



City of Neenah
COMMON COUNCIL AGENDA
Wednesday, October 2, 2024 at 7:00 PM
Neenah City Hall, 211 Walnut Street
Council Chambers

- I. Roll Call and Pledge of Allegiance
- II. Proclamations
 - A. October 15, 2024 White Cane Safety Day
 - B. November 1, 2024 International LGS Awareness Day
- III. Introduction and Confirmation of Mayor's Appointment(s)
 - A. None.
- IV. Approval of Council Proceedings
 - A. Approval of the Council Minutes and Proceedings of September 18, 2024 regular session. **(UC)**
- V. Public Hearings
 - A. Consider Ordinance No. 2024-20, amending Section 26-661(3) and Section 26-661(8) of the Code of Ordinances relating to Tourist Housing
- VI. Plan Commission report pertaining to the Public Hearings
 - A. Plan Commission meeting of September 24, 2024: (Ald. Steiner) (Minutes can be found on the City web site)
 - 1. Commission recommends Council approve Ordinance No. 2024-20, amending Section 26-661(3) and Section 26-661(8) of the Code of Ordinances relating to Tourist Housing. **(RollCall-Pro)**
- VII. Public Forum
 - A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
- VIII. Mayor/Council consideration of public forum issues
- IX. Consent Agenda
 - A. Approve Preliminary Plat for the 4th Addition of the Homes at Freedom Meadows subdivision subject to the conditions on the preliminary plat review letter. **(PC)**
 - B. **(UC)**
- X. Reports of standing committees
 - A. Regular Public Services and Safety Committee meeting of September 24, 2024: (Chairman Lendrum/Vice Chair Hillstrom) (Minutes can be found on the City web site)
 - 1. Meeting cancelled, no report.

- B. Regular Finance and Personnel Committee meeting of September 23, 2024: (Chairman Erickson/Vice Chair Boyette) (Minutes can be found on the City web site)
 - 1. Committee recommends Council approve Self-Funded Healthcare Plan with UMR/OptumRx Projections with a \$1,750 deductible which is a 26.85% cost increase. **(RollCall-Pro)**
 - 2. Committee recommends Council approve the vision and amended dental proposal for 2025 as presented by staff. **(RollCall-Pro)**
 - 3. Committee recommends Council approve Central Square and BenTek System Integration with a total cost \$8720. **(RollCall-Pro)**
- XI. Reports of special committees and liaisons and various special projects committees
 - A. Regular Plan Commission meeting of September 24, 2024: (Council Rep Steiner) (Minutes can be found on the City web site)
 - 1. Reported on under Public Hearing.
 - B. Board of Public Works meeting of September 26, 2024: (Vice Chair Hillstrom) (Minutes can be found on the City web site)
 - 1. Information Only Items:
 - a) The Board approved Change Order No.3, Contract 7-21, Harrison Street Storm Water Pond, to MCC, Inc., in the amount of \$8,299.18 for sidewalk waterfall pump installation and landscaping stone.
 - b) The Board approved Pay Request No.9, Contract 7-21, Harrison Street Storm Water Pond, to MCC, Inc., in the amount of \$127,479.29.
 - c) The Board approved Pay Request No.3, Contract 7-24, Concrete Pavement and Sidewalk Repairs, Jim Fischer, in an amount of \$72,052.56.
 - 2. Council Action Items:
 - a) The Board recommends Council approve Final Pay Request, Contract 1-23, Sanitary Sewer & Laterals, Storm Sewer, Water Main and Services, and Street Construction, to Don E. Parker Excavating, on Burr Avenue, Chestnut Street, Dieckhoff Street, and Laudan Boulevard, in the amount of \$277,261.19. **(RollCall-Pro)**
 - C. Library Board
 - 1. Report from the Library Board Meeting of September 18, 2024, Alderman Erickson
 - D. Neenah Arts Council
 - 1. Report from the Neenah Arts Council Meeting of September 11, 2024, Alderman Erickson
 - E. Sustainable Neenah Committee
 - 1. Report from the Sustainable Neenah Committee Meeting of September 25, 2024, Alderman Lendrum
 - F. Bergstrom Mahler Museum
 - 1. Report from the Bergstrom Mahler Museum Meeting, Council President Borchardt
- XII. Presentation of petitions
 - A. Any other petition received by the City Clerk's Office after distribution of the agenda.

XIII. Council Directives

XIV. Unfinished Business

XV. New Business

- A. Arrowhead Park Development Status Report. (Alderman Hillstrom)
- B. Any announcements/questions that may legally come before the Council.

XVI. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Clerk's Office (920) 886-6100 or e-mail clerk@neenahwi.gov at least 48 hours prior to the scheduled meeting or event to request an accommodation.

- B. Regular Finance and Personnel Committee meeting of September 23, 2024: (Chairman Erickson/Vice Chair Boyette) (Minutes can be found on the City web site)
 - 1. Committee recommends Council approve Self-Funded Healthcare Plan with UMR/OptumRx Projections with a \$1,750 deductible which is a 26.85% cost increase. **(RollCall-Pro)**
 - 2. Committee recommends Council approve the vision and amended dental proposal for 2025 as presented by staff **(RollCall-Pro)**
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 - 1. Reported on under Public Hearing.
 - B. Board of Public Works meeting of September 26, 2024: (Vice Chair Hillstrom) (Minutes can be found on the City web site)
 - 1. Information Only Items:
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 - 1. Report from the Bergstrom Mahler Museum Meeting, Council President Borchardt
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Proclamation



OFFICE OF THE MAYOR
CITY OF NEENAH

WHEREAS, on October 6, 1964, the United States Congress designated October 15 of each year as White Cane Safety Day; and

WHEREAS, blindness and severe visual impairment affect approximately 109,000 Wisconsin residents; and

WHEREAS, the majority of these person use travel aids, such as a white cane or a service animal to get around public streets and sidewalks and places of public accommodation; and

WHEREAS, these travel aids are universally recognized as symbols representing vision loss; and

WHEREAS, Wisconsin's White Cane Law requires that motorists come to a full stop before approaching closer than 10 feet to a pedestrian who is using a white cane or service animal; and

WHEREAS, Greater awareness of the White Cane Law leads to safer, more attentive driving in general, enhancing the safety of all pedestrians, including children, elders and people with disabilities; and

WHEREAS, communities have the opportunity to implement many proven features to enhance the safety of all pedestrians, including sidewalks, accessible pedestrian signals and curb ramps.

NOW, THEREFORE BE IT RESOLVED that, I, Jane B. Lang, on behalf of the residents of Neenah do hereby proclaim Tuesday, October 15, 2024 as **WHITE CANE SAFETY DAY** in Neenah and also acknowledge the importance of pedestrian safety year-round.

Signed and sealed this October 15, 2024



Jane B. Lang
MAYOR OF NEENAH

Proclamation



OFFICE OF THE MAYOR CITY OF NEENAH

WHEREAS, International LGS Awareness Day is observed throughout the United States and around the World on November 1st; and

WHEREAS, Lennox-Gastaut Syndrome (LGS) is a rare and debilitating form of childhood-onset epilepsy that many people have never heard of, so initiatives that increase public awareness are critical; and

WHEREAS, Lennox-Gastaut Syndrome (LGS) is typically diagnosed before the age of 8 years old and is characterized by frequent, uncontrolled seizures, multiple seizure types, resistance to medication and/or therapies, and intellectual disability; and

WHEREAS, individuals with LGS are at high risk for SUDEP (sudden unexpected death in epilepsy) and the mortality rate is 5%. Those with LGS are 24 times more likely to die prematurely; and

NOW, THEREFORE, I, Jane B. Lang, Mayor of the City of Neenah, hereby do proclaim November 1st as “International LGS Awareness Day” in the City of Neenah.

IN WITNESS WHEREOF, I hereunto have set my hand and caused the Seal of the City of Neenah to be affixed this 1st day of November, 2024.




Jane B. Lang
MAYOR OF NEENAH

Common Council Minutes
Wednesday, September 18, 2024 at 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., September 18, 2024, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Aldermen Boyette, Hillstrom, Lendrum, Steiner, Pollnow, Weber, Ellis and Council President Borchardt. Alderman Erickson was excused. Staff present Director of Finance Rasmussen, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Rashid, and City Clerk Nagel.

Also Present: Fire Chief Teesch, Police Chief Olson, Assistant Police Chief Bernice, Police Captains Van Sambeek and Wagner, and those noted on the attached Meeting Sign-In Sheets.

Mayor Lang called the meeting to order at 7:00 PM,

- I. The City Clerk called a voice roll call as the Mayor/Aldermen recorded their attendance in the RollCall-Pro System followed by the Pledge of Allegiance led by Council President Borchardt.
- II. Presentation of Life Saving Awards from the Police Department to Katherine Nonweiler, Tammy Burdick and Maxwell Sonnentag.
The Police Department presented Katherine Nonweiler, Tammy Burdick and Maxwell Sonnentag a Life Saving Award for saving the life of a child who drowned in a pool while attending a friend's birthday party.
- II. Introduction and Confirmation of Mayor's Appointment(s)
A. None.
- III. Approval of Council Proceedings
A. Approval of the Council Minutes and Proceedings of September 4, 2024 regular session. **(UC)**
Seeing no objections, the Minutes and Proceedings of September 4, 2024 were ordered approved as written.
- IV. Public Forum
A. Speakers should give their name and residential address (not mailing address) and are allowed five minutes to speak on any topic.
Mayor Lang opened the public forum at 7:09 PM.

Rich Wangard, 134 Alexander Drive – Mr. Wangard spoke against the proposed sidewalk on Alexander Drive, stating that sidewalks have not been part of Alexander Drive for as long as he has lived at his address. To install them now would ruin costly landscaping and would place the sidewalks within 10-15 feet of picture and bedroom windows. He asked the Council to consider removing the installation of sidewalks on Alexander Drive.

After calls for additional public comments, there were no appearances. Mayor Lang closed the public hearing at 7:16 PM.

V. Mayor/Council consideration of public forum issues

- A. Alderman Pollnow asked Director Kaiser to comment on Alexander Drive.

Director Kaiser advised that Alexander Drive is slated to receive street resurfacing, watermain replacement and sidewalk installation in the 2025 Capital Improvement Program (CIP). This is based on the sidewalk criteria as well as a packaged deal with other street work being done in the neighborhood.

- B. Mayor Lang advised the final decision regarding the CIP has not been made for 2025. The entire budget process will take place in November.
- C. Alderman Ellis commented that neighborhoods are cyclical in nature. Therefore, when sidewalk issues are up decision making, he looks at not only what the neighborhood is today but what the neighborhood will look like in the future based upon what has been seen in the past.

VI. Consent Agenda

- A. Approve Temporary Class "B" Picnic License Application to Bergstrom Mahler Museum of Glass, 165 N Park Drive, for Art After Dark Renaissance Fair, to be held on August September 26, 2024, from 5:30 PM to 9:30 PM. **(PSSC)**
- B. Approve removal of the traffic signal equipment at the intersection of First Street and East Forest Avenue and replace the intersection control with 2-way stop control on Forest Avenue. **(PSSC)**

Director Kaiser responded Alderman Boyette's questions. The Uniformed Manual on Traffic Control Devices has standards for accidents and traffic volume for multiple way stops which this intersection falls short of these standards. Should future development occur in this area, a traffic impact study would be completed, at which time the standards would be looked at. If the standards were met for a change in the status, said change would come before council.

- C. **(UC)**
Seeing no objections, the Consent Agenda was ordered approved as presented.

VII. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of September 10, 2024: (Chairman Lendrum/Vice Chair Hillstrom) (Minutes can be found on the City web site)
1. Committee recommends Council the Short Elliot Hendrickson, Inc. (SEH) Architectural/Engineering proposal and associated fees for the remodel of Fire Station No. 31. **(RollCall-Pro)**
MSCR Lendrum/Boyette to approve as recommended by committee, all voting aye.

- B. Regular Finance and Personnel Committee meeting of September 9, 2024:
(Chairman Erickson/Vice Chair Boyette) (Minutes can be found on the City web site)
 - 1. Meeting cancelled, no report. **(RollCall-Pro)**
- VIII. Reports of special committees and liaisons and various special projects committees
 - A. Regular Plan Commission meeting of September 10, 2024: (Council Rep Steiner)
(Minutes can be found on the City web site)
 - 1. Meeting cancelled, no report.
 - B. Board of Public Works meeting of September 12, 2024: (Vice Chair Hillstrom)
(Minutes can be found on the City web site)
 - 1. Information Only Items:
 - a) The Board approved Pay Request No.6, Contract 1-24, Sanitary & Storm Sewer, Water Main, and Street Construction, on Belmont Avenue, Belmont Court, Cedar Street, and Stevens Street, to David Tenor Corporation, in the amount of \$200,870.32.
 - b) The Board approved Pay Request No.5, Contract 2-24, Sanitary & Storm Sewer, Water Main, and Street Construction, on E. Doty Avenue, to Kruczek Construction, in the amount of \$392,587.50.
 - c) The Board approved Pay Request No.6, Contract 3-24, Sanitary & Storm Sewer, Water Main, and Street Construction, on Bayview Road, Quarry Lane, and Reed Street, to Donald Hietpas & Sons, in the amount of \$136,189.91.
 - d) The Board approved Pay Request No. 1, Contract 1-24W Removal and Replacement of Carbon Dioxide Tank and Related Appurtenances, to Rhode Brothers, Inc., in the amount of \$14,250.00.
 - C. Reports on neighborhood groups.
 - 1. Business Improvement District Board (BID Board) Meeting of September 17, 2024 – Alderman Ellis
 - a) No report
 - D. Library Board
 - 1. Report from the Library Board Meeting of September 18, 2024 – Alderman Erickson
 - a) Will forward to next meeting due to Alderman Erickson being excused.
 - E. Neenah Arts Council
 - 1. Report from the Neenah Arts Council Meeting of September 11, 2024– Alderman Erickson
 - a) Will forward to next meeting due to Alderman Erickson being excused.
 - F. Landmarks Commission
 - 1. Report from the September 11, 2024 Landmarks Commission Meeting– Alderman Weber
 - a) Final planning of the Voyager Canoe Trip in conjunction with the Powwow to be held September 14, 2024. There were about 130 rides at this event which was successful again this year.

- b) Discussed the Wisconsin Historical Society Conference, which will be held locally this year, on October 16-18, 2024. The Neenah-Menasha Historical Societies combined won an award for Community Exhibit Greater than \$5,000 for the Sesquicentennial exhibits.
- c) The Commission voted to submit a letter of intent to the Wisconsin Historical Society to explore a grant. Discussion will be had at the next meeting to possible apply for a grant to get another building or property on the register.

IX. Presentation of petitions

- A. Any other petition received by the City Clerk's Office after distribution of the agenda.
 - 1. Petition for Direct Annexation of Town of Neenah Property to the City of Neenah to combine the land with two lots on Baytree Lane. Council action to take place on October 16, 2024.

X. Council Directives

- A. None.

XI. Unfinished Business

- A. None.

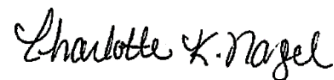
XII. New Business

- A. Arrowhead Park Development Status Report. (Alderman Hillstrom)
There has been a couple work committee meetings discussing the needs of Parks Department for the new building.
- B. Any announcements/questions that may legally come before the Council.
 - 1. Clerk Nagel, starting tomorrow, absentee ballot begin to be mailed for the upcoming November 5th General Election. In-person absentee voting begins October 22nd at City Hall.

XIII. Adjournment

Motion by Pollnow/Borchardt to adjourn. Motion carried in a voice vote 8-0. Meeting adjourned at 7:29 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk

CITY OF NEENAH – COMMON COUNCIL MEETING
WEDNESDAY, SEPTEMBER 18, 2024
ATTENDANCE SHEET

NAME	ADDRESS
1. Rich Wengard	134 Alexander DR. Neenah
2. Maxwell Sonntag	9113 Clayton Ave #12
3. Kelly Romsdalen	70 Sunset Ave, Algoma
4. Mandy Sonntag	
5. Tom Romsdalen	70 Sunset Ave Algoma WI 54201
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**CITY OF NEENAH – COMMON COUNCIL MEETING
WEDNESDAY, SEPTEMBER 18, 2024
ATTENDANCE SHEET**

NAME	ADDRESS
1. R H Sommerlag	Oconomowoc, WI
2. Tom & Mandy Souventay	APPLETON, WI
3. BOB & DEBBIE LUSKA	
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Common Council Proceedings
Wednesday, September 18, 2024 at 7:00 p.m.

The Common Council of the City of Neenah, Winnebago County, Wisconsin, met in regular session at 7:00 p.m., September 18, 2024, in the Council Chambers of Neenah City Hall.

Mayor Lang is the chair.

Present: Aldermen Boyette, Hillstrom, Lendrum, Steiner, Pollnow, Weber, Ellis and Council President Borchardt. Alderman Erickson was excused. Staff present Director of Finance Rasmussen, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, City Attorney Rashid, and City Clerk Nagel.

Also Present: Fire Chief Teesch, Police Chief Olson, Assistant Police Chief Bernice, Police Captains Van Sambeek and Wagner, and those noted on the attached Meeting Sign-In Sheets.

Mayor Lang called the meeting to order at 7:00 PM,

- I. The City Clerk called a voice roll call as the Mayor/Aldermen recorded their attendance in the RollCall-Pro System followed by the Pledge of Allegiance led by Council President Borchardt.
- II. Presentation of Life Saving Awards from the Police Department to Katherine Nonweiler, Tammy Burdick and Maxwell Sonnentag.
The Police Department presented Katherine Nonweiler, Tammy Burdick and Maxwell Sonnentag a Life Saving Award for saving the life of a child who drowned in a pool while attending a friend's birthday party.
- II. Introduction and Confirmation of Mayor's Appointment(s)
A. None.
- III. Approval of Council Proceedings
A. Approval of the Council Minutes and Proceedings of September 4, 2024 regular session. **(UC)**
Seeing no objections, the Minutes and Proceedings of September 4, 2024 were ordered approved as written.
- IV. Consent Agenda
A. Approve Temporary Class "B" Picnic License Application to Bergstrom Mahler Museum of Glass, 165 N Park Drive, for Art After Dark Renaissance Fair, to be held on August September 26, 2024, from 5:30 PM to 9:30 PM. **(PSSC)**
B. Approve removal of the traffic signal equipment at the intersection of First Street and East Forest Avenue and replace the intersection control with 2-way stop control on Forest Avenue. **(PSSC)**
C. **(UC)**
Seeing no objections, the Consent Agenda was ordered approved as presented.
- V. Reports of standing committees

- A. Regular Public Services and Safety Committee meeting of September 10, 2024:
(Chairman Lendrum/Vice Chair Hillstrom) (Minutes can be found on the City web site)
 - 1. Committee recommends Council the Short Elliot Hendrickson, Inc. (SEH) Architectural/Engineering proposal and associated fees for the remodel of Fire Station No. 31. **(RollCall-Pro)**
MSCRP Lendrum/Boyette to approve as recommended by committee, all voting aye.
 - B. Regular Finance and Personnel Committee meeting of September 9, 2024:
(Chairman Erickson/Vice Chair Boyette) (Minutes can be found on the City web site)
 - 1. Meeting cancelled, no report. **(RollCall-Pro)**
- VI. Adjournment
Motion by Pollnow/Borchardt to adjourn. Motion carried in a voice vote 8-0. Meeting adjourned at 7:29 PM.

Respectfully submitted,



Charlotte Nagel, City Clerk

CITY OF NEENAH
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the City of Neenah to consider an amendment to Section 26-661(3) and Section 26-661(8) of the Municipal Code of the City of Neenah, related to Tourist Housing regulations.

The hearings will be held at the City's Administration Building, 211 Walnut Street, Neenah.

Plan Commission Informal Hearing - Tuesday, September 24, 2024
4:00 P.M.
Hauser Committee Room

Council Formal Hearing - Wednesday, October 2, 2024
7:00 P.M.
Council Chambers

NOTICE IS FURTHER GIVEN that interested persons may appear at said hearings and be heard for or against the proposed amendment. A copy of the proposed amendment is located in the Community Development Department.

