

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, July 20, 2015**

**6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
 - 1. [An application for a Special Use Permit amendment by the Menasha Joint School District to construct a garage for the football club at 1600 Midway Road, which includes Parcel Number 6-0162-02.](#)

- 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. DPW Radtke – Stormwater Plan Grant Status.
- 2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. Board of Public Works, [07/06/15-1](#) and [07/06/15-2](#).
- b. [Committee on Aging, 06/11/15.](#)
- c. [Landmarks Commission, 07/15/15.](#)
- d. [Plan Commission, 07/07/15.](#)
- e. [Water and Light Commission, 06/30/15.](#)

Communications:

- f. Waverly Sanitary District, [06/11/15](#) and [06/25/15.](#)
- g. [ES Montour, 07/09/15; City of Menasha Sewer System Evaluation Survey \(SSES\), Phase No. 3, Segments 4b & 5a Foundation Drain and Sump Pump Inspections.](#)
- h. [Mayor Merkes and Alderman Zelinski to Governor Scott Walker, 07/10/15; State Budget Bill 2015-17 Veto Request.](#)
- i. [Shannon Full, President/CEO of Fox Cities Chamber, 07/14/15; Resignation of Fox Cities Regional Partnership Executive Vice President, Larry Burkhardt.](#)
- j. [Fox Cities Regional Partnership; 2013-2015 Expansion and Attraction Project Outcomes.](#)
- k. [Fox Cities of Wisconsin; Fox Cities Visitor Spending 2014 Summary of Key Findings.](#)

- 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, 07/06/15.](#)

Board of Public Works, 07/06/15 – Recommends the Approval of:

- 2. [Street Use Application – Race the Lake; Sunday, August 16, 2015; 7:00 AM – 9:00 AM; \(DuTriRun\).](#)
- 3. [Street Use Application – Twisted Pistons, Thursday, August 20, 2015; 2:00 PM – 10:00 PM; \(Twisted Pistons, Inc.\).](#)
- 4. [Street Use Application – Community First Fox Cities Marathon Presented by Miron Construction; Sunday, September 20, 2015; 7:00 AM – 2:00 PM; \(Community First Credit Union\).](#)
- 5. [Payment – Janke General Contractors; Gilbert Riverfront Trail; Contract No. 2014-03; \\$83,760.00 \(Payment No. 3\).](#)
- 6. [Payment – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Asphalt Pavement, Storm Sewer – Southfield West/Natures Way Subdivision Streets, Barker Farm VI Subdivision Streets, River Lea Court, Broad Street, Ida Street, Manitowoc Street and Lincoln Street; Contract No. 2015-01; \\$180,509.35 \(Payment No. 1\).](#)

7. [Recommendation to Award – Fox River Crossing Contract \(Menasha Utilities\); Henkels & McCoy; \\$175,378.46.](#)

Plan Commission, 07/07/15 – Recommends the Approval of:

8. [Special Use Permit Amendment Application for 1600 Midway Road, Parcel #6-01262-02.](#)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 07/09/15 to 07/16/15 in the amount of \\$912,800.70.](#)
2. [Beverage Operators License Applications for the 2015-2017 licensing period.](#)
3. [Ground Lease Agreement - Broad Street Parking Lot.](#)
4. [Extension Agreement for Assessment and Tax Listing Services for the City of Menasha by Associated Appraisal Consultants, Inc.](#)
5. [Recognition Plaque Request from Landmarks Commission.](#)
6. [Accept letter of resignation from Alderman Rollins-Jump and plan to fill vacancy.](#)
7. Update and possible Amendment to Development Agreement by and between The City of Menasha, Wisconsin and Menasha Downtown Development, LLC.

J. ORDINANCES AND RESOLUTIONS

1. [R-21-15 Resolution Approving Application to Board of Commissioners of Public Lands to Borrow \\$745,000 From the State Trust Funds, and Authorizing the Borrowing and the Issuance of Certificates of Indebtedness and Levying a Tax in Connection Therewith. \(Introduced by Mayor Merkes\).](#)
2. [R-22-15 Resolution Approving Application to Board of Commissioners of Public Lands to Borrow \\$2,045,000 From the State Trust Funds, and Authorizing the Borrowing and the Issuance of Certificates of Indebtedness and Levying a Tax in Connection Therewith. \(Introduced by Mayor Merkes\).](#)
3. [R-23-15 Resolution Approving Application to Board of Commissioners of Public Lands to Borrow \\$875,000 From the State Trust Funds, and Authorizing the Borrowing and the Issuance of Certificates of Indebtedness and Levying a Tax in Connection Therewith. \(Introduced by Mayor Merkes\).](#)
4. [R-24-15 Resolution Authorizing the Redemption of General Obligation Promissory Notes Dated August 1, 2008. \(Introduced by Mayor Merkes\).](#)

K. APPOINTMENTS

1. Mayor's reappointment of Kip Golden, 1009 Tana Lane, Menasha, to the Redevelopment Authority for the term of 9/1/15 – 8/31/20.

L. HELD OVER BUSINESS

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 ADMINISTRATION COMMITTEE AND BOARD OF PUBLIC WORKS.

P. ACTION ITEMS

1. CA Captain – Update on Litigation.
 - a. City of Menasha vs. Village of Harrison, Calumet Circuit Court Case Number 2015CV000017.
2. If necessary, motion to 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 advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (City of Menasha vs. Village of Harrison, Calumet Circuit Court Case Number 2015CV000017).
3. If necessary, may reconvene into open session immediately following any closed session in order to take action on the closed session items. Wis. Stat. 19.85(2).

Q. ADJOURNMENT

MEETING NOTICE
Monday, August 3, 2015
6:00 p.m.

Committee Meetings to Follow

**City of Menasha
Public Hearings**

NOTICE IS HEREBY GIVEN that public hearings will be held by the Menasha Plan Commission and Common Council on an application for a Special Use Permit amendment by the Menasha Joint School District to construct a garage for the football club at 1600 Midway Road, which includes Parcel Number 6-0162-02, City of Menasha, Winnebago County, Wisconsin. The subject site is zoned R-1 Single Family Residential District which requires a Special Use Permit for schools per Sec. 13-1-25(d)(13) of the City of Menasha Code of Ordinances. The Plan Commission will hold its public hearing on Tuesday, July 7, 2015 at 3:30 PM, or shortly thereafter, in the Council Chambers of Menasha City Hall located at 140 Main Street, Menasha, WI. The Common Council will hold its public hearing on this matter at 6:00 PM, or shortly thereafter, on Monday, July 20, 2015 at the same location. All persons interested in commenting on the application for this Special Use Permit Amendment are invited to attend.

Deborah A. Galeazzi, WCMC
City Clerk

Run: July 3 and July 13, 2015.

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
July 6, 2015
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Krautkramer at 5:50 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Zelinski, Benner, Nichols, Taylor, Krautkramer, Langdon, Keehan.

EXCUSED: Alderman Rollins-Jump

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Auxier, CDD Keil,
PRD Tungate, PHD McKenney, LD Lenz, FM Sassman, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [June 15, 2015](#)

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

Motion carried on voice vote.

D. ACTION ITEMS

1. [Change Order – Janke General Contractors; Gilbert Riverfront Trail; Contract No. 2014-03; DEDUCT: \\$9,205.75 \(Change Order No. 2\)](#)

PRD Tungate explained the change orders to Contract No. 2014-03 and Contract No. 2014-04 are the result of the discovery of deteriorating piling components on the existing train trestle near the east end of the Gilbert Trail. He explained an alternate trail route needed to be selected. The alternate trail route reduced the cost of the project.

General discussion ensued on deduction has no impact on grant funds received for the project, additional engineering cost paid by engineering consultant.

Moved by Ald. Nichols seconded by Ald. Keehan to recommend to Common Council Change Order for Janke General Contractors for Gilbert Riverfront Trail, Contract No. 2014-03, Deduct of \$9,205.75 (Change Order No. 2)

Motion carried on roll call 7-0.

2. [Change Order – Janke General Contractors; Gilbert Trestle Improvements; Contract No. 2014-04; DEDUCT: \\$41,383.00 \(Change Order No. 2\)](#)

Moved by Ald. Nichols seconded by Ald. Keehan to recommend to Common Council Change Order for Janke General Contractors for Gilbert Trestle Improvement, Contract No. 2014-04, Deduct of \$41,383.00 (Change Order No. 2).

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Keehan to adjourn at 6:10 p.m.

Motion carried on voice vote.

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

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
July 6, 2015
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Krautkramer at 8:45 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Zelinski, Benner, Nichols, Taylor, Krautkramer, Langdon, Keehan.

EXCUSED: Alderman Rollins-Jump

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, CDD Keil, PHD McKenney, FM Sassman, Randy Thomson (Twisted Pistons), Steve Grenell (MU), Clerk Galeazzi.

C. ACTION ITEMS

1. [Street Use Application – Race the Lake; Sunday, August 16, 2015; 7:00 AM – 9:00 AM; \(DuTriRun\)](#)

Moved by Ald. Taylor seconded by Ald. Keehan to recommend to Common Council Street Use Application for Race the Lake on Sunday August 16, 2015, 7:00-9:00AM (DuTriRun)

Motion carried on voice vote.

2. [Street Use Application – Twisted Pistons, Thursday, August 20, 2015; 2:00 PM – 10:00 PM; \(Twisted Pistons, Inc.\)](#)

Randy Thomson, representative of Twisted Pistons, gave a brief summary of the Twisted Pistons Car Show and the downtown area to be utilized.

Moved by Ald. Taylor seconded by Ald. Keehan to recommend to Common Council Street Use Application for Twisted Pistons, Thursday August 20, 2015, 2:00-10:00 PM (Twisted Pistons, Inc.).

Motion carried on voice vote.

3. [Street Use Application – Community First Fox Cities Marathon Presented by Miron Construction; Sunday, September 20, 2015; 7:00 AM – 2:00 PM; \(Community First Credit Union\)](#)

PC Styka explained the new route of the marathon. He stated the new route should be less of an impact to the residents.

Moved by Ald. Taylor seconded by Ald. Keehan to recommend to Common Council Street Use Application for Community First Fox Cities Marathon Presented by Miron Construction, Sunday September 20, 2015, 7:00AM-2:00PM (Community First Credit Union).

Motion carried on voice vote.

4. [Payment – Janke General Contractors; Gilbert Riverfront Trail; Contract No. 2014-03; \\$83,760.00 \(Payment No. 3\)](#)

Moved by Ald. Taylor seconded by Ald. Keehan to recommend to Common Council Payment to Janke General Contractors for Gilbert Riverfront Trail, Contract No. 2014-03 in the amount of \$83,760.00 (Payment No. 3).

Motion carried on roll call 7-0.

5. [Payment – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Asphalt Pavement, Storm Sewer – Southfield West/Natures Way Subdivision Streets, Barker Farm VI Subdivision Streets, River Lea Court, Broad Street, Ida Street, Manitowoc Street and Lincoln Street; Contract No. 2015-01; \\$180,509.35 \(Payment No. 1\)](#)

Moved by Ald. Benner seconded by Ald. Keehan to recommend to Common Council Payment to Northeast Asphalt, Inc. for new street construction and reconstruction, concrete curb and gutter, asphalt payment and storm sewer for Southfield West/Natures Way Subdivision streets, Barker Farm VI Subdivision streets, River Lea Court, Broad Street, Ida Street, Manitowoc Street and Lincoln Street, Contract No. 2015-01 in the amount of \$180,509.35 (Payment No. 1).

Motion carried on roll call 7-0.

6. [Recommendation to Award – Fox River Crossing Contract \(Menasha Utilities\) ; Henkels & McCoy; \\$175,378.46](#)

Steve Grenell, MU-Engineering Manager, explained the contract is for construction of foundations for two steel towers, and installation of the towers and electrical circuits across the Fox River from River Street to Lawson Street. Henkels & McCoy was the lowest of the six bids submitted.

Moved by Ald. Nichols seconded by Ald. Taylor to recommend to Common Council Recommendation to Award the Fox River Crossing Contract (Menasha Utilities) to Henkels & McCoy for the amount of \$175,378.46.

Motion carried on roll call 7-0.

D. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Keehan to adjourn at 9:04 p.m.

Motion carried on voice vote.

