on transient living and the neighborhood feels like they are being choked out. This does not fit into the character of the neighborhood. Would like to see senior living and turn the school into an art/cultural center or museum to enhance the neighborhood.

Mike Grambihler, 634 Chestnut St., Neenah

Mr. Grambihler bought his house on Chestnut St. because it was a safe neighborhood. He is concerned with property values when it comes time for him to sell. He likes the proposed redevelopment of the Shattuck building. The concern is with the other eighteen rental properties within the development, what is the future for them as they age and change hands.

Catherine Hancock-Cooke, 216 Bosworth Ln., Neenah

Pointed out the Community Development decision makers who made sound development decisions talked about tonight are the same people making the decisions for the Shattuck Middle School redevelopment using the same thought

process. She referred to a New York Times Article published November 20, 2020 and updated June, 2021 which is a mirror image of this situation that took place in New Berlin. She also spoke of a complementary Stanford University study regarding affordable housing. Both items determined that typically the concerns about the unwelcomed residents who occupy affordable housing do not pan out and have not panned out. Neenah is a prime real estate for climate migration from all over the country and needs to start thinking about sustainability that high density housing has to offer.

Scott Becher, 1061 Green Acres Ln., Neenah

Encouraged the Council to trust but verify the facts and who they are dealing with. Googled ACC Management who does not have great reviews. Spoke on the cost to raze the Shattuck building and how it relates to other funding throughout the city. Slow down and work together to come up with the best solution for the city.

Judd Stevenson, 632 Reed St., Neenah

Mr. Stevenson went through the timeline of the project. He is concerned with communication from Neenah Joint School District offering community conversations and a transparent process to determine the best future of the Shattuck property and entire community. These conversations and a transparent process did not happen. Mr. Stevenson's point being the community was not involved in the process until a concept site plan was brought forth from the developer. He referenced a petition he submitted to the city in opposition to the rezone. He referenced a city ordinance requiring a super majority vote of the council forced by the submitted petition for the rezone.

Chris Erdmann, 1140 Manor Dr., Neenah

Neenah has wonderful parks and wants to keep the Shattuck open green space parkland because parks help people live healthy lives and has intrinsic value. At the time of referendum, the property south of Laudan was not part of the Neenah Joint School District. It is unclear if voters realized that property was a part of the package. The land was donated by Mr. Shattuck with the intention of benefiting the city as a whole and would like to see his vision carried forward into the future by collaboratively working together as a community to determine what is best for the community.

Patty Hein, 708 Chestnut St., Neenah

Ms. Hein did the due diligence of looking into the Traditional Neighborhood Development and determined the neighborhood does not meet the criteria for such zoning. She thanked the neighborhood for coming together to try to collaborate with the city to make the decision regarding the neighborhood.

Megan Florek, 645 Congress St., Neenah

Ms. Florek feels the tight knit, intimate neighborhood, the fabric of Neenah's east side, will be ruined with a large density of transient residents. Does not understand why this plan is being expedited and encourages the rezone to slow down and look

at the development much like the process undertaken with the development of Mahler Farms.

Kristen Grambihler, 634 Chestnut St, Neenah

Ms. Grambihler requests that the city let the neighborhood say goodbye to Shattuck. That the neighborhood is going through the grief process and is mourning a loss of what they thought would be a permanent structure in their community.

David Tonn, 700 Chestnut St., Neenah

Not in my neighborhood. Take some time, get to know the residents of the neighborhood and see what the neighborhood is about. This does not fit the neighborhood.

Mary Helbick, 703 Elm St., Neenah

Ms. Helbick chose to move to the neighborhood because of safety. She would like to see this project put on pause to get a study done and figure out what is the best fit for the community and the neighborhood.

Kathy Tonn, 700 Chestnut, Neenah

Invited everyone to Google Northpointe Development in Palatine, IL which mirrors this situation. The City and Northpointe were able to come up with a solution that everyone could live with. Encouraged a compromise.

Benjamin Bahr, 208 Meade St., Neenah

Supportive of the rezone and the process. There are many abandoned lots that are left open for decades such as those abandoned buildings on Doty Island. Does not want to see the Shattuck property sit vacant.

Chuck Wismer, 637 S. Park Ave, Neenah

Encourages the council to slow down, take a step back, and look at what is best for the community for this site. Develop the right project for this area.

Mayor Lang closed the public hearing at 9:32 PM.

A short recess was taken by the City Council. The Council reconvened at 9:39 PM.

Mayor Lang encouraged the Council members to contact staff or Dr. Mary Pfeiffer of the Neenah Joint School District, who was present at tonight's meeting, with any questions or concerns they have. Plan Commission meeting Tuesday, November 29, 2022 with Council Meeting following on Wednesday, December 7, 2022.

V. Public Forum

- A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.

After calls for comments, there were no appearances.

VI. Mayor/Council consideration of public forum issues

VII. Consent Agenda – **None.**

VIII. Reports of standing committees

A. Regular Public Services and Safety Committee meeting of November 8, 2022: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)

1. Meeting cancelled, no report.

B. Special Finance and Personnel Committee meeting of November 16, 2022:

1. Consideration of Committee recommendation regarding Resolution No. 2022-20 Terminating Tax Increment District (TID) No. 5 Within the City of Neenah and Authorizing the Distribution of Excess Increment to Overlying Taxing Districts. **(RollCall-Pro)**

MSCRCP Erickson/Skyrms approve Resolution No. 2022-20 terminating TID No. 5 as recommended by committee, all voting aye.

Discussion: An audit of TID 5 will be completed and the city's portion will be known prior to the start of the 2024 Budget Process.

2. Consideration of committee recommendation for the creation of an Operating Budget Stabilization Fund, with the City of Neenah's share of TIF 5 surplus dollars directed to the fund, **(RollCall-Pro)**

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

C. Regular Finance and Personnel Committee meeting of November 7, 2022: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the City web site)

1. Meeting cancelled, no report

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

A. Regular Plan Commission meeting of November 8, 2022: (Council Rep Steiner) (Minutes can be found on the City web site)

1. Commission recommends Council approve the Preliminary Plat for the First Addition to the Homes at Freedom Meadows subdivision subject to the conditions on the preliminary plat review letter. **(RollCall-Pro)**

MSCRCP Steiner/Boyette to approve as recommended by Plan Commission, all voting aye.

B. Board of Public Works meeting of November 10, 2022: (Vice Chairperson Hillstrom) (Minutes can be found on the City web site)

1. Information Only Items:

- a. Board approved Pay Request No.6, Contract 7-21, Harrison Street Storm Water Pond, MCC, Inc., in the amount of \$102,872.03.
 - b. Board approved Change Order No.1, Contract 8-21, Jewelers Park Drive Trail, Vinton Construction Company, for additional base aggregate, additional geogrid, inlet remove/replace and alt bid-5-inch concrete sidewalk, in an amount of \$96,470.61.
 - c. Board approved Pay Request No.5, Contract 2-22, Sanitary, Water and Storm Water on Dieckhoff Street and Grove Street, Donald Hietpas & Sons, Inc., in an amount of \$83,233.51.
 - d. Board approved Pay Request No.3, Contract 3-22, Street Construction, Apple Blossom Drive., Fredrick Drive, Green Acres Lane, Honeysuckle Lane, Meadow Lane, Primrose Lane, Wild Rose Lane, Blueberry Lane, Cherry Lane, Farm Ridge Lane, Fresh Air Park and Southview Park Basketball Court, Northeast Asphalt Inc., in an amount of \$723,804.14.
 - e. Board approved Pay Request No.3, Contract 7-22, Winneconne Bridge Repair, Pfeifer Brothers Construction, in an amount of \$92,834.99.
 - f. Board approved Pay Request No.1, Contract 8-22, HMA Pavement Repairs, Northeast Asphalt, Inc., in an amount of \$89,426.07.
 - g. Board approved Change Order No. 1 Contract 11A-22 Water Service Replacement Reddin Avenue & Zemlock Avenue extending the completion deadline to April 30, 2023.
 - h. Board approved Change Order No. 1 Contract 11B-22 Water Service Replacement Hunt Avenue, Madison Street & Nicolet Boulevard extending the completion deadline to April 30, 2023.
2. Council Action Items:
- a. Board recommends Council approve Final Pay Request, Contract 8-21, Jewelers Park Drive Trail, Vinton Construction Company, in amount of \$252,361.05. **(RollCall-Pro)**
MSCRP Hillstrom/Stevenson to approve as recommended by the Board, all voting aye.

Discussion: There was discussion regarding the overage of project costs.

- C. Reports on neighborhood groups.
1. Business Improvement District Board (BID Board) – Alderperson Skyrms
 - a. Reporting from BID Board Meeting of November 15, 2022
 - b. Very Neenah Christmas will be held December 2, 2022
 - c. Luminary and Cookie Crawl is scheduled for December 15, 2022
 - d. Board reviewed, discussed, and approved the 2023 Budget which goes to Future Neenah Board for review and approval. The 2023 Budget will come before the Council on December 7, 2022.
 - e. Welcomed two new business: Renewed and Reclaimed and Anthology Salon. Both had sign grants approved.
- D. Library Board
1. Report from the Library Board – Alderperson Erickson
 - a. Reporting from the November 16, 2022 meeting

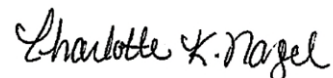
- b. There are seventy programs offered by the Neenah Library in October. See their website for offered programmed opportunities.
 - E. Neenah Arts Council
 - 1. Report from the Neenah Arts Council – Alderperson Erickson
 - a. Reporting from the November 9, 2022 meeting.
 - b. Will be in Alta Resources Main Street building with a community art project for the Very Neenah Christmas on December 2, 2022.
 - F. Landmarks Commission
 - 1. Report from the Landmarks Commission – Alderperson Steiner
 - a. Meeting was cancelled, no report.
- X. Presentation of petitions
 - A. Received petition in opposition to the proposed rezoning of Shattuck Middle School property, 600 Elm Street, from R-1, Single Family Residence District, to the Traditional Neighborhood Development District (TND). Motion to refer to the appropriate committees. **(RollCall-Pro)**

Discussion was had regarding the path of which the petition is to take.

MSCRP Stevenson/Boyette to refer the petition to the City Attorney for evaluation of relevancy and determination on a super majority requirement of which the Plan Commission and City Council should be made aware, as well as to the Plan Commission and City Council, motion carried in a roll call vote 8-0-1 with Borchardt abstaining.
 - B. Any other petition received by the City Clerk’s Office after distribution of the agenda.
- XI. Council Directives
 - Alderperson Erickson requested a directive of staff attracting a convenience store/gas station to the [Doty] Island.

Discussion ensued regarding procedures for Council Directives. This will be acted on at the next council meeting.
- XII. Unfinished Business
- XIII. New
 - A. Any announcements/questions that may legally come before the Council.
- XIV. Adjournment
 - MSC Stevenson/Boyette to adjourn, all voting aye. Meeting adjourned at 9:59 PM.**

Respectfully submitted,



Charlotte Nagel, City Clerk



Aaron L. Olson
Chief of Police

CITY OF NEENAH POLICE DEPARTMENT



2111 Marathon Avenue
Neenah, Wisconsin 54956

Memo

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

From: Chief Aaron L. Olson *ALO*

Date: November 21, 2022

Re: **Steve Morton - Memorial Lobby**

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

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

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

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



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

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

Recommendation:

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

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, November 29, 2022, 6:30 PM

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

Excused:

Also Present: Mayor Lang, Public Works Director Kaiser, Police Chief Olson, Police Captain Van Sambeek, and Public Works Office Manager Mroczkowski

Approval of Minutes of the Meetings of October 25, 2022

Motion/Second/Carried by Hillstrom/Stevenson to approve the minutes of the October 25, 2022 meeting. All voting aye

Public Appearances:

NONE

Law Enforcement Agency Grant

Captain Van Sambeek stated that the State of Wisconsin created the Law Enforcement Agency Grant for Safer Communities that provides grant funds to every tribal and local law enforcement agency in the state. He stated that the grant amount available to each agency is based on the population that the agency serves. He stated that the City of Neenah Police Department was awarded \$75,983.68. He stated that the staff spent a significant amount of time examining the best way to utilize the grant funds. Captain Van Sambeek stated that the consensus was to purchase a Virtual Reality Training System, which is a police training and law enforcement training simulator. He stated it will provide hands-on scenario-based exercises with detailed debriefing and after action review.

Captain Van Sambeek stated that this is a reimbursement type grant that is currently running until June 30, 2023. He stated that expenditures incurred outside this time window are not eligible for reimbursement under this program.

Captain Van Sambeek stated that he is asking for authorization for the City of Neenah Police Department to participate in the Law Enforcement Agency Grant for Safer Communities and make purchases up to the \$75,983.68 limit of the grant for the Apex Officer X2 System at a cost of \$67,500 and other training related equipment that is yet to be determined with the initial source of the funding from the Capital Equipment Reserve.

Captain Van Sambeek and Chief Olson related their discussion with other police agencies regarding this type of training tool.

Aldersperson Hillstrom asked if there will be any continuing expenses. Captain Van Sambeek stated no.

Aldersperson Weber asked if there is a cost to any future updates. Captain Van Sambeek stated that the City of Oshkosh has this same type of system and in talking with their training officer, there have been no cost for any updates.

Report

Following Discussion: Motion/Second/Carried Weber/Stevenson to recommend Council approve the Neenah Police Department participate in the Law Enforcement Agency Grant for Safer Communities to purchase the Apex Officer X2 System and other training related equipment not to exceed the grant funding of \$75,983.68 with the initial funding coming from the Capital Equipment Reserve Funds. . All voting aye.

Steve Morton Memorial Lobby

Police Chief Olson stated that Steve Morton was an ambassador for the Police Department financially and through his support, friendship and mentoring. Chief Olson stated that Steve Morton served on the Police Commission for 12 years with three of those being President. Captain Olson stated that there is no better way to honor him than to memorialize his name to the lobby of the Police Department.

C.A

Following Discussion: Motion/Second/Carried Borchardt/Hillstrom to recommend Council approve the name of the Neenah Police Department lobby to the “Steve Morton Memorial Lobby” effective December 14, 2022. All voting aye.

Police Department 3rd Quarter Statistics

Police Chief Olson reviewed the 3rd Quarter Statistics.

Aldersperson Borchardt asked if there was concern with the revenue decrease in issued citations. Chief Olson stated no because the new Traffic Safety Officer citations which is listed separately show an increase in the number of citations issued. He emphasized that they do not enforce to reach a revenue target.

Info Only

Following Discussion: Motion/Second/Carried Stevenson/Hillstrom to Accept and File Police Department 3rd Quarter Statistics Report.

Public Works General Construction and Department Activity

- 1) Contract 7-21 (Harrison Pond): Stones continue to be placed for the water feature on the east side of the pond. The contractor will be installing the last pieces of storm and sanitary sewer at the Monroe/Union intersection in the next week or two. Staff is meeting with DNR November 30th to review the project.

Aldersperson Stevenson asked when the pond will be complete. Director Kaiser stated that the contractor is saying by the end of the year.

- 2) Contract 2-22 (Utility and Street Construction on Grove and Dieckhoff): Work is complete. A final pay request is being prepared.
- 3) Contract 3-22 (Street Construction in Fredrick Drive area, Fresh Air Pk, Southview Pk): Work is complete. A final pay request is being prepared.
- 4) Contract 7-22 (Winneconne Ave Overpass Repairs): Repairs are complete. A final pay request is being prepared.
- 5) Contract 8-22 (Miscellaneous Asphalt Repairs): Work is complete. A final pay request is being prepared.
- 6) Contract 11-22A (Lead service line replacement – Zemlock/Reddin): 55 of 84 services have been replaced.
- 7) Contract 11-22B (Lead service line replacement – Hunt/Madison/Nicolet): 63 of 100 service replacements have been completed.

Director Kaiser stated that Van Rite Plumbing will be starting spot repairs starting next week. He stated that the work will take about 2 weeks.

- 8) Refuse & Recycling Guide: The 2023 guide has been sent to the printer. Office Manager Mroczkowski has done a major revamp of the guide's format to organize the information and give it a fresher look.
- 9) Cecil Street Garage: Youth-Go has announced that they are discontinuing the Haunted House event that had been held in the Cecil Street Garage up to 2019. They still have a need to store some costumes and items that are used at their event at Memorial Park, "The Hallows". I am working with them to revise the lease to reflect their less intensive use. They are also in the process of cleaning their structure and props out of the garage.

Aldersperson Stevenson asked if there is still a need for the building. Director Kaiser stated that we use it for equipment storage, refuse and recycling carts, library storage. He stated that Kids Carts also still uses the building.

- 10) Leaf Collection: With the completion of Area 4 this week, leaf collection is done for the year.

Announcements/Future Agenda Items

Aldersperson Hillstrom has asked for City Attorney Rashid to create an ordinance to address duck hunting within the City of Neenah.

Adjournment: **Motion/Second/Carried Hillstrom/Stevenson to adjourn at 7:13 PM.**
All voting aye.

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager



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



Memo

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

From: Captain Thomas Van Sambeek

Date: November 17, 2022

Re: Law Enforcement Agency Grant

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

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

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

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

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

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



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

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

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

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

Recommendation:

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



Apex Officer Training Simulator

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

Proposal Prepared For:

Jon Kuffel

Neenah Police Department

2111 Marathon Ave, Neenah, WI 54956

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March 17, 2022

Dear Jon Kuffel,

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

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

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

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

Respectfully sent on March 17, 2022.

Chase Dittmer
Founder and CEO

Govred Technology, Inc.
Direct: 702-901-5344
chase@apexofficer.com
www.apexofficer.com

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APEX OFFICER – PRO TRAINING SIMULATOR SUITE

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

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

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

Additional Notes:

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-See Important Terms and Conditions Below-

Standard Terms and Conditions

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

Purchasing/Contracting Information

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

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Sole Source Letter

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

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

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

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

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

Sincerely,
Chase Dittmer
Co-Founder

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

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Aaron L. Olson
Chief of Police

CITY OF NEENAH POLICE DEPARTMENT



2111 Marathon Avenue
Neenah, Wisconsin 54956

Memo

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

From: Chief Aaron L. Olson *ALO*

Date: November 9, 2022

Re: **Third Quarter Statistics for 2022**

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

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

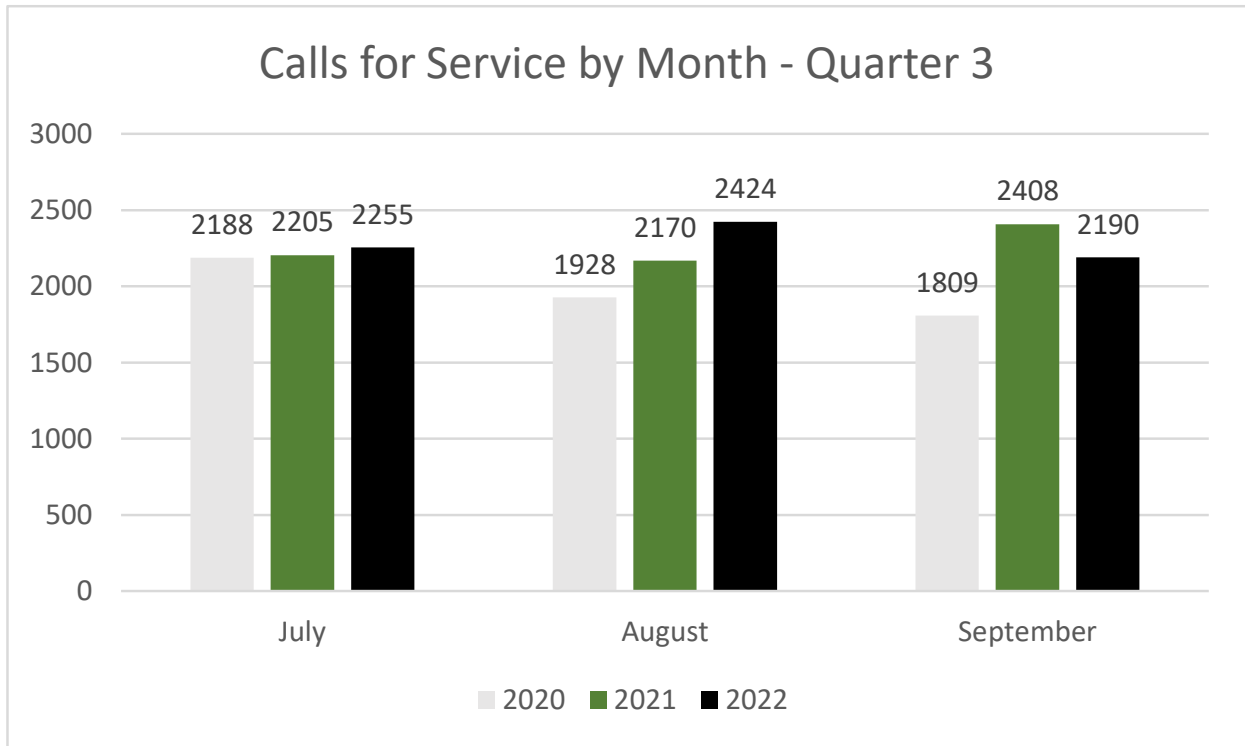


Neenah Police Department Quarter 3 Report 2022

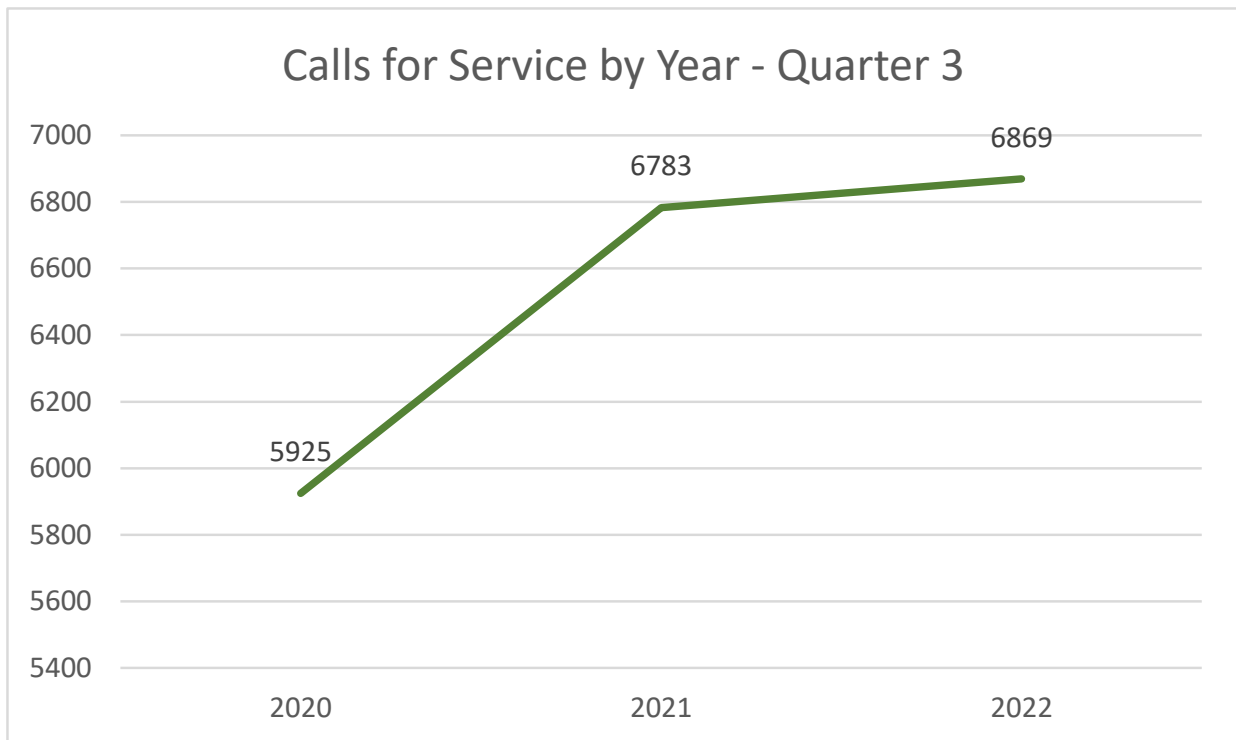


Report by Crime Analyst Paige Kowalski
pkowalski@ci.neenah.wi.us
920-886-6040

Calls for Service

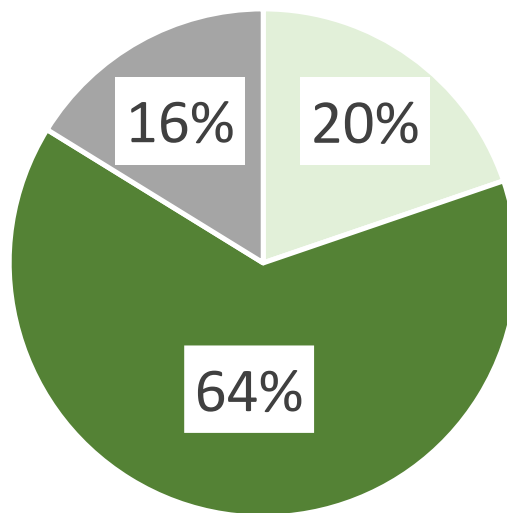


Included in the 6,869 Calls for Service for Quarter 3, 2022 are:
831 Traffic Stops



Unified Crime Report

Group A Offenses - Quarter 3



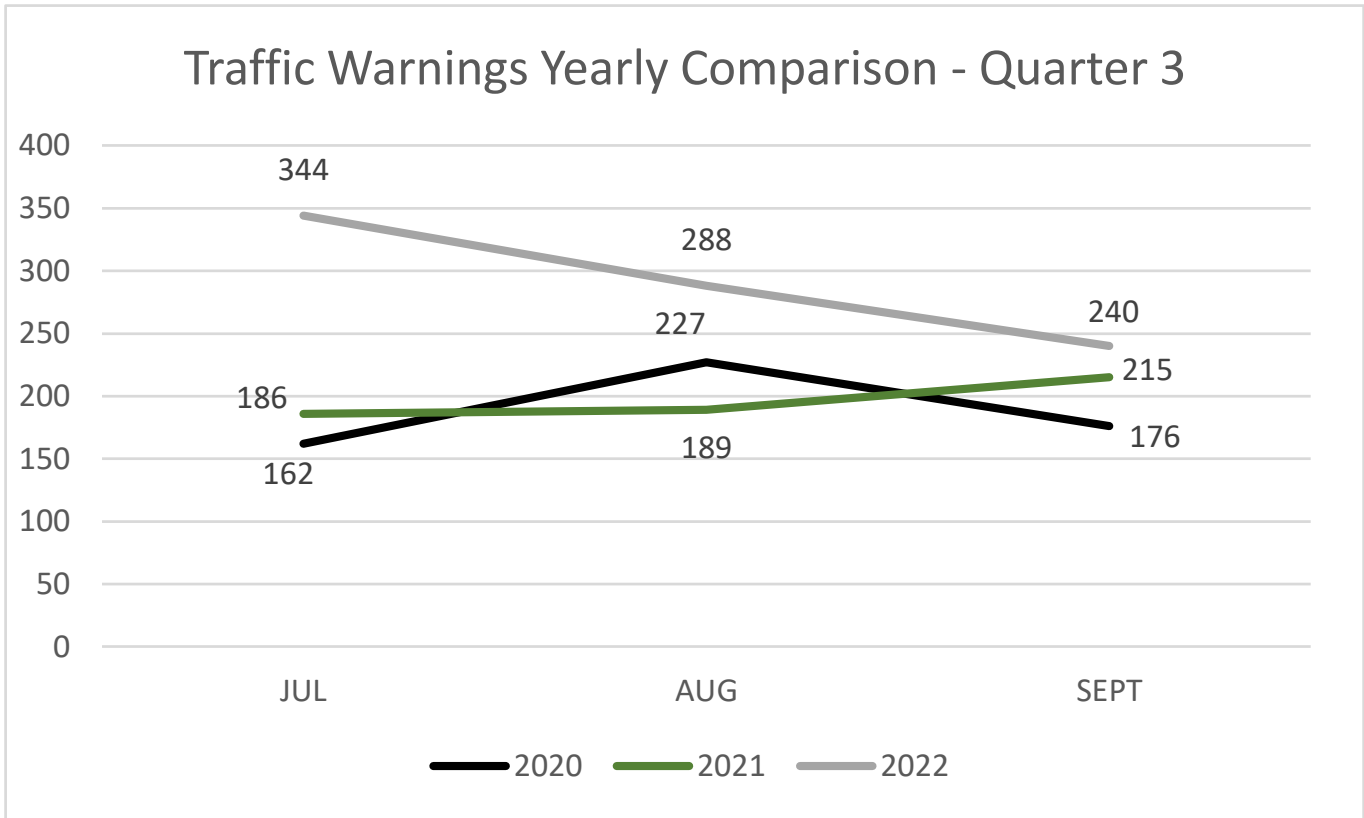
■ Crimes Against Person ■ Crimes Against Property ■ Crimes Against Society

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

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



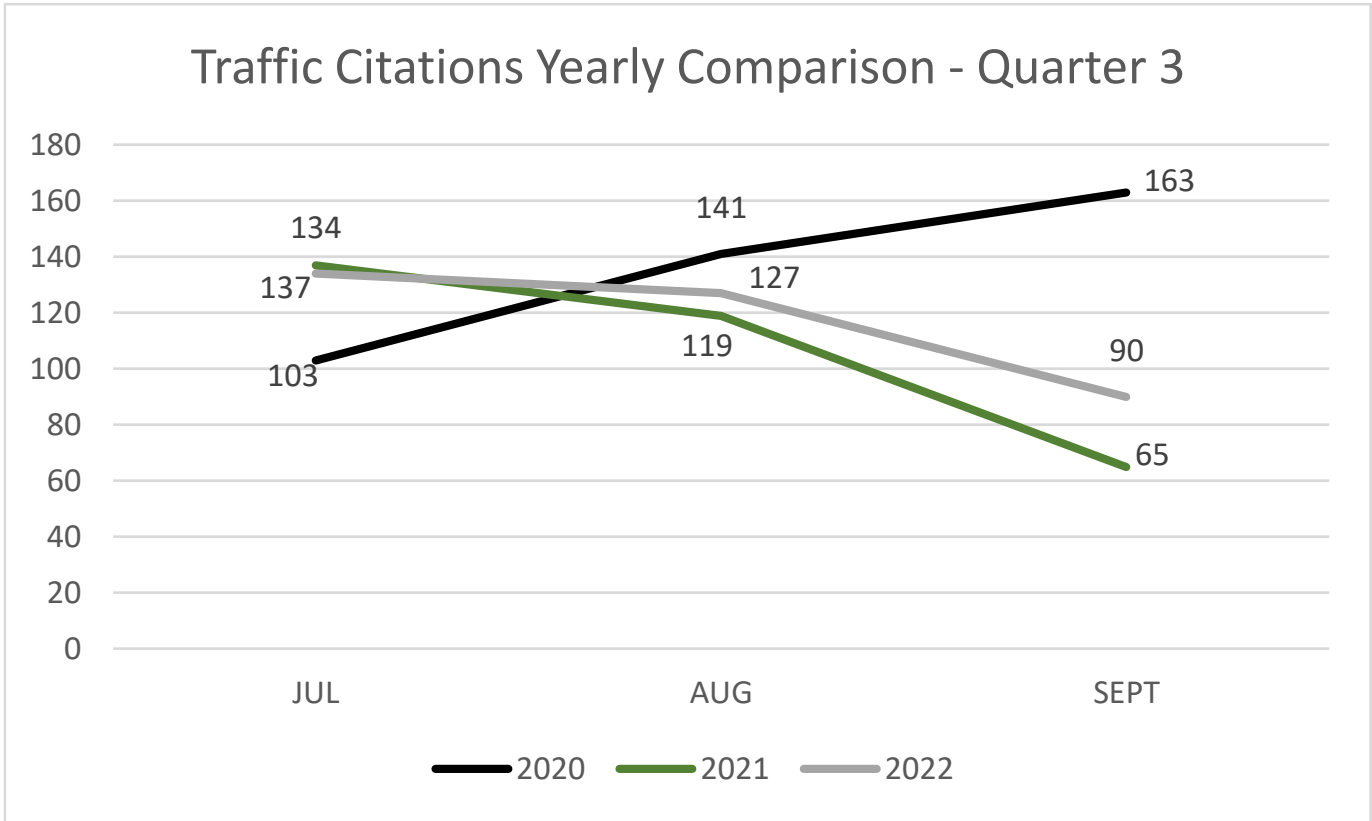
Traffic Warnings



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



Traffic Citations



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



Traffic Safety Officer

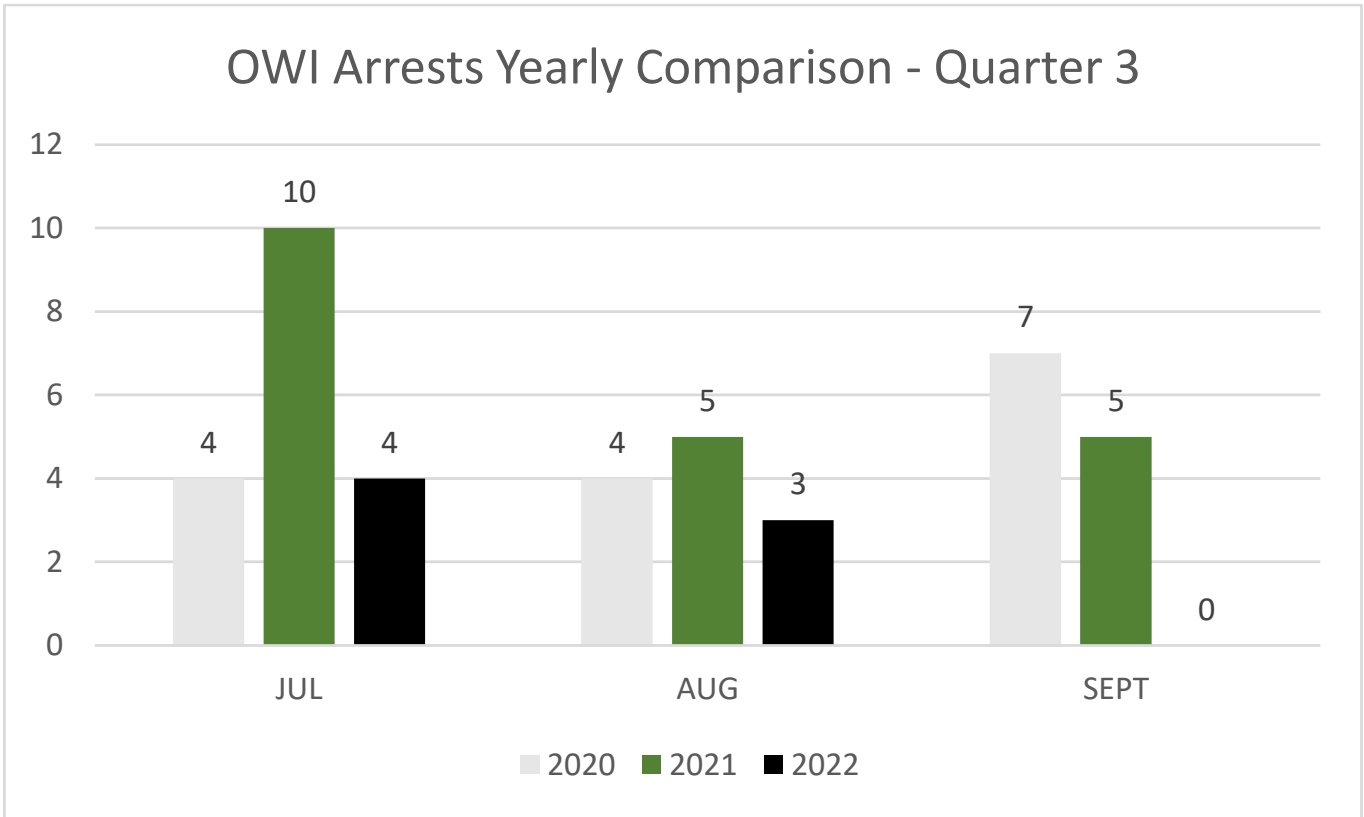
Officer Edwards began the position of Traffic Safety Officer (TSO) in May. He has many responsibilities including moving radar units, conducting Flock training, leading the Bike Patrol, and more. He will also assist patrol on major accidents or emergency calls requiring additional units to respond.

