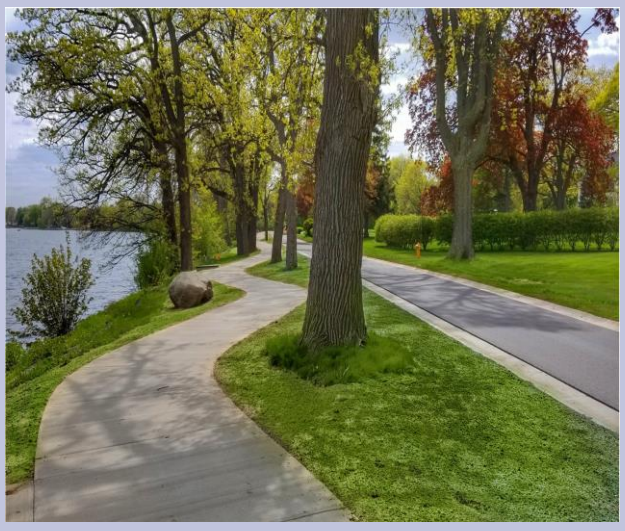


2023

Operating and Capital Improvements

Budget





CITY OF NEENAH

Wisconsin

Neenah
WISCONSIN
Office of the Mayor
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6104 • Fax: 920-886-6109 • e-mail: jlang@ci.neenah.wi.us
JANE B. LANG
Mayor

October 18, 2022

Dear President Stevenson, Honorable Council Members, and Citizens:

It is my pleasure to present you with the 2023 Operating and Capital Improvement Budget. As we are all acutely aware, the unprecedented economic conditions with which we are currently faced make the budgeting process very challenging. Labor shortages, supply chain issues, and inflation averaging over 8% in this past year have had a tremendously negative impact on our community and our residents. Support to municipalities via shared revenue and expenditure restraint payments from the State of Wisconsin has remained flat for many years. The simple fact that we are extremely limited on the revenue side of the budget equation means that our spending must be very thoughtfully and carefully considered to create a responsible plan for the future.

My priorities in the 2023 budget are based on my belief that the City of Neenah is an exceptional community and that we should continue to provide our absolute best for our citizens. Our city workers at all levels are tasked with providing that exceptional level of service to you with increasingly fewer resources. Nevertheless, our commitment to you is unwavering. Our goal is to provide you with the best possible service without overburdening you with high taxes.

During this year's budgeting process, our department heads identified needs in our 2023 general fund budget of over 29.3 million dollars while our revenue expectations stood at $27.3 million. I'm requesting a reduction of the requests of approximately $945,000. I am proposing that our tax levy to support the operating budget will increase by approximately $190,000. We will also be utilizing the Joint Fire/Rescue levy limit exemption of $150,000, using $135,000 in general fund unassigned reserves (of our over five million dollar reserve fund balance), and applying $225,000 in ARPA one time expenditures to assist in balancing the budget. Additionally, we will be assigning our internal engineering costs for services related to the 2023 CIP to be reimbursed with borrowed funds. That internal cost of our engineering staff can be safely calculated to be approximately $250,000.

The tax levy to support TIF districts within the city is derived at the state level and is based on equalized value calculations. The final proposed tax levy after TIF is approximately 20.6 million which equates to a 3.1% increase. As proposed in this budget, the final estimated assessed tax rate is proposed to increase 2.4% for property owners. That increase will translate to a tax rate of $8.749 per $1,000 of assessed valuation (compared to an $8.541 rate per $1,000 last year) which is a 21 cent increase or, simply put, a tax rate increase of approximately $21 for every $100,000 of assessed property value.

Our city workers are, in my opinion, our most important resource and the protection of that resource requires investment. In 2022, the city undertook a salary evaluation (the first full evaluation since 2013) in order to be able to address both internal and external inequities in our system. The results of that process have led me to prioritize an increase of 3.5% in salaries and wages for our employees with the opportunity to also make rate adjustments later in the year for individuals who are falling below their minimum pay grades. We honestly wish we could do more for our excellent staff. Retention of our employees at this difficult time of labor shortages is extremely important to me. The ability to recruit new employees as current employees retire or simply move on is also obviously important.

Budget requests from four of our departments included the addition of personnel. As much as I would like to be able to add what our departments view as necessary for their improved function, I simply cannot both add employees and also provide more appropriately for our current employees. The difficult decision to not include those requests for additional employees was not easy, and I hope that next year we will be able to revisit some of those requests. That being said, it is within the City Council's purview to alter my budget as they see fit.

As we continue to move forward following the pandemic, I have allocated a portion of the ARPA dollars we received from the federal government towards addressing some of the increases we've seen related to gas/oil and supplies. I have also allocated a portion towards addressing the adjustments to minimum grade levels in our salary plan. This is a reasonable use of the dollars and will help us move forward through this hopefully short-lived period of very high inflation.

My commitment to providing an exceptional level of service to you our residents also extends to my desire to continue to support the funding necessary to keep our community safe. Our Neenah Police and our Neenah Menasha Fire Rescue budgets continue to be the largest portion of our yearly budget, and I'm very proud of that commitment. Unfortunately, our financial ability to add additional officers and firefighters is at this time very limited, and I have consequently removed those requests.

On the capital side of the budget, we are, however, moving forward with a necessary building expansion at the Neenah Police Department that will greatly enhance our officers' ability to train and maintain their high standard of excellence. We are also investing in necessary equipment for both the PD and NMFR. Supply chain issues have caused concerns not only for facility enhancements but also for the acquisition of vehicles and very necessary and vital equipment. Both the PD and the NMFR have demonstrated great creativity when it comes to managing around the challenges they have faced. For instance, in an example of supply chain challenges, the lead time for a new fire truck is now approaching 28 months – this certainly makes planning and budgeting more difficult. Our final payment on a new engine ordered early in 2022 will be included in the 2023 capital budget with the engine due to arrive near the end of 2023.

Our public works department and water department and their continuous efforts to maintain and repair our streets and infrastructure are also a priority for me as is providing safe and clean water to our residents. Our major street improvements this year will include work to design South

Commercial St as well as the intersection of Commercial and Winneconne. Our street upgrades are planned to include work on Chestnut, Dieckhoff, and Burr as well as four courts in the Memorial Park area. New street work will be conducted in the Liberty Heights subdivision, the Integrity Acres subdivision, and the Arthur and Cardinal Plats. Additional water and sanitary and storm water projects are proposed to be conducted on Elm, Reed, and Laudan. We're thankful for the continued growth of the City as new subdivisions are developed on the west side. This growth, however, will also require investments in roads, pedestrian walkways, and a new water booster station.

One of the exciting projects undertaken by our Community Development Department over this past summer/fall has been the development of a comprehensive plan for our downtown. This plan, coordinated by the RDG Planners Group from Des Moines, Iowa, is the first comprehensive look at our downtown in fifty years. Creating a good plan – a plan that inspires and propels us forward – is vitally important to our future success. I have also put in place a Mayor's Task Force to look at the Arrowhead District to identify opportunities and encourage the forward movement of this project.

Considering the work done in the downtown plan, especially as it relates to connectivity to Arrowhead, I have removed the construction of an activity building from the 2023 capital plan until such time as we can have a clearer understanding of the true potential of this incredible thirty-acre, water-front site adjacent to our developing and vibrant downtown. I am retaining in the budget the planned redevelopment at Cook Park as well as new play equipment at Baldwin Park in addition to other necessary maintenance items for the Parks and Recreation Department.

Other capital projects included in the 2023 plan include additions to TIF #12 (the Bridgewood Development area) to enable bridge construction to the site as well as storm pond modifications within this new development. The additional TIF dollars for funding a very necessary downtown parking ramp will be allocated in the 2024 CIP. We are incredibly fortunate that our downtown has continued to grow and thrive in spite of all the challenges of the past few years. Needed upgrades at the Neenah Library, the City Garage on Tullar Road, and within the City's now forty-five year old Administration Building (City Hall) will also be undertaken in 2023.

The importance of also addressing our growing needs in the area of Information Services cannot be understated. I'm also including capital dollars for the support of projects within that realm that are intended to keep us fully up to date, technologically supported, and technologically secure at the City.

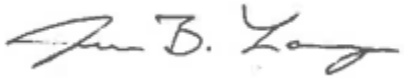
As we look towards the future with confidence and optimism, we also are mindful of the fact that 2023 will mark the 150th anniversary of the incorporation of our wonderful city. Because shared celebrations and events help build unity in our community, I have formed a committee to plan for a variety of low cost but impactful opportunities to celebrate the City of Neenah's 150th birthday. Again, we have so much for which to be thankful in the City of Neenah, and the birthday celebration in 2023 will give us yet another opportunity to celebrate our wonderful community.

In closing, I would like to give sincere thanks to Council President Stevenson, our Council Members, Department Heads, and staff who for the first six months of my tenure as your mayor have shown me incredible kindness and support. Although we were faced with the daunting task of replacing three department heads within these first six months, I have been so thankful for the solid leadership and support you have all demonstrated.

I am particularly indebted to Mike Easker, our Finance Director, and Andy Kahl, our Deputy Director of Finance and their assistance with the creation of the 2023 budget. With Director Easker's retirement in mid-October, we will be faced with another significant time of transition. Director Easker has, for the past twenty-three years, contributed so much to the success of our city, and he will be sincerely missed. Deputy Director Kahl has graciously stepped into the role of Interim Director as we move through this budget season. His skill, guidance, and thoughtful approach is greatly appreciated. I cannot close without also thanking my administrative assistant, Joni Heinz, who carefully manages the daily operations of the mayor's office with skill, patience, and genuine care.

As is clearly understood by all, the budget I am presenting is a working document that is meant to be adjusted and improved. I sincerely invite your input and suggestions. As I stated at the outset, our goal is to continue to provide our absolute best to the citizens of the City of Neenah. I'm firm in my commitment to do that.

Respectfully submitted,



Jane B. Lang, Mayor

City of Neenah
Wisconsin

2023

Operating and Capital Improvements Budget

Compiled by Department of Finance
Michael K. Easker, CPA, Director

Submitted by
Jane B Lang, Mayor

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CITY OF NEENAH
2023 OPERATING BUDGET AND CAPITAL IMPROVEMENTS BUDGET

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CITY OF NEENAH
2023 OPERATING BUDGET AND CAPITAL IMPROVEMENTS BUDGET
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City of Neenah

Budget Development and Management Process

The budget is a financial and operating plan that matches planned revenues and expenditures with the services provided City residents, businesses and industries based on established budgetary policies. It expresses in dollar amounts the City's work programs for the upcoming fiscal year. When adopted, it becomes a major guidance document for department managers for the operation of their various responsibilities, functions and activities. Strong efforts have been made to provide as complete information as practicable for budget analysis by the Common Council; to provide clear direction through budget detail to operating managers; and, to allow effective administrative overview and monitoring of activity expenditures.

The City's budget year coincides with the calendar year. By Statute, the Budget must include revenues and expenditures in a three-year comparison plus information on debt service, fund balances and other information deemed appropriate.

The budget document begins with a transmittal letter from the Mayor. This letter capsulizes the contents of the budget and major issues addressed during the budget development process. The Introductory and Summary Sections describe the budget process, give an overview of the City's organizational structure and present a summary of budget revenues and expenditures. All other sections include standard formatted details of specific resources, operations and special programs.

The City follows these procedures in developing, adopting, controlling and updating its annual budget for each fiscal calendar year:

Development/Adoption

1. The Mayor establishes budgetary objectives, targets and overall guidelines taking into account levels of services, economic conditions and Council and taxpayer expectations.

2. Each operating manager submits preliminary budget requests to the Mayor based on those guidelines, including expenditures, applicable revenues and goals and plans for the ensuing year. Requests are reviewed, amended and updated throughout the development process.

3. With staff input, the Mayor submits a total proposed budget to the Council which includes final department requests, Mayor's recommended expenditures and the means of financing them and required tax levy.

4. Copies of the proposed budget are made available for public review in the Neenah Public Library and by request from the Finance Department.

5. The Council schedules "open to the public" budget workshops with the Mayor and City staff. A formal Public Hearing is conducted to obtain public and taxpayer input. At the Public Hearing, all interested persons are given the opportunity to be heard for or against any service expenditure or revenue.

6. The budget, authorizing spending levels and adopting a tax levy, is legally enacted through passage of a Council resolution.

Control/Updating

1. The budget, as adopted, includes total expenditures for the General (operating), Debt Service, Special Revenue, Capital Projects and other funds as appropriate.

2. General (operating) Fund appropriations are made at the following major expenditure program levels:

   General Government
   Public Safety
   Public Works
   Community Development and Human Services
   Culture and Recreation
   Miscellaneous Other Uses

   All other funds are appropriated at the total expenditure level. Expenditures cannot exceed appropriations without approval of two-thirds of the Council and publication of a Class 1 Public Notice.

3. Internal City policies include additional budgetary controls beyond the legal level. Budget revisions and updating may take place during the course of the year to meet changing needs. Transfers to or from Salaries/Wages, Capital Outlay, between "departments" and major cost center accounts and from the Special Reserve and Escrows account require approval of the Finance and Personnel Committee and a two-thirds vote of the Council.

4. The budgets for all funds are utilized as policy guides and operating fiscal plans for department managers throughout the year.

5. Detailed budget condition reports are furnished monthly to all department managers. The Finance Director submits quarterly reports in writing to the Finance and Personnel Committee and Council and makes analyses of the fiscal condition of the City's various funds and appropriations and recommendations related thereto.

6. Appropriations and department budgets not encumbered by purchase orders, contracts or other formal obligation at year-end generally lapse and become available for reappropriation in the succeeding fiscal year.

7. All budgets and accounting activity conform to Generally Accepted Accounting Principles (GAAP).

CITY OF NEENAH
DIRECTORY OF OFFICIALS
September 2022

MAYOR
Jane B. Lang

PRESIDENT OF THE COUNCIL
Todd Stevenson

COUNCIL MEMBERS

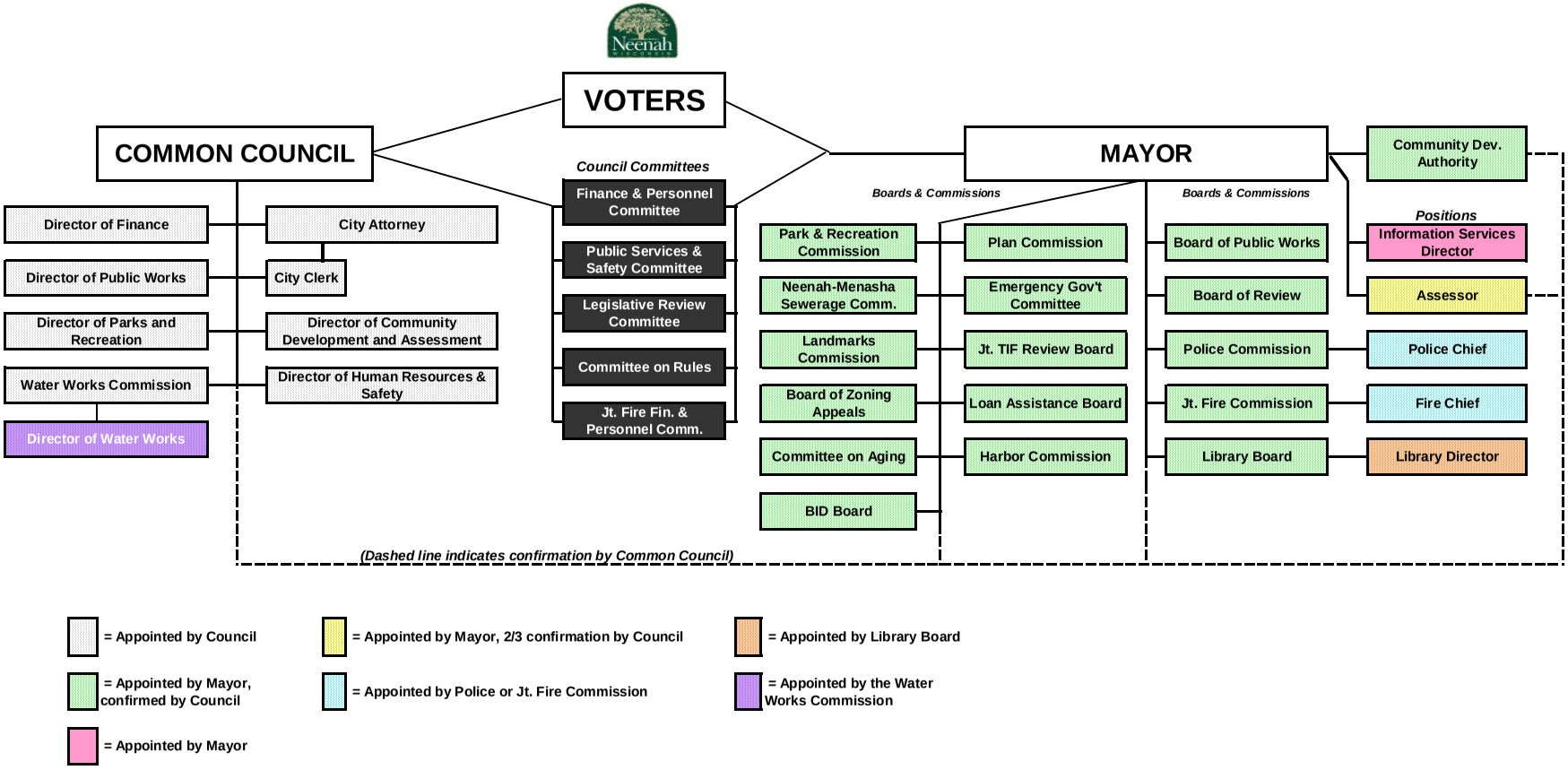
Aldermanic District 1:	Cari Lendrum
Aldermanic District 1:	John Skyrms
Aldermanic District 1:	Kathie Boyette
Aldermanic District 2:	Dan Steiner
Aldermanic District 2:	Tami Erickson
Aldermanic District 2:	Brian Borchardt
Aldermanic District 3:	Lee Hillstrom
Aldermanic District 3:	Scott Weber
Aldermanic District 3:	Todd Stevenson

OFFICERS

Director of Finance	Michael K. Easker
City Attorney	David C. Rashid
City Clerk	Charlotte K. Nagel
Director of Human Resources and Safety	Lindsay Kehl
Police Chief	Aaron Olson
Fire Chief	Kevin Kloehn
Director of Public Works and Utilities	Gerry Kaiser
Director of Community Development and Assessment	Chris A. Haese
Director of Library	Gretchen Raab
Director of Parks and Recreation	Michael Kading
Director of Information Systems	Joseph Wenninger

STANDING FINANCE AND PERSONNEL COMMITTEE
Alderperson Tami Erickson (Chairman)
Alderperson John Skyrms (Vice Chairman)
Alderperson Brian Borchardt
Alderperson Todd Stevenson
Alderperson Kathie Boyette

STANDING PUBLIC SERVICES AND SAFETY COMMITTEE
Alderperson Cari Lendrum (Chairman)
Alderperson Lee Hillstrom (Vice Chairman)
Alderperson Brian Borchardt
Alderperson Scott Weber
Alderperson Todd Stevenson


VOTERS
COMMON COUNCIL
MAYOR
Council Committees
Finance & Personnel Committee
Public Services & Safety Committee
Legislative Review Committee
Committee on Rules
Jt. Fire Fin. & Personnel Comm.
Director of Finance
Director of Public Works
Director of Parks and Recreation
Water Works Commission
Director of Water Works
City Attorney
City Clerk
Director of Community Development and Assessment
Director of Human Resources & Safety
Boards & Commissions
Park & Recreation Commission
Neenah-Menasha Sewerage Comm.
Landmarks Commission
Board of Zoning Appeals
Committee on Aging
BID Board
Plan Commission
Emergency Gov't Committee
Jt. TIF Review Board
Loan Assistance Board
Harbor Commission
Boards & Commissions
Board of Public Works
Board of Review
Police Commission
Jt. Fire Commission
Library Board
Community Dev. Authority
Positions
Information Services Director
Assessor
Police Chief
Fire Chief
Library Director
(Dashed line indicates confirmation by Common Council)
= Appointed by Council
= Appointed by Mayor, 2/3 confirmation by Council
= Appointed by Library Board
= Appointed by Mayor, confirmed by Council
= Appointed by Police or Jt. Fire Commission
= Appointed by the Water Works Commission
= Appointed by Mayor

CITY OF NEENAH
2023 EXECUTIVE BUDGET
MAYOR RECOMMENDED
(w/Est. Assessed Value)

FUND	2022 Budget Tax Levy/Rate Adopted	2023 Budget Tax Levy/Rate Requested	% Increase (Decrease)	2023 Budget Tax Levy/Rate Recommended	% Increase (Decrease)
General Fund Tax Levy	$14,279,330	$16,320,750	14.30%	$14,619,680	2.38%
Operating Tax Levy	**$14,279,330**	**$16,320,750**	**14.30%**	**$14,619,680**	**2.38%**
Debt Service Fund Tax Levy (2015)	3,210,000	3,210,000	n/a	3,210,000	n/a
Tax Levy Subject To Levy Limit	**$17,489,330**	**$19,530,750**	**11.67%**	**$17,829,680**	**1.95%**
Debt Service Fund-2016-22 Levy Increase	390,000	590,000	n/a	590,000	n/a
Tax Levy Subject To Levy Limit After Previous Yr Debt Adjustment	**$17,879,330**	**$20,120,750**	**12.54%**	**$18,419,680**	**3.02%**
Debt Service Fund - 2023 Levy Increase	200,000	200,000	n/a	200,000	n/a
Tax Levy Subject To Levy Limit After Current Yr Debt Adjustment	**$18,079,330**	**$20,320,750**	**12.40%**	**$18,619,680**	**2.99%**
City Property Assessed Value (est)	2,349,091,100	2,365,674,201	0.71%	2,365,674,201	0.71%
Assessed Tax Rate (Before TIF)	**$7.6963**	**$8.5898**	**11.61%**	**$7.8708**	**2.27%**
City Property Equalized Value	2,547,115,400	2,731,410,000	7.24%	2,731,410,000	7.24%
Equalized Tax Rate (Before TIF)	**$7.0980**	**$7.4397**	**4.81%**	**$6.8169**	**-3.96%**
T.I.F. Districts Tax Levy (est)	1,984,206	2,300,000	15.92%	2,077,632	4.71%
Total Tax Levy (After TIF)	**$ 20,063,536**	**$ 22,620,750**	**12.75%**	**$ 20,697,312**	**3.16%**
Assessed Tax Rate (After TIF)	**$8.5410**	**$9.5621**	**11.96%**	**$8.7490**	**2.44%**
Equalized Tax Rate (After TIF)	**$7.8770**	**$8.2817**	**5.14%**	**$7.5775**	**-3.80%**

NOTE: * Budget Year 2023 Levy is proposed to be reduced by the application of $135,000 of General Fund Unassigned Reserve Fund Balance. This compares to the amount of $100,000 used to reduce the 2022 Budget Year Levy.

*** Tax Levy amount includes a Prior Year Levy Limit Carry Forward of $0 ($2,632 available)**

*** Tax Levy amount includes a Joint Fire/Rescue Levy Limit Exemption of $150,000**

*** Tax Levy amount is $2,806 less than the maximum levy increase amount allowed under levy limits. That amount will then be carried forward for use in future years.**

*** Tax Levy for Debt Service totals $4,000,000, a $200,000 (5.26%) increase**

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2023 GENERAL FUND BUDGET

Requested Expenditures	**$29,335,250**
Requested Revenue - includes previous year's tax levy amount	**27,396,440**
Budget Deficit based upon Requests	**$1,938,810**

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

(b) Total General Fund Expenditure Recommended Increases (Decreases)	**(944,970)**

* Specific details are listed in the Mayor's comments that follow and on the individual budget summary pages.

(a) Total General Fund Revenue Recommended Increases (Decreases)	**993,840**

* Specific details are listed in the Mayor's comments that follow.

Recommended General Fund Budget Deficit	**$0**

Expenditure Restraint Program (ERP)

2022 General Fund Adopted Expenditure Budget	$26,949,590
Estimated 2023 ERP Limit - 8.6%	1.086
2023 Gen. Fund Expenditure Limit	29,267,254
2023 Department Requested Expenditures	29,335,250
Expenditure Reductions Needed to Qualify for 2023 ERP Program	**67,996**
Expenditure Decreases Recommended by Mayor	**(944,970)**
Expenditure Decreases Recommended in Excess of Amount Needed to Qualify for 2023 ERP Program	**(876,974)**

> **(944,970)**

Mayor's Recommended Revenue Budget Adjustments

Increases (Decreases) to Revenue Requested

1). Property Tax Levy Increase - Levy Limit **$190,340**

Mayor's Comments:

Per levy limit restrictions based upon net new construction, the City maximum levy increase for its operating budget is limited to $193,146. As such, I am recommending using $190,340 of that amount to apply towards the 2023 operating budget, leaving $2,806 available for levy limit carryforward to future years.

2). Property Tax Levy Increase - Levy Limit Carry Forward **0**

Mayor's Comments:

Per levy limit law, the City may carry forward unused levy limit from previous years for the current year budget. The City currently has $2,625 available in previous year's unused levy limit. I am not proposing to use the this amount, and the balance will remain available to use in future years.

3). Property Tax Levy Increase - Fire/Rescue Levy Limit Exemption **150,000**

Mayor's Comments:

Per levy limit law, any municipality with a joint Fire Department is able to exempt from the levy limit the portion of their municipality's increase in fire service cost so long as the total Joint Fire/Rescue expenditure budget increase does not exceed CPI + 2%. The 2023 Fire/Rescue budget meets that standard. In addition, the exemption can only be for the municipality's increase in fire service cost that exceeds 2%. The City of Neenah increase for Fire/Rescue services for 2023 totals $265,370, with the amount eligible for levy limit exemption totaling $154,990. Of this eligible amount, the 2023 budget recommends the use of a Joint Fire/Rescue Levy Limit Exemption of $150,000.

4). Use General Fund Unassigned Reserves **135,000**

Mayor's Comments:

The City ended fiscal year 2021 with a General Fund undesignated fund balance of $5,060,058 and a total fund balance of $5,342,546. Current estimates for 2022 indicate the City would end the year with a net expenditure less revenue deficit of $229,540. This number excludes the budgeted application of assigned ($107,430), unassigned ($100,000) and library ($25,000) fund balance. I am recommending the use of $135,000 of unassigned fund balance as part of the proposed 2023 General Fund budget, an increase of $35,000 from the $100,000 of unassigned fund balance applied as part of the 2022 budget.

Mayor's Recommended Revenue Budget Adjustments

General Fund Revenues (con't)

5). Library Operating Carryforward **10,000**

Mayor's Comments:

State law mandates that all accumulated unspent funds that were appropriated for Library use in previous years must be specifically identified and used only for future Library purposes. Those available carry forward funds total $37,537 as of 12/31/21. At this point, no additional funds are expected to be available from 2022 operations. $25,000 of those funds were used to offset expenditures in the 2022 budget. I am recommending using $10,000 of those ongoing carry forward funds to offset expenditures in the 2023 Library operating budget.

6). CIP Street Projects-Internal Engineering Costs **250,000**

Mayor's Comments:

Annual street, sanitary sewer, and storm water reconstruction and replacement projects budgeted for in the CIP require significant engineering and administrative resources to plan for and complete. These services are provided by engineering staff in the Public Works Department Without this service on staff, the City would need to borrow additional funds each year for contracted engineering services in order to complete these projects, and likely at far greater cost. As such, I am recommending the cost of engineering services related to 2023 CIP projects be reimbursed with borrowed funds, rather than directly through the operating levy. Public Works staff estimates 30% of its budget is attributable to CIP project planning and execution. Funding breaks out as follows: Street Projects-65% ($162,500), Sanitary Sewer-25% ($62,500), and Storm Water-10% ($25,000).

7). ARPA - One Time Expenditures **225,000**

Mayor's Comments:

I am recommending the use of additional ARPA funds to pay for non-recurring costs appearing in the 2023 budget, as well as to address the effects of inflation levels not seen in decades. ARPA funds are required to be allocated by 12/31/24, and spent by 12/31/26. The uses are as follows:
Assessor/Revaluation/Postage - $60,000
Salary Plan-One Time Increases to Grade Minimums - $65,000
Cost Increases Based Upon Worst Case Inflation Estimate (Gas/Oil, Supplies, etc.) - $100,000

8). All Internal Transfers **33,500**

Mayor's Comments:

Increase 6% instead of 5%. Additional 1% to meet the challenges of historic inflation levels. Transfers include the ARPA Public Safety, TIF's and utility operating transfers.

(a) Total General Fund Revenue Increases (Decreases) Recommended **$993,840**

Mayor's Recommended Expenditure Budget Adjustments

Increases (Decreases) to Expenditures Requested

Police

Mayor's Comments: **(252,640)**

The Police Department 2023 budget included the request to add three additional staff positions. Those positions with annual costs are Police Captain ($142,570), Investigator ($126,150) and Behavioral Health Officer ($116,760). While the safety of our community is paramount, operating budget constraints have led me to not recommend any of the three positions at this time.

Joint Fire/Rescue

Mayor's Comments: **(197,810)**

City of Neenah 60.34% share of total $327,830 budget reductions as directed by the Mayors of both cities. Reductions include eliminating funding for the requested Community Risk Reduction specialist, as well as wage and fringe adjustments for planned retirements, plus health insurance and overtime reductions. Specific details can be found in the full Neenah-Menasha Fire Rescue budget.

Library **(31,980)**

Mayor's Comments:

The 2023 Library operating budget request includes the addition of a part time Assistant Custodian, as well as additional hours for a part time position. Due to operating budget constraints I am not recommending the new position or the additional hours in my proposal.

Special Reserves & Escrow

Mayor's Comments:

This area of the budget is used to identify budget adjustments that affect multiple departments across various budget line items.
My recommended changes to those various line items are as follows:

1). Health Insurance **(250,000)**

The City and its benefits broker have negotiated a negligible increase of 0.59% in 2023 health insurance premiums, vs. a previously projected 9.9% increase.

2). Retirements **(50,000)**

Wage and fringe benefit impact of planned 2023 retirements.

3). Internal I/S Services **(162,540)**

Reductions to the I/S expenditure budget decrease the transfers needed from departments. Reductions include elimination of funding for the requested Help Desk Support Technician ($71,310), health insurance ($11,230), and the portion of the I/S service fee that accounts for CIP costs ($80,000).

Total Special Reserves & Escrow	**(462,540)**
(b) Total General Fund Expenditure Adjustments Increases (Decreases)	**(944,970)**
Total Budget Adjustments Recommended to Balance 2023 General Fund Budget	**$1,938,810**

CITY OF NEENAH
TAX LEVY, TAX RATES and PROPERTY VALUES
BUDGET YEARS 2014-2023

Tax Levy and Tax Rates						
Budget Year	**Tax Levy**	**% Change**	**Assessed Tax Rate**	**% Change**	**Equalized Tax Rate**	**% Change**
2014	17,179,057	n/a	9.04	n/a	9.27	n/a
2015	17,626,503	2.60%	9.19	1.66%	9.19	-0.86%
2016	17,853,228	1.29%	9.21	0.22%	9.24	0.54%
2017	18,246,485	2.20%	9.33	1.30%	9.16	-0.87%
2018	18,647,504	2.20%	9.49	1.71%	8.90	-2.84%
2019	18,895,021	1.33%	9.63	1.48%	8.55	-3.93%
2020	19,101,052	1.09%	8.19	-14.95%	8.05	-5.85%
2021	19,741,734	3.35%	8.39	2.44%	8.09	0.50%
2022	20,063,536	1.63%	8.54	1.79%	7.88	-2.60%
2023 (est)	20,697,312	3.16%	8.75	2.46%	7.58	-3.81%
Average		1.56%		-0.68%		-1.48%

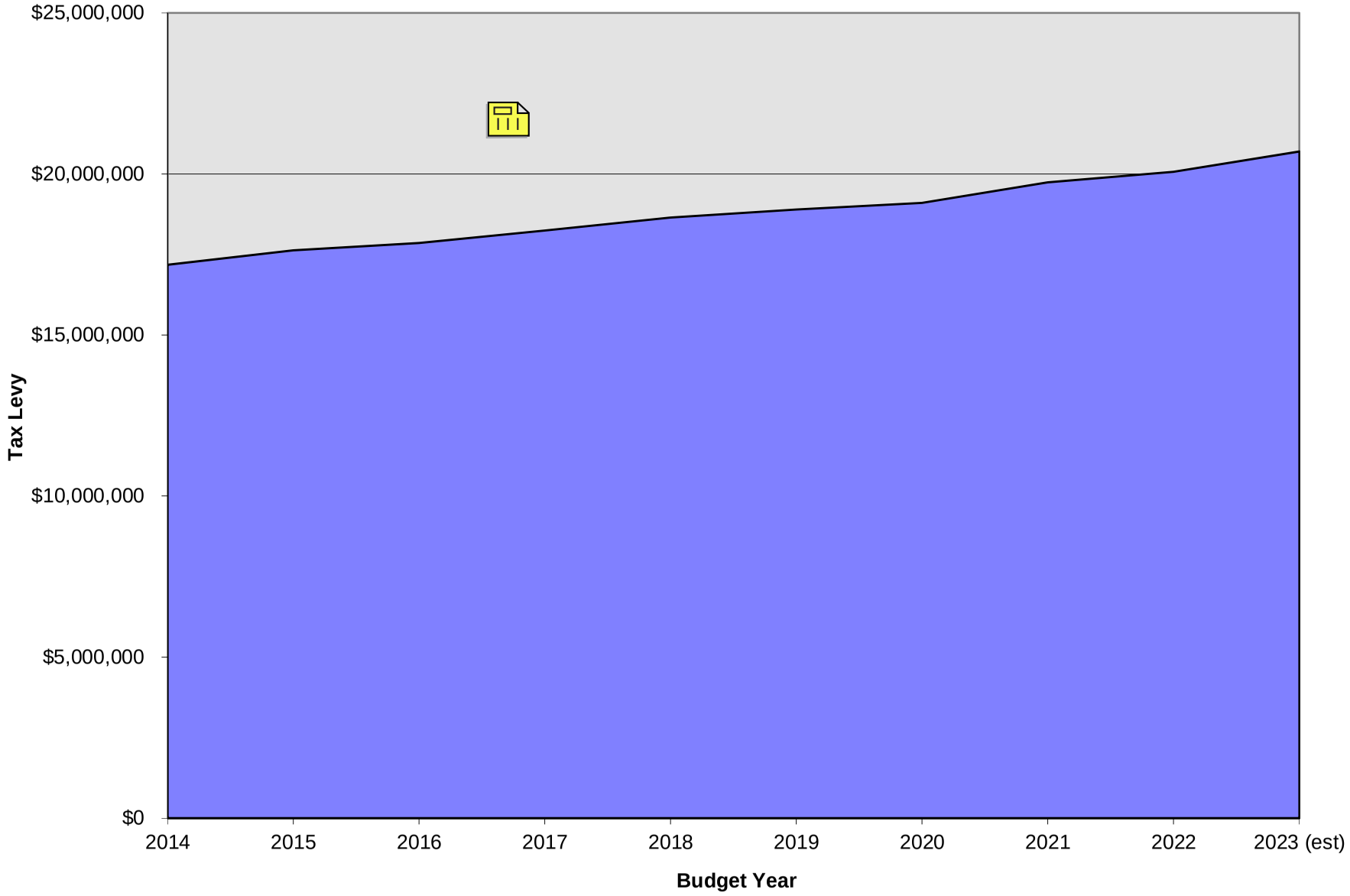
Assessed and Equalized Property Values					
Budget Year	**Property Tax Base Assessed Value**	**% Change**	**Property Tax Base Equalized Value**	**% Change**	**% Ratio**
2014	1,899,744,900	n/a	1,852,907,500	n/a	102.53%
2015	1,918,933,800	1.01%	1,918,342,400	3.53%	100.03%
2016	1,937,527,000	0.97%	1,933,055,000	0.77%	100.23%
2017	1,956,028,634	0.95%	1,991,660,100	3.03%	98.21%
2018	1,964,662,341	0.44%	2,095,284,800	5.20%	93.77%
2019	1,961,250,400	-0.17%	2,209,662,100	5.46%	88.76%
2020	2,331,327,200	18.87%	2,374,159,900	7.44%	98.20%
2021	2,351,400,500	0.86%	2,440,145,100	2.78%	96.36%
2022	2,349,091,100	-0.10%	2,547,115,400	4.38%	92.23%
2023 (est)	2,365,674,201	0.71%	2,731,410,000	7.24%	86.61%
Average		2.62%		4.43%	

CITY OF NEENAH
2023 OPERATING BUDGET
CALCULATION OF TAX LEVY LIMIT

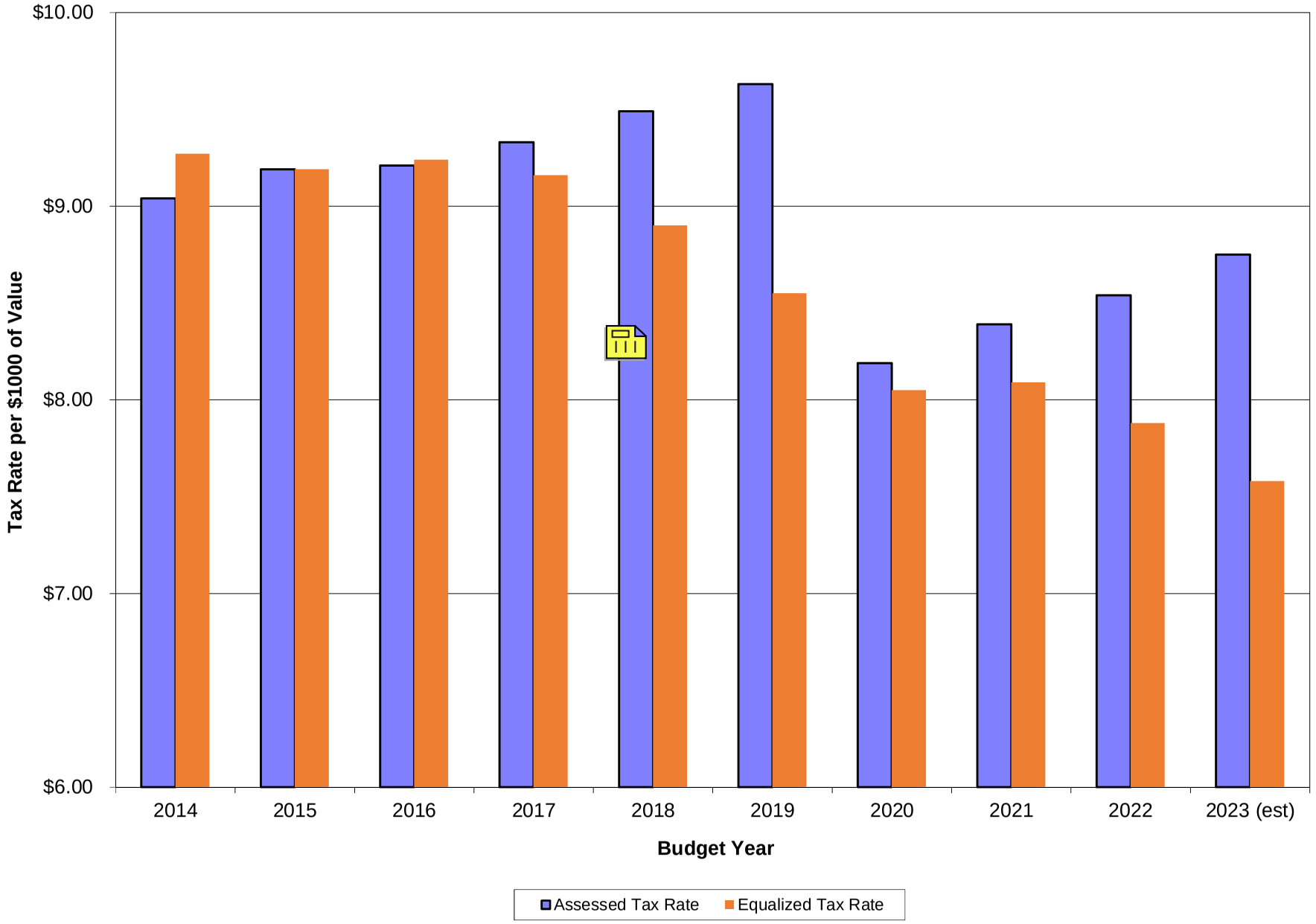
Operating Budget Levy Limit Calculation		**Tax Levy**	**%**
2023 Budget Operating Levy Subject to Levy Limit			
2022 Budget Operating Levy - actual levy (excluding unused capacity)	$18,079,330		
Plus: 2022 Personal Property Tax State Aid	80,889		
Total 2022 Budget Operating Levy plus 2022 Personal Property Tax State Aid	18,160,219		
Less: 2022 Budget Levy for Debt Service on debt authorized after 7/1/05	(365,700)		
Total 2022 Budget Operating Levy Subject to Levy Limit	17,794,519	$17,794,519	
Allowable Budget Levy % Increase for 2023	1.540%		
	18,068,555		
2023 Budget Operating Levy Increase Allowed Due To Levy Limit-Before PP Tax Aid	274,036		
Less: 2023 Personal Property Tax Aid **(EST)**	(80,889)		
2023 Budget Operating Levy Increase Allowed Due To Levy Limit-After PP Tax Aid		193,147	
2023 Budget Total Operating Levy Allowed by Levy Limit (Before Adjustments)		17,987,666	1.09%
2023 Budget Total Operating Levy - Mayor Recommended (Before Adjustments) **(EST)**		18,619,680	4.64%
2023 Budget Total Operating Levy Recommended Below Levy Limit (Before Adjustments)		(632,014)	
Adjustments to Levy Limit - Current Year			
2023 Budget Total Operating Levy Allowed by Levy Limit (Before Adjustments)		17,987,666	
Adjustments			
2023 Budget Levy - For increase in charges assessed by a joint fire department		150,000	
2023 Budget Levy - Unused Levy Carryforward		0	
2023 Budget Levy Increase for Debt Service for Debt Authorized After July 1, 2005.		484,820	
2023 Budget Total Operating Levy Allowed by Levy Limit (After Adjustments)		**$18,622,486**	
2023 Budget Total Operating Levy Recommended Subject to Levy Limit (After Adjustments)		**18,619,680**	
2023 Budget Total Operating Levy Recommended Below Levy Limit (After Adjustments)		**$2,806**	

* **Previous Year's Unused Levy Limit Adjustment**				
Previous Year's Allowable Levy				$18,081,962
Previous Year's Actual Levy				18,079,330
Previous Year's Unused Levy Limit				2,632
Previous Year's Actual Levy	18,079,330	x	1.50%	271,190
Allowable Operating Levy Limit Unused Levy (lesser of lines above)				2,632
Mayor's Recommended Use of Unused Levy Limit				0
Allowable Previous Year Unused Levy Limit Still Available				2,632
2023 Budget Total Operating Levy Recommended Below Levy Limit (After Adjustments)				2,806
Total Unused Levy Limit Available for Future Years				$5,438

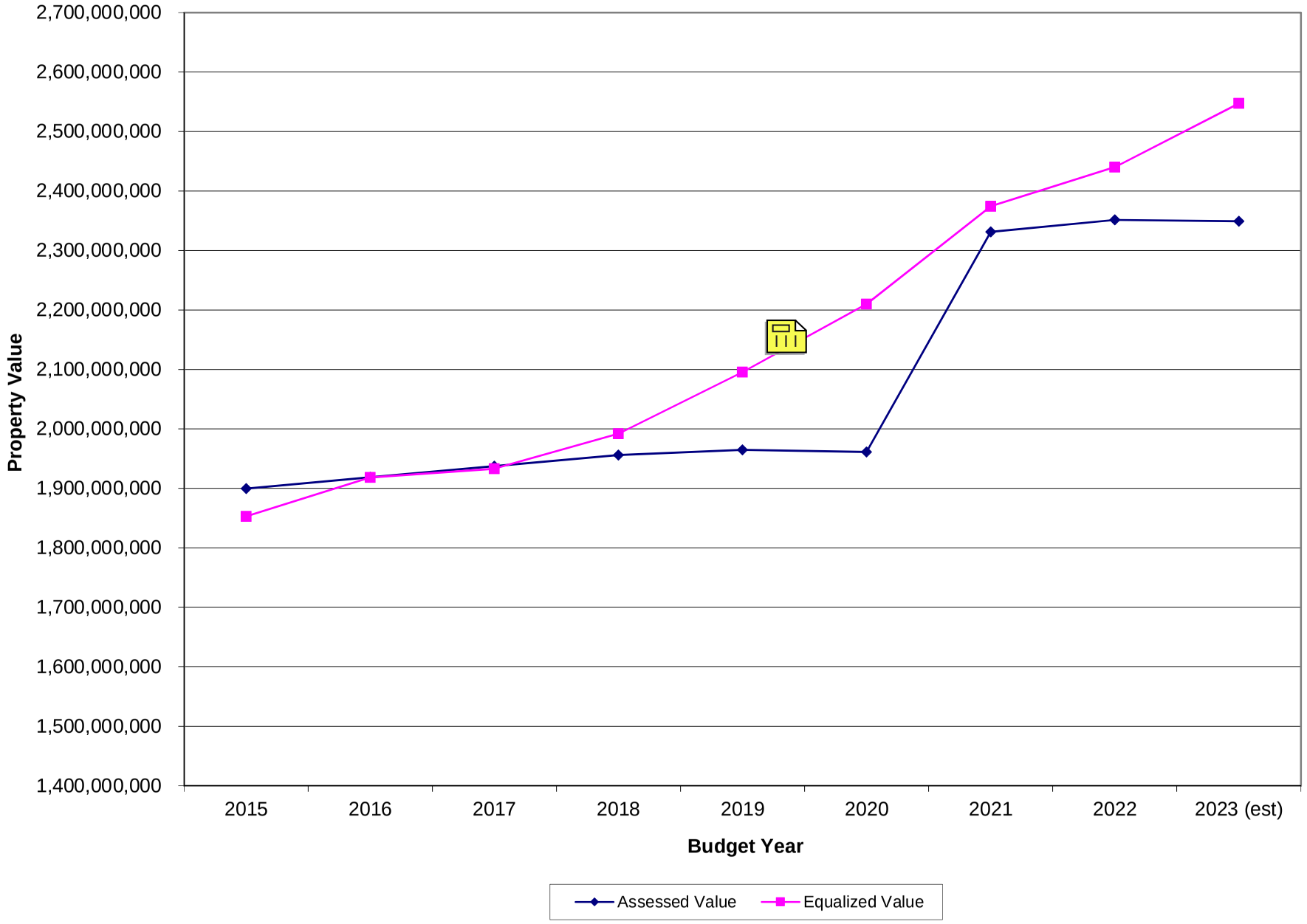
CITY OF NEENAH
Total Annual Tax Levy
Budget Years 2014-2023



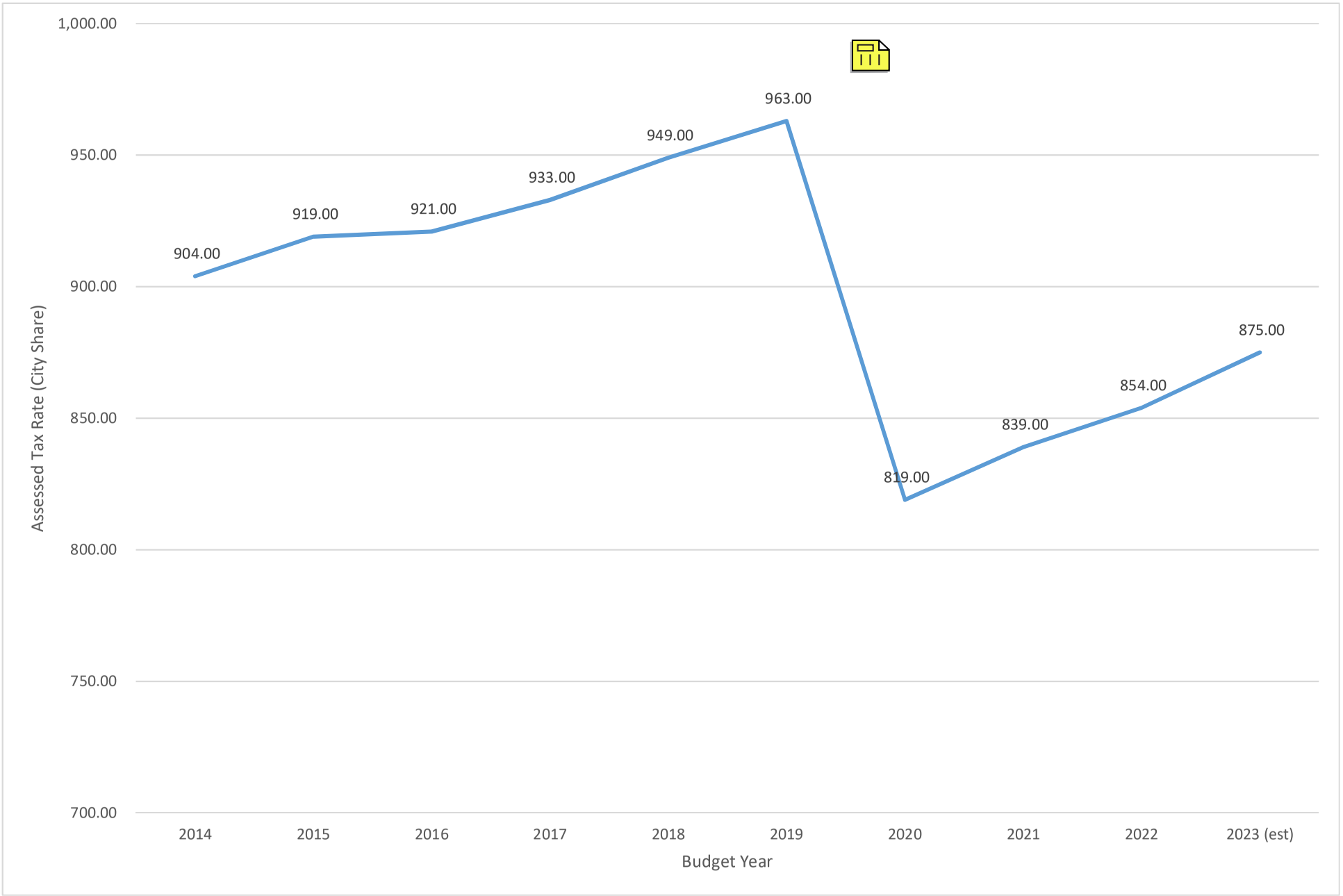
CITY OF NEENAH
Comparison of Assessed and Equalized Tax Rates
Budget Years 2014-2023



CITY OF NEENAH
Comparison of Assessed and Equalized Values
Budget Years 2014-2023



CITY OF NEENAH
Property Taxes on $100,000 of Assessed Value
Budget Years 2014-2023



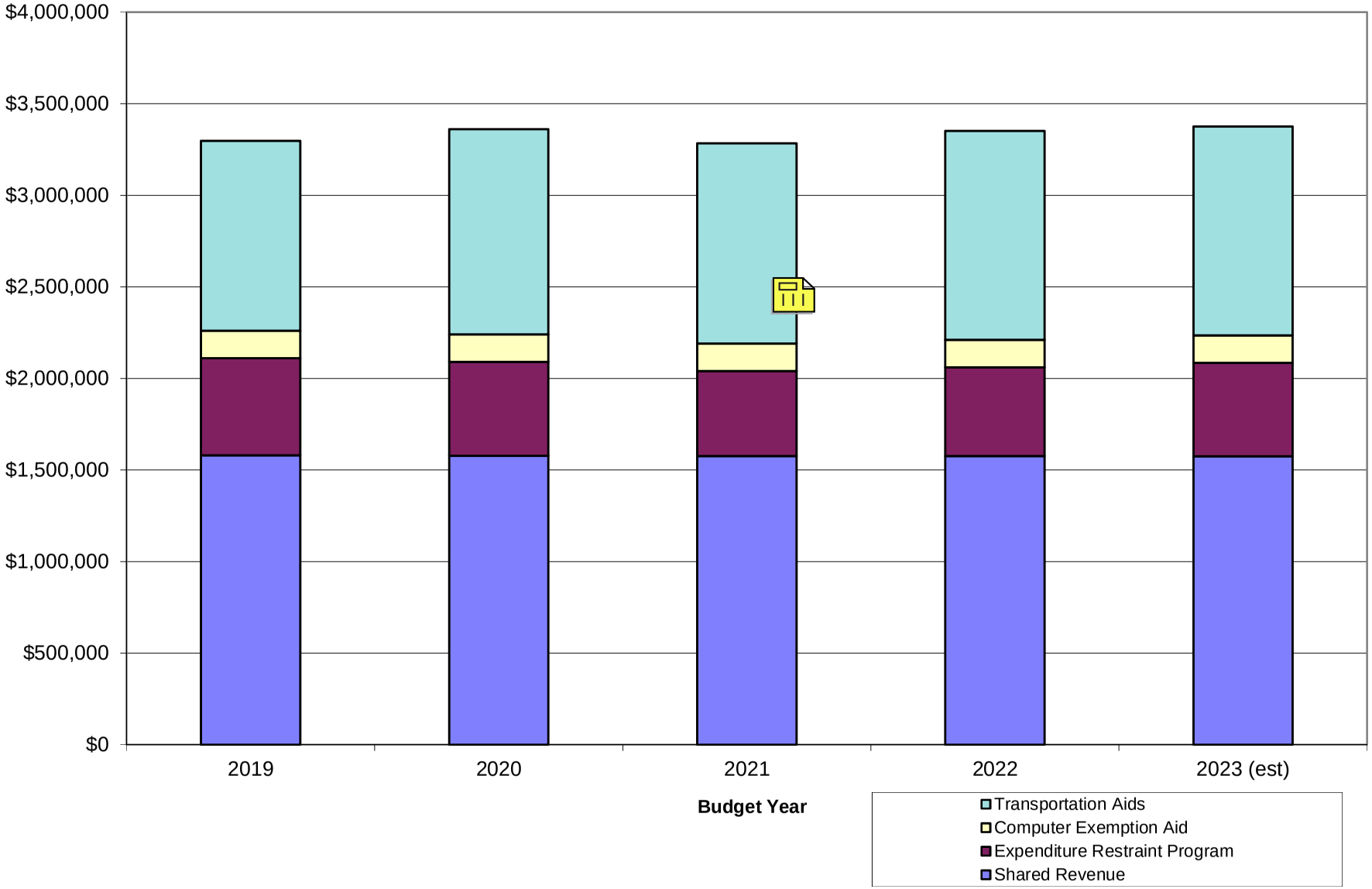
CITY OF NEENAH
SCHEDULE OF ALL STATE AID PAYMENTS
2014-2023

	2014	2015	2016	2017	2018
State Shared Revenue	$ 1,524,930	$ 1,526,500	$1,520,500	$1,524,360	$1,562,614
Expenditure Restraint Program	561,740	556,250	544,830	566,880	553,680
Computer Exemption Aid	131,850	119,700	167,110	144,880	147,020
Transportation Aids	1,119,500	1,064,830	1,038,930	1,058,480	1,078,260
Total State Aid Payments	**$ 3,338,020**	**$ 3,267,280**	**$ 3,271,370**	**$3,294,600**	**$3,341,574**

	2019	2020	2021	2022	2023 (est)	Ten-Year $ Increase (Decrease)	Ten-Year % Increase (Decrease)
State Shared Revenue	$1,580,010	$1,577,290	$1,576,660	$1,576,630	$1,575,200	50,270	3.30%
Expenditure Restraint Program	530,670	513,160	462,970	483,900	509,230	(52,510)	-9.35%
Computer Exemption Aid	150,580	150,580	150,580	150,580	150,580	18,730	14.21%
Transportation Aids	1,036,080	1,120,130	1,093,610	1,140,220	1,140,220	20,720	1.85%
Total State Aid Payments	**$3,297,340**	**$3,361,160**	**$3,283,820**	**$3,351,330**	**$3,375,230**	**$37,210**	1.11%

* Excludes payments for the State Personal Property Exemption Credit that began in 2019. Per State Levy Limit mandate, the amount of the payment reduces the City's levy limit dollar-for-dollar, thereby making it revenue neutral to the City.

CITY OF NEENAH
Schedule of All State Aid Payments
2019-2023



CITY OF NEENAH
2023 RECOMMENDED BUDGET
ALL FUNDS SUMMARY

OPERATIONS/UTILITIES

Funds	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed	Budget Change
General Fund						
Total Expenditures	$ 25,795,458	$ 27,057,020	$ 27,045,070	$ 29,335,250	$ 28,390,280	4.93%
Special Revenue Funds (Excludes TIF Special Revenue Fund/Developer Land Fund/Alliant Energy Payment Fund)						
Total Expenditures	1,100,367	2,637,130	2,596,042	2,710,290	2,716,980	3.03%
Debt Service Fund (Including TIF/Sanitary/Storm Utility Debt)						
Total Expenditures	10,932,493	10,941,910	10,941,910	11,577,975	11,577,975	5.81%
Capital Project Funds (Excludes Utilities and Internal Transfers)						
Total Expenditures	8,998,430	13,333,990	13,333,990	15,032,440	12,549,440	-5.88%
Enterprise Funds (Includes Capital/Depreciation - Excludes Sanitary/Storm Debt Service)						
Total Expenses	15,647,260	16,731,040	16,564,626	18,257,060	18,349,120	9.67%
Trust Funds						
Total Expenditures	38,578	18,500	33,500	33,500	33,500	81.08%
All Operations/Utilities						
Total Expenditures	**$ 62,512,586**	**$ 70,719,590**	**$ 70,515,138**	**$ 76,946,515**	**$ 73,617,295**	**4.10%**

CITY OF NEENAH
TOTAL TAX LEVY FUNDED OPERATING BUDGET
SUMMARY OF 2023 BUDGET
COMMITTEE OF THE WHOLE RECOMMENDED

Budget Account	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed	Budget Change	% of Total
EXPENDITURES							
General Fund							
General Government	$ 2,585,923	2,652,160	$ 2,602,710	$ 2,740,070	$ 2,740,070	3.31%	9.65%
Public Safety	12,286,433	13,110,770	13,116,820	14,097,200	13,646,750	4.09%	48.07%
Public Works	4,347,599	4,385,740	4,421,030	4,553,570	4,553,570	3.83%	16.04%
Parks and Recreation	2,176,787	2,324,430	2,314,730	2,444,820	2,444,820	5.18%	8.61%
Health and Welfare	25	250	250	250	250	0.00%	0.00%
Community Development	1,545,756	1,607,340	1,587,760	1,811,390	1,811,390	12.69%	6.38%
Library	2,284,731	2,362,370	2,353,610	2,541,060	2,495,150	5.62%	8.79%
All Other	568,204	613,960	648,160	1,146,890	698,280	13.73%	2.46%
TOTAL EXPENDITURES	**$ 25,795,458**	**$ 27,057,020**	**$ 27,045,070**	**$ 29,335,250**	**$ 28,390,280**	**4.93%**	**100%**
REVENUES							
General Fund							
Other Taxes & PILOT	$ 1,158,728	$ 1,178,020	$ 1,099,530	$ 1,123,850	$ 1,123,850	-4.60%	3.97%
State & Federal Revenue	3,856,620	3,930,600	3,932,780	4,104,050	4,104,050	4.41%	14.47%
Licenses, Permits and Fees	637,917	641,260	642,110	656,500	656,500	2.38%	2.32%
Charges for Services	2,010,521	1,970,980	2,004,850	1,979,760	1,979,760	0.45%	6.98%
Investment Income	306,009	471,000	476,600	627,200	627,200	33.16%	2.22%
Fines & Forfeitures	81,231	118,000	105,330	105,300	105,300	-10.76%	0.38%
Other Revenue	157,728	208,150	213,920	222,720	222,720	7.00%	0.79%
Park & Recreation Revenue	557,607	589,230	623,050	690,070	690,070	17.11%	2.44%
Fund Transfers	2,941,225	3,438,020	3,438,020	3,607,650	4,116,150	19.72%	14.51%
Applied Fund Balance	0	232,430	232,430	0	145,000	-37.62%	0.52%
Sub-Total	$ 11,707,586	$ 12,777,690	$ 12,768,620	$ 13,117,100	$ 13,770,600	7.77%	48.60%
Tax Levy	14,012,868	14,279,330	14,279,340	14,279,340	14,619,680	2.38%	51.50%
TOTAL REVENUES	**$ 25,720,454**	**$ 27,057,020**	**$ 27,047,960**	**$ 27,396,440**	**$ 28,390,280**	**4.93%**	**100%**
				2023 $ Increase over 2022 Levy	**$340,350**		
Debt Service Fund							
Expenditures	$ 10,932,493	$ 10,941,910	$ 10,941,910	$ 11,577,975	$ 11,577,975	5.81%	100.00%
Fund Revenue	$ 7,938,252	$ 7,668,823	$ 7,668,823	$ 7,747,882	$ 7,747,882	1.03%	65.95%
Tax Levy	3,600,000	3,800,000	3,800,000	4,000,000	4,000,000	5.26%	34.05%
TOTAL REVENUES	**$ 11,538,252**	**$ 11,468,823**	**$ 11,468,823**	**$ 11,747,882**	**$ 11,747,882**	**2.43%**	**100%**
				2023 $ Increase over 2022 Levy	**$200,000**		

CITY OF NEENAH
2023 BUDGET SUMMARY
GENERAL FUND

Budget Account	2021 Actual	2022 Budget	2022 Estimate	2023 Dept. Request	2023 Proposed	% Budget Change
GENERAL GOVERNMENT						
Common Council						
Council Operations	71,572	81,050	75,390	87,500	87,500	
	71,572	**81,050**	**75,390**	**87,500**	**87,500**	**7.96%**
Mayor's Office						
Mayors Office	205,760	215,910	229,600	225,470	225,470	
City Publication	29,135	28,500	28,500	34,000	34,000	
LEAN Training	2,575	4,550	2,000	4,550	4,550	
	237,470	**248,960**	**260,100**	**264,020**	**264,020**	**6.05%**
Finance						
Finance Operations	629,689	621,970	609,100	636,340	636,340	
Annual Audit/GASB#34 Impl	52,446	53,930	53,400	55,460	55,460	
Risk Management	253,450	264,900	260,830	275,520	275,520	
General	27,318	5,000	13,000	5,000	5,000	
Purchasing / P-Card	0	880	0	0	0	
Central Services	11,181	10,450	11,320	11,900	11,900	
Utility Billing	172,539	179,090	182,040	193,940	193,940	
Water Utility	59,770	62,600	62,600	64,680	64,680	
Capital Outlay-Finance	3,437	7,000	7,770	1,000	1,000	
	1,209,830	**1,205,820**	**1,200,060**	**1,243,840**	**1,243,840**	**3.15%**
Legal & Admin Services						
City Attorney Operation	256,129	243,840	225,270	274,800	274,800	
Prosecutn/Ext Legal Serv	1,625	2,000	3,150	2,000	2,000	
City Clerk Operations	186,827	200,230	192,280	223,390	223,390	
Elections	27,408	90,300	73,350	41,830	41,830	
Board of Review	507	1,190	1,320	1,650	1,650	
	472,496	**537,560**	**495,370**	**543,670**	**543,670**	**1.14%**
Human Resources and Safety						
Operations	270,570	291,360	270,330	301,960	301,960	
	270,570	**291,360**	**270,330**	**301,960**	**301,960**	**3.64%**
Municipal Building						
Municipal Building Oper	297,806	269,590	276,840	280,480	280,480	
Training/Redundant Data	11,465	10,400	11,040	11,020	11,020	
Monument Maintenance	1,582	1,420	1,940	1,580	1,580	
Capital Outlay-Mun Bldg	4,735	6,000	6,040	6,000	6,000	
	315,588	**287,410**	**295,860**	**299,080**	**299,080**	**4.06%**
COVID-19 Response						
Elections	(3)	0	0	0	0	
Building Maintenance	8,400	0	5,600	0	0	
	8,397	**0**	**5,600**	**0**	**0**	**0.00%**
Total General Government	**2,585,923**	**2,652,160**	**2,602,710**	**2,740,070**	**2,740,070**	**3.31%**

CITY OF NEENAH
2023 BUDGET SUMMARY
GENERAL FUND

Budget Account	2021 Actual	2022 Budget	2022 Estimate	2023 Dept. Request	2023 Proposed	% Budget Change
PUBLIC SAFETY						
Police						
Operations	6,518,896	6,956,830	6,807,920	7,459,000	7,206,360	
Police Firing Range	16,302	30,410	30,330	34,550	34,550	
School Liaison Program	218,581	301,280	306,810	320,780	320,780	
Police Crossing Guards	56,323	70,420	69,500	70,220	70,220	
Code Enforcement	5,164	97,130	89,350	95,330	95,330	
CSA / Animal Control	67,644	72,350	71,960	75,280	75,280	
K-9 Project	18,208	18,680	17,600	19,790	19,790	
Capital Outlay-Police	32,309	34,700	34,700	34,100	34,100	
	6,933,427	**7,581,800**	**7,428,170**	**8,109,050**	**7,856,410**	**3.62%**
Neenah Share of NMFR						
Fire	5,309,460	5,436,810	5,643,600	5,868,590	5,716,040	
Fire Station Buildings	32,847	26,000	26,000	26,000	26,000	
Reg Spec Oper Resp Team	1,740	13,930	3,990	14,060	14,060	
Joint Fire Commission	5,300	3,760	2,600	4,350	4,350	
Special Reserves & Escrow	0	38,370	0	69,050	23,790	
	5,349,347	**5,518,870**	**5,676,190**	**5,982,050**	**5,784,240**	**4.81%**
Other Public Safety						
Emergency Government	960	1,870	5,460	1,870	1,870	
Police Commission	2,699	8,230	7,000	4,230	4,230	
	3,659	**10,100**	**12,460**	**6,100**	**6,100**	**-39.60%**
Total Public Safety	**12,286,433**	**13,110,770**	**13,116,820**	**14,097,200**	**13,646,750**	**4.09%**
PUBLIC WORKS						
Engineering	846,548	817,910	798,470	842,060	842,060	
Capital Outlay-P.W. Admin	0	200	200	200	200	
Tullar Garage	475,120	496,800	481,180	512,730	512,730	
Cecil Street Garage	18,432	17,800	23,940	23,610	23,610	
Refuse Garbage Collection	848,266	834,920	873,110	918,070	918,070	
Sanit Sewers/Lift Station	297,310	325,340	328,670	342,270	342,270	
T-V San Sewers Insp/Seal	25,297	34,680	34,680	34,700	34,700	
Repair of Streets	466,426	442,280	454,150	456,120	456,120	
Snow & Ice Removal	510,139	529,990	534,300	540,790	540,790	
Weed Cutting	60,315	51,800	68,420	65,640	65,640	
Traffic Control	224,486	233,450	222,140	215,480	215,480	
Street Lighting	571,556	585,520	578,260	586,920	586,920	
Capital Outlay-P.W. Equip	591	10,200	12,130	10,200	10,200	
DPW Services-Undesignated	3,113	4,850	11,380	4,780	4,780	
Total Public Works	**4,347,599**	**4,385,740**	**4,421,030**	**4,553,570**	**4,553,570**	**3.83%**

CITY OF NEENAH
2023 BUDGET SUMMARY
GENERAL FUND

Budget Account	2021 Actual	2022 Budget	2022 Estimate	2023 Dept. Request	2023 Proposed	% Budget Change
COMMUNITY/ECONOMIC DEVELOPMENT						
Community Development						
Comm Development Admin	487,306	504,730	501,590	525,300	525,300	
Inspections	328,597	336,450	328,790	354,360	354,360	
Weights/Measures	499	19,400	18,750	20,350	20,350	
Assessor Operations	258,361	259,670	255,460	338,680	338,680	
	1,074,763	**1,120,250**	**1,104,590**	**1,238,690**	**1,238,690**	**10.57%**
Other Community Services						
Landmark Operations	231	3,550	4,020	3,550	3,550	
Sustainable Neenah Commit	1,146	4,350	4,350	4,300	4,300	
Commun Develop Authority	6,707	7,510	4,410	11,340	11,340	
Dial-A-Ride Program	12,000	12,000	12,000	12,000	12,000	
Mass Transit	435,099	443,230	443,230	525,010	525,010	
Y-Senior Friends Program	15,810	16,450	16,160	16,500	16,500	
Neenah Committee on Aging	25	250	250	250	250	
	471,018	**487,340**	**484,420**	**572,950**	**572,950**	**17.57%**
Total Community/Economic Development	**1,545,781**	**1,607,590**	**1,589,010**	**1,811,640**	**1,811,640**	**12.69%**
CULTURE AND RECREATION						
Neenah Public Library						
Library Operations	2,072,502	2,150,480	2,130,550	2,248,580	2,206,600	
WALS Computerization	182,229	186,890	188,060	189,450	189,450	
Special Reserves & Escrow	0	0	0	103,030	89,100	
Funds Carried Forward	30,000	25,000	35,000	0	10,000	
	2,284,731	**2,362,370**	**2,353,610**	**2,541,060**	**2,495,150**	**5.62%**
Other Culture						
Harbor Committee	13,075	10,890	10,080	11,160	11,160	
	13,075	**10,890**	**10,080**	**11,160**	**11,160**	**2.48%**

CITY OF NEENAH
2023 BUDGET SUMMARY
GENERAL FUND

Budget Account	2021 Actual	2022 Budget	2022 Estimate	2023 Dept. Request	2023 Proposed	% Budget Change
CULTURE AND RECREATION (cont.)						
Park & Recreation						
Park & Rec Admin Office	690,728	713,780	715,020	748,970	748,970	
Gen Unallocated Overhead	22,174	23,070	24,760	23,540	23,540	
Adult Programs	908	1,850	4,060	2,980	2,980	
Contracted Programs	35,393	48,000	44,380	47,340	47,340	
Youth Programs	129,274	148,490	146,740	187,900	187,900	
Other Pk & Rec Activities	8,549	11,750	12,930	13,230	13,230	
Riverside Players	17,700	30,850	28,000	30,630	30,630	
Parks	935,608	991,260	972,040	987,510	987,510	
	1,840,334	**1,969,050**	**1,947,930**	**2,042,100**	**2,042,100**	**3.71%**
Independent Programs						
Municipal Pool	266,135	281,830	291,660	317,940	317,940	
	266,135	**281,830**	**291,660**	**317,940**	**317,940**	**12.81%**
Celebrations/Commemorations						
4th of July/Communityfest	47,156	50,220	51,900	50,440	50,440	
Concerts/Parades/Others	23,162	23,330	23,240	24,340	24,340	
150th Celebration	0	0	0	10,000	10,000	
	70,318	**73,550**	**75,140**	**84,780**	**84,780**	**15.27%**
Total Culture and Recreation	**4,474,593**	**4,697,690**	**4,678,420**	**4,997,040**	**4,951,130**	**5.39%**
MISCELLANEOUS						
Oak Hill Cemetery						
Cemetery Operations	272,372	284,870	298,500	303,650	303,650	
	272,372	**284,870**	**298,500**	**303,650**	**303,650**	**6.59%**
City-Wide Forestry Program						
Public Right-of-Way	202,903	216,820	230,380	226,620	226,620	
Parks	56,188	65,830	66,760	67,410	67,410	
Invasive Species Control	6,718	15,550	17,930	16,350	16,350	
	265,809	**298,200**	**315,070**	**310,380**	**310,380**	**4.08%**
Other						
Tax Refunds	10,000	10,000	10,000	10,000	10,000	
Cash Short & Over	(60)	0	10	0	0	
Uncollectible Write Offs	(2,992)	0	3,500	0	0	
	6,948	**10,000**	**13,510**	**10,000**	**10,000**	**0.00%**
Mayor's Executive Adjustments						
Mayor's Adjustments	0	0	0	0	(162,540)	
	0	**0**	**0**	**0**	**(162,540)**	**N/A**
Transfers Out						
Transfer to Joint Court-Neenah Share	10,000	10,000	10,000	10,000	10,000	
	10,000	**10,000**	**10,000**	**10,000**	**10,000**	**-**
Total Miscellaneous	**555,129**	**603,070**	**637,080**	**634,030**	**471,490**	**-21.82%**
SPECIAL RESERVES & ESCROWS	**0**	**0**	**0**	**501,700**	**215,630**	**N/A**
TOTAL GENERAL FUND BUDGETS	**25,795,458**	**27,057,020**	**27,045,070**	**29,335,250**	**28,390,280**	**4.93%**

CITY OF NEENAH
OPERATING BUDGET
***** SUMMARY OF GENERAL FUND BY OBJECT CODE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PERSONAL SERVICES								
0101	Salaries	10,810,242	11,293,590	5,581,716	11,120,830	12,029,950	11,778,810	
0102	Full Time Hourly Wages	1,720,225	1,813,600	1,250,217	1,710,500	1,787,790	1,762,500	
0103	Temporary Wages	541,609	661,120	556,947	668,210	733,080	733,080	
0104	Overtime Wages	584,908	648,380	382,176	723,510	656,430	632,300	
0105	Reimbursable Overtime	(22,669)	(35,670)	(34,056)	(41,090)	(29,630)	(29,630)	
0106	FLSA Overtime Wages	36,779	35,360	1,257	37,180	37,000	37,000	
0108	Grant Overtime	6,799	10,000	8,274	9,000	10,000	10,000	
0109	Premium Pay	12,226	11,000	8,812	11,000	12,000	12,000	
0110	Health Insurance	2,918,679	3,077,370	1,800,314	3,060,380	3,458,050	3,111,040	
0111	Fringes	2,751,598	2,937,670	1,509,048	2,899,600	3,204,010	3,126,400	
0112	Grant Fringes	1,482	2,370	1,961	2,130	2,430	2,430	
0115	Schools/Seminars/Training	58,989	85,240	37,879	80,900	87,610	87,610	
0116	Test/Certification for Eq	5,480	7,040	0	7,040	10,290	10,290	
0117	Clothing Allowance	97,309	106,420	40,458	65,970	79,580	79,580	
0118	License Renewal	381	2,660	458	880	1,160	1,160	
0120	Protective Vest Repl Fd	0	3,900	(650)	3,900	3,900	3,900	
0122	Travel Expenses	582	1,000	180	500	500	500	
0123	Auto Allowance	923	2,050	1,687	1,960	2,100	2,100	
0124	Meal Allowance	1,328	1,640	816	1,450	1,660	1,660	
0125	Employee School Reimb	0	0	0	800	0	0	
0126	Department Awards	4,830	3,500	2,407	3,500	3,500	3,500	
0127	DOT Emp Notification Prog	0	50	0	50	50	50	
0128	Empl Recognition Awards	1,820	2,160	300	2,230	2,490	2,490	
0140	Midpoint/Other Adj Wages	0	0	0	0	20,000	20,000	
0141	Midpoint/Other Adj Fringe	0	0	0	0	5,000	5,000	
0150	Salary Plan Impl-Wages	0	0	0	0	55,000	55,000	
0151	Salary Plan Impl-Fringes	0	0	0	0	10,000	10,000	
0160	Retirements-Wages	0	0	0	0	0	(42,500)	
0161	Retirements-Fringes	0	0	0	0	0	(7,500)	
	PERSONAL SERVICES	**19,533,520**	**20,670,450**	**11,150,201**	**20,370,430**	**22,183,950**	**21,408,770**	**738,320**
CONTRACTUAL SERVICES								
0202	Outside Printing	44,057	52,920	34,381	53,960	59,150	59,150	
0203	Postage	63,358	80,250	53,240	77,350	78,030	78,030	
0204	Conferences & Meetings	18,112	31,250	21,620	33,300	30,940	30,940	
0205	Credit/Debit Charges	14,681	11,120	9,086	13,700	13,650	13,650	
0206	Advertising & Publication	14,759	22,060	10,294	16,740	19,650	19,650	
0207	Dues & Memberships	22,042	26,350	20,881	25,530	26,730	26,730	
0209	Maintenance of PPE/SCBA	4,680	2,170	0	2,450	2,720	2,720	
0210	Maint of Computer Hardwre	1,372	3,090	2,154	2,410	3,280	3,280	
0211	Maint of Fixed Equipment	25,202	12,730	11,253	15,460	13,870	13,870	
0212	Maint of Office Equipment	5,146	8,400	4,146	6,850	7,900	7,900	
0213	Maint of Motor Vehicles	37,789	54,220	15,070	96,550	80,290	77,270	
0214	Maintenance of Buildings	174,268	187,300	106,985	185,830	181,890	181,890	
0215	Maint of Radio Equipment	13,248	15,010	6,634	14,510	14,990	14,990	
0216	Maint of Operating Equip	15,156	15,040	7,386	16,990	17,500	17,500	
0217	Maint of Traffic Signals	10,072	8,000	2,757	8,000	8,000	8,000	
0218	Maint of Software	46,653	54,680	15,405	54,940	55,260	55,260	
0219	Maintenance of Land	5,343	10,550	3,312	5,670	11,950	11,950	
0220	Maint of Athletic Fields	4,005	2,000	3,218	3,500	2,500	2,500	
0221	Telephone	30,383	29,420	19,893	29,850	30,650	30,650	
0222	Electricity	859,403	873,800	556,874	867,300	907,570	907,570	
0223	Natural Gas	85,052	78,450	62,560	96,050	93,610	93,610	
0224	Water & Sewer	96,539	92,640	23,338	100,600	105,280	105,280	
0225	Commercial Dumpster	9,450	9,570	4,487	10,010	10,090	10,090	
0226	Storm Water	44,056	43,070	20,780	44,940	45,490	45,490	
0227	Cellular Telephone	42,483	45,660	30,143	44,700	48,840	48,840	
0228	Other Communications/GPS	999	900	640	900	900	900	

CITY OF NEENAH
OPERATING BUDGET
***** SUMMARY OF GENERAL FUND BY OBJECT CODE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
CONTRACTUAL SERVICES (CONT.)								
0229	Maint of Pavement Marking	34,480	18,590	17,674	17,680	1,000	1,000	
0231	Care of Prisoners	7,719	11,500	4,786	8,000	11,500	11,500	
0232	Auditing Services	53,270	53,860	40,557	53,860	55,900	55,900	
0233	Other Serv-Manufac Fees	57,175	77,670	57,163	82,510	89,640	89,640	
0234	Credit Card Payment Fees	15,485	16,000	17,722	17,790	16,600	16,600	
0235	Outside Software Services	5,206	4,900	4,744	5,350	7,200	7,200	
0236	Outside Services	986,924	1,025,380	783,193	1,100,390	1,204,510	1,204,510	
0237	Pest Control	5,314	6,050	4,582	6,110	6,130	6,130	
0238	Professional Services	16,207	25,300	7,880	27,890	22,090	20,270	
0239	Misc Insurance	1,211	2,500	1,554	2,500	3,000	3,000	
0241	Tree Planting & Landscape	16,200	17,610	17,056	17,690	17,600	17,600	
0242	Permit	597	1,130	885	1,140	1,130	1,130	
0243	Tipping Fees	375,431	372,000	247,134	365,000	397,000	397,000	
0244	Commercial Dumpsters	70,129	74,000	42,700	72,490	77,600	77,600	
0245	License Fees	64,503	67,700	68,579	68,590	72,700	72,700	
0246	Property & Liability Ins	107,837	115,030	87,133	112,340	117,340	117,340	
0247	Auto/Physical Damage Ins	49,987	52,790	39,965	50,380	54,850	54,850	
0248	Boiler:Machine Insurance	5,002	5,250	5,148	5,150	6,030	6,030	
0249	Collection Services	34,772	44,500	35,680	52,000	47,000	47,000	
0250	Copy Mach. Lease/Supplies	19,653	27,000	13,602	25,000	28,010	28,010	
0251	Rental	8,034	13,500	12,276	14,350	23,350	23,350	
0252	Rental of Equipment	13,905	9,840	7,650	11,790	11,070	11,070	
0253	Technology Res Fund	27,490	28,000	28,000	28,000	29,000	29,000	
0254	Printer / Copies	26,772	27,560	19,288	27,620	27,000	27,000	
0255	IS Service / Internal	750,070	532,290	340,950	532,290	777,810	615,270	
0256	Neenah City Finance Ser.	15,410	16,070	0	16,070	16,740	16,740	
0257	Neenah City H/R Services	35,900	39,420	0	39,420	42,240	42,240	
0258	GIS Services/Internal	0	99,800	69,397	99,800	110,250	110,250	
0261	Misc	10,978	11,980	7,959	11,850	11,980	11,980	
0262	Public Relations/Services	5,958	10,250	4,202	10,050	12,440	10,030	
0264	Drug & Alcohol Testing	1,824	2,500	1,556	2,500	2,500	2,500	
0265	EE Safety Compliance Acct	4,225	9,500	4,760	9,500	9,500	9,500	
0268	Connecter Cost	0	12,000	0	12,000	12,200	12,200	
0271	Self-Insured Direct Costs	70,000	69,000	52,500	69,000	70,000	70,000	
0280	Neenah-Menasha FireRescue	0	(19,910)	4,119,653	0	(10,560)	(10,560)	
0293	Maint of Motor Veh/Fleet	292,744	293,590	182,825	277,850	293,600	293,600	
0294	Oil and Fluids/Fleet	15,951	19,440	9,441	17,580	18,810	18,810	
0296	Maint of Oper Eq/Fleet	163,932	174,630	154,754	207,110	176,840	176,840	
	CONTRACTUAL SERVICES	**5,058,603**	**5,138,870**	**7,559,485**	**5,306,730**	**5,742,330**	**5,572,540**	**433,670**
SUPPLIES & MATERIALS								
0301	Office Supplies	22,668	30,240	19,337	28,230	29,000	29,000	
0302	Inhouse Printing	511	1,100	372	900	1,080	1,080	
0303	Computer Operation Supply	784	3,150	777	2,880	3,150	3,150	
0305	Chemicals	1,295	1,700	1,470	1,770	1,500	1,500	
0306	Cleaning/Janitor Supplies	51,630	58,670	33,344	54,020	58,360	58,360	
0308	Books and Periodicals	9,647	11,280	4,368	9,050	10,080	10,080	
0310	Gasoline & Oil	221,153	216,340	219,147	281,300	296,190	296,190	
0311	Fixed Equipment Maint.Sup	2,739	4,950	2,389	5,480	4,950	4,950	
0312	Playground Maintenance	2,812	11,000	2,116	11,000	11,000	11,000	
0313	Motor Vehicle Maint Suppl	42	1,320	199	1,320	1,320	1,320	
0314	Building Maint Supplies	15,746	16,600	12,557	16,260	16,500	16,500	
0315	Land Maint Supplies	20,499	18,500	15,703	19,540	18,400	18,400	
0316	Equipment Maint Supplies	4,363	10,500	8,067	11,800	10,450	10,450	
0317	Traffic Signal Supplies	13,225	27,000	7,860	27,000	27,000	27,000	

CITY OF NEENAH
OPERATING BUDGET
***** SUMMARY OF GENERAL FUND BY OBJECT CODE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
SUPPLIES & MATERIALS (CONT.)								
0318	Maps and Records	697	900	600	1,100	1,100	1,100	
0319	Safety Supplies	20,326	29,760	17,400	29,480	29,690	29,690	
0320	Small Tools	5,709	7,890	5,009	7,910	9,480	9,480	
0321	Athletic Field Maint. Sup	10,870	16,900	19,588	19,590	17,000	17,000	
0323	Dog Supplies	4,709	4,000	2,123	4,000	4,000	4,000	
0324	Pavement Marking Supplies	725	1,300	0	500	1,300	1,300	
0325	Consumable supplies	1,290	1,210	0	1,520	1,210	1,210	
0326	Photography Supplies	1,020	2,700	323	3,030	2,700	2,700	
0327	Sign & Barricade Supplies	12,934	15,000	10,926	15,000	15,000	15,000	
0329	Targets & Ammunition	15,496	27,000	27,080	27,080	30,000	30,000	
0331	Sand Gravel Hot/Cold Mix	23,833	19,300	27,333	30,430	22,300	22,300	
0332	Salt & Stone Chips	123,592	96,100	95,346	103,100	108,100	108,100	
0333	All Other Supplies	50,361	73,750	42,665	68,390	73,100	73,100	
0334	Other- WI Building Seals	995	1,200	0	1,200	1,200	1,200	
0335	Set Design/Construction	2,003	4,000	4,326	4,760	4,000	4,000	
0336	Concession Supplies	28,248	26,700	30,836	30,850	29,620	29,620	
0337	Tickets	0	270	0	0	0	0	
0338	Costumes	740	1,200	31	400	800	800	
0339	Tires & Tire Maintenance	32,334	23,500	22,277	32,300	24,800	24,800	
0340	Library Books & Materials	218,727	235,000	166,223	235,000	215,000	215,000	
0341	Library Supplies	6,541	8,640	5,311	8,640	9,000	9,000	
0342	Tech Service Supplies	8,692	8,940	7,236	8,940	9,300	9,300	
0343	Small Program Packages	1,441	4,350	285	2,550	4,350	4,350	
0344	Small Equipment	26,562	34,910	18,458	33,550	38,000	38,000	
0345	Shop Supplies	1,986	2,620	2,287	2,820	2,820	2,820	
0346	Maint of Lift Station	4,000	4,000	1,879	4,000	4,000	4,000	
0347	Small Computer Hardware	10,675	13,140	12,857	16,080	13,050	13,050	
0348	Per Protective Equipment	49,730	35,070	0	30,830	44,250	44,250	
0349	Electronic Materials	61,713	21,650	45,975	46,500	66,600	66,600	
0350	Training Supplies	330	2,760	0	2,460	18,320	18,320	
0376	Marker/Monument Foundtion	3,124	1,000	1,706	2,500	1,000	1,000	
	SUPPLIES & MATERIALS	**1,096,517**	**1,137,110**	**895,786**	**1,245,060**	**1,290,070**	**1,290,070**	**152,960**
OTHER								
0531	Community Contribution	4,290	7,200	2,955	3,000	7,200	7,200	
0588	Uncollectible Write Offs	(2,992)	0	3,263	3,500	0	0	
	OTHER	**1,298**	**7,200**	**6,218**	**6,500**	**7,200**	**7,200**	**0**
PROPERTY DAMAGE								
0721	Police	0	0	7,793	8,000	0	0	
0723	Fire	1,113	0	4,852	5,000	0	0	
0737	Public Works	24,601	0	0	0	0	0	
0793	Community Development	1,604	0	0	0	0	0	
0799	Undesignated	0	5,000	0	0	5,000	5,000	
	PROPERTY DAMAGE	**27,318**	**5,000**	**12,645**	**13,000**	**5,000**	**5,000**	**0**

CITY OF NEENAH
OPERATING BUDGET
***** SUMMARY OF GENERAL FUND BY OBJECT CODE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
CAPITAL OUTLAY								
8108	Office Furniture & Equip.	5,714	8,490	5,287	7,650	9,260	9,260	
8113	Communication Equipment	2,500	5,180	4,715	9,900	10,960	10,960	
8114	Computer Software Outlay	1,930	610	0	90	600	600	
8115	Computer Hardware Outlay	8,172	22,220	17,659	25,430	16,700	16,700	
8116	Maintenance Equipment	0	4,000	3,197	3,200	4,000	4,000	
8133	All Other Equipment	43,876	41,990	21,040	41,180	46,130	46,130	
8149	Household Purchases	6,010	5,900	0	5,900	9,050	9,050	
	CAPITAL OUTLAY	**68,202**	**88,390**	**51,898**	**93,350**	**96,700**	**96,700**	**8,310**
TRANSFERS OUT								
9999	Joint Court-Neenah Share	10,000	10,000	7,500	10,000	10,000	10,000	
	TRANSFERS OUT	**10,000**	**10,000**	**7,500**	**10,000**	**10,000**	**10,000**	**0**
	TOTAL GENERAL FUND	**25,795,458**	**27,057,020**	**19,683,733**	**27,045,070**	**29,335,250**	**28,390,280**	**1,333,260**
						Percent Budget Change		**4.93%**

CITY OF NEENAH
2023 BUDGET
PERMANENT POSITIONS

DEPARTMENT	2022 ORIGINAL BUDGET		2022 CURRENT STAFF		2023 DEPT. REQUEST		2023 PROPOSED	
	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME
General Government								
Office of Mayor	2.00	-	2.00	-	2.00	-	2.00	-
Department of Finance	8.00	0.67	8.00	0.67	8.00	0.67	8.00	0.67
Office of Legal & Admin.	4.00	-	4.00	-	4.00	-	4.00	-
Human Resources/Safety	1.00	1.60	1.00	1.60	1.00	1.60	1.00	1.60
Information Systems	5.00	-	5.00	-	6.00	-	5.00	-
GIS	1.00	-	1.00	-	1.00	-	1.00	-
City Admin. Building	0.95	-	0.95	-	0.95	-	0.95	-
Total General Government	21.95	2.27	21.95	2.27	22.95	2.27	21.95	2.27
Public Safety								
Police Department	54.00	1.20	54.00	1.20	57.00	1.20	54.00	1.20
Fire	41.24	-	41.24	-	41.63	-	41.03	-
Total Public Safety	95.24	1.20	95.24	1.20	98.63	1.20	95.03	1.20
Public Works								
Engineering	7.00	-	7.00	-	7.00	-	7.00	-
City Garage	28.50	0.73	28.50	0.73	28.50	0.73	28.50	0.73
Fleet Management	5.50	-	5.50	-	5.50	-	5.50	-
Total Public Works	41.00	0.73	41.00	0.73	41.00	0.73	41.00	0.73
Community Development and Human Services								
Community Development	9.00	0.77	9.00	0.77	9.00	0.77	9.00	0.77
Total Community Develop. and Human Services	9.00	0.77	9.00	0.77	9.00	0.77	9.00	0.77
Culture and Recreation								
Library	11.05	12.47	11.05	12.22	11.05	13.03	11.05	12.22
Parks and Recreation	13.00	0.67	12.00	0.67	12.00	0.67	12.00	0.67
Total Culture and Recreation	24.05	13.14	23.05	12.89	23.05	13.70	23.05	12.89
Cemetery	2.00	-	2.00	-	2.00	-	2.00	-
Water	17.00	0.53	17.00	0.53	17.00	0.53	17.00	0.53
Municipal Court	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
TOTAL ALL PERMANENT CITY EMPLOYEES	**211.24**	**19.64**	**210.24**	**19.39**	**214.63**	**20.20**	**210.03**	**19.39**

Notes

1. Fire Department (Neenah's portion for 2023 is 60.634 * 68 = 41.03).
2. Excludes Aldermanic.
3. City Administration Building will reflect 95% for City Hall and 5% for the Library.

CITY OF NEENAH
For Fiscal Year 2022
Projected 2022 Year End Operating Budget Variances
(From Data through 9/30/22)

Projected Positive (Negative) Expenditure Variances

General Government	$49,450
Public Safety	(6,050)
Public Works	(35,290)
Parks and Recreation	21,120
Health and Welfare	0
Community Development	18,580
Library	9,760
All Other	(45,620)
Projected Positive (Negative) Expenditure Variance	**$11,950**

Projected Positive (Negative) Revenue Variances

Taxes & Payment in Lieu of Taxes	(78,480)
State & Federal Revenue	(710)
Licenses, Permits and Fees	850
Charges for Services	1,200
Investment Income	5,600
Fines & Forfeitures	(12,670)
Other Revenue	41,330
Park & Recreation Revenue	33,820
Special Financing (Fund Balance)	(232,430)
Fund Transfers	0
Projected Positive (Negative) Revenue Variance	**$(241,490)**
Projected 2022 Operating Surplus (Deficit) before Applying Fund Balance	***$(229,540)***
Applied Assigned Fund Balance	132,430
Projected 2022 Operating Surplus (Deficit) after Assigned Fund Balance	***$(97,110)***
Applied Unassigned Fund Balance	100,000
Projected 2022 Operating Surplus (Deficit) after Unassigned Fund Balance	***2,890***

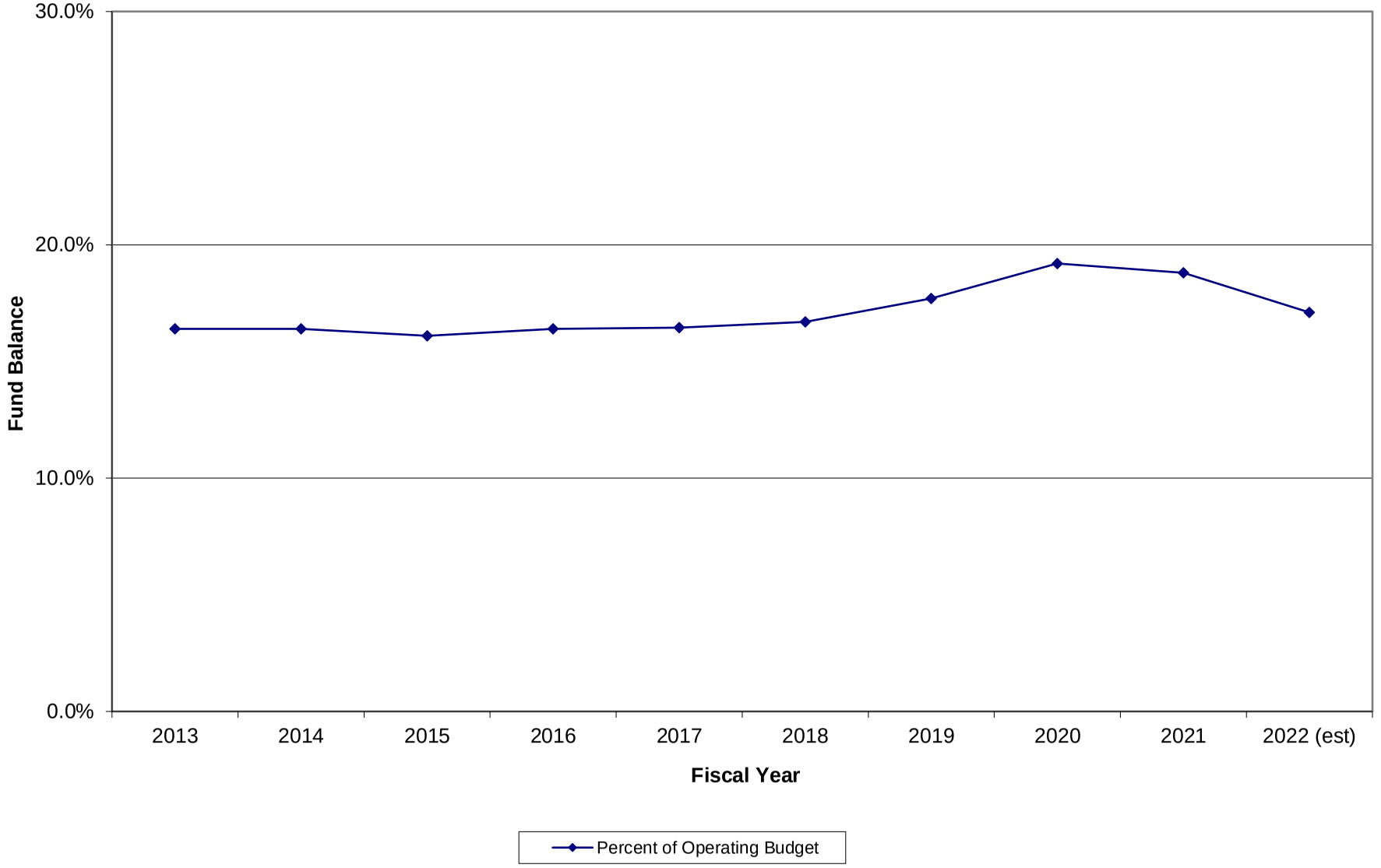
CITY OF NEENAH
HISTORY OF GENERAL FUND BALANCES
2013 – 2022

At December 31	Total Fund Balance	Nonspendable/ Assigned	Unassigned/ Undesignated	Percent of Next Year Operating Budget
2013	3,956,713	174,678	3,782,035	16.4%
2014	4,013,104	266,006	3,747,098	16.4%
2015	4,141,116	448,508	3,692,608	16.1%
2016	4,186,667	361,093	3,825,574	16.4%
2017	4,389,996	411,827	3,978,169	16.5%
2018	4,602,170	381,336	4,220,834	16.7%
2019	4,988,913	409,579	4,579,334	17.7%
2020	5,393,892	367,412	5,026,480	19.2%
2021	5,342,546	282,488	5,060,058	18.8%
2022	(a)5,113,006	260,000	4,853,006	17.1%

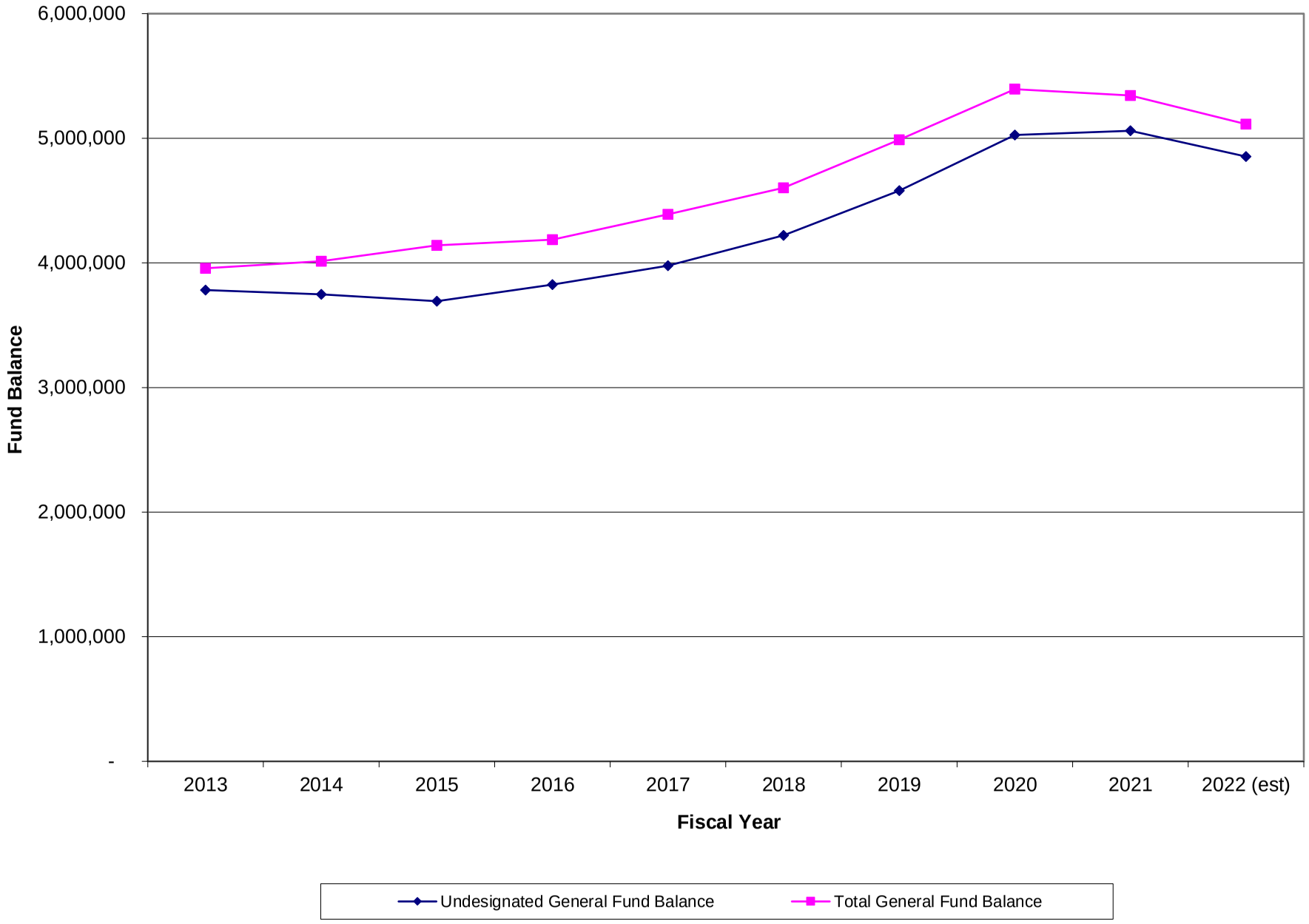
(a) 2022 Beginning Total Fund Balance	$5,342,546
2022 Applied Fund Balance/Carryovers	(232,430)
2022 Projected Net Unused Expenditures/ Excess Revenue Balance	2,890
2022 Estimated Ending Total Fund Balance	$5,113,006

(b) 2022 Budget - Applied Fund Balance	$135,000
2022 Anticipated Carryovers to 2023	75,000
2022 Estimated Nonspendable Funds	40,000
2022 Budget – Applied Library Carryforward Funds	10,000
2022 Fund Balance Designated for 2023	$260,000

CITY OF NEENAH
General Fund Undesignated Fund Balance as a % of Operating Budget
2013-2022



CITY OF NEENAH
History of General Fund Balances
2013-2022



CITY OF NEENAH
FUND BALANCES BY FUND
FOR YEARS ENDED 2017-2021

	*** Year End ***				
Fund	**2017**	**2018**	**2019**	**2020**	**2021**
Governmental Funds					
General	$4,389,996	$4,602,170	$4,988,913	$5,393,892	$5,342,546
Special Revenue					
TIF #5	(376,591)	(335,631)	(217,829)	(135,212)	419,744
TIF #6	(1,072,396)	(753,915)	(332,696)	23,645	522,322
TIF #7	0	0	1,475,000	0	0
TIF #8	(5,122,091)	(6,004,893)	(6,605,833)	(7,661,550)	(7,684,049)
TIF #9	49,823	162,287	231,432	218,134	23,862
TIF #10	(127,378)	(244,191)	(227,430)	(156,078)	(42,218)
TIF #11	(37,097)	(75,917)	(98,653)	(90,826)	(41,072)
CDBG	117,271	159,828	(143,323)	(120,896)	(115,031)
Housing/Business	794,120	529,871	537,114	491,974	492,392
Industrial Development	72,905	87,210	106,474	109,134	120,995
Recycling	178,490	176,947	277,496	283,403	318,248
Health Grants	92,459	79,908	78,859	68,859	58,859
Park/Rec Trust	315,986	329,284	355,475	359,216	369,946
Dial-A Ride	76,090	88,422	96,002	123,173	147,362
Public Safety Trust	131,231	186,480	246,491	174,229	174,596
Civic/Social Trust	149,801	160,683	172,453	195,271	185,513
Library Trust	1,505,913	1,425,267	1,618,601	1,691,664	1,953,228
Cemetery Perp. Care	1,345,006	1,299,124	1,435,445	1,513,327	1,625,159
Cemetery Flowers	167,335	167,141	167,577	164,871	161,356
Developer Land Sales (Cash Equivalent)	0	0	0	0	51,603
Alliant Energy PILOT	0	0	0	0	0
ARPA (Cash Equivalent)	0	0	0	0	2,773,006
Other	1,409	1,413	1,680	0	0
Debt Service	5,532,395	6,138,212	7,396,361	8,033,841	8,366,275
Capital Projects (Before Carry Forwards)					
Public Infrastructure	3,765,046	3,433,423	4,075,731	4,021,889	3,822,354
TIF #5	222,164	222,164	222,164	220,586	0
TIF #6	94,039	94,039	94,039	94,039	0
TIF #7	730,172	705,172	680,172	656,172	783,299
TIF #8	1,967,180	2,113,953	2,465,588	2,758,058	2,587,768
TIF #9	220,384	98,360	283,957	669,199	678,320
TIF #10	(632,701)	(679,943)	451,371	1,139,363	1,124,046
TIF #11	14,500	29,500	45,144	55,144	423,512
Facilities	251,511	1,147,188	492,455	920,575	2,149,947
Capital Equipment	930,093	(1,155,161)	909,012	748,969	2,272,292
Equip. Replacement	164,838	166,148	10,308	7,256	1,884
Redevelopment	1,343	(907)	(907)	916,438	76,615
Total Gov't Funds	**15,913,246**	**14,353,636**	**21,288,643**	**22,887,759**	**29,144,679**
Internal Service (Net Position)					
Fleet Management	268,558	293,292	285,139	279,851	273,118
Benefit Accrual	750,015	1,255,088	1,752,351	2,061,961	2,139,902
Liability Ins. (Current Assets)	28,971	93,412	83,804	190,332	206,625
Information Systems	110,510	123,889	97,492	88,583	75,869
Total Inter. Service Funds	**1,158,054**	**1,765,681**	**2,218,786**	**2,620,727**	**2,695,514**
Enterprise (Cash and Cash Equivalents)					
Parking Utility	50,516	4,533	(120,766)	(94,484)	0
Sanitary Sewer Utility	2,459,191	2,399,558	2,803,944	2,728,320	2,577,699
Stormwater Utility	3,742,369	3,420,342	2,790,612	2,993,014	3,086,116
Water Utility	7,105,257	8,104,528	8,506,845	9,129,308	8,143,941
Total Enterprise Funds	**13,357,333**	**13,928,961**	**13,980,635**	**14,756,158**	**13,807,756**
Grand Total	**$30,428,633**	**$30,048,278**	**$37,488,064**	**$40,264,644**	**$45,647,949**



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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Finance	**Budget:** Finance Operations
Program: Non-Tax Levy Revenues	**Submitted by:** Amber Adams

Payments In Lieu of Taxes

Represents the payment made to the City by the Water Utility in lieu of property taxes ("PILOT"). The formula is established by the Public Service Commission based on the Water Utility's depreciated property value and a portion of the total assessed tax rate for 2021-2022. **For 2023, that payment is estimated to decrease by 4.66%, or $49,170.** An expenditure item in a like amount is included in the Water Utility's budget in 2023. Also included in 2023 is $8,400 in payments from other tax-exempt properties (County housing units, Orphan Animal Rescue). The ERC Retirement Center and Labor Temple, properties previously under PILOT, are now on the tax roll. In addition, 2023 is the seventh year of a payment ($10,000) from the new Goodwill store based upon a formula to provide a tax equivalent for basic municipal services.