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

**CITY OF MENASHA
COMMITTEE ON AGING
Menasha Senior Center
116 Main Street, Menasha
June 11, 2015
Minutes**

- A. Meeting called to order at 8:05 am.
- B. Present: Joyce Klundt, Mary Lueke, Brenda Marks, Nancy McKenney, Jean Wollerman, Guest: Todd Drew
Absent: John Ruck Excused: Tom Stoffel
- C. MINUTES TO APPROVE
Brenda Marks moved to approve the May 14, 2015 minutes, seconded by Mary Lueke. Motion passed.
- D. NEW BUSINESS:
Debbie Galeazzi, Clerk, City of Menasha presented "*Proper Procedures for Conducting a Meeting.*" Key points included: reviewing the role of a City Committee, complying with [Wisconsin Open Meetings Law](#); the importance of constructing an agenda; staying on agenda topic during the meeting; and recording the minutes. This helps inform the public on activities of government.
Transportation for Seniors: This topic will be tabled until the next meeting.
City of Neenah Committee on Aging: The Committee agreed that this would be a standing report during the Senior Center Director at Committee meetings.
Fire Arms Policy: Nancy McKenney consulted with Attorney Pamela Captain who confirmed there is an ordinance addressing the no firearms policy on City property (Section 11-1-1).
Brenda Marks moved that: "The City of Menasha Committee on Aging amends the Senior Center Code of Conduct under additional rules and expectations, by adding: "Consistent with City Ordinance [Title 11 Offenses and Nuisances, Section 11-1-1](#), there are no fire arms allowed on the Senior Center premises ." The motion was seconded by Mary Lueke. Motion passed.
- E. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
Senior Center: Reports - Jean Wollerman reviewed monthly participation in Senior Center programs. There are new participants in programs. She noted that this was the 5 year anniversary of the consolidation of the Senior Center with the YMCA. There will be a party to celebrate sometime in July. Re-accreditation should be completed by July. The Annual Senior Center meeting will be held in September in Steven's Point. The Senior Center will have a float at Community Fest parade on July 3, 2015 and a fund raising effort. There will also be a brat fry (Menasha Max) on June 26th.
Public Health: Nancy McKenney discussed DHS Healthy Brain Initiative/Dementia Friendly Communities grant application (\$2,000). **Renovation Project Update:** Todd Drew described items to be completed (e.g. blinds, black topping, eaves). There was discussion about placing posts out in front of the building to assist drivers and items that need to be completed prior to grant close out. **Sixty Plus Grant** – No report.
- F. HELD OVER BUSINESS
Fundraising Update: Jean Wollerman noted she would have a more complete report at the next meeting.
Donor Wall: Jean Wollerman is getting quotes and considering different materials for the donor wall.
Donor Night: Jean Wollerman will set up the donor night when the donor wall is completed.
No Smoking Policy Update: New signs will be posted at the entrance.
Election of Officers: The Committee agreed that elections would be held at the July 9, 2015 meeting.
- G. ADJOURNMENT Brenda Marks moved to adjourn the meeting, seconded by Mary Lueke. Motion passed.
Meeting adjourned at 9:35 AM. The next meeting will be held on July 9, 2015 at 116 Main Street, Menasha.

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
July 15, 2015
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 4:35 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Ald. Mark Langdon and Commissioners Tom Grade, Paul Brunette, Shellie Caudill and Dean Wydeven.

LANDMARKS MEMBERS EXCUSED: Commissioner Alison Mayer.

OTHERS PRESENT: CDD Keil, AP Englebert and Nick Jevne.

C. MINUTES TO APPROVE

1. **Minutes of the June 15, 2015, 2015 Landmarks Commission Meeting**

Motion by Comm. Brunette, seconded by Ald. Langdon to approve the June 15, 2015 Landmarks Commission meeting minutes. The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA OR ANY ITEM RELATED TO THE RESPONSIBILITIES OF THE LANDMARKS COMMISSION

No one spoke.

E. COMMUNICATIONS

1. **Conducting Open Meetings**

Ald. Langdon commented on open meeting law requirements and Robert's Rules of Order.

2. **New York Times Article**

Comm. Grade commented on how economic forces were having an adverse effect on historic preservation and drew parallels with Menasha.

F. ACTION ITEMS

1. None.

G. DISCUSSION ITEMS

1. **Historical Magazine Article Submission Follow-Up**

AP Englebert stated that he spoke with the editor of Columns, the quarterly newsletter for the Wisconsin Historical Society, and was informed that the publication does not accept third-party submissions. AP Englebert also reached out to the Wisconsin Magazine of History and is awaiting a response.

2. **Pillar Committee Follow-Up**

Comm. Grade spoke about narrowing down potential sites for the column relocation. Commissioners discussed the efficacy of relocating the columns in a city park. CDD Keil informed the commission that there will be another Pillar Committee meeting around October to discuss the site locations in more detail.

3. **Lion's Head and Hotel Plaque Follow-Up**

Comm. Grade stated that he has the Lion Head in his possession. Additionally, Comm. Grade indicated that the Menasha Historical Society may create a mold of the Lion's Head and incorporate it into the Bridge Tower Museum. Ald. Langdon updated the committee about efforts to locate the Menasha Hotel Historic Plaque.

4. **Historical Society Caboose – National/State/Community Landmark**

Comm. Brunette talked about the possibility of placing the caboose on the Wisconsin State Historical Register. Commissioners discussed maintenance of the caboose.

5. **Historical Landmarks and Opportunity to Save and/or Potential to Lose**

Commissioners discussed the role of the Landmarks Commission as it pertains to development in the Historical District. Comm. Caudill suggested concentrating preservation efforts at specific

properties within the district. Commissioners talked about historic preservation initiatives in other communities.

6. Appropriateness of Residence to Serve on Landmarks Commission

CDD Keil explained that there is no residency requirement for members of the Landmarks Commission. Commissioners discussed the merits of a residency requirement and qualifications of Landmarks Commission members.

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

None one spoke.

I. ADJOURNMENT

Motion by Ald. Langdon, seconded by Comm. Wydeven to adjourn at 5:50 PM. The motion carried.

Respectfully submitted by AP Englebert.

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
July 7, 2015
DRAFT MINUTES

A. CALL TO ORDER

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

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Merkes, DPW Radtke and Commissioners DeCoster, Schmidt, and Sturm.

PLAN COMMISSION MEMBERS EXCUSED: Ald. Benner and Commissioner Cruickshank.

OTHERS PRESENT: CDD Keil, CDC Heim, AP Englebert, Laura and Roger Biechler representing Historic Hotel Pub (336 Chute St), Lynn Ann Sauby (339 Broad St), Joe Weiland representing the Menasha Joint School District and Steve Grenell, Menasha Utilities.

3:30 PM – Public Hearing on the Proposed Special Use Permit Amendment, 1600 Midway Road, Parcel ID #6-01262-02

Mayor Merkes opened the public hearing at 3:32 PM.

CDD Keil explained the request for a garage to be built to house football equipment. Staff has reviewed the site plan and found some deficiencies in the parking lot screening and interior landscaping. To bring the site into compliance, an additional 80 shrubs in the front yard setback would need to be planted. The parking lot interior landscaping could be addressed as it was with the high school project and brought into compliance when the parking lot is repaved.

The hearing was closed at 3:35 PM.

C. MINUTES TO APPROVE

1. **Minutes of the June 16, 2015 Plan Commission Meeting**

Motion by Comm. Decoster, seconded by Comm. Sturm to approve the June 16, 2015 Plan Commission meeting minutes. The motion carried.

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

1. No one spoke.

E. DISCUSSION

1. None.

F. ACTION ITEMS

1. **Proposed Special Use Permit Amendment, 1600 Midway Road, Maplewood Middle School**

Commissioners discussed the landscaping deficiencies on the parcel. The consensus was to have the parking lot perimeter landscaping brought into compliance as soon as possible while the interior parking lot landscape would be brought into compliance when the parking lot is repaved.

Motion by Comm. Strum, seconded by DPW Radtke to approve the proposed special use permit amendment for 1600 Midway Road, Maplewood Middle School with the following conditions:

- 80 shrubs be planted in the front yard setback as soon as possible
- The interior parking lot landscaping be brought into compliance at the time the parking lot is re-paved

The motion carried 5-0.

2. **Proposed 10' Utility Easement – One Menasha Center**

It was requested that this item be brought back to the Plan Commission with a revised easement and legal description.

3. **Amended Landscape Plan – 336 Chute Street – Biechler's Chute Street Pub and Apartments**

CDD Keil indicated that a second request for release of a portion of escrow was being held for landscaping. Per staff review there are 4 canopy trees (1 in the southwest planting bed, 3 along the back lot line) that were shown on the approved landscape plan as well as day lilies on the east side of the property which have not been installed. CDD Keil also presented an email from Mr. Curt Dachelet, but it was difficult to understand his position on whether he agrees or is opposed to the trees not being installed. CDD Keil also explained that Ald. Taylor had left a message indicating the Dachelet's desire to keep the trees that were in the original plan.

CDD Keil explained in place of the four missing trees the following could be planted in their place:

- 3 upright evergreens
- 5, 4-feet plus shrubs
- 15, 4-feet or less shrubs
- Or any combination of the above to achieve compliance

Mr. Biechler indicated that he feels there is a miscommunication between Ald. Taylor and Mr. Dachelet as that was not the indication he had gotten from Mr. Dachelet.

Ms. Lynn Ann Sauby indicated that the Biechler's have done a wonderful job with the landscaping and listening to the neighbor's requests. Ms. Sauby indicated that she can't see the reasoning to add more trees or plantings and doesn't feel it is necessary.

Mr. Grenell indicated that the current Box Elder tree on the property has caused power outages and will need additional trimmings to rectify this issue.

Comm. Sturm indicated that he is happy to hear that the neighbor's and Menasha Utilities are happy with the progress of the landscaping but believes the ordinance is fair to all properties in the city and would find it hard pressed to view ordinance conformance on a case by case basis. CDD Keil indicated that the commission does have the option to deviate from the existing plan as long as landscaping requirements of the ordinance are met.

Motion by Comm. Sturm, seconded by DPW Radtke to amend the landscape plan for 336 Chute Street, Biechler's Chute St Pub and apartments with the following conditions:

- Authorize staff to modify the plan consistent with the ordinance
- If neighboring property owners do not want the additional trees, option to use other materials to achieve ordinance compliance
- Terrace tree to be planted by city and bill the property owner
- Tree in the southwest planting bed to not be planted
- City staff to meet with property owners to find out what they want

Motion carried 5-0.

H. ADJOURNMENT

Motion by Comm. Cruickshank, seconded by DPW Radtke to adjourn at 3:59 PM. The motion carried 5-0.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

June 30, 2015

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:00 a.m., with Commissioners Don Merkes, and Roy Kordus present on roll call. Also present were Melanie Krause, General Manager; William Menting, Electric Manager; Tim Gosz, Water Utility Manager; Kristin Hubertus, Business Operations Accountant and John Teale, Technical Services Engineer.

Those excused were Commissioner Zelinski, Customer Services Manager Maurer, and Engineering Manager Grenell. Those absent were Commissioner Roush.

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

Item III. Motion made by Comm. Merkes, seconded by Comm. Kordus, was unanimous on roll call to approve the following:

- A. Minutes of the Regular Meeting of May 27, 2015
- B. Approve and warrant payments summarized by checks dated June 4-24, 2015, which includes Net Payroll Voucher Checks, and Operation and Maintenance Voucher Checks for a total of \$723,428.92, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call
- C. Correspondence as listed:
 - Copy of Menasha Utilities Annual Drinking Water Quality Report dated June 2015
 - Copy of the June 2015 MU Employee Newsletter
 - Copy of News Release dated June 3 RE: High School Scholarship
 - Copy of letter from Quinn Kinser dated June 12 RE: Thank you
 - Copy of the Public Service Commission of Wisconsin Notice of Proceeding dated June 3 RE: Consideration of joint application to transfer two customers

Item IV. Claims Against The Utility – There were no claims discussed at this meeting.

Item V. Purchase Orders over \$10,000.00 issued since the last Commission meeting were presented for informational purposes.

Item VI. Unfinished Business, Bids for Fox River Crossing – Engineering Manager Grenell reviewed the bid opening held on June 16, 2015 for construction. Six bids were received with Henkels & McCoy being the low bidder at \$175,378.46.

A motion by Comm. Kordus, seconded by Comm. Merkes, was unanimously approved on roll call to award the bid for the Fox River Crossing Construction Labor contract to Henkels & McCoy, in the amount of \$175,378.46. The Commission also recommended the Board of Public Works approve and award this bid to Henkels & McCoy and then forward it to the Common Council for Approval.

Item VII. New Business, Organizational Chart – A 5 year organizational structure plan was included in the packet outlining proposed title, job duty, and structure changes along with potential new positions within the organization. Employee head count changes will be discussed during the budget process.

The motion by Comm. Merkes, seconded by Comm. Kordus was unanimous to approve the proposed organizational chart as presented.

Item VIII. Strategic Reports, Monthly Strategic Initiative Update – The May report was discussed.

