

It is expected that a Quorum of the Personnel Committee, Board of Public Works, and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
May 18, 2015
6:30 PM
or immediately following Common Council
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Administration Committee, 5/4/15](#)
- D. DISCUSSION/ACTION ITEMS
 - 1. [Accept bid of Post Crescent Media as the official City newspaper, May 2015-May 2016.](#)
 - 2. [Agreement with Spielbauer Fireworks Co., Inc for fireworks programs on July 4, 2015 and July 4, 2016](#)
 - 3. [Notice of Intent to Circulate a Petition for Annexation of Territory to the City of Menasha by Kwik Trip Inc.](#)
- E. ADJOURNMENT

"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."

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
May 4, 2015
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 8:39 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Taylor, Krautkramer, Langdon, Keehan, Zelinski, Rollins-Jump, Benner, Nichols

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, DPW Radtke, CDD Keil, ASD Steeno, PHD McKenney, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [Administration Committee, 4/21/15](#)

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

Motion carried on voice vote.

2. [Special Administration Committee, 4/27/15](#)

Moved by Ald. Benner seconded by Ald. Rollins-Jump to approve minutes.

Motion carried on voice vote.

D. COMMUNICATIONS

1. [CA Captain, 4/30/15; Local Government Property Insurance Fund \(LGPIF\)](#)

No discussion/action.

E. DISCUSSION/ACTION ITEMS

1. [O-10-15 An Ordinance Amending Title 2, Chapter 2 of the Code of Ordinances \(Mayor; Common Council\) \(Introduced by Ald. Benner\)](#)

Moved by Ald. Zelinski not to recommend O-10-15.

Chairman Nichols ruled the motion was out of order after consulting with CA Captain.

General discussion ensued on Common Council and Committee procedures, Roberts Rules of Order, options instead of holding items, creating Council Rules.

Moved by Ald. Benner seconded by Ald. Rollins-Jump to recommend to Common Council O-10-15 An ordinance Amending Title 2, Chapter 2 of the Code of Ordinances (Mayor; Common Council)

Motion carried on roll call 5-3.

Ald. Nichols, Krautkramer, Keehan, Rollins-Jump, Benner voted yes.

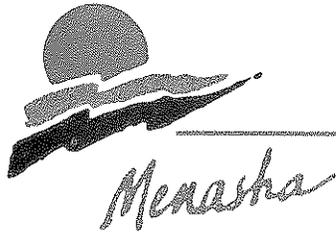
Ald. Taylor, Langdon, Zelinski voted no.

F. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Langdon to adjourn at 9:17 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk



MEMO

To: Administration Committee
From: Debbie Galeazzi, City Clerk
Subject: Official City Newspaper
Date: May 14, 2015

Post-Crescent Media was the only bid received for publishing council proceedings and other city advertising for the ensuing year.

Wis. Stats. 985.06 states that the eligible newspaper making the lowest effective bid for the city's legal notices shall be awarded the contract. Eligibility is determined pursuant to Wis. Stats. 985.03.



April 22, 2015

Deborah A. Galeazzi, City Clerk
City of Menasha
140 Main Street
Menasha, WI 54952

Dear Ms. Galeazzi,

In accordance with the legal advertising rates established by the State of Wisconsin, we are pleased to quote you the following legal advertising rates for the publication of council proceedings and other city legal advertising for the upcoming year.

Classified 6 Column Per Line charge –
Arial 6-point Font:

Number of Columns	Column Width (Picas)	First Insertion	Subsequent Insertion(s)
1	9.18	\$1.0734	\$0.8480
2	19.36	\$2.2640	\$1.7885
3	29.54	\$3.4545	\$2.7290
4	39.73	\$4.6451	\$3.6695
5	49.91	\$5.8356	\$4.6100
6	60.09	\$7.0262	\$5.5506

Our rates/fonts have changed since last year's bid based on our most recent certification from the state of Wisconsin. Going forward, if the State of Wisconsin changes their legal rate certifications, a 30 day notice will be sent accordingly.

Newspapers to be circulated in this geographic area: 34,724

Additional charges that may apply - affidavit charges \$1.00 for each affidavit.

Thank you for the opportunity to serve your community.

Sincerely,

Laurie Bolle
Sales Director
Gannett WI Media

RECEIVED

APR 29 2015

CITY OF MENASHA
BY _____



SPIELBAUER FIREWORKS CO., INC.

Wisconsin's Oldest Exhibition Fireworks Company

Office: 1976 Lane Road • Green Bay, WI 54311 • Telephone 1-920-336-0446 • Fax 1-920-336-1214

May 12th, 2015

City of Menasha
Attn: Mayor Donald Merkes
140 Main St.
Menasha, WI 54952

Dear Mayor Merkes:

Thank you for the opportunity to submit the enclosed proposals for your consideration and approval. As per your request the first proposal offers you a \$16,500.00 base program for your July 4th, 2015 (and July 4th, 2016) fireworks display. The second proposal offers you a possible \$3,500.00 addition to the base program for each year. Please note that both programs are to be shot from the water!

To create this year program I greatly increased the number of two and a half-inch shells (adding over 500 shells) and also increased the number of midlevel boxes (adding nearly 400 additional shots). These items should work well from a water venue.

