



City of Neenah
SPECIAL COMMON COUNCIL
AMENDED AGENDA
MEETING AND BUDGET PUBLIC HEARING
Tuesday, November 14, 2023 at 7:00 PM
Neenah City Hall – 211 Walnut Street
Council Chambers

I. Roll Call and Pledge of Allegiance

PRESENTATION OF SMALL BUSINESS SATURDAY PROCLAMATION, NOVEMBER 25, 2023.

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

A. None.

III. Approval of Council Proceedings

A. Approval of the Council Minutes and Proceedings of November 1, 2023 regular session. **(UC)**

IV. Public Hearings

A. Consider Ordinance 2023-18 Rezoning a portion of property located at 1385 Alpine Lane to the R-2, Two-Family Residence District.

V. Plan Commission report pertaining to the Public Hearings

A. Plan Commission meeting of November 7, 2023: (Ald. Steiner) (Minutes can be found on the city website)

1. Commission recommends Council approve Ordinance 2023-18 rezoning a portion of property located at 1385 Alpine Lane to the R-2, Two-Family Residence District. **(RollCall-Pro)**

VI. Public Forum

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

VII. Mayor/Council consideration of public forum issues

VIII. Consent Agenda

A. None

IX. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of November 7, 2023: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the City web site)
 - 1. Meeting was cancelled, no report.
- B. Regular Finance and Personnel Committee meeting of November 6, 2023: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the city website)
 - 1. Meeting cancelled, no report.
- X. Reports of special committees and liaisons and various special projects committees
 - A. Regular Plan Commission meeting of November 7, 2023: (Council Rep Steiner) (Minutes can be found on the city website)
 - 1. Information Only Items:
 - a) The Commission approved a four lot Certified Survey Map for the property located at 1385 Alpine Lane.
 - b) The Commission approved the site plan for a new restaurant building located at 240 1st Street subject to the Site Plan Review letter comments.
 - B. Board of Public Works meeting of November 7, 2023: (Vice Chairperson Hillstrom) (Minutes can be found on the city website)
 - 1. Information Only Items:
 - a) The Board approved Pay Request No.4, Contract 2-23, Sewer, Water Main and Street Construction on Brantwood Dr., Brantwood Ct., Charles Ct., Hughes Ct., Memorial Ct., and Patrick Ct., to David Tenor Corporation, in the amount of \$213,421.05.
 - b) The Board approved Change Order No.2, Contract 7-21, Harrison Street Stormwater Pond, to MCC, Inc., for additional row under retaining wall, additional Ledge stone, extra gravel, and 24-inch concrete apron end section, in the amount of \$68,116.64.
 - c) The Board approved Pay Request No.8, Contract 7-21, Harrison Street Stormwater Pond, to MCC Inc., in the amount of \$79,910.52.
 - d) The Board recommended Water Commission approve the Final Pay Request Contract 1-23W Cecil Street Water Tower Repainting to Fedewa, Inc., Hastings, Michigan in the amount of \$15,100.00.
 - C. Reports on neighborhood groups.
 - 1. Business Improvement District Board (BID Board) – Alderperson Skyrms
 - D. Library Board
 - 1. Report from the Library Board – Alderperson Erickson
 - E. Neenah Arts Council

1. Report from the Neenah Arts Council – Alderperson Erickson
 - F. Landmarks Commission
 1. Report from the Landmarks Commission – Alderperson Weber
 - a) Meeting cancelled, no report.
 - XI. Presentation of petitions
 - A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
 - XII. Council Directives
 - XIII. Unfinished Business
 - XIV. New Business
 - A. Arrowhead Park Development Status Report. (Ald. Hillstrom)
 - B. Any announcements/questions that may legally come before the Council.
 - XV. 2024 Budget Public Hearing
 - A. Public Hearing on the Proposed 2024 Operating Budget and 2024 Capital Improvements Program Budget.
 - XVI. Discussion and Consideration of Public Hearing and Other Matters Relating to the Recommended 2024 Operating Budget and 2024 Capital Improvements Program Budget.
 - A. Consideration of Resolution No. 2023-31 adopting the 2024 Operating Budget and Capital Improvements Budget. **(RollCall-Pro)**
 - B. Such Other 2024 Budget Matters as Legally Come Before the Council.
- Continued discussions has been noticed as a Council Meeting – Budget Public Hearing on Wednesday, November 15, 2023 at 7:00 p.m.**
- VIII. Adjourn (if Budget Hearing concluded) or recess to November 15, 2023 Council Meeting – Budget Public Hearing at 7:00 p.m.

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 **e-mail clerk@neenahwi.gov** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

CITY OF NEENAH, WISCONSIN

SMALL BUSINESS SATURDAY PROCLAMATION

WHEREAS, according to the U.S. Small Business Administration, there are 33.2 million small businesses in the United States; small businesses represent 99.7% of firms with paid employees, small businesses are responsible for 62.7% of net new jobs created since 1995, and small businesses employ 46.4% of the employees in the private sector in the United States; and

WHEREAS, 68 cents of every dollar spent at a small business in the United States stays in the local community and every dollar spent at small businesses creates an additional 48 cents in local business activity as a result of employees and local businesses purchasing local goods and services; and

WHEREAS, 72% of consumers reported that Small Business Saturday 2022 made them want to shop and dine at small, independently-owned retailers and restaurants all year long; and

WHEREAS, Neenah, WI, supports our local businesses that create jobs, boost our local economy, and preserve our communities; and


WHEREAS, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

NOW, THEREFORE BE IT RESOLVED that, I, Jane B. Lang, Mayor of the City of Neenah, on behalf of the residents of Neenah do hereby proclaim, November 25, 2023, as

SMALL BUSINESS SATURDAY

And urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and to Shop Small throughout the year.

Signed and sealed this 23th day of
October, 2023.


Jane B. Lang, Mayor
Neenah, Wisconsin

Common Council Minutes
Wednesday, November 1, 2023 at 7:00 PM

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, November 1, 2023, in the Council Chambers of Neenah City Hall.

Council President Borchardt is the chair.

Present: Alderpersons Boyette, Erickson, Hillstrom, Lendrum, Steiner, Stevenson, Skyrms, Weber, and Council President Borchardt. Staff present Director of Finance Rasmussen, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Rashid, and City Clerk Nagel. Mayor Lang was excused.

Also Present: Police Chief Olson, Assistant Police Chief Bernice, and Director Wenninger.

After some technical difficulties, Council President Borchardt called the meeting to order at 7:09 p.m.

- I. The Mayor/Alderpersons recorded their attendance on the RollCall-Pro System as the Clerk called the roll. Alderperson Steiner led the Pledge of Allegiance.
- II. Introduction and Confirmation of Mayor's Appointment(s)
 - A. None.
- III. Approval of Council Proceedings
 - A. Approval of the Council Minutes and Proceedings of October 18, 2023 regular session.
There being no objections, the Council Minutes and Proceedings of October 18, 2023 were ordered approved as written by unanimous consent.
- IV. Public Forum
 - A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
- V. Mayor/Council consideration of public forum issues
- VI. Consent Agenda
 - A. None.
- VII. Reports of standing committees
 - A. Regular Public Services and Safety Committee meeting of October 24, 2023: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the city website)
 - A. Meeting cancelled, no report.
 - B. Special Finance and Personnel Committee meeting of November 1, 2023: (Chairperson Erickson/Vice Chairperson Skyrms)
 - A. Consideration of Committee recommendation regarding entering into an agreement to purchase a stretch of fiber optics infrastructure, running from the Commercial and Franklin Streets to the Northeast corner of Oak Hill Cemetery, from Neenah Joint School District for a cost of \$15,000 with the purchase being funded from Information Systems Fiber Build Capital Equipment Account (011-1787-743-8115). **(RollCall-Pro)**
MSCRP Stevenson/Skyrms to approve the purchase agreement as recommended by committee. Motion carried 7-2, with Boyette and Erickson dissenting.

Discussion: Alderman Boyette explained she voted against the agreement because she feels it is a want instead of a need at this time. She understands the fiber will be beneficial to have in future but would like a better negotiated price.

Alderman Stevenson requested an accounting in the Information System Fiber Build Capital Equipment Account. While he agrees with Alderman Boyette and other committee members regarding the cost of the lines, Alderman Stevenson questioned if the price is worth the investment. Therefore, Director Wenninger addressed the Council and advised that there is \$50,000 in the fund just for fiber builds. The purchase of the fiber from the School District would require that the city add approximately one mile of fiber installation to provide services to Oak Hill Cemetery. This fiber would also allow the city to connect to traffic signals on Green Bay Road which is part of the Smart Cities Initiative and would allow the city to get services to Washington Park.

Alderman Stevenson's summary advised the purchase of this fiber would give the city one path that leads to a wider range of wireless technology. We need to recognize the future value to the city of not having to repeat the installation work. There is additional dollars left over to do other connections as well. Alderman Steven supports the purchase even though he does not like how the results of the negotiations.

Alderman Weber questioned the risk of not purchasing the fiber at this time. Director Wenninger does not believe there is another buyer at this point; whoever purchases the fiber would have to be a publicly owned entity with connecting fiber in the area. The cost savings is that, currently Oak Hill Cemetery is on Spectrum wireless which as very spotty coverage at best. Purchasing the fiber now would be a cost savings of the Spectrum wireless which would pay for the fiber is four years and provide a better wireless service to the cemetery area.

- B. Consideration of Committee recommendation regarding Resolution No. 2023-30 Approval of Project for Winnebago County Spirit Fund Local Government Allocation. **(RollCall-Pro)**
MSCRP Erickson/Boyette to approve Resolution No. 2023-30 as recommended by committee, all voting aye.

Discussion: Director Rasmussen explained the Winnebago County Spirit Fund was created out of the ARPA dollars. The County Board passed a resolution to pay each municipality \$145,000. In order to receive the money, each municipality had to identify a project that had a one-time expense, with a legacy. The project could be reimbursable. Staff is recommending the resurfacing of Hunt Avenue, Brookwood Drive and Fairwood Drive project as the reimbursable, onetime expense with a legacy project to receive the Spirit Fund money. The total cost of the project was \$486,851. This area had a PASER rating of 2 and is a low to moderate income neighborhood. This neighborhood will benefit from this project for some time.

Alderman S kyrms recognized Director Rasmussen for her work in order to get this money.

Alderman Stevenson shared with the Council that the project was completed with borrowed dollars and inquired where the \$145,000 would go. Director Rasmussen recommends putting the Spirit Fund money into the debt service to decrease the borrowing. The money will not go into the levy fund.

- C. Regular Finance and Personnel Committee meeting of October 23, 2023: (Chairperson Erickson/Vice Chairperson S kyrms) (Minutes can be found on the city website)
- A. Committee recommends Council approve Resolution 2023-28 Transportation Assessment Replacement Fee (TARF) for 2024 and Providing for a Cap on the Fee, and to exempt any properties that have been issued special assessments for street construction in 2023 for five years. **(RollCall-Pro)**

MSCRP Erickson/Boyette to approve Resolution 2023-28 as recommended by committee, all voting aye.

Discussion: There was discussion of the revised resolution allowing the exemption of the properties that have been issued special assessment for street construction in 2023 for five years as well as the annual review of the TARF was not included in the packet. Clerk Nagel displayed the revised version of Resolution 2023-28 on the screen for all to see. She also advised that proposed language was on the agenda proper.

Alderman Stevenson questioned the exemption of the 2023 special assessments. It was confirmed that the 2023 special assessments were for new street construction. The TARF was supposed to be applied for resurfacing and reconstruction of streets, not new street construction. The year TARF was implemented residents paid both for new street construction and for the TARF.

Director Kaiser advised there were exemptions for new street construction special assessments when TARF was implemented. Such exceptions are just now being rolled on the utility bill. At the time of the creation, discussion was held in a broader sense for new street construction and an exemption was given.

Alderman Weber questioned the logic behind the five-year exemption. There was no logic behind the five year the exemption. The five-year exemption was included in the original TARF resolution.

Alderman Steiner commented that the exemption has been done in the past, and if someone has just received new street construction assessment, the exemption is a way to give a bit of a reprieve over five years even if it is two different concepts. It is just an avenue to give those who just received a new street construction assessment a bit of breathing room, so he supports the exemption.

- D. NMFR Joint Finance & Personnel Committee meeting of October 24, 2023: (Council President Borchardt) (Minutes can be found on the city website)
 - A. Committee recommends Council approve Neenah-Menasha's 2024 Operating and CIP budget with the deductions presented by both Mayors that results in a total reduction of \$111,250 to the overall 2024 operating budget. **(RollCall-Pro)**
MSCRP Borchardt/Stevenson to approve the 2024 Operating and CIP Budget as recommended by committee, all voting aye.

No discussion.

- VIII. Reports of special committees and liaisons and various special projects committees
 - A. Regular Plan Commission meeting of October 24, 2023: (Council Rep Steiner) (Minutes can be found on the city website)
 - 1. Meeting cancelled, no report.
 - B. Board of Public Works meeting of October 31, 2023: (Vice Chairperson Hillstrom) (Minutes can be found on the city website)
 - 1. Information Only Items:
 - a. The Board approved Change Order No.1, Neenah Creek Bridge, for additional rebar, clearing, grubbing, pile steel, and silt screen, to Pheifer Brothers, in an amount of \$10,281.34.
 - b. The Board approved Pay Request No.1, Neenah Creek Bridge, to Pheifer Brothers, in an amount of \$222,046.22.
Clarification was given on the location of the bridge that is closed. It is located to the south of the Ground Round bridge.

- C. Sustainable Neenah Committee
 - 1. Report from the Sustainable Neenah Committee – Alderperson Lendrum
 - a. Meeting was cancelled, no report.
 - D. Bergstrom Mahler Museum
 - 1. Report from the Bergstrom Mahler Museum – Council President Borchardt
 - a. Reporting from the October Board Meeting.
 - b. Support YOUR Museum: Annual Fund Drive Campaign: Nov 2, 2023–Jan 15, 2024 This year, generous museum supporters Roger and Lynn Van Vreede, Jock and Maria Stafford, Christine Waterhouse, and Sandra and John Valentine have graciously agreed to a combined \$40,000 matching gift during our year-end appeal.
 - c. Membership/ Museum Shop Promo: Give the Gift of Membership: November 24th– December 31st, 2024. Give the gift of membership and receive a free ornament from the Museum Shop.
 - d. Community Event: Art After Dark: Gingerbread House -December 14th: 5:30-8pm. Admission Free.
 - e. FUN-raiser: The Crystal Ball, February 10th from 6pm -10pm at The Reserve, Downtown, Neenah. Ticket prices \$125 per person or \$1,500 per table (seats 8). Janet Planet scheduled with her 6-piece band for music.
 - f. Community Event: Fused by Numbers: Women’s Collaborative Mural – various dates and times. Admission Free. Check the website for details.
 - A. Parks & Recreation Commission
 - 1. Report from the Park Commission – Alderperson Weber
 - a. Reporting from the October 19, 2023 meeting
 - b. Reviewed and discussed the rendering and financial cost estimate on the Veterans Flag Memorial at Shattuck Park. Local Veterans were present to discuss the rendering. The Commission did vote to accept the rendering. The next step is to develop a Memorandum of Understanding with the Veterans Organization.
 - c. Carpenter Preserve Final Re-Master Plan Presentation by Graef Engineering. There was discussion on the content that was included based on survey and public forum input. There was no action taken at this time, but there was discussion on potential changes and costs phasing of the project.
 - d. The Shoreline Master Plan was adopted and staff was authorized to engage in the first task which is to move forward to do study and engineering which is part of the 2023 CIP funds.
- IX. Presentation of petitions
- A. Any other petition received by the City Clerk’s Office after distribution of the agenda.
- X. Council Directives
- A. None.
- XI. Unfinished Business
- A. None.
- XII. New Business
- A. Any announcements/questions that may legally come before the Council.
 - B. Alderman Boyette announced that she is collecting leftover Halloween Candy to send to deployed military personnel. The address to drop off the candy is 807 Nicolet Blvd.
 - C. Clerk Nagel reminded the Council of the scheduled Budget Workshops next week with a 6:00 PM start, and Budget Public Hearing is scheduled for Tuesday, November 14, 2023 at 7:00 PM.

