

CITY OF NEENAH
FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, September 23, 2024– 5:30 p.m.
Hauser Room, Neenah City Administration Building
211 Walnut Street, Neenah, Wisconsin

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Neenah Common Council and must be noticed as such. The Council will follow the same agenda as the committee but will not take any formal action at this meeting.

AGENDA

1. Public Appearances
2. Approval of Minutes from the August 5, 2024 Special Meeting (minutes can be found on the City's website)
3. Annexation 235, Town of Neenah, Breezewood Ln (Attachments) (Schmidt)
4. Medical Insurance Update – (Attachments) (Fairchild)
5. Dental and Vision Insurance Update – (Attachments) (Fairchild)
6. Central Square and BenTek System Integration (Attachment) (Schroeder)
7. Discussion on Joint Municipal Court Deficit Repayment (Attachment) (Rasmussen)
8. Fiscal Matters: June 2024 Vouchers (Attachments) (Rasmussen)
9. Fiscal Matters: July 2024 Vouchers (Attachments) (Rasmussen)
10. The Committee may convene in closed session pursuant to Wis. Stat. Sec. 19.85(1)(g) to confer with City Attorney who will render advice concerning strategies with respect to pending or impending litigation involving the City.
11. The Committee may reconvene into open session to consider action on the City Attorney's report of pending or threatened litigation.
12. 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 the **City's ADA Coordinator at (920) 886-6110 or e-mail clerk@neenahwi.gov** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

**CITY OF NEENAH
SPECIAL FINANCE AND PERSONNEL COMMITTEE MEETING
Monday, August 5, 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 5:31 pm.

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

Also present: Mayor Lang, City Attorney Rashid, Pollnow Jr., and Scott Becher.

Absent/Excused: Alderman Ellis

1. Public Appearances:

Alderman Pollnow questioned the Alliant Energy Pilot fund balance error. Director Rasmussen advised the formula took the wrong number. The budget formula has since been corrected and the error was shared with the Council.

2. Minutes: Motion/Second/Carried Borchardt/Steiner to approve the minutes from the July 17, 2024 regular meeting as written. All voting aye.

3. Annexation 234, Town of Vinland, 1800 Liberty Ave (Attachments) (Schmidt)

Motion/Second/Carried Borchardt/Boyette recommend Council approve Annexation 234, Town of Vinland, 1800 Liberty Avenue, all voting aye.

Deputy Director Schmidt advised this the Fourth Addition to Homes at Freedom Meadows, which leave only one phase remaining for the subdivision to be complete. This phase is approximately 15 acres and will become forty-seven single-family residential lots.

Boyette inquired on Director Kaiser's report about adding an additional Public Works employee. Deputy Director Schmidt advised the employee will become at a later date when a employee analysis is completed.

4. 2024 Q2 Financial Statements (Attachments) (Rasmussen)

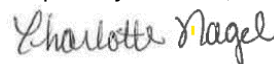
Motion/Second/Carried Borchardt/Steiner to accept and place on file the 2024 Quarter 2 Financial Statements. All voting aye.

Discussion: Director Rasmussen referred to her memo of highlighted items, and answered questions of the committee members. Tracking better than last year, break even if not have a surplus. Appreciates the summary.

5. Adjournment

Motion/Second/Carried Steiner/Borchardt to adjourn the meeting 5:37 pm. All voting aye.

Respectfully submitted,



Charlotte Nagel
City Clerk

Report

Info.



Dept. of Legal & Administrative Services
Office of the City Clerk
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6110 • Fax 920-886-6109
e-mail cnagel@neenahwi.gov
CHAR NAGEL, CITY CLERK

MEMORANDUM

DATE: September 11, 2024

TO: Board of Education
Director of Finance Rasmussen
Director of Public Works Kaiser
Dir. of Water Utility Mach
Dir. of Comm. Dev. & Assessment Haese
City Plan Commission
Park and Recreation Commission
Police Chief Olson
Fire Chief Teesch
City Attorney Rashid
Town of Neenah Clerk Ellen Skerke

FROM: Char Nagel, City Clerk

RE: Annexation 235, Town of Neenah

Please be advised that a Petition for Annexation Pursuant to Section 66.0217(2) Wisconsin Statutes has been filed in the Clerk's Office for property in the Town of Neenah. The purpose of the annexation is to combine the land with two lots on Baytree Lane. The annexation land has a population of zero. In accordance with Section 26-29 of the Municipal Code.

**Please submit your report to Lorie Raddatz in the Finance Office
no later than Thursday, September 19, 2024.**

Committee and Council consideration of this annexation will be as follows:

Committee Approval and Recommendation to Council:

Finance and Personnel Committee meeting	September 23, 2024
Plan Commission meeting	September 24, 2024

Final Council Approval:

Council meeting	October 16, 2024
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Attached is a copy of the map showing the area proposed to be annexed.

cc: Lorie Raddatz, Finance

Annexation Description

Land being part of Certified Survey Map No. 269 and being located in Section 5, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin, containing 12,164 Square Feet (0.2792 Acres) of land described as follows:

Commencing at the Northwest 1/4 Corner of Section 5, T19N, R17E; thence N89°52'53"E along the North line of the Northwest 1/4 of Section 5, 693.44 feet; thence S01°24'03"E, 40.01 feet to the South right-of-way of Breezewood Lane and the Northwest corner of Lot 1 of Certified Survey Map 5441 also the Point of Beginning of the lands being Annexed to the City of Neenah; thence S01°24'03"E, 359.85 feet to the Southwest corner of Lot 3 of said Certified Survey Map 5441; thence S89°59'54"W along the north line of Lot 33, Shaggy Bark Estates, 33.56 feet to the east line of Lot 11, Assessor's Plat No. 2 - Town of Neenah; thence N01°29'00"W along said east line and the east line of Lot 10 of said Plat No. 2, 359.79 feet to the South right-of-way Breezewood Lane; thence N89°52'53"E along said South right-of-way, 34.07 feet to the Point of Beginning of the lands being Annexed to the City of Neenah.



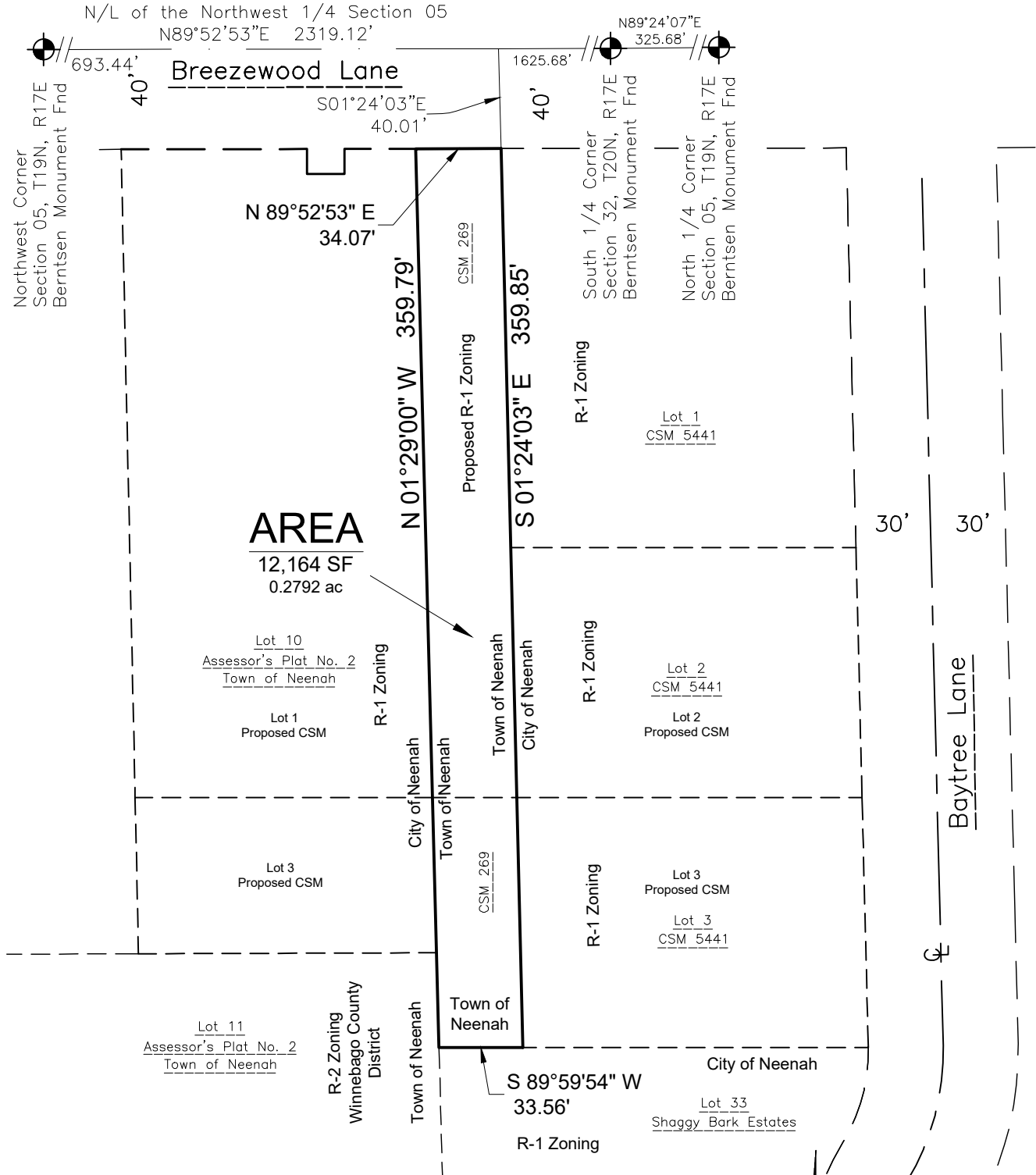
**DAVEL ENGINEERING &
ENVIRONMENTAL, INC.**
Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-441-0804
www.davel.pro

