

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, November 7, 2016
Meeting 6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
1. [Proposed resolution authorizing public improvement and levying special assessments against benefited property \(Lake Cottage Estates\)](#)
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
1. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Board of Public Works, 10/17/2016](#)
 - b. [Library Board, 10/26/2016](#)
 - c. [NMFR Joint Finance and Personnel Committee, 10/25/2016](#)
 - d. [NMFR Joint Fire Commission, 10/26/2016](#)
 - e. [Neenah-Menasha Sewerage Commission, 09/27/2016](#)
 - f. [Plan Commission, 10/18/2016](#)
 - g. [Water & Light Commission, 10/12/2016](#)
 - h. [Winnebago County Joint Review Board, 10/18/2016](#)Communications:
 - i. [3rd Quarter Financials](#)
 - j. [WPRA Park Design Award](#)
 - k. [Public Service Commission of Wisconsin Notice of Investigation \(Buyout of WPPI Lease Agreement\)](#)
 - l. [Update on Unit 2016-02 and Third Street Bridge Replacement \(WisDOT Project Number 4992-01-71\)](#)
 - m. [City of Menasha, Wisconsin vs. Village of Fox Crossing, Wisconsin & Town of Menasha, Wisconsin Case No. 16CV983BR3](#)
- G. CONSENT AGENDA
(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action on the Consent Agenda. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)
Minutes to approve:
1. [Common Council, 10/17/2016](#)
Board of Public Works, 10/17/2016, Recommends the Approval of:
 2. [Payment No. 5 – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc/Plank Road \(8' Wide Asphalt Trail\), Menasha Utilities Office \(Parking Area Paving\), and Community Way; Contract Unit No. 2016-02; \\$108,225.92.](#)

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ORDINANCES AND RESOLUTIONS

1. [O-17-16 An Ordinance Approving the Attachment of Territory to the City of Menasha from the Village of Fox Crossing Owned by R. Lewis & R. Lewis, LLC \(As Recommended by the Plan Commission; Introduced by Mayor Merkes\)](#)
2. [R-30-16 – Final Resolution Authorizing Public Improvements and Levying Special Assessments Against Benefited Property \(Lake Cottage Estates\) \(As Recommended by the Board of Public Works; Introduced by Ald. Krautkramer\).](#)
3. [R-31-16 Resolution Approving a Project Plan Amendment for Tax Incremental District No. 5 City of Menasha, Wisconsin](#)
4. [R-32-16 Resolution Approving a Project Plan Amendment for Tax Incremental District No. 10 City of Menasha, Wisconsin](#)
5. [R-33-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$1,362,372 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)
6. [R-34-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$337,000 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)
7. [R-35-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$478,315 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)
8. [R-36-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$1,159,685 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)
9. [R-37-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$343,200 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)
10. [R-38-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$3,039,013.14 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)
11. [R-39-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$3,002,187.13 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)
12. [R-40-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$680,195.13 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)
13. [R-41-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$1,989,000.00 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)
14. [R-42-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$1,480,000.00 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)
15. [R-43-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$820,500.00 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)
16. [R-44-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$763,441.58 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

17. [R-45-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$882,200.00 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)
18. [R-46-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$875,000.00 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)
19. [R-47-16 Resolution approving application to the Board of Commissioners of Public Lands to borrow \\$738,820.87 from the State Trust Fund and authorizing the borrowing and the issuance of certificates of indebtedness and levying a tax in connection therewith](#)

J. ACTION ITEMS

1. [Accounts payable and payroll for the term of 10/20/2016—11/03/2016 in the amount of \\$1,751,643.28](#)
2. [Beverage Operators License Applications for the 2015-2017 licensing period.](#)
3. [Certified Survey Map for Appleton Road—Lot Combination \(As Recommended by Plan Commission\)](#)

K. HELD OVER BUSINESS

L. APPOINTMENTS

1. [Mayor's Appointment of Sean Gehin as Public Works Director, including an advanced vacation schedule](#)

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)

O. RECESS TO COMMITTEES

P. ACTION ITEMS

1. Water Street Trail Easement/95 Broad Street
2. May adjourn into Closed Session pursuant to Wis. Stats. §19.85(1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Water Street Trail Easement/95 Broad Street) (Alderman Taylor)
3. Adjourn into Closed Session pursuant to Wis. Stats. §19.85 (1) (g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Appvion, Inc. and NCR Corp. v. P. H. Gladfelter Co., et al., Case No. 08-CV-16 "PCB Litigation")

MEETING NOTICE
Monday, November 21, 2016
Common Council Meeting – 6:00 p.m.
Committee Meetings to Follow

**CITY OF MENASHA
PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held on the proposed Resolution Authorizing Public Improvement and Levying Special Assessments against benefited property.

The Common Council hereby declares its intention to exercise its powers under Section 66.0703, Wisconsin Statutes, to levy special assessments upon property within the following described area for benefits conferred upon such property by improvement of the following:

- A. Improvements
 - 1. Relocation of Sanitary, Water and Storm Laterals Within Street Right of Way
 - 2. Final Street Paving
 - 3. Electric Service
 - 4. Associated Engineering Costs
- B. Location of Improvements
 - 1. Lake Cottage Estates

The total amount assessed against such improvements shall not exceed the total cost of the improvements. The Common Council determines that such improvements shall be made under the police power, and the amount assessed against each parcel shall be on a cost per front foot, area, or unit cost basis.

That the assessment against any parcel shall be paid in accordance with Section 3-2-14 of the Menasha Municipal Code.

The Board of Public Works is directed to compile a report consisting of:

- A. Plans and Specifications of said improvements.
- B. A summary of the allotted cost of the said improvements.
- C. A schedule of proposed assessments showing the properties which are benefited by the improvement.

Upon completing such report, the Board of Public Works is directed to file a copy thereof in the City Clerk's Office for public inspection.

Upon receiving the report of the Board of Public Works, the City Clerk is directed to give notice of a public hearing on such report as specified in Section 66.0703(7)(a), Wisconsin Statutes. The hearing shall be held in the Council Chambers at the City Hall at a time set by the City Clerk in accordance with Section 66.0703(7)(a), Wisconsin Statutes.

The notice and hearing requirements as stated above do not apply if they are waived, in writing, by all the owners of property affected by the special assessment, as specified in Section 66.0703(7)(b), Wisconsin Statutes.

Any interested persons objecting or supporting the proposed resolution are requested to be presented at this hearing.

Date of Hearing: Monday November 7, 2016
Time of Hearing: 6:00 p.m. or shortly thereafter
Place of Hearing: Menasha City Hall Council Chambers, 3rd Floor
140 Main Street, Menasha, WI 54952

If you have any questions, please call (920) 967-3610

Deborah A. Galeazzi, WCMC
City Clerk

Publish: October 28, 2016

CITY OF MENASHA
BOARD OF PUBLIC WORKS
Third Floor Council Chambers
140 Main Street, Menasha
October 17, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Krautkramer at 7:28 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Krautkramer, Keehan, Zelinski, Spencer, Benner.

EXCUSED: Aldermen Collier, Taylor.

ALSO PRESENT: Mayor Merkes, CA Captain, Lt. Bonneville, FC Kloehn, CDD Buck, ASD Steeno, PHD McKenney, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [Board of Public Works, 10/3/16.](#)

Moved by Ald. Keehan seconded by Ald. Benner to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. [Payment No. 5 – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc/Plank Road \(8' Wide Asphalt Trail\), Menasha Utilities Office \(Parking Area Paving\), and Community Way; Contract Unit No. 2016-02; \\$108,225.92.](#)

Mayor Merkes stated the majority of the new street construction project is complete. They are still working on the Manitowoc Road trail. They anticipate it to be completed soon.

Moved by Ald. Keehan seconded by Ald. Benner to recommend to Common Council Payment No. 5 to Northeast Asphalt, Inc. for new street construction and reconstruction, concrete curb and gutter, concrete sidewalk, asphalt pavement within parking area, 8' wide asphalt trail and storm sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc/Plank Road (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving), and Community Way, Contract Unit No. 2016-02; \$108,225.92.

Motion carried on roll call 6-0.

1. [R-30-16 – Final Resolution Authorizing Public Improvements and Levying Special Assessments Against Benefited Property \(Lake Cottage Estates\) \(Introduced by Ald. Krautkramer\).](#)

Moved by Ald. Nichols seconded by Ald. Keehan to recommend to Common Council R-30-16 – Final Resolution Authorizing Public Improvements and Levying Special Assessments Against Benefited Property (Lake Cottage Estates) (Introduced by Ald. Krautkramer)

Motion carried on roll call 6-0.

2. [Amendments to Title 10 Chapter 1 Article C Parking Regulation \(Ald. Taylor\).](#)

Mayor Merkes explained a meeting was held with downtown business owners to discuss parking changes in the downtown area. They understand and agree to the changes.

E. ADJOURNMENT

Moved by Ald. Benner seconded by Ald. Zelinski to adjourn at 7:32 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC, City Clerk.

Minutes of Regular Meeting
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
Elisha D. Smith Public Library Gegan Room
October 26, 2016

Called to order at 4:02pm by President Englebert

Present: Englebert, Franzoi, Golz, Halverson, VanderHeyden and Beachkofski (Teen Rep)

Absent: Crawmer and Wicuhowski

Also Present: Director Lenz, Beson (Children's Services Supervisor), Bongers (Adult Services Supervisor) and Dreyer (Administrative Assistant)

Public Comment/Communication

None

Consent Business

Motion made by Franzoi, seconded by Golz to approve the Library Board of Trustees meeting minutes from September 28, 2016. Motion carried unanimously.

Motion made by VanderHeyden, seconded by Halverson to accept the Investment Committee meeting minutes of September 26, 2016. Motion carried unanimously.

Authorization of Bills

The bill for SenSource is for the new door counter. Motion made by Golz, seconded by Franzoi to authorize payment of the October 2016 bills as presented from the 2016 budget. Motion carried unanimously.

Director's Report/Information Items

1. September Statistics. Compared to last year, overall circulation of physical materials was down 3% and circulation of digital materials was down 2.5%. Circulation of adult materials was up 5.4%.
2. 2016 Budget Status. About 75% of the year has passed and 75% of the budget has been spent. A projected year end budget was enclosed. It was agreed to reupholster 10 chairs with La Belle Maison, LLC, a new Menasha business, and plan to transfer funds to the library's WALIS Technology account still this year.
3. Endowment Report. The Investment Committee met with Terri Towle and Kelly Randerson from the Community Foundation for the Fox Valley Region, Inc.
4. Staff Reports.
 - The budget review with the City of Menasha Common Council will be held on Wednesday, November 2, at 5:00pm. The review of the capital improvement budget for 2017, adjustments made to the budget, and then the vote on the budget will be held on Monday, November 14, at 5:00pm.
 - We will be moving some of the public computers to a counter in the Teen Zone and purchasing 5 barstool-height chairs that match the other ones in the library.
 - Public Works staff is recommending purchasing 10 meeting room chairs and 5 meeting room tables; trustees agreed.
 - We are planning to add a large flat screen to somewhere at the entrance of the library to promote our programs and services.
 - Staff are trying out a test version of Hoopla, a vendor of ebooks, comics, music, movies and audiobooks that are available for an average cost of \$1.56 per checkout. If we decide to contract with this service, it could be funded by Friends, with credit to the Friends in all marketing materials, thereby marketing the Friends and their efforts.
 - Librarian Ana Acosta presented AtoZ Databases to the Menasha Business Group at their meeting at the beginning of October and also told them about the online Gale Courses.
 - The library is part of a newly-established neighborhood through the Neighborhood Partners Initiative, a program of Goodwill NCW. Lenz is attending their meetings.
 - Support Services Supervisor Cate Brandt has taken over management of acquisitions; Adult Services Supervisor Joe Bongers will increase efforts in community involvement.

- Lenz, Englebert, Golz and Wichowski attended a workshop on Purposeful Boards, Successful Fundraising sponsored by the Community Foundation for the Fox Valley Region, United Way and Schenck. They are recommending as a result of this workshop to form a Governance Committee whose work will revolve around board roles/responsibilities, board composition, board knowledge, board effectiveness and board leadership. They asked the trustees to complete an exercise on Evaluating Nonprofit Governance.
 - Wichowski will soon be sending out Lenz's annual review for trustees to complete.
 - On September 29, the library held a successful reception for artist Phil Sealy, who displayed his art during September and agreed to participate in one of Librarian Colin McGinnis's podcasts. Former Library Trustee John Nebel has been working with Librarian Ana Acosta on featuring and promoting art at the library, as well as events such as that reception and podcast. Artist Bruce Levanetz will be here in November with members of the Green Apple Art Forum to talk about art. October included the centennial celebration of the National Park Service with a display from the Wisconsin Historical Society and a well-attended presentation on John Muir by local historian Tom Sutter.
 - Brian Haessley, Master Electrician and Facilities Technician, is working on installing the new door counter.
 - We are looking into offering FAN (Fox Arts Network) Pass to our patrons beginning January 1. This is a chance to check out free tickets to area cultural institutions or performances such as the Appleton Boychoir, Attic Theatre, Fox Cities Performing Center, Fox Valley Symphony and newVoices. The tickets are donated by the various venues. This is a way to bring the arts to people who may not otherwise purchase tickets. The Appleton Public Library has had this program for over a year now, and the FAN has decided to expand the opportunity to our patrons.
5. November Meeting Date. With our next meeting falling on the Wednesday before Thanksgiving, the consensus was to reschedule the meeting to Wednesday, November 30.

Discussion / Action Items

6. Policies and Personnel Committee.
- Library Patron Policies: Circulation, Internet & Social Media – Since we cannot enforce it uniformly with self-checks and films/TV shows that are not rated, it was recommended to delete the last sentence in A.4.c. that says “The library shall have the authority to restrict access to library materials to cardholders who are 15 years old or younger.” and add A.4.d. – “Parents or legal guardians are responsible for their minor children’s use of library material, including payment of any fees or charges incurred by their children.” Motion made by Halverson, seconded by Franzoi to approve the Library Patron Policies: Circulation, Internet & Social Media with the recommended changes. Motion carried unanimously.
 - Library Patron Code of Conduct, Financial and Business Policies, Volunteer Policy, and Organizational Structure and Governance Policy – It was recommended changing President and Vice President of the Board to Chairman and Vice Chairman of the Board in the Organizational Structure and Governance Policy. Motion made by Halverson, seconded by VanderHeyden to approve the above policies with the recommended change to the Organizational Structure and Governance Policy. Motion carried unanimously.
7. Library Budget for 2017. The Mayor reviewed the library's 2017 budget request approved at the September meeting and made some adjustments. The council has approved that employees who opt into the health insurance plan pay for more of their premium in 2017. The library's budget request for 2017 is less than a percent more than this year.

Adjournment

Motion to adjourn made at 5:31pm by Golz, seconded by Franzoi. Motion carried unanimously.

Respectfully submitted,
Kathy Dreyer, recording Secretary

NMFR Joint Finance & Personnel Committee
Meeting Minutes
October 25, 2016 – 5:30 p.m.
3rd Floor Council Chambers – City of Menasha

Present: Ald. Benner, Stevenson, Keehan, Krautkramer and Kunz

Excused: Ald. Pollnow

Also Present: Chief Kloehn, Director Steeno and MA Theisen

Public: Mayor Merkes, Jim Dunbar and Jamie Leonard

Ald. Stevenson called the meeting to order at 5:30 p.m.

Public Forum: No members of the public chose to speak.

Minutes: The Committee reviewed the September 27, 2016 meeting minutes. **Ald. Benner/Krautkramer to approve the September 27, 2016 meeting minutes, and place on file, all voting aye.**

Budget Report: The Committee reviewed the quarterly budget report. **MSC Benner/Keehan to approve the quarterly budget report, and place on file, all voting aye.**

Activity and Automatic Aid Reports: The Committee reviewed the September 2016 and quarterly 2016 activity and automatic aid reports.

Ald. Kunz entered the meeting at 5:37 p.m.

MSC Benner/Keehan to approve the September 2016 and quarterly 2016 activity and automatic aid reports, and place on file, all voting aye.

Review of Vehicle Maintenance Summary: The Committee reviewed the memo from DC Voss regarding NMFR's vehicle maintenance expenses and Driver/Operator Amos Mikkelson's memo regarding vehicle information. Ald. Kunz said he would like both councils to be more proactive with our vehicles and start looking at vehicle replacements earlier. He feels we should comparing what the value is of the vehicle and compare it to what the value will be for every year we keep it. This should be looked at to see if it's financially worth keeping a vehicle longer, and take the chance of spending more money on repairs and selling it for a lower amount, versus selling it earlier. His main concern is to make sure we have reliable vehicles and we do not have more unbudgeted truck purchases. Ald. Stevenson noted it will take a period of time to gather information on expenses for vehicles and as we move forward with the new tracking system the department put into place we will be able to do this. He agreed with Ald. Kunz's analogy but noted there are some who do not. Ald. Benner asked if we have begun looking at these replacements to see if we should move up something earlier than we expected. Chief Kloehn said the next goal of the Truck Committee is to begin this research.

NMFR's Vehicle Replacement Program: The Committee reviewed the current vehicle replacement program for all of the Department's vehicles. Ald. Kunz noted that he realizes this is the best plan as of today but said this may change in the future as the department continues its research. The Committee discussed the plan and the best time to review. Ald. Kunz requested Driver/Operator Mikkelson's information be put into as much of a number/budget format as possible with our vehicles so the councils can see actual costs.

The Committee agreed the replacement plan should be reviewed by both Mayors and presented to them prior to next CIP budget process. A presentation should be made to both Councils with the information so they know how the suggestions for vehicle replacements were determined. That way if both Councils decide to push the replacement vehicles out to future years they understand the potential ramifications of this decision.

Overtime Budget Update: The Committee reviewed the status of the 2016 overtime budget. Ald. Benner asked if cancelling training has put anyone's certification in jeopardy. Chief Kloehn said at this time it has not as he made the decision to send people to training where this would have been affected. He noted the off shift training that was cancelled doesn't impact certification. Discussion was held on the overall overtime budget. Ald. Stevenson felt he would rather have the department exceed the overtime budgeted and spend the monies in the training budget to maintain the training and not have staff fall behind. He pointed out that there are other line items in the current budget where there may be some excess monies (i.e. utility savings) to help offset these costs. **MSC Benner/Keehan to accept Chief Kloehn's overtime budget update, and place on file, all voting aye.**

2017 Budget Update: Chief Kloehn reviewed the memo that was sent yesterday and clarified some information in that Memo. He apologized for any miscommunication. The Committee reviewed information that was presented. Due to the different timing of both Cities' budget deadlines and continuous review of budgets in both Cities, at this time, there are two different budgets for NMFR's budget for each City. Director Steeno explained she and Director Easker discussed the differences between the two budgets and there is a \$56,000 difference in the operations budget. She noted they both felt the difference is not a major issue. Both Finance Directors will explain the details of the situation with their respective Councils at the Budget Workshops and remain in communication to ensure that both communities arrive at the same 2017 approved Budget for NMFR.

The Committee asked Mayor Merkes what the major differences were at this time. Mayor Merkes explained these included reductions in regular and overtime wages and the accompanying fringe benefits, health insurance reserve, Public Relations, and Joint Fire Commission expenditure.

Ald. Kunz questioned how much authority this Committee had to make suggestions to the budget. He felt it was up to both Cities Finance Directors, Mayors, and Council to ensure the same budget is passed by both Cities.

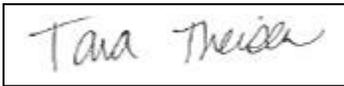
Ald. Benner said he is looking that both Cities to come to consensus in one budget for the Department. Director Steeno said she and Director Easker will address this at the budget workshops. Ald. Stevenson expressed concern that two different budgets are being presented to two different Cities and this could cause animosity between the two councils if each City passes a different budget for the Department. He noted since the merger there has never been a budget presented to both Councils with two different funding levels. Director Steeno re-iterated that both City Finance Directors feel that the Cities can work together to ensure each of their budgets for NMFR are the same. Director Easker and Director Steeno will remain in contact throughout the process to ensure that this occurs. Neenah will consider its budget on 11/15, and Menasha will consider its budget on 11/21. Director Steeno handed out current versions of each budget to those that wanted them.

Succession Planning Discussion: Chief Kloehn explained at the last meeting it was requested we begin discussions on succession planning for our department to try to reduce the overtime impact and to make sure

training in specialized areas doesn't leave with the employee when they retire. At this time, our department waits until someone retires to fill the position. This causes a 4-6 week delay in getting someone hired and trained before they can begin working their 24-hour shifts, which causes overtime. Ald. Kunz suggested a change be made in a future contracts to require people to give a certain amount notice when they retire. Ald. Stevenson noted we do have to have a plan and we have to be careful of legal ramifications of hiring a replacement and they don't retire. Ald. Keehan said we should look at trying to put contract language that would give an incentive to give a specific time of notice of retirement that way we have enough time to get someone hired and trained. The Committee suggested both City Attorneys be contacted to look at the legal aspect of any succession plan process.

MSC Benner/Keehan to adjourn at 6:28 p.m., all voting aye.

Respectfully Submitted,

A rectangular box containing a handwritten signature in cursive script that reads "Tara Theisen".

Tara Theisen
Management Assistant

**Neenah-Menasha Fire Rescue
Joint Fire Commission Meeting Minutes
October 26, 2016 – 12:00 p.m.
Hauser Room – City of Neenah**

Present: Commissioners Kubiak, Keating, Liebhauser, Englebert and McCann

Excused: Commissioner Lewis

Also Present: Chief Kloehn, HR Coordinator Cahak & MA Theisen

Public: Jamie Leonard

Public Forum: No members of the public chose to speak.

Minutes: The Commission reviewed the meeting minutes from September 28, 2016. **MSC Englebert/Liebhauser to approve the September 28, 2016 meeting minutes, and place on file, all voting aye.**

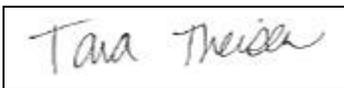
Activity & Automatic Aid Reports: The Commission reviewed the September activity and automatic aid reports. This is informational only and no action is required.

Budget Report: The Commission reviewed the September budget report. This is informational only and no action is required.

Establishing an Eligibility List: HR Coordinator Cahak updated the Commission on the status of applications for our new eligibility list. Chief Kloehn noted he would like to begin the process of establishing a new eligibility list as the newest candidates have gone through Fox Valley Technical College's hiring process. Discussion was held on the upcoming process and dates were set for first and second interviews.

MSC Keating/McCann to adjourn at 12:35 p.m., all voting aye.

Respectfully Submitted,



Tara Theisen

Management Assistant

NEENAH-MENASHA SEWERAGE COMMISSION

Public Hearing & Regular Meeting

Tuesday September 27, 2016

Meeting was called to order by Commission President Youngquist at 8:00 a.m.

Present: Commissioners Forrest Bates, Steve Coburn, Tim Hamblin, Mike Sambs, Raymond Zielinski, Dale Youngquist; Manager Paul Much, Accountant Roger Voigt.

Excused: Commissioner Kathy Bauer.

Also Present: Tom Kispert, Chad Olsen (McMAHON); Rob Franck, Randall Much (MCO).

Motion made and seconded by Commissioners Zielinski/Coburn to open the Public Hearing. Motion carried unanimously.

Hearing no questions or comments on the proposed 2017 NMSC Budget, motion made and seconded by Commissioners Zielinski/Bates to close the Public Hearing. Motion carried unanimously.

Public Forum. No one in attendance for public forum.

August 23, 2016 Regular Meeting minutes: Motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the August 23, 2016 Regular Meeting. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed:

Old Business

Interceptor GIS locates. No new updates to report at this time.

Madison Street – Process to vacate. Commissioner Zielinski reported he has not received any feedback yet from the City.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. President Youngquist discussed the negotiations process and who was present; he also reported on a follow-up contact with Atlas Copco and changes to the original negotiations. The revised offer is financially advantageous to the Commission based from the original negotiation. Commissioners further discussed the settlement; President Youngquist is looking for a consensus from the Commissioners to proceed and have the Commission Attorney review the document. He would like to act on the Settlement Agreement at the October Regular meeting unless it is felt it needs to be acted upon sooner; then a special meeting would be called.

Phosphorus Removal. Manager Much reported meeting with Grand Chute Menasha West and discussing with the DNR the new proposed discharge permit. Chand Olsen also provided input; Grand Chute Menasha West received the same compliance schedule as the NMSC. Chad further discussed trading options and differences in opinion of two groups as to where we can trade. A letter was sent to argue against the proposed schedule to meet phosphorus limits. We were given an additional 15 months to comply. The DNR is holding a public hearing on November 16 regarding the NMSC discharge permit.

iReportPlus reporting software. They are waiting for the SCADA to be completed and for a software update from the software company.

McMahon Invoices. After discussion, motion made and seconded by Commissioners Coburn/Zielinski to approve for payment McMahon invoice #903336 in the amount of \$27,400.00. Motion carried unanimously.

Centrifuge units. Manager Much reported the performance testing of the centrifuge units just missed meeting the performance specifications. He still recommends accepting the units; the sludge characteristics today are different from five years ago when the specifications were written. Tom Kispert will contact the manufacturer; we still need to be provided the O&M manual. Manager Much also discussed the need to have changes in the polymer feed system for the centrifuge units; we need to be able to increase the feed rate of polymer. With the current polymer unit, the feed rate of the polymer can only run one centrifuge unit at a time. Chad Olsen will bring in a proposal to review polymer system needs.

Manager Much discussed the Operating Report for the month of August 2016. The plant is operating well, there are no operating issues. Manager Much discussed the request received from an industry looking to locate in Neenah; we can approve the request, deny it, or approve with conditions. The industry is looking to see if we would be able to handle the loadings they would generate. Randy Much indicated if it is accepted, they would take up most of the remaining capacity of the plant. One option we have is to have our plant re-rated and have our design loadings increased. President Youngquist questioned how do we respond to the request. Commissioners further discussed and felt that accepting without conditions would be too risky for the communities and the treatment plant; they felt accepting with conditions would be an acceptable response. Following discussion, motion made and seconded by Commissioners Sams/Zielinski to have MCO respond to the industry based on Commission discussions. Motion carried unanimously. Manager Much reported we have not had any of the large hits lately of influent zinc in Neenah. Rob Franck discussed his report on new equipment issues; Boilers - PBBS will be on-site Thursday with the burner manufacturer to see how they can be adjusted. Rob discussed the items in the Equipment & Grounds Report. After discussion motion made and seconded by Commissioners Zielinski/Bates to approve the Operating Report for the month of August 2016. Motion carried unanimously.

Budget, Finance, Personnel

Proposed 2017 NMSC Budget. The proposed 2017 NMSC Budget was presented. Motion made and seconded by Commissioners Coburn/Zielinski to accept the 2017 NMSC Budget as presented. Discussion followed; Commissioner Zielinski asked questions on various budget line

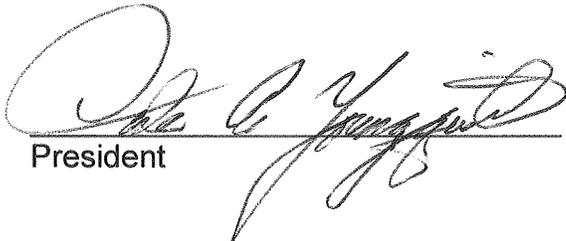
items for clarification, Rob Franck and Accountant Voigt answered the various questions. After discussion, motion passed on unanimous roll call vote.

Accountant Voigt discussed the financial statements and the cash & investment report for the month of August 2016. August and September operations will show a net loss; October will potentially show a net income. MCO generated \$2,100 in income to the Commission in August. After discussion, motion made and seconded by Commissioners Zielinski/Bates to accept the Accountant's Report for the month of August 2016. Motion carried unanimously.

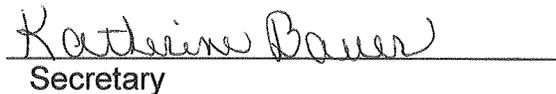
Motion made and seconded by Commissioners Sambs/Coburn to approve for payment MCO invoices #20734 and #20781 in the amounts of \$123,862.56 and \$550.92 with payment to be made after October 1, 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Zielinski/Sambs to approve Operating and Payroll Vouchers #135835 through #135881 in the amount of \$253,646.63 and Construction Fund Voucher #254 in the amount of \$23,700.00 for the month of August 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Zielinski to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:52 a.m.



President



Secretary

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
October 18, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:31 PM by Mayor Merkes.

3:30 PM – Public Hearing on the Proposed Project Plan Amendment to Tax Increment District #5

Mayor Merkes opened the public hearing at 3:31 PM. No one spoke. Mayor Merkes closed the hearing at 3:31 PM.

3:30 PM – Public Hearing on the Proposed Project Plan Amendment to Tax Increment District #10

Mayor Merkes opened the public hearing at 3:31 PM. No one spoke. Mayor Merkes closed the hearing at 3:31 PM.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, Ald. Benner (3:36PM) and Commissioners Schmidt, DeCoster and Cruickshank.

PLAN COMMISSION MEMBERS EXCUSED: Commissioner Sturm.

OTHERS PRESENT: CDD Buck, AP Englebert, ASD Steeno, Don Whitehouse (St. Patrick's Congregation), Kristen Bergstrom (St. Patrick's Congregation), and Garritt Bader (R. Lewis & R. Lewis, LLC).

C. MINUTES TO APPROVE

1. **Minutes of the October 4, 2016 Plan Commission Meeting**

Motion by Comm. Schmidt, seconded by Comm. Cruickshank, to approve the October 4, 2016 Plan Commission meeting minutes. The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. CORRESPONDENCE

1. None.

F. DISCUSSION

1. **Grade Requests, Setting Grades, Verifying Grades**

No discussion took place.

G. ACTION ITEMS

1. **St. Patrick's Congregation Lighting Plan**

CDD Buck introduced the lighting plan for St. Patrick's Congregation. The plan was held over from the previous Plan Commission meeting. Staff explained that the lighting plan as presented meets city standards.

Motion by Comm. Cruickshank, seconded by Comm. DeCoster, to approve the lighting plan for St. Patrick's Congregation. The motion carried.

2. **Certified Survey Map – 1414 and 1434 Appleton Road and Vicinity**

AP Englebert described the proposed Certified Survey Map (CSM) relating to properties in the 1400 block of Appleton Road. The proposed CSM seeks to consolidate three commercial lots into one in order to make the land present more amenable for development. The northern

property is still under annexation procedures with the City of Menasha. Staff relayed that the proposed CSM will not create any setback or zoning non-conformities.

Motion by Comm. Schmidt, seconded by Comm. Cruickshank, to recommend approval of the Certified Survey Map – 1414 and 1434 Appleton Road and Vicinity, with the finding that the side setbacks and dimensions on the proposed lot meet city standards for the C-1 General Commercial District and the Certified Survey Map will not create any zoning non-conformities. The motion carried.

3. **Plan Commission Resolution 1-2016 Recommending Approval of the Project Plan Amendment #5 for Tax Incremental District #5**

CDD Buck introduced the proposed project plan amendment for TID #5. The amendment seeks to share increment from TID #5 with TID #3 in the form of a one-time payment in the anticipated amount of \$732,500. TID #3 is scheduled to close by the end of 2016 without recouping its project costs. TID #5 has a higher than expected increment resulting from its creation. AP Englebert further provided a brief history of TID #3 and TID #5. Ald. Benner spoke in favor of the resolution.

Motion by Ald. Benner, seconded by Comm. Schmidt, to approve Resolution 1-2016 Recommending Approval of the Project Plan Amendment #5 for Tax Incremental District #5. The motion carried.

4. **Plan Commission Resolution 2-2016 Recommending Approval of the Project Plan Amendment #1 for Tax Incremental District #10**

CDD Buck presented the proposed project plan amendment for TID#10. The amendment seeks to add language to the TID #10 project plan that will allow for excess increment, if available, to be allocated the City of Menasha Housing Rehabilitation Fund. CDD Buck commented on the re-organization of the Community Development Department and the process of hiring a new Building Inspector. It is expected that the new Building Inspector/Housing Specialist will be very involved with developing and administering the Housing Rehabilitation Fund.

Ald. Benner inquired about the the status of key contributing properties in TID #10, the theater building and Third Street Market. Staff explained that Third Street Market is fully operational while the theater building is still seeking a tenant. Each property is making a positive contribution to TID #10.

Motion by Ald. Benner, seconded by Comm. DeCoster, to approve Resolution 2-2016 Recommending Approval of the Project Plan Amendment #1 for Tax Incremental District #10. The motion carried.

H. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. Cruickshank, to adjourn at 3:55 PM. The motion carried.

Minutes respectfully submitted by AP Englebert.

SPECIAL MEETING OF THE WATER AND LIGHT COMMISSION

October 12, 2016

Draft

Commission President Allwardt called the Special Meeting of the Water and Light Commission to order at 5:07 p.m., with Commissioners Roy Kordus, and Don Merkes present on roll call. Also present were Melanie Krause, General Manager; William Menting, Electric Manager; Tim Gosz, Water Utility Manager; Kristin Hubertus, Finance Manager; Steve Grenell, Engineering Manager, Paula Maurer, Customer Services Manager; John Teale, Technical Services Engineer; and Dawn Lucier, Administrative and Accounting Assistant.

Engineering Technician David Christensen was excused; Commissioner Tines was absent.

Item II. No one from the Gallery requested to be heard on any topic of public concern to the Utility.

Item III. New Business, Strategic Plan & 2017 Electric, Water, Telecommunications & Energy Services Budget Review & Approval – Included in the packet were the 2016 Accomplishments, as related to the Strategic Plan; the 2017-2018 Strategic Plan, which contained updates and minor changes; and an updated listing of investment accounts and balances.

Commissioner Allwardt asked staff to bring back a breakdown of the percentage of employees who received merit pay over the past 2 years.

Investment Accounts shows the Chemical Stabilization Fund will be fully funded by the end of 2017 and that future water tower cell agreements will help to fund the Water Utility Reserve.

The 2017 Electric Utility financial report utilized 2 year trending to budget 546,163,351 kWh, adjusted for the loss of industrial customers. Average cost of power is set at \$69.75/MWh, which will be an increase of 3.73% over 2016 YTD costs through August. The 2016 distribution expenses projected actual amount will increase due to substation work being performed at the end of 2016, and higher expenses for tree trimming, training, and new pole inspection program are budgeted for 2017. When actual health insurance figures are obtained they will be brought back to the Commission.

The 2017 Water Utility financial report was based on water consumption calculated using a 3 year average and Town of Menasha resale consumption projections. There is a slight decrease in consumption projected for 2017. The capital plan will slightly reduce reserves due mainly to the number of projected main replacement projects. Staff will be working with Schenck to evaluate funding options for capital projects and the impact on rates; a plan will be brought back to the Commission. A notice of intent will be filed with the Safe Drinking Water Loan program for the new raw water intake and basin, water treatment facility, and lead services project.

CITY OF MENASHA
Winnebago County Joint Review Board
Council Chambers, City Hall – 140 Main Street
October 18, 2016
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 2:00 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Brian Adesso (Menasha Joint School District), Mark Harris (Winnebago County), Amy Van Straten (Fox Valley Technical College), Scott Francis (Public Member), and Mayor Merkes (City of Menasha).

MEMBERS EXCUSED: None.

OTHERS PRESENT: CDD Buck, AP Englebert, and ASD Steeno.

C. MINUTES TO APPROVE

1. **Minutes of the July 16, 2015 Joint Review Board Meeting**

Motion by Scott Francis, seconded by Mark Harris to approve the July 16, 2015 Joint Review Board meeting minutes as presented.

The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke.

E. ACTION ITEMS

1. **Set Next Meeting Date**

The next meeting of the Joint Review Board was scheduled for Wednesday, November 9, 2016 at 2:00PM.

F. DISCUSSION ITEMS

2. **Review and Discuss Amendment to Tax Incremental District #5 Project Plan**

CDD Buck introduced the proposed amendment to the project plan of TID #5. The amendment will not change the boundary of the district but will provide an allocation in the estimated amount of \$732,500 from TID #5 to TID #3. CDD Buck explained that TID #3 is expected to close by the end of 2016 without recouping its project costs. Therefore, the proposed allocation will move excess funds from TID #5 and apply it to the balance of TID #3.

AP Englebert explained a brief history of TID #3 and discussed the reasons why the district is not financially solvent. Some of the reasons include properties converting to tax-exempt status, a reduction in computer-aid, and a general depreciation of values within the district.

Mayor Merkes explained to the board that computer-aid was not included in projections regarding the future solvency of the districts. Mark Harris commented that not using computer-aid was a good idea as computer-aid may disappear in the future.

3. **Review and Discuss Amendment to Tax Incremental District #10 Project Plan**

CDD Buck provided an overview of the proposed amendment to the project plan of TID #10. The amendment seeks to include language in the TID #10 project plan to allocate excess increment, if available, into the City of Menasha Housing Rehabilitation fund. CDD Buck explained that State Statutes allow for allocations of increment into housing programs that benefit areas within a ½ mile radius of the district boundary. CDD Buck and ASD Steeno informed the board that it is commonplace for all TID project plans to have language as proposed included.

Staff is proposing allocating up to \$50,000 annually to the Housing Rehabilitation fund if there is sufficient increment available in the district.

Scott Francis asked why housing was chosen to direct excess increment. Mayor Merkes responded that housing rehabilitation has been a priority of the Common Council and staff. He also explained that using increment to improve the housing stock would benefit all taxing entities in the form of higher property values.

G. ADJOURNMENT

Motion by Brian Adesso, seconded by Scott Francis, to adjourn at 2:23 PM.

The motion carried.

Minutes respectfully submitted by AP Englebert.



MEMORANDUM

To: City of Menasha Common Council
From: Peggy Steeno, ^{PS} Director of Administrative Services
Date: November 3, 2016
RE: 3rd Quarter Financial Report

Please find attached the 3rd Quarter 2016 Financial Report, which includes all financial transactions that have been completed from January 1, 2016 through September 30, 2016.