May Financial and Project Status Reports – Electric Net Operating Income is less than budget due mainly to higher purchase power costs which are anticipated to decrease in the upcoming months. A column was added to the Electric Project Status Report titled “Budgeted/Projected End Date.”

Water consumption was lower than budget by 2.5% driven mainly by the Industrial class; system losses are higher in May due to water main flushing; and Net Operating Income remains higher than budget due to less expenses overall.

For Telecommunications, a fiber line for a new customer has been connected.

After discussion, the Commission accepted the May Financial and Project Status Reports as presented.

Project Reports, Water Plant projects – The Chemical Feed Building project is progressing as expected.

Source Water Study Update – Staff is waiting on Appleton’s numbers to proceed to the next step in the process.

Lead & Copper Testing/Lead Water Service Ordinance – The 2000 Madison case outlining their proposed lead replacement plan to the PSC was discussed. The PSC has not gotten back to the Utility regarding the pre-paid option that was submitted to them.

Metering Practice & Plan – Staff continues to work with the PSC on the coincident rider.

Mr. Grenell updated the Commission on the current distribution work being performed. Underground work on ONE Menasha Center was used as a training exercise and was received well with employees; Ponds phase II has begun; and staff is preparing for the Racine Street interchange crossings project.

Item IX. No one from the Gallery was heard on any topic of public concern to the Utility.

Item X. The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimously approved on roll call to adjourn at 9:03 a.m.

By: MARK L. ALLWARDT
President

ROY KORDUS
Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL
ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE, ARE
SUBJECT TO REVISION.

MEETING MINUTES
WAVERLY SANITARY DISTRICT
June 11, 2015
District Office - N8722 County Rd. LP

1) **MEETING WAS CALLED TO ORDER** at 8:00am by President Bartlein.

2) **PRESENT:**

President Bartlein	(DRB)	Systems Operator Krueger	(RWK)
Commissioner Kasten	(DLK)	Systems Operator Van Zeeland	(TGV)
Consultant Sams	(MLS)	Systems Operator Dornfeld	(DWD)
Engineer Martenson	(SCM)	Office Manager Girdley	(CMG)
		Admin Assistant Weir	(PMW)

Commissioner Jerry Bartlein was absent/excused.

3) **APPROVAL/ACCEPTANCE OF 5/14 AND 6/2/15 MEETING MINUTES:**

MOTION (DLK¹/DRB²) to approve. Motion carried 2-0.

4) **RECEIPT ACKNOWLEDGEMENT/APPROVAL/ACCEPTANCE OF THE 2015 JAN – MAY FINANCIAL STATEMENTS AND BUDGET COMPARISONS:**

MOTION (DLK¹/DRB²) to approve. Motion carried 2-0.

5) **COMMUNITIES/CUSTOMERS/SERVICE CONCERNS**

- Menasha Utilities Service Acquisition of District's Lift Station #4 Property: CMG stated the PSC acknowledged receipt of Menasha Utilities' request.
- Acct #132 Undocumented Additional Water Line/Sanitary Lateral: RWK spoke with property owner who will work directly with developer regarding responsibility for pond maintenance.
- Lakeview Stormwater Pond: Harrison engineer will contact the contractor responsible for finish grading on area north of WSD building around the tree line because area can't be mowed with regular equipment.

6) **MONTHLY WATER SAMPLE TESTS' RESULTS:** RWK reported five samples taken on 5/19/15 were determined safe by Clean Water Testing. Report on file.

7) **OLD BUSINESS**

- 2013 Wisconsin Act 25-Municipal Customer Privacy Bill: Nothing new to report.
- Senate Bill 517 Act 274-Tax Roll Certification of Unpaid Utility Bills: WI Rural Water Assn has provided detailed instructions for tax roll certification.

8) **DISTRICT'S REPAIR/MAIN EXTENSION/MODIFICATION PROJECTS**

- Sonny Drive Extension East of Black Oak – Review Bids/Award Contract: SCM reported contracts are signed. Project will proceed when Harrison completes stripping topsoil. The July 17 completion deadline may need extension.
- Future Lift Station: SCM reported East Central Wisconsin Regional Planning Commission lifted hold at June 10 Facility Committee meeting and granted easement to bring service through a small area outside WSD sewer service area but within the planning boundary.

9) **GENERAL CONSTRUCTION STATUS (INDIVIDUAL DEVELOPER FUNDED PROJECTS)**

- Harrison Apartments Phase I: SCM reported final walk through will be completed after roads/driveways constructed in gravel state.
- Harrison Apartments Phase II & III: Construction complete but waiting on some required items.
- Ponds of Menasha – Phase 2: Acceptance expected when Villa way is constructed in gravel state.

10) NEW BUSINESS

- Next meeting is Thursday July 23, 2015 (8:00am) at District Office.

11) OFFICE REPORT:

- TID Reimbursement Request: CMG reported request was submitted to Harrison and payment expected by end of month.
- 2012 Outstanding Special Assessment Payments: CMG reported two outstanding assessments will be paid at end of month.
- CMG reported 17 residential and one commercial connection in May compared to 33 residential and no commercial last May.

12) FIELD REPORT

- Spring Valley Road Revised As-Builts: RWK reported revised as-builts are in process.
- Disposal of District's 1993 Dump Truck: RWK reported the truck can be taken to Outagamie Auction being held 6/27/15. Consensus of the commission was to proceed using auction.
- RWK reported WSD received a good report from DNR after recently completed three-year Sanitary Survey.

13) OTHER BUSINESS TO LEGALLY COME BEFORE THE COMMISSION

- Waverly Sanitary District Facility Lawn Maintenance: RWK reported he believes fertilizer has been applied.
- WE Energies Electric Easement/Final Exhibit: CMG reported copy is expected by end of year.
- Culvert Disposal – General Discussion: Commissioner Kasten will pick up used culvert today.

14) ADJOURNMENT: MOTION (DLK¹/ DRB²) to adjourn. Motion carried 2-0. Meeting was adjourned at 8:35am.

Submitted by Penny M. Weir
Administrative Assistant

MEETING MINUTES
WAVERLY SANITARY DISTRICT
June 25, 2015
District Office - N8722 County Rd. LP

1) **MEETING WAS CALLED TO ORDER** at 8:00am by President Bartlein.

2) **PRESENT:**

President Bartlein	(DRB)	Office Manager Girdley	(CMG)
Commissioner Kasten	(DLK)	Admin Assistant Weir	(PMW)
Commissioner Bartlein	(JJB)	Mark Mommaerts, Harrison Planner	
Consultant Sambs	(MLS)		

3) **NEW BUSINESS**

- Revisit the Village of Harrison's Future Assessments to possibly rescind the June 2, 2015 motion: After discussion the Commission still had questions regarding the assessments. MOTION (JJB¹/ DLK²) to postpone decision. Motion carried 3-0.
- Securing Ehlers-Financial Planning, Financial Advisory Services: Cathy will contact a couple financial planning services for information on rates and services and contact M&E for estimated costs for the project.

4) **ADJOURNMENT:** MOTION (DLK¹/ JJB²) to adjourn. Motion carried 3-0. Meeting was adjourned at 8:40am.

Submitted by Penny M. Weir
Administrative Assistant



July 9, 2015

«Owner»
«Owner_Address»
«City», «State» «Zip»

«Parcel_Full_Address»

**City of Menasha Sewer System Evaluation Survey (SSES), Phase No. 3, Segments 4b & 5a
Foundation Drain and Sump Pump Inspections**

To Whom It May Concern:

In March, April and June of 2015 you received a letter requesting that you contact our office and set up a Foundation Drain/Sump Pump Inspection. To date we have had no response from you.

Your property needs to be checked for correct storm and drain water disposal. The purpose of this inspection program is to identify any buildings that may have sump pumps, foundation drains or other types of drainage systems improperly connected to the sanitary sewer system. Such connections are improper under both the State codes and City Sewer Use Ordinance. It is imperative that your property be inspected as part of the overall inspection program.

All properties with improvements need to be inspected; including those with or without sump pumps and basements

It is extremely important to the City of Menasha to inspect all buildings to identify clear water sources. The City Council passed Ordinance 0-7-04 on June 7, 2004 (see attached) which allows the City to inspect your property. **If you do not contact our office and set up an appointment, the City will bill you the appropriate sewer surcharge as explained in the attached ordinance (\$50.00 per month for residential properties) beginning August 1, 2015, and continuing until such time you contact us for an appointment.**

Please contact this office immediately at 920-967-3610 to schedule an inspection. Inspections may be scheduled for Monday through Friday, with the first appointment starting at 7:20 AM and the last appointment at 5:00 PM. We will try to accommodate inspections outside of these time slots if necessary. Inspections will take approximately fifteen minutes. We ask that an adult representative familiar with the property be available for the inspection. Please identify and have access to all floor drains in the lowest level of the property prior to the inspection.

This will be your last opportunity to have your property inspected before being billed the appropriate sewer surcharge beginning August 1, 2015. Please contact me 920-967-3610 if you have any questions.

Sincerely,

Tim J. Montour
Engineering Supervisor

Enclosure

C: Mayor Merkes
Common Council (Communication)

ORDINANCE O - 7 - 04

AN ORDINANCE RELATING TO THE SEWER USER SURCHARGES

Introduced by Alderman Michalkiewicz

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

SECTION 1: Sec. 9 – 3 – 11 (i) is created to read as follows:

- (i) The City may impose a surcharge to the sewer bill to any sewer service user who violates any provision of this ordinance relating to:
 - a. Allowing authorized City representatives to enter on private property for the purpose of inspections to insure compliance with the terms of sec. 9 – 3.
 - b. Failing to remove, replace, or repair any improper connections to the sanitary sewer system.
 - c. Compliance with the scheduling of any testing procedure designed to implement the intent of sec. 9 - 3.

SECTION 2: Sec. 9 – 3 – 11 (j) is created to read as follows:

- (j) The surcharge imposed pursuant to sec. 9 – 3 – 11 (i) shall be:
 - a. For residential properties of two or less dwelling units - \$50/month.
 - b. For commercial properties less than 2000 square feet - \$300/month.
 - c. For residential properties three or four dwelling - \$300/month
 - d. For residential properties greater than four dwelling units - \$1000/month.
 - e. For commercial properties 2000 square feet or greater - \$1000/month.
 - f. For industrial sewer use properties – as determined by the Board of Public Works upon the recommendation of the Director of Public Works.
 - g. The Director of Public Works is empowered to determine the sewer user category.

SECTION 3: Sec. 9 – 3 – 11 (k) is created to read as follows:

- (k)
 - a. The Director of Public Works shall notify the Finance Department to levy the surcharge when necessary.
 - b. The Director of Public Works or his/her designee shall notify the property owner and resident that such surcharge will be levied. At least one such notice shall be by registered mail, return receipt requested. A signed receipt and/or notice that delivery has been refused shall constitute notice sufficient to impose the surcharge.
 - c. Prior to imposing a surcharge for failure to remove, replace, or repair any improper connection, the Director of Public Works shall give the owner and /or resident at least 60 days for such removal, replacement or repair. Additional time may be granted at the discretion of the Director of Public Works.

SECTION 4: Sec. 9 – 3 – 11 (l) is created to read as follows:

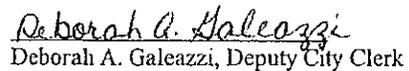
(l) The provisions of sec. 9 – 3 – 11 (i) – (k) are in addition to any other enforcement provisions provided for in sec. 9 -3.

SECTION 5: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this 7th day of June 2004.


Joseph F. Laux, Mayor

ATTEST:


Deborah A. Galeazzi, Deputy City Clerk

ATTORNEY'S NOTE: This ordinance is one step in the process of correcting any infiltration/inflow problems with the City's sanitary sewer system. It allows the City to impose a surcharge to the sewer bill for those residents and property owners who fail to comply with the inspection program or refuse to correct improper connections. If enacted, it should speed up and simplify the process of correcting these problems.