XIII. Adjournment

Motion by Stevenson/Boyette to adjourn, all voting aye. Meeting adjourned at 7:36 PM.

Respectfully submitted,

A handwritten signature in black ink that reads "Charlotte K. Nagel". The signature is written in a cursive, flowing style.

Charlotte Nagel, City Clerk

Common Council Proceedings
Wednesday, November 1, 2023 at 7:00 PM

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 PM, November 1, 2023, in the Council Chambers of Neenah City Hall.

Council President Borchardt is the chair.

Present: Alderpersons Boyette, Erickson, Hillstrom, Lendrum, Steiner, Stevenson, Skyrms, Weber, and Council President Borchardt. Staff present Director of Finance Rasmussen, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Rashid, and City Clerk Nagel. Mayor Lang was excused.

Also Present: Police Chief Olson, Assistant Police Chief Bernice, and Director Wenninger.

After some technical difficulties, Council President Borchardt called the meeting to order at 7:09 p.m.

- I. The Mayor/Alderpersons recorded their attendance on the RollCall-Pro System as the Clerk called the roll. Alderperson Steiner led the Pledge of Allegiance.
- II. Introduction and Confirmation of Mayor's Appointment(s)
 - A. None.
- III. Approval of Council Proceedings
 - A. Approval of the Council Minutes and Proceedings of October 18, 2023 regular session.
There being no objections, the Council Minutes and Proceedings of October 18, 2023 were ordered approved as written by unanimous consent.
- IV. Public Forum
 - A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
- V. Mayor/Council consideration of public forum issues
- VI. Consent Agenda
 - A. None.
- VII. Reports of standing committees
 - A. Regular Public Services and Safety Committee meeting of October 24, 2023: (Chairperson Lendrum/Vice Chairperson Hillstrom) (Minutes can be found on the city website)
 - A. Meeting cancelled, no report.
 - B. Special Finance and Personnel Committee meeting of November 1, 2023: (Chairperson Erickson/Vice Chairperson Skyrms)
 - A. Consideration of Committee recommendation regarding entering into an agreement to purchase a stretch of fiber optics infrastructure, running from the Commercial and Franklin Streets to the Northeast corner of Oak Hill Cemetery, from Neenah Joint School District for a cost of \$15,000 with the purchase being funded from Information Systems Fiber Build Capital Equipment Account (011-1787-743-8115). **(RollCall-Pro)**
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 - B. Consideration of Committee recommendation regarding Resolution No. 2023-30 Approval of Project for Winnebago County Spirit Fund Local Government Allocation. **(RollCall-Pro)**
MSCRP Erickson/Boyette to approve Resolution No. 2023-30 as recommended by committee, all voting aye.

- C. Regular Finance and Personnel Committee meeting of October 23, 2023: (Chairperson Erickson/Vice Chairperson Skyrms) (Minutes can be found on the city website)
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MSCRP Erickson/Boyette to approve Resolution 2023-28 as recommended by committee, all voting aye.
 - D. NMFR Joint Finance & Personnel Committee meeting of October 24, 2023: (Council President Borchardt) (Minutes can be found on the city website)
 - A. Committee recommends Council approve Neenah-Menasha's 2024 Operating and CIP budget with the deductions presented by both Mayors that results in a total reduction of \$111,250 to the overall 2024 operating budget. **(RollCall-Pro)**
MSCRP Borchardt/Stevenson to approve the 2024 Operating and CIP Budget as recommended by committee, all voting aye.
- VIII. Adjournment
Motion by Stevenson/Boyette to adjourn, all voting aye. Meeting adjourned at 7:36 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk

City of Neenah
Notice of Public Hearing

NOTICE IS HEREBY GIVEN that a public hearing will be held by the City of Neenah to consider rezoning land located at 1385 Alpine Lane from the R1, Single-Family Residence District to the R2, Two-Family Residence District.

The property for which the rezoning is being requested is legally described as follows:

The southern 195.13 feet portion of Lot 2 of Certified Survey Map No. 8036 located in the SW ¼ of the SW ¼ of Section 32, Township 20 North, Range 17 East, City of Neenah, Winnebago County, Wisconsin, including one-half the Breezewood Lane and Alpine Lane right-of-way adjacent to the subject parcel.

Parcel Number 80627500000

The hearing will be held at the City Administration Building, 211 Walnut Street, Neenah, Wisconsin.

**Plan Commission Informal Hearing
4:15 P.M. Hauser Room**

Tuesday, November 7, 2023

**Council Formal Hearing
7:00 P.M. Council Chambers**

Tuesday, November 14, 2023

NOTICE IS FURTHER GIVEN that applicant and interested persons may appear at said hearings and be heard for or against the proposed rezoning.

Charlotte Nagel
City Clerk
Neenah, Wisconsin

Publish: November 5th and November 6th, 2023

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, November 7 2023
4:15 p.m.

Present:

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

Also Present:

Brad Schmidt, Deputy Director of Community Development	Kayla Kubat, Administrative Assistant of Community Development	Chris Haese, Director of Community Development
Scott Becher, 1061 Green Acres Ln	David Miller, 240 1 st Street	Larry Zwiars, 1372 Alpine Ln
Tom and Jan Hoare, 1490 Breezewood Ln	Jason and Lori Geffers, 8275 County Rd T Larson	Alderman Cari Lendrum
Holly Engelman, Public Relations Specialist	Dean Kaufert, 1360 Alpine Ln	Alderman Todd Stevenson

Minutes: MSC Kaiser/Andrews, the Plan Commission, to approve the October 10, 2023 meeting minutes. All voting aye. Motion passed. Vice Chairperson Alderman Steiner abstained.

Public Appearances: Chairperson Mayor Lang opened public appearances to topics not related to the agenda.

Scott Becher, 1061 Green Acres Ln- He brought up an article from the Sheboygan Press regarding affordable housing. He pointed out Appleton is #4 on the list, Sheboygan is #3, and Racine is #9. He provided a copy of the article for distribution.

No others in attendance spoke. Chairperson Mayor Lang closed public appearances.

Public Hearings:

- a. Rezoning – 1385 Alpine Lane – R1 to R2 District

Dean Kaufert, 1360 Alpine Ln- He first stated the neighborhood was not properly notified of this hearing as some residents on his street received the letter regarding this rezoning the day before this hearing or the same day. He then commented there are all single-family homes in the neighborhood. On the entire street, there are no duplexes. He stated he does not have any problems with duplexes as he owns three or four in a duplex area. He states there is enough housing available, and this neighborhood is meant for single-family housing.

Larry Zwiars- 1372 Alpine Ln- He states this neighborhood should stay single-family homes.

Tom Hoare- 1490 Breezewood Ln- He states he built his house in an area where it has always been single-family, and he feels it should stay single-family.

Jason Geffers, 8275 County Rd T- He is the purchaser of the lots. His intention with the duplexes is to provide housing for friends and family, in particular aging parents and his newly married children. He states he has been a builder for 25 years; he intends to provide nice spec homes and duplexes on the lots to attract an upscale buyer.

No one else in attendance spoke. Chairperson Mayor Lang closed this public hearing.

Action Items:

a. **Rezoning – 1385 Alpine Lane – R1 to R2 District**

ORDINANCE
No. 2023-18

Deputy Director Schmidt went over the request from the applicant, Jason Geffers, for the rezoning. This property was recently annexed into the city, as well as the property directly to the west earlier this year. At the time when the property owner annexed this property, his intent was to split off and either sell or develop the piece or the subject property. In the end, that property owner chose to sell it to the applicant. There have been conversations with Applicant Jason Geffers about his plans for the property. This rezoning is also in conjunction with a certified survey map to split this lot into four lots. The surrounding area is primarily zoned single-family to the north and to the south. However, there is a row of R2 district zoning along Breezewood Lane, so this rezoning would not be what is referred to as spot zoning. It is consistent with the zoning patterns in this neighborhood. With a rezoning, once it's rezoned to R2, it still allows for both single-family attached and detached units. When a property is rezoned, it is not necessarily for a specific development, it is open to those other uses as well.

Vice Chairperson Alderman Steiner asked what the approximate size and square footage is of each unit. Applicant Jason Geffers stated it is very preliminary, but an estimate would be around 1,300 square feet. He also stated he is looking to make these units ADA friendly due to his parents living in the unit and possibly other aging residents. This would be zero-entry and no steps in the homes.

Member Ellenberger asked about the notices sent out and how they didn't reach residents until the day before. Director Haese explained how this is an extra notice in addition to the state law requirement of the to notify residents before the Council meeting. The city chooses to do an additional public hearing for the Plan Commission meeting. The notices were sent out last week Wednesday, however, the mail service has not been reliable. Deputy Director Schmidt went over the rezoning request process. There is a pre-application meeting with the applicant to understand the request, ask questions, and get feedback. Once the application is received, we are required to add it to the next regularly scheduled Plan Commission meeting. Per state law, we need to send out notices to neighbors within 200 feet, which were sent out Wednesday, informing the residents of the informal public hearing. Also, there are notices put in the newspaper per state law. For this hearing, the newspaper notices were this weekend and Monday. The Plan Commission agenda is also published on Fridays on the city's website and a notice was sent to the third district alderman, in case they receive any questions.

Member Ellenberger asked for clarification on the map which lots will be single-family, and which are duplexes. She also stated she liked seeing the rendering of the duplex as well as the zero-entry for the aging population.

Vice Chairperson Alderman Steiner stated for a zone to change, it needs to fit in with the comprehensive plan. He asked Deputy Director Schmidt to go over how this rezoning would fit into the plan. Deputy Director Schmidt went over how this is a transitional area between a high-density residential area to the west. The area to the east and north is considered a residential neighborhood investment area, which is primarily single-family but does not prohibit two-family. In looking at these factors, this rezoning would be consistent with the comprehensive plan.

Member Andrews stated where he lives there are a lot of duplexes on the north end of his street, and they are always in high demand. He feels when there is a mix of single-family and duplexes in an area, it makes the area more interesting and attractive. He does not think duplexes should be segregated and there seems to be a great need for this kind of housing.

Member Genett stated there are many duplexes on Breezewood already, it is consistent with neighborhood.

Vice Chairperson Alderman Steiner stated this would not be a huge outlier in the area. Housing continues to be an issue everywhere, not only in the city but across the country.

Chairperson Mayor Land did state the formal hearing will be next Tuesday evening at the Common Council meeting.

MSC Andrews/Genett, the Plan Commission, recommend Common Council approve Ordinance No. 2023-18 rezoning portion of property located at 1385 Alpine Lane to R-2, Two-Family Residence District. All voting aye. Motion passed.

b. CSM – 1385 Alpine Lane – 4 Lots

Deputy Director Schmidt went over the applicant's request to subdivide this lot into four separate lots. Lot three and lot four are proposed to be rezoned to R2 and the two northern lots would remain R1, proposed for single-family development. In reviewing CSMs, we look at that they meet minimum lot size. In this case, the minimum lot size for both the zoning categories is 7,200 square feet, which they exceed. The minimum lot width is 60 feet, which is also exceeded. There are water and sanitary laterals to lot four and lot one. Laterals will need to be installed to lot two and lot three.

Member Andrews stated if the R2 rezoning does not pass the formal hearing, the four lots would stay R1. Deputy Director Schmidt stated yes.

MSC Steiner/Moore-Nokes, the Plan Commission, approve the 4 lot CSM for the property located at 1385 Alpine Lane. All voting aye. Motion passed.

c. Site Plan Review/Beer Garden – 240 1st Street – New Restaurant

Deputy Director Schmidt went over the request received for a site plan for a new restaurant located at 240 1st Street. This is a former optician's office located in the northwest corner of 1st and Water Street. The plan for this is to demolish the building and build a new building on the foundations that are currently there. The new building is roughly 5,700 square feet in size, one

story, which will include a restaurant and an outdoor patio/beer garden. Deputy Director Schmidt showed renderings of the building. The entrance is on the west side of the building. The parking lot to the west of the building will remain and there will be additional parking along the and the north side of the building. He also showed the floorplan, where the dining space is in the middle, and the outdoor patio is located on the east and south side of the building. The plan also includes some landscaping. The final landscaping plan has not been reviewed, but there are landscaping requirements along Water Street and 1st Street. The developer is also installing a catch basin in the parking lot. There is a request for a liquor license, which will be at a Public Services and Safety meeting, not only to improve approve the liquor license, but the expansion to the patio area as well.

Dave Miller, the Developer, stated the renderings are being finalized in hopes to be open by Cinco de Mayo due to it being a Mexican restaurant but that may be an aggressive timeline.

Deputy Director Schmidt went over the site plan and how the proposed building is a little smaller than the existing building. Also stated this is in a zoned C2 district, which is a central business district. Restaurants are a permitted use. In reviewing these site plans, we are trying to ensure setbacks are met.

MSC Andrews/Ellenberger, the Plan Commission, approve the site plan for a new restaurant building located at 240 1st Street subject to the Site Plan Review letter comments and recommend Council approve the outdoor beer garden. All voting aye. Motion passed.

Comprehensive Plan 2040 – 5 Year Review:

a. Chapter 5: Housing

Deputy Director Schmidt went over updating the data with either the new American Community Survey or 2020 Census data. There have been conversations about doing a housing market analysis to better understand what is happening in our area, both regionally and in the city. Owner occupied rates fell slightly from 66% to 64%, which is a common trend across the county. Vacancy rates dropped, which reflects the current housing market.

Vice Chairperson Alderman Steiner asked what data a housing market analysis would provide that we do not currently have. Deputy Director Schmidt stated it would show some trends as well as rents, mortgage costs and housing costs in more detail. It would also analyze our housing stock in greater detail than the Census and make projections from the data.