File: 8441Annex.dwg
Date: 09/10/2024
Drafted By: scott
Sheet: 1 of 2

Annexation Exhibit

Land being part of Certified Survey Map No. 269 and being located in Section 5, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
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Drafted By: scott
Sheet: 2 of 2



Department of Community Development and Assessment
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426
Phone 920-886-6126 • e-mail: bschmidt@ci.neenah.wi.us
BRAD R. SCHMIDT, AICP
DEPUTY DIRECTOR OF COMMUNITY DEVELOPMENT & ASSESSMENTS

DATE: September 23, 2024
TO: Mayor Lang, Finance Committee and Common Council
FROM: Brad Schmidt, Deputy Director of Community Development
RE: Annexation #235 (Breezewood Lane – T. of Neenah) – 0.27 Acres

In accordance with Section 26-29 of the Zoning Code, I am submitting the following comments relative to the proposed annexation.

- Revenues will be generated from development review fees, plan reviews and construction permits.
- The proposed annexation includes approximately 0.27 acres of land along the southside of Breezewood Lane and west of Baytree Lane in the Town of Neenah.
- The purpose of the annexation is to reconfigure lots along Baytree Lane. The reconfiguration cannot happen unless the land proposed to be annexed is in the City.
- Upon annexation, the Zoning Classification will be R-1, Single-Family Residence District.
- The proposed annexation will not have any significant impact on the Assessor's operation.
- The annexation area is located within the City's Growth Area as identified in the City of Neenah/Town of Neenah Boundary Agreement. Land within the City's Growth Area can be annexed to the City per the terms of the agreement.
- The City's Comprehensive Plan identifies this area as Residential Neighborhood Investment Area. The proposed use and zoning are consistent with the City's Comprehensive Plan.

Recommendation

The Department of Community Development and Assessments recommends the petition for annexation of 0.27 acres located along Breezewood Lane in the Town of Neenah be accepted.

CITY OF NEENAH
Dept. of Community Development

September 23, 2024





Memorandum

To: Lorie Raddatz
From: Fire Chief Travis Teesch
Date: September 11, 2024

Subject: Annexation 235 Baytree Lane

This memo is reference to the proposed annexation to combine the land with two lots on Baytree Lane.in the City of Neenah.

I found that this annexation would have no immediate impact to the operations of Neenah-Menasha Fire Rescue as vacant property.

However, the continued annexation begins to stretch response times and the protection capabilities that currently exist with Neenah-Menasha Fire Rescue.

If you have any questions or concerns, please let me know.



NEENAH POLICE DEPARTMENT

Chief Aaron L. Olson



Memo

To: Neenah City Council and Mayor Jane Lang

From: Chief Aaron L. Olson

CC: City Clerk, Char Nagel and Finance Assistant, Lorie Raddatz

Date: 9/11/2024

Re: Annexation 235, Town of Neenah

The Neenah Police Department has received a copy of the petition for Annexation 235, which is located the Town of Neenah, Winnebago County, Wisconsin.

We review annexation requests based on the following criteria:

- Size of proposed annexation
- Anticipated use of property
- Accessibility to emergency vehicles
- 5-year history of law enforcement response to the property
- Impact on safe traffic movement

In this case, the property has no significant history. The key factors for police are size, anticipated use, and traffic concerns.

Size: The size of this annexation does not present a police concern in its present use.

Anticipated Use: No known law enforcement concerns currently.

Five-year history of law enforcement: No known law enforcement concerns.

Traffic Concerns: Given the size and location of this parcel, there is little concern for increased traffic problems and or accessibility to emergency vehicles.

Recommendation: The police department offers no objection to the proposed annexation.



Neenah Water Utility

211 Walnut St. PO Box 426 Neenah, WI 54957-0426

Office: (920) 886-6182 Cell: (920) 858-6300

Email: amach@ci.neenah.wi.us

Anthony L. Mach

Director of Neenah Water Utility

MEMORANDUM

DATE: September 17, 2024

TO: Hon. Mayor Lang, Chairperson Erickson, and Members of the Finance and Personnel Committee

FROM: Anthony L. Mach

RE: Annexation 235 – Breezewood Lane / Baytree Lane

In accordance with Section 26-29 (3) of the City of Neenah Municipal Code, the following information summarizes the anticipated impact upon the Water Utility of the proposed annexation of 0.2792 acres of property currently located in the Town of Neenah.

1. The Water Utility has determined that this annexation will have no impact on our operations.
2. We recommend approving this annexation.



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

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- ☐ 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



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 18, 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 \$12,340.00 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 \$8,840.00, 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-145503**Primary Quoted Solution:** NaviLine PA**Quote expires on:** October 12, 2024**Quote prepared for:**

Joseph Wenninger

City of Neenah

211 Walnut St.

Neenah, WI 54956

9208866174

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 APIs Annual Access Fee	1	0.00	0.00
2.	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.	Fusion - Cloud Setup Fee	2,000.00
2.	Public Administration Consulting Services - As Incurred	2,880.00
3.	Public Administration Development Services - As Incurred	1,440.00
4.	Public Administration Project Management Services - As Incurred	1,080.00
5.	Public Administration Technical Services - As Incurred	1,440.00
Services Total		8,840.00 USD

QUOTE SUMMARY

Software Subtotal	3,500.00 USD
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Services Subtotal	8,840.00 USD
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Quote Subtotal	12,340.00 USD
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Quote Total	12,340.00 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	

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: _____

Summary of Services

Project: Neenah, WI, NaviLine Integration with BenTek (Q-145503)

The parties mutually agree and acknowledge this Summary of Services is a high-level overview of the project requested, not a detailed requirements or design of solution.

Project Start Date

Parties agree the project will be scheduled within sixty (60) days from the execution of the above quote number.

Change Requests

The parties may request a change to this summary of services, to increase hours or deliverables, through a written request to the CentralSquare project manager or resource.

Services Scope of Project

The project includes the following scope of services.

- Technical for configuration needed to install and configure Fusion for integrating with BenTek.
- Consulting service for additional implementation as needed for Fusion API.
- Development services required for additional Fusion integration for BenTek.
- Project Management services for organizing and scheduling work to be completed.

Project Management

Even in smaller, less complex projects, there needs to be a point of contact and someone driving a project to successful completion. CentralSquare's Implementation Methodology ensures a project has the right amount of oversight needed to successfully complete the work, no more no less. A CentralSquare Project Manager will be your point of contact for the scoped work with you to develop a timeline to meet your needs, drive the timeline to completion, work to resolve any issues that may arise during the life of the project, all while keeping you up to date so you have the peace of mind your project is on track for a successful completion.

Professional Services

Throughout the course of the project, CentralSquare will use several types of services (defined herein) to complete the necessary steps for successful deployment of the contracted services. The overall services aligned to implementation include Consulting Services, Technical Services, Data Conversion Services, Training Services, and in some cases, Installation Services.



Department of Finance
211 Walnut St. • Neenah WI, 54956
Phone: 920-886-6141 • Fax: 920-886-6150
Email: vrasmussen@neenahwi.gov

M E M O R A N D U M

TO: Chairman Erickson and Members of the Finance and Personnel Committee

FROM: Vicky Rasmussen, Director of Finance

DATE: September 23, 2024

RE: Joint Municipal Court Deficit

In May of 2002, the Cities of Neenah and Menasha jointly agreed to form a municipal court. This joint court handles all municipal ordinance violations that were previously being handled in circuit court. Since its inception, the court has been running with a deficit. As of December 31, 2023, the total deficit for the joint municipal court was (\$427,619), with Neenah's share at (\$255,288), and Menasha at (\$172,331).

At the end of 2023 the City of Neenah paid off its entire share of fiscal years 2002 - 2023 deficits in the amount of \$255,288.

The City of Menasha's share of the deficits for fiscal years 2002 -2023 is (\$172,331). In 2024 Menasha paid \$9,000 towards this, resulting in a net balance of (\$163,331). Menasha has proposed to pay off this balance by the end of 2026. Half would be paid in 2025 and the other half in 2026.