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

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



OWI Arrests

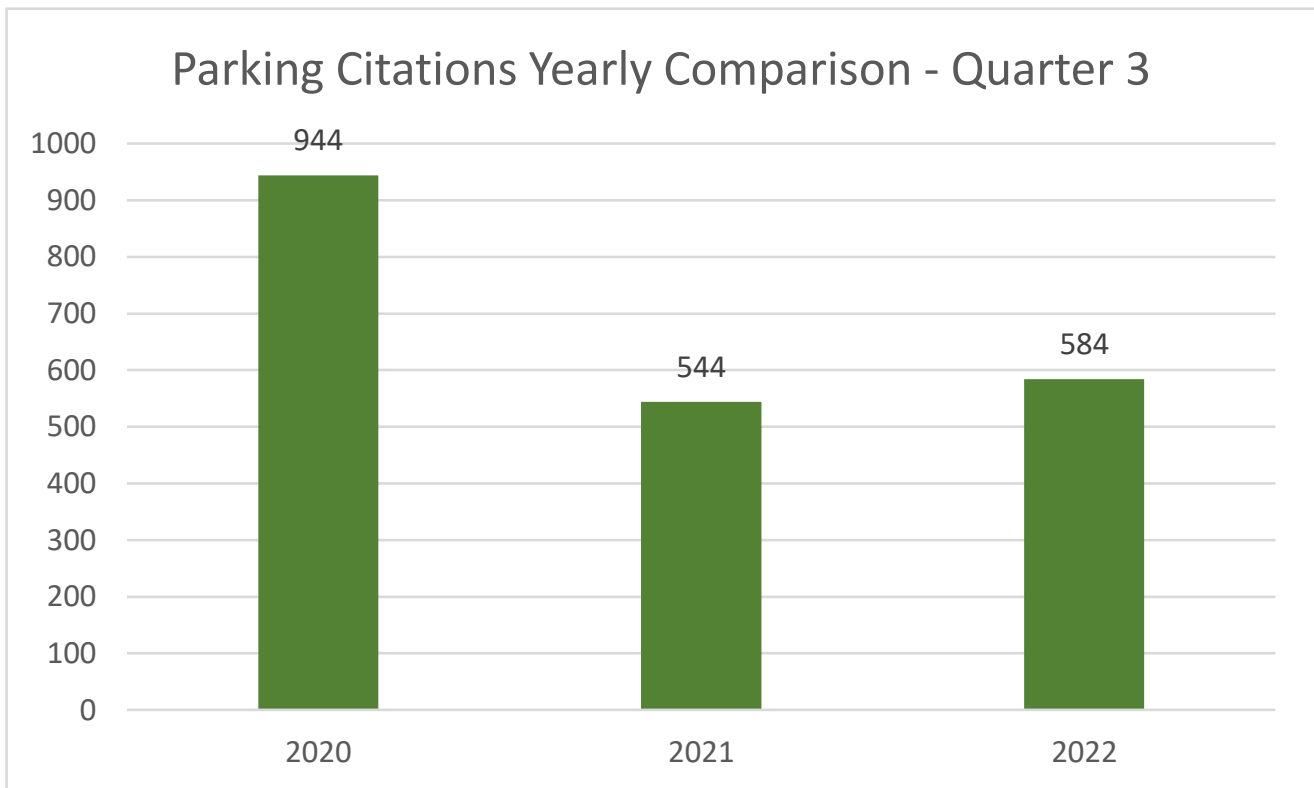


OWI Arrests - Quarter 3			
	JUL	AUG	SEPT
2020	4	4	7
2021	10	5	5
2022	4	3	0



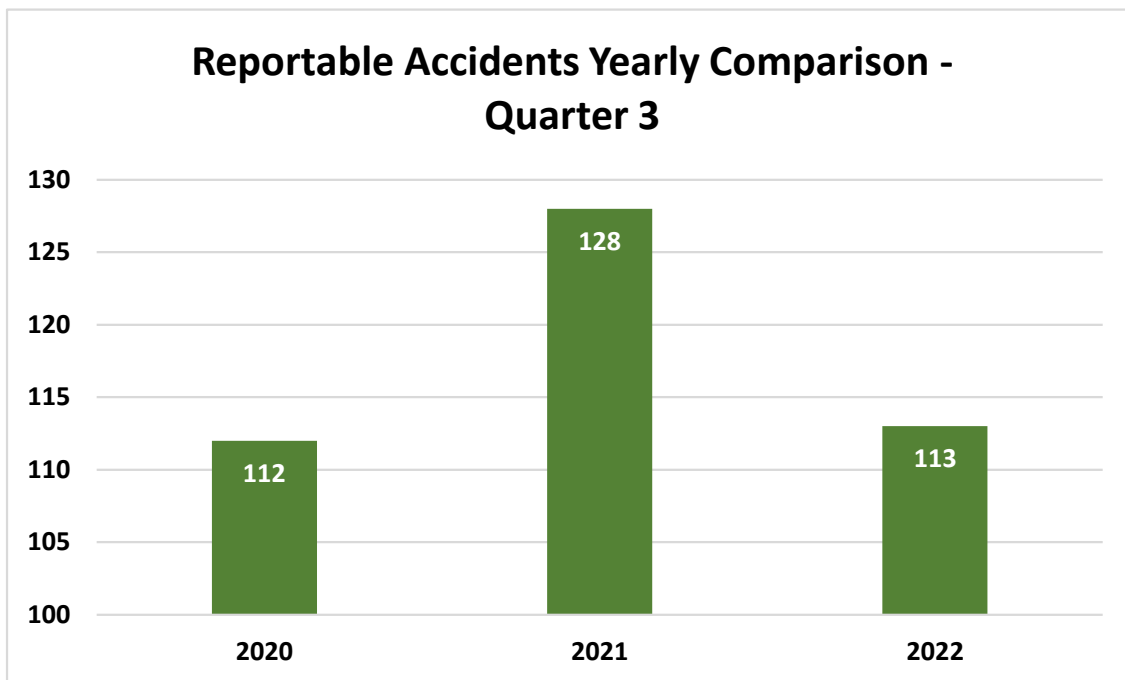
Parking Citations

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

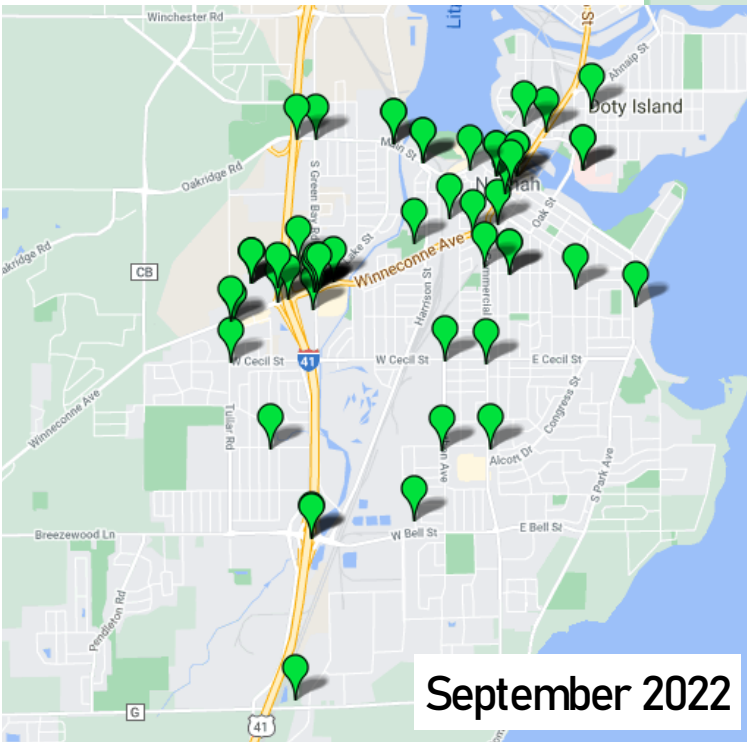
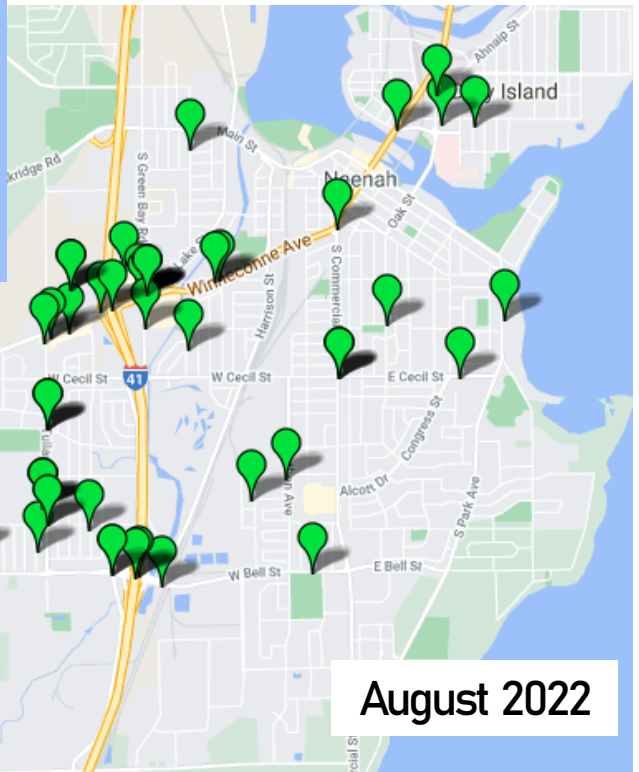
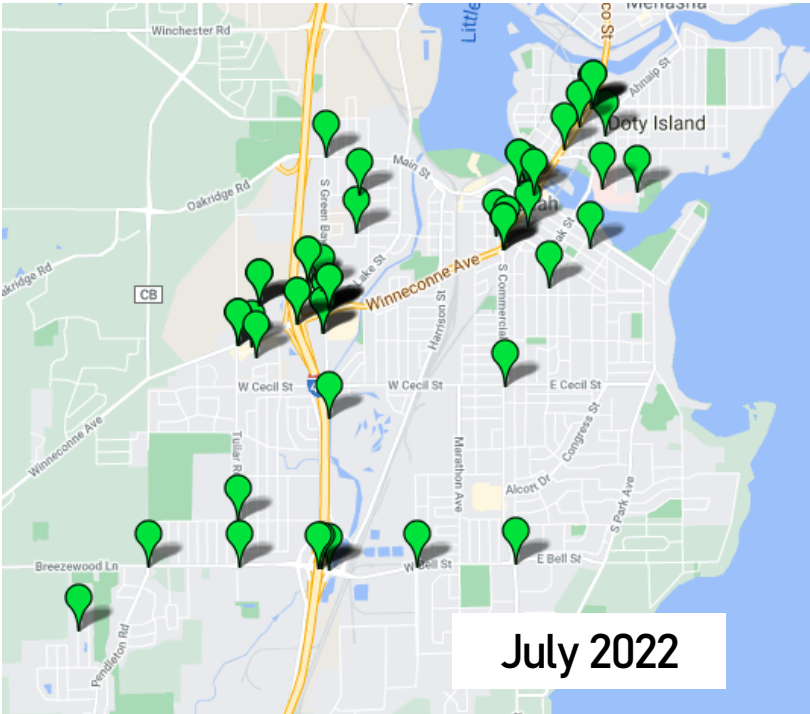


Accidents

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



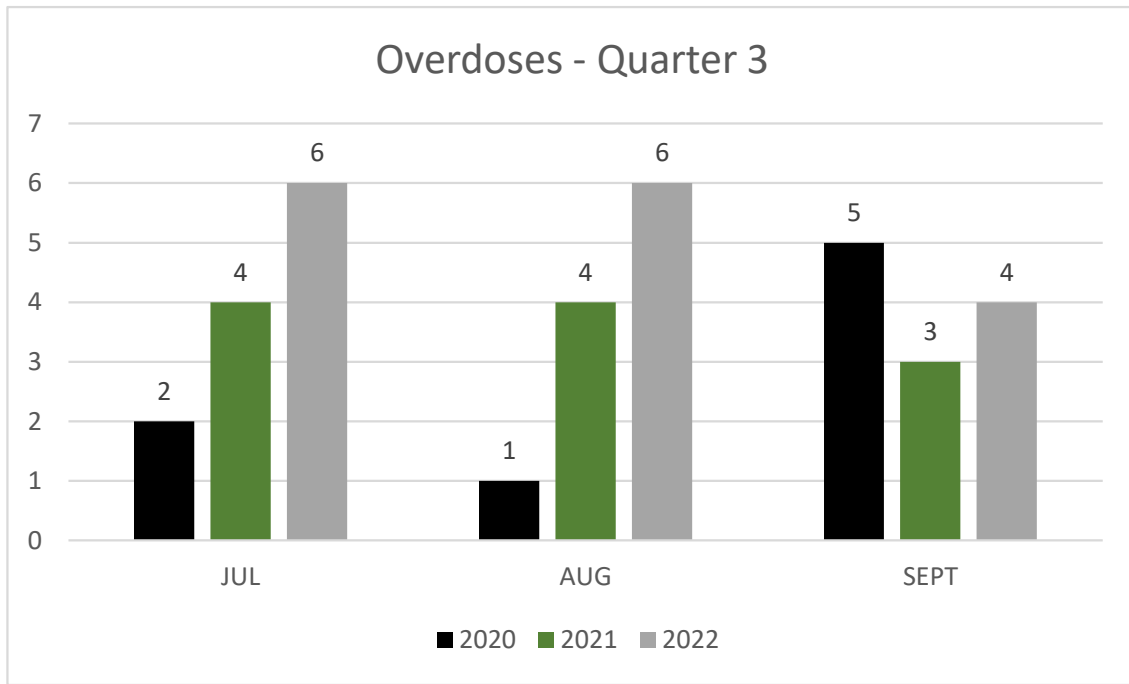
Accidents



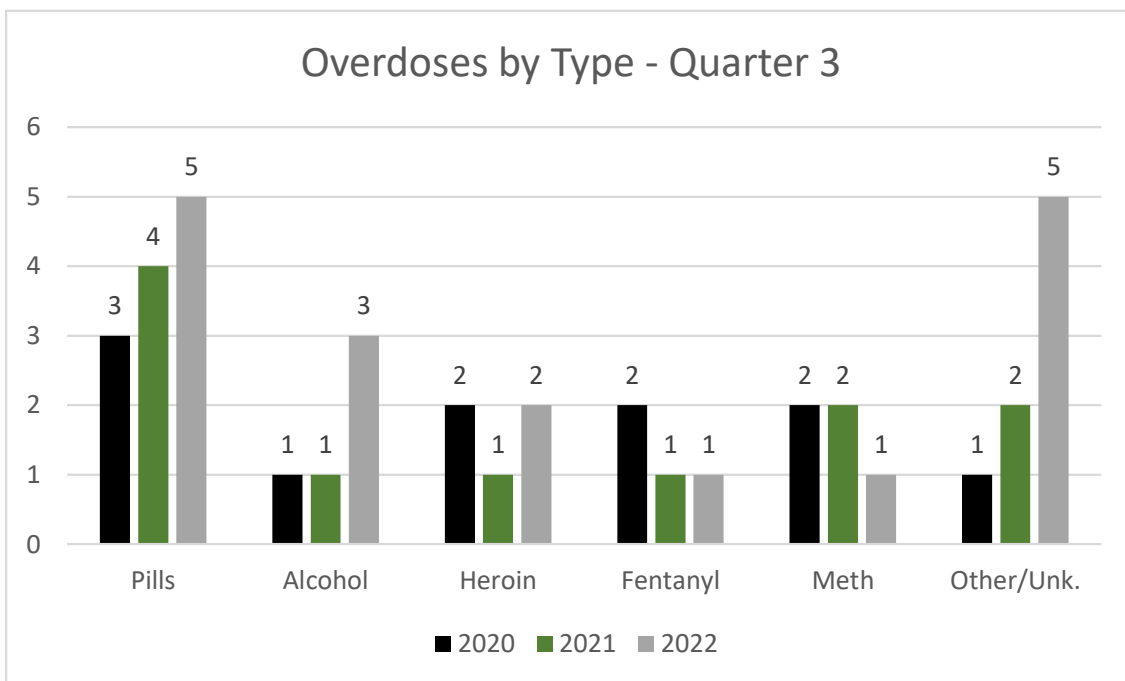
*Pin maps include both reportable and non-reportable accidents



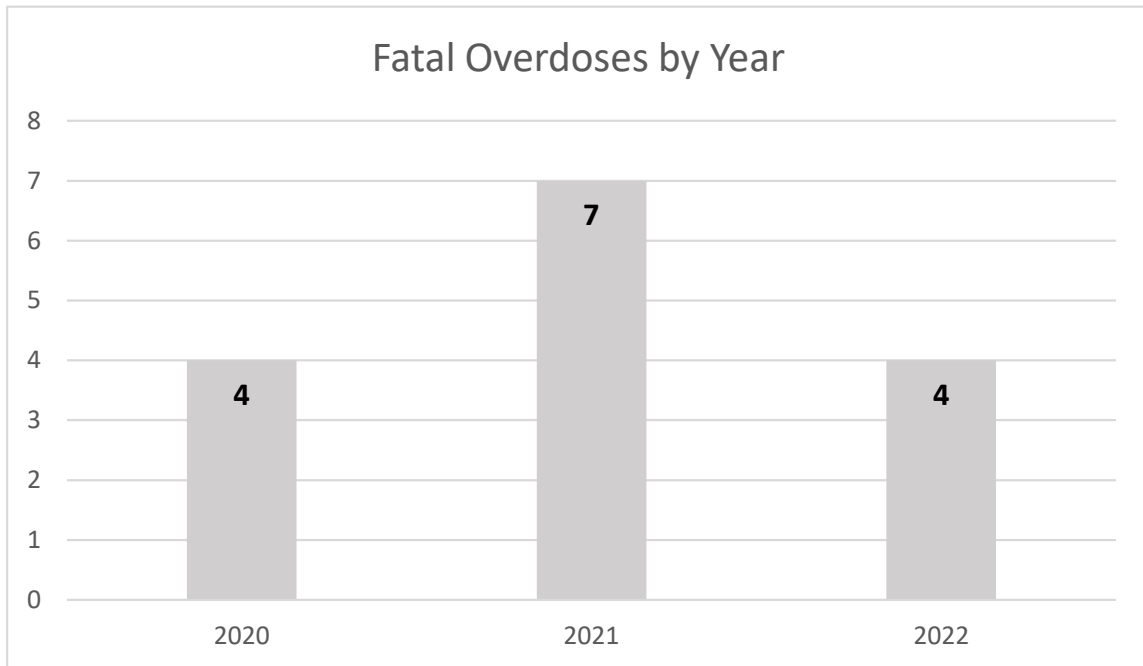
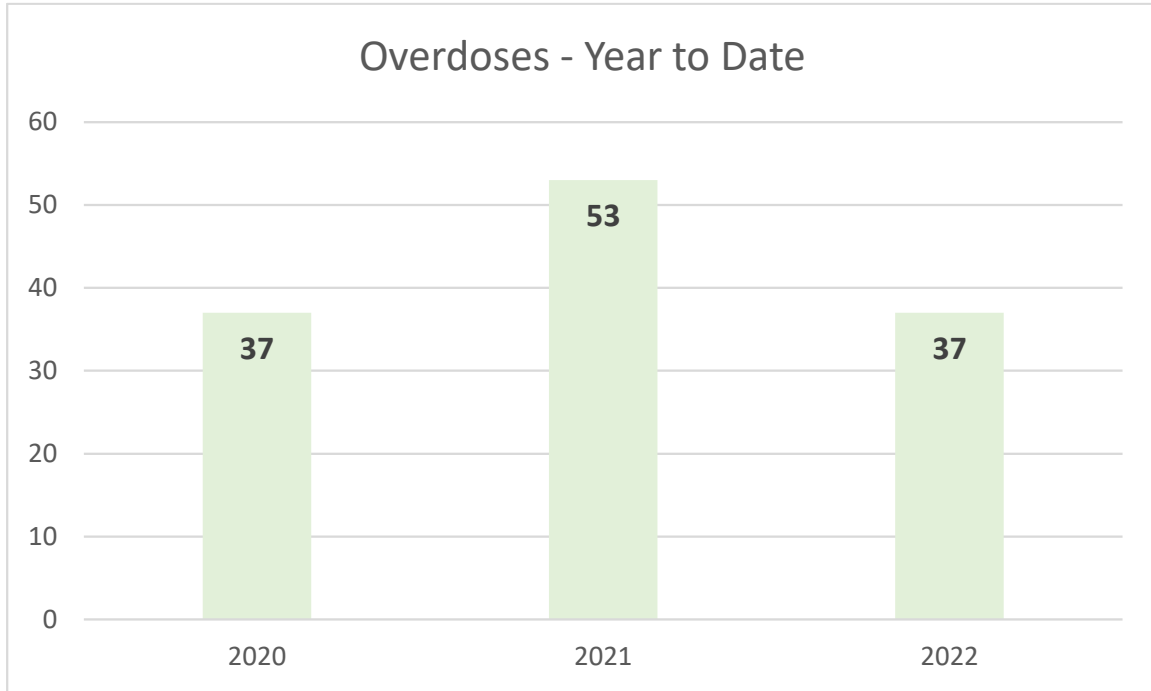
Overdoses



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



Overdoses



Dangerous Animals

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

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

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

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



Open Records Requests

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

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

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

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

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



Code Enforcement

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

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

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



FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, November 28, 2022 – 6:00 p.m.
Council Chambers, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin

MINUTES

Present: Chairman Erickson; Aldermen Skyrms, Steiner and Stevenson; Mayor Lang, Deputy Director of Finance Kahl, City Attorney Rashid.

Others Present: Director of Community Development Haese, Deputy Director of Community Development Schmidt.

Absent/Excused: Alderman Boyette.

Public Appearances: None.

Minutes: Motion/Second/Carried Stevenson/Steiner to approve the minutes from the October 24, 2022 Regular Meeting. All voting aye.

Minutes: Motion/Second/Carried Skyrms/Stevenson to approve the minutes from the November 16, 2022 Special Meeting. All voting aye.

2023 Business Improvement District (BID) Operating Plan

Committee reviewed memo of Deputy Director Schmidt recommending approval of the 2023 Neenah Central City Business Improvement District (BID) Operating Plan. The proposed budget totals \$161,942.40, funded by \$144,797 in assessments to properties within the district and \$17,145.40 of carried forward dollars. Committee discussed changes to the properties assessed and details of the operating plan.

Motion/Second/Carried Skyrms/Stevenson to recommend Council approve Resolution 2022-21, approving the Neenah Central City Business Improvement District 2023 Operating Plan. All voting aye.

City Hall Controlled Access Project

Committee agreed to table discussion and action on this item until the next scheduled meeting.

Motion/Second/Carried Skyrms/Stevenson to table action on the City Hall Controlled Access Project until the December 12, 2022 Finance and Personnel Committee meeting. All voting aye.

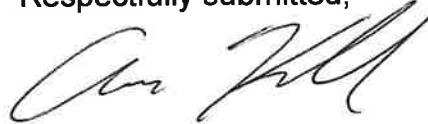
Fiscal Matters: October Vouchers: Motion/Second/Carried Stevenson/Skyrms to approve the October 2022 vouchers as presented. All voting aye.

Fiscal Matters: Third Quarter Financial Statements: Motion/Second/Carried Stevenson/Skyrms to approve the Third Quarter Financial Statements as presented. All voting aye.

REPORT

Motion/Second/Carried Stevenson/Steiner to adjourn the meeting at 6:18 p.m. All voting aye.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Andrew Kahl". The signature is fluid and cursive, with a large initial "A" and "K".

Andrew Kahl, CPA
Deputy Director of Finance



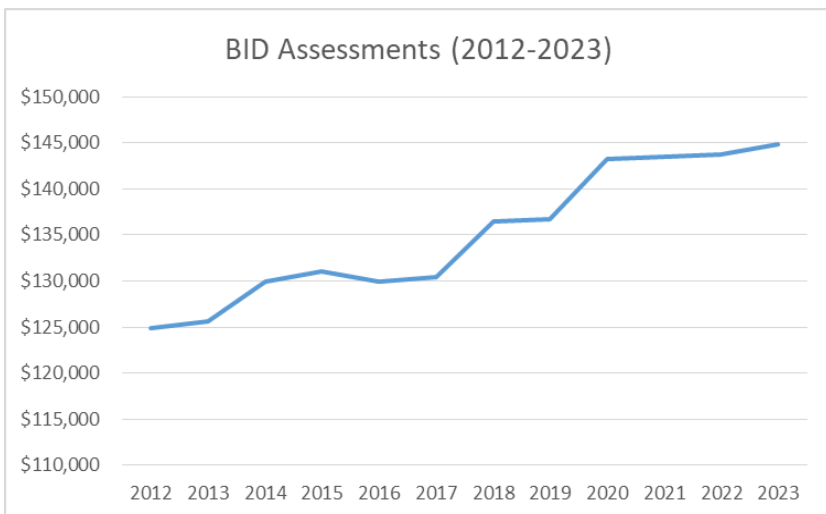
MEMORANDUM

DATE: November 28, 2022
TO: Chairman Erickson and the Finance and Personnel Committee
FROM: Brad Schmidt, Deputy Director
RE: 2023 BID Operating Plan and Schedule of Assessments

At its November 15, 2022 meeting, the Neenah Central City BID Board approved its 2023 Operating Plan, and recommends Council adoption of the same. A copy of the plan is attached.

Schedule of Assessments

2013 -- \$125,560
2014 -- \$129,886
2015 -- \$131,020
2016 -- \$129,992
2017 -- \$130,379
2018 -- \$136,528
2019 -- \$136,694
2020 -- \$143,268
2021 -- \$143,534
2022 -- \$143,731
2023 -- \$144,797



Net Increase in BID Assessment Collection from 2022 Level= \$1,066

In addition to the \$144,797 in assessment collections, the BID will be carrying over \$17,145.40 in funds from 2022, making the final BID budget for 2023, \$161,942.40.

An appropriate motion would be to recommend Council adoption of Resolution No. 2022-21, approving the Neenah Central City Business Improvement District 2023 Operating Plan.

Neenah Central City Business Improvement District Year Twenty-Two Operating Plan - 2023

Approved

Future Neenah Board: pending 11.21.22

BID Board: pending 11.15.22

Council: pending 12.7.22

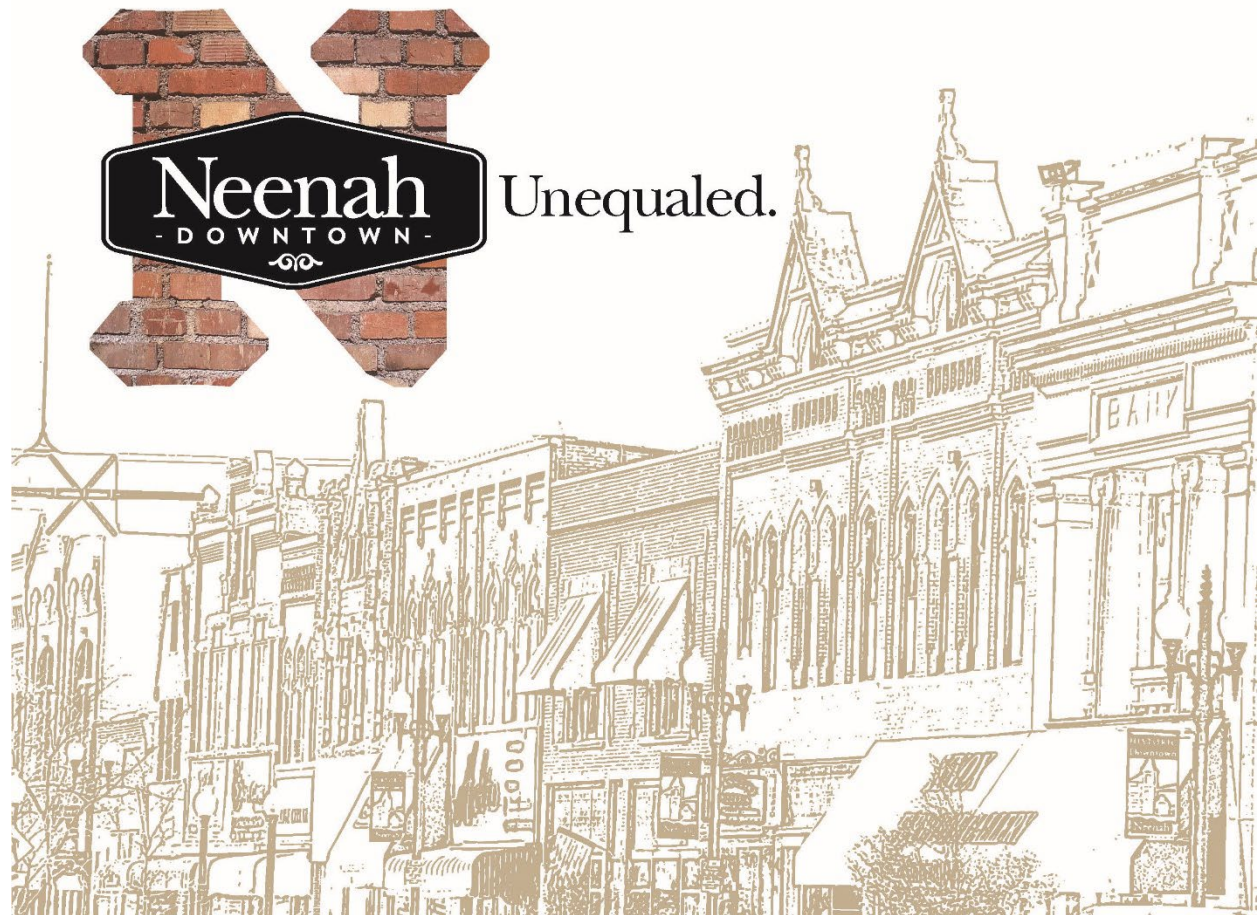


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Downtown Neenah Brand Statement

We are Neenah, Wisconsin.

Born on the banks where the Winnebago flows into the mighty Fox, we were named for running water. And that water has long since been our heart and our soul. It has fueled paper mills and steel industry, and it has fueled an unequalled culture that is truly built on water.

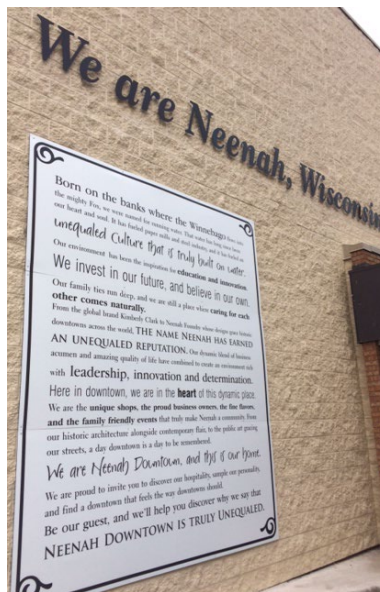
Our environment has been the inspiration for education and innovation. We invest in our future and believe in our own. Our family ties run deep, and we are still a place where caring for each other comes naturally.

From the global brand Kimberly-Clark to Neenah Foundry whose designs grace historic downtowns across the world the name Neenah has earned an unequalled reputation. Our dynamic blend of business acumen and amazing quality of life have combined to create an environment rich with leadership, innovation and determination.

And here in downtown, we are the heart of this dynamic place. We are the unique shops, the proud business owners, the fine flavors, and the family friendly events that truly make Neenah a community. From our historic architecture alongside contemporary flair to the public art gracing our streets, a day downtown is a day to be remembered.

We are Neenah Downtown, and this is our home. We are proud to invite you to discover our hospitality, sample our personality, and find a downtown that feels the way downtowns should. Be our guest, and we'll help you discover why we say that Neenah Downtown is truly Unequaled.

District Brand Statement Signage (below).



**2023
OPERATING PLAN
NEENAH CENTRAL CITY BUSINESS IMPROVEMENT DISTRICT**

I. INTRODUCTION

Under Wisconsin Act 184, signed into law in 1984, Wisconsin municipalities are authorized to create Business Improvement Districts (BIDs) upon petition of at least one property owner within the proposed district. The State Legislature created Section 66.1109 of the Wisconsin Statutes (the “BID Law”) to provide a mechanism “...to allow businesses within those districts to develop, to manage and promote the districts and to establish an assessment method to fund these activities.” See Appendix E, 1983 Wis. Act 184, Section 1, legislative declaration. In many instances, BIDs are designed to promote, develop, redevelop, manage, and maintain the district. BIDs use various methods to determine assessments. A majority of Wisconsin BID’s levy is based on each parcel’s assessed value. Under the BID law, properties used exclusively for residential purposes may not be assessed.

Business improvement district assessments are quite similar to traditional special assessments wherein property owners are assessed for improvements or services that benefit them. Unlike traditional special assessments, however, business improvement district assessments can be used to finance a wide range of activities, services, and improvements. Business improvement districts in Wisconsin have been used to fund a broad scope of activity including business retention and recruitment programs, marketing and promotional activities, environmental enhancement, maintenance programs, parking utilization, services such as snow removal, façade renovations, as well as crime prevention and security activities.

In 2001, business and property owners located within the Neenah Central City Business Improvement District (the “District”) signed a petition requesting the creation of a Business Improvement District. The purpose of the District is to sustain the competitiveness of Downtown and ensure a safe, clean environment conducive to business and recreational activity. The petition was included as part of the Initial Operating Plan that was developed in accordance with the BID statutes. The Neenah Common Council approved the Plan and created the District on November 20, 2001. The BID District functions as a cooperative partnership with the City of Neenah (City) and Future Neenah, Inc. (FNI).

This 2023 Operating Plan will govern the operation and management of the BID for the next year. It is anticipated that the BID will be renewed for subsequent years with essentially the same terms and conditions (with options to modify work plans, budgets, etc.), and in the manner prescribed under section 66.1109 (3) (b) of the BID law.

The provisions set forth herein shall constitute the “Operating Plan” of the Neenah Central City BID. As used herein, “BID” shall refer to the business improvement district’s operating and governance mechanism and “District” shall refer to the real estate located within the physical boundaries of the business improvement district, as provided herein.

A. Purpose of the BID

Since its inception, the objectives of the BID have been and continue to be to attract merchants and entrepreneurs that will increase customer traffic downtown, better enabling the Downtown District to compete for customers with suburban, residential, and commercial areas, and to position it as a destination point. Key focus areas are management, retention, recruitment, marketing, public relations and physical maintenance of the District. These are proposed because

1. Use of the BID mechanism to create a broad based entity focused on achieving specified goals and objectives, and led by a volunteer Board of Directors will help ensure that a sustainable management, retention, recruitment, marketing and maintenance program will continue on a long-term basis.
2. The District includes a variety of properties in differing types and sizes. Existing public funding sources used to maintain and promote the District in the past have not been sufficient. Unified development efforts will have to be financed with new private resources as well as existing public and private dollars. A system of shared costs,

responsibilities, and programs will provide for long-term results that would otherwise not be obtainable. An example of the benefit of this effort will be the District supplementing the maintenance provided by the City in order to increase the appearance and cleanliness of Downtown. The City will continue to provide its current level of maintenance and service. The City, FNI, and the District have developed a Cooperation Agreement to address the common goal of maintaining a clean, safe, and vibrant central business district. This agreement defines roles and responsibilities among the parties, improves communication, makes efficient use of time and resources, and encourages success. The Cooperation Agreement will be extended for a two-year renewal, through December 31, 2023, with the adoption of the 2023 Operating Plan. Future renewal is subject to the mutual agreement of all parties. A retreat of all parties involved (City/FNI/BID) was last held October 13, 2021 to update this Cooperative Agreement. At that time, action was taken to replace this working document with an Agreement that more accurately reflects the partnership and shared duties/responsibilities. All parties agreed to meet every other year in similar fashion to renew this Cooperative Agreement. (Appendix L)

3. The BID law provides a mechanism whereby private property owners can work together in conjunction with the City of Neenah and Future Neenah, Inc. to develop and maintain the District. The goals and objectives of the 2040 Comprehensive Plan, the 2022 Neenah Next Downtown Plan, the 2013 Market Analysis & Branding Study, the Waterfront Design and Development Master Plan, the 2008 Glatfelter Mill Redevelopment Master Plan, the 2014 parking study, and other programs that promote the economic vitality of the Downtown will be consulted in the management of the BID.
4. The continued use of the BID mechanism helps to ensure that the entire District will be promoted, managed and developed as expeditiously and cost effectively as possible, further ensuring that efforts to showcase and benefit the District continue into the future.
5. There have been more than 1000 BID's formed in North America, including 80+ BIDs in Wisconsin. BIDs are a critical ingredient in commercial area revitalization and have proven to be successful by funding improvements and services that enhance the overall vitality of a business district. Success is measured by higher occupancies, sales, and property values.

II. DEVELOPMENT PLAN

This shall be the Business Improvement District Operating Plan for the Neenah Central City Business Improvement District, for the year 2023.

A. Plan Objectives

The BID seeks to protect public and private investments in Downtown Neenah, and to attract new investment to the District. The BID exists to promote the orderly development and physical maintenance of the District, including implementation of the Downtown element of Neenah's 2040 Comprehensive Plan, and to develop, redevelop, maintain, operate and promote the District efficiently and effectively. The BID shall work to preserve and improve economic, cultural, and social conditions within the District by facilitating partnerships of people and organizations to achieve mutual goals. The BID provides the necessary funding to plan, evaluate, facilitate and implement District development projects, planning activities, services and promotional activities that will help to acquire and grow sustainable consumer markets that Downtown Neenah can attract and serve, thus strengthening its competitiveness in the regional marketplace.

B. Plan of Action For 2023

The BID shall carry out its objectives by renewing the contract with FNI to carry out the administrative and management of the Plan of Action. It will be the task and responsibility of the BID Board and its standing committees to define and direct the implementation of the Plan of Action. The 2023 Plan of Action of the BID Board, as established by its four standing committees, is identified in the attached Appendix G.

C. Benefits

Funds collected by the BID under this plan will be spent for the benefit of the District.

Activities will:

1. Help District property owners secure and retain quality tenants.
2. Assist property owners and prospective tenants with governmental processes.
3. Assist property owners in retaining existing tenants by providing programs and services to troubleshoot, problem solve, and educate.
4. Assist property owners in recruiting new businesses to the District by using various proactive methods such as:
 - Track market trends, strengths, and weaknesses in order to target those new business sectors that should be recruited in the District.
 - Implement a marketing strategy and material to assist in attracting new businesses.
 - Continue to refine a database that tracks all property available within the BID. Use the database for informing potential new business of these locations.
5. Offer information and referral for financial assistance in developing and improving property.
6. Assist property owners in promoting not only their property, but also the District as a whole.
7. Address parking issues and concerns by working with City officials and recommending improvements to the Downtown Parking System.
8. Address safety issues through cooperative work with business owners and City officials in order to develop new programs aimed at keeping the BID safe for customers, owners, pedestrians, and residents.

Help increase the value of property in the District by:

1. Improving the image of the District.
 - Continue to implement and update the marketing and branding study to attract new customers, businesses, and pedestrian traffic to the area.
 - Continue to educate business and property owners, Downtown employees, and customers on parking availability, rules, and regulations.
2. Encouraging property owners and tenants to make improvements and enhancements to buildings in the District.
 - Continue to support the City's efforts at securing funding for continuation of the façade grant program.
 - Encourage and promote any new building improvements through the use of marketing campaigns, newsletters and media.
3. Expanding promotional and retail events that increase pedestrian traffic in the District.
 - Promote events such as Farmers Market, the Christmas Event, Ultimate Ladies Day, Shattuck Park Summer Concert Series, etc.
 - Work cooperatively with event organizers to develop new events and grow existing events that create public awareness of what businesses are located within the BID and encourage people to come to the District.

Help tenants and existing businesses in the District become stronger by:

1. Developing vacant property and land.
2. Working with business owners in finding and obtaining tenants/owners to purchase/lease available space.
3. Assisting in marketing the BID to the general public and to private developers.
4. Working with area businesses and City officials to develop solutions for undesirable property.
5. Monitoring the enforcement of codes on properties that are neglected due to absentee owners.

D. BID Organization and Operating Board

The Mayor of the City of Neenah, as outlined below, shall appoint the BID Board ("Board"), with input from the current BID Board membership, Future Neenah, Inc., City Officials and the property/business owners in the District. Appointments to the Board shall be made before the commencement of the Plan Year for which the Operating Plan was adopted.

This Board's primary responsibility shall be to implement the current year's Operating Plan, to contract for the carrying out of the Operating Plan, contracting for preparation of an annual report and audit or review on the District, annually considering and making changes to the Operating Plan and submitting the Operating Plan for the following Plan Year to the Common Council of the City of Neenah for approval. These responsibilities may require the Board to negotiate with providers of service and materials to carry out the Plan; to enter into various contracts; to monitor development activity; and, to ensure District compliance with provisions of applicable statutes and regulations.

The BID Board shall be structured as follows:

1. Board size—11
2. Composition – The Board shall be made up of representatives from the following groups/interests:
 - Six (6) owners of property within the District.
 - One (1) representative from each of the following three (3) downtown business sectors:
 - Service/retail
 - Hospitality
 - Office
 - One (1) community representative with no direct property ownership or business interests within the District. This appointee shall be a City of Neenah resident.
 - One (1) representative of the City of Neenah administration, appointed by the Common Council.

Board appointments are made by the Mayor and confirmed by the Common Council. Any Board member who no longer meets the eligibility requirements associated with his/her particular appointment category (i.e. sale of property, employment change, etc.) shall be replaced. The Board shall recommend a replacement appointee to the Mayor, who will present a nominee for Council confirmation within 30 days.

3. Term — Appointments to the Board shall be for a period of three (3) years, on staggered terms, each ending on December 31 of the year of expiration except that the City of Neenah administration representative shall be appointed for a one year term at the annual April organizational meeting of the Common Council. The Board may remove by majority vote, any BID Board member who is absent from more than 3 meetings, without valid cause, and may recommend a replacement appointee to the Mayor, who will present a nominee for Council confirmation within 30 days.
4. Compensation —None.
5. Meetings — All meetings of the Board shall be conducted in strict adherence to the Wisconsin Open Meeting Law, Chapter 426, Laws of 1975. Minutes will be recorded and submitted to the City and the Board. The Board shall adopt Roberts Rules of Order to govern the conduct of its meetings, and shall meet regularly, at least annually.
6. Recordkeeping — Files and records of the Board’s affairs shall be kept pursuant to public record requirements.
7. Staffing — The Board will contract for services pursuant to this Plan and subsequent modifications thereof. Unless requested otherwise by the Board, any staff members or employees of contractors may attend all meetings of the Board, but will not have voting authority.
8. Officers — The Board shall appoint a Chairman, Vice-Chairman, Treasurer and Secretary, any two of the four of which shall have the authority to execute documents on behalf of the full Board, for the purposes authorized by the full Board, including the authorization for the writing of checks.
9. For purposes of this section “person” means an individual owner of a parcel, or a representative of an entity owner of such parcel. No one individual, and no more than one representative of any entity, may hold more than one Board position. If, during the course of a term, a Board member’s situation changes, so that they no longer fit the definition for that seat, such as by selling their parcel, they shall resign within 10 days of selling their parcel.
10. Future Neenah, Inc. shall have a representative on the BID Board. Depending on that representative’s status, they may or may not be a voting member per the provisions of Section D. 2. above.

E. Annual Review

This Operating Plan, when adopted, shall be the governing plan for the Plan Year. Approval by the City's Common Council of such Plan shall be conclusive evidence of compliance of such Plan with the BID Law, Section 66.1109 (3) (b).

The BID Law allows the BID to annually present amendments to its Plan. The following process for approval of the amended Plan will be followed.