Parcel Number	Parcel Full Address	Owner	Owner Address	City	State	Zip
730080004		Benjamin Gill	163 Marina Pl	Menasha	WI	54952
710007300		Brian Bert	108 Appleton St	Menasha	WI	54952
710020100		Brian Hameister	428 Second St	Menasha	WI	54952
710032900		Brian Madrigal	536 Third St	Menasha	WI	54952
750022400		Carol Walter	604 Second St	Menasha	WI	54952
740011900		Carrie Burd	616 Third St	Menasha	WI	54952
710026200		Curt Christensen	518 Third St	Menasha	WI	54952
750021300		Eddie Kielcheski	629 Third St	Menasha	WI	54952
710008700		Jason Halverson	504 First St	Menasha	WI	54952
710004600	RE: 436 Broad St	John J Hohler Trust	362 Hollow Tree Ridge Rd	Darien	CT	06820
710004900		Kenneth Stern	547 First St	Menasha	WI	54952
710003500	RE: 409 First St	Marvin Adams	N3252 State Hwy 76	Hortonville	WI	54944
750021000	RE: 643 Third St	Michelle Dejno	1015 Eden Dr	Neeah	WI	54956
710025600		Nicholas Corrente	62 Racine St	Menasha	WI	54952
710010600		Timothy Waters	409 Second St	Menasha	WI	54952
710024500	RE: 212 Main St	Zalbon Property Group LLC	P.O. Box 734	Neeah	WI	54957



10 July 2015

Governor Scott Walker
Room 115 East, State Capitol
P.O. Box 7863
Madison, Wisconsin 53707-7863

RE: State Budget Bill 2015-17 Veto Request

Dear Governor Walker:

On behalf of the City of Menasha, we are writing to respectfully request that you veto the policy item that prohibits local code compliance at the time of sale which the Legislature inserted into the state budget on behalf of the Wisconsin Realtors Association.

When policy items such as this are inserted into the state budget without being carefully vetted they often have unintended consequences. In the case of prohibiting local code compliance at the time of sale of a property, the State is taking away the most effective way municipalities have to deal with eliminating blight, identifying clearwater and sewage infiltration issues, improving neighborhoods, and increasing property values. Having tools such as "time of sale" ordinances allows the safety and aesthetic repairs that neighbors and/or tenants are demanding at a time when funds are available either because of a new mortgage or proceeds from the sale of the property. This new provision unnecessarily interferes with local control and negatively impacts the ability of our city to serve our citizens.

Thank you for considering this request on behalf of the citizens of the City of Menasha.

Sincerely,

Donald Merkes
Mayor
City of Menasha

Dan Zelinski
Sixth District Alderman
City of Menasha

Don Merkes

From: Shannon Full <sfull@foxcitieschamber.com>
Sent: Tuesday, July 14, 2015 2:01 PM
Subject: Urgent Message

Importance: High

Dear Valued Partner,

Good afternoon, as a critical stakeholder in the Fox Cities Regional Partnership, I wanted to reach out to you immediately regarding an announcement. Larry Burkhardt, Executive Vice President for the Partnership, gave his resignation on Friday, July 10th and will be continuing his career as the director of economic development for the City of Sacramento, California.

Larry has served this organization since May 2012 and has been instrumental in launching the Fox Cities Regional Partnership. Our community has benefitted from his vast experience and relationships in economic development and we have experienced many positive outcomes in existing industry growth and retention as well as positioning our brand with site location consultants and new industries looking to relocate or expand here in our region.

Larry has been highly sought after by other communities, especially following his recent national award of "Top 50 Economic Development Professionals" in the nation. However, his decision to accept the position in Sacramento is a personal and professional one as he will be advancing his career but also relocating to the city where his daughter and granddaughter reside. We wish him all the best in his future endeavors and thank him for the contribution he has made to this organization and our community.

I also want to assure you that the Partnership has a strong operating plan in place with very experienced and passionate staff to carry out the mission. Based upon the changing business climate and feedback we have gathered from our stakeholders and business leaders, we are increasing our focus on retaining and assisting our existing with their needs to grow and expand here locally. We are also heightening our focus on attracting, retaining and expanding high quality talent that is essential for our companies' and communities' success. Finally, we are doing this while still maintaining a full-scope economic development program that refocuses our attraction strategies in a much more collaborative approach that better leverages our resources and produces even greater outcomes. Our attraction focus will be strategically focused on building our existing supply chain, also assisting our local companies while still attracting new companies to the area.

I want to thank you for your critical support of dollars, time, trust and leadership. I highly value the commitment you have made to improve the quality of life for this community and the retention and creation of jobs in our region. On behalf of the Board, Economic Development Council and Leadership Team, I want to assure you that we are committed to the mission and outcomes of the Partnership. I will be personally reaching out to you by phone as well to further discuss this transition and the exciting future of the Partnership.

Sincerely,

Shannon L. Full

President/CEO



Office Phone: 920-734-7101

Cell Phone: 920-422-3331

Email: sfull@foxcitieschamber.com

www.foxcitieschamber.com

www.foxcitiesregionalpartnership.com

Follow The Chamber On:





FOR IMMEDIATE RELEASE – July 15, 2015

Media Contact:

Lisa Cruz

Red Shoes PR

Phone: [920.574.3253](tel:920.574.3253)

Email: lisa@redshoespr.com

Fox Cities Regional Partnership executive vice president resigns

Appleton, Wis. – Larry Burkhardt, the executive vice president of the [Fox Cities Regional Partnership](#), has decided to continue with his passion of economic development and attraction at a new position as the director of economic development for the City of Sacramento in Sacramento, California.

In his role at the Regional Partnership, Burkhardt has been instrumental in launching and leading the organization to many of its successes, including building working relationships between private and public sectors, leading efforts to assist local employers and recruit/retain local talent, and drawing site selectors outside of the region and state into the Fox Cities.

“We are extremely thankful to Larry for all that he has done in and for our area employers over his past three years at the Partnership,” said Shannon Full, president/CEO of the Fox Cities Chamber of Commerce. “Moving forward, the Partnership has a strong operating plan in place with an experienced and passionate staff to carry out our priorities based upon the feedback from our stakeholders and business leaders.”

The Regional Partnership will maintain a full-scope, strategic economic development program that focuses its attraction strategies on collaborative opportunities to leverage the community’s resources and produce even greater outcomes. This includes an increased focus on retaining and assisting existing industries with their needs to grow and expand locally as well as heightening its focus on attracting, retaining and expanding high quality talent that is essential for local companies’ and communities’ success.

[Fox Cities Regional Partnership](#) is an affiliate of the Fox Cities Chamber of Commerce. It exists for the purpose of strengthening our local economy by supporting local job creation through the retention, expansion and attraction of primary employers. The Regional Partnership serves as the point of contact for local businesses seeking assistance with labor training, funding, government advocacy, building and land opportunities,

demographic and economic information and other individual needs. The Regional Partnership serves the communities of Outagamie and Calumet Counties, as well as the northern portions of Winnebago County.

###

(Please right click to download and save.)



Larry Burkhardt



Shannon Full

11 COMPANIES 903 NEW JOBS \$307,834,800 IMPACT

PROJECT NAME	NEW JOBS ANNOUNCED	PROJECT DESCRIPTION	REGIONAL PARTNERSHIP ROLE	EST. ECONOMIC IMPACT (DIRECT, INDIRECT & INDUCED)
THIEL CHEESE	12	Cheese producer acquired new equipment that significantly expanded processing capacity	Assisted with governmental land use compliance and economic incentive process	\$ 8,903,494
GALLOWAY FOODS	5	Liquid processing of concentrated dairy blends and sweetened condensed milk. The company is the largest manufacturer of frozen dairy dessert mixes in Wisconsin	Provided assistance with state economic incentive process	\$ 3,709,789
AMEREQUIP	103	Contract manufacturer producing equipment for OEM's, including Ariens, Toro, John Deere and others. Company has established fast growth plans, and considered expansion in Kiel and in North Carolina.	Participated in problem solving process involving City, County, DNR. Assisted with coordination of state economic incentives	\$ 30,594,805
POLYFLEX	40	Plastics blow molding company headquartered in Walworth, WI. Company growth demanded more production space. Decision made to build 59,000 sq. ft. new facility in Kaukauna	Assisted the City of Kaukauna with marketing of the area to the company, and worked with the Industrial and Commercial Development Commission, the Community Development Department and the Common Council to facilitate negotiations and approval processes	\$ 15,857,807
WINONA FOODS	29	Cheese processing company headquartered in Green Bay acquired smaller cheese shredding company in Kaukauna. Acquisition will trigger move of Wisconsin-based production operations into Kaukauna, along with operations currently located in four states	Assisted the company with state incentive process	\$ 21,516,777
SIMPLY INCREDIBLE	120	Central Wisconsin frozen cranberry snack food processor purchased City of Menasha steam generation plant to site expanded production activities	Generated economic impact report to assist City with project assessment and feasibility	\$ 58,911,120
COATING SYSTEMS	26	Hortonville trucking company that has expanded into pipe coating, heat-treating and painting as a contractor to Piping Systems.	Provided assistance to company owner and business consultant with application process associated with Outagamie County Prosperity Fund	\$4,315,028

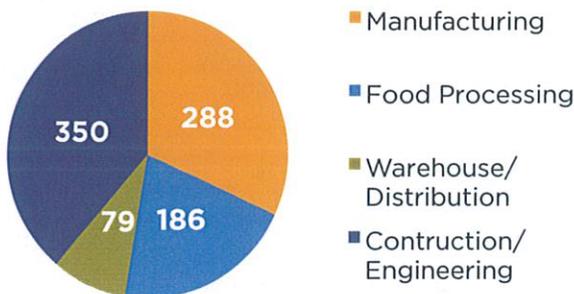
11 COMPANIES

903 NEW JOBS

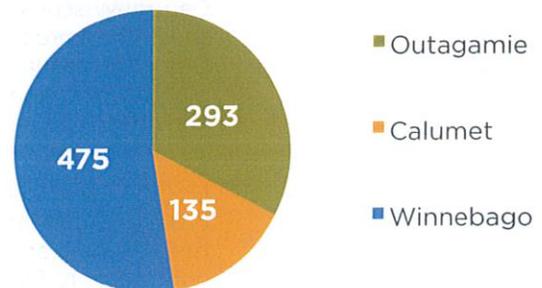
\$307,834,800 IMPACT

PROJECT NAME	NEW JOBS ANNOUNCED	PROJECT DESCRIPTION	REGIONAL PARTNERSHIP ROLE	EST. ECONOMIC IMPACT (DIRECT, INDIRECT & INDUCED)
WERNER ELECTRIC	79	Neenah-based electrical Warehouse and distribution company looking to double in size, seeking appropriate location for 200,000 sq. ft. building. Company considering Fox Cities location as well as out of state options	Provided assistance in identifying real estate options, coordination with WEDC for economic incentives, consultation on preparation of presentation for public sector, coordination of meeting with prospect community	\$ 21,241,767
PIPING SYSTEMS	119	Hortonville manufacturer engaged in \$5.5 million, 65,000 sq. ft. expansion associated with having landed a contract to supply pipe to a liquefied natural gas export facility in Maryland	Assisted the company with financial assessment, application and packaging of State incentives and site considerations	\$ 61,712,172
SARGENTO FOODS INC.	20	Cheese producer expanded Hilbert plant capacity and increased production jobs	Working with Plymouth, WI headquarters, Regional Partnership provided extensive labor and demographic research in response to company concerns about being able to access sufficient numbers of employment candidates	\$18,686,920
FAITH TECHNOLOGIES	350	Menasha-based company engaged in major expansion of its engineering sector	Responded to company request for potential real estate options. Responded to City of Menasha request for economic impact numbers associated with expansion	\$62,385,121

JOBS BY SECTOR



JOBS BY COUNTY



Fox Cities Visitor Spending 2014

Summary of Key Findings

- Visitors to the Fox Cities region spent **5.65% more** in 2014 than in 2013.
- Visitor spending of **\$434 million generated nearly \$558 million in total business sales** in 2014 as tourism dollars flowed through the Fox Cities economy.
- The \$434 million in visitor spending directly supported **6,000 jobs** in Fox Cities in 2014.
- The 6,000 tourism supported employees in Fox Cities earned **\$93.6 million in wages** and benefits.
- Including indirect and induced impacts, **tourism in the Fox Cities generated \$37.3 million in state and local taxes** and \$56.4 million in Federal taxes last year.
- Spending growth was strongest on accommodations and recreation – two of the industries we consider to be the ‘core’ tourism industries for a region.
- Each household in Fox Cities would need to be taxed an additional \$580 per year to replace the tourism taxes received by state and local governments.
- Attendees who participated in sports tournaments that used paid lodging facilities during their stay in the Fox Cities spent an average of \$107.96 per person per night. Attendees stayed an average of 1.7 nights and the average immediate travel party size was 4.06. **
- Attendees at meetings and conventions who used paid lodging facilities during their stay in the Fox Cities spent an average of \$125.54 per person per night. Attendees stayed an average of 3.4 nights and the average travel party size was 2.09. **

Visitor Spending and Impacts Fox Cities					
County	Millions				Pch Change
	2011	2012	2013	2014	
Lodging	\$85.5	\$85.1	\$89.6	\$95.6	6.67%
Food & Beverages	\$113.4	\$114.8	\$121.5	\$128.5	5.75%
Retail	\$88.0	\$86.7	\$88.8	\$91.1	2.56%
Recreation & Entertainment	\$49.0	\$52.1	\$55.6	\$60.5	8.94%
Local Transportation	\$46.4	\$51.5	\$55.6	\$58.7	5.46%
Total	\$382.3	\$390.2	\$411.1	\$434.3	5.65%
Growth Rate		2.05%	5.37%	5.65%	

Visitor Spending by Quarter Fox Cities				
	Q1	Q2	Q3	Q4
2012	\$93.0	\$96.0	\$118.2	\$92.1
2013	\$82.9	\$104.9	\$121.8	\$101.5
2014	\$88.4	\$107.3	\$129.1	\$109.5
% Chn	6.63%	2.32%	5.99%	7.88%

Source: Tourism Economics 2014 of Visitor Spending in the 20 municipalities served by the Bureau.