This report and the recently released 2017 Budget indicate that expenditures are projected to be approximately \$15,800 under budget, after factoring in the 2015 to 2016 carryovers, and revenues are projected to be approximately \$62,600 under budget, creating a year-end shortfall of approximately \$46,800, compared to the 2016 budget. Please keep in mind that our approved 2016 Budget assumed that we would spend \$155,000 of the General Fund, Fund Balance this year. The main variance, known at this time, is retiree health insurance payments for those eligible employees that retired in 2016, as these funds need to be segregated and reserved for those future obligations. That amount is currently projected to be approximately \$51,580.

Also, even though we are three quarters of the way through the year, there are a number of accounts, especially revenues, in which funds are received later in the year, thereby showing up on the nine month financial report as shortages. This situation, for the most part, will correct itself as we move toward the end of 2016.

Please note that this report is as of September 30, 2016, and will continue to be updated for the remainder of the year. I will continue to provide these reports on a quarterly basis so that everyone remains aware of our financial status.

Please let me know if you have questions or would like to discuss this report in more detail.

General Fund Revenues - Third Quarter 2016
January 1, 2016 - September 30, 2016

	2016 BUDGETED REVENUES	2016 Period Ending September 30, 2016	% Received	2016 BUDGETED REVENUES	2016 Period Ending September 30, 2016	% Received
TAXES LEVIED BY CITY						
General Property Tax	\$ 8,102,196	\$ 8,102,163	100.00%	\$ 8,248,402	\$ 8,248,406	100.00%
Mobile Home Property Taxes	155,000	97,644	63.00%	155,000	98,232	63.38%
Tax from Municipal Utility	663,149	482,572	72.77%	682,320	495,717	72.65%
Tax from Housing Authority	11,000	10,665	96.95%	11,000	10,338	93.98%
Interest/Penalty on Taxes	22,420	22,011	98.17%	24,000	23,348	97.28%
TOTAL TAXES LEVIED	\$ 8,953,765	\$ 8,715,055	97.33%	\$ 9,120,722	\$ 8,876,041	97.32%
LICENSES & PERMITS						
Liquor License	\$ 30,500	\$ 20,777	68.12%	\$ 22,000	\$ 22,608	102.76%
Tavern Operators License	16,000	15,180	94.88%	6,600	5,895	89.32%
Cigarette License	1,990	1,900	95.48%	2,000	1,900	95.00%
Restaurant License	22,500	21,477	95.45%	22,500	18,456	82.02%
Amusement Device License	1,530	1,430	93.46%	1,430	1,480	103.50%
Electrician License	30	0	0.00%	0	0	0.00%
Heating License	1,550	1,695	109.35%	1,780	1,835	103.09%
Cable TV License	195,500	102,078	52.21%	206,000	101,057	49.06%
Weights & Measures License	22,103	20,492	92.71%	29,126	26,898	92.35%
Retail Food License	7,401	8,565	115.72%	9,947	12,051	121.15%
Tattoo Parlor License	286	0	0.00%	0	0	0.00%
Sundry License	250	400	160.00%	400	400	100.00%
Dog License	8,000	4,534	56.67%	8,000	4,693	58.67%
Cat License	850	841	98.94%	1,000	714	71.40%
Lodging License	40	180	450.00%	675	473	70.00%
Building Permit	77,000	83,580	108.54%	100,000	52,590	52.59%
Electrical Permit	23,400	24,492	104.66%	25,000	16,414	65.66%
Plumbing Permit	20,500	21,848	106.58%	25,000	14,421	57.69%
Street Excavation Permit	5,500	2,735	49.73%	5,100	4,317	84.65%
Heating Permit	23,550	22,983	97.59%	25,000	12,784	51.13%
Mobile Home Permit	0	0	0.00%	1,400	1,397	99.79%
Zoning Permit	6,000	2,560	42.67%	3,500	3,785	108.14%
Recreational Fire Permit	10,000	11,100	111.00%	11,300	10,720	94.87%
Sign Permit	3,500	3,350	95.71%	5,000	3,400	68.00%
Temporary Restaurant Permit	1,800	1,230	68.33%	1,500	1,093	72.87%
Erosion Control Permit	3,000	900	30.00%	1,000	1,575	157.50%
Pool Permit	1,800	2,243	124.61%	2,143	1,962	91.55%
Street Use Permit	200	25	12.50%	200	0	0.00%
Outdoor Service Permit	275	275	100.00%	275	175	63.64%
TOTAL LICENSES & PERMITS	\$ 485,055	\$ 376,868	77.70%	\$ 517,876	\$ 323,092	62.39%
FINES & PENALTIES						
Court Penalties	\$ 70,000	\$ 54,000	77.14%	\$ 70,000	\$ 39,969	57.10%
Parking Violation	55,000	39,712	72.20%	54,000	31,691	58.69%
TOTAL FINES & PENALTIES	\$ 125,000	\$ 93,712	74.97%	\$ 124,000	\$ 71,660	57.79%
FEDERAL, STATE & COUNTY AIDS						
Federal Aid-Law Enforcement	\$ 1,700	\$ 1,644	96.71%	\$ 1,700	0	0.00%
State Aid-Shared Revenues	3,707,435	879,407	23.72%	3,693,563	865,775	23.44%
State Aid-Computer Credit	14,881	20,496	137.73%	20,496	37,290	181.94%
State Aid-Fire	38,000	39,645	104.33%	39,645	41,880	105.64%
State Aid-Payment for Municipal Services	125,000	0	0.00%	125,000	0	0.00%
State Aid-Law Enforcement	24,000	16,806	70.02%	19,640	13,290	67.67%
State Aid-Highway Transportation	513,520	384,395	74.85%	487,324	365,314	74.96%
State Aid-Connecting Highway	61,515	46,137	75.00%	61,961	46,003	74.24%
State Aid-Other	125	120	96.32%	125	125	99.99%
State Aid-Public Health	97,022	88,838	91.56%	91,648	70,465	76.89%
State Aid-Library	0	423	0.00%	0	0	0.00%
State Aid-Senior Center	25,741	18,721	72.73%	25,741	16,381	63.64%
TOTAL FEDERAL, STATE & COUNTY AIDS	\$ 4,608,939	\$ 1,496,633	32.47%	\$ 4,566,841	\$ 1,456,522	31.89%

	2015			2016		
	BUDGETED	Period Ending	%	BUDGETED	Period Ending	%
	REVENUES	September 30, 2015	Received	REVENUES	September 30, 2016	Received
MISCELLANEOUS						
Interest on Investments	\$ 20,500	\$ 18,189	88.73%	\$ 20,500	\$ 5,766	28.13%
Property Rental Revenue	62,500	66,751	106.80%	54,000	33,297	61.66%
Sale of Law Enforcement Property	10,000	2,367	23.67%	10,000	5,895	58.95%
Sale of Refuse Property	100	0	0.00%	100	198	198.23%
Sale of Recyclable Materials	0	408		250	0	0.00%
Sale of Fire Department Property	75,000	0	0.00%	75,000	0	0.00%
Insurance Recovery-Other Equipment	0	2,811		0	0	0.00%
Insurance Recovery-Highway Equip	10,000	5,935	59.35%	10,000	10,651	106.51%
Donations & Gifts	15,500	7,400	47.74%	15,500	5,000	32.26%
Miscellaneous Revenue	25,000	7,955	31.82%	50,000	49,057	98.11%
TOTAL MISCELLANEOUS	\$ 218,600	\$ 111,815	51.15%	\$ 235,350	\$ 109,865	46.68%
PUBLIC CHARGES						
Clerk	\$ 4,000	\$ 5,314	132.86%	\$ 6,000	\$ 5,551	92.51%
Treasurer	13,000	11,952	91.94%	14,000	13,818	98.70%
Data Processing	400	820	205.00%	950	1,025	107.89%
Law Enforcement	3,000	2,235	74.49%	3,000	1,358	45.28%
Fire Protection	700	1,623	231.79%	2,000	505	25.25%
Street Miscellaneous	300	259	86.38%	300	17,119	5706.30%
Snow Removal	5,000	6,262	125.25%	7,500	3,710	49.47%
Engineering	0	220		0	0	0.00%
Street Lighting	175	175	100.00%	175	290	165.51%
Street Patching	13,000	148	1.14%	13,000	14,605	112.34%
Parking Lot Stickers	3,500	1,920	0.00%	3,200	934	29.19%
Garbage & Refuse	107,000	118,801	111.03%	123,000	120,679	98.11%
Solid Waste Disposal	32,000	32,060	100.19%	33,000	32,125	97.35%
Weed Cutting	4,500	8,265	183.66%	6,500	6,506	100.09%
Cemetery	11,000	10,328	93.89%	12,000	16,875	140.63%
Public Health	46,620	1,613	3.46%	50,800	28,676	56.45%
Library Fines	15,000	12,196	81.30%	16,000	11,132	69.58%
Library Vending Services	8,800	6,409	72.83%	8,800	5,589	63.51%
Park	22,500	13,968	62.08%	22,000	14,789	67.22%
Pool	60,000	61,272	102.12%	60,000	62,283	103.81%
Recreation	37,500	32,888	87.70%	36,000	37,687	104.68%
Boat Launch	26,650	20,968	78.68%	23,500	18,563	78.99%
Senior Center	2,250	1,099	48.84%	1,600	827	51.70%
Boat Slip Rental	1,500	1,677	111.83%	1,600	1,329	83.04%
Pool Concession	14,000	18,056	128.97%	16,000	17,240	107.75%
Parks-Koslo	0	1,100		700	0	0.00%
Special Events-Admin Fee	2,400	225	9.38%	4,000	766	19.14%
Room Tax	0	702		3,100	950	30.64%
TOTAL PUBLIC CHARGES	\$ 434,795	\$ 372,556	85.69%	\$ 468,725	\$ 434,929	92.79%
INTERGOVERNMENTAL CHARGES						
Law Enforcement	\$ 237,240	\$ 242,991	102.42%	\$ 245,419	\$ 243,174	99.09%
Fire Department	103,765	340	0.33%	50,000	0	0.00%
Mass Transit	135,225	54,824	40.54%	132,686	0	0.00%
Street Patching	50,000	13,069	26.14%	27,000	2,699	10.00%
Garbage/Refuse	36,380	36,455	100.21%	36,400	36,425	100.07%
Public Health	302,381	135,800	44.91%	306,127	150,015	49.00%
Library Tax	467,255	367,801	78.72%	459,449	361,410	78.66%
Economic Development	15,881	15,110	95.15%	15,067	15,067	100.00%
City Attorney	12,000	12,000	100.00%	12,000	12,000	100.00%
Personnel	0	0	0.00%	6,000	6,341	105.69%
State-Public Health	33,770	54,953	162.73%	40,244	20,624	51.25%
State-Lift Bridges	86,129	53,724	62.38%	85,639	54,219	63.31%
Bond/Note Proceeds	0	0	0.00%	75,000	0	0.00%
TIF Admin	149,647	149,647	100.00%	72,323	72,323	100.00%
Transfer from Marina	5,000	5,000	100.00%	5,000	5,000	100.00%
TOTAL INTERGOVERNMENTAL CHARGES	\$ 1,634,673	\$ 1,141,714	69.84%	\$ 1,568,364	\$ 979,297	62.44%
TOTAL REVENUES	\$ 16,460,827	\$ 12,308,352	74.77%	\$ 16,601,868	\$ 12,251,406	73.80%

General Fund Expenditures - Third Quarter 2016
January 1, 2016 - September 30, 2016

	2015 ANNUAL BUDGET	2015 Period Ending September 30, 2015	% Expended	2016 ANNUAL BUDGET	2016 Period Ending September 30, 2016	% Expended
GENERAL GOVERNMENT						
Mayor	\$ 114,454	\$ 83,808	73.22%	\$ 102,612	\$ 70,937	69.13%
Attorney	133,059	81,460	61.22%	168,465	109,896	65.23%
Personnel	224,129	137,487	61.34%	207,388	139,880	67.45%
City Clerk	112,835	73,692	65.31%	111,888	72,208	64.54%
Elections	62,898	30,594	48.64%	76,021	51,614	67.89%
Municipal Court	3,000	3,100	103.33%	3,250	3,250	100.00%
Finance	456,777	274,808	60.16%	465,750	319,444	68.59%
Assessor	83,552	51,976	62.21%	80,154	57,603	71.87%
Common Council	70,489	49,429	70.12%	71,462	51,734	72.39%
Illegal Tax/Tax Refund	3,000	0	0.00%	3,000	4,982	166.07%
Uncollectable Debt	3,000	(2,375)	-79.17%	5,000	4,339	86.77%
Room Tax	0	2,043		3,000	604	20.14%
Employees Safety Commission	20,658	14,224	68.86%	21,360	15,881	74.35%
Municipal Buildings	122,210	89,419	73.17%	119,373	80,167	67.16%
TOTAL GENERAL GOVERNMENT	\$ 1,410,061	\$ 889,664	63.09%	\$ 1,438,723	\$ 982,540	68.29%
PUBLIC SAFETY						
Police	\$ 4,517,559	\$ 3,093,954	68.49%	\$ 4,581,532	\$ 3,294,745	71.91%
Crossing Guards	23,085	10,642	46.10%	23,085	11,700	50.68%
Community Service	102,400	75,348	73.58%	38,459	24,561	63.86%
Auxiliary Police	13,330	6,708	50.33%	13,330	3,828	28.72%
Jail/Prisoner Meal Charge	12,000	4,287	35.72%	11,000	5,983	54.39%
Code Enforcement	0	0	0.00%	77,789	54,742	70.37%
Fire	3,172,408	2,627,208	82.81%	3,234,419	2,686,351	83.06%
Emergency Government	831	388	46.66%	831	415	50.00%
Weights & Measures	22,103	16,492	74.61%	23,371	16,092	68.85%
Inspection	138,829	134,137	96.62%	137,982	86,910	62.99%
TOTAL PUBLIC SAFETY	\$ 8,002,545	\$ 5,969,163	74.59%	\$ 8,141,798	\$ 6,185,326	75.97%
PUBLIC WORKS						
Engineering	\$ 225,510	\$ 171,055	75.85%	\$ 262,695	\$ 178,161	67.82%
Street Construction/Excavation	837,396	400,006	47.77%	723,218	603,929	83.51%
Snow & Ice	335,301	287,797	85.83%	339,071	318,036	93.80%
Street Signs	190,720	173,159	90.79%	203,966	164,093	80.45%
Sidewalks & Crosswalks	104,344	96,061	92.06%	99,169	129,123	130.21%
Street Lighting	245,150	146,069	59.58%	242,900	203,635	83.83%
Parking Lots	28,904	16,526	57.18%	30,924	22,289	72.08%
Canal Maintenance/Construction	640	425	66.41%	850	509	59.90%
Refuse Collection & Disposal/Commercial	779,230	584,765	75.04%	793,509	638,026	80.41%
Weed Cutting	41,456	37,306	89.99%	39,163	30,523	77.94%
Recycling-Solid Waste	0	8,225		0	0	0.00%
Valley Transit	174,079	139,520	80.15%	172,165	142,250	82.62%
Dial-A-Ride	13,000	11,200	86.15%	12,000	11,200	93.33%
TOTAL PUBLIC WORKS	\$ 2,975,730	\$ 2,072,114	69.63%	\$ 2,919,630	\$ 2,441,776	83.63%
CULTURE, RECREATION & EDUCATION						
Library	\$ 1,469,127	\$ 1,080,431	73.54%	\$ 1,486,810	\$ 1,084,041	72.91%
Recreation	276,124	195,353	70.75%	281,063	218,881	77.88%
Pool	209,876	209,763	99.95%	217,658	206,263	94.76%
Lift Bridges	78,266	62,963	80.45%	85,639	67,905	79.29%
Civic Commemorations	39,310	19,174	48.78%	39,310	23,855	60.68%
Parks	908,750	657,143	72.31%	907,081	708,792	78.14%
Heckrodt	4,000	3,925	98.13%	75	38	50.00%
TOTAL CULTURE, RECREATION & EDUCATION	\$ 2,985,453	\$ 2,228,752	74.66%	\$ 3,017,636	\$ 2,309,775	76.54%
CONSERVATION & DEVELOPMENT						
Forestry	\$ 51,505	\$ 34,619	67.21%	\$ 53,296	\$ 39,211	73.57%
Community Development	284,763	157,789	55.41%	265,671	184,876	69.59%
Urban Redevelopment	160	128	79.69%	200	159	79.39%
TOTAL CONSERVATION & DEVELOPMENT	\$ 336,428	\$ 192,535	57.23%	\$ 319,167	\$ 224,247	70.26%

2015 ANNUAL BUDGET	2015 Period Ending September 30, 2015	% Expended	2016 ANNUAL BUDGET	2016 Period Ending September 30, 2016	% Expended
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PUBLIC HEALTH

Health	\$ 523,996	\$ 365,556	69.76%	\$ 535,857	\$ 382,743	71.43%
Environmental Health	62,210	46,589	74.89%	65,080	47,408	72.85%
Health Screening	23,551	18,030	76.56%	26,039	18,851	72.39%
Prevention	0	3,704		4,907	3,906	79.61%
Radon Grant	2,500	2,011	80.43%	3,500	1,416	40.45%
School Health Aids	40,383	24,133	59.76%	38,199	25,387	66.46%
Dental	42,740	26,430	61.84%	42,235	35,804	84.77%
Lead	2,724	2,565	94.16%	3,208	2,594	80.85%
Immunization	8,747	5,823	66.57%	8,826	3,704	41.97%
Maternal Child Health	14,848	6,815	45.90%	15,395	11,894	77.26%
Dental Sealant	5,680	11,151	196.33%	5,680	6,179	108.79%
Quality Improvement Grant	8,950	7,130	79.67%	0	0	
Bio-Terrorism	29,702	22,776	76.68%	31,102	31,905	102.58%
Twenty-Four/Seven	1,395	1,585	113.59%	1,395	1,071	76.78%
Senior Center	93,088	83,417	89.61%	94,373	69,718	73.87%
Animal Impoundment	18,000	7,649	42.49%	17,000	8,648	50.86%
Cemetery	27,096	20,787	76.72%	27,118	24,343	89.77%
TOTAL PUBLIC HEALTH	\$ 905,610	\$ 656,151	72.45%	\$ 919,914	\$ 675,568	73.44%

100-GENERAL FUND TOTALS:	\$16,615,827	\$ 12,008,380	72.27%	\$16,756,868	\$ 12,819,230	76.50%
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**Other Funds Operations
January 1, 2016 - September 30, 2016**

	2015 ANNUAL BUDGET	2015 Period Ending September 30, 2015	% Expended	2016 ANNUAL BUDGET	2016 Period Ending September 30, 2016	% Expended
LEVY FUNDS						
Capital Improvements	\$ 926,000	\$ 820,608	88.62%	\$ 2,088,835	\$ 833,898	39.92%
Debt Service	4,222,813	9,229,067	218.55%	4,148,527	3,998,707	96.39%
Post Employment Sick Leave	60,000	0	0.00%	60,000	0	0.00%
Recycling	398,200	287,441	72.19%	447,494	311,797	69.68%
LEVY FUNDS - SUBTOTAL:	\$ 5,607,013	\$ 10,337,117	184.36%	\$ 6,744,856	\$ 5,144,402	76.27%

NON-LEVY FUNDS

Sewer Utility	2,194,377	1,215,357	55.39%	2,198,555	1,300,903	59.17%
Stormwater Utility	1,784,339	809,942	45.39%	1,632,585	1,058,013	64.81%
Public Works Facility	1,042,447	763,787	73.27%	955,746	732,072	76.60%
Street Equipment	407,000	274,104	67.35%	453,000	204,969	45.25%
Property & Liability Insurance	121,330	120,412	99.24%	182,605	129,352	70.84%
Information Technology	415,727	218,270	52.50%	388,312	248,792	64.07%
Dental Insurance	130,907	83,642	63.89%	127,000	92,668	72.97%
Façade Improvement	10,000	0	0.00%	10,000	5,000	50.00%
Farm Fresh Market	0	4,940		13,316	1,903	14.29%
CDBG Revolving Loan	60,000	19,339	32.23%	60,000	29,940	49.90%
Marina	207,769	158,628	76.35%	199,589	152,612	76.46%
Park Development	150,000	25,635	17.09%	125,000	125,032	100.03%
Library Endowment	34,000	0	0.00%	10,000	0	0.00%
Park & Recreation Donations	4,100	6,032	147.12%	4,000	10,780	269.51%
Hattie Miner Scholarship	4,000	3,500	87.50%	4,000	3,000	75.00%
Public Safety Donations	5,700	4,271	74.93%	5,750	4,460	77.56%
Redevelopment Authority	273,155	25,448	9.32%	271,290	35,605	13.12%
2008 Capital Projects	50,000	0	0.00%	0	0	0.00%
TID #1	82,758	82,608	99.82%	0	0	0.00%
TID #3	173,167	173,167	100.00%	172,479	172,479	100.00%
TID #4	159,467	159,466	100.00%	150,454	150,454	100.00%
TID #5	280,498	275,159	98.10%	285,540	282,705	99.01%
TID #6	339,894	344,130	101.25%	342,616	342,616	100.00%
TID #7	192,777	192,777	100.00%	193,804	193,804	100.00%
TID #8	96,442	92,011	95.41%	88,286	88,286	100.00%
TID #9	685,574	398,591	58.14%	1,117,315	495,726	44.37%
TID #10	31,107	281,382	904.56%	86,483	30,983	35.83%
TID #11	860,618	711,422	82.66%	102,263	85,717	83.82%
TID #12	363,772	165,637	45.53%	565,936	172,883	30.55%
TID #13	0	771,825	0.00%	1,289,773	1,325,512	102.77%
NON-LEVY FUNDS SUBTOTAL:	\$10,160,925	\$ 7,381,482	72.65%	\$11,035,697	\$ 7,476,266	67.75%

TOTAL OTHER FUNDS:	\$15,767,938	\$ 17,718,598	112.37%	\$17,780,553	\$ 12,620,668	70.98%
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TOTAL BUDGET	\$32,383,765			\$34,537,421		
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FUND BALANCE 2006 - 2015

Historical Fund Balance

<i>December 31, 2006 Fund Balance</i>	\$4,256,342
<i>December 31, 2007 Fund Balance</i>	\$3,920,868
<i>December 31, 2008 Fund Balance</i>	\$2,624,062
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$50,568)
SUBTRACT: Long Term Advance to Other Funds	(\$85,908)
SUBTRACT: 2009 Reservations	(\$571,722)
<i>December 31, 2008 Available Fund Balance</i>	<u>\$1,915,864</u>
<i>December 31, 2009 Fund Balance</i>	\$2,763,034
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$444,672)
SUBTRACT: Long Term Advance to Other Funds	(\$88,201)
SUBTRACT: 2010 Reservations	(\$583,852)
<i>December 31, 2009 Available Fund Balance</i>	<u>\$1,646,309</u>
<i>December 31, 2010 Fund Balance</i>	\$2,004,338
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$151,759)
SUBTRACT: Long Term Advance to Other Funds	(\$88,502)
SUBTRACT: 2011 Reservations	(\$482,766)
<i>December 31, 2010 Available Fund Balance</i>	<u>\$1,281,311</u>
<i>December 31, 2011 Fund Balance</i>	\$2,248,561
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$322,112)
SUBTRACT: 2012 Reservations	(\$379,525)
<i>December 31, 2011 Available Fund Balance</i>	<u>\$1,546,924</u>
<i>December 31, 2012 Fund Balance</i>	\$2,363,718
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$326,200)
SUBTRACT: Long Term Advance to Other Funds	(\$386,098)
SUBTRACT: 2013 Reservations	(\$233,813)
<i>December 31, 2012 Available Fund Balance</i>	<u>\$1,417,607</u>
<i>December 31, 2013 Fund Balance</i>	\$2,426,542
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$167,068)
SUBTRACT: 2014 Reservations	(\$277,065)
<i>December 31, 2013 Available Fund Balance</i>	<u>\$1,982,409 *</u>
<i>December 31, 2014 Fund Balance</i>	\$2,801,805
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$311,284)
SUBTRACT: Long Term Advance to Other Funds	(\$509,850)
SUBTRACT: 2015 Reservations	(\$329,687)
<i>December 31, 2014 Available Fund Balance</i>	<u>\$1,650,984</u>
<i>December 31, 2015 Fund Balance</i>	\$2,739,223
SUBTRACT: Inventory - Unspendable (New Requirement Per GASB 54)	(\$172,774)
SUBTRACT: Long Term Advance to Other Funds	(\$1,122,249)
SUBTRACT: 2016 Reservations	(\$172,328)
<i>December 31, 2015 Unassigned/Available Fund Balance</i>	<u>\$1,271,872</u>

2016 Fund Balance

January 1, 2016 Fund Balance	\$2,739,223
Change in Fund Balance Due to 2016 Operations	TBD
<i>Estimated Balance as of December 31, 2016**</i>	<u>\$2,739,223</u>

* Change in Calculation of General Fund, Fund Balance

**Fund Balance changes annually at year-end, as a result of current year operations.

NEWS RELEASE

WISCONSIN PARK & RECREATION ASSOCIATION CONFERENCE & TRADE SHOW

The Park Design Awards, Outstanding Young Professional of the Year and Outstanding Professional Award of the Year will be presented at the Annual Conference in Wisconsin Dells on Thursday, November 3rd at 3:30 pm. The presentation will be made in Room F at the Chula Vista Resort.

Wisconsin Park & Recreation Association Park Section Announces 2016 Park Design Award Winners

PARK DESIGN AWARDS of Merit (Under \$250,000)

West Bend Parks, Recreation and Forestry – Regner Fish Pond



Work on the Kiwanis Early Risers Fish Pond in Regner Park began last winter when the Parks staff drained and removed thousands of yards of sludge. Prior to refilling, the Kiwanis Early Risers built “fish cribs” that were installed on the bottom of the pond. In Spring, after refilling, the DNR stocked the pond with several species of fish specifically suitable to the ponds environment. Shoreline renovation work continued throughout the summer and in late October more than 550 bass, perch, crappies, plus 150 pounds of fathead minnows were stocked in the pond. November brought the preliminary installation of the new fishing pier.

PARK DESIGN AWARDS of Merit (\$250,001-\$499,999)

City of Fitchburg – McKee Farms Splashpad



As the City of Fitchburg’s recognizable ‘central’ park, McKee Farms expanded its recreational offerings with the implementation of a 4000 sf splashpad. The new addition fulfills a long standing goal of the city; to add an aquatic play attraction within the boundaries of this 59- acre park. A unique feature to this project involves a private organization heading fundraising and the initial design process.

PARK DESIGN AWARDS of Merit (\$500,000 – 999,999)

City of Menasha Parks and Recreation Department – **Gilbert Site Riverfront Trail**



The City of Menasha created a unique linear park and trail along the banks of the Fox River. The 1,500 ft trail starts just below the Menasha dam and runs along the shore which once was the site of the old Gilbert Paper Company mill. The trail features outstanding walking, biking and fishing opportunities as visitors have direct access to the river and nearby downtown Menasha. The mill was removed and this public space was created to attract redevelopment to the site.

WPRA Park Section Professional of the Year
Chad Dallman, Assistant Parks Director - City of Oshkosh



Chad developed a passion to serve the public prior to his college days by working for Public Works and Parks & Recreation Department for multiple seasons in his hometown of Fort Atkinson, WI. The desire to continue service after graduation from UW – La Crosse – Park, Recreation & Leisure Services Program in 1998, he landed his first professional position as the Park & Recreation Supervisor for the Village of Brown Deer where he served from 1999 – 2001. In order to advance his career he accepted a position as the Park and Recreation Maintenance Supervisor with the City of Marshfield where he served from 2001 – 2007. His professional skills and family lured him to serve his native area at Jefferson County Parks from 2007 – 2010 as the Parks Operations Supervisor. The goals from the profession has provided him an opportunity grow and enhance the City of Oshkosh, where he currently serves and the Assistant Parks Director.

With every experience along the journey of life there are many things a person can develop and hold. Chad has no regrets of the path he has taken in this profession and is grateful for all professional and personal friendships, partnerships, opportunities, knowledge and experiences gained from all aspects to help each community served and continues to serve. He takes great pride in efforts of people who strive to make our communities a better place to live, work and play.

In addition to professional service, Chad has been an active member of WPRA Park Section since 1999. He has served Park Section as Chair, Representative at Large (multiple times), Region 1 and 4 at various times throughout his career. Due to roles on the section board he as actively planned spring workshops, summer park tour, facility tours and annual conference sessions. In addition, he was recognized by his peers as the Park Section Young Park Professional in 2001.

Chad values his family, friends and the privilege we have in this profession to apply our skills, knowledge and abilities to make positive changes within our communities to enhance quality of life through services, programs, facilities and special events.

In closing, Chad is truly appreciative and humbled by this great honor to be recognized by his peers as the Park Section Professional of Year!

EDITOR'S NOTE

WPRA is a statewide, non-profit service organization dedicated to extending the social, health, cultural and economic benefits of parks and recreation through its network of recreation/park professionals and civic leaders. There are approximately 2,500 WPRA members who include state and local experts on recreation, urban planning, aquatics, at-risk-youth, therapeutic recreation services, and parkland development and services.

FOR MORE INFORMATION CONTACT:

Matt Amundson, CPRP

Park Design Award Coordinator

Parks & Recreation Director

City of Whitewater

262-473-0122

mamundson@whitewater-wi.gov

Docket 5-BS-217

WISCONSIN ENVIRONMENTAL POLICY ACT. This is a Type III action under Wis. Admin. Code § PSC 4.10(3). The Commission will review the potential environmental effects of the project. Type III actions normally do not require the preparation of an environmental impact statement under Wis. Stat. § 1.11 or an environmental assessment.

ASSESSMENT. The Commission considers it necessary, in order to carry out its duties, to investigate all books, accounts, practices, and activities of the applicants. The expenses incurred or to be incurred by the Commission that are reasonably attributable to such an investigation will be assessed against and collected from the applicants in accordance with the provisions of Wis. Stat. § 196.85 and Wis. Admin. Code ch. PSC 5.

AMERICANS WITH DISABILITIES ACT. The Commission does not discriminate on the basis of disability in the provision of programs, services, or employment. Any person with a disability who needs accommodations to participate in this docket or who needs to obtain this document in a different format should contact the docket coordinator listed below. Any hearing location is accessible to people in wheelchairs. The Public Service Commission Building is accessible to people in wheelchairs through the Whitney Way first floor (lobby) entrance. Parking for people with disabilities is available on the south side of the building.

CONTACT. Please direct questions about this docket or requests for additional accommodations for the disabled to the Commission's docket coordinator, James Lepinski, at (608) 266-0478 or jim.lepinski@wisconsin.gov.

Dated at Madison, Wisconsin, this 20th day of October, 2016.

By the Commission:



Sandra J. Paske
Secretary to the Commission

SJP:JAL;jlt:DL: 01449364



November 3, 2016

Memorandum

To: Common Council, Mayor Merkes

From: Tim J. Montour – Engineering Supervisor

RE: Update on Unit 2016-02 and Third Street Bridge Replacement
(WisDOT Project Number 4992-01-71)

Work has been completed on the City Contract – Unit No. 2016-02. This week the contractor was completing a number of “punch list” items and picking up the work zone barricading throughout the project. Our contract required substantial completion of the project work by October 28, 2016.

The Third Street Bridge was completed and opened to two-way traffic on Friday, October 28, 2016; one day ahead of the contract completion date. The City participated in a walk-through final inspection on the project site on Wednesday, November 2, 2016. There were a number of minor “punch list” items that were noted and the contractor anticipates taking care of these items on Monday, November 7, 2016.

Please contact our office with any questions related to City Contract Unit No. 2016-02 and/or the Third Street Bridge.

STATE OF WISCONSIN

CIRCUIT COURT

WINNEBAGO COUNTY

CITY OF MENASHA, WISCONSIN
140 Main Street
Menasha, WI 54952-3151,

Plaintiff,

v.

VILLAGE OF FOX CROSSING, WISCONSIN
2000 Municipal Drive
Neenah, WI 54956,

TOWN OF MENASHA
2000 Municipal Drive
Neenah, WI 54956,

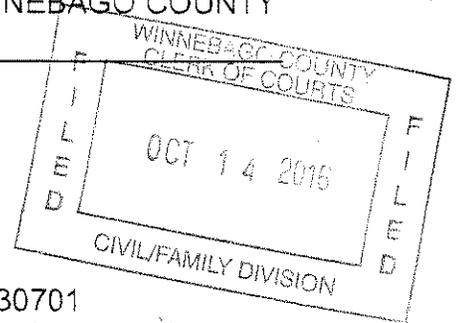
Defendants.

Case No.:

Case Code: 30701

16CV 983 BR3

COMPLAINT



The above-named plaintiff, City of Menasha, by its City Attorney, Pamela A. Captain, hereby asserts a Complaint, pursuant to Wis. Stat. § 66.0301(6) and 806.04 challenging the validity of an intergovernmental agreement between the Town of Menasha and the Village of Fox Crossing. The City of Menasha alleges as follows:

PARTIES

1. Plaintiff City of Menasha ("City" or "City of Menasha") is a Wisconsin municipal corporation with its principal offices at 140 Main Street, Menasha, Wisconsin.

2. Defendant, Village of Fox Crossing, is a Wisconsin municipal corporation with its principal offices at 2000 Municipal Drive in the Village of Fox Crossing, Winnebago County, Wisconsin.

3. Defendant, Town of Menasha, is a Wisconsin town with its principal offices at 2000 Municipal Drive in the Village of Fox Crossing, Winnebago County, Wisconsin.

JURISDICTION AND VENUE

4. Winnebago County Circuit Court has jurisdiction over the subject matter of this proceeding and is a proper venue for this action.

GENERAL ALLEGATIONS

5. The City of Menasha and Town of Menasha are parties to an Intermunicipal Agreement dated April 13, 1998, a copy of which is incorporated herein and attached hereto as Exhibit A.

6. The Intermunicipal Agreement establishes boundaries and facilitates orderly development for the City of Menasha and Town of Menasha, and sets restrictions with respect to such things as annexation and incorporation.

7. The Intermunicipal Agreement at paragraph 2 provides, in pertinent part, "A boundary line shall be fixed east of Little Lake Butte des Morts at STH 441. This boundary line is the result of significant negotiation..."

8. On or about April 20, 2016, a portion of the lands that were formerly located in the Town of Menasha were incorporated into the Village of Fox Crossing. The territory of incorporation was outside the boundary line fixed by the Intermunicipal Agreement between the City of Menasha and Town of Menasha.

9. On August 17, 2016, the Town of Menasha entered into a second intergovernmental agreement. Provisions of that agreement affect some of the same boundaries affected by the April 13, 1998 Intermunicipal Agreement, but with a different municipality, the Village of Fox Crossing. A copy of the second intergovernmental agreement is incorporated herein and attached hereto as Exhibit B.

10. On September 16, 2016, a Petition for Annexation of a parcel in the Town of Menasha was filed with the City of Menasha, a copy of which is incorporated herein and attached as Exhibit C.

11. On information and belief, on September 22, 2016, the Village of Fox Crossing adopted ordinance #160922-1: **Amend Village of Fox Crossing Municipal Code Chapter 1 Composition and Duties of General Government by Adding Chapter 1.13 Ordinance to Accomplish Boundary Line Change Referenced in Intergovernmental Cooperation Agreement Entered into on August 17, 2016.**

12. Territory that the Town and Village included in their August 17, 2016 intergovernmental agreement lies within the area set forth in the Town and City of Menasha April 13, 1998 Intermunicipal Agreement.

13. The September 16, 2016 annexation petition affects territory that lies within the City of Menasha growth area set forth in the Town and City of Menasha April 13, 1998 Intermunicipal Agreement.

14. The City of Menasha has spent hundreds of thousands of dollars on backbone water and sewer infrastructure, design of subdivisions, construction of park and recreation facilities, roads, and electric utility in reliance on the Intermunicipal Agreement and the designated boundaries.

15. As a result of the August 17, 2016 intergovernmental agreement, the City of Menasha is unable to fully utilize its growth area as the same area cannot become City of Menasha territory.

16. The City of Menasha owns property affected by and described within the August 17, 2016 intergovernmental agreement between the Town of Menasha and the Village of Fox Crossing.

17. The City of Menasha owns property affected by and described within the ordinance adopted by the Village of Fox Crossing changing boundaries.

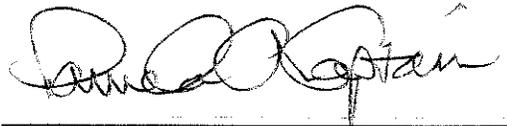
18. The August 17, 2016 intergovernmental agreement between the Town of Menasha and the Village of Fox Crossing leaves an unviable remainder of the Town of Menasha.

19. The August 17, 2016 intergovernmental agreement between the Town of Menasha and the Village of Fox Crossing effectively dissolves the Town.

CLAIMS FOR RELIEF

1. Plaintiff City of Menasha herein incorporates paragraphs 1 through 20.
2. Plaintiff City of Menasha requests a declaratory judgment declaring invalid and ultra vires the August 17, 2016 intergovernmental agreement between the Town of Menasha and the Village of Fox Crossing.
3. Plaintiff City of Menasha requests judgment pursuant to Wis. Stats. §66.0301(6) that the August 17, 2016 intergovernmental agreement between the Town of Menasha and the Village of Fox Crossing is invalid and ultra vires.
4. Alternatively, Plaintiff City of Menasha requests judgment that the August 17, 2016 intergovernmental agreement between the Town of Menasha and the Village of Fox Crossing is ineffective until after the expiration of the April 13, 1998 Intermunicipal Agreement between the Town of Menasha and the City of Menasha.
5. Plaintiff City of Menasha prays for judgment against the Defendants along with such other and further relief as the Court deems just and equitable.

Signed this 30th day of September, 2016.



Pamela A. Captain
City Attorney for the City of Menasha
SBN: 1023192

140 Main Street
Menasha, Wisconsin 54952
(920) 967-3608 (920) 967-5273 fax
pcaptain@ci.menasha.wi.us

Exhibit A

INTERMUNICIPAL AGREEMENT BETWEEN THE CITY OF MENASHA AND TOWN OF MENASHA

1. Preamble

The Town of Menasha (Town) and the City of Menasha (City), pursuant to sec. 66.30 and 66.027 Wis. Stats., desire to enter into an Intermunicipal Agreement in order to:

- A. Establish fixed boundaries;
- B. Facilitate orderly development of the Town and the City;
- C. Eliminate current and minimize future litigation;
- D. Provide for cost effective governmental services to citizens of the Town and City;
- E. Establish a Town Utility District (District) ;
- F. Promote harmony between the municipalities.