Going forward, Neenah and Menasha will pay their respective share of the budgeted deficit for the current year in the beginning of that particular year (example: pay 2025 budgeted share of deficit by March 1, 2025). After the City of Neenah audit for the previous fiscal year is complete (approximately in July), a reconciliation will be conducted to true up the payments made with each City's budgeted share. If additional payment is due, it will need to be paid by September 1 of that current year.

Included with this memo for your review are the financials for the Joint Municipal Court fund, covering 2019 - 2023 actuals, 2024 Estimate for full year, and the 2025 Budget Request.

There is no action to be taken, this is for informational purposes only.

Joint Municipal Court Fund

	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Department Estimate	2025 Budget
Fund Balance (Deficit), January 1	\$ (278,062)	\$ (297,374)	\$ (347,329)	\$ (373,726)	\$ (378,302)	\$ (172,331)	\$ (174,821)
Revenues							
Court Revenue	406,544	304,565	345,409	370,214	316,781	359,150	389,850
	406,544	304,565	345,409	370,214	316,781	359,150	389,850
Expenditures							
Operations	130,851	137,531	130,621	120,870	123,593	127,870	129,410
Interest	4,555	1,053	820	1,787	17,105	5,000	3,500
Court Fine Reimbursements	300,450	225,936	250,365	262,133	225,400	255,000	280,000
Total Expenditures	435,856	364,520	381,806	384,790	366,098	387,870	412,910
Operating Revenues Over (Under) Exp.	(29,312)	(59,955)	(36,397)	(14,576)	(49,317)	(28,720)	(23,060)
Transfer In - Neenah	10,000	10,000	10,000	10,000	255,288	17,230	13,840
Transfer In - Menasha	-	-	-	-	-	9,000	9,220
Fund Balance (Deficit), December 31	\$ (297,374)	\$ (347,329)	\$ (373,726)	\$ (378,302)	\$ (172,331)	\$ (174,821)	\$ (174,821)
Fund Balance Allocation							
Menasha Share of Fund Deficit	(111,458)	(130,847)	(143,301)	(149,052)	(172,331)	(174,821)	(174,821)
Neenah Share of Fund Deficit	(185,916)	(216,482)	(230,425)	(229,250)	-	-	-



MEMORANDUM

To: Members of the Finance and Personnel Committee

From: Chairman Erickson *JE*

Date: August 19, 2024

Re: June Voucher Review

On behalf of the Committee and Common Council, I have reviewed expenditure abstracts and other Finance Department records supporting:

1. June General Expenditure Voucher Nos. 1773 through 1825 (\$213,708.75) and 1731 through 1819 and 58696 through 58869 (\$2,729,574.73) and June payroll (\$5,057.91) for a combined total of \$2,948,341.39.

2. June Automated Transfers Nos. 1 through 59 totaling \$3,955,158.69.

I recommend their approval.

Attached are schedules of June Automated Fund Transfers and Non-Payroll Expenditure Vouchers over \$2,000.

Attachments

June 2024 Check Register-Over \$2,000

AP Pymt Date	AP Pymt #	AP Vendor Name	AP Invoice #	AP Trans Amount	AP Description 01	AP Description 02	Fund Description	Department Description
06/06/2024	1731	ASSOCIATED APPRAISAL CONSULTANTS	174646	3,041.67	JUN ASSOCIATED APPRAISAL		General Fund	Community Development
06/06/2024	1734	GRAYMONT WESTERN LIME INC	35222745RI	5,036.02	HYDRATED LIME		Water	Other
06/06/2024	1736	MENASHA, CITY OF	MAY 2024 COURT	6,076.50	MAY COURT FINES		Joint Municipal Court Fd	Administration Exp.
06/06/2024	1741	NEENAH MENASHA SEWERAGE COMMISSION	2024187	41,836.00	JUN PRINCIPAL PYMT-CW LOA	N	Sewer Capital Fund	Sewer Capital Costs
		NEENAH MENASHA SEWERAGE COMMISSION	2024187	2,513.00	JUN INTEREST PYMT-RE LOAN		Sewer Capital Fund	Sewer Capital Costs
		NEENAH MENASHA SEWERAGE COMMISSION	2024181	203,456.43	JUN PLANT EXPENSE		Sewer Operating Utility	Sewer Operations
		NEENAH MENASHA SEWERAGE COMMISSION	2024187	10,169.00	JUN INTEREST PYMT-CW LOAN		Sewer Capital Fund	Sewer Capital Costs
		NEENAH MENASHA SEWERAGE COMMISSION	2024187	13,962.00	JUN PRINCIPAL PYMT-RE LOA	N	Sewer Capital Fund	Sewer Capital Costs
06/06/2024	1742	PRIMADATA LLC	66496	2,145.08	MAY UTILITY BILLS-POSTAGE		General Fund	Finance
06/06/2024	1743	SPARKLE AND SHINE CLEANING	NEEPAK13	4,000.00	MAY BUILDING CLEANING		General Fund	Parks
06/06/2024	1744	TRIUMPH ELECTRIC INC	28987	25,680.12	ELECTRICAL-PATROLDAT ROO	MS	Facility Improvement Fund	Police
06/06/2024	1746	WINNEBAGO COUNTY TREASURER	MAY 2024 COURT	4,264.20	MAY COURT FINES		Joint Municipal Court Fd	Administration Exp.
06/13/2024	1748	APPLETON SIGN COMPANY	2401442	2,571.50	WALL SIGNAGE		Facility Improvement Fund	Police
06/13/2024	1750	BAKER TILLY US LLP	BT2828611	2,119.00	100% AUDIT SVCS THRU 5/31		TIF #8	TIF Expenditures
		BAKER TILLY US LLP	BT2828611	4,515.00	AUDIT SVCS THRU 5/31		General Fund	Finance
06/13/2024	1752	BIRDSEYE DAIRY INC	179147	2,043.70	PIZZA, ICE CREAM		General Fund	Independent Programs
06/13/2024	1754	ENERGY CONTROL & DESIGN INC	99753IN	33,126.00	FURNACE REPLACEMENT		Facility Improvement Fund	Parks
		ENERGY CONTROL & DESIGN INC	99823IN	2,418.03	ST 32 HVAC SERVICE		General Fund	Fire Department
06/13/2024	1755	ENVIROTECH EQUIPMENT	2400229901	3,456.80	CHAIN KIT & TENSIONER BOL	TS	Fleet Management	Municipal Facilities
06/13/2024	1757	GRAYMONT WESTERN LIME INC	35223054RI	5,052.96	HYDRATED LIME		Water	Other