**Source: Study of Convention and Sports Tournament visitor spending Conducted by DTS Consulting, 2013.



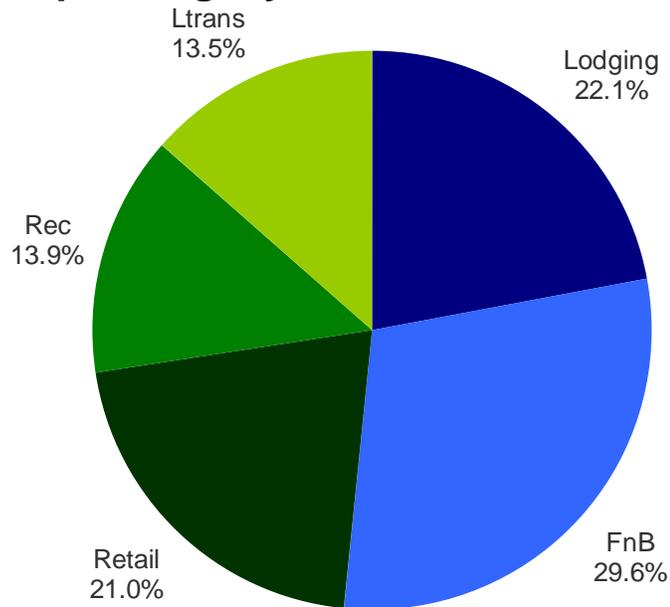
FOX CITIES OF WISCONSIN

Fox Cities Visitor Spending

by Year, Millions of \$



Visitor Spending by Sector



Source: Tourism Economics 2014 of Visitor Spending in the 20 municipalities served by the Bureau.

**Source: Study of Convention and Sports Tournament visitor spending Conducted by DTS Consulting, 2013.



CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, July 6, 2015
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:12 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Zelinski, Benner, Nichols, Taylor, Krautkramer, Langdon, Keehan

EXCUSED: Alderman Rollins-Jump

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Auxier, CDD Keil, PRD Tungate,

PHD McKenney, LD Lenz, FM Sassman, Clerk Galeazzi

DEPT. HEAD EXCUSED: DPW Radtke

D. PUBLIC HEARING

NONE

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

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

Dina Lein, 878 Third Street, Menasha. On-going issues with neighbor. Request ordinance change.

Tim Jacobson, 732 Paris Street, Menasha. 1) Marina Arc needs maintenance; 2) Behavior of Council members.

Chris Klein, 730 Keyes Street, Menasha. 1) Questions on TIF 13, office building, parking structure; 2) Questions on RR Donnelley site.

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, 06/15/15.](#)

b. [Landmarks Commission, 06/15/15.](#)

c. [Library Board, 06/18/15.](#)

d. [Plan Commission, 06/16/15.](#)

e. [Water and Light Commission, 05/27/15.](#)

f. [Winnebago County Joint Review Board, 06/16/15.](#)

Communications:

g. [Waverly Sanitary District Meeting Minutes, 05/14/15.](#)

h. [Jamie Leonard, President, IAFF Local 275, Neenah-Menasha Professional Fire Fighters, Inc. to CA Captain, 06/22/15; Requesting to open discussions pertaining to their contract that expires on 12/31/15.](#)

i. [DPW Radtke, 6/30/15: Scheduled closing of Racine St. between Third and Fourth Streets on July 8.](#)

j. [DDMO Alix, 07/01/15; Solid Waste Collection Costs & Comparison.](#)

Moved by Ald. Benner seconded by Ald. Keehan to receive Minutes and Communications A-J.

General discussion ensued on Minutes C (Library Board), Comm. H (IAFF Local 275 letter), Comm. I (closing of Racine Street).

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, 06/15/15.

Board of Public Works, 06/15/15 – Recommends the Approval of:

2. Payment – Janke General Contractors; Gilbert Riverfront Trail, Contract No. 2014-03; \$89,331.58 (Payment No. 2).

Plan Commission, 06/16/15 – Recommends the Approval of:

3. The Certified Survey Map, Appleton Road and Midway Road, Kwik Trip.

4. The Certified Survey Map, 177 Main Street and Vicinity, with the condition that Outlot 1 along with the description of Outlot 1 be removed from the Certified Survey Map.

5. Plan Commission Resolution 1-2015 Designating Proposed Boundaries and Recommending Approval of the Plan for Tax Incremental District #13.

6. Plan Commission Resolution 2-2015 Recommending Approval of the Proposed Project Plan Amendment for Tax Incremental District #5.

Board of Public Works, 07/06/15 – Recommends the Approval of:

7. Change Order – Janke General Contractors; Gilbert Riverfront Trail; Contract No. 2014-03; DEDUCT: \$9,205.75 (Change Order No. 2).

8. Change Order – Janke General Contractors; Gilbert Trestle Improvements; Contract No. 2014-04; DEDUCT: \$41,383.00 (Change Order No. 2).

Ald. Langdon requested to remove Consent Agenda item 4.

Ald. Taylor requested to remove Consent Agenda items 5 & 6.

Moved by Ald. Benner seconded by Ald. Keehan to approve Consent Agenda items 1, 2, 3, 7, 8.

Motion carried on roll call 7-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Langdon seconded by Ald. Keehan to approve Consent Agenda item 4, CSM, 177 Main St. and vicinity with the condition that Outlot 1 along with the description of Outlot 1 be removed from CSM. General discussion ensued on the 2 foot parcel that was removed from CSM.

Motion carried on roll call 7-0.

Moved by Ald. Benner seconded by Ald. Nichols to approve Consent Agenda item 5, Plan Commission Resolution 1-2015 Designating Proposed Boundaries and Recommending Approval of the Plan for Tax Incremental District #13.

General discussion ensued on properties included in TIF #13 Project Plan.

Motion carried on roll call 6-1. Ald. Zelinski voted no.

Moved by Ald. Benner seconded by Ald. Nichols to approve Consent Agenda item 6, Plan Commission Resolution 2-2015 Recommending Approval of the Proposed Project Plan Amendment for Tax Incremental District #5.

Motion carried on roll call 6-1. Ald. Zelinski voted no.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 06/18/15 to 07/02/15 in the amount of \$1,600,576.38.

Moved by Ald. Nichols seconded by Ald. Keehan to approve accounts payable and payroll.

General discussion on expenditures.

Motion carried on roll call 7-0.

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 listed on memo dated 7/1/15.

Motion carried on roll call 7-0.

Unanimous consent from Council to allow Emily Hein to speak.

Emily Hein addressed the Council on the incident that appeared on her background check. It was her understanding she was not convicted of the incident but it was "read into the record".

PC Styka explained what happens when an incident is "read into the records".

Moved by Ald. Zelinski seconded by Ald. Langdon to approve beverage operator's license application of Emily Hein.

Motion carried on roll call 5-2.

Ald. Krautkramer, Langdon, Keehan, Zelinski, Benner voted yes. Ald. Nichols and Taylor voted no.

Moved by Ald. Nichols seconded by Ald. Keehan to deny beverage operator's license application of Tonia Stephan as she does not meet the criteria under Guidelines for Operator Licenses.

Motion carried on roll call 7-0.

3. [Class "B" and Class C Liquor License Application for 13 Main Enterprises RCK LLC, d/b/a 13 Main, 13 Main Street, Menasha, Choi Robert Schake, agent for the 2015-2016 licensing year.](#)

Moved by Ald. Taylor seconded by Ald. Nichols to approve Class "B" and Class C Liquor License Application for 13 Main Enterprises RCK LLC, d/b/a 13 Main, 13 Main Street, Menasha, Choi Robert Schanke, agent for the 2015-2016 licensing year.

Motion carried on roll call 7-0.

4. [Acquisition of the RR Donnelley Ahnaip Street Property.](#)

CDD Keil explained staff has been working with RR Donnelley on acquiring the property on Ahnaip Street in accordance with Common Council directive. They have reached a tentative understanding on the terms to be included in a purchase agreement. Staff is asking for authorization to prepare a land purchase agreement and have an appraisal and environmental assessment of the property.

General discussion ensued on impact to property when Racine Street Bridge is replaced, other uses of the property, terms of the purchase agreement.

Moved by Ald. Nichols seconded by Ald. Taylor to authorize staff to prepare a land purchase agreement for the RR Donnelley Ahnaip Street property and to authorize expenditure of Community Development budgeted funds in an amount not to exceed \$32,500 for appraisal and environmental assessment of the property.

Motion carried on roll call 7-0.

5. Ground Lease Agreement - Broad Street Parking Lot. (As recommended by Plan Commission)

Moved by Ald. Benner seconded by Ald. Keehan to approve Ground Lease Agreement for Broad Street Parking Lot.

CA Captain explained the Plan Commission recommended entering into an agreement for the Broad Street parking lot, but not the terms. She is working on the final terms of the agreement and will bring it back at a future Common Council meeting.

General discussion ensued on terms of agreement allowing use of ground level of ramp during non-business hours.

Ald. Benner and Ald. Keehan removed their motion.

6. [Police K-9 Vehicle.](#)

PC Styka explained the Police K-9 vehicle was recently loss due to a fire. Insurance funds and department funds will cover the purchase of a new vehicle. Special equipment for the vehicle will be covered by vehicle maintenance budget.

General discussion ensued on the cause of the fire, funding for vehicle.

Moved by Ald. Taylor seconded by Ald. Keehan to grant authorization for the Police Department to purchase a Police Interceptor SUV for use as the new Police K-9 vehicle in the amount of \$29,723.00, \$16,344.00 from insurance and \$13,379 from Police Department budget.

Motion carried on roll call 7-0.

7. [First Amendment to Tower and Ground Space Lease Agreement Between City of Menasha and Sprint Spectrum, L.P. Dated November 7, 2013.](#)

CA Captain explained Sprint Spectrum L.P. submitted their changes to the Tower and Ground Space Lease Agreement. The Common Council approved an amendment at a previous meeting. Their changes are clarification of the terms.

Moved by Ald. Nichols seconded by Ald. Langdon to approve First Amendment to Tower and Ground Space Lease Agreement Between City of Menasha and Sprint Spectrum, L.P. dated November 7, 2013.

Motion carried on roll call 7-0.

J. ORDINANCES AND RESOLUTIONS

1. [R-19-15; Resolution Approving the Project Plan and Establishing the Boundaries for and the Creation of Tax Incremental District No. 13, City of Menasha, Wisconsin. \(Recommended by Plan Commission\).](#)

Todd Taves from Ehlers reviewed the Project Plan for TID No. 13. He explained the plan and the financial obligation.

General discussion ensued on status of WEDC grant, properties included and not included in Project Plan, value of properties in Project Plan.

Moved by Ald. Benner seconded by Ald. Nichols to adopt R-19-15 Resolution Approving the Project Plan and Establishing the Boundaries for the Creation of Tax Incremental District No. 13, City of Menasha, Wisconsin.

Motion carried on roll call 6-1. Ald. Zelinski voted no.

2. [R-20-15; Resolution Approving an Amendment to the Project Plan of Tax Incremental District No. 5, City of Menasha, Wisconsin. \(Recommended by Plan Commission\).](#)

Todd Taves from Ehlers explained this is an amendment for a onetime transfer of funds from TID No. 5 to TID No. 13 as a source of funding a portion of developer's incentive.

Moved by Ald. Nichols seconded by Ald. Benner to adopt R-20-15 Resolution Approving an Amendment to the Project Plan of Tax Incremental District No. 5, City of Menasha, Wisconsin.

Motion carried on roll call 6-1. Ald. Zelinski voted no.

K. APPOINTMENTS

L. HELD OVER BUSINESS

1. [Amendment No. 2 to Third Street Bridge Design Agreement \(WisDOT/Ayres Associates/City of Menasha\).](#) Held from 06/15/15 meeting.

Moved by Ald. Nichols seconded by Ald. Keehan to approve Amendment No. 2 to Third Street Bridge Design Agreement (WisDOT/Ayres Associates/City of Menasha).