2. Boundaries

A boundary line shall be fixed east of Little Lake Buttes des Morts at STH 441. This boundary line is the result of significant negotiation. The City shall not annex any territory from the Town that is situated north or west of STH 441 without the consent of the Town Board. The City may annex without Town objection any property south and east of STH 441 subject to the conditions as described in paragraph #4 of this Agreement. A map will be prepared as Exhibit A and incorporated into this Agreement. Unless otherwise agreed to by the parties, it is intended that the boundary shall be the north right-of-way line of STH 441. The City shall not annex any Town property north or west of Little Lake Buttes des Morts

3. Current Bonkoski Annexation

- a. The Town shall withdraw all challenges to the pending annexation known as the Bonkoski Annexation.
- b. The Town shall dismiss its challenge in *Town of Menasha v. City of Menasha*, case no. 98 CV 206 with prejudice and without costs.
- c. The Town shall concede to judgment in favor of the City invalidating a referendum held on January 27, 1998 in *City of Menasha v. Town of Menasha*, case no. 98 CV 235 without costs.
- d. The City shall detach property owned by the Town or Town of Menasha Sanitary District #4 from the Bonkoski annexation within 120 days from the date of the signing of this Agreement.
- e. The City has paid to the Town under protest taxes for the property in the Town purchased by the City from Kenneth Bonkoski in 1997 for tax years 1996 and 1997. The

parties agree that there is a substantial and material dispute as to whether there were additional taxes owed for the year 1996 and as to whether the amount assessed for 1997 is accurate. Recognizing that this dispute will not be determined on the merits, the parties agree to a refund from the Town to the City in the amount of \$14,725.80.

f. The parties agree that the annexation ordinance O - 36 - 97 does not include any portion of the property owned by Warren Boyson at the southeast corner of Midway Road and Appleton Road.

4. Annexations South and East of the Boundary Line

a. No Town residents/electors shall have their property south and east of the boundary line included in any annexation petition accepted by the City without the residents'/electors' consent. Additionally, no annexation may occur unless a simultaneous detachment of property occurs whose approximate value is equal to the value of the annexed area. For purposes of this provision, "approximate value" shall be defined as a value within 20% of the equalized assessed value of the other property. Once all residential property north and west of the boundary line has been detached, this provision shall become null and void. The Town Board and the Common Council may waive this provision with mutual consent for any specific annexation or detachment.

b. No improved property south and east of the boundary line may be included in any annexation unless property north and west of the boundary line is simultaneously detached whose approximate value is equal to the value of the annexed area. For purposes of this provision, "approximate value" shall be defined as a value within 20% of the equalized assessed value of the other property. Once all improved property north and west of the boundary line has been detached, this provision shall become null and void. The Town Board and the Common Council may waive this provision with mutual consent for any specific annexation or detachment. The Town and City agree to cooperate with one another to accomplish the terms of this agreement. Once all commercial property north and west of the boundary line have been detached, this provision shall become null and void. The Town Board and Common Council may waive this provision for any specific annexation or detachment.

c. To facilitate annexations south and east and detachments north and west of the boundary line, the Town agrees that the City may use the provisions of sec. 66.021 (2) (a). The Town agrees to sign a petition for annexation including land owned by the Town, the District, or Town of Menasha Sanitary District #4 when necessary to facilitate the annexation/detachment provisions of this agreement.

d. The City may annex consistent with existing state law any unimproved property south and east of the boundary line.

e. It is understood that annexations as a result of this agreement may result in "Town islands" or "City islands". The parties agree that these resultant islands may exist without

challenge since their existence is a necessary part of the agreement so as to facilitate a permanent boundary line between the parties.

f. Neither the Town, the Utility District, nor Sanitary District #4 will judicially oppose nor financially support any judicial opposition to any annexation made in accordance with the terms of this agreement. The City agrees that it will meet with the Town prior to the filing of any annexation petition to discuss matters of mutual concern. If the Town, the Utility District, or Sanitary District #4 is impleaded in any annexation lawsuit by a party other than the City, the Town, Utility District or Sanitary District #4 will immediately stipulate that it does not contest the annexation.

5. Detachments North and West of the Boundary Line

a. No City residents/electors shall have their property north and west of the boundary line included in any detachment petition accepted by the Town without the residents'/electors' consent. Additionally, no annexation may occur unless a simultaneous detachment of property occurs whose approximate value is equal to the value of the annexed area. For purposes of this provision, "approximate value" shall be defined as a value within 20% of the equalized assessed value of the other property. Once all residential property north and west of the boundary line has been detached, this provision shall become null and void. The Town Board and the Common Council may waive this provision with mutual consent for any specific annexation or detachment.

b. No improved property north and west of the boundary line will be included in any detachment unless property south and east of the boundary line is simultaneously annexed. For purposes of this provision, "approximate value" shall be defined as a value within 20% of the equalized assessed value of the other property. Once all improved property north and west of the boundary line has been detached, this provision shall become null and void. The Town Board and the Common Council may waive this provision with mutual consent for any specific annexation or detachment. The Town and City agree to cooperate with one another to accomplish the terms of this agreement. Once all commercial property north and west of the boundary line have been detached, this provision shall become null and void. The Town Board and Common Council may waive this provision for any specific annexation or detachment.

c. It is understood that annexations as a result of this agreement may result in "Town islands" or City islands". The parties agree that these resultant islands may exist without challenge since their existence is a necessary part of the agreement so as to facilitate a permanent boundary line between the parties.

d. The City will not oppose nor financially support any judicial opposition to any detachment made in accordance with the terms of this agreement. The Town agrees that it will meet with the City prior to or shortly after the filing of any detachment petition to discuss matters of mutual concern. If the City is impleaded in any annexation

lawsuit by a party other than the Town, Utility District or Sanitary District #4, the City will immediately stipulate that it does not oppose the detachment.

e. The area of the City of Menasha which is located north of STH 441 and east of Appleton Road, commonly referred to as the "Alcan" area is excluded from the terms of this agreement by virtue of previous intermunicipal agreement between the City of Menasha and the City of Appleton. Should the Town strike an agreement with the City of Appleton as to this area, the City of Menasha agrees to honor any such agreement.

6. Pool Passes

Town residents have been historically able to purchase season pool passes for use at the City's municipal pool. This service was discontinued in 1998. Beginning with this agreement, Town residents will be able to purchase pool passes for use at the City's municipal pool. The cost for Town residents will be the same as for City residents except that the City may require up to a 10% surcharge.

7. Further Agreements

The Town and the City will enter into any further agreements necessary to fulfill the intent of this agreement as well as to provide service to any Town or City "islands" which may be created. The Town and the City acknowledge that in order to facilitate this agreement, it may be necessary to obtain the consent, cooperation, or approval of other governmental and quasi-governmental agencies. In all these matters, the City and the Town agree that they will cooperate to obtain consent, cooperation or approval of these other entities. To such extent practicable, the parties will submit joint requests or other documentation to obtain such approvals.

8. Town Utility District

The City and the Town agree to the dissolution of Sanitary District #4 and the creation of a Town Utility District. The separate agreement creating the Town Utility district is attached as Exhibit B and is part of this agreement. The legal description comprising that territory to constitute the Town Utility District is marked as Exhibit C and is part of this agreement. The Town agrees that if it forms a Town Utility District that no tax levy will be imposed on any City residents within the Town Utility District for any purposes other than are authorized by sec. 60.77 Wis. Stats. for a Town Sanitary District.

9. Sanitary Sewer and Water Service

The Town agrees that either the Town Utility district or Sanitary District #4 will provide sanitary sewer and water service to any City property lying within the service area of the Town Utility district or Sanitary District #4 upon request. No charges will be made for any service so requested that are different from any charges which would be levied if the property were not within the City.

10. Amendments

This agreement may be amended from time to time by mutual agreement. No amendments will be valid until such time as the amendments are authorized by the governing bodies of the City of Menasha and the Town of Menasha and executed in writing. The Town and the City agree that each will entertain any requests for amendments by the other and make a decision as to the amendment within 90 days of the receipt of the notice of the request for the amendment.

11. Notices

All notices required by this agreement must be served personally, or by certified mail upon the respective municipal clerks. All petitions for annexation or detachment shall be forwarded from the party receiving it to the other party as soon as possible.

12. Miscellaneous

a. It is contemplated that the municipalities will rely on sec. 66.30 and 66.028 Wis. Stats., as statutory authority for this Boundary Agreement. The agreement shall be binding upon future Town Boards and City Councils and shall remain in effect until November 2, 2018. This Agreement may be extended by the approval of the City Common Council and the Town Board at any time. It is the intent of the parties that no statutory amendments, changes in the forms of government of the Town or the City nor changes in the elected officials shall affect the enforceability of the agreement.

b. This Agreement is intended to be solely between Town and City and nothing in this Agreement accords any third party any legal or equitable right whatsoever which may be enforced by any non-party to this Agreement.

c. If any portion of this Agreement is deemed to be invalid or unconstitutional, it shall not invalidate the balance of the Agreement not affected by that determination.

d. The Agreement imposes a duty of good faith and fair dealing on all parties.

e. This Agreement is the complete agreement of the parties with respect to the matters covered by this Agreement. No agreements, promises, nor representations made by either party during the negotiations for or approval of this agreement shall be binding or effective unless included, except that the negotiating parties, i.e. Mayor Joseph Laux and City Attorney Jeffrey Brandt for the City and Town Chairman Arden Tews, Town Administrator Bogdan Vitas, Town Attorney John Claypool, and Town Planner George Dearborn agree that each of them will recommend this agreement to the City Council and Town Board for approval. The parties shall jointly pursue the option of having this agreement ratified pursuant to the procedures set forth in sec. 66.023 Wis. Stats.

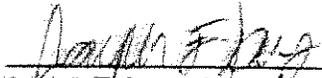
f. This Agreement may be entered into evidence by either party without objection in any action to enforce the terms of this Agreement.

g. The failure of any party to require strict compliance with any provision of this Agreement shall not constitute a waiver of the provisions of the Agreement nor any of the parties' rights under this Agreement. Rights and obligations under this Agreement may only be waived or modified in writing signed by the party waiving that right or obligation. Waiver or modification of one term will not constitute a waiver of any other term.

h. This Agreement shall be liberally construed to accomplish its intent. The parties agree that each has been involved in the drafting of this Agreement so that no ambiguity shall be held against either party simply as drafter.

Dated this 13 day of April, 1998.

CITY OF MENASHA:


Joseph F. Laux, Mayor


Joan Smogoleski, City Clerk

Approved as to form:


Jeffrey E. Brandt
City Attorney

TOWN OF MENASHA:


Arden Tews, Chairman


Carlene Sprague, Town Clerk

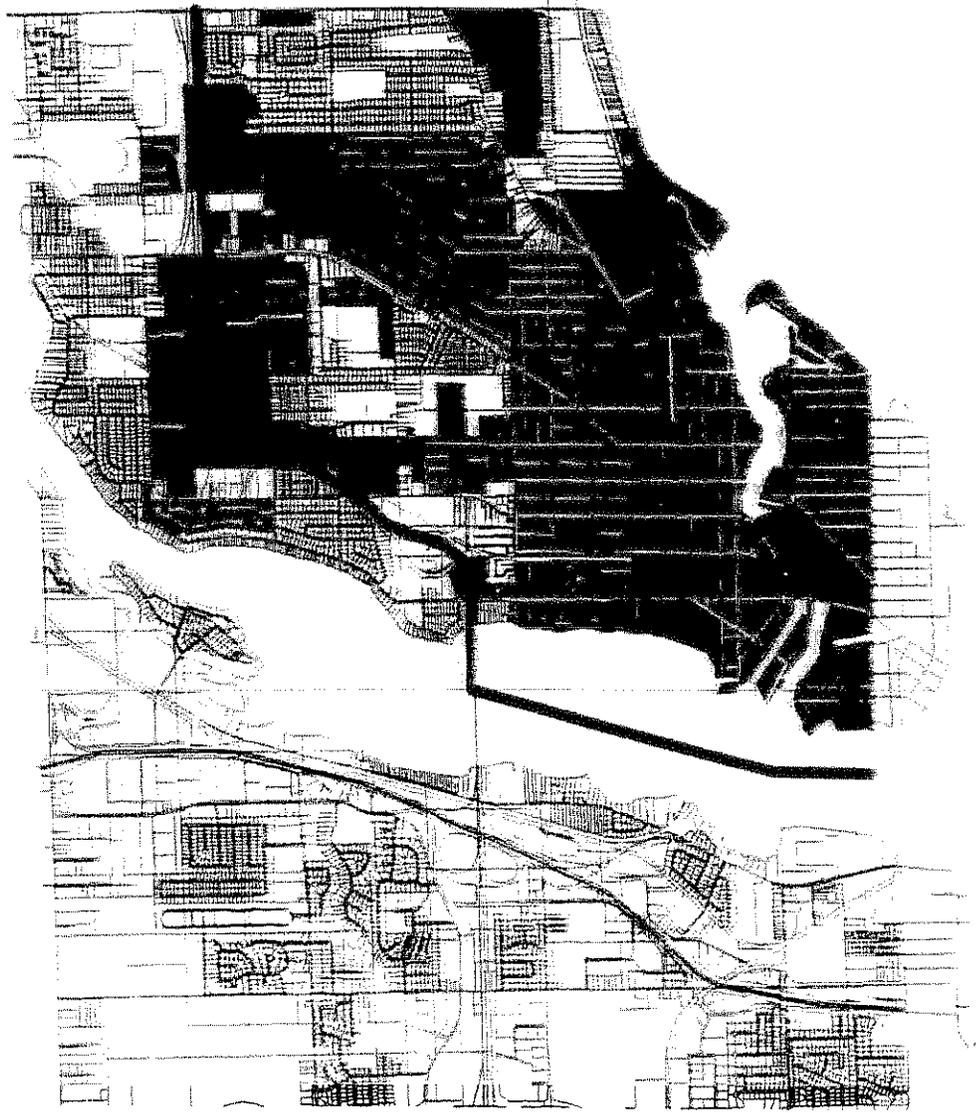

Eugenius Vitas, Town Administrator

Approved as to form:


John D. Claypool
Town Attorney

Town of Menasha & City of Menasha

Border Agreement Exhibit A



City of Menasha
Street
Parcel

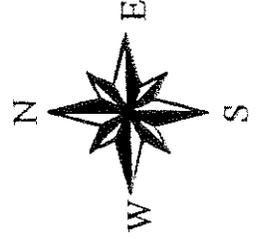


Exhibit B

INTERGOVERNMENTAL COOPERATION AGREEMENT BETWEEN VILLAGE OF FOX CROSSING AND TOWN OF MENASHA

The Parties to this Intergovernmental Cooperation Agreement (hereinafter "Agreement") are the Village of Fox Crossing (hereinafter the "Village") and the Town of Menasha (hereinafter the "Town").

RECITALS

WHEREAS, on or about April 20, 2016, the Secretary of Administration for the State of Wisconsin issued an incorporation certificate, recognizing the Village as an independent Wisconsin municipality consisting of lands that were formerly located in the Town of Menasha; and,

WHEREAS, the Town provided municipal services to the property owners and residents of the Town prior to the incorporation of said Village; and,

WHEREAS, following said incorporation, the Town and the Village entered into a "status quo" agreement, which was a temporary agreement, designed to ensure the seamless transition of former Town lands to the Village and the continuation of services throughout the Town and Village until a more formal agreement could be reached; and,

WHEREAS, this Agreement is designed to replace the "status quo" agreement; and,

WHEREAS, in order to continue the adequate provision of said services on a cost-effective basis, the Town and Village wish to enter into an agreement whereby the Town will continue to provide some municipal services for the benefit of the Town and the Village for a time; whereby the Village will provide municipal services for the benefit of the Town and Village, and the Town and Village will share the costs of said services; and,

WHEREAS, since incorporation, Town residents have overwhelmingly expressed their desire to reunite with the Village, and many Town residents have expressed their fear of being "left behind"; and,

WHEREAS, the Village and Town believe that the Town could exist in its present size in perpetuity; however, previous third-party annexations have substantially reduced the size of the Town, and the Town Board and Village Board recognize that future third-party annexations would eventually reduce the Town's land to a point where it cannot function independently; and,

WHEREAS, the Town and the Village wish to change the boundary line separating the Town and the Village, so that the major portion of the Town (identified herein) transfers jurisdiction to the Village, and that a small portion of the Town remains under the jurisdiction of the Town for a period of time; and,

WHEREAS, the Town is a signatory to a certain "Intermunicipal Agreement Between the City of Menasha and the Town of Menasha" dated April 13, 1999 (hereinafter the "City of Menasha Boundary Agreement") wherein the City of Menasha agreed not to annex portions of

the Town outside of a certain identified growth area and the Town agreed not to challenge any annexation by the City of Menasha of territory located within said identified growth area; and,

WHEREAS, the Town is a signatory to a certain "Agreement Town of Menasha City of Appleton" dated August 18, 1999 (hereinafter the "City of Appleton Boundary Agreement") wherein the City of Appleton agreed not to annex portions of the Town outside of a certain identified growth area and the Town agreed not to challenge any annexation by the City of Appleton of territory located within said identified growth area; and

WHEREAS, there remains unannexed territory located in the City of Appleton designated growth area and City of Menasha designated growth area, respectively; and,

WHEREAS, the jurisdictional transfer of land from the Town to the Village contemplated by this Agreement would not violate any provision of the City of Menasha Boundary Agreement or the City of Appleton Boundary Agreement because the Village is not a party to either agreement and because neither agreement requires the Town to preserve said designated growth areas or to protect said designated growth areas from other third-party municipalities' annexations or attachments; and,

WHEREAS, notwithstanding the forgoing, in an effort to peacefully coexist with the Town's and Village's municipal neighbors, Town officials contacted governmental officials employed or elected by the City of Appleton and the City of Menasha, respectively, to determine whether either city was interested in annexing any additional land within their respective growth areas prior to or contemporaneously with the jurisdictional transfers contemplated in the Agreement; and,

WHEREAS, the City of Appleton expressed interest in annexing territory of the Town within Appleton's designated growth area in an effort to straighten Appleton's boundaries, but, as of August 16, 2016, was not able to identify any specific territory that Appleton could commit to annex in the near future; and,

WHEREAS, notwithstanding any boundary change authorized by this Agreement, the Town Board and Village Board wish to continue discussions with the City of Appleton in an effort to straighten the Town's and/or the Village's common boundary with the City of Appleton at some point in the near future via means outside of this Agreement; and,

WHEREAS, the City of Menasha did not respond to the Town's invitation to discuss territory that the City of Menasha would commit to annex until the week leading up to this Agreement and, as of August 16, 2016, has still not identified any specific territory that it would commit to annex; and,

WHEREAS, an individual property owner by the name of Positive Ventures, LLC contacted Village officials and asked that said property not be included in the jurisdictional transfer from the Town to the Village so that he may have an opportunity to annex into the City of Menasha; accordingly the Town Board and Village Board wish to leave said territory as a Town remnant for a limited period of time to allow the City of Menasha time to annex said territory; accordingly said territory will not be a part of the jurisdictional transfer contemplated by this Agreement; and,

WHEREAS, no jurisdictional change will occur for at least 30 days after this Agreement is signed by the Town and the Village and a Town remnant will likely remain even after any jurisdictional change occurs, so it is imperative that this Agreement also address operational issues going forward, such as shared governance, apportionment of assets, revenues, costs, and liabilities, and the provision of services to residents and property owners of the Town and Village; and,

WHEREAS, Wisconsin statute §66.0235 requires the Town and Village to apportion assets and liabilities as a result of the recent incorporation of the Village and further apportionment will be required in accordance with the boundary adjustments detailed in this Agreement; and,

WHEREAS, the Town and Village wish to establish rules and procedures for said apportionment in the context of this Agreement; and,

WHEREAS, Wisconsin statute §66.0301 allows municipalities to cooperate and contract in a binding fashion for the receipt and furnishing of services, for the joint exercise of powers or duties required or authorized by law, for the apportionment of expenses involved, for the adjustment of boundary lines, and for the exercise of other duties and rights as stated in §66.0301; and,

WHEREAS, a joint public hearing was held on this proposed Agreement on Wednesday, August 17, 2016, and said public hearing was noticed in accordance with Wisconsin Statutes §66.0301(6)(c).

NOW THEREFORE, the Town and Village hereby enter into an Intergovernmental Cooperation Agreement pursuant to the authority granted to them by Wisconsin statutes §66.0301, and the following terms shall apply:

I. **Term of Agreement.** The Term of this Agreement shall be ten (10) years from the Effective Date unless the Town is dissolved for any reason sooner, in which case the Agreement shall terminate upon the satisfaction of the Parties' remaining obligations hereunder. The "Effective Date" shall be the later of 1) the first date that this Agreement is signed by an authorized representative of both Parties, or 2) if, for any reason, this Agreement does not or cannot become effective on the first date it is signed by an authorized representative of both Parties, it shall become effective on the first date thereafter that this Agreement may become effective under Wisconsin law. This Agreement shall replace the "status quo" agreement previously entered into by the Town and Village on the Effective Date.

II. **Agreement Procedure.** Prior to approving this Agreement by resolution, the Town and Village held a joint public hearing in accordance with Wisconsin statute §66.0301(6)(c), and the Town and Village provided notice of a pending agreement and public hearing by publishing a class 1 notice and by giving notice to each property owner identified in §66.0301(6)(c)(1) by certified mail at least 20 days before the public hearing, in accordance with Wisconsin statutes §66.0301(6)(c).

III. **Apportionments of Assets and Liabilities.** Unless stated herein, the apportionment of assets and liabilities between the Town and Village shall be determined pursuant to Wisconsin statutes §66.0235.

a. The Apportionment Board, consisting of representatives of the Town and Village, shall convene to begin discussions regarding apportionment of assets between the Town and Village, in accordance with §66.0235.

b. Notwithstanding the foregoing, because the boundary line between the Town and Village will change (by operation of this Agreement) before a proper apportionment of assets and liabilities could be completed by the Apportionment Board, the Apportionment Board shall wait until the new boundary line is established before completing the apportionment process. The post-boundary-line-change areas of the Town and Village, respectively, shall be used to determine the average assessed values of the Town area and Village areas for the preceding five years. After a boundary-change ordinance is adopted, filed, and recorded by the Town under §66.0301(6)(e), the Apportionment Board shall finalize the apportionment process in accordance with §66.0235.

c. Notwithstanding the foregoing, the Parties' obligation to apportion assets and liabilities shall terminate if and when the Town is dissolved, after which all assets and liabilities shall belong to the Village.

d. However, notwithstanding the foregoing subparagraph (b), if the boundary line change contemplated by this Agreement does not occur prior to December 31, 2016 for any reason, the Apportionment Board shall complete its apportionment of assets and liabilities on an interim basis and then reapportion assets and liabilities at such time that the boundary line change referenced in this Agreement takes effect.

IV. Provision of Municipal Services.

a. Public Works. All public works and related services that were previously provided by the Town for the benefit of the Town and/or Village, shall hereafter be provided by the Village for the benefit of the Town and Village. Said public works services shall include, but are not necessarily limited to, road maintenance, snowplowing, ditch and culvert work, wood chipping, signage, minor storm water management projects, mowing, park maintenance, equipment replacement, salting, and other daily and special maintenance.

b. Public Safety. The Village shall provide fire and rescue services to its own property owners and residents and to the Town's property owners and residents. The existing Town of Menasha Police Department is hereby designated and renamed the "Village of Fox Crossing Police Department." The Town of Menasha Fire Department is hereby designated and renamed the "Village of Fox Crossing Fire Department." Ownership of either Departments' assets will be determined by the apportionment procedure stated herein. The police department is hereby designated as a "joint department" pursuant to §61.65. The Village/Town/Department staff and administration is hereby directed to take any steps necessary to effectuate the transfers contemplated in this paragraph. This shall be a continuing duty, as the complete scope of activities necessary to effectuate the transfers contemplated herein are not included in this Agreement. Any current powers of the Town of Menasha Police and Fire Commission are hereby assigned to and assumed by the Village of Fox Crossing Police and Fire

Commission. Any powers currently held by the Town of Menasha Town Board concerning police and fire protection are hereby assigned to and assumed by the Village Board of Trustees. The Police and Fire Commission is addressed in greater detail below.

c. Refuse and Recycling Services. The Town is presently a party to a contract with a private contracted service providing refuse and recycling services to property owners and residents. Said contract shall continue in force and effect for the duration of its term. When said contracts expire, the Town and Village shall jointly negotiate a new contract with a third party of their choosing or may elect to provide refuse and recycling services by any other means.

d. Parks. The Village shall be responsible for the maintenance and upkeep of all public parks located in the Town and Village.

e. Administrative Employees and Staff. Beginning on the Effective Date, the Town and Village shall share all employees and administrative staff, including, but not limited to, an Administrator/Village Manager and Community Development Director. Said employees and administrative staff shall be employed by the Town but shall serve for the benefit of the Town and Village from the effective date of this Agreement until December 31, 2016. On January 1, 2017 (or sooner, if the Town is dissolved), said employees and administrative staff shall be terminated by the Town and become employed by the Village. Thereafter, said employees and administrative staff shall continue to serve both the Town and the Village. Although said employees and administrative staff shall be employees of the Village for payroll, record keeping, and other purposes, the Town will also proportionally contribute to the total cost of said employees and administrative staff according to the terms herein, and said employees and administrative staff shall serve at the pleasure of both the Village Board of Trustees and the Town Board. In the event that the Town Board and Village Board of Trustees cannot agree on the allocation of time that the Administrator and Community Development Director are spending on Town and Village business, respectively, said time shall be proportionally allocated in accordance with the assessed values of all Town real and personal property versus the assessed value of all Village real and personal property in the prior year. The Town and Village shall attempt to appoint a common clerk and treasurer when practical, and share the cost thereof in accordance with this paragraph. This paragraph is not intended to change or alter the "at-will" or other status of any current employee of the Town when employed by the Village.

f. Payment of Expenses Related to Shared Services and Services Provided by the Town or Village for the benefit of both. Unless otherwise agreed by the Parties, the Town and Village shall be jointly responsible for the cost of all shared services in the nature of public works, public safety, refuse and recycling, parks, administrative staff, and costs resulting from the provision of similar services, as referenced above. The Town and Village shall each pay the proportion of total expenses equal to their respective share of the total assessed value of all real and personal property located in the Town and Village.

g. Capital Expenditures. The cost of any new capital equipment or other asset necessary or useful for the provision of the municipal services contemplated herein, shall be apportioned between the Town and Village in a proportion equal to their

respective shares of the total assessed value of all real and personal property located in the Town and Village.

V. Changes to Boundary Line Between Town and Village.

a. As of August 17, 2016, the boundary line between the Town and Village is as indicated in **Exhibit A**.

b. On or as soon after the Effective Date as practical, the Village shall change the boundary line between the Town and Village so that all or any part of the territory designated as the "Town of Menasha Area Attachment to the Village of Fox Crossing" in **Exhibit B** and described in **Exhibit C** shall transfer from the Town to the Village.

c. If any lands designated as the "Town of Menasha Area Attachment to the Village of Fox Crossing" in **Exhibit B** and described in **Exhibit C** are not available to be transferred on the Effective Date because said lands have previously been annexed by a third-party municipality, said lands shall not be included in said initial transfer, but may be included in a subsequent transfer from the Town to the Village if and when said lands thereafter become available to be transferred.

d. In accordance with §66.0301(6), the Village Board may unilaterally adopt and file one or more ordinances to trigger the boundary line changes referenced herein. Said ordinance shall be filed and recorded immediately (or as soon thereafter as reasonably possible) in accordance with Wisconsin statute §66.0301(6), to put the public and applicable State and local agencies on notice of the boundary-line change between the Town and Village.

e. In accordance with Wisconsin statute §66.1105(4)(gm)(1), this Agreement constitutes a cooperative plan boundary agreement, and the Village will not be prohibited from exercising its TIF powers for a period of three years following the boundary line change.

f. For reasons described in the Recitals, the boundary change referenced herein will result in a remnant Town, which is addressed in Section VI, below.

VI. Town Remnant.

a. For reasons set forth in the Recitals, a Town remnant will remain after the boundary change reflected in Section V, above.

b. The Town and Village Boards agree to cease taking any action to annex or attach the Town remnant to the Village until November 1, 2016, so that the City of Menasha has an opportunity to annex the parcels owned by Positive Ventures, LLC.

c. If the City of Menasha has not annexed the Town remnant on or before November 1, 2016, the Village shall work with the property owner(s) in an effort to annex said Town remnant via other means (outside of this Agreement).

VII. Utility District Commission, Stormwater Utility Commission, Representatives to Grand Chute Menasha West Sewerage Commission, Representative to the Neenah-Menasha Sewerage Commission, Planning Commission, Park Commission, Police & Fire Commission, and Ad Hoc Committees.

Utility District Commission

Whereas, various sanitary districts that once served areas of the Town with water and sewer facilities were dissolved following the creation of the Town of Menasha Utility District (hereinafter the "Utility District") on or about September 13, 1999; and whereas water and sewer service is now provided to the Town and Village and other municipal customers outside of the Town and Village by the Utility District; and whereas, §66.0827(5) provides, in pertinent part, "If a town board establishes a utility district under this section, the town board may, if a town sanitary district is in existence for the town, dissolve the sanitary district. If a sanitary district is dissolved, all assets liabilities and functions of the sanitary district shall be taken over by the utility district....All functions performed by a sanitary district and assumed by a utility district under this subsection remain subject to regulation by the public service commission as if no transfer had occurred;" and whereas, the Public Service Commission has recommended that the Utility District eventually be dissolved and replaced by a new Village of Fox Crossing Water Utility; and whereas neither the Town nor the Village can dissolve the Utility District without the cooperation and agreement of the Utility District's other municipal customers and other contracting parties due to several water service agreements that are currently in place; and, whereas, the Utility District is a party to two separate contracts that allow it and/or a successor entity to send sewerage to the Neenah-Menasha Sewerage Commission plant and the Grand Chute-Menasha West plants, respectively; and whereas, said contracts, as amended, permit the Utility District and/or its successor to appoint Commissioners to said Commissions; and whereas, a Town remnant will continue to exist for a period of time after the jurisdictional transfer contemplated in this Agreement:

Now Therefore, the Town and Village hereby agree to the forgoing:

- a. Ownership and control of the Utility District (and all related assets and liabilities) is hereby transferred from the Town to the Village but the Utility District shall continue to exist in every practical sense and the Utility District shall continue to be bound and adhere to every contract or agreement that it is currently a party to until an agreement with all affected municipalities and other entities is reached to the contrary.
- b. Town and Village officials should immediately cooperate to provide a map of the Utility District's water service area that includes the Village's new boundaries to the Public Service Commission and shall otherwise adhere to any requirement and reasonable request by the PSC.
- c. If and when the Town ceases to exist through a future annexation or jurisdictional change, the Utility District shall continue to exist as an independent entity owned by the Village until such time that the Utility

District is dissolved and replaced by a new Village of Fox Crossing Water Utility by agreement of all necessary parties.

Stormwater Utility Commission

Ownership and control of the Town of Menasha Stormwater Utility is hereby transferred from the Town to the Village. Any assets and liabilities that belong to or are designated to the Town of Menasha Stormwater Utility as an entity continue to belong to the entity. Any assets and liabilities that belong to the Town but that flow directly from the operations of the Town of Menasha Stormwater Utility are hereby transferred from the Town to the Village. The Village Board shall hereafter serve as the Stormwater Utility Commission and the Village's Director of Community Development is hereby authorized to administer and enforce all rules and ordinances concerning the Town of Menasha Stormwater Utility. Chapter 35 of the Town of Menasha Code of Ordinances is hereby expressly incorporated by reference into the Village's ordinances, except for any changes made necessary by this paragraph. The Town and the Village shall cooperate to take all steps necessary to document, apply for, and approve this change with any regulatory body, lending institution, and other appropriate entity.

Representatives to Grand Chute Menasha West Sewerage Commission

The Village and the Town agree that the representatives to the Grand Chute Menasha West Sewerage Commission shall consist of two (2) members of the Utility District Commission and the Village President; if and when said Utility District Commission is dissolved, two representatives shall be appointed by the governing body of a new Village of Fox Crossing Water Utility and a third member shall be the Village President.

Representatives to the Neenah-Menasha Sewerage Commission

The Village and Town agree that the current representative Commissioner to the Neenah-Menasha Sewerage Commission shall continue in this role following the effective Date of this Agreement. The Utility District Commission President shall appoint a successor upon the resignation, removal, or termination of the current term, to be approved by the remaining members of the Utility District Commission, and subject to the rules of the Neenah-Menasha Sewerage Commission.

Police & Fire Commission

a. The Village of Fox Crossing Police & Fire Commission is hereby created. Said Commission shall consist of four Commissioners and a Chairperson to be appointed by the Village President and confirmed by the Village Board and Town Board (while the Town Board remains in existence). The initial Commissioners and Chairperson shall be the current Commissioners and Chairperson of the Town of Menasha Police and Fire Commission, who shall serve out their current terms. No Village Board member or Town Board member may serve on the Police & Fire Commission.

b. All other existing rules of the Town of Menasha Police and Fire Commission are hereby adopted as the rules of the Village of Fox Crossing Police and Fire Commission.

Parks Commission

A Board of Park Commissioners to be known as the "Village of Fox Crossing Park Commission" is hereby created by the Village. The Village of Fox Crossing Park Commission shall initially consist of all current members of the Town of Menasha Park Commission. The Town of Menasha Park Commission is hereby dissolved. The Village of Fox Crossing Park Commission shall have the powers designated in §27.08 with respect to all public parks, except that "common council" shall mean "Village Board." "Public parks" shall refer to all publicly owned and publicly open parklands within the Village and Town and the Community Center; sidewalks of the Village and the Town greater than 8' in width consisting of asphalt, concrete, stone aggregate, and/or natural material located along road right-of-ways within the Village or Town; transportation easements within the Village or Town; and designated environmental corridors located within the Village or Town.

Plan Commission

The current Plan Commissioners for the Town shall serve their remaining terms and the Town Plan Commissioners are hereby also designated as the Plan Commission for the Village. When the Town and Village Plan Commissioners' current terms expire, subsequent appointments shall be made in accordance with applicable ordinances and statutes.

Ad Hoc Committees

The Town Board Chairman and Village President, by agreement, may establish additional ad hoc committees as used for or necessary to accomplish the subject matter contained in this Agreement.

VIII. Modification. This Agreement may be modified by the mutual agreement of the Town and Village.

IX. Construction of Agreement. Any court of competent jurisdiction that is interpreting and reviewing this Agreement, shall review it in the context that most favors enforceability. All provisions of this Agreement are severable. If any provision of this Agreement is found to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions shall survive. However, if the boundary change contemplated herein is held invalid by a court of competent jurisdiction, either party may provide notice to the other party of its intent to cancel the balance of this Agreement; 30 days after the provision of said notice, this Agreement shall be canceled and the parties shall revert to the Status Quo Agreement (that preceded this Agreement) until a new agreement can be negotiated by the parties.

X. Opt-Out Provision. If the Boundary change referenced in Section V of this Agreement does not occur prior to December 31, 2016, either party may cancel this Agreement upon 30 days' notice to the other party. In the event of any such cancellation, the Parties shall

revert to the temporary "status quo agreement" that was in effect prior to the Effective Date of this Agreement.

The below-signed authorized individuals certify that this Intergovernmental Cooperation Agreement has been duly approved by a "resolution" of their respective governing bodies in accordance with state and local laws, rules and regulations, and that each has caused their duly authorized officers to execute this Agreement on the dates written before their respective signatures.

Dated: 8/17/2016

VILLAGE OF FOX CROSSING,
a Wisconsin municipal corporation

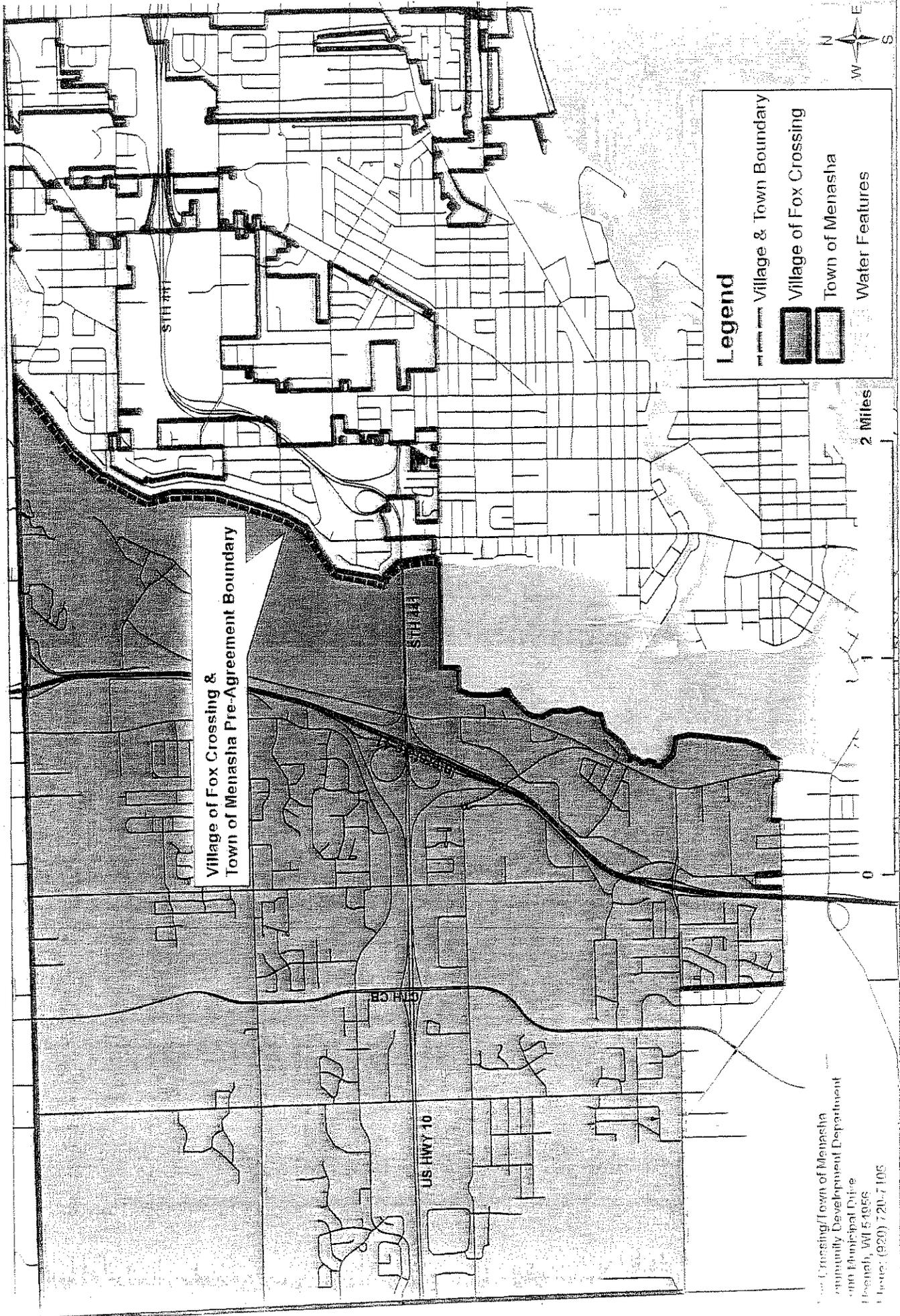
By: 
Dale A. Youngquist, Village President

Dated: 8/17/2016

TOWN OF MENASHA,
a Wisconsin Town

By: 
Barbara J. Hanson, Town Chairman

Exhibit A



Village of Fox Crossing/Town of Menasha
Community Development Department
and Municipal Office
Menasha, WI 54956
Phone: (920) 720-7105

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, October 17, 2016
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Krautkramer, Keehan, Zelinski, Spencer, Benner.