Other Taxes

The Room Tax is a 10% tax on all room night revenues generated by hotels and motels located in the City. The hotels and motels collect the tax and forward the funds to a Room Tax account with Associated Trust on a quarterly basis. Prior to 2016, the room tax in the City of Neenah was 5% on all room night revenues from hotels and motels. Effective 1/1/16, the room tax increased to 10%. Those funds are distributed as follows: 3% room tax is earmarked for the Fox Cities Convention and Visitor Bureau (CVB), 3% earmarked to fund the Fox Cities Exhibition Center located in downtown Appleton, and 3% room tax pledged to the Community First Champion Center in Grand Chute. The final 1% of the 10% is retained by the City. The City also retains 5% of the funds earmarked to the CVB for administration purposes. **With travel and tourism industry expected to get back to pre-pandemic levels, room tax collection is expected to increase $30,000 in 2023.**

State Revenue Sharing and Aid Programs

State Shared Revenue is a combination of State sales and income taxes returned to the City based on a complex growth/per capita/tax burden formula. State Shared Revenue to the City has declined dramatically since 1983. As part of the 2011 State Budget, Shared Revenue was again dramatically reduced for 2012. After four years of payments remaining flat**,** the City received a 1% increase in both 2019 and 2020. **As with 2021 and 2022, Shared Revenue will remain flat for 2023.**

The Expenditure Restraint Payment ("ERP") is a direct levy reduction payment program based on City expenditure restraint requirements. The ERP formula is designed to assist communities whose tax rates reflect the cost of providing a full range of municipal services. Recent State budgets have reduced funding for the program. Added to the fact that more municipalities are qualifying for the program, the City's payment has diminished in recent years. The City's ERP payment decreased from 2018 through 2021. 2022 had an increase of 4.52% ($20,930). **For 2023 the City's ERP payment is now expected to increase by 5.23%, or $25,330.**

The total of the combined State Revenue Sharing Programs is $2,084,430 which includes the Expenditure Restraint Payment. **This compares to $3,013,800 received as recently as 2003 – a loss in actual dollars of nearly $1 million over that 20 year period. Furthermore, this funding continues to be over 51% less** than the 1983 State Shared Revenue payment of $4,285,700. **In 1983, State Shared Revenue programs funded over 45% of the City of Neenah's operating budget. State Shared Revenue programs are now projected to fund under 8% of the City's operating budget in 2023.**

Exempt Computer Aid is a State program created to replace "lost" property taxes due to the exemption of business owned computers as of January 1, 1999. Previous to this year, the annual amount was based upon the value of computer equipment reported by City manufacturing and commercial businesses to the Department of Revenue. As part of a recently passed state budget, payments for 2018 and 2019 beyond will be based upon the 2017 payment increased by a CPI factor. Starting in 2020 and beyond, the State froze the payment at the 2019 level. **For 2023 the amount then will remain flat at an amount of $150,580.**

Federal, State, Local Aids

Includes highway maintenance aids received from the State Transportation Trust Fund (gasoline sales taxes and other automotive related fees) for street and highway maintenance. These aids are based on a prescribed cost reimbursement formula. Over the past 13 years the amount received has fluctuated, leading to a net decrease of 2.15% over that time period, but with increases in 2021 and 2022. **2023 is estimated to have an increase of 5.70% which is $65,000.**

Also included in this category are estimated Federal and State Mass Transit (bus subsidy) reimbursements and payments related to fire protection. New in 2020 was a state Video Services Provider Aid payment equal to 5% of the City's Cable TV Franchise Fee Revenue. The 2022 payment was $59,980. **That payment is projected to remain flat at $59,980 for 2023.** Per state mandate, the City then is expected to receive that much less in Cable TV Franchise Fees in 2020, leaving it as a net neutral revenue for the City.

Special Financing

Includes application of surplus resulting from resources being greater than expected and expenditures being less than planned permitting reappropriation of unused taxes. Over the past number of years, the City has been working to reduce its reliance on the use of general fund undesignated fund balance to finance ongoing operations. As recently as 2005, the City had budgeted the application of $550,000 of fund balance to balance the general fund budget. With the significant reductions in state aids and other revenues continuing, it has been necessary to maintain the use of reserves to balance recent budgets. The City's goal for 2012 and beyond was to reduce, stabilize or eliminate the use of reserves to balance ongoing operating budgets. While the 2012 adopted budget did contemplate using $178,800 of reserves, specific concessions agreed to in Police and Fire union negotiations essentially eliminated the need to use these reserves for 2012**.** The 2013 budget included the use of $70,000 in reserves, while the 2014 budget completely eliminated the use of reserves to balance budgeted expenditures and revenues in the General Fund. The 2015 budget applied $66,850 of reserves, while the 2016 budget applied $170,600. The 2017 budget applied $181,870 of fund balance, with the 2018 budget using $150,000, $151,000 in 2019, $200,000 in 2020, $225,000 in 2021 and $100,000 in 2022. T**his plan contemplates using a maximum of $135,000 of General Fund reserves to balance the 2023 operating budget.**

Licenses and Permits

Represents collections from liquor, pet, cigarette, electrical and other licenses and building, plumbing, heating, boat launching and other permits. **Taken as a whole, license and permit budgeted revenue is expected to decrease slightly in 2023.**

Health Inspection Fees

After months of study, responsibility for the City's health and sanitation related services were transferred to Winnebago County effective July 1, 2013. As such, fees for health and sanitation services have been removed from the City's budget. The responsibility for Weights and Measures was transferred to the City's Community Development and Assessment department in 2013. In 2015, fees were reduced by $10,000 to more accurately reflect the actual cost of providing the service. **For 2023, fees are estimated to increase by 5.80% or $1,480.**

General Government

Derived from a variety of miscellaneous services provided by administrative offices to private parties. Included are document sales, cable TV franchise fees, room tax fees, planning and zoning related fees, exempt property filing fees and other general revenues**. The City will budget an increase for these revenue sources in 2023 of $20,460, or 7.06%.**

Special Charges

These revenues are directly related to Public Works operations. They represent those portions of costs of services that are of special benefit to individual properties or property owners and billed accordingly (e.g. weed cutting and snow removal). **The 2023 budgeted amount will remain the same as 2022 with an amount of $8,000.**

Public Library

Receipts from rental fees and miscellaneous library sales. In September 2021 the library eliminated fines for overdue items and now only charge for lost/damaged items. Winnebago County contributes funding for services provided to residents of the Towns of Vinland, Clayton, Menasha and Neenah based upon usage. Support from Calumet County reflects the use of the library by their residents. **Overall, Library revenues are expected to increase by $15,930 for 2023, in addition to the use of $10,000 of Library operating carryforward funds.**

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Finance	**Budget:** Finance Operations
Program: Non-Tax Levy Revenues	**Submitted by:** Amber Adams

Public Safety - Police Department
Receipts are from photocopies of records and photo ID's. Also included is reimbursement from the Neenah Joint School District for the School Resource Officer program, which currently is approximately 75% of the cost of the program. The City is working with the school district on an alternate agreement to support the SRO program with the high school moving out of the City's jurisdiction. **As such, the City is budgeting a decrease in public safety revenues by $50,250 (22.58%).**

Government Services
Charges for services provided by the City Finance, Legal and Human Resources and Safety departments. These services are charged to the Neenah Water, Sewer and Storm Water Utilities, Neenah-Menasha Fire Rescue and Menasha-Neenah Municipal Court. **Total revenue posted to these accounts is anticipated to increase by $24,750, or 5.85%, in 2023.**

Public Works/Sanitation
Receipts from charges to private parties for services performed, occasional rental of equipment (e.g. tractor and driver) and purchase of materials from the City. Also included are receipts from charges for the occasional special residential garbage collection. The City has completed the implementation plan to fully charge back to small commercial and certain multi-unit residential properties the cost of garbage collection. All metal, paper and corrugate recycling revenues are recorded in the Recycling Special Revenue Fund. **Overall, budgeted revenue is expected to increase by $8,500 (6.51%) in 2023.**

Oak Hill Cemetery
Burial service fees, sales of lots, reimbursement for the care of veterans' lots and interest earned from Perpetual Care Fund investments. Since 2013, revenue has been categorized to provide greater detail as to the source of revenue. 2023 is the seventh year funds are budgeted under Miscellaneous Revenue for net revenue generated from an agreement in which the City would provide services to the adjoining St. Margaret Cemetery. C**emetery revenues are budgeted to increase by 5.28% in 2023.**

Investment Income
Investment income is generated from delinquent tax payments, special assessments paid on the installment basis and from idle cash available for investment. For several years, the economic downturn and subsequent drop in interest rates had a dramatic effect on investment interest income. Interest rates are on the rise as of late 2022 and anticipate to increase or maintain throughout 2023. **Taken as a whole, revenue for investment income in 2023 is budgeted to increase by $156,200, or 24.03%.**

Fines and Forfeitures
Collections for City ordinance violations and other misdemeanors covered by City Code and State Statute collected by Menasha-Neenah Municipal Court. Despite enhanced collection efforts, previous years were adversely affected by the economic downturn and a reduction in citations issued. Also includes false alarm fees from residential and commercial security systems. A Traffic Control Officer within the Police Department has been added, which should lead to increased traffic citations for 2023. **The City is adjusting to a more realistic expectation of revenue with a decrease by $12,700 (33.16%) in 2023.**

Property Damage Recovery
Series of revenue accounts to record the receipt of insurance reimbursements for damage to City property.

Reimbursements
This category includes the workers compensation insurance premium refund and employment practices liability insurance premium refund from Cities and Villages Mutual Insurance Company (CVMIC). Also included is the anticipated annual dividend reflecting the City's ownership stake in CVMIC and rebate revenue from the City's P-Card purchasing program. **Total Reimbursement revenue is expected to increase $10,000 in 2023.**

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Finance	**Budget:** Finance Operations
Program: Non-Tax Levy Revenues	**Submitted by:** Amber Adams

Rental
Revenue from the leasing and rental of real property or building space (e.g., Cecil Street garage, fire station bay, communication towers at the Police Department and recently purchased industrial park land from the Town of Neenah). **Overall revenue in this category is expected to increase by $1,620, or 1.53%, in 2023.**

Sale of City Properties
Casual sales of real estate, equipment and other property no longer used by the City. New in 2016 and beyond is the estimated sale value of all equipment disposed of by all city departments. Previously, some departments had applied those funds to reduce the overall cost and borrowing needs of new equipment. Given the uneven nature of revenue generated by the sale of assets, this category will experience significant swings in anticipated revenue on an annual basis. **As such, overall revenue in this category is expected to total $68,000 in 2023, $500 more than the 2022 budget.**

Other Revenue
Miscellaneous general government revenue including photocopy fees and other minor, unclassified revenue.

Parks and Recreation
Participant revenues from the various recreational programs, including rentals of park shelter facilities, fees for various adult and youth recreation programs, Riverside Players ticket sales, pool fees and recreation building revenue. **For all programs and rentals, the total estimated revenue, budget-to-budget, is expected to increase in 2023 by 17.73% or $101,340.**

Interfund Transfers
Interfund transfers are resources available to the Operating Budget from "other funds" for a variety of purposes. For example, the Housing Fund partially reimburses the General Fund for Community Development salaries incurred on housing programs. The Tax Incremental District Funds reimburse the General Fund for administrative costs and interest obligations for TIF Special Revenue Fund deficits, plus any other advances that have been made.

The transfer from the Sewer Fund Maintenance and Overhead is reimbursement for costs incurred for services provided to the Sanitary Sewer Utility operating budget in accordance with the fee structure adopted in 1991. Similarly, the transfer from the Storm Water Management Fund is reimbursement for services provided to the Storm Water Utility operating budget in accordance with the fee structure adopted in 2003. New in 2023 is a transfer of borrowed funds in the amount of $250,000 from the Streets (65%), Sanitary Sewer (25%) and Storm Water (10%) CIP budgets to cover the costs of engineering services provided to annual construction projects, which would otherwise be contracted outside the City if not for internal staff performing the work.

2023 is the second year in a three year plan to use ARPA dollars to supplant transfers from various other City funds. Funds include Benefit Accrual, Information Systems, Parking, Cemetery Perpetual Care, Dial-A-Ride, Compost, Industrial Development, Recycling, Preparedness Grant, Alliant Energy PILOT, and Developer Land Sales. While one-time ARPA dollars are being used to finance Public Safety costs in the City's general fund, deferring transfers from these funds will allow their balances to grow and be available at the end of the three year period and beyond to fund City operations into the future. ARPA funding guidance allows municipalities to use dollars "for the provision of government services" under the Lost Revenue provision of the law.

In addition to the ARPA funding listed above, the City is also proposing to use $225,000 to fund one-time expenditures in the 2023 budget. These include a city-wide assessment revaluation, bringing employees to grade minimums as a result of the 2022 salary plan review, and addressing historic inflation issues.

Overall, fund transfers for 2023 are budgeted to increase by $678,130 (19.72%) from the 2022 budgeted amount.

CITY OF NEENAH
2023 OPERATING BUDGET
REVENUE SUMMARY

ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
Property Taxes	14,072,233	14,304,330	14,279,339	14,279,340	14,279,340	14,619,680	315,350
Payment in lieu	1,031,223	1,083,020	13,071	1,024,530	1,023,850	1,023,850	(59,170)
Other Taxes	68,140	70,000	37,769	75,000	100,000	100,000	30,000
State Revenues	2,321,574	2,351,980	1,011,812	2,351,990	2,375,880	2,375,880	23,900
State & Federal Aids	1,535,046	1,578,620	1,124,534	1,577,900	1,728,170	1,728,170	149,550
Winnebago County	0	0	2,883	2,890	0	0	0
License Revenue	60,514	67,050	51,039	54,660	55,530	55,530	(11,520)
Permits Revenue	264,304	258,750	215,521	255,030	263,570	263,570	4,820
Weights & Measures Fees	25,805	25,520	26,990	26,990	27,000	27,000	1,480
General Gov't Revenues	287,294	289,940	175,333	305,430	310,400	310,400	20,460
Special Charges	9,558	8,000	7,340	9,200	8,000	8,000	0
Public Library	908,930	924,860	695,870	918,610	940,790	940,790	15,930
Police Revenue	198,247	222,500	109,437	221,610	172,250	172,250	(50,250)
General Gov't Services	408,240	423,370	318,478	423,370	448,120	448,120	24,750
Public Works	178,112	130,650	130,090	152,200	139,150	139,150	8,500
Oak Hill Cemetery Revenue	206,101	155,770	135,663	175,320	164,000	164,000	8,230
Investment Income	306,009	471,000	256,027	476,600	627,200	627,200	156,200
Fines & Forfeitures	81,231	118,000	57,208	105,330	105,300	105,300	(12,700)
Property Damage Recovery	6,165	5,000	10,936	10,950	5,000	5,000	0
Reimbursements	135,604	138,700	53,711	149,220	148,700	148,700	10,000
Lease/Rental Revenue	101,333	105,830	84,955	104,540	107,450	107,450	1,620
Sale of City Properties	17,191	67,500	39,066	53,000	68,000	68,000	500
Other Revenue	(1,262)	(3,050)	568	750	1,020	1,020	4,070
Community Fest	16,048	17,500	16,312	16,320	17,000	17,000	(500)
General Receipts	(13,308)	(14,170)	(10,823)	(12,520)	(13,710)	(13,710)	460
Adult Program Revenue	4,522	3,420	6,447	6,740	7,100	7,100	3,680
Contracted Progrm Revenue	46,448	57,150	56,760	60,510	59,170	59,170	
Municipal Pool Revenue	205,024	210,850	204,567	204,660	250,050	250,050	
Independent Programs	0	0	0	0	0	0	0
Youth Program Revenue	171,130	164,750	183,321	186,130	216,680	216,680	51,930
Other Park & Rec Revenue	25	1,450	1,371	1,380	1,500	1,500	50
Riverside Players	14,288	33,900	29,375	29,410	33,900	33,900	0
Parks Revenue	113,430	114,380	115,215	130,420	118,380	118,380	4,000
Fund Transfers	2,941,255	3,438,020	2,514,225	3,438,020	3,607,650	4,116,150	678,130
TOTAL REVENUES BEFORE APPLICATION OF FUND BALANCE	**25,720,454**	**26,824,590**	**21,954,410**	**26,815,530**	**27,396,440**	**28,245,280**	**1,420,690**
APPLICATION OF FUND BALANCE	0	232,430	0	232,430	0	145,000	(87,430)
TOTAL REVENUES	**25,720,454**	**27,057,020**	**21,954,410**	**27,047,960**	**27,396,440**	**28,390,280**	**1,333,260**
						Percent Budget Change	4.93%

CITY OF NEENAH
2023 OPERATING BUDGET
REVENUE DETAIL

ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PROPERTY TAXES							
Property Taxes	14,012,868	14,279,330	14,279,339	14,279,340	14,279,340	14,619,680	
Omitted Property Taxes	59,365	25,000	0	0	0	0	
PROPERTY TAXES	**14,072,233**	**14,304,330**	**14,279,339**	**14,279,340**	**14,279,340**	**14,619,680**	**315,350**
PAYMENTS IN LIEU OF TAXES							
Water Utility	1,012,465	1,054,620	0	1,005,450	1,005,450	1,005,450	
Fox-City Ret Village Home	0	6,000	0	0	0	0	
Winnebago County Housing	7,490	10,000	2,000	8,000	8,000	8,000	
Orphan Animal Rescue	400	400	400	400	400	400	
Goodwill	10,868	12,000	10,671	10,680	10,000	10,000	
PAYMENTS IN LIEU OF TAXES	**1,031,223**	**1,083,020**	**13,071**	**1,024,530**	**1,023,850**	**1,023,850**	**(59,170)**
OTHER TAXES							
Hotel Room Tax Direct	68,140	70,000	37,769	75,000	100,000	100,000	
OTHER TAXES	**68,140**	**70,000**	**37,769**	**75,000**	**100,000**	**100,000**	**30,000**
STATE SHARED REVENUES							
State Shared Revenue	1,579,132	1,576,630	236,471	1,576,630	1,575,200	1,575,200	
Expend Restraint Program	462,970	483,900	483,901	483,910	509,230	509,230	
Computer Exempt Credit	150,575	150,580	150,575	150,580	150,580	150,580	
Per Prop Exempt Credit	68,920	80,890	80,889	80,890	80,890	80,890	
Video Serv Provider Aid	59,977	59,980	59,977	59,980	59,980	59,980	
STATE SHARED REVENUES	**2,321,574**	**2,351,980**	**1,011,813**	**2,351,990**	**2,375,880**	**2,375,880**	**23,900**
STATE & FEDERAL AIDS							
Mass Transit Subsidy	342,371	335,400	169,352	335,400	416,950	416,950	
Highway Maintenance Aids	1,092,241	1,140,220	852,910	1,140,220	1,205,220	1,205,220	
Fire Protect Ins Prem Ref	100,434	103,000	102,271	102,280	106,000	106,000	
STATE & FEDERAL AIDS	**1,535,046**	**1,578,620**	**1,124,533**	**1,577,900**	**1,728,170**	**1,728,170**	**149,550**
WINNEBAGO COUNTY							
Ag. Use Conversion Charge	0	0	2,883	2,890	0	0	
WINNEBAGO COUNTY	**0**	**0**	**2,883**	**2,890**	**0**	**0**	**0**
LICENSE REVENUE							
Liquor and Bev License	22,229	25,000	21,872	22,000	22,000	22,000	
Operator License	12,765	15,000	8,055	8,060	8,000	8,000	
Cigarette License	2,300	2,500	2,150	2,150	2,200	2,200	
Pet License	11,885	13,000	9,772	12,000	12,000	12,000	
Amusement Device License	9,600	10,000	8,690	9,000	10,000	10,000	
Rooming House License	100	150	-	150	50	50	
Honey Bee License	25	50	-	50	30	30	
Tourist House License	250	250	50	250	250	250	
Miscellaneous License	1,360	1,100	450	1,000	1,000	1,000	
LICENSE REVENUE	**60,514**	**67,050**	**51,039**	**54,660**	**55,530**	**55,530**	**(11,520)**
PERMITS REVENUE							
Building Permits	118,769	117,250	98,512	119,000	120,000	120,000	
Electrical Permits	39,309	41,500	27,771	36,000	41,500	41,500	
Plumbing Permits	37,182	35,590	28,340	33,500	36,750	36,750	
Parking Lot Const. Permit	1,600	800	3,000	3,000	1,500	1,500	
Heating Permits	47,014	41,290	36,648	42,000	41,000	41,000	
Home Occupation Permits	50	50	0	50	50	50	
Dance Permit	100	150	125	130	150	150	
Street Use Permit	300	1,000	975	1,000	1,000	1,000	
Sprinkler Permits	75	1,000	650	650	1,000	1,000	
Fire Pit Permit	18,465	19,000	19,071	19,080	19,500	19,500	
Hotel & Motel Permits	120	120	120	120	120	120	
All Other Permits	1,320	1,000	309	500	1,000	1,000	
PERMITS REVENUE	**264,304**	**258,750**	**215,521**	**255,030**	**263,570**	**263,570**	**4,820**

CITY OF NEENAH
2023 OPERATING BUDGET
REVENUE DETAIL

ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
WEIGHTS AND MEASURES FEES							
License Fees	25,805	25,520	26,990	26,990	27,000	27,000	
WEIGHTS AND MEASURES FEES	**25,805**	**25,520**	**26,990**	**26,990**	**27,000**	**27,000**	**1,480**
GENERAL GOVERNMENT REVENUES							
Special Use Fees	1,200	800	800	1,200	1,200	1,200	
Board of Appeals	250	250	0	250	500	500	
Rezoning Deposits	1,200	600	2,000	2,400	1,600	1,600	
Publication Fees	1,034	1,500	968	1,100	1,500	1,500	
Real Property Status Fees	24,020	26,000	22,590	26,000	28,000	28,000	
Cable TV Franchise Fee	230,014	240,000	119,278	240,000	245,000	245,000	
Com Devel Document Sales	1,350	400	285	300	300	300	
Site Plan Review Fee	1,906	1,000	1,963	2,000	1,800	1,800	
Plat Review Fees/Annex	3,000	1,500	2,065	2,070	1,200	1,200	
Project Plan Review Fees	600	900	750	900	900	900	
Comp Plan/Map Amend	0	400	1,200	1,600	800	800	
Property Record Maint Fee	11,600	12,000	9,000	10,000	12,000	12,000	
Code Enforce Reinspect	11,075	4,000	13,825	17,000	15,000	15,000	
Exempt Prop Filing Fees	45	590	610	610	600	600	
GENERAL GOV'T REVENUES	**287,294**	**289,940**	**175,334**	**305,430**	**310,400**	**310,400**	**20,460**
SPECIAL CHARGES							
Snow Removal Charges	3,255	3,000	4,200	4,200	3,000	3,000	
Weed Cutting Charges	6,303	5,000	3,140	5,000	5,000	5,000	
SPECIAL CHARGES	**9,558**	**8,000**	**7,340**	**9,200**	**8,000**	**8,000**	**0**
PUBLIC LIBRARY							
Library Receipts	7,588	1,000	213	500	500	500	
Coffee Sales	199	1,500	148	300	300	300	
Bottled Beverages/Snacks	1,023	3,500	1,437	2,400	2,400	2,400	
Copier/Printer Fees	6,876	12,000	7,403	10,000	10,000	10,000	
Lost/Damaged Materials	4,591	5,000	3,566	5,000	5,000	5,000	
P-Card Rebate	5,596	6,300	3,225	3,400	3,400	3,400	
Winnebago County	856,638	866,140	649,570	866,140	885,450	885,450	
Calumet County	23,297	24,000	26,321	26,330	29,560	29,560	
Fond Du Lac County	1,590	1,500	2,176	2,180	2,050	2,050	
Waushara County	967	900	1,124	1,130	830	830	
Green Lake County	15	20	27	30	100	100	
Collection Fee Charges	550	3,000	662	1,200	1,200	1,200	
PUBLIC LIBRARY	**908,930**	**924,860**	**695,872**	**918,610**	**940,790**	**940,790**	**15,930**
PUBLIC SAFETY REVENUE							
Police Sundry Revenues	131	500	105	110	250	250	
Fingerprints	1,891	2,000	1,130	1,500	2,000	2,000	
Sch Dist Liaison Program	196,225	220,000	108,202	220,000	170,000	170,000	
PUBLIC SAFETY REVENUE	**198,247**	**222,500**	**109,437**	**221,610**	**172,250**	**172,250**	**(50,250)**
GENERAL GOV'T SERVICES							
Utility Billing/Finance	198,840	202,360	151,770	202,360	215,820	215,820	
Water Utility/Finance Ser	65,890	69,490	52,118	69,490	72,550	72,550	
Water Utility/HR & Safety	20,500	21,120	15,840	21,120	21,760	21,760	
Water Utility/Legal &Adm.	29,570	30,460	22,845	30,460	31,380	31,380	
Joint Fire/Finance Ser	25,750	26,500	19,875	26,500	27,750	27,750	
Joint Fire/HR & Safety	60,000	65,000	48,750	65,000	70,000	70,000	
Joint Fire/Fiber Lease	4,000	4,640	3,480	4,640	4,870	4,870	
Muni Ct Bldg use/Menasha	3,690	3,800	3,800	3,800	3,990	3,990	
GENERAL GOV'T SERVICES	**408,240**	**423,370**	**318,478**	**423,370**	**448,120**	**448,120**	**24,750**

CITY OF NEENAH
2023 OPERATING BUDGET
REVENUE DETAIL

ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
STREET & HIGHWAY REVENUE							
Misc Equipment Rental	777	1,000	599	600	1,000	1,000	
Misc Service Revenue	10,506	7,000	16,525	18,000	7,500	7,500	
Other S & H Receipts	985	600	2,410	2,500	800	800	
Recoveries fm Damaged Prp	42,508	12,000	1,973	8,000	8,000	8,000	
Sale of City Materials	50	50	0	50	50	50	
Street Excavation Charges	54,048	45,000	47,493	47,500	45,000	45,000	
Special Garbage Collectn	3,625	2,000	2,853	3,200	2,500	2,500	
Commercial Dumpsters	62,756	60,000	52,937	67,000	69,000	69,000	
Additional Cart Fee	2,857	3,000	5,301	5,350	5,300	5,300	
STREET & HIGHWAY REVENUE	**178,112**	**130,650**	**130,091**	**152,200**	**139,150**	**139,150**	**8,500**
OAK HILL CEMETERY REVENUE							
Cemetery Misc. Revenue	16,250	20,000	22,860	22,860	20,000	20,000	
Lot Sale Revenue	99,315	47,400	36,453	47,800	48,000	48,000	
Transfer fm Perp Care-Int	29,962	18,000	22,185	30,000	25,000	25,000	
Grave Openings	45,100	56,100	44,870	63,660	57,000	57,000	
Foundation/Marker Charges	15,474	14,270	9,295	11,000	14,000	14,000	
OAK HILL CEMETERY REVENUE	**206,101**	**155,770**	**135,663**	**175,320**	**164,000**	**164,000**	**8,230**
INTEREST INCOME							
Interest on Investments	239,771	400,000	184,931	400,000	550,000	550,000	
Interest on Taxes	32,310	40,000	46,207	46,300	45,000	45,000	
Interest Revl Fund Assmts	33,803	30,000	24,596	30,000	32,000	32,000	
Personal Property I	125	1,000	294	300	200	200	
INTEREST INCOME	**306,009**	**471,000**	**256,028**	**476,600**	**627,200**	**627,200**	**156,200**
FINES & FORFEITURES							
Neenah Court Bonds/Fines	4,023	7,000	2,463	4,500	5,000	5,000	
Municipal Courts Fines	77,083	110,000	53,921	100,000	100,000	100,000	
False Alarms	125	1,000	825	830	300	300	
FINE & FORFEITURES	**81,231**	**118,000**	**57,209**	**105,330**	**105,300**	**105,300**	**(12,700)**
PROPERTY DAMAGE RECOVERY							
City Hall	0	0	685	690	0	0	
Police	0	0	5,722	5,730	0	0	
Fire	2,706	0	3,529	3,530	0	0	
Public Works	3,459	5,000	1,000	1,000	5,000	5,000	
PROPERTY DAMAGE RECOVERY	**6,165**	**5,000**	**10,936**	**10,950**	**5,000**	**5,000**	**0**
REIMBURSEMENTS							
Workers Compensation	68,357	70,000	0	70,000	70,000	70,000	
Emp Practices Liab Ins.	1,852	2,500	0	0	2,500	2,500	
Local Governments	1,200	1,200	1,200	1,200	1,200	1,200	
CVMIC Liability Dividend	23,769	25,000	28,015	28,020	25,000	25,000	
P-Card Rebate	40,426	40,000	24,496	50,000	50,000	50,000	
REIMBURSEMENTS	**135,604**	**138,700**	**53,711**	**149,220**	**148,700**	**148,700**	**10,000**
LEASE/RENTAL REVENUE							
Adm Bld Water Utility	10,890	11,220	8,415	11,220	11,780	11,780	
City Garage Rentals	6,864	7,000	5,708	6,900	6,900	6,900	
Communication Tower Rent	79,844	85,000	67,340	82,500	84,500	84,500	
Dumpster Rental Agreement	3,365	2,240	2,550	2,550	2,400	2,400	
Harrison St. Warehouse	370	370	0	370	370	370	
Bird Scooters	0	0	942	1,000	1,500	1,500	
LEASE/RENTAL REVENUE	**101,333**	**105,830**	**84,955**	**104,540**	**107,450**	**107,450**	**1,620**

CITY OF NEENAH
2023 OPERATING BUDGET
REVENUE DETAIL

ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
SALE OF CITY PROPERTIES							
Police	0	20,000	15,566	18,000	26,000	26,000	
Public Works	2,191	37,500	23,500	25,000	40,000	40,000	
Park & Rec.	0	0	0	0	2,000	2,000	
Misc Sales of City Prop	15,000	10,000	0	10,000	0	0	
SALE OF CITY PROPERTIES	**17,191**	**67,500**	**39,066**	**53,000**	**68,000**	**68,000**	**500**
OTHER REVENUE							
Commercial Dumpsters	139	400	144	200	200	200	
Miscellaneous Revenue	(1,415)	2,000	424	1,000	1,000	1,000	
Special Reserves & Escrow	0	(5,000)	0	0	0	0	
Sales Tax	14	(450)	0	(450)	(180)	(180)	
OTHER REVENUE	**(1,262)**	**(3,050)**	**568**	**750**	**1,020**	**1,020**	**4,070**
OTHER SPEC EVENTS-COMMUNITYFEST							
Vendor Fees	3,048	4,500	3,312	3,320	4,000	4,000	
Contributions	13,000	13,000	13,000	13,000	13,000	13,000	
OTHER SPEC EVENTS-COM. FEST	**16,048**	**17,500**	**16,312**	**16,320**	**17,000**	**17,000**	**(500)**
GENERAL RECEIPTS-PARKS/REC							
Sun Shine Program	628	350	536	540	500	500	
Work Permits	1,320	1,000	1,890	1,840	1,500	1,500	
Work Permit State Payment	(1,808)	(1,100)	(1,538)	(1,540)	(1,600)	(1,600)	
Miscellaneous	0	0	550	550	300	300	
Sales Tax Collections	(13,531)	(14,500)	(12,343)	(14,000)	(14,500)	(14,500)	
Sales Tax	83	80	81	90	90	90	
GENERAL RECEIPTS-PARKS/REC	**(13,308)**	**(14,170)**	**(10,824)**	**(12,520)**	**(13,710)**	**(13,710)**	**460**
ADULT PROGRAM REVENUE							
Open Gym	399	400	108	400	400	400	
Volleyball-Summr Team Fee	0	720	0	0	1,200	1,200	
Tennis Instruction	3,853	800	1,200	1,200	1,000	1,000	
Pickleball	270	1,500	5,139	5,140	4,500	4,500	
ADULT PROGRAM REVENUE	**4,522**	**3,420**	**6,447**	**6,740**	**7,100**	**7,100**	**3,680**
CONTRACTED PROGRAM REVENUE							
Fitness	5,133	10,000	6,368	10,020	14,700	14,700	
Sports Clinics	680	21,850	14,388	14,470	14,470	14,470	
Contracted Youth Programs	39,352	25,300	34,651	34,660	30,000	30,000	
CONTRACTED PROGRAM REVENUE	**45,165**	**57,150**	**55,407**	**59,150**	**59,170**	**59,170**	**2,020**
POOL & REC BLDG REVENUE							
Special Events	821	700	1,603	1,610	1,200	1,200	
Taxable Concessions	49,340	45,000	50,122	50,130	52,000	52,000	
Pool-Daily Receipts	57,748	60,000	61,189	61,190	60,000	60,000	
Pool-Season Pass Receipts	55,473	55,000	48,489	48,550	70,000	70,000	
Swim Lessons Receipts	41,632	50,000	44,224	44,230	66,700	66,700	
Locker Rental	76	150	152	160	150	150	
Over/Short	(66)	0	141	150	0	0	
POOL & REC BLDG REVENUE	**205,024**	**210,850**	**205,920**	**206,020**	**250,050**	**250,050**	**39,200**

CITY OF NEENAH
2023 OPERATING BUDGET
REVENUE DETAIL

ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
YOUTH PROGRAM REVENUE							
Archery	2,098	1,800	2,288	2,290	2,250	2,250	
Crafts	96	0	506	510	0	0	
Operation Recreation	105,977	107,000	118,681	118,720	120,000	120,000	
Adventure	6,263	6,000	6,855	6,860	7,500	7,500	
Filthy Fun Kids Run	5,188	6,670	5,080	5,080	6,000	6,000	
Park Kart Mobile Recreati	0	0	500	500	0	0	
Special Events	16,170	7,730	14,695	14,700	9,000	9,000	
Tennis	10,744	11,000	11,312	13,940	14,000	14,000	
Tennis-Accelerated	1,978	1,700	630	630	800	800	
Tot Lot	2,370	2,400	2,901	2,910	3,030	3,030	
TOT Sports	3,000	3,050	3,150	3,150	3,300	3,300	
Children's Playtime	15,037	14,000	14,056	14,060	13,000	13,000	
Start Smart	837	600	687	800	800	800	
Sport Explorers	2,655	2,800	1,980	1,980	2,000	2,000	
Op Rec Jr.	0	0	0	0	35,000	35,000	
YOUTH PROGRAM REV	**172,413**	**164,750**	**183,321**	**186,130**	**216,680**	**216,680**	**51,930**
OTHER PARKS & REC REVENUE							
Doty Cabin	25	300	557	560	350	350	
Ice-Rink Taxable Concess	0	150	14	20	150	150	
Community Band	0	1,000	800	800	1,000	1,000	
OTHER PARKS & REC REVENUE	**25**	**1,450**	**1,371**	**1,380**	**1,500**	**1,500**	**50**
RIVERSIDE PLAYERS							
Riverside Tickets	12,065	30,000	26,135	26,170	30,000	30,000	
Other Revenues	1,200	1,500	860	860	1,500	1,500	
Taxable Concessions	1,023	2,400	2,380	2,380	2,400	2,400	
RIVERSIDE PLAYERS	**14,288**	**33,900**	**29,375**	**29,410**	**33,900**	**33,900**	**0**
PARKS REVENUE							
Facility Leases	25,841	18,000	7,185	19,000	20,000	20,000	
Facility User Fees	3,540	2,000	571	2,000	2,000	2,000	
Rentals - Green Park	1,282	620	1,485	1,490	1,000	1,000	
Rentals - Memorial Park	5,692	6,300	6,492	6,500	6,300	6,300	
Rentals - Gazebo	325	700	575	600	700	700	
Rentals - Riverside Park	3,821	4,000	4,714	4,720	4,500	4,500	
Rentals - Washington Park	5,295	7,000	11,310	11,310	7,500	7,500	
Rentals -Whiting Boathse	19,882	25,500	32,301	32,310	27,000	27,000	
Rentals - Southview Park	75	30	30	30	30	30	
Rentals -Memorial Pk Open	360	300	170	240	300	300	
Rental-Shattuck BoatStall	9,870	10,000	8,920	8,920	9,000	9,000	
Rentals - Doty Park	1,265	1,400	1,315	1,320	1,200	1,200	
Rental - Great Northern	400	300	460	460	300	300	
Rentals - Douglas Park	30	30	0	0	0	0	
Rentals-Memorial LG Room	9,741	11,000	14,745	14,750	12,000	12,000	
Rental-Memorial SM Room	1,404	1,000	580	750	750	750	
Herb & Dolly Smith Park	0	0	25	30	0	0	
Boat Launch User Fees	23,811	25,000	23,347	25,000	25,000	25,000	
Boat Wash Fees	796	1,200	990	990	800	800	
PARKS REVENUE	**113,430**	**114,380**	**115,215**	**130,420**	**118,380**	**118,380**	**4,000**

CITY OF NEENAH
2023 OPERATING BUDGET
REVENUE DETAIL

ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
FUND TRANSFERS							
ARPA-Public Safety	0	1,300,000	975,000	1,300,000	1,365,000	1,378,000	
ARPA-One Time Exp	0	0	0	0	0	225,000	
CIP Projects-Engineering	0	0	0	0	0	250,000	
Benefit Accrual Fund	265,000	0	0	0	0	0	
Information Systems	160,000	0	0	0	0	0	
Parking Fund	136,720	0	0	0	0	0	
Sewer Fd Maintenance	334,900	351,650	263,738	351,650	369,230	372,750	
Sewer Fd Admin	582,710	611,850	458,888	611,850	642,440	648,560	
Storm Water Management	452,610	475,240	356,430	475,240	499,000	503,750	
Cemetery Perp Care	5,000	0	0	0	0	0	
Dial-A-Ride	5,000	0	0	0	0	0	
Compost	5,000	0	0	0	0	0	
Industrial Devel Fund	5,000	0	0	0	0	0	
TIF #11	40,000	42,000	31,500	42,000	44,100	44,520	
Transfer from TIF #12	0	42,000	0	42,000	44,100	44,520	
TIF #5 Administrative Chg	80,000	84,000	63,000	84,000	88,200	89,040	
TIF #6 Administrative Chg	60,000	63,000	47,250	63,000	66,150	66,780	
Transfer From TIF # 7	120,000	126,000	94,500	126,000	132,300	133,560	
TIF #8 Administrative Chg	120,000	126,000	94,500	126,000	132,300	133,560	
TIF #8 Interest	3,718	15,000	8,207	15,000	17,250	17,250	
TIF #9 Administrative Chg	80,000	84,000	63,000	84,000	88,200	89,060	
TIF # 10	40,000	42,000	31,500	42,000	44,100	44,520	
Recycling	30,000	0	0	0	0	0	
Housing Fund	35,000	35,000	26,250	35,000	35,000	35,000	
CDBG Funds	23,135	25,000	0	25,000	25,000	25,000	
CDBG COVID Program	0	14,280	0	14,280	14,280	14,280	
Preparedness Grant	10,000	0	0	0	0	0	
Joint Municipal Court	195	1,000	462	1,000	1,000	1,000	
Alliant Energy PILOT Fund	247,267	0	0	0	0	0	
Developer Land Sales Fund	100,000	0	0	0	0	0	
FUND TRANSFERS	**2,941,255**	**3,438,020**	**2,514,225**	**3,438,020**	**3,607,650**	**4,116,150**	**678,130**
TOTAL REVENUES BEFORE APPLICATION OF FUND BALANCE	**25,720,454**	**26,824,590**	**21,954,415**	**26,815,530**	**27,396,440**	**28,245,280**	**1,420,690**
UNASSIGNED FUND BALANCE	0	100,000	0	100,000	0	135,000	
ASSIGNED FUND BALANCE	0	107,430	0	107,430	0	0	
LIBRARY FUND BALANCE	0	25,000	0	25,000	0	10,000	
APPLICATION OF FUND BALANCE	**0**	**232,430**	**0**	**232,430**	**0**	**145,000**	**(87,430)**
TOTAL REVENUES	**25,720,454**	**27,057,020**	**21,954,415**	**27,047,960**	**27,396,440**	**28,390,280**	**1,333,260**
						Percent Budget Change	**4.93%**

FEES FOR SERVICES SCHEDULE

Res. No. 7185 adopted April 5, 2006 effective with the new Code of Ordinances of the City of Neenah, May 1, 2006.
This document contains updated fee information through December 1, 2021, Resolution No. 2021-19:

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
GENERAL FEES				
Notary Service	No Charge		§137.01(9)	Res. No. 7170
Copies/Open Records Requests	2¢ per page		§19.35(3)	Res. No. 7170
Digital to Physical Record/Other Media	Actual Cost	Materials/Reproduction	§19.35(3)(a)	Res. No. 7170
Maps	Actual Cost of Reproduction		§19.35(3)(a)	Res. No. 7170
Mail & Shipping of Records Request	Actual Cost of Mailing		§19.35(3)(d)	Res. No. 7170
Prepayment of Records Request	Cost of reproduction	Only if total charge exceeds $5	§19.35(3)(f)	Res. No. 7170
Cost to Locate Records	$25.00/hr	If locate cost exceeds $50	§19.35(3)(c)	Res. No. 7170
CLERK				
LICENSES				
Liquor				
Class A Malt	$200	Annual – expires 6/30 (pro-rated)	§125.25(4)	Ord. No. 1234
Class A Liquor	$400	Annual – expires 6/30 (pro-rated)	§125.51(2)(d)	Ord. No. 1234
Class B Malt	$100	Annual – expires 6/30 (pro-rated)	§125.26(4)	Ord. No. 1234
Class B Liquor	$350	Annual – expires 6/30 (pro-rated)	§125.51(3)(e)	Ord. No. 1234
Reserve Class B	$10,000	One time Initial fee (plus annual Class B fee)	§125.51(3)(e)(2)	Ord. No. 1234
Class B (wine only) Winery	$350	Annual – expires 6/30 (pro-rated)	§125.51	Res. No. 2015-34
Class C Wine	$100	Annual – expires 6/30 (pro-rated)	§125.51	Ord. No. 1234
Provisional Class B	$15	One time fee	§125.185(3)	Ord No. 1234
Temp Class B (Picnic)	$10	Per event	§125.51(10)	Ord. No. 1234
Temporary Extension of Licensed Premise	$10	Per Day	§125.10	Ord. No. 2019-15 Code Sec. 4-106 Res. No. 2019-15
Publication Fee-renewal	$22	Annual due 4/15	§125.04(3)(g)	----------
Publication Fee-new app	$65	Initial – due upon application	§125.04(3)(g)	Res. No. 7309
Change of Agent	$10	Due upon application	§125.04(6)(b)	----------
Late Fee – April 15 filing deadline for renewals expiring 6/30	$50	Per Year		Res. No. 2019-17 Code Sec. 4-65(m)
Late Fee – beginning **June 15** filing deadline for renewals expiring 6/30	$20	Per Day		Res. No. 2019-17 Code Sec. 4-65(f)
Beverage Operator	$60	Two year license – expires 6/30 Includes fee for picture	§125.17(1)	Ord. No. 1234 Ord. No. 1345 increase to $60 effective 1/1/2007
Duplicate Beverage Operator	$10	Per license	§125.17	----------
Temporary Beverage Operator	$10	Per event	§125.17(4)	Ord. No. 1234
Provisional Beverage Operator	$15	Per license	§125.185	Ord. No. 1234
Misc. Licenses				
Cigarette	$100	Annual – expires 6/30	§134.65(2)(b)	Ord. No. 1234
Amusement Device	$40/machine	Annual – expires 6/30		Code §4-172 Res. No. 2013-37
Dance Hall	$25	Annual – expires 6/30	§59.56(12)(b)	Ord. No. 858
Pawnbrokers License	$210	Annual – expires 12/31	§134.71	Code Section 4-64

FEE TYPE		FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Secondhand Article Dealers		$80.00	Annual – expires 12/31	§134.71	Res. No. 7238 Code Sec. 4-64 Res No 7238
Secondhand Jeweler Dealers		$80.00	Annual – expires 12/31	§134.71	Code Sec. 4-64 Res No 7238
Taxi Cab	1st Taxi	$50 yearly fee	Annual – expires 6/30	§349.24	Ord. No. 1223 / Res. 2019-09
	each add'l	$0 No fee, Report Vehicle by VIN	Annual – expires 6/30	§349.24	Ord. No. 1223 / Res 2019-09
Escort License or Registration		$500	Annual – expires 6/30		Code Sec. 4-65 Ord. No. 2014-9 Res. No. 2014-10
Escort Service Licenses		$500	Annual – expires 6/30		Ord. No. 2014-9 Res. No. 2014-10
PERMITS					
Blasting		No Charge	Per Project		Code Sec. 11-119
Carnival/Circus		$25	Per day		Ord. No. 369
Christmas Tree Lot		$25	Annual – Expires 12/26		Ord. No. 858
Fireworks Stand		$25	Annual – Expires 7/5		Ord. No. 963
Open Burning		$17	Annual – exp 12/31		Res. No. 2021-19
Street Use Permits		$75 except the fee for school sponsored events shall be $0	Per event – plus costs per code		Ord. No. 858 Res. No. 7353 Res. No. 2011-7 Res. No. 2011-25 Sec. 14-129(e) & (f)
Solicitor Permit – New		$25	1st Year – Expires 12/31	§59.55	Ord. No. 858
Solicitor Permit - renewal		$15	Annually – Expires 12/31	§59.55	Ord. No. 858
Mobile Food Vendor		$100	Per Mobile Food Vendor vehicle or cart		Sec. 4-353(a)
BID Surcharge		$50	Per Mobile Food Vendor or Transient Merchant located in the BID District		Sec. 4-64 & 4-353(a)
Wrestling/Boxing		$50 per wrestling event plus cost for providing two supervisors, who shall have police authority for the wrestling match. Estimated cost $50-100 per hour per officer.	Event	§444.02	Ord. No. 980 Vol IV Res. No. 7309
MISC. FEES					
Voter Registration Certificate		$5			Ord. No. 858
Voter Registration Certificate		$2	Seniors – over age 65		Ord. No. 858
Voter Registration List		$25.00 plus $5 per 1,000 voters	Includes Voter History	§6.36(6)	Set by State Elections Board Res. No. 7242
INFORMATION SYSTEMS					
ASSESSMENT DEPT:					
Reports (Hard Copies)					

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Street Listing	$35.00			
Commercial Listing	$35.00			
Personal Property Labels	$25.00			
Alpha Property Listing By Owner	$35.00			
Alpha Property Listing By Street Name	$35.00			
Both Property Listings	$60.00			
Assessment Workbook	$100.00			
Both Property Listing and Workbook	$150.00			
Vacant Land Listing	$20.00			
Multi-Unit Listing				
2 Units & Up	$35.00			
4 Units & Up	$20.00			
Files (emailed)				
Assessment Roll	$50.00			
Assessment Roll				
Legal Description				
Tax Roll				
Zoning				
Mailing Addresses	$30.00			
Personal Property Labels	$25.00			
FINANCE:				
Tax Roll	$50.00			
COMMUNITY DEVELOPMENT				
WEIGHTS AND MEASURES				
Annual Permit Processing Fee	$50	Annual	§ 98.04	Res. No. 2021-19
Scales 0 to 30 lbs.	$30 (per unit)	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Scales 31 to 1000 lbs	$40 (per unit)	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Weight Sets	$10	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Follow-up Inspection Fee (1st)	$100	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Follow-up Inspection Fee (2nd)	$200	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Penalty Nonregistered Device	Fee x 2	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Timing Devices	$10	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Meters (Taxi)	$50	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Electric Pill Counters	$10	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Gas Pumps (Retail)	$40	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
HS Pumps (Diesel)	$55	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Vehicle Tank/Bulk Plant Meter	$100	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Linear (Fabric, Wire, Rope Meters)	$10	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Farmer's Market Annual Fee (includes 7 or more devices)	$150	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Scanners 1 to 3 scanners (total) 4 or more (total)	 $75 $130	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Aluminum Can Recycle Machine	$100	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Late Payment Fee	$100	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Misc. Specialized Devices	$50/Hour	Annual	§ 98.04§ATCP 92.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
PLUMBING				**Plumbing Code**
New Plumbing: 1 & 2 Family	$50 + $0.03 sq ft all areas	If no square footage available – base on fixture count: $8 per fixture (Minimum $30)		Ch. 21, Art. V Res. No. 2017-04
New Plumbing: Multi-family	$50 + $0.05 sq ft all areas	If no square footage available – base on fixture count: $8 per fixture (Minimum $30)		Ch. 21, Art. V Res. No. 2017-04
New Plumbing: Commercial/Industrial	$50 + $0.08 per sq ft for first 5,000 sq ft and $0.02 per sq ft over 5,000 sq ft	If no square footage available – base on fixture count: $8 per fixture (Minimum $50)		Ch. 21, Art. V Res. No. 2017-04
New/replacement Sanitary Sewer, Strom Sewer, or Water Services Lateral: Residential	New: $100 Replacement: $50			Ch. 21, Art. V Res. No. 2017-04
New/replacement Sanitary Sewer, Strom Sewer, or Water Services Lateral: Commercial	Commercial: $50 + $10 per inch diameter			Ch. 21, Art. V Res. No. 2017-04
Repair of Building Drain, Sanitary Sewer Lateral, Storm Sewer Lateral or Water Service	$25			Ch. 21, Art. V Res. No. 2011-17
Repipe Basement	$25			Ch. 21, Art. V Res. No. 2011-17
Cap Sewer	$25			Ch. 21, Art. V Res. No. 2011-17
Well License Renewal	$30			Ch. 21, Art. V Res. No. 2017-04

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Replacement Water Heater	$30	Minimum permit fee $30 or $8 per fixture if water Heater is included as part of the plumbing project		Ch. 21, Art. V Res. No. 2017-04
ELECTRICAL				**Electrical Code**
New Electrical: 1 &2 Family and additions	$50 + $0.03 sq ft all areas	If no square footage available: $$30 for all work between $1 and $300 in cost $30 + $5/$100 for all work between $301 - $1,000 in cost $65 + $12/$1,000 for all work between $1001 - $10,000 in cost $173 + $3/$1,000 for all work between $10,001 - $100,000 in cost $443 + $1/$1,000 for all work over $100,000 in cost		Ch. 21, Art. III Res. No. 2017-04
New Electrical: Multi-family and additions	$50 + $0.05 sq ft all areas	If no square footage available: $$30 for all work between $1 and $300 in cost $30 + $5/$100 for all work between $301 - $1,000 in cost $65 + $12/$1,000 for all work between $1001 - $10,000 in cost $173 + $3/$1,000 for all work between $10,001 - $100,000 in cost $443 + $1/$1,000 for all work over $100,000 in cost		Ch. 21, Art. III Res. No. 2017-04
New Electrical: Commercial/Industrial and additions	$50 + $0.08 per sq ft for first 5,000 sq ft and $0.02 per sq ft over 5,000 sq ft	If no square footage available: $$30 for all work between $1 and $300 in cost $30 + $5/$100 for all work between $301 - $1,000 in cost $65 + $12/$1,000 for all work between $1001 - $10,000 in cost $173 + $3/$1,000 for all work between $10,001 - $100,000 in cost $443 + $1/$1,000 for all work over $100,000 in cost		Ch. 21, Art. III Res. No. 2017-04
Electrical Service	$50 + $10 per 100 amp			Ch. 21, Art. III Res. No. 2017-04
BUILDING				**Building Code**
New Construction: Residential/Duplex/Condo	$100 + $0.18 per sq ft all areas	Minimum $200		Ch. 21, Art. II Res. No. 2017-04
New Construction: Multi-family	$100 + $0.25 per sq ft all areas	Minimum $200		Ch. 21, Art. II Res. No. 2017-04
New Construction: Commercial/Industrial	$100 + $0.20 per sq ft all areas	Minimum $200		Ch. 21, Art. II Res. No. 2017-04
New Construction: Community Facility	$100 + $0.20 per sq ft all areas	Minimum $200		Ch. 21, Art. II Res. No. 2017-04
New Construction: Garage	$10 + $0.10 per sq ft	Minimum $50		Ch. 21, Art. II Res. No. 2017-04
New Construction: Residential: Accessory Building (small sheds, decks, gazebos)	$30	Over 24” above grade		Ch. 21, Art. II Res. No. 2017-04
New Construction: Commercial: Accessory Building (small sheds, decks, gazebos)	$60			Ch. 21, Art. II Res. No. 2017-04
Addition and Remodel: 1 & 2 Family	$10 + $0.10 per sq ft	Minimum $50 If no square footage available, based on project cost:		Ch. 21, Art. II Res. No. 2017-04

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
		$50 + $5 per $1000 for work between $1 and $5,000 in cost $60 + $2.50 per $1,000 for work over $5,000 in cost (minimum cost of $50 still applies)		
Addition and Remodel: Multi-family	$100 + $0.20 per sq ft all areas	Minimum $200 If no square footage available, based on project cost: $35 + $5 per $1000 for work between $1 and $5,000 in cost $60 + $2.50 per $1,000 for work over $5,000 in cost (minimum cost of $200 still applies)		Ch. 21, Art. II Res. No. 2017-04
Addition and Remodel: Commercial/Industrial	$100 + $0.20 per sq ft all areas	Minimum $200 If no square footage available, based on project cost: $35 + $5 per $1000 for work between $1 and $5,000 in cost $60 + $2.50 per $1,000 for work over $5,000 in cost (minimum cost of $200 still applies)		Ch. 21, Art. II Res. No. 2017-04
Addition and Remodel: Community Facility		Minimum $200 If no square footage available: $35 + $5 per $1000 for work between $1 and $5,000 in cost $60 + $2.50 per $1,000 for work over $5,000 in cost (minimum cost of $200 still applies)		Ch. 21, Art. II Res. No. 2017-04
Addition and Remodel: Garage	$10 + $0.10 per sq ft	Minimum $50		Ch. 21, Art. II Res. No. 2017-04
HEATING, VENTILATION & AC				**Mechanical Code**
Fireplaces/Stove- wood or gas/garage heaters installation	$30			Ch. 21, Div. IV Res. No. 2017-04
1 & 2 Family and additions	$50 + $0.03 sq ft all areas	If no square footage available, based on project cost: $100 for all work up to $2,000 in cost $100 plus $5 per $1,000 for all work over $2,000		Ch. 21, Div. IV Res. No. 2017-04
Multi-family and additions	$50 + $0.05 sq ft all areas	If no square footage available, based on project cost: $100 for all work up to $2,000 in cost $100 plus $5 per $1,000 for all work over $2,000		Ch. 21, Div. IV Res. No. 2017-04
Commercial/Industrial and additions	$50 + $0.08 per sq ft	If no square footage available, based on project cost: $100 for all work up to $2,000 in cost $100 plus $5 per $1,000 for all work over $2,000		Ch. 21, Div. IV Res. No. 2017-04
Replacement 1 & 2 Family	$50 for first piece + $10 each add'l piece (per dwelling unit)	If no square footage available, based on project cost: $100 for all work up to $2,000 in cost $100 plus $5 per $1,000 for all work over $2,000		Ch. 21, Div. IV Res. No. 2017-04
Replacement Commercial/Industrial	$100 for all work up to $2,000 in cost $100 plus $5 per $1,000 for all work over $2,000			Ch. 21, Div. IV Res. No. 2017-04

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
MISCELLANEOUS PERMIT FEES				**Building Code**
Apiary Registration Fee	$30.00	Per Apiary		Sec. 3-41(c) Res. No. 2017-14
Building Inspections Re-inspection Fee	$75			Res. No. 2021-19
Code Enforcement Re-inspection Fees	$50 – 2nd notice $100 – 3rd notice $100 – 4th notice etc.			Res. No. 2021-19
Commercial Plan Review				
Building Plan	$125			Ch. 21, Div. II Res. No. 2011-17
HVAC	$125			Ch. 21, Div. II Res. No. 2011-17
Demolition: Garage/Shed	$30 plus bond	$500 Bond/Check for building <25,000 cu. Ft. $1,000 Bond/Check for building 25,000-50,000 cu. Ft. $2,000 Bond/Check for building over 50,000 cu. Ft.		Ch. 21, Div. II Res. No. 2017-04
Demolition: Residential	$100 plus bond	$500 Bond/Check for building <25,000 cu. Ft. $1,000 Bond/Check for building 25,000-50,000 cu. Ft. $2,000 Bond/Check for building over 50,000 cu. Ft.		Ch. 21, Div. II Res. No. 2017-04
Demolition: Commercial/Industrial	$200 plus bond	$500 Bond/Check for building <25,000 cu. Ft. $1,000 Bond/Check for building 25,000-50,000 cu. Ft. $2,000 Bond/Check for building over 50,000 cu. Ft.		Ch. 21, Div. II Res. No. 2017-04
Erosion Control Residential	$175			Ch. 22, Art. IV Res. 7309 Res. No. 2017-04
Erosion Control Commercial Industrial Community Facility	$300 per acre			Ch. 22, Art. IV Res. No. 2017-04
Fence: Residential	$20			Ch. 21, Div. II Res. No. 2017-04
Fence: Commercial	$50			Ch. 21, Div. II Res. No. 2017-04
Foundation Repair	$40			Ch. 21, Div. II Res. No. 2017-04
Mobile Home Park	$100			Ch. 21, Div. II Res. No. 2011-17
Moving Permit	$200 plus bond	$10,000-$25,000 bond and insurance required		Res. No. 2017-04
Newspaper Vending Machines Permit	$25	Initial Fee; Permit must be renewed yearly at no charge and expires December 31st		Res. 7292 Code §14-146 Res. No. 2011-17
Parking Lot	$200			Ch. 21, Div. II Res. No. 2017-04
Pools – Above Ground	$30			Ch. 21, Div. II Res. No. 2017-04
Pools – In Ground	$100			Ch. 21, Div. II Res. No. 2017-04
Sandwich Board Signs	$25	Annual – expires March 31st		Code Sec 4-29 Res. No. 2017-04
Signs – Wall Signs	$75			Res. No. 2021-19
Signs – Pole/ground Signs	$125			Res. No. 2021-19
Accessory Use (Solar, Wind, etc.)	$10 per KW-PV 450 – Geo or HW			Res. No. 2017-04

FEE TYPE	FEE (Minimum $30)	BASIS	STATUTE NO.	ORD/RES/CODE
Street Furniture	$15	Annual		Ch. 14, Art. VII Res. No. 7367 Res. No. 2011-17
LICENSE RENEWALS				
Heating – Warm Air	$20			
Heating – Hot Water	$20			
Heating – Steam	$20			
PLANNING & ZONING FEES				**Zoning Code**
Rezoning Application	$400	Per Application		Ch. 26/Res. No. 2017-21
Variance Application	$250	Per Application		Ch. 26/Res. No. 2017-21
Special Use Application	$400	Per Application		Ch. 26/Res. No. 2017-21
Annexation Review	$400	Per Review		Ch. 26/Res. No. 2017-21
Site Plan Review (Minor)	$150	Per Review		Ch. 26/Res. No. 2017-21
Site Plan Review (Major)	$300	Per Review		Ch. 26/Res. No. 2017-21
Site Plan Review (Telecommunication Tower)	$3,000	Per Review		Ch. 26/Res. No. 2017-21
Site Plan Review (Landscape Plan)	NA	Per Review		Ch. 26/Res. No. 2017-21
Certified Survey Map Review	$125	Per Map		Res. No. 2021-19
Extraterritorial CSM	$125	Per Review		Res. No. 2021-19
Preliminary Plat Review	$150 + $35/lot	Per Review		Ch. 26/Res. No. 2017-21
Final Plat Review	$100+$10/lot	Per Map		Res. No. 2021-19
Official Street Map Amendment	$400	Per Map		Ch. 26/Res. No. 2017-21
P.D.D. Review	$500	Per Approval		Ch. 26/Res. No. 2017-21
Tourist Housing Permit	$50 no annual fee	Per License		Ch. 26/Res. No. 2017-21
Home Occupational License	$50	Per License		Ch. 26/Res. No. 2017-21
Rooming House License (Annual)	$50			Ch. 26/Res. No. 2017-21
Flood Plain Permits:		Per Permit		Ch. 26/Res. No. 2017-21
Land Use Permit – Residential	$50	Per Permit		Ch. 26/Res. No. 2017-21
Land Use Permit – Commercial	$100	Per Application		Ch. 26/Res. No. 2017-21
Map Amendment Application	$200	Per Letter		Ch. 26/Res. No. 2017-21
Waiver Letter	$25	Per Approval		Ch. 26/Res. No. 2017-21

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Project Plan Approval	$300	Per Approval		Ch. 26/Res. No. 2017-21
PDD Review/Master Plan Approval	$500	Per Approval		Ch. 26/Res. No. 2017-21
Comprehensive Plan Amendment	$400	Per Amendment		Res. No. 2021-19
Zoning Verification/Research (Standard)	$25	Per Verification (Standard)		Ch. 26/Res. No. 2017-21
Zoning Verification/Research (Enhanced)	$100	Per Verification (Enhanced)		Ch. 26/Res. No. 2017-21
DOCUMENT SALES				
Zoning Code	$3		§19.35	Res. No. 7170
Building Code	$3		§19.35	Res. No. 7170
Other Codes	$2		§19.35	Res. No. 7170
Comp Plan	$10		§19.35	Res. No. 7170
Maps				Res. No. 7170
1” = 1.000’ or basemap	50¢		§19.35	Res. No. 7170
1” = 500’ map	$2.25		§19.35	Res. No. 7170
Any Topo map	$1.25		§19.35	Res. No. 7170
Other maps	15¢/sq ft		§19.35	Res. No. 7170
Photocopies				Res. No. 7170
Single Sheet	25¢		§19.35	Res. No. 7170
Multiple Sheets	25¢ plus 15¢ per sheet		§19.35	Res. No. 7170
Color Copies	$2 per 11x17		§19.35	Res. No. 7170
FINANCE				
LICENSES				
Cat (if spayed or neutered)	$8	Annual		Res. No. 2021-19
Cat (if **not** spayed or neutered)	$13	Annual		Res. No. 2021-19
Dog (if spayed or neutered)	$8	Annual		Res. No. 2021-19
Dog (if **not** spayed or neutered)	$13	Annual		Res. No. 2021-19
Late Fee – dog/cat	$5	Annual After 3/31 (license fee plus a $5 state imposed fee)		Res. No. 7309
Dangerous Animal License	$50	Per Dangerous Animal		Sec. 3-16(b)(3)
PERMITS				
Fire Permit	$17	Annual		Res. No. 2021-19
Parking – Day Pass Tier 1	$2	Daily (Permit Locations)		Res. No. 2017-11
Parking – Day Pass Tier 2	$4	Daily (3 Hour & 4 Hour Locations)		Res. No. 2017-11
Parking – Tier 1	$22	Monthly (All Permit Locations Unless Otherwise Noted)		Res. No. 2017-05
Parking – Tier 2	$34	Monthly (Marketplace Lot)		Res. No. 2017-05
Real Estate Status Report	$40	Per Report – normal turn around		Res. No. 2021-19
	$60	Per Report - Rush		
Special Assessment Installment Plan	3%	Annual Rate	§66.0715	Code Sec. 13-2 Council Motion 03/16/22
FIRE				**Fire Code**
Petroleum Tank Installation Permit	$100	First Tank		Ch. 7
	$50	Each Additional Tank		Ch. 7
	$1,700	Maximum Fee		Ch. 7

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Petroleum Tank Closure Permit	$20	Per 1,000 Gallon Tank Capacity, $240 maximum		Ch. 7
	$80	Minimum Fee		Ch. 7
Fire Protection Permit (Sprinkler Permit)				
Any Underground Main	$75			Ch. 7
Any Above Ground Piping (20+ Heads)	$75	Including Additions		Ch. 7
Each Riser	$25			Ch. 7
Each Floor Above the First Floor	$25			Ch. 7
Re-inspection Fee	$100	Per inspection starting with the 2nd inspection		Sec. 7-34 Res. No. 2013-34
Smoke Detector Installation	$30	Per Detector		§101.14 & §101.145
HEALTH				
July 2012 Consolidated with Winnebago County Health Department. All Health related fees were removed from the City of Neenah Fee Schedule. WEIGHTS AND MEASURES were moved under the jurisdiction of the Community Development Department (see above).				
LIBRARY				
Fees are established by the Library Board				
PARK & RECREATION				
Fees are established by the Park & Recreation Commission and maintained by the Department				
POLICE				
Fingerprints				Res. No. 7170
Child ID	No Charge		§19.35(3)(e)	Res. No. 7170
Fingerprinting for Employment				
Neenah Resident	No Charge		§19.35(3)(e)	Res. No. 7170
Non-Resident	$10.00		§19.35(3)(a)	Res. No. 7170
Probation & Parole Registration	No Charge		§19.35(3)(e)	Res. No. 7170
Sex Offender Registration	No Charge		§19.35(3)(e)	Res. No. 7170
Photocopy Charges				
Photograph Reprints	50¢		§19.35(3)(a)	Res. No. 7170
Digital Reprints	$1.00/sheet $2.00/glossy sheet			
Photograph for ID	$5.00			
Accident Reports				
11 x 17 – Double Sided	$1.00		§19.35(3)(a)	Res. No. 7170 Res. No. 7309
8-1/2 x 11 – Double Sided	50¢		§19.35(3)(a)	Res. No. 7170
			§19.35(3)(a)	Res. No. 7170
Incident Reports			§19.35(3)(a)	Res. No. 7170
1st Page	25¢		§19.35(3)(a)	Res. No. 7170
Additional Pages	15¢		§19.35(3)(a)	Res. No. 7170
			§19.35(3)(a)	Res. No. 7170
1 Page	25¢		§19.35(3)(a)	Res. No. 7170
2 Pages	40¢		§19.35(3)(a)	Res. No. 7170
3 Pages	55¢		§19.35(3)(a)	Res. No. 7170
4 Pages	70¢		§19.35(3)(a)	Res. No. 7170
5 Pages	85¢		§19.35(3)(a)	Res. No. 7170
6 Pages	$1.00		§19.35(3)(a)	Res. No. 7170
7 Pages	$1.15		§19.35(3)(a)	Res. No. 7170
8 Pages	$1.30		§19.35(3)(a)	Res. No. 7170
9 Pages	$1.45		§19.35(3)(a)	Res. No. 7170
10 Pages	$1.60		§19.35(3)(a)	Res. No. 7170
Other Charges				

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Video (VHS or CD)	Actual Cost of Tape (estimated at $10.00)		§19.35(3)(a)	Res. No. 7170 Res. No. 7309
Audio Cassette	Actual Cost of Tape (Estimated at $5.00)		§19.35(3)(a)	Res. No. 7170 Res. No. 7309
PUBLIC WORKS				
AUTOMATED COLLECTION CART FEES				
Change cart size (Existing Property Owner)	$25.00 per cart	Each		Ch 12, Res 2019-06
Additional Recycling Cart (Residential)	$25.00 per cart	Annual		Ch 12, Res 2019-06
Additional Refuse Cart (Residential)	$185.00 per cart	Annual		Ch 12, Res 2019-06
NEW DEVELOPMENT				
Oversize Sanitary Interceptor Sewer Fee	$1,000.00	Acre		Code §17-107
Public Storm Water Infrastructure	$5,000.00	Acre		Code §13-7
Carpenter Tree Fund	$100.00-150.00	Lot		Res. No. 7309
Stormwater Management, Erosion Control, Erosion Plan Review and Inspection, Residential	$200.00	Subdivision plus $150/lot		Ch. 22, Art. IV Res. No. 7309
Erosion Plan Review and Inspection, Commercial, Industrial	$275	Up to one acre, $200 for each additional acre		Ch. 22, Art. IV Res. No. 7309
Post Construction Storm Water Plan Review and Inspection	$500	Up to one acre, $200 per additional acre		Ch. 22, Art. IV Res. No. 7309
Storm Water Utility Credit Review	$200	Per Credit Application		Ch. 17, Div. 2 Res. No. 7309
ENGINEERING DESIGN & INSPECTION (RECONSTRUCTION)				
Street Reconstruction	Hourly Rate Included in Assessment Rate			
Sanitary Sewer and Storm Sewer Repair and Replacement	Charged to Utilities			
GARAGE SERVICES (EQUIPMENT ONLY) (MULTIPLY HOURLY RATE X 1-1/2 FOR "NON-CITY" WORK)				
Grader	$55.00	Hour		
Vac-All	$55.00	Hour		
Street Sweeper	$70.00	Hour		
Sewer Jet Machine	$70.00	Hour		
Boom Truck	$45.00	Hour		
Rubber Tire Roller	$35.00	Hour		
Front End Loader	$55.00	Hour		
Flusher	$35.00	Hour		
Refuse Trucks	$45.00	Hour		
5 Yard Dump Truck	$35.00	Hour		
10 Yard Dump Truck	$40.00	Hour		
One Ton Dump Truck	$25.00	Hour		
Air Compressor	$25.00	Hour		
Chipper	$25.00	Hour		
Tractor with Mower	$30.00	Hour		
Tractor or Jeep with Snowplow	$30.00	Hour		
4 Inch Pump	$20.00	Hour		
Under 4 Inch Pump	$15.00	Hour		
Flat Bed Trailer	$15.00	Hour		

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Pickup Truck	$15.00	Hour		
Chain Saw	$12.50	Hour		
Loader with Blower	$75.00	Hour		
Mower-Weed Eater	$10.00	Hour		
Bobcat Loader	$30.00	Hour		
Milling Machine and Bobcat	$40.00	Hour		
Park Loader (590)	$35.00	Hour		
Backhoe	$35.00	Hour		
Utility Cart	$10.00	Hour		
CITY OF NEENAH GARAGE SERVICES (GENERAL) (LABOR & EQUIPMENT)				
Grass & Weed Removal (1 hr minimum charge)	$80.00	Hour + $25 Admin. Fee		
Special Collections (1 hr minimum charge)	$80.00	Hour + $25 Admin. Fee		Res. No. 7309
Snow Removal (1 hr minimum charge)	$80.00	Hour + $25 Admin. Fee		
GENERAL LABOR ("NON-CITY" WORK)				
	Actual Hourly Rate x 1-1/2 plus 70% Admin., Fringe Benefits, Overhead			
MECHANIC LABOR TO ENTERPRISE FUNDS & UTILITIES				
Small Equipment	$68.00	Hour		Res. No. 7309
Medium Equipment	$79.00	Hour		Res. No. 7309
Large Equipment	$88.00	Hour		Res. No. 7309
MISCELLANEOUS PERMIT FEES				
Natural Lawn Application Fee	$25.00	Per Event		Ord. No. 1389 Sec. 10-5(c)(1) Res. No. 7334
Application for Appeal - Natural Lawn Revocation	$25.00	Per Event		Ord. No. 1389 Sec. 10-35(d)(f) Res. No. 7334
Bond for Due Process Hearing - Lawn Declared Public Nuisance	$25.00	Per Event		Ord. No. 1389 Sec. 10-36(f)(2) Res. No. 7334
STREET / RIGHT OF WAY EXCAVATION PERMIT				
Administration Fee	$200.00	Each		Ch. 14, Div. II Res. No. 7309

	2018	2019	2020	2021	2022		
4" or 6" Sidewalk or Apron (Incl. Colored)	$11.50	$12.00	$12.50	$13.00	$13.50	Sq. Ft.	Ch. 14, Div II, Res.2017-33
Curb and Gutter	$58.00	$60.00	$62.00	$64.00	$66.00	Lin. Ft.	Ch. 14, Div II, Res.2017-33
Concrete Pavement - Final Patch	$16.00	$16.50	$17.00	$17.50	$18.00	Sq. Ft.	Ch. 14, Div II, Res.2017-33
Asphalt Pavement/Oil & Chip - Final Patch	$12.00	$12.50	$13.00	$13.50	$14.00	Sq. Ft.	Ch. 14, Div II, Res.2017-33
Terrace or Grass Turf Area	$2.10	$2.20	$2.30	$2.40	$2.50	Sq. Ft.	Ch. 14, Div II, Res.2017-33

	2018-2022			
Street Degradation Base Fee	$4.00	Sq. Ft.		Ch. 14, Div II, Res.2017-33
Permit Fee	$200.00	Each		Ch. 14, Div II, Res.2017-33

FEE TYPE	FEE	BASIS		STATUTE NO.	ORD/RES/CODE
New Gas Service/Abandon/Maintenance	$50.00		Each		Ch. 14, Div II, Res.2017-33
Curb Cut	$50.00		Each		Ch. 14, Div II, Res.2017-33
Tunnel/Bore/Directional Bore	$.50		Lin. Ft.		Ch. 14, Div II, Res.2017-33
New Poles/Guywires/Sm Peds/Boxes	$30.00		Each		Ch. 14, Div II, Res.2017-33
New Overhead Wires	$.15	Lin. Ft.			Ch. 14, Div II, Res.2017-33
New or Repl Manholes/Handholes	$75.00	Each			Ch. 14, Div II, Res.2017-33
Large Cabinets/Peds/Huts/Vaults/VRADs	$200.00	Each			Ch. 14, Div II, Res.2017-33
Trees	$300.00	Each			Ch. 14, Div II, Res.2017-33
Marker Post/Post Mounted Signs	$5.00	Each			Ch. 14, Div II, Res.2017-33
Failure to Obtain Permit	$200.00	Each			Ch. 14, Div II, Res.2017-33
STREET / RIGHT OF WAY EXCAVATION PERMIT – LARGE SCALE PROJECT					
Monitoring/Inspection	Actual Cost – Total Estimate Held in Escrow at Start of Project				Ch. 14, Res.2021-13
Permit Fee	$200	Each			Ch. 14, Res.2021-13
Tunnel/Bore/Directional Bore	$.10	Lin. Ft			Ch. 14, Res.2021-13
Overhead Wire	$.05	Lin. Ft			Ch. 14, Res.2021-13
WATER DEPARTMENT					
Fees are established by the Public Service Commission of Wisconsin (PSC)					

COMMON COUNCIL

Council President

Todd Stevenson

Major Activities

The City Council functions similar to a Board of Directors. It has final approval authority over all fiscal matters within the City. The Council represents three Aldermanic districts with three members representing each district. Each member is elected to a 3-year term allowing any citizen to run for the City Council each April. The City Council provides the vehicle for individual citizens to be heard.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$71,572	$81,050	$87,500	7.96%	$87,500	7.96%
No. of Aldermen	9	9	9	0%	9	0%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Common Council **$0**

Mayor's Comments:

No changes recommended.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
City Council	City Council
Program:	**Submitted by:**
General Government	Todd Stevenson

Goals/Responsibilities:
The goals of the Common Council are to effectively control City property, highways, navigable waters and public services and have the power to act for the government and good order of the City for its commercial benefit and for the health, safety and welfare of the public. To accomplish the responsibilities delegated to the City Council, the body may use licensing regulation, suppression, borrowing of money, tax levy, appropriation, fines, imprisonment, confiscation and other necessary or convenient means to fulfill its desired results.

Major Increases (Decreases) in 2023 Budget Request: None.

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
COUNCIL								
COUNCIL OPERATIONS (0101-700)								
0101	Salaries	47,816	48,800	36,444	48,770	49,700	49,700	
0111	Fringes	1,893	2,020	1,509	2,020	1,840	1,840	
	Personal Services	**49,709**	**50,820**	**37,953**	**50,790**	**51,540**	**51,540**	**720**
0202	Outside Printing	60	400	27	200	300	300	
0203	Postage	3	0	49	50	50	50	
0204	Conference & Meetings	540	1,800	0	1,000	1,800	1,800	
0206	Advertising & Publication	6,767	9,850	4,604	7,000	8,000	8,000	
0218	Maintenance of Software	0	390	20	100	580	580	
0227	Cellular Telephone	2,010	4,320	2,743	3,470	4,320	4,320	
0233	Other Ser/Televising Mtng	6,883	7,500	1,946	7,000	7,000	7,000	
0236	Outside Services	0	250	280	280	250	250	
0255	IS Services / Internal	5,180	4,730	3,548	4,730	12,600	12,600	
0258	GIS Services/Internal	0	670	502	670	740	740	
	Contractual Services	**21,443**	**29,910**	**13,719**	**24,500**	**35,640**	**35,640**	**5,730**
0301	Office Supplies	0	100	0	0	100	100	
0302	Inhouse Printing	0	20	0	0	20	20	
0303	Computer Oper Supplies	0	50	0	0	50	50	
0308	Books and Periodicals	52	50	0	0	50	50	
0333	All Other Supplies	368	100	38	100	100	100	
	Supplies & Materials	**420**	**320**	**38**	**100**	**320**	**320**	**0**
	OPERATIONS	**71,572**	**81,050**	**51,710**	**75,390**	**87,500**	**87,500**	**6,450**
COUNCIL		**71,572**	**81,050**	**51,710**	**75,390**	**87,500**	**87,500**	**6,450**
							Percent Budget Change	**7.96%**

DEPARTMENT OF THE MAYOR

Department Head

Jane Lang

Major Activities

As Chief Executive Officer of the City, the Mayor is responsible for management of all City departments, supervising City staff, and providing direction for long term planning. The Mayor chairs the Common Council, Plan Commission, Board of Public Works and serves on the Water Commission.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$237,470	$248,960	$264,020	6.05%	$264,020	6.05%
No. of Employees (FTE)	2	2.00	2.00	0%	2.00	0%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor **$0**

Mayor's Comments:

No changes recommended.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Mayor's Office	Mayor's Office/City Publication
Program:	**Submitted by:**
General Government	Jane B. Lang

MAYOR'S OFFICE 0201-701

Goals and Responsibilities:
The Neenah Mayor serves as the City's chief executive officer and is elected for a four-year term. The Mayor is responsible for the day-to-day management of all City departments with all department heads reporting to this office. Through the Five-Year Capital Expenditure Plan and annual Operating Budget, the Mayor proposes major programs and priorities for Council consideration, communicating a clear vision for the community's future growth and development. Communication with the Council, staff and most importantly the public, responsiveness to citizen concerns, proactive problem solving and creative management of City business are the focal points of the Mayor's responsibilities.

Activities:
Based on the above responsibilities, the Mayor serves all Neenah citizens, responding promptly to their concerns and charting a direction for the community that will make Neenah a better place to live. In addition to working with department heads to present a Five-Year Capital Expenditure Plan and annual Operating and Capital Budget for Council consideration, the Mayor chairs the Common Council and Plan Commission meetings and serves as a member of the Water Commission. Either the Mayor or her designee serve on the Bergstrom-Mahler Museum Board and the Mayor is an ex-officio member of the Future Neenah Board of Directors. She represents the City at a wide-range of civic events both in Neenah and the surrounding communities. The Mayor supervises City staff, conducts performance evaluations of department heads, participates in the selection process of key staff, conducts regular department head meetings, meets with and communicates with employees, regularly updates the Council, and meets with interested citizens. The Mayor is responsible for promoting the community, directing long-range planning and developing consensus toward implementing those plans. She is also responsible for supervising the day-to-day operations of the City.

2022 Activities:

- Sworn into office on April 19th
- Created a mission/image/branding group to ensure consistency in messaging particularly on social media
- Created a 150th celebration committee to oversee activities related to next year's sesquicentennial – meeting regularly to plan and coordinate events
- Created the mayor's task force on Arrowhead Park – have held multiple meetings with the group that is facilitated by a local marketing expert
- Presented the 2022-2026 CIP to Council - CIP approved on August 3rd
- Participated in the ground breaking for Theda Care's expansion at their historic site on Doty Island
- Met with all department heads kicking off the Carlson Dettman salary evaluation – that process is on-going but has involved multiple meetings with former HR director, Lindsay Kehl, as well as with Heather Barber and Patrick Glynn of Carlson Dettman- first presentation to Finance Committee on August 29
- Contracted with UTech group for working on establishment and implementation of culture goals for city employees in an effort to address significant challenges with retention and recruitment
- Continued participation on the police department expansion planning team
- Ribbon cutting on the new Jewelers Park Trail – a great enhancement to trail opportunities for Neenah residents
- Ribbon cutting on new Shattuck Park fountain – another great amenity for Neenah's residents

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Mayor's Office	**Budget:** Mayor's Office/City Publication
Program: General Government	**Submitted by:** Jane B. Lang

- Met with multiple business leaders in downtown area regarding parking needs – pursued action on creation of a downtown ramp – successfully re-engaged the First Presbyterian Church in conversations on this topic
- Hosted Governor Evers for visit to Neenah; separately hosted an economic roundtable led by Secretary Barca (Wisconsin DOR)
- Continued work on the website refresh with Director Wenninger – also worked on evaluation of city wide application possibilities
- Continued networking with local municipalities and organizations such as the Fox Cities Chamber, Economic Development Council, Fox Cities CVB (continue serving on its executive board), and the League of Wisconsin Municipalities
- Continued participation in WHBY monthly radio show, connected with new local paper "Neenah News", participated in WFRV morning show, maintained relationships with other local media outlets
- Kicked off the budget season for the city – ongoing meetings with dept. heads throughout Sept. and Oct. as we face multiple challenges including supply chain issues, recruitment and retention of employees, and inflationary pressures
- Accepted resignations of two department heads (HR Director and City Attorney) and initiated process for their replacement – accepted planned retirement of Finance Director and initiated process to begin search for replacement
- After search, interview, and background check process, recommended David Rashid as new City Attorney – Mr. Rashid was sworn in on August 17th
- Very thankfully re-hired Joni Heinz as mayor's administrative assistant on August 8th

2023 Goals/Plans:

- In 2023 our focus will be on continuing a high level of service to the residents of the City. We will seek to fill vacancies at the City with top quality employees.
- We will strive to be an exceptional community that offers a high quality of life experience for our residents.
- Keeping our citizens safe is a top priority as we continue to make appropriate and very necessary investments in public safety.
- We will address the changing economic pressures we're facing (inflation, supply chain problems, etc) with a pragmatic yet proactive approach – creativity with budgeting and planning will be emphasized.
- We will seek to implement improvements to our "company" culture at the City with intended outcomes being better worker satisfaction, retention of current employees, and recruitment of new employees.
- We will further investigate grant opportunities to assist with meeting our budget goals.
- We will continue to emphasize controlled growth and appropriately manage our opportunities for the future.
- As mayor, I have committed to being accessible to citizens and will maintain that commitment.

City Publication

The City will continue to prepare and publish a quarterly newsletter to be mailed out to all residents. With the expected retirement of Library Director Raab in 2023, it has been proposed to hire outside services for the editing process that takes place for the production of the newsletter. That increase in cost for the newsletter is reflected in the 2023 budget.

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
MAYOR'S OFFICE								
OPERATIONS (0201-701)								
0101	Salaries	123,959	127,860	79,243	114,700	131,370	131,370	
0110	Health Insurance	34,960	36,830	21,490	30,690	36,830	36,830	
0111	Fringes	23,292	23,640	14,650	21,200	24,410	24,410	
0123	Auto Allowance	450	450	338	450	450	450	
	Personal Services	**182,661**	**188,780**	**115,721**	**167,040**	**193,060**	**193,060**	**4,280**
0202	Outside Printing	1,283	1,200	94	1,300	1,300	1,300	
0203	Postage	170	300	125	300	350	350	
0204	Conference & Meetings	50	900	150	500	500	500	
0207	Dues & Memberships	7,074	7,100	7,332	7,340	8,110	8,110	
0218	Maintenance of Software	90	220	114	120	80	80	
0227	Cellular Telephone	0	0	635	760	480	480	
0236	Outside Services	166	100	1,381	38,950	100	100	
0254	Printer / Copies	60	160	51	160	60	60	
0255	IS Services / Internal	8,590	7,690	5,767	7,690	12,000	12,000	
0258	GIS Services/Internal	0	1,110	833	1,110	1,230	1,230	
0261	Misc Expenditures	797	400	453	460	400	400	
0262	Public Relations	155	400	68	200	200	200	
	Contractual Services	**18,435**	**19,580**	**17,003**	**58,890**	**24,810**	**24,810**	**5,230**
0301	Office Supplies	374	150	188	200	200	200	
0302	Inhouse Printing	0	50	0	0	50	50	
0308	Books and Periodicals	0	50	60	60	50	50	
0344	Small Equipment	0	50	0	0	50	50	
0347	Small Computer Hardware	0	50	402	410	50	50	
	Supplies & Materials	**374**	**350**	**650**	**670**	**400**	**400**	**50**
0531	Community Contribution	4,290	7,200	2,955	3,000	7,200	7,200	
	Other	**4,290**	**7,200**	**2,955**	**3,000**	**7,200**	**7,200**	**0**
	OPERATIONS	**205,760**	**215,910**	**136,329**	**229,600**	**225,470**	**225,470**	**9,560**
CITY PUBLICATION (0202-701)								
0202	Outside Printing	20,899	20,000	10,504	20,000	25,000	25,000	
0203	Postage	8,236	8,500	6,446	8,500	9,000	9,000	
	Contractual Services	**29,135**	**28,500**	**16,950**	**28,500**	**34,000**	**34,000**	**5,500**
	CITY PUBLICATION	**29,135**	**28,500**	**16,950**	**28,500**	**34,000**	**34,000**	**5,500**
LEAN TRAINING (0203-701)								
0115	Schools/Seminars/Training	2,575	4,550	806	2,000	4,550	4,550	
	Personal Services	**2,575**	**4,550**	**806**	**2,000**	**4,550**	**4,550**	**0**
	LEAN TRAINING	**2,575**	**4,550**	**806**	**2,000**	**4,550**	**4,550**	**0**
MAYOR'S OFFICE		**237,470**	**248,960**	**154,085**	**260,100**	**264,020**	**264,020**	**15,060**
							Percent Budget Change	**6.05%**

CITY OF NEENAH REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES	**Department/Office:** Mayor **Program:** General Government	**Budget:** Mayor's Office **Submitted by:** Jane Lang

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved Budget for 2022	Current Estimate for 2022	Requested For 2023
POSITION TITLE	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.			
FULL TIME							
Mayor	6,802 mo.	1.00	6,802 mo.	1.00	$80,930	$79,330	$81,630
Administrative Assistant	Grade G3	1.00	Grade G3	1.00	46,930	35,370	49,740
OTHER COMPENSATION							
Accrued Wages	-		-		0	0	0
TOTAL	XXX	2.00	XXX	2.00	$127,860	$114,700	$131,370

DEPARTMENT OF FINANCE

Department Head

Michael Easker/Andy Kahl

Major Activities

The Department provides comprehensive direction and control of all City financial policies and programs. It also carries out all statutory Controller and Treasurer functions, which include accounts payable; accounts receivable; payroll; financial reporting; cash collection; banking and investments; borrowing and debt service; utility billing and collection; maintaining property tax rolls; budget preparation and administration; and preparation of independent audit report. Other duties include risk management and insurance, purchasing, pet licensing and cemetery.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$1,209,830	$1,205,820	$1,243,840	3.15%	$1,243,840	3.15%
No. of Employees (FTE)	8.67	8.67	8.67	0.00%	8.67	0.00%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Finance/Risk Management **$0**

Mayor's Comments:

No changes recommended.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Finance	**Budget:** Finance Operations
Program: General Government	**Submitted by:** Michael Easker

Goals/Responsibilities:
Direct and control City fiscal programs. Carry out all statutory Controllership and Treasury functions including maintaining financial systems for all City funds. Provide financial analyses and participate in City policy-making processes. Prepare and administer the various City budgets. Report utilization of revenues and expenditures and budget conditions to the City Council, Mayor, operating departments, the public and other government agencies and make analyses related thereto. Administer City's borrowing, risk control and insurance programs. Direct independent audits, make recommendations and implement practices for improved financial administration, fiscal management and internal control practices.

Activities:
Collect and disburse monies according to legal and budgetary responsibilities. Account for City, School District, County and State property tax collections. Pre-audit all claims against the City. Prepare payrolls. Oversee all debt issuance and payments. Prepare statements reporting fiscal condition of City for internal management and state and federal agencies. Manage cost distribution systems. Handle other fiscally related activities per Council and Mayoral directives. Carry out annual independent audit and all GASB reporting requirements. Forecast cash flow for investments and fiscal planning, including initiating and monitoring all City investments. Determine financial impact of annexations, tax increment districts and operating program changes. Oversee employees' deferred compensation program. Maintain central control over office supply and administrative equipment purchasing. Manage central administrative services including insurance, purchasing, mail, etc. Assist in administration of NuPark parking permit and fine collection program. Responsible for all accounting and financial reporting related functions of the Neenah Water Utility, along with the utility billing system for the water, sewer and storm water utilities. Manage City's various casualty insurance and risk management program activities. Assist City Attorney in labor contract negotiation process. Provide accounting, payroll and risk management services to Neenah-Menasha Fire Rescue. Represent the City with the Cities and Villages Mutual Insurance Company, the Fox Cities Hotel Room Tax Commission, League of Wisconsin Municipalities and Winnebago County Solid Waste Board. Also provide representation on the City's Board of Public Works.

2022 Accomplishments:
- Successfully issued $15,260,000 in G.O. Promissory Notes to finance 2022 capital projects.
- Successfully refunded $970,000 in 2012 G.O. Bonds at a present value savings of 8.018%.
- Successfully refunded $10,055,000 in CDA Lease Revenue Bonds to Taxable G.O. Bonds at present value savings to the City of 3.982%.
- City's AA/Stable bond rating was again affirmed by Standard and Poors. This bond rating continues to put the City of Neenah in the top echelon of all comparable bond ratings in the nation, enhancing the City's reputation and credit worthiness. This translates into a substantial savings of taxpayers' funds due to lower interest costs on future borrowing by the City.
- Completion of 2021 audit, including issuance of unqualified audit opinion. Audit completed with ongoing trend of very few, if any, auditor adjustments required as well as resolution of internal control deficiencies.
- Received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the 36th consecutive year.
- Continued to implement all requirements related to the Governmental Accounting Standards Board pronouncements, including GASB No. 40 (Enhanced Investment Reporting Standards), GASB No. 44 (Economic Condition Reporting) and GASB No. 45 (Other Post Employment Benefits Reporting), GASB No. 51 (Accounting and Financial Reporting for Intangible Assets), GASB No. 54 (Fund Balance Reporting) and GASB 89 Accounting for Interest incurred before the End of a Construction Period), as well as Statement on Auditing Standards (SAS) No. 112 (Communicating Internal Control Matters Identified in an Audit).
- Department processed approximately: Accounts Payable/Accounts Receivable/Payroll – 9,500 payment vouchers, 7,000 P-card transactions, 10,000 payroll direct deposits, 2,500 vendor checks and 750 invoices; Treasurer/Utility Billing – 40,000 cash/check transactions, 37,700 credit card/e-check transactions, 4,900 direct deposits, 3,200 debit card transactions, 3,400 ACH transactions, 220 money orders, 10,550 property tax bills and 53,000 utility service invoices.
- In cooperation with various departments, continued evaluation and trouble-shooting of parking system software.
- Implemented online Boat Launch Parking Permits using the parking system software.
- Implemented Click2Gov Utility Billing portal, providing utility customers with online access to utility invoices, consumption data, payment options and more.
- Added approximately 1,000 utility customers to automatic withdrawal payments, reducing in-person staff labor.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Finance	**Budget:** Finance Operations
Program: General Government	**Submitted by:** Michael Easker

2022 Accomplishments (cont'd):

- Continue phased implementation of new CIMS cemetery software to the public.
- Extensive implementation of SeamlessDocs software to provide citizens and businesses online access and payment options for various documents and forms that were previously only available in person. Forms and documents now available online through SeamlessDocs include Pet License, Code Enforcement/Special Assessment payment, and Cemetery payments. Utility billing forms include move in/move out requests, account change requests, and automatic withdrawal.

2023 Goals/Plans:

- Implement an "e-notification" feature on the Click2Gov Utility Billing portal, allowing customers the option to forgo a paper utility invoice.
- Implement Central Square Purchasing & Inventory module, creating more efficient invoice approval process and electronic document imaging.
- Implement the use of electronic funds transfer (EFT) payments for accounts payable, reducing risk of check fraud.
- Ongoing analysis of parking enforcement and permitting solutions.
- Ongoing cemetery verification and updates to the new CIMS program.
- Continue to add and update staff procedure books.
- Continue to explore opportunities to use LEAN tools and methods to create greater departmental and organization efficiency.
- Prepare to implement all requirements related to the Governmental Accounting Standards Board new pronouncements, including GASB No. 87 (Leases), GASB No. 89 (Construction Period Interest) and GASB No. 91 (Conduit Debt).

Major Increases (Decreases) in 2023 Budget Request: None.

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
FINANCE OPERATIONS/CAP. OUTLAY								
OPERATIONS (0501-703)								
0101	Salaries	370,148	369,210	273,657	362,650	362,980	362,980	
0103	Temporary Wages	5,737	2,600	2,805	4,000	5,000	5,000	
0110	Health Insurance	103,090	109,720	73,050	100,510	109,280	109,280	
0111	Fringes	67,441	65,690	48,791	64,710	66,640	66,640	
0123	Auto Allowance	0	0	11	20	0	0	
	Personal Services	**546,416**	**547,220**	**398,314**	**531,890**	**543,900**	**543,900**	**(3,320)**
0202	Outside Printing	2,866	3,250	1,162	3,000	3,000	3,000	
0203	Postage	6,982	7,300	2,944	7,300	8,000	8,000	
0204	Conference & Meetings	1,961	3,500	2,912	3,500	3,500	3,500	
0205	Debit Card Charges	3,855	3,000	3,076	5,000	5,000	5,000	
0207	Dues & Memberships	1,739	1,700	1,715	1,720	1,740	1,740	
0210	Maintenance of Hardware	1,372	1,010	1,060	1,060	1,200	1,200	
0212	Maint of Office Equipment	532	550	0	0	550	550	
0218	Maint of Software	1,640	1,700	2,616	2,620	2,200	2,200	
0227	Cellular Telephone	480	480	360	480	480	480	
0254	Printer / Copies	3,019	3,260	2,318	3,260	3,120	3,120	
0255	IS Services / Internal	53,770	38,150	28,613	38,150	52,200	52,200	
0258	GIS Services/Internal	0	5,880	4,410	5,880	6,500	6,500	
	Contractual Services	**78,216**	**69,780**	**51,186**	**71,970**	**87,490**	**87,490**	**17,710**
0301	Office Supplies	1,587	2,300	1,806	2,300	2,300	2,300	
0302	Inhouse Printng/Dist Cost	0	20	0	0	0	0	
0303	Computer Oper Supplies	156	300	154	300	300	300	
0308	Books and Periodicals	645	500	528	530	500	500	
0333	All Other Supplies	37	50	27	50	50	50	
0343	Small Program Packages	0	300	0	0	300	300	
0344	Small Equipment	1,038	500	0	0	500	500	
0347	Small Computer Hardware	1,594	1,000	2,056	2,060	1,000	1,000	
	Supplies & Materials	**5,057**	**4,970**	**4,571**	**5,240**	**4,950**	**4,950**	**(20)**
CAPITAL OUTLAY-FINANCE								
8115	Computer Hardware Outlay	3,437	7,000	7,768	7,770	1,000	1,000	
	Capital Outlay	**3,437**	**7,000**	**7,768**	**7,770**	**1,000**	**1,000**	**(6,000)**
	FINANCE OPERATIONS	**633,126**	**628,970**	**461,839**	**616,870**	**637,340**	**637,340**	**8,370**
							Percent Budget Change	**1.33%**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
ANNUAL FINANCIAL AUDIT/GASB #34 Impl (0505-703)								
0103	Temporary Wages	0	400	0	0	0	0	
0111	Fringes	0	70	0	0	0	0	
	Personal Services	**0**	**470**	**0**	**0**	**0**	**0**	**(470)**
0202	Outside Printing	310	400	140	400	400	400	
0203	Postage	156	60	0	0	60	60	
0204	Conference & Meetings	0	500	0	500	500	500	
0232	Accounting & Auditing	51,980	52,500	40,557	52,500	54,500	54,500	
	Contractual Services	**52,446**	**53,460**	**40,697**	**53,400**	**55,460**	**55,460**	**2,000**
	ANNUAL FINANCIAL AUDIT	**52,446**	**53,930**	**40,697**	**53,400**	**55,460**	**55,460**	**1,530**
							Percent Budget Change	**2.84%**
RISK MANAGEMENT (0507-703)								
0204	Conference & Meetings	213	300	0	300	300	300	
0239	Misc Insurance	1,211	2,500	1,554	2,500	3,000	3,000	
0244	Pollution Insurance	4,308	5,000	6,485	6,490	7,600	7,600	
0245	Property Insurance	63,815	67,000	67,874	67,880	72,000	72,000	
0246	Liability Insurance	69,154	74,100	69,534	69,540	73,020	73,020	
0247	Auto Insurance	39,747	41,750	39,965	39,970	43,570	43,570	
0248	Boiler:Machine Insurance	5,002	5,250	5,148	5,150	6,030	6,030	
0271	Self-Insured Direct Costs	70,000	69,000	52,500	69,000	70,000	70,000	
	Contractual Services	**253,450**	**264,900**	**243,060**	**260,830**	**275,520**	**275,520**	**10,620**
	RISK MANAGEMENT	**253,450**	**264,900**	**243,060**	**260,830**	**275,520**	**275,520**	**10,620**
							Percent Budget Change	**4.01%**
PROPERTY DAMAGE (0509-703)								
0721	Police	0	0	7,793	8,000	0	0	
0723	Fire	1,113	0	4,852	5,000	0	0	
0737	Public Works	24,601	0	0	0	0	0	
0793	Community Development	1,604	0	0	0	0	0	
0799	Undesignated	0	5,000	0	0	5,000	5,000	
	Other	**27,318**	**5,000**	**12,645**	**13,000**	**5,000**	**5,000**	**0**
	PROPERTY DAMAGE	**27,318**	**5,000**	**12,645**	**13,000**	**5,000**	**5,000**	**0**
							Percent Budget Change	**0.00%**
PURCHASING/P-CARD (0511-703)								
0103	Temporary Wages	0	700	0	0	0	0	
0111	Fringes	0	180	0	0	0	0	
	Personnel Services	**0**	**880**	**0**	**0**	**0**	**0**	**(880)**
	PURCHASING/P-CARD	**0**	**880**	**0**	**0**	**0**	**0**	**(880)**
							Percent Budget Change	**-100.00%**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
CENTRAL SERVICES (0515-703)								
0203	Postage	1,170	1,600	1,276	1,600	1,600	1,600	
0207	Dues & Memberships	0	300	201	300	300	300	
0212	Maint of Office Equipment	405	500	405	500	500	500	
0236	Outside Services	2,610	2,500	2,064	2,600	2,600	2,600	
0252	Rental of Equipment	2,135	650	900	900	2,000	2,000	
	Contractual Services	**6,320**	**5,550**	**4,846**	**5,900**	**7,000**	**7,000**	**1,450**
0301	Office Supplies	3,531	4,500	2,279	4,500	4,500	4,500	
0303	Computer Oper Supplies	0	100	0	0	100	100	
0333	All Other Supplies	0	100	0	0	100	100	
0344	Small Equipment	1,330	200	915	920	200	200	
	Supplies & Materials	**4,861**	**4,900**	**3,194**	**5,420**	**4,900**	**4,900**	**0**
	CENTRAL SERVICES	**11,181**	**10,450**	**8,040**	**11,320**	**11,900**	**11,900**	**1,450**
							Percent Budget Change	**13.88%**
UTILITY BILLING (0525-703)								
0101	Salaries	83,680	87,980	65,985	87,980	91,030	91,030	
0110	Health Insurance	24,930	25,550	19,170	25,550	27,790	27,790	
0111	Fringes	15,020	15,490	11,618	15,490	16,710	16,710	
	Personal Services	**123,630**	**129,020**	**96,773**	**129,020**	**135,530**	**135,530**	**6,510**
0202	Outside Printing	863	2,500	2,254	2,500	2,500	2,500	
0203	Postage	20,700	23,000	14,900	23,000	23,500	23,500	
0204	Conference & Meetings	0	700	500	700	700	700	
0205	Debit Card Charges	3,607	3,000	2,552	3,500	3,500	3,500	
0236	Outside Services	8,963	5,500	6,502	8,000	8,000	8,000	
0255	IS Services / Internal	14,620	10,080	7,560	10,080	14,400	14,400	
0258	GIS Services/Internal	0	4,990	3,742	4,990	5,510	5,510	
	Contractual Services	**48,753**	**49,770**	**38,010**	**52,770**	**58,110**	**58,110**	**8,340**
0303	Computer Oper Supplies	0	100	0	0	100	100	
0347	Small Computer Hardware	156	200	248	250	200	200	
	Supplies & Materials	**156**	**300**	**248**	**250**	**300**	**300**	**0**
	UTILITY BILLING	**172,539**	**179,090**	**135,031**	**182,040**	**193,940**	**193,940**	**14,850**
							Percent Budget Change	**8.29%**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
WATER UTILITY (0526-703)								
0101	Salaries	39,660	41,400	31,050	41,400	42,510	42,510	
0103	Temporary Wages	1,000	1,000	750	1,000	1,000	1,000	
0110	Health Insurance	11,810	12,040	9,000	12,040	12,670	12,670	
0111	Fringes	7,300	7,460	5,595	7,460	7,800	7,800	
	Personal Services	**59,770**	**61,900**	**46,395**	**61,900**	**63,980**	**63,980**	**2,080**
0204	Conference & Meetings	0	500	0	500	500	500	
0236	Outside Services	0	200	0	200	200	200	
	Contractual Services	**0**	**700**	**0**	**700**	**700**	**700**	**0**
	WATER UTILITY	**59,770**	**62,600**	**46,395**	**62,600**	**64,680**	**64,680**	**2,080**
							Percent Budget Change	**3.32%**
FINANCE		**1,209,830**	**1,205,820**	**947,707**	**1,200,060**	**1,243,840**	**1,243,840**	**38,020**
							Percent Budget Change	**3.15%**

CITY OF NEENAH
REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES

Department/Office:	**Budget:**
Finance	Finance Operations
Program:	**Submitted by:**
General Government	Michael Easker

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved	Current	Requested
	Grade/Monthly		Grade/Monthly		Budget	Estimate	For
POSITION TITLE	Sal./Hr. Rate	No.	Sal./Hr. Rate	No.	for 2022	for 2022	2023
FULL TIME							
Director	Grade S3	1.00	Grade S3	1.00	$121,560	$115,000	$105,000
Deputy Director	Grade L3	1.00	Grade L3	1.00	69,210	69,210	70,890
Assistant Treasurer	Grade K3	1.00	Grade K3	1.00	62,790	62,790	63,850
Payroll - A/P - A/R Coordinator	Grade H3	1.00	Grade H3	1.00	55,890	55,890	56,310
Utility Billing Coordinator	Grade G3	1.00	Grade G3	1.00	51,620	51,620	46,570
Office Manager	Grade G3	1.00	Grade G3	1.00	34,800	34,800	43,000
Accounting Clerk	Grade G3	1.00	Grade G3	1.00	42,640	42,640	43,700
Cashier	Grade F3	1.00	Grade F3	1.00	35,380	35,380	42,000
Subtotal		8.00		8.00	$473,890	$467,330	$471,320
PART-TIME							
Cashier	Grade EH	0.67	Grade EH	0.67	24,700	24,700	25,200
OTHER COMPENSATION							
Accrued Wages	-		-		0	0	0
TEMPORARY							
Intern/Co-op Student	12.00/hr.		14.00/hr.		4,700	5,000	6,000
TOTAL	XXX	8.67	XXX	8.67	$503,290	$497,030	$502,520

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DEPARTMENT OF LEGAL & ADMINISTRATIVE SERVICES

Department Head

David Rashid

Major Activities

The Department is an internal service agency consisting of the all City Attorney and City Clerk functions.

Activities of the City Attorney include providing legal advice to the Mayor, Common Council and department heads; conducting all pre-trial hearings and trials in municipal court; and representing the City in litigated matters in the Circuit and Appellate Courts of Wisconsin. The City Clerk's office provides record retention and management; oversees voter registration and conducts election administration; issues various licenses and acts as Secretary to the Common Council and other Committees.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$472,496	$537,560	$543,670	1.14%	$543,670	1.14%
No. of Employees (FTE)	4.00	4.00	4.00	0.00%	4.00	0.00%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Legal and Administrative Services **$0**

Mayor's Comments:

No changes recommended.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Department of Legal and Administrative Services/City Attorney	**Budget:** City Attorney/ External Legal Services/ADA Compliance
Program: General Government	**Submitted by:** David C. Rashid

Goals/Responsibilities:

Provide legal advice to the Mayor, Common Council, department heads and duly constituted boards and commissions, and conduct all of the legal business in which the City has an interest. Coordinate and supervise litigation involving the City. Aid in the administration of the Equal Opportunity and Fair Labor Standards Acts, Americans with Disabilities Act, employee health and life insurance, unemployment and workers compensation programs. Oversee labor contract administration. Negotiate any matters requiring impact bargaining with the City's labor unions. Designate Risk Management responsibilities. Oversee and assist in the recodification of the Neenah Municipal Code and continuing updates to the code. Supervise the work of the Attorney's Office and City Clerk's Office. Supervise and manage City's response to litigation in which it becomes involved. Fulfill the duties of the Americans with Disabilities Act (ADA) Coordinator.

Activities:

Attend Common Council and Finance and Personnel Committee meetings as well as other committee meetings as requested. Assist in administrative appeals before the Common Council or delegated committee by either prosecuting the City's interest in the matter or advising the appeal tribunal regarding issues of administrative procedure and due process consideration. Member of the Board of Public Works. Represent the City in labor negotiations, including arbitration and mediation proceedings. Research, draft, present pleadings necessary in the prosecution or defense of litigation involving the City. Represent the City in legal disputes. Supervise outside counsel work on behalf of the City. Draft and/or review ordinances, resolutions, contracts, leases and indentures. Negotiate contract terms with the various vendors and service providers to the City. Advise Mayor, Common Council members and other departments as requested. Review and settle liability claims per Cities & Villages Mutual Insurance Company rules and City of Neenah claims policy. Supervise the City Clerk's Office.