Motion carried on roll call 7-0.

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. RECESS TO BOARD OF PUBLIC WORKS

Moved by Ald. Benner seconded by Ald. Keehan to recess at 8:38 p.m.
Motion carried on voice vote.

Reconvene at 9:06 p.m.

P. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. CA Captain – Update on Litigations:

1. Incorporation of a portion of lands comprising the Town of Menasha, Winnebago County, WI; Case No. 15-CV-452 (Fox Crossing).

CA Captain updated the Council on recent hearings on the incorporation of the Town of Menasha. As directed by the Council, CA Captain filed the documents to be a Party of Interest. She explain rule of Circuit Court on incorporation. City did question legal description on petition. City did not voice any objection to legal description. As a Party of Interest the City can request a hearing in front of the Incorporation Review Board once the order has been signed.

Moved by Ald. Nichols seconded by Ald. Keehan to authorize CA Captain to request a hearing in front of Incorporation Review Board after the order has been signed.
Motion carried on roll call 7-0.

2. City of Kaukauna vs. Village of Harrison et al. Circuit Court Case No. 13-CV-159, Appellate Case Number 2014AP2828.

CA Captain explained case is in Appellate Court. Briefings have been completed and waiting for decision.

3. City of Menasha vs. Waverly Sanitary District et al. Circuit Court Case Number 2013CV00189, Appellate Case Number 2014AP001576.

CA Captain explained case is Appellate Court. Briefings have been completed and waiting for decision.

2. If needed, Motion to 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 advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Incorporation of a portion of lands comprising the Town of Menasha, Winnebago County, WI, Case No.15-CV-452; City of Kaukauna vs. Village of Harrison et al. Circuit Court Case No. 13-CV-159, Appellate Case Number 2014AP2828; City of Menasha vs. Waverly Sanitary District et al. Circuit Court Case Number 2013CV00189, Appellate Case Number 2014AP001576).
No Action.

3. If needed, may reconvene into open session immediately following any closed session in order to take action on the closed session items. Wis. Stat. 19.85(2).
No Action.

Q. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Langdon to adjourn at 9:24 p.m.
Motion carried on voice vote.

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



STREET USE APPLICATION

Event: Race the Lake

Sponsored by: DuTri Run

Responsible Person: Ben West

Address: 920 S. Keller Park Dr.
Appleton WI 54914

Email Address: ben@duetri.run.com Phone: 9205442414

Street Route: See map
Description of Use (attach map)

Street Use Date:	<u>8-16-15</u>
Start Time:	<u>7am</u>
End Time:	<u>9am</u>
Number of Units:	<u>0</u>

(Parades)

Liability Insurance has been secured in the amount of \$ 2,000,000 with the City of Menasha named as the additional insured. This is primary insurance.

Insurance Company Paroubek Insurance Agency Policy No. CPP3214611
(Attached are samples of the certificate of insurance and endorsement; each naming the City of Menasha as additional insured).

Date: 6-30-15 Applicant's Signature: [Signature]

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25. Please make checks payable to City of Menasha.

Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

TO BE COMPLETED BY CITY STAFF (Revised April 3, 2015)

Scheduled Park & Recreation Board Review Date: _____

Not Required: Approved: _____ Denied: _____

Scheduled Common Council Review Date: 7-20-15

Approved: _____ Denied: _____

APPROVAL:
Police Dept. [Signature] Fire Dept. [Signature] Public Works Dept. MR City Attorney _____

GANTHER RACE THE LAKE

2015 COURSE MAP Key

- Course Route
- Course Direction
- Rest Stop
- PP Porta-Potty
- Relay Switch

Enlarged View Menasha Neenah

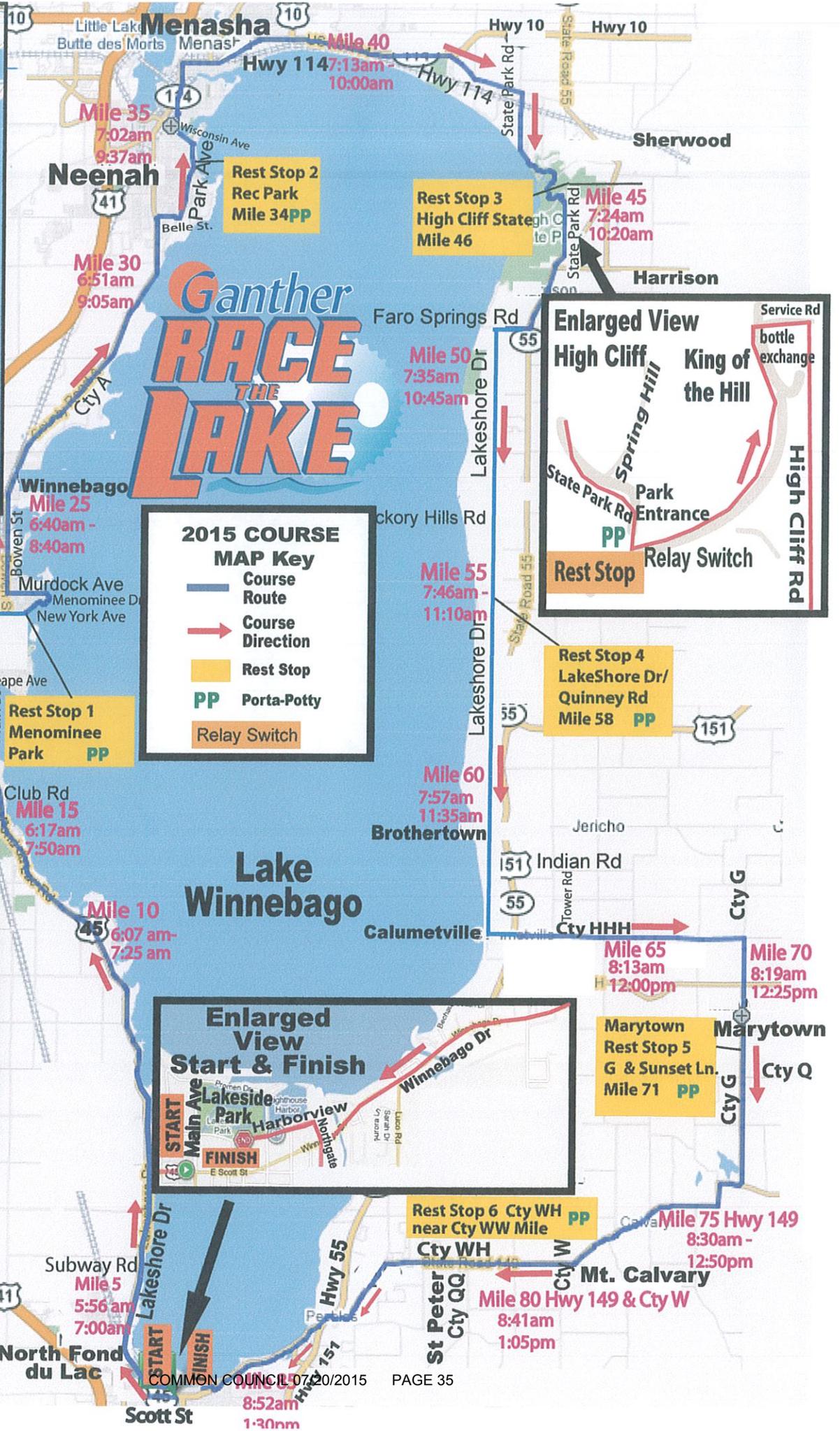
Enlarged View High Cliff

Enlarged View Start & Finish

Enlarged View Oshkosh

START
7 Scott Street
Fond du Lac, WI 54935
1 block from Lakeside Park

FINISH
Harborview Drive
Fond du Lac, WI 54935
Lakeside Park





SECURA INSURANCE, A Mutual Company

P. O. BOX 819 APPLETON, WI 54912-0819

COMMERCIAL GENERAL LIABILITY

RENEWAL DECLARATION

POLICY NO. 20-CP-003214611-4/000
RENEWAL OF 20-CP-003214611-3

ACCOUNT NUMBER: 00007279904
NAMED INSURED AND MAILING ADDRESS

AGENCY AND MAILING ADDRESS 484330 04

DUTRIRUN LLC
1170 N PERKINS ST
APPLETON WI 54914

PAROUBEK INS AGY INC
STE 206
301 N BROADWAY
DE PERE WI 54115

POLICY PERIOD: From 11/04/2014 to 11/04/2015 AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.
ATTACH THIS RENEWAL DECLARATION TO YOUR POLICY.

Table with 2 columns: ADDITIONAL INSURED(S) and PER FORM: CG2026 (07-04). Rows include Village of Ashwaubenon, High Cliff State Park, Village of Lac de Belle, YMCA at Pabst Farms, Family Pathways, Chisago Lakes Area School, University of Wisconsin Fox Valley, City of Appleton, and City of Menasha.



SECURA INSURANCE, A Mutual Company

P. O. BOX 819 APPLETON, WI 54912-0819

COMMERCIAL GENERAL LIABILITY

RENEWAL DECLARATION

POLICY NO. 20-CP-003214611-4/000
RENEWAL OF 20-CP-003214611-3

ACCOUNT NUMBER: 00007279904
NAMED INSURED AND MAILING ADDRESS

AGENCY AND MAILING ADDRESS 484330 04

DUTRIRUN LLC
1170 N PERKINS ST
APPLETON WI 54914

PAROUBEK INS AGY INC
STE 206
301 N BROADWAY
DE PERE WI 54115

POLICY PERIOD: From 11/04/2014 to 11/04/2015 AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.
ATTACH THIS RENEWAL DECLARATION TO YOUR POLICY.

ADDITIONAL INSURED(S)

40 MAIN ST
MENASHA WI 54952

SEROOGY'S PER FORM: CG2026 (07-04)
PO BOX 143 144 N WISCONSIN ST
DE PERE WI 54115

CHISAGO CO SHERIFFS OFFICE; ATTN MARY MCCARTHY PER FORM: CG2026 (07-04)
313 N MAIN ST
CENTER CITY MN 55012

GREEN BAY MARATHON PER FORM: CG2026 (07-04)
1265 LOMBARDI AVE
GREEN BAY WI 54307

CITY OF GREEN BAY PER FORM: CG2026 (07-04)
100 N JEFFERSON ST, ROOM 500
GREEN BAY WI 54301

BROWN COUNTY FACILITY & PARK MANAGEMENT PER FORM: CG2026 (07-04)
325 E WALNUT ST
GREEN BAY WI 54301

TOWN OF TAYCHEEDAH PER FORM: CG2026 (07-04)
W4295 KIEKHAEFER PKWY
FOND DU LAC, WI 54935

CITY OF OSHKOSH PER FORM: CG2026 (07-04)
215 CHURCH ST
OSHKOSH WI 54903

STATE OF WISCONSIN, DEPT OF NATURAL RESOURCES PER FORM: CG2026 (07-04)
101 S WEBSTER ST
MADISON WI 53703

Original



STREET USE APPLICATION

Event: TWISTED PISTONS CRUISE IN
 Sponsored by: TWISTED PISTONS INC
 Responsible Person: RANDALL THOMSON
 Address: 426 BROAD ST.
MENASHA, WI. 54952

Street Use Date: 8-20-15
 Start Time: 2:00pm
 End Time: 10:00pm
 Number of Units: _____
 (Parades) Car show

Email Address: TWISTED PISTONS 426 @ GMAIL.COM Phone: 920-727-1826
 Street Route: MAIN ST. - MILWAUKEE TO JITTERS
 Description of Use (attach map)

Liability Insurance has been secured in the amount of \$ 2,000,000 with the City of Menasha named as the additional insured. This is primary insurance.
 Insurance Company HUB INTERNATIONAL Policy No. AR6360147
 (Attached are samples of the certificate of insurance and endorsement; each naming the City of Menasha as additional insured)

Date: 5/29/2015 Applicant's Signature: [Signature]

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25.00. Please make checks payable to City of Menasha.

Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

TO BE COMPLETED BY CITY STAFF (Revised February 4, 2013)

Scheduled Park & Recreation Board Review Date: _____
 Not Required: _____ Approved: _____ Denied: _____

Scheduled Common Council Review Date: 7-20-15
 Approved: _____ Denied: _____

APPROVAL:
 Police Dept. [Signature] Fire Dept. [Signature] Public Works Dept. MR City Attorney _____



Twisted Pistons 2015
Street barricades for August 20, 2015 event.

