



2024

Operating and Capital Improvements Adopted Budget



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Office of the Mayor

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JANE B. LANG
Mayor

October 26, 2023

Dear President Borchardt, Honorable Council Members, and Citizens:

It is my pleasure to present you with the 2024 Operating and Capital Improvement Budget. Over this past year, we have continued to face the economic pressures that make the budgeting process at the municipal level a difficult undertaking. We have continued to feel the effects of labor shortages and supply chain issues which makes planning for the future more challenging. We have also been aware of the on-going issue of inflationary pressures which make it difficult for all of us to keep pace. One of the bright spots this year, however, has been the long over-due and greatly appreciated State of Wisconsin efforts to increase shared revenue. This important increase in the revenue provided back to municipalities has resulted in some very positive outcomes for us as a community. Those will be outlined within this overview.

My priorities for the 2024 budget reflect some of the continued pressures we face as well as the positive assistance we have received from the state. Our budget for 2024 indicates that we remain committed to providing the very best services to the citizens of Neenah in the most economical and fiscally responsible manner possible.

One of the unique issues of the past couple of years has been the continued rise in housing prices. This phenomenon was expected to cool following the recovery from the pandemic, however, that has not been the case. Housing shortages and the high cost of building new have contributed to this problem. Assessed property values in the city dropped to 13.2% below the market value in 2022, necessitating the revaluation per State of Wisconsin law. We, as a city, are obligated by the state to conduct that reassessment whenever the market value is above or below the assessed value by 10% or more. As you are aware, the revaluation process was conducted in the summer of 2023 resulting in an average increase of 31.23% in assessed property value. The goal of this process is to more equitably distribute property taxes throughout the city, and we believe that has been accomplished.

Working with our department heads to create the budget document, this year's identified needs in our 2024 general fund budget are just over \$30.3 million while our revenues expectations are approximately \$29.6 million. Our budget deficit based upon department head requests stands at \$758,500. I'm requesting a reduction of \$396,350 to those department head requests, and an increase in revenues of \$362,150. This will yield an overall reduction in the budget of \$758,500 which will allow us to eliminate the budget deficit and balance the budget. As we move forward through the budget process, I welcome the input of council members to make further suggestions for adjustments.

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I am proposing to increase our operating tax levy by just under \$150,000 (1%), which is the maximum allowed under state law. In addition, I am proposing no increase to the proposed 2024 debt service levy. With the proposed increase in the Transportation Assessment Replacement Fee (TARF) from \$23 to \$40, it will generate roughly an additional \$400,000 in revenue to repay debt service costs for street and sidewalk reconstruction, eliminating the need for additional debt service levy dollars next year. The TARF more fairly distributes the cost of street and sidewalk replacement by apportioning the fee to those properties who generate the most usage, rather than by property value through the tax levy. Despite the proposed operating levy increase, the overall levy to the City of Neenah taxpayers will drop in 2024 by 1.24%. This is thanks to the closure of Tax Incremental Financing (TIF) Districts 5 and 6. Combined these two TIF Districts added nearly \$44 million of new tax base to the City, and with revenues no longer redirected towards development, Neenah's taxpayers can enjoy this net levy decrease in 2024. The successful closure of TIF districts 5 and 6 highlight the importance of the City's ongoing investment in TIF districts as well as the hard work and dedication of City officials and business leaders, past and present, to foster the growth of Neenah.

Tax Incremental Financing (TIF) #5 was created in 1993 and encompassed a large area of Neenah's downtown. TIF #5 was key to the transformation of the downtown serving as a catalyst for projects such as the three Neenah Center Towers, the restoration of the Equitable Reserve building, the Shattuck Park redevelopment, and the Neenah Riverwalk. TIF #5 closed in 2023 adding \$15.8 million of new property value to the city's tax base.

Tax Incremental Financing (TIF) #6 was created in 1997 to facilitate the second and third phases of Neenah's Southpark Industrial Center adding over 100 acres of fully improved manufacturing property to the city. In addition to adding over \$28 million of new tax base to the city, TIF #6 created over 2,000 new jobs within the community. Notable manufacturing tenants within TIF #6 include Rollmeister, Neenah Wire, P & D Metal Works, Alta Resources Fulfillment Center, and Plexus Corporation.

The total proposed tax levy decreased from 2023, and is approximately \$20.4 million, which equates to a 1.24% decrease over last year. As shown in this budget, the assessed tax rate is proposed to decrease 24.74% for property owners. That decrease will translate to a tax rate of \$6.57 per \$1,000 of assessed valuation (compared to an \$8.73 rate per \$1,000 last year). This equates to a tax rate decrease of approximately \$2.16 for every \$1,000 of assessed property value. In summary, the owner of a home assessed at \$210,000 last year, who received the average 30% increase in their assessed value to \$275,000 this year, will see a decrease in taxes owed for City purposes of about \$27. Impacts for each property will vary based on the results of the assessment revaluation, but this particular taxpayer would see an offset greater than the combined proposed increases in TARF (\$17 annually) and Recycling Fee (\$5 annually).

Because we highly value our City of Neenah employees and consider them to be our most important resource, we completed a comprehensive salary evaluation beginning in 2022 and concluding in 2023. We have made adjustments to more appropriately match the market rate for our employees and have planned for a 3.5% increase in 2023 (1.5% in January as a step increase and 2% as a cost-of-living adjustment in July). The ability of the city to retain our excellent workforce depends, in part, on our ability to provide our employees with appropriate compensation and benefits. The rising cost of health care has made the benefit side of our compensation package challenging, though we remain committed to providing employees with affordable and appropriate options for health care. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish a 2.3% decrease from what we had originally planned for in health insurance costs for the city. This will result in cost savings of \$150,000.

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We have also undertaken a very meaningful professional evaluation of our organizational culture at the city and have begun to undertake the implementation of what our culture team at the city has identified as four important values to embrace. Those values are as follows: pursue growth, encourage innovation, cultivate collaborative relationships, and engage with our community. We recognize that our employees are dedicated, committed, and highly skilled, and we aim to acknowledge their value as we together continue to serve our community. We have taken steps to include putting those values into action and are working together within every one of our eleven departments to make sure we are cultivating a positive team first mentality, improved communication, and adequate training. We are incredibly grateful to those who have stepped up from each of our eleven departments to form the team that oversees this culture initiative. The extremely high cost of replacing employees who decide to not invest in or commit themselves to working for the city makes this organizational culture work highly beneficial for all of us. Retention of employees is a huge issue for all municipalities. We, at the City of Neenah, are seeking to create a workplace environment that assists us in our efforts to not only retain employees but also attract the highest quality new employees for our team.

We have had several requests for new employees from two departments this year but have made the difficult decision to add only one of the three requested positions. That new position I am recommending is an investigator position at the Neenah Police Department (PD). The number of sworn officers has remained the same over the past 30 years, while the number of calls for service continue to rise. The addition, last year, of a behavioral health officer for the Police Department was accomplished by using one time ARPA dollars. Obviously, use of one-time dollars is not a sustainable way to manage the addition of a new employee, and we are grateful that this year we are able to use part of the increase in shared revenue from the state to not only provide the necessary funding for that position but also the funding for the new investigator position.

We are also grateful that our plans for the construction of a valuable training center for the Neenah PD have almost been completed. That expansion to the current footprint of our police station began in May of this year and, in spite of the unprecedented unpredictability of construction costs given our current economic conditions, it has been accomplished with very few issues. The new facility will not only serve as a valuable tool for achieving the best results with training for our officers, it will also serve as a valuable tool for recruiting new high-quality officers. Staying on the topic of new facilities, working with our NMFR Chief Keven Kloehn, we have made the difficult decision to recommend that at this time the construction of a new fire station, which has been under consideration for several years, is not economically feasible. The high cost of new construction (nearly double what the original estimates were from only two years ago) coupled with uncertainty as to the appropriate location for a new facility have led to my recommendation to remodel the current facility rather than construct new. The beginning of the renovation of Station 31 will include replacement of the roof and service doors and a detailed professional evaluation of additional needs that will keep this building in good condition as an important resource in Neenah. As our service area expands, it may become necessary in the near future to consider the possibility of a third station in the city. We remain committed to providing the very best public safety services to our community, and we are steadfast in our support of and pride in both our police and fire departments.

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Some of the additional capital projects we'll be undertaking in 2024 include reconstruction of Doty Ave., Cedar St., Belmont Court, and North St. The accompanying utility construction will occur as well. Our internal Information Systems department will be continuing to address cybersecurity initiatives with growing concerns over this ever-present threat, as well as investing in multi-year hardware/software maintenance agreements, additional training and seamless integration for data sharing between nearly all city applications. Additional vehicles will be purchased for our fleet including various Public Works Department and Parks and Recreation vehicles, as well as police squads. One initiative we've taken is for the purchase of vehicular barriers for use at our community parades and events. Considering the tragedy that occurred in Waukesha, we feel that providing adequate protection for our citizens at highly attended community events is a top priority. We have leveraged the purchase of the barrier system with an application to Winnebago County for a cost sharing effort in this endeavor. The thirty-three million dollars of ARPA funding Winnebago County received in 2020 have yet to be distributed, and we are doing our best to work with them to apply some of that funding for this vehicle barrier project as well as a Water Utility project that will further provide clean and safe water to our community.

Following a year-long effort to better develop a thoughtful approach to the Arrowhead property (nearly thirty acres of waterfront adjacent to our downtown), we have now nearly wrapped up that process. Working with the highly creative and innovative company (RDG Planning and Design) that completed our downtown master plan in 2022, we have established a new conceptual master plan for the Arrowhead property. Our task force has worked diligently with the planners from RDG to establish what we think will be a positive transformational improvement and an exceptional addition for not only our own community but the broader region as well. The key to this project is public-private partnership, and to that end, we have been working with community partners to help all of us be part of this exciting and incredibly unique undertaking. One of the weaknesses of the previous plans had been the lack of attention to connectivity between our beautiful downtown and the thirty acres of property. To address that important issue of access, we'll be hoping to initially focus our attention on the creation of better pedestrian as well as vehicular points of entry. I am proposing to allocate \$700,000 of the remaining ARPA funds to help make this vision a reality. We look forward with great anticipation to the implementation of the new plan.

Looking to the future of our great community, we have many reasons for which to be excited and hopeful. Looking back on our community's incredibly inspiring past, we also have reasons for pride and thankfulness. Celebrating, over this past year, our 150th anniversary of incorporation as a city has been a reminder of how far we have come and the many reasons we have to be grateful for all our community has accomplished. The primary reasons we have to be grateful are, in my opinion, wrapped up in the people who have made this place their home and have positively contributed to our on-going story. One exceptional example of that is a multi-generational resident and genuine friend to the community, Mr. John Bergstrom. In 2022, we initially formed a dedicated task force to address the possibility of refurbishing our one-hundred-year-old cemetery chapel at our municipally owned Oak Hill Cemetery. Shortly after that first meeting, Mr. Bergstrom called and offered to do what would not have otherwise been possible for our community, and that is the complete restoration of that beautiful chapel. Originally donated by his grandfather, D.W. Bergstrom, the chapel had fallen into disrepair and was not fulfilling its potential as a peaceful and beautiful place to say our farewells to loved ones. This undertaking, and so many others, on Mr. Bergstrom and his family's part, demonstrates so clearly that the kindness and generosity of individuals in our beloved community is what keeps us going and honestly sets us apart as a city of deeply dedicated and community-first minded people. Our sincere gratitude goes out to the Bergstrom family and all our community members who work hard every day to make Neenah a wonderful place to live and enjoy.

CITY OF NEENAH
Office of the Mayor

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Finally, I'd like to express my thanks to our Finance Department for their exceptional efforts to help guide this year's plan. Our new Director of Finance, Vicky Rasmussen, joined the city in February of this year and has already made an incredibly valuable contribution to our city. Nine-year veteran Deputy Director, Andy Kahl, has been instrumental in helping her transition into her role and also providing the background and context for the establishment of this year's budget. I am incredibly grateful to both for their assistance in walking through this complex process. I'm also grateful to our new Council President, Brian Borchardt, and our eight other Council members for their support and encouragement. With now four new department heads in place and one soon to be added, we have undergone significant transformation in my first year and a half as mayor. Our team is strong, dedicated, and committed to continuing to provide the very best for the citizens of Neenah, and we remain firm in our convictions to make the best decisions for our entire community. As we undergo the process of budget discussions and decisions at the Council level, I welcome the input and wisdom of our Council members and community members to produce the absolute best possible product for all of us.

Respectfully submitted,



Jane B. Lang, Mayor

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City of Neenah

Wisconsin

2024

Operating and Capital Improvements Budget

**Compiled by Department of Finance
Vicky K. Rasmussen, CPA, Director**

**Submitted by
Jane B. Lang, Mayor**

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City of Neenah

2024 Adopted Operating 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 subsequent 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, by request from the Finance Department or on the City's website (www.ci.neenah.wi.us).

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 2023**

MAYOR

Jane B. Lang

PRESIDENT OF THE COUNCIL

Brian Borchardt

COUNCIL MEMBERS

Aldermanic District 1:	Cari Lendrum
Aldermanic District 1:	John Skeyrms
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

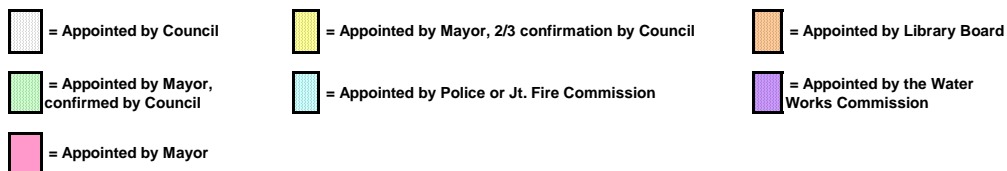
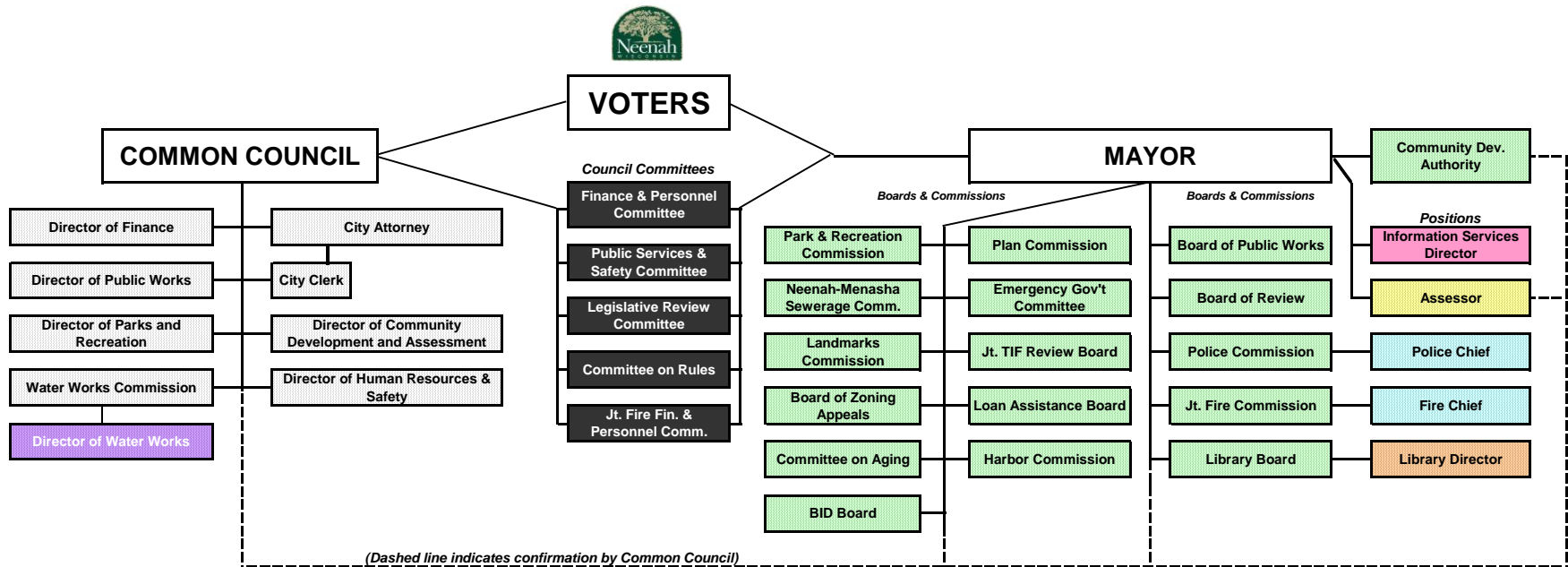
Director of Finance	Vicky K. Rasmussen
City Attorney	David C. Rashid
City Clerk	Charlotte K. Nagel
Director of Human Resources and Safety	Amy Fairchild
Police Chief	Aaron Olson
Fire Chief	Kevin Kloehn
Director of Public Works and Utilities	Gerry Kaiser
Director of Community Development and Assessment	Chris A. Haese
Director of Library	Nicole Hardina-Wilhelm
Director of Parks and Recreation	Michael Kading
Director of Information Systems	Joseph Wenninger

STANDING FINANCE AND PERSONNEL COMMITTEE

Aldersperson Tami Erickson (Chairman)
Aldersperson John Skeyrms (Vice Chairman)
Aldersperson Kathie Boyette
Aldersperson Brian Borchardt
Aldersperson Dan Steiner

STANDING PUBLIC SERVICES AND SAFETY COMMITTEE

Aldersperson Cari Lendrum (Chairman)
Aldersperson Lee Hillstrom (Vice Chairman)
Aldersperson Brian Borchardt
Aldersperson Scott Weber
Aldersperson Todd Stevenson



City of Neenah
2024 Adopted Budget
Corrections / Changes / Amendments
Effects on Tax Levy, Tax Rate, Borrowings and Expenditure Restraining Program (ERP)

OPERATING AND CAPITAL BUDGET

Item Description	Vote	Item Amount	Total Tax Levy	Actual Assessed Tax Rate	G. O. Capital Borrowing	General Fund Reserves Used	Library Fund Balance Reserves Used	Other Fund Type Expenditures	ARPA Available	ERP Over (Under)
			\$ 20,441,801	\$ 6.5700	\$ 13,721,760	\$ 185,000	\$ 30,000	N/A	\$ 91,424	\$ (342,399)
<u>Amendments</u>										
1. Wage increase for non-union employees - additional 1% effective July 1, 2024 (Alderman Stevenson)	Yes	51,020					7,500	9,162	(32,680)	41,858
			20,441,801	6.5700	13,721,760	185,000	37,500	9,162	58,744	(300,541)
2. Wage scale implementation adjustments (Alderman Stevenson)	Yes	11,470					10,630		(840)	11,470
			20,441,801	6.5700	13,721,760	185,000	48,130	9,162	57,904	(289,071)
3. Decrease capital borrowing for Public Infrastructure fund by \$145,000 due to Winnebago County Spirit Fund reimbursement (Alderman Stevenson)	Yes	145,000			(145,000)					
			20,441,801	6.5700	13,576,760	185,000	48,130	9,162	57,904	(289,071)
4. \$50,000 for public self check out machines at the library. Use Library Trust Fund in its place. (Alderman Skyrms)	Yes	50,000			(50,000)					
			20,441,801	6.5700	13,526,760	185,000	48,130	9,162	57,904	(289,071)
5. Decrease capital expenditure & borrowing in Public Facilities Fund by \$10,000 for the Bergstrom-Mahler Museum (Alderman Skyrms)	Yes	10,000			(10,000)			(10,000)		
			20,441,801	6.5700	13,516,760	185,000	48,130	(838)	57,904	(289,071)
6. Decrease capital borrowing by \$170,000 for Police department's reconfigure of briefing room and use the unused funds from the building expansion project (Alderman Stevenson)	No	170,000								
			20,441,801	6.5700	13,516,760	185,000	48,130	(838)	57,904	(289,071)
7. Delay construction of Police Storage Building in the amount of \$150,000 which was planned to be funded with the unused funds from the police building expansion (Alderman Stevenson)	No	150,000								
			20,441,801	6.5700	13,516,760	185,000	48,130	(838)	57,904	(289,071)
Totals (w/Final Assessed Value)		\$ 587,490	\$ 20,441,801	\$ 6.5700	\$ 13,516,760	\$ 185,000	\$ 48,130	\$ (838)	\$ 57,904	\$ (289,071)
Change		\$ -	\$ -	\$ -	\$ (205,000)	\$ -	\$ 18,130	\$ (838)	\$ (33,520)	\$ 53,328

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City of Neenah
2023 Property Tax Levies and Rates
Collectible in 2024
All Taxing Jurisdictions

Taxing Jurisdiction	2023 Total Tax Levy	% Change from 2022	2023 Assessed Tax Rate	% Change from 2022	2023 Equalized Tax Rate	% Change from 2022
City of Neenah	\$ 20,441,801	-1.24%	\$ 6.5700	-24.75%	\$ 6.5775	-13.20%
Neenah Joint School District	19,262,713	3.47%	6.1910	-21.15%	6.1981	-9.06%
Winnebago County	11,496,417	3.32%	3.6949	-21.27%	3.6991	-9.19%
Fox Valley Technical College	2,294,202	4.46%	0.7374	-20.40%	0.7382	-8.20%
Gross Tax Levy / Rate	\$ 53,495,133	1.63%	\$ 17.1933	-22.56%	\$ 17.2129	-10.68%
School Levy Tax Credit	\$ (3,743,567)	30.03%	(1.2032)	-0.92%	(1.2045)	14.27%
Net Tax Levy / Rate	\$ 49,751,566	-0.01%	\$ 15.9901	-23.81%	\$ 16.0083	-12.13%

Assessed Property Value	\$ 3,111,394,000	31.23%
Equalized Property Value	3,107,857,600	13.78%
Assessed / Equalized Ratio	100.11%	n/a

Lottery Credit	\$ 207.64	9.19%
First Dollar Credit	55.78	-3.71%
Recycling Fee	42.00	13.51%

**City of Neenah
2024 Budget
All Taxing Jurisdictions**

Taxing Jurisdiction	2022 Tax Levy Adopted	2023 Tax Levy Adopted	Levy % Increase (Decrease)	2022 Assessed Tax Rate Adopted	2023 Assessed Tax Rate Adopted	Assessed Rate % Increase (Decrease)	2022 Equalized Tax Rate Adopted	2023 Equalized Tax Rate Adopted	Equalized Rate % Increase (Decrease)
City of Neenah-Tax Levy	\$18,619,680	\$18,766,834	0.79%	\$7.8535	\$6.0316482	-23.20%	\$6.8169	\$6.0385	-11.42%
City of Neenah-TIF Levy	2,078,748	1,674,967	-19.42%	0.8768	0.5383334	-38.60%	0.7611	0.5389	-29.18%
<i>City of Neenah-Total Levy</i>	<i>20,698,428</i>	<i>20,441,801</i>	<i>-1.24%</i>	<i>8.7303</i>	<i>6.5699816</i>	<i>-24.74%</i>	<i>7.5779</i>	<i>6.5775</i>	<i>-13.20%</i>
Neenah Schools-Tax Levy	\$16,746,627	\$17,684,358	5.60%	\$7.0635	\$5.6837412	-19.53%	\$6.1311	\$5.6902	-7.19%
Neenah Schools-TIF Levy	1,869,636	1,578,355	-15.58%	0.7886	0.5072822	-35.67%	0.6845	0.5079	-25.81%
<i>Neenah Schools-Total Levy</i>	<i>18,616,263</i>	<i>19,262,713</i>	<i>3.47%</i>	<i>7.8521</i>	<i>6.1910234</i>	<i>-21.15%</i>	<i>6.8156</i>	<i>6.1981</i>	<i>-9.06%</i>
Winnebago County-Tax Levy	\$10,009,539	\$10,554,419	5.44%	\$4.2219	\$3.3921835	-19.65%	\$3.6646	\$3.3960	-7.33%
Winnebago County-TIF Levy	1,117,490	941,997	-15.70%	0.4713	0.3027573	-35.77%	0.4091	0.3031	-25.91%
<i>Winnebago County-Total Levy</i>	<i>11,127,029</i>	<i>11,496,417</i>	<i>3.32%</i>	<i>4.6932</i>	<i>3.6949409</i>	<i>-21.27%</i>	<i>4.0737</i>	<i>3.6991</i>	<i>-9.20%</i>
Fox Valley Tech-Tax Levy	\$1,975,637	\$2,106,219	6.61%	\$0.8333	\$0.6769373	-18.76%	\$0.7233	\$0.6777	-6.30%
Fox Valley Tech-TIF Levy	220,565	187,983	-14.77%	0.0930	0.0604176	-35.06%	0.0808	0.0605	-25.10%
<i>Fox Valley Tech-Total Levy</i>	<i>2,196,202</i>	<i>2,294,202</i>	<i>4.46%</i>	<i>0.9263</i>	<i>0.7373549</i>	<i>-20.40%</i>	<i>0.8041</i>	<i>0.7382</i>	<i>-8.19%</i>
<i>State of Wisconsin-Total Levy</i>	<i>0.00</i>	<i>0.00</i>	<i>n/a</i>	<i>n/a</i>	<i>0.00</i>	<i>n/a</i>	<i>0.00</i>	<i>0.00</i>	<i>n/a</i>
GROSS TAX LEVY/RATE	52,637,922	53,495,133	1.63%	22.2019	17.1933008	-22.56%	19.2713	17.2129	-10.68%
School Credit	(2,879,073)	(3,743,567)	30.03%	(1.2143)	(1.2031799)	-0.92%	(1.0541)	(1.2045)	14.28%
NET TAX LEVY/RATE	49,758,849	49,751,566	-0.01%	\$20.9875	\$15.9901209	-23.81%	\$18.2173	\$16.0083	-12.13%
Assessed Value	2,370,875,900	3,111,394,000	31.23%						
Equalized Value	2,731,410,000	3,107,857,600	13.78%						
Lottery Credit	190.16	207.64	9.19%						
First Dollar Credit	57.93	55.78	-3.71%						
Recycling Fee	37.00	42.00	13.51%						

City of Neenah
2024 Adopted Budget

	2023 Budget Tax Levy/Rate Adopted	2024 Budget Tax Levy/Rate Requested	% Increase (Decrease)	2024 Budget Tax Levy/Rate Recommended	% Increase (Decrease)	2024 Budget Tax Levy/Rate Adopted	% Increase (Decrease)
General Fund Operating Tax Levy	\$ 14,619,684	\$ 15,378,184	5.19%	\$ 14,766,834	1.01%	\$ 14,766,834	1.01%
Debt Service Fund Tax Levy	4,000,000	4,000,000	0.00%	4,000,000	0.00%	4,000,000	0.00%
Total Tax Levy (Before TIF)	18,619,684	19,378,184	4.07%	18,766,834	0.79%	18,766,834	0.79%
T.I.F. Districts Tax Levy (est)	2,078,748	1,674,967	-19.42%	1,674,967	-19.42%	1,674,967	-19.42%
Total Tax Levy (After TIF)	\$ 20,698,432	\$ 21,053,151	1.71%	\$ 20,441,801	-1.24%	\$ 20,441,801	-1.24%

City Property Equalized Value	\$ 2,731,410,000	\$ 3,107,857,600	13.78%	\$ 3,107,857,600	13.78%	\$ 3,107,857,600	13.78%
Equalized Tax Rate (Before TIF)	\$6.8169	\$6.2352	-8.53%	\$6.0385	-11.42%	\$6.0385	-11.42%
Equalized Tax Rate (After TIF)	\$7.5779	\$6.7742	-10.61%	\$6.5775	-13.20%	\$6.5775	-13.20%

City Property Assessed Value	\$ 2,370,875,900	\$ 3,111,394,000	31.23%	\$ 3,111,394,000	31.23%	\$ 3,111,394,000	31.23%
Assessed Tax Rate (Before TIF)	\$7.8535	\$6.2281	-20.70%	\$6.0316	-23.20%	\$6.0316	-23.20%
Assessed Tax Rate (After TIF)	\$8.7303	\$6.7665	-22.49%	\$6.5700	-24.74%	\$6.5700	-24.74%

NOTE: * Budget Year 2024 Levy is proposed to be reduced by the application of \$185,000 of General Fund Unassigned Reserve Fund Balance. This compares to the amount of \$135,000 used to reduce the 2023 Budget Year Levy.

* Tax Levy for Operating totals \$14,766,834, a \$147,150 (1.01%) increase

* Tax Levy for Debt Service totals \$4,000,000, a \$0 (0%) increase

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City of Neenah
2024 General Fund Adopted Budget

Requested Expenditures	\$ 30,325,430
Requested Revenue - includes previous year's tax levy amount	29,566,930
Budget Deficit based upon Requests	\$758,500
<u>Mayor's Recommended & Council Adopted Budget Adjustments</u>	
<u>Increases (Decreases) to Expenditures Requested</u>	
(b) Total General Fund Expenditure	
Recommended Increases (Decreases)	(343,022)
* Details are listed in the Mayor's comments & Council amendments that follow	
(a) Total General Fund Revenue	
Recommended Increases (Decreases)	415,478
* Details are listed in the Mayor's comments & Council amendments that follow	
Recommended and Adopted General Fund Budget Deficit	\$ -

Expenditure Restraint Program (ERP)	
2023 Adopted Expenditure Budget	\$ 28,512,809
2024 ERP Limit Increase	6.1680% 1,758,670
2024 Gen. Fund Expenditure Limit	30,271,479
2024 Department Requested Expenditures	30,325,430
Expenditure Reductions Needed to Qualify for 2024 ERP Program	53,951
Expenditure Decreases Recommended by Mayor / Council Adopted	(343,022)
Expenditure Decreases Recommended / Council Adopted in Excess of Amount Needed to Qualify for 2024 ERP	(289,071)

Mayor's Recommended and Council Amended Revenue Budget Adjustments

Increases (Decreases) to Revenue Recommended and Adopted

Property Tax Levy Increase - Levy Limit **\$ 147,150**

Mayor Recommended:

Per levy limit restrictions based upon net new construction, I am recommending using the total amount allowed to apply towards the 2024 budget. For further details on the calculation of allowable levy, please see page 11 of this budget document titled "Calculation of Tax Levy Limit".

Use General Fund Unassigned Reserves **\$ 185,000**

Mayor Recommended:

The City ended fiscal year 2022 with a General Fund undesignated fund balance of \$3,411,119, and a total fund balance of \$3,652,578. Current estimates for 2023 indicate the City would end the year with a net revenue less expenditure surplus of \$644,300. This number excludes the budget application of assigned carry forwards (\$59,999), unassigned (\$135,000) and library (\$10,000) fund balance. I am recommending the use of \$185,000 of unassigned fund balance as part of the proposed 2024 General Fund budget, an increase of \$50,000 from the \$135,000 of unassigned fund balance applied as part of the 2023 budget.

Library Operating Carryforward **\$ 48,130**

Mayor Recommended:

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. When factoring in 2023 operating results, the total available carry forward funds are estimated to be about \$60,000 at 12/31/23. I am recommending using \$30,000 of those ongoing carry forward funds to offset expenditures in the 2024 Library operating budget.

Council Amended:

An additional 1% wage increase, effective July 1, 2024, for all non-union employees was proposed as an amendment and approved. The Library's portion is to come out of their carryforward balance, which equates to \$7,500. In addition, a wage scale implementation adjustment was proposed and approved, increasing the wage and fringe for the Library employees by \$10,630, this too will come from the Library carryforward balance.

City of Neenah

2024 General Fund Adopted Budget

Mayor's Recommended / Council Adopted Revenue Budget Adjustments (continued)

Increases (Decreases) to Revenue Recommended and Adopted (continued)

Use of ARPA Funds for Public Safety

\$ -

Mayor Recommended:

The City of Neenah was very fortunate, as an CDBG entitlement city, to receive a much higher allotment of American Recovery Plan Act (ARPA) funds than what was typical for a community of our size. The City found itself in an advantageous position because of our ability to access the entire \$5.55 million allotment by using the "Revenue Replacement" provision under ARPA legislation. Capturing the funds under that provision allows the City much broader latitude and substantially increases the number of purposes for which the funds can ultimately be expended. This includes the ability to use the funds to assist in funding ongoing public safety operating costs.

Fiscal year 2022 was the first year of a three year plan to earmark approximately \$1.3 million of ARPA funds per year to assist in funding ongoing public safety operating costs. In order to not have the City become dependent on a revenue source that will eventually no longer be available, the plan called for the City to defer the use of various Fund Transfers and Application of Fund Balance over that same three year period that also total approximately \$1.3 million.

Under this proposal, 2024 would be the last year of the three year plan to earmark approximately \$1.3 million of ARPA funds per year to assist in funding ongoing public safety operating costs. In order to not have the City become dependent on a revenue source that will eventually no longer be available, I am also recommending the City defer the use of various Fund Transfers and Application of Fund Balance for the 2024 budget in the amount of \$1.3 million.

With this approach, the City directly funded approximately \$1.3 million of public safety operating costs using ARPA funds in each of the three years. By doing so, the City essentially postponed the need for these Fund Transfers for these three years. By not depleting additional dollars, this, in turn, will help these various Funds maintain their integrity and viability. Once the ARPA funding earmarked for this purpose has been exhausted, the affected Funds will be in a healthier position financially for the City to again apply these Fund Transfers to assist in funding General Fund operations.

Regarding following federal guidelines on the use of ARPA funds, both City staff and our auditors Baker Tilly agree that, since the ARPA funds themselves are used to fund the "direct provision of services to citizens", using the funds in this manner does not violate the federal guidance that prohibits specifically using the funds to "replenish rainy day or other reserve funds".

Below is a summary of the recommended use of ARPA funds and deferred transfers offsets:

Use of General Fund Reserves	(300,000)	
Transfer from Benefit Accrual Fund	(325,000)	
Transfer from I/S Fund	(8,000)	
Transfer from Parking Fund	(160,000)	
Transfer from Cemetery Perpetual Care Fund	(8,000)	
Transfer from Dial-A-Ride	(8,000)	
Transfer from Compost	(8,000)	
Transfer from Industrial Development Fund	(8,000)	
Transfer from Recycling Fund	(35,000)	
Transfer from Excess TIF Increment	(50,000)	
Transfer from Alliant Energy PILOT Fund	(280,000)	
Transfer from Developer Land Sales Fund	(110,000)	
Deferred Transfers	\$ (1,300,000)	
Transfer from ARPA Fund	\$ 1,300,000	

Use of ARPA Funds and Investment Income for Other Amendments \$ 35,198

Council Amended:

An additional 1% wage increase, effective July 1, 2024, for all non-union employees was proposed as an amendment and approved. For the General fund, \$32,680 of ARPA funds will be used, and \$1,678 for the Neenah Menasha Fire Rescue will be offset by an addition \$1,678 of investment income.

Council Amended:

Council approved an amendment to adjust a human resource employee's wages for discrepancies caused by the wage scale implementation, which equalled \$840 in wage and fringe to be funded by ARPA.

<u>(a) Total General Fund Revenue Increases (Decreases) Recommended and Adopted</u>	<u>\$ 415,478</u>
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City of Neenah

2024 General Fund Adopted Budget

Mayor's Recommended / Council Adopted Expenditure Budget Adjustments

Increases (Decreases) to Expenditures Recommended and Adopted

<u>Health Insurance</u>	\$	(150,000)
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Mayor Recommended:

While preparing the budget, we were at a 12% increase in health insurance, thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish a 9.68% increase, a decrease of 2.32%. This equated to an overall decrease of \$150,000.

<u>Police</u>	\$	(138,540)
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Mayor Recommended:

The Police Department's 2024 budget included the request to add two additional staff positions. Those positions with costs are Police Captain (\$73,760) to begin July 2024 and an Investigator (\$129,550) for the full 2024 budget year. While the safety of our community is paramount, operating budget constraints have led me to recommend only one of the two requested positions. I recommend funding a new Investigator position to begin in July versus January. This will equate to a cost of \$64,775 for the half of a year, and will be a total savings of \$138,540 for this budget.

<u>Joint Fire/Rescue</u>	\$	(67,160)
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Mayor Recommended:

Total Reductions as directed by the Mayors of both Neenah and Menasha totalled \$111,250. The City of Neenah's 60.37% share of the total reductions was \$67,160. Reductions included wage and fringe deductions for planned retirements (Total \$62,500), plus health insurance (Total \$17,500) and overtime reductions (Total \$31,250). Specific Details can be found in the full Neenah-Menasha Fire Rescue Budget.

<u>Information Systems</u>	\$	(70,690)
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Mayor Recommended:

The Information Systems (I/S) department's 2024 budget included a request for a new Help Desk Support Technician, with an annual cost of \$70,690. Due to operating budget constraints, I can not recommend a position being added in this department. Reductions to the I/S expenditure budget decrease the transfers needed from departments, as I/S allocates their costs out to all of the departments that they serve.

<u>Additional Cost of Living Adjustment</u>	\$	121,898
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Mayor Recommended:

Because I highly value our City of Neenah employees and consider them to be our most important resource, I added a 2% cost-of-living adjustment in July 2024. This will be in addition to the already requested 1.5% step increase in January 2024.

Council Amended:

An additional 1% wage increase, effective July 1, 2024, for all non-union employees was proposed as an amendment and approved. This equates to \$41,858 of additional wage and fringe. Of this amount, \$7,500 of the Library carryforward balance will be used, \$32,680 of ARPA funds, and \$1,678 for the Neenah Menasha Fire Rescue will be offset by an addition \$1,678 of investment income.

<u>Wage Scale Implementation Adjustment</u>	\$	11,470
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Council Amended:

Council approved an amendment to adjust library and a human resource employee's wages for discrepancies caused by the wage scale implementation, which equalled \$11,470 in wage and fringe.

<u>Special Reserves & Escrow</u>	\$	(50,000)
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Wage and fringe benefit impact for 2023 retirements

(b) Total General Fund Expenditure Adjustments

<u>Increases (Decreases)</u>		(343,022)
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Total Budget Adjustments Recommended and Adopted

<u>to Balance 2024 General Fund Budget</u>	\$	758,500
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City of Neenah
Tax Levy, Tax Rates and Property Values
Budget Years 2015 - 2024

Tax Levy and Tax Rates						
Budget Year	Tax Levy	% Change	Assessed Tax Rate	% Change	Equalized Tax Rate	% Change
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	20,698,432	3.16%	8.73	2.23%	7.58	-3.83%
2024	20,441,801	-1.24%	6.57	-24.74%	6.58	-13.20%
Average		1.76%		-2.69%		-3.29%

Assessed and Equalized Property Values					
Budget Year	Property Tax Base Assessed Value	% Change	Property Tax Base Equalized Value	% Change	% Ratio
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	2,370,875,900	0.93%	2,731,410,000	7.24%	86.80%
2024	3,111,394,000	31.23%	3,107,857,600	13.78%	100.11%
Average		5.50%		5.36%	

City of Neenah
2024 Adopted Operating Budget
Calculation of Tax Levy Limit

Operating Levy Limit Calculation

Tax Levy

2024 Budget Operating Levy Subject to Levy Limit

2023 Actual Levy (including debt)	\$ 18,619,684	
Plus: 2023 Personal Property Tax State Aid	80,889	
Less: 2023 Budget Levy for Debt Service on debt authorized after 7/1/05	(481,298)	
Total Operating Levy Subject to Levy Limit		\$ 18,219,275
2024 Operating Levy Increase Allowed @ 1.28% Net New Construction Increase of Previous Year's Operating Levy	233,207	
Plus: Terminated TID (.907%) of prior year's adjusted actual levy	165,249	
Less: 2024 Personal Property Tax Aid	(80,889)	
2024 Budget Operating Levy Increase Allowed Due To Levy Limit-After Personal Property Tax Aid		317,567
2024 Budget Total Operating Levy Allowed by Levy Limit (Before Adjustments)		18,536,842
2024 Budget Total Operating Levy (Before Adjustments)		18,536,842

Adjustments to Levy Limit - Current Year

2024 Budget Total Operating Levy Allowed by Levy Limit (Before Adjustments)		18,536,842
<u>Adjustments</u>		
2024 Budget Levy - For increase in charges assessed by a joint fire department		230,000
2024 Budget Levy - Unused Levy Carryforward		-
2024 Budget Levy Increase for Debt Service for Debt Authorized After July 1, 2005.		-
2024 Budget Total Operating Levy Allowed by Levy Limit (After Adjustments)		18,766,842

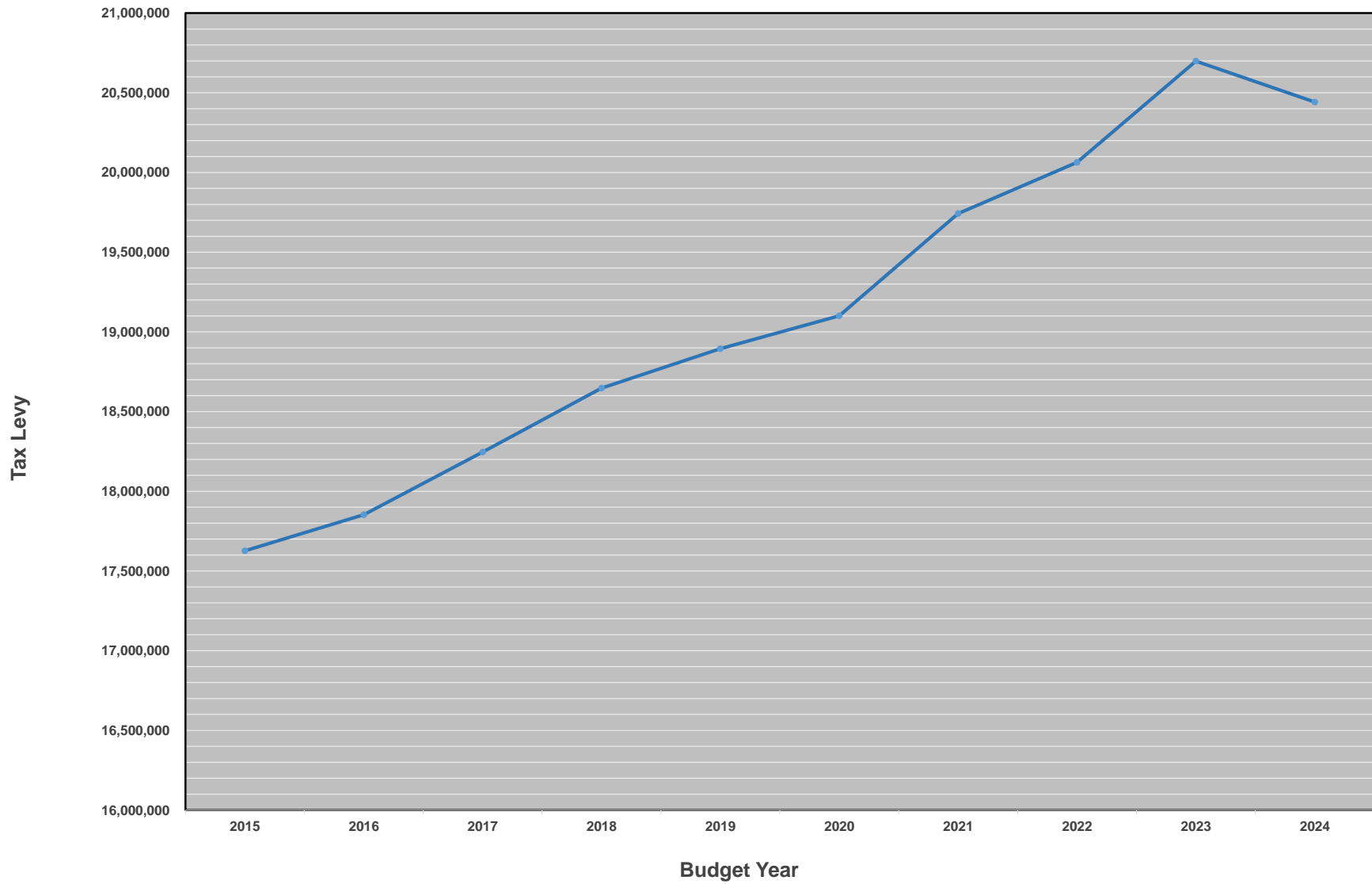
2024 Budget Total Levy Subject to Levy Limit (After Adjustments)

\$ 18,766,834

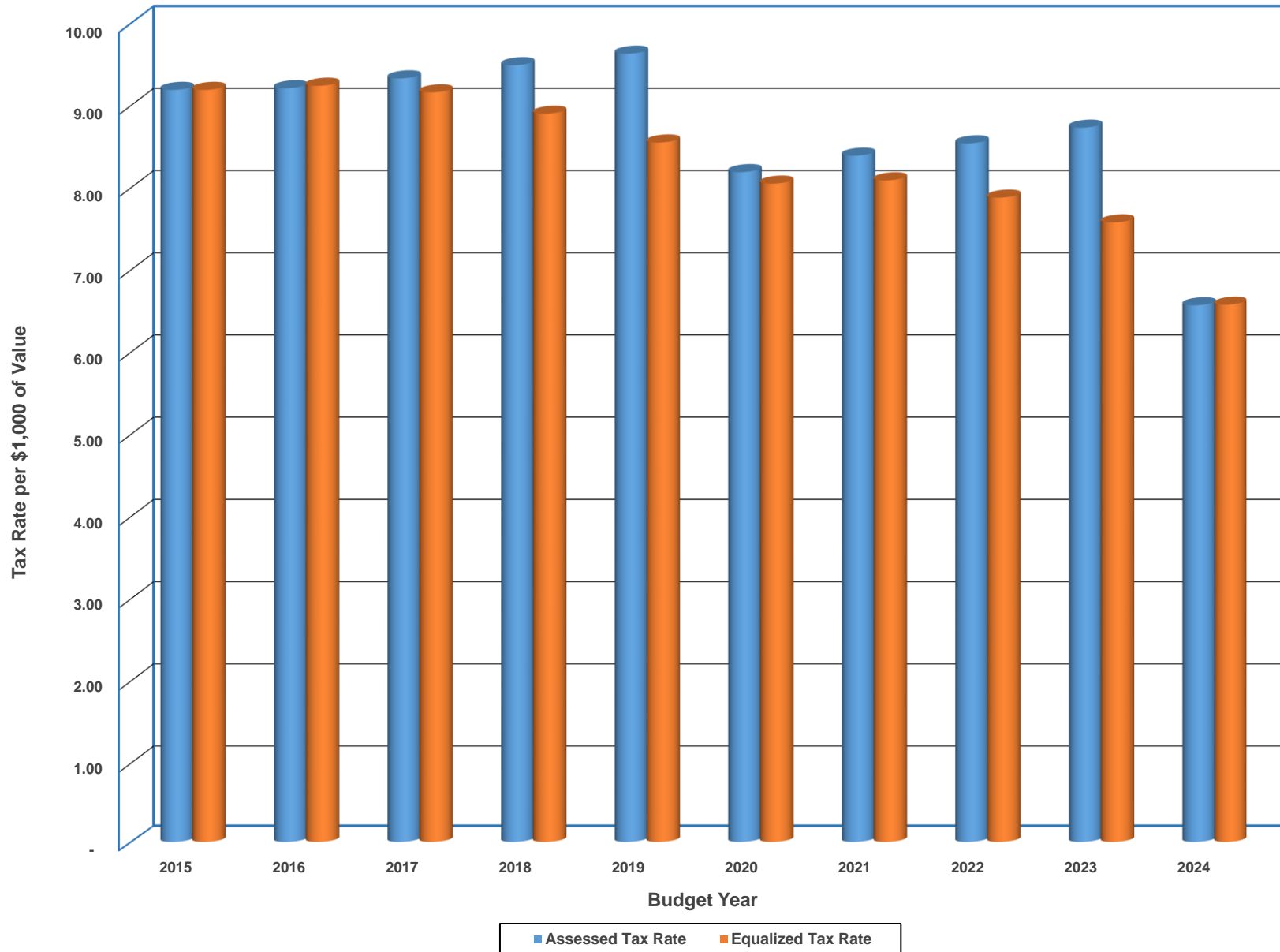
Previous Year's Unused Levy Limit Adjustment

Previous Year's Allowable Levy		\$ 18,619,684
Previous Year's Actual Levy		18,619,684
Previous Year's Unused Levy Limit		-
Previous Year's Actual Levy	x	1.50% 279,295
Allowable Operating Levy Limit Unused Levy (lesser of lines above)		-
Use of Unused Levy Limit		-
Allowable Previous Year Unused Levy Limit Still Available		-
Total Unused Levy Limit Available for Future Years		\$ -

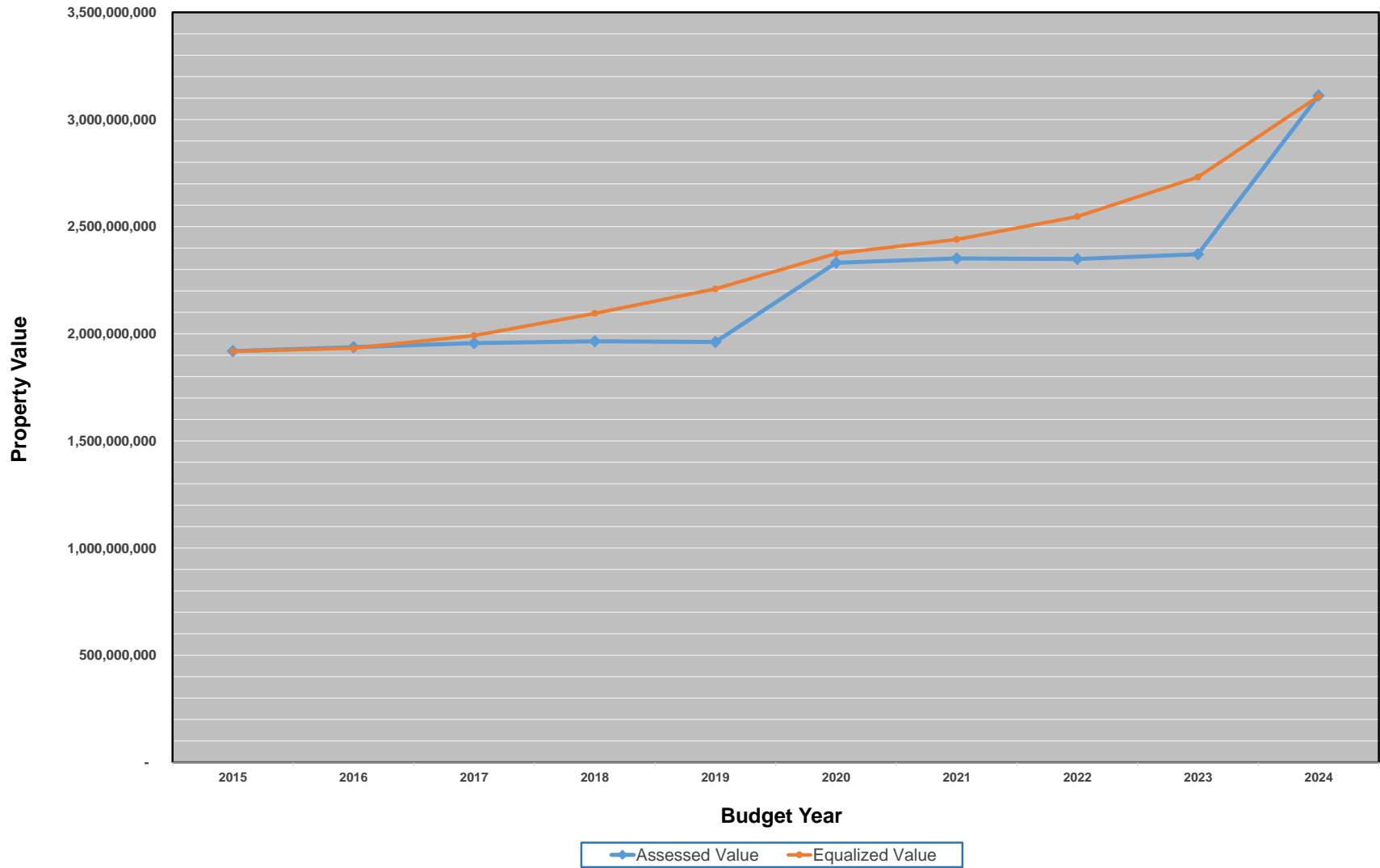
City of Neenah
Total Annual Tax Levy
Budget Years 2015 - 2024



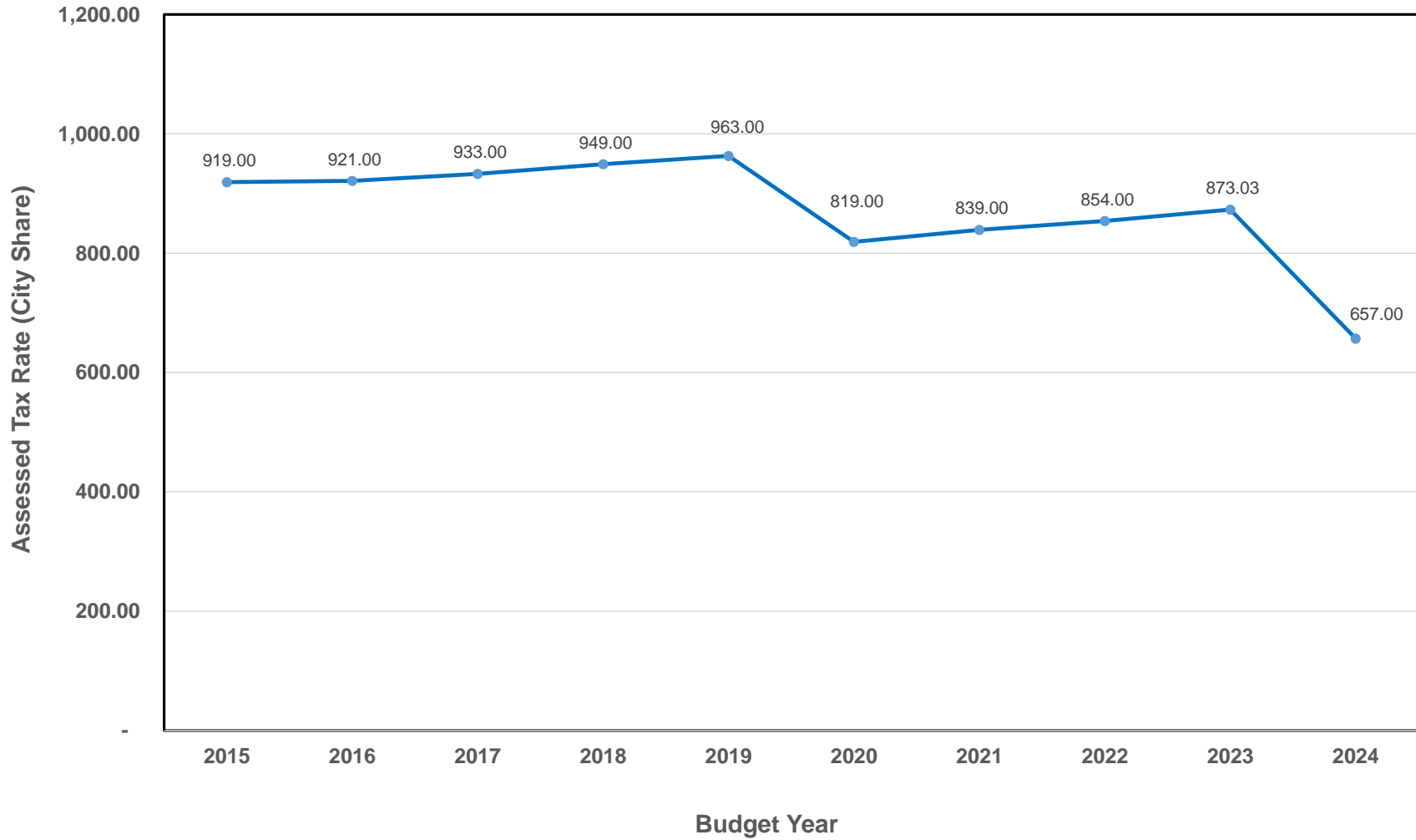
City of Neenah
Comparison of Assessed and Equalized Tax Rates
Budget Years 2015 - 2024



City of Neenah
Comparison of Assessed and Equalized Values
Budget Years 2015 - 2024



**City of Neenah
Property Tax Levy
\$100,000 of Assessed Property Value
(City Share Only)**



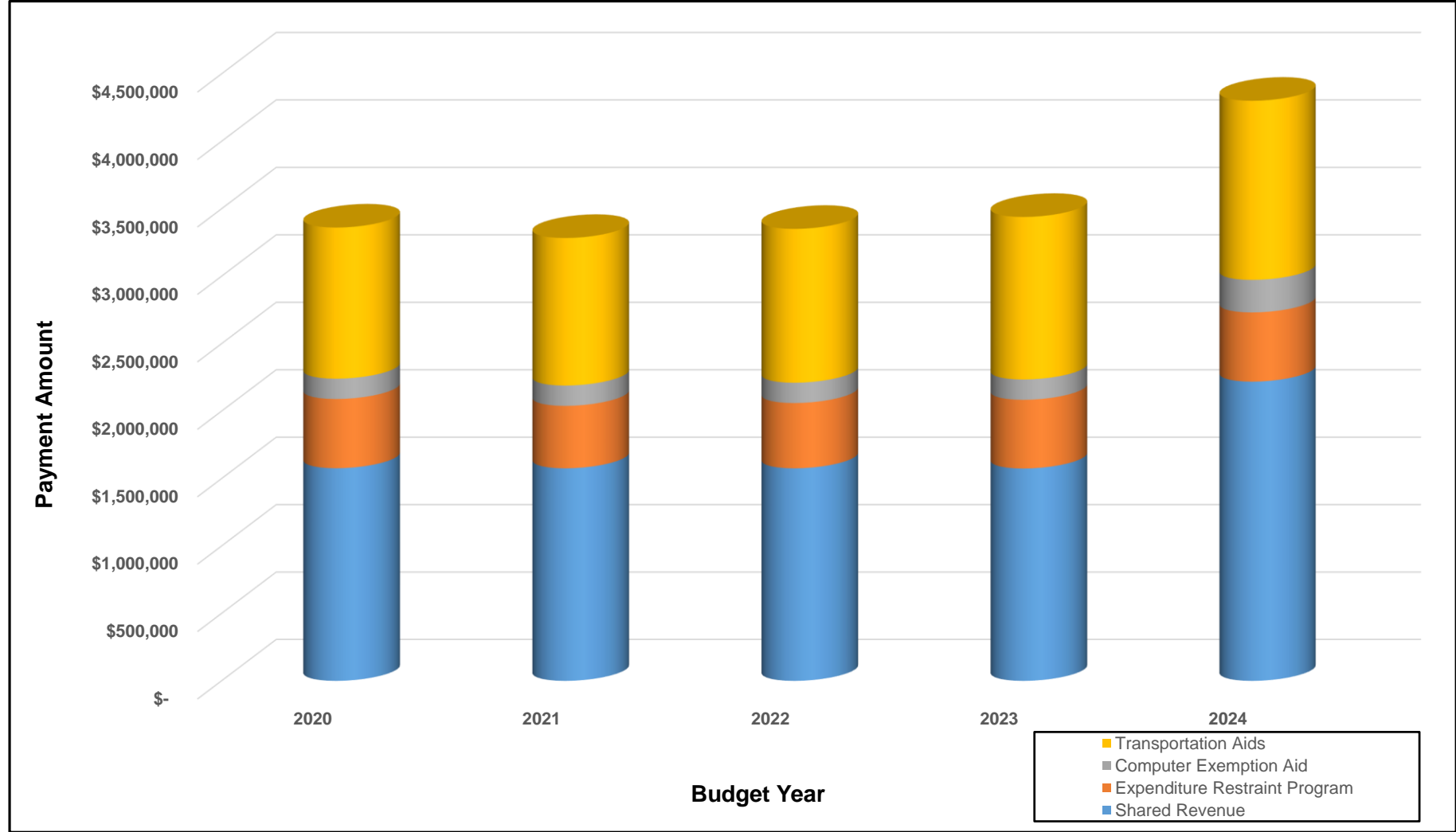
City of Neenah
Schedule of State Aid Payments
Budget Years 2015 - 2024

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
State Shared Revenue	\$ 1,526,500	\$ 1,520,500	\$ 1,524,360	\$ 1,562,614	\$ 1,580,010	\$ 1,577,290
Expenditure Restraint Program	556,250	544,830	566,880	553,680	530,670	513,160
Computer Exemption Aid	119,700	167,110	144,880	147,020	150,580	150,580
Transportation Aids	1,064,830	1,038,930	1,058,480	1,078,260	1,036,080	1,120,130
Total State Aid Payments	\$ 3,267,280	\$ 3,271,370	\$ 3,294,600	\$ 3,341,574	\$ 3,297,340	\$ 3,361,160
					Ten-Year \$ Increase (Decrease)	Ten-Year % Increase (Decrease)
	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>		
State Shared Revenue	\$ 1,576,660	\$ 1,576,630	\$ 1,575,260	\$ 2,219,210 **	\$ 692,710	45.38%
Expenditure Restraint Program	462,970	483,900	509,230	512,970	(43,280)	-7.78%
Computer Exemption Aid	150,580	150,580	150,580	241,210	121,510	101.51%
Transportation Aids	1,093,610	1,140,220	1,204,740	1,327,570	262,740	24.67%
Total State Aid Payments	\$ 3,283,820	\$ 3,351,330	\$ 3,439,810	\$ 4,300,960	\$ 1,033,680	31.64%

* 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.

** Includes new Supplemental Municipal Aid of \$645,030 from the passing of the 2023 Wisconsin Act 12.

City of Neenah
State Aid Payments
Budget Years 2020 - 2024



CITY OF NEENAH
2024 Adopted Budget
All Funds Expenditures Summary - Operations and Utilities

	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted	% Budget Change
General Fund	\$ 26,827,948	\$ 28,572,809	\$ 28,346,340	\$ 30,325,430	\$ 29,929,080	\$ 29,980,730	4.93%
Special Revenue Funds <i>(Excludes TIF, Developer Land Fund and Alliant Energy Payment Fund)</i>	1,982,012	2,716,980	4,644,670	2,099,679	2,003,809	2,005,249	-26.20%
Debt Service Fund <i>(Including TIF, Sanitary Sewer and Storm Water Debt)</i>	10,941,910	11,577,975	11,577,975	12,178,965	12,178,965	12,178,965	5.19%
Capital Projects Funds <i>(Excludes Utilities and Internal Transfers)</i>	13,333,990	12,549,440	12,549,440	14,251,260	12,481,260	12,471,260	-0.62%
Enterprise Funds <i>(Includes Capital and Depreciation; Excludes Sanitary Sewer and Storm Water Debt Service)</i>	16,485,483	18,365,460	18,024,190	19,886,890	19,410,450	19,412,030	5.70%
Trust Funds	41,877	33,500	28,000	33,500	28,000	83,500	149.25%
Expenditures for All Operations and Utilities	\$ 69,613,220	\$ 73,816,164	\$ 75,170,615	\$ 78,775,724	\$ 76,031,564	\$ 76,131,734	3.14%

**CITY OF NEENAH
2024 BUDGET SUMMARY
GENERAL FUND**

<u>Budget Account</u>	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 Estimate</u>	<u>2024 Dept. Request</u>	<u>2024 Proposed</u>	<u>2024 Adopted</u>	<u>% Budget Change</u>
<u>GENERAL GOVERNMENT</u>							
<u>Common Council</u>							
Council Operations	78,010	84,560	82,560	85,370	84,010	84,010	
	78,010	84,560	82,560	85,370	84,010	84,010	-0.65%
<u>Mayor's Office</u>							
Mayors Office	202,180	249,950	231,180	233,150	230,180	230,490	
City Publication	32,077	34,000	36,000	39,500	39,500	39,500	
Culture Implementation	806	4,550	500	10,000	10,000	10,000	
	235,063	288,500	267,680	282,650	279,680	279,990	-2.95%
<u>Finance</u>							
Finance Operations	618,919	649,580	637,680	678,820	673,320	676,650	
Annual Audit/GASB#34 Impl	51,762	55,460	52,710	54,920	54,920	54,920	
Risk Management	260,560	275,520	274,650	290,890	290,890	290,890	
General	14,458	5,000	24,460	5,000	5,000	5,000	
Central Services	11,410	11,900	15,420	15,400	15,400	15,400	
Utility Billing	185,474	190,580	192,590	201,050	197,870	197,870	
Water Utility	61,860	64,680	64,680	69,390	68,610	68,610	
Capital Outlay-Finance	7,768	1,000	1,000	1,000	1,000	1,000	
	1,212,211	1,253,720	1,263,190	1,316,470	1,307,010	1,310,340	4.52%
<u>Legal & Admin Services</u>							
City Attorney Operation	214,591	278,690	267,820	279,630	277,560	278,560	
Prosecutn/Ext Legal Serv	3,339	2,000	0	0	0	0	
City Clerk Operations	188,386	223,880	216,550	229,010	226,330	227,080	
Elections	80,208	41,830	32,940	96,690	96,690	96,690	
Board of Review	1,301	1,650	3,120	1,690	1,690	1,690	
	487,825	548,050	520,430	607,020	602,270	604,020	10.21%
<u>Human Resources and Safety</u>							
Operations	285,412	305,970	309,540	316,690	316,010	318,060	
	285,412	305,970	309,540	316,690	316,010	318,060	3.95%
<u>Municipal Building</u>							
Municipal Building Oper	279,224	283,250	295,480	300,670	300,480	300,880	
Training/Redundant Data	14,582	11,020	11,400	11,290	11,290	11,290	
Monument Maintenance	2,104	1,580	2,070	1,650	1,650	1,650	
Capital Outlay-Mun Bldg	6,335	6,000	6,000	7,000	7,000	7,000	
	302,245	301,850	314,950	320,610	320,420	320,820	6.28%
<u>Total General Government</u>	2,600,766	2,782,650	2,758,350	2,928,810	2,909,400	2,917,240	4.84%

**CITY OF NEENAH
2024 BUDGET SUMMARY
GENERAL FUND**

<u>Budget Account</u>	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 Estimate</u>	<u>2024 Dept. Request</u>	<u>2024 Proposed</u>	<u>2024 Adopted</u>	<u>% Budget Change</u>
<u>PUBLIC SAFETY</u>							
Police							
Operations	6,827,595	7,245,020	7,167,320	7,963,930	7,751,270	7,757,260	
Police Firing Range	29,292	34,550	34,550	44,500	44,500	44,500	
School Liaison Program	230,110	317,590	303,380	331,640	327,730	327,730	
Police Crossing Guards	64,355	70,220	70,260	70,340	70,340	70,340	
Code Enforcement	83,502	93,700	85,550	92,810	90,890	90,890	
CSA / Animal Control	69,750	75,280	66,360	82,450	82,450	82,450	
K-9 Project	15,432	20,425	19,710	20,750	20,750	20,750	
Capital Outlay-Police	24,911	44,100	42,100	47,900	47,900	47,900	
	<u>7,344,947</u>	<u>7,900,885</u>	<u>7,789,230</u>	<u>8,654,320</u>	<u>8,435,830</u>	<u>8,441,820</u>	<u>6.85%</u>
Neenah Share of NMFR							
Fire	5,702,520	5,739,830	5,698,600	6,042,320	5,975,160	5,975,160	
Fire Station Buildings	37,449	26,000	26,000	30,000	30,000	30,000	
Reg Spec Oper Resp Team	2,340	14,060	9,710	14,340	14,340	14,340	
Joint Fire Commission	2,810	4,350	2,230	4,110	4,110	4,110	
	<u>5,745,119</u>	<u>5,784,240</u>	<u>5,736,540</u>	<u>6,090,770</u>	<u>6,023,610</u>	<u>6,023,610</u>	<u>4.14%</u>
Other Public Safety							
Emergency Government	5,775	1,870	1,150	3,320	3,320	3,320	
Police Commission	8,236	4,230	9,230	4,230	4,230	4,230	
	<u>14,011</u>	<u>6,100</u>	<u>10,380</u>	<u>7,550</u>	<u>7,550</u>	<u>7,550</u>	<u>23.77%</u>
<u>Total Public Safety</u>	<u>13,104,077</u>	<u>13,691,225</u>	<u>13,536,150</u>	<u>14,752,640</u>	<u>14,466,990</u>	<u>14,472,980</u>	<u>5.71%</u>
<u>PUBLIC WORKS</u>							
Engineering	791,752	853,400	840,880	870,010	862,730	865,840	
Capital Outlay-P.W. Admin	0	200	200	200	200	200	
Tullar Garage	480,039	517,520	510,200	531,010	526,230	527,740	
Cecil Street Garage	23,095	23,910	35,790	26,480	26,430	26,470	
Refuse Garbage Collection	924,167	928,080	928,530	983,620	982,340	983,270	
Sanit Sewers/Lift Station	278,941	350,780	334,910	346,560	345,580	346,290	
T-V San Sewers Insp/Seal	6,153	44,710	44,700	44,710	44,710	44,710	
Repair of Streets	420,939	469,260	439,150	478,600	477,130	478,260	
Snow & Ice Removal	515,479	546,100	579,910	594,740	592,640	593,160	
Weed Cutting	71,823	67,020	64,780	70,260	69,910	70,030	
Traffic Control	211,453	236,939	236,940	231,520	230,790	231,280	
Street Lighting	562,379	587,080	608,620	626,960	626,940	626,950	
Capital Outlay-P.W. Equip	10,478	10,200	10,200	10,200	10,200	10,200	
DPW Services-Undesignated	11,910	4,980	6,470	12,550	12,490	12,540	
<u>Total Public Works</u>	<u>4,308,608</u>	<u>4,640,179</u>	<u>4,641,280</u>	<u>4,827,420</u>	<u>4,808,320</u>	<u>4,816,940</u>	<u>3.81%</u>

**CITY OF NEENAH
2024 BUDGET SUMMARY
GENERAL FUND**

<u>Budget Account</u>	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 Estimate</u>	<u>2024 Dept. Request</u>	<u>2024 Proposed</u>	<u>2024 Adopted</u>	<u>% Budget Change</u>
<u>COMMUNITY/ECONOMIC DEVELOPMENT</u>							
<u>Community Development</u>							
Comm Development Admin	496,203	531,730	528,670	574,590	571,040	573,220	
Inspections	310,890	358,450	356,480	371,500	368,640	370,000	
GIS	0	0	0	129,770	127,570	128,020	
Weights/Measures	15,696	20,350	20,350	20,250	20,250	20,250	
Assessor Operations	272,562	338,180	336,630	285,090	281,730	282,510	
	<u>1,095,351</u>	<u>1,248,710</u>	<u>1,242,130</u>	<u>1,381,200</u>	<u>1,369,230</u>	<u>1,374,000</u>	<u>10.03%</u>
<u>Other Community Services</u>							
Landmark Operations	1,225	5,875	5,850	3,550	3,550	3,550	
Sustainable Neenah Commit	1,025	7,625	3,400	4,300	4,300	4,300	
Commun Develop Authority	4,400	11,340	6,340	11,340	11,340	11,340	
Dial-A-Ride Program	12,000	12,000	12,000	12,000	12,000	12,000	
Mass Transit	430,704	525,010	522,710	533,220	533,220	533,220	
Y-Senior Friends Program	16,156	16,500	16,480	16,900	16,900	16,900	
Neenah Committee on Aging	0	250	250	250	250	250	
	<u>465,510</u>	<u>578,600</u>	<u>567,030</u>	<u>581,560</u>	<u>581,560</u>	<u>581,560</u>	<u>0.51%</u>
<u>Total Community/Economic Development</u>	<u>1,560,861</u>	<u>1,827,310</u>	<u>1,809,160</u>	<u>1,962,760</u>	<u>1,950,790</u>	<u>1,955,560</u>	<u>7.02%</u>
<u>CULTURE AND RECREATION</u>							
<u>Neenah Public Library</u>							
Library Operations	2,172,161	2,309,850	2,232,980	2,385,910	2,387,330	2,405,460	
WALS Computerization	188,576	189,450	192,110	195,690	195,690	195,690	
	<u>2,360,737</u>	<u>2,499,300</u>	<u>2,425,090</u>	<u>2,581,600</u>	<u>2,583,020</u>	<u>2,601,150</u>	<u>4.08%</u>
<u>Other Culture</u>							
Harbor Committee	8,760	11,160	11,410	11,600	11,580	11,580	
	<u>8,760</u>	<u>11,160</u>	<u>11,410</u>	<u>11,600</u>	<u>11,580</u>	<u>11,580</u>	<u>3.76%</u>

**CITY OF NEENAH
2024 BUDGET SUMMARY
GENERAL FUND**

<u>Budget Account</u>	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 Estimate</u>	<u>2024 Dept. Request</u>	<u>2024 Proposed</u>	<u>2024 Adopted</u>	<u>% Budget Change</u>
<u>CULTURE AND RECREATION (cont.)</u>							
<u>Park & Recreation</u>							
Park & Rec Admin Office	711,488	759,610	753,490	784,200	778,880	781,830	
Gen Unallocated Overhead	25,906	23,540	29,740	35,320	35,320	35,320	
Adult Programs	4,712	2,980	3,680	3,300	3,300	3,300	
Contracted Programs	45,489	47,340	53,490	50,390	50,390	50,390	
Youth Programs	144,790	187,900	181,450	194,980	194,980	194,980	
Other Pk & Rec Activities	13,078	13,230	15,780	13,520	13,520	13,520	
Riverside Players	27,625	30,630	29,460	32,120	32,120	32,120	
Parks	915,135	1,003,170	1,022,870	1,069,010	1,066,830	1,068,830	
	<u>1,888,223</u>	<u>2,068,400</u>	<u>2,089,960</u>	<u>2,182,840</u>	<u>2,175,340</u>	<u>2,180,290</u>	<u>5.41%</u>
<u>Independent Programs</u>							
Municipal Pool	289,135	317,940	336,500	340,290	340,290	340,290	
	<u>289,135</u>	<u>317,940</u>	<u>336,500</u>	<u>340,290</u>	<u>340,290</u>	<u>340,290</u>	<u>7.03%</u>
<u>Celebrations/Commemorations</u>							
4th of July/Communityfest	44,058	50,610	55,100	53,630	53,580	53,580	
Concerts/Parades/Others	21,876	24,850	23,540	24,550	24,370	24,370	
150th Celebration	0	14,245	14,240	0	0	0	
	<u>65,934</u>	<u>89,705</u>	<u>92,880</u>	<u>78,180</u>	<u>77,950</u>	<u>77,950</u>	<u>-13.10%</u>
<u>Total Culture and Recreation</u>	<u>4,612,789</u>	<u>4,986,505</u>	<u>4,955,840</u>	<u>5,194,510</u>	<u>5,188,180</u>	<u>5,211,260</u>	<u>4.51%</u>
<u>MISCELLANEOUS</u>							
<u>Oak Hill Cemetery</u>							
Cemetery Operations	294,291	308,000	306,880	313,450	311,340	312,110	
	<u>294,291</u>	<u>308,000</u>	<u>306,880</u>	<u>313,450</u>	<u>311,340</u>	<u>312,110</u>	<u>1.33%</u>
<u>City-Wide Forestry Program</u>							
Public Right-of-Way	249,670	233,180	232,840	246,040	245,120	245,700	
Parks	63,667	67,410	69,130	68,090	67,340	67,340	
Invasive Species Control	10,726	16,350	16,350	16,710	16,600	16,600	
	<u>324,063</u>	<u>316,940</u>	<u>318,320</u>	<u>330,840</u>	<u>329,060</u>	<u>329,640</u>	<u>4.01%</u>
<u>Other</u>							
Tax Refunds	10,000	10,000	10,000	10,000	10,000	10,000	
Cash Short & Over	13	0	10	0	0	0	
Uncollectible Write Offs	2,480	0	350	0	0	0	
	<u>12,493</u>	<u>10,000</u>	<u>10,360</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>0.00%</u>
<u>Transfers Out</u>							
Transfer to Joint Court-Neenah Share	10,000	10,000	10,000	5,000	5,000	5,000	
	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>(1)</u>
<u>Total Miscellaneous</u>	<u>640,847</u>	<u>644,940</u>	<u>645,560</u>	<u>659,290</u>	<u>655,400</u>	<u>656,750</u>	<u>1.83%</u>
<u>SPECIAL RESERVES & ESCROWS</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(50,000)</u>	<u>(50,000)</u>	<u>N/A</u>
<u>TOTAL GENERAL FUND BUDGETS</u>	<u>26,827,948</u>	<u>28,572,809</u>	<u>28,346,340</u>	<u>30,325,430</u>	<u>29,929,080</u>	<u>29,980,730</u>	<u>4.93%</u>

**CITY OF NEENAH
OPERATING BUDGET
*** SUMMARY OF GENERAL FUND BY OBJECT CODE ***
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
PERSONAL SERVICES								
0101	Salaries	11,078,426	11,751,230	11,494,630	12,364,270	12,290,560	12,323,050	
0102	Full Time Hourly Wages	1,675,427	1,879,760	1,839,190	1,957,850	1,976,250	1,988,590	
0103	Temporary Wages	651,033	733,080	689,730	808,460	808,460	808,460	
0104	Overtime Wages	765,097	632,300	749,300	678,080	662,980	662,980	
0105	Reimbursable Overtime	(48,004)	(29,630)	(29,630)	(29,720)	(29,720)	(29,720)	
0106	FLSA Overtime Wages	39,068	37,000	39,000	37,010	37,010	37,010	
0108	Grant Overtime	8,274	10,000	5,000	10,000	10,000	10,000	
0109	Premium Pay	12,628	12,000	12,500	14,000	14,000	14,000	
0110	Health Insurance	3,077,228	3,126,480	3,100,620	3,456,330	3,275,240	3,275,240	
0111	Fringes	2,895,141	3,148,850	3,109,950	3,509,890	3,485,730	3,494,230	
0112	Grant Fringes	1,961	2,430	500	2,430	2,430	2,430	
0115	Schools/Seminars/Training	46,147	97,610	93,070	133,790	133,790	133,790	
0116	Test/Certification for Eq	9,590	10,290	10,290	10,290	10,290	10,290	
0117	Clothing Allowance	83,474	89,580	68,490	76,870	76,870	76,870	
0118	License Renewal	498	1,160	950	2,450	2,450	2,450	
0120	Protective Vest Repl Fd	3,900	3,900	3,900	5,200	5,200	5,200	
0122	Travel Expenses	272	500	1,000	1,000	1,000	1,000	
0123	Auto Allowance	3,167	2,100	2,260	2,800	2,800	2,800	
0124	Meal Allowance	1,472	1,660	2,020	1,660	1,660	1,660	
0125	Employee School Reimb	850	0	180	240	240	240	
0126	Department Awards	4,045	3,500	3,500	4,000	4,000	4,000	
0127	DOT Emp Notification Prog	0	50	50	50	50	50	
0128	Empl Recognition Awards	997	2,490	4,350	2,800	2,800	2,800	
0160	Retirements-Wages	0	0	0	0	(42,500)	(42,500)	
0161	Retirements-Fringes	0	0	0	0	(7,500)	(7,500)	
	PERSONAL SERVICES	20,310,691	21,516,340	21,200,850	23,049,750	22,724,090	22,777,420	1,261,080
CONTRACTUAL SERVICES								
0202	Outside Printing	57,538	59,150	62,880	65,250	65,250	65,250	
0203	Postage	79,137	78,030	76,980	87,440	87,440	87,440	
0204	Conferences & Meetings	20,255	33,540	31,500	100	100	100	
0205	Credit/Debit Charges	15,175	13,650	16,690	16,730	16,730	16,730	
0206	Advertising & Publication	16,261	19,650	20,720	21,860	21,860	21,860	
0207	Dues & Memberships	22,908	26,730	26,290	28,050	28,050	28,050	
0209	Maintenance of PPE/SCBA	2,800	2,720	4,250	5,740	5,740	5,740	
0210	Maintenance of Hardware	2,535	3,280	1,790	3,730	3,730	3,730	
0211	Maint of Fixed Equipment	15,825	13,870	23,030	18,480	18,480	18,480	
0212	Maint of Office Equipment	4,925	7,900	7,720	9,200	9,200	9,200	
0213	Maint of Motor Vehicles	107,613	77,270	83,530	101,440	101,440	101,440	
0214	Maintenance of Buildings	192,934	181,890	194,030	192,100	192,100	192,100	
0215	Maint of Radio Equipment	13,781	14,990	14,620	12,050	12,050	12,050	
0216	Maint of Operating Equip	13,550	17,500	19,640	17,350	17,350	17,350	
0217	Maint of Traffic Signals	7,966	8,000	8,000	8,000	8,000	8,000	
0218	Maint of Software	35,976	55,260	49,930	54,980	54,980	54,980	
0219	Maintenance of Land	3,387	11,950	6,750	13,950	13,950	13,950	
0220	Maint of Athletic Fields	3,218	2,500	4,600	2,500	2,500	2,500	
0221	Telephone	29,893	30,650	29,580	30,500	30,500	30,500	
0222	Electricity	882,364	907,570	918,380	949,240	949,240	949,240	
0223	Natural Gas	121,327	93,610	102,080	107,560	107,560	107,560	
0224	Water & Sewer	81,757	105,280	108,470	110,130	110,130	110,130	
0225	Commercial Dumpster	9,224	10,090	9,850	9,950	9,950	9,950	
0226	Storm Water	43,202	45,490	44,540	61,730	61,730	61,730	
0227	Cellular Telephone	50,631	48,840	53,460	55,490	55,490	55,490	
0228	Other Communications/GPS	899	900	900	900	900	900	

**CITY OF NEENAH
OPERATING BUDGET
*** SUMMARY OF GENERAL FUND BY OBJECT CODE ***
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
CONTRACTUAL SERVICES (CONT.)								
0229	Maint of Pavement Marking	17,674	1,000	1,000	1,000	1,000	1,000	
0231	Care of Prisoners	7,719	11,500	10,000	10,000	10,000	10,000	
0232	Auditing Services	52,982	55,900	53,190	55,310	55,310	55,310	
0233	Other Serv-Manufac Fees	81,966	89,640	95,480	93,790	93,790	93,790	
0234	Credit Card Payment Fees	19,560	16,600	22,900	20,100	20,100	20,100	
0235	Outside Software Services	6,511	7,200	6,600	6,600	6,600	6,600	
0236	Outside Services	1,045,960	1,246,080	1,267,110	1,237,820	1,237,820	1,237,820	
0237	Pest Control	5,073	6,130	5,530	6,250	6,250	6,250	
0238	Professional Services	20,289	20,905	21,420	27,630	27,630	27,630	
0239	Misc Insurance	1,554	3,000	1,340	1,450	1,450	1,450	
0241	Tree Planting & Landscape	17,116	17,600	18,000	17,600	17,600	17,600	
0242	Permit	1,089	1,130	850	1,150	1,150	1,150	
0243	Tipping Fees	380,053	397,000	390,000	420,000	420,000	420,000	
0244	Commercial Dumpsters	69,694	77,600	77,060	79,630	79,630	79,630	
0245	License Fees	68,579	72,700	76,720	82,750	82,750	82,750	
0246	Property & Liability Ins	112,323	117,340	109,030	120,400	120,400	120,400	
0247	Auto/Physical Damage Ins	50,365	54,850	58,700	62,490	62,490	62,490	
0248	Boiler:Machine Insurance	5,148	6,030	5,560	6,010	6,010	6,010	
0249	Collection Services	60,170	47,000	51,690	52,000	52,000	52,000	
0250	Copy Mach. Lease/Supplies	18,894	28,010	25,010	27,530	27,530	27,530	
0251	Rental	13,346	23,350	18,070	21,200	21,200	21,200	
0252	Rental of Equipment	8,917	11,070	11,580	10,730	10,730	10,730	
0253	Technology Res Fund	28,000	29,000	29,000	29,000	29,000	29,000	
0254	Printer / Copies	27,223	27,000	27,010	27,040	27,040	27,040	
0255	IS Service / Internal	532,290	615,270	615,270	683,740	613,050	613,050	
0256	Neenah City Finance Ser.	16,070	16,740	16,740	17,360	17,360	17,360	
0257	Neenah City H/R Services	39,420	42,240	42,240	43,740	43,740	43,740	
0258	GIS Services/Internal	99,800	110,250	110,250	8,390	8,390	8,390	
0261	Misc	11,183	15,305	11,380	12,630	12,630	12,630	
0262	Public Relations/Services	9,448	10,030	10,090	14,260	14,260	14,260	
0264	Drug & Alcohol Testing	1,735	2,500	2,500	3,000	3,000	3,000	
0265	EE Safety Compliance Acct	5,313	9,500	9,500	9,500	9,500	9,500	
0268	Connector Cost	0	12,200	12,200	11,800	11,800	11,800	
0271	Self-Insured Direct Costs	70,000	70,000	70,000	70,000	70,000	70,000	
0280	Neenah-Menasha FireRescue	0	(10,560)	(65,970)	(19,320)	(19,320)	(21,000)	
0293	Maint of Motor Veh/Fleet	269,145	293,600	254,840	321,750	321,750	321,750	
0294	Oil and Fluids/Fleet	13,429	18,810	21,900	21,950	21,950	21,950	
0296	Maint of Oper Eq/Fleet	196,223	176,840	231,200	205,490	205,490	205,490	
CONTRACTUAL SERVICES		5,219,342	5,620,670	5,645,200	5,806,220	5,735,530	5,733,850	113,180
SUPPLIES & MATERIALS								
0301	Office Supplies	25,689	29,000	29,370	30,150	30,150	30,150	
0302	Inhouse Printing	414	1,080	730	1,020	1,020	1,020	
0303	Computer Operation Supply	796	3,150	2,550	4,250	4,250	4,250	
0305	Chemicals	2,509	1,500	1,500	1,500	1,500	1,500	
0306	Cleaning/Janitor Supplies	54,397	58,360	54,540	58,680	58,680	58,680	
0308	Books and Periodicals	8,180	10,080	8,170	9,180	9,180	9,180	
0310	Gasoline & Oil	323,920	296,190	296,980	290,170	290,170	290,170	
0311	Fixed Equipment Maint.Sup	2,517	4,950	8,850	5,350	5,350	5,350	
0312	Playground Maintenance	4,113	11,000	11,000	11,000	11,000	11,000	
0313	Motor Vehicle Maint Suppl	199	1,320	1,320	1,320	1,320	1,320	
0314	Building Maint Supplies	15,991	16,500	22,670	16,500	16,500	16,500	
0315	Land Maint Supplies	16,474	18,400	18,600	18,400	18,400	18,400	
0316	Equipment Maint Supplies	9,272	11,050	11,740	10,500	10,500	10,500	
0317	Traffic Signal Supplies	11,271	42,729	41,500	27,000	27,000	27,000	

**CITY OF NEENAH
OPERATING BUDGET
*** SUMMARY OF GENERAL FUND BY OBJECT CODE ***
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>SUPPLIES & MATERIALS (CONT.)</u>								
0318	Maps and Records	900	1,100	1,100	850	850	850	
0319	Safety Supplies	25,634	29,690	27,080	31,340	31,340	31,340	
0320	Small Tools	10,113	9,480	8,730	9,420	9,420	9,420	
0321	Athletic Field Maint. Sup	20,801	17,000	19,440	17,000	17,000	17,000	
0323	Dog Supplies	3,433	4,000	3,000	4,000	4,000	4,000	
0324	Pavement Marking Supplies	0	1,300	1,300	1,300	1,300	1,300	
0325	Consumable supplies	1,830	1,210	1,890	1,990	1,990	1,990	
0326	Photography Supplies	1,180	2,700	2,570	3,000	3,000	3,000	
0327	Sign & Barricade Supplies	16,371	15,000	14,000	15,000	15,000	15,000	
0329	Targets & Ammunition	27,080	30,000	30,000	30,000	30,000	30,000	
0331	Sand Gravel Hot/Cold Mix	32,365	22,300	25,300	26,300	26,300	26,300	
0332	Salt & Stone Chips	101,757	108,100	108,050	113,600	113,600	113,600	
0333	All Other Supplies	53,853	73,100	70,750	78,020	78,020	78,020	
0334	Other- WI Building Seals	0	1,200	1,200	1,500	1,500	1,500	
0335	Set Design/Construction	5,100	4,000	3,500	4,500	4,500	4,500	
0336	Concession Supplies	30,836	29,620	34,770	29,620	29,620	29,620	
0337	Tickets	0	0	0	0	0	0	
0338	Costumes	31	800	600	800	800	800	
0339	Tires & Tire Maintenance	25,890	24,800	29,400	29,100	29,100	29,100	
0340	Library Books & Materials	214,377	215,000	215,000	215,000	215,000	215,000	
0341	Library Supplies	9,667	9,000	8,000	8,000	8,000	8,000	
0342	Tech Service Supplies	9,255	9,300	8,000	12,000	12,000	12,000	
0343	Small Program Packages	6,254	4,350	3,150	4,300	4,300	4,300	
0344	Small Equipment	31,127	38,000	41,750	43,560	43,560	43,560	
0345	Shop Supplies	3,092	2,820	3,100	3,000	3,000	3,000	
0346	Maint of Lift Station	1,879	4,000	3,000	3,500	3,500	3,500	
0347	Small Computer Hardware	13,409	13,050	10,960	15,250	15,250	15,250	
0348	Per Protective Equipment	15,820	44,750	40,220	49,000	49,000	49,000	
0349	Electronic Materials	45,983	66,600	71,600	81,500	81,500	81,500	
0350	Training Supplies	4,020	18,320	18,020	18,320	18,320	18,320	
0376	Marker/Monument Foundtion	2,216	1,000	2,440	1,000	1,000	1,000	
	SUPPLIES & MATERIALS	1,190,015	1,306,899	1,317,440	1,336,790	1,336,790	1,336,790	29,891
<u>OTHER</u>								
0531	Community Contribution	2,955	7,200	7,200	7,200	7,200	7,200	
0588	Uncollectible Write Offs	2,480	0	350	0	0	0	
	OTHER	5,435	7,200	7,550	7,200	7,200	7,200	0
<u>PROPERTY DAMAGE</u>								
0718	City Hall	0	0	14,560	0	0	0	
0721	Police	9,606	0	0	0	0	0	
0723	Fire Property Damage	4,852	0	40,390	0	0	0	
0793	Park & Rec.	0	0	4,900	0	0	0	
0799	Undesignated	0	5,000	5,000	5,000	5,000	5,000	
	PROPERTY DAMAGE	14,458	5,000	64,850	5,000	5,000	5,000	0

**CITY OF NEENAH
OPERATING BUDGET
*** SUMMARY OF GENERAL FUND BY OBJECT CODE ***
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>CAPITAL OUTLAY</u>								
8108	Office Furniture & Equip.	6,907	9,260	9,260	13,370	13,370	13,370	
8113	Communication Equipment	7,455	10,960	10,960	10,960	10,960	10,960	
8114	Computer Software Outlay	90	600	0	600	600	600	
8115	Computer Hardware Outlay	19,609	16,700	12,480	16,710	16,710	16,710	
8116	Maintenance Equipment	3,197	4,000	4,000	4,000	4,000	4,000	
8133	All Other Equipment	34,839	56,130	54,700	58,960	58,960	58,960	
8149	Household Purchases	5,910	9,050	9,050	10,870	10,870	10,870	
	CAPITAL OUTLAY	78,007	106,700	100,450	115,470	115,470	115,470	8,770
<u>TRANSFERS OUT</u>								
9999	Joint Court-Neenah Share	10,000	10,000	10,000	5,000	5,000	5,000	
	TRANSFERS OUT	10,000	10,000	10,000	5,000	5,000	5,000	(5,000)
TOTAL GENERAL FUND		26,827,948	28,572,809	28,346,340	30,325,430	29,929,080	29,980,730	1,407,921
Percent Budget Change								4.93%

**City of Neenah
2024 Adopted Budget
Permanent Positions**

DEPARTMENT	2023 ORIGINAL BUDGET		2023 CURRENT STAFF		2024 DEPT. REQUEST		2024 PROPOSED		2024 ADOPTED	
	FULL TIME	PART TIME	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	-	2.00	-
Department of Finance	8.00	0.67	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	-	4.00	-
Human Resources/Safety	1.00	1.60	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	-	5.00	-
GIS	1.00	-	1.00	-	-	-	-	-	-	-
City Admin. Building	0.95	-	0.95	-	0.95	-	0.95	-	0.95	-
Total General Government	21.95	2.27	21.95	2.27	21.95	2.27	20.95	2.27	20.95	2.27
Public Safety										
Police Department	55.00	1.20	55.00	1.20	57.00	1.20	56.00	1.20	56.00	1.20
Fire	41.03	-	41.03	-	41.05	-	41.05	-	41.05	-
Total Public Safety	96.03	1.20	96.03	1.20	98.05	1.20	97.05	1.20	97.05	1.20
Public Works										
Engineering	7.00	-	7.00	-	7.00	-	7.00	-	7.00	-
City Garage	28.50	0.75	28.50	0.75	28.50	0.75	28.50	0.75	28.50	0.75
Fleet Management	5.50	-	5.50	-	5.50	-	5.50	-	5.50	-
Total Public Works	41.00	0.75	41.00	0.75	41.00	0.75	41.00	0.75	41.00	0.75
Community Development and Human Services										
Community Development	9.00	0.67	9.00	0.67	10.00	0.67	10.00	0.67	10.00	0.67
Total Community Develop. and Human Services	9.00	0.67	9.00	0.67	10.00	0.67	10.00	0.67	10.00	0.67
Culture and Recreation										
Library	11.05	12.36	11.05	12.36	11.05	12.36	11.05	12.36	11.05	12.36
Parks and Recreation	12.00	0.67	12.00	0.67	12.00	0.67	12.00	0.67	12.00	0.67
Total Culture and Recreation	23.05	13.03	23.05	13.03	23.05	13.03	23.05	13.03	23.05	13.03
Cemetery	2.00	-	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	17.00	0.53
Municipal Court	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
TOTAL ALL PERMANENT CITY EMPLOYEES	211.03	19.45	211.03	19.45	214.05	19.45	212.05	19.45	212.05	19.45

Notes

1. Fire Department (Neenah's portion for 2024 is 60.37 * 68 = 41.05).
2. Excludes Aldermanic.
3. City Administration Building will reflect 95% for City Hall and 5% for the Library.
4. GIS function proposed to be absorbed by Community Development in 2024.