1. The proposed Operating Plan for the following Plan Year will be drafted by FNI as the administrative arm of the BID with input from the BID and FNI Boards as well as the City, then submitted to the BID Board and the FNI Board for review and input.
2. The Plan may be re-drafted and submitted to the BID Board for approval based on comments by the BID and FNI Boards.
3. The BID Board will review the proposed BID Plan and make a recommendation to the Common Council.
4. The Common Council will act on the proposed BID Operating Plan for the following Plan Year.
5. Mayoral appointment and Council confirmation of new members to the BID Board will be made 30 days prior to the expiration of outgoing Board members terms. It is anticipated that the BID Board will continue to revise and develop the master Operating Plan for later Plan Years, in response to changing development needs and opportunities in the District, within the purpose and objectives defined herein. Included in these changes for later Plan Years will be changes in the BID budget and assessments.

F. Relationship to Plans for the Orderly Development of the City

Under Wisconsin Statutes Section 66.1109 (1)(f)(4), this Operating Plan is required to specify how the creation of a Business Improvement District promotes the orderly development of the City. The District will enhance the cleanliness, safety, development, and marketability of the Downtown, consequently, encouraging commerce in the City. Further, increased business activity in the City will increase sales tax revenues and property tax base. Orderly development of the City is consistent with the City of Neenah's 2040 Comprehensive Plan, 2022 Neenah Next Downtown Plan, the Waterfront Design and Development Master Plan, the 2008 Glatfelter Mill Redevelopment Master Plan, and will promote the orderly development of the City in general and the Downtown in particular.

G. Powers

The BID, and the Board managing the BID, shall have all the powers authorized by law, and by this Plan, and shall have all powers necessary or convenient to implement the Operating Plan, including, but not limited to, the following powers:

1. To manage the affairs of the District.
2. To promote new investment and appreciation in value of existing investments in the District.
3. To contract on behalf of the BID with Future Neenah Incorporated to implement the Operational Plan.
4. To develop, advertise and promote the existing and potential benefits of the District.
5. To acquire, improve, lease and sell properties within the District, and otherwise deal in real estate.
6. To undertake on its own account, public improvements and/or to assist in development, underwriting or guaranteeing public improvements within the District.
7. To apply for, accept, and use grants and gifts for the benefit of the District. This will be accomplished by utilizing FNI's 501 (c) 3 not-for-profit status.
8. To elect officers, hire employees and contract out work as necessary to achieve its goals.
9. To insure the security of the District.
10. To elect Officers to assist in carrying out the day-to-day work authorized by the BID Board, including authorizing the payment of invoices, bills, claims and contracts on behalf of the Board, and to adopt By-Laws governing the conduct of the BID Board, its Officers and the day-to-day operation of the BID Board and Board meetings.

H. Budget

All of the estimated expenditures of the BID are shown on Appendix A, the Budget. All of the expected expenditures will be financed by the collection of BID assessments and with other revenues generated by City participation, gifts, donations, in-kind services, grant applications, etc.

The BID will continue to contract with FNI for staff/administrative/management/implementation services. Funds collected through BID assessments shall be used to pay for this contract in order to implement a full-fledged, successful and sustainable downtown management program. The BID Board and FNI will cooperatively and jointly raise additional funds through public and private sources to cover the remaining funds needed for any other projects not identified herein.

Except as identified herein, all expenditures will be incurred during the Plan Year. Any funds remaining on any line item above may be moved to another budget line item, as determined by the BID Board. Any unused funds remaining at the end of the year shall be deposited into contingency funds or designated for specific uses in the following Plan Year. If any additional funds are received by the BID, whether from gifts, grants, government programs, or other sources, they shall be expended for the purposes identified herein, and in the manner required by the source of such funds, or, if the funds have no restrictions, in the manner determined by the BID Board and in keeping with the objectives of the BID Operating Plan. All physical improvements made with these funds shall be made in the District. The location of other expenditures shall be as determined by the BID Board, but for the benefit of the District.

In 2007, the BID Board created a Capital Reserve Account. Each year, the Board may approve a specific amount of the District's assessment or reserve to be set-aside and deposited in the Account. The Account is for long term capital needs or projects that may require extraordinary funding during a budget year. Also included are segregated funds for snow emergency and sign/public art savings.

III. DISTRICT BOUNDARIES

The District is defined by the current configuration of those tax key parcels, listed in Appendix B, attached hereto and incorporated herein by this reference, reflecting the parcels as they preexisted and/or existed in the City of Neenah's Assessor's records as of November 1, 2022.

The District is generally bounded on the North by the Southern Water Canal, on the East by Oak and Walnut Streets, on the West by Millview Drive and Main Street, and extending South along Commercial Street to Jackson Street. Properties zoned for commercial use by the City of Neenah on both sides of boundary streets are included in the District. The District includes 80 taxable parcels subject to BID assessment. Notwithstanding the above, parcels of property that are not subject to general real estate taxes, and real properties used exclusively for residential purposes shall be excluded from the District by definition, even though they lie within the boundaries shown on Appendix B. Land parcels exempt from general real estate taxes, but which have taxable real estate improvements upon them, may have those improvements assessed.

IV. FINANCING METHOD

The proposed expenditures outlined in the Appendix A, Budget, will be financed with funds collected from the BID assessment. Monies collected from the BID assessment will also be used to contract for services from FNI in accordance with the Contract for Services between the BID and FNI.

V. METHOD OF ASSESSMENT

A. Parcels Assessed

All taxable property used for commercial purposes will be assessed. Properties used exclusively for residential purposes will not be assessed as required by the BID Law. Mixed-use properties containing some residential use will be fully assessed by the District. All real property used exclusively or in part for manufacturing will be assessed at this time. Property exempt from paying real estate taxes or owned by government agencies will not be assessed, as required by BID law.

B. Levy of Assessment

Special assessments under this Operating Plan are hereby levied, through the adoption of this Operating Plan by the City of Neenah against each taxable property within the District, in the amount shown on the assessment schedule, which is attached as Appendix C.

The assessments shown in Appendix C were calculated at the rate of \$2.95 per \$1000 of assessed value, with no parcel assessed more than \$7000.00 and no parcel assessed less than \$750.00. Property values used to calculate the BID assessment represent the assessed value of real property, as certified by the City of Neenah Assessor, as of January 1, 2022.

The principal behind the assessment methodology is that each non-exempt parcel's owner should pay for District development in proportion to the benefits derived. Obviously, not every parcel in the District will benefit equally, nor should each parcel, regardless of size or value, contribute in exact ratio of property value. It is assumed that a minimum and maximum benefit can be achieved for each parcel, thus minimum and maximum BID assessments have been established. The Operating Plan projects that in the future, the annual maximum assessment per tax parcel, if increased, will not be adjusted by more than the prevailing Consumer Price Index for that given period.

C. Schedule of Assessments

Appendix C provides a Schedule of Assessments of all non-exempt and non-taxable parcels within the BID, based on the formula described above.

D. Assessment Collection and Dispersal

The City of Neenah will make available a list of all of the non-exempt parcels assessed amounts which can be paid early, prior to being placed on the tax bill. Any assessments that remain unpaid shall be included as special assessments levied herein as a separate line item on the real estate tax bill for each parcel. The City shall collect such assessment with the taxes as a special assessment and in the same manner as such taxes, and shall turn over all funds so collected to the BID Board for distribution in accordance with the BID Plan.

All BID assessments shall be shown on the real estate tax bill as due and owing in full with the first installment of taxes (January 31), and shall carry the same penalties and interest if not so paid.

The City shall hold funds collected for BID assessments in a segregated account. Any BID assessments collected by the City before or after the Plan Year for which the assessments were made are to be used by the BID Board in the manner as if received during the applicable Plan Year. This provision is intended to govern BID assessments prepaid by December prior to the applicable Plan Year, and/or delinquent and late payments made after the Plan Year.

The BID Board shall prepare and make available to the public and City Council annual reports (app F) describing the current status of the BID, including expenditures and revenues (app A), at the time it submits its amended Plan to the City for the following year. Following the end of the fiscal year, an independent certified audit or review as specified by WI State Statute 66.1102 Sub. (3) (c) shall be obtained by the Board, and will be paid out of the BID Budget.

Disbursement of BID funds shall be made in accordance with the approved BID Operating Plan and Budget. Disbursements for contracted services, such as those provided by Future Neenah, Incorporated, shall be made on a reimbursement basis. Invoices and documentation of services performed shall be submitted to the BID Board for approval of payment or reimbursement.

The presentation of the proposed Plan to the City shall be deemed a standing order of the Board under 66.1109 (4) Wis. Stats. to disburse the BID assessments in the manner provided herein. This section shall be sufficient instruction to the City to disburse the BID assessment, without necessity of an additional disbursement agreement, disbursement method, or accounting method. Other than as specified herein, the disbursement procedures shall follow standard City disbursement policy.

E. Annual Report

The Board will prepare an annual report (app F) as required by sec 66.1109(3)(c) of the WI Statutes. The report will include the required audit or review. The BID will be solely responsible for payment of any funds specified for the BID Audit or Review and related to BID activities for Audit or Review.

VI. CITY ROLE IN DISTRICT OPERATIONS

The City of Neenah is committed to helping owners and occupants in the District promote the objectives outlined in this Operating Plan, while maintaining autonomy in the preparation and adoption of its annual budget. Historically, the City has made significant annual investments in the Central Business District for maintenance, upkeep, and infrastructure. The City will continue providing quality services, capital improvements, funds for maintenance, facade renovation, enhancement of the waterfront, and staff support for economic development. Details are provided in appendix L. In furtherance of its continued commitment, the City shall:

1. Assist with implementation and refinement of the Cooperation Agreement.
2. Encourage the County, State, and Federal Governments to support activities of the District.
3. Actively monitor and when appropriate, apply for outside funds, which could be used in support of the District.
4. Collect assessments and maintain a segregated account.
5. Provide disbursement of BID Funds to service providers in accordance with the BID Operating Plan and Budget.
6. Contract with a firm to conduct the Audit or Review.
7. Provide a cost estimate for said audit no later than October 1 for the following year.
8. Provide a separate monthly financial statement to the BID Board.
9. Review annual audits or reviews as required per 66.1109 (3)of the BID Law.
10. Provide to the BID Board, through the Assessor's Office, no later than November 15th each Plan Year, the official City records on assessed value for each tax key number within the District, as of that date in each Plan Year, for the purposes of calculating the BID assessment.
11. Adopt this Plan in the manner required by the BID Law.
12. Appoint and confirm new BID Board members as required herein.

VII. REQUIRED STATEMENTS

The Business Improvement District Law requires the Plan to include several specific statements.

66.1109 (1) (f) (1m): The District will contain property used exclusively for manufacturing purpose, as well as properties used in part for manufacturing. These properties will be assessed according to the formula contained herein because it is assumed that they will benefit from development in the District.

66.1109 (5) (a): Property known to be used exclusively for residential purposes will not be assessed under the initial and future years Operating Plan.

66.1109 (1) (f) 5: A legal opinion from Neenah City Attorney, indicating that the Operating Plan complies with all applicable provisions of Section 66.1109(1)(f)(1-4), is attached as Appendix D.

VIII. RELATIONSHIP

A. Future Neenah, Incorporated

The BID shall be a separate entity from Future Neenah Incorporated (FNI), notwithstanding the fact that officers and directors may be

in part shared. FNI shall remain a private not-for-profit organization. Any contracting with FNI to provide services to BID shall be exempt from the requirements of 62.15, Stats, because such contracts shall not be for the construction of improvements or provision of materials. If the BID does contract for the construction of improvements or provisions of material, it shall follow the requirements of such statutes to the extent applicable to assure open, competitive procurement of contracts and purchases. Further, the annual accounting required under section 66.1109 (3)(c), Stats, shall be deemed to fulfill the requirements under 62.15 (14) Stats. Ownership of assets of Future Neenah, Incorporated shall remain solely with Future Neenah, Incorporated.

B. Binding Clause

The adoption of this Operating Plan is subject to the BID Board renewal of the contract for services with Future Neenah, Incorporated to carry out this Operating Plan; and if said contract is not renewed, then this Plan shall be null and void.

IX. SEVERABILITY AND EXPANSION

The Business Improvement District has been created under authority of Section 66.1109 of the Statutes of the State of Wisconsin.

Should any court find any portion of the BID Law or this Plan invalid or unconstitutional, said decision will not invalidate or terminate the Business Improvement District, and this Operating Plan will be amended to conform to the law without need of re-establishment.

Should any Legislature amend the statute to narrow or broaden the purposes of a Business Improvement District so as to, among other things, exclude or include as assessable properties a certain class or classes of properties, then this BID Plan may be amended by the Common Council of the City of Neenah as part of, and when it conducts its annual budget approval, and without necessity to undertake any other act.

All of the above is specifically authorized under Section 66.1109 (3) (b) of the BID Law.

If it is determined by a court or administrative body that a parcel(s) of property not subject to general real estate taxes may not be included within the District, then such parcel(s) shall be excluded from the definition of the District.

All appendices are hereby incorporated by reference.

A. Measures of Success

The success of the BID is ultimately determined by the level of satisfaction of those who create it and who control the life of the BID. This measure of success is anecdotal and is indicated by efforts or lack thereof to dissolve the BID.

Other anecdotal information useful in understanding the success of the BID would measure the level of customer satisfaction with the goods and services provided in Downtown Neenah. This information can be attained through various surveys and questionnaires.

Efforts to track sales are burdensome because independent retail and hospitality providers are often unwilling to provide such information.

In addition to the anecdotal evidence suggested above, the following measures will be established and evaluated as quantifiable measures of success:

1. Vision 2040

The downtown element of the City of Neenah’s 2040 Comprehensive Plan contains action steps for both public and private sectors. Many of these actions are identified in this Operating Plan. The accomplishment of these objectives shall indicate one measure of success for the BID.

In addition to the City of Neenah’s Comprehensive Plan, other planning tools offer benchmarks of success. The achievement of goals from the 2022 Neenah Next Downtown Plan, the 2013 Downtown Market and Branding Analysis, the Waterfront Master Plan, the 2008 Glatfelter Mill Redevelopment Master Plan, and the 2014 Parking Study could serve a function in the evaluation of the BID implementation plan. The BID shall partner with community development toward the development of a Downtown plan in 2022.

2. Commercial Facilitation

One measure that can easily be quantified is the number of businesses, both existing and new, that receive help, either financial or advocacy services, by the BID. (See Appendix F, 2022 Annual Report for commercial facilitation success in the past year.)

3. Commercial Valuations

One measure of success is related to the growth in value of private property in Downtown Neenah. Quantifiable valuation measures are calculated annually to measure success over time. (See Appendix C)

4. Occupancy Rates and Business Inventory

In addition to City of Neenah statistics, private sources offer insight as to the success of the BID. For these measures, 2002 data will serve as baseline.

APPENDIX A

CENTRAL CITY MANAGEMENT BUSINESS IMPROVEMENT DISTRICT PROPOSED 2023 BUDGET

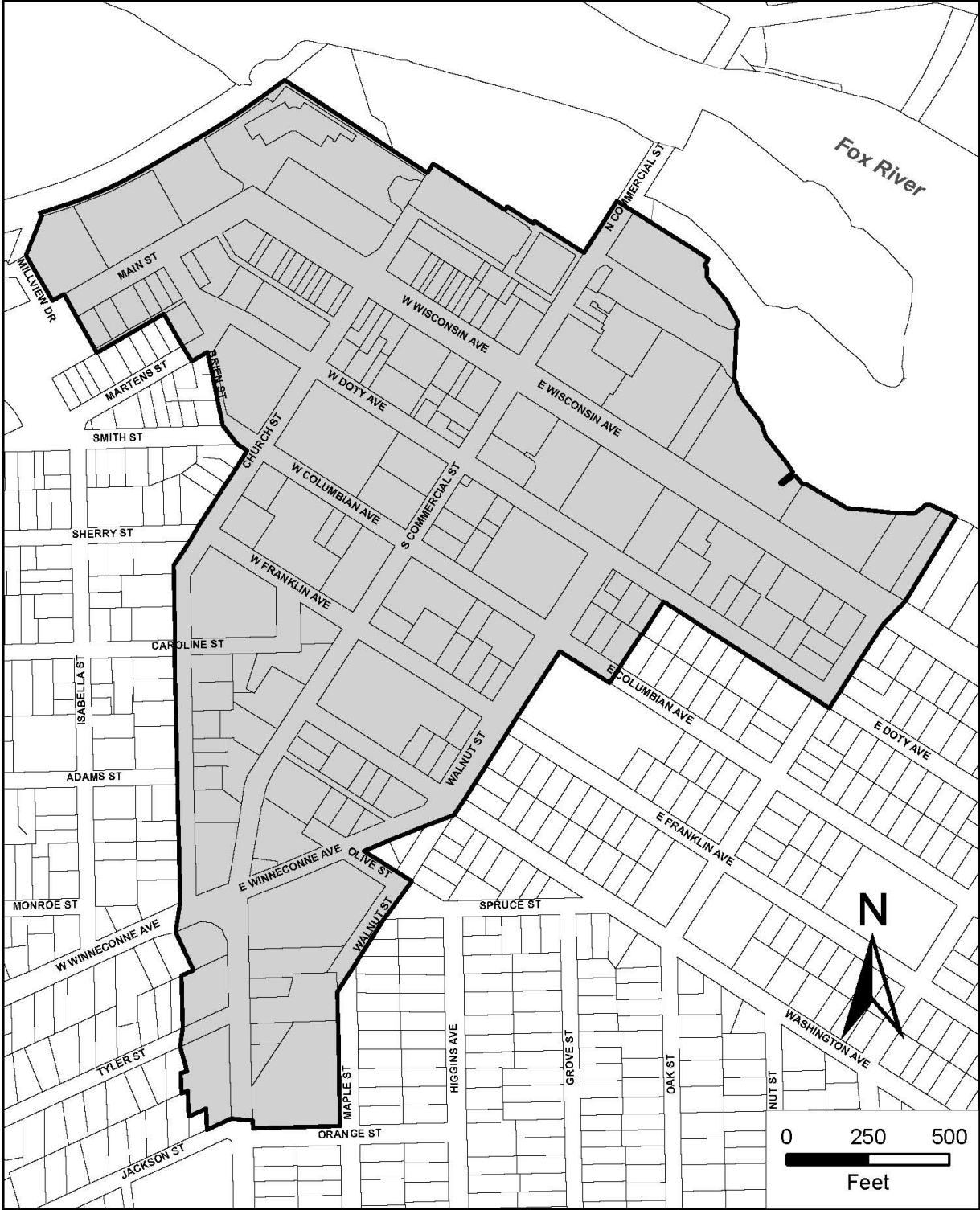
CENTRAL CITY BUSINESS IMPROVEMENT DISTRICT			
2023 Budget Worksheet			
	ESTIMATED		
	YTD Total	2022	2023
	2022	BUDGET	BUDGET
Beginning Balance	\$ 18,387.40	\$ 18,528.44	\$ 17,145.40
INCOME			
BID assessment	\$ 143,534.00	\$ 143,731.00	\$ 144,797.00
Total Income	\$ 161,921.40	\$ 162,259.44	\$ 161,942.40
CENTRALIZED MANAGEMENT			
	65,116.00	64,716.00	66,846.00
PUBLIC RELATIONS	25,756.00	29,740.00	28,310.00
RETENTION and RECRUITMENT	20,299.00	29,000.00	25,000.00
MAINTENANCE	33,605.00	38,800.00	36,340.00
TRANSFER TO SAVINGS		-	5,000.00
Total Expenses	\$ 144,776.00	\$ 162,256.00	\$ 161,496.00
Remaining Funds Available	\$ 17,145.40	\$ 3.44	\$ 446.40
CENTRALIZED MANAGEMENT			
Auto Allowance	100.00	125.00	100.00
Postage	45.00	45.00	50.00
Conferences and Meetings	550.00	450.00	525.00
Auditing	3,700.00	3,700.00	2,950.00
Banking Fees	96.00	96.00	96.00
Professional	60,000.00	60,000.00	62,500.00
Office Supplies	625.00	300.00	625.00
Total - Centralized Management	65,116.00	64,716.00	66,846.00
PUBLIC RELATIONS			
Outside Printing	640.00	1,100.00	1,000.00
Advertising & Publications	3,674.00	3,000.00	3,750.00
Promotional Activites and Events	6,221.00	7,800.00	7,300.00
Outside Services	529.00	2,550.00	600.00
Secret Shopper	30.00	90.00	60.00
Gift Certificates	14,587.00	15,000.00	15,500.00
Brand Implementation	75.00	200.00	100.00
Total Public Relations	\$ 25,756.00	\$ 29,740.00	\$ 28,310.00

APPENDIX A

CENTRAL CITY MANAGEMENT BUSINESS IMPROVEMENT DISTRICT PROPOSED 2023 BUDGET

RETENTION and RECRUITMENT			
Misc. Expenditures	5,025.00	6,000.00	1,000.00
Awning / Sign / Sandw Bd Grant	2,585.00	2,500.00	5,000.00
Recruitment Tools	1,000.00	2,500.00	1,500.00
Retention Grant Program	11,233.00	12,500.00	15,000.00
Placemaking Grant Program	456.00	5,500.00	2,500.00
Total Retention and Recruitment	\$ 20,299.00	\$ 29,000.00	\$ 25,000.00
MAINTENANCE			
Banners	1,998.00	2,800.00	2,750.00
Snow Removal	513.00	3,000.00	2,500.00
Recycling	10,975.00	9,600.00	9,600.00
Tree Lights & Holiday Décor	425.00	400.00	750.00
All Other Supplies	615.00	500.00	650.00
Storage Rental	864.00	720.00	840.00
Flower	12,905.00	14,500.00	14,250.00
Fixtures & Facilities	5,310.00	7,280.00	5,000.00
Total Maintenance Task Force	\$ 33,605.00	\$ 38,800.00	\$ 36,340.00
Transfer to Savings		\$ -	\$ 5,000.00
Total Expenses	\$ 144,776.00	\$ 162,256.00	\$ 161,496.00
Capital Reserve Fund	26,473.15	\$ 14,473.15	\$ 19,473.15
Interest Earnings	12.72	30.00	13.82
Savings - Signage	13,078.75	13,004.45	13,078.75
Maintenance Savings *	3,200.00	3,200.00	3,200.00
Reserve Fund Balance	\$ 42,764.62	\$ 30,707.60	\$ 35,765.72

APPENDIX B
MAP OF DISTRICT BOUNDARIES
CENTRAL CITY BUSINESS IMPROVEMENT DISTRICT



APPENDIX C
Schedule of Assessments

Tax Key No.	Address	Owner	Type	Asm. Value	B.ID. Tax Amount
02-0066-00-00	533 S. COMMERCIAL ST	GALLOWAY COMPANY	C	305,000	899.75
02-0087-00-00	521 S. COMMERCIAL ST	GB MINIMART LLC, A WISCONSIN L	C	334,500	986.78
02-0090-00-00	501 S. COMMERCIAL ST	KT REAL ESTATE HOLDINGS LLC	C	352,500	1,039.88
08-0016-01-00	500 S. COMMERCIAL ST	OAK STREET INVESTMENT GRADE NE	C	1,500,000	4,425.00
08-0019-00-00	512 S. COMMERCIAL ST	BRIGHT STAR PROPERTIES LLC	C	129,000	750.00
08-0022-00-00	526 S. COMMERCIAL ST	COMMUNITY CR. UNION WINNEBAGO	C	600,000	1,770.00
08-0027-00-00	600 S. COMMERCIAL ST	COMMERCIAL STREET PROPERTY LLC	C	1,200,000	3,540.00
10-0033-00-00	251 E. WISCONSIN AVE	GORDON E. STILLINGS	C	276,000	814.20
10-0034-00-00	247 E. WISCONSIN AVE	NEENAH DOWNTOWN REDEVELOPMENT	C	70,000	750.00
10-0035-00-00	241 E. WISCONSIN AVE	KANE LODGE #61	X		
10-0036-00-00	231 E. WISCONSIN AVE	CITY OF NEENAH	X		
10-0037-00-00	219 E. WISCONSIN AVE	NICOLET NATIONAL BANK	C	660,000	1,947.00
10-0039-00-00	211 E. WISCONSIN AVE	MIX RESTAURANT LLC	C	220,000	750.00
10-0040-00-00	205 E. WISCONSIN AVE	RIVERWALK HOSPITALITY LLC	C	183,500	750.00
10-0054-00-00	244 E. DOTY AVE	NEENAH DOWNTOWN REDEVELOPMENT	C	43,500	750.00
10-0058-00-00	123 E. WISCONSIN AVE	RIVERWALK HOSPITALITY LLC	C	3,561,500	7,000.00
10-0065-00-00	111 E. WISCONSIN AVE	INVESTMENT CREATIONS, LLC, A W	C	700,000	2,065.00
10-0067-00-00	101 E. WISCONSIN AVE	INVESTMENT CREATIONS, LLC, A W	C	200,000	750.00
10-0069-00-00	116 S. COMMERCIAL ST	INVESTMENT CREATIONS, LLC	C	744,500	2,196.28
10-0076-00-00	100 W. WISCONSIN AVE	ASSOCIATED BANK NA	C	2,455,000	7,000.00
10-0079-00-00	108 W. WISCONSIN AVE	MIX RESTAURANT LLC	C	296,000	873.20
10-0081-00-00	110 W. WISCONSIN AVE	OLD NEENAH, LLC	C	354,500	1,045.78
10-0084-00-00	124 W. WISCONSIN AVE	NEENAH MARKETPLACE LLC	C	650,000	1,917.50
10-0084-04-00	116 W. WISCONSIN AVE	HISTORIC NEENAH PROPERTIES, LL	C	346,500	1,022.18
10-0087-00-00	126 W. WISCONSIN AVE	HISTORIC NEENAH PROPERTIES, LL	C	449,000	1,324.55
10-0089-00-00	130 W. WISCONSIN AVE	INVESTMENT CREATIONS, LLC	C	230,000	750.00
10-0090-00-00	132 W. WISCONSIN AVE	BLACK & TAN HOLDINGS LLC	C	325,500	960.23
10-0090-01-00	134 W. WISCONSIN AVE	GREENERICHTER, LLC	C	472,500	1,393.88
10-0092-00-00	120 S. CHURCH ST	CITY OF NEENAH	X		
10-0094-00-00	129 W. DOTY AVE	CITY OF NEENAH	X		
10-0095-00-00	127 W. DOTY AVE	CITY OF NEENAH	X		
10-0096-00-00	119 W. DOTY AVE	CITY OF NEENAH	X		
10-0098-00-00	117 W. DOTY AVE	WISCONSIN TELEPHONE	X		
10-0100-00-00	117 S. COMMERCIAL ST	WISCONSIN TELEPHONE	X		
10-0101-00-00	108 W. DOTY AVE	FIRST UNITED METHODIST CHURCH	X		
10-0102-00-00	200 S. CHURCH ST	FIRST PRESBYTERIAN CHURCH	X		
10-0105-00-00	109 W. COLUMBIAN AVE	BOYS BRIGADE ASSOC	X		
10-0107-00-00	211 WALNUT ST	CITY OF NEENAH	X		
10-0112-00-00	115 E. DOTY AVE	CITY OF NEENAH	X		
10-0113-00-00	109 E. DOTY AVE	FIRST NAT'L BANK NEENAH	C	261,000	769.95
10-0113-01-00	206 S. COMMERCIAL ST	INVESTMENT CREATIONS, LLC	C	65,000	750.00
10-0113-02-00	220 S. COMMERCIAL ST	JAZ OF THE FOX VALLEY LLC	C	183,500	750.00
10-0113-03-00	210 S. COMMERCIAL ST	JAZ OF THE FOX VALLEY LLC	C	114,000	750.00
10-0114-00-00	200 S. COMMERCIAL ST	CITY OF NEENAH	X		
10-0117-00-00	112 E. COLUMBIAN AVE	CITY OF NEENAH	X		

Tax Key No.	Address	Owner	Type	Asm. Value	B.ID. Tax Amount
10-0131-00-00	213 E. DOTY AVE	CITY OF NEENAH	X		
10-0132-00-00	207 E. DOTY AVE	CITY OF NEENAH	X		
10-0133-00-00	205 E. DOTY AVE	CITY OF NEENAH	X		
10-0134-00-00	216 WALNUT ST	CITY OF NEENAH	X		
10-0135-00-00	214 WALNUT ST	CITY OF NEENAH	X		
10-0136-00-00	206 E. COLUMBIAN AVE	CITY OF NEENAH	X		
10-0137-00-00	210 E. COLUMBIAN AVE	CITY OF NEENAH	X		
10-0340-00-00	125 N. COMMERCIAL ST	NEENAH DOWNTOWN REDEVELOPMENT	C	143,000	750.00
10-0343-00-00	N. COMMERCIAL ST	COMMUNITY DEVELOPMENT AUTHORIT	X		
10-0346-01-00	2 NEENAH CTR	NEENAH DOWNTOWN REDEVELOPMENT	C	3,457,000	7,000.00
10-0350-00-00	3 NEENAH CTR	NEENAH DWNTWN RDV CORP-3 CNTR	C	3,700,000	7,000.00
10-0360-01-00	1 NEENAH CTR	NEENAH DWNTWN RDV CORP-1 CNTR	C	3,900,000	7,000.00
10-0360-02-00	200 E. WISCONSIN AVE	CITY OF NEENAH	X		
10-0363-00-00	210 E. WISCONSIN AVE	CITY OF NEENAH	X		
10-0364-00-00	240 E. WISCONSIN AVE	NEENAH-LIBRARY	X		
10-0365-00-00	250 E. WISCONSIN AVE	CITY OF NEENAH	X		
10-0366-00-00	E. WISCONSIN AVE	CITY OF NEENAH	X		
10-0378-00-00	135 N. CHURCH ST	COMMUNITY DEVELOPMENT AUTHORIT	X		
10-0378-01-00	120 N. COMMERCIAL ST	ALTA RESOURCES CORP	C	15,644,500	7,000.00
10-0379-00-00	122 N. COMMERCIAL ST	COMMUNITY DEVELOPMENT AUTHORIT	X		
10-0384-00-00	112 N. COMMERCIAL ST	ALTA REALTY, LLC	C	50,500	750.00
10-0390-00-00	101 W. WISCONSIN AVE	ALTA REALTY, LLC	C	574,500	1,694.78
10-0392-00-00	109 W. WISCONSIN AVE	KNOX HOLDINGS, LLC	C	589,500	1,739.03
10-0393-01-00	110 CANAL ST	CITY OF NEENAH	X		
10-0394-00-00	113 W. WISCONSIN AVE	DCF INVESTMENTS, LLC	C	264,000	778.80
10-0394-01-00	116 CANAL ST	CITY OF NEENAH	X		
10-0395-00-00	119 W. WISCONSIN AVE	RAMOS ENTERPRISES LLC	C	420,000	1,239.00
10-0396-00-00	120 CANAL ST	CITY OF NEENAH	X		
10-0397-00-00	121 W. WISCONSIN AVE	WISC. AVE. PROPERTIES, LLC	C	267,000	787.65
10-0398-00-00	123 W. WISCONSIN AVE	WISC. AVE. PROPERTIES, LLC	C	257,500	759.63
10-0399-00-00	125 W. WISCONSIN AVE	IRA RESOURCES FBO ROBERT S. WE	C	230,000	750.00
10-0400-00-00	127 W. WISCONSIN AVE	OLD NEENAH, LLC	C	161,000	750.00
10-0401-00-00	129 W. WISCONSIN AVE	INVESTMENT CREATIONS, LLC	C	300,500	886.48
10-0402-00-00	133 W. WISCONSIN AVE	AJP PROPERTIES LLC	C	157,500	750.00
10-0403-00-00	135 W. WISCONSIN AVE	FUTURE NEENAH DEV CORP	X		
10-0404-00-00	145 W. WISCONSIN AVE	HISTORIC NEENAH PROPERTIES, LL	C	813,500	2,399.83
10-0416-00-00	109 N. CHURCH ST	CITY OF NEENAH	X		
10-0438-00-00	120 MAIN ST	NEENAH DOWNTOWN REDEVELOPMENT	C	13,436,500	7,000.00
10-0442-00-00	200 MAIN ST	WOLFGANG INVESTMENTS LLC	C	140,000	750.00
10-0443-00-00	206 MAIN ST	STEVEN ERATO V	C	129,500	750.00
10-0444-00-00	208 MAIN ST	COMMUNITY DEVELOPMENT AUTHORIT	X		
10-0445-00-00	210 MAIN ST	PAULA J. PITSCHE	C	176,500	750.00
10-0464-00-00	300 W. DOTY AVE	JAMES W. MARTIN	C	121,000	750.00
10-0466-00-00	200 W. WISCONSIN AVE	INVESTMENT CREATIONS, LLC	C	234,500	750.00
10-0467-00-00	202 W. WISCONSIN AVE	WILLIAM J. CASPER	C	276,500	815.68

APPENDIX D
LEGAL OPINION
(City Atty)

APPENDIX E

Wisconsin State BID Statute

66.1109 Business improvement districts.

(1) In this section:

(a) "Board" means a business improvement district board appointed under sub. (3) (a).

(b) "Business improvement district" means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.

(c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.

(d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.

(e) "Municipality" means a city, village or town.

(f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:

1. The special assessment method applicable to the business improvement district.

1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.

2. The kind, number and location of all proposed expenditures within the business improvement district.

3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.

4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.

5. A legal opinion that subs. 1. to 4. have been complied with.

(g) "Planning commission" means a plan commission under s. 62.23, or if none a board of public land commissioners, or if none a planning committee of the local legislative body.

(2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under par. (b) has petitioned the municipality for creation of a business improvement district.

(b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.

(c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.

(d) Within 30 days after the hearing under par. (c), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40 percent of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.

(e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.

(2m) A municipality may annex territory to an existing business improvement district if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the territory proposed to be annexed has petitioned the municipality for annexation.

(b) The planning commission has approved the annexation.

(c) At least 30 days before annexation of the territory, the planning commission has held a public hearing on the proposed annexation. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of a detail map showing the boundaries of the territory proposed to be annexed to the business improvement district shall be sent by certified mail to all owners of real property within the territory proposed to be annexed. The notice shall state the boundaries of the territory proposed to be annexed.

(d) Within 30 days after the hearing under par. (c), the owners of property in the territory to be annexed that would be assessed under the operating plan having a valuation equal to more than 40 percent of the valuation of all property in the territory to be annexed that would be assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property in the territory to be annexed that would be assessed under the operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property in the territory to be annexed that would be assessed under the operating plan, have not filed a petition with the planning commission protesting the annexation.

(3)

(a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.

(b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.

(c) The board shall prepare and make available to the public annual reports describing the current status of the business

improvement district, including expenditures and revenues.
The report shall include one of the following:

1. If the cash balance in the segregated account described under sub. (4) equaled or exceeded \$300,000 at any time during the period covered by the report, the municipality shall obtain an independent certified audit of the implementation of the operating plan.
 2. If the cash balance in the segregated account described under sub. (4) was less than \$300,000 at all times during the period covered by the report, the municipality shall obtain a reviewed financial statement for the most recently completed fiscal year. The statement shall be prepared in accordance with generally accepted accounting principles and include a review of the financial statement by an independent certified public accountant.
- (cg) For calendar years beginning after December 31, 2018, the dollar amount at which a municipality is required to obtain an independent certified audit under par. (c) 1. and the dollar amount at which a municipality is required to obtain a reviewed financial statement under par. (c) 2. shall be increased each year by a percentage equal to the percentage change between the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August of the previous year and the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August 2017, as determined by the federal department of labor. Each amount that is revised under this paragraph shall be rounded to the nearest multiple of \$10 if the revised amount is not a multiple of \$10 or, if the revised amount is a multiple of \$5, such an amount shall be increased to the next higher multiple of \$10.
- (cr) The municipality shall obtain an additional independent certified audit of the implementation of the operating plan upon termination of the business improvement district.
- (d) Either the board or the municipality, as specified in the operating plan as adopted, or amended and approved under this section, has all powers necessary or convenient to implement the operating plan, including the power to contract.
- (4) All special assessments received from a business improvement district and all other appropriations by the municipality or other moneys received for the benefit of the business improvement district shall be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the costs of audits and reviewed financial statements required under sub. (3) (c), or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.
- (4g) A municipality may convert a business improvement district under this section into a neighborhood improvement district under s. 66.1110 if an owner of real property that is subject to general real estate taxes, that is used exclusively for residential purposes, and that is located in the business improvement district petitions the municipality for the conversion. If the municipality approves the petition, the board shall consider and may make changes to the operating plan under s. 66.1110 (4) (b).
- (4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the

operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:

- (a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.
 - (b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under par. (c) and unless the business improvement district is not terminated under par. (e).
 - (c) Within 30 days after the filing of a petition under this subsection, the planning commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the operating plan and a copy of a detail map showing the boundaries of the business improvement district shall be sent by certified mail to all owners of real property within the business improvement district. The notice shall state the boundaries of the business improvement district and shall indicate that copies of the operating plan are available from the planning commission on request.
 - (d) Within 30 days after the date of hearing under par. (c), every owner of property assessed under the operating plan may send written notice to the planning commission indicating, if the owner signed a petition under this subsection, that the owner retracts the owner's request to terminate the business improvement district, or, if the owner did not sign the petition, that the owner requests termination of the business improvement district.
 - (e) If after the expiration of 30 days after the date of hearing under par. (c), by petition under this subsection or subsequent notification under par. (d), and after subtracting any retractions under par. (d), the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, have requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.
- (5)
- (a) Real property used exclusively for residential purposes and real property that is exempted from general property taxes under s. 70.11 may not be specially assessed for purposes of this section.
 - (b) A municipality may terminate a business improvement district at any time.
 - (c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.
 - (d) If real property that is specially assessed as authorized under this section is of mixed use such that part of the real property is exempted from general property taxes under s. 70.11 or is residential, or both, and part of the real property is taxable, the municipality may specially assess as authorized under this section only the percentage of the real property that is not tax-exempt or residential. This paragraph applies only to a 1st class city.

APPENDIX F

2022 ANNUAL REPORT

The Neenah Central City Business Improvement District (BID) has successfully completed 21 full years of operation. We are pleased to report that as we review the accomplishments of this past year, many challenges and opportunities were addressed, and new partnerships were formed. Significant progress was made toward attaining the four goals and objectives of the BID, while also ensuring the long-term sustainability of the Neenah City Central Business Improvement District.

Served the Downtown as the central administrative hub:

- Continued implementation of a multi-party Cooperative Agreement between the BID, FNI and the City of Neenah to address volunteer and staffing solutions for maintenance and programming in the district. (Next meeting '23.) Most recent partner meeting was held Oct 12, 2021.
- Hosted BID annual meeting with a walk-in format including info sharing and continental breakfast at Future Neenah office – Spring 2022.
- Staff attended the WDAC (Wisconsin Downtown Action Council) annual conference in May 2022.
- Work cooperatively and meet with BID representatives from surrounding communities.
- Continued investment in the Downtown community of over \$143,731.
- Future Neenah awarded Leeann Wasinger with The Tailored Hide and The Gift Gallery the 2021 Downtown Business of the Year.
- Conducted a full audit of the BID's 2021 financials.
- Continued distribution of email blasts and newsletters to district businesses.
- Future Neenah continued its 39-year history of supporting the Downtown and BID through administrative support.

Sustained the competitiveness of Downtown through an ongoing program of marketing:

Enhanced the availability of BID information on the web:

- Media Management: Instagram account for Downtown Neenah. #downtownneenah (1,852 followers on Nov. 1 * a 9% increase over 2021)
- From 1/1/22 to 11/1/22, the FNI website had 45,474 sessions and 84,291 page views. The top requested BID pages were in order from most popular: Business List, Downtown, Ladies Day, Dining/Entertainment, Available Properties.
- Utilized Future Neenah's 'MailChimp' email blast program (1,411 subscribers) to promote Downtown events and activities such as the Ladies Day, Warm Your Heart, Summer Madness Sale and Gift Certificate Sales.
- Utilized Facebook to implement a Small Business Saturday promotion the week prior to Nov. 26. Also paid to 'boost' exposure of posts.