EXCUSED: Aldermen Collier, Taylor.

ALSO PRESENT: Mayor Merkes, CA Captain, Lt. Bonneville, FC Kloehn, CDD Buck, ASD Steeno, PRD Tungate, PHD McKenney, MUGM Krause, Clerk Galeazzi.

D. PUBLIC HEARING

1. Special Use Permit by St. Patrick's Congregation for a parking lot expansion at 320 Nicolet Boulevard, Menasha

CDD Buck explained the request from St. Patrick's Congregation for a Special Use Permit to expand the parking lot. A Special Use Permit is required by City Code since the property is located in R-1 District.

No one spoke. Mayor Merkes closed the public hearing.

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY

(five (5) minute time limit for each person)

Jeff Sturgell, Administrator for Village of Fox Crossing/Town of Menasha. Comments on annexation of property from Village/Town.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. [Neenah-Menasha Fire Rescue—Strategic Plan Presentation](#)

No presentation. Will be at a future meeting.

2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. [Administration Committee, 10/3/2016](#)
- b. [Board of Health, 9/14/2016](#)
- c. [Board of Public Works, 10/3/2016](#)
- d. [Committee on Aging, 9/15/2016](#)
- e. [Library Board, 9/28/2016](#)
- f. [Neenah-Menasha Sewerage Commission, 8/23/2016](#)
- g. [Park and Recreation Board, 10/11/2016](#)
- h. [Personnel Committee, 10/3/2016](#)
- i. [Plan Commission, 10/4/2016](#)
- j. [Water and Light Commission, 9/28/2016](#)

Communications:

- k. [Light Equipment Operator Position Memorandum](#)
- l. [Veterans' Day Program Invitation](#)
- m. [County LP 30% Plans](#)

- n. [Status of 867 Valley Road Project](#)
- o. [NMFR Promotions Memorandum](#)
- p. [Racine Street Entrance Monument and Landscaping](#)
- q. [Final Estimate of January 1, 2016 Population](#)
- r. [Status Update-Waterfront Trail Easement along Rear Yard of 95 Broad Street](#)

Moved by Ald. Benner seconded by Ald. Keehan to receive Minutes and Communications a-r.
Motion carried on voice vote.

G. CONSENT AGENDA

(Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Alderman and place immediately following action on the Consent Agenda. The procedures to follow for the Consent Agenda are: (a) removal of items from Consent Agenda; and (b) motion to approve the items from Consent Agenda.)

Minutes to approve:

1. [Common Council, 10/3/2016](#)

Administration Committee, 10/3/16, Recommends the Approval of:

2. [Joint Powers Agreement Winnebago County Emergency 911 System, 12/1/2016-11/30/ 2017.](#)
3. [2017 Health, Dental, and Vision Insurances](#)
 - a. [A two year agreement with Wisconsin Counties Association/Group Health Trust \(WCA/GHT\) to provide health insurance at the rates and terms listed in memo dated 9/29/16](#)
 - b. [A two year agreement from January 1, 2017 to December 31, 2018 with Delta Dental to provide plan administrative services for dental insurance and the dental insurance rates for 2017 are as listed in the memo dated 9/29/16](#)
 - c. [A four year agreement with Superior Vision to provide vision insurance at the rate listed in the memo dates 9/29/16](#)

Board of Public Works, 10/3/2016, Recommends the Approval of:

4. [Payment No. 2 – Vinton Construction, Inc.; Contract Unit 2016-01; Downtown Street, Walkway and Electrical Improvements; Mill Street, Main Street, Pedestrian Link from Broad Street Parking Ramp to Main Street; \\$83,978.31.](#)
5. [Payment No. 4 – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road \(8' Wide Asphalt Trail\), Menasha Utilities Office \(Parking Area Paving\), and Community Way; Contract Unit No. 2016-02; \\$102,126.99.](#)
6. [Recommendation to Award – Midway Underground Loop Project to J&R Underground in the amount of \\$154,756.25. \(Menasha Utilities\).](#)

Park and Recreation Board, 10/11/2016, Recommends the Approval of:

7. [Increase the seasonal slip rental rate at the Marina from \\$38.50/feet to \\$38.75/feet in 2017.](#)

Ald. Benner requested to remove item 7 from Consent Agenda.

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda items 1-6.
Motion carried on roll call 6-0.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda item 7, Increase seasonal slip rental rate at the Marina from \$38.50/feet to \$38.75/feet in 2017.

PRD Tungate explained the Parks and Recreation Board suggested small annual increases in rental rates. Harbormaster Schabach has reported the boaters prefer small annual increases rather than large increase every few years.

Motion carried on roll call 6-0.

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 10/5/2016—10/13/2016 in the amount of \\$711,207.60](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll.
Motion carried on roll call 6-0.

2. [Beverage Operators License Applications for the 2015-2017 licensing period.](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve beverage operator's license applications as listed in memo dated 10/12/16.
Motion carried on roll call 6-0.

3. [Fox Valley Mutual Aid Agreement Amendment](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve Fox Valley Mutual Aid Agreement. Lt. Bonneville explained the changes to the agreement are references to Town of Menasha is now Village of Fox Crossing and the name of the Appleton Police Chief.
Motion carried on roll call 6-0.

4. [Lease Agreement between Menasha Joint School District and City of Menasha -100 Main Street, Menasha](#)

Moved by Ald. Nichols seconded by Ald. Keehan to approve entering into a Lease Agreement with Menasha Joint School District for 100 Main Street, Menasha with the basic lease terms as outlined in Summary of Basic Lease Information.
General discussion ensued on how future rent adjustments will be calculated, estimated costs of buildouts, cost to maintain current City Hall building, marketing of the current City Hall, and benefits of having school district and city staff downtown.
Motion carried on roll call 5-1. Ald. Zelinski voted no.

5. [Lease of 123 Water Street](#)

Dawn Gohlke, Executive Director of Best Friends of Neenah-Menasha, gave a presentation on their Learning Harbor program. Best Friends has submitted a proposal to lease the vacant Coast Guard station at 123 Water Street to open a multi-use complex. It would include kayak and canoe rental, paddleboard rental, and a future concession stand.
General discussion ensued on future development of the area, benefits to the citizens of Menasha and Best Friends programs.
Moved by Ald. Keehan seconded by Ald. Krautkramer to direct staff to work with Best Friends of Neenah-Menasha on a lease for 123 Water Street.
Motion carried on roll call 5-1. Ald. Nichols voted no.

6. [Special Use Permit Application and Site Plan Review—324 Nicolet Boulevard—St. Patrick's Congregation with the following conditions:](#)
 - a. [The lighting plan detailing fixtures and light levels be brought back to Plan Commission for review.](#)
 - b. [An amended landscape plan showing internal parking lot landscaping be submitted to and approved by staff.](#)

Move by Ald. Benner seconded by Ald. Nichols to approve Special Use Permit Application for 324 Nicolet Boulevard for St. Patrick's Congregation with the conditions listed.
Motion carried on roll call 6-0.

J. HELD OVER BUSINESS

None

K. ORDINANCES AND RESOLUTIONS

1. [O-16-16 An Ordinance Relating to the Annexation of Certain Property to the City of Menasha, Wisconsin \(R. Lewis & R. Lewis, LLC\) \(As Recommended by the Administration Committee and Plan Commission with the following findings: 1\)The application was submitted prior to the incorporation from Town of Menasha to Village of Fox Crossing; 2\) Is a legal expansion of the City's municipal boundary; and 3\) Allows for future development of the lot and area; Introduced by Mayor Merkes\)](#)

CDD Buck explained the unanimous annexation of the vacant parcel at 1462 Appleton Road from Town of Menasha/Village of Fox Crossing. The petition for annexation was submitted to the City on Sept 16, 2016 prior to the incorporation from Town of Menasha to Village of Fox Crossing. The owner of the property has development plans for the property.

Moved by Ald. Nichols seconded by Ald. Benner to approve O-16-16 An Ordinance Relating to the Annexation of Certain Property to the City of Menasha, Wisconsin (R. Lewis & R. Lewis, LLC) (As Recommended by the Administration Committee and Plan Commission with the following findings: 1)The application was submitted prior to the incorporation from Town of Menasha to Village of fox Crossing; 2) Is a legal expansion of the City's municipal boundary; and 3) Allows for future development of the lot and area; Introduced by Mayor Merkes)

Motion carried on roll call 6-0.

2. [R-28-16 A Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers Under Section 66.0703, Wisconsin Statutes \(Lake Cottage Estates\) \(As Recommended by Board of Public Works; Introduced by Ald. Krautkramer\)](#)

Moved by Ald. Krautkramer seconded by Ald. Keehan to approve R-28-16 A Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers Under Section 66.0703, Wisconsin Statutes (Lake Cottage Estates) (As Recommended by Board of Public Works; Introduced by Ald. Krautkramer)

Motion carried on roll call 6-0.

3. [R-29-16 Resolution Approving Application to Board of Commissioners of Public Lands to Borrow \\$10,800,000.00 from the State Trust Funds and Authorizing the Borrowing and the Issuance of Certificates of Indebtedness and Pledge the Revenues of the Electric Utility \(As Recommended by Water & Light Commission; Introduced by Mayor Merkes\)](#)

MUGM Krause explained the Menasha Utilities is looking to buy-out their lease agreement with WPPI. The Board of Commissioners of Public Lands has a revenue loan program at a very favorable interest rate.

Moved by Ald. Benner seconded by Ald. Keehan to approve R-29-16 Resolution Approving Application to Board of Commissioners of Public Lands to Borrow \$10,800,000.00 from the State Trust Funds and Authorizing the Borrowing and the Issuance of Certificates of Indebtedness and Pledge the Revenues of the Electric Utility (As Recommended by Water & Light Commission; Introduced by Mayor Merkes)

Motion carried on roll call 6-0.

L. APPOINTMENTS

1. Mayor's Reappointment of Tom Marshall to Parks and Recreation Board for the term of 10/1/16—10/1/19
2. Mayor's Reappointment of Rob DeLain to Parks and Recreation Board for the term of 10/1/16—10/1/19

Moved by Ald. Keehan seconded by Ald. Krautkramer to approve Mayor's reappointments of Tom Marshall and Rob DeLain to Parks and Recreation Board for the term of 10/1/16-10/1/19.

Motion carried on voice vote.

M. CLAIMS AGAINST THE CITY
None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)
No one spoke.

O. ADJOURNMENT
Moved by Ald. Benner seconded by Ald. Keehan to adjourn at 7:19 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

Certificate of Payment

Date: October 13, 2016

Payment Request: 5 (Five)

Contractor: Northeast Asphalt, Inc.

Address: W6380 Design Drive, Greenville, WI 54952

Contract Unit No.: 2016-02

Project Description: New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer

Original Contract Amount \$ 893,042.04

Change Order No.: _____ Amount: \$ _____

Previous Change Order(s): \$ _____

Total Contract Amount (Including Change Orders) \$ 893,042.04

Total Earned to Date (Summary Attached) \$ 845,638.36

Less Retainage (2.5% of Original Contract) \$ 22,326.05

Amount Due \$ 823,312.31

Previous Payments \$ 715,086.39

Amount Due this Payment \$ 108,225.92

Estimate Period from September 29, 2016 to October 13, 2016

I certify that all bills for labor, equipment, materials and services are paid for which previous certificates for payment were issued.

Date: _____ By: _____

Lien Waivers from all subcontractors and suppliers shall accompany each Request for Payment. Affidavit of Compliance with Prevailing Wage Rates shall accompany Request for Final Payment.

Recommended for Payment

Corey Gordon, Public Works: _____ Date: _____

Don Merkes, Mayor: _____ Date: _____

Common Council Approval Date: _____

Finance Department

<u>Account Number</u>	<u>Budget</u>	<u>Charge to Account</u>
	\$	
	\$	
	\$	
	\$	

Itemized Bid Tabulation						
City of Menasha Contract Unit No. 2016-02						
New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving) and Storm Sewer						
Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving), Keil Way						
Unit 2016-02 Menasha Utilities Parking Lot				Payment # 5 (Five)		
Item	Quantity	DESCRIPTION	UNIT PRICE		YTD Total	
			UNIT PRICE	ITEM TOTAL	Quantity	Total
		BASE BID				
1	7,000	Asphalt Pavement Removal/SY	\$ 1.15	\$ 8,050.00	7000.00	\$ 8,050.00
2	7,589	Fine Grading and Compaction/SY	\$ 1.25	\$ 9,486.25	7589.00	\$ 9,486.25
3	1	Utility Adjustment/Each	\$ 300.00	\$ 300.00	2.00	\$ 600.00
4	14	Sawcut/LF	\$ 1.75	\$ 24.50	14.00	\$ 24.50
5	764	Asphalt Binder Course Pavement 1 1/3" Thick Type E-0.3 (19 mm)/Ton	\$ 52.00	\$ 39,728.00	747.32	\$ 38,860.64
6	764	Asphalt Surface Course Pavement 1 3/4" Thick Type E-0.3 (12.5 mm)/Ton	\$ 55.50	\$ 42,402.00	790.84	\$ 43,891.62
7	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	1.00	\$ 1,050.00
8	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 4,700.00	\$ 4,700.00	1.00	\$ 4,700.00
Total Unit 2016-02 Menasha Utilities Parking Lot				\$ 105,740.75		\$ 106,663.01
Unit 2016-02 Manitowoc Road / Plank Road Trail						
1	6	Remove and Replace Inlet/Each	\$ 2,500.00	\$ 15,000.00	6.00	\$ 15,000.00
2	2	Remove Inlet and Abandon Storm Inlet Lead/Each	\$ 345.00	\$ 690.00	2.00	\$ 690.00
3	1,235	Unclassified Excavation/CY	\$ 8.50	\$ 10,497.50	1235.00	\$ 10,497.50
4	1,000	Recycled/Pulverized Stone Placement (10" Thick)/CY	\$ 11.00	\$ 11,000.00	1000.00	\$ 11,000.00
5	3,604	Fine Grading and Compaction/SY	\$ 2.25	\$ 8,109.00	3604.00	\$ 8,109.00
6	2,189	30" Concrete Curb & Gutter/LF	\$ 10.20	\$ 22,327.80	2200.00	\$ 22,440.00
7	8	30" Concrete Curb and Gutter (Remove and Replace)/LF	\$ 40.00	\$ 320.00	18.00	\$ 720.00
8	2,174	30" Concrete Curb and Gutter (Removal)/LF	\$ 2.00	\$ 4,348.00	2200.00	\$ 4,400.00
9	15	Utility Adjustment/Each	\$ 290.00	\$ 4,350.00	17.00	\$ 4,930.00
10	2,235	Sawcut/LF	\$ 1.75	\$ 3,911.25	2362.00	\$ 4,133.50
11	412	3" Thick Asphalt Trail Type E-0.3 (12.5 mm) Placed in One Lift/Ton	\$ 53.40	\$ 22,000.80	0.00	\$ -
12	743	4" Thick Asphalt Pavement (Remove & Replace) Type E-1 Placed in Two Lifts/SY	\$ 18.95	\$ 14,079.85	918.00	\$ 17,396.10
13	80.00	Remove Existing Asphalt Trail and Driveway/SY	\$ 4.50	\$ 360.00	70.00	\$ 315.00
14	669	3" Thick Asphalt Driveway/Apron (Remove and Replace)/SY	\$ 17.85	\$ 11,941.65	0.00	\$ -
15	474	3" Thick Asphalt Apron/SF	\$ 3.75	\$ 1,777.50	0.00	\$ -
16	3	Handicap Ramp Curb Cut/Each	\$ 350.00	\$ 1,050.00	0.00	\$ -
17	531	6" Thick Concrete Handicap Ramp/SF	\$ 4.75	\$ 2,522.25	0.00	\$ -
18	87	4" Thick Concrete Sidewalk (Remove and Replace)/SF	\$ 6.00	\$ 522.00	0.00	\$ -
19	172	6" Thick Concrete Handicap Ramp (Remove and Replace)/SF	\$ 5.75	\$ 989.00	0.00	\$ -
20	2,546	Lawn and Terrace Restoration/SY				
21	1	Clearing and Grubbing/LS	\$ 4,500.00	\$ 4,500.00	1.00	\$ 4,500.00
22	1	Temporary Mailbox/LS	\$ 475.00	\$ 475.00	1.00	\$ 475.00
23	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	1.00	\$ 1,050.00
24	1	Traffic Control/LS	\$ 2,250.00	\$ 2,250.00	1.00	\$ 2,250.00
25	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 7,100.00	\$ 7,100.00	1.00	\$ 7,100.00
Total Unit 2016-02 Manitowoc Road / Plank Road Trail				\$ 151,171.60		\$ 115,006.10
Unit 2016-02 Street Rehabilitation, Street Reconstruction; New Street Construction						
1	400	Topsoil Stripping/CY	\$ 4.00	\$ 1,600.00	400.00	\$ 1,600.00
2	1	Remove and Replace Inlet/Each	\$ 1,800.00	\$ 1,800.00	1.00	\$ 1,800.00
3	2	New Inlet/Each	\$ 1,500.00	\$ 3,000.00	2.00	\$ 3,000.00
4	15	10" HDPE Inlet Lead/LF	\$ 55.00	\$ 825.00	29.50	\$ 1,622.50
5	190	15" SDR-35 PVC Storm Sewer Relay/LF	\$ 38.00	\$ 7,220.00	186.00	\$ 7,068.00
6	150	18" SDR-35 PVC Storm Sewer Relay/Each	\$ 45.00	\$ 6,750.00	151.00	\$ 6,795.00
7	43	18" HDPE Culvert/LF	\$ 45.00	\$ 1,935.00	44.00	\$ 1,980.00
8	2	Endwall for 18" HDPE Culvert Pipe/Each	\$ 150.00	\$ 300.00	2.00	\$ 300.00
9	20	6" SCH-40 PVC Sanitary Sewer Lateral/LF	\$ 58.00	\$ 1,160.00	130.00	\$ 7,540.00
10	45	4" Under Pavement Drain/LF	\$ 18.00	\$ 810.00	45.00	\$ 810.00
11	7.92	48" Diameter Storm Manhole/V.F.	\$ 210.00	\$ 1,663.20	0.00	\$ -
12	16,021	Pavement / Base Pulverizing/SY	\$ 0.50	\$ 8,010.50	16021.00	\$ 8,010.50
13	1,969.00	Unclassified Excavation of Pulverized Material/CY	\$ 8.50	\$ 16,736.50	2037.00	\$ 17,314.50
14	3,531	Unclassified Excavation/CY	\$ 8.60	\$ 30,366.60	3817.00	\$ 32,826.20
15	38	30" Concrete Curb and Gutter Removal Only/LF	\$ 2.50	\$ 95.00	30.00	\$ 75.00
16	687	Supply, Place and Compact Clean Fill/CY	\$ 8.95	\$ 6,148.65	687.00	\$ 6,148.65
17	1,767	3" Crushed Dense Aggregate Base Course Placement/CY	\$ 11.00	\$ 19,437.00	1767.00	\$ 19,437.00
18	870	Pulverized Stone Placement/CY	\$ 11.05	\$ 9,613.50	870.00	\$ 9,613.50
19	22,749	Fine Grading and Compaction/SY	\$ 1.20	\$ 27,298.80	22749.00	\$ 27,298.80
20	3,031	30" Concrete Curb and Gutter/LF	\$ 9.90	\$ 30,006.90	2728.00	\$ 27,007.20
21	1,265	30" Concrete Curb and Gutter Remove and Replace/LF	\$ 24.00	\$ 30,360.00	1356.50	\$ 32,556.00
22	2,920	No. 4 Epoxy Coated Rebar/LF	\$ 1.00	\$ 2,920.00	1460.00	\$ 1,460.00
23	79	Utility Adjustment/Each	\$ 290.00	\$ 22,910.00	62.00	\$ 17,980.00
24	30	Water Valve Adjustment/Each	\$ 30.00	\$ 900.00	1.00	\$ 30.00
25	978	Sawcut/LF	\$ 1.75	\$ 1,711.50	887.42	\$ 1,552.99
26	287	Asphalt Binder Course Pavement 2 1/4" Thick Type E1 (19 mm)/Ton	\$ 48.90	\$ 14,034.30	285.40	\$ 13,956.06
27	223	Asphalt Surface Course Pavement 1 3/4" Thick E1 (12.5 mm)/Ton	\$ 54.75	\$ 12,209.25	241.98	\$ 13,248.41

28	3,354	Asphalt Binder Course Pavement 3" Thick Type E1 (19 mm)/Ton	\$ 45.20	\$ 151,600.80	3314.67	\$ 149,823.08
29	2,236	Asphalt Surface Course Pavement 2" Thick Type E1 (12.5 mm)/Ton	\$ 51.25	\$ 114,595.00	2248.74	\$ 115,247.93
30	1,074	3" Thick Asphalt Driveway Apron Remove and Replace/SF	\$ 4.31	\$ 4,628.94	1016.00	\$ 4,378.96
31	1,533	6" Thick Concrete Driveway Apron Remove and Replace/SF	\$ 4.25	\$ 6,515.25	1909.00	\$ 8,113.25
32	650	Various Thickness Asphalt Driveway Remove and Replace/SF	\$ 6.50	\$ 4,225.00	725.00	\$ 4,712.50
33	548	Various Thickness Concrete Driveway Remove and Replace/SF	\$ 5.75	\$ 3,151.00	837.01	\$ 4,812.81
34	235	Various Thickness Concrete Service Walk/SF	\$ 5.00	\$ 1,175.00	316.05	\$ 1,580.25
35	1	Concrete Step/Each	\$ 350.00	\$ 350.00	1.00	\$ 350.00
36	5,493	4" Thick Concrete Sidewalk/SF	\$ 3.75	\$ 20,598.75	5332.80	\$ 19,998.00
37	3,159.00	4" Thick Concrete Sidewalk Remove and Replace/SF	\$ 4.70	\$ 14,847.30	4893.52	\$ 22,999.54
38	1,323	6" Thick Concrete Sidewalk/SF	\$ 4.25	\$ 5,622.75	1700.90	\$ 7,228.83
39	801	6" Thick Concrete Sidewalk Remove and Replace/SF	\$ 5.25	\$ 4,205.25	1270.25	\$ 6,668.81
40	316	6" Thick Concrete Handicap Ramp/SF	\$ 4.75	\$ 1,501.00	231.90	\$ 1,101.53
41	601	6" Thick Concrete Handicap Ramp Remove and Replace/SF	\$ 5.75	\$ 3,455.75	725.82	\$ 4,173.47
42	417	Lawn and Terrace Restoration/SY	\$ 5.80	\$ 2,418.60	0.00	\$ -
43	1	Survey Monument Re-Establishment/LS	\$ 1,325.00	\$ 1,325.00	0.00	\$ -
44	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	1.00	\$ 1,050.00
45	1	Traffic Control/LS	\$ 4,200.00	\$ 4,200.00	1.00	\$ 4,200.00
46	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 6,500.00	\$ 6,500.00	1.00	\$ 6,500.00
Total Unit 2016-02 Street Rehabilitation, Street Reconstruction; New Street Construction				\$ 611,787.09		\$ 623,969.25
Grand Total of Menasha Utilities Parking Lot; Manitowoc Road / Plank Road Trail and Street Rehabilitation; Street Reconstruction; New Street Construction				\$ 868,699.44		\$ 845,638.36
Alternate Bid "A" Item						
A1	4,197	Lawn and Terrace Restoration Utilizing 2" Pulverized Top Soil/SY	\$ 5.80	\$ 24,342.60	0.00	\$ -
Total Alternate Bid "A" (Item A1)				\$ 24,342.60		\$ -
Alternate Bid "B" Item						
B1	1,767	3" Crushed Dense Aggregate Base Course Furnish/Placement/CY	\$ 14.85	\$ 26,239.95	0.00	\$ -
Total Alternate Bid "B" (Item B1)				\$ 26,239.95		\$ -
TOTAL AWARDED CONTRACT				\$ 893,042.04		\$ 845,638.36



MEMORANDUM

Date: November 1, 2016

To: Common Council

From: David Buck, CDD

RE: Petition for Detachment from the Village of Fox Crossing/Attachment to the City of Menasha – 1462 Appleton Road (Parcel # 008033701)

R. Lewis & R. Lewis LLC, property owner, proposed direct annexation (by unanimous approval) of a single parcel of land that is 0.75 acres/32,670 square feet in size. The subject parcel is located at 1462 Appleton Road (STH 47), which is on the west side of Appleton Road approximately 400 feet south of Midway Road (County Road AP), in the Town of Menasha.

The petition for annexation was brought before the Administration Committee on October 3, 2016 and brought before the Plan Commission on October 4, 2016 where it received a recommendation of approval with a temporary and permanent zoning classification of C-1 General Commercial District. The Common Council approved Ordinance O-16-16 relating to the annexation on October 17, 2016.

During discussions on the annexation, the Village of Fox Crossing argued that the boundary line change that was part of their Intergovernmental Agreement with the Town of Menasha effectively placed the property within the Village's jurisdiction. Therefore the Village maintained that the timing of the Agreement invalidated the property owner's annexation petition and City's annexation action.

Following the approval of the original annexation petition, discussions between the City of Menasha and Village of Fox Crossing/Town of Menasha took place regarding the belief (by both jurisdictions) that their respective boundary changes have priority over the others. Both parties agreed that it was in the best interest of the property owner as well as the municipalities to settle the dispute in the near term without litigation. Therefore, the Village detached the property at the Village of Fox Crossing Board meeting of October 26, 2016 with a stipulation that the Village's detachment and subsequent City attachment shall not be an admittance that the Intergovernmental Agreement is valid nor shall it prejudice the right of the City of Menasha to assert or the Village of Fox Crossing to defend various causes of action in Winnebago County Circuit Court Case No. 16-CV-983 (recently filed Summons and Complaint challenging the validity of the Village of Fox Crossing and Town of Menasha Intergovernmental Agreement).

Staff requests the Common Council approve Ordinance O-17-16 relating to the Attachment of 1462 Appleton Road (Parcel # 008033701) from the Village of Fox Crossing to the City of Menasha along with the attached Stipulation.



ORDINANCE O-17-16

AN ORDINANCE APPROVING THE ATTACHMENT OF TERRITORY TO THE CITY OF MENASHA FROM THE VILLAGE OF FOX CROSSING OWNED BY R. LEWIS & R. LEWIS, LLC

Introduced by Mayor Merkes.

The Common Council of the City of Menasha does hereby ordain as follows:

SECTION 1: Territory Attached. In accordance with Section 66.0227 of the Wisconsin Statutes and the Petition to Detach 0.75 acre parcel of land from the Village of Fox Crossing and Attach to the City of Menasha filed with the Village Clerk of the Village of Fox Crossing and received by City Clerk of the City of Menasha, Wisconsin, on October 19, 2016, signed by the owners of all the real property in the territory (there are no electors residing in the territory), the following described territory in the Village of Fox Crossing, Winnebago County, Wisconsin, is attached to the City of Menasha, Winnebago County, Wisconsin:

All that part of the North Twenty-seven (27) acres of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 11, Township 20 North, Range 17 East, in the Town of Menasha, Winnebago County, Wisconsin, described as follows:

Commencing at the Northeast corner of said Section 11; thence S89° 40' W along the North line of said Section 60.0 feet; thence S01° 39' E, 423.5 feet to the point of beginning; thence S89° 40' W, 150.0 feet; thence S01° 39' E, 220.0 feet; thence N89° 40' E, 150.0 feet; thence N 01° 39' W, 220.0 feet to the point of beginning. Said parcel containing 0.7500 acres. Parcel No. 008-0337-01

SECTION 2: Effect of Attachment. From and after the date of this ordinance, the territory described in Section 1 shall be a part of the City of Menasha for any and all purposes provided by law, and all persons coming or residing within such territory shall be subject to all ordinances, rules and regulations governing the City of Menasha.

SECTION 3: Zoning Classification. The territory attached to the City of Menasha by this ordinance is zoned as follows, pursuant to Sec. 66.0227(4) of the Wisconsin Statutes: C-1 General Commercial.

SECTION 4: Aldermanic District and Ward Designation. The territory described in Section 1 of this Ordinance is hereby made a part of Aldermanic District 3, Ward 39, subject to the ordinances, rules and regulations of the City governing wards and aldermanic districts.



SECTION 5: Severability. If any provision of this Ordinance is invalid or unconstitutional, or if the application of this Ordinance to any person or circumstance is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this Ordinance which can be given effect without the invalid or unconstitutional provision or application.

SECTION 6: Effective Date. This Ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this ____ day of _____, 2016.

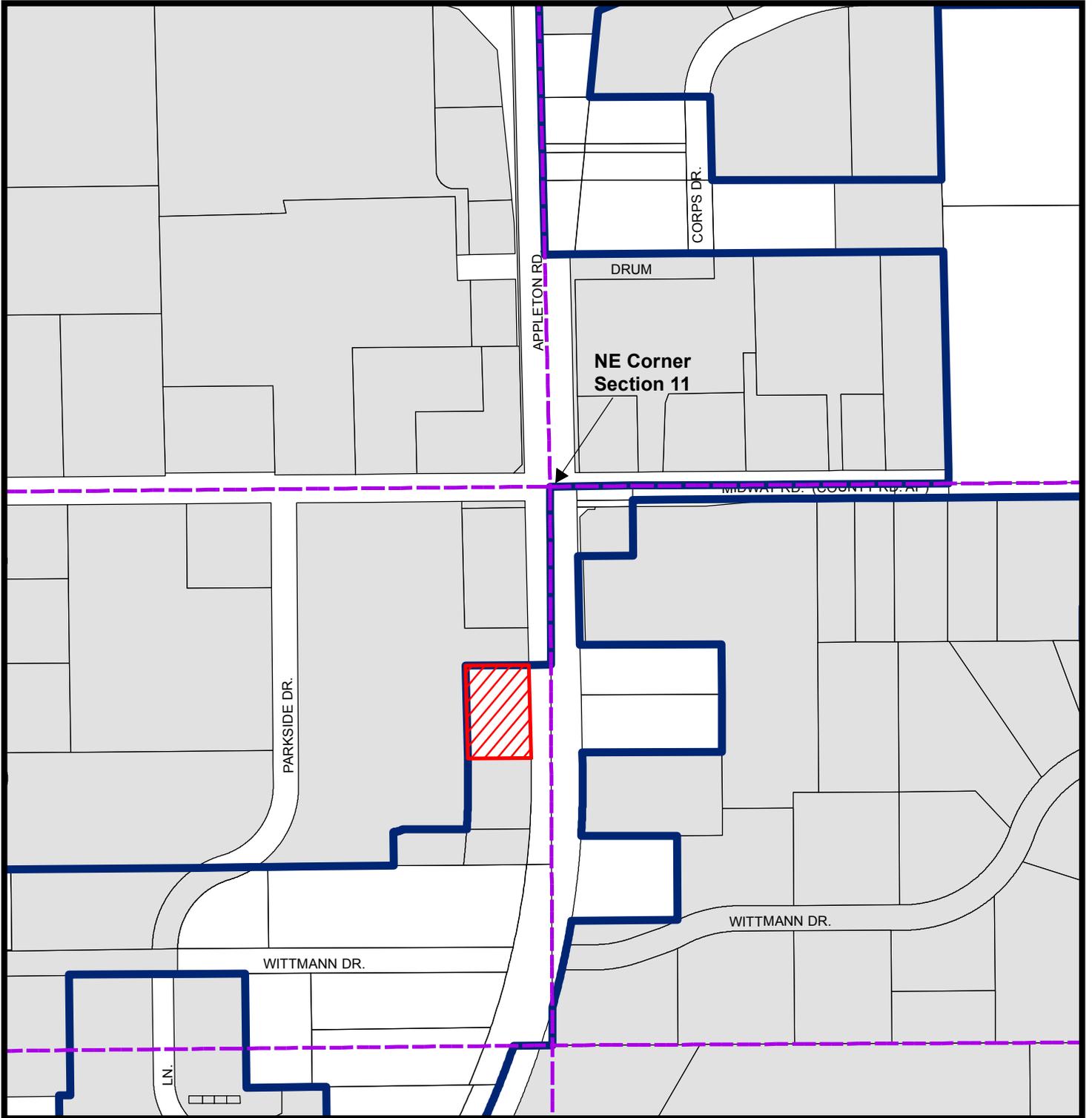
Recommended by: _____
Motion/Second: _____
Vote: _____
Pass/Fail: _____
Requires: __ Majority Vote __ 2/3 Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk

Exhibit A

Proposed Attachment



Legend

-  Parcel Proposed for Detachment
-  Section Lines
-  City of Menasha Corporate Limits

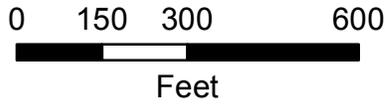


EXHIBIT B

STIPULATION BETWEEN VILLAGE OF FOX CROSSING AND CITY OF MENASHA

WHEREAS, the Village of Fox Crossing and the Town of Menasha entered into an Intergovernmental Cooperation Agreement on August 17, 2016 which is now effective; and,

WHEREAS, the Village of Fox Crossing accomplished the boundary line change called for in said Intergovernmental Cooperation Agreement by adopting a triggering ordinance on September 22, 2016; and,

WHEREAS, the City of Menasha adopted annexation ordinance number O-16-16, purportedly annexing the below-described parcel:

Parcel "A"

All that part of the North Twenty-seven (27) acres of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ Section 11, Township 20 North, Range 17 East, in the Village of Fox Crossing, Winnebago County, Wisconsin, described as follows:

Commencing at the Northeast corner of said Section 11; thence S89° 40' W along the North line of said Section 60.0 feet; thence S01° 39' E, 423.5 feet to the point of beginning; thence S89° 40' W, 150.0 feet; thence S01° 39' E, 220.0 feet; thence N89° 40' E, 150.0 feet; thence N 01° 39' W, 220.0 feet to the point of beginning. Said parcel containing 0.7500 acres.

WHEREAS, both the Village of Fox Crossing and the City of Menasha believe that their respective boundary change has priority over the other; and,

WHEREAS, notwithstanding, the parties believe it to be in their respective best interests to settle the dispute in the near term without litigation; and,

WHEREAS, the City of Menasha has recently filed (but not yet served) a Summons and Complaint in Case No. 16-CV-983 challenging the validity of said Intergovernmental Cooperation Agreement.

NOW THEREFORE, the parties agree as follows:

1. By entering into this Stipulation, the City of Menasha admits that Village of Fox Crossing Ordinance No. 160922-1:ORDV was commenced prior to City of Menasha Ordinance No. O-16-16; accordingly, Village of Fox Crossing Ordinance No. 160922-1:ORDV prevails under the "rule of prior precedence" established in Wisconsin case law.

2. Notwithstanding the foregoing, the parties have agreed that the Village of Fox Crossing will detach the subject territory to be attached to the City of Menasha in accordance with a detachment ordinance and attachment ordinance, respectively.

3. Notwithstanding the foregoing, the parties agree and understand that the City of Menasha, by accepting and attaching the subject parcel, is not admitting that the Intergovernmental Cooperation Agreement and Village of Fox Crossing Ordinance No. 160922-1:ORDV are valid.

4. Accordingly, neither this stipulation nor the City of Menasha's attachment ordinance shall prejudice the City of Menasha's right to assert their various causes of action in Winnebago County Circuit Court Case No. 16-CV-983.

5. Likewise, the Village of Fox Crossing detachment ordinance number 161026-1:ORDV shall not prejudice the Village of Fox Crossing's right to vigorously defend all causes of action alleged in Winnebago County Circuit Court Case No. 16-CV-983.