The large number of shots will add much intensity to your display. They can also be contained within the fallout area more easily helping to decrease the chance of a cancellation due to high wind (a problem we have had in the past).

Some of the revisions made result from the amount of equipment we are able to safely fit on a floating vessel. Some of the changes were made to take advantage of the crowd being able to see the discharge area. We will be shooting a larger number of fireworks than ever before and I believe their proximity to the audience paired with the clear vantage to their discharge is going to make for a really exciting display!

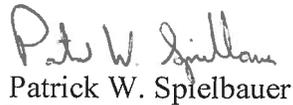
To create this year's possible \$3,500.00 addition I added two more sets of midlevel boxes, shells to canopy each of the midlevel boxes already included, and I added to the finale. This addition will further increase the intensity of your display while adding some items unique to a water venue such as our New Color Flames On Water Cake (which shoots out multi-colored candles that float and burn the colors of the rainbow on the water's surface).

If the proposals meet your approval please sign the enclosed corresponding contracts to accept each. Note that confirmation of your order and your insurance certificate will be sent to you upon receipt of the signed contracts.

Please feel free to accept just the base program at this time. We can always contract for the addition once we know where fundraising ends up. If you would like to change or add to the programs at any time, just give us a call and we will assist you!

I believe we have created a program that works very well for your event and I would be proud to be given the opportunity to supply it to you.

Sincerely,



Patrick W. Spielbauer
President



SPIELBAUER FIREWORKS CO., INC.

DISTRIBUTORS & EXHIBITORS
WISCONSIN'S OLDEST EXHIBITION FIREWORKS CO.
Established in 1952

Office:
1976 Lane Road
Green Bay, WI 54311

Phone 1-920-336-0446
Fax 1-920-336-1214

Factory & Warehouses:
Bellevue

To: City of Menasha
Attn: Don Merkes
140 Main Street
Menasha, WI 54952

Proposal # 15Me3064
Order Date 3/30/2015
Date 5/12/2015
Terms Balance Due By 7/4/2015

1% Per Month Interest Charged On Accounts Over 30 Days Old

Proposal

\$16,500.00 Fireworks Display for July 4, 2015 (Sat.)

Opening

- 12 — 4 inch Red Gamboge To Blue Chrysanthemum w/ Silver Tail
TO CANOPY 3 INCH RWB FINALE BOXES.

- 10 — 5 inch Silver To Red & Blue Crossette
TO CANOPY 3 INCH RWB FINALE BOXES.

- 4 — 3 inch 25 Shot Red, White & Blue Crossette w/ Silver Tail Box (Special Timing)
Fires twenty-five red, white, and blue shells in the sky overhead. Twenty-five shell
special boxed finale. Self contained box includes mortars.

Additional Special Break Shells

- 18 — 4 inch Assorted Japanese Style Select Shells - San Tai
- 36 — 4 inch Assorted Import Chrysanthemum & Peony Shell w/ Rising Tail - Lidu
- 6 — 4 inch Import Shell w/ Rising Whistle
- 36 — 4 inch Assorted Import Special Break Shell - Sunny
- 36 — 4 inch Assorted Import Special Break Shell w/ Rising Tail - Sunny
- 36 — 4 inch Assorted Import Strobing & Vibrant Color Shell - Icon
- 36 — 4 inch Assorted Import Chrysanthemum & Peony Shell - Lidu
- Total: 204 — 4 inch Special Break Shells**
- 8 — 5 inch Assorted Japanese Style Select Shells - San Tai
- 24 — 5 inch Assorted Import Strobing & Vibrant Color Shell - Icon
- 36 — 5 inch Assorted Import Chrysanthemum & Peony Shell - Lidu

IMPORTANT

This merchandise sold and shipped on the representation of the buyer that the same will be used strictly in accordance with laws of the state of destination.

This merchandise is sold upon the condition that the seller shall not be liable in any civil action for any accident or injury occasioned during the transportation, handling, storage, sale or use of the merchandise.



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36 — 5 inch Assorted Import Chrysanthemum & Peony Shell w/ Rising Tail - Lidu

36 — 5 inch Assorted Import Special Break Shell - Sunny

Total: 140 — 5 inch Special Break Shells

18 — 6 inch Assorted Japanese Style Select Shells - San Tai

18 — 6 inch Assorted Import Strobing & Vibrant Color Shell - Icon

18 — 6 inch Assorted Import Special Break Shell w/ Rising Tail - Sunny

27 — 6 inch Assorted Import Chrysanthemum & Peony Shell w/ Rising Tail - Lidu

27 — 6 inch Assorted Import Chrysanthemum & Peony Shell - Lidu

Total: 108 — 6 inch Special Break Shells

Midlevel Display

4 — 49 Shot Thunder Rain Cake

4 — 49 Shot Assorted Crossette Chrys. W/Strobe Dahlia Cake

4 — 150 Shot Happy Stars Box

Repeating barrage box that creates gold crackling bursts overhead.

4 — 2.5 inch 36 Shot Assorted Ring Box

Creates perfect variegated color rings in the sky above.