Events:

- Hosted 8th Warm Your Heart event on Feb. 12 to drive traffic in the district during the shoulder season with 276 in attendance.
- Hosted 17th Annual Ultimate Ladies Day with 252 in attendance.
- Future Neenah Farm Market sponsor. To effectively translate market traffic (19,000 attendees) to district shoppers, we used a gift certificate sale opening day of the market (see stats below).
- Sponsored Ice Sculpture Garden at Future Neenah's A Very Neenah December Event. Businesses participated with a window display. NEW for 2022, the BID alley between Town Council and Future Neenah was decorated for the holiday.
- Hosted a second annual Spring Fling event May 7 with Gift Certificate & Candle Gift (64 given away) plus Mother's Day brunch prize drawings. NEW for 2022: Businesses, organization and individuals adopted 35 tree beds to decorate.
- Hosted preholiday "Let's Go Downtown" shopping event with over 200+ in attendance on November 10.
- Hosted second Spring 'N' Scavenger Hunt in the district April 1-14, 2022. 8 winners received Dairy Queen cake prizes.
- Hosted the 9th annual Summer Madness Sale, *Great Places, Great Prices, Great Fun*, on August 4-6 (3 days).
- 15 Businesses participated in Future Neenah's second annual Wine Walk Event on October 1. There were over 300 paid attendees. Attendees received \$5 in cork cash (gift certificates) as an incentive to make downtown purchases.
- Restaurant Promotion: Downtown restaurants participated in the city-wide "Dine Out Neenah" February 18-28.
- Hosted a successful 6th annual Downtown Neenah Employee Appreciation Day on June 30.
- Fifth annual luminary pop-up event with a cookie crawl on December 15, 2022. 300 cookie passports.
- Future Neenah hosted 2 summer street dances with bands on Wisconsin Avenue.
- Did a Solaris new resident welcome night at an evening concert in Shattuck Park.

Community & Business Partnerships:

- City's year one pilot of BIRD Scooters. 10,000 Rides and 30,000 Miles.
- Bus stop relocation.
- Parking ramp informational signage on the side of Keller Plaza facing west.
- Participated in an E bike exploratory meeting with Fox Valley community reps.

Market analysis and branding study. Year 9 of implementation:

- Purchased additional personalized branded open/closed signs, window clings and note cards as needed/requested.

APPENDIX F
2022 ANNUAL REPORT
Continued...

Destination Advertising/Marketing:

- Partnered with the Convention & Visitors Bureau:
 - One-page co-op ad in the upcoming 2023 Convention & Visitors Bureau Guide with participating businesses and Downtown Neenah editorial copy featuring our brand/logo.
 - Kiosk display at Fox River Mall during the month of April.
 - Staff participated in Bureau's Destination Master Plan process.
- Quarter page ad in the quarterly Future Neenah Magazine (circulation 6,000 & online).
- Supported the Navigate Neenah-Menasha project whenever possible. The Navigate Loop the Little Lake Trestle project brings trail users directly into our Downtown. Future Neenah hosted a Log Your Loops challenge for the four-year anniversary of the trestle loop to encourage traffic and awareness of the recreational trail. 978 people registered to Log their Loops and 301 completed 50+ loops.
- Reprinted Downtown directory brochure.
- Worked with district photographer Adam Shea to update downtown photo inventory.

2022 Gift Certificate Program:

Sales Promotion Results:

- January 22 sale to boost post-holiday shoulder season sale at Downtown Businesses. 89 Sold. District impact of \$4,450+
- June 11: 116 Sold. District impact of \$5,800+

Rewards Promotion Results:

- May 7 Spring Fling Rewards: 109 customers redeemed over \$7,433 in receipts. 23 businesses were represented.
- September 10 Ladies Day Rewards: 199 customers redeemed over \$18,523 in receipts. 20 businesses were represented.
- November 4 & 5: 529 rewards distributed with sales receipts totaling \$40,333+. 30 businesses were represented. Distributed popular holiday happenings flier with BID business open houses/events to rewards customers.

Overall Program:

Through October 31, 2022: Certificates valued at \$49,294 were issued.

Examined & pursued opportunities for business assistance, retention & recruitment:

- Worked in conjunction with the City of Neenah Dept of Community Development toward an updated Downtown Plan with RDG.
- Toured and connected business prospects looking to relocate to the BID.
- Because the aesthetics of the district are so important to our image, in 2022 the district continued the \$500 sign / awning grant to repair, replace or remove business signs or awnings that were in disrepair and the \$100 sandwich board sign grant. As of November 7, 2022, five grants were issued or pending (3 sign & 1 awning & 1 sandwich board) with 2 potentials yet to possibly apply. Continued the placemaking grant to create attractive destinations (up to \$500 on a 1to1). No '22 apps to date.
- 11 new businesses were recruited to the district. 5 business closed. 1 relocated within and 3 relocated out of the district or changed their business model. 1 announced a '23 opening.
- Promoted Retention & Recruitment Grant Program. See Appendix F. 3 applications granted in 2022.
- Downtown Neenah 'Snapshot' on the City's website.
- Promoted the façade improvement grant program and assisted businesses with the application process. Since program inception, 39 grant applications have been received. \$211,660 has been granted toward projects valued at \$471,955. Currently 2 projects are pending. See Appendix K. *(Need updated info from Carol Kasimor.)*
- Construction in process or complete on 3 district developments:
 - 1 residential (Solaris) opened 2/1/22
 - 1 mixed use (201 W WI) under construction
 - 1 public amenity (The Plaza) first full season completed.

Analyzed, improved and responded to maintenance issues:

- Banners. Ordered 30x60 Black City Scape banners to augment existing inventory. Ordered additional bracketing systems.
- Maintained alley lighting for safety.
- Worked with Shattuck and St Mary students for volunteer clean up days.
- Worked with Fibre to collect recyclable bags at Farmers Market.
- Executed a single year contract to professionally plant and maintain flowers in hanging lamp post planters.

APPENDIX F
2022 ANNUAL REPORT
Continued...

- Researched most effective snow removal practices. Updated the snow removal map and routes. Renewed contract with service for snows in excess of 2".
- Annual walking inspection tour of the district. Included the entire board of directors for first time.
- Worked with the City of Neenah to maintain seasonal décor such as white tree lighting on Wisconsin Avenue, red tree lighting in Gateway Park and lamp post garland.
- Fall – added hay bales, pumpkins and fall décor to lamp posts at bump outs.
- Contracted with Sparkle Wash for power washing of Church Street, 2 dumpster corrals and all automated trash cans.
- Work with city to replace tree lighting every other year. 2022 was not a full replacement year.
- Worked with City toward getting WIFI and cameras & promoting to public and businesses. NeenahFi.

Downtown Refuse & Recycling:

- Contracted for recycling services with Orion for a single year contract to 12/31/22. Rebid with other companies to get competitive quotes.
- Removed 4,368 yards of recycling from 3 common use refuse stations.
- Proactive corral monitoring and maintenance by staff Cannon. BID added informational magnetic signs to dumpsters. City added signs to corral doors.

Retention & Recruitment Grant Program Results:

Project #	Year	Property Owner	Business Name	Address	Grant Approved	Grant Awarded	Total Project Value	Status
1	2005	Cy & Vong Thounsavath	Art Affair	108 W. WI Ave.	\$5,000.00	\$5,000.00	\$25,000.00	complete
2	2005	James Busch	The Saint James	211 E. WI Ave.	\$5,000.00	\$5,000.00	\$250,000.00	complete
3	2005	Kyle & Debbie Rasmus	Cannova's	113 W. WI Ave.	\$5,000.00	\$5,000.00	\$40,000.00	complete
4	2007	Lester Fink	Mom & Pop Place	119 W. WI Ave.	\$5,000.00	\$5,000.00	\$45,000.00	complete
5	2007	Lester Fink	Mom & Pop Place	117 W. WI Ave.	\$5,000.00	\$4,076.69	\$15,000.00	complete
6	2008	Umer Sheikh	Investment Creations	107 Church Street	\$5,000.00	\$5,000.00	\$85,000.00	complete
7	2008	Jim & Sheila Hackstock	Appearances	206 S. Commercial	\$1,000.00	\$1,287.88	\$4,000.00	complete
8	2009	Cy & Vong Thounsavath	uncorked	108 W. WI Ave.	\$5,000.00	\$5,000.00	\$31,660.00	complete
9	2009	Ron Phillips	Vintage	131 W. WI Ave.	\$2,042.00	\$2,042.00	\$4,084.00	complete
10	2009	Ron Phillips	Lucy's Closet	129 W. WI Ave.	\$5,000.00	\$5,000.00	\$11,236.10	complete
11	2009	Jim Fletcher	Five Generations	134 W. WI Ave.	\$5,000.00	\$5,000.00	\$16,000.00	complete
12	2009	Ron Phillips	Vintage	131 W. WI Ave.	\$2,571.54	\$2,571.54	\$5,143.08	complete
13	2009	Amy Marrazzo	Red Radish	447 S. Commercial	\$5,000.00	\$5,000.00	\$12,469.00	complete
14	2010	Sherry Haskett	Cheveux	206 W. WI Ave.	\$2,487.50	\$2,487.50	\$4,975.00	complete
15	2010	Umer Sheikh	Investment Creations	130 W. WI Ave.	\$5,000.00	\$5,000.00	\$23,968.00	complete
16	2010	Sherry Haskett	Cheveux	206 W. WI Ave.	\$950.00	\$950.00	\$2,135.00	complete
17	2010	John Skyrms	Historic Neenah Prop	128 W. WI Ave.	\$5,000.00	\$5,000.00	\$15,900.00	complete
18	2011	John Skyrms	Historic Neenah Prop	145 W. WI Ave.	\$5,000.00	\$5,000.00	\$21,235.05	complete
19	2012	Kyle & Debbie Rasmus	Cannova's	113 W. WI Ave.	\$4,317.00	\$3,596.33	\$10,789.00	complete
20	2012	TaylorGreene, LLC	Greene's Pour House	134 W. WI Ave.	\$5,000.00	\$5,000.00	\$17,595.00	complete
21	2012	Umer Sheikh	Investment Creations	124 W. WI Ave.	\$5,000.00	\$5,000.00	\$27,694.50	complete
22	2012	John Powell	Holt's Jewelry	121 W. WI Ave.	\$1,108.33	\$1,075.00	\$3,225.00	complete
23	2013	Shelly Stone	Signature Events	125 W. WI Ave.	\$4,500.00	\$4,450.00	\$13,350.00	complete
24	2013	Future Neenah, Inc.	Future Neenah, Inc.	135 W. WI Ave.	\$5,000.00	\$5,000.00	\$16,501.00	complete
25	2014	Umer Sheikh	Investment Creations	116 S. Commercial	\$5,000.00	\$5,000.00	\$41,450.00	complete
26	2014	Bill Casper	Ignite Nutrition	202 W. WI Ave.	\$5,000.00	\$2,219.00	\$6,657.00	complete
27	2014	Adria Ramos	Mom & Pop Place	117/119 W. WI Ave.	\$1,894.00	\$1,894.00	\$5,682.00	complete
28	2014	Umer Sheikh	Investment Creations	124 W. WI Ave.	\$1,917.00	\$1,917.00	\$5,750.00	complete
29	2015	Bill Casper	Ignite Nutrition	202 W. WI Ave.	\$2,781.00	\$2,781.00	\$9,035.00	complete
30	2015	John Skyrms	Great Harvest	116 W. WI Ave.	\$5,000.00	\$5,000.00	\$16,994.00	complete
31	2016	Umer Sheikh	Red Door Mercantile	130 W. WI Ave.	\$1,752.08	\$1,652.08	\$4,956.25	complete
32	2016	Warren Tran	Pastry Pixie	214 W. WI Ave.	\$5,000.00	\$5,000.00	\$16,200.00	complete
33	2016	Leeann Wasinger	Tailored Hide	447 S. Commercial	\$2,127.90	\$1,363.25	\$6,383.70	complete
34	2017	Morgan Wiswall	The Natural Boutique	125 W. WI Ave.	\$3,390.00	\$3,390.00	\$12,180.00	complete
35	2017	Umer Sheikh	Polka Dot Umbrella	114.5 W. WI Ave.	\$3,333.00	\$3,333.00	\$30,350.00	complete
36	2017*	Mary Powell	Vacant/Open Space	123 W. WI Ave.	\$5,000.00	\$5,000.00	\$26,315.00	complete
37	2017**	Mary Powell	Apt.	121 W. WI Ave.	\$2,500.00	\$2,500.00	\$23,208.78	complete
38	2018	Umer Sheikh	Jessie's Beauty & Barber	103 Church Street	\$633.00	\$633.00	\$1,900.00	complete
39	2018	Umer Sheikh	My Sole Loves	124 W. WI Ave.	\$1,500.00	\$1,476.67	\$4,500.00	complete
40	2018	Umer Sheikh	Investment Creations	124 W. WI Ave.	\$766.00	\$766.00	\$2,300.00	complete
41	2018	Umer Sheikh	Chase Bank	111 E. WI Ave	\$5,000.00	\$5,000.00	\$100,000.00	complete
42	2021	Bill Casper	The Hang Up	204 W. WI Ave.	\$2,533.33	\$2,300.95	\$6,902.85	complete
43	2021	Robert Wedge	Apt.	125 1/2 W. WI Ave.	\$5,000.00	\$5,000.00	\$26,000.00	complete
44	2021	JAZ of the Fox	J. Anthony Jewellers	220 S. Commercial Street	\$1,445.00	\$1,445.00	\$4,335.00	complete
45	2021	Ramos Enterprises	Vacant/Open Space	117/119 W. WI Ave.	\$2,848.00	\$2,689.22	\$8,067.66	complete
46	2021	Mix Restaurant LLC	Sante	108 W. WI Ave.	\$833.33	\$833.33	\$2,500.00	complete
47	2021	U. Sheikh/Old Neenah LLC	Bill Paul	112 W. WI Ave.	\$2,337.00	\$2,333.33	\$7,000.00	complete
48	2021	Historic Neenah Properties	Great Harvest	116 W. WI Ave.	\$2,000.00	\$2,000.00	\$6,000.00	complete
49	2022	Cy & Vong Thounsavath	Sante	108 W. WI Ave.	\$1,766.67	\$1,766.67	\$5,300.00	complete
50	2022	Umer Sheikh	Anthology	106 W. WI Ave.	\$5,000.00		\$13,399.00	in process
51	2022	Leeann Wasinger	The Tailored Hide	447 S. Commercial	\$4,466.33		\$16,500.00	in process
		*paid out in June 2018			Total Approved	\$179,800.01		
		**paid out in March 2019			Total Grants Awarded		\$164,830.44	
					Total Project Value		\$1,111,825.97	

APPENDIX G

Work Plans of Standing Committees

MAINTENANCE TASK FORCE **2023 WORK PLAN PRIORITIES**

- Implement new contract for comingle removal.
- Continue ongoing work with the City toward WIFI and placement of cameras.
- Manage garbage/trash and recycling. BID contracts for comingle recycling services in 3 corrals and the City contracts for garbage/trash.
- Address new/emerging maintenance issues that may arise with ongoing west end development.
- Coordinate efforts and manage snow removal process. Businesses=under 2”; Future Neenah Staff=common areas such as bumpouts, crosswalks and garbage corrals; Service Company=over 2”; City=public areas and parking lots.
- Continue schedule of steam cleaning of sidewalks, corrals, and cans with professional company.
- Upkeep of black & wooden district fixtures (cans & tables) including washing, painting, removing rust.
- Promote full utilization and maintenance of district green areas, especially tree and flower bed areas, through private contracted services.
- Work toward greater beautification of tree bed areas now that we are utilizing hanging baskets. Second annual tree bed décor in spring.
- City to do sidewalks and curbs in 2023.
- Continue ongoing clean-up work as needed to maintain a clean, attractive, inviting business district, and perform seasonal maintenance tasks (i.e. monitor dumpster corrals, sidewalk sweeping/scrubbing, snow removal, weed control, and leaf pickup).
- Continue implementation of on-going banner program and seasonal banner and bracket rotation plan.
- Work jointly with the City of Neenah on the holiday program of banners, lighting and décor.
- Stress personal business responsibility for property maintenance and upkeep of common areas.
- Showcase cleanliness of district prior to major community events, parade, marathon, etc.
- Continue to implement the updated Market Analysis and Branding Study as it pertains to maintenance during year 11. Such items may include but are not limited to: Uniform maintenance personnel in branded attire to demonstrate the value of Future Neenah and the BID at work. Incorporate branding system graphics and elements in streetscape furnishings, seasonal décor, wayfinding signage/markers interpretive elements and Navigate Neenah-Menasha. Work to enhance and maintain the district’s common areas, public spaces, and special features.

RECRUITMENT AND RETENTION COMMITTEE **2023 WORK PLAN PRIORITIES**

- Continue sign, sandwich board and awning grant programs to accept requests for either/both in 2023 for uniformity and aesthetics. Increase funding available for awnings and signs due to increased cost.
- Order professional photos of the district for recruitment, retention and promotional purposes including interiors and exteriors and the 2 new housing developments.
- Work with Community Development on implementing the new downtown plan.
- Host a joint meeting with the BID PR and Marketing Committee.
- Promote BID Recruitment and Retention and Facade Grant Funds and the small business loan program to new and existing businesses.
- Augment those important retention tools such as snow and recycling as needed.
- Ambassador visits both in and outside of the district.
- Continue to work with the BID to implement the updated Market Analysis and Branding Study as it pertains to retention & recruitment for year 11. Such items may include but are not limited to: Sharing information collected in the market analysis with businesses so they can track our market trends. Also, use this information as a benchmark and update it on a bi-annual basis with newest Claritas data and by repeating the business survey. Collect testimonials from property owners to use in collateral materials.
- Continue to monitor the need for refinements to parking and trash management policies with the City. Utilize data gathered by the LPR (license plate reader) systems. Advocate for parking solutions including a new ramp.
- Educate. Conduct workshops/seminars & provide other educational opportunities and information.
- Continue exit interviews with businesses that leave the BID due to business closure or relocation.
- Host open house as needed to fill vacancies if needed. Work with City, developers, businesses, and residents to capitalize on West end developments to benefit the district.

APPENDIX G
Work Plans of Standing Committees

MARKETING & PUBLIC RELATIONS COMMITTEE
2023 WORK PLAN PRIORITIES

Initiatives are ongoing to enhance the overall image and marketability of the District, as a way to attract a wide array of consumers, promote BID shops, restaurants, and other attractions and leverage the many positive changes in the District. New businesses and new investment opportunities are working together to create an exciting business mix.

Public Relations to raise awareness of the District and its unique shopping, dining, business and entertainment opportunities.

Update Map and Directory (print & online) to help consumers find their way around and to locate specific businesses incorporating the new brand system.

Welcome any new employee groups and residents that may join the district with potential West End developments.

Collaborative Marketing among a diverse group of merchants and vendors in an effort to leverage marketing funds and resources.

Website & Social Media that maintains current information on area businesses and contact information. Integrate elements of brand. Effectively manage and promote the use of website in conjunction with the FNI web site. Continue to grow Instagram numbers. Obtain a social media plan.

Communication, including periodic District mailings or e blasts to keep businesses and property owners informed and updated on projects and initiatives. Continue use of newsletter format to distribute info to district businesses. Connect with residents of new developments to foster 24/7 live, work, play environment. Communicate with new 201 W WI apartment residents.

Support of Special Events (both new and existing) that bring attention to the District and encourage visitors to shop, dine and play (including The Plaza and both residential developments). City is 150 in 2023 – collaborate when/where needed.

Navigate Neenah-Menasha work to connect the loop with and to the district and our activities.

Secret Shopper Program to look at your business through a customer's eyes and provide feedback about your business' experience.

Work to implement the Market Analysis and Branding Study as it pertains to marketing and PR for year 10. Ideas to include, but not limited to: Enhance the presence of Downtown Neenah in social media applications including promotions such VIE (very important employee) or Facebook Friday. Engage Downtown employees with an ongoing event or loyalty rewards

Brand Identity (Continued): Activities may include but are not limited to: Create a limited-time marketing grant program offering a rebate to businesses utilizing branding system graphics in marketing materials and advertisements. Provide branded elements for businesses to utilize such as: tags, store hours signs, window clings, branded merchandise (logoed shirts). Track brand usage investments made by Downtown area businesses. Promote public art projects.

Promote gift certificate program to increase district sales. Work toward online sales capability.

EXECUTIVE COMMITTEE
2023 WORK PLAN PRIORITIES

The Executive Committee of the Board will undertake activities in 2023 to strengthen the BID and improve service to businesses by:

- Partner with the city to promote any new parking and residential developments.
- Work to implement the Market Analysis and Branding Study during year 11.
- Monitor long term savings for continued investment.
- Assist with implementation of the recommendations in the City's 2040 comp plan and RDG's 2022 plan.
- Remain involved with district development especially as it pertains to the district's western corridor.
- Do an annual compensation review for centralized management.
- Analyze BID priorities and allocate budget accordingly.

APPENDIX H

NEENAH CENTRAL CITY BUSINESS IMPROVEMENT DISTRICT 2023 MAYORAL BID BOARD APPOINTEES

Name	Company	Category	Term (years)	Term Expiration
Alex Noskowiak	Bergstrom Corporation	Property Owner	3	12/31/23
George Brownell	Associated Bank	Property Owner	3	12/31/25
Bob Gillespie	Knox Furniture Gallery of Neenah	Property Owner	3	12/31/24
Umer Sheikh	Investment Creations	Property Owner	3	12/31/25
Leeann Wasinger	The Tailored Hide/The Gift Gallery	Property Owner	3	12/31/24
Robert Wedge	Landlord 125 W WI Ave.	Property Owner	3	12/31/24
Christine Rondeau	Investment Planners	Business (Office/Professional)	3	12/31/24
Alex Wenzel	Lions Tail Brewing Co.	Business (Hospitality)	3	12/31/25
Tori Dorn	Fibre	Business (Service/Retail)	3	12/31/23
Michelle Bauer		Community Representative	3	12/31/25
John Skyrms	Third District Alderperson	City of Neenah Representative	1	4/1/23

**APPENDIX I
RESOLUTION**

(insert after Dec. 7 council meeting)

**APPENDIX J
REVIEW**



**Neenah Central City
Business Improvement District
(A Component Unit of the
City of Neenah)**

Financial Statements

December 31, 2021

**Neenah Central City Business Improvement District
(A Component Unit of the City of Neenah)**

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December 31, 2021

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Independent Auditors' Report

To the Board of Directors of
City of Neenah's Central City Business Improvement District

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of the City of Neenah's Central City Business Improvement District (District), a component unit of the City of Neenah, Wisconsin, as of and for the year ended December 31, 2021 and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the District as of December 31, 2021 and the changes in financial position and cash flows and budgetary comparison for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

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In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Report on Other Legal and Regulatory Requirements

We have also issued our report dated June 22, 2022 on our tests of its compliance with Wisconsin State Statutes Section 66.1109. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.

Baker Tilly US, LLP

Madison, Wisconsin
June 22, 2022

Neenah Central City Business Improvement District
(A Component Unit of the City of Neenah)

Statement of Net Position
 December 31, 2021

Assets

Assets

Current assets:		
Cash and investments	\$	74,886
Assessment receivable		<u>143,731</u>
Total current assets		<u>218,617</u>
Noncurrent assets:		
Capital assets		11,000
Less accumulated depreciation		<u>(8,800)</u>
Total noncurrent assets		<u>2,200</u>
Total current and noncurrent assets		<u>220,817</u>

Liabilities, Deferred Inflows of Resources and Net Position

Liabilities

Current liabilities:		
Accounts payable		<u>13,712</u>
Total current liabilities		<u>13,712</u>

Deferred Inflows of Resources

Unearned revenue		<u>143,731</u>
Total deferred inflows of resources		<u>143,731</u>

Net Position

Net investment in capital assets		2,200
Unrestricted		<u>61,174</u>
Total net position	\$	<u>63,374</u>

See notes to financial statements

Neenah Central City Business Improvement District
(A Component Unit of the City of Neenah)

Statement of Revenues, Expenses and Changes in
Net Position, Actual and Budget
Year Ended December 31, 2021

	<u>Actual</u>	<u>Budget (Original and Final)</u>	<u>Variance</u>
Operating Revenues			
Assessments	\$ 143,534	\$ 143,534	\$ -
Total operating revenues	<u>143,534</u>	<u>143,534</u>	<u>-</u>
Operating Expenses			
Auto allowance	28	300	272
Postage	50	40	(10)
Conferences and meetings	38	650	612
Auditing	2,650	2,650	-
Banking fees	72	240	168
Office supplies	423	125	(298)
Professional	60,000	60,000	-
Outside printing	-	1,500	1,500
Advertising and publications	2,805	3,750	945
Promotional activities and events	6,536	8,200	1,664
Outside services	410	3,500	3,090
Misc expenditures	1,112	11,000	9,888
Secret shopper	-	90	90
Gift certificates	17,065	15,000	(2,065)
Brand implementation	-	250	250
Awning grant	2,839	2,500	(339)
Recruitment tools & workshops	-	3,000	3,000
Grant program	17,027	10,000	(7,027)
Banners	1,794	2,780	986
Maintenance of equipment	1,102	3,000	1,898
Waste removal/recycle	8,625	7,250	(1,375)
Tree lights and holiday décor	792	800	8
All other supplies	343	600	257
Storage rental	720	720	-
Flower beds	11,890	13,690	1,800
Fixtures and facilities	1,325	6,500	5,175
Signs	3,337	-	(3,337)
Depreciation	550	-	(550)
Prior year noncash expenses	(9,235)	-	9,235
Total operating expenses	<u>132,298</u>	<u>158,135</u>	<u>25,837</u>
Operating income (loss)	<u>11,236</u>	<u>(14,601)</u>	<u>25,837</u>
Nonoperating Revenues			
Investment income	4	-	4
Total nonoperating revenues	<u>4</u>	<u>-</u>	<u>4</u>
Change in net position	11,240	(14,601)	25,841
Net Position, Beginning	<u>52,134</u>	<u>52,134</u>	<u>-</u>
Net Position, Ending	<u>\$ 63,374</u>	<u>\$ 37,533</u>	<u>\$ 25,841</u>

See notes to financial statements

Neenah Central City Business Improvement District
(A Component Unit of the City of Neenah)

Statement of Cash Flows
Year Ended December 31, 2021

Cash Flows From Operating Activities	
Received from customers	\$ 143,534
Paid to suppliers for goods and services	<u>(133,451)</u>
Net cash flows from operating activities	<u>10,083</u>
Cash Flows From Investing Activities	
Investment income	<u>4</u>
Net cash flows from investing activities	<u>4</u>
Net change in cash and cash equivalents	10,087
Cash and Cash Equivalents, Beginning	<u>64,799</u>
Cash and Cash Equivalents, Ending	<u>\$ 74,886</u>
Reconciliation of Operating Income to Net Cash Flows From Operating Activities	
Operating income	\$ 11,236
Adjustments to reconcile operating income to net cash provided from operating activities:	
Depreciation expense	550
Change in assets, liabilities and deferred inflows or resources:	
Assessments receivable	(197)
Accounts payable	(1,703)
Unearned revenues	<u>197</u>
Net cash flows from operating activities	<u>\$ 10,083</u>
Noncash Activities	
None	

See notes to financial statements

Neenah Central City Business Improvement District (A Component Unit of the City of Neenah)

Notes to Financial Statements
December 31, 2021

1. Summary of Significant Accounting Policies

The accounting policies of the Neenah Central City Business Improvement District (the District) conform to accounting principles as applicable to governmental units. The accepted standard-setting body for establishing governmental accounting and financial reporting principles is the Government Auditing Standards Board (GASB).

Description of Reporting Entity

This report contains the financial information of the Neenah Central City Business Improvement District, which is a component unit of the City of Neenah, Wisconsin (the City). The financial activities of the District are not material to the City and therefore have not been included in the City's financial statements.

The District was created under the provisions of Wisconsin Statute Section 66.1109. It is the purpose of that section to authorize municipalities to create one or more business improvement districts to allow businesses within those districts to develop, manage and promote the districts and to establish an assessment method to fund these activities.

The District is a legal entity separate and distinct from the City. The District is governed by an eleven-member board appointed and approved by the common council. The members serve staggered, three-year terms. A majority of the board members shall own or occupy real property in the District.

Basis of Accounting/Measurement Focus

The accounting and financial reporting treatment applied to the District is determined by its measurement focus. The transactions of the District are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets, deferred outflows of resources, liabilities and deferred inflows of resources associated with the operations are included on the statement of net position. Net position (i.e., total assets net of total liabilities) is segregated into net investment in capital assets, restricted and unrestricted components.

The statement of net position and statement of revenues, expenses and changes in net position are reported using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Assessments are levied upon all property within the District and are recognized as revenues in the year for which they are levied. Unbilled receivables are recorded as revenues when services are provided.

The District distinguishes operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services in connection with the District's principal ongoing operations. The principal operating revenues of the District are charges to the District members. Operating expenses for the District include professional services, operation and maintenance, business development and promotions. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Neenah Central City Business Improvement District (A Component Unit of the City of Neenah)

Notes to Financial Statements
December 31, 2021

Special Assessment Method

The District is authorized to levy special assessments to fund its operations. The method of levy is based on assessed valuation of all real property within the District except property used exclusively for residential and manufacturing purposes.

Capital Assets

Capital assets are defined by the District as assets with an initial cost of more than \$5,000 and an estimated useful life in excess of one year. All capital assets are valued at historical cost or estimated historical cost if actual amounts are unavailable. Donated capital assets are recorded at their estimated fair value at the date of donation.

Depreciation of all exhaustible capital assets is recorded as an expense in the Statement of Revenues, Expenses and Changes in Net Position, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The estimated useful lives by type of asset are as follows:

Land improvements	20 Years
Machinery and equipment	15 Years

Deferred Inflows of Resources

A deferred inflow of resources represents an acquisition of net position that applies to a future time period and, therefore, will not be recognized as an inflow of resources (revenue) until that future time.

Equity Classifications

Equity is classified as net position and displayed in three components:

- a. **Net Investment in Capital Assets** – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances (excluding unspent debt proceeds) of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.
- b. **Restricted Net Position** – Consists of net position with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors or laws or regulations of other governments or 2) law through constitutional provisions or enabling legislation.
- c. **Unrestricted Net Position** – All other net position that do not meet the definition of restricted or invested in capital assets, net of related debt.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed. The District did not have equity in restricted net position as of year-end.

Claims and Judgments

Claims and judgments are recorded as expenses when the related liabilities are incurred.

**Neenah Central City Business Improvement District
(A Component Unit of the City of Neenah)**

Notes to Financial Statements
December 31, 2021

Operating Plan Budget

The budgetary information is derived from the annual operating plan budget and is presented using the same basis of accounting as described in Note 1.

2. Deposits and Investments

For purposes of the statement of cash flows, the District considers all highly liquid investments with an initial maturity of three months or less when acquired to be cash equivalents.

Investment of District funds is restricted by state statutes. Available investments are limited to:

- a. Time deposits in any credit union, bank, savings bank, trust company or savings and loan association.
- b. Bonds or securities of any county, city, drainage district, technical college district, village, town or school district of the state. Also, bonds issued by a local exposition district, a local professional baseball park district, a local professional football stadium district, a local cultural arts district, the University of Wisconsin Hospitals and Clinics Authority or the Wisconsin Aerospace Authority.
- c. Bonds or securities issued or guaranteed by the federal government.
- d. The local government investment pool.
- e. Any security maturing in seven years or less and having the highest or second highest rating category of a nationally recognized rating agency.
- f. Securities of an open-end management investment company or investment trust, subject to various conditions and investment options.
- g. Repurchase agreements with public depositories, with certain conditions.

The District has not adopted an investment policy.

The District's deposits at year-end were comprised of the following:

	Carrying Value	Bank Balance	Associated Risks
Deposits	\$ 74,886	\$ 74,886	Custodial credit risk

Deposits in each local and area bank are insured by the FDIC in the amount of \$250,000 for time and savings accounts (including NOW accounts) and \$250,000 for demand deposit accounts (interest bearing and noninterest bearing). In addition, if deposits are held in an institution outside of the state in which the government is located, insured amounts are further limited to a total of \$250,000 for the combined amount of all deposit accounts.

Bank accounts are also insured by the State Deposit Guarantee Fund in the amount of \$400,000. However, due to the nature of this fund, recovery of material principal losses may not be significant to individual municipalities. This coverage has not been considered in computing custodial credit risk.

**Neenah Central City Business Improvement District
(A Component Unit of the City of Neenah)**

Notes to Financial Statements
December 31, 2021

Custodial Credit Risk

Deposits – Custodial credit risk is the risk that in the event of a financial institution failure, the District's deposits may not be returned to the District.

The District does not have any deposits exposed to custodial credit risk.

3. Capital Assets

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Capital assets being depreciated land improvements	\$ 11,000	\$ -	\$ -	\$ 11,000
Total capital assets	<u>11,000</u>	<u>-</u>	<u>-</u>	<u>11,000</u>
Less accumulated depreciation for land improvements	<u>(8,250)</u>	<u>(550)</u>	<u>-</u>	<u>(8,800)</u>
Total accumulated depreciation	<u>(8,250)</u>	<u>(550)</u>	<u>-</u>	<u>(8,800)</u>
Total	<u>\$ 2,750</u>			<u>\$ 2,200</u>



Independent Auditors' Report on Compliance

To the Board of Directors of
City of Neenah
Neenah Central City Business Improvement District

We have audited the financial statements of the Neenah Central City Business Improvement District (the District), a component unit of the City of Neenah, Wisconsin as of and for the year ended December 31, 2021 and have issued our report thereon dated June 22, 2022. We conducted our audit in accordance with auditing standards generally accepted in the United State of America.

In connection with our audit, nothing came to our attention that caused us to believe that the District failed to comply with Wisconsin State Statutes Section 66.1109, insofar as it relates to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the District's noncompliance with the above-referenced statutes, insofar as it relates to accounting matters.

This report is intended solely for the information and use of the Neenah Central City Business Improvement District's Board and management and is not intended to be and should not be, used by anyone other than these specified parties.

Baker Tilly US, LLP

Madison, Wisconsin
June 22, 2022

**APPENDIX K
FAÇADE IMPROVEMENT PROGRAM**

NEENAH FAÇADE IMPROVEMENT PROGRAM										
App. #	Calendar Year	Owner/Agent	Business Name	Address	Action/Grant Approved	Grant Awarded	Owner Contribution	Total Project Value	Status	Improvements
1	2002/2005	Patrick and Sherry Haskett	Cheveux	206 W. Wisconsin Ave.	\$3,041.03	\$3,041.03	\$3,041.03	\$6,082.06	complete	Rear siding replacement, storm window replacement, install rear awning, replace light fixtures, move gas meter, replace front entrance floor
2	2002	Sally Callaway Dey	Sassy Sal's	133 W. Wisconsin Ave.	\$2,182.50	\$2,182.50	\$2,182.50	\$4,365.00	complete	Tuckpoint front façade masonry
3	2003	James Busch	The Saint James	211 E. Wisconsin Ave.	\$10,000.00	\$10,000.00	\$10,000.00	\$24,000.00	complete	Concrete and masonry work to extend front entrance, construct entrance roof
4	2004	Isaac Pabst	Scharpf's Office Supply	130 W. Wisconsin Ave.	\$2,500.00	\$2,500.00	\$2,500.00	\$5,000.00	complete	Replace 6 upper story windows, exterior and interior trim
5	2005	Les Fink	Erika's Bridal	117-119 W. Wisconsin Ave	\$10,000.00	\$10,000.00	\$10,000.00	\$21,506.40	complete	Replace storefront windows, trim, 3 doors, sill
6	2005	Cy and Vong Thounsavath	Art Affair	108 W. Wisconsin Ave.	\$2,386.00	\$2,386.00	\$2,386.00	\$4,772.00	complete	Remove shutters, repair and paint front and rear lower facades.
7	2006	Fox Meadows LLP	Paper City Pub	212 W. Wisconsin Ave.	\$7,000.00	\$7,000.00	\$7,000.00	\$14,000.00	complete	Restoration of lower façade glass
8	2006	Harry Kelderman	Soccer Locker	127 W. Wisconsin Ave.	\$7,237.75	\$7,237.75	\$7,237.75	\$14,475.50	complete	Tuckpointing, glass replacement upper story window replacement
9	2006	Downtown Neenah Properties	Planet Perk	124 W. Wisconsin Ave.	\$1,000.00	NA	NA	NA	withdrawn	Replace west door
10	2006	Downtown Neenah Properties	Great Harvest	116 W. Wisconsin Ave.	\$997.50	\$997.50	\$997.50	\$1,995.00	complete	Front door repairs
11	2006	Downtown Neenah Properties	Smile Creations	126 W. Wisconsin Ave.	NA	NA	NA	NA	app. withdrawn	
12	2007	Patrick and Sherry Haskett	Cheveux	206 W. Wisconsin Ave.	\$6,958.97	\$6,958.97	\$7,441.03	\$14,400.00	complete	Upper story façade renovation
13	2007	Robert and Peter Gillespie	Knox Furniture	111 W. Wisconsin Ave.	\$2,952.50	\$2,952.50	\$2,952.50	\$5,905.00	complete	Upper story window replacement
14	2007	David Priest	Cannova's	113-115 W. Wisconsin Ave.	\$3,592.50	\$3,592.50	\$3,592.50	\$7,185.00	complete	Upper story window replacement
15	2008	Umer Sheikh/Investment Creations		200 W. Wisconsin Ave. / 107 S. Church St.	\$20,000.00	\$18,753.00	\$18,753.00	\$37,506.00	complete	Upper and lower story windows, EIFS, cleaning of brick
16	2008	Pinnacle Photo and Portraits/Edward Scanlon	Pinnacle	433 S. Commercial St.	\$10,000.00	\$8,118.00	\$8,118.00	\$16,236.00	complete	Paint trim and cedar shakes, replace windows
17	2008	Gordon Stillings	Stillings and Buchinger Law Office	251 E. Wisconsin Ave.	\$5,000.00	\$3,925.00	\$11,562.61	\$11,562.61	complete	Reconstruct 2 stone columns, replace front steps (railing also installed)
18	2008	Daniel Goggin	Goggin Law Office	429 S. Commercial St.	\$5,500.00	\$4,686.00	\$4,686.00	\$9,372.00	complete	Replacement of windows
19	2008	Bill Casper	Hang Up	202/204 W. Wisconsin Ave	\$10,000.00					Replacement of windows
20	2009	Gina Vendola	Cranked	200 Main Street	\$7,500.00	\$6,439.33	\$6,439.32	\$12,878.65	complete	Masonry repairs, window and door replacement
21	2009	Keith Miller/Thounsavath	UnCorked Bistro	108 W. Wisconsin Ave.	\$2,700.00	\$2,690.47	\$2,690.48	\$5,380.95	complete	Door and awning replacement
22	2009	Ron Phillips/Mike Law	Cook/Vintage	129-131 W. Wisconsin	\$7,800.00	na	na	na	app. withdrawn	Window replacement
23	2009	Shannon Zambrano	Five Generations	134 W. Wisconsin Av	\$10,000.00	na	na	na	withdrawn	Masonry repairs
24	2010	Dr. Chris Abel & Dr. Carrie Richter-Abel	Neenah Family Chiropractic	116 W. Columbian Ave.	\$3,500.00	\$2,072.50	\$2,072.50	\$4,145.00	complete	Painting/staining
25	2010	Kelly Mjaanes, Sandi Johnson, Sue Brautigam/Warren Tran	The French Flea	214 W. Wisconsin Ave.	\$275.00	NA	NA	NA	withdrawn	Replacement of awning

26	2010	Stacy Frakes/John Powell	Holt's Jewelry	121 W. Wisconsin Ave.	\$4,000.00	\$3,700.00	\$3,700.00	\$7,400.00	complete	Replacement of awning and lower façade tile
27	2011	Winnebago Community Credit Union	same	526 S. Commercial St.	App. Denied	NA	NA	NA	app. denied	Entrance
28	2012	Morgan Wiswall		125 W. Wisconsin Ave.	\$8,135.50	\$8,135.50	\$8,135.50	\$17,796.00	complete	Window and door replacement
29	2014	Future Neenah	same	135 W. Wisconsin Ave	\$10,000.00	\$10,000.00	\$16,859.00	\$26,859.00	complete	Windows, door, cornice, bulkhead
30	2015	Bill Casper	Ignite Nutrition	204 W. Wisconsin Ave.	\$1,150.00	\$1,150.00	\$1,450.00	\$2,600.00	complete	door and window replacement
31	2015	Investment Creations	Historic ERA	116 S. Commercial St.	\$10,000.00	\$10,000.00	\$10,000.00	\$20,975.00	complete	Doty Avenue entrance
32	2016	Historic Neenah Properties	Great Harvest	116 W. Wisconsin Ave.	\$10,000.00	\$10,000.00	\$10,000.00	\$48,275.00	complete	Storefront entrance/windows
33	2017	Mix Restaurant	Copperstill	211 E. Wisconsin Ave.	\$10,000.00	\$10,000.00	\$10,000.00	\$21,000.00	complete	Trim replacement
34	2018	Wisconsin Avenue Properties		121-123 W Wisconsin Ave	\$15,000.00	\$15,000.00	\$15,000.00	\$30,000.00	complete	window replacement
35	2019	Investment Creations	Chase Building	111 E. Wisconsin Ave	\$30,000.00	\$30,000.00	\$30,000.00	\$60,000.00	complete	window installation
36	2020	Investment Creations	Bill Paul Ltd.	114 W. Wisconsin Ave.	\$750.00	\$708.59	\$708.59	\$1,417.18	complete	window replacement
37	2020	Bill Paul Ltd.	Bill Paul Ltd.	110-114 W. Wisconsin Ave	\$7,500.00	\$7,432.95	\$7,432.95	\$14,865.90	complete	awning replacement
38	2020	Knox Furniture	same	109 W. Wisconsin Ave	\$7,500.00					tuckpointing
39	2021	Pike Products/Bedrock Coffee	Bedrock Coffee	214 W. Cecil Street	\$4,750.00					painting, door replacement
				Total Grant (01, 02, 04, 05, 08, 09, 12, 13, 14, 15,16,17,18,19,20,21)	\$295,397.00					
				Total Approved	\$260,909.25					
				Total Granted	\$211,660.09					
				Total Owner Contrib.	\$226,938.76					
				Total Project Value	\$471,955.25					
				Total Projects	32					
				Balance Available	\$83,736.91	9/30/2021				

APPENDIX L CO-OP PARTNERS WORK PLAN
(e/o year updated)

City of Neenah/BID/FNI Cooperation Agreement Original Approval 10/1/03

Amended 2011, March 2013, March 2015, October 2017, May 2019, Oct 2021

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
Street Sweeping:				
1	Machine Sweeping Streets & Alleys	Fridays-beginning at 2 a.m. Complete sweeping before 7am to avoid traffic from open biz	DPW	The BID Maintenance Committee will work with the businesses and City for how best to have leaves, debris, cigarette butts etc pushed into the street by Thursday p.m. or as sweeper is scheduled.
2	Special Purpose/Special Event	As needed/or requested	FNI/City + Event Host	The City and FNI/BID will coordinate scheduled street sweepings to coincide with special events when feasible. Special events permit will include an enforceable requirement for cleanup/garbage pickup at events like parades & marathon. (Pick up candy, wrappers from candy tossed from floats, etc.) – reiterate this. Event hosts need to communicate with biz.
Refuse Collection:				
3	Schedule & Route of Vendor & City	As Scheduled	DPW; Private	Garbage collected by City from 3 centralized dumpster locations. Commercial collection - there's a fee structure in place for trash. There have been recent charges for overages.
4	Recycling		BID/FNI/Private/DPW	BID/FNI currently coordinates a centralized comingle recycling dumpster program. Current recycling contract runs to 12/31/21. Rebid with new co. for 2022. Florescent bulb recycling discontinued due to use of more LEDs. Investigate shredding options. Stress NO plastic bags & flatten boxes in recycling. Work with Sustainable Neenah.
5	Maintenance/Repair of Corrals	Seasonal, as needed	City/DPW	Monitor gates in winter with snow /ice.