06/13/2024	1759	MCMAHON	935078	12,913.25	3/31-4/27 CONSTR SERVICES	BOOSTER STATION	Water	Other
06/13/2024	1761	MENASHA, CITY OF	MAY 2024 WRS	45,274.01	MAY RETIREMENT-MENASHA		Benefit Accrual Fund	Retirement & Taxes
06/13/2024	1763	MIRON CONSTRUCTION COMPANY INC	2206800013	76,115.89	BUILDING ADDITION SERV TO	5/31	Facility Improvement Fund	Police
06/13/2024	1764	RUEKERT & MIELKE INC	151831	3,463.75	APR TDS PROFESSIONAL SERV	ICES	Streets, Utility, Sidewalks	Upgrades-City Initiated
06/13/2024	1765	SECURIAN FINANCIAL GROUP INC	JUL 2024 2832L	6,075.02	JUL INSURANCE		Benefit Accrual Fund	Insurance
06/13/2024	1768	WESTWOOD INFRASTRUCTURE INC	1240501417	2,282.90	APR PROFESSIONAL SERVICES		Streets, Utility, Sidewalks	Upgrades-City Initiated
06/13/2024	1769	WESTWOOD PROFESSIONAL SERVICES INC	1240502192	46,548.00	APR REAL ESTATE SERVICES		Streets, Utility, Sidewalks	Upgrades-City Initiated
06/28/2024	1773	U S BANK	06-12-24	3,272.77	TROJAN TECHNOLOGIES	TROJAN UV PARTS, BEARINGS	Water	Other
		U S BANK	06-12-24	2,929.93	KUEHL ELECTRIC INC	HARRISON POND ELECTRICAL	Storm Water Management	Sewer Repair/Replacement
		U S BANK	06-12-24	2,452.50	JONES LAKE MANAGEMENT	POND TREATMENT-NATURE TRA	Storm Water Management	Storm Sewer Management
06/20/2024	1774	DONALD HIETPAS & SONS INC	CN3-24 PAY #3	225,590.28	MAY CONSTR SERV-QUARRY LN		Water	Other
		DONALD HIETPAS & SONS INC	CN3-24 PAY #3	3,993.80	MAY CONSTR SERV-QUARRY LN		Streets, Utility, Sidewalks	Upgrades-City Initiated
		DONALD HIETPAS & SONS INC	CN3-24 PAY #3	2,327.50	MAY CONSTR SERV-BAYVIEW	RD	Water	Other
		DONALD HIETPAS & SONS INC	CN3-24 PAY #3	50,036.50	MAY CONSTR SERV-QUARRY LN		Sewer Capital Fund	Sewer Repair/Replacement
06/20/2024	1779	GRAYMONT WESTERN LIME INC	35223515RI	5,171.54	HYDRATED LIME	JEWELERS PARK DRIVE	Water	Other
06/20/2024	1786	MCC INC	CN6-24 PAY #1	192,223.96	CURB/GUTTER/STRM WTR	JEWELERS PARK DRIVE	TIF #12 Bridgewood	Other
		APPLETON SIGN COMPANY	2403741	10,720.26	STREET OVERLAY		TIF #12 Bridgewood	Other
06/27/2024	1793	DE GROOT INC	CN1224 FINAL	2,796.50	ST 32 LOCKERWALL PROJECT	FOR DOUGLAS POND-FINAL	Facility Improvement Fund	Fire Department
06/27/2024	1795	DE GROOT INC	CN1224 FINAL	3,241.03	MAY CONSTR-COMMERCIAL ST	FOR DOUGLAS POND-FINAL	Water	Sewer Repair/Replacement
		ELEXCO INC	83912	17,123.65	MAY CONSTR-COMMERCIAL ST	TION	Capital Equipment Fund	Information Systems
06/27/2024	1797	ENERGY CONTROL & DESIGN INC	100032IN	5,970.00	BELL TRAFFIC LIGHT CONNEC	PROJECT	Facility Improvement Fund	Fire Department
06/27/2024	1798	ENERGY CONTROL & DESIGN INC	100031IN	2,400.00	ST 32 HVAC MATERIALS FOR		Facility Improvement Fund	Municipal Building
		GRAPHIC COMPOSITION LLC	241265	2,500.00	HVAC UPGRADES		General Fund	Mayors
06/27/2024	1801	GRAYMONT WESTERN LIME INC	35224439RI	5,950.00	QRTLY NEENAH NEWS LETTER		Water	Other
06/27/2024	1802	NEENAH MENASHA SEWERAGE COMMISSION	2024205	5,014.24	HYDRATED LIME		Sewer Capital Fund	Sewer Capital Costs
06/27/2024	1810	NEENAH MENASHA SEWERAGE COMMISSION	2024205	2,567.00	JUL INTEREST PYMT-RE LOAN	N	Sewer Capital Fund	Sewer Capital Costs
		NEENAH MENASHA SEWERAGE COMMISSION	2024199	14,260.00	JUL PRINCIPAL PYMT-RE LOA		Sewer Operating Utility	Sewer Operations
		NEENAH MENASHA SEWERAGE COMMISSION	2024205	203,619.56	JUL PLANT EXPENSE	N	Sewer Capital Fund	Sewer Capital Costs
		NEENAH MENASHA SEWERAGE COMMISSION	2024205	41,924.00	JUL PRINCIPAL PYMT-CW LOA		Sewer Capital Fund	Sewer Capital Costs
		NEENAH MENASHA SEWERAGE COMMISSION	2024205	10,189.00	JUL INTEREST PYMT-CW LOAN		Capital Equipment Fund	Information Systems
06/27/2024	1814	TRANSCENDENT TECHNOLOGIES LLC	MT7315	3,018.75	JAN-APR ASCENT IMPLEMENTA	TION HOURS	General Fund	Legal & Adm. Services
06/27/2024	1816	WESTWOOD INFRASTRUCTURE INC	06/10-06/23	2,812.50	LEGAL SERVICES 6/10-6/23		Streets, Utility, Sidewalks	Upgrades-City Initiated
06/27/2024	1817	WINNEBAGO COUNTY TREASURER	1240601295	2,282.90	MAY PROFESSIONAL SERVICES	NNEBAGO CO	Storm Water Management	Storm Sewer Management
06/27/2024	1819	WINNEBAGO COUNTY TREASURER	LF133480	5,381.09	MAY 2024 LANDFILL CHG- W	INNEBAGO CO	General Fund	Sanitation
		WINNEBAGO COUNTY TREASURER	LF133480	41,501.12	MAY 2024 LANDFILL CHG - W	INNEBAGO CO	Recycling Fund	Recycling Program
		WINNEBAGO COUNTY TREASURER	LF133480	2,154.75	MAY 2024 LANDFILL CHG - W	EXCELSIOR FOR TRAINING	Neenah Menasha Fire	Fire Department
06/28/2024	1822	U S BANK	06-12-24	3,478.92	AMERICAN EXCELSIOR	LPC31	Water	Other
		U S BANK	06-12-24	6,320.16	HAWKINS INC	BOOKS	General Fund	Public Library
		U S BANK	06-12-24	5,663.46	BAKER-TAYLOR	POND MAINT-NATURE TRAIL/I	Storm Water Management	Storm Sewer Management
06/28/2024	1823	U S BANK	06-25-24	2,530.60	JONES LAKE MANAGEMENT	LEAD FREE/7611 GALLONS/79	Fleet Management	Storm Sewer Management
		U S BANK	06-25-24	23,383.27	LEVENHAGEN OIL CORPORATI	MUSKRAT TRAPPING	Storm Water Management	Parks
		U S BANK	06-25-24	2,925.00	SQ *SUBURBAN WILDLIFE SOL	FIELD PAINT/207145248	General Fund	
		U S BANK	06-25-24	2,966.00	DIAMOND VOGEL PAINT #207	DIESEL/900 GALLONS/79453A	Fleet Management	
		U S BANK	06-25-24	2,392.20	LEVENHAGEN OIL CORPORATI	-223 AMMO (6)	General Fund	Police
		U S BANK	06-25-24	2,122.50	STREICHER'S MO			