Member Ellenberger asked if this included the upgrade in the VNA. Deputy Director Schmidt it was not included in the data collected at that time, but we can now include it.

Deputy Director Schmidt went over how the housing chapter does go over low- and moderate-income housing options. We are also monitoring affordable housing legislation and trying to understand how this impacts the city. There are currently challenges with single-family homes due to not having a lot of developers and land available and there being more interest in multi-family. Having a variety of housing and having housing available will help the demand.

Plan Commission Minutes

November 7, 2023

Page 5

Member Hancock-Cooke asked what will happen when the city cannot grow anymore. Deputy Director Schmidt went over how growth is important but also protecting existing neighborhoods. There are surrounding communities that are landlocked without the ability to look at growth. Endless growth is not the plan but to ensure the city can grow is important.

Member Andrews stated there was a goal of having 100 lots available and if this is still the goal. Deputy Director Schmidt went over the new subdivisions that are being developed. He also went over appropriate developing sites.

Member Moore-Nokes looked at the Outagamie county housing study and asked how this is related to the city. Deputy Director Schmidt went over how it is better to look at a regional perspective and not only City.

Member Andrews asked if this plan discusses auxiliary structures. Deputy Director Schmidt stated there are challenges with building codes and looking long-term of what is going to happen once the structure is no longer needed by the owner.

Member Hancock-Cooke asked about tiny houses. Deputy Director Schmidt stated the challenge would also be the building code and the need for foundation, water, and sewer. He explained the building code is a state document.

Director Haese stated in a tiny home, there is still a bathroom and kitchen and the cost per square foot to construct may be similar to a full-size home. There is also an issue with vehicles and parking

Deputy Director Schmidt stated in other communities, there are some age-restricted housing, which can help the aging population downsize more affordably.

Announcements and Future Agenda Items: Next meeting is scheduled for November 28, 2023.

Adjournment: The Commission adjourned its meeting at 5:13 p.m. MSC Genett/Ellenberger. All voting Aye. Motion passed.

Respectfully Submitted,



Kayla Kubat
Administrative Assistant, Department of Community Development



M E M O R A N D U M

DATE: November 7, 2023
TO: Mayor Lang and Plan Commission
FROM: Brad Schmidt, AICP, Deputy Director
RE: Rezoning – Part of 1385 Alpine Lane – R1 to R2 (**Ord. No 2023-18**)

Request

Jason Geffers has submitted a request to rezone the southern portion of 1385 Alpine Lane from the R-1, Single-Family District to the R-2, Two-Family District.

Background

The subject property is located on the northwest corner of Alpine Lane and Breezewood Lane. The surrounding land uses include single-family residences and several two-family residences. The property is currently undeveloped and was annexed in 2023. The property owner has requested the R-2 District zoning to construct two duplexes on the southern portion of the property. In conjunction with the rezoning request, the property owner has also requested to subdivide the property into four lots. The northern two lots are proposed to be developed as single-family residences while the southern two lots are proposed to be developed as duplexes. The R2 District requires a minimum lot size of 7,200 square feet for either a duplex or single-family residence. The lots proposed to be rezoned are 10,233 square feet and 11,358 square feet. Although the plan is to construct duplexes on the two lots proposed to be rezoned, the R2 District does allow single-family residences as well.

Consideration

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 a transitional area between High Density Residential to the west and Residential Neighborhood Investment Area to the east and north. A mix of single-family and two-family residences is consistent with the Comprehensive Plan. In addition, properties east of the subject property along Breezewood Lane are within the R-2 District and include duplexes.

Recommendation

An appropriate action at this time is for the Plan Commission to recommend Common Council approve Ordinance No. 2023-18 rezoning a portion of property located at 1385 Alpine Lane to the R-2, Two-Family Residence District.



City of Neenah Community Development
211 Walnut Street
Neenah WI 54956
Ph 920.886.6130

November 02, 2023

JASON GEFFERS
JJ GEFFERS CONSTRUCTION
8275 PIONEER RD

RE: Rezoning #2-23 - 1385 Alpine Ln - R1 to R2 Rezoning Review () Status Approved

Dear JASON GEFFERS:

We have completed our review of the plan identified above. The plan was approved per attached comments, if any. This letter is not to be construed as a zoning compliance, grading, building permit, certificate of occupancy, or a substitute for any permit or certificate required by any state or federal government entity.

Sincerely,

Brad Schmidt
Deputy Director of Community Development and Assessment
bschmidt@neenahwi.gov
920-886-6126

Plan Review Comments

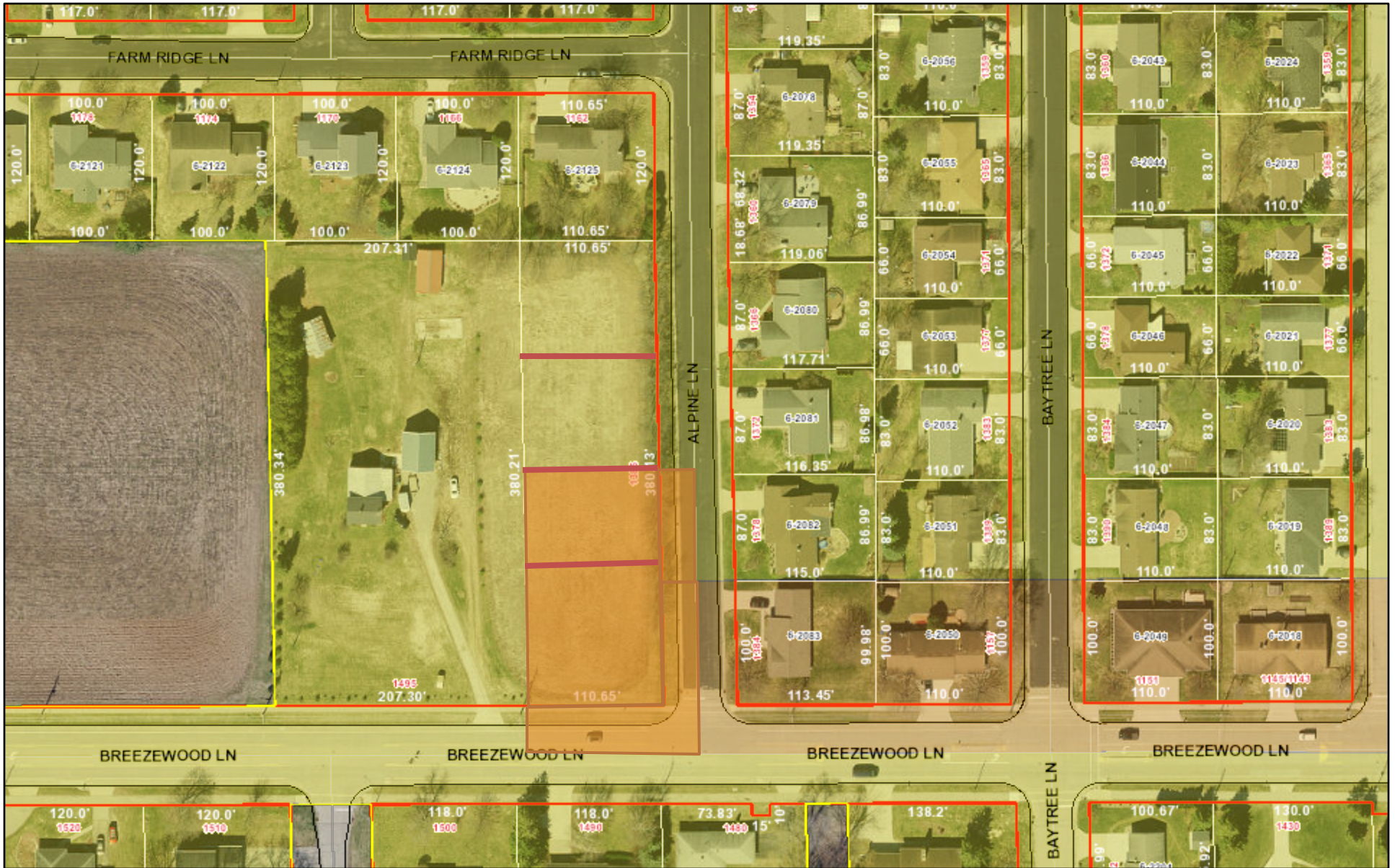
Planning - Brad Schmidt -
bschmidt@neenahwi.gov

Approved

Review Comments:

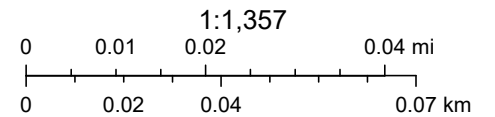
1. This request is contingent upon the approval and recording of the CSM.
-

Intranet GIS Web Map



11/1/2023, 11:38:02 AM

- | | | | | |
|--------|----|---------------------------|-------------------|--------------------|
| Zoning | M2 | I1 | Right-Of-Way | Municipal Boundary |
| | R1 | C1 | Railroad | |
| | R2 | C2 | Pavement Edge | |
| | M1 | PDD | Street Centerline | |
| | CH | Parcels, Winnebago County | | |



Imagery Date: April 2020



AN ORDINANCE: By the Neenah Plan Commission
Re: Rezoning land located along Alpine Lane from
the R-1, Single-Family District to the R-2, Two-
Family Residence District.

ORDINANCE NO. 2023-18
Introduced: _____
Committee/Commission Action: _____

AN ORDINANCE

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

Section 1. Section 26-123 of the Neenah Municipal Code pertaining to zoning districts, and the map therein described, is hereby amended by rezoning approximately 0.50 Acres of land located along Alpine Lane from the R-1, Single-Family Residence District to the R-2, Two-Family Residence District. The properties are more particularly described as follows:

The southern portion of Lot 2 of Certified Survey Map No. 8036 as Recorded in Document No. 1905291, located in the Southwest ¼ of the Southwest ¼ Section 32, Township 20 North, Range 17 East, City of Neenah, Winnebago County, Wisconsin and more specifically described below:

Beginning at the South ¼ Corner of Section 32, Township 20 North, Range 17 East; thence 4,425.28 feet west along the South line of the Southwest ¼ of Section 32, Township 20 North, Range 17 East; thence N01°10'26"W, 40.01 feet to the Point of Beginning; thence S89°52'38"W, 110.65 feet; thence N01°10'26"W, 195.21 feet; thence N89°54'52"E, 110.65'; thence S01°10'26"E, 195.13 feet to the Point of Beginning.

Parcel IDs: 80627500000

Section 2. 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 3. 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.

Adopted: _____

Approved: _____

Published: _____

Approved:

Jane Lang, Mayor

Attest:

Charlotte Nagel, City Clerk



M E M O R A N D U M

DATE: November 7, 2023
TO: Mayor Lang and Plan Commission
FROM: Brad Schmidt, AICP, Deputy Director
RE: 4 Lot CSM – 1385 Alpine Lane

Jason Geffers, owner of 1385 Alpine Lane, has submitted a certified survey map (CSM) to subdivide the subject property into four lots. The property is located on the northwest corner of Breezewood Lane and Alpine Lane and is currently undeveloped. In addition to the CSM, the applicant has also submitted a request to rezone Lots 3 and 4 from the R-1, Single-Family District to the R-2, Two-Family District. Lots 1 and 2 would remain in the R-1 District. The applicant has proposed to construct two single-family residences and two duplexes on the subject property.

The four proposed lots are consistent in size with surrounding lots north and east of the subject property and exceed the minimum lot size. A water service and sanitary sewer lateral are currently installed and located in proposed Lot 4. Water and sanitary laterals for the other three lots will need to be constructed along Alpine Lane.

Recommendation

An appropriate action at this time is for the Plan Commission to approve the 4 lot CSM for the property located at 1385 Alpine Lane subject the CSM review letter.



City of Neenah Community Development
211 Walnut Street
Neenah WI 54956
Ph 920.886.6130

November 02, 2023

BOB REIDER
CAROW LAND SURVEYING
615 N LYNNDAL DR
APPLETON, WI 54914

RE: CSM #4-23 - 1385 Breezewood Ln - 4 lots Certified Survey Map Review () Status Approved

Dear BOB REIDER:

We have completed our review of the plan identified above. The plan was approved per attached comments, if any. This letter is not to be construed as a zoning compliance, grading, building permit, certificate of occupancy, or a substitute for any permit or certificate required by any state or federal government entity.

Sincerely,

Brad Schmidt
Deputy Director of Community Development and Assessment
bschmidt@neenahwi.gov
920-886-6126

Plan Review Comments

Inspections - Building Commercial - Kyle Pederson - 920-886-6131
kpederson@neenahwi.gov

Approved

Review Comments:

Planning - Brad Schmidt -
bschmidt@neenahwi.gov

Approved

Review Comments:

1. Water and Sanitary sewer laterals will need to be installed on lots 1,2 and 3. Lot 4 has water/sewer laterals stubbed off of Breezewood Lane. Please contact the Engineering Department at 920-886-6240 to apply for appropriate permits.