2022 Accomplishments:

- Transitioned in as new City Attorney.
- New steps to secure hiring a true paralegal to assist me in DOLAS.
- Met with all department heads and other key figures.
- Drafted Option agreement for ramp site property acquisition (from First Presb. Church)
- Assisted with multiple residential occupancy permits within the City.
- Continued to defend the City against claims by the residents over various matters/properties.
- Assisted Chief and outside counsel in the defense of the police department by two claimants from Wausau, WI.
- Work with several departments on ADA compliance questions/issues.
- Met with Municipal Court staff and judge to on-board prosecutions of ordinance and other violations pending and to be filed.
- Assisted CE officer in review and completion of five new long form complaints.
- Assisted Officer Bone with dangerous dog appeals and procedure and citizen's compliance with supplemental licensure.
- Attended and participated in several meetings of deliberative boards.
- Review of all pending litigation matters, including completing discovery on Lemar Central Outdoor.

2023 Goals/Plans:

- Continue work to update and create necessary City policies, as needed.
- Interview, hire and on-board new paralegal.
- Continue to prosecute municipal court citations and other matters.
- Establish and formalize appeal procedures for dangerous animal, and other appealable violations contemplated by the Code.
- Assist in defense of litigation filed against the City.

Major Increases and Decreases in 2023 Budget Request:

Overall, when including all costs attributable to the City Attorney's office operations, the City Attorney's budget shows a net increase in budget expenditures 2023 under 2022. Increases are due primarily to Salaries and Fringes and IS Services.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Department of Legal and Administrative Services/City Clerk	**Budget:** City Clerk/ Elections/Board of Review
Program: General Government	**Submitted by:** Charlotte Nagel

Goals/Responsibilities:

Provide mandated services to the general public, voter registration, licensing, records retention and management, custody of the Corporate Seal. Act as Secretary to the Council. Administer all elections. Attest and certify to the correctness of the assessment roll and conduct the annual Board of Review.

2022 Accomplishments:

- 2022 Board of Review
- Administered four elections including US Senate and Gubernatorial Races
- Hired and Trained new Deputy Clerk
- Continued poll worker and Chief Inspector training on the overall election process and procedures as well as Badger Books.
- Continued working on implementation of a new indexing system for ordinances, resolutions, agreements, etc. including electronic scanning of records.
- Continued implementation of the Help America Vote Act of 2002 (HAVA); HR811 Voter Confidence and Increased Accessibility Act 2007; 2011 Wisconsin Act 227; 2011 Wisconsin Act 45; the Move Act of 2012; the 2012 Consent Decree reporting requirements and reporting election cost estimates; the on-line Click & Mail Absentee Voting System for military and overseas voters and on-line voter registration and absentee ballot.
- Continue Implementation of numerous Legislative Updates for Elections.

2023 Goals/Plans:

- 2023 Board of Review.
- Administer local Spring Elections.
- Continue training on the Badger Books for staff, poll workers
- Continue implementation of the Help America Vote Act of 2002 (HAVA); HR811 Voter Confidence and Increased Accessibility Act 2007; 2011 Wisconsin Act 227; 2011 Wisconsin Act 45; the Move Act of 2012; the 2012 Consent Decree reporting requirements and reporting election cost estimates; the on-line Click & Mail Absentee Voting System for military and overseas voters and on-line voter registration and absentee ballot.
- Implement numerous Legislative Updates for Elections.
- Continue working on implementation of a new indexing system for ordinances, resolutions, agreements, etc. including electronic scanning of records.
- Continue educating and training new Deputy Clerk on all aspects of the job.

Major Increases (Decreases) in 2023 Budget Request:

City Clerk

- Salary and Fringes: There is a slight increase of $2,230 in salaries and fringes due an increase in the Clerks salary and the hiring of a new Deputy Clerk at a higher rate than their predecessors.
- Schools/Seminars/Training: There is an increase of $500 for the Deputy Clerk to attend the UWGB Clerks and Treasurers Institute.
- Dues & Memberships: There is an increase of $150 for association dues and memberships for the Clerk membership in International Institute of Municipal Clerks Association and both the Clerk and Deputy Clerk member in the Wisconsin Municipal Clerks Association.

Elections

Being an even year, two Spring Elections are budgeted for; Spring Primary held February 15, and Spring Election held April 5. A primary will only be held if necessary. With the lighter election year, the overall election budget was cut in half. Preparing for the future, Election Year 2024 will be a heavy election year with four elections, including the Presidential Election.

Board of Review

- There are no major changes for Board of Review. However, if a revaluation is approved, there is a potential for an increase in costs depending upon the number of objections received.

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
LEGAL & ADMINISTRATIVE SERVICES								
CITY ATTORNEY OPERATION (0901-705)								
0101	Salaries	157,936	138,670	92,843	130,810	165,000	165,000	
0103	Temporary Wages	0	3,500	0	0	0	0	
0110	Health Insurance	34,960	36,830	23,030	32,230	36,830	36,830	
0111	Fringes	26,735	24,380	15,921	22,430	28,170	28,170	
0115	Schools/Seminars/Training	0	450	260	580	550	550	
0123	Auto Allowance	0	200	0	0	200	200	
	Personal Services	**219,631**	**204,030**	**132,054**	**186,050**	**230,750**	**230,750**	**26,720**
0202	Outside Printing	27	50	34	40	50	50	
0203	Postage	83	250	32	50	100	100	
0204	Conferences & Meetings	5,065	6,000	2,554	6,000	6,000	6,000	
0207	Dues & Memberships	2,001	2,500	1,362	2,500	2,500	2,500	
0218	Maint of Software	90	90	95	100	90	90	
0227	Cellular Telephone	563	480	309	480	960	960	
0236	Outside Services	0	0	3,000	3,000	0	0	
0238	Professional Services	456	300	41	50	300	300	
0254	Printer / Copies	502	500	391	500	490	490	
0255	IS Services / Internal	20,270	12,980	9,735	12,980	17,800	17,800	
0258	GIS Services/Internal	0	8,100	6,075	8,100	8,950	8,950	
0261	Misc Expenditures	41	50	0	0	50	50	
	Contractual Services	**29,098**	**31,300**	**23,628**	**33,800**	**37,290**	**37,290**	**5,990**
0301	Office Supplies	535	250	417	420	450	450	
0302	Inhouse Printing	0	10	0	0	10	10	
0303	Computer Oper Supplies	0	50	0	0	50	50	
0308	Books and Periodicals	6,747	6,750	3,620	5,000	4,800	4,800	
0343	Small Program Packages	0	750	0	0	750	750	
0344	Small Equipment	0	200	0	0	200	200	
0347	Small Computer Hardware	118	500	0	0	500	500	
	Supplies & Materials	**7,400**	**8,510**	**4,037**	**5,420**	**6,760**	**6,760**	**(1,750)**
	CITY ATTORNEY OPERATIONS	**256,129**	**243,840**	**159,719**	**225,270**	**274,800**	**274,800**	**30,960**
EXTERNAL LEGAL SERVICES (0905-705)								
0238	Professional Services	1,625	2,000	3,150	3,150	2,000	2,000	
	Contractual Services	**1,625**	**2,000**	**3,150**	**3,150**	**2,000**	**2,000**	**0**
	PROSECUTION/EXTERNAL LEGAL SERVICES	**1,625**	**2,000**	**3,150**	**3,150**	**2,000**	**2,000**	**0**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
CITY CLERK OPERATIONS (0915-705)								
0101	Salaries	99,921	107,000	78,445	110,320	119,750	119,750	
0103	Temporary Wages	3,257	3,000	0	0	0	0	
0110	Health Insurance	34,960	36,830	23,030	32,230	36,830	36,830	
0111	Fringes	18,618	19,340	13,792	19,400	22,020	22,020	
0115	Schools/Seminars/Training	543	1,000	416	600	1,500	1,500	
0123	Auto Allowance	0	100	58	100	100	100	
	Personal Services	**157,299**	**167,270**	**115,741**	**162,650**	**180,200**	**180,200**	**12,930**
0202	Outside Printing	122	200	0	200	200	200	
0203	Postage	1,381	1,500	760	1,500	1,500	1,500	
0204	Conferences & Meetings	49	1,000	79	1,000	1,000	1,000	
0207	Dues & Memberships	115	200	115	200	350	350	
0212	Maint of Office Equipment	0	100	0	100	100	100	
0218	Maint of Software	525	130	143	150	150	150	
0227	Cellular Telephone	428	480	309	480	480	480	
0235	Outside Software Services	0	100	0	100	100	100	
0236	Outside Services	2,729	6,000	1,785	2,500	6,000	6,000	
0254	Printer / Copies	2,010	2,920	1,563	2,920	1,950	1,950	
0255	IS Services / Internal	19,730	10,720	8,040	10,720	20,900	20,900	
0258	GIS Services/Internal	0	6,660	4,995	6,660	7,360	7,360	
	Contractual Services	**27,089**	**30,010**	**17,789**	**26,530**	**40,090**	**40,090**	**10,080**
0301	Office Supplies	877	1,000	459	1,000	1,000	1,000	
0303	Computer Oper Supplies	0	250	0	250	250	250	
0308	Books and Periodicals	640	600	160	600	600	600	
0318	Maps and Records	697	400	600	600	600	600	
0333	All Other Supplies	0	200	163	200	200	200	
0344	Small Equipment	0	250	135	200	200	200	
0347	Small Computer Hardware	225	250	21	250	250	250	
	Supplies & Materials	**2,439**	**2,950**	**1,538**	**3,100**	**3,100**	**3,100**	**150**
	CITY CLERK OPERATIONS	**186,827**	**200,230**	**135,068**	**192,280**	**223,390**	**223,390**	**23,160**
ELECTIONS (0916-705)								
0103	Temporary Wages	13,740	50,000	27,434	36,900	25,000	25,000	
0111	Fringes	544	2,100	1,152	1,550	930	930	
	Personal Services	**14,284**	**52,100**	**28,586**	**38,450**	**25,930**	**25,930**	**(26,170)**
0202	Outside Printing	1,025	3,000	2,964	3,000	1,000	1,000	
0203	Postage	3,612	18,500	13,819	14,500	4,000	4,000	
0206	Advertising & Publication	103	300	366	700	300	300	
0212	Maint of Office Equipment	4,201	5,500	3,738	5,500	5,500	5,500	
0236	Outside Services	3,491	8,000	7,882	8,000	3,500	3,500	
	Contractual Services	**12,432**	**35,300**	**28,769**	**31,700**	**14,300**	**14,300**	**(21,000)**
0301	Office Supplies	293	1,000	1,118	1,200	500	500	
0303	Computer Oper Supplies	0	200	19	200	200	200	
0333	All Other Supplies	399	1,000	579	1,000	400	400	
0342	Tech Service Supplies	0	300	0	300	300	300	
0344	Small Equipment	0	400	429	500	200	200	
	Supplies & Materials	**692**	**2,900**	**2,145**	**3,200**	**1,600**	**1,600**	**(1,300)**
	ELECTIONS	**27,408**	**90,300**	**59,500**	**73,350**	**41,830**	**41,830**	**(48,470)**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
BOARD OF REVIEW (0917-705)								
0103	Temporary Wages	500	700	1,100	1,100	1,100	1,100	
0111	Fringes	7	10	16	20	20	20	
0115	Schools/Seminars/Training	0	100	45	50	100	100	
	Personal Services	**507**	**810**	**1,161**	**1,170**	**1,220**	**1,220**	**410**
0203	Postage	0	30	0	0	30	30	
0206	Advertising & Publication	0	100	128	130	150	150	
0236	Outside Services	0	200	0	0	200	200	
	Contractual Services	**0**	**330**	**128**	**130**	**380**	**380**	**50**
0333	All Other Supplies	0	50	12	20	50	50	
	Supplies & Materials	**0**	**50**	**12**	**20**	**50**	**50**	**0**
	BOARD OF REVIEW	**507**	**1,190**	**1,301**	**1,320**	**1,650**	**1,650**	**460**
LEGAL & ADMIN SERVICES		**472,496**	**537,560**	**358,738**	**495,370**	**543,670**	**543,670**	**6,110**
						Percent Budget Change		**1.14%**

CITY OF NEENAH REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES	**Department/Office:** Legal & Administrative	**Budget:** Legal Services & Administrative
	Program: General Government	**Submitted by:** David Rashid

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved	Current	Requested
	Grade/Monthly		Grade/Monthly		Budget	Estimate	For
POSITION TITLE	Sal./Hr. Rate	No.	Sal./Hr. Rate	No.	for 2022	for 2022	2023
FULL TIME							
City Attorney	Grade T3	1.00	Grade T3	1.00	$101,000	$93,140	$110,000
Legal Assistant/Paralegal	Grade H3	1.00	Grade H3	1.00	37,670	37,670	55,000
City Clerk	Grade M3	1.00	Grade M3	1.00	70,200	73,520	75,750
Deputy Clerk	Grade G3	1.00	Grade G3	1.00	36,800	36,800	44,000
Subtotal		4.00		4.00	245,670	241,130	284,750
OTHER COMPENSATION							
Accrued Wages	-	-	-	-	0	0	0
TEMPORARY							
Board of Review	-	-	-	-	700	1,100	1,100
Election Poll Workers	$120-$215/day	-	$120-$215/day	-	50,000	36,900	25,000
DOLAS Intern	12.00 /hr	-	12.00 /hr	-	6,500	0	0
TOTAL	XXX	4.00	XXX	4.00	$302,870	$279,130	$310,850

DEPARTMENT OF HUMAN RESOURCES AND SAFETY

Department Head

Lindsay Kehl

Major Activities

Human Resources and Safety areas of responsibility include: policy development, recruitment and selection, benefit administration, advising Department Heads on personnel matters, labor relations, safety programs, worker's compensation, implementation and maintenance of merit/system/performance reviews, employee development, compensation, and employee records management.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$270,570	$291,360	$301,960	3.64%	$301,960	3.64%
No. of Employees (FTE)	2.6	2.6	2.6	0.00%	2.6	0.00%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Human Resources & Safety

Mayor's Comments: **$0**

No changes recommended.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Human Resources and Safety	**Budget:** Human Resources and Safety
Program: General Government	**Submitted by:** Lindsay Kehl

Goals/Responsibilities:
Provide personnel administration for City employees to include recruitment, benefits, safety, policy development, salary administration and employee relations. Explore ways to control salary and benefit costs through development/update of plans while keeping them competitive with public and private sector. Recruit, select and hire employees. Act as a resource for department heads, supervisors and employees to counsel, answer employment-related questions and resolve employee-related issues. Conduct and assist in investigations. Responsible for the development, maintenance and organization of employee records, inclusive of safety-related programs, training and workers compensation. Maintain compliance with state and federal laws to include Equal Employment Opportunity, Fair Labor Standards Acts, Americans with Disabilities Act, Family and Medical Leave Act, etc. Designated Risk Management responsibilities. Assist the City Attorney on Labor Relations and Negotiations.

Activities:
Oversee all functions of human resources and safety to include recruitment and selection, compensation, employee benefits, worker's compensation, safety, personnel policies and performance management and discipline.

2022 Accomplishments:
- Filled several vacancies including the hiring and onboarding of a new City Attorney
- In collaboration with our benefit broker, M3 Insurance, we engaged in a multi-year contract with Robin with Health Partners to provide a rate cap for 2023 and 2024 health insurance.
- Facilitated a full salary plan review for all non-union positions with Carlson Dettmann consulting. All staff completed a new Job Description Questionnaire (JDQ) and revised their job descriptions to ensure appropriate placement in the market to ensure the City remains competitive in a shifting labor market. New plan will take effect January 1, 2023.
- Enhanced City of Neenah deferred compensation offerings through strategic partnership with M3 Financial
- Executed the third year of a City-wide training calendar providing a variety of learning opportunities to all staff; including a half day Diversity, Equity and Inclusion training for all City leaders
- Carried out safety initiatives with efforts of the SAFE Team
- Coordinated annual audiograms, random drug screens, etc.
- Worked on HR standardization of work and process standardization
- Advised leadership on personnel and employee relations concerns
- Presented to Finance and Personnel Committee, Council, Water Commission, Joint Finance, Fire Commission, Police Commission, Library Board and Parks and Rec Commission as needed

2023 Goals/Plans:
In addition to activities listed above, assist in the onboarding of a new Director of Human Resources & Safety. Continue standardization of work progress for HR processes and procedures. Large focus on implementation of the new salary plan and a revision of the City's performance evaluation process. Enhanced focus on employee engagement, talent attraction and retention.

Major Increases (Decreases) in 2023 Budget Request: None.

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
HUMAN RESOURCES & SAFETY								
OPERATIONS (1001-707)								
0101	Salaries	179,300	190,210	117,874	164,630	191,650	191,650	
0103	Temporary Wages	0	1,500	15,065	16,000	1,500	1,500	
0110	Health Insurance	17,480	18,410	7,650	12,290	18,410	18,410	
0111	Fringes	26,186	31,640	21,939	29,640	32,690	32,690	
0115	Schools/Seminars/Training	477	200	737	900	500	500	
0123	Auto Allowance	53	100	143	150	150	150	
	Personal Services	**223,496**	**242,060**	**163,408**	**223,610**	**244,900**	**244,900**	**2,840**
0203	Postage	303	300	379	400	350	350	
0204	Conferences & Meetings	3,310	3,000	2,735	2,740	3,000	3,000	
0206	Advertising & Publication	5,802	7,500	3,022	5,000	7,500	7,500	
0207	Dues & Memberships	265	350	80	350	350	350	
0218	Maint of Software	135	130	143	150	130	130	
0227	Cellular Telephone	491	480	305	480	480	480	
0236	Outside Services	11,187	10,500	8,548	10,500	10,500	10,500	
0254	Printer / Copies	2,108	1,640	1,691	1,700	2,180	2,180	
0255	IS Services / Internal	16,250	11,500	8,625	11,500	18,600	18,600	
0258	GIS Services/Internal	0	670	502	670	740	740	
0264	Drug & Alcohol Testing	1,824	2,500	1,556	2,500	2,500	2,500	
0265	EE Safety Compliance Acct	4,225	9,500	4,760	9,500	9,500	9,500	
	Contractual Services	**45,900**	**48,070**	**32,346**	**45,490**	**55,830**	**55,830**	**7,760**
0301	Office Supplies	985	650	477	650	650	650	
0302	Inhouse Printing	0	30	0	30	30	30	
0303	Computer Oper Supplies	0	50	0	50	50	50	
0308	Books and Periodicals	30	50	0	50	50	50	
0347	Small Computer Hardware	159	450	322	450	450	450	
	Supplies & Materials	**1,174**	**1,230**	**799**	**1,230**	**1,230**	**1,230**	**0**
HUMAN RESOURCES & SAFETY		**270,570**	**291,360**	**196,553**	**270,330**	**301,960**	**301,960**	**10,600**
							Percent Budget Change	**3.64%**

CITY OF NEENAH REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES	**Department/Office:** Human Resources & Safety	**Budget:** Human Resources & Safety
	Program: General Government	**Submitted by:** Lindsay Kehl

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved	Current	Requested
	Grade/Monthly		Grade/Monthly		Budget	Estimate	For
POSITION TITLE	Sal./Hr. Rate	No.	Sal./Hr. Rate	No.	for 2022	for 2022	2023
FULL TIME							
Director	Grade S3	1.00	Grade S3	1.00	$104,180	$78,600	$105,000
PART TIME							
HR Admin. Asst (.80 FTE)	Grade HH	0.80	Grade HH	0.80	44,350	44,350	43,920
Recruiter / HR Coordinator	Grade IH	0.80	Grade IH	0.80	41,680	41,680	42,730
OTHER COMPENSATION							
Accrued Wages	-		-		0	0	0
TEMPORARY							
Human Resource	$15.00		$15.00		1,500	16,000	1,500
TOTAL	XXX	2.60	XXX	2.60	$191,710	$180,630	$193,150

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ADMINISTRATION BUILDING

Department Head

Gerry Kaiser

Major Activities

The Department is responsible for the operation and maintenance of the City Administration Building (City Hall), the training center at Fire Station 31, and various city monuments. This includes all building and grounds utilities, cleaning, janitorial and furnishings. This includes 5% of the personal services cost of the Building Manager being charged to the Public Library budget.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$315,588	$287,410	$299,080	4.06%	$299,080	4.06%
No. of Employees (FTE)	0.95	0.95	0.95	0%	0.95	0%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Municipal Building **$0**

Mayor's Comments:

No changes recommended.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Public Works	Municipal Building Operations
Program:	**Submitted by:**
General Government	Gerry Kaiser

Municipal Building
(010-1801)

Goals/Responsibilities:
Maintain and repair the City Administration Building and provide technical advice for other City buildings. Contract for centralized purchases of common custodial services and maintenance supplies. Inspect and maintain mechanical equipment.

2022 Accomplishments:
- Completed Community Development office remodeling.
- Addressed ADA issues in the first floor bathrooms.
- Made new arrangements to televise Common Council meetings.

2023 Goals/Plans:
- Continue addressing handicapped accessibility issues.
- Complete projects identified in the capital improvement program.

Major Increases (Decreases) in 2023 Budget Request:
- Increased Outside Services to account for service cost increases.
- Increased Gasoline & Oil to account for inflation.

Training Center/Redundant Data Center
(010-1802)

Goals/Responsibilities:
Maintain and repair the Training Center/Redundant Data Center located in Fire Station 31 in coordination with NMFR and the Health Clinic.

2022 Accomplishments:
- Maintained facility.

2023 Goals/Plans:
- Maintain facility.
- Continue to coordinate maintenance of Training Center with Information Systems and Neenah-Menasha Fire Rescue.

Major Increases (Decreases) in 2023 Budget Request: None

Monument Maintenance
(010-1803)

Goals/Responsibilities:
Maintain and repair the City's monuments, including the Clock Tower and streetscape sculptures.

2022 Accomplishments:
- Maintained items as appropriate.

2023 Goals/Plans:
- Maintain items as appropriate.

Major Increases (Decreases) in 2023 Budget Request: None

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
MUNICIPAL BUILDING								
OPERATIONS (1801-709)								
0101	Salaries	65,344	57,690	41,832	57,700	58,450	58,450	
0103	Temporary Wages	5,033	6,000	1,238	4,500	6,000	6,000	
0104	Overtime Wages	0	200	0	150	150	150	
0110	Health Insurance	15,550	16,210	12,150	16,210	16,210	16,210	
0111	Fringes	12,370	12,010	7,970	11,720	12,090	12,090	
	Personal Services	**98,297**	**92,110**	**63,190**	**90,280**	**92,900**	**92,900**	**790**
0213	Maint of Motor Vehicles	35	200	20	100	100	100	
0214	Maintenance of Buildings	40,985	30,000	13,195	30,000	30,000	30,000	
0216	Maint of Operating Equip	1,465	1,000	1,615	2,000	2,000	2,000	
0218	Software Maintenance	0	200	0	200	200	200	
0219	Maintenance of Land	496	1,600	2,815	2,820	1,600	1,600	
0221	Telephone	12,856	11,300	8,913	12,000	12,000	12,000	
0222	Electricity	51,536	47,210	34,876	49,000	51,500	51,500	
0223	Natural Gas	13,608	11,150	10,740	14,000	12,500	12,500	
0224	Water & Sewer	3,198	3,310	1,485	3,300	3,450	3,450	
0225	Commercial Dumpster	970	900	485	970	1,000	1,000	
0226	Storm Water	1,386	1,390	693	1,390	1,390	1,390	
0227	Cellular Telephone	66	70	0	0	0	0	
0236	Outside Services	49,224	42,000	33,877	45,000	45,000	45,000	
0237	Pest Control	1,238	900	1,084	1,090	1,000	1,000	
0293	Maint of Motor Veh/Fleet	2,604	1,100	1,587	1,600	1,500	1,500	
0294	Oil and Fluids/Fleet	71	80	42	80	80	80	
0296	Maint of Equipment/Fleet	0	830	0	400	400	400	
	Contractual Services	**179,738**	**153,240**	**111,427**	**163,950**	**163,720**	**163,720**	**10,480**
0301	Office Supplies	76	100	6	100	100	100	
0302	Inhouse Printing	35	10	0	10	10	10	
0303	Computer Operating Supply	162	150	271	280	150	150	
0306	Cleaning/Janitor Supplies	7,716	10,500	5,279	9,000	10,000	10,000	
0310	Gasoline & Oil	1,686	1,280	1,774	1,800	1,800	1,800	
0313	Vehicle Maint Supplies	0	50	0	50	50	50	
0314	Building Maint. Supplies	3,353	4,200	2,628	4,000	4,000	4,000	
0315	Land Maintenance Supplies	222	500	49	300	300	300	
0316	Equip. Maint. Supplies	496	300	102	300	300	300	
0319	Safety Supplies	124	250	561	570	250	250	
0320	Small Tools	1,638	2,500	1,306	2,000	2,500	2,500	
0333	All Other Supplies	2,896	2,200	1,784	2,200	2,200	2,200	
0344	Small Equipment	1,245	1,200	0	1,000	1,200	1,200	
0345	Shop Supplies	122	1,000	885	1,000	1,000	1,000	
	Supplies & Materials	**19,771**	**24,240**	**14,645**	**22,610**	**23,860**	**23,860**	**(380)**
	OPERATIONS	**297,806**	**269,590**	**189,262**	**276,840**	**280,480**	**280,480**	**10,890**
TRAINING/REDUNDANT DATA (1802-709)								
0103	Temporary Wages	100	200	0	100	100	100	
0111	Fringes	6	10	0	10	10	10	
	Personal Services	**106**	**210**	**0**	**110**	**110**	**110**	**(100)**
0214	Maintenance of Buildings	2,908	2,750	1,320	2,100	2,750	2,750	
0216	Maint of Operating Equip	0	200	0	200	200	200	
0219	Maintenance of Land	154	150	0	150	150	150	
0222	Electricity	3,806	3,710	2,871	3,710	3,900	3,900	
0223	Natural Gas	1,687	1,130	1,303	1,400	1,200	1,200	
0224	Water & Sewer	234	240	133	240	240	240	
0225	Commercial Dumpster	0	0	5	170	180	180	
0226	Storm Water	360	250	180	470	470	470	
0236	Outside Services	1,685	1,200	1,694	1,700	1,200	1,200	
0237	Pest Control	115	110	58	120	120	120	
	Contractual Services	**10,949**	**9,740**	**7,564**	**10,260**	**10,410**	**10,410**	**670**
0306	Cleaning/Janitor Supplies	302	300	514	520	350	350	
0314	Building Maint. Supplies	49	100	0	100	100	100	
0333	All Other Supplies	59	50	3	50	50	50	
	Supplies & Materials	**410**	**450**	**517**	**670**	**500**	**500**	**50**
	TRAINING/REDUNDANT DATA	**11,465**	**10,400**	**8,081**	**11,040**	**11,020**	**11,020**	**620**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
MONUMENT MAINTENANCE (1803-709)								
0102	Hourly Wages	0	0	82	90	0	0	
0110	Health Insurance	0	0	0	0	0	0	
0111	Fringes	0	0	15	20	0	0	
	Personal Services	**0**	**0**	**97**	**110**	**0**	**0**	**0**
0222	Electricity	1,487	1,230	865	1,230	1,290	1,290	
0226	Storm Water	84	90	42	90	90	90	
0236	Outside Services	11	100	0	100	100	100	
	Contractual Services	**1,582**	**1,420**	**907**	**1,420**	**1,480**	**1,480**	**60**
0333	All Other Supplies	0	0	405	410	100	100	
	Supplies & Materials	**0**	**0**	**405**	**410**	**100**	**100**	**100**
	MONUMENT MAINTENANCE	**1,582**	**1,420**	**1,409**	**1,940**	**1,580**	**1,580**	**160**
CAPITAL OUTLAY (1881-709)								
8108	Office Furniture & Equip.	3,690	4,000	3,094	3,160	4,000	4,000	
8133	All Other Equipment	1,045	2,000	2,875	2,880	2,000	2,000	
	CAPITAL OUTLAY	**4,735**	**6,000**	**5,969**	**6,040**	**6,000**	**6,000**	**0**
MUNICIPAL BUILDING		**315,588**	**287,410**	**204,721**	**295,860**	**299,080**	**299,080**	**11,670**
							Percent Budget Change	**4.06%**

CITY OF NEENAH
REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES

Department/Office:	**Budget:**
Public Works	Municipal Building Operations
Program:	**Submitted by:**
General Government	Gerry Kaiser

	STAFFING				**SALARIES & WAGES**		
	Current Budget		**Requested Budget**		**Approved Budget for 2022**	**Current Estimate for 2022**	**Requested For 2023**
POSITION TITLE	**Grade/Monthly Sal./Hr. Rate**	**No.**	**Grade/Monthly Sal./Hr. Rate**	**No.**			
FULL TIME							
Buildings Manager	Grade L3	0.95	Grade L3	0.95	$62,120	$62,120	$63,090
OTHER COMPENSATION							
Accrued Wages	-		-		0	0	0
Overtime	-		-		200	150	150
TEMPORARY							
Building Maint. Assistance	12.00 / hr.		12.00 / hr.		6,200	4,600	6,100
TOTAL	XXX	0.95	XXX	0.95	$68,520	$66,870	$69,340

NEENAH POLICE DEPARTMENT

Department Head

Aaron Olson

Major Activities

The Police Department is committed to the City's goal of enhancing the quality of life in Neenah. We provide the historical core functions of policing - protecting lives and property - and add an emphasis on protecting rights, as well. Our operating philosophy recognizes our reliance upon community participation and interaction. Most of our programs are community partnerships. Our primary services include neighborhood policing, crime prevention, criminal investigation, School Recource Officers, traffic and pedestrian safety, and order maintenance. Supporting programs and services include code enforcement, animal control, nuisance and abatement, neighborhood watch, "Charlie Check-First", school crossing guards, honor guard,and many other programs. We staff a full-time Community Policing Coordinator, drug enforcement investigator, two School Resource Officers, Traffic Safety Officer, Professional Standards/Testing Lieutenant, investigators, two police K9 teams, one station dog team, an on-call emergency response and tactical team, as well as many other specialty assignments.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$6,933,427	$7,581,800	$8,109,050	6.95%	$7,856,410	3.62%
No. of Employees (FTE)	53.20	55.20	58.20	5.43%	55.20	0.00%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Police **($252,640)**

Mayor's Comments:

The Police Department 2023 budget included the request to add three additional staff positions. Those positions with annual costs are Police Captain ($142,570), Investigator ($126,150) and Behavioral Health Officer ($116,760). While the safety of our community is paramount, operating budget constraints have led me to not recommend any of the three positions at this time.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Police	**Budget:** Police Operations
Program: Public Safety	**Submitted by:** Aaron L. Olson

Goals/Responsibilities:
We are Neenah's Guardians. We keep our community safe, while respecting the rights and dignity of every person we have contact with, whether victim, witness or suspect. The two major emphases of our department are: to treat all people with dignity and respect and to have out-of-squad-car experiences with our community.

Activities:

The most common complaints we receive at the Neenah Police Department are traffic-related concerns. Speeding is typically the number one complaint, followed by complaints of people who don't know how to properly and lawfully navigate a roundabout.

Due to these recurring traffic issues and limited staffing resources, we have created a new traffic safety officer (TSO) position within the department, which started in May of 2022. The TSO promotes and facilitates the smooth and orderly flow of traffic to reduce traffic congestion, reduces the number and severity of traffic crashes, reduces motor vehicle violations within the city, and promotes overall traffic safety for motorists, bicyclists, and pedestrians.

The Neenah Police Department is committed to strict enforcement of all hazardous violations that contribute to personal injury, death, or serious property damage. These violations include, but are not restricted to:

- Operation of a vehicle by a driver under the influence of alcohol/drugs
- Operation of a vehicle after driving privileges have been suspended or revoked
- Speed violations
- Other hazardous violations
- All violations identified in the course of an accident investigation
- Pedestrian/bicycle violations likely to lead to injury or death
- Major accidents involving severe injuries or death
- Reckless driving

The purpose of the TSO is to protect lives and property through aggressive, proactive enforcement of motor vehicle laws and education of our community. An emphasis is being placed on enforcement of the motor vehicle laws of the State of Wisconsin and established codes by the City of Neenah.

In 2022, the Neenah Police Department hired six new patrol officers, four new Community Service Aides and four professional staff members.

Most of our regular activities can be divided into four primary categories:

Crime Control:

- Respond to and stop active criminal activity
- Investigate and document past crimes
- Make criminal arrests and referrals
- Provide courtroom testimony
- Present crime prevention strategies
- Conduct security surveys
- Engage in preventive patrols
- Educate public about crimes/criminals/trends
- Post requests for information on social media
- Assist other agencies in crime responses
- Train employees
- Maintain approved force options

Traffic Safety:

- Investigate and document traffic collisions
- Correct traffic hazards
- Respond to traffic complaints
- Monitor/reduce speeds
- Control drunken driving
- Issue traffic citations and warnings
- Engage in high-visibility patrols
- Educate the public about traffic safety
- Confirm driver license status
- Provide traffic direction
- Conduct focused traffic initiatives
- Conduct speed surveys
- Share data with City Traffic Engineer

Quality-of-Life Maintenance:

- Resolve neighbor disputes
- Provide stand-by services
- Conduct vacation checks
- Enforce miscellaneous ordinance violations
- Unlock vehicles
- Conduct animal control activities
- Manage nuisance abatement program
- Enforce parking violations
- Provide lost/found services

Community Engagement:

- Promote department services to the public
- Maintain strong news media relations
- Conduct citizens' academies
- Present self-defense classes
- Maintain strong relations with schools, employers and community groups
- Participate in parades and special events
- Conduct station tours
- Participate in community events
- Maintain a vibrant social media presence
- Participate in classroom presentations

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Police	Police Operations
Program:	**Submitted by:**
Public Safety	Aaron L. Olson

2022 Accomplishments

We have continued our effort to initiate "out-of-squad" contacts that provide friendly, high-visibility connections with citizens.

Other accomplishments over the past year include the following:

- Played a leadership role in the Special Olympics, Rotary, Leadership Fox Cities, YMCA, Fox Valley Tech Criminal Justice Advisory Board, Youth Go and Friendship Place
- Continued ongoing relationship with Fox Valley Technical College, to include free training space for equipment donation
- Participated in all Child Abuse Review Team (CART) meetings, Child Death Review Team meetings, Child Abduction Response Team meetings, Tri-County Sexual Assault Review Team and Internet Crime Against Children Task Force (ICAC)
- Worked to enhance our Wisconsin Incident Based Reporting (WIBRS) compliancy
- Streamlined report process to make it more time efficient, which is an ongoing process
- Assisted with statewide child forensic interview training
- Expanded hallway stations within the different departmental units to showcase historical and present-day photographs
- Further enhanced the Crime Analyst position to track and analyze crime trends
- Continued our citizen survey program
- Continued to conduct thorough use-of-force investigations
- Improved our bias training
- Participated in National Night Out
- Participated in active shooter training with Neenah-Menasha Fire Department and Gold Cross Ambulance.
- Hired six new police officers and sent four of them to the Police Academy
- Hired four new Community Service Aides
- Hired four new Professional Staff members
- Completed one promotional process for the rank of Sergeant
- Completed one promotional process for the rank of Lieutenant
- Completed one promotional process for the rank of Investigative Services Lieutenant
- Continued our voluntary fitness incentive challenge program
- Made significant progress in the process of seeking state-level re-accreditation and are on track to being fulfilling re-accredited in December
- Completed a complete internal audit of our evidence facilities, which resulted in 100% accuracy
- Continued to densify our social media outreach
- Conducted numerous traffic initiatives, educating motorists and pedestrians on traffic laws and safety.
- Maintained stable staffing levels, which reduced our overtime budget (through August)
- Sent one supervisor to Leadership Fox Cities
- Sent one supervisor to the Wisconsin Command College
- Sent one supervisor to the Leading Police Organization school (LPO)

2023 Goals/Plans:

- Continue to build on our Neighborhood Policing strategy
- Send one supervisor to the Wisconsin Command College
- Send two supervisors to the Leading Police Organization school (LPO)
- Send one supervisor to Leadership Fox Cities
- Enhance our Drone program with Neenah-Menasha Fire Department
- Enhance our Tactical Emergency Medical Support program with Neenah-Menasha Fire Department

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
SUPPLEMENTARY DETAIL WORKSHEET FOR GENERAL EXPENSE & CAPITAL OUTLAY

Department/Office: Police	**Budget:** Police Capital Outlay
Program: Public Safety	**Submitted by:** Aaron L. Olson

2023 Goals/Plans (continued):

- Create a Citizen's Police Academy to help our citizens understand law enforcement procedures and policies
- Celebrate the Department's history for its 150th anniversary in 2023
- Keep expenses at or below median for municipalities with a population of 17,500-30,000
- Add one investigator to our staff
- Add one additional officer to our staff as a Behavioral Health Officer
- Add one Captain to our staff to oversee our Patrol Division
- Break ground on and finish building the new training facility

Major Increases (Decreases) in 2023 Budget Request:

- Salaries (0101) Increase of $310,110 due to a new union contract, an addition of a Captain of Operations, one additional Investigator and a new Behavioral Health Officer
- Health Insurance (0110) Increase of $155,240 based on the above mentioned three new sworn positions and cost increases
- Fringes (0111) Increase of $115,680 based on the above mentioned three new sworn positions
- Clothing Allowance (0117) Decrease of $26,500 due to changes in the union contract, these funds will be shifted to Salaries (0101)
- Electricity (0222) 15% increase, per Finance Department, resulting in a $6,320 increase
- Natural Gas (0223) 15% increase, per Finance Department, resulting in a $2,160 increase
- Outside Software Programs (0235) - Increase of $2,300 per the IS Department budget projections
- IS Service/Internal (0255) Increase of $67,380 per the IS Department budget projections
- Gasoline & Oil (0310) 15% increase, per Finance Department, resulting in a $7,610 increase
- Employee Wellness (0350) New line item, an increase of $15,000 to support employee wellness

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
SUPPLEMENTARY DETAIL WORKSHEET FOR GENERAL EXPENSE & CAPITAL OUTLAY

Department/Office: Police	**Budget:** Police Capital Outlay
Program: Public Safety	**Submitted by:** Aaron L. Olson

Object Code No.	Description and Justification	Detail Amounts Within Object	Total of Object Code
8108	**Office Furniture and Equipment**		$2,500
	Office Furniture Replacement Replacement of chairs, tables, and desks as necessary	$2,500	
8113	**Communication Equipment**		$3,000
	Portable Radio Encryption	$3,000	
8115	**Computer Hardware Outlay** Our Information Services professionals help us define what computer equipment needs to be replaced and the product to replace it with	$5,000	$5,000
8133	**All Other Equipment**		$23,600
	Batshields x2 Replace two expired Batshields, $2,500 each (Squads 2 and 4)	$5,000	
	Automated External Defibrillators Replace as needed, $1,600 each	$3,200	
	Traffic Lasers x2 Assist with speed enforcement, $2,500 each	$5,000	
	Rifles x2 Replacing older weapon platforms	$2,400	
	Treadmill Assistance with employee wellness	$8,000	

CITY OF NEENAH
OPERATING BUDGET
***** SUMMARY OF POLICE DEPARTMENT BY TYPE OF EXPENDITURE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PERSONAL SERVICES								
0101	Salaries	3,836,705	4,122,290	2,919,366	4,063,670	4,441,920	4,275,190	
0103	Temporary Wages	92,471	107,000	71,369	107,000	107,000	107,000	
0104	Overtime Wages	308,705	405,000	292,289	405,000	357,500	357,500	
0105	Reimbursement Wage/Fringe	(14,705)	(10,000)	(33,786)	(35,000)	(10,000)	(10,000)	
0106	FLSA Overtime Wages	1,769	2,000	1,257	2,000	2,000	2,000	
0108	Grant Overtime	6,799	10,000	8,274	9,000	10,000	10,000	
0110	Health Insurance	908,910	991,270	745,740	991,270	1,047,300	1,006,110	
0111	Fringes	989,987	1,072,550	760,279	1,058,990	1,191,610	1,146,890	
0112	Grant Fringes	1,482	2,370	1,961	2,130	2,430	2,430	
0115	Training	45,254	53,550	30,230	52,300	53,550	53,550	
0117	Clothing Allowance	55,527	62,800	19,134	21,390	35,300	35,300	
0120	Protective Vest Repl Fd	0	3,900	(650)	3,900	3,900	3,900	
0122	Travel Expenses	582	1,000	180	500	500	500	
0126	Department Awards	4,830	3,500	2,407	3,500	3,500	3,500	
0128	Empl Recognition Awards	489	150	0	150	480	480	
	PERSONAL SERVICES	**6,238,805**	**6,827,380**	**4,818,050**	**6,685,800**	**7,246,990**	**6,994,350**	**166,970**
CONTRACTUAL SERVICES								
0202	Outside Printing	967	2,000	924	2,500	2,000	2,000	
0203	Postage	1,927	5,270	2,062	5,270	5,380	5,380	
0204	Conferences & Meetings	3,128	4,430	2,701	3,820	4,620	4,620	
0207	Dues & Memberships	2,411	3,430	2,045	3,510	3,580	3,580	
0210	Maint of Computer Hardwre	0	1,350	1,094	1,350	1,350	1,350	
0212	Maint of Office Equipment	8	500	3	500	500	500	
0213	Maint of Motor Vehicles	17,025	22,000	13,243	20,350	22,700	22,700	
0214	Maint of Buildings	20,409	47,590	17,951	47,590	38,000	38,000	
0215	Maint of Radio Equipment	8,718	10,900	6,634	10,400	10,900	10,900	
0216	Maint of Operating Equip	1,390	3,800	386	3,800	3,800	3,800	
0218	Maint Of Software	1,693	5,640	3,121	5,640	6,570	6,570	
0219	Maintenance of Land	375	1,600	257	500	2,000	2,000	
0221	Telephone	4,945	5,280	3,090	4,500	5,280	5,280	
0222	Electricity	40,016	42,110	27,886	42,000	48,430	48,430	
0223	Natural Gas	16,974	14,440	11,744	20,000	16,600	16,600	
0224	Water & Sewer	4,087	4,170	1,795	4,170	4,380	4,380	
0225	Commercial Dumpster	1,600	1,600	800	1,600	1,600	1,600	
0226	Storm Water	1,932	1,940	966	1,940	1,940	1,940	
0227	Cellular Telephone	21,588	20,290	15,456	18,290	19,340	19,340	
0228	Other Communications/GPS	999	900	640	900	900	900	
0231	Care of Prisoners	7,719	11,500	4,786	8,000	11,500	11,500	
0235	Outside Software Services	5,206	4,800	4,744	5,250	7,100	7,100	
0236	Outside Services	38,880	43,340	24,517	40,840	42,800	42,800	
0237	Pest Control	129	400	113	400	400	400	
0238	Professional Services	2,604	1,800	1,165	1,800	2,300	2,300	

CITY OF NEENAH
OPERATING BUDGET
***** SUMMARY OF POLICE DEPARTMENT BY TYPE OF EXPENDITURE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
CONTRACTUAL SERVICES cont.								
0254	Printer / Copies	8,518	7,950	6,340	7,950	8,660	8,660	
0255	IS Services / Internal	301,470	232,380	174,285	232,380	306,000	306,000	
0258	GIS Services/Internal	0	13,350	10,012	13,350	14,750	14,750	
0262	Public Relations/Services	4,473	5,000	4,134	5,000	5,000	5,000	
0293	Maint Of Motor Veh/Fleet	18,250	28,760	9,298	15,000	29,700	29,700	
0294	Oil and Fluids/Fleet	1,639	2,560	1,149	2,120	2,610	2,610	
	CONTRACTUAL SERVICES	**539,080**	**551,080**	**353,341**	**530,720**	**630,690**	**630,690**	**79,610**
SUPPLIES & MATERIALS								
0301	Office Supplies	6,509	9,500	8,131	9,500	9,500	9,500	
0302	Inhouse Printing	476	750	372	750	750	750	
0303	Computer Operation Suppli	185	1,000	273	1,000	1,000	1,000	
0306	Cleaning/Janitor Supplies	9,149	10,000	5,519	10,000	10,500	10,500	
0308	Books and Periodicals	0	250	0	30	100	100	
0310	Gasoline & Oil	51,849	58,360	54,997	66,100	66,440	66,440	
0319	Safety Supplies	6,800	16,500	10,945	16,500	16,500	16,500	
0320	Small Tools	877	1,000	1,161	1,170	1,500	1,500	
0323	Dog Supplies	4,709	4,000	2,123	4,000	4,000	4,000	
0326	Photography Supplies	664	2,100	274	2,100	2,100	2,100	
0329	Targets & Ammunition	15,496	27,000	27,080	27,080	30,000	30,000	
0333	All Other Supplies	7,047	11,230	5,093	10,300	11,780	11,780	
0343	Small Program Packages	0	1,500	0	1,500	1,500	1,500	
0344	Small Equipment	12,085	17,450	12,691	17,920	18,600	18,600	
0347	Small Computer Hardware	5,670	6,000	6,915	7,000	6,000	6,000	
0348	Bike Patrol	150	500	0	500	500	500	
0349	Neighborhood Policing	1,567	1,500	1,405	1,500	1,500	1,500	
0350	Employee Wellness	0	0	0	0	15,000	15,000	
	SUPPLIES & MATERIALS	**123,233**	**168,640**	**136,979**	**176,950**	**197,270**	**197,270**	**28,630**
CAPITAL OUTLAY								
8108	Office Furniture & Equip	1,604	2,500	2,193	2,500	2,500	2,500	
8113	Communication Equipment	0	2,000	0	2,000	3,000	3,000	
8115	Computer Hardware Outlay	2,305	9,500	2,964	9,500	5,000	5,000	
8133	All Other Equipment	28,400	20,700	18,165	20,700	23,600	23,600	
	CAPITAL OUTLAY	**32,309**	**34,700**	**23,322**	**34,700**	**34,100**	**34,100**	**(600)**
	TOTAL POLICE	**6,933,427**	**7,581,800**	**5,331,692**	**7,428,170**	**8,109,050**	**7,856,410**	**274,610**
							Percent Budget Change	**3.62%**

CITY OF NEENAH
OPERATING BUDGET
***** POLICE EXPENDITURES SUMMARY BY MAJOR DIVISION *****
FOR FISCAL YEAR 2023

POLICE DEPARTMENT DIVISION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
Operations	6,518,896	6,956,830	4,961,015	6,807,920	7,459,000	7,206,360	249,530
Police Firing Range	16,302	30,410	28,922	30,330	34,550	34,550	4,140
School Liaison Program	218,581	301,280	153,377	306,810	320,780	320,780	19,500
Police Crossing Guards	56,323	70,420	42,573	69,500	70,220	70,220	(200)
Code Enforcement	5,164	97,130	61,110	89,350	95,330	95,330	(1,800)
CSA / Animal Control	67,644	72,350	50,365	71,960	75,280	75,280	2,930
K-9 Project	18,208	18,680	11,008	17,600	19,790	19,790	1,110
Capital Outlay-Police	32,309	34,700	23,322	34,700	34,100	34,100	(600)
TOTAL POLICE	**6,933,427**	**7,581,800**	**5,331,692**	**7,428,170**	**8,109,050**	**7,856,410**	**274,610**
						Percent Budget Change	**3.62%**
POLICE REVENUES:							
Public Safety Revenue	198,247	222,500	109,437	221,610	172,250	172,250	(50,250)
Fines/Forfeitures/Other	81,231	118,000	57,208	105,330	105,300	105,300	(12,700)
TOTAL REVENUES	**279,478**	**340,500**	**166,645**	**326,940**	**277,550**	**277,550**	**(62,950)**
						Percent Budget Change	**-18.49%**

CITY OF NEENAH REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES	**Department/Office:** Police **Program:** Public Safety	**Budget:** Police Operations **Submitted by:** Aaron Olson

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved	Current	Requested
POSITION TITLE	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.	Budget for 2022	Estimate for 2022	For 2023
FULL TIME							
Chief	Grade S3	1.00	Grade S3	1.00	$111,570	$111,570	$116,290
Assistant Chief	Grade P3	1.00	Grade P3	1.00	102,280	102,280	103,180
Captain*	Grade P3	1.00	Grade P3	2.00	102,270	102,270	151,700
Lieutenants	79,609 - 92,212	6.00	81,400 - 94,287	6.00	562,160	562,160	591,920
School Resource Officers	70,657 - 83,432	2.00	72,247 - 85,309	2.00	175,740	175,740	179,650
Investigative*	70,657 - 83,432	4.00	72,247 - 85,309	5.00	350,720	350,720	400,640
Community Policing Coord.	70,657 - 83,432	1.00	72,247 - 85,309	1.00	87,810	87,810	89,760
Sergeants-Patrol	71,000 - 83,829	4.00	72,597 - 85,715	4.00	349,730	349,730	354,560
Sergeant-Investigative	71,000 - 83,829	1.00	72,597 - 85,715	1.00	88,460	88,460	90,420
Patrol Officer	57,720 - 79,459	20.00	59,019 - 81,247	20.00	1,466,550	1,408,890	1,525,260
Traffic Safety Officer	70,657 - 83,432	1.00	72,247 - 85,309	1.00	56,020	56,020	88,810
Behavioral Health Officer	-	-	59,019 - 81,247	1.00	0	0	76,240
Communication Techs	Grade F3	3.00	Grade F3	3.00	117,430	117,430	127,920
Support SVC Supervisor	Grade K3	1.00	Grade K3	1.00	61,490	61,490	62,980
Code Enforcement Officer	Grade H3	1.00	Grade H3	1.00	46,090	46,090	47,010
Executive Admin. Assistant	Grade H3	1.00	Grade H3	1.00	55,650	55,650	50,000
Evidence Custodian	Grade G3	1.00	Grade G3	1.00	52,300	52,300	52,690
Records/LRMS Coordinator	Grade G3	1.00	Grade G3	1.00	55,160	55,160	46,920
Rec. Clerk/Crt Coordinator	Grade G3	1.00	Grade G3	1.00	42,560	42,560	43,190
Building Custodian	Grade G3	1.00	Grade G3	1.00	57,130	57,130	57,560
Records Clerk/Data Entry	Grade F3	1.00	Grade F3	1.00	45,660	45,660	46,000
Records/Accreditation Asst.	Grade F3	1.00	Grade F3	1.00	45,040	45,040	45,450
Subtotal		54.00		57.00	$4,031,820	$3,974,160	$4,348,150
PART-TIME							
Fleet Maint. Specialist	Grade GH	0.53	Grade GH	0.53	24,430	24,430	24,840
Admin. Asst.	Grade FH	0.67	Grade FH	0.67	23,030	22,640	28,600
OTHER COMPENSATION							
Holiday Worked	-		-		32,000	32,000	32,000
Accrued Wages	-		-		11,440	11,440	9,330
TEMPORARY							
Office/Complaint Clerks	15.00/hr		15.00/hr		3,000	3,000	3,000
Community Service Aide (6)	$15.00-$15.50/hr.		$15.00-$15.50/hr.		40,000	40,000	40,000
Parking Officers (2)	$15.00-$15.50/hr.		$15.00-$15.50/hr.		40,000	20,000	40,000
Crossing Guards (20)	16.50-21.27/hr.		16.50-21.27/hr.		64,000	64,000	64,000
Overtime							
Operating	-		-		405,000	405,000	357,500
FLSA Overtime	-		-		2,000	2,000	2,000
TOTAL	XXX	55.20	XXX	58.20	$4,676,720	$4,598,670	$4,949,420

*July 1, 2023 Start Date (Additional Captain and Investigator)

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
POLICE OPERATIONS/CAP. OUTLAY								
POLICE OPERATIONS (2101-711)								
0101	Salaries	3,708,719	3,899,220	2,800,981	3,835,390	4,208,760	4,042,030	
0103	Temporary Wages	155	3,000	2,812	3,000	3,000	3,000	
0104	Overtime Wages	291,979	378,000	279,042	378,000	330,000	330,000	
0105	Reimbursement Wage/Fringe	(14,705)	(10,000)	(33,786)	(35,000)	(10,000)	(10,000)	
0106	FLSA Overtime Wages	1,769	2,000	1,257	2,000	2,000	2,000	
0108	Grant Overtime	6,799	10,000	8,274	9,000	10,000	10,000	
0110	Health Insurance	873,950	936,030	704,340	936,030	992,060	950,870	
0111	Fringes	951,304	1,010,000	727,404	994,020	1,124,610	1,079,890	
0112	Grant Fringes	1,482	2,370	1,961	2,130	2,430	2,430	
0115	Training	44,188	49,050	28,578	49,050	49,050	49,050	
0117	Clothing Allowance	51,431	56,500	15,411	15,420	30,000	30,000	
0120	Protective Vest Repl Fd	0	3,900	(650)	3,900	3,900	3,900	
0122	Travel Expenses	582	1,000	180	500	500	500	
0126	Department Awards	4,830	3,500	2,407	3,500	3,500	3,500	
0128	Empl Recognition Awards	489	150	0	150	480	480	
	Personal Services	**5,922,972**	**6,344,720**	**4,538,211**	**6,197,090**	**6,750,290**	**6,497,650**	**152,930**
0202	Outside Printing	967	1,500	93	1,500	1,500	1,500	
0203	Postage	1,927	2,270	1,942	2,270	2,380	2,380	
0204	Conferences & Meetings	3,073	4,000	2,583	3,500	4,000	4,000	
0207	Dues & Memberships	2,211	3,100	1,765	3,100	3,100	3,100	
0210	Maint of Computer Hardwre	0	1,350	1,094	1,350	1,350	1,350	
0212	Maint of Office Equipment	8	500	3	500	500	500	
0213	Maint of Motor Vehicles	15,250	18,500	12,623	18,500	18,500	18,500	
0214	Maint of Buildings	20,409	47,590	17,951	47,590	38,000	38,000	
0215	Maint of Radio Equipment	8,023	9,500	6,463	9,500	9,500	9,500	
0216	Maint of Operating Equip	1,390	3,800	386	3,800	3,800	3,800	
0218	Maint Of Software	1,693	5,640	3,121	5,640	6,570	6,570	
0219	Maintenance of Land	375	1,600	257	500	2,000	2,000	
0221	Telephone	4,945	5,280	3,090	4,500	5,280	5,280	
0222	Electricity	40,016	42,110	27,886	42,000	48,430	48,430	
0223	Natural Gas	16,974	14,440	11,744	20,000	16,600	16,600	
0224	Water & Sewer	4,087	4,170	1,795	4,170	4,380	4,380	
0225	Commercial Dumpster	1,600	1,600	800	1,600	1,600	1,600	
0226	Storm Water	1,932	1,940	966	1,940	1,940	1,940	
0227	Cellular Telephone	19,684	15,240	13,902	15,240	15,240	15,240	
0228	Other Communications/GPS	999	900	640	900	900	900	
0231	Care of Prisoners	7,719	11,500	4,786	8,000	11,500	11,500	
0235	Outside Software Services	5,206	4,300	4,744	4,750	6,600	6,600	
0236	Outside Services	20,321	21,600	11,594	21,600	21,600	21,600	
0237	Pest Control	129	400	113	400	400	400	
0254	Printer / Copies	8,518	7,950	6,340	7,950	8,660	8,660	
0255	IS Services / Internal	290,560	217,920	163,440	217,920	285,300	285,300	
0258	GIS Services/Internal	0	12,010	9,007	12,010	13,270	13,270	
0262	Public Relations/Services	4,473	5,000	4,134	5,000	5,000	5,000	
0293	Maint Of Motor Veh/Fleet	15,553	21,500	7,587	10,000	21,500	21,500	
0294	Oil and Fluids/Fleet	1,470	1,650	1,053	1,650	1,700	1,700	
	Contractual Services	**499,512**	**488,860**	**321,902**	**477,380**	**561,100**	**561,100**	**72,240**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
POLICE OPERATIONS/CAP. OUTLAY (cont.)								
0301	Office Supplies	6,466	9,000	8,131	9,000	9,000	9,000	
0302	Inhouse Printing	476	750	372	750	750	750	
0303	Computer Operation Suppli	185	1,000	273	1,000	1,000	1,000	
0306	Cleaning/Janitor Supplies	9,149	10,000	5,519	10,000	10,500	10,500	
0308	Books and Periodicals	0	250	0	30	100	100	
0310	Gasoline & Oil	47,359	50,750	51,089	60,000	58,360	58,360	
0319	Safety Supplies	6,800	16,500	10,945	16,500	16,500	16,500	
0320	Small Tools	877	1,000	1,161	1,170	1,500	1,500	
0326	Photography Supplies	664	2,100	274	2,100	2,100	2,100	
0333	All Other Supplies	5,476	7,000	3,664	7,000	7,300	7,300	
0343	Small Program Packages	0	1,500	0	1,500	1,500	1,500	
0344	Small Equipment	11,573	15,400	11,155	15,400	16,000	16,000	
0347	Small Computer Hardware	5,670	6,000	6,915	7,000	6,000	6,000	
0348	Bike Patrol	150	500	0	500	500	500	
0349	Neighborhood Policing	1,567	1,500	1,405	1,500	1,500	1,500	
0350	Employee Wellness	0	0	0	0	15,000	15,000	
	Supplies & Materials	**96,412**	**123,250**	**100,903**	**133,450**	**147,610**	**147,610**	**24,360**
	POLICE OPERATIONS	**6,518,896**	**6,956,830**	**4,961,016**	**6,807,920**	**7,459,000**	**7,206,360**	**249,530**
CAPITAL OUTLAY (2181-711)								
8108	Office Furniture & Equip	1,604	2,500	2,193	2,500	2,500	2,500	
8113	Communication Equipment	0	2,000	0	2,000	3,000	3,000	
8115	Computer Hardware Outlay	2,305	9,500	2,964	9,500	5,000	5,000	
8133	All Other Equipment	28,400	20,700	18,165	20,700	23,600	23,600	
	Capital Outlay	**32,309**	**34,700**	**23,322**	**34,700**	**34,100**	**34,100**	**(600)**
POLICE OPERATIONS/CAP OUTLAY		**6,551,205**	**6,991,530**	**4,984,338**	**6,842,620**	**7,493,100**	**7,240,460**	**248,930**
							Percent Budget Change	**3.56%**

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Police	Police Firing Range
Program:	**Submitted by:**
Public Safety	Aaron L. Olson

POLICE FIRING RANGE (2103-711)

Goals/Responsibilities:
Our firing range budget provides for use-of-force training in firearms, less lethal weapons and other defensive tools. Our officers are trained to State standards and industry best practices to handle a full spectrum of force incidents, including active shooters. Many of our employees are also involved in providing crisis incident training to other agencies around the state of Wisconsin and to students at Fox Valley Technical College. We are recognized as a leading training agency in the state by the Department of Justice Training and Standards Bureau.

Activities:
- Range dry-fire exercises
- Range live-fire exercises
- Reloading and malfunction drills
- Simulation (non-lethal training ammunition) exercises (marking cartridges)
- SIRT training (non-live fire that uses lasers to identify shot placement)
- Scenario and isolation exercises
- Active shooter team responses, including inter-departmental training
- Moving target drills
- Movement and cover exercises
- Less-lethal force and changing force drills

2022 Accomplishments:
- Maintained 100% compliance with State of Wisconsin Handgun standards
- Utilized improved training tower at Station 31
- Implemented Micro Red Dot Sight (MRDS) program for duty use for handguns. “They allow police officers to focus on the threat, make a good use-of-force decision and then superimpose the red dot on the threat.” SIG SAUER Academy Director of Training Scott Reidy
- Received free facility rental at FVTC PSTC due to ongoing exchange of services agreement

2023 Goals/Plans:
- Maintain 100% compliance with State of Wisconsin Handgun standards
- Begin to transition officers to the Micro Red Dot Sight (MRDS) system on their issued handguns

Major Increases/Decreases in 2023 Budget Request:
- Targets & Ammunition (0204) an increase of $3,000 based on increased costs for ammunition

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Police	**Budget:** School Liaison Program
Program: Public Safety	**Submitted by:** Aaron L. Olson

SCHOOL LIAISON PROGRAM (2104-711)

Goals/Responsibilities:
The School Resource Officer (SRO) program is our strongest partnership program. It provides educational and preventive opportunities for our children that reduce their involvement in drugs, gangs and crime. It also works to identify and prevent crimes against children. Our SRO program is perhaps our most successful community program within the department.

Activities:
- Conduct daily patrols in and around schools
- Give classroom presentations
- Investigate and document crimes
- Act as juvenile law expert for the department
- Monitor and enforce truancy violations
- Participate in school board meetings as requested by the district
- Testify in expulsion hearings
- Provide security at school events/games
- Respond to reports of crimes/disturbances in schools
- Conduct parking lot checks and school parking enforcement
- Serve as a liaison between the police department, Neenah Joint School District and Winnebago County Human Services
- Welfare checks - work with school staff on mental health aspect for students
- Work with the Threat Assessment Team to streamline and modify the District's threat assessment process
- Researched and proposed new safety protocols for the District; "I Love You Guys" Foundation
- Assisted the District with transitional planning to the new Neenah High School in Fox Crossing

2022 Accomplishments: (These statistics are only from January to June 2022)
- So far during the 2022 school year, School Resource Officers (SROs) had a total of 320 reported calls for service (when case number was assigned) between Officer Nate Franzke and Officer Robert Ross
- SRO Franzke issued 61 citations and SRO Ross issued 39 citations between January 2022 and June 2022
- Officers gave numerous in-class presentations: SRO Ross gave presentations, both in person and virtually, to over 750 students throughout the year. SRO Franzke gave in person presentations to over 120 students
- Continue with the title/position to School Resource Officer to reflect the state and national trends and verbiage
- Provided law enforcement presence at all home football games, basketball games and special events
- Coordinated graduation events, including leading the graduation parade and attending the graduation ceremony
- Contributed as members of the District Emergency Operations Planning Committee, with a focus on updating post-critical incident plans (beginning in 2019), as well as building security
- Participated in multiple school lock down drills throughout the district
- SROs developed professional relationships with new administrators in the district
- SROs took an active role in updating and implementing a more modern approach to threat assessments, including mental health risk assessment training with school mental health teams and follow-up planning sessions
- Several sexual assaults were reported to SRO's. This required coordination with the district and the Department of Human Services
- Welfare checks sometimes require the need for SRO's to meet with students both on school grounds and at the student's home
- There was a total of 40 juvenile referrals that the SROs completed.

- SRO's accommodated other agencies who needed to meet with NJSD students
- Continued training at the Fox Valley Technical College Juvenile Conference
- SRO's investigated tips from "Speak up – Speak out" with the school districts mental health coordinator

2023 Goals/Plans:

- Continue our excellent working relationship with the NJSD
- Promote and train a new SRO for the Neenah Middle School
- Continuously work with the District as they adopt new safety protocols and standards (I Love You Guys Foundation)
- Conform to or stay consistent with state level SRO standards
- Work with other county agencies to address truancy issues
- Assist the District as they transition to a new middle school and some elementary schools
- Continuously keep data documenting SRO activity and performance

Major Increases/Decreases in 2023 Budget Request:

- Clothing Allowance (0117) Decrease of $1,000 due to changes in the union contract. These funds will be shifted to Salaries (0101)
- IS Service/Internal (0255) Increase of $4,810 per the IS Department budget projections

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Police	**Budget:** Police Crossing Guards
Program: Public Safety	**Submitted by:** Aaron L. Olson

POLICE CROSSING GUARDS (2105-711)

Goals/Responsibilities:
The Crossing Guard Program manages the safe movement of pedestrian students before and after school through high-volume traffic locations.

Activities:
- Staff 15 regular locations twice per day
- Report violations to patrol
- Tabulate number of children crossing at each location
- Review crossing patterns for justification of positions

2022 Accomplishments:
- Conducted hiring process for additional crossing guards
- Completed an evaluation for each crossing guard
- Trained several new crossing guards
- Continued with annual training of safely crossing children
- Recognized our members in 2022 for Crossing Guard Appreciation Week
- Maintained a pool of several alternate crossing guards to fill open shifts

2023 Goals/Plans:
- Monitor traffic changes caused by detours, construction, etc. for impact on student safety
- Share information with the City Traffic Engineer to identify crossing guard locations that should be created/eliminated
- Continue with the annual evaluations for each crossing guard after the 2022/2023 school year
- Continue with annual training of safely crossing children
- Evaluate and implement necessary changes to crossing guard locations based on closures / consolidations / new locations of schools within the district for the 2024 school year.

Major Increases/Decreases in 2023 Budget Request:
No Major Changes

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Police	**Budget:** Code Enforcement
Program: Public Safety	**Submitted by:** Aaron L. Olson

CODE ENFORCEMENT (2106-711)

Goals/Responsibilities:
The purpose of this position is to provide general code enforcement functions and to administer and enforce municipal code pertaining to property maintenance and quality of life (i.e. junk and debris; junked, unlicensed, and improperly parked vehicles/trailers; signs; long grass; snow removal; public works violations like brush, garbage, and vision clearance, etc.). With these types of violations being one of the top complaints from citizens, it is essential to have a dedicated person to handle these types of complaints and to be proactive and address issues before they become bigger issues.

Activities:
- Plans and coordinates inspection work assignments and scheduling.
- Receives and investigates code enforcement complaints from members of the public, as well as other city officials.
- Proactively patrols looking for code enforcement violations, sometimes focusing on a specific type of violation or a specific area of the city.
- Educates residents, property owners and businesses on municipal code and works on gaining compliance for violations.
- Takes enforcement action as needed in the form of violation notices, administrative fees, municipal citations and long form citations.
- Prepares citations for violations, issuing citations to violators, and explains the citation and municipal court process. Inspects properties prior to court. Testifies in court about cases and the current state of defendants' properties.
- Works with other city officials and departments including sworn officers, the Department of Public Works, the Department of Community Development, city council, etc. regarding violations in the city.
- Fields questions from the public regarding municipal code.
- Assists the police department in miscellaneous duties as needed (i.e. traffic control).

2022 Accomplishments:
- The new Code Enforcement Officer was hired in December of 2021.
- The program as a whole was revamped to take on a more proactive, educational and hands-on approach to addressing code enforcement issues/violations.

2023 Goals/Plans:
- Reduce the number of code enforcement complaints within the City of Neenah.
- Fix code enforcement problems before they become law enforcement problems.
- Implement a new tracking spreadsheet to better keep track of statistics that the current reporting program does not offer.
- Generate monthly/quarterly/yearly reports to provide a snapshot on what is occurring in the position.
- Create a guide for standard processes of code enforcement to better articulate how cases will be handled. This will serve as training manual for future employees, and will serve as documentation to be sure cases are handled fairly and consistently.

Major Increases/Decreases in 2023 Budget Request:
- Cellular Telephone (0227) Decrease of $1,000

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Police	**Budget:** CSA/Animal Control
Program: Public Safety	**Submitted by:** Aaron L. Olson

CSA/ANIMAL CONTROL (2107-711)

Goals/Responsibilities:
The Community Service Aide (CSA) program improves our ability to provide valued services to our community. CSA duties are limited to tasks that do not require a sworn officer. Additionally, we have found the CSA program is one of our best means of recruitment for sworn officer positions. We intend to grow the program and further enhance our recruitment ability for the future.

The CSA employees are also our parking enforcement officers, but those activities and associated costs are addressed under the parking budget.

Activities:
- Conduct station tours
- Complete reports for non-criminal incidents
- Investigate and document animal complaints
- Enforce parking regulations
- Take lost/found property reports
- Manage found bike inventory
- Provide employment fingerprinting services
- Perform traffic control
- Assist at community events/parades
- Transport large property items to station
- Conduct vacation checks
- Enforce nuisance ordinances
- Assist disabled motorists

2022 Accomplishments:
- Provided more regularly scheduled coverage for parking enforcement and CSA staffing
- Hired three more CSAs
- Three of the CSAs were hired as Neenah Police Officers and are currently in the police academy
- Created a new CSA manual and training guides
- Implemented a new evaluation form
- Focused on additional training

2023 Goals/Plans:
- Continue to provide more regularly scheduled coverage for parking enforcement and CSA staffing
- Increase training to better prepare CSAs for future jobs in law enforcement

Major Increases/Decreases in 2023 Budget Request:
- Outside Services (0236) Increase of $1,460 due to increased costs at the Animal Shelter

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Police	K9 Program
Program:	**Submitted by:**
Public Safety	Aaron L. Olson

K9 Program (2109-711)

Goals/Responsibilities:
The K9 program exists as an enhancement to the patrol effort. The K9 program provides a unique tool for locating contraband, recovering evidence, controlling subjects and finding subjects.

The K9 program was expanded and we currently have two dogs. This allows us to continue with two working K9 teams, with the dogs having staggered retirement dates (estimated working life of a K9 is about six years).

Activities:
- Conduct drug searches during search warrant execution
- Conduct drug sniffs on traffic stops
- Conduct school searches
- Assist in clearing buildings and conducting large searches
- Participate in community events and public appearances
- Train with other K9 teams several times per month

2022 Accomplishments:
- Sent both teams through basic scent specific tracking class
- Both teams successfully recertified in narcotics and patrol work
- Both teams participated in numerous public demonstrations and presentations
- Participated in a number of multi-jurisdictional drug and criminal interdiction operations

2023 Goals/Plans:
- Send both teams through advanced scent specific tracking classes
- Organize an annual fundraising event

Major Increases/Decreases in 2023 Budget Request:
No major changes

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
POLICE FIRING RANGE (2103-711)								
0204	Conferences & Meetings	0	360	0	200	500	500	
	Contractual Services	**0**	**360**	**0**	**200**	**500**	**500**	**140**
0329	Targets & Ammunition	15,496	27,000	27,080	27,080	30,000	30,000	
0333	All Other Supplies	372	1,400	1,115	1,400	1,900	1,900	
0344	Small Equipment	434	1,650	727	1,650	2,150	2,150	
	Supplies & Materials	**16,302**	**30,050**	**28,922**	**30,130**	**34,050**	**34,050**	**4,000**
	POLICE FIRING RANGE	**16,302**	**30,410**	**28,922**	**30,330**	**34,550**	**34,550**	**4,140**
POLICE SCHOOL LIAISON (2104-711)								
0101	Salaries	117,893	170,240	80,288	176,190	180,150	180,150	
0104	Overtime Wages	16,726	27,000	13,248	27,000	27,500	27,500	
0110	Health Insurance	34,960	36,830	27,630	36,830	36,830	36,830	
0111	Fringes	33,006	48,590	23,042	51,150	53,110	53,110	
0115	Training	9	2,000	551	750	2,000	2,000	
0117	Clothing Allowance	1,340	1,500	0	500	500	500	
	Personal Services	**203,934**	**286,160**	**144,759**	**292,420**	**300,090**	**300,090**	**13,930**
0207	Dues & Memberships	0	80	0	80	80	80	
0213	Maint of Motor Vehicles	73	800	143	800	1,000	1,000	
0215	Maint of Radio Equipment	563	1,000	170	500	1,000	1,000	
0227	Cellular Telephone	964	1,250	618	1,250	1,250	1,250	
0235	Outside Software Services	0	500	0	500	500	500	
0255	IS Services / Internal	10,910	8,890	6,667	8,890	13,700	13,700	
0258	GIS Services/Internal	0	670	502	670	740	740	
0293	Maint Of Motor Veh/Fleet	1,559	1,210	120	1,000	1,500	1,500	
0294	Oil and Fluids/Fleet	0	240	31	100	240	240	
	Contractual Services	**14,069**	**14,640**	**8,251**	**13,790**	**20,010**	**20,010**	**5,370**
0310	Gasoline & Oil	578	480	366	600	680	680	
	Supplies & Materials	**578**	**480**	**366**	**600**	**680**	**680**	**200**
	POLICE SCHOOL LIAISON	**218,581**	**301,280**	**153,376**	**306,810**	**320,780**	**320,780**	**19,500**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
SCHOOL CROSSING GUARDS (2105-711)								
0103	Temporary Wages	51,391	64,000	40,537	64,000	64,000	64,000	
0111	Fringes	1,879	2,380	1,507	2,380	2,130	2,130	
0117	Clothing Allowance	2,051	2,440	411	2,000	2,440	2,440	
	Personal Services	**55,321**	**68,820**	**42,455**	**68,380**	**68,570**	**68,570**	**(250)**
0204	Conferences & Meetings	55	70	117	120	120	120	
	Contractual Services	**55**	**70**	**117**	**120**	**120**	**120**	**50**
0333	All Other Supplies	947	1,530	0	1,000	1,530	1,530	
	Supplies & Materials	**947**	**1,530**	**0**	**1,000**	**1,530**	**1,530**	**0**
	SCHOOL CROSSING GUARDS	**56,323**	**70,420**	**42,572**	**69,500**	**70,220**	**70,220**	**(200)**
CODE ENFORCEMENT (2106-711)								
0101	Salaries	4,077	46,830	33,680	46,090	47,010	47,010	
0110	Health Insurance	0	18,410	13,770	18,410	18,410	18,410	
0111	Fringes	864	8,680	6,243	8,540	8,950	8,950	
0115	Training	0	500	0	500	500	500	
0117	Clothing Allowance	0	300	0	150	300	300	
	Personal Services	**4,941**	**74,720**	**53,693**	**73,690**	**75,170**	**75,170**	**450**
0202	Outside Printing	0	500	831	1,000	500	500	
0203	Postage	0	3,000	120	3,000	3,000	3,000	
0207	Dues & Memberships	0	50	0	50	50	50	
0213	Maint of Motor Vehicles	0	1,000	362	500	1,000	1,000	
0215	Maint of Radio Equipment	0	100	0	100	100	100	
0227	Cellular Telephone	0	3,000	309	1,000	2,000	2,000	
0236	Outside Services	0	3,000	0	500	500	500	
0255	IS Services / Internal	0	5,570	4,178	5,570	7,000	7,000	
0258	GIS Services/Internal	0	670	502	670	740	740	
0293	Maint Of Motor Veh/Fleet	120	2,200	0	1,000	2,200	2,200	
0294	Oil and Fluids/Fleet	0	170	0	170	170	170	
	Contractual Services	**120**	**19,260**	**6,302**	**13,560**	**17,260**	**17,260**	**(2,000)**
0301	Office Supplies	43	500	0	500	500	500	
0310	Gasoline & Oil	36	1,900	632	1,000	1,900	1,900	
0333	All Other Supplies	24	500	36	100	250	250	
0344	Small Equipment	0	250	447	500	250	250	
	Supplies & Materials	**103**	**3,150**	**1,115**	**2,100**	**2,900**	**2,900**	**(250)**
	CODE ENFORCEMENT	**5,164**	**97,130**	**61,110**	**89,350**	**95,330**	**95,330**	**(1,800)**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
CSA/ANIMAL CONTROL (2107-711)								
0103	Temporary Wages	40,925	40,000	28,019	40,000	40,000	40,000	
0111	Fringes	1,500	1,480	1,037	1,480	1,330	1,330	
0117	Clothing Allowance	705	2,060	3,311	3,320	2,060	2,060	
	Personal Services	**43,130**	**43,540**	**32,367**	**44,800**	**43,390**	**43,390**	**(150)**
0213	Maint of Motor Vehicles	370	500	25	250	1,000	1,000	
0215	Maint of Radio Equipment	132	300	0	300	300	300	
0227	Cellular Telephone	940	800	627	800	850	850	
0236	Outside Services	18,195	18,540	12,924	18,540	20,500	20,500	
0293	Maint Of Motor Veh/Fleet	582	2,750	1,051	2,000	3,000	3,000	
0294	Oil and Fluids/Fleet	169	240	66	100	240	240	
	Contractual Services	**20,388**	**23,130**	**14,693**	**21,990**	**25,890**	**25,890**	**2,760**
0310	Gasoline & Oil	3,876	5,230	2,910	4,500	5,500	5,500	
0333	All Other Supplies	172	300	33	300	300	300	
0344	Small Equipment	78	150	362	370	200	200	
	Supplies & Materials	**4,126**	**5,680**	**3,305**	**5,170**	**6,000**	**6,000**	**320**
	CSA/ANIMAL CONTROL	**67,644**	**72,350**	**50,365**	**71,960**	**75,280**	**75,280**	**2,930**
K-9 PROJECT (2109-711)								
0101	Salaries	6,016	6,000	4,418	6,000	6,000	6,000	
0111	Fringes	1,434	1,420	1,046	1,420	1,480	1,480	
0115	Training	1,057	2,000	1,100	2,000	2,000	2,000	
	Personal Services	**8,507**	**9,420**	**6,564**	**9,420**	**9,480**	**9,480**	**60**
0207	Dues & Memberships	200	200	280	280	350	350	
0213	Maint of Motor Vehicles	1,332	1,200	91	300	1,200	1,200	
0236	Outside Services	364	200	0	200	200	200	
0238	Professional Services	2,604	1,800	1,165	1,800	2,300	2,300	
0293	Maint Of Motor Veh/Fleet	436	1,100	539	1,000	1,500	1,500	
0294	Oil and Fluids/Fleet	0	260	0	100	260	260	
	Contractual Services	**4,936**	**4,760**	**2,075**	**3,680**	**5,810**	**5,810**	**1,050**
0323	Dog Supplies	4,709	4,000	2,123	4,000	4,000	4,000	
0333	All Other Supplies	56	500	246	500	500	500	
	Supplies & Materials	**4,765**	**4,500**	**2,369**	**4,500**	**4,500**	**4,500**	**0**
	K-9 PROJECT	**18,208**	**18,680**	**11,008**	**17,600**	**19,790**	**19,790**	**1,110**
TOTAL POLICE DEPARTMENT		**6,933,427**	**7,581,800**	**5,331,691**	**7,428,170**	**8,109,050**	**7,856,410**	**274,610**
							Percent Budget Change	**3.62%**

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NEENAH-MENASHA FIRE RESCUE

Department Head

Kevin Kloehn

Major Activities

Neenah-Menasha Fire rescue (NMFR) is committed to providing a quality of public service that ensures the safety and well-being of our communities. NMFR response to over 3,000 emergency calls whose mission is to provide the hisghest standard of service to our communities. We are committed to help provide a high quality of service through award winning fire prevention and education; including an efficient response for fire and EMS emergencies. NMFR spends thousands of hours training to prepare its firefighters to deal with any emergency throughout our two cities. Fire prevention activities include over 3,200 inspections annually, re-inspections, and plan reviews. NMFR reaches over 12,000 people per year through station tours, safety fairs, parades, open houses, school visits and other community events. The Cities of Neenah and Menasha share department costs based upon a four part factor formula.

The estimated City of Neenah share of departmental costs for 2023 is 60.34%.

Operating Budget Information/Number of Employees
(City of Neenah Share Only)

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$5,349,347	$5,518,870	$5,982,050	8.39%	$5,784,240	4.81%
No. of Employees (FTE)	40.68	41.24	41.63	0.95%	41.03	-0.51%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Joint Fire/Rescue

Recommendations as jointly directed by the Mayor's of both cities. Specific details of the changes can be found in the full Neenah-Menasha Joint Fire/Rescue line item budget.

Mayor's Comments: **($197,810)**

City of Neenah 60.34% share of total $327,830 budget reductions as directed by the Mayors of both cities. Reductions include eliminating funding for the requested Community Risk Reduction specialist, as well as wage and fringe adjustments for planned retirements, plus health insurance and overtime reductions. Specific details can be found in the full Neenah-Menasha Fire Rescue budget.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue	**Budget:** Fire Department Operations
Program: Public Safety	**Submitted by:** Kevin Kloehn

Mission Statement:

Neenah-Menasha Fire Rescue consists of committed professionals whose mission is to provide the highest standard of service through fire suppression, prevention, education, emergency medical response, technical rescue and community interaction to preserve the quality of life and property for all of those within the Cities of Neenah and Menasha.

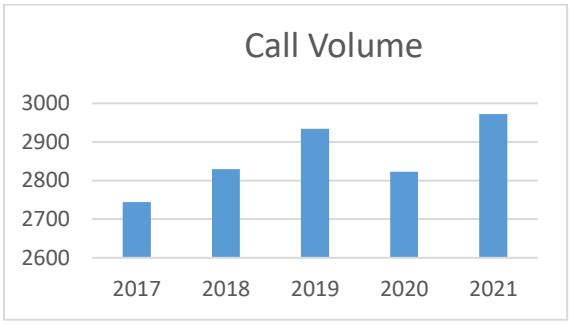
Vision Statement:

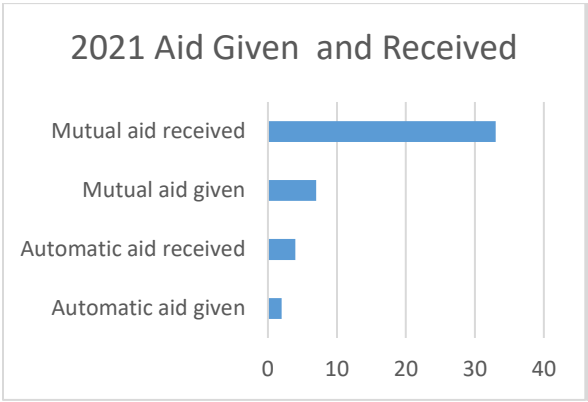
Our vision at Neenah-Menasha Fire Rescue is to have a positive, motivated, educated department. We strive to meet the community demands. We will accomplish this with an organized and defined structure. We encourage change, use resources to the full extent and work closely with outside agencies.

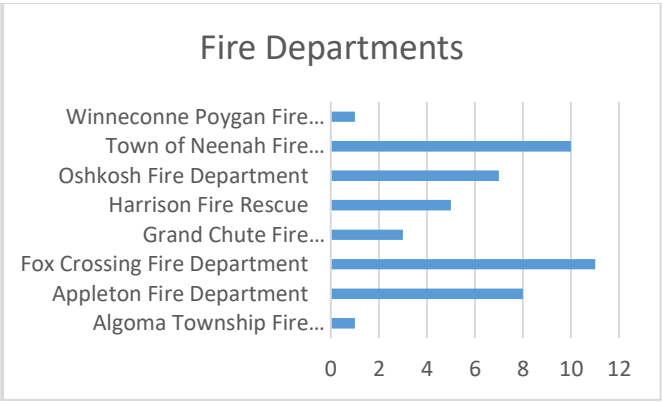
Our department activities can be broken down into three major divisions: Operations, Training and Prevention

Operations

Neenah – Menasha Fire Rescue maintains and operates out of four fire stations strategically placed in Neenah and Menasha to ensure an excellent response time to all areas of the cities. Total call volume continues to rise with 2021 being at record high volume. 2022 is on pace to surpass 3000 calls for service.







In 2022 automatic aid with the Appleton Fire Department was re-instated. We continue to benefit working with many of our neighbors through Mutual Aid Box Alarm System (MABAS). ***D/C Krueger***

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue	**Budget:** Fire Department Operations
Program: Public Safety	**Submitted by:** Kevin Kloehn

Professional Development

"Professional Development" for many jobs you get "trained" on how to use or do a specific tool or task on your orientation, other careers that require perfection with specific equipment and decision making skills have continued education or "Professional Development".

Professional Development and Credentialing: A wide variety of people, such as teachers, military officers, health care professionals, firefighters, law enforcement officers, lawyers, accountants and engineers engage in professional development. Individuals may participate in professional development because of an interest in lifelong learning, a sense of moral obligation, to maintain and improve professional competence, to enhance career progression, to keep abreast of new technology and practices, or to comply with professional regulatory requirements. Approaches to professional development, include consultation, coaching, lesson study, mentoring, reflective supervision and technical assistance.

NMFR uses all of these professional development approaches through our Job Performance Requirements (JPR's), Task Books and Subject Matter Experts (SME). Currently, NMFR has nearly 200 JPR's which are used to train and hone firefighters skills. We use these JPR's in our Task Books which include: Probationary Firefighter, Driver/Operator, Inspector/Investigator (under development) and Fire Officer. One of my greatest challenges is the department structure 3 shifts, 4 stations and 68 personnel. NMFR has SME's in; water rescue, technical rescue, vehicle extrication, fire suppression and incident management. I use these SME's to continue to develop department personnel skills and knowledge.

NMFR and the Oshkosh Fire Department completed our third joint recruit class in April of 2022. This is a great partnership between neighboring communities as it reduced the time commitment of on-duty crews working with recruit school (5 weeks).

NMFR continuously trains with neighboring fire departments and our police departments along with Gold Cross Ambulance. Training Topics have included, but not limited to:

- Structure Fire Attack
- Wild Land Fire Attack
- Pump Operations – Water Movement
- High Rise – Aerial Operations
- Shore & Boat Based Open Water Rescue
- SCUBA Dive Rescue – Open Water & Ice
- Active Shooter
- Emergency Medical Training
- Technical Rescue – Trench, Building Collapse, High Angle
- Mental Health – EAP, PTSD & Suicide

Professional Development and Credentialing, when you dial "911" it is your emergency and our citizens expect the very best are coming to help. Year to date, we trained nearly 12,000 hours, which sounds like a lot of training, but when it is YOUR EMERGENCY, you want to know the very best is coming to help!

Professional Development is not practicing until you get it right…
… It is practicing until you can't get it wrong.

AC Jim Peglow

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

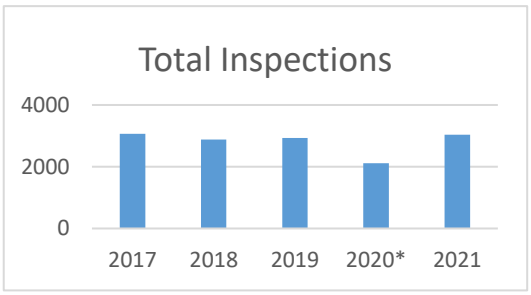
Department/Office: Neenah-Menasha Fire Rescue	**Budget:** Fire Department Operations
Program: Public Safety	**Submitted by:** Kevin Kloehn

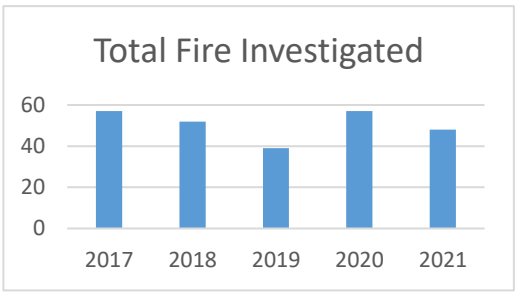
Fire Prevention, Fire Investigations and Public Education

NMFR Fire Prevention Bureau, encompasses Fire Prevention, Fire Inspections, Fire Investigations, and Public Education.

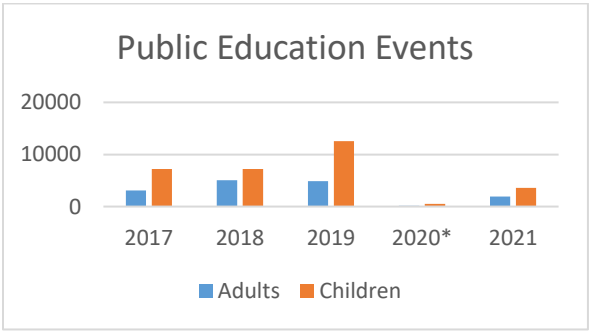
Fire prevention programs include detailed review of all new construction, remodeling of existing structures, refurbishing older facilities, and changes to any and all fire detection and suppression systems of all commercial properties and multi-family residential facilities.

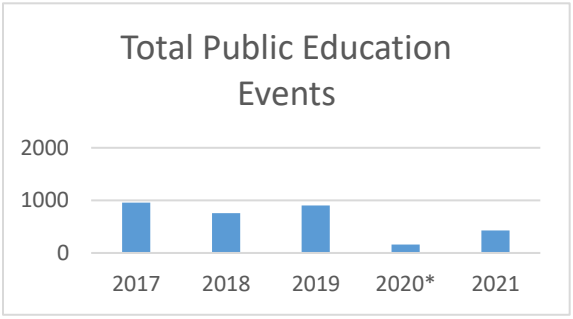
Fire inspections are required to be completed by Wisconsin State Statute, for all commercial businesses and multi-family (3 family or more) residential structures, within our jurisdiction, two times annually (with few exceptions). *This requirement is aided by the 2% dues funding from the State of Wisconsin.* **In *2022, the City of Neenah's 2% dues funding check was $102,271.42, and the City of Menasha's was $53,371.60.***





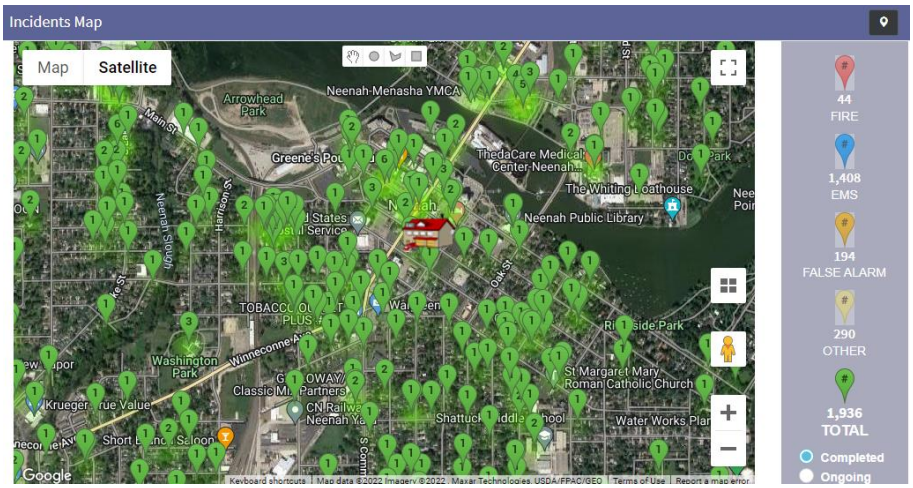
Fire investigations are required by Wisconsin State statute 165.55, which requires that every fire shall be investigated for cause, origin and circumstances. NMFR conducts investigations of every fire that occurs within our jurisdiction and works in conjunction with law enforcement when a fire is determined or suspected to be incendiary or criminal in nature.

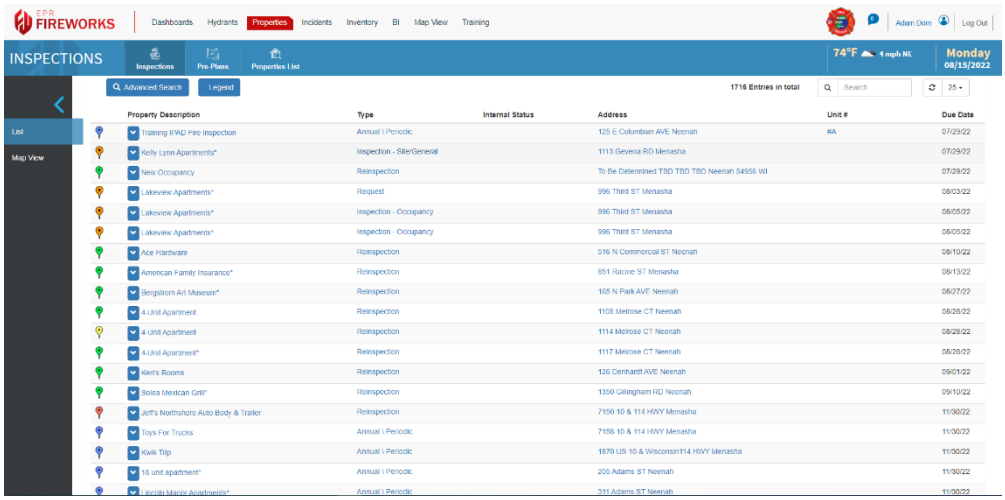




Fire and life safety education (public education), including our juvenile fire setter intervention program, remain active as well. Our Public Education Team, along with operations personnel, provided public education programs, fire/life safety presentations, and general fire safety educational information, to more than 17,400 children and adults through video, social media, and virtual meetings when in person meetings couldn't be held. The team continues to conduct fire safety programs at public and private schools in the Neenah and Menasha school districts during the fire prevention month of October. NMFR has a multi-age based program for Elementary, Middle and High School students to provide age appropriate fire safety presentations. NMFR focuses on adult and elderly programs including our ongoing residential smoke detector installs in single family residential homes throughout the cities of Neenah and Menasha at no cost to the residents through donations from the American Red Cross.

All of these special disciplines have proven to reduce injury and death yet is difficult when we attempt to compile a true perspective of the impact. Actual quantifiable numbers for fires prevented, and/or lives saved, by the information shared and lessons learned during our interaction with individuals cannot be measured as we cannot place a number or dollar amount on an incident that never occurs. However, we are very confident that maintaining the outstanding level of service that is provide through NMFR, certainly makes a huge difference and is without a doubt saving lives and property within the communities of Neenah and Menasha.





One of the most significant changes that has been made this year is the migration to a new records management system. This new system allows us to gather and retain information in real time. Contact information is being confirmed while fire inspections are being conducted and updated as necessary. The new program also allows us to map the building and provide data to responding companies in a map form, rather than reading it in a document, thus making much easier to understand what and where hazards or building features exist.

Assistant Chief Adam Dorn

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue	**Budget:** Fire Department Operations
Program: Public Safety	**Submitted by:** Kevin Kloehn

2022 Accomplishments:

- Held the 3rd Regional Joint Recruit Training Academy with Oshkosh Fire Department.
- Hired and trained three new firefighters to replace the two who retired and one who left.
- Set up a way to continue our fire prevention education within the two school districts during the pandemic.
- Goal setting with Shift Commanders and Administration Staff.
- Continuation of Quarterly Fire Officer development.
- Successfully completed the State of Wisconsin 2% Dues Audit.
- Transitioned our records management, scheduling, inspection and training software to three new platforms.
- Continue funding our smoke alarm program through donations from American Red Cross.
- Updated Strategic Plan for the next five years.
- Hired a new Deputy Chief and Assistant Chief/Fire Marshal.
- Seven firefighters completed, and passed, Fire Officer 2 class.
- Joint Training with Appleton, Grand Chute and Fox Crossing Fire Departments.
- New Task Force 1 Contract with the State of Wisconsin after a 3-year hiatus by the State.
- Annual Fit testing completed.
- Trained 3 new divers.
- Received a $2,000 WE Energies grant for a new four-gas meter.
- Re-established automatic aid for fire calls with Appleton Fire Department.

2022/2023 Goals:

- Prepare the department for the upcoming turnover in personnel.
- Improve the onboarding of our new firefighters, i.e. position descriptions, application process, interview scoring and how we make offers.

Major Increases/Decreases in 2023 Operating Budget Request: Listed below are major increases/decreases $5,000 and over. Increases/decreases less than $5,000 are not listed below.

Salaries (0101): Increase of $262,520 per City of Neenah Finance Department. New position requested.

Overtime (0104): Increase of $92,700 based on average actual usage for the past couple of years usage. Funds are used for training, staffing, and public relations activities. Retirements are usually done within the first quarter of every year and the positions are not filled until after the first quarter. This creates open positions that need to be backfilled when staffing drops below minimum manning. In addition, due to Covid we were not able to send staff to required training in 2020 and most of 2021. Training is just starting to pick up again in 2022.

Health Insurance (0110): Increase of $122,300 per City of Neenah Finance Department.

Fringes (0111): Increase of $157,080 per City of Neenah Finance Department. New position requested.

Test/Certification for Equipment (0116): Increase of $5,450. 5-year hydro test of cylinders are due and price increase is due to increases from various vendors. These funds are used to cover mandatory annual testing of equipment.

Maint. of Motor Vehicles (0213): Increase of $25,800 based upon an average monthly usage for repairs to an aging fleet of front line engines and increasing prices from vendors. Funds are used for maintenance and repairs of all staff vehicles. If funds are approved we will also begin a yearly corrosion protection spray for all engines and staff vehicles in an effort to slow down and/or stop corrosion experienced by the harsh chemicals the vehicles are exposed to during the winter months.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue	**Budget:** Fire Department Operations
Program: Public Safety	**Submitted by:** Kevin Kloehn

Professional Services (0238): Decrease of $5,910. EKG's are performed every other year. They are due in 2024.

Liability Insurance (0246): Increase of $5,120 per City of Neenah Finance Department.

Maint. of Training Tower (0250): Increase of $5,000. In 2022, we received grant funds to add on burn pods to the training tower. This provides hands on training for our staff to learn fire investigating skills. Increase is for materials to re-build after the simulated fires and to make normal wear/tear repairs to the training tower.

Neenah HR Services (0257): Increase of $5,000 per City of Neenah Finance Department.

Personal Protective Equipment (0348): Increase of $15,000. In 2022, the prices of turn out gear has increased 50%. In 2023, 1/3 of our fire helmets have reached their life expectancy and need to be replaced. We will also continue with our replacement plan of gear, boots, swift water suits, etc.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue	**Budget:** Fire Department Operations
Program: Public Safety	**Submitted by:** Kevin Kloehn

Object Code No.	Description and Justification	Detail Amounts Within Object	Total of Object Code
	SUPPLEMENTARY DETAIL WORKSHEET FOR CAPITAL OUTLAY		
8108	Office Furniture & Equipment To replace old office/living furniture as necessary for the four stations. Total projected cost is $4,000.	$4,000	$4,000
8113	Communication Equipment Funds are used monthly for the cost of the air cards for the MDC's and purchase of radio headsets used in all vehicles. Total projected cost is $11.950. Increase is to begin the process of replacing headsets in vehicles. Headsets are 5 years old and we spending between $800-$1,000 for repairs annually.	$11,950	$11,950
8114	Computer Software Outlay Costs associated with the purchase of anticipated new and/or additional software licenses needed. Total project cost is $1,000.	$1,000	$1,000
8115	Computer Hardware Outlay To replace computers in 2023 upon failure or based on Neenah IS's recommendation. In addition, we would like to have additional equipment to enhance our public education program. Increase of $8,275. Total projected cost is $10,775.	$10,780	$10,780
8133	All Other Equipment These funds are used to replace major equipment relating such as nozzles, adaptors, hose, ladders, large equipment. This includes water rescue and in-house EMS training. Total projected cost $25,000.	$25,000	$25,000
8149	Household Purchases This is requested by the Joint Finance & Personnel Committee to budget purchases and repairs that are needed in the future for various household items (refrigerators, stoves, chairs, washer, dryers, etc.) for all four fire stations. Increase is needed due to increased cost of replacing items. Total projected cost is $15,000.	$15,000	$15,000

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue	**Budget:** Regional Special Operations Team
Program: Public Safety	**Submitted by:** Kevin Kloehn

Neenah-Menasha Fire Rescue Special Operations Team:

In 2005, NMFR joined with other 11 fire departments from around the state including: Green Bay, Appleton and Oshkosh Fire Departments to create Wisconsin Task Force (WITF). WIFT has provided beneficial, and extremely technical training to many members of NMFR. This training has created several subject matter experts (SME's) that have assisted NMFR Training Bureau with department awareness and operations training to better protect our communities.

NMFR has gained valuable training, as well as approximately $200,000 worth of vehicles and equipment. These funds have been provided by the State of Wisconsin through the Department of Homeland Security.

In 2011, the State of Wisconsin reviewed the Special Operations program and moved forward with one statewide team versus four regional teams. Working under a signed contract with the State of Wisconsin, NMFR personnel continue involvement with the State of Wisconsin/Wisconsin Emergency Management Rescue Team as Wisconsin Task Force 1 (WI-TF1). Their participation increases their level of knowledge, skills, and abilities, enabling them to bring those skills and provide this service at the local level**.** A 2-year contract was signed with the State of Wisconsin in 2016. The department now has six (6) members still participating with the WI-TF1. Currently as of August 27, 2021 WI-TF1 is non-deployable due to no contract signed between the 11 fire departments and State of Wisconsin Emergency Management (WEM). The State of Wisconsin has now budgeted for WI-TF1 but WEM and the partnering departments are waiting for legislators to create and approve legislation to support WI-TF1.

In this time of no WI-TF1 training, area departments including Appleton, Green Bay, Oshkosh and NMFR are continuing to train to maintain a response capability for our communities. NMFR currently has six (6) members trained to Technician Level in the Technical Rescue. When WI-TF1 is stood back up, NMFR is committed to participating with WI-TF1 and WEM again.

Major Increases (Decreases) in 2023 Budget Request:

Overtime (0104): Decrease of $15,000. The increase is based upon the information we are receiving from the State on the estimated hours of training that will be conducted in 2023.

Reimbursement/Overtime (0105): Increase of $22,000. The increase is based upon the information we are receiving from the State on anticipated reimbursements in 2022.