Dated at Neenah, Wisconsin this 20th day of September 2024.

Brad Schmidt, AICP
Deputy Director of Community Development
Neenah, Wisconsin

Char Nagel
City Clerk
Neenah, Wisconsin

Publish: September 20th and September 23rd, 2024

MINUTES OF THE NEENAH PLAN COMMISSION
Tuesday, September 24, 2024
4:00 p.m.

Present:

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

Also Present:

Brad Schmidt, Deputy Director of Community Development	Lisa Mroczkowski, Public Works Office Manager	Alderman Lendrum
Alderman Pollnow	Tom Leighton, Stantec	

Minutes: MSC Andrew/Moore-Nokes, the Plan Commission, to approve the July 30, 2024, meeting minutes. All voting aye. Motion passed.

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

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

Public Hearings:

a. Chapter 26 – Zoning Code – Amendment

Deputy Director Schmidt distributed an email from S. Dabill Taylor in regard to the proposed amendment to Chapter 26, Zoning Code pertaining to Tourist Housing.

Chairperson Mayor Lang closed public hearings.

Action Items:

a. Chapter 26 – Zoning Code – Amendment (*Ordinance No. 2024-20*)

Deputy Director Schmidt stated that staff is proposing a modification to the tourist housing ordinance, which was adopted in 2017. The background on this is that we've been receiving requests over the years for tourist housing, primarily in commercial districts, where there are mixed uses, commercial on the first floor and resident/apartment on the second floor. Typically, these have been denied because the property is not the owner's primary residence. This proposal would expand tourist housing, or short-term rentals in the city.

Deputy Schmidt stated that the intent of the ordinance in the first place was to protect neighborhoods, so we said that the tourist housing has to be your primary residence. You can't have third party property managers managing the property. Looking at the commercial side of things, tourist housing is really no different than a hotel, which is allowed in our downtown and other commercial districts. Staff is proposing two modifications, the first is adding "except those tourist housing properties located in commercial buildings" language to Sec. 26-661(3) and

ORDINANCE
NO. 2024-20

suggests moving the last sentence talking about third party management companies being prohibited to the beginning of the section. Deputy Director Schmidt stated that not just any commercial building can be tourist housing. It still must have a dwelling unit per the definition of a dwelling unit standards. The second change regarding Section 26-661(8) removes the primary residence requirement from commercial property.

Member Andrews said commercial buildings could be apartments. Deputy Director Schmidt stated that apartments would fall under commercial buildings. I look at our downtown business properties, where you have the residents on the second floor, those are commercial properties, and that's where the requests have been coming from, primarily in the downtown where people have an apartment above a business.

Member Moore-Nokes asked what is generating the requests. Deputy Director Schmidt stated that owners are looking at other options for rentals because I think that downtown is a place where people want to be from a tourist standpoint.

Member Moore-Nokes referred to the email that was distributed and how it relates to the effect this change will have on housing shortage in the area. Deputy Director Schmidt stated that it is certainly a concern. I don't know if it's as impactful as that letter is suggesting. He said that we don't have a lot of apartments downtown. I don't think every owner that has an apartment downtown is going to rent it all for short term rentals.

Member Andrews asked how tourist housing is defined. Deputy Director Schmidt stated it is any rental less than 30 days.

Member Moore-Nokes asked if there is a limit to the number of days that a dwelling can be rented. Deputy Director Schmidt stated that it is no more than 180 days per year.

MSC Steiner/Moore-Nokes, the Plan Commission, to recommend Common Council approve Ordinance No. 2024-20, amending Section 26-661(3) and Section 26-661(8) of the Code of Ordinances relating to Tourist Housing. All voting aye. Motion passed.

b. Annexation #235-Breezewod Lane – Town of Neenah (Ordinance No.2024-19)

Deputy Director Schmidt stated that there Gerald & Barbara Porsche have submitted a petition for direct annexation to the City of Neenah for property located along the southside of Breezewood Lane in the Town of Neenah. The annexation is approximately 0.27 acres which is currently vacant land. The petitioners want to annex the land and reconfigure it with land they own along Baytree Lane. The property will be zoned R-1 , Single Family Residence District once annexed.

MSC Moore-Nokes/Steiner, the Plan Commission, to recommend Common Council approve Annexation #235 (Ordinance 2024-19), and the property also receive an R-1, Single-Family Residence District zoning classification. All voting aye. Motion passed.

REPORT

c. CSM #7-24 – Baytree Lane – 3 Lots

Deputy Director Schmidt stated that a certified survey map was submitted which proposed to reconfigure two lots on Baytree Lane and two on Breezewood Lane. There is a narrow strip of land between the three lots (two on Baytree Lane and one on Breezewood Lane) which is located in the Town of Neenah. This strip of land is owned by Gerald and Barbara Porche who reside at 1407 Baytree Lane. The CSM proposed to add a portion of the that strip of land to their property and to the property south of them at 1411 Baytree lane. Deputy Director Schmidt stated that additionally the southern portion of 1480 Breezewood lane is proposed to be added to 1411 Baytree Lane.

MSC Kaiser/Andrews, the Plan Commission, to approve the 3 lot CSM for the property located along Breezewood lane and Baytree Lane conditioned on the approval of Annexation #235.

d. Preliminary Plat #3-24 – 4th Additional to Homes at Freedom Meadows – 47 Lots

Deputy Director Schmidt stated that this is the final phase of the Homes at Freedom Meadows. It is located within the Freedom Acres and Freedom Meadows subdivisions on that north corner. It is a little over 15 acres and will have 47 single family lots. The average lot dimensions are 72 feet wide and just under 12,000 square feet in area, which is consistent with pretty much everything else in the Homes at Freedom Meadows. There are two roads that are proposed, Sovereign Way and Freeman Drive. Deputy Director Schmidt stated that staff is dealing with the DNR, because there are wetlands impacted here. It is possible that Sovereign Way, might curve just a little bit, depending on DNR is action on that wetland permit.

MSC Andrews/Steiner, the Plan Commission recommend Common Council approve the Preliminary Plat for the 4th Addition of the Homes at Freedom Meadows subdivision subject to the conditions on the preliminary plat review letter.

5. Housing Study and Needs Assessment – Consultant Introduction

Deputy Director Schmidt stated that Stantec is the consultant that's working on our housing study. to the Plan Commission will be serving as the steering committee for the housing study as we continue to develop it. There will be future meetings where Tom's and his colleagues will be bringing back information, data analysis, survey questions and other information that the steering committee will need to address and provide feedback on.

Mr. Leighton provided information to the Plan Commission on the staff that will be working on the housing study, project timeline, strategies, and how they offer a unique look at developing individual housing studies for communities.

Announcements and Future Agenda Items: Next meeting is scheduled for October 8, 2024

CONSENT AGENDA

Adjournment: The Commission adjourned its meeting at 4:48 p.m. MSC Steiner/Kaiser. All voting Aye. Motion passed.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Lisa Mroczkowski".

Lisa Mroczkowski
Public Works Office Manager

Brad R. Schmidt

From: Dabill Taylor <sdabilltaylor3@gmail.com>
Sent: Tuesday, September 24, 2024 9:54 AM
To: Cari C. Lendrum; Mark A. Ellis; Kathie A. Boyette; Brad R. Schmidt; mlang@neenahwi.gov
Subject: Plan Commission Public Hearing - Tourist Housing

I am writing to express an opinion regarding the change to the Tourist Housing Ordinance (Section 26-661(3) and Section 26-661(8)) to allow Commercial properties (mixed use dwelling units) to be used as Tourist housing in lieu of traditional long-term rental property.

The investor demand for Tourist Housing has excelled in recent years (COVID), and with it - the large profit margin investors/owners make renting units as short-term rentals versus long-term. Typically, a short-term rental can generate more income in a weekend than a traditional rental can generate in a month. Therefore, if the City is concerned about the lack of 'affordable housing' (or just long-term housing) - expanding the scope of Tourist Housing is not the answer. The increased requests by investors/owners for allowing short-term rentals is strictly based on profit - not what is best for the community. This amendment also does not address increased on-street parking needs in the downtown area or maximum persons per unit.

S. Dabill Taylor

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.



M E M O R A N D U M

DATE: September 24, 2024
TO: Mayor Lang and Members of Plan Commission
FROM: Brad Schmidt, AICP, Deputy Director
RE: Zoning Code Amendment – Section 26-661(3) and Section 26-661(8) – Tourist Housing

In 2017, the City created an ordinance to establish tourist housing (short-term rentals) regulations. Under the current ordinance, tourist housing properties must be the primary residence of the applicant and property management companies are prohibited. These restrictions have worked well in protecting residential neighborhoods.

Requests for tourist housing in non-residential areas such as Downtown Neenah, have increased over the last couple of years. Most of these properties are not the primary residence of the applicant. For that reason, these requests have been denied. The proposed modification to the tourist housing ordinance provides an exception for tourist housing in commercial districts which removes the requirement that the tourist housing property is the applicant's primary residence and allows property management companies to manage these properties.

Tourist housing in commercial areas is inherently different than those in residential areas. Commercial areas, like Downtown Neenah, allow similar uses like hotels. The impact of tourist housing in commercial areas also has less of an impact on neighboring properties since these properties are primarily commercial uses. A tourist house must be a dwelling unit and cannot locate in a primarily commercial building without obtaining the proper zoning and building permit approval to convert the property to a residential dwelling unit. In most cases, commercial properties with second floor residential dwelling units, would qualify for a tourist housing application.

Recommendation

Appropriate action at this time is for Plan Commission to recommend Common Council approve Ordinance No. 2024-20, amending Section 26-661(3) and Section 26-661(8) of the Code of Ordinances relating to Tourist Housing.



211 Walnut Street
Neenah, WI 54956

AN ORDINANCE: By Plan Commission
Re: Amending Section 26-661(3) and 26-661(8)
of the Code of Ordinances relating to Tourist
Housing.

ORDINANCE NO. 2024-20

Introduced: _____

Committee/Commission Action: _____

AN ORDINANCE

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

Section 1. Chapter 26, Article 15 of the Code of Ordinances of the City of Neenah, consisting of Sections 26-661(3) to 26-661(8), relating to Tourist Housing is amended to eliminate the stricken language and add the highlighted language to read as follows:

Sec. 26-661. Standards.

All tourist housing properties shall conform to the following standards:

(3) The owner(s) of the property is the only individual(s) allowed to rent out the tourist housing property **except those tourist housing properties located in commercial buildings.**
~~Third-party property management companies are strictly forbidden;~~

(8) **For single-family and two-family residences, the** ~~The~~ tourist housing property shall be the primary residence of the applicant. **In commercial buildings where a dwelling unit is included as part of a commercial property, the dwelling unit is not required to be the tourist housing applicant's primary residence;**

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Approved:

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Jane B. Lang, Mayor

Attest:

Charlotte Nagel, City Clerk

THIS INSTRUMENT WAS DRAFTED BY:
City Attorney David C. Rashid
211 Walnut Street
Neenah, WI 54956
State Bar No. 1056542



M E M O R A N D U M

DATE: September 24, 2024
TO: Mayor Lang and Members of Plan Commission
FROM: Brad Schmidt, Deputy Director
RE: Preliminary Plat Review – Fourth Addition to the Homes at Freedom Meadows

Request/Background

Van Sistine Homes, LLC submitted a preliminary plat for the Fourth Addition to the Homes at Freedom Meadows. A preliminary plat is the first step in reviewing a subdivision of land into 5 or more lots/parcels. In addition, the preliminary plat identifies the layout of streets, utilities, and land to be dedicated to the public.

Consideration

The proposed plat, 15.72 acres in size, includes 47 single-family residential lots and two outlots. The land was annexed to the City of Neenah and is zoned R-1, Single-Family Residence District. The average lot size is approximately 11,834 square feet which exceeds the minimum lot size for single-family residential lots. The average width of the residential lots is 72 feet wide, exceeding the 60-foot minimum.

Two streets are proposed to be dedicated through the new plat. Freeman Drive and Sovereign Way extend north from Liberty Avenue. Both streets are proposed to be extended north beyond the plat as development occurs in the future. Staff is recommending that Lots 141 and 118 be identified as outlots and a temporary street be included in the plat until the two streets extend north in the future. The length of the two dead-end streets will pose an issue for garbage, snow plowing, and public safety services without the connection. When the streets extend north in the future, the temporary street can be eliminated and the lots developed.

The developer is responsible for installing all public utilities (water, sanitary sewer, and storm sewer) as well as constructing all roads within the plat. As with all subdivisions in the City, a development agreement, outlining the fees and responsibilities between the City and the developer, will be completed before the final plat is approved. That agreement will be reviewed by the Finance Committee and the Board of Public Works and ultimately approved by Common Council.

The Public Works Department has reviewed the engineering plans for this plat and have requested several minor changes.

Storm water will be managed through rear yard drainage swales, storm sewers and ultimately storm water from this plat will be diverted to a storm water retention pond located south of the proposed plat in what will be the 2nd Addition to Freedom Acres. This pond is designed to manage storm water for the proposed plat and future phases of the development.

The proposed plat is consistent with the Freedom Acres/Homes at Freedom Meadows concept plan approved by Plan Commission. This phase represents the fifth out of six phases for the Homes at Freedom Meadows.

Recommendation

Appropriate action at this time is to recommend Common Council approve the Preliminary Plat for the Fourth Addition to the Homes at Freedom Meadows subdivision subject to the conditions on the preliminary plat review letter.



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

September 19, 2024

SCOTT ANDERSON
DAVEL ENGINEERING
1811 RACINE ROAD
MENASHA, WI 54952

RE: Preliminary Plat #2-24 - 4th Addition to the Homes at Freedom Meadows Preliminary Plat Review () Status Conditional

Dear SCOTT ANDERSON:

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

Sincerely,

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

Plan Review Comments

Planning - Brad Schmidt -
bschmidt@neenahwi.gov

Approved

Review Comments:

1. Sidewalk is required on both sides of Freeman Drive and Sovereign Way.
2. A street connection between Freeman Drive and Sovereign Way is required. This can be done as a temporary street (e.g. identify lots 118 and 141 as outlots), but must be a minimum of 30 feet wide. Remove easements on Lots 119 and 143 for temporary turnarounds.
3. Include a small outlot (similar to outlots 8 and 9) at the end (west terminus) of Liberty Avenue.
4. The approval of the preliminary plat is dependent on obtaining necessary wetland permits from the Wisconsin DNR.
5. Prior to approval of the final plat, the developer shall complete the purchase of the property from the City and finalize a development agreement.

Community Development - Chris Haese -
chaese@neenahwi.gov

Approved

Review Comments:

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

Conditional

Review Comments:

Consider dedicating the north 30 feet (north 5 feet would be part of out lot) of lots 141 and 118 for a connection street.

Public Works - Gerry Kaiser -
gkaiser@neenahwi.gov

Approved

Review Comments:

Traffic - James Merten - 920-886-6243
jmerten@neenahwi.gov

Approved

Review Comments:

Advisory Comments:

There should be a 5-foot outlot at the end of Liberty Avenue, like there are for the other two strips.

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

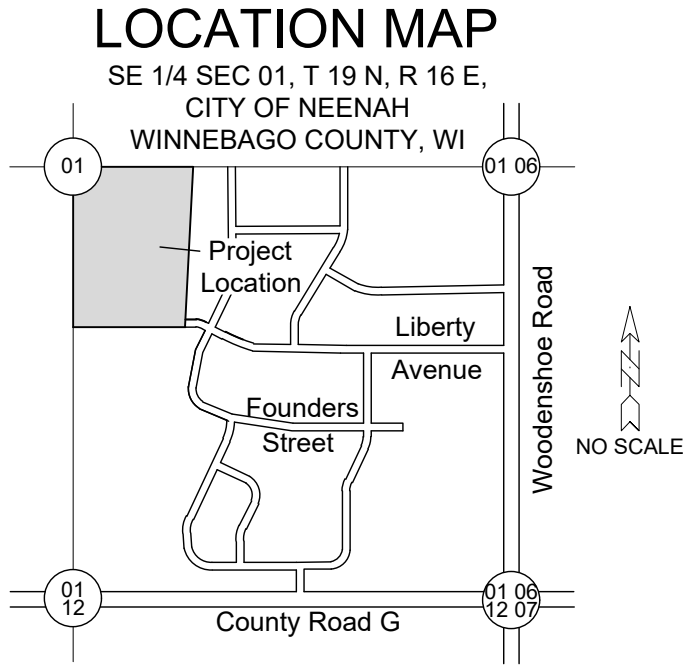
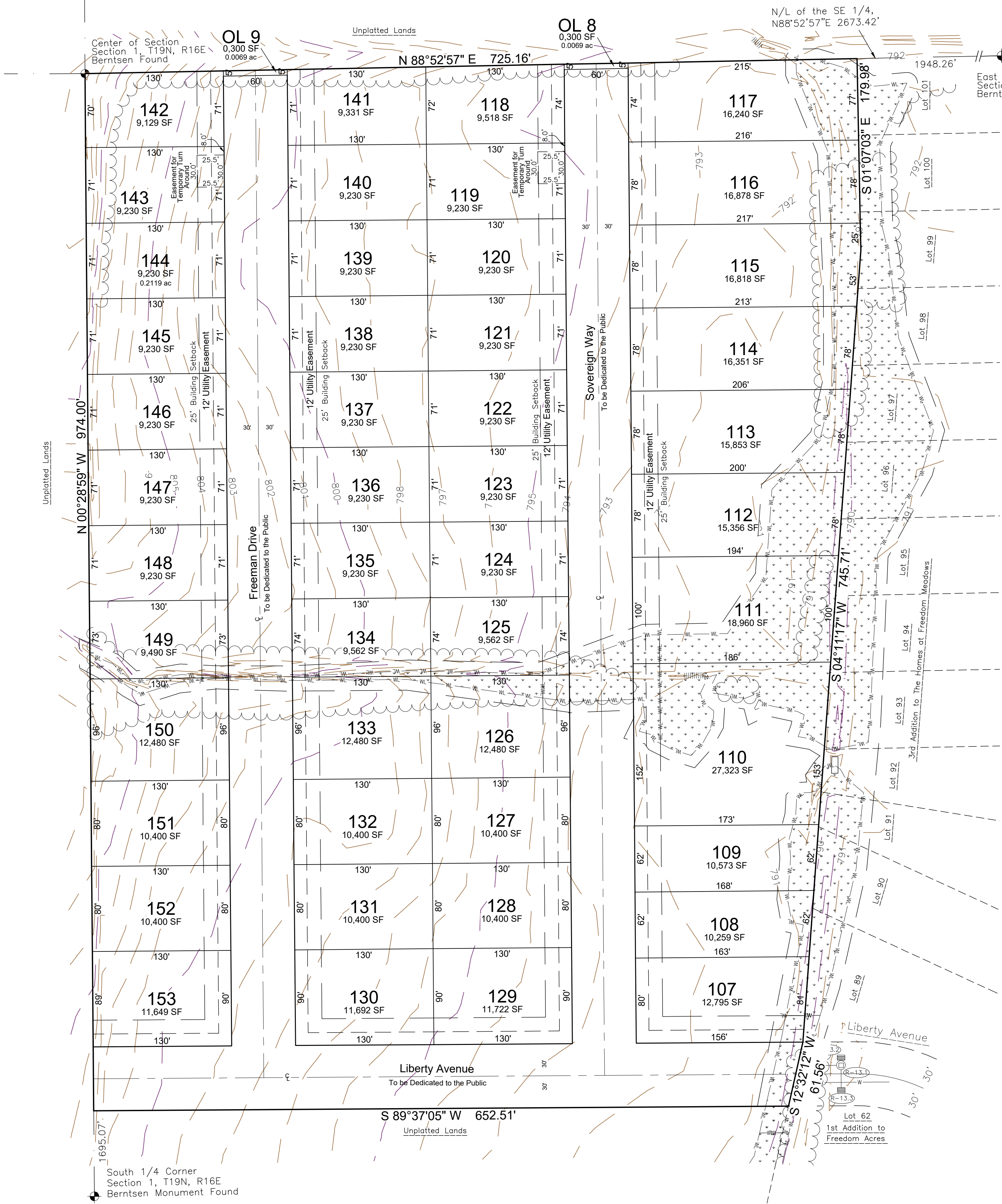
Approved

Review Comments:

Preliminary Plat of

4th Addition to The Homes at Freedom Meadows

Part of the Northwest 1/4 of the Southeast 1/4 of Section 1, Township 19 North, Range 16 East, City of Neenah, Winnebago County, Wisconsin



STORM STRUCTURES						
Structure	#	Rim	Inv	Size	Material	Direction
INL	R-13.2	790.90	787.02	12"	S	
MH	R-13.1	791.12	786.99	12"	N	
			783.39	12"	E	
			786.99	12"	S	
			783.39	12"	W	
INL	R-13.3	790.70	787.12	12"	S	

LEGEND			
	Storm Sewer (Pipe Size)		Storm Manhole Inlet
	Water Main (Pipe Size)		Hydrant
	Treeline		Utility Valve
	Index Contour - Existing		Benchmark
	Intermediate Contour - Existing		
	Delineated Wetlands		

SUPPLEMENTARY DATA

Total Area = 684,781 SF (15.7204 acres)
R/W Area = 149,739 SF (3.4375 acres)
Net Area = 535,042 SF (12.2829 acres)
Number of Lots = 47 and 2 Outlots
Average Lot Size = 11,834 SF
Typical Lot Dimension = 72' x 130'
Lineal Feet of Street = 1,337 LF
Existing Zoning = R-1
Proposed Zoning = R-1
Approving Authorities: City of Neenah
Objecting Authorities:
Department of Administration
Winnebago County Zoning

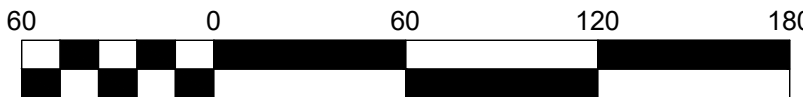
NOTES

- Utility and Drainage Easements will be Shown on the Final Plat.
- Lands to be annexed to the City of Neenah

SURVEYOR'S CERTIFICATE

I, Scott R. Andersen, hereby certify that this Preliminary Plat is a correct representation of all existing land divisions and features, and that I have complied with the preliminary plat requirements for the City of Neenah.