<p>KEY: BID = Business Improvement District, CD = Community Development, DPW = Department of Public Works, FNI = Future Neenah, Inc., PD = Police Department, PR = Parks & Recreation</p>
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PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
6	Clean-Up of Corrals	As needed/requested	DPW; FNI/BID	Annual power wash of corrals by Sparklewash. City to do large item pick up. BID/FNI to perform ongoing upkeep. Public dumping issues esp. after weekends have resulted in overflow charges. Possibly add cameras as a deterrent – City IT working toward WIFI for cameras.
7	Dumpster Change out/Replacement	Annually	FNI/BID/DPW	As requested.
8	Grease-Trap Barrels Change out /Clean Up	As needed/requested Minimally Annually	BID/FNI/DPW	Oil dry drying agent applied when grease barrels overflow. Has been an issue this year. Grease receptacle needed in Marketplace corral?
9	Sidewalk Trash Receptacles	Weekly city automated truck pick up	FNI/BID/DPW	City presently using automated pick up cans. Cans purchased on a BID / City cost share.
	Snow Removal:			
10	Snow Removal – Municipal Lots & Ramps	As needed	City/DPW	Option to offer overnight snow emergency parking in the Church Street Ramp.
11	Snow Removal - Streets	As needed	City/DPW	Snow amount, timing of snowfall and size of available crew dictates removal method.
12	Snow Removal off Curb into Streets	As needed	BID/FNI	FNI/BID maintenance contractor and City to coordinate removal of snow from sidewalk/curb into street on a timely basis. Snow throw onto sidewalk from trucks a concern in areas where no terrace is present.
13	Snow Removal – Sidewalks	As needed	FNI/BID	BID/FNI to provide snow removal by use of a private maintenance contractor on a tiered priority list of areas. Routes reflect high traffic foot areas. Over 2” in coordination with City removal from parking lots and public area. Include City Maintenance in annual BID fall snow removal memo. Keep lines of communication open among all parties. Personal Responsibility – Continue to stress business engagement for snow removal

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
	<i>Snow Removal – Sidewalks continued...</i>			or fines to make business more resp for removing their own snow up to the 2” threshold. City fine is \$105 for snow related complaints within 24 hours. Desire to re-evaluate 24 hour period to possibly reduce timeframe to lesser amount of hours or to begin assessing snow removal fine. Could permits such as outdoor seating be pulled for snow noncompliance? Send photos of offending sidewalks to property owners. City supplies 6 salt boxes. Critical pedestrian areas should be evaluated differently. City / BID to work together to maintain curbside accessibility to busses on Church Street for the handicapped bus riders. South side continues to be a challenge with no sun. Residential developments such as Solaris and 201 W WI are not assessed and responsible for their own snow. Sidewalks outside The Plaza are heated.
	Municipal Parking Lots:			
14	Permit Program Management	On-going	City/Finance,PD,CD	Parking management modifications and added supply are vital to the continued success of the Downtown district. Investigating future needs for another ramp.
15	Parking Enforcement	Daily/weekdays	PD BID/FNI to monitor	LPR system in place. 1 st citation for re-parking is a warning, not a ticket. Additional signage is needed to create awareness of after hours & weekend free ramp parking.
16	Removal of Illegally Parked/Abandoned Vehicles	Complaint based	PD	
17	Graffiti Removal	Within 24 hours	FNI/BID; DPW	Personal/private property owner’s responsibility. FNI to report graffiti on public spaces. Neenah Police Dept. responsible for regularly communicating information related to incidents in to BID leadership. BID will in turn communicate information outward to businesses.
18	Landscape Area Maintenance	As needed	PR	Public spaces exclusive of Wisconsin Ave flowerbeds. Canal and Marketplace lots need to be sealed, striped, resurfaced.

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
	Traffic Control:			
19	Pedestrian Crossings	As needed	PD/DPW	BID/FNI to monitor for safety and report back esp. in regard to events. Flashing crosswalk added by Gateway. Spot patrols have been done to reduce future pedestrian incidents. 200 block crossings need to be a priority with The Plaza.
20	Traffic Signal Maint.	As needed	DPW	
	Sidewalks:			
21	Sweeping	Core Weekly, seasonal. Coordinate with street sweeper schedule.; Outer – As needed	FNI/BID	There is a tiered priority schedule of areas to be cleaned within the district. Personal respons. -- Stress business engagement & pride in ownership in regard to cleanliness and snow removal. Fall leaves – blow into gutter Thursday pm or garbage trucks can pick up yard waste bags from corrals. Ongoing “Roundup” of weeds. BID will be works w/ SparkleWash for cleaning of sidewalks.
22	Repair & Replacement	Annual based on need	DPW	BID to monitor conditions for lg cracks or shifts. 2022 replacement sched.
23	Sandwich Board & Other Private Advertising	Enforcement compl based	CD/BID	BID R&R has offered sandwich board sign grants in the past. City issued permits, code enforcement is responsibility of city.
24	Sidewalk Occupancy Permits- Ex: Benches/flowerpots/trash cans	Permit requests reviewed as received	DPW, CD	Streetscape ordinance is in place. Covid expansion of outdoor seating area.
25	Sidewalk Cafes/Outdoor Food & Beverage	Permit requests reviewed as received	CD, City Council	New ordinance in place for licensing and regulation. 2011 New mobile vending ordinance passed spring '13.
	Trees and Flowers:			
26	Tree Plantings & Maintenance	As needed	PR	Back of sidewalk to building is property owner responsibility. Sidewalk to street is City responsibility. Tree at Bon Voyage vandalized – needs replacement.
27	Watering Trees	2X weekly initially. Routine sched. long term	PR	City responsible for watering trees as needed.

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
28	Flower Planting/Maintenance	Routine care as needed	FNI/BID	BID/FNI contracts with professional landscape service for planting, watering, and maintenance of flowers in hanging planters on lamp posts. Some tree curb surrounds are crumbling/cracked. Investigate options for flowers on Main Street entrance corridor – on ground planters for color?
29	Pruning	Scheduled as needed	PR	Trees aging growing larger – more difficult to light & impedes sight line to businesses. Roots from trees sprout shooters
30	Mulch	Scheduled as needed	BID/FNI	BID leveled mulch once after vacating beds to use hanging planters.
31	Tree Lights	Annual	City;BID	City/BID to share equally the bi-annual light purchase costs equally. DPW installation. FNI to coordinate placement. Remove lights every other year to allow for tree growth. BID/FNI to do red lights in Gateway Park trees. Mr. Bergstrom to light community Christmas tree.
32	Tree Light Controller Boxes, Electrical System Maintenance			Annual / Ongoing Maintenance. BID worked with Historical Society to get 2 traffic boxes at Church & WI wrapped.
	Glatfelter Mill Site:	As needed, On-going scheduled routine care.	City/BID/FNI	Site fully under development now with The Plaza & apartments at 201 W WI
33	Gateway Park	Ongoing development	PR/DPW/BID/FNI	Low frequency/higher cost (City) vs hi frequency/lower cost (BID) maintenance. Ongoing monitoring of this relationship w/ future projects. Treecos does snow.
	Banners, Public Decorations/Displays:			
34	Purchase/Ownership	Initial purch/season chgs	FNI/BID	Banners replaced as needed.
35	Installation	4X / yr. Seasonal changes	DPW	
36	Hardware	New purchase, repair/repl	DPW; FNI/BID	BID buys repl parts (brackets, etc), City installs. Purchased in cycle to ensure regular replacement.
37	Banner and Snowflake Cleaning/Storage	As needed	BID/FNI; DPW	New lit flakes order for '22.
38	Policy Management	On-going	DPW, CD; FNI/BID	Banner and Decoration policy now in place.

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
39	Maintenance of Monument at Commercial & Winneconne	On-going	BID/FNI; Dairy Queen	DQ maintains landscaping. BID seals/paints every 3 yr. Last sealed in 2020. Start planning/saving now for when/if the monument needs to be replaced.
	Bus Depot <i>*Smaller focus grp needed for this topic! *</i>			
40	Cleaning	Daily	Valley Transit	BID picks up cigarette butts. City owns bldg. VT cleans.
41	Routine Maintenance	As needed	City/DPW; Valley Transit	BID to monitor and communicate any issues with Valley Transit. See #13 above. Addtl coord. needed to address handicapped bus access during snow removal season. BID removes snow, City monitors for ice build up.
42	Locking/Building security	Daily	Valley Transit	Camera with WIFI coming
43	Capital Upgrades	As needed	Valley Transit	Desire for restrooms still present, but perhaps could be included in a future ramp with bus depot? Concerns present that this intersection not the safest/most conducive location for bus stop.
	Partnership Building:			
44	Joint Meetings	E/O Year or as needed	City; FNI	City/BID/FNI reps met again in 2021 – partners appreciate format and want to keep to every other year meeting frequency. Will meet again in 2023.
45	Pre-Construction Conferences; Detour Route Planning & Signing; Communication to Property Owners/Businesses	Regularly scheduled with projects	DPW; BID/FNI	Reference successful joint effort of City/BID/FNI with 2010 W WI Ave reconstruction & 2013 S. Commercial Street Road Constr. Public works good at notification of periodic short term constr. Monthly email newsletter.
46	Communication & Contact Protocol	To be documented and implemented	City; FNI/BID	Share information, i.e., prioritized list of BID sidewalk snow removal, list of business owners and tenants, district-wide e-mail addresses. Keep City Maintenance & public works in the loop as well. New lit info sign nice addition.

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
	Marketing/Public Relations:	On-Going	City; FNI/BID	Explore use of joint resources, including City newsletter, FNI website, Neenah Magazine, etc.
47	District & Destination Advertising	As Needed	FNI/BID	Wayfinding Signage off of I-41 completed 2018, Partner with Visitors Bureau (annual guide & mall kiosk display) Wayfinding kiosk added at Marketplace bump out 2020.
48	Maintain Web Site and Social Media Presence	On-Going	FNI/BID	Work with City Hall on cross calendar population of events.
49	Host annual BID events	Annually	FNI/BID	Warm Your Heart, Ultimate Ladies Day, Employee Apprec, Summer Madness, Small Business Saturday, Luminary Pop-Up
50	Sponsor partner events with FNI & Other Entities	Annually	FNI/BID	A Very Neenah Christmas, Farmers Market, Historical Society PowWow, The Plaza
51	Directory Updates	Annually	FNI/BID	Website updated monthly (or more frequently) to reflect business changes, print guide and scanned version of print guide updated yearly. Reformatted in 2019.
52	Secret Shopper Program	On-Going	FNI/BID	Biz entitled to one free shop per year as requested
53	Gift Certificate Program	On-Going	FNI/BID	Explore every other year if moving to gift cards is more efficient than certificate program.
	Business Retention/Recruitment:	On-Going	City; FNI/BID	** Promote the Right Business Mix! **
54	Ret. & Recr. Grant Program	On-Going	FNI/BID	
54.5	Revolving Grant Programs	On-Going	FNI/BID	Awning, Sign, Sandw Bd – Based on needs each year Visual ad grant added in '20 to address Covid needs. Placemaking grant for '21.
55	Exit Interviews	As Needed	FNI/BID	
56	Promote Façade Impr. Grants, Awning Grants	On-Going	City; FNI/BID	Funds still available from federal program
57	Ambassador Visits	As Needed	FNI/BID	
58	Recr. New Businesses & Retain Existing Businesses including second floor and office spaces	On-Going	CD; FNI/BID	Promote SBA loan program and other financial incentives including grant programs. Hold open houses in spring as needed. Discussed flow for handling conversations surrounding business inquiries in Neenah, regular communication between FNI/City good, perhaps a way to solidify communication flows for future.

PARTNERS WORK PLAN

ITEM #	SERVICE PERFORMED	FREQUENCY	RESPONSIBLE PARTY	SCOPE OF DUTIES
59	Market Analysis & Branding Study	As Needed	FNI, BID, Volunteer Steering Cmte., CD	In '13, update study done in 2003. Esri data updated in end of 2016. Note City has this software. BID contracted with Element in 2019 to create a web landing page, info folder and to update the directory brochure. 2021 – community development send out RFPs for downtown plan.
	Centralized District Management:			
60	Meeting Agendas & Minutes	On-going	City; FNI; BID	Comm Dev staff to take meeting Board minutes, FNI staff all other cmtes. City to post and publicly distribute Bd. agendas, FNI posts cmtes.
61	Meetings	Monthly/Quarterly/As Needed	City; FNI/BID	Annual meeting format changed to a more fun/engaging format. Was virtual '21..
62	Bill Payment & Reimb.	On-Going	FNI; Finance	FNI Acct. = Packet Assembly City reimbursement to FNI is now annually.
63	Create Ann. Op Plan	Annually	City;FNI/BID	
64	Manage Gift Cert. Program	On-Going	FNI/BID	
65	Information Services	On-Going	FNI	BID page on Website, mo. newsletter, periodic emails.
66	Manage Bills & Budget	On-Going	Finance;FNI/BID	City no longer sends out letters regarding the BID Assessment fee and reminding business owners to pay it before it rolls onto taxes if they prefer. This has not been a problem and Future Neenah has not received any complaints. With a change in state statue, the BID does not need an annual audit, a review is sufficient thereby saving those extra fees that an audit brings. BID bd to request an audit in 3 yr cycles.
67	Overhead – office, phone, computer, software, building	On-Going	FNI/BID	

APPENDIX M

Your **Business Improvement District (BID)** Investment At Work

Public Relations & Marketing	Maintenance	Retention & Recruitment	Administration
Downtown Directory Brochure	Keep district clean: sweep, weed, etc.	Grant Programs:	Office/Staff People/Information Services/ Acct.
BID Activities:	Purchase Banners	Retention & Recruitment Grant	Host BID annual meeting
Warm Your Heart (February)	Contract Flowers	Facade Grant Program	Communicate w/BID Newsletters & Email Updates
Ultimate Ladies Day (Sept)	Contract Centralized Recycling	Awning, Sign & Sandwich Board Grant, Placemaking Programs	Annual Operating Plan
Employee Apprec (June)	Snow removal over 2"	Available Space Open House & Ads	Agendas & Minutes
Small Business Saturday (November)	Seasonal decor: lights, bows, garland, fall bales / stalks	Recruit New & Retain Existing Businesses	Bi-annual Co-op Meetings w/City, BID & Future Neenah
Summer Madness Sale (August)	Purchase & maintain: benches, picnic tables, trash cans		Represent Downtown Neenah
Luminary Night with Cookie Crawl (December)	Welcome monument at entrance to district		
	Contract for Power Washing		

Public relations & marketing continued...

Community Event Partner: Historical Society PowWow, Farmers Market, Wine Walk and Very Neenah Christmas

Gift Certificate Program

Destination Marketing:

Partner w/Convention & Visitors Bureau: Mall Display, Signage & Advertise in Annual Guide

Kiosks & Directional Trail Signage

Market analysis and branding study w/new logo identity

Increase Awareness & Visibility:

MailChimp & email blasts

Updated website & Online Presence incl. Instagram Acct.

Facebook posts

Exposure In Future Neenah Magazine

Advertising to Promote District



Dept. of Legal & Administrative Services
Office of the City Attorney
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6106 • Fax: 920-886-6109
e-mail: drashid@ci.neenah.wi.us
DAVID C. RASHID

CITY ATTORNEY

APPENDIX D LEGAL OPINION

November 11, 2022

Mr. George Brownell
President, Neenah Central City BID Board
c/o Department of Community Development & Assessment
211 Walnut Street
Neenah, WI 54956

RE: **Neenah Central City Business Improvement District ~ Year Twenty-Two Operating Plan -- 2023**

Dear Mr. Brownell:

This letter is in response to a BID board request for a legal opinion as to the legal sufficiency and statutory compliance of the 2023 Operating Plan for the Neenah Central City Business Improvement District. I have reviewed the 2023 Operating Plan for said district as well as the appendices attached thereto in relation to their compliance with the provisions of Section 66.1109 (1) (f) 1 – 4, Wis. Stats. It is my opinion that the 2023 Operating Plan is in full compliance with all the provisions of Section 66.1109 (1) (f) 1 – 4, Wis. Stats. This opinion is provided in accordance with the requirements of Section 66.1109 (1) (f) 5, Wis. Stats.

Should you have any questions concerning this letter, or the matter in general, please don't hesitate to contact me at your convenience.

Cordially,

David C. Rashid
City Attorney

CC: Brad Schmidt, Dep. Director of Community Development (via e-mail)



RESOLUTION NO. 2022-21

A RESOLUTION APPROVING THE NEENAH CENTRAL CITY BUSINESS IMPROVEMENT DISTRICT 2023 OPERATING PLAN

WHEREAS, the Neenah Central City Business Improvement District was created to establish a stable stream of revenue from a broad base of benefactors aimed at achieving common objectives for the benefit of district property and business owners; and

WHEREAS, the Neenah Central City Business Improvement District has four operating goals, namely District Maintenance, Retention and Recruitment, Public Relations and Marketing, and Centralized Management; and

WHEREAS, the Business Improvement District Board of Directors exists to implement programs and activities in accordance with the annual Operating Plan for the District; and

WHEREAS, the Business Improvement District Board of Directors did, on November 15, 2022, approve the 2023 Operating Plan for the District and recommend its adoption by the Common Council of the City of Neenah.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF NEENAH, WISCONSIN this 7th day of December 2022, that the Neenah Central City Business Improvement District Operating Plan for calendar year 2023 is hereby adopted.

Recommended by:

CITY OF NEENAH, WISCONSIN

Moved: _____

Jane B. Lang, Mayor

Passed: _____

Charlotte Nagel, City Clerk

NMFR Joint Finance & Personnel Committee Meeting Minutes

November 22, 2022 – 5:30 p.m.

City of Neenah – Hauser Room

Present: Ald. Eisenach, Boyette, Borchardt, Grade and Stevenson

Excused: Ald. Stevenson

Also Present: Chief Kloehn, Deputy Director Kahl and MA Ellis

Ald. Borchardt called the meeting to order at 5:30 p.m.

Minutes: The Committee reviewed the October 25, 2022 meeting minutes. **MSC Grade/Boyette to approve the October 25, 2022 meeting minutes, all voting aye.**

Review of calls: The Committee reviewed the October and year-to-date calls. Discussion was held on our EMS calls, how we handle these calls and how many times we provided advanced skills and how we can recoup some of the costs we have. **MSC Boyette/Sevenich to approve the October and year-to-date calls and place on file, all voting aye.**

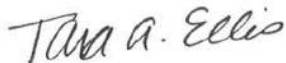
Budget Report: The Committee reviewed the budget report through October 31, 2022. Discussion was held on the situation of our overtime and maintenance of motor vehicle budget. **MSC Sevenich/Grade to approve the budget report through October 31, 2022 and place on file, all voting aye.**

Hiring Three Firefighters: The Committee reviewed request to hire three new firefighters by March 1, 2023 to replace the impending three retirements in 2023. **MSC Sevenich/Boyette recommend the City of Neenah and City of Menasha Common Councils approve filling the three firefighter vacancies created by the retirements no earlier than March 1, 2023, all voting aye.**

Report

MSC Sevenich/Boyette to adjourn at 5:50 p.m., all voting aye.

Respectfully Submitted,



Tara Ellis
Management Assistant



Memorandum

TO: NMFR Joint Finance & Personnel Committee Members

FROM: Kevin Kloehn, Chief

DATE: November 15, 2022

RE: Firefighter Replacement

We have an anticipated retirement of three personnel in 2023. There will be one in January, the second in April and the third in May.

In 2017, this Committee directed me to begin exploring replacement of firefighters before they retire versus waiting until after they retire due to the financial impact our Department faces with short shift overtime. Previously, the method of replacing was after people left and put the Department in a position of making tough decisions with cancelling training and other activities in order to maintain staffing.

So far, hiring ahead of time has proven beneficial to our department as it allows us to have someone hired, and trained, before the retiree leaves. This saves us quite a bit of overtime money.

As a reminder, position replacements have to be approved by this Committee and both Common Councils for approval to hire. I realize its a few months before these retirement happens. However, our January meeting is scheduled for January 24th and it would go before both councils the first week of February. Having both councils act on this a their December meeting will allow us to make offers to our top candidates, before they are given offers from other departments, go through the pre-employment testing and give notice to their current employer so they can start at the beginning of March for their recruit training. We will once again hold a Joint Recruit Training Academy with Oshkosh Fire Department. These January position will remain open until the new hires begin in March. Hiring the April and May replacements in March allows us to make sure the training is completed and they begin their 24-hour line positions before the vacation time starts.

I am asking for consideration and action to recommend the City of Neenah and City of Menasha Common Councils approve filling the three vacancies created by the retirements no earlier than March 1, 2023.

If you have any questions, please feel free to call me at 886-6201. Thank you for your consideration.

KK/te

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, November 29, 2022
4:15 p.m.

Present:

Mayor Jane Lang, Chairperson	PRESENT	Gerry Kaiser, Director of Public Works	PRESENT	Sarah Moore-Nokes	EXCUSED
Kate Hancock-Cooke	PRESENT	Karen Genett	PRESENT	Betsy Ellenberger	PRESENT
Gerry Andrews	PRESENT	Ald. Dan Steiner	PRESENT		

Also Present:

Brad Schmidt, Deputy Director of Community Development	Chris Haese, Director of Community Development	City Attorney David Rashid
City of Neenah Chief Aaron Olson	Andy Dumke, Northpointe Development	Jonathan Brinkley, Precedent Architecture
Lisa Mroczkowski, Office Manager, Public Works Department	Members of the public (see attached sign-in sheets)	

Minutes:

Mayor Lang noted that there was one correction to the minutes that needed to be made. She stated that Nevis Martin referenced as “he” and needs to be corrected to “she”.

Kate Hancock-Cooke/Betsy Ellenberger, the Plan Commission to approve the November 8th, 2022 meeting minutes subject to the requested change. Motion passed.

Public Appearances: - Chairperson Mayor Lang opened public appearances and stated that there is a 10 minute time allotted to public appearances. She stated she will be a bit lenient, but asked for those who have spoken at previous meetings to allow others who have not, an opportunity to do so during this time.

Alexander Collins-331 E Wisconsin Avenue, Neenah

He stated that he has been a lifelong renter. He stated that renters have very little vetted interest in the community. He stated if he doesn’t like a place where he is living he finds a new place. He stated that these residents do not have that luxury. They have invested their hard earned money into the land essentially committed to the city. He stated why would the city want to favor uncommitted renters over committed residents. He stated that with a \$25,000 per lot price based off the project calculations of 2.5 million, there would have been others interested in the property.

BJ Houk-512 Elm Street, Neenah

She stated that she has been resident of Neenah at this address for over 40 years. She said this plan has been pushed through to make these changes. She would be asking that no

changes are made until other options have been presented and talked about. She asked if Northpointe could come up with other options than all the apartments. She said it will destroy the neighborhood.

Kristine Giornalista-769 Yorkshire Road, Neenah

She said she is in support of the Northpointe proposal to include affordable rental housing and the redevelopment of Shattuck Middle School. She said the Plan Commission is considering the land use amendment and rezoning not whether this development should be rental or home ownership and also not whether it should be affordable or market rate. She said many objections to this rezoning are not about density or setbacks, but about lower and moderate income renters. She stated there is a need for affordable rental housing in Neenah. She stated that for most of her childhood and adult life she has been a renter. She said that professionally she has spent 18 years in affordable housing and community development. She has seen the positive impact that affordable rental housing options can have on the financial stability and families. She said when we talk about affordability it's often easy to lose sight of who's going to be living in the new rental community. She said consider a single mom with two kids looking for at a 60% AMI apartment. She could earn \$46,000 a year, \$22 per hour. She said based off of recent listings on Indeed.com, this mom could be dental assistant, a CNA at a nursing home, a document processor at a bank or an entry level para-legal for the City of Neenah. She said now let's consider a family of 4 interested in one of the new single family homes at 70% AMI. To quality she said the family could earn up to \$60,000 a year or around \$29 per hour. These are jobs as a HVAC repair specialist or an assistant district attorney for Winnebago County. She stated that in the Neenah-Oshkosh area nearly 40% of renters are rent burdened and 70% of renters are paying more than half of their income in rent. She said this proposed development will have long term restrictions. She said that people who need affordable housing already live in our community.

Edward Palmer-416 Pine Street, Neenah

He stated that he and his wife have lived in the neighborhood for 25 plus years. He said he is in favor of this development. He does not want to see Shattuck school sitting empty for a couple of years while another option is on the table. He thinks it's a great opportunity to improve our neighborhood and keep our wonderful city going.

Bradley Jensen-740 Chestnut Street, Neenah

He said it's a good idea in terms of repurposing the building in terms of making that apartments, maybe for older, elderly people, he feels would be a better idea. He said the thing that he is against is the rental homes. He would not mind rezoning the school itself into this development, but the rest of the property if anything should be rezoned to R1.

Kathryn Noll-Arias-732 E Reed Street, Neenah

She said this piece of land was gifted to the City of Neenah and the residents of the City of Neenah in 1928. Please allow this land to continue to be a gift to our Neenah Community by voting to keep R1.

Steven Spanbauer-314 E Wisconsin Avenue, Neenah

He said he became aware of this proposal a couple of weeks ago when a flyer was on his door. He said he came to the last council meeting to better understand this issues that are going on. He has spoken to many of the residents in the area and city. He said what he found was the people in the area, in that neighborhood are probably 90 to 95 percent against the rezoning.

They do not want the council to take away what they have earned. He thinks that is fair. He said that has he talked with more people around the city, they did not know what was going on. Most had not heard that Shattuck was for sale. He said he feels that he has a vetted interest because of his family history in Neenah and family history at Shattuck. He said what is concerning to him is that the constituents of the city feel like they are not being heard. He said he tells them the council is good and they will do the right thing for the city. He said he is opposed to the rezoning at this point, but only because he need to hear more and learn more. He said that if the rezoning is done it will set a dangerous precedent in that the city would be able to haphazardly change the zoning in any neighborhood.

Tiffany Meunier-620 Oak Street, Neenah

She said she is an independent hair stylist. She has worked very hard to get to where she is. She lived in rental property most of her life. Growing up she lived in a nice area on Congress Street where Shattuck was her back yard. She said that she has lived behind Primrose. She said she works near Main Street where there is a lot of rental properties. She sees a lot of things that the police don't see. She said that she is not saying that all rental property owners are bad but for living in two different types of rental areas of Neenah, there is a rise in crime with rental properties. She does not want to see this area which has been single family, to turn into something where she just lived. She feels it is going to become too populated. She said give the residents a choice of what we want it to be. She said there should choices presented to the residents and they should be given the opportunity to vote on what they want. She said a lot of people do not agree with this.

Valarie Gulke-517 Elm Street, Neenah

She stated this is the first home by herself. She does not want to see it turn into a slum because she has lived in Milwaukee. She has looked into rental properties and nobody cares about their rental properties. She said there was a rental house across from her and it was a drug house. She said this is what is going to happen to the neighborhood so please do not change it.

Kela Ellis-620 Hansen Street, Neenah

She said she moved to Neenah three years ago. She said she moved into a beautiful neighborhood and couldn't ask for better neighbors. She said she feels safe in this city and have told people how wonderful Neenah is. She said it worries her because she knows the dynamic of the city will change and the dynamics of this neighborhood will change with the amount of people that will be coming in. She said there are parking issues. She asked where are the renters going to park. She would like the commission to please reconsider because we're against it.

Shannon James-516 Hansen Street, Neenah

She said questions have been asked to this commission and we have been given no answers. The commission has done nothing to help us understand what you're you doing to make us feel more comfortable about this. She said we have not received answers on where people are going to park. She said people are complaining about the renters and density that will come with this project.

She said there are a lot of different reasons why this is an inappropriate choice to rezone. She said renters are not horrible people and there is a need for affordable housing. She said though you don't take a 100 year old neighborhood and bring this in. She said you plan for that type of housing, you plan your community with that type of housing in mind, and you just

don't do this to people. She does not feel that the commission is listening and that this is just a formality and does not understand why this is going through so quickly and needs to slow down. She said that it seems some poor choices were made financially by the school district and maybe that the city as well. It seems that you are just rushing this through because someone's in trouble and they have some money and they have to get it taken care of.

Mr. Spanbauer spoke again and added this is a great opportunity for the City of Neenah Council and residents to work together and do something great just as SF Shattuck did over 100 years ago.

Gerry Sitor-1424 Mansur Drive, Neenah

He said he grew up in Chicago and is familiar with high density housing. He said he could hear his neighbors fighting because they were 10 feet away. He said it was his ambition to move out of Chicago. He said he lived in rental housing and his father was the landlord. He said people are not bad they are just awfully close. He moved to Neenah 30 years ago and thought he had gotten away from the big city. He said every square lot and every open space is filled with another house. He said he would be very disappointed to see that mentality going on here. He said how will this improve the quality of life for the people living here. Does it make it better? He said is the city so desperate for tax revenue that they have to fill every empty space with buildings. He urges to give that some thought because the mistakes made here won't be corrected over a year or two, we will live with them for the rest of our lives. He said he is not familiar with what the planning commission does, but that there must be a master plan for the City of Neenah. He said there must be a plan that addresses what you want the city to look like years down the road. He stated that we must ask what kind of people do you want here and what kind of people do you want to go into school with your children.

Chairperson Mayor Lang closed the public appearance forum.

Chairperson Mayor Lang stated that there have been some adjustments made to the developers plan. She asked that Northpointe Developer Andy Dumke update the Plan Commission on the changes.

Mr. Dumke stated that the one of the concerns of the neighborhood is with the duplex lots. He stated that Northpointe Development is committed to today is taking the green space and opening it up to Laudan Boulevard and donating it to the city for a park. He also stated that they are eliminating the remainder of the duplexes that were part of the original proposal and converting them to single family homes.

Mr. Dumke stated that there is a misunderstanding that all of these homes will be renter occupied. He stated a home owner can rent out their house, but wanted to make it clear that Northpointe intends to develop the lots and market them for single-family homes.

Chairperson Mayor Lang asked Deputy Director of Community Development, Brad Schmidt to give an overview of the proposal.

Deputy Director Schmidt stated that he first wanted to explain what the City's role in this process is. He stated there has been conversation that the city should deal with this property. Deputy Director Schmidt stated that this is not a City owned property.

Deputy Director Schmidt stated that how the city approaches rezoning applications is dictated through the city's zoning code. He stated that when the City receives an application for rezoning an informal public hearing is held. He stated that Wisconsin State Statute also requires a formal public hearing to be scheduled. He stated that with the formal public hearing, a notice is required to be placed in the newspaper on two separate occasions and all neighbors within a 200 foot radius must also be notified by mail.

Deputy Director Schmidt presented a power point presentation that further explained in detail what a Traditional Neighborhood District (TND) is, gave examples of other TND's in the City of Neenah, explained the City's Comprehensive Plan, and showed a scenario of costs associated with development if the property were to be developed as single-family.

Director Haese presented a power point presentation that addressed the property value and traffic impact concerns of the residents and provided examples of other multi-family developments that have not affected the property value of homes in the surrounding neighborhoods.

Commissioner Genett asked if there will be parking for the rental units. Deputy Director Schmidt stated that there will be two parking stalls per unit. Commissioner Genett stated so no need for on-street parking. Deputy Director Schmidt stated that is correct.

Commissioner Hancock-Cooke asked who controls the type of single family homes that will be built. Deputy Director Schmidt stated that with the TND there will be architectural standards that will have to be met.

Alderman Steiner asked what the standard vetting process will be for the rental units.

Mr. Dumke stated that a management company will be in charge of renting the units. He stated there will be a full time, on site manager as well as a full time maintenance person. He stated that only the name on the lease will be allowed to live in the rental unit.

Director Haese stated that if there is an issue with a tenant in a unit, is it the tenant who is living in the unit, their responsibility to deal with that issue. Mr. Dumke stated yes, and if it becomes disruptive to the rest of the residents we could evict them.

Commissioner Hancock-Cooke asked if the management company is made aware of a person living in a unit that is not on the lease, what is done. Mr. Dumke stated that we could evict the tenant.

Commissioner Ellenberger asked if a crime is committed by a tenant, what will be the threshold to have someone evicted. How will the manager of the building find out about it, is it self-reported? She stated that she thinks that is what worries a lot of the residents.

Mr. Dumke stated that whatever the management company is legally allowed to do they do. He stated that when there is a lease renewal, a new background and criminal check is done.

Commissioner Andrews stated that there seems to be a lot of misunderstanding of how this process takes place. He stated that there have been requests for the city to slow down, but this is our normal process. He stated we did not go out and look for this project. He asked the Neenah Joint School District (NJSD) Superintendent, Dr. Pfeiffer how this property was marketed and how the developer came to the city with this project.

Dr. Pfeiffer stated that formally the property was marketed through Pfefferle. She stated that informally, it was part of the referendum. She stated that the NJSD made a commitment to the community that we would be selling the Shattuck property should the referendum pass.

Commissioner Ellenberger asked Dr. Pfeiffer what impact this sale will have on the clinic that is currently in the Shattuck building. Dr. Pfeiffer stated that it will cost \$600,000 to move the wellness center if the property is sold.

Aldersperson Steiner asked Dr. Pfeiffer what will happen to the property if this is not passed and no new developer came forward. Dr. Pfeiffer stated that the school will be vacated at the end of the school year. She stated the building would need to be secured in some way, possibly with a fence all around the property. She stated is a liability for the school district and we have to create a safe environment so people do not get hurt.

Discussion was held on how the project is proposed to be funded and how section 42 and historic credits are used in the funding and how density relates to the cost of the project.

Commissioner Andrews asked Mr. Dumke how he was made aware of the property. Mr. Dumke stated that another broker from Green Bay that he had worked with in the past on another development similar to this one, informed him of the property.

Director Kaiser asked if the number of units in this project were part of the master plan and how will that be adjusted with the proposed elimination two family homes.

Deputy Director Schmidt stated that the number of units in the building and the number of single family lots will be part of the master plan. He stated if that number is reduced it would still be consistent with the master plan. He stated if the number were to increase, it would have to come back through this process.

Commissioner Andrews stated that he lived on Doty Island for 36 years. He stated that he saw the removal of the Jerslid building and old grocery store. He stated that the property still is empty. He stated the residents are asking for this Shattuck site to be all green space and made into a park, but there are better places for a park. Commissioner Andrews stated he has toured some of Northpointe's property and believes this is a good development.

Action Items

- a. **Future Land Use Amendment** - Shattuck Middle School (PC Resolution No. 2022-2 & Ord. No. 2022-20)

Aldersperson Steiner stated that we're all here because we care about the community. People might have different opinions and different perspectives but we all care about Neenah. He appreciates that everyone has come and showed up because from his perspective the more involvement that there is across the board, the better community we have. A lot of consideration evaluation, and assessment was done on what is the most important thing for our city, what is the best avenue and best decision to be made. He stated with the Shattuck building in its current state, this property contains a lot of unique and challenging characteristics and economic realities which make financing the property very difficult. Based on the reality that this property has been available for purchase including up to tonight and has only received one actual pen to paper bid, it leads him to a reasonable conclusion that the approach created by NorthPointe is truly the only economically, viable and best use of this property. He stated that he has great concern that this property will be left abandoned for an extended period of time and of unknown duration. He stated that he has viewed the property in Oshkosh that NorthPointe converted from a schoolhouse into apartments. He stated that he went down there with a skeptical eye and with concerns that have been raised to me. I asked very specific questions of NorthPointe in regards to what has been raised over email, phone calls and in person discussions. He stated that the apartments are beautiful. These are not tenements. He stated they have high ceilings, they have hardwood floors, they're better than the apartments that I was in when I first graduated and worked for a public accounting firm. He stated that he knows that there are concerns about renters living in this area and causing problems. He stated that there are very specific and strict vetting requirements imposed on this property. In addition, nearly everyone I know at some point rented. He stated that one of his first memories are of his mom and him (she was a single parent), living in a one bedroom apartment. He stated that he remembers knowing the names of my neighbors and remembers individuals taking care of me when my mom had to work extra hours. He remembers the feeling of community and he knows that's not indicative of every single apartment complex, but my memory is not of some of the horror stories that I've heard today. It's just my own personal experience. He stated that each of us has a home because something prior change, something was

removed. Something had to make way so that we could live where we are. None of us would have homes if at some point there was some development that changed the previous existence of whatever there was before. The city and many others across the country are in need of affordable housing for working families the same as housing was in need each time our home was built. He stated that he does respect resident's viewpoint and that's why he has taken the time to talk to several of you and read emails. He stated that he thinks that the residents are very sincere in their concerns. He stated that he does respectfully disagree with some of the comments and with some of the conclusions that this will destroy the neighborhood and Neenah as past developments including rentals, have not destroyed the wonderful city we call Neenah, He stated that he will be voting for a recommendation to change the zone to TND.