Dated: _____

CITY OF MENASHA

VILLAGE OF FOX CROSSING

By: _____
Don Merkes, Mayor

By: _____
Dale A. Youngquist, Village President

By: _____
Deborah A. Galeazzi, City Clerk

By: _____
Karen Backman, Village Clerk

PETITION FOR DETACHMENT

William G. Lewis and Rebecca Lewis, constituting all of the owners of all the land in area in the following territory of the Village of Fox Crossing, Winnebago County, Wisconsin, Petitions the Village Board of said Village of Fox Crossing to detach the territory described below and shown on the attached scale map to the City of Menasha, Winnebago County, Wisconsin:

Legal Description:

Parcel "A"

All that part of the North Twenty-seven (27) acres of the Northeast ¼ of the Northeast ¼ Section 11, Township 20 North, Range 17 East, in the Village of Fox Crossing, Winnebago County, Wisconsin, described as follows:

Commencing at the Northeast corner of said Section 11; thence S89° 40' W along the North line of said Section 60.0 feet; thence S01° 39' E, 423.5 feet to the point of beginning; thence S89° 40' W, 150.0 feet; thence S01° 39' E, 220.0 feet; thence N89° 40' E, 150.0 feet; thence N 01° 39' W, 220.0 feet to the point of beginning. Said parcel containing 0.7500 acres.

Parcel No. 008-0337-01

No electors reside on this property.

William G. Lewis and Rebecca Lewis, elect that this detachment shall take effect to the full extent consistent with outstanding priorities of other annexation, detachment, incorporation, or consolidation proceedings, if any.

Dated this 19 day of October, 2016.



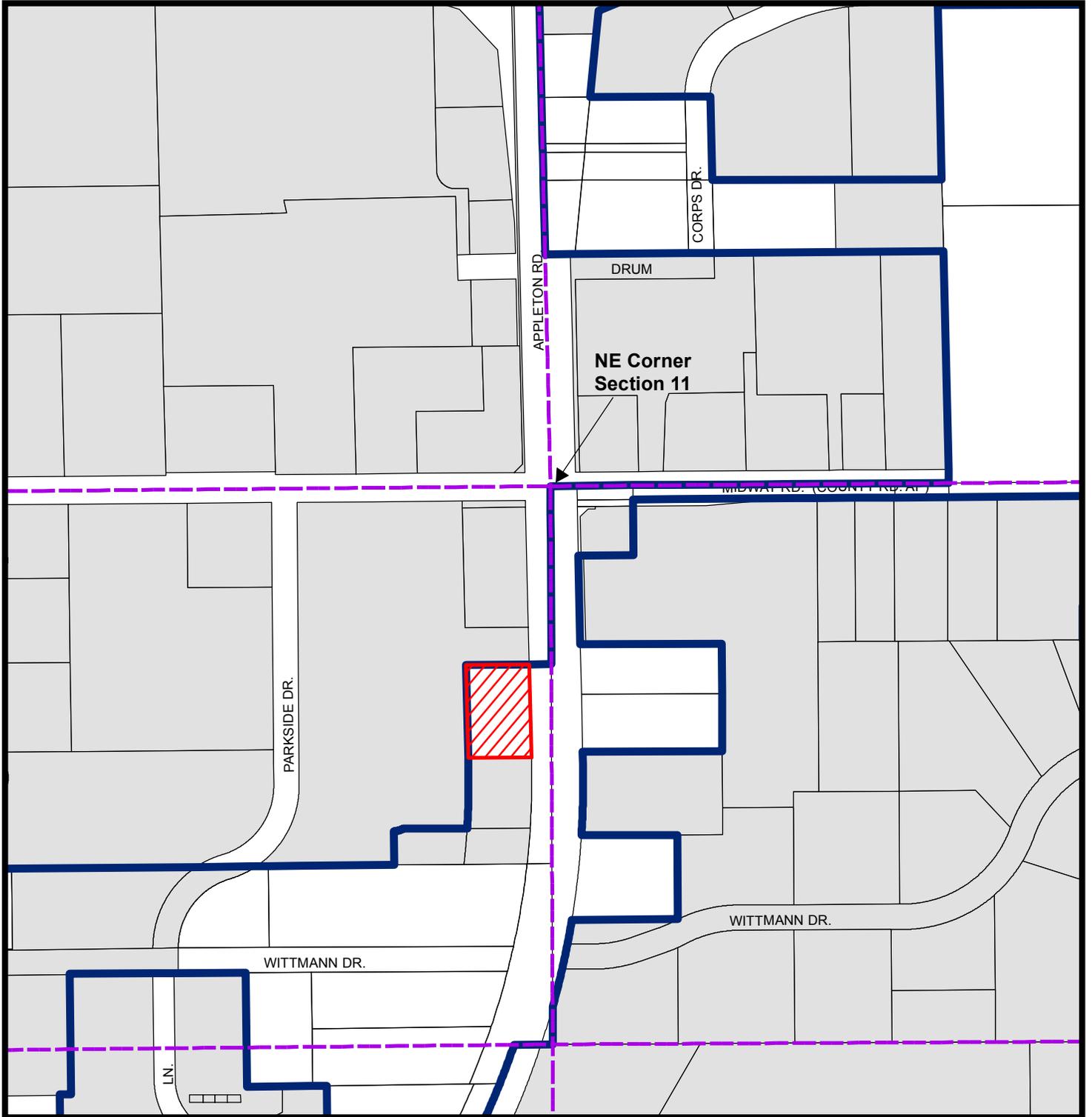
William G. Lewis, Owner/Member
R. Lewis & R. Lewis LLC
1702 Scheuring Road
DePere, WI 54115



Rebecca Lewis, Owner/Member
R. Lewis & R. Lewis LLC
1702 Scheuring Road
DePere, WI 54115

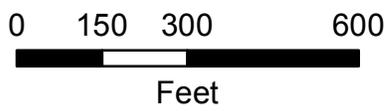
Exhibit A

Proposed Detachment



Legend

-  Parcel Proposed for Detachment
-  Section Lines
-  City of Menasha Corporate Limits



NOTICE OF INTENT TO CIRCULATE A PETITION FOR DETACHMENT OF TERRITORY
FROM THE VILLAGE OF FOX CROSSING TO THE CITY OF MENASHA

PLEASE TAKE NOTICE the undersigned owners in the territory described below intend to petition in accordance with Section 66.0227 of Wisconsin Statutes for DETACHMENT of the following territory in the Village of Fox Crossing, Winnebago County, Wisconsin, to the City of Menasha, Winnebago County, Wisconsin.

Legal Description:

Parcel "A"

All that part of the North Twenty-seven (27) acres of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ Section 11, Township 20 North, Range 17 East, in the Village of Fox Crossing, Winnebago County, Wisconsin, described as follows:

Commencing at the Northeast corner of said Section 11; thence S89° 40' W along the North line of said Section 60.0 feet; thence S01° 39' E, 423.5 feet to the point of beginning; thence S89° 40' W, 150.0 feet; thence S01° 39' E, 220.0 feet; thence N89° 40' E, 150.0 feet; thence N 01° 39' W, 220.0 feet to the point of beginning. Said parcel containing 0.7500 acres.

Parcel No. 008-0337-01

Dated this 19 day of October, 2016.



William G. Lewis, Owner/Member
R. Lewis & R. Lewis LLC
1702 Scheuring Road
DePere, WI 54115



Rebecca Lewis, Owner/Member
R. Lewis & R. Lewis LLC
1702 Scheuring Road
DePere, WI 54115



RESOLUTION R-30-16

FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENTS AND LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITED PROPERTY.

Introduced by Alderman Krautkramer.

WHEREAS, the Common Council of the City of Menasha, Wisconsin, held a Public Hearing at the Council Chambers in the City Hall at 6:00 p.m. on November 7, 2016 for the purpose of hearing all interested persons regarding the listed improvements in the following area:

A. Improvements

1. Relocating Sanitary Sewer, Water Main and Storm Sewer Laterals
2. Final Asphalt Pavement
3. Electric Service
4. Associated Engineering Costs

B. Location of Improvements

1. Lake Cottage Estates

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Menasha as follows:

1. That the report of the Board of Public Works pertaining to the construction of the described public improvements, including plans and specifications, is, therefore and hereby, reaffirmed.
2. That payment for said improvements be made by assessing the applicable costs to the property benefited as indicated in said report.
3. The schedule of assessments made under the police power, and the amounts assessed against each parcel, are true and correct and are hereby confirmed.
4. That the assessment for all projects included on said report is a single assessment.
5. That the assessment against any parcel shall be paid in accordance with Section 3-2-14 of the Menasha Municipal Code.
6. The City Clerk is directed to publish this resolution in the Official Newspaper of the City.

Department of Public Works
Special Assessment Report
Lake Cottage Estates
October 5, 2016

The City of Menasha has completed the re-design for street and utility improvements in the Lake Cottage Estates Development. The improvements consist of relocating the sanitary sewer laterals, water laterals, storm sewer laterals, final asphalt pavement, electrical service and associated items.

The total cost of the improvements is \$100,000 including engineering and administration costs. The improvements constitute an exercise of police powers and the properties against which these assessments are proposed benefit from these improvements.

Attached is a schedule of the proposed assessments for each affected property. Properties included in the proposed assessment area include:

Parcel numbers 7-01811-12, 7-01811-13, 7-01811-14, 7-01811-05, 7-01811-06, 7-01811-07, 7-01811-08, 7-01811-09 and 7-01811-10

Attachment

Special Assessments - Lake Cottage Estates (10_5_2016)										
Parcel No.	Parcel Address	Parcel Owner	Parcel Owner Address	Parcel Owner City	Parcel Owner State	Parcel Owner Zip	Parcel Description	Assessable Items	Assessment Per Lot	
70181113	2391 Lake Cottage Court	Woodland Trails Investments LLC	N319 Brezewood Dr	Appleton	WI	54915	LOT 2 CSM 3591 F/A LOT 3 CSM 3582 SEC 18 T20N R18E PART OF NE1/4 AS DESCR IN ANNEXATION ORDINANCE O-17-04 REC AS DOC #862613 CALUMET CO R.O.D.	Relocate Utility Services Final Asphalt Pavement Electric Service Associated Engineering Costs	\$11,111.00	
70181114	2400 Lake Cottage Court	Woodland Trails Investments LLC	N319 Brezewood Dr	Appleton	WI	54915	Lot 3 CSM 3591 F/A LOT 3 CSM 3582 SEC 18 T20N R18E PART OF NE1/4 AS DESCR IN ANNEXATION ORDINANCE O-17-04 REC AS DOC #862613 CALUMET CO R.O.D.	Relocate Utility Services Final Asphalt Pavement Electric Service Associated Engineering Costs	\$11,111.00	
70181105	2408 Lake Cottage Court	Woodland Developments LLC	N319 Brezewood Dr	Appleton	WI	54915	LOT 4 CSM 3582 SEC 18 T20N R18E PART OF THE NE-NE AS DESCRIBED IN DOC #862613 CALUMET COUNTY R.O.D.	Relocate Utility Services Final Asphalt Pavement Electric Service Associated Engineering Costs	\$11,111.00	
70181106	2416 Lake Cottage Court	Woodland Developments LLC	N319 Brezewood Dr	Appleton	WI	54915	LOT 5 CSM 3583 SEC 18 T20N R18E PART OF THE NE-NE AS DESCRIBED IN DOC #862613 CALUMET COUNTY R.O.D.	Relocate Utility Services Final Asphalt Pavement Electric Service Associated Engineering Costs	\$11,111.00	
70181107	2424 Lake Cottage Court	New Heights Developments LLC	N319 Brezewood Dr	Appleton	WI	54915	LOT 6 CSM 3587 SEC 18 T20N R18E PART OF THE NE-NE AS DESCRIBED IN DOC #862613 CALUMET COUNTY R.O.D.	Relocate Utility Services Final Asphalt Pavement Electric Service Associated Engineering Costs	\$11,111.00	
70181108	2432 Lake Cottage Court	Lori A. Van Laanen	PO Box 284	Balleys Harbor	WI	54202	LOT 7 CSM 3587 SEC 18 T20N R18E PART OF THE NE-NE AS DESCRIBED IN DOC #862613 CALUMET COUNTY R.O.D.	Relocate Utility Services Final Asphalt Pavement Electric Service Associated Engineering Costs	\$11,111.00	
70181109	2440 Lake Cottage Court	New Heights Developments LLC	N319 Brezewood Dr	Appleton	WI	54915	LOT 8 CSM 3587 SEC 18 T20N R18E PART OF THE NE-NE AS DESCRIBED IN DOC #862613 CALUMET COUNTY R.O.D.	Relocate Utility Services Final Asphalt Pavement Electric Service Associated Engineering Costs	\$11,111.00	
70181110	2448 Lake Cottage Court	New Heights Developments LLC	N319 Brezewood Dr	Appleton	WI	54915	LOT 9 CSM 3587 SEC 18 T20N R18E PART OF THE NE-NE AS DESCRIBED IN DOC #862613 CALUMET COUNTY R.O.D.	Relocate Utility Services Final Asphalt Pavement Electric Service Associated Engineering Costs	\$11,111.00	
70181112	2384 Lake Cottage Court	Woodland Trails Investments LLC	N319 Brezewood Dr	Appleton	WI	54915	LOT 1 CSM 3591 F/A LOT 3 CSM 3582 SEC 18 T20N R18E PART OF NE-NE AS DESCRIBED IN DOC #862613 CALUMET COUNTY R.O.D.	Relocate Utility Services Final Asphalt Pavement Electric Service Associated Engineering Costs	\$11,112.00	
									Total Assessments	\$100,000.00



MEMORANDUM

Date: November 7, 2016

To: Common Council

From: David Buck, CDD

RE: **Project Plan Amendment for Tax Incremental District (TID) No. 5**

The Community Development Department requests approval of a Project Plan and Allocation Amendment to transfer positive tax increment from a financially capable TID (Donor) to an existing blighted area TID that has a lower than expected fund balance (Recipient).

State Statutes allow cities to amend Tax Increment Districts (TID) in numerous ways including reallocation of increment from one district (donor) to another (recipient). At this time, the City is proposing to amend the project plan of TID No. 5 to act as a donor district and allocate positive tax increment in the amount of \$732,500 to TID No. 3 as a recipient district in order to make TID No. 3 financially solvent and provide the necessary increment for its closure in December, 2016.

TID No. 5 was created as an industrial use district on September 9, 1998. Since then, the project plan has been amended four times with this amendment being the fifth. Two of the four amendments were territory amendments and the other two amendments were allocation and project plan amendments.

TID No. 5 is a successful TID that has satisfied its existing debt service and project cost obligations. The exhibits included in the TID No. 5 Project Plan Amendment document demonstrate that TID No. 5 has sufficient increment to pay for its project costs and has a surplus with which to allocate increment to TID No. 3.

TID No. 5 Project Plan Amendment was brought before the Winnebago County Joint Review Board on October 18, 2016. The Menasha Plan Commission conducted a Public Hearing on the amendment request and adopted Resolution 1-2016: Project Plan Amendment #5 for Tax Incremental District #5 at their meeting on October 18, 2016. If approved by the Common Council, the Amendment will be brought back to the Winnebago County Joint Review Board on Wednesday, November 9, 2016 at 2:00 p.m. for approval.

Staff requests the Common Council adopt Resolution R-31-16 approving proposed project plan and allocation amendment #5 for Tax Increment District No. 5.



RESOLUTION R 31-2016

RESOLUTION APPROVING A PROJECT PLAN AMENDMENT
FOR TAX INCREMENTAL DISTRICT NO. 5
CITY OF MENASHA, WISCONSIN

Introduced by Ald. Benner on the Recommendation of the Plan Commission.

WHEREAS, the City of Menasha (the "City") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 5 (the "District") was created by the City on September 9, 1998 as an industrial use district; and

WHEREAS, the City now desires to amend the Project Plan of the District in accordance with the provision of Wisconsin Statutes Section 66.1105, (the "Tax Incremental Law"); and

WHEREAS, such amendment will allow for the District to share surplus increments with Tax Incremental District No. 3 under the provisions of Wisconsin Statutes Section 66.1105(6)(f); and

WHEREAS, an amended Project Plan for the District (the "Amendment") has been prepared that includes:

- a. A statement listing of the kind, number, and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)(1.k and 66.1105(2)(f)1.n., outside of the District;
- b. An economic feasibility study;
- c. A list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the amendment of the District promotes the orderly development of the City;
- k. An opinion of the City Attorney or of an attorney retained by the City advising that the plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f); and

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to the chief executive officers of Winnebago County, the Menasha Joint School District, and the Fox Valley Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and



WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the Plan Commission, on October 4, 2016 held a public hearing concerning the proposed amendment to the Project Plan, providing interested parties a reasonable opportunity to express their views thereon.

WHEREAS, after said public hearing, the Plan Commission adopted the Project Plan, and recommended to the Common Council that it amend the Project Plan for the District;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Menasha that:

1. The boundaries of the District shall be named “Tax Incremental District No. 5, City of Menasha” and remain unchanged due to this amendment.
2. That this Project Plan Amendment shall become effective as of the date of adoption of this resolution provided that it is further approved by the Joint Review Board.
3. The Common Council finds and declares that:
 - a. Not less than 50%, by area, of real property within the District is and remains suitable for industrial sites and zoned for industrial use within the meaning of Wisconsin Statutes Section 66.1101.
 - b. Based upon the findings, as stated in 3.a. above, and the original findings as stated in the resolution creating the District, the District remains declared as an industrial district based on the identification and classification of the property included within the District.
 - c. The improvement of such area is likely to enhance significantly the value of substantially all of the other real property in the District.
 - d. The amount of retail business will not change as a result of this amendment.
 - e. The project costs of the District relate directly to promoting industrial development in the District consistent with the purpose for which the District was created.
 - f. Any real property within the District that is found suitable for industrial sites and is zoned for industrial use will remain zoned for industrial use for the life of the District.
4. The amended Project Plan for “Tax Incremental District No. 5, City of Menasha” is approved, and the City further finds the Plan is feasible and in conformity with the master plan of the City.



BE IT FURTHER RESOLVED THAT the City Clerk is hereby authorized and directed to notify the Wisconsin Department of Revenue, within 60 days of adoption of the amendment, that this amendment has taken place pursuant to the provisions of Wisconsin Statutes Section 66.1105(5)(cm).

BE IT FURTHER RESOLVED THAT pursuant to Section 66.1105(5)(f) of the Wisconsin Statutes that the City Assessor is hereby authorized and directed to make notations to the assessment roll under Wisconsin Statutes Section 70.45, and the City Clerk is hereby authorized and directed to make similar notations on the tax roll made under Wisconsin Statutes Section 70.65, pursuant to Wisconsin Statutes.

Passed and approved this ___ day of November, 2016.

Recommended by: _____
Motion/Second: _____
Vote: _____
Pass/Fail: _____
Requires: ___ Majority Vote ___ 2/3 Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk

September 28, 2016

Tax Incremental District #5
Project Plan Amendment #5

CITY OF MENASHA, WISCONSIN



Joint Review Board Meeting Held:	October 18, 2016
Public Hearing Held:	October 18, 2016
Adoption by Plan Commission:	October 18, 2016
Adoption by Common Council:	Scheduled for Consideration November 7, 2016
Approval by the Joint Review Board:	Scheduled for Consideration November 8, 2016

Introduction

The City of Menasha ("City") created Tax Increment District #5 ("TID #5" or "Donor District") as an industrial use district on September 9, 1998. Since then, the project plan for Tax Increment District #5 has been amended four times with this amendment being the fifth. Two of the four amendments were territory amendments and the other two amendments were allocation and project plan amendments. This amendment seeks to change the project plan but will not affect territory in TID #5 and therefore will not be counted against the maximum of four allowable territorial amendments. A map of the current TID #5 boundaries is included on the following page.

It is recognized that TID #5 has positive surplus funds due to a higher than expected increment resulting from its creation. Tax Increment District #3 ("TID #3" or "Recipient District") is an existing blighted area TID that has a lower than expected fund balance. Currently, TID #3 is expected to terminate by 12/05/2016 without recovering its project costs. Therefore this amendment seeks to share funds in the estimated amount of \$732,500 in the form of a one-time payment from TID #5 to TID #3 in order to make the Recipient District financially solvent.

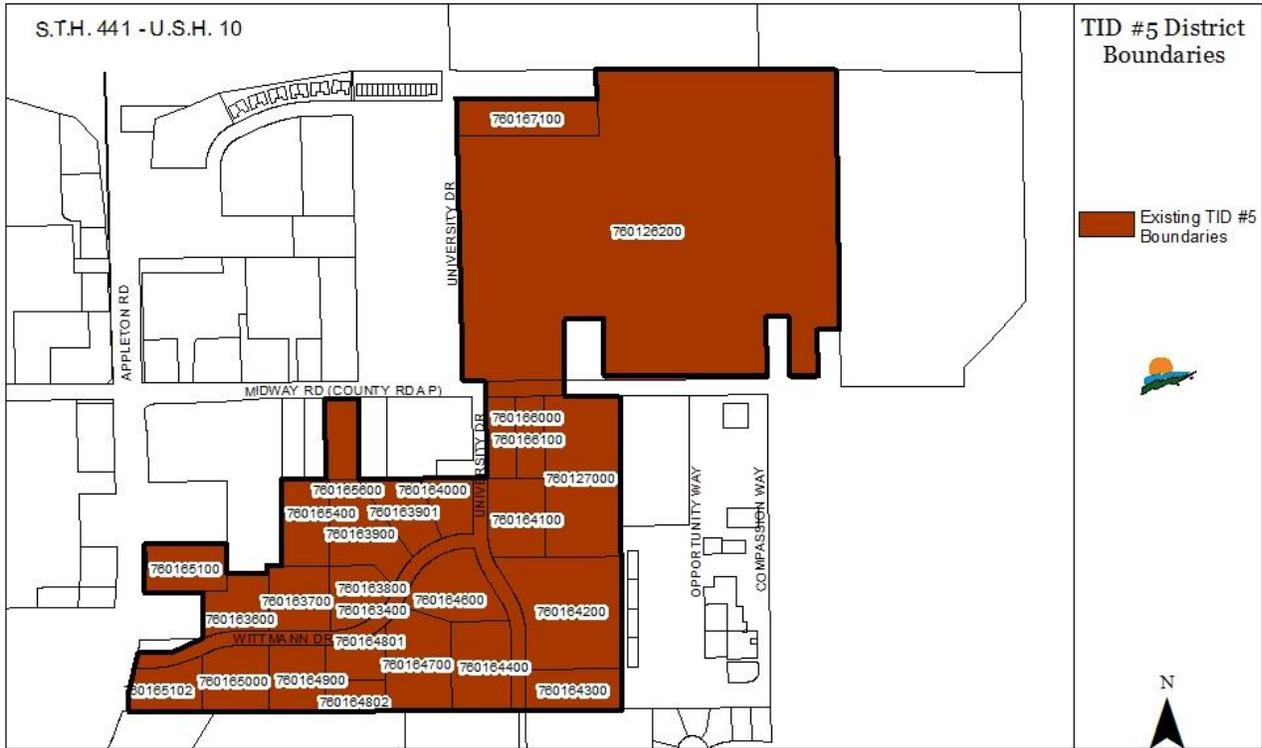
Statement of Kind, Number and Location of Proposed Public Works or Other Projects

This amendment provides the authority for the Donor District to allocate surplus increments with the Recipient District. No other additional Project Costs are involved, and the statement of kind, number and location of proposed public works and other projects as documented in the original Project Plan and subsequent Project Plan Amendments remains in effect.

Detailed List of Project Costs

The proposed improvements consist of an estimated allocation from TID #5 to TID #3 in the amount of \$732,500 in order to facilitate the successful closure of TID #3 (see page 5).

Map of Current District Boundaries



Map Showing Existing Uses and Conditions

There will be neither changes to District boundaries nor any changes to the existing uses and conditions within the District as a result of this Amendment. Please refer to the original TID Project Plan and subsequent Project Plan Amendments for prior maps showing the existing uses and conditions of property.

Economic Feasibility Study, Financing Methods and the Time When Costs or Monetary Obligations are to be Incurred

Tax Increment District #5 is allocating positive tax increments to Tax Increment District #3 under the authority provided by Wisconsin Statutes Section 66.1105(6)(f). The following requirements are to be met under that statute:

1. The donor tax incremental district, the positive tax increments of which are to be allocated, and the recipient tax incremental district have the same overlying taxing jurisdictions.
2. The allocation of tax increments under this paragraph is approved by the joint review board.
3. The recipient district was created upon a finding that not less than 50 percent, by area, of the real property within the district is blighted or in need of rehabilitation.

4. The allocation of positive tax increments from a donor district to one or more recipient districts cannot be made unless the donor district has first satisfied all of its current-year debt service and project cost obligations.

Tax Increment District #5, the positive tax increments to be allocated, and Tax Increment District #3 have the same overlying taxing jurisdictions. The recipient district was created with the finding that not less than 50 percent, by area, of real property within the district is blighted or in need of rehabilitation.

The donor district has satisfied its current-year debt service and project cost obligations. The exhibits on the following page demonstrate that Tax Increment District #5 has sufficient increment to pay for its project costs and has a surplus with which to allocate increment to Tax Increment District #3.

Projected Cash Flow Prior to Transfer to Recipient District

TAX INCREMENTAL FINANCING DISTRICT #5 - Fund 457

9/21/2016

TAX YEAR / COLLECTION YEAR	TAX INCREMENT	TIF (TAX) RATE	TIF AMOUNT	EXEMPT COMPUTER AID	OTHER REVENUES	DEBT SERVICE	OTHER EXPENSES	Donor TO OTHER TID's (#7 & #8)	ADVANCE TO TID #10	DONOR TO TID #13	POTENTIAL DONOR TO TID #3	NEW BORROWING	END OF YEAR FUND BALANCE	REMAINING LIABILITIES
2003/2004													\$1,006,547	
2004/2005			\$98,177	\$2,876	\$156,958	\$263,180	\$1,295,075					\$1,300,000	\$1,006,303	
2005/2006			\$154,948	\$4,071	\$442,206	\$1,054,867	\$105,352					\$0	\$447,309	
2006/2007			\$135,756	\$7,864	\$565,965	\$703,153	\$0					\$0	\$453,741	
2007/2008			\$263,713	\$6,755	\$123,658	\$1,310,245	\$1,225					\$765,000	\$301,400	
2008/2009			\$290,472	\$161,558	\$659,337	\$648,876	\$414,597						\$349,294	
2009/2010			\$256,913	\$162,040	\$89,576	\$390,801	\$20,973						\$446,050	
2010/2011			\$272,424	\$163,588	\$184,855	\$420,017	\$5,524		\$250,000				\$391,375	
2011/2012	\$10,510,200	\$27.198	\$285,855	\$178,891	\$164,286	\$1,537,069	\$26,867		(\$29,000)			\$1,170,000	\$655,471	
2012/2013	\$10,360,000	\$27.877	\$288,809	\$263,953	\$1,171,958	\$235,591	\$10,146						\$2,134,454	
2013/2014	\$10,510,800	\$28.207	\$296,480	\$296,124	\$608	\$1,415,855	\$13,463	\$109,710					\$1,188,638	
2014/2015	\$11,441,200	\$28.056	\$320,998	\$457,071	\$0	\$265,500	\$12,228	\$18,048		\$750,000			\$920,931	\$1,780,918
2015/2016	\$11,797,700	\$27.976	\$330,058	\$584,678		\$271,902	\$10,653	\$24,748	(\$221,000)				\$1,749,364	\$1,484,268
2016/2017	\$11,797,700	\$27.976	\$330,058			\$276,719	\$150	\$143,173					\$1,659,380	\$1,064,376
2017/2018	\$11,797,700	\$27.976	\$330,058			\$169,094	\$150	\$264,000					\$1,556,194	\$631,282
2018/2019	\$11,797,700	\$27.976	\$330,058			\$169,094	\$150	\$114,500					\$1,602,508	\$347,688
2019/2020	\$11,797,700	\$27.976	\$330,058			\$169,094	\$150	\$9,500					\$1,753,823	\$169,094
2020/2021	\$11,797,700	\$27.976	\$330,058			\$169,094	\$150						\$1,914,637	\$0

Notes:

Includes end of year G.O. debt outstanding plus remaining planned transfers to TIDs 7 and 8.

Projected Cash Flow Following Transfer to Recipient District

TAX INCREMENTAL FINANCING DISTRICT #5 - Fund 457

9/21/2016

TAX YEAR / COLLECTION YEAR	TAX INCREMENT	TIF (TAX) RATE	TIF AMOUNT	EXEMPT COMPUTER AID	OTHER REVENUES	DEBT SERVICE	OTHER EXPENSES	Donor TO OTHER TID's (#7 & #8)	ADVANCE TO TID #10	DONOR TO TID #13	POTENTIAL DONOR TO TID #3	NEW BORROWING	END OF YEAR FUND BALANCE	REMAINING LIABILITIES
2003/2004													\$1,006,547	
2004/2005			\$98,177	\$2,876	\$156,958	\$263,180	\$1,295,075					\$1,300,000	\$1,006,303	
2005/2006			\$154,948	\$4,071	\$442,206	\$1,054,867	\$105,352					\$0	\$447,309	
2006/2007			\$135,756	\$7,864	\$565,965	\$703,153	\$0					\$0	\$453,741	
2007/2008			\$263,713	\$6,755	\$123,658	\$1,310,245	\$1,225					\$765,000	\$301,400	
2008/2009			\$290,472	\$161,558	\$659,337	\$648,876	\$414,597						\$349,294	
2009/2010			\$256,913	\$162,040	\$89,576	\$390,801	\$20,973						\$446,050	
2010/2011			\$272,424	\$163,588	\$184,855	\$420,017	\$5,524		\$250,000				\$391,375	
2011/2012	\$10,510,200	\$27.198	\$285,855	\$178,891	\$164,286	\$1,537,069	\$26,867		(\$29,000)			\$1,170,000	\$655,471	
2012/2013	\$10,360,000	\$27.877	\$288,809	\$263,953	\$1,171,958	\$235,591	\$10,146						\$2,134,454	
2013/2014	\$10,510,800	\$28.207	\$296,480	\$296,124	\$608	\$1,415,855	\$13,463	\$109,710					\$1,188,638	
2014/2015	\$11,441,200	\$28.056	\$320,998	\$457,071	\$0	\$265,500	\$12,228	\$18,048		\$750,000			\$920,931	\$1,780,918
2015/2016	\$11,797,700	\$27.976	\$330,058	\$584,678		\$271,902	\$10,653	\$24,748	(\$221,000)		\$732,500		\$1,016,864	\$1,484,268
2016/2017	\$11,797,700	\$27.976	\$330,058			\$276,719	\$150	\$143,173					\$926,880	\$1,064,376
2017/2018	\$11,797,700	\$27.976	\$330,058			\$169,094	\$150	\$264,000					\$823,694	\$631,282
2018/2019	\$11,797,700	\$27.976	\$330,058			\$169,094	\$150	\$114,500					\$870,008	\$347,688
2019/2020	\$11,797,700	\$27.976	\$330,058			\$169,094	\$150	\$9,500					\$1,021,323	\$169,094
2020/2021	\$11,797,700	\$27.976	\$330,058			\$169,094	\$150						\$1,182,137	\$0

Notes:

Includes end of year G.O. debt outstanding plus remaining planned transfers to TIDs 7 and 8.

Map Showing Proposed Improvements and Uses

There will not be any changes to the Tax Increment District #5 boundaries or to the existing uses and conditions within Tax Increment District #5 as a result of this Project Plan Amendment. Please refer to the original Project Plan and its subsequent Project Plan Amendments for maps detailing the proposed improvements and property within Tax Increment District #5.

Proposed Changes to the Zoning Ordinance, Master Plan, Building Codes and City Ordinances

No changes to the Zoning Ordinance or Master Plan are anticipated to be proposed to accommodate the amended Tax Increment District #5. The development and improvements associated with this plan is consistent with City Zoning and the City's Master Plan.

Non-Project Costs

Non-Project Costs are costs for projects to be undertaken within Tax Increment District #5 that will be paid from sources other than tax increments. The City of Menasha does not anticipate that there will be any Non-Project Costs associated with the adoption of this Project Plan Amendment.

Relocation of Persons or Businesses

The City expects no persons or businesses to be displaced as a result of the implementation of the amended Tax Increment District #5. If such displacement is necessary, then relocation procedures of Chapter 32 of the Wisconsin Statutes will be followed.

Orderly Development of the City of Menasha

The viability of the original Tax Increment District #5 Project Plan or its subsequent Amendments as it relates to the orderly development of the City of Menasha will not be impacted by this Project Plan Amendment.

Opinion of the Attorney of the City of Menasha Advising Whether the Plan is Complete and Complies with Wisconsin Statutes 66.1105

September 30, 2016

Mayor Donald Merkes
City of Menasha
140 Main Street
Menasha, Wisconsin 54952

RE: City of Menasha, Wisconsin Tax Incremental District #5 Amendment

Dear Mayor:

As City Attorney for the City of Menasha, I have reviewed the Project Plan and, in my opinion, have determined that it is complete and complies with Wisconsin Statutes Section 66.1105(4)(f).

Sincerely,

A handwritten signature in black ink that reads "Pamela Captain". The signature is written in a cursive style with a large, stylized initial "P".

Attorney Pamela Captain
City of Menasha



MEMORANDUM

Date: November 7, 2016

To: Common Council

From: David Buck, CDD

RE: **Project Plan Amendment for Tax Incremental District (TID) No. 10**

The Community Development Department requests approval of a Project Plan Amendment to provide the authority for Tax Incremental District (TID) No. 10 to expend funds within a ½ mile radius of its boundaries to capitalize the City of Menasha Housing Rehabilitation Fund. TID No. 10 was created as a blighted area district in May, 2006. This is the first amendment to TID No. 10.

State Statutes allow cities to amend Tax Incremental Districts (TID) in numerous ways including amending a district's project plan to include new project costs. At this time, the City is proposing to amend the project plan of TID No. 10 to specifically add to the Project Plan the authority for the District to expend funds within a ½ mile radius of its boundaries. The proposed project costs to be added to the Project Plan consist of the capitalization of monies into the City of Menasha Housing Rehabilitation Fund from TID No. 10 using increment above and beyond its project costs. The Housing Rehabilitation Funds are to be used in an annual rehabilitation program up to \$50,000 per year or as permitted from available increment for projects within a ½ mile radius of the TID No. 10 District Boundaries.

Since funds for the amended project will only be allocated if there is enough increment to pay off the existing project costs, this amendment is economically feasible. The exhibit table included in the TID No. 10 Project Plan Amendment document presents the current cash flow for TID No. 10 increment and indicates that there will be enough funds to pay off the project costs with an estimated positive balance realized before closure.

TID No. 10 Project Plan Amendment was brought before the Winnebago County Joint Review Board on October 18, 2016. The Menasha Plan Commission conducted a Public Hearing on the amendment request and adopted Resolution 2-2016: Project Plan Amendment #1 for Tax Incremental District #10 at their meeting on October 18, 2016. If approved by the Common Council, the Amendment will be brought back to the Winnebago County Joint Review Board on Wednesday, November 9, 2016 for approval.

Staff requests the Common Council adopt Resolution R-32-16 approving the proposed project plan amendment #1 for Tax Incremental District No. 10.



RESOLUTION R- 32-2016

RESOLUTION APPROVING A PROJECT PLAN AMENDMENT
FOR TAX INCREMENTAL DISTRICT NO. 10
CITY OF MENASHA, WISCONSIN

Introduced by Ald. Benner on the Recommendation of the Plan Commission.

WHEREAS, the City of Menasha (the “City”) has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 10 (the “District”) was created by the City on June 5, 2006 as a blighted area district; and

WHEREAS, the City now desires to amend the Project Plan of the District in accordance with the provision of Wisconsin Statutes Section 66.1105, (the “Tax Incremental Law”); and

WHEREAS, the purpose of the amendment is to allow for the District to incur project costs outside of, but within ½ mile of, the boundaries of the District as allowed under Wisconsin Statutes Section.66.1105(2)(f)1.n.; and

WHEREAS, an amended Project Plan for the District (the “Amendment”) has been prepared that includes:

- a. A statement listing of the kind, number, and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)(1.k and 66.1105(2)(f)1.n., outside of the District;
- b. An economic feasibility study;
- c. A list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the amendment of the District promotes the orderly development of the City;
- k. An opinion of the City Attorney or of an attorney retained by the City advising that the plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f); and

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to the chief executive officers of Winnebago County, the Menasha Joint School District, and the Fox Valley Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and



WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the Plan Commission, on October 4, 2016 held a public hearing concerning the proposed amendment to the Project Plan, providing interested parties a reasonable opportunity to express their views thereon; and

WHEREAS, after said public hearing, the Plan Commission adopted the Project Plan, and recommended to the Common Council that it amend the Project Plan for the District.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Menasha that:

1. The boundaries of the District shall be named “Tax Incremental District No. 10, City of Menasha” and remain unchanged due to this amendment.
2. That this Project Plan Amendment shall become effective as of the date of adoption of this resolution provided that it is further approved by the Joint Review Board.
3. The Common Council finds and declares that:
 - a. Not less than 50%, by area, of real property within the District hereby created is a blighted area pursuant to Wisconsin Statutes Section 66.1105(2)(ae)1..
 - b. Based upon the findings, as stated in 3.a. above, and the original findings as stated in the resolution creating the District, the District remains declared as a blighted area district based on the identification and classification of the property included within the District.
 - c. The improvement of such area is likely to enhance significantly the value of substantially all of the other real property in the District.
 - d. The amount of retail business will not change as a result of this amendment.
 - e. The project costs of the District relate directly to eliminating blight in the area, consistent with the purpose for which the District was created.
 - f. The equalized value of the taxable property of the District plus the value increment of all existing districts does not exceed twelve percent of the total equalized value of taxable property within the City of Menasha.
4. The amended Project Plan for “Tax Incremental District No. 10, City of Menasha” is approved, and the City further finds the Plan is feasible and in conformity with the master plan of the City.



BE IT FURTHER RESOLVED THAT the City Clerk is hereby authorized and directed to notify the Wisconsin Department of Revenue, within 60 days of adoption of the amendment, that this amendment has taken place pursuant to the provisions of Wisconsin Statutes Section 66.1105(5)(cm).

BE IT FURTHER RESOLVED THAT pursuant to Section 66.1105(5)(f) of the Wisconsin Statutes that the City Assessor is hereby authorized and directed to make notations to the assessment roll under Wisconsin Statutes Section 70.45, and the City Clerk is hereby authorized and directed to make similar notations on the tax roll made under Wisconsin Statutes Section 70.65, pursuant to Wisconsin Statutes.