Scott R. Andersen, P.L.S. No. S-3169 Date



Bearings are referenced to the North line of the Southeast 1/4, Section 01, T19N, R16E, assumed to bear S88°52'57"W, base on the Winnebago County Coordinate System

4th Addition to Homes at Freedom Meadows
City of Neenah, Winnebago County, WI
For: Van Sistine Homes, LLC

Date: 07/15/2024
Filename: 8117Plat.dwg
Author: SRA
Last Saved by: Kristy
Page 1 of 1

PRELIMINARY PLAT

DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1886 Fax: 920-441-0804
www.davel.pro

Jul 15, 2024 - 03:33 PM J:\Projects\8117\on\dwg\Civil_30\8117Plat.dwg Printed by: Kristy

**CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, September 23, 2024 at 5:30 pm
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin**

MINUTES

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

Present: Chairman Erickson, Vice-Chair Boyette, Aldermen Steiner and Ellis, Director of Finance Rasmussen, Director of Human Resources Fairchild, and City Clerk Nagel.

Also present: City Attorney Rashid, Aldermen Lendrum and Pollnow Jr., and Information Technology Director Schroeder.

Absent/Excused: Council President Borchardt.

1. **Public Appearances:**

None.

2. **Minutes:** Motion/Second/Carried Ellis/Boyette to approve the minutes from the August 5, 2024 regular meeting as written. All voting aye.

3. **Annexation 235, Town of Neenah, Breezewood Ln (Attachments) (Schmidt)**

4. Director Rasmussen advised there is no financial impact to the city for this annexation, therefore, the recommendation is to approve.

Motion/Second/Carried Ellis/Steiner to recommend Council approve annexation 235, all voting aye.

5. **Medical Insurance Update – (Attachments) (Fairchild)**

Bec Kurzynske from M3 gave a presentation on the proposed health insurance benefits. Due to the health insurance coming off of a three-year rate hold, health insurance costs are projected to increase substantially. Despite plan design changes, the city is seeing the increase all at once due to the three-year locked in rate.

M3 looked at several different options including a variety of health insurance companies, self-insured, and plan alternatives, to craft a proposal to best meet the employees needs while keeping costs reasonable.

By moving to a self-insured plan, there are cost savings in administrative costs. There is an opportunity to reduce deductible and improve the overall plan design by eliminating the health reimbursement plan and going with copays. United Healthcare Choice Plus offers an employee and family plan which best fits the employees needs with as minimal increase as possible. There was discussion on the stop loss coverage with this plan as well.

Motion/Second/Carried Ellis/Steiner to recommend Council approve Self-Funded Healthcare Plan with UMR/OptumRx Projections with a \$1,750 deductible which is a 26.85% cost increase, all voting aye.

6. **Dental and Vision Insurance Update – (Attachments) (Fairchild)**

Staff presented a 3.7% increase in dental insurance and a 5% increase with a three year rate hold for vision.

Motion/Second/Carried by Ellis/Boyette to recommend Council approve the vision and amended dental proposal for 2025 as presented by staff, all voting aye.

7. **Central Square and BenTek System Integration (Attachment) (Schroeder)**

Director Schroeder advised the Committee that a Naviline – BenTek integration would provide an easy way to transfer payroll impact benefits elections to the payroll system. This automated transfer will eliminate the need for manual data entry and reduce the risk of mis-keyed information, improving HR staff efficiency. Benefits such as health insurance options and Flexible Spending Arrangement (FSA) contributions would be automatically transferred to the payroll system in Central Square. This integration is key to reaping the full benefits of the BenTek system and would be implemented in time for transferring 2025 benefits elections data.

Director Schroeder advised the final integration quote came back slightly lower than the original at a total of \$8,720.

Motion/Second/Carried Steiner/Ellis to recommend Council approve Central Square and BenTek System Integration with a total cost \$8,720, all voting aye.

8. **Discussion on Joint Municipal Court Deficit Repayment (Attachment) (Rasmussen)**

Since its inception, the court has been running with a deficit, a deficit that was 20 years in the making. At the end of 2023 the City of Neenah paid off its entire share of fiscal years 2002 - 2023 deficits. It should be noted that both cities were paying of 4 - 5% interest on the deficit.

In 2024 Menasha paid-off a small portion of the deficit in the amount of \$9,000 and proposed to pay off the remaining balance by the end of 2026; half paid in 2025, the remaining half in 2026.

Moving forward, the deficit will be zeroed out every year after the September audit. This assures going forward each municipality's deficit will be cleared off the books. Both mayors are on board with the forward plan.

This item was for discussion only, no action taken.

9. **Fiscal Matters: June 2024 Vouchers (Attachments) (Rasmussen)**

Motion/Second/Carried Ellis/Boyette to accept and place on file the June 2024 Vouchers. All voting aye.

10. **Fiscal Matters: July 2024 Vouchers (Attachments) (Rasmussen)**

Motion/Second/Carried Ellis/Boyette to accept and place on file the July 2024 Vouchers. All voting aye.

11. **The Committee will convene into closed session pursuant to Wis. Stat. Sec. 19.82(2) to confer with City Attorney who will render advice concerning strategies with respect to pending or impending litigation involving the City.**

Report

Report

Motion by Boyette, seconded by Ellis for the Committee to enter into closed session pursuant to Wis. Stat. Sec. 19.82(2) to confer with City Attorney who will render advice concerning strategies with respect to pending or impending litigation involving the City. The Committee may reconvene into open session to consider action on the City Attorney's report of pending or threatened litigation, all voting aye. The Committee entered into closed session at 6:33pm.

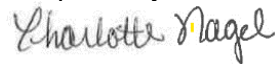
12. The Committee may reconvene into open session to consider action on the City Attorney's report of pending or threatened litigation.

The Committee did not reconvene into open session and adjourned in closed session.

6. Adjournment

Motion/Second/Carried Ellis/Steiner to adjourn the meeting 6:55 pm. All voting aye.

Respectfully submitted,

A handwritten signature in cursive script that reads "Charlotte Nagel". The signature is written in dark ink and is positioned above the printed name and title.

Charlotte Nagel
City Clerk



MEMORANDUM

Date: September 23, 2024

To: Chairperson Erickson and Members of the Finance & Personnel Committee

From: Amy Fairchild, Director of Human Resources & Safety

Re: 2025 Medical Renewal Update and Possible Action Item

M3 Representative Bec Kurzynske will present the Committee with proposals which have been presented to date along with alternative options for consideration.

As information related to this item is still being received, any additional backup will be provided to the committee during the scheduled meeting for review and consideration.

Attached is the Marketing Timeline showing what has occurred to date as well as the ongoing timeline with regards to the 2025 medical renewals. Such timeline is subject to revision based on available information and approvals.

Staff may provide a recommendation to approve a plan design as it relates to medical renewals for the 2025 plan year based on information presented by M3 to the committee.

MARKETING TIMELINE

City of Neenah

1/1/2025

- ☐ Self-Funding 101 Presentation with CoN & M3 (February 6)
- ☐ Determine Marketing Details (During March 6 Strategy Meeting)
 - Select Fully Insured Carriers, Self-Funded TPA, and Pharmacy Benefit Managers to market to
 - M3 Consulting Agreement
 - Discuss onsite clinic services if fully-insured vs self-funded
- ☐ Gather Census of All Eligible Employees from City (by March 27)
- ☐ Draft a Consulting Agreement for Medical Only (by April 1)
- ☐ Receive Illustrative Captive Proposals (by April 19)
- ☐ M3 Negotiations/Clarifications with Captive Manager (April 22-26)
- ☐ Review Illustrative Proposals with City (during May 1 meeting)
 - Determine Next Steps
- ☐ Discuss onsite clinic services with ThedaCare if self-funded (Mid-May)
- ☐ Send Fully-Insured RFP (by July 22 with 6 months of incurred 2024 data)
 - Robin (Renewal)
 - Network Health Plan
 - Anthem
 - WPS
 - WCA GHT
 - Carriers requested renewal before providing proposal
- ☐ Send RFP For TPA & PBM (by July 22)
 - UMR & OptumRx
 - Choice Plus Network
- ☐ Renewal Request Form Sent from HealthPartners and completed by City (July 23)
- ☐ M3 meeting with HealthPartners to review alternate plan designs requested (July 29)
- ☐ M3 & HealthPartners confirmed details of alternate plan designs requested (July 31)
- ☐ HealthPartners internal submission of renewal and alternate plan designs to underwriting (August 5)
- ☐ HealthPartners sales team review of renewal and alternate plan designs, any questions sent back to underwriting (August 23)
- ☐ M3 received renewal & alternates, asked HealthPartners for additional information (August 27)
- ☐ M3 sent renewal to fully-insured quoting carriers (August 28)
- ☐ M3 received notice of all fully-insured carriers declining to provide a quote (September 10)
- ☐ F&P Meeting – Present Available Proposal Information for Informational Purposes (Sept 23)
- ☐ Receive Firm Stop Loss Proposals and Funding Forecast (End of September)



800.272.2443

m3ins.com

-
- ☐ Meeting to review Funding Forecast and determine fully-insured with Robin or self-funded with UMR (early October)
 - ☐ Determine Funding Rates & Employee Contribution (early October)
 - ☐ F&P Meeting – Renewal Recommendations for Approval (October 7)
 - ☐ Council Meeting – Vote on Renewal Decisions (October 16)
 - ☐ Open Enrollment (October 28 – November 8)
 - ☐ Benefits Fair (November 4)
 - ☐ Account Structures due to OptumRx by November 8 to guarantee members can access OptumRx system on January 1
 - ☐ Electronic eligibility file due to UMR by November 20 to guarantee ID cards by January 1

If information is not received from the carriers by the date expected, timeline may be adjusted as needed

HEALTH PLAN RENEWAL UPDATE

City of Neenah

September 23, 2024





AGENDA

- Fully Insured Renewal
- Fully Insured Marketing
- Self Funded Proposal
- 2025 Plan Year Recommendations

FULLY INSURED RENEWAL AND FULLY INSURED MARKETING

HISTORY OF FULLY INSURED RENEWALS WITH ROBIN

Year	Rate increase over prior year (%)	Medical loss ratio at time of receiving renewal (paid claims + admin relative to premium)
2021	25.87% with Plan Design Changes (Originally received 29%)	157%
2022	5.13% with Plan Design Changes (Originally received 19%)	124%
2023	0.67% with Plan Design Changes (Originally received 9.9% Rate Cap Maximum)	131%
2024	9.68% with Plan Design Changes (Originally received 12% Rate Cap Maximum)	130%
2025	35% with no Plan Design Changes (alternate proposal reduces increase to 28%)	138%

RATE INCREASE

- Calculated rate increase of 47.05%
 - With rate relief – delivered at 35% increase
- Utilization for prior 12 months
 - 6 claimants over \$100K
 - 5/6 expected to be high-cost claimants in 2025

CONSIDERATIONS

- Alternate Plan Designs
 - Changes to deductibles and maximum out of pockets
 - Plan design option to forego HRA contribution in exchange for lower deductible and copay plan
- Transition from 3 plans offered to 2
- 4 Tier Rate Structure
 - Current: Employee Only / Family
 - 4 Tier: Employee Only / Employee + Spouse / Employee + Child(ren) / Family

FULLY INSURED MARKETING

- Requested proposals from all fully insured carriers serving the locations City of Neenah employees live and work
 - Anthem
 - WPS
 - Wisconsin Counties Association – Group Health Trust (jointly self-funded Trust)
 - Network Health
- All fully-insured carriers declined to quote (DTQ) based on the risk and uncompetitive rates
- With support from ThedaCare, Network Health agreed to reconsider their DTQ but resulted in another DTQ

SELF-FUNDED PROPOSAL

- Thursday, September 19, received a favorable stop loss coverage offer from Tokio Marine HCC
 - Premiums lower than projected in June funding forecast
 - 2 lasers (unique specific deductible for expected high-cost claimants)
- Proposal from UMR (TPA), OptumRx (PBM) and Tokio Marine HCC (stop loss) used in updated funding forecast

SELF-FUNDING ADVANTAGES FOR CITY OF NEENAH AT THIS TIME

Evaluate self-funded vs. fully insured

- **Simplification**
 - **One Network:** UnitedHealthcare Choice Plus Network and OptumRx – broad networks
 - **Modernize Plan Design:** Offer members option for copay plan with reduced deductible in lieu of HRA
- **Incentivize use of Onsite Clinic** and consider expanded services
- **Seek Partnerships** to achieve cost savings and high-quality care
- **Engage Pharmaceutical clinicians and experts** to identify and implement cost saving strategies
- **Utilize Springbuk Data Analytics Tool** to use monthly claims data to understand risk, educate members, and deploy strategies to best serve members

FORECAST EXAMPLE

Variable Costs

I. TREND ASSUMPTIONS

Medical Trend	6.0%	
Prescription Drug Trend	10.0%	
Blended Trend	6.5%	Represents blend of medical & Rx trend based on group experience
Renewal Date	07/01/2021	12/30/2021
Projection End Date	06/30/2022	12

II. HISTORICAL CLAIMS EXPERIENCE

	07/01/2020 01/01/20- 12/31/20	07/01/2019 01/01/19- 12/31/19
EXPERIENCE PERIOD		
Paid Medical Claims	\$4,002,202	\$3,345,460
Paid Prescription Drug Claims	\$582,786	\$484,499
Less Specific Excess Claims (@ \$100,000 Deductible)	(\$670,185)	(\$169,858)
Plan Change Adjustment Factor	1.2169	1.2171
Plan Maturation Factor ⁽¹⁾	1.0454	1.0000
Adjusted Paid Claims	\$4,980,176	\$4,454,754
Number of Months in Experience Period	12	12
Annualized Adjusted Paid Claims	\$4,980,176	\$4,454,754
Average Members	877	833
Claims per Member per Year	\$5,682	\$5,345
Trend to Midpoint (number of months)	18.0	30.0
Trend to Midpoint (trend factor)	1.0992	1.1707
Projected Claims per Member per Year	\$6,245	\$6,249
Weight	70%	
Weighted Average Claims per Member per Year	\$6,249	

(1) Claims Adjustment due to COVID

III. CALCULATION OF FUNDING LEVELS

1. Variable Costs

Current Members	889
Projected Plan Year Medical/Rx Claims	\$5,557,371

Fixed Costs

	Single Rate PEPM	Family Rate PEPM	Total Annual Cost	Notes to Data
Medical Administration	\$40.12	\$40.12	\$155,987	UMR Proposal
Provider Network Fees	\$0.00	\$0.00	\$0	UMR Proposal
Stop Loss Interface Fee	\$0.00	\$0.00	\$0	UMR Proposal
Utilization Management	\$0.00	\$0.00	\$0	UMR Proposal
Case Management	\$0.00	\$0.00	\$0	UMR Proposal
Disease Management	\$0.00	\$0.00	\$0	UMR Proposal
Medical and Pharmacy Integration	\$0.00	\$0.00	\$0	UMR Proposal
Telemedicine (Teledoc)	\$0.00	\$0.00	\$0	UMR Proposal
Premium PDL Pharmacy Credit	(\$35.75)	(\$35.75)	(\$138,996)	UMR Proposal
Aggregate Stop Loss	\$14.26	\$14.26	\$55,443	Estimated Proposal
Specific Stop Loss (\$100,000 deductible)	\$110.32	\$331.41	\$1,020,564	Estimated Proposal
Other Fees			\$0	
Total Fixed Costs=			\$1,092,997	

Total Cost Comparison

Calculated Funding Rate Increase					
M3 Expected Projected Overall Plan Year Expenditures	\$6,650,368				26.96%
Estimated SL Expected Projected Overall Plan Year Expenditures	\$6,581,124				25.64%
Estimated SL Maximum Projected Overall Plan Year Expenditures	\$7,953,156				51.84%
Projected Funding w/ Current Rates	\$5,238,015				

Plan Level	Current Contract Counts	Current Funding Rate	M3 Expected Calculated Funding Rate	Estimated Expected Calculated Funding Rate	Estimated Maximum Calculated Funding Rate
Single Coverage - \$2,000 HSA	86	\$728.45	\$924.87	\$915.24	\$1,106.04
Family Coverage	203	\$1,657.92	\$2,104.95	\$2,083.04	\$2,517.31
Single Coverage - \$4,000 HSA	15	\$616.28	\$782.45	\$774.30	\$935.73
Family Coverage	20	\$1,402.63	\$1,780.83	\$1,762.29	\$2,129.69
Totals	324	\$5,238,015	\$6,650,368	\$6,581,124	\$7,953,156
			26.96%	25.64%	51.84%

The recommended rates do not include the plan sponsor's 2% administrative allowance for COBRA Participants

SELF-FUNDING

ADVANTAGES

- Cash flow
- Cost saving
- Access to data
- Plan design flexibility
- Long-term stability
- Additional employer involvement

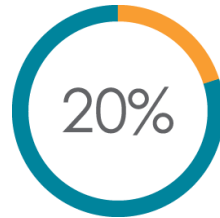


DISADVANTAGES

- Month-to-month claims
- Variability = unpredictable costs
- Additional employer involvement
- Laser risk
- Compliance

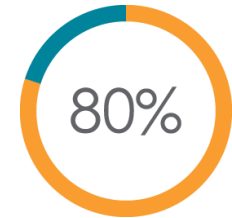
ELEMENTS OF A SELF-FUNDED PLAN

FIXED COSTS



- Claims administration
- Stop Loss/reinsurance
 - Traditional vs. Captive
- Pharmacy
- Network access
- Disease management
- Other services as needed