4 — 2.5 inch 36 Shot Twinkling Kamuro w/ Tail Box

4 — 2.5 inch 36 Shot Dahlia Tail Box

Grand Finale

5 — 5 inch Silver Rain

WICKED FOR RAPID FIRE.

5 — 5 inch White Twinkling Chrysanthemum

WICKED FOR RAPID FIRE.

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- 5 — 5 inch Diadem Chrysanthemum w/ Strobing Core
WICKED FOR RAPID FIRE.
- 5 — 5 inch Diadem Chrysanthemum w/ Titanium Reports
WICKED FOR RAPID FIRE.
- 15 — 3 inch 10 Shot Import Color & Glitter Finale - Bulk
Creates a dazzling array of color and glitter in the night sky. Ten shell special finale - reloads only.
- 4 — 2.5 inch 36 Shot New Color Finale Box
Creates a dazzling array of color and glitter in the night sky. Thirty-six shell special boxed finale. Self contained box includes mortars.
- 4 — 3 inch 25 Shot Titanium Salute w/ Silver Tail Finale Box (Special Timing)
Fires twenty-five earth shaking reports with rising tails in the sky overhead. Twenty-five shell special boxed finale. Self contained box includes mortars.

Firing Equipment

- 498 — E-Match (5M = 16.4')

Insurance Coverage

\$5 million insurance coverage for public liability and property damage.

Operator

Experienced pyrotechnic operators to be provided by Spielbauer Fireworks Co., Inc. Operators/ employees of Spielbauer Fireworks are covered under our workers compensation policy.

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Delivery

Fireworks to be delivered by Spielbauer Fireworks Co., Inc.

Equipment

All equipment necessary for the set up and firing of display to be provided by Spielbauer Fireworks Co., Inc.

Your Price \$16,500.00

Display Date: 7/4/2015

Rain Date: July 5th, 2015.

NOTE: TO BE SHOT FROM THE WATER!

Note: This is the first year of a two year contract covering July 4th, 2015 and July 4th, 2016.

DISPLAY TO LAST 25-30 MINUTES!

Local permit to be mailed in.

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Insurance certificate to be issued once order is confirmed.

Meeting with Neenah-Menasha Fire Rescue to be arranged prior to event.
Contact Vernon Green: (920) 866-6201

Location: Jefferson Park/ Menasha, WI

Thank you for your order.

~Proposal void after May 20, 2015~

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Fax 1-920-336-1214

Menasha
(Village)

WI
(Location)

Contract entered onto this 12th day of **May A.D., 2015** by and between Spielbauer Fireworks Co., Inc. party of the first part, and the **City of Menasha**.

Authorized Agent Mayor Don Merkes
(Official in Charge)

Party of the first part agrees to furnish party of the second part Fireworks per program submitted, said display to be given on the evenings of **July 4th, 2015 (and July 4th, 2016)** weather permitting. It should be understood that should inclement weather prevent the giving of said display on date herein mentioned, the program would be given on the next clear night falling during the above week, for the additional sum of six hundred dollars, to cover auxiliary costs suffered by party of the first part. If said display is not rescheduled, a cancellation fee of 20% of the contract price shall be charged.

Party of the second part agrees to furnish party of the first part sufficient space for the proper giving of said display, also to furnish dry space to store and prepare said fireworks; furnish necessary police protection and necessary lumber that may be required for erecting the display, to help our expert display man that we send to superintend said display.

The party of the first part agrees that proper protection for the benefit of spectators will be covered by bodily injury and property damage insurance at the time of display, automobiles excluded. It is further agreed and understood that the party of the second part is to pay the party of the first part the sum of **\$16,500.00** each year for the above display, same to be paid **balance due by July 4th, 2015 and balance due by July 4th, 2016**.

The parties hereto do mutually and severally guarantee the terms, conditions, and payments of this contract, their articles to be upon the parties themselves, their heirs, executors, administrators and assigns.

IN WITNESS WHEREOF we set our hands and seals in duplicate hereof this 12th day of **May, A.D., 2015**.

WITNESSES:

ACCEPTED BY X
(Official in Charge)
Pat W. Spielbauer
Spielbauer Fireworks Co., Inc. REP

REMARKS:
Fireworks as per itemized proposal number 15Me3064 dated 5/12/15. Note that this is a two-year contract for July 4th, 2015 and July 4th, 2016.



SPIELBAUER FIREWORKS CO., INC.

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To: City of Menasha
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Proposal # 15Me3065
Order Date 3/30/2015
Date 5/12/2015
Terms Balance Due By 7/4/2015

1% Per Month Interest Charged On Accounts Over 30 Days Old

Proposal

\$3,500.00 Fireworks Display for July 4, 2015 (Sat.)