**CERTIFICATE OF INSURANCE
SPECIAL EVENT LIABILITY GROUP INSURANCE TRUST, A RISK PURCHASING GROUP**

FACILITY OWNER: (Additional Insured)		PRODUCER:	Certificate # 50629
City of Menasha 140 Main Street Menasha, WI 54952		HUB International Insurance Services Inc. P.O. Box 4047 Concord, CA 94524-4047 PH: 925 609 6500 FX: 925 609 6550 specialevent@hubinternational.us	CA License #0757776
EVENT HOLDER: (Named Insured)		EVENT INFORMATION	
Twisted Pistons Inc. c/o Randall Thomson 426 Broad St. Menasha, WI 54952		TYPE OF EVENT:	Car Show
		EVENT DATE(S):	8/20/2015
		EVENT LOCATION:	Main Street from Milwaukee Street to 23 Main Street in Menasha, WI
		ATTENDANCE:	500-1000
		CLASS:	1

This is to certify that the policies of insurance listed below have been issued to the insured named above for the event date(s) indicated above. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies.

INSURER A:		COLONY INSURANCE COMPANY				
INSR LTR	Type of Insurance	Policy Number	Effective	Expiration	Policy Limits	
A	Commercial General Liability	AR6360147	1/1/2015	1/1/2016	Each Occurrence	\$1,000,000
					General Aggregate	\$2,000,000
					Personal & Advertising Injury	\$1,000,000
					Products/Completed Operations Aggregate	\$2,000,000
					Damage to Premises Rented to You	\$500,000
					Medical Payments	\$5,000
					Liquor Liability Each Occurrence	\$1,000,000
					Liquor Liability Aggregate	Incl

COVERAGE TERMS:

Occurrence Form (CG 0010)
Host Liquor Liability Included.
Full Liquor Liability Included when a separate premium has been charged.
All participants in athletic activities are required to sign Release and Waiver of Liability forms.

The coverage afforded by this insurance is primary and not contributing with any insurance held by the "ADDITIONAL INSURED", WHEN REQUIRED BY WRITTEN CONTRACT. The limits of insurance apply separately to each event insured by this policy as if a separate policy of insurance has been issued for that event. Who is an insured is amended to include as an additional insured the "Facility Owner - Additional Insured" above and any person or organization shown in the schedule below. This insurance does not apply to: any "occurrence" which takes place after the event holder ceases to be a tenant in that premises. This insurance applies only to: an "occurrence" which takes place during the dates indicated under "Event Information" above.

COVERAGE EXCLUSIONS: (REFER TO POLICY FOR COMPLETE LISTING OF EXCLUSIONS)

-- Sexual Abuse & Molestation

Specific Events are excluded from coverage. Please see second page for list of excluded events.

-- Terrorism

On behalf of the Risk Purchasing Group and each Member, the Trustee has declined coverage for the Terrorism Risk Insurance Act (TRIA).

OTHER ADDITIONAL INSURED:

CANCELLATION: Should the above described policy(s) be canceled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the insured event holder and additional insureds listed.

AUTHORIZED REPRESENTATIVE:


COMMON COUNCIL 07/20/2015

DATE ISSUED:

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STREET USE APPLICATION

Event: Community First Fox Cities Marathon Presented by Miron Construction

Sponsored by: Community First Credit Union

Responsible Person: Jesse Drake

Address: Po Box 1315
Appleton WI 54912-1315

Street Use Date: 9/20/2015

Start Time: 7 AM

End Time: 2 PM

Number of Units: 5,500+
(Parades)

Email Address: jesse.drake@communityfirstcu.org Phone: (920) 882-5219
(920) 450-0083 (cell)

Street Route: UW-Fox Valley (start) to Riverside Park (Finish)

Description of Use (attach map)

Liability Insurance has been secured in the amount of \$ 2,000,000 with the City of Menasha named as the additional insured. This is primary insurance.

Insurance Company Secura Insurance Company Policy No. 22543
(Attached are samples of the certificate of insurance and endorsement; each naming the City of Menasha as additional insured).

Date: 4/7/2015 Applicant's Signature: Jesse Drake

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25. Please make checks payable to City of Menasha.

Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

TO BE COMPLETED BY CITY STAFF (Revised April 3, 2015)

Scheduled Park & Recreation Board Review Date: _____

Not Required: Approved: _____ Denied: _____

Scheduled Common Council Review Date: 7-20-15

Approved: _____ Denied: _____

APPROVAL:

Police Dept. [Signature] Fire Dept. [Signature] Public Works Dept. MR City Attorney _____



2015 City of Menasha Details

Course Directions – Start Line

- Start Line on Midway Road, just to the west of Opportunity Way
- Race runs east towards Oneida St/Hwy. 10
 - *Midway Rd. closed (all 4 lanes) from University Avenue to Oneida Street (5:30-8:00 a.m.)*
 - *Officers stay at Midway Rd/University Ave until roughly 8:00 a.m. so that Start Line clean-up can take place without traffic*

Re-Enter City of Menasha on Highridge Dr (just west of Valley Rd)

- Valley Rd, turn right (west) on Highridge Dr
- Turn left (south) on Northridge Ct
- Turn left (east) on Hickory Hollow Rd
- Turn left (south) on Dunning St
- ***Turn right (west) on Olde Midway Rd (Town of Menasha)***
- ***Turn left (south) on Lakeshore Dr (Town of Menasha)***
- Tayco St south to Broad St
- Turn right (west) on Broad St & follow to Trestle Trail Bridge

Runner's Side of the Road

- North side of Valley Rd
- North side of Highridge Dr
- West side of Northridge Ct
- West side of Hickory Hollow Rd
- West side of Dunning St
- ***North side of Olde Midway Rd (Town of Menasha)***
- ***West side of Lakeshore Dr (Town of Menasha)***
- West side of Tayco St.
- North side of Broad St.
- Entire width of Trestle Trail

Officers needed at the following locations:

- 1) Start Line to stop traffic at University/Midway Rd intersection (5:30 – 8:00am) x 3
- 2) Tayco St/9th St intersection (7:35am-12:45pm)
- 3) Tayco St/3rd St intersection (7:40am-1:00pm)

Public Works/Street Department

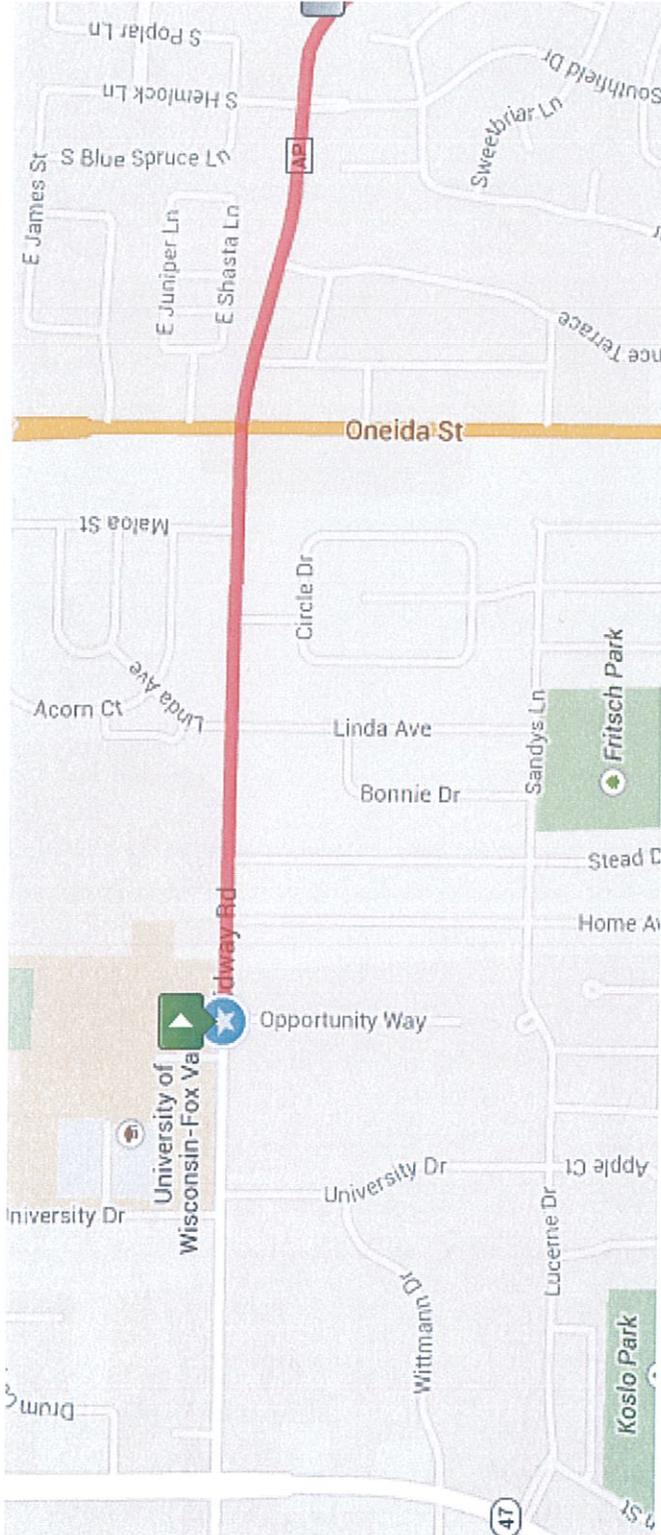
- Cones, barricades and any needed signage
 - Cones for a 'Runner's Lane' throughout the following streets: Tayco Rd & Broad St to west end of Trestle Trail Bridge
 - No cones needed at Start Line on Midway Rd

Other Course Features

- Water Station locations
 - West end of Broad St at Trestle Trail Bridge
- Relay Exchange Zone locations
 - Tayco St/7th Street intersection #4

Other Follow-Ups & Concerns

- 2 railroad crossings (Tayco St/3rd St & Broad St/Lush St) – same line of tracks
 - RR track crossings (Canadian National)
 - Trucking contact at SCA mill (Tim Brooks) – can likely control trucking traffic, may have a couple of tankers needing to enter/exit between gaps in runners– would be a good idea to have a Police Officer at Tayco St/3rd St.
 - Tim Brooks-SCA (727-2917 office, 915-7502 mobile) tim.brooks@sca.com
- Lift bridge on east end of Trestle Bridge be kept down for duration of race
 - Robert Stark of the Fox River Locks Authority does not feel it will be an issue to keep the bridge down for the race
 - Robert Stark (809-5538 cell) rstark@foxlocks.org
- Pre-race communication of Trestle Trail usage on race day
 - Provide City of Menasha with electronic communications so they can distribute via website, post on trails, etc.
- Road Construction
 - Broad Street between Tayco St & Lush St – scheduled to be redone in 2015
 - Can write into agreement to have construction complete by race (Tim Montour)
 - If needed, could potentially use the following route if needed (minimal impact on race course distance) – Tayco St, west on 1st Street, south on Lock St, west on Broad St to Trestle Trail Bridge
- Are the FM & HM pace cars (2 separate cars) allowed to drive across the Trestle Trail Bridge?
- Stanchion/pylon on the east end of the Trestle Trail Bridge
 - Will put pylon down flat on road, need cones around it for safety (Vince Maas)
- Butte Des Morts Elementary School – use parking lot for relay exchange zone parking