City of Neenah
Projected 2023 Year-End Operating Surplus (Deficit)
From Data Through 9/30/2023

Projected Expenditures Variances

	<u>Budgeted</u>	<u>Estimated Actual</u>	<u>Variance Surplus / (Deficit)</u>
General Government	\$ 2,782,650	\$ 2,758,350	\$ 24,300
Public Safety	13,691,225	13,536,150	155,075
Public Works	4,640,179	4,641,280	(1,101)
Community Development	1,273,550	1,257,720	15,830
Parks and Recreation	2,386,340	2,426,460	(40,120)
Library	2,499,300	2,425,090	74,210
All Other	735,805	737,530	(1,725)
Total Projected Expenditures Variance			\$ 226,469

Projected Revenue Variances

	<u>Budgeted</u>	<u>Estimated Actual</u>	<u>Variance Surplus / (Deficit)</u>
Taxes & Payment in Lieu of Taxes	\$ 15,643,530	\$ 15,647,580	\$ 4,050
State and Federal Revenue	4,104,050	4,107,750	3,700
Licenses, Permits and Fees	656,500	675,560	19,060
Charges for Services	1,882,310	1,854,120	(28,190)
Investment Income	627,200	1,010,890	383,690
Fines and Forfeitures	105,300	80,000	(25,300)
Other Revenue	347,170	351,450	4,280
Park & Recreation Revenue	673,070	679,600	6,530
Special Financing (Fund Balance)	194,959	-	(194,959)
Fund Transfers	4,238,720	4,483,690	244,970
Total Projected Revenues Variance			\$ 417,831

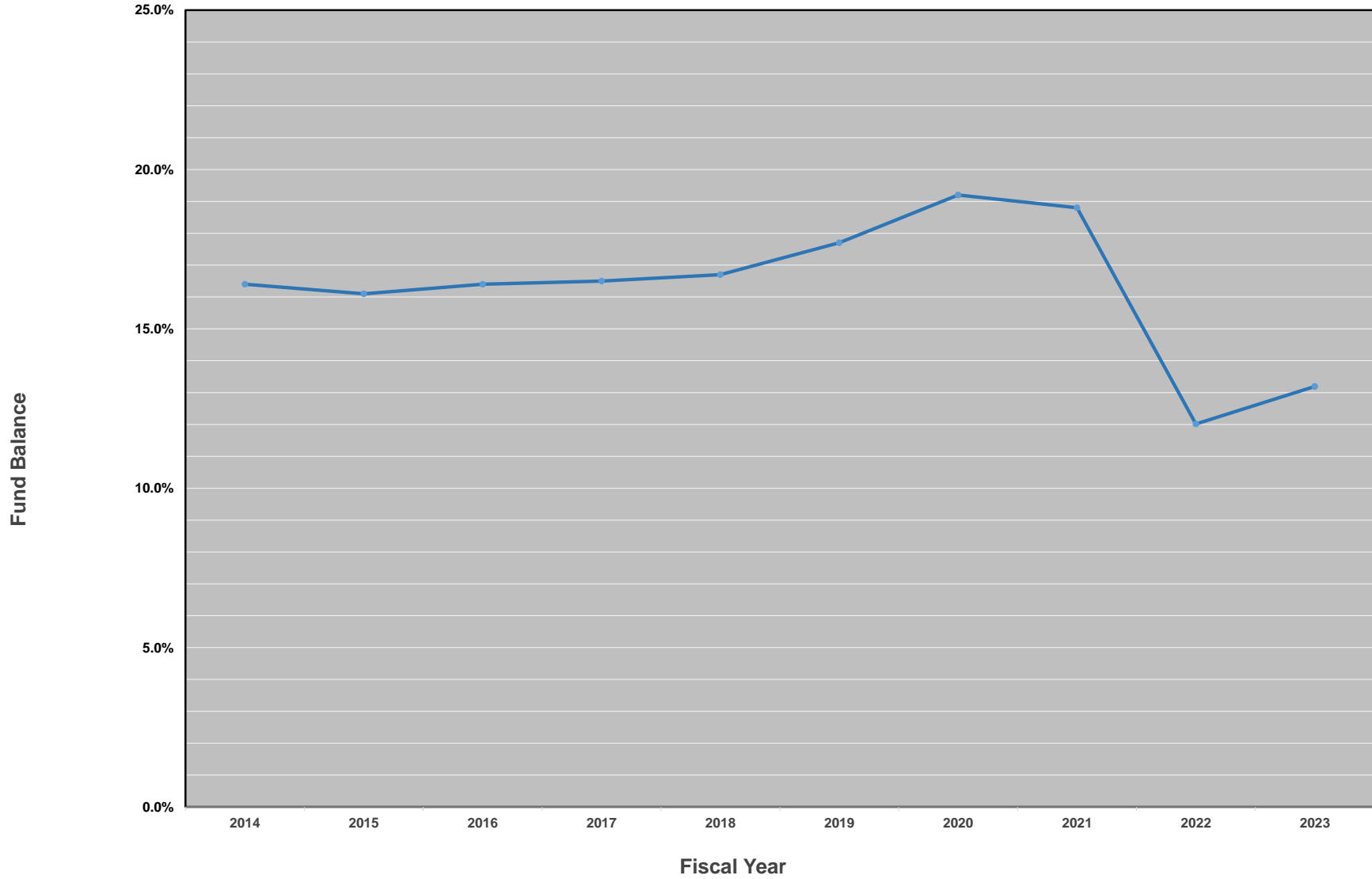
Overall Projected 2023 Surplus	\$ 644,300
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<p align="center">City of Neenah History of General Fund Balances Budget Years 2014 - 2023</p>

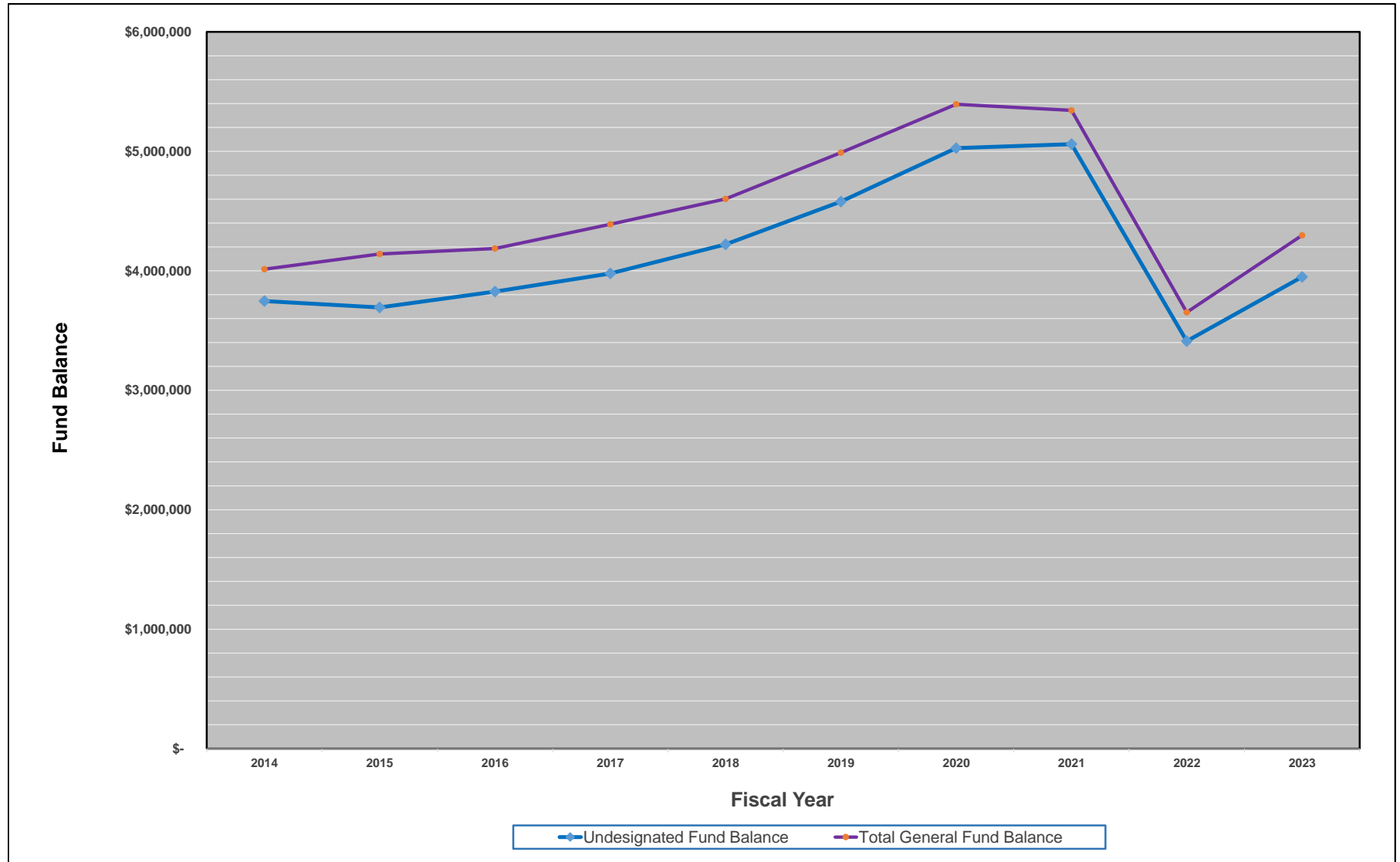
<u>Year</u>	<u>Total Fund Balance</u>	<u>Nonspendable/ Reserved</u>	<u>Total Undesignated Fund Balance</u>	<u>% of G/F Next Year Adopt. Budget</u>
2014	\$ 4,013,104	\$ 266,006	\$ 3,747,098	16.4%
2015	4,141,116	448,508	3,692,608	16.1%
2016	4,186,667	361,093	3,825,574	16.4%
2017	4,389,996	411,827	3,978,169	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	3,652,578	241,459	3,411,119	12.0%
2023	(a) 4,296,878	(b) 348,130	3,948,748	13.2%

(a)	2023 Beginning Total Fund Balance	\$ 3,652,578
	2023 Applied Fund Balance / Carryovers	-
	2023 Projected Net Unused Expenditures/ Excess Revenue Balance	644,300
	2023 Estimated Ending Total Fund Balance	\$ 4,296,878
(b)	2023 Budget - Applied Fund Balance	\$ 185,000
	2023 Anticipated Carryovers to 2024	75,000
	2023 Estimated Nonspendable Funds	40,000
	2023 Budget - Applied Library Carryforward Funds	48,130
	2023 Fund Balance Designated for 2024	\$ 348,130

City of Neenah
General Fund Undesignated Fund Balance as a % of Operating Budget
Budget Years 2014 - 2023



City of Neenah
History of General Fund Balances
Budget Years 2014 - 2023



City of Neenah
Fund Balances by Fund
For Years Ended 2018 - 2022

	*** Year End ***				
Fund	2018	2019	2020	2021	2022
Governmental Funds					
General	\$ 4,602,170	\$ 4,988,913	\$ 5,393,892	\$ 5,342,546	\$ 3,652,578
Special Revenue					
TIF #5	(335,631)	(217,829)	(135,212)	419,744	754,947
TIF #6	(753,915)	(332,696)	23,645	522,322	925,438
TIF #7	-	1,475,000	-	-	-
TIF #8	(6,004,893)	(6,605,833)	(7,661,550)	(7,684,049)	(7,648,490)
TIF #9	162,287	231,432	218,134	23,862	(179,405)
TIF #10	(244,191)	(227,430)	(156,078)	(42,218)	26,730
TIF #11	(75,917)	(98,653)	(90,826)	(41,072)	47,187
TIF #12	-	-	-	-	(44,480)
CDBG	159,828	(143,323)	(120,896)	(115,031)	(109,933)
Housing/Business	529,871	537,114	491,974	492,392	447,201
Industrial Development	87,210	106,474	109,134	120,995	87,326
Recycling	176,947	277,496	283,403	318,248	337,840
Health Grants	79,908	78,859	68,859	58,859	58,859
Park/Rec Trust	329,284	355,475	359,216	369,946	403,809
Dial-A Ride	88,422	96,002	123,173	147,362	190,430
Public Safety Trust	186,480	246,491	174,229	174,596	183,471
Civic/Social Trust	160,683	172,453	195,271	185,513	198,685
Library Trust	1,425,267	1,618,601	1,691,664	1,953,228	1,637,895
Cemetery Perp. Care	1,299,124	1,435,445	1,513,327	1,625,159	1,441,326
Cemetery Flowers	167,141	167,577	164,871	161,356	161,414
G.D. Barnes Cemetary Trust	-	-	-	-	9,614
Developer Land Sales (Cash Equivalent)	-	-	-	51,603	180,942
Alliant Energy PILOT	-	-	-	-	247,267
ARPA (Cash Equivalent)	-	-	-	2,773,006	4,032,584
Other	1,413	1,680	-	-	-
Debt Service	6,138,212	7,396,361	8,033,841	8,366,275	8,866,647
Capital Projects (Before Carry Forwards)					
Public Infrastructure	3,433,423	4,075,731	4,021,889	3,822,354	3,889,628
TIF #5	222,164	222,164	220,586	-	-
TIF #6	94,039	94,039	94,039	-	-
TIF #7	705,172	680,172	656,172	783,299	29,547
TIF #8	2,113,953	2,465,588	2,758,058	2,587,768	2,199,750
TIF #9	98,360	283,957	669,199	678,320	636,137
TIF #10	(679,943)	451,371	1,139,363	1,124,046	1,142,445
TIF #11	29,500	45,144	55,144	423,512	(59,275)
TIF #12	-	-	-	-	(19,111)
Facilities	1,147,188	492,455	920,575	2,149,947	7,152,186
Capital Equipment	(1,155,161)	909,012	748,969	2,272,292	2,026,171
Equip. Replacement	166,148	10,308	7,256	1,884	(504)
Redevelopment	(907)	(907)	916,438	76,615	121,482
Total Gov't Funds	14,353,636	21,288,643	22,887,759	29,144,679	33,028,338
Internal Service (Net Position)					
Fleet Management	293,292	285,139	279,851	273,118	244,490
Benefit Accrual	1,255,088	1,752,351	2,061,961	2,139,902	2,521,224
Liability Ins. (Current Assets)	93,412	83,804	190,332	206,625	210,998
Information Systems	123,889	97,492	88,583	75,869	90,604
Total Inter. Service Funds	1,765,681	2,218,786	2,620,727	2,695,514	3,067,316
Enterprise (Cash and Cash Equivalents)					
Parking Utility	4,533	(120,766)	(94,484)	-	-
Sanitary Sewer Utility	2,399,558	2,803,944	2,728,320	2,577,699	3,912,145
Stormwater Utility	3,420,342	2,790,612	2,993,014	3,086,116	2,509,483
Water Utility	8,104,528	8,506,845	9,129,308	8,143,941	7,022,452
Total Enterprise Funds	13,928,961	13,980,635	14,756,158	13,807,756	13,444,080
Grand Total	\$ 30,048,278	\$ 37,488,064	\$ 40,264,644	\$ 45,647,949	\$ 49,539,734

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Finance Operations
Program: Non-Tax Levy Revenues	Submitted by: Vicky K. Rasmussen

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 2023-2024. **For 2024, that payment is estimated to increase by 15.2%, or \$152,704.** An expenditure item in a like amount is included in the Water Utility's budget in 2024. Also included in 2024 is \$10,400 in payments from other tax-exempt properties (County housing units, Orphan Animal Rescue). 2024 is the eighth 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, transient rentals (ex. AirBnB) 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 back to pre-pandemic levels, room tax collection is expected to remain constant at \$100,000 in 2024.**

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. In 2023 State Legislators passed Act 12, which included a new supplemental Municipal Aid. **Due to this change, Shared Revenue will increase approximately \$645,000, or 42.67% in 2024.**

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. The City's payments have been increasing the past couple of years. In 2022 and 2023 there were increases of 4.52% (\$20,930) and 5.23% (\$25,330) respectively. **For 2024 the City's ERP payment is now expected to increase by \$3,740.**

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 were based on the 2017 payment increased by a CPI factor. Starting in 2020 and beyond, the State froze the payment at the 2019 level. **Due to the closing of Tax Incremental Financing Districts (TIF) #5 and #6, we received additional aids in the amount of \$90,630, this equated to a 60.2% increase.**

Federal, State, Local Aids

General Transportation Aids ("GTA") are 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. **For 2024, the payment is estimated to increase by 10.2%, or \$122,350.**

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Finance Operations
Program: Non-Tax Levy Revenues	Submitted by: Vicky K. Rasmussen

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 1% of the City's Cable TV Franchise Fee Revenue. The 2023 payment was \$59,980. **That payment is projected to remain flat at \$59,980 for 2024.** Per state mandate, the City then is expected to receive the remaining 4% in Cable TV Franchise Fees in from the provider, leaving it as a net neutral 5% of the City's Cable TV Franchise Fee Revenue.

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. Since the 2012 budget, the City has had to use small to moderate amounts of reserves (between \$70,000 - \$225,000) each year to balance the budget – with the exception of the 2014 budget that applied \$0 of reserves. **This plan contemplates using a maximum of \$185,000 of General Fund reserves to balance the 2024 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 increase by \$18,150, or 5.7% in 2024.**

Weights and Measures Fees

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 reflect the actual cost of providing the service. **For 2024, fees are estimated to decrease by \$1,000.**

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 2024 of \$8,810, or 2.8%.**

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 (ex. weed cutting and snow removal). **The 2024 budgeted amount will decrease slightly by \$1,000.**

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, Village of Fox Crossing and Neenah based upon usage, which increased 6.2% this year. Support from Calumet County reflects the use of the library by their residents. **Overall, Library revenues are expected to increase by \$71,850, or 7.6% for 2024, in addition to the use of \$48,130 of Library operating carryforward funds.**

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Finance Operations
Program: Non-Tax Levy Revenues	Submitted by: Vicky K. Rasmussen

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 56% of the cost of the program. **Overall budgeted revenue is expected to increase by \$13,000, or 7.6%.**

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 \$54,120, or 12.1%, in 2024.**

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 \$5,400, or 3.9% in 2024.**

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 eighth-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. **Cemetery revenues are budgeted to increase slightly by \$1,610 in 2024.**

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 have now drastically rose in this past year to very attractive rates.. **Taken as a whole, revenue for investment income in 2024 is budgeted to increase by \$339,000, or 54.1%.**

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. . **The City is adjusting to a more realistic expectation of revenue with a decrease by \$20,300, or 19.3% in 2024.**

Property Damage Recovery

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

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Finance Operations
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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 \$1,210 in 2024.**

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). This past year, the City is renting one less communication tower. **Due to this, the overall revenue in this category is expected to decrease by \$9,100, or 8.5%, in 2024.**

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 will go to this account. 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 \$89,000 in 2024, \$21,000 more than the 2023 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 is expected to stay flat in over the 2023 budget.**

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.

2024 is the third 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.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Finance Operations
Program: Non-Tax Levy Revenues	Submitted by: Vicky K. Rasmussen

In addition to the ARPA funding listed above, the City used \$62,500 to fund a portion of the Behavioral Health Officer in the 2024 budget, as well as earmarked \$700,000 to fund the Arrowhead/Waterfront District design and construction.

Overall, fund transfers for 2024 are budgeted to decrease by \$278,960, or 6.6% from the 2023 budgeted amount.

**CITY OF NEENAH
2024 OPERATING BUDGET
REVENUE SUMMARY**

ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
Property Taxes	14,279,339	14,619,680	14,619,690	14,619,680	14,766,830	14,766,830	147,150
Payment in lieu	991,523	1,023,850	1,027,890	1,179,550	1,179,550	1,179,550	155,700
Other Taxes	83,770	100,000	92,670	100,000	100,000	100,000	0
State Revenues	2,353,181	2,375,880	2,375,940	3,114,260	3,114,260	3,114,260	738,380
State & Federal Aids	1,607,243	1,728,170	1,731,810	1,862,330	1,862,330	1,862,330	134,160
Winnebago County	2,883	0	0	0	0	0	0
License Revenue	55,923	55,530	76,420	63,610	63,610	63,610	8,080
Permits Revenue	322,519	263,570	278,780	273,640	273,640	273,640	10,070
Weights & Measures Fees	26,960	27,000	26,250	26,000	26,000	26,000	(1,000)
General Gov't Revenues	312,925	310,400	294,110	319,210	319,210	319,210	8,810
Special Charges	9,705	8,000	2,560	7,000	7,000	7,000	(1,000)
Public Library	921,899	950,790	940,480	992,640	1,022,640	1,040,770	89,980
Police Revenue	216,331	172,250	170,250	185,250	185,250	185,250	13,000
General Gov't Services	423,370	448,120	448,120	502,240	502,240	502,240	54,120
Public Works	165,398	139,150	132,310	144,550	144,550	144,550	5,400
Oak Hill Cemetery Revenue	191,546	164,000	160,400	165,610	165,610	165,610	1,610
Investment Income	(1,573,468)	627,200	1,010,890	966,200	966,200	966,200	339,000
Fines & Forfeitures	77,901	105,300	80,000	85,000	85,000	85,000	(20,300)
Property Damage Recovery	10,936	5,000	16,510	5,000	5,000	5,000	0
Reimbursements	149,761	148,700	159,470	149,910	149,910	149,910	1,210
Lease/Rental Revenue	104,863	107,450	96,890	98,350	98,350	98,350	(9,100)
Sale of City Properties	106,273	68,000	58,000	89,000	89,000	89,000	21,000
Other Revenue	(1,286)	1,020	1,220	1,200	1,200	1,200	180
Community Fest	16,312	17,000	19,360	17,500	17,500	17,500	500
General Receipts	(12,103)	(13,710)	(13,240)	(13,460)	(13,460)	(13,460)	250
Adult Program Revenue	6,542	7,100	7,010	7,520	7,520	7,520	420
Contracted Progm Revenue	55,106	59,170	77,350	67,000	67,000	67,000	7,830
Municipal Pool Revenue	204,567	250,050	226,610	232,350	232,350	232,350	(17,700)
Youth Program Revenue	187,515	216,680	221,090	223,700	223,700	223,700	7,020
Other Park & Rec Revenue	1,371	1,500	1,970	1,930	1,930	1,930	430
Riverside Players	29,391	33,900	36,550	34,500	34,500	34,500	600
Parks Revenue	124,954	118,380	129,590	119,420	119,420	119,420	1,040
Fund Transfers	3,470,673	4,238,720	4,483,690	3,626,240	3,926,240	3,959,760	(278,960)
TOTAL REVENUES BEFORE							
APPLICATION OF FUND BALANCE	24,923,823	28,377,850	28,990,640	29,266,930	29,744,080	29,795,730	1,417,880
APPLICATION OF FUND BALANCE	0	194,959	0	300,000	185,000	185,000	(9,959)
TOTAL REVENUES	24,923,823	28,572,809	28,990,640	29,566,930	29,929,080	29,980,730	1,407,921
					Percent Budget Change		4.93%

**CITY OF NEENAH
2024 OPERATING BUDGET
REVENUE DETAIL**

ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>PROPERTY TAXES</u>							
Property Taxes	14,279,339	14,619,680	14,619,690	14,619,680	14,766,830	14,766,830	
PROPERTY TAXES	14,279,339	14,619,680	14,619,690	14,619,680	14,766,830	14,766,830	147,150
<u>PAYMENTS IN LIEU OF TAXES</u>							
Water Utility	971,373	1,005,450	1,005,450	1,158,150	1,158,150	1,158,150	
Winnebago County Housing	9,079	8,000	11,000	10,000	10,000	10,000	
Orphan Animal Rescue	400	400	400	400	400	400	
Goodwill	10,671	10,000	11,040	11,000	11,000	11,000	
PAYMENTS IN LIEU OF TAXES	991,523	1,023,850	1,027,890	1,179,550	1,179,550	1,179,550	155,700
<u>OTHER TAXES</u>							
Hotel Room Tax Direct	83,770	100,000	92,670	100,000	100,000	100,000	
OTHER TAXES	83,770	100,000	92,670	100,000	100,000	100,000	0
<u>STATE SHARED REVENUES</u>							
State Shared Revenue	1,577,839	1,575,200	1,575,260	2,219,210	2,219,210	2,219,210	
Expend Restraint Program	483,901	509,230	509,230	512,970	512,970	512,970	
Computer Exempt Credit	150,575	150,580	150,580	241,210	241,210	241,210	
Per Prop Exempt Credit	80,889	80,890	80,890	80,890	80,890	80,890	
Video Serv Provider Aid	59,977	59,980	59,980	59,980	59,980	59,980	
STATE SHARED REVENUES	2,353,181	2,375,880	2,375,940	3,114,260	3,114,260	3,114,260	738,380
<u>STATE & FEDERAL AIDS</u>							
Mass Transit Subsidy	367,758	416,950	416,950	424,760	424,760	424,760	
Highway Maintenance Aids	1,137,214	1,205,220	1,204,740	1,327,570	1,327,570	1,327,570	
Fire Protect Ins Prem Ref	102,271	106,000	110,120	110,000	110,000	110,000	
STATE & FEDERAL AIDS	1,607,243	1,728,170	1,731,810	1,862,330	1,862,330	1,862,330	134,160
<u>WINNEBAGO COUNTY</u>							
Ag. Use Conversion Charge	2,883	0	0	0	0	0	
WINNEBAGO COUNTY	2,883	0	0	0	0	0	0
<u>LICENSE REVENUE</u>							
Liquor and Bev License	21,882	22,000	35,000	23,000	23,000	23,000	
Operator License	9,570	8,000	8,810	8,000	8,000	8,000	
Cigarette License	2,250	2,200	2,700	2,700	2,700	2,700	
Pet License	12,791	12,000	12,000	12,000	12,000	12,000	
Amusement Device License	8,690	10,000	16,580	16,580	16,580	16,580	
Rooming House License	0	50	50	50	50	50	
Honey Bee License	0	30	30	30	30	30	
Tourist House License	50	250	250	250	250	250	
Miscellaneous License	690	1,000	1,000	1,000	1,000	1,000	
LICENSE REVENUE	55,923	55,530	76,420	63,610	63,610	63,610	8,080
<u>PERMITS REVENUE</u>							
Building Permits	154,255	120,000	132,000	125,180	125,180	125,180	
Electrical Permits	40,112	41,500	42,050	43,190	43,190	43,190	
Plumbing Permits	40,293	36,750	37,100	38,250	38,250	38,250	
Parking Lot Const. Permit	3,200	1,500	1,400	1,500	1,500	1,500	
Heating Permits	62,266	41,000	43,150	42,000	42,000	42,000	
Home Occupation Permits	0	50	50	50	50	50	
Dance Permit	125	150	130	150	150	150	
Street Use Permit	975	1,000	1,000	1,000	1,000	1,000	
Sprinkler Permits	850	1,000	1,030	1,000	1,000	1,000	
Fire Pit Permit	19,428	19,500	19,000	19,000	19,000	19,000	
Hotel & Motel Permits	120	120	120	120	120	120	
E-Plan Fees	0	0	750	1,200	1,200	1,200	
All Other Permits	895	1,000	1,000	1,000	1,000	1,000	
PERMITS REVENUE	322,519	263,570	278,780	273,640	273,640	273,640	10,070

**CITY OF NEENAH
2024 OPERATING BUDGET
REVENUE DETAIL**

ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>WEIGHTS AND MEASURES FEES</u>							
License Fees	26,960	27,000	26,250	26,000	26,000	26,000	
WEIGHTS AND MEASURES FEES	26,960	27,000	26,250	26,000	26,000	26,000	(1,000)
<u>GENERAL GOVERNMENT REVENUES</u>							
Special Use Fees	800	1,200	1,200	1,200	1,200	1,200	
Board of Appeals	0	500	500	500	500	500	
Rezoning Deposits	2,000	1,600	1,600	1,600	1,600	1,600	
Publication Fees	968	1,500	1,500	1,500	1,500	1,500	
Real Property Status Fees	28,910	28,000	24,000	25,000	25,000	25,000	
Cable TV Franchise Fee	242,821	245,000	236,000	256,810	256,810	256,810	
Com Devel Document Sales	335	300	610	300	300	300	
Site Plan Review Fee	2,181	1,800	1,800	1,800	1,800	1,800	
Plat Review Fees/Annex	3,525	1,200	5,200	1,200	1,200	1,200	
Project Plan Review Fees	750	900	900	900	900	900	
Comp Plan/Map Amend	2,100	800	800	800	800	800	
Property Record Maint Fee	12,200	12,000	12,000	12,000	12,000	12,000	
Code Enforce Reinspect	15,725	15,000	8,000	15,000	15,000	15,000	
Exempt Prop Filing Fees	610	600	0	600	600	600	
GENERAL GOV'T REVENUES	312,925	310,400	294,110	319,210	319,210	319,210	8,810
<u>SPECIAL CHARGES</u>							
Snow Removal Charges	4,200	3,000	0	3,000	3,000	3,000	
Special Use Fees	5,505	5,000	2,560	4,000	4,000	4,000	
SPECIAL CHARGES	9,705	8,000	2,560	7,000	7,000	7,000	(1,000)
<u>PUBLIC LIBRARY</u>							
Library Receipts	344	500	200	200	200	200	
Coffee Sales	189	300	150	200	200	200	
Bottled Beverages/Snacks	2,624	2,400	2,400	2,000	2,000	2,000	
Copier/Printer Fees	9,860	10,000	11,000	10,000	10,000	10,000	
Lost/Damaged Materials	6,011	5,000	4,000	4,000	4,000	4,000	
P-Card Rebate	6,072	3,400	4,000	3,400	3,400	3,400	
Winnebago County	866,093	885,450	885,450	940,340	940,340	940,340	
Calumet County	26,321	29,560	29,600	24,420	24,420	24,420	
Fond Du Lac County	2,176	2,050	2,050	1,860	1,860	1,860	
Waushara County	1,124	830	830	950	950	950	
Green Lake County	27	100	100	300	300	300	
Waupaca County	0	0	0	4,070	4,070	4,070	
Collection Fee Charges	1,058	1,200	700	900	900	900	
Appl Carryover Balance	0	10,000	0	0	30,000	48,130	
PUBLIC LIBRARY	921,899	950,790	940,480	992,640	1,022,640	1,040,770	89,980
<u>PUBLIC SAFETY REVENUE</u>							
Police Sundry Revenues	661	250	250	250	250	250	
Fingerprints	1,410	2,000	0	0	0	0	
Sch Dist Liaison Program	214,260	170,000	170,000	185,000	185,000	185,000	
PUBLIC SAFETY REVENUE	216,331	172,250	170,250	185,250	185,250	185,250	13,000
<u>GENERAL GOV'T SERVICES</u>							
Utility Billing/Finance	202,360	215,820	215,820	221,510	221,510	221,510	
Water Utility/Finance Ser	69,490	72,550	72,550	76,330	76,330	76,330	
Water Utility/HR & Safety	21,120	21,760	21,760	22,530	22,530	22,530	
Water Utility/Legal & Adm.	30,460	31,380	31,380	32,480	32,480	32,480	
Joint Fire/Finance Ser	26,500	27,750	27,750	28,750	28,750	28,750	
Joint Fire/HR & Safety	65,000	70,000	70,000	72,450	72,450	72,450	
Joint Fire/Fiber Lease	4,640	4,870	4,870	5,100	5,100	5,100	
GIS/Sanitary Sewer	0	0	0	7,500	7,500	7,500	
GIS/Storm Water Utility	0	0	0	15,800	15,800	15,800	
GIS/Water Utility	0	0	0	1,760	1,760	1,760	
GIS/Joint Fire Rescue	0	0	0	13,900	13,900	13,900	
Muni Ct Bldg use/Menasha	3,800	3,990	3,990	4,130	4,130	4,130	
GENERAL GOV'T SERVICES	423,370	448,120	448,120	502,240	502,240	502,240	54,120

**CITY OF NEENAH
2024 OPERATING BUDGET
REVENUE DETAIL**

ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>STREET & HIGHWAY REVENUE</u>							
Misc Equipment Rental	769	1,000	1,370	1,000	1,000	1,000	
Misc Service Revenue	9,659	7,500	26,280	25,000	25,000	25,000	
Other S & H Receipts	2,490	800	0	500	500	500	
Recoveries fm Damaged Prp	9,235	8,000	5,000	8,000	8,000	8,000	
Sale of City Materials	5	50	50	50	50	50	
Street Excavation Charges	64,047	45,000	20,000	30,000	30,000	30,000	
Special Garbage Collectn	3,574	2,500	3,150	2,500	2,500	2,500	
Commercial Dumpsters	70,175	69,000	69,000	70,000	70,000	70,000	
Additional Cart Fee	5,444	5,300	7,460	7,500	7,500	7,500	
STREET & HIGHWAY REVENUE	165,398	139,150	132,310	144,550	144,550	144,550	5,400
<u>OAK HILL CEMETERY REVENUE</u>							
Cemetery Misc. Revenue	30,765	20,000	20,000	20,400	20,400	20,400	
Lot Sale Revenue	46,583	48,000	48,000	48,960	48,960	48,960	
Transfer fm Perp Care-Int	39,173	25,000	25,000	25,500	25,500	25,500	
Grave Openings	61,655	57,000	53,400	54,470	54,470	54,470	
Foundation/Marker Charges	13,370	14,000	14,000	14,280	14,280	14,280	
Chapel Rental Fee	0	0	0	2,000	2,000	2,000	
OAK HILL CEMETERY REVENUE	191,546	164,000	160,400	165,610	165,610	165,610	1,610
<u>INTEREST INCOME</u>							
Interest on Investments	469,614	550,000	926,690	850,000	850,000	850,000	
Interest on Taxes	46,207	45,000	35,000	42,000	42,000	42,000	
Interest on Market Apprec	(2,114,313)	0	0	0	0	0	
Interest Revl Fund Assmts	24,697	32,000	19,000	19,000	19,000	19,000	
Personal Property I	327	200	200	200	200	200	
Water Utility Loan	0	0	30,000	55,000	55,000	55,000	
INTEREST INCOME	(1,573,468)	627,200	1,010,890	966,200	966,200	966,200	339,000
<u>FINES & FORFEITURES</u>							
Neenah Court Bonds/Fines	3,091	5,000	1,500	4,000	4,000	4,000	
Municipal Courts Fines	73,210	100,000	70,000	80,000	80,000	80,000	
False Alarms	1,600	300	8,500	1,000	1,000	1,000	
FINE & FORFEITURES	77,901	105,300	80,000	85,000	85,000	85,000	(20,300)
<u>PROPERTY DAMAGE RECOVERY</u>							
City Hall	685	0	12,170	0	0	0	
Police	5,722	0	4,340	0	0	0	
Fire	3,529	0	0	0	0	0	
Public Works	1,000	5,000	0	5,000	5,000	5,000	
PROPERTY DAMAGE RECOVERY	10,936	5,000	16,510	5,000	5,000	5,000	0
<u>REIMBURSEMENTS</u>							
Workers Compensation	73,184	70,000	71,000	71,000	71,000	71,000	
Emp Practices Liab Ins.	0	2,500	2,500	2,500	2,500	2,500	
Local Governments	1,200	1,200	1,200	1,200	1,200	1,200	
CVMIC Liability Dividend	28,015	25,000	28,390	25,210	25,210	25,210	
P-Card Rebate	47,362	50,000	56,380	50,000	50,000	50,000	
REIMBURSEMENTS	149,761	148,700	159,470	149,910	149,910	149,910	1,210
<u>LEASE/RENTAL REVENUE</u>							
Adm Bld Water Utility	11,220	11,780	11,780	12,140	12,140	12,140	
City Garage Rentals	6,876	6,900	5,140	5,140	5,140	5,140	
Communication Tower Rent	79,985	84,500	74,500	75,600	75,600	75,600	
Dumpster Rental Agreement	3,150	2,400	1,800	1,800	1,800	1,800	
Rec Park Sailing Lease	0	370	370	370	370	370	
Bird Scooters	1,132	1,500	800	800	800	800	
Lamar	2,500	0	2,500	2,500	2,500	2,500	
LEASE/RENTAL REVENUE	104,863	107,450	96,890	98,350	98,350	98,350	(9,100)

**CITY OF NEENAH
2024 OPERATING BUDGET
REVENUE DETAIL**

ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>SALE OF CITY PROPERTIES</u>							
Police	27,716	26,000	26,000	39,000	39,000	39,000	
Public Works	78,557	40,000	30,000	50,000	50,000	50,000	
Park & Rec.	0	2,000	2,000	0	0	0	
SALE OF CITY PROPERTIES	106,273	68,000	58,000	89,000	89,000	89,000	21,000
<u>OTHER REVENUE</u>							
Commercial Dumpsters	228	200	200	200	200	200	
Miscellaneous Revenue	(1,524)	1,000	1,020	1,000	1,000	1,000	
Sales Tax	10	(180)	0	0	0	0	
OTHER REVENUE	(1,286)	1,020	1,220	1,200	1,200	1,200	180
<u>OTHER SPEC EVENTS-COMMUNITYFEST</u>							
Vendor Fees	3,312	4,000	4,360	3,500	3,500	3,500	
Contributions	13,000	13,000	15,000	14,000	14,000	14,000	
OTHER SPEC EVENTS-COM. FEST	16,312	17,000	19,360	17,500	17,500	17,500	500
<u>GENERAL RECEIPTS-PARKS/REC</u>							
Sun Shine Program	548	500	1,000	750	750	750	
Work Permits	2,080	1,500	670	1,500	1,500	1,500	
Work Permit State Payment	(1,725)	(1,600)	(660)	(1,600)	(1,600)	(1,600)	
Miscellaneous	664	300	300	300	300	300	
Sales Tax Collections	(13,765)	(14,500)	(14,650)	(14,500)	(14,500)	(14,500)	
Sales Tax	95	90	100	90	90	90	
GENERAL RECEIPTS-PARKS/REC	(12,103)	(13,710)	(13,240)	(13,460)	(13,460)	(13,460)	250
<u>ADULT PROGRAM REVENUE</u>							
Open Gym	203	400	150	500	500	500	
Volleyball-Summr Team Fee	0	1,200	0	0	0	0	
Tennis Instruction	1,200	1,000	1,820	1,820	1,820	1,820	
Pickleball	5,139	4,500	5,040	5,200	5,200	5,200	
ADULT PROGRAM REVENUE	6,542	7,100	7,010	7,520	7,520	7,520	420
<u>CONTRACTED PROGRAM REVENUE</u>							
Fitness	6,878	14,700	14,850	15,000	15,000	15,000	
Sports Clinics	14,388	14,470	16,720	15,000	15,000	15,000	
Contracted Youth Programs	31,937	30,000	44,580	37,000	37,000	37,000	
CONTRACTED PROGRAM REVENUE	53,203	59,170	76,150	67,000	67,000	67,000	7,830
<u>POOL & REC BLDG REVENUE</u>							
Special Events	250	1,200	0	1,200	1,200	1,200	
Taxable Concessions	50,122	52,000	54,620	52,000	52,000	52,000	
Pool-Daily Receipts	61,189	60,000	66,920	72,500	72,500	72,500	
Pool-Season Pass Receipts	48,489	70,000	58,000	58,500	58,500	58,500	
Swim Lessons Receipts	44,224	66,700	47,490	48,000	48,000	48,000	
Locker Rental	152	150	150	150	150	150	
Over/Short	141	0	(570)	0	0	0	
POOL & REC BLDG REVENUE	204,567	250,050	226,610	232,350	232,350	232,350	(17,700)

**CITY OF NEENAH
2024 OPERATING BUDGET
REVENUE DETAIL**

ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>YOUTH PROGRAM REVENUE</u>							
Archery	2,288	2,250	1,600	1,800	1,800	1,800	
Crafts	506	0	0	0	0	0	
Operation Recreation	118,273	120,000	116,600	118,000	118,000	118,000	
Adventure	6,855	7,500	8,260	9,000	9,000	9,000	
Filthy Fun Kids Run	8,598	6,000	7,920	6,000	6,000	6,000	
Park Kart Mobile Recreati	500	0	500	0	0	0	
Special Events	17,534	9,000	13,950	12,300	12,300	12,300	
Tennis	11,312	14,000	13,380	14,000	14,000	14,000	
Tennis-Accelerated	630	800	1,320	1,400	1,400	1,400	
Tot Lot	2,901	3,030	3,120	3,300	3,300	3,300	
TOT Sports	3,150	3,300	3,600	3,700	3,700	3,700	
Children's Playtime	14,200	13,000	13,760	13,600	13,600	13,600	
Start Smart	691	800	1,240	1,000	1,000	1,000	
Sport Explorers	1,980	2,000	1,520	1,600	1,600	1,600	
Op Rec Jr.	0	35,000	35,520	38,000	38,000	38,000	
YOUTH PROGRAM REV	189,418	216,680	222,290	223,700	223,700	223,700	7,020
<u>OTHER PARKS & REC REVENUE</u>							
Doty Cabin	557	350	470	380	380	380	
Ice-Rink Taxable Concess	14	150	0	50	50	50	
Community Band	800	1,000	1,500	1,500	1,500	1,500	
OTHER PARKS & REC REVENUE	1,371	1,500	1,970	1,930	1,930	1,930	430
<u>RIVERSIDE PLAYERS</u>							
Riverside Tickets	26,135	30,000	32,550	30,000	30,000	30,000	
Other Revenues	860	1,500	1,700	2,000	2,000	2,000	
Taxable Concessions	2,396	2,400	2,300	2,500	2,500	2,500	
RIVERSIDE PLAYERS	29,391	33,900	36,550	34,500	34,500	34,500	600
<u>PARKS REVENUE</u>							
Rentals - Picnic Kits	0	0	30	0	0	0	
Facility Leases	20,172	20,000	22,140	21,500	21,500	21,500	
Facility User Fees	1,856	2,000	2,000	2,000	2,000	2,000	
Rentals - Green Park	1,825	1,000	1,050	1,100	1,100	1,100	
Rentals - Memorial Park	6,719	6,300	8,100	6,500	6,500	6,500	
Rentals - Gazebo	545	700	350	600	600	600	
Rentals - Riverside Park	3,944	4,500	4,710	4,000	4,000	4,000	
Rentals - Washington Park	11,120	7,500	6,530	6,500	6,500	6,500	
Rentals -Whiting Boathse	28,841	27,000	32,270	28,000	28,000	28,000	
Rentals - Southview Park	30	30	40	40	40	40	
Rentals -Memorial Pk Open	170	300	460	300	300	300	
Rental-Shattuck BoatStall	8,920	9,000	10,070	10,000	10,000	10,000	
Rentals - Doty Park	1,315	1,200	1,590	1,250	1,250	1,250	
Rental - Great Northern	460	300	480	350	350	350	
Rentals-Memorial LG Room	14,367	12,000	14,040	12,000	12,000	12,000	
Rental-Memorial SM Room	580	750	370	250	250	250	
Herb & Dolly Smith Park	25	0	30	30	30	30	
Boat Launch User Fees	22,963	25,000	24,020	24,000	24,000	24,000	
Boat Wash Fees	1,102	800	1,310	1,000	1,000	1,000	
PARKS REVENUE	124,954	118,380	129,590	119,420	119,420	119,420	1,040

**CITY OF NEENAH
2024 OPERATING BUDGET
REVENUE DETAIL**

ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
FUND TRANSFERS							
ARPA-Public Safety	1,300,000	1,378,000	1,378,000	62,500	1,362,500	1,362,500	
ARPA-One Time Exp	17,400	225,000	225,000	0	0	0	
2023 Council Adds	0	122,570	122,570	0	0	0	
2024 Employee Increases	0	0	0	0	0	33,520	
CIP Projects-Engineering	0	250,000	250,000	250,000	250,000	250,000	
Benefit Accrual Fund	0	0	0	325,000	0	0	
Information Systems	0	0	0	8,000	0	0	
Parking Fund	0	0	0	160,000	0	0	
Sewer Fd Maintenance	351,650	372,750	372,750	387,770	387,770	387,770	
Sewer Fd Admin	611,850	648,560	648,560	674,700	674,700	674,700	
Storm Water Management	475,240	503,750	503,750	524,050	524,050	524,050	
Cemetery Perp Care	0	0	0	8,000	0	0	
Dial-A-Ride	0	0	0	8,000	0	0	
Transfer from Compost	0	0	0	8,000	0	0	
Industrial Devel Fund	0	0	0	8,000	0	0	
TIF #11	42,000	44,520	44,520	46,780	46,780	46,780	
Transfer from TIF #12	42,000	44,520	44,520	46,780	46,780	46,780	
Transfer from TIF #13	0	0	0	46,780	46,780	46,780	
TIF #5 Administrative Chg	84,000	89,040	89,040	0	0	0	
TIF #6 Administrative Chg	63,000	66,780	66,780	0	0	0	
Transfer From TIF # 7	126,000	133,560	133,560	140,320	140,320	140,320	
TIF #8 Administrative Chg	126,000	133,560	133,560	140,320	140,320	140,320	
TIF #8 Interest	38,130	17,250	250,000	75,000	75,000	75,000	
TIF #9 Administrative Chg	84,000	89,060	89,060	116,960	116,960	116,960	
TIF # 10	42,000	44,520	44,520	46,780	46,780	46,780	
Recycling Fund	0	0	0	35,000	0	0	
Housing Fund	35,000	35,000	35,000	35,000	35,000	35,000	
CDBG Funds	30,616	25,000	37,500	30,000	30,000	30,000	
CDBG COVID Program	0	14,280	0	0	0	0	
Joint Municipal Court	1,787	1,000	15,000	2,500	2,500	2,500	
Alliant Energy PILOT Fund	0	0	0	280,000	0	0	
Excess TIF Increment	0	0	0	50,000	0	0	
Developer Land Sales Fund	0	0	0	110,000	0	0	
FUND TRANSFERS	3,470,673	4,238,720	4,483,690	3,626,240	3,926,240	3,959,760	(278,960)
TOTAL REVENUES BEFORE							
APPLICATION OF FUND BALANCE	24,923,823	28,377,850	28,990,640	29,266,930	29,744,080	29,795,730	1,417,880
UNASSIGNED FUND BALANCE	0	135,000	0	300,000	185,000	185,000	
ASSIGNED FUND BALANCE	0	59,959	0	0	0	0	
APPLICATION OF FUND BALANCE	0	194,959	0	300,000	185,000	185,000	(9,959)
TOTAL REVENUES	24,923,823	28,572,809	28,990,640	29,566,930	29,929,080	29,980,730	1,407,921
					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 6, 2023, Resolution No. 2023-19:

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	\$250	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	\$400	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	\$75/machine	Annual – expires 6/30		Code §4-172 Res. No. 2023-01
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 Res. No. 7238

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Secondhand Article Dealers	\$27.50	Annual – expires 12/31	§134.71(11)(b)	Code Sec. 4-64 Res No 7238
Secondhand Jeweler Dealers	\$30.00	Annual – expires 12/31	§134.71(11)(c)	Code Sec. 4-64 Res No 7238
Taxi Cab	1 st 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	1 st 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)				
Street Listing	\$35.00			
Commercial Listing	\$35.00			

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Alpha Property Listing By Owner	\$35.00			
Alpha Property Listing By Street Name	\$35.00			
Vacant Land Listing	\$20.00			
Multi-Unit Listing				
2 Units & Up	\$35.00			
4 Units & Up	\$20.00			
Files (emailed)				
Assessment Roll	\$50.00			
Legal Description				
Mailing Addresses	\$30.00			
Market Drive Public Data File (CD)	\$250.00			
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 (1 st)	\$100	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Follow-up Inspection Fee (2 nd)	\$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
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

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Vehicle Tank/Bulk Plant Meter	\$100	Annual	§ 98.04	Res. No. 2012-35 Sec. 4-30 Res. No. 2011-16
Linear (Fabric, Wire, Rope Meters)	\$10	Annual	§ 98.04	Res. No. 2012-35 Sec. 4-30 Res. No. 2011-16
Farmer's Market Annual Fee (includes 7 or more devices)	\$150	Annual	§ 98.04	Res. No. 2012-35 Sec. 4-30 Res. No. 2011-16
Scanners		Annual	§ 98.04	Res. No. 2012-35 Sec. 4-30
1 to 3 scanners (total)	\$75			Res. No. 2011-16
4 or more (total)	\$130			Res. No. 2012-35
Aluminum Can Recycle Machine	\$100	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16
Late Payment Fee	\$100	Annual	§ 98.04	Res. No. 2012-35 Sec. 4-30 Res. No. 2011-16
Misc. Specialized Devices	\$50/Hour	Annual	§ 98.04§ATCP 92.04	Res. No. 2012-35 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, Storm Sewer, or Water Services Lateral: Residential	New: \$100 Replacement: \$50			Ch. 21, Art. V Res. No. 2017-04
New/replacement Sanitary Sewer, Storm 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
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 -		Ch. 21, Art. III Res. No. 2017-04

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
		\$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		
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: \$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)		Ch. 21, Art. II Res. No. 2017-04

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
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
MISCELLANEOUS PERMIT FEES				Building Code
Apiary Registration Fee	\$30.00	Per Apiary		Sec. 3-41(c)

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Building Inspections Re-inspection Fee	\$75			Res. No. 2017-14
Code Enforcement Re-inspection Fees	\$50 – 2 nd notice \$100 – 3 rd notice \$100 – 4 th notice etc.			Res. No. 2021-19 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	\$300 per acre			Ch. 22, Art. IV Res. No. 2017-04
Community Facility				Ch. 21, Div. II 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 (Minimum \$30)			Res. No. 2017-04
Street Furniture	\$15	Annual		Ch. 14, Art. VII

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE Res. No. 7367 Res. No. 2011-17
Assessment Fees (Building Permits)				
New Construction (Single-Family/Two-Family Residential)	\$100/unit	Per Building Permit		
New Construction (Commercial/Multi-Family)	\$300	Per Building Permit		
New Construction (Industrial)	\$300	Per Building Permit		
New Construction (Community Facility/Institutional)	\$300	Per Building Permit		
New Construction (Accessory Structure)	\$ 25	Per Building Permit		
Addition/Renovation (Single-Family/Two-Family Residential)	\$ 25	Per Building Permit		
Addition/Renovation (Commercial/Multi-Family)	\$100	Per Building Permit		
Addition/Renovation (Industrial)	\$100	Per Building Permit		
Addition/Renovation (Community Facility/Institutional)	\$100	Per Building Permit		
Addition/Renovation (Accessory Structure)	\$25	Per Building Permit		
LICENSE RENEWALS				
Heating – Warm Air	\$20			
Heating – Hot Water	\$20			
Heating – Steam	\$20			
PLANNING & ZONING FEES				
Rezoning/Text Amendment Application	\$500	Per Application		Zoning Code Ch. 26/Res. No. 2017-21
Variance/Appeal Application	\$350	Per Application		Ch. 26/Res. No. 2017-21
Special Use Application	\$500	Per Application		Ch. 26/Res. No. 2017-21
Annexation Review(Not including R1 Zoning)	\$400	Per Review		Ch. 26/Res. No. 2017-21
Site Plan Review (Minor)	\$200	Per Review		Ch. 26/Res. No. 2017-21
Site Plan Review (Major)	\$400	Per Review		Ch. 26/Res. No. 2017-21
Site Plan Review (Parking Lot)	\$100	Per Review		
Site Plan Review (Change of Use)	\$150	Per Review		
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	\$150	Per Map		Res. No. 2021-19
Extraterritorial CSM	\$150	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

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Official Street Map Amendment/Street Vacation	\$500	Per Map		Ch. 26/Res. No. 2017-21
P.D.D. Review	\$500	Per Approval		Ch. 26/Res. No. 2017-21
T.N.D. Review	\$500	Per Approval		
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	\$100	Per Permit		Ch. 26/Res. No. 2017-21
Land Use Permit – Commercial	\$200	Per Application		Ch. 26/Res. No. 2017-21
Map Amendment Application	\$500	Per Letter		Ch. 26/Res. No. 2017-21
Waiver Letter	\$25	Per Approval		Ch. 26/Res. No. 2017-21
Project Plan Approval	\$400	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	\$500	Per Amendment		Res. No. 2021-19
Zoning Verification/Research (Standard)	\$50	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

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
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	\$3	Daily (Permit Locations)		Res. No. 2017-11
Parking – Day Pass Tier 2	\$6	Daily (3 Hour & 4 Hour Locations)		Res. No. 2017-11
Parking – Tier 1	\$25	Monthly (All Permit Locations Unless Otherwise Noted)		Res. No. 2017-05
Parking – Tier 2	\$40	Monthly (Marketplace Lot)		Res. No. 2017-05
Parking Ramp	\$30	Monthly		
Real Estate Status Report	\$40	Per Report – normal turn around		Res. No. 2021-19
	\$60	Per Report - Rush		
Special Assessment Installment Plan	Prime Rate as of 3/1/2017 plus 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
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 2 nd 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.				
the jurisdiction of the Community Development Department (see above).			WEIGHTS AND MEASURES were moved under	
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				

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
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
1 st 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				
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)	\$220 per cart	Annual		Ch 12, Res 2023-01
NEW DEVELOPMENT				
Oversize Sanitary Interceptor Sewer Fee	\$1,000.00	Acre		Code §17-107
Public Storm Water Infrastructure	\$9,000.00	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			

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE			
GARAGE SERVICES (EQUIPMENT ONLY)							
Equipment rates on files with the Public Works Superintendent							
CITY OF NEENAH GARAGE SERVICES (GENERAL) (LABOR & EQUIPMENT)							
Drop-Off Center One Time Use Card	\$15						
Drop-Off Center First Additional Card	\$30						
Drop-Off Center Second Additional Card	\$45						
Bulky Item Collection-Curbside	\$15	Per Item					
Residential Dumpster Rental (1 CY)	\$85	Per Collection					
Residential Dumpster Collection (2 CY)	\$95	Per Collection					
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			
	2023	2024	2025	2026	2027		
4" or 6" Sidewalk or Apron (Incl. Colored)	\$16.00	\$16.50	\$17.00	\$17.50	\$18.00	Sq. Ft.	Ch. 14, Div II, Res.2023-01
Curb and Gutter	\$72.50	\$75.00	\$77.50	\$80.00	\$82.50	Lin. Ft.	Ch. 14, Div II, Res.2023-01
Concrete Pavement - Final Patch	\$20.00	\$20.50	\$21.00	\$21.50	\$22.00	Sq. Ft.	Ch. 14, Div II, Res.2023-01
Asphalt Pavement/Oil & Chip - Final Patch	\$12.00	\$12.50	\$13.00	\$13.50	\$14.00	Sq. Ft.	Ch. 14, Div II, Res.2023-01
Terrace or Grass Turf Area	\$2.50	\$2.60	\$2.70	\$2.80	\$2.90	Sq. Ft.	Ch. 14, Div II, Res.2023-01
	2023-2027						

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Street Degradation Base Fee	\$4.00	Sq. Ft.		Ch. 14, Div II, Res.2023-01
Permit Fee	\$200.00	Each		Ch. 14, Div II, Res.2023-01
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)

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COMMON COUNCIL

Council President

Brian Borchardt

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

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 78,010	\$ 84,560	\$ 85,370	0.96%	\$ 84,010	-0.65%	\$ 84,010	-0.65%
No. of Aldermen	9	9	9	0%	9	0%	9	0%

Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ (1,360)

Mayor's Comments:

The Information Systems (I/S) department's 2024 budget included a request for a new Help Desk Support Technician with an annual cost of \$70,690. Due to operating budget constraints, I can not recommend a position being added in this department. Reductions to the I/S expenditure budget decrease the transfers needed from departments, as I/S allocates their costs out to all of the departments that they serve. There was a reduction of \$1,360 to the IS Services/Internal account for this department.

Council Amendment \$ -
None

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: City Council	Budget: City Council
Program: General Government	Submitted by: Brian Borchardt

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 2024 Adopted Budget: None.

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
COUNCIL								
<u>COUNCIL OPERATIONS (0101-700)</u>								
0101	Salaries	48,768	49,700	49,700	50,420	50,420	50,420	
0111	Fringes	2,019	1,840	1,840	2,020	2,020	2,020	
0115	Schools/Seminars/Training	0	0	0	1,800	1,800	1,800	
0202	Outside Printing	27	300	150	150	150	150	
0203	Postage	49	50	50	50	50	50	
0204	Conference & Meetings	0	1,800	1,800	0	0	0	
0206	Advertising & Publication	8,745	8,000	8,000	8,000	8,000	8,000	
0218	Maintenance of Software	44	580	250	250	250	250	
0227	Cellular Telephone	3,737	4,320	4,320	4,320	4,320	4,320	
0233	Other Ser/Televising Mtng	3,134	7,000	5,500	6,000	6,000	6,000	
0236	Outside Services	324	250	250	250	250	250	
0255	IS Services / Internal	4,730	9,660	9,660	11,810	10,450	10,450	
0258	GIS Services/Internal	670	740	740	0	0	0	
0301	Office Supplies	100	100	100	100	100	100	
0302	Inhouse Printing	0	20	0	0	0	0	
0303	Computer Oper Supplies	0	50	50	50	50	50	
0308	Books and Periodicals	0	50	50	50	50	50	
0333	All Other Supplies	38	100	100	100	100	100	
0343	Small Program Packages	5,625	0	0	0	0	0	
	OPERATIONS	78,010	84,560	82,560	85,370	84,010	84,010	(550)
COUNCIL								
		78,010	84,560	82,560	85,370	84,010	84,010	(550)
Percent Budget Change								-0.65%

DEPARTMENT OF THE MAYOR

Department Head

Jane B. 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

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 235,063	\$ 288,500	\$ 282,650	-2.03%	\$ 279,680	-3.06%	\$ 279,990	-2.95%

No. of Employees (FTE)	2	2	2	0%	2	0%	2	0%
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Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ (2,970)

Mayor's Comments:

The Information Systems (I/S) department's 2024 budget included a request for a new Help Desk Support Technician with an annual cost of \$70,690. Due to operating budget constraints, I can not recommend a position being added in this department. Reductions to the I/S expenditure budget decrease the transfers needed from departments, as I/S allocates their costs out to all of the departments that they serve. There was a reduction of \$1,340 to the IS Services/Internal account for this department.

Because I highly value our City of Neenah employees and consider them to be our most important resource, I added a 2% cost-of-living adjustment in July 2024. This will be in addition to the already requested 1.5% step increase in January 2024. This equated to an additional \$620 of salary and fringe in this department.

While preparing the budget, we were at a 12% increase in health insurance. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish an overall 9.68% increase, which is a decrease of 2.32%. This will result in cost savings of \$2,250 for this department.

Council Amendment \$ 310

An additional 1% wage increase on July 1 to all non-union employees was approved, this will increase wage and fringe expenditures in this department by \$310.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Mayor's Office	Budget: Mayor's Office/City Publication
Program: General Government	Submitted by: 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, Plan Commission and Public Works Board 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.

2023 Activities:

- Continued work on Arrowhead/Waterfront District project plan with RDG Planning and Design– met with multiple stakeholders, held community input meeting, held regular monthly task force meetings and internal technical team meetings –complete land survey of the acreage was conducted, and preliminary project plan was presented to the task force in late August
- Continued to encourage our cyber security initiatives as well as technology upgrades with Joe Wenninger
- Worked closely with benefactor, John Bergstrom, to facilitate the refurbishing of Oak Hill Cemetery Chapel
- Completed emergency government training for the city
- Continued to work with HR and Carlson Dettman in the salary evaluation process – this process involved appeals that were reviewed by HR and mayor – also led to discussions of revamping our on-boarding process for new hires
- Oversaw the remodel of the Hauser Room providing input on design and function
- Held one on one evaluation meetings with all department heads in February
- Went through the hiring process for a new city HR Director –we are grateful that Amy Fairchild was hired on October 17, 2022.
- Went through the hiring process for a new city Finance Director – we are grateful that Vicky Rasmussen was hired on February 13, 2023.
- The Neenah Library Board hired our new Neenah Public Library Director, Nicole Hardina Wilhelm, following the retirement of Director Gretchen Raab. Our new director had previously served as the assistant director, and we are grateful for her leadership.
- Continued the city's Culture Initiative, reviewed the survey results and shared out with department heads, continued process with formation of our Culture Team and meetings to launch the new initiative and provide for on-going training and implementation
- Initiated new Mayor's Run/Walk for Charity with the Neenah Menasha Firefighters Charitable Foundation
- Participated in multiple phone calls, meetings, discussions with residents related to the Shattuck Middle School closing and the issue of its future

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

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

- Formed and chaired a committee for celebrating Neenah's 150th and coordinated multiple events/activities for the city to enjoy and engage in
- Groundbreaking on Neenah PD expansion
- Continued participation in WHBY monthly radio show, connected with new local paper "Neenah News", participated in WFRV newsmaker Sunday show, maintained relationships with other local media outlets
- Participated in the Fox Cities CVB Destination Marketing Plan task force throughout the year
- Continued to establish and develop relationships with local businesses participating in regular check-ins with multiple business leaders and municipal and state leaders
- Worked with Dir. Rasmussen to apply for funding through Winnebago County's Spirit Fund
- Joined the Fox Cities Chamber of Commerce Board of Directors
- Redesigned the position of mayor's administrative assistant, following Joni Heinz retirement in early June, to more broadly address the communication needs of the city by creating a Communications Specialist position that fits within the same budget parameters as the mayor's admin. position - began interview process for candidates in late August

2024 Goals/Plans:

- In 2024 our focus will be on continuing a high level of service to the residents of the City. We will seek to fill any vacancies that arise 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 including investing in the best equipment (i.e. Flock cameras, mobile vehicle barricades, etc) and training for our Neenah PD as well as our NMFR
- 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. In 2024, we will focus on the implementation of the mission and values that were identified by our employees as a result of the culture evaluation process.
- We will further investigate grant opportunities to assist with meeting our budget goals.
- We will move forward as we can with development at the Arrowhead property using the newly created master plan as our direction and inspiration.
- We will continue to carefully work through the Shattuck school property sale and the implications of that for the community.
- 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 retirement of Library Director Raab in 2023, we have now hired outside services for the editing process that takes place to produce the newsletter. That increase in cost for the newsletter is reflected in the on-going budget.

Major Increases (Decreases) in 2024 Adopted Budget:

- Outside Printing increased by \$5,000 due to a trend of higher printing costs
- Outside Services decreased by \$19,000 due to the Culture study being completed in 2023

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
MAYOR'S OFFICE								
OPERATIONS (0201-701)								
0101	Salaries	113,707	133,300	117,680	134,890	135,410	135,670	
0110	Health Insurance	30,700	36,830	32,230	41,240	38,990	38,990	
0111	Fringes	21,021	24,760	21,860	25,070	25,170	25,220	
0115	Schools/Seminars/Training	0	0	0	500	500	500	
0123	Auto Allowance	450	450	450	450	450	450	
0202	Outside Printing	1,356	1,300	1,300	1,400	1,400	1,400	
0203	Postage	133	350	130	200	200	200	
0204	Conference & Meetings	150	500	250	0	0	0	
0207	Dues & Memberships	7,332	8,110	8,110	8,500	8,500	8,500	
0218	Maintenance of Software	138	80	80	80	80	80	
0227	Cellular Telephone	789	480	480	480	480	480	
0236	Outside Services	13,131	25,100	30,000	500	500	500	
0254	Printer / Copies	64	60	60	70	70	70	
0255	IS Services / Internal	7,690	9,200	9,200	11,620	10,280	10,280	
0258	GIS Services/Internal	1,110	1,230	1,230	0	0	0	
0261	Misc Expenditures	640	400	450	400	400	400	
0262	Public Relations	68	200	260	200	200	200	
0301	Office Supplies	284	200	90	200	200	200	
0302	Inhouse Printing	0	50	0	0	0	0	
0308	Books and Periodicals	60	50	70	50	50	50	
0344	Small Equipment	0	50	0	100	100	100	
0347	Small Computer Hardware	402	50	50	0	0	0	
0531	Community Contribution	2,955	7,200	7,200	7,200	7,200	7,200	
	OPERATIONS	202,180	249,950	231,180	233,150	230,180	230,490	(19,460)
<hr/>								
CITY PUBLICATION (0202-701)								
0202	Outside Printing	23,452	25,000	27,000	30,000	30,000	30,000	
0203	Postage	8,625	9,000	9,000	9,500	9,500	9,500	
	CITY PUBLICATION	32,077	34,000	36,000	39,500	39,500	39,500	5,500
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CULTURE IMPLEMENTATION (0203-701)								
0115	Schools/Seminars/Training	806	4,550	500	0	0	0	
0236	Outside Services	0	0	0	10,000	10,000	10,000	
	CULTURE IMPLEMENTATION	806	4,550	500	10,000	10,000	10,000	5,450
<hr/>								
MAYOR'S OFFICE		235,063	288,500	267,680	282,650	279,680	279,990	(8,510)
Percent Budget Change								-2.95%

**CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES**

Department/Office: Mayor
Program: General Government

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	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
Communications Specialist	8	1.00	8	1.00
TOTAL	XXX	2.00	XXX	2.00

DEPARTMENT OF FINANCE

Department Head

Vicky K. Rasmussen, CPA

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

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 1,212,211	\$ 1,253,720	\$ 1,316,470	5.01%	\$ 1,307,010	4.25%	\$ 1,310,340	4.52%

No. of Employees (FTE)	8.67	8.67	8.67	0%	8.67	0%	8.67	0%
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Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ (9,460)

Mayor's Comments:

The Information Systems (I/S) department's 2024 budget included a request for a new Help Desk Support Technician with an annual cost of \$70,690. Due to operating budget constraints, I can not recommend a position being added in this department. Reductions to the I/S expenditure budget decrease the transfers needed from departments, as I/S allocates their costs out to all of the departments that they serve. There was a reduction of \$6,780 to the IS Services/Internal account for this department.

Because I highly value our City of Neenah employees and consider them to be our most important resource, I added a 2% cost-of-living adjustment in July 2024. This will be in addition to the already requested 1.5% step increase in January 2024. This equated to an additional \$6,320 of salary and fringe in this department.

While preparing the budget, we were at a 12% increase in health insurance. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish an overall 9.68% increase, which is a decrease of 2.32%. This will result in cost savings of \$9,000 for this department.

Council Amendment \$ 3,330

An additional 1% wage increase on July 1 to all non-union employees was approved, this will increase wage and fringe expenditures in this department by \$3,330.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Finance Operations
Program: General Government	Submitted by: Vicky K Rasmussen, CPA

Goals/Responsibilities:

Direct and control City fiscal programs. Carry out all statutory Controllershship 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 T2 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 and League of Wisconsin Municipalities. Also provide representation on the City's Board of Public Works.

2023 Accomplishments:

- Successfully issued \$15,585,000 in G.O. Promissory Notes at a True Interest Cost (TIC) of 2.9% to finance 2023 capital projects.
- City's AA/Stable bond rating was again affirmed by Standard and Poor's. 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 2022 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 37th consecutive year.
- Worked to maximize return on City's investments in a fluctuating interest rate environment, while minimizing fees and streamlining the City's banking structure.
- Completed the final audits for the closures of Tax Incremental Financing (TIF) districts 5 and 6.
- Continued to implement all requirements related to the Governmental Accounting Standards Board pronouncements, including GASB No. 87 (Leases), in the 2022 financial statements.
- Department processed approximately: Accounts Payable/Accounts Receivable/Payroll – 9,500 payment vouchers, 7,000 P-card transactions, 10,000 payroll direct deposits, 2,250 vendor checks, 250 EFT payments and 750 invoices; Treasurer/Utility Billing – 40,000 cash/check transactions, 45,500 credit card/e-check transactions, 4,600 direct deposits, 3,200 debit card transactions, 3,400 ACH transactions, 220 money orders, 10,600 property tax bills and 53,000 utility service invoices.
- Implemented Electronic Funds Transfer (EFT), ensuring efficient and secure payment to City vendors.
- Implementing, in conjunction with Information Systems department, paperless invoice approval and payment process to increase accounts payable efficiency and reduce paperwork.
- Increased efficiency, accuracy, and service provided to customers of utility billing program with use of technology and development of improved quality control measures.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Finance Operations
Program: General Government	Submitted by: Vicky K Rasmussen, CPA

2024 Goals/Plans:

- Implement an “e-notification” feature on the Click2Gov Utility Billing portal, allowing customers to sign up for email notification in lieu of a paper bill.
- Implement a paperless invoice documentation feature for City’s credit card purchase process.
- Implement a paperless journal entry process to improve efficiency and reduce waste in City’s accounting department.
- Prepare to implement all requirements related to the Governmental Accounting Standards Board new pronouncements, including GASB No. 96 (Subscription-Based IT Arrangements) in the 2023 financial statements.
- 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.
- Work with area financials for a seamless tax collection using a new system
- Continue to work on making processes paperless.

Major Increases (Decreases) in 2024 Adopted Budget:

Finance Operations:

Salaries are up due to 2024 expected wage increases, and Health Insurance is up due to an expected overall increase in premiums of approximately 12%.

Risk Management:

Overall insurance costs are up by \$15,370 which accounts for the high range (7.97% increase) of Cities and Villages Mutual Insurance Company’s (CVMIC) projected insurance rates for 2024.