Passed and approved this ____ day of November, 2016.

Recommended by: _____
Motion/Second: _____
Vote: _____
Pass/Fail: _____
Requires: __ Majority Vote __ 2/3 Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk

September 28, 2016

Tax Incremental District #10
Project Plan Amendment #1

CITY OF MENASHA, WISCONSIN



Joint Review Board Meeting Held:	October 18, 2016
Public Hearing Held:	October 18, 2016
Adoption by Plan Commission:	October 18, 2016
Adoption by Common Council:	Scheduled for Consideration November 7, 2016
Approval by the Joint Review Board:	Scheduled for Consideration November 8, 2016

Introduction

The City of Menasha ("City") created Tax Increment District #10 ("TID #10") as a blighted area district in May, 2006. This is the first amendment to TID #10. The amendment seeks to change the project plan but will not affect territory in TID #10. Therefore, it will not be counted against the maximum of four allowable territorial amendments. A map of the current TID#10 boundaries is included on the following page.

It is recognized that TID #10 has positive surplus funds due to a higher than expected increment resulting from its creation. Therefore, the project plan for TID #10 is proposed to provide an opportunity to use excess funds in TID #10 to capitalize the City of Menasha Housing Rehabilitation Fund. Such fund is to be used within a ½ mile radius of the TID #10 boundaries.

Statement of Kind, Number and Location of Proposed Public Works or Other Projects

This amendment provides the authority for the District to expend funds within a ½ mile radius of its boundaries as described in the Detailed List of Project Costs. This cost category is specifically added to the Project Plan, and the statement of kind, number and location of proposed public works and other projects as documented in the original Project Plan otherwise remains in effect.

Detailed List of Project Costs

The proposed improvements consist of the capitalization of monies into the City of Menasha Housing Rehabilitation Fund from TID #10 using increment above and beyond its project costs as granted under the authority of Wisconsin Statute 66.1105(2)(f)1.a and 66.1105(2)(f)1.L. The Housing Rehabilitation Funds are to be used in an annual rehabilitation program up to \$50,000 per year or as permitted from available future increment for projects within a ½ mile radius of the TID #10 District Boundaries under the authority provided by Wisconsin Statute 66.1105(2)(f)1.n.

Map of Current District Boundaries



Map Showing Existing Uses and Conditions

There will be neither changes to District boundaries nor any changes to the existing uses and conditions within the District as a result of this Amendment. Please refer to the original TID Project Plan for prior maps showing the existing uses and conditions of property.

Economic Feasibility Study, Financing Methods and the Time When Costs or Monetary Obligations are to be Incurred

Since the funds will only be allocated if there is enough increment to pay off the project costs, this amendment is economically feasible. Presented on the following page is the current cash flow table for the TID #10 increment indicating that there will be enough funds to pay off the project costs.

TAX INCREMENTAL FINANCING DISTRICT #10 - Fund 487

9/21/2016

TAX YEAR / COLLECTION YEAR	TAX INCREMENT	TIF (TAX) RATE	TIF AMOUNT	EXEMPT COMPUTER AID	OTHER REVENUES	DEBT SERVICE	OTHER EXPENSES	ADVANCE FROM TID #5	NEW BORROWING	END OF YEAR FUND BALANCE
2005/2006			\$0	\$0	\$0	\$7,436	\$366,214		\$375,000	\$1,350
2006/2007			\$0	\$0	\$0	\$23,563	\$3,139		\$0	(\$25,352)
2007/2008			\$59,449	\$12,581	\$0	\$34,111				\$12,567
2008/2009			\$82,516	\$10,562	\$0	\$34,110				\$71,535
2009/2010			\$72,996	\$10,554	\$0	\$34,110	\$5,506			\$115,469
2010/2011			\$70,538	\$9,345	\$0	\$409,110	\$30,480	\$250,000		\$5,762
2011/2012	\$1,512,100	\$27.198	\$41,126	\$4,945	\$0	\$9,391	\$12,616	(\$29,000)		\$827
2012/2013	\$2,263,800	\$27.877	\$63,109	\$11,072	\$0	\$0	\$7,563			\$67,444
2013/2014	\$1,397,500	\$28.207	\$39,420	\$28,933	\$0	\$0	\$3,305			\$132,492
2014/2015	\$1,743,100	\$28.056	\$48,905	\$20,557	\$250,000	\$0	\$281,119			\$170,835
2015/2016	\$2,438,200	\$27.976	\$68,212	\$14,450			\$36,483	(\$221,000)		(\$3,986)
2016/2017	\$2,710,100	\$27.976	\$75,819				\$55,983			\$15,850
2017/2018	\$2,588,600	\$27.976	\$72,420				\$30,983			\$57,287
2018/2019	\$2,588,600	\$27.976	\$72,420				\$30,983			\$98,724
2019/2020	\$2,588,600	\$27.976	\$72,420				\$430,983			(\$259,839)
2020/2021	\$2,588,600	\$27.976	\$72,420				\$30,983			(\$218,402)
2021/2022	\$2,588,600	\$27.976	\$72,420				\$30,983			(\$176,965)
2022/2023	\$2,588,600	\$27.976	\$72,420				\$30,983			(\$135,528)
2023/2024	\$2,588,600	\$27.976	\$72,420				\$30,983			(\$94,091)
2024/2025	\$2,588,600	\$27.976	\$72,420				\$30,983			(\$52,655)
2025/2026	\$2,588,600	\$27.976	\$72,420				\$30,983			(\$11,218)
2026/2027	\$2,588,600	\$27.976	\$72,420				\$30,983			\$30,219
2027/2028	\$2,588,600	\$27.976	\$72,420				\$30,983			\$71,656
2028/2029	\$2,588,600	\$27.976	\$72,420							\$144,076
2029/2030	\$2,588,600	\$27.976	\$72,420							\$216,496
2030/2031	\$2,588,600	\$27.976	\$72,420							\$288,916
2031/2032	\$2,588,600	\$27.976	\$72,420							\$361,336
2032/2033	\$2,588,600	\$27.976	\$72,420							\$433,756
2033/2034	\$2,588,600	\$27.976	\$72,420							\$506,176

Map Showing Proposed Improvements and Uses

There will not be any changes to the TID #10 boundaries or to the existing uses and conditions within TID #10 as a result of this Project Plan Amendment. Please refer to the original Project Plan for maps detailing the proposed improvements and property within TID #10.

Proposed Changes to the Zoning Ordinance, Master Plan, Building Codes and City Ordinances

No changes to the Zoning Ordinance or Master Plan are anticipated to be proposed to accommodate the amended TID #10. The development and improvements associated with this plan is consistent with City Zoning and the City's Master Plan.

Non-Project Costs

Non-Project Costs are costs for projects to be undertaken within Tax Increment District #10 that will be paid from sources other than tax increments. The City of Menasha does not anticipate that there will be any Non-Project Costs associated with the adoption of this Project Plan Amendment.

Relocation of Persons or Businesses

The City expects no persons or businesses to be displaced as a result of the implementation of the amended TID #10. If such displacement is necessary, then relocation procedures of Chapter 32 of the Wisconsin Statutes will be followed.

Orderly Development of the City of Menasha

The viability of the original Tax Increment District #10 Project Plan as it relates to the orderly development of the City of Menasha will not be impacted by this Project Plan Amendment.

Opinion of the Attorney of the City of Menasha Advising Whether the Plan is Complete and Complies with Wisconsin Statutes 66.1105

September 30, 2016

Mayor Donald Merkes
City of Menasha
140 Main Street
Menasha, Wisconsin 54952

RE: City of Menasha, Wisconsin Tax Incremental District #10 Amendment

Dear Mayor:

As City Attorney for the City of Menasha, I have reviewed the Project Plan and, in my opinion, have determined that it is complete and complies with Wisconsin Statutes Section 66.1105(4)(f).

Sincerely,

A handwritten signature in black ink that reads "Pamela Captain". The signature is written in a cursive, flowing style.

Attorney Pamela Captain
City of Menasha



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
- Loan 2014101.02 - \$1,480,000.00 / Purpose - Lake Park / Six Year Loan / Interest Rate currently at 3.75% and will be 3.00%
- Loan 2015043.01 - \$820,500.00 / Purpose – 2014 CIP Funds / Eight Year Loan / Interest Rate currently at 3.50% and will be 3.00%
- Loan 2015043.02 - \$763,441.58 / Purpose – TID 5 / Five Year Loan / Interest Rate currently at 3.50% and will be 2.50%
- Loan 2015043.03 - \$882,200.00 / Purpose – Lake Park / Six Year Loan / Interest Rate currently at 3.50% and will be 3.00%

- Loan 2016030.01 - \$875,000.00 / Purpose – 2015 CIP Funds / Nine Year Loan / Interest Rate currently at 3.25% and will be 3.00%
- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
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- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-33-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$1,362,372.00 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of One Million Three Hundred Sixty Two Thousand Three Hundred Seventy Two And 00/100 Dollars (\$1,362,372.00) for the purpose of financing 2016 capital improvement projects and for no other purpose.

The loan is to be payable within 10 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 3.00 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except financing 2016 capital improvement projects without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
- Loan 2014101.02 - \$1,480,000.00 / Purpose - Lake Park / Six Year Loan / Interest Rate currently at 3.75% and will be 3.00%
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- Loan 2016030.01 - \$875,000.00 / Purpose – 2015 CIP Funds / Nine Year Loan / Interest Rate currently at 3.25% and will be 3.00%
- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-34-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$337,000.00 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Three Hundred Thirty Seven Thousand And 00/100 Dollars (\$337,000.00) for the purpose of financing TID #13 improvements and for no other purpose.

The loan is to be payable within 10 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 3.00 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except financing TID #13 improvements without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands

agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
- Loan 2014101.02 - \$1,480,000.00 / Purpose - Lake Park / Six Year Loan / Interest Rate currently at 3.75% and will be 3.00%
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The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-35-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$478,315.00 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Four Hundred Seventy Eight Thousand Three Hundred Fifteen And 00/100 Dollars (\$478,315.00) for the purpose of refinancing WPPI loan and for no other purpose.

The loan is to be payable within 5 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 2.50 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except refinancing WPPI loan without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands

agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

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Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
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- Loan 2015043.02 - \$763,441.58 / Purpose – TID 5 / Five Year Loan / Interest Rate currently at 3.50% and will be 2.50%
- Loan 2015043.03 - \$882,200.00 / Purpose – Lake Park / Six Year Loan / Interest Rate currently at 3.50% and will be 3.00%

- Loan 2016030.01 - \$875,000.00 / Purpose – 2015 CIP Funds / Nine Year Loan / Interest Rate currently at 3.25% and will be 3.00%
- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-36-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$1,159,685.00 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of One Million One Hundred Fifty Nine Thousand Six Hundred Eighty Five And 00/100 Dollars (\$1,159,685.00) for the purpose of financing public infrastructure projects and for no other purpose.

The loan is to be payable within 10 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 3.00 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except financing public infrastructure projects without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
- Loan 2014101.02 - \$1,480,000.00 / Purpose - Lake Park / Six Year Loan / Interest Rate currently at 3.75% and will be 3.00%
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- Loan 2015043.02 - \$763,441.58 / Purpose – TID 5 / Five Year Loan / Interest Rate currently at 3.50% and will be 2.50%
- Loan 2015043.03 - \$882,200.00 / Purpose – Lake Park / Six Year Loan / Interest Rate currently at 3.50% and will be 3.00%

- Loan 2016030.01 - \$875,000.00 / Purpose – 2015 CIP Funds / Nine Year Loan / Interest Rate currently at 3.25% and will be 3.00%
- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-37-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$343,200.00 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Three Hundred Forty Three Thousand Two Hundred And 00/100 Dollars (\$343,200.00) for the purpose of financing purchase and improvement of Valley Road property and for no other purpose.

The loan is to be payable within 2 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 2.50 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except financing purchase and improvement of Valley Road Property without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
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- Loan 2015043.02 - \$763,441.58 / Purpose – TID 5 / Five Year Loan / Interest Rate currently at 3.50% and will be 2.50%
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- Loan 2016030.01 - \$875,000.00 / Purpose – 2015 CIP Funds / Nine Year Loan / Interest Rate currently at 3.25% and will be 3.00%
- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-38-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$3,039,013.14 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Three Million Thirty Nine Thousand Thirteen And 14/100 Dollars (\$3,039,013.14) for the purpose of refinancing BCPL Loan #2013005.01 and for no other purpose.

The loan is to be payable within 10 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 3.00 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except refinancing BCPL Loan #2013005.01 without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands

agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
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The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-39-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$3,002,187.13 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Three Million Two Thousand One Hundred Eighty Seven And 13/100 Dollars (\$3,002,187.13) for the purpose of refinancing BCPL Loan #2013009.01 and for no other purpose.

The loan is to be payable within 14 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 3.50 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except refinancing BCPL Loan #2013009.01 without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands

agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
- Loan 2014101.02 - \$1,480,000.00 / Purpose - Lake Park / Six Year Loan / Interest Rate currently at 3.75% and will be 3.00%
- Loan 2015043.01 - \$820,500.00 / Purpose – 2014 CIP Funds / Eight Year Loan / Interest Rate currently at 3.50% and will be 3.00%
- Loan 2015043.02 - \$763,441.58 / Purpose – TID 5 / Five Year Loan / Interest Rate currently at 3.50% and will be 2.50%
- Loan 2015043.03 - \$882,200.00 / Purpose – Lake Park / Six Year Loan / Interest Rate currently at 3.50% and will be 3.00%

- Loan 2016030.01 - \$875,000.00 / Purpose – 2015 CIP Funds / Nine Year Loan / Interest Rate currently at 3.25% and will be 3.00%
- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-40-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$680,195.13 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Six Hundred Eighty Thousand One Hundred Ninety Five And 13/100 Dollars (\$680,195.13) for the purpose of refinancing BCPL Loan #2013008.01 and for no other purpose.

The loan is to be payable within 5 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 2.50 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except refinancing BCPL Loan #2013008.01 without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands

agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
- Loan 2014101.02 - \$1,480,000.00 / Purpose - Lake Park / Six Year Loan / Interest Rate currently at 3.75% and will be 3.00%
- Loan 2015043.01 - \$820,500.00 / Purpose – 2014 CIP Funds / Eight Year Loan / Interest Rate currently at 3.50% and will be 3.00%
- Loan 2015043.02 - \$763,441.58 / Purpose – TID 5 / Five Year Loan / Interest Rate currently at 3.50% and will be 2.50%
- Loan 2015043.03 - \$882,200.00 / Purpose – Lake Park / Six Year Loan / Interest Rate currently at 3.50% and will be 3.00%

- Loan 2016030.01 - \$875,000.00 / Purpose – 2015 CIP Funds / Nine Year Loan / Interest Rate currently at 3.25% and will be 3.00%
- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-41-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$1,989,000.00 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of One Million Nine Hundred Eighty Nine Thousand And 00/100 Dollars (\$1,989,000.00) for the purpose of refinancing BCPL Loan #2014101.01 and for no other purpose.

The loan is to be payable within 4 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 2.50 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except refinancing BCPL Loan #2014101.01 without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands

agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
- Loan 2014101.02 - \$1,480,000.00 / Purpose - Lake Park / Six Year Loan / Interest Rate currently at 3.75% and will be 3.00%
- Loan 2015043.01 - \$820,500.00 / Purpose – 2014 CIP Funds / Eight Year Loan / Interest Rate currently at 3.50% and will be 3.00%
- Loan 2015043.02 - \$763,441.58 / Purpose – TID 5 / Five Year Loan / Interest Rate currently at 3.50% and will be 2.50%
- Loan 2015043.03 - \$882,200.00 / Purpose – Lake Park / Six Year Loan / Interest Rate currently at 3.50% and will be 3.00%

- Loan 2016030.01 - \$875,000.00 / Purpose – 2015 CIP Funds / Nine Year Loan / Interest Rate currently at 3.25% and will be 3.00%
- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-42-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$1,480,000.00 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of One Million Four Hundred Eighty Thousand And 00/100 Dollars (\$1,480,000.00) for the purpose of refinancing BCPL Loan #2014101.02 and for no other purpose.

The loan is to be payable within 6 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 3.00 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except refinancing BCPL Loan #2014101.02 without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands

agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
- Loan 2014101.02 - \$1,480,000.00 / Purpose - Lake Park / Six Year Loan / Interest Rate currently at 3.75% and will be 3.00%
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- Loan 2015043.02 - \$763,441.58 / Purpose – TID 5 / Five Year Loan / Interest Rate currently at 3.50% and will be 2.50%
- Loan 2015043.03 - \$882,200.00 / Purpose – Lake Park / Six Year Loan / Interest Rate currently at 3.50% and will be 3.00%

- Loan 2016030.01 - \$875,000.00 / Purpose – 2015 CIP Funds / Nine Year Loan / Interest Rate currently at 3.25% and will be 3.00%
- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-43-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$820,500.00 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Eight Hundred Twenty Thousand Five Hundred And 00/100 Dollars (\$820,500.00) for the purpose of refinancing BCPL Loan #2015043.01 and for no other purpose.

The loan is to be payable within 8 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 3.00 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except refinancing BCPL Loan #2015043.01 without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands

agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
- Loan 2014101.02 - \$1,480,000.00 / Purpose - Lake Park / Six Year Loan / Interest Rate currently at 3.75% and will be 3.00%
- Loan 2015043.01 - \$820,500.00 / Purpose – 2014 CIP Funds / Eight Year Loan / Interest Rate currently at 3.50% and will be 3.00%
- Loan 2015043.02 - \$763,441.58 / Purpose – TID 5 / Five Year Loan / Interest Rate currently at 3.50% and will be 2.50%
- Loan 2015043.03 - \$882,200.00 / Purpose – Lake Park / Six Year Loan / Interest Rate currently at 3.50% and will be 3.00%

- Loan 2016030.01 - \$875,000.00 / Purpose – 2015 CIP Funds / Nine Year Loan / Interest Rate currently at 3.25% and will be 3.00%
- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-44-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$763,441.58 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Seven Hundred Sixty Three Thousand Four Hundred Forty One And 58/100 Dollars (\$763,441.58) for the purpose of refinancing BCPL Loan #2015043.02 and for no other purpose.

The loan is to be payable within 5 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 2.50 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except refinancing BCPL Loan #2015043.02 without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands

agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes
Motion/Second: _____
Vote: _____
Pass/Fail: _____
Requires: Majority Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS}Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
- Loan 2014101.02 - \$1,480,000.00 / Purpose - Lake Park / Six Year Loan / Interest Rate currently at 3.75% and will be 3.00%
- Loan 2015043.01 - \$820,500.00 / Purpose – 2014 CIP Funds / Eight Year Loan / Interest Rate currently at 3.50% and will be 3.00%
- Loan 2015043.02 - \$763,441.58 / Purpose – TID 5 / Five Year Loan / Interest Rate currently at 3.50% and will be 2.50%
- Loan 2015043.03 - \$882,200.00 / Purpose – Lake Park / Six Year Loan / Interest Rate currently at 3.50% and will be 3.00%

- Loan 2016030.01 - \$875,000.00 / Purpose – 2015 CIP Funds / Nine Year Loan / Interest Rate currently at 3.25% and will be 3.00%
- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-45-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$882,200.00 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Eight Hundred Eighty Two Thousand Two Hundred And 00/100 Dollars (\$882,200.00) for the purpose of refinancing BCPL Loan #2015043.03 and for no other purpose.

The loan is to be payable within 6 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 3.00 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except refinancing BCPL Loan #2015043.03 without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands

agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
- Loan 2014101.02 - \$1,480,000.00 / Purpose - Lake Park / Six Year Loan / Interest Rate currently at 3.75% and will be 3.00%
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- Loan 2015043.02 - \$763,441.58 / Purpose – TID 5 / Five Year Loan / Interest Rate currently at 3.50% and will be 2.50%
- Loan 2015043.03 - \$882,200.00 / Purpose – Lake Park / Six Year Loan / Interest Rate currently at 3.50% and will be 3.00%

- Loan 2016030.01 - \$875,000.00 / Purpose – 2015 CIP Funds / Nine Year Loan / Interest Rate currently at 3.25% and will be 3.00%
- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-46-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$875,000.00 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Eight Hundred Seventy Five Thousand And 00/100 Dollars (\$875,000.00) for the purpose of refinancing BCPL Loan #2016030.01 and for no other purpose.

The loan is to be payable within 9 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 3.00 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except refinancing BCPL Loan #2016030.01 without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands

agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steend, ^{PS} Administrative Services Director

Date: November 3, 2016

RE: Resolutions R-33-16 through R-47-16 / Resolutions Executing 2016 General Obligation Borrowing and 2016 Refinancings

BACKGROUND

Following the approval of: the 2016 Budget, the preliminary borrowing plan for 2016 (Resolution R-39-15), the Capital Budget Adjustments authorized by Council in 2016, and the annual analysis of the City's current debt obligations, the final step in the process is to execute the borrowings to obtain the needed funds for these purposes.

ANALYSIS

The following are the details regarding the currently recommended borrowings:

(New Money Borrowings with the State Trust Fund Loan Program)

Resolution R-33-16 - 2016 Capital Projects Borrowing - \$1,362,372: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the following: a number of street and sidewalk improvements, a parking lot, a fire truck, Trestle Trail improvements, and miscellaneous other projects/equipment projects. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-34-16 - 2016 TID 13 Borrowing - \$337,000: This portion of the borrowing includes the new money borrowing, as approved in the 2016 Budget and Resolution R-39-15, for the approved TID 13 infrastructure improvements. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-35-16 - 2016 WPPI Loan Refinancing Borrowing - \$478,315: This portion of the borrowing includes the new money borrowing through the State Trust Fund Loan Program to refinance the monies owed to WPPI from the 2011 transactions, as approved in Resolution R-15-16. This is a five year loan with an interest rate on this new money borrowing (new to the State Trust Fund Loan Program) of 2.5%. This replaces the current loan with a 3% interest rate.

Resolution R-36-16 – 2016 Public Infrastructure Borrowing (Future Special Assessments) - \$1,159,685: This portion of the borrowing includes the new money borrowing, in the amount of \$751,685 (Vans Development Agreement), as approved in the 2016 Budget and Resolution R-39-15, and in the amount of \$408,000 (Woodlands Development Agreement), as approved in Resolution R-9-16, both for public infrastructure that will be repaid with special assessments. This is a ten year loan with an interest rate on this new money borrowing of 3.00%.

Resolution R-37-16 – 2016 Public Infrastructure Borrowing - \$343,200: This portion of the borrowing includes the new money borrowing, in the amount of \$343,200, as approved in Resolution R-39-15, for the purchase and improvement of the 867 Valley Road property. This is a two year loan with an interest rate on this new money borrowing of 2.50%.

(Refinancings with the State Trust Fund Loan Program)

Resolutions R-38-16 through R-Refinancing - \$14,270,357.82: The refinancing for 2016 includes the following State Trust Fund Loans:

- Loan 2013005.01 - \$3,039,013.14 / Purpose - TID's 7, 8, and 9 / Ten Year Loan / Interest Rate currently at 4.00% and will be 3.00%
- Loan 2013009.01 - \$3,0002,187.13 / Purpose - Steam Plant Debt / Fourteen Year Loan / Interest Rate currently at 4.00% and will be 3.50%
- Loan 2013008.01 - \$680,195.13 / Purpose - Public Works / TID 6 / Five Year Loan / Interest Rate currently at 3.00% and will be 2.50%
- Loan 2014101.01 - \$1,989,000.00 / Purpose - Lake Park / Four Year Loan / Interest Rate currently at 3.75% and will be 2.50%
- Loan 2014101.02 - \$1,480,000.00 / Purpose - Lake Park / Six Year Loan / Interest Rate currently at 3.75% and will be 3.00%
- Loan 2015043.01 - \$820,500.00 / Purpose – 2014 CIP Funds / Eight Year Loan / Interest Rate currently at 3.50% and will be 3.00%
- Loan 2015043.02 - \$763,441.58 / Purpose – TID 5 / Five Year Loan / Interest Rate currently at 3.50% and will be 2.50%
- Loan 2015043.03 - \$882,200.00 / Purpose – Lake Park / Six Year Loan / Interest Rate currently at 3.50% and will be 3.00%

- Loan 2016030.01 - \$875,000.00 / Purpose – 2015 CIP Funds / Nine Year Loan / Interest Rate currently at 3.25% and will be 3.00%
- Loan 2016065.01 - \$738,820.87 / Purpose – TID 11 / Seventeen Year Loan / Interest Rate currently at 3.75% and will be 3.50%

The reason for these ten refundings is interest savings only. As noted above, the interest rates on the current debt range from 3.00% to 4.00%, and the interest rates on the new debt will range from 2.50% to 3.50%, thereby saving the City of Menasha approximately \$541,000 over the course of the remaining years of the loans. The repayment schedule is not changing due to the refinancings, except for the lowered interest payments required due to the refinancings.

FISCAL IMPACT

The above amount of \$3,202,257, for the new money borrowing, exclusive of the new borrow for the WPPI obligation (since it is already accounted for in the city's debt records), will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund / TID Funds / Special Assessments. And, the refinancings are already factored into the current obligations and will be repaid, as applicable, per issue.

RECOMMENDATION

Staff recommends adoption of the above noted resolutions.



RESOLUTION R-47-16

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$738,820.87 FROM THE STATE TRUST FUNDS, AND AUTHORIZING THE BORROWING AND THE ISSUANCE OF CERTIFICATES OF INDEBTEDNESS AND LEVYING A TAX IN CONNECTION THEREWITH

The following preamble and resolutions were presented by Mayor Merkes and were read into the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2), Wisconsin Statutes, means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under sec. 60.71 or 60.72, metropolitan sewerage district created under sec. 200.05 or 200.23, joint sewerage system created under sec. 281.43 (4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Seven Hundred Thirty Eight Thousand Eight Hundred Twenty And 87/100 Dollars (\$738,820.87) for the purpose of refinancing BCPL Loan #2016065.01 and for no other purpose.

The loan is to be payable within 17 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 3.50 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the City of Menasha, in the Counties of Calumet and Winnebago, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the City of Menasha by such loan from the state be applied or paid out for any purpose except refinancing BCPL Loan #2016065.01 without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands

agrees to make the loan, that the Mayor and Clerk of the City of Menasha in the Counties of Calumet and Winnebago, Wisconsin, are authorized and empowered, in the name of the City to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the City pursuant to this resolution. The Mayor and Clerk of the City will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the “aye” and “no” vote by which they were adopted, be recorded, and that the Clerk of this City forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

Passed and approved this 7th day of November, 2016.

Recommended by: Mayor Merkes

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: Majority Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk

AP Check Register

Check Date: 10/20/2016

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
ACC PLANNED SERVICE INC	55590	10/20/2016	17348	100-0501-522.24-03	191.57	Diaphragm/Filters/Belts
				100-0801-521.24-03	287.35	Diaphragm/Filters/Belts
Total for check: 55590					478.92	
ACCURATE	55591	10/20/2016	1612983	731-1022-541.30-18	32.05	Cable Ties/Supplies
Total for check: 55591					32.05	
AIRGAS USA LLC	55592	10/20/2016	9055781044	731-1022-541.30-18	137.33	Acetylene
Total for check: 55592					137.33	
APPANASHA PET CLINIC	55593	10/20/2016	292551	824-0807-521.21-05	34.73	Geller
Total for check: 55593					34.73	
CITY OF APPLETON	55594	10/20/2016	233139	100-0918-531.21-06	500.00	Preparedness Agreement
Total for check: 55594					500.00	
AT&T	55595	10/20/2016	920R09453010	100-1001-514.22-01	110.90	Alarms
				601-1020-543.22-01	290.50	Alarms
Total for check: 55595					401.40	
AWW SNAP! PHOTO BOOTHS LLC	55596	10/20/2016	1617	210-0103-511.20-05	625.00	Rental-Hometown Halloween
Total for check: 55596					625.00	
BAYCOM INC	55597	10/20/2016	SRVCE0000004423	100-0801-521.29-04	35.63	Converted Radio to Remote
Total for check: 55597					35.63	

AP Check Register
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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
BECK ELECTRIC INC	55598	10/20/2016	O1116-COM-ED-20	100-1008-541.24-04	289.00	Electrician Services Traffic Signals
Total for check: 55598					289.00	
BERGSTROM	55599	10/20/2016	288291C	100-0801-521.29-04	384.25	Vehicle Maintenance
Total for check: 55599					384.25	
BROCK WHITE COMPANY	55600	10/20/2016	12679164-00	625-1010-541.30-18	536.40	Pondseal Aquablok
		10/20/2016	12681694-00	100-0703-553.30-18	34.61	Tammspatch
		10/20/2016	12681785-00	100-0703-553.30-18	(978.84)	Credit
		10/20/2016	12681788-00	100-1008-541.24-03	(24.80)	Credit
		10/20/2016	12683589-00	100-0703-553.24-03	39.18	Epoxy
		10/20/2016	12720516-00	100-0703-553.30-18	91.22	Euclid
		10/20/2016	12720518-00	100-0704-552.24-05	400.82	Euclid
Total for check: 55600					98.59	
PAO CHANG	55601	10/20/2016	129076	210-0000-467.00-00	24.82	FFM Reimbursement
Total for check: 55601					24.82	
CRESCENT ELECTRIC SUPPLY COMPANY	55602	10/20/2016	S502447534.002	100-1008-541.30-18	54.93	Splice Kits
Total for check: 55602					54.93	
CULLIGAN WATER CONDITIONING	55603	10/20/2016	718387	100-1001-514.20-01	12.60	Water
Total for check: 55603					12.60	
UNEMPLOYMENT INSURANCE	55604	10/20/2016	000007955517	100-0702-552.15-09	59.12	Unemployment Compensation
Total for check: 55604					59.12	

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
FOX CITIES PARTY RENTAL	55605	10/20/2016	318668	210-0103-511.20-05	680.00	Tent - Hometown Halloween
			Total for check: 55605		680.00	
FOX CITIES ROOM TAX COMMISSION	55606	10/20/2016	FOX CITIES RTC	100-0415-513.21-01	300.00	Legal Fees-Room Tax Comm
			Total for check: 55606		300.00	
FOX VALLEY HUMANE ASSOCIATION	55607	10/20/2016	AUGUST	100-0806-532.25-01	1,075.51	August Service
			Total for check: 55607		1,075.51	
FUN PROS LLC	55608	10/20/2016	139	210-0103-511.20-05	200.00	Games- Hometown Halloween
			Total for check: 55608		200.00	
GALLS LLC	55609	10/20/2016	006132582	100-0801-521.19-03	59.85	Name Plate/Pins
			Total for check: 55609		59.85	
GRAPHIC COMPOSITION INC	55610	10/20/2016	245525	100-0801-521.29-01	186.00	Mailing Labels
			Total for check: 55610		186.00	
GREEN BAY MUNICIPAL COURT	55611	10/20/2016	GREEN BAY MC	100-0000-201.03-00	188.00	Bond/MPD 16-3227
			Total for check: 55611		188.00	
GRIESBACH READY-MIX LLC	55612	10/20/2016	3582	470-1009-541.82-02	1,363.50	Concrete
			Total for check: 55612		1,363.50	
GUSTMAN CHEVROLET SALES INC	55613	10/20/2016	41094	731-1022-541.38-03	303.34	Parts
		10/20/2016	41114	731-1022-541.38-03	74.29	Yoke/Joint Kit/Gasket
			Total for check: 55613		377.63	

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HEARTLAND BUSINESS SYSTEMS	55614	10/20/2016	HBS00535194	743-0403-513.24-04	30.00	Domain Name Renewal
			Total for check: 55614		30.00	
DONALD HIETPAS & SONS INC	55615	10/20/2016	HIETPAS	601-1020-543.24-05	23,452.99	Pipe/Manhole Install-3rd
			Total for check: 55615		23,452.99	
PATRICK JAMES	55616	10/20/2016	AUGUST 2016	743-0403-513.33-01	44.35	August Mileage
		10/20/2016	JULY 2016	743-0403-513.33-01	18.25	July Mileage
		10/20/2016	SEPTEMBER 2016	743-0403-513.33-01	16.83	September Mileage
			Total for check: 55616		79.43	
JX ENTERPRISES INC	55617	10/20/2016	G-262360005	731-1022-541.38-03	11.21	Cap-Radiator
		10/20/2016	G-262420005	731-1022-541.38-03	331.02	Switch-Battery/Kit-Retro Kit-Piggyback/Tubing
			Total for check: 55617		342.23	
KIESLER'S POLICE SUPPLY INC	55618	10/20/2016	0806309	100-0801-521.30-15	218.00	Police Equipment
			Total for check: 55618		218.00	
KWIK TRIP INC	55619	10/20/2016	00244691	100-0801-521.38-01	125.45	September Fuel
			Total for check: 55619		125.45	
LEE RECREATION LLC	55620	10/20/2016	10910-16	470-0703-553.80-05	43,954.00	Play Equipment
		10/20/2016	10911-16	470-0703-553.80-05	700.00	Benches
			Total for check: 55620		44,654.00	
LINCOLN CONTRACTORS SUPPLY INC	55621	10/20/2016	K72255	731-1022-541.38-03	7.21	Bulb/Filter
			Total for check: 55621		7.21	

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MARCO TECHNOLOGIES LLC	55622	10/20/2016	INV3696393	743-0403-513.29-01	16.84	1st FI Copier Usage Fee
Total for check: 55622					16.84	
MENARDS-APPLETON EAST	55623	10/20/2016	2696	100-0703-553.24-03	109.92	FVP RV Marine
			2745	100-0501-522.24-03	25.95	Electrical Supplies
				100-0601-551.24-03	61.93	Electrical Supplies
Total for check: 55623					197.80	
MENASHA UTILITIES	55624	10/20/2016	MENASHA UTILITY	100-0000-123.00-00	1,160.77	Electric
					240.49	Water/Sewer
					59.95	Storm
					6.84	Electric
				100-0305-562.22-03	18.38	Electric
				100-0305-562.22-06	9.90	Storm
				100-0601-551.22-03	4,513.45	Electric
				100-0601-551.22-05	838.20	Water/Sewer
				100-0601-551.22-06	136.95	Storm
				100-0703-553.22-03	1,404.92	Electric
				100-0703-553.22-05	56.42	Water/Sewer
				100-0703-553.22-06	871.21	Storm
				100-0704-552.22-03	669.44	Electric
				100-0704-552.22-05	441.00	Water/Sewer
				100-0801-521.22-03	1,602.97	Electric
					24.48	Electric
				100-0801-521.22-05	332.11	Water/Sewer
				100-0801-521.22-06	82.78	Storm
				100-1001-514.22-05	12.38	Water/Sewer
				100-1001-514.22-06	3.30	Storm
100-1008-541.22-03	285.52	Electric				
100-1008-541.22-05	56.42	Water/Sewer				
100-1013-541.22-06	57.75	Storm				
207-0707-552.22-05	217.80	Water/Sewer				
266-1028-543.22-06	96.53	Storm				

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
MENASHA UTILITIES...	55624...	10/20/2016...	MENASHA UTILITY...	485-0304-562.22-06	43.73	Storm	
					19.80	Storm	
				501-0304-562.22-06	318.46	Storm	
				601-1020-543.22-03	72.87	Electric	
				731-1022-541.22-03	1,094.47	Electric	
				731-1022-541.22-05	445.50	Water/Sewer	
				731-1022-541.22-06	1,190.48	Storm	
Total for check: 55624					16,385.27		
MONROE TRUCK EQUIPMENT INC	55625	10/20/2016	760769	731-1022-541.38-03	43.12	Seals	
Total for check: 55625					43.12		
MORTON SAFETY	55626	10/20/2016	171341-00	731-1022-541.30-18	60.65	Eyeware/Wash/Armorskin	
Total for check: 55626					60.65		
NORTHEAST ASPHALT INC	55627	10/20/2016	PAYMENT 4	100-1003-541.82-02	11,639.14	Contract 2016-02	Street Const/Reconst
				470-1003-541.82-02	75,390.35	Contract 2016-02	Street Const/Reconst
				485-1009-541.82-02	12,640.00	Contract 2016-02	Street Const/Reconst
				492-1003-541.82-02	2,457.50	Contract 2016-02	Street Const/Reconst
Total for check: 55627					102,126.99		
JOSEPH POLZIEN	55628	10/20/2016	POLZIEN	100-0811-521.34-02	40.00	UDC Inspection License	
Total for check: 55628					40.00		
RUEKERT & MIELKE INC	55629	10/20/2016	116554	601-1020-543.21-02	467.68	Sewer Monitoring	Professional Services
			116555	601-1020-543.21-02	510.19	Sewer-Prof Services	
			116556	601-1020-543.21-02	42.52	Sewer Replacement	Professional Services
Total for check: 55629					1,020.39		

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
CATHERINE SCHMITT	55630	10/20/2016	DEPOSIT REFUND	100-0000-201.03-00	500.00	Return of Demo Deposit
Total for check: 55630					500.00	
SHOPKO STORES OPERATING CO LLC	55631	10/20/2016	90000014390018	100-0801-521.30-18	21.72	Medical Supplies
Total for check: 55631					21.72	
SMT MANUFACTURING & SUPPLY	55632	10/20/2016	0042052-IN	731-1022-541.38-03	178.30	Chain
Total for check: 55632					178.30	
STAPLES BUSINESS ADVANTAGE	55633	10/20/2016	3312263988	100-0801-521.30-10	(12.79)	CREDIT
		10/20/2016	3315852993	100-1001-514.30-18	29.99	Supplies
		10/20/2016	3315852994	100-1001-514.30-10	182.40	Supplies
				731-1022-541.30-10	94.95	Supplies
		10/20/2016	3315852995	100-0703-553.30-10	13.10	Supplies
		10/20/2016	3315853002	100-0801-521.30-10	12.30	Supplies
		10/20/2016	3315853003	100-0801-521.30-10	36.03	Supplies
		10/20/2016	3315853012	100-0203-512.30-10	5.59	Supplies
				100-0204-512.30-10	19.92	Supplies
				100-0405-513.30-10	5.22	Supplies
			100-0702-552.30-10	28.28	Supplies	
	10/20/2016	3315853013	100-0702-552.30-10	19.39	Supplies	
Total for check: 55633					434.38	
SUPERIOR CHEMICAL CORP	55634	10/20/2016	138439	731-1022-541.30-18	309.42	Degreaser
		10/20/2016	138448	100-1003-541.30-18	294.00	Asphalt/Adhesive Remover
Total for check: 55634					603.42	
SUPERIOR VISION INSURANCE PLAN	55635	10/20/2016	IA559792	100-0000-204.10-00	1,027.45	November Vision Insurance
Total for check: 55635					1,027.45	