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
FIRE DEPARTMENT								
FIRE OPERATIONS (2301-712)								
0101	Salaries	3,298,880	3,409,750	0	3,398,200	3,557,390	3,472,980	
0104	Overtime Wages	150,060	95,400	0	181,950	150,850	126,720	
0105	Reimbursement / Overtime	(7,510)	(7,230)	0	(5,160)	(6,030)	(6,030)	
0106	FLSA Overtime Wages	35,010	33,360	0	35,180	35,000	35,000	
0110	Health Insurance	641,200	625,230	0	677,330	668,080	657,520	
0111	Fringes	746,000	802,850	0	814,580	894,850	868,650	
0115	Schools/Seminars/Training	3,990	14,980	0	14,980	14,900	14,900	
0116	Test/Certification for Eq	5,480	7,040	0	7,040	10,290	10,290	
0117	Clothing Allowance	22,130	22,270	0	22,270	22,160	22,160	
0118	License Renewal	10	1,820	0	0	360	360	
0125	Employee School Reimb	0	0	0	800	0	0	
0128	Empl Recognition Awards	510	430	0	430	380	380	
	Personal Services	**4,895,760**	**5,005,900**	**0**	**5,147,600**	**5,348,230**	**5,202,930**	**197,030**
0202	Outside Printing	390	560	0	560	600	600	
0203	Postage	320	450	0	450	540	540	
0204	Conferences & Meetings	810	1,270	0	1,270	1,270	1,270	
0206	Advertising & Publication	0	120	0	0	120	120	
0207	Dues & Memberships	980	1,120	0	530	600	600	
0209	Maintenance of PPE/SCBA	4,680	2,170	0	2,450	2,720	2,720	
0210	Maint of Computer Hardwre	0	730	0	0	730	730	
0211	Maint of Other Equipment	2,120	2,430	0	2,430	2,470	2,470	
0213	Maint of Motor Vehicles	18,890	28,690	0	73,100	54,310	51,290	
0214	Maint of Buildings	4,190	5,160	0	5,160	7,240	7,240	
0215	Maint of Radio Equipment	4,530	4,060	0	4,060	4,040	4,040	
0216	Maint of Operating Equip	2,610	1,940	0	1,940	2,410	2,410	
0218	Maint of Software	22,820	27,180	0	27,180	27,040	27,040	
0221	Telephone	1,380	2,550	0	2,550	2,530	2,530	
0222	Electricity	31,020	28,510	0	28,510	30,170	30,170	
0223	Natural Gas	12,390	10,310	0	12,600	15,090	15,090	
0224	Water & Sewer	6,760	7,640	0	7,640	7,600	7,600	
0226	Storm Water	2,030	2,210	0	2,210	2,200	2,200	
0227	Cellular Telephone	4,140	6,390	0	6,390	8,580	8,580	
0232	Auditing Services	1,290	1,360	0	1,360	1,400	1,400	
0236	Outside Services	8,590	8,160	0	8,160	8,330	8,330	
0237	Pest Control	80	360	0	360	360	360	
0238	Professional Services	9,680	18,750	0	18,310	15,090	13,270	
0241	Tree Planting & Landscape	200	610	0	610	600	600	
0246	Liability Insurance	22,410	23,350	0	25,200	26,320	26,320	
0247	Auto/Physical Damage Ins	10,240	11,040	0	10,410	11,280	11,280	
0250	Maint of Training Tower	20	1,000	0	1,000	4,010	4,010	
0252	Rental of Equipment	190	240	0	240	420	420	
0254	Printer / Copies	1,650	1,620	0	1,620	1,640	1,640	
0255	Neenah City I/S Services	73,170	77,690	0	77,690	80,310	80,310	
0256	Neenah City Finance Ser.	15,410	16,070	0	16,070	16,740	16,740	
0257	Neenah City H/R Services	35,900	39,420	0	39,420	42,240	42,240	
0258	GIS Services/Internal	0	7,270	0	7,270	7,990	7,990	
0262	Public Relations/Services	1,330	4,850	0	4,850	7,240	4,830	
0280	Neenah-Menasha FireRescue	0	0	4,119,653	0	0	0	
0293	Maint of Motor Veh/Fleet	0	60	0	0	0	0	
0294	Oil and Fluids/Fleet	0	60	0	0	0	0	
0296	Maint of Equipment/Fleet	0	60	0	0	0	0	
	Contractual Services	**300,220**	**345,460**	**4,119,653**	**391,600**	**394,230**	**386,980**	**41,520**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
FIRE OPERATIONS (2301-712) cont.								
0301	Office Supplies	1,130	1,020	0	1,020	1,030	1,030	
0306	Cleaning/Janitor Supplies	6,720	10,120	0	10,120	10,560	10,560	
0308	Books and Periodicals	1,370	2,200	0	2,200	2,180	2,180	
0310	Gasoline & Oil	17,780	18,950	0	18,970	21,120	21,120	
0319	Safety Supplies	3,270	4,060	0	4,060	4,040	4,040	
0320	Small Tools	610	720	0	720	1,810	1,810	
0325	Consumable supplies	1,290	1,210	0	1,520	1,210	1,210	
0326	Photography Supplies	340	300	0	180	300	300	
0333	All Other Supplies	1,400	2,300	0	2,300	2,290	2,290	
0344	Small Equipment	2,920	5,760	0	5,760	8,450	8,450	
0347	Small Computer Hardware	330	490	0	130	600	600	
0348	Per Protective Equipment	49,580	30,330	0	30,330	39,220	39,220	
0350	Training Supplies	330	2,460	0	2,460	3,020	3,020	
	Supplies & Materials	**87,070**	**79,920**	**0**	**79,770**	**95,830**	**95,830**	**15,910**
	OPERATIONS	**5,283,050**	**5,431,280**	**4,119,653**	**5,618,970**	**5,838,290**	**5,685,740**	**254,460**
							Percent Budget Change	**4.69%**
CAPITAL OUTLAY (2301-712)								
8108	Office Furniture & Equip	120	1,640	0	1,640	2,410	2,410	
8113	Communication Equipment	2,500	2,430	0	2,430	7,210	7,210	
8114	Computer Software Outlay	1,930	610	0	90	600	600	
8115	Computer Hardware Outlay	2,430	1,520	0	1,230	6,500	6,500	
8133	All Other Equipment	13,420	13,340	0	13,340	15,090	15,090	
8149	Household Purchases	6,010	5,900	0	5,900	9,050	9,050	
	CAPITAL OUTLAY	**26,410**	**25,440**	**0**	**24,630**	**40,860**	**40,860**	**15,420**
OTHER								
9005	Revenue Offset	0	(19,910)	0	0	(10,560)	(10,560)	
	OTHER	**0**	**(19,910)**	**0**	**0**	**(10,560)**	**(10,560)**	**9,350**
FIRE OPERATIONS/CAPITAL OUTLAY		**5,309,460**	**5,436,810**	**4,119,653**	**5,643,600**	**5,868,590**	**5,716,040**	**279,230**
							Percent Budget Change	**5.14%**
FIRE STATION BUILDINGS (2304-712)								
0214	Maint of Buildings	32,847	26,000	15,137	26,000	26,000	26,000	
	Contractual Services	**32,847**	**26,000**	**15,137**	**26,000**	**26,000**	**26,000**	**0**
	FIRE STATION BUILDINGS	**32,847**	**26,000**	**15,137**	**26,000**	**26,000**	**26,000**	**0**
							Percent Budget Change	**0.00%**
REG SPEC OPER RESP TEAM (2314-172)								
0104	Overtime Wages	1,250	21,230	0	3,640	16,900	16,900	
0105	Reimbursement / Overtime	0	(18,200)	0	(610)	(13,270)	(13,270)	
0111	Fringes	0	4,660	0	800	3,920	3,920	
	Personal Services	**1,250**	**7,690**	**0**	**3,830**	**7,550**	**7,550**	**(140)**
0216	Maint of Operating Equip	430	550	0	0	540	540	
	Contractual Services	**430**	**550**	**0**	**0**	**540**	**540**	**(10)**
0320	Small Tools	0	300	0	0	300	300	
0348	Per Protective Equipment	0	4,240	0	0	4,530	4,530	
0350	Training Supplies	0	300	0	0	300	300	
	Supplies & Materials	**0**	**4,840**	**0**	**0**	**5,130**	**5,130**	**290**
8133	All Other Equipment	60	850	0	160	840	840	
	Capital Outlay	**60**	**850**	**0**	**160**	**840**	**840**	**(10)**
	REG SPEC OPER RESP TEAM	**1,740**	**13,930**	**0**	**3,990**	**14,060**	**14,060**	**130**
							Percent Budget Change	**0.93%**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
JOINT FIRE COMMISSION (2320-712)								
0206	Advertising & Publication	0	300	0	300	300	300	
0236	Outside Services	5,100	2,730	0	1,570	2,720	2,720	
0261	Misc Expenditures	200	730	0	730	1,330	1,330	
	Contractual Services	**5,300**	**3,760**	**0**	**2,600**	**4,350**	**4,350**	**590**
	JOINT FIRE COMMISSION	**5,300**	**3,760**	**0**	**2,600**	**4,350**	**4,350**	**590**
							Percent Budget Change	**15.69%**
SPECIAL RESERVES & ESCROW (2326-712)								
0101	Salaries	0	6,700	0	0	9,120	9,120	
0110	Health Insurance	0	30,330	0	0	57,920	12,660	
0111	Fringes	0	1,340	0	0	2,010	2,010	
		0	38,370	0	0	69,050	23,790	**(14,580)**
FIRE DEPARTMENT		**5,349,347**	**5,518,870**	**4,134,790**	**5,676,190**	**5,982,050**	**5,784,240**	**265,370**
							Percent Budget Change	**4.81%**

CITY OF NEENAH
REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES

Department/Office:	**Budget:**
Neenah-Menasha Fire Rescue	Fire Department Operations
Program:	**Submitted by:**
Public Safety	Kevin Kloehn

	STAFFING				**SALARIES & WAGES**		
	Current Budget		**Requested Budget**		**Approved**	**Current**	**Requested**
	Grade/Monthly		**Grade/Monthly**		**Budget**	**Estimate**	**For**
POSITION TITLE	**Sal./Hr. Rate**	**No.**	**Sal./Hr. Rate**	**No.**	**for 2022**	**for 2022**	**2023**
FULL TIME							
Fire Chief	Grade S3	1.00	Grade S3	1.00	$108,310	$108,310	$109,120
Deputy Fire Chief / Operations	Grade O3	1.00	Grade O3	1.00	98,440	98,440	99,800
Asst Chief-Emerg Mgmt/Trng	Grade N3	1.00	Grade N3	1.00	84,460	84,460	85,080
Asst Chief-Prevention/Inspect	Grade N3	1.00	Grade N3	1.00	83,000	68,750	82,500
Community Risk Reduction Specialist	-	-	Grade N3	1.00	0	0	82,890
Management Assistant	Grade H3	1.00	Grade H3	1.00	55,030	55,030	55,440
Fire Officers	85,417	15.00	87,339	15.00	1,351,760	1,351,190	1,381,260
Mechanics	82,678 - 85,417	4.00	84,538 - 87,339	4.00	355,180	355,180	363,170
Assistant Inspectors	81,063	6.00	82,887	6.00	511,400	510,760	522,600
Shift Commanders	88,613	3.00	90,607	3.00	281,880	281,880	288,130
Drivers	79,677	12.00	81,470	12.00	1,006,050	1,005,990	1,028,470
Fire Fighters	49,902 - 76,938	23.00	51,025 - 78,669	23.00	1,592,310	1,577,740	1,684,290
Subtotal		68.00		69.00	$5,527,820	$5,497,730	$5,782,750
OTHER COMPENSATION							
Work in Other Classification	-		-		47,000	47,000	47,000
First Responders Pay	-		-		44,100	44,100	51,350
Accrued Wages	-		-		14,140	14,140	14,480
OVERTIME	-		-				
Operating Overtime	-		-		157,300	260,000	250,000
Special OPER Overtime	-		-		35,000	6,000	28,000
FLSA Overtime (2470 Hrs.)	-		-		55,000	58,000	58,000
TOTAL	XXX	68.00	XXX	69.00	$5,880,360	$5,926,970	$6,231,580

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Emergency Management	**Budget:** Emergency Management
Program: Public Safety	**Submitted by:** Kevin Kloehn/Victor Voss

Goals/Responsibilities:

This program was started in 1984 to establish an Emergency Operations Center ("EOC") and to provide centralized guidance in case of a disaster in the City. Currently, the Neenah Police Department Community Room is utilized as our first option for the EOC in the City of Neenah. Our department is responsible for managing the EOC's in both of the Cities of Neenah and Menasha. It was decided that each of the EOC's would serve as backup for each other and serve as the secondary backup site for each community. The EOC for the City of Menasha is in the basement of the Public Services Building that houses both the Menasha Police Department and our fire station. We also have the ability to request Winnebago County Emergency Management to open an EOC at the Sheriff's Department and/or bring their mobile command post to the emergency scene.

2022 Accomplishments:

- Due to the situation of Covid-19 there was no exercise.

2023 Goals/Plans:

- Update Emergency Response Plan
- Hold a tabletop exercise coordinated with both Cities.
- Working with Winnebago County Emergency Management to establish certification classes for city employees/department heads.

Major Increases (Decreases) in 2023 Budget Request: None.

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
EMERGENCY GOVERNMENT								
OPERATIONS (2519-713)								
0115	Schools/Seminars/Training	0	450	0	0	450	450	
	Personnel Services	**0**	**450**	**0**	**0**	**450**	**450**	**0**
0207	Dues & Memberships	0	20	0	0	20	20	
0236	Outside Services	960	1,000	640	640	1,000	1,000	
	Contractual Services	**960**	**1,020**	**640**	**640**	**1,020**	**1,020**	**0**
0301	Office Supplies	0	100	0	0	100	100	
0308	Books and Periodicals	0	50	0	0	50	50	
0333	All Other Supplies	0	200	100	100	200	200	
0344	Small Equipment	0	50	0	0	50	50	
	Supplies & Materials	**0**	**400**	**100**	**100**	**400**	**400**	**0**
8133	Communication Equipment	0	0	4,715	4,720	0	0	
	Supplies & Materials	**0**	**0**	**4,715**	**4,720**	**0**	**0**	**0**
	EMERGENCY GOVERNMENT	**960**	**1,870**	**5,455**	**5,460**	**1,870**	**1,870**	**0**
OTHER PUBLIC SAFETY								
POLICE COMMISSION (2520-713)								
0203	Postage	0	30	0	0	30	30	
0236	Outside Services	2,699	8,000	6,946	6,950	4,000	4,000	
0261	Misc Expenditures	0	200	0	50	200	200	
	Contractual Services	**2,699**	**8,230**	**6,946**	**7,000**	**4,230**	**4,230**	**(4,000)**
	POLICE & FIRE COMMISSION	**2,699**	**8,230**	**6,946**	**7,000**	**4,230**	**4,230**	**(4,000)**

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Other Public Safety
Program:	**Submitted by:**
Public Safety	Aaron Olson

POLICE COMMISSION

The Police Commission, made up of five citizens appointed by the mayor, is statutorily created to serve the staffing needs of the police department. The Commission is specifically tasked with conducting all sworn officer hires, promotions, and demotions/dismissals (excluding dismissals of probationary officers). The Commission approves hiring processes, conducts interviews, establishes eligibility lists, and approves hiring offers.

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DEPARTMENT OF PUBLIC WORKS AND UTILITIES

Department Head

Gerry Kaiser

Major Activities

The Department is responsible for the administration of all City engineering and provides supervision of all design, maintenance, repair and construction of streets, storm sewers and drainage facilities, sanitary sewers and lift stations, traffic control devices, street lighting, City buildings and structures, as well as all machinery, equipment and property used in any activity under department control. Certain activities under the control of Public Works (Sanitary Sewer Utility, Storm Water Utility, Fleet Management) are located in the last two sections of the Executive Budget.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget-General Fund only (excluding Public Right-of-Way Forestry)	$4,347,599	$4,385,740	$4,553,570	3.83%	$4,553,570	3.83%
No. of Employees (FTE) - All Funds	41.73	41.73	41.73	0.00%	41.73	0.00%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Public Works

Mayor's Comments:

No changes recommended.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Public Works	Public Works
Program:	**Submitted by:**
Public Works	Gerry Kaiser

DEPARTMENT OF PUBLIC WORKS

Goals/Responsibilities:
Provides engineering, maintenance, public services and technical advice on a variety of projects.

Activities:
Technical consultation with other government units.

Design, manage construction, maintain and repair:
- streets
- curb and gutter
- sidewalks
- bridges
- traffic control devices
- storm sewers and ponds
- sanitary sewers
- City buildings and structures
- City parking lots
- related machinery and equipment
- street lights

Public services include:
- garbage and refuse collection
- recycling
- snow removal
- street cleaning
- yard waste collection
- wastewater conveyance
- storm water collection, conveyance and treatment
- traffic operations

Maintain records for:
- real property owned by City
- property maps

2023 PUBLIC WORKS STAFF

Engineering/Administration	
1	Director of Public Works
1	Civil Engineer III
1	Civil Engineer II
1	Traffic Engineer
1	Engineering Technician
1	Construction Inspector/Engineering Aide
1	Office Manager
7	TOTAL

Operations	
1	Public Works Superintendent
1	Assistant Public Works Superintendent
0.75	Records/Data Entry Clerk
25	Public Works Crew
1	Traffic Maintenance Worker
0.5	Building Attendant
29.25	TOTAL

Several crew have been cross-trained in traffic maintenance and can be allocated to traffic work as the workload demands.

Fleet Maintenance	
1	Fleet Maintenance Superintendent
4	Mechanics
0.5	Shop Attendant
5.5	TOTAL

CITY OF NEENAH
OPERATING BUDGET
***** SUMMARY OF PUBLIC WORKS DEPARTMENT BY TYPE OF EXPENDITURE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PERSONAL SERVICES								
0101	Salaries	687,295	696,710	478,167	662,600	687,230	687,230	
0102	Full Time Hourly Wages	731,632	735,220	532,265	744,600	761,790	761,790	
0103	Temporary Wages	18,626	19,000	24,357	24,830	21,000	21,000	
0104	Overtime Wages	83,190	100,900	51,082	86,340	94,950	94,950	
0110	Health Insurance	446,295	452,720	353,449	456,420	466,110	466,110	
0111	Fringes	304,542	310,740	217,101	303,350	313,530	313,530	
0115	Schools/Seminars/Training	1,265	1,850	241	1,850	1,850	1,850	
0117	Clothing Allowance	10,566	12,000	11,562	12,000	12,000	12,000	
0118	License Renewal	40	360	106	360	280	280	
0124	Meal Allowance	1,308	1,610	784	1,380	1,610	1,610	
0127	DOT Emp Notification Prog	0	20	0	20	20	20	
0128	Empl Recognition Awards	453	110	0	110	360	360	
	PERSONAL SERVICES	**2,285,212**	**2,331,240**	**1,669,114**	**2,293,860**	**2,360,730**	**2,360,730**	**29,490**
CONTRACTUAL SERVICES								
0202	Outside Printing	844	850	553	1,010	850	850	
0203	Postage	1,138	1,110	1,336	1,350	1,210	1,210	
0204	Conferences & Meetings	274	950	180	950	950	950	
0205	Debit Card Charges	136	120	123	200	150	150	
0206	Advertising & Publication	283	420	31	360	360	360	
0207	Dues & Memberships	410	250	417	470	250	250	
0212	Maint of Office Equipment	0	200	0	200	200	200	
0213	Maint of Motor Vehicles	44	830	0	830	830	830	
0214	Maint of Buildings	31,767	26,000	23,412	26,000	26,000	26,000	
0215	Maint of Radio Equipment	0	50	0	50	50	50	
0216	Maint of Operating Equip	5,125	4,650	3,816	4,650	4,650	4,650	
0217	Maint of Traffic Signals	10,072	8,000	2,757	8,000	8,000	8,000	
0218	Maintenance of Software	8,096	8,140	2,174	8,150	8,000	8,000	
0219	Maintenance of Land	0	200	0	200	200	200	
0221	Telephone	5,822	5,970	3,543	5,710	5,820	5,820	
0222	Electricity	618,802	642,560	408,737	629,570	649,260	649,260	
0223	Natural Gas	13,745	15,110	15,320	19,830	17,500	17,500	
0224	Water & Sewer	9,527	12,810	5,940	13,470	14,150	14,150	
0226	Storm Water	9,332	9,340	4,641	9,340	9,340	9,340	
0227	Cellular Telephone	5,823	5,720	4,474	6,270	6,420	6,420	
0229	Maint of Pavement Marking	34,480	18,590	17,674	17,680	1,000	1,000	
0236	Outside Services	103,116	124,900	73,036	126,270	124,900	124,900	
0237	Pest Control	578	550	394	550	550	550	
0238	Professional Services	0	1,200	850	1,850	1,200	1,200	
0242	Permits	20	200	0	200	200	200	
0243	Tipping Fees	375,431	372,000	247,134	365,000	397,000	397,000	
0244	Commercial Dumpsters	65,821	69,000	36,215	66,000	70,000	70,000	
0245	License Fees	688	700	705	710	700	700	
0249	Dumpster Pulls	33,895	41,000	34,601	50,000	45,000	45,000	
0252	Rental of Equipment	0	1,000	0	1,000	1,000	1,000	
0254	Printer / Copies	4,006	4,150	3,059	4,150	4,020	4,020	
0255	IS Services / Internal	98,250	39,070	29,302	39,070	83,300	83,300	
0258	GIS Services/Internal	0	22,580	16,935	22,580	24,960	24,960	
0293	Maint of Motor Veh/Fleet	223,803	215,380	143,073	214,470	214,120	214,120	
0294	Oil and Fluids/Fleet	10,896	13,350	5,928	12,080	12,800	12,800	
0296	Maint of Oper Equip/Fleet	61,896	67,540	65,384	79,340	68,440	68,440	
	CONTRACTUAL SERVICES	**1,734,120**	**1,734,490**	**1,151,744**	**1,737,560**	**1,803,380**	**1,803,380**	**68,890**

CITY OF NEENAH
OPERATING BUDGET
***** SUMMARY OF PUBLIC WORKS DEPARTMENT BY TYPE OF EXPENDITURE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
SUPPLIES & MATERIALS								
0301	Office Supplies	919	1,070	1,207	1,420	1,120	1,120	
0302	Inhouse Printing	0	20	0	20	20	20	
0303	Computer Oper Supplies	0	100	0	100	100	100	
0305	Chemicals	464	1,400	1,470	1,470	1,200	1,200	
0306	Cleaning/Janitor Supplies	2,061	2,250	1,216	2,250	2,250	2,250	
0310	Gasoline & Oil	101,845	95,130	106,085	137,190	149,480	149,480	
0311	Fixed Equip. Maint Supply	1,407	2,500	112	2,200	2,500	2,500	
0313	Motor Vehicles Maint. Sup	0	670	12	670	670	670	
0314	Building Maint Supplies	274	1,300	20	1,000	1,300	1,300	
0316	Equipment Maint. Supplies	1,022	2,800	2,599	4,250	2,750	2,750	
0317	Traffic Signal Supplies	13,225	27,000	7,860	27,000	27,000	27,000	
0319	Safety Supplies	1,819	2,850	1,909	3,000	2,850	2,850	
0320	Small Tools	1,340	1,120	1,255	1,650	1,120	1,120	
0324	Pavement Marking Supplies	725	1,300	0	500	1,300	1,300	
0327	Sign & Barricade Supplies	12,934	15,000	10,926	15,000	15,000	15,000	
0330	Sand Gravel Hot/Cold Mix	23,833	19,300	27,333	30,430	22,300	22,300	
0332	Salt & Stone Chips	123,592	96,100	95,346	103,100	108,100	108,100	
0333	All Other Supplies	4,713	10,050	4,218	7,930	9,350	9,350	
0335	Manhole/Catch Basin/Pipe	277	800	73	500	500	500	
0339	Tires & Tire Maintenance	31,749	22,500	22,202	31,300	23,800	23,800	
0343	Small Program Packages	0	300	0	300	300	300	
0344	Small Equipment	341	1,050	292	1,000	1,050	1,050	
0345	Shop Supplies	0	200	97	200	200	200	
0346	Maint of Lift Station	4,000	4,000	1,879	4,000	4,000	4,000	
0347	Small Computer Hardware	1,136	800	0	800	800	800	
	SUPPLIES & MATERIALS	**327,676**	**309,610**	**286,111**	**377,280**	**379,060**	**379,060**	**69,450**
CAPITAL OUTLAY								
8103	Office Furniture & Equip.	300	350	0	350	350	350	
8113	Communication Equipment	0	750	0	750	750	750	
8115	Computer Hardware Outlay	0	4,200	6,927	6,930	4,200	4,200	
8116	Maintenance Equipment	0	4,000	3,197	3,200	4,000	4,000	
8133	All Other Equipment	291	1,100	0	1,100	1,100	1,100	
	CAPITAL OUTLAY	**591**	**10,400**	**10,124**	**12,330**	**10,400**	**10,400**	**0**
	TOTAL PUBLIC WORKS	**4,347,599**	**4,385,740**	**3,117,093**	**4,421,030**	**4,553,570**	**4,553,570**	**167,830**
							Percent Budget Change	**3.83%**

CITY OF NEENAH
REQUEST FOR 2023 OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES

Department/Office:	**Budget:**
Public Works	Public Works Operations
Program:	**Submitted by:**
Public Works	Gerry Kaiser

	STAFFING				**SALARIES & WAGES**		
	Current Budget		**Requested Budget**		**Approved**	**Current**	**Requested**
POSITION TITLE	**Grade/Monthly Sal./Hr. Rate**	**No.**	**Grade/Monthly Sal./Hr. Rate**	**No.**	**Budget for 2022**	**Estimate for 2022**	**For 2023**
FULL TIME							
Director of Public Works	Grade S3	1.00	Grade S3	1.00	108,310	108,310	109,120
Public Works Superintendent	Grade O4	1.00	Grade O4	1.00	89,460	89,460	91,020
P.W. Asst. Superintendent	Grade M4	1.00	Grade M4	1.00	82,000	74,000	72,000
Civil Engineer III	Grade M3	1.00	Grade M3	1.00	79,430	79,430	79,920
Traffic Engineer	Grade L3	1.00	Grade L3	1.00	70,620	70,620	73,480
Civil Engineer II	Grade K3	1.00	Grade K3	1.00	70,310	70,310	70,740
Engineering Technician I	Grade J3	1.00	Grade J3	1.00	62,510	62,510	63,960
Const. Insp./Engineer Aide I	Grade G3	1.00	Grade G3	1.00	58,000	40,300	47,940
Office Manager	Grade G3	1.00	Grade G3	1.00	48,980	48,980	49,800
Traffic Maintenance Crew Person	Grade L7	1.00	Grade L7	1.00	53,790	53,790	54,120
Crew Person	Grade L6	25.00	Grade L6	25.00	1,204,920	1,162,480	1,193,640
Garage Attendant	Grade L6	0.50	Grade L6	0.50	22,530	22,530	23,130
(shared w/ Fleet Management)							
Subtotal		35.50		35.50	$1,950,860	$1,882,720	$1,928,870
PART-TIME							
Garage Admin Assistant (1,510 Hours)	Grade CH	0.73	Grade CH	0.73	28,000	18,680	29,250
OTHER COMPENSATION							
Accrued Wages	-		-		0	0	0
Work in Other Class	-		-		10,000	10,000	10,000
Overtime / Operations	-		-		145,200	126,810	140,550
TEMPORARY							
Operations	10.00-10.75/hr		10.00-10.75/hr		23,100	24,500	25,300
Administration	12.00-13.50/hr		12.00-13.50/hr		11,000	11,000	11,000
Public Weed Cutting	10.00-10.75/hr		10.00-10.75/hr		8,000	10,000	10,000
Fleet Management Employees	-		-		20,000	20,000	20,000
INFORMATION ONLY							
Recycling Wages	-		-		201,160	213,400	208,800
City-Wide Forestry Wages	-		-		103,080	104,500	106,000
Storm Water Management	-		-		299,670	237,650	258,600
Parking	-		-		32,840	25,000	27,000
TOTAL	XXX	36.23	XXX	36.23	$2,196,160	$2,103,710	$2,174,970

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES SUMMARY BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

PUBLIC WORKS DEPARTMENT	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
Engineering	846,548	817,910	582,011	798,470	842,060	842,060	24,150
Capital Outlay-Engineering	0	200	0	200	200	200	0
Tullar Garage	475,120	496,800	356,656	481,180	512,730	512,730	15,930
Cecil Street Garage	18,432	17,800	13,326	23,940	23,610	23,610	15,930
Refuse Garbage Collection	848,266	834,920	638,407	873,110	918,070	918,070	83,150
Sanitary Sewers/Lift Station	297,310	325,340	213,347	328,670	342,270	342,270	16,930
T-V Sewer Insp. & Sealing	25,297	34,680	4,268	34,680	34,700	34,700	20
Repair of Streets	466,426	442,280	341,806	454,150	456,120	456,120	13,840
Snow & Ice Removal	510,139	529,990	358,489	534,300	540,790	540,790	10,800
Weed Cutting	60,315	51,800	62,560	68,420	65,640	65,640	13,840
Traffic Control	224,486	233,450	155,180	222,140	215,480	215,480	(17,970)
Street Lighting	571,556	585,520	371,581	578,260	586,920	586,920	1,400
Capital Outlay - P.W. Equip.	591	10,200	10,124	12,130	10,200	10,200	0
DPW Services - Interdept.	3,113	4,850	9,340	11,380	4,780	4,780	(70)
TOTAL PUBLIC WORKS	**4,347,599**	**4,385,740**	**3,117,095**	**4,421,030**	**4,553,570**	**4,553,570**	**167,830**
						Percent Budget Change	**3.83%**
PUBLIC WORKS REVENUES:							
Special Service Charges	9,558	8,000	7,340	9,200	8,000	8,000	0
San./Street/Hwy Service Charges	178,112	130,650	130,090	152,200	139,150	139,150	8,500
TOTAL REVENUES	**187,670**	**138,650**	**137,430**	**161,400**	**147,150**	**147,150**	**8,500**
						Percent Budget Change	**6.13%**

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Public Works	Public Works
Program:	**Submitted by:**
Public Works	Gerry Kaiser

Engineering
(010-3501-731)

Goals/Responsibilities:
The staff is responsible for a wide variety of activities including:
- Design, manage and provide construction staking and inspection for City infrastructure including streets, sanitary and storm sewers, sidewalks and trails, and water main.
- Calculate, bill and track payment for special assessments and enterprise funds.
- Manage traffic, fleet, urban forest, sanitation and recycling activities.
- Review requests to excavate in street right-of-way.
- Provide technical support for maintenance of City buildings, parking lots and ramps.
- Provide technical support for other City departments.
- Identify and pursue project funding sources.

2022 Accomplishments:
- Replaced utilities and reconstructed/resurfaced streets identified in the capital improvement program.
- Completed the Harrison Street Pond and the Jewelers Park Drive Trail.
- Transitioned to T2 Systems ownership of the parking management program.
- Continued to assist with site grading and drainage for Arrowhead Park.
- Updated official traffic maps.
- Provided input for downtown master plan.
- Updated GIS data for sanitary sewer and storm sewer utilities.
- Increased use of GPS technology for field data collection.
- Coordinated utility work at CTH CB/CTH JJ roundabout with Winnebago County.
- Started design for 2025 reconstruction of S. Commercial Street.

2023 Goals/Plans:
- Replace utilities, reconstruct streets, make facility changes and implement traffic signal projects identified in 2023 capital improvement program.

Major Increases (Decreases) in 2023 Budget Request:
- Increased IS Services/Internal charges.
- Increased Gasoline & Oil costs.

Public Works - Administration
Capital Outlay
(010-3581-731)

Goals/Responsibilities:
Purchase small tools, equipment and office furniture as needed to maintain an efficient work environment.

2022 Accomplishments:
Purchased equipment as per budget.

2023 Goals/Plans:
Purchase equipment as per budget.

Major Increases (Decreases) in 2023 Budget Request: None

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Public Works	Public Works
Program:	**Submitted by:**
Public Works	Gerry Kaiser

Municipal Garage
(010-3701-732)

Goals/Responsibilities:
Manage and maintain the facility.

2022 Accomplishments:
- Continued to evaluate all areas of activity to insure the highest efficiency.
- Maintained buildings and grounds.

2023 Goals/Plans:
- Continue to explore ways to increase productivity.
- Maintain building and grounds.
- Implement projects identified in the capital improvement program.

Major Increases (Decreases) in 2023 Budget Request:
- Increased IS Services/Internal charges.

Cecil Street Garage
(010-3702-732)

Goals/Responsibilities:
Manage and maintain facility.

2022 Accomplishments:
- Continued use as a cold storage facility for City and community groups.
- Continued rental contracts with Kids Kart Club and Youth-Go.

2023 Goals/Plans:
- Continue use as a cold storage facility for City and community groups.
- Continue rental contracts with Kids Kart Club and Youth-Go.
- Review rental agreements with tenants.
- Maintain buildings and grounds.

Major Increases (Decreases) in 2023 Budget Request: None

Refuse/Garbage Collection
(010-4101-733)

Goals/Responsibilities:
Provide cost effective collection and disposal of refuse, garbage and recyclable materials.

2022 Accomplishments:
- Administered contract for the commercial dumpster program.
- Continued to bill 100% of cost of commercial dumpster program to participants.
- Reviewed commercial dumpster cost allocations for downtown businesses.
- Continued program for card access to drop-off site.
- Staffed drop-off center weekdays from March through December and Saturday mornings from May through November.
- Closed drop-off center in January and February.
- Audited inventory of in-service refuse and recycling carts.
- Reviewed charge for residential dumpster rental.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Public Works	**Budget:** Public Works
Program: Public Works	**Submitted by:** Gerry Kaiser

Refuse Garbage Collection (continued)
(010-4101-733)

2023 Goals/Plans:
- Continue to bill 100% of cost of commercial dumpster program to participants.
- Continue to staff drop-off center as in 2022.

Major Increases (Decreases) in 2023 Budget Request:
- Increased Gasoline & Oil costs.
- Increased the pay rate for drop-off site attendants to $10.75 per hour.
- Assumed a continuation of a city-administered commercial dumpster program with 100% of the cost being charged to the end users.
- Assumed the following tipping fees:
  - General Municipal Refuse - $49 per ton – a $4/ton increase from 2022.
  - Sweepings Refuse - $49 per ton
  - Yard Waste - $32 per ton.
  - Wood (clean) - $49 per ton.
  - Single Stream Recycling - $5 per ton.
- Assumed combined tonnage of 8,100 tons for curbside refuse, curbside large item and drop-off large item.
- Assumed Recycling Special Charge in combination with State aid and City share of recycling commodity sales revenue will generate enough revenue to pay for all recycling related expenses.

Sanitary Sewers
(010-4103-733)

Goals/Responsibilities:
To transport sewage to the wastewater treatment plant, maintain and clean approximately 120 miles of sanitary sewers and 2,590 manholes. Operate, maintain and repair 8 lift stations:
- Doty Lift Station (at South Park)
- Main Street Lift Station (at Slough)
- Breezewood Lift Station (at Bergstrom)
- Kittiver Lift Station
- Wheeler Lift Station (in Riverside Park)
- Lake Edge Lift Station (on Lynrose)
- Tullar Road Lift Station (near City Garage)
- Westbreeze Lift Station (near Meadowbreeze)

2022 Accomplishments:
- Continued sanitary sewer utility rate analysis.
- Updated sanitary sewer system information in the GIS.
- Continued work to reduce inflow/infiltration. Identified areas to address in 2023.
- Replaced sanitary sewers in accordance with the capital improvement program.
- Continued sewer grouting and manhole repair.

2023 Goals/Plans:
- Continue progress on the elimination of inflow and infiltration.
- Continue sewer grouting and manhole repair.
- Design and manage sanitary sewer projects in the capital improvement program.
- Implement conclusions of sanitary sewer utility rate study.
- Review sanitary sewer interceptor charge for annexations.

Major Increases (Decreases) in 2023 Budget Request: None

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Public Works	**Budget:** Public Works
Program: Public Works	**Submitted by:** Gerry Kaiser

TV Sewer Inspection & Sealing
(010-4104-733) (049-3902-733)

Goals/Responsibilities:
Televise sanitary and storm sewers to locate areas in need of repair. Seal leaks where problems are found.

2022 Accomplishments:
- Continued TV and seal program as required.
- Coordinated TV work with sewer construction and completed work one year prior to street construction.

2023 Goals/Plans:
- Continue to coordinate televising lines and sealing prior to street construction.

Major Increases (Decreases) in 2023 Budget Request: None

Repair Streets & Alleys
(010-5101-734)

Goals/Responsibilities:
Maintain streets, alleys and bridges by sealing joints, patching potholes, grading as necessary and filling settled trenches. Control dust on gravel streets and repair and maintain oil and chip streets.

2022 Accomplishments:
- Resurfaced and reconstructed streets listed in the CIP.
- Maintained streets by sealing joints, patching potholes, filling settled trenches and grading gravel streets.
- Contracted for oil/chip pavement treatment.
- Increased use of city crews to excavate severely deteriorated areas

2023 Goals/Plans:
- Continue crack sealing and other pavement maintenance practices.
- Identify streets for pavement maintenance surface treatment.
- Continue enforcing tire tracking of mud.
- Continue development of pavement maintenance plan and street project analysis process.

Major Increases (Decreases) in 2023 Budget Request: None

Snow & Ice Removal
(010-6102-735)

Goals/Responsibilities:
Plow streets, control ice, haul snow from central business areas, major streets, parking lots and ramps and areas where removal is dictated by traffic conditions, to maintain good winter driving conditions.

2022 Accomplishments:
- Continued providing snow and ice control as dictated by weather conditions.
- Expanded use of anti-icing techniques to reduce salt use while maintaining good road conditions.
- Maintained streets, parking lots and trails in safe winter conditions.
- Continued purchasing salt through DOT contract.
- Worked closely with Police Department to respond to slippery intersections.
- Installed a brine system.

Removal of Ice & Snow (continued)
(010-6102-735)

2023 Goals/Plans:
- Continue to provide snow and ice control as dictated by weather conditions.
- Continue to use anti-icing techniques to reduce use of salt and improve road conditions.
- Continue to respond to Police Department request at slippery intersections.
- Continue to track work done on streets versus work done on municipal parking lots.

Major Increases (Decreases) in 2023 Budget Request:
- Increased budget for salt purchase.

Weed Cutting
(010-6103-735)

Goals/Responsibilities:
Control noxious weeds. Mow areas of City's responsibility. Mow, trim and bill private property where owners neglect property.

2022 Accomplishments:
- Worked with code enforcement to address complaints of high grass and overhanging shrubs.

2023 Goals/Plans:
- Maintain current program of responding to complaints.
- Continue using Parks Department temporary employees for hand mowing and trimming.
- Consider options to escalate charges for frequent violators.

Major Increases (Decreases) in 2023 Budget Request:
- Increased Temporary Wages.

Traffic Control
(010-7101-736)

Goals/Responsibilities:
Maintain and repair 19 signalized intersections. Make, install and replace street signs as needed. Sign and maintain construction detour routes. Paint streets for traffic lanes, parking stalls, crosswalks and "No Parking" areas.

2022 Accomplishments:
- Participated in downtown master plan development.
- Worked with IS staff to provide fiber optic interconnection between downtown signalized intersections.
- Maintained existing traffic signs and signals as required.
- Maintained epoxy pavement marking.
- Provided temporary traffic control as necessary.
- Continued to develop GIS traffic sign inventory and implement field tablet access.
- Started converting official traffic maps to GIS.
- Utilized changeable message board to provide notice of traffic restrictions.

2023 Goals/Plans:
- Maintain traffic signals, signs and street painting.
- Continue having City crews paint crosswalks and small areas; use contractors for large areas.
- Sign and maintain projects in CIP.
- Maintain traffic sign inventory.

Major Increases (Decreases) in 2023 Budget Request:
- Maintenance of Pavement Marking was removed as an operating cost and changed to a capital cost.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Public Works	Public Works
Program:	**Submitted by:**
Public Works	Gerry Kaiser

Street Lighting
(010-7104-736)

Goals/Responsibilities:
Maintain street lights owned by City and coordinate other street lighting with We Energies.

2022 Accomplishments:
- Installed and maintained street lights as required.
- Coordinated conversion to LED fixtures on WE Energies upgrade project areas.

2023 Goals/Plans:
- Provide adequate street lighting.

Major Increases (Decreases) in 2023 Budget Request: None

Capital Outlay – P.W. Equipment
(010-7581-737)

Goals/Responsibilities:
Provide for equipment replacement on a planned and necessary basis.

2022 Accomplishments:
- Provided for timely and economical replacement of equipment.
- Extended the life of all equipment by employing better maintenance and more frequent cleaning in wash bay.

2023 Goals/Plans:
- Provide for timely and economical replacement of equipment.
- Continue to allocate machinery repairs to appropriate cost centers.
- Extend the life of all equipment through better maintenance and more frequent cleaning.

Major Increases (Decreases) in 2023 Budget Request: None

DPW Services – Undesignated
(010-7999-739)

Goals/Responsibilities:
Assist other city departments as needed.

2022 Accomplishments:
- Assisted other city departments as needed.

2023 Goals/Plans:
- Assist other city departments as needed.

Major Increases (Decreases) in 2023 Budget Request: None.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Public Works	Public Works
Program:	**Submitted by:**
Public Works	Gerry Kaiser

Machinery Repair/Fleet Division
(039-3703-732)

Goals/Responsibilities:
Maintain, repair, evaluate and keep records on all City vehicles and pieces of equipment (approximately 60 Public Works vehicles, 30 other departmental vehicles and 100 pieces of smaller auxiliary equipment).

2022 Accomplishments:
- Continued to operate motor pool as a revenue generator.
- Maintained all equipment in accordance with manufacturer's recommendations.
- Repaired equipment and vehicles in a timely manner.
- Allocated maintenance costs to the appropriate cost center.
- Started evaluation of software options to replace current home-built fleet management software.

2023 Goals/Plans:
- Continue to operate motor pool as a revenue generator.
- Maintain all equipment in accordance with manufacturer's recommendations.
- Repair equipment and vehicles in a timely manner.
- Allocate maintenance costs to the appropriate cost center.
- Continue evaluating options to replace the home-built fleet management software.

Major Increases (Decreases) in 2023 Budget Request: None

Storm Sewers
(049-390x-733)

Goals/Responsibilities:
To effectively transport storm water to the Lake, River or Slough and operate the Storm Water Utility in compliance with DNR 216 and NR 150-152 regulations

Storm Sewer Operations: Maintain approximately 75 miles of storm sewers, 2,591 manholes, 3,677 catch basins, culverts, ditches, 137 outfalls and one storm water pump station (Skyview).

Creek Control: Clear debris from the Neenah Creek and remove brush from the banks.

Street Cleaning: Keep alleys and 125 miles of streets free of dust and debris, including stone chips used for snow and ice control. Sweep streets on a regular interval to provide a clean environment and reduce sediment deposition into Lake Winnebago and Fox River.

Snow Hauling: Remove snow periodically from the downtown and other street areas with limited snow storage capacity.

Erosion Control: Review erosion control plans for subdivision and building construction and inspect sites as needed to assure compliance.

Detention Ponds: Maintain all City-owned storm water ponds and other "best management practices".
Existing ponds include the following:

- Castle Oak #1 (Castle Oak Dr)
- Castle Oak #2 (CTH G)
- Commerce Court
- Copps
- Eaglecrest
- Integrity Acres
- Westowne
- Nature Trails #1 (CTH G)
- Nature Trails #2 (L-shaped)
- Nature Trails #3 (Nature Trail Dr, E)
- Nature Trails #4 (Pondview Ct)
- Southfield
- Dixie Road
- Harrison Street
- Liberty Heights 1 (Nation Ct)
- Liberty Heights 2 (Hedgeview Dr)
- Liberty Heights 3 (Plains Av)
- Freedom Acres (South)
- Freedom Acres (North)
- Tullar Garage

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENT

Department/Office:	**Budget:**
Public Works	Public Works
Program:	**Submitted by:**
Public Works	Gerry Kaiser

Storm Sewers (continued)
(049-390x-733)

Leaf Collection: Collect leaves that have been raked to the terrace. Four scheduled collections are provided in the fall with additional cleanup collection provided as needed.

2022 Accomplishments:
- Continued to implement best management practices (BMP) as required by DNR.
- Continued to sample and analyze 20% of major storm water outfalls as required by DNR.
- Continued enforcing tire tracking of mud.
- Updated storm sewer system information in the GIS.
- Created app to provide storm sewer GIS information to mobile devices.
- Completed construction of the Harrison Street Pond.
- Revised ordinance to address condominium ERU charges.

2023 Goals/Plans:
- Manage existing storm water ponds.
- Continue to clean catch basins on a regular basis and repair deteriorating catch basins.
- Continue to implement best management practices (BMP) as required by DNR.
- Provide field inspection and enforcement of local storm water ordinance.
- Sample and analyze 20% of all major storm water outfalls.
- Explore potential detention pond sites.
- Evaluate parking ordinance changes to improve street sweeping coverage.
- Update storm sewer annexation fee.
- Provide electronic GIS mapping for field staff.

Major Increases (Decreases) in 2023 Budget Request:
- Assumed a tipping fee of $47/Ton for street sweepings and an approximate quantity of 700 tons.

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PUBLIC WORKS DEPARTMENT								
ENGINEERING (3501-731)								
0101	Salaries	496,185	497,410	347,054	480,220	494,960	494,960	
0103	Temporary Wages	13,883	11,000	14,827	14,830	11,000	11,000	
0104	Overtime Wages	7,500	6,000	0	1,000	3,000	3,000	
0110	Health Insurance	122,350	128,900	96,660	128,900	128,900	128,900	
0111	Fringes	101,536	101,310	71,064	96,990	100,430	100,430	
0115	Schools/Seminars/Training	0	500	0	500	500	500	
0118	License Renewal	0	280	106	280	0	0	
0128	Empl Recognition Awards	0	40	0	40	0	0	
0202	Outside Printing	512	250	0	250	250	250	
0203	Postage	1,138	1,100	1,336	1,340	1,200	1,200	
0204	Conferences & Meetings	274	750	180	750	750	750	
0206	Advertising & Publication	118	120	31	60	60	60	
0207	Dues & Memberships	0	50	0	50	50	50	
0212	Maint of Office Equipment	0	100	0	100	100	100	
0213	Maint of Motor Vehicles	13	30	0	30	30	30	
0216	Maint of Operating Equip	0	100	0	100	100	100	
0218	Maint of Software	6,461	6,500	531	6,500	6,500	6,500	
0226	Storm Water	50	50	0	50	50	50	
0227	Cellular Telephone	3,340	3,200	2,953	3,900	3,900	3,900	
0236	Outside Services	50	200	0	200	200	200	
0238	Professional Services	0	200	850	850	200	200	
0254	Printer / Copies	1,988	2,280	1,528	2,280	1,980	1,980	
0255	IS Services / Internal	83,010	25,950	19,463	25,950	51,900	51,900	
0258	GIS Services/Internal	0	21,470	16,103	21,470	23,730	23,730	
0293	Maint of Motor Veh/Fleet	1,965	3,300	2,777	3,300	3,300	3,300	
0294	Oil and Fluids/Fleet	59	170	168	170	170	170	
0301	Office Supplies	491	550	914	920	600	600	
0302	Inhouse Printing	0	10	0	10	10	10	
0303	Computer Oper Supplies	0	100	0	100	100	100	
0310	Gasoline & Oil	2,948	2,850	3,380	4,300	4,950	4,950	
0313	Motor Vehicles Maint. Sup	0	20	12	20	20	20	
0319	Safety Supplies	0	400	394	400	400	400	
0320	Small Tools	0	20	103	110	20	20	
0333	All Other Supplies	1,588	2,000	1,577	1,800	2,000	2,000	
0343	Small Program Packages	0	200	0	200	200	200	
0347	Small Computer Hardware	1,089	500	0	500	500	500	
	ENGINEERING	**846,548**	**817,910**	**582,011**	**798,470**	**842,060**	**842,060**	**24,150**
CAPITAL OUTLAY - ENGINEERING (3581-731)								
8108	Office Furniture & Equip	0	100	0	100	100	100	
8133	All Other Equipment	0	100	0	100	100	100	
	CAP. OUTLAY - ENGINEERING	**0**	**200**	**0**	**200**	**200**	**200**	**0**

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
MUNICIPAL GARAGE (3701-732)								
0101	Salaries	191,110	199,300	130,881	182,140	192,270	192,270	
0102	Full Time Hourly Wages	47,791	53,240	37,835	56,000	56,000	56,000	
0104	Overtime Wages	103	100	16	100	100	100	
0110	Health Insurance	78,103	78,600	59,847	78,370	78,600	78,600	
0111	Fringes	48,340	50,990	34,054	48,080	50,120	50,120	
0115	Schools/Seminars/Training	860	500	86	500	500	500	
0117	Clothing Allowance	10,566	12,000	11,562	12,000	12,000	12,000	
0118	License Renewal	40	80	0	80	280	280	
0128	Empl Recognition Awards	453	70	0	70	360	360	
0202	Outside Printing	332	400	553	560	400	400	
0203	Postage	0	10	0	10	10	10	
0204	Conferences & Meetings	0	200	0	200	200	200	
0207	Dues & Memberships	410	200	417	420	200	200	
0212	Maint of Office Equipment	0	100	0	100	100	100	
0213	Maint of Motor Vehicles	31	50	0	50	50	50	
0214	Maint of Buildings	30,844	24,000	22,979	24,000	24,000	24,000	
0215	Maint of Radio Equipment	0	50	0	50	50	50	
0216	Maint of Operating Equip	5,067	4,000	3,779	4,000	4,000	4,000	
0218	Maintenance of Software	285	290	293	300	150	150	
0219	Maintenance of Land	0	200	0	200	200	200	
0221	Telephone	1,578	1,690	1,039	1,600	1,600	1,600	
0222	Electricity	11,700	15,900	11,741	14,000	16,100	16,100	
0223	Natural Gas	9,571	11,950	10,902	14,000	13,000	13,000	
0224	Water & Sewer	(2,259)	1,840	872	2,500	2,650	2,650	
0226	Storm Water	5,418	5,420	2,709	5,420	5,420	5,420	
0227	Cellular Telephone	1,365	1,200	692	1,100	1,200	1,200	
0236	Outside Services	5,253	5,000	6,369	6,370	5,000	5,000	
0237	Pest Control	578	550	394	550	550	550	
0242	Permits	20	100	0	100	100	100	
0245	License Fees	497	500	497	500	500	500	
0254	Printer / Copies	2,018	1,870	1,531	1,870	2,040	2,040	
0255	IS Services / Internal	15,240	13,120	9,840	13,120	31,400	31,400	
0258	GIS Services/Internal	0	1,110	833	1,110	1,230	1,230	
0293	Maint of Motor Veh/Fleet	498	660	0	500	600	600	
0294	Oil and Fluids/Fleet	276	110	75	110	110	110	
0296	Maint of Oper Eq/Fleet	4,137	4,400	3,928	4,400	4,500	4,500	
0301	Office Supplies	345	500	294	500	500	500	
0302	Inhouse Printing	0	10	0	10	10	10	
0306	Cleaning/Janitor Supplies	2,061	2,200	1,207	2,200	2,200	2,200	
0310	Gasoline & Oil	781	940	571	940	1,080	1,080	
0314	Building Maint Supplies	274	1,300	20	1,000	1,300	1,300	
0316	Equipment Maint. Supplies	0	400	0	400	400	400	
0319	Safety Supplies	1,117	400	239	400	400	400	
0320	Small Tools	64	50	30	50	50	50	
0332	Salt & Stone Chips	0	100	0	100	100	100	
0333	All Other Supplies	206	500	475	500	500	500	
0343	Small Program Packages	0	100	0	100	100	100	
0345	Shop Supplies	0	200	97	200	200	200	
0347	Small Computer Hardware	47	300	0	300	300	300	
	MUNICIPAL GARAGE	**475,120**	**496,800**	**356,657**	**481,180**	**512,730**	**512,730**	**15,930**

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
CECIL STREET GARAGE (3702-732)								
0102	Full Time Hourly Wages	3,125	2,350	3,045	5,000	5,000	5,000	
0110	Health Insurance	1,041	730	1,080	1,080	1,600	1,600	
0111	Fringes	637	470	609	1,000	1,010	1,010	
0214	Maint of Buildings	923	2,000	433	2,000	2,000	2,000	
0216	Maint of Operating Equip	58	100	0	100	100	100	
0222	Electricity	1,524	2,070	752	2,070	2,380	2,380	
0223	Natural Gas	3,712	2,690	4,005	5,300	4,000	4,000	
0224	Water & Sewer	3,548	3,070	1,403	3,070	3,200	3,200	
0226	Storm Water	3,864	3,870	1,932	3,870	3,870	3,870	
0236	Outside Services	0	200	58	200	200	200	
0306	Cleaning/Janitor Supplies	0	50	9	50	50	50	
0333	All Other Supplies	0	200	0	200	200	200	
	CECIL STREET GARAGE	**18,432**	**17,800**	**13,326**	**23,940**	**23,610**	**23,610**	**5,810**
REFUSE GARBAGE COLLECTION (4101-733)								
0102	Full Time Hourly Wages	155,540	148,450	124,412	155,000	160,000	160,000	
0104	Overtime Wages	2,736	3,200	1,552	3,200	3,200	3,200	
0110	Health Insurance	51,326	47,360	44,678	47,360	52,250	52,250	
0111	Fringes	32,013	30,610	25,425	31,930	32,930	32,930	
0115	Schools/Seminars/Training	85	200	0	200	200	200	
0124	Meal Allowance	0	10	4	10	10	10	
0127	DOT Emp Notification Prog	0	20	0	20	20	20	
0202	Outside Printing	0	200	0	200	200	200	
0205	Debit Card Charges	136	120	123	200	150	150	
0206	Advertising & Publication	165	300	0	300	300	300	
0213	Maint of Motor Vehicles	0	100	0	100	100	100	
0216	Maint of Operating Equip	0	100	0	100	100	100	
0224	Water & Sewer	2,663	2,550	1,278	2,550	2,680	2,680	
0236	Outside Services	342	2,000	0	2,000	2,000	2,000	
0243	Tipping Fees	375,431	372,000	247,134	365,000	397,000	397,000	
0244	Commercial Dumpsters	65,821	69,000	36,215	66,000	70,000	70,000	
0245	License Fees	191	200	208	210	200	200	
0249	Dumpster Pulls	33,895	41,000	34,601	50,000	45,000	45,000	
0293	Maint of Motor Veh/Fleet	60,910	55,000	54,545	55,000	55,000	55,000	
0294	Oil and Fluids/Fleet	2,519	3,300	1,970	3,300	3,300	3,300	
0296	Maint of Oper Eq/Fleet	176	330	0	330	330	330	
0310	Gasoline & Oil	44,959	42,770	48,958	66,000	76,000	76,000	
0313	Motor Vehicles Maint. Sup	0	300	0	300	300	300	
0316	Equipment Maint. Supplies	0	100	0	100	100	100	
0319	Safety Supplies	143	400	400	400	400	400	
0320	Small Tools	0	150	150	150	150	150	
0333	All Other Supplies	33	150	7	150	150	150	
0339	Tires & Tire Maintenance	19,182	15,000	16,747	23,000	16,000	16,000	
	REFUSE GARBAGE COLLECTION	**848,266**	**834,920**	**638,407**	**873,110**	**918,070**	**918,070**	**83,150**

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
SANITARY SEWERS/LIFT STATION (4103-733)								
0102	Full Time Hourly Wages	117,747	132,070	87,484	132,000	136,000	136,000	
0104	Overtime Wages	2,519	1,500	594	1,500	1,500	1,500	
0110	Health Insurance	39,544	41,860	31,240	41,860	44,030	44,030	
0111	Fringes	24,317	27,060	17,777	27,050	27,750	27,750	
0115	Schools/Seminars/Training	0	200	80	200	200	200	
0124	Meal Allowance	4	50	0	50	50	50	
0216	Maint of Operating Equip	0	100	0	100	100	100	
0221	Telephone	4,229	4,250	2,503	4,100	4,200	4,200	
0222	Electricity	31,328	38,540	23,923	36,000	41,400	41,400	
0223	Natural Gas	462	470	414	530	500	500	
0224	Water & Sewer	5,575	4,970	2,387	4,970	5,220	5,220	
0227	Cellular Telephone	308	320	202	320	320	320	
0236	Outside Services	19,713	23,000	10,254	23,000	23,000	23,000	
0238	Professional Services	0	500	0	500	500	500	
0242	Permits	0	100	0	100	100	100	
0252	Rental of Equipment	0	500	0	500	500	500	
0293	Maint of Motor Veh/Fleet	23,191	22,000	14,282	22,000	22,000	22,000	
0294	Oil and Fluids/Fleet	1,233	1,100	669	1,100	1,100	1,100	
0296	Maint of Oper Eq/Fleet	4,823	4,950	1,009	4,500	5,000	5,000	
0305	Chemicals	464	1,400	1,470	1,470	1,200	1,200	
0310	Gasoline & Oil	11,247	10,450	13,700	17,000	18,000	18,000	
0313	Motor Vehicles Maint. Sup	0	100	0	100	100	100	
0316	Equipment Maint. Supplies	426	750	784	790	700	700	
0319	Safety Supplies	353	1,000	513	1,000	1,000	1,000	
0320	Small Tools	234	200	0	200	200	200	
0331	Sand Gravel Hot/Cold Mix	1,042	300	430	430	300	300	
0333	All Other Supplies	852	1,000	613	1,000	1,000	1,000	
0335	Manhole/Catch Basin/Pipe	277	800	73	500	500	500	
0339	Tires & Tire Maintenance	3,130	1,000	927	1,000	1,000	1,000	
0344	Small Equipment	292	800	139	800	800	800	
0346	Maint of Lift Station	4,000	4,000	1,879	4,000	4,000	4,000	
	SAN. SEWERS/LIFT STATION	**297,310**	**325,340**	**213,346**	**328,670**	**342,270**	**342,270**	**16,930**
SANITARY T-V SEWER INSP. & SEALING (4104-733)								
0102	Full Time Hourly Wages	0	200	0	200	200	200	
0110	Health Insurance	0	60	0	60	60	60	
0111	Fringes	0	40	0	40	40	40	
0224	Water & Sewer	0	380	0	380	400	400	
0236	Outside Services	25,297	33,000	4,268	33,000	33,000	33,000	
0238	Professional Services	0	500	0	500	500	500	
0252	Rental of Equipment	0	500	0	500	500	500	
	T-V SEWER INSP. & SEALING	**25,297**	**34,680**	**4,268**	**34,680**	**34,700**	**34,700**	**20**

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
REPAIR OF STREETS (5101-734)								
0102	Full Time Hourly Wages	230,107	204,760	144,862	205,000	210,000	210,000	
0104	Overtime Wages	18	100	139	140	100	100	
0110	Health Insurance	75,498	63,940	51,430	63,940	67,270	67,270	
0111	Fringes	46,544	41,350	29,268	41,420	42,400	42,400	
0115	Schools/Seminars/Training	0	50	0	50	50	50	
0213	Maint of Motor Vehicles	0	150	0	150	150	150	
0216	Maint of Operating Equip	0	150	36	150	150	150	
0236	Outside Services	45,322	54,000	50,586	54,000	54,000	54,000	
0293	Maint of Motor Veh/Fleet	21,062	33,000	18,333	30,000	30,000	30,000	
0294	Oil and Fluids/Fleet	2,705	2,750	363	2,000	2,200	2,200	
0296	Maint of Oper Eq/Fleet	8,002	9,900	4,582	9,000	9,000	9,000	
0310	Gasoline & Oil	11,179	7,130	12,647	13,000	13,000	13,000	
0313	Motor Vehicles Maint. Sup	0	50	0	50	50	50	
0316	Equipment Maint. Supplies	0	350	8	350	350	350	
0319	Safety Supplies	99	300	121	300	300	300	
0320	Small Tools	587	100	35	100	100	100	
0331	Sand Gravel Hot/Cold Mix	22,791	19,000	26,903	30,000	22,000	22,000	
0333	All Other Supplies	1,378	4,000	1,231	2,500	3,500	3,500	
0339	Tires & Tire Maintenance	1,134	1,200	1,264	2,000	1,500	1,500	
	REPAIR OF STREETS	**466,426**	**442,280**	**341,808**	**454,150**	**456,120**	**456,120**	**13,840**
SNOW & ICE REMOVAL (6102-735)								
0102	Full Time Hourly Wages	71,645	87,020	47,410	82,000	85,000	85,000	
0104	Overtime Wages	64,018	83,000	44,243	75,000	80,000	80,000	
0110	Health Insurance	39,457	53,690	32,508	53,690	52,840	52,840	
0111	Fringes	27,482	34,340	18,512	31,710	33,300	33,300	
0115	Schools/Seminars/Training	220	200	75	200	200	200	
0124	Meal Allowance	1,260	1,500	764	1,300	1,500	1,500	
0213	Maint of Motor Vehicles	0	500	0	500	500	500	
0216	Maint of Operating Equip	0	100	0	100	100	100	
0236	Outside Services	72	2,000	600	2,000	2,000	2,000	
0293	Maint of Motor Veh/Fleet	108,118	93,500	44,996	93,000	95,000	95,000	
0294	Oil and Fluids/Fleet	3,736	5,500	2,401	5,000	5,500	5,500	
0296	Maint of Oper Eq/Fleet	35,098	38,500	46,283	50,000	40,000	40,000	
0310	Gasoline & Oil	26,988	27,090	21,771	30,000	30,000	30,000	
0313	Motor Vehicles Maint. Sup	0	200	0	200	200	200	
0316	Equipment Maint Supplies	0	500	0	500	500	500	
0319	Safety Supplies	0	200	0	200	200	200	
0320	Small Tools	0	100	0	100	100	100	
0332	Salt & Stone Chips	123,592	96,000	95,346	103,000	108,000	108,000	
0333	All Other Supplies	150	1,000	315	800	800	800	
0339	Tires & Tire Maintenance	8,303	5,000	3,265	5,000	5,000	5,000	
0344	Small Equipment	0	50	0	0	50	50	
	SNOW & ICE REMOVAL	**510,139**	**529,990**	**358,489**	**534,300**	**540,790**	**540,790**	**10,800**

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
WEED CUTTING (6103-735)								
0102	Full Time Hourly Wages	24,355	16,380	19,942	21,000	22,000	22,000	
0103	Temporary Wages	4,743	8,000	9,530	10,000	10,000	10,000	
0110	Health Insurance	9,978	7,030	10,453	10,560	10,250	10,250	
0111	Fringes	5,948	4,860	5,875	6,180	6,460	6,460	
0293	Maint of Motor Veh/Fleet	3,221	2,750	3,992	5,500	3,000	3,000	
0294	Oil and Fluids/Fleet	289	280	237	280	280	280	
0296	Maint of Oper Eq/Fleet	9,660	9,350	9,583	11,000	9,500	9,500	
0310	Gasoline & Oil	2,113	2,000	2,948	2,950	3,000	3,000	
0319	Safety Supplies	0	50	0	50	50	50	
0333	All Other Supplies	8	800	0	600	800	800	
0339	Tires & Tire Maintenance	0	300	0	300	300	300	
	WEED CUTTING	**60,315**	**51,800**	**62,560**	**68,420**	**65,640**	**65,640**	**13,840**
TRAFFIC CONTROL (7101-736)								
0102	Full Time Hourly Wages	78,212	84,980	59,441	79,000	82,000	82,000	
0104	Overtime Wages	6,259	7,000	4,202	5,000	7,000	7,000	
0110	Health Insurance	27,930	28,750	22,573	27,530	28,500	28,500	
0111	Fringes	17,085	18,560	12,842	16,950	17,960	17,960	
0115	Schools/Seminars/Training	100	200	0	200	200	200	
0124	Meal Allowance	44	50	16	20	50	50	
0217	Maint of Traffic Signals	10,072	8,000	2,757	8,000	8,000	8,000	
0218	Maintenance of Software	1,350	1,350	1,350	1,350	1,350	1,350	
0221	Telephone	15	30	2	10	20	20	
0222	Electricity	13,398	12,520	7,276	12,500	14,380	14,380	
0227	Cellular Telephone	810	1,000	626	950	1,000	1,000	
0229	Maint of Pavement Marking	34,480	18,590	17,674	17,680	1,000	1,000	
0236	Outside Services	17	500	0	500	500	500	
0293	Maint of Motor Veh/Fleet	4,692	4,950	4,149	4,950	5,000	5,000	
0294	Oil and Fluids/Fleet	79	140	43	120	140	140	
0296	Maint of Oper Equip/Fleet	0	110	0	110	110	110	
0301	Office Supplies	83	20	0	0	20	20	
0310	Gasoline & Oil	1,630	1,900	2,110	3,000	3,450	3,450	
0316	Equipment Maint. Supplies	596	600	0	300	600	600	
0317	Traffic Signal Supplies	13,225	27,000	7,860	27,000	27,000	27,000	
0319	Safety Supplies	107	100	241	250	100	100	
0320	Small Tools	455	500	938	940	500	500	
0324	Pavement Marking Supplies	725	1,300	0	500	1,300	1,300	
0327	Sign & Barricade Supplies	12,934	15,000	10,926	15,000	15,000	15,000	
0333	All Other Supplies	139	100	0	80	100	100	
0344	Small Equipment	49	200	154	200	200	200	
	TRAFFIC CONTROL	**224,486**	**233,450**	**155,180**	**222,140**	**215,480**	**215,480**	**(17,970)**

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
STREET LIGHTING (7104-736)								
0102	Full Time Hourly Wages	1,129	2,560	2,392	2,400	2,500	2,500	
0110	Health Insurance	383	800	848	850	800	800	
0111	Fringes	230	510	477	480	500	500	
0222	Electricity	560,852	573,530	365,045	565,000	575,000	575,000	
0236	Outside Services	7,050	5,000	900	5,000	5,000	5,000	
0293	Maint of Motor Veh/Fleet	146	220	0	220	220	220	
0311	Fixed Equip. Maint Supply	1,407	2,500	112	2,200	2,500	2,500	
0316	Equipment Maint. Supplies	0	100	1,806	1,810	100	100	
0333	All Other Supplies	359	300	0	300	300	300	
	STREET LIGHTING	**571,556**	**585,520**	**371,580**	**578,260**	**586,920**	**586,920**	**1,400**
CAPITAL OUTLAY - P.W. EQUIP. (7581-737)								
8108	Office Furniture & Equip.	300	250	0	250	250	250	
8113	Communication Equipment	0	750	0	750	750	750	
8115	Computer Hardware Outlay	0	4,200	6,927	6,930	4,200	4,200	
8116	Maintenance Equipment	0	4,000	3,197	3,200	4,000	4,000	
8133	All Other Equipment	291	1,000	0	1,000	1,000	1,000	
	CAP. OUTLAY - P.W. EQUIP.	**591**	**10,200**	**10,124**	**12,130**	**10,200**	**10,200**	**0**
DPW SERVICES - INTERDEPARTMENTAL (7901-739 thru 7999-739)								
0101	Salaries	0	0	233	240	0	0	
0102	Full Time Hourly Wages	1,981	3,210	5,443	7,000	3,090	3,090	
0104	Overtime Wages	37	0	334	400	50	50	
0110	Health Insurance	685	1,000	2,132	2,220	1,010	1,010	
0111	Fringes	410	640	1,198	1,520	630	630	
	DPW SERVICES - INTERDEPT.	**3,113**	**4,850**	**9,340**	**11,380**	**4,780**	**4,780**	**(70)**
PUBLIC WORKS DEPARTMENT		**4,347,599**	**4,385,740**	**3,117,096**	**4,421,030**	**4,553,570**	**4,553,570**	**167,830**
						Percent Budget Change		**3.83%**

DEPARTMENT OF COMMUNITY DEVELOPMENT

Department Head

Chris Haese

Major Activities

The Department provides a comprehensive level of property services and development programs. Activities include economic development initiatives; planning services; zoning code administration; neighborhood and project-level planning; small business and home improvement loans; low-cost public transit management; grants administration; weights and measures; building, plumbing, electrical and heating permits/inspections; Assessor services; and the City's Geographic Information Systems (GIS). That budget is located within the City's Internal Service Funds.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$1,616,074	$1,680,890	$1,896,170	12.81%	$1,896,170	12.81%
No. of Employees (FTE)	10.77	9.77	9.77	0.00%	9.77	0.00%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Community Development & Assessment

Mayor's Comments:

No changes recommended.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Community Development	**Budget:** Community Development
Program: Community Development and Human Services	**Submitted by:** Chris Haese

Goals/Responsibilities:
Provide planning and zoning services, building permits and inspections, City Sealer duties, City Assessor duties, and community and economic development programs.

Activities:
City planning; zoning and housing code administration; building, plumbing, electrical and heating permits/inspections; establish uniform values for all land, improvements and personal property in the City; economic development programs; Tax Incremental Finance oversight; project development planning; business development loans; home improvement loans; grants administration (CDBG, Dial-A-Ride, Mass Transit). Staff serves Mayor, Common Council, Plan Commission, Community Development Authority, Board of Appeals, Board of Review, Loan Assistance Board, Committee on Aging, Landmarks Commission, Parking Task Force, BID Board, Sustainable Neenah Committee and special project committees.

2022 Accomplishments:

Planning
As of September 1, 2022, Staff have reviewed nearly 40 planning/zoning cases including site plans, special use permits, plats, annexations, variances/appeals, certified survey maps, and rezoning requests which is consistent with previous years. Between 2018 and 2021, Staff have averaged 49 planning/zoning reviews per year. The major development cases of 2022 included the Theda Care Regional Medical Center's emergency room expansion, on-going review of the Shattuck Middle School redevelopment project, and the Bridgewood Golf Course redevelopment project.

The South Commercial Street Corridor Plan was completed and presented to Council. The Plan serves as a guide to the redevelopment and revitalization of S. Commercial Street between Cecil Street and Alcott Drive. In addition, a commercial façade improvement grant was created to encourage façade and site enhancements along the corridor.

The Department helped facilitate the annexation of about 15 acres of land into the City including a 13 acre property along County Highway G. In addition, the Homes at Freedom Meadows subdivision was approved creating 31 single-family lots along County Highway G and Woodenshoe Road. This subdivision represents the second phase of development on City-owned property. When complete the development will create an additional 150 single-family parcels on 130 acres of land.

Inspections
As of August 2022, completed over 2,508 inspections in response to permits issued, complaints received, well abandonment, RPZ testing, housing rehab, sewer exemption programs and erosion control.

Weights and Measures
As of August 2022, the City Sealer completed 50 inspections which included regulation inspections, complaint based inspections and recheck inspections.

City Assessor
The Assessment division completed a successful assessment maintenance year (2022 Assessment Cycle runs from end of Board of Review 2021 to Board of Review in 2022) which primarily included appraising construction projects resulting from a building permit and validating and analyzing property sales. Staff updated exterior pictures of approximately half of the residential properties. Aerial photos have been updated and are being used to aid in the updating of exterior features as well. The number of Open Book cases was consistent with2021 and the Board of Review again had no appeals. Residential property sales continued to be strong in 2021 resulting in a projected assessment ratio of 86.81% which indicates that sales are much higher than the assessed property values. Finally, Staff reviewed nearly 2,000 properties which included full walk-through inspections, exterior inspections, building permit inspections, and in-office property reviews.

Economic Development
Managed Community Development Authority projects. Provided direction to the growth and development of the City's seven Tax Increment Districts, including two amendments to TID 9. Successfully negotiated four development

agreements in Neenah's downtown that will lead to the construction of a mixed-use development, a multifamily development and a new community amenity in the downtown. Expanded the City's land banking holdings in the Gateway Redevelopment Area. Assisted with Arrowhead Park redevelopment efforts. Continued marketing efforts for the Southpark Industrial Center expansion area. Coordinated downtown parking management program and on-going

implementation of parking enforcement software. Management and programming for Neenah Central City Business Improvement District. Maintained working partnerships with neighborhood and community groups. Managed small business Partnership on regional economic development efforts including the new Champion Center and bringing Major League Fishing to Neenah. Attended business retention visits with key businesses. Provided site location and planning assistance to businesses city wide. Provided business community with information and assistance in securing resources to deal with the impacts of the global pandemic.

Geographic Information Systems (GIS)
The City's GIS Coordinator position was transferred from the Information Systems Department to the Community Development Department in early 2022. Since that time, nine new GIS applications have been created and the documentation of four processes has been completed. An updated list of GIS data layers and the responsible party for maintaining each layer has been established.

Housing and Community Services
Prepared 2022 CDBG application and Annual Plan. Prepared grant applications for Dial-A-Ride program. Coordinated housing rehabilitation and homebuyers programs. Managed CDBG, Dial-A-Ride, Committee on Aging and Y-Senior programs.

Participated in local and area-wide efforts to improve housing opportunities for all citizens. Assisted Landmarks Commission and Sustainable Neenah with their community awareness efforts.

2023 Goals/Plans:

Planning
Review of the Zoning Code, Subdivision Ordinance and other land use regulations to ensure consistency with the Comprehensive Plan and State Statutes with assistance from the Plan Commission.
Complete Downtown Master Plan (Neenah Next)
Review and assist commercial, industrial and residential development applicants.
Develop and begin implementation of a City growth strategy
Review and possibly update the City's Sign Ordinance
Expand use of computer/GIS systems and land records modernization for internal and external (public) use.
Continue effective internship program to the benefit of the City and upcoming planning and GIS professionals.
Update development review process and identify ways to make it more efficient.
Review City's residential subdivision fee structure and identify options to ensure costs/fees are compatible with other similarly-sized communities
Update the City's Official Street map.
Develop neighborhood plans for undeveloped land in the City's growth corridor.
Update the City's Trails Plan.
Document planning/zoning review processes

Inspections
Ongoing inspections/enforcement duties.
Continue staff cross-training efforts.
Expand mobile applications for inspection team.
Continue implementation of the permit management system and expansion of customer options to purchase and pay for building permits on-line, 24/7/365.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Community Development	**Budget:** Community Development
Program: Community Development and Human Services	**Submitted by:** Chris Haese

City Assessor
Monitor the need for an interim market update and prepare a detailed and analytical justification for the update.
Execute all permit, property sales and annual neighborhood inspections of residential properties.
Continue quality control initiatives in order to ensure accuracy of data.
Prioritize/modify office and field procedures to accelerate frequency of city-wide revaluations.
Evaluate personal property accounts to ensure accuracy and completeness.
Manage work of Statutory Assessor.
Conduct Open Book and Board of Review hearings.
Property Appraiser II position to value commercial properties along with the Statutory Assessor.
Develop tools to improve customer service and provide on-line and electronic assessment forms

City Sealer
Administer and enforce the Weights and Measures laws and standards of Wisconsin.
Annually inspect businesses providing a commodity for sale by weight or measure.
Maintain an inspection rate of at least 95%.

Economic Development
Manage Downtown Gateway Redevelopment Area projects.
Manage Glatfelter Redevelopment Area project.
Manage expansion of Southpark Industrial Center.
Manage development projects within all seven Tax Increment Districts. Complete and Implement S. Commercial Street Corridor Redevelopment Plan.
Manage small business loan program.
Manage community-wide economic development marketing program.
Continue timely updates of City website with relevant economic development information and data.
Continue to actively participate in regional economic development efforts with the Fox Cities Economic Development Partnership, Fox Cities Regional Partnership and the New North.
Continue business retention efforts with a goal to visit at least 10 businesses.
Coordinate downtown parking programs.

Geographic Information Systems (GIS)
Document five (5) processes related to the administration of GIS
Finalize Police Crime Mapping Application, Deferred Assessment Application, and the Assessor Residential Sales Application
Continue to update and maintain existing GIS Applications
Develop a list of future applications (public and internal)
Create a GIS training system for employees new to GIS and more advanced GIS users

Housing and Community Services
Coordinate housing rehabilitation and homebuyers program.
Continue the development of new housing initiatives.
Monitor public transit service and funding options.
Evaluate Small Business Loan program to encourage the formation of new business within the City.
Prepare grant applications and manage projects for CDBG, Dial-A-Ride and other appropriate programs.
Pursue implementation of Neenah's Sustainability Plan.

Major Increases (Decreases) in 2023 Budget Request: Interim Market Revaluation - $50,000

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
COMMUNITY DEVELOPMENT								
COMM. DEVELOPMENT ADMIN. (9301-801)								
0101	Salaries	325,404	331,990	240,177	328,530	332,200	332,200	
0103	Temporary Wages	0	7,000	4,598	7,000	7,750	7,750	
0110	Health Insurance	62,960	73,660	55,260	73,660	74,870	74,870	
0111	Fringes	56,157	57,700	41,663	57,110	59,100	59,100	
0115	Schools/Seminars/Training	0	200	0	0	200	200	
0128	Empl Recognition Awards	100	130	200	200	30	30	
	Personal Services	**444,621**	**470,680**	**341,898**	**466,500**	**474,150**	**474,150**	**3,470**
0203	Postage	1,643	1,200	611	1,200	1,200	1,200	
0204	Conferences & Meetings	5	500	301	500	500	500	
0206	Advertising & Publication	0	200	0	200	200	200	
0207	Dues & Memberships	551	550	956	960	500	500	
0212	Maint of Office Equipment	0	50	0	50	50	50	
0218	Maint of Software	525	810	772	810	550	550	
0227	Cellular Telephone	960	1,000	720	1,000	1,000	1,000	
0236	Outside Services	32	250	0	250	250	250	
0254	Printer / Copies	1,646	1,960	1,190	1,960	1,530	1,530	
0255	IS Services / Internal	35,280	16,430	12,323	16,430	33,300	33,300	
0258	GIS Services/Internal	0	8,770	6,577	8,770	9,690	9,690	
	Contractual Services	**40,642**	**31,720**	**23,450**	**32,130**	**48,770**	**48,770**	**17,050**
0301	Office Supplies	614	600	256	600	600	600	
0302	Inhouse Printing	0	30	0	30	30	30	
0303	Computer Oper Supplies	0	250	0	250	250	250	
0308	Books and Periodicals	30	100	0	0	100	100	
0333	All Other Supplies	43	50	399	400	100	100	
0343	Small Program Packages	394	500	150	250	500	500	
0344	Small Equipment	212	200	76	200	200	200	
0347	Small Computer Hardware	750	600	1,230	1,230	600	600	
	Supplies & Materials	**2,043**	**2,330**	**2,111**	**2,960**	**2,380**	**2,380**	**50**
	COMM. DEVELOP. ADMIN.	**487,306**	**504,730**	**367,459**	**501,590**	**525,300**	**525,300**	**20,570**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
INSPECTIONS (9302-801)								
0101	Salaries	200,490	211,070	139,964	205,500	211,340	211,340	
0110	Health Insurance	50,700	50,000	37,530	50,000	50,850	50,850	
0111	Fringes	40,123	41,870	27,765	40,770	41,970	41,970	
0115	Schools/Seminars/Training	1,145	2,200	1,835	2,200	3,400	3,400	
	Personal Services	**292,458**	**305,140**	**207,094**	**298,470**	**307,560**	**307,560**	**2,420**
0205	Debit Card Charges	4,893	4,500	3,335	4,500	4,500	4,500	
0207	Dues & Memberships	165	800	341	500	400	400	
0213	Maint of Motor Vehicles	0	200	0	100	200	200	
0218	Maint of Software	6,180	270	143	270	270	270	
0227	Cellular Telephone	2,154	2,200	1,109	2,200	2,200	2,200	
0236	Outside Services	0	280	75	200	200	200	
0254	Printer / Copies	206	150	149	150	190	190	
0255	IS Services / Internal	19,110	13,260	9,945	13,260	27,300	27,300	
0258	GIS Services/Internal	0	3,000	2,250	3,000	3,320	3,320	
0293	Maint Of Motor Veh/Fleet	585	2,310	657	800	2,300	2,300	
0294	Oil and Fluids/Fleet	66	140	49	140	160	160	
	Contractual Services	**33,359**	**27,110**	**18,053**	**25,120**	**41,040**	**41,040**	**13,930**
0302	Inhouse Printing	0	60	0	60	60	60	
0308	Books and Periodicals	63	480	0	480	1,400	1,400	
0310	Gasoline & Oil	1,639	2,280	1,672	2,280	2,600	2,600	
0333	All Other Supplies	83	180	41	180	500	500	
0334	Other- WI Building Seals	995	1,200	0	1,200	1,200	1,200	
0347	Small Computer Hardware	0	0	998	1,000	0	0	
	Supplies & Materials	**2,780**	**4,200**	**2,711**	**5,200**	**5,760**	**5,760**	**1,560**
	INSPECTIONS	**328,597**	**336,450**	**227,858**	**328,790**	**354,360**	**354,360**	**17,910**
WEIGHTS & MEASURES (9305-801)								
0203	Postage	112	200	38	200	200	200	
0218	Maint of Software	0	0	48	50	0	0	
0236	Outside Services	197	17,500	11,709	17,500	18,500	18,500	
	Contractual Services	**309**	**17,700**	**11,795**	**17,750**	**18,700**	**18,700**	**1,000**
0301	Office Supplies	90	250	0	250	250	250	
0302	Inhouse Printing	0	100	0	0	100	100	
0303	Computer Oper Supplies	0	100	0	0	100	100	
0333	All Other Supplies	0	500	0	500	500	500	
0344	Small Equipment	0	350	0	0	350	350	
0347	Small Computer Hardware	0	250	0	250	250	250	
0349	Decals	100	150	0	0	100	100	
	Supplies & Materials	**190**	**1,700**	**0**	**1,000**	**1,650**	**1,650**	**(50)**
	WEIGHTS & MEASURES	**499**	**19,400**	**11,795**	**18,750**	**20,350**	**20,350**	**950**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
ASSESSOR OPERATIONS (9314-801)								
0101	Salaries	114,234	120,660	94,341	119,660	122,240	122,240	
0103	Temporary Wages	0	1,500	0	0	1,500	1,500	
0110	Health Insurance	41,970	36,830	27,630	36,830	37,440	37,440	
0111	Fringes	23,097	24,710	18,928	24,200	25,000	25,000	
0115	Schools/Seminars/Training	400	1,000	80	500	1,000	1,000	
	Personal Services	**179,701**	**184,700**	**140,979**	**181,190**	**187,180**	**187,180**	**2,480**
0202	Outside Printing	804	1,000	650	750	1,200	1,200	
0203	Postage	1,723	2,000	2,943	3,000	12,000	12,000	
0207	Dues & Memberships	2,105	2,000	1,685	1,690	2,200	2,200	
0213	Maint of Motor Vehicles	10	150	7	50	150	150	
0218	Maint of Software	180	180	191	200	100	100	
0227	Cellular Telephone	289	150	776	780	500	500	
0233	Other Serv-Manufac Fees	13,485	15,500	0	14,000	15,000	15,000	
0236	Outside Services	36,553	35,500	27,375	35,500	90,000	90,000	
0254	Printer / Copies	206	250	149	250	190	190	
0255	IS Services / Internal	22,920	14,530	10,897	14,530	26,200	26,200	
0258	GIS Services/Internal	0	2,440	1,830	2,440	2,700	2,700	
0293	Maint Of Motor Veh/Fleet	100	220	148	220	220	220	
0294	Oil and Fluids/Fleet	23	60	23	60	60	60	
	Contractual Services	**78,398**	**73,980**	**46,674**	**73,470**	**150,520**	**150,520**	**76,540**
0301	Office Supplies	70	200	14	50	100	100	
0303	Computer Oper Supplies	0	50	0	50	50	50	
0308	Books and Periodicals	0	100	0	0	100	100	
0310	Gasoline & Oil	135	240	164	200	330	330	
0333	All Other Supplies	0	150	0	150	150	150	
0344	Small Equipment	0	50	0	50	50	50	
0347	Small Computer Hardware	57	200	300	300	200	200	
	Supplies & Materials	**262**	**990**	**478**	**800**	**980**	**980**	**(10)**
	ASSESSOR OPERATIONS	**258,361**	**259,670**	**188,131**	**255,460**	**338,680**	**338,680**	**79,010**
COMMUNITY DEVELOPMENT		**1,074,763**	**1,120,250**	**795,243**	**1,104,590**	**1,238,690**	**1,238,690**	**118,440**
							Percent Budget Change	**10.57%**
	COMMUNITY DEV. REVENUES:							
	Weights & Measures	25,805	25,520	26,990	26,990	27,000	27,000	
	Licenses/Permits	245,559	237,880	188,771	234,850	242,080	242,080	
	Community Dev. Fees	32,226	22,400	32,497	38,330	35,900	35,900	
	TOTAL REVENUES	**303,590**	**285,800**	**248,258**	**300,170**	**304,980**	**304,980**	**19,180**
							Percent Budget Change	**6.71%**

CITY OF NEENAH REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES	**Department/Office:** Community Development	**Budget:** Community Development
	Program: Comm. Dev. and Human Services	**Submitted by:** Chris Haese

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved Budget for 2022	Current Estimate for 2022	Requested For 2023
POSITION TITLE	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.			
FULL TIME							
Director of CD/Assessment	Grade S3	1.00	Grade S3	1.00	$118,470	$118,470	$119,350
Deputy Director-CD/Assessmt	Grade O3	1.00	Grade O3	1.00	87,010	87,010	87,660
Chief Building Inspector	Grade M3	1.00	Grade M3	1.00	80,060	80,060	80,650
Plumbing & Mech. Inspector	Grade L3	1.00	Grade L3	1.00	73,320	73,320	73,870
Building Inspector	Grade K3	1.00	Grade K3	1.00	59,240	59,240	60,240
Assistant Planner	Grade J3	1.00	Grade J3	1.00	69,300	69,300	69,740
Property Appraiser II	Grade J3	1.00	Grade J3	1.00	64,380	64,380	64,780
Property Appraiser I	Grade H3	1.00	Grade H3	1.00	53,270	53,270	54,790
Office Manager	Grade G3	1.00	Grade G3	1.00	49,720	49,720	50,120
Admin Asst/Assessor Tech	Grade FH	0.67	Grade FH	0.67	30,170	20,140	26,650
Subtotal		9.67		9.67	$684,940	$674,910	$687,850
OTHER COMPENSATION							
Accrued Wages	-		-		0	0	0
TEMPORARY							
Department Intern	12.00 /hr		14.00 /hr		7,000	7,000	7,750
Temp. Help-Assessment	10.00 /hr		10.00 /hr		1,500	0	1,500
INFORMATION ONLY							
Wages Budgeted in Stormwater Fund	-		-		21,220	21,220	21,860
TOTAL	XXX	9.67	XXX	9.67	$693,440	$681,910	$697,100

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Community Development	**Budget:** Landmarks Commission
Program: Community Development and Human Services	**Submitted by:** Landmarks Commission

Goals/Responsibilities:
Effect and accomplish the protection, enhancement and perpetuation of improvements and districts which represent or reflect elements of the City's cultural, social, economic, political, engineering and architectural history. Safeguard the City's historic and cultural heritage, as embodied and reflected in such historic structures, sites and districts. Stabilize and improve property values. Foster civic pride in the beauty and noble accomplishments of the past. Protect and enhance the City's attractions to residents, tourists and visitors, and serve as a support and stimulus to business and industry. Promote the use of historic structures, sites and districts for the education, pleasure and welfare of the citizens of the City.

Activities:
Commission activities include research of individual properties and districts with the intent of designating appropriate properties and areas as historic landmarks with its accompanying protection. The Commission also lends its expertise to interested individuals seeking information on preservation, and to the general public regarding Neenah's historic structures, sites and districts.

2022 Accomplishments:
The Commission sponsored historic tours via voyageur canoe and horse-drawn wagon.

Commissioners reviewed one exterior building permit project of a landmark property.

2023 Goals/Plans:
The Commission plans to evaluate and designate properties as local landmarks, review plans for exterior building permit projects on landmark properties and conduct public information and education activities.

Major Increases (Decreases) in 2023 Budget Request: None

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Community Development	**Budget:** Sustainable Neenah
Program: Community Development and Human Services	**Submitted by:** Chris Haese

SUSTAINABLE NEENAH COMMITTEE

Goals/Responsibilities:
The Sustainable Neenah Committee's primary function is to encourage sustainable practices within the City by informing citizens about local sustainability efforts and increasing awareness of the principles of sustainability.

Activities:
Develop and distribute educational materials about sustainable practices. Attend Neenah's Farmer's Market and other community events to promote sustainable practices. Assist with the implementation of sustainable practices, projects and policies.

2022 Accomplishments:
Supported the Neenah Farmers Market and provided educational presentations at the market on biking, recycling, solar energy, and gardening. Reviewed City energy use for cost savings and promoted municipal solar projects.

2023 Goals/Plans:
Continue to educate the public about sustainable practices via Farmers Market events, the City website, City newsletter and other media. Continue partnering with residents to conserve resources and encourage recycling. Develop sustainability education materials for new officials and City employees. Continue work with Parks and Recreation Department to include sustainable features for Arrowhead Park. Develop bike-friendly community efforts. Evaluate new projects and programs to increase sustainable practices.

Major Increases (Decreases) in 2023 Budget Request: None

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Community Development	**Budget:** Comm. Dev. Authority/ Y-Senior Friends/Committee on Aging
Program: Community Development and Human Services	**Submitted by:** Chris Haese

COMMUNITY DEVELOPMENT AUTHORITY

Goals/Responsibilities:
Promote and initiate redevelopment, economic development and housing and revitalization programs.

Activities:
Identify, recommend and manage commercial and housing redevelopment projects. Oversee the final phases of the PH Glatfelter Redevelopment. Manage city-wide redevelopment efforts with particular attention on brownfield redevelopment efforts. Project management of Housing Fund activities. Research and report on funding opportunities. Direct local studies and reports. Direct public education and awareness activities.

2022 Accomplishments:
Facilitated the construction of The Plaza and Gateway Park on the Glatfelter Redevelopment.
Assisted T. Wall Enterprises with the continued construction of a $12.6 million multi-family development on Site 6 of the Glatfelter Redevelopment.
Supported Tadych Investment Partners, LLC with the initiation of construction of a $9 million mixed-use development (201 W. Wisconsin).
Executed agreements with Plexus Corp. to facilitate The Plaza at Gateway Park.
Coordinated utility relocations to allow construction of the 201 W. Wisconsin and The Plaza projects.
Continued efforts to secure an appropriate site for a parking structure to aid in downtown parking.
Began brownfield investigation of a former salvage yard in the Southpark Industrial Center to remove blight and provide another redevelopment option in the community.

2023 Goals/Plans:
Continue management of final phases of the Glatfelter Mill Redevelopment Project.
Assist with redevelopment of key Brownfield sites within the City.
Direct redevelopment projects as assigned.
Continue Land Bank activities in the Gateway Redevelopment District.
Continue Housing, Block Grant and Redevelopment responsibilities under jurisdiction of CDA.
Begin design/construction of a parking structure.

Major Increases (Decreases) in 2023 Budget Request: None.

Y-SENIOR FRIENDS PROGRAM

Goals/Responsibilities:
Provide programs for senior citizens at Neenah-Menasha YMCA.

Activities:
Use of Neenah-Menasha YMCA facilities for 260 days per year. Services of a full-time YMCA Senior Citizens Activity Coordinator and one half-time assistant to plan, organize and supervise programs and activities.

2022 Accomplishments:

Activities and services resumed in-person at the Y.

Past funding:	2021 - $15,810
	2022 - $16,156
Proposed funding:	2023 - $16,500

2023 Goals/Plans:
Service provider continues to plan, organize and supervise programs and activities for 260 days per year.

CITY OF NEENAH
2022 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Community Development	**Budget:** Comm. Dev. Authority/ Y-Senior Friends/Committee on Aging
Program: Community Development and Human Services	**Submitted by:** Chris Haese

COMMITTEE ON AGING

Goals/Responsibilities/Plans:
Serve as a forum at which residents can express concerns on issues relating to older adults and to facilitate the distribution and exchange of information about programs on aging.

2022 Accomplishments: Distributed senior information flyer. Planned implementation of annual School for Seniors event in partnership with Lakeland University.

Major Increases (Decreases) in 2023 Budget Request: None.

CITY OF NEENAH 2023 OPERATING BUDGET REQUEST PROGRAM COMMENTS	**Department/Office:** Community Development	**Budget:** Mass Transit
	Program: Community Development and Human Services	**Submitted by:** Chris Haese

MASS TRANSIT

Goals/Responsibilities:
Provide fixed-route bus and ancillary services within the City of Neenah.

Activities:

Fixed-Route Bus Service and Valley Transit II
Under contract with the City of Appleton, Valley Transit provides both local service (Route 31/32) and two connecting routes, one to Menasha/Appleton (Route 30), which includes evening service, and another route to Grand Chute via the Village of Fox Crossing (Route 41). Oshkosh Transit provides service between Oshkosh and the Church Street transfer center at no cost to the City of Neenah. The City maintains ownership and operation of the downtown transfer center. Remote location windbreak shelters are owned and maintained by Valley Transit. Valley Transit contracts with Running, Inc. to operate Valley Transit II, a handicapped accessible service for residents eligible under the Americans with Disabilities Act (ADA), local share paid by Winnebago County.

VT Connector
VT Connector, which Valley Transit has operated since 2007, is currently operated through a contract with Running, Inc. This demand-responsive transportation is primarily for workers who travel outside of VT's normal operating hours and to destinations past the bus routes, bounded by Cty Hwy G and Hwy 76 in the Neenah area.

2022 Accomplishments:
Through June 2022, there were 37,013 passenger trips on Route 30 (downtown Appleton to downtown Neenah), with 29,560 in 2021; on Route 31/32 (internal Neenah route) 15,846 passenger trips (13,624 in 2021); and on Route 41 (Neenah to Grand Chute), 10,632 passenger trips (9,036 in 2021).

2023 Goals/Plans:
Maintain existing routes and programs and review for improvements. Continue to evaluate Church Street transfer center for improved service.

Major Increases (Decreases) in 2023 Budget Request:

	2022 Budget	2022 Estimate	2023 Recommended
Gross Bus Service Cost	$432,460	$432,460	$510,160
Less: Grants/Aids	-341,570	-341,570	-416,944
Net Service Cost	90,890	90,890	93,216
Add: Shelter Operating Costs	3,650	3,650	2,750
Add: Connector Service	12,380	12,380	12,200
NET BUS SERVICE COST	$106,920	$106,920	$108,166

CITY OF NEENAH 2023 OPERATING BUDGET REQUEST PROGRAM COMMENTS	**Department/Office:** Community Development	**Budget:** Dial-A-Ride
	Program: Community Development and Human Services	**Submitted by:** Chris Haese

DIAL-A-RIDE

Goals/Responsibilities:
Assist residents age 60 and older who need help with transportation to maintain or increase their independence by providing lower-cost taxi rides to medical appointments, food shopping and errands and social activities.

Activities:
Since 1976, the Cities of Neenah and Menasha, and more recently Valley Transit, have cooperated to provide the service. The City of Neenah and Valley Transit agree to provide the service by requesting proposals and contracting with a private provider to offer rides to qualified residents. Funding support is provided to the City of Neenah from the Cities of Neenah and Menasha, United Way and Winnebago County. Program users obtain certification at Neenah City Hall, Neenah Public Library, Menasha Senior Center and the City of Neenah website, schedule with the transportation provider for rides and pay a $3.50 fare for each one-way trip at the time of the ride. Rides are provided to destinations throughout the Cities of Neenah and Menasha, Village of Fox Crossing, Town of Grand Chute, and City of Appleton, east to Hwy 441. Valley Transit applies State and Federal grants to the expense, pays the contractor the total ride cost ($17.85 per trip in 2023) less the fare, and the City of Neenah reimburses Valley Transit for the balance of the cost (the local share.)

2022 Accomplishments:
Provide estimated 2,000 rides through contract with Running, Inc., current program service provider.

2023 Goals/Plans:
Budget for an estimated 7,000 rides.

Major Increases (Decreases) in 2023 Budget Request: None

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance (Deficit) Jan. 1	123,174	147,362	147,362	153,522
Revenues				
City of Neenah	12,000	12,000	12,000	12,000
City of Menasha	10,000	10,000	10,000	10,000
Winnebago County	20,000	20,000	20,000	20,000
United Way	8,033	7,660	7,660	8,440
Interest & Misc.	5,408	1,500	1,500	3,000
Total Revenue	55,441	51,160	51,160	53,440
Expenditures				
Transportation Charges	25,829	59,420	44,000	60,020
Misc. Expenditures	424	1,000	1,000	1,000
Transfer to General Fund	5,000	-	-	-
Total Expenditures	31,253	60,420	45,000	61,020
Excess Revenue Over (Under) Expenditures	24,188	(9,260)	6,160	(7,580)
Fund Balance (Deficit) Dec. 31	147,362	138,102	153,522	145,942

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
OTHER COMMUNITY SERVICES								
LANDMARK OPERATIONS (9319-801)								
0202	Outside Printing	64	1,000	0	1,000	1,000	1,000	
0203	Postage	0	100	0	100	100	100	
0204	Conferences & Meetings	50	400	10	400	400	400	
0206	Advertising & Publication	0	100	0	100	100	100	
0207	Dues & Memberships	117	200	115	120	200	200	
0236	Outside Services	0	500	1,050	1,050	500	500	
	Contractual Services	**231**	**2,300**	**1,175**	**2,770**	**2,300**	**2,300**	**0**
0301	Office Supplies	0	50	0	50	50	50	
0318	Maps and Records	0	500	0	500	500	500	
0326	Photography Supplies	0	200	0	200	200	200	
0333	All Other Supplies	0	500	0	500	500	500	
	Supplies & Materials	**0**	**1,250**	**0**	**1,250**	**1,250**	**1,250**	**0**
	LANDMARK OPERATIONS	**231**	**3,550**	**1,175**	**4,020**	**3,550**	**3,550**	**0**
SUSTAINABLE NEENAH COMMITTEE (9320-801)								
0115	Schools/Seminars/Training	0	300	0	300	300	300	
	Personal Services	**0**	**300**	**0**	**300**	**300**	**300**	**0**
0202	Outside Printing	0	500	0	500	500	500	
0206	Advertising & Publication	0	100	0	100	100	100	
0207	Dues & Memberships	1,000	1,000	1,000	1,000	1,000	1,000	
0261	Misc	0	600	0	600	0	0	
	Contractual Services	**1,000**	**2,200**	**1,000**	**2,200**	**1,600**	**1,600**	**(600)**
0333	All Other Supplies	146	1,850	25	1,850	2,400	2,400	
	Supplies & Materials	**146**	**1,850**	**25**	**1,850**	**2,400**	**2,400**	**550**
	SUSTAINABLE NEENAH	**1,146**	**4,350**	**1,025**	**4,350**	**4,300**	**4,300**	**(50)**
COMMUNITY DEVELOPMENT AUTHORITY (9321-801)								
0202	Outside Printing	0	50	0	0	50	50	
0203	Postage	0	50	0	0	50	50	
0204	Conferences & Meetings	0	200	0	0	0	0	
0206	Advertising & Publication	0	100	0	0	100	100	
0207	Dues & Memberships	0	750	0	0	250	250	
0219	Maintenance of Land	3,192	5,000	0	0	6,000	6,000	
0222	Electricity	949	820	405	820	800	800	
0224	Water & Sewer	0	90	0	90	90	90	
0226	Storm Water	2,492	350	1,012	2,000	2,000	2,000	
0236	Outside Services	74	100	1,500	1,500	2,000	2,000	
	Contractual Services	**6,707**	**7,510**	**2,917**	**4,410**	**11,340**	**11,340**	**3,830**
	COM DEV AUTHORITY	**6,707**	**7,510**	**2,917**	**4,410**	**11,340**	**11,340**	**3,830**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
MASS TRANSIT (9323-801)								
0222	Electricity	2,543	2,500	1,828	2,500	2,500	2,500	
0226	Storm Water	95	150	63	150	150	150	
0236	Outside Services	432,461	428,580	285,720	428,580	510,160	510,160	
0268	Connecter Cost	0	12,000	0	12,000	12,200	12,200	
	Contractual Services	**435,099**	**443,230**	**287,611**	**443,230**	**525,010**	**525,010**	**81,780**
	MASS TRANSIT	**435,099**	**443,230**	**287,611**	**443,230**	**525,010**	**525,010**	**81,780**
DIAL-A-RIDE PROGRAM (9322-801)								
0236	Outside Services	12,000	12,000	9,000	12,000	12,000	12,000	
	Contractual Services	**12,000**	**12,000**	**9,000**	**12,000**	**12,000**	**12,000**	**0**
	DIAL-A-RIDE PROGRAM	**12,000**	**12,000**	**9,000**	**12,000**	**12,000**	**12,000**	**0**
Y-SENIOR FRIENDS PROGRAM (9324-801)								
0236	Outside Services	15,810	16,450	16,156	16,160	16,500	16,500	
	Contractual Services	**15,810**	**16,450**	**16,156**	**16,160**	**16,500**	**16,500**	**50**
	Y-SENIOR FRIENDS PROGRAM	**15,810**	**16,450**	**16,156**	**16,160**	**16,500**	**16,500**	**50**
COMMITTEE ON AGING (9221-792)								
0203	Postage	0	100	0	100	100	100	
0204	Conferences & Meetings	25	100	0	100	100	100	
0207	Dues & Memberships	0	50	0	50	50	50	
	Contractual Services	**25**	**250**	**0**	**250**	**250**	**250**	**0**
	COMMITTEE ON AGING	**25**	**250**	**0**	**250**	**250**	**250**	**0**
OTHER COMMUNITY SERVICES		**471,018**	**487,340**	**317,884**	**484,420**	**572,950**	**572,950**	**85,610**
							Percent Budget Change	**17.57%**

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NEENAH PUBLIC LIBRARY

Department Head

Gretchen Raab

Major Activities

The Neenah Public Library serves the educational, informational, and entertainment needs of area residents of all ages and at all stages of life, enriching lives through collections and resources, services and programming.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$2,284,731	$2,362,370	$2,541,060	7.56%	$2,495,150	5.62%
No. of Employees (FTE)	23.52	23.27	24.08	3.48%	23.27	0.00%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Library **($31,980)**

Mayor's Comments:

The 2023 Library operating budget request includes the addition of a part time Assistant Custodian, as well as additional hours for a part time position. Due to operating budget constraints I am not recommending the new position or the additional hours in my proposal.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Neenah Public Library	**Budget:** Administration
Program: Culture and Recreation	**Submitted by:** Library Board of Trustees

Goal/Responsibility:

- To provide public library service to area residents of all ages in accordance with Wisconsin statutes and standards.
- To meet the literacy, entertainment, educational, and enrichment needs and interests of the community.
- Fulfill the Library's mission: Inspiring ideas, enriching lives, creating community, celebrating literacy.

Activities:

- Select, catalog, display and provide for efficient checkout and return of library materials for all ages in various formats, including electronic materials.
- Offer programming and services for the community at all stages of life and in various formats.
- Provide outreach services to schools, childcare facilities, senior centers, and the homebound.
- Provide instruction and assistance in the use of the library and the library's resources.
- Provide community space for reading, programming, tutoring, meeting, studying, etc.
- Administer the library in accordance with Wisconsin statutes, City ordinances, and Library Board policy.

Recent Accomplishments:

Circulation

According to preliminary statistics from the Wisconsin Department of Public Instruction, Neenah Public Library is the 8th highest circulating library (of physical items) in Wisconsin (as of the end of 2021). Neenah was the 7th highest circulating library in 2020, 9th highest circulating library in 2019, 8th in 2018, and 10th in 2017.

Neenah follows much larger, and in some cases multi-branch community libraries in circulation (Madison, Milwaukee, Brown County, Waukesha, etc.). Neenah is the highest circulating library in the Winnefox Library System, checking out 28% more items in 2021 than the next highest circulating library (Oshkosh).

Cost per Circulation

Cost per circulation is one measure of a library's efficiency in providing materials and services to the community. It is determined by dividing total expenditures by circulation.
The library's cost per circulation was $4.26 in 2021, higher than pre-COVID years, but well below the average cost per circulation in the Winnefox Library System ($6.89). Out of the top 25 circulating libraries in Wisconsin in 2021, only one other library has a lower cost per circulation. The average cost per circulation of the top 25 circulating libraries in the state was $8.11.

Services and Programming

Library staff provide reference and reader's advisory services, provide instruction in the use of the library and in the use of electronic devices, assist patrons in applying for employment and government services, in finding materials for schoolwork and selecting recreational and educational materials for reading, viewing, and listening.

The Library established curbside delivery service out of necessity during the pandemic. The service is still of value to patrons and will continue to be provided for the foreseeable future.

The Library's book bike (Bibliocycle) has been used extensively throughout the summer months to bring materials out into the community. Story times have been incorporated into many of the book bike stops.

Programming is held in person and virtually. In-person programming is held in the library, in local parks, at local businesses, and at residential facilities.

Donations

Donations are used to fund programming and special projects and purchases. The Library's Trust Fund received $49,000 in donations in 2021 and $20,000 in the first half of 2022.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Neenah Public Library	**Budget:** Administration
Program: Culture and Recreation	**Submitted by:** Library Board of Trustees

Partnerships

The Library values strong partnerships within the community. Staff regularly work with the following organizations for special events, projects, and ongoing programs: Neenah Joint School District, Future Neenah, Fox Cities Book Festival, Fox Cities Reads, Valley VNA, Fox Valley Memory Project, Neenah Historical Society, AARP, Winnebago County (legal assistance clinics, WIC program), UW Extension-Winnebago County (Master Gardeners-library landscaping), Lawrence University (concerts), St. Joe's Food Pantry, Goodwill Industries, ADVOCAP, Todd Steven and Associates, YMCA, Early Learning Center, Community Learning Center, Youth-Go, The Brigade, and many more.

2023 Goals/Plans:

- Continue to provide materials in a variety of formats to meet the reading, listening, and viewing needs and interests of the community.
- Continue to offer engaging, innovative, educational, and entertaining programming and services for all ages and at all stages of life and in a variety of formats – in-person, in-house, in the community, and virtually.

Major Increases (Decreases) in 2023 Budget Request:

PERSONNEL

Creation of a new Regular Part-time Assistant Custodian position (25 hours per week)

To operate efficiently and keep the building and grounds clean, safe, and orderly, the Library requires one full-time Building Custodian (37.5 hours per week) and two to three part-time casual Assistant Custodians (up to 40 – 45 hours per week). However, finding employees to fill open custodial positions has been a challenge. A new position -- one 25-hour regular part-time employee along with one or two casual employees would provide the Library with adequate staff to clean the building, maintain grounds, set-up and take-down for programs and events, complete special projects, etc. The new position, which would have higher pay and some benefits, would allow us to better attract, grow, and retain employees.

Volunteer Coordinator position – add 5 hours per week (from 20 hours per week to 25 hours per week)

Volunteer Coordinator responsibilities have expanded and include active participation on the Volunteer Action Council of the Fox Cities and the Wisconsin Volunteer Coordinators Association. In addition to training all volunteers, the VC trains all new Circulation and Youth Department staff in materials management, i.e., shelving, shelf reading, etc., coordinates summer lunches, assists in coordinating the annual book sale, etc. The Volunteer Coordinator also has Circulation Department shifts and duties (Circulation desk, bookdrop, shelving, etc.).

ELECTRONIC MATERIALS

The Electronic Materials budget request is increased and includes subscriptions to downloadable audiobooks and electronic books, Overdrive ($30,000) and Hoopla ($30,000), as well as reference sources: Ancestry and Pronunciator ($5,000). The Library continues to see a significant increase in the use of electronic materials, particularly in 2020 and into 2021 with many patrons remaining at home during the pandemic. Circulation of electronic materials is up 40% over the same time in 2019.

WALS (Winnefox Automated Library System) COMPUTERIZATION

The 2023 fee for WALS will increase just under 1%. Neenah continues to be the highest circulating library in WALS, resulting in WALS fees higher than other libraries in the Winnefox Library System. Neenah's WALS' cost per item checked out remains low at $ .29 per checkout.

OPERATING RECEIPTS (revenue)

Overdue fines are no longer assessed at the Library. However, the Library continues to collect payments for lost library cards and overdue fines assessed at other libraries as well as for lost/unreturned and damaged materials.

The Library anticipates a 2.23% increase ($19,300) from Winnebago County for services to township residents (pending approval of the Winnebago County Board). The Library will also receive payments from Calumet, Waushara, Fond du Lac and Green Lake counties for checkout to their residents at the Neenah Public Library.