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
FINANCE OPERATIONS/CAP. OUTLAY								
OPERATIONS (0501-703)								
0101	Salaries	369,756	382,070	369,490	398,230	403,590	406,400	
0103	Temporary Wages	4,030	5,000	5,000	5,000	5,000	5,000	
0110	Health Insurance	100,470	109,280	109,280	119,590	113,060	113,060	
0111	Fringes	65,966	70,350	68,060	70,630	71,590	72,110	
0115	Training	0	0	0	7,000	7,000	7,000	
0123	Auto Allowance	11	0	0	0	0	0	
0128	Empl Recognition Awards	0	0	300	0	0	0	
0202	Outside Printing	3,377	3,000	2,650	2,900	2,900	2,900	
0203	Postage	8,367	8,000	7,280	7,610	7,610	7,610	
0204	Conference & Meetings	2,378	6,100	8,500	0	0	0	
0205	Debit Card Charges	5,370	5,000	6,470	6,000	6,000	6,000	
0207	Dues & Memberships	1,715	1,740	1,180	1,700	1,700	1,700	
0210	Maintenance of Hardware	1,441	1,200	1,540	1,400	1,400	1,400	
0212	Maint of Office Equipment	0	550	550	550	550	550	
0218	Maint of Software	2,616	2,200	2,200	2,000	2,000	2,000	
0227	Cellular Telephone	740	480	660	960	960	960	
0254	Printer / Copies	3,139	3,120	3,120	3,120	3,120	3,120	
0255	IS Services / Internal	38,150	40,040	40,040	45,780	40,490	40,490	
0258	GIS Services/Internal	5,880	6,500	6,500	0	0	0	
0301	Office Supplies	2,479	2,300	2,500	2,300	2,300	2,300	
0302	Inhouse Printng/Dist Cost	0	0	0	0	0	0	
0303	Computer Oper Supplies	154	300	300	300	300	300	
0308	Books and Periodicals	431	500	500	500	500	500	
0333	All Other Supplies	53	50	60	50	50	50	
0343	Small Program Packages	0	300	300	500	500	500	
0344	Small Equipment	70	500	200	500	500	500	
0347	Small Computer Hardware	2,326	1,000	1,000	2,200	2,200	2,200	
CAPITAL OUTLAY-FINANCE								
8115	Computer Hardware Outlay	7,768	1,000	1,000	1,000	1,000	1,000	
FINANCE OPERATIONS		626,687	650,580	638,680	679,820	674,320	677,650	27,070
Percent Budget Change								4.16%
ANNUAL FINANCIAL AUDIT/GASB #34 Impl (0505-703)								
0115	Training	0	0	0	600	600	600	
0202	Outside Printing	140	400	400	400	400	400	
0203	Postage	0	60	10	70	70	70	
0204	Conference & Meetings	0	500	500	0	0	0	
0232	Accounting & Auditing	51,622	54,500	51,800	53,850	53,850	53,850	
ANNUAL FINANCIAL AUDIT		51,762	55,460	52,710	54,920	54,920	54,920	(540)
Percent Budget Change								-0.97%
RISK MANAGEMENT (0507-703)								
0204	Conference & Meetings	0	300	100	0	0	0	
0239	Misc Insurance	1,554	3,000	1,340	1,450	1,450	1,450	
0244	Pollution Insurance	6,485	7,600	7,060	7,630	7,630	7,630	
0245	Property Insurance	67,874	72,000	75,970	82,030	82,030	82,030	
0246	Liability Insurance	69,534	73,020	68,040	73,470	73,470	73,470	
0247	Auto Insurance	39,965	43,570	46,580	50,300	50,300	50,300	
0248	Boiler:Machine Insurance	5,148	6,030	5,560	6,010	6,010	6,010	
0271	Self-Insured Direct Costs	70,000	70,000	70,000	70,000	70,000	70,000	
RISK MANAGEMENT		260,560	275,520	274,650	290,890	290,890	290,890	15,370
Percent Budget Change								5.58%
PROPERTY DAMAGE (0509-703)								
0718	City Hall	0	0	14,560	0	0	0	
0721	Police	9,606	0	0	0	0	0	
0723	Fire	4,852	0	0	0	0	0	
0788	Park & Rec.	0	0	4,900	0	0	0	
0799	Undesignated	0	5,000	5,000	5,000	5,000	5,000	
PROPERTY DAMAGE		14,458	5,000	24,460	5,000	5,000	5,000	0
Percent Budget Change								0.00%

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
CENTRAL SERVICES (0515-703)								
0203	Postage	1,518	1,600	2,400	1,850	1,850	1,850	
0207	Dues & Memberships	201	300	750	750	750	750	
0212	Maint of Office Equipment	405	500	1,800	1,800	1,800	1,800	
0236	Outside Services	2,766	2,600	2,670	2,800	2,800	2,800	
0252	Rental of Equipment	900	2,000	1,800	2,000	2,000	2,000	
0301	Office Supplies	3,715	4,500	4,500	4,500	4,500	4,500	
0303	Computer Oper Supplies	0	100	0	100	100	100	
0333	All Other Supplies	0	100	0	100	100	100	
0344	Small Equipment	1,905	200	1,500	1,500	1,500	1,500	
	CENTRAL SERVICES	11,410	11,900	15,420	15,400	15,400	15,400	3,500
Percent Budget Change								29.41%

UTILITY BILLING (0525-703)								
0101	Salaries	87,980	91,030	91,030	94,590	94,590	94,590	
0110	Health Insurance	25,560	27,790	27,790	31,020	29,330	29,330	
0111	Fringes	15,490	16,710	16,710	18,070	18,070	18,070	
0115	Training	0	0	0	700	700	700	
0202	Outside Printing	2,254	2,500	0	0	0	0	
0203	Postage	24,076	23,500	24,200	25,290	25,290	25,290	
0204	Conference & Meetings	500	700	700	0	0	0	
0205	Debit Card Charges	4,717	3,500	5,500	5,700	5,700	5,700	
0236	Outside Services	9,579	8,000	9,810	12,500	12,500	12,500	
0255	IS Services / Internal	10,080	11,040	11,040	12,880	11,390	11,390	
0258	GIS Services/Internal	4,990	5,510	5,510	0	0	0	
0303	Computer Oper Supplies	0	100	100	100	100	100	
0347	Small Computer Hardware	248	200	200	200	200	200	
	UTILITY BILLING	185,474	190,580	192,590	201,050	197,870	197,870	7,290
Percent Budget Change								3.83%

WATER UTILITY (0526-703)								
0101	Salaries	41,400	42,510	42,510	44,780	44,780	44,780	
0103	Temporary Wages	1,000	1,000	1,000	1,000	1,000	1,000	
0110	Health Insurance	12,000	12,670	12,670	14,360	13,580	13,580	
0111	Fringes	7,460	7,800	7,800	8,550	8,550	8,550	
0115	Training	0	0	0	500	500	500	
0204	Conference & Meetings	0	500	500	0	0	0	
0236	Outside Services	0	200	200	200	200	200	
	WATER UTILITY	61,860	64,680	64,680	69,390	68,610	68,610	3,930
Percent Budget Change								6.08%

FINANCE	1,212,211	1,253,720	1,263,190	1,316,470	1,307,010	1,310,340	56,620
Percent Budget Change							4.52%

**CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES**

Department/Office: Finance
Program: General Government

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Director	19	1.00	19	1.00
Deputy Director	14	1.00	14	1.00
Assistant Treasurer	10	1.00	10	1.00
Payroll - A/P - A/R Coordinator	8	1.00	8	1.00
Utility Billing Coordinator	6	1.00	6	1.00
Office Manager	6	1.00	6	1.00
Accounting Clerk	6	1.00	6	1.00
Cashier	6	1.00	6	1.00
Subtotal		8.00		8.00
PART-TIME				
Cashier	6	0.67	6	0.67
TOTAL	XXX	8.67	XXX	8.67

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DEPARTMENT OF LEGAL & ADMINISTRATIVE SERVICES (DOLAS)

Department Head

David C. Rashid

Major Activities

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

Activities of the City Attorney include providing legal advice to the Mayor, Common Council and departments, and conducting all pretrials before municipal court. The City Clerk's office provides record retention and management; supervises voter registration and election administration; issues various licenses and acts as Secretary to the Council.

Operating Budget Information/Number of Employees

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 487,825	\$ 548,050	\$ 607,020	10.76%	\$ 602,270	9.89%	\$ 604,020	10.21%
No. of Employees (FTE)	4	4	4	0%	4	0%	4	0%

Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ (4,750)

Mayor's Comments:

The Information Systems (I/S) department's 2024 budget included a request for a new Help Desk Support Technician with an annual cost of \$70,690. Due to operating budget constraints, I can not recommend a position being added in this department. Reductions to the I/S expenditure budget decrease the transfers needed from departments, as I/S allocates their costs out to all of the departments that they serve. There was a reduction of \$3,750 to the IS Services/Internal account for this department.

Because I highly value our City of Neenah employees and consider them to be our most important resource, I added a 2% cost-of-living adjustment in July 2024. This will be in addition to the already requested 1.5% step increase in January 2024. This equated to an additional \$3,500 of salary and fringe in this department.

While preparing the budget, we were at a 12% increase in health insurance. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish an overall 9.68% increase, which is a decrease of 2.32%. This will result in cost savings of \$4,500 for this department.

Council Amendment \$ 1,750

An additional 1% wage increase on July 1 to all non-union employees was approved, this will increase wage and fringe expenditures in this department by \$1,750.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Department of Legal and Administrative Services (DOLAS)/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, conduct 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, Finance and Personnel Committee, and Board of Public Works meetings as well as other committee meetings as requested. Assist in administrative appeals before the Common Council or delegated committees by either prosecuting the City's interest in the matter or advising the appeal tribunal regarding issues of administrative procedure and due process consideration. Act as voting 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 legal department's paralegal, and the City Clerk's Office.

2023 Accomplishments:

- Completed transition into City Attorney role
- Interviewed and hired a paralegal to assist in DOLAS.
- Met with department heads and other key figures.
- Negotiated further terms of agreement for ramp site property acquisition (from First Presbyterian Church)
- Assisted with multiple residential occupancy permits within the City.
- Continued to defend the City against claims by the residents over various matters/properties.
- Successfully defended Police Chief together with outside counsel in the defense of the police department by two claimants from Wausau, WI.
- Successfully prosecuted scores of Municipal Court ordinance and other violations cases pending.
- Assisted Code Enforcement officer in review and completion of all new long form complaints.
- Attended and participated in numerous meetings of deliberative boards.
- Negotiated a multi-year contract with the Neenah Joint School District for provision of two School Resource Officer personnel for 2023-2026 school years.
- Completed preliminary but comprehensive research into the issue of public trust doctrine as relates to revision of conceptual plan for Arrowhead district and eventual redevelopment thereon.
- Co-authored major revisions to the City's Sign Code ordinance, Chapter 24.
- Co-authored new policies for use of social media and use of technology.
- On-going negotiations with police union to secure various side-letter agreements (amendments to collective bargaining agreement).
- Assisted fire department with various employee disciplinary matters/issues.
- Review and defense of various pending litigation matters, including securing dismissal of Lamar Central Outdoor suit, and a majority win on Wisconsin Realtors Association v. City (tourist housing).

2024 Goals/Plans:

- Continue work to update and create necessary City policies, as needed.
- Continue to prosecute municipal court citations and other enforcement matters.
- Establish and formalize appeal procedures for dangerous animal, and other appealable violations contemplated by the Code.
- Complete revision and passage of new Sign Code ordinance (repealing and replacing Chapter 24 where needed).
- Attend and participate in one or two major, municipal educational conferences.
- Assist in defense of litigation filed against the City.

Major Increases and Decreases in 2024 Adopted Budget:

Overall, when including all costs attributable to the City Attorney's office operations, the City Attorney's budget shows a slight net decrease in budget expenditures 2024 over 2023. Increases are due primarily to Salaries and Fringes.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Department of Legal and Administrative Services (DOLAS)/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.

2023 Accomplishments:

- 2023 Board of Review in a revaluation year
- Administered two elections Spring Primary and Spring Election
- Hired and Trained new Deputy Clerk
- Continued Chief Inspector and Poll Worker 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.

2024 Goals/Plans:

- Administer four elections including Spring Primary, Spring (Presidential Preference), Partisan Primary Election, General (Presidential) Election.
- Continue training Chief Inspectors and Poll Workers on the election process and Badger Books.
- 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 including new absentee ballot process.
- Continued education and training new Deputy Clerk on all aspects of the position.
- Continue working on implementation of new indexing system for ordinances, resolutions, agreement, etc. including electronic scanning of records.
- 2024 Board of Review.

Major Increases (Decreases) in 2024 Adopted Budget:

City Clerk.

- Dues & Memberships: Increase due to 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

- Temporary Wages: Increased to \$52,200 (+\$27,200) due to (4) Elections in 2024.
- Outside Services: Increased to \$10,000 (+\$6,500) due to newly required absentee ballot envelopes as well as possible polling location rental fee for two polling location that are not large enough to host a presidential election.
- Postage: Increased to \$20,000 (+\$16,000) due to postage rate increase as well as an increase in the number of mail-in absentee ballot requests.

Board of Review

There are no major changes for Board of Review. Since 2023 was a revaluation year, it is anticipated that 2024 will be a typical year of Board of Review.

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
LEGAL & ADMINISTRATIVE SERVICES								
<u>CITY ATTORNEY OPERATION (0901-705)</u>								
0101	Salaries	124,497	171,810	164,100	172,790	174,510	175,350	
0103	Temporary Wages	0	0	0	0	0	0	
0110	Health Insurance	32,240	36,830	36,830	41,240	38,990	38,990	
0111	Fringes	21,349	29,400	28,080	30,470	30,770	30,930	
0115	Schools/Seminars/Training	345	550	1,500	6,600	6,600	6,600	
0123	Auto Allowance	0	200	200	200	200	200	
0202	Outside Printing	327	50	500	100	100	100	
0203	Postage	72	100	250	250	250	250	
0204	Conferences & Meetings	2,682	6,000	3,000	0	0	0	
0207	Dues & Memberships	1,362	2,500	2,500	2,500	2,500	2,500	
0218	Maint of Software	445	90	150	200	200	200	
0227	Cellular Telephone	464	960	960	960	960	960	
0236	Outside Services	3,020	0	0	0	0	0	
0238	Professional Services	41	300	300	1,000	1,000	1,000	
0254	Printer / Copies	519	490	500	500	500	500	
0255	IS Services / Internal	12,980	13,650	13,650	15,910	14,070	14,070	
0258	GIS Services/Internal	8,100	8,950	8,950	0	0	0	
0261	Misc Expenditures	0	50	100	100	100	100	
0301	Office Supplies	568	450	600	500	500	500	
0302	Inhouse Printing	0	10	0	10	10	10	
0303	Computer Oper Supplies	0	50	0	50	50	50	
0308	Books and Periodicals	5,580	4,800	4,800	4,800	4,800	4,800	
0343	Small Program Packages	0	750	500	750	750	750	
0344	Small Equipment	0	200	100	200	200	200	
0347	Small Computer Hardware	0	500	250	500	500	500	
	CITY ATTORNEY OPERATIONS	214,591	278,690	267,820	279,630	277,560	278,560	(130)
<hr/>								
<u>EXTERNAL LEGAL SERVICES (0905-705)</u>								
0238	Professional Services	3,339	2,000	0	0	0	0	
	PROSECUTION/EXTERNAL LEGAL SERVICES	3,339	2,000	0	0	0	0	(2,000)

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
CITY CLERK OPERATIONS (0915-705)								
0101	Salaries	110,844	124,300	115,280	127,000	128,260	128,890	
0103	Temporary Wages	0	0	5,400	5,400	5,400	5,400	
0110	Health Insurance	32,240	36,830	36,830	41,240	38,990	38,990	
0111	Fringes	19,489	22,830	21,170	23,140	23,360	23,480	
0115	Schools/Seminars/Training	416	1,500	1,000	2,500	2,500	2,500	
0123	Auto Allowance	58	100	0	100	100	100	
0202	Outside Printing	397	200	1,000	1,000	1,000	1,000	
0203	Postage	842	1,500	1,000	1,000	1,000	1,000	
0204	Conferences & Meetings	79	1,000	350	0	0	0	
0207	Dues & Memberships	115	350	350	350	350	350	
0212	Maint of Office Equipment	0	100	100	100	100	100	
0218	Maint of Software	143	150	150	150	150	150	
0227	Cellular Telephone	475	480	480	480	480	480	
0235	Outside Software Services	0	100	0	0	0	0	
0236	Outside Services	1,874	6,000	5,000	5,000	5,000	5,000	
0254	Printer / Copies	2,075	1,950	1,950	1,950	1,950	1,950	
0255	IS Services / Internal	10,720	16,030	16,030	16,500	14,590	14,590	
0258	GIS Services/Internal	6,660	7,360	7,360	0	0	0	
0301	Office Supplies	521	1,000	1,000	1,000	1,000	1,000	
0303	Computer Oper Supplies	0	250	250	250	250	250	
0308	Books and Periodicals	219	600	600	600	600	600	
0318	Maps and Records	900	600	600	600	600	600	
0333	All Other Supplies	163	200	200	200	200	200	
0344	Small Equipment	135	200	200	200	200	200	
0347	Small Computer Hardware	21	250	250	250	250	250	
	CITY CLERK OPERATIONS	188,386	223,880	216,550	229,010	226,330	227,080	3,200
ELECTIONS (0916-705)								
0103	Temporary Wages	43,399	25,000	17,880	52,200	52,200	52,200	
0111	Fringes	1,823	930	670	2,090	2,090	2,090	
0202	Outside Printing	2,964	1,000	480	1,000	1,000	1,000	
0203	Postage	15,034	4,000	5,050	20,000	20,000	20,000	
0206	Advertising & Publication	468	300	130	500	500	500	
0212	Maint of Office Equipment	4,201	5,500	4,520	5,500	5,500	5,500	
0236	Outside Services	9,915	3,500	2,880	10,000	10,000	10,000	
0301	Office Supplies	1,290	500	1,170	1,000	1,000	1,000	
0303	Computer Oper Supplies	19	200	0	200	200	200	
0333	All Other Supplies	666	400	0	1,000	1,000	1,000	
0342	Tech Service Supplies	0	300	0	3,000	3,000	3,000	
0344	Small Equipment	429	200	160	200	200	200	
	ELECTIONS	80,208	41,830	32,940	96,690	96,690	96,690	54,860
BOARD OF REVIEW (0917-705)								
0103	Temporary Wages	1,100	1,100	2,500	1,100	1,100	1,100	
0111	Fringes	16	20	50	20	20	20	
0115	Schools/Seminars/Training	45	100	140	140	140	140	
0203	Postage	0	30	30	30	30	30	
0206	Advertising & Publication	128	150	150	150	150	150	
0236	Outside Services	0	200	200	200	200	200	
0333	All Other Supplies	12	50	50	50	50	50	
	BOARD OF REVIEW	1,301	1,650	3,120	1,690	1,690	1,690	40
LEGAL & ADMIN SERVICES								
		487,825	548,050	520,430	607,020	602,270	604,020	55,970
						Percent Budget Change		10.21%

**CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES**

Department/Office:
Legal & Administrative
Program:
General Government

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly		Grade/Monthly	
	Sal./Hr. Rate	No.	Sal./Hr. Rate	No.
FULL TIME				
City Attorney	21	1.00	21	1.00
Legal Assistant/Paralegal	8	1.00	8	1.00
City Clerk	13	1.00	13	1.00
Deputy Clerk	7	<u>1.00</u>	7	<u>1.00</u>
Subtotal		4.00		4.00
TOTAL	XXX	4.00	XXX	4.00

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DEPARTMENT OF HUMAN RESOURCES AND SAFETY

Department Head

Amy Fairchild

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

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 285,412	\$ 305,970	\$ 316,690	3.50%	\$ 316,010	3.28%	\$ 318,060	3.95%

No. of Employees (FTE)	2.6	2.6	2.6	0%	2.6	0%	2.6	0%
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Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ (680)

Mayor's Comments:

The Information Systems (I/S) department's 2024 budget included a request for a new Help Desk Support Technician with an annual cost of \$70,690. Due to operating budget constraints, I can not recommend a position being added in this department. Reductions to the I/S expenditure budget decrease the transfers needed from departments, as I/S allocates their costs out to all of the departments that they serve. There was a reduction of \$1,920 to the IS Services/Internal account for this department.

Because I highly value our City of Neenah employees and consider them to be our most important resource, I added a 2% cost-of-living adjustment in July 2024. This will be in addition to the already requested 1.5% step increase in January 2024. This equated to an additional \$2,370 of salary and fringe in this department.

While preparing the budget, we were at a 12% increase in health insurance. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish an overall 9.68% increase, which is a decrease of 2.32%. This will result in cost savings of \$1,130 for this department.

Council Amendment \$ 2,050

An additional 1% wage increase on July 1 to all non-union employees was approved, amounting to a \$1,210 increase of wages and fringe. In addition, a wage scale implementation adjustment was approved increasing wage and fringe expenditures by \$840.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Human Resources and Safety	Budget: Human Resources and Safety
Program: General Government	Submitted by: Amy Fairchild

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.

2023 Accomplishments:

- Filled several vacancies including the hiring and onboarding of a new Finance Director, Library Director, and Human Resources Director.
- In collaboration with our benefit broker, M3 insurance, an update to our plan structure was provided to assist with reduced costs within the health insurance. This is year two of three of the agreed contract which includes a rate cap.
- Worked with M3 insurance to enhance employee benefits with ancillary products to be offered in 2024.
- Completion of the salary plan review and appeals process as conducted by Carlson Dettman Consulting.
- Formulated a pay plan policy in alignment with the pay study to mitigate market decline and outline forward progression.
- Worked with Utech group at the request of the Mayor to develop a culture initiative for the City.
- 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
- Completed an assessment of employee clinic to determine cost saving solutions and strategies
- 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

2024 Goals/Plans:

In addition to activities listed above, assist in the onboarding of a new Fire Chief. Continue standardization of work progress for HR processes and procedures. Large focus on revision of the City's performance evaluation process and updating policies and procedures in alignment with best practices and the City's Mission and Values. Enhanced focus on employee engagement, talent attraction and retention.

Major Increases (Decreases) in 2024 Adopted Budget:

Salaries and Fringe are up due to 2024 expected wage increases.

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
HUMAN RESOURCES & SAFETY								
OPERATIONS (1001-707)								
0101	Salaries	167,663	198,780	198,900	204,900	206,930	208,650	
0103	Temporary Wages	24,690	1,500	3,810	0	0	0	
0110	Health Insurance	12,240	18,410	18,410	20,620	19,490	19,490	
0111	Fringes	33,752	33,900	34,310	34,710	35,050	35,380	
0115	Schools/Seminars/Training	901	500	500	4,200	4,200	4,200	
0123	Auto Allowance	231	150	400	500	500	500	
0128	Empl Recognition Awards	0	0	700	0	0	0	
0203	Postage	489	350	300	400	400	400	
0204	Conferences & Meetings	2,735	3,000	3,000	0	0	0	
0206	Advertising & Publication	3,022	7,500	8,460	7,000	7,000	7,000	
0207	Dues & Memberships	80	350	400	630	630	630	
0218	Maint of Software	143	130	130	130	130	130	
0227	Cellular Telephone	1,046	480	800	750	750	750	
0236	Outside Services	15,524	10,500	9,000	10,000	10,000	10,000	
0254	Printer / Copies	2,222	2,180	2,180	2,180	2,180	2,180	
0255	IS Services / Internal	11,500	14,270	14,270	16,590	14,670	14,670	
0258	GIS Services/Internal	670	740	740	0	0	0	
0264	Drug & Alcohol Testing	1,735	2,500	2,500	3,000	3,000	3,000	
0265	EE Safety Compliance Acct	5,313	9,500	9,500	9,500	9,500	9,500	
0301	Office Supplies	949	650	650	1,000	1,000	1,000	
0302	Inhouse Printing	0	30	30	30	30	30	
0303	Computer Oper Supplies	0	50	50	50	50	50	
0308	Books and Periodicals	0	50	50	50	50	50	
0347	Small Computer Hardware	507	450	450	450	450	450	
HUMAN RESOURCES & SAFETY		285,412	305,970	309,540	316,690	316,010	318,060	12,090
Percent Budget Change								3.95%

CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES

Department/Office:
Human Resources & Safety
Program:
General Government

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly		Grade/Monthly	
	Sal./Hr. Rate	No.	Sal./Hr. Rate	No.
FULL TIME				
Director	19	1.00	19	1.00
PART TIME				
HR Admin. Asst (.80 FTE)	8	0.80	8	0.80
Recruiter / HR Coordinator	9	0.80	9	0.80
TOTAL	XXX	2.60	XXX	2.60

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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). This includes all building and grounds upkeep, 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

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 298,645	\$ 301,850	\$ 320,610	6.22%	\$ 320,420	6.15%	\$ 320,820	6.28%
No. of Employees (FTE)	0.95	0.95	0.95	0%	0.95	0%	0.95	0%

Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ (190)

Mayor's Comments:

Because I highly value our City of Neenah employees and consider them to be our most important resource, I added a 2% cost-of-living adjustment in July 2024. This will be in addition to the already requested 1.5% step increase in January 2024. This equated to an additional \$800 of salary and fringe in this department.

While preparing the budget, we were at a 12% increase in health insurance. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish an overall 9.68% increase, which is a decrease of 2.32%. This will result in cost savings of \$990 for this department.

Council Amendment \$ 400

An additional 1% wage increase on July 1 to all non-union employees was approved, this will increase wage and fringe expenditures in this department by \$400.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Public Works	Budget: Municipal Building Operations
Program: General Government	Submitted by: 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.

2023 Accomplishments:

- Completed the Hauser Room remodeling.
- Completed the 2nd Floor Conference Room Remodeling.
- Started HVAC system upgrade.
- Completed the elevator upgrade.
- Continued arrangements to televise Common Council meetings.

2024 Goals/Plans:

- Continue addressing handicapped accessibility issues.
- Complete projects identified in the capital improvement program.

Major Increases (Decreases) in 2024 Adopted Budget:

- Increased Safety Supplies to place additional AEDs and sharps containers in the building.
- Increased Temporary Wages to reflect an increase in the hourly rate of pay to \$15/hour.

**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.

2023 Accomplishments:

- Maintained facility.

2024 Goals/Plans:

- Maintain facility.
- Continue to coordinate maintenance of Training Center with Information Systems and Neenah-Menasha Fire Rescue.

Major Increases (Decreases) in 2024 Adopted Budget: None

**Monument Maintenance
(010-1803)**

Goals/Responsibilities:

Maintain and repair the City's monuments, including the Clock Tower and streetscape sculptures.

2023 Accomplishments:

- Maintained items as appropriate.
- Replaced the controller for the clock tower.

2024 Goals/Plans:

- Maintain items as appropriate.

Major Increases (Decreases) in 2024 Adopted Budget: None

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

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

**Capital Outlay
(010-1881)**

Goals/Responsibilities:

Purchase furniture and other equipment as needed to maintain an efficient and ergonomic work environment.

2023 Accomplishments:

- Purchased furniture and equipment as per budget.

2024 Goals/Plans:

- Purchase equipment as per budget.

Major Increases (Decreases) in 2024 Adopted Budget:

- Increased request to account for purchases that may be needed for the training center furniture.

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
MUNICIPAL BUILDING								
OPERATIONS (1801-709)								
0101	Salaries	57,800	60,780	60,770	62,470	63,140	63,480	
0103	Temporary Wages	1,238	6,000	6,000	7,500	7,500	7,500	
0104	Overtime Wages	0	150	150	150	150	150	
0110	Health Insurance	16,200	16,210	16,210	18,200	17,210	17,210	
0111	Fringes	10,924	12,530	12,530	13,020	13,150	13,210	
0213	Maint of Motor Vehicles	33	100	50	100	100	100	
0214	Maintenance of Buildings	18,828	30,000	30,000	30,000	30,000	30,000	
0216	Maint of Operating Equip	2,022	2,000	6,000	2,000	2,000	2,000	
0218	Software Maintenance	0	200	200	200	200	200	
0219	Maintenance of Land	2,815	1,600	3,200	3,200	3,200	3,200	
0221	Telephone	12,867	12,000	11,000	12,000	12,000	12,000	
0222	Electricity	52,431	51,500	54,000	54,000	54,000	54,000	
0223	Natural Gas	18,427	12,500	16,000	16,000	16,000	16,000	
0224	Water & Sewer	2,998	3,450	3,450	3,450	3,450	3,450	
0225	Commercial Dumpster	970	1,000	1,000	1,000	1,000	1,000	
0226	Storm Water	1,386	1,390	1,390	1,390	1,390	1,390	
0236	Outside Services	50,969	45,000	47,000	48,000	48,000	48,000	
0237	Pest Control	1,211	1,000	1,000	1,000	1,000	1,000	
0293	Maint of Motor Veh/Fleet	2,637	1,500	2,700	1,650	1,650	1,650	
0294	Oil and Fluids/Fleet	116	80	80	90	90	90	
0296	Maint of Equipment/Fleet	0	400	400	440	440	440	
0301	Office Supplies	6	100	130	100	100	100	
0302	Inhouse Printing	0	10	10	10	10	10	
0303	Computer Operating Supply	271	150	150	150	150	150	
0306	Cleaning/Janitor Supplies	8,090	10,000	8,000	9,000	9,000	9,000	
0310	Gasoline & Oil	2,393	1,800	2,000	2,000	2,000	2,000	
0313	Vehicle Maint Supplies	0	50	50	50	50	50	
0314	Building Maint. Supplies	3,225	4,000	4,000	4,000	4,000	4,000	
0315	Land Maintenance Supplies	49	300	400	300	300	300	
0316	Equip. Maint. Supplies	452	300	300	300	300	300	
0319	Safety Supplies	561	250	1,910	2,000	2,000	2,000	
0320	Small Tools	2,418	2,500	2,000	2,500	2,500	2,500	
0333	All Other Supplies	2,904	2,200	2,200	2,200	2,200	2,200	
0344	Small Equipment	373	1,200	200	1,200	1,200	1,200	
0345	Shop Supplies	1,010	1,000	1,000	1,000	1,000	1,000	
	OPERATIONS	275,624	283,250	295,480	300,670	300,480	300,880	17,630
TRAINING/REDUNDANT DATA (1802-709)								
0103	Temporary Wages	0	100	100	0	0	0	
0111	Fringes	0	10	0	0	0	0	
0214	Maintenance of Buildings	4,589	2,750	2,750	2,750	2,750	2,750	
0216	Maint of Operating Equip	0	200	200	200	200	200	
0219	Maintenance of Land	0	150	150	150	150	150	
0222	Electricity	4,364	3,900	3,900	3,900	3,900	3,900	
0223	Natural Gas	2,186	1,200	1,900	1,900	1,900	1,900	
0224	Water & Sewer	272	240	280	280	280	280	
0225	Commercial Dumpster	16	180	40	40	40	40	
0226	Storm Water	306	470	250	250	250	250	
0236	Outside Services	2,199	1,200	1,200	1,200	1,200	1,200	
0237	Pest Control	118	120	130	120	120	120	
0306	Cleaning/Janitor Supplies	514	350	350	350	350	350	
0314	Building Maint. Supplies	15	100	100	100	100	100	
0333	All Other Supplies	3	50	50	50	50	50	
	TRAINING/REDUNDANT DATA	14,582	11,020	11,400	11,290	11,290	11,290	270

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>MONUMENT MAINTENANCE (1803-709)</u>								
0102	Hourly Wages	82	0	400	0	0	0	
0111	Fringes	15	0	80	0	0	0	
0222	Electricity	1,518	1,290	1,300	1,360	1,360	1,360	
0226	Storm Water	84	90	90	90	90	90	
0236	Outside Services	0	100	100	100	100	100	
0333	All Other Supplies	405	100	100	100	100	100	
	MONUMENT MAINTENANCE	2,104	1,580	2,070	1,650	1,650	1,650	70
<u>CAPITAL OUTLAY (1881-709)</u>								
8108	Office Furniture & Equip.	3,094	4,000	4,000	5,000	5,000	5,000	
8133	All Other Equipment	3,241	2,000	2,000	2,000	2,000	2,000	
	CAPITAL OUTLAY	6,335	6,000	6,000	7,000	7,000	7,000	1,000
MUNICIPAL BUILDING		298,645	301,850	314,950	320,610	320,420	320,820	18,970
Percent Budget Change								6.28%

CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES

Department/Office:
Public Works
Program:
General Government

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Buildings Manager	11	0.95	11	0.95
TOTAL	XXX	0.95	XXX	0.95

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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 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, traffic and pedestrian safety, and order maintenance. Supporting programs and services include animal control, nuisance abatement, neighborhood watch, "Charlie Check-First", school crossing guards, school liaison officers, honor guard, and many others. We staff a full-time crime prevention officer, a drug enforcement officer, two school liaison officers, a training officer, on-call emergency response and tactical teams, and an investigative team, as well as many other specialty assignments.

Operating Budget Information/Number of Employees

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 7,344,947	\$ 7,900,885	\$ 8,654,320	9.54%	\$ 8,435,830	6.77%	\$ 8,441,820	6.85%
No. of Employees (FTE)	55.2	56.2	58.2	3.56%	57.2	1.78%	57.2	1.78%

Budget Adjustments

Increases (Decreases) to Expenditures Requested

<u>Mayor Recomemended</u>	\$ (218,490)
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Mayor's Comments:

The Information Systems (I/S) department's 2024 budget included a request for a new Help Desk Support Technician with an annual cost of \$70,690. Due to operating budget constraints, I can not recommend a position being added in this department. Reductions to the I/S expenditure budget decrease the transfers needed from departments, as I/S allocates their costs out to all of the departments that they serve. There was a reduction of \$29,430 to the IS Services/Internal account for this department.

Because I highly value our City of Neenah employees and consider them to be our most important resource , I added a 2% cost-of-living adjustment in July 2024 for non-union employees. This will be in addition to the already requested 1.5% step increase in January 2024. This equated to an additional \$26,250 of salary and fringe in this department.

The Police Department's 2024 budget included the request to add two additional staff positions. Those positions with costs are Police Captain (\$73,760) to begin July 2024 and an Investigator (\$129,550) for the full 2024 budget year. While the safety of our community is paramount, operating budget constraints have led me to recommend only one of the two requested positions. I recommend funding a new Investigator position to begin in July versus January. This will equate to a cost of \$64,775 for the half of a year, and will be a savings of \$138,540 for this budget.

While preparing the budget, we were at a 12% increase in health insurance. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish an overall 9.68% increase, which is a decrease of 2.32%. This will result in cost savings of \$83,130 for this department.

Council Amendment	\$	5,990
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An additional 1% wage increase on July 1 to all non-union employees was approved, this will increase wage and fringe expenditures in this department by \$5,990.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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

One of the most unfortunate trends in America is the rise of mental health calls, and Neenah is not immune to this. With the rise of mental health calls, Mayor Lang, Alderman John Skyrms and the Neenah Police Command Staff worked diligently to add a Behavioral Health Officer (BHO) to the department's staff, which was approved by the Common Council.

The purpose of the BHO is to ensure the Neenah Police Department's mental health response is efficient and effective. The BHO will intervene with mental health calls for service as early as possible to help de-escalate and coordinate mental health services to people of need in the City of Neenah.

The Behavioral Health Officer's main objective will be to help those with mental health concerns. Additionally, the BHO will:

- Respond to critical incidents regarding persons experiencing mental health crisis'
- Work directly with citizens to help them in receiving the appropriate services
- Work in partnership with various mental health care professionals and governmental support agencies, including the Winnebago County Human Services Crisis workers
- Communicate with ISU and Patrol regarding persons who have frequent police contact due to mental health issues and help seek resolutions
- Conduct training for Neenah PD staff regarding mental health topics, as needed
- Review mental health police reports and set up appropriate response plans
- Evaluate the effectiveness of current practices and policies
- Represent the Neenah Police Department's interests in mental health related meetings/committees with local health care systems, organizations, hospitals and governmental support agencies
- Prepare and give presentations to schools, organizations and community leaders on issues related to the position duties
- Attend training programs and conferences relating to assigned responsibilities
- Provide input for mental health related policies of the department and recommend changes when necessary due to the changing interagency practices and agreements
- Prepare a weekly, monthly and yearly report outlining the efforts of the BHO

In 2023, the Neenah Police Department hired four new patrol officers and three new Community Service Aides.

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

Below is a chart that shows the number of calls for service per year versus the number of sworn officers. This highlights that calls continue to increase over the years as the number of officers to answer these calls has remained constant.

Year	Calls for service	Number of authorized sworn staff
1982	unknown	43
1990	8,856	42
2006	16,380	40
2007	17,805	40
2008	17,769	40
2009	18,459	41
2010	17,794	41
2011	18,129	41
2012	17,234	41
2013	18,902	41
2014	17,872	40
2015	18,915	40
2016	20,217	40
2017	21,395	41
2018	22,463	41
2019	20,556	41
2020	20,507	41
2021	25,721	41
2022	25,596	41 *42 in July of 2022

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

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

2023 Accomplishments

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

Other accomplishments over the past year include the following:

- Celebrated and honored the department’s history and 150th anniversary in 2023
- Orchestrated the 150th Anniversary Community Treasure Hunt each week throughout the year
- Enhanced the department’s employee wellness program
- Participated in the annual Police Lights of Christmas events
- 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 the Fox Valley Technical College, to include free training space for equipment donation
- Participated in all Child Abduction 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
- Worked to enhance our partnership with the Neenah Animal Shelter
- Participated in city-wide emergency operations training
- Streamlined report process to make it more time efficient, which is an ongoing task
- Assisted with statewide child forensic interview training
- Improved the department’s lost and found program
- 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 other local law enforcement agencies
- Hired four new police officers and sent two of them to the Police Academy
- Hired three new Community Service Aides
- Completed one specialty process for the position of School Resource Officer
- Completed one specialty process for the position of Investigator
- Completed one specialty process for the position of Crime Analyst/Investigator
- Completed one specialty process for the position of Narcotic Investigator
- Completed one specialty process for the position of Behavioral Health Officer
- Completed one specialty process for the position of Professional Standards Lieutenant
- Continued our voluntary fitness incentive challenge program
- 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.
- Sent one supervisor to the Wisconsin Command College
- Sent employees to various training courses and seminars to enhance their skills and knowledge
- Obtained two new patrol e-bikes which were possible through a donation from the Neenah Rotary
- Purchased a new Virtual Reality training tool through a grant, which will enhance our training
- Take home cars were approved for all our non-patrol members
- Transitioned to a better parking software
- Signed a new contract with the Neenah Joint School District to keep two School Resource Officers in the City of Neenah
- Upgraded the female locker room
- Broke ground on our new training center
- Maintained our accreditation status

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
SUPPLEMENTARY DETAIL WORKSHEET FOR
GENERAL EXPENSE & CAPITAL OUTLAY**

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

- Took over patrol on a section of Highway 41 to assist the Winnebago County Sheriff's Office
- Started a new and improved way to register bicycles

2024 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
- Create a Citizen's Police Academy to help our citizens understand law enforcement procedures and policies
- Keep expenses at or below median for municipalities with a population of 17,500-30,000
- Add one Captain to our staff to oversee our Patrol Division
- Add one Investigator to our Investigative Services Unit
- Completion of the new training facility

Major Increases (Decreases) in 2024 Adopted Budget:

\$271,770 increase in Salaries (0101) due to annual increases

\$20,000 increase in Overtime (0104) due to coverage for patrol operations and various events

\$15,000 decrease in Clothing Allowance (0117) due to new sworn officer contract

\$2,000 increase in Building Maintenance (0214) due to the new training center expansion

\$1,570 increase in Electricity (0222) due to a larger structure footprint in 2024

\$3,400 increase in Natural Gas (0223) due to a larger structure footprint in 2024

\$5,260 increase in Cellular Telephone (0227) due to cellular data for various devices

\$14,850 increase in IS Service/Internal (0255) per Information Services Department

\$1,700 decrease in Maintenance of Motor Vehicle/Fleet (293) due the assistance of the internal Fleet Manager

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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	<u>Office Furniture and Equipment</u>		\$5,000
	<u>Office Furniture Replacement</u> Replacement of chairs, tables, and desks as necessary	\$5,000	
8113	<u>Communication Equipment</u>		\$3,000
	Portable Radio Encryption	\$3,000	
8115	<u>Computer Hardware Outlay</u> 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	<u>All Other Equipment</u>		\$34,900
	<u>Batshields (Patrol) x2</u> Replace two expired patrol based ballistic shields, \$3,000 each	\$6,000	
	<u>Automated External Defibrillators x3</u> Replace as needed, \$1,700 each	\$5,100	
	<u>Rifles x4</u> Replacing older weapon platforms, \$1,300 each	\$5,200	
	<u>Suppressors x8</u> Replacing older devices, \$1000 each	\$8,000	
	<u>Intruder G2 Ballistic Shields x2</u> Replace two ballistic shields since they expire in 2024 - \$3060 each	\$6,120	
	<u>Ballistic Helmets x13</u> Replacing expired patrol based ballistic helmets - \$345 each	\$4,480	

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Police	Budget: Police Firing Range
Program: Public Safety	Submitted by: 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
- 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

2023 Accomplishments

- Maintained 100% compliance with State of Wisconsin Handgun standards
- Utilized training tower at Station 31
- Conducted longer distance range training at FVTC PSTC (officers proved they could engage threat out to 300 yards away with patrol rifles)
- Continued to implement Micro Red Dot Sight (MRDS) program for duty use for handguns

2024 Goals/Plans

- Maintain 100% compliance with State of Wisconsin Handgun Standards
- Continue to transition officers to Micro Red Dot Sight (MRDS) system on their issued handguns
- Begin to utilize the Neenah Training Center to enhance officer's firearm decision making and safety skills

Major Increases/Decreases in 2024 Adopted Budget:

\$8,100 increase in All Other Supplies (0333) due to having our own range in 2024 (air filters, lead cleaning, etc.)

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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

2023 Accomplishments: (These statistics are only from January to June 2023)

- So far during the 2023 school year, School Resource Officers (SROs) had a total of 352 reported calls for service (when case number was assigned) between Officer Nate Franzke, Officer Robert Ross and Officer Erica Geschrei.
- SRO Franzke issued 93 citations, SRO Ross issued 3 citations and SRO Erica Geschrei issued 25 citations between January 2022 and June 2022
- Officers gave numerous in-class presentations: SRO Geschrei gave presentations, both in person and virtually, to over 750 students throughout the year. SRO Franzke gave in person presentations to over 300 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 16 juvenile referrals that the SROs completed between January and June of 2023.

- 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

2024 Goals/Plans:

- Continue our excellent working relationship with the NJSD
- 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 2024 Adopted Budget:

\$2,180 increase in IS Service/Internal (0255) per Information Services Department projections

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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

2023 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 2023 for Crossing Guard Appreciation Week
- Maintained a pool of several alternate crossing guards to fill open shifts

2024 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 annual evaluations for each crossing guard after the 2023-24 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 2025-26 school year.

Major Increases/Decreases in 2024 Adopted Budget:

No Major Changes

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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; 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).

2023 Accomplishments:

- A new spreadsheet was implemented to better track statistics the reporting program did not offer. The data from this spreadsheet helps identify patterns and trends for code enforcement activities.
- In 2022, 2,059 total inspections were performed, and 714 new cases were started. Additionally, 73% of code enforcement cases were closed without having to issue any fees or citations. So far in 2023, the rate for cases being closed without fees or citations is 81%.
- The Code Enforcement Standard Processes Guide was created and continues to be updated, as needed.
- Code Enforcement Officer was awarded the Exemplary Performance Award from the mayor's office.

2024 Goals/Plans:

- An updated spreadsheet is keeping track of how complaints are received. This can show who is complaining (citizens, other employees, self-initiated, etc.) and where those complaints are concentrated. This can help code enforcement identify where efforts are needed and hopefully reduce the number of complaints that are coming in.
- Continue to update the Code Enforcement Standard Process Guide, as needed.
- Work towards reducing the number of citizen complaints.
- Address repeat offender properties and keep closer tabs on them when there is no active case to ensure they do not get out of hand again.

Major Increases/Decreases in 2024 Adopted Budget:

\$2,600 Decrease in Postage (0203) based on program evaluation from department transformation.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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:

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

2023 Accomplishments:

- Provided more regularly scheduled coverage for parking enforcement and CSA staffing
- Hired three more CSAs
- Created a new CSA manual and training guides
- Implemented a new evaluation form
- Focused on additional training

2024 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 2024 Adopted Budget:

Outside Services (0236) Increase of \$6,500 due to increased costs at the Neenah Animal Shelter

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Police	Budget: K9 Program
Program: Public Safety	Submitted by: 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

2023 Accomplishments:

- 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

2024 Goals/Plans:

- Transition to one patrol dog
- Organize an annual fundraising event

Major Increases/Decreases in 2024 Adopted Budget:

No major changes

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
POLICE OPERATIONS/CAP. OUTLAY								
<u>POLICE OPERATIONS (2101-711)</u>								
0101	Salaries	3,827,091	4,095,860	3,973,650	4,445,410	4,362,580	4,367,630	
0103	Temporary Wages	2,812	3,000	3,000	3,000	3,000	3,000	
0104	Overtime Wages	405,291	330,000	429,000	350,000	350,000	350,000	
0105	Reimbursement Wage/Fringe	(39,264)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	
0106	FLSA Overtime Wages	1,498	2,000	4,000	2,000	2,000	2,000	
0108	Grant Overtime	8,274	10,000	5,000	10,000	10,000	10,000	
0110	Health Insurance	939,120	966,310	966,310	1,103,170	1,023,420	1,023,420	
0111	Fringes	1,001,028	1,095,260	1,090,020	1,304,650	1,281,550	1,282,490	
0112	Grant Fringes	1,961	2,430	500	2,430	2,430	2,430	
0115	Training	27,849	59,050	59,050	63,550	63,550	63,550	
0117	Clothing Allowance	34,172	40,000	20,000	25,000	25,000	25,000	
0120	Protective Vest Repl Fd	3,900	3,900	3,900	5,200	5,200	5,200	
0122	Travel Expenses	272	500	1,000	1,000	1,000	1,000	
0123	Auto Allowance	0	0	30	0	0	0	
0126	Department Awards	4,045	3,500	3,500	4,000	4,000	4,000	
0128	Empl Recognition Awards	94	480	1,000	500	500	500	
0202	Outside Printing	353	1,500	2,500	1,500	1,500	1,500	
0203	Postage	1,812	2,380	2,380	2,500	2,500	2,500	
0204	Conferences & Meetings	3,779	4,000	4,000	0	0	0	
0207	Dues & Memberships	2,265	3,100	3,100	3,100	3,100	3,100	
0210	Maint of Computer Hardwre	1,094	1,350	250	1,350	1,350	1,350	
0212	Maint of Office Equipment	3	500	100	500	500	500	
0213	Maint of Motor Vehicles	15,929	18,500	18,500	18,500	18,500	18,500	
0214	Maint of Buildings	48,128	38,000	38,000	40,000	40,000	40,000	
0215	Maint of Radio Equipment	9,719	9,500	9,500	10,000	10,000	10,000	
0216	Maint of Operating Equip	1,503	3,800	1,500	3,000	3,000	3,000	
0218	Maint Of Software	3,171	6,570	3,000	6,760	6,760	6,760	
0219	Maintenance of Land	257	2,000	800	2,500	2,500	2,500	
0221	Telephone	4,611	5,280	5,280	5,280	5,280	5,280	
0222	Electricity	41,066	48,430	44,000	50,000	50,000	50,000	
0223	Natural Gas	20,005	16,600	16,600	20,000	20,000	20,000	
0224	Water & Sewer	3,969	4,380	4,380	5,500	5,500	5,500	
0225	Commercial Dumpster	1,600	1,600	1,600	1,600	1,600	1,600	
0226	Storm Water	1,932	1,940	1,940	2,480	2,480	2,480	
0227	Cellular Telephone	20,404	15,240	20,500	20,500	20,500	20,500	
0228	Other Communications/GPS	899	900	900	900	900	900	
0231	Care of Prisoners	7,719	11,500	10,000	10,000	10,000	10,000	
0235	Outside Software Services	6,511	6,600	6,600	6,600	6,600	6,600	
0236	Outside Services	25,313	21,600	18,000	21,600	21,600	21,600	
0237	Pest Control	113	400	500	500	500	500	
0254	Printer / Copies	8,483	8,660	8,660	8,660	8,660	8,660	
0255	IS Services / Internal	217,920	218,820	218,820	233,670	206,690	206,690	
0258	GIS Services/Internal	12,010	13,270	13,270	0	0	0	
0262	Public Relations/Services	5,000	5,000	5,000	5,000	5,000	5,000	
0293	Maint Of Motor Veh/Fleet	10,804	21,500	14,000	19,800	19,800	19,800	

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
POLICE OPERATIONS/CAP. OUTLAY (cont.)								
0294	Oil and Fluids/Fleet	1,516	1,700	1,200	1,870	1,870	1,870	
0301	Office Supplies	9,424	9,000	9,000	9,500	9,500	9,500	
0302	Inhouse Printing	414	750	500	750	750	750	
0303	Computer Operation Suppli	292	1,000	100	1,000	1,000	1,000	
0306	Cleaning/Janitor Supplies	9,420	10,500	6,750	10,500	10,500	10,500	
0308	Books and Periodicals	180	100	100	100	100	100	
0310	Gasoline & Oil	66,131	58,360	60,000	59,600	59,600	59,600	
0319	Safety Supplies	15,331	16,500	16,500	17,000	17,000	17,000	
0320	Small Tools	954	1,500	1,500	1,500	1,500	1,500	
0326	Photography Supplies	937	2,100	2,100	2,100	2,100	2,100	
0333	All Other Supplies	6,023	7,300	7,300	7,300	7,300	7,300	
0343	Small Program Packages	0	1,500	500	1,500	1,500	1,500	
0344	Small Equipment	14,402	16,000	16,000	16,000	16,000	16,000	
0347	Small Computer Hardware	6,651	6,000	4,630	6,000	6,000	6,000	
0348	Bike Patrol	0	1,000	1,000	1,000	1,000	1,000	
0349	Neighborhood Policing	1,405	1,500	1,500	1,500	1,500	1,500	
0350	Employee Wellness	0	15,000	15,000	15,000	15,000	15,000	
	POLICE OPERATIONS	6,827,595	7,245,020	7,167,320	7,963,930	7,751,270	7,757,260	512,240
CAPITAL OUTLAY (2181-711)								
8108	Office Furniture & Equip	2,193	2,500	2,500	5,000	5,000	5,000	
8113	Communication Equipment	0	3,000	3,000	3,000	3,000	3,000	
8115	Computer Hardware Outlay	2,964	5,000	3,000	5,000	5,000	5,000	
8133	All Other Equipment	19,754	33,600	33,600	34,900	34,900	34,900	
	Capital Outlay	24,911	44,100	42,100	47,900	47,900	47,900	3,800
POLICE OPERATIONS/CAP OUTLAY		6,852,506	7,289,120	7,209,420	8,011,830	7,799,170	7,805,160	516,040
Percent Budget Change								7.08%

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
POLICE FIRING RANGE (2103-711)								
0115	Training	0	0	0	500	500	500	
0204	Conferences & Meetings	0	500	500	0	0	0	
0329	Targets & Ammunition	27,080	30,000	30,000	30,000	30,000	30,000	
0333	All Other Supplies	1,115	1,900	1,900	10,000	10,000	10,000	
0344	Small Equipment	1,097	2,150	2,150	4,000	4,000	4,000	
	POLICE FIRING RANGE	29,292	34,550	34,550	44,500	44,500	44,500	9,950

POLICE SCHOOL LIAISON (2104-711)

0101	Salaries	125,068	180,150	169,060	183,740	183,740	183,740	
0104	Overtime Wages	19,948	27,500	27,500	27,500	27,500	27,500	
0110	Health Insurance	36,840	36,830	36,830	41,240	38,990	38,990	
0111	Fringes	35,725	53,110	50,270	56,390	56,390	56,390	
0115	Training	551	2,000	2,000	2,000	2,000	2,000	
0117	Clothing Allowance	355	500	500	500	500	500	
0207	Dues & Memberships	0	80	80	80	80	80	
0213	Maint of Motor Vehicles	153	1,000	1,000	1,000	1,000	1,000	
0215	Maint of Radio Equipment	170	1,000	1,000	1,000	1,000	1,000	
0227	Cellular Telephone	1,107	1,250	1,250	1,250	1,250	1,250	
0235	Outside Software Services	0	500	0	0	0	0	
0255	IS Services / Internal	8,890	10,510	10,510	14,350	12,690	12,690	
0258	GIS Services/Internal	670	740	740	0	0	0	
0293	Maint Of Motor Veh/Fleet	125	1,500	1,500	1,650	1,650	1,650	
0294	Oil and Fluids/Fleet	31	240	240	260	260	260	
0310	Gasoline & Oil	477	680	900	680	680	680	
	POLICE SCHOOL LIAISON	230,110	317,590	303,380	331,640	327,730	327,730	10,140

SCHOOL CROSSING GUARDS (2105-711)

0103	Temporary Wages	60,662	64,000	64,000	64,000	64,000	64,000	
0111	Fringes	2,256	2,130	2,130	2,250	2,250	2,250	
0115	Training	0	0	0	120	120	120	
0117	Clothing Allowance	1,286	2,440	2,440	2,440	2,440	2,440	
0204	Conferences & Meetings	117	120	160	0	0	0	
0333	All Other Supplies	34	1,530	1,530	1,530	1,530	1,530	
	SCHOOL CROSSING GUARDS	64,355	70,220	70,260	70,340	70,340	70,340	120

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>CODE ENFORCEMENT (2106-711)</u>								
0101	Salaries	46,210	47,010	47,720	48,480	48,480	48,480	
0110	Health Insurance	18,360	18,410	18,410	20,620	19,490	19,490	
0111	Fringes	8,566	8,950	9,090	9,090	9,090	9,090	
0115	Training	205	500	500	500	500	500	
0117	Clothing Allowance	278	300	300	300	300	300	
0202	Outside Printing	831	500	200	500	500	500	
0203	Postage	540	3,000	300	400	400	400	
0207	Dues & Memberships	0	50	50	50	50	50	
0213	Maint of Motor Vehicles	362	1,000	500	1,000	1,000	1,000	
0215	Maint of Radio Equipment	0	100	100	100	100	100	
0227	Cellular Telephone	464	2,000	500	500	500	500	
0236	Outside Services	80	500	250	500	500	500	
0255	IS Services / Internal	5,570	5,370	5,370	6,830	6,040	6,040	
0258	GIS Services/Internal	670	740	740	0	0	0	
0293	Maint Of Motor Veh/Fleet	103	2,200	250	1,100	1,100	1,100	
0294	Oil and Fluids/Fleet	31	170	170	190	190	190	
0301	Office Supplies	19	500	100	250	250	250	
0310	Gasoline & Oil	730	1,900	500	1,900	1,900	1,900	
0333	All Other Supplies	36	250	250	250	250	250	
0344	Small Equipment	447	250	250	250	250	250	
	CODE ENFORCEMENT	83,502	93,700	85,550	92,810	90,890	90,890	(2,810)
<hr/>								
<u>CSA/ANIMAL CONTROL (2107-711)</u>								
0103	Temporary Wages	38,973	40,000	30,180	40,000	40,000	40,000	
0111	Fringes	1,442	1,330	1,010	1,410	1,410	1,410	
0117	Clothing Allowance	3,570	2,060	2,060	2,060	2,060	2,060	
0213	Maint of Motor Vehicles	35	1,000	5,060	1,000	1,000	1,000	
0215	Maint of Radio Equipment	0	300	300	300	300	300	
0227	Cellular Telephone	940	850	850	1,000	1,000	1,000	
0236	Outside Services	19,257	20,500	20,500	27,000	27,000	27,000	
0293	Maint Of Motor Veh/Fleet	1,126	3,000	2,000	3,300	3,300	3,300	
0294	Oil and Fluids/Fleet	110	240	240	280	280	280	
0310	Gasoline & Oil	3,902	5,500	3,400	5,500	5,500	5,500	
0333	All Other Supplies	33	300	400	400	400	400	
0344	Temporary Wages	362	200	360	200	200	200	
	CSA/ANIMAL CONTROL	69,750	75,280	66,360	82,450	82,450	82,450	7,170
<hr/>								
<u>K-9 PROJECT (2109-711)</u>								
0101	Salaries	6,016	6,000	6,000	6,000	6,000	6,000	
0111	Fringes	1,424	1,480	1,480	1,560	1,560	1,560	
0115	Training	1,100	2,000	750	2,000	2,000	2,000	
0207	Dues & Memberships	280	350	350	350	350	350	
0213	Maint of Motor Vehicles	96	1,200	1,200	1,200	1,200	1,200	
0236	Outside Services	0	200	200	200	200	200	
0238	Professional Services	1,165	2,935	4,470	3,000	3,000	3,000	
0293	Maint Of Motor Veh/Fleet	1,430	1,500	1,500	1,650	1,650	1,650	
0294	Oil and Fluids/Fleet	0	260	260	290	290	290	
0323	Dog Supplies	3,433	4,000	3,000	4,000	4,000	4,000	
0333	All Other Supplies	488	500	500	500	500	500	
	K-9 PROJECT	15,432	20,425	19,710	20,750	20,750	20,750	325
<hr/>								
TOTAL POLICE DEPARTMENT		7,344,947	7,900,885	7,789,230	8,654,320	8,435,830	8,441,820	540,935
								Percent Budget Change 6.85%

CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES

Department/Office:
Police
Program:
Public Safety

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Chief	19	1.00	19	1.00
Assistant Chief	16	1.00	16	1.00
Captain*	15	1.00	15	1.00
Lieutenants	81,400 - 94,287	6.00	83,232 - 96,108	6.00
School Resource Officers	72,247 - 85,309	2.00	73,872 - 87,229	2.00
Investigative	72,247 - 85,309	4.00	73,872 - 87,229	5.00
Community Policing Coord.	72,247 - 85,309	1.00	73,872 - 87,229	1.00
Sergeants-Patrol	72,597 - 85,715	4.00	74,231 - 87,644	4.00
Sergeant-Investigative	72,597 - 85,715	1.00	74,231 - 87,644	1.00
Patrol Officer	59,019 - 81,247	20.00	60,347 - 83,075	20.00
Traffic Safety Officer	72,247 - 85,309	1.00	73,872 - 87,229	1.00
Behavioral Health Officer	59,019 - 81,247	1.00	60,347 - 83,075	1.00
Communication Techs	6	3.00	6	3.00
Support SVC Supervisor	10	1.00	10	1.00
Code Enforcement Officer	7	1.00	7	1.00
Executive Admin. Assistant	8	1.00	8	1.00
Evidence Custodian	8	1.00	8	1.00
Records/LRMS Coordinator	6	1.00	6	1.00
Rec. Clerk/Crt Coordinator	6	1.00	6	1.00
Building Custodian	7	1.00	7	1.00
Records Clerk/Data Entry	6	1.00	6	1.00
Records/Accreditation Asst.	6	1.00	6	1.00
Subtotal		55.00		56.00
PART-TIME				
Fleet Maint. Specialist	8	0.53	8	0.53
Admin. Asst.	6	0.67	6	0.67
TOTAL	XXX	56.20	XXX	57.20

*Additional Captain with a 7/1/24 start date was requested by department, but not approved. An additional Investigator position was approved by Council with a 7/1/24 start date.

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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. We are committed to protecting lives and property to help provide an exceptional quality of life for our citizens. NMFR responds to over 3,000 emergency calls for service annually. NMFR provides our citizens fire suppression, emergency medical services, special operations, and water/ice rescue. NMFR spends numerous hours training to prepare its firefighters and provide skills needed to deal with the many hazardous conditions that occur when responding to emergencies. Fire prevention activities include conducting over 3,200 inspections annually, fire investigations, tank inspections and plan reviews. NMFR's award winning public education programs reach over 12,000 people a year through open houses, safety fairs, parades, station tours, school visits and formal programs. The Cities of Neenah and Menasha share department costs based upon a four-factor formula.

The City of Neenah share of departmental costs for 2024 is 60.37%.

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

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 5,745,119	\$ 5,784,240	\$ 6,090,770	5.30%	\$ 6,023,610	4.14%	\$ 6,023,610	4.14%

No. of Employees (FTE)	41.03	41.03	41.05	0%	41.05	0%	41.05	0%
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Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ (67,160)

Recommendations as jointly directed by the Mayor's of both cities. Specific details of the changes can be found in the full neenah Menasha Fire Rescue line item bundet in the "Internal Service Fund" section at the end of the budget document.

Mayor's Comments:

Total Reductions as directed by the Mayors of both Neenah and Menasha totalled \$111,250. The City of Neenah's 60.37% share of the total reductions was \$67,160. Reductions included wage and fringe deductions for planned retirements, health insurance and overtime reductions. Specific details can be found in the full Neenah-Menasha Fire Rescue Budget.

Council Amendment \$ -

An additional 1% wage increase on July 1 to all non-union employees was approved, this will increase wage and fringe expenditures in this department by \$1,680 which is by an increase in investment income in the same amount. Thus there is a \$0 effect.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET**

PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue (NMFR)	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.

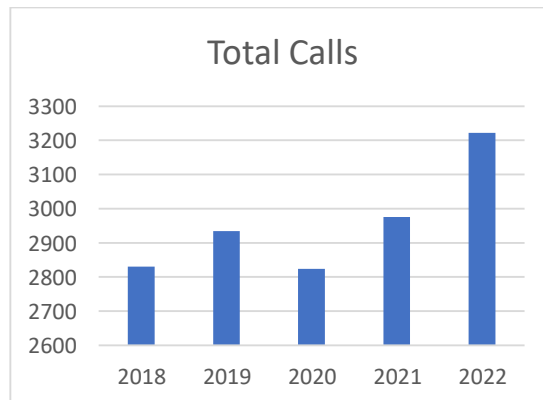
Vision Statement:

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 2022 being at record high volume. 2023 is on pace to surpass 2022 call volume.



In 2022, Auto Aid with Appleton Fire Department renewed (less EMS calls) and both Appleton and Menasha look to expand the response area in 2023 to improve ISO for structure fire response via mutual aid agreements. Wisconsin Emergency Management has actively resumed Task Force 1 funding. This specialty team will include NMFR personnel once again to be able to contribute to training and response to support larger scale disasters.

D/C Krueger

PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue (NMFR)	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

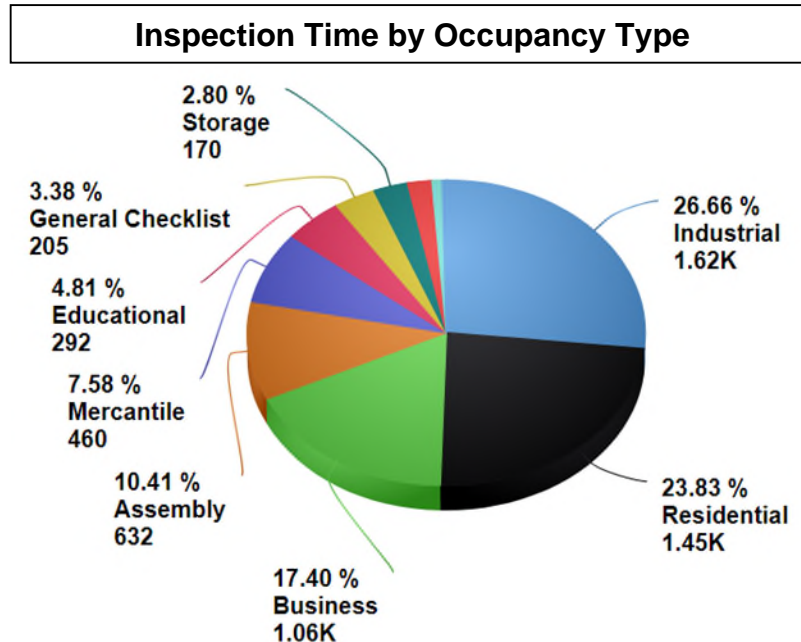
PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue (NMFR)	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehe

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.

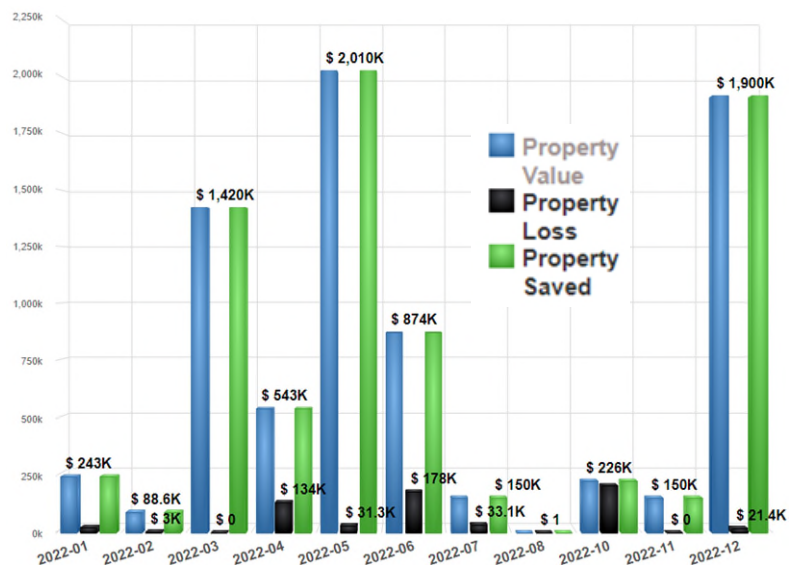


Fire inspections are required to be completed by Wisconsin State Statute, for all commercial businesses and multi-family (3 family or more) residential structures, within our jurisdiction, with most occupancies being done two times annually. *This requirement is aided by the 2% dues funding from the State of Wisconsin. In 2023, the City of Neenah's 2% dues funding check was \$110,119.81, and the City of Menasha's was \$60,090.80.*

Total Inspections Completed
3827

Fire investigations are required by Wisconsin State statute 165.55, which requires that every fire shall be investigated for cause and origin, as well as 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.

Total Pre-Incident Value -
\$8,210,325
Total Fire Loss - \$752,869.00
Total Saved - \$7,457,456.00



**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET**

PROGRAM COMMENTS

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

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 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.

Assistant Chief Adam Dorn

2023 Accomplishments:

- Held the 4th Regional Joint Recruit Training Academy with Oshkosh Fire Department.
- Hired and trained four new firefighters to replace the two who retired and one who left.
- Goal setting with Shift Commanders and Administration Staff.
- Successfully completed the State of Wisconsin 2% Dues Audit.
- Completed 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.
- Five people completed the Fire Officer certification training and passed the State exam.
- Received \$122,000 in a State Funded EMS Grant award. This helped us purchase a new UTV and trailer, training mannequins, PPE gear for staff and create a department video.
- Created, and implemented, a new hiring process due to Fox Valley Technical College discontinuing their Regional Hiring Process.
- Secured an AFG grant to replace the vehicle exhaust system at Station 35. This saved the City of Menasha \$62,000.

2023/2024 Goals:

- Prepare the department for the upcoming turnover in personnel which includes a new Fire Chief and four new firefighters.
- Improve the onboarding of our new firefighters, i.e. position descriptions, application process, interview scoring and how we make offers.
- Take delivery of new fire truck.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET**

PROGRAM COMMENTS

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

Major Increases/Decreases in 2024 Operating Adopted Budget: Listed below are major increases/decreases \$5,000 and over. Increases/decreases less than \$5,000 are not listed below.

Salaries (0101): Increase of \$78,810 per City of Neenah Finance Department.

Overtime (0104): Increase of \$40,000 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.

Health Insurance (0110): Increase of \$8,620 per City of Neenah Finance Department.

Fringes (0111): Increase of \$90,410 per City of Neenah Finance Department.

Maint of PPE (0209): Increase of \$5,000. This is based upon increases from vendors and equipment no longer covered under warranty.

Maint. of Motor Vehicles (0213): Increase of \$40,000 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.

Maint. of Radio Equip. (0215): Decrease of \$5,700. We will no longer need the maintenance contract with the purchase of new equipment in 2023.

Professional Services (0238): Increase of \$13,000. Increase is based upon increase from vendor for physicals.

Public Relations (0262): Increase of \$7,000 based upon the increased requests we receive from both Cities and organizations within our two communities.

Personal Protective Equipment (0348): Increase of \$7,000. In 2023, the prices of turn out gear has increased 10%. We have been told by vendors prices are expected to increase another 10% in 2024.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET**

PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue (NMFR)	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
<u>SUPPLEMENTARY DETAIL WORKSHEET FOR CAPITAL OUTLAY (Total Cost)</u>			
8108	<u>Office Furniture & Equipment</u> To replace old office/living furniture as necessary for the four stations. Total projected cost is \$5,000. (Neenah's share is \$3,020)	\$5,000	\$5,000
8113	<u>Communication Equipment</u> 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 portable radios and headsets in vehicles. (Neenah's share is \$7,210)	\$11,950	\$11,950
8114	<u>Computer Software Outlay</u> Costs associated with the purchase of anticipated new and/or additional software licenses needed. (Neenah's share is \$600)	\$1,000	\$1,000
8115	<u>Computer Hardware Outlay</u> To replace computers in 2023 upon failure or based on Neenah IS's recommendation. (Neenah's share is \$6,510)	\$10,780	\$10,780
8133	<u>All Other Equipment</u> 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. (Neenah's share is \$18,110)	\$30,000	\$30,000
8149	<u>Household Purchases</u> 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. (Neenah's share is \$10,870)	\$18,000	\$18,000

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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). WITF 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. In 2020, there was no WI-TF1 due to no contract signed between the 11 fire departments and State of Wisconsin Emergency Management (WEM). In 2023, the contract was signed, and the State is back to funding training exercises for the departments. NMFR is committed to participating with WI-TF1 and WEM again.

Major Increases (Decreases) in 2024 Adopted Budget: None

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
FIRE DEPARTMENT								
<u>FIRE OPERATIONS (2301-712)</u>								
0101	Salaries	3,413,560	3,482,100	3,485,680	3,589,710	3,559,530	3,560,910	
0104	Overtime Wages	213,480	126,720	126,710	150,930	135,830	135,830	
0105	Reimbursement / Overtime	(5,530)	(6,030)	(6,030)	(6,040)	(6,040)	(6,040)	
0106	FLSA Overtime Wages	37,570	35,000	35,000	35,010	35,010	35,010	
0110	Health Insurance	680,680	670,180	648,210	689,370	678,800	678,800	
0111	Fringes	829,950	870,660	871,360	972,080	960,770	961,070	
0115	Schools/Seminars/Training	7,880	14,900	14,900	16,180	16,180	16,180	
0116	Test/Certification for Eq	9,590	10,290	10,290	10,290	10,290	10,290	
0117	Clothing Allowance	21,480	22,160	22,160	24,150	24,150	24,150	
0118	License Renewal	0	360	10	1,270	1,270	1,270	
0125	Employee School Reimb	850	0	180	240	240	240	
0128	Empl Recognition Awards	460	380	720	720	720	720	
	Personal Services	5,209,970	5,226,720	5,209,190	5,483,910	5,416,750	5,418,430	191,710
0202	Outside Printing	160	600	600	600	600	600	
0203	Postage	350	540	540	600	600	600	
0204	Conferences & Meetings	750	1,270	320	0	0	0	
0206	Advertising & Publication	0	120	0	120	120	120	
0207	Dues & Memberships	870	600	360	970	970	970	
0209	Maintenance of PPE/SCBA	2,800	2,720	4,250	5,740	5,740	5,740	
0210	Maint of Computer Hardwre	0	730	0	730	730	730	
0211	Maint of Other Equipment	2,550	2,470	600	2,480	2,480	2,480	
0213	Maint of Motor Vehicles	88,820	51,290	51,290	75,460	75,460	75,460	
0214	Maint of Buildings	2,020	7,240	7,240	8,450	8,450	8,450	
0215	Maint of Radio Equipment	3,870	4,040	3,620	600	600	600	
0216	Maint of Operating Equip	230	2,410	1,810	2,410	2,410	2,410	
0218	Maint of Software	20,050	27,040	33,070	33,200	33,200	33,200	
0221	Telephone	680	2,530	2,530	2,540	2,540	2,540	
0222	Electricity	33,240	30,170	30,170	30,940	30,940	30,940	
0223	Natural Gas	19,480	15,090	15,090	15,530	15,530	15,530	
0224	Water & Sewer	6,820	7,600	7,600	7,610	7,610	7,610	
0226	Storm Water	1,930	2,200	2,200	2,080	2,080	2,080	
0227	Cellular Telephone	6,530	8,580	8,580	9,450	9,450	9,450	
0232	Auditing Services	1,360	1,400	1,390	1,460	1,460	1,460	
0236	Outside Services	8,970	8,330	8,330	8,470	8,470	8,470	
0237	Pest Control	80	360	60	360	360	360	
0238	Professional Services	12,220	13,270	13,270	21,130	21,130	21,130	
0241	Tree Planting & Landscape	60	600	300	600	600	600	
0246	Liability Insurance	25,190	26,320	22,780	28,430	28,430	28,430	
0247	Auto/Physical Damage Ins	10,400	11,280	12,120	12,190	12,190	12,190	
0250	Maint of Training Tower	60	4,010	4,010	4,530	4,530	4,530	
0252	Rental of Equipment	210	420	420	480	480	480	
0254	Printer / Copies	1,580	1,640	1,640	1,640	1,640	1,640	
0255	Neenah City I/S Services	77,690	80,310	80,310	71,540	71,540	71,540	
0256	Neenah City Finance Ser.	16,070	16,740	16,740	17,360	17,360	17,360	
0257	Neenah City H/R Services	39,420	42,240	42,240	43,740	43,740	43,740	
0258	GIS Services/Internal	7,270	7,990	7,990	8,390	8,390	8,390	
0262	Public Relations/Services	4,380	4,830	4,830	9,060	9,060	9,060	
0280	Neenah-Menasha FireRescue	0	0	0	0	0	0	
	Contractual Services	396,110	386,980	386,300	428,890	428,890	428,890	41,910

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>FIRE OPERATIONS (2301-712) cont.</u>								
0301	Office Supplies	740	1,030	1,030	1,030	1,030	1,030	
0306	Cleaning/Janitor Supplies	6,860	10,560	10,560	10,880	10,880	10,880	
0308	Books and Periodicals	1,710	2,180	300	1,880	1,880	1,880	
0310	Gasoline & Oil	28,890	21,120	21,520	21,760	21,760	21,760	
0319	Safety Supplies	3,180	4,040	540	4,040	4,040	4,040	
0320	Small Tools	1,990	1,810	1,810	1,900	1,900	1,900	
0325	Consumable supplies	1,830	1,210	1,890	1,990	1,990	1,990	
0326	Photography Supplies	180	300	170	600	600	600	
0333	All Other Supplies	1,420	2,290	1,810	2,290	2,290	2,290	
0344	Small Equipment	5,930	8,450	8,450	9,060	9,060	9,060	
0347	Small Computer Hardware	230	600	330	600	600	600	
0348	Per Protective Equipment	15,820	39,220	39,220	43,470	43,470	43,470	
0350	Training Supplies	4,020	3,020	3,020	3,020	3,020	3,020	
0723	Fire Property Damage	0	0	40,390	0	0	0	
	Supplies & Materials	72,800	95,830	131,040	102,520	102,520	102,520	6,690
	OPERATIONS	5,678,880	5,709,530	5,726,530	6,015,320	5,948,160	5,949,840	240,310
								Percent Budget Change 4.21%
<u>CAPITAL OUTLAY (2301-712)</u>								
8108	Office Furniture & Equip	1,620	2,410	2,410	3,020	3,020	3,020	
8113	Communication Equipment	2,740	7,210	7,210	7,210	7,210	7,210	
8114	Computer Software Outlay	90	600	0	600	600	600	
8115	Computer Hardware Outlay	1,950	6,500	4,280	6,510	6,510	6,510	
8133	All Other Equipment	11,330	15,090	15,090	18,110	18,110	18,110	
8149	Household Purchases	5,910	9,050	9,050	10,870	10,870	10,870	
	CAPITAL OUTLAY	23,640	40,860	38,040	46,320	46,320	46,320	5,460
<u>OTHER</u>								
9005	Revenue Offset	0	(10,560)	(65,970)	(19,320)	(19,320)	(21,000)	
	OTHER	0	(10,560)	(65,970)	(19,320)	(19,320)	(21,000)	(10,440)
FIRE OPERATIONS/CAPITAL OUTLAY		5,702,520	5,739,830	5,698,600	6,042,320	5,975,160	5,975,160	235,330
								Percent Budget Change 4.10%
<u>FIRE STATION BUILDINGS (2304-712)</u>								
0214	Maint of Buildings	37,449	26,000	26,000	30,000	30,000	30,000	
	Contractual Services	37,449	26,000	26,000	30,000	30,000	30,000	4,000
	FIRE STATION BUILDINGS	37,449	26,000	26,000	30,000	30,000	30,000	4,000
								Percent Budget Change 15.38%
<u>REG SPEC OPER RESP TEAM (2314-172)</u>								
0104	Overtime Wages	5,120	16,900	16,900	16,900	16,900	16,900	
0105	Reimbursement / Overtime	(2,940)	(13,270)	(13,270)	(13,280)	(13,280)	(13,280)	
0111	Fringes	0	3,920	3,920	4,200	4,200	4,200	
	Personal Services	2,180	7,550	7,550	7,820	7,820	7,820	270
0216	Maint of Operating Equip	0	540	250	540	540	540	
	Contractual Services	0	540	250	540	540	540	0
0320	Small Tools	0	300	0	300	300	300	
0348	Per Protective Equipment	0	4,530	0	4,530	4,530	4,530	
0350	Training Supplies	0	300	0	300	300	300	
	Supplies & Materials	0	5,130	0	5,130	5,130	5,130	0
8133	All Other Equipment	160	840	1,910	850	850	850	
	Capital Outlay	160	840	1,910	850	850	850	10
REG SPEC OPER RESP TEAM		2,340	14,060	9,710	14,340	14,340	14,340	280
								Percent Budget Change 1.99%

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>JOINT FIRE COMMISSION (2320-712)</u>								
0206	Advertising & Publication	910	300	300	910	910	910	
0236	Outside Services	1,570	2,720	1,810	1,870	1,870	1,870	
0261	Misc Expenditures	330	1,330	120	1,330	1,330	1,330	
	Contractual Services	2,810	4,350	2,230	4,110	4,110	4,110	(240)
	JOINT FIRE COMMISSION	2,810	4,350	2,230	4,110	4,110	4,110	(240)
							Percent Budget Change	-5.52%
<u>FIRE DEPARTMENT</u>								
		5,745,119	5,784,240	5,736,540	6,090,770	6,023,610	6,023,610	239,370
							Percent Budget Change	4.14%

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES**

Department/Office:
Neenah-Menasha Fire Rescue
Program:
Public Safety

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Fire Chief	20	1.00	20	1.00
Deputy Fire Chief / Operations	15	1.00	15	1.00
Asst Chief-Emerg Mgmt/Trng	13	1.00	13	1.00
Asst Chief-Prevention/Inspect	13	1.00	13	1.00
Management Assistant	8	1.00	8	1.00
Fire Officers	87,339	15.00	89,304	15.00
Mechanics	87,339 - 93,208	4.00	89,304 - 95,305	4.00
Assistant Inspectors	82,887	6.00	84,752	6.00
Shift Commanders	90,607	3.00	92,646	3.00
Drivers	81,470	12.00	83,303	12.00
Fire Fighters	51,025 - 78,669	<u>23.00</u>	52,173 - 80,439	<u>23.00</u>
Subtotal		68.00		68.00
TOTAL	XXX	68.00	XXX	68.00

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Emergency Management	Budget: Emergency Management
Program: Public Safety	Submitted by: Kevin Kloehn/Shane Krueger

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.

2023 Accomplishments:

- Table Top exercise held with Department Heads.

2024 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 2024 Adopted Budget: None.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Other Public Safety
Program: Public Safety	Submitted by: 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.

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
EMERGENCY GOVERNMENT								
<u>OPERATIONS (2519-713)</u>								
0115	Schools/Seminars/Training	0	450	100	450	450	450	
	Personnel Services	0	450	100	450	450	450	0
0207	Dues & Memberships	0	20	0	20	20	20	
0236	Outside Services	960	1,000	1,000	1,000	1,000	1,000	
	Contractual Services	960	1,020	1,000	1,020	1,020	1,020	0
0301	Office Supplies	0	100	0	100	100	100	
0308	Books and Periodicals	0	50	0	50	50	50	
0333	All Other Supplies	100	200	50	200	200	200	
0344	Small Equipment	0	50	0	1,500	1,500	1,500	
	Supplies & Materials	100	400	50	1,850	1,850	1,850	1,450
8133	Communication Equipment	4,715	0	0	0	0	0	
	Supplies & Materials	4,715	0	0	0	0	0	0
EMERGENCY GOVERNMENT		5,775	1,870	1,150	3,320	3,320	3,320	1,450
OTHER PUBLIC SAFETY								
<u>POLICE COMMISSION (2520-713)</u>								
0203	Postage	0	30	30	30	30	30	
0236	Outside Services	8,036	4,000	9,000	4,000	4,000	4,000	
0261	Misc Expenditures	200	200	200	200	200	200	
	Contractual Services	8,236	4,230	9,230	4,230	4,230	4,230	0
POLICE & FIRE COMMISSION		8,236	4,230	9,230	4,230	4,230	4,230	0

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 Budget.

Operating Budget Information/Number of Employees

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget-General Fund only (excluding Capital Projects)	\$ 4,308,608	\$ 4,640,179	\$ 4,827,420	4.04%	\$ 4,808,320	3.62%	\$ 4,816,940	3.81%
No. of Employees (FTE) - All Funds	41.75	41.75	41.75	0%	41.75	0%	41.75	0%

Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ (19,100)

Mayor's Comments:

The Information Systems (I/S) department's 2024 budget included a request for a new Help Desk Support Technician with an annual cost of \$70,690. Due to operating budget constraints, I can not recommend a position being added in this department. Reductions to the I/S expenditure budget decrease the transfers needed from departments, as I/S allocates their costs out to all of the departments that they serve. There was a reduction of \$8,270 to the IS Services/Internal account for this department.

Because I highly value our City of Neenah employees and consider them to be our most important resource, I added a 2% cost-of-living adjustment in July 2024. This will be in addition to the already requested 1.5% step increase in January 2024. This equated to an additional \$17,270 of salary and fringe in this department.

While preparing the budget, we were at a 12% increase in health insurance. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish an overall 9.68% increase, which is a decrease of 2.32%. This will result in cost savings of \$28,100 for this department.

<u>Council Amendment</u>	\$	8,620
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An additional 1% wage increase on July 1 to all non-union employees was approved, this will increase wage and fringe expenditures in this department by \$8,620.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Public Works	Budget: Public Works
Program: Public Works	Submitted by: 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

2024 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
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Public Works	Budget: Public Works
Program: Public Works	Submitted by: 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.

2023 Accomplishments:

- Replaced utilities and reconstructed/resurfaced streets identified in the capital improvement program.
- Completed the Harrison Street Pond.
- Completed transition to T2 Systems parking management program.
- Provided input for Arrowhead Park master plan.
- Updated official traffic maps.
- Updated GIS data for sanitary sewer and storm sewer utilities.
- Increased use of GPS technology for field data collection.
- Continued design for 2025 reconstruction of S. Commercial Street. Started real estate acquisition.
- Completed design and bidding for Neenah Creek Bridge.
- Recalculated the Transportation Assessment Replacement Fee.

2024 Goals/Plans:

- Replace utilities, reconstruct streets, make facility changes and implement traffic signal projects identified in 2024 capital improvement program.

Major Increases (Decreases) in 2024 Adopted Budget:

- Increased IS Services/Internal charges.

**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.

2023 Accomplishments:

Purchased equipment as per budget.

2024 Goals/Plans:

Purchase equipment as per budget.

Major Increases (Decreases) in 2024 Adopted Budget: None

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

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

Municipal Garage
(010-3701-732)

Goals/Responsibilities:

Manage and maintain the facility.

2023 Accomplishments:

- Replaced the portion of the building roof over the office area.
- Continued to evaluate all areas of activity to insure the highest efficiency.
- Maintained buildings and grounds.

2024 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 2024 Adopted Budget:

- Increased IS Services/Internal charges.

Cecil Street Garage
(010-3702-732)

Goals/Responsibilities:

Manage and maintain facility.

2023 Accomplishments:

- Continued use as a cold storage facility for City and community groups.
- Continued rental contracts with Kids Kart Club and Youth-Go.
- Reduced footprint of Youth-Go lease area and updated their lease agreement.
- Removed the Youth-Go haunted house materials to open the heated section and more of the barrel section for equipment storage.
- Upgraded interior lighting.

2024 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 2024 Adopted Budget: None

Refuse/Garbage Collection
(010-4101-733)

Goals/Responsibilities:

Provide cost effective collection and disposal of refuse, garbage and recyclable materials.

2023 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 Tullar drop-off center.
- Staffed drop-off center weekdays from March through December and Saturday mornings from May through November.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

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

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

2023 Accomplishments (continued):

- Closed drop-off center in January and February.
- Adjusted charge for replacement drop-off center cards. Through mid-September about 163 cards were sold.
- Initiated charge for curbside bulky item collection. Through August, 206 stickers were sold.
- Updated charge for residential dumpster rental.

2024 Goals/Plans:

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

Major Increases (Decreases) in 2024 Adopted Budget:

- Increased the pay rate for drop-off site attendants to \$11.00 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 - \$53 per ton – a \$4/ton increase from 2023.
 - Sweepings Refuse - \$53 per ton.
 - Yard Waste - \$32 per ton.
 - Wood (clean) - \$53 per ton.
 - Single Stream Recycling - \$5 per ton.
- Assumed combined tonnage of 8,000 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) | • Wheeler Lift Station (in Riverside Park) |
| • Main Street Lift Station (at Slough) | • Lake Edge Lift Station (on Lynrose) |
| • Breezewood Lift Station (at Bergstrom) | • Tullar Road Lift Station (near City Garage) |
| • Kittiver Lift Station | • Westbreeze Lift Station (near Meadowbreeze) |

2023 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 2024.
- Replaced sanitary sewers and upgraded lift stations in accordance with the capital improvement program.
- Continued sewer grouting and manhole repair.

2024 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.

Major Increases (Decreases) in 2024 Adopted Budget: None

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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.

2023 Accomplishments:

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

2024 Goals/Plans:

- Continue to coordinate televising lines and sealing prior to street construction.

Major Increases (Decreases) in 2024 Adopted Budget: 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.

2023 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.

2024 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 2024 Adopted Budget:

- Increased the amount requested for the purchase of hot mix and cold mix.

**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.

2023 Accomplishments:

- Continued providing snow and ice control as dictated by weather conditions.
- Continued 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.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

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

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

2024 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 2024 Adopted Budget:

- Increased budget for salt purchase due to an increase in the unit price.

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.

2023 Accomplishments:

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

2024 Goals/Plans:

- Maintain current program of responding to complaints.
- Continue using Parks Department temporary employees for hand mowing and trimming.

Major Increases (Decreases) in 2024 Adopted Budget: None.

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.

2023 Accomplishments:

- Worked with IS staff to complete 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.

2024 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 2024 Adopted Budget: None.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

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

Street Lighting
(010-7104-736)

Goals/Responsibilities:

Maintain street lights owned by City and coordinate other street lighting with We Energies.