VARIABLE COSTS



- Medical claims
- Pharmacy claims

SELF FUNDING ANALYSIS

Evaluate self-funded vs. fully insured

- **Historical claims data** vs. most recent renewal
- **Projected claims data** via M3's funding forecast model, which follows actuarial sound methodology
- **Fixed costs** based off proposals from UMR, OptumRx and Tokio Marine HCC

SELF-FUNDED PROPOSAL

Trend Assumptions

I. TREND ASSUMPTIONS

Medical Trend	6.1%	
Prescription Drug Trend	10.3%	
Blended Trend	7.1%	<i>Represents blend of medical & Rx trend based on group experience</i>
Renewal Date	01/01/2025	07/02/2025
Projection End Date	12/31/2025	12

SELF-FUNDED PROPOSAL

Claims Projection based on Historical Claims Experience

II. HISTORICAL CLAIMS EXPERIENCE

	01/30/2024	01/30/2023
EXPERIENCE PERIOD	08/01/23 - 07/31/24	08/01/22 - 07/31/23
Paid Medical Claims	\$3,122,515	\$2,637,446
Paid Prescription Drug Claims	\$910,585	\$976,113
Less Pooled Claims (@ \$100,000 Stop Loss Threshold)	(\$583,156)	(\$204,573)
Network Change Adjustment Factor	1.0000	1.0000
Adjusted Paid Claims	\$3,449,944	\$3,408,986
Number of Months in Experience Period	12	12
Annualized Adjusted Paid Claims	\$3,449,944	\$3,408,986
Average Members*	553	565
Claims per Member per Year	\$6,241	\$6,034
Trend to Midpoint (number of months)	17.0	29.0
Trend to Midpoint (trend factor)	1.1024	1.1809
Projected Claims per Member per Year	\$6,881	\$7,126
Weight	70%	30%
Weighted Average Claims per Member per Year	\$6,954	

SELF-FUNDED PROPOSAL

Variable Costs

1. Variable Costs

Current Member Count	546
M3 Projected Plan Year Medical/Rx Claims	\$3,797,038
Stop Loss Projected Plan Year Medical/Rx Claims	\$2,795,051
Stop Loss Maximum Plan Year Medical/Rx Claims	\$3,493,814

SELF-FUNDED PROPOSAL

Fixed Costs

2. Fixed Costs

	Single Rate PEPM	Family Rate PEPM	Total Annual Cost	Notes
Medical Claims Admin	\$43.63	\$43.63	\$96,859	UMR Proposal
Plan Advisor	\$2.95	\$2.95	\$6,549	UMR Proposal
Select PDL Rx Credit	-\$27.00	-\$27.00	-\$59,940	UMR Proposal
Monthly Fee Waiver	-\$7.96	-\$7.96	-\$17,660	UMR Proposal
Nurseline	\$0.50	\$0.50	\$1,110	UMR Proposal
Maternity Care	\$0.65	\$0.65	\$1,443	UMR Proposal
M3 Commission	\$17.00	\$17.00	\$37,740	Proposed
Specific Stop Loss Premium	\$280.73	\$280.73	\$623,221	TMHCC Proposed
Aggregate Stop Loss Premium	\$9.46	\$9.46	\$21,001	TMHCC Proposed
Laser Liability	\$112.61	\$112.61	\$250,000	TMHCC Proposed
Laser Liability	\$45.05	\$45.05	\$100,000	TMHCC Proposed
Springbuk	\$1.25	\$1.25	\$2,775	Proposed
Total Fixed Costs=			\$1,063,097	

SELF-FUNDED PROPOSAL

Premium Equivalent

M3 Projected Overall Plan Year Expenditures

\$4,860,135

38.26%

2025 Alternate Plan Options (UMR/HCC - \$100K Specific Deductible)				
Health Carrier	UMR		UMR	
	Alternate - remove HRA, reduce deductible		Alternate - remove HRA, reduce deductible	
Plan				
Deductible	Single	Family	Single	Family
In Network	\$1,750	\$3,500	\$1,500	\$3,000
Out of Network	\$3,500	\$7,000	\$3,500	\$7,500
HRA Contribution	Single	Family	Single	Family
	\$0	\$0	\$0	\$0
Co-Insurance				
In Network	80%		90%	
Out of Network	50%		60%	
Max Out-of-Pocket	Single	Family	Single	Family
In Network Medical	\$7,000	\$14,000	\$5,000	\$10,000
Out of Network	\$14,000	\$28,000	\$10,000	\$20,000
Office Visits	PCP	Specialist	PCP	Specialist
In Network	\$40	\$65	\$40	\$65
Out of Network	Deductible & Coinsurance		Deductible & Coinsurance	
Routine/Preventive Care				
In Network	Select Services Covered In Full		Select Services Covered In Full	
Out of Network	Deductible & Coinsurance		Deductible & Coinsurance	

HRA funding has been applied to reduce the deductible.
There is no HRA in either of these plan designs.

SELF-FUNDED PROPOSAL

Premium Equivalent

M3 Projected Overall Plan Year Expenditures

\$4,860,135

38.26%

2025 Alternate Plan Options (UMR/HCC - \$100K Specific Deductible)				
Health Carrier	UMR		UMR	
	Alternate - remove HRA, reduce deductible		Alternate - remove HRA, reduce deductible	
Plan				
Deductible	Single	Family	Single	Family
In Network	\$1,750	\$3,500	\$1,500	\$3,000
Out of Network	\$3,500	\$7,000	\$3,500	\$7,500
Urgent Care				
In Network	\$100		\$100	
Out of Network	Deductible & Coinsurance		Deductible & Coinsurance	
Emergency Room				
	\$500		\$500	
Hospital Services				
In Network	Deductible & Coinsurance		Deductible & Coinsurance	
Out of Network	Deductible & Coinsurance		Deductible & Coinsurance	
Prescription Drugs				
In Network	\$10 / \$50 / \$75 / 30% to \$300 Max		\$10 / \$50 / \$75 / 30% to \$300 Max	

SELF-FUNDED PROPOSAL

Premium Equivalent

M3 Projected Overall Plan Year Expenditures

\$4,860,135

38.26%

2025 Alternate Plan Options (UMR/HCC - \$100K Specific Deductible)				
Health Carrier	UMR		UMR	
	Alternate - remove HRA, reduce deductible		Alternate - remove HRA, reduce deductible	
Plan				
Deductible	Single	Family	Single	Family
In Network	\$1,750	\$3,500	\$1,500	\$3,000
Out of Network	\$3,500	\$7,000	\$3,500	\$7,500
Rates with Full Membership in Either Plan				
Employee	51	\$1,042.86	51	\$1,123.35
Family	134	\$2,758.42	134	\$2,971.31
Monthly Totals	\$422,814		\$455,447	
Annual Totals	\$5,073,765		\$5,465,364	
Total Annual Δ\$ from Current	\$1,073,955		\$1,465,554	
Total Annual Δ% from Current	26.85%		36.64%	

WHAT TO CONSIDER?



2025 Analysis



Risk Tolerance



Long-term Goals



Network Access

HEALTH PLAN OPTIONS SUMMARY WITH HRA FUNDING INCLUDED

- Fully Insured Renewal with Robin: 30.82% Increase
- Fully Insured Alternate with Robin (3 plans): 30.51% Increase
- Fully Insured Alternate with Robin (2 plans): 33.81%
- **Self-Funded Health Plan with UMR/OptumRx Projections**
 - **\$1,750 deductible: 26.85%**
 - **\$1,500 deductible: 36.64%**

QUESTIONS?



THANK YOU!



2025 Alternate Plan Options (UMR/HCC - \$100K Specific Deductible)

Health Carrier		UMR		UMR	
		Alternate - remove HRA, reduce deductible		Alternate - remove HRA, reduce deductible	
Deductible		Single	Family	Single	Family
	In Network	\$1,750	\$3,500	\$1,500	\$3,000
	Out of Network	\$3,500	\$7,000	\$3,500	\$7,500
HRA Contribution		Single	Family	Single	Family
		\$0	\$0	\$0	\$0
Co-Insurance					
	In Network	80%		90%	
	Out of Network	50%		60%	
Max Out-of-Pocket		Single	Family	Single	Family
	In Network Medical	\$7,000	\$14,000	\$5,000	\$10,000
	Out of Network	\$14,000	\$28,000	\$10,000	\$20,000
Office Visits		PCP	Specialist	PCP	Specialist
	In Network	\$40	\$65	\$40	\$65
	Out of Network	Deductible & Coinsurance		Deductible & Coinsurance	
Routine/Preventive Care					
	In Network	Select Services Covered In Full		Select Services Covered In Full	
	Out of Network	Deductible & Coinsurance		Deductible & Coinsurance	
Urgent Care					
	In Network	\$100		\$100	
	Out of Network	Deductible & Coinsurance		Deductible & Coinsurance	
Emergency Room					
		\$500		\$500	
Hospital Services					
	In Network	Deductible & Coinsurance		Deductible & Coinsurance	
	Out of Network	Deductible & Coinsurance		Deductible & Coinsurance	
Prescription Drugs					
	In Network	\$10 / \$50 / \$75 / 30% to \$300 Max		\$10 / \$50 / \$75 / 30% to \$300 Max	
Rates					
Employee	46	\$873.71		5	\$941.14
Employee + Spouse	13	\$2,009.53		3	\$2,164.63
Employee + Child(ren)	13	\$1,572.67		3	\$1,694.05
Family	81	\$3,145.35		21	\$3,388.11
Monthly Totals		\$341,532.36		\$87,432.05	
Annual Totals		\$4,098,388.33		\$1,049,184.63	

Annual Total	\$5,147,573		
Total Annual Δ\$ from Current	\$1,141,763	Total Annual Δ% from Current	28.50%

Rates with Full Membership in Either Plan					
Employee	51	\$873.71		51	\$941.14
Employee + Spouse	16	\$2,009.53		16	\$2,164.63
Employee + Child(ren)	16	\$1,572.67		16	\$1,694.05
Family	102	\$3,145.35		102	\$3,388.11
Monthly Totals		\$422,700		\$455,324	
Annual Totals		\$5,072,398		\$5,463,892	
Total Annual Δ\$ from Current		\$1,066,588		\$1,458,081	
Total Annual Δ% from Current		26.63%		36.40%	

While every effort is made to illustrate the carriers' various benefits, discrepancies or errors are possible. In the event of an error, the actual product brochure furnished by the insurance carrier and approved by the Commissioner of Insurance will prevail. The master contract and policyholder certificates are more detailed and should be used for the determination of benefits. All plans will comply with state and/or federal requirements with regard to nervous and mental benefits.



**TOKIO MARINE
HCC**

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Underwriter:
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jsinkula@tmhcc.com

Sales Representative:
Jill VerWoert
jverwoert@tmhcc.com

Stop Loss Proposal for: City of Neenah
Effective Dates: 01/01/2025 – 12/31/2025
Quoted for: M3 Insurance Solutions, Inc.
Proposal Number: 2-1374381
FIRM PENDING DISCLOSURE

INDIVIDUAL STOP LOSS COVERAGE

Plan Description		Option 1	Option 2	Option 3
Coverages		Medical, Rx Card	Medical, Rx Card	Medical, Rx Card
Annual Specific Deductible per Individual		\$ 100,000	\$ 110,000	\$ 120,000
Except for				
Claimant 1, Acute Myeloblas		\$ 350,000	\$ 350,000	\$ 350,000
Claimant 2, Non-ST Myocardi		\$ 200,000	\$ 200,000	\$ 200,000
Contract Basis		12/12	12/12	12/12
Lifetime Reimbursement		Unlimited	Unlimited	Unlimited
Maximum Contract Period Reimbursement		Unlimited	Unlimited	Unlimited
Rate(s) Per Month	Enrollment			
Composite	186	\$ 280.73	\$ 258.13	\$ 240.10
Estimated Contract Period Premium		\$ 626,589	\$ 576,146	\$ 535,903
Rate(s) include Commission of		0.00 %	0.00 %	0.00 %



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FIRM PENDING DISCLOSURE

AGGREGATE STOP LOSS COVERAGE

Plan Description		Option 1	Option 2	Option 3
Coverages		Medical, Rx Card	Medical, Rx Card	Medical, Rx Card
Contract Basis		12/12	12/12	12/12
Loss Limit per Individual		\$ 100,000	\$ 110,000	\$ 120,000
Maximum Contract Period Reimbursement		\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Rate per Month	Enrollment			
Composite	186	\$ 9.46	\$ 9.98	\$ 10.18
Estimated Contract Period Premium		\$ 21,115	\$ 22,275	\$ 22,722
Rate(s) include Commission of		0.00 %	0.00 %	0.00 %
Annual Aggregate Deductible		\$ 3,512,699	\$ 3,890,912	\$ 4,029,965
Minimum Aggregate Deductible		\$ 3,161,429	\$ 3,501,821	\$ 3,626,969
Monthly Aggregate Claim Factors	Enrollment			
Medical, Rx Card				
Composite	186	\$ 1,573.79	\$ 1,743.24	\$ 1,805.54
Composite	186	\$ 1,573.79	\$ 1,743.24	\$ 1,805.54
Run-In Limited To		\$ 0	\$ 0	\$ 0

OVERALL COST SUMMARY

Plan Description	Option 1	Option 2	Option 3
Total Annual Fixed Cost	\$ 647,704	\$ 598,421	\$ 558,625
Aggregate Variable	\$ 3,512,699	\$ 3,890,912	\$ 4,029,965
Maximum Annual Liability	\$ 4,160,403	\$ 4,489,333	\$ 4,588,590



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PROPOSAL QUALIFICATIONS AND CONTINGENCIES

Quoted terms and conditions are subject to possible revision based upon the receipt and review of the following items:

- Paid claims experience to the effective date including monthly enrollment figures.
- Updated shock loss information to the date HCC Life Insurance Company has been notified that the proposal has been accepted by the group. Shock loss information should include injuries, illnesses, diseases, diagnoses, or other losses of the type, which are reasonably likely to result in a significant medical expense claim or disability, regardless of current claim dollar amount. In addition, shock loss information should include any claimant that has incurred claim dollars in excess of \$ 50,000, regardless of diagnosis. Information is also needed on any claims processed and unpaid, pending or denied for any reason. Please refer to our Trigger Diagnosis Disclosure List, which provides examples of some, but not all, types of shock losses.
- We will accept final shock loss disclosure no earlier than 30 days prior to the effective date.
- Please see the attached exhibit for plan document assumptions and requirements.
- Should a large claim(s) (non-reoccurring and/or ongoing) become known and the initial date of service is prior to the date of written acceptance by HCC Life Insurance Company, we reserve the right to re-underwrite the case.
- In the event there is a greater than 10% change in enrollment between the submitted initial enrollment data and the final enrollment data, rates and factors may be recalculated.
- Minimum participation level of 75% of all eligible employees is required.
- Our proposal includes Simultaneous Funding on Specific reimbursements.
- Rates and Factors are calculated with the plan anniversary date and the Policy effective date as the same date. Should the plan anniversary date and the stop loss policy effective date be different we reserve the right to modify our rates, factors and terms of coverage to accommodate for additional liabilities incurred by the plan due to state and/or federal mandates during the stop loss contract period.
- Quote rated with retirees covered. Quote rated with no COBRAs being covered based on the census information provided.
- INCUMBENT ADMINISTRATORS ONLY In Lieu of Disclosure Statement, UMR, Inc. approved reports SLAM Report (Stop Loss Activity Management), UM Cases Open or Closed Within Specified Timeframe, SLAM Report (Stop Loss Activity Management), SLAM Report (Stop Loss Activity Management), SLAM Report (Stop Loss Activity Management), Monthly Aggregate Stop Loss Results will be accepted as disclosure.
- The Specific Contract Period Reimbursement Maximum for any individual with a Separate Individual Specific Deductible will be reduced by the difference between the Separate Individual Specific Deductible and the Policyholder's Specific Deductible.
- The maximum amount of Covered Expenses that are eligible to satisfy the Annual Aggregate deductible for an individual who has been assigned a higher Separate Individual Specific Deductible will be the amount as shown under Loss Limit on the Application.



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FIRM PENDING DISCLOSURE

- Quote Rated with the following UR Vendors: CARE - UR.
- Quote Rated with the following Cost Containment Program(s): UnitedHealthcare ChoicePlus.
- Proposal is contingent upon receipt of detailed Specific Disclosure.

Initial the selected proposal option (please initial both the selected Specific and Aggregate option):

Option	Specific	Aggregate
1	\$ 100,000 / 12/12	\$ 100,000 / 12/12
2	\$ 110,000 / 12/12	\$ 110,000 / 12/12
3	\$ 120,000 / 12/12	\$ 120,000 / 12/12

The Premium and Aggregate Deductibles are based on the data submitted. Any inaccurate or incomplete data submitted may require changes at final underwriting. We will not be bound by any typographical errors or omissions contained herein.

Date: _____

By: _____

Agent of Record or Administrator

This proposal expires if applications are not requested before the valid through date.

Plan Document Assumptions

This proposal for stop loss coverage assumes the Plan Sponsor's plan document includes certain standard clauses, exclusions and limitations. These exclusions and limitations include, but are not limited to the following:

1. **Eligibility, Effective Date, and Enrollment Date** provisions, which include definitions of eligible employees (including definitions of full-time and part-time), dependents, and retirees, if applicable.
2. **Termination Provisions** which clearly define when eligibility and benefits cease. The Termination Provisions should include specific wording regarding extension of coverage (also known as "extension of active service") during a period of inactive service due to disability, layoff or leave of absence. The plan should include COBRA wording consistent with federal requirements.
3. **Transplant** benefit wording that identifies any benefits applicable to the donor (particularly the non-participating donor), the recipient, organ procurement, and any covered transportation, lodging and companion charges.
4. The Plan is expected to contain provisions that preserve its ability to seek a right of recovery, to recover funds via subrogation, to enforce coordination of benefit clauses with other plans and where able, to be secondary to Medicare and other public programs (subject to the Plan's compliance with Medicare Secondary Payer rules).
5. Exclude expenses resulting from losses which are due to any act of war, whether declared or not.
6. Exclude expenses for any injury or illness arising out of or in the course of any occupation or employment for wage or profit.
7. Exclude expenses related to Alternative Treatment, except when deemed both medically necessary and cost effective when compared to a normal course of treatment.
8. All HCC Life policies contain an Experimental and Investigative definition and exclusion along with coverage requirements for clinical trials that complies with the Affordable Care Act (ACA).