June 2024 Check Register-Over \$2,000

AP Pymt Date	AP Pymt #	AP Vendor Name	AP Invoice #	AP Trans Amount	AP Description 01	AP Description 02	Fund Description	Department Description
06/28/2024	1825	U S BANK	06-25-24	2,375.00	TCAW OCC HEALTH	MAY LABS	Benefit Accrual Fund	Insurance
		U S BANK	06-25-24	3,435.96	KUEHL ELECTRIC INC	ELECTRICAL WORK(2024)174	Storm Water Management	Storm Sewer Management
		U S BANK	06-25-24	10,400.00	TCAW OCC HEALTH	MAY PRACTITIONER SERVICES	Benefit Accrual Fund	Insurance
		U S BANK	06-25-24	2,410.00	CONWAY SHIELD	TURN OUT BOOTS NEW HIRES	Neenah Menasha Fire	Fire Department
		U S BANK	06-25-24	2,972.00	GRIFFIN FILTER TECHNOLOG	MOTOR/BLOWER ASS/FILTERS	Water	Other
		U S BANK	06-25-24	3,201.00	IN *GERBER LEISURE PRODUC	BENCHES - GOSSEN RVS, JEN	Park & Rec Trust Funds	Park & Rec Trust Exps
		U S BANK	06-25-24	2,100.00	AMZN MKTP US*NQ5446UY3	REPLACEMENT SWITCH FOR PD	Capital Equipment Fund	Information Systems
		U S BANK	06-25-24	3,874.17	BAKER-TAYLOR	BOOKS	General Fund	Public Library
		U S BANK	06-25-24	5,010.03	HAWKINS INC	SODIUM PERMANGANATE	Water	Other
		AXON ENTERPRISE INC	INUS249279	38,176.99	AXON BODY CAM CONTRACT		Capital Equipment Fund	Police
06/06/2024	58698	BADGER LABORATORIES INC	24008445	3,770.00	WELL TESTING AT ARROWHEAD		General Fund	Parks
06/06/2024	58699	BROOKS TRACTOR INC	C0017600	289,000.00	LOADER		Capital Equipment Fund	Public Works
06/06/2024	58701	BROOKS TRACTOR INC	C9669900	7,900.00	LOADER FORKS		Capital Equipment Fund	Public Works
06/06/2024	58702	COMMERCIAL RECREATION SPECIALISTS	25368	7,536.90	MUSICAL INSTRUMENT-FAHREN	KRUG	Library Fd/ Misc. Trusts	Public Library
06/06/2024	58703	D & M FLOORING AMERICA	CG402206	13,123.10	RECONFIG MULTI RM - FLOOR	ING	Facility Improvement Fund	Police
06/06/2024	58719	KURZ INDUSTRIAL SOLUTIONS INC	INV61225	31,185.00	VDFS FOR HS PUMPS		Water	Other
06/13/2024	58726	STATE OF WISCONSIN	MAY 1224 COURT	9,910.58	MAY COURT FINES		Joint Municipal Court Fd	Administration Exp.
06/13/2024	58727	ANGEL ARMOR LLC	INV10076	3,599.13	DOOR ARMOR - SQ. #7 & #8		Capital Equipment Fund	Police
06/13/2024	58735	APPLETON LATHING CORP	24028101	6,717.00	ACOUSTIC CEILINGS		Facility Improvement Fund	Police
06/13/2024	58737	FLASH ROOFING & REPAIRS	2400221	2,011.88	515 W NORTH WATER HIH CUR	B APPEAL MATCH NEW GUTTER	TIF Affordable Housing	Community Development
06/13/2024	58744	GALLOWAY COMPANY	PARCEL 129 TLE	4,650.00	PARCEL 129 FEE TLE ACQUIS	ITION COMMERCIAL PROJECT	Streets, Utility, Sidewalks	Upgrades-City Initiated
06/13/2024	58745	HYDRITE CHEMICAL COMPANY	202400039668	8,359.20	SODIUM HYPOCHLORITE		Water	Other
06/13/2024	58745	K & E LIMITED PARTNERSHIP	PARCEL 56 TLE	2,750.00	PARCEL 56 TLE ACQUISITION	-COMMERCIAL STREET PROJEC	Streets, Utility, Sidewalks	Upgrades-City Initiated
06/13/2024	58756	NEENAH GIRLS BASKETBALL CLUB INC	06/04-06/06	3,160.00	GIRL'S BASKETBALL LITTLE	ROCKET'S PAYMENT	General Fund	Contracted Programs
06/13/2024	58772	YMCA OF THE FOX CITIES	1965	16,809.00	Y-SENIOR FRIENDS PROGRAM		General Fund	Community Development
06/20/2024	58780	CHEMTRADE CHEMICALS US LLC	90110973	8,823.60	FERRIC SULFATE		Water	Other
06/20/2024	58785	FAHRNER ASPHALT SEALERS LLC	8300018410	54,697.00	CRACK FILLING		General Fund	Street Maintenance
06/20/2024	58791	JIM FISCHER INC	CN7-24 PAY #1	137,830.86	SIDEWALK-BALDWIN ST		Streets Utility, Sidewalks	Sidewalks / Trails
06/20/2024	58795	KRUCZEK CONSTRUCTION INC	CN2-24 PAY #2	129,708.25	MAY CONSTR SERV-E DOTY	AVE	Water	Other
06/20/2024		KRUCZEK CONSTRUCTION INC	CN2-24 PAY #2	7,125.00	MAY CONSTR SERV-E DOTY	AVE	Streets Utility, Sidewalks	Upgrades-City Initiated
		KRUCZEK CONSTRUCTION INC	CN2-24 PAY #2	63,393.38	MAY CONSTR SERV-E DOTY	AVE	Sewer Capital Fund	Sewer Repair/Replacement
		ROSSI, EDWARD	07-04-24	6,000.00	BLESSED FMX-3 MOTORCYCLE	SHOWS RIVERSIDE PARK	Sundry Civic Trusts	Civic
		SCOTT LAMERS CONSTRUCTION LLC	CN4-24 PAY #1	18,719.75	MAY CONSTR SERV-S PARK	EASEMENT	Water	Other
		SPIELBAUER FIREWORKS CO INC	07-04-24	40,000.00	FIREWORKS		General Fund	Celebration/Commemoration
		STRUCTURES UNLIMITED LLC	2024537	16,380.00	DOWNPAYMENT FOR SALT SHED	SUBRECIPIENT	Facility Improvement Fund	Public Works
		VALLEY VNA SENIOR CARE	MAY 2024	97,273.68	MAY 2024 NIFG PAYMENT TO		Neighborhood Inv Program	Community Development
		WISCONSIN SINGERS	07-04-24	3,700.00	STAGE SHOW		Sundry Civic Trusts	Civic
		APPLETON, CITY OF	14320	43,414.00	JUN MASS TRANSIT		General Fund	Community Development
		BAUER ELECTRIC INC	220106	3,200.00	NEW LIGHTS FOR PARKING RA	MP	Parking Utility Fund	Parking Services
06/27/2024	58824	FGM ARCHITECTS	2233360125	4,670.00	ARCHITECT SERVICES-3/30/2	4-5/24/24	Facility Improvement Fund	Police
06/27/2024	58829	GREATER FOX CITIES AREA	2015068	4,840.00	HIH GRANT 231 BOND STREET		TIF Affordable Housing	Community Development
06/27/2024	58842	KONE INC	1158697984	93,407.75	ELEVATOR UPGRADE		Facility Improvement Fund	Municipal Building
06/27/2024	58848	NEENAH GIRLS VOLLEYBALL	06/11-06/14	3,005.00	GIRLS VOLLEYBALL CAMP		General Fund	Contracted Programs
06/27/2024	58861	STANDARD INSURANCE COMPANY	105896	2,453.32	JUL ANCILLARY BENEFITS		Benefit Accrual Fund	Insurance
06/27/2024	58862	SUBURBAN ENTERPRISES INC	190888	33,905.00	RPL LIGHT CONTROL SYSTEM		General Fund	Public Library

2,753,936.61

EXPENDITURE ABSTRACT FOR PERIOD JUNE 1 THROUGH JUNE 30, 2024
EXPLANATION OF AUTOMATED TRANSFERS

Transfer No.	Transfer Date	Amount	Vendor	Purpose	Budget/Cost Center
1	6/3/24	\$294,942.46	HEALTH PARTNERS	June Insurance Premiums	FRINGE BENEFIT DIST.
2	6/3/24	\$1,468.15	DELTA DENTAL	Vision Premium	FRINGE BENEFIT DIST.
3	6/4/24	\$5,574.45	BANCORP	FSA/HRA Debit Card Prefund	N/A
4	6/5/24	\$1,712.35	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
5	6/5/24	\$4,507.83	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
6	6/5/24	\$3,368.10	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
7	6/6/24	\$17,787.00	MISSIONSQUARE	457 Deferred Comp. Contributions	N/A
8	6/6/24	\$3,959.00	MISSIONSQUARE	Employee IRA Contributions	N/A
9	6/6/24	\$3,378.05	MIDAMERICA	FICA Alternative Plan #3121	N/A
10	6/6/24	\$53.00	COMMUNITY FIRST CU	FD Local 275 Conduit	N/A
11	6/6/24	\$6,485.20	COMMUNITY FIRST CU	FD Union Dues	N/A
12	6/6/24	\$1,613.83	ASSOCIATED BANK	Child Support	N/A
13	6/6/24	\$642,588.56	EMPLOYEE PAYROLL	ACH Direct Deposit	N/A
14	6/6/24	\$1,695.00	NATIONWIDE	457 Deferred Comp. Contributions	N/A
15	6/6/24	\$700.00	NATIONWIDE	Employee IRA Contributions	N/A
16	6/6/24	\$941.00	CVMIC	Water Workers Compensation	N/A
17	6/6/24	\$1,331.00	CVMIC	City Workers Compensation	N/A
18	6/7/24	\$1,495.57	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
19	6/7/24	\$541.53	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
20	6/7/24	\$179,500.53	DEPARTMENT OF THE TREASURY	Employer/Employee Social Security Federal Withholding	FRINGE BENEFIT DIST.
21	6/11/24	\$2,057.69	QUADIENT	Postage	N/A
22	6/11/24	\$7,032.57	BANCORP	FSA/HRA Debit Card Prefund	N/A
23	6/12/24	\$2,011.85	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
24	6/12/24	\$4,569.91	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
25	6/12/24	\$4,840.84	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
26	6/14/24	\$2,999.59	ASSOCIATED BANK	May Bank Service Fee	N/A
27	6/14/24	\$89,858.77	FOX VALLEY TECHNICAL COLLEGE	June Tax Settlement	N/A
28	6/14/24	\$754,477.54	NUSD	June Tax Settlement	N/A
29	6/14/24	\$450,289.02	WINNEBAGO COUNTY TREASURER	June Tax Settlement	N/A
30	6/14/24	\$4,535.94	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
31	6/14/24	\$488.38	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
32	6/17/24	\$30,895.84	WISCONSIN DEPT OF REVENUE	State Withholding	FRINGE BENEFIT DIST.
33	6/18/24	\$2,761.15	BANCORP	FSA/HRA Debit Card Prefund	N/A
34	6/20/24	\$2,265.83	WISCONSIN DEPT OF REVENUE	May Sales Tax	N/A
35	6/20/24	\$5,096.50	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
36	6/20/24	\$1,613.83	ASSOCIATED BANK	Child Support	N/A
37	6/20/24	\$584,980.10	EMPLOYEE PAYROLL	ACH Direct Deposit	N/A
38	6/20/24	\$1,840.23	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
39	6/20/24	\$1,257.10	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
40	6/21/24	\$141,431.82	DEPARTMENT OF THE TREASURY	Employer/Employee Social Security Federal Withholding	FRINGE BENEFIT DIST.
41	6/21/24	\$17,537.00	MISSIONSQUARE	457 Deferred Comp. Contributions	N/A
42	6/21/24	\$3,959.00	MISSIONSQUARE	Employee IRA Contributions	N/A
43	6/21/24	\$8,556.91	MIDAMERICA	FICA Alternative Plan #3121	N/A
44	6/21/24	\$53.00	COMMUNITY FIRST CU	FD Local 275 Conduit	N/A
45	6/21/24	\$1,695.00	NATIONWIDE	457 Deferred Comp. Contributions	N/A
46	6/21/24	\$700.00	NATIONWIDE	Employee IRA Contributions	N/A
47	6/21/24	\$4,649.65	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
48	6/21/24	\$823.34	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
49	6/25/24	\$5,372.97	BANCORP	FSA/HRA Debit Card Prefund	N/A
50	6/26/24	\$94,848.63	CVMIC	Quarterly Workers Compensation	N/A
51	6/26/24	\$6,097.30	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
52	6/26/24	\$260.12	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
53	6/26/24	\$5,128.97	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
54	6/28/24	\$5,567.81	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
55	6/28/24	\$213,708.75	US BANK	5/25-6/25 P-Card Statement	FRINGE BENEFIT DIST.
56	6/28/24	\$226,342.80	WI EMPLOYEE TRUST FUNDS	Retirement Contribution	N/A
57	6/28/24	\$459.00	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
58	6/30/24	\$85,257.11	WE Energies	Invoices	N/A
59	6/30/24	\$5,194.22	MERCHANT SERVICES	Debit Card/Credit Card Service Fee	N/A
JUNE TOTAL		\$3,955,158.69			