2023 Accomplishments:

- Installed and maintained street lights as required.
- Coordinated conversion to LED fixtures on WE Energies upgrade project areas and in locations of street light failures.

2024 Goals/Plans:

- Provide adequate street lighting.

Major Increases (Decreases) in 2024 Adopted Budget: None

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

Goals/Responsibilities:

Provide for equipment replacement on a planned and necessary basis.

2023 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.

2024 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 2024 Adopted Budget: None

DPW Services – Undesignated
(010-7999-739)

Goals/Responsibilities:

Assist other city departments as needed.

2023 Accomplishments:

- Assisted other city departments as needed.

2024 Goals/Plans:

- Assist other city departments as needed.

Major Increases (Decreases) in 2024 Adopted Budget:

- Increased wages to account for services provided for elections in 2024.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Public Works	Budget: Public Works
Program: Public Works	Submitted by: 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).

2023 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 evaluating software options to replace current home-built fleet management software.

2024 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 2024 Adopted Budget: 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) | • Nature Trails #1 (CTH G) | • Liberty Heights 1 (Nation Ct) |
| • Castle Oak #2 (CTH G) | • Nature Trails #2 (L-shaped) | • Liberty Heights 2 (Hedgeview Dr) |
| • Commerce Court | • Nature Trails #3 (Nature Trail Dr, E) | • Liberty Heights 3 (Plains Av) |
| • Copps | • Nature Trails #4 (Pondview Ct) | • Freedom Acres (South) |
| • Eaglecrest | • Southfield | • Freedom Acres (North) |
| • Integrity Acres | • Dixie Road | • Tullar Garage |
| • Westowne | • Harrison Street | |

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENT**

Department/Office: Public Works	Budget: Public Works
Program: Public Works	Submitted by: 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.

2023 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.
- Completed construction of the Harrison Street Pond.
- Worked with the Parks & Recreation Department to develop a plan for a storm water pond at Douglas Park.
- Updated storm sewer charge for new development.
- Completed audit of storm water ERU charges for non-single family or duplex residential property.

2024 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 2024 Adopted Budget:

- Assumed a tipping fee of \$53/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 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
PUBLIC WORKS DEPARTMENT								
<u>ENGINEERING (3501-731)</u>								
0101	Salaries	481,369	514,320	511,220	527,550	532,420	535,040	
0103	Temporary Wages	15,043	11,000	11,640	18,000	18,000	18,000	
0104	Overtime Wages	0	3,000	0	3,000	3,000	3,000	
0110	Health Insurance	128,880	128,900	128,900	144,340	136,460	136,460	
0111	Fringes	97,483	104,500	103,290	108,030	109,010	109,500	
0115	Schools/Seminars/Training	0	500	500	1,250	1,250	1,250	
0118	License Renewal	106	0	80	300	300	300	
0128	Empl Recognition Awards	46	0	0	0	0	0	
0202	Outside Printing	0	250	250	250	250	250	
0203	Postage	1,826	1,200	1,710	1,400	1,400	1,400	
0204	Conferences & Meetings	360	750	750	0	0	0	
0206	Advertising & Publication	31	60	60	60	60	60	
0207	Dues & Memberships	0	50	50	50	50	50	
0212	Maint of Office Equipment	0	100	100	100	100	100	
0213	Maint of Motor Vehicles	0	30	30	30	30	30	
0216	Maint of Operating Equip	0	100	100	100	100	100	
0218	Maint of Software	531	6,500	500	1,050	1,050	1,050	
0226	Storm Water	0	50	50	50	50	50	
0227	Cellular Telephone	4,045	3,900	3,900	3,900	3,900	3,900	
0236	Outside Services	135	200	200	200	200	200	
0238	Professional Services	850	200	200	200	200	200	
0254	Printer / Copies	2,012	1,980	1,980	1,990	1,990	1,990	
0255	IS Services / Internal	25,950	39,810	39,810	45,490	40,240	40,240	
0258	GIS Services/Internal	21,470	23,730	23,730	0	0	0	
0293	Maint of Motor Veh/Fleet	2,967	3,300	3,000	3,630	3,630	3,630	
0294	Oil and Fluids/Fleet	168	170	170	190	190	190	
0301	Office Supplies	914	600	600	600	600	600	
0302	Inhouse Printing	0	10	10	10	10	10	
0303	Computer Oper Supplies	0	100	800	500	500	500	
0310	Gasoline & Oil	4,191	4,950	4,400	4,600	4,600	4,600	
0313	Motor Vehicles Maint. Sup	12	20	20	20	20	20	
0319	Safety Supplies	394	400	100	400	400	400	
0320	Small Tools	1,329	20	30	20	20	20	
0333	All Other Supplies	1,640	2,000	2,000	2,000	2,000	2,000	
0343	Small Program Packages	0	200	200	200	200	200	
0347	Small Computer Hardware	0	500	500	500	500	500	
ENGINEERING		791,752	853,400	840,880	870,010	862,730	865,840	12,440
<u>CAPITAL OUTLAY - ENGINEERING (3581-731)</u>								
8108	Office Furniture & Equip	0	100	100	100	100	100	
8133	All Other Equipment	0	100	100	100	100	100	
CAP. OUTLAY - ENGINEERING		0	200	200	200	200	200	0

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>MUNICIPAL GARAGE (3701-732)</u>								
0101	Salaries	176,806	199,430	196,020	202,200	204,070	205,080	
0102	Full Time Hourly Wages	49,120	58,860	55,000	59,000	59,540	59,800	
0104	Overtime Wages	213	100	400	100	100	100	
0110	Health Insurance	78,375	78,600	77,000	85,240	80,580	80,580	
0111	Fringes	45,640	52,210	50,800	52,730	53,220	53,460	
0115	Schools/Seminars/Training	256	500	2,310	1,200	1,200	1,200	
0117	Clothing Allowance	12,228	12,000	12,000	12,000	12,000	12,000	
0118	License Renewal	40	280	280	320	320	320	
0128	Empl Recognition Awards	62	360	360	100	100	100	
0202	Outside Printing	1,099	400	400	400	400	400	
0203	Postage	12	10	10	10	10	10	
0204	Conferences & Meetings	0	200	200	0	0	0	
0207	Dues & Memberships	417	200	250	200	200	200	
0212	Maint of Office Equipment	0	100	100	100	100	100	
0213	Maint of Motor Vehicles	0	50	50	50	50	50	
0214	Maint of Buildings	27,762	24,000	24,000	24,000	24,000	24,000	
0215	Maint of Radio Equipment	22	50	100	50	50	50	
0216	Maint of Operating Equip	7,277	4,000	5,000	5,000	5,000	5,000	
0218	Maintenance of Software	293	150	150	180	180	180	
0219	Maintenance of Land	0	200	100	100	100	100	
0221	Telephone	1,551	1,600	1,560	1,560	1,560	1,560	
0222	Electricity	18,836	16,100	16,100	16,500	16,500	16,500	
0223	Natural Gas	17,371	13,000	13,000	13,400	13,400	13,400	
0224	Water & Sewer	(398)	2,650	2,650	2,650	2,650	2,650	
0226	Storm Water	5,418	5,420	5,420	5,420	5,420	5,420	
0227	Cellular Telephone	1,038	1,200	1,200	1,200	1,200	1,200	
0236	Outside Services	8,443	5,000	5,000	5,000	5,000	5,000	
0237	Pest Control	580	550	550	570	570	570	
0242	Permits	0	100	100	100	100	100	
0245	License Fees	497	500	500	500	500	500	
0254	Printer / Copies	2,035	2,040	2,040	2,040	2,040	2,040	
0255	IS Services / Internal	13,120	24,080	24,080	26,160	23,140	23,140	
0258	GIS Services/Internal	1,110	1,230	1,230	0	0	0	
0293	Maint of Motor Veh/Fleet	499	600	850	660	660	660	
0294	Oil and Fluids/Fleet	75	110	180	140	140	140	
0296	Maint of Oper Eq/Fleet	4,912	4,500	4,500	4,950	4,950	4,950	
0301	Office Supplies	499	500	500	500	500	500	
0302	Inhouse Printing	0	10	10	10	10	10	
0306	Cleaning/Janitor Supplies	1,816	2,200	2,200	2,200	2,200	2,200	
0310	Gasoline & Oil	707	1,080	1,100	1,120	1,120	1,120	
0314	Building Maint Supplies	1,070	1,300	1,000	1,300	1,300	1,300	
0316	Equipment Maint. Supplies	132	400	200	300	300	300	
0319	Safety Supplies	439	400	500	500	500	500	
0320	Small Tools	30	50	50	50	50	50	
0332	Salt & Stone Chips	0	100	50	100	100	100	
0333	All Other Supplies	540	500	500	500	500	500	
0343	Small Program Packages	0	100	100	100	100	100	
0345	Shop Supplies	97	200	200	200	200	200	
0347	Small Computer Hardware	0	300	300	300	300	300	
MUNICIPAL GARAGE		480,039	517,520	510,200	531,010	526,230	527,740	10,220

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>CECIL STREET GARAGE (3702-732)</u>								
0102	Full Time Hourly Wages	3,909	5,250	12,000	7,000	7,060	7,090	
0110	Health Insurance	1,404	1,600	3,200	2,280	2,160	2,160	
0111	Fringes	782	1,060	2,420	1,410	1,420	1,430	
0214	Maint of Buildings	2,380	2,000	4,400	2,000	2,000	2,000	
0216	Maint of Operating Equip	0	100	220	100	100	100	
0222	Electricity	1,360	2,380	2,000	2,050	2,050	2,050	
0223	Natural Gas	6,116	4,000	4,000	4,120	4,120	4,120	
0224	Water & Sewer	3,188	3,200	3,200	3,200	3,200	3,200	
0226	Storm Water	3,864	3,870	3,870	3,870	3,870	3,870	
0236	Outside Services	83	200	230	200	200	200	
0306	Cleaning/Janitor Supplies	9	50	50	50	50	50	
0333	All Other Supplies	0	200	200	200	200	200	
	CECIL STREET GARAGE	23,095	23,910	35,790	26,480	26,430	26,470	2,560
<u>REFUSE GARBAGE COLLECTION (4101-733)</u>								
0102	Full Time Hourly Wages	170,982	168,170	170,000	180,000	181,660	182,440	
0104	Overtime Wages	3,550	3,200	5,900	3,600	3,600	3,600	
0110	Health Insurance	60,094	52,250	52,250	59,890	56,620	56,620	
0111	Fringes	35,229	34,770	35,690	37,050	37,380	37,530	
0115	Schools/Seminars/Training	0	200	200	200	200	200	
0124	Meal Allowance	4	10	20	10	10	10	
0127	DOT Emp Notification Prog	0	20	20	20	20	20	
0202	Outside Printing	0	200	1,430	1,000	1,000	1,000	
0205	Debit Card Charges	165	150	220	200	200	200	
0206	Advertising & Publication	0	300	150	300	300	300	
0213	Maint of Motor Vehicles	0	100	100	100	100	100	
0216	Maint of Operating Equip	0	100	0	0	0	0	
0224	Water & Sewer	2,321	2,680	2,600	2,600	2,600	2,600	
0236	Outside Services	0	2,000	2,000	2,000	2,000	2,000	
0243	Tipping Fees	380,053	397,000	390,000	420,000	420,000	420,000	
0244	Commercial Dumpsters	63,209	70,000	70,000	72,000	72,000	72,000	
0245	License Fees	208	200	250	220	220	220	
0249	Dumpster Pulls	58,226	45,000	50,000	50,000	50,000	50,000	
0293	Maint of Motor Veh/Fleet	61,935	55,000	55,000	61,600	61,600	61,600	
0294	Oil and Fluids/Fleet	2,456	3,300	6,300	4,400	4,400	4,400	
0296	Maint of Oper Eq/Fleet	0	330	300	330	330	330	
0310	Gasoline & Oil	66,785	76,000	65,000	67,000	67,000	67,000	
0313	Motor Vehicles Maint. Sup	0	300	300	300	300	300	
0316	Equipment Maint. Supplies	0	100	100	100	100	100	
0319	Safety Supplies	400	400	400	400	400	400	
0320	Small Tools	150	150	150	150	150	150	
0333	All Other Supplies	7	150	150	150	150	150	
0339	Tires & Tire Maintenance	18,393	16,000	20,000	20,000	20,000	20,000	
	REFUSE GARBAGE COLLECTION	924,167	928,080	928,530	983,620	982,340	983,270	55,190

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>SANITARY SEWERS/LIFT STATION (4103-733)</u>								
0102	Full Time Hourly Wages	108,557	142,950	130,000	138,000	139,270	139,870	
0104	Overtime Wages	1,311	1,500	5,300	3,000	3,000	3,000	
0110	Health Insurance	38,842	44,030	44,030	46,000	43,490	43,490	
0111	Fringes	22,175	29,310	27,450	28,450	28,710	28,820	
0115	Schools/Seminars/Training	80	200	200	200	200	200	
0124	Meal Allowance	8	50	50	50	50	50	
0216	Maint of Operating Equip	0	100	100	100	100	100	
0221	Telephone	3,821	4,200	3,850	3,850	3,850	3,850	
0222	Electricity	34,681	41,400	38,000	39,000	39,000	39,000	
0223	Natural Gas	678	500	500	520	520	520	
0224	Water & Sewer	5,031	5,220	5,220	5,220	5,220	5,220	
0227	Cellular Telephone	534	320	430	860	860	860	
0236	Outside Services	14,399	23,000	22,000	22,000	22,000	22,000	
0238	Professional Services	0	500	500	500	500	500	
0242	Permits	0	100	100	100	100	100	
0252	Rental of Equipment	400	500	500	500	500	500	
0293	Maint of Motor Veh/Fleet	20,414	22,000	25,130	24,200	24,200	24,200	
0294	Oil and Fluids/Fleet	779	1,100	1,100	1,210	1,210	1,210	
0296	Maint of Oper Eq/Fleet	1,572	5,000	4,500	5,500	5,500	5,500	
0305	Chemicals	1,794	1,200	1,200	1,200	1,200	1,200	
0310	Gasoline & Oil	16,644	18,000	16,000	16,500	16,500	16,500	
0313	Motor Vehicles Maint. Sup	0	100	100	100	100	100	
0316	Equipment Maint. Supplies	784	700	800	800	800	800	
0319	Safety Supplies	663	1,000	750	1,000	1,000	1,000	
0320	Small Tools	380	200	200	200	200	200	
0331	Sand Gravel Hot/Cold Mix	430	300	300	300	300	300	
0333	All Other Supplies	613	1,000	800	900	900	900	
0335	Manhole/Catch Basin/Pipe	847	500	500	500	500	500	
0339	Tires & Tire Maintenance	1,486	1,000	1,500	1,500	1,500	1,500	
0344	Small Equipment	139	800	800	800	800	800	
0346	Maint of Lift Station	1,879	4,000	3,000	3,500	3,500	3,500	
	SAN. SEWERS/LIFT STATION	278,941	350,780	334,910	346,560	345,580	346,290	(4,490)
<u>SANITARY T-V SEWER INSP. & SEALING (4104-733)</u>								
0102	Full Time Hourly Wages	0	210	200	200	200	200	
0110	Health Insurance	0	60	60	70	70	70	
0111	Fringes	0	40	40	40	40	40	
0224	Water & Sewer	0	400	400	400	400	400	
0236	Outside Services	6,153	43,000	43,000	43,000	43,000	43,000	
0238	Professional Services	0	500	500	500	500	500	
0252	Rental of Equipment	0	500	500	500	500	500	
	T-V SEWER INSP. & SEALING	6,153	44,710	44,700	44,710	44,710	44,710	0

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>REPAIR OF STREETS (5101-734)</u>								
0102	Full Time Hourly Wages	184,247	220,730	200,000	218,000	220,010	220,960	
0104	Overtime Wages	415	100	700	150	150	150	
0110	Health Insurance	65,050	67,270	67,270	71,160	67,270	67,270	
0111	Fringes	37,273	44,810	40,730	44,020	44,430	44,610	
0115	Schools/Seminars/Training	0	50	50	50	50	50	
0213	Maint of Motor Vehicles	0	150	150	150	150	150	
0216	Maint of Operating Equip	36	150	150	150	150	150	
0236	Outside Services	52,715	54,000	54,000	55,000	55,000	55,000	
0293	Maint of Motor Veh/Fleet	23,337	30,000	22,000	33,000	33,000	33,000	
0294	Oil and Fluids/Fleet	408	2,200	2,000	2,420	2,420	2,420	
0296	Maint of Oper Eq/Fleet	5,844	9,000	9,000	9,900	9,900	9,900	
0310	Gasoline & Oil	16,560	13,000	13,000	13,300	13,300	13,300	
0313	Motor Vehicles Maint. Sup	0	50	50	50	50	50	
0316	Equipment Maint. Supplies	8	350	350	350	350	350	
0319	Safety Supplies	121	300	300	300	300	300	
0320	Small Tools	471	100	100	100	100	100	
0331	Sand Gravel Hot/Cold Mix	31,935	22,000	25,000	26,000	26,000	26,000	
0333	All Other Supplies	1,255	3,500	2,500	3,000	3,000	3,000	
0339	Tires & Tire Maintenance	1,264	1,500	1,800	1,500	1,500	1,500	
	REPAIR OF STREETS	420,939	469,260	439,150	478,600	477,130	478,260	9,000
<u>SNOW & ICE REMOVAL (6102-735)</u>								
0102	Full Time Hourly Wages	82,010	89,340	100,000	100,000	100,920	101,360	
0104	Overtime Wages	66,350	80,000	80,000	80,000	80,000	80,000	
0110	Health Insurance	42,722	52,840	52,840	58,720	55,510	55,510	
0111	Fringes	30,039	34,270	36,430	36,320	36,510	36,590	
0115	Schools/Seminars/Training	209	200	200	200	200	200	
0124	Meal Allowance	1,404	1,500	1,800	1,500	1,500	1,500	
0213	Maint of Motor Vehicles	0	500	500	500	500	500	
0216	Maint of Operating Equip	0	100	100	100	100	100	
0236	Outside Services	600	2,000	2,690	2,000	2,000	2,000	
0293	Maint of Motor Veh/Fleet	90,553	95,000	70,000	104,500	104,500	104,500	
0294	Oil and Fluids/Fleet	4,159	5,500	5,500	6,050	6,050	6,050	
0296	Maint of Oper Eq/Fleet	48,660	40,000	65,000	49,500	49,500	49,500	
0310	Gasoline & Oil	41,440	30,000	50,000	35,000	35,000	35,000	
0313	Motor Vehicles Maint. Sup	0	200	200	200	200	200	
0316	Equipment Maint Supplies	0	500	500	500	500	500	
0319	Safety Supplies	0	200	200	200	200	200	
0320	Small Tools	0	100	100	100	100	100	
0332	Salt & Stone Chips	101,757	108,000	108,000	113,500	113,500	113,500	
0333	All Other Supplies	904	800	800	800	800	800	
0339	Tires & Tire Maintenance	4,672	5,000	5,000	5,000	5,000	5,000	
0344	Small Equipment	0	50	50	50	50	50	
	SNOW & ICE REMOVAL	515,479	546,100	579,910	594,740	592,640	593,160	47,060

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>WEED CUTTING (6103-735)</u>								
0102	Full Time Hourly Wages	23,224	23,130	26,000	24,000	24,220	24,320	
0103	Temporary Wages	10,120	10,000	5,170	10,000	10,000	10,000	
0110	Health Insurance	11,979	10,250	10,250	11,090	10,480	10,480	
0111	Fringes	6,647	6,710	6,320	6,860	6,900	6,920	
0293	Maint of Motor Veh/Fleet	4,152	3,000	3,050	3,300	3,300	3,300	
0294	Oil and Fluids/Fleet	273	280	600	310	310	310	
0296	Maint of Oper Eq/Fleet	11,282	9,500	9,000	10,450	10,450	10,450	
0310	Gasoline & Oil	3,386	3,000	3,240	3,100	3,100	3,100	
0319	Safety Supplies	0	50	50	50	50	50	
0333	All Other Supplies	760	800	800	800	800	800	
0339	Tires & Tire Maintenance	0	300	300	300	300	300	
	WEED CUTTING	71,823	67,020	64,780	70,260	69,910	70,030	3,010
<u>TRAFFIC CONTROL (7101-736)</u>								
0102	Full Time Hourly Wages	79,740	86,190	86,000	93,000	93,860	94,270	
0104	Overtime Wages	5,285	7,000	9,000	6,000	6,000	6,000	
0110	Health Insurance	29,877	28,500	28,500	32,290	30,530	30,530	
0111	Fringes	17,156	18,900	19,270	19,980	20,150	20,230	
0115	Schools/Seminars/Training	0	200	200	200	200	200	
0124	Meal Allowance	24	50	100	50	50	50	
0217	Maint of Traffic Signals	7,966	8,000	8,000	8,000	8,000	8,000	
0218	Maintenance of Software	1,350	1,350	1,490	1,550	1,550	1,550	
0221	Telephone	3	20	10	10	10	10	
0222	Electricity	13,279	14,380	14,000	14,350	14,350	14,350	
0227	Cellular Telephone	949	1,000	1,000	1,000	1,000	1,000	
0229	Maint of Pavement Marking	17,674	1,000	1,000	1,000	1,000	1,000	
0236	Outside Services	446	500	500	500	500	500	
0293	Maint of Motor Veh/Fleet	5,890	5,000	5,000	5,500	5,500	5,500	
0294	Oil and Fluids/Fleet	83	140	140	150	150	150	
0296	Maint of Oper Equip/Fleet	0	110	110	120	120	120	
0301	Office Supplies	0	20	20	20	20	20	
0310	Gasoline & Oil	2,644	3,450	2,500	2,600	2,600	2,600	
0316	Equipment Maint. Supplies	0	1,200	1,000	1,000	1,000	1,000	
0317	Traffic Signal Supplies	11,271	42,729	41,500	27,000	27,000	27,000	
0319	Safety Supplies	241	100	100	100	100	100	
0320	Small Tools	1,050	500	500	500	500	500	
0324	Pavement Marking Supplies	0	1,300	1,300	1,300	1,300	1,300	
0327	Sign & Barricade Supplies	16,371	15,000	14,000	15,000	15,000	15,000	
0333	All Other Supplies	0	100	100	100	100	100	
0344	Small Equipment	154	200	1,600	200	200	200	
	TRAFFIC CONTROL	211,453	236,939	236,940	231,520	230,790	231,280	(5,659)

CITY OF NEENAH
OPERATING BUDGET
***** PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>STREET LIGHTING (7104-736)</u>								
0102	Full Time Hourly Wages	2,695	2,630	1,000	2,500	2,520	2,530	
0110	Health Insurance	968	800	800	820	780	780	
0111	Fringes	537	530	200	500	500	500	
0222	Electricity	552,733	575,000	600,000	615,000	615,000	615,000	
0236	Outside Services	3,334	5,000	5,000	5,000	5,000	5,000	
0293	Maint of Motor Veh/Fleet	0	220	220	240	240	240	
0311	Fixed Equip. Maint Supply	178	2,500	1,000	2,500	2,500	2,500	
0316	Equipment Maint. Supplies	1,806	100	100	100	100	100	
0333	All Other Supplies	128	300	300	300	300	300	
	STREET LIGHTING	562,379	587,080	608,620	626,960	626,940	626,950	39,870
<u>CAPITAL OUTLAY - P.W. EQUIP. (7581-737)</u>								
8108	Office Furniture & Equip.	0	250	250	250	250	250	
8113	Communication Equipment	0	750	750	750	750	750	
8115	Computer Hardware Outlay	6,927	4,200	4,200	4,200	4,200	4,200	
8116	Maintenance Equipment	3,197	4,000	4,000	4,000	4,000	4,000	
8133	All Other Equipment	354	1,000	1,000	1,000	1,000	1,000	
	CAP. OUTLAY - P.W. EQUIP.	10,478	10,200	10,200	10,200	10,200	10,200	0
<u>DPW SERVICES - INTERDEPARTMENTAL (7901-739 thru 7999-739)</u>								
0101	Salaries	1,321	0	0	0	0	0	
0102	Full Time Hourly Wages	5,985	3,250	4,000	8,110	8,180	8,220	
0104	Overtime Wages	460	50	300	100	100	100	
0110	Health Insurance	2,595	1,010	1,300	2,680	2,530	2,530	
0111	Fringes	1,549	670	870	1,660	1,680	1,690	
	DPW SERVICES - INTERDEPT.	11,910	4,980	6,470	12,550	12,490	12,540	7,560
PUBLIC WORKS DEPARTMENT		4,308,608	4,640,179	4,641,280	4,827,420	4,808,320	4,816,940	176,761
								3.81%

CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES

Department/Office:
Public Works
Program:
Public Works

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Director of Public Works	19	1.00	19	1.00
Public Works Superintendent	14	1.00	14	1.00
P.W. Asst. Superintendent	11	1.00	11	1.00
Civil Engineer III	13	1.00	13	1.00
Traffic Engineer	13	1.00	13	1.00
Civil Engineer II	12	1.00	12	1.00
Engineering Technician I	10	1.00	10	1.00
Const. Insp./Engineer Aide I	7	1.00	7	1.00
Office Manager	7	1.00	7	1.00
Traffic Maintenance Crew Person	E	1.00	E	1.00
Crew Person	D	25.00	D	25.00
Garage Attendant	D	0.50	D	0.50
(shared w/ Fleet Management)				
Subtotal		35.50		35.50
PART-TIME				
Garage Admin Assistant (1,510 Hours)	6	0.75	6	0.75
TOTAL	XXX	36.25	XXX	36.25

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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).

Operating Budget Information/Number of Employees

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 1,560,861	\$ 1,827,310	\$ 1,962,760	7.41%	\$ 1,950,790	6.76%	\$ 1,955,560	7.02%

No. of Employees (FTE)	9.67	9.67	10.67	10.34%	10.67	10.34%	10.67	10.34%
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Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recomemended	\$ (11,970)
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Mayor's Comments:

The Information Systems (I/S) department's 2024 budget included a request for a new Help Desk Support Technician with an annual cost of \$70,690. Due to operating budget constraints, I can not recommend a position being added in this department. Reductions to the I/S expenditure budget decrease the transfers needed from departments, as I/S allocates their costs out to all of the departments that they serve. There was a reduction of \$10,440 to the IS Services/Internal account for this department.

Because I highly value our City of Neenan employees and consider them to be our most important resource, I added a 2% cost-of-living adjustment in July 2024. This will be in addition to the already requested 1.5% step increase in January 2024. This equated to an additional \$9,420 of salary and fringe in this department.

While preparing the budget, we were at a 12% increase in health insurance. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish an overall 9.68% increase, which is a decrease of 2.32%. This will result in cost savings of \$10,950 for this department.

* Note: Starting in 2024, the GIS budget will be absorbed into Community Development's budget in the City's General Fund. The one (1) position for GIS is under the supervision of the Community Development department, thus the number of positions in Community Development went up by one and was reduced to zero in the GIS Internal Service fund.

Council Amendment	\$	4,770
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An additional 1% wage increase on July 1 to all non-union employees was approved, this will increase wage and fringe expenditures in this department by \$4,770.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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, coordinate GIS services, 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; overseeing the City's GIS functions; 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.

2023 Accomplishments:

Planning

As of September 1, 2023, Staff have reviewed 24 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 2019 and 2022, Staff have averaged 52 planning/zoning reviews per year. The major development cases of 2022 included the review of the Neenah Police Station addition, the conversion of the former KC South Office to apartments, and the on-going development of the Freedom Acres and Homes at Freedom Meadows Subdivision.

The Department finalized the Neenah Next Downtown Master Plan in conjunction with RDG Planning and Design. The Plan serves as a vision for the future development and redevelopment of the Downtown.

The Department assisted in the update to the Freedom Acres/Homes at Freedom Meadows Subdivision concept plan. The updated concept plan increased the number of total single-family lots by over 56 percent.

Inspections

As of August 2023, completed over 3,368 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 2023, the City Sealer completed 151 inspections which included regulation inspections, complaint-based inspections and recheck inspections.

City Assessor

The Assessment division completed an interim market update (revaluation) of all real property in the City. The last revaluation occurred in 2019. Since then, property values have continued to rise to a point the City's assessment ratio fell out of acceptable range. Associated Appraisal Consultants, the City's contracted assessor, with the help of City assessment staff, reviewed and analyzed nearly 1,000 recent property sales which was a major component in a revaluation.

Economic Development

Managed Community Development Authority projects. Closed TID No. 5 and No. 6. Used surplus from both of these TID's to create an affordable housing fund. Worked closely with major employers, including Galloway Company to facilitate large-scale expansion project and Edgewater Door with a new manufacturing facility. Provide assistance to developers and businesses looking to locate, relocate or expand in Neenah. Continue to market industrial sites in the Southpark Industrial Center and Southpark Industrial Center expansion area and commercial sites along S. Commercial Street. Continue to participate in the Arrowhead/Waterfront District Master Plan development.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

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

Geographic Information Systems (GIS)

The Department continues to promote and expand GIS throughout the City, both internally and externally. GIS staff met with the DOLAS department to introduce GIS opportunities and promote the GIS tools currently available. A GIS application was created as part of the revaluation to allow property owners to see recent property sales and review their preliminary assessment value.

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.

2024 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.
- Update the City's Sign Code
- Review and amend, where necessary, the Department's planning and zoning review process including updating City applications.
- Create a housing study and implement strategies.
- Review and Update the City's Comprehensive Plan (5-year update)
- 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 Assessor

- Create a neighborhood review program which aims to increase interior and exterior inspections homes.
- 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 OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

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

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 six Tax Increment Districts.
- Implement S. Commercial Street Corridor Redevelopment Plan and Neenah Next Downtown Master 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, Deferred Assessment 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
- Develop a GIS Strategic Plan

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 2024 Adopted Budget:

Administration:

- Code Updates: Increase of \$30,000

GIS:

- This division's expenses are being charged directly to Community Development. In the past GIS was treated as an Internal Service Fund that then allocated the costs to each department. Charges are still being allocated to Fire Department, and all Utilities.

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
COMMUNITY DEVELOPMENT								
<u>COMM. DEVELOPMENT ADMIN. (9301-801)</u>								
0101	Salaries	327,078	344,500	344,390	354,520	358,140	359,980	
0103	Temporary Wages	4,917	7,750	5,500	7,750	7,750	7,750	
0110	Health Insurance	73,680	74,870	74,870	82,480	77,980	77,980	
0111	Fringes	56,508	60,990	60,580	62,550	63,180	63,520	
0115	Schools/Seminars/Training	0	200	200	1,750	1,750	1,750	
0128	Empl Recognition Awards	235	30	30	30	30	30	
0203	Postage	1,152	1,200	1,200	1,200	1,200	1,200	
0204	Conferences & Meetings	301	500	500	0	0	0	
0206	Advertising & Publication	0	200	200	200	200	200	
0207	Dues & Memberships	956	500	510	500	500	500	
0212	Maint of Office Equipment	0	50	50	50	50	50	
0218	Maint of Software	796	550	550	550	550	550	
0227	Cellular Telephone	960	1,000	600	500	500	500	
0236	Outside Services	0	250	250	30,000	30,000	30,000	
0254	Printer / Copies	1,608	1,530	1,530	1,530	1,530	1,530	
0255	IS Services / Internal	16,430	25,540	25,540	28,600	25,300	25,300	
0258	GIS Services/Internal	8,770	9,690	9,690	0	0	0	
0301	Office Supplies	528	600	600	600	600	600	
0302	Inhouse Printing	0	30	30	30	30	30	
0303	Computer Oper Supplies	0	250	250	250	250	250	
0308	Books and Periodicals	0	100	100	100	100	100	
0333	All Other Supplies	399	100	200	100	100	100	
0343	Small Program Packages	449	500	500	500	500	500	
0344	Small Equipment	76	200	200	200	200	200	
0347	Small Computer Hardware	1,360	600	600	600	600	600	
	COMM. DEVELOP. ADMIN.	496,203	531,730	528,670	574,590	571,040	573,220	41,490
<hr/>								
<u>INSPECTIONS (9302-801)</u>								
0101	Salaries	192,953	220,060	219,710	226,550	228,860	230,010	
0110	Health Insurance	50,040	50,850	50,850	56,180	53,110	53,110	
0111	Fringes	38,276	43,700	43,630	45,140	45,540	45,750	
0115	Schools/Seminars/Training	2,060	3,400	3,100	3,000	3,000	3,000	
0205	Debit Card Charges	4,923	4,500	4,500	4,830	4,830	4,830	
0207	Dues & Memberships	341	400	790	400	400	400	
0213	Maint of Motor Vehicles	0	200	100	200	200	200	
0218	Maint of Software	143	270	0	270	270	270	
0227	Cellular Telephone	1,663	2,200	2,200	2,200	2,200	2,200	
0236	Outside Services	75	200	100	450	450	450	
0254	Printer / Copies	201	190	190	190	190	190	
0255	IS Services / Internal	13,260	20,940	20,940	21,670	19,170	19,170	
0258	GIS Services/Internal	3,000	3,320	3,320	0	0	0	
0293	Maint Of Motor Veh/Fleet	683	2,300	1,950	4,620	4,620	4,620	
0294	Oil and Fluids/Fleet	49	160	160	180	180	180	
0302	Inhouse Printing	0	60	40	70	70	70	
0308	Books and Periodicals	0	1,400	1,400	800	800	800	
0310	Gasoline & Oil	2,184	2,600	1,800	2,500	2,500	2,500	
0333	All Other Supplies	41	500	500	750	750	750	
0334	Other- WI Building Seals	0	1,200	1,200	1,500	1,500	1,500	
0347	Small Computer Hardware	998	0	0	0	0	0	
	INSPECTIONS	310,890	358,450	356,480	371,500	368,640	370,000	11,550

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
GIS (9303-801)								
0101	Salaries	0	0	0	75,560	76,330	76,710	
0110	Health Insurance	0	0	0	20,620	19,490	19,490	
0111	Fringes	0	0	0	13,480	13,610	13,680	
0115	Schools/Seminars/Training	0	0	0	700	700	700	
0123	Auto Allowance	0	0	0	50	50	50	
0210	Maintenance of Hardware	0	0	0	250	250	250	
0218	Maint of Software	0	0	0	250	250	250	
0227	Cellular Telephone	0	0	0	480	480	480	
0255	IS Services / Internal	0	0	0	17,080	15,110	15,110	
0303	Computer Oper Supplies	0	0	0	750	750	750	
0343	Small Program Packages	0	0	0	250	250	250	
0347	Small Computer Hardware	0	0	0	300	300	300	
	WEIGHTS & MEASURES	0	0	0	129,770	127,570	128,020	128,020

WEIGHTS & MEASURES (9305-801)

0203	Postage	38	200	200	200	200	200	
0218	Maint of Software	48	0	0	0	0	0	
0236	Outside Services	15,610	18,500	18,500	18,500	18,500	18,500	
0301	Office Supplies	0	250	250	250	250	250	
0302	Inhouse Printing	0	100	100	100	100	100	
0303	Computer Oper Supplies	0	100	100	100	100	100	
0333	All Other Supplies	0	500	500	500	500	500	
0344	Small Equipment	0	350	350	350	350	350	
0347	Small Computer Hardware	0	250	250	250	250	250	
0349	Decals	0	100	100	0	0	0	
	WEIGHTS & MEASURES	15,696	20,350	20,350	20,250	20,250	20,250	(100)

ASSESSOR OPERATIONS (9314-801)

0101	Salaries	134,391	126,910	126,660	130,250	131,580	132,240	
0103	Temporary Wages	0	1,500	0	1,500	1,500	1,500	
0110	Health Insurance	36,840	37,440	37,440	41,240	38,990	38,990	
0111	Fringes	26,963	25,940	25,590	26,670	26,900	27,020	
0115	Schools/Seminars/Training	130	1,000	1,000	1,000	1,000	1,000	
0202	Outside Printing	675	1,200	1,370	1,200	1,200	1,200	
0203	Postage	3,751	12,000	12,000	3,500	3,500	3,500	
0207	Dues & Memberships	1,705	2,200	2,200	2,200	2,200	2,200	
0213	Maint of Motor Vehicles	7	150	50	150	150	150	
0218	Maint of Software	191	100	100	100	100	100	
0227	Cellular Telephone	662	500	1,100	1,200	1,200	1,200	
0233	Other Serv-Manufac Fees	12,860	15,000	15,000	15,000	15,000	15,000	
0236	Outside Services	36,500	90,000	90,000	36,500	36,500	36,500	
0254	Printer / Copies	201	190	190	190	190	190	
0255	IS Services / Internal	14,530	20,090	20,090	23,130	20,460	20,460	
0258	GIS Services/Internal	2,440	2,700	2,700	0	0	0	
0293	Maint Of Motor Veh/Fleet	154	220	220	240	240	240	
0294	Oil and Fluids/Fleet	23	60	60	70	70	70	
0301	Office Supplies	14	100	100	100	100	100	
0303	Computer Oper Supplies	0	50	50	50	50	50	
0308	Books and Periodicals	0	100	100	100	100	100	
0310	Gasoline & Oil	225	330	200	300	300	300	
0333	All Other Supplies	0	150	160	150	150	150	
0344	Small Equipment	0	50	50	50	50	50	
0347	Small Computer Hardware	300	200	200	200	200	200	
	ASSESSOR OPERATIONS	272,562	338,180	336,630	285,090	281,730	282,510	(55,670)

COMMUNITY DEVELOPMENT

1,095,351	1,248,710	1,242,130	1,381,200	1,369,230	1,374,000	125,290
Percent Budget Change						10.03%

CITY OF NEENAH 2024 ADOPTED OPERATING BUDGET SUPPLEMENTARY DETAIL SHEET FOR STAFFING AND SALARIES	Department/Office: Community Development
	Program: Comm. Dev. and Human Services

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Director of CD/Assessment	19	1.00	19	1.00
Deputy Director-CD/Assessmt	14	1.00	14	1.00
Chief Building Inspector	13	1.00	13	1.00
Plumbing & Mech. Inspector	12	1.00	12	1.00
Asst. Building Inspector	10	1.00	10	1.00
GIS Coordinator*	-	-	10	1.00
Assistant Planner	9	1.00	9	1.00
Property Appraiser II	10	1.00	10	1.00
Property Appraiser I	8	1.00	8	1.00
Office Manager	8	1.00	8	1.00
Admin Asst/Assessor Tech	6	0.67	6	0.67
Subtotal		9.67		10.67
TOTAL	XXX	9.67	XXX	10.67

*GIS Position currently in internal service fund. Absorbed into Community Development Budget for 2024.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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.

2023 Accomplishments:

The Commission sponsored historic tours via voyageur canoe and horse-drawn wagon. As part of the City of Neenah Sesquicentennial celebration, the Commission developed a walking tour featuring 40 properties of the 1873 era, including a brochure and signage.

Assistance was provided to two owners of historic district properties regarding historic information and repair recommendations.

2024 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 2024 Adopted Budget: None

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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.

2023 Accomplishments:

Supported the Neenah Farmers Market and provided educational presentations at the market on pollinators, recycling, solar energy, and rain barrels. Researched special event recycling practices and recommended policy. Provided articles on sustainable practices for the City newsletter and posted information on City Facebook.

2024 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. Develop bike-friendly community efforts. Evaluate new projects and programs to increase sustainable practices.

Major Increases (Decreases) in 2024 Adopted Budget: None

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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. 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.

2023 Accomplishments:

- Secured a \$4.4 million grant from the Department of Administration to assist the Neenah Visiting Nurses Association with the expansion of their Lyon Drive facility.
- Continued efforts to secure an appropriate site for a parking structure to aid in downtown parking.
- Continue brownfield investigation and remediation of a former salvage yard in the Southpark Industrial Center removing blight and provide another redevelopment option in the community.
- Completed brownfield due diligence on the former Donaldson's Cleaners site for possible redevelopment.

2024 Goals/Plans:

- 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.
- Complete design/construction of a parking structure.

Major Increases (Decreases) in 2024 Adopted Budget: None.

Y-SENIOR FRIENDS PROGRAM

Goals/Responsibilities:

Provide programs for senior citizens at Neenah-Menasha YMCA through ForeverWell program.

Activities:

Use of Neenah-Menasha YMCA facilities for 260 days per year. Services of a full-time YMCA ForeverWell Program Director and one half-time assistant to plan, organize and supervise programs and activities.

2023 Accomplishments:

Past funding: 2022 - \$16,156
2023 - \$16,479

Proposed funding: 2024 - \$16,900

2024 Goals/Plans:

Service provider continues to plan, organize and supervise programs and activities for 260 days per year.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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.

2023 Accomplishments: Distributed senior information flyer. Planned implementation of annual School for Seniors event in partnership with Lakeland University.

Major Increases (Decreases) in 2024 Adopted Budget: None.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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). 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 County Hwy G and Hwy 76 in the Neenah area.

2023 Accomplishments:

Through June 2023, there were 38,815 passenger trips on Route 30 (downtown Appleton to downtown Neenah), with 37,013 in 2022; on Route 31/32 (internal Neenah route) 16,074 passenger trips (15,846 in 2022); and on Route 41 (Neenah to Grand Chute), 11,799 passenger trips (10,632 in 2022).

2024 Goals/Plans:

Maintain existing routes and programs and review for improvements.

Major Increases (Decreases) in 2024 Adopted Budget:

	<u>2023 Budget</u>	<u>2023 Estimate</u>	<u>2024 Adopted</u>
Gross Bus Service Cost	\$510,160	\$510,160	\$520,970
Less: Grants/Aids	<u>(416,950)</u>	<u>(416,950)</u>	<u>(424,760)</u>
Net Service Cost	93,210	93,210	96,210
Add: Shelter Operating Costs	2,650	350	450
Add: Connector Service	<u>12,200</u>	<u>12,200</u>	<u>11,800</u>
 NET BUS SERVICE COST	 <u>\$108,060</u>	 <u>\$105,760</u>	 <u>\$108,460</u>

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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 aged 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 2024) less the fare, and the City of Neenah reimburses Valley Transit for the balance of the cost (the local share.)

2023 Accomplishments:

Provide estimated 3,000 rides through contract with Running, Inc., current program service provider.

2024 Goals/Plans:

Budget for an estimated 7,000 rides.

Major Increases (Decreases) in 2024 Adopted Budget: None

	2022 Actual	2023 Budget	2023 Estimate	2024 Budget
Fund Balance (Deficit) Jan. 1	147,362	190,431	190,431	217,871
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	8,196	8,440	8,440	8,600
Interest & Misc.	7,190	3,000	3,000	3,000
Total Revenue	57,386	53,440	53,440	53,600
Expenditures				
Transportation Charges	13,773	60,020	25,000	64,600
Misc. Expenditures	544	1,000	1,000	1,000
Total Expenditures	14,317	61,020	26,000	65,600
Excess Revenue Over (Under)				
Expenditures	43,069	(7,580)	27,440	(12,000)
Fund Balance (Deficit) Dec. 31	190,431	182,851	217,871	205,871

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
OTHER COMMUNITY SERVICES								
LANDMARK OPERATIONS (9319-801)								
0115	Schools/Seminars/Training	0	0	0	650	650	650	
0202	Outside Printing	0	1,000	1,000	1,000	1,000	1,000	
0203	Postage	0	100	100	100	100	100	
0204	Conferences & Meetings	60	400	700	0	0	0	
0206	Advertising & Publication	0	100	100	100	100	100	
0207	Dues & Memberships	115	200	200	200	200	200	
0236	Outside Services	1,050	2,825	2,500	500	500	500	
0301	Office Supplies	0	50	50	50	50	50	
0318	Maps and Records	0	500	500	250	250	250	
0326	Photography Supplies	0	200	200	200	200	200	
0333	All Other Supplies	0	500	500	500	500	500	
	LANDMARK OPERATIONS	1,225	5,875	5,850	3,550	3,550	3,550	(2,325)
SUSTAINABLE NEENAH COMMITTEE (9320-801)								
0115	Schools/Seminars/Training	0	300	300	300	300	300	
0202	Outside Printing	0	500	500	500	500	500	
0206	Advertising & Publication	0	100	100	100	100	100	
0207	Dues & Memberships	1,000	1,000	1,000	1,000	1,000	1,000	
0261	Misc	0	3,325	500	600	600	600	
0333	All Other Supplies	25	2,400	1,000	1,800	1,800	1,800	
	SUSTAINABLE NEENAH	1,025	7,625	3,400	4,300	4,300	4,300	(3,325)
COMMUNITY DEVELOPMENT AUTHORITY (9321-801)								
0202	Outside Printing	0	50	50	50	50	50	
0203	Postage	0	50	50	50	50	50	
0206	Advertising & Publication	0	100	100	100	100	100	
0207	Dues & Memberships	0	250	250	250	250	250	
0219	Maintenance of Land	0	6,000	1,000	6,000	6,000	6,000	
0222	Electricity	794	800	800	800	800	800	
0224	Water & Sewer	16	90	90	90	90	90	
0226	Storm Water	1,979	2,000	2,000	2,000	2,000	2,000	
0236	Outside Services	1,611	2,000	2,000	2,000	2,000	2,000	
	COM DEV AUTHORITY	4,400	11,340	6,340	11,340	11,340	11,340	0

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>MASS TRANSIT (9323-801)</u>								
0222	Electricity	1,921	2,500	200	300	300	300	
0226	Storm Water	126	150	150	150	150	150	
0236	Outside Services	428,574	510,160	510,160	520,970	520,970	520,970	
0268	Connector Cost	0	12,200	12,200	11,800	11,800	11,800	
0333	All Other Supplies	83	0	0	0	0	0	
	MASS TRANSIT	430,704	525,010	522,710	533,220	533,220	533,220	8,210
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<u>DIAL-A-RIDE PROGRAM (9322-801)</u>								
0236	Outside Services	12,000	12,000	12,000	12,000	12,000	12,000	
	Contractual Services	12,000	12,000	12,000	12,000	12,000	12,000	0
	DIAL-A-RIDE PROGRAM	12,000	12,000	12,000	12,000	12,000	12,000	0
<hr/>								
<u>Y-SENIOR FRIENDS PROGRAM (9324-801)</u>								
0236	Outside Services	16,156	16,500	16,480	16,900	16,900	16,900	
	Contractual Services	16,156	16,500	16,480	16,900	16,900	16,900	400
	Y-SENIOR FRIENDS PROGRAM	16,156	16,500	16,480	16,900	16,900	16,900	400
<hr/>								
<u>COMMITTEE ON AGING (9221-792)</u>								
0203	Postage	0	100	100	100	100	100	
0204	Conferences & Meetings	0	100	100	100	100	100	
0207	Dues & Memberships	0	50	50	50	50	50	
	Contractual Services	0	250	250	250	250	250	0
	COMMITTEE ON AGING	0	250	250	250	250	250	0
<hr/>								
OTHER COMMUNITY SERVICES		465,510	578,600	567,030	581,560	581,560	581,560	2,960
								Percent Budget Change
								0.51%

NEENAH PUBLIC LIBRARY

Department Head

Nicole Hardina-Wilhelm

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

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 2,360,737	\$ 2,499,300	\$ 2,581,600	3.29%	\$ 2,583,020	3.35%	\$ 2,601,150	4.08%

No. of Employees (FTE)	23.27	23.41	23.41	0%	23.41	0%	23.41	0%
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Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ 1,420

Mayor's Comments:

The Information Systems (I/S) department's 2024 budget included a request for a new Help Desk Support Technician with an annual cost of \$70,690. Due to operating budget constraints, I can not recommend a position being added in this department. Reductions to the I/S expenditure budget decrease the transfers needed from departments, as I/S allocates their costs out to all of the departments that they serve. There was a reduction of \$1,090 to the IS Services/Internal account for this department.

Because I highly value our City of Neenah employees and consider them to be our most important resource, I added a 2% cost-of-living adjustment in July 2024. This will be in addition to the already requested 1.5% step increase in January 2024. This equated to an additional \$14,850 of salary and fringe in this department.

While preparing the budget, we were at a 12% increase in health insurance. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish an overall 9.68% increase, which is a decrease of 2.32%. This will result in cost savings of \$12,340 for this department.

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. When factoring in 2023 operating results, the total available carry forward funds are estimated to be about \$60,000 at 12/31/23. I am recommending using \$30,000 of those ongoing carry forward funds to offset expenditures in the 2024 Library operating budget.

Council Amendment \$ 18,130

An additional 1% wage increase on July 1 to all non-union employees was approved, amounting to a \$7,500 increase of wages and fringe. In addition, a wage scale implementation adjustment was approved increasing wage and fringe expenditures by \$10,630.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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 10th highest circulating library (of physical items) in Wisconsin (as of the end of 2022) and the 12th highest circulating library of e-materials in Wisconsin (as of the end of 2022.) Neenah was the 8th highest circulating library in 2021, 7th in 2020, 9th in 2019, and 8th in 2018.

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 21% more items in 2022 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 \$3.92 in 2022, which is below the average cost per circulation in the Winnefox Library System (\$6.48) and of other libraries in Winnebago County (\$6.04.) Out of the top 25 circulating libraries in Wisconsin in 2022, we had the lowest cost per circulation. The average cost per circulation of the top 25 circulating libraries in the state was \$6.20.

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.

To help patrons find new books to read, both the youth and adult service departments started monthly book subscription services.

The Library's book bike (Bibliocycle) has been used extensively throughout the summer months to bring materials out into the community. A story time was added to the Fritse Park stop.

Programming is held in person and virtually. In-person programming is held in the library, in local parks and schools, 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 \$48,000 in donations in 2022.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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, Highlands at Mahler Park, and many more.

2024 Goals/Plans:

- Continue to provide materials in a variety of formats to meet the reading, listening, and viewing needs and interests of the community. Increase the number of experience kits and nontraditional items for patrons to check out.
- 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 2024 Adopted Budget:

Electronic Materials

The Electronic Materials budget request is increased and includes subscriptions to downloadable audiobooks, videos, music, and electronic books, Overdrive (\$32,000) and Hoopla (\$40,000), as well as reference sources: Ancestry and Pronunciator (\$5,000). The Library continues to see a significant increase in the use of electronic materials. Circulation of electronic materials is up 15% over the same time in 2022.

WALS (Winnefox Automated Library System) Computerization

The 2024 fee for WALS will increase 2.77%. Neenah continues to be the highest circulating library in WALS, resulting in WALS fees higher than other libraries in the Winnefox Library System.

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 6.2% increase (\$54,887) 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, Green Lake, and Waupaca counties for checkout to their residents at the Neenah Public Library.

Advertising & Publications

The Neenah News will be delivered to every household with a 54956-zip code for free. To promote library programs and services, purchase ad space monthly in the newspaper. Increased the budget by \$1,800.

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
PUBLIC LIBRARY								
<u>LIBRARY ADMINISTRATION (9501-821)</u>								
0101	Salaries	759,164	786,350	718,450	782,140	789,900	799,210	
0102	Hourly Wages	421,094	499,080	490,180	529,160	534,410	540,290	
0103	Temporary Wages	67,683	70,000	82,000	72,000	72,000	72,000	
0109	Premium Pay	12,628	12,000	12,500	14,000	14,000	14,000	
0110	Health Insurance	213,600	213,590	213,600	227,850	215,510	215,510	
0111	Fringes	172,485	193,440	184,340	197,340	199,180	202,120	
0115	Schools/Seminars/Training	394	600	1,170	3,100	3,100	3,100	
0123	Auto Allowance	2,214	900	880	1,200	1,200	1,200	
0128	Empl Recognition Awards	100	0	0	200	200	200	
	Personal Services	1,649,362	1,775,960	1,703,120	1,826,990	1,829,500	1,847,630	71,670
0202	Outside Printing	959	300	300	400	400	400	
0203	Postage	2,867	2,420	2,130	2,550	2,550	2,550	
0204	Conferences & Meetings	2,300	2,000	2,000	0	0	0	
0205	Credit/Debit Charges	0	500	0	0	0	0	
0206	Advertising & Publication	1,142	200	750	2,000	2,000	2,000	
0207	Dues & Memberships	2,262	2,300	2,000	2,300	2,300	2,300	
0212	Maint of Office Equipment	316	500	400	500	500	500	
0214	Maintenance of Buildings	45,104	45,000	45,000	48,000	48,000	48,000	
0218	Software Maintenance	4,691	5,300	6,810	7,000	7,000	7,000	
0219	Maintenance of Land	315	1,000	500	1,000	1,000	1,000	
0221	Telephone	4,047	3,100	3,100	3,100	3,100	3,100	
0222	Electricity	65,107	55,500	50,000	55,500	55,500	55,500	
0223	Natural Gas	20,028	14,500	18,190	18,800	18,800	18,800	
0224	Water & Sewer	6,535	9,950	8,500	9,000	9,000	9,000	
0225	Commercial Dumpster	748	800	700	800	800	800	
0226	Storm Water	924	1,000	1,000	1,100	1,100	1,100	
0227	Cellular Telephone	796	400	550	400	400	400	
0236	Outside Services	20,941	16,800	16,800	20,000	20,000	20,000	
0237	Pest Control	282	400	150	400	400	400	
0246	Property & Liability Ins	17,599	18,000	18,210	18,500	18,500	18,500	
0249	Collection Services	1,944	2,000	1,690	2,000	2,000	2,000	
0250	Copy Mach. Lease/Supplies	18,834	24,000	21,000	23,000	23,000	23,000	
0252	Rental of Equipment	581	500	510	600	600	600	
0255	IS Services/Internal	8,040	8,020	8,020	9,470	8,380	8,380	
	Contractual Services	226,362	214,490	208,310	226,420	225,330	225,330	10,840
0301	Office Supplies	2,681	5,500	5,500	5,500	5,500	5,500	
0303	Computer Operation Supply	60	100	50	100	100	100	
0306	Cleaning/Janitor Supplies	12,725	11,000	11,000	11,500	11,500	11,500	
0316	Equipment Maint Supplies	35	300	250	200	200	200	
0319	Safety Supplies	1,318	2,000	1,500	1,500	1,500	1,500	
0340	Library Books & Materials	214,377	215,000	215,000	215,000	215,000	215,000	
0341	Library Supplies	9,667	9,000	8,000	8,000	8,000	8,000	
0342	Tech Service Supplies	9,255	9,000	8,000	9,000	9,000	9,000	
0343	Small Program Packages	180	1,000	1,050	500	500	500	
0344	Small Equipment	1,561	1,500	1,200	1,200	1,200	1,200	
0349	Electronic Materials	44,578	65,000	70,000	80,000	80,000	80,000	
	Supplies & Materials	296,437	319,400	321,550	332,500	332,500	332,500	13,100
	LIBRARY ADMINISTRATION	2,172,161	2,309,850	2,232,980	2,385,910	2,387,330	2,405,460	95,610

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>WALS COMPUTERIZATION (9503-821)</u>								
0203	Postage	0	200	230	2,000	2,000	2,000	
0236	Outside Services	160,576	160,250	162,880	164,690	164,690	164,690	
0253	Technology Res Fund	28,000	29,000	29,000	29,000	29,000	29,000	
	Contractual Services	188,576	189,450	192,110	195,690	195,690	195,690	6,240
	WALS COMPUTERIZATION	188,576	189,450	192,110	195,690	195,690	195,690	6,240
	TOTAL EXPENDITURES	2,360,737	2,499,300	2,425,090	2,581,600	2,583,020	2,601,150	101,850
<u>OPERATING RECEIPTS (010-0000-542)</u>								
0200	Library Receipts	344	500	200	200	200	200	
0300	Coffee Sales	189	300	150	200	200	200	
0400	Bottled Beverages/Snacks	2,624	2,400	2,400	2,000	2,000	2,000	
0500	Copier/Printer Fees	9,860	10,000	11,000	10,000	10,000	10,000	
0700	Lost/Damaged Materials	6,011	5,000	4,000	4,000	4,000	4,000	
1900	P-Card Rebate	6,072	3,400	4,000	3,400	3,400	3,400	
2000	Winnebago County	866,093	885,450	885,450	940,340	940,340	940,340	
2100	Calumet County	26,321	29,560	29,600	24,420	24,420	24,420	
2200	Fond Du Lac County	2,176	2,050	2,050	1,860	1,860	1,860	
2300	Waushara County	1,124	830	830	950	950	950	
2400	Green Lake County	27	100	100	300	300	300	
2500	Waupaca County	0	0	0	4,070	4,070	4,070	
4900	Collection Fee Charges	1,058	1,200	700	900	900	900	
	TOTAL OPERATING RECEIPTS	921,899	940,790	940,480	992,640	992,640	992,640	51,850
<hr/>								
	TOTAL EXPENDITURES	2,360,737	2,499,300	2,425,090	2,581,600	2,583,020	2,601,150	101,850
						Percent Budget Change		4.08%
	TOTAL REVENUES	921,899	940,790	940,480	992,640	992,640	992,640	51,850
						Percent Budget Change		5.51%
	EFFECT ON LEVY	1,438,838	1,558,510	1,484,610	1,588,960	1,590,380	1,608,510	50,000
						Percent Budget Change		3.21%
	FUNDS CARRIED FORWARD	0	(10,000)	0	0	(30,000)	(48,130)	(38,130)
	FINAL EFFECT ON LEVY	1,438,838	1,548,510	1,484,610	1,588,960	1,560,380	1,560,380	11,870
						Percent Budget Change		0.77%

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

Department/Office:
Neenah Public Library
Program:
Culture and Recreation

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Director	19	1.00	19	1.00
Youth Services Manager	14	1.00	14	1.00
Adult Services Manager	14	1.00	14	1.00
Circulation Services Manager	14	1.00	14	1.00
Adult Services Librarian	10	4.00	10	4.00
Youth Services Librarian	10	1.00	10	1.00
Acquisitions Librarian	9	1.00	9	1.00
Building Maintenance	10	0.05	10	0.05
Building Custodian	8	1.00	8	1.00
Subtotal		11.05		11.05
PART-TIME				
Admin. Asst (1,300 Hrs.)	6	0.67	6	0.67
Adult Services Librarian	10	0.53	10	0.53
Asst. Libr. -Acquisitions	8	0.67	8	0.67
Asst. Libr.-Volunteer Coord.	8	0.67	8	0.67
Lib Asst Circ. Svc (11,400 Hrs)	4	5.83	4	5.83
Lib Asst Tech. Svc (3,120 Hrs)	4	1.34	4	1.34
Asst Libr Yth Svc (5,200 hrs)	8	2.65	8	2.65
Total Part-time		12.36		12.36
TOTAL	XXX	23.41	XXX	23.41

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Parks and Recreation	Budget: Harbor Committee
Program: Culture and Recreation	Submitted by: Michael 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

2023 Accomplishments:

- Continued control measures
- Coordinated placement and removal of navigation buoys
- Coordinated the weed cutting throughout the channel / harbor.
- Purchased/Replaced 3 buoys.

2024 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.
- Assisting in the design of shoreline protection and improvements at Doty and Kimberly Point Parks

Major Increases (Decreases) in 2024 Adopted Budget: None.

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>HARBOR COMMITTEE (9602-831)</u>								
0102	Hourly	379	800	800	820	820	820	
0104	Overtime Wages	36	550	550	550	550	550	
0110	Health Insurance	149	280	280	300	280	280	
0111	Fringes	77	230	230	230	230	230	
0236	Outside Services	6,950	8,000	7,300	8,200	8,200	8,200	
0242	Permit	308	300	0	300	300	300	
0333	All Other Supplies	861	1,000	2,250	1,200	1,200	1,200	
	HARBOR COMMITTEE	8,760	11,160	11,410	11,600	11,580	11,580	420
Percent Budget Change								3.76%

**CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
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 2012 to focus exclusively on glass art, playing to our strength in our permanent collection as well as providing our community a unique opportunity to see world class glass art. By creating an exhibition platform of high caliber, recognized artists, and focusing our education, as well as collecting, the museum is now ranked in the top five glass museums in the country as well as is the largest presenter of paperweights in the world. The museum has the unique distinction of being accredited by the American Alliance of Museums since 1974 and received re-accreditation in 2023. Visitors come from broader areas, spending overnights in the Fox Valley, and contributing to the area creative economy. The Museum is the exclusive admission-free museum in the Fox Cities.

2023 Exhibitions included:

- ***Vessels from the Vault***, June 4, 2022 – January 22, 2023
- ***Between Seeing and Knowing***, October 8, 2022 – February 5, 2023
- ***2023 Fox Valley Area High School Glass Exhibit***, February 24, 2023 – April 8, 2023
- ***Under the Sea: Marine Life in Glass***, December 23, 2022 – June 25, 2023
- ***Antique French Paperweights***, January 31 – July 23, 2023
- ***Fresh Picks: A Selection of Recent Acquisitions***, July 7, 2023 – December 31, 2023
- ***Staff Picks: Selections from the Museum's Collection***, August 4, 2023 – April 21, 2024
- ***Directing the Flow: The Art of Wes Hunting***, August 11, 2023 – February 4, 2024

Directing the Flow: The Art of Wes Hunting – August 11, 2023 – February 4, 2024

Wisconsin-based artist Wes Hunting creates blown and cast glass vessels and sculpture featuring colorful palettes and murrine inspired by past and present creations of artists working in Murano, Italy. Through the process of "painting" with colored glass and cold surface cutting, his newest creations invite the viewer to gaze inward into miniature worlds, paying homage to the aesthetics of overlay paperweights. Hunting studied under glass artist Henry Halem while attending Kent State from 1975 to 1979. He served as an assistant to Richard Ritter, and has taught at the University of Kansas, Tennessee College of Crafts, Florida Keys Community College, and the University of Wisconsin – Madison. His work can be found in museums throughout the country. As a result of his selection as the 1st Place winner, sponsored by Rosann Baum Milius, of the 2022 Glass Arts Festival, Hunting's art will be on exhibit in the museum's Wisconsin Gallery through February.

Staff Picks: Selections from the Museum's Permanent Collection, August 4, 2023 – April 21, 2024

Bergstrom-Mahler Museum of Glass is home to more than 5,000 works of art in glass. This exhibition features works hand-curated by fourteen members of the museum's staff. Highlighting works from each of our four major collections, including Victorian Art Glass baskets, Germanic glass, Studio glass, and paperweights, there's sure to be something to catch your fancy. On exhibit in the museum's Mabel R. McClanahan Memorial Study Gallery.

Fresh Picks: A Selection of Recent Acquisitions, July 7, 2023 – December 31, 2023

Bergstrom-Mahler Museum of Glass is pleased to present *Fresh Picks: A Selection of Recent Acquisitions* featuring new works accepted into the permanent collection. Acquired through purchase or donated by generous collectors and artists, these new acquisitions serve to broaden the interpretive scope of our holdings while increasing artist representation. *Fresh Picks* features new acquisitions by artists including Harvey Littleton, Frederick Carder, Henry Halem, Daum Freres, Verreries Schneider, Petr Hora, Richard Jolley, Pino Signoretto, Henry B. Richardson, Mary Van Cline, Rick Ayotte, Melissa Ayotte, Pietro Bigaglia, Mount Washington Glass Works and Richard Loesel.

**CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
PROGRAM COMMENTS**

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

As an American Alliance of Museum's accredited institution, Bergstrom-Mahler Museum of Glass strategically acquires artworks that enhance our mission as a leading glass museum through exhibition, interpretation, and research. *Fresh Picks* continues the museum's tradition of celebrating the philanthropy of our generous donors. Through these gifts, Bergstrom-Mahler Museum of Glass is able to provide extraordinary glass experiences to engage our community.

***Antique French Paperweights*, January 31 – July 23, 2023**

Did you know that the first paperweight Evangeline Bergstrom collected was an antique Baccarat from 1847? It was by chance that she found herself in an antiques show in Florida while satisfying her interest in stamp collecting. The paperweight reminded her of a weight that belonged to her grandmother more than fifty years prior. In fact, Mrs. Bergstrom didn't start collecting paperweights until she was 63 years old! In this exhibition located in the Mabel R. McClanahan Memorial Study Gallery, take a journey into the past and examine antique French paperweights that Mrs. Bergstrom – or her contemporaries – would have collected. Learn about characteristic hallmarks of lampwork, millefiori and sulphide paperweights from the big three factories of St. Louis, Clichy and Baccarat as well as Pantin and St. Mande. Who knows what exciting discoveries you will make?

***Under the Sea: Marine Life in Glass*, December 23, 2022 – June 25, 2023**

Bergstrom-Mahler Museum of Glass is home to many beautiful glass treasures, including paperweights, sculpture, and Germanic drinking vessels. On from December 23rd through June 16th in the Museum's Blue Gallery, *Under The Sea: Marine Life in Glass*, showcases fourteen works of art in which artists have found their muse in the flora and fauna of the world's oceans. Works featuring fish, kelp, turtles, and water-loving birds by artists including Janet Kelman, Colin Richardson, Josh Simpson, Rick Ayotte, and factories such as Caithness and Perthshire will be on exhibit.

***2023 Fox Valley Area High School Glass Exhibit*, February 24, 2023 – April 8, 2023**

As a center for extraordinary glass experiences, Bergstrom-Mahler Museum of Glass offers unique discoveries to ignite creativity, spark fun, and cultivate learning for all. We are pleased to exhibit glass art made by area high school students in this, the 2023 Fox Valley Area High School Glass Exhibition. After creating glass art in the classroom, and in the museum glass studio, students have the opportunity to share their work in this public setting. 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 with this annual exhibit. The 2023 Fox Valley Area High School Glass Exhibition and Glass Experience Days are supported in part by Chilton Area Community Foundation Fund within the Chilton Area Community Foundation and the Lilian Noble Memorial Fund.

***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.

***Vessels from the Vault*, June 4, 2022 – January 22, 2023**

Bergstrom-Mahler Museum of Glass is home to more than 5,000 examples of glass art. 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).

**CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
PROGRAM COMMENTS**

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

Thursday Evenings

We open our doors until 8:00pm on Thursdays. 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, admission free.

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. This has proven to be very popular with the community and is admission free.

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.

GLASS Arts Festival: Created in 2022 and held on the second Saturday in August, the GLASS Arts Festival brings glass artists from around the US and community together for a fun-filled day full of free kids activities, glass blowing demonstrations, glass art for sale, exhibitions, music, and food. In 2023, the museum welcomed close to 5,000 community members.

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

2023 Outside services: (FY end June 2023) Appleton Lawn Snow & Landscape (\$11,181), Architectural Rooflines (\$238), B&G Storage (\$660), Bassett Mechanical (\$8,644), City Disposal Services (\$2,212), Irrigation Services, Inc. (\$1,261), J.D. Ogden Plumbing & Heating Inc (\$1,636), Jason's Tree Service (\$4,675), JC Security (\$230), Lowney's Landscaping Center, Inc. (\$18,635), PJ Electrical Services LLC (\$2,230), Schindler Elevator (\$7,726), Sentinel Security LLC (\$572), United States Fire Protection (\$700), Wil-Kil Pest Control (\$1,246), Xtreme Clean of the Fox Cities, LLC (\$9,470), other (\$4,574). Total: \$75,890

2023 General Maintenance/Supplies: (FY end June 2023) Maintenance supplies, janitorial supplies, tools and non-capital related building maintenance. Total: \$1,905

2023 Utilities: (FY end June 2022) \$34,332

Fiscal Year 2023 Service, Maintenance, and Utilities Total: (FY end June 2023) \$112,127

2023 Allocation spent on:

Stone steps repair and railing (\$3,000). Magnetic door lock for front entrance (\$2,500). Tree removal from lake lawn (\$4,675). Architectural Rooflines (\$238) leak in basement, Bassett Mechanical (\$8,644) repairs to HVAC, JD Ogden (\$1,636) sink removal, PJ Electrical (\$2,230) replace lights and outlets, Repair lamp post (\$800).

Total \$23,723 in 2023 (calendar year-to-date)

2024 Adopted Capital Budget:

Resurface or seal coat driveway (\$10,000 pending estimate), Repair stucco and wood exterior (\$10,000 pending estimate), Repair stone walls (\$5,000 pending estimate).

Major Increases (Decreases) in 2023 Adopted Budget:

None.

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:

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget (excluding Parks Forestry Program)	\$ 2,177,358	\$ 2,386,340	\$ 2,523,130	5.73%	\$ 2,515,630	5.42%	\$ 2,520,580	5.63%
No. of Employees (FTE) - All Funds	12.67	12.67	12.67	0%	12.67	0%	12.67	0%

Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ (7,500)

Mayor's Comments:

The Information Systems (I/S) department's 2024 budget included a request for a new Help Desk Support Technician with an annual cost of \$70,690. Due to operating budget constraints, I can not recommend a position being added in this department. Reductions to the I/S expenditure budget decrease the transfers needed from departments, as I/S allocates their costs out to all of the departments that they serve. There was a reduction of \$5,080 to the IS Services/Internal account for this department.

Because I highly value our City of Neenah employees and consider them to be our most important resource, I added a 2% cost-of-living adjustment in July 2024. This will be in addition to the already requested 1.5% step increase in January 2024. This equated to an additional \$10,000 of salary and fringe in this department.

While preparing the budget, we were at a 12% increase in health insurance. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish an overall 9.68% increase, which is a decrease of 2.32%. This will result in cost savings of \$12,420 for this department.

Council Amendment \$ 4,950

An additional 1% wage increase on July 1 to all non-union employees was approved, amounting to a \$4,950 increase of wages and fringe.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

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

2023 Accomplishments:

Park Projects:

- Arrowhead Park Revised Conceptual Master Plan
- Kimberly Point /. Doty Parks Shoreline Conceptual Master Plan
- Carpenter Preserve Revised Conceptual Master Plan
- Baldwin Park new play equipment installed
- Pool: Finish Play Equipment installation. Landscaping improvement, basin painting
- Dog Park – in progress

Recreation:

- Hosted the 9th Annual Filthy Fun Kids Run and the 3rd 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:

- | | | |
|-------------------------------|--|-----------------------------|
| • Op Rec Jr. | • Adult Tennis Open Play | • Camp Create w/the Art Bus |
| • Youth Pickleball | • Boogie Ballroom Hip Hop Camp | • Friday Night Kids Party |
| • Odyssey Climbing Field Trip | • Adult Pre/Postnatal Fitness | • Kids Learn to Knit |
| • Eggs My House | • Fireside Theater – Titanic & Scrooge the Musical | |

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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 • Community Band..... \$1600 • Trees For The Living \$5,100
- Fun Run Sponsors\$14,450 • Filthy Fun Kids Run..... \$500 • Tennis Awards..... \$500
- Movie in the Park\$1,400 • Kids Triathlon\$1,500 • Riverside Players..... \$1,700
- Park Kart\$500 • Program Sponsorship\$1,710

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

- Neenah Soccer Club • Future Neenah Inc • Youth-Go Baseball and The Hallows
- Fox Valley Sailing School • Neenah Baseball Inc • Fox Crossing Park and Rec. Dept.
- Neenah Nodaway Yacht Club • NJSD Facility Reciprocity • YMCA Day Camp and A Day in the Park

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.

	2019	2020*	2021	2022	2023	2024
Average Temperature	77°	76°	80.5°	77°	77°	
Lesson Registration	1,211	477	907	972	902	
Season Passes Sold	527	1513 Punch Cards	1590 individual passes	1,401	1,309 & 163 Punch Passes	
Daily Passes	30,876	16,425	26,401	27,479	27,294	
Total Attendance	45,880	21,247	37,860	38,630	39,045	
	Actual	Actual	Actual	Actual	Estimated	Budgeted
Expenditures	\$257,166	\$217,737	\$266,135	\$289,135	\$336,500	\$340,290
Revenue	\$(214,424)	\$(85,942)	\$(205,024)	\$(204,567)	\$(226,610)	\$(232,350)
Levy Support	\$42,742	\$131,795	\$61,111	\$84,568	\$109,890	\$107,940
Cost Recovery Rate	83%	39%	77%	71%	67%	68%

*COVID-19 Greatly impacted pool numbers

2024 Goals/Plans:

- Offer high quality, cost effective year-round recreational programming 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: TBD
 - Cook Park Redevelopment
 - Doty and Kimberly Point Seawall/Shoreline Continued Design and grant writing.
 - LLBDM Aquatic Plant Management Plan and grant writing
 - Court Replacement Southview
 - Laudan Play Equipment
 - Picnic Table Replacement Program
 - Asphalt Trail/Parking Lot Repairs
- Review all current recreation program offerings and determine future direction

Major Increases (Decreases) 2024 Adopted Budget:

- Training increase \$1,000 to address behavioral management in programs
- Add a Summer Recreation Coordinator
- Fleet Maintenance Increased \$15,000 due to rising costs
- Storm Water charges increased \$15,360 due to a correction in billing

CITY OF NEENAH
OPERATING BUDGET
***** PARK & RECREATION SUMMARY BY TYPE OF EXPENDITURE *****
FOR FISCAL YEAR 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
PERSONAL SERVICES								
0101	Salaries	440,701	471,960	463,810	479,790	485,000	487,490	
0102	Full Time Hourly Wages	264,275	291,530	276,420	300,080	303,230	304,920	
0103	Temporary Wages	335,471	441,180	404,850	473,810	473,810	473,810	
0104	Overtime Wages	33,904	28,280	33,300	27,350	27,350	27,350	
0105	Reimbursable Overtime	(270)	(330)	(330)	(400)	(400)	(400)	
0110	Health Insurance	200,910	202,460	202,870	227,370	214,950	214,950	
0111	Fringes	161,066	173,930	164,660	180,120	181,760	182,530	
0115	Schools/Seminars/Training	2,628	2,860	1,550	8,450	8,450	8,450	
0117	Clothing Allowance	9,094	9,120	8,020	9,420	9,420	9,420	
0118	License Renewal	0	40	80	40	40	40	
0123	Auto Allowance	203	300	300	300	300	300	
0124	Meal Allowance	0	20	20	20	20	20	
0127	DOT Emp Notification Prog	0	20	20	20	20	20	
0128	Empl Recognition Awards	0	1,240	1,240	1,250	1,250	1,250	
PERSONAL SERVICES		1,447,982	1,622,610	1,556,810	1,707,620	1,705,200	1,710,150	87,540
CONTRACTUAL SERVICES								
0202	Outside Printing	19,167	18,900	20,800	20,900	20,900	20,900	
0203	Postage	7,584	6,060	6,300	6,550	6,550	6,550	
0204	Conferences & Meetings	3,679	2,900	2,970	0	0	0	
0206	Advertising & Publication	1,815	2,000	2,000	2,100	2,100	2,100	
0207	Dues & Memberships	1,532	1,400	1,400	1,500	1,500	1,500	
0211	Maint of Fixed Equipment	13,275	11,400	22,430	16,000	16,000	16,000	
0213	Maint of Motor Vehicles	1,198	800	3,610	800	800	800	
0214	Maint of Buildings	6,323	6,600	16,340	6,600	6,600	6,600	
0216	Maint of Operating Equip	2,432	3,500	3,810	3,250	3,250	3,250	
0218	Software Maintenance	733	1,100	1,100	1,060	1,060	1,060	
0219	Maintenance of Land	0	1,000	1,000	1,000	1,000	1,000	
0220	Maint of Athletic Fields	3,218	2,500	4,600	2,500	2,500	2,500	
0221	Telephone	1,954	1,560	1,890	1,800	1,800	1,800	
0222	Electricity	57,955	60,770	60,770	62,320	62,320	62,320	
0223	Natural Gas	16,072	15,570	15,980	16,450	16,450	16,450	
0224	Water & Sewer	50,509	64,830	69,580	69,610	69,610	69,610	
0225	Commercial Dumpster	5,142	5,760	5,760	5,760	5,760	5,760	
0226	Storm Water	19,625	21,280	20,550	36,640	36,640	36,640	
0227	Cellular Telephone	2,552	2,200	2,300	2,300	2,300	2,300	
0233	Other Services	65,972	67,640	74,980	72,790	72,790	72,790	
0234	Credit Card Payment Fees	19,474	16,500	22,700	20,000	20,000	20,000	
0236	Outside Services	41,555	54,850	63,730	58,720	58,720	58,720	
0237	Pest Control	2,689	3,100	2,940	3,100	3,100	3,100	
0238	Professional Services	2,674	1,200	2,180	1,300	1,300	1,300	
0242	Permits	781	630	650	650	650	650	
0251	Rental	13,346	23,350	18,070	21,200	21,200	21,200	
0252	Rental of Equipment	2,253	2,000	2,000	2,000	2,000	2,000	
0254	Printer / Copies	3,084	2,970	2,970	2,980	2,980	2,980	
0255	IS Services / Internal	29,900	38,500	38,500	44,020	38,940	38,940	
0258	GIS Services/Internal	9,320	10,300	10,300	0	0	0	
0293	Maint of Motor Veh/Fleet	27,370	30,800	30,800	33,880	33,880	33,880	
0294	Oil and Fluids/Fleet	2,377	2,200	2,600	2,860	2,860	2,860	
0296	Maint of Oper Eq/Fleet	109,639	95,000	125,000	110,000	110,000	110,000	
CONTRACTUAL SERVICES		545,199	579,170	660,610	630,640	625,560	625,560	46,390

**CITY OF NEENAH
OPERATING BUDGET
*** PARK & RECREATION SUMMARY BY TYPE OF EXPENDITURE ***
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>SUPPLIES & MATERIALS</u>								
0301	Office Supplies	787	900	830	900	900	900	
0306	Chemicals	715	300	300	300	300	300	
0308	Cleaning/Janitor Supplies	14,011	12,800	14,710	13,300	13,300	13,300	
0310	Gasoline & Oil	41,098	32,300	32,300	32,950	32,950	32,950	
0311	Fixed Equipment Maint. Sup	2,339	2,450	7,850	2,850	2,850	2,850	
0312	Playground Maintenance	4,113	11,000	11,000	11,000	11,000	11,000	
0313	Motor Vehicles Maint. Sup	187	400	400	400	400	400	
0314	Building Maint. Supplies	10,150	10,400	16,760	10,400	10,400	10,400	
0315	Land Maintenance Supplies	15,101	16,100	16,200	16,100	16,100	16,100	
0316	Equipment Maint. Supplies	1,501	3,400	4,690	3,400	3,400	3,400	
0319	Safety Supplies	2,238	2,600	2,840	2,650	2,650	2,650	
0320	Small Tools	330	900	1,090	900	900	900	
0321	Athletic Field Maint. Sup	20,801	17,000	19,440	17,000	17,000	17,000	
0326	Photography Supplies	63	100	100	100	100	100	
0333	All Other Supplies	30,582	33,220	32,950	30,100	30,100	30,100	
0335	Set Design/Construction	4,253	3,500	3,000	4,000	4,000	4,000	
0336	Concession Supplies	30,836	29,620	34,770	29,620	29,620	29,620	
0337	Tickets	0	0	0	0	0	0	
0338	Costumes	31	800	600	800	800	800	
0344	Small Equipment	3,555	3,700	6,160	4,200	4,200	4,200	
0345	Shop Supplies	1,120	920	1,100	1,000	1,000	1,000	
0347	Small Computer Hardware	366	2,150	1,950	2,900	2,900	2,900	
	SUPPLIES & MATERIALS	184,177	184,560	209,040	184,870	184,870	184,870	310
TOTAL PARK & RECREATION		2,177,358	2,386,340	2,426,460	2,523,130	2,515,630	2,520,580	134,240
Percent Budget Change								5.63%

**CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES**

Department/Office:
Parks and Recreation
Program:
Culture and Recreation

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Director	18	1.00	18	1.00
Supt. of Recreation	13	1.00	13	1.00
Supt. of Parks	13	1.00	13	1.00
Recreation Supervisor	11	1.00	11	1.00
Parks Supervisor	11	1.00	11	1.00
Office Manager	7	1.00	7	1.00
Park Arborist	F	1.00	F	1.00
Park Lead Technician	E	1.00	E	1.00
Park Technician	D	<u>4.00</u>	D	<u>4.00</u>
Subtotal		12.00		12.00
PART-TIME				
Admin. Asst. (1,300 hrs.)	5	0.67	5	0.67
TOTAL	XXX	12.67	XXX	12.67

**CITY OF NEENAH
OPERATING BUDGET
*** PARK & RECREATION EXPENDITURES & REVENUES SUMMARY ***
FOR FISCAL YEAR 2024**

ACCOUNT NUMBER	PARK & RECREATION DIVISION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
REGULAR PROGRAMS SUMMARY								
781	Park & Rec. Administration	711,488	759,610	753,490	784,200	778,880	781,830	22,220
781	General Unalloc. Overhead	25,906	23,540	29,740	35,320	35,320	35,320	11,780
782	Adult Programs	4,712	2,980	3,680	3,300	3,300	3,300	320
783	Contracted Programs	45,489	47,340	53,490	50,390	50,390	50,390	3,050
785	Youth Programs	144,790	187,900	181,450	194,980	194,980	194,980	7,080
786	Other Park & Rec. Activities	13,078	13,230	15,780	13,520	13,520	13,520	290
787	Riverside Players	27,625	30,630	29,460	32,120	32,120	32,120	1,490
788	Parks	915,135	1,003,170	1,022,870	1,069,010	1,066,830	1,068,830	65,660
TOTAL EXPENDITURES		1,888,223	2,068,400	2,089,960	2,182,840	2,175,340	2,180,290	111,890
							Percent Budget Change	5.41%
TOTAL REVENUES		392,776	423,020	457,720	460,320	440,610	440,610	17,590
							Percent Budget Change	4.16%
NET EFFECT ON LEVY		1,495,447	1,645,380	1,632,240	1,722,520	1,734,730	1,739,680	94,300
							Percent Budget Change	5.73%
INDEPENDENT PROGRAMS SUMMARY								
784	Municipal Pool	289,135	317,940	336,500	340,290	340,290	340,290	22,350
TOTAL EXPENDITURES		289,135	317,940	336,500	340,290	340,290	340,290	22,350
							Percent Budget Change	7.03%
Municipal Pool								
	Pool-Special Events	250	1,200	1,200	1,200	1,200	1,200	
	Pool-Taxable Concessions	50,122	52,000	52,000	52,000	52,000	52,000	0
	Pool-Daily Receipts	61,189	60,000	72,500	72,500	72,500	72,500	12,500
	Pool-Season Pass Receipts	48,489	70,000	58,500	58,500	58,500	58,500	(11,500)
	Pool-Swim Lessons Receipts	44,224	66,700	48,000	48,000	48,000	48,000	(18,700)
	Pool-Locker Rental	152	150	150	150	150	150	0
	Over/Short	141	0	0	0	0	0	0
Municipal Pool Revenue		204,567	250,050	232,350	232,350	232,350	232,350	(17,700)
TOTAL REVENUES		204,567	250,050	232,350	232,350	232,350	232,350	(17,700)
							Percent Budget Change	-7.08%
NET EFFECT ON LEVY		84,568	67,890	104,150	107,940	107,940	107,940	40,050
							Percent Budget Change	58.99%
GRAND TOTAL EXPENDITURES		2,177,358	2,386,340	2,426,460	2,523,130	2,515,630	2,520,580	134,240
							Percent Budget Change	5.63%
GRAND TOTAL REVENUES		597,343	673,070	690,070	692,670	672,960	672,960	(110)
							Percent Budget Change	-0.02%
NET EFFECT ON LEVY		1,580,015	1,713,270	1,736,390	1,830,460	1,842,670	1,847,620	134,350
							Percent Budget Change	7.84%