Shell Flight

- 5 — 5 inch Five Colors Kamuro
TO CANOPY THUNDER RAIN CAKES
- 5 — 5 inch Red Strobe
TO CANOPY ASST. XXTTE CHRYS. W/STROBE DAHLIA CAKES
- 5 — 5 inch Crackling Flower w/ Crackling Tail
TO CANOPY HAPPY STAR BOXES
- 5 — 5 inch Ring w/ Titanium Artillery Pistil
TO CANOPY RING BOXES
- 5 — 5 inch Gold Twinkling Kamuro w/ Gold Tail
TO CANOPY TWINKLING KAMURO BOXES
- 5 — 5 inch Dahlia w/ Tail (Red w/ Red Tail, Green w/ Green Tail)
TO CANOPY DAHLIA TAIL BOXES (red or green)
- 8 — 6 inch Brocade Crown
TO CANOPY PEANUT BROCADE CROWN BOXES
- 4 — Quickmatch & Labor - Shells Chained For Rapid Fire
Match and labor used to wick above shells for rapid fire.

Midlevel Display

- 4 — 48 Shot New Color Flames On Water/ New Color Carpet Cake
- 4 — 3 inch 25 Shot Peanut Brocade Crown Box

IMPORTANT

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Grand Finale

- 4 — 52 Shot Poisonous Spider Barrage Box
Fires fifty-two timed color and spinning aerial shots 150 ft. overhead. Self contained box includes mortars.
- 4 — 4 inch 16 Shot Color & Palm Tree w/ Silver Tail Box

Firing Equipment

- 30 — E-Match (5M = 16.4')

Operator

Experienced pyrotechnic operators to be provided by Spielbauer Fireworks Co., Inc. Operators/ employees of Spielbauer Fireworks are covered under our workers compensation policy.

Delivery

Fireworks to be delivered by Spielbauer Fireworks Co., Inc.

Equipment

All equipment necessary for the set up and firing of display to be provided by Spielbauer Fireworks Co., Inc.

Your Price \$3,500.00

IMPORTANT

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Attn: Don Merkes
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Date 5/12/2015
Terms Balance Due By 7/4/2015

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Display Date: 7/4/2015

Rain Date: July 5th, 2013.

ADDITION TO ORDER - TO BE SHOT FROM THE WATER!

Insurance certificate to be issued once order is confirmed.

Meeting with Neenah-Menasha Fire Rescue to be arranged prior to event.

Contact Vernon Green: (920) 866-6201

Local permit to be mailed in.

Location: Jefferson Park/ Menasha, WI

Thank you for your order.

~Proposal void after May 20, 2015~

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NOTICE OF INTENT TO CIRCULATE A PETITION FOR
ANNEXATION OF TERRITORY TO THE CITY OF MENASHA

PLEASE TAKE NOTICE that not less than ten (10) nor more than twenty (20) days after publication of this Notice, the undersigned hereby intends to circulate a petition in accordance with §66.0217 of the Wisconsin Statutes for annexation of the lands legally described below and shown on the scaled maps attached hereto as Exhibit A from the Town of Menasha, Winnebago County, Wisconsin, to the City of Menasha, Winnebago County, Wisconsin.

A copy of the scaled maps of the territory proposed for annexation may be inspected at the office of the Clerk of the Town of Menasha, 2000 Municipal Drive, Neenah, Wisconsin and at the office of the Clerk of the City of Menasha, 140 Main Street, Menasha, Wisconsin.

Parcel "A"

All that part of the South East one-quarter (1/4) of the South East one-quarter (1/4) of Section Ten (10), Township Twenty (20) North, Range Seventeen (17) East, in the Town of Menasha, Winnebago County, Wisconsin, and described as follows: to-wit: Beginning at a point on the South line of Section Ten (10), one hundred fifty-three (153) feet West of the South East corner of said Section Ten (10), thence North one hundred fifty-three (153) feet, thence West one hundred twenty (120) feet, thence South one hundred fifty-three (153) feet to the South line of Section Ten (10) thence East one hundred twenty (120) feet to the place of beginning. Containing 0.42 acres.

Parcel No. 008-0324

Parcel "B"

A parcel of land being part of the Southwest 1/4 of the Southwest 1/4 of Section 11, and part of the Southeast 1/4 of the Southeast 1/4 of Section 10, all in Township 20 North, Range 17 East, Town of Menasha, Winnebago County, Wisconsin, bounded and described as follows: Commencing at the Southwest corner of Section 11; thence N89°34'49"E, 308.61 feet (Recorded as 309.00 feet) along the South line of the Southwest 1/4 of Section 11 to the Southerly extension of the West right-of-way line of Appleton Street and the point of beginning; thence N00°02'47"E, 32.59 feet along the extended West right of way line of Appleton Street to the North right-of-way line of Ninth Street; thence continuing North along said West right of way line, 540 feet, more or less, to the South right of way line of Eleventh Street; thence West along said South right of way line, 342 feet, more or less, to the West right of way line of Warsaw Street; thence South along said West right of way line, 573 feet, more or less, to the South line of the Southeast 1/4 of said Section 10; thence East along said South line of said Sections 10 and 11 342 feet, more or less, to the point of beginning. Containing 4.50 acres.