City of Neenah
2025 STOP LOSS REVIEW



FORECAST				
PLAN YEAR	2025 HCC Option 1	2025 HCC Option 2	2025 HCC Option 3	
SPEC Level	\$ 100,000	\$ 110,000	\$ 120,000	
Projected Total Paid Claims	\$ 3,797,038	\$ 3,845,921	\$ 3,894,306	
5% of Claims	\$ 189,852	\$ 192,296	\$ 194,715	
Average Enrollment	185	185	411	
Total Stop Loss Premium	\$644,222	\$595,205	\$555,622	
Total Stop Loss Premium \$ Change from \$100k Spec		(\$49,017)	(\$88,600)	
Number of Hits to Break Even -->		5	4	

History of Claimants over \$100,000

- 2020: 0 claimants between 100-125k; 3 claimants over 125k
- 2021: 1 claimants between 100-125k; 4 claimants over 125k
- 2022: 2 claimants between 100-125k; 3 claimants over 125k
- 2023: 0 claimants between 100-125k; 5 claimants over 125k



Projected Funding Levels: 01/01/25 to 12/31/25

Prepared for City of Neenah

Completed:

09/23/2024

Version 2.0

\$100,000 Specific Stop Loss Deductible - UMR/TMHCC

I. TREND ASSUMPTIONS

Medical Trend	6.1%	Represents blend of medical & Rx trend based on group experience
Prescription Drug Trend	10.3%	
Blended Trend	7.1%	
Renewal Date	01/01/2025	
Projection End Date	12/31/2025	12

II. HISTORICAL CLAIMS EXPERIENCE

	01/30/2024	01/30/2023
EXPERIENCE PERIOD	08/01/23 - 07/31/24	08/01/22 - 07/31/23
Paid Medical Claims	\$3,122,515	\$2,637,446
Paid Prescription Drug Claims	\$910,585	\$976,113
Less Pooled Claims (@ \$100,000 Stop Loss Threshold)	(\$583,156)	(\$204,573)
Network Change Adjustment Factor	1.0000	1.0000
Adjusted Paid Claims	\$3,449,944	\$3,408,986
Number of Months in Experience Period	12	12
Annualized Adjusted Paid Claims	\$3,449,944	\$3,408,986
Average Members*	553	565
Claims per Member per Year	\$6,241	\$6,034
Trend to Midpoint (number of months)	17.0	29.0
Trend to Midpoint (trend factor)	1.1024	1.1809
Projected Claims per Member per Year	\$6,881	\$7,126
Weight	70%	30%
Weighted Average Claims per Member per Year	\$6,954	

III. CALCULATION OF FUNDING LEVELS

1. Variable Costs

Current Member Count	546
M3 Projected Plan Year Medical/Rx Claims	\$3,797,038
Stop Loss Projected Plan Year Medical/Rx Claims	\$2,795,051
Stop Loss Maximum Plan Year Medical/Rx Claims	\$3,493,814

2. Fixed Costs

	Single Rate PEPM	Family Rate PEPM	Total Annual Cost	Notes
Medical Claims Admin	\$43.63	\$43.63	\$96,859	UMR Proposal
Plan Advisor	\$2.95	\$2.95	\$6,549	UMR Proposal
Select PDL Rx Credit	-\$27.00	-\$27.00	-\$59,940	UMR Proposal
Monthly Fee Waiver	-\$7.96	-\$7.96	-\$17,660	UMR Proposal
Nurseline	\$0.50	\$0.50	\$1,110	UMR Proposal
Maternity Care	\$0.65	\$0.65	\$1,443	UMR Proposal
M3 Commission	\$17.00	\$17.00	\$37,740	Proposed
Specific Stop Loss Premium	\$280.73	\$280.73	\$623,221	TMHCC Proposed
Aggregate Stop Loss Premium	\$9.46	\$9.46	\$21,001	TMHCC Proposed
Laser Liability	\$112.61	\$112.61	\$250,000	TMHCC Proposed
Laser Liability	\$45.05	\$45.05	\$100,000	TMHCC Proposed
Springbuk	\$1.25	\$1.25	\$2,775	Proposed
Total Fixed Costs=			\$1,063,097	

M3 Projected Overall Plan Year Expenditures	\$4,860,135	38.26%
Stop Loss Projected Overall Plan Year Expenditures	\$3,858,148	9.75%
Stop Loss Maximum Overall Plan Year Expenditures	\$4,556,911	29.63%
Projected Funding w/ Current Rates	\$3,515,310	

Minimum
stop loss projected

Plan Level	Current Contract Counts	Current Fully Insured Rate	Calculated Funding Rate	Proposed Funding Rate	Proposed Funding Rate (2 Plans)
Employee Only - \$3,500 HRA Broad	11	\$813.46	\$1,124.66	\$1,124.66	\$970.80
Employee + Family - \$3,500 HRA Broad	34	\$2,151.61	\$2,974.73	\$2,974.73	\$2,567.77
Employee Only - \$3,500 HRA Select	35	\$666.65	\$921.69	\$921.69	\$970.80
Employee + Family - \$3,500 HRA Select	73	\$1,763.32	\$2,437.90	\$2,437.90	\$2,567.77
Employee Only - \$2,000 Select	5	\$769.27	\$1,063.56	\$1,063.56	\$1,120.24
Employee + Family - \$2,000 Select	27	\$2,034.75	\$2,813.17	\$2,813.17	\$2,963.04
Totals	185	\$3,515,310	\$4,860,135	\$4,860,135	\$4,860,135

The recommended rates do not include the plan sponsor's 2% administrative allowance for COBRA Participants

Disclaimer: The calculated proposed funding rates represents our suggestion of what adjustment should be applied to current premium funding rates to meet future expected plan costs. M3 Insurance Solutions, Inc. will not be liable for any potential shortfalls or surpluses of dollars based on these projections.



City of Neenah
Health Insurance Benefit Comparison
 Effective Date 1/1/2025

2025 Alternate Plan Options (UMR/HCC - \$100K Specific Deductible)

Health Carrier		UMR		UMR	
		Alternate - remove HRA, reduce deductible		Alternate - remove HRA, reduce deductible	
Plan					
Deductible		Single	Family	Single	Family
	In Network	\$1,750	\$3,500	\$1,500	\$3,000
	Out of Network	\$3,500	\$7,000	\$3,500	\$7,500
HRA Contribution		Single	Family	Single	Family
		\$0	\$0	\$0	\$0
Co-Insurance					
		80%		90%	
		50%		60%	
Max Out-of-Pocket		Single	Family	Single	Family
	In Network Medical	\$7,000	\$14,000	\$5,000	\$10,000
	Out of Network	\$14,000	\$28,000	\$10,000	\$20,000
Office Visits		PCP	Specialist	PCP	Specialist
	In Network	\$40	\$65	\$40	\$65
	Out of Network	Deductible & Coinsurance		Deductible & Coinsurance	
Routine/Preventive Care					
		Select Services Covered In Full Deductible & Coinsurance		Select Services Covered In Full Deductible & Coinsurance	
Urgent Care					
		\$100		\$100	
		Deductible & Coinsurance		Deductible & Coinsurance	
Emergency Room		\$500		\$500	
Hospital Services					
		Deductible & Coinsurance		Deductible & Coinsurance	
		Deductible & Coinsurance		Deductible & Coinsurance	
Prescription Drugs					
		\$10 / \$50 / \$75 / 30% to \$300 Max		\$10 / \$50 / \$75 / 30% to \$300 Max	
Rates					
Employee	46	\$1,042.86	5	\$1,123.35	
Family	107	\$2,758.42	27	\$2,971.31	
Monthly Totals		\$343,122		\$85,842	
Annual Totals		\$4,117,466		\$1,030,107	

Annual Combined Total \$5,147,573
 Total Annual Δ\$ from Current \$1,147,763 Total Annual Δ% from Current 28.70%

Rates with Full Membership in Either Plan					
Employee	51	\$1,042.86	51	\$1,123.35	
Family	134	\$2,758.42	134	\$2,971.31	
Monthly Totals		\$422,814		\$459,447	
Annual Totals		\$5,073,765		\$5,465,364	
Total Annual Δ\$ from Current		\$1,073,955		\$1,465,554	
Total Annual Δ% from Current		26.85%		36.64%	

While every effort is made to illustrate the carriers' various benefits, discrepancies or errors are possible. In the event of an error, the actual product brochure furnished by the insurance carrier and approved by the Commissioner of Insurance will prevail. The master contract and policyholder certificates are more detailed and should be used for the determination of benefits. All plans will comply with state and/or federal requirements with regard to nervous and mental benefits.



MEMORANDUM

Date: September 23, 2024

To: Chairperson Erickson and Members of the Finance & Personnel Committee

From: Amy Fairchild, Director of Human Resources & Safety

Re: 2025 Dental and Vision Insurance Proposal

Dental Insurance Renewal:

The City of Neenah is currently self-insured with regards to dental insurance. We currently utilize Delta Dental of Wisconsin as our provider and has budgeted a 5% increase over prior year in anticipation of proposed renewals.

In reviewing dental plan performance, current funding levels for dental insurance call for a 3.7% increase to premiums for 2025.

The proposed increase was amended from the original proposal to account for bi-monthly deductions and avoid rounding discrepancies throughout the year. The final premium proposal results in an increase to the overall funding rate of \$11,326 with the employer portion being \$10,193.40 over prior year.

Vision Insurance Renewal:

The City of Neenah currently utilizes Delta as our vision insurance provider. Vision is considered an elective benefit and as such all premiums are at the employee cost. Current utilization does require a 5% increase over prior year as outlined in the attachment. This increase does come with a three-year rate hold meaning the rates would not change until after December 31, 2028.

Staff Recommendation:

Staff recommends Council approve the vision and amended dental proposal as presented for the 2025 plan year.



Projected Funding Levels: 01/01/25 to 12/31/25

Prepared for City of Neenah

Completed: 08/21/2024

Version 1.0

Current Benefit Plan Design

I. TREND ASSUMPTIONS

Dental Trend	4.0%
Renewal Date	01/01/2025
Projection End Date	12/31/2025

II. HISTORICAL CLAIMS EXPERIENCE

EXPERIENCE PERIOD	08/01/23 - 07/31/24	08/01/22 - 07/31/23
Paid Dental Claims	\$295,086	\$263,196
Plan Adjustment Factor	1.0000	1.0000
Plan Maturation Factor ⁽¹⁾	1.0000	1.0000
Adjusted Paid Claims	\$295,086	\$263,196
Number of Months in Experience Period	12	12
Annualized Adjusted Paid Claims	\$295,086	\$263,196
Average Contracts ⁽²⁾	208	209
Claims per Contract per Year	\$1,421	\$1,260
Trend to Midpoint (number of months)	17.0	29.0
Trend to Midpoint (trend factor)	1.0571	1.0994
Projected Claims per Contract per Year	\$1,502	\$1,385
Weight	70%	30%
Weighted Average Claims per Contract per Year	\$1,467	

⁽¹⁾ Claims Adjustment for COVID-19

⁽²⁾ Enrollment is lagged two months.

III. CALCULATION OF FUNDING LEVELS

1. Variable Costs

Current Contract Count	208
Projected Plan Year Dental Claims	\$305,140

2. Fixed Costs

Renewal rate of \$4.71 PEPM with Delta Dental	\$4.71
Dental Administration	\$11,756

Projected Overall Plan Year Expenditures \$316,896

Projected Funding w/ Current Rates \$305,587

Calculated Funding Rate Increase 3.7%

Amended
rates
↓

Plan Level	Current Contract Counts	Current Funding Rate	Calculated Funding Rate	Proposed Funding Rate	Proposed with even numbers
Employee Only	43	\$50.80	\$52.68	\$52.68	\$52.68
Employee + Spouse	26	\$101.61	\$105.37	\$105.37	\$105.36
Employee + Child(ren)	18	\$112.40	\$116.56	\$116.56	\$116.56
Employee + Family	121	\$153.85	\$159.55	\$159.55	\$159.56
Annual Totals	208	\$305,587	\$316,896	\$316,896	\$316,913

The recommended rates do not include the plan sponsor's 2% administrative allowance for COBRA Participants

Disclaimer: The calculated proposed funding rates represents our suggestion of what adjustment should be applied to current premium funding rates to meet future expected plan costs. M3 Insurance Solutions, Inc. will not be liable for any potential shortfalls or surpluses of dollars based on these projections.

2025 Dental Plan Highlights

Healthy teeth and gums are an important part of maintaining your overall health. That's why the City of Neenah offers a dental plan administered by Delta Dental.

New this year: The Evidence Based Integrated Care Plan (EBICP) provides access to additional cleanings and fluoride treatments for individuals with certain medical conditions that have oral health implications such as gum disease, diabetes, pregnancy, and more. Our dental plan will offer the standard two cleanings per year to individuals who do not qualify for EBICP.

Delta Dental

PPO & Premier Benefits

Individual Annual Maximum

\$2,000

Deductible

Employee Only

\$25

Family

\$75

Preventive Care Services

Exams

100%

Cleanings

100%

Fluoride Treatments

100%

X-Rays

100%

Space Maintainers

100%

Basic Restorative Services

Sealants

80%

Emergency Treatment to Relieve Pain

80%

Fillings

80%

Crowns

80%

Endodontics – Surgical / Non-Surgical

80%

Periodontics – Surgical / Non-Surgical

80%

Extractions – Surgical / Non-Surgical and other oral surgery

80%

Major Restorative Services

Bridges and Dentures

50%

Repairs and Adjustments to Bridges and Dentures

50%

Implants

50%

Orthodontic Services

Coinurance

50%

Annual Maximum

\$1,500

Dependent Eligibility

Until End of Month in Which They Turn 26

Adult Ortho

Yes

Monthly Rates	Full Cost	Employer Cost	Employee Cost
Employee	\$52.68	\$47.42	\$5.26
Employee + Spouse	\$105.36	\$94.82	\$10.54
Employee + Child(ren)	\$116.56	\$104.90	\$11.66
Family	\$159.56	\$143.60	\$15.96



Delta Dental of Wisconsin
www.deltadentalwi.com

Amy Fairchild
City Of Neenah
P O BOX 426
Neenah WI 54956-0000

YOUR DELTAVISION INSURANCE RENEWAL

Thank you for choosing DeltaVision for your vision benefits program. Enclosed is your renewal for the upcoming year.

Group number: 44004-0

Renewal date: January 1, 2025

<u>Coverage Type</u>	<u>Current Rate</u>	<u>Renewal Rate</u>	<u>Change</u>
Single Coverage (employee, 1 Party)	\$6.24	\$6.56	5.13%
Family Coverage (employee and spouse, 2 Party)	\$12.48	\$13.12	5.13%
Family Coverage (employee and child(ren))	\$11.25	\$11.80	4.89%
Family Coverage (full family, 3+ Party)	\$16.49	\$17.30	4.91%

Provider costs and claims experience influence the renewal rates for your vision plan. Together with EyeMed Vision Care, our partner for administration of your vision plan, we are committed to controlling those costs while maintaining quality of care and outstanding customer service.

Your DeltaVision plan provides a great value for you and your employees, offering:

- Smart plan designs that promote cost-effective care and options that employees want most.
- A large, nationwide provider network that includes both private practitioners and major retail outlets.
- Outstanding customer service, including the longest customer service center hours in the industry.

Thank you for allowing Delta Dental to serve your vision benefits needs through our DeltaVision program. If we can be of further assistance please call us at 800-236-3713 or email sales@deltadentalwi.com.

Sincerely,

Lyn Polster
Account Manager

cc: Rebecca Kurzynske
M3 INSURANCE SOLUTIONS
1872 Mid Valley Dr
De Pere WI 54115-0000

POLICY ENDORSEMENT NO. 44004 - 0 - 08162024

Attached to and forming a part of the Contract to Provide Vision Care Benefits between City Of Neenah and Wyssta Insurance Company, Inc.

It is agreed and understood that Declarations, Section 4, Monthly Premium will be replaced with the following, effective January 1, 2025 and ending on December 31, 2028:

Single Coverage (employee, 1 Party)	\$6.56
Family Coverage (employee and spouse, 2 Party)	\$13.12
Family Coverage (employee and child(ren))	\$11.80
Family Coverage (full family, 3+ Party)	\$17.30



2025 Vision Plan Highlights

Your eyes provide doctors with a clear picture of your overall health. A comprehensive eye exam can identify serious medical problems such as high blood pressure, diabetes, heart disease and much more. That's why the City of Neenah provides vision care administered by Delta Vision.

Delta Vision <i>(Insight Network)</i>	In-Network Benefit	Out-of-Network Reimbursement
Frequency <i>(based on calendar year)</i>		
Vision Exams	12 Months	
Frames	24 Months	
Lenses or Contacts	12 Months	
Annual Vision Exam	Member pays \$10	\$35
Standard Plastic Lenses		
Single Vision	Member pays \$10	\$25
Bifocal	Member pays \$10	\$40
Trifocal	Member pays \$10	\$55
Standard Progressive	Member pays \$75	\$40
Contact Lens Fit & Follow-Up		
Standard	Member pays up to \$40	None
Premium	10% Discount off Retail	None
Allowance Summary		
Frames	\$150, then 20% off Balance	\$75
Conventional Contacts	\$150, then 15% off Balance	\$120
Disposable Contacts	\$150	\$120
Medically Necessary Contacts	Paid in Full	\$200
Monthly Rates	Employee Cost	
Employee	\$6.56	
Employee + Spouse	\$13.12	
Employee + Child(ren)	\$11.80	
Family	\$17.30	



Department of Information Systems
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6172 • e-mail: mschroeder@neenahwi.gov
MATTHEW SCHROEDER
Director of Information Systems

M E M O R A N D U M

DATE: September 23, 2024
TO: Chairman Erickson and Members of the Finance and Personnel Committee
FROM: Matthew Schroeder, Director of Information Systems
RE: Central Square and BenTek System Integration

I am requesting approval to utilize \$8,720.00 of the Capital Equipment Fund balance to enter into a contract with Central Square to implement integration between the BenTek HRIS system, and Central Square Naviline Payroll system.

On March 20, 2024, council approved the purchase of the BenTek HRIS system to provide a streamlined solution for benefits management. During the discovery phase, we were informed by BenTek that they offer integration with the city's ERP system, Central Square Naviline. BenTek explained that they do not charge extra for integration, however Central Square would provide that integration either via a manual file transfer, or via an API system called Fusion API. After contacting Central Square and receiving a quote for that work, we opted to go with the manual file transfer option due to budget constraints.

We are now in the final stages of implementation and training on the new BenTek system and are looking to implement that integration. After contacting Central Square to inquire about file format specifications for the manual integration, we were informed they no longer support the manual file transfer for integration of BenTek, and that integration will need to be implemented with the Fusion API. Funding for this request should be coming from Information Systems' ERP CIP account, however adding the cost of this integration to anticipated costs of other in-process projects would put us over budget in that account. Thus, the request to fund this via the Capital Equipment Fund, which has a balance of approximately \$920,000. Costs include one-time setup fees of \$5,220.00, and an annual subscription fee of \$3,500.00. The annual subscription fee will be included in the Information Systems' ERP CIP account in future years.

The Naviline – BenTek integration will provide us with an easy way to transfer benefits elections that have an impact on payroll over to our payroll system. This automated transfer will eliminate the need for manual data entry and reduce the risk of mis-keyed information, improving HR staff efficiency. Examples of benefits that would impact payroll would include health insurance options and Flexible Spending Arrangement (FSA) contributions. Staff feels this integration is key to reaping the full benefits of the BenTek system, and if approved, plan to have this implemented in time for transferring 2025 benefits elections data.

Quote and scope of work attached.

Quote #: Q-192565**Primary Quoted Solution:** NaviLine PA**Quote expires on:** March 19, 2025**Quote prepared for:**

Matthew Schroeder

City of Neenah

211 Walnut St.

Neenah, WI 54956

(920) 886-6172

Thank you for your interest in CentralSquare. CentralSquare provides software that powers over 8,000 communities. More about our products can be found at www.centralsquare.com.

WHAT SOFTWARE IS INCLUDED?

	PRODUCT NAME	QUANTITY	UNIT PRICE	TOTAL
1.	Fusion Subscription SaaS Annual Subscription Fee SaaS	1	3,500.00	3,500.00
			Software Total	3,500.00 USD

WHAT SERVICES ARE INCLUDED?

	DESCRIPTION	TOTAL
1.	Public Administration Development Services - As Incurred	1,440.00
2.	Public Administration Project Management Services - As Incurred	900.00
3.	Public Administration Technical Services - As Incurred	2,880.00
Services Total		5,220.00 USD

QUOTE SUMMARY

Software Subtotal	3,500.00 USD
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Services Subtotal	5,220.00 USD
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Quote Subtotal	8,720.00 USD
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Quote Total	8,720.00 USD
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WHAT ARE THE RECURRING FEES?

TYPE	AMOUNT
FIRST YEAR MAINTENANCE TOTAL	0.00
FIRST YEAR SUBSCRIPTION TOTAL	3,500.00
FIRST YEAR RECURRING SERVICES TOTAL	0.00

The amount totals for Maintenance and/or Subscription on this quote include only the first year of software use and maintenance.

Annual Maintenance and Subscriptions renewals shall be due on the anniversary of the Delivery Date*. Annual Maintenance and Subscription Fees are subject to increase as outlined in the Master Agreement.

*Delivery Date: For on-premise Solutions, Delivery shall be when CentralSquare delivers to Customer the initial copies of the Solutions outlined above by whichever the following applies and occurs first (a) electronic delivery, by posting it on CentralSquare's network for downloading, or similar suitable electronic file transfer method, or (b) physical shipment, such as on a disc or other suitable media transfer method, or (c) installation, or (d) delivery of managed services server. Physical shipment is on FOB - CentralSquare's shipping point, and electronic delivery is at the time CentralSquare provides Customer with access to download the Solutions. For cloud-based Solutions Delivery shall be whichever the following applies and occurs first when Authorized Users have (a) received log-in access to the Solution or any module of the Solution or (b) received access to the Solution via a URL.