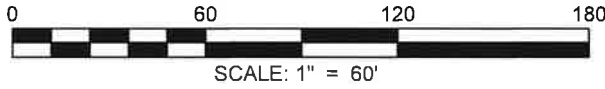
Engineering - Heath Kummerow - 920-886-6245
hkummerow@neenahwi.gov

Approved

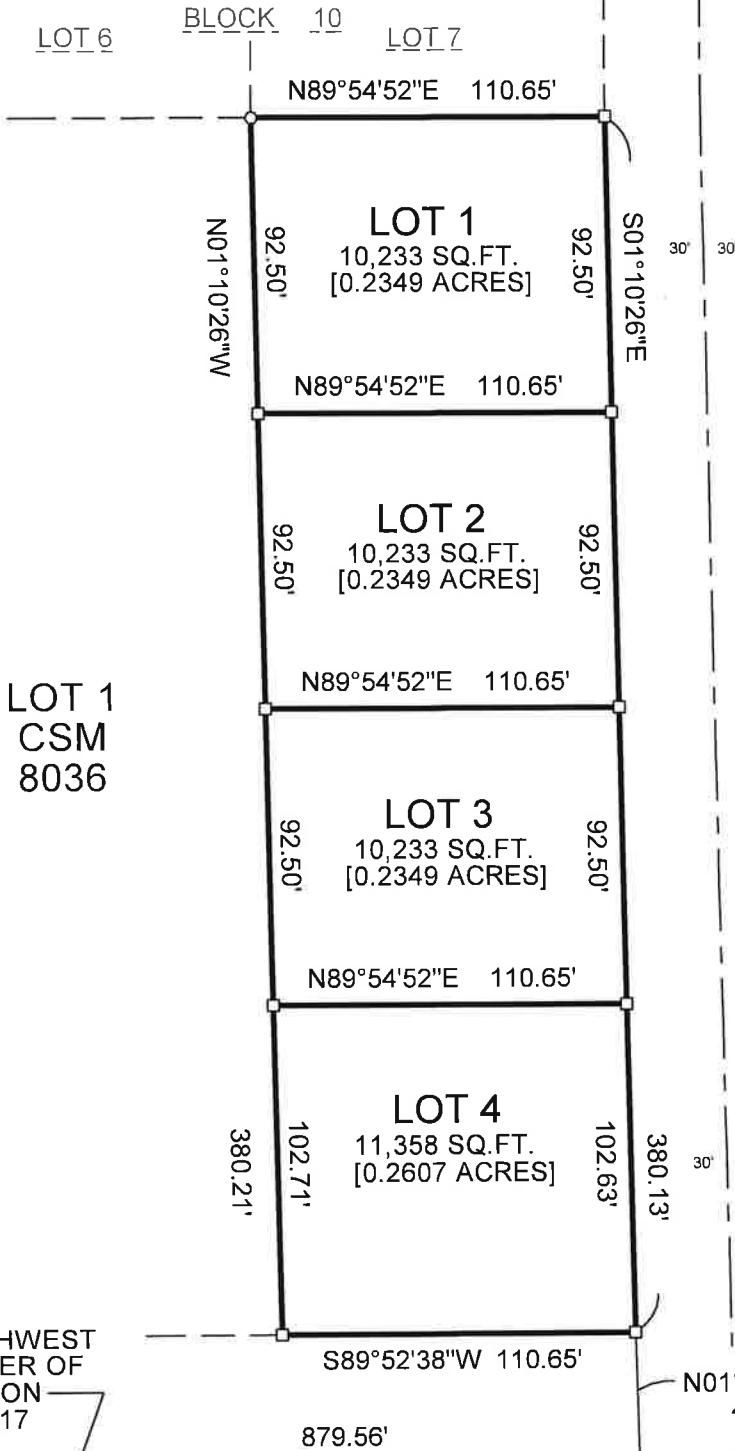
Review Comments:

CERTIFIED SURVEY MAP ON _____

ALL OF LOT 2 OF CERTIFIED SURVEY MAP NO. 8036 AS RECORDED IN DOCUMENT NO. 1905291, LOCATED IN THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 32, TOWNSHIP 20 NORTH, RANGE 17 EAST, CITY OF NEENAH, WINNEBAGO COUNTY, WISCONSIN.



2ND ADDITION TO CONANT HEIGHTS PLAT



NORTH IS REFERENCED TO THE SOUTH LINE OF THE SOUTHWEST 1/4 OF SECTION 32, T20N, R17E, WHICH BEARS N89°52'38"E PER THE WISCONSIN COUNTY COORDINATE SYSTEM (WINNEBAGO COUNTY)

NOTES:
- PRIOR TO ANY CONSTRUCTION OR OTHER LAND USE ACTIVITY, ALL BUILDING, SETBACKS AND OTHER LAND USE REQUIREMENTS SHOULD BE VERIFIED WITH THE CITY OF NEENAH
- THIS MAP DOES NOT TRANSFER PROPERTY OWNERSHIP OF THE LOTS HEREON. SALE OR TRANSFER OF THESE LOTS REQUIRES A DEED.

OWNER OF RECORD:
YOUR SPACE L.L.C.

DOCUMENT NO.
1908237

TAX PARCEL NO.
80627500000

SOUTHWEST CORNER OF SECTION 32-20-17

SOUTH 1/4 CORNER OF SECTION 32-20-17

CHRISTOPHER E. PERREAULT, PLS-2249 DATE
CAROW LAND SURVEYING & ENVIRONMENTAL
615 N. LYNNDAL DRIVE, APPLETON, WI, 54914
N5841 S.T.H. "47-55", SHAWANO, WI 54166
PHONE: (920)731-4168
A2302.8-23 CEP 10/31/2023

- LEGEND**
- = EXISTING 3/4" IRON REBAR
 - = EXISTING 1 1/4" O.D. IRON PIPE
 - = EXISTING SURVEY SPIKE IN DISK
 - ⊕ = EXISTING BERNTSEN MONUMENT



M E M O R A N D U M

DATE: November 7, 2023
TO: Mayor Lang and Plan Commission
FROM: Brad Schmidt, AICP, Deputy Director
RE: Site Plan Review – 240 1st Street – Restaurant Development

Request

611 Properties, LLC, has submitted a site plan application to construct a new restaurant with an outdoor premise area located at 240 1st Street.

Background

The subject property is 0.67 acres in size and includes a 5,700 square foot building most recently used as an optician's office. The property is located in the C-2, Central Business District which permits a variety of commercial and office uses including restaurants. The surrounding land uses include medical/dental offices and the ThedaCare Regional Hospital.

Consideration

The current building is proposed to be demolished due to the inability to reuse it as a restaurant. The new building will be slightly smaller (4,409 square feet) but located in the same southeast portion of the property.

Building Setbacks:

Front Yard – 0 feet (**6 feet – 1st Street, 22.5 feet East North Water Street**)
Side Yard – 0 feet (**36.3 feet**)

Max Height – 100 feet (**16 feet**)

Landscaping:

New developments are required to meet the following landscape requirement:

Frontage – Landscape strip extending along the lot adjacent to all road right-of-way shall be landscaped as described below:

- A minimum of one shade tree and six shrubs per 40 linear feet of frontage, excluding driveway openings.
- **320 feet of frontage – 8 shade trees and 48 shrubs required.**

Screening – All exterior storage in refuse disposal areas shall be screened from view to all adjacent properties and road right-of-way.

- Screening shall be with a six-foot high sight-tight fence or wall.
- **Provide detail on the screening of the refuse collection area.**

Off-Street Parking

Restaurant uses require one parking space for each 75 square feet of publicly used floor area. The publicly used area is approximately 2,600 square feet. A minimum of 35 off-street parking spaces are required. The site plan includes 38 off-street parking spaces. The property includes an existing off-street parking lot. This site plan proposes to expand parking on the west and north sides of the building.

Outdoor Patio

An outdoor patio is proposed on the southeast side of the building and is about 900 square feet in size. The applicant is proposing to serve alcohol in the patio which requires a liquor license. The patio shall be surrounded by an attractive fence no taller than 3 feet in height.

Building

The applicant is proposing to construct a one-story, 5,700 square foot building on the southeast corner of the property. If any mechanical equipment is proposed on the roof of the new building, it shall be screened with a parapet, or a structure approved by the Community Development Department.

Recommendation

Appropriate action at this time is to approve the site plan for a new restaurant building located at 240 1st Street subject to the Site Plan Review letter comments.



City of Neenah Community Development
211 Walnut Street
Neenah WI 54956
Ph 920.886.6130

November 03, 2023

DAVID MILLER

PO BOX 7312
APPLETON, WI 54912-7071

RE: Site Plan #13-23 - 240 1st St - Restaurant Site Plan - Major Review () Status Approved

Dear DAVID MILLER:

We have completed our review of the plan identified above. The plan was approved per attached comments, if any. This letter is not to be construed as a zoning compliance, grading, building permit, certificate of occupancy, or a substitute for any permit or certificate required by any state or federal government entity.

Sincerely,

Brad Schmidt
Deputy Director of Community Development and Assessment
bschmidt@neenahwi.gov
920-886-6126

Plan Review Comments

Fire Department - Adam Dorn - 886-6204
adorn@nmfire.org

Approved

Review Comments:

Advisory Comments:

Please see the attached NMFR Site Plan Review Letter.

Inspections - Building Commercial - Kyle Pederson - 920-886-6131
kpederson@neenahwi.gov

Approved

Review Comments:

Planning - Brad Schmidt -
bschmidt@neenahwi.gov

Approved

Review Comments:

1. Provide a landscape plan showing the location, type of planting, and size of planting for the required frontage yard landscaping (area between the front property line and 10 feet into the site). A minimum of 8 shade trees and 48 shrubs are required. Existing trees/shrubs can count towards this requirement.
2. Submit detail of the type of fence/wall for the dumpster enclosure area. The fence/wall shall be sight tight and be a minimum of 6 feet tall.
3. The patio shall be surrounded by a maximum 3-foot tall fence or wall. Please submit details on the type of fence/wall you intend to construct.
4. Provide more detail on the building design including building materials you propose to use. Roof-top mechanicals shall be screened.
5. Prior to building construction, please apply for all applicable building permits. Commercial state review can be submitted via this link: <https://app.smartsheet.com/b/form/993115cfe4ee4bc382b7ede10f1e6869>
7. Sign permits can be applied for via this link: <https://evolvepublic.neenahwi.gov/>

Engineering - Heath Kummerow - 920-886-6245
hkummerow@neenahwi.gov

Approved

Review Comments:

Water Utility - Anthony Mach - 920-886-6180
amach@neenahwi.gov

Approved

Review Comments:



Neenah-Menasha Fire Rescue

Office of Adam J. Dorn

Assistant Chief of Fire Prevention / Fire Marshal

125 E. COLUMBIAN AVENUE, NEENAH, WI 54956

Phone: 920-886-6200 Fax: 920-886-6208 Website: www.nmfire.org Email: adorn@nmfire.org

Date: 11-02-2023
Address: 240 1st Street, Neenah

Re: Site Plan Review

Plan Review Number:	Not Provided
Application No.:	Not Provided
Site ID No.:	Not Provided
Project No.:	7496Engr.dwg

To: Davel Engineering and Environmental
Nicole Evers – Ever After Designs

Neenah-Menasha Fire Rescue Fire Prevention Office has reviewed the site plans for the occupancy indicated above. The documents have been reviewed for conformance to the Wisconsin Department of Safety and Professional Services, IBC, NFPA, and Local ordinances of the Cities of Neenah and Menasha (as applicable). Prior to issuing any conditional approvals the review process requires the following stipulations:

1. A copy of this letter shall be given to the general contractor. The general contractor shall arrange for a pre-construction consultation regarding fire prevention and other safeguards. Failure to contact the Fire Prevention Office of Neenah-Menasha Fire Rescue may delay the project. **Please call 920-886-6204 to schedule this consultation.**
2. A Knox Box is required (if not already equipped) for this building and shall be installed on the exterior of the building and discuss the location with the Fire Marshal of Neenah-Menasha Fire Rescue.
 - a. Also obtain a Knox key switch for any parking garage entrances or locked gates, if applicable. These may be ordered online at www.knoxbox.com.
3. If the construction area will have limited access due to construction fence or chained access, **the contractor will be required to obtain a department approved Knox Padlock Model 3770**. This lock may be ordered online at www.knoxbox.com. This padlock will be used as the last link in the chain with the construction padlock placed through the locked shackle.
4. Neenah-Menasha Fire Rescue advocates and strongly recommends the installation of a complete NFPA 13 compliant fire suppression system throughout the building. The fire suppression system shall be monitored by appropriate system.
5. Neenah-Menasha Fire Rescue advocates and strongly recommends the installation of a complete NFPA 72 compliant automatic fire alarm system throughout the building to best protect its occupants, if not already equipped.
6. The sprinkler contractor shall submit a set of DSPS approved plans and proper permit fees for installation of new or modification to all fire suppression systems. Note: 20 heads or less does not require DSPS review, if applicable.

7. The electrical contractor shall submit a set of DSPS approved plans and proper permit fees for installation of new or modification to all fire/smoke alarm systems. Note: 20 devices or less does not require DSPS review, if applicable.
8. Prior to any work being done, a sprinkler permit must be applied for from NMFR. This can be found on our website at www.nmfire.org, under forms and regulations.
9. Prior to occupancy operational and functional acceptance test reports for all fire protection, suppression and detection systems, elevator phase I & phase II operations, and fire/smoke dampers shall be submitted to Neenah-Menasha Fire Rescue, if applicable.
10. A copy of this letter and enclosures shall be given to the sprinkler and electrical contractor. Copies shall also be available on-site and open for inspection.
11. Based on the information provided on Sheet C1.0, the total square footage of the building is less than the requirements for installing a sprinkler system.
12. If the building's occupancy is 100 or more individuals, the building will be required a compliant fire suppression system throughout the building.
13. A code compliant fire suppression system will be required in the kitchen, regardless of occupancy limits.
14. A code compliant exhaust system will be required in the kitchen, regardless of occupancy limits.
15. All other fire and life safety requirements as outlined by local, state, and national ordinances and codes must be adhered to.

The owner of the building, structure and premise is responsible for maintaining the property in compliance with all applicable codes. In granting this approval Neenah-Menasha Fire Rescue reserves the right to require changes or additions if conditions arise making them necessary for code compliance. Nothing in this review shall relieve the owner or designer of the responsibility for designing a safe building, structure, or component.

You may direct all questions and concerns to this office.

Sincerely,

Adam J. Dorn
Assistant Chief/ Fire Marshal
920-886-6204
adorn@nmfire.org

Cc: Building Department
File

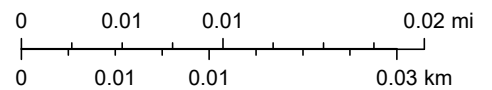
Site Map



11/2/2023, 1:02:36 PM

1:604

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



Winnebago County GIS, Nearmap

**Minutes of the Board of Public Works Meeting
Tuesday, November 7, 2023 at 11:00am**

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

ALSO PRESENT: Water Utility Director Mach, Civil Engineer Kummerow, and City Clerk Nagel.

CALL TO ORDER: Mayor Lang called the meeting to order at 11:06am.

I. Approval of the minutes of the October 31, 2023 meeting. (Minutes can be found on the city website)
MSC Haese/Rasmussen to approve the meeting minutes as presented, all voting aye.

II. Appearances.
Newly hired Communications Specialist Holly Engelman was introduced to the Board.

III. Unfinished Business.
None.

IV. New Business.

A. Public Works

1. Pay Request No.4, Contract 2-23, Sewer, Water Main and Street Construction on Brantwood Dr., Brantwood Ct., Charles Ct., Hughes Ct., Memorial Ct., and Patrick Ct., to David Tenor Corporation, in the amount of \$213,421.05. (Attachment)
MSC Kaiser/Hillstrom to approve Pay Request No. 4, Contract 2-23 as presented, all voting aye.

Discussion: This pay request is for all street construction relating to the project. Paving is complete on the project.

2. Change Order No.2, Contract 7-21, Harrison Street Stormwater Pond, to MCC, Inc., for additional row under retaining wall, additional Ledge stone, extra gravel, and 24-inch concrete apron end section, in the amount of \$68,116.64. (Attachment)
MSC Kaiser/Lendrum to approve Change Order No. 2, Contract 7-21 on the Neenah Creek Bridge Project as presented, all voting aye.

Discussion: Items 2 and 3 were discussed together. The change order is mostly for work on the retaining wall.

Trees and shrubs will be replanted next year. Being late fall, weather conditions are not favorable for the replanting to take place this year.

Extra stone from the retaining wall will be used for seeding blocks along the warehouse berm. The remainder of the rock will be repurposed either on site in future landscaping or on other pond projects in the city.

The water feature pond is being pumped out in order to install the water feature pumps on the bottom. This installation is weather dependent. The pump has been on back order.

