

**CITY OF NEENAH
COMMITTEE OF THE WHOLE**

**2023 - 2027 Capital Improvements Program
Workshop/Study Session
Tuesday, May 30, 2023 - 6:00 p.m.
Council Chambers, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin**

Present: Council President Borchardt, Aldermen Erickson, Hillstrom, Lendrum, Skyrms, Steiner, and Weber. Absent were Aldermen Boyette and Stevenson.

Others Present: Mayor Lang, Director of Finance Rasmussen, Bergstrom Mahler Assistant Director John Timmer, Library Director Hardina-Wilhelm, City Clerk Nagel, Director of Information Systems Wenninger, Director of Parks and Recreation Kading, Director of Community Development and Assessment Haese, Deputy Director of Community Development Schmidt, Fire Chief Kevin Kloehn, Deputy Fire Chief Krueger, Deputy Police Chief Bernice, Police Captain Van Sambeek, Director of Water Utility Mach, Director of Public Works Kaiser, Public Works Superintendent Radtke.

Workshop – Study Session Procedures/Opportunity for Public Comment on the 2023 – 2027 portion of the Capital Improvements Program.

Discussion took place regarding the protocol for potential amendments to the plan. By consensus, committee agreed that no motions to refer the plan to Council or to amend the plan will take place at this workshop session, but instead would take place directly at the June 7, 2023, Council meeting.

Discussion took place on the following 2023 - 2027 CIP items:

Bergstrom-Mahler Museum:

Committee was provided a detailed summary of uses of the 2023 allocation and 2024 anticipated request included:

Projects due to be complete in 2023:

- Stucco damage on east wall at first and second floor areas.
- Entrance railings needs repair for peeling and wear.

Projects to carry-over into 2024:

- Wear and weather damage to wood Tudor frames and beams at front and back of garage.
- Stone all in front crumbling at bottom and in need of tuck pointing.
- Driveway needs to be repaired/replaced and additional parking.

Additional Projects for 2024:

- Gallery renovation in Mahler Gallery.
- Contingency to replace older boiler.

Projects completed in 2023:

- New railing and steps repaired on lake lawn
- Large tree and stump removed on lake lawn.
- Porch and entrance steps repaired.

Library:

Director Hardina-Wilhelm provided a summary of the 2023 – 2027 Library CIP. Facility and equipment issues discussed included replacing the chiller and to replace the four public check out machines which include the software.

DOLAS:

Items discussed included bank of three voting booths prorated over three years of CIP. 2023 is the second year.

Information Systems

Director Wenninger provided a summary of the 2023 – 2027 Information Systems CIP Items discussed included technical equipment upgrade in Council Chambers, fiber build out throughout the city, multi-year hardware/software maintenance, and Citizen Request System initial costs of \$15,000.

Parks & Recreation/Cemetery/Arrowhead

Director Kading provided a summary of the 2023 - 2027 Park and Recreation CIP. Proposed facility and equipment items discussed included:

- \$300,000 to finish Southview Tennis Court reconstruction which provides a 7–10-year fix. The tennis courts will be under construction for approximately two-months. Construction start will be after summer programming. Staff recommends asphalt be completed in 2023 with sealcoat and paint in 2024.
- Seawall replacement at Doty Park and Kimberly Point. Kimberly Point damage is fixed yearly because of acts of nature. Doty Park seawall is failing. Replacement construction is a 20–30-year fix.
- Lighting out on the point for safety and vandalism deterrent was discussed along with lighting along the Helen Kimberly Stuart Trail.
- Douglas Park and Cook Park development.

Arrowhead Park was split out as a separate budget line item so that information does not get lost. Estimates are best guess based on experience. There will be additional items with private funding.

Cemetery – Adding a columbarium, an above-grade structure designed for the interment of cremated remains in a niche, as potential a revenue source.

Home of Freedom Park within the developing Freedom Acres subdivision - Coordinating and identifying parkland and park design for shovel ready park development when the time is right.

Community Development/Assessment

Director Haese provided a summary of the 2023 - 2027 TIF/Community Development CIP. Proposed items discussed included:

- Benefits of participating in the Fox Cities Economic Development Partnership.
- TID #12 Bridgewood Development Area.
- Downtown parking structure and Arrowhead Park parking needs. Staff is working with Baird on different financial options for finding the right funding combination.

- TIF #13 Industrial Park Expansion options.

Equipment: Discussion included the purchase of inspection vehicles planned for 2025 and 2027.