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PUBLIC LIBRARY								
LIBRARY ADMINISTRATION (9501-821)								
0101	Salaries	729,266	756,510	553,812	756,510	756,020	756,020	
0102	Hourly Wages	411,691	450,210	306,441	420,740	470,820	445,530	
0103	Temporary Wages	76,675	70,000	50,423	70,000	70,000	70,000	
0109	Premium Pay	12,226	11,000	8,812	11,000	12,000	12,000	
0110	Health Insurance	193,140	213,590	160,200	213,590	213,590	213,590	
0111	Fringes	168,464	176,200	125,816	172,170	187,880	181,190	
0115	Schools/Seminars/Training	0	600	309	600	600	600	
0123	Auto Allowance	235	900	935	940	900	900	
0128	Empl Recognition Awards	100	100	100	100	0	0	
	Personal Services	**1,591,797**	**1,679,110**	**1,206,848**	**1,645,650**	**1,711,810**	**1,679,830**	**720**
0202	Outside Printing	540	300	369	370	300	300	
0203	Postage	1,594	2,420	2,353	2,420	2,420	2,420	
0204	Conferences & Meetings	1,505	2,000	5,834	5,840	2,000	2,000	
0205	Credit/Debit Charges	2,190	500	0	500	500	500	
0206	Advertising & Publication	1,071	1,000	872	880	200	200	
0207	Dues & Memberships	1,559	2,300	1,800	2,300	2,300	2,300	
0212	Maint of Office Equipment	0	1,000	0	0	500	500	
0214	Maintenance of Buildings	35,552	43,000	31,144	43,000	45,000	45,000	
0218	Software Maintenance	4,214	5,200	4,691	5,200	5,300	5,300	
0219	Maintenance of Land	1,126	1,000	240	1,000	1,000	1,000	
0221	Telephone	3,603	3,100	2,742	3,100	3,100	3,100	
0222	Electricity	53,416	48,270	37,679	48,270	55,500	55,500	
0223	Natural Gas	12,480	11,430	11,101	13,000	14,500	14,500	
0224	Water & Sewer	6,362	9,490	3,516	9,500	9,950	9,950	
0225	Commercial Dumpster	748	760	374	760	800	800	
0226	Storm Water	924	1,000	462	1,000	1,000	1,000	
0227	Cellular Telephone	697	400	532	540	400	400	
0236	Outside Services	16,317	16,000	12,480	16,000	16,800	16,800	
0237	Pest Control	344	400	244	400	400	400	
0246	Property & Liability Ins	16,273	17,580	17,599	17,600	18,000	18,000	
0249	Collection Services	877	3,500	1,079	2,000	2,000	2,000	
0250	Copy Mach. Lease/Supplies	19,633	26,000	13,602	24,000	24,000	24,000	
0252	Rental of Equipment	585	500	452	500	500	500	
0255	IS Services/Internal	9,900	8,040	6,030	8,040	10,900	10,900	
	Contractual Services	**191,510**	**205,190**	**155,195**	**206,220**	**217,370**	**217,370**	**12,180**
0301	Office Supplies	4,202	6,500	2,137	4,000	5,500	5,500	
0303	Computer Operation Supply	0	100	60	100	100	100	
0306	Cleaning/Janitor Supplies	13,200	12,000	8,548	9,000	11,000	11,000	
0316	Equipment Maint Supplies	160	300	0	300	300	300	
0319	Safety Supplies	5,446	2,000	1,000	1,500	2,000	2,000	
0340	Library Books & Materials	218,727	210,000	166,223	210,000	215,000	215,000	
0341	Library Supplies	6,541	8,640	5,311	8,640	9,000	9,000	
0342	Tech Service Supplies	8,692	8,640	7,236	8,640	9,000	9,000	
0343	Small Program Packages	1,047	1,000	135	500	1,000	1,000	
0344	Small Equipment	1,134	2,000	851	1,000	1,500	1,500	
0349	Electronic Materials	30,046	20,000	34,569	35,000	65,000	55,000	
	Supplies & Materials	**289,195**	**271,180**	**226,070**	**278,680**	**319,400**	**309,400**	**38,220**
0800	Mayor's Executive Adjustment	0	(5,000)	0	0	0	0	
	Mayors Adjustment	**0**	**(5,000)**	**0**	**0**	**0**	**0**	**5,000**
	LIBRARY ADMINISTRATION	**2,072,502**	**2,150,480**	**1,588,113**	**2,130,550**	**2,248,580**	**2,206,600**	**56,120**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
WALS COMPUTERIZATION (9503-821)								
0203	Postage	0	200	0	200	200	200	
0236	Outside Services	154,739	158,690	159,852	159,860	160,250	160,250	
0253	Technology Res Fund	27,490	28,000	28,000	28,000	29,000	29,000	
	Contractual Services	**182,229**	**186,890**	**187,852**	**188,060**	**189,450**	**189,450**	**2,560**
	WALS COMPUTERIZATION	**182,229**	**186,890**	**187,852**	**188,060**	**189,450**	**189,450**	**2,560**
SPECIAL RESERVES & ESCROW (9509-821)								
0101	Salaries	0	0	0	0	42,940	42,940	
0110	Health Insurance	0	0	0	0	13,930	0	
0111	Fringes	0	0	0	0	6,160	6,160	
0150	Salary Plan Impl-Wages	0	0	0	0	35,000	35,000	
0151	Salary Plan Impl-Fringes	0	0	0	0	5,000	5,000	
	Special Reserves & Escrow	**0**	**0**	**0**	**0**	**103,030**	**89,100**	**89,100**
FUNDS CARRIED FORWARD								
0340	Library Books & Materials	0	25,000	0	25,000	0	0	
0349	Electronic Materials	30,000	0	10,000	10,000	0	10,000	
	Supplies & Materials	**30,000**	**25,000**	**10,000**	**35,000**	**0**	**10,000**	**(15,000)**
	Funds Carried Forward	**30,000**	**25,000**	**10,000**	**35,000**	**0**	**10,000**	**(15,000)**
	TOTAL EXPENDITURES	**2,284,731**	**2,362,370**	**1,785,965**	**2,353,610**	**2,541,060**	**2,495,150**	**132,780**
OPERATING RECEIPTS (010-0000-542)								
0200	Library Receipts	7,588	1,000	213	500	500	500	
0300	Coffee Sales	199	1,500	148	300	300	300	
0400	Bottled Beverages/Snacks	1,023	3,500	1,437	2,400	2,400	2,400	
0500	Copier/Printer Fees	6,876	12,000	7,403	10,000	10,000	10,000	
0700	Lost/Damaged Materials	4,591	5,000	3,566	5,000	5,000	5,000	
1500	P-Card Rebate	5,596	6,300	3,225	3,400	3,400	3,400	
1900	Winnebago County	856,638	866,140	649,570	866,140	885,450	885,450	
2000	Calumet County	23,297	24,000	26,321	26,330	29,560	29,560	
2100	Fond Du Lac County	1,590	1,500	2,176	2,180	2,050	2,050	
2200	Waushara County	967	900	1,124	1,130	830	830	
2300	Green Lake County	15	20	27	30	100	100	
2400	Collection Fee Charges	550	3,000	662	1,200	1,200	1,200	
	TOTAL OPERATING RECEIPTS	**908,930**	**924,860**	**695,872**	**918,610**	**940,790**	**940,790**	**15,930**
DEBT SERVICE FOR NEW LIBRARY								
0700	Winnebago County	14,758	0	0	0	0	0	

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE

COUNTY OPERATING AND CAPITAL RECEIPTS

The amount listed in 010-0000-542-2000 is 100% funding request to the Winnebago County Board.
Actual amounts received are subject to Winnebago County Board action.
If 100% funding is not received, first the operating, then the debt service request is funded.

Percentage of Winnebago County Township use of the Neenah Library

	2019	2020	2021
	40.0%	39.3%	41.0%

Winnebago County reimbursement for Township use:

	2021	2022	2023
Amount	856,640	866,140	885,450
% Change	5.038%	1.109%	2.229%

TOTAL EXPENDITURES	**2,284,731**	**2,362,370**	**1,785,965**	**2,353,610**	**2,541,060**	**2,495,150**	**132,780**
						Percent Budget Change	**5.62%**
TOTAL REVENUES	**908,930**	**924,860**	**695,872**	**918,610**	**940,790**	**940,790**	**15,930**
						Percent Budget Change	**1.72%**
EFFECT ON LEVY	**1,375,801**	**1,437,510**	**1,090,093**	**1,435,000**	**1,600,270**	**1,554,360**	**116,850**
						Percent Budget Change	**8.13%**
FUNDS CARRIED FORWARD	**0**	**(25,000)**	**0**	**(25,000)**	**0**	**(10,000)**	**15,000**
FINAL EFFECT ON LEVY	**1,375,801**	**1,412,510**	**1,090,093**	**1,410,000**	**1,600,270**	**1,544,360**	**131,850**
						Percent Budget Change	**9.33%**

CITY OF NEENAH REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES	**Department/Office:** Neenah Public Library	**Budget:** Administration
	Program: Culture and Recreation	**Submitted by:** Library Board of Trustees

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved Budget for 2022	Current Estimate for 2022	Requested For 2023
POSITION TITLE	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.			
FULL TIME							
Director	Grade R3	1.00	Grade R3	1.00	$103,540	$103,540	$104,310
Deputy Director	Grade O3	1.00	Grade O3	1.00	87,600	87,600	88,260
Youth Services Manager	Grade M3	1.00	Grade M3	1.00	79,730	79,730	80,320
Circulation Services Manager	Grade M3	1.00	Grade M3	1.00	79,920	79,920	80,520
Adult Services Librarian	Grade I3	4.00	Grade I3	4.00	238,830	238,830	243,210
Youth Services Librarian	Grade I3	1.00	Grade I3	1.00	60,670	60,670	61,120
Asst Libr. Tech Services	Grade G3	1.00	Grade G3	1.00	55,200	55,200	46,500
Building Maintenance	Grade L3	0.05	Grade L3	0.05	3,270	3,270	3,320
Building Custodian	Grade G3	1.00	Grade G3	1.00	47,750	47,750	48,460
Subtotal		11.05		11.05	$756,510	$756,510	$756,020
PART-TIME							
Admin. Asst (1,300 Hrs.)	Grade FH	0.67	Grade FH	0.67	30,910	30,910	31,140
Adult Services Librarian	Grade IH	0.53	Grade IH	0.53	27,590	27,590	28,680
Asst. Libr. Tech Services	Grade GH	0.67	Grade GH	0.67	29,320	29,320	30,800
Asst Libr Circ. Svc	Grade EH	0.53	Grade EH	0.67	18,880	18,880	23,950
Lib Asst Circ. Svc (11,400 Hrs)	Grade CH	5.83	Grade CH	5.83	185,170	174,410	189,710
Lib Asst Tech. Svc (3,120 Hrs)	Grade CH	1.59	Grade CH	1.34	62,630	48,280	49,690
Asst Libr Yth Svc (5,200 hrs)	Grade EH	2.65	Grade EH	2.65	95,720	91,350	96,350
Assistant Custodian	-	-	Grade CH	0.67	0	0	20,500
Total Part-time		12.47		13.03	$450,220	$420,740	$470,820
OTHER COMPENSATION							
Premium Pay*	-		-		11,000	11,000	12,000
Accrued Wages	-		-		0	0	0
TEMPORARY							
Casual	9.97-22.64/hr.	-	9.97-22.64/hr.	-	70,000	70,000	70,000
TOTAL	XXX	23.52	XXX	24.08	$1,287,730	$1,258,250	$1,308,840

* Sunday hours premium pay.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Parks and Recreation	**Budget:** Harbor Committee
Program: Culture and Recreation	**Submitted by:** M. Kading

Goals/Responsibilities:
The Neenah Harbor Committee advises the Parks and Recreation Commission on matters relative to boating safety and recreation.

Activities:
Assure compliance with State navigation regulations
Maintain aids to navigation in the harbor

2022 Accomplishments:
- Continued control measures
- Coordinated placement and removal of navigation buoys
- Coordinated the weed cutting throughout the channel / harbor area (2 cuttings were performed this year. The second cutting was paid by a generous donation
- Assigned city labor associated with weed cutting activity to budget
- Purchased/Replaced 3 buoys and associated hardware

2023 Goals/Plans:
- Continue replacement of buoys
- Studying the need for caution “high flow” buoys.
- Continue control measures
- Complete 3 year WI-DNR Weed Harvesting Permit

Major Increases (Decreases) in 2023 Budget Request: None.

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
HARBOR COMMITTEE (9602-831)								
0102	Hourly	788	800	379	800	800	800	
0104	Overtime Wages	522	550	36	550	550	550	
0110	Health Insurance	445	270	147	270	280	280	
0111	Fringes	246	250	77	250	230	230	
	Personal Services	**2,001**	**1,870**	**639**	**1,870**	**1,860**	**1,860**	**(10)**
0236	Outside Services	11,050	7,700	6,425	7,000	8,000	8,000	
0242	Permit	0	300	308	310	300	300	
	Personal Services	**11,050**	**8,000**	**6,733**	**7,310**	**8,300**	**8,300**	**300**
0333	All Other Supplies	24	1,020	861	900	1,000	1,000	
	Supplies & Materials	**24**	**1,020**	**861**	**900**	**1,000**	**1,000**	**(20)**
	HARBOR COMMITTEE	**13,075**	**10,890**	**8,233**	**10,080**	**11,160**	**11,160**	**270**
							Percent Budget Change	**2.48%**

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Bergstrom-Mahler Museum	**Budget:** Bergstrom-Mahler Museum
Program: Culture and Recreation	**Submitted by:** Amy Moorefield / John Timmer

Goal/Responsibility:
Bergstrom-Mahler Museum mission statement: *We provide extraordinary glass experiences to spark fun, kindle creativity, and illuminate learning for all.*

Activities and Value:
Bergstrom-Mahler Museum of Glass rebranded in 2013 to specialize in an area of fine art that would align and associate the museum with specialized audiences and interests from around the world, while providing a unique opportunity to see world class glass art to our local community. By creating an exhibition platform of high caliber, recognized artists, and focusing our education, as well as collecting, the museum is seeing evidence of this strategy creating success. Visitors are coming from broader areas, spending overnights in the Fox Valley, and contributing to the area creative economy.

2021 - 2022 Exhibitions included:

- ***Between Us, John Littleton and Kate Vogel,*** October 1, 2021 to February 14, 2022
- ***Paperweight Collector's Association Member Artist Showcase,*** February 1 – May 21, 2022
- ***Paperweights in Bloom: Selections from Bergstrom-Mahler Museum of Glass,*** at The Paine Art Center and Gardens in Oshkosh, February 19 – May 22, 2022
- ***The Fox Valley Area High School Glass Exhibition 2022,*** February 24 – March 27, 2022
- ***New to US: Recent Acquisitions,*** March 26, 2022 – December 4, 2022
- ***Vessels from the Vault,*** June 4, 2022 – December 31, 2022
- ***Between Seeing and Knowing,*** October 8, 2022 – February 5, 2023

***Between Us,* John Littleton and Kate Vogel, a Retrospective** – October 1, 2021 – February 14, 2022
Working collaboratively since 1979, North Carolina-based artists John Littleton and Kate Vogel partner to create sculptural works of blown and cast glass. This exhibition is representative of a lifetime of this partnership and includes pieces from various series including *Captured Reflection*, *Clarity Imprisoned*, *Crystals*, *Bags* and more. The show also highlights a selection of works of John's father, Harvey Littleton, a pioneer of the Studio Glass Movement in the United States.

Paperweight Collector's Association Member Artist Showcase, February 1 – May 21, 2022
In celebration of the biennial meeting of the Paperweight Collector's Association taking place in Appleton, Wisconsin from May 18 through May 21, 2022, submitted work of PCA member artists will be on exhibit in the Mabel R. McClanahan Memorial Study Gallery. The Paperweight Collectors Association, Inc. (PCA) is a non-profit organization dedicated to appreciating and collecting glass paperweights. For over a half century, PCA has championed the study and collection of antique, vintage and contemporary glass paperweights. The mission of PCA is to promote education: to increase knowledge about paperweights, their creators, and the astounding glass medium from which they are created.

Paperweights in Bloom: Selections from Bergstrom-Mahler Museum of Glass, at The Paine Art Center and Gardens in Oshkosh, February 19 – May 22, 2022
Paperweights in Bloom highlights more than fifty antique, vintage and contemporary glass paperweights from the collection of Bergstrom-Mahler Museum of Glass. Featuring floral motifs in the lampwork and millefiori styles, this exhibition serves as a companion to *Rooms of Blooms* and *Ubuhle Women: Beadwork and the Art of Independence* showing at The Paine in Oshkosh and is held in conjunction with the biennial meeting of the Paperweight Collector's Association in Appleton.
The Paperweight Collectors Association, Inc. (PCA) is a non-profit organization dedicated to appreciating and collecting glass paperweights. For over a half century, PCA has championed the study and collecting of antique, vintage, and contemporary glass paperweights. The mission of the PCA is to promote education: to increase knowledge about paperweights, their creators, and the astounding glass medium from which they are created.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Bergstrom-Mahler Museum	**Budget:** Bergstrom-Mahler Museum
Program: Culture and Recreation	**Submitted by:** Amy Moorefield / John Timmer

The Fox Valley Area High School Glass Exhibition 2022, February 24 – March 27, 2022
Bergstrom-Mahler Museum of Glass strives to expose the community to the versatility of glass while encouraging the creativity of talented young artists in the area. The encouragement of our young people and their development in the arts is crucial to our future economic and social development. We are pleased to exhibit glass art made by high school students in the Fox Valley area. Through creating art in the classroom and at home, students have the opportunity to share their work in a public setting.

New to US: Recent Acquisitions, March 26, 2022 – December 4, 2022
Bergstrom-Mahler Museum of Glass is excited to announce an exhibition of new acquisitions to the museum's permanent collection. On from March 26th thru December 4th in the Museum's Blue Gallery, this exhibition will highlight work by artists such as Howard Ben Tré, Kari Russell-Pool, Rick Ayotte, Lisabeth Sterling, Stephen Hodder, Audrey Handler, Richard Ritter, Klaus Moje, Marvin Lipofsky, Barry Sautner and Eric Hilton. This exhibition continues the museum's tradition of celebrating the philanthropy of our generous donors. Through these gifts, we are able to continue engaging and educating our audiences about the exciting world of glass art.

Vessels from the Vault, June 4, 2022 – December 31, 2022
Bergstrom-Mahler Museum of Glass is home to more than 5,000 examples of glass art, most of which are organized into one of four collections categories: paperweights, Germanic glass, Victorian glass, and contemporary studio glass. The vessels on exhibit in the Mabel R. McClanahan Memorial Study Gallery represent collections outside of the museum's general scope and include works from designers such as Tiffany Studios (Queens, New York), Steuben (Corning, New York), Lalique (Paris, France), and Daum (Nancy, France).

Between Seeing and Knowing, October 8, 2022 – February 5, 2023
Comprised of hundreds of objects fabricated using multiple glass processes, *Between Seeing and Knowing* is a large-scale, site-specific installation by artists Anna Boothe and Nancy Cohen. Created as part of a Collaborative Residency that took place at the Studio of the Corning Museum of Glass in 2012, the artwork has been exhibited at Accola Griefen Gallery, Philadelphia Art Alliance, and Philadelphia's International Airport. The installation will be presented at Bergstrom-Mahler Museum of Glass from October 6, 2022 – February 5, 2023.

Thursday Evenings
Beginning in October of 2019 we opened our doors until 8:00pm on Thursdays. We restarted this program as the pandemic eased. This offers the museum to the community after normal business hours and provides a regular opportunity for evening visits. The museum has committed to extending our hours of operation to reach a larger audience.

Art After Dark
A popular means to serve a younger audience and keep extended hours at the museum. The family friendly event, held in the evenings, was created to try and reach a new audience, one that might not be comfortable with traditional museum settings. It has proven to very popular, exceeding our expectations.

SPARK!
SPARK! is a cultural program for people with early- to mid-stage memory loss and their care partners. We welcome participants to stay actively engaged in their communities while joining peers to experience art, culture and nature in a comfortable environment with specially trained staff and volunteers. Offered free every second Tuesday of the month from 10:30am to noon, reservations suggested.

Bergstrom-Mahler Museum of Glass continues to participate in collaborative programming with the Neenah Arts Council.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Bergstrom-Mahler Museum	**Budget:** Bergstrom-Mahler Museum
Program: Culture and Recreation	**Submitted by:** Amy Moorefield / John Timmer

2022 Outside services: (FY end June 2022) Architectural Rooflines ($8,413), Bassett Mechanical ($11,569), City Disposal Services ($1,081), Fox Cities Errands snow removal ($7,905), Irrigation Services, Inc. ($9742), J.D. Ogden Plumbing & Heating Inc ($1,101), J.F. Ahern ($1,335), Lowney's Landscaping Center, Inc. ($11,354), PJ Electrical Services LLC ($3,541), RanderCom, Inc. ($1,036), Sentinel Security LLC ($1,900), Tri City Glass & Door ($1,925), Wil-Kil Pest Control ($1,177), Xtreme Clean of the Fox Cities, LLC ($10,622), other ($5,975).
Total: $70,124

2022 General Maintenance/Supplies: (FY end June 2022) Maintenance supplies, janitorial supplies, tools and non-capital related building maintenance. Total: $1,963

2022 Utilities: (FY end June 2022) $36,583

Fiscal Year 2021 Total: (FY end June 2022) $108,670

2022 Allocation spent on:
Architectural Rooflines ($1,426) leak in attic, Bassett Mechanical ($7,390) repairs to HVAC, JD Ogden ($1,101) sump pump piping, J.F. Ahern ($1,335) halon system, Lowney's Landscaping Center, Inc. ($1,813) flagstone walkway, PJ Electrical ($2,745) add outlets, Tri City Glass & Door ($1,925) front door repair.
(Total $17,735 in 2022 calendar year-to-date)

2023 Capital Request:
HVAC repair/replace ($10,000 – $20,000 pending specifications). Resurface or seal coat driveway ($10,000 pending estimate). Repair stucco and wood exterior ($10,000 pending estimate). Stone steps repair and railing ($5,000). Stone wall repair and tuck pointing ($5,000). Magnetic door lock for front entrance ($4,000). Tree removal from lake lawn ($3,000).

Major Increases (Decreases) in 2023 Budget Request:
The museum has independently maintained the building and equipment, as well as invested significantly in improvements for the 50+ years of its existence. At this time, we would like to request $35,000 for the planned 2023 capital improvements.

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DEPARTMENT OF PARKS & RECREATION

Department Head

Michael Kading

Major Activities

The Department provides the citizens of Neenah, of all ages, interests and capabilities, with a broad range of recreational opportunities and safe, attractive and varied facilities.

Operating Budget Information/Number of Employees:

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget (excluding Parks Forestry Program)	$2,106,469	$2,250,880	$2,360,040	4.85%	$2,360,040	4.85%
No. of Employees (FTE) - All Funds	13.67	12.67	12.67	0%	12.67	0%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Park & Recreation

Mayor's Comments:

No changes recommended.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Parks and Recreation	**Budget:** Parks and Recreation
Program: Culture and Recreation	**Submitted by:** M. Kading

Goals/Responsibilities:
Create community through people, parks and programs that provide recreational experiences; foster human development; promote health and wellness; increase cultural unity; facilitate community problem solving; strengthen safety and security; strengthen community image and sense of place; and support economic development.

Activities:
- Develop, implement and administer year-round recreation programs in Arts, Instruction, Sports, Special Events, Wellness/Fitness, Entertainment and Hobby
- Maintained facilities that host soccer, baseball, kickball leagues and tournaments
- Provided support for recreation programs, concerts and special events
- Plan for the acquisition and development of parkland and recreation facilities.
- Manage and maintain:

26-Parks (391 Acres)	16-Soccer Fields	32 Buildings, including the Lighthouse and Doty Cabin (Historic Home/Museum)	
8,385 Feet of Shoreline	14-Tennis Courts		
5-Boating Facilities	24-Playgrounds	Flower Beds, Trails, Decorative Fountains, Fishing Decks, Natural Areas and various other park and recreation facilities	
4-Basketball Courts	1-Skate/Bike Park		
4-Volleyball Courts	3-Ice Rinks		
1-Archery Range	9-Softball/Baseball Fields	1-Splash Pad	1-Discovery Field
1-Outdoor Swim Pool Complex	4-Pickleball Courts	1-Outdoor Fitness	1-Skate Park

2022 Accomplishments:
Park Projects:
- Arrowhead Park Phase 1B (Prairie/Path and Pier) – Work is expected to begin this fall and be complete spring 2023
- Kimberly Point Vehicle, Bike and Ped - will begin after September 19
- Pool: Slide, sand play equipment replacement, water heaters, pool vacuum - completed
- Riverside play surface – will begin after September 19
- Fresh Air park drive – Substantially completed
- Building Security - fall
- Southview Court Restoration - in progress
- Shattuck Fountain – completed
- Dog Park – in progress

Recreation:
- Hosted the 8th Annual Filthy Fun Kids Run and the 2nd Annual Sweater Shuffle in cooperation with the Village of Fox Crossing
- Provided programs to promote health, wellness and safety through recreation programs, including Fun Runs, Children's Playtime, Swim Lessons, adult and youth sports
- Offered cultural opportunities: Riverside Players Community Theater, Neenah Community Band and youth programs
- Provided places and programs for family activities with Movie Nights, Park Kart, Park Scavenger Hunts and Storywalks
- Worked in cooperation with the Police Department to host National Night Out.

New Programs:
- Parents Night Out
- Sled Shed
- Kids Klub
- It's a Date
- Fireside Theater – White Christmas
- Boomer Boot Camp
- Boogie Ballroom for Kids
- Green Bay Adventure Trip
- Neenah Parks Marathon
- Discover Music
- Little Music Movers
- Adult Yoga
- Fuse Glass Workshop

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Parks and Recreation	**Budget:** Parks and Recreation
Program: Culture and Recreation	**Submitted by:** M. Kading

Grants and Donations: Raised the following non-tax revenues to support programming and park development:

- Play It Forward $500
- Fun Run Sponsors $10,50
- Punt, Pass & Kick..... $250
- Park Kart $500
- Community Band..... $700
- Filthy Fun Kids Run…… $750
- Op Rec $500
- Program Sponsorship $12,750
- Trees For The Living $5,100
- Tennis Awards..... $500
- Community Kids $400
- Riverside Players $800

Partnerships: Provided support to the following organizations for events and programs:

- Neenah Soccer Club
- Fox Valley Sailing School
- Neenah Nodaway Yacht Club
- Future Neenah Inc
- Neenah Baseball Inc
- NJSD Facility Reciprocity
- YMCA Day Camp and Senior Games
- Youth-Go Baseball and The Hallows
- Neenah Animal Shelter Drool in the Pool
- Fox Crossing Park and Rec. Dept.
- Knights of Columbus Youth Sports Competitions

Volunteer Projects:

- Church Park Cleanup Days
- Community Cleanup
- Adopt-A-Garden

NEENAH POOL

The pool budget covers temporary wages, outside services, equipment and supplies necessary for swim lessons, the open swim program and the operation and maintenance of the physical facility. Administration costs are not included.

	2018	2019	2020*	2021	2022	2023
Average Temperature	75º	77º	76º	80.5º	77º	
Lesson Registration	1,108	1,211	477	907	972	
Season Passes Sold	532	527	1513 Punch Cards	1590 individual passes	1,401	
Daily Passes	35,248	30,876	16,425	26,401	27,479	
Total Attendance	48,814	45,880	21,247	37,860	38,630	
	Actual	**Actual**	**Actual**	**Actual**	**Estimated**	**Requested**
Expenditures	$265,241	$257,166	$217,737	$276,800	$285,250	$317,940
Revenue	$(208,068)	$(214,424)	$(85,942)	$(205,920)	($204,450)	($250,050)
Levy Support	$57,173	$43,340	$131,795	$70,880	$80,800	$67,890
Cost Recovery Rate	78%	83%	39%	74%	72%	79%

***COVID-19 Greatly impacted pool numbers**

2023 Goals/Plans:

- Offer high quality, cost effective year-round recreational programing that meets and is responsive to the needs of the community
- Maintain our parks and facilities at the highest level possible
- Implement CIP / Park and Open Space Plan:
  - Arrowhead: Finish Phase 1B, Design and begin construction Activity Building and begin design work for park asphalt work
  - Cook Park Redevelopment
  - Carpenter Preserve Concept Design
  - Doty and Kimberly Point Seawall/Shoreline Design
  - Pool Boilers
  - Pool Diving Board Replacement
  - Picnic Table Replacement Program
  - Asphalt Trail/Parking Lot Repairs
  - Baldwin Park Play equipment replacement
- Review all current recreation program offerings and determine future direction

Major Increases (Decreases) 2023 Budget Requests:

Operation Recreation Jr.
$1.00 pay increase over the entire p/t and long term seasonal scale.

CITY OF NEENAH
OPERATING BUDGET
***** PARK & RECREATION SUMMARY BY TYPE OF EXPENDITURE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PERSONAL SERVICES								
0101	Salaries	429,606	446,790	319,753	444,220	453,450	453,450	
0102	Full Time Hourly Wages	330,705	354,910	185,695	269,570	278,440	278,440	
0103	Temporary Wages	291,769	351,520	322,385	353,780	441,180	441,180	
0104	Overtime Wages	30,424	19,600	30,223	35,890	28,280	28,280	
0105	Reimbursable Overtime	(454)	(240)	(270)	(320)	(330)	(330)	
0110	Health Insurance	208,468	220,140	146,009	202,000	202,460	202,460	
0111	Fringes	166,347	178,600	120,719	167,140	167,530	167,530	
0115	Schools/Seminars/Training	2,630	2,510	2,628	2,990	2,860	2,860	
0117	Clothing Allowance	8,111	8,350	8,751	9,290	9,120	9,120	
0118	License Renewal	0	40	0	40	40	40	
0123	Auto Allowance	185	300	203	300	300	300	
0124	Meal Allowance	0	20	0	20	20	20	
0127	DOT Emp Notification Prog	0	20	0	20	20	20	
0128	Empl Recognition Awards	168	1,240	0	1,240	1,240	1,240	
	PERSONAL SERVICES	**1,467,959**	**1,583,800**	**1,136,096**	**1,486,180**	**1,584,610**	**1,584,610**	**810**
CONTRACTUAL SERVICES								
0202	Outside Printing	12,993	15,660	14,705	16,630	18,900	18,900	
0203	Postage	12,105	5,780	3,168	5,860	6,060	6,060	
0204	Conferences & Meetings	997	2,800	3,280	3,280	2,900	2,900	
0206	Advertising & Publication	733	1,750	1,271	1,750	2,000	2,000	
0207	Dues & Memberships	1,190	1,100	1,357	1,360	1,400	1,400	
0211	Maint of Fixed Equipment	23,082	10,300	11,253	13,030	11,400	11,400	
0213	Maint of Motor Vehicles	910	750	820	820	800	800	
0214	Maint of Buildings	4,377	6,500	4,675	5,680	6,600	6,600	
0216	Maint of Operating Equip	515	2,500	1,569	4,000	3,500	3,500	
0218	Software Maintenance	465	1,500	685	1,100	1,100	1,100	
0219	Maintenance of Land	0	1,000	0	1,000	1,000	1,000	
0220	Maint of Athletic Fields	4,005	2,000	3,218	3,500	2,500	2,500	
0221	Telephone	1,418	860	1,364	1,630	1,560	1,560	
0222	Electricity	52,819	55,930	39,745	58,290	60,770	60,770	
0223	Natural Gas	13,552	14,260	11,805	14,570	15,570	15,570	
0224	Water & Sewer	65,863	56,800	10,225	61,600	64,830	64,830	
0225	Commercial Dumpster	5,384	5,560	2,450	5,760	5,760	5,760	
0226	Storm Water	19,793	20,720	9,907	20,720	21,280	21,280	
0227	Cellular Telephone	2,136	1,800	1,924	2,100	2,200	2,200	
0233	Other Services	36,807	54,670	55,217	61,510	67,640	67,640	
0234	Credit Card Payment Fees	15,379	16,000	17,682	17,690	16,500	16,500	
0236	Outside Services	19,183	24,850	33,183	51,400	54,850	54,850	
0237	Pest Control	2,830	3,130	2,689	2,990	3,100	3,100	
0238	Professional Services	1,842	1,250	2,674	2,730	1,200	1,200	
0242	Permits	577	630	577	630	630	630	
0251	Rental	8,034	13,500	12,276	14,350	23,350	23,350	
0252	Rental of Equipment	5,341	2,000	1,725	2,000	2,000	2,000	
0254	Printer / Copies	2,841	3,000	2,388	3,000	2,970	2,970	
0255	IS Services / Internal	41,980	29,900	22,425	29,900	50,200	50,200	
0258	GIS Services/Internal	0	9,320	6,990	9,320	10,300	10,300	
0293	Maint of Motor Veh/Fleet	30,360	30,800	16,889	30,800	30,800	30,800	
0294	Oil and Fluids/Fleet	2,471	2,200	1,600	2,200	2,200	2,200	
0296	Maint of Oper Eq/Fleet	91,405	93,500	77,484	113,870	95,000	95,000	
	CONTRACTUAL SERVICES	**481,387**	**492,320**	**377,220**	**565,070**	**590,870**	**590,870**	**98,550**

CITY OF NEENAH
OPERATING BUDGET
***** PARK & RECREATION SUMMARY BY TYPE OF EXPENDITURE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
SUPPLIES & MATERIALS								
0301	Office Supplies	614	850	670	790	900	900	
0306	Chemicals	831	300	0	300	300	300	
0308	Cleaning/Janitor Supplies	11,526	12,600	11,331	12,190	12,800	12,800	
0310	Gasoline & Oil	28,327	24,710	33,381	33,390	32,300	32,300	
0311	Fixed Equipment Maint.Sup	1,332	2,450	2,277	3,280	2,450	2,450	
0312	Playground Maintenance	2,812	11,000	2,116	11,000	11,000	11,000	
0313	Motor Vehicles Maint. Sup	42	400	187	400	400	400	
0314	Building Maint. Supplies	11,902	10,300	8,700	9,950	10,400	10,400	
0315	Land Maintenance Supplies	19,604	16,000	14,341	17,240	16,100	16,100	
0316	Equipment Maint. Supplies	1,324	3,400	1,203	2,580	3,400	3,400	
0319	Safety Supplies	2,015	2,600	2,238	2,720	2,600	2,600	
0320	Small Tools	716	900	276	890	900	900	
0321	Athletic Field Maint. Sup	10,870	16,900	19,588	19,590	17,000	17,000	
0326	Photography Supplies	16	100	49	550	100	100	
0333	All Other Supplies	29,496	34,110	27,613	31,590	33,220	33,220	
0335	Set Design/Construction	1,726	3,200	4,253	4,260	3,500	3,500	
0336	Concession Supplies	28,248	26,700	30,836	30,850	29,620	29,620	
0337	Tickets	0	270	0	0	0	0	
0338	Costumes	740	1,200	31	400	800	800	
0344	Small Equipment	3,515	3,700	2,668	3,500	3,700	3,700	
0345	Shop Supplies	987	720	735	920	920	920	
0347	Small Computer Hardware	480	2,350	366	1,950	2,150	2,150	
	SUPPLIES & MATERIALS	**157,123**	**174,760**	**162,859**	**188,340**	**184,560**	**184,560**	**9,800**
	TOTAL PARK & RECREATION	**2,106,469**	**2,250,880**	**1,676,175**	**2,239,590**	**2,360,040**	**2,360,040**	**109,160**
						Percent Budget Change		**4.85%**

CITY OF NEENAH
REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES

Department/Office:	**Budget:**
Parks and Recreation	Parks and Recreation
Program:	**Submitted by:**
Culture and Recreation	Michael Kading

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved Budget for 2022	Current Estimate for 2022	Requested For 2023
POSITION TITLE	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.			
FULL TIME							
Director	Grade R3	1.00	Grade R3	1.00	$102,130	$102,130	$102,770
Supt. of Recreation	Grade M3	1.00	Grade M3	1.00	81,020	81,020	81,620
Supt. of Parks	Grade M4	1.00	Grade M4	1.00	85,040	85,040	85,670
Recreation Supervisor	Grade K3	1.00	Grade K3	1.00	62,260	62,260	63,540
Parks Supervisor	Grade K4	1.00	Grade K4	1.00	63,510	63,510	65,890
Office Manager	Grade G3	1.00	Grade G3	1.00	51,080	51,080	51,390
Park Arborist	Grade L10	1.00	Grade L10	1.00	69,970	69,970	70,490
Park Lead Technician	Grade L9	2.00	Grade L9	1.00	128,000	65,280	65,690
Park Technician	Grade L6	4.00	Grade L6	4.00	195,000	177,780	185,720
Subtotal		13.00		12.00	$838,010	$758,070	$772,780
PART-TIME							
Admin. Asst. (1,300 hrs.)	Grade D	0.67	Grade D	0.67	23,000	20,480	23,870
OTHER COMPENSATION							
Accrued Wages	-		-		0	0	0
Overtime							
Operations	-		-		12,950	19,630	14,180
Recreation					1,000	800	800
Pool					6,500	17,000	14,000
Community Fest	-		-		550	300	300
Celebrations	-		-		600	800	800
TEMPORARY	12.00 - 15.50 / hr.		12.00 - 18.00 / hr.				
Recreation					305,020	290,400	339,430
Parks					50,150	71,330	106,950
Celebrations					600	1,500	1,500
Park Forestry					2,000	1,600	1,500
Subtotal for Parks					$52,750	$74,430	$109,950
INFORMATION ONLY							
City-Wide Forestry	-		-		55,450	57,150	56,450
TOTAL	XXX	13.67	XXX	12.67	$1,240,380	$1,181,910	$1,276,110

CITY OF NEENAH
OPERATING BUDGET
***** PARK & RECREATION EXPENDITURES & REVENUES SUMMARY *****
FOR FISCAL YEAR 2023

ACCOUNT NUMBER	PARK & RECREATION DIVISION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
	REGULAR PROGRAMS SUMMARY							
781	Park & Rec. Administration	690,728	713,780	518,764	715,020	748,970	748,970	35,190
781	General Unalloc. Overhead	22,174	23,070	23,817	24,760	23,540	23,540	470
782	Adult Programs	908	1,850	3,653	4,060	2,980	2,980	1,130
783	Contracted Programs	35,393	48,000	38,153	44,380	47,340	47,340	(660)
785	Youth Programs	129,274	148,490	132,969	146,740	187,900	187,900	39,410
786	Other Park & Rec. Activities	8,549	11,750	11,915	12,930	13,230	13,230	1,480
787	Riverside Players	17,700	30,850	27,601	28,000	30,630	30,630	(220)
788	Parks	935,608	991,260	641,175	971,960	987,510	987,510	(3,750)
	TOTAL EXPENDITURES	**1,840,334**	**1,969,050**	**1,398,047**	**1,947,850**	**2,042,100**	**2,042,100**	**73,050**
						Percent Budget Change		**3.71%**
	TOTAL REVENUES	**336,535**	**360,880**	**381,665**	**402,070**	**423,020**	**423,020**	**62,140**
						Percent Budget Change		**17.22%**
	NET EFFECT ON LEVY	**1,503,799**	**1,608,170**	**1,016,382**	**1,545,780**	**1,619,080**	**1,619,080**	**10,910**
						Percent Budget Change		**0.68%**
	INDEPENDENT PROGRAMS SUMMARY							
784	Municipal Pool	266,135	281,830	278,129	291,660	317,940	317,940	36,110
	TOTAL EXPENDITURES	**266,135**	**281,830**	**278,129**	**291,660**	**317,940**	**317,940**	**36,110**
						Percent Budget Change		**12.81%**
	Municipal Pool							
	Pool-Special Events	821	700	250	250	1,200	1,200	
	Pool-Taxable Concessions	49,340	45,000	50,122	50,130	52,000	52,000	7,000
	Pool-Daily Receipts	57,748	60,000	61,189	61,190	60,000	60,000	0
	Pool-Season Pass Receipts	55,473	55,000	48,489	48,550	70,000	70,000	15,000
	Pool-Swim Lessons Receipts	41,632	50,000	44,224	44,230	66,700	66,700	16,700
	Pool-Locker Rental	76	150	152	160	150	150	0
	Over/Short	(66)	0	141	150	0	0	0
	Municipal Pool Revenue	**205,024**	**210,850**	**204,567**	**204,660**	**250,050**	**250,050**	**39,200**
	TOTAL REVENUES	**205,024**	**210,850**	**204,567**	**204,660**	**250,050**	**250,050**	**39,200**
						Percent Budget Change		**18.59%**
	NET EFFECT ON LEVY	**61,111**	**70,980**	**73,562**	**87,000**	**67,890**	**67,890**	**(3,090)**
						Percent Budget Change		**-4.35%**
	GRAND TOTAL EXPENDITURES	2,106,469	2,250,880	1,676,176	2,239,510	2,360,040	2,360,040	109,160
						Percent Budget Change		**4.85%**
	GRAND TOTAL REVENUES	541,559	571,730	586,232	606,730	673,070	673,070	101,340
						Percent Budget Change		**17.73%**
	NET EFFECT ON LEVY	**1,564,910**	**1,679,150**	**1,089,944**	**1,632,780**	**1,686,970**	**1,686,970**	**7,820**
						Percent Budget Change		**0.47%**

CITY OF NEENAH
OPERATING BUDGET
***** PARK & RECREATION SUMMARY BY PROGRAM ACTIVITY *****
FOR FISCAL YEAR 2023

PROGRAM ACTIVITY	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
REGULAR PROGRAMS							
PARK & REC. ADMINISTRATION							
(781)							
Park & Rec Admin Office	690,728	713,780	518,764	715,020	748,970	748,970	
Gen Unallocated Overhead	22,174	23,070	23,817	24,760	23,540	23,540	
PARK & REC. ADMINISTRATION	**712,902**	**736,850**	**542,581**	**739,780**	**772,510**	**772,510**	**35,660**
ADULT PROGRAMS							
(782)							
Adult Open Gym	315	500	584	980	780	780	
Volleyball - Summer	0	350	0	0	400	400	
Tennis Lessons	518	700	1,440	1,440	700	700	
Pickleball	75	300	1,629	1,640	1,100	1,100	
ADULT PROGRAMS	**908**	**1,850**	**3,653**	**4,060**	**2,980**	**2,980**	**1,130**
CONTRACTED PROGRAMS							
(783)							
Sports Clinics	11,962	19,000	12,084	12,090	12,080	12,080	
Fitness	4,468	7,000	3,325	9,090	11,760	11,760	
Contracted Youth Programs	18,963	22,000	22,744	23,200	23,500	23,500	
CONTRACTED PROGRAMS	**35,393**	**48,000**	**38,153**	**44,380**	**47,340**	**47,340**	**(660)**
INDEPENDENT PROGRAMS							
(784)							
Municipal Pool	266,135	281,830	278,129	291,660	317,940	317,940	
INDEPENDENT PROGRAMS	**266,135**	**281,830**	**278,129**	**291,660**	**317,940**	**317,940**	**36,110**

CITY OF NEENAH
OPERATING BUDGET
***** PARK & RECREATION SUMMARY BY PROGRAM ACTIVITY *****
FOR FISCAL YEAR 2023

PROGRAM ACTIVITY	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
YOUTH PROGRAMS							
(785)							
Office and Supervision	2,058	2,250	2,458	2,560	2,600	2,600	
Operation Recreations	54,221	66,040	58,787	61,700	74,900	74,900	
Filthy Fun Kids Run	2,946	5,800	4,378	4,380	3,800	3,800	
Park Kart Mobile Recreati	914	1,050	1,011	1,170	1,250	1,250	
Special Events	9,427	6,720	8,469	9,370	7,700	7,700	
Tennis - Playgrounds	20,894	20,150	20,532	21,360	22,700	22,700	
Children's Playtime	15,300	17,010	9,706	16,910	17,410	17,410	
Sports Programs	6,332	7,670	6,347	7,820	8,520	8,520	
Youth Programs	17,182	21,800	21,281	21,470	22,900	22,900	
Op Rec Jr.	0	0	0	0	26,120	26,120	
YOUTH PROGRAMS	**129,274**	**148,490**	**132,969**	**146,740**	**187,900**	**187,900**	**39,410**
OTHER PARK & REC. ACTIVITIES							
(786)							
Doty Cabin	3,170	3,850	7,123	7,230	5,750	5,750	
Ice Rink Program	490	1,100	144	150	600	600	
Community Band	4,889	6,800	4,648	5,550	6,880	6,880	
OTHER PARK & REC. ACTIVITIES	**8,549**	**11,750**	**11,915**	**12,930**	**13,230**	**13,230**	**1,480**
RIVERSIDE PLAYERS							
(787)							
Production	17,700	30,850	27,601	28,000	30,630	30,630	
RIVERSIDE PLAYERS	**17,700**	**30,850**	**27,601**	**28,000**	**30,630**	**30,630**	**(220)**
PARKS							
(788)							
Parks Operations	878,221	920,890	601,596	893,500	910,400	910,400	
Reimburseable Overtime	(542)	0	(71)	(80)	0	0	
Volunteers In Parks	226	750	16	750	750	750	
City Sculpture Maint	7,990	4,470	3,403	6,960	5,690	5,690	
Riverwalk	38,091	45,490	24,197	49,700	48,110	48,110	
Vandalism	9,241	4,210	4,041	5,350	4,430	4,430	
Boat Launching Repair	1,557	1,750	1,316	1,400	1,750	1,750	
Arrowhead Park	824	13,700	6,677	14,380	16,380	16,380	
PARKS	**935,608**	**991,260**	**641,175**	**971,960**	**987,510**	**987,510**	**(3,750)**
REGULAR PROGRAMS	**2,106,469**	**2,250,880**	**1,676,176**	**2,239,510**	**2,360,040**	**2,360,040**	**109,160**
					Percent Budget Change		**4.85%**

CITY OF NEENAH
OPERATING BUDGET
***** INDEPENDENT PROGRAMS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
INDEPENDENT PROGRAMS								
MUNICIPAL POOL (8405-784)								
0103	Temporary Wages	143,001	168,300	161,799	161,800	185,800	185,800	
0104	Overtime Wages	13,658	6,000	15,603	15,610	14,000	14,000	
0111	Fringes	6,164	7,350	7,459	7,460	7,410	7,410	
0115	Schools/Seminars/Training	1,830	1,500	1,978	1,980	1,800	1,800	
0117	Clothing Allowance	2,891	3,000	4,025	4,030	3,820	3,820	
0211	Maint of Fixed Equipment	12,898	6,000	7,624	7,630	6,000	6,000	
0214	Maint of Buildings	151	2,000	778	780	2,000	2,000	
0216	Maint of Operating Equip	98	2,000	0	2,000	2,000	2,000	
0221	Telephone	0	0	70	70	0	0	
0222	Electricity	12,073	12,390	12,803	12,810	13,630	13,630	
0223	Natural Gas	5,949	6,750	6,405	6,750	7,430	7,430	
0224	Water & Sewer	10,034	9,840	3,305	9,840	10,820	10,820	
0225	Commercial Dumpster	0	560	0	560	560	560	
0226	Storm Water	5,418	5,580	2,709	5,580	6,140	6,140	
0236	Outside Services	16,370	13,500	17,028	17,030	17,500	17,500	
0237	Pest Control	973	830	682	690	800	800	
0242	Permits	577	580	577	580	580	580	
0301	Office Supplies	10	100	36	40	100	100	
0306	Cleaning/Janitor Supplies	1,158	1,500	889	890	1,500	1,500	
0311	Fixed Equip Maint Supply	686	850	288	290	850	850	
0314	Building Maintenance	1,512	1,000	176	180	1,000	1,000	
0315	Land Maintenance	129	500	236	240	500	500	
0316	Equip. Maint. Supplies	178	1,000	179	180	1,000	1,000	
0319	Safety Supplies	379	1,000	1,113	1,120	1,000	1,000	
0320	Small Tools	207	100	83	90	100	100	
0333	All Other Supplies	2,521	3,200	4,068	4,070	3,200	3,200	
0336	Concession Supplies	27,247	25,000	28,151	28,160	27,000	27,000	
0344	Small Equipment	23	200	0	0	200	200	
0347	Small Computer Hardware	0	1,200	66	1,200	1,200	1,200	
	MUNICIPAL POOL	**266,135**	**281,830**	**278,130**	**291,660**	**317,940**	**317,940**	**36,110**

CITY OF NEENAH
OPERATING BUDGET
***** REVENUE DETAIL - PARK & RECREATION *****
FOR FISCAL YEAR 2023

ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
REGULAR PROGRAMS							
GENERAL RECEIPTS							
Sun Shine Program	628	350	536	540	500	500	
Work Permits	1,320	1,000	1,890	1,840	1,500	1,500	
Work Permit State Payment	(1,808)	(1,100)	(1,538)	(1,540)	(1,600)	(1,600)	
Miscellaneous	0	0	550	550	300	300	
Sales Tax Collections	(13,531)	(14,500)	(12,343)	(14,000)	(14,500)	(14,500)	
Sales Tax	83	80	81	90	90	90	
GENERAL RECEIPTS	**(13,308)**	**(14,170)**	**(10,824)**	**(12,520)**	**(13,710)**	**(13,710)**	**460**
ADULT PROGRAM REVENUE							
Open Gym	399	400	108	400	400	400	
Volleyball-Summr Team Fee	0	720	0	0	1,200	1,200	
Tennis Instruction	3,853	800	1,200	1,200	1,000	1,000	
Pickleball	270	1,500	5,139	5,140	4,500	4,500	
ADULT PROGRAM REVENUE	**4,522**	**3,420**	**6,447**	**6,740**	**7,100**	**7,100**	**3,680**
CONTRACTED PROGRAM REVENUE							
Special Events	603	0	1,353	1,360	0	0	
Fitness	5,133	10,000	6,368	10,020	14,700	14,700	
Sports Clinics	680	21,850	14,388	14,470	14,470	14,470	
Contracted Youth Programs	39,352	25,300	34,651	34,660	30,000	30,000	
CONTRACTED PROGRAM REVENU	**45,768**	**57,150**	**56,760**	**60,510**	**59,170**	**59,170**	**2,020**
POOL & REC BLDG REVENUE							
Special Events	821	700	250	250	1,200	1,200	
Taxable Concessions	49,340	45,000	50,122	50,130	52,000	52,000	
Pool-Daily Receipts	57,748	60,000	61,189	61,190	60,000	60,000	
Pool-Season Pass Receipts	55,473	55,000	48,489	48,550	70,000	70,000	
Swim Lessons Receipts	41,632	50,000	44,224	44,230	66,700	66,700	
Locker Rental	76	150	152	160	150	150	
Over/Short	(66)	0	141	150	0	0	
POOL & REC BLDG REVENUE	**205,024**	**210,850**	**204,567**	**204,660**	**250,050**	**250,050**	**39,200**
YOUTH PROGRAM REVENUE							
Archery	2,098	1,800	2,288	2,290	2,250	2,250	
Crafts	96	0	506	510	0	0	
Operation Recreation	105,977	107,000	118,681	118,720	120,000	120,000	
Adventure	6,263	6,000	6,855	6,860	7,500	7,500	
Filthy Fun Kids Run	5,188	6,670	5,080	5,080	6,000	6,000	
Park Kart Mobile Recreati	0	0	500	500	0	0	
Special Events	15,567	7,730	14,695	14,700	9,000	9,000	
Tennis	10,744	11,000	11,312	13,940	14,000	14,000	
Tennis-Accelerated	1,978	1,700	630	630	800	800	
Tot Lot	2,370	2,400	2,901	2,910	3,030	3,030	
TOT Sports	3,000	3,050	3,150	3,150	3,300	3,300	
Children's Playtime	15,037	14,000	14,056	14,060	13,000	13,000	
Start Smart	837	600	687	800	800	800	
Sport Explorers	2,655	2,800	1,980	1,980	2,000	2,000	
Op Rec Jr.	0	0	0	0	35,000	35,000	
YOUTH PROGRAM REV.	**171,810**	**164,750**	**183,321**	**186,130**	**216,680**	**216,680**	**51,930**

CITY OF NEENAH
OPERATING BUDGET
***** REVENUE DETAIL - PARK & RECREATION *****
FOR FISCAL YEAR 2023

ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
OTHER PARK & REC. REVENUE							
Doty Cabin	25	300	557	560	350	350	
Ice-Rink Taxable Concess	0	150	14	20	150	150	
Community Band	0	1,000	800	800	1,000	1,000	
OTHER PARK & REC. REVENUE	**25**	**1,450**	**1,371**	**1,380**	**1,500**	**1,500**	**50**
RIVERSIDE PLAYERS							
Riverside Tickets	12,065	30,000	26,135	26,170	30,000	30,000	
Other Revenues	1,200	1,500	860	860	1,500	1,500	
Taxable Concessions	1,023	2,400	2,380	2,380	2,400	2,400	
RIVERSIDE PLAYERS	**14,288**	**33,900**	**29,375**	**29,410**	**33,900**	**33,900**	**0**
PARKS REVENUE							
Facility Leases	25,841	18,000	7,185	19,000	20,000	20,000	
Facility User Fees	3,540	2,000	571	2,000	2,000	2,000	
Rentals - Green Park	1,282	620	1,485	1,490	1,000	1,000	
Rentals - Memorial Park	5,692	6,300	6,492	6,500	6,300	6,300	
Rentals - Gazebo	325	700	575	600	700	700	
Rentals - Riverside Park	3,821	4,000	4,714	4,720	4,500	4,500	
Rentals - Washington Park	5,295	7,000	11,310	11,310	7,500	7,500	
Rentals -Whiting Boathse	19,882	25,500	32,301	32,310	27,000	27,000	
Rentals - Southview Park	75	30	30	30	30	30	
Rentals -Memorial Pk Open	360	300	170	240	300	300	
Rental-Shattuck BoatStall	9,870	10,000	8,920	8,920	9,000	9,000	
Rentals - Doty Park	1,265	1,400	1,315	1,320	1,200	1,200	
Rental - Great Northern	400	300	460	460	300	300	
Rentals - Douglas Park	30	30	0	0	0	0	
Rentals-Memorial LG Room	9,741	11,000	14,745	14,750	12,000	12,000	
Rental-Memorial SM Room	1,404	1,000	580	750	750	750	
Herb & Dolly Smith Park	0	0	25	30	0	0	
Boat Launch User Fees	23,811	25,000	23,347	25,000	25,000	25,000	
Boat Wash Fees	796	1,200	990	990	800	800	
PARKS REVENUE	**113,430**	**114,380**	**115,215**	**130,420**	**118,380**	**118,380**	**4,000**
REGULAR PROGRAMS	**541,559**	**571,730**	**586,232**	**606,730**	**673,070**	**673,070**	**101,340**
					Percent Budget Change		**17.73%**

PARKS and RECREATION - Cost Recovery Report
2023 Operating Budget Proposal

		2022 Budget				2022 Estimate				2023 Proposed Budget				
	Cost Center	Expense	Revenue	Net	% Cost Recovery	Expense	Revenue	Net	% Cost Recovery	Expense	Revenue	Net	% Cost Recovery	Net Cost Change
781	**Administration**													
	Admin Staff / Office	713,780	(14,170)	727,950	-2%	715,020	(12,520)	727,540	-2%	748,970	(13,710)	762,680	-2%	34,730
	Unallocated Overhead	23,070		0	0%	24,760		24,760	0%	23,540		0	0%	0
	Capital Outlay					0	0	0						0
	Administration Total	**736,850**	**(14,170)**	**751,020**	**-2%**	**739,780**	**(12,520)**	**752,300**	**-2%**	**772,510**	**(13,710)**	**786,220**	**-2%**	**34,730**
782	**Adult Programs**													
	Open Gym	500	400	100	80%	980	400	580	41%	780	400	380	51%	280
	Volleyball - Summer	350	720	(370)	206%	0	0	0		400	1,200	(800)	300%	(430)
	Tennis	700	800	(100)	114%	1,440	1,200	240	83%	700	1,000	(300)	143%	(200)
	Pickleball	300	1,500	(1,200)	500%	1,640	5,140	(3,500)	313%	1,100	4,500	(3,400)	409%	(2,200)
	Adult Total	**1,850**	**3,420**	**(1,570)**	**185%**	**4,060**	**6,740**	**(2,680)**	**166%**	**2,980**	**7,100**	**(4,120)**	**238%**	**(2,550)**
783	**Contractual Programs**													
	Sport Clinics	19,000	21,850	(2,850)	115%	12,090	14,470	(2,380)	**120%**	12,080	14,470	(2,390)	120%	460
	Fitness	7,000	10,000	(3,000)	143%	9,090	11,380		**125%**	11,760	14,700	(2,940)	125%	
	Youth	22,000	25,300	(3,300)	115%	23,200	34,660		**149%**	23,500	30,000	(6,500)	128%	
	Contractual Total	**48,000**	**57,150**	**(9,150)**	**119%**	**44,380**	**60,510**	**(2,380)**	**136%**	**47,340**	**59,170**	**(11,830)**	**125%**	**460**
784	**Municipal Pool Total**	**281,830**	**210,850**	**70,980**	**75%**	**291,660**	**204,660**	**87,000**	**70%**	**317,940**	**250,050**	**67,890**	**79%**	**(3,090)**
785	**Youth Programs**													
	Office	2,250		2,250	0%	2,560	0	2,560	0%	2,600		2,600	0%	350
	Operation Recreation	66,040	107,000	(40,960)	162%	61,700	118,720	(57,020)	192%	74,900	120,000	(45,100)	160%	(4,140)
	Filthy Fun Kids Run	5,800	6,670	(870)	115%	4,380	5,080	(700)	116%	3,800	6,000	(2,200)	158%	(1,330)
	Park Kart	1,050	0	1,050	0%	1,170	500	670	43%	1,250	0	1,250	0%	
	Special Events	6,720	7,730	(1,010)	115%	9,370	14,700	(5,330)	157%	7,700	9,000	(1,300)	117%	(290)
	Tennis Instruction	20,150	12,700	7,450	63%	21,360	14,570	6,790	68%	22,700	14,800	7,900	65%	450
	Children's Playtime	17,010	14,000	3,010	82%	16,910	14,060	2,850	83%	17,410	13,000	4,410	75%	1,400
	Sports Programs	**7,670**	**8,250**	(580)	108%	7,820	**8,220**	(400)	105%	**8,520**	**8,350**	170	98%	
	Archery		1,800				2,290				2,250			
	Sports Explorers		2,800				1,980				2,000			
	Baseball		0				0				0			
	Soccer Instruction		0				0				0			
	Tot Sports		3,050				3,150				3,300			
	Start Smart		600				800				800			
	Youth Programs	**21,800**	**8,400**	13,400	39%	21,470	**10,280**	11,190	48%	**22,900**	**10,530**		46%	
	Adventure		6,000				6,860				7,500			
	Tot Lot		2,400				2,910				3,030			
	Crafts		0				510				0			
	Op Rec Jr.	0	0			0	0			26,120	35,000			
	Youth Total	**148,490**	**164,750**	**(16,260)**	**111%**	**146,740**	**186,130**	**(39,390)**	**127%**	**187,900**	**216,680**	**(28,780)**	**115%**	**(3,560)**

PARKS and RECREATION - Cost Recovery Report
2023 Operating Budget Proposal

		2022 Budget				2022 Estimate				2023 Proposed Budget				
	Cost Center	Expense	Revenue	Net	% Cost Recovery	Expense	Revenue	Net	% Cost Recovery	Expense	Revenue	Net	% Cost Recovery	Net Cost Change
786	**Other Act**													
	Doty Cabin	3,850	300	3,550	8%	7,230	560	6,670	8%	5,750	350	5,400	6%	1,850
	Ice Rink Program	1,100	150	950	14%	150	20	130	13%	600	150	450	25%	(500)
	Community Band	6,800	1,000	5,800	15%	5,550	800	4,750	14%	6,880	1,000	5,880	15%	80
	Other Activities Total	**11,750**	**1,450**	**10,300**	**12%**	**12,930**	**1,380**	**11,550**	**11%**	**13,230**	**1,500**	**11,730**	**11%**	**1,430**
787	**Riverside Players**	**30,850**	**33,900**	**(3,050)**	**110%**	**28,000**	**29,410**	**(1,410)**	**105%**	**30,630**	**33,900**	**(3,270)**	**111%**	**(220)**
788	**Parks**													
	Operations	920,890	88,180	832,710	10%	893,500	104,430	789,070	12%	910,400	92,580	817,820	10%	(14,890)
	Reimbursable OT	0		0	0%	(80)		(80)	0%	0		0	0%	0
	Volunteers in Parks	750		750	0%	750		750	0%	750		750	0%	0
	Sculpture Maintenance	4,470		4,470	0%	6,960		6,960	0%	5,690		5,690	0%	1,220
	Shattuck Riverwalk	45,490		45,490	0%	49,700		49,700	0%	48,110		48,110	0%	2,620
	Vandalism	4,210		4,210	0%	5,350		5,350	0%	4,430		4,430	0%	220
	Boat Wash		1,200				990				800			
	Boat Launch Repair	1,750	25,000	(23,250)	1429%	1,400	25,000	(23,600)	1786%	1,750	25,000	(23,250)	1429%	0
	Arrowhead	13,700				14,380				16,380				
	Parks Total	**991,260**	**114,380**	**876,880**	**12%**	**971,960**	**130,420**	**828,150**	**13%**	**987,510**	**118,380**	**869,130**	**12%**	**(10,830)**
	Parks & Rec Total	**$2,250,880**	**$571,730**	**$1,679,150**	**25%**	**$2,239,510**	**$606,730**	**$1,633,140**	**27%**	**$2,360,040**	**$673,070**	**$1,686,970**	**29%**	**$7,820**
	Forestry													
	Parks	65,830		65,830	0%	66,760	0	66,760	0%	67,410		67,410	0%	1,580
	Invasive Control	15,550		15,550	0%	17,930	0	17,930	0%	16,350		16,350	0%	800
	Forestry Total	**$81,380**	**$0**	**$81,380**	**0%**	**$84,690**	**$0**	**$84,690**	**0%**	**$83,760**	**$0**	**$83,760**	**0%**	**$2,380**
	Community Fest	**$50,220**	**$17,500**	**$32,720**	**35%**	**$51,900**	**$16,320**	**$35,580**	**31%**	**$50,440**	**$17,000**	**$33,440**	**34%**	**$720**
	Harbor	**$10,890**	**$0**	**$10,890**	**0%**	**$10,080**	**$0**	**$10,080**	**0%**	**$11,160**	**$0**	**$11,160**	**0%**	**$270**
	Cemetery	**$284,870**	**$155,770**	**$129,100**	**55%**	**$298,500**	**$175,320**	**$123,180**	**59%**	**$303,650**	**$164,000**	**$139,650**	**54%**	**$10,550**
	GRAND TOTAL	**$427,360**	**$173,270**	**$254,090**	**41%**	**$445,170**	**$191,640**	**$253,530**	**43%**	**$449,010**	**$181,000**	**$268,010**	**40%**	**$13,920**

	Parks & Recreation	Expenditures	Revenues	Net	
	Amount Change	$109,160	$101,340	$7,820	
	Percent Change	4.85%	17.73%	0.47%	Proposed Levy Support

2022 - Recreation				2023 - Recreation			
Expenditures	Revenues			Expenditures	Revenues		
480,170	436,170	44,000	91%	556,160	533,000	23,160	96%

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Parks and Recreation/Public Works	**Budget:** Celebrations and Commemorations
Program: Culture and Recreation	**Submitted by:** M. Kading/G. Kaiser

Goals/Responsibilities:
CommunityFest - Provide citizens of Neenah a safe and enjoyable Independence Day festival

Others - Assist in carrying out other special events partially sponsored by the City. Civic activities benefit residents through participation in and the development of events contributing to local "quality of life."

Activities:
CommunityFest

Others
Provide support for the following events:

- Memorial Day
- Flags/Banners
- United Way
- Labor Day
- Veterans Day
- Christmas Lights
- Homecoming Parade
- Shattuck Concert Series
- Soccer Tournaments
- Sidewalk Sales
- Blood Drives
- Fundraising Walks
- Block Parties

2022 Accomplishments:
CommunityFest – Rain hampered the attendance mid-day.

Others

- Sponsored Shattuck Concert Series in partnership with Future Neenah, Inc.
- Participated in a cooperative effort with community special events.

2023 Goals:
CommunityFest

- Continue to manage event primarily with volunteer labor; provide opportunities for City Council and commission members to assist

Others

- Continue to support community events that improve quality of life

Major Increases (Decreases) in 2023 Budget Request: None.

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
CELEBRATIONS / COMMEMORATIONS								
4TH OF JULY/COMMUNITYFEST (9401-802)								
0101	Salaries	0	1,000	0	1,000	1,000	1,000	
0102	Full Time Hourly Wages	555	2,660	2,249	2,660	2,660	2,660	
0103	Temporary Wages	1,132	1,500	1,600	1,600	1,500	1,500	
0104	Overtime Wages	3,220	550	284	300	300	300	
0110	Health Insurance	1,667	850	1,466	1,530	1,120	1,120	
0111	Fringes	779	1,110	803	1,060	1,110	1,110	
	Personal Services	**7,353**	**7,670**	**6,402**	**8,150**	**7,690**	**7,690**	**20**
0236	Outside Services	33,054	34,000	33,000	34,000	35,000	35,000	
0252	Rental of Equipment	5,654	4,300	4,573	6,500	4,000	4,000	
	Contractual Services	**38,708**	**38,300**	**37,573**	**40,500**	**39,000**	**39,000**	**700**
0333	All Other Supplies	435	250	64	250	250	250	
	Supplies & Materials	**435**	**250**	**64**	**250**	**250**	**250**	**0**
8133	All Other Equipment	660	4,000	0	3,000	3,500	3,500	
	Capital Outlay	**660**	**4,000**	**0**	**3,000**	**3,500**	**3,500**	**(500)**
	4TH OF JULY/COMMUNITYFEST	**47,156**	**50,220**	**44,039**	**51,900**	**50,440**	**50,440**	**220**
OTHER CELE./COMMEMORATIONS (9403-802)								
0102	Full Time Hourly Wages	8,365	8,210	3,959	7,500	8,000	8,000	
0104	Overtime Wages	762	600	1,023	1,800	1,800	1,800	
0110	Health Insurance	3,100	2,750	2,055	2,750	2,880	2,880	
0111	Fringes	1,825	1,880	1,063	1,980	1,950	1,950	
0118	License Renewal	331	340	352	360	360	360	
	Personal Services	**14,383**	**13,780**	**8,452**	**14,390**	**14,990**	**14,990**	**1,210**
0236	Outside Services	7,534	7,500	7,300	7,300	7,300	7,300	
0252	Rental of Equipment	0	1,000	0	500	1,000	1,000	
	Contractual Services	**7,534**	**8,500**	**7,300**	**7,800**	**8,300**	**8,300**	**(200)**
0320	Small Tools	12	50	0	50	50	50	
0333	All Other Supplies	1,233	1,000	40	1,000	1,000	1,000	
	Supplies & Materials	**1,245**	**1,050**	**40**	**1,050**	**1,050**	**1,050**	**0**
	OTHER CELE./COMMEMORATIONS	**23,162**	**23,330**	**15,792**	**23,240**	**24,340**	**24,340**	**1,010**
150TH CELEBRATION (9404-802)								
0236	Outside Services	0	0	0	0	10,000	10,000	
	Contractual Services	**0**	**0**	**0**	**0**	**10,000**	**10,000**	**10,000**
	OTHER CELE./COMMEMORATIONS	**0**	**0**	**0**	**0**	**10,000**	**10,000**	**10,000**
CELEBRATIONS/COMMEMORATIONS		**70,318**	**73,550**	**59,831**	**75,140**	**84,780**	**84,780**	**11,230**
							Percent Budget Change	**15.27%**

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OAK HILL CEMETERY

Department Head

Michael Kading

Major Activities

The Department provides for the planning, maintenance and physical operation of the Municipal Cemetery. It manages and maintains 73 acres of land and 4 buildings. Coordinates the work and labor associated with burials, which total approximately 130 per year.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$272,372	$284,870	$303,650	6.59%	$303,650	6.59%
No. of Employees (FTE)	2	2	2	0.00%	2	0.00%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Cemetery
Mayor's Comments:
No changes recommended.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Parks and Recreation/Finance	**Budget:** Cemetery
Program: Miscellaneous	**Submitted by:** M. Kading

Goals/Responsibilities:
Provide for the planning, maintenance and physical operation of the Municipal Cemetery to assure the citizens of Neenah that this important community resource will be attractive, adequate and operated in an efficient manner

Activities:
- Plan for development of cemetery land
- Maintain the grounds and physical facilities
- Coordinate the work and labor associated with burials
- Provide public information regarding cemetery policies and the location and availability of lots
- Provide information and recommendations to the Public Services and Safety Committee regarding cemetery matters
- Update and maintain cemetery records

2022 Accomplishments:
- Implement new fee schedule
- Continue to explore new methods of improving cost recovery
- Look at investment strategies using the Perpetual Care Fund to take the cemetery off the tax roles

2023 Goals:
- Research Historical restoration of and use of the cemetery chapel
- Continue to explore new methods of improving cost recovery

Major Increases (Decreases) in 2023 Budget Request:
Capital Improvement Plan -

Cemetery Statistics	**2017**	**2018**	**2019**	**2020**	**2021**	**2022 YTD***
Graves Sold	51	69	72	77	157	24
Lot Sales	$29,953	$43,720	$25,883	$44,340	$99,315**	$28,865
Burials – Regular	35	39	45	33	34	23
Burials – Cremation	54	51	42	47	62	28
Catholic Cemetery Services						
Burials – Regular	32	31	13	27	24	20
Fees	$21,500	$22,375	$9,250	$18,600	$16,150	$18,810

**As of July 2022*
***Includes a purchase of 24 lots by one family's revocable trust ($21,000)*

Lot sales go into the general fund to offset the levy.

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
OAK HILL CEMETERY								
CEMETERY OPERATIONS (9703-841)								
0101	Salaries	7,603	8,000	6,194	8,000	8,000	8,000	
0102	Full Time Hourly Wages	115,412	119,210	87,295	119,390	120,280	120,280	
0103	Temporary Wages	29,175	32,000	30,212	36,700	40,450	40,450	
0104	Overtime Wages	5,304	3,500	4,507	5,000	4,000	4,000	
0110	Health Insurance	36,670	38,770	29,070	38,770	39,250	39,250	
0111	Fringes	27,204	27,940	22,015	29,040	28,440	28,440	
0115	Schools/Seminars/Training	200	300	0	300	300	300	
0117	Clothing Allowance	975	1,000	1,011	1,020	1,000	1,000	
0124	Meal Allowance	0	10	0	10	10	10	
0127	DOT Emp Notification Prog	0	10	0	10	10	10	
	Personal Services	**222,543**	**230,740**	**180,304**	**238,240**	**241,740**	**241,740**	**11,000**
0206	Advertising & Publication	0	120	0	120	120	120	
0207	Dues & Memberships	0	270	0	270	270	270	
0213	Maint of Motor Vehicles	0	200	0	200	200	200	
0214	Maintenance of Buildings	1,233	300	151	300	300	300	
0216	Maint of Operating Equip	3,621	300	0	300	300	300	
0218	Maint of Software	0	2,900	450	2,900	2,900	2,900	
0221	Telephone	359	360	240	360	360	360	
0222	Electricity	3,009	3,450	1,982	3,400	3,450	3,450	
0223	Natural Gas	616	620	546	650	650	650	
0224	Water & Sewer	508	590	245	590	590	590	
0225	Commercial Dumpster	748	750	374	750	750	750	
0226	Storm Water	5,628	5,630	2,814	5,630	5,630	5,630	
0227	Cellular Telephone	658	1,400	490	980	1,000	1,000	
0234	Credit Card Payment Fees	106	0	41	100	100	100	
0236	Outside Services	34	100	0	100	100	100	
0237	Pest Control	0	200	0	200	200	200	
0241	Tree Planting & Landscape	1,000	1,500	1,482	1,500	1,500	1,500	
0252	Rental of Equipment	0	150	0	150	150	150	
0255	IS Service / Internal	9,580	5,140	3,855	5,140	11,800	11,800	
0258	GIS Services/Internal	0	4,990	3,742	4,990	5,510	5,510	
0293	Maint of Motor Veh/Fleet	2,048	660	0	660	660	660	
0296	Maint of Oper Eq/Fleet	5,212	7,200	9,251	9,500	7,500	7,500	
	Contractual Services	**34,360**	**36,830**	**25,663**	**38,790**	**44,040**	**44,040**	**7,210**
0301	Office Supplies	262	50	171	180	50	50	
0303	Computer Operation Supply	281	300	0	300	300	300	
0306	Cleaning/Janitor Supplies	956	900	937	940	900	900	
0310	Gasoline & Oil	7,145	6,550	7,864	7,870	7,120	7,120	
0313	Motor Vehicle Maint Suppl	0	200	0	200	200	200	
0314	Building Maint Supplies	168	700	1,209	1,210	700	700	
0315	Land Maint Supplies	673	2,000	1,313	2,000	2,000	2,000	
0316	Equipment Maint Supplies	1,343	3,000	3,664	3,670	3,000	3,000	
0319	Safety Supplies	442	500	459	500	500	500	
0320	Small Tools	198	500	202	500	500	500	
0333	All Other Supplies	0	100	0	100	100	100	
0344	Small Equipment	0	800	0	800	800	800	
0345	Shop Supplies	877	700	570	700	700	700	
0376	Marker/Monument Foundtion	3,124	1,000	1,706	2,500	1,000	1,000	
	Supplies & Materials	**15,469**	**17,300**	**18,095**	**21,470**	**17,870**	**17,870**	**570**
	CEMETERY OPERATIONS	**272,372**	**284,870**	**224,062**	**298,500**	**303,650**	**303,650**	**18,780**
	TOTAL EXPENDITURES	**272,372**	**284,870**	**224,062**	**298,500**	**303,650**	**303,650**	**18,780**
							Percent Budget Change	**6.59%**
	TOTAL REVENUES	**206,101**	**155,770**	**135,663**	**175,320**	**164,000**	**164,000**	**8,230**
							Percent Budget Change	**5.28%**
	NET EFFECT ON LEVY	**66,271**	**129,100**	**88,399**	**123,180**	**139,650**	**139,650**	**10,550**
							Percent Budget Change	**8.17%**

CITY OF NEENAH REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES	**Department/Office:** Parks and Recreation	**Budget:** Cemetery Operations
	Program: Miscellaneous	**Submitted by:** Michael Kading

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved Budget for 2022	Current Estimate for 2022	Requested For 2023
POSITION TITLE	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.			
FULL TIME							
Cemetery Foreman	Grade I	1.00	Grade I	1.00	$66,280	$66,370	$66,860
					52,930	53,020	53,420
Cemetery Technician	Grade E	1.00	Grade E	1.00			
Subtotal		2.00		2.00	$119,210	$119,390	$120,280
OTHER COMPENSATION							
Accrued Wages	-		-		0	0	0
Overtime (40 Hours)	-		-		3,500	5,000	4,000
(Reimbursable)							
TEMPORARY	12.00-15.50/hr.		12.00-18.00/hr.		32,000	36,700	40,450
TOTAL	XXX	2.00	XXX	2.00	$154,710	$161,090	$164,730

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FORESTRY

Department Head

Gerry Kaiser/Michael Kading

Major Activities

The Department plants, prunes and cares for the 17,000 park trees and 3,600 street trees. It guards all trees and shrubs in both public and private areas within the City against the spread of disease, insects or pests.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$265,809	$298,200	$310,380	4.08%	$310,380	4.08%
# of Employees (FTE)		Included in Public Works and Parks & Recreation sections.				

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Forestry

No changes recommended

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Parks and Recreation/Public Works	**Budget:** City-Wide Forestry Program
Program: Forestry	**Submitted by:** T. Fink/G. Kaiser

Goals/Responsibilities:
It is the planned policy of the City to regulate and control the planting, transplanting, removal, maintenance and protection of trees and shrubs in or upon all public and terrace areas of the City in order to eliminate and guard against dangerous conditions which may result in injury to persons using the streets, sidewalks or other public areas; to promote and enhance the beauty and general welfare of the City; to prevent damage to any public sewer or water main, street, sidewalk or other public property; to prohibit the undesirable and unsafe planting, removal, treatment and maintenance of trees and shrubs within public areas; and, to guard all trees and shrubs in both public and private areas within the City against the spread of disease, insects or pests.

This program is under the joint management of the Public Works and Parks and Recreation Departments.

Activities:
- Establish and keep current a city tree plan regarding assessment, preservation, pruning, planting, replanting, removal and disposal of trees and brush from all parks and public right-of-ways or other areas where they interfere with City property.
- Establish and publicize pruning standards for trees in both private and public areas.
- Remove debris after storms.
- Maintain clearance over streets and sidewalks.
- Proactively manage all threats to the urban forest.

2022 Accomplishments:
- Planted 175 trees in cemetery, parks, terraces and other public property throughout the City.
- Planted 17 memorial trees in parks and cemetery through the Trees for the Living Program.
- Continued managing construction and tree conflicts with increased effort with preserving trees in construction areas rather than removing them.
- Pruned over 2,500 public trees throughout the city.
- Continued Emerald Ash Borer (EAB) Management plan.
- Continued monitoring for and educating on invasive species.
- Continued to update tree inventory on the Tree Plotter platform in cooperation with the WDNR.
- Chipped brush to reduce landfill fees. Supplied wood chips free to the public. Sold compost made from leaves and wood mulch from brush grinding. Continued to sell ash logs to wood processor.
- Awarded Tree City USA for the 38th year.
- Held Annual Arbor Day Celebration on April 29th at Washington Park.

2023 Goals/Plans:
- Continue executing EAB Management Plan with continued emphasis on replanting each ash tree that is removed.
- Continue educating and working with residents about the EAB problem.
- Continue proactively managing the urban forest using Best Management Practices.
- Continue updating and managing tree inventory.
- Continue managing invasive species.
- Coordinate annual Arbor Day Celebration in combination with Neenah's sesquicentennial celebration.
- Coordinate and manage with the Arbor Day Foundation and an undisclosed Neenah company on a spring tree planting event.

Major Increases (Decreases) in 2023 Budget Request: None

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
CITY-WIDE FORESTRY PROGRAM								
PUBLIC RIGHT-OF-WAY (8902-735)								
0101	Salaries	7,751	8,000	7,832	8,000	8,000	8,000	
0102	Full Time Hourly Wages	92,444	102,380	105,148	105,150	105,000	105,000	
0104	Overtime Wages	1,471	700	2,734	2,740	1,000	1,000	
0110	Health Insurance	33,587	35,380	41,042	41,050	35,840	35,840	
0111	Fringes	20,525	22,380	23,314	23,320	22,960	22,960	
0115	Schools/Seminars/Training	295	750	130	500	750	750	
0124	Meal Allowance	20	0	32	40	20	20	
	Personal Services	**156,093**	**169,590**	**180,232**	**180,800**	**173,570**	**173,570**	**3,980**
0213	Maint of Motor Vehicles	875	1,200	980	1,000	1,000	1,000	
0236	Outside Services	75	500	0	500	500	500	
0241	Tree Planting & Landscape	12,000	12,000	12,074	12,080	12,000	12,000	
0293	Maint of Motor Veh/Fleet	14,994	14,300	11,173	14,300	14,300	14,300	
0294	Oil and Fluids/Fleet	785	990	650	900	900	900	
0296	Maint of Oper Eq/Fleet	5,419	5,500	2,636	4,000	5,500	5,500	
	Contractual Services	**34,148**	**34,490**	**27,513**	**32,780**	**34,200**	**34,200**	**(290)**
0310	Gasoline & Oil	10,747	8,840	13,211	13,500	15,000	15,000	
0316	Equipment Maint Supplies	18	500	411	500	500	500	
0319	Safety Supplies	410	800	65	400	750	750	
0320	Small Tools	0	400	284	400	400	400	
0333	All Other Supplies	384	1,000	0	800	1,000	1,000	
0339	Tires & Tire Maintenance	585	1,000	75	1,000	1,000	1,000	
0344	Small Equipment	518	200	167	200	200	200	
	Supplies & Materials	**12,662**	**12,740**	**14,213**	**16,800**	**18,850**	**18,850**	**6,110**
	PUBLIC RIGHT-OF-WAY	**202,903**	**216,820**	**221,958**	**230,380**	**226,620**	**226,620**	**9,800**
							Percent Budget Change	**4.52%**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PARKS (8903-788)								
0101	Salaries	3,579	4,300	3,062	4,300	4,300	4,300	
0102	Full Time Hourly Wages	28,633	35,000	26,169	35,000	35,000	35,000	
0103	Temporary Wages	764	1,000	1,522	1,600	1,500	1,500	
0104	Overtime Wages	0	150	0	150	150	150	
0110	Health Insurance	10,708	11,520	10,908	11,520	13,230	13,230	
0111	Fringes	6,187	7,540	5,732	7,650	6,890	6,890	
0115	Schools/Seminars/Training	215	250	162	250	250	250	
0118	License Renewal	0	100	0	120	120	120	
	Personal Services	**50,086**	**59,860**	**47,555**	**60,590**	**61,440**	**61,440**	**1,580**
0204	Conference & Meetings	130	400	385	400	400	400	
0207	Dues and Memberships	360	360	360	360	360	360	
0216	Maint of Operating Equip	0	100	0	100	100	100	
0236	Outside Services	0	100	135	140	100	100	
0241	Tree Planting & Landscape	3000	3500	3,500	3,500	3,500	3,500	
	Contractual Services	**3,490**	**4,460**	**4,380**	**4,500**	**4,460**	**4,460**	**0**
0308	Books & Periodicals	70	100	0	100	100	100	
0316	Equipment Maint. Supplies	0	200	89	200	200	200	
0319	Safety Supplies	0	200	224	230	200	200	
0320	Small Tools	318	400	525	530	400	400	
0333	All Other Supplies	0	110	0	110	110	110	
0344	Small Equipment	2,224	500	234	500	500	500	
	Supplies & Materials	**2,612**	**1,510**	**1,072**	**1,670**	**1,510**	**1,510**	**0**
	PARKS	**56,188**	**65,830**	**53,007**	**66,760**	**67,410**	**67,410**	**1,580**
							Percent Budget Change	**2.40%**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
INVASIVE SPECIES CONTROL (8904-788)								
0101	Salaries	1,665	1,000	1,675	1,680	1,000	1,000	
0102	Full Time Hourly Wages	0	5,000	534	5,000	5,000	5,000	
0103	Temporary Wages	1,630	1,000	2,091	2,100	1,500	1,500	
0110	Health Insurance	1,119	1,640	1,238	1,640	1,980	1,980	
0111	Fringes	706	1,310	805	1,520	1,270	1,270	
	Personal Services	**5,120**	**9,950**	**6,343**	**11,940**	**10,750**	**10,750**	**800**
0206	Advertising & Publication	0	100	0	100	100	100	
0236	Outside Services	0	100	482	490	100	100	
	Contractual Services	**0**	**200**	**482**	**590**	**200**	**200**	**0**
0333	All Other Supplies	1,598	5,400	1,200	5,400	5,400	5,400	
	Supplies & Materials	**1,598**	**5,400**	**1,200**	**5,400**	**5,400**	**5,400**	**0**
	INVASIVE SPECIES CONTROL	**6,718**	**15,550**	**8,025**	**17,930**	**16,350**	**16,350**	**800**
							Percent Budget Change	**5.14%**
	TOTAL CITY WIDE FORESTRY	**265,809**	**298,200**	**282,990**	**315,070**	**310,380**	**310,380**	**12,180**
							Percent Budget Change	**4.08%**

TAX REFUNDS/SPECIAL RESERVES AND ESCROWS

Department Head

Michael K. Easker

Major Activities

This budget section accounts for certain reserves and contingency costs, as well as other costs anticipated to affect city-wide operations. This includes annual wage and fringe benefit costs and emergency contingencies not already included in departmental budgets as well as adjustments to line items that affect multiple city departmental budgets.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$0	$10,000	$511,700	n/a	$63,090	n/a
No. of Employees (FTE)	n/a	n/a	n/a	n/a	n/a	n/a

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Special Reserves & Escrow

This area of the budget is used to identify budget adjustments that affect multiple departments across various budget line items. My recommended changes to those various line items are as follows:

1). Health Insurance ($250,000)

The City and its benefits broker have negotiated a negligible increase of 0.59% in 2023 health insurance premiums, vs. a previously projected 9.9% increase.

2). Retirements ($50,000)

Wage and fringe benefit impact of planned 2023 retirements.

3). Internal I/S Services ($162,540)

Reductions to the I/S expenditure budget decrease the transfers needed from departments. Reductions include elimination of funding for the requested Help Desk Support Technician ($71,310), health insurance ($11,230), and the portion of the I/S service fee that accounts for CIP costs ($80,000).

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Finance	**Budget:** Tax Refunds Reserve/ Special Reserves and Escrows
Program: Miscellaneous	**Submitted by:** Lindsay Kehl/Andy Kahl

TAX REFUNDS RESERVE

This budget is set up to provide a funded reserve for returning taxpayer overpayments resulting from:

a) Board of Review decisions on property valuations.
b) Litigation settlements on property valuations.
c) Other major adjustments.
d) Assessment corrections.

The 2023 request is $10,000, the same amount as 2022. The City has experienced a stabilization of refunds for corrections and claims on recent tax rolls. The amount will be transferred to a clearing account from which all tax refunds are issued. Pending additional 2022 claims, that clearing account currently has a negative balance of approximately $5,000.

SPECIAL RESERVES AND ESCROWS

This cost center is designed to absorb the charges which are contingent upon events anticipated to occur in the coming year but for which sufficient data is not yet available to prepare a detailed budgetary plan.

	Requested
Salaries/Wages – Non Represented Employees	$181,360
Fringe Benefits – Non Represented Employees	34,270
Total	$215,630
Salaries/Wages - Mid-Point Adjustment (Non-Rep Employees only)	$20,000
Fringe Benefits – Mid-Point Adjustment (Non-Rep Employees only)	5,000
Total	$25,000
Salaries/Wages – Retirements	($42,500)
Fringe Benefits – Retirements	(7,500)
Total	($50,000)

Major Increases (Decreases) in 2023 Budget Request:
January 1: 2022 adopted increase – 2%. 2023 requested increase – 3.5% = Requested increase – Additional 1.5%
July 1: 2022 adopted increase – 1.25%. 2023 requested increase – 0% = Requested increase – Decrease of 1.25%

Wages/Fringes/Health provides an amount for 2023 wage and fringe benefit adjustments. The requested increases are the result of the current labor market and recommendations from the 2022 Salary Plan Study. The full impact of existing contractual wage increases for Police and Fire/Rescue unionized employees are included in their departmental operating budget.

Included above is $215,630 for a wage/fringe increase of 3.5% on January 1, 2023 for non-represented employees funded by the City's General Fund. The January increase is applied across the board to all eligible non-represented employees. Due to the recommendations of the City's salary plan review in 2022, this across the board adjustment is higher than in previous years to provide the City with the best opportunity to compete in an extremely competitive labor market. July merit increases would be postponed for 2023 in order to financially maximize the January 1 increases; however, a review of employee performance will still occur.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Finance	**Budget:** Tax Refunds Reserve/ Special Reserves and Escrows
Program: Miscellaneous	**Submitted by:** Lindsay Kehl/Andy Kahl

The above amount of $25,000 represents the additional cost associated with providing all current non-represented employees that are below the mid-point of their pay grade an adjustment to move their salary closer to the grade mid-point. The wage amount of $20,000 assumes increases effective October 1, 2023, and is double the amount adopted in the 2022 budget. If adopted, the full annualized impact of the mid-point increases would be $80,000, or the equivalent of a 2% (on average) increase for those employees. These adjustments would vary by employee dependent upon their time in position in accordance with the City's Salary Plan policy. The increase in requested funds for the mid-point increases is to properly implement the salary plan after review in 2022 and assist those employees who are currently, or have fallen below, the mid-point.

Annually, the Director of Human Resources, in consultation with the Mayor and Director of Finance, review the pay structure and recommend an adjustment to the salary plan based upon market conditions, the cost of living, and any third-party recommendations or sources, as deemed appropriate. In 2023, this will be applied in the form of a brand new plan resulting from the salary plan study and previously reviewed by Council.

The 2023 budget also includes a total of $50,000 in wage and fringe benefit reductions for savings from planned employee retirements.

TRANSFERS OUT

In 2018, Neenah began transferring $10,000 each year to reduce its share of the Joint Municipal Court deficit. At the end of 2023, Neenah will have contributed $60,000 total toward reducing its share of the deficit. As of December 31, 2021, the total deficit of the Joint Municipal Court was $373,726, of which Neenah is responsible for $230,425.

INTERFUND TRANSFERS

Department Head

Michael Easker/Andy Kahl

Major Activities

This budget section accounts for interfund transfers from the General Fund to support other city funds.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$10,000	$10,000	$10,000	n/a	$10,000	n/a
No. of Employees (FTE)	n/a	n/a	n/a	n/a	n/a	n/a

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Interfund Transfers

Menasha-Neenah Joint Municipal Court

Mayor's Comments:

No changes recommended.

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CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
TAX REFUNDS (2605-721)								
0236	Misc Expenditures	10,000	10,000	7,500	10,000	10,000	10,000	**0**
	Contractual Services	**10,000**	**10,000**	**7,500**	**10,000**	**10,000**	**10,000**	**0**
	TAX REFUNDS	**10,000**	**10,000**	**7,500**	**10,000**	**10,000**	**10,000**	**0**
							Percent Budget Change	**0.00%**
SPECIAL RESERVES & ESCROWS (2603-721)								
0101	Salaries	0	0	0	0	181,360	181,360	
0110	Health Insurance	0	0	0	0	236,070	0	
0111	Fringes	0	0	0	0	34,270	34,270	
0130	Police Wages	0	0	0	0	0	0	
0131	Police Fringes	0	0	0	0	0	0	
0140	Midpoint/Other Adj Wages	0	0	0	0	20,000	20,000	
0141	Midpoint/Other Adj Fringes	0	0	0	0	5,000	5,000	
0160	Retirements-Wages	0	0	0	0	20,000	20,000	
0161	Retirements-Fringes	0	0	0	0	5,000	5,000	
0170	Vol. Furlough-Wages	0	0	0	0	0	(42,500)	
0171	Vol. Furlough-Fringes	0	0	0	0	0	(7,500)	
	Personal Services	**0**	**0**	**0**	**0**	**501,700**	**215,630**	**215,630**
	SPECIAL RESERVES & ESCROWS	**0**	**0**	**0**	**0**	**501,700**	**215,630**	**215,630**
MAYOR'S EXECUTIVE ADJUSTMENTS (2606-721)								
0255	Internal I/S Service	0	0	0	0	0	(162,540)	
	Supplies & Materials	**0**	**0**	**0**	**0**	**0**	**(162,540)**	**(162,540)**
	MAYOR'S EXECUTIVE ADJUSTMENT	**0**	**0**	**0**	**0**	**0**	**(162,540)**	**(162,540)**
TRANSFERS OUT (9988-999)								
0999	Joint Court-Neenah Share	10,000	10,000	10,000	10,000	10,000	10,000	
	Transfers Out	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**0**
	TRANSFER TO JOINT COURT	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**10,000**	**0**

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	All TIF's
Program:	**Submitted by:**
Special Revenue Funds	Michael Easker/Chris Haese

The Tax Incremental Financing (TIF) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest).

All TIF Districts
2023 Proposed Budget

Description: This budget is a summary of all Tax Incremental Financing District Special Revenue Funds as described above.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
All TIF Funds				
Fund Balance (Deficit), January 1	($7,901,887)	($6,901,411)	($6,901,411)	($6,260,980)
Revenues				
Property Tax Increment	$5,708,416	$5,286,890	$5,227,669	$5,368,274
Computer Exemption/PP Tax Aid	656,731	568,613	657,468	657,468
Transfer from TIF #7 - Donor TIF	1,454,390	1,426,948	1,471,046	1,460,784
Interest Income - Debt Reserve	4,000	4,000	4,000	4,000
Interest Income/Miscellaneous	93,001	5,000	41,100	20,000
Increment Shortfall Payments	39,954	80,000	40,000	40,000
Transfer from Capital Projects Fund	316,203	0	0	0
Total Revenues	8,272,695	7,371,451	7,441,283	7,550,526
Expenditures				
Transfer to Debt Service Fund	4,672,376	4,157,083	4,157,083	4,080,286
Transfer to General Fund-Admin	540,000	525,000	567,000	595,350
Transfer to General Fund-Interest	21,739	64,000	43,000	42,500
Transfer to TIF #8 - Donor TIF	1,454,390	1,426,948	1,471,046	1,460,784
Transfer to Affordable Housing Fund	0	0	0	310,140
Developer Increment Reimbursement	399,391	415,952	386,723	388,478
Transfer-TIF #8 Capital Project Fund	170,000	170,000	170,000	115,000
Sundry Costs/Miscellaneous	14,323	6,000	6,000	6,000
Total Expenditures	7,272,219	6,764,983	6,800,852	6,998,538
Excess Revenues Over (Under) Expenditures	1,000,476	606,468	640,431	551,988
Fund Balance (Deficit), December 31	($6,901,411)	($6,294,943)	($6,260,980)	($5,708,992)
Cash Advance from Debt Service Levy (2012-22)	8,050,000	8,500,000	8,500,000	8,600,000
Cash Advance from Debt Service Levy (2023)	0	0	0	(550,000)
Net Cash Surplus (Deficit)	$1,148,589	$2,205,057	$2,239,020	$2,341,008

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	TIF #5 Fund
Program:	**Submitted by:**
Special Revenue Funds	Michael Easker/Chris Haese

The Tax Incremental Financing (TIF) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest). TIF #5 was designated as "distressed" in 2015, adding ten years to it's maximum closure date to 12/31/2030. Based upon current projections, TIF #5 is expected to terminate effective 12/31/22, as project costs have been paid in full as of 12/31/21 per the City's audit which was issued in July 2022. State law allows a municipality to extend the life of a TID up to one year and utilize the tax increment in the final year to improve the City's housing stock. The City is currently developing a program to fulfill that goal. That plan would then go to the Common Council for final approval of the affordable housing extension resolution.

TIF #5 Fund (Downtown Business District)
2023 Proposed Budget

Description: The area within TID #5 contains several sites needing redevelopment or rehabilitation. Based on location and market demand, these sites are expected to develop for uses such as office, parking, commercial and residential. Sites at the north end of the district require more immediate attention, and should be redeveloped or rehabilitated within one to four years. Sites nearer the southern end of the district could be expected to require three to ten years before redevelopment or rehabilitation is viable.

Created:	01/01/1993
Amendment #1:	01/01/1999
Amendment #2:	01/01/2007
Max Exp. Date:	04/22/2015
Max Close Date:	04/22/2030

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
TIF #5				
Fund Balance (Deficit), January 1	($135,212)	$419,744	$419,744	$762,910
Revenues				
Property Tax Increment	314,972	290,250	286,999	310,140
Computer Exemption/PP Tax Aid	155,229	154,381	155,228	155,228
Interest Income/Miscellaneous	200	1,000	1,000	1,000
Transfer from Capital Projects Fund	222,164	0	0	0
Total Revenues	692,565	445,631	443,227	466,368
Expenditures				
Transfer to Debt Service Fund	44,942	13,561	13,561	18,627
Transfer to General Fund-Admin	80,000	84,000	84,000	88,200
Transfer to General Fund-Interest	0	1,500	1,500	0
Transfer to Affordable Housing Fund	0	0	0	310,140
Developer Increment Reimbursement	12,517	0	0	0
Sundry Costs/Miscellaneous	150	1,000	1,000	1,000
Total Expenditures	137,609	100,061	100,061	417,967
Excess Revenues Over (Under) Expenditures	554,956	345,570	343,166	48,401
Fund Balance (Deficit), December 31	$419,744	$765,314	$762,910	$811,311
Cash Advance from Debt Service Levy (2012-22)	0	0	0	0
Cash Advance from Debt Service Levy (2023)	0	0	0	0
Net Cash Surplus (Deficit)	$419,744	$765,314	$762,910	$811,311

* Note: In determining TIF closure date, TIF 5 also has an outstanding debt service liability of $88,803 as of 12/31/21.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	TIF #6 Fund
Program:	**Submitted by:**
Special Revenue Funds	Michael Easker/Chris Haese

The Tax Incremental Financing (TIF) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest). TIF #6 was designated as "distressed" in 2015, adding ten years to it's maximum closure date to 12/31/2030. Based upon current projections, TIF #6 is expected to terminate as of 1/1/24 as project costs will have been paid in full as of 12/31/22. State law allows a municipality to extend the life of a TID up to one year and utilize the tax increment in the final year to improve the City's housing stock.

TIF #6 Fund (Southpark Industrial Center)
2023 Proposed Budget

Description: The area within TID #6 is designed to enable the City to provide manufacturing building sites in a planned business park setting. The primary project costs are for land acquisition and infrastructure, development (sanitary sewer, storm water, water main, street construction, electric power, street lighting). Additional costs include necessary site preparation, signage and landscaping costs, and necessary planning, administration, engineering and marketing costs.

Created:	01/01/1997
Amendment #1:	01/01/2007
Max Exp. Date:	03/20/2015
Max Close Date:	03/20/2030

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
TIF #6				
Fund Balance (Deficit), January 1	$23,645	$522,322	$522,322	$921,103
Revenues				
Property Tax Increment	607,763	596,711	590,028	561,640
Computer Exemption/PP Tax Aid	82,131	80,408	82,130	82,130
Interest Income/Miscellaneous	284	1,000	1,000	1,000
Transfer from Capital Projects Fund	94,039	0	0	0
Total Revenues	784,217	678,119	673,158	644,770
Expenditures				
Transfer to Debt Service Fund	225,390	210,377	210,377	216,167
Transfer to General Fund-Admin	60,000	63,000	63,000	66,150
Transfer to General Fund-Interest	0	0	0	0
Developer Increment Reimbursement	0	0	0	0
Sundry Costs/Miscellaneous	150	1,000	1,000	1,000
Total Expenditures	285,540	274,377	274,377	283,317
Excess Revenues Over (Under) Expenditures	498,677	403,742	398,781	361,453
Fund Balance (Deficit), December 31	$522,322	$926,064	$921,103	$1,282,556
Cash Advance from Debt Service Levy (2013-22)	0	0	0	0
Cash Advance from Debt Service Levy (2023)	0	0	0	0
Net Cash Surplus (Deficit)	$522,322	$926,064	$921,103	$1,282,556

* Note: In determining TIF closure date, TIF 6 also has an outstanding debt service liability of $714,161 as of 12/31/21.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	TIF #7 Fund
Program:	**Submitted by:**
Special Revenue Funds	Michael Easker/Chris Haese

The Tax Incremental Financing (TIF) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest). TIF #7 was designated as a "donor" TIF to TIF #8 in 2015, leading to the annual transfer of excess increment to TIF #8 while both districts remain open.

TIF #7 Fund (Westside Business Corridor)
2023 Proposed Budget

Description: The area within TID #7 is an area including commercial development adjacent to Winneconne Avenue/Green Bay Road, the West Towne Village business district and Bridgewood golf, commercial and housing developments. Areas for development are in need of redevelopment/rehabilitation due to prolonged underutilization and associated physical and economic obsolescence. Proposed project costs and improvements include utility and access improvements, land acquisition, design and engineering, beautification/signage, planning/project support.

Created:	01/01/2000
Amendment #1:	01/01/2002
Amendment #2:	01/01/2005
Amendment #3:	01/01/2006
Amendment #4:	01/01/2012
Max Exp. Date:	07/05/2022
Max Close Date:	07/05/2037

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
TIF #7				
Fund Balance (Deficit), January 1	$0	$0	$0	$0
Revenues				
Property Tax Increment	2,559,753	2,210,933	2,186,167	2,208,840
Computer Exemption/PP Tax Aid	106,312	58,547	106,311	106,311
Interest Income/Miscellaneous	23,170	1,000	22,100	1,000
Total Revenues	2,689,235	2,270,480	2,314,578	2,316,151
Expenditures				
Transfer to Debt Service Fund	1,017,253	621,532	621,532	627,067
Transfer to General Fund-Admin	120,000	126,000	126,000	132,300
Transfer to General Fund-Interest	0	0	0	0
Transfer to TIF #8 - Donor TIF	1,454,390	1,426,948	1,471,046	1,460,784
Developer Increment Reimbursement	95,000	95,000	95,000	95,000
Sundry Costs/Miscellaneous	2,592	1,000	1,000	1,000
Total Expenditures	2,689,235	2,270,480	2,314,578	2,316,151
Excess Revenues Over (Under) Expenditures	0	0	0	0
Fund Balance (Deficit), December 31	$0	$0	$0	$0
Cash Advance from Debt Service Levy (2012-22)	0	0	0	0
Cash Advance from Debt Service Levy (2023)	0	0	0	0
Net Cash Surplus (Deficit)	$0	$0	$0	$0

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	TIF #8 Fund
Program:	**Submitted by:**
Special Revenue Funds	Michael Easker/Chris Haese

The Tax Incremental Financing (TIF) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest). TIF #8 was designated as "distressed" in 2015, adding ten years to it's maximum closure date to 12/31/2038.

TIF #8 Fund (Downtown/Doty Island Redevelopment)
2023 Proposed Budget

Description: The area within TID #8 includes the Doty Island Business District as well as key downtown business sites. The sites have been planned for and are expected to develop as a combination of commercial and residential use properties. The Doty Island plan is to retain significant older buildings that contribute to the charm and character of the business district; promote redevelopment at sites that can strengthen neighborhood retail and service offerings; and, maximize opportunity for existing businesses to stay and grow on the island. In certain instances, the revitalization strategy is a joint effort of the City and Neenah Community Development Authority (CDA).

Created:	01/01/2001
Amendment #1:	01/01/2002
Amendment #2:	01/01/2004
Amendment #3:	01/01/2005
Amendment #4:	01/01/2008
Max Exp. Date:	09/05/2023
Max Close Date:	09/05/2038

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
TIF #8				
Fund Balance (Deficit), January 1	($7,761,550)	($7,784,049)	($7,784,049)	($7,850,735)
Revenues				
Property Tax Increment	1,410,639	1,285,026	1,270,631	1,425,185
Computer Exemption/PP Tax Aid	242,759	227,400	242,759	242,759
Transfer from TIF #7 - Donor TIF	1,454,390	1,426,948	1,471,046	1,460,784
Interest Income - Debt Reserve	4,000	4,000	4,000	4,000
Interest Income/Miscellaneous	12,420	0	15,000	15,000
Increment Shortfall Payments	39,954	80,000	40,000	40,000
Total Revenues	3,164,162	3,023,374	3,043,436	3,187,728
Expenditures				
Transfer to Debt Service Fund	2,863,970	2,762,170	2,762,170	2,663,834
Transfer to General Fund-Admin	120,000	126,000	126,000	132,300
Transfer to General Fund-Interest	21,739	60,000	40,000	40,000
Transfer-TIF #8 Capital Project Fund	170,000	170,000	170,000	115,000
Developer Increment Reimbursement	10,952	10,952	10,952	10,952
Sundry Costs/Miscellaneous	0	1,000	1,000	1,000
Total Expenditures	3,186,661	3,130,122	3,110,122	2,963,086
Excess Revenues Over (Under) Expenditures	(22,499)	(106,748)	(66,686)	224,642
Fund Balance (Deficit), December 31	($7,784,049)	($7,890,797)	($7,850,735)	($7,626,093)
Cash Advance from Debt Service Levy (2012-22)	8,050,000	8,050,000	8,050,000	8,050,000
Cash Advance from Debt Service Levy (2023)	0	0	0	(400,000)
Net Cash Surplus (Deficit)	$265,951	$159,203	$199,265	$23,907

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	TIF #9 Fund
Program:	**Submitted by:**
Special Revenue Funds	Michael Easker/Chris Haese

The Tax Incremental Financing (TIF) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest).

TIF #9 Fund (US Hwy 41 Industrial Corridor)
2023 Proposed Budget

Description: The area within TID #9 includes an industrial corridor west of Interstate 41 between Breezewood Lane/Bell Street to the north and CTH G to the south. The area within the District is in need of redevelopment/rehabilitation due to the underutilization and physical and economic obsolescence. Proposed project costs include utility and access improvements, redevelopment assistance and planning/ project support.

Created: 01/01/2015
Amendment #1: 01/01/2019
Amendment #2: 01/01/2019
Max Exp. Date: 03/18/2037
Max Close Date: 03/18/2042

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
TIF #9				
Fund Balance (Deficit), January 1	$218,134	$23,862	$23,862	($189,884)
Revenues				
Property Tax Increment	213,126	210,212	207,857	194,195
Computer Exemption/PP Tax Aid	47,107	47,847	47,847	47,847
Interest Income/Miscellaneous	3,783	1,000	1,000	1,000
Total Revenues	264,016	259,059	256,704	243,042
Expenditures				
Transfer to Debt Service Fund	269,682	277,054	277,054	271,053
Transfer to General Fund-Admin	80,000	42,000	84,000	88,200
Transfer to General Fund-Interest	0	0	0	0
Developer Increment Reimbursement	108,396	110,000	108,396	110,000
Sundry Costs/Miscellaneous	210	1,000	1,000	1,000
Total Expenditures	458,288	430,054	470,450	470,253
Excess Revenues Over (Under) Expenditures	(194,272)	(170,995)	(213,746)	(227,211)
Fund Balance (Deficit), December 31	$23,862	($147,133)	($189,884)	($417,095)
Cash Advance from Debt Service Levy (2012-22)	0	100,000	100,000	100,000
Cash Advance from Debt Service Levy (2023)	0	0	0	300,000
Net Cash Surplus (Deficit)	$23,862	($47,133)	($89,884)	($17,095)

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	TIF #10 Fund
Program:	**Submitted by:**
Special Revenue Funds	Michael Easker/Chris Haese

The Tax Incremental Financing (TIF) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest).

TIF #10 Fund (Near Downtown District)
2023 Proposed Budget

Description: The area within TID #10 includes an area on the west end of the Central Business District between the Neenah Slough to the west, Arrowhead Park to the north, Smith Street to the south, and Church Street to the east. The area within the District includes industrial, residential, commercial, retail and open space uses and at least 50% of the property within the District is defined as blighted. Several areas within the District have been identified as redevelopment sites and are expected to develop as a combination of commercial, office and/or residential uses. The proposed project costs include parking, utility and access improvements, redevelopment assistance, beautification/ signage/public space, and planning/project support.

Created: 01/01/2015
Amendment #1: n/a
Max Exp. Date: 08/05/2037
Max Close Date: 08/05/2042

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
TIF #10				
Fund Balance (Deficit), January 1	($156,078)	($42,218)	($42,218)	$22,825
Revenues				
Property Tax Increment	350,782	340,554	336,740	323,768
Computer Exemption/PP Tax Aid	23,193	30	23,193	23,193
Interest Income/Miscellaneous	31,226	1,000	1,000	1,000
Total Revenues	405,201	341,584	360,933	347,961
Expenditures				
Transfer to Debt Service Fund	244,738	251,890	251,890	251,892
Transfer to General Fund-Admin	40,000	42,000	42,000	44,100
Transfer to General Fund-Interest	0	1,000	1,000	1,000
Developer Increment Reimbursement	0	0	0	0
Sundry Costs/Miscellaneous	6,603	1,000	1,000	1,000
Total Expenditures	291,341	295,890	295,890	297,992
Excess Revenues Over (Under) Expenditures	113,860	45,694	65,043	49,969
Fund Balance (Deficit), December 31	($42,218)	$3,476	$22,825	$72,794
Cash Advance from Debt Service Levy (2012-22)	300,000	450,000	450,000	450,000
Cash Advance from Debt Service Levy (2023)	0	0	0	(450,000)
Net Cash Surplus (Deficit)	$257,782	$453,476	$472,825	$72,794

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	TIF #11 Fund
Program:	**Submitted by:**
Special Revenue Funds	Michael Easker/Chris Haese

The Tax Incremental Financing (TIF) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest).

TIF #11 Fund (Near Downtown District)
2023 Proposed Budget

Description: The area within TID #11 is characterized by a large area of undeveloped property on the fringe of the City that is bound by low density residential development on three sides and a commercial corridor along its remaining border. The site has been planned for and is expected to be developed as a multi-family home development. The basic development objectives of this plan are the following: project and site improvements, traffic improvements, public-private partnerships to achieve high value development, land assembly, the preservation of open space and maximization of public infrastructure, and the opportunity to offer a superior quality of life.