There was much discussion regarding options for the tulip beds. The consensus was to keep the tulip beds but supplement the beds with complementary plantings for when the tulips are no longer in bloom. There was also discussion on landscaping maintenance.

3. Pay Request No.8, Contract 7-21, Harrison Street Stormwater Pond, to MCC Inc., in the amount of \$79,910.52. (Attachment)

Info. Only

Info. Only

Info. Only

MSC Kaiser/Hillstrom to approve Pay Request No. 8, Contract 7-21 on the Neenah Creek Bridge Project as presented, all voting aye.

See item 2 for discussion.

B. Water Utility

1. Final Pay Request Contract 1-23W Cecil Street Water Tower Repainting to Fedewa, Inc., Hastings, Michigan in the amount of \$15,100.00. (Attachment)

MSC Haese/Hillstrom to recommend Water Commission approve the Final Pay Request for Contract 1-23W as presented, all voting aye.

Discussion: Director Mach explained the extra inspections. The contractor scheduled inspections at certain points throughout the project. The contractor was not able to complete the required work for those inspections, therefore, the contractor paid for the extra inspections.

V. Any announcements/questions for the Board.

There was discussion on the sidewalk complaint on N. Park Avenue. The only remaining issue is the small piece of irrigation pipe that is sticking out of the ground. Public works will remove the small piece of pipe.

The first lift of asphalt was installed on Chestnut Street. The street will remain in that state throughout the winter. All the manhole covers were ramped up so the street can be plowed. There will be an about an inch lip where the driveway apron meets the roadway until the second lift is installed.

VI. Adjournment.

MSC Kaiser/Rasmussen to adjourn, all voting aye. Meeting adjourned at 11:30am.

Respectfully Submitted,



Charlotte Nagel
City Clerk

WC Action Only

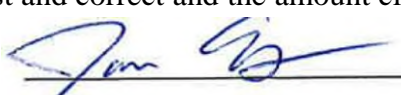
City of Neenah
Department of Public Works
Contractor Request for Payment

Contractor Name: David Tenor Corporation		Contract No. 2-23	
Address 2759 Dewey Decker Drive		Contract Amount \$1,077,298.50	
City Green Bay WI 54313			
Name of Project	Sewer, Water Main and Street Construction		
Location of Project	Brantwood Dr, Brantwood Ct, Charles Ct, Hughes Ct, Memorial Ct, & Patrick Ct		
Pay Request No.	4	For Period	August 28, 2023 through October 27, 2023

CONTRACT SUMMARY	
Original Contract Amount	\$1,077,298.50
Net Amount of Change Order	\$0.00
Adjusted Contract Amount	<u>\$1,077,298.50</u>

WORK PERFORMED TO DATE	
Work Performed to Date	\$979,436.01
Less Retainage of 5%. If different indicate here	\$43,499.47
Net Amount Earned to Date	\$935,936.54
Less Previous Payments	\$722,515.49
BALANCE DUE THIS PAYMENT	<u>\$213,421.05</u>

CONTRACT BREAKOUT					
	Account Numbers	Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Sanitary Sewer-Variou	046-5001-743-0236	\$180,000.00	\$27,768.00	\$0.00	\$0.00
Storm Sewer-Variou	049-5203-743-0236	\$227,000.00	\$17,170.00	\$0.00	\$13,993.52
Street Constr-Memorial Park Ct	012-4336-743-0236	\$309,000.00	\$242,000.00	\$103,156.35	\$107,896.77
Street Constr-Brantwood Drive	012-4339-743-0236	\$236,000.00	\$185,000.00	\$93,941.49	\$25,198.81
Street Constr-Brantwood Court	012-4340-743-0236	\$59,000.00	\$46,034.50	\$16,323.21	\$14,237.65
Water Constr-Brantwood Drive	400-0000-207-0521	\$262,000.00	\$261,807.00	\$0.00	\$253,992.95
Water Constr-Brantwood Court	400-0000-207-0522	\$37,000.00	\$44,648.00	\$0.00	\$46,486.35
Water Constr-Charles Court	400-0000-207-0517	\$38,000.00	\$46,364.00	\$0.00	\$53,114.50
Water Constr-Hughes Court	400-0000-207-0515	\$87,000.00	\$108,310.00	\$0.00	\$107,073.55
Water Constr-Memorial Court	400-0000-207-0516	\$38,000.00	\$48,675.00	\$0.00	\$52,028.65
Water Constr-Patrick Court	400-0000-207-0518	\$40,000.00	\$49,522.00	\$0.00	\$48,492.75
		<u>\$1,513,000.00</u>	<u>\$1,077,298.50</u>	<u>\$213,421.05</u>	<u>\$722,515.49</u>

CERTIFICATION OF CONTRACTOR:	
I certify that the foregoing is just and correct and the amount claimed is legally due after showing all just credits	
Certified by Engineer 	Date: 10/30/23
Certified by Public Works	Date:
Certified by Water Utility	Date:
Certified by Contrator	Date:
Approved BPW _____	Date:
Approved Common Council (Final Payments Only)	Date:

Contract 2-23
Sanitary Storm Sewer, Water, and Street Construction
Brantwood Dr, Brantwood Ct, Charles Ct, Hughes Ct, Memorial Ct Patrick Ct

							Quantity Completed to Date	Pay Request No.3			Pay Request No.4				
Item Code	Item Description	UofM	QTY	Unit Price	Extension	Contractor Completed This Period QTY		Contractor Completed This Period \$	Retainage Due this Period	Due To Contractor This Period	Contractor Completed This Period QTY	Contractor Completed This Period \$	Retainage Due this Period	Due To Contractor This Period	
1	103.1	Furnish and Pipeburst 4-inch Sanitary Lateral	Lin. Ft.	380	\$5.10	\$1,938.00	0	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
2	103.4	Reconnect Under Basement Floor - Pipeburst	Each	6	\$2,550.00	\$15,300.00	0	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
3	105.2	Adjust Sanitary Manhole	Each	13	\$400.00	\$5,200.00	0	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
4	105.2N	Furnish and install Chimney Seal	Eash	13	\$410.00	\$5,330.00	0	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
Sanitary						\$27,768.00			\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
5	201.1.1	Furnish & Install 6-inch PVC C-900 Main	Lin. Ft.	60	\$184.00	\$11,040.00	62	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
6	201.1.2	Furnish & Install 8-inch PVC C-900 Main	Lin. Ft.	3080	\$83.00	\$255,640.00	3,058	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
7	201.1.2N	Furnish & Install 1.25-inch PE Service in ROW from main to shutoff by Trenching / Pulling / Boring	Lin. Ft.	2000	\$59.00	\$118,000.00	2,658	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
8	202.7.1	Furnish & Install 1.25-inch PE Service from ROW to Structure by Pulling w/Sanitary Sewer Pipeburst	Lin. Ft.	100	\$5.10	\$510.00	0	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
9	202.9.2	Furnish & Install 1.25-inch Service Brass Set	Each	77	\$600.00	\$46,200.00	77	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
10	203.1.1	Furnish & Install Cathodic Protection to Water Service	Each	77	\$143.00	\$11,011.00	77	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
11	203.1.3	Water Service Connection to Structure	Each	2	\$510.00	\$1,020.00	0	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
12	203.1.6	Abandon Valve Box	Each	11	\$150.00	\$1,650.00	10	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
13	204.2.4	Furnish & Install 8-inch MJRW Valve and Box	Each	7	\$2,915.00	\$20,405.00	8	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
14	204.1.3	Furnish & Install 6-inch Live Tap and Valve	Each	2	\$4,100.00	\$8,200.00	2	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
15	204.1.4	Furnish & Install 8-inch Live Tap and Valve	Each	2	\$5,000.00	\$10,000.00	2	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
16	205.1	Furnish & Install Hydrant, Lead and Valve	Each	9	\$8,250.00	\$74,250.00	8	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
17	205.2	Abandon Hydrant	Each	4	\$350.00	\$1,400.00	7	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
Water						\$559,326.00			\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00

Contract 2-23
Sanitary Storm Sewer, Water, and Street Construction
Brantwood Dr, Brantwood Ct, Charles Ct, Hughes Ct, Memorial Ct Patrick Ct

							Pay Request No.3					Pay Request No.4			
18	301.4	Furnish and Relay 10-inch Storm Sewer	Lin. Ft.	33	\$60.00	\$1,980.00	33	33.00	\$1,980.00	\$99.00	\$1,881.00	0.00	\$0.00	\$0.00	\$0.00
19	305.1	Furnish and Install Catch Basin	Each	1	\$2,000.00	\$2,000.00	1	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
20	305.8	Adjust Storm Catch Basin	Each	18	\$350.00	\$6,300.00	17	17.00	\$5,950.00	\$297.50	\$5,652.50	0.00	\$0.00	\$0.00	\$0.00
21	305.9	Remove Storm Catch Basin	Each	1	\$300.00	\$300.00	1	1.00	\$300.00	\$15.00	\$285.00	0.00	\$0.00	\$0.00	\$0.00
22	306.8	Adjust Storm Manhole	Each	12	\$375.00	\$4,500.00	12	12.00	\$4,500.00	\$225.00	\$4,275.00	0.00	\$0.00	\$0.00	\$0.00
23	308.2.4	Install and Maintain Type "D" Inlet Protection	Each	22	\$95.00	\$2,090.00	0	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
	Storm					\$17,170.00			\$12,730.00	\$636.50	\$12,093.50		\$0.00	\$0.00	\$0.00
24	402.2.6.1	Remove Existing Pavement and Maintain Utility Trench	Lin. Ft.	5000	\$0.50	\$2,500.00	0	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
25	405.1	Sawcut Existing Bituminous Pavement	Lin. Ft.	500	\$1.50	\$750.00	350	350.00	\$525.00	\$26.25	\$498.75	0.00	\$0.00	\$0.00	\$0.00
26	402.2.6.	Remove Existing Bituminous Pavement	Sq. Yd.	13500	\$0.81	\$10,935.00	13,500	13,500.00	\$10,935.00	\$546.75	\$10,388.25	0.00	\$0.00	\$0.00	\$0.00
27	403.2.5.	Remove Concrete Curb and Gutter	Lin. Ft.	850	\$5.05	\$4,292.50	551	550.50	\$2,780.03	\$139.00	\$2,641.03	0.00	\$0.00	\$0.00	\$0.00
28	404.4.5	Remove Concrete Sidewalk/Driveway Apron	Sq. Ft.	1000	\$2.53	\$2,530.00	1,568	1,567.50	\$3,965.78	\$198.29	\$3,767.49	0.00	\$0.00	\$0.00	\$0.00
29	402.1.7.4	Unclassified Excavation	Cu. Yd.	5000	\$12.53	\$62,650.00	2,100	2,100.00	\$26,313.00	\$1,315.65	\$24,997.35	0.00	\$0.00	\$0.00	\$0.00
30	401.1.1	Furnish and Install Crushed Aggregate Base	Ton	6000	\$9.65	\$57,900.00	3,600	3,500.00	\$33,775.00	\$1,688.75	\$32,086.25	100.00	\$965.00	\$24.13	\$940.88
31	402.1.4.	Furnish and Install Geogrid	Sq. Yd.	9000	\$2.02	\$18,180.00	6,400	6,400.00	\$12,928.00	\$646.40	\$12,281.60	0.00	\$0.00	\$0.00	\$0.00
32	402.1.5.1	Furnish and Install 1/2-inch rods	Lin. Ft.	500	\$2.04	\$1,020.00	400	400.00	\$816.00	\$40.80	\$775.20	0.00	\$0.00	\$0.00	\$0.00
33	402.1.5.1	Fine Grade Roadway	Sq. Yd.	13500	\$1.88	\$25,380.00	13,500	13,500.00	\$25,380.00	\$1,269.00	\$24,111.00	0.00	\$0.00	\$0.00	\$0.00
34	402.2.3.	Furnish and Install HMA Pavement (4-inch)	Ton	3100	\$75.38	\$233,678.00	2,700	0.00	\$0.00	\$0.00	\$0.00	2,700.00	\$203,526.00	\$5,088.15	\$198,437.85
35	403.2.1.	Furnish and Install Concrete Curb & Gutter	Lin. Ft.	850	\$30.60	\$26,010.00	551	550.50	\$16,845.30	\$842.27	\$16,003.04	0.00	\$0.00	\$0.00	\$0.00
36	404.1.1	Furnish and Install 4" Concrete Sidewalk	Sq. Ft.	250	\$6.38	\$1,595.00	0	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
37	404.3.2	Furnish and Install 6-inch Concrete Sidewalk/Driveway	Sq. Ft.	750	\$7.40	\$5,550.00	1,568	1,567.50	\$11,599.50	\$579.98	\$11,019.53	0.00	\$0.00	\$0.00	\$0.00
38	706.2	Install Detectable Warning Fields (supplied by City)	Each	4	\$51.00	\$204.00	0	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00

Contract 2-23

Sanitary Storm Sewer, Water, and Street Construction
 Brantwood Dr, Brantwood Ct, Charles Ct, Hughes Ct, Memorial Ct Patrick Ct

							Pay Request No.3				Pay Request No.4				
39	505.1	Furnish & Install Terracing, Fertilize, Seed & Hydromulch	Sq. Yd.	500	\$8.97	\$4,485.00	920	0.00	\$0.00	\$0.00	\$0.00	920.00	\$8,252.40	\$206.31	\$8,046.09
40	706.1	Install and Maintain Traffic Control	Lump Sum	1	\$15,375.00	\$15,375.00	1	0.60	\$9,225.00	\$461.25	\$8,763.75	0.40	\$6,150.00	\$153.75	\$5,996.23
	Street					\$473,034.50	0		\$155,087.61	\$7,754.38	\$147,333.24		\$218,893.40	\$5,472.34	\$213,421.05
	Total					\$1,077,298.50			\$167,817.61	\$8,390.88	\$159,426.74		\$218,893.40	\$5,472.34	\$213,421.05

Change O+A1:J52rde 2

Contract: 7-21

Project: Harrison Street Stormwater Pond

Contractor: MCC, Inc.

PO Box 1137

Little Chute, WI 54140

Current Contract: \$1,724,725.74

Change Ordered Herewith:	Account Number
1. Additional row under retaining wall price adjustment for shipping and unloading	\$5,550.00
2. Quantity change for Ledgestone (Original bid 700 tons add 173.33 tons)	\$47,982.94
3. Extra gravel used for sidewalk base	\$13,568.70
4. 24 inch concrete apron end section	\$1,015.00
5. _____	_____
6. _____	_____
7. _____	_____
TOTAL	\$68,116.64

Reason for Change:

- Contractor offered extra block needed at cost but also had cost of shipping and handling extra block.
- Additional ledgestone was needed to complete the waterfall. Some of the block was not needed on the waterfall but can not be returned and will be used in the landscaping.
- Contractor furnished and installed 921 tons of gravel under the sidewalk & patio area
(921 tn x \$20.70 /tn = \$19,064.70 - \$5,496.00 = \$13,568.70) (\$5,496 paid with Est. 1)
- Apron end section was not bid for overflow discharge pipe - installed to prevent erosion.