The Committee of the Whole took a 10-minute break from 7:15 – 7:25pm.

Fire/Rescue

Fire Chief Kloehn and Deputy Fire Chief Krueger provided a summary of the 2023 – 2027. Items discussed included:

- Balancing equipment needs vs building repairs.
- Proposed in 2023 is \$1500 for a Station 31 Reassessment Study to replace the 2020 study to be completed by a different consultant. The study will analyze the needs for remodel vs building a new building in order to get better estimates for budgeting purposes.
 - The roof needs to be replaced regardless of remodel or sale, possibly to Neenah Water Utility.
 - Response time analysis confirmed current location as the best location for replacement of the department.
 - Keep healthcare, training rooms and workout area.
- Final payment for new engine page 103. Pierce vs Seagrave manufacturer pricing and lead times. Fire apparatus is order through a dealership, similar to street vehicles. Need to re-establish a vehicle replacement rotation schedule based on max life cycle.
- Joint cost breakdown is each city pays for maintenance of station withing their city and with equipment costs split by the share formula.

Police

Assistant Police Chief Bernice and Captain Van Sambeek provided a summary of the 2023 – 2027.

Proposed amendments to plan due to discrepancies:

- For Capital Equipment in 2024, Flocks Security Cameras should be \$21,000 versus \$2,100, page 107.
- For Capital Equipment in 2027, Vehicle Purchases should be \$120,000 versus \$100,000, page 96.

Items discussed included:

- Street barricades were discussed to comply with post Waukesha Christmas Parade requirements. Meridian Rapid Defense Group, ultimate concrete barriers, are being considered as the preferred barricade. This is city-wide project and expense.
- Flock Camera System – Currently the city has 6 would like 6 additional to be located at additional city entrance locations. Flock Camera System has aided in the successful apprehension of many suspects.
- Eighteen (18) vehicles are requested over the next several years. Hybrid vehicles are being considered. Cost/benefit/life expectancy analysis are being completed on hybrid vehicles. Both Winnebago County and the City of Menasha are currently running hybrid vehicles with no issues.

- Remodel pricing includes replacing old, outdated equipment was the department moves into the new rooms as well as equipping said rooms for future use.
- Storage building is proposed to be onsite, stand alone, heated pole building.

Public Works/Sanitary/Storm

Director Kaiser and Superintendent Radtke provided a summary of the 2023 - 2027 Public Works and Utilities CIP. Items discussed included:

- Summary of projects for the next year to 2030 spreadsheet created collaboratively between Public Works and Water Utility.
- North Street is a shared cost road split 50/50 with the Village of Fox Crossing for road work.
- Bids are evaluated by using a life cycle cost analysis between asphalt vs concrete, comparing them together to see what the better option is.
- The sidewalk by Neenah Paper is sinking. A consultant will be assessing repair options.
- PACER Rating is a program that allows the city to prioritize road repair/reconstruction. Utility work is a factor on the PACER Rating given to a particular street.
- Selling old equipment when replacement equipment is purchased. Varies depending on equipment. The goal is to get as much money as possible for each equipment piece sold. The money goes to the general fund not to a specific department, except the Water Utility which is a separate entity.
- Oak St Bridge is scheduled to be spray painting with a lighting update to changing colors due to end-of-life failures.
- Plummer Court sidewalks partial sidewalks, 503 rating. Would like to see the sidewalks higher on the priority list because they serve two schools: Taft and St. Gabriel's.

Requested amendments include:

- Page 108, item 9 should be a front mount leaf picker only, no self-contained trailer unit.

Water:

Director Mach provided a summary of the 2023 - 2027 Public Works and Utilities CIP. Items discussed included:

- Water meter replacement pricing advantage for all meters through 2024
- Station 31 advantages:
 - Store equipment properly inside vs outside.
 - The Utility could offer its own water meter testing vs outsourcing the testing.
 - Training center could be utilized by the city, especially by Station 31 employees.
 - Maintain the use of the Healthcare Center.
 - Could serve as the Utility Distribution Center.
 - COVID was challenging due to the shortage of personal space in the current water building.
 - Water Utility scored lowest on the culture survey of which facilities and workspace was a factor.
- New booster station is to support new development to the west.

The Committee of the Whole would like all departments to assess needs vs wishes in order to provide the services they are responsible for at reasonable cost to the taxpayers.

Motion/Second/Carried Skyrms/Weber to adjourn at 8:23 pm. All voting aye.

Respectfully submitted,

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

Charlotte K. Nagel, WCMC