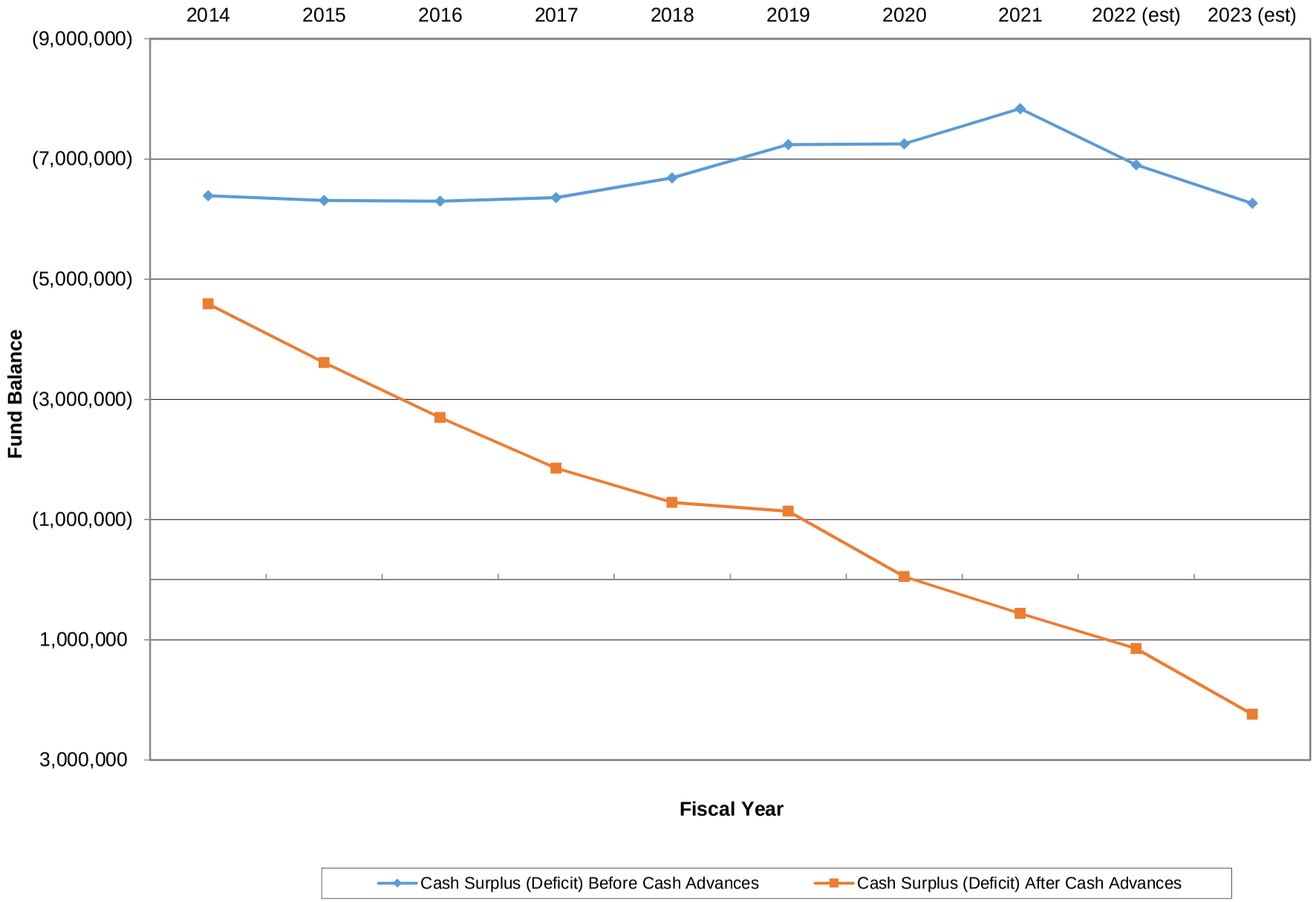
Created: 01/01/2015
Amendment #1: n/a
Max Exp. Date: 02/01/2033
Max Close Date: 02/01/2038

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
TIF #11				
Fund Balance (Deficit), January 1	($90,826)	($41,072)	($41,072)	$72,801
Revenues				
Property Tax Increment	251,381	353,204	349,247	344,506
Computer Exemption/PP Tax Aid	0	0	0	0
Interest Income/Miscellaneous	21,918	0	0	0
Total Revenues	273,299	353,204	349,247	344,506
Expenditures				
Transfer to Debt Service Fund	6,401	20,499	20,499	31,646
Transfer to General Fund-Admin	40,000	42,000	42,000	44,100
Transfer to General Fund-Interest	0	1,500	500	1,500
Developer Increment Reimbursement	172,526	200,000	172,375	172,526
Sundry Costs/Miscellaneous	4,618	0	0	0
Total Expenditures	223,545	263,999	235,374	249,772
Excess Revenues Over (Under) Expenditures	49,754	89,205	113,873	94,734
Fund Balance (Deficit), December 31	($41,072)	$48,133	$72,801	$167,535
Cash Advance from Debt Service Levy (2012-22)	0	0	0	0
Cash Advance from Debt Service Levy (2023)	0	0	0	0
Net Cash Surplus (Deficit)	($41,072)	$48,133	$72,801	$167,535

CITY OF NEENAH
HISTORY OF TIF DEFICITS AND CASH ADVANCES
2004-2023

Ending Calender Year	Cumulative Cash Surplus (Deficit) Before Cash Advances	Cumulative Total Cash Advance	Cumulative Cash Surplus (Deficit) After Cash Advances	Annual TIF Surplus (Deficit)
2004	(1,842,263)	0	(1,842,263)	6,463
2005	(2,283,454)	0	(2,283,454)	(441,191)
2006	(4,409,186)	0	(4,409,186)	(2,125,732)
2007	(5,398,359)	0	(5,398,359)	(989,173)
2008	(5,621,273)	0	(5,621,273)	(222,914)
2009	(3,251,406)	0	(3,251,406)	2,369,867
2010	(5,942,971)	0	(5,942,971)	(2,691,565)
2011	(7,432,458)	0	(7,432,458)	(1,489,487)
2012	(7,826,911)	900,000	(6,926,911)	(394,453)
2013	(6,389,173)	1,800,000	(4,589,173)	1,437,738
2014	(6,310,531)	2,700,000	(3,610,531)	78,642
2015	(6,296,940)	3,600,000	(2,696,940)	13,591
2016	(6,355,929)	4,500,000	(1,855,929)	(58,989)
2017	(6,685,730)	5,400,000	(1,285,730)	(329,801)
2018	(7,237,720)	6,100,000	(1,137,720)	(551,990)
2019	(7,251,009)	7,200,000	(51,009)	(13,289)
2020	(7,837,988)	8,400,000	562,012	(586,979)
2021	(6,901,411)	8,050,000	1,148,589	936,577
2022 (est)	(6,260,980)	8,500,000	2,239,020	640,431
2023 (est)	(5,708,992)	8,050,000	2,341,008	551,988

CITY OF NEENAH
HISTORY OF TIF DEFICITS
AND CASH ADVANCES
2014-2023



CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:** Community Develop.
Community Development	Block Grant Program
Program:	**Submitted by:**
Special Revenue Funds	Chris Haese

Community Development Block Grant Program
2023 Proposed Budget

The City of Neenah has been a recipient of Community Development Block Grant funds from the U.S. Department of Housing and Urban Development (H.U.D.) since 1984, and receives a formula-based grant annually.

The primary objective of the Community Development Block Grant program is to make the community a better place in which to live and work, especially for low and moderate income persons.

Annually, the City establishes a program of activities to be undertaken with these funds. The adoption of the program by the Common Council follows a series of opportunities for citizen participation in the formulation of the activities to be funded. The Community Development Block Grant has a program year starting date of June 1. Working within the regulations prescribed by H.U.D., the annual program is established within which at least 70% of the direct activity expenditures benefit low and moderate income persons. Remaining activity expenditures support redevelopment and blight elimination activities. In addition, funds are designated to support the City's administrative costs in carrying out the program.

In 2022 the program provided funds to support community services for low and moderate income households, improve deteriorated conditions, upgrade neighborhoods, and support planning and program adminstration.

In establishing the 2023 program, the City will seek citizen input as it develops activities. Approximately 70% or more of the program will continue to benefit low and moderate income persons. These activities will include a broad range of community improvements, housing and public service programs, and job creation opportunities.

Requests for 2023 funds will be reviewed by the Community Development Department and Mayor. Recommendations will then be submitted to the Common Council for approval early in 2023.

	Prior Year Grants		2022 Grant		2023
	Allocation	2022 Exp.	Allocation	2022 Exp.	Budget
Grant Funds Available	$448,163	$448,163	$207,280	$207,280	$200,000
ALLOCATIONS					
Direct					
Low/Moderate Income Households	$172,661	$54,130	$100,730	$16,750	$100,000
Redevelopment & Blight Elimination	202,458	7,543	65,000	30,000	55,000
Community Planning & Projects	11,000	11,000	11,550	5,775	15,000
Transfers					
Administration	62,043	33,993	30,000	15,000	30,000
Totals	$448,162	$106,666	$207,280	$67,525	$200,000
Grant Balances		$341,496		$139,755	

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Community Development	Housing Fund
Program:	**Submitted by:**
Special Revenue Funds	Chris Haese

Housing Fund
2023 Proposed Budget

The Housing Fund was established on June 30, 1983, by the Common Council for the purpose of providing for future housing-related community improvements. In establishing the fund, the Council chose to earmark all revenues from past and current housing improvement programs to be used to support the continuation of these types of activities. The program to be funded in 2023 is:

HOMEOWNER REHABILITATION PROGRAM:This program encourages lower income homeowners to improve their properties, and thus enhance housing quality and tax base. Non-elderly households receive either 6% interest installment loans, or deferred repayment loans, depending on ability to pay. Elderly households receive grants (maximum $3,600).

2022 Accomplishments:
Initiated and completed 5 owner-occupied rehabilitation projects.

2023 Goals/Plans:
OWNER REHABILITATION PROGRAM: Provide funding assistance to 10 homeowners.

HOMEBUYERS ASSISTANCE PROGRAM: Working with Winnebago County Housing Authority, provide funding assistance to 2 first-time homebuyers with down payment/closing cost assistance and housing rehabilitation.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	($1,245)	$991	$991	$991
REVENUES				
Loan Repayments	$24,574	$30,000	$30,000	$40,000
Community Dev. Block Grant	51,456	25,000	35,500	27,000
Interest and Miscellaneous	493	2,000	2,000	2,000
Total Revenue	$76,523	$57,000	$67,500	$69,000
EXPENDITURES				
Schools, Seminars, Training	$0	$0	$0	$0
Auto Allowance	0	150	0	150
Postage	0	300	0	300
Outside Services	2,769	2,500	2,500	2,500
Office Supplies	0	350	0	350
Printing	0	250	0	250
Misc Expenditures	0	200	0	200
Grants/Loans Issued	36,518	30,000	30,000	30,000
Transfer to General Fund	35,000	35,000	35,000	35,000
Total Expenditures	$74,287	$68,750	$67,500	$68,750
Excess Revenues Over (Under) Expenditures	$2,236	($11,750)	$0	$250
Fund Balance, December 31	$991	($10,759)	$991	$1,241
Loans Outstanding as of 12/31/2021: 91	$532,607			
Loans Written Off Due to Foreclosure/Bankruptcy	0		0	

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Community Development	Economic Development
Program:	**Submitted by:**
Special Revenue Funds	Chris Haese

Small Business Loan Program
2023 Proposed Budget

The Small Business Loan Program was established in June 1988 by the Common Council for the purpose of providing low cost, fixed rate financing to small growing companies that are creating new jobs in Neenah. In establishing the program, which was capitalized with Community Development Block Grant (CDBG) funds, the Council chose to earmark all future revenues from this capitalization of $250,000 to be used as a revolving loan fund to support the continuation of this economic development effort. In 1992, an additional $100,000 of Community Development Block Grants was appropriated for further capitalization of the loan fund. Future loans will be issued from the loan repayment proceeds received from prior loans issued and any CDBG funds allocated from annual grant awards.

Under this program, borrowers may obtain loans to finance a portion of the cost of fixed asset projects. Funds issued by the City of Neenah are in the form of a companion loan to conventional financing from a private sector lender. To date, 22 loans have been approved for assistance.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$12,787	$12,787	$12,787	$12,787
REVENUES				
Loan Repayments	$0	$500	$0	$500
Interest and Miscellaneous	0	100	0	100
Total Revenue	$0	$600	$0	$600
EXPENDITURES				
Postage	$0	$10	$0	$50
Outside Services	0	200	0	200
Misc. Expenditures	0	200	0	200
Grants/Loans Issued	0	5,000	0	5,000
Transfer to General Fund	0	5,000	0	0
Total Expenditures	$0	$10,410	$0	$5,450
Excess Revenues Over (Under) Expenditures	$0	($9,810)	$0	($4,850)
Fund Balance, December 31	$12,787	$2,977	$12,787	$7,937
Loans Outstanding as of 12/31/2021: 0	$0			
Loans Written Off Due to Bankruptcy	0			

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Industrial Development Fund
Program:	**Submitted by:**
Special Revenue Funds	Chris Haese

Industrial Development Fund
2023 Proposed Budget

The Industrial Development Fund is used to account for the accumulation of resources received from the Winnebago County Industrial Development Board. The funding allocations for the current year are calculated on a per capita basis, using the population from January 1 of the previous year.

The funds are designated to be used for the improvement of industrial businesses and the recruitment of additional industrial developments within the City. The residents of the City of Neenah and the adjacent towns benefit by having industrial companies expand and relocate in the area.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance (Deficit), January 1	$109,134	$120,995	$120,995	$76,005
REVENUES				
Per Capita Funding Allocation	$29,401	$29,410	$30,010	$30,010
Total Revenue	$29,401	$29,410	$30,010	$30,010
EXPENDITURES				
Recruitment/Retention	$12,540	$15,000	$15,000	$15,000
Downtown Plan	0	60,000	60,000	0
Transfer to General Fund	5,000	0	0	0
Total Expenditures	$17,540	$75,000	$75,000	$15,000
Excess Revenues Over (Under) Expenditures	$11,861	($45,590)	($44,990)	$15,010
Fund Balance (Deficit), December 31	$120,995	$75,405	$76,005	$91,015

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Recycling Fund
Program:	**Submitted by:**
Special Revenue Funds	Gerry Kaiser

Recycling Fund
2023 Proposed Budget

The Recycling Fund was set up to segregate recycling revenue and expenditures from the General Fund. According to 1992 guidelines from the Department of Natural Resources and Department of Revenue, the City is the "responsible unit of government" and is mandated to keep full accounting, reporting and restructured budgetary procedures for City-wide recycling programs. This separate fund accounting began in 1993.

Goals/Responsibilities/Activities

Administer City-wide program for handling various types of recyclables in a cost effective manner with a view toward conserving resources and reducing volume of landfilled materials.

Funding: Expenditures are partially reimbursed by the State Recycling Grant, which has been applied for on an annual basis. Because of limited State funding resulting in annual decreases in State recycling grants, depressed recycling markets and increasing costs, a tax levy was required since 1995 to subsidize the fund. Funding for recycling grants with a surcharge on businesses expired at the end of 2001. Funding methods and policies remain the same, but funding of the grant program is now achieved through a tipping fee on all waste dumped in Wisconsin landfills. Unfortunately the State does not return the full tipping fee back to the responsible units in the form of recycling grants.

To offset the at least a portion of the shortfall, a Recycling Special Charge was added to the tax bill starting in fiscal year 2012 for any property that received curbside recycling collection. In 2012, 2013, 2014, and 2015, this fee offset a portion of the shortfall with the remainder of the shortfall covered through Recycling Fund reserves or tax levy. Since 2016, the fee offset the entire shortfall. The charge history is listed below.

2012 - $22	2013 - $30	2014 - $30	2015 - $32	2016 - $37	2017 - $37
2018 - $36	2019 - $40	2020 - $37	2021 - $40	2022 - $37	

Yard Waste: Includes weekly collections in spring, monthly collections (including brush) in summer and fall and the collection of leaves in fall. No grass clippings are included in collections. The weekly Spring yard waste collection is five weeks. Leaf collection is very time consuming and labor intensive. In Fall, leaf collection is done with four scheduled collections along with additional cleanup collection, as needed, depending on weather. We continue trying to meet the established, published calendar schedule by matching manpower to leaves. Homeowners tend to rake the leaves to the curb in a more timely manner if they know the leaf collection schedule. Leaf collection is fully funded by the Storm Water Utility.

Equipment: For yard waste collection, the City uses rear-loading trucks with a two person crew to collect bundled or containerized yard waste. Three chippers are available for brush chipping and are paired with a 7-CY truck and operated with a two person crew. For leaf collection, the City uses six 14-CY trucks with front-mounted vacuum units and a two person crew. If necessary, we can also use a pull-behind vacuum unit with either a 7-CY or 14-CY truck or a leaf picker/trailer unit pulled by a 5-CY truck.

Drop-Off Center: The Tullar Garage Drop-Off Center was created in 2005 to provide residents with an alternative to curbside collection of recyclables, large items and yard waste. The use of the drop-off expanded to the point where part-time attendants were necessary to assist with daily oversight. The drop-off site is open from March through December, Monday through Friday from 7:00 to 5:00 p.m. It is also open on Saturday from 8:30 a.m. to Noon from May through October. It is closed in January and February except for recyclables. Materials accepted at the drop-off site include yard waste, brush, recyclables, large items, metal, wood. Concrete and dirt are also accepted in limited quantities. In 2020 a card system was implemented to reduce abuse of the site by non-residents. This card system was continued in 2021 and 2022. Drop-off site costs related to recyclables, yard waste, brush, metal, concrete and dirt are included in the Recycling Fund budget. Drop-off costs related to large item and wood are included in the Refuse Collection budget.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Recycling Fund
Program:	**Submitted by:**
Special Revenue Funds	Gerry Kaiser

2022 Accomplishments

- Continued recycling program despite reduction to State Recycling Grant by implementing a Recycling Special Charge to residential customers.
- Maintained Tullar Road drop-off center for City residents, March through December.
- Staffed the drop-off center from March through December.
- Continued to require a card to access the drop-off center to reduce abuse.

2023 Goals/Plans

- Continue to staff drop-off center to reduce non-resident materials.
- Continue to close drop-off center in January and February to reduce costs.
- Fund recycling program costs in excess of State Recycling Grant with “Special Charge” on tax bill, rather than use City reserves or tax levy.

Major Increases (Decreases) in 2023 Budget Request:

- Assumed single stream recyclable tipping fees to be $5 per ton.
- Assumed yard waste tipping fees remain at $32 per ton.
- Assumed revenue from the State Recycling grant to be $200,000.
- Assumed revenue from commodity sales to be $40,000.
- Assumed 9,036 properties serviced comprising 9,122 charged units.
- Assumed a residential recycling special charge of $37.00 per unit. The 2022 charge was also $37.00 per unit.

	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed
Fund Balance, January 1	$283,403	$318,249	$318,249	$385,359	$385,359
REVENUES					
Program Revenue	$17,389	$12,000	$23,880	$15,000	$15,000
Grants	202,899	200,000	202,450	200,000	200,000
County Reimbursement	0	20,000	59,800	40,000	40,000
Punch Cards	2,355	2,000	2,670	2,000	2,000
Additional Cart Fee	716	700	1,250	1,250	1,250
Total Revenue	$223,359	$234,700	$290,050	$258,250	$258,250
EXPENDITURES					
Curbside Collection	$247,767	$230,850	$241,670	$256,570	$256,570
Drop Off Site Collection	100,485	114,590	119,040	117,570	117,570
Adm. & Public Information	6,907	6,780	6,780	7,290	7,290
Yard Waste	166,114	191,140	192,340	180,700	180,700
Special Reserves & Escrow	0	0	0	15,460	8,770
Trans. to General Fund for Adm	30,000	0	0	0	0
Total Expenditures	$551,273	$543,360	$559,830	$577,590	$570,900
Excess Revenues Over (Under) Exp.	($327,914)	($308,660)	($269,780)	($319,340)	($312,650)
Residential Special Charge	$362,760	$336,180	$336,890	$337,520	$337,520
Surplus (Deficit) after Special Charge	$34,846	$27,520	$67,110	$18,180	$24,870
Fund Balance, December 31	$318,249	$345,769	$385,359	$403,539	$410,229

CITY OF NEENAH
OPERATING BUDGET
***** RECYCLING EXPENDITURES SUMMARY BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

RECYCLING DIVISION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 months)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
Curbside Collection	247,767	230,850	199,567	241,670	256,570	256,570	
Waste Oil/Dropoff Site	100,485	114,590	72,756	119,040	117,570	117,570	
Admin.& Public Informatio	6,907	6,780	4,027	6,780	7,290	7,290	
Yard Waste	166,114	191,140	157,755	192,340	180,700	180,700	
Special Reserves & Escrow	0	0	0	0	15,460	8,770	
Transfer	30,000	0	0	0	0	0	
TOTAL EXPENDITURES	**551,273**	**543,360**	**434,105**	**559,830**	**577,590**	**570,900**	**27,540**
						Percent Budget Change	**5.07%**

CITY OF NEENAH
OPERATING BUDGET
***** SUMMARY OF RECYCLING PROGRAM BY TYPE OF EXPENDITURE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PERSONAL SERVICES								
0101	Salaries	2,000	2,060	1,500	2,000	9,310	9,310	
0102	Full Time Hourly Wages	173,736	176,060	158,327	186,000	181,000	181,000	
0103	Temporary Wages	23,885	23,100	16,134	24,500	25,300	25,300	
0104	Overtime Wages	2,211	2,000	1,820	2,900	2,500	2,500	
0110	Health Insurance	65,498	65,880	63,056	67,570	73,550	66,860	
0111	Fringes	40,464	41,440	36,270	43,930	43,590	43,590	
0115	Schools/Seminars/Training	0	200	0	200	200	200	
0124	Meal Allowance	8	0	0	0	0	0	
	PERSONAL SERVICES	**307,802**	**310,740**	**277,107**	**327,100**	**335,450**	**328,760**	**18,020**
CONTRACTUAL SERVICES								
0202	Outside Printing	4,969	4,500	2,022	4,500	4,800	4,800	
0203	Postage	1,938	2,040	2,005	2,040	2,250	2,250	
0204	Conferences & Meetings	0	100	0	100	100	100	
0205	Debit Card Charges	136	100	123	130	120	120	
0206	Debit Card Charges	165	310	0	310	310	310	
0207	Advertising & Publication	0	100	0	100	100	100	
0213	Dues & Memberships	0	0	0	0	0	0	
0216	Maint of Motor Vehicles	0	50	0	50	50	50	
0224	Maint of Operating Equip	2,663	2,870	1,278	2,870	3,000	3,000	
0236	Water & Sewer	3,780	8,030	1,942	8,030	9,030	9,030	
0238	Outside Services	0	100	0	100	100	100	
0243	Professional Services	34,101	35,000	15,225	30,000	32,500	32,500	
0245	Tipping Fees	191	190	208	210	200	200	
0249	License Fees	19,067	23,000	14,533	24,000	25,000	25,000	
0252	Dumpster Pulls	8,500	11,000	9,631	16,000	11,000	11,000	
0293	Rental of Equipment	64,647	70,950	45,341	55,250	61,900	61,900	
0294	Maint of Motor Veh/Fleet	1,720	2,310	1,348	1,960	2,210	2,210	
0296	Oil and Fluids/Fleet	15,490	13,860	6,043	13,910	12,660	12,660	
	CONTRACTUAL SERVICES	**157,367**	**174,510**	**99,699**	**159,560**	**165,330**	**165,330**	**(9,180)**
SUPPLIES & MATERIALS								
0301	Office Supplies	0	50	0	50	50	50	
0302	Inhouse Printing	0	10	0	10	10	10	
0310	Gasoline & Oil	30,925	33,900	41,443	48,860	52,600	52,600	
0313	Motor Vehicles Maint. Sup	0	250	0	250	250	250	
0316	Equipment Maint. Supplies	0	150	0	150	150	150	
0319	Safety Supplies	0	450	423	550	450	450	
0320	Small Tools	0	100	11	100	100	100	
0333	All Other Supplies	47	700	184	700	700	700	
0339	Tires & Tire Maintenance	25,132	22,500	15,238	22,500	22,500	22,500	
	SUPPLIES & MATERIALS	**56,104**	**58,110**	**57,299**	**73,170**	**76,810**	**76,810**	**18,700**
TRANSFERS								
9999	Transfer to General Fund	30,000	0	0	0	0	0	
	TRANSFERS	**30,000**	**0**	**0**	**0**	**0**	**0**	**0**
	TOTAL RECYCLING	**551,273**	**543,360**	**434,105**	**559,830**	**577,590**	**570,900**	**27,540**
							Percent Budget Change	**5.07%**

CITY OF NEENAH
OPERATING BUDGET
***** RECYCLING EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
RECYCLING PROGRAM								
CURBSIDE COLLECTION (081-6901-935)								
0102	Full Time Hourly Wages	89,433	80,310	78,795	92,000	93,000	93,000	
0104	Overtime Wages	1,836	1,500	947	1,500	2,000	2,000	
0110	Health Insurance	29,338	26,600	28,283	28,290	30,420	30,420	
0111	Fringes	18,455	16,720	16,297	19,110	19,170	19,170	
0115	Schools/Seminars/Training	0	200	0	200	200	200	
0202	Outside Printing	0	300	0	300	300	300	
0205	Debit Card Charges	136	100	123	130	120	120	
0206	Advertising & Publication	165	260	0	260	260	260	
0216	Maint of Operating Equip	0	50	0	50	50	50	
0224	Water & Sewer	2,663	2,870	1,278	2,870	3,000	3,000	
0236	Outside Services	2,420	3,000	1,412	3,000	3,000	3,000	
0243	Tipping Fees	24,193	15,000	6,391	15,000	15,000	15,000	
0245	License Fees	191	190	208	210	200	200	
0293	Maint of Motor Veh/Fleet	36,195	38,500	25,346	25,350	32,000	32,000	
0294	Oil and Fluids/Fleet	962	1,100	803	1,100	1,100	1,100	
0296	Maint of Oper Eq/Fleet	98	550	773	800	550	550	
0310	Gasoline & Oil	21,447	24,000	25,133	31,800	36,600	36,600	
0313	Motor Vehicles Maint. Sup	0	100	0	100	100	100	
0319	Safety Supplies	0	300	399	400	300	300	
0333	All Other Supplies	33	200	0	200	200	200	
0339	Tires & Tire Maintenance	20,202	19,000	13,380	19,000	19,000	19,000	
	CURBSIDE COLLECTION	**247,767**	**230,850**	**199,568**	**241,670**	**256,570**	**256,570**	**25,720**
WASTE OIL / DROP-OFF SITE (081-6902-935)								
0101	Salaries	2,000	2,060	1,500	2,000	2,000	2,000	
0102	Full Time Hourly Wages	17,189	20,590	11,903	19,000	20,000	20,000	
0103	Temporary Wages	23,885	23,100	16,134	24,500	25,300	25,300	
0104	Overtime Wages	0	200	0	200	200	200	
0110	Health Insurance	14,034	14,760	10,476	14,760	14,570	14,570	
0111	Fringes	8,359	9,310	5,984	9,260	9,180	9,180	
0236	Outside Services	1,360	4,000	530	4,000	5,000	5,000	
0249	Dumpster Pulls	19,067	23,000	14,533	24,000	25,000	25,000	
0252	Rental of Equipment	8,500	10,000	9,631	15,000	10,000	10,000	
0293	Maint of Motor Veh/Fleet	5,694	4,950	1,630	4,900	4,900	4,900	
0294	Oil and Fluids/Fleet	53	110	0	110	110	110	
0296	Maint of Oper Eq/Fleet	0	110	0	110	110	110	
0310	Gasoline & Oil	330	2,200	252	1,000	1,000	1,000	
0333	All Other Supplies	14	200	184	200	200	200	
	WASTE OIL / DROP-OFF SITE	**100,485**	**114,590**	**72,757**	**119,040**	**117,570**	**117,570**	**2,980**

CITY OF NEENAH
OPERATING BUDGET
***** RECYCLING EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PUBLIC INFORMATION (081-6905-935)								
0202	Outside Printing	4,969	4,200	2,022	4,200	4,500	4,500	
0203	Postage	1,938	2,040	2,005	2,040	2,250	2,250	
0204	Conferences & Meetings	0	100	0	100	100	100	
0206	Advertising & Publication	0	50	0	50	50	50	
0207	Dues & Memberships	0	100	0	100	100	100	
0236	Outside Services	0	30	0	30	30	30	
0238	Professional Services	0	100	0	100	100	100	
0301	Office Supplies	0	50	0	50	50	50	
0302	Inhouse Printing	0	10	0	10	10	10	
0333	All Other Supplies	0	100	0	100	100	100	
	PUBLIC INFORMATION	**6,907**	**6,780**	**4,027**	**6,780**	**7,290**	**7,290**	**510**
YARD WASTE (081-6907-935)								
0102	Full Time Hourly Wages	67,114	75,160	67,630	75,000	68,000	68,000	
0104	Overtime Wages	375	300	873	1,200	300	300	
0110	Health Insurance	22,126	24,520	24,297	24,520	21,870	21,870	
0111	Fringes	13,650	15,410	13,989	15,560	13,780	13,780	
0124	Meal Allowance	8	0	0	0	0	0	
0236	Outside Services	0	1,000	0	1,000	1,000	1,000	
0243	Tipping Fees	9,908	20,000	8,834	15,000	17,500	17,500	
0252	Rental of Equipment	0	1,000	0	1,000	1,000	1,000	
0293	Maint of Motor Veh/Fleet	22,758	27,500	18,365	25,000	25,000	25,000	
0294	Oil and Fluids/Fleet	705	1,100	545	750	1,000	1,000	
0296	Maint of Oper Eq/Fleet	15,392	13,200	5,270	13,000	12,000	12,000	
0310	Gasoline & Oil	9,148	7,700	16,059	16,060	15,000	15,000	
0313	Motor Vehicles Maint. Sup	0	150	0	150	150	150	
0316	Equipment Maint. Supplies	0	150	0	150	150	150	
0319	Safety Supplies	0	150	25	150	150	150	
0320	Small Tools	0	100	11	100	100	100	
0333	All Other Supplies	0	200	0	200	200	200	
0339	Tires & Tire Maintenance	4,930	3,500	1,858	3,500	3,500	3,500	
	YARD WASTE	**166,114**	**191,140**	**157,756**	**192,340**	**180,700**	**180,700**	**(10,440)**
SPECIAL RESERVES & ESCROW (081-9026-733)								
0101	Salaries	0	0	0	0	7,310	7,310	
0110	Health Insurance	0	0	0	0	6,690	0	
0111	Fringes	0	0	0	0	1,460	1,460	
	Special Reserves & Escrow	**0**	**0**	**0**	**0**	**15,460**	**8,770**	**8,770**
TRANSFER TO GENERAL FUND (081-9910-935)								
9999	Tranfer to General Fund	30,000	0	0	0	0	0	
	TRANSFER TO GENERAL FUND	**30,000**	**0**	**0**	**0**	**0**	**0**	**0**
RECYCLING PROGRAM		**551,273**	**543,360**	**434,108**	**559,830**	**577,590**	**570,900**	**27,540**
							Percent Budget Change	**5.07%**

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Public Health	Health Grants
Program:	**Submitted by:**
Special Revenue Funds	Andy Kahl

Health Grants Program
2023 Consolidated Contract Grants Budget

In late 2010, the City joined the cities of Oshkosh and Menasha and Winnebago County to study the viability of consolidating health department services. Upon completion of the study, the Cities of Neenah and Oshkosh agreed to transfer responsibility for health and sanitation services to Winnebago County effective July 1, 2012.

Each year leading up to transfer of service to Winnebago County, local health departments statewide received Consolidated Contract grants funds from the Department of Health and Family Services (DHFS). Upon transfer of the service, all remaining grant funds, with the exception of Preparedness CDC, were transferred to Winnebago County. As for the Preparedness CDC funds, the City retains those funds and is allowed to use them for any costs associated with making the community more prepared for natural or man-made disasters.

	2021 Actual	2022 Y-T- D	2023 Budget
Fund Balance, January 1	$68,859	$58,859	$55,359
EXPENDITURES			
Transfer to General Fund	10,000	0	0
Transfer to Equipment Fund		3,500	0
Total Expenditures	$10,000	$3,500	$0
Fund Balance, December 31	$58,859	$55,359	$55,359

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Miscellaneous
Program:	**Submitted by:**
Special Revenue Funds	Andy Kahl

Park and Recreation Fund
2023 Proposed Budget

To account for monies received from private donations and requests to finance specific Park and Recreation related activities and the corresponding expenditures.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance (Deficit), January 1	$359,216	$369,945	$369,945	$377,945
Revenues				
Contributions	$45,623	$45,000	$45,000	$45,000
Interest & Miscellaneous	205	1,000	3,000	5,000
Total Revenues	$45,828	$46,000	$48,000	$50,000
Expenditures	$35,099	$40,000	$40,000	$40,000
Excess Revenues Over (Under) Expenditures	$10,729	$6,000	$8,000	$10,000
Fund Balance (Deficit), December 31	$369,945	$375,945	$377,945	$387,945

Dial-A-Ride Fund
2023 Proposed Budget

To account for the receipts and disbursements of the Neenah-Menasha Dial-A-Ride Transportation program for the elderly.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance (Deficit), January 1	$123,174	$147,362	$147,362	$153,522
Revenues				
Intergovernmental	$42,000	$42,000	$42,000	$42,000
Contribution/Interest	13,441	9,160	9,160	11,440
Total Revenues	$55,441	$51,160	$51,160	$53,440
Expenditures	$31,253	$60,420	$45,000	$61,020
Excess Revenues Over (Under) Expenditures	$24,188	($9,260)	$6,160	($7,580)
Fund Balance (Deficit), December 31	$147,362	$138,102	$153,522	$145,942

Civic and Social Fund
2023 Proposed Budget

To account for monies provided by private donors to finance specific civic improvement and social activities and the corresponding expenditures.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance (Deficit), January 1	$195,271	$185,514	$185,514	$189,014
Revenues				
Contributions	$56,536	$50,000	$45,000	$50,000
Sales (Compost and City Wear)	$9,786	$14,000	$12,000	$12,000
Interest & Miscellaneous	61	500	1,500	3,000
Total Revenue	$66,383	$64,500	$58,500	$65,000
Expenditures	$76,140	$35,000	$55,000	$40,000
Excess Revenues Over (Under) Expenditures	($9,757)	$29,500	$3,500	$25,000
Fund Balance (Deficit), December 31	$185,514	$215,014	$189,014	$214,014

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Miscellaneous
Program:	**Submitted by:**
Special Revenue Funds	Andy Kahl

Library Fund
2023 Proposed Budget

To account for monies provided by private donors to finance specific Library improvements and services and the corresponding expenditures.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance (Deficit), January 1	$1,691,664	$1,953,228	$1,953,228	$1,848,228
Revenues				
Contribution	$54,187	$45,000	$45,000	$45,000
Interest & Market Adj.	261,272	100,000	(100,000)	50,000
Total Revenue	$315,459	$145,000	($55,000)	$95,000
Expenditures	$53,895	$50,000	$50,000	$50,000
Excess Revenues Over (Under) Expenditures	$261,564	$95,000	($105,000)	$45,000
Fund Balance (Deficit), December 31	$1,953,228	$2,048,228	$1,848,228	$1,893,228

Public Safety Trust
2023 Proposed Budget

To account for monies provided by private donors to finance specific public safety equipment and services and the corresponding expenditures.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance (Deficit), January 1	$174,229	$174,596	$174,596	$177,096
Revenues				
Contribution	$19,516	$40,000	$40,000	$40,000
Grants	$6,080	$6,000	$6,000	$6,000
Interest & Miscellaneous	73	500	1,500	3,000
Total Revenue	$25,669	$46,500	$47,500	$49,000
Expenditures	$25,302	$45,000	$45,000	$45,000
Excess Revenues Over (Under) Expenditures	$367	$1,500	$2,500	$4,000
Fund Balance (Deficit), December 31	$174,596	$176,096	$177,096	$181,096

Developer Land Sales Fund
2023 Proposed Budget

In 2020 the City of Neenah purchased land along County Road G for the purpose of future residential development. A developer has agreed with the City to repurchase and develop the land in phases over ten years. This fund is used to receipt sales to the developer, and the unrestricted funds can be transferred for other uses as necessary.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance (Deficit), January 1	$0	$51,603	$51,603	$180,942
Revenues				
Land Sales	146,651	100,000	125,263	100,000
Farming Lease	6,140	0	5,432	5,000
Total Revenue	$152,791	$100,000	$130,695	$105,000
Expenditures				
Closing Costs	$1,188	$0	$1,356	$1,500
Transfer to General Fund	$100,000	$0	$0	$0
Total Expenditures	$101,188	$0	$1,356	$1,500
Excess Revenues Over (Under) Expenditures	$51,603	$100,000	$129,339	$103,500
Fund Balance (Deficit), December 31	$51,603	$151,603	$180,942	$284,442

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Miscellaneous
Program:	**Submitted by:**
Special Revenue Funds	Andy Kahl

Alliant Energy PILOT Fund
2023 Proposed Budget

In 2020 the Alliant Energy facility on County Road CB attached to the City of Neenah via an ammendment to the City's border agreement with the Town of Neenah. As an energy utility, this facility is required to remit a "payment in lieu of tax" to the State of Wisconsin. By state law, the City of Neenah receives two-thirds of this payment annually. The City has agreed to share half of it's annual payment with the Town of Neenah, and retain the remaining half as unrestricted funds. The receipt of these funds, payment to the Town of Neenah, and any internal transfers are accounted for in this fund.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance (Deficit), January 1	$0	$0	$0	$247,190
Revenues				
Utility Aids	494,533	494,380	494,380	494,380
Total Revenue	$494,533	$494,380	$494,380	$494,380
Expenditures				
Town of Neenah Payment	$247,267	$247,190	$247,190	$247,190
Transfer to General Fund	247,266	0	0	0
Total Expenditures	$494,533	$247,190	$247,190	$247,190
Excess Revenues Over (Under) Expenditures	$0	$247,190	$247,190	$247,190
Fund Balance (Deficit), December 31	$0	$247,190	$247,190	$494,380

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Miscellaneous
Program:	**Submitted by:**
Special Revenue Funds	Andy Kahl

American Rescue Plan Act Funds
2023 Proposed Budget

In early 2021 the American Rescue Plan Act was signed into law. Among other objectives, the law allocated funds to state and local governments to be used in response to the COVID-19 pandemic. As a CDBG entitlement city, Neenah's allocation totals $5,549,573. Funds can be used for COVID-19 mitigation and response efforts, addressing negative economic impacts of the pandemic, water, sewer, and broadband infrastructure, and replacement of lost public sector revenue. Funds spent via the "lost revenue" allowance can be used for "the provision of government services," and all of the City's funding qualifies for use under this allowance. ARPA funds must be allocated by 12/31/24, and spent by 12/31/26.

Total Allocation	**5,549,573**
2021 Activity	
Baker Tilly-Lost Revenue Calculation	(2,679)
Interest	899
	(1,780)
Balance 12/31/21	**5,547,793**
2022 Activity	
Public Safety Costs-Transfer to General Fund	(1,300,000)
Kimberly Point Pedestrian Path/Parking Lot	(175,000)
Shattuck Park	(100,000)
Arrowhead Park Fiber	(50,000)
N. Park Ave. Sidewalk	(25,000)
Culture Study/Logo Work	(17,400)
Interest (Est.)	45,000
	(1,622,400)
Balance 12/31/22 (Est.)	**3,925,393**
2023 Proposed Budget	
Public Safety Costs-Transfer to General Fund	(1,378,000)
One-Time Inflation Costs-Transfer to General Fund	(225,000)
Interest	30,000
	(1,573,000)
Balance 12/31/23 (Est.)	**2,352,393**
Other Potential Future Uses (Post-2023)	
2024 Public Safety Costs-Transfer to General Fund	(1,425,000)
Projected Balance Available	**927,393**

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Debt Service Fund
Program:	**Submitted by:**
Debt Service Fund	Michael Easker

Debt Service Fund
2023 Operating Budget

The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general obligation borrowing long-term principal, interest and related costs. All of the City-purpose long-term debt is general obligation debt, and thus is secured by the full faith and credit of the City, and consists of installment notes, bonds and other governmental loans.

The City's debt service obligation also includes general obligation debt issued for the benefit of the City's Sanitary and Storm Sewer Funds as well as Tax Incremental Financing Districts #5, #6, #7, #8, #9, #10 and #11. Should any of these entities fail to meet their obligations on this debt, the City is ultimately responsible. In 2012, the City saw a significant reduction in the amount needed to levy for non-TIF debt service. The City began in 2012 to use those levy dollars to provide temporary cash advances to assist in funding debt service payments in TIF districts in which increment in those districts is not sufficient to meet all debt service requirements.

As of December 31, 2022, the City's outstanding General Obligation debt is estimated to total $77,698,389. This amount represents 56.9% of the City's legal debt limit of $136,570,500. The City also has Storm Water Revenue Bonds issued in 2009 totaling $206,497. In addition, the City has Capital Lease obligations totaling $4,495,000 in Lease Revenue Bonds issued by the City's Community Development Authority in 2004 and 2008, with the 2004 issue refunded in 2013, the 2008 issue partially refunded in 2016 and the 2013 issue partially refunded in 2022.

The 2023 Debt Service tax levy of $4,000,000 is an increase of $200,000 from 2022, or 5.26%. The City will also apply an additional $284,820 of levy dollars to pay levy funded debt, an amount that had previously been part of the annual levy surplus that was used as a cash advance to offset ongoing deficits in TIF Districts #6, #8, #9 and #10.

			2023 Budget	
Estimated Fund Balance, January 1, 2023				$9,000,000
Revenues				
Tax Levy		4,000,000		
Transfer from Tax Increment Districts (total T.I.D. debt service)		4,080,286		
Transfer from Sanitary Sewer Utility (capital projects/equip)		1,378,719		
Transfer from Storm Water Utility (capital projects/equip)		898,877		
Special Assessments		240,000		
Transportation Assessment Replacement Fee (TARF)		400,000		
Net Premium on Debt Issuance		750,000		
Total Revenues			11,747,882	
Expenditures				
City General Obligation Debt Service:				
Principal	7,887,563			
Interest	1,879,797	9,767,360		
Storm Water Revenue Bonds				
Principal	26,825			
Interest	6,088	32,913		
Capital Leases				
Principal	1,275,000			
Interest	127,702	1,402,702		
Estimated Interest Payment on 2023 G.O. Borrowing		375,000		
Total Expenditures			11,577,975	
Excess Revenues Over (Under) Expenditures				169,907
* Estimated Fund Balance, December 31, 2023				$9,169,907

*Note: $8.05 million of this fund balance is being used as a cash advance to offset ongoing deficits in TIF Districts #8 and #9 Special Revenue Funds, where cumulative TIF increment has not been sufficient to have funded cumulative debt service costs.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Debt Service Fund
Program:	**Submitted by:**
Debt Service Fund	Michael Easker

2023 Debt Service Payments

Promissory Notes/Note Anticipation Notes

		Principal	Interest	Sub-Total	Total
2013 $5,270,000	Streets/Facilities/Equip.	360,000	4,500	364,500	
NIC - 1.840%	TID #5	0	0	0	
	TID #6	15,000	187	15,187	
	TID #7	5,000	63	5,063	
	TID #8	80,000	1,000	81,000	
	Sanitary Sewer Utility	125,000	1,562	126,562	
	Storm Water Utility	45,000	563	45,563	637,875
2014 $4,685,000	Streets/Facilities/Equip.	350,000	10,700	360,700	
NIC - 1.7465%	TID #5	5,000	150	5,150	
	TID #6	25,000	750	25,750	
	TID #7	5,000	150	5,150	
	TID #8	30,000	900	30,900	
	Sanitary Sewer Utility	100,000	3,100	103,100	
	Storm Water Utility	55,000	1,650	56,650	587,400
2015 $6,250,000	Streets/Facilities/Equip.	300,000	18,800	318,800	
TIC - 1.89%	TID #5	0	250	250	
	TID #6	0	250	250	
	TID #7	0	250	250	
	TID #8	0	250	250	
	TID #9	15,000	1,025	16,025	
	Sanitary Sewer Utility	70,000	4,200	74,200	
	Storm Water Utility	80,000	4,500	84,500	494,525
2016 $6,500,000	Streets/Facilities/Equip.	510,500	37,200	547,700	
TIC - 1.57%	TID #7	5,000	650	5,650	
	TID #8	0	200	200	
	TID #9	40,000	3,100	43,100	
	TID #10	40,000	2,800	42,800	
	Sanitary Sewer Utility	104,500	7,350	111,850	
	Storm Water Utility	60,000	4,400	64,400	815,700
2017 $5,610,000	Streets/Facilities/Equip.	401,200	43,967	445,167	
TIC - 2.30%	TID #8	5,000	525	5,525	
	TID #9	15,000	1,575	16,575	
	TID #10	33,250	3,634	36,884	
	TID #11	1,750	191	1,941	
	Sanitary Sewer Utility	95,000	10,725	105,725	
	Storm Water Utility	78,800	9,133	87,933	699,750
2018 $8,295,000	Streets/Facilities/Equip.	612,500	98,035	710,535	
TIC - 2.57%	TID #8	0	270	270	
	TID #9	0	405	405	
	TID #10	0	24,500	24,500	
	TID #11	0	405	405	
	Sanitary Sewer Utility	65,000	10,545	75,545	
	Storm Water Utility	77,500	12,397	89,897	901,557
2019 $8,825,000	Streets/Facilities/Equip.	730,000	146,907	876,907	
TIC - 2.46%	TID #8	0	5,100	5,100	
	TID #9	0	5,925	5,925	
	TID #10	0	15,143	15,143	
	TID #11	0	3,450	3,450	
	Sanitary Sewer Utility	75,000	15,656	90,656	
	Storm Water Utility	15,000	3,131	18,131	1,015,312

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Debt Service Fund
Program:	**Submitted by:**
Debt Service Fund	Michael Easker

Promissory Notes/Note Anticipation Notes (Cont'd)

		Principal	Interest	Sub-Total	Total
2020 $9,895,000	Streets/Facilities/Equip.	340,000	185,680	525,680	
TIC - 2.67%	TID #8	0	13,135	13,135	
	TID #9	0	520	520	
	TID #10	0	23,515	23,515	
	TID #11	0	0	0	
	Sanitary Sewer Utility	170,000	50,630	220,630	
	Storm Water Utility	95,000	27,790	122,790	906,270
2020B $1,865,000	Redevelopment-Non TIF	0	15,253	15,253	
TIC - 1.54%	TID #9	181,000	7,003	188,003	203,256
2021 $11,750,000	Streets/Facilities/Equip.	190,000	144,500	334,500	
TIC - .937%	TID #7	0	4,400	4,400	
	TID #8	0	150	150	
	TID #9	0	200	200	
	TID #10	0	6,150	6,150	
	TID #11	0	4,400	4,400	
	Sanitary Sewer Utility	195,000	35,875	230,875	
	Storm Water Utility	115,000	23,875	138,875	719,550
2022 $16,230,000	Streets/Facilities/Equip.	40,000	305,350	345,350	
TIC - 1.74%	TID #7	75,000	23,625	98,625	
	TID #8	0	4,850	4,850	
	TID #9	0	300	300	
	TID #10	0	4,200	4,200	
	TID #11	0	21,450	21,450	
	Sanitary Sewer Utility	170,000	44,150	214,150	
	Storm Water Utility	125,000	32,225	157,225	846,150
Total Promissory Notes		*$6,326,000*	*$1,501,345*	*$7,827,345*	*$7,827,345*

Bonds

2004C $2,225,000	TID #7	2,880	70	2,950	
NIC - 4.952%	TID #8	247,120	6,180	253,300	256,250
2012C $4,410,000	TID #5	10,899	766	11,665	
NIC - 1.789%	TID #6	52,206	2,919	55,125	
	TID #7	215,700	13,294	228,994	
	TID #8	186,195	12,470	198,665	494,449

CITY OF NEENAH 2023 OPERATING BUDGET REQUEST PROGRAM COMMENTS		**Department/Office:** Finance		**Budget:** Debt Service Fund	
		Program: Debt Service Fund		**Submitted by:** Michael Easker	
Bonds (Cont'd)					
2013 $1,030,000 TIC - 3.27%	TID #6	105,000	5,985	110,985	110,985
2017 $3,785,000	TID #5	1,290	272	1,562	
TIC - 2.42%	TID #6	3,010	635	3,645	
	TID #7	77,400	16,335	93,735	
	TID #8	348,300	73,507	421,807	520,749
2017 $1,350,000 TIC - 2.92%	TID #10	60,000	38,700	98,700	98,700
2019 $1,450,000	TID #6	5,000	225	5,225	
TIC - 2.40%	TID #7	150,000	32,250	182,250	187,475
2022 $10,055,000 TIC - 2.40%	TID #8	75,000	170,980	245,980	245,980
Total General Obligation Bonds		*$1,540,000*	*$374,588*	*$1,914,588*	*$1,914,588*
		Principal	Interest	Sub-Total	Total
Other Debt					
Clean Water Fund Loans - G.O.					
2010 $411,652 NIC - 2.200%	Sanitary Sewer Utility	21,563	3,863	25,426	25,426
Total Clean Water Fund Loans - G.O.		*$21,563*	*$3,863*	*$25,426*	*$25,426*
Total G.O. Debt Service		**$7,887,563**	**$1,879,796**	**$9,767,359**	**$9,767,359**

CITY OF NEENAH 2023 OPERATING BUDGET REQUEST PROGRAM COMMENTS	Department/Office: Finance		Budget: Debt Service Fund	
	Program: Debt Service Fund		Submitted by: Michael Easker	
Clean Water Fund Loans - Revenue Bonds				
2009 $471,087 Storm Water Utility NIC - 3.153%	26,825	6,088	32,913	32,913
Total Storm Water Revenue Bonds	*$26,825*	*$6,088*	*$32,913*	*$32,913*
Capital Leases				
2013 CDA Lease Refunding - 2004 TID #8 NIC - 4.772%	1,240,000	40,920	1,280,920	$1,280,920
2016 CDA Lease Refunding - 2004 TID #8 TIC - 2.82%	35,000	86,782	121,782	$121,782
Total Capital Leases	*$1,275,000*	*$127,702*	*$1,402,702*	*$1,402,702*
Total Debt Service and Capital Leases	**$9,189,388**	**$2,013,586**	**$11,202,974**	**$11,202,974**
Less: Other Debt Service Funding				7,202,974
Net Tax Levy				**$4,000,000**

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Debt Service Fund
Program:	**Submitted by:**
Debt Service Fund	Michael Easker

Outstanding Indebtedness

General Obligation Promissory/Note Anticipation Notes	12/31/22	12/31/23	Principal Paid in '23
2013A $5,270,000 Capital Improvements/TID/Sanitary/Storm	630,000	0	630,000
2014A $4,685,000 Capital Improvements/TID/Sanitary/Storm	1,155,000	585,000	570,000
2015A $6,250,000 Capital Improvements/TID/Sanitary/Storm	1,460,000	995,000	465,000
2016A $6,500,000 Capital Improvements/TID/Sanitary/Storm	3,165,000	2,405,000	760,000
2017A $5,610,000 Capital Improvements/TID/Sanitary/Storm	2,640,000	2,010,000	630,000
2018A $8,295,000 Capital Improvements/TID/Sanitary/Storm	5,835,000	5,080,000	755,000
2019A $8,825,000 Capital Improvements/TID/Sanitary/Storm	7,435,000	6,615,000	820,000
2020A $9,895,000 Capital Improvements/TID/Sanitary/Storm	8,885,000	8,280,000	605,000
2020B $1,865,000 TID/Redevelopment (Non-TIF)	1,512,000	1,331,000	181,000
2021A $11,750,000 Capital Improvements/TID/Sanitary/Storm	11,440,000	10,940,000	500,000
2022A $16,230,000 Capital Improvements/TID/Sanitary/Storm	16,230,000	15,820,000	410,000
Total G.O. Promissory Notes	$60,387,000	$54,061,000	$6,326,000
General Obligation Bonds			
2004C $2,225,000 TID	250,000	0	250,000
2012C $4,410,000 Refunding - Cap. Improvements/TID/Storm	1,705,000	1,240,000	465,000
2013A $1,030,000 -Taxable Refunding-TID	210,000	105,000	105,000
2017A $3,785,000 -Refunding-Cap Improvements/TID/Storm	2,725,000	2,295,000	430,000
2017B $1,350,000 -Refunding-TID	1,180,000	1,120,000	60,000
2019A $1,450,000 -Taxable Refunding-TID	1,160,000	1,005,000	155,000
2019A $10,055,000 -Refunding-TID	9,895,000	9,820,000	75,000
Total G.O. Bonds	$17,125,000	$15,585,000	$1,540,000
Clean Water Fund Loans - G.O.			
2010 $411,652 Sanitary Sewer Utility	186,389	164,826	21,563
Total Clean Water Fund Loans - G.O.	$186,389	$164,826	$21,563
* Total City Outstanding Debt	$77,698,389	$69,810,826	$7,887,563

*** Note: Principal paid in 2023 excludes principal payments on Storm Water Revenue Bonds ($26,825) and CDA Capital Lease Obligations ($1,275,000). Including those payments, total debt principal scheduled for payment in 2023 is $9,189,388.**

CITY OF NEENAH 2023 OPERATING BUDGET REQUEST PROGRAM COMMENTS	**Department/Office:** Finance	**Budget:** Debt Service Fund
	Program: Debt Service Fund	**Submitted by:** Michael Easker

Legal Debt Limit Per Wisconsin Law

	G. O. Debt	State Statutory Limit		% of Statutory Limit
End of 2022:	$77,698,389	$136,570,500	(a)	56.9%
End of 2021:	59,783,488	127,355,770		46.9%
End of 2020:	55,308,133	122,007,255		45.3%
End of 2019:	50,603,334	118,707,995		42.6%
End of 2018:	48,858,100	110,483,105		44.2%
End of 2017:	47,792,440	104,764,240		45.6%
End of 2016:	47,201,364	99,583,005		47.4%
End of 2015:	46,794,880	96,652,750		48.4%
End of 2014:	46,507,999	95,917,120		48.5%
End of 2013:	47,963,383	92,645,375		51.8%

(a) City Equalized Valuation 1/1/22	$2,731,410,000
Percent Limit of G.O. Debt	x 5%
Amount Limit of G.O. Debt	$136,570,500

*** Total Debt Including Storm Water Revenue and CDA Lease Revenue Bonds**

End of 2022:	$82,399,886	$136,570,500	60.3%
End of 2021:	75,525,990	127,355,770	59.3%
End of 2020:	72,245,845	122,007,055	59.2%
End of 2019:	68,690,485	118,707,995	57.9%
End of 2018:	68,086,251	110,483,105	61.6%
End of 2017:	70,272,441	104,764,240	67.1%
End of 2016:	69,987,542	99,583,005	70.3%
End of 2015:	70,201,587	96,652,750	72.6%
End of 2014:	71,177,257	95,917,120	74.2%
End of 2013:	69,033,483	92,645,375	74.5%

CITY OF NEENAH
SUMMARY OF OUTSTANDING
GENERAL OBLIGATION LONG-TERM DEBT
AS OF DECEMBER 31, 2022

Outstanding Principal Balances

Year Ended	Amount	% of Statutory Limit
2001	26,953,231	38.4
2002	31,275,581	42.6
2003	32,130,505	41.4
2004	33,352,670	39.6
2005	38,242,106	45.6
2006	45,643,246	49.5
2007	47,264,608	50.7
2008	47,044,457	48.7
2009	46,871,594	47.3
2010	46,234,545	48.2
2011	45,302,933	47.3
2012	46,124,943	50.1
2013	47,963,383	51.8
2014	46,507,999	48.5
2015	46,794,880	48.4
2016	47,201,364	47.4
2017	47,792,440	45.6
2018	48,858,100	44.2
2019	50,603,334	42.6
2020	55,308,133	45.3
2021	59,783,488	46.9
2022	77,698,389	56.9
2023	69,810,826	n/a
2024	60,835,788	n/a
2025	51,788,266	n/a
2026	42,683,248	n/a
2027	33,890,724	n/a
2028	23,409,682	n/a
2029	15,299,111	n/a
2030	8,730,000	n/a
2031	3,705,000	n/a
2032	455,000	n/a
2033	370,000	n/a
2034	280,000	n/a
2035	190,000	n/a
2036	95,000	n/a
2037	0	n/a

Excludes 2023 Estimated Borrowing for 2023 Capital Projects. Excludes Storm Water Revenue Bonds and CDA Lease Revenue Bonds.

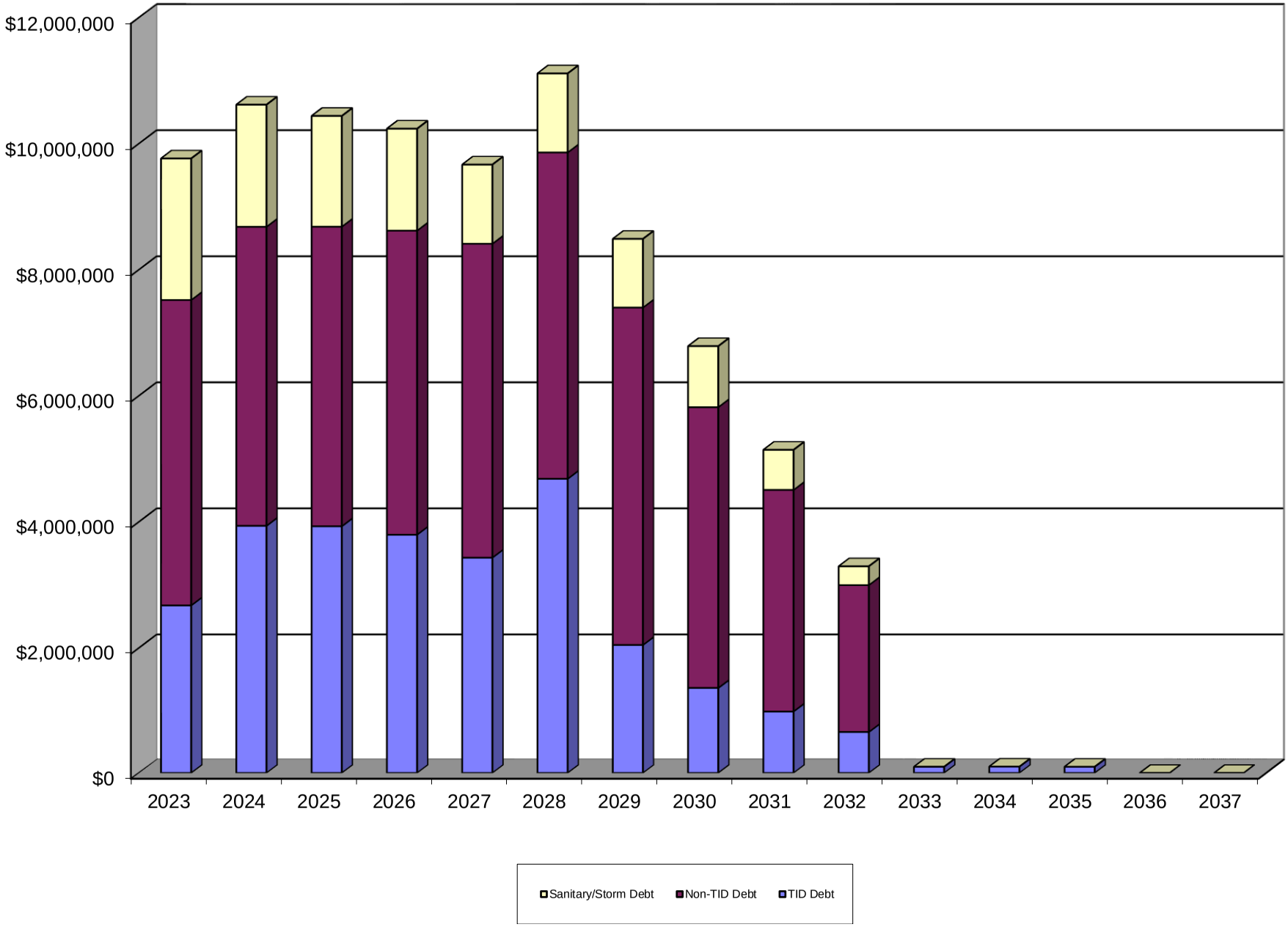
CITY OF NEENAH
SCHEDULE OF FUTURE TOTAL ANNUAL
G. O. DEBT SERVICE PAYMENTS
AS OF DECEMBER 31, 2022

TID Supported G. O. Debt					Non-TID Property Tax Supported G. O. Debt			
Year	Principal	Interest	Total	%	Principal	Interest	Total	%
2023	2,116,000	561,584	2,677,584		3,834,200	1,010,893	4,845,093	
2024	3,433,000	507,551	3,940,551		3,857,120	886,425	4,743,545	
2025	3,500,000	433,556	3,933,556		3,990,100	761,789	4,751,889	
2026	3,447,000	352,576	3,799,576		4,188,140	635,376	4,823,516	
2027	3,160,000	275,309	3,435,309		4,480,000	499,593	4,979,593	
2028	4,490,000	196,645	4,686,645		4,807,500	368,999	5,176,499	
2029	1,960,000	90,705	2,050,705		5,106,000	246,367	5,352,367	
2030	1,310,000	52,840	1,362,840		4,314,000	144,916	4,458,916	
2031	950,000	34,875	984,875		3,450,000	75,025	3,525,025	
2032	635,000	21,700	656,700		2,320,000	23,200	2,343,200	
2033	85,000	13,650	98,650		0	0	0	
2034	90,000	11,100	101,100		0	0	0	
2035	90,000	8,400	98,400		0	0	0	
2036	95,000	5,700	100,700		0	0	0	
2037	95,000	2,850	97,850		0	0	0	
	$25,456,000	$2,569,041	$28,025,041	32.57%	$40,347,060	$4,652,583	$44,999,643	52.27%

Sanitary/Storm Utility Supported G. O. Debt					Total G. O. Debt			
Year	Principal	Interest	Total	%	Principal	Interest	Total	%
2023	1,937,363	307,320	2,244,683		7,887,563	1,879,797	9,767,360	
2024	1,684,918	251,616	1,936,534		8,975,038	1,645,592	10,620,630	
2025	1,557,422	199,459	1,756,881		9,047,522	1,394,804	10,442,326	
2026	1,469,878	147,131	1,617,009		9,105,018	1,135,083	10,240,101	
2027	1,152,524	102,934	1,255,458		8,792,524	877,836	9,670,360	
2028	1,183,542	70,208	1,253,750		10,481,042	635,852	11,116,894	
2029	1,044,571	44,188	1,088,759		8,110,571	381,260	8,491,831	
2030	945,111	23,796	968,907		6,569,111	221,552	6,790,663	
2031	625,000	10,450	635,450		5,025,000	120,350	5,145,350	
2032	295,000	2,950	297,950		3,250,000	47,850	3,297,850	
2033	0	0	0		85,000	13,650	98,650	
2034	0	0	0		90,000	11,100	101,100	
2035	0	0	0		90,000	8,400	98,400	
2036	0	0	0		95,000	5,700	100,700	
2037	0	0	0		95,000	2,850	97,850	
	$11,895,329	$1,160,052	$13,055,381	15.17%	$77,698,389	$8,381,676	$86,080,065	100.00%

* Excludes 2023 Estimated Borrowing for 2023 Capital Projects. Excludes Storm Water Revenue Bonds and CDA Lease Revenue Bonds.

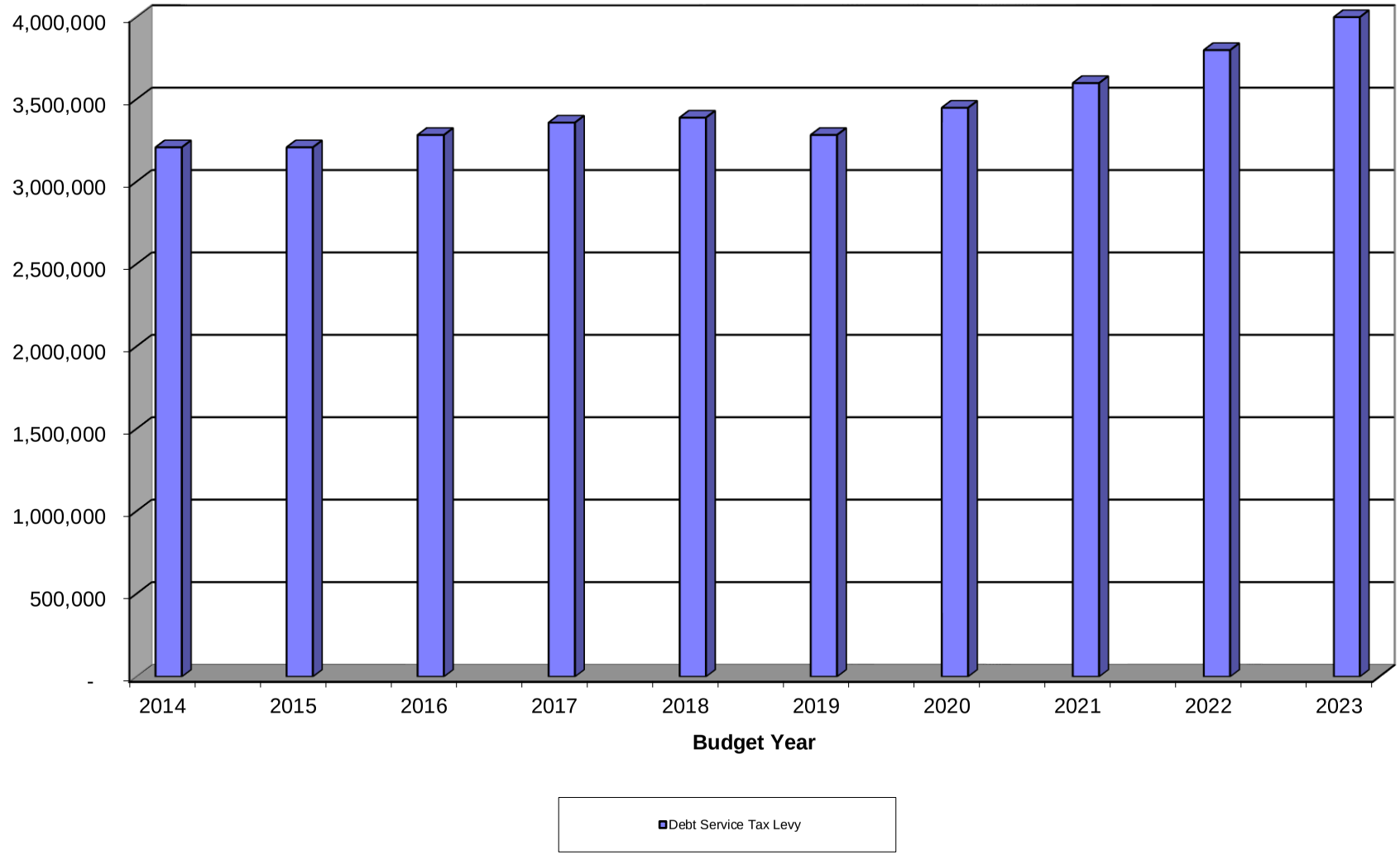
CITY OF NEENAH
Schedule of Future Annual Debt Service Payments
For All G.O. Debt Issued as of September 30, 2022



CITY OF NEENAH
ANNUAL DEBT SERVICE TAX LEVY
2014-2023

Year	$ Levy	$ Change	% Change
2014	3,210,000	n/a	n/a
2015	3,210,000	0	0.00%
2016	3,285,000	75,000	2.34%
2017	3,360,000	75,000	2.28%
2018	3,390,000	30,000	0.89%
2019	3,285,000	(105,000)	-3.10%
2020	3,450,000	165,000	5.02%
2021	3,600,000	150,000	4.35%
2022	3,800,000	200,000	5.56%
2023	4,000,000	200,000	5.26%
Ten-Year Average			2.73%

CITY OF NEENAH
Annual Debt Service Levy
2014-2023



CITY OF NEENAH
2023 EXECUTIVE BUDGET
CAPITAL PROJECT FUNDS
MAYOR RECOMMENDED

GENERAL SUMMARY

Streets, Pedestrian Routes, Traffic Signals

Expenditures	Dept. Request	Mayor Proposed	Total Reductions Proposed
Street Projects	$5,105,000	$5,267,500	($162,500)
Pedestrian Routes	613,000	613,000	0
Traffic Signals	60,000	60,000	0
Total Expenditures	**$5,778,000**	**$5,940,500**	**($162,500)**

Funding Sources	Dept. Request	Mayor Proposed	Total Reductions Proposed
General Obligation Borrowing-Gen. Tax Supported	$5,778,000	$5,940,500	($162,500)
Use of Reserves	0	0	0
Total Funding Sources	**$5,778,000**	**$5,940,500**	**($162,500)**

Tax Incremental Financing

Expenditures	Dept. Request	Mayor Proposed	Total Reductions Proposed
TIF #8 Original (Doty Island Redevelopment)	16,250	16,250	0
TIF #9 Original (US Hwy. 41 Industrial)	61,250	61,250	0
TIF #10 Original (Near Downtown District)	16,250	16,250	0
TIF #11 Original (Pendleton Development Area)	141,250	141,250	0
TIF #12 Original (Bridgewood Development Area)	865,000	865,000	0
Total Expenditures	**$1,100,000**	**$1,100,000**	**$0**

Funding Sources	Dept. Request	Mayor Proposed	Total Reductions Proposed
General Obligation Borrowing-TIF #8	16,250	16,250	0
General Obligation Borrowing-TIF #9	61,250	61,250	0
General Obligation Borrowing-TIF #10	16,250	16,250	0
General Obligation Borrowing-TIF #11	141,250	141,250	0
General Obligation Borrowing-TIF #12	865,000	865,000	0
Total Funding Sources	**1,100,000**	**1,100,000**	**-**

Redevelopment (Non-TIF)

Expenditures	Dept. Request	Mayor Proposed	Total Reductions Proposed
Redevelopment (Non-TIF) Projects	$50,000	$50,000	$0
Total Expenditures	**$50,000**	**$50,000**	**$0**

Funding Sources	Dept. Request	Mayor Proposed	Total Reductions Proposed
General Obligation Borrowing-Gen. Tax Supported	$50,000	$50,000	$0
Total Funding Sources	**$50,000**	**$50,000**	**$0**

CITY OF NEENAH
2023 EXECUTIVE BUDGET
CAPITAL PROJECT FUNDS
MAYOR RECOMMENDED

GENERAL SUMMARY
(cont.)

Facilities

Expenditures	Dept. Request	Mayor Proposed	Total Reductions Proposed
Administration Building	$275,000	$275,000	$0
Police	420,000	420,000	0
Fire (100%)	180,000	180,000	0
Public Works	367,500	367,500	0
Library	301,000	301,000	0
Bergstrom-Mahler Museum	35,000	25,000	10,000
Park & Recreation	3,448,500	813,000	2,635,500
Cemetery	0	0	0
Total Expenditures	**$5,027,000**	**$2,381,500**	**$2,645,500**

Funding Sources	Dept. Request	Mayor Proposed	Total Reductions Proposed
General Obligation Borrowing-Gen. Tax Supported	$4,447,000	$2,381,500	$2,065,500
Private Donations - Arrowhead	580,000	0	580,000
Total Funding Sources	**$5,027,000**	**$2,381,500**	**$2,065,500**

Capital Equipment

Expenditures	Dept. Request	Mayor Proposed	Total Reductions Proposed
DOLAS	$2,760	$2,760	0
Information Systems	400,000	400,000	0
Police	415,820	415,820	0
Fire/Rescue (60.34% of Consolidated Department)	497,260	497,260	0
Public Works/Recycling	1,642,000	1,642,000	0
Community Development	36,600	36,600	0
Library	23,000	23,000	0
Parks and Recreation	60,000	60,000	0
Cemetery	0	0	0
Total Expenditures	**$3,077,440**	**$3,077,440**	**$0**

Funding Sources	Dept. Request	Mayor Proposed	Total Reductions Proposed
General Obligation Borrowing-Gen. Tax Supported	$3,077,440	$3,077,440	$0
Total Funding Sources	**$3,077,440**	**$3,077,440**	**$0**

Utilities - Sanitary Sewer and Storm Water

Expenditures	Dept. Request	Mayor Proposed	Total Reductions Proposed
Sanitary Sewer Projects	$2,444,000	$2,506,500	($62,500)
Storm Water Projects	1,042,000	1,067,000	(25,000)
Total Expenditures	**$3,486,000**	**$3,573,500**	**($87,500)**

Funding Sources	Dept. Request	Mayor Proposed	Total Reductions Proposed
General Obligation Borrowing-San. Sewer Supported	$2,444,000	$2,506,500	($62,500)
General Obligation Borrowing-Storm Water Supported	1,042,000	1,067,000	(25,000)
Use of Reserves-Storm Water	0	0	0
Total Funding Sources	**$3,486,000**	**$3,573,500**	**($87,500)**

CITY OF NEENAH
2023 EXECUTIVE BUDGET
CAPITAL PROJECT FUNDS
MAYOR RECOMMENDED

GENERAL SUMMARY
(cont.)

EXPENDITURE SUMMARY

Expenditures	Dept. Request	Mayor Proposed	Total Reductions Proposed
Streets, Pedestrian Routes, Traffic Signals	$5,778,000	$5,940,500	($162,500)
Tax Incremental Financing	1,100,000	1,100,000	0
Redevelopment (Non-TIF)	50,000	50,000	0
Facilities	5,027,000	2,381,500	2,645,500
Capital Equipment	3,077,440	3,077,440	0
Utilities - Sanitary and Storm Sewer	3,486,000	3,573,500	(87,500)
Total Expenditures	**$18,518,440**	**$16,122,940**	**$2,395,500**

FUNDING SOURCES SUMMARY

Funding Sources	Dept. Request	Mayor Proposed	Total Reductions Proposed
General Obligation Borrowing			
General Obligation Borrowing-TIF Supported	$1,100,000	1,100,000	$0
General Obligation Borrowing-San. Sewer Supported	2,444,000	2,506,500	(62,500)
General Obligation Borrowing-Storm Utility Supported	1,042,000	1,067,000	(25,000)
General Obligation Borrowing-Gen. Tax Supported	13,352,440	11,449,440	1,903,000
General Obligation Borrowing-Total	**$17,938,440**	**$16,122,940**	**$1,815,500**
Use of Reserves	0	0	0
Private Contributions/Grants/ARPA Funding	580,000	0	580,000
Total Funding Sources	**$18,518,440**	**$16,122,940**	**$2,395,500**

Bank Qualified Limit	**10,000,000**	**10,000,000**
Bank Qual. Limit Less Proposed Borrowing	**($7,938,440)**	**($6,122,940)**

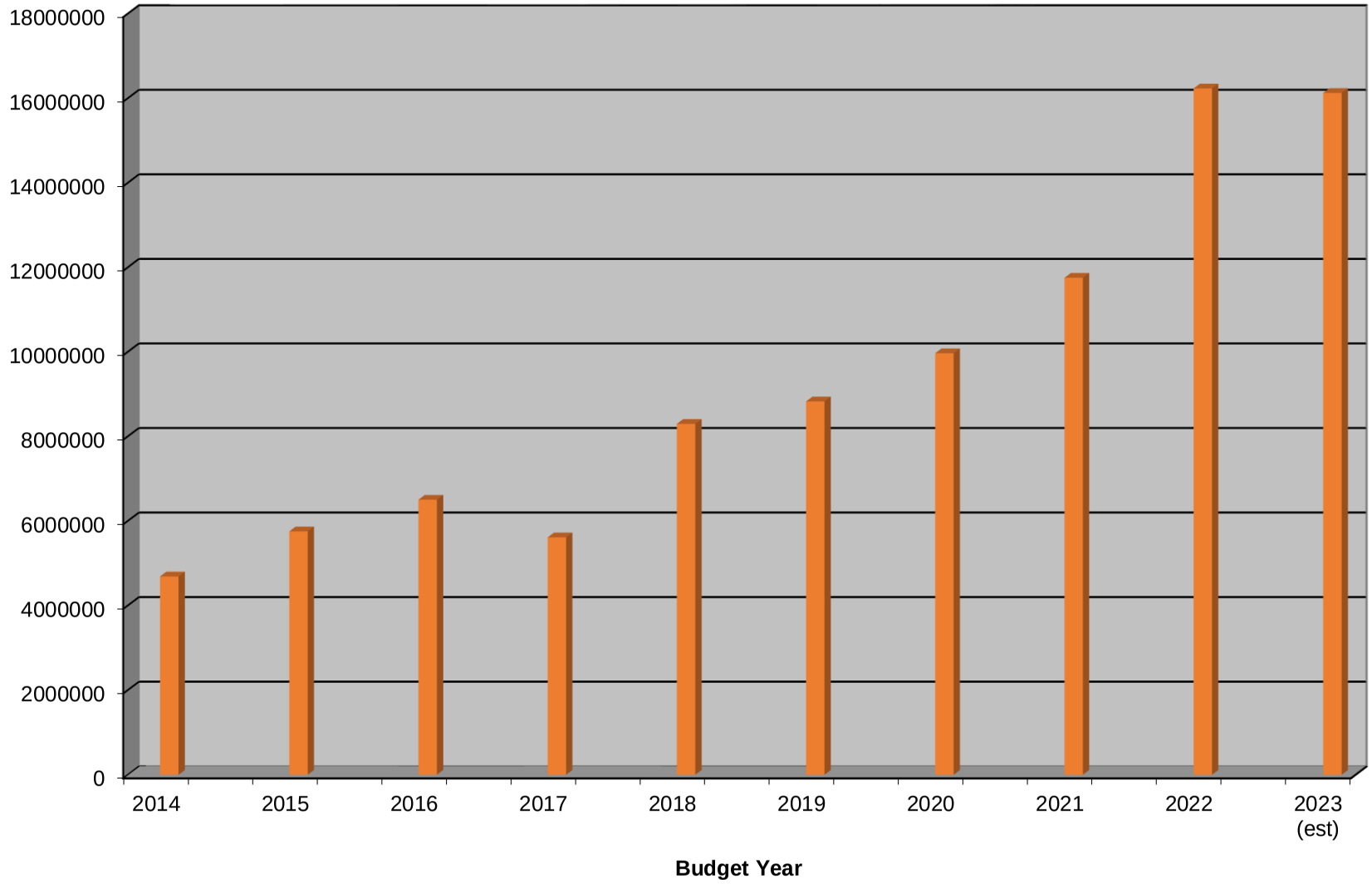
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CITY OF NEENAH
Annual G. O. Capital Borrowing
Budget Years 2014-2023

Year	Capital Borrowing	Annual Change	% Change
2014	4,685,000	n/a	n/a
2015	5,750,000	1,065,000	22.73%
2016	6,500,000	750,000	13.04%
2017	5,610,000	(890,000)	-13.69%
2018	8,295,000	2,685,000	47.86%
2019	8,825,000	530,000	6.39%
2020	9,964,130	1,139,130	12.91%
2021	11,750,000	1,785,870	17.92%
2022	16,230,000	4,480,000	38.13%
2023 (est)	16,122,940	(107,060)	-0.66%
10 Yr. Average	$9,373,207	$1,270,882	16.07%

* Excludes Storm Water Revenue Bonds and CDA Lease Revenue Bonds.

CITY OF NEENAH
Annual G. O. Capital Borrowing
Budget Years 2014-2023



CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM IN BRIEF
MAYOR'S RECOMMENDATION

BUDGETED RESOURCES

	2023 PROGRAM
Capital Borrowing Proceeds	$16,122,940
Use of Reserves	0
Private Contributions/Grant/ARPA Funding	0
***TOTAL RESOURCES**	**$16,122,940**

BUDGETED EXPENDITURES

	2023 PROGRAM
Streets	$5,267,500
Pedestrian Routes	613,000
Traffic Signals	60,000
Total Streets, Pedestrian Routes, Traffic Signals	**5,940,500**
TIF #8 Original (Doty Island Redevelopment)	16,250
TIF #9 (U.S.Hwy. 41 Industrial)	61,250
TIF #10 (Near Downtown District)	16,250
TIF #11 (Pendleton Development Area)	141,250
TIF #12 (Bridgewood Development Area)	865,000
Total TIF's	**1,100,000**
Redevelopment	**50,000**
Public Facilities	**2,381,500**
Capital Equipment	**3,077,440**
Sanitary Sewer Projects	**2,506,500**
Storm Sewer Projects	**1,067,000**
***TOTAL EXPENDITURES**	**$16,122,940**

*Excludes Water Utility

STREETS, PEDESTRIAN ROUTES, TRAFFIC CONTROL PROGRAM MAYOR'S RECOMMENDATION

2023 PROGRAM FUNDING

General Obligation Capital Borrowing Proceeds	$5,940,500
Use of Reserves	0
Total 2023 Program Funding	**$5,940,500**

2023 PROGRAM EXPENDITURES

Major Streets	$365,000
Street Upgrades - City Initiated	1,331,500
Street Upgrades - Citizen Petitioned	0
Railroad Crossing	0
General Street Resurfacing	0
Streets Under Improvement Contracts	3,316,000
Pavement Repair (Streets/Bridges)	255,000
Pedestrian Routes	613,000
Traffic Control	60,000
Total 2023 Program Expenditures	**$5,940,500**

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Public Infrastructure Fund
Program:	**Submitted by:**
Capital Program Funds	Michael K. Easker

2023 Proposed Budget

The Public Infrastructure Fund accounts for all capital improvement to public streets, bridges, pedestrian routes and traffic control.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$4,021,890	$3,822,355	$3,822,355	$3,386,460
Revenues				
Intergovernmental	63,807	0	0	0
Miscellaneous	92,509	0	0	0
Debt Issuance	2,738,500	3,075,000	3,075,000	5,940,500
Transfers in	0	25,000	25,000	0
Total Revenues	2,894,816	3,100,000	3,100,000	5,940,500
Expenditures				
Capital Outlay - Current Budget	3,094,351	3,100,000	3,100,000	5,940,500
Transfers out	0	0	0	0
Total Expenditures	3,094,351	3,100,000	3,100,000	5,940,500
Excess Revenues Over (Under) Expenditures	(199,535)	0	0	0
Fund Balance December 31 (Before Carry Forwards)	$3,822,355	$3,822,355	$3,822,355	$3,386,460
Capital Outlay - Carry Forwards	435,895	435,895	435,895	0
Fund Balance December 31 (After Carry Forwards)	$3,386,460	$3,386,460	$3,386,460	$3,386,460

Public Infrastructure Carry Forwards to 2022 from Adopted CIP

PROJECT DESCRIPTION	Department Request	Mayor Proposed	Council Adopted
Shooting Star/Armstrong-2015 (Streets)	$46,022	$46,022	$46,022
Industrial Drive-2017 (Streets)	130,408	130,408	130,408
Traffic Signal Interconnect-2020 (Traffic Control)	27,080	27,080	27,080
Traffic Signal Cabinet Upgrades-2020 (Traffic Contr)	11,845	11,845	11,845
Undesignated New Subdivision (Streets)	50,000	50,000	50,000
Undesignated Street Repair (Streets)	40,164	40,164	40,164
Recable Two Intersections (Traffic Control)	10,000	10,000	10,000
Commercial/Columbian Signals (Traffic Control)	35,000	35,000	35,000
Misc. Sidewalk Repairs (Sidewalks)	85,376	85,376	85,376
Total Carry Forwards Funds to 2021	$435,895	$435,895	$435,895

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
2023 STREETS, PEDESTRIAN ROUTES, TRAFFIC CONTROL			
2023 STREETS			
Major Streets			
1. S. Commercial Street (Stanley - Winneconne)/8,135 ft. (4,5) Year two of funding for professional services for design of street construction, storm sewer construction and real estate management. All services to be performed in compliance with WisDOT requirements. Future construction intended to be funded in part through STP-Urban program.	$250,000	$250,000	
2. Commercial Street/Winneconne Avenue Intersection Improvement. Project to modify southbound approach lanes to better align with lane configuration to be used in the S. Commercial Street reconstuction and reduce vehicle merge conflicts. Request is for real estate acquisition services and real estate.	115,000	$115,000	
Subtotal 2023 Major Streets	**$365,000**	**$365,000**	
Street Upgrades-City Initiated			
Curb, gutter, bituminous pavement unless otherwise noted. The condition of each street is classified from (10) new to (1) completely deteriorated.			
1. Chestnut Street (Oak - Division)/2,590 ft. (2,3) **Reconstruct.** Coordinate with utility construction.	$710,000	$710,000	
2. Dieckhoff Street (Oak - Chestnut)/370 ft. (3) **Resurface.** Coordinate with utility construction.	61,000	61,000	
3. Burr Avenue (Oak - Elm)/317 ft. (3) **Reconstruct.** Coordinate with utility construction.	89,000	89,000	

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
4. Memorial Park area courts Hughes Court/540 ft. (2) Memorial Court/230 ft. (3) Charles Court/225 Ft. (2) Patrick Court/240 ft. (2) **Resurface.** Coordinate with utility construction. *Adopted Spring CIP - 2024*	309,000	309,000	Addressing signficiant need for improvement as identified by residents; moving Elm, Reed, and Laudan to 2024
5. Engineering/Administrative costs related to 2023 CIP projects. Transfer to City's General Fund.	0	162,500	Borrow for engineering costs to help City's operating budget
Subtotal 2023 Street Upgrades-City Initiated	**$1,169,000**	**$1,331,500**	
Street Upgrades Citizen Petitioned **Currently no petitions are on file. However, it is likely representatives from various areas of the City may request curb and gutter street improvements. These projects will be scheduled according to guidelines and within resources.**	**$0**	**$0**	
Railroad Crossings	**$0**	**$0**	
Subdivision Streets Under Improvement Contracts			
1. Liberty Heights Subdivision. Existing 2" asphalt streets. Construct curb/gutter streets. Amendment Dr / 1,650 ft. Anthem Dr / 730 ft. Briggs Ln / 405 ft. Buser Dr / 600 ft. Hedgeview Dr / 1,790 ft. Highland Dr / 1,105 ft. Nation Ct / 260 ft. Plains Av / 1,770 ft. Presidential Dr / 270 ft. *Est. Assessments/Direct Costs: $2,031,000*	$2,031,000	$2,031,000	

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
2. Integrity Acres/First Addition to Integrity Acres Subdivisions Existing gravel streets. Construct curb/gutter streets. Integrity Way / 1,295 ft. Respect Av / 1,000 ft. Honor St / 1,005 ft. *Est. Assessments/Direct Costs: $743,000*	743,000	743,000	
3. Arthur Plat Existing 2" asphalt streets. Construct curb/gutter streets. Amber Ln / 540 ft. *Est. Assessments/Direct Costs: $129,000*	129,000	129,000	
4. Cardinal Plat Existing gravel streets. Construct curb/gutter streets. Cardinal Circle / 836 ft. Lone Oak Drive / 642 ft. Paintbrush Road / 155 ft. *Est. Assessments/Direct Costs: $363,000*	363,000	363,000	
5. Undesignated new subdivision/2,000 ft. - 2" bituminous surface. *Estimated Escrow/Assessments: $50,000*	50,000	50,000	
Subtotal 2023 Subdivision Streets Under Improvement Contracts *Est. Assessments/Direct Costs:* ***$3,316,000***	**$3,316,000**	**$3,316,000**	
General Street and Bridge Repair			
1. Undesignated concrete and asphalt pavement repair.	$200,000	$200,000	
2. Annual pavement markings.	55,000	55,000	
Subtotal 2023 General Street and Bridge Repair	**$255,000**	**$255,000**	
TOTAL ALL 2023 STREETS ***Estimated Assessments: $3,316,000***	**$5,105,000**	**$5,267,500**	

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
2023 PEDESTRIAN ROUTES			
New Pedestrian Routes			
1. Liberty Heights Subdivision. Sidewalk installation on both sides per subdivision plat. 9,220 total feet of sidewalk. Briggs Ln / 810 feet of sidewalk. Hedgeview Dr / 3,580 feet of sidewalk. Highland Dr / 2,210 feet of sidewalk. Plains Av / 2,080 feet of sidewalk. Presidential Dr / 540 feet of sidewalk. *Estimated Assessments: $323,000*	$323,000	$323,000	
2. Integrity Acres and First Addition. Infill remaining sidewalk per development agreement. 3,375 total feet of sidewalk. Integrity Way / 2,480 ft. Sidewalk on both sides. Honor St / 895 ft. Sidewalk on the east side. *Estimated Assessments: $118,125*	118,000	$118,000	
3. Cardinal Plat. Sidewalk installation per development agreement. 1,330 feet of sidewalk. Lone Oak Drive / 1,200 ft. Sidewalk on both sides. Paintbrush Rd / 130 ft. Sidewalk on south side. *Estimated Assessments: $46,550*	47,000	$47,000	
Subtotal 2023 New Pedestrian Routes ***Estimated Assessments: $487,675***	**$488,000**	**$488,000**	

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
Pedestrian Routes Replacement/Repair			
1. Undesignated.	$125,000	$125,000	
Subtotal 2023 Pedestrian Routes Replacement/Repair (Sidewalks and Trails)	**$125,000**	**$125,000**	
TOTAL ALL 2023 PEDESTRIAN ROUTES	**$613,000**	**$613,000**	
Estimated Assessments: ***$487,675***			
2023 TRAFFIC CONTROL			
1. Library Bumpout - Wisconsin Avenue The Yellow Lot on the south side of Wisconsin Avenue serves library employees. There is not a readily available crosswalk to cross Wisconsin. The bumpout with a crosswalk will provide a visible and safer crossing point. Approximately 6 on-street parking spaces will be lost.	$40,000	$40,000	
2. Bell Street - ADA improvements to traffic signals.	$20,000	$20,000	
TOTAL ALL 2023 TRAFFIC CONTROL	**$60,000**	**$60,000**	
TOTAL ALL 2023 STREETS, PEDESTRIAN ROUTES AND TRAFFIC CONTROL PROJECTS	**$5,778,000**	**$5,940,500**	

TAX INCREMENTAL FINANCING DISTRICTS
MAYOR'S RECOMMENDATION

2023 PROGRAM FUNDING

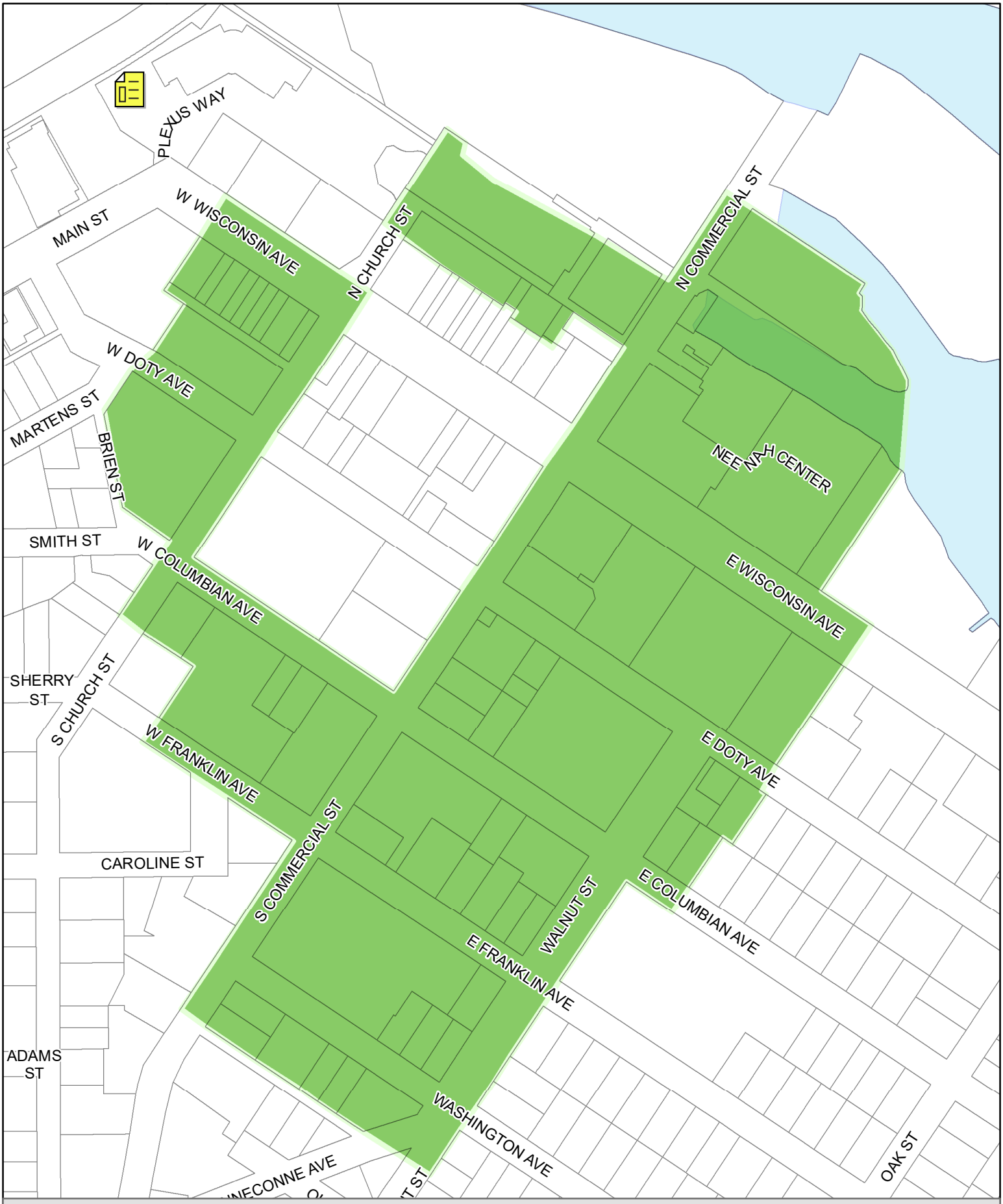
General Obligation Capital Borrowing Proceeds	$1,100,000
Use of Reserves	0
Total 2023 Program Funding	**$1,100,000**

2023 PROGRAM EXPENDITURES

TIF #8 (Doty Island Redevelopment)	16,250
TIF #9 (U.S. Hwy. 41 Industrial)	61,250
TIF #10 (Near Downtown District)	16,250
TIF #11 (Near Pendleton Development Area)	141,250
TIF #12 (Bridgewood Development Area)	865,000
Total 2023 Program Expenditures	**$1,100,000**

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PLEXUS WAY
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N CHURCH ST
N COMMERCIAL ST
W DOTY AVE
MARTENS ST
BRIEN ST
NEE-NAH CENTER
SMITH ST
W COLUMBIAN AVE
E WISCONSIN AVE
SHERRY ST
S CHURCH ST
W FRANKLIN AVE
E DOTY AVE
CAROLINE ST
S COMMERCIAL ST
WALNUT ST
E COLUMBIAN AVE
E FRANKLIN AVE
ADAMS ST
WASHINGTON AVE
OAK ST
NECONNE AVE

TID No. 5

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	T.I.F. District #5 Fund
Program:	**Submitted by:**
Capital Program Funds	Michael K. Easker

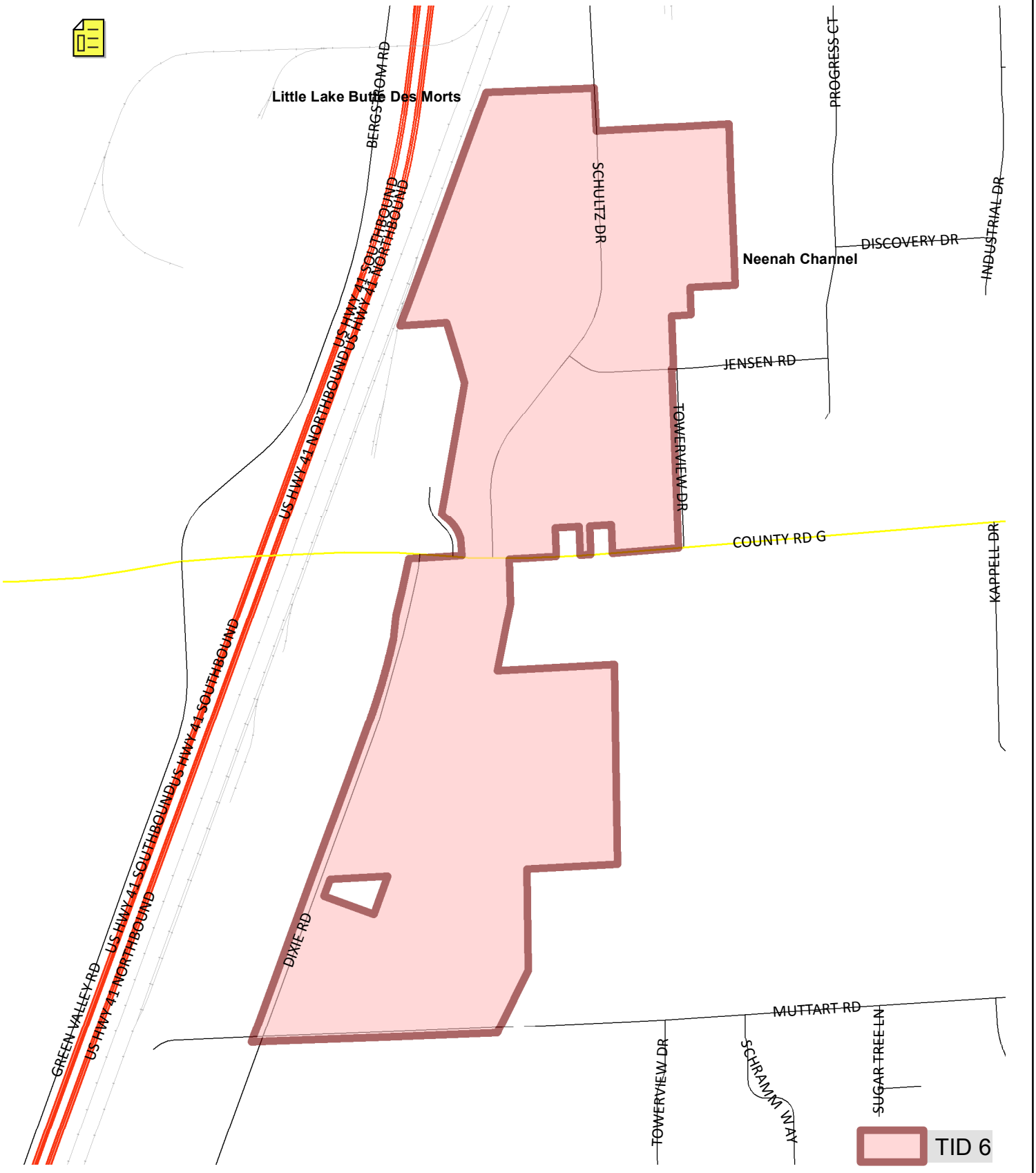
2023 Proposed Budget

The Tax Incremental Financing District #5 Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning and project support within T.I.F. District #5.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$220,586	$0	$0	$0
Revenues				
Intergovernmental	0	0	0	0
Miscellaneous	1,578	0	0	0
Debt Issuance	0	0	0	0
Transfers In	0	0	0	0
Total Revenues	1,578	0	0	0
Expenditures				
Capital Outlay - Current Budget	0	0	0	0
Transfers out	222,164	0	0	0
Total Expenditures	222,164	0	0	0
Excess Revenues Over (Under) Expenditures	(220,586)	0	0	0
Fund Balance December 31 (Before Carry Forwards)	$0	$0	$0	$0
Capital Outlay - Carry Forwards	0	0	0	0
Fund Balance December 31 (After Carry Forwards)	$0	$0	$0	$0

TIF #5 Carry Forwards to 2022 from Adopted CIP

PROJECT DESCRIPTION	Department Request	Mayor Proposed	Council Adopted
None.			



Tax Increment District 6
Boundary Map

Neenah
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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	T.I.F. District #6 Fund
Program:	**Submitted by:**
Capital Program Funds	Michael K. Easker

2023 Proposed Budget

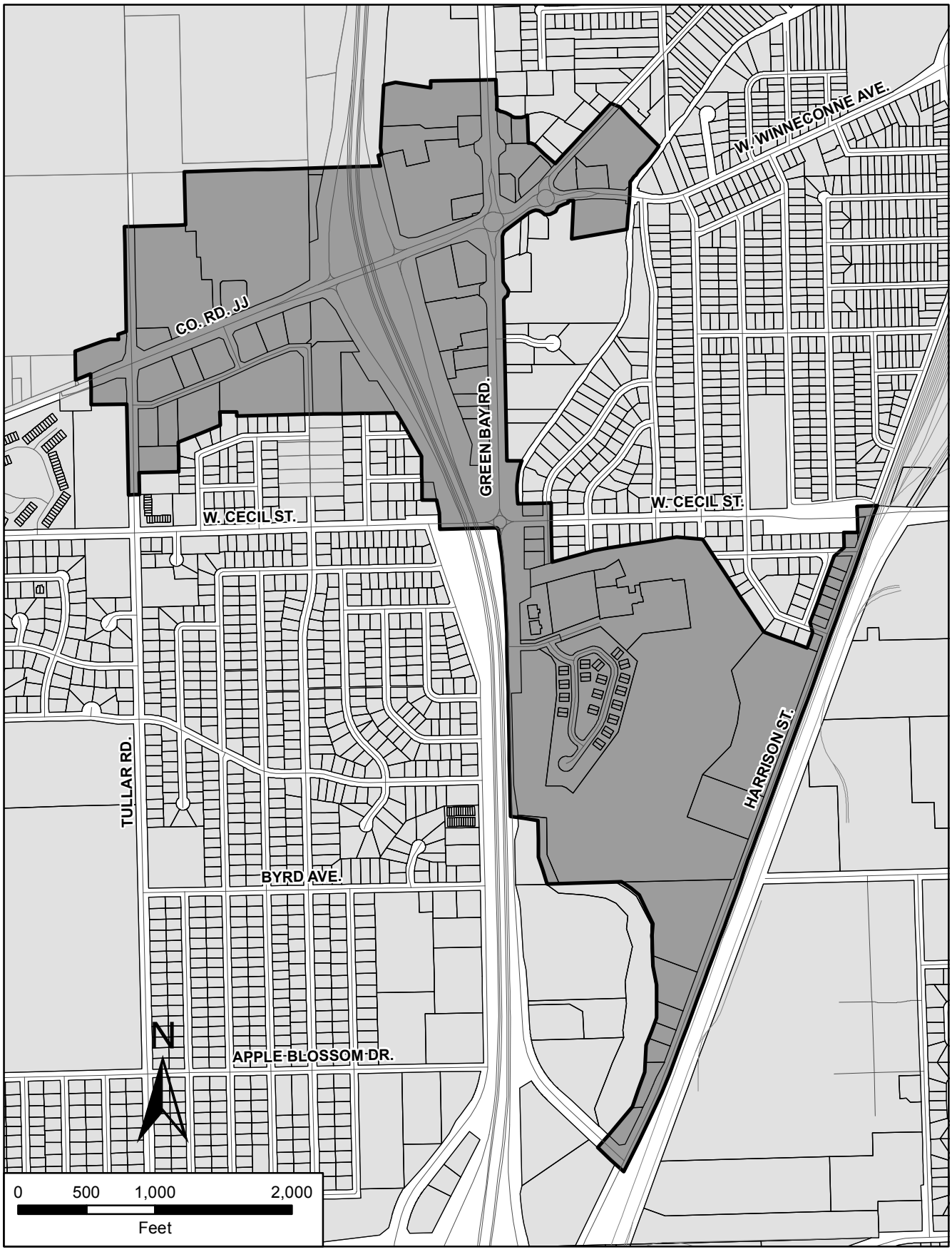
The Tax Incremental Financing District #6 Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning and project support within T.I.F. District #6.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$94,039	$0	$0	$0
Revenues				
Intergovernmental	0	0	0	0
Miscellaneous	0	0	0	0
Debt Issuance	0	0	0	0
Total Revenues	0	0	0	0
Expenditures				
Capital Outlay - Current Budget	0	0	0	0
Transfers out	94,039	0	0	0
Total Expenditures	94,039	0	0	0
Excess Revenues Over (Under) Expenditures	(94,039)	0	0	0
Fund Balance December 31 (Before Carry Forwards)	$0	$0	$0	$0
Capital Outlay - Carry Forwards	0	0	0	0
Fund Balance December 31 (After Carry Forwards)	$0	$0	$0	$0

TIF #6 Carry Forwards to 2022 from Adopted CIP

PROJECT DESCRIPTION	Department Request	Mayor Proposed	Council Adopted
None.			