MEMORANDUM

To: Members of the Finance and Personnel Committee

From: Chairman Erickson *JE*

Date: August 19, 2024

Re: July Voucher Review

On behalf of the Committee and Common Council, I have reviewed expenditure abstracts and other Finance Department records supporting:

1. July General Expenditure Voucher Nos. 1855 through 1916 (\$281,586.61) and 1820 through 1893 and 58870 through 58995 (\$3,056,444.80) and July payroll (\$2,523.97) for a combined total of \$3,340,555.38.
2. July Automated Transfers Nos. 1 through 62 totaling \$2,837,202.45.

I recommend their approval.

Attached are schedules of July Automated Fund Transfers and Non-Payroll Expenditure Vouchers over \$2,000.

Attachments

EXPENDITURE ABSTRACT FOR PERIOD JULY 1 THROUGH JULY 31, 2024
EXPLANATION OF AUTOMATED TRANSFERS

Transfer No.	Transfer Date	Amount	Vendor	Purpose	Budget/Cost Center
1	7/1/24	\$1,526.09	DELTA DENTAL	Vision Premium	FRINGE BENEFIT DIST.
2	7/1/24	\$287,088.87	HEALTH PARTNERS	June Insurance Premiums	FRINGE BENEFIT DIST.
3	7/1/24	\$38,532.82	WISCONSIN DEPT OF REVENUE	State Withholding	FRINGE BENEFIT DIST.
4	7/2/24	\$3,835.77	BANCORP	FSA/HRA Debit Card Prefund	N/A
5	7/3/24	\$2,668.58	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
6	7/3/24	\$1,894.00	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
7	7/3/24	\$6,983.41	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
8	7/3/24	\$1,613.83	ASSOCIATED BANK	Child Support	N/A
9	7/3/24	\$586,811.27	EMPLOYEE PAYROLL	ACH Direct Deposit	N/A
10	7/3/24	\$1,695.00	NATIONWIDE	457 Deferred Comp. Contributions	N/A
11	7/3/24	\$700.00	NATIONWIDE	Employee IRA Contributions	N/A
12	7/5/24	\$199.20	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
13	7/5/24	\$125.05	USPS	Little Lake Project Mailing	N/A
14	7/5/24	\$17,367.00	MISSIONSQUARE	457 Deferred Comp. Contributions	N/A
15	7/5/24	\$3,999.00	MISSIONSQUARE	Employee IRA Contributions	N/A
16	7/5/24	\$8,219.09	MIDAMERICA	FICA Alternative Plan #3121	N/A
17	7/5/24	\$51.00	COMMUNITY FIRST CU	FD Local 275 Conduit	N/A
18	7/5/24	\$6,384.40	COMMUNITY FIRST CU	FD Union Dues	N/A
19	7/5/24	\$111,180.35	PELION/PRECISION PRIME	RHS Employee Benefit	N/A
20	7/5/24	\$148,355.57	DEPARTMENT OF THE TREASURY	Employer/Employee Social Security Federal Withholding	FRINGE BENEFIT DIST.
21	7/8/24	\$2,230.83	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
22	7/10/24	\$4,531.15	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
23	7/10/24	\$11,281.78	BANCORP	FSA/HRA Debit Card Prefund	N/A
24	7/10/24	\$2,075.51	NEPOST	Postage	N/A
25	7/10/24	\$635.00	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
26	7/10/24	\$6,422.07	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
27	7/12/24	\$2,148.57	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
28	7/12/24	\$3,929.03	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
29	7/15/24	\$2,936.63	ASSOCIATED BANK	June Bank Service Fee	N/A
30	7/15/24	\$31,801.55	WISCONSIN DEPT OF REVENUE	State Withholding	FRINGE BENEFIT DIST.
31	7/16/24	\$14,551.49	BANCORP	FSA/HRA Debit Card Prefund	N/A
32	7/17/24	\$720.44	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
33	7/17/24	\$625.00	ASSOCIATED TRUST	Quarterly Fees	N/A
34	7/17/24	\$4,569.77	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
35	7/17/24	\$2,331.60	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
36	7/18/24	\$885.50	DEPARTMENT OF THE TREASURY	2024 PCOR Fees	N/A
37	7/18/24	\$17,947.00	MISSIONSQUARE	457 Deferred Comp. Contributions	N/A
38	7/18/24	\$3,999.00	MISSIONSQUARE	Employee IRA Contributions	N/A
39	7/18/24	\$8,009.73	MIDAMERICA	FICA Alternative Plan #3121	N/A
40	7/18/24	\$51.00	COMMUNITY FIRST CU	FD Local 275 Conduit	N/A
41	7/18/24	\$1,613.83	ASSOCIATED BANK	Child Support	N/A
42	7/18/24	\$603,881.68	EMPLOYEE PAYROLL	ACH Direct Deposit	N/A
43	7/18/24	\$1,695.00	NATIONWIDE	457 Deferred Comp. Contributions	N/A
44	7/18/24	\$1,150.00	NATIONWIDE	Employee IRA Contributions	N/A
45	7/19/24	\$3,802.20	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
46	7/19/24	\$150,004.41	DEPARTMENT OF THE TREASURY	Employer/Employee Social Security Federal Withholding	FRINGE BENEFIT DIST.
47	7/22/24	\$6,101.34	WISCONSIN DEPT OF REVENUE	June Sales Tax	N/A
48	7/23/24	\$4,726.03	BANCORP	FSA/HRA Debit Card Prefund	N/A
49	7/24/24	\$677.03	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
50	7/24/24	\$5,418.45	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
51	7/24/24	\$3,800.00	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
52	7/26/24	\$2,858.52	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
53	7/29/24	\$129.89	USPS	Little Lake Project Mailing	N/A
54	7/30/24	\$281,586.61	US BANK	6/26-7/25 P-Card Statement	N/A
55	7/31/24	\$408.86	DIVERSIFIED BENEFIT SERVICES	2024 Employee FSA Plan	N/A
56	7/31/24	\$2,876.03	DIVERSIFIED BENEFIT SERVICES	2024 Employee HRA Plan	N/A
57	7/31/24	\$5,036.73	DELTA DENTAL	Dental Claims	FRINGE BENEFIT DIST.
58	7/31/24	\$32,756.43	WISCONSIN DEPT OF REVENUE	State Withholding	FRINGE BENEFIT DIST.
59	7/31/24	\$257,261.87	WI EMPLOYEE TRUST FUNDS	Retirement Contribution	FRINGE BENEFIT DIST.
60	7/31/24	\$3,757.63	BANCORP	FSA/HRA Debit Card Prefund	N/A
61	7/31/24	\$110,770.15	WE Energies	Invoices	N/A
62	7/31/24	\$5,976.81	MERCHANT SERVICES	Debit Card/Credit Card Service Fee	N/A
JULY TOTAL		\$2,837,202.45			