Contract Amount

Original: \$1,661,108.73
 Previous C.O.'s (+/-): \$63,617.01
 This C.O. (+/-): \$68,116.64
 Revised: \$1,792,842.38

Contract Time (Calendar Days)

Original: _____
 Previous C.O.'s (+/-): _____
 This C.O. (+/-): _____
 Revised: _____

This document shall become an amendment to the contract and all stipulations and covenants of the contract shall apply hereto.

Contractor: *Samuel Weepps*
 Department: _____
 Water Department _____
 (If applicable) _____
 Board of PW: _____

Date: 11/6/2003
 Date: _____
 Date: _____
 Date: _____

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

Contractor Name: MCC, Inc.		Contract No. 7-21	
Address P.O. Box 1137		Contract Amount \$1,661,108.73	
City Little Chute WI 54140			
Name of Project	Harrison Street Stormwater Pond		
Location of Project	Harrison Street		
Pay Request No.	8	For Period	March 7, 2023 through November 3, 2023

CONTRACT SUMMARY

Original Contract Amount	\$1,661,108.73
Net Amount of Change Order through Change Order No. 1 & 2	\$131,733.65
Adjusted Contract Amount	<u>\$1,792,842.38</u>

WORK PERFORMED TO DATE

Work Performed to Date	\$1,567,242.07
Less Retainage of 5%. If different indicate here _____ 2.5%	\$67,981.22
Net Amount Earned to Date	\$1,499,260.85
Less Previous Payments	\$1,419,350.34

BALANCE DUE THIS PAYMENT

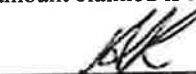
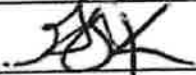
\$79,910.52

CONTRACT BREAKOUT

		Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Detention Ponds	049-5250-742-0236	\$1,184,130.00	\$1,184,130.00	\$0.00	\$1,184,130.00
Detention Ponds	049-5250-743-0236	\$643,937.00	\$476,978.73	\$13,496.79	\$171,603.33
Change Order No.1	049-5250-743-0236	\$0.00	\$63,617.01	\$0.00	\$63,617.01
Change Order No.2	049-5250-743-0236	\$0.00	\$68,116.64	\$66,413.73	\$0.00
		<u>\$1,828,067.00</u>	<u>\$1,792,842.38</u>	<u>\$79,910.52</u>	<u>\$1,419,350.34</u>

CERTIFICATION OF CONTRACTOR:

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

Certified by Engineer		Date: 11-6-23
Certified by Public Works		Date: 11-6-23
Certified by Water Utility		Date:
Certified by Contractor		Date:
	Approved BPW	Date:
	Approved Common Council (Final Payments Only)	Date:

**Contract 7-21
Harrison Street Stormwater Pond**

	DESCRIPTION	Original Contract				Completed To Date	Change Order No.2			Pay Estimate No. 7						Pay Estimate No. 8					
		Quantity	Unit of Measure	Unit Price	Total		Add/Delete	Unit Price	Extension	Quantity Completed This Pay Estimate	S Completed This Pay Estimate	2.5% Retainage	Due This Estimate	Previously Paid	Due to Contractor	Completed This Pay Estimate	S Completed This Pay Estimate	2.5% Retainage	Due This Estimate	Previously Paid	Due to Contractor
300	Furnish and Install Tracking Pad	Each	1	\$811.07	\$811.07	1.00				0.00	\$0.00	\$0.00	\$0.00	\$770.52	\$811.07	0.00	\$0.00	\$0.00	\$0.00	\$770.52	\$811.07
301	Furnish & install inlet protection	Each	10	\$109.56	\$1,095.60	6.00				0.00	\$0.00	\$0.00	\$0.00	\$624.49	\$657.36	0.00	\$0.00	\$0.00	\$0.00	\$624.49	\$657.36
302	Furnish & install silt fence	Lin. Ft.	310	\$2.50	\$775.00	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
303	Clear & grub trees and brush	Lump Sum	1	\$3,500.00	\$3,500.00	1.00				0.00	\$0.00	\$0.00	\$0.00	\$3,325.00	\$3,500.00	0.00	\$0.00	\$0.00	\$0.00	\$3,325.00	\$3,500.00
304	Strip & stockpile topsoil (Estimated 6,170 sq. yds.)	Lump Sum	1	\$4,676.81	\$4,676.81	1.00				0.00	\$0.00	\$0.00	\$0.00	\$4,442.97	\$4,676.81	0.00	\$0.00	\$0.00	\$0.00	\$4,442.97	\$4,676.81
305	Remove concrete sidewalk, trailer pad & post anchors	Sq. Yds.	576	\$2.69	\$1,549.44	576.00				0.00	\$0.00	\$0.00	\$0.00	\$1,471.97	\$1,549.44	0.00	\$0.00	\$0.00	\$0.00	\$1,471.97	\$1,549.44
306	Remove concrete curb & gutter	Lin. Ft.	1307	\$0.90	\$1,176.30	1,307.00				0.00	\$0.00	\$0.00	\$0.00	\$1,117.49	\$1,176.30	0.00	\$0.00	\$0.00	\$0.00	\$1,117.49	\$1,176.30
307	Saw & remove asphalt pavement	Sq. Yds.	540	\$3.61	\$1,949.40	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
308	Furnish and Install 12 inch Storm Main	Lin. Ft.	250	\$59.16	\$14,790.00	243.00				0.00	\$0.00	\$0.00	\$0.00	\$13,657.09	\$14,375.88	0.00	\$0.00	\$0.00	\$0.00	\$13,657.09	\$14,375.88
309	Furnish and Install 24 inch Storm Main	Lin. Ft.	103	\$94.86	\$9,770.58	78.00				8.00	\$758.88	\$18.97	\$739.91	\$6,308.19	\$7,399.08	0.00	\$0.00	\$0.00	\$0.00	\$7,048.10	\$7,399.08
310	Furnish and Install 36 inch Storm Main	Lin. Ft.	152	\$122.40	\$18,604.80	139.00				0.00	\$0.00	\$0.00	\$0.00	\$16,162.92	\$17,013.60	0.00	\$0.00	\$0.00	\$0.00	\$16,162.92	\$17,013.60
311	Furnish and Install 42 inch Storm Main	Lin. Ft.	76	\$150.96	\$11,472.96	65.00				0.00	\$0.00	\$0.00	\$0.00	\$9,321.78	\$9,812.40	0.00	\$0.00	\$0.00	\$0.00	\$9,321.78	\$9,812.40
312	Furnish and Install 48 inch Storm Main	Lin. Ft.	297	\$168.30	\$49,985.10	297.00				20.00	\$3,366.00	\$84.15	\$3,281.85	\$44,288.15	\$49,985.10	0.00	\$0.00	\$0.00	\$0.00	\$47,570.00	\$49,985.10
313	Furnish and Install 72 inch diameter manhole	Each	2	\$6,987.00	\$13,974.00	2.00				0.00	\$0.00	\$0.00	\$0.00	\$13,275.30	\$13,974.00	0.00	\$0.00	\$0.00	\$0.00	\$13,275.30	\$13,974.00
314	Furnish and Install 96 inch diameter manhole	Each	1	\$13,821.00	\$13,821.00	1.00				1.00	\$13,821.00	\$345.53	\$13,475.48	\$0.00	\$13,821.00	0.00	\$0.00	\$0.00	\$0.00	\$13,475.48	\$13,821.00
315	Furnish and Install Outlet Structure 1 including V-notch Weir	Each	1	\$10,174.50	\$10,174.50	1.00				0.00	\$0.00	\$0.00	\$0.00	\$9,665.78	\$10,174.50	0.00	\$0.00	\$0.00	\$0.00	\$9,665.78	\$10,174.50
316	Furnish and Install Steel Plate Outlet Controls in Outlet Structure 2	Each	1	\$7,114.50	\$7,114.50	1.00				0.00	\$0.00	\$0.00	\$0.00	\$6,758.78	\$7,114.50	0.00	\$0.00	\$0.00	\$0.00	\$6,758.78	\$7,114.50
317	Furnish and Install Manhole Opening and Manhole Frame in Outlet 2	Lump Sum	1	\$5,916.00	\$5,916.00	1.00				1.00	\$5,916.00	\$147.90	\$5,768.10	\$0.00	\$5,916.00	0.00	\$0.00	\$0.00	\$0.00	\$5,768.10	\$5,916.00
318	Furnish and Install 5'x9' Concrete Box Manhole w/ Aluminum Access Hatch	Lump Sum	1	\$17,850.00	\$17,850.00	1.00				0.00	\$0.00	\$0.00	\$0.00	\$16,957.50	\$17,850.00	0.00	\$0.00	\$0.00	\$0.00	\$16,957.50	\$17,850.00
319	Furnish and Install 36 inch Concrete Apron End Wall w/ trash guard	Each	2	\$2,601.00	\$5,202.00	2.00				0.00	\$0.00	\$0.00	\$0.00	\$4,941.90	\$5,202.00	0.00	\$0.00	\$0.00	\$0.00	\$4,941.90	\$5,202.00
320	Furnish and Install 42 inch Concrete Apron End Wall w/ trash guard	Each	1	\$3,060.00	\$3,060.00	1.00				0.00	\$0.00	\$0.00	\$0.00	\$2,907.00	\$3,060.00	0.00	\$0.00	\$0.00	\$0.00	\$2,907.00	\$3,060.00
321	Furnish and Install 60 inch Concrete Apron End Wall w/ trash guard	Each	1	\$6,222.00	\$6,222.00	1.00				0.00	\$0.00	\$0.00	\$0.00	\$5,910.90	\$6,222.00	0.00	\$0.00	\$0.00	\$0.00	\$5,910.90	\$6,222.00
322	"Furnish and Install 48" vertical trash guard & attach to wall"	Each	1	\$3,289.50	\$3,289.50	1.00				1.00	\$3,289.50	\$82.24	\$3,207.26	\$0.00	\$3,289.50	0.00	\$0.00	\$0.00	\$0.00	\$3,207.26	\$3,289.50
323	Furnish and Install all materials to raise 12 inch watermain over storm	Lump Sum	1	\$8,364.00	\$8,364.00	1.00				0.00	\$0.00	\$0.00	\$0.00	\$7,945.80	\$8,364.00	0.00	\$0.00	\$0.00	\$0.00	\$7,945.80	\$8,364.00
324	Excavate & Haul Petroleum Impacted Soil from Area 1 to Landfill	Tons	2400	\$14.00	\$33,600.00	3,103.00				0.00	\$0.00	\$0.00	\$0.00	\$41,269.90	\$43,442.00	0.00	\$0.00	\$0.00	\$0.00	\$41,269.90	\$43,442.00
325	Excavate & Haul Low Hazardous Soil from Area 2 to Arrowhead Park	Cu. Yds.	4800	\$8.00	\$38,400.00	16,600.00				0.00	\$0.00	\$0.00	\$0.00	\$126,160.00	\$132,800.00	0.00	\$0.00	\$0.00	\$0.00	\$126,160.00	\$132,800.00
326	Excavate, Grade & Shape Pond (Cut 46,800 cu.yds. ; Fill 1320 cu.yds.)	Cu. Yds.	46800	\$6.25	\$292,500.00	35,000.00				0.00	\$0.00	\$0.00	\$0.00	\$207,812.50	\$218,750.00	0.00	\$0.00	\$0.00	\$0.00	\$207,812.50	\$218,750.00
327	Furnish & salvage topsoil and grade (Estimated 1800 cu. yds.)	Lump Sum	1	\$15,361.63	\$15,361.63	0.50				0.00	\$0.00	\$0.00	\$0.00	\$7,296.77	\$7,680.82	0.00	\$0.00	\$0.00	\$0.00	\$7,296.77	\$7,680.82
328	Furnish & Install medium rip-rap (Estimated 300 sq. yds.)	Tons	300	\$32.57	\$9,771.00	300.00				0.00	\$0.00	\$0.00	\$0.00	\$9,282.45	\$9,771.00	0.00	\$0.00	\$0.00	\$0.00	\$9,282.45	\$9,771.00
329	Furnish & Install 3 inch clear crushed stone	Tons	50	\$26.75	\$1,337.50	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
330	Furnish and install Temp Seed (winter wheat/annual rye) & Mulch	Sq. Yds.	9680	\$0.83	\$8,034.40	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
331	Lawn Seed, Mulch & Fertilize (Estimated 4430 sq. yds.)	Lump Sum	1	\$8,014.28	\$8,014.28	1.00				0.00	\$0.00	\$0.00	\$0.00	\$7,813.92	\$8,014.28	0.00	\$0.00	\$0.00	\$0.00	\$7,813.92	\$8,014.28
500	Furnish large ledgestone for waterfall and landscaping	Tons	700	\$276.83	\$193,781.00	873.33	173.33	\$276.83	47,982.94	0.00	\$0.00	\$0.00	\$0.00	\$184,091.95	\$193,781.00	173.33	\$47,982.94	\$1,199.57	\$46,783.37	\$184,091.95	\$241,763.94
501	Install ledgestone waterfall	Lump Sum	1	\$97,337.14	\$97,337.14	0.75				0.25	\$24,334.29	\$608.36	\$23,725.93	\$47,451.86	\$73,002.86	0.00	\$0.00	\$0.00	\$0.00	\$71,177.78	\$73,002.86
502	Furnish & install pump with removal rails and cords	Each	2	\$18,697.11	\$37,394.22	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
503	Furnish & install pump control panel in enclosure	Each	1	\$2,768.57	\$2,768.57	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
504	Furnish & install piping for waterfall	Lump Sum	1	\$13,842.86	\$13,842.86	1.00				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1.00	\$13,842.86	\$346.07	\$13,496.79	\$0.00	\$13,842.86
505	Furnish & install Mississippi pebble/river rock with geotextile fabric	Tons	100	\$132.60	\$13,260.00	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**Contract 7-21
Harrison Street Stormwater Pond**