TAX INCREMENT DISTRICT #7
City of Neenah, Wisconsin



CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	T.I.F. District #7 Fund
Program:	**Submitted by:**
Capital Program Funds	Michael K. Easker

2023 Proposed Budget

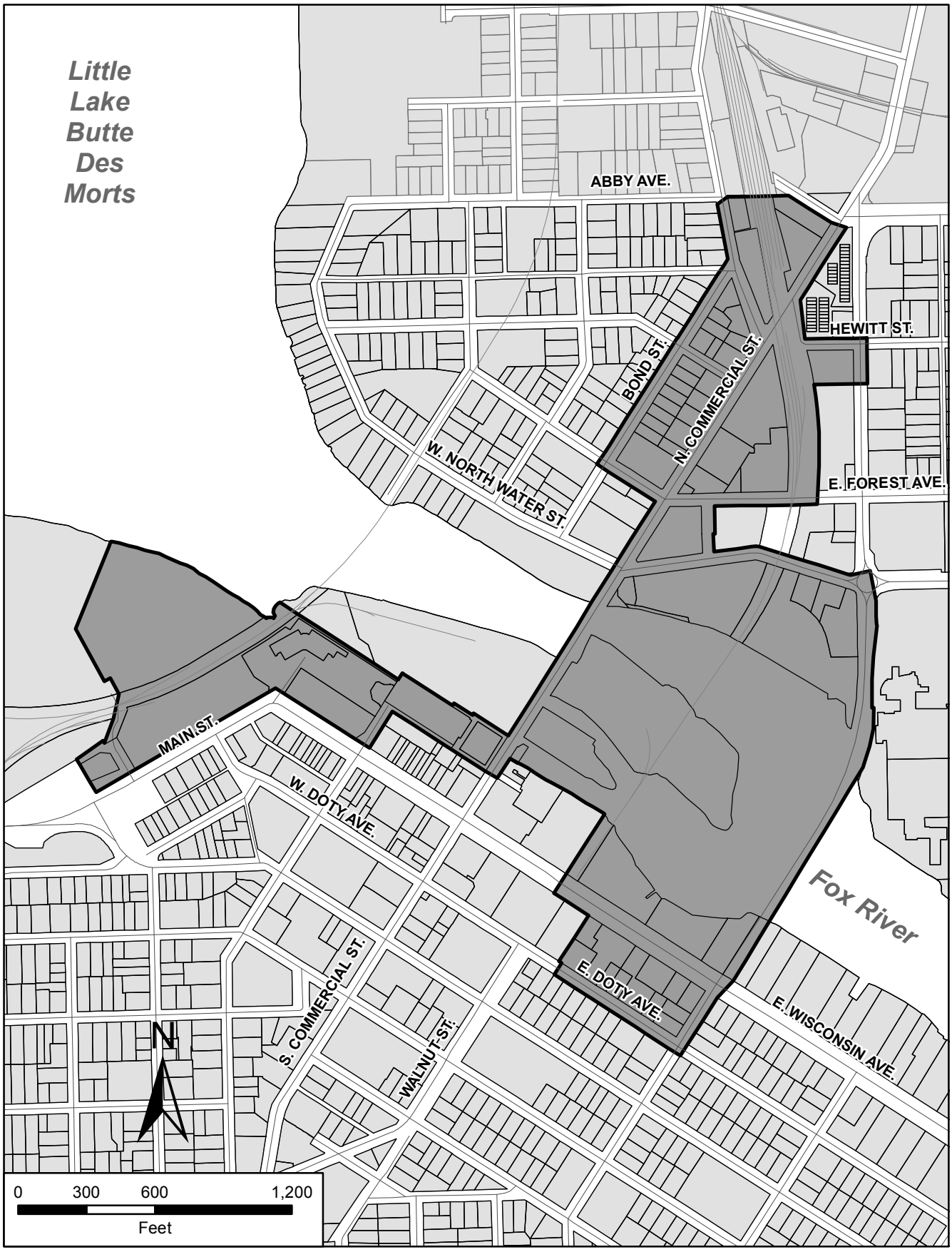
The Tax Incremental Financing District #7 Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning and project support within T.I.F. District #7.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$655,172	$783,299	$783,299	$59,046
Revenues				
Intergovernmental	0	0	0	0
Miscellaneous	24,660	0	575,000	0
Debt Issuance	440,000	35,000	35,000	0
Total Revenues	464,660	35,000	610,000	0
Expenditures				
Capital Outlay - Current Budget	336,533	35,000	35,000	0
Transfers out	0	0	0	0
Total Expenditures	336,533	35,000	35,000	0
Excess Revenues Over (Under) Expenditures	128,127	0	575,000	0
Fund Balance December 31 (Before Carry Forwards)	$783,299	$783,299	$1,358,299	$59,046
Capital Outlay - Carry Forwards	1,299,253	1,299,253	1,299,253	0
Fund Balance December 31 (After Carry Forwards)	($515,954)	($515,954)	$59,046	$59,046

TIF #7 Carry Forwards to 2022 from Adopted CIP

PROJECT DESCRIPTION	Department Request	Mayor Proposed	Council Adopted
Bridgewood Redevelopment (TIF 7)	100,000	100,000	100,000
Jewelers Drive Trail (TIF 7)	1,199,253	1,199,253	1,199,253
Total Funded Carry Forwards to 2022	1,299,253	1,299,253	1,299,253

TAX INCREMENT DISTRICT #8
City of Neenah, Wisconsin



CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	T.I.F. District #8 Fund
Program:	**Submitted by:**
Capital Program Funds	Michael K. Easker

2023 Proposed Budget

The Tax Incremental Financing District #8 Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning and project support within T.I.F. District #8.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$2,758,058	$2,587,768	$2,587,768	$2,244,150
Revenues				
Intergovernmental	0	0	0	0
Miscellaneous	248,000	0	0	0
Debt Issuance	15,000	10,000	10,000	16,250
Transfers In	170,000	170,000	170,000	115,000
Total Revenues	433,000	180,000	180,000	131,250
Expenditures				
Capital Outlay - Current Budget	603,290	10,000	10,000	16,250
Transfers out	0	0	0	0
Total Expenditures	603,290	10,000	10,000	16,250
Excess Revenues Over (Under) Expenditures	(170,290)	170,000	170,000	115,000
Fund Balance December 31 (Before Carry Forwards)	$2,587,768	$2,757,768	$2,757,768	$2,359,150
Capital Outlay - Carry Forwards	513,618	513,618	513,618	0
Fund Balance December 31 (After Carry Forwards)	$2,074,150	$2,244,150	$2,244,150	$2,359,150

* Note: Fund balance amount includes $2.188 million in debt reserve that is encumbered and unavailable.
Transfer planned of $115,000/yr for final year from TIF 8 Special Revenue Fund.

TIF #8 Carry Forwards to 2022 from Adopted CIP

PROJECT DESCRIPTION	Department Request	Mayor Proposed	Council Adopted
Downtown Parking-Multiple Years (TIF 8)	$270,000	$270,000	$270,000
Parking Ramp Signage-2019 (TIF 8)	39,490	39,490	39,490
Arrowhead Park-2013 (TIF 8)	204,128	204,128	204,128
Total Carry Forwards Funds to 2022	$513,618	$513,618	$513,618

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
Tax Increment District #8 - Doty Island/Neenah Riverwalk			
Project expenditures can be made through 9/4/2023.			
1. Planning/marketing/project support.	$10,000	$10,000	
2. Fox Cities Regional Partnership.	$6,250	$6,250	
Total 2023 Tax Increment District #8 - Doty Island/Neenah Riverwalk	**$16,250**	**$16,250**	

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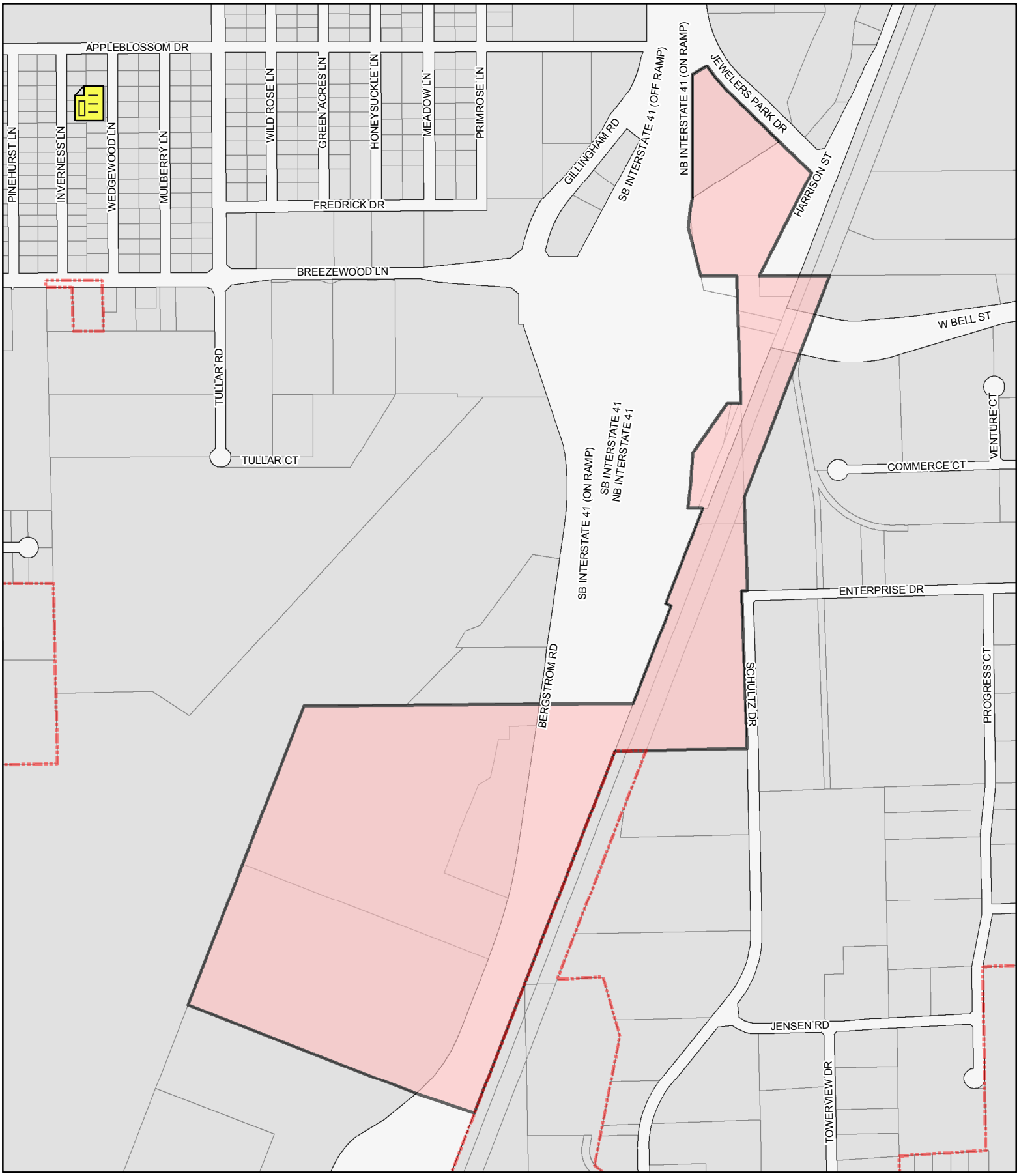


FIGURE 1
Tax Increment Financing District #9
Boundary Map

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1 inch = 718 feet

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	T.I.F. District #9 Fund
Program:	**Submitted by:**
Capital Program Funds	Michael K. Easker

2023 Proposed Budget

The Tax Incremental Financing District #9 Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning and project support within T.I.F. District #9.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$669,199	$650,814	$650,814	$623,308
Revenues				
Intergovernmental	0	0	0	0
Miscellaneous	0	0	0	0
Debt Issuance	20,000	15,000	15,000	61,250
Transfers In	0	0	0	0
Total Revenues	20,000	15,000	15,000	61,250
Expenditures				
Capital Outlay - Current Budget	10,879	15,000	15,000	61,250
Capital Outlay - Carryovers	0	0	0	0
Transfers out	0	0	0	0
Total Expenditures	10,879	15,000	15,000	61,250
Excess Revenues Over (Under) Expenditures	9,121	0	0	0
Fund Balance December 31 (Before Carry Forwards)	$678,320	$650,814	$650,814	$623,308
Capital Outlay - Carry Forwards	27,506	27,506	27,506	0
Fund Balance December 31 (After Carry Forwards)	$650,814	$623,308	$623,308	$623,308

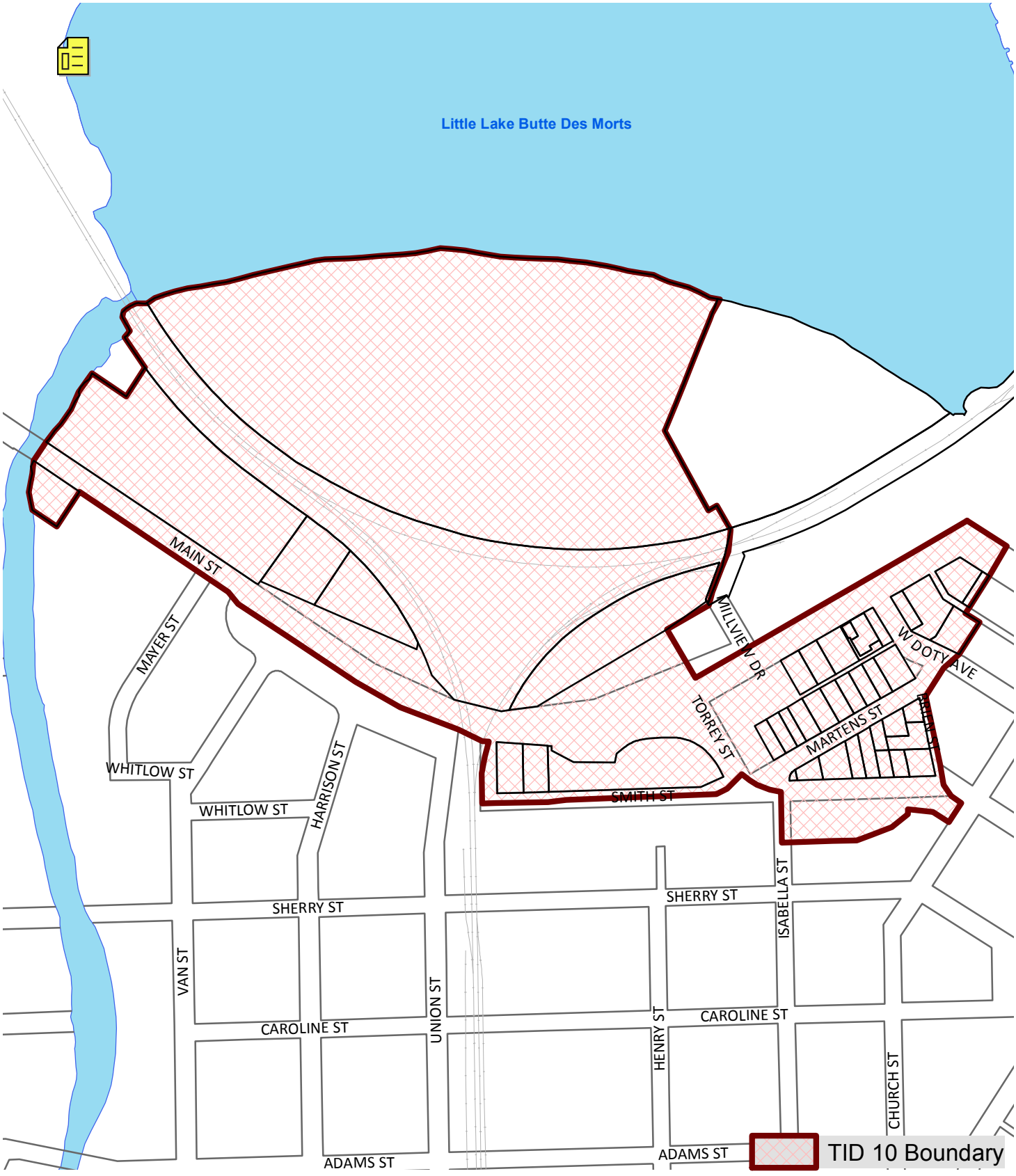
TIF #9 Carry Forwards to 2022 from Adopted CIP

PROJECT DESCRIPTION	Department Request	Mayor Proposed	Council Adopted
Neenah Sign-2017	$27,506	$27,506	$27,506
Total Funded Carry Forwards to 2022	$27,506	$27,506	$27,506

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
Tax Increment District #9 - U.S. Highway 41 Industrial Corridor District			
Project expenditures can be made through 3/18/2037.			
1. Planning/marketing/project support.	$15,000	$15,000	
2. Fox Cities Regional Partnership.	$6,250	$6,250	
3. Site Preparation Work.	$40,000	$40,000	
Total 2023 Tax Increment District #9 - U.S. Highway 41 Industrial Corridor District	**$61,250**	**$61,250**	

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Neenah WISCONSIN

Figure 1
Tax Increment District #10
Boundary Map

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	T.I.F. District #10 Fund
Program:	**Submitted by:**
Capital Program Funds	Michael K. Easker

2023 Proposed Budget

The Tax Incremental Financing District #10 Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning and project support within T.I.F. District #10.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$1,139,363	$1,124,046	$1,124,046	$18,218
Revenues				
Intergovernmental	0	0	0	0
Miscellaneous	0	0	0	0
Debt Issuance	615,000	210,000	210,000	16,250
Transfers In	0	50,000	50,000	0
Total Revenues	615,000	260,000	260,000	16,250
Expenditures				
Capital Outlay - Current Budget	630,317	260,000	260,000	16,250
Capital Outlay - Carryovers	0	0	0	0
Transfers out	0	0	0	0
Total Expenditures	630,317	260,000	260,000	16,250
Excess Revenues Over (Under) Expenditures	(15,317)	0	0	0
Fund Balance December 31 (Before Carry Forwards)	$1,124,046	$1,124,046	$1,124,046	$18,218
Capital Outlay - Carry Forwards	1,105,828	1,105,828	1,105,828	0
Fund Balance December 31 (After Carry Forwards)	$18,218	$18,218	$18,218	$18,218

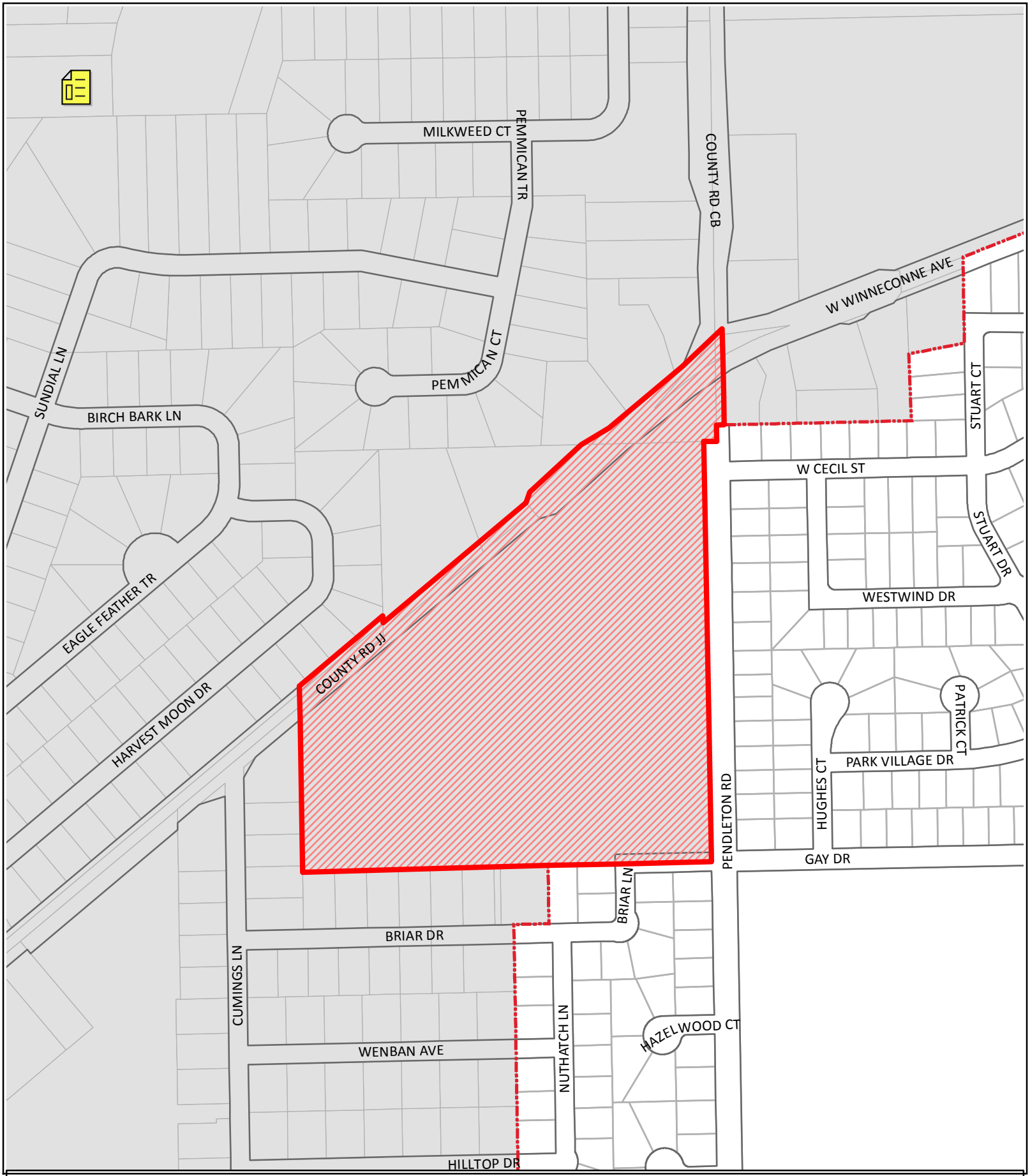
TIF #10 Carry Forwards to 2022 from Adopted CIP

PROJECT DESCRIPTION	Department Request	Mayor Proposed	Council Adopted
Arrowhead Park-2020 (TIF 10)	$167,543	$167,543	$167,543
Land Assemblage-2019 (TIF 10)	221,328	221,328	221,328
Land Assemblage-2021 (TIF 10)	100,000	100,000	100,000
Downtown Parking Study-2019 (TIF 10)	8,957	8,957	8,957
Gateway Plaza-2019 (TIF 10)	8,000	8,000	8,000
Parking Structure Design-2019 (TIF 10)	100,000	100,000	100,000
Parking Structure Design-2021 (TIF 10)	500,000	500,000	500,000
Total Funded Carry Forwards to 2022	$1,105,828	$1,105,828	$1,105,828

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
Tax Increment District #10 - Near Downtown District			
Project expenditures can be made through 8/5/2037.			
1. Planning/marketing/project support.	$10,000	$10,000	
2. Fox Cities Regional Partnership.	$6,250	$6,250	
Total 2023 Tax Increment District #10 - Near Downtown District	**$16,250**	**$16,250**	

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TID 11
City of Neenah
Town of Neenah

FIGURE 1
Tax Increment Financing District #11
TID Boundary Map

1 inch = 384 feet

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Neenah
WISCONSIN

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	T.I.F. District #11 Fund
Program:	**Submitted by:**
Capital Program Funds	Michael K. Easker

2023 Proposed Budget

The Tax Incremental Financing District #11 Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning and project support within T.I.F. District #11.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$55,144	$423,512	$423,512	$70,143
Revenues				
Intergovernmental	0	0	0	0
Miscellaneous	0	0	0	0
Debt Issuance	440,000	785,000	785,000	141,250
Transfers In	0	0	0	0
Total Revenues	440,000	785,000	785,000	141,250
Expenditures				
Capital Outlay - Current Budget	71,632	785,000	785,000	141,250
Capital Outlay - Carryovers	0	0	0	0
Transfers out	0	0	0	0
Total Expenditures	71,632	785,000	785,000	141,250
Excess Revenues Over (Under) Expenditures	368,368	0	0	0
Fund Balance December 31 (Before Carry Forwards)	$423,512	$423,512	$423,512	$70,143
Capital Outlay - Carry Forwards	353,369	353,369	353,369	0
Fund Balance December 31 (After Carry Forwards)	$70,143	$70,143	$70,143	$70,143

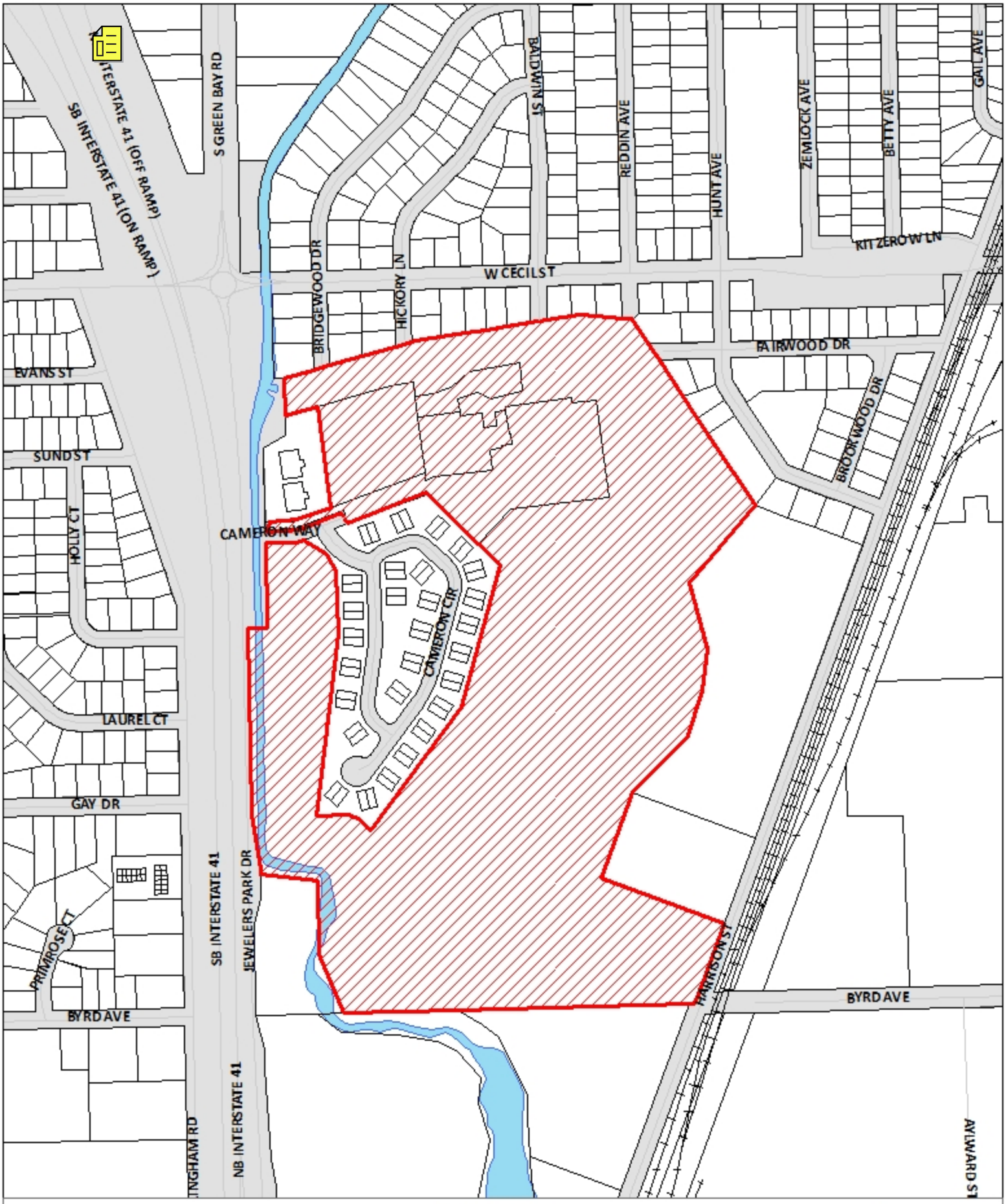
TIF #11 Carry Forwards to 2022 from Adopted CIP

PROJECT DESCRIPTION	Department Request	Mayor Proposed	Council Adopted
JJ/Pendleton Roundabout (TIF 11)	$353,369	$353,369	$353,369
Total Funded Carry Forwards to 2022	353,369	353,369	353,369

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
Tax Increment District #11 - Pendleton Development Area Project expenditures can be made through 2/1/2033.			
1. Planning/marketing/project support.	$10,000	$10,000	
2. Fox Cities Regional Partnership.	$6,250	$6,250	
3. W. Winneconne Avenue/CTH JJ improvements. Construct curb, gutter, storm sewer and multipurpose trail adjacent to Pendleton Park Apartments per the project development agreement.	$125,000	$125,000	
Total 2023 Tax Increment District #11 - Pendleton Development Area	**$141,250**	**$141,250**	

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TID No. 12

City Parcels

FIGURE 1
Tax Increment Financing District #12
TID Boundary Map

N

W E

S

1 inch = 451 feet

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	T.I.F. District #12 Fund
Program:	**Submitted by:**
Capital Program Funds	Michael K. Easker

2023 Proposed Budget

The Tax Incremental Financing District #12 Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning and project support within T.I.F. District #12.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$0	$0	$0	$0
Revenues				
Intergovernmental	0	0	0	0
Miscellaneous	0	0	0	0
Debt Issuance	0	0	0	865,000
Transfers In	0	0	0	0
Total Revenues	0	0	0	865,000
Expenditures				
Capital Outlay - Current Budget	0	0	0	865,000
Capital Outlay - Carryovers	0	0	0	0
Transfers out	0	0	0	0
Total Expenditures	0	0	0	865,000
Excess Revenues Over (Under) Expenditures	0	0	0	0
Fund Balance December 31 (Before Carry Forwards)	$0	$0	$0	$0
Capital Outlay - Carry Forwards	0	0	0	0
Fund Balance December 31 (After Carry Forwards)	$0	$0	$0	$0

TIF #12 Carry Forwards to 2022 from Adopted CIP

PROJECT DESCRIPTION	Department Request	Mayor Proposed	Council Adopted
None.			
Total Funded Carry Forwards to 2022	0	0	0

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
Tax Increment District #12 - Bridgewood Development Area			
1. North storm pond design	$50,000	$50,000	
2. Neenah Creek Bridge Construction	$600,000	$600,000	
3. North storm pond modifications	$200,000	$200,000	
4. Planning/Marketing/Project Support	$15,000	$15,000	
Total 2023 Tax Increment District #12 - Bridgewood Development Area	**$865,000**	**$865,000**	

REDEVELOPMENT FUND PROGRAM
MAYOR'S RECOMMENDATION

2023 PROGRAM FUNDING

General Obligation Capital Borrowing Proceeds	$50,000
Total 2023 Program Funding	**$50,000**

2023 PROGRAM EXPENSES

Non-TIF Redevelopment Projects	$50,000
Total 2023 Program Expenses	**$50,000**

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Redevelopment Fund
Program:	**Submitted by:**
Capital Program Funds	Michael K. Easker

2023 Proposed Budget

The Redevelopment Fund accounts for financing and construction of redevelopment planning and projects in non-TIF areas of the City, including serving as a clearing account for specific grant funded expenditures.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$916,438	$76,615	$76,615	$0
Revenues				
Intergovernmental	0	0	0	0
Miscellaneous	0	0	0	0
Debt Issuance	50,000	50,000	50,000	50,000
Transfers In	0	0	0	0
Total Revenues	50,000	50,000	50,000	50,000
Expenditures				
Capital Outlay - Current Budget	2,823	50,000	50,000	50,000
Transfers out	887,000	0	0	0
Total Expenditures	889,823	50,000	50,000	50,000
Excess Revenues Over (Under) Expenditures	(839,823)	0	0	0
Fund Balance 12/31 (Before Grant Reconciliation)	$76,615	$76,615	$76,615	$0
Grant Reconciliation	76,615	76,615	76,615	0
Fund Balance 12/31 (After Grant Reconciliation)	$0	$0	$0	$0

Redevelopment Fund Carry Forwards to 2022 from Adopted CIP

PROJECT DESCRIPTION	Department Request	Mayor Proposed	Council Adopted
Redevelopment Planning & Projects-2020	26,615	26,615	26,615
Redevelopment Planning & Projects-2021	50,000	50,000	50,000
Total Funded Carry Forwards to 2022	$76,615	$76,615	$76,615

CITY OF NEENAH

2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET

DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
2023 REDEVELOPMENT FUND			
1. Funds will assist with financing and construction of redevelopment planning and projects in non-TIF areas of the City.	$50,000	$50,000	
Total 2023 Redevelopment Fund	**$50,000**	**$50,000**	**$0**

PUBLIC FACILITIES PROGRAM
MAYOR'S RECOMMENDATION

2023 PROGRAM FUNDING

General Obligation Capital Borrowing Proceeds	$2,381,500
Private Contributions/Grants/ARPA Funding	0
Total 2023 Program Funding	**$2,381,500**

2023 PROGRAM EXPENDITURES

Existing Facilities:	
Administration Building	$275,000
Police Station	420,000
Fire/Rescue (100% City Funded)	180,000
Public Works	367,500
Library	301,000
Bergstrom-Mahler Museum	25,000
Parks & Recreation	813,000
Cemetery	0
Total 2023 Program Expenditures	**$2,381,500**

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Public Facilities Fund
Program:	**Submitted by:**
Capital Program Funds	Michael K. Easker

2023 Proposed Budget

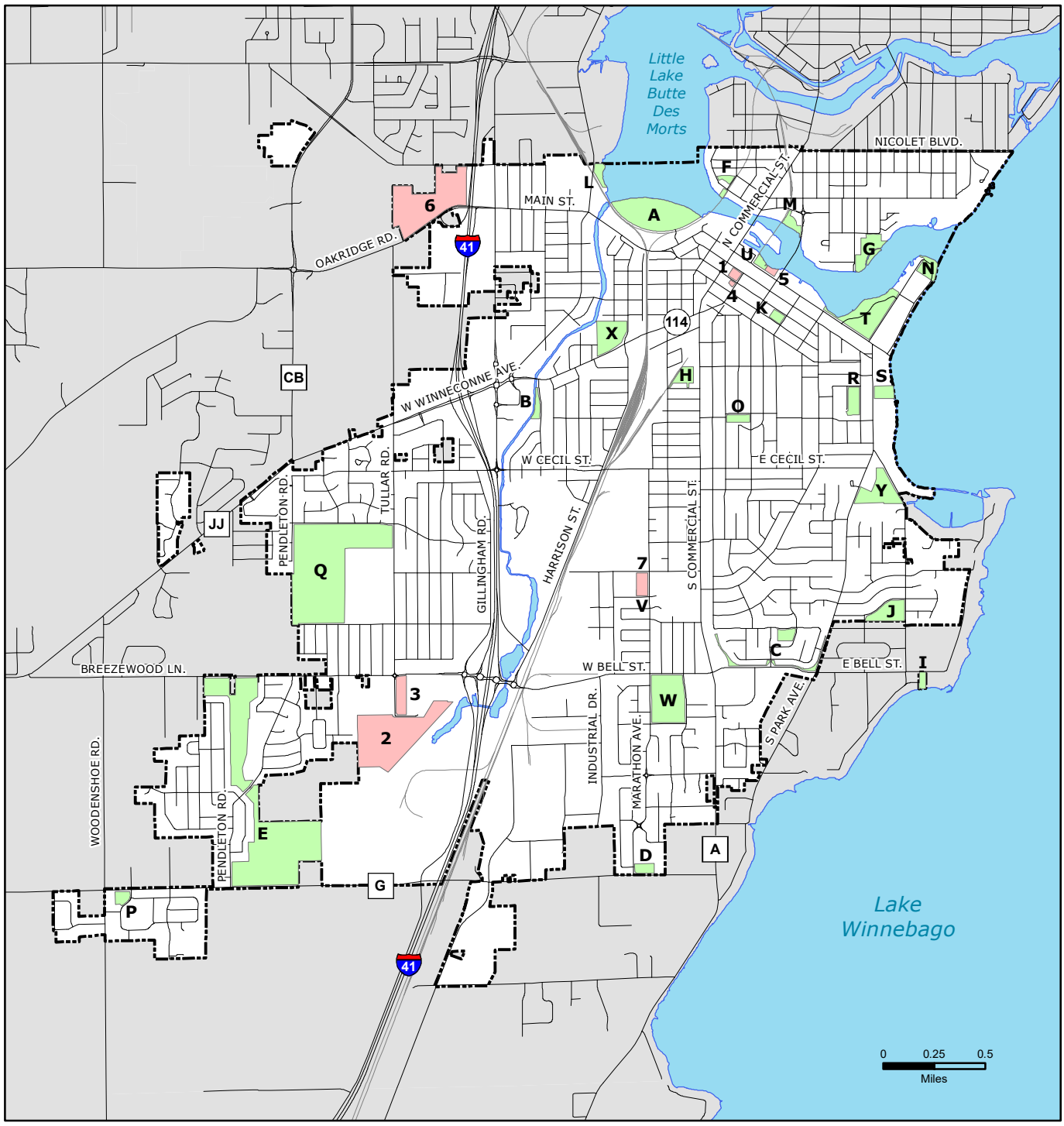
The Public Facilities Fund accounts for all capital improvements to City owned public facilities such as buildings and parks.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$920,575	$2,149,947	$2,149,947	$53,876
Revenues				
Intergovernmental/Grants/Contributions	296,595	537,500	537,500	0
Debt Issuance	1,788,950	6,601,590	6,601,590	2,381,500
Miscellaneous	80,000	0	0	0
Transfers in	19,090	0	0	0
Total Revenues	2,184,635	7,139,090	7,139,090	2,381,500
Expenditures				
Capital Outlay - Current Budget	955,263	7,139,090	7,139,090	2,381,500
Capital Outlay - Contributions/Grants	0	0	0	0
Transfers out	0	0	0	0
Total Expenditures	955,263	7,139,090	7,139,090	2,381,500
Excess Revenues Over (Under) Expenditures	1,229,372	0	0	0
Fund Balance December 31 (Before Carry Forwards)	$2,149,947	$2,149,947	$2,149,947	$53,876
Capital Outlay - Carry Forwards	2,096,071	2,096,071	2,096,071	0
Fund Balance December 31 (After Carry Forwards)	$53,876	$53,876	$53,876	$53,876

Public Facilities Carry Forwards to 2022 from Adopted CIP

PROJECT DESCRIPTION	Department Request	Mayor Proposed	Council Adopted
Shattuck Park Fountain & Concrete-2018, 2019, 2020 (Facilities)	$155,330	$155,330	$155,330
Arrowhead Park-2020 (Facilities)	711,514	711,514	711,514
Renovate Tech/Circ Services-2020 (Facilities)	11,454	11,454	11,454
ADA Compliance-2020 (Facilities)	3,312	3,312	3,312
Repair Admin. Building Exterior Caulking-2020 (Facilities)	15,849	15,849	15,849
Police LED Lighting Fixtures (Facilities)	15,200	15,200	15,200
Shattuck Park Fountain & Concrete (Facilities)	96,750	96,750	96,750
Doty Courts (Facilities)	6,680	6,680	6,680
Memorial Park Playground Equipment (Facilities)	4,982	4,982	4,982
Arrowhead Park (Facilities)	1,070,000	1,070,000	1,070,000
Comm. Dev./GIS Office (Unused DOLAS Funds)	5,000	5,000	5,000
Total Carry Forwards Funds to 2022	$2,096,071	$2,096,071	$2,096,071

City of Neenah Public Facilities



Points of Interest
1 - City Hall
2 - City Garage
3 - Fire Station #31
4 - Fire Station #32
5 - Neenah Library
6 - Oakhill Cemetery
7 - Police Department

City Parks
A - Arrowhead Park
B - Baldwin Park
C - Bill Miller Park
D - Castle Oak Park
E - Carpenter Preserve
F - Cook Park
G - Doty Park
H - Douglas Park
I - Fresh Air Park
J - Great Northern Park
K - Green Park
L - Herb & Dolly Smith Park
M - Island Park
N - Kimberly Point Park
O - Laudan Park
P - Liberty Park
Q - Memorial Park
R - Quarry Park
S - Recreation Park/Pool
T - Riverside Park
U - Shattuck Park
V - Skatepark
W - Southview Park
X - Washington Park
Y - Wilderness Park

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
2023 FACILITIES			
Administration Building			
1. Replace HVAC Controls. Convert from pneumatic to electronic controls.	$65,000	$65,000	
2. Elevator Upgrade. Address parts obsolescence for current elevator. Replace elevator control equipment and cab components.	150,000	150,000	
3. Hauser Room. Remodel, replace smartboard, install hearing loop, replace lighting.	60,000	60,000	
Total 2023 Administration Building	**$275,000**	**$275,000**	
Police Department			
1. Building exhaust fans replacement/upgrade. Exhaust fans are original to the building and are well past their normal life span.	20,000	$20,000	
2. Building Expansion. $5.5 million was borrowed in 2022, and estimates to complete the project are now about $5.9 million. Deferring $300,000 for locker room upgrades approved in Spring CIP.	400,000	400,000	
Total 2023 Police Department	**$420,000**	**$420,000**	
Fire Department			
1. Replace Station 32 garage doors, tracks, openers & associated trim (Raynor Aluminum 3" AV).	$40,000	$40,000	
2. Replace Station Windows.	100,000	100,000	
3. Replace Station 32 inside main entrance door and side glass.	25,000	25,000	
4. Replace Station 32 keyless entry system, 2 exterior doors and 6 interior doors.	15,000	15,000	
Total 2023 Fire Department	**$180,000**	**$180,000**	

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
City Facilities			
1. Tullar Garage. HVAC upgrade - Traffic/Woodshop area. Control panel, modules and other equipment.	$25,000	$25,000	
2. Tullar Garage. Replace roof over office and locker room area. Phase 1 of 5 to replace the original roof on the 1990 building. Approx 6,150 SF.	81,000	81,000	
3. Tullar Garage. Add ventilation or A/C for sign shop. The room with the sign shop was the former parking meter room, which was not designed with outside ventilation.	10,000	10,000	
4. Tullar Garage. Install ceiling fans for North Vehicle Storage. These aid in heating efficiency.	15,000	15,000	
5. Tullar Garage. Overhead Door and Opener replacement.	6,500	6,500	
6. Tullar Garage Wood shop, Paint shop, Traffic shop. Replace exterior door locks. Change to electric key fobs and make ADA compliant.	15,000	15,000	
7. Resurface "Silver Lot" (Marketplace Lot).	140,000	140,000	
8. Resurface "Red Lot C" (parking lot between City Hall and Doty Avenue).	60,000	60,000	
9. Church St Ramp. Misc structure repairs.	15,000	15,000	
Total 2023 City Facilities	**$367,500**	**$367,500**	
Bergstrom-Mahler Museum			
1. Annual subsidy. (Potential projects could include: HVAC repair/ replace. Paint and repair exterior trim and repair stucco. Replace back lawn steps and railing, slate roof repair and inspection. *Approved Spring CIP $25,000*	$35,000	$25,000	Match Council approval from Spring CIP
Total 2023 Bergstrom-Mahler Museum	**$35,000**	**$25,000**	

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
Library			
1. Replace carpeting in 1/2 of the building (2nd floor)	$200,000	$200,000	
2. Reorganize adult floor -- move adult desk to a location that is readily visible from the stairs and the elevator. Shift shelving from east side of the building towards the center of the floor so that window areas are exposed for patron use. (Includes electrical and data needs.) *Adopted Spring CIP $50,000.*	55,000	55,000	
3. Level concrete at service entrance and outside Shattuck Community Room. *Not included in Spring CIP.*	4,000	4,000	Necessary maintenance
4. Caulk decking from entrace to bike rack area (between building and concrete sidewalk). *Not included in Spring CIP.*	2,000	2,000	Necessary maintenance
5. Repair roof overhang at entrace/second floor windows (estimate). *Not included in Spring CIP.*	40,000	40,000	Necessary maintenance
Total **2023 Library**	**$301,000**	**$301,000**	
Parks and Recreation Development			
1. Arrowhead Construction - Activity Building/Gathering Plaza and Connection to Loop ($580K DNR/Alice Jean)	$2,635,500	$0	Arrowhead Task Force evaluating options for 2024
2. Arrowhead Design/Engineering/Constr Specs - Park drive, trail connections.	95,000	95,000	
3. Arrowhead: Prairie prep, seeding and Mngmt Plan. *Not included in Spring CIP.*	60,000	60,000	
4. Doty Seawall & Kimberly Point Dock / Seawall / Shoreline Design / Engineering / grant writing.	75,000	75,000	
5. Cook Park Redevelopment - Restroom / Play Area / Hard Surface.	320,000	320,000	
6. Carpenter Preserve Design.	30,000	30,000	

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
Maintenance			
6. Picnic Table Replacement Program (yr. 1 of 3) *Adopted Spring CIP $15,000.*	20,000	20,000	
7. Misc. Asphalt Trails/Parking Lots - ADA. *Adopted Spring CIP $28,750.*	30,000	30,000	
8. Replace Pool Diving Board/Structural (1997). *Moved up from 2024.*	28,000	28,000	
9. Pool Basin Paint. *Approved Spring CIP - 2026*	35,000	35,000	Pool Boiler moved to 2026 per Director's recommendation
Play Equipment			
10. Baldwin Park. (23 yrs. old)	120,000	120,000	
Total 2023 Parks and Recreation	**$3,448,500**	**$813,000**	
TOTAL ALL 2023 FACILITIES	**$5,027,000**	**$2,381,500**	

CAPITAL EQUIPMENT PROGRAM
MAYOR'S RECOMMENDATION

2023 PROGRAM FUNDING

General Obligation Capital Borrowing Proceeds	$3,077,440
Use of Reserves	0
Total 2023 Program Funding	**$3,077,440**

2023 PROGRAM EXPENDITURES

Legal and Administrative Services	$2,760
Information Systems	400,000
Police	415,820
Fire/Rescue (60.65% of Consolidated Department)	497,260
Public Works and Recycling	1,642,000
Community Development	36,600
Library	23,000
Parks and Recreation	60,000
Cemetery	0
Total 2023 Program Expenditures	**$3,077,440**

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Capital Equipment Fund
Program:	**Submitted by:**
Capital Program Funds	Michael K. Easker

2023 Proposed Budget

The Capital Fund accounts for the purchase of all capital equipment within all City departments.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$748,969	$2,272,292	$2,272,292	$659,596
Revenues				
Intergovernmental	6,117	0	0	0
Miscellaneous	0	0	0	0
Debt Issuance	2,573,980	1,789,900	1,789,900	3,077,440
Transfers in	35,000	0	0	0
Total Revenues	2,615,097	1,789,900	1,789,900	3,077,440
Expenditures				
Capital Outlay - Current Budget	1,091,774	1,789,900	1,789,900	3,077,440
Transfers out	0	0	0	0
Total Expenditures	1,091,774	1,789,900	1,789,900	3,077,440
Excess Revenues Over (Under) Expenditures	1,523,323	0	0	0
Fund Balance December 31 (Before Carry Forwards)	$2,272,292	$2,272,292	$2,272,292	$659,596
Capital Outlay - Carry Forwards	1,612,696	1,612,696	1,612,696	0
Fund Balance December 31 (After Carry Forwards)	$659,596	$659,596	$659,596	$659,596

Capital Equipment Carry Forwards to 2022 from Adopted CIP

PROJECT DESCRIPTION	Department Request	Mayor Proposed	Council Adopted
Doorswipe Access Control-2019 (Equipment)	$35,000	$35,000	$35,000
Wireless Network Upgrade-2015 (Equipment)	8,527	8,527	8,527
ERP Suite-2019 (Equipment)	7,156	7,156	7,156
Smart Cities Initiatives-2020 (Equipment)	45,000	45,000	45,000
RecTrac Upgrade-2020 (Equipment)	4,337	4,337	4,337
Engineering Survey Equipment-2020 (Equipment)	10,000	10,000	10,000
I/S Pre-Paid Maintenance Contracts (Equipment)	833,154	833,154	833,154
Smart Cities Initiatives (Equipment)	125,000	125,000	125,000
LaserFiche (Equipment)	16,775	16,775	16,775
Police Vehicle Purchases (Equipment)	2,680	2,680	2,680
Fire Inspectors Vehicles (2) (Equipment)	40,234	40,234	40,234
RecTrac Upgrade (Equipment)	2,000	2,000	2,000
Parks 1-Ton Dump Truck (Equipment)	20,000	20,000	20,000
Public Works 7 Yd. Plow Truck (Equipment)	210,000	210,000	210,000
Public Works 14 Yd. Plow Truck (Equipment)	247,833	247,833	247,833
Public Works Oil Filter Crusher (Equipment)	5,000	5,000	5,000
Total Carry Forwards Funds to 2022	$1,612,696	$1,612,696	$1,612,696

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

	PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
	2023 EQUIPMENT			
	Clerk			
1.	Six (6) "One piece three person voting booth" @ $460/each.	$2,760	$2,760	
	Total 2023 Clerk	**$2,760**	**$2,760**	
	Information Systems			
1.	Enterprise Resource Planning Suite (ERP). As the City's ERP implementation continues this funding will be utilized for application modifications, training and SaaS Cloud access fees. When this project was initiated in 2019 it was anticipated to be a 3 - 4 year project. Benefits will include seamless integration for data sharing between nearly all City applications, ability to more easily introduce dashboards and analytics for decision making and extending services to the public more efficiently through web portals.	$130,000	$130,000	
2.	Redundant Data Center Storage Solution Replacement. The current storage (SAN) solution was implemented in the City's Redundant Data Center in 2016 and will be reaching End of Life necessitating replacement. At this time it has not been if the current solution will be replaced with similar or different technology. Information Systems staff will continue to monitor the situation and explore all viable solutions in late 2022 for replacement in early 2023.	75,000	75,000	
3.	Multi-Year Hardware/Software Maintenance Agreements. Carrying on the effort to budget expenditures and tax levy dollars most efficiently, these additional funds will provide the necessary funding to implement 5 year agreements for hardware/software solutions purchased in 2022. This request is an estimate and will be monitored and adjusted prior to adoption of the 2023 budget.	25,000	25,000	

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

	PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
4.	Cybersecurity Initiative - Continue to address security defeciencies identified in the 2022 security analysis.	30,000	30,000	
5.	Implementation of Microsoft 365 (Business Standard) - Migration from Domino/Notes and on premise Office 2013 to Microsoft 365 (Micorsoft's SaaS Solution) was a key objective in the City's Strategic Technology Plan developed in 2020. This funding will cover first year licenses, training and migration costs.	40,000	40,000	
6.	Fiber Builds/Acquisitions - Expansion of the City's Fiber Infrastructure to meet the City's technology initiatives, including Smart Cities.	100,000	100,000	
	Total 2023 Information Systems	**$400,000**	**$400,000**	
	Police Department			
1.	Vehicle purchases: Squads 4 and 6 and Crime Scene van.	207,500	$207,500	
2.	Axon Body Cam Equipment Contract (1st year out of 5-year contract with body cam provider). The contract is a service agreement, as well as equipment replacement. This includes new cameras and equipment upon signing, halfway (2.5 years), and at the end of the contract (5 years), replacing equipment 3 times in 5 years. Also adding 3 licenses ($180/each).	34,000	34,000	
3	Axon Taser 7. Payment 3 of 5. Continued payment on purchase of 20 Taser 7s. Cost includes all training cartridges and accessories per year.	18,840	18,840	
4.	Mobile Radio Replacement (squads), $5,000/each. *Per the direction of the County.* Includes infrastructure install. Per the directon of WISO, the radios have a maximum lifespan of 10 years and should be replaced between 2020 and 2023 at the latest.	143,000	143,000	
5.	SWAT Vest Plates (24 total, $520 each). These plates have a 5-year lifespan and were last purchased in 2017.	12,480	12,480	
	Total 2023 Police Department	**$415,820**	**$415,820**	

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

	PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
	Fire Department			
1.	Major equipment such as new thermal imaging cameras, mobile data computers, hazmat meter monitors, automatic external defibrillator, extractors, radios, etc. Total projected cost $30,000. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2023 cost distribution formula (.6034%) is used for budgeting purposes. *Adpoted Spring CIP $18,200*	$18,100	$18,100	
2.	**FINAL PAYMENT** for Engine ordered in '22 $328,000. Total approved cost for the new engine and necessary equipment is $675,000. The 2005 Pierce Quantum would be moved to reserve status. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2023 cost distribution formula (.6034%) is used for budgeting purposes. 2022 unspent borrowed funds carry forward of $98,120 will be used to partially offset cost. *Adopted Spring CIP $198,930*	197,920	197,920	
2.a.	Loose equipment associated with Item #2 Engine (19K) *Adpoted Spring CIP $11,520*	11,520	11,520	
3.	Replace the departments portable radio inventory for a total cost of $425,000. This is due to Motorola ending support for the current radios we have. This replacement plan will include 50 new portable radios, 75 spare batteries, bank chargers and accessories. Our radios are part of the county wide system and it is a requirement of the county that only approved and current radios are allowed on the system. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. The 2022 cost distribution formula (.6034%) is used for budgeting purposes. *Adopted Spring CIP $257,760.*	256,450	256,450	

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
4. Update of Station Thin Client Terminals and migration to Microsoft 365 to meet the City of Neenah IS department's transition for compliance. $10,000 for Office 365 Licensing, this is an annual license fee, and $12,000 for purchase of new thin clients to replace existing devices that were purchased in 2015. This will purchase covers thin client replacements for all four stations and software for all 68 members. Total project cost is $22,000 City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. The 2023 cost distribution formula (.6034%) is used for budgeting purposes.	13,270	13,270	
Total 2023 Fire Department	**$497,260**	**$497,260**	
Public Works			
1. Replace #40 Jetter/2011 The cost of this equipment has doubled since the last purchase. Staff will explore leasing options in addition to purchase options. Funded by Sanitary Sewer Utility.	$525,000	$525,000	
2. Replace Rosco Roller #90/1995. 30-inch drum roller.	30,000	30,000	
3. Replace #9A/2001 14-yd. Plow truck - no salter (Stainless Steel Box).	230,000	230,000	
4. Replace #55/2003 Rear-Load Refuse Truck.	270,000	270,000	
5. Replace #2/2007 14 yd. Plow truck with wing and salter (Stainless Steel Box).	250,000	250,000	
6. Replace #36A/2010 Trackless.	175,000	175,000	
7. Replace #1E/2003 Utility Service Truck.	80,000	80,000	
8. Replace #70/1985 Air Compressor.	25,000	25,000	
9. Replace #1J Engineering Car/2004.	40,000	40,000	
10. Refuse and Recycling Carts, 112 - 65 gallon carts for refuse, 112 - 65 gallon carts for recycling.; 112 - 95 gallon carts for refuse, 112 - 95 gallon carts for recycling	17,000	17,000	
Total 2023 Public Works (Equipment disposal value posted as revenue to the general fund.)	**$1,642,000**	**$1,642,000**	

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

	PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
	Community Development			
1.	Replace Inspection/Assessor vehicle. Low mileage used vehicles and lease options will be explored.	$22,000	$22,000	
2.	Replace Inspection field tablets.	1,250	1,250	
3.	Large Format Printer. Replace the existing printer. Lease options will be explored as well as transfer of the printer to the Public Works Department.	12,500	12,500	
4.	Replace Backflow Test Kit. *Not included in Spring CIP.*	850	850	
	Total 2023 Community Development	**$36,600**	**$36,600**	
	Library			
1.	Staff check in machines replacement (1 of 6 machines). *Adpoted Spring CIP $14,000.*	$8,000	$8,000	
2.	Building Automation System (BAS) software upgrade for HVAC system. Current software - Insight BAS - has been discontinued by manufacturer (Siemens) and must be replaced. Replacement is Desigo software. *Not included in Spring CIP.*	$15,000	$15,000	
	Total 2023 Library	**$23,000**	**$23,000**	
	Parks and Recreation			
1.	Replace 2007 Ford Taurus.	$30,000	$30,000	
2.	Replace 2007 Ford FreeStar.	30,000	30,000	
	Total 2023 Parks and Recreation	**$60,000**	**$60,000**	
	Cemetery			
1.	None.	$0	$0	
	Total 2023 Cemetery	**$0**	**$0**	
	TOTAL ALL 2023 EQUIPMENT	**$3,077,440**	**$3,077,440**	

SANITARY SEWER UTILITY PROGRAM
MAYOR'S RECOMMENDATION

2023 PROGRAM FUNDING

General Obligation Capital Borrowing Proceeds	$2,506,500
Total 2023 Program Funding	**$2,506,500**

2023 PROGRAM EXPENSES

System Repair/Replacement	$2,346,500
Lift Station Upgrades	140,000
Other Improvements	20,000
Total 2023 Program Expenses	**$2,506,500**

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CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
2023 SANITARY SEWER			
Projects are funded by borrowed funds unless otherwise noted. Estimated cost is based on $135 per foot for mains/manholes and $5,000 each for laterals, unless otherwise noted.			
1. Chestnut Street (Oak - Division)/2,437 ft. Replace main and laterals. Coordinate with street construction.	$680,000	$680,000	
2. Elm Street (Cecil - Division)/2600 ft. Replace main and laterals. Coordinate with street construction.	600,000	600,000	
3. Reed Street (Cecil - Division)/2600 ft. Replace main and laterals. Coordinate with street construction.	620,000	620,000	
4. Laudan Boulevard (Elm - Reed)/700 ft. Install new main and laterals. Coordinate with street construction.	84,000	84,000	
5. Dieckhoff Street (Oak - Chestnut)/267 ft. Replace main and laterals. Coordinate with street construction.	50,000	50,000	
6. Burr Avenue (Oak - Elm)/328 ft. Replace main and laterals. Coordinate with street construction.	70,000	70,000	
7. Main Street Lift Station. Replace on site back-up generator (funded through Sanitary Sewer Utility). *Adopted Spring CIP $65,000.*	100,000	100,000	Price increase
8. Existing sanitary sewer system repairs/replacement. Various locations. Grouting, pipe joint sealing, sealing and repairing manholes, sliplining pipe, relaying mains, spot rehabilitation.	180,000	180,000	
9. Lift station upgrades. Various locations. Continuation of City-wide program begun in 1997.	40,000	40,000	
10. Pavement repair: Concrete and asphalt patches.	20,000	20,000	
11. Engineering/Administrative costs related to 2023 CIP projects. Transfer to City's General Fund.	0	62,500	Borrow for engineering costs to help City's operating budget
TOTAL ALL 2023 SANITARY SEWER	**$2,444,000**	**$2,506,500**	

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STORM WATER UTILITY PROGRAM
MAYOR'S RECOMMENDATION

2023 PROGRAM FUNDING

General Obligation Capital Borrowing Proceeds	$1,067,000
Use of Reserves	0
Total 2023 Program Funding	**$1,067,000**

2023 PROGRAM EXPENSES

Detention Pond Construction	$300,000
Storm Sewer Repair/Replacement	657,000
Other Improvements	110,000
Total 2023 Program Expenses	**$1,067,000**

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CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
2023 STORM WATER			
Projects are funded by borrowed funds unless otherwise noted.			
1. Chestnut Street (Oak - Division)/2,590 ft. Misc. main and catch basin repairs. Coordinate with street construction.	$52,000	$52,000	
2. Elm Street (Cecil - Division)/2,600 ft. Misc. main and catch basin repairs. Coordinate with street construction.	210,000	210,000	
3. Reed Street (Cecil - Washington)/2,600 ft. Misc. main and catch basin repairs. Coordinate with street construction.	150,000	150,000	
4. Laudan Boulevard (Elm - Reed)/700 ft. Replace main, install laterals and catch basins. Coordinate with street construction.	70,000	70,000	
5. Miscellaneous repairs/Various streets. Storm sewer mains, catch basins and leads. Includes work on street paving projects that aren't listed above. Annual appropriation to continue this program.	150,000	150,000	
6. Detention Ponds Development. a. Cook Park property acquisition. $150,000. Utility contribution to park development in exchange for use of a portion of Douglas Park for storm water detention. b. Storm water management device development. $150,000. Leading sites are Bridgewood Pond, Peckham Pond, Douglas	300,000	300,000	
7. Developer reimbursement. Oversize storm pipes and ponds.	50,000	50,000	
8. Mini storm sewer. Various locations. Limited funds are recommended to continue elimination of backyard drainage problems.	5,000	5,000	
9. Pavement repair: Concrete and asphalt patches.	55,000	55,000	
10. Engineering/Administrative costs related to 2023 CIP projects. Transfer to City's General Fund.	0	25,000	Borrow for engineering costs to help City's operating budget
TOTAL ALL 2023 STORM WATER	**$1,042,000**	**$1,067,000**	

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WATER UTILITY PROGRAM
MAYOR'S RECOMMENDATION

2023 PROGRAM FUNDING

Utility Revenues	$4,487,000
Special Assessments	0
Revenue Bonds	0
Total 2023 Program Funding	**$4,487,000**

2023 PROGRAM EXPENSES

Distribution System - Replacements	$2,328,000
Distribution System – New Mainline Extensions	0
Distribution System – New Service Expansion	0
Plant, Metering and Equipment	2,159,000
Total 2023 Program Expenses	**$4,487,000**

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CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
2023 WATER UTILITY			
Distribution System-Replacements			
All items are funded through Utility revenues unless otherwise noted. *All dollar amounts include a 5% contingency.*			
1. Chestnut Street (Division - Oak) 2,850' of 8" at $150/ft., 67 lead services, 20 main leaks, 17 service leaks. No hydrant in the court.	$449,000	$449,000	
2. Elm Street (Division - Cecil) 2,700' of 12" at $180/ft. 42 lead services, 2 main leaks, 16 service leaks.	511,000	511,000	
3. Reed Street (Division - Cecil) 2,700' of 8" at $160/ft. 47 lead services, 22 service leaks.	454,000	$454,000	
4. Laudan Boulevard (Elm - Reed) 700' of 12" at $120/ft.	89,000	$89,000	
5. Dieckhoff Street (Oak - Chestnut) 350' of 8" at $150/ft., 4 lead services.	$56,000	$56,000	
6. Burr Avenue (Chestnut - Elm) 390' of 8" at $160/ft. 6 lead services.	66,000	66,000	
7. Hughes Court (Gay - Terminus) 550' of 8" at $150/ft., undersized water main and no hydrant at court. *Adopted Spring CIP - 2024.*	87,000	87,000	
8. Memorial Court (Gay - Terminus) 240' of 8" at $150/ft., undersized water main and no hydrant at court. *Adopted Spring CIP - 2024.*	38,000	38,000	
9. Charles Court (Park Village - Terminus) 240' of 8" at $150/ft., undersized water main and no hydrant at court. *Adopted Spring CIP - 2024.*	38,000	38,000	
10. Patrick Court (Park Village - Terminus) 250' of 8" at $150/ft., undersized water main and no hydrant at court. *Adopted Spring CIP - 2024.*	40,000	40,000	
11. Fox River Crossing 12" Water Main.	500,000	500,000	
Subtotal 2023 Distribution System-Replacement	**$2,328,000**	**$2,328,000**	
Distribution System-New Mainline	**$0**	**$0**	
Distribution System-New Service Expansion	**$0**	**$0**	
Total 2023 Distribution Systems	**$2,328,000**	**$2,328,000**	

CITY OF NEENAH
2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	MAYOR'S COMMENTS
Plant, Metering and Equipment			
All items are funded through Utility revenues unless otherwise noted.			
1. Commercial meter replacement. Regular meter replacement program.	$110,000	$110,000	
2. Booster Station to serve West Side Zone.	$1,300,000	$1,300,000	
3. Miscellaneous tools and equipment.	20,000	20,000	
4. Technology upgrade.	10,000	10,000	
5. Miscellaneous consulting fees.	20,000	20,000	
6. Miscellaneous Plant contingency.	50,000	50,000	
7. Rebuild (1) Finished Water Pump.	25,000	25,000	
8. Rebuild (1) Intermediate Pump.	25,000	25,000	
9. Rebuild (1) Raw Water Pump.	12,000	12,000	
10. Replace 2012 Dump Truck. Dump trucks are on a 10-year replacement cycle.	185,000	185,000	
11. Replace Carbon Dioxide tank.	300,000	300,000	
12. Replace (1) Krohne Mag Meter GAC to Waste.	22,000	22,000	
13. Replace (1) Krohne Mag Meter Waste Washwater Sludge.	5,000	5,000	
14. Replace (1) Krohne Mag Meter Softener Sludge.	5,000	5,000	
15. Replace (1) Backwash VFD.	35,000	35,000	
16. Replace (1) Air Scour VFD.	35,000	35,000	
Total 2023 Plant, Metering and Equipment	**$2,159,000**	**$2,159,000**	
TOTAL 2023 WATER UTILITY	**$4,487,000**	**$4,487,000**	

CITY OF NEENAH
STATUS REPORT OF 2013-2020 NON-LAPSING PROJECT FUNDS
As of 12-31-21

2013-2020 PROJECT FUNDS RECOMMENDED TO BE CARRIED FORWARD TO 2022

PROJECT DESCRIPTION/ REASON FOR RECOMMENDATION	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
Information Systems			
Doorswipe Access Control-2019 (Equipment)	35,000	35,000	35,000
Wireless Network Upgrade-2015 (Equipment)	8,527	8,527	8,527
ERP Suite-2019 (Equipment)	7,156	7,156	7,156
Smart Cities Initiatives-2020 (Equipment)	45,000	45,000	45,000
Parks/Cemetery			
RecTrac Upgrade-2020 (Equipment)	4,337	4,337	4,337
Shattuck Park Fountain & Concrete-2018, 2019,	155,330	155,330	155,330
Arrowhead Park-2020 (Facilities)	711,514	711,514	711,514
Library			
Renovate Tech/Circ Services-2020 (Facilities)	11,454	11,454	11,454
Non-TIF Redevelopment			
Redevelopment Planning & Projects-2020	26,615	26,615	26,615
TIF			
Downtown Parking-Multiple Years (TIF 8)	270,000	270,000	270,000
Parking Ramp Signage-2019 (TIF 8)	39,490	39,490	39,490
Arrowhead Park-2013 (TIF 8)	204,128	204,128	204,128
I-41 Sign-2017 (TIF 9)	27,506	27,506	27,506
Arrowhead Park-2020 (TIF 10)	167,543	167,543	167,543
Land Assemblage-2019 (TIF 10)	221,328	221,328	221,328
Downtown Parking Study-2019 (TIF 10)	8,957	8,957	8,957
Gateway Plaza-2019 (TIF 10)	8,000	8,000	8,000
Parking Structure Design-2019(TIF 10)	100,000	100,000	100,000
Public Works/Sanitary/Storm			
Engineering Survey Equipment-2020 (Equipment)	10,000	10,000	10,000
Shooting Star/Armstrong-2015 (Streets)	46,022	46,022	46,022
Industrial Drive-2017 (Streets)	130,408	130,408	130,408
Traffic Signal Interconnect-2020 (Traffic Control)	27,080	27,080	27,080
Traffic Signal Cabinet Upgrades-2020 (Traffic	11,845	11,845	11,845
ADA Compliance-2020 (Facilities)	3,312	3,312	3,312
Repair Admin. Building Exterior Caulking-2020	15,849	15,849	15,849
Various Repairs-Multiple Years (Sanitary)	323,973	323,973	323,973
Bell St.-2019 (Sanitary)	260,000	260,000	260,000
Various Main Repairs-2020 (Storm)	25,389	25,389	25,389
Developer Reimbursement-2020 (Storm)	42,545	42,545	42,545
Total Prior Year Pre-2020 Non-Lapsing Project	**2,948,308**	**2,948,308**	**$2,948,308**

Summary (2013-2020)

Function	Amount
Streets/Ped Routes	215,355
Equipment	110,020
Facilities	897,459
Redevelopment	26,615
TIF #8	513,618
TIF #9	27,506
TIF #10	505,828
Sanitary Sewer	583,973
Storm Water	67,934
Total	**2,948,308**

CITY OF NEENAH
STATUS REPORT OF 2021 NON-LAPSING PROJECT FUNDS
As of 12-31-21

2021 PROJECT FUNDS RECOMMENDED TO BE CARRIED FORWARD TO 2022

PROJECT DESCRIPTION/ REASON FOR RECOMMENDATION	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
Information Systems			
Smart Cities Initiatives (Equipment)	125,000	125,000	125,000
LaserFiche (Equipment)	16,775	16,775	16,775
Pre-Paid Maintenance Contracts (Equipment)	833,154	833,154	833,154
Police			
Vehicle Purchases (Equipment)	2,680	2,680	2,680
LED Lighting Fixtures (Facilities)	15,200	15,200	15,200
Fire			
Inspectors Vehicles (2) (Equipment)	40,234	40,234	40,234
Parks/Cemetery			
RecTrac Upgrade (Equipment)	2,000	2,000	2,000
1-Ton Dump Truck (Equipment)	20,000	20,000	20,000
Shattuck Park Fountain & Concrete (Facilities)	96,750	96,750	96,750
Doty Courts (Facilities)	6,680	6,680	6,680
Memorial Park Playground Equipment (Facilities)	4,982	4,982	4,982
Arrowhead Park (Facilities)	1,070,000	1,070,000	1,070,000
Non-TIF Redevelopment			
Redevelopment Planning & Projects	50,000	50,000	50,000
TIF			
Bridgewood Redevelopment (TIF 7)	100,000	100,000	100,000
Jewelers Drive Trail (TIF 7)	1,199,253	1,199,253	1,199,253
Land Assemblage (TIF 10)	100,000	100,000	100,000
Parking Structure Design (TIF 10)	500,000	500,000	500,000
JJ/Pendleton Roundabout (TIF 11)	353,369	353,369	353,369
Public Works/Sanitary/Storm			
7 Yd. Plow Truck (Equipment)	210,000	210,000	210,000
14 Yd. Plow Truck (Equipment)	247,833	247,833	247,833
Oil Filter Crusher (Equipment)	5,000	5,000	5,000
Undesignated New Subdivision (Streets)	50,000	50,000	50,000
Undesignated Street Repair (Streets)	40,164	40,164	40,164
Recable Two Intersections (Traffic Control)	10,000	10,000	10,000
Commercial/Columbian Signals (Traffic Control)	35,000	35,000	35,000
Misc. Sidewalk Repairs (Sidewalks)	85,376	85,376	85,376
Comm. Dev./GIS Office (Unused DOLAS Remodel	5,000	5,000	5,000
Various Repairs (Sanitary)	150,000	150,000	150,000
Lift Station Upgrades (Sanitary)	11,400	11,400	11,400
Pavement Repair (Sanitary)	7,434	7,434	7,434
Mini Storm Sewer-Various (Storm)	5,000	5,000	5,000
Various Main Repairs (Storm)	150,000	150,000	150,000
Developer Reimbursement (Storm)	50,000	50,000	50,000
Harrison St. Detention Pond (Storm)	751,260	751,260	751,260
Total 2021 Non-Lapsing Project Funds	**6,349,544**	**6,349,544**	**$6,349,544**
TOTAL ALL 2013-2021 PROJECT FUNDS	**9,297,852**	**9,297,852**	**$9,297,852**

Summary (2021)

Function	Amount
Streets/Ped Routes	220,540
Equipment	1,502,676
Facilities	1,198,612
Redevelopment	50,000
TIF #7	1,299,253
TIF #10	600,000
TIF #11	353,369
Sanitary Sewer	168,834
Storm Water	956,260
Total	**$6,349,544**

Summary (Total)

Function	Amount
Streets/Ped Routes	435,895
Equipment	1,612,696
Facilities	2,096,071
Redevelopment	76,615
TIF #7	1,299,253
TIF #8	513,618
TIF #9	27,506
TIF #10	1,105,828
TIF #11	353,369
Sanitary Sewer	752,807
Storm Water	1,024,194
Total	**9,297,852**

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Parking Utility Fund
Program:	**Submitted by:**
Enterprise Funds	G. Kaiser/A. Kahl

Parking Utility Fund
2023 Proposed Budget

The City of Neenah's Parking Utility Fund was created by City Ordinance. Its purpose is to account for the operation of City parking meters, parking ramps and parking lots. All revenue and expenditure activities necessary to provide such services are accounted for in this fund. Such revenues include: Receipts from parking meters, lot and ramp permit sales, fines for parking violations, and the proceeds from land sales. The Parking operation incurs costs for the repair and maintenance of the various lots and ramps; salary and fringe benefits of police and maintenance personnel; related costs of the enforcement program including recordkeeping,cash handling and notice mailings; and, administrative costs of the traffic engineer and Finance Department. The costs of these services, which are generally performed by City staff, are paid to the General Fund. Excluded are costs of warrant services/court time, depreciation and towing costs. It is the intent of the fund to be self-sustaining, i.e., provide services to the extent of resources available.

Parking enforcement regulates parking on City streets and parking lots to allow for easy access to businesses and City attractions. It prevents unsightly abandoned vehicles and maintains safe passage for vehicles and pedestrians on City streets. It also maintains access for disabled persons; monitors metered, time restricted, handicapped, permit and reserved parking stalls; and, monitors posted no-parking areas. Parking tickets are issued to violators and parking violation notices generated and mailed for delinquent fines. It also facilitates the removal of abandoned vehicles on public and private streets and lots.

	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed
Fund Balance, January 1	($237,080)	($313,101)	($313,101)	($282,961)	($282,961)
REVENUES					
Permits	210,679	223,860	226,820	226,820	226,820
Parking Fines	80,467	120,000	75,000	100,000	100,000
Total Revenue	$291,146	$343,860	$301,820	$326,820	$326,820
EXPENDITURES					
Enforcement (Police)	$57,304	$59,790	65,580	$89,240	$89,240
Parking Lots	79,018	105,600	88,110	89,720	89,720
Parking Ramp - Canal	92,189	117,690	117,990	121,740	121,740
Special Reserves & Escrow	0	0	0	2,130	1,140
Administrative	138,656	0	0	0	0
Total Expenditures	$367,167	$283,080	$271,680	$302,830	$301,840
Excess Revenues Over (Under) Expenditures	($76,021)	$60,780	$30,140	$23,990	$24,980
Fund Balance, December 31	($313,101)	($252,321)	($282,961)	($258,971)	($257,981)

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Finance	**Budget:** Parking Utility Fund
Program: Enterprise/Other Funds	**Submitted by:** G. Kaiser

Parking Enforcement
(044-2135-711)

Major Increases (Decreases) in 2023 Budget Request: None.

Parking Lots
(044-7702-738)

Goals/Responsibilities:

Maintain, clean, plow and haul snow from the following City owned or operated lots.

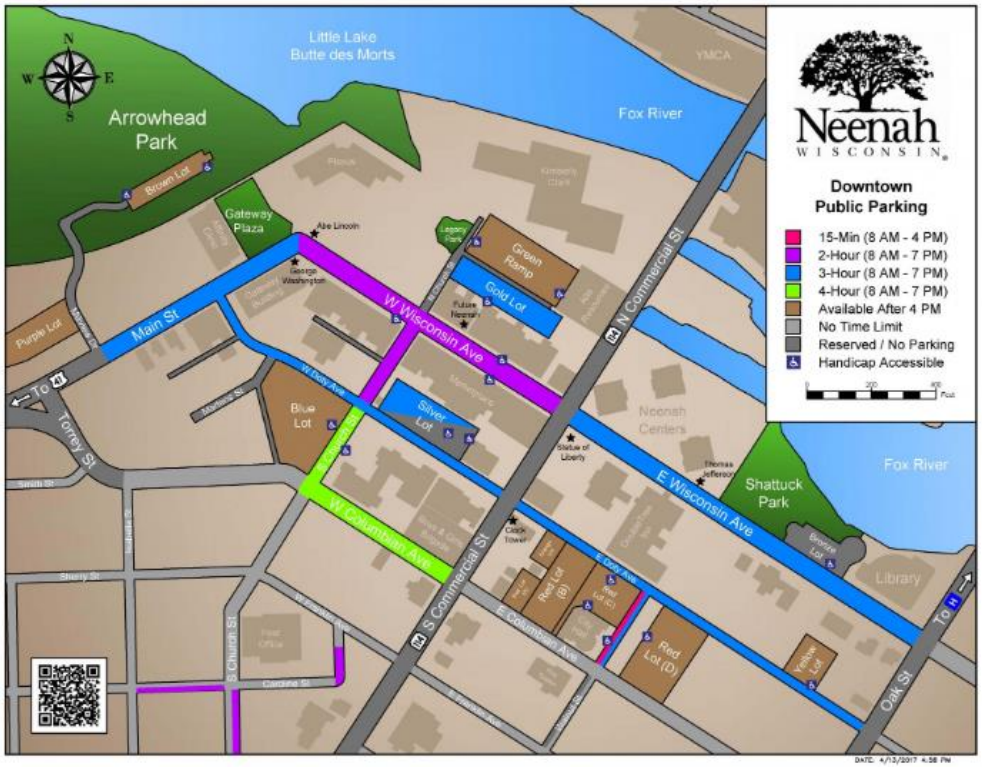
Lot No.	Description	Spaces[1]
1	Blue Lot (Church and W. Doty - leased from First Presbyterian Church)	129
2	Orange Lot (115 E. Doty Av)	16
3	Gold Lot (109 N. Church St)	51
4	High Street Lot (235 Bond St)	35
5	Silver Lot (119 W. Doty Av)	63
6	Red Lot A (216 Walnut St)	99
7	Red Lots B, C, D (around City Administration Building including 112 E. Columbian)	132
8	Brown Lot (Arrowhead Park, 355 Millview Dr)	62
9	Purple Lot (235 Main St)	70
10	Yellow Lot (231 E. Wisconsin Av)	75
11	Smith Street Lot (along Canadian National tracks between Sherry and Smith)	40
12	300 N. Commercial Lot (easement, no snow plowing)	12
13	322/328 N. Commercial Lot (easement)	12
14	307 N. Commercial Lot (easement, no snow plowing)	8
TOTAL		804

Note 1: Total parking spaces in the lot including handicapped accessible spaces.

Additional leased parking spaces that are not maintained by the City include:

Lot No.	Description	Spaces
15	Associated Lot (118 W. Columbian Av)[2]	60
TOTAL		60

Note 2: Leased from Associated Bank with maintenance billed to City.



CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Parking Utility Fund
Program:	**Submitted by:**
Enterprise/Other Funds	G. Kaiser

Parking Lots (cont'd)
(044-7702-738)

2022 Accomplishments:
- Maintained parking lots as required. Contracted maintenance of parking lot landscaping.
- Continued to address capacity changes resulting from the ongoing post-COVID return to in-office work.
- Made adjustments as necessary for downtown construction projects.
- Maintained use of Passport (NuPark) parking management system. Continued to prepare for transition to T2 Systems, the new owner of the parking management software.
- Incorporated parking needs into the downtown master planning process.
- Ended lease of 47 parking spaces from X-Mill.

2023 Goals/Plans:
- Maintain all lots as required. Contract parking lot landscaping.
- Continue to implement recommendations of downtown parking management study.
- Prepare for implementation of surface parking-related recommendations coming from the downtown master plan.
- With Community Development, evaluate future surface lot and/or ramp needs.
- Prepare for adjustments to parking supply based on downtown redevelopment.

Major Increases (Decreases) in 2023 Budget Request: None.

Parking Ramp
(044-7705-738)

Goals/Responsibilities:
Maintain the N. Church Street Ramp (930 spaces).

2022 Accomplishments:
- Continued to maintain the Church Street Ramp.
- Investigated and repaired areas of spalled concrete.
- Replaced corroded drain pipes in the center of the ramp.
- With Police and Information Systems staff, evaluated security camera replacement, including adding locations to improve visibility of areas susceptible to vandalism.

2023 Goals/Plans:
- Replace security cameras.
- Continue maintenance of ramp.
- With Community Development, evaluate future parking ramp needs.

Major Increases (Decreases) in 2023 Budget Request: None.

CITY OF NEENAH
OPERATING BUDGET
***** PARKING EXPENDITURES SUMMARY BY MAJOR DIVISION *****
FOR FISCAL YEAR 2023

PARKING FUND DIVISION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
Parking Enforcement	57,304	59,790	45,874	65,580	89,240	89,240	29,450
Parking Lots	79,018	105,600	46,117	88,110	89,720	89,720	(15,880)
Parking Ramp - Canal	92,189	117,690	65,231	117,990	121,740	121,740	4,050
Special Reserves & Escrow	0	0	0	0	2,130	1,140	1,140
General Fund	136,720	0	0	0	0	0	0
TOTAL PARKING	**365,231**	**283,080**	**157,222**	**271,680**	**302,830**	**301,840**	**18,760**
						Percent Budget Change	**6.63%**

CITY OF NEENAH
OPERATING BUDGET
***** SUMMARY OF PARKING BY TYPE OF EXPENDITURE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PERSONAL SERVICES								
0101	Salaries	4,330	4,420	3,315	4,420	5,590	5,590	
0102	Full Time Hourly Wages	7,811	22,840	5,373	16,000	17,000	17,000	
0103	Temporary Wages	16,442	40,000	11,249	20,000	40,000	40,000	
0104	Overtime Wages	5,779	10,000	3,633	9,000	10,000	10,000	
0110	Health Insurance	5,357	12,040	4,370	12,040	10,950	9,960	
0111	Fringes	4,154	9,170	2,966	6,810	7,930	7,930	
0117	Clothing Allowance	0	1,200	0	1,200	1,200	1,200	
0124	Meal Allowance	96	200	48	100	150	150	
	PERSONAL SERVICES	**43,969**	**99,870**	**30,954**	**69,570**	**92,820**	**91,830**	**(8,040)**
CONTRACTUAL SERVICES								
0202	Outside Printing	1,380	1,400	(25)	1,400	2,000	2,000	
0203	Postage	824	1,000	427	700	1,000	1,000	
0205	Debit Card Fees	3,341	3,500	1,635	3,500	3,500	3,500	
0213	Maint of Motor Vehicles	493	1,000	508	1,000	1,250	1,250	
0214	Maint of Buildings	8,689	18,000	7,871	18,000	18,000	18,000	
0215	Maint of Radio Equipment	0	500	0	500	500	500	
0216	Maint of Operating Equip	193	200	0	100	100	100	
0218	Maint of Software	28,778	300	29,534	30,000	30,000	30,000	
0219	Maintenance of Land	16,520	15,000	5,696	15,000	16,000	16,000	
0221	Telephone	465	470	310	470	470	470	
0222	Electricity	31,434	34,380	21,429	33,700	38,600	38,600	
0224	Water & Sewer	3,928	4,400	2,064	4,400	4,620	4,620	
0226	Storm Water	5,607	5,680	3,008	5,680	5,680	5,680	
0227	Cellular Telephone	1,797	3,000	641	1,500	2,000	2,000	
0236	Outside Services	29,496	37,000	15,717	37,000	37,000	37,000	
0237	Pest Control	2,355	1,750	1,433	1,990	1,900	1,900	
0238	Professional Services	0	250	0	250	250	250	
0242	Permits	0	50	0	50	50	50	
0251	Rental	25,216	24,680	15,263	17,000	17,000	17,000	
0293	Maint of Motor Veh/Fleet	11,910	12,100	7,033	11,500	12,200	12,200	
0294	Oil and Fluids/Fleet	90	220	46	210	210	210	
0296	Maint of Oper Eq/Fleet	890	880	865	1,080	930	930	
	CONTRACTUAL SERVICES	**173,406**	**165,760**	**113,455**	**185,030**	**193,260**	**193,260**	**27,500**
SUPPLIES & MATERIALS								
0301	Office Supplies	0	50	0	50	50	50	
0306	Cleaning/Janitor Supplies	214	1,000	71	600	750	750	
0310	Gasoline & Oil	1,189	3,500	1,102	2,450	3,300	3,300	
0314	Building Maint. Supplies	79	1,500	1,490	1,500	1,500	1,500	
0316	Equipment Maint. Supplies	0	750	18	500	500	500	
0319	Safety Supplies	631	50	175	180	50	50	
0320	Small Tools	239	350	90	350	350	350	
0332	Salt & Stone Chips	8,482	9,500	8,482	9,500	9,500	9,500	
0333	All Other Supplies	50	400	12	400	400	400	
0344	Small Equipment	0	250	147	250	250	250	
0347	Small Computer Hardware	252	0	0	0	0	0	
	SUPPLIES & MATERIALS	**11,136**	**17,350**	**11,587**	**15,780**	**16,650**	**16,650**	**(700)**
OTHER								
0501	Vandalism	0	100	1,227	1,300	100	100	
	OTHER	**0**	**100**	**1,227**	**1,300**	**100**	**100**	**0**
TRANSFERS								
9999	General Fund	136,720	0	0	0	0	0	
	TRANSFERS	**136,720**	**0**	**0**	**0**	**0**	**0**	**0**
	TOTAL PARKING	**365,231**	**283,080**	**157,223**	**271,680**	**302,830**	**301,840**	**18,760**
							Percent Budget Change	**6.63%**

CITY OF NEENAH
OPERATING BUDGET
***** PARKING EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PARKING								
PARKING ENFORCEMENT (2135-711)								
0103	Temporary Wages	16,442	40,000	11,249	20,000	40,000	40,000	
0111	Fringes	600	1,530	430	770	1,330	1,330	
0117	Clothing Allowance	0	1,200	0	1,200	1,200	1,200	
	Personal Services	**17,042**	**42,730**	**11,679**	**21,970**	**42,530**	**42,530**	**(200)**
0202	Outside Printing	1,380	1,400	(25)	1,400	2,000	2,000	
0203	Postage	824	1,000	427	700	1,000	1,000	
0205	Debit Card Fees	3,341	3,500	1,635	3,500	3,500	3,500	
0213	Maint of Motor Vehicles	493	1,000	508	1,000	1,250	1,250	
0215	Maint of Radio Equipment	0	500	0	500	500	500	
0218	Maint Of Software	28,778	300	29,534	30,000	30,000	30,000	
0227	Cellular Telephone	1,797	3,000	641	1,500	2,000	2,000	
0236	Outside Services	1,450	3,000	531	3,000	3,000	3,000	
0293	Maint Of Motor Veh/Fleet	1,131	1,100	126	500	1,200	1,200	
0294	Oil and Fluids/Fleet	90	110	46	110	110	110	
	Contractual Services	**39,284**	**14,910**	**33,423**	**42,210**	**44,560**	**44,560**	**29,650**
0301	Office Supplies	0	50	0	50	50	50	
0310	Gasoline & Oil	726	2,000	773	1,250	2,000	2,000	
0333	All Other Supplies	0	100	0	100	100	100	
0347	Small Computer Hardware	252	0	0	0	0	0	
	Supplies & Materials	**978**	**2,150**	**773**	**1,400**	**2,150**	**2,150**	**0**
	PARKING ENFORCEMENT	**57,304**	**59,790**	**45,875**	**65,580**	**89,240**	**89,240**	**29,450**

CITY OF NEENAH
OPERATING BUDGET
***** PARKING EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PARKING LOT (7702-738)								
0102	Full Time Hourly Wages	5,438	16,610	2,423	10,000	11,000	11,000	
0104	Overtime Wages	5,779	10,000	3,633	9,000	10,000	10,000	
0110	Health Insurance	3,123	8,690	2,148	8,690	6,730	6,730	
0111	Fringes	2,276	5,430	1,236	3,880	4,240	4,240	
0124	Meal Allowance	96	200	48	100	150	150	
	Personal Services	**16,712**	**40,930**	**9,488**	**31,670**	**32,120**	**32,120**	**(8,810)**
0219	Maintenance of Land	16,520	15,000	5,696	15,000	16,000	16,000	
0222	Electricity	1,852	2,480	669	1,800	2,100	2,100	
0226	Storm Water	4,431	4,500	2,420	4,500	4,500	4,500	
0236	Outside Services	2,072	4,000	3,710	4,000	4,000	4,000	
0237	Pest Control	375	150	390	390	300	300	
0251	Rental	25,216	24,680	15,263	17,000	17,000	17,000	
0293	Maint of Motor Veh/Fleet	10,779	11,000	6,908	11,000	11,000	11,000	
0294	Oil and Fluids/Fleet	0	110	0	100	100	100	
0296	Maint of Oper Eq/Fleet	98	550	744	750	600	600	
	Contractual Services	**61,343**	**62,470**	**35,800**	**54,540**	**55,600**	**55,600**	**(6,870)**
0310	Gasoline & Oil	463	1,500	330	1,200	1,300	1,300	
0332	Salt & Stone Chips	500	500	500	500	500	500	
0333	All Other Supplies	0	200	0	200	200	200	
	Supplies & Materials	**963**	**2,200**	**830**	**1,900**	**2,000**	**2,000**	**(200)**
	PARKING LOTS	**79,018**	**105,600**	**46,118**	**88,110**	**89,720**	**89,720**	**(15,880)**
PARKING RAMP - CANAL (7705-738)								
0101	Salaries	4,330	4,420	3,315	4,420	4,640	4,640	
0102	Full Time Hourly Wages	2,373	6,230	2,950	6,000	6,000	6,000	
0110	Health Insurance	2,234	3,350	2,222	3,350	3,230	3,230	
0111	Fringes	1,278	2,210	1,300	2,160	2,170	2,170	
	Personal Services	**10,215**	**16,210**	**9,787**	**15,930**	**16,040**	**16,040**	**(170)**
0214	Maint of Buildings	8,689	18,000	7,871	18,000	18,000	18,000	
0216	Maint of Operating Equip	193	200	0	100	100	100	
0221	Telephone	465	470	310	470	470	470	
0222	Electricity	29,582	31,900	20,759	31,900	36,500	36,500	
0224	Water & Sewer	3,928	4,400	2,064	4,400	4,620	4,620	
0226	Storm Water	1,176	1,180	588	1,180	1,180	1,180	
0236	Outside Services	25,974	30,000	11,476	30,000	30,000	30,000	
0237	Pest Control	1,980	1,600	1,043	1,600	1,600	1,600	
0238	Professional Services	0	250	0	250	250	250	
0242	Permits	0	50	0	50	50	50	
0296	Maint of Oper Eq/Fleet	792	330	121	330	330	330	
	Contractual Services	**72,779**	**88,380**	**44,232**	**88,280**	**93,100**	**93,100**	**4,720**
0306	Cleaning/Janitor Supplies	214	1,000	71	600	750	750	
0314	Building Maint. Supplies	79	1,500	1,490	1,500	1,500	1,500	
0316	Equipment Maint. Supplies	0	750	18	500	500	500	
0319	Safety Supplies	631	50	175	180	50	50	
0320	Small Tools	239	350	90	350	350	350	
0332	Salt & Stone Chips	7,982	9,000	7,982	9,000	9,000	9,000	
0333	All Other Supplies	50	100	12	100	100	100	
0344	Small Equipment	0	250	147	250	250	250	
	Supplies & Materials	**9,195**	**13,000**	**9,985**	**12,480**	**12,500**	**12,500**	**(500)**
0501	Vandalism	0	100	1,227	1,300	100	100	
	Other	**0**	**100**	**1,227**	**1,300**	**100**	**100**	**0**
	PARKING RAMP - CANAL	**92,189**	**117,690**	**65,231**	**117,990**	**121,740**	**121,740**	**4,050**

CITY OF NEENAH
OPERATING BUDGET
***** PARKING EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
SPECIAL RESERVES & ESCROW								
0101	Salaries	0	0	0	0	950	950	
0110	Health Insurance	0	0	0	0	990	0	
0111	Fringes	0	0	0	0	190	190	
	Special Reserves & Escrow	**0**	**0**	**0**	**0**	**2,130**	**1,140**	**1,140**
TRANSFER TO GENERAL FUND (9910-999)								
9999	Transfers	136,720	0	0	0	0	0	
	TRANSFER TO GENERAL FUND	**136,720**	**0**	**0**	**0**	**0**	**0**	**0**
TOTAL PARKING		**365,231**	**283,080**	**157,224**	**271,680**	**302,830**	**301,840**	**18,760**
						Percent Budget Change		**6.63%**

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Sewer Utility Fund
Program:	**Submitted by:**
Enterprise/Other Funds	G. Kaiser/A. Kahl

Sanitary Sewer Utility Fund
2023 Proposed Budget

The City of Neenah Sewer Fund was created by City Ordinance. The purpose of the Fund is to account separately for all revenue and expenditure activities necessary to provide sanitary sewer service to City property owners. Revenues include sewer user fees, interest income and special charges. Costs include collection, transportation system maintenance, wastewater treatment, debt service payments, capital investments, statutory and discretionary reserves and administration charges. Specific system and equipment replacement reserve accounts required by DNR and EPA have been established.

Currently, sanitary sewer rates in Neenah are still among the lowest in the State. The rate history is shown below. A rate study was currently conducted to determine the adequacy of the current rate structure. Further analysis is being done to finalize a recommendation.

Pre 2009: $1.30/1000 gal.	2010: $2.01/1000 gal.	2013: $2.77/1000 gal.
2009: $1.61/1000 gal.	2011: $2.41/1000 gal.	2014: $3.19/1000 gal.

Rate increases have been necessary to address a number of issues:

- Funding for an increase in capital system improvements needed to maintain compliance with the DNR general discharge permit issued in 2014. The system improvements have focused on repairs to reduce infiltration and inflow (I/I) from mains, manholes and laterals.
- Funding of the City's share of the 2013-2014 Neenah-Menasha Sewage Treatment Plant upgrade to equipment and processes. The total cost of those improvements was approximately $23 million and the City of Neenah's share was approximately $11.9 million, or 51.53%. The improvements were funded by each community borrowing from the State Clean Water Loan Fund on behalf of the Neenah-Menasha Sewerage Commission.
- Funding of the City's share of defense costs related to the ongoing Fox River PCB cleanup litigation. Neenah's share of those costs has totaled just over $1.5 million since 1998. With approved settlements in the past several years, these costs should continue to decline.

	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed
Fund Balance, January 1	$4,074,308	$4,893,375	$4,893,375	$4,515,485	$4,515,485
REVENUES					
User Fees	$4,738,436	$4,600,000	$4,600,000	$4,600,000	$4,600,000
Interest	1,853	5,000	6,000	10,000	10,000
Industrial Testing Fees	34,418	35,000	35,000	35,000	35,000
Sewer Assessments	305,977	175,000	175,000	175,000	175,000
Proceeds From Borrowing	1,820,000	1,532,000	1,532,000	2,444,000	2,506,500
Miscellaneous Revenues	14,796	45,000	30,000	45,000	45,000
Total Revenue	$6,915,480	$6,392,000	$6,378,000	$7,309,000	$7,371,500
EXPENDITURES					
Treatment Plant Charges	$2,508,797	$2,652,510	$2,568,640	$2,736,570	$2,736,570
Sewers/Lift Stations Maint.	300,890	315,930	315,930	331,730	334,890
T-V Sewer Insp. & Sealing	59,520	62,500	62,500	65,630	66,250
Administration/Overhead	557,200	585,070	585,070	614,330	620,170
Monthly Billings Charges	246,681	270,000	270,000	270,000	270,000
Ind. Wastewater Monitoring	34,418	35,000	35,000	35,000	35,000
City of Menasha Payment	50,000	50,000	50,000	50,000	50,000
Legal & Miscellaneous	15,224	15,000	15,000	15,000	15,000
Capital Expense	1,188,403	1,532,000	1,532,000	2,444,000	2,506,500
Debt Service Payments	1,135,280	1,321,750	1,321,750	1,378,720	1,378,720
Total Expenditures	$6,096,413	$6,839,760	$6,755,890	$7,940,980	$8,013,100
Excess Revenues Over (Under) Expenditures	$819,067	($447,760)	($377,890)	($631,980)	($641,600)
Fund Balance, December 31	$4,893,375	$4,445,615	$4,515,485	$3,883,505	$3,873,885

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Public Works & Utilities	Storm Water Utility
Program:	**Submitted by:**
Enterprise/Other Funds	G. Kaiser

Storm Water Management Utility
2023 Proposed Budget

A Storm Water Management Utility was created and became effective January 1, 2003. A Storm Water Management Utility is similar to electric, water or wastewater utilities. Users pay for the services provided, which include an improved and better-maintained flood control and drainage system. The utility fee is a user fee charged to all developed properties within the City of Neenah. In this way, property owners pay their fair share of the costs for storm water management. Customers are charged a fee that approximates the relative contribution of storm water runoff from their property based upon the square footage of hard surface (roof surface, driveways, parking lots, etc.).

Customers are billed based upon their property's calculated Equivalent Runoff Unit (ERU). All single-family residential properties in the City are billed as one ERU. The storm water charge appears as a line item on the quarterly utility bills received from the City's Finance Department. The storm water rates were last increased on January 1, 2010 to $84 per ERU. Rates are reviewed each year to insure that revenues are sufficient to operate the Utility and to maintain an adequate fund balance.

	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed
Fund Balance, January 1	$3,302,088	$3,272,467	$3,272,467	$2,965,557	$2,965,557
REVENUES					
User Fees	1,757,508	$1,770,000	$1,780,000	$1,780,000	$1,780,000
Permit Fee	10,425	15,000	15,000	15,000	15,000
Interest	1,876	10,000	6,000	10,000	10,000
Def. Sewer Hook-Up Charge/ Mains	22,210	15,000	15,000	15,000	15,000
Proceeds from Borrowing	1,215,000	1,117,000	1,117,000	1,042,000	1,067,000
WDNR Grant	0	150,000	150,000	0	0
Miscellaneous Revenues	6,104	162,000	170,000	15,000	15,000
Total Revenue	$3,013,123	$3,239,000	$3,253,000	$2,877,000	$2,902,000
EXPENDITURES					
Storm Sewer Operations	$120,313	$154,060	$141,810	$144,110	$144,110
TV Sewers Insp/Sealing	690	7,090	7,050	6,260	6,260
Neenah Creek Control	1,539	8,380	5,790	6,590	6,590
Street Cleaning	165,658	184,580	171,640	182,500	182,500
Snow Hauling	91,009	135,700	80,510	105,970	105,970
Erosion Control Inspection	31,160	32,430	32,430	33,200	33,200
Detention Pond	69,253	86,590	78,740	88,240	88,240
Leaf Collection	161,453	189,960	188,460	175,210	175,210
Other Misc.	6,742	0	0	0	
Special Reseves & Escrow	0	0	0	19,680	10,860
Capital Expense	1,221,388	1,117,000	1,517,000	1,042,000	1,067,000
Transfer to General Fund:					
Utility Monthly Billings	74,687	71,250	71,250	77,000	77,000
PW Support/Overhead	452,610	475,240	475,240	499,000	503,750
Debt Service Payment	646,242	789,990	789,990	898,880	898,880
Total Expenditures	$3,042,744	$3,252,270	$3,559,910	$3,278,640	$3,299,570
Excess Revenues Over (Under) Exp.	($29,621)	($13,270)	($306,910)	($401,640)	($397,570)
Ending Fund Balance as 12/31	$3,272,467	$3,259,197	$2,965,557	$2,563,917	$2,567,987

CITY OF NEENAH
OPERATING BUDGET
***** STORM WATER EXPENDITURES SUMMARY BY MAJOR DIVISION *****
FOR FISCAL YEAR 2023

STORM WATER DIVISION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
Sewer Operation	120,313	154,060	97,956	142,500	144,110	144,110	(9,950)
TV Storm Sewers	690	7,090	0	7,050	6,260	6,260	(830)
Neenah Creek Controls	1,539	8,380	225	5,790	6,590	6,590	(1,790)
Street Cleaning	165,658	184,580	131,617	175,070	182,500	182,500	(2,080)
Fund Charges	56,948	71,250	55,515	76,930	77,000	77,000	5,750
Snow Hauling	91,009	135,700	25,486	80,510	105,970	105,970	(29,730)
Erosion Contr Inspection	31,160	32,430	23,265	32,430	33,200	33,200	770
Detention Pond	69,253	86,590	52,913	86,250	88,240	88,240	1,650
Leaf Collection	161,453	189,960	23,841	188,460	175,210	175,210	(14,750)
Special Reserves	0	0	0	0	19,680	10,860	10,860
Transfers	452,610	475,240	356,430	475,240	499,000	503,750	28,510
TOTAL STORMWATER	**1,150,633**	**1,345,280**	**767,248**	**1,270,230**	**1,337,760**	**1,333,690**	**(11,590)**
						Percent Budget Change	**-0.86%**

CITY OF NEENAH
OPERATING BUDGET
***** SUMMARY OF STORM SEWER BY TYPE OF EXPENDITURE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PERSONAL SERVICES								
0101	Salaries	20,800	21,220	15,915	21,220	31,120	31,120	
0102	Full Time Hourly Wages	191,145	268,670	90,202	212,540	227,500	227,500	
0104	Overtime Wages	21,410	31,000	4,190	25,280	31,100	31,100	
0110	Health Insurance	77,463	103,170	37,620	103,170	96,930	88,110	
0111	Fringes	47,188	65,700	22,521	53,820	58,380	58,380	
0115	Schools/Seminars/Training	0	400	0	400	400	400	
0124	Meal Allowance	240	420	68	120	320	320	
	PERSONAL SERVICES	**358,246**	**490,580**	**170,516**	**416,550**	**445,750**	**436,930**	**(53,650)**
CONTRACTUAL SERVICES								
0204	Conferences & Meetings	204	550	274	550	550	550	
0207	Dues & Memberships	2,360	2,520	2,430	2,520	2,590	2,590	
0216	Maint of Operating Equip	0	1,000	8,507	8,510	1,000	1,000	
0222	Electricity	15,588	15,990	9,075	14,800	16,920	16,920	
0224	Water & Sewer	7,948	7,690	3,520	7,690	8,040	8,040	
0232	Auditing Services	4,725	4,750	4,925	4,930	5,000	5,000	
0236	Outside Services	38,838	55,200	28,364	51,700	54,700	54,700	
0238	Professional Services	14,517	19,500	6,136	16,500	19,500	19,500	
0243	Tipping Fees	28,878	32,000	19,540	29,000	31,000	31,000	
0245	License Fees	4,000	4,000	4,000	4,000	4,000	4,000	
0255	IS Services Internal	10,300	0	0	0	0	0	
0258	GIS Services	0	13,620	10,215	13,620	15,050	15,050	
0293	Maint of Motor Veh/Fleet	84,030	70,950	45,193	65,570	71,550	71,550	
0294	Oil and Fluids/Fleet	1,897	2,590	895	1,560	2,010	2,010	
0296	Maint of Oper Eq/Fleet	35,068	34,650	13,012	32,450	36,100	36,100	
	CONTRACTUAL SERVICES	**248,353**	**265,010**	**156,086**	**253,400**	**268,010**	**268,010**	**3,000**
SUPPLIES & MATERIALS								
0301	Office Supplies	0	50	47	50	50	50	
0310	Gasoline & Oil	31,249	35,000	25,467	38,530	40,200	40,200	
0313	Motor Vehicles Maint. Sup	27	150	0	150	150	150	
0316	Equipment Maint. Supplies	1,565	2,650	0	2,650	2,650	2,650	
0319	Safety Supplies	0	300	327	330	300	300	
0320	Small Tools	0	300	27	300	300	300	
0331	Sand Gravel Hot/Cold Mix	1,559	1,500	2,834	2,840	1,750	1,750	
0333	All Other Supplies	1,936	3,400	2,707	3,500	3,400	3,400	
0339	Tires & Tire Maintenance	2,794	4,000	1,951	4,090	3,600	3,600	
0344	Small Equipment	0	100	0	100	100	100	
	SUPPLIES & MATERIALS	**39,130**	**47,450**	**33,360**	**52,540**	**52,500**	**52,500**	**5,050**
OTHER								
0555	Billing & Admin. Fees	69,962	66,500	50,590	72,000	72,000	72,000	
0588	Uncollectible Write Offs	71	500	266	500	500	500	
9252	Pension Cost	(17,739)	0	0	0	0	0	
	OTHER	**52,294**	**67,000**	**50,856**	**72,500**	**72,500**	**72,500**	**5,500**
TRANSFER TO GENERAL FUND (9910-999)								
0999	Transfers	452,610	475,240	356,430	475,240	499,000	503,750	
	TRANSFER TO GENERAL FUN	**452,610**	**475,240**	**356,430**	**475,240**	**499,000**	**503,750**	**28,510**
	TOTAL STORM WATER	**1,150,633**	**1,345,280**	**767,248**	**1,270,230**	**1,337,760**	**1,333,690**	**(11,590)**
							Percent Budget Change	**-0.86%**

CITY OF NEENAH
OPERATING BUDGET
***** STORM WATER EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
STORM SEWER MANAGEMENT								
SEWER OPERATION (3901-733)								
0102	Full Time Hourly Wages	46,302	57,650	35,837	50,540	52,000	52,000	
0104	Overtime Wages	0	1,000	119	1,000	1,000	1,000	
0110	Health Insurance	15,728	19,070	12,753	19,070	16,970	16,970	
0111	Fringes	9,368	11,990	7,351	10,540	10,700	10,700	
0115	Schools/Seminars/Training	0	200	0	200	200	200	
0124	Meal Allowance	0	20	0	20	20	20	
	Personal Services	**71,398**	**89,930**	**56,060**	**81,370**	**80,890**	**80,890**	**(9,040)**
0204	Conferences & Meetings	204	350	274	350	350	350	
0207	Dues & Memberships	2,360	2,480	2,430	2,480	2,550	2,550	
0222	Electricity	520	990	561	800	920	920	
0224	Water & Sewer	1,737	1,890	840	1,890	1,950	1,950	
0236	Outside Services	7,530	8,500	5,361	8,500	8,500	8,500	
0238	Professional Services	0	4,000	0	4,000	4,000	4,000	
0245	License Fees	4,000	4,000	4,000	4,000	4,000	4,000	
0255	IS Services Internal	10,300	0	0	0	0	0	
0258	GIS Services/Internal	0	13,620	10,215	13,620	15,050	15,050	
0293	Maint of Motor Veh/Fleet	7,870	5,500	6,014	6,020	6,000	6,000	
0294	Oil and Fluids/Fleet	597	1,100	83	400	750	750	
0296	Maint of Oper Eq/Fleet	3,098	2,750	796	2,750	2,750	2,750	
	Contractual Services	**38,216**	**45,180**	**30,574**	**44,810**	**46,820**	**46,820**	**1,640**
0301	Office Supplies	0	50	47	50	50	50	
0308	Books and Periodicals	0	0	0	0	0	0	
0310	Gasoline & Oil	6,855	11,000	4,904	8,000	9,200	9,200	
0313	Motor Vehicles Maint. Sup	0	50	0	50	50	50	
0316	Equipment Maint. Supplies	0	150	0	150	150	150	
0319	Safety Supplies	0	300	327	330	300	300	
0320	Small Tools	0	300	27	300	300	300	
0331	Sand Gravel Hot/Cold Mix	1,559	1,500	2,834	2,840	1,750	1,750	
0333	All Other Supplies	1,649	3,000	2,552	3,000	3,000	3,000	
0335	Manhole/Catch Basin/Pipe	0	0	0	0	0	0	
0339	Tires & Tire Maintenance	565	2,000	365	1,000	1,000	1,000	
0344	Small Equipment	0	100	0	100	100	100	
	Supplies & Materials	**10,628**	**18,450**	**11,056**	**15,820**	**15,900**	**15,900**	**(2,550)**
0588	Uncollectible Write Offs	71	500	266	500	500	500	
	Other	**71**	**500**	**266**	**500**	**500**	**500**	**0**
	SEWER OPERATION	**120,313**	**154,060**	**97,956**	**142,500**	**144,110**	**144,110**	**(9,950)**
TV STORM SEWERS (3902-733)								
0102	Full Time Hourly Wages	0	1,030	0	1,000	500	500	
0110	Health Insurance	0	340	0	340	160	160	
0111	Fringes	0	220	0	210	100	100	
	Personal Services	**0**	**1,590**	**0**	**1,550**	**760**	**760**	**(830)**
0236	Outside Services	690	5,000	0	5,000	5,000	5,000	
0238	Professional Services	0	500	0	500	500	500	
	Contractual Services	**690**	**5,500**	**0**	**5,500**	**5,500**	**5,500**	**0**
	TV STORM SEWERS	**690**	**7,090**	**0**	**7,050**	**6,260**	**6,260**	**(830)**

CITY OF NEENAH
OPERATING BUDGET
***** STORM WATER EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
NEENAH CREEK CONTROLS (3903-733)								
0102	Full Time Hourly Wages	998	5,150	144	3,000	4,000	4,000	
0110	Health Insurance	339	1,670	51	1,670	1,280	1,280	
0111	Fringes	202	1,060	30	620	810	810	
	Personal Services	**1,539**	**7,880**	**225**	**5,290**	**6,090**	**6,090**	**(1,790)**
0236	Outside Services	0	500	0	500	500	500	
	Contractual Services	**0**	**500**	**0**	**500**	**500**	**500**	**0**
	NEENAH CREEK CONTROLS	**1,539**	**8,380**	**225**	**5,790**	**6,590**	**6,590**	**(1,790)**
STREET CLEANING (3904-733)								
0102	Full Time Hourly Wages	52,990	65,880	40,573	55,000	62,000	62,000	
0104	Overtime Wages	18	0	279	280	100	100	
0110	Health Insurance	17,587	21,410	14,490	21,410	19,880	19,880	
0111	Fringes	10,720	13,460	8,347	11,260	12,530	12,530	
	Personal Services	**81,315**	**100,750**	**63,689**	**87,950**	**94,510**	**94,510**	**(6,240)**
0224	Water & Sewer	6,211	5,800	2,681	5,800	6,090	6,090	
0236	Outside Services	0	500	0	500	500	500	
0243	Tipping Fees	28,878	31,000	19,540	28,000	30,000	30,000	
0293	Maint of Motor Veh/Fleet	34,359	33,000	26,868	33,000	33,000	33,000	
0294	Oil and Fluids/Fleet	564	830	328	500	600	600	
0296	Maint of Oper Eq/Fleet	1,535	1,100	395	1,100	1,100	1,100	
	Contractual Services	**71,547**	**72,230**	**49,812**	**68,900**	**71,290**	**71,290**	**(940)**
0310	Gasoline & Oil	12,685	11,000	17,530	17,530	16,000	16,000	
0313	Motor Vehicles Maint. Sup	27	100	0	100	100	100	
0339	Tires & Tire Maintenance	84	500	586	590	600	600	
	Supplies & Materials	**12,796**	**11,600**	**18,116**	**18,220**	**16,700**	**16,700**	**5,100**
	STREET CLEANING	**165,658**	**184,580**	**131,617**	**175,070**	**182,500**	**182,500**	**(2,080)**
FUND CHARGES (3905-733)								
0232	Auditing Services	4,725	4,750	4,925	4,930	5,000	5,000	
	Contractual Services	**4,725**	**4,750**	**4,925**	**4,930**	**5,000**	**5,000**	**250**
0555	Billing & Admin. Fees	69,962	66,500	50,590	72,000	72,000	72,000	
	Other	**69,962**	**66,500**	**50,590**	**72,000**	**72,000**	**72,000**	**5,500**
9252	Pension Cost	(17,739)	0	0	0	0	0	
	Other	**(17,739)**	**0**	**0**	**0**	**0**	**0**	**0**
	FUND CHARGES	**56,948**	**71,250**	**55,515**	**76,930**	**77,000**	**77,000**	**5,750**

CITY OF NEENAH
OPERATING BUDGET
***** STORM WATER EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
SNOW HAULING (3906-733)								
0102	Full Time Hourly Wages	28,267	51,470	8,387	20,000	33,000	33,000	
0104	Overtime Wages	13,528	20,000	3,792	14,000	20,000	20,000	
0110	Health Insurance	13,718	23,410	4,320	23,410	16,970	16,970	
0111	Fringes	8,452	14,720	2,508	7,000	10,700	10,700	
0124	Meal Allowance	240	400	68	100	300	300	
	Personal Services	**64,205**	**110,000**	**19,075**	**64,510**	**80,970**	**80,970**	**(29,030)**
0236	I Services	0	1,500	0	1,000	1,000	1,000	
0293	Conferences & Meetings	20,243	18,700	5,411	11,000	18,000	18,000	
0296	Dues & Memberships	6,561	5,500	0	3,000	5,500	5,500	
	Contractual Services	**26,804**	**25,700**	**5,411**	**15,000**	**24,500**	**24,500**	**(1,200)**
0339	Tires & Tire Maintenance	0	0	1,000	1,000	500	500	
	Supplies & Materials	**0**	**0**	**1,000**	**1,000**	**500**	**500**	**500**
	SNOW HAULING	**91,009**	**135,700**	**25,486**	**80,510**	**105,970**	**105,970**	**(30,230)**
EROSION CONTROL (3907-733)								
0101	Salaries	20,800	21,220	15,915	21,220	22,070	22,070	
0110	Health Insurance	6,160	5,490	4,140	5,490	5,310	5,310	
0111	Fringes	4,200	4,280	3,210	4,280	4,380	4,380	
0115	Schools/Seminars/Training	0	200	0	200	200	200	
	Personal Services	**31,160**	**31,190**	**23,265**	**31,190**	**31,960**	**31,960**	**770**
0204	Conferences & Meetings	0	200	0	200	200	200	
0207	Dues & Memberships	0	40	0	40	40	40	
0236	Outside Services	0	1,000	0	1,000	1,000	1,000	
	Contractual Services	**0**	**1,240**	**0**	**1,240**	**1,240**	**1,240**	**0**
	EROSION CONTROL	**31,160**	**32,430**	**23,265**	**32,430**	**33,200**	**33,200**	**770**
DETENTION POND (3908-733)								
0102	Full Time Hourly Wages	5,200	10,290	4,184	10,000	11,000	11,000	
0110	Health Insurance	1,766	3,350	1,484	3,350	3,520	3,520	
0111	Fringes	1,050	2,100	854	2,040	2,220	2,220	
	Personal Services	**8,016**	**15,740**	**6,522**	**15,390**	**16,740**	**16,740**	**1,000**
0216	Maint of Operating Equip	0	1,000	8,507	8,510	1,000	1,000	
0222	Electricity	15,068	15,000	8,513	14,000	16,000	16,000	
0236	Outside Services	30,618	38,000	23,004	35,000	38,000	38,000	
0238	Professional Services	14,517	15,000	6,136	12,000	15,000	15,000	
0293	Maint of Motor Veh/Fleet	594	550	230	550	550	550	
0296	Maint of Oper Eq/Fleet	440	1,100	0	600	750	750	
	Contractual Services	**61,237**	**70,650**	**46,390**	**70,660**	**71,300**	**71,300**	**650**
0333	All Other Supplies	0	200	0	200	200	200	
	Supplies & Materials	**0**	**200**	**0**	**200**	**200**	**200**	**0**
	DETENTION POND	**69,253**	**86,590**	**52,912**	**86,250**	**88,240**	**88,240**	**1,650**

CITY OF NEENAH
OPERATING BUDGET
***** STORM WATER EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
LEAF COLLECTION (3909-733)								
0102	Full Time Hourly Wages	57,388	77,200	1,076	73,000	65,000	65,000	
0104	Overtime Wages	7,864	10,000	0	10,000	10,000	10,000	
0110	Health Insurance	22,165	28,430	382	28,430	24,020	24,020	
0111	Fringes	13,196	17,870	221	17,870	15,130	15,130	
	Personal Services	**100,613**	**133,500**	**1,679**	**129,300**	**114,150**	**114,150**	**(19,350)**
0236	Outside Services	0	200	0	200	200	200	
0243	Tipping Fees	0	1,000	0	1,000	1,000	1,000	
0293	Maint of Motor Veh/Fleet	20,964	13,200	6,670	15,000	14,000	14,000	
0294	Oil and Fluids/Fleet	736	660	484	660	660	660	
0296	Maint of Oper Eq/Fleet	23,434	24,200	11,821	25,000	26,000	26,000	
	Contractual Services	**45,134**	**39,260**	**18,975**	**41,860**	**41,860**	**41,860**	**2,600**
0310	Gasoline & Oil	11,709	13,000	3,032	13,000	15,000	15,000	
0316	Equipment Maint. Supplies	1,565	2,500	0	2,500	2,500	2,500	
0333	All Other Supplies	287	200	155	300	200	200	
0339	Tires & Tire Maintenance	2,145	1,500	0	1,500	1,500	1,500	
	Supplies & Materials	**15,706**	**17,200**	**3,187**	**17,300**	**19,200**	**19,200**	**2,000**
	LEAF COLLECTION	**161,453**	**189,960**	**23,841**	**188,460**	**175,210**	**175,210**	**(14,750)**
SPECIAL RESERVES & ESCROW								
0101	Salaries	0	0	0	0	9,050	9,050	
0110	Health Insurance	0	0	0	0	8,820	0	
0111	Fringes	0	0	0	0	1,810	1,810	
	Special Reserves & Escrow	**0**	**0**	**0**	**0**	**19,680**	**10,860**	**10,860**
TRANSFER TO GENERAL FUND (9910-999)								
0999	Transfers	452,610	475,240	356,430	475,240	499,000	503,750	
	TRANSFER TO GENERAL FUND	**452,610**	**475,240**	**356,430**	**475,240**	**499,000**	**503,750**	**28,510**
STORM SEWER MANAGEMENT		**1,150,633**	**1,345,280**	**767,247**	**1,270,230**	**1,337,760**	**1,333,690**	**(11,590)**
						Percent Budget Change		**-0.86%**

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Water	Water Utility
Program:	**Submitted by:**
Enterprise Funds	Anthony Mach

Water Utility
2023 Proposed Budget

The purpose of the Water Utility Fund is to account separately for all revenues and expenditure activities necessary to provide water to Utility customers. Revenues include water user fees, public fire charges, private fire charges, interest income, and special charges. Costs include pumping, treatment and distribution of water, billing and collection, debt service payments, capital investments, administrative charges, and the payment in lieu of taxes (PILOT) to the City. The last water rate increase went into effect on January 1, 2011. At that time, the Public Service Commission of Wisconsin (PSCW) authorized the Utility to set aside funds on a monthly basis to pay for large operations and maintenance projects. Those totals are designated on the Utility Balance Sheet under Temporary Investments in the "Replacement Reserves" line.