Jul 2024 Check Register-Over \$2,000

AP Pymt Date	AP Pymt #	AP Vendor Name	AP Invoice #	AP Trans Amount	AP Description 01	AP Description 02	Fund Description	Department Description
07/01/2024	1820	DAVID TENOR CORPORATION	CN1-24 PAY #3	2,201.62	MAY CONSTR SERV-MISC	REPAIRS	Storm Water Management	Sewer Repair/Replacement
		DAVID TENOR CORPORATION	CN1-24 PAY #3	94,936.25	MAY CONSTR SERV-CEDAR ST		Storm Water Management	Sewer Repair/Replacement
		DAVID TENOR CORPORATION	CN1-24 PAY #3	95,875.05	MAY CONSTR SERV-CEDAR ST		Sewer Capital Fund	Sewer Repair/Replacement
		DAVID TENOR CORPORATION	CN1-24 PAY #3	30,030.16	MAY CONSTR SERV-STEVENS	ST	Sewer Capital Fund	Sewer Repair/Replacement
		DAVID TENOR CORPORATION	CN1-24 PAY #3	11,897.04	MAY CONSTR SERV-STEVENS	ST	Water	Other
		DAVID TENOR CORPORATION	CN1-24 PAY #3	29,285.65	MAY CONSTR SERV-BELMONT	CT	Water	Other
		DAVID TENOR CORPORATION	CN1-24 PAY #3	204,174.71	MAY CONSTR SERV-CEDAR ST	CT	Water	Other
		DAVID TENOR CORPORATION	CN1-24 PAY #3	42,339.27	MAY CONSTR SERV-BELMONT	AVE	Water	Sewer Repair/Replacement
		DAVID TENOR CORPORATION	CN1-24 PAY #3	5,195.83	MAY CONSTR SERV-BELMONT		Water	Other
		A-1 ELEVATOR SALES AND SERVICE CORP	22256	2,301.25	ELEVATOR REPAIRS		General Fund	Parks
07/11/2024	1825	ASSOCIATED APPRAISAL CONSULTANTS	175144	3,041.67	JUL SERVICES		General Fund	Community Development
07/11/2024	1826	GRAYMONT WESTERN LIME INC	35224574RI	5,285.28	HYDRATED LIME		General Fund	Other
07/11/2024	1834	MCMAHON	935324	11,340.69	BOOSTER STATION CONST SER	V 4/28-6/1	Water	Other
07/11/2024	1839	MENASHA, CITY OF	JUN 2024 WRS	56,500.94	JUN RETIREMENT-NMFR		Benefit Accrual Fund	Retirement & Taxes
07/11/2024	1847	MENASHA, CITY OF	JUN 2024 COURT	4,533.80	JUN COURT FINES		Joint Municipal Court Fd	Administration Exp.
07/11/2024	1848	QUALITY TRUCK CARE CENTER INC	R10102472301	9,664.47	E32 TURBO REPAIR		Neenah Menasha Fire	Fire Department
07/11/2024	1848	SPARKLE AND SHINE CLEANING	NEEPARK14	4,000.00	JUN CLEANING-PARK	PAVILIONS & BATHROOMS	General Fund	Parks
07/11/2024	1851	WESTWOOD PROFESSIONAL SERVICES INC	1240501962	15,859.40	APR DOUGLAS POND PROFESSI	ONAL SERVICES	Storm Water Management	Sewer Repair/Replacement
07/11/2024	1851	WESTWOOD PROFESSIONAL SERVICES INC	1240602617	25,070.10	MAY PROFESSIONAL SERVICES		Streets Utility,Sidewalks	Upgrades-City Initiated
07/11/2024	1853	WINNEBAGO COUNTY TREASURER	JUN 2024 COURT	3,120.90	JUN COURT FINES		Joint Municipal Court Fd	Administration Exp.
07/18/2024	1855	BAKER TILLY US LLP	BT2842702	4,814.00	100%-AUDIT SVCS THRU 6/30	TIF #8	TIF #8	TIF Expenditures
07/31/2024		BAKER TILLY US LLP	BT2842702	5,902.00	AUDIT SVCS THRU 6/30		General Fund	Finance
		U S BANK	07-14-24	6,305.30	LAKESHORE RECYCLING SYST	JUN COMMERCIAL PICKUP	General Fund	Sanitation
		U S BANK	07-14-24	20,519.25	LEVENHAGEN OIL CORPORATI	DIESEL/7500 GALLONS	Fleet Management	Sanitation
		U S BANK	07-14-24	6,271.16	LAKESHORE RECYCLING SYST	MAY COMMERCIAL PICKUP	General Fund	Sanitation
		U S BANK	07-14-24	6,370.00	LAKESHORE RECYCLING SYST	JUN DUMPSTER PICKUP	Fleet Management	Municipal Facilities
		U S BANK	07-14-24	2,312.02	MACQUEEN EMERGIEQUIP	A/C COMPRESSOR & KIT	General Fund	Sanitation
		U S BANK	07-14-24	6,630.00	LAKESHORE RECYCLING SYST	MAY DUMPSTER PICKUP	General Fund	Sanitation
07/18/2024	1857	CARRICO AQUATIC RESOURCES INC	20244410	2,785.65	UV REPAIR		General Fund	Independent Programs
07/18/2024	1858	DAVID TENOR CORPORATION	CN1-24 PAY #4	123,227.44	PAY REQUEST #4		Storm Water Management	Sewer Repair/Replacement
		DAVID TENOR CORPORATION	CN1-24 PAY #4	116,625.80	PAY REQUEST #4		Facility Improvement Fund	Public Works
		DAVID TENOR CORPORATION	CN1-24 PAY #4	257,526.05	PAY REQUEST #4		Water	Other
		DAVID TENOR CORPORATION	CN1-24 PAY #4	212,168.70	PAY REQUEST #4		Sewer Capital Fund	Sewer Repair/Replacement
07/18/2024	1859	DAVID TENOR CORPORATION	CN5-24 PAY #1	112,275.27	JUN CONSTR-NORTH ST		Sewer Capital Fund	Sewer Repair/Replacement
		DONALD HIETPAS & SONS INC	CN3-24 PAY #4	111,288.66	PAY REQUEST #4		Water	Other
		DONALD HIETPAS & SONS INC	CN3-24 PAY #4	71,518.84	PAY REQUEST #4		Storm Water Management	Sewer Repair/Replacement
07/18/2024	1862	DONALD HIETPAS & SONS INC	CN3-24 PAY #4	95,109.63	PAY REQUEST #4		Water	Other
		GRAYMONT WESTERN LIME INC	35224444RI	4,864.20	HYDRATED LIME		Water	Other
07/18/2024	1862	GRAYMONT WESTERN LIME INC	35224405RI	4,866.62	HYDRATED LIME		Storm Water Management	Sewer Repair/Replacement
07/18/2024	1866	MCC INC	CN6-24 PAY #2	256,415.42	JUN CONSTR-JEWELERS PARK	DR	Water	Other
07/18/2024	1869	MULTIMEDIA COMMUNICATIONS &	4641	3,250.00	BELL TRAFFIC LIGHT CONNEC	TION PM	TIF #12 Bridgewood	Other
07/18/2024	1873	SECURIAN FINANCIAL GROUP INC	AUG 2024 2832L	6,080.65	AUG INSURANCE		Capital Equipment Fund	Information Systems
07/25/2024	1879	ENERGY CONTROL & DESIGN INC	100222IN	2,843.25	MAINT AGRMT - TEMP CONTR	L MECHANICAL	Benefit Accrual Fund	Insurance
07/25/2024	1880	FIRE APPARATUS & EQUIPMENT INC	25745	5,011.45	Q32 POWER LOSS REPAIR		General Fund	Municipal Facilities
07/25/2024	1881	GRAYMONT WESTERN LIME INC	35225267RI	4,738.36	HYDRATED LIME		Neenah Menasha Fire	Fire Department
		GRAYMONT WESTERN LIME INC	35225229RI	4,973.10	HYDRATED LIME		Water	Other
07/25/2024	1884	MIDWEST TAPE	505771819	5,000.00	HOOPLA		Water	Other
07/25/2024	1890	WALSH, JAMES	06/24-07/21	4,875.00	LEGAL SERVICES 6/24 - 7/2		General Fund	Public Library
07/25/2024	1892	WINNEBAGO COUNTY TREASURER	LF133583	2,765.45	JUN WINN CO LANDFILL BILL		General Fund	Legal & Adm. Services
		WINNEBAGO COUNTY TREASURER	LF133583	38,404.86	JUN WINN CO LANDFILL BILL		Recycling Fund	Recycling Program
07/25/2024	1893	WIRTH + BAYNARD LAW OFFICES	131	6,145.00	MODERSON APR SERVICES		General Fund	Sanitation
07/31/2024	1895	U S BANK	07-14-24	2,976.21	4IMPRINT, INC	(22) NPD TABLE CLOTHS	General Fund	Liability Insurance
		U S BANK	07-14-24	8,505.00	FERGUSON ENT	METER HORNS	Water	Police
		U S BANK	07-14-24	3,360.00	MIDWEST METER - JACKSON	1 1/2 IN METER	Water	Other
		U S BANK	07-14-24	13,700.00	SP ATTACHMENTS KING 45	POLE SETTER	Capital Equipment Fund	Public Works
		U S BANK	07-14-24	5,169.84	BAKER-TAYLOR	BOOKS	General Fund	Public Library
		U S BANK	07-14-24	3,096.00	AIRGAS - NORTH	CARBON DIOXIDE	Water	Other
		U S BANK	07-14-24	2,491.00	UNITED RENTALS 3304	COMMFEST TRAILER	General Fund	Celebration/Commemoration
07/31/2024	1916	U S BANK	07-25-24	17,240.15	LEVENHAGEN OIL CORPORATI	DIESEL/6002 GALLONS/79604	Fleet Management	Sewer Repair/Replacement
		U S BANK	07-25-24	6,114.71	LEVENHAGEN OIL CORPORATI	LEAD FREE/2002 GALLONS/79	Fleet Management	Police
		U S BANK	07-25-24	15,409.20	KUEHL ELECTRIC INC	MAIN ST GENERATOR-ELECTRI	Sewer Capital Fund	Public Works
		U S BANK	07-25-24	3,094.95	AMAZON COM*RS16V7FQ1	(5) OFFICE CHAIRS	General Fund	Public Works
		U S BANK	07-25-24	3,337.30	KUEHL ELECTRIC INC	LIGHTING AT PARKING RAMP/	Facility Improvement Fund	Independent Programs
		U S BANK	07-25-24	2,063.14	BADGER POPCORN & CONCESS	PRETZELS, SLUSH, CUPS	General Fund	Other
		U S BANK	07-25-24	6,320.16	HAWKINS INC	LPC-31	Water	