BILLING INFORMATION

Fees will be payable within 30 days of invoicing.

Please note that the Unit Price shown above has been rounded to the nearest two decimal places for display purposes only. The actual price may include as many as five decimal places. For example, an actual price of \$21.37656 will be shown as a Unit Price of \$21.38. The Total for this quote has been calculated using the actual prices for the product and/or service, rather than the Unit Price displayed above.

Prices shown do not include any taxes that may apply. Any such taxes are the responsibility of Customer. This is not an invoice.

For customers based in the United States or Canada, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the "Ship To" location provided by Customer on the Quote Form.

PAYMENT TERMS

License Fees & Annual Subscriptions

- 100% Due Upon Contract Execution

Contract Startup

- 100% Due Upon Contract Execution

Hardware & Third-Party Software

- 100% Due Upon Contract Execution

Services

- Fixed Fee: 100% Due Upon Completion of Services
- Time & Material: Due as Incurred

Third-Party Services

- Fixed Fee: 50% Due Upon Contract Execution; 50% Due Upon Completion
- Time & Material: Due As Incurred

Travel & Living Expenses

- Due as Incurred
-

PURCHASE ORDER INFORMATION

Is a Purchase Order (PO) required for the purchase or payment of the products on this Quote Form? (Customer to complete)

Yes [☐] No [☐]

Customer's purchase order terms will be governed by the parties' existing mutually executed agreement, or in the absence of such, are void and will have no legal effect.

PO Number: _____

Initials: _____

City of Neenah

Signature: _____

Name: _____

Date: _____

Title: _____



City of Neenah
Board of Public Works Meeting Minutes
Thursday, September 26, 2024 at 11:15 AM
Hauser Room
Neenah City Hall
211 Walnut Street

MEMBERS PRESENT: Public Works Director Kaiser, Community Development Director Haese, City Attorney Rashid, and Alderman Lendrum. Mayor Lang and Finance Director Rasmussen arrived at 11:24 AM.

ALSO PRESENT: Director Mach and City Clerk Nagel.

EXCUSED: Alderman Hillstrom

CALL TO ORDER: Alderman Lendrum called the meeting to order at 11:22 AM.

- I. Approval of the minutes of the September 12, 2024 meeting. (Minutes can be found on the city website)

MSC Rashid/Haese to approve the meeting minutes as presented, all voting aye.

- II. Appearances.
None.

- III. Unfinished Business.
None.

- IV. New Business.

A. Public Works

1. Change Order No.3, Contract 7-21, Harrison Street Storm Water Pond, to MCC, Inc., in the amount of \$8,299.18 for sidewalk waterfall pump installation and landscaping stone. (Attachment)

MSC by Kaiser/Rashid to approve Change Order No.3, Contract 7-21, in the amount of \$8,299.18, all aye.

At 11:25 AM, Alderman Lendrum turned the meeting over to Mayor Lang.

2. Pay Request No.9, Contract 7-21, Harrison Street Storm Water Pond, to MCC, Inc., in the amount of \$127,479.29. (Attachment)

MSC Kaiser/Lendrum to approve Pay Request No.9, Contract 7-21, in the amount of \$127,479.29, with Kaiser, Lendrum, Rashid, Rasmussen, voting aye, Haese voting no.

Staff advised that payment was being withheld on a few items and now that things are progressing, it is time to pay. There is an error code on the one of the water pumps that is still being worked on. Waterfall stone, sidewalk, trail, and landscaping cleanup work remain. Working with the contractor to make sure the project is satisfactorily completed.

3. Final Pay Request, Contract 1-23, Sanitary Sewer & Laterals, Storm Sewer, Water Main and Services, and Street Construction, to Don E. Parker Excavating, on Burr Avenue, Chestnut Street, Dieckhoff Street, and Laudan Boulevard, in the amount of \$277,261.19. (Attachment)

MSC Kaiser/Haese to recommend Council approve Final Pay Request, Contract 1-23 in the amount of \$277,261.19, all voting aye.

Info.

Info.

Report

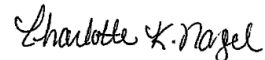
Director Kaiser advised the final project costs were within budget.

Info.

4. Pay Request No.3, Contract 7-24, Concrete Pavement and Sidewalk Repairs, Jim Fischer, in an amount of \$72,052.56. (Attachment)
MSC by Kaiser/Lendrum to approve Pay Request No.3, Contract 7-24, in an amount of \$72,052.56, all voting aye.

- IV. Any announcements/questions for the Board.
Director Kaiser advised the design work is not complete at this time for the northwest corner of Church St. and W. Wisconsin, but the project will be done next year.
- V. Adjournment.
MSC by Rashid/Kaiser to adjourn, all voting aye. Meeting was adjourned at 11:34 AM.

Respectfully Submitted,



Charlotte Nagel, City Clerk

Change Order No: 3
Contract: 7-21
Project: Harrison Street Stormwater Pond
Contractor: MCC, Inc.
PO Box 1137
Little Chute, WI 54140
Current Contract: \$1,724,725.74

Change Ordered Herewith:	Account Number
1. Furnish and install one horse pump for sidewalk waterfall	\$5,863.47
2. Installation of a landscape stone along warehouse with fabric	\$2,435.71
3.	
4.	
5.	
6.	
7.	
TOTAL	\$8,299.18

Reason for Change:

1. Pump to supply water for back side waterfall along trail.

2. The warehouse has to rain gutters on the roof. The soil along the warehouse was experiencing severe erosion during rain events. This will also provide a barrier between the prairie and building for rodent control.

Contract Amount	Contract Time (Calendar Days)
Original: \$1,661,108.73	Original: _____
Previous C.O.'s (+/-): \$131,733.65	Previous C.O.'s (+/-): _____
This C.O. (+/-): \$8,299.18	This C.O. (+/-): _____
Revised: \$1,801,141.56	Revised: _____

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

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

Date: 9/23/21
Date: 9-23-24
Date: _____
Date: _____

City of Neenah Department of Public Works Contractor Request for Payment					
Contractor Name: MCC, Inc.			Contract No. 7-21		
Address P.O. Box 1137			Contract Amount \$1,661,108.73		
City Little Chute WI 54140					
Name of Project		Harrison Street Stormwater Pond			
Location of Project		Harrison Street			
Pay Request No. 9		For Period		March 2023 through September 2024	
CONTRACT SUMMARY					
Original Contract Amount			\$1,661,108.73		
Net Amount of Change Order through Change Order No. 1 & 2 & 3			\$140,032.83		
Adjusted Contract Amount			<u>\$1,801,141.56</u>		
WORK PERFORMED TO DATE					
Work Performed to Date			\$1,697,990.06		
Less Retainage of 5%. If different indicate here			<u>2.5%</u>		\$71,249.92
Net Amount Earned to Date			\$1,626,740.15		
Less Previous Payments			\$1,499,260.85		
BALANCE DUE THIS PAYMENT			<u>\$127,479.29</u>		
CONTRACT BREAKOUT					
		Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Detention Ponds	049-5250-742-0236	\$1,184,130.00	\$1,184,130.00	\$0.00	\$1,184,130.00
Detention Ponds	049-5250-743-0236	\$643,937.00	\$476,978.73	\$119,387.59	\$185,100.12
Change Order No.1	049-5250-743-0236	\$0.00	\$63,617.01	\$0.00	\$63,617.01
Change Order No.2	049-5250-743-0236	\$0.00	\$68,116.64	\$0.00	\$66,413.73
Change Order No.3	049-5250-743-0236	\$0.00	\$8,299.18	\$8,091.70	
		<u>\$1,828,067.00</u>	<u>\$1,801,141.56</u>	<u>\$127,479.29</u>	<u>\$1,499,260.86</u>
CERTIFICATION OF CONTRACTOR:					
I certify that the foregoing is just and correct and the amount claimed is legally due after showing all just credits					
Certified by Engineer			Date: 9-24-24		
Certified by Public Works			Date: 9-24-2024		
Certified by Water Utility			Date:		
Certified by Contractor			Date:		
Approved BPW			Date:		
Approved Common Council (Final Payments Only)			Date:		

Contract 7-21
Harrison Street Stormwater Pond

		Original Contract				Completed To Date	Change Orders No.1 through No.3			Pay Estimate No. 8						Pay Estimate No. 9					
		Quantity	Unit of Measure	Unit Price	Total		Add/Delete	Unit Price	Extension	Completed This Pay Estimate	\$ Completed This Pay Estimate	2.5% Retainage	Due This Estimate	Previously Paid	Due to Contractor	Completed This Pay Estimate	\$ Completed This Pay Estimate	2.5% Retainage	Due This Estimate	Previously Paid	Due to Contractor
	DESCRIPTION																				
300	Furnish and Install Tracking Pad	Each	1	\$811.07	\$811.07	1.00				0.00	\$0.00	\$0.00	\$0.00	\$770.52	\$811.07	0.00	\$0.00	\$0.00	\$0.00	\$770.52	\$811.07
301	Furnish & install inlet protection	Each	10	\$109.56	\$1,095.60	6.00				0.00	\$0.00	\$0.00	\$0.00	\$624.49	\$657.36	0.00	\$0.00	\$0.00	\$0.00	\$624.49	\$657.36
302	Furnish & install silt fence	Lin. Ft.	310	\$2.50	\$775.00	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
303	Clear & grub trees and brush	Lump Sum	1	\$3,500.00	\$3,500.00	1.00				0.00	\$0.00	\$0.00	\$0.00	\$3,325.00	\$3,500.00	0.00	\$0.00	\$0.00	\$0.00	\$3,325.00	\$3,500.00
304	Strip & stockpile topsoil (Estimated 6,170 sq. yds.)	Lump Sum	1	\$4,676.81	\$4,676.81	1.00				0.00	\$0.00	\$0.00	\$0.00	\$4,442.97	\$4,676.81	0.00	\$0.00	\$0.00	\$0.00	\$4,442.97	\$4,676.81
305	Remove concrete sidewalk, trailer pad & post anchors	Sq. Yds.	576	\$2.69	\$1,549.44	576.00				0.00	\$0.00	\$0.00	\$0.00	\$1,471.97	\$1,549.44	0.00	\$0.00	\$0.00	\$0.00	\$1,471.97	\$1,549.44
306	Remove concrete curb & gutter	Lin. Ft.	1307	\$0.90	\$1,176.30	1,307.00				0.00	\$0.00	\$0.00	\$0.00	\$1,117.49	\$1,176.30	0.00	\$0.00	\$0.00	\$0.00	\$1,117.49	\$1,176.30
307	Saw & remove asphalt pavement	Sq. Yds.	540	\$3.61	\$1,949.40	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
308	Furnish and Install 12 inch Storm Main	Lin. Ft.	250	\$59.16	\$14,790.00	282.00				0.00	\$0.00	\$0.00	\$0.00	\$13,657.09	\$14,375.88	39.00	\$2,307.24	\$57.68	\$2,249.56	\$13,657.09	\$16,683.12
309	Furnish and Install 24 inch Storm Main	Lin. Ft.	103	\$94.86	\$9,770.58	78.00				0.00	\$0.00	\$0.00	\$0.00	\$7,048.10	\$7,399.08	0.00	\$0.00	\$0.00	\$0.00	\$7,048.10	\$7,399.08
310	Furnish and Install 36 inch Storm Main	Lin. Ft.	152	\$122.40	\$18,604.80	139.00				0.00	\$0.00	\$0.00	\$0.00	\$16,162.92	\$17,013.60	0.00	\$0.00	\$0.00	\$0.00	\$16,162.92	\$17,013.60
311	Furnish and Install 42 inch Storm Main	Lin. Ft.	76	\$150.96	\$11,472.96	70.00				0.00	\$0.00	\$0.00	\$0.00	\$9,321.78	\$9,812.40	5.00	\$754.80	\$18.87	\$735.93	\$9,321.78	\$10,567.20
312	Furnish and Install 48 inch Storm Main	Lin. Ft.	297	\$168.30	\$49,985.10	303.00				0.00	\$0.00	\$0.00	\$0.00	\$47,570.00	\$49,985.10	6.00	\$1,009.80	\$25.25	\$984.56	\$47,570.00	\$50,994.90
313	Furnish and Install 72 inch diameter manhole	Each	2	\$6,987.00	\$13,974.00	2.00				0.00	\$0.00	\$0.00	\$0.00	\$13,275.30	\$13,974.00	0.00	\$0.00	\$0.00	\$0.00	\$13,275.30	\$13,974.00
314	Furnish and Install 96 inch diameter manhole	Each	1	\$13,821.00	\$13,821.00	1.00				0.00	\$0.00	\$0.00	\$0.00	\$13,475.48	\$13,821.00	0.00	\$0.00	\$0.00	\$0.00	\$13,475.48	\$13,821.00
315	Furnish and Install Outlet Structure 1 including V-notch Weir	Each	1	\$10,174.50	\$10,174.50	1.00				0.00	\$0.00	\$0.00	\$0.00	\$9,665.78	\$10,174.50	0.00	\$0.00	\$0.00	\$0.00	\$9,665.78	\$10,174.50
316	Furnish and Install Steel Plate Outlet Controls in Outlet Structure 2	Each	1	\$7,114.50	\$7,114.50	1.00				0.00	\$0.00	\$0.00	\$0.00	\$6,758.78	\$7,114.50	0.00	\$0.00	\$0.00	\$0.00	\$6,758.78	\$7,114.50
317	Furnish and Install Manhole Opening and Manhole Frame in Outlet 2	Lump Sum	1	\$5,916.00	\$5,916.00	1.00				0.00	\$0.00	\$0.00	\$0.00	\$5,768.10	\$5,916.00	0.00	\$0.00	\$0.00	\$0.00	\$5,768.10	\$5,916.00
318	Furnish and Install 5'x9' Concrete Box Manhole w/ Aluminum Access Hatch	Lump Sum	1	\$17,850.00	\$17,850.00	1.00				0.00	\$0.00	\$0.00	\$0.00	\$16,957.50	\$17,850.00	0.00	\$0.00	\$0.00	\$0.00	\$16,957.50	\$17,850.00
319	Furnish and Install 36 inch Concrete Apron End Wall w/ trash guard	Each	2	\$2,601.00	\$5,202.00	2.00				0.00	\$0.00	\$0.00	\$0.00	\$4,941.90	\$5,202.00	0.00	\$0.00	\$0.00	\$0.00	\$4,941.90	\$5,202.00
320	Furnish and Install 42 inch Concrete Apron End Wall w/ trash guard	Each	1	\$3,060.00	\$3,060.00	1.00				0.00	\$0.00	\$0.00	\$0.00	\$2,907.00	\$3,060.00	0.00	\$0.00	\$0.00	\$0.00	\$2,907.00	\$3,060.00
321	Furnish and Install 60 inch Concrete Apron End Wall w/ trash guard	Each	1	\$6,222.00	\$6,222.00	1.00				0.00	\$0.00	\$0.00	\$0.00	\$5,910.90	\$6,222.00	0.00	\$0.00	\$0.00	\$0.00	\$5,910.90	\$6,222.00
322	"Furnish and Install 48"" vertical trash guard & attach to wall"	Each	1	\$3,289.50	\$3,289.50	1.00				0.00	\$0.00	\$0.00	\$0.00	\$3,207.26	\$3,289.50	0.00	\$0.00	\$0.00	\$0.00	\$3,207.26	\$3,289.50
323	Furnish and Install all materials to raise 12 inch watermain over storm	Lump Sum	1	\$8,364.00	\$8,364.00	1.00				0.00	\$0.00	\$0.00	\$0.00	\$7,945.80	\$8,364.00	0.00	\$0.00	\$0.00	\$0.00	\$7,945.80	\$8,364.00
324	Excavate & Haul Petroleum Impacted Soil from Area 1 to Landfill	Tons	2400	\$14.00	\$33,600.00	3,103.00				0.00	\$0.00	\$0.00	\$0.00	\$41,269.90	\$43,442.00	0.00	\$0.00	\$0.00	\$0.00	\$41,269.90	\$43,442.00
325	Excavate & Haul Low Hazardous Soil from Area 2 to Arrowhead Park	Cu. Yds.	4800	\$8.00	\$38,400.00	16,600.00				0.00	\$0.00	\$0.00	\$0.00	\$126,160.00	\$132,800.00	0.00	\$0.00	\$0.00	\$0.00	\$126,160.00	\$132,800.00
326	Excavate, Grade & Shape Pond (Cut 46,800 cu.yds. ; Fill 1320 cu.yds.)	Cu. Yds.	46800	\$6.25	\$292,500.00	35,000.00				0.00	\$0.00	\$0.00	\$0.00	\$207,812.50	\$218,750.00	0.00	\$0.00	\$0.00	\$0.00	\$207,812.50	\$218,750.00
327	Furnish & salvage topsoil and grade (Estimated 1800 cu. yds.)	Lump Sum	1	\$15,361.63	\$15,361.63	0.50				0.00	\$0.00	\$0.00	\$0.00	\$7,296.77	\$7,680.82	0.00	\$0.00	\$0.00	\$0.00	\$7,296.77	\$7,680.82
328	Furnish & Install medium rip-rap (Estimated 300 sq. yds.)	Tons	300	\$32.57	\$9,771.00	300.00				0.00	\$0.00	\$0.00	\$0.00	\$9,282.45	\$9,771.00	0.00	\$0.00	\$0.00	\$0.00	\$9,282.45	\$9,771.00
329	Furnish & Install 3 inch clear crushed stone	Tons	50	\$26.75	\$1,337.50	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
330	Furnish and install Temp Seed (winter wheat/annual rye) & Mulch	Sq. Yds.	9680	\$0.83	\$8,034.40	8,000.00				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	8,000.00	\$6,640.00	\$166.00	\$6,474.00	\$0.00	\$6,640.00
331	Lawn Seed, Mulch & Fertilize (Estimated 4430 sq. yds.)	Lump Sum	1	\$8,014.28	\$8,014.28	1.00				0.00	\$0.00	\$0.00	\$0.00	\$7,813.92	\$8,014.28	0.00	\$0.00	\$0.00	\$0.00	\$7,813.92	\$8,014.28
500	Furnish large ledgestone for waterfall and landscaping	Tons	700	\$276.83	\$193,781.00	873.33	173.33	276.83	47,982.94	173.33	\$47,982.94	\$1,199.57	\$46,783.37	\$184,091.95	\$241,763.94	0.00	\$0.00	\$0.00	\$0.00	\$230,875.32	\$241,763.94
501	Install ledgestone waterfall	Lump Sum	1	\$97,337.14	\$97,337.14	1.20				0.00	\$0.00	\$0.00	\$0.00	\$71,177.78	\$73,002.86	0.45	\$43,801.71	\$1,095.04	\$42,706.67	\$71,177.78	\$116,804.57