The 2022 mid-year Replacement Reserve Totals reported are $3,581,326. In 2023, the Utility will use funds from the account to pay for several maintenance projects including refurbishment of the Cecil Tower. Revenues for 2022 are reflecting a positive upturn in the economy, but the effects of COVID-19 on the commercial and industrial sectors are still being felt City-wide.

Water sales continue to trend slightly upward and the Utility continues to be efficient and effective. This has allowed water rates to remain static since January 2011. Overall, the annual financial rate of return remained positive which indicates the Utility is in good overall financial condition. The long-term goal is to reduce outstanding debt, stabilize rates and focus on infrastructure improvements.

Major Accomplishments in 2022 include the replacement of water mains on Apple Blossom Drive, Fredrick Drive, Green Acres Lane, Honeysuckle Lane, Meadow Lane, Primrose Lane, and Wild Rose Lane. In addition, the Utility has completed replacements of lead service lines on portions of S. Commercial Street, Grove Street, and Dieckhoff Street. Developments in the Woodenshoe Road and CTH G corridor are necessitating expansions in the distribution system including the design and construction of a west side booster station. Accurate water main and water service data continues to be collected and refined as the Water Utility takes full advantage of its GIS system. The Water Utility continues to focus on the removal of lead service lines within the system during all construction projects.

Goals for 2023 include the replacement of water mains and services on Chestnut Street, Elm Street, Reed Street, Laudan Boulevard, Dieckhoff Street, and Burr Avenue. The Utility is planning on replacing the dump truck, refurbishing the Cecil Street Water Tower, and adding a booster station on the west side. This will allow us to continue to provide exceptional water main and service maintenance 24/7/365. Staff continue to focus on pump refurbishments and replacements as well as other maintenance projects which will keep the operation safe and secure.

Revenues	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed
Water Sales					
Unmetered Sales					
Sales to General Customers	$8,104	$7,500	$7,500	$7,500	$7,500
Public Fire Protection	$1,699,063	$1,690,000	$1,707,000	$1,707,000	$1,707,000
Private Fire Protection	$135,117	$133,000	$136,800	$137,000	$137,000
Total Unmetered Sales	$1,842,284	$1,830,500	$1,851,300	$1,851,500	$1,851,500
Metered Sales					
Residential	$3,273,370	$3,200,000	$3,150,000	$3,150,000	$3,150,000
Multi Family Residential	$150,971	$165,000	$145,000	$160,000	$160,000
Commercial	$925,623	$840,000	$810,000	$840,000	$840,000
Industrial	$1,748,790	$1,650,000	$1,744,000	$1,666,500	$1,666,500
Public Authority	$121,647	$128,500	$128,500	$128,500	$128,500
Total Metered Sales	$6,220,401	$5,983,500	$5,977,500	$5,945,000	$5,945,000
Total Sales of Water	$8,062,685	$7,814,000	$7,828,800	$7,796,500	$7,796,500

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Water	Water Utility
Program:	**Submitted by:**
Enterprise Funds	Anthony Mach

Other Revenues	**2021 Actual**	**2022 Budget**	**2022 Estimate**	**2023 Request**	**2023 Proposed**
Other Operating Revenues					
Forfeited Discounts	$26,707	$70,000	$25,000	$60,000	$60,000
Miscellaneous Service	$21,664	$25,950	$22,580	$25,600	$25,600
Rentals	$113,383	$115,700	$115,400	$118,000	$118,000
Other	$46,408	$61,850	$44,100	$47,000	$47,000
Total Other Operating Revenues	$208,162	$273,500	$207,080	$250,600	$250,600
Income					
Merchandising & Jobbing	$5,462	$10,000	$10,000	$10,000	$10,000
Interest	$20,814	$30,000	$60,000	$75,000	$75,000
P-Card Rebate	$11,984	$7,500	$8,300	$8,000	$8,000
Amort. On Long-term Debt Discounts	$15,809	$2,520	$2,520	$2,520	$2,520
Miscellaneous Non-Operating	$429,677	$0	$0	$0	$0
Total Income	$483,746	$50,020	$80,820	$95,520	$95,520
Total Other Revenues	$691,908	$323,520	$287,900	$346,120	$346,120
Total Sales and Other Revenues	$8,754,593	$8,137,520	$8,116,700	$8,142,620	$8,142,620

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Water	Water Utility
Program:	**Submitted by:**
Enterprise Funds	Anthony Mach

Expenses	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed
Maintenance Expenses					
Source of Supply					
Supervision and Engineering	$10,801	$15,400	$10,000	$15,400	$15,400
Lake and River Intake	$5,760	$20,000	$19,000	$20,000	$20,000
Total Source of Supply	$16,561	$35,400	$29,000	$35,400	$35,400
Pumping Expenses					
Supervision and Engineering	$15,438	$15,000	$11,500	$15,000	$15,000
Structures and Improvements	$0	$1,000	$0	$1,000	$1,000
Power and Production Equipment	$0	$1,000	$0	$0	$0
Pumping Equipment	$0	$25,500	$10,000	$25,500	$25,500
Total Pumping Expense	$15,438	$42,500	$21,500	$41,500	$41,500
Water Treatment Expenses					
Supervision and Engineering	$33,870	$38,000	$18,000	$30,000	$30,000
Structures and Improvements	$148,835	$458,000	$488,000	$150,000	$150,000
Water Treatment Equipment	$127,783	$475,000	$475,000	$475,000	$475,000
Total Water Treatment Exp.	$310,488	$971,000	$981,000	$655,000	$655,000
Distribution Expenses					
Supervision and Engineering	$14,312	$30,000	$18,000	$30,000	$30,000
Structures and Improvements	$270	$5,000	$5,000	$5,000	$5,000
Reservoir and Standpipes	$0	$1,000	$1,120	$520,000	$520,000
Mains	$243,918	$250,000	$90,000	$250,000	$250,000
Services	$47,295	$100,000	$44,000	$100,000	$100,000
Meters	$1,631	$11,000	$5,000	$11,000	$11,000
Hydrants	$19,508	$15,000	$8,000	$40,000	$40,000
Miscellaneous Plant	-$2,073	$6,000	-$1,000	$0	$0
Total Distribution Expenses	$324,861	$418,000	$170,120	$956,000	$956,000
General Plant					
SCADA	$0	$0	$0	$0	$0
Total General Plant	$0	$0	$0	$0	$0
Total Maintenance Expenses	$667,348	$1,466,900	$1,201,620	$1,687,900	$1,687,900

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Water	Water Utility
Program:	**Submitted by:**
Enterprise Funds	Anthony Mach

Expenses	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed
Operations Expenses					
Source of Supply					
O & M Supervision	$2,828	$4,500	$2,800	$4,500	$4,500
Labor & Other Expenses	$0	$500	$0	$500	$500
Total Source of Supply	$2,828	$5,000	$2,800	$5,000	$5,000
Pumping Expenses					
O & M Supervision	$12,364	$13,500	$10,000	$13,500	$13,500
Fuel or Power for Pumping	$125,807	$133,000	$130,000	$140,000	$140,000
Pumping Labor & Expenses	$96,577	$86,000	$80,000	$90,300	$90,300
Miscellaneous Expenses	$12,410	$13,500	$13,500	$15,000	$15,000
Total Pumping Expense	$247,158	$246,000	$233,500	$258,800	$258,800
Water Treatment Expenses					
O & M Supervision	$29,262	$36,000	$25,000	$36,000	$36,000
Chemicals	$423,926	$481,000	$400,000	$520,000	$520,000
Treatment Labor & Expenses	$326,796	$297,000	$295,000	$312,000	$312,000
Miscellaneous Expenses	$71,634	$82,400	$79,000	$90,600	$90,600
Commercial Dumpster	$970	$1,100	$970	$1,200	$1,200
Total Water Treatment Exp.	$852,588	$897,500	$799,970	$959,800	$959,800
Distribution Expenses					
O & M Supervision	$17,414	$26,500	$10,000	$26,500	$26,500
Storage Facility Expenses	$9,950	$9,800	$7,000	$10,800	$10,800
Water Main Expenses	$85,017	$100,000	$90,000	$105,000	$105,000
Meter Expenses	$37,077	$100,000	$60,000	$110,000	$110,000
Customer Installation	$27,221	$38,000	$25,000	$38,000	$38,000
Miscellaneous Expenses	$78,228	$70,000	$70,000	$77,000	$77,000
Total Distribution Expenses	$254,907	$344,300	$262,000	$367,300	$367,300
Customer Accounts Expenses					
Supervision	$14,853	$25,500	$13,000	$25,500	$25,500
Meter Reading	$8,524	$24,500	$15,000	$24,500	$24,500
Customer Records & Collection	$106,820	$102,000	$102,000	$107,100	$107,100
Uncollectible Accounts	$294	$3,000	$5,000	$3,000	$3,000
Total Customer Expenses	$130,491	$155,000	$135,000	$160,100	$160,100
Total Operations Expenses	$1,487,972	$1,647,800	$1,433,270	$1,751,000	$1,751,000

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Water	Water Utility
Program:	**Submitted by:**
Enterprise Funds	Anthony Mach

Expenses	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed
Admin & General Expenses					
Admin & General Salaries	$210,066	$189,000	$208,000	$216,000	$216,000
Office Supplies & Expenses	$3,697	$8,000	$5,500	$8,000	$8,000
Outside Services	$13,167	$100,000	$60,000	$100,000	$100,000
Auditing Services	$13,000	$13,400	$13,400	$14,500	$14,500
Property Insurance	$27,485	$30,000	$29,010	$33,000	$33,000
Liability Insurance	$35,918	$40,000	$40,000	$44,000	$44,000
Rent	$10,890	$11,300	$11,300	$11,700	$11,700
Pensions & Benefits/OPEB	$381,253	$415,000	$415,000	$415,000	$415,000
Miscellaneous Expenses	$13,202	$30,900	$15,000	$30,900	$30,900
Special Reserves & Escrow	$0	$35,950	$0	$48,740	$48,740
Regulatory Commission	$0	$0	$0	$0	$0
Total Admin & Gen. Expenses	$708,678	$873,550	$797,210	$921,840	$921,840
Total Maintenance Expenses	$667,348	$1,466,900	$1,201,620	$1,687,900	$1,687,900
Total Operations Expenses	$1,487,972	$1,647,800	$1,433,270	$1,751,000	$1,751,000
Depreciation	$1,443,785	$1,600,000	$1,618,240	$1,600,000	$1,600,000
Tax Expense					
PILOT	$1,012,465	$1,055,000	$1,005,450	$1,005,450	$1,005,450
PSC Remainder Assessment	$9,543	$9,000	$10,450	$11,500	$11,500
Payroll Tax	$68,792	$70,900	$78,000	$82,000	$82,000
DNR Lake Withdrawal Fees	$5,462	$5,900	$6,026	$6,300	$6,300
Transportation Fee	$667	$790	$790	$790	$790
Total Tax Expense	$1,096,929	$1,141,590	$1,100,716	$1,106,040	$1,106,040
Total Operating Expenses	$5,404,712	$6,729,840	$6,151,056	$7,066,780	$7,066,780
Non-Operating Expenses					
Interest on Long-term Debt	$169,326	$116,930	$116,930	$77,020	$77,020
Amortization on Long-term Debt	$3,041	$0	$0	$0	$0
Other Income Deductions	$146,909	$145,000	$145,000	$150,000	$150,000
Borrowing Expense (Refunding)	$0	$0	$0	$0	$0
Revenue Bond Retirement	$2,198,470	$1,675,900	$1,675,900	$1,718,410	$1,718,410
Total Non-Operating Expenses	$2,517,746	$1,937,830	$1,937,830	$1,945,430	$1,945,430
Total Expenses	$7,922,458	$8,667,670	$8,088,886	$9,012,210	$9,012,210

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Water	Water Utility
Program:	**Submitted by:**
Enterprise Funds	Anthony Mach

Neenah Water Utility Operating Budget Summary

Category	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed
Total Sales of Water	$8,062,685	$7,814,000	$7,828,800	$7,796,500	$7,796,500
Total Other Revenues	$691,908	$323,520	$287,900	$346,120	$346,120
Borrowed For Operations	$0	$0	$0	$0	$0
Total Sales and Other Revenues	$8,754,593	$8,137,520	$8,116,700	$8,142,620	$8,142,620
Depreciation	$1,443,785	$1,600,000	$1,618,240	$1,600,000	$1,600,000
Admin and General Expenses	$708,678	$873,550	$797,210	$921,840	$921,840
Maintenance Expenses	$667,348	$1,466,900	$1,201,620	$1,687,900	$1,687,900
Operation Expenses	$1,487,972	$1,647,800	$1,433,270	$1,751,000	$1,751,000
Tax Expense	$1,096,929	$1,141,590	$1,100,716	$1,106,040	$1,106,040
Total Operating Expenses	$3,960,927	$5,129,840	$4,532,816	$5,466,780	$5,466,780
Total Non-Operating Expenses	$2,517,746	$1,937,830	$1,937,830	$1,945,430	$1,945,430
Total Expenses	$7,922,458	$8,667,670	$8,088,886	$9,012,210	$9,012,210
Other Funds Available					
Revenue Bond	$0	$0	$0	$0	$0
Assessments	$0	$0	$0	$0	$0
Total Other Funds Available	$0	$0	$0	$0	$0
Other Expenses					
Utility Funded CIP Not Included Above	$1,332,000	$2,623,000	$1,970,000	$4,487,000	$4,487,000
Projects Paid By Revenue Bond	$0	$0	$0	$0	$0
Total Other Expenses	$1,332,000	$2,623,000	$1,970,000	$4,487,000	$4,487,000

CITY OF NEENAH
REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES

Department/Office:	**Budget:**
Water Utilities	Water
Program:	**Submitted by:**
Enterprise Fund	Anthony Mach

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved	Current	Requested
	Grade/Monthly		Grade/Monthly		Budget	Estimate	For
POSITION TITLE	Sal./Hr. Rate	No.	Sal./Hr. Rate	No.	for 2022	for 2022	2023
FULL TIME							
Director of Water Utilities	Grade R3	1.00	Grade R3	1.00	$99,620	$99,620	$100,330
Water Distribution Mgr.	Grade M4	1.00	Grade M4	1.00	83,930	83,930	84,550
Water Treatment Manager	Grade M4	1.00	Grade M4	1.00	83,380	83,380	84,000
Distribution Maint. Tech II	Grade JH	1.00	Grade JH	1.00	70,850	70,850	71,380
Plant Electrical Technician	Grade JH	1.00	Grade JH	1.00	68,950	68,950	69,460
Plant Operators & Relief	Grade HH	6.00	Grade HH	6.00	377,260	368,280	378,940
Plant Mechanical Technician	Grade IH	1.00	Grade IH	1.00	63,770	63,770	64,170
Distribution Maint. Tech I	Grade HH	5.00	Grade HH	5.00	277,190	271,650	282,870
Subtotal		17.00		17.00	$1,124,950	$1,110,430	$1,135,700
PART-TIME							
Administrative Assistant (1033 Hrs)	Grade FH	0.53	Grade FH	0.53	24,730	24,730	24,910
OTHER COMPENSATION							
Overtime	-		-		90,000	90,000	90,000
Accrued Wages	-		-		0	0	0
On-Call Stipend	-		-		13,000	13,000	13,000
TOTAL	XXX	17.53	XXX	17.53	$1,252,680	$1,238,160	$1,263,610

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DEPARTMENT OF INFORMATION SYSTEMS

Department Head

Joseph Wenninger

Major Activities

The Department is responsible for the coordination of systems development; implementation and operation of the City's automated information systems, including GIS (Geographic Information System); the maintenance and operation of the City's VoIP (Voice over IP) phone system; and the maintenance of the Audio/Video system in the Council Chambers. The department is operated as an Internal Service Fund with revenue generated by annual charges back to all departmental budgets and other outside entities.

Starting in 2022, the responsibility for GIS services previous accounted for in this budget has been transferred to Community Development.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$774,071	$708,480	$827,940	16.86%	$696,630	-1.67%
No. of Employees (FTE)	6	5	5	0.00%	5	0.00%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Information Systems Fund

Mayor's Comments: **(142,540)**

I am recommending the following reductions to the IS budget: Removal of the Help Desk Technician position request ($71,310), the request for additional Outside Software Services ($60,000), and Health Insurance ($11,230).

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:** Information Systems
Information Systems	Internal Service Fund
Program:	**Submitted by:**
Internal Service	Joseph L. Wenninger

Information Systems Internal Service Fund
2023 Proposed Budget

The Information Systems Internal Service Fund was created in 2009 and implemented with the adoption of the City's 2010 Operating Budget. The Internal Service Fund consists of IS service charges and printer/copy charges. The IS service charges are the result of an analysis to confirm that past methodologies utilized to allocate service fees to the City of Menasha for their tax application outsourced to the City of Neenah, the joint Menasha-Neenah Municipal Court and Neenah-Menasha Fire Rescue functions and the City's Water Utility function were equitable. During this process, it was decided that the formula created to ensure consistency between the aforementioned functions be utilized to spread costs across all departments/entities identifying their true budget impact. The formula utilized to allocate the costs consists of:

1) All operating budget costs allocated based on a five factor formula (Formula factors/weighting - Network Utilization 30%, Number of Devices 25%, Number of Users 25%, Storage Requirements 15% and Department Specific Servers 5%); and
2) Pro-rated CIP budget costs, after life cycle amortization, allocated based on the five factor formula; and
3) Printer/copy/fax charges are the result of the Managed Print Care agreement with Gordon Flesch Company, where all print/copy/fax costs are passed through Information Systems for allocation to individual departments.

	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed
Fund Balance (Deficit), January 1	$88,584	$75,869	$75,869	$82,129	$82,129
REVENUES					
Printer/Copy Charges	$28,937	$32,000	$29,500	$29,500	$29,500
IS Service Charges	878,830	652,700	652,700	929,900	767,360
Miscellaneous Charges	13,589	16,530	18,540	4,870	4,870
Total Revenue	$921,356	$701,230	$700,740	$964,270	$801,730
EXPENDITURES					
Personal Services	$630,760	$562,970	$556,820	$633,430	$562,120
Contractual Services	112,356	122,210	111,960	168,810	108,810
Supplies & Materials/Other	6,532	3,300	5,700	5,700	5,700
Capital Outlay	24,423	20,000	20,000	20,000	20,000
Special Reserves & Escrow	0	0	0	29,180	17,950
Transfer to General Fund	160,000	0	0	0	0
Total Expenditures	$934,071	$708,480	$694,480	$857,120	$714,580
Excess Revenues Over (Under) Expenditures	($12,715)	($7,250)	$6,260	$107,150	$87,150
Fund Balance, December 31	$75,869	$68,619	$82,129	$189,279	$169,279

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Information Systems	**Budget:** Information Systems
Program: Internal Service	**Submitted by:** Joseph L. Wenninger

Goals/Responsibilities:
Coordinate systems development, implementation and operation of the City's automated information systems including telephones. Assist the Common Council in setting priorities for coordinated systems applications and operations within City departments. Recommend software applications and hardware for all City departments.

Activities:
Work with "user" departments to coordinate needs, requests and timing of information technology projects. Direct the operation of the City's iSeries servers, network server(s), phone system, surveillance camera system and broadcast camera system utilizing current technology practices. Design, develop and implement systems. Acquire and oversee programming services and supplies, security, validity and protection. Remain knowledgeable of new systems, equipment and technologies.

2022 Accomplishments:
Information Systems

- Continued effort to decommission Power 9 (iSeries) platform:
  - Migrate workflow applications from Domino platform in preparation of Office 365 implementation.
  - Implemented LaserFiche, a Windows Server Document Imaging solution and initiated document migration from IMS/21 application.
  - Develop strategy for outlier applications not accounted for in the City's "Strategic Technology Plan" developed in late 2019.
- Continued review and implement security measures:
  - Performed, with the aid of a cybersecurity vendor, a full cybersecurity analysis of the City's data systems with a remediation roadmap.
  - Address City staff education through the "Employee Awareness" program.
  - Windows/Software patch processes. Implemented tools to more easily and quickly respond and distribute patches.
- Continued implementation of identified CentralSquare modules as part of the City's multi-year ERP project.
  - Utility Billing (CX) customer portal enhancements.
  - Business License (BL) implementation.
  - Purchasing and Inventory Module implementation initiated.
  - Prep work for additional module implementations in 2023
- Continued SMART Cities initiative of project identification and implementation, including build outs to the City's fiber network where beneficial.
- Refreshed the City's Website, integrating new features and capabilities into the current scheme and improve staff management of site with new tools
- Continued to support user departments in pushing electronic documents, with and without payment options, to citizens via the City Website and to City staff for internal processes.
- Continued to research and expand staff utilization of the City's Citrix environment.
- Continued to participate and provide necessary technology support to ensure the success of LEAN initiatives.
- Continued American with Disabilities Act (ADA) website and customer portal remediation.

2023 Goals/Plans:
Information Systems

- Continue effort to decommission Power 9 (iSeries) platform:
  - Migrate workflow applications from Domino platform in preparation of Office 365 implementation.
  - Migrate documents from IMS/21 application to LaserFiche in addition to developing paperless workflows and integrating documents into the City's ERP solution.
  - Develop strategy for outlier applications not accounted for in the City's "Strategic Technology Plan" developed in late 2019.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Information Systems	**Budget:** Information Systems
Program: Internal Service	**Submitted by:** Joseph L. Wenninger

- Continually review and implement security measures:
    - Continue to implement Security Assessment recommendations and work towards meeting the Center of Internet Security's Critical Controls framework.
    - City staff education through the "Employee Awareness" program.
    - Windows/Software patch processes. Implemented tools to more easily and quickly respond and distribute patches.
- Continue implementation of identified CentralSquare modules as part of the City's multi-year ERP project.
    - Purchasing/Inventory Module (Initiated in 2022).
    - Work Orders/Facility Management and Mobile Work Orders.
    - Fleet Management.
- Infrastructure Updates/Replacements.
    - Core switch in Production Data Center.
    - SAN Storage solution in Redundant Data Center.
- Continue SMART Cities initiative of project identification and implementation, including build outs to the City's fiber network where beneficial.
- Continue to research and move staff to the City's Citrix environment.
- Perform analysis of the current technology in the Council Chambers and develop a replacement plan for obsolete equipment.
- Refresh of City Website, integrating new features and capabilities into the current scheme and improve staff management of site with new tools.
- Continue to participate and provide necessary technology support to ensure the success of LEAN initiatives.
- Continue American with Disabilities Act (ADA) website and customer portal remediation.

Major Increases (Decreases) in 2023 Budget Request:

Salaries/Health Insurance/Fringes: $65,000 increase due to additional staffing necessary to support the City's current technology environment, manage the City's ever-changing security efforts and implement new technology as requested by City departments.

Outside Software Services: $60,000 increase due to outsourcing support of the City's current technology environment, manage the City's ever-changing security efforts and/or implement new technology as requested by City departments because of department being understaffed.

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
INFORMATION SYSTEMS								
OPERATIONS (1701-708)								
0101	Salaries	377,893	389,160	284,181	389,370	434,490	391,990	
0110	Health Insurance	88,720	96,390	72,270	96,390	112,310	91,720	
0111	Fringes	66,694	68,860	49,902	68,900	78,160	69,940	
0115	Schools/Seminars/Training	951	7,500	1,054	1,100	7,500	7,500	
0123	Auto Allowance	784	850	832	850	870	870	
0128	Empl Recognition Awards	0	210	0	210	100	100	
	Personal Services	**535,042**	**562,970**	**408,239**	**556,820**	**633,430**	**562,120**	**(850)**
0203	Postage	16	30	0	20	30	30	
0204	Conferences & Meetings	0	500	124	400	400	400	
0207	Dues & Memberships	50	100	50	50	50	50	
0210	Maint of Hardware	15,265	16,000	7,403	12,620	10,000	10,000	
0218	Maint of Software	25,990	22,000	21,685	21,690	20,000	20,000	
0227	Cellular Telephone	958	1,000	669	1,000	1,000	1,000	
0235	Outside Software Services	15,784	19,750	9,638	15,990	79,000	19,000	
0236	Outside Services	789	2,750	1,640	1,640	1,500	1,500	
0251	Rental	4,798	4,800	4,189	4,800	4,800	4,800	
0254	Printer / Copies	25,989	32,000	22,089	32,000	29,500	29,500	
0263	Internet Access Services	12,059	15,000	12,501	13,500	13,500	13,500	
	Contractual Services	**101,698**	**113,930**	**79,988**	**103,710**	**159,780**	**99,780**	**(14,150)**
0301	Office Supplies	457	300	0	200	200	200	
0303	Computer Oper Supplies	1,083	1,000	598	1,000	1,000	1,000	
0343	Small Program Packages	0	500	0	500	500	500	
0347	Small Computer Hardware	4,239	1,500	3,600	4,000	4,000	4,000	
	Supplies & Materials	**5,779**	**3,300**	**4,198**	**5,700**	**5,700**	**5,700**	**2,400**
	OPERATIONS	**642,519**	**680,200**	**492,425**	**666,230**	**798,910**	**667,600**	**(12,600)**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
GEOGRAPHIC INFORMATION SYSTEMS (1705-708)								
0101	Salaries	68,053	0	0	0	0	0	
0110	Health Insurance	17,740	0	0	0	0	0	
0111	Fringes	9,925	0	0	0	0	0	
	Personal Services	**95,718**	**0**	**0**	**0**	**0**	**0**	**0**
0218	Maint of Software	896	0	0	0	0	0	
0227	Cellular Telephone	480	0	0	0	0	0	
	Contractual Services	**1,376**	**0**	**0**	**0**	**0**	**0**	**0**
0303	Computer Oper Supplies	639	0	0	0	0	0	
0347	Small Computer Hardware	114	0	0	0	0	0	
	Supplies & Materials	**753**	**0**	**0**	**0**	**0**	**0**	**0**
	GEOGRAPHIC INFO SYSTEMS	**97,847**	**0**	**0**	**0**	**0**	**0**	**0**
TRAINING/REDUNDANT DATA (1710-708)								
0214	Maintenance of Buildings	3,303	2,500	1,546	2,500	2,500	2,500	
0216	Maint of Operating Equip	0	100	0	0	0	0	
0222	Electricity	3,806	3,300	2,871	3,200	3,680	3,680	
0223	Natural Gas	1,687	1,650	1,303	2,000	2,300	2,300	
0224	Water & Sewer	234	250	133	280	300	300	
0225	Commercial Dumpster	0	0	5	20	0	0	
0226	Storm Water	252	280	126	250	250	250	
0236	Outside Services	0	100	0	0	0	0	
0237	Pest Control	0	100	0	0	0	0	
	Contractual Services	**9,282**	**8,280**	**5,984**	**8,250**	**9,030**	**9,030**	**750**
	TRAINING/REDUNDANT DATA	**9,282**	**8,280**	**5,984**	**8,250**	**9,030**	**9,030**	**750**
CAPITAL OUTLAY (1781-708)								
8114	Computer Software Outlay	4,000	10,000	0	10,000	10,000	10,000	
8115	Computer Hardware Outlay	20,423	10,000	4,041	10,000	10,000	10,000	
	Capital Outlay	**24,423**	**20,000**	**4,041**	**20,000**	**20,000**	**20,000**	**0**
SPECIAL RESERVES & ESCROW								
0101	Salaries	0	0	0	0	15,210	15,210	
0110	Health Insurance	0	0	0	0	11,230	0	
0111	Fringes	0	0	0	0	2,740	2,740	
	Special Reserves & Escrow	**0**	**0**	**0**	**0**	**29,180**	**17,950**	**17,950**
GENERAL FUND TRANSFERS								
0999	Transfers	160,000	0	0	0	0	0	
	Transfers	**160,000**	**0**	**0**	**0**	**0**	**0**	**0**
INFORMATION SYSTEMS		**934,071**	**708,480**	**502,450**	**694,480**	**857,120**	**714,580**	**6,100**
							Percent Budget Change	**0.86%**

CITY OF NEENAH
OPERATING BUDGET
INFORMATION SYSTEMS REVENUES
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
IS SERVICES								
547-01	Common Council	5,180	4,730	3,548	4,730	12,600	12,600	
547-02	Mayor's Office	8,590	7,690	5,767	7,690	12,000	12,000	
547-05	Finance Department	53,770	38,150	28,613	38,150	52,200	52,200	
547-05	Utility Billing	14,620	10,080	7,560	10,080	14,400	14,400	
547-09	Attorney	20,270	12,980	9,735	12,980	17,800	17,800	
547-09	Human Resources	16,250	11,500	8,625	11,500	18,600	18,600	
547-09	City Clerk	19,730	10,720	8,040	10,720	20,900	20,900	
547-21	Police Operating	290,560	217,920	163,440	217,920	285,300	285,300	
547-21	School Liaison Program	10,910	8,890	6,667	8,890	13,700	13,700	
547-21	Code Enforcement	0	5,570	4,178	5,570	7,000	7,000	
547-23	Fire	122,300	128,100	96,075	128,100	133,100	133,100	
547-35	Public Works Adm	83,010	25,950	19,463	25,950	51,900	51,900	
547-37	Municipal Garage	15,240	13,120	9,840	13,120	31,400	31,400	
547-39	Fleet	16,400	15,000	11,250	15,000	21,300	21,300	
547-49	Stormwater	10,300	0	0	0	0	0	
547-56	Water Utility	36,700	32,500	24,375	32,500	46,200	46,200	
547-81	Park & Rec Adm.	41,980	29,900	22,425	29,900	50,200	50,200	
547-88	Joint Municipal Court	9,500	12,500	9,375	12,500	13,500	13,500	
547-93	Community Development Opt	35,280	16,430	12,323	16,430	33,300	33,300	
547-93	Inspections	19,110	13,260	9,945	13,260	27,300	27,300	
547-93	Weights/Measures	6,730	0	0	0	0	0	
547-93	Assessor	22,920	14,530	10,897	14,530	26,200	26,200	
547-93	CD-GIS	0	10,000	7,500	10,000	18,300	18,300	
547-95	Library	9,900	8,040	6,030	8,040	10,900	10,900	
547-97	Cemetery	9,580	5,140	3,855	5,140	11,800	11,800	
547-98	City of Menasha	13,564	16,530	0	14,530	0	0	
547-99	Printer / Copies	28,937	32,000	22,360	29,500	29,500	29,500	
TOTAL IS REVENUES		**921,331**	**701,230**	**511,886**	**696,730**	**959,400**	**959,400**	**258,170**
						Percent Budget Change		**36.82%**
OTHER REVENUE								
546-00	General Gov't Services	**25**	**0**	**0**	**4,010**	**4,870**	**4,870**	**4,870**
						Percent Budget Change		**-100.00%**
MAYOR'S RECOMMENDED ADJUSTMENT		**0**	**0**	**0**	**0**	**0**	**(162,540)**	**(162,540)**
GRAND TOTAL		**921,356**	**701,230**	**511,886**	**700,740**	**964,270**	**801,730**	**100,500**
						Percent Budget Change		**14.33%**

CITY OF NEENAH REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES	**Department/Office:** Information Systems	**Budget:** Information Systems
	Program: Internal Service	**Submitted by:** Joseph L. Wenninger

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved Budget for 2022	Current Estimate for 2022	Requested For 2023
POSITION TITLE	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.			
FULL TIME							
Director	Grade S3	1.00	Grade S3	1.00	$107,900	$107,900	$108,570
Network Administrator	Grade L3	1.00	Grade L3	1.00	75,170	75,170	75,730
Programmer/Analyst	Grade L3	2.00	Grade L3	2.00	151,850	151,950	152,900
PC/Network Specialist	Grade H3	1.00	Grade H3	1.00	54,240	54,350	54,790
Help Desk Support Technician	-	-	Grade G3	1.00	0	0	42,500
Subtotal		5.00		6.00	389,160	389,370	434,490
OTHER COMPENSATION							
Accrued Wages	-		-		0	0	0
TOTAL	XXX	6.00	XXX	6.00	$389,160	$389,370	$434,490

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GEOGRAPHIC INFORMATION SYSTEMS (GIS)

Department Head

Chris Haese

Major Activities

Starting in 2022, the responsibility for GIS services previous accounted for in this budget has been removed from the I/S department and moved to the Community Development department as a stand alone budget within the City Internal Service Funds.

Operating Budget Information/Number of Employees

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$0	$120,990	$128,130	5.90%	$126,820	4.82%
No. of Employees (FTE)	1	1	1	0.00%	1	0.00%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

GIS

Mayor's Comments: **(1,310)**

I am recommending a reduction to the Health Insurance line item of $1,310 due to the City's proposed health insurance plan.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:** Geographic Info Systems
Geographic Info Systems	Internal Service Fund
Program:	**Submitted by:**
Internal Service	Chris Haese

Geographic Information Systems Internal Service Fund
2023 Proposed Budget

The Geographic Information Systems (GIS) Internal Service Fund is conducted under the supervision of the Community Development department. Costs of the GIS fund are recovered via transfers from other City departments in a manner consistent with the value of services received.

	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed
Fund Balance (Deficit), January 1	$0	$0	$0	$1,380	$1,380
REVENUES					
GIS Service Charges	0	120,990	120,990	133,710	133,710
Total Revenue	$0	$120,990	$120,990	$133,710	$133,710
EXPENDITURES					
Personal Services	$0	$102,260	$101,800	$103,070	$103,070
Contractual Services	0	17,430	17,180	19,530	19,530
Supplies & Materials/Other	0	1,300	630	1,300	1,300
Special Reserves & Escrow	0	0	0	4,230	2,920
Total Expenditures	$0	$120,990	$119,610	$128,130	$126,820
Excess Revenues Over (Under) Expenditures	$0	$0	$1,380	$5,580	$6,890
Fund Balance, December 31	$0	$0	$1,380	$6,960	$8,270

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
GEOGRAPHIC INFORMATION SYSTEMS								
OPERATIONS (9303-801)								
0101	Salaries	0	69,920	51,022	70,000	70,520	70,520	
0110	Health Insurance	0	19,280	14,490	19,280	19,280	19,280	
0111	Fringes	0	12,510	9,129	12,520	12,720	12,720	
0115	Schools/Seminars/Training	0	500	0	0	500	500	
0123	Auto Allowance	0	50	0	0	50	50	
	Personal Services	**0**	**102,260**	**74,641**	**101,800**	**103,070**	**103,070**	**810**
0204	Conferences & Meetings	0	200	0	0	200	200	
0210	Maintenance of Hardware	0	250	0	250	250	250	
0218	Maint of Software	0	1,450	0	1,450	250	250	
0227	Cellular Telephone	0	480	360	480	480	480	
0235	Outside Software Services	0	5,000	0	5,000	0	0	
0236	Outside Services	0	50	0	0	50	50	
0255	IS Services / Internal	0	10,000	7,500	10,000	18,300	18,300	
	Contractual Services	**0**	**17,430**	**7,860**	**17,180**	**19,530**	**19,530**	**2,100**
0303	Computer Oper Supplies	0	750	378	380	750	750	
0343	Small Program Packages	0	250	0	250	250	250	
0347	Small Computer Hardware	0	300	0	0	300	300	
	Supplies & Materials	**0**	**1,300**	**378**	**630**	**1,300**	**1,300**	**0**
	OPERATIONS	**0**	**120,990**	**82,879**	**119,610**	**123,900**	**123,900**	**2,910**
SPECIAL RESERVES & ESCROW								
0101	Salaries	0	0	0	0	2,470	2,470	
0110	Health Insurance	0	0	0	0	1,310	0	
0111	Fringes	0	0	0	0	450	450	
	Special Reserves & Escrow	**0**	**0**	**0**	**0**	**4,230**	**2,920**	**2,920**
GEOGRAPHIC INFORMATION SYSTEMS		**0**	**120,990**	**82,879**	**119,610**	**128,130**	**126,820**	**5,830**

CITY OF NEENAH
OPERATING BUDGET
GEOGRAPHIC INFORMATION SYSTEMS REVENUES
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
GIS SERVICES								
547-01	Common Council	0	670	502	670	740	740	
547-02	Mayor's Office	0	1,110	833	1,110	1,230	1,230	
547-05	Finance Department	0	5,880	4,410	5,880	6,500	6,500	
547-05	Utility Billing	0	4,990	3,742	4,990	5,510	5,510	
547-09	Attorney	0	8,100	6,075	8,100	8,950	8,950	
547-09	Human Resources	0	670	502	670	740	740	
547-09	City Clerk	0	6,660	4,995	6,660	7,360	7,360	
547-21	Police Operating	0	12,010	9,007	12,010	13,270	13,270	
547-21	School Liaison Program	0	670	502	670	740	740	
547-21	Code Enforcement	0	670	502	670	740	740	
547-23	Fire	0	11,980	8,985	11,980	13,240	13,240	
547-35	Public Works Adm	0	21,470	16,103	21,470	23,730	23,730	
547-37	Municipal Garage	0	1,110	833	1,110	1,230	1,230	
547-39	Fleet	0	670	502	670	740	740	
547-49	Stormwater	0	13,620	0	13,620	15,050	15,050	
547-56	Water Utility	0	1,520	11,355	1,520	1,680	1,680	
547-81	Park & Rec Adm.	0	9,320	6,990	9,320	10,300	10,300	
547-88	Joint Municipal Court	0	670	502	670	740	740	
547-93	Community Development Opt	0	8,770	6,577	8,770	9,690	9,690	
547-93	Inspections	0	3,000	2,250	3,000	3,320	3,320	
547-93	Assessor	0	2,440	1,830	2,440	2,700	2,700	
547-97	Cemetery	0	4,990	3,742	4,990	5,510	5,510	
TOTAL GIS REVENUES		**0**	**120,990**	**90,739**	**120,990**	**133,710**	**133,710**	**12,720**

CITY OF NEENAH REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES	**Department/Office:** Geographic Info Systems	**Budget:** Geographic Info Systems
	Program: Internal Service	**Submitted by:** Chris Haese

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved Budget for 2022	Current Estimate for 2022	Requested For 2023
POSITION TITLE	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.			
FULL TIME							
GIS Coordinator	Grade K3	1.00	Grade K3	1.00	69,920	70,000	70,520
OTHER COMPENSATION							
Accrued Wages	-		-		0	0	0
TOTAL	XXX	1.00	XXX	1.00	$69,920	$70,000	$70,520

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Public Works & Utilities	Fleet Division
Program: Internal Service/ Trust/Agency Funds	**Submitted by:** Gerry Kaiser

Fleet Maintenance Fund
2023 Proposed Budget

The fleet maintenance division of the Public Works Department was created in 2003 and implemented in 2004. All City vehicles and equipment are now maintained in-house by the fleet mechanics. Departments no longer have their vehicles serviced and maintained by outside repair shops, unless fleet mechanics cannot perform the needed work. Fixed rates were initially established and are reviewed yearly to insure competitiveness with the private sector. Routine tasks (oil changes, wheel alignment, etc.) also are performed at the same price as the low bid received from the private sector. It is the intention that the fleet division, at worst, be a cost neutral operation. The fund balance shown below includes parts inventory and cash.

As the life of vehicles are extended, Motor Pool Supplies increases.

	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed
Fund Balance (Deficit), January 1	$279,852	$273,129	$250,179	$220,709	$220,709
REVENUES					
Vehicle Maintenance Charges	$700,801	$710,380	$689,910	$693,320	$693,320
Fuel Revenue	9,880	10,500	10,500	10,500	10,500
Total Revenue	$710,681	$720,880	$700,410	$703,820	$703,820
EXPENDITURES					
Personal Services	$510,284	$524,620	$520,690	$514,170	$514,170
Contractual Services	44,960	46,110	45,790	53,500	53,500
Supplies & Materials	162,160	173,100	163,400	169,100	169,100
Special Reserves & Escrow	0	0	0	21,960	14,110
Total Expenditures	$717,404	$743,830	$729,880	$758,730	$750,880
Excess Revenues Over (Under) Expenditures	($6,723)	($22,950)	($29,470)	($54,910)	($47,060)
Fund Balance (Deficit), December 31	$273,129	$250,179	$220,709	$165,799	$173,649

CITY OF NEENAH
OPERATING BUDGET
***** SUMMARY OF FLEET BY TYPE OF EXPENDITURE *****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
PERSONAL SERVICES								
0101	Salaries	75,644	78,010	56,713	78,160	90,460	90,460	
0102	Full Time Hourly Wages	265,091	261,990	203,571	260,210	253,830	253,830	
0104	Overtime Wages	385	4,000	445	2,500	3,000	3,000	
0110	Health Insurance	95,680	105,400	79,020	105,400	113,250	105,400	
0111	Fringes	69,769	71,170	53,942	70,520	71,590	71,590	
0115	Schools/Seminars/Training	650	800	0	750	750	750	
0117	Clothing Allowance	3,065	3,200	2,467	3,100	3,200	3,200	
0124	Meal Allowance	0	50	8	50	50	50	
	PERSONAL SERVICES	**510,284**	**524,620**	**396,166**	**520,690**	**536,130**	**528,280**	**3,660**
CONTRACTUAL SERVICES								
0214	Maint of Buildings	0	200	0	200	200	200	
0216	Maint of Operating Equip	1,066	1,200	163	1,000	1,000	1,000	
0218	Maintenance of Software	278	280	461	550	1,050	1,050	
0221	Telephone	164	190	97	150	150	150	
0222	Electricity	6,681	6,000	3,734	5,500	6,300	6,300	
0223	Natural Gas	3,190	3,600	3,634	4,600	4,200	4,200	
0224	Water & Sewer	4,709	4,900	2,264	4,900	5,150	5,150	
0226	Storm Water	1,806	1,810	903	1,810	1,810	1,810	
0227	Cellular Telephone	464	470	309	470	470	470	
0236	Outside Services	1,692	2,000	1,550	2,200	2,200	2,200	
0237	Pest Control	206	200	141	200	200	200	
0254	Printer / Copies	227	250	167	250	230	230	
0255	IS Services / Internal	17,100	15,000	11,250	15,000	21,300	21,300	
0258	GIS Services/Internal	0	670	502	670	740	740	
0263	Internet Access Services	2,978	4,500	4,037	4,040	4,200	4,200	
0293	Maint of Motor Veh/Fleet	3,726	3,850	2,445	3,500	3,750	3,750	
0294	Oil and Fluids/Fleet	257	440	161	200	0	0	
0296	Maint of Oper Eq/Fleet	416	550	0	550	550	550	
	CONTRACTUAL SERVICES	**44,960**	**46,110**	**31,818**	**45,790**	**53,500**	**53,500**	**7,390**
SUPPLIES & MATERIALS								
0301	Office Supplies	74	100	27	100	100	100	
0306	Cleaning/Janitor Supplies	144	800	311	700	700	700	
0310	Gasoline & Oil	1,320	2,300	2,605	3,300	3,800	3,800	
0314	Building Maint Supplies	52	300	0	200	200	200	
0316	Equipment Maint. Supplies	420	600	162	500	500	500	
0320	Safety Supplies	142	500	164	400	500	500	
0333	Small Tools	1,589	1,800	316	1,600	1,700	1,700	
0344	All Other Supplies	0	100	0	100	100	100	
0345	Small Equipment	372	600	0	500	500	500	
0347	Shop Supplies	6,404	6,000	4,191	6,000	6,000	6,000	
0360	Motor Pool Supplies	151,643	160,000	95,965	150,000	155,000	155,000	
	SUPPLIES & MATERIALS	**162,160**	**173,100**	**103,741**	**163,400**	**169,100**	**169,100**	**(4,000)**
	TOTAL FLEET MAINT.	**717,404**	**743,830**	**531,725**	**729,880**	**758,730**	**750,880**	**7,050**
							Percent Budget Change	**0.95%**

CITY OF NEENAH REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES	**Department/Office:** Public Works	**Budget:** Fleet Division
	Program: Internal Service	**Submitted by:** Gerry Kaiser

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved Budget for 2022	Current Estimate for 2022	Requested For 2023
POSITION TITLE	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.			
FULL TIME							
Fleet Superintendent	Grade L4	1.00	Grade L4	1.00	$80,010	$80,160	$80,750
Mechanic	Grade L9	4.00	Grade L9	4.00	258,760	256,980	250,000
Shop/Building Attendant (shared with Public Works)	Grade L6	0.50	Grade L6	0.50	22,530	22,530	23,130
Subtotal		5.50		5.50	$361,300	$359,670	$353,880
OTHER COMPENSATION							
Accrued Wages	-		-		0	0	0
Work in Other Class	-		-		700	700	700
Overtime	-		-		4,000	2,500	3,000
Wages Budgeted in other PW Divisions	-		-		(20,000)	(20,000)	(20,000)
TOTAL	XXX	5.50	XXX	5.50	$346,000	$342,870	$337,580

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Liability Insurance Fund
Program: Internal Service/ Trust/Agency Funds	**Submitted by:** Michael Easker

Liability Insurance Fund
2023 Proposed Budget

The City of Neenah Liability Insurance Fund accounts for all revenues and expenditures associated with liability claims of the City. The Fund is funded by unspent dollars budgeted for liability claims in the City's General Fund. Expenses in the fund include the cost of liability claims and transfers to the General Fund to pay for costs associated with limiting the City's liability risk. The fund also accounts for debt related activity associated with the City's investment in the Cities and Villages Mutual Insurance Company.

Due to recent increases in the claims funded by the City's self insured retention, the City's General Fund raised the budget for liability claims by $10,000 to $60,000 starting in 2014, with another increase to $70,000 starting in 2016. These funds are then transferred to this fund to cover costs associated with claims incurred.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance (Current Assets less Current Liabilities), Jan. 1	$190,332	$199,886	$199,886	$199,886
REVENUES				
Transfers from General Fund for Liability Insurance Claims	70,000	70,000	70,000	70,000
Total Revenue	70,000	70,000	70,000	70,000
EXPENDITURES				
Liability Claims	60,446	70,000	70,000	70,000
Total Expenditures	60,446	70,000	70,000	70,000
Excess Revenues Over (Under) Expenditures	9,554	0	0	0
Fund Balance, December 31	$199,886	$199,886	$199,886	$199,886

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Benefit Accrual Fund
Program: Internal Service/	**Submitted by:**
Trust/Agency Funds	Michael Easker

Benefit Accrual Fund
2023 Proposed Budget

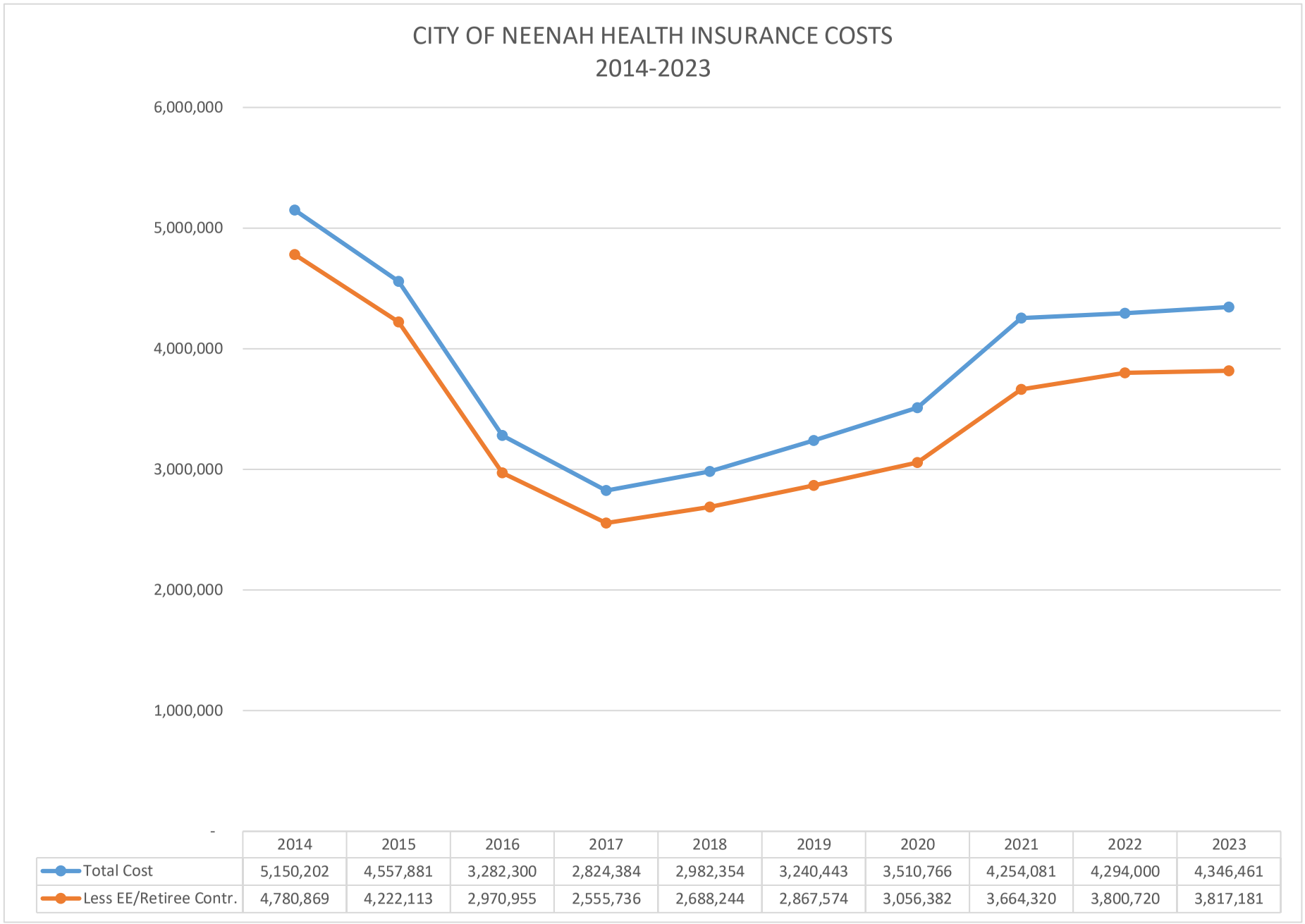
The City of Neenah Benefit Accrual Fund accounts for all revenues and expenditures associated with the reporting and payment of employee fringe benefit costs of the City. This includes health insurance benefits and Wisconsin Retirement System costs as well as funding time-off-with-pay liabilities accrued by the City. The Fund is funded by departmental charges based upon a percentage of each labor dollar incurred by that department. In recent years, the City has also transferred reserves from this fund to the General Fund to offset increased health insurance costs.

Starting 2013, the City self-funded health insurance plan had experienced several large claims that have depleted the health insurance portion of the Benefit Accrual Fund. In moving to a fully insured plan starting in 2016, the City should continue to experience more stability in the health insurance area in the future.

Also included in the Health Insurance Costs are the costs associated with a health clinic for city employees, which is located within Fire Station No. 31 in space previously occupied by the Fox Valley Technical College. The City currently has one public employer partner that assists the City in funding the costs of the clinic as well as providing additional hours for all participants to access clinic services.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance (Net Position), January 1	$2,061,961	$2,139,902	$2,139,902	$2,503,382
REVENUES				
Departmental Charges for Services	8,545,450	9,000,000	8,694,160	9,000,000
Total Revenue	8,545,450	9,000,000	8,694,160	9,000,000
EXPENDITURES				
Health Insurance Costs and Other Employee Benefits	4,318,437	4,700,000	4,403,560	4,600,000
Retirement System Expense	3,884,072	3,980,000	3,927,120	4,000,000
Transfer to General Fund	265,000	0	0	0
Total Expenditures	$8,467,509	$8,680,000	$8,330,680	$8,600,000
Excess Revenues Over (Under) Expenditures	$77,941	$320,000	$363,480	$400,000
Fund Balance, December 31	$2,139,902	$2,459,902	$2,503,382	$2,903,382

*Amounts above excludes funds set aside for employee benefit liabilities.



	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Total Cost	5,150,202	4,557,881	3,282,300	2,824,384	2,982,354	3,240,443	3,510,766	4,254,081	4,294,000	4,346,461
Less EE/Retiree Contr.	4,780,869	4,222,113	2,970,955	2,555,736	2,688,244	2,867,574	3,056,382	3,664,320	3,800,720	3,817,181

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Finance	Expendable Trust Funds
Program: Internal Service/ Trust/Agency Funds	**Submitted by:** Andy Kahl

Expendable Trust Funds are used to account for assets held by the City in a trustee capacity for individuals, private organizations, other government units or other funds. They are accounted for in essentially the same manner as Governmental funds. Descriptions of major funds are listed below:

Cemetery Perpetual Care Fund
2023 Proposed Budget

To account for assets and proceeds from burial lot sales restricted for purposes of income generation and the corresponding transfers to the General Fund for cemetery maintenance purposes.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$1,513,327	$1,625,158	$1,625,158	$1,520,158
REVENUES				
Interest, Market Adj. & Miscellaneous	$146,793	$50,000	($75,000)	$50,000
EXPENDITURES	$34,962	$15,000	$30,000	$30,000
Excess Revenues Over (Under) Expenditures	$111,831	$35,000	($105,000)	$20,000
Fund Balance, December 31	$1,625,158	$1,660,158	$1,520,158	$1,540,158

Cemetery Flowers Fund
2023 Proposed Budget

To account for private donations and bequests for the purpose of providing grave site flowers.

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$159,821	$156,305	$156,305	$154,805
REVENUES				
Interest & Miscellaneous	$100	$500	$2,000	$3,000
EXPENDITURES	$3,616	$3,500	$3,500	$3,500
Excess Revenues Over (Under) Expenditures	($3,516)	($3,000)	($1,500)	($500)
Fund Balance, December 31	$156,305	$153,305	$154,805	$154,305

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Finance	**Budget:** Business Improvement District
Program: Internal Service/ Trust/Agency Funds	**Submitted by:** Michael Easker

Neenah Central City Business Improvement District
2023 Proposed Budget

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

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance, January 1	$52,134	$63,374	$63,374	$63,374
REVENUES	$143,538	$150,000	$150,000	$150,000
EXPENDITURES	$132,298	$150,000	$150,000	$150,000
Excess Revenues Over (Under) Expenditures	$11,240	$0	$0	$0
Fund Balance, December 31	$63,374	$63,374	$63,374	$63,374

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Municipal Court	Joint Municipal Court Fund
Program: Internal Service/	**Submitted by:**
Trust/Agency Funds	J. Gunz/M. Easker

Joint Municipal Court Fund
2023 Proposed Budget

Effective May 1, 2002, the Cities of Neenah and Menasha jointly agreed to form a municipal court. The joint court handles all municipal ordinance violations that were previously being handled in circuit court. It is anticipated that the local municipal court will more efficiently handle municipal violations.

It is anticipated that the City of Neenah share of the 2023 budget expenditures and revenues will be determined by our percentage share of the number of citations processed by the court. This share is estimated to be approximately 60% and is reflected in the General Fund operating budget.

	2021 Actual	2022 Budget	2022 Estimate	2023 Request	2023 Proposed
Fund Balance (Deficit), January 1	($347,329)	($373,726)	($373,726)	(356,216)	(356,216)
Revenues					
Court Revenue	345,306	462,000	402,000	447,000	447,000
Reimbursement of Witness Fees	69	300	300	300	300
Miscellaneous Revenue	34	30	50	50	50
	345,409	462,330	402,350	447,350	447,350
Expenditures					
Personal Services	109,762	94,810	93,490	95,170	95,170
Contracted Services	20,690	27,710	27,280	28,040	28,040
Supplies and Materials	794	850	2,770	1,100	1,100
Witness Fees	0	300	300	300	300
Special Reserves & Escrow	0	0	0	1,860	1,860
Interest	195	1,000	1,000	1,000	1,000
Court Fine Reimbursements	250,365	341,000	270,000	315,000	315,000
Total Expenditures	381,806	465,670	394,840	442,470	442,470
Operating Revenues Over (Under) Exp.	(36,397)	(3,340)	7,510	4,880	4,880
Transfer In - Neenah	10,000	10,000	10,000	10,000	10,000
Transfer In - Menasha	0	0	0	0	0
Fund Balance (Deficit), December 31	(373,726)	(367,066)	(356,216)	(341,336)	(341,336)
Fund Balance Allocation					
Menasha Share of Fund Deficit	(143,301)	(150,826)	(146,486)	(140,536)	(140,536)
Neenah Share of Fund Deficit*	(230,425)	(216,240)	(209,730)	(200,800)	(200,800)

*In 2018, Neenah began transfering $10,000/year to reduce its share of the deficit. At the end of 2023, Neenah will have contributed $60,000 total toward reducing its share of the deficit.

CITY OF NEENAH
OPERATING BUDGET
****MENASHA NEENAH MUNICIPAL COURT EXPENDITURES****
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
COURT (7050-938)								
0101	Salaries	86,949	77,390	57,068	77,600	79,220	79,220	
0110	Health Insurance	11,258	6,560	3,750	5,000	5,000	5,000	
0111	Fringes	10,803	10,060	7,406	10,090	10,150	10,150	
0115	Schools/Seminars/Training	752	800	299	800	800	800	
	Personal Services	**109,762**	**94,810**	**68,523**	**93,490**	**95,170**	**95,170**	**360**
0202	Outside Printing	143	150	0	150	150	150	
0203	Postage	1,095	1,300	726	1,300	1,400	1,400	
0205	Debit Card Services	722	1,000	285	750	750	750	
0207	Dues & Memberships	820	850	845	850	850	850	
0218	Maintenance of Software	5,946	7,700	6,187	7,700	7,700	7,700	
0221	Telephone	370	420	228	420	420	420	
0232	Auditing Services	1,700	1,800	1,800	1,800	1,860	1,860	
0239	Insurance	(10)	710	455	460	0	0	
0254	Printer / Copies	404	410	285	410	370	370	
0255	IS Services / Internal	9,500	12,500	9,375	12,500	13,500	13,500	
0258	GIS Services/Internal	0	670	502	670	740	740	
0272	Translator	0	200	270	270	300	300	
	Contractual Services	**20,690**	**27,710**	**20,958**	**27,280**	**28,040**	**28,040**	**330**
0301	Office Supplies	496	500	307	500	500	500	
0303	Computer Oper Supplies	249	250	898	900	500	500	
0333	All Other Supplies	0	100	425	450	100	100	
0347	Small Hardware	49	0	919	920	0	0	
	Supplies & Materials	**794**	**850**	**2,549**	**2,770**	**1,100**	**1,100**	**250**
	COURT	**131,246**	**123,370**	**92,030**	**123,540**	**124,310**	**124,310**	**940**
COURT FINE REIMBURSEMENT (7051-938)								
0574	City of Neenah	77,083	110,000	53,921	85,000	100,000	100,000	
0575	City Of Menasha	48,695	65,000	37,794	55,000	60,000	60,000	
0576	State of Wisconsin	88,846	118,000	64,683	90,000	110,000	110,000	
0577	Winnebago County Treasure	35,741	48,000	25,854	40,000	45,000	45,000	
	Fine Reimbursement	**250,365**	**341,000**	**182,252**	**270,000**	**315,000**	**315,000**	**(26,000)**
NON-OPERATING EXPENSES (7052-938)								
0248	Witness Fees	0	300	64	300	300	300	
	Non-Operating Expenses	**0**	**300**	**64**	**300**	**300**	**300**	**0**
SPECIAL RESERVES & ESCROW								
0101	Salaries	0	0	0	0	1,650	1,650	
0110	Health Insurance	0	0	0	0	0	0	
0111	Fringes	0	0	0	0	210	210	
	Special Reserves & Escrow	**0**	**0**	**0**	**0**	**1,860**	**1,860**	**1,860**
TRANSFERS (9910-999)								
0999	0000	195	1,000	462	1,000	1,000	1,000	
	Transfers	**195**	**1,000**	**462**	**1,000**	**1,000**	**1,000**	**0**
MUNICIPAL COURT OPERATIONS		**381,806**	**465,670**	**274,808**	**394,840**	**442,470**	**442,470**	**(23,200)**
							Percent Budget Change	**-4.98%**

CITY OF NEENAH REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES	**Department/Office:** M-N Municipal Court	**Budget:** Menasha-Neenah Municipal Court
	Program: Agency Fund	**Submitted by:** James B. Gunz

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved Budget for 2022	Current Estimate for 2022	Requested For 2023
POSITION TITLE	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.			
FULL TIME							
Judge	2,620/mo	1.00	2,700/mo	1.00	$31,020	$31,230	$32,070
Records Clerk	Grade G3	1.00	Grade G3	1.00	46,370	46,370	47,150
Subtotal		2.00		2.00	$77,390	$77,600	$79,220
OTHER COMPENSATION							
Accrued Wages	-		-		0	0	0
TOTAL	XXX	2.00	XXX	2.00	$77,390	$77,600	$79,220

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NEENAH-MENASHA FIRE RESCUE

Department Head

Kevin Kloehn

Major Activities

Neenah-Menasha Fire rescue (NMFR) is committed to providing a quality of public service that ensures the safety and well-being of our communities. NMFR response to over 3,000 emergency calls whose mission is to provide the hisghest standard of service to our communities. We are committed to help provide a high quality of service through award winning fire prevention and education; including an efficient response for fire and EMS emergencies. NMFR spends thousands of hours training to prepare its firefighters to deal with any emergency throughout our two cities. Fire prevention activities include over 3,200 inspections annually, re-inspections, and plan reviews. NMFR reaches over 12,000 people per year through station tours, safety fairs, parades, open houses, school visits and other community events. The Cities of Neenah and Menasha share department costs based upon a four part factor formula.

The estimated share of departmental costs for 2023 is City of Neenah - 60.34%/City of Menasha - 39.66

Operating Budget Information/Number of Employees
(Full Department)

	2021 Actual	2022 Approved	2023 Requested	% Increase	2023 Proposed	% Increase
Operating Budget	$8,885,946	$9,106,360	$9,888,360	8.59%	$9,560,550	4.99%
No. of Employees (FTE)	68.00	68.00	69.00	1.47%	68.00	0.00%

Mayor's Recommended Budget Adjustments

Increases (Decreases) to Expenditures Requested

Joint Fire/Rescue
Recommendations as jointly directed by the Mayor's of both cities. Specific details of the changes can be found in the full Neenah-Menasha Joint Fire/Rescue line item budget.
Mayor's Comments: **(327,810)**
Total of $327,810 in budget reductions as directed by the Mayors of both cities. Reductions include eliminating funding for the requested Community Risk Reduction specialist, as well as wage and fringe adjustments for planned retirements, plus health insurance and overtime reductions. Specific details can be found in the full Neenah-Menasha Fire Rescue budget.

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CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue	**Budget:** Fire Department Operations
Program: Public Safety	**Submitted by:** Kevin Kloehn

Mission Statement:

Neenah-Menasha Fire Rescue consists of committed professionals whose mission is to provide the highest standard of service through fire suppression, prevention, education, emergency medical response, technical rescue and community interaction to preserve the quality of life and property for all of those within the Cities of Neenah and Menasha.

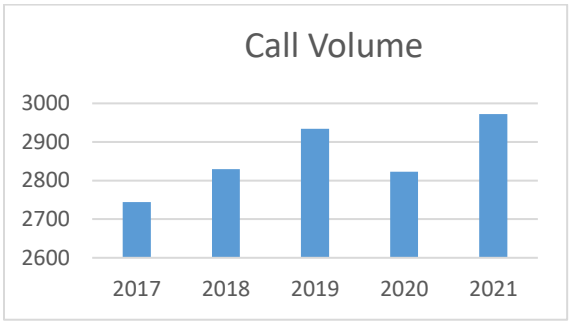
Vision Statement:

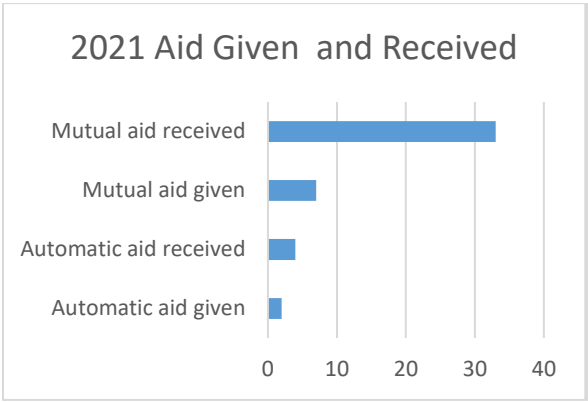
Our vision at Neenah-Menasha Fire Rescue is to have a positive, motivated, educated department. We strive to meet the community demands. We will accomplish this with an organized and defined structure. We encourage change, use resources to the full extent and work closely with outside agencies.

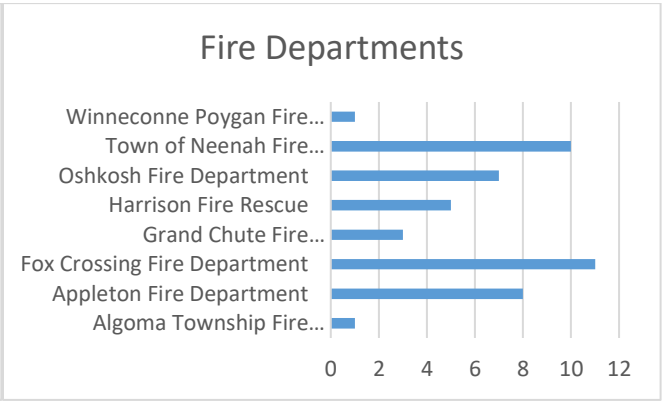
Our department activities can be broken down into three major divisions: Operations, Training and Prevention

Operations

Neenah – Menasha Fire Rescue maintains and operates out of four fire stations strategically placed in Neenah and Menasha to ensure an excellent response time to all areas of the cities. Total call volume continues to rise with 2021 being at record high volume. 2022 is on pace to surpass 3000 calls for service.







In 2022 automatic aid with the Appleton Fire Department was re-instated. We continue to benefit working with many of our neighbors through Mutual Aid Box Alarm System (MABAS). ***D/C Krueger***

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue	**Budget:** Fire Department Operations
Program: Public Safety	**Submitted by:** Kevin Kloehn

Professional Development

"Professional Development" for many jobs you get "trained" on how to use or do a specific tool or task on your orientation, other careers that require perfection with specific equipment and decision making skills have continued education or "Professional Development".

Professional Development and Credentialing: A wide variety of people, such as teachers, military officers, health care professionals, firefighters, law enforcement officers, lawyers, accountants and engineers engage in professional development. Individuals may participate in professional development because of an interest in lifelong learning, a sense of moral obligation, to maintain and improve professional competence, to enhance career progression, to keep abreast of new technology and practices, or to comply with professional regulatory requirements. Approaches to professional development, include consultation, coaching, lesson study, mentoring, reflective supervision and technical assistance.

NMFR uses all of these professional development approaches through our Job Performance Requirements (JPR's), Task Books and Subject Matter Experts (SME). Currently, NMFR has nearly 200 JPR's which are used to train and hone firefighters skills. We use these JPR's in our Task Books which include: Probationary Firefighter, Driver/Operator, Inspector/Investigator (under development) and Fire Officer. One of my greatest challenges is the department structure 3 shifts, 4 stations and 68 personnel. NMFR has SME's in; water rescue, technical rescue, vehicle extrication, fire suppression and incident management. I use these SME's to continue to develop department personnel skills and knowledge.

NMFR and the Oshkosh Fire Department completed our third joint recruit class in April of 2022. This is a great partnership between neighboring communities as it reduced the time commitment of on-duty crews working with recruit school (5 weeks).

NMFR continuously trains with neighboring fire departments and our police departments along with Gold Cross Ambulance. Training Topics have included, but not limited to:

- Structure Fire Attack
- Wild Land Fire Attack
- Pump Operations – Water Movement
- High Rise – Aerial Operations
- Shore & Boat Based Open Water Rescue
- SCUBA Dive Rescue – Open Water & Ice
- Active Shooter
- Emergency Medical Training
- Technical Rescue – Trench, Building Collapse, High Angle
- Mental Health – EAP, PTSD & Suicide

Professional Development and Credentialing, when you dial "911" it is your emergency and our citizens expect the very best are coming to help. Year to date, we trained nearly 12,000 hours, which sounds like a lot of training, but when it is YOUR EMERGENCY, you want to know the very best is coming to help!

Professional Development is not practicing until you get it right…
… It is practicing until you can't get it wrong.

AC Jim Peglow

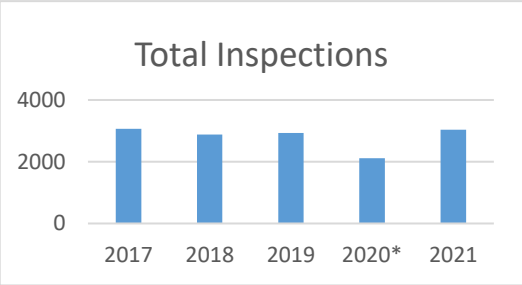
Department/Office:	Budget:
Neenah-Menasha Fire Rescue	Fire Department Operations
Program:	**Submitted by:**
Public Safety	Kevin Kloehn

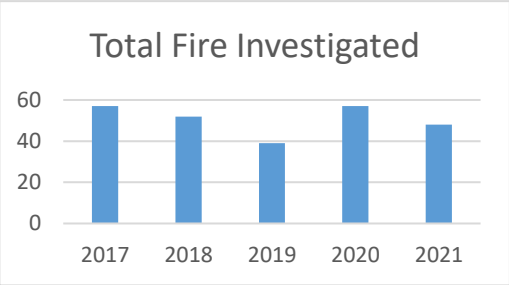
Fire Prevention, Fire Investigations and Public Education

NMFR Fire Prevention Bureau, encompasses Fire Prevention, Fire Inspections, Fire Investigations, and Public Education.

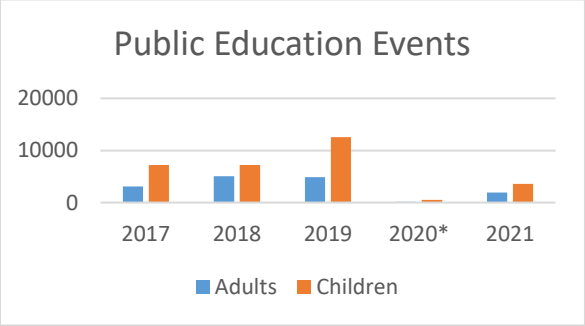
Fire prevention programs include detailed review of all new construction, remodeling of existing structures, refurbishing older facilities, and changes to any and all fire detection and suppression systems of all commercial properties and multi-family residential facilities.

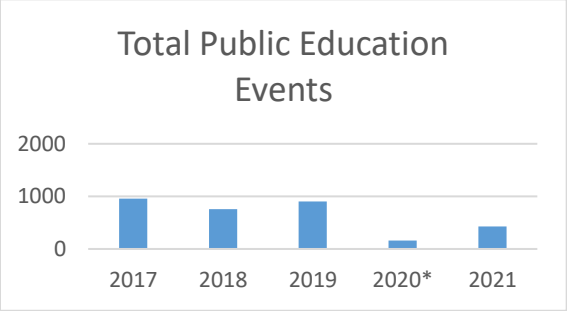
Fire inspections are required to be completed by Wisconsin State Statute, for all commercial businesses and multi-family (3 family or more) residential structures, within our jurisdiction, two times annually (with few exceptions). *This requirement is aided by the 2% dues funding from the State of Wisconsin.* **In *2022, the City of Neenah's 2% dues funding check was $102,271.42, and the City of Menasha's was $53,371.60.***





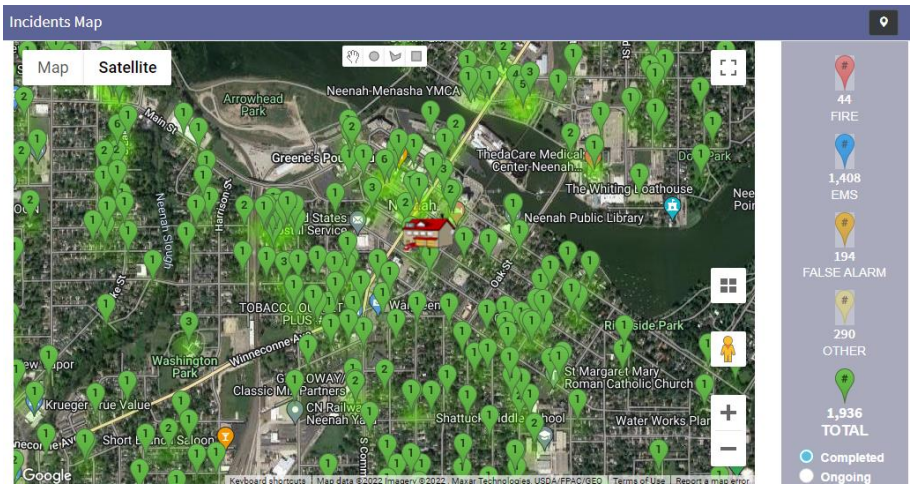
Fire investigations are required by Wisconsin State statute 165.55, which requires that every fire shall be investigated for cause, origin and circumstances. NMFR conducts investigations of every fire that occurs within our jurisdiction and works in conjunction with law enforcement when a fire is determined or suspected to be incendiary or criminal in nature.

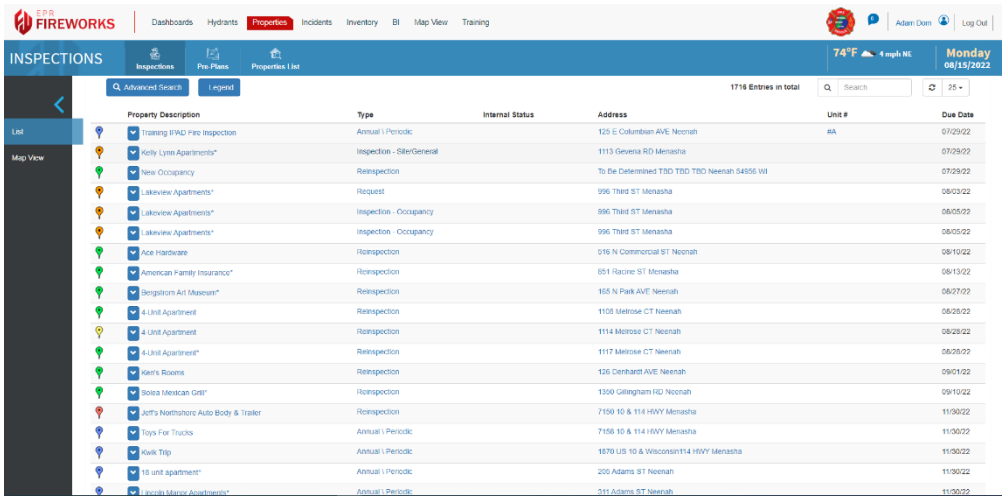




Fire and life safety education (public education), including our juvenile fire setter intervention program, remain active as well. Our Public Education Team, along with operations personnel, provided public education programs, fire/life safety presentations, and general fire safety educational information, to more than 17,400 children and adults through video, social media, and virtual meetings when in person meetings couldn't be held. The team continues to conduct fire safety programs at public and private schools in the Neenah and Menasha school districts during the fire prevention month of October. NMFR has a multi-age based program for Elementary, Middle and High School students to provide age appropriate fire safety presentations. NMFR focuses on adult and elderly programs including our ongoing residential smoke detector installs in single family residential homes throughout the cities of Neenah and Menasha at no cost to the residents through donations from the American Red Cross.

All of these special disciplines have proven to reduce injury and death yet is difficult when we attempt to compile a true perspective of the impact. Actual quantifiable numbers for fires prevented, and/or lives saved, by the information shared and lessons learned during our interaction with individuals cannot be measured as we cannot place a number or dollar amount on an incident that never occurs. However, we are very confident that maintaining the outstanding level of service that is provide through NMFR, certainly makes a huge difference and is without a doubt saving lives and property within the communities of Neenah and Menasha.





One of the most significant changes that has been made this year is the migration to a new records management system. This new system allows us to gather and retain information in real time. Contact information is being confirmed while fire inspections are being conducted and updated as necessary. The new program also allows us to map the building and provide data to responding companies in a map form, rather than reading it in a document, thus making much easier to understand what and where hazards or building features exist.

Assistant Chief Adam Dorn

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue	**Budget:** Fire Department Operations
Program: Public Safety	**Submitted by:** Kevin Kloehn

2022 Accomplishments:

- Held the 3rd Regional Joint Recruit Training Academy with Oshkosh Fire Department.
- Hired and trained three new firefighters to replace the two who retired and one who left.
- Set up a way to continue our fire prevention education within the two school districts during the pandemic.
- Goal setting with Shift Commanders and Administration Staff.
- Continuation of Quarterly Fire Officer development.
- Successfully completed the State of Wisconsin 2% Dues Audit.
- Transitioned our records management, scheduling, inspection and training software to three new platforms.
- Continue funding our smoke alarm program through donations from American Red Cross.
- Updated Strategic Plan for the next five years.
- Hired a new Deputy Chief and Assistant Chief/Fire Marshal.
- Seven firefighters completed, and passed, Fire Officer 2 class.
- Joint Training with Appleton, Grand Chute and Fox Crossing Fire Departments.
- New Task Force 1 Contract with the State of Wisconsin after a 3-year hiatus by the State.
- Annual Fit testing completed.
- Trained 3 new divers.
- Received a $2,000 WE Energies grant for a new four-gas meter.
- Re-established automatic aid for fire calls with Appleton Fire Department.

2022/2023 Goals:

- Prepare the department for the upcoming turnover in personnel.
- Improve the onboarding of our new firefighters, i.e. position descriptions, application process, interview scoring and how we make offers.

Major Increases/Decreases in 2023 Operating Budget Request: Listed below are major increases/decreases $5,000 and over. Increases/decreases less than $5,000 are not listed below.

Salaries (0101): Increase of $262,520 per City of Neenah Finance Department. New position requested.

Overtime (0104): Increase of $92,700 based on average actual usage for the past couple of years usage. Funds are used for training, staffing, and public relations activities. Retirements are usually done within the first quarter of every year and the positions are not filled until after the first quarter. This creates open positions that need to be backfilled when staffing drops below minimum manning. In addition, due to Covid we were not able to send staff to required training in 2020 and most of 2021. Training is just starting to pick up again in 2022.

Health Insurance (0110): Increase of $122,300 per City of Neenah Finance Department.

Fringes (0111): Increase of $157,080 per City of Neenah Finance Department. New position requested.

Test/Certification for Equipment (0116): Increase of $5,450. 5-year hydro test of cylinders are due and price increase is due to increases from various vendors. These funds are used to cover mandatory annual testing of equipment.

Maint. of Motor Vehicles (0213): Increase of $25,800 based upon an average monthly usage for repairs to an aging fleet of front line engines and increasing prices from vendors. Funds are used for maintenance and repairs of all staff vehicles. If funds are approved we will also begin a yearly corrosion protection spray for all engines and staff vehicles in an effort to slow down and/or stop corrosion experienced by the harsh chemicals the vehicles are exposed to during the winter months.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office:	**Budget:**
Neenah-Menasha Fire Rescue	Fire Department Operations
Program:	**Submitted by:**
Public Safety	Kevin Kloehn

Professional Services (0238): Decrease of $5,910. EKG's are performed every other year. They are due in 2024.

Liability Insurance (0246): Increase of $5,120 per City of Neenah Finance Department.

Maint. of Training Tower (0250): Increase of $5,000. In 2022, we received grant funds to add on burn pods to the training tower. This provides hands on training for our staff to learn fire investigating skills. Increase is for materials to re-build after the simulated fires and to make normal wear/tear repairs to the training tower.

Neenah HR Services (0257): Increase of $5,000 per City of Neenah Finance Department.

Personal Protective Equipment (0348): Increase of $15,000. In 2022, the prices of turn out gear has increased 50%. In 2023, 1/3 of our fire helmets have reached their life expectancy and need to be replaced. We will also continue with our replacement plan of gear, boots, swift water suits, etc.

CITY OF NEENAH
2023 OPERATING BUDGET REQUEST
PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue	**Budget:** Fire Department Operations
Program: Public Safety	**Submitted by:** Kevin Kloehn

Object Code No.	Description and Justification	Detail Amounts Within Object	Total of Object Code
	SUPPLEMENTARY DETAIL WORKSHEET FOR CAPITAL OUTLAY		
8108	Office Furniture & Equipment To replace old office/living furniture as necessary for the four stations. Total projected cost is $4,000.	$4,000	$4,000
8113	Communication Equipment Funds are used monthly for the cost of the air cards for the MDC's and purchase of radio headsets used in all vehicles. Total projected cost is $11.950. Increase is to begin the process of replacing headsets in vehicles. Headsets are 5 years old and we spending between $800-$1,000 for repairs annually.	$11,950	$11,950
8114	Computer Software Outlay Costs associated with the purchase of anticipated new and/or additional software licenses needed. Total project cost is $1,000.	$1,000	$1,000
8115	Computer Hardware Outlay To replace computers in 2023 upon failure or based on Neenah IS's recommendation. In addition, we would like to have additional equipment to enhance our public education program. Increase of $8,275. Total projected cost is $10,775.	$10,780	$10,780
8133	All Other Equipment These funds are used to replace major equipment relating such as nozzles, adaptors, hose, ladders, large equipment. This includes water rescue and in-house EMS training. Total projected cost $25,000.	$25,000	$25,000
8149	Household Purchases This is requested by the Joint Finance & Personnel Committee to budget purchases and repairs that are needed in the future for various household items (refrigerators, stoves, chairs, washer, dryers, etc.) for all four fire stations. Increase is needed due to increased cost of replacing items. Total projected cost is $15,000.	$15,000	$15,000

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
FIRE DEPARTMENT								
FIRE OPERATIONS (2301-712)								
0101	Salaries	5,513,748	5,633,060	4,083,027	5,602,970	5,895,580	5,755,690	
0104	Overtime Wages	250,806	157,300	282,928	300,000	250,000	210,000	
0105	Reimbursement / Overtime	(12,556)	(11,920)	(8,263)	(8,500)	(10,000)	(10,000)	
0106	FLSA Overtime Wages	58,524	55,000	45,571	58,000	58,000	58,000	
0110	Health Insurance	1,071,696	1,080,880	837,905	1,116,780	1,107,200	1,089,700	
0111	Fringes	1,246,858	1,325,940	998,784	1,343,090	1,483,020	1,439,600	
0115	Schools/Seminars/Training	6,673	24,700	10,091	24,700	24,700	24,700	
0116	Test/Certification for Eq	9,164	11,600	8,397	11,600	17,050	17,050	
0117	Clothing Allowance	36,984	36,720	33,966	36,720	36,720	36,720	
0118	License Renewal	22	3,000	0	0	600	600	
0125	Employee School Reimb	0	0	1,320	1,320	0	0	
0128	Empl Recognition Awards	845	710	536	710	630	630	
	Personal Services	**8,182,764**	**8,316,990**	**6,294,262**	**8,487,390**	**8,863,500**	**8,622,690**	**305,700**
0202	Outside Printing	658	930	271	930	1,000	1,000	
0203	Postage	533	740	461	740	900	900	
0204	Conferences & Meetings	1,347	2,100	942	2,100	2,100	2,100	
0206	Advertising & Publication	0	200	0	0	200	200	
0207	Dues & Memberships	1,644	1,840	730	880	1,000	1,000	
0209	Maintenance of PPE/SCBA	7,814	3,570	4,035	4,040	4,500	4,500	
0210	Maint of Computer Hardwre	0	1,210	0	0	1,210	1,210	
0211	Maint of Other Equipment	3,546	4,010	3,042	4,010	4,100	4,100	
0213	Maint of Motor Vehicles	31,575	64,200	120,515	120,520	90,000	85,000	
0214	Maint of Buildings	6,995	8,500	1,470	8,500	12,000	12,000	
0215	Maint of Radio Equipment	7,575	6,700	6,386	6,700	6,700	6,700	
0216	Maint of Operating Equip	4,364	3,200	226	3,200	4,000	4,000	
0218	Maint of Software	38,136	44,810	31,057	44,810	44,810	44,810	
0221	Telephone	2,302	4,200	793	4,200	4,200	4,200	
0222	Electricity	51,842	47,000	35,400	47,000	50,000	50,000	
0223	Natural Gas	20,701	17,000	20,772	20,780	25,000	25,000	
0224	Water & Sewer	11,305	12,600	6,401	12,600	12,600	12,600	
0226	Storm Water	3,389	3,650	1,815	3,650	3,650	3,650	
0227	Cellular Telephone	6,919	10,530	7,133	10,530	14,220	14,220	
0232	Auditing Services	2,150	2,250	2,250	2,250	2,320	2,320	
0236	Outside Services	14,352	13,450	10,726	13,450	13,800	13,800	
0237	Pest Control	136	600	67	600	600	600	
0238	Professional Services	16,177	30,910	10,913	30,190	25,000	22,000	
0241	Tree Planting & Landscape	332	1,000	91	1,000	1,000	1,000	
0246	Liability Insurance	37,459	38,500	41,541	41,550	43,620	43,620	
0247	Auto/Physical Damage Ins	17,123	18,200	17,153	17,160	18,700	18,700	
0250	Maint of Training Tower	38	1,650	92	1,650	6,650	6,650	
0252	Rental of Equipment	325	400	230	400	700	700	
0254	Printer / Copies	2,766	2,670	1,969	2,670	2,720	2,720	
0255	Neenah City I/S Services	122,300	128,100	96,075	128,100	133,100	133,100	
0256	Neenah City Finance Ser.	25,750	26,500	19,875	26,500	27,750	27,750	
0257	Neenah City H/R Services	60,000	65,000	48,750	65,000	70,000	70,000	
0258	GIS Services/Internal	0	11,980	8,985	11,980	13,240	13,240	
0262	Public Relations/Services	2,230	8,000	930	8,000	12,000	8,000	
0293	Maint of Motor Veh/Fleet	0	100	0	0	0	0	
0294	Oil and Fluids/Fleet	0	100	0	0	0	0	
0296	Maint of Equipment/Fleet	0	100	0	0	0	0	
	Contractual Services	**501,783**	**586,500**	**501,096**	**645,690**	**653,390**	**641,390**	**54,890**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
FIRE OPERATIONS (2301-712) cont.								
0301	Office Supplies	1,882	1,690	638	1,690	1,700	1,700	
0306	Cleaning/Janitor Supplies	11,238	16,690	7,117	16,690	17,500	17,500	
0308	Books and Periodicals	2,284	3,620	402	3,620	3,620	3,620	
0310	Gasoline & Oil	29,719	31,240	31,264	31,270	35,000	35,000	
0319	Safety Supplies	5,458	6,700	3,055	6,700	6,700	6,700	
0320	Small Tools	1,014	1,190	93	1,190	3,000	3,000	
0325	Consumable supplies	2,153	2,000	2,498	2,500	2,000	2,000	
0326	Photography Supplies	573	500	292	300	500	500	
0333	All Other Supplies	2,339	3,800	1,454	3,800	3,800	3,800	
0344	Small Equipment	4,875	9,500	7,794	9,500	14,000	14,000	
0347	Small Computer Hardware	545	800	209	210	1,000	1,000	
0348	Per Protective Equipment	82,873	50,000	30,962	50,000	65,000	65,000	
0350	Training Supplies	552	4,050	2,064	4,050	5,000	5,000	
	Supplies & Materials	**145,505**	**131,780**	**87,842**	**131,520**	**158,820**	**158,820**	**27,040**
	OPERATIONS	**8,830,052**	**9,035,270**	**6,883,200**	**9,264,600**	**9,675,710**	**9,422,900**	**387,630**
							Percent Budget Change	**4.29%**
CAPITAL OUTLAY (2301-712)								
8108	Office Furniture & Equip	200	2,700	0	2,700	4,000	4,000	
8113	Communication Equipment	4,172	4,000	3,137	4,000	11,950	11,950	
8114	Computer Software Outlay	3,224	1,000	150	150	1,000	1,000	
8115	Computer Hardware Outlay	4,059	2,500	2,014	2,020	10,780	10,780	
8133	All Other Equipment	22,422	22,000	1,427	22,000	25,000	25,000	
8149	Household Purchases	10,050	9,720	6,325	9,720	15,000	15,000	
	Capital Outlay	**44,127**	**41,920**	**13,053**	**40,590**	**67,730**	**67,730**	**25,810**
	CAPITAL OUTLAY	**44,127**	**41,920**	**13,053**	**40,590**	**67,730**	**67,730**	**25,810**
FIRE OPERATIONS/CAPITAL OUTLAY		**8,874,179**	**9,077,190**	**6,896,253**	**9,305,190**	**9,743,440**	**9,490,630**	**413,440**
							Percent Budget Change	**4.55%**
REG SPEC OPER RESP TEAM (2314-172)								
0104	Overtime Wages	2,094	35,000	5,500	6,000	28,000	28,000	
0105	Reimbursement / Overtime	0	(30,000)	(963)	(1,000)	(22,000)	(22,000)	
0111	Fringes	0	7,680	0	1,320	6,490	6,490	
	Personal Services	**2,094**	**12,680**	**4,537**	**6,320**	**12,490**	**12,490**	**(190)**
0216	Maint of Operating Equip	715	900	0	0	900	900	
	Contractual Services	**715**	**900**	**0**	**0**	**900**	**900**	**0**
0320	Small Tools	0	500	0	0	500	500	
0348	Per Protective Equipment	0	6,990	0	0	7,500	7,500	
0350	Training Supplies	0	500	0	0	500	500	
	Supplies & Materials	**0**	**7,990**	**0**	**0**	**8,500**	**8,500**	**510**
8133	All Other Equipment	97	1,400	258	260	1,400	1,400	
	Capital Outlay	**97**	**1,400**	**258**	**260**	**1,400**	**1,400**	**0**
	REG SPEC OPER RESP TEAM	**2,906**	**22,970**	**4,795**	**6,580**	**23,290**	**23,290**	**320**
							Percent Budget Change	**1.39%**

CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2023

ACCOUNT #	ACCOUNT DESCRIPTION	2021 ACTUAL	2022 BUDGET	2022 YTD (9 MONTHS)	2022 ESTIMATE	2023 DEPT REQUEST	2023 PROPOSED	BUDGET CHANGE
JOINT FIRE COMMISSION (2320-712)								
0206	Advertising & Publication	0	500	500	500	500	500	
0236	Outside Services	8,527	4,500	2,588	2,590	4,500	4,500	
0261	Misc Expenditures	334	1,200	113	1,200	2,200	2,200	
	Contractual Services	**8,861**	**6,200**	**3,201**	**4,290**	**7,200**	**7,200**	**1,000**
	JOINT FIRE COMMISSION	**8,861**	**6,200**	**3,201**	**4,290**	**7,200**	**7,200**	**1,000**
							Percent Budget Change	**16.13%**
SPECIAL RESERVES & ESCROW (2326-712)								
0101	Salaries	0	0	0	0	15,120	15,120	
0110	Health Insurance	0	0	0	0	95,980	20,980	
0111	Fringes	0	0	0	0	3,330	3,330	
	SPECIAL RESERVES & ESCROW	**0**	**0**	**0**	**0**	**114,430**	**39,430**	**39,430**
FIRE DEPARTMENT		**8,885,946**	**9,106,360**	**6,904,249**	**9,316,060**	**9,888,360**	**9,560,550**	**454,190**
							Percent Budget Change	**4.99%**
REVENUES								
	Interest on Investments	753	10,000	1,240	5,000	10,000	10,000	
	P-Card Rebate	4,282	6,500	2,310	6,000	6,000	6,000	
	Sale of Equipment	122	15,900	680	15,900	500	500	
	Consumable Supplies	0	500	0	500	1,000	1,000	
	Revenues	5,157	32,900	4,230	27,400	17,500	17,500	**(15,400)**
							Percent Budget Change	**-46.81%**
NET FIRE DEPARTMENT		**8,880,789**	**9,073,460**	**6,900,019**	**9,288,660**	**9,870,860**	**9,543,050**	**469,590**
								5.18%

CITY OF NEENAH
REQUEST FOR 2023 OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES

Department/Office:	**Budget:**
Neenah-Menasha Fire Rescue	Fire Department Operations
Program:	**Submitted by:**
Public Safety	Kevin Kloehn

	STAFFING				SALARIES & WAGES		
	Current Budget		Requested Budget		Approved	Current	Requested
	Grade/Monthly		Grade/Monthly		Budget	Estimate	For
POSITION TITLE	Sal./Hr. Rate	No.	Sal./Hr. Rate	No.	for 2022	for 2022	2023
FULL TIME							
Fire Chief	Grade S3	1.00	Grade S3	1.00	$108,310	$108,310	$109,120
Deputy Fire Chief / Operations	Grade O3	1.00	Grade O3	1.00	98,440	98,440	99,800
Asst Chief-Emerg Mgmt/Trng	Grade N3	1.00	Grade N3	1.00	84,460	84,460	85,080
Asst Chief-Prevention/Inspect	Grade N3	1.00	Grade N3	1.00	83,000	68,750	82,500
Community Risk Reduction Specialist	-	-	Grade N3	1.00	0	0	82,890
Management Assistant	Grade H3	1.00	Grade H3	1.00	55,030	55,030	55,440
Fire Officers	85,417	15.00	87,339	15.00	1,351,760	1,351,190	1,381,260
Mechanics	82,678 - 85,417	4.00	84,538 - 87,339	4.00	355,180	355,180	363,170
Assistant Inspectors	81,063	6.00	82,887	6.00	511,400	510,760	522,600
Shift Commanders	88,613	3.00	90,607	3.00	281,880	281,880	288,130
Drivers	79,677	12.00	81,470	12.00	1,006,050	1,005,990	1,028,470
Fire Fighters	49,902 - 76,938	23.00	51,025 - 78,669	23.00	1,592,310	1,577,740	1,684,290
Subtotal		68.00		69.00	$5,527,820	$5,497,730	$5,782,750
OTHER COMPENSATION							
Work in Other Classification	-		-		47,000	47,000	47,000
First Responders Pay	-		-		44,100	44,100	51,350
Accrued Wages	-		-		14,140	14,140	14,480
OVERTIME	-		-				
Operating Overtime	-		-		157,300	260,000	250,000
Special OPER Overtime	-		-		35,000	6,000	28,000
FLSA Overtime (2470 Hrs.)	-		-		55,000	58,000	58,000
TOTAL	XXX	68.00	XXX	69.00	$5,880,360	$5,926,970	$6,231,580

Neenah-Menasha Fire Rescue
Cost Distribution Formula For Budget Year 2023
Factors as of 12/31/21

Item No.		Formula Item	Total	Proportionate Share	25% Weighted Factor	Weighted Share Neenah	Weighted Share Menasha
1.	*	Population-Neenah	27,525	60.81%	0.25	0.1520	
	*	Population-Menasha	17,741	39.19%	0.25		0.0980
		Population as of 1/1/21	45,266	100.00%			
2.	*	Equalized Value (w/TIF)-Neenah	2,549,115,400	65.50%	0.25	0.1637	
	*	Equalized Value (w/TIF)-Menasha	1,342,759,558	34.50%	0.25		0.0863
		Equalized Value as of 1/1/21	3,891,874,958	100.00%			
3.	*	Service Calls-Neenah	1,748	59.05%	0.25	0.1476	
	*	Service Calls-Menasha	1,212	40.95%	0.25		0.1024
		Service Calls during 2021	2,960	100.00%			
4.	*	Square Miles-Neenah	9.880	56.01%	0.25	0.1401	
	*	Square Miles-Menasha	7.760	43.99%	0.25		0.1099
		Square Miles as of 12/31/21	17.640	100.00%			
		Total Weighted Factors				**0.6034**	**0.3966**
		Total Proposed Cost Distribution Formula - 2021 Factor for 2023 Budget				**60.34%**	**39.66%**
		Previous Year Cost Distribution Formula				60.65%	39.35%
		Increase (decrease) from previous year				**-0.31%**	**0.31%**

a Neenah - Equalized Value

Equalized Value	2,547,115,400
Alliant Energy (from Dept. of Admin.)	2,000,000
	2,549,115,400

b Menasha - Equalized Value

Equalized Value	1,301,927,300
UW-Fox Valley (from Dept. of Admin.)	40,832,258
	1,342,759,558

c NMFR automatic aid for calls in the City of Menasha and the City of Appleton ended as of 12/31/18.

d Sq. Ft. of All Buildings has been removed as a factor effective the 2014 Factor for the 2016 Budget.

* Updated for 2020.