Jul 2024 Check Register-Over \$2,000

AP Pymt Date	AP Pymt #	AP Vendor Name	AP Invoice #	AP Trans Amount	AP Description 01	AP Description 02	Fund Description	Department Description
		U S BANK	07-25-24	2,560.00	MAVERICK PUMPING SERVICE	COMMFEST PORTABLES 7/3-5	General Fund	Celebration/Commemoration
		U S BANK	07-25-24	3,325.00	TCAW OCC HEALTH	JUN LABS	Benefit Accrual Fund	Insurance
		U S BANK	07-25-24	10,400.00	TCAW OCC HEALTH	JUN PRACTITIONER	Benefit Accrual Fund	Insurance
		U S BANK	07-25-24	2,847.76	VELOCITY EHS	MSDS SAFETY	General Fund	Human Resources & Safety
		U S BANK	07-25-24	2,321.50	JONES LAKE MANAGEMENT	POND TREATMENT-NATURE TRA	Storm Water Management	Storm Sewer Management
		U S BANK	07-25-24	5,010.03	HAWKINS INC	SODIUM PERMANGANATE	Water	Other
		U S BANK	07-25-24	2,349.00	ZARNOTH BRUSH WORKS INC	SIDE BROOMS, DIRT SHOES,	Fleet Management	Municipal Facilities
		U S BANK	07-25-24	3,122.76	GRIFFIN FILTER TECHNOLOG	LIME SYS FILTERS/MOTOR/B	Water	Other
		U S BANK	07-25-24	3,848.73	KUEHL ELECTRIC INC	POND POWER-WINNECONNE & H	Storm Water Management	Sewer Repair/Replacement
		U S BANK	07-25-24	2,115.24	LEVENHAGEN OIL CORPORATI	DIESEL EXHAUST FLUID/1111	Fleet Management	
07/01/2024	58870	SCHABEL EXTERIORS LLC	210 FIFTH ST	10,945.00	ROOFING PROJECT DOWN PYMT	210 FIFTH ST	Housing Fund	Community Development
07/03/2024	58871	VALLEY VNA SENIOR CARE	JUN 2024	112,983.19	JUN 2024 NIFG PAYMENT TO	SUBRECIPIENT	Neighborhood Inv Program	Youth Programs
07/11/2024	58873	BOYS' & GIRLS' BRIGADE	346	3,000.00	JUN BUILDING RENTAL	ION	General Fund	Other
07/11/2024	58877	DAVEL ENGINEERING &	3182556	4,950.00	DIXIE ROAD WETLAND EXEMPT	PHASE 1A	Facility Improvement Fund	Parks
07/11/2024	58884	GEI CONSULTANTS INC	3154570	6,878.16	LLBDM SERV 4/27-5/31	PHASE 1B	Facility Improvement Fund	Parks
07/11/2024	58887	HEADINGTON, AVERY	PARCEL 172 TLE	3,500.00	PARCEL 172 TLE ACQUISITIO	N-COMMERCIAL STREET PROJ	Streets,Utility,Sidewalks	Upgrades-City Initiated
07/11/2024	58889	JEFFERSON FIRE & SAFETY INC	IN316141	9,285.36	GEAR DRYER ST 32 LOCKER P	ROJECT	Facility Improvement Fund	Fire Department
07/11/2024	58898	NORDON INC	47591	5,093.61	FURNITURE-NEGOTIATION ROO	M	Facility Improvement Fund	Police
		NORDON INC	47593	2,103.00	BOOKCASE/SHELF/TOP		Neenah Menasha Fire	Fire Department
		NORDON INC	47585	20,541.57	FURNITURE - PATROL ROOM	TER	Facility Improvement Fund	Police
07/11/2024	58900	OTIS ELEVATOR COMPANY	CVA16189001	6,665.13	ELEVATOR SOLID STATE STAR		Facility Improvement Fund	Public Library
07/11/2024	58904	SERVICE MOTOR COMPANY	W14072	5,103.63	TR4 REPAIR		General Fund	Parks
07/11/2024	58905	STATE OF WISCONSIN	JUN 2024 COURT	8,179.28	JUN COURT FINES	IN	Joint Municipal Court Fd	Administration Exp.
07/11/2024	58908	VAN SISTINE HOMES LLC	1ST ADD FA/REIM	5,078.65	REIMB OVERSIZING WATER MA		Water	Other
07/18/2024	58915	BENITEK LLC	2145	15,000.00	2024 BENTEK LICENSE FEE		Capital Equipment Fund	Information Systems
07/18/2024	58918	CHEMTRADE CHEMICALS US LLC	90119863	8,823.60	FERRIC SULFATE		Water	Other
07/18/2024	58918	DEERE & COMPANY	117806855	35,672.56	NEW MOWERS		Capital Equipment Fund	Parks
07/18/2024	58919	KRUCZEK CONSTRUCTION INC	CN2-24 PAY #3	52,267.10	PAY REQUEST #3		Water	Other
07/18/2024	58926	KRUCZEK CONSTRUCTION INC	CN2-24 PAY #3	96,974.81	PAY REQUEST #3		Storm Water Management	Sewer Repair/Replacement
		KRUCZEK CONSTRUCTION INC	CN2-24 PAY #3	112,991.34	PAY REQUEST #3		Sewer Capital Fund	Sewer Repair/Replacement
07/18/2024	58936	NORDON INC	47590	10,613.76	FURNITURE- SUPERVISOR'S O	FFICE	Facility Improvement Fund	Police
07/18/2024	58942	RJM CONSTRUCTION LLC	PAY #6	76,939.00	PAY REQUEST #6 CONT 2-23W		Water	Other
07/25/2024	58949	APPLETON, CITY OF	14535	43,414.00	JUL 2024 MASS TRANSIT		General Fund	Community Development
07/25/2024	58958	ENVISIONWARE INC	INVUS71439	13,788.75	SELF CHECK MACHINES		Capital Equipment Fund	Public Library
07/25/2024	58961	FRESCHÉ SOLUTIONS INC	INV00026330	2,010.83	WEBSMART PHP RENEWAL		Information Systems	Information Systems
07/25/2024	58963	GRAHAM, RANDY & SHELLY	PARCEL 104 TLE	2,050.00	PARCEL 104 TLE ACQUISITIO	N-COMM STREET PROJECT	Streets,Utility,Sidewalks	Upgrades-City Initiated
07/25/2024	58967	JPACK REAL ESTATE LLC	PARCEL 32 TLE	8,008.00	PARCEL 32 TLE ACQUISITION	-COMM STREET PROJECT	Streets,Utility,Sidewalks	Upgrades-City Initiated
07/25/2024	58976	OMNI GLASS & PAINT INC	152592IN	9,913.00	RPL THREE (3) WINDOWS		Facility Improvement Fund	Police
07/25/2024	58979	PENNANT SERVICES INC	TAXES/REFUND	5,982.35	REFUND OVERPRD RE TAXES	02-0703-03-00	Real Estate Tax Agency Fd	Other
07/25/2024	58980	PHEIFER BROTHERS CONSTRUCTION	PW228 FINAL	44,499.53	FINAL PAY REQUEST-NEENAH	CREEK BRIDGE	TIF #12 Bridgewood	Insurance
		PHEIFER BROTHERS CONSTRUCTION	PW228 FINAL	19,898.49	FINAL PAY REQUEST-NEENAH	CREEK BRIDGE	TIF #12 Bridgewood	Traffic Control
		PHEIFER INSURANCE COMPANY	108977	2,436.21	AUG ANCILLARY BENEFITS		Benefit Accrual Fund	Insurance
07/25/2024	58984	STANDARD ENTERPRIZES LLC	7466	5,967.50	SERVICES AT BELL AND COMM	ERCIAL	Streets,Utility,Sidewalks	Sewer Repair/Replacement
07/25/2024	58987	UNLIMITED ENTERPRIZES LLC	1 ADD FA/PPW REI	38,692.88	NET PUBLIC STORM SWER -1S	T ADDN FREEDOM ACRES	Storm Water Management	Sewer Repair/Replacement
07/25/2024	58988	VAN SISTINE HOMES LLC	1 ADD FA/PPW REI	15,667.10	SAN SEWER REIMB OVERSIZIN	G-1ST ADDN FREEDOM ACRES	Sewer Capital Fund	Sewer Repair/Replacement
		VAN SISTINE HOMES LLC	1 ADD FA/PPW REI	3,132,110.46				