**CITY OF NEENAH
OPERATING BUDGET
*** PARK & RECREATION SUMMARY BY PROGRAM ACTIVITY ***
FOR FISCAL YEAR 2024**

<u>PROGRAM ACTIVITY</u>	<u>2022 ACTUAL</u>	<u>2023 BUDGET</u>	<u>2023 ESTIMATE</u>	<u>2024 DEPT REQUEST</u>	<u>2024 PROPOSED</u>	<u>2024 ADOPTED</u>	<u>BUDGET CHANGE</u>
REGULAR PROGRAMS							
<u>PARK & REC. ADMINISTRATION</u>							
(781)							
Park & Rec Admin Office	711,488	759,610	753,490	784,200	778,880	781,830	
Gen Unallocated Overhead	25,906	23,540	29,740	35,320	35,320	35,320	
PARK & REC. ADMINISTRATION	737,394	783,150	783,230	819,520	814,200	817,150	34,000
<u>ADULT PROGRAMS</u>							
(782)							
Adult Open Gym	834	780	310	400	400	400	
Volleyball - Summer	0	400	0	0	0	0	
Tennis Lessons	1,440	700	1,470	900	900	900	
Pickleball	2,438	1,100	1,900	2,000	2,000	2,000	
ADULT PROGRAMS	4,712	2,980	3,680	3,300	3,300	3,300	320
<u>CONTRACTED PROGRAMS</u>							
(783)							
Sports Clinics	12,084	12,080	14,630	14,630	14,630	14,630	
Fitness	6,590	11,760	11,760	11,760	11,760	11,760	
Contracted Youth Programs	26,815	23,500	27,100	24,000	24,000	24,000	
CONTRACTED PROGRAMS	45,489	47,340	53,490	50,390	50,390	50,390	3,050
<u>INDEPENDENT PROGRAMS</u>							
(784)							
Municipal Pool	289,135	317,940	336,500	340,290	340,290	340,290	
INDEPENDENT PROGRAMS	289,135	317,940	336,500	340,290	340,290	340,290	22,350

**CITY OF NEENAH
OPERATING BUDGET
*** PARK & RECREATION SUMMARY BY PROGRAM ACTIVITY ***
FOR FISCAL YEAR 2024**

<u>PROGRAM ACTIVITY</u>	<u>2022 ACTUAL</u>	<u>2023 BUDGET</u>	<u>2023 ESTIMATE</u>	<u>2024 DEPT REQUEST</u>	<u>2024 PROPOSED</u>	<u>2024 ADOPTED</u>	<u>BUDGET CHANGE</u>
<u>YOUTH PROGRAMS</u>							
(785)							
Office and Supervision	2,458	2,600	2,540	2,900	2,900	2,900	
Operation Recreations	59,851	74,900	68,820	76,600	76,600	76,600	
Filthy Fun Kids Run	4,378	3,800	4,050	4,100	4,100	4,100	
Park Kart Mobile Recreati	1,011	1,250	1,150	1,250	1,250	1,250	
Special Events	12,817	7,700	8,880	7,600	7,600	7,600	
Tennis - Playgrounds	20,532	22,700	24,000	24,000	24,000	24,000	
Children's Playtime	15,264	17,410	17,100	18,860	18,860	18,860	
Sports Programs	7,125	8,520	7,820	8,170	8,170	8,170	
Youth Programs	21,354	22,900	24,020	26,400	26,400	26,400	
Op Rec Jr.	0	26,120	23,070	25,100	25,100	25,100	
YOUTH PROGRAMS	144,790	187,900	181,450	194,980	194,980	194,980	7,080
<u>OTHER PARK & REC. ACTIVITIES</u>							
(786)							
Doty Cabin	7,166	5,750	8,620	5,850	5,850	5,850	
Ice Rink Program	144	600	0	600	600	600	
Community Band	5,768	6,880	7,160	7,070	7,070	7,070	
OTHER PARK & REC. ACTIVITIES	13,078	13,230	15,780	13,520	13,520	13,520	290
<u>RIVERSIDE PLAYERS</u>							
(787)							
Production	27,625	30,630	29,460	32,120	32,120	32,120	
RIVERSIDE PLAYERS	27,625	30,630	29,460	32,120	32,120	32,120	1,490
<u>PARKS</u>							
(788)							
Parks Operations	850,524	926,060	921,810	985,720	983,740	985,740	
Reimbursable Overtime	(71)	0	0	0	0	0	
Volunteers In Parks	32	750	750	750	750	750	
City Sculpture Maint	10,634	5,690	11,090	6,580	6,580	6,580	
Riverwalk	36,152	48,110	50,470	49,090	48,910	48,910	
Vandalism	4,981	4,430	20,620	4,450	4,430	4,430	
Boat Launching Repair	1,316	1,750	1,750	1,750	1,750	1,750	
Arrowhead Park	11,567	16,380	16,380	20,670	20,670	20,670	
PARKS	915,135	1,003,170	1,022,870	1,069,010	1,066,830	1,068,830	65,660
REGULAR PROGRAMS	2,177,358	2,386,340	2,426,460	2,523,130	2,515,630	2,520,580	134,240
					Percent Budget Change		5.63%

**CITY OF NEENAH
OPERATING BUDGET
*** REVENUE DETAIL - PARK & RECREATION ***
FOR FISCAL YEAR 2024**

ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
REGULAR PROGRAMS							
<u>GENERAL RECEIPTS</u>							
Sun Shine Program	548	500	1,000	750	750	750	
Work Permits	2,080	1,500	670	1,500	1,500	1,500	
Work Permit State Payment	(1,725)	(1,600)	(660)	(1,600)	(1,600)	(1,600)	
Miscellaneous	664	300	300	300	300	300	
Sales Tax Collections	(13,765)	(14,500)	(14,650)	(14,500)	(14,500)	(14,500)	
Sales Tax	95	90	100	90	90	90	
GENERAL RECEIPTS	(12,103)	(13,710)	(13,240)	(13,460)	(13,460)	(13,460)	250
<u>ADULT PROGRAM REVENUE</u>							
Open Gym	203	400	150	500	500	500	
Volleyball-Summr Team Fee	0	1,200	0	0	0	0	
Tennis Instruction	1,200	1,000	1,820	1,820	1,820	1,820	
Pickleball	5,139	4,500	5,040	5,200	5,200	5,200	
ADULT PROGRAM REVENUE	6,542	7,100	7,010	7,520	7,520	7,520	420
<u>CONTRACTED PROGRAM REVENUE</u>							
Fitness	6,878	14,700	14,850	15,000	15,000	15,000	
Sports Clinics	14,388	14,470	16,720	15,000	15,000	15,000	
Contracted Youth Programs	31,937	30,000	44,580	37,000	37,000	37,000	
CONTRACTED PROGRAM REVENUE	53,203	59,170	76,150	67,000	67,000	67,000	7,830
<u>POOL & REC BLDG REVENUE</u>							
Special Events	250	1,200	0	1,200	1,200	1,200	
Taxable Concessions	50,122	52,000	54,620	52,000	52,000	52,000	
Pool-Daily Receipts	61,189	60,000	66,920	72,500	72,500	72,500	
Pool-Season Pass Receipts	48,489	70,000	58,000	58,500	58,500	58,500	
Swim Lessons Receipts	44,224	66,700	47,490	48,000	48,000	48,000	
Locker Rental	152	150	150	150	150	150	
Over/Short	141	0	(570)	0	0	0	
POOL & REC BLDG REVENUE	204,567	250,050	226,610	232,350	232,350	232,350	(17,700)
<u>YOUTH PROGRAM REVENUE</u>							
Archery	2,288	2,250	1,600	1,800	1,800	1,800	
Crafts	506	0	0	0	0	0	
Operation Recreation	118,273	120,000	116,600	118,000	118,000	118,000	
Adventure	6,855	7,500	8,260	9,000	9,000	9,000	
Filthy Fun Kids Run	8,598	6,000	7,920	6,000	6,000	6,000	
Park Kart Mobile Recreati	500	0	500	0	0	0	
Special Events	17,534	9,000	13,950	12,300	12,300	12,300	
Tennis	11,312	14,000	13,380	14,000	14,000	14,000	
Tennis-Accelerated	630	800	1,320	1,400	1,400	1,400	
Tot Lot	2,901	3,030	3,120	3,300	3,300	3,300	
TOT Sports	3,150	3,300	3,600	3,700	3,700	3,700	
Children's Playtime	14,200	13,000	13,760	13,600	13,600	13,600	
Start Smart	691	800	1,240	1,000	1,000	1,000	
Sport Explorers	1,980	2,000	1,520	1,600	1,600	1,600	
Op Rec Jr.	0	35,000	35,520	38,000	38,000	38,000	
YOUTH PROGRAM REV.	189,418	216,680	222,290	223,700	223,700	223,700	7,020

**CITY OF NEENAH
OPERATING BUDGET
*** REVENUE DETAIL - PARK & RECREATION ***
FOR FISCAL YEAR 2024**

ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>OTHER PARK & REC. REVENUE</u>							
Doty Cabin	557	350	470	380	380	380	
Ice-Rink Taxable Concess	14	150	0	50	50	50	
Community Band	800	1,000	1,500	1,500	1,500	1,500	
OTHER PARK & REC. REVENUE	1,371	1,500	1,970	1,930	1,930	1,930	430
<u>RIVERSIDE PLAYERS</u>							
Riverside Tickets	26,135	30,000	32,550	30,000	30,000	30,000	
Other Revenues	860	1,500	1,700	2,000	2,000	2,000	
Taxable Concessions	2,396	2,400	2,300	2,500	2,500	2,500	
RIVERSIDE PLAYERS	29,391	33,900	36,550	34,500	34,500	34,500	600
<u>PARKS REVENUE</u>							
Rentals - Picnic Kits	0	0	30	0	0	0	
Facility Leases	20,172	20,000	22,140	21,500	21,500	21,500	
Facility User Fees	1,856	2,000	2,000	2,000	2,000	2,000	
Rentals - Green Park	1,825	1,000	1,050	1,100	1,100	1,100	
Rentals - Memorial Park	6,719	6,300	8,100	6,500	6,500	6,500	
Rentals - Gazebo	545	700	350	600	600	600	
Rentals - Riverside Park	3,944	4,500	4,710	4,000	4,000	4,000	
Rentals - Washington Park	11,120	7,500	6,530	6,500	6,500	6,500	
Rentals -Whiting Boathse	28,841	27,000	32,270	28,000	28,000	28,000	
Rentals - Southview Park	30	30	40	40	40	40	
Rentals -Memorial Pk Open	170	300	460	300	300	300	
Rental-Shattuck BoatStall	8,920	9,000	10,070	10,000	10,000	10,000	
Rentals - Doty Park	1,315	1,200	1,590	1,250	1,250	1,250	
Rental - Great Northern	460	300	480	350	350	350	
Rentals - Douglas Park	0	0	0	0	0	0	
Rentals-Memorial LG Room	14,367	12,000	14,040	12,000	12,000	12,000	
Rental-Memorial SM Room	580	750	370	250	250	250	
Herb & Dolly Smith Park	25	0	30	30	30	30	
Boat Launch User Fees	22,963	25,000	24,020	24,000	24,000	24,000	
Boat Wash Fees	1,102	800	1,310	1,000	1,000	1,000	
PARKS REVENUE	124,954	118,380	129,590	119,420	119,420	119,420	1,040
REGULAR PROGRAMS	597,343	673,070	686,930	672,960	672,960	672,960	(110)
					Percent Budget Change		-0.02%

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PARKS and RECREATION - Cost Recovery Report

2024 Adopted Operating Budget

		2023 Budget				2023 Estimate				2024 Adopted Budget				
	Cost Center	Expense	Revenue	Net	% Cost Recovery	Expense	Revenue	Net	% Cost Recovery	Expense	Revenue	Net	% Cost Recovery	Net Cost Change
781	<u>Administration</u>													
	Admin Staff / Office	759,610	(13,710)	773,320	-2%	753,490	(13,240)	766,730	-2%	781,830	(13,460)	795,290	-2%	21,970
	Unallocated Overhead	23,540		0	0%	29,740		29,740	0%	35,320		0	0%	0
	Capital Outlay													0
	Administration Total	783,150	(13,710)	796,860	-2%	783,230	(13,240)	796,470	-2%	817,150	(13,460)	830,610	-2%	21,970
782	<u>Adult Programs</u>													
	Open Gym	780	400	380	51%	310	150	160	48%	400	500	(100)	125%	(480)
	Volleyball - Summer	400	1,200	(800)	300%	0	0	0		-	-	0	#DIV/0!	800
	Tennis	700	1,000	(300)	143%	1,470	1,820	(350)	124%	900	1,820	(920)	202%	(620)
	Pickleball	1,100	4,500	(3,400)	409%	1,900	5,040	(3,140)	265%	2,000	5,200	(3,200)	260%	200
	Adult Total	2,980	7,100	(4,120)	238%	3,680	7,010	(3,330)	190%	3,300	7,520	(4,220)	228%	(100)
783	<u>Contractual Programs</u>													
	Sport Clinics	12,080	14,470	(2,390)	120%	14,630	16,720	(2,090)	114%	14,630	15,000	(370)	103%	2,020
	Fitness	11,760	14,700	(2,940)	125%	11,760	14,850		126%	11,760	15,000	(3,240)	128%	
	Youth	23,500	30,000	(6,500)	128%	27,100	44,580		165%	24,000	37,000	(13,000)	154%	
	Contractual Total	47,340	59,170	(11,830)	125%	53,490	76,150	(2,090)	142%	50,390	67,000	(16,610)	133%	2,020
784	Municipal Pool Total	317,940	250,050	67,890	79%	336,500	226,610	109,890	67%	340,290	232,350	107,940	68%	40,050
785	<u>Youth Programs</u>													
	Office	2,600		2,600	0%	2,540	0	2,540	0%	2,900		2,900	0%	300
	Operation Recreation	74,900	120,000	(45,100)	160%	68,820	116,600	(47,780)	169%	76,600	118,000	(41,400)	154%	3,700
	Filthy Fun Kids Run	3,800	6,000	(2,200)	158%	4,050	7,920	(3,870)	196%	4,100	6,000	(1,900)	146%	300
	Park Kart	1,250	0	1,250	0%	1,150	500	650	43%	1,250	0	1,250	0%	
	Special Events	7,700	9,000	(1,300)	117%	8,880	13,950	(5,070)	157%	7,600	12,300	(4,700)	162%	(3,400)
	Tennis Instruction	22,700	14,800	7,900	65%	24,000	14,700	9,300	61%	24,000	15,400	8,600	64%	700
	Children's Playtime	17,410	13,000	4,410	75%	17,100	13,760	3,340	80%	18,860	13,600	5,260	72%	850
	Sports Programs	8,520	8,350	170	98%	7,820	7,960	(140)	102%	8,170	8,100	70	99%	
	Archery		2,250				1,600				1,800			
	Sports Explorers		2,000				1,520				1,600			
	Baseball		0				0				0			
	Soccer Instruction		0				0				0			
	Tot Sports		3,300				3,600				3,700			
	Start Smart		800				1,240				1,000			
	Youth Programs	22,900	10,530	12,370	46%	24,020	11,380	12,640	47%	26,400	12,300		47%	
	Adventure		7,500				8,260				9,000			
	Tot Lot		3,030				3,120				3,300			
	Crafts		0				0				0			
	Op Rec Jr.	26,120	35,000			23,070	35,520			25,100	38,000			
	Youth Total	187,900	216,680	(28,780)	115%	181,450	222,290	(28,390)	123%	194,980	223,700	(28,720)	115%	2,450

PARKS and RECREATION - Cost Recovery Report 2024 Adopted Operating Budget

		2023 Budget				2023 Estimate				2024 Adopted Budget				
					% Cost				% Cost				% Cost	Net Cost
	Cost Center	Expense	Revenue	Net	Recovery	Expense	Revenue	Net	Recovery	Expense	Revenue	Net	Recovery	Change
786	Other Activities													
	Doty Cabin	5,750	350	5,400	6%	8,620	470	8,150	5%	5,850	380	5,470	6%	70
	Ice Rink Program	600	150	450	25%	0	0	0	#DIV/0!	600	50	550	8%	100
	Community Band	6,880	1,000	5,880	15%	7,160	1,500	5,660	21%	7,070	1,500	5,570	21%	(310)
	Other Activities Total	13,230	1,500	11,730	11%	15,780	1,970	13,810	12%	13,520	1,930	11,590	14%	(140)
787	Riverside Players	30,630	33,900	(3,270)	111%	29,460	36,550	(7,090)	124%	32,120	34,500	(2,380)	107%	890
788	Parks													
	Operations	926,060	92,580	833,480	10%	921,810	104,260	817,550	11%	985,740	94,420	891,320	10%	57,840
	Reimbursable OT	0		0	0%	0		0	0%	0		0	0%	0
	Volunteers in Parks	750		750	0%	750		750	0%	750		750	0%	0
	Sculpture Maintenance	5,690		5,690	0%	11,090		11,090	0%	6,580		6,580	0%	890
	Shattuck Riverwalk	48,110		48,110	0%	50,470		50,470	0%	48,910		48,910	0%	800
	Vandalism	4,430		4,430	0%	20,620		20,620	0%	4,430		4,430	0%	0
	Boat Wash		800				1,310				1,000			
	Boat Launch Repair	1,750	25,000	(23,250)	1429%	1,750	24,020	(22,270)	1373%	1,750	24,000	(22,250)	1371%	1,000
	Arrowhead	16,380				16,380				20,670				
	Parks Total	1,003,170	118,380	884,790	12%	1,022,870	129,590	878,210	13%	1,068,830	119,420	949,410	11%	60,530
	Parks & Rec Total	\$2,386,340	\$673,070	\$1,713,270	28%	\$2,426,460	\$686,930	\$1,757,480	28%	\$2,520,580	\$672,960	\$1,847,620	27%	\$134,350
	Forestry													
	Parks	67,410		67,410	0%	69,130	0	69,130	0%	67,340		67,340	0%	(70)
	Invasive Control	16,350		16,350	0%	16,350	0	16,350	0%	16,600		16,600	0%	250
	Forestry Total	\$83,760	\$0	\$83,760	0%	\$85,480	\$0	\$85,480	0%	\$83,940	\$0	\$83,940	0%	\$180
	Community Fest	\$50,610	\$17,000	\$33,610	34%	\$55,100	\$19,360	\$35,740	35%	\$53,580	\$17,500	\$36,080	33%	\$2,470
	Harbor	\$11,160	\$0	\$11,160	0%	\$11,410	\$0	\$11,410	0%	\$11,580	\$0	\$11,580	0%	\$420
	Cemetery	\$308,000	\$164,000	\$144,000	53%	\$306,880	\$160,400	\$146,480	52%	\$312,110	\$165,610	\$146,500	53%	\$2,500
	GRAND TOTAL	\$453,530	\$181,000	\$272,530	40%	\$458,870	\$179,760	\$279,110	39%	\$461,210	\$183,110	\$278,100	40%	\$5,570
								Parks & Recreation		Expenditures	Revenues	Net		
								Amount Change		\$134,240	(\$110)	\$134,350		
								Percent Change		5.63%	-0.02%	7.84%	Proposed Levy Support	
		2023 - Recreation						2024 - Recreation						
		Expenditures	Revenues					Expenditures	Revenues					
		556,160	533,000	23,160	96%			588,960	530,570	58,390	90%			

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Parks and Recreation/Public Works	Budget: Celebrations and Commemorations
Program: Culture and Recreation	Submitted by: Michael Kading/Gerry 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

2023 Accomplishments:

CommunityFest – Great attendance with expanded fireworks.

Others

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

2024 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 2024 Adopted Budget: Requesting additional funding for expanded fireworks. Will seek offsetting revenue.

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
CELEBRATIONS / COMMEMORATIONS								
4TH OF JULY/COMMUNITYFEST (9401-802)								
0101	Salaries	0	1,000	1,500	1,000	1,000	1,000	
0102	Full Time Hourly Wages	2,249	2,800	2,250	2,800	2,800	2,800	
0103	Temporary Wages	1,600	1,500	800	1,500	1,500	1,500	
0104	Overtime Wages	284	300	1,100	300	300	300	
0110	Health Insurance	1,485	1,120	1,800	910	860	860	
0111	Fringes	803	1,140	1,150	870	870	870	
0236	Outside Services	33,000	35,000	40,000	40,000	40,000	40,000	
0252	Rental of Equipment	4,573	4,000	5,200	4,000	4,000	4,000	
0333	All Other Supplies	64	250	300	250	250	250	
8133	All Other Equipment	0	3,500	1,000	2,000	2,000	2,000	
	4TH OF JULY/COMMUNITYFEST	44,058	50,610	55,100	53,630	53,580	53,580	2,970
<hr/>								
OTHER CELE./COMMEMORATIONS (9403-802)								
0102	Full Time Hourly Wages	7,039	8,390	7,500	8,100	8,100	8,100	
0104	Overtime Wages	1,023	1,800	2,840	1,800	1,800	1,800	
0110	Health Insurance	3,184	2,880	2,200	3,230	3,050	3,050	
0111	Fringes	1,720	2,070	1,770	2,170	2,170	2,170	
0118	License Renewal	352	360	380	400	400	400	
0236	Outside Services	7,300	7,300	7,300	7,300	7,300	7,300	
0252	Rental of Equipment	0	1,000	500	500	500	500	
0320	Small Tools	0	50	50	50	50	50	
0333	All Other Supplies	1,258	1,000	1,000	1,000	1,000	1,000	
	OTHER CELE./COMMEMORATIONS	21,876	24,850	23,540	24,550	24,370	24,370	(480)
<hr/>								
150TH CELEBRATION (9404-802)								
0236	Outside Services	0	14,245	14,240	0	0	0	
	Contractual Services	0	14,245	14,240	0	0	0	(14,245)
	OTHER CELE./COMMEMORATIONS	0	14,245	14,240	0	0	0	(14,245)
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CELEBRATIONS/COMMEMORATIONS		65,934	89,705	92,880	78,180	77,950	77,950	(11,755)
								Percent Budget Change -13.10%

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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 45 acres of land and 5 buildings. Coordinates the work and labor associated with burials, which total approximately 125 per year.

Operating Budget Information/Number of Employees

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 294,291	\$ 308,000	\$ 313,450	1.77%	\$ 311,340	1.08%	\$ 312,110	1.33%

No. of Employees (FTE)	2	2	2	0%	2	0%	2	0%
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Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recomendended \$ (2,110)

Mayor's Comments:

The Information Systems (I/S) department's 2024 budget included a request for a new Help Desk Support Technician with an annual cost of \$70,690. Due to operating budget constraints, I can not recommend a position being added in this department. Reductions to the I/S expenditure budget decrease the transfers needed from departments, as I/S allocates their costs out to all of the departments that they serve. There was a reduction of \$1,230 to the IS Services/Internal account for this department.

Because I highly value our City of Neenah employees and consider them to be our most important resource , I added a 2% cost-of-living adjustment in July 2024. This will be in addition to the already requested 1.5% step increase in January 2024. This equated to an additional \$1,500 of salary and fringe in this department.

While preparing the budget, we were at a 12% increase in health insurance. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish an overall 9.68% increase, which is a decrease of 2.32%. This will result in cost savings of \$2,380 for this department.

Council Amendment \$ 770

An additional 1% wage increase on July 1 to all non-union employees was approved, amounting to a \$770 increase of wages and fringe.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Parks and Recreation/Finance	Budget: Cemetery
Program: Miscellaneous	Submitted by: Michael 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.

2023 Accomplishments:

- Through the efforts and donations.
- 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 role.

2024 Goals:

- Research Historical restoration of and use for the vault.
- Continue to explore new methods of improving cost recovery.

Major Increases (Decreases) in 2024 Adopted Budget: none

<u>Cemetery Statistics</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023 YTD*</u>
Graves Sold	69	72	77	157	55	18
Lot Sales	\$43,720	\$25,883	\$44,340	\$99,315	\$46,582	\$20,396
Burials – Regular	39	45	33	34	36	21
Burials – Cremation	51	42	47	62	55	38
<u>Catholic Cemetery Services</u>						
Burials – Regular	31	13	27	24	33	12
Fees	\$22,375	\$9,250	\$18,600	\$16,150	\$26,730	\$9,720

**As of August 2023*

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

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
OAK HILL CEMETERY								
<u>CEMETERY OPERATIONS (9703-841)</u>								
0101	Salaries	8,294	8,000	8,000	8,000	8,000	8,000	
0102	Full Time Hourly Wages	119,701	126,090	126,090	130,080	131,370	132,020	
0103	Temporary Wages	34,682	40,450	37,900	41,700	41,700	41,700	
0104	Overtime Wages	5,187	4,000	6,500	5,000	5,000	5,000	
0110	Health Insurance	38,760	39,250	39,250	43,190	40,810	40,810	
0111	Fringes	28,824	29,390	29,390	30,810	31,020	31,140	
0115	Schools/Seminars/Training	0	300	300	300	300	300	
0117	Clothing Allowance	1,011	1,000	1,010	1,000	1,000	1,000	
0124	Meal Allowance	0	10	10	10	10	10	
0127	DOT Emp Notification Prog	0	10	10	10	10	10	
	Personal Services	236,459	248,500	248,460	260,100	259,220	259,990	11,490
0206	Advertising & Publication	0	120	120	120	120	120	
0207	Dues & Memberships	0	270	0	0	0	0	
0213	Maint of Motor Vehicles	0	200	200	200	200	200	
0214	Maintenance of Buildings	351	300	300	300	300	300	
0216	Maint of Operating Equip	50	300	300	300	300	300	
0218	Maint of Software	450	2,900	0	0	0	0	
0221	Telephone	359	360	360	360	360	360	
0222	Electricity	3,079	3,450	3,140	3,220	3,220	3,220	
0223	Natural Gas	964	650	820	840	840	840	
0224	Water & Sewer	496	590	520	520	520	520	
0225	Commercial Dumpster	748	750	750	750	750	750	
0226	Storm Water	5,628	5,630	5,630	6,210	6,210	6,210	
0227	Cellular Telephone	736	1,000	800	800	800	800	
0234	Credit Card Payment Fees	86	100	200	100	100	100	
0236	Outside Services	50	100	100	100	100	100	
0237	Pest Control	0	200	200	200	200	200	
0241	Tree Planting & Landscape	1,482	1,500	1,500	1,500	1,500	1,500	
0252	Rental of Equipment	0	150	150	150	150	150	
0255	IS Service / Internal	5,140	9,390	9,390	10,640	9,410	9,410	
0258	GIS Services/Internal	4,990	5,510	5,510	0	0	0	
0293	Maint of Motor Veh/Fleet	0	660	660	730	730	730	
0296	Maint of Oper Eq/Fleet	11,331	7,500	7,890	8,250	8,250	8,250	
	Contractual Services	35,940	41,630	38,540	35,290	34,060	34,060	(7,570)
0301	Office Supplies	171	50	50	50	50	50	
0303	Computer Operation Supply	0	300	300	250	250	250	
0306	Cleaning/Janitor Supplies	952	900	920	900	900	900	
0310	Gasoline & Oil	10,118	7,120	7,120	7,260	7,260	7,260	
0313	Motor Vehicle Maint Suppl	0	200	200	200	200	200	
0314	Building Maint Supplies	1,531	700	810	700	700	700	
0315	Land Maint Supplies	1,324	2,000	2,000	2,000	2,000	2,000	
0316	Equipment Maint Supplies	4,054	3,000	3,000	3,000	3,000	3,000	
0319	Safety Supplies	459	500	690	500	500	500	
0320	Small Tools	202	500	500	500	500	500	
0333	All Other Supplies	0	100	230	100	100	100	
0344	Small Equipment	0	800	820	800	800	800	
0345	Shop Supplies	865	700	800	800	800	800	
0376	Marker/Monument Foundation	2,216	1,000	2,440	1,000	1,000	1,000	
	Supplies & Materials	21,892	17,870	19,880	18,060	18,060	18,060	190
	CEMETERY OPERATIONS	294,291	308,000	306,880	313,450	311,340	312,110	4,110
	TOTAL EXPENDITURES	294,291	308,000	306,880	313,450	311,340	312,110	4,110
						Percent Budget Change		1.33%
	TOTAL REVENUES	191,546	164,000	160,400	165,610	165,610	165,610	1,610
						Percent Budget Change		0.98%
	NET EFFECT ON LEVY	102,745	144,000	146,480	147,840	145,730	146,500	2,500
						Percent Budget Change		1.74%

**CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES**

Department/Office:
Parks and Recreation
Program:
Miscellaneous

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Cemetery Foreman	F	1.00	F	1.00
Cemetery Technician	D	<u>1.00</u>	D	<u>1.00</u>
Subtotal		2.00		2.00
TOTAL	XXX	2.00	XXX	2.00

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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

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 324,063	\$ 316,940	\$ 330,840	4.39%	\$ 329,060	3.82%	\$ 329,640	4.01%

# of Employees (FTE)	Included in Public Works and Parks & Recreation sections.
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Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recomendended \$ (1,780)

Mayor's Comments:

Because I highly value our City of Neenah employees and consider them to be our most important resource , I added a 2% cost-of-living adjustment in July 2024. This will be in addition to the already requested 1.5% step increase in January 2024. This equated to an additional \$1,300 of salary and fringe in this department.

While preparing the budget, we were at a 12% increase in health insurance. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish an overall 9.68% increase, which is a decrease of 2.32%. This will result in cost savings of \$3,080 for this department.

Council Amendment \$ 580

An additional 1% wage increase on July 1 to all non-union employees was approved, amounting to a \$580 increase of wages and fringe.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Parks and Recreation/Public Works	Budget: City-Wide Forestry Program
Program: Forestry	Submitted by: Trevor Fink/Gerry 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 rights-of-way 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.

2023 Accomplishments:

- Planted 171 trees in cemetery, parks, terraces, and other public property throughout the City.
- Planted 24 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 39th year.
- Held Annual Arbor Day Celebration on April 28th at Kimberly Point Park by planting new council tree.

2024 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.

Major Increases (Decreases) in 2024 Adopted Budget: None

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
CITY-WIDE FORESTRY PROGRAM								
<u>PUBLIC RIGHT-OF-WAY (8902-735)</u>								
0101	Salaries	9,727	8,000	8,000	8,000	8,000	8,000	
0102	Full Time Hourly Wages	116,130	110,360	110,000	117,000	118,080	118,580	
0104	Overtime Wages	3,240	1,000	3,000	1,500	1,500	1,500	
0110	Health Insurance	46,206	35,840	35,840	40,640	38,420	38,420	
0111	Fringes	26,010	24,160	24,490	25,490	25,710	25,790	
0115	Schools/Seminars/Training	130	750	600	750	750	750	
0124	Meal Allowance	32	20	20	20	20	20	
	Personal Services	201,475	180,130	181,950	193,400	192,480	193,060	12,930
0213	Maint of Motor Vehicles	980	1,000	1,140	1,000	1,000	1,000	
0236	Outside Services	0	500	500	500	500	500	
0241	Tree Planting & Landscape	12,074	12,000	12,640	12,000	12,000	12,000	
0293	Maint of Motor Veh/Fleet	14,966	14,300	15,010	16,500	16,500	16,500	
0294	Oil and Fluids/Fleet	775	900	900	990	990	990	
0296	Maint of Oper Eq/Fleet	2,983	5,500	5,500	6,050	6,050	6,050	
	Contractual Services	31,778	34,200	35,690	37,040	37,040	37,040	2,840
0310	Gasoline & Oil	15,415	15,000	12,000	12,500	12,500	12,500	
0316	Equipment Maint Supplies	411	500	250	250	250	250	
0319	Safety Supplies	65	750	500	500	500	500	
0320	Small Tools	284	400	250	250	250	250	
0333	All Other Supplies	0	1,000	1,000	1,000	1,000	1,000	
0339	Tires & Tire Maintenance	75	1,000	800	800	800	800	
0344	Small Equipment	167	200	400	300	300	300	
	Supplies & Materials	16,417	18,850	15,200	15,600	15,600	15,600	(3,250)
	PUBLIC RIGHT-OF-WAY	249,670	233,180	232,840	246,040	245,120	245,700	12,520
Percent Budget Change								5.37%

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>PARKS (8903-788)</u>								
0101	Salaries	4,504	4,300	4,300	4,300	4,300	4,300	
0102	Full Time Hourly Wages	31,823	35,000	36,350	35,000	35,000	35,000	
0103	Temporary Wages	1,522	1,500	1,500	1,500	1,500	1,500	
0104	Overtime Wages	0	150	150	150	150	150	
0110	Health Insurance	13,058	13,230	13,230	13,760	13,010	13,010	
0111	Fringes	7,055	6,890	6,900	7,010	7,010	7,010	
0115	Schools/Seminars/Training	162	250	250	650	650	650	
0118	License Renewal	0	120	120	120	120	120	
	Personal Services	58,124	61,440	62,800	62,490	61,740	61,740	300
0204	Conference & Meetings	385	400	600	0	0	0	
0207	Dues and Memberships	360	360	360	400	400	400	
0216	Maint of Operating Equip	0	100	100	100	100	100	
0236	Outside Services	135	100	150	100	100	100	
0241	Tree Planting & Landscape	3500	3500	3,560	3,500	3,500	3,500	
	Contractual Services	4,380	4,460	4,770	4,100	4,100	4,100	(360)
0308	Books & Periodicals	0	100	100	100	100	100	
0316	Equipment Maint. Supplies	89	200	200	200	200	200	
0319	Safety Supplies	224	200	200	200	200	200	
0320	Small Tools	525	400	400	400	400	400	
0333	All Other Supplies	0	110	110	100	100	100	
0344	Small Equipment	325	500	550	500	500	500	
	Supplies & Materials	1,163	1,510	1,560	1,500	1,500	1,500	(10)
	PARKS	63,667	67,410	69,130	68,090	67,340	67,340	(70)
Percent Budget Change								-0.10%

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
INVASIVE SPECIES CONTROL (8904-788)								
0101	Salaries	1,758	1,000	1,000	1,000	1,000	1,000	
0102	Full Time Hourly Wages	2,186	5,000	5,000	5,000	5,000	5,000	
0103	Temporary Wages	2,091	1,500	1,500	1,500	1,500	1,500	
0110	Health Insurance	1,880	1,980	1,980	2,070	1,960	1,960	
0111	Fringes	1,129	1,270	1,270	1,540	1,540	1,540	
	Personal Services	9,044	10,750	10,750	11,110	11,000	11,000	250
0206	Advertising & Publication	0	100	100	100	100	100	
0236	Outside Services	482	100	100	100	100	100	
	Contractual Services	482	200	200	200	200	200	0
0333	All Other Supplies	1,200	5,400	5,400	5,400	5,400	5,400	
	Supplies & Materials	1,200	5,400	5,400	5,400	5,400	5,400	0
	INVASIVE SPECIES CONTROL	10,726	16,350	16,350	16,710	16,600	16,600	250
						Percent Budget Change		1.53%
	TOTAL CITY WIDE FORESTRY	324,063	316,940	318,320	330,840	329,060	329,640	12,700
						Percent Budget Change		4.01%

TAX REFUNDS/SPECIAL RESERVES AND ESCROWS

Department Head

Vicky K. Rasmussen, CPA

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

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 10,000	\$ 10,000	\$ 10,000	n/a	\$ (40,000)	n/a	\$ (40,000)	n/a
No. of Employees (FTE)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ (50,000)

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 change to those various line items is as follows:

1). Retirements \$ (50,000)
 Wage and fringe benefit impact of 2024 retirements

Total Special Reserves & Escrow	\$ (50,000)
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Council Amendment \$ -
 None

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INTERFUND TRANSFERS

Department Head

Vicky K. Rasmussen, CPA

Major Activities

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

Operating Budget Information/Number of Employees

	2022 Actual	2023 Budget	2024 Requested	% Increase	2024 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 10,000	\$ 10,000	\$ 10,000	n/a	\$ 5,000	n/a	\$ 5,000	n/a
No. of Employees (FTE)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ (5,000)

Menasha-Neenah Joint Municipal Court

Mayor's Comments:

I recommend reducing the amount to transfer to the Joint Municipal Court by \$5,000. The court had an ongoing deficit since its inception. In recent years, the court has been showing near break even results. With the general fund's anticipated surplus for 2023 (approximately \$644,000), I will be recommending that we transfer approximately \$233,000 (ending fiscal year 2023 balance) to the Joint Municipal Court to clear out Neenah's portion of the legacy deficit.

Council Amendment \$ -

None

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Tax Refunds Reserve/ Special Reserves and Escrows
Program: Miscellaneous	Submitted by: Vicky K. Rasmussen

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 2024 request is \$10,000, the same amount as 2023. 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.

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.

Salaries/Wages – Retirements	(\$42,500)
Fringe Benefits – Retirements	(7,500)
Total	(\$50,000)

Major Increases (Decreases) in 2024 Adopted Budget:

\$50,000 wage and benefit budget reduction for savings for retirements and turnover that is likely to occur in 2024.

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, 2022, the total deficit of the Joint Municipal Court was \$373,726, of which Neenah is responsible for \$230,425. In recent years, the court has been showing near break-even results. With the general fund's anticipated surplus for 2023 (approximately \$644,000), it is anticipated that a transfer will be made of approximately \$233,000 (ending fiscal year 2023 balance) to the Joint Municipal Court to clear out Neenah's portion of the legacy deficit.

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>TAX REFUNDS (2605-721)</u>								
0236	Misc Expenditures	10,000	10,000	10,000	10,000	10,000	10,000	0
	Contractual Services	10,000	10,000	10,000	10,000	10,000	10,000	0
	TAX REFUNDS	10,000	10,000	10,000	10,000	10,000	10,000	0
Percent Budget Change								0.00%

SPECIAL RESERVES & ESCROWS (2603-721)

0160	Salaries	0	0	0	0	(42,500)	(42,500)	
0161	Fringes	0	0	0	0	(7,500)	(7,500)	
	Personal Services	0	0	0	0	(50,000)	(50,000)	(50,000)
	SPECIAL RESERVES & ESCROWS	0	0	0	0	(50,000)	(50,000)	(50,000)

TRANSFERS OUT (9988-999)

0999	Joint Court-Neenah Share	10,000	10,000	10,000	5,000	5,000	5,000	
	Transfers Out	10,000	10,000	10,000	5,000	5,000	5,000	(5,000)
	TRANSFER TO JOINT COURT	10,000	10,000	10,000	5,000	5,000	5,000	(5,000)

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: All TIF's
Program: Special Revenue Funds	Submitted by: Vicky K. Rasmussen / Chris Haese

**All TIF Districts
2024 Adopted Budget**

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

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

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
<u>All TIF Funds</u>				
Fund Balance (Deficit), January 1	\$ (7,743,477)	\$ (7,798,458)	\$ (7,798,458)	\$ (7,855,910)
<u>Revenues</u>				
Property Tax Increment	4,350,644	4,496,494	4,427,947	4,260,076
Computer Exemption/PP Tax Aid	386,996	420,110	386,996	386,996
Interest Income	42,551	22,000	189,341	181,000
Lease/Rental Income	36,488	-	-	-
Increment Shortfall Payments	-	40,000	-	-
Total Revenues	4,816,679	4,978,604	5,004,284	4,828,072
<u>Expenditures</u>				
Debt Service - Transfer to Debt Service Fund	3,804,540	3,845,492	3,868,744	3,882,007
Admim & Interest - Transfer to General Fund	500,342	506,990	739,740	658,800
Developer Increment Reimbursement	422,514	377,526	407,841	655,000
Sundry Costs/Miscellaneous	194,847	14,952	41,246	21,300
Total Expenditures	4,922,243	4,744,960	5,057,571	5,217,107
Excess Revenues Over (Under) Expenditures	(105,564)	233,644	(53,287)	(389,035)
<u>Other Financing Sources (Uses)</u>				
Transfer to TIF #8 - Donor TIF	(1,430,111)	(1,459,524)	(1,446,561)	(1,486,123)
Transfer from TIF #7 - Donor TIF	1,430,111	1,460,784	1,446,561	1,486,123
Transfer-TIF #8 Capital Project Fund	(170,000)	(115,000)	(115,000)	-
Refunded Bonds and Interest	(814,078)	-	-	-
Refunding Bonds Issued	910,000	-	-	-
Premium on Debt	124,661	-	110,835	119,000
Total Other Financing Sources (Uses)	50,583	(113,740)	(4,165)	119,000
Net Change in Fund Balance	(54,981)	119,904	(57,452)	(270,035)
Fund Balance (Deficit), December 31	\$ (7,798,458)	\$ (7,678,554)	\$ (7,855,910)	\$ (8,125,945)
Cash Advance from Debt Service Levy (2012-22)	8,050,000	8,600,000	8,600,000	8,050,000
Cash Advance from Debt Service Levy (2023)	-	(550,000)	(550,000)	305,000
Net Cash Surplus (Deficit)	\$ 251,542	\$ 371,446	\$ 194,090	\$ 229,055

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: TIF #7 Fund
Program: Special Revenue Funds	Submitted by: Vicky K. Rasmussen / Chris Haese

**TIF #7 Fund (Westside Business Corridor)
2024 Adopted Budget**

The Tax Incremental Financing (TIF / TID) 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.

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

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
<u>TIF #7</u>				
Fund Balance (Deficit), January 1	\$ -	\$ -	\$ -	\$ -
<u>Revenues</u>				
Property Tax Increment	2,186,167	2,208,840	2,175,167	2,088,934
Computer Exemption/PP Tax Aid	88,246	106,311	88,246	88,246
Interest Income	8,151	1,000	46,285	45,000
Total Revenues	2,282,564	2,316,151	2,309,698	2,222,180
<u>Expenditures</u>				
Debt Service - Transfer to Debt Service Fund	621,593	627,067	627,067	594,737
Admim & Interest - Transfer to General Fund	126,000	133,560	133,560	140,320
Developer Increment Reimbursement	95,000	95,000	95,000	-
Sundry Costs/Miscellaneous	900	1,000	7,510	1,000
Total Expenditures	843,493	856,627	863,137	736,057
Excess Revenues Over (Under) Expenditures	1,439,071	1,459,524	1,446,561	1,486,123
<u>Other Financing Sources (Uses)</u>				
Transfer to TIF #8 - Donor TIF	(1,430,111)	(1,459,524)	(1,446,561)	(1,486,123)
Refunded Bonds and Interest	(814,078)	-	-	-
Refunding Bonds Issued	755,000	-	-	-
Premium on Debt	50,118	-	-	-
Total Other Financing Sources (Uses)	(1,439,071)	(1,459,524)	(1,446,561)	(1,486,123)
Net Change in Fund Balance	-	-	-	-
Fund Balance (Deficit), December 31	\$ -	\$ -	\$ -	\$ -
Cash Advance from Debt Service Levy (2012-23)	-	-	-	-
Cash Advance from Debt Service Levy (2024)	-	-	-	-
Net Cash Surplus (Deficit)	\$ -	\$ -	\$ -	\$ -

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: TIF #8 Fund
Program: Special Revenue Funds	Submitted by: Vicky K. Rasmussen / Chris Haese

TIF #8 Fund (Downtown/Doty Island Redevelopment)
2024 Adopted Budget

The Tax Incremental Financing (TIF / TID) District Funds are used to account for the accumulation of resources from the district "incremental" prop 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.

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

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
<u>TIF #8</u>				
Fund Balance (Deficit), January 1	\$ (7,684,049)	\$ (7,648,490)	\$ (7,648,490)	\$ (7,701,657)
<u>Revenues</u>				
Property Tax Increment	1,270,632	1,425,185	1,403,458	1,428,033
Computer Exemption/PP Tax Aid	238,734	242,759	238,734	238,734
Interest Income	25,919	19,000	31,220	34,000
Lease/Rental Income	36,488	-	-	-
Increment Shortfall Payments	-	40,000	-	-
Total Revenues	1,571,773	1,726,944	1,673,412	1,700,767
<u>Expenditures</u>				
Debt Service - Transfer to Debt Service Fund	2,620,529	2,663,834	2,664,134	2,647,812
Admim & Interest - Transfer to General Fund	164,130	150,810	383,560	215,320
Developer Increment Reimbursement	-	-	-	248,000
Sundry Costs/Miscellaneous	177,134	11,952	12,000	12,000
Total Expenditures	2,961,793	2,826,596	3,059,694	3,123,132
Excess Revenues Over (Under) Expenditures	(1,390,020)	(1,099,652)	(1,386,282)	(1,422,365)
<u>Other Financing Sources (Uses)</u>				
Transfer from TIF #7 - Donor TIF	1,430,111	1,460,784	1,446,561	1,486,123
Transfer to TIF #8 Capital Project Fund	(170,000)	(115,000)	(115,000)	-
Refunding Bonds Issued	155,000	-	-	-
Premium on Debt	10,468	-	1,554	-
Total Other Financing Sources (Uses)	1,425,579	1,345,784	1,333,115	1,486,123
Net Change in Fund Balance	35,559	246,132	(53,167)	63,758
Fund Balance (Deficit), December 31	\$ (7,648,490)	\$ (7,402,358)	\$ (7,701,657)	\$ (7,637,899)
Cash Advance from Debt Service Levy (2012-23)	8,050,000	8,050,000	8,050,000	7,650,000
Cash Advance from Debt Service Levy (2024)	-	(400,000)	(400,000)	25,000
Net Cash Surplus (Deficit)	\$ 401,510	\$ 247,642	\$ (51,657)	\$ 37,101

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: TIF #9 Fund
Program: Special Revenue Funds	Submitted by: Vicky K. Rasmussen / Chris Haese

TIF #9 Fund (US Hwy 41 Industrial Corridor)
2024 Adopted Budget

The Tax Incremental Financing (TIF / TID) 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).

Description: The area within TID #9 includes an industrial corridor west of Interstate 41 between 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
Amendment #3: 11/02/2023
Max Exp. Date: 03/18/2037
Max Close Date: 03/18/2042

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
TIF #9				
Fund Balance (Deficit), January 1	\$ 23,862	\$ (179,405)	\$ (179,405)	\$ (378,862)
<u>Revenues</u>				
Property Tax Increment	207,858	194,195	191,235	166,810
Computer Exemption/PP Tax Aid	48,147	47,847	48,147	48,147
Interest Income	877	1,000	7,690	7,000
Total Revenues	256,882	243,042	247,072	221,957
<u>Expenditures</u>				
Debt Service - Transfer to Debt Service Fund	277,204	271,053	271,754	310,669
Admim & Interest - Transfer to General Fund	84,000	89,060	89,060	116,960
Developer Increment Reimbursement	98,586	110,000	85,610	102,000
Sundry Costs/Miscellaneous	1,311	1,000	3,730	1,400
Total Expenditures	461,101	471,113	450,154	531,029
Excess Revenues Over (Under) Expenditures	(204,219)	(228,071)	(203,082)	(309,072)
<u>Other Financing Sources (Uses)</u>				
Premium on Debt	952	-	3,625	7,500
Total Other Financing Sources (Uses)	952	-	3,625	7,500
Net Change in Fund Balance	(203,267)	(228,071)	(199,457)	(301,572)
Fund Balance (Deficit), December 31	\$ (179,405)	\$ (407,476)	\$ (378,862)	\$ (680,434)
Cash Advance from Debt Service Levy (2012-23)	-	100,000	100,000	400,000
Cash Advance from Debt Service Levy (2024)	-	300,000	300,000	280,000
Net Cash Surplus (Deficit)	\$ (179,405)	\$ (7,476)	\$ 21,138	\$ (434)

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: TIF #10 Fund
Program: Special Revenue Funds	Submitted by: Vicky K. Rasmussen / Chris Haese

TIF #10 Fund (Near Downtown District)
2024 Adopted Budget

The Tax Incremental Financing (TIF / TID) 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).

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

	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 Estimate</u>	<u>2024 Adopted Budget</u>
<u>TIF #10</u>				
Fund Balance (Deficit), January 1	\$ (42,218)	\$ 26,730	\$ 26,730	\$ 117,329
<u>Revenues</u>				
Property Tax Increment	336,740	323,768	318,833	282,002
Computer Exemption/PP Tax Aid	11,869	23,193	11,869	11,869
Interest Income	6,320	1,000	56,056	45,000
Total Revenues	354,929	347,961	386,758	338,871
<u>Expenditures</u>				
Debt Service - Transfer to Debt Service Fund	253,990	251,892	252,193	253,295
Admim & Interest - Transfer to General Fund	42,000	44,520	44,520	46,780
Developer Increment Reimbursement	-	-	-	-
Sundry Costs/Miscellaneous	3,313	1,000	1,000	1,000
Total Expenditures	299,303	297,412	297,713	301,075
Excess Revenues Over (Under) Expenditures	55,626	50,549	89,045	37,796
<u>Other Financing Sources (Uses)</u>				
Premium on Debt	13,322	-	1,554	1,500
Total Other Financing Sources (Uses)	13,322	-	1,554	1,500
Net Change in Fund Balance	68,948	50,549	90,599	39,296
Fund Balance (Deficit), December 31	\$ 26,730	\$ 77,279	\$ 117,329	\$ 156,625
Cash Advance from Debt Service Levy (2012-23)	-	450,000	450,000	
Cash Advance from Debt Service Levy (2024)	-	(450,000)	(450,000)	
Net Cash Surplus (Deficit)	\$ 26,730	\$ 77,279	\$ 117,329	\$ 156,625

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: TIF #11 Fund
Program: Special Revenue Funds	Submitted by: Vicky K. Rasmussen / Chris Haese

**TIF #11 Fund (Near Downtown District)
2024 Adopted Budget**

The Tax Incremental Financing (TIF / TID) 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).

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
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	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 Estimate</u>	<u>2024 Adopted Budget</u>
<u>TIF #11</u>				
Fund Balance (Deficit), January 1	\$ (41,072)	\$ 47,187	\$ 47,187	\$ 109,230
<u>Revenues</u>				
Property Tax Increment	349,247	344,506	339,254	284,096
Computer Exemption/PP Tax Aid	-	-	-	-
Interest Income	1,284	-	20,860	20,000
Total Revenues	350,531	344,506	360,114	304,096
<u>Expenditures</u>				
Debt Service - Transfer to Debt Service Fund	31,224	31,646	34,696	37,694
Admim & Interest - Transfer to General Fund	42,000	44,520	44,520	46,780
Developer Increment Reimbursement	228,928	172,526	227,231	305,000
Sundry Costs/Miscellaneous	9,921	-	6,126	900
Total Expenditures	312,073	248,692	312,573	390,374
Excess Revenues Over (Under) Expenditures	38,458	95,814	47,541	(86,278)
<u>Other Financing Sources (Uses)</u>				
Premium on Debt	49,801	-	14,502	5,000
Total Other Financing Sources (Uses)	49,801	-	14,502	5,000
Net Change in Fund Balance	88,259	95,814	62,043	(81,278)
 Fund Balance (Deficit), December 31	 \$ 47,187	 \$ 143,001	 \$ 109,230	 \$ 27,952
Cash Advance from Debt Service Levy (2012-23)	-	-	-	-
Cash Advance from Debt Service Levy (2024)	-	-	-	-
Net Cash Surplus (Deficit)	\$ 47,187	\$ 143,001	\$ 109,230	\$ 27,952

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: TIF #12 Fund
Program: Special Revenue Funds	Submitted by: Vicky K. Rasmussen / Chris Haese

TIF #12 Fund (Bridgewood Redevelopment)
2024 Adopted Budget

The Tax Incremental Financing (TIF / TID) 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).

Description: Tax Incremental District #12 is an overlay district characterized as a former golf course property in the interior of the City that is bound by low density residential development to the north and west, commercial development to the south and near its northern edge, and multifamily development to the east. The street network in the immediate area is in need of upgrading to improve access, traffic flow and safety. Pedestrian improvements are also warranted as is the installation of municipal infrastructure. The District consists of almost 69.33 acres of land currently zoned for mixed use development and is anticipated to redevelop primarily with a large multifamily redevelopment	Created:	08/03/2022
	Amendment #1:	n/a
	Max Exp. Date:	08/03/2027
	Max Close Date:	08/03/2042

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
<u>TIF #12</u>				
Fund Balance (Deficit), January 1	\$ -	\$ (44,480)	\$ (44,480)	\$ (1,950)
<u>Revenues</u>				
Property Tax Increment	-	-	-	10,201
Computer Exemption/PP Tax Aid	-	-	-	-
Interest Income	-	-	27,230	30,000
Total Revenues	-	-	27,230	40,201
<u>Expenditures</u>				
Debt Service - Transfer to Debt Service Fund	-	-	18,900	37,800
Admin & Interest - Transfer to General Fund	42,212	44,520	44,520	46,780
Developer Increment Reimbursement	-	-	-	-
Sundry Costs/Miscellaneous	2,268	-	10,880	5,000
Total Expenditures	44,480	44,520	74,300	89,580
Excess Revenues Over (Under) Expenditures	(44,480)	(44,520)	(47,070)	(49,379)
<u>Other Financing Sources (Uses)</u>				
Premium on Debt	-	-	89,600	100,000
Total Other Financing Sources (Uses)	-	-	89,600	100,000
Net Change in Fund Balance	(44,480)	(44,520)	42,530	50,621
Fund Balance (Deficit), December 31	\$ (44,480)	\$ (89,000)	\$ (1,950)	\$ 48,671
Cash Advance from Debt Service Levy (2012-23)	-	-	-	-
Cash Advance from Debt Service Levy (2024)	-	-	-	-
Net Cash Surplus (Deficit)	\$ (44,480)	\$ (89,000)	\$ (1,950)	\$ 48,671

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office:	Budget:
Finance	TIF #13 Fund
Program:	Submitted by:
Special Revenue Funds	Vicky K. Rasmussen / Chris Haese

TIF #13 Fund (Industrial Park Expansion Area)

2024 Adopted Budget

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).

Description: The Tax Incremental Financing District #13 is planned for one of several locations within the City that are likely to experience redevelopment pressures beginning in 2024. All of these areas are likely to be in need of assistance to overcome existing obstacles to redevelopment. Anticipated project costs are likely to include land acquisition, design and engineering, utility and access improvements, and planning/project support.

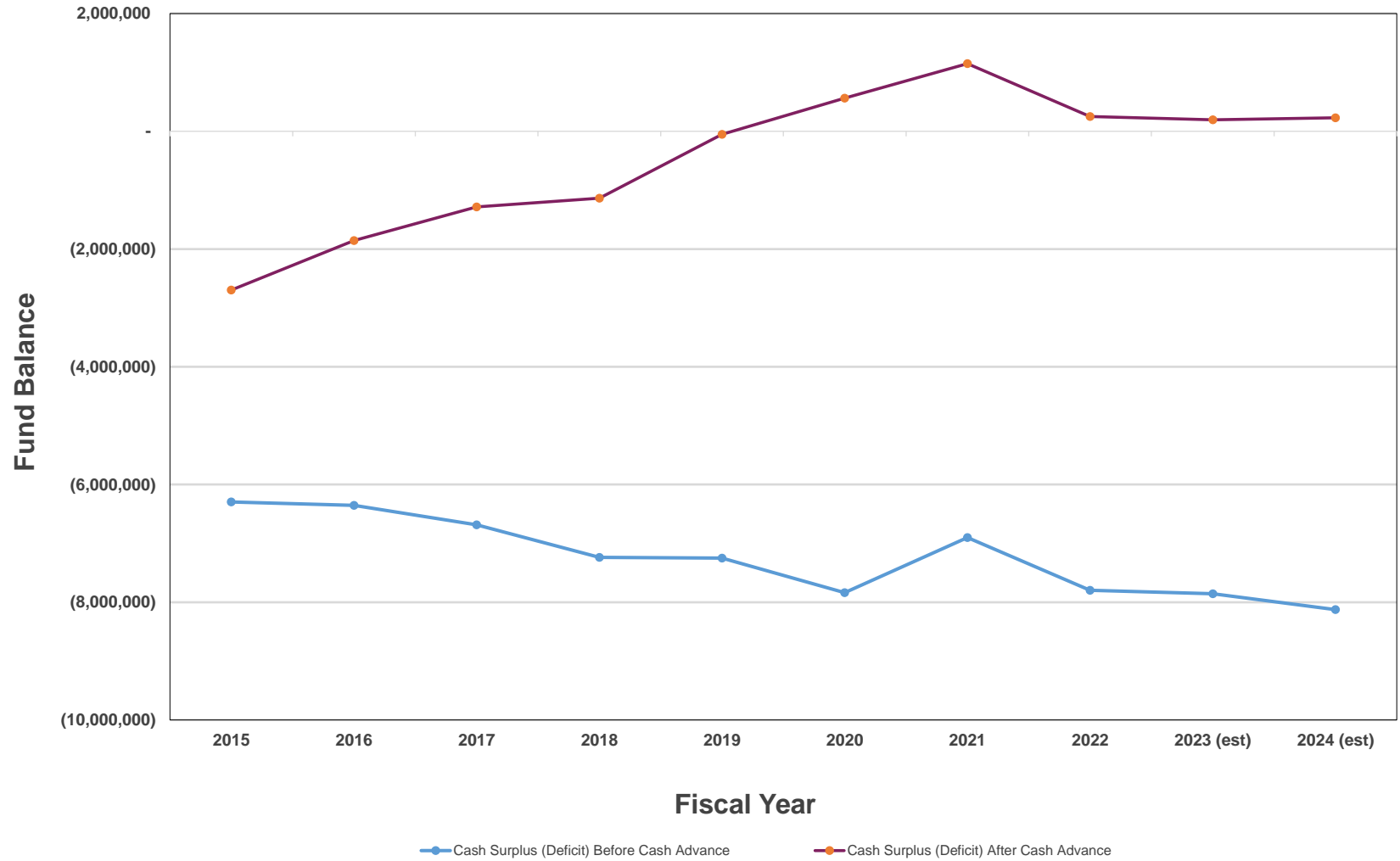
Created:	<i>To Be Created in 2024</i>
Amendment #1:	n/a
Max Exp. Date:	n/a
Max Close Date:	n/a

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
<u>TIF #13</u>				
Fund Balance (Deficit), January 1	\$ -	\$ -	\$ -	\$ -
<u>Revenues</u>				
Property Tax Increment	-	-	-	-
Computer Exemption/PP Tax Aid	-	-	-	-
Interest Income	-	-	-	-
Total Revenues	-	-	-	-
<u>Expenditures</u>				
Debt Service - Transfer to Debt Service Fund	-	-	-	-
Admin & Interest - Transfer to General Fund	-	-	-	45,860
Developer Increment Reimbursement	-	-	-	-
Sundry Costs/Miscellaneous	-	-	-	-
Total Expenditures	-	-	-	45,860
Excess Revenues Over (Under) Expenditures	-	-	-	(45,860)
<u>Other Financing Sources (Uses)</u>				
Premium on Debt	-	-	-	5,000
Total Other Financing Sources (Uses)	-	-	-	5,000
Net Change in Fund Balance	-	-	-	(40,860)
Fund Balance (Deficit), December 31	\$ -	\$ -	\$ -	\$ (40,860)
Cash Advance from Debt Service Levy (2012-23)	-	-	-	-
Cash Advance from Debt Service Levy (2024)	-	-	-	-
Net Cash Surplus (Deficit)	\$ -	\$ -	\$ -	\$ (40,860)

CITY OF NEENAH
History of TIF Deficits and Cash Advances
2004-2024

Ending Calendar 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)	-	(1,842,263)	6,463
2005	(2,283,454)	-	(2,283,454)	(441,191)
2006	(4,409,186)	-	(4,409,186)	(2,125,732)
2007	(5,398,359)	-	(5,398,359)	(989,173)
2008	(5,621,273)	-	(5,621,273)	(222,914)
2009	(3,251,406)	-	(3,251,406)	2,369,867
2010	(5,942,971)	-	(5,942,971)	(2,691,565)
2011	(7,432,458)	-	(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	(7,798,458)	8,050,000	251,542	(897,047)
2023 (est)	(7,855,910)	8,050,000	194,090	(57,452)
2024 (est)	(8,125,945)	8,355,000	229,055	(270,035)

CITY OF NEENAH
History of TIF Deficits
Fiscal Year 2015 - 2024



**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Community Development	Budget: Community Develop. Block Grant Program
Program: Special Revenue Funds	Submitted by: Chris Haese

Community Development Block Grant Program
2024 Adopted 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 2023 the program provided funds to support community services for low and moderate income households, improve deteriorated conditions, upgrade neighborhoods, and support planning and program administration.

In establishing the 2024 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 2024 funds will be reviewed by the Community Development Department and Mayor. Recommendations will then be submitted to the Common Council for approval early in 2024.

	Prior Year Grants		2023 Grant		2024
	Allocation	2023 Exp.	Allocation	2023 Exp.	Adopted Budget
Grant Funds Available	<u>\$567,964</u>	<u>\$448,163</u>	<u>\$207,280</u>	<u>\$207,280</u>	<u>\$200,000</u>

ALLOCATIONS

Direct

Low/Moderate Income Households	\$235,449	\$197,792	\$105,538	\$15,000	\$100,000
Redevelopment & Blight Elimination	259,915	63,674	60,000	40,000	55,000
Community Planning & Projects	11,550	11,550	11,550	5,775	15,000

Transfers

Administration	<u>61,050</u>	<u>33,226</u>	<u>30,000</u>	<u>15,000</u>	<u>30,000</u>
Totals	<u>\$567,964</u>	<u>\$306,242</u>	<u>\$207,088</u>	<u>\$75,775</u>	<u>\$200,000</u>
Grant Balances		<u>\$261,722</u>		<u>\$131,313</u>	

CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS

Department/Office:	Budget:
Community Development	Housing Fund
Program:	Submitted by:
Special Revenue Funds	Chris Haese

Housing Fund
2024 Adopted 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 2024 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).

2023 Accomplishments:

Initiated and completed 5 owner-occupied rehabilitation projects.

2024 Goals/Plans:

OWNER REHABILITATION PROGRAM: Provide funding assistance to 10 homeowners.

HOMEBUYERS ASSISTANCE PROGRAM:

Provide funding assistance to 2 first-time homebuyers with down payment/closing cost assistance and housing rehabilitation.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance, January 1	\$991	(\$12,787)	(\$12,787)	(\$17,576)	(\$17,576)
REVENUES					
Loan Repayments	\$26,372	\$40,000	\$30,000	\$45,000	\$45,000
Community Dev. Block Grant	0	27,000	20,711	35,000	35,000
Interest and Miscellaneous	1,470	2,000	2,000	2,000	2,000
Total Revenue	\$27,842	\$69,000	\$52,711	\$82,000	\$82,000
EXPENDITURES					
Schools, Seminars, Training	\$0	\$0	\$0	\$0	\$0
Auto Allowance	0	150	0	150	150
Postage	0	300	0	300	300
Outside Services	1,931	2,500	2,500	2,500	2,500
Office Supplies	0	350	0	350	350
Printing	0	250	0	250	250
Misc Expenditures	0	200	0	200	200
Grants/Loans Issued	4,689	30,000	20,000	25,000	25,000
Transfer to General Fund	35,000	35,000	35,000	35,000	35,000
Total Expenditures	\$41,620	\$68,750	\$57,500	\$63,750	\$63,750
Excess Revenues Over (Under) Expenditures	(\$13,778)	\$250	(\$4,789)	\$18,250	\$18,250
Fund Balance, December 31	(\$12,787)	(\$12,537)	(\$17,576)	\$674	\$674
Loans Outstanding as of 12/31/2022: 86	\$505,146				
Loans Written Off Due to Foreclosure/Bankruptcy	0		0		

CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS

Department/Office:	Budget:
Community Development	Economic Development
Program:	Submitted by:
Special Revenue Funds	Chris Haese

Small Business Loan Program
2024 Adopted 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.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance, January 1	\$12,787	\$12,787	\$12,787	\$12,787	\$12,787
<u>REVENUES</u>					
Loan Repayments	\$0	\$500	\$0	\$500	\$500
Interest and Miscellaneous	0	100	0	100	100
Total Revenue	\$0	\$600	\$0	\$600	\$600
<u>EXPENDITURES</u>					
Postage	\$0	\$50	\$0	\$50	\$50
Outside Services	0	200	0	200	200
Misc. Expenditures	0	200	0	200	200
Grants/Loans Issued	0	5,000	0	5,000	5,000
Total Expenditures	\$0	\$5,450	\$0	\$5,450	\$5,450
Excess Revenues Over (Under) Expenditures	\$0	(\$4,850)	\$0	(\$4,850)	(\$4,850)
Fund Balance, December 31	\$12,787	\$7,937	\$12,787	\$7,937	\$7,937
Loans Outstanding as of 12/31/2022: 0	\$0				
Loans Written Off Due to Bankruptcy	0				

CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS

Department/Office: Finance	Budget: Industrial Development Fund
Program: Special Revenue Funds	Submitted by: Chris Haese

Industrial Development Fund
2024 Adopted 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.

	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 Estimate</u>	<u>2024 Proposed</u>	<u>2024 Adopted</u>
Fund Balance (Deficit), January 1	<u>\$120,995</u>	<u>\$87,326</u>	<u>\$87,326</u>	<u>\$97,286</u>	<u>\$97,286</u>
<u>REVENUES</u>					
Per Capita Funding Allocation	<u>\$30,008</u>	<u>\$30,010</u>	<u>\$24,960</u>	<u>\$24,960</u>	<u>\$24,960</u>
Total Revenue	<u>\$30,008</u>	<u>\$30,010</u>	<u>\$24,960</u>	<u>\$24,960</u>	<u>\$24,960</u>
<u>EXPENDITURES</u>					
Recruitment/Retention	<u>\$1,375</u>	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$15,000</u>
Downtown Plan	<u>62,302</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$63,677</u>	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$15,000</u>
Excess Revenues Over (Under) Expenditures	<u>(\$33,669)</u>	<u>\$15,010</u>	<u>\$9,960</u>	<u>\$9,960</u>	<u>\$9,960</u>
Fund Balance (Deficit), December 31	<u>\$87,326</u>	<u>\$102,336</u>	<u>\$97,286</u>	<u>\$107,246</u>	<u>\$107,246</u>

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office:	Budget:
Finance	Recycling Fund
Program:	Submitted by:
Special Revenue Funds	Gerry Kaiser

Recycling Fund
2024 Adopted 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	2023 - \$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. A front-end loader equipped with a claw attachment and paired with a dump truck are used to collect large volumes of yard waste. 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 mid-November. 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 and 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 has continued since then. 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
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS

Department/Office:	Budget:
Finance	Recycling Fund
Program:	Submitted by:
Special Revenue Funds	Gerry Kaiser

2023 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. Increased charges for additional cards and limited additional cards to 2 per household.
- Arranged 3 special yard waste collections to address wind storm damage.

2024 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 2024 Adopted Budget:

- 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 \$5,000, a decrease of \$5,000 from 2023.
- Assumed 9,097 properties serviced comprising 9,182 charged units.
- Assumed a residential recycling special charge of \$46.00 per unit. Mayor recommended decrease to \$42.00 per unit.

	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Fund Balance, January 1	\$318,248	\$337,838	\$337,838	\$305,328	\$305,328	\$305,328
<u>REVENUES</u>						
Program Revenue	\$30,163	\$15,000	\$17,000	\$20,000	\$20,000	\$20,000
Grants	202,442	200,000	202,530	200,000	200,000	200,000
County Reimbursement	59,799	40,000	9,690	10,000	10,000	10,000
Punch Cards	3,715	2,000	0	0	0	0
Additional Cart Fee	1,295	1,250	1,760	1,800	1,800	1,800
Total Revenue	\$297,414	\$258,250	\$230,980	\$231,800	\$231,800	\$231,800
<u>EXPENDITURES</u>						
Curbside Collection	\$285,933	\$260,990	\$262,510	\$274,560	\$276,020	\$276,820
Drop Off Site Collection	109,193	118,700	109,440	120,810	121,070	121,190
Adm. & Public Information	7,605	7,290	8,810	9,040	9,040	9,040
Yard Waste	211,978	183,920	221,430	212,280	213,440	213,960
Trans. to General Fund for Adm	0	0	0	35,000	0	0
Total Expenditures	\$614,709	\$570,900	\$602,190	\$651,690	\$619,570	\$621,010
Excess Revenues Over (Under) Exp.	(\$317,295)	(\$312,650)	(\$371,210)	(\$419,890)	(\$387,770)	(\$389,210)
Residential Special Charge	\$336,885	\$337,520	\$338,700	\$422,370	\$385,640	\$385,640
Surplus (Deficit) after Special Charge	\$19,590	\$24,870	(\$32,510)	\$2,480	(\$2,130)	(\$3,570)
Fund Balance, December 31	\$337,838	\$362,708	\$305,328	\$307,808	\$303,198	\$301,758

**CITY OF NEENAH
OPERATING BUDGET
*** RECYCLING EXPENDITURES DETAIL BY TYPE OF ACTIVITY ***
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
RECYCLING PROGRAM								
<u>CURBSIDE COLLECTION (081-6901-935)</u>								
0102	Full Time Hourly Wages	106,755	96,760	103,000	107,000	108,220	108,890	
0104	Overtime Wages	2,327	2,000	4,700	2,300	2,300	2,300	
0110	Health Insurance	37,616	30,420	30,420	35,650	35,650	35,650	
0111	Fringes	22,293	19,830	21,630	22,050	22,290	22,420	
0115	Schools/Seminars/Training	0	200	200	200	200	200	
0202	Outside Printing	0	300	300	300	300	300	
0205	Debit Card Charges	165	120	160	180	180	180	
0206	Advertising & Publication	0	260	0	0	0	0	
0216	Maint of Operating Equip	0	50	50	50	50	50	
0224	Water & Sewer	2,321	3,000	2,800	2,800	2,800	2,800	
0236	Outside Services	1,412	3,000	2,500	3,000	3,000	3,000	
0243	Tipping Fees	9,627	15,000	12,000	12,000	12,000	12,000	
0245	License Fees	208	200	240	200	200	200	
0293	Maint of Motor Veh/Fleet	46,637	32,000	32,000	36,300	36,300	36,300	
0294	Oil and Fluids/Fleet	1,138	1,100	2,360	1,320	1,320	1,320	
0296	Maint of Oper Eq/Fleet	804	550	550	610	610	610	
0310	Gasoline & Oil	33,687	36,600	30,000	31,000	31,000	31,000	
0313	Motor Vehicles Maint. Sup	0	100	100	100	100	100	
0319	Safety Supplies	399	300	300	300	300	300	
0333	All Other Supplies	0	200	200	200	200	200	
0339	Tires & Tire Maintenance	20,544	19,000	19,000	19,000	19,000	19,000	
	CURBSIDE COLLECTION	285,933	260,990	262,510	274,560	276,020	276,820	15,830
<u>WASTE OIL / DROP-OFF SITE (081-6902-935)</u>								
0101	Salaries	2,000	2,000	2,000	2,000	2,000	2,000	
0102	Full Time Hourly Wages	16,659	20,810	17,000	19,000	19,220	19,320	
0103	Temporary Wages	23,647	25,300	25,300	25,850	25,850	25,850	
0104	Overtime Wages	0	200	420	200	200	200	
0110	Health Insurance	14,839	14,570	14,570	14,700	14,700	14,700	
0111	Fringes	8,572	9,500	8,790	9,090	9,130	9,150	
0124	Meal Allowance	0	0	10	0	0	0	
0236	Outside Services	830	5,000	5,000	10,000	10,000	10,000	
0249	Dumpster Pulls	24,682	25,000	21,000	21,600	21,600	21,600	
0252	Rental of Equipment	15,156	10,000	10,000	12,000	12,000	12,000	
0293	Maint of Motor Veh/Fleet	1,924	4,900	4,200	4,950	4,950	4,950	
0294	Oil and Fluids/Fleet	0	110	100	110	110	110	
0296	Maint of Oper Eq/Fleet	0	110	100	110	110	110	
0310	Gasoline & Oil	350	1,000	750	1,000	1,000	1,000	
0333	All Other Supplies	534	200	200	200	200	200	
	WASTE OIL / DROP-OFF SITE	109,193	118,700	109,440	120,810	121,070	121,190	2,490

**CITY OF NEENAH
OPERATING BUDGET
*** RECYCLING EXPENDITURES DETAIL BY TYPE OF ACTIVITY ***
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>PUBLIC INFORMATION (081-6905-935)</u>								
0115	Schools/Seminars/Training	0	0	0	100	100	100	
0202	Outside Printing	5,600	4,500	6,000	6,000	6,000	6,000	
0203	Postage	2,005	2,250	2,270	2,500	2,500	2,500	
0204	Conferences & Meetings	0	100	100	0	0	0	
0206	Advertising & Publication	0	50	50	50	50	50	
0207	Dues & Memberships	0	100	100	100	100	100	
0236	Outside Services	0	30	30	30	30	30	
0238	Professional Services	0	100	100	100	100	100	
0301	Office Supplies	0	50	50	50	50	50	
0302	Inhouse Printing	0	10	10	10	10	10	
0333	All Other Supplies	0	100	100	100	100	100	
	PUBLIC INFORMATION	7,605	7,290	8,810	9,040	9,040	9,040	1,750
<u>YARD WASTE (081-6907-935)</u>								
0102	Full Time Hourly Wages	86,611	70,740	93,860	85,000	85,970	86,400	
0104	Overtime Wages	992	300	1,000	400	400	400	
0110	Health Insurance	31,371	21,870	29,270	27,860	27,860	27,860	
0111	Fringes	17,890	14,260	19,040	17,230	17,420	17,510	
0124	Meal Allowance	0	0	30	10	10	10	
0236	Outside Services	0	1,000	1,000	1,000	1,000	1,000	
0243	Tipping Fees	12,939	17,500	14,000	17,000	17,000	17,000	
0252	Rental of Equipment	3,000	1,000	6,230	3,000	3,000	3,000	
0293	Maint of Motor Veh/Fleet	25,166	25,000	25,000	27,500	27,500	27,500	
0294	Oil and Fluids/Fleet	556	1,000	750	830	830	830	
0296	Maint of Oper Eq/Fleet	6,057	12,000	12,000	13,200	13,200	13,200	
0310	Gasoline & Oil	20,593	15,000	15,000	15,000	15,000	15,000	
0313	Motor Vehicles Maint. Sup	0	150	150	150	150	150	
0316	Equipment Maint. Supplies	0	150	150	150	150	150	
0319	Safety Supplies	25	150	150	150	150	150	
0320	Small Tools	11	100	100	100	100	100	
0333	All Other Supplies	0	200	200	200	200	200	
0339	Tires & Tire Maintenance	6,767	3,500	3,500	3,500	3,500	3,500	
	YARD WASTE	211,978	183,920	221,430	212,280	213,440	213,960	30,040
<u>TRANSFER TO GENERAL FUND (081-9910-935)</u>								
9999	Transfer to General Fund	0	0	0	35,000	0	0	
	TRANSFER TO GENERAL FUND	0	0	0	35,000	0	0	0
RECYCLING PROGRAM		614,709	570,900	602,190	651,690	619,570	621,010	50,110
Percent Budget Change								8.78%

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Public Health	Budget: Health Grants
Program: Special Revenue Funds	Submitted by: Andy Kahl

Health Grants Program
2024 Consolidated Contract Grants Adopted 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.

	<u>2022 Actual</u>	<u>2023 Y-T- D</u>	<u>2024 Budget</u>
Fund Balance, January 1	<u>\$58,859</u>	<u>\$58,859</u>	<u>\$58,859</u>
<u>EXPENDITURES</u>			
Transfer to General Fund	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Fund Balance, December 31	<u>\$58,859</u>	<u>\$58,859</u>	<u>\$58,859</u>

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office:	Budget:
Finance	Miscellaneous
Program:	Submitted by:
Special Revenue Funds	Andy Kahl

**Park and Recreation Fund
2024 Adopted Budget**

To account for monies received from private donations and requests to finance specific Park and Recreation related activities and the corresponding expenditures.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	\$369,946	\$403,808	\$403,808	\$423,808	\$423,808
<u>Revenues</u>					
Contributions, Interest, & Misc.	\$74,088	\$50,000	\$60,000	\$50,000	\$50,000
<u>Expenditures</u>	\$40,226	\$40,000	\$40,000	\$40,000	\$40,000
Excess Revenues Over (Under) Expenditures	\$33,862	\$10,000	\$20,000	\$10,000	\$10,000
Fund Balance (Deficit), December 31	\$403,808	\$413,808	\$423,808	\$433,808	\$433,808

**Dial-A-Ride Fund
2024 Adopted Budget**

To account for the receipts and disbursements of the Neenah-Menasha Dial-A-Ride Transportation program for the elderly.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	\$147,362	\$190,430	\$190,430	\$217,870	\$217,870
<u>Revenues</u>					
Intergovernmental	\$48,209	\$42,000	\$42,000	\$42,000	\$42,000
Contribution/Interest	9,177	11,440	11,440	11,600	11,600
Total Revenues	\$57,386	\$53,440	\$53,440	\$53,600	\$53,600
<u>Expenditures</u>	\$14,318	\$61,020	\$26,000	\$65,600	\$65,600
Excess Revenues Over (Under) Expenditures	\$43,068	(\$7,580)	\$27,440	(\$12,000)	(\$12,000)
Fund Balance (Deficit), December 31	\$190,430	\$182,850	\$217,870	\$205,870	\$205,870

**Civic and Social Fund
2024 Adopted Budget**

To account for monies provided by private donors to finance specific civic improvement and social activities and the corresponding expenditures.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	\$185,514	\$198,685	\$198,685	\$220,685	\$220,685
<u>Revenues</u>					
Contributions, Interest & Misc.	\$60,619	\$53,000	\$50,000	\$50,000	\$50,000
Sales (Compost and City Wear)	\$9,214	\$12,000	\$12,000	\$12,000	\$12,000
Total Revenue	\$69,833	\$65,000	\$62,000	\$62,000	\$62,000
<u>Expenditures</u>	\$56,662	\$40,000	\$40,000	\$40,000	\$40,000
Excess Revenues Over (Under) Expenditures	\$13,171	\$25,000	\$22,000	\$22,000	\$22,000
Fund Balance (Deficit), December 31	\$198,685	\$223,685	\$220,685	\$242,685	\$242,685

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office:	Budget:
Finance	Miscellaneous
Program:	Submitted by:
Special Revenue Funds	Andy Kahl

**Library Fund
2024 Adopted Budget**

To account for monies provided by private donors to finance specific Library improvements and services and the corresponding expenditures.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	\$1,953,229	\$1,637,895	\$1,637,895	\$1,812,895	\$1,812,895
<u>Revenues</u>					
Contribution	\$48,751	\$45,000	\$75,000	\$50,000	\$50,000
Interest & Market Adj.	(284,636)	50,000	175,000	50,000	50,000
Total Revenue	(\$235,885)	\$95,000	\$250,000	\$100,000	\$100,000
<u>Expenditures</u>	\$79,449	\$50,000	\$75,000	\$50,000	\$50,000
Excess Revenues Over (Under) Expenditures	(\$315,334)	\$45,000	\$175,000	\$50,000	\$50,000
Fund Balance (Deficit), December 31	\$1,637,895	\$1,682,895	\$1,812,895	\$1,862,895	\$1,862,895

**Public Safety Trust
2024 Adopted Budget**

To account for monies provided by private donors to finance specific public safety equipment and services and the corresponding expenditures.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	\$174,596	\$183,471	\$183,471	\$199,471	\$199,471
<u>Revenues</u>					
Contribution, Interest & Misc.	\$21,392	\$43,000	\$20,000	\$25,000	\$25,000
Grants	\$0	\$6,000	\$6,000	\$6,000	\$6,000
Total Revenue	\$21,392	\$49,000	\$26,000	\$31,000	\$31,000
<u>Expenditures</u>	\$12,517	\$45,000	\$10,000	\$20,000	\$20,000
Excess Revenues Over (Under) Expenditures	\$8,875	\$4,000	\$16,000	\$11,000	\$11,000
Fund Balance (Deficit), December 31	\$183,471	\$187,471	\$199,471	\$210,471	\$210,471

**Developer Land Sales Fund
2024 Adopted 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.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	\$51,603	\$180,942	\$180,942	\$425,856	\$425,856
<u>Revenues</u>					
Land Sales	125,263	100,000	241,482	100,000	100,000
Farming Lease	5,432	5,000	5,432	5,000	5,000
Total Revenue	\$130,695	\$105,000	\$246,914	\$105,000	\$105,000
<u>Expenditures</u>					
Closing Costs	\$1,356	\$1,500	\$2,000	\$1,500	\$1,500
Transfer to General Fund	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$1,356	\$1,500	\$2,000	\$1,500	\$1,500
Excess Revenues Over (Under) Expenditures	\$129,339	\$103,500	\$244,914	\$103,500	\$103,500
Fund Balance (Deficit), December 31	\$180,942	\$284,442	\$425,856	\$529,356	\$529,356

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office:	Budget:
Finance	Miscellaneous
Program:	Submitted by:
Special Revenue Funds	Andy Kahl

Alliant Energy PILOT Fund
2024 Adopted 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.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	\$0	\$247,266	\$247,266	\$494,456	\$741,646
Revenues					
Utility Aids	494,533	494,380	494,380	494,380	494,380
Total Revenue	\$494,533	\$494,380	\$494,380	\$494,380	\$494,380
Expenditures					
Town of Neenah Payment	\$247,267	\$247,190	\$247,190	\$247,190	\$247,190
Transfer to General Fund	0	0	0	0	0
Total Expenditures	\$247,267	\$247,190	\$247,190	\$247,190	\$247,190
Excess Revenues Over (Under) Expenditures	\$247,266	\$247,190	\$247,190	\$247,190	\$247,190
Fund Balance (Deficit), December 31	\$247,266	\$494,456	\$494,456	\$741,646	\$988,836

Neighborhood Investment Fund Grant (Valley VNA)
2024 Adopted Budget

In 2022 the City of Neenah, on behalf of Valley VNA, became the recipient of a \$4.3 million grant from the State of Wisconsin through the Neighborhood Investment Fund, created with federal money from the ARPA legislation. The City of Neenah receives the funds and passes them along to Valley VNA as work progresses on an expansion project.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	\$0	\$626,459	\$626,459	\$0	\$0
Revenues					
Grant Funds	1,249,187	0	2,531,314	519,499	519,499
Total Revenue	\$1,249,187	\$0	\$2,531,314	\$519,499	\$519,499
Expenditures					
Transfer to Valley VNA	622,728	0	3,157,773	519,499	519,499
Total Expenditures	\$622,728	\$0	\$3,157,773	\$519,499	\$519,499
Excess Revenues Over (Under) Expenditures	\$626,459	\$0	(\$626,459)	\$0	\$0
Fund Balance (Deficit), December 31	\$626,459	\$626,459	\$0	\$0	\$0

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office:	Budget:
Finance	Miscellaneous
Program:	Submitted by:
Special Revenue Funds	Andy Kahl

Excess TIF Increment Fund

2024 Adopted Budget

In 2023 the City of Neenah closed two Tax Incremental Financing (TIF) districts: #5 and #6. Districts with excess funds at closure are required to distribute the excess increment collected proportionally between the four taxing entities. Neenah's portion of the distribution is accounted for in this fund. Funds are unrestricted and can be used generally.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	\$0	\$0	\$0	\$450,000	\$450,000
<u>Revenues</u>					
TIF 5 Excess Increment	\$0	\$0	\$300,000	\$0	\$0
TIF 6 Excess Increment	0	0	150,000	0	0
Total Revenue	\$0	\$0	\$450,000	\$0	\$0
<u>Expenditures</u>					
Transfer to General Fund	0	0	0	0	0
Total Expenditures	\$0	\$0	\$0	\$0	\$0
Excess Revenues Over (Under) Expenditures	\$0	\$0	\$450,000	\$0	\$0
Fund Balance (Deficit), December 31	\$0	\$0	\$450,000	\$450,000	\$450,000

TIF Affordable Housing Fund

2024 Adopted Budget

State Law allows municipalities to extend the life of a Tax Incremental Financing (TIF) district by one year once the requirements for closure have been met. If elected, the extra year of increment must be used for housing programs, and the majority of the funds must go towards affordable housing. The City of Neenah elected to extend TIF districts 5 and 6 and the extra year of increment is accounted for here. As uses for the funds are developed the expenditures will appear in this fund.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	\$0	\$0	\$0	\$858,492	\$658,492
<u>Revenues</u>					
TIF 5 Affordable Housing Increment	\$0	\$0	\$305,412	\$0	\$0
TIF 6 Affordable Housing Increment	0	0	553,080	0	0
Total Revenue	\$0	\$0	\$858,492	\$0	\$0
<u>Expenditures</u>					
Affordable Housing Projects	0	0	0	200,000	200,000
Total Expenditures	\$0	\$0	\$0	\$200,000	\$200,000
Excess Revenues Over (Under) Expenditures	\$0	\$0	\$858,492	(\$200,000)	(\$200,000)
Fund Balance (Deficit), December 31	\$0	\$0	\$858,492	\$658,492	\$458,492

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Miscellaneous
Program: Special Revenue Funds	Submitted by: Vicky K. Rasmussen

**American Rescue Plan Act Funds
2024 Adopted 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
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2021 Activity

Baker Tilly-Lost Revenue Calculation	(2,679)
	(2,679)

Balance 12/31/21	\$ 5,546,894
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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)
	(1,667,400)

Balance 12/31/22	\$ 3,879,494
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2023 Adopted Budget

Public Safety Costs-Transfer to General Fund	(1,378,000)
One-Time Inflation Costs-Transfer to General Fund	(225,000)
Behavioral Health Officer	(97,570)
Grant Writing Resource	(25,000)
	(1,725,570)

Balance 12/31/23 (Est.)	\$ 2,153,924
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2024 Adopted Budget

Behavioral Health Officer	(62,500)	
2024 Public Safety Costs-Transfer to General Fund	(1,300,000)	
Arrowhead/Waterfront District Design/Construction	(700,000)	
Additional 1% increase in wages effective July 1	(32,680)	2024 Budget Amendment
Wage scale implementation adjustment	(840)	2024 Budget Amendment
	(2,096,020)	

Balance 12/31/24 (Est.)	\$ 57,904
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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office:	Budget:
Finance	Debt Service Fund
Program:	Submitted by:
Debt Service Fund	Vicky K. Rasmussen

**Debt Service Fund
2024 Adopted 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, 2023, the City's outstanding General Obligation debt is estimated to total \$85,395,826. This amount represents 55.0% of the City's legal debt limit of \$155,392,880. The City also has Storm Water Revenue Bonds issued in 2009 totaling \$179,672. In addition, the City has Capital Lease obligations totaling \$3,220,000 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 2024 Debt Service tax levy of \$4,000,000 is a \$0 from 2023.