Contract 7-21
Harrison Street Stormwater Pond

	DESCRIPTION	Original Contract				Completed To Date	Change Orders No.1 through No.3			Pay Estimate No. 8						Pay Estimate No. 9					
		Quantity	Unit of Measure	Unit Price	Total		Add/Delete	Unit Price	Extension	Completed This Pay Estimate	\$ Completed This Pay Estimate	2.5% Retainage	Due This Estimate	Previously Paid	Due to Contractor	Completed This Pay Estimate	\$ Completed This Pay Estimate	2.5% Retainage	Due This Estimate	Previously Paid	Due to Contractor
502	Furnish & install pump with removal rails and cords	Each	2	\$18,697.11	\$37,394.22	1.00				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1.00	\$18,697.11	\$467.43	\$18,229.68	\$0.00	\$18,697.11
503	Furnish & install pump control panel in enclosure	Each	1	\$2,768.57	\$2,768.57	1.00				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1.00	\$2,768.57	\$69.21	\$2,699.36	\$0.00	\$2,768.57
504	Furnish & install piping for waterfall	Lump Sum	1	\$13,842.86	\$13,842.86	1.00				1.00	\$13,842.86	\$346.07	\$13,496.79	\$0.00	\$13,842.86	0.00	\$0.00	\$0.00	\$0.00	\$13,496.79	\$13,842.86
505	Furnish & install Mississippi pebble/river rock with geotextile fabric	Tons	100	\$132.60	\$13,260.00	100.00				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00	\$13,260.00	\$331.50	\$12,928.50	\$0.00	\$13,260.00
506	Furnish & install large stone boulders	Tons	150	\$102.00	\$15,300.00	100.00				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00	\$10,200.00	\$255.00	\$9,945.00	\$0.00	\$10,200.00
507	Furnish & install modular block wall	Sq. Ft.	4400	\$74.46	\$327,624.00	4,726.00	326.00	\$74.46	24,274.00	0.00	\$0.00	\$0.00	\$0.00	\$334,909.91	\$351,897.96	0.00	\$0.00	\$0.00	\$0.00	\$334,909.91	\$351,897.96
508	Furnish & install stain on block wall	Lump Sum	1	\$19,854.79	\$19,854.79	1.21	0.21	\$19,854.79	4,169.51	0.00	\$0.00	\$0.00	\$0.00	\$23,175.50	\$24,024.30	0.00	\$0.00	\$0.00	\$0.00	\$23,175.50	\$24,024.30
509	Furnish & install rail & guard on block wall	Lin. Ft.	620	\$94.01	\$58,286.20	620.00				0.00	\$0.00	\$0.00	\$0.00	\$56,829.05	\$58,286.20	0.00	\$0.00	\$0.00	\$0.00	\$56,829.05	\$58,286.20
510	Furnish & install chain link fence	Lin. Ft.	550	\$66.03	\$36,316.50	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
511	Furnish & install granite chip aggregate	Tons	30	\$132.60	\$3,978.00	10.00				0.00	\$0.00	\$0.00	\$0.00	\$1,292.85	\$1,326.00	0.00	\$0.00	\$0.00	\$0.00	\$1,292.85	\$1,326.00
512	Salvage gravel, install & prepare sidewalk gravel base	Sq. Yds.	1050	\$15.95	\$16,747.50	1,050.00				0.00	\$0.00	\$0.00	\$0.00	\$10,885.88	\$11,165.00	350.00	\$5,582.50	\$139.56	\$5,442.94	\$10,885.88	\$16,747.50
513	Furnish & install 5 inch concrete sidewalk & patio	Sq. Ft.	9500	\$5.23	\$49,685.00	7,500.00				0.00	\$0.00	\$0.00	\$0.00	\$38,244.38	\$39,225.00	0.00	\$0.00	\$0.00	\$0.00	\$38,244.38	\$39,225.00
514	Furnish & install concetete steps	Lin. Ft.	210	\$66.30	\$13,923.00	210.00				0.00	\$0.00	\$0.00	\$0.00	\$13,574.93	\$13,923.00	0.00	\$0.00	\$0.00	\$0.00	\$13,574.93	\$13,923.00
515	Salvage gravel, install & prepare 12 inch gravel base	Sq. Yds.	500	\$16.69	\$8,345.00	500.00				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	500.00	\$8,345.00	\$208.63	\$8,136.38	\$0.00	\$8,345.00
516	Furnish & install HMA Pavement	Tons	85	\$195.00	\$16,575.00	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
517	Prairie site prep with glyphoate application	Each	3	\$1,632.00	\$4,896.00	2.00				0.00	\$0.00	\$0.00	\$0.00	\$3,141.60	\$3,264.00	0.00	\$0.00	\$0.00	\$0.00	\$3,141.60	\$3,264.00
518	Furnish & install prairie seed	Lump Sum	1	\$9,384.00	\$9,384.00	1.00				0.00	\$0.00	\$0.00	\$0.00	\$9,149.40	\$9,384.00	0.00	\$0.00	\$0.00	\$0.00	\$9,149.40	\$9,384.00
519	Furnish & install erosion control blanket	Sq. Yds.	9600	\$1.53	\$14,688.00	8,000.00				0.00	\$0.00	\$0.00	\$0.00	\$11,934.00	\$12,240.00	0.00	\$0.00	\$0.00	\$0.00	\$11,934.00	\$12,240.00
520	Furnish & install Techny Arborvitae	Each	33	\$96.90	\$3,197.70	33.00				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	33.00	\$3,197.70	\$79.94	\$3,117.76	\$0.00	\$3,197.70
521	Furnish & install Black Hills Spruce	Each	15	\$198.90	\$2,983.50	11.00				0.00	\$0.00	\$0.00	\$0.00	\$1,163.57	\$1,193.40	5.00	\$994.50	\$24.86	\$969.64	\$1,163.57	\$2,187.90
522	Furnish & install Witchita Blue Juniper	Each	4	\$122.40	\$489.60	4.00				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	4.00	\$489.60	\$12.24	\$477.36	\$0.00	\$489.60
523	Furnish & install White Oak	Each	4	\$346.80	\$1,387.20	3.00				0.00	\$0.00	\$0.00	\$0.00	\$676.26	\$693.60	1.00	\$346.80	\$8.67	\$338.13	\$676.26	\$1,040.40
524	Furnish & install Bur Oak	Each	4	\$346.80	\$1,387.20	4.00				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	4.00	\$1,387.20	\$34.68	\$1,352.52	\$0.00	\$1,387.20
525	Furnish & install White Pine	Each	7	\$285.60	\$1,999.20	5.00				0.00	\$0.00	\$0.00	\$0.00	\$1,113.84	\$1,142.40	1.00	\$285.60	\$7.14	\$278.46	\$1,113.84	\$1,428.00
526	Furnish & install Norway Pine	Each	3	\$293.76	\$881.28	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
527	Furnish & install Scotch Pine	Each	2	\$293.76	\$587.52	2.00				0.00	\$0.00	\$0.00	\$0.00	\$572.83	\$587.52	0.00	\$0.00	\$0.00	\$0.00	\$572.83	\$587.52
528	Furnish & install Whitespire Birch	Each	2	\$295.80	\$591.60	2.00				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2.00	\$591.60	\$14.79	\$576.81	\$0.00	\$591.60
529	Furnish & install River Birch	Each	3	\$295.80	\$887.40	3.00				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3.00	\$887.40	\$22.19	\$865.22	\$0.00	\$887.40
530	Furnish & install White Cedar	Each	4	\$225.42	\$901.68	4.00				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	4.00	\$901.68	\$22.54	\$879.14	\$0.00	\$901.68
531	Furnish & install Shagbark Hickory	Each	2	\$381.48	\$762.96	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
532	Furnish & install Hackberry	Each	1	\$364.14	\$364.14	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
533	Furnish & install North Star Cherry	Each	3	\$127.50	\$382.50	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
534	Furnish & install Wowza! Dwarf Cherry	Each	4	\$127.50	\$510.00	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
535	Furnish & install Pagoda Dogwood	Each	6	\$127.50	\$765.00	6.00				0.00	\$0.00	\$0.00	\$0.00	\$745.88	\$765.00	0.00	\$0.00	\$0.00	\$0.00	\$745.88	\$765.00
600	Furnish & Install Floating Dock Gangway	LS	1	\$35,000.00	\$35,000.00	-				0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
332	Furnish & Install Concrete Pipe	Ln Ft	133	\$239.70	\$31,880.10	116.00				0.00	\$0.00	\$0.00	\$0.00	\$26,414.94	\$27,805.20	0.00	\$0.00	\$0.00	\$0.00	\$26,414.94	\$27,805.20
	TOTALS Base Bid				\$1,661,108.73	-			76,426.45	0.00	\$61,825.80	\$1,545.65	\$60,280.16	\$1,385,056.18	\$1,511,934.87		\$122,448.81	\$3,061.22	\$119,387.59	\$1,445,336.33	\$1,634,383.68
CO#1	Retaining Wall Blocks					150.00	150.00	\$110.00	\$16,500.00	0.00	\$0.00	\$0.00	\$0.00	\$16,087.50	\$16,500.00	0.00	\$0.00	\$0.00	\$0.00	\$16,087.50	\$16,500.00
CO#1	Aquatic Plants					1.00	1.00	\$4,000.00	\$4,000.00	0.00	\$0.00	\$0.00	\$0.00	\$3,900.00	\$4,000.00	0.00	\$0.00	\$0.00	\$0.00	\$3,900.00	\$4,000.00
CO#1	Landscaping in front of patio					1.00	1.00	\$5,740.00	\$5,740.00	0.00	\$0.00	\$0.00	\$0.00	\$5,596.50	\$5,740.00	0.00	\$0.00	\$0.00	\$0.00	\$5,596.50	\$5,740.00
CO#1	Extra Excavation					1.00	1.00	\$3,437.50	\$3,437.50	0.00	\$0.00	\$0.00	\$0.00	\$3,351.56	\$3,437.50	0.00	\$0.00	\$0.00	\$0.00	\$3,351.56	\$3,437.50
CO#1	Extra Gravel					1.00	1.00	\$5,496.00	\$5,496.00	0.00	\$0.00	\$0.00	\$0.00	\$5,358.60	\$5,496.00	0.00	\$0.00	\$0.00	\$0.00	\$5,358.60	\$5,496.00
	TOTAL Change Order No.1								\$35,173.50	0.00	\$0.00	\$0.00	\$0.00	\$34,294.16	\$35,173.50		\$0.00	\$0.00	\$0.00	\$34	

Contract 7-21
Harrison Street Stormwater Pond

	DESCRIPTION	Original Contract				Completed To Date	Change Orders No.1 through No.3			Pay Estimate No. 8						Pay Estimate No. 9					
		Quantity	Unit of Measure	Unit Price	Total		Add/Delete	Unit Price	Extension	Completed This Pay Estimate	\$ Completed This Pay Estimate	2.5% Retainage	Due This Estimate	Previously Paid	Due to Contractor	Completed This Pay Estimate	\$ Completed This Pay Estimate	2.5% Retainage	Due This Estimate	Previously Paid	Due to Contractor
CO#3	Furnish & Install one Horse Pump for sidewalk Waterfall					1.00	1.00	\$5,863.47	\$5,863.47							1.00	\$5,863.47	\$146.59	\$5,716.88	\$0.00	\$5,716.88
CO#3	Install Landscape Stone along Warehouse with fabric					1.00	1.00	\$2,435.71	\$2,435.71							1.00	\$2,435.71	\$60.89	\$2,374.82	\$0.00	\$2,374.82
	TOTAL Change Order No.3								\$8,299.18								\$8,299.18	\$207.48	\$8,091.70	\$0.00	\$8,091.70
	Total Payment								\$140,032.82		\$81,959.50	\$2,048.99	\$79,910.52	\$1,419,350.34	\$1,567,242.07		\$130,747.99	\$3,268.70	\$127,479.29	\$1,499,260.85	\$1,697,782.58

City of Neenah Department of Public Works Contractor Request for Payment						
Contractor Name: Jim Fischer, Inc.				Contract No. 7-24		
Address: 2635 S. Casaloma Dr				Contract Amount \$537,225.00		
City Appleton WI 54914						
Name of Project		Concrete Pavement, Sidewalk Repair and New Sidewalk				
Location of Project		Various sites for repairs/New Sidewalk on Plummer Ct and Baldwin St				
Pay Request No. 3		For Period		July 31, 2024 through September 24, 2024		
CONTRACT SUMMARY						
Original Contract Amount				\$537,225.00		
Net Amount of Change Order				\$0.00		
Adjusted Contract Amount				\$537,225.00		
WORK PERFORMED TO DATE						
Work Performed to Date				\$309,637.51		
Less Retainage of 5%. If different indicate here				\$15,481.87		
Net Amount Earned to Date				\$294,155.64		
Less Previous Payments				\$222,103.08		
BALANCE DUE THIS PAYMENT				\$72,052.56		
CONTRACT BREAKOUT						
	Account Numbers	Project #	Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
San-Pavement Repair	046-5050-743.02-36	SEW10	\$200,000.00	\$5,000.00	\$0.00	\$0.00
San Misc Repairs	046-5050-743.02-36	SEW16	\$531,933.00	\$0.00	\$0.00	\$0.00
Storm-Pavement Repairs	046-5050-743.02-36	STW10	\$60,000.00	\$15,000.00	\$0.00	\$0.00
Storm Misc Repairs-CF	046-5050-743.02-36	STW05	\$303,276.00	\$0.00	\$0.00	\$0.00
Storm Misc Repairs	046-5050-743.02-36	STW05	\$100,000.00	\$0.00	\$0.00	\$0.00
Water-Hydrants	400-0499-770-9999	WO532	\$40,000.00	\$620.00	\$0.00	\$0.00
Water-Misc Services	400-0499-770-9999	WO533	\$100,000.00	\$2,816.00	\$0.00	\$0.00
Water Mait Mains	400-0402-770-6730		\$250,000.00	\$7,352.50	\$0.00	\$0.00
Water Main Services	400-0402-770-6750		\$10,000.00	\$3,330.00	\$0.00	\$0.00
Street Misc Rpr-CF	012-5150-743.02-36	SM01	\$71,406.00	\$71,406.00	\$0.00	\$17,807.58
Street Misc Rpr	012-5150-743.02-36	SM01	\$200,000.00	\$3,700.50	\$0.00	\$0.00
Sidewalk-Plummer Ct	012-5350-743.02-36	SDW02	\$64,000.00	\$57,000.00	\$37,852.56	\$0.00
Sidewalk-Baldwin St	012-5350-743.02-36	SDW03	\$170,000.00	\$190,000.00	\$0.00	\$137,830.86
Sidewalk-Misc Rpr	012-5350-743.02-36	SDW01	\$150,000.00	\$102,000.00	\$34,200.00	\$66,464.64
Trails-Industrial Dr	012-4350-743.02-36	GR01	\$81,456.00	\$79,000.00	\$0.00	\$0.00
			\$2,332,071.00	\$537,225.00	\$72,052.56	\$222,103.08
CERTIFICATION OF CONTRACTOR:						
I certify that the foregoing is just and correct and the amount claimed is legally due after showing all just credits						
Certified by Engineer					Date: 9-24-24	
Certified by Public Works					Date: 9-24-24	
Certified by Water Utility					Date:	
Certified by Contractor					Date:	
Approved BPW					Date:	
Approved Common Council (Final Payments Only)					Date:	

Contract 7-24
Concrete Pavement and Sidewalk Repairs
Sidewalk Installation on Baldwin Street and Plummer Ct

Item Line	Item Code	Item Description	UofM	QTY	Unit Price	Extension	Quantity Completed to Date	Pay Request No.2				Pay Request No.3			
								Contractor Completed This Period		Retainage Due this Period	Due this Estimate	Contractor Completed This Period		Retainage Due this Period	Due this Estimate
								Quantity	\$			Quantity	\$		
1	404.4.4	Remove Concrete Sidewalk/Driveway Apron	Sq. Ft.	19,500.00	\$2.10	\$40,950.00	7,262.70	7,262.70	\$15,251.67	\$762.58	\$14,489.09	0.00	\$0.00	\$0.00	\$0.00
2	403.2.5.1	Remove Concrete Curb and Gutter	Lin. Ft.	400.00	\$4.50	\$1,800.00	226.65	159.25	\$716.63	\$35.83	\$680.80	0.00	\$0.00	\$0.00	\$0.00
3	404.4.1	Furnish & Install 4-inch Concrete Sidewalk Repair	Sq. Ft.	28,000.00	\$7.20	\$201,600.00	27,695.00	58.00	\$417.60	\$20.88	\$396.72	10,534.00	\$75,844.80	\$3,792.24	\$72,052.56
4	9999.1	Furnish & Install 6-inch Concrete SW/DW/Trail Repair	Sq.Ft.	14,000.00	\$8.40	\$117,600.00	7,624.84	6,378.20	\$53,576.88	\$2,678.84	\$50,898.04	0.00	\$0.00	\$0.00	\$0.00
5	403.2.1.1	Furnish & Install Concrete Curb & Gutter	Lin. Ft.	400.00	\$52.00	\$20,800.00	159.25	159.25	\$8,281.00	\$414.05	\$7,866.95	0.00	\$0.00	\$0.00	\$0.00
6	402.1.6.7	8" Concrete Pavement Repair	Sq. Yd.	400.00	\$102.00	\$40,800.00	187.28	94.06	\$9,593.81	\$479.69	\$9,114.12	0.00	\$0.00	\$0.00	\$0.00
7	402.1.6.8	8" Concrete Pavement Repair HES (7 bag)	Sq. Yd.	50.00	\$108.00	\$5,400.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
8	402.1.6.9	8" Concrete Pavement Repair HES (9 bag)	Sq. Yd.	50.00	\$110.00	\$5,500.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
9	402.1.6.11	9" Concrete Pavement Repair	Sq. Yd.	100.00	\$104.00	\$10,400.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
10	402.1.6.12	9" Concrete Pavement Repair HES (7 bag)	Sq. Yd.	100.00	\$112.00	\$11,200.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
11	402.1.6.13	9" Concrete Pavement Repair HES (9 bag)	Sq. Yd.	100.00	\$120.00	\$12,000.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
12	405.3	Full Depth Saw Cut (concrete pavement)	Lin. Ft.	2,500.00	\$4.00	\$10,000.00	80.00	80.00	\$320.00	\$16.00	\$304.00	0.00	\$0.00	\$0.00	\$0.00
13	402.1.5.1	Furnish and Install 1/2-inch rods	Lin. Ft.	500.00	\$5.00	\$2,500.00	30.00	30.00	\$150.00	\$7.50	\$142.50	0.00	\$0.00	\$0.00	\$0.00
14	402.1.5.2	Furnish and Install Drilled Tie Bars	Each	1,000.00	\$8.00	\$8,000.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
15	402.1.5.3	Furnish and Install Drilled Dowel Bars	Each	2,000.00	\$13.50	\$27,000.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
16	402.1.7.3	Furnish and Install Cross Stitch	Each	20.00	\$40.00	\$800.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
17	105.2	Adjust Sanitary Manhole	Each	5.00	\$375.00	\$1,875.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
18	305.7	Adjust Storm Catch Basin	Each	20.00	\$400.00	\$8,000.00	1.00	1.00	\$400.00	\$20.00	\$380.00	0.00	\$0.00	\$0.00	\$0.00
19	403.2.4.7	Install Detectable Warning Fields (Furnished by City)	Each	30.00	\$40.00	\$1,200.00	4.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
20	9999.2	Route, Clean, and Seal Existing Concrete Crack/Joint	Lin. Ft.	200.00	\$6.50	\$1,300.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
21	505.1	Furnish & Install Terracing, Fertilize, Seed & Hydromulch	Sq. Yd.	100.00	\$15.00	\$1,500.00	100.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
22	706.1	Install and Maintain Traffic Control	LS	1.00	\$7,000.00	\$7,000.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
Total						\$537,225.00			\$88,707.59	\$4,435.37	\$84,272.22		\$75,844.80	\$3,792.24	\$72,052.56

City of Neenah
Department of Public Works
Contractor Request for Payment

Contractor Name: Don E. Parker Excavating	Contract No. 1-23
Address N2573 Highway 15	Contract Amount \$2,474,739.50
City Hortonville WI 54944	

Name of Project	Sanitary, Water Main and Street Construction		
Location of Project	Burr Avenue, Chestnut Street, Dieckhoff Street, and Laudan Boulevard		
Pay Request No. FINAL	For Period	December 1, 2023 to July 31, 2024	

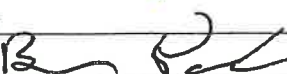
CONTRACT SUMMARY			
Original Contract Amount			\$2,474,739.50
Net Amount of Change Order			\$0.00
Adjusted Contract Amount			<u>\$2,474,739.50</u>

WORK PERFORMED TO DATE			
Work Performed to Date			\$2,479,293.41
Less Retainage of 5%. If different indicate here	0.0%		\$0.00
Net Amount Earned to Date			\$2,479,293.41
Less Previous Payments			\$2,202,032.22
BALANCE DUE THIS PAYMENT			<u>\$277,261.19</u>

Account Numbers		Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Sanitary Sewer Various Repairs	046-5001-743-0236	\$180,000.00	\$0.00	\$7,243.44	\$30,374.88
Sanitary Sewer-Burr Ave	046-5059-743-0236	\$70,000.00	\$58,600.00	\$18,876.57	\$21,632.78
Sanitary Sewer-Chestnut St	046-5055-743-0236	\$680,000.00	\$570,000.00	\$20,235.20	\$586,381.80
Sanitary Sewer-Dieckhoff St	046-5058-743-0236	\$50,000.00	\$41,156.55	\$2,154.60	\$30,441.46
Storm Sewer Various Repairs	049-5203-743-0236	\$227,000.00	\$67,135.45	\$13,679.12	\$51,740.55
Storm Sewer-Chestnut St	049-5276-743-0236	\$182,000.00	\$182,000.00	\$41,716.46	\$125,659.61
Street Constr-Burr Ave	012-4335-743-0236	\$89,000.00	\$78,000.00	\$9,485.16	\$59,575.43
Street Constr-Chestnut St	012-4333-743-0236	\$710,000.00	\$624,000.00	\$97,070.72	\$523,406.59
Street Constr-Dieckhoff St	012-4334-743-0236	\$61,000.00	\$54,298.50	\$15,204.19	\$38,802.09
Street Constr-Laudan Blvd	012-4337-743-0236	\$114,000.00	\$100,000.00	\$11,473.53	\$69,792.37
Water Constr-Burr Ave	400-0000-207-0514	\$66,000.00	\$58,369.00	\$3,915.54	\$52,041.74
Water Constr-Chestnut St	400-0000-207-0511	\$449,000.00	\$490,655.00	\$26,640.02	\$478,958.41
Water Constr-Dieckhoff St	400-0000-207-0513	\$56,000.00	\$54,349.00	\$3,863.30	\$51,461.20
Water Constr-Laudan Blvd	400-0000-207-0512	\$128,000.00	\$96,176.00	\$4,373.34	\$83,093.31
		<u>\$3,062,000.00</u>	<u>\$2,474,739.50</u>	<u>\$275,931.19</u>	<u>\$2,203,362.22</u>

CERTIFICATION OF CONTRACTOR:

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

Certified by Engineer		Date: 7-23-24
Certified by Public Works		Date: 9-23-24
Certified by Water Utility		Date:
Certified by Contractor	 Brian Parker, President, Don E. Parker Excavating, Inc.	Date: 09/18/2024
Approved BPW		Date:
Approved Common Council (Final Payments Only)		Date:

Contract 1-23
Sanitary Storm Sewer, Water, and Street Construction
Burr Ave., Chestnut St., Dieckhoff St., Laudan Blvd.