Parcel No. 008-0355 and part of parcels 008-0323, 008-0328, and 008-0328-01

Parcel "C"

All that part of the Southeast 1/4 of the Southeast 1/4 of Section 10, Township Twenty (20) North Range Seventeen (17) East, Town of Menasha, Winnebago County, Wisconsin described as follows: Commencing at a point that is 684 feet north of and 660 feet west of the Southeast corner of said Section 10 and the point of beginning; thence East 517.69 feet, more or less, to the Westerly right of way line of CTH P, thence Northerly along said Westerly line 242.58 feet, more or less, to a point that is North 89 degrees, 52 minutes 49 seconds West 75.49 feet of a point on the East line of said Southeast 1/4, said point on said East line being 1742.23 South of the East 1/4 corner of said Section; thence North 89 degrees 52 minutes 49 seconds West 583.06

feet to a point; thence South 0 degrees 19 minutes 48 seconds West, 230.99 feet to the point of beginning. Containing 3.1 Acres.

Parcel No. 008-0332, 008-0329-03

Parcel "D"

That part of Lot 1 of Certified Survey Map 1619 recorded as Document No. 665262 and corrected by affidavit as Document No. 667192 being part of Government Lot 4 and the Southeast ¼ of the Southeast ¼ of Section 10, Township 20 North, Range 17 East, Town of Menasha, Winnebago County, Wisconsin, commencing at the Southeast corner of said Section 10; thence N89° 52' 30"W, along the south line of said Section 10, 1409.34 ft. to the west right of way line of the C. M. St. Paul and Pacific Rail Road; thence N00° 29' 29"W, along the said right of way line 45.80 ft. to the point of curvature; thence northerly along said right of way line, 545.53 ft. along the arc of a 1942.86 ft. radius curve to the right, the chord of which bears N07° 33' 09"E, 543.74 ft.; thence S89° 24' 28"W, 359.75 ft. to the previous right of way line of the Tri-County Expressway; thence N32° 52' 52"W, along the said right of way line, 226.93 ft.; thence N74° 07' 22"W, along the said right of way line, 87.00 ft. to a point of intersection at the new right of way line of the Tri-County Expressway; thence N89° 10' 41"E, parallel with the Tri-County Reference Line, and also being the new right of way line for the Tri-County Expressway, 580 ft., more or less, to the City of Menasha corporate boundary and the point of beginning; thence N89° 10' 41"E, 62.51 ft., more or less, to the westerly right of way line of the C. M. St. Paul and Pacific Rail Road; thence southerly along said right of way line, 181 ft., more or less, along the arc of a 1942.86 ft. radius curve to the left, the chord of which bears S19° 01' 41"W, to a point of intersection with said corporate boundary; thence northerly along said corporate boundary 170 ft., more or less, to the point of beginning. Said parcel contains .10 acres.

Parcel No. 008-0334-01-01

Parcel "E"

Part of the NW 1/4 of the NW1/4 of Section 12, Township 20 North, Range 17 East in the Town of Menasha, Winnebago County, Wisconsin described as follows, viz: Commencing at the Northwest corner of said Section 12 and the point of beginning; thence South 89° 48' 00" East, along the North section line, 198 feet; thence South 00° 16' 31" West, parallel with the West line of said Section 12, a distance of 165 feet; thence North 89° 48' 0" West, parallel with the North line of said section, 198 feet more or less to the West line of said Section 12, thence Northerly along the West line of said Section 12, 165 feet more or less to the point of beginning. Containing 0.76 Acres.

Parcel No. 008-0381-02 and 008-0381-00

Parcel "F"

That part of the Southwest quarter of Section 1, Township 20 North, Range 17 East, Town of Menasha, Winnebago County, Wisconsin commencing at the Southwest corner of said Section 1; thence North 01°17'59" West along the West line of said Section 1, 1,123.94 feet to a point; thence North 88°41' 56" East, 140.33 feet to the point of beginning; thence North 67°51'39" east along the Northerly line of CSM 2503, recorded as Document Number 793929 Winnebago County R.O.D., 147 feet, more or less, to a point 140 feet South of the North line of the Southwest 1/4 of the Southwest 1/4 of said Section 1; thence Westerly along a line 140 feet South of and parallel to the North line of the Southwest 1/4 of the Southwest 1/4 of said Section 1, 278 feet, more or less, to the West line of said Section 1; thence South 1°17'59" East along the West line of said Section 1 to a point 250 feet south of the Northwest corner of the Southwest 1/4 of the Southwest 1/4 of said Section 1; thence Easterly along a line 250 feet South of and parallel to the North line of the Southwest 1/4 of the Southwest 1/4 of said Section 1, 134 feet, more or less, to the Westerly line of said CSM 2503; thence North

5°38'27" East along the westerly line of said CSM, 55 feet , more or less, to the point of beginning. Containing 0.33 acres.