		2024 Adopted Budget	
Estimated Fund Balance, January 1, 2024			\$9,056,560
<u>Revenues</u>			
Tax Levy	4,000,000		
Transfer from Tax Increment Districts (total T.I.D. debt service)	4,108,186		
Transfer from Sanitary Sewer Utility (capital projects/equip)	1,509,177		
Transfer from Storm Water Utility (capital projects/equip)	956,405		
Special Assessments	450,000		
Transportation Assessment Replacement Fee (TARF)	814,280		
Net Premium on Debt Issuance	410,669		
Total Revenues		12,248,717	
<u>Expenditures</u>			
City General Obligation Debt Service:			
Principal	9,335,038		
Interest	2,329,613	11,664,651	
Storm Water Revenue Bonds			
Principal	27,670		
Interest	5,228	32,898	
Capital Leases			
Principal	35,000		
Interest	86,135	121,135	
Estimated Interest Payment on 2024 G.O. Borrowing	360,281		
Total Expenditures		12,178,965	
Excess Revenues Over (Under) Expenditures			69,752
* Estimated Fund Balance, December 31, 2024			<u><u>\$9,126,312</u></u>

*Note: \$8.355 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
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office:	Budget:
Finance	Debt Service Fund
Program:	Submitted by:
Debt Service Fund	Vicky K. Rasmussen

2024 Debt Service Payments

Promissory Notes/Note Anticipation Notes

		Principal	Interest	Sub-Total	Total
2014 \$4,685,000	Streets/Facilities/Equip.	\$ 360,000	\$ 3,600	\$ 363,600	
NIC - 1.7465%	TID #5	5,000	50	5,050	
	TID #6	25,000	250	25,250	
	TID #7	5,000	50	5,050	
	TID #8	30,000	300	30,300	
	Sanitary Sewer Utility	105,000	1,050	106,050	
	Storm Water Utility	55,000	550	55,550	\$ 590,850
2015 \$6,250,000	Streets/Facilities/Equip.	305,000	11,845	316,845	
TIC - 1.89%	TID #5	5,000	188	5,188	
	TID #6	5,000	187	5,187	
	TID #7	5,000	188	5,188	
	TID #8	5,000	187	5,187	
	TID #9	15,000	687	15,687	
	Sanitary Sewer Utility	70,000	2,625	72,625	
	Storm Water Utility	80,000	2,843	82,843	508,750
2016 \$6,500,000	Streets/Facilities/Equip.	519,000	26,870	545,870	
TIC - 1.57%	TID #7	10,000	500	10,500	
	TID #8	-	200	200	
	TID #9	45,000	2,250	47,250	
	TID #10	40,000	2,000	42,000	
	Sanitary Sewer Utility	106,000	5,280	111,280	
	Storm Water Utility	65,000	3,150	68,150	825,250
2017 \$5,610,000	Streets/Facilities/Equip.	405,920	31,860	437,780	
TIC - 2.30%	TID #8	5,000	375	5,375	
	TID #9	15,000	1,125	16,125	
	TID #10	33,250	2,636	35,886	
	TID #11	1,750	139	1,889	
	Sanitary Sewer Utility	100,000	7,800	107,800	
	Storm Water Utility	89,080	6,615	95,695	700,550

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office:	Budget:
Finance	Debt Service Fund
Program:	Submitted by:
Debt Service Fund	Vicky K. Rasmussen

Promissory Notes/Note Anticipation Notes (Cont'd)

		Principal	Interest	Sub-Total	Total
2018 \$8,295,000	Streets/Facilities/Equip.	627,200	78,307	705,507	
TIC - 2.57%	TID #8	-	270	270	
	TID #9	-	405	405	
	TID #10	-	24,500	24,500	
	TID #11	-	405	405	
	Sanitary Sewer Utility	70,000	8,414	78,414	
	Storm Water Utility	77,800	9,923	87,723	897,224
2019 \$8,825,000	Streets/Facilities/Equip.	755,000	117,206	872,206	
TIC - 2.46%	TID #8	-	5,100	5,100	
	TID #9	-	5,925	5,925	
	TID #10	-	15,144	15,144	
	TID #11	-	3,450	3,450	
	Sanitary Sewer Utility	80,000	12,556	92,556	
	Storm Water Utility	15,000	2,531	17,531	1,011,912
2020 \$9,895,000	Streets/Facilities/Equip.	885,000	155,055	1,040,055	
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	175,000	42,005	217,005	
	Storm Water Utility	95,000	23,040	118,040	1,412,270
2020B \$1,865,000	Redevelopment-Non TIF	0	15,252	15,252	
TIC - 1.54%	TID #9	183,000	5,194	188,194	203,446
2021 \$11,750,000	Streets/Facilities/Equip.	0	141,650	141,650	
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	160,000	30,550	190,550	
	Storm Water Utility	90,000	20,800	110,800	458,300
2022 \$16,230,000	Streets/Facilities/Equip.	0	304,750	304,750	
TIC - 1.74%	TID #7	70,000	21,450	91,450	
	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	130,000	39,650	169,650	
	Storm Water Utility	100,000	28,850	128,850	725,500
2023 \$15,585,000	Streets/Facilities/Equip.	0	501,400	501,400	
TIC - 2.9%	TID #8	0	600	600	
	TID #9	0	1,400	1,400	
	TID #10	0	600	600	
	TID #11	0	6,100	6,100	
	TID #12	0	37,800	37,800	
	Sanitary Sewer Utility	245,000	92,825	337,825	
	Storm Water Utility	115,000	43,325	158,325	1,044,050
Total Promissory Notes		\$6,383,000	\$1,995,102	\$8,378,102	\$8,378,102

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Debt Service Fund
Program: Debt Service Fund	Submitted by: Vicky K. Rasmussen

Bonds

		Principal	Interest	Sub-Total	Total
2012C \$4,410,000	TID #5	11,148	546	11,694	
NIC - 1.789%	TID #6	54,412	1,854	56,266	
	TID #7	189,817	7,575	197,392	
	TID #8	191,290	8,696	199,986	
	TID #9	33,333	1,330	34,663	500,001
2013 \$1,030,000	TID #6	105,000	2,021	107,021	107,021
TIC - 3.27%					
2017 \$3,785,000	TID #5	1,410	225	1,635	
TIC - 2.42%	TID #6	3,290	524	3,814	
	TID #7	84,600	13,482	98,082	
	TID #8	380,700	60,669	441,369	544,900
2017 \$1,350,000	TID #10	65,000	36,300	101,300	101,300
TIC - 2.92%					
2019 \$1,450,000	TID #6	5,000	75	5,075	
TIC - 2.40%	TID #7	155,000	27,675	182,675	187,750
2022 \$10,055,000	TID #8	1,650,000	170,155	1,820,155	1,820,155
TIC - 2.40%					
Total General Obligation Bonds		\$2,930,000	\$331,127	\$3,261,127	\$3,261,127

Other Debt

Clean Water Fund Loans - G.O.

2010 \$411,652	Sanitary Sewer Utility	22,038	3,384	25,422	25,422
NIC - 2.200%					
Total Clean Water Fund Loans - G.O.		\$22,038	\$3,384	\$25,422	\$25,422
Total G.O. Debt Service		\$9,335,038	\$2,329,613	\$11,664,651	\$11,664,651

Clean Water Fund Loans - Revenue Bonds

2009 \$471,087	Storm Water Utility	27,670	5,228	32,898	32,898
NIC - 3.153%					
Total Storm Water Revenue Bonds		\$27,670	\$5,228	\$32,898	\$32,898

Capital Leases

2016 CDA Lease Refunding - 2004 TID #8		35,000	86,135	121,135	121,135
TIC - 2.82%					
Total Capital Leases		\$35,000	\$86,135	\$121,135	\$121,135
Total Debt Service and Capital Leases		\$9,397,708	\$2,420,976	\$11,818,684	\$11,818,684
Less: Other Debt Service Funding					7,818,684
Net Tax Levy					\$4,000,000

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office:	Budget:
Finance	Debt Service Fund
Program:	Submitted by:
Debt Service Fund	Vicky K. Rasmussen

Outstanding Indebtedness

<u>General Obligation Promissory/Note Anticipation Notes</u>	<u>12/31/23</u>	<u>12/31/24</u>	<u>Principal Paid in 2024</u>
2014A \$4,685,000 Capital Improvements/TID/Sanitary/Storm	\$ 585,000	\$ -	\$ 585,000
2015A \$6,250,000 Capital Improvements/TID/Sanitary/Storm	995,000	505,000	490,000
2016A \$6,500,000 Capital Improvements/TID/Sanitary/Storm	2,405,000	1,620,000	785,000
2017A \$5,610,000 Capital Improvements/TID/Sanitary/Storm	2,010,000	1,360,000	650,000
2018A \$8,295,000 Capital Improvements/TID/Sanitary/Storm	5,080,000	4,305,000	775,000
2019A \$8,825,000 Capital Improvements/TID/Sanitary/Storm	6,615,000	5,765,000	850,000
2020A \$9,895,000 Capital Improvements/TID/Sanitary/Storm	8,280,000	7,125,000	1,155,000
2020B \$1,865,000 TID/Redevelopment (Non-TIF)	1,331,000	1,148,000	183,000
2021A \$11,750,000 Capital Improvements/TID/Sanitary/Storm	10,940,000	10,690,000	250,000
2022A \$16,230,000 Capital Improvements/TID/Sanitary/Storm	15,820,000	15,520,000	300,000
2023A \$15,585,000 Capital Improvements/TID/Sanitary/Storm	15,585,000	15,225,000	360,000
<u>Total G.O. Promissory Notes</u>	<u>\$ 69,646,000</u>	<u>\$ 63,263,000</u>	<u>\$ 6,383,000</u>
<u>General Obligation Bonds</u>			
2012C \$4,410,000 Refunding - Cap. Improvements/TID/Storm	\$ 1,240,000	\$ 760,000	\$ 480,000
2013A \$1,030,000 Taxable Refunding-TID	105,000	-	105,000
2017A \$3,785,000 Refunding-Cap Improvements/TID/Storm	2,295,000	1,825,000	470,000
2017B \$1,350,000 Refunding-TID	1,120,000	1,055,000	65,000
2019A \$1,450,000 Taxable Refunding-TID	1,005,000	845,000	160,000
2019A \$10,055,000 Refunding-TID	9,820,000	8,170,000	1,650,000
<u>Total G.O. Bonds</u>	<u>\$ 15,585,000</u>	<u>\$ 12,655,000</u>	<u>\$ 2,930,000</u>
<u>Clean Water Fund Loans - G.O.</u>			
2010 \$411,652 Sanitary Sewer Utility	\$ 164,826	142,788	\$ 22,038
<u>Total Clean Water Fund Loans - G.O.</u>	<u>\$ 164,826</u>	<u>\$ 142,788</u>	<u>\$ 22,038</u>
* Total City Outstanding Debt	<u>\$ 85,395,826</u>	<u>\$ 76,060,788</u>	<u>\$ 9,335,038</u>

* Note: Principal paid in 2024 excludes principal payments on Storm Water Revenue Bonds (\$27,670) and CDA Capital Lease Obligations (\$35,000). Including those payments, total debt principal scheduled for payment in 2024 is \$9,397,708.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Debt Service Fund
Program: Debt Service Fund	Submitted by: Vicky K. Rasmussen

Legal Debt Limit Per Wisconsin Law

	<u>G. O. Debt</u>	<u>State Statutory Limit</u>	<u>% of Statutory Limit</u>
End of 2023:	\$ 85,395,826	\$ 155,392,880 (a)	55.0%
End of 2022:	77,698,389	136,570,500	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%

(a) City Equalized Valuation 1/1/23

\$ 3,107,857,600

Percent Limit of G.O. Debt

x 5%

Amount Limit of G.O. Debt

\$ 155,392,880

*** Total Debt Including Storm Water Revenue and CDA Lease Revenue Bonds**

	<u>All Debt</u>	<u>State Statutory Limit</u>	<u>% of Statutory Limit</u>
End of 2023:	\$ 88,795,498	\$ 155,392,880	57.1%
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	122,007,255	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%

<p style="text-align: center;">City of Neenah</p> <p style="text-align: center;">Summary of Outstanding</p> <p style="text-align: center;">General Obligation Long-Term Debt</p>

<u>Year Ended</u>	<u>Outstanding Principal Balance</u>	<u>% of Statutory Limit</u>
2001	\$ 26,953,231	38.41%
2002	31,275,581	42.60%
2003	32,130,505	41.40%
2004	33,352,670	39.60%
2005	38,242,106	45.60%
2006	45,643,246	49.50%
2007	47,264,608	50.70%
2008	47,044,457	48.70%
2009	46,871,594	47.30%
2010	46,234,545	48.20%
2011	45,302,933	47.30%
2012	46,124,943	50.10%
2013	47,963,383	51.80%
2014	46,507,999	48.50%
2015	46,794,880	48.40%
2016	47,201,364	47.40%
2017	47,792,440	45.60%
2018	48,858,100	44.20%
2019	50,603,334	42.60%
2020	55,308,133	45.30%
2021	59,783,488	46.90%
2022	77,698,389	56.89%
2023	85,395,826	54.95%
2024 *	95,163,270	61.24%
2025 *	106,591,993	68.60%
2026 *	111,914,636	72.02%
2027 *	112,071,504	72.12%

** This includes the estimated borrowings and debt service payments for Budget Years 2024 - 2027, and excludes Storm Water Revenue Bonds and CDA Lease Revenue Bonds.*

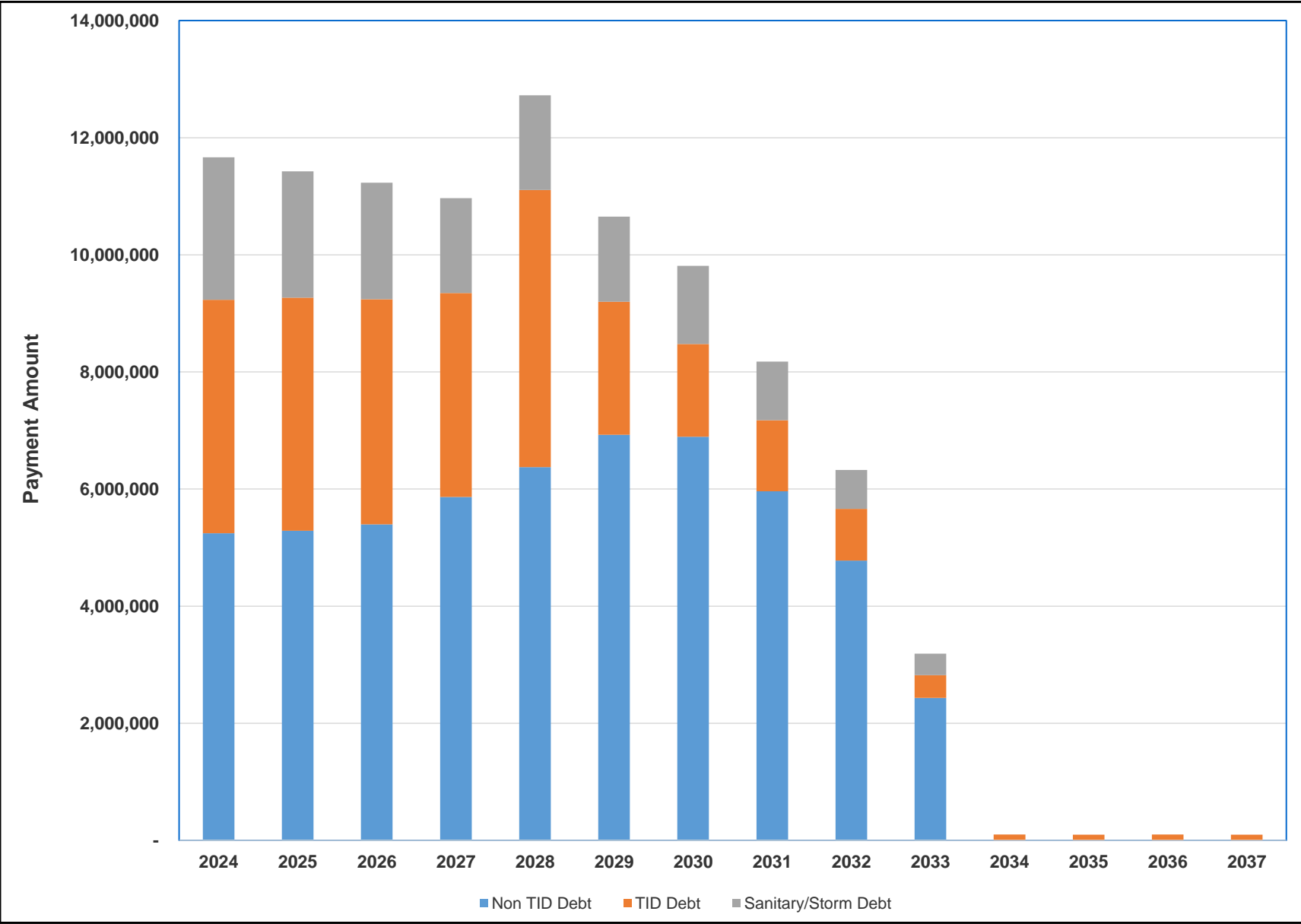
City of Neenah
Schedule of Future Total Annual GO Debt Service Payments
As of December 31, 2023

Property Tax Supported GO Debt (Non-TID)					TID Supported GO Debt			
Year	Principal	Interest	Total	% of Debt	Principal	Interest	Total	% of Debt
2024	3,857,120	1,387,795	5,244,915		3,433,000	554,051	3,987,051	
2025	4,025,100	1,262,318	5,287,418		3,500,000	479,711	3,979,711	
2026	4,263,140	1,133,149	5,396,289		3,447,000	399,076	3,846,076	
2027	4,880,000	985,525	5,865,525		3,160,000	321,809	3,481,809	
2028	5,547,500	826,428	6,373,928		4,490,000	243,145	4,733,145	
2029	6,271,000	656,141	6,927,141		2,140,000	132,705	2,272,705	
2030	6,419,000	472,941	6,891,941		1,500,000	85,590	1,585,590	
2031	5,655,000	306,325	5,961,325		1,155,000	58,775	1,213,775	
2032	4,615,000	164,500	4,779,500		845,000	37,300	882,300	
2033	2,385,000	47,700	2,432,700		370,000	19,350	389,350	
2034	-	-	-		90,000	11,100	101,100	
2035	-	-	-		90,000	8,400	98,400	
2036	-	-	-		95,000	5,700	100,700	
2037	-	-	-		95,000	2,850	97,850	
Total	\$ 47,917,860	\$ 7,242,822	\$ 55,160,682	57.12%	\$ 24,410,000	\$ 2,359,562	\$ 26,769,562	27.72%

Sanitary / Storm Water Utility Supported GO Debt					Total GO Debt			
Year	Principal	Interest	Total	% of Debt	Principal	Interest	Total	% of Debt
2024	2,044,918	387,766	2,432,684		9,335,038	2,329,612	11,664,650	
2025	1,837,422	319,609	2,157,031		9,362,522	2,061,638	11,424,160	
2026	1,734,878	253,656	1,988,534		9,445,018	1,785,881	11,230,899	
2027	1,422,524	196,084	1,618,608		9,462,524	1,503,418	10,965,942	
2028	1,468,542	149,483	1,618,025		11,506,042	1,219,056	12,725,098	
2029	1,344,571	108,838	1,453,409		9,755,571	897,684	10,653,255	
2030	1,260,111	73,071	1,333,182		9,179,111	631,602	9,810,713	
2031	955,000	45,250	1,000,250		7,765,000	410,350	8,175,350	
2032	640,000	24,250	664,250		6,100,000	226,050	6,326,050	
2033	360,000	7,200	367,200		3,115,000	74,250	3,189,250	
2034	-	-	-		90,000	11,100	101,100	
2035	-	-	-		90,000	8,400	98,400	
2036	-	-	-		95,000	5,700	100,700	
2037	-	-	-		95,000	2,850	97,850	
Total	\$ 13,067,966	\$ 1,565,207	\$ 14,633,173	15.15%	\$ 85,395,826	\$ 11,167,591	\$ 96,563,417	100%

* Excludes 2024 Estimated Borrowing for 2024 Capital Projects. This also excludes Storm Water Revenue Bonds and CDA Lease

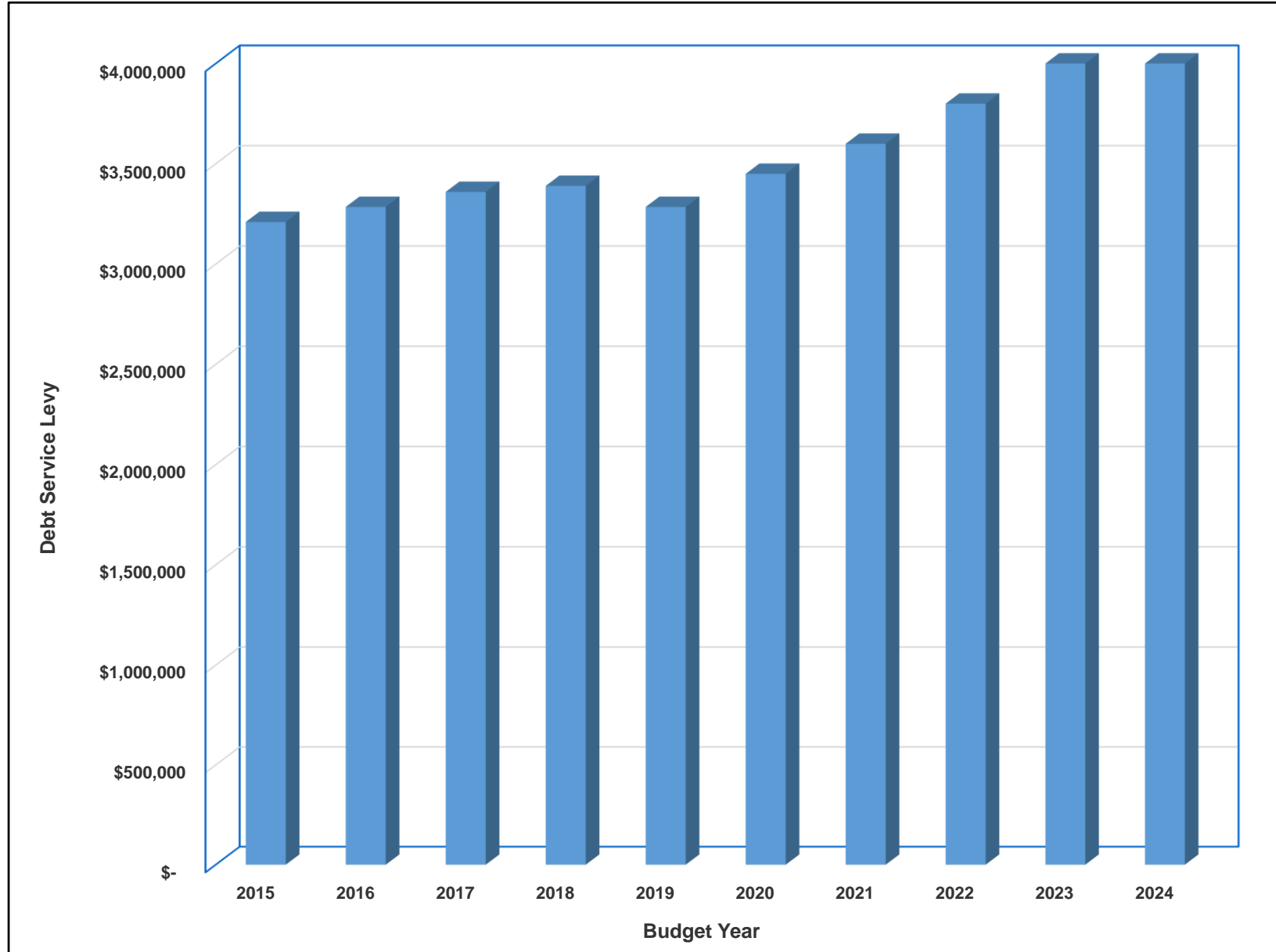
City of Neenah
Schedule of Future Annual Debt Service Payments
For All General Obligation Debt Issued as of September 30, 2023



<p align="center">City of Neenah Annual Debt Service Levy Budget Years 2015 - 2024</p>

<u>Year</u>	<u>\$ Levy</u>	<u>\$ Change</u>	<u>% Change</u>
2015	\$ 3,210,000	N/A	N/A
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%
2024	4,000,000	-	0.00%
Ten-Year Average			2.51%

**City of Neenah
Annual Debt Service Levy
Budget Years 2015 - 2024**



City of Neenah
Preliminary 2024 Financing Plan



						Aggregate 2024 CIP				YEAR DUE
						\$13,520,000				
						General Obligation Promissory Notes				
						Dated: 3/1/2024				
LEVY YEAR	YEAR DUE	EXISTING DEBT SERVICE (Levy Supported) (A)	TARF	STREET AND SPECIAL ASSESSMENTS	NET EXISTING MILL RATE (Levy Supported) (B)	PRINCIPAL (3/1)	INTEREST (3/1 & 9/1) TIC= 4.14%	LESS: HYPOTHETICAL BID PREMIUM	TOTAL	
2022	2023	\$4,394,715	(\$400,000)		\$1.63					2023
2023	2024	\$4,566,836	(\$814,280)		\$1.32		\$354,900	(\$354,900)	\$0	2024
2024	2025	\$4,964,674	(\$814,280)	(\$485,000)	\$1.26	\$1,270,000	\$676,463	(\$349,716)	\$1,596,746	2025
2025	2026	\$5,396,274	(\$814,280)	(\$475,000)	\$1.38	\$1,020,000	\$616,350		\$1,636,350	2026
2026	2027	\$5,865,524	(\$814,280)	(\$465,000)	\$1.51	\$1,075,000	\$561,356		\$1,636,356	2027
2027	2028	\$6,373,927	(\$814,280)	(\$405,000)	\$1.67	\$1,135,000	\$503,344		\$1,638,344	2028
2028	2029	\$6,927,142	(\$814,280)	(\$405,000)	\$1.81	\$1,190,000	\$442,313		\$1,632,313	2029
2029	2030	\$6,891,941	(\$814,280)	(\$405,000)	\$1.77	\$1,255,000	\$378,131		\$1,633,131	2030
2030	2031	\$5,961,325	(\$814,280)	(\$405,000)	\$1.45	\$1,505,000	\$305,681		\$1,810,681	2031
2031	2032	\$4,779,500	(\$814,280)	(\$405,000)	\$1.06	\$1,580,000	\$224,700		\$1,804,700	2032
2032	2033	\$2,432,700	(\$814,280)		\$0.47	\$1,670,000	\$139,388		\$1,809,388	2033
2033	2034		(\$814,280)		(\$0.23)	\$1,820,000	\$47,775		\$1,867,775	2034
2034	2035		(\$814,280)		(\$0.23)					2035
2035	2036		(\$814,280)		(\$0.23)					2036
2036	2037		(\$814,280)		(\$0.22)					2037
		\$58,554,559	(\$11,799,920)	(\$3,450,000)		\$13,520,000	\$4,250,400	(\$704,616)	\$17,065,784	

(A) Net of bid premium from the 2021, 2022, & 2023 G.O. Promissory Notes applied to offset portions of levy supported interest payments due in 2023, 2024, and 2025.
(B) Mill rate based on the 2022 & 2023 Equalized Valuations (TID-OUT) of \$2,457,093,800 and \$2,853,204,900, respectively, with annual growth of 2.00% thereafter.

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City of Neenah
Preliminary 2024 Financing Plan - Breakout by Funding Source

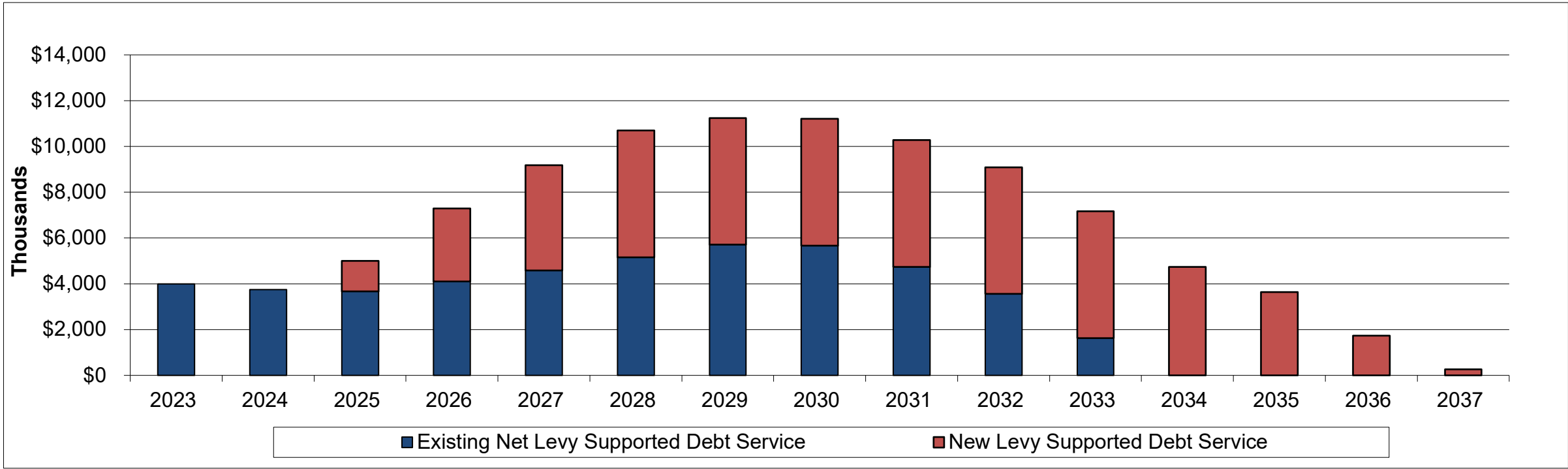
LEVY YEAR	YEAR DUE	Levy \$8,740,000	Sanitary Sewer \$2,840,000	Storm Water \$1,110,000	TID #9 \$25,000	TID #10 \$10,000	TID #11 \$15,000	TID #12 \$765,000	TID #13 \$15,000	YEAR DUE
		NET TOTAL	NET TOTAL	NET TOTAL	NET TOTAL	NET TOTAL	NET TOTAL	NET TOTAL	NET TOTAL	
2022	2023									2023
2023	2024	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	2024
2024	2025	\$1,094,358	\$356,447	\$137,958	\$417	\$167	\$250	\$6,898	\$250	2025
2025	2026	\$1,094,538	\$358,100	\$140,138	\$1,313	\$525	\$788	\$40,163	\$788	2026
2026	2027	\$1,096,738	\$355,763	\$140,281	\$1,313	\$525	\$788	\$40,163	\$788	2027
2027	2028	\$1,096,838	\$357,769	\$140,163	\$1,313	\$525	\$788	\$40,163	\$788	2028
2028	2029	\$1,094,838	\$354,119	\$139,781	\$1,313	\$525	\$788	\$40,163	\$788	2029
2029	2030	\$1,095,606	\$354,813	\$139,138	\$1,313	\$525	\$788	\$40,163	\$788	2030
2030	2031	\$1,098,881	\$354,719	\$138,231	\$1,313	\$525	\$788	\$215,438	\$788	2031
2031	2032	\$1,094,663	\$358,706	\$137,063	\$1,313	\$525	\$788	\$210,856	\$788	2032
2032	2033	\$1,097,819	\$356,775	\$140,500	\$1,313	\$525	\$788	\$210,881	\$788	2033
2033	2034	\$1,098,088	\$354,056	\$138,544	\$25,656	\$10,263	\$15,394	\$210,381	\$15,394	2034
2034	2035									2035
2035	2036									2036
2036	2037									2037
		\$10,962,364	\$3,561,266	\$1,391,795	\$36,573	\$14,629	\$21,944	\$1,055,267	\$21,944	



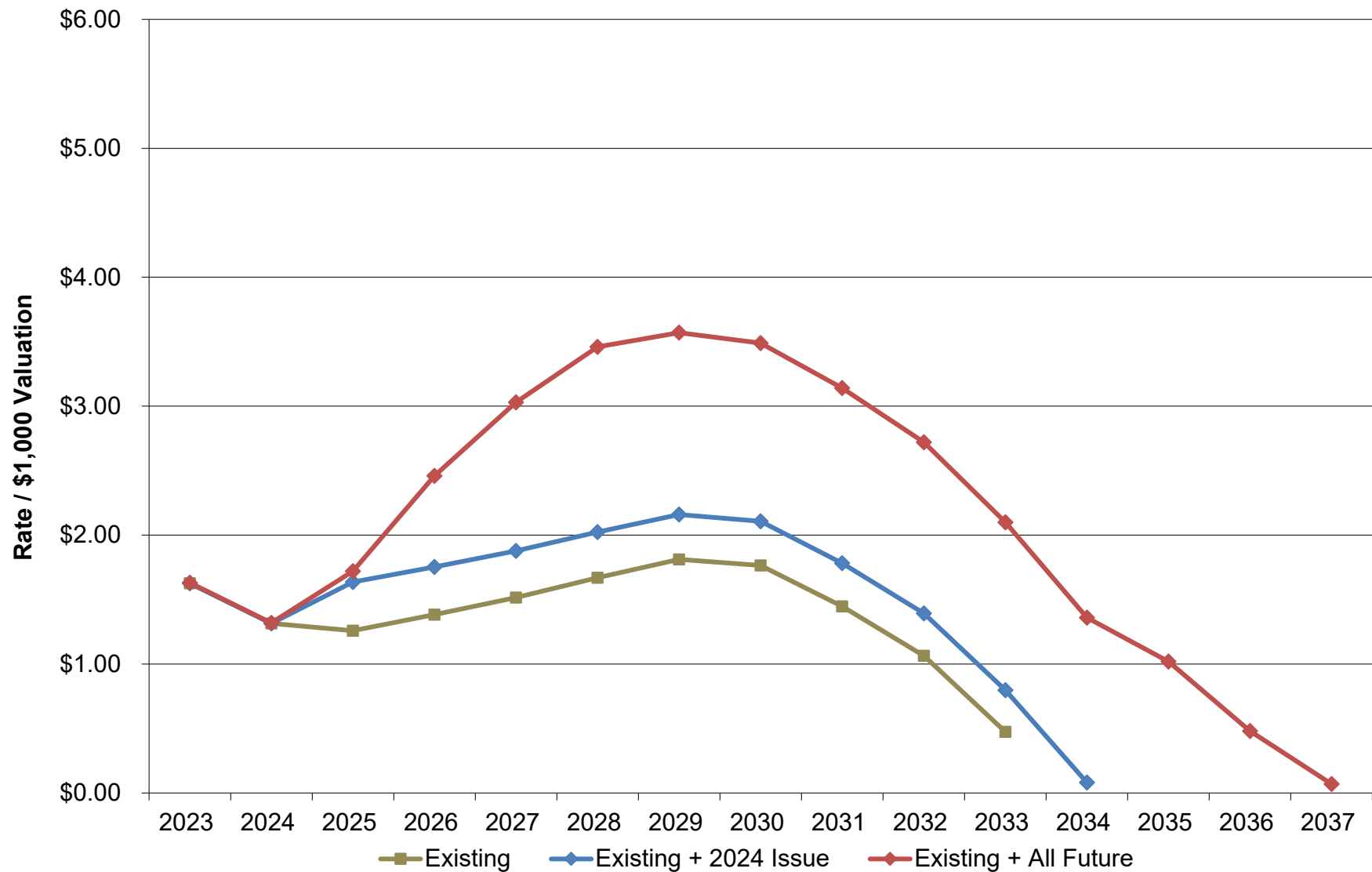
City of Neenah
Future Levy Supported Financing Plan

		Levy Supported Future Borrowings			COMBINED DEBT SERVICE (Levy Supported) (A)	COMBINED MILL RATE (Levy Supported) (B)	IMPACT OVER PRIOR YEAR	YEAR DUE
LEVY YEAR	YEAR DUE	\$16,435,000 G.O. Notes Dated: 3/1/25	\$12,615,000 G.O. Notes Dated: 3/1/26	\$9,345,000 G.O. Notes Dated: 3/1/27				
		Est. AVG= 3.00%	Est. AVG= 3.00%	Est. AVG= 3.00%				
2022	2023				\$3,994,715	\$1.63		2023
2023	2024				\$3,752,556	\$1.32	(\$0.31)	2024
2024	2025	\$246,525			\$5,006,277	\$1.72	\$0.40	2025
2025	2026	\$1,901,600	\$189,225		\$7,292,357	\$2.46	\$0.74	2026
2026	2027	\$1,903,025	\$1,461,950	\$140,175	\$9,188,132	\$3.03	\$0.57	2027
2027	2028	\$1,903,100	\$1,458,500	\$1,083,125	\$10,696,210	\$3.46	\$0.43	2028
2028	2029	\$1,901,825	\$1,459,075	\$1,078,375	\$11,241,974	\$3.57	\$0.11	2029
2029	2030	\$1,904,125	\$1,458,600	\$1,082,875	\$11,213,867	\$3.49	(\$0.08)	2030
2030	2031	\$1,900,000	\$1,462,000	\$1,081,550	\$10,284,476	\$3.14	(\$0.35)	2031
2031	2032	\$1,899,450	\$1,459,275	\$1,079,475	\$9,093,083	\$2.72	(\$0.42)	2032
2032	2033	\$1,902,325	\$1,460,425	\$1,081,575	\$7,160,564	\$2.10	(\$0.62)	2033
2033	2034	\$1,903,550	\$1,460,375	\$1,082,775	\$4,730,508	\$1.36	(\$0.74)	2034
2034	2035	\$1,903,125	\$1,459,125	\$1,083,075	\$3,631,045	\$1.02	(\$0.34)	2035
2035	2036		\$1,461,600	\$1,082,475	\$1,729,795	\$0.48	(\$0.54)	2036
2036	2037			\$1,080,975	\$266,695	\$0.07	(\$0.41)	2037
		\$19,268,650	\$14,790,150	\$10,956,450	\$99,282,253			

(A) Net of bid premium from the 2021, 2022, & 2023 G.O. Promissory Notes applied to offset portions of levy supported interest payments due in 2023, 2024, and 2025.
(B) Mill rate based on the 2022 & 2023 Equalized Valuations (TID-OUT) of \$2,457,093,800 and \$2,853,204,900, respectively, with annual growth of 2.00% thereafter.

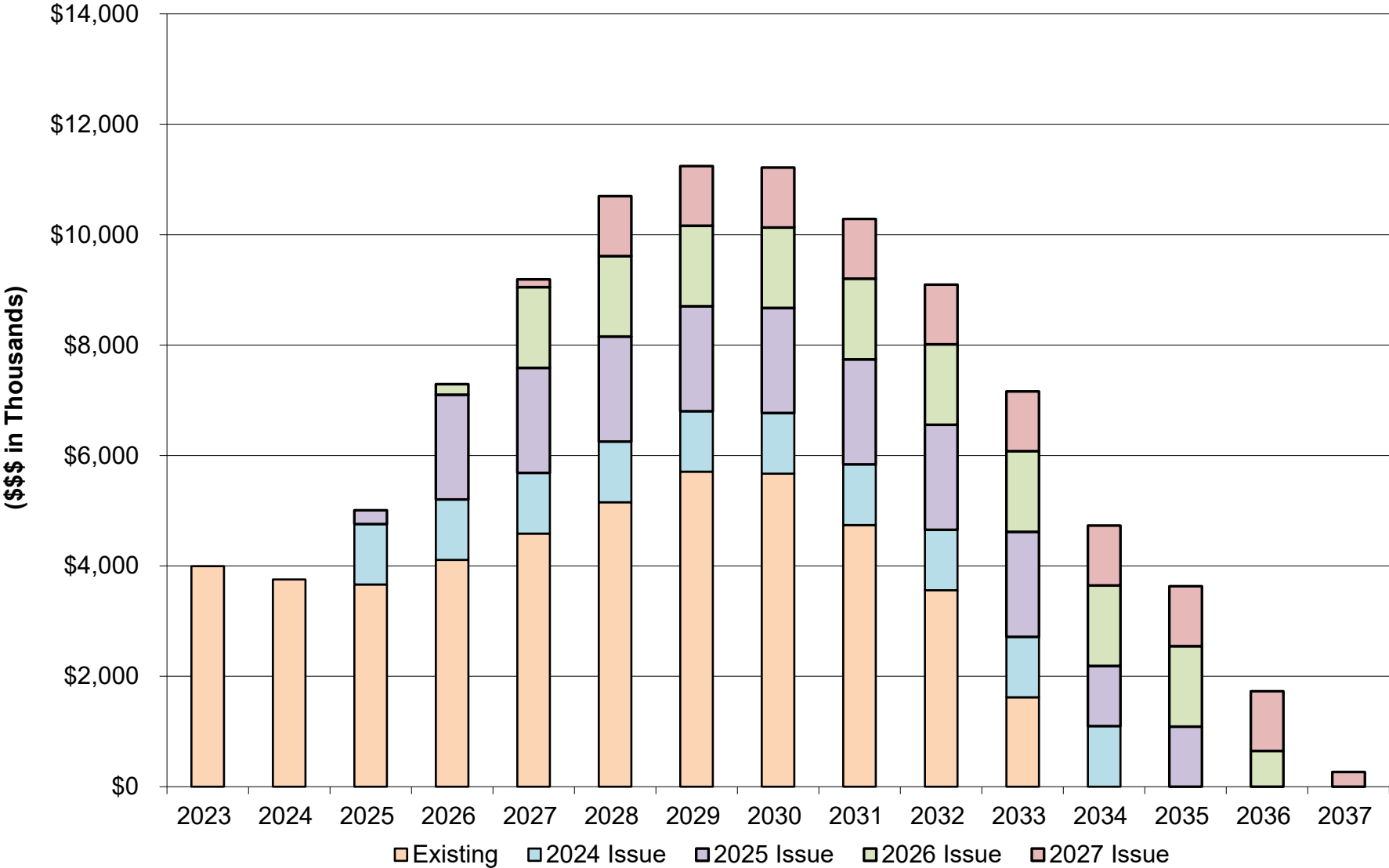


CITY OF NEENAH
Levy Supported Debt Service Tax Rate - Current and Future Years



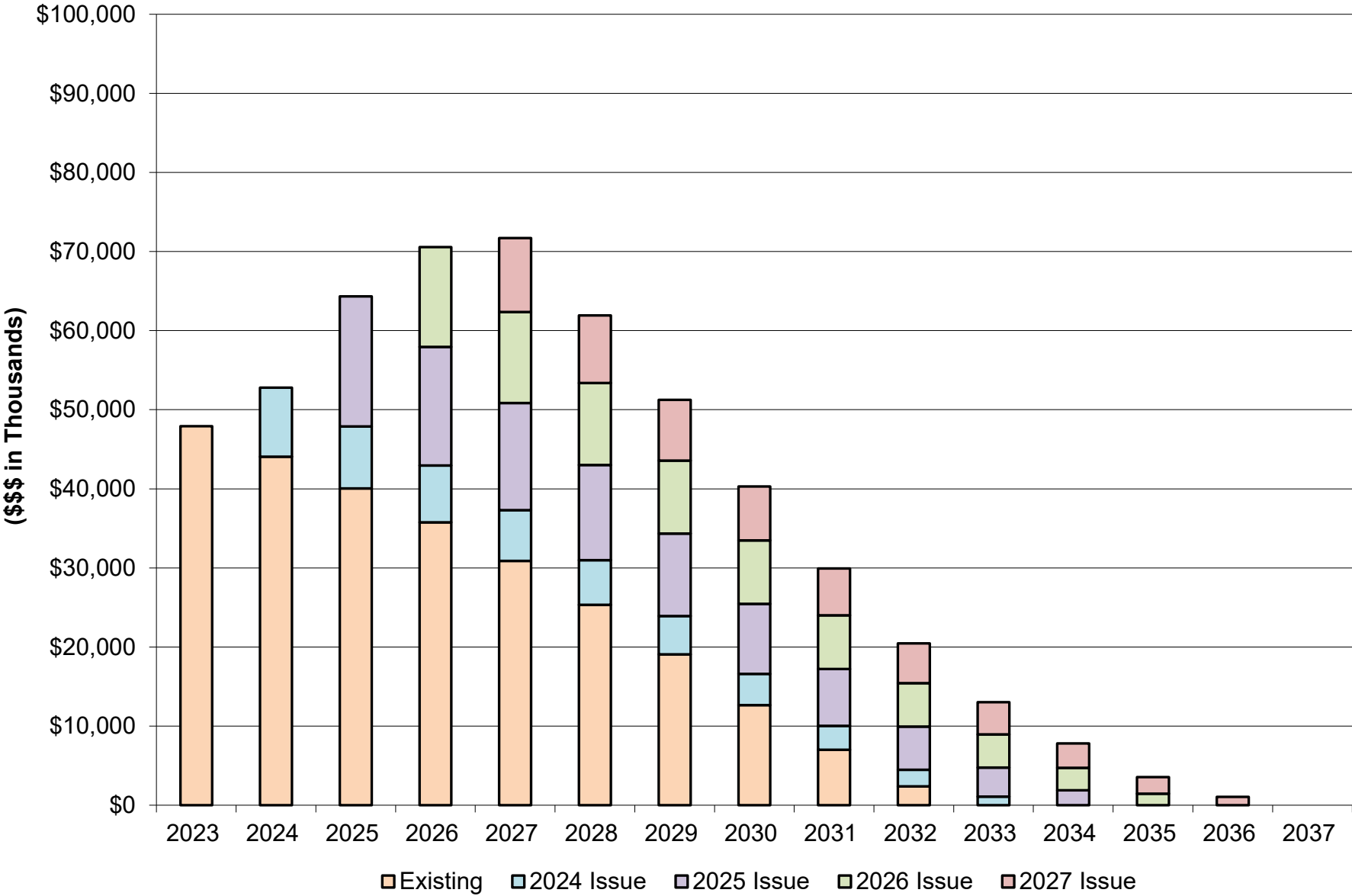
Note: Tax rate based on the 2022 and 2023 Equalized Valuations (TID-OUT) of \$2,457,093,800 and \$2,853,204,900, respectively, with annual growth of 2.00% thereafter.

CITY OF NEENAH
Levy Supported Debt Current and Future Payments



Notes: Assumes future interest rate of 3.00% for 2025 and thereafter.
Graph represents levy supported debt service payments net of bid premium from the 2021, 2022, and 2023 G.O. Promissory Notes as well as TARF and Street and Special Assessments.

CITY OF NEENAH
Levy Supported Principal Outstanding (End of Year)



City of Neenah

Preliminary 2024 Financing Plan - TID #10 Land Acquisition

TID #10				
\$1,550,000				
Taxable General Obligation Promissory Notes				
Dated: 3/1/2024				
YEAR DUE	PRINCIPAL (3/1)	INTEREST (3/1 & 9/1) TIC= 5.91%	TOTAL	YEAR DUE
2023				2023
2024				2024
2025	\$80,000	\$130,131	\$210,131	2025
2026	\$130,000	\$79,870	\$209,870	2026
2027	\$135,000	\$72,454	\$207,454	2027
2028	\$145,000	\$64,824	\$209,824	2028
2029	\$155,000	\$56,649	\$211,649	2029
2030	\$160,000	\$47,945	\$207,945	2030
2031	\$170,000	\$38,663	\$208,663	2031
2032	\$180,000	\$28,685	\$208,685	2032
2033	\$190,000	\$17,905	\$207,905	2033
2034	\$205,000	\$6,150	\$211,150	2034
	\$1,550,000	\$543,275	\$2,093,275	

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**City of Neenah
2024 Budget
Capital Projects Fund Summary
Council Adopted**

Streets, Pedestrian Routes, Traffic Signals

Expenditures	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
Street Projects	\$ 4,639,500	\$ 3,889,500	\$ 3,889,500	\$ (750,000)
Pedestrian Routes	384,000	384,000	384,000	-
Traffic Control	150,000	150,000	150,000	-
Total Expenditures	\$ 5,173,500	\$ 4,423,500	\$ 4,423,500	\$ (750,000)

Funding Sources	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
General Obligation Borrowing-Gen. Tax Supported	\$ 5,076,500	\$ 3,976,500	\$ 3,831,500	\$ (1,245,000)
Use of Reserves	97,000	447,000	592,000	495,000
Total Funding Sources	\$ 5,173,500	\$ 4,423,500	\$ 4,423,500	\$ (750,000)

Tax Incremental Financing

Expenditures	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
TIF #9 Original (US Hwy. 41 Industrial)	23,500	23,500	23,500	\$ -
TIF #10 Original (Near Downtown District)	1,510,000	1,510,000	1,510,000	-
TIF #11 Original (Pendleton Development Area)	18,500	18,500	18,500	-
TIF #12 - Bridgewood Development Area	763,500	763,500	763,500	-
TIF #13 - Industrial Park Expansion Area	15,000	15,000	15,000	-
Total Expenditures	\$ 2,330,500	\$ 2,330,500	\$ 2,330,500	\$ -

Funding Sources	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
General Obligation Borrowing-TIF #9	23,500	23,500	23,500	\$ -
General Obligation Borrowing-TIF #10	10,000	10,000	10,000	-
General Obligation Borrowing-TIF #11	18,500	18,500	18,500	-
General Obligation Borrowing-TIF #12	763,500	763,500	763,500	-
General Obligation Borrowing-TIF #13	15,000	15,000	15,000	-
Total G.O. Borrowing	830,500	830,500	830,500	-
Taxable Borrowing for TIF #10	1,500,000	1,500,000	1,500,000	-
Total Funding Sources	\$ 2,330,500	\$ 2,330,500	\$ 2,330,500	\$ -

Redevelopment (Non-TIF)

Expenditures	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
Redevelopment (Non-TIF) Projects	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
Total Expenditures	\$ 50,000	\$ 50,000	\$ 50,000	\$ -

Funding Sources	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
General Obligation Borrowing-Gen. Tax Supported	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
Total Funding Sources	\$ 50,000	\$ 50,000	\$ 50,000	\$ -

City of Neenah
2024 Budget
Capital Projects Fund Summary
Council Adopted (Continued)

Facilities

Expenditures	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
Administration Building	\$ 150,000	\$ 150,000	\$ 150,000	\$ -
Police	367,700	182,700	182,700	(185,000)
Fire (100%)	705,000	555,000	555,000	(150,000)
Public Works	291,000	251,000	251,000	(40,000)
Parking Facilities	108,000	108,000	108,000	-
Bergstrom-Mahler Museum	35,000	35,000	25,000	(10,000)
Library	250,000	250,000	250,000	-
Parks & Recreation	680,000	680,000	680,000	-
Arrowhead	1,260,000	700,000	700,000	(560,000)
Total Expenditures	\$ 3,846,700	\$ 2,911,700	\$ 2,901,700	\$ (945,000)

Funding Sources	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
General Obligation Borrowing-Gen. Tax Supported	\$ 3,786,700	\$ 2,151,700	\$ 2,141,700	\$ (1,645,000)
Grant Funding	60,000	60,000	60,000	-
ARPA Funding	-	700,000	700,000	700,000
Total Funding Sources	\$ 3,846,700	\$ 2,911,700	\$ 2,901,700	\$ (945,000)

Capital Equipment

Expenditures	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
Information Systems	\$ 484,480	\$ 399,480	\$ 399,480	\$ (85,000)
Police	771,930	771,930	771,930	-
Fire/Rescue (60.37% of Consolidated Department)	24,150	24,150	24,150	-
Public Works	1,415,000	1,415,000	1,415,000	-
Library	50,000	50,000	50,000	-
Parks and Recreation	105,000	105,000	105,000	-
Total Expenditures	\$ 2,850,560	\$ 2,765,560	\$ 2,765,560	\$ (85,000)

Funding Sources	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
General Obligation Borrowing-Gen. Tax	\$ 2,850,560	\$ 2,765,560	\$ 2,715,560	\$ (135,000)
Use of Library Trust Fund	-	-	50,000	50,000
Total Funding Sources	\$ 2,850,560	\$ 2,765,560	\$ 2,765,560	\$ (85,000)

Utilities - Sanitary Sewer and Storm Water

Expenditures	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
Sanitary Sewer Projects	\$ 3,407,500	\$ 3,187,500	\$ 3,187,500	\$ (220,000)
Storm Water Projects	1,210,000	1,110,000	1,110,000	(100,000)
Total Expenditures	\$ 4,617,500	\$ 4,297,500	\$ 4,297,500	\$ (320,000)

Funding Sources	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
General Obligation Borrowing-San. Sewer Supported	\$ 3,407,500	\$ 2,837,500	\$ 2,837,500	\$ (570,000)
Use of Reserves-Sanitary Sewer	-	350,000	350,000	350,000
General Obligation Borrowing-Storm Water Supported	1,210,000	1,110,000	1,110,000	(100,000)
Use of Reserves-Storm Water	-	-	-	-
Total Funding Sources	\$ 4,617,500	\$ 4,297,500	\$ 4,297,500	\$ (320,000)

**City of Neenah
2024 Budget
Capital Projects Fund Summary
Council Adopted (Continued)**

EXPENDITURE SUMMARY

Expenditures	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
Streets, Pedestrian Routes, Traffic Control	\$ 5,173,500	\$ 4,423,500	\$ 4,423,500	\$ (750,000)
Tax Incremental Financing	2,330,500	2,330,500	2,330,500	-
Redevelopment (Non-TIF)	50,000	50,000	50,000	-
Facilities	3,846,700	2,911,700	2,901,700	(945,000)
Capital Equipment	2,850,560	2,765,560	2,765,560	(85,000)
Utilities - Sanitary and Storm Sewer	4,617,500	4,297,500	4,297,500	(320,000)
Total Expenditures	\$ 18,868,760	\$ 16,778,760	\$ 16,768,760	\$ (2,100,000)

FUNDING SOURCES SUMMARY

Funding Sources	Dept. Request	Mayor Proposed	Council Adopted	Total Reductions Council Adopted
General Obligation Borrowing				
General Obligation Borrowing-TIF Supported	\$ 830,500	\$ 830,500	\$ 830,500	\$ -
General Obligation Borrowing-San. Sewer Supported	3,407,500	2,837,500	2,837,500	(570,000)
General Obligation Borrowing-Storm Utility Supported	1,210,000	1,110,000	1,110,000	(100,000)
General Obligation Borrowing-Gen. Tax	11,763,760	8,943,760	8,738,760	(3,025,000)
General Obligation Borrowing-Total	17,211,760	13,721,760	13,516,760	(3,695,000)
Taxable Borrowing for TID #10	1,500,000	1,500,000	1,500,000	-
Grant Funding	60,000	60,000	60,000	-
ARPA Funding	-	700,000	700,000	700,000
Use of Reserves - Streets, Pedestrian Routes, Traffic Control	97,000	447,000	592,000	495,000
Use of Library Trust Fund	-	-	50,000	50,000
Use of Reserves-Sanitary Sewer	-	350,000	350,000	350,000
Total Funding Sources	\$ 18,868,760	\$ 16,778,760	\$ 16,768,760	\$ (2,100,000)

Bank Qualified Limit	10,000,000	10,000,000	10,000,000
Bank Qual. Limit Less Proposed Borrowing	(\$7,211,760)	(\$3,721,760)	(\$3,516,760)

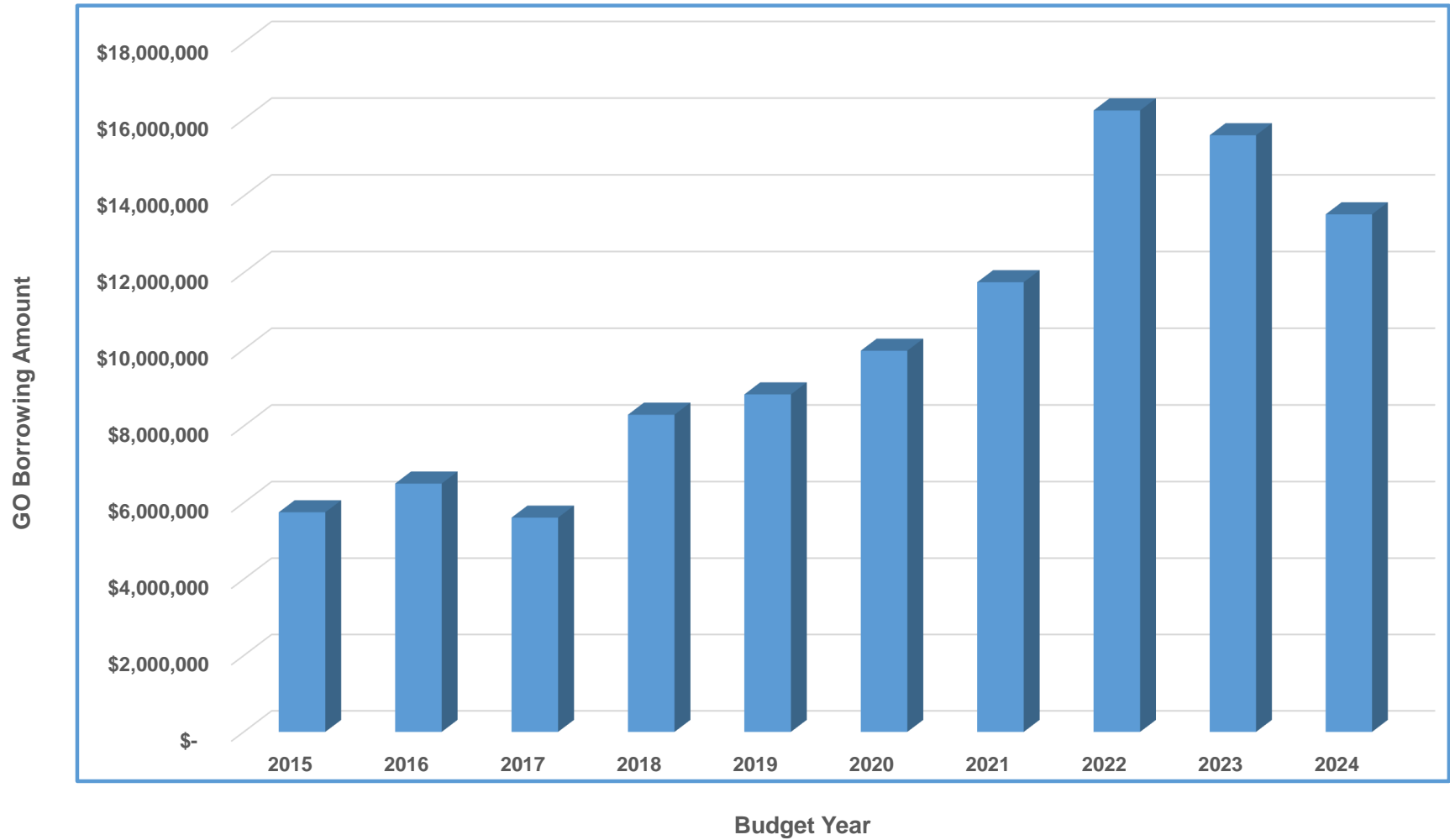
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<p align="center">City of Neenah</p> <p align="center">Annual General Obligation Capital Borrowing</p> <p align="center">Budget Years 2015 - 2024</p>
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<u>Year</u>	<u>Capital Borrowing</u>	<u>\$ Change</u>	<u>% Change</u>
2015	\$ 5,750,000	N/A	N/A
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	15,582,630	(647,370)	-3.99%
2024 (estimate)	13,520,000	(2,062,630)	-13.24%
10 Year Average	\$ 10,202,676	\$ 863,333	11.70%

* Excludes Storm Water Revenue Bonds and CDA Lease Revenue Bonds

City of Neenah
Annual General Obligation (GO) Capital Borrowing
Budget Years 2015 - 2024



<p style="text-align: center;">City of Neenah 2024 Budget Capital Projects Fund Program Summarized Council Adopted</p>

Budgeted Funding Sources

General Obligation Borrowing Proceeds	\$ 13,516,760
Taxable Borrowing for TIF #10	1,500,000
Grant Funding	60,000
ARPA Funding	700,000
Use of Library Trust Funds	50,000
Use of Reserves - Streets, Pedestrian Routes, Traffic Control	592,000
Use of Reserves-Sanitary Sewer	350,000
<i>Total Funding Sources</i>	<u>\$ 16,768,760</u>

Budgeted Expenditures

Streets	\$ 3,889,500	
Pedestrian Routes	384,000	
Traffic Control	<u>150,000</u>	
<i>Total Streets, Pedestrian Routes and Traffic Control</i>		\$ 4,423,500
TIF #9 Original (US Hwy. 41 Industrial)	23,500	
TIF #10 Original (Near Downtown District)	1,510,000	
TIF #11 Original (Pendleton Development Area)	18,500	
TIF #12 - Bridgewood Development Area	763,500	
TIF #13 - Industrial Park Expansion Area	<u>15,000</u>	
<i>Total TIF's</i>		2,330,500
Redevelopment (Non-TIF)		50,000
Public Facilities		2,901,700
Capital Equipment		2,765,560
Utility- Sanitary Sewer Projects		3,187,500
Utility- Storm Water Projects		<u>1,110,000</u>
<i>Total Expenditures</i>		<u>\$ 16,768,760</u>

<p style="text-align: center;">City of Neenah 2024 Streets, Pedestrian Routes and Traffic Control Program Capital Summarized Council Adopted</p>
--

Budgeted Funding Sources

General Obligation Borrowing Proceeds	\$ 3,831,500
Use of Reserves - Streets, Pedestrian Routes, Traffic Control	592,000
<i>Total Funding Sources</i>	<u>\$ 4,423,500</u>

Budgeted Expenditures

Major Streets	\$ 450,000
Street Upgrades - City Initiated	3,154,500
Street Upgrades - Citizen Petitioned	-
Subdivision Streets Under Improvement Contracts	-
Pavement Repair (Streets and Bridges)	285,000
Pedestrian Routes	384,000
Traffic Control	150,000
<i>Total Streets, Pedestrian Routes and Traffic Control</i>	
<i>Total Expenditures</i>	<u>\$ 4,423,500</u>

**CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Public Infrastructure Fund
Program: Capital Program Funds	Submitted by: Vicky K. Rasmussen

2024 Adopted Budget

The Public Infrastructure Fund accounts for all capital improvement of public streets, bridges, pedestrian routes and traffic control.

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
Fund Balance (Deficit), January 1	\$ 3,822,354	\$ 3,889,628	\$ 3,889,628	\$ 3,277,420
Revenues				
Intergovernmental	705,585	-	350,000	-
Miscellaneous	125,392	-	57,700	-
Debt Issuance	3,075,000	6,504,500	6,504,500	3,831,500
Transfers In	-	-	-	-
Total Revenues	3,905,977	6,504,500	6,912,200	3,831,500
Expenditures				
Capital Outlay - Current Budget	3,838,703	6,504,500	6,912,200	4,423,500
Transfers Out	-	-	-	-
Total Expenditures	3,838,703	6,504,500	6,912,200	4,423,500
Excess Revenues Over (Under) Expenditures	67,274	-	-	(592,000)
Fund Balance (Deficit), December 31 (Before Carry Forwards)	\$ 3,889,628	\$ 3,889,628	\$ 3,889,628	\$ 2,685,420
Capital Outlay - Carry Forwards	612,208	612,208	612,208	-
Fund Balance (Deficit), December 31 (After Carry Forwards)	\$ 3,277,420	\$ 3,277,420	\$ 3,277,420	\$ 2,685,420

Public Infrastructure Carry Forwards to 2023 from Adopted CIP			
Project Description	Department Request	Mayor Proposed	Council Adopted
S. Commercial St. Design - 2022 (Streets)	\$ 110,391	\$ 110,391	\$ 110,391
Industrial Dr. - 2017 (Streets)	130,408	130,408	130,408
Pavement Markings - 2022 (Streets)	50,000	50,000	50,000
Undesignated New Subdivisions - 2021, 2022 (Streets)	100,000	100,000	100,000
Undesignated Street Repair - 2022 (Streets)	65,363	65,363	65,363
Undesignated Sidewalk Repair - 2021, 2022 (Sidewalks)	84,621	84,621	84,621
North Park Ave. - 2022 (Sidewalks)	25,000	25,000	25,000
Traffic Signal Interconnect - 2020 (Traffic Control)	11,728	11,728	11,728
Traffic Signal Cabinet Upgrades - 2020 (Traffic Control)	6,265	6,265	6,265
Commercial/Bell Traffic Signal - 2022 (Traffic Control)	28,432	28,432	28,432
Total Carry Forwards to 2023	\$ 612,208	\$ 612,208	\$ 612,208

CITY OF NEENAH

2024 CAPITAL PROJECTS BUDGET

DETAIL PROJECT SCHEDULE - STREETS, PEDESTRIAN ROUTES AND TRAFFIC CONTROL

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<p><u>2024 STREETS, PEDESTRIAN ROUTES AND TRAFFIC CONTROL</u></p> <p><u>STREETS</u></p> <p><u>Major Streets</u></p> <p>1. S. Commercial Street (Stanley - Winneconne) / 8,135 ft. (4,5) Year three 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.</p> <p>2. S. Commercial Street (Stanley - Winneconne) / 8,135 ft. (4,5) Real estate acquisition. Costs for fee simple and easement purchases.</p> <p>3. 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 reconstruction and reduce vehicle merge conflicts. Request is for construction.</p>	<p>\$ 100,000</p> <p>150,000</p> <p>200,000</p>	<p>\$ 100,000</p> <p>150,000</p> <p>200,000</p>	<p>\$ 100,000</p> <p>150,000</p> <p>200,000</p>
Total 2024 Major Streets	\$ 450,000	\$ 450,000	\$ 450,000

CITY OF NEENAH

2024 CAPITAL PROJECTS BUDGET

DETAIL PROJECT SCHEDULE - STREETS, PEDESTRIAN ROUTES AND TRAFFIC CONTROL

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>Street Upgrades - City Initiated</u>			
1. Quarry Lane (Higgins - Reed) / 1,950 ft. (3) Reconstruct. Coordinate with utility construction.	\$ 500,000	\$ 500,000	\$ 500,000
2. Doty Avenue (Commercial - Oak) / 1,161 ft. (5) Reconstruct. Coordinate with utility construction. Concrete construction.	410,000	410,000	410,000
3. Doty Avenue (Oak - Pine) / 1,478 ft. (4) Resurface. Coordinate with utility construction.	244,000	244,000	244,000
4. Stevens Street (Winnebago Heights - Laudan) / 600 ft. (2) Reconstruct. Coordinate with utility construction.	168,000	168,000	168,000
5. Stevens Street (Laudan - Belmont) / 845 ft. (4) Resurface. Coordinate with utility construction.	140,000	140,000	140,000
6. Cedar Street (Doty - Winnebago Heights) / 2,300 ft. (4) Reconstruct. Coordinate with utility construction.	644,000	644,000	644,000
7. Belmont Avenue (Belmont Ct - Cedar) / 350 ft. (4) Reconstruct. Coordinate with utility construction.	98,000	98,000	98,000
8. Belmont Avenue (Stevens - Belmont Ct) / 370 ft. (4) Resurface. Coordinate with utility construction.	52,000	52,000	52,000
9. Belmont Court (Belmont Av - terminus) / 600 ft. (4) Reconstruct. Coordinate with utility construction.	180,000	180,000	180,000
10. North Street (Green Bay - Western) / 1,268 ft. (3) Resurface. Joint project with Fox Crossing. Coordinate with utility construction.	209,000	209,000	209,000
11. Bayview Road (500' S of Park - 1300 ft S of Park)/800 ft. Resurface. Repair area of failed pavement.	250,000	250,000	250,000
12. Engineering/Administrative costs related to CIP projects. Transfer to City's General Fund.	162,500	162,500	162,500
13. Reed Street (Haylett - Cecil) / 450 ft (3) Resurface. Coordinate with utility construction.	97,000	97,000	97,000
<i>Total 2024 Street Upgrades - City Initiated</i>	\$ 3,154,500	\$ 3,154,500	\$ 3,154,500
<u>Subdivision Streets Under Improvement Contracts</u>			
1. Undesignated new subdivision/2,000 ft. - 2" bituminous surface.	\$ 50,000	\$ -	\$ -
<i>Total 2024 Subdivision Streets Under Improvement Contracts</i>	\$ 50,000	\$ -	\$ -

CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - STREETS, PEDESTRIAN ROUTES AND TRAFFIC CONTROL

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>General Street / Bridge Repair</u>			
1. Undesignated concrete and asphalt pavement repair.	\$ 200,000	\$ 200,000	\$ 200,000
2. Annual pavement markings.	55,000	55,000	55,000
3. Tullar Road pavement markings.	30,000	30,000	30,000
4. Oak Street bridge painting and lighting	700,000	-	-
<i>Total 2024 General Street / Bridge Repair</i>	\$ 985,000	\$ 285,000	\$ 285,000
<i>TOTAL 2024 STREETS</i>	\$ 4,639,500	\$ 3,889,500	\$ 3,889,500
<u>PEDESTRIAN ROUTES</u>			
<u>New Pedestrian Routes</u>			
1. Plummer Court (Green Bay - Adams)/Sidewalk on both sides. 1,600 feet of sidewalk. Sidewalk criteria score 503.	\$ 64,000	\$ 64,000	\$ 64,000
2. Baldwin Street (Cecil - Winneconne)/Sidewalk on both sides. 4,300 feet of sidewalk. Sidewalk criteria score 468.	170,000	170,000	170,000
<i>Total 2024 New Pedestrian Routes</i>	\$ 234,000	\$ 234,000	\$ 234,000
<u>Pedestrian Routes Replacement / Repair</u>			
1. Undesignated.	\$ 150,000	\$ 150,000	\$ 150,000
<i>Total 2024 Pedestrian Routes Replacement / Repair</i>	\$ 150,000	\$ 150,000	\$ 150,000
<i>TOTAL 2024 PEDESTRIAN ROUTES</i>	\$ 384,000	\$ 384,000	\$ 384,000

CITY OF NEENAH

2024 CAPITAL PROJECTS BUDGET

DETAIL PROJECT SCHEDULE - STREETS, PEDESTRIAN ROUTES AND TRAFFIC CONTROL

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>TRAFFIC CONTROL</u>			
1. Commercial/Nicolet. Vehicle Detection Replacement.	\$ 25,000	\$ 25,000	\$ 25,000
2. Nicolet/Third. Traffic Signal Upgrade.	20,000	20,000	20,000
3. Wisconsin/Church. Reconstruct radius at northwest corner. Modify radius, striping and traffic signals to accommodate a pedestrian crossing on the west leg of the intersection.	105,000	105,000	105,000
<i>TOTAL 2024 TRAFFIC CONTROL</i>	\$ 150,000	\$ 150,000	\$ 150,000
TOTAL 2024 STREETS, PEDESTRIAN ROUTES AND TRAFFIC CONTROL	\$ 5,173,500	\$ 4,423,500	\$ 4,423,500

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<p style="text-align: center;">City of Neenah 2024 Budget Tax Incremental Financing Districts (TIF) Capital Summarized Council Adopted</p>
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Budgeted Funding Sources

General Obligation Borrowing Proceeds	\$ 830,500
Taxable Borrowing for TIF #10	1,500,000
<i>Total Funding Sources</i>	<u>\$ 2,330,500</u>

Budgeted Expenditures

TIF #9 Original (US Hwy. 41 Industrial)	\$ 23,500
TIF #10 Original (Near Downtown District)	1,510,000
TIF #11 Original (Pendleton Development Area)	18,500
TIF #12 - Bridgewood Development Area	763,500
TIF #13 - Industrial Park Expansion Area	15,000
<i>Total Expenditures</i>	<u>\$ 2,330,500</u>

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0 500 1,000 Feet

**CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: TIF #7 Fund
Program: Capital Program Funds	Submitted by: Vicky K. Rasmussen/Chris Haese

Tax Incremental Financing District (TIF) #7 Fund (Westside Business Corridor)
2024 Adopted Budget

The Tax Incremental Financing (TIF) District #7 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #7.

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

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
<u>TIF #7</u>				
Fund Balance (Deficit), January 1	\$ 783,299	\$ 29,547	\$ 29,547	\$ 29,547
<u>Revenues</u>				
Intergovernmental	-	-	-	-
Miscellaneous	525,000	-	-	-
Debt Issuance	35,000	-	-	-
Transfers In	-	-	-	-
Total Revenues	560,000	-	-	-
<u>Expenditures</u>				
Capital Outlay - Current Budget	1,313,752	-	-	-
Transfers Out	-	-	-	-
Total Expenditures	1,313,752	-	-	-
Excess Revenues Over (Under) Expenditures	(753,752)	-	-	-
Fund Balance (Deficit), December 31 (Before Carry Forwards)	\$ 29,547	\$ 29,547	\$ 29,547	\$ 29,547
Capital Outlay - Carry Forwards	-	-	-	-
Fund Balance (Deficit), December 31 (After Carry Forwards)	\$ 29,547	\$ 29,547	\$ 29,547	\$ 29,547

TIF #7 Carry Forwards to 2023 from Adopted CIP			
Project Description	Department Request	Mayor Proposed	Council Adopted
None			
Total Carry Forwards to 2023	\$ -	\$ -	\$ -

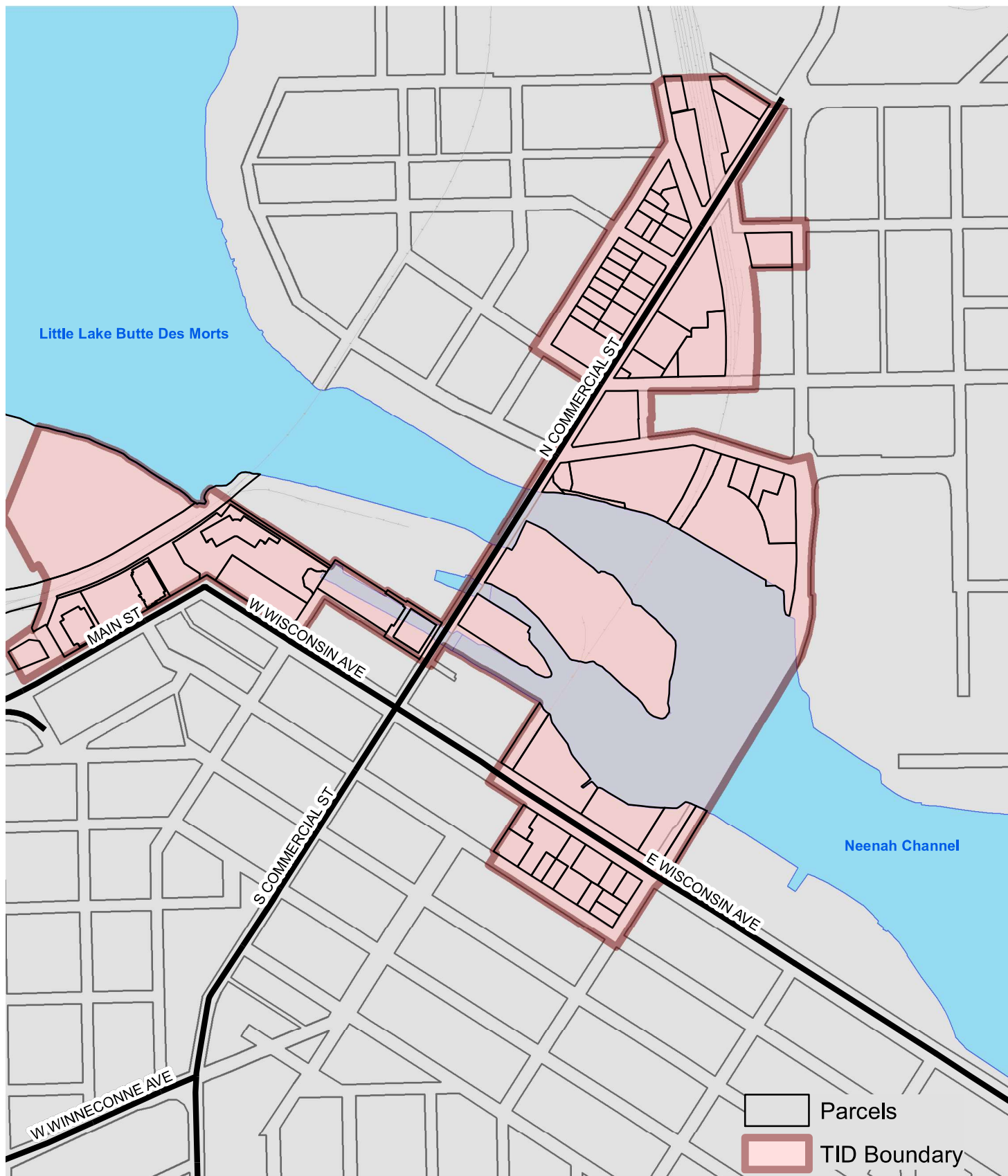


Figure 1
Tax Incremental District #8
Boundary Map



**CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: TIF #8 Fund
Program: Capital Program Funds	Submitted by: Vicky K. Rasmussen/Chris Haese

Tax Incremental Financing District (TIF) #8 Fund (Downtown/Doty Island Redevelopment)
2024 Adopted Budget

The Tax Incremental Financing (TIF) District #8 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #8.

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

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
<u>TIF #8</u>				
Fund Balance (Deficit), January 1	\$ 2,587,768	\$ 2,199,750	\$ 2,199,750	\$ 1,840,622
<u>Revenues</u>				
Intergovernmental	250,000	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	10,000	16,250	15,000	-
Refunding Bonds Issued	10,055,000	-	-	-
Transfers In	170,000	115,000	115,000	-
Total Revenues	10,485,000	131,250	130,000	-
<u>Expenditures</u>				
Capital Outlay - Current Budget	340,905	16,250	15,000	-
Payment to Fiscal Agent for Advance Refunding	10,532,113	-	-	-
Transfers Out	-	-	-	-
Total Expenditures	10,873,018	16,250	15,000	-
Excess Revenues Over (Under) Expenditures	(388,018)	115,000	115,000	-
Fund Balance (Deficit), December 31 (Before Carry Forwards)	\$ 2,199,750	\$ 2,314,750	\$ 2,314,750	\$ 1,840,622
Capital Outlay - Carry Forwards	474,128	474,128	474,128	-
Fund Balance (Deficit), December 31 (After Carry Forwards)	\$ 1,725,622	\$ 1,840,622	\$ 1,840,622	\$ 1,840,622

TIF #8 Carry Forwards to 2023 from Adopted CIP			
Project Description	Department Request	Mayor Proposed	Council Adopted
Arrowhead Park - 2013	\$ 204,128	\$ 204,128	\$ 204,128
Downtown Parking - Multiple Year	270,000	270,000	270,000
Total Carry Forwards to 2023	\$ 474,128	\$ 474,128	\$ 474,128

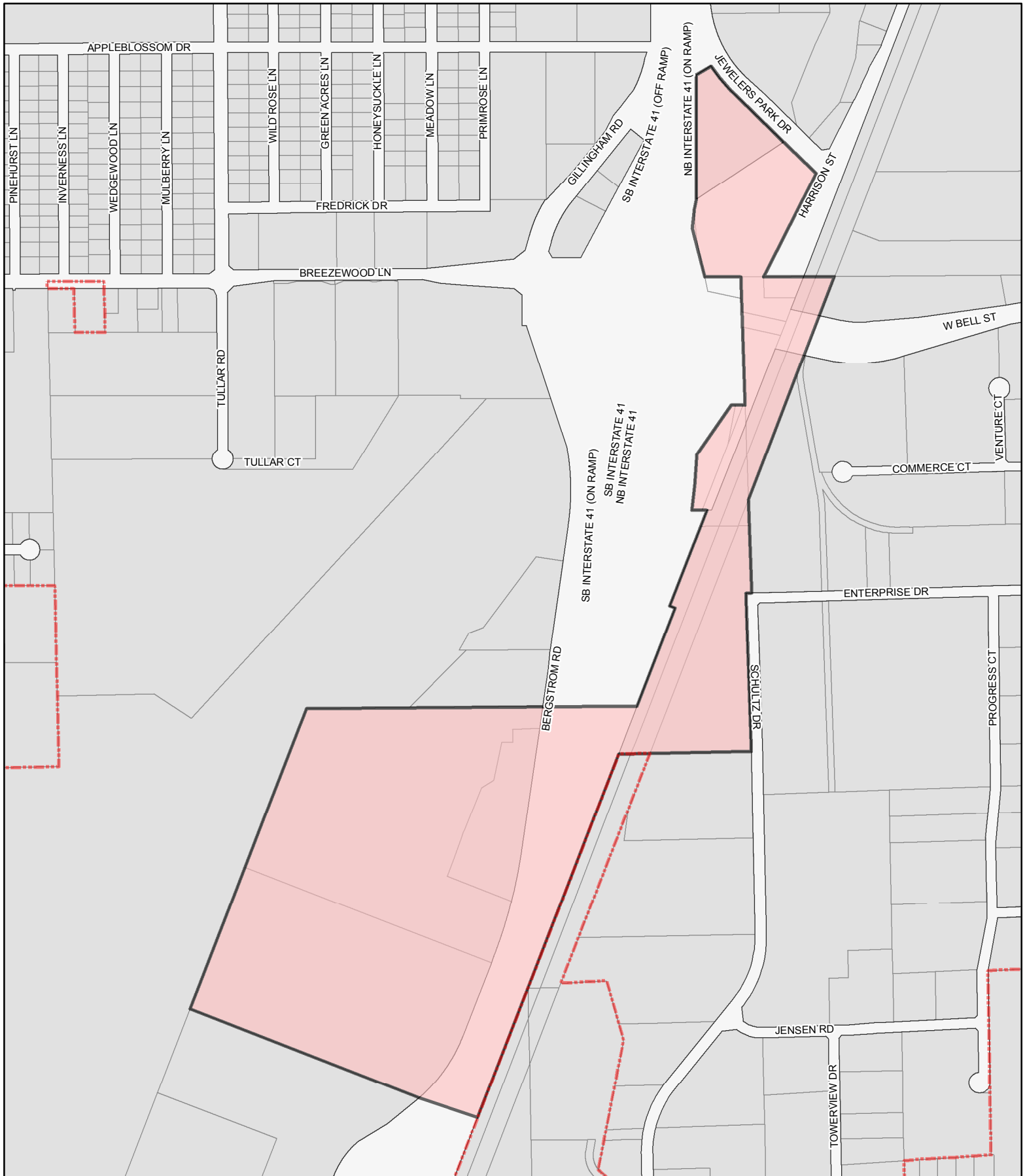


FIGURE 1
Tax Increment Financing District #9
Boundary Map

1 inch = 718 feet

**CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: TIF #9 Fund
Program: Capital Program Funds	Submitted by: Vicky K. Rasmussen/Chris Haese

**Tax Incremental Financing District (TIF) #9 Fund (US Hwy 41 Industrial Corridor)
2024 Adopted Budget**

The Tax Incremental Financing (TIF) District #9 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #9.

