

CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, April 28, 2025 – 5:30 p.m.
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin

MINUTES

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

Present: Chairman Steiner, Vice-Chair Erickson (arrived at 5:37 p.m.), Aldermen Ellis and Bruno, Director of Finance Rasmussen, and City Clerk Nagel.

Also present: Mayor Lang, City Attorney Rashid, IT Director Schroeder, Police Chief Olson, Public Works Director Kaiser, Human Resources Director Fairchild, Library Director Hardina-Wilhelm, Alderman Lendrum, Neenah News Reporter Bethany Gangler, Post Crescent News Reporter Duke Behnke, Citizen Scott Becher.

Absent/Excused: Council President Borchardt

1. Public Appearances:

- a. Scott Becher, 1061 Green Acres Lane. He would like to see an advisory referendum on the proposed wheel tax. According to Mr. Becher, the perception is that Galloway is getting a new roads on taxpayer dime. He would like to see the city measure twice, cut once.
- b. Alderman Lendrum, 412 11th Street. Alderman Lendrum had conversations with Representative Kaufert who is working on a Constitutional amendment to bring Transportation Assessment Replacement Fee (TARF) back.
- c. Mayor Lang advised that she also had conversation with Representative Kaufert, who has prepared draft Constitutional amendment. However, Representative Kaufert advised it could take years to change legislation.

Chairman Steiner closed Public Appearances at 5:34 p.m.

2. Minutes: Motion/Second/Carried by Ellis/Bruno approve the minutes from the March 10, 2025 Regular Meeting and the April 15, 2025 Special Organizational Meeting as written. All voting aye.

3. Approval of Library Budget Amendment for 2025 CIP Budget (Attachments)
Motion/Second/Carried by Ellis/Bruno to recommend Council approve reallocating the \$7,000 in CIP funds for the youth furniture to repair the seawall, all voting aye.

Director Hardina-Wilhelm advised that with the change from winter to spring, it was very evident the seawall erosion needed repairs. Therefore, the Library Board's recommendation is to reallocate \$7,000 in CIP funds budgeted for the youth furniture to repair the seawall. The youth furniture will be looked at again for the 2026 budget.

4. Approval of Parks & Recreation Budget Amendment for 2025 CIP Budget (Kading)
Motion/Second/Carried by Ellis/Bruno to recommend Council approve the transfer of \$60,000 from Doty Park play equipment CIP funding to the Green Park play equipment fund, all voting aye.

Report

Report

Director Kading presented the budget amendment for playground equipment from Doty Park to Green Park. The budget amendment is based on rising in material costs, including plastic, steel and rubber used in the making of playground equipment.

Director Kading's plan is to postpone the Doty Park play equipment project by at least a year to explore the possibility of theming the play area to reflect the history of Doty Island and Doty Park. A consultant will be hired to assist in this exploration of design for an estimated \$10,000-\$15,000 which will be borrowed. The remaining funds will be used to reduce the borrowing from what was budgeted.

5. Approval of Position Reclassification – Parks & Recreation Office Manager (Kading)
Motion/Second/Carried by Ellis/Erickson to recommend Council approve the reclassification of Parks & Recreation Office Manager, all voting aye.

Director Kading and Director Fairchild presented the reclassification of the Office Manager position. A reorganization analysis of the department was conducted following the departure of part-time administrative assistant which led to additional duties of the office manager thus adding value to the position. Accordingly, a reclassification is warranted according to policy.

The cost of this salary adjustment will be covered by savings from the budgeted 2025 Recreation Supervisor position, as the actual salary for the newly hired Recreation Supervisor is \$6,800 lower than originally projected. Both Director Kading and Director Fairchild support the reclassification of the office manager position.

6. Approval of Capital Carry Forwards from 2024 to 2025 (Attachments) (Rasmussen)
Motion/Second/Carried by Ellis/Erickson to recommend Council approve the Capital Project Carry Forwards from 2024 to 2025, all voting aye.

Director Rasmussen advised the carry forwards are for projects that are either currently in process or are expected to begin soon, with the exception of Information Technology. IT typically has on-going contracts and projects that span over several years. The borrowing schedule was changed last year to be closer to project timelines and bidding processes to cut down on over borrowing.

7. Approval of Recommendation for Replacement of TARF (Attachments) (Kaiser)
Motion/Second/Carried by Ellis/Bruno to recommend Council direct staff to prepare the necessary ordinance and to make the necessary arrangements with the Wisconsin Department Transportation – Division of Motor Vehicles to implement a municipal motor vehicle registration fee starting in 2026, all voting aye.

Director Kaiser advised that the city received legal threats from Wisconsin Manufacturers & Commerce on the validity of the TARF as funding mechanisms. As a result, the Council approved a moratorium, which was approved during the same timeframe of budget workshops. The Council approved a temporary one-time use of debt levy to cover what would have been TARF revenue for 2025.

Report

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Staff was directed to look at permanent TARF replacement options. Three options were explored including returning to special assessments to property owners, debt levy borrowing, and the implementation of a city wheel tax. All have advantages and disadvantages.

The consensus of the committee was that although each option had its pros and cons, the wheel tax was the most equitable, legal and fiscally responsible option of the three. A fourth option of doing no street maintenance was discussed briefly but deemed not feasible.

8. Approval of Updated Grant Policy (Attachments) (Rasmussen)
Motion/Second/Carried by Ellis/Erickson to recommend Council approve the updated Grant Policy, all voting aye.

Director Rasmussen advised the Grant Policy came under scrutiny with the Spirit Grant award for the Meridian Barriers in spring of 2024. At that time, it was determined that the current policy needed a comprehensive review to align it with current standards and practices. The policy was last updated in 2015.

9. Q1 Financial Report (Attachments) (Rasmussen)
Motion/Second/Carried by Ellis/Boyette to accept and place on file the Q1 Financial Report. All voting aye.

Director Rasmussen advised the financials are on track for Q1 of 2025.

10. Discussion of Timeline for Borrowing, CIP and Budget (Attachments) (Rasmussen)
Motion/Second/Carried by Ellis/Bruno to recommend Council accept the scheduled Finance Timelines as presented. All voting aye.

Director Rasmussen wanted to make sure the Finance Timelines worked in committee member's schedule.

11. Fiscal Matters: February 2025 Vouchers (Attachments) (Rasmussen)
Motion/Second/Carried by Ellis/Erickson to accept and place on file the February 2025 Vouchers. All voting aye.

12. City Attorney Report (Rashid) (no report)
No report.

13. Adjournment
Motion/Second/Carried Erickson/Bruno to adjourn the meeting 6:16 PM. All voting aye.

Respectfully submitted,



Charlotte Nagel
City Clerk

Report

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