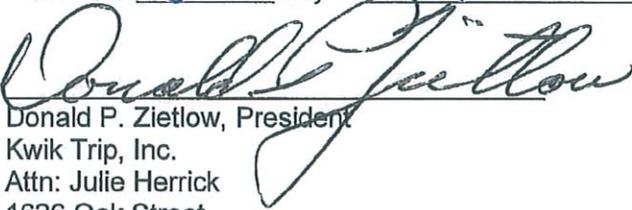
Parcel No. 008-0029-02

Parcel "G"

That part of the Northeast 1/4 of Section 11, Town 20 North, Range 17 East, in the Town of Menasha, Winnebago County, Wisconsin, described as follows, viz:- Commencing at the Southwest corner of said Northeast 1/4; thence North 89 degrees 25 minutes East, along the South line of said Northeast 1/4, 750 feet; thence North 0 degrees 35 minutes West, 1,054.65 feet, to the point of curvature of an 897.47 foot radius curve to the right, having a 356.67 foot long chord bearing North 10 degrees 52 minutes 42 second East and a 22 degree 55 minutes 24 second central angle; thence North 4 degrees 29 minutes east, 158.52 feet, along a subchord of the said curve which has a 10 degree 8 minutes central angle, to the place of beginning (said point also being 764 feet North 89 degrees 25 minutes East and 1,212.55 feet North 0 degrees 35 minutes West of the point of commencement); thence Northeasterly, along an arc of the above described curve having a 199.92 foot chord bearing North 15 degrees 56 minutes 42 second East and a 12 degree 47 minutes 24 second central angle to the point of curvature of an 897.47 foot radius curve to the left; thence continuing Northeasterly along an arc of said curve to the left to a point on the North right-of-way line of Wittmann Drive that is 1,558 feet North of (measured at right angles to) the South line and 865.11 feet East of the North-South 1/4 line of said Section 11; thence East along said North right-of-way line 493.46 feet, more or less to a point that is 1,358.57 feet East of the North-South 1/4 line of said Section 11; thence Northerly parallel with the North-South line of said Northeast 1/4, 194.3 feet to a point on the City of Menasha corporate boundary; thence Easterly 578.38 feet, more or less, to the Easterly right-of-way line of Parkside Drive; thence Southerly 344 feet, more or less, along said Easterly right-of-way line extended Southerly to the South right-of-way line of Wittmann Drive thence; Westerly 256.78 feet along said South right-of-way line to a point; thence South 0 degrees 35 minutes East, 285.45 feet; thence South 89 degrees 25 minutes West 736.55 feet to the point of beginning. Said parcel containing 7.73 acres.

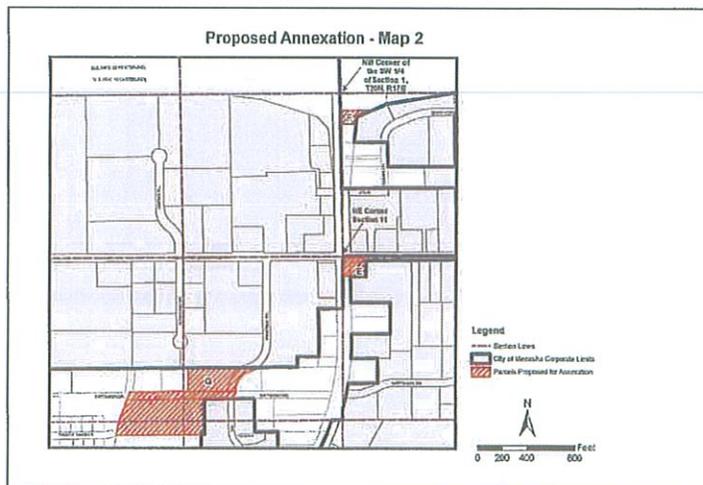
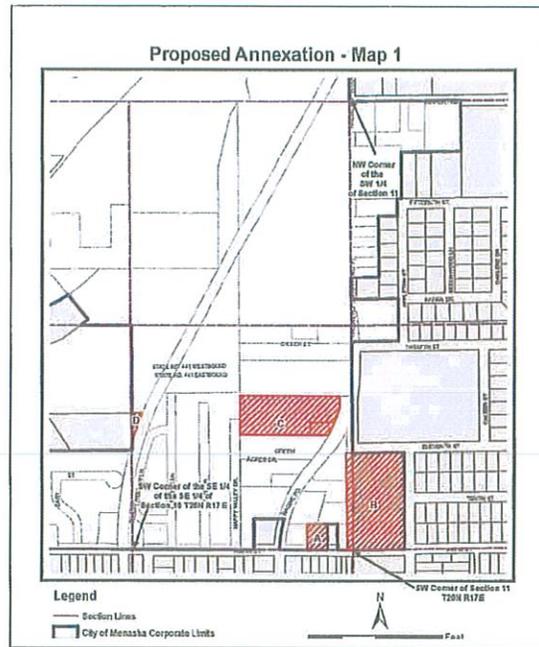
Parcel No. Part of 008-0336-04, 008-0336-04-01, 008-0340-01 and part of 008-0336-05.

Dated this 8th day of may, 2015.