Commissioner Genett stated that those of us who have lived in single family neighborhoods are not immune to having renters in our neighborhoods. She stated anyone can purchase a home and rent it out. She stated that we are going to get more management of these rentals in this kind of development than if it is just left to be a single family neighborhood. She stated that she also toured the Northpointe, Oshkosh apartments and was very impressed.

Chairperson Mayor Lang stated that two and a half years ago when any Neenah Joint School Districts referendum passed the decision was made to build a new high school. At that time, it also became known that the Shattuck property would no longer be used as a school building, starting in 2023. Since that time, the Shattuck property has been understood to be for sale. Five months ago, a proposal was put before the community in the form of a neighborhood meeting conducted by the Neenah Joint School District. At that meeting, the Neenah Joint School District introduced NorthPointe as a potential buyer for the Shattuck site. This is no small task to consider or envision what the site could become. Having spent her entire childhood in this neighborhood and having attended Shattuck for 9th and 10th grade, and having bought her first house in the adjacent neighborhood, it is frankly difficult to imagine it being anything but the school property we have all known it as. It has in fact been a school property for nearly 100 years. However, it has been clearly understood for at least the past two and a half years that the Shattuck building would no longer be used as a school. There are basically two options with this property, and more specifically, the Shattuck building itself which frankly is the most difficult part of the issue. One is to demolish it, and one is to rehabilitate it. Again, over the course of the past few years, it has been well understood that this historic property would no longer be used as a school. There are only a handful of developers within the state who do the extremely complex work of historic renovation properties. One of those developers NorthPointe, has submitted an offer to the Neenah Joint School District for consideration. The Planning Commission now must make a decision on whether the proposal at hand, rezoning the parcel as a Traditional Neighborhood District and the

ORD NO 2022-20

concept plan presented by NorthPointe is a viable and appropriate plan to recommend to the City Council. As we have learned Traditional Neighborhood District zoning is not new nor is inappropriate for this parcel of land. Rezoning the parcel to TND in fact, gives the city more flexibility and more control over what happens on the site than it does to leave the parcel R1. A TND for instance, requires that open space be set aside within the parcel. One of the concerns of the neighborhood is losing the green space that they're accustomed to. Rezoning to TND would require open space to be set aside and the NorthPointe plan includes that. Some have said they would like the entire property to be developed a single family homes. Unfortunately, that is not economically feasible considering the high cost to remove the Shattuck school building, fairly estimated to be at least \$2 million. That suggestion of only single family homes also eliminates all of the green space of the neighborhood which seems to be a concern for many. Question of rushing to a decision on this project has also been put forward. The property in question has been known to be available for at the very least a couple of years. Our job as members of the Planning Commission is to recommend or deny this proposals based on the determination of whether it fits the appropriateness test. This is the proposal that is before us. There's so much more that she could say, but she will withhold at this point and simply say she supports this proposal. She thinks it is the highest and best use of the Shattuck building and the surrounding property and I will be voting in favor of it at this time.

MSC Andrews/ Steiner, the Plan Commission recommends to Common Council to approve the Future Land Use Amendment-Shattuck Middle School (PC Resolution No. 2022-2 & Ord. No. 2022-20) Roll Call Vote 6/1 (Commissioner Ellenberger). Motion passed.

- b. **Rezoning – Shattuck Middle School (600 Elm Street) - Traditional Neighborhood Development District (Ord. No.2022-21)**

ORD NO 2022-21

MSC Kaiser/Andrew, the Plan Commission recommends to Common Council to approve the Rezoning-Shattuck Middle School (600 Elm Street)-Traditional Neighborhood Development District (Ord. No.2022-21) with the modifications presented to the Plan Commission at the meeting of November 29, 2022 of the removal of all the duplexes. Roll Call Vote. 6/1 (Commissioner Ellenberger)

Site Plan #10-22 -223 Edna Avenue-Storage Building

Deputy Director Schmidt stated that the only condition of approval is the removal of cargo shipping containers which are not permittred per code. The applicant is proposing to construct a storage building for the storage of foundry sand.

MSC Genett/Andrews, the Plan Commission recommends Common Council approve the Site Plan #10-22 -223 Edna Avenue-Storage Building. All aye. Motion passed

c. CSM #13-22-515 W North Water Street-Lot Line Adjustment

Report

MSC Ellenberger/Steiner, the Plan Commission recommends Common Council approve the CSM #13-22-515 W North Water Street-Lot Line Adjustment. All aye. Motion passed

Discussion Items:

None

Announcements and future agenda items:

a. Next meeting: December 13, 2022

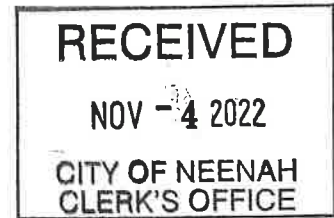
Adjournment: The Commission adjourned its meeting at 6:00 p.m. MSC Ellenberger/Genett. All Aye. Motion passed.

Respectfully Submitted,



Lisa Mroczkowski
Office Manager, Department of Public Works

Judd Stevenson
632 Reed Street
Neenah, WI 54956
(920) 540-2393
judd.d.stevenson@gmail.com



MEMORANDUM

TO: Neenah Plan Commission, Neenah City Council, Mayor Jane Lang, Neenah Community Development Department (CDD)

RE: Rezoning Shattuck Middle School

DATE: November 3, 2022

This memorandum is in opposition to the rezoning of Shattuck Middle School to “Traditional Neighborhood Development District” for the following reasons:


1. Attached are 554 verified signatures (278 in person petitions/276 online petition) opposing the rezoning of Shattuck to allow for rental housing. The CDD sent an email last week that stated, “The public hearing notice letter for the Shattuck Middle School rezoning will be mailed this afternoon with receipt expected by this weekend. Approximately 185 property owners surrounding the Shattuck Middle School property will receive the letter.” **These 554 signatures are three times the number of notices that were sent out notifying of “public hearing”.**
2. The proposed zoning classification, “Traditional Neighborhood Development District” although listed in the municipal code as a verifiable district, is not actually listed in the City’s zoning map app online as shown in the attached zoning map. Obviously the attached doesn’t show the entire city, just Shattuck area, but note the table showing the zoning classifications and there is no TND. I asked for a .pdf copy of the zoning map for the entire city from the CDD but was told there is not one, but to use the app.
3. This zoning change appears to contradict a statement made by Brad Schmidt, Deputy Director of CDD, on August 9, 2022, in a memorandum to Mayor Lang and the Plan Commission (attached to this package) regarding Rezoning C-1 District to R-1 District – 684 Congress Street. Mr. Schmidt states, “This category is intended to protect and strengthen existing neighborhoods. The R-1 zoning district is consistent with the Comprehensive Plan’s future land use map.” 684 Congress Street is one block from Shattuck Middle School. **Shattuck Middle School should be zoned R-1 to keep consistent with the Comprehensive Plan’s future land use map, AND, the consistency of the neighborhood.**

4. Of the six apartment complexes that have been approved by the City of Neenah in the past five years, totaling 811 apartment units, almost all are surrounded by either Industrial, Commercial or Multi-family zoning. Attached is a document showing the apartment complexes that have been approved and the zoning surrounding those complexes. Beyond the staggering fact the City has approved 811 apartments to be constructed in the past five years, only one has R-1 zoning adjacent to most of the development. Shattuck will have 3 out of four sides surrounded by EXTENSIVE (meaning several blocks worth) of R-1 zoning. Yet this project proposes at least (I say at least because once this gets developed, the chances of someone wanting to build a single-family townhome for ownership purposes next to \$900-\$1200/month apartments is very slim) 132 rental properties.

5. Lastly, I'm very disappointed in the way the community has been engaged in this process. To send out a notification that is received roughly ten days prior to the Plan Commission meeting and public hearing, then holding the public hearing on the same day a decision is going to be made on the proposal, appears to the public you're just going through the motions of having a public hearing without any possibility of digesting the material provided and researching further any information that may need further research. I feel like the Plan Commission is simply going to sit through the hearing, then vote in favor of the recommendation of the CDD, which has been working with the developer for months without public input on the proposal that is presented today. Yes, the response will be there was a public meeting held by the School District on this project in June, 2022, but it wasn't THIS proposal. Yes, this proposal is similar to the one presented in June, 2022, but you must realize the vast majority of the 100 or so attendees of that meeting (90% at least) were against the proposal. I believe just 3-4 people spoke in favor of the proposal at that time.

Thank you for your time and attention in reading my concerns. I stand ready and able to help put together a project for this neighborhood that fits the neighborhood characteristics, and quite possibly bring greater tax revenue to the City of Neenah.

Sincerely,



Judd Stevenson

Attached: 4 attachments

We, the Shattuck Middle School neighborhood, and concerned citizens of Neenah, petition the Neenah City Council, Neenah Plan Commission and Neenah Department of Community Development to deny the rezoning of Shattuck Middle to allow for rental housing.

We feel the density of housing units proposed by Northpoint Development to turn Shattuck Middle School into 100 apartments, and sell individual and duplex lots on the remainder of the Shattuck property along with two 8-unit apartment buildings will destroy the single-family neighborhood fabric that has been the staple of this neighborhood for generations.

We support the development of single-family housing for Shattuck Middle School because ownership creates a stake in the neighborhood while rentals create transient living. This single-family housing could take the shape of possibly condos for the Shattuck Middle School building. The development of the remainder of the property we support single family homes, not rentals.

Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
	Caitlin Arnesen	213 High St	715-225-4963
	Kayla Weyker	517 Chestnut	920-905-1505
	Stephanie Tipler	142 Meade St	920-475-6988
	Pieter Beshoven	205 Basworth ct	734 709 3871
	Nicole Fen	147 olde school Rd	920 634 5681
	Curtis J. Dachelet	121 Regent Place	920 809 3379
	Elizabeth Dachelet	121 Regent Place	920-428-0144
	Katie Hering	1525 Fallow Dr.	920-428-8655
	Megan Burke	1375 whispering pines Ln	920-410-7135
	Steven Lund	651 Chestnut St	920 277 4955

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ Janie Albert	Janie Albert	305 Laudan Blvd	920 422 0214
✓ Janie	Janie Jordan Albert	305 Laudan BLVD	920 422 2455
✓ Wendy	Kara Munoz	315 Laudan Blvd	920-410-7922
✓ Becky Froehlich	Becky Froehlich	709 Chestnut St	920-268-9686
✓ Kris Payette	Kris Payette	675 Chestnut St	920 215 3895
✓ Heather Gruber	Heather Gruber	1241 Campbell St.	920 915 4768
✓ Logan Gruber	Logan Gruber	671 Oak St.	920 - 205-1858
✓ Lori Masin	Lori Masin	656 Oak St. Neenah	920 - 475-3155
✓ Donna Borszich	Donna Borszich	670 S Western Ave Neenah	920-725-8857
✓ Elisha Tappin	Elisha Tappin	673 Oak St. Neenah	715 250 0316

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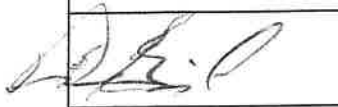
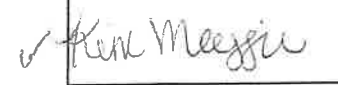
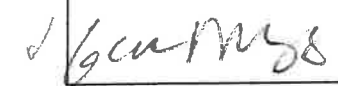
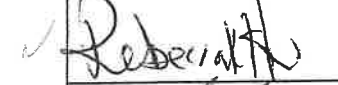


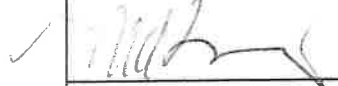

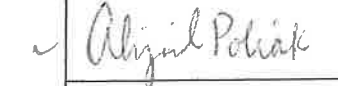
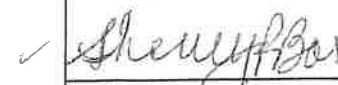
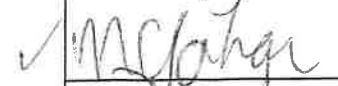


Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
	Hunter Kempf	943 Sund street	920-716-5060
	Riley Kempf	943 Sund Street	920-645-3811
	Susette Charlier	1114 Green Acres Ln. Neenah	920-722-1498
	Dee Wais	1096 Reed St Neenah	920-729-5432
	Michael Protheroe	424 10th St Neenah	920-277-2444
	Crescentia Holbrook	613 Fairview AVE Neenah	920-746-8665
	James Lang	633 Chestnut st Neenah	920-279-0192
	Elizabeth Lang	633 Chestnut St Neenah	920-203-1090
	Nancy Swanson	1743 Harrison St Apt 11 Neenah	920-215-3325
	Anne Greif	2031 Brookview St Neenah	920-205-2085
	Brenda Protheroe	424 10th St Neenah	920-205-9113
	Laura Kempf	629 Chestnut St Neenah	920-740-2045

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
	DANIEL BAIRD	245 STEVENS ST.	920-460-7317
✓ 	Kimberly Maggio	712 Congress Pl	920-475-9586
✓ 	Eric Maggio	712 Congress Pl	920-540-6960
✓ 	Rebecca Hamrin	701 Congress Pl	414-333-7001
✓ 	Daniel Hamrin	701 Congress Pl	414-333-7800
✓ 	Anna Ponikvar	707 Congress Pl	920-410-4491
✓ 	Michelle Perry	697 Congress Place	920 205-6750
✓ 	Adam Poliak	693 Congress Place	920 904437
✓ 	Abigail Poliak	693 Congress Pl	970 713 0160
✓ 	Sherry Boris	122 Regent Place	920 725 0219
✓ 	Melissa Shaker	221 Stevens St.	920 205-7832
✓ 	Warren Moede	218 Congress Street	920 928 2139
✓ 	CAROL MOEDE	218 Congress Street	415 596 1204

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ Kathleen M. Ronney	Kathleen M. Ronney	669 Congress St., Neenah WI 54956	920-427-3148
✓ Justin Hammer	Justin Hammer	638 Congress St. Neenah, WI 54956	920-264-5861
✓ Stephen Kuehl	Stephen Kuehl	637 Congress St. Neenah, WI 54956	920-376-2743
✓ Stacey Daniels	Stacey Daniels	613 Congress St. Neenah	920-428-1368
✓ Sarah Gerarden	Sarah Gerarden	209 Congress St. Neenah	920-850-5064
✓ David Gerarden	DAVID GERARDEN	209 CONGRESS ST. NEENAH	920-268-4246
✓ Julie Clark	Julie Clark	320 Congress St. Neenah WI 54956	920-216-7653
✓ Tiffany Brown	Tiffany Brown	612 Congress St. Neenah 54956	920-205-6928
✓ Kelly Brey	Kelly Brey	672 Congress St Neenah 54956	920-858-2180
✓ Kathy Dwyer	KATHY DWYER	671 CONGRESS ST Neenah 54956	920-840-3068

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ Paul Kelly	Paul Kelly	665 Congress St.	920 454-0750 920-3550
✓ Polly Kelly	Polly Kelly	665 Congress St.	920-454-0756
✓ Elisabeth Hyatt	Elisabeth Hyatt	664 Congress St	208-792-1920 920-
✓ Jeff Hintz	Jeff Hintz	707 Congress St	920-419-3276
✓ Junille Hintz	Junille Hintz	707 Congress St.	920-419-2376
✓ Jeremy Sibel	Jeremy Sibel	746 Congress St.	414-750-4182
✓ Ken Michener	Ken Michener	668 congress ST	920 903-0439
✓ Mardene Welter	Mardene Welter	761 Congress St	920-450-0401
✓ Katherine Krock	Katherine Krock	753 Congress St.	920-725-8550
✓ Benjamin Hoff	Benjamin Hoff	757 Congress St	920 843 0995
✓ Kimberly Hoff	Kimberly Hoff	757 Congress St	920 843 0904
x Chloe Demerath	Chloe Demerath	747 Congress St.	920-284-1802

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
	Andrew Dwork	315 Laudan Blvd	920 410 6988
	Erica L. Slye	2042 Marathon Ave	920 627 1033
	Sara Matuszak	2604 Marathon Ave	920 277 8971
	Ann Ginke	707 Chestnut St	920-729-1938
	Liz Ginke	1028 South Park Ave Neenah	920-722-8140
	Ray Froelich	709 Chestnut St	920-858-0627
	Daniel Dobin	719 Chestnut St	916-990-8483
	BRUCE KROEBER	505 DIECKHOFF ST	608 846-9878
	Janice Janssen	646 Chestnut St Neenah	920 427-9707
	Chelsea Kehake	1640 Hendleton Rd Neenah	920-422-3032
	Indra Gibson	1222 Nature Trail Dr. Neenah	262-894-4107
	Kylie Saine	1309 Fall View Lane	614-483-1191

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ <i>Bradley Jensen</i>	Bradley Jensen	740 Chestnut St	920-250-2693
✓ <i>Paul</i>	Paul Schrautnager	732 Chestnut St	920-540-0454
✓ <i>Donna Larson</i>	DONNA LARSON	764 Chestnut St	920-725-1188

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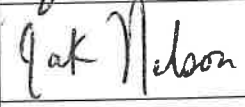

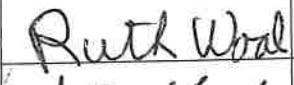
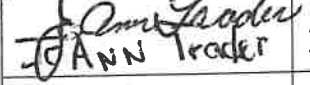





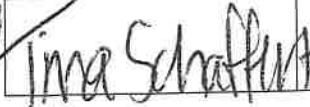
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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ Brian J.	Brian Janssen	646 Chestnut St	(920) 475-2863
✓ Jody Drake	Jody Drake	650 Chestnut St.	(920) 205-1433
✓ Jesse Drake	Jesse Drake	650 Chestnut St	920-419-1432
✓ Lynne Osmar	Lynne Osmar	534 Chestnut St	722-3245
✓ Jackie Paustian	Jackie Paustian	757 Oak St.	414-467-5019
✓ Kristina Paustian	Kristina Paustian	761 Oak St.	262-994-3561
Maria Argenal	Maria Argenal	509 Division st.	920-3780218
✓ Cheryl LeBoy	Cheryl LeBoy	511 Division St	920-277-0847
✓ Renee Naemi	Renee Naemi	5601 Oak St	920 427 0529
✓ Paul Bogenschutz	Paul Bogenschutz	582 Oak St	920-540-6564
✓ Valery Splittgerber	Valery Splittgerber	603 Chestnut St.	920-312-1502
✓ Karen Jensen	Karen Jensen	609 Chestnut St	920-7225623

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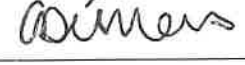

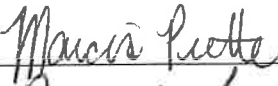






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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ 	David Marta	614 Chestnut st	920-573-7028
✓ 	Murdock Wade	628 Chestnut st	920-700-7027
✓ 	Jak Nelson	628 Chestnut St	920-486-0298
✓ 	Dianne Fische	617 Chestnut Street	920-850-7040
✓ 	RUTH WOOD	613 Chestnut ST	920-725-4720
✓ 	JoAnn Trader	625 Chestnut st.	920 213 6251
✓ 	Ben Vanden Heuvel	645 Chestnut	920-284-3502
✓ 	Kristin Vanden Boom	208 Bosworth Ct.	920-830-1919
✓ 	Ann Marie Guber	671 Oak St	920-252-3330
✓ 	Lizzy Guber	671 Oak St	920-255-1558
✓ 	Karmelle Bost	673 Elm ST	920-450-7085
✓ 	Tina Schaffert	337 laudan Blvd	920-279-5070

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
	Chris Franz	668 Chestnut St	920-716-3655
	Ryan LaPlin	6388 S. Paynes Pt. Rd.	920-810-0002
	Anthony Stancer	672 Chestnut Street	920-572-4406
	Cassie Demars	676 Chestnut Street	920-903-0840
	Kris Payette	695 Chestnut St	-
	Marcia Pielte	667 Chestnut St	920-275-6311
	Don Pielte	667 Chestnut St	920-205-1141
	Mark Wampole	663 Chestnut St	920 851 6167
	MARK KELLERMANN	653 CHESTNUT ST NEENAH	(920) 722-1793
	Cheryl Timm	649 Chestnut St	920-243-3424
	Kathy Kellermann	653 Chestnut St.	920-722-1793
	Mike Gransitter	634 Chestnut St	920 915-6823

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
	Amy Young	632 Chestnut St. Neenah	920-450-4131
	Matt Mustain	624 Chestnut St. Neenah	920-312-1837
	Katrina Rojo	620 Chestnut St. Neenah	920-527-1789
	Brander St. Peter	620 Chestnut St Neenah	920-858-8167
	Brandi Engen	662 Chestnut St Neenah	920-209-7499
	Lois Krake	661 Chestnut St Neenah	920-740-5382
	Tracy Backer	657 Chestnut St Neenah	920-475-6908
	Arturo Leon	641 Chestnut St Neenah	920-205-9198
	Caitlyn D'Amico	641 Chestnut St Neenah	920-205-9198
	Patricia Davis	640 Chestnut St	920-716-2799
	Kyle Hartzen	637 Chestnut St.	(608) 628-5286
	Bailey Mutsen	637 Chestnut St	920-422-3293

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
	Deborah A Small	441 E Franklin Ave	920 841 3906
	Lee V Small	441 E Franklin Ave	920 851 5337
	Steve Ehike	420 Washington Ave	920-257-6805
	Judith Leach	324 Washington Ave	920-725-1260
	Janet Spahn	321 Washington Ave	920-574-4832
	Lynne Paba	419 Washington Ave	920-722-0615

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ <i>[Handwritten Signature]</i>	Nevis MARTIN	678 Reed St.	920- 378-2336
✓ <i>[Handwritten Signature]</i>	Joseph Wolkman	746 Reed St.	920- 843-0122
✓ <i>[Handwritten Signature]</i>	Robert vanBoegant	702 Reed St	920-268- 8172
✓ <i>[Handwritten Signature]</i>	Angelo Van Boegant	702 Reed St	651-269-2659
✓ <i>[Handwritten Signature]</i>	Kathigh Hilger	744 Reed St	920-268-5015
✓ <i>[Handwritten Signature]</i>	Matthew J. Wilson	760 Reed St.	920-205-2927
✓ <i>[Handwritten Signature]</i>	Sally Erdman	764 Reed St	920-725-4619
✓ <i>[Handwritten Signature]</i>	Lisa LaFleur	778 Reed St	920-716-1150
✓ <i>[Handwritten Signature]</i>	Roxanne Slowatyniec	777 Reed St	920-637-4217
✓ <i>[Handwritten Signature]</i>	Lisa Dohr	765 Reed Street	920-277-3174
✓ <i>[Handwritten Signature]</i>	MART Larsen	768 Reed St	920-851-1410

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ Shelly Rabe	Shelly Rabe	674 Reed St	817-504-7262
✓ Regina Wessenberg	Regina Wessenberg	1311 Inverness Lane Neenah WI 54956	920-428-7961
✓ JOHN SIMPSON	John Simpson	1311 INVERNESS LANE NEENAH, WI 54956	920-312-8860
✓ Dean Hoks	Dean Hoks	682 Reed St Neenah WI 54956	920-740-1901

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✓ Tyler Luebke	Tyler Luebke	519 Washington Ave	920-722-3910
✓ _____	Jill Lueske	3222 WESTFIELD RIDGE	920 915 2245
✓ _____	Tiffany Schmalz	430 E. FRANKLIN AVE	920 2772877
✓ _____	Renee Miller	502 Surrey Ln.	(920) 486-1301
✓ _____	Kristin Hartzheim	612 Kessler Dr.	608 228.3192
✓ Susan Bernier	Susan Bernier	517 Emerson St	920-205-5351
✓ Teresa Ludka	Teresa Ludka	2442 Woodland Terrace	920-574-5974
✓ Kelly Fahmberg	Kelly Fahmberg	213 Riva Ridge Ln.	920-202-4914
✓ _____	Krista Maclead	6336 PAYNES POINT Neenah WI	(414)-840-5454
✓ _____	Tara Muckernide	514 Washington Ave	920-878 0065
✓ Thomas Gill	Thomas Gill	444 Washington	
✓ _____	Susan Knuth	414 Washington	

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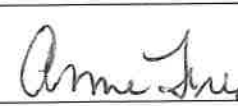
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<i>Connie Gauerke</i>	Connie Gauerke	347 Washington Ave.	920-570-0230
<i>Richard Gauerke</i>	Richard Gauerke	347 Washington Ave	920-570-1168
<i>R. L. Gauerke</i>	Rhiannon Gauerke	230 Byrd Ave # 5	920 574-0762
<i>C. Meyl</i>	CATHY MEYEL	454 Washington Ave	920-7254753
<i>C. S.</i>	CHRIS SWEDER	436 Washington Ave	920-851-5606
<i>Patricia Atteying</i>	Patricia Atteying	708 Chestnut St	262-483-0365
<i>Samarthalies</i>	Samarthalies	316 Pine St.	906-721-6025
<i>Aaron Zenner</i>	Aaron Zenner	510 E Franklin Ave.	920-522-2551
<i>Rhonda Smith</i>	Rhonda Smith	508 E. Franklin Ave.	920-460-6131
<i>William Waldhart</i>	WILLIAM WALDHART	333 E FRANKLIN AVE	920-722-3074
<i>Lori Hein</i>	Lori Hein	429 E Franklin Ave	920-268-9985
<i>James Hein</i>	James Hein	429 E Franklin Ave	920-843-0777

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
	Jimmy Saxe	2642 Marathon Ave	920-470-4416
	Krista Olson	1827 Nation ct	920-585-0921
	Patti Taylor	671 Chestnut St.	920-716-5806
	Tim Fredrickson	658 Chestnut	920-915-6184
	Anne Fredrickson	658 Chestnut	920-915-5933

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
<i>Richard Paske</i>	Richard Paske	862 E. Cecil St	920-722-8357
<i>Jan Paske</i>	Jan Paske	862 E Cecil	920-722-8357
<i>Will Scribner</i>	Will Scribner	854 E. Cecil	920-725-5427
<i>Sharon Scribner</i>	Sharon Scribner	854 E. Cecil St	920-725-5427
<i>Enca Duda</i>	Enca Duda	853 E Cecil St.	920.889.8254
<i>SAGE MEYER</i>	SAGE MEYER	853 E CECIL ST	970.402.9593
<i>Matt Abiton</i>	Matt Abiton	863 E. Cecil St.	562 3550574
<i>CECIL WILKINSON</i>	CECIL WILKINSON	803 E CECIL ST	714 317-0023
<i>Esther La Ford</i>	Esther La Ford	874 E. Cecil St	920-284,3014
<i>Kendra Heckmann</i>	Kendra Heckmann	637 Hansen St.	920-725-4679
<i>Sue Lenz</i>	Sue Lenz	648 Hansen St.	920-722-3523
<i>TOM JENSEN</i>	TOM JENSEN	532 RIFORD RD.	920-427-2882

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ Kip Whitling	Kip Whitling	212 Yorkshire Neenah, WI 54956	920 378-1388
✓ Stacy Cupara	Stacy Cupara	977 Higgins ave Neenah, WI 54956	920-312-4461
✓ Lisa Fuchs	Lisa Fuchs	1378 Eagle Feather Tr. Neenah, WI 54956	920-810-4541
✓ Tiffany McLoughlin	Tiffany McLoughlin	1740 Golf Bridge Dr Neenah	
✓ Janet Radue	Janet Radue	1572 Bruce St. Neenah, WI 54956	920 722 4523
✓ Tim Wymann	Tim Wymann	978 Millpond Lane 54956	920-915-9244
✓ Jan Mauer	Jan Mauer	616 S Green Bay Rd Apt 3 54956	920-486 3334
✓ Debra Kupke	Debra Kupke	7139 Primrose Ct	920-257-7625
✓ PHIL KUEHL	Phil Kuehl	637 Congress St.	(920) 517-1054
✓ Cory Kuehl	Cory Kuehl	637 Congress St. Neenah 54956	(920) 714-3971
✓ Kristin Arndt	Kristin Arndt	1743 Harrison St. Apt 9 Neenah WI 54956	920-915-5463
✓ Stephen Kuehl	Stephen Kuehl	637 Congress St.	920-376-2743

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ <i>Miranda Prosser</i>	Miranda Prosser	1479 Whitetail Drive Neenah, WI 54956	920-527-5318
✓ <i>C Weinaug</i>	Cynthia Weinaug	1572 Kingswood Drive Neenah WI 54956	920-527-7703
✓ <i>P Weinaug</i>	Paul Weinaug	1572 Kingswood Drive Neenah WI 54956	920-486-3658

7/20 Due

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
<i>Matt Verhage</i>	Matt Verhage	745 Elm St Neenah	920-376-1179
<i>Sara Verhage</i>	Sara Verhage	745 Elm St Neenah	920-590-2482
<i>Scott Blank</i>	Scott Blank	741 Elm St.	715-771-0328
<i>Pat Ermis</i>	PAT ERMIS	754 ELM ST.	—
<i>Maryam Jaworowicz</i>	MARYAM JAWOROWICZ	754 ELM ST	920-474-5426
<i>Suzanne Elmer</i>	SUZANNE ELMER	753 ELM ST	920-964-4345
<i>Rhexenof Arboleda</i>	Rhexenof Arboleda	770 Elm St.	(920)284-2247
<i>Clarissa Arboleda</i>	Clarissa Arboleda	770 Elm Street Neenah, WI 54956	(920)750-9953
<i>Calix Arboleda</i>	Calix Arboleda	766 Elm St.	(920)630-1846
<i>James E Frankfort</i>	JAMES E FRANKFORT	776 ELM ST	920 722-853
<i>Chao Kelly</i>	Chao Kelly	778 Elm St	920 505 7785
<i>Chris Potratz</i>	Chris Potratz	508 E Cecil St	920-870-1265

7/14/22 Rain

~~S.A.I~~
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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ <i>Alyssa Costar</i>	Alyssa Costar	512 E Cecil St Neenah, WI 54956	(360) 259-1557
✓ <i>Tami Fulk</i>	Tami Fulk	761 Elm St Neenah, WI 54956	
✓ <i>Ed Fulk</i>	Ed Fulk	761 Elm St Neenah, WI	
✓ <i>Jan Payne</i>	Jan Payne	757 Elm St Neenah, WI	
✓ <i>Jay Kresber</i>	Jay Kresber	757 Elm St Neenah	
✓ <i>Arianna Verhage</i>	Arianna Verhage	745 Elm St	
✓ <i>R. Osborne</i>	R. Osborne	773 Elm St Neenah	
✓ <i>Heather Oberstadt</i>	Heather Oberstadt	516 E Cecil St. Neenah, WI 54956	
✓ <i>Angela Kunkle</i>	Angela Kunkle	719 Elm St Neenah, WI 54956	(920) 8-10-1071
✓ <i>Justin Kunkle</i>	Justin Kunkle	719 Elm St.	
✓ <i>Crystal Blom</i>	Crystal Blom	714 Elm St Neenah, WI 54956	715-440-3897
✓ <i>Scott Rice</i>	Scott Rice	717 Elm Neenah WI 54956	

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We support the development of single-family housing for Shattuck Middle School because ownership creates a stake in the neighborhood while rentals create transient living. This single-family housing could take the shape of possibly condos for the Shattuck Middle School building. The development of the remainder of the property we support single family homes, not rentals.

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NE

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NO
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NO

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
	Jayson Christensen	503 Elm St	920-903-0452
	BJ Hawk	512 Elm St	920-929-1860
	Hilary Mical	554 Elm St	920-470-1010
	Drew Bendixen	578 Elm St	920-750-1750
	Caitlin Birkholz	632 Elm St	920-312-3959
	Nicole Birkholt	532 Elm St	920-213-7659
	John Sawser	833 S Commercial St	920-517-7748
	Scott Smith	2513 Bishops Lane	920-378-1244
	Scott Wolf	713 S. Commercial St	920-594-0215
	Michelle Bobbitts	769 Elm St	920 277 3210
	Mark Hill	769 Elm St	920-636 5554
	Nathaniel Daus	749 Elm St.	920-585-7366

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We, the Shattuck Middle School neighborhood, and concerned citizens of Neenah, petition the Neenah City Council, Neenah Plan Commission and Neenah Department of Community Development to deny the rezoning of Shattuck Middle to allow for rental housing.

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ Mary Fink	Mary Fink	733 Elm St. Neenah	(920) 969-0174
✓ Greg Bucholtz	Greg Bucholtz	725 Elm St. Neenah	—
✓ David Tom	DAVID TOM	700 Chestnut ST	920-422-5422
✓ Pete Finch	Pete Finch	713 Elm St Neenah WI 54956	920 851 0178
✓ Cindy Koehn	Cindy Koehn	536 Elm St. Neenah	(920) 427-4072
✓ Mike Blohm	MIKE BLOHM	531 Elm St Neenah	920 (427) 8916
✓ Rick Gunderson	Rick Gunderson	845 Maple St Neenah	920 810-2847
✓ Megan Ruffin	Megan Ruffin	521 Burr Ave	920-475-9495
✓ Juan Saucedo	Juan Saucedo	756 Chestnut St Neenah WI 54956	414-935-8734
✓ Ken Mercier	Ken Mercier	756 CHESTNUT Neenah WI 54956	414-935-8737
✓ Sarah Mercier	Sarah Mercier	760 Chestnut St Neenah WI 54956	920 629 2401
✓ Sarah Mercier	Sarah Mercier	760 Chestnut St Neenah WI 54956	920-277-9920

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We, the Shattuck Middle School neighborhood, and concerned citizens of Neenah, petition the Neenah City Council, Neenah Plan Commission and Neenah Department of Community Development to deny the rezoning of Shattuck Middle to allow for rental housing.

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ William Wallingford	William Wallingford	120 Regent Place Neenah	215-6340
✓ Susan Wallingford	Susan Wallingford	120 Regent Place	920 215-6340
✓ Anne Mortell	Anne Mortell	245 Stevens St - Neenah	920-428-3139
✓ Veronica Simon	Veronica Simon	415 Park St - Neenah	722-0638
✓ Leesa Erickson	Leesa Erickson	1144 SnaggyBark Dr, Neenah	920-450-3985
✓ Anne Paulus	ANNE PAULUS	701 YORKSHIRE ROAD NEENAH	920 205-3751
✓ Judy Zaretzke	Judith Zaretzke	1129 S Pauline Neenah	920-722-1291
✓ Jan Paul	Janice G. Paul	602 Division St	920 725-6097
✓ David R Paul	David R. Paul	602 Division St	920 725-6097

We, the Shattuck Middle School neighborhood, and concerned citizens of Neenah, petition the Neenah City Council, Neenah Plan Commission and Neenah Department of Community Development to deny the rezoning of Shattuck Middle to allow for rental housing.

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ P.D. Florek	Phillip D. FLOREK	1146 Lynrose Lane	920-725-5789
✓ Mary Florek	Mary Florek	1140 Lynrose Lane	920-725-5787
✓ Paul Wogers	PAUL WOGERS	1223 Meadow LA	920 727 2139
✓ Elizabeth Glass	ELIZABETH GLASS	1242 FAWN DR, Neenah	920-722-3035
✓ Donald E Miller	DONALD E MILLER	1555 LYONDI Apts 28 Neenah	920 725 3778
✓ Sandy Miller	Sandy Miller	1555 Lyon Dr. Apt 32 Neenah	920-725-3778
✓ Thomas Crist	Thomas Crist	1148 Lynrose Lane, Neenah	920 216 3411
✓ Mary Jo Crist	MARY Jo Crist Deborah	1148 Lynrose Lane, Neenah	920-427-4347
✓ Deborah Griffith	Deborah Griffith	108 Regent St Nee	920-540-2342
✓ Gail Goetz	Gail Goetz	1135 Manor Dr. 25	920 213 2285
✓ David Zimmerman	DAVID ZIMMERMAN	1211 LYNROSE	920-725-6310
✓ Esther Zimmerman	Esther Zimmerman	1211 LYNROSE LN	920-425-4467

We, the Shattuck Middle School neighborhood, and concerned citizens of Neenah, petition the Neenah City Council, Neenah Plan Commission and Neenah Department of Community Development to deny the rezoning of Shattuck Middle to allow for rental housing.

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ [Signature]	Dennis Friedrich	760 Chestnut St	920/944-5571
✓ [Signature]	Sarah Kessler	760 Chestnut St	920-2086-7388
✓ [Signature]	RACHY Atencio	211 Langley Blvd	920810-1936
✓ [Signature]	DAVID Baramak	507 E Cecil St	920 969-3941
✓ [Signature]	Jared Frisby	1085 Holley Ct.	920-944-7333
✓ [Signature]	Jenny Morrow	470 Higgins Ave	920-470-9811
✓ [Signature]	Taylor Douglas	749 Elm St. Neenah, WI 54956	920 205 8882
✓ [Signature]	Kathy Jacobsen	508 E. Cecil St. Neenah, WI 54956	920-915-4615
✓ [Signature]	Jacobson	508 E Cecil St Neenah, WI 54956	920 915-7159
✓ [Signature]	Tony Van Smaalen	1607 Fenwick Ln Ct	

531 We, the Shattuck Middle School neighborhood, and concerned citizens of Neenah, petition the Neenah City
 531 Council, Neenah Plan Commission and Neenah Department of Community Development to deny the rezoning
 of Shattuck Middle to allow for rental housing.

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Signature	Print Full Name	Mailing Street Address in Neenah	Telephone
✓ Beth Martin	Beth Martin	717 Elm St Neenah, WI	920-729-4434
✓ Maribeth McCann	maribeth McCann	671 Elm St., Neenah	920-722-2032
✓ Kevin McCann	Kevin McCann	671 Elm St. Neenah	920-722-2032
✓ Diane Epertner	Diane Epertner	669 Elm St. Neenah	920-340-0518
✓ Sgt. Argo	Sgt. Argo	657 Elms, Neenah	920-810-8331
✓ Josh Argo	Josh Argo	667 Elm St., Neenah	920-404-1866
✓ Bethany Riley	Bethany Riley	655 elm.	715-254-5547
✓ Pat Riley	Pat Riley	655 Elm St	715-254-5548
✓ Mark Rattle	Mark Rattle	637 elm st	920-217-6759
✓ [Signature]	[Signature]	649 ELM STREET	920-277-2892
✓ Cory L. Grissom	Cory L. Grissom	535 Elm St	920-475-7411
✓ Michelle L. Grissom	Michelle L. Grissom	535 Elm St	540-6493 920-475-7411

Handwritten notes and marks on the right side of the table include: 729, 722, 667, 664, 625, 613, 605, 54, 637 st, 11, 675, 106.