							Pay Request No.6				Pay Request FINAL			
Item Code	Item Description	UofM	QTY	Unit Price	Extension	Quantity Completed to Date	Contractor Completed This Period		Retainage Due this Period	Due this Estimate	Contractor Completed This Period		Retainage Owed	Due this Estimate
							QTY	\$			QTY	\$		
1 101.3	Furnish and Relay 8-inch PVC Sanitary Sewer	Lin. Ft.	2680	\$76.75	\$205,690.00	2,674.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$10,261.47	\$10,261.47
2 101.4	Furnish and Relay 10-inch PVC Sanitary Sewer	Lin. Ft.	337	\$86.35	\$29,099.95	337.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$1,455.00	\$1,455.00
3 102.3	Furnish and Relay 6 inch Sanitary Lateral in ROW	Lin. Ft.	1800	\$80.45	\$144,810.00	2,255.00	0.00	\$0.00	\$0.00	\$0.00	-38.00	-\$3,057.10	\$9,223.59	\$6,166.49
4 102.4	Furnish and Relay 6 inch Sanitary Lateral ROW to House	Lin. Ft.	100	\$61.60	\$6,160.00	50.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$154.00	\$154.00
5 102.6	Reconnect Lateral to Main	Each	2	\$240.00	\$480.00	3.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$36.00	\$36.00
6 103.1	Furnish and Pipeburst 4-inch Sanitary Lateral	Lin. Ft.	2800	\$5.15	\$14,420.00	2,865.00	0.00	\$0.00	\$0.00	\$0.00	238.00	\$1,225.70	\$617.11	\$1,842.81
7 103.2	Furnish and Pipeburst 6-inch Sanitary Lateral	Lin. Ft.	200	\$20.60	\$4,120.00	330.00	0.00	\$0.00	\$0.00	\$0.00	-150.00	-\$3,090.00	\$468.65	-\$2,621.35
8 103.3	Reconnect Sanitary Lateral at Foundation - Pipeburst	Each	5	\$1,545.00	\$7,725.00	2.00	0.00	\$0.00	\$0.00	\$0.00	2.00	\$3,090.00	\$0.00	\$3,090.00
9 103.4	Reconnect Under Basement Floor - Pipeburst	Each	74	\$2,678.00	\$198,172.00	77.00	0.00	\$0.00	\$0.00	\$0.00	1.00	\$2,678.00	\$9,640.80	\$12,318.80
10 103.4.1	Remove Building Footing to allow Pipeburst	Each	5	\$309.00	\$1,545.00	15.00	0.00	\$0.00	\$0.00	\$0.00	15.00	\$4,635.00	\$0.00	\$4,635.00
11 103.5	Extra Hole - Pipeburst	Each	3	\$515.00	\$1,545.00	2.00	0.00	\$0.00	\$0.00	\$0.00	2.00	\$1,030.00	\$0.00	\$1,030.00
12 104.1	Furnish and Install Standard Manhole	Ver. Ft.	92	\$506.80	\$46,625.60	91.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$2,305.94	\$2,305.94
13 105.1	Abandon Sanitary Manhole	Each	2	\$350.00	\$700.00	0.00	1.00	\$350.00	\$17.50	\$332.50	-1.00	-\$350.00	\$17.50	-\$332.50
14 105.2	Adjust Sanitary Manhole	Each	3	\$650.00	\$1,950.00	13.00	1.00	\$650.00	\$32.50	\$617.50	12.00	\$7,800.00	\$32.50	\$7,832.50
15 105.6	Remove Sanitary Manhole	Each	14	\$200.00	\$2,800.00	14.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$140.00	\$140.00
16 106.1	Clean and Televiser Sewer (Sanitary only)	Lump Sum	1	\$3,914.00	\$3,914.00	1.00	1.00	\$3,914.00	\$195.70	\$3,718.30	0.00	\$0.00	\$195.70	\$195.70
Sanitary					\$669,756.55			\$4,914.00	\$245.70	\$4,668.30		\$13,961.60	\$34,548.26	\$48,509.86
								<u>\$4,914.00</u>	<u>\$245.70</u>	<u>\$4,668.30</u>		<u>\$13,961.60</u>	<u>\$34,548.26</u>	<u>\$48,509.86</u>
17 201.1.1	Furnish & Install 6-inch PVC C-900 Main	Lin. Ft.	40	\$213.80	\$8,552.00	49.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$459.67	\$459.67
18 201.1.2	Furnish & Install 8-inch PVC C-900 Main	Lin. Ft.	3400	\$84.70	\$287,980.00	3,342.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$14,125.85	\$14,125.85
19 201.1.4	Furnish & Install 12-inch PVC C-900 Main	Lin. Ft.	610	\$125.50	\$76,555.00	598.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$3,752.46	\$3,752.46
20 202.1.2	Furnish & Install 1.25-inch PE Water Service in ROW by Trenching	Lin. Ft.	1600	\$57.00	\$91,200.00	2,170.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$6,184.50	\$6,184.50

Contract 1-23
Sanitary Storm Sewer, Water, and Street Construction
Burr Ave., Chestnut St., Dieckhoff St., Laudan Blvd.

							Quantity Completed to Date	Pay Request No.6				Pay Request FINAL			
								Contractor Completed This Period		Retainage Due this Period	Due this Estimate	Contractor Completed This Period		Retainage Owed	Due this Estimate
Item Code	Item Description	UofM	QTY	Unit Price	Extension	QTY	\$	QTY	\$						
21	202.2.2	Furnish & Install 1.25-inch PE Water Service in ROW by Pulling	Lin. Ft.	100	\$15.00	\$1,500.00	62.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$46.50	\$46.50
22	202.3.2	Furnish & Install 1.25-inch PE Water Service in ROW by Drilling	Lin. Ft.	100	\$30.90	\$3,090.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
23	202.4.2	Furnish & Install 1.25-inch PE Water Service from ROW to Structure by Trenching	Lin. Ft.	100	\$30.90	\$3,090.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
24	202.5.2	Furnish & Install 1.25-inch PE Water Service from ROW to Structure by Pulling	Lin. Ft.	100	\$30.90	\$3,090.00	159.00	0.00	\$0.00	\$0.00	\$0.00	50.00	\$1,545.00	\$84.20	\$1,629.20
25	202.6.2	Furnish & Install 1.25-inch PE Water Service from ROW to Structure by Drilling	Lin. Ft.	100	\$30.90	\$3,090.00	129.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$199.31	\$199.31
26	202.7.1	Furnish & Install 1.25-inch PE Service from ROW to Structure by Pulling w/Sanitary Sewer Pipeburst	Lin. Ft.	2500	\$3.09	\$7,725.00	2,834.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$416.76	\$416.76
27	202.8.1	Furnish & Install 1.25-inch PE Service from ROW to Structure by Excavation in same Trench as Sanitary Lateral	Lin. Ft.	100	\$7.50	\$750.00	62.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$23.25	\$23.25
28	202.9.2	Furnish & Install 1.25-inch Service Brass Set	Each	79	\$482.00	\$38,078.00	77.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$1,855.70	\$1,855.70
29	203.1.1	Furnish & Install Cathodic Protection to Water Service	Each	6	\$230.00	\$1,380.00	20.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$230.00	\$230.00
30	203.1.3	Water Service Connection to Structure	Each	79	\$824.00	\$65,096.00	63.00	0.00	\$0.00	\$0.00	\$0.00	3.00	\$2,472.00	\$2,451.40	\$4,923.40
31	203.1.4	Water Service Extra Hole (Curb Stop Connection)	Each	3	\$515.00	\$1,545.00	6.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$154.50	\$154.50
32	203.1.6	Abandon Valve Box	Each	7	\$200.00	\$1,400.00	2.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$15.00	\$15.00
33	203.1.7	Abandon Valve Manhole	Each	1	\$650.00	\$650.00	2.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$65.00	\$65.00
34	204.2.4	Furnish & Install 8-inch MJRW Valve and Box	Each	13	\$2,674.00	\$34,762.00	12.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$1,604.40	\$1,604.40
35	204.2.6	Furnish & Install 12-inch MJRW Valve and Box	Each	2	\$4,480.00	\$8,960.00	2.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$448.00	\$448.00
36	205.1	Furnish & Install Hydrant, Lead and Valve	Each	8	\$7,507.00	\$60,056.00	7.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$2,627.45	\$2,627.45

Contract 1-23
Sanitary Storm Sewer, Water, and Street Construction
Burr Ave., Chestnut St., Dieckhoff St., Laudan Blvd.

							Quantity Completed to Date	Pay Request No. 6			Pay Request FINAL				
Item Code	Item Description	UoM	QTY	Unit Price	Extension	Contractor Completed This Period QTY		\$	Retainage Due this Period	Due this Estimate	Contractor Completed This Period QTY	\$	Retainage Owed	Due this Estimate	
37	205.2	Abandon Hydrant	Each	4	\$250.00	\$1,000.00	4.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$31.25	\$31.25
Water					\$699,549.00			\$0.00	\$0.00	\$0.00		\$4,017.00	\$34,775.20	\$38,792.20	
								\$0.00	\$0.00	\$0.00		\$4,017.00	\$34,775.20	\$38,792.20	
38	301.4	Furnish and Relay 10-inch Storm Sewer	Lin. Ft.	380	\$56.90	\$21,622.00	412.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$1,031.32	\$1,031.32
39	301.5	Furnish and Relay 12-inch Storm Sewer	Lin. Ft.	1410	\$58.95	\$83,119.50	1,397.00	0.00	\$0.00	\$0.00	\$0.00	517.00	\$30,477.15	\$2,593.80	\$33,070.95
40	301.5.1	Furnish and Relay 15-inch Storm Sewer	Lin. Ft.	640	\$59.95	\$38,368.00	660.00	0.00	\$0.00	\$0.00	\$0.00	370.00	\$22,181.50	\$869.28	\$23,050.78
41	303.1	Furnish and Install 4-inch Storm Sewer Lateral	Lin. Ft.	900	\$48.20	\$43,380.00	549.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$978.46	\$978.46
42	304.1	Furnish and Install Sump pump Pit (separate)	Each	10	\$412.00	\$4,120.00	2.00	0.00	\$0.00	\$0.00	\$0.00	2.00	\$824.00	\$0.00	\$824.00
43	304.2	Furnish and Install Sump Pump pit w/ Sanitary Pipeburst	Each	3	\$257.50	\$772.50	5.00	0.00	\$0.00	\$0.00	\$0.00	1.00	\$257.50	\$51.50	\$309.00
44	305.1	Furnish and Install Catch Basin	Each	16	\$1,967.00	\$31,472.00	14.00	0.00	\$0.00	\$0.00	\$0.00	-2.00	-\$3,934.00	\$1,475.25	-\$2,458.75
45	305.8	Adjust Storm Catch Basin	Each	2	\$700.00	\$1,400.00	0.00	2.00	\$1,400.00	\$70.00	\$1,330.00	-2.00	-\$1,400.00	\$70.00	-\$1,330.00
46	305.9	Remove Storm Catch Basin	Each	16	\$250.00	\$4,000.00	17.00	4.00	\$1,000.00	\$50.00	\$950.00	1.00	\$250.00	\$200.00	\$450.00
47	306.1	Furnish and Install Storm Manhole	Vert Ft	31	\$512.75	\$15,895.25	41.70	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$1,069.08	\$1,069.08
48	306.8	Adjust Storm Manhole	Each	2	\$700.00	\$1,400.00	1.00	0.00	\$0.00	\$0.00	\$0.00	1.00	\$700.00	\$0.00	\$700.00
49	306.9	Remove Storm Manhole	Each	8	\$250.00	\$2,000.00	9.00	0.00	\$0.00	\$0.00	\$0.00	-5.00	-\$1,250.00	\$143.75	-\$1,106.25
50	308.2.4	Install and Maintain Type "D" Inlet Protection	Each	22	\$72.10	\$1,586.20	38.00	38.00	\$2,739.80	\$136.99	\$2,602.81	0.00	\$0.00	\$136.99	\$136.99
Storm					\$249,135.45			\$5,139.80	\$256.99	\$4,882.81		\$48,106.15	\$8,619.43	\$56,725.58	
								\$5,139.80	\$256.99	\$4,882.81		\$48,106.15	\$8,619.43	\$56,725.58	
51	402.2.6.2	Remove Existing Pavement and Maintain Utility Trench	Lin. Ft.	12000	\$0.75	\$9,000.00	12,000.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$225.00	\$225.00
52	405.1	Sawcut Existing Bituminous Pavement	Lin. Ft.	500	\$1.55	\$775.00	500.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$19.38	\$19.38
53	402.2.6.1	Remove Existing Bituminous Pavement	Sq. Yd.	13000	\$0.01	\$130.00	13,000.00	1,000.00	\$10.00	\$0.50	\$9.50	0.00	\$0.00	\$3.50	\$3.50
54	403.2.5.1	Remove Concrete Curb and Gutter	Lin. Ft.	6700	\$1.55	\$10,385.00	6,783.90	133.90	\$207.55	\$10.38	\$197.17	0.00	\$0.00	\$268.07	\$268.07
55	404.4.5	Remove Concrete Sidewalk/Driveway Apron	Sq. Ft.	20000	\$0.36	\$7,200.00	20,000.00	5,000.00	\$1,800.00	\$90.00	\$1,710.00	0.00	\$0.00	\$225.00	\$225.00
56	402.1.7.4	Unclassified Excavation	Cu. Yd.	9000	\$9.99	\$89,910.00	6,600.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$1,648.35	\$1,648.35
57	402.1.4.11	Furnish and Install Geogrid	Sq. Yd.	15000	\$1.90	\$28,500.00	15,295.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$726.51	\$726.51

Contract 1-23
Sanitary Storm Sewer, Water, and Street Construction
Burr Ave., Chestnut St., Dieckhoff St., Laudan Blvd.

							Quantity Completed to Date	Pay Request No.6				Pay Request FINAL			
Item Code	Item Description	UofM	QTY	Unit Price	Extension	Contractor Completed This Period		Retainage Due this Period	Due this Estimate	Contractor Completed This Period		Retainage Owed	Due this Estimate		
						QTY				\$	QTY			\$	
58	401.1.1	Furnish and Install Crushed Aggregate Base	Ton	11000	\$15.86	\$174,460.00	10,537.62	0.00	\$0.00	\$0.00	\$0.00	1,637.62	\$25,972.65	\$3,528.85	\$29,501.46
59	403.2.1.7	Furnish and Install 30-inch Concrete Curb and Gutter (continuous)	Lin. Ft.	6600	\$16.48	\$108,768.00	6,612.60	12.60	\$207.65	\$10.38	\$197.27	0.00	\$0.00	\$2,729.58	\$2,729.58
60	403.2.1.8	Furnish and Install 30-inch Concrete Curb and Gutter (repair)	Lin. Ft.	100	\$61.80	\$6,180.00	171.30	111.30	\$6,878.34	\$343.92	\$6,534.42	0.00	\$0.00	\$436.62	\$436.62
61	404.3.2	Furnish and Install 6-inch Concrete Sidewalk/Driveway	Sq. Ft.	10000	\$6.64	\$66,400.00	12,467.70	2,467.70	\$16,385.53	\$819.28	\$15,566.25	0.00	\$0.00	\$2,479.28	\$2,479.28
62	404.1.1	Furnish and Install 4" Concrete Sidewalk	Sq. Ft.	10000	\$6.34	\$63,400.00	8,335.30	5,335.30	\$33,825.80	\$1,691.29	\$32,134.51	0.00	\$0.00	\$2,166.79	\$2,166.79
63	706.2	Install Detectable Warning Fields (supplied by City)	Each	30	\$77.25	\$2,317.50	46.00	21.00	\$1,622.25	\$81.11	\$1,541.14	0.00	\$0.00	\$129.39	\$129.39
64	402.1.5.3	Furnish and Install 1/2-inch rods	Lin. Ft.	550	\$2.06	\$1,133.00	450.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$23.18	\$23.18
65	102.1.5.3.1	Fine Grade Roadway	Sq. Yd.	12000	\$1.85	\$22,200.00	12,000.00	12,000.00	\$22,200.00	\$1,110.00	\$21,090.00	0.00	\$0.00	\$1,110.00	\$1,110.00
66	402.2.3.1	Furnish and Install HMA Pavement (4-inch)	Ton	2750	\$75.60	\$207,900.00	2,608.56	1,503.24	\$113,644.94	\$5,682.25	\$107,962.69	1,105.32	\$83,562.19	\$5,682.25	\$89,244.44
67	505.1	Furnish & Install Terracing, Fertilize, Seed & Hydromulch	Sq. Yd.	5000	\$7.72	\$38,600.00	4,786.00	3,786.00	\$29,227.92	\$1,461.40	\$27,766.52	0.00	\$0.00	\$1,654.40	\$1,654.40
68	706.1	Install and Maintain Traffic Control	Lump Sum	1	\$19,040.00	\$19,040.00	1.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$642.60	\$642.60
Street						\$856,298.50	0.00		\$226,009.98	\$11,300.51	\$214,709.47	0.00	\$109,534.84	\$23,698.75	\$133,233.55
Total						\$2,474,739.50			\$236,063.78	\$11,803.20	\$224,260.58	\$0.00	\$175,619.39	\$101,641.61	\$277,261.19