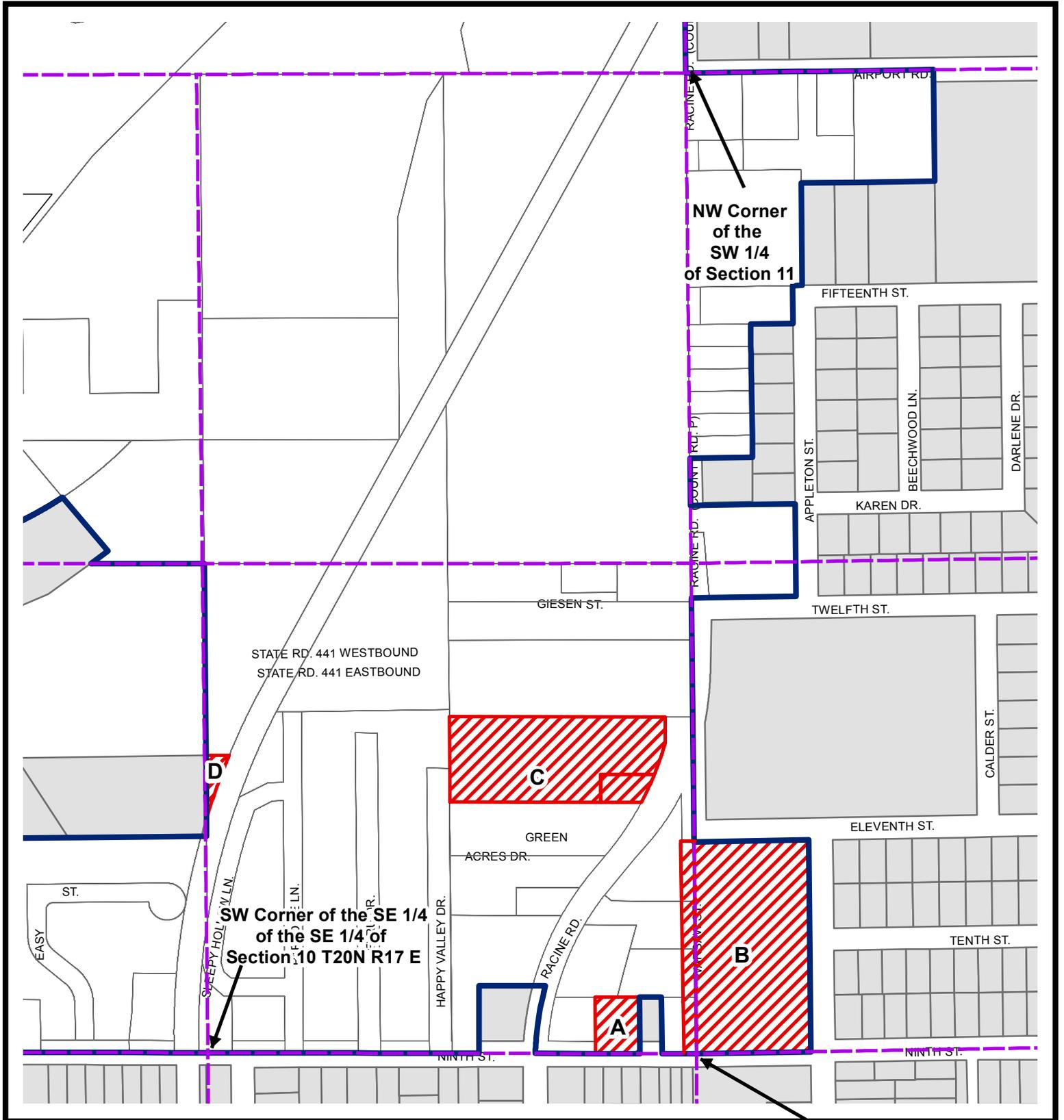


Donald P. Zietlow, President
Kwik Trip, Inc.
Attn: Julie Herrick
1626 Oak Street
LaCrosse, WI 54603