#PROTECTNEENAHNEIGHBORHOODS
ON-LINE PETITION SIGNATURES

Name	Street #	Street Name	City	State	Postal Cod	Count	Signed On	Where Signed
Aaron Colby	153	Dehardt Ave	Neenah	WI	54956	US	7/6/2022	Online
Aaron Hughes	187	Villa Dr	Neenah	WI	54956	US	7/20/2022	Online
Aaron Zemmer	510	E. Franklin Ave.	Neenah	WI	54956	US		Online
Abby Valentine	1543	Ames St.	Neenah	WI	54956	US	7/20/2022	Online
Abigail Poliak	693	Congress Pl.	Neenah	WI	54956	US		Online
Adam Poliak	693	Congress Pl.	Neenah	WI	54956	US		Online
Adrian Johnson	1027	Bayview Rd.	Neenah	WI	54956	US	7/8/2022	Online
Aislinn Verhage	745	Elm St.	Neenah	WI	54956	US		Online
Alex Walsh	245	Castle Oak Dr.	Neenah	WI	54956	US	7/7/2022	Online
Alexandria Abitz	203	Cedar St.	Neenah	WI	54956	US	7/12/2022	Online
Alissa Schwalbach	755	Milkweed Ct.	Neenah	WI	54956	US	7/8/2022	Online
Allee Meerdink	949	Higgins Ave	Neenah	WI	54956	US	7/16/2022	Online
Allison Eastman	612	Lauden Blvd	Neenah	WI	54956	US	7/1/2022	Online
Alyssa Bastar	512	E. Cecil St.	Neenah	WI	54956	US		Online
Alyssa Demerath	1159	Maple St.	Neenah	WI	54956	US	7/8/2022	Online
Amanda Heyn	384	Nassau St.	Neenah	WI	54956	US	7/9/2022	Online
Amanda Steffens	1467	Whitetail Dr.	Neenah	WI	54956	US	7/8/2022	Online
Amber Germain	505	E. Columbian Ave	Neenah	WI	54956	US	7/12/2022	Online
Amos Mikkelson	502	Chatham Ct.	Neenah	WI	54956	US	7/13/2022	Online
Amy Gaerthofner	571	Riford Rd	Neenah	WI	54956	US	7/1/2022	Online
Amy Gruse	580	Chestnut St.	Neenah	WI	54956	US	7/8/2022	Online
Amy Israel	808	Heather Ln.	Neenah	WI	54956	US	7/8/2022	Online
Amy Young	632	Chestnut St.	Neenah	WI	54956	US		Online
Amy Zemlock	655	Grove St.	Neenah	WI	54956	US	7/12/2022	Online
Andrea Brey	672	Congress St.	Neenah	WI	54956	US	7/12/2022	Online
Andrew Daly	840	E. Cecil St.	Neenah	WI	54956	US	7/12/2022	Online
Andrew Dzurick	315	Lauden Blvd	Neenah	WI	54956	US		Online
Andrew Gruse	649	Stevens St.	Neenah	WI	54956	US	7/8/2022	Online
Angela Janikowski	720	Kensington Rd.	Neenah	WI	54956	US	7/12/2022	Online
Angela Konkle	719	Elm St.	Neenah	WI	54956	US		Online
Angelica Wilson	344	Joseph St. Apt 1	Neenah	WI	54956	US	7/11/2022	Online
Angelo Van Bogart	702	Reed St	Neenah	WI	54956	US		Online
Angie Schneider	2509	Maple Grove St.	Neenah	WI	54956	US	7/8/2022	Online
Anjie Schabo	2505	Bishops Ln.	Neenah	WI	54956	US	7/13/2022	Online
Ann Ginke	707	Chestnut St.	Neenah	WI	54956	US		Online
Ann Goerl	213	4th St.	Neenah	WI	54956	US	7/9/2022	Online
Ann Pabst	642	Reed St	Neenah	WI	54956	US	7/1/2022	Online
Anne Fredrickson	658	Chestnut St.	Neenah	WI	54956	US		Online
Anne Greif	2031	Brookeview Ct	Neenah	WI	54956	US		Online
ANNE JOHNSON	922	Zemlock Ave.	Neenah	WI	54956	US	7/8/2022	Online
Anne Morten	245	Stevens St.	Neenah	WI	54956	US		Online
Anne Paulus	701	Yorkshire Rd.	Neenah	WI	54956	US		Online
Anne Wilson	314	Crescent Dr.	Neenah	WI	54956	US	7/8/2022	Online
Anne-Marie Werner	330	Park Dr	Neenah	WI	54956	US	7/14/2022	Online
AnnMarie Gruber	671	Oak St	Neenah	WI	54956	US	7/6/2022	Online
Anthony Manoni	2121	E. Prairie Creek Dr.	Neenah	WI	54956	US	7/1/2022	Online
Anthony Stancer	672	Chestnut St.	Neenah	WI	54956	US		Online
Arturo Leon	641	Chestnut St.	Neenah	WI	54956	US		Online
Ashley Flenz	513	Oak St	Neenah	WI	54956	US	7/1/2022	Online
Ashley Luntz	133	W. Bell St.	Neenah	WI	54956	US	7/22/2022	Online
Bailey Matsen	637	Chestnut St.	Neenah	WI	54956	US		Online
Becky Froehlich	709	Chestnut St.	Neenah	WI	54956	US	7/1/2022	Online
Ben Vanden Heuvel	645	Chestnut St.	Neenah	WI	54956	US		Online
Benjamin Huff	757	Congress St.	Neenah	WI	54956	US		Online
Beth Bender	1155	Maple St.	Neenah	WI	54956	US	7/13/2022	Online
Beth Martin	717	Elm St.	Neenah	WI	54956	US		Online
Beth Oosterhous	1220	Westbreeze Dr.	Neenah	WI	54956	US	7/8/2022	Online
Bethany Riley	655	Elm St.	Neenah	WI	54956	US	7/1/2022	Online
BJ Houk	512	Elm St.	Neenah	WI	54956	US		Online
Bradley Jensen	740	Chestnut St.	Neenah	WI	54956	US		Online
Brandi Engen	662	Chestnut St.	Neenah	WI	54956	US		Online
Brandon St. Peter	620	Chestnut St.	Neenah	WI	54956	US		Online

#PROTECTNEENAHNEIGHBORHOODS
ON-LINE PETITION SIGNATURES

Name	Street #	Street Name	City	State	Postal Cod	Count	Signed On	Where Signed
Breanne Kimball	757	Reed St	Neenah	WI	54956	US	7/1/2022	Online
Brenda Protheroe	424	10th St.	Neenah	WI	54956	US	7/2/2022	Online
Brett Lessner	1235	S. Park Ave.	Neenah	WI	54956	US	7/20/2022	Online
Brian Janssen	646	Chestnut St.	Neenah	WI	54956	US		Online
Brian Weber	558	E. Peckham St.	Neenah	WI	54956	US	7/1/2022	Online
Brielle Peters	650	Reed St	Neenah	WI	54956	US	7/4/2022	Online
Brittany Holden	344	Edgewood Dr.	Neenah	WI	54956	US	7/8/2022	Online
Brooke Schmidt	629	Oak St	Neenah	WI	54956	US	7/2/2022	Online
Bruce Krueger	505	Deckhoff St.	Neenah	WI	54956	US		Online
Bruce wiater	710	Reed St	Neenah	WI	54956	US	7/6/2022	Online
Caitlin Birkholz	532	Elm St.	Neenah	WI	54956	US		Online
Caitlin Bushman(Birkholz)	532	Elm St.	Neenah	WI	54956	US	7/1/2022	Online
Caitlin Herikson	213	High St	Neenah	WI	54956	US		Online
Caley Moede	218	Congress St.	Neenah	WI	54956	US		Online
Calix	766	Elm St.	Neenah	WI	54956	US		Online
Carla Paul Mulvey	421	Hawthorne St.	Neenah	WI	54956	US	7/2/2022	Online
Carla Vanderheyden	752	Reed St	Neenah	WI	54956	US	7/12/2022	Online
Cassandra Buksyk	711	Congress Pl.	Neenah	WI	54956	US	7/13/2022	Online
Cassandra DeMars	676	Chestnut St.	Neenah	WI	54956	US	7/1/2022	Online
Cassandra Smith	1195	Christopher Dr. Apt 13	Neenah	WI	54956	US	7/8/2022	Online
Cassie Demars	676	Chestnut St.	Neenah	WI	54956	US		Online
Cathy Meyer	424	Washington Ave.	Neenah	WI	54956	US		Online
Cecilia Norton	863	E. Cecil St.	Neenah	WI	54956	US		Online
Chad Pelky	778	Elm St.	Neenah	WI	54956	US		Online
Charles Lauer	119	Lauden Blvd	Neenah	WI	54956	US	7/2/2022	Online
Chelsea Kuhnke	1640	Pendleton Rd.	Neenah	WI	54956	US		Online
Chelsea Meyer	1231	Maple St	Neenah	WI	54956	US	7/6/2022	Online
Cheryl Dausey	202	Washington Ave.	Neenah	WI	54956	US	7/11/2022	Online
Cheryl LeRoy	511	Division St.	Neenah	WI	54956	US		Online
Cheryl Timm	649	Chestnut St.	Neenah	WI	54956	US		Online
Chloe Balwinski	1273	Wild Rose Ln.	Neenah	WI	54956	US	7/7/2022	Online
Chloe Demerath	747	Congress St	Neenah	WI	54956	US		Online
Chris Franz	668	Chestnut St.	Neenah	WI	54956	US		Online
Chris Mathers	618	Winnebago Hts	Neenah	WI	54956	US	7/12/2022	Online
Chris Meunier	1214	Meadow Ln.	Neenah	WI	54956	US	7/1/2022	Online
Chris Potratz	508	E. Cecil St.	Neenah	WI	54956	US		Online
Chris Swender	436	Washington Ave.	Neenah	WI	54956	US		Online
Christine Fowler	415	E. Columbian Ave	Neenah	WI	54956	US	7/13/2022	Online
Christine Meixl	760	Yorkshire Rd.	Neenah	WI	54956	US	7/16/2022	Online
Christine Olson	1310	Indigo Dr.	Neenah	WI	54956	US	7/8/2022	Online
Cindy Koehn	536	Elm St.	Neenah	WI	54956	US		Online
Clair Teachout	621	S. Park Ave.	Neenah	WI	54956	US	7/8/2022	Online
Clarissa Arboleda	770	Elm St.	Neenah	WI	54956	US		Online
Colleen Meyer	1181	Gay Dr.	Neenah	WI	54956	US	7/8/2022	Online
Connie Gauerke	347	Washington Ave.	Neenah	WI	54956	US		Online
Connie Mullins	631	Stevens St.	Neenah	WI	54956	US	7/9/2022	Online
Cory Grissom	535	Elm St.	Neenah	WI	54956	US		Online
Cory Kuehl	637	Congress St.	Neenah	WI	54956	US		Online
Courtney Bender	1155	Maple St.	Neenah	WI	54956	US	7/12/2022	Online
Crescentia Holbrook	613	Fairview Ave	Neenah	WI	54956	US		Online
Crystal Blank	714	Elm St.	Neenah	WI	54956	US		Online
Curtis J. Dachelet	121	Regent Pl.	Neenah	WI	54956	US		Online
Cynthia Weinaug	1572	Kingswood Dr.	Neenah	WI	54956	US		Online
Dan Piette	667	Chestnut St.	Neenah	WI	54956	US		Online
Daniel Baird	245	Stevens St.	Neenah	WI	54956	US		Online
Daniel Hamrin	701	Congress Pl.	Neenah	WI	54956	US		Online
Daniel Miller	534	Belmont Ave.	Neenah	WI	54956	US	7/9/2022	Online
Daniell Dolan	719	Chestnut St.	Neenah	WI	54956	US		Online
David Baraniak	507	E. Cecil St.	Neenah	WI	54956	US		Online
David Fredrickson	760	Chestnut St.	Neenah	WI	54956	US		Online
David Geraden	209	Congress St.	Neenah	WI	54956	US		Online
David Marta	614	Chestnut St.	Neenah	WI	54956	US		Online

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ON-LINE PETITION SIGNATURES

Name	Street #	Street Name	City	State	Postal Cod	Count	Signed On	Where Signed
David Paul	602	Division St.	Neenah	WI	54956	US		Online
David Tonn	700	Chestnut St.	Neenah	WI	54956	US	7/1/2022	Online
David Zimmerman	1211	Lynrose Ln.	Neenah	WI	54956	US		Online
Dean Hoks	682	Reed St	Neenah	WI	54956	US		Online
Debbie Birkholz	775	Birch St.	Neenah	WI	54956	US	7/1/2022	Online
Debbie Davis(Bushman)	412	Lowell Pl.	Neenah	WI	54956	US	7/1/2022	Online
Debbie Williams	1256	Meadow Ln.	Neenah	WI	54956	US	7/8/2022	Online
Deborah Griffith	108	Regent Pl.	Neenah	WI	54956	US		Online
Deborah Small	441	E. Franklin Ave.	Neenah	WI	54956	US		Online
Debra Korzenski	835	River Ln.	Neenah	WI	54956	US	7/11/2022	Online
Debra Reichel	649	Elm St.	Neenah	WI	54956	US		Online
Debre Kuppe	1139	Primrose Ct.	Neenah	WI	54956	US		Online
Dee Wais	1096	Reed St	Neenah	WI	54956	US		Online
Dennis Frakes	1415	E. Paynes Point R	Neenah	WI	54956	US	7/20/2022	Online
Derek Gruber	1241	Campbell St	Neenah	WI	54956	US	7/6/2022	Online
Desarae Weyenberg	624	Grove St.	Neenah	WI	54956	US	7/9/2022	Online
Diane Eparvier	669	Elm St.	Neenah	WI	54956	US	7/1/2022	Online
Dianne Fischer	617	Chestnut St.	Neenah	WI	54956	US		Online
diony martinez kemper	1059	Pilgrim Rd.	Neenah	WI	54956	US	7/11/2022	Online
Donald Miller	1555	Lyon Rd. Apt 28	Neenah	WI	54956	US		Online
Donna Borszich	670	S. Western Ave	Neenah	WI	54956	US		Online
Donna Butzlaff	748	Reed St	Neenah	WI	54956	US	7/6/2022	Online
Donna Larsen	764	Chestnut St.	Neenah	WI	54956	US		Online
Drew Bendixen	528	Elm St.	Neenah	WI	54956	US		Online
Ed Faulks	761	Elm St.	Neenah	WI	54956	US		Online
Eliabeth Glass	1242	Fawn Dr	Neenah	WI	54956	US		Online
Elisabeth Hyatt	664	Congress St.	Neenah	WI	54956	US		Online
Elisna Tappin	673	Oak St	Neenah	WI	54956	US		Online
Elizabeth Dachelet	121	Regent Pl.	Neenah	WI	54956	US		Online
Elizabeth Lang	633	Chestnut St.	Neenah	WI	54956	US		Online
Ellen Kaelin	221	Langley Blvd	Neenah	WI	54956	US	7/1/2022	Online
Emily Grasee	721	Manchester Rd	Neenah	WI	54956	US	7/12/2022	Online
Emily Zenner	510	E. Franklin Ave.	Neenah	WI	54956	US	7/20/2022	Online
Eric Born	553	Riford Rd	Neenah	WI	54956	US	7/13/2022	Online
Eric Koski	532	Emerson St.	Neenah	WI	54956	US	7/12/2022	Online
Eric Maggio	712	Congress Pl.	Neenah	WI	54956	US		Online
Erica Duda	853	E. Cecil St.	Neenah	WI	54956	US		Online
Erica Slye	2642	Marathon Ave	Neenah	WI	54956	US		Online
Erin Czechanski	1198	Skyview Dr.	Neenah	WI	54956	US	7/8/2022	Online
Erin Miller	654	Lauden Blvd	Neenah	WI	54956	US	7/11/2022	Online
Erin Neely	1463	Tullar Rd. Apt 11	Neenah	WI	54956	US	7/9/2022	Online
Esther LaFord	874	E. Cecil St.	Neenah	WI	54956	US		Online
Esther Zimmerman	1211	Lynrose Ln.	Neenah	WI	54956	US		Online
Gail Goetz	1135	Manor Dr.	Neenah	WI	54956	US		Online
Garrett Hetrick	707	Congress Pl.	Neenah	WI	54956	US	7/1/2022	Online
Gary Mulvey	421	Hawthorne St.	Neenah	WI	54956	US	7/2/2022	Online
Gladys Harrison	148	W. Cecil St.	Neenah	WI	54956	US	7/8/2022	Online
Graham French	1009	Meadow Ln.	Neenah	WI	54956	US	7/9/2022	Online
Grant Meerdink	949	Higgins Ave	Neenah	WI	54956	US	7/16/2022	Online
Greg Bucholte	725	Elm St.	Neenah	WI	54956	US		Online
Gregg C Ewert	850	Maple St.	Neenah	WI	54956	US	7/11/2022	Online
Gregory Scanlon	859	E. Cecil St.	Neenah	WI	54956	US	7/1/2022	Online
Griffin Tedlie	1435	Tullar Rd.	Neenah	WI	54956	US	7/10/2022	Online
Hannah Polakowski	1116	Tullar Rd.	Neenah	WI	54956	US	7/9/2022	Online
Heather Gruber	1241	Campbell St	Neenah	WI	54956	US		Online
Heather Heuer	672	Chestnut St.	Neenah	WI	54956	US	7/1/2022	Online
Heather Leone	308	E. Forest Ave.	Neenah	WI	54956	US	7/8/2022	Online
Heather Oberstadt	516	E. Cecil St.	Neenah	WI	54956	US	7/20/2022	Online
Heidi Rocke	505	E. Wisconsin Ave.	Neenah	WI	54956	US	7/14/2022	Online
Hilary Merrill	524	Elm St.	Neenah	WI	54956	US		Online
Holly Wiesman	221	S. Park Ave.	Neenah	WI	54956	US	7/6/2022	Online
Hunter Kempes	943	Sund St.	Neenah	WI	54956	US		Online

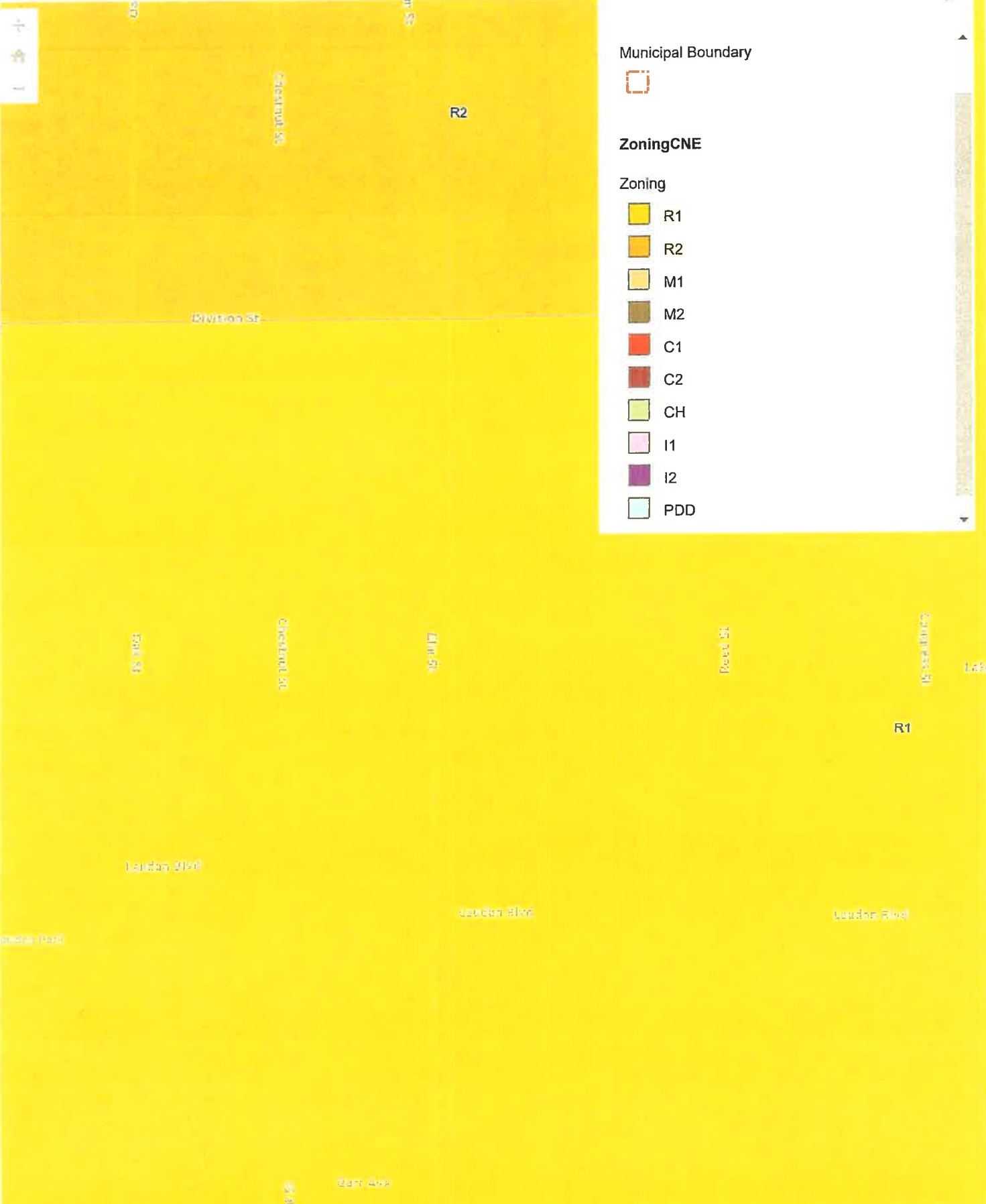
#PROTECTNEENAHNEIGHBORHOODS
ON-LINE PETITION SIGNATURES

Name	Street #	Street Name	City	State	Postal Cod	Count	Signed On	Where Signed
Indra Gibson	1222	Nature Trail Dr.	Neenah	WI	54956	US		Online
Jace Peskie	518	Haylett St.	Neenah	WI	54956	US	7/20/2022	Online
Jackie Paustian	757	Oak St	Neenah	WI	54956	US		Online
Jak Nelson	628	Chestnut St.	Neenah	WI	54956	US		Online
James Francart	776	Elm St.	Neenah	WI	54956	US		Online
James Hein	429	E. Franklin Ave.	Neenah	WI	54956	US		Online
James Lang	633	Chestnut St.	Neenah	WI	54956	US		Online
Jamie Albert	305	Lauden Blvd	Neenah	WI	54956	US		Online
Jamie Brunel	153	Lorraine Ave.	Neenah	WI	54956	US	7/3/2022	Online
Jan Gauger	6165	Green bay Rd	Neenah	WI	54956	US		Online
Jan Paske	862	E. Cecil St.	Neenah	WI	54956	US		Online
Jan Payne	757	Elm St.	Neenah	WI	54956	US		Online
Jane Smith	105	E. Bell St.	Neenah	WI	54956	US	7/11/2022	Online
Janet Radue	1572	Bruce St.	Neenah	WI	54956	US		Online
Janice Janssen	646	Chestnut St.	Neenah	WI	54956	US		Online
Janice Paul	602	Division St.	Neenah	WI	54956	US		Online
Jared Frisby	1085	Holly Ct.	Neenah	WI	54956	US		Online
Jason Birkholz	970	Zemlock Ave.	Neenah	WI	54956	US	7/1/2022	Online
Jason Marks	515	E. Cecil St.	Neenah	WI	54956	US	7/7/2022	Online
Jason Mulder	9600	Oakwood Ave	Neenah	WI	54956	US	7/5/2022	Online
Jason Spahn	321	Washington Ave.	Neenah	WI	54956	US		Online
Jay Kresheck	757	Elm St.	Neenah	WI	54956	US		Online
Jayne Bottensek	632	E. Doty Ave.	Neenah	WI	54956	US	7/8/2022	Online
Jayson Christensen	503	Elm St.	Neenah	WI	54956	US		Online
Jean Noffke	1414	Rogers Ct	Neenah	WI	54956	US	7/22/2022	Online
Jean Schraufnagel	328	Crescent Dr.	Neenah	WI	54956	US	7/10/2022	Online
Jean Westfall	2413	Woodland Ter.	Neenah	WI	54956	US	7/8/2022	Online
Jeff Hintz	707	Congress St.	Neenah	WI	54956	US		Online
Jen Scanlon	859	E. Cecil St.	Neenah	WI	54956	US	7/1/2022	Online
Jeni Orlando	322	E. Columbian Ave	Neenah	WI	54956	US	7/1/2022	Online
Jennifer Clure	1208	Glenview Dr.	Neenah	WI	54956	US	7/19/2022	Online
Jennifer Jury	1003	Sterling Ave.	Neenah	WI	54956	US	7/3/2022	Online
Jennifer Keberlein	3431	Syngentia Way	Neenah	WI	54956	US	7/1/2022	Online
Jennifer Miller	556	Riford Rd	Neenah	WI	54956	US	7/1/2022	Online
Jenny Seibel	746	Congress St.	Neenah	WI	54956	US	7/8/2022	Online
Jenny Wunrow	470	Higgins Ave	Neenah	WI	54956	US		Online
Jeremy Sibel	746	Congress St.	Neenah	WI	54956	US		Online
Jerica Vandehey	1470	S. Park Ave.	Neenah	WI	54956	US	7/6/2022	Online
Jesse Drake	650	Chestnut St.	Neenah	WI	54956	US		Online
Jessica Roth	411	Kraft St.	Neenah	WI	54956	US	7/9/2022	Online
Jessica Williams	145	State St.	Neenah	WI	54956	US	7/5/2022	Online
Jesus Montes de oca	628	Hansen St.	Neenah	WI	54956	US	9/7/2022	Online
Jill Luebke	3222	Westfield Range	Neenah	WI	54956	US		Online
JIM Gruber	1331	Liberty Ct.	Neenah	WI	54956	US	7/9/2022	Online
Jimmy Slye	2642	Marathon Ave	Neenah	WI	54956	US		Online
Joan Pappas	1853	Oxwood Dr.	Neenah	WI	54956	US	7/11/2022	Online
JoAnn Trader	625	Chestnut St.	Neenah	WI	54956	US		Online
Joann Urbanek	303	Crescent Dr.	Neenah	WI	54956	US	7/8/2022	Online
Jocelyn Aho	1290	Green Acres Ln	Neenah	WI	54956	US	7/2/2022	Online
Jodi Merkley	409	Quarry Ln	Neenah	WI	54956	US	7/14/2022	Online
Jody Drake	650	Chestnut St.	Neenah	WI	54956	US		Online
Joe Nemecek	121	Union St.	Neenah	WI	54956	US	7/1/2022	Online
Joel Anger	657	Elm St.	Neenah	WI	54956	US		Online
Joelin Mueller	925	Higgins Ave	Neenah	WI	54956	US	7/1/2022	Online
John Cuomo	727	Chestnut St.	Neenah	WI	54956	US	7/9/2022	Online
John Fickau	710	Hewitt St.	Neenah	WI	54956	US	7/9/2022	Online
John Hurlbut	918	Hunt Ave.	Neenah	WI	54956	US	7/13/2022	Online
John McMillion	1747	Mill Pond Ct.	Neenah	WI	54956	US	9/7/2022	Online
John Sanborn	833	S. Commercial St	Neenah	WI	54956	US		Online
John Simpson	1311	Inverness Ln	Neenah	WI	54956	US		Online
Jon Vanderheyden	753	Reed St	Neenah	WI	54956	US	7/1/2022	Online
Jonathan Thom	636	Hunters Point Rd	Neenah	WI	54956	US	7/20/2022	Online

#PROTECTNEENAHNEIGHBORHOODS
ON-LINE PETITION SIGNATURES

Name	Street #	Street Name	City	State	Postal Cod	Count	Signed On	Where Signed
Jonathan Van Handel	793	Harvard Dr.	Neenah	WI	54956	US	7/13/2022	Online
Jorden Albert	305	Lauden Blvd	Neenah	WI	54956	US		Online
Joseph Germain	505	E. Columbian Ave	Neenah	WI	54956	US	7/12/2022	Online
Joseph Workman	741	Reed St	Neenah	WI	54956	US		Online
Josh Anger	657	Elm St.	Neenah	WI	54956	US		Online
Juan Saucedo	756	Chestnut St.	Neenah	WI	54956	US		Online
Judd Eastman	612	Lauden Blvd	Neenah	WI	54956	US	7/1/2022	Online
Judith Liesch	324	Washington Ave.	Neenah	WI	54956	US		Online
Judith Zaretzke	1129	S. Park Ave.	Neenah	WI	54956	US		Online
Julie Clark	320	Congress St.	Neenah	WI	54956	US		Online
Julie Jensen	740	Reed St	Neenah	WI	54956	US	7/12/2022	Online
Julie Pupp	1906	Marathon Ave	Neenah	WI	54956	US	7/19/2022	Online
Junille Hintz	707	Congress St.	Neenah	WI	54956	US		Online
Justin Hammer	638	Congress St.	Neenah	WI	54956	US		Online
Justin Konkle	719	Elm St.	Neenah	WI	54956	US		Online
Kaitlyn Pingel	641	Chestnut St.	Neenah	WI	54956	US		Online
Kalieg Hilger	744	Reed St	Neenah	WI	54956	US		Online
Kara Munoz	315	Lauden Blvd	Neenah	WI	54956	US		Online
Karen Camann	716	Reed St	Neenah	WI	54956	US	7/13/2022	Online
Karen Jensen	609	Chestnut St.	Neenah	WI	54956	US		Online
Karen Schweinsberg	521	Lauden Blvd	Neenah	WI	54956	US	7/7/2022	Online
Karmelle Bert	673	Elm St.	Neenah	WI	54956	US	7/11/2022	Online
Kate Johnson	1561	Remington Rd	Neenah	WI	54956	US	7/8/2022	Online
Katelyn Dekeyser	1271	Christopher Ct. Apt 3	Neenah	WI	54956	US	7/11/2022	Online
Katherine Cunningham	848	Higgins Ave	Neenah	WI	54956	US	7/21/2022	Online
Katherine Krock	753	Congress St.	Neenah	WI	54956	US		Online
Katherine LaCoursiere	559	Silverwood Ln.	Neenah	WI	54956	US	7/10/2022	Online
Katherine Tonn	700	Chestnut St.	Neenah	WI	54956	US	7/12/2022	Online
Kathleen Roney	669	Congress St.	Neenah	WI	54956	US		Online

Neenah Zoning Map



Legend

Municipal Boundary



ZoningCNE

Zoning

-  R1
-  R2
-  M1
-  M2
-  C1
-  C2
-  CH
-  I1
-  I2
-  PDD

MEMORANDUM

DATE: August 9, 2022
TO: Mayor Lang and Plan Commission
FROM: Brad Schmidt, AICP, Deputy Director
RE: Rezoning C-1 District to R-1 District – 684 Congress Street (**Ord. No 2022-15**)

Request

Sharon Zuberbier has submitted a request to rezone land located at 684 Congress Street from the C-1, General Commercial District to the R-1, Single-Family Residence District.

Background

The subject property is located at the northeast corner of Congress Street and Laudan Boulevard. The property is 0.37 acres in size and includes a single-family residence and a detached garage. All land surrounding the subject property is zoned R-1, Single-Family Residence District. The property was zoned C-1, General Commercial District because of its past use as a grocery store until the 1990's.



As with all rezoning requests, the proposed zoning classification must be consistent with the City's Comprehensive Plan 2040 future land use designation. In this case, the future land use map identifies this area as the Residential Neighborhood Investment Area. This category is intended to protect and strengthen existing neighborhoods. The R-1 zoning district is consistent with the Comprehensive Plan's future land use map.

**ZONING AROUND
APARTMENT COMPLEXES APPROVED BY NEENAH IN PAST 5 YEARS**

1. Kimberly Clark South – Marathon Avenue, 6/16/2022 in Appleton Post Crescent (APC)
 - a. Phase 1 = 32 apartments
 - b. Phase 2 = 152 Townhouses
 - c. Phase 3 (5 years out per article) = 29 apartments

I-2 To North and West, M-1 to NE and SE, small part R-1 to south
2. Bridgwood Golf Course – 5/2022 Council approved = 268 unit apartment complex
I-2 across RR tracks and south, PDD to north, C-1 to west
3. Solaris – Opened in 2021 on Main Street = 71 apartments
C-1 to south, C-2 to north, west, east and southeast
4. Between Zacatacus & Ice Rink on Main Street = 39 apartments
C-2 all around
5. Pendleton Park on Pendleton Road built in 2018 = 196 apartments
R-1 to east and southeast, Town of Neenah to north, west and southwest
6. Neenah Creek on Winneconne Avenue = 53 apartments
R-2 to East and North, C-1 to west, R-1 across Winneconne Avenue

SHATTUCK MIDDLE SCHOOL IS SURROUNDED BY R-1 ZONING EXCEPT TO THE NORTH WHERE IT IS R-2. No commercial, industrial or multi-family surrounding Shattuck.

This equals 811 (not including the Phase 3 of Kimberly Clark South) apartments in the City of Neenah in the past five years.

Questions regarding the proposed rezoning of the Shattuck property derived from public comments/correspondence – December 2, 2022

1. Will the brick fieldhouse be torn down?

No.

2. Is there any supporting evidence that people will buy/build a brand new \$250k+ home next to a duplex or apartment building?

This question has yet to be evaluated, however, we have already heard from two well-know builders in the area that they are interested in securing lots for new homes.

3. Why didn't the property have a for sale sign on it?

The City did not list the property, so we are unable to answer this question.

4. Are there tax programs that Northpointe can only benefit from until the end of 2022 (in regards to the "fast" push through of these plans)?

There are a number of tax programs available to the developer. Some have annual applications with deadlines, while others are open with no deadline to apply.

5. Is this development being considered so that the City of Neenah will have additional lots for home development?

The proposal is being presented by a developer with the components of the development chosen by the developer. Although having additional residential lots within the City provides a benefit to the community, it is not the reason the development is being considered.

6. What is the difference with this project vs. 684 Congress Street being changed from C-1 to R-1 to "protect and strengthen existing neighborhoods"?

For one, the zoning classification is different. C-1 General Commercial provides a wide range of permitted uses, while Traditional Neighborhood District requires a master plan that details and limits the uses that will be allowed. Additional, the property at 684 Congress is very small for a commercial property, limiting its ability to include the required buffering while still providing a functioning commercial development.

7. Is it the city's intent and part of their comprehensive plan to bring in a transient population?

The City's comprehensive plan encourages a wide variety of housing options, the length of time for which a person chooses to live in the community is not addressed within the plan.

8. Is it possible to work with the developer to turn Shattuck into condos and not apartments?

No. Northpointe is not interested in developing condominiums on the site.

9. Why was there no thought to develop this space into a sports field area or complex?

The City is responding to the request of the owner/developer. We are not familiar with what other development options were considered by the property owner.

10. Why does the City of Neenah continue to allow more and more apartment developments?

Apartments provide another housing option for our community.

11. We do not have the population to fill the open job positions so where would these individuals come from to rent?

Both from persons moving into the City as well as organic growth of the City.

12. How much federal funding is attached to rezoning to a TND?

None.

13. Do R-1 districts bring more property taxes to the city than TND districts?

Yes. We currently have no TND districts, so yes, R-1 districts currently bring more property taxes to the City.

14. What is the future impact that will be seen from a TND vs. R-1?

The positive impact of either will be similar.

15. Who will own and maintain the private streets including snow removal?

The streets would likely be owned and maintained by the adjacent single-family home owners, most likely in some type of home owner's organization.

16. What is the lot width for these single family homes?

They are currently 50 feet wide.

17. Who is responsible for the maintenance of the common area greenspace and the wet pond?

At this time, it is the expectation that Northpointe (developer) will own and maintain the storm water pond. The greenspace is being proposed as a public park that would be owned and

maintained by the City. If it is decided the greenspace will not be accepted as a public park, the developer would own and maintain the property.

18. Will the apartment units be handicapped accessible? Will there be an elevator available? What about handicapped parking?

Many of the units in the apartment building will be handicapped accessible. An elevator will be available. Handicapped parking will be provided/required.

19. How will this benefit the entire community?

Benefits include additional housing supply, affordable housing, public greenspace, storm water management and preservation of an existing structure to name a few.

20. Will Northpointe sell this development to someone else in the future?

That is not Northpointe's intent. They are required to maintain ownership of the property for at least 15 years.

21. Is there going to be adequate parking for this development?

Yes.

22. How will the added traffic affect Saint Margaret Mary School?

Adjacent streets will experience a slight increase in the hourly volumes of traffic that will not cause issue with existing neighborhood traffic.

23. Where will guests of the residents park?

Most likely in the on-site surface parking lots.

24. Will there be on-street parking on both sides of the street?

Yes.

25. Will the streets be widened?

No.

26. Who will be able to use the green space where the baseball fields are?

If the proposed green space is accepted as public park, the space will be available to the public. If it is private property, it will be at the discretion of the owners.

27. How will the green space and retention pond be maintained?

See the response to question 17.

28. Where will the snow be placed after snow removal?

Most likely on-site.

29. How much more light pollution will be added to this area?

Detailed lighting plans have yet to be prepared or reviewed.

30. How will the lots be sold? Who will maintain the empty lots?

The owner will determine the process for the sale of the lots. The developer/owner will be responsible to maintain empty lots.

31. What is Northpointe's history of renovating old buildings into Work Force units?

Northpointe has completed or is in the process of completing nine such projects, all of which are in Wisconsin.

32. Were other developers even given the option to submit proposals for the property?

The sale/development solicitation of the property was handled by the Neenah Joint School District. The City has no direct knowledge of the process and therefore cannot provide a more detailed response.



M E M O R A N D U M

DATE: November 29, 2022
TO: Mayor Lang and Plan Commission
FROM: Brad Schmidt, AICP, Deputy Director
RE: Public Comments - Shattuck Middle School Redevelopment

The Community Development Department is committed to ensuring that members of the Plan Commission and Common Council are presented with all of the public comments that have been submitted as part of the proposal to rezone the Shattuck Middle School property.

Minutes from the November 8, 2022, Plan Commission meeting are attached to this Plan Commission packet and can be found online by clicking [here](https://www2.ci.neenah.wi.us/committees.nsf/638cebc9ae6dfc22862575ef0068e7f9/4b954e9723235290862588f7005202b7?OpenDocument) (<https://www2.ci.neenah.wi.us/committees.nsf/638cebc9ae6dfc22862575ef0068e7f9/4b954e9723235290862588f7005202b7?OpenDocument>).

In addition, the Common Council held a public hearing on November 16, 2022. Information from that meeting can be found by clicking [here](https://www2.ci.neenah.wi.us/committees.nsf/0/3323DD6ED7B8FC3686258823006037AA) (<https://www2.ci.neenah.wi.us/committees.nsf/0/3323DD6ED7B8FC3686258823006037AA>).

The City has received additional public comments via email, letters and memos since the last Plan Commission meeting. All of the public comments can be viewed by clicking [here](https://www.ci.neenah.wi.us/shattuckcomments/) (<https://www.ci.neenah.wi.us/shattuckcomments/>). This webpage will be updated if more comments are submitted before the Plan Commission meeting. For those who would like a printed copy of the comments, please let me know before the meeting.

If you have any further questions, please don't hesitate to contact me.

Sincerely,

Brad Schmidt, AICP
Deputy Director
Department of Community Development
BSchmidt@ci.neenah.wi.us
(920) 886-6126



M E M O R A N D U M

DATE: November 8, 2022
TO: Mayor Lang and Plan Commission
FROM: Brad Schmidt, AICP, Deputy Director
RE: Comprehensive Plan 2040– Future Land Use Amendment – Shattuck Middle School Property

Request

The Community Development Department has received a request to amend the City's Comprehensive Plan and Future Land Use Map for an area along Division Street, Elm Street, Reed Street, Birch Street, and Laudan Boulevard. The proposal is to amend the Future Land Use map designation for this area from Community Facility to Residential Neighborhood Investment Area.

Background

The subject area is approximately 28 acres in size and includes the Shattuck Middle School building, open space, and recreational facilities. The school will close in June 2023 and the school property is proposed to be redeveloped. This request coincides with a rezoning of the property to the Traditional Neighborhood Development (TND) District.

The Neenah Comprehensive Plan 2040 was adopted in 2017, and is intended to serve as a guide to City development, redevelopment, growth, and land use decisions over the 20-year period. As part of the Comprehensive Plan, a Future Land Use Map generally describes the future use of land within the City and outside of the City. When land is annexed or rezoned, the land use must be consistent with the Comprehensive Plan and Future Land Use maps. It's important that the Comprehensive Plan and Future Land Use map be regularly checked and amended to reflect changes in land use or City growth patterns.