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
TASC	55636	10/20/2016	IN877633	100-0202-512.21-06	260.00	Sept Flex Spend Mgmt Fee
Total for check: 55636					260.00	
NICHOLAS THORN	55637	10/20/2016	19247-C	100-0801-521.30-15	147.16	Equipment Reimbursement
Total for check: 55637					147.16	
UNIFIRST CORPORATION	55638	10/20/2016	097 0220796	731-1022-541.20-01	133.19	Mops/Mats/Clothing
Total for check: 55638					133.19	
UNIFORM SHOPPE	55639	10/20/2016	259288	100-0801-521.19-03	309.75	Uniforms
Total for check: 55639					309.75	
VERIZON WIRELESS	55640	10/20/2016	9773010131	100-0601-551.22-01	22.09	Cell Phone Charges
				100-0703-553.22-01	27.06	Cell Phone Charges
				100-0801-521.22-01	10.21	Cell Phone Charges
				100-1001-514.22-01	10.22	Cell Phone Charges
		10/20/2016	9773010135	743-0403-513.22-01	87.09	Sept Cell Phone Charges
		10/20/2016	9773010136	100-0801-521.22-01	718.63	Cell Phone Charges
		10/20/2016	9773010138	100-1002-541.22-01	30.01	Wifi for GPS Device
				625-1002-541.22-01	10.00	Wifi for GPS Device
Total for check: 55640					915.31	
VINTON CONSTRUCTION COMPANY	55641	10/20/2016	PAYMENT 2	493-0304-562.82-02	83,978.31	Contract 2016-01
Total for check: 55641					83,978.31	
WCA GROUP HEALTH TRUST	55642	10/20/2016	2038393	100-0000-204.08-00	122,927.32	November Health Insurance
				100-0000-204.11-00	8,501.38	November Health Insurance
Total for check: 55642					131,428.70	
WE ENERGIES	55643	10/20/2016	WE ENERGIES	100-0701-533.22-03	17.33	North Street

AP Check Register

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WE ENERGIES...	55643...	10/20/2016...	WE ENERGIES...	100-0701-533.22-03...	17.59	North Street
Total for check: 55643					34.92	
WIL-KIL PEST CONTROL	55644	10/20/2016	2991341	100-1019-552.20-07	28.00	Racine St Tower Contract
		10/20/2016	2991628	100-1019-552.20-07	111.75	Tower Cameras Contract Racine/Tayco
		10/20/2016	3025353	100-0501-522.24-03	100.00	430 First Contract
Total for check: 55644					239.75	
WINNEBAGO COUNTY TREASURER	55645	10/20/2016	RF101047	266-1029-543.25-01	2,002.00	Recycling
Total for check: 55645					2,002.00	
ANDREW WINTERS	55646	10/20/2016	RENTAL REFUND	100-0000-201.08-00	2.86	Rental Refund
				100-0000-441.23-00	67.14	Rental Refund
Total for check: 55646					70.00	
WISCONSIN MEDIA	55647	10/20/2016	0000164754	100-0405-513.29-02	677.76	Council Min/Resolutions
		10/20/2016	0000165398	100-0405-513.29-02	114.25	Public Hearings
Total for check: 55647					792.01	
XPO LOGISTICS FREIGHT INC	55648	10/20/2016	311-753466	100-0703-553.30-15	112.15	Equipment
Total for check: 55648					112.15	
					419,587.75	

AP Check Register

Check Date: 10/27/2016

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
ACCURATE	55649	10/27/2016	1613207	731-1022-541.30-18	84.44	Pipe Coupling/Seal Rings
Total for check: 55649					84.44	
AIRGAS USA LLC	55650	10/27/2016	9055983862	731-1022-541.30-18	21.72	Welderhelper
		10/27/2016	9939099139	731-1022-541.21-06	22.15	Cylinder Rental
		10/27/2016	9939099140	100-0703-553.21-06	22.45	Cylinder Rental
		10/27/2016	9939099141	731-1022-541.21-06	221.30	Cylinder Rental
Total for check: 55650					287.62	
LW ALLEN LLC	55651	10/27/2016	102044	601-1020-543.24-05	4,336.48	Hydromatic Pump 3rd & Kargus Lift Station
Total for check: 55651					4,336.48	
BAHCALL RUBBER CO INC	55652	10/27/2016	759633-001	731-1022-541.38-03	131.70	Water Suction Hose
Total for check: 55652					131.70	
BAYCOM INC	55653	10/27/2016	EQUIPINV_004750	100-0801-521.29-04	48.00	Dock Keys
Total for check: 55653					48.00	
CALNIN & GOSS INC	55654	10/27/2016	16521	100-1003-541.30-18	630.00	Topsoil
Total for check: 55654					630.00	
CALUMET COUNTY REGISTER OF DEEDS	55655	10/27/2016	4034623	100-0203-512.21-08	30.00	Document 516228
Total for check: 55655					30.00	
PAMELA A CAPTAIN	55656	10/27/2016	SEPTEMBER	100-0201-512.34-01	95.68	September Mileage
Total for check: 55656					95.68	
CARDMEMBER SERVICE	55661	10/27/2016	0007	100-0801-521.34-02	150.00	DOJ EPAY Conference
		10/27/2016	0015	100-0801-521.34-02	150.00	DOJ EPAY Conference

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CARDMEMBER SERVICE...	55661...	10/27/2016	0031	100-0801-521.34-02	150.00	DOJ EPAY Conference
		10/27/2016	0184	100-0401-513.30-10	125.85	Dividers for Budgets
		10/27/2016	0304	100-0601-551.30-16	6.99	Costco
		10/27/2016	0308	731-1022-541.30-18	176.37	Maint Shop Earmuff-Cabela
		10/27/2016	0320	100-0903-531.33-02	82.00	Stoney Creek Inn
		10/27/2016	0394	100-0601-551.30-14	11.51	Apl Itunes
		10/27/2016	0468	100-0801-521.30-15	24.95	Amazon Mktplace Pmts
		10/27/2016	0732	100-0601-551.30-14	18.98	OUR WI MAG
		10/27/2016	1292	100-0601-551.30-14	3.14	Apl Itunes
		10/27/2016	1365	100-0601-551.30-16	33.78	Walmart
		10/27/2016	1462	824-0807-521.30-15	41.00	BenJee Hallmark
		10/27/2016	1611	100-0801-521.30-11	47.63	UPS
		10/27/2016	1854	100-0706-561.30-18	434.55	Tree Stuff.com
		10/27/2016	1857	100-0706-561.30-18	284.95	Tree Stuff.com
		10/27/2016	2143	100-0601-551.24-03	40.00	DSPS EPay Lib RFP Valve Testing
		10/27/2016	2168	100-0601-551.24-03	40.00	DSPS EPay Lib RFP Valve Testing
		10/27/2016	2210	731-1022-541.38-03	33.47	Karteching
		10/27/2016	2374	100-0801-521.30-10	57.20	Tonerpirate.com
		10/27/2016	2390	100-0601-551.24-03	0.80	DSPS Service Fee Lib RFP Valve Testing
		10/27/2016	2408	100-0601-551.24-03	0.80	DSPS Service Fee Lib RFP Valve Testing
		10/27/2016	2493	824-0807-521.21-06	45.00	North American Police
		10/27/2016	2588	100-0601-551.30-16	18.98	Costco
		10/27/2016	2617	210-0103-511.30-16	161.33	OTC Brands
		10/27/2016	2880	100-0601-551.30-16	5.66	Walmart
		10/27/2016	2925	731-1022-541.30-18	9.47	Amazon-Otter Box
		10/27/2016	3075	100-0601-551.33-02	140.00	Wisconsin Library Assoc
				100-0601-551.33-03	24.00	Wisconsin Library Assoc
		10/27/2016	3311	470-0304-562.82-01	710.00	WE Energies
		10/27/2016	3507	100-0914-531.30-18	31.35	Vericor
				100-0918-531.30-15	1,925.00	Vericor
		10/27/2016	3680	824-0807-521.30-15	74.58	Ray Allen Manufacturing
		10/27/2016	3760	100-0703-553.30-18	351.00	Dog Waste Depot
		10/27/2016	4085	100-0904-531.30-15	65.26	Amazon Mktplace Pmts
	10/27/2016	4107	100-0801-521.30-18	58.95	Amazon Mktplace Pmts	

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CARDMEMBER SERVICE...	55661...	10/27/2016	4308	100-0601-551.24-03	(11.60)	Global Industrial-CREDIT
		10/27/2016	4400	100-0903-531.34-02	25.00	Mayo Clinic
		10/27/2016	4759	100-0801-521.34-02	200.00	PayPal
		10/27/2016	5210	470-0304-562.82-01	8.85	Paymentus-Service Fee
		10/27/2016	5269	100-0601-551.30-16	9.95	Lucid Software
		10/27/2016	5292	100-0202-512.21-06	12.50	Education Verification
		10/27/2016	5338	100-0801-521.30-15	65.75	Peavey Corp
		10/27/2016	5401	100-0811-521.34-02	99.00	PayPal
		10/27/2016	5597	100-0801-521.30-12	97.88	Printer
		10/27/2016	5736	100-0601-551.30-16	135.00	ADY SoundCloud
		10/27/2016	5771	100-0601-551.30-14	(0.70)	Apl Itunes - CREDIT
		10/27/2016	6210	100-0601-551.33-02	20.00	WI Dept of Financial
		10/27/2016	6245	100-0202-512.21-06	7.00	DOJ-Background Check
		10/27/2016	6293	100-0601-551.33-02	20.00	WI Dept of Financial
		10/27/2016	6580	100-0801-521.24-02	11.99	Amazon Mktplace Pmts
		10/27/2016	6638	100-0703-553.30-15	1,450.46	Mcmaster-Carr
		10/27/2016	6910	100-0202-512.21-06	12.50	Education Verification
		10/27/2016	7074	100-0202-512.21-06	12.50	Education Verification
		10/27/2016	7155	625-0706-561.30-18	8.99	Mills Fleet Farm
		10/27/2016	7218	100-0401-513.30-10	31.92	Binders for Budget
		10/27/2016	7353	100-0702-552.34-02	134.00	Chula Vista - Conference
		10/27/2016	7528	100-0801-521.30-11	99.89	AmazonPrime Membership
		10/27/2016	7645	100-0909-531.30-18	10.00	DSPS LIC
				100-0916-531.32-01	75.00	DSPS LIC
		10/27/2016	7695	100-0801-521.30-10	138.24	Amazon Mktplace Pmts
		10/27/2016	7728	100-1001-514.30-18	42.83	OSI Online Stores
		10/27/2016	8010	100-0801-521.24-05	196.65	Appleton Sign Company
		10/27/2016	8138	210-0103-511.29-03	199.72	Vistaprint.com
		10/27/2016	8152	100-0401-513.30-10	19.95	Binders for Budget
		10/27/2016	8294	100-0801-521.30-15	524.21	Eleven 10 LLC
		10/27/2016	8324	824-0807-521.30-15	50.98	Petsmart
		10/27/2016	8424	100-0801-521.29-04	21.68	Amazon.com
		10/27/2016	8476	100-0801-521.32-01	25.00	TLO Transunion
		10/27/2016	8483	100-0601-551.30-16	15.75	Solea Mexican Grill

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CARDMEMBER SERVICE...	55661...	10/27/2016	8831	100-0811-521.34-02	99.00	Kevin Wunderlin Llc
		10/27/2016	8951	100-0801-521.34-03	297.00	Hotel Mead & Conference
		10/27/2016	9484	100-0801-521.34-03	(51.00)	Hotel Mead-CREDIT
		10/27/2016	9524	625-0706-561.30-18	17.98	Mills Fleet Farm
		10/27/2016	9751	100-0601-551.30-16	48.33	Festival Foods
		10/27/2016	9770	824-0807-521.30-15	32.06	Pet Supplies Plus
		10/27/2016	9791	100-0201-512.32-02	204.00	Surveymonkey.com
		10/27/2016	9939	100-0703-553.34-03	150.42	Chula Vista
Total for check: 55661					10,103.23	
CEC	55662	10/27/2016	BILL214751	100-0501-522.24-03	28.00	Batteries
				100-0801-521.24-03	28.00	Batteries
Total for check: 55662					56.00	
CRESCENT ELECTRIC SUPPLY COMPANY	55663	10/27/2016	S502574817.001	100-0601-551.24-03	23.02	Plate
			S502575834.001	100-0601-551.30-13	50.78	Plug
Total for check: 55663					73.80	
D&B DISTRIBUTORS LLC	55664	10/27/2016	D 26082	731-1022-541.30-15	129.99	Die Grinder
Total for check: 55664					129.99	
DASH MEDICAL GLOVES	55665	10/27/2016	INV1016832	100-0904-531.30-18	35.90	Exam Gloves
Total for check: 55665					35.90	
JOHN DEERE FINANCIAL	55666	10/27/2016	77571314	100-1003-541.30-18	206.87	Seed Starter 3 Mulch/Seed
			77663767	100-1003-541.30-18	288.00	Seed
			77837638	470-1009-541.82-02	413.74	Seed Starter 3 Mulch/Seed
Total for check: 55666					908.61	

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TODD DREW	55667	10/27/2016	SEPTEMBER	470-0304-562.82-01	21.73	September - Postage
Total for check: 55667					21.73	
DUMKE & ASSOCIATES &	55668	10/27/2016	316 RACINE	100-0903-531.29-06	2,077.50	Rental - 316 Racine
Total for check: 55668					2,077.50	
ENVIROTECH	55669	10/27/2016	100216-6A	601-1020-543.30-15	25.87	Hydro X
Total for check: 55669					25.87	
FARRELL EQUIPMENT & SUPPLY CO INC	55670	10/27/2016	INV000000834674	100-1003-541.30-15	399.96	Curing Comp/Blade/Caulk Expansion Joints
				100-1003-541.30-18	378.94	Curing Comp/Blade/Caulk Expansion Joints
				625-1010-541.30-18	270.00	Curing Comp/Blade/Caulk Expansion Joints
		10/27/2016	INV000000836289	100-0703-553.30-18	100.95	Caulk Gun & Adhesive
Total for check: 55670					1,149.85	
FERGUSON WATERWORKS #1476	55671	10/27/2016	0207715	470-0304-562.82-01	19.96	Parts
Total for check: 55671					19.96	
JAMES M FICO PHD	55672	10/27/2016	FICO	100-0801-521.21-05	325.00	Police Interviews/Testing
Total for check: 55672					325.00	
FOX CROSSING, VILLAGE OF	55673	10/27/2016	BABYSITTER CLAS	100-0000-441.24-00	273.00	7 Participants in Class
Total for check: 55673					273.00	
GALLS LLC	55674	10/27/2016	006182664	100-0803-521.19-03	35.41	Uniform
Total for check: 55674					35.41	

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GRAEF	55675	10/27/2016	0090363	470-0703-553.82-02	2,308.11	Loop Trail
Total for check: 55675					2,308.11	
GRAND CHUTE, TOWN OF	55676	10/27/2016	WMCA CLERK CONF	100-0203-512.34-02	164.00	WMCA 2017 Clerk Conf.
Total for check: 55676					164.00	
GRIESBACH READY-MIX LLC	55677	10/27/2016	3600	470-1009-541.82-02	4,273.65	Concrete
				625-1010-541.30-18	161.35	Concrete
Total for check: 55677					4,435.00	
JANICE GRISSOM	55678	10/27/2016	129077	210-0000-467.00-00	5.00	FFM Reimbursement
Total for check: 55678					5.00	
GUNDERSON CLEANERS	55679	10/27/2016	418169	100-0801-521.30-13	34.66	Mats/Towels
Total for check: 55679					34.66	
GUSTMAN CHEVROLET SALES INC	55680	10/27/2016	41155	731-1022-541.38-03	111.84	Hoses & Connectors
		10/27/2016	41166	731-1022-541.38-03	37.94	Handle
Total for check: 55680					149.78	
JIM HEINZ	55681	10/27/2016	129080	210-0000-467.00-00	59.91	FFM Reimbursement
Total for check: 55681					59.91	
JOHN'S SAW SERVICE	55682	10/27/2016	10785	731-1022-541.38-03	253.97	Piston/Ball Bearings/Gask
Total for check: 55682					253.97	
KUNDINGER INC	55683	10/27/2016	50401509	731-1022-541.38-03	118.73	Tube Assembly

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KUNDINGER INC...	55683...	10/27/2016	50401911	731-1022-541.38-03	157.43	Hose Assembly
Total for check: 55683					276.16	
LAMP RECYCLERS INC	55684	10/27/2016	86106	470-0304-562.82-01	85.20	Lamp/Ballast Storage
Total for check: 55684					85.20	
LE PRINCE FRENCH CREPES	55685	10/27/2016	129079	210-0000-467.00-00	20.00	FFM Reimbursement
Total for check: 55685					20.00	
LEVENHAGEN CORPORATION	55686	10/27/2016	060656A-IN	100-0000-131.00-00	16,532.13	Fuel
Total for check: 55686					16,532.13	
MCKESSON MEDICAL SURGICAL	55687	10/27/2016	83964668	100-0914-531.30-18	7.75	Bandages
		10/27/2016	84002322	100-0914-531.30-18	112.27	Needles/Containers Supplies
Total for check: 55687					120.02	
MENARDS-APPLETON EAST	55688	10/27/2016	3089	100-0701-533.24-03	64.51	Re-Bar/Masonry Bit
		10/27/2016	3117	100-0704-552.24-03	333.81	Cover Strip w/Tape, CaulkCorner Covers & Seam Tape
Total for check: 55688					398.32	
MENARDS-APPLETON WEST	55689	10/27/2016	33954	100-1003-541.30-18	59.96	Poly Clear
				470-0304-562.82-01	129.00	Utility Scaffold
Total for check: 55689					188.96	
MENASHA JOINT SCHOOL DISTRICT	55690	10/27/2016	OCT MH FEES	100-0000-412.00-00	6,164.50	October Mobile Home Fees
Total for check: 55690					6,164.50	
MENASHA NEENAH MUNICIPAL COURT	55691	10/27/2016	MNMC	100-0000-201.03-00	211.80	Bond/MP 16-0262
					148.80	Bond/MP 16-0261

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MENASHA NEENAH MUNICIPAL COURT...	55691...	10/27/2016...	MNMC...	100-0000-201.03-00...	174.00	Bond/MP 16-0263
					148.80	Bond/MP 16-0264
Total for check: 55691					683.40	
MENASHA TREASURER	55692	10/27/2016	ENGINEER REFUND	266-0000-441.15-00	15.00	Lynn Schmidt, 708 Warsaw Freon #08357
			HEALTH	100-0904-531.30-18	13.98	Petty Cash
				100-0904-531.34-03	15.76	Petty Cash
				100-0904-531.34-04	5.00	Petty Cash
Total for check: 55692					49.74	
MENASHA UTILITIES	55693	10/27/2016	MENASHA UTILITY	100-0304-562.22-03	29.28	Electric
				100-0305-562.22-06	6.60	Storm
				100-0703-553.22-03	1,694.32	Electric
				100-0703-553.22-05	1,222.60	Water/Sewer
				100-0703-553.22-06	482.65	Storm
				100-1001-514.22-03	1,618.47	Electric
				100-1001-514.22-05	440.60	Water/Sewer
				100-1008-541.22-03	252.96	Electric
				100-1012-541.22-03	101.36	Electric
				100-1013-541.22-03	36.35	Electric
				100-1013-541.22-06	239.26	Storm
				100-1014-543.22-06	70.13	Storm
				100-1019-552.22-03	226.67	Electric
				100-1019-552.22-05	82.42	Water/Sewer
				207-0707-552.22-03	1,040.77	Electric
				207-0707-552.22-05	68.84	Water/Sewer
				207-0707-552.22-06	64.36	Storm
501-0304-562.22-06	52.80	Storm				
601-1020-543.22-03	31.60	Electric				
625-0304-562.22-03	8.24	Electric				
743-0403-513.21-04	167.75	Internet Charge				

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MENASHA UTILITIES...	55693...	10/27/2016...	MENASHA UTILITY...	743-0403-513.21-04...	2,310.40	Dark Fiber Charge
Total for check: 55693					10,248.43	
DONALD MERKES	55694	10/27/2016	MERKES	210-0103-511.30-16	564.75	Candy-Hometown Halloween
Total for check: 55694					564.75	
CITY OF NEENAH	55695	10/27/2016	FIRE/RESCUE	100-0501-522.25-01	267,593.00	Fire/Rescue Services
Total for check: 55695					267,593.00	
NORTHEAST ASPHALT INC	55696	10/27/2016	1453277	625-1010-541.30-18	275.57	Commercial Grade
		10/27/2016	PAYMENT 3	100-1003-541.82-02	68,998.85	Contract 2016-02
				470-1003-541.82-02	21,239.90	Contract 2016-02
				625-0000-194.00-00	1,800.00	Contract 2016-02
Total for check: 55696					92,314.32	
OSI ENVIRONMENTAL INC	55697	10/27/2016	4012312	266-1027-543.21-06	100.00	Used Oil-Collection Fee
Total for check: 55697					100.00	
PLESHEK OUTDOOR POWER	55698	10/27/2016	68605	731-1022-541.38-03	33.42	Handles
		10/27/2016	69229	731-1022-541.38-03	7.16	Air Cleaner Housing
Total for check: 55698					40.58	
REDI-WELDING CO	55699	10/27/2016	15043	731-1022-541.38-03	467.55	Fenders/Pole Stand
Total for check: 55699					467.55	
DR TERESA RUDOLPH	55700	10/27/2016	RUDOLPH	100-0903-531.21-05	150.00	Physician Services
Total for check: 55700					150.00	

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SAFEBUILT LLC	55701	10/27/2016	0026691-IN	100-0301-523.21-06	5,442.49	Inspection Services
Total for check: 55701					5,442.49	
SCHMIDT, LYNN	55702	10/27/2016	LYNN SCHMIDT	266-0000-441.15-00	15.00	Returned Freon 08358
Total for check: 55702					15.00	
SESCO LLC	55703	10/27/2016	5469	100-0703-553.30-15	497.51	Harness/Lifeline W/Hook
				100-1008-541.30-15	497.51	Harness/Lifeline W/Hook
Total for check: 55703					995.02	
SIGNARAMA	55704	10/27/2016	18154	470-0304-562.82-01	329.00	Dig Cal/Miscellaneous
Total for check: 55704					329.00	
SMOKEN PIG EXPRESS	55705	10/27/2016	129081	210-0000-467.00-00	5.00	FFM Reimbursement
Total for check: 55705					5.00	
SMT MANUFACTURING & SUPPLY	55706	10/27/2016	0042211-IN	731-1022-541.38-03	54.54	Bearings
Total for check: 55706					54.54	
KURT STEIN	55707	10/27/2016	20021	210-0103-511.20-05	300.00	Music-Hometown Halloween
Total for check: 55707					300.00	
SUNGARD PUBLIC SECTOR INC	55708	10/27/2016	127474	743-0403-513.24-04	2,806.00	Nov Acctg System Maint
Total for check: 55708					2,806.00	
UNIFIRST CORPORATION	55709	10/27/2016	097 0221256	731-1022-541.20-01	289.19	Mops/Mats/Clothing
Total for check: 55709					289.19	

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UNITED WAY FOX CITIES	55710	10/27/2016	20161027	100-0000-202.09-00	31.00	PAYROLL SUMMARY
Total for check: 55710					31.00	
US VENTURE	55711	10/27/2016	L55886	731-1022-541.21-06	15.00	Spectro V100 Water AF
Total for check: 55711					15.00	
VERIZON WIRELESS	55712	10/27/2016	9773010132	100-1002-541.22-01	89.44	Cell Phone Charges
				601-1020-543.22-01	27.03	Cell Phone Charges
				625-1002-541.22-01	29.81	Cell Phone Charges
		10/27/2016	9773010133	100-0703-553.22-01	54.89	Cell Phones
				731-1022-541.22-01	116.35	Cell Phones
Total for check: 55712					317.52	
LORI WALBRUN	55713	10/27/2016	OCTOBER	100-0702-552.34-02	72.80	October Mileage
Total for check: 55713					72.80	
WE ENERGIES	55714	10/27/2016	WE ENERGIES	100-0703-553.22-04	9.57	2170 Plank Road
				100-0903-531.22-04	10.00	316 Racine Street
				100-1012-541.22-03	1,080.00	Street Lights
Total for check: 55714					1,099.57	
WINNEBAGO COUNTY TREASURER	55715	10/27/2016	10320	100-0203-512.29-02	30.00	Recording Fees
		10/27/2016	LF123810	266-1027-543.25-01	262.50	Landfill Fees
				266-1027-543.25-03	260.00	Landfill Fees
		10/27/2016	LF123906	100-1016-543.25-01	16,030.68	Landfill Fees
				100-1017-543.25-01	4,477.92	Landfill Fees
				266-1027-543.25-01	685.15	Landfill Fees
Total for check: 55715					21,746.25	

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WISCONSIN DEPT OF JUSTICE	55716	10/27/2016	L7101T	100-0801-521.21-06	91.00	September Transactions
				Total for check: 55716	91.00	
WI FBINAA	55717	10/27/2016	FBI	100-0801-521.34-03	28.00	Holiday Luncheon
				Total for check: 55717	28.00	
WISCONSIN STATE LAB OF HYGIENE	55718	10/27/2016	473958	263-0306-562.70-01	182.00	CDBG Program
				Total for check: 55718	182.00	
WISCONSIN SUPPORT COLLECTIONS	55719	10/27/2016	20161027	100-0000-202.03-00	711.51	PAYROLL SUMMARY
				Total for check: 55719	711.51	
JOYCE WISEMAN	55720	10/27/2016	129078	210-0000-467.00-00	5.00	FFM Reimbursement
				Total for check: 55720	5.00	
WPPI ENERGY	55721	10/27/2016	INV06681	310-0409-571.61-01	8,581.94	WPPI Debt Service Paymt
				310-0410-571.61-02	1,238.95	WPPI Debt Service Paymt
				Total for check: 55721	9,820.89	
YMCA OF THE FOX CITIES	55722	10/27/2016	CM4Q16	100-0920-531.21-06	22,166.00	4th Qtr-2016 Installment
				Total for check: 55722	22,166.00	
ZANDER PRESS INC	55723	10/27/2016	76295	100-0702-552.29-01	92.17	Holiday Hayride Tickets
				Total for check: 55723	92.17	

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ZEP SALES & SERVICE	55724	10/27/2016	9002469658	731-1022-541.30-18	291.90	Supplies
				Total for check: 55724	<u>291.90</u>	
					<u>491,194.11</u>	

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AAA PORTABLES	55725	11/3/2016	D-46341	100-0703-553.20-09	162.26	Jefferson Park
		11/3/2016	D-47119	100-0703-553.20-09	65.49	Jefferson Park
Total for check: 55725					227.75	
ACCURATE	55726	11/3/2016	1612384	731-1022-541.30-18	35.70	Primer
		11/3/2016	1613083	731-1022-541.38-03	226.64	LED Directional Lamps
		11/3/2016	1613688	731-1022-541.30-18	110.45	Paint/Plugs/Hardware
		11/3/2016	1613857	731-1022-541.30-18	134.56	Band Saw Blades
Total for check: 55726					507.35	
ADVANCED ASBESTOS REMOVAL INC	55727	11/3/2016	16262	470-0304-562.82-01	19,420.00	867 Valley Road
Total for check: 55727					19,420.00	
AIRGAS USA LLC	55728	11/3/2016	9056118972	731-1022-541.30-18	36.90	Elec Stck
Total for check: 55728					36.90	
AMIR ASKRI	55729	11/3/2016	129079	210-0000-467.00-00	20.00	FFM Reimbursement
Total for check: 55729					20.00	
ASSOCIATED APPRAISAL CONSULTANTS	55730	11/3/2016	122618	100-0402-513.21-09	5,000.00	Professional Services
					59.76	Internet Postings
				100-0402-513.30-11	17.25	Postage
Total for check: 55730					5,077.01	
CASPERS TRUCK EQUIPMENT INC	55731	11/3/2016	0018087-IN	731-1022-541.38-03	26.99	80-amp Breaker
Total for check: 55731					26.99	

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CDW GOVERNMENT INC	55732	11/3/2016	FPT2302	100-0801-521.30-10	56.32	Parts
			Total for check: 55732		56.32	
PAO CHANG	55733	11/3/2016	129082	210-0000-467.00-00	40.00	FFM Reimbursement
			Total for check: 55733		40.00	
COMMUNITY HOUSING COORDINATOR	55734	11/3/2016	216	263-0306-562.70-01	9,939.00	CDBG RLF Program 2016
		11/3/2016	217	100-0304-562.21-06	1,800.00	September 2016 Housing Plan
			Total for check: 55734		11,739.00	
COMPLETE OFFICE OF WISCONSIN	55735	11/3/2016	672279	100-0801-521.30-10	200.20	Supplies
			Total for check: 55735		200.20	
EWALD'S HARTFORD FORD LLC	55736	11/3/2016	22315	741-0000-193.00-00	26,651.00	2017 Ford Trans Connec
			Total for check: 55736		26,651.00	
FACTORY MOTOR PARTS CO	55737	11/3/2016	18-1530612	731-1022-541.30-18	95.52	Cleaner
			Total for check: 55737		95.52	
FERGUSON WATERWORKS #1476	55738	11/3/2016	0208076	625-1010-541.30-18	36.43	Coupling/El/Swr Pipe
		11/3/2016	0208218	731-1022-541.30-18	419.40	Gloves
		11/3/2016	0208239	625-1010-541.30-18	55.00	Supplies
		11/3/2016	0209088	625-1010-541.30-15	53.64	Manhole Hooks
			Total for check: 55738		564.47	
FLOW YOGA & WELLNESS, THE	55739	11/3/2016	MPRO816	100-0702-552.20-03	250.00	Class Instruction
			Total for check: 55739		250.00	

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GRAINGER INC	55740	11/3/2016	9248884711	731-1022-541.30-18	24.46	Insulated Extension Lance
Total for check: 55740					24.46	
GRIESBACH READY-MIX LLC	55741	11/3/2016	3606	100-1003-541.30-18	627.25	Concrete
				100-1004-541.30-18	523.00	Concrete
				470-1009-541.82-02	2,484.00	Concrete
				625-1010-541.30-18	409.00	Concrete
Total for check: 55741					4,043.25	
GUSTMAN CHEVROLET SALES INC	55742	11/3/2016	41249	731-1022-541.38-03	186.66	Hub
Total for check: 55742					186.66	
HOME DEPOT CREDIT SERVICES	55743	11/3/2016	3421134	100-0703-553.30-18	23.44	Cleaning Kit/Adapter
		11/3/2016	411176	100-0703-553.24-03	42.85	Weathershield
		11/3/2016	6410580	100-0703-553.30-15	69.12	Saw Blades/Supplies
		11/3/2016	6573835	100-0601-551.24-03	87.85	Handy Box & Covers
				100-0801-521.24-03	29.97	Handy Box & Covers
				207-0707-552.24-03	12.31	Handy Box & Covers
		11/3/2016	8010376	100-0704-552.24-03	106.06	Weathershield/Sealant
		11/3/2016	9010294	100-1008-541.30-15	119.00	Step Ladder
Total for check: 55743					490.60	
CANDI HUBER	55744	11/3/2016	HUBER	100-0202-512.33-01	115.09	October Mileage
Total for check: 55744					115.09	
JOHNSON CONCRETE, TODD	55745	11/3/2016	EXC PERMIT RTRN	100-0000-201.03-00	25.00	Return of Exc Permit
Total for check: 55745					25.00	

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JX ENTERPRISES INC	55746	11/3/2016	G-262560022	731-1022-541.38-03	41.08	Pump
Total for check: 55746					41.08	
MARCO TECHNOLOGIES LLC	55747	11/3/2016	50078852	743-0403-513.29-01	140.40	1st Floor Copier Agreement
		11/3/2016	51965586	743-0403-513.29-01	140.40	1st Floor Copier Agmt
Total for check: 55747					280.80	
MCNEILUS TRUCK & MFG COMPANY	55748	11/3/2016	3403593	731-1022-541.38-03	1,149.58	Shoes
Total for check: 55748					1,149.58	
MENARDS-APPLETON EAST	55749	11/3/2016	3518	266-1028-543.30-15	205.63	Rakes/Diesel Multi-tool
Total for check: 55749					205.63	
MENASHA NEENAH MUNICIPAL COURT	55750	11/3/2016	MNMC	100-0000-201.03-00	217.00	Bond/MPD 16-0194
Total for check: 55750					217.00	
MENASHA TREASURER	55751	11/3/2016	FINANCE	100-0201-512.30-11	22.95	Mailing
				100-0204-512.30-10	18.02	Pens
Total for check: 55751					40.97	
MENASHA UTILITIES	55752	11/3/2016	MENASHA UTILITY	100-0703-553.22-03	73.25	1000 Geneva Road
				100-1019-552.22-03	424.04	Tayco Street Bridge
				100-1019-552.22-05	12.38	Tayco Street Bridge
Total for check: 55752					509.67	
TOWN OF MENASHA UTILITY DISTRICT	55753	11/3/2016	15	100-0703-553.22-05	313.40	Koslo Water & Sewer
Total for check: 55753					313.40	

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SEE MOUA	55754	11/3/2016	129084	210-0000-467.00-00	169.37	FFM Reimbursement
Total for check: 55754					169.37	
N&M AUTO SUPPLY	55755	11/3/2016	580195	731-1022-541.30-18	23.38	Seam Sealer
		11/3/2016	580720	731-1022-541.38-03	7.53	Harness
		11/3/2016	580853	731-1022-541.30-18	12.34	Anaerobic Gasket Maker
		11/3/2016	580855	731-1022-541.30-18	12.34	J-B Weld
		11/3/2016	581334	731-1022-541.30-18	6.93	ArmorAll
		11/3/2016	581500	731-1022-541.38-03	92.04	Solenoid
		11/3/2016	581666	731-1022-541.38-03	62.49	Filters
		11/3/2016	581674	731-1022-541.38-03	84.00	Silicone Heater Hose
		11/3/2016	581699	731-1022-541.38-03	23.24	Fuel Filter
		11/3/2016	581755	731-1022-541.38-03	40.44	Motor Oil
		11/3/2016	581811	731-1022-541.38-03	(27.07)	CREDIT
Total for check: 55755					337.66	
NEENAH-MENASHA SEWERAGE COMMISSION	55756	11/3/2016	2016-166	601-1021-543.25-01	44,645.40	Sept Indust Wastewater
		11/3/2016	2016-172	601-1021-543.25-01	16,139.00	Nov 2016 Interest & Debt
Total for check: 55756					60,784.40	
NOTT	55757	11/3/2016	761426-001	731-1022-541.38-03	47.88	Hoses
		11/3/2016	761426-002	731-1022-541.38-03	161.53	Poppet Design, Steel
Total for check: 55757					209.41	
OLS RESTORATION INC	55758	11/3/2016	1258	100-1008-541.24-04	15,110.00	Traffic Signal Painting
Total for check: 55758					15,110.00	
ORIENTAL TRADING CO INC	55759	11/3/2016	679866589-01	100-0702-552.30-18	69.42	Halloween Supplies
Total for check: 55759					69.42	

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POMP'S TIRE SERVICE INC	55760	11/3/2016	320047863	731-1022-541.38-02	1,137.90	Retreads/Valves
		11/3/2016	320048422	731-1022-541.38-02	1,528.00	Tires
			Total for check: 55760		2,665.90	
TAMMY REEVES	55761	11/3/2016	129083	210-0000-467.00-00	5.00	FFM Reimbursement
			Total for check: 55761		5.00	
REGISTRATION FEE TRUST	55762	11/3/2016	TITLE FEE	731-1022-541.21-06	70.50	Title Fee
			Total for check: 55762		70.50	
RIESTERER & SCHNELL INC	55763	11/3/2016	1084501	731-1022-541.38-03	227.95	Muffler
			Total for check: 55763		227.95	
SMT MANUFACTURING & SUPPLY	55764	11/3/2016	0042338-IN	731-1022-541.38-03	48.88	Bearings
			Total for check: 55764		48.88	
STAPLES BUSINESS ADVANTAGE	55765	11/3/2016	3317750299	100-0202-512.30-10	33.45	Supplies
				100-0702-552.30-10	60.11	Supplies
	11/3/2016	3317750302	100-0201-512.30-10	43.96	Supplies	
			100-0405-513.30-18	10.44	Supplies	
			Total for check: 55765		147.96	
SYN-TECH SYSTEMS	55766	11/3/2016	134603	731-1022-541.24-06	264.00	Module & Single Tank AssyCables/Fill Ring
			Total for check: 55766		264.00	
TAPCO	55767	11/3/2016	1543080	100-1008-541.24-04	251.42	Traffic Signal Parts
			Total for check: 55767		251.42	

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TESCH CHEMICAL CO INC	55768	11/3/2016	6082	100-0601-551.30-13	38.89	Gum Remover/Hustle
			Total for check: 55768		38.89	
UNIFIRST CORPORATION	55769	11/3/2016	097 0221694	731-1022-541.20-01	133.19	Clothing/Supply Service
			Total for check: 55769		133.19	
UNIFORM SHOPPE	55770	11/3/2016	259796	100-0801-521.19-03	99.95	Uniform
			Total for check: 55770		99.95	
UNITED PAPER CORPORATION	55771	11/3/2016	108124	100-0000-132.00-00	2,165.35	Paper Products & Soap
		11/3/2016	108278	100-0000-132.00-00	707.33	Soap/Rags in a Box
			Total for check: 55771		2,872.68	
UNITEL INC	55772	11/3/2016	41781	743-0403-513.24-04	89.00	Phone System Support
			Total for check: 55772		89.00	
VERIZON WIRELESS	55773	11/3/2016	9773010134	100-0919-531.22-01	284.34	Health Department
			Total for check: 55773		284.34	
WE ENERGIES	55774	11/3/2016	WE ENERGIES	100-0000-123.00-00	46.71	Bill N-M Fire
				100-0601-551.22-04	36.16	Library
				100-0703-553.22-04	57.24	Parks
				100-0704-552.22-04	25.50	Pool
				100-0801-521.22-04	64.50	Police
				100-0920-531.22-04	13.50	Senior Center
				100-1001-514.22-04	92.35	City Hall
				207-0707-552.22-04	22.19	Marina
				731-1022-541.22-04	72.66	Garage
			Total for check: 55774		430.81	