EXHIBIT A



Proposed Annexation - Map 1

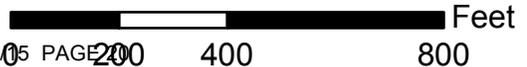


Legend

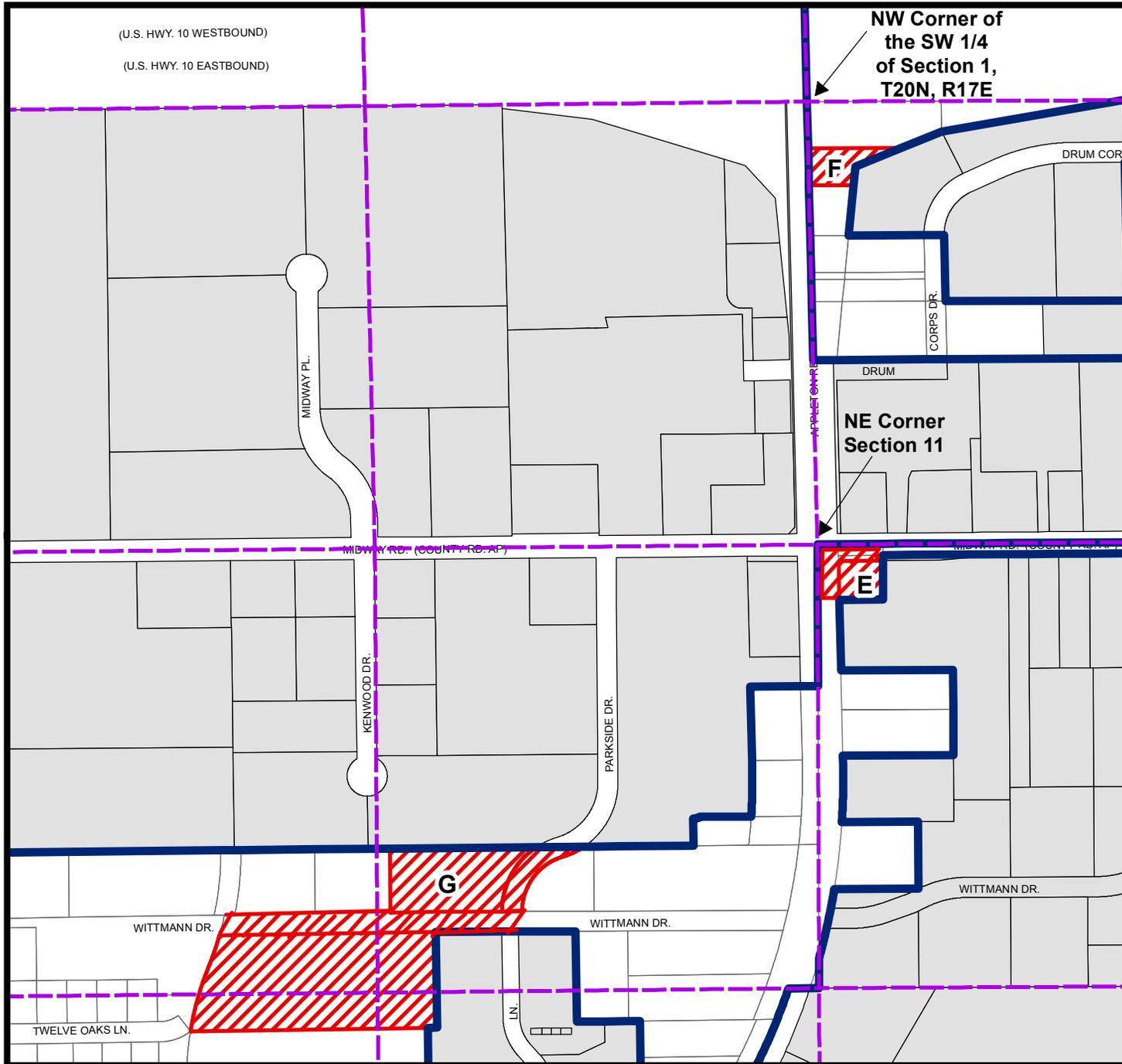
Section Lines

City of Menasha Corporate Limits

Parcels Proposed for Annexation

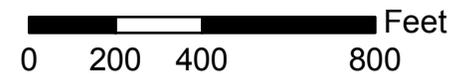


Proposed Annexation - Map 2



Legend

- Section Lines
- ▭ City of Menasha Corporate Limits
- ▨ Parcels Proposed for Annexation





Memorandum

TO: Department Heads, Plan Commission, Park Board, Assessor, Menasha Utilities, Neenah Menasha Fire Rescue, Menasha Joint School District
FROM: Greg Keil, CDD *GK*
DATE: May 12, 2014
RE: Kwik Trip, Inc. Annexation

The Administration Committee will be considering the proposed Kwik Trip, Inc. annexation at its May 18, 2015 meeting, and if recommended for approval, an annexation ordinance will be drafted for consideration by the Common Council at its June 1, 2015. Please provide the City Clerk with your annexation impact report by noon on Thursday, May 14.

The parcels to be annexed are shown on the attached maps. The total area of the annexation, including street right of way, is about 17 acres. Parcels A,C,E, and F are expected to develop into commercial uses. Parcel B will be occupied by the Menasha Joint School District athletic field. Parcel G is expected to develop into residential uses.



MEMORANDUM

TO: Administration Committee
FROM: Greg Keil, CDD 
DATE: May 14, 2015
RE: Annexation Impact Report – Kwik Trip, Inc

The Department of Community Development has considered the potential impacts of the Kwik Trip, Inc. annexation as related to duties and functions of the department and as related to the growth and development of the community.

The seven parcels included in this annexation comprise approximately seventeen acres. The parcels are currently vacant. It is expected that these properties will develop into residential and commercial uses respectively.

There will be additional work load imposed upon the Community Development Department primarily related to zoning, site plan review and building permit issuance. These events will occur over a period of time, and it is not anticipated that it will have a significant impact on the workload within the Community Development Department.

This annexation is consistent with the boundary agreement with the Town of Menasha. Adding this territory will make additional lands available for commercial and residential development and will result in increased tax base for the community. The Community Development Department supports this annexation as a logical extension of the city's boundary.



MEMORANDUM

To: Greg Keil, Community Development Director
From: Peggy Steeno, ^{PS}Administrative Services Director
Date: May 13, 2015
RE: Annexation Impact Report – Kwik Trip, Inc.

Pursuant to City of Menasha Ordinance 13-1-123, I am providing the following report regarding the above noted proposed annexation:

- The Administrative Services Department will not require any additional full-time personnel, equipment, buildings, or other improvements if the annexation is approved.
- The Administrative Services Department will not incur any costs over and above those costs normally incurred in any annexation if the annexation is approved.
- Based upon an estimated assessed value of \$897,300, at the City's current assessment rate of \$10.17, the City would realize an increase in tax collections of approximately \$9,125 annually if the annexation is approved.

Due to my statements above, and the absence of any negative effects, I am recommending that the Common Council vote to approve the annexation.