Description: The area within TID #9 includes an industrial corridor west of Interstate 41 between 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
Amendment #3: 11/02/2023

Max Exp. Date: 03/18/2037

Max Close Date: 03/18/2042

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
<u>TIF #9</u>				
Fund Balance (Deficit), January 1	\$ 678,320	\$ 636,137	\$ 636,137	\$ 636,137
<u>Revenues</u>				
Intergovernmental	-	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	15,000	33,740	35,000	23,500
Transfers In	-	-	-	-
Total Revenues	15,000	33,740	35,000	23,500
<u>Expenditures</u>				
Capital Outlay - Current Budget	57,183	61,250	35,000	23,500
Transfers Out	-	-	-	-
Total Expenditures	57,183	61,250	35,000	23,500
Excess Revenues Over (Under) Expenditures	(42,183)	(27,510)	-	-
Fund Balance (Deficit), December 31 (Before Carry Forwards)	\$ 636,137	\$ 608,627	\$ 636,137	\$ 636,137
Capital Outlay - Carry Forwards	-	-	-	-
Fund Balance (Deficit), December 31 (After Carry Forwards)	\$ 636,137	\$ 608,627	\$ 636,137	* \$ 636,137

Note: Fund Balance amount includes \$326,550 for land held for resale.

TIF #9 Carry Forwards to 2023 from Adopted CIP			
Project Description	Department Request	Mayor Proposed	Council Adopted
None			
Total Carry Forwards to 2023	\$ -	\$ -	\$ -

CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - TAX INCREMENTAL FINANCING DISTRICT (TIF) #9

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>TIF #9 - US Highway 41 Industrial Corridor District</u> <i>Project expenditures can be made through 3/18/2037.</i>			
1. Planning/marketing/project support	\$ 15,000	\$ 15,000	\$ 15,000
2. Fox Cities Regional Partnership	8,500	8,500	8,500
<i>Total 2024 TIF #9 - US Highway 41 Industrial Corridor District</i>	\$ 23,500	\$ 23,500	\$ 23,500

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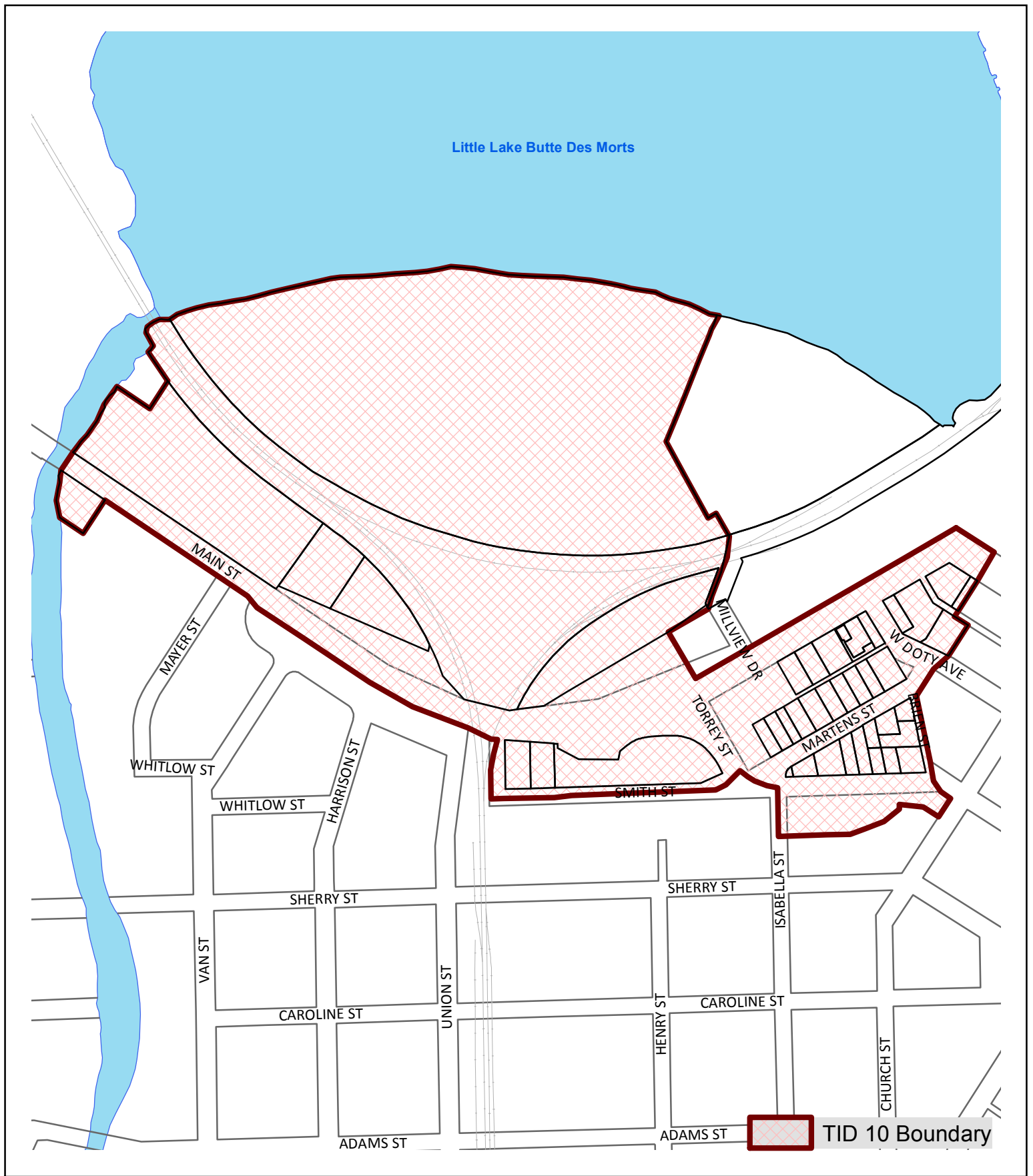
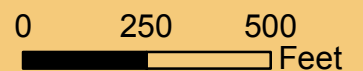
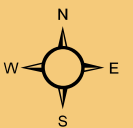


Figure 1
Tax Increment District #10
Boundary Map



**CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: TIF #10 Fund
Program: Capital Program Funds	Submitted by: Vicky K. Rasmussen/Chris Haese

**Tax Incremental Financing District (TIF) #10 Fund (Near Downtown District)
2024 Adopted Budget**

The Tax Incremental Financing (TIF) District #10 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #10.

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

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
<u>TIF #10</u>				
Fund Balance (Deficit), January 1	\$ 1,124,046	\$ 1,142,445	\$ 1,142,445	\$ 28,585
<u>Revenues</u>				
Intergovernmental	-	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	210,000	16,250	15,000	1,510,000
Transfers In	-	-	50,000	-
Total Revenues	210,000	16,250	65,000	1,510,000
<u>Expenditures</u>				
Capital Outlay - Current Budget	191,601	16,250	15,000	1,510,000
Transfers Out	-	-	-	-
Total Expenditures	191,601	16,250	15,000	1,510,000
Excess Revenues Over (Under) Expenditures	18,399	-	50,000	-
Fund Balance (Deficit), December 31 (Before Carry Forwards)	\$ 1,142,445	\$ 1,142,445	\$ 1,192,445	\$ 28,585
Capital Outlay - Carry Forwards	1,163,860	1,163,860	1,163,860	-
Fund Balance (Deficit), December 31 (After Carry Forwards)	\$ (21,415)	\$ (21,415)	\$ 28,585	\$ 28,585

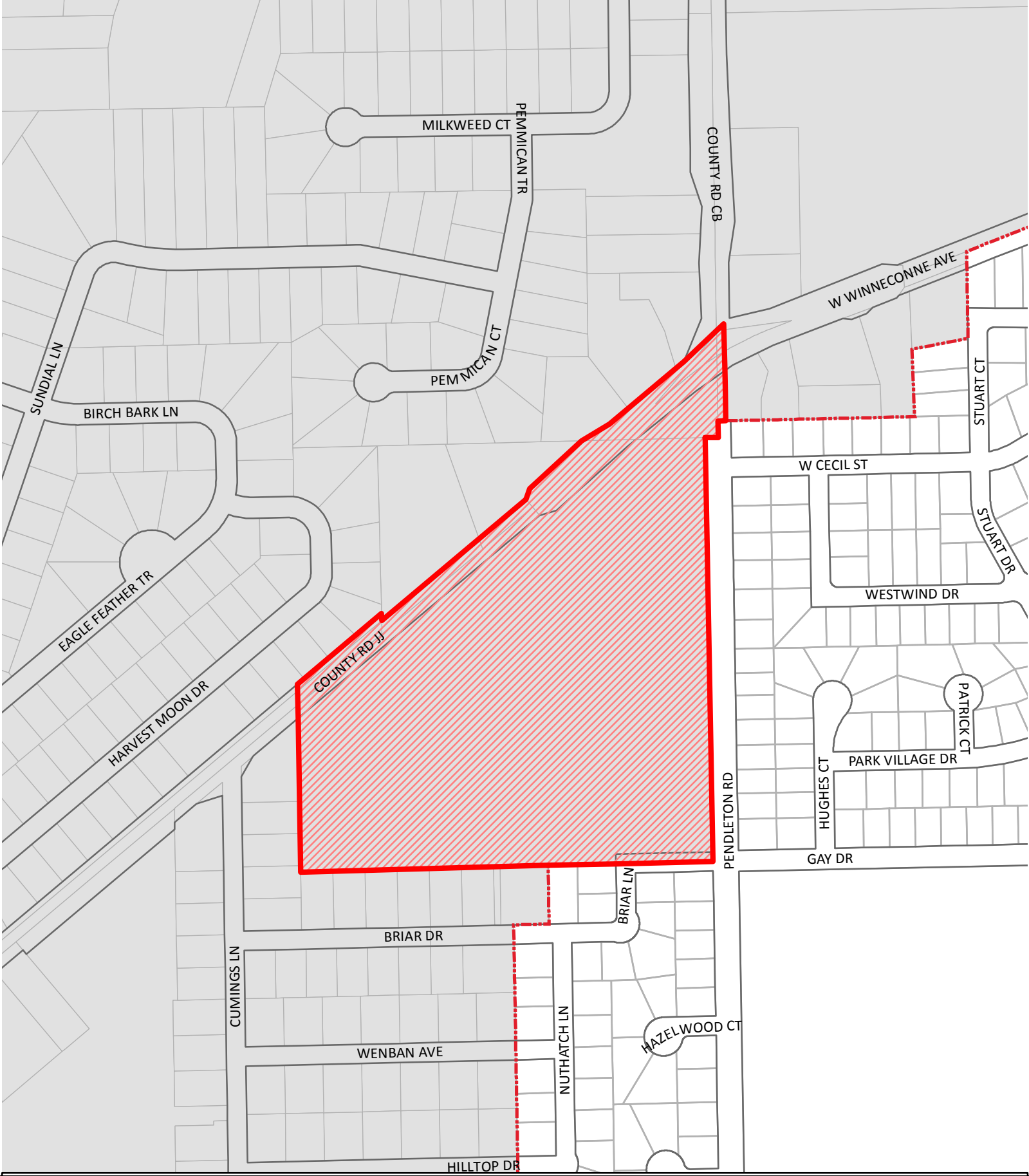
TIF #10 Carry Forwards to 2023 from Adopted CIP			
Project Description	Department Request	Mayor Proposed	Council Adopted
Land Assemblage - 2019, 2021	\$ 405,860	\$ 405,860	\$ 405,860
Parking Ramp Design 2019 - 2022	700,000	700,000	700,000
Gateway Plaza - 2019	8,000	8,000	8,000
* Arrowhead Park Fiber - 2022	50,000	50,000	50,000
Total Carry Forwards to 2023	\$ 1,163,860	\$ 1,163,860	\$ 1,163,860

CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - TAX INCREMENTAL FINANCING DISTRICT (TIF) #10

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>TIF #10 - Near Downtown District</u> <i>Project expenditures can be made through 8/5/2037.</i>			
1. Planning/marketing/project support	\$ 10,000	\$ 10,000	\$ 10,000
2. Land Acquisitions *	1,500,000	1,500,000	1,500,000
<i>Total 2024 TIF #10 - Near Downtown District</i>	\$ 1,510,000	\$ 1,510,000	\$ 1,510,000

** To be funded with Taxable Borrowing*

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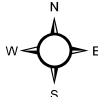
-  TID 11
-  City of Neenah
-  Town of Neenah

FIGURE 1
Tax Increment Financing District #11
TID Boundary Map

1 inch = 384 feet



CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
PROGRAM COMMENTS

Department/Office: Finance	Budget: TIF #11 Fund
Program: Capital Program Funds	Submitted by: Vicky K. Rasmussen/Chris Haese

Tax Incremental Financing District (TIF) #11 Fund (Near Downtown District)
2024 Adopted Budget

The Tax Incremental Financing (TIF) District #11 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #11.

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

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
<u>TIF #11</u>				
Fund Balance (Deficit), January 1	\$ 423,512	\$ (59,275)	\$ (59,275)	\$ 440,725
<u>Revenues</u>				
Intergovernmental	-	-	500,000	-
Miscellaneous	-	-	-	-
Debt Issuance	785,000	141,250	141,250	18,500
Transfers In	-	-	-	-
Total Revenues	785,000	141,250	641,250	18,500
<u>Expenditures</u>				
Capital Outlay - Current Budget	1,267,787	141,250	141,250	18,500
Transfers Out	-	-	-	-
Total Expenditures	1,267,787	141,250	141,250	18,500
Excess Revenues Over (Under) Expenditures	(482,787)	-	500,000	-
Fund Balance (Deficit), December 31 (Before Carry Forwards)	\$ (59,275)	\$ (59,275)	\$ 440,725	\$ 440,725
Capital Outlay - Carry Forwards	-	-	-	-
Fund Balance (Deficit), December 31 (After Carry Forwards)	\$ (59,275)	\$ (59,275)	\$ 440,725	\$ 440,725

TIF #11 Carry Forwards to 2023 from Adopted CIP			
Project Description	Department Request	Mayor Proposed	Council Adopted
None			
Total Carry Forwards to 2023	\$ -	\$ -	\$ -

CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - TAX INCREMENTAL FINANCING DISTRICT (TIF) #11

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>TIF #11 - Pendleton Development Area</u> <i>Project expenditures can be made through 2/1/2033.</i>			
1. Planning/marketing/project support	\$ 10,000	\$ 10,000	\$ 10,000
2. Fox Cities Regional Partnership	8,500	8,500	8,500
<i>Total 2024 TIF #11 - Pendleton Development Area</i>	\$ 18,500	\$ 18,500	\$ 18,500

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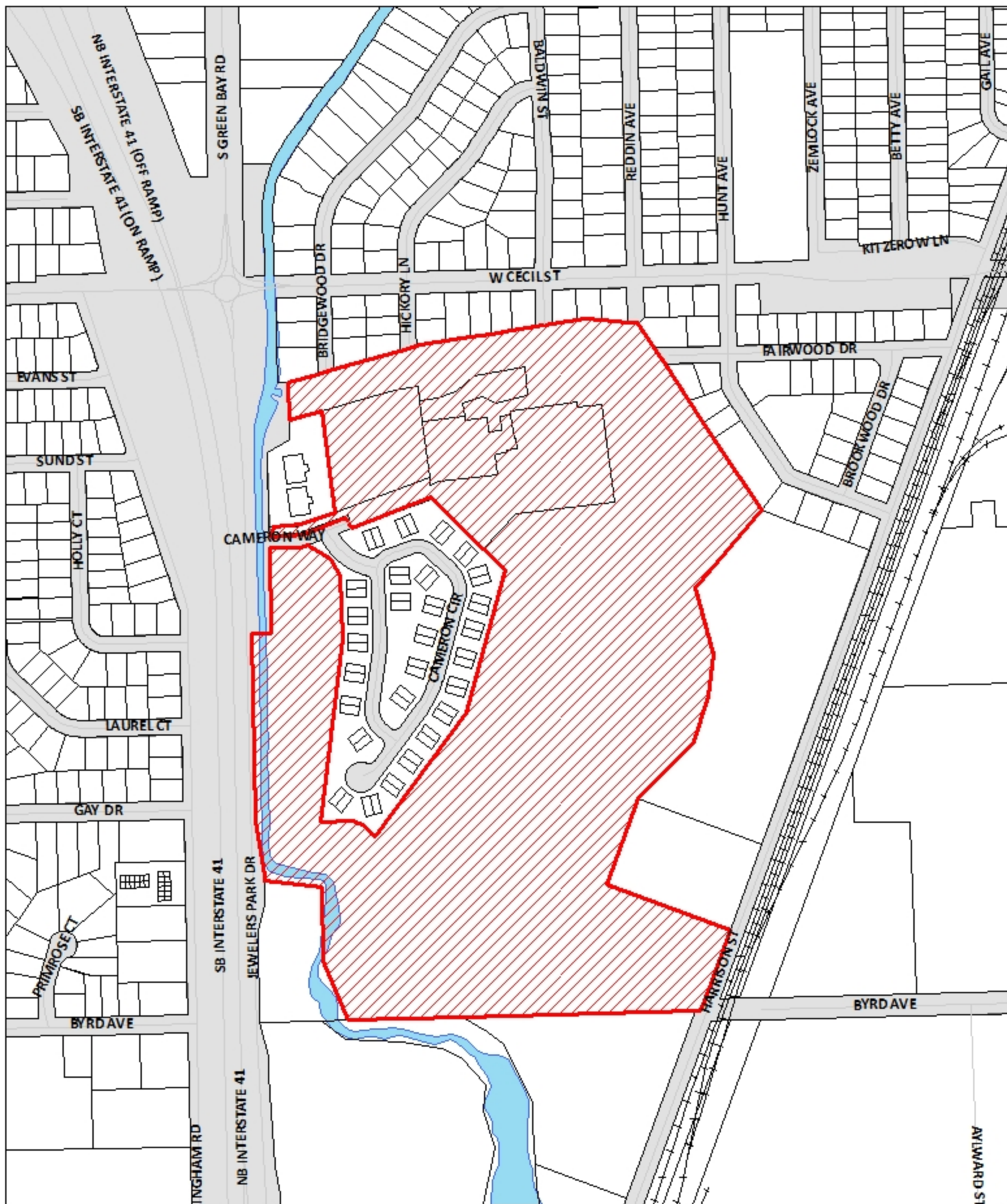


FIGURE 1
Tax Increment Financing District #12
TID Boundary Map

1 inch = 451 feet

**CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: TIF #12 Fund
Program: Capital Program Funds	Submitted by: Vicky K. Rasmussen/Chris Haese

Tax Incremental Financing District (TIF) #12 Fund (Near Downtown District)
2024 Adopted Budget

The Tax Incremental Financing (TIF) District #12 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #12.

Description: Tax Incremental District #12 is on overlay district characterized as a former golf course property in the interior of the City that is bound by low density residential development to the north and west, commercial development to the south and near its northern edge, and multifamily development to the east. The street network in the immediate area is in need of upgrading to improve access, traffic flow and safety. Pedestrian improvements are also warranted as is the installation of municipal infrastructure. The District consists of almost 69.33 acres of land currently zoned for mixed use development and is anticipated to redevelop primarily with a large multifamily redevelopment

Created:	08/03/2022
Amendment #1:	n/a
Max Exp. Date:	08/03/2027
Max Close Date:	08/03/2042

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
<u>TIF #12</u>				
Fund Balance (Deficit), January 1	\$ -	\$ (19,111)	\$ (19,111)	\$ (19,111)
<u>Revenues</u>				
Intergovernmental	-	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	-	865,000	865,000	763,500
Transfers In	-	-	-	-
Total Revenues	-	865,000	865,000	763,500
<u>Expenditures</u>				
Capital Outlay - Current Budget	19,111	865,000	865,000	763,500
Transfers Out	-	-	-	-
Total Expenditures	19,111	865,000	865,000	763,500
Excess Revenues Over (Under) Expenditures	(19,111)	-	-	-
Fund Balance (Deficit), December 31 (Before Carry Forwards)	\$ (19,111)	\$ (19,111)	\$ (19,111)	\$ (19,111)
Capital Outlay - Carry Forwards	-	-	-	-
Fund Balance (Deficit), December 31 (After Carry Forwards)	\$ (19,111)	\$ (19,111)	\$ (19,111)	\$ (19,111)

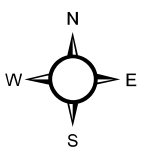
TIF #12 Carry Forwards to 2023 from Adopted CIP			
Project Description	Department Request	Mayor Proposed	Council Adopted
None			
Total Carry Forwards to 2023	\$ -	\$ -	\$ -

CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - TAX INCREMENTAL FINANCING DISTRICT (TIF) #12

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>TIF #12 - Bridgewood Development Area</u>			
1. Planning/marketing/project support	\$ 15,000	\$ 15,000	\$ 15,000
2. Fox Cities Economic Development Partnership	8,500	8,500	8,500
3. Jewelers Park Drive curb, gutter, & storm sewer	400,000	400,000	400,000
4. Jewelers Park Drive overlay	250,000	250,000	250,000
5. Jewelers Park Drive trail/launch parking	50,000	50,000	50,000
6. Sound barrier esthetic enhancements	25,000	25,000	25,000
7. Jewelers Park Drive landscaping enhancements	15,000	15,000	15,000
<i>Total 2024 TIF #12 - Bridgewood Development Area</i>	\$ 763,500	\$ 763,500	\$ 763,500

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FIGURE 1
Tax Increment Financing District #13
Tentative Boundary Map



**CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: TIF #13 Fund
Program: Capital Program Funds	Submitted by: Vicky K. Rasmussen/Chris Haese

Tax Incremental Financing District (TIF) #13 Fund (Industrial Park Expansion Area)
2024 Adopted Budget

The Tax Incremental Financing (TIF) District #13 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #13.

Description: The Tax Incremental Financing District #13 is planned for one of several locations within the City that are likely to experience redevelopment pressures beginning in 2024. All of these areas are likely to be in need of assistance to overcome existing obstacles to redevelopment. Anticipated project costs are likely to include land acquisition, design and engineering, utility and access improvements, and planning/project support.

Created: *To Be Created in 20.*
Amendment #1: n/a
Max Exp. Date: n/a
Max Close Date: n/a

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
<u>TIF #13</u>				
Fund Balance (Deficit), January 1	\$ -	\$ -	\$ -	\$ -
<u>Revenues</u>				
Intergovernmental	-	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	-	-	-	15,000
Transfers In	-	-	-	-
Total Revenues	-	-	-	15,000
<u>Expenditures</u>				
Capital Outlay - Current Budget	-	-	-	15,000
Transfers Out	-	-	-	-
Total Expenditures	-	-	-	15,000
Excess Revenues Over (Under) Expenditures	-	-	-	-
Fund Balance (Deficit), December 31 (Before Carry Forwards)	\$ -	\$ -	\$ -	\$ -
Capital Outlay - Carry Forwards	-	-	-	-
Fund Balance (Deficit), December 31 (After Carry Forwards)	\$ -	\$ -	\$ -	\$ -

TIF #13 Carry Forwards to 2023 from Adopted CIP			
Project Description	Department Request	Mayor Proposed	Council Adopted
None			
Total Carry Forwards to 2023	\$ -	\$ -	\$ -

CITY OF NEENAH

2024 CAPITAL PROJECTS BUDGET

DETAIL PROJECT SCHEDULE - TAX INCREMENTAL FINANCING DISTRICT (TIF) #13

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>TIF #13 - Industrial Park Expansion Area</u>			
1. Planning/marketing/project support	\$ 15,000	\$ 15,000	\$ 15,000
<i>Total 2024 TIF #13 - Industrial Park Expansion Area</i>	<i>\$ 15,000</i>	<i>\$ 15,000</i>	<i>\$ 15,000</i>

<p>City of Neenah 2024 Budget Redevelopment Fund Capital Summarized Council Adopted</p>

Budgeted Funding Sources

General Obligation Borrowing Proceeds	\$ 50,000
<i>Total Funding Sources</i>	<u>\$ 50,000</u>

Budgeted Expenditures

Redevelopment (Non-TIF)	50,000
<i>Total Expenditures</i>	<u>\$ 50,000</u>

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**CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Redevelopment Fund
Program: Capital Program Funds	Submitted by: Vicky K. Rasmussen/Chris Haese

2024 Adopted Budget

The Redevelopment Fund accounts for financing an construction of redevelopment planning and projects in non-TIF areas of the City, including serving as a clearing account for specific grant funded expenditures.

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
Fund Balance (Deficit), January 1	\$ 76,615	\$ 121,482	\$ 121,482	\$ -
<u>Revenues</u>				
Intergovernmental	-	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	50,000	50,000	50,000	50,000
Transfers In	-	-	-	-
Total Revenues	50,000	50,000	50,000	50,000
<u>Expenditures</u>				
Capital Outlay - Current Budget	5,133	50,000	50,000	50,000
Transfers Out	-	-	-	-
Total Expenditures	5,133	50,000	50,000	50,000
Excess Revenues Over (Under) Expenditures	44,867	-	-	-
Fund Balance (Deficit), December 31 (Before Grant Reconciliation)	\$ 121,482	\$ 121,482	\$ 121,482	\$ -
Grant Reconciliation	121,482	121,482	121,482	-
Fund Balance (Deficit), December 31 (After Grant Reconciliation)	\$ -	\$ -	\$ -	\$ -

Redevelopment Fund Carry Forwards to 2023 from Adopted CIP			
Project Description	Department Request	Mayor Proposed	Council Adopted
Redevelopment Planning & Projects 2020 - 2022	\$ 121,482	\$ 121,482	\$ 121,482
Total Carry Forwards to 2023	\$ 121,482	\$ 121,482	\$ 121,482

<p style="text-align: center;">CITY OF NEENAH 2024 CAPITAL PROJECTS BUDGET DETAIL PROJECT SCHEDULE - REDEVELOPMENT FUND</p>
--

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<p style="text-align: center;"><u>2024 REDEVELOPMENT FUND</u></p> <p>1. Funds will assist with financing and construction of redevelopment planning and projects in non-TIF areas of the City.</p>	\$ 50,000	\$ 50,000	\$ 50,000
<i>Total 2024 Redevelopment Fund</i>	\$ 50,000	\$ 50,000	\$ 50,000

<p style="text-align: center;">City of Neenah 2024 Budget Public Facilities Capital Summarized Council Adopted</p>

Budgeted Funding Sources

General Obligation Borrowing Proceeds	\$ 2,141,700
Grant Funding	60,000
ARPA Funding	700,000
<i>Total Funding Sources</i>	<u>\$ 2,901,700</u>

Budgeted Expenditures

Administration Building	\$ 150,000
Police Station	182,700
Fire/Rescue Stations #31 & #32 (100% City Funded)	555,000
Public Works Garages	251,000
Parking Facilities	108,000
Bergstrom-Mahler Museum	25,000
Library	250,000
Park and Recreation	680,000
Arrowhead Park/Waterfront District	700,000
Cemetary	-
<i>Total Expenditures</i>	<u>\$ 2,901,700</u>

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**CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Public Facilities Fund
Program: Capital Program Funds	Submitted by: Vicky K. Rasmussen

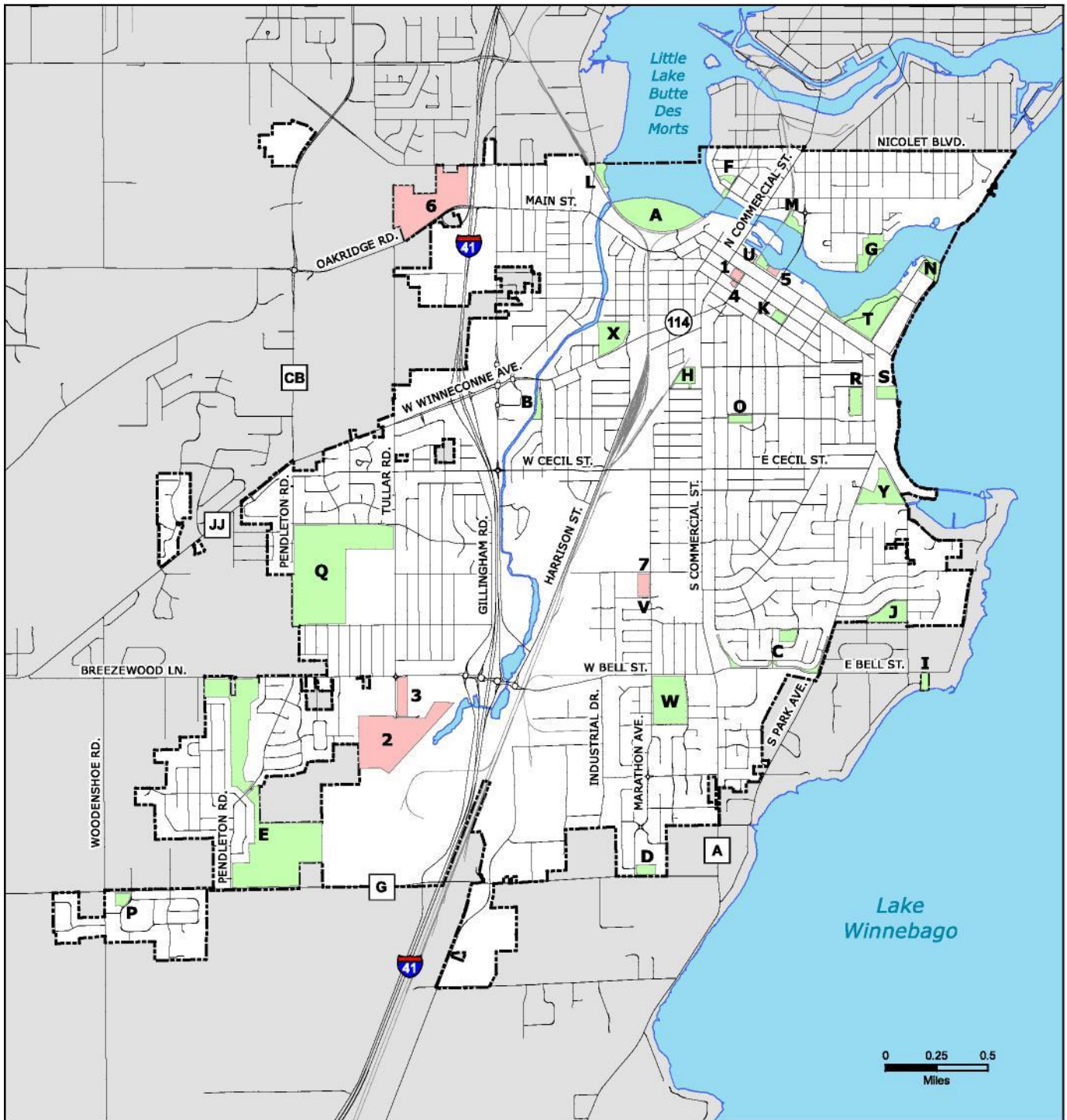
2024 Adopted Budget

The Public Facilities Fund accounts for all capital improvements to City owned public facilities such as buildings and parks.

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
Fund Balance (Deficit), January 1	\$ 2,149,947	\$ 7,152,186	\$ 7,152,186	\$ 1,497,516
<u>Revenues</u>				
Intergovernmental	-	-	-	-
Miscellaneous	355,649	-	30,000	60,000
Debt Issuance	6,601,590	2,246,500	2,246,500	2,141,700
Transfers In	280,228	-	-	700,000
Total Revenues	7,237,467	2,246,500	2,276,500	2,901,700
<u>Expenditures</u>				
Capital Outlay - Current Budget	2,235,228	2,120,139	1,016,500	2,901,700
Transfers Out	-	-	-	-
Total Expenditures	2,235,228	2,120,139	1,016,500	2,901,700
Excess Revenues Over (Under) Expenditures	5,002,239	126,361	1,260,000	-
Fund Balance (Deficit), December 31 (Before Carry Forwards)	\$ 7,152,186	\$ 7,278,547	\$ 8,412,186	\$ 1,497,516
Capital Outlay - Carry Forwards	6,914,670	6,914,670	6,914,670	-
Fund Balance (Deficit), December 31 (After Carry Forwards)	\$ 237,516	\$ 363,877	\$ 1,497,516	\$ 1,497,516

Public Facilities Carry Forwards to 2023 from Adopted CIP			
Project Description	Department Request	Mayor Proposed	Council Adopted
Building Addition - 2022 (Police)	\$ 5,204,243	\$ 5,204,243	\$ 5,204,243
LED Lighting Fixtures - 2021 (Police)	15,200	15,200	15,200
Fire Alarm System - 2022 (Police)	1,697	1,697	1,697
Arrowhead Park/Waterfront District - Multiple Years	1,446,964	1,446,964	1,446,964
Dog Park - 2022 (Parks)	23,987	23,987	23,987
Resurface Southview Park Basketball Courts - 2022 (Parks)	65,214	65,214	65,214
Doty Courts - 2021 (Parks)	6,680	6,680	6,680
Pool Maintenance - 2022 (Parks)	11,196	11,196	11,196
Fresh Air Park - 2022 (Parks)	18,302	18,302	18,302
Riverside Play Surface - 2022 (Parks)	11,893	11,893	11,893
Cemetery Chapel Chimney Repair - 2022 (Cemetery)	14,200	14,200	14,200
Staff Check In Machines - 2022 (Library)	15,981	15,981	15,981
Renovate Tech/Circ Services Area - 2020 (Library)	9,640	9,640	9,640
ADA Compliance - 2020, 2022 (Public Works)	11,705	11,705	11,705
Repair City Hall Exterior Caulking - 2020 (Public Works)	10,932	10,932	10,932
City Hall Front Entry Doors - 2022 (Public Works)	10,000	10,000	10,000
City Hall HVAC Upgrade (Prev. 2022 Air Purifier) (Public Works)	12,945	12,945	12,945
Tullar Garage HVAC - 2022 (Public Works)	7,412	7,412	7,412
Tullar Garage Door Locks - 2022 (Public Works)	12,564	12,564	12,564
Church St. Ramp - 2022 (Public Works)	3,915	3,915	3,915
Total Carry Forwards to 2023	\$ 6,914,670	\$ 6,914,670	\$ 6,914,670

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
- 3 - 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
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - FACILITIES

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>2024 FACILITIES</u>			
<u>Administration Building</u>			
1. Roof preservation coating. Extend life of roof placed in 1997. 10-year warranty	\$ 90,000	\$ 90,000	\$ 90,000
2. HVAC System - Continue upgrades. Variable air valve unit replacement	60,000	60,000	60,000
<i>Total 2024 Administration Building</i>	\$ 150,000	\$ 150,000	\$ 150,000
<u>Police Department</u>			
1. ADA Requirements: Men's Restroom remodel (proper door clearance)	\$ 3,000	\$ 3,000	\$ 3,000
2. Community Room Update. The Community Room is used by different community organizations on a weekly basis. This remodel consists of updating display cases and technologies used for presentations.	35,000	-	-
3. ADA Requirements: Community Room sink modification, adding assistive listening system and proper signage	5,000	5,000	5,000
4. ADA Requirements: New compliant Drug Drop Box, Conference Room sink modification and exterior signs below the required height.	4,700	4,700	4,700
5. Reconfigure current briefing room, exercise room, mat room, and officer report writing rooms to create better efficiency for department needs after the building expansion is complete.	170,000	170,000	170,000
6. Storage building for armored vehicle, tactical trailer, ISU trailer and barricades (on city property) *	150,000	-	-
<i>Total 2024 Police Department</i>	\$ 367,700	\$ 182,700	\$ 182,700

CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - FACILITIES

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>Fire Department</u>			
1. Update HVAC to Maint Central Control for Station 31 & 32. (city maint remote operational access)	\$ 58,000	\$ 58,000	\$ 58,000
2. Engineering for remodel of Fire Station 31 on existing property. This building is a City of Neenah property and Neenah is responsible for 100% of the project.	250,000	100,000	100,000
3. Station 31 replacement of roof and service doors	245,000	245,000	245,000
4. Station 32 AC units replace for upper level kitchen and day rooms. Maint recommendation due to lack of ac distribution.	22,000	22,000	22,000
5. Station 32 recoating roof on station	80,000	80,000	80,000
6. Station 32 upgrade lockers, paint walls and trim and update components and signage in apparatus bay.	50,000	50,000	50,000
<i>Total 2024 Fire Department</i>	<i>\$ 705,000</i>	<i>\$ 555,000</i>	<i>\$ 555,000</i>

CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - FACILITIES

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>City Facilities</u>			
1. <u>Tullar Garage</u> : Replace roof over woodshop and traffic shop area. Phase 2 of 5 to replace the original roof on the 1990 building. Approx 6,220 SF	\$ 83,000	\$ 83,000	\$ 83,000
2. <u>Tullar Garage</u> : Pavement Repairs/ replacement. Target area west side of building	125,000	125,000	125,000
3. <u>Tullar Garage</u> : Overhead Door Maintenance and 2 Opener Replacements (Shop area, doors 1 and 2 of 9)	18,000	18,000	18,000
4. <u>Tullar Garage</u> : Repair ceiling in women's locker room / bathroom due to roof leaks	10,000	10,000	10,000
5. <u>Tullar Garage</u> : Install ceiling fans for South Vehicle Storage. These aid in heating efficiency	15,000	15,000	15,000
6. <u>Cecil Street Garage</u> : East side brick and window repairs, door removal, roof maintenance, general updates.	40,000	-	-
<i>Total 2024 City Facilities</i>	\$ 291,000	\$ 251,000	\$ 251,000
<u>Parking Facilities</u>			
1. <u>Church Street Ramp</u> : Security Camera Replacement	\$ 90,000	\$ 90,000	\$ 90,000
2. <u>Church Street Ramp</u> : 8th Floor Lighting, Wiring and Conduit Repair -	18,000	18,000	18,000
<i>Total 2024 Parking Facilities</i>	\$ 108,000	\$ 108,000	\$ 108,000
<u>Bergstrom-Mahler Museum</u>			
1. Annual Subsidy	\$ 35,000	\$ 35,000	\$ 25,000
<i>Total 2024 Bergstrom-Mahler Museum</i>	\$ 35,000	\$ 35,000	\$ 25,000
<u>Library</u>			
1. Replace chiller	\$ 250,000	\$ 250,000	\$ 250,000
<i>Total 2024 Library</i>	\$ 250,000	\$ 250,000	\$ 250,000

CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - FACILITIES

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>Parks and Recreation</u>			
<u>Development</u>			
1. Doty/KP Seawall Protection & Improvement Final Design/Grant	\$ 25,000	\$ 25,000	\$ 25,000
2. LLBDM Aquatic Plant Management Plan (grant funded)	25,000	25,000	25,000
<u>Maintenance</u>			
2. Picnic Table Replacement Program (yr. 2 of 3)	20,000	20,000	20,000
3. Washington Park HVAC (1996) 4 Furnaces / 2 AC Units	75,000	75,000	75,000
4. Green Park - Resurface Tennis Courts (2011)	40,000	40,000	40,000
5. Building ADA Upgrades	20,000	20,000	20,000
6. Kimberly Point Lighthouse - ADA/Historical Preservation Assessment / Design	25,000	25,000	25,000
7. Southview Courts Rebuild	300,000	300,000	300,000
<u>Play Equipment</u>			
8. Laudan Park	130,000	130,000	130,000
9. Kayak Rental Pod (Grant Funding \$10,000)	20,000	20,000	20,000
Total 2024 Parks and Recreation	\$ 680,000	\$ 680,000	\$ 680,000
<u>Arrowhead Park/Waterfront District</u>			
1. Arrowhead/Waterfront District Design / Beginning of Contruction	\$ -	\$ 700,000	\$ 700,000
2. Arrowhead/Waterfront District Construction - Park Drive/Parking/Connecting south loop trail.	1,260,000	-	-
Total 2024 Arrowhead Park/Waterfront District	\$ 1,260,000	\$ 700,000	\$ 700,000
TOTAL ALL 2024 FACILITIES	\$ 3,846,700	\$ 2,911,700	\$ 2,901,700

* Plan to request use of savings from addition to build this

<p style="text-align: center;">City of Neenah 2024 Budget Capital Equipment Summarized Council Adopted</p>
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Budgeted Funding Sources

General Obligation Borrowing Proceeds	\$ 2,715,560
Use of Library Trust Fund	50,000
<i>Total Funding Sources</i>	<u>\$ 2,765,560</u>

Budgeted Expenditures

Legal and Administrative Services	\$ -
Information Systems	399,480
Police	771,930
Fire/Rescue (63.37% of Consolidated Department)	24,150
Public Works and Recycling	1,415,000
Community Development	-
Library	50,000
Parks and Recreation	105,000
Cemetery	-
<i>Total Expenditures</i>	<u>\$ 2,765,560</u>

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**CITY OF NEENAH
2024 ADOPTED CAPITAL BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Capital Equipment Fund
Program: Capital Program Funds	Submitted by: Vicky K. Rasmussen

2024 Adopted Budget

The Capital Fund accounts for the purchase of all capital equipment within all City departments.

	2022 Actual	2023 Budget	2023 Estimate	2024 Adopted Budget
Fund Balance (Deficit), January 1	\$ 2,272,292	\$ 2,026,171	\$ 2,026,171	\$ 782,852
Revenues				
Intergovernmental	-	-	-	-
Miscellaneous	-	-	68,000	50,000
Debt Issuance	1,884,600	2,600,640	2,600,640	2,715,560
Transfers In	-	-	-	-
Total Revenues	1,884,600	2,600,640	2,668,640	2,765,560
Expenditures				
Capital Outlay - Current Budget	2,130,721	2,607,881	2,668,640	2,765,560
Transfers Out	-	-	-	-
Total Expenditures	2,130,721	2,607,881	2,668,640	2,765,560
Excess Revenues Over (Under) Expenditures	(246,121)	(7,241)	-	-
Fund Balance (Deficit), December 31 (Before Carry Forwards)	\$ 2,026,171	\$ 2,018,930	\$ 2,026,171	\$ 782,852
Capital Outlay - Carry Forwards	1,243,319	1,243,319	1,243,319	-
Fund Balance (Deficit), December 31 (After Carry Forwards)	\$ 782,852	\$ 775,611	\$ 782,852	\$ 782,852

Capital Equipment Carry Forwards to 2023 from Adopted CIP			
Project Description	Department Request	Mayor Proposed	Council Adopted
Door Swipe Access Control - 2019 (Equipment - IS)	\$ 35,000	\$ 35,000	\$ 35,000
ERP Suite -2019, 2022 (Equipment - IS)	110,366	110,366	110,366
Smart Cities Initiatives - 2020, 2021 (Equipment - IS)	143,365	143,365	143,365
LaserFiche - 2021 (Equipment - IS)	7,048	7,048	7,048
Council Chambers Upgrades - 2022 (Equipment - IS)	82,000	82,000	82,000
Pre-Paid Maintenance Contracts - 2021, 2022 (Equipment - IS)	624,425	624,425	624,425
Switch Upgrades - 2022 (Equipment - IS)	50,000	50,000	50,000
Cybersecurity Analysis - 2022 (Equipment - IS)	18,013	18,013	18,013
Training Center Audio - 2022 (Equipment - IS)	3,606	3,606	3,606
Portable Speed Signs - 2022 (Equipment -Police)	1,254	1,254	1,254
Vehicle Purchases - 2022 (Equipment - Police)	54,192	54,192	54,192
New Engine - 2022 (Equipment - Fire)	99,521	99,521	99,521
Major Equipment - 2022 (Equipment - Fire)	5,798	5,798	5,798
RecTrac Upgrades - 2021 (Equipment - Parks)	5,243	5,243	5,243
AED's - 2022 (Equipment - Parks)	3,488	3,488	3,488
Total Carry Forwards to 2023	\$ 1,243,319	\$ 1,243,319	\$ 1,243,319

CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - CAPITAL EQUIPMENT

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>Information Systems</u>			
1. Enterprise Resource Planning Suite (ERP). As the City's ERP implementation continues this funding will be utilized for application implementations and 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.	\$ 150,000	\$ 150,000	\$ 150,000
2. 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 2023. This request is an estimate and will be monitored and adjusted prior to adoption of the 2024 budget.	170,000	170,000	170,000
3. Cybersecurity Initiative - Continue to address security deficiencies identified in the 2022 security analysis, including SaaS/License fees for solutions.	79,480	79,480	79,480
4. Data Center Air Conditioning. Replace current AC unit in Production Data Center. This unit was purchased in 2011 and struggles to maintain acceptable temperatures during stretches of hot weather because of the increase of devices added to the room since then.	35,000	-	-
5. Fiber Builds/Acquisitions - Expansion of the City's Fiber Infrastructure to meet the City's technology initiatives, including Smart Cities	50,000	-	-
Total 2024 Information Systems	\$ 484,480	\$ 399,480	\$ 399,480

CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - CAPITAL EQUIPMENT

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>Police Department</u>			
1. Vehicle purchases: Squads 7, 8, 13, 26, 27, and 33	\$ 357,913	\$ 357,913	\$ 357,913
2. MDC (Squad Computer) Replacement. Plan to purchase 12 vehicle MDCs to replace MDCs purchased in 2019 (all marked squads plus CSA vehicle)	86,000	86,000	86,000
3. Axon Body Cam Equipment Contract (2nd 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	38,177	38,177	38,177
4. Axon Taser 7. Payment 4 of 5. Continued payment on purchase of 20 Taser 7s. Cost includes all training cartridges and accessories per year.	18,840	18,840	18,840
5. Vehicle barriers. Meridian Archer 1200	250,000	250,000	250,000
6. Flock camera installs (6 cameras)	21,000	21,000	21,000
<i>Total 2024 Police Department</i>	\$ 771,930	\$ 771,930	\$ 771,930
<u>Fire Department</u>			
1. Major equipment such as new thermal imaging cameras, mobile data computers, hazmat meter monitors, automatic external defibrillator, extractors, radios, etc. Total projected cost \$40,000. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes	\$ 24,150	\$ 24,150	\$ 24,150
<i>Total 2024 Fire Department</i>	\$ 24,150	\$ 24,150	\$ 24,150

CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - CAPITAL EQUIPMENT

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>Public Works</u> <i>(Equipment disposal value posted as revenue to the general fund.)</i>			
1. Replace #29 - 2001 Front end loader. Includes snow plow and wing	\$ 350,000	\$ 350,000	\$ 350,000
2. Replace #11A - 2005 14 yd tandem plow truck with wing - no salter (Stainless Steel Box)	260,000	260,000	260,000
3. Replace 2019 New Way Automated Solid Waste Truck. Truck number to be determined	360,000	360,000	360,000
4. Replace #68 - 1993 Tennant shop sweeper	50,000	50,000	50,000
5. Purchase Crafc0 Mastic Machine	95,000	95,000	95,000
6. Replace #93 - 2006 1500 Pick-up truck	50,000	50,000	50,000
7. Replace #6A - 1999 7yd Plow truck with wing (Stainless Steel Box). Keep chassis to use for Water truck.	250,000	250,000	250,000
<i>Total 2024 Public Works</i>	\$ 1,415,000	\$ 1,415,000	\$ 1,415,000
<u>Library</u>			
1. Public self check out machine replacement (4)	\$ 50,000	\$ 50,000	\$ 50,000
<i>Total 2024 Library</i>	\$ 50,000	\$ 50,000	\$ 50,000
<u>Parks and Recreation</u>			
1. Replace 2016 Kubota Zero Turn	\$ 25,000	\$ 25,000	\$ 25,000
2. 60" Zero Turn Mower	25,000	25,000	25,000
3. Field Groomer	55,000	55,000	55,000
<i>Total 2024 Parks and Recreation</i>	\$ 105,000	\$ 105,000	\$ 105,000
<i>TOTAL ALL 2024 CAPITAL EQUIPMENT</i>	\$ 2,850,560	\$ 2,765,560	\$ 2,765,560

<p style="text-align: center;">City of Neenah 2024 Budget Sanitary Sewer Utility Capital Summarized Council Adopted</p>

Budgeted Funding Sources

General Obligation Borrowing Proceeds	\$ 2,837,500
Use of Reserves-Sanitary Sewer	350,000
<i>Total Funding Sources</i>	<u>\$ 3,187,500</u>

Budgeted Expenditures

System Repair / Replacement	\$ 3,030,000
Lift Station Upgrades	-
Other Improvements	157,500
<i>Total Expenditures</i>	<u>\$ 3,187,500</u>

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CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - SANITARY SEWER UTILITY

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>2024 SANITARY SEWER</u>			
1. Quarry Lane (Higgins - Reed)/1,905 ft. Replace main and laterals. Coordinate with street reconstruction.	\$ 570,000	\$ 570,000	\$ 570,000
2. Doty Avenue (Commercial - Oak)/1,161 ft. Replace main (\$150/ft.) and laterals. Coordinate with street construction.	280,000	280,000	280,000
3. Doty Avenue (Oak - Pine)/1,356 ft. Replace main (\$150/ft.) and laterals. Coordinate with street construction.	380,000	380,000	380,000
4. Stevens Street (Winnebago Heights - Laudan)/440 ft. Replace main and laterals. Coordinate with street construction.	150,000	150,000	150,000
5. Stevens Street (Laudan - Belmont)/742 ft. Replace main and laterals. Coordinate with street construction.	220,000	220,000	220,000
6. Cedar Street (Winnebago Heights - Doty)/2,020 ft. Replace main and laterals. Coordinate with street construction.	520,000	520,000	520,000
7. Belmont Avenue (Stevens - Belmont Ct)/379 ft. Replace main and laterals. Coordinate with street construction.	100,000	100,000	100,000
8. Belmont Avenue (Belmont Ct - Cedar)/350 ft. Replace main and laterals. Coordinate with street construction.	60,000	60,000	60,000
9. Belmont Court (Belmont Av - Terminus)/600 ft. Replace main and laterals. Coordinate with street construction.	150,000	150,000	150,000
10. North Street (Green Bay - Western)/981 ft. Replace main and laterals. Coordinate with street construction.	210,000	210,000	210,000
11. S. Park Avenue Utility Easement/2,159 ft. Replace main and laterals.	390,000	390,000	390,000
12. Existing sanitary sewer system repairs/replacement. Various locations. Grouting, pipe joint sealing, sealing and repairing manholes, sliplining pipe, relaying mains, spot rehabilitation.	180,000	-	-
13. Replace #39 - 2009 3/4 ton Sewer utility truck	75,000	75,000	75,000
14. Lift station upgrades. Various locations. Continuation of City-wide program begun in 1997.	40,000	-	-
15. Pavement repair: Concrete and asphalt patches.	20,000	20,000	20,000
16. Engineering/Administrative costs related to CIP projects. Transfer to City's General Fund.	62,500	62,500	62,500
TOTAL 2024 SANITARY SEWER	\$ 3,407,500	\$ 3,187,500	\$ 3,187,500

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<p style="text-align: center;">City of Neenah 2024 Budget Storm Water Utility Capital Summarized Council Adopted</p>
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Budgeted Funding Sources

General Obligation Borrowing Proceeds	\$ 1,110,000
<i>Total Funding Sources</i>	<u>\$ 1,110,000</u>

Budgeted Expenditures

Detention Pond Construction	\$ 300,000
Storm Sewer Repair / Replacement	550,000
Other Improvements	260,000
<i>Total Expenditures</i>	<u>\$ 1,110,000</u>

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CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - STORM WATER UTILITY

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>2024 STORM WATER</u>			
1. Doty Avenue (Commercial - Pine) / 2,639 ft. Misc. main and catch basin repairs. Coordinate with street construction.	\$ 110,000	\$ 110,000	\$ 110,000
2. Cedar Street (Winnebago Heights - Doty)/2,300 ft. Miscellaneous storm sewer repairs. Coordinate with street construction.	100,000	100,000	100,000
3. Belmont Court (Stevens to Cedar) Istorm sewer main replacement Coordinate with street construction.	60,000	60,000	60,000
4. Belmont Court (Belmont Avenue - South Terminus) Install 12" storm sewer on north section of street. Coordinate with street construction.	50,000	50,000	50,000
5. North Street (Green Bay - Western) Install 12" storm sewer on north section of street. Coordinate with street construction.	130,000	130,000	130,000
6. 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.	200,000	100,000	100,000
7. Detention Ponds - Storm water management device development. \$150,000. Leading sites are Bridgewood Pond, Peckham Pond, Douglas Park Pond, Rec Park site.	300,000	300,000	300,000
8. Replace #72 - 2003 Front mount leaf picker	120,000	120,000	120,000
9. Developer reimbursement. Oversize storm pipes and ponds.	50,000	50,000	50,000
10. Mini storm sewer. Various locations. Limited funds are recommended to continue elimination of backyard drainage problems.	5,000	5,000	5,000
11. Pavement repair: Concrete and asphalt patches.	60,000	60,000	60,000
12. Engineering/Administrative costs related to CIP projects. Transfer to City's General Fund.	25,000	25,000	25,000
Total 2024 STORM WATER	\$ 1,210,000	\$ 1,110,000	\$ 1,110,000

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<p style="text-align: center;">City of Neenah 2024 Budget Water Utility Capital Summarized Council Adopted</p>
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Budgeted Funding Sources

Utility Revenues	\$ 3,025,000
Special Assessments	-
Revenue Bonds	-
<i>Total Funding Sources</i>	<u>\$ 3,025,000</u>

Budgeted Expenditures

Distribution System - Replacements	\$ 2,362,000
Distribution System - New Mainline Extensions	106,000
Distribution System - New Service Expansion	-
Plant, Metering and Equipment	557,000
<i>Total Expenditures</i>	<u>\$ 3,025,000</u>

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CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - WATER UTILITY

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<p style="text-align: center;"><u>2024 WATER UTILITY</u> <i>Distribution System-Replacements</i> <i>All items are funded through Utility revenues unless otherwise noted.</i></p> <p style="text-align: center;"><u>Distribution system - Replacements</u></p>			
1. Quarry Lane (Higgins - Reed) 2,000' of 8" at \$150/ft., 47 lead services, 16 main leaks, 10 service leaks.	\$ 315,000	\$ 315,000	\$ 315,000
2. E. Doty Avenue (S. Commercial - Pine) 2,850' of 12" at \$165/ft., 44 lead services, 3 main leaks, 22 service leaks.	494,000	494,000	494,000
3. Stevens Street (Winnebago Heights - Belmont) 1510' of 8" at \$150/ft., 27 lead services, 10 main leaks, 10 service leaks.	238,000	238,000	238,000
4. Cedar Street (Winnebago Heights - Laudan) 600' of 8" at \$150/ft. and Laudan - Doty) 1800' of 16" at \$200/ft., abandon 6" (Fairview - Congress Pl.), 27 lead services, 6 main leaks, 2 service leaks.	473,000	473,000	473,000
5. Belmont Avenue (Stevens - Belmont Ct.) 370' of 8" at \$150/ft., 7 lead services.	59,000	59,000	59,000
6. Belmont Court - 600' of 8" at \$150/ft., 8 lead services, 2 main leaks. Undersized water main.	95,000	95,000	95,000
7. S. Commercial Street Sludge Line (Division - Douglas Park) 500' of 10" at \$120/ft.	63,000	63,000	63,000
8. S. Commercial Street Corridor Stubs (Alcott, Byrd, W. Peckham, Professional Plaza) 200' of 8" at \$180/ft and 120' of 12" at \$200/ft.	63,000	63,000	63,000
9. Bayview Road (S. Park - Bayview Ln) 1,300 of 8" at \$150/ft.	205,000	205,000	205,000
10. S. Park Avenue (Easement) 2,200' of 8" at \$150/ft., 13 lead services, 1 main leak, 1 service leak.	347,000	347,000	347,000
11. Reed Street (Haylett - Cecil St) 150' of 8" at \$60/ft.	10,000	10,000	10,000
Total 2024 Distribution system - Replacements	\$ 2,362,000	\$ 2,362,000	\$ 2,362,000

CITY OF NEENAH
2024 CAPITAL PROJECTS BUDGET
DETAIL PROJECT SCHEDULE - WATER UTILITY

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>Distribution system - New Mainline Extensions</u>			
1. CTH G (Towerview - 590' East) 590' of 12" at \$170/ft.	\$ 106,000	\$ 106,000	\$ 106,000
<i>Total 2024 Distribution system - New Mainline Extensions</i>	\$ 106,000	\$ 106,000	\$ 106,000
<i>TOTAL 2024 DISTRIBUTION SYSTEMS</i>	\$ 2,468,000	\$ 2,468,000	\$ 2,468,000
<u>Plant, Metering and Equipment</u>			
1. Commercial meter replacement. Regular meter replacement program.	\$ 110,000	\$ 110,000	\$ 110,000
2. Miscellaneous tools and equipment.	20,000	20,000	20,000
3. Technology upgrade.	10,000	10,000	10,000
4. Miscellaneous consulting fees.	20,000	20,000	20,000
5. Miscellaneous Plant contingency.	50,000	50,000	50,000
6. Rebuild (1) Finished Water Pump.	25,000	25,000	25,000
7. Rebuild (1) Intermediate Pump.	25,000	25,000	25,000
8. Rebuild (1) Raw Water Pump.	12,000	12,000	12,000
9. Replace 2014 Pickup Truck. Vehicles are on a 10-year replacement cycle.	35,000	35,000	35,000
10. Update leak detection equipment.	60,000	60,000	60,000
11. Upgrade water meter testing system.	60,000	60,000	60,000
12. Rip-rap shoreline.	90,000	90,000	90,000
13. Replace shoreline fence.	25,000	25,000	25,000
14. Repave north driveway.	15,000	15,000	15,000
<i>TOTAL 2024 PLANT, METERING AND EQUIPMENT</i>	\$ 557,000	\$ 557,000	\$ 557,000
TOTAL 2024 WATER UTILITY	\$ 3,025,000	\$ 3,025,000	\$ 3,025,000

CITY OF NEENAH			
2022 AND PRIOR CIP PROJECT FUNDS RECOMMENDED TO BE CARRIED FORWARD TO 2023			
AS OF DECEMBER 31, 2022			
PROJECT DESCRIPTION/ REASON FOR RECOMMENDATION	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>Information Systems</u>			
Door Swipe Access Control-2019 (Equipment)	\$ 35,000	\$ 35,000	\$ 35,000
ERP Suite-2019, 2022 (Equipment)	110,366	110,366	110,366
Smart Cities Initiatives-2020, 2021 (Equipment)	143,365	143,365	143,365
LaserFiche-2021 (Equipment)	7,048	7,048	7,048
Council Chambers Upgrades-2022 (Equipment)	82,000	82,000	82,000
Pre-Paid Maintenance Contracts-2021, 2022 (Equipment)	624,425	624,425	624,425
Switch Upgrades-2022 (Equipment)	50,000	50,000	50,000
Cybersecurity Analysis-2022 (Equipment)	18,013	18,013	18,013
Training Center Audio-2022 (Equipment)	3,606	3,606	3,606
<u>Police</u>			-
Portable Speed Signs-2022 (Equipment)	1,254	1,254	1,254
Vehicle Purchases-2022 (Equipment)	54,192	54,192	54,192
Building Addition-2022 (Facilities)	5,204,243	5,204,243	5,204,243
LED Lighting Fixtures-2021 (Facilities)	15,200	15,200	15,200
Fire Alarm System-2022 (Facilities)	1,697	1,697	1,697
<u>Fire</u>			-
New Engine-2022 (Equipment)	99,521	99,521	99,521
Major Equipment-2022 (Equipment)	5,798	5,798	5,798
<u>Parks/Cemetery</u>			-
RecTrac Upgrades-2021 (Equipment)	5,243	5,243	5,243
AED's-2022 (Equipment)	3,488	3,488	3,488
Arrowhead Park-Multiple Years (Facilities)	1,446,964	1,446,964	1,446,964
Dog Park-2022 (Facilities)	23,987	23,987	23,987
Resurface Southview Park Basketball Courts-2022 (Facilities)	65,214	65,214	65,214
Doty Courts-2021 (Facilities)	6,680	6,680	6,680
Pool Maintenance-2022 (Facilities)	11,196	11,196	11,196
Fresh Air Park-2022 (Facilities)	18,302	18,302	18,302
Riverside Play Surface-2022 (Facilities)	11,893	11,893	11,893
Chapel Chimney Repair-2022 (Facilities)	14,200	14,200	14,200
<u>Library</u>			-
First Floor Carpeting - 2022 (Facilities)	15,981	15,981	15,981
Renovate Tech/Circ Services Ares-2020 (Facilities)	9,640	9,640	9,640
<u>Non-TIF Redevelopment</u>			-
Redevelopment Planning & Projects-2020-2022	121,482	121,482	121,482
<u>TID</u>			-
Arrowhead Park-2013 (TID 8)	204,128	204,128	204,128
Downtown Parking-Multiple Years (TID 8)	270,000	270,000	270,000
Land Assemblage-2019, 2021 (TID 10)	405,860	405,860	405,860
Parking Ramp Design-2019-2022 (TID 10)	700,000	700,000	700,000
Gateway Plaza-2019 (TID 10)	8,000	8,000	8,000
Arrowhead Park Fiber-2022 (TID 10)	50,000	50,000	50,000

CITY OF NEENAH			
2022 AND PRIOR CIP PROJECT FUNDS RECOMMENDED TO BE CARRIED FORWARD TO 2023			
AS OF DECEMBER 31, 2022			
PROJECT DESCRIPTION/ REASON FOR RECOMMENDATION	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
Public Works/Sanitary/Storm			-
ADA Compliance-2020, 2022 (Facilities)	11,705	11,705	11,705
Repair City Hall Exterior Caulking-2020 (Facilities)	10,932	10,932	10,932
City Hall Front Entry Doors-2022 (Facilities)	10,000	10,000	10,000
City Hall HVAC Upgrade (Prev. 2022 Air Purifier) (Facilities)	12,945	12,945	12,945
Tullar Garage HVAC-2022 (Facilities)	7,412	7,412	7,412
Tullar Garage Door Locks-2022 (Facilities)	12,564	12,564	12,564
Church St. Ramp-2022 (Facilities)	3,915	3,915	3,915
S. Commercial St. Design-2022 (Streets)	110,391	110,391	110,391
Industrial Dr.-2017 (Streets)	130,408	130,408	130,408
Pavement Markings-2022 (Streets)	50,000	50,000	50,000
Undesignated New Subdivisions-2021, 2022 (Streets)	100,000	100,000	100,000
Undesignated Street Repair-2022 (Streets)	65,363	65,363	65,363
Undesignated Sidewalk Repair-2021, 2022 (Sidewalks)	84,621	84,621	84,621
North Park Ave.-2022 (Sidewalks)	25,000	25,000	25,000
Traffic Signal Interconnect-2020 (Traffic Control)	11,728	11,728	11,728
Traffic Signal Cabinet Upgrades-2020 (Traffic Control)	6,265	6,265	6,265
Commercial/Bell Traffic Signal-2022 (Traffic Control)	28,432	28,432	28,432
Various Repairs-Multiple Years (Sanitary Sewer)	516,157	516,157	516,157
Lift Station Upgrades-2021, 2022 (Sanitary Sewer)	22,110	22,110	22,110
Doty Ave. Lift Station Generator-2022 (Sanitary Sewer)	30,000	30,000	30,000
Bell St.-2019 (Sanitary Sewer)	260,000	260,000	260,000
Various Main Repairs-2020-2022 (Storm)	212,735	212,735	212,735
Pavement Repair-2022 (Storm)	17,218	17,218	17,218
Harrison St. Pond-2021 (Storm)	239,443	239,443	239,443
Total Prior Year Pre-2021 Non-Lapsing Project Funds	\$ 11,827,330	11,827,330	11,827,330

Summary	
Function	Amount
Streets/Ped Routes	\$ 612,208
Equipment	1,243,319
Facilities	6,914,670
Redevelopment	121,482
TID #8	474,128
TID #10	1,163,860
Sanitary Sewer	828,267
Storm Water	469,396
Total	\$ 11,827,330

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office:	Budget:
Finance	Parking Utility Fund
Program:	Submitted by:
Enterprise Funds	G. Kaiser/A. Kahl

Parking Utility Fund
2024 Adopted 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 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

	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Fund Balance, January 1	<u>(\$313,101)</u>	<u>(\$297,845)</u>	<u>(\$297,845)</u>	<u>(\$288,205)</u>	<u>(\$288,205)</u>	<u>(\$288,205)</u>
REVENUES						
Permits	204,761	226,820	231,070	230,570	230,570	230,570
Parking Fines	44,972	100,000	50,000	90,000	90,000	90,000
Total Revenue	<u>\$249,733</u>	<u>\$326,820</u>	<u>\$281,070</u>	<u>\$320,570</u>	<u>\$320,570</u>	<u>\$320,570</u>
EXPENDITURES						
Enforcement (Police)	\$52,488	\$89,240	50,680	\$94,950	\$94,950	\$94,950
Parking Lots	74,017	90,470	98,110	99,770	100,050	100,050
Parking Ramp - Canal	107,972	122,130	122,640	124,580	124,700	124,700
Administrative	0	0	0	160,000	0	0
Total Expenditures	<u>\$234,477</u>	<u>\$301,840</u>	<u>\$271,430</u>	<u>\$479,300</u>	<u>\$319,700</u>	<u>\$319,700</u>
Excess Revenues Over (Under)						
Expenditures	\$15,256	\$24,980	\$9,640	(\$158,730)	\$870	\$870
Fund Balance, December 31	<u>(\$297,845)</u>	<u>(\$272,865)</u>	<u>(\$288,205)</u>	<u>(\$446,935)</u>	<u>(\$287,335)</u>	<u>(\$287,335)</u>

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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 2024 Adopted Budget: None.

**Parking Lots
(044-7702-738)**

Goals/Responsibilities:

Maintain, clean, plow and haul snow from the following City owned or operated lots.

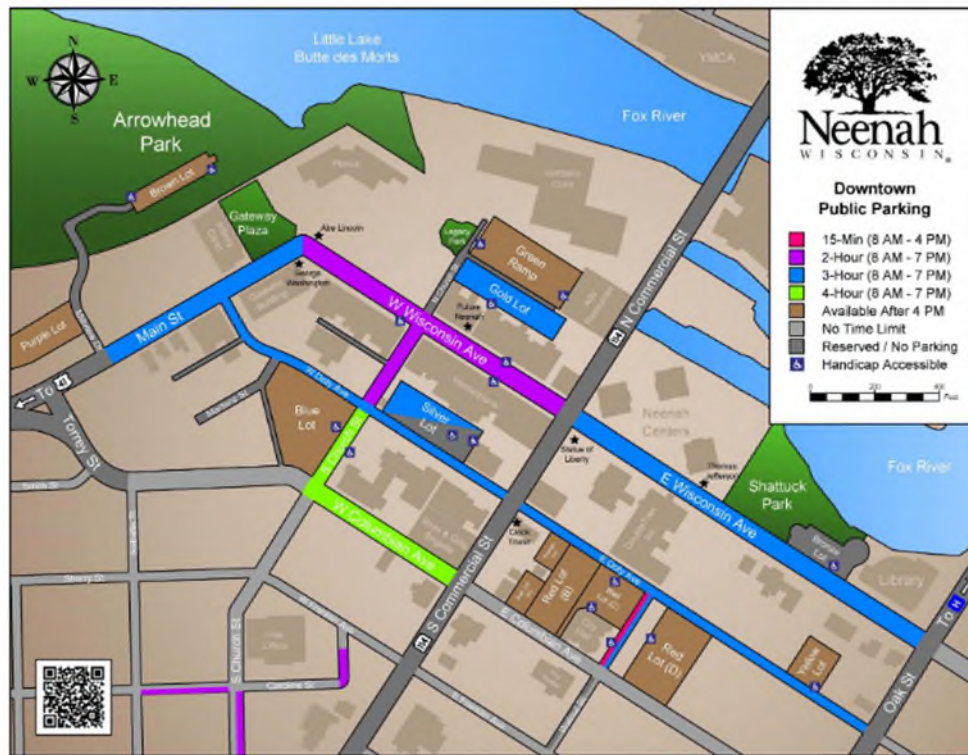
Lot No.	Description	Spaces ¹
1	Blue Lot (Church and W. Doty - leased from First Presbyterian Church)	129
2	Orange Lot (115 E. Doty Av)	16
3	Gold Lot (109 N. Church St)	51
4	High Street Lot (235 Bond St)	35
5	Silver Lot (119 W. Doty Av)	63
6	Red Lot A (216 Walnut St)	99
7	Red Lots B, C, D (around City 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
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Parking Utility Fund
Program: Enterprise/Other Funds	Submitted by: G. Kaiser

Parking Lots (cont'd)
(044-7702-738)

2023 Accomplishments:

- Maintained parking lots as required. Contracted maintenance of parking lot landscaping.
- Resurfaced the Silver Lot (Marketplace Lot)
- Resurfaced the portion of the Red Lot north of City Hall.
- Continued to address capacity changes resulting from the ongoing post-COVID return to in-office work.
- Made adjustments as necessary for downtown construction projects.
- Worked through the transition from the Passport parking management software to T2 Systems, the new owner of the parking management software.
- Incorporated parking needs into the downtown master planning process.

2024 Goals/Plans:

- Maintain all lots as required. Contract parking lot landscaping.
- Continue to implement recommendations of downtown parking management study.
- With Community Development, evaluate future surface lot and/or ramp needs.
- Prepare for adjustments to parking supply based on downtown redevelopment.
- Evaluate parking permit charges.
- Evaluate long-term lease arrangements that are near expiration.

Major Increases (Decreases) in 2024 Adopted Budget:

- Storm Water charges were increased to reflect the updates resulting from the ERU audit and the assignment of several locations that were being charged to other budgets.

Parking Ramp
(044-7705-738)

Goals/Responsibilities:

Maintain the N. Church Street Ramp (930 spaces).

2023 Accomplishments:

- Continued to maintain the Church Street Ramp.
- Investigated and repaired areas of cracked concrete.
- Addressed instances of vandalism.
- With Police and Information Systems staff, evaluated security camera replacement, including adding locations to improve visibility of areas susceptible to vandalism.
- Prepared a feasibility study for a second parking structure and identified primary locations.

2024 Goals/Plans:

- Replace security cameras.
- Continue maintenance of ramp.
- Proceed with parking structure design and property acquisition.

Major Increases (Decreases) in 2024 Adopted Budget: None.

CITY OF NEENAH
OPERATING BUDGET
***** PARKING EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
PARKING								
<u>PARKING ENFORCEMENT (2135-711)</u>								
0103	Temporary Wages	15,471	40,000	10,000	40,000	40,000	40,000	
0111	Fringes	591	1,330	330	1,410	1,410	1,410	
0117	Clothing Allowance	239	1,200	1,200	1,200	1,200	1,200	
0202	Outside Printing	0	2,000	2,020	2,000	2,000	2,000	
0203	Postage	540	1,000	400	500	500	500	
0205	Debit Card Fees	2,633	3,500	3,500	3,500	3,500	3,500	
0213	Maint of Motor Vehicles	508	1,250	250	1,250	1,250	1,250	
0215	Maint of Radio Equipment	0	500	0	500	500	500	
0218	Maint Of Software	29,662	30,000	30,000	30,000	30,000	30,000	
0227	Cellular Telephone	899	2,000	1,000	1,000	1,000	1,000	
0236	Outside Services	642	3,000	1,000	3,000	3,000	3,000	
0255	IS Services / Internal	0	0	0	7,000	7,000	7,000	
0293	Maint Of Motor Veh/Fleet	218	1,200	300	1,320	1,320	1,320	
0294	Oil and Fluids/Fleet	69	110	80	120	120	120	
0301	Office Supplies	0	50	0	50	50	50	
0310	Gasoline & Oil	1,016	2,000	500	2,000	2,000	2,000	
0333	All Other Supplies	0	100	100	100	100	100	
	PARKING ENFORCEMENT	52,488	89,240	50,680	94,950	94,950	94,950	5,710
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<u>PARKING LOT (7702-738)</u>								
0102	Full Time Hourly Wages	6,118	11,620	15,000	16,000	16,230	16,230	
0104	Overtime Wages	4,782	10,000	12,000	10,000	10,000	10,000	
0110	Health Insurance	3,043	6,730	7,500	8,480	8,480	8,480	
0111	Fringes	2,234	4,370	5,460	5,250	5,300	5,300	
0124	Meal Allowance	100	150	250	150	150	150	
0219	Maintenance of Land	12,672	16,000	16,000	16,500	16,500	16,500	
0222	Electricity	1,042	2,100	2,100	2,100	2,100	2,100	
0226	Storm Water	4,966	4,500	5,000	5,420	5,420	5,420	
0236	Outside Services	6,892	4,000	4,000	4,000	4,000	4,000	
0237	Pest Control	390	300	400	300	300	300	
0251	Rental	16,640	17,000	17,000	17,000	17,000	17,000	
0293	Maint of Motor Veh/Fleet	12,121	11,000	11,000	12,100	12,100	12,100	
0294	Oil and Fluids/Fleet	0	100	100	110	110	110	
0296	Maint of Oper Eq/Fleet	773	600	600	660	660	660	
0310	Gasoline & Oil	394	1,300	1,000	1,000	1,000	1,000	
0332	Salt & Stone Chips	1,500	500	500	500	500	500	
0333	All Other Supplies	350	200	200	200	200	200	
	PARKING LOTS	74,017	90,470	98,110	99,770	100,050	100,050	9,580

CITY OF NEENAH
OPERATING BUDGET
***** PARKING EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>PARKING RAMP - CANAL (7705-738)</u>								
0101	Salaries	4,420	4,640	4,640	4,780	4,780	4,780	
0102	Full Time Hourly Wages	2,950	6,330	6,500	7,000	7,100	7,100	
0110	Health Insurance	2,648	3,230	2,170	3,670	3,670	3,670	
0111	Fringes	1,529	2,230	2,260	2,410	2,430	2,430	
0214	Maint of Buildings	16,764	18,000	18,000	18,000	18,000	18,000	
0216	Maint of Operating Equip	0	100	100	100	100	100	
0221	Telephone	465	470	470	470	470	470	
0222	Electricity	31,396	36,500	36,500	36,500	36,500	36,500	
0224	Water & Sewer	3,892	4,620	4,620	4,620	4,620	4,620	
0226	Storm Water	1,176	1,180	1,180	1,220	1,220	1,220	
0236	Outside Services	30,660	30,000	30,000	31,000	31,000	31,000	
0237	Pest Control	1,043	1,600	1,600	1,600	1,600	1,600	
0238	Professional Services	0	250	250	250	250	250	
0242	Permits	0	50	50	50	50	50	
0296	Maint of Oper Eq/Fleet	126	330	330	360	360	360	
0306	Cleaning/Janitor Supplies	141	750	750	750	750	750	
0314	Building Maint. Supplies	1,490	1,500	1,500	1,500	1,500	1,500	
0316	Equipment Maint. Supplies	18	500	400	500	500	500	
0319	Safety Supplies	175	50	590	100	100	100	
0320	Small Tools	90	350	250	250	250	250	
0332	Salt & Stone Chips	7,573	9,000	9,000	9,000	9,000	9,000	
0333	All Other Supplies	37	100	1,030	100	100	100	
0344	Small Equipment	147	250	250	250	250	250	
0501	Vandalism	1,227	100	200	100	100	100	
	PARKING RAMP - CANAL	107,967	122,130	122,640	124,580	124,700	124,700	2,570
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<u>TRANSFER TO GENERAL FUND (9910-999)</u>								
9999	Transfers	0	0	0	160,000	0	0	
	TRANSFER TO GENERAL FUND	0	0	0	160,000	0	0	0
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TOTAL PARKING		234,472	301,840	271,430	479,300	319,700	319,700	17,860
								Percent Budget Change 5.92%

CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS

Department/Office:	Budget:
Finance	Sewer Utility Fund
Program:	Submitted by:
Enterprise/Other Funds	G. Kaiser/A. Kahl

Sanitary Sewer Utility Fund
2024 Adopted 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

	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Fund Balance, January 1	\$4,893,375	\$4,971,520	\$4,971,520	\$4,599,910	\$4,599,910	\$4,599,910
REVENUES						
User Fees	\$4,510,136	\$4,600,000	\$4,700,000	\$4,700,000	\$4,700,000	\$4,700,000
Interest	19,317	10,000	150,000	75,000	75,000	75,000
Industrial Testing Fees	33,840	35,000	35,000	35,000	35,000	35,000
Sewer Assessments	116,967	175,000	150,000	150,000	150,000	150,000
Proceeds From Borrowing	1,530,000	2,117,500	2,120,000	3,407,500	2,837,500	2,837,500
Miscellaneous Revenues	43,628	45,000	45,000	45,000	45,000	45,000
Total Revenue	\$6,253,888	\$6,982,500	\$7,200,000	\$8,412,500	\$7,842,500	\$7,842,500
EXPENDITURES						
Treatment Plant Charges	\$2,562,076	\$2,736,570	\$2,654,600	\$3,097,840	\$3,097,840	\$3,097,840
Sewers/Lift Stations Maint.	293,570	311,190	311,190	323,640	323,640	323,640
T-V Sewer Insp. & Sealing	58,080	61,560	61,560	64,130	64,130	64,130
Administration/Overhead	611,850	648,560	648,560	674,700	674,700	674,700
Monthly Billings Charges	245,654	270,000	250,000	250,000	250,000	250,000
Ind. Wastewater Monitoring	33,840	35,000	35,000	35,000	35,000	35,000
City of Menasha Payment	74,019	50,000	50,000	25,000	25,000	25,000
Legal & Miscellaneous	14,208	15,000	15,000	15,000	15,000	15,000
Capital Expense	933,179	2,117,500	2,117,500	3,407,500	3,187,500	3,187,500
Debt Service Payments	1,349,267	1,378,720	1,428,200	1,509,180	1,509,180	1,509,180
Total Expenditures	\$6,175,743	\$7,624,100	\$7,571,610	\$9,401,990	\$9,181,990	\$9,181,990
Excess Revenues Over (Under) Expenditures	\$78,145	(\$641,600)	(\$371,610)	(\$989,490)	(\$1,339,490)	(\$1,339,490)
Fund Balance, December 31	\$4,971,520	\$4,329,920	\$4,599,910	\$3,610,420	\$3,260,420	\$3,260,420

CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS

Department/Office: Public Works & Utilities	Budget: Storm Water Utility
Program: Enterprise/Other Funds	Submitted by: G. Kaiser

Storm Water Management Utility
2024 Adopted 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.