	DESCRIPTION	Original Contract				Completed To Date	Change Order No.2			Pay Estimate No. 7						Pay Estimate No. 8					
		Quantity	Unit of Measure	Unit Price	Total		Add/Delete	Unit Price	Extension	Quantity Completed This Pay Estimate	S Completed This Pay Estimate	2.5% Retainage	Due This Estimate	Previously Paid	Due to Contractor	Completed This Pay Estimate	S Completed This Pay Estimate	2.5% Retainage	Due This Estimate	Previously Paid	Due to Contractor
506	Furnish & install large stone boulders	Tons	150	\$102.00	\$15,300.00	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
507	Furnish & install modular block wall	Sq. Ft.	4400	\$74.46	\$327,624.00	4,726.00			326.00	\$24,273.96	\$606.85	\$23,667.11	\$311,242.80	\$351,897.96	0.00	\$0.00	\$0.00	\$0.00	\$334,909.91	\$351,897.96	
508	Furnish & install stain on block wall	Lump Sum	1	\$19,854.79	\$19,854.79	1.21			0.21	\$4,169.51	\$104.24	\$4,065.27	\$19,110.24	\$24,024.30	0.00	\$0.00	\$0.00	\$0.00	\$23,175.50	\$24,024.30	
509	Furnish & install rail & guard on block wall	Lin. Ft.	620	\$94.01	\$58,286.20	620.00			0.00	\$0.00	\$0.00	\$0.00	\$56,829.05	\$58,286.20	0.00	\$0.00	\$0.00	\$0.00	\$56,829.05	\$58,286.20	
510	Furnish & install chain link fence	Lin. Ft.	550	\$66.03	\$36,316.50	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
511	Furnish & install granite chip aggregate	Tons	30	\$132.60	\$3,978.00	10.00			0.00	\$0.00	\$0.00	\$0.00	\$1,292.85	\$1,326.00	0.00	\$0.00	\$0.00	\$0.00	\$1,292.85	\$1,326.00	
512	Salvage gravel, install & prepare sidewalk gravel base	Sq. Yds.	1050	\$15.95	\$16,747.50	700.00			0.00	\$0.00	\$0.00	\$0.00	\$10,885.88	\$11,165.00	0.00	\$0.00	\$0.00	\$0.00	\$10,885.88	\$11,165.00	
513	Furnish & install 5 inch concrete sidewalk & patio	Sq. Ft.	9500	\$5.23	\$49,685.00	7,500.00			0.00	\$0.00	\$0.00	\$0.00	\$38,244.38	\$39,225.00	0.00	\$0.00	\$0.00	\$0.00	\$38,244.38	\$39,225.00	
514	Furnish & install concrete steps	Lin. Ft.	210	\$66.30	\$13,923.00	210.00			0.00	\$0.00	\$0.00	\$0.00	\$13,574.93	\$13,923.00	0.00	\$0.00	\$0.00	\$0.00	\$13,574.93	\$13,923.00	
515	Salvage gravel, install & prepare 12 inch gravel base	Sq. Yds.	500	\$16.69	\$8,345.00	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
516	Furnish & install HMA Pavement	Tons	85	\$195.00	\$16,575.00	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
517	Prairie site prep with glyphosate application	Each	3	\$1,632.00	\$4,896.00	2.00			0.00	\$0.00	\$0.00	\$0.00	\$3,141.60	\$3,264.00	0.00	\$0.00	\$0.00	\$0.00	\$3,141.60	\$3,264.00	
518	Furnish & install prairie seed	Lump Sum	1	\$9,384.00	\$9,384.00	1.00			0.00	\$0.00	\$0.00	\$0.00	\$9,149.40	\$9,384.00	0.00	\$0.00	\$0.00	\$0.00	\$9,149.40	\$9,384.00	
519	Furnish & install erosion control blanket	Sq. Yds.	9600	\$1.53	\$14,688.00	8,000.00			0.00	\$0.00	\$0.00	\$0.00	\$11,934.00	\$12,240.00	0.00	\$0.00	\$0.00	\$0.00	\$11,934.00	\$12,240.00	
520	Furnish & install Techny Arborvitae	Each	33	\$96.90	\$3,197.70	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
521	Furnish & install Black Hills Spruce	Each	15	\$198.90	\$2,983.50	6.00			0.00	\$0.00	\$0.00	\$0.00	\$1,163.57	\$1,193.40	0.00	\$0.00	\$0.00	\$0.00	\$1,163.57	\$1,193.40	
522	Furnish & install Witchita Blue Juniper	Each	4	\$122.40	\$489.60	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
523	Furnish & install White Oak	Each	4	\$346.80	\$1,387.20	2.00			0.00	\$0.00	\$0.00	\$0.00	\$676.26	\$693.60	0.00	\$0.00	\$0.00	\$0.00	\$676.26	\$693.60	
524	Furnish & install Bur Oak	Each	4	\$346.80	\$1,387.20	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
525	Furnish & install White Pine	Each	7	\$285.60	\$1,999.20	4.00			0.00	\$0.00	\$0.00	\$0.00	\$1,113.84	\$1,142.40	0.00	\$0.00	\$0.00	\$0.00	\$1,113.84	\$1,142.40	
526	Furnish & install Norway Pine	Each	3	\$293.76	\$881.28	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
527	Furnish & install Scotch Pine	Each	2	\$293.76	\$587.52	2.00			0.00	\$0.00	\$0.00	\$0.00	\$572.83	\$587.52	0.00	\$0.00	\$0.00	\$0.00	\$572.83	\$587.52	
528	Furnish & install Whitespire Birch	Each	2	\$295.80	\$591.60	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
529	Furnish & install River Birch	Each	3	\$295.80	\$887.40	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
530	Furnish & install White Cedar	Each	4	\$225.42	\$901.68	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
531	Furnish & install Shagbark Hickory	Each	2	\$381.48	\$762.96	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
532	Furnish & install Hackberry	Each	1	\$364.14	\$364.14	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
533	Furnish & install North Star Cherry	Each	3	\$127.50	\$382.50	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
534	Furnish & install Wowza! Dwarf Cherry	Each	4	\$127.50	\$510.00	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
535	Furnish & install Pagoda Dogwood	Each	6	\$127.50	\$765.00	6.00			0.00	\$0.00	\$0.00	\$0.00	\$745.88	\$765.00	0.00	\$0.00	\$0.00	\$0.00	\$745.88	\$765.00	
600	Furnish & Install Floating Dock Gangway	LS	1	\$35,000.00	\$35,000.00	-			0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
332	Furnish & Install Concrete Pipe	Ln Ft	133	\$239.70	\$31,880.10	116.00			0.00	\$0.00	\$0.00	\$0.00	\$26,414.94	\$27,805.20	0.00	\$0.00	\$0.00	\$0.00	\$26,414.94	\$27,805.20	
	TOTALS Base Bid				\$1,661,108.73	-				\$79,929.13	\$1,998.23	\$77,930.90	\$1,307,125.27	\$1,450,109.07		\$61,825.80	\$1,545.65	\$60,280.16	\$1,385,056.18	\$1,511,934.87	
CO#1	Retaining Wall Blocks					300.00			150.00	\$16,500.00	\$412.50	\$16,087.50	\$0.00	\$16,500.00	150.00	\$0.00	\$0.00	\$0.00	\$16,087.50	\$16,500.00	
CO#1	Aquatic Plants					2.00			1.00	\$4,000.00	\$100.00	\$3,900.00	\$0.00	\$4,000.00	1.00	\$0.00	\$0.00	\$0.00	\$3,900.00	\$4,000.00	
CO#1	Landscaping in front of patio					2.00			1.00	\$5,740.00	\$143.50	\$5,596.50	\$0.00	\$5,740.00	1.00	\$0.00	\$0.00	\$0.00	\$5,596.50	\$5,740.00	
CO#1	Extra Excavation					2.00			1.00	\$3,437.50	\$85.94	\$3,351.56	\$0.00	\$3,437.50	1.00	\$0.00	\$0.00	\$0.00	\$3,351.56	\$3,437.50	
CO#1	Extra Gravel					2.00			1.00	\$5,496.00	\$137.40	\$5,358.60	\$0.00	\$5,496.00	1.00	\$0.00	\$0.00	\$0.00	\$5,358.60	\$5,496.00	
	TOTAL Change Order No.1					-				\$35,173.50	\$879.34	\$34,294.16	\$0.00	\$35,173.50		\$0.00	\$0.00	\$0.00	\$34,294.16	\$35,173.50	
CO#2	Add'l row under retaining wall price adj					1.00	1.00	\$5,550.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1.00	\$5,550.00	\$138.75	\$5,411.25	\$0.00	\$5,550.00	
CO#2	Extra Gravel					1.00	1.00	\$13,568.70	\$13,568.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1.00	\$13,568.70	\$339.22	\$13,229.48	\$0.00	\$13,568.70	
CO#2	24-Inch Concrete Apron end section					1.00	1.00	\$1,015.00	\$1,015.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1.00	\$1,015.00	\$25.38	\$989.63	\$0.00	\$1,015.00	
	TOTAL Change Order No.2															\$20,133.70	\$503.34	\$19,630.36	\$0.00	\$20,133.70	
	Total Payment									\$115,102.63	\$2,877.57	\$112,225.07	\$1,307,125.27	\$1,485,282.57		\$81,959.50	\$2,048.99	\$79,910.52	\$1,419,350.34	\$1,567,242.07	



Neenah Water Utility

211 Walnut St. PO Box 426 Neenah, WI 54957-0426
Office: (920) 886-6182 Cell: (920) 858-6300
Email: amach@ci.neenah.wi.us

Anthony L. Mach

Director of Neenah Water Utility

MEMORANDUM

DATE: November 6, 2023
TO: Board of Public Works and the Neenah Waterworks Commission
FROM: Anthony L. Mach
RE: Approve Final Pay Request for Contract 1-23W Cecil Street Water Tower Repainting

The Cecil Street Water Tower painting and refurbishment work for Contract 1-23W is complete and the tower is operational.

Staff recommends approving the final payment for Contract 1-23W Cecil Street Water Tower Repainting to Fedewa, Inc. in the amount of \$15,100.00 and to recommend said payment to the Waterworks Commission.


Pay To: Fedewa, Inc
4315 E M-79 Highway
Hastings MI 49058

Contract No. 1-23W Cecil Street Water Tower Repainting

Date: October 30, 2023

Pay Request No. Final

<u>Account Description</u>	<u>Account #</u>	<u>Payment</u>
Cecil Street Water Tower Repainting		\$4,515.62
Retainage		<u>\$10,584.38</u>
	400-0402-770-6720	\$15,100.00

Approved by Water Utility  October 30, 2023

Approved by Board of Public Works November 7, 2023

Approved by Water Commission November 20, 2023

Number of Attachments 4

City of Neenah
Water Utility
Contract Payment Form

Contractor's Application for Payment No. 3

To (Owner): City of Neenah Water Utility	Application Date: 10/4/2023
Contact: Anthony Mach	From (Contractor): Fedewa, Inc.
Project: Cecil Street Water Tower Repainting	Application Period: 9/21/2023 to 10/4/23
Owner's Contract No.:	Via (Engineer): Ruekert & Mielke, Inc.
	Contact: Shane Davis, P.E.
	Address: 1400 Lombardi Avenue Green Bay, WI 54304
	Engineer's Project No.: 8316-10006

Change Order Summary

Approved Change Orders	Number	Additions	Deductions (Enter as Positive Number)	
	1		\$5,625.00	
TOTALS				
NET CHANGE BY CHANGE ORDERS				-\$5,625.00

1. ORIGINAL CONTRACT PRICE \$ 429,000.00
2. Net change by Change Orders \$ (5,625.00)
3. CURRENT CONTRACT PRICE (Line 1 + Line 2) \$ 423,375.00
4. TOTAL COMPLETED TO DATE
(Column L Total on Progress Estimates) \$ 423,375.00
5. RETAINAGE:
 - a. 5% X \$211,687.50 Work Completed \$ 10,584.38
6. RETAINAGE REDUCTION TO DATE (Enter as Positive Number) .. \$ 10,584.38
7. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5a. + Line 6) \$ 423,375.00
8. LESS PREVIOUS PAYMENTS (Line 7 from Prior Application) \$ 408,275.00
9. AMOUNT DUE THIS APPLICATION \$ 15,100.00

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge:

- (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment;
- (2) title to all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner per Article 15 of the General Conditions; and
- (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:

Date:

Payment of: \$ 15,100.00
(Line 9 or other - attach explanation of the other amount)

Recommended by: Shane Davis 30-Oct-23
(Engineer) Shane Davis (Date)

Payment of: \$ _____
(Line 9 or other - attach explanation of the other amount)

Approved by: _____ (Owner) _____ (Date)

Progress Estimate - Unit Price Work

Contractor's Application for Payment No. 3

For (Project): Cecil Street Water Tower Repainting										Application Date: 10/4/2023			
Application Period: 9/21/2023 to 10/4/23										Owner's Contract No.: 8316-10006			
Engineer's Project No.:										I	J	K	L
A Item No.	B Description	C Unit	D Estimated Quantity	E Bid Unit Price	F Bid Item Value (\$)	G Work Completed Previously		H Work Completed This Period		I Total Work Completed to Date			
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)		
1	Fall prevention devices	LS	1	\$ 4,000.00	\$ 4,000.00	1.00	\$ -	1.00	\$ 4,000.00	1.00	\$ 4,000.00		
2	D-Bolt anchors	LS	1	\$ 1,000.00	\$ 1,000.00	1.00	\$ -	1.00	\$ 1,000.00	1.00	\$ 1,000.00		
3	Swing gate	LS	1	\$ 1,000.00	\$ 1,000.00	1.00	\$ 1,000.00		\$ -	1.00	\$ 1,000.00		
4	Roof painters railing	LS	1	\$ 10,000.00	\$ 10,000.00	1.00	\$ 10,000.00		\$ -	1.00	\$ 10,000.00		
5	Exterior steel overcoating	LS	1	\$ 120,000.00	\$ 120,000.00	1.00	\$ 120,000.00		\$ -	1.00	\$ 120,000.00		
6	Wet interior steel coating	LS	1	\$ 280,000.00	\$ 280,000.00	1.00	\$ 280,000.00		\$ -	1.00	\$ 280,000.00		
7	Dry interior spot steel coating	LS	1	\$ 5,000.00	\$ 5,000.00	1.00	\$ -	1.00	\$ 5,000.00	1.00	\$ 5,000.00		
8	Script lettering	LS	1	\$ 3,000.00	\$ 3,000.00	1.00	\$ 3,000.00		\$ -	1.00	\$ 3,000.00		
9	Exterior graphic logo	LS	1	\$ 5,000.00	\$ 5,000.00	1.00	\$ 5,000.00		\$ -	1.00	\$ 5,000.00		
TOTAL BID ITEMS 1-9							\$ 419,000.00		\$ 10,000.00		\$ 429,000.00		
ADDITIONAL ITEMS													
CO-10	Additional inspections	LS	1	\$ (5,625.00)	\$ (5,625.00)	1.00	\$ -	1.00	\$ (5,625.00)	1.00	\$ (5,625.00)		
TOTAL ADDITIONAL ITEMS							\$ -		\$ (5,625.00)		\$ (5,625.00)		
TOTAL ALL ITEMS							\$ 419,000.00		\$ 4,375.00		\$ 423,375.00		

NOTICE OF ACCEPTABILITY OF WORK

PROJECT: Cecil Street Water Tower Repainting
OWNER: City of Neenah Water Utility
CONTRACTOR: Fedewa, Inc.
EFFECTIVE DATE OF THE CONSTRUCTION CONTRACT: July 14, 2023
ENGINEER: Ruckert & Mielke, Inc.
NOTICE DATE: October 25, 2023

To: Anthony Mach
Owner – City of Neenah Water Utility

And To: Carlos Fedewa
Contractor – Fedewa, Inc.