Consideration

The Comprehensive Plan's Future Land Use map currently identifies the subject area as Community Facility since it is land used as a school. The predominant land use around the subject area is single-family residential with the exception of a religious institution to the north. The Future Land Use map designation of the surrounding area is Residential Neighborhood Investment Area.

The Residential Neighborhood Investment Area designation is defined as being primarily comprised of single-family homes and other uses such as higher density apartments or duplexes which may be scattered through these areas. Development in existing neighborhoods should focus on being compatible with surrounding land uses, density and architectural styles. Appropriate land uses in the Residential Neighborhood Investment Area include single and two-family residential, multi-family residential, and small-scale retail/service uses.

With the closure of Shattuck Middle School in 2023 and the potential sale and redevelopment of the property, the appropriate future land use designation is Residential Neighborhood Investment Area. This designation not only matches the surrounding neighborhoods, but is also consistent with the likely future use of the property.

The proposed amendment is consistent with the following goals identified in the Comprehensive Plan:

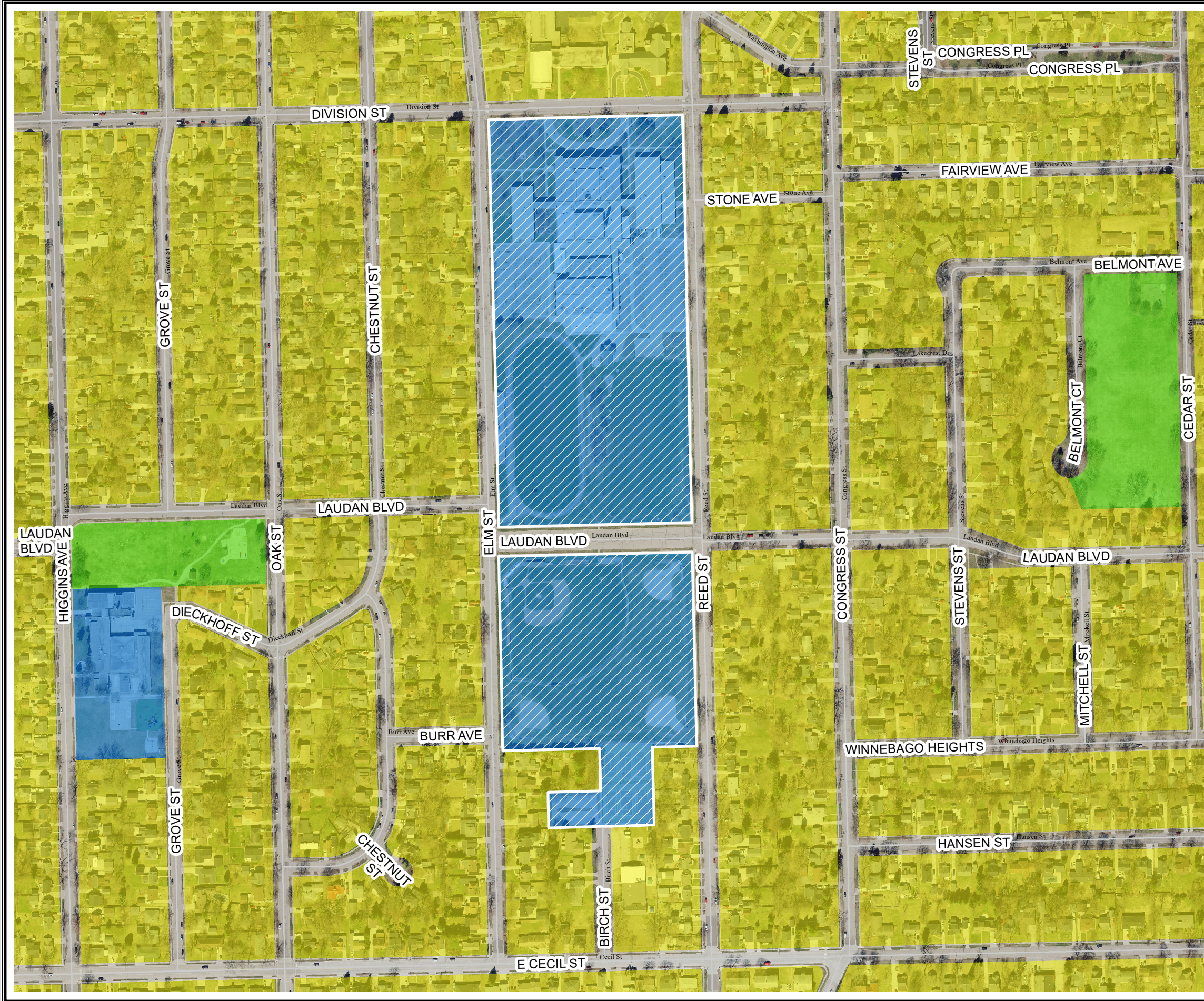
- **Goal LU1:** Create a balanced pattern of land uses that meets the needs and desires of residents, preserves and enhances the quality of life and is compatible with adjacent land uses.
- **Goal LU4:** Provide a sufficient supply of land for housing choices.
- **Goal H1:** Provide housing choices, which reflect the needs of individual households.

Recommendation

Appropriate action at this time is for the Plan Commission to approve Resolution 2022-2 and recommend Common Council approve Ordinance No. 2022-20 amending the Comprehensive Plan 2040 and Future Land Use Map.



Future Land Use City of Neenah

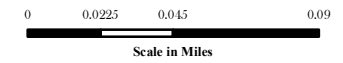


- G** Gateways
- H** Hospital
- P** Future Parks

GISDATA.DBO.ctrx

- GISDATA.DBO.ctrx
- EnvironAreas
- Community Facility
- Recreational Facility
- Rural Preservation Area
- Low Density Residential
- High Density Residential
- Neighborhood Investment Area
- Mixed Use Transitional Area
- Neighborhood Investment Corridor
- Regional Commercial
- Doty Island Innovation District
- Downtown Business District
- Mixed Use
- Neenah Industrial Corridor

Source:
 Base Data provided by Winnebago County 2016.
 Planning Boundaries provided by City of Neenah 2016.
 Land Use provided by ECWRPC 2016.
 Updated: 12/2/2020





211 Walnut Street
Neenah, WI 54956

AN ORDINANCE: By the Neenah Plan Commission
Re: Adopting the Amendment to the City of Neenah
Comprehensive Plan Update 2040 relating to
changes to the Future Land Use Map for land
along Division Street, Elm Street, Reed Street,
Birch Street, and Laudan Boulevard.

ORDINANCE NO. 2022-20

Introduced: _____

Committee/Commission Action:

AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, do ordain as follows:

SECTION 1. Pursuant to section 62.23(2) and (3), Wisconsin Statutes, the City of Neenah is authorized to prepare, adopt, and from time to time amend, a Comprehensive Plan as defined in sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes.

SECTION 2. On December 20, 2017, the City of Neenah Common Council adopted the *Comprehensive Plan Update 2040* (Ordinance No. 2017-19) which presents a strategy to manage growth and development of the City through the year 2040.

SECTION 3. The City of Neenah Plan Commission, by majority vote of the entire Commission as recorded in its official minutes, adopted Resolution 2022-2, recommending to Common Council the adoption of the proposed Amendments to the City of Neenah *Comprehensive Plan Update 2040* as depicted in Exhibit A.

SECTION 4. The City has noticed public hearings to make comments on the proposed Amendment to the *Comprehensive Plan Update 2040*, in compliance with the procedures in Section 66.1001(4) of the Wisconsin Statutes.

SECTION 5. The Common Council of the City of Neenah, Wisconsin, does, by enactment of this ordinance, formally adopt the Amendments to the *Comprehensive Plan Update 2040* as depicted and described on Exhibit A, changing the future land use designation for land located along Division Street, Elm Street, Reed Street, Birch Street, and Laudan Boulevard from Community Facility to Residential Neighborhood Investment Area.

SECTION 6. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent

provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

SECTION 7. Effective Date. This ordinance shall take effect upon passage by a majority vote of the members-elect of the Common Council and publication as required by law.

Adopted: _____

Approved:

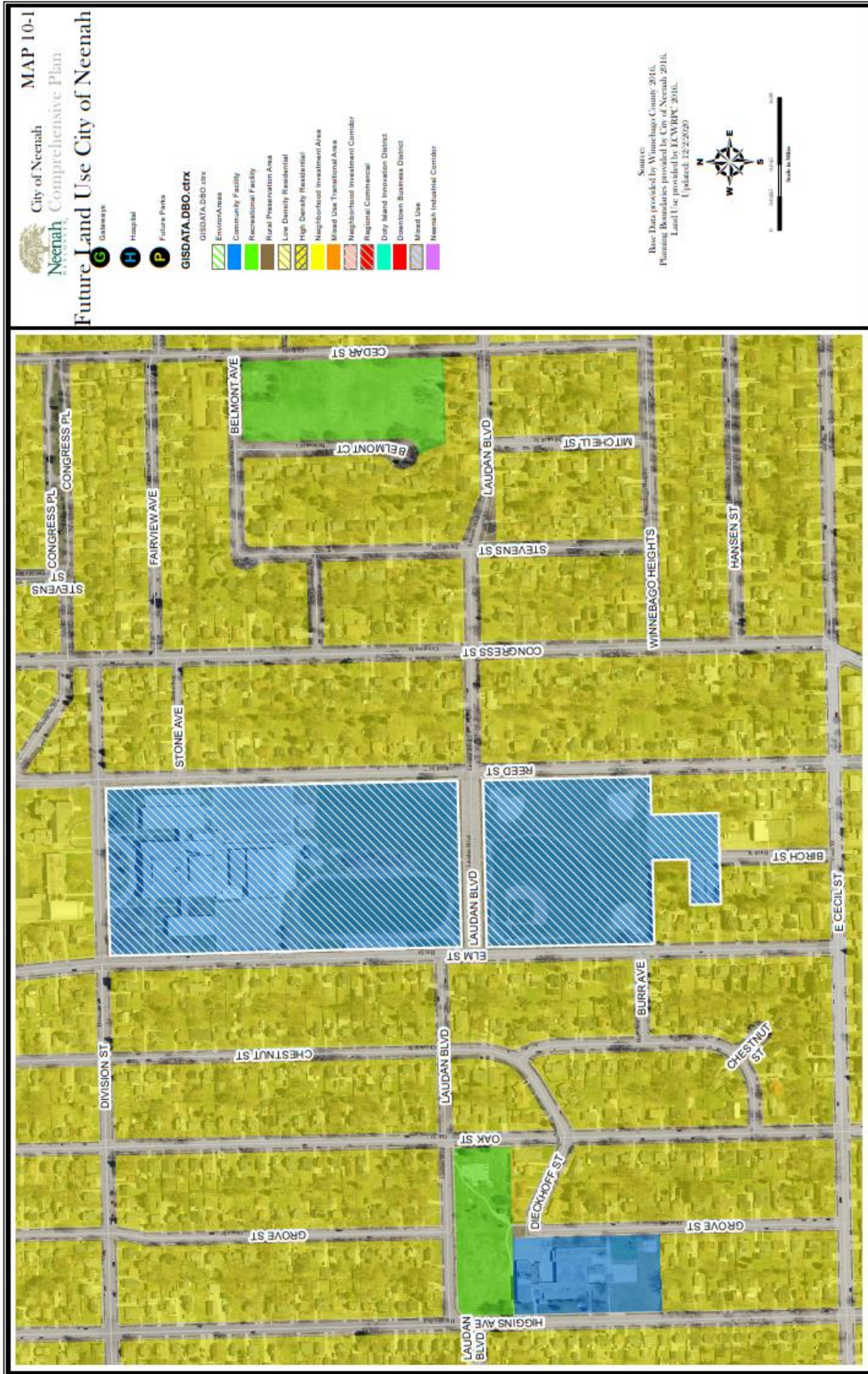
Jane Lang, Mayor

Published: _____

Attest:

Charlotte Nagel, City Clerk

EXHIBIT A





M E M O R A N D U M

DATE: December 2, 2022
TO: Mayor Lang, Council President Stevenson and Council Member
FROM: Chris A. Haese, Director of Community Development and Assessment
RE: **Shattuck School Redevelopment – Revised Site Plan**

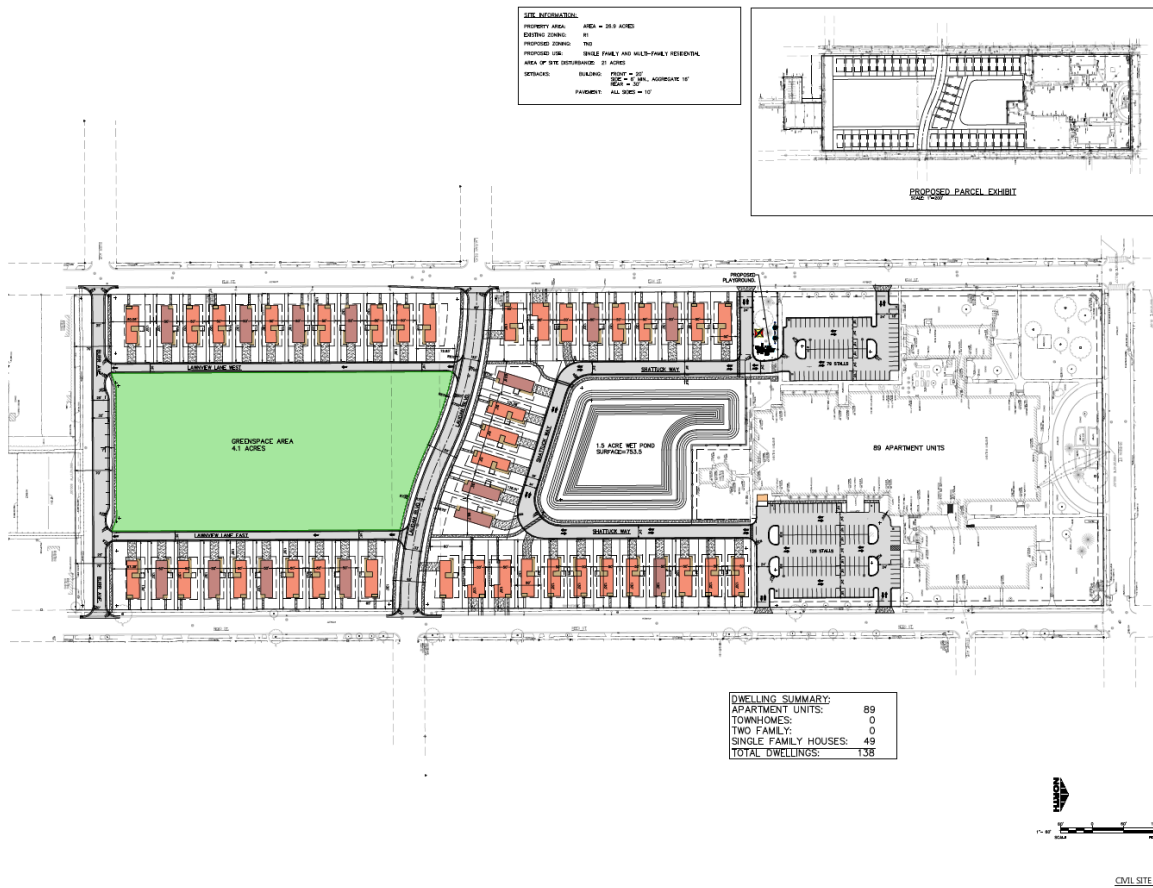
It was noted at the November 29, 2022 Plan Commission Meeting that the Northpointe Development had submitted a revised site plan for the proposed Shattuck School Site Redevelopment removing all eight of the proposed duplex sites and replacing them with single family sites. Subsequent to the Commission's meeting, Northpointe submitted today a revised plan further reducing the overall density of the redevelopment by removing the proposed townhouse units. A copy of the revised plan is attached.

It was unclear to Northpointe at the time of the original submittal if the townhouses would be necessary to provide sufficient three-bedroom units to the development to support the sought after tax credits for the project. As Northpointe continued to work through the process of securing affordable tax credits for the project, it recently became apparent that the townhouse units, and the associated three-bedroom units would not have an impact on the scoring for the affordable tax credits. Because of this fact, and due to the repeated requests to reduce density in the redevelopment, the two eight-unit townhouses (16 units total) have been removed from the plan and replaced with six single-family units. In order to provide a broader mix of housing units in the development, as well as to supply a segment of our housing supply that is essentially nonexistent in the City, I would suggest Council consider allowing the area encompassing these six units to be single family attached units (twindominiums).

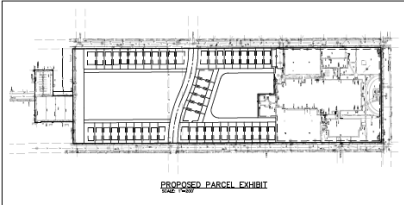
Lastly, Northpointe, in response to repeated requests from the neighborhood, has reduced the maximum number of units in the apartment building portion of the redevelopment from 100 to 89 units.

In summary, 16 duplex units, 16 townhouse units and 11 apartments units have been removed from the plan and ten single-family units have been added. The net result of these changes is that the overall density of the redevelopment has been reduced by 33 units.

Appropriate action at this time is to recommend Council approve Ordinance No. 2022-21, Rezoning Shattuck Middle School (600 Elm Street) Traditional Neighborhood Development District with a maximum of 89 apartment units and 49 single family units as depicted on the revised plan submitted December 2, 2022 (attached).



SITE INFORMATION
 PROJECT AREA: AREA = 33.9 ACRES
 EXISTING ZONING: R1
 PROPOSED ZONING: TND
 PROPOSED USE: SINGLE FAMILY AND MULTI-FAMILY RESIDENTIAL
 AREA OF SITE DISTURBANCE: 23 ACRES
 NETWORKS: POWER = 120V
 GAS = 60 PSI, ABOVE GROUND 12"
 FIBER OPTIC = 12"
 SEWER = 12"
 RAINWATER = 12"



DWELLING SUMMARY:

APARTMENT UNITS:	89
TOWNHOMES:	0
TWO FAMILY:	0
SINGLE FAMILY HOUSES:	49
TOTAL DWELLINGS:	138

EXCEL
 Always a Better Plan
 100 Central Drive
 P.O. Box 141, Neenah, WI 54956
 920.706.0000
 excelplan.com

PROJECT INFORMATION

SHATTUCK SCHOOL REDEVELOPMENT FOR:
NORTHPOINTE DEVELOPMENT CO.
 500 ELM STREET • NEENAH, WI 54956

PRELIMINARY DATES

DATE: 12.2.2022
 DATE: 7.20.22
 DATE: 2.28.22
 DATE: 1.20.22

NOT FOR CONSTRUCTION

JOB NUMBER
 22-54840

SHEET NUMBER
C1.1



CIVIL SITE PLAN



211 Walnut Street
Neenah, WI 54956

AN ORDINANCE: By the Neenah Plan Commission
Re: Approving the Master Development Plan for the Shattuck Middle School Site and rezoning the property from R-1, Single-Family Residence District to the Traditional Neighborhood Development (TND) District.

ORDINANCE NO. 2022-21

Introduced: _____

Committee/Commission Action: _____

AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, do ordain as follows:

Section 1. Pursuant to Sections 26-27 and 26-389 of the Code of Ordinances of the City of Neenah pertaining to zoning districts, the district Zoning Map is hereby amended by changing the district character of property located along Division Street, Elm Street, Reed Street, and Laudan Boulevard from R-1, Single-Family Residence District to Traditional Neighborhood Development (TND) District. This area is further described as follows:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19 and 20 of Block 1 and Lots 1, 2, 3, 4, 5, 16, 17, 18, 19, 20 and part of Lot 6, 7, 14 and 15 of Block 2 in Bigelow's Addition, per Palmer's Map all being part of the Northeast Quarter and the Southeast Quarter of the Southwest Quarter of Section 27, Township 20 North, Range 17 East, City of Neenah, Winnebago County, Wisconsin begin more particularly described as follows:

Commencing at the Southeast corner of said Southwest Quarter; thence North 00°-11'-02" West along the East line of said Southwest Quarter, a distance of 2,614.66 feet; thence South 89°-38'-45" West, a distance of 32.91 to the intersection of the South right-of-way line of Division Street with the West right-of-way line of Reed Street, said point also being the point of beginning; thence continuing South 89°-38'-45" West along the South right-of-way line of Division Street, a distance of 600.00 feet to the East right-of-way line of Elm Street; thence South 00°-15'-06" East along said East line, a distance of 1,953.50 feet to the North line of Lot 1 of Certified Survey Map No. 2030 recorded in the Winnebago County Register of Deeds Office as Document No. 724715; thence North 89°-42'-17" East along said North line and its Easterly extension, a distance of 300.00 feet to the Northerly extension of the centerline of Birch Street; thence South 00°-15'-06" East along said centerline, a distance of 126.00 feet to the Easterly extension of the South line of Lot 2 of said Certified Survey Map No. 2030; thence South 89°-42'-17" West along said Easterly extension and said South line, a distance of 165.00 feet to the

West line of the East 165.0 feet of Lot 15 in said Block 2; thence South 00°-15'-06" East along the West line of the East 165.0 feet of Lot 15 and Lot 14 in said Block 2, a distance of 115.95 feet; thence North 89°-37'-38" East, a distance of 328.78 feet; thence North 00°-15'-06" West, a distance of 241.50 feet; thence North 89°-42'-17" East, a distance of 136.22 feet to the West right-of-way line of Reed Street; thence North 00°-15'-06" West along said West line, a distance of 1,954.12 feet to the point of beginning.

Parcel IDs: 08-0330-00-00, 09-0074-00-00, 09-0075-00-00, 09-0044-00-00

Section 2. Pursuant to Section 26-389 of the Code of Ordinances of the City of Neenah, the Master Development Plan for the area, as shown by the attached map in Exhibit A, and the plan document on file with the Department of Community Development, is hereby approved.

Section 3. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 4. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Approved:

Adopted: _____

Jane B. Lang, Mayor

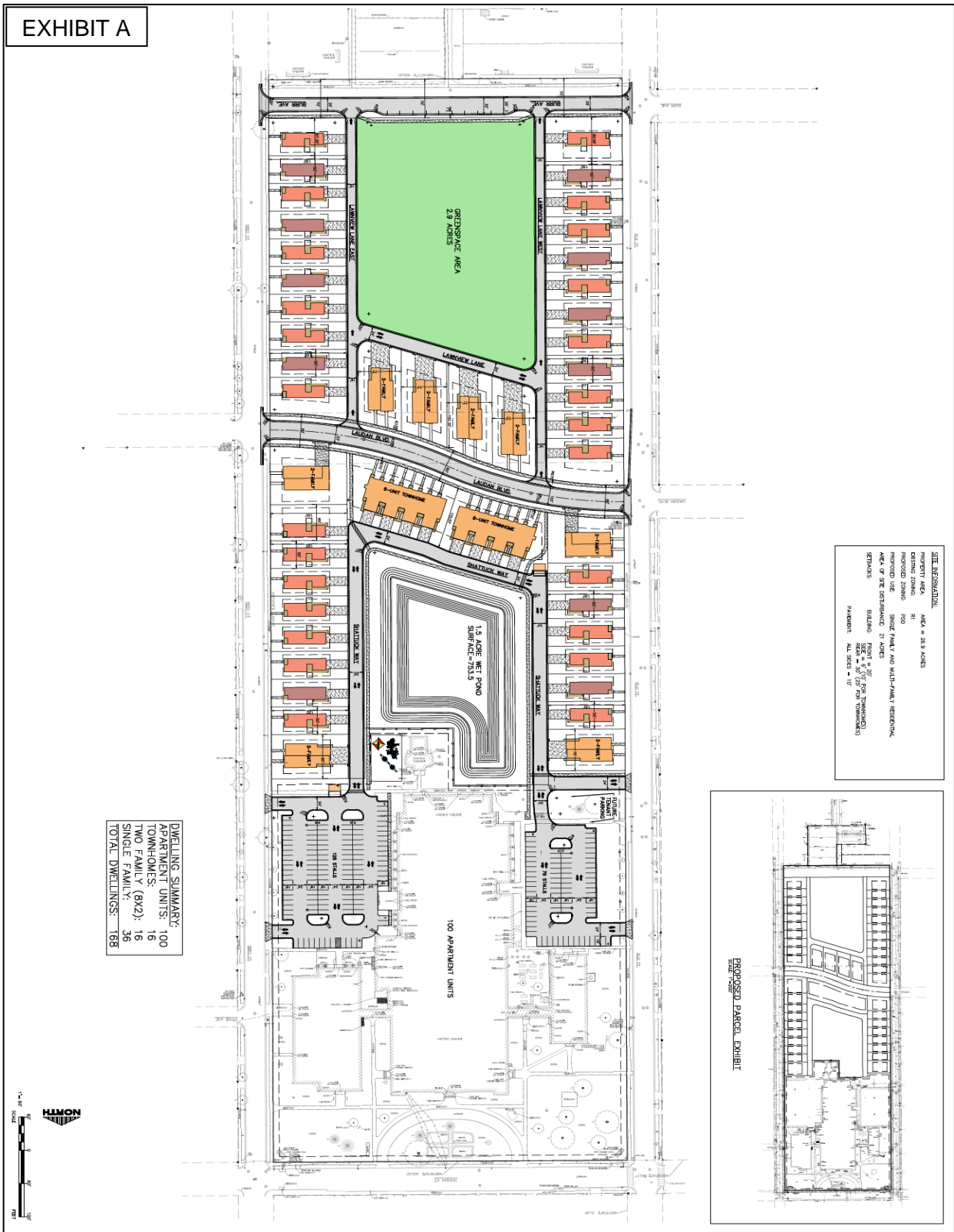
Published: _____

Attest:

Charlotte Nagel, City Clerk

THIS INSTRUMENT WAS DRAFTED BY:
City Attorney David Rashid
211 Walnut Street
Neenah, WI 54956
State Bar No. 1056542

EXHIBIT A



SITE INFORMATION
 PROPERTY AREA: A6A = 21.9 ACRES
 PROPOSED ZONING: R20
 PROPOSED USE: SINGLE-FAMILY AND MULTI-FAMILY RESIDENTIAL
 AREA OF THE DISTRICT: 21 ACRES
 DISTRICT: FRONT = 30' OF FRONT YARD SETBACK
 REAR = 5' OF FRONT YARD SETBACK
 PARCELS: ALL SIZES = 10'

DWELLING SUMMARY

APARTMENT UNITS:	100
TOWNHOMES:	16
TWO FAMILY (8x2):	16
SINGLE FAMILY:	36
TOTAL DWELLINGS:	168

Plan Commission Recommendation included the removal of all 8 duplex lots. The 4 duplex lots north of Laudan Blvd would be replaced with Single-Family lots and the 4 duplex lots south of Laudan Blvd would be replaced with additional green space.



M E M O R A N D U M

DATE: November 29, 2022
TO: Mayor Lang and Members of the Plan Commission
FROM: Brad Schmidt, AICP, Deputy Director
RE: CSM – Lot Line Adjustment – 515 W. North Water Street/430 Edna Avenue

The CSM proposes to adjust a shared lot line between 515 W. North Water Street and Edna Avenue. The owner at 515 W. North Water Street would like to adjust the property line to provide additional area to build a detached garage and meet City setbacks. Normally, any CSM that combines parcels or adjusts a property line between two parcels is reviewed administratively. In this case, Plan Commission and Common Council review is necessary since the resulting CSM changes the exterior boundary of the Wildfangs Plat and Bassets 2nd Addition to the Jones Island Plat. A CSM can modify the exterior boundary of an existing plat as long as there are no additional parcels created. The resulting CSM does not create any additional parcels.

When reviewing a CSM, Plan Commission shall also verify that the two parcels are within the same zoning district. Both parcels are located in the R-2, Two-Family Residence District. In addition, the creation or modification of any parcel shall meet the Subdivision Ordinance's design standards.

Sec. 25-94. - Lot design standards.

- (a) *Size, shape, etc., to be appropriate.* The size, shape and orientation of lots shall be appropriate for the location of the subdivision and for the type of development and use contemplated.
- (b) *Lot dimensions.* Lot dimensions shall conform to the requirements of the Zoning Code. Lots in a residential district shall not be less than 60 feet wide at the building line nor less than 7,200 square feet in area. A 2½-to-one depth-width ratio of the lots shall be considered a desirable maximum.
- (c) *Access.* All lots shall front or abut on a public street. Lots with access limited to private streets shall only be permitted with Plan Commission approval.
- (d) *Arterial frontage.* Residential lots abutting existing or projected arterial highways shall be platted with additional depth and or width to permit generous distances between the buildings and such traffic ways.
- (e) *Corner lots.* Corner lots in residential districts shall have extra width to permit full building setbacks of at least 25 feet from both streets.
- (f) *Lots at right angles.* Lots at right angles to each other shall be avoided wherever possible, especially in residential areas.
- (g) *Side lot lines.* Side lot lines shall be substantially at right angles or radial to street lines.
- (h) *Large lots.* Subdivided parcels containing one or more acres shall be arranged to allow the resubdivision of said parcels into normal lots in accordance with the provisions of this chapter.

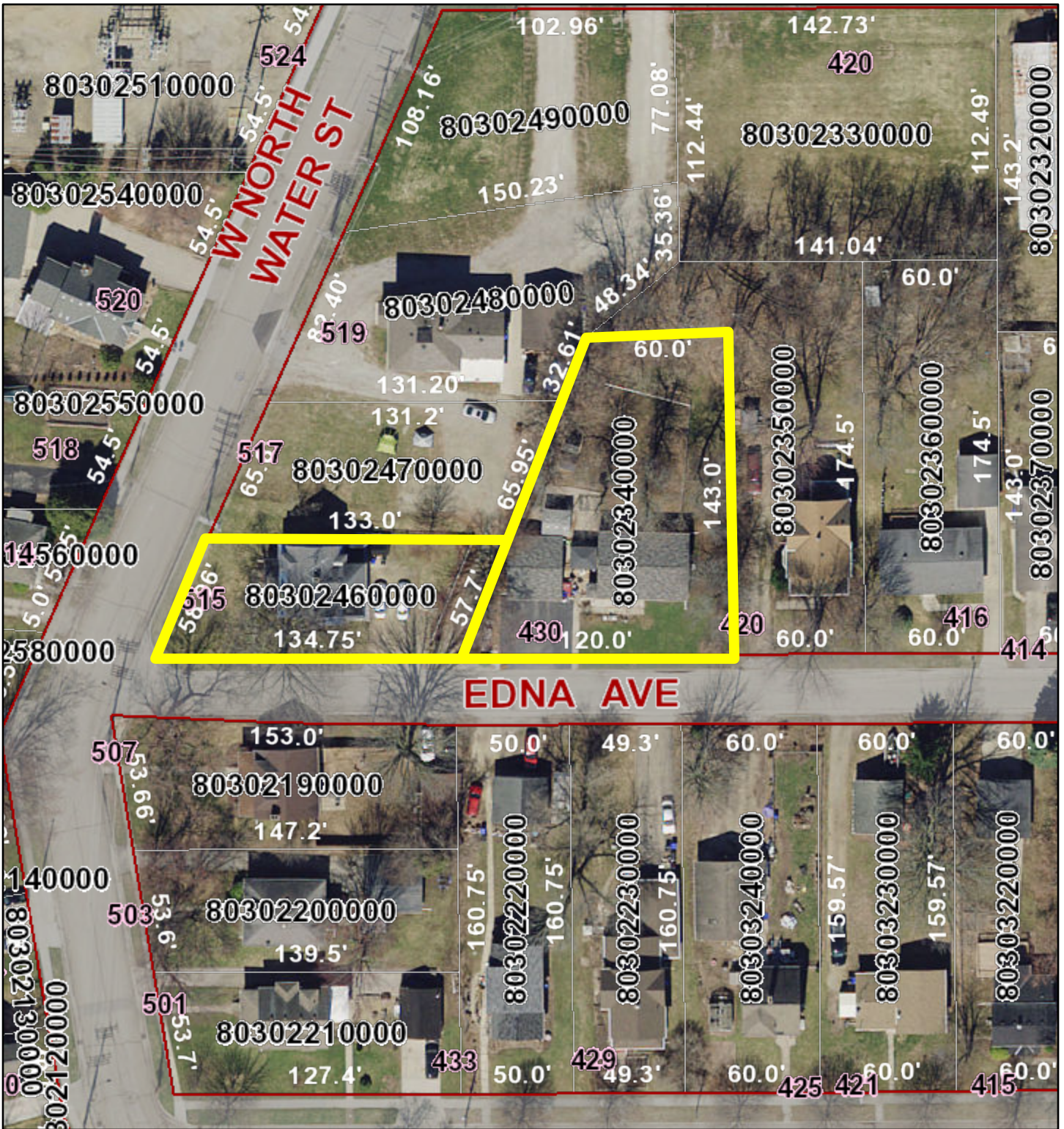
November 29, 2022 – Page 2

(i) *Double frontage lots*. Double frontage and reversed frontage lots shall be avoided except where necessary to provide separation of residential development from traffic arteries or to overcome specific disadvantages of topography and orientation.

Recommendation












An appropriate action at this time is for the Plan Commission to recommend Common Council approve the proposed CSM for the properties located at 515 W. North Water Street and 430 Edna Avenue.

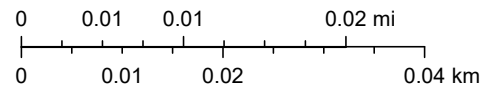
CSM Map



11/17/2022, 1:07:26 PM

1:750

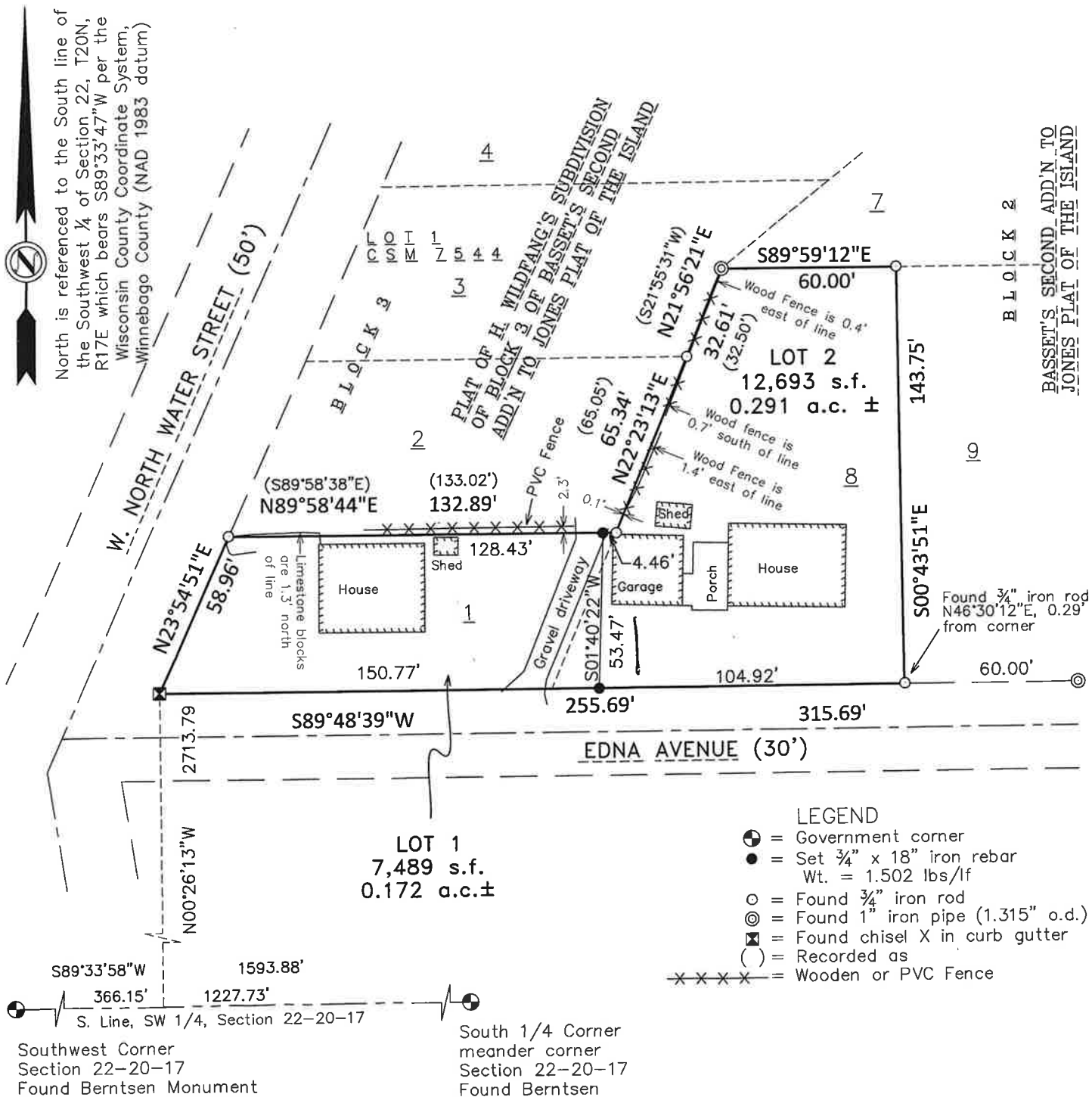
-  Adjacent Counties
-  Navigable - Permanent (checked)
-  Lakes, Ponds and Rivers
-  Navigable - Intermittent (checked)
-  Navigable Waterways
-  Navigable - Stream (checked)
-  Navigable - Permanent (unchecked)
-  Tax Parcel Boundary
-  Navigable - Intermittent (unchecked)
-  Road ROW
-  Navigable - Stream (unchecked)



Winnebago County GIS, Imagery Date: April 2020

Certified Survey Map

All of Lot 8, Block 2, Basset's Second Addition to Jones Plat of the Island, and all of Lot 1, Plat of H. Wildfang's Subdivision of Block 3, Basset's Second Addition to Jones Plat of the Island, City of Neenah, Winnebago County, Wisconsin.



CERTIFIED SURVEY MAP

All of Lot 8, Block 2, Basset's Second Addition to Jones Plat of the Island, and all of Lot 1, Plat of H. Wildfang's Subdivision of Block 3, Basset's Second Addition to Jones Plat of the Island, City of Neenah, Winnebago County, Wisconsin.

SURVEYOR'S CERTIFICATE

I, David Hebert, Wisconsin Professional Land Surveyor, do hereby certify that I have surveyed, divided and mapped all of Lot 8, Block 2, Basset's Second Addition to Jones Plat of the Island, and all of Lot 1, Plat of H. Wildfang's Subdivision of Block 3, Basset's Second Addition to Jones Plat of the Island, City of Neenah, Winnebago County, Wisconsin.

I further certify that the map hereon is a correct representation of all the exterior boundaries of the land surveyed and the division of that land; that I have made such survey, division and map by order and under direction of Steve Taubel; and that I have fully complied with the code of ordinances of The City of Neenah, Wisconsin and with s. 236.34 of the Wisconsin statutes in surveying, dividing and mapping the same.

David Hebert PLS Date

NOTES

- 1. This Certified Survey Map is all of tax parcel # 80302460000 and 80302340000
- 2. This Certified Survey Map is contained wholly within the lands described in Document #s 58358 and 72309
- 3. The owners of record are Steve Taubel, Brenda Taubel and Mark Heil

OWNER'S CERTIFICATE

I (We), as owner(s), do hereby certify that I (we) caused the lands described on this Certified Survey Map to be surveyed, divided, and mapped as represented on this map. I (We) further acknowledge that this map is to be submitted to the City of Neenah Planning and Zoning Committee for approval or objection.

Steve Taubel Date Brenda Taubel Date
STATE OF WISCONSIN
WINNEBAGO COUNTY)^{SS}

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

Notary Public, State of Wisconsin My commission expires

Mark Heil Date
STATE OF WISCONSIN
WINNEBAGO COUNTY)^{SS}

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

Notary Public, State of Wisconsin My commission expires

CITY PLANNING AND ZONING COMMITTEE CERTIFICATE

Pursuant to the Land Subdivision Regulations of the City of Neenah, Wisconsin, all requirements for approval have been fulfilled.

This Certified Survey Map was approved by the City of Neenah on this _____ day of _____, 20____.