	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Fund Balance, January 1	\$3,272,467	\$2,743,485	\$2,743,485	\$2,630,025	\$2,630,025	\$2,630,025
<u>REVENUES</u>						
User Fees	1,796,670	\$1,780,000	\$1,800,000	\$2,000,000	\$2,000,000	\$2,000,000
Permit Fee	11,700	15,000	15,000	15,000	15,000	15,000
Interest	13,021	10,000	110,000	50,000	50,000	50,000
Def. Sewer Hook-Up Charge/ Mains	179,645	15,000	15,000	15,000	15,000	15,000
Proceeds from Borrowing	1,120,000	991,000	990,000	1,210,000	1,110,000	1,110,000
WDNR Grant	0	0	150,000	0	0	0
Miscellaneous Revenues	158,403	15,000	15,000	15,000	15,000	15,000
Total Revenue	\$3,279,439	\$2,826,000	\$3,095,000	\$3,305,000	\$3,205,000	\$3,205,000
<u>EXPENDITURES</u>						
Storm Sewer Operations	\$121,801	\$146,540	\$134,260	\$148,530	\$149,250	\$149,730
TV Sewers Insp/Sealing	0	6,260	3,270	3,260	3,270	3,270
Neenah Creek Control	226	6,780	3,930	6,610	6,660	6,680
Street Cleaning	164,386	185,400	165,130	184,750	185,560	185,920
Snow Hauling	43,768	107,650	106,100	107,100	107,580	107,800
Erosion Control Inspection	31,020	33,200	33,200	34,420	34,420	34,420
Detention Pond	77,907	88,760	90,430	91,860	91,970	92,020
Leaf Collection	181,323	178,320	178,310	194,200	195,180	195,630
Capital Expense	1,833,504	991,000	991,000	1,210,000	1,110,000	1,110,000
<i>Transfer to General Fund:</i>						
Utility Monthly Billings	67,570	77,000	77,100	78,200	78,200	78,200
PW Support/Overhead	475,240	503,750	503,750	524,050	524,050	524,050
Debt Service Payment	811,676	898,880	921,980	956,410	956,410	956,410
Total Expenditures	\$3,808,421	\$3,223,540	\$3,208,460	\$3,539,390	\$3,442,550	\$3,444,130
Excess Revenues Over (Under) Exp.	(\$528,982)	(\$397,540)	(\$113,460)	(\$234,390)	(\$237,550)	(\$239,130)
Ending Fund Balance as 12/31	\$2,743,485	\$2,345,945	\$2,630,025	\$2,395,635	\$2,392,475	\$2,390,895

CITY OF NEENAH
OPERATING BUDGET
***** STORM WATER EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
STORM SEWER MANAGEMENT								
<u>SEWER OPERATION (3901-733)</u>								
0102	Full Time Hourly Wages	41,273	54,060	45,000	54,000	54,600	55,000	
0104	Overtime Wages	157	1,000	1,200	1,000	1,000	1,000	
0110	Health Insurance	14,809	16,970	16,970	17,940	17,940	17,940	
0111	Fringes	8,470	11,070	9,290	11,100	11,220	11,300	
0115	Schools/Seminars/Training	0	200	200	600	600	600	
0124	Meal Allowance	0	20	0	0	0	0	
0204	Conferences & Meetings	274	350	780	0	0	0	
0207	Dues & Memberships	2,430	2,550	2,500	2,580	2,580	2,580	
0222	Electricity	716	920	920	950	950	950	
0224	Water & Sewer	1,554	1,950	1,950	1,950	1,950	1,950	
0236	Outside Services	9,386	8,500	9,000	8,500	8,500	8,500	
0238	Professional Services	0	4,000	3,000	4,000	4,000	4,000	
0245	License Fees	4,000	4,000	4,000	4,000	4,000	4,000	
0258	GIS Services/Internal	13,620	15,050	15,050	15,800	15,800	15,800	
0293	Maint of Motor Veh/Fleet	9,121	6,000	6,000	6,600	6,600	6,600	
0294	Oil and Fluids/Fleet	83	750	750	830	830	830	
0296	Maint of Oper Eq/Fleet	866	2,750	2,750	3,030	3,030	3,030	
0301	Office Supplies	47	50	50	50	50	50	
0310	Gasoline & Oil	6,760	9,200	8,000	8,200	8,200	8,200	
0313	Motor Vehicles Maint. Sup	0	50	50	50	50	50	
0316	Equipment Maint. Supplies	0	150	150	150	150	150	
0319	Safety Supplies	327	300	300	300	300	300	
0320	Small Tools	27	300	300	300	300	300	
0331	Sand Gravel Hot/Cold Mix	4,617	1,750	1,750	2,000	2,000	2,000	
0333	All Other Supplies	2,552	3,000	2,500	3,000	3,000	3,000	
0339	Tires & Tire Maintenance	446	1,000	1,200	1,000	1,000	1,000	
0344	Small Equipment	0	100	100	100	100	100	
0588	Uncollectible Write Offs	266	500	500	500	500	500	
	SEWER OPERATION	121,801	146,540	134,260	148,530	149,250	149,730	3,190
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<u>TV STORM SEWERS (3902-733)</u>								
0102	Full Time Hourly Wages	0	520	500	500	510	510	
0110	Health Insurance	0	160	160	160	160	160	
0111	Fringes	0	110	110	100	100	100	
0236	Outside Services	0	5,000	2,000	2,000	2,000	2,000	
0238	Professional Services	0	500	500	500	500	500	
	TV STORM SEWERS	0	6,290	3,270	3,260	3,270	3,270	(3,020)
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<u>NEENAH CREEK CONTROLS (3903-733)</u>								
0102	Full Time Hourly Wages	144	4,160	2,000	4,000	4,040	4,060	
0110	Health Insurance	52	1,280	1,280	1,300	1,300	1,300	
0111	Fringes	30	840	400	810	820	820	
0236	Outside Services	0	500	250	500	500	500	
	NEENAH CREEK CONTROLS	226	6,780	3,930	6,610	6,660	6,680	(100)
<hr/>								
<u>STREET CLEANING (3904-733)</u>								
0102	Full Time Hourly Wages	49,512	64,470	55,000	60,000	60,670	60,970	
0104	Overtime Wages	279	100	200	100	100	100	
0110	Health Insurance	17,837	19,880	19,880	19,610	19,610	19,610	
0111	Fringes	10,173	12,960	11,010	12,130	12,270	12,330	
0224	Water & Sewer	5,509	6,090	5,600	6,000	6,000	6,000	
0236	Outside Services	0	500	500	500	500	500	
0243	Tipping Fees	24,059	30,000	20,000	30,000	30,000	30,000	
0293	Maint of Motor Veh/Fleet	35,380	33,000	33,000	37,400	37,400	37,400	
0294	Oil and Fluids/Fleet	360	600	740	660	660	660	
0296	Maint of Oper Eq/Fleet	411	1,100	2,500	1,650	1,650	1,650	
0310	Gasoline & Oil	20,280	16,000	16,000	16,000	16,000	16,000	
0313	Motor Vehicles Maint. Sup	0	100	100	100	100	100	
0339	Tires & Tire Maintenance	586	600	600	600	600	600	
	STREET CLEANING	164,386	185,400	165,130	184,750	185,560	185,920	520

CITY OF NEENAH
OPERATING BUDGET
***** STORM WATER EXPENDITURES DETAIL BY TYPE OF ACTIVITY *****
FOR FISCAL YEAR 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
FUND CHARGES (3905-733)								
0232	Auditing Services	4,925	5,000	5,100	5,200	5,200	5,200	
0555	Billing & Admin. Fees	71,266	72,000	72,000	73,000	73,000	73,000	
9252	Pension Cost	(8,621)	0	0	0	0	0	
	FUND CHARGES	67,570	77,000	77,100	78,200	78,200	78,200	1,200
SNOW HAULING (3906-733)								
0102	Full Time Hourly Wages	15,973	34,310	40,000	36,000	36,400	36,580	
0104	Overtime Wages	6,436	20,000	13,000	16,000	16,000	16,000	
0110	Health Insurance	4,448	16,970	16,970	16,960	16,960	16,960	
0111	Fringes	4,626	11,070	10,800	10,490	10,570	10,610	
0124	Meal Allowance	116	300	300	300	300	300	
0236	Outside Services	0	1,000	800	1,000	1,000	1,000	
0293	Maint of Motor Veh/Fleet	10,585	18,000	18,000	19,800	19,800	19,800	
0296	Maint of Oper Eq/Fleet	584	5,500	5,500	6,050	6,050	6,050	
0339	Tires & Tire Maintenance	1,000	500	730	500	500	500	
	SNOW HAULING	43,768	107,650	106,100	107,100	107,580	107,800	150
EROSION CONTROL (3907-733)								
0101	Salaries	21,220	22,070	22,070	22,730	22,730	22,730	
0110	Health Insurance	5,520	5,310	5,310	5,680	5,680	5,680	
0111	Fringes	4,280	4,380	4,380	4,570	4,570	4,570	
0115	Schools/Seminars/Training	0	200	200	400	400	400	
0204	Conferences & Meetings	0	200	200	0	0	0	
0207	Dues & Memberships	0	40	40	40	40	40	
0236	Outside Services	0	1,000	1,000	1,000	1,000	1,000	
	EROSION CONTROL	31,020	33,200	33,200	34,420	34,420	34,420	1,220
DETENTION POND (3908-733)								
0102	Full Time Hourly Wages	5,434	11,440	7,000	8,000	8,090	8,130	
0110	Health Insurance	1,952	3,520	3,520	2,610	2,610	2,610	
0111	Fringes	1,109	2,300	1,410	1,610	1,630	1,640	
0216	Maint of Operating Equip	8,507	1,000	1,000	1,000	1,000	1,000	
0222	Electricity	12,470	16,000	16,000	16,000	16,000	16,000	
0236	Outside Services	29,699	38,000	45,000	45,000	45,000	45,000	
0238	Professional Services	18,497	15,000	15,000	16,000	16,000	16,000	
0293	Maint of Motor Veh/Fleet	239	550	550	610	610	610	
0296	Maint of Oper Eq/Fleet	0	750	750	830	830	830	
0333	All Other Supplies	0	200	200	200	200	200	
	DETENTION POND	77,907	88,760	90,430	91,860	91,970	92,020	3,260
LEAF COLLECTION (3909-733)								
0102	Full Time Hourly Wages	56,108	67,590	68,000	73,000	73,820	74,190	
0104	Overtime Wages	16,691	10,000	10,000	10,000	10,000	10,000	
0110	Health Insurance	26,155	24,020	24,020	27,080	27,080	27,080	
0111	Fringes	14,919	15,650	15,730	16,750	16,910	16,990	
0236	Outside Services	0	200	200	200	200	200	
0243	Tipping Fees	0	1,000	1,000	1,000	1,000	1,000	
0293	Maint of Motor Veh/Fleet	16,642	14,000	14,000	16,500	16,500	16,500	
0294	Oil and Fluids/Fleet	934	660	660	770	770	770	
0296	Maint of Oper Eq/Fleet	28,184	26,000	26,000	29,700	29,700	29,700	
0310	Gasoline & Oil	20,626	15,000	15,000	15,500	15,500	15,500	
0316	Equipment Maint. Supplies	300	2,500	2,000	2,000	2,000	2,000	
0333	All Other Supplies	155	200	200	200	200	200	
0339	Tires & Tire Maintenance	609	1,500	1,500	1,500	1,500	1,500	
	LEAF COLLECTION	181,323	178,320	178,310	194,200	195,180	195,630	17,310
TRANSFER TO GENERAL FUND (9910-999)								
0999	Transfers	475,240	503,750	503,750	524,050	524,050	524,050	
	TRANSFER TO GENERAL FUND	475,240	503,750	503,750	524,050	524,050	524,050	20,300
STORM SEWER MANAGEMENT		1,163,241	1,333,690	1,295,480	1,372,980	1,376,140	1,377,720	44,030
							Percent Budget Change	3.30%

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office:	Budget:
Water	Water Utility
Program:	Submitted by:
Enterprise Funds	Anthony Mach

Water Utility
2024 Adopted 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 2023 mid-year Replacement Reserve Totals reported are \$3,531,958. In 2024, the Utility will use funds from the account to pay for several maintenance projects including refurbishment of critical pumps and dredging the sludge lagoon. Revenues for 2023 are reflecting continued growth due to positive economic recovery and increased interest from investments.

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 2023 include the replacement of water mains and services on River Street, High Street, Burr Avenue, Chestnut Street, Dieckhoff Street, Laudan Boulevard, Brantwood Drive, Brantwood Court, Charles Court, Hughes Court, Memorial Court and Patrick Court. In addition, the Utility has completed replacements of lead service lines in conjunction with Private Lead Service Line Replacement Funding. The west side booster station building contract has been let and staff are eagerly awaiting the start of this project. The Cecil Street Water Tower Painting Project began in August with a completion scheduled for mid-September. Staff are currently working on plans and specifications for the Oak Street Bridge Main Crossing and replacement of the Carbon Dioxide Storage Tank. Developments in the west side of the city continue in the Homes at Freedom Meadows and Freedom Acres subdivisions.

Goals for 2024 include the replacement of water mains and services on Quarry Lane, E. Doty Avenue, Stevens Street, Cedar Street, Belmont Avenue, Belmont Court, Bayview Road, Reed Street and the easement properties along S. Park Avenue. In addition, we are planning on relaying the Sludge Line and four intersections along S. Commercial Street in anticipation of the 2025 road reconstruction. This will allow us to continue to provide exceptional water service 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	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Water Sales						
Unmetered Sales						
Sales to General Customers	\$6,642	\$7,500	\$8,000	\$7,500	\$7,500	\$7,500
Public Fire Protection	\$1,718,723	\$1,707,000	\$1,707,000	\$1,715,000	\$1,715,000	\$1,715,000
Private Fire Protection	\$137,510	\$137,000	\$137,000	\$137,000	\$137,000	\$137,000
Total Unmetered Sales	\$1,862,875	\$1,851,500	\$1,852,000	\$1,859,500	\$1,859,500	\$1,859,500
Metered Sales						
Residential	\$3,125,325	\$3,150,000	\$3,150,000	\$3,166,000	\$3,166,000	\$3,166,000
Multi Family Residential	\$154,863	\$160,000	\$160,000	\$160,800	\$160,800	\$160,800
Commercial	\$895,112	\$840,000	\$840,000	\$840,000	\$840,000	\$840,000
Industrial	\$1,869,220	\$1,666,500	\$1,700,000	\$1,683,000	\$1,683,000	\$1,683,000
Public Authority	\$135,112	\$128,500	\$128,500	\$128,500	\$128,500	\$128,500
Total Metered Sales	\$6,179,632	\$5,945,000	\$5,978,500	\$5,978,300	\$5,978,300	\$5,978,300
Total Sales of Water	\$8,042,507	\$7,796,500	\$7,830,500	\$7,837,800	\$7,837,800	\$7,837,800

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Water	Budget: Water Utility
Program: Enterprise Funds	Submitted by: Anthony Mach

	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Other Revenues						
Other Operating Revenues						
Forfeited Discounts	\$60,657	\$60,000	\$60,000	\$63,000	\$63,000	\$63,000
Miscellaneous Service	\$29,450	\$25,600	\$19,200	\$23,600	\$23,600	\$23,600
Rentals	\$115,485	\$118,000	\$165,500	\$131,800	\$131,800	\$131,800
Other	\$63,608	\$47,000	\$50,600	\$48,800	\$48,800	\$48,800
Total Other Operating Revenues	\$269,200	\$250,600	\$295,300	\$267,200	\$267,200	\$267,200
Income						
Merchandising & Jobbing	\$11,230	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Interest	-\$116,147	\$75,000	\$440,000	\$250,000	\$250,000	\$250,000
P-Card Rebate	\$13,646	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
Amort. On Long-term Debt Discounts	\$2,521	\$2,520	\$2,520	\$2,520	\$2,520	\$2,520
Miscellaneous Non-Operating	\$429,575	\$0	\$0	\$0	\$0	\$0
Total Income	\$340,825	\$95,520	\$460,520	\$270,520	\$270,520	\$270,520
Total Other Revenues	\$610,025	\$346,120	\$755,820	\$537,720	\$537,720	\$537,720
Total Sales and Other Revenues	<u>\$8,652,532</u>	<u>\$8,142,620</u>	<u>\$8,586,320</u>	<u>\$8,375,520</u>	<u>\$8,375,520</u>	<u>\$8,375,520</u>

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Water	Budget: Water Utility
Program: Enterprise Funds	Submitted by: Anthony Mach

Expenses	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Maintenance Expenses						
Source of Supply						
Supervision and Engineering	\$11,127	\$15,400	\$11,000	\$15,400	\$15,400	\$15,400
Lake and River Intake	\$0	\$20,000	\$18,000	\$20,000	\$20,000	\$20,000
Total Source of Supply	\$11,127	\$35,400	\$29,000	\$35,400	\$35,400	\$35,400
Pumping Expenses						
Supervision and Engineering	\$15,638	\$15,000	\$11,000	\$15,000	\$15,000	\$15,000
Structures and Improvements	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Power and Production Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Pumping Equipment	\$3,129	\$25,500	\$0	\$0	\$0	\$0
Total Pumping Expense	\$18,767	\$41,500	\$12,000	\$16,000	\$16,000	\$16,000
Water Treatment Expenses						
Supervision and Engineering	\$33,946	\$30,000	\$30,000	\$33,000	\$33,000	\$33,000
Structures and Improvements	\$531,843	\$150,000	\$150,000	\$600,000	\$600,000	\$600,000
Water Treatment Equipment	\$125,058	\$475,000	\$130,000	\$140,000	\$140,000	\$140,000
Total Water Treatment Exp.	\$690,847	\$655,000	\$310,000	\$773,000	\$773,000	\$773,000
Distribution Expenses						
Supervision and Engineering	\$11,895	\$30,000	\$15,000	\$33,000	\$33,000	\$33,000
Structures and Improvements	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Reservoir and Standpipes	\$1,420	\$520,000	\$520,000	\$2,000	\$2,000	\$2,000
Mains	\$188,212	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
Services	\$77,718	\$100,000	\$25,000	\$100,000	\$100,000	\$100,000
Meters	\$2,164	\$11,000	\$1,000	\$11,000	\$11,000	\$11,000
Hydrants	\$28,109	\$40,000	\$10,000	\$40,000	\$40,000	\$40,000
Miscellaneous Plant	-\$568	\$0	\$0	\$0	\$0	\$0
Total Distribution Expenses	\$308,950	\$956,000	\$826,000	\$441,000	\$441,000	\$441,000
General Plant						
SCADA	\$0	\$0	\$0	\$0	\$0	\$0
Total General Plant	\$0	\$0	\$0	\$0	\$0	\$0
Total Maintenance Expenses	\$1,029,691	\$1,687,900	\$1,177,000	\$1,265,400	\$1,265,400	\$1,265,400

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Water	Budget: Water Utility
Program: Enterprise Funds	Submitted by: Anthony Mach

Expenses	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Operations Expenses						
Source of Supply						
O & M Supervision	\$2,782	\$4,500	\$4,500	\$5,000	\$5,000	\$5,000
Labor & Other Expenses	\$0	\$500	\$500	\$500	\$500	\$500
Total Source of Supply	\$2,782	\$5,000	\$5,000	\$5,500	\$5,500	\$5,500
Pumping Expenses						
O & M Supervision	\$13,001	\$13,500	\$13,500	\$15,000	\$15,000	\$15,000
Fuel or Power for Pumping	\$137,723	\$140,000	\$140,000	\$150,000	\$150,000	\$150,000
Pumping Labor & Expenses	\$99,606	\$90,300	\$90,000	\$100,000	\$100,000	\$100,000
Miscellaneous Expenses	\$17,155	\$15,000	\$17,000	\$22,500	\$22,500	\$22,500
Total Pumping Expense	\$267,485	\$258,800	\$260,500	\$287,500	\$287,500	\$287,500
Water Treatment Expenses						
O & M Supervision	\$29,399	\$36,000	\$31,000	\$40,000	\$40,000	\$40,000
Chemicals	\$466,895	\$520,000	\$550,000	\$575,000	\$575,000	\$575,000
Treatment Labor & Expenses	\$350,037	\$312,000	\$310,000	\$350,000	\$350,000	\$350,000
Miscellaneous Expenses	\$78,061	\$90,600	\$90,600	\$95,000	\$95,000	\$95,000
Commercial Dumpster	\$970	\$1,200	\$1,200	\$1,400	\$1,400	\$1,400
Total Water Treatment Exp.	\$925,362	\$959,800	\$982,800	\$1,061,400	\$1,061,400	\$1,061,400
Distribution Expenses						
O & M Supervision	\$15,300	\$26,500	\$10,000	\$26,500	\$26,500	\$26,500
Storage Facility Expenses	\$6,360	\$10,800	\$7,000	\$10,800	\$10,800	\$10,800
Water Main Expenses	\$133,511	\$105,000	\$105,000	\$115,500	\$115,500	\$115,500
Meter Expenses	\$36,931	\$110,000	\$476,000	\$20,000	\$20,000	\$20,000
Customer Installation	\$31,955	\$38,000	\$32,000	\$38,000	\$38,000	\$38,000
Miscellaneous Expenses	\$83,225	\$77,000	\$77,000	\$85,000	\$85,000	\$85,000
Total Distribution Expenses	\$307,282	\$367,300	\$707,000	\$295,800	\$295,800	\$295,800
Customer Accounts Expenses						
Supervision	\$14,098	\$25,500	\$15,000	\$25,500	\$25,500	\$25,500
Meter Reading	\$9,363	\$24,500	\$14,000	\$24,500	\$24,500	\$24,500
Customer Records & Collection	\$163,246	\$107,100	\$127,000	\$128,500	\$128,500	\$128,500
Uncollectible Accounts	\$3,453	\$3,000	\$2,000	\$3,000	\$3,000	\$3,000
Total Customer Expenses	\$190,160	\$160,100	\$158,000	\$181,500	\$181,500	\$181,500
Total Operations Expenses	\$1,693,071	\$1,751,000	\$2,113,300	\$1,831,700	\$1,831,700	\$1,831,700

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Water	Budget: Water Utility
Program: Enterprise Funds	Submitted by: Anthony Mach

Expenses	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Admin & General Expenses						
Admin & General Salaries	\$222,714	\$216,000	\$216,000	\$260,000	\$260,000	\$260,000
Office Supplies & Expenses	\$4,544	\$8,000	\$8,000	\$8,800	\$8,800	\$8,800
Outside Services	\$4,169	\$100,000	\$10,000	\$100,000	\$100,000	\$100,000
Auditing Services	\$15,594	\$14,500	\$14,500	\$16,000	\$16,000	\$16,000
Property Insurance	\$29,005	\$33,000	\$30,280	\$32,000	\$32,000	\$32,000
Liability Insurance	\$36,374	\$44,000	\$37,000	\$44,000	\$44,000	\$44,000
Rent	\$11,220	\$11,700	\$11,800	\$12,300	\$12,300	\$12,300
Pensions & Benefits/OPEB	\$387,307	\$415,000	\$390,000	\$415,000	\$415,000	\$415,000
Miscellaneous Expenses	\$19,576	\$30,900	\$30,900	\$37,000	\$37,000	\$37,000
Special Reserves & Escrow	\$0	\$48,740	\$0	\$35,470	\$35,470	\$35,470
Regulatory Commission	\$0	\$0	\$10,000	\$0	\$0	\$0
Total Admin & Gen. Expenses	\$730,503	\$921,840	\$758,480	\$960,570	\$960,570	\$960,570
Total Maintenance Expenses	\$1,029,691	\$1,687,900	\$1,177,000	\$1,265,400	\$1,265,400	\$1,265,400
Total Operations Expenses	\$1,693,071	\$1,751,000	\$2,113,300	\$1,831,700	\$1,831,700	\$1,831,700
Depreciation	\$1,448,164	\$1,600,000	\$1,650,000	\$1,650,000	\$1,650,000	\$1,650,000
Tax Expense						
PILOT	\$971,373	\$1,005,450	\$1,005,450	\$1,158,150	\$1,158,150	\$1,158,150
PSC Remainder Assessment	\$7,973	\$11,500	\$11,500	\$12,600	\$12,600	\$12,600
Payroll Tax	\$73,061	\$82,000	\$75,000	\$82,000	\$82,000	\$82,000
DNR Lake Withdrawal Fees	\$6,026	\$6,300	\$6,100	\$6,700	\$6,700	\$6,700
Transportation Fee	\$667	\$790	\$670	\$1,180	\$1,180	\$1,180
Total Tax Expense	\$1,059,100	\$1,106,040	\$1,098,720	\$1,260,630	\$1,260,630	\$1,260,630
Total Operating Expenses	\$5,960,529	\$7,066,780	\$6,797,500	\$6,968,300	\$6,968,300	\$6,968,300
Non-Operating Expenses						
Interest on Long-term Debt	\$116,925	\$77,020	\$126,110	\$90,090	\$90,090	\$90,090
Amortization on Long-term Debt	\$0	\$0	\$0	\$0	\$0	\$0
Other Income Deductions	\$151,866	\$150,000	\$150,000	\$155,000	\$155,000	\$155,000
Borrowing Expense (Refunding)	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Bond Retirement	\$2,198,470	\$2,249,260	\$2,249,260	\$1,718,410	\$1,718,410	\$1,718,410
Total Non-Operating Expenses	\$2,467,261	\$2,476,280	\$2,525,370	\$1,963,500	\$1,963,500	\$1,963,500
Total Expenses	\$8,427,790	\$9,543,060	\$9,322,870	\$8,931,800	\$8,931,800	\$8,931,800

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Water	Budget: Water Utility
Program: Enterprise Funds	Submitted by: Anthony Mach

Neenah Water Utility Operating Budget Summary

Category	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Total Sales of Water	\$8,042,507	\$7,796,500	\$7,830,500	\$7,837,800	\$7,837,800	\$7,837,800
Total Other Revenues	\$610,025	\$346,120	\$755,820	\$537,720	\$537,720	\$537,720
Borrowed For Operations	\$0	\$0	\$0	\$0	\$0	\$0
Total Sales and Other Revenues	\$8,652,532	\$8,142,620	\$8,586,320	\$8,375,520	\$8,375,520	\$8,375,520
Depreciation	\$1,448,164	\$1,600,000	\$1,650,000	\$1,650,000	\$1,650,000	\$1,650,000
Admin and General Expenses	\$730,503	\$921,840	\$758,480	\$960,570	\$960,570	\$960,570
Maintenance Expenses	\$1,029,691	\$1,687,900	\$1,177,000	\$1,265,400	\$1,265,400	\$1,265,400
Operation Expenses	\$1,693,071	\$1,751,000	\$2,113,300	\$1,831,700	\$1,831,700	\$1,831,700
Tax Expense	\$1,059,100	\$1,106,040	\$1,098,720	\$1,260,630	\$1,260,630	\$1,260,630
Total Operating Expenses	\$4,512,365	\$5,466,780	\$5,147,500	\$5,318,300	\$5,318,300	\$5,318,300
Total Non-Operating Expenses	\$2,467,261	\$2,476,280	\$2,525,370	\$1,963,500	\$1,963,500	\$1,963,500
Total Expenses	\$8,427,790	\$9,543,060	\$9,322,870	\$8,931,800	\$8,931,800	\$8,931,800
Other Funds Available						
Revenue Bond	\$0	\$0	\$0	\$0	\$0	\$0
Assessments	\$0	\$0	\$0	\$0	\$0	\$0
Total Other Funds Available	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenses						
Utility Funded CIP Not Included Above	\$1,927,600	\$3,882,000	\$3,882,000	\$2,708,000	\$2,708,000	\$2,708,000
Projects Paid By Revenue Bond	\$0	\$0	\$0	\$0	\$0	\$0
Total Other Expenses	\$1,927,600	\$3,882,000	\$3,882,000	\$2,708,000	\$2,708,000	\$2,708,000

**CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES**

Department/Office:
Water Utilities
Program:
Enterprise Fund

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly		Grade/Monthly	
	Sal./Hr. Rate	No.	Sal./Hr. Rate	No.
FULL TIME				
Director of Water Utilities	18	1.00	18	1.00
Water Distribution Mgr.	13	1.00	13	1.00
Water Treatment Manager	13	1.00	13	1.00
Distribution Maint. Tech II	10	1.00	10	1.00
Plant Electrical Technician	10	1.00	10	1.00
Plant Operators & Relief	10	6.00	10	6.00
Plant Mechanical Technician	8	1.00	8	1.00
Distribution Maint. Tech I	8	5.00	8	5.00
Subtotal		17.00		17.00
PART-TIME				
Administrative Assistant (1033 Hrs)	7	0.53	7	0.53
TOTAL	XXX	17.53	XXX	17.53

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

	2022 Actual	2023 Budget	2024 Requested	% Increase	2022 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 681,160	\$ 734,580	\$ 847,720	15.40%	\$ 773,990	5.36%	\$ 776,470	5.70%

No. of Employees (FTE)	5	5	6	20.00%	5	0%	5	0%
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Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended

\$ (73,730)

Mayor's Comments:

The Information Systems (I/S) department's 2024 budget included a request for a new Help Desk Support Technician with an annual cost of \$70,690. Due to operating budget constraints, I can not recommend a position being added in this department. Reductions to the I/S expenditure budget decrease the transfers needed from departments, as I/S allocates their costs out to all of the departments that they serve.

Because I highly value our City of Neenah employees and consider them to be our most important resource, I added a 2% cost-of-living adjustment in July 2024. This will be in addition to the already requested 1.5% step increase in January 2024. This equated to an additional \$25,580 of salary and fringe in this department.

While preparing the budget, we were at a 12% increase in health insurance. Thanks to the diligence and dedication of our new Director of Human Resources, we were able to work with our insurance broker to accomplish an overall 9.68% increase, which is a decrease of 2.32%. This will result in cost savings of \$20,620 for this department.

I am recommending the City defer the annual fund transfer from the I/S fund to the general fund in the amount of \$8,000 due to the application of ARPA dollars in the General Fund for public safety costs in 2024.

Council Amendment

\$ 2,480

An additional 1% wage increase on July 1 to all non-union employees was approved, amounting to a \$2,480 increase of wages and fringe.

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CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS

Department/Office: Information Systems	Budget: Information Systems Internal Service Fund
Program: Internal Service	Submitted by: Joseph L. Wenninger

Information Systems Internal Service Fund
2024 Adopted 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 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) 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.

*The portion of the charge applicable to pro-rated CIP budget costs was eliminated in the proposed 2024 budget.

	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	\$75,869	\$90,603	\$90,603	\$155,463	\$155,463	\$155,463
REVENUES						
Printer/Copy Charges	\$29,630	\$29,500	\$29,500	\$29,500	\$29,500	\$29,500
IS Service Charges	652,700	767,360	767,360	810,900	740,210	740,210
Miscellaneous Charges	13,564	4,870	5,870	5,120	5,120	5,120
Use of Carry Forward	0	20,000	0	0	0	0
Total Revenue	\$695,894	\$821,730	\$802,730	\$845,520	\$774,830	\$774,830
EXPENDITURES						
Operations	\$661,178	\$693,550	\$693,670	\$796,520	\$730,790	\$733,270
Training/Redundant Data	12,076	9,030	9,200	8,200	8,200	8,200
Capital Outlay	7,906	32,000	35,000	35,000	35,000	35,000
Transfer to General Fund	0	0	0	8,000	0	0
Total Expenditures	\$681,160	\$734,580	\$737,870	\$847,720	\$773,990	\$776,470
Excess Revenues Over (Under) Expenditures	\$14,734	\$87,150	\$64,860	(\$2,200)	\$840	(\$1,640)
Fund Balance, December 31	\$90,603	\$177,753	\$155,463	\$153,263	\$156,303	\$153,823

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
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.

2023 Accomplishments:

- Implemented Microsoft's O365 platform city wide.
- Performed AV upgrades/refreshes to the Council Chambers and two conference rooms at City Hall and the Training Center located at Fire 31.
- Enhanced security measures at city hall with physical security and event notification enhancements.
- ERP Initiative progress:
 - Utility Billing enhancements.
 - Business Licensing Customer Portal prepped for 2024 release.
 - Moved to Electronic Funds Transfers for vendor payments to increase security of payment by reducing check fraud.
 - Introduced an electronic approval process for invoices and provided access to invoice images from within the city's accounting system through an Accounts Payable (A/P) Automation project.
- Continued to review and strengthen the city's cybersecurity position by:
 - Implementing O365 Defender and Multi-Factor Authentication (MFA)
 - Locking down remote network access through firewall tools and rules.
 - Reviewing and modifying, where needed, all internal security processes.
 - Continuing to work towards level G2 of the CIS Critical Security Controls.
- Infrastructure and Device Equipment initiatives
 - Replaced the city's core switch, along with all edge switches and wireless access points.
 - Replaced 30% of the city's desktop and/or laptop devices.
 - Significantly expanded the city's Citrix footprint.
 - Replaced aging UPS devices city wide.
 - Replaced the aging storage solution at the city's redundant data center.
- Continued SMART Cities initiative of project identification and implementation, including build outs to the City's fiber network where beneficial.
- 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 participate and provide necessary technology support to ensure the success of LEAN initiatives.
- Continued American with Disabilities Act (ADA) website and customer portal remediation.

2024 Goals/Plans:

- Security Initiative
 - Replace the City's current Help Desk and Inventory solution with a product that also supports patch management and monitoring
 - Implement additional Center for Internet Security (CIS) tools to harden the City's computing environment
 - Continue to build staff security skillsets through education opportunities
 - Continue to review and modify all internal security processes
 - Continue to work towards CIS Critical Controls G2 level
- ERP Initiative
 - Implement an Employment Benefits Management Solution
 - Implement Purchasing and Inventory Module
 - Implement Fleet Management Module
 - Implement Work Orders Module
 - Initiate migration from CentralSquare on-premise solution to CentralSquare's Cloud environment
 - Continue to grow document imaging integrations between LaserFiche and CentralSquare ERP Modules

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Information Systems	Budget: Information Systems
Program: Internal Service	Submitted by: Joseph L. Wenninger

- Infrastructure and Device Initiatives
 - Replace/refresh 30% of desktop computers and laptops inventory
 - Continue to expand the City's Citrix footprint
 - Replace aging Air Conditioner in production data center
 - Assist the Police Department with the replacement of Mobile Data Computers in vehicles
- Continue SMART Cities initiative of project identification and implementation, including build outs to the City's fiber network where beneficial.
- 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.
- 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 2024 Adopted Budget:

Salaries/Health Insurance/Fringes:

An \$11,380 increase in health insurance due to the increase in premiums. A \$20,650 increase due to the approved wage increases approved for 2024.

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
INFORMATION SYSTEMS								
<u>OPERATIONS (1701-708)</u>								
0101	Salaries	389,717	407,200	407,230	464,050	425,750	427,850	
0110	Health Insurance	96,360	91,720	91,720	123,720	103,100	103,100	
0111	Fringes	68,576	72,680	72,690	82,620	75,810	76,190	
0115	Schools/Seminars/Training	2,276	7,500	6,700	8,500	8,500	8,500	
0123	Auto Allowance	1,043	870	720	850	850	850	
0128	Empl Recognition Awards	95	100	100	100	100	100	
	Personal Services	558,067	580,070	579,160	679,840	614,110	616,590	36,520
0203	Postage	0	30	10	30	30	30	
0204	Conferences & Meetings	124	400	110	0	0	0	
0207	Dues & Memberships	50	50	150	150	150	150	
0210	Maint of Hardware	7,691	10,000	8,800	8,000	8,000	8,000	
0218	Maint of Software	27,007	20,000	22,000	23,000	23,000	23,000	
0227	Cellular Telephone	944	1,000	950	1,000	1,000	1,000	
0235	Outside Software Services	12,118	27,000	27,000	27,000	27,000	27,000	
0236	Outside Services	1,640	1,500	1,800	1,500	1,500	1,500	
0251	Rental	4,798	4,800	4,800	4,800	4,800	4,800	
0254	Printer / Copies	27,784	29,500	29,500	29,500	29,500	29,500	
0263	Internet Access Services	14,662	13,500	13,290	14,000	14,000	14,000	
	Contractual Services	96,818	107,780	108,410	108,980	108,980	108,980	1,200
0301	Office Supplies	0	200	100	200	200	200	
0303	Computer Oper Supplies	775	1,000	1,000	1,000	1,000	1,000	
0343	Small Program Packages	0	500	0	500	500	500	
0347	Small Computer Hardware	5,518	4,000	5,000	6,000	6,000	6,000	
	Supplies & Materials	6,293	5,700	6,100	7,700	7,700	7,700	2,000
	OPERATIONS	661,178	693,550	693,670	796,520	730,790	733,270	39,720
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<u>TRAINING/REDUNDANT DATA (1710-708)</u>								
0214	Maintenance of Buildings	4,986	2,500	2,500	2,500	2,500	2,500	
0216	Maint of Operating Equip	0	0	0	0	0	0	
0222	Electricity	4,364	3,680	3,800	2,800	2,800	2,800	
0223	Natural Gas	2,186	2,300	2,300	2,300	2,300	2,300	
0224	Water & Sewer	272	300	300	300	300	300	
0225	Commercial Dumpster	16	0	50	50	50	50	
0226	Storm Water	252	250	250	250	250	250	
0236	Outside Services	0	0	0	0	0	0	
0237	Pest Control	0	0	0	0	0	0	
	Contractual Services	12,076	9,030	9,200	8,200	8,200	8,200	(830)
	TRAINING/REDUNDANT DATA	12,076	9,030	9,200	8,200	8,200	8,200	(830)
<hr/>								
<u>CAPITAL OUTLAY (1781-708)</u>								
8114	Computer Software Outlay	0	20,000	15,000	20,000	20,000	20,000	
8115	Computer Hardware Outlay	7,906	12,000	20,000	15,000	15,000	15,000	
	Capital Outlay	7,906	32,000	35,000	35,000	35,000	35,000	3,000
<hr/>								
<u>GENERAL FUND TRANSFERS</u>								
0999	Transfers	0	0	0	8,000	0	0	
	Transfers	0	0	0	8,000	0	0	0
<hr/>								
INFORMATION SYSTEMS		681,160	734,580	737,870	847,720	773,990	776,470	41,890
Percent Budget Change								5.70%

**CITY OF NEENAH
OPERATING BUDGET
INFORMATION SYSTEMS REVENUES
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>IS SERVICES</u>								
547-01	Common Council	4,730	9,660	9,660	11,810	10,450	10,450	
547-02	Mayor's Office	7,690	9,200	9,200	11,620	10,280	10,280	
547-05	Finance Department	38,150	40,040	40,040	45,780	40,490	40,490	
547-05	Utility Billing	10,080	11,040	11,040	12,880	11,390	11,390	
547-09	Attorney	12,980	13,650	13,650	15,910	14,070	14,070	
547-09	Human Resources	11,500	14,270	14,270	16,590	14,670	14,670	
547-09	City Clerk	10,720	16,030	16,030	16,500	14,590	14,590	
547-21	Police Operating	217,920	218,820	218,820	233,670	206,690	206,690	
547-21	School Liaison Program	8,890	10,510	10,510	14,350	12,690	12,690	
547-21	Code Enforcement	5,570	5,370	5,370	6,830	6,040	6,040	
547-23	Fire	128,100	133,100	133,100	118,500	118,500	118,500	
547-35	Public Works Adm	25,950	39,810	39,810	45,490	40,240	40,240	
547-37	Municipal Garage	13,120	24,080	24,080	26,160	23,140	23,140	
547-39	Fleet	15,000	21,300	21,300	19,300	19,300	19,300	
547-44	Parking Utility	0	0	0	7,000	7,000	7,000	
547-56	Water Utility	32,500	46,200	46,200	41,500	41,500	41,500	
547-81	Park & Rec Adm.	29,900	38,500	38,500	44,020	38,940	38,940	
547-88	Joint Municipal Court	12,500	13,500	13,500	12,400	12,400	12,400	
547-93	Community Development Opt	16,430	25,540	25,540	28,600	25,300	25,300	
547-93	Inspections	13,260	20,940	20,940	21,670	19,170	19,170	
547-93	Weights/Measures	0	0	0	0	0	0	
547-93	Assessor	14,530	20,090	20,090	23,130	20,460	20,460	
547-93	CD-GIS	10,000	18,300	18,300	17,080	15,110	15,110	
547-95	Library	8,040	8,020	8,020	9,470	8,380	8,380	
547-97	Cemetery	5,140	9,390	9,390	10,640	9,410	9,410	
547-98	City of Menasha	13,564	0	0	0	0	0	
547-99	Printer / Copies	29,630	29,500	29,500	29,500	29,500	29,500	
TOTAL IS REVENUES		695,894	796,860	796,860	840,400	769,710	769,710	(27,150)
							Percent Budget Change	-3.41%
<u>OTHER REVENUE</u>								
521-06	General Gov't Services	0	4,870	1,000	5,870	5,120	5,120	250
							Percent Budget Change	-100.00%
<u>APPLIED FUND BALANCE</u>		0	20,000	0	0	0	0	(20,000)
GRAND TOTAL		695,894	821,730	797,860	846,270	774,830	774,830	(46,900)
							Percent Budget Change	-5.71%

CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES

Department/Office:
Information Systems
Program:
Internal Service

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Director	19	1.00	19	1.00
Network Administrator	13	1.00	13	1.00
Programmer/Analyst	12	2.00	12	2.00
PC/Network Specialist	9	1.00	9	1.00
Help Desk Support Technician	-	-	-	-
Subtotal		5.00		5.00
TOTAL	XXX	5.00	XXX	5.00

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

Department Head

Chris Haese

Major Activities

Starting in 2024, the GIS budget will be absorbed into Community Development's budget in the City's General Fund.

Operating Budget Information/Number of Employees

	2022 Actual	2023 Budget	2024 Requested	% Increase	2022 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 112,893	\$ 126,820	\$ -	-100.00%	\$ -	-100.00%	\$ -	-100.00%

No. of Employees (FTE)	1	1	0	-100.00%	0	-100.00%	0	-100.00%
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Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recomendended

Mayor's Comments:

Starting in 2024, the GIS budget will be absorbed into Community Development's budget in the City's General Fund. The one (1) position for GIS is under the supervision of the Community Development department, thus the number of positions in Community Development went up by one and was reduced to zero here in the GIS Internal Service fund. In addition, the budget was reduced to zero in this fund.

Council Amendment

None

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CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS

Department/Office: Geographic Info Systems	Budget: Geographic Info Systems Internal Service Fund
Program: Internal Service	Submitted by: Chris Haese

Geographic Information Systems Internal Service Fund
2024 Adopted 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.

	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	<u>\$0</u>	<u>\$8,097</u>	<u>\$8,097</u>	<u>\$15,827</u>	<u>\$15,827</u>	<u>\$15,827</u>
<u>REVENUES</u>						
GIS Service Charges	<u>120,990</u>	<u>133,710</u>	<u>133,710</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Revenue	<u>\$120,990</u>	<u>\$133,710</u>	<u>\$133,710</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<u>EXPENDITURES</u>						
Operations	<u>\$112,893</u>	<u>\$126,820</u>	<u>\$125,980</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Expenditures	<u>\$112,893</u>	<u>\$126,820</u>	<u>\$125,980</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Excess Revenues Over (Under) Expenditures	<u>\$8,097</u>	<u>\$6,890</u>	<u>\$7,730</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Fund Balance, December 31	<u>\$8,097</u>	<u>\$14,987</u>	<u>\$15,827</u>	<u>\$15,827</u>	<u>\$15,827</u>	<u>\$15,827</u>

*2024 GIS Budget proposed to be absorbed into Community Development Budget in City's General Fund.

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
GEOGRAPHIC INFORMATION SYSTEMS								
<u>OPERATIONS (9303-801)</u>								
0101	Salaries	70,009	72,990	73,210	0	0	0	
0110	Health Insurance	19,320	19,280	19,280	0	0	0	
0111	Fringes	12,526	13,170	12,760	0	0	0	
0115	Schools/Seminars/Training	0	500	500	0	0	0	
0123	Auto Allowance	0	50	50	0	0	0	
	Personal Services	101,855	105,990	105,800	0	0	0	(105,990)
0204	Conferences & Meetings	0	200	0	0	0	0	
0210	Maintenance of Hardware	0	250	250	0	0	0	
0218	Maint of Software	0	250	250	0	0	0	
0227	Cellular Telephone	480	480	480	0	0	0	
0236	Outside Services	0	50	50	0	0	0	
0255	IS Services / Internal	10,000	18,300	18,300	0	0	0	
	Contractual Services	10,480	19,530	19,330	0	0	0	(19,530)
0303	Computer Oper Supplies	558	750	300	0	0	0	
0343	Small Program Packages	0	250	250	0	0	0	
0347	Small Computer Hardware	0	300	300	0	0	0	
	Supplies & Materials	558	1,300	850	0	0	0	(1,300)
	OPERATIONS	112,893	126,820	125,980	0	0	0	(126,820)
GEOGRAPHIC INFORMATION SYSTEMS		112,893	126,820	125,980	0	0	0	(126,820)

CITY OF NEENAH
OPERATING BUDGET
****GEOGRAPHIC INFORMATION SYSTEMS REVENUES****
FOR FISCAL YEAR 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>GIS SERVICES</u>								
547-01	Common Council	670	740	740	0	0	0	
547-02	Mayor's Office	1,110	1,230	1,230	0	0	0	
547-05	Finance Department	5,880	6,500	6,500	0	0	0	
547-05	Utility Billing	4,990	5,510	5,510	0	0	0	
547-09	Attorney	8,100	8,950	8,950	0	0	0	
547-09	Human Resources	670	740	740	0	0	0	
547-09	City Clerk	6,660	7,360	7,360	0	0	0	
547-21	Police Operating	12,010	13,270	13,270	0	0	0	
547-21	School Liaison Program	670	740	740	0	0	0	
547-21	Code Enforcement	670	740	740	0	0	0	
547-23	Fire	11,980	13,240	13,240	0	0	0	
547-35	Public Works Adm	21,470	23,730	23,730	0	0	0	
547-37	Municipal Garage	1,110	1,230	1,230	0	0	0	
547-39	Fleet	670	740	740	0	0	0	
547-49	Stormwater	13,620	15,050	15,050	0	0	0	
547-56	Water Utility	1,520	1,680	1,680	0	0	0	
547-81	Park & Rec Adm.	9,320	10,300	10,300	0	0	0	
547-88	Joint Municipal Court	670	740	740	0	0	0	
547-93	Community Development Opt	8,770	9,690	9,690	0	0	0	
547-93	Inspections	3,000	3,320	3,320	0	0	0	
547-93	Assessor	2,440	2,700	2,700	0	0	0	
547-97	Cemetery	4,990	5,510	5,510	0	0	0	
TOTAL GIS REVENUES		120,990	133,710	133,710	0	0	0	(133,710)

**CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES**

Department/Office: Geographic Info Systems
Program: Internal Service

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
GIS Coordinator*	10	1.00	-	-
OTHER COMPENSATION				
Accrued Wages	-		-	
TOTAL	XXX	1.00	XXX	-

*GIS Position currently in internal service fund.
Absorbed into Community Development Budget for 2024.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Public Works & Utilities	Budget: Fleet Division
Program: Internal Service/ Trust/Agency Funds	Submitted by: Gerry Kaiser

Fleet Maintenance Fund
2024 Adopted 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.

The 2024 budget request includes a 10 percent increase in departmental charges to account for the effects of inflation on Fleet Maintenance operations over the past several years.

	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	<u>\$273,118</u>	<u>\$244,492</u>	<u>\$197,432</u>	<u>\$187,142</u>	<u>\$187,142</u>	<u>\$187,142</u>
REVENUES						
Vehicle Maintenance Charges	\$694,425	\$693,320	\$718,410	\$786,480	\$786,480	\$786,480
Fuel Revenue	9,848	10,500	10,500	10,500	10,500	10,500
Total Revenue	<u>\$704,273</u>	<u>\$703,820</u>	<u>\$728,910</u>	<u>\$796,980</u>	<u>\$796,980</u>	<u>\$796,980</u>
EXPENDITURES						
Operations	<u>\$732,899</u>	<u>\$750,880</u>	<u>\$739,200</u>	<u>\$779,860</u>	<u>\$784,400</u>	<u>\$786,670</u>
Total Expenditures	<u>\$732,899</u>	<u>\$750,880</u>	<u>\$739,200</u>	<u>\$779,860</u>	<u>\$784,400</u>	<u>\$786,670</u>
Excess Revenues Over (Under) Expenditures	(\$28,626)	(\$47,060)	(\$10,290)	\$17,120	\$12,580	\$10,310
Fund Balance (Deficit), December 31	<u>\$244,492</u>	<u>\$197,432</u>	<u>\$187,142</u>	<u>\$204,262</u>	<u>\$199,722</u>	<u>\$197,452</u>

CITY OF NEENAH
OPERATING BUDGET
***** SUMMARY OF FLEET BY TYPE OF EXPENDITURE *****
FOR FISCAL YEAR 2024

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>PERSONAL SERVICES</u>								
0101	Salaries	77,643	81,750	81,790	83,690	87,460	89,350	
0102	Full Time Hourly Wages	274,588	262,540	250,670	274,430	274,430	274,430	
0104	Overtime Wages	1,990	3,000	6,000	4,000	4,000	4,000	
0110	Health Insurance	105,360	105,400	105,400	113,410	113,410	113,410	
0111	Fringes	73,286	71,590	69,770	74,510	75,280	75,660	
0115	Schools/Seminars/Training	0	750	500	500	500	500	
0117	Clothing Allowance	3,041	3,200	3,200	3,200	3,200	3,200	
0124	Meal Allowance	20	50	50	50	50	50	
0128	Empl Recognition Awards	0	0	100	0	0	0	
PERSONAL SERVICES		535,928	528,280	517,480	553,790	558,330	560,600	32,320
<u>CONTRACTUAL SERVICES</u>								
0214	Maint of Buildings	0	200	200	200	200	200	
0216	Maint of Operating Equip	1,580	1,000	1,000	1,000	1,000	1,000	
0218	Maintenance of Software	461	1,050	1,050	1,050	1,050	1,050	
0221	Telephone	146	150	190	190	190	190	
0222	Electricity	5,996	6,300	6,300	6,400	6,400	6,400	
0223	Natural Gas	5,790	4,200	5,000	5,150	5,150	5,150	
0224	Water & Sewer	4,131	5,150	4,500	5,000	5,000	5,000	
0226	Storm Water	1,806	1,810	1,810	1,810	1,810	1,810	
0227	Cellular Telephone	482	470	470	470	470	470	
0236	Outside Services	2,149	2,200	2,200	2,200	2,200	2,200	
0237	Pest Control	226	200	210	210	210	210	
0254	Printer / Copies	223	230	230	230	230	230	
0255	IS Services / Internal	15,000	21,300	21,300	19,300	19,300	19,300	
0258	GIS Services/Internal	670	740	740	0	0	0	
0263	Internet Access Services	4,037	4,200	4,300	5,000	5,000	5,000	
0293	Maint of Motor Veh/Fleet	3,834	3,750	3,750	4,180	4,180	4,180	
0294	Oil and Fluids/Fleet	304	0	270	280	280	280	
0296	Maint of Oper Eq/Fleet	426	550	400	550	550	550	
CONTRACTUAL SERVICES		47,261	53,500	53,920	53,220	53,220	53,220	(280)
<u>SUPPLIES & MATERIALS</u>								
0301	Office Supplies	70	100	100	100	100	100	
0306	Cleaning/Janitor Supplies	311	700	700	700	700	700	
0310	Gasoline & Oil	3,521	3,800	2,500	2,550	2,550	2,550	
0314	Building Maint Supplies	0	200	200	200	200	200	
0316	Equipment Maint. Supplies	291	500	500	500	500	500	
0319	Safety Supplies	284	500	500	500	500	500	
0320	Small Tools	1,330	1,700	1,700	1,700	1,700	1,700	
0333	All Other Supplies	0	100	100	100	100	100	
0344	Small Equipment	566	500	500	500	500	500	
0345	Shop Supplies	5,872	6,000	6,000	6,000	6,000	6,000	
0360	Motor Pool Supplies	137,465	155,000	155,000	160,000	160,000	160,000	
SUPPLIES & MATERIALS		149,710	169,100	167,800	172,850	172,850	172,850	3,750
TOTAL FLEET MAINT.		732,899	750,880	739,200	779,860	784,400	786,670	35,790
Percent Budget Change								4.77%

CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES

Department/Office:
Public Works
Program:
Internal Service

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Fleet Superintendent	11	1.00	11	1.00
Mechanic	F	4.00	F	4.00
Shop/Building Attendant (shared with Public Works)	D	<u>0.50</u>	D	<u>0.50</u>
Subtotal		5.50		5.50
TOTAL	XXX	5.50	XXX	5.50

CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS

Department/Office:	Budget:
Finance	Liability Insurance Fund
Program: Internal Service/ Trust/Agency Funds	Submitted by: Vicky K. Rasmussen

Liability Insurance Fund
2024 Adopted 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.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance (Current Assets less Current Liabilities), Jan. 1	<u>\$199,886</u>	<u>\$151,925</u>	<u>\$151,925</u>	<u>\$151,925</u>	<u>\$151,925</u>
<u>REVENUES</u>					
Transfers from General Fund for Liability Insurance Claims	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
Total Revenue	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
<u>EXPENDITURES</u>					
Liability Claims	<u>117,961</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
Total Expenditures	<u>117,961</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
Excess Revenues Over (Under) Expenditures	(47,961)	0	0	0	0
Fund Balance, December 31	<u>\$151,925</u>	<u>\$151,925</u>	<u>\$151,925</u>	<u>\$151,925</u>	<u>\$151,925</u>

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Benefit Accrual Fund
Program: Internal Service/ Trust/Agency Funds	Submitted by: Vicky Rasmussen

Benefit Accrual Fund
2024 Adopted 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.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance (Net Position), January 1	<u>\$2,139,902</u>	<u>\$2,521,224</u>	<u>\$2,521,224</u>	<u>\$3,111,339</u>	<u>\$3,111,339</u>
<u>REVENUES</u>					
Departmental Charges for Services	<u>8,777,763</u>	<u>9,000,000</u>	<u>8,954,655</u>	<u>9,275,000</u>	<u>9,275,000</u>
Total Revenue	<u>8,777,763</u>	<u>9,000,000</u>	<u>8,954,655</u>	<u>9,275,000</u>	<u>9,275,000</u>
<u>EXPENDITURES</u>					
Health Insurance Costs and Other Employee Benefits	4,408,124	4,600,000	4,123,240	4,600,000	4,600,000
Retirement System Expense	3,988,317	4,000,000	4,241,300	4,350,000	4,350,000
Transfer to General Fund	0	0	0	0	0
Total Expenditures	<u>\$8,396,441</u>	<u>\$8,600,000</u>	<u>\$8,364,540</u>	<u>\$8,950,000</u>	<u>\$8,950,000</u>
Excess Revenues Over (Under) Expenditures	\$381,322	\$400,000	\$590,115	\$325,000	\$325,000
Fund Balance, December 31	<u>\$2,521,224</u>	<u>\$2,921,224</u>	<u>\$3,111,339</u>	<u>\$3,436,339</u>	<u>\$3,436,339</u>

*Amounts above excludes funds set aside for employee benefit liabilities.

CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS

Department/Office: Finance	Budget: 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
2024 Adopted 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.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance, January 1	<u>\$1,625,159</u>	<u>\$1,441,330</u>	<u>\$1,441,330</u>	<u>\$1,516,330</u>	<u>\$1,536,330</u>
<u>REVENUES</u>					
Interest, Market Adj. & Miscellaneous	<u>(\$144,656)</u>	<u>\$50,000</u>	<u>\$100,000</u>	<u>\$50,000</u>	<u>\$50,000</u>
<u>EXPENDITURES</u>	<u>\$39,173</u>	<u>\$30,000</u>	<u>\$25,000</u>	<u>\$30,000</u>	<u>\$30,000</u>
Excess Revenues Over (Under) Expenditures	<u>(\$183,829)</u>	<u>\$20,000</u>	<u>\$75,000</u>	<u>\$20,000</u>	<u>\$20,000</u>
Fund Balance, December 31	<u>\$1,441,330</u>	<u>\$1,461,330</u>	<u>\$1,516,330</u>	<u>\$1,536,330</u>	<u>\$1,556,330</u>

Cemetery Flowers Fund
2024 Adopted Budget

To account for private donations and bequests for the purpose of providing grave site flowers.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance, January 1	<u>\$156,305</u>	<u>\$156,364</u>	<u>\$156,364</u>	<u>\$159,364</u>	<u>\$158,864</u>
<u>REVENUES</u>					
Interest & Miscellaneous	<u>\$2,763</u>	<u>\$3,000</u>	<u>\$6,000</u>	<u>\$3,000</u>	<u>\$3,000</u>
<u>EXPENDITURES</u>	<u>\$2,704</u>	<u>\$3,500</u>	<u>\$3,000</u>	<u>\$3,500</u>	<u>\$3,500</u>
Excess Revenues Over (Under) Expenditures	<u>\$59</u>	<u>(\$500)</u>	<u>\$3,000</u>	<u>(\$500)</u>	<u>(\$500)</u>
Fund Balance, December 31	<u>\$156,364</u>	<u>\$155,864</u>	<u>\$159,364</u>	<u>\$158,864</u>	<u>\$158,364</u>

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Finance	Budget: Business Improvement District
Program: Internal Service/ Trust/Agency Funds	Submitted by: Vicky K. Rasmussen

Neenah Central City Business Improvement District
2024 Adopted 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.

	2022 Actual	2023 Budget	2023 Estimate	2024 Proposed	2024 Adopted
Fund Balance, January 1	<u>\$63,374</u>	<u>\$64,543</u>	<u>\$64,543</u>	<u>\$64,543</u>	<u>\$64,543</u>
<u>REVENUES</u>	<u>\$143,735</u>	<u>\$150,000</u>	<u>\$150,000</u>	<u>\$150,000</u>	<u>\$150,000</u>
<u>EXPENDITURES</u>	<u>\$142,566</u>	<u>\$150,000</u>	<u>\$150,000</u>	<u>\$150,000</u>	<u>\$150,000</u>
Excess Revenues Over (Under) Expenditures	\$1,169	\$0	\$0	\$0	\$0
Fund Balance, December 31	<u>\$64,543</u>	<u>\$64,543</u>	<u>\$64,543</u>	<u>\$64,543</u>	<u>\$64,543</u>

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET
PROGRAM COMMENTS**

Department/Office: Municipal Court	Budget: Joint Municipal Court Fund
Program: Internal Service/ Trust/Agency Funds	Submitted by: J. Gunz/V. Rasmussen

Joint Municipal Court Fund
2024 Adopted 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%.

	2022 Actual	2023 Budget	2023 Estimate	2024 Request	2024 Proposed	2024 Adopted
Fund Balance (Deficit), January 1	<u>(\$373,727)</u>	<u>(\$378,302)</u>	<u>(\$378,302)</u>	<u>(390,672)</u>	<u>(390,672)</u>	<u>(390,672)</u>
<u>Revenues</u>						
Court Revenue	<u>370,214</u>	<u>447,350</u>	<u>377,400</u>	<u>402,400</u>	<u>402,400</u>	<u>402,400</u>
	370,214	447,350	377,400	402,400	402,400	402,400
<u>Expenditures</u>						
Operations	120,869	126,470	125,770	127,330	127,890	128,180
Interest	1,787	1,000	10,000	5,000	5,000	5,000
Court Fine Reimbursements	<u>262,133</u>	<u>315,000</u>	<u>264,000</u>	<u>283,000</u>	<u>283,000</u>	<u>283,000</u>
Total Expenditures	<u>384,789</u>	<u>442,470</u>	<u>399,770</u>	<u>415,330</u>	<u>415,890</u>	<u>416,180</u>
Operating Revenues Over (Under) Exp.	(14,575)	4,880	(22,370)	(12,930)	(13,490)	(13,780)
Transfer In - Neenah	10,000	10,000	10,000	5,000	5,000	5,000
Transfer In - Menasha	0	0	0	0	0	0
Fund Balance (Deficit), December 31	<u>(378,302)</u>	<u>(363,422)</u>	<u>(390,672)</u>	<u>(398,602)</u>	<u>(399,162)</u>	<u>(399,452)</u>
<u>Fund Balance Allocation</u>						
Menasha Share of Fund Deficit	(149,052)	(147,100)	(158,000)	(163,172)	(163,396)	(163,515)
Neenah Share of Fund Deficit*	(229,250)	(216,322)	(232,672)	(235,430)	(235,766)	(235,937)

*In 2018, Neenah began transferring \$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. Neenah plans to eliminate it's share of the deficit at the end of 2023, pending the financial results of the City's General Fund.

**CITY OF NEENAH
OPERATING BUDGET
MENASHA NEENAH MUNICIPAL COURT EXPENDITURES
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>COURT (7050-938)</u>								
0101	Salaries	77,614	80,870	81,080	83,520	84,020	84,270	
0110	Health Insurance	5,000	5,000	5,000	5,000	5,000	5,000	
0111	Fringes	10,044	10,360	10,390	10,720	10,780	10,820	
0115	Schools/Seminars/Training	415	800	150	800	800	800	
	Personal Services	93,073	97,030	96,620	100,040	100,600	100,890	3,860
0202	Outside Printing	0	150	150	150	150	150	
0203	Postage	949	1,400	1,200	1,400	1,400	1,400	
0205	Debit Card Services	592	750	750	750	750	750	
0207	Dues & Memberships	845	850	850	850	850	850	
0218	Maintenance of Software	6,187	7,700	7,700	7,700	7,700	7,700	
0221	Telephone	341	420	300	420	420	420	
0232	Auditing Services	1,800	1,860	1,850	1,850	1,850	1,850	
0239	Insurance	455	0	100	0	0	0	
0254	Printer / Copies	387	370	360	370	370	370	
0255	IS Services / Internal	12,500	13,500	13,500	12,400	12,400	12,400	
0258	GIS Services/Internal	670	740	740	0	0	0	
0272	Translator	270	300	150	300	300	300	
	Contractual Services	24,996	28,040	27,650	26,190	26,190	26,190	(1,850)
0301	Office Supplies	494	500	500	500	500	500	
0303	Computer Oper Supplies	898	500	500	500	500	500	
0333	All Other Supplies	425	100	500	100	100	100	
0347	Small Hardware	919	0	0	0	0	0	
	Supplies & Materials	2,736	1,100	1,500	1,100	1,100	1,100	0
	COURT	120,805	126,170	125,770	127,330	127,890	128,180	2,010
<u>COURT FINE REIMBURSEMENT (7051-938)</u>								
0574	City of Neenah	73,210	100,000	70,000	80,000	80,000	80,000	
0575	City Of Menasha	53,795	60,000	56,000	56,000	56,000	56,000	
0576	State of Wisconsin	96,635	110,000	98,000	105,000	105,000	105,000	
0577	Winnebago County Treasure	38,493	45,000	40,000	42,000	42,000	42,000	
	Fine Reimbursement	262,133	315,000	264,000	283,000	283,000	283,000	(32,000)
<u>NON-OPERATING EXPENSES (7052-938)</u>								
0248	Witness Fees	64	300	0	0	0	0	
	Non-Operating Expenses	64	300	0	0	0	0	(300)
<u>TRANSFERS (9910-999)</u>								
0110	0000	1,787	1,000	10,000	5,000	5,000	5,000	
	Transfers	1,787	1,000	10,000	5,000	5,000	5,000	4,000
MUNICIPAL COURT OPERATIONS		384,789	442,470	399,770	415,330	415,890	416,180	(26,290)
Percent Budget Change								-5.94%

CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES

Department/Office:
M-N Municipal Court
Program:
Agency Fund

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Judge	2,711/mo	1.00	2,793/mo	1.00
Records Clerk	7	<u>1.00</u>	7	<u>1.00</u>
Subtotal		2.00		2.00
TOTAL	XXX	2.00	XXX	2.00

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. We are committed to protecting lives and property to help provide an exceptional quality of life for our citizens. NMFR responds to over 3,000 emergency calls for service annually. NMFR provides our citizens fire suppression, emergency medical services, special operations, and water/ice rescue. NMFR spends numerous hours training to prepare its firefighters and provide skills needed to deal with the many hazardous conditions that occur when responding to emergencies. Fire prevention activities include conducting over 3,200 inspections annually, fire investigations, tank inspections and plan reviews. NMFR's award winning public education programs reach over 12,000 people a year through open houses, safety fairs, parades, station tours, school visits and formal programs. The Cities of Neenah and Menasha share department costs based upon a four-factor formula.

The estimated share of departmental costs for 2024 is City of Neenah - 60.37% and City of Menasha - 39.63%

Operating Budget Information/Number of Employees (Full Department)

	2022 Actual	2023 Budget	2024 Requested	% Increase	2022 Proposed	% Increase	2024 Adopted	% Increase
Operating Budget	\$ 9,410,883	\$ 9,570,550	\$ 10,071,420	5.23%	\$ 9,960,170	4.07%	\$ 9,962,950	4.10%
No. of Employees (FTE)	68	68	68	0%	68	0%	68	0%

Budget Adjustments

Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ (111,250)

Mayor's Comments:

Executive Adjustments recommended by the Mayor's of both cities.
Specific details of the changes can be found below:

Wages - Operations	\$ (50,000)
Overtime Wages - Operations	(25,000)
Fringes - Operations	(18,750)
Health Insurance	(17,500)

Total Reductions and Revenue Adj. \$ (111,250)

Council Amendment \$ 2,780

An additional 1% wage increase on July 1 to all non-union employees was approved, this will increase wage and fringe expenditures in this department by \$2,780 which is offset by an increase in investment income in the same amount. Thus there is a \$0 effect.

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**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET**

PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue (NMFR)	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.

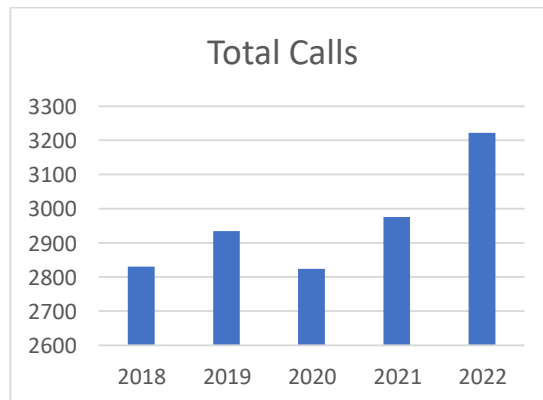
Vision Statement:

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 2022 being at record high volume. 2023 is on pace to surpass 2022 call volume.



In 2022, Auto Aid with Appleton Fire Department renewed (less EMS calls) and both Appleton and Menasha look to expand the response area in 2023 to improve ISO for structure fire response via mutual aid agreements. Wisconsin Emergency Management has actively resumed Task Force 1 funding. This specialty team will include NMFR personnel once again to be able to contribute to training and response to support larger scale disasters.

D/C Krueger

PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue (NMFR)	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
2024 ADOPTED OPERATING BUDGET**

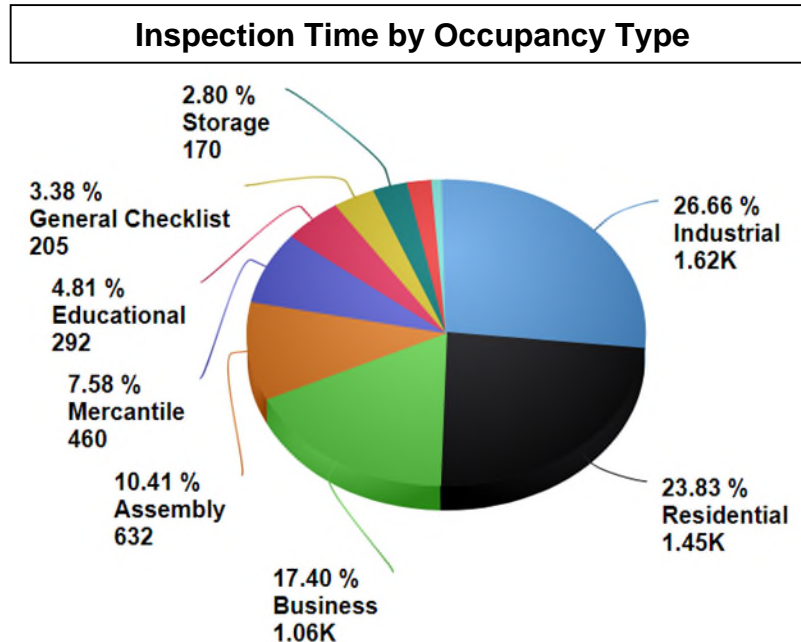
PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue (NMFR)	Budget: Fire Department Operations
Program: Public Safety	Submitted by: Kevin Kloehe

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.

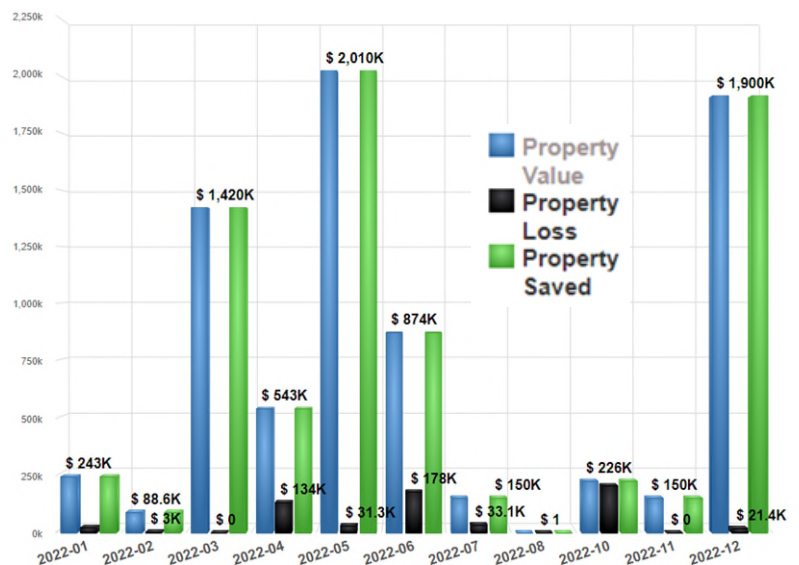


Fire inspections are required to be completed by Wisconsin State Statute, for all commercial businesses and multi-family (3 family or more) residential structures, within our jurisdiction, with most occupancies being done two times annually. *This requirement is aided by the 2% dues funding from the State of Wisconsin. In 2023, the City of Neenah's 2% dues funding check was \$110,119.81, and the City of Menasha's was \$60,090.80.*

**Total Inspections Completed
3827**

Fire investigations are required by Wisconsin State statute 165.55, which requires that every fire shall be investigated for cause and origin, as well as 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.

**Total Pre-Incident Value -
\$8,210,325
Total Fire Loss - \$752,869.00
Total Saved - \$7,457,456.00**



**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET**

PROGRAM COMMENTS

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

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 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.

Assistant Chief Adam Dorn

2023 Accomplishments:

- Held the 4th Regional Joint Recruit Training Academy with Oshkosh Fire Department.
- Hired and trained four new firefighters to replace the two who retired and one who left.
- Goal setting with Shift Commanders and Administration Staff.
- Successfully completed the State of Wisconsin 2% Dues Audit.
- Completed 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.
- Five people completed the Fire Officer certification training and passed the State exam.
- Received \$122,000 in a State Funded EMS Grant award. This helped us purchase a new UTV and trailer, training mannequins, PPE gear for staff and create a department video.
- Created, and implemented, a new hiring process due to Fox Valley Technical College discontinuing their Regional Hiring Process.
- Secured an AFG grant to replace the vehicle exhaust system at Station 35. This saved the City of Menasha \$62,000.

2023/2024 Goals:

- Prepare the department for the upcoming turnover in personnel which includes a new Fire Chief and four new firefighters.
- Improve the onboarding of our new firefighters, i.e. position descriptions, application process, interview scoring and how we make offers.
- Take delivery of new fire truck.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET**

PROGRAM COMMENTS

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

Major Increases/Decreases in 2024 Operating Adopted Budget: Listed below are major increases/decreases \$5,000 and over. Increases/decreases less than \$5,000 are not listed below.

Salaries (0101): Increase of \$78,810 per City of Neenah Finance Department.

Overtime (0104): Increase of \$40,000 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.

Health Insurance (0110): Increase of \$8,620 per City of Neenah Finance Department.

Fringes (0111): Increase of \$90,410 per City of Neenah Finance Department.

Maint of PPE (0209): Increase of \$5,000. This is based upon increases from vendors and equipment no longer covered under warranty.

Maint. of Motor Vehicles (0213): Increase of \$40,000 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.

Maint. of Radio Equip. (0215): Decrease of \$5,700. We will no longer need the maintenance contract with the purchase of new equipment in 2023.

Professional Services (0238): Increase of \$13,000. Increase is based upon increase from vendor for physicals.

Public Relations (0262): Increase of \$7,000 based upon the increased requests we receive from both Cities and organizations within our two communities.

Personal Protective Equipment (0348): Increase of \$7,000. In 2023, the prices of turn out gear has increased 10%. We have been told by vendors prices are expected to increase another 10% in 2024.

**CITY OF NEENAH
2024 ADOPTED OPERATING BUDGET**

PROGRAM COMMENTS

Department/Office: Neenah-Menasha Fire Rescue (NMFR)	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
<u>SUPPLEMENTARY DETAIL WORKSHEET FOR CAPITAL OUTLAY (Total Cost)</u>			
8108	<u>Office Furniture & Equipment</u> To replace old office/living furniture as necessary for the four stations. Total projected cost is \$5,000. (Neenah's share is \$3,020)	\$5,000	\$5,000
8113	<u>Communication Equipment</u> 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 portable radios and headsets in vehicles. (Neenah's share is \$7,210)	\$11,950	\$11,950
8114	<u>Computer Software Outlay</u> Costs associated with the purchase of anticipated new and/or additional software licenses needed. (Neenah's share is \$600)	\$1,000	\$1,000
8115	<u>Computer Hardware Outlay</u> To replace computers in 2023 upon failure or based on Neenah IS's recommendation. (Neenah's share is \$6,510)	\$10,780	\$10,780
8133	<u>All Other Equipment</u> 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. (Neenah's share is \$18,110)	\$30,000	\$30,000
8149	<u>Household Purchases</u> 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. (Neenah's share is \$10,870)	\$18,000	\$18,000

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
FIRE DEPARTMENT								
<u>FIRE OPERATIONS (2301-712)</u>								
0101	Salaries	5,628,289	5,770,810	5,776,740	5,946,180	5,896,180	5,898,460	
0104	Overtime Wages	351,990	210,000	210,000	250,000	225,000	225,000	
0105	Reimbursement / Overtime	(9,117)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	
0106	FLSA Overtime Wages	61,950	58,000	58,000	58,000	58,000	58,000	
0110	Health Insurance	1,122,316	1,110,680	1,074,270	1,141,900	1,124,400	1,124,400	
0111	Fringes	1,368,421	1,442,930	1,444,090	1,610,210	1,591,460	1,591,960	
0115	Schools/Seminars/Training	12,999	24,700	24,700	26,800	26,800	26,800	
0116	Test/Certification for Eq	15,820	17,050	17,050	17,050	17,050	17,050	
0117	Clothing Allowance	35,418	36,720	36,720	40,000	40,000	40,000	
0118	License Renewal	0	600	10	2,100	2,100	2,100	
0125	Employee School Reimb	1,394	0	300	400	400	400	
0128	Empl Recognition Awards	765	630	1,200	1,200	1,200	1,200	
	Personal Services	8,590,245	8,662,120	8,633,080	9,083,840	8,972,590	8,975,370	313,250
0202	Outside Printing	271	1,000	1,000	1,000	1,000	1,000	
0203	Postage	574	900	900	1,000	1,000	1,000	
0204	Conferences & Meetings	1,244	2,100	520	0	0	0	
0206	Advertising & Publication	0	200	0	200	200	200	
0207	Dues & Memberships	1,434	1,000	600	1,600	1,600	1,600	
0209	Maintenance of PPE/SCBA	4,622	4,500	7,040	9,500	9,500	9,500	
0210	Maint of Computer Hardwre	0	1,210	0	1,210	1,210	1,210	
0211	Maint of Other Equipment	4,199	4,100	1,000	4,100	4,100	4,100	
0213	Maint of Motor Vehicles	146,455	85,000	85,000	125,000	125,000	125,000	
0214	Maint of Buildings	3,331	12,000	12,000	14,000	14,000	14,000	
0215	Maint of Radio Equipment	6,386	6,700	6,010	1,000	1,000	1,000	
0216	Maint of Operating Equip	379	4,000	3,010	4,000	4,000	4,000	
0218	Maint of Software	33,065	54,810	54,810	55,000	55,000	55,000	
0221	Telephone	1,127	4,200	4,200	4,200	4,200	4,200	
0222	Electricity	54,812	50,000	50,000	51,250	51,250	51,250	
0223	Natural Gas	32,113	25,000	25,000	25,730	25,730	25,730	
0224	Water & Sewer	11,237	12,600	12,600	12,600	12,600	12,600	
0226	Storm Water	3,186	3,650	3,650	3,440	3,440	3,440	
0227	Cellular Telephone	10,771	14,220	14,220	15,660	15,660	15,660	
0232	Auditing Services	2,250	2,320	2,300	2,420	2,420	2,420	
0236	Outside Services	14,795	13,800	13,800	14,030	14,030	14,030	
0237	Pest Control	132	600	100	600	600	600	
0238	Professional Services	20,147	22,000	22,000	35,000	35,000	35,000	
0241	Tree Planting & Landscape	91	1,000	500	1,000	1,000	1,000	
0246	Liability Insurance	41,541	43,620	37,760	47,100	47,100	47,100	
0247	Auto/Physical Damage Ins	17,153	18,700	20,080	20,190	20,190	20,190	
0250	Maint of Training Tower	92	6,650	6,650	7,500	7,500	7,500	
0252	Rental of Equipment	346	700	700	800	800	800	
0254	Printer / Copies	2,601	2,720	2,720	2,720	2,720	2,720	
0255	Neenah City I/S Services	128,100	133,100	133,100	118,500	118,500	118,500	
0256	Neenah City Finance Ser.	26,500	27,750	27,750	28,750	28,750	28,750	
0257	Neenah City H/R Services	65,000	70,000	70,000	72,450	72,450	72,450	
0258	GIS Services/Internal	11,980	13,240	13,240	13,900	13,900	13,900	
0262	Public Relations/Services	7,216	8,000	8,000	15,000	15,000	15,000	
	Contractual Services	653,150	651,390	640,260	710,450	710,450	710,450	59,060

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>FIRE OPERATIONS (2301-712) cont.</u>								
0301	Office Supplies	1,224	1,700	1,700	1,700	1,700	1,700	
0306	Cleaning/Janitor Supplies	11,306	17,500	17,500	18,030	18,030	18,030	
0308	Books and Periodicals	2,813	3,620	500	3,110	3,110	3,110	
0310	Gasoline & Oil	47,630	35,000	35,670	36,050	36,050	36,050	
0319	Safety Supplies	5,241	6,700	900	6,700	6,700	6,700	
0320	Small Tools	3,289	3,000	3,000	3,150	3,150	3,150	
0325	Consumable supplies	3,015	2,000	3,140	3,300	3,300	3,300	
0326	Photography Supplies	292	500	280	1,000	1,000	1,000	
0333	All Other Supplies	2,344	3,800	3,000	3,800	3,800	3,800	
0344	Small Equipment	9,783	14,000	14,000	15,000	15,000	15,000	
0347	Small Computer Hardware	371	1,000	550	1,000	1,000	1,000	
0348	Per Protective Equipment	26,084	65,000	65,000	72,000	72,000	72,000	
0350	Training Supplies	6,635	5,000	5,000	5,000	5,000	5,000	
0723	Fire Property Damage	0	0	66,930	0	0	0	
	Supplies & Materials	120,027	158,820	217,170	169,840	169,840	169,840	11,020
	OPERATIONS	9,363,422	9,472,330	9,490,510	9,964,130	9,852,880	9,855,660	383,330
							Percent Budget Change	4.05%
<u>CAPITAL OUTLAY (2301-712)</u>								
8108	Office Furniture & Equip	2,665	4,000	4,000	5,000	5,000	5,000	
8113	Communication Equipment	4,519	11,950	11,950	11,950	11,950	11,950	
8114	Computer Software Outlay	150	1,000	0	1,000	1,000	1,000	
8115	Computer Hardware Outlay	3,216	10,780	7,090	10,780	10,780	10,780	
8133	All Other Equipment	18,688	25,000	25,000	30,000	30,000	30,000	
8149	Household Purchases	9,737	15,000	15,000	18,000	18,000	18,000	
	Capital Outlay	38,975	67,730	63,040	76,730	76,730	76,730	9,000
	CAPITAL OUTLAY	38,975	67,730	63,040	76,730	76,730	76,730	9,000
	FIRE OPERATIONS/CAPITAL OUTLAY	9,402,397	9,540,060	9,553,550	10,040,860	9,929,610	9,932,390	392,330
							Percent Budget Change	4.11%
<hr/>								
<u>REG SPEC OPER RESP TEAM (2314-172)</u>								
0104	Overtime Wages	8,434	28,000	28,000	28,000	28,000	28,000	
0105	Reimbursement / Overtime	(4,840)	(22,000)	(22,000)	(22,000)	(22,000)	(22,000)	
0111	Fringes	0	6,490	6,490	6,960	6,960	6,960	
0115	Schools/Seminars/Training	0	0	420	0	0	0	
	Personal Services	3,594	12,490	12,910	12,960	12,960	12,960	470
0216	Maint of Operating Equip	0	900	0	900	900	900	
	Contractual Services	0	900	0	900	900	900	0
0320	Small Tools	0	500	0	500	500	500	
0348	Per Protective Equipment	0	7,500	0	7,500	7,500	7,500	
0350	Training Supplies	0	500	0	500	500	500	
	Supplies & Materials	0	8,500	0	8,500	8,500	8,500	0
8133	All Other Equipment	258	1,400	3,160	1,400	1,400	1,400	
	Capital Outlay	258	1,400	3,160	1,400	1,400	1,400	0
	REG SPEC OPER RESP TEAM	3,852	23,290	16,070	23,760	23,760	23,760	470
							Percent Budget Change	2.02%

**CITY OF NEENAH
OPERATING BUDGET
FOR FISCAL YEAR 2024**

ACCOUNT #	ACCOUNT DESCRIPTION	2022 ACTUAL	2023 BUDGET	2023 ESTIMATE	2024 DEPT REQUEST	2024 PROPOSED	2024 ADOPTED	BUDGET CHANGE
<u>JOINT FIRE COMMISSION (2320-712)</u>								
0206	Advertising & Publication	1,500	500	500	1,500	1,500	1,500	
0236	Outside Services	2,588	4,500	3,000	3,100	3,100	3,100	
0261	Misc Expenditures	546	2,200	200	2,200	2,200	2,200	
	Contractual Services	4,634	7,200	3,700	6,800	6,800	6,800	(400)
	JOINT FIRE COMMISSION	4,634	7,200	3,700	6,800	6,800	6,800	(400)
Percent Budget Change								-5.56%
<hr/>								
FIRE DEPARTMENT		9,410,883	9,570,550	9,573,320	10,071,420	9,960,170	9,962,950	392,400
Percent Budget Change								4.10%
<u>REVENUES</u>								
	Interest on Investments	4,542	10,000	33,000	25,000	25,000	27,780	
	P-Card Rebate	4,687	6,000	6,000	6,000	6,000	6,000	
	Sale of Equipment	680	500	2,900	500	500	500	
	Consumable Supplies	0	1,000	500	500	500	500	
	Insurance Recoveries	0	0	66,930	0	0	0	
	Revenues	9,909	17,500	109,330	32,000	32,000	34,780	17,280
Percent Budget Change								98.74%
<hr/>								
NET FIRE DEPARTMENT		9,400,974	9,553,050	9,463,990	10,039,420	9,928,170	9,928,170	375,120
								3.93%

**CITY OF NEENAH
2024 ADOPTED OPERATING
BUDGET SUPPLEMENTARY DETAIL
SHEET FOR STAFFING AND SALARIES**

Department/Office:
Neenah-Menasha Fire Rescue
Program:
Public Safety

POSITION TITLE	STAFFING			
	Current Budget		Adopted Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Fire Chief	20	1.00	20	1.00
Deputy Fire Chief / Operations	15	1.00	15	1.00
Asst Chief-Emerg Mgmt/Trng	13	1.00	13	1.00
Asst Chief-Prevention/Inspect	13	1.00	13	1.00
Management Assistant	8	1.00	8	1.00
Fire Officers	87,339	15.00	89,304	15.00
Mechanics	87,339 - 93,208	4.00	89,304 - 95,305	4.00
Assistant Inspectors	82,887	6.00	84,752	6.00
Shift Commanders	90,607	3.00	92,646	3.00
Drivers	81,470	12.00	83,303	12.00
Fire Fighters	51,025 - 78,669	<u>23.00</u>	52,173 - 80,439	<u>23.00</u>
Subtotal		68.00		68.00
TOTAL	XXX	68.00	XXX	68.00

Neenah-Menasha Fire Rescue
Cost Distribution Formula for Budget Year 2024
Factors as of 12/31/22

	Formula Item	Total	Proportionate Share	25% Weighted Factor	Weghted Share Neenah	Weighted Share Menasha
1.	Population Estimate - Neenah	27,361	60.47%	0.25	0.1512	
	Population Estimate - Menasha	17,889	39.53%	0.25		0.0988
	Population Estimate as of 7/1/22 (a)	45,250	100.00%			
2.	Equalized Value (w/TIF) - Neenah (b)	\$ 2,733,410,000	64.50%	0.25	0.1612	
	Equalized Value (w/TIF) - Menasha ©	1,504,477,700	35.50%	0.25		0.0888
	Equalized Value as of 1/1/22	\$ 4,237,887,700	100.00%			
3.	Service Calls - Neenah	1,945	60.52%	0.25	0.1513	
	Service Calls - Menasha	1,269	39.48%	0.25		0.0987
	Service Calls during 2022	3,214	100.00%			
4.	Square Miles - Neenah	9,880	56.01%	0.25	0.1400	
	Square Miles - Menasha	7,760	43.99%	0.25		0.1100
	Square Miles as of 12/31/22	17,640	100.00%			
Total Weighted Factors					0.6037	0.3963
Total Proposed Cost Distribution Formula - 2022 Factor for 2024 Budget					60.37%	39.63%
Previous Year Cost Distribution Formula					60.34%	39.66%
Increase (Decrease) from Previous Year					0.03%	-0.03%

a. Population estimates per the United States Census Bureau

b. Neenah - Equalized Value

Equalized Value (Per Wisconsin Dept of Revenue)	\$ 2,731,410,000
Alliant Energy (Per WI Dept. of Administration)	2,000,000
	<u>\$ 2,733,410,000</u>

c. Menasha - Equalized Value

Equalized Value (Per Wisconsin Dept of Revenue)	1,463,645,400
UW-Fox Valley (Per WI Dept. of Administration)	40,832,300
	<u>\$ 1,504,477,700</u>

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