From: Ruckert & Mielke, Inc.
Engineer

The Engineer hereby gives notice to the above Owner and Contractor that the completed Work furnished and performed by Contractor under the above Contract is acceptable expressly subject to the provisions of the related Contract Documents, the Agreement between Owner and Engineer for Professional Services and the terms and conditions set forth as follows:

CONDITIONS OF NOTICE OF ACCEPTABILITY OF WORK

The Notice of Acceptability of Work ("Notice") is expressly made subject to the following terms and conditions to which all those who receive said Notice and rely thereon agree:

1. This Notice is given with the skill and care ordinarily used by members of the engineering profession practicing under similar conditions at the same time and in the same locality.
2. This Notice reflects and is an expression of the professional judgment of Engineer.
3. This Notice is given as to the best of Engineer's knowledge, information, and belief as of the Notice Date.
4. This Notice is based entirely on and expressly limited by the scope of services Engineer has been employed by Owner to perform or furnish during construction of the Project (including observation of the Contractor's work) under Engineer's Agreement with Owner and under the Construction Contract referred to in this Notice, and applies only to facts that are within Engineer's knowledge or could reasonably have been ascertained by Engineer as a result of carrying out the responsibilities specifically assigned to Engineer under such Agreement and Construction Contract.
5. This Notice is not a guarantee or warranty of Contractor's performance under the Construction Contract referred to in this Notice, nor an assumption of responsibility for any failure of Contractor to furnish and perform the Work thereunder in accordance with the Contract Documents.

By: Shane Davis, P.E.
Title: Project Engineer
Dated: October 25, 2023

CITY OF NEENAH
NOTICE OF 2024 BUDGET PUBLIC HEARING
City Administration Building, 211 Walnut Street

Notice is hereby given pursuant to Wisconsin Statutes that a Public Hearing is scheduled for **November 14, 2023, at 7:00 PM** on the **CITY OF NEENAH PROPOSED 2024 OPERATING BUDGET AND 2024 CAPITAL IMPROVEMENTS PROGRAM BUDGET**. Neenah citizens or taxpayers shall have the opportunity to be heard on the proposed budgets.

2024 OPERATING BUDGET SUMMARY

REVENUES	2022 ACTUAL	2023 BUDGET	2023 ESTIMATED	2024 PROPOSED	% CHANGE #DIV/0!
Other Taxes					
Intergovernment Revenues	1,075,293	1,123,850	1,120,560	1,279,550	13.85%
Licenses & Permits	405,402	346,100	381,450	363,250	4.96%
Public Service Charges	2,611,721	2,522,880	2,480,320	2,689,960	6.62%
Investment Income	(1,573,468)	627,200	1,010,890	966,200	54.05%
Fines, Forfeitures & Penalties	77,901	105,300	80,000	85,000	-19.28%
Other Revenue	3,963,307	4,104,050	4,107,750	4,976,590	21.26%
Park & Recreation Revenue	613,655	690,070	706,290	690,460	0.06%
Fund Transfers	3,470,673	4,238,720	4,483,690	3,926,240	-7.37%
Applied Fund Balances	0	194,959	0	185,000	-5.11%
TOTAL OPERATING REVENUE	\$10,644,484	\$13,953,129	\$14,370,950	\$15,162,250	8.67%
APPROPRIATIONS					
General Government	\$2,600,766	\$2,782,650	\$2,758,350	\$2,909,400	4.56%
Public Safety	13,104,077	13,691,225	13,536,150	14,466,990	5.67%
Public Works	4,558,278	4,873,359	4,874,120	5,053,440	3.70%
Comm. Dev. & Human Services	1,626,795	1,916,765	1,901,790	2,028,490	5.83%
Culture & Recreation	4,612,488	4,969,400	4,937,030	5,182,590	4.29%
Miscellaneous	325,544	339,410	338,900	288,170	-15.10%
TOTAL OPERATING GENERAL FUND	\$26,827,948	\$28,572,809	\$28,346,340	\$29,929,080	4.75%

Expenditures	\$28,572,809	\$29,929,080
Revenues	13,953,129	15,162,250
Operating Levy	14,619,680	14,766,830
Debt Service Levy	4,000,000	4,000,000
City Share Tax Increment District Levy	2,078,748	1,674,967
TOTAL LEVY	\$20,698,428	\$20,441,797

2024 CAPITAL IMPROVEMENTS PROGRAM

PUBLIC WORKS CONSTRUCTION	2023 PROGRAM	2024 RECOMMENDED
Streets	\$6,154,500	\$3,889,500
Pedestrian Routes, Signals, Lighting	350,000	534,000
TOTAL PUBLIC WORKS CONSTRUCTION	\$6,504,500	\$4,423,500
DOTY ISLAND/RIVERWALK ZONE		
(Tax Incremental District #8)	\$16,250	\$0
U. S. HWY 41 INDUSTRIAL		
(Tax Incremental District #9)	\$61,250	\$23,500
NEAR DOWNTOWN DISTRICT		
(Tax Incremental District #10)	\$16,250	\$1,510,000
PENDLETON DEVELOPMENT AREA		
(Tax Incremental District #11)	\$141,250	\$18,500
BRIDGEWOOD DEVELOPMENT AREA		
(Tax Incremental District #12)	\$865,000	\$763,500
INDUSTRIAL PARK EXPANSION AREA		
(Tax Incremental District #13)	\$0	\$15,000
REDEVELOPMENT		
Redevelopment (Non-TIF) Projects	\$50,000	\$50,000
FACILITIES AND SPECIAL PROJECTS		
Administration Building	\$275,000	\$150,000
Police	420,000	182,700
Fire	191,361	555,000
Public Works	367,500	359,000
Bergstrom-Mahler Museum	25,000	35,000
Library	301,000	250,000
Parks & Recreation	793,000	2,640,000
Cemetery	0	0
TOTAL FACILITIES AND SPECIAL PROJECTS	\$2,372,861	\$4,171,700
CAPITAL EQUIPMENT		
Clerk	2,760	0
Information Systems	448,200	399,480
Police	415,820	771,930
Fire	504,501	24,150
Public Works/Recycling	1,642,000	1,415,000
Community Development	36,600	0
Library	23,000	50,000
Parks & Recreation	60,000	105,000
TOTAL CAPITAL EQUIPMENT	\$3,132,881	\$2,765,560
TOTAL CAPITAL FUND IMPROVEMENTS	\$13,160,242	\$13,741,260

UTILITIES CAPITAL IMPROVEMENTS	<u>\$2,583,500</u>	<u>\$4,297,500</u>
TOTAL CAPITAL IMPROVEMENTS PROGRAM	<u>\$15,743,742</u>	<u>\$18,038,760</u>

**SUMMARY OF RECOMMENDED FUNDING SOURCES
FOR 2024 CAPITAL IMPROVEMENTS PROGRAM**

Grants/Donations/ARPA	\$0	\$760,000
Reserves	\$161,112	\$2,057,000
Capital Borrowing Proceeds	15,582,630	15,221,760
TOTAL FUNDING SOURCES	<u>\$15,743,742</u>	<u>\$18,038,760</u>

**2024 BUDGET SUMMARY OF ALL GOVERNMENTAL
SPECIAL REVENUES AND PROPRIETARY FUNDS**

	<u>GENERAL</u>	<u>DEBT SERVICE</u>	<u>CAPITAL</u>
Fund Balance January 1	\$4,296,878	\$9,056,560	\$8,514,293
Levy	14,766,830	4,000,000	0
Other Revenue	14,977,250	8,248,717	12,034,260
Total Revenue	<u>29,744,080</u>	<u>12,248,717</u>	<u>12,034,260</u>
Expenditures	29,929,080	12,178,965	13,741,260
Revenue Over/Under Expenditures	(185,000)	69,752	(1,707,000)
Fund Balance December 31	<u>\$4,111,878</u>	<u>\$9,126,312</u>	<u>\$6,807,293</u>

	<u>ENTERPRISE FUNDS</u>	<u>SPECIAL REV FUNDS</u>	<u>SUMMARY TOTAL</u>
Balance January 1	\$14,249,615	(\$141,769)	\$35,975,577
Tax Incremental District Levy	0	4,260,076	23,026,906
Other Revenue	19,743,590	3,027,475	58,031,292
Total Revenue	<u>19,743,590</u>	<u>7,287,551</u>	<u>81,058,198</u>
Expenditures	21,876,040	9,367,166	87,092,511
Revenue Over/Under Expenditures	(2,132,450)	(2,079,615)	(6,034,313)
Fund Balance December 31	<u>\$12,117,165</u>	<u>(\$2,221,384)</u>	<u>\$29,941,264</u>

There are no significant proposed increases or decreases to the current year budgets due to new or discontinued activities or functions pursuant to Chap. 65.90(3)(bm).

Proposed Budgets are available for inspection at the office of the Director of Finance 7:30 AM to 4:30 PM Monday through Thursday and 7:30 AM to 4:00 PM on Fridays, and at the Neenah Public Library.

Vicky Rasmussen, CPA
Director of Finance

Publish: October 31, 2023



M E M O R A N D U M

DATE: November 10, 2023
TO: Council President Borchardt and Members of the Council
FROM: Vicky Rasmussen, Director of Finance
RE: Proposed Amendments to 2024 Operating and Capital Improvements Budget

1. **Operating Budget:**

Additional wage increases on July 1 to all non-union employees which will increase wage and fringe expenditures throughout all departments and decrease funding sources shown below. (Alderman Stevenson)

a. Option 1:

Additional 1% increase over the 2% increase budgeted - July 1	
Funding Source	Amount
General Fund - ARPA funds	\$ 32,680
Library Fund Balance	7,500
Stormwater Utility Fund	1,580
Recycling Fund	1,440
Information Systems Fund Balance	2,480
Fleet Fund	2,270
Municipal Court Fund	290
Fire Non-Union - to be offset with increasing Investment Income	2,780
	\$ 51,020

b. Option 2:

Additional 2% increase over the 2% increase budgeted - July 1	
Funding Source	Amount
General Fund - ARPA funds	\$ 25,350
General Fund - Alliant Energy PILOT Fund	40,000
Library Fund Balance	15,000
Stormwater Utility Fund	3,150
Recycling Fund	2,880
Information Systems Fund Balance	4,960
Fleet Fund	4,550
Municipal Court Fund	570
Fire Non-Union - to be offset with increasing Investment Income	5,560
	\$ 102,020

2. **Operating Budget:**

Wage Scale Implementation Adjustments – Increase in Library and HR wage and fringe expenditures and decrease funding sources shown below. (Mayor Lang and Human Resources Director Fairchild):

Funding Source	Amount
General Fund - ARPA funds	\$ 840
Library Fund Balance	10,630
	\$ 11,470

3. **Capital Improvements Budget:**

Decrease capital borrowing for Public Infrastructure Fund and increase the Use of Reserves by \$145,000. See pages 264 – 269. The City received reimbursement from Winnebago County Spirit Fund for a street project that was borrowed for in 2023. (Mayor Lang and Director of Finance Rasmussen).

4. **Capital Improvements Budget:**

Decrease capital borrowing for Public Facilities Fund by \$250,000 and use the Library Trust Fund to pay for the replacement chiller. See pages 307. (Alderman S kyrms)

5. **Capital Improvements Budget:**

Decrease capital expenditure and capital borrowing in the Public Facilities Fund by \$10,000 for the Bergstrom-Mahler Museum. See Page 307. (Alderman S kyrms)

6. **Capital Improvements Budget:**

Decrease capital borrowing for Public Facilities Fund by \$170,000 and use the savings from the Police Building expansion project. This is #5 on page 305 “*Reconfigure current briefing room, exercise room, mat room, and other officer writing rooms to create better efficiency for department needs after the building expansion is complete*”. (Alderman Stevenson)

7. **Capital Improvements Budget:**

Delay construction of #6 on page 305 “*Storage Building*” until a thorough review of needs and current space available has been completed. Savings from the building project could, hopefully help with this. (Alderman Stevenson)



RESOLUTION NO. 2023-31

RESOLUTION FOR ADOPTION OF THE 2024 OPERATING AND CAPITAL IMPROVEMENTS BUDGET

BY THE MAYOR AND COMMON COUNCIL OF THE CITY OF NEENAH, WISCONSIN, BE IT RESOLVED:

That it does hereby adopt the following as the Operating and Capital Improvements Budget of the City of Neenah for the year 2024 to-wit:

	Proposed Expenditure Appropriation	Non-Property Tax Revenue / Use of Reserves	Tax Levy
General Fund	\$ 29,929,080	\$ 15,162,250	\$ 14,766,830
Debt Service Fund	12,178,965	8,178,965	4,000,000
Recycling Fund	619,570	619,570	-
Parking Utility Fund	319,700	319,700	-
Information Systems Internal Service Fund	773,990	773,990	-
Capital Improvement Fund (non-utility)	12,481,260	12,481,260	-
Community Development Block Grant Fund	200,000	200,000	-
Housing Fund	63,750	63,750	-
Small Business Loan Fund	5,450	5,450	-
Industrial Development Fund	15,000	15,000	-
Other Special Revenue Funds	3,136,289	3,136,289	-
Miscellaneous Trust Funds	110,000	110,000	-
Sanitary Sewer Utility Fund	9,181,990	9,181,990	-
Storm Utility Fund	3,442,550	3,442,550	-
Water Utility Fund	8,931,800	8,931,800	-
Fleet Maintenance Fund	784,400	784,400	-
Liability Insurance Fund	70,000	70,000	-
Benefit Accrual Fund	8,950,000	8,950,000	-
Expendable Trust Funds	33,500	33,500	-
Total City Budgets	\$ 91,227,294	\$ 72,460,464	\$ 18,766,830

City as Agent for:			
Business Improvement District	\$ 150,000	\$ 150,000	\$ -
Municipal Court Fund	415,890	415,890	-
Neenah-Menasha Fire Rescue	9,960,170	9,960,170	-

And the said City General Operating Purpose Expenditures are to be appropriated according to the major breakdown in the previously published budget book.

Be it further resolved that the total sum of \$18,766,830 is hereby levied on all taxable property in the City for paying general operating expenses and debt service for the year ending December 31, 2024.

Be it further resolved that the Tax Incremental District Special Revenue Fund appropriation is \$5,217,107, that the estimated total TIF tax levy is \$4,334,671 and that the estimated City allocation of the TIF tax levy is \$1,674,967.

Be it further resolved that the City Finance Director is authorized and directed to make any minor changes in the tax levy that might come about through computation of Tax Incremental District allocations.

Be it further resolved that the City Finance Director shall place the City levy plus properly estimated levies in the amount of \$32,459,820 received from the State, County, School District and Vocational, Technical and Adult Education District #2 on the tax roll for collection pursuant to law, including Tax Incremental Finance District allocations.

Adopted, approved and recorded this 14th day of November 2023 by a vote of ___ for and ___ against.

Recommended by: Common Council

CITY OF NEENAH, WISCONSIN

Moved: _____

Jane B. Lang, Mayor

Passed: _____

Published: _____

Charlotte K. Nagel, City Clerk