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WG INC	55775	11/3/2016	219175	100-0702-552.30-18	13.00	Signs
Total for check: 55775					13.00	
WINNEBAGO COUNTY TREASURER	55776	11/3/2016	10372	100-0801-521.30-10	9.00	WICAM ID Cards
		11/3/2016	10407	100-0805-521.25-01	51.46	Inmate Housing
Total for check: 55776					60.46	
WINNEGAMIE DOG CLUB	55777	11/3/2016	WINNEGAME DOG	100-0204-512.30-18	300.00	Rental for Nov 8 Election
Total for check: 55777					300.00	
WISCNET	55778	11/3/2016	9165	743-0403-513.21-04	750.00	Internet Access Q32016
Total for check: 55778					750.00	
WISCONSIN DEPT OF JUSTICE	55779	11/3/2016	ACCT #G3228	100-0202-512.21-06	21.00	Background Checks
Total for check: 55779					21.00	
WISCONSIN DEPT OF NATURAL RESOURCES	55780	11/3/2016	WDNR	501-0304-562.21-01	700.00	Liability Exemption Ltr RR Donnelley Site
Total for check: 55780					700.00	
ACC PLANNED SERVICE INC	55781	11/3/2016	17346	100-0601-551.24-03	118.18	Parts
		11/3/2016	17429	100-0601-551.24-03	103.00	Repair
Total for check: 55781					221.18	
BAKER & TAYLOR INC	55785	11/3/2016	2032269594	100-0601-551.30-14	887.61	Library Materials
		11/3/2016	2032274090	100-0601-551.30-14	211.68	Library Materials
		11/3/2016	2032283997	100-0601-551.30-14	220.42	Library Materials
		11/3/2016	2032285151	100-0601-551.30-14	50.38	Library Materials
		11/3/2016	2032298320	100-0601-551.30-14	168.93	Library Materials
		11/3/2016	2032300194	100-0601-551.30-14	825.45	Library Materials
		11/3/2016	2032305433	100-0601-551.30-14	261.48	Library Materials

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BAKER & TAYLOR INC...	55785...	11/3/2016	2032316439	100-0601-551.30-14	295.15	Library Materials
		11/3/2016	2032317303	100-0601-551.30-14	542.27	Library Materials
		11/3/2016	2032323194	100-0601-551.30-14	524.83	Library Materials
		11/3/2016	2032325157	100-0601-551.30-14	115.24	Library Materials
		11/3/2016	2032328606	100-0601-551.30-14	375.42	Library Materials
		11/3/2016	2032335153	100-0601-551.30-14	499.19	Library Materials
		11/3/2016	5014214807	100-0601-551.30-14	136.90	Library Materials
		11/3/2016	5014230601	100-0601-551.30-14	182.34	Library Materials
		11/3/2016	5014249717	100-0601-551.30-14	20.54	Library Materials
		11/3/2016	5014266606	100-0601-551.30-14	48.69	Library Materials
		11/3/2016	5014283484	100-0601-551.30-14	136.99	Library Materials
		11/3/2016	B25010840	100-0601-551.30-14	50.38	Library Materials
		11/3/2016	B25010841	100-0601-551.30-14	143.94	Library Materials
		11/3/2016	B25010842	100-0601-551.30-14	28.79	Library Materials
		11/3/2016	B25010843	100-0601-551.30-14	28.79	Library Materials
		11/3/2016	B25010844	100-0601-551.30-14	32.39	Library Materials
		11/3/2016	B25103400	100-0601-551.30-14	79.18	Library Materials
		11/3/2016	B25124340	100-0601-551.30-14	21.59	Library Materials
		11/3/2016	B25124341	100-0601-551.30-14	28.79	Library Materials
		11/3/2016	B25329050	100-0601-551.30-14	121.45	Library Materials
		11/3/2016	B25329051	100-0601-551.30-14	46.79	Library Materials
		11/3/2016	B25539530	100-0601-551.30-14	107.97	Library Materials
		11/3/2016	B25539531	100-0601-551.30-14	28.79	Library Materials
		11/3/2016	B25539532	100-0601-551.30-14	50.38	Library Materials
		11/3/2016	B25700330	100-0601-551.30-14	93.58	Library Materials
		11/3/2016	B26140530	100-0601-551.30-14	86.37	Library Materials
		11/3/2016	B26140531	100-0601-551.30-14	21.59	Library Materials
		11/3/2016	B26140532	100-0601-551.30-14	24.96	Library Materials
		11/3/2016	B26140533	100-0601-551.30-14	38.86	Library Materials
		11/3/2016	B26140534	100-0601-551.30-14	23.28	Library Materials
		11/3/2016	B26140535	100-0601-551.30-14	28.79	Library Materials
		11/3/2016	B26649520	100-0601-551.30-14	86.37	Library Materials
		11/3/2016	B26649521	100-0601-551.30-14	33.11	Library Materials
		11/3/2016	B26649522	100-0601-551.30-14	11.64	Library Materials

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
BAKER & TAYLOR INC...	55785...	11/3/2016	B26649523	100-0601-551.30-14	59.74	Library Materials
		11/3/2016	B26649524	100-0601-551.30-14	35.99	Library Materials
		11/3/2016	B26649525	100-0601-551.30-14	28.79	Library Materials
		11/3/2016	B26833000	100-0601-551.30-14	30.95	Library Materials
		11/3/2016	T43409650	100-0601-551.30-14	82.77	Library Materials
		11/3/2016	T44125890	100-0601-551.30-14	32.37	Library Materials
Total for check: 55785					<u>6,991.90</u>	
JOE BONGERS	55786	11/3/2016	BONGERS	100-0601-551.33-01	24.02	Reimbursement
	Total for check: 55786					<u>24.02</u>
CAPSTONE PRESS INC	55787	11/3/2016	C110533224	100-0601-551.30-14	1,022.48	Library Materials
		11/3/2016	C110534109	100-0601-551.30-14	16.49	Library Materials
Total for check: 55787					<u>1,038.97</u>	
CENGAGE LEARNING - GALE	55788	11/3/2016	58877149	100-0601-551.30-14	88.77	Library Materials
		11/3/2016	58894129	100-0601-551.30-14	30.39	Library Materials
		11/3/2016	58984823	100-0601-551.30-14	43.99	Library Materials
		11/3/2016	59068849	100-0601-551.30-14	38.92	Library Materials
		11/3/2016	59106021	100-0601-551.30-14	68.00	Library Materials
Total for check: 55788					<u>270.07</u>	
CENTER POINT LARGE PRINT	55789	11/3/2016	1414795	100-0601-551.30-14	180.96	Library Materials
	Total for check: 55789					<u>180.96</u>
CITY DIRECTORIES	55790	11/3/2016	83508056	100-0601-551.30-14	325.00	Subscription
	Total for check: 55790					<u>325.00</u>

AP Check Register
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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
DEMCO	55791	11/3/2016	5985068	100-0601-551.30-18	791.90	Supplies
			Total for check: 55791		791.90	
EBSCO INDUSTRIES INC	55792	11/3/2016	1000043623-1	100-0601-551.30-14	240.98	Subscriptions
			Total for check: 55792		240.98	
FOX STAMP SIGN & SPECIALTY	55793	11/3/2016	OE-67971	100-0601-551.30-10	12.15	Tag
		11/3/2016	OE-68088	100-0601-551.30-16	136.40	Sign
		11/3/2016	OE-68356	100-0601-551.30-10	75.90	Seal
			Total for check: 55793		224.45	
GANNETT WISCONSIN MEDIA	55794	11/3/2016	ON1112963	100-0601-551.30-14	264.02	Subscription
			Total for check: 55794		264.02	
GENERAL BOOK COVERS	55795	11/3/2016	16407	100-0601-551.30-18	161.00	Supplies
			Total for check: 55795		161.00	
HOFFMAN, HOLLY	55796	11/3/2016	HOFFMAN REFUND	100-0601-551.30-14	22.00	Refund
			Total for check: 55796		22.00	
KITZ & PFEIL INC	55797	11/3/2016	082414-0026	100-0601-551.24-03	4.94	Compound
			Total for check: 55797		4.94	
LAPPEN SECURITY PRODUCTS INC	55798	11/3/2016	LSPQ34790	100-0601-551.24-03	194.00	Service Call
			Total for check: 55798		194.00	
LERNER PUBLISHING GROUP	55799	11/3/2016	1228600	100-0601-551.30-14	1,429.24	Library Materials

AP Check Register
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Date: 11/3/2016

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
LERNER PUBLISHING GROUP...	55799...	11/3/2016	1229433	100-0601-551.30-14	13.49	Library Materials
			Total for check: 55799		1,442.73	
LIBRARY STORE INC	55800	11/3/2016	227693	100-0601-551.30-18	16.60	Supplies
			Total for check: 55800		16.60	
LIBRARY SUPPLY SOLUTIONS	55801	11/3/2016	20377-6	100-0601-551.30-18	903.00	Supplies
			Total for check: 55801		903.00	
MANDERFIELD BAKERY	55802	11/3/2016	487054	100-0601-551.30-16	29.20	Supplies
		11/3/2016	488174	100-0601-551.30-16	19.55	Supplies
			Total for check: 55802		48.75	
MCCLONE INSURANCE GROUP	55803	11/3/2016	251562	100-0601-551.21-06	60.00	Notary Bond
			Total for check: 55803		60.00	
MIDWEST TAPE	55804	11/3/2016	0094283144	100-0601-551.30-14	56.22	Library Materials
		11/3/2016	0094284887	100-0601-551.30-14	26.22	Library Materials
		11/3/2016	0094300150	100-0601-551.30-14	119.98	Library Materials
		11/3/2016	0094304740	100-0601-551.30-14	36.74	Library Materials
		11/3/2016	0094328605	100-0601-551.30-14	101.01	Library Materials
		11/3/2016	0094328607	100-0601-551.30-14	14.99	Library Materials
		11/3/2016	0094346567	100-0601-551.30-14	74.64	Library Materials
		11/3/2016	0094346569	100-0601-551.30-14	9.74	Library Materials
		11/3/2016	0094355563	100-0601-551.30-14	79.98	Library Materials
			Total for check: 55804		519.52	
MINITEX	55805	11/3/2016	91480	100-0601-551.30-18	150.00	Supplies
			Total for check: 55805		150.00	

AP Check Register

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<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
MBM	55806	11/3/2016	IN136632	100-0601-551.24-04	776.76	Copier Contract
Total for check: 55806					776.76	
PENGUIN RANDOM HOUSE INC	55807	11/3/2016	1088460307	100-0601-551.30-14	30.00	Library Materials
		11/3/2016	1088535478	100-0601-551.30-14	30.00	Library Materials
		11/3/2016	1088573676	100-0601-551.30-14	157.50	Library Materials
		11/3/2016	1088621659	100-0601-551.30-14	26.25	Library Materials
Total for check: 55807					243.75	
ROSPGNOA, MICHAEL	55808	11/3/2016	ROSPGNOA RFND	100-0601-551.30-14	30.00	Refund
Total for check: 55808					30.00	
SENSOURCE	55809	11/3/2016	31864	100-0601-551.30-15	2,414.90	People Counter
Total for check: 55809					2,414.90	
SERVICEMASTER BUILDING MAINTENANCE	55810	11/3/2016	21268	100-0601-551.20-01	1,496.00	Janitorial Service
Total for check: 55810					1,496.00	
STAPLES BUSINESS ADVANTAGE	55811	11/3/2016	8041267391	100-0601-551.30-10	370.41	Supplies
				100-0601-551.30-18	230.75	Supplies
Total for check: 55811					601.16	
SYNCB/AMAZON	55814	11/3/2016	005150928821	100-0601-551.30-14	(6.00)	Library Materials
		11/3/2016	005156476876	100-0601-551.30-14	79.96	Library Materials
		11/3/2016	077664720502	100-0601-551.30-14	48.57	Library Materials
		11/3/2016	077667562486	100-0601-551.30-14	53.97	Library Materials
		11/3/2016	087073091391	100-0601-551.30-14	59.88	Library Materials
		11/3/2016	087074338687	100-0601-551.30-14	9.97	Library Materials
		11/3/2016	139420210330	100-0601-551.30-14	44.14	Library Materials
		11/3/2016	139422019752	100-0601-551.30-14	44.88	Library Materials

AP Check Register

Check Date: 11/3/2016

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
SYNCB/AMAZON...	55814...	11/3/2016	139423122304	100-0601-551.30-14	59.88	Library Materials
		11/3/2016	139423550773	100-0601-551.30-14	23.98	Library Materials
		11/3/2016	139424632376	100-0601-551.30-14	11.38	Library Materials
		11/3/2016	139424770129	100-0601-551.30-14	143.10	Library Materials
		11/3/2016	139426117980	100-0601-551.30-14	27.98	Library Materials
		11/3/2016	139426958346	100-0601-551.30-14	40.65	Library Materials
		11/3/2016	139426965422	100-0601-551.30-14	24.32	Library Materials
		11/3/2016	139427014382	100-0601-551.30-14	9.99	Library Materials
		11/3/2016	139428125397	100-0601-551.30-14	27.92	Library Materials
		11/3/2016	139428461096	100-0601-551.30-14	14.99	Library Materials
		11/3/2016	166675092615	100-0601-551.30-14	51.43	Library Materials
		11/3/2016	166679125516	100-0601-551.30-14	42.82	Library Materials
		11/3/2016	200720332133	100-0601-551.30-14	53.85	Library Materials
		11/3/2016	200721538233	100-0601-551.30-14	12.99	Library Materials
		11/3/2016	200722769028	100-0601-551.30-14	9.23	Library Materials
		11/3/2016	200726448610	100-0601-551.30-14	29.74	Library Materials
		11/3/2016	200729639868	100-0601-551.30-14	13.99	Library Materials
		11/3/2016	216620936567	100-0601-551.30-14	60.93	Library Materials
		11/3/2016	216621065191	100-0601-551.30-14	24.45	Library Materials
		11/3/2016	216622064601	100-0601-551.30-14	56.89	Library Materials
	11/3/2016	216623541935	100-0601-551.30-14	19.70	Library Materials	
	11/3/2016	216628515701	100-0601-551.30-14	48.94	Library Materials	
	11/3/2016	216629237106	100-0601-551.30-14	6.99	Library Materials	
			Total for check: 55814		1,151.51	
UNIQUE MANAGEMENT SERVICES INC	55815	11/3/2016	434820	100-0000-441.19-00	170.05	Collection Agency Fee
			Total for check: 55815		170.05	
US BANK EQUIPMENT FINANCE	55816	11/3/2016	315436287	100-0601-551.24-04	122.88	Contract
			Total for check: 55816		122.88	

AP Check Register
Check Date: 11/3/2016

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>
WINNEFOX AUTOMATED LIBRARY SYSTEM	55817	11/3/2016	3076	100-0601-551.30-11	113.18	August Unique Mgmt
			Total for check: 55817		113.18	
WINNEFOX LIBRARY SYSTEM	55818	11/3/2016	6195	100-0601-551.29-02	181.20	July-Sept 2016 Printing
		11/3/2016	6213	100-0601-551.30-11	153.40	July-Sept 2016 Postage
			Total for check: 55818		334.60	
				180,261.67		



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: November 2, 2016

The below individuals have applied for a bartender license to serve, dispense and/or sell alcohol at a licensed establishment within the City. They have all met the criteria under the "Guidelines for Operator Licenses" approved by the Common Council. Therefore, staff is recommending the following people be **APPROVED** for an Operator's License for the 2015-2017 licensing period:

Marissa Metko
Joanne Easton
Alyssa Kiernicki
Ashley Solvang
Sandy Boyer
Chelsea Fisher

The following individual has applied for a bartender license to serve, dispense and/or sell alcohol at a licensed establishment in the City. They have not met the criteria under the "Guidelines for Operator Licenses" approved by the Common Council. Therefore, staff is recommending the following person be **DENIED** an Operator's License:

Ashley Wilz
Caitlin Roper

cc: chief via email



October 31, 2016

Ashley N. Wilz
356 Eighth St.
Menasha, WI 54952

Re: City of Menasha Alcohol Operators License Application

Dear Ms. Wilz,

In conducting a background investigation on your Alcohol Operator's License application, I determined you have Juvenile Alcohol convictions for offenses on 07/04/2013, 07/13/2014 and 08/28/2014 In addition to an Underage Alcohol offense dated 04-24-2016. Under City of Menasha Policy Guidelines for Alcohol Operator Licenses, you do not qualify for a license because you have been convicted of these four offenses which exceed the City's guidelines of (3) or more offenses which substantially relate to the circumstances of an Alcohol Operators License holder within the last five years. Additionally you failed to disclose the three Juvenile Alcohol offenses on your application.

Holding an Alcohol Operators License involves the sale of a closely regulated substance, alcohol. Individuals granted an Operator's License must act in cooperation with law enforcement to enforce the alcohol beverage laws, drunken driving laws and assist with minimizing disturbances of the peace and maintaining the safety of the community. The incidents you have been convicted of, substantially relate to the license for which you have applied.

The Police Department is recommending to the Common Council that they deny your application for an Alcohol Operator's License within the City of Menasha. The recommendation will be given to the Common Council at their next meeting on November 7, 2016 at 6:00 p.m., or shortly thereafter. Should you wish to provide comment to the Common Council on your application, you may do so during the public participation portion of the meeting.

Sincerely,

Lt. Larry Bonnerille
Investigative Services
Menasha Police Department

CITY OF MENASHA
ALCOHOL OPERATORS LICENSE APPLICATION

Establishment of Employment DOLLAR GENERAL
SPECIAL EVENT PROVISIONAL (TEMP) REGULAR RENEWAL

Name WITZ ASMEY W
Last First Middle

Address 356 EIGHTH ST MENASHA 54952
Street City State/Zip Code

Phone _____

Height _____ Weight _____ Eyes _____ Hair _____ Sex _____ Race _____

Birth Date _____ Age _____ Birthplace _____

Scars, Marks, Tattoos ✓ _____
Drivers License No. _____ State of Issue WI
Expiration Date _____

NOTE: A license may be denied if applicant fails to provide accurate information or if the information is incomplete! Please read this section carefully.

Please explain all yes answers completely on the back of this form!

Do you currently have any criminal charges pending against you? NO

Have you ever been convicted of a felony? NO

Have you ever been convicted of a misdemeanor? ~~YES~~ NO

Have you ever been convicted of operating a motor vehicle while under the influence of an intoxicant or drug? NO

Have you ever been convicted of any law statute or ordinance pertaining to the use or sale of alcohol (including drinking alcohol underage)? YES

Have you ever been convicted of any law, statute or ordinance pertaining to the possession, use or sale illegal drugs? NO

I UNDERSTAND THAT THE APPLICATION FEE WILL NOT BE RETURNED IF LICENSE IS DENIED.

SIGNATURE ASMEY Date 10-27-16 *entered*

WITNESS _____ Date _____

Approved _____ Denied Expiration Date _____

Chief of Police [Signature] Date 10-31-16

Comments: _____

REVOKED FOR VIOLATION: _____

Please answer all yes questions from the front of this form completely! Include correct charges, date of offense, and sentence. Failure to include all information or inaccurate information may result in the denial of your application!

I was currently charged with MIP
I am currently paying off my fines
I haven't had anything to drink
and haven't been charged with anything
since then.



November 02, 2016

Caitlin Roper
109 N. Eleventh St.
Kaukauna, WI 54130

Re: City of Menasha Alcohol Operators License Application

Dear Ms. Roper,

In conducting a background investigation on your Alcohol Operator's License application, I determined you have Underage Alcohol convictions for offenses on 06/23/2012, and 06/26/2013. In addition to an Operating after Revocation-Alcohol Related and Speeding offense dated 01-20-2012. Under City of Menasha Policy Guidelines for Alcohol Operator Licenses, you do not qualify for a license because you have been convicted of these offenses which meet the City's guidelines of (3) or more offenses which substantially relate to the circumstances of an Alcohol Operators License holder within the last five years. Your recent driving record includes convictions for a speeding offense which occurred on 02/19/2016, a speeding offense which occurred on 11/28/2015 and another on 11/14/2015; you were also convicted of Failure to Obey Sign/Signal and License Not on Person for an offense on 01/10/2015. Going back further on your driving record you were convicted of Operating While Intoxicated Causing Injury for an offense on 09-05-2010. Your driving behavior demonstrates that you have a disregard for following the law.

Engaging in bartending involves the purchase and sale of a closely regulated substance, alcohol. Individuals granted an Operator's License must act in cooperation with law enforcement to enforce the alcohol beverage laws, drunken driving laws and assist with minimizing disturbances of the peace and maintaining the safety of the community. The incidents you have been convicted of, and your disregard for following the law, substantially relate to the license for which you have applied.

The Police Department is recommending to the Common Council that they deny your application for an Alcohol Operator's License within the City of Menasha. The recommendation will be given to the Common Council at their next meeting on November 7, 2016 at 6:00 p.m., or shortly thereafter. Should you wish to provide comment to the Common Council on your application, you may do so during the public participation portion of the meeting.

Sincerely,

Lt. Larry Bonneville
Investigative Services
Menasha Police Department

CITY OF MENASHA
ALCOHOL OPERATORS LICENSE APPLICATION

Establishment of Employment Trailside TAVERN
TEMPORARY PROVISIONAL REGULAR RENEWAL

Name Roper Caitlin MARIE
Last First Middle

Address 109 W. 11th St. KAUKAUNA WI, 54130
Street City State/Zip Code

Phone _____
Height _____ Weigh _____ Eyes _____ Hair _____ Sex _____ Race _____

Birth Date _____ Age _____ Birthplace _____

Scars, Marks, Tattoos _____
Drivers License No _____ State of Issue WI
Expiration Date _____

NOTE: A license may be denied if applicant fails to provide accurate information or if the information is incomplete! Please read this section carefully.

Please explain all yes answers completely on the back of this form!
Do you currently have any criminal charges pending against you? NO
Have you ever been convicted of a felony? NO
Have you ever been convicted of a misdemeanor? NO
Have you ever been convicted of operating a motor vehicle while under the influence of an intoxicant or drug? YES
Have you ever been convicted of any law, statute, or ordinance pertaining to the use or sale of alcohol (including drinking alcohol underage)? YES
Have you ever been convicted of any law, statute, or ordinance pertaining to the possession, use, or sale of illegal drugs? NO
Have you ever been convicted of a criminal traffic offense? YES

I UNDERSTAND THAT THE APPLICATION FEE WILL NOT BE RETURNED IF LICENSE IS DENIED.

SIGNATURE Caitlin Roper Date 11/1/16

Approved _____ Denied Expiration Date _____
Chief of Police A. Jay Bunkle Date 11-02-16

Comments: 3 offense w/ 5yrs and driving pattern show disregard for following laws!
REVOKED FOR VIOLATION.

Entered

Please answer all yes questions from the front of this form completely! Include correct charges, date of offense, and sentence. Failure to include all information or inaccurate information may result in the denial of your application!

When I was 16 I had a dui in Cashton, WI
I was put on probation. Had to pay retribution,
& sit 30 days in jail.

I also had an operating after ~~stop~~ ^{revocation}
~~but~~ I had 2 underage as well and paid a fine
for those.

CITY OF MENASHA POLICY GUIDELINES FOR OPERATOR LICENSES

1. Intent: It is the responsibility of the Menasha Police Chief to screen applications for operators' licenses (bartender licenses) for the City of Menasha. The following guidelines are adopted in order to specify the reasons for denying, non-reviewing or revoking an operator's license and outlines the steps and considerations given, for any denials that are appealed to the Menasha Common Council.

All applications for operators' license applications are submitted to the Menasha Police Department for a background check. The Menasha Police Chief makes the decision on licensing by either accepting or rejecting the application.

*Due to the discretionary nature of the alcohol beverage licensing process, it is not possible to state every circumstance that may result in approval of a license application and what circumstances will result in approval of a license application. However, it is possible to enumerate what will be considered in the decision-making and what circumstances are more likely to result in the **denial** of a license application.*

Individuals granted an operator's license must act in cooperation with law enforcement to enforce the alcohol beverage laws, drunk driving laws, and assist with minimizing disturbances of the peace and maintain the safety of the community. Therefore, individuals with a past history of negative or uncooperative contacts with police agencies will be scrutinized.

It is with these goals in mind that these guidelines are adopted. Furthermore, to the extent that Wis. Statutes Ch. 125 or Menasha City Ordinances provide additional grounds for denial, suspension, revocation or non-renewal, the Police Chief may also rely on such provisions.

In the event an individual with an operator's license is considered for non-renewal, suspension or revocation, all offenses will be considered, the circumstances of which are substantially related to the license regardless of whether some of the offenses occurred prior to the adoption of these guidelines.

Upon request, a copy of these guidelines shall be provided to each person who applies for a license.

Guidelines: What is meant by substantially related? The law does not specifically define this term although there are many court decisions on the topic. The Wisconsin Supreme Court has stated that the purpose of the test is to assess whether the tendencies and inclinations to behave a certain way in a particular context are likely to reappear later in a related context, based on the traits revealed. The "**substantially related**" test looks at the circumstances of an offense, where it happened, when, what, etc. compared to the circumstances of the licensed activity.

- Possessing a controlled substance, controlled substance analog without a valid prescription, or possessing drug paraphernalia.
- Operating a motor vehicle while under the influence of intoxicants or drugs.
- Operating a motor vehicle with a prohibited alcohol concentration (PAC) in excess of .08% by weight.
- Open intoxicants in a public places or in a motor vehicle.

What is a **habitual law offender**? The term “habitual” refers to multiple convictions or pending charges and could include an offender with two (2) offenses occurring within a relatively short period of time. The term “offender” refers to a person with civil violations such as ordinance convictions and/or misdemeanor convictions (or pending charges), which substantially relate to the licensing activity. A legal opinion rendered by the League of Wisconsin Municipalities states that a person with two drunk driving convictions within the last couple years would be considered a habitual offender under the alcohol beverage licensing laws. Intoxicating Liquors #890 (1991). Some examples include:

- Two (2) or more offenses, each with a separate incident, within the immediately preceding one (1) year.
 - Three (3) or more offenses, each a separate incident, within the immediately preceding five (5) years.
 - Six (6) or more offenses, each a separate incident, within the preceding ten (10) years.
- **Guideline 4.** Applicants must truthfully and completely fill out applications:
 - If an applicant provides false information on an application, that application shall be denied and the applicant shall not be eligible to reapply for an operator license for a period of one (1) year from the date of denial of such application.
 - If the Police Chief determines that information was *intentionally* omitted from an application, the application shall be denied and the applicant shall not be eligible to reapply for an operator license for a period of one (1) year from the date of the denial of such application.
 - If the Police Chief determines that information was OMITTED from an application due to inadvertence, mistake or excusable neglect, the Chief may allow the applicant to submit a corrected application and recommend granting of the license, if the applicant is otherwise qualified.
 - **Guideline 5.** Recommending approval of an operator’s license application for an applicant who would otherwise be denied under these policy guidelines:
 - The Common Council may approve an operator’s license application if the application would otherwise be denied under this policy if the applicant presents substantial, credible evidence of rehabilitation. Such evidence includes letters of recommendation from Alcohol and Other Drug (“AODA”) counselors, probation agents or other relevant service providers, other professional counselors, certificates and/or letters confirming satisfactory completion of an AODA or other relevant counseling program. Any such letters shall be on the letterhead of the agency offering the recommendation in order for the letter to be considered credible evidence of rehabilitation. Any evidence must be in the form of



MEMORANDUM

Date: November 1, 2016
To: Common Council
From: Kevin Englebert, Associate Planner
RE: Certified Survey Map for Appleton Road – Lot Combination

Mau & Associates Engineering requests approval of a Certified Survey Map (CSM) for a three lot combination on Appleton Road. The purpose of the request is to create one lot that is suitable for future commercial development. All three lots are currently vacant and zoned C-1 General Commercial. The lot furthest to the north is currently under annexation procedures with the City of Menasha. An attachment ordinance is on the November 7th Common Council Agenda along with this CSM.

The petitioners are proposing to create one lot that is approximately 150' deep and 472' in width. The total area of the proposed lot would be 70,949ft² or 1.63 acres. Therefore the size, setbacks, and dimension requirements would meet city standards for the C-1 General Commercial District. Furthermore, the proposed CSM will not create any zoning nonconformities and is consistent with the City of Menasha Comprehensive Plan.

The Plan Commission has recommended approval of the CSM with the finding that the side setbacks and dimensions on the proposed lot meet city standards for the C-1 General Commercial District and the Certified Survey Map will not create any zoning non-conformities. Staff also recommends approval of the Certified Survey Map for Appleton Road.

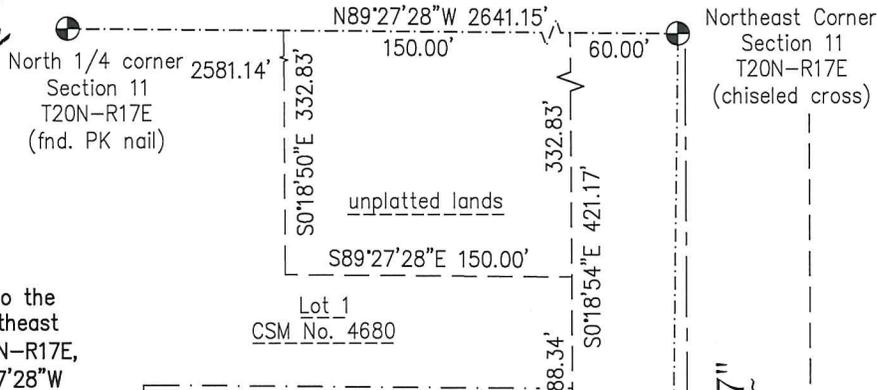
Certified Survey Map No. _____

Part of the Northeast 1/4 of the Northeast 1/4 of Section 11, T20N-R17E, City of Menasha, Winnebago County, Wisconsin.



CURVE	ARC LENGTH	RADIUS	CHORD LENGTH	CHORD BEARING	CENTRAL ANGLE	TANGENT BEARING
1-2	231.82	1850.08	231.67	S3°16'33"W	7°10'46"	S6°51'56"W
3-4	230.51	1700.08	230.33	N3°34'14"E	7°46'08"	S7°27'18"W

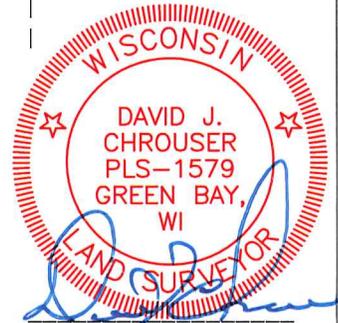
North



Bearings referenced to the North line of the Northeast 1/4 of Section 11, T20N-R17E, assumed to be N89°27'28"W

Legend

- 1.32" (o.d.) x 18" iron pipe with cap weighing 1.68 lbs/lin ft set
- 1" iron pipe found
- ⊙ 3/4" iron rebar found
- ⊕ Winnebago County monument - type noted
- () recorded as bearing / distance



David J. Chrouser
PLS-1579
October 7, 2016

Survey for: R. Lewis & R. Lewis Menasha, LLC.

Scale: 1" = 100'

Client: P.D.Q.

Tax Parcel: 008033701, 740078321, 740078319

Drafted By: MRA

File: P-10816CSM 100416.dwg

Mau & Associates

LAND SURVEYING & PLANNING
CIVIL & WATER RESOURCE ENGINEERING

Phone: 920-434-9670 Fax: 920-434-9672

Sheet One of Three

Project No.: P-10816

Drawing No.: L-9754



Certified Survey Map No. _____

Part of the Northeast 1/4 of the Northeast 1/4 of Section 11, T20N-R17E, City of Menasha, Winnebago County, Wisconsin.

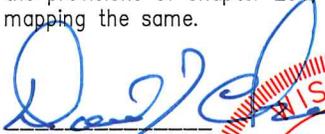
SURVEYOR'S CERTIFICATE

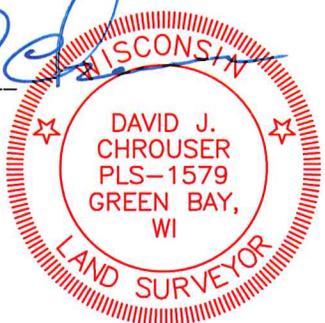
I, David J. Chrouser, Professional Land Surveyor, PLS-1579, do hereby certify that I have surveyed, combined and mapped part of the Northeast 1/4 of the Northeast 1/4 of Section 11, T20N-R17E, City of Menasha, Winnebago County, Wisconsin, more fully described as follows:

Commencing at the Northeast corner of Section 11, T20N-R17E; thence N89°27'28"W, 60.00 feet along the North line of the Northeast 1/4 of said Section 11 to the West right of way of State Highway "47", also known as Appleton Road; thence S0°18'54"E, 421.17 feet along said West right of way to the point of beginning; thence continuing S0°18'54"E, 241.00 feet along said West right of way; thence 231.82 feet along said West right of way being the arc of a 1850.08 foot radius curve to the right whose long chord bears S3°16'33"W, 231.67 feet; thence S89°32'07"W, 151.10 feet; thence 230.51 feet along an East line of Lot 1, Certified Survey Map No. 4680, Winnebago County Records, and its extension, being the arc of a 1700.08 foot radius curve to the left whose long chord bears N3°34'14"E, 230.33 feet; thence N0°18'50"W, 242.60 feet along an East line of said Lot 1; thence S89°27'28"E, 150.00 feet along a South line of said Lot 1 to the point of beginning.

Parcel contains 70,949 square feet / 1.96 acres more or less.
Parcel subject to easements and restrictions of record.

That such plat is a correct representation of all the exterior boundaries of the land survey and the division thereof. That I have made such a survey, land division and plat by the direction of the owners listed hereon. That I have fully complied with the provisions of Chapter 236, section 236.34 of the Wisconsin Statutes, and the City of Menasha in surveying, combining and mapping the same.


 David J. Chrouser
 PLS-1579
 October 7, 2016



CERTIFICATE OF THE TREASURER

As duly elected Treasurer, we hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map as of the dates listed below.

Peggy Steena Date
City of Menasha Treasurer

Mary E. Krueger Date
Winnebago County Treasurer

COMMON COUNCIL RESOLUTION

We hereby certify that this Certified Survey Map was approved by the Common Council of the City of Menasha on this ____ day of _____, 20____.

Don Merkes Date
Mayor

Debbie Galeazzi Date
Clerk





Certified Survey Map No. _____

Part of the Northeast 1/4 of the Northeast 1/4 of Section 11, T20N-R17E, City of Menasha, Winnebago County, Wisconsin.

LIMITED LIABILITY COMPANY OWNER'S CERTIFICATE

R. Lewis & R. Lewis Menasha, LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, does hereby certify that said limited liability company caused the easements to be granted and the land on this Certified Survey Map to be surveyed, combined, and mapped as represented hereon. R. Lewis & R. Lewis Menasha, LLC does further certify that this Certified Survey Map is required to be submitted to the City of Menasha for approval or objection in accordance with current Land Subdivision Ordinances.

In Witness Whereof, the said R. Lewis & R. Lewis Menasha, LLC has caused these presents to be signed by _____, its Member, on this ____ day of _____, 20__.

Member

Personally came before me this ____ day of _____, 20__, the above named Member of said Limited Liability Company and acknowledged that he executed the foregoing instrument as such Member as the deed of said Limited Liability Company, by its authority.

Notary Public My Commission Expires _____
_____ County, Wisconsin

STATE OF WISCONSIN]
] SS
COUNTY OF _____]


David J. Chrouser
PLS-1579
October 7, 2016






MEMORANDUM

To: Common Council
From: Donald Merkes, Mayor
Date: November 2, 2016
RE: Public Works Director Appointment and Enhanced Vacation Schedule

I am pleased to announce Sean Gehin as a finalist for the position of Public Works Director for the City of Menasha, as unanimously recommended by the Council appointed hiring committee consisting of: myself, Alderman Collier, Alderman Spencer, City of Appleton Public Works Director, Paula Vandehey, Police Chief Styka, and Administrative Services Director Steeno.

Mr. Gehin's previous employment experience includes: Project Engineer for the City of Wausau (~6 years), Project Manager for AECOM, a private engineering company (~2.5 Years), Project Engineer for R.A. Smith National, a private engineering company (~4 Years), Transportation Engineer for Robert E. Lee & Associates, a private engineering company (~2.5 Years), and Civil Engineer for Ayres and Associates, a private engineering company (~2 Years), over the course of his 17-plus year career to date.

In addition to requesting Council confirmation of my appointment, as is required by Menasha Municipal Code, I am also requesting an advanced vacation schedule for Mr. Gehin. City policy requires that the Personnel Committee and/or the Common Council approve any variation to the prescribed vacation allowance for new employees per the following language:

An enhanced vacation allowance may be necessary for new employees. Any enhanced vacation offer must be approved in advance by the City's Personnel Committee and/or Common Council

By way of details, per the City's Personnel Policy Handbook, a new, non-represented, regular, full-time employee is entitled to ten (10) days of vacation per year after one year of service. Because our finalist is a seasoned professional, with considerable experience in Civil Engineering and Public Works, there is a request for an enhanced vacation allowance as follows:

Fifteen (15) days of vacation annually, beginning in 2017

Please note that this is a similar request to other recent department head hiring's.

If you have questions, or would like additional information, in advance of the Common Council Meeting on Monday please contact me.

Requested Motion: Confirm Mayor's appointment of Sean Gehin as the Public Works Director and approve enhanced vacation schedule, as outlined in this memo.