City of Menasha – Map 1

Start Line @ UW-Fox Valley

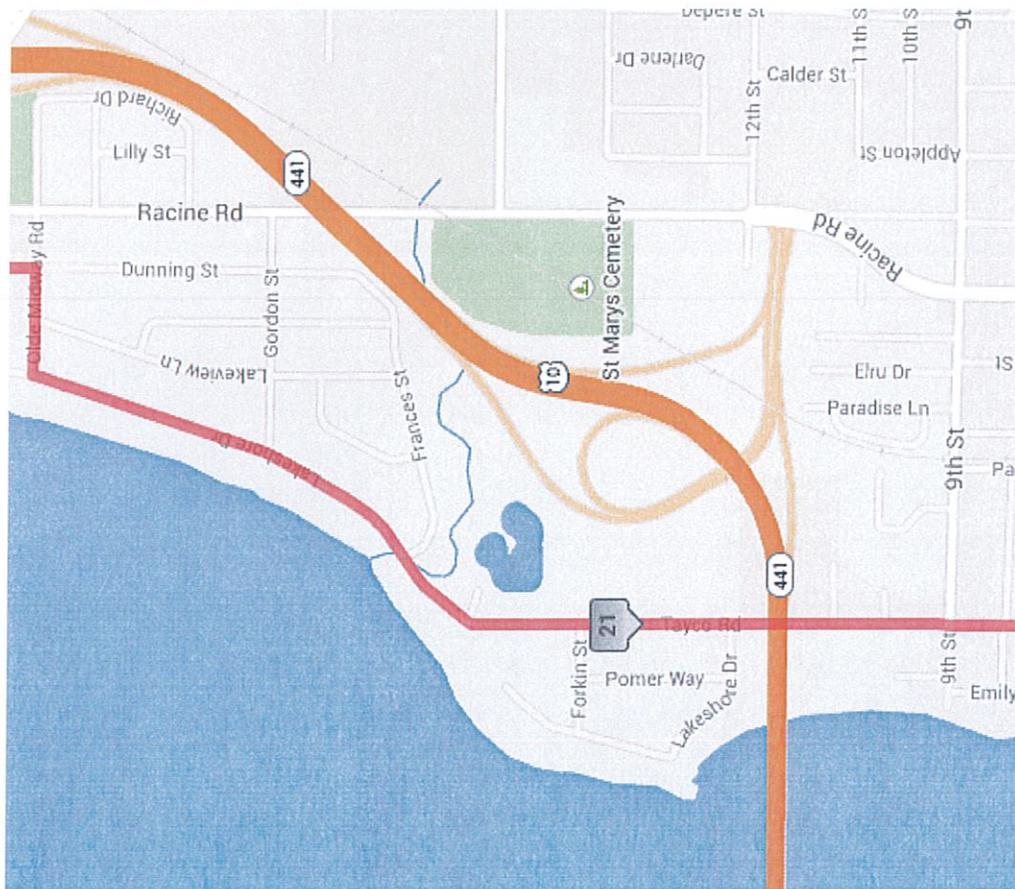


2015 FCM Marathon & Half Marathon
City of Menasha
Map 2

2015 Fox Cities Marathon & Half Marathon
City of Menasha
Map 3



2015 Fox Cities Marathon & Half Marathon
City of Menasha
Map 4





CERTIFICATE OF LIABILITY INSURANCE

FOXCI-1

OP ID: AN

DATE (MM/DD/YYYY)

02/25/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Paroubek Insurance Agency Inc 301 N. Broadway, SUite 206 De Pere, WI 54115 Mike Paroubek	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Secura Insurance Companies		22543
INSURER B :		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED **Fox Cities Marathon**
c/o Mary Sullivan
Community First, 2616 S Oneida
Appleton, WI 54912

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X		CP3195781	02/01/2015	02/01/2016	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ EXCLUDED
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							
A	AUTOMOBILE LIABILITY			A3195782	02/01/2015	02/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS						PROPERTY DAMAGE (PER ACCIDENT) \$
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			CU3218934	02/01/2015	02/01/2016	EACH OCCURRENCE \$ 1,000,000
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 1,000,000
DED RETENTION \$							
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below							WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
Y/N <input type="checkbox"/> N/A							

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Fox Cities Marathon - September 18-20, 2015; The City of Menasha is listed as Additional Insured on the General Liability in regard to the referenced marathon, subject to policy forms, conditions & exclusions.

CERTIFICATE HOLDER**CANCELLATION**

City of Menasha
 140 Main St
 Menasha, WI 54952

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Mike Paroubek

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SECURA INSURANCE, A Mutual Company
 P. O. BOX 819 APPLETON, WI 54912-0819
COMMERCIAL GENERAL LIABILITY
 RENEWAL DECLARATION

POLICY NO. 20-CP-003195781-5/000 RENEWAL OF 20-CP-003195781-4

ACCOUNT NUMBER: 00007253268
NAMED INSURED AND MAILING ADDRESS

AGENCY AND MAILING ADDRESS 484330 04

FOX CITIES MARATHON INC C/O MARY SULLIVAN 2616 S ONEIDA ST APPLETON WI 54912

PAROUBEK INS AGY INC STE 206 301 N BROADWAY DE PERE WI 54115

POLICY PERIOD: From 02/01/2015 to 02/01/2016 AT 12:01 A.M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE.
ATTACH THIS RENEWAL DECLARATION TO YOUR POLICY.

ADDITIONAL INSURED(S)

CITY OF MENASHA 140 MAIN ST MENASHA WI 54952	PER FORM: CG2026 (07-04)
--	--------------------------

CITY OF NEENAH 211 WALNUT ST NEENAH WI 54956	PER FORM: CG2026 (07-04)
--	--------------------------

FOX VALLEY TECHNICAL COLLEGE 1825 N BLUEMOUND RD APPLETON WI 54915	PER FORM: CG2026 (07-04)
--	--------------------------

MEMBERS OF THE CONDO ASSOCIATION 1455 MIDWAY RD MENASHA WI 54952	PER FORM: CG2026 (07-04)
--	--------------------------

PENTECOSTALS OF THE FOX CITIES 1445 MIDWAY RD MENASHA WI 54952	PER FORM: CG2026 (07-04)
--	--------------------------

TOWN OF MENASHA 2000 MUNICIPAL DR NEENAH WI 54956	PER FORM: CG2026 (07-04)
---	--------------------------

UW FOX VALLEY 1478 MIDWAY RD MENASHA WI 54952	PER FORM: CG2026 (07-04)
---	--------------------------

VALLEY TRUCK LEASING INC 5668 NEUBERT RD APPLETON WI 54913	PER FORM: CG2026 (07-04)
--	--------------------------

VILLAGE OF GRAND CHUTE	PER FORM: CG2026 (07-04)
------------------------	--------------------------

Certificate of Payment

Date: July 2, 2015

Payment Request: No. 3 (Three)

Contractor: Janke General Contractors

Address: 1223 River View Lane, Athens, WI 54411

Contract Unit No.: 2014-03

Project Description: Gilbert Riverfront Trail

Original Contract Amount	\$ 478,038.50
Change Order No.: 2	Amount: \$ -9,205.75
Previous Change Order(s): \$ -35,155.00	
Total Contract Amount (Including Change Orders)	\$ 433,677.75
Total Earned to Date (Summary Attached)	\$ 252,127.69
Less Retainage 4%	\$ 10,085.11
Amount Due	\$ 242,042.58
Previous Payments	\$ 158,282.58
Amount Due this Payment	\$ 83,760.00
Estimate Pay Period	June 11 - July 2, 2015

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

Director of Public Works: _____ Date: _____

Common Council Approval Date: _____

Finance Department

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

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City of Menasha Contract Unit No. 2014-03
Gilbert Riverfront Trail

PAYMENT No. 3 (Three)

ITEM	QUANTITY	BASE BID DESCRIPTION	BASE BID		YTD	
			UNIT PRICE	ITEM TOTAL	QUANTITY	ITEM TOTAL
1	1	Site Mobilization (LS)	\$ 22,000.00	\$ 22,000.00	1.00	\$ 22,000.00
2	1	Construction Staking (LS)	\$ 4,500.00	\$ 4,500.00	1.00	\$ 4,500.00
3	1	Site Preparation (LS)	\$ 12,000.00	\$ 12,000.00	1.00	\$ 12,000.00
4	1	Common Excavation (LS)	\$ 39,000.00	\$ 39,000.00	0.75	\$ 29,250.00
5	14,525	Concrete Trail (5-inch) (SF)	\$ 4.70	\$ 68,267.50	8400.00	\$ 39,480.00
6	1,930	Concrete Paving Tinted (4-inch) (SF)	\$ 5.25	\$ 10,132.50	1355.00	\$ 7,113.75
7	160	Concrete Bench Pad (4-inch) (SF)	\$ 10.65	\$ 1,704.00	64.00	\$ 681.60
8	1	Concrete Steps (LS)	\$ 2,600.00	\$ 2,600.00	0.00	\$ -
9	315	Modular Block Wall (SF)	\$ 33.00	\$ 10,395.00	0.00	\$ -
10	28	Unilock Rivercrest Seat Wall (LF)	\$ 84.00	\$ 2,352.00	0.00	\$ -
11	2	Unilock Rivercrest Pier (EA)	\$ 1,500.00	\$ 3,000.00	0.00	\$ -
12	1	Unilock Rivercrest Shelter Piers (LS)	\$ 7,400.00	\$ 7,400.00	1.00	\$ 7,400.00
13	1	Park Shelter Installation (LS)	\$ 4,000.00	\$ 4,000.00	1.00	\$ 4,000.00
14	49	12-inch HDPE Pipe with End Section (LF)	\$ 67.00	\$ 3,283.00	91.00	\$ 6,097.00
15	65	6-inch HDPE Pipe (LF)	\$ 59.00	\$ 3,835.00	48.00	\$ 2,832.00
16	1	24-inch Dia. Catchbasin with Grate (EA)	\$ 1,445.00	\$ 1,445.00	1.00	\$ 1,445.00
17	2	Sanitary Sewer MH Adjustment (EA)	\$ 337.00	\$ 674.00	1.00	\$ 337.00
18	680	Base Aggregate Dense 1 1/4-inch (Ton)	\$ 25.00	\$ 17,000.00	783.09	\$ 19,577.25
19	150	Heavy Riprap (Ton)	\$ 57.00	\$ 8,550.00	44.77	\$ 2,551.89
20	50	Select Crushed Material (Ton)	\$ 76.00	\$ 3,800.00	38.90	\$ 2,956.40
21	200	Limestone Outcrop Stone (Ton)	\$ 200.00	\$ 40,000.00	85.70	\$ 17,140.00
22	1	Erosion and Sediment Control (LS)	\$ 4,830.00	\$ 4,830.00	0.75	\$ 3,622.50
23	330	Flex-A-Mat(SY)	\$ 73.00	\$ 24,090.00	330.00	\$ 24,090.00
24	1,625	Topsoil (CY)	\$ 23.00	\$ 37,375.00	1090.00	\$ 25,070.00
25	2,830	Turf Grass Seeding (SY)	\$ 1.10	\$ 3,113.00	1888.00	\$ 2,076.80
26	105	Shredded Hardwood Mulch (CY)	\$ 58.00	\$ 6,090.00	105.00	\$ 6,090.00
27	1	West Abutment (LS)	\$ 27,500.00	\$ 27,500.00	0.00	\$ -
28	1	East Abutment (LS)	\$ 31,000.00	\$ 31,000.00	0.00	\$ -
29	1,650	Sheet Piling (SF)	\$ 39.00	\$ 64,350.00	0.00	\$ -
30	950	2" PVC Electrical Conduit (LF)	\$ 8.25	\$ 7,837.50	850.00	\$ 7,012.50
31	50	1" PVC Electrical Conduit (LF)	\$ 11.30	\$ 565.00	30.00	\$ 339.00
32	2	Post Mounted Outlet (EA)	\$ 325.00	\$ 650.00	1.00	\$ 325.00
33	10	Light Pole Base (EA)	\$ 460.00	\$ 4,600.00	9.00	\$ 4,140.00
Total Base Bid (Items 1-33)				\$ 477,938.50		\$ 252,127.69

Certificate of Payment

Date: July 1, 2015

Payment Request: 1 (ONE)

Contractor: Northeast Asphalt, Inc

Address: W6380 Design Dr, Greenville, WI 54942

Contract Unit No.: 2015-01

Project Description: New Street Construction & Reconstruction

Original Contract Amount \$ 1,084,323.12

Change Order No.: Amount: \$

Previous Change Order(s): \$

Total Contract Amount (Including Change Orders) \$ 1,084,323.12

Total Earned to Date (Summary Attached) \$ 190,009.84

Less Retainage 5% \$ 9,500.49

Amount Due \$ 180,509.35

Previous Payments \$ 0.00

Amount Due this Payment \$ 180,509.35

Estimate Pay Period 6/4/2015 to 7/1/2015

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

Director of Public Works: _____ Date: _____

Common Council Approval Date: _____

Finance Department

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

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Itemized Bid Tabulation

City of Menasha Contract Unit No. 2015-01

New Street Construction and Reconstruction, Concrete Curb and Gutter, Asphalt Pavement, Storm Sewer

Southfield West/Natures Way Subdivision Streets, Barker Farms VI subdivision Streets, River Lea Court, Broad Street, Ida Street, Manitowoc Street, Lincoln Street

ITEM	QUANTITY	DESCRIPTION	BASE BID		PAYMENT 1 (ONE)	
			UNIT PRICE	ITEM TOTAL	QUANTITY	YTD TOTAL
1	4	Remove and Replace Inlet	\$ 2,400.00	\$ 9,600.00		\$ -
2	4	New Inlet	\$ 2,100.00	\$ 8,400.00		\$ -
3	2	RCP Yard Drain	\$ 1,450.00	\$ 2,900.00		\$ -
4	2	NDS Yard Drain	\$ 1,100.00	\$ 2,200.00		\$ -
5	38	Remove and Replace 12" Class IV RCP Inlet Lead	\$ 39.00	\$ 1,482.00		\$ -
6	12	6" PVC Storm Inlet Lead	\$ 23.00	\$ 276.00		\$ -
7	70	8" PVC Storm Inlet Lead	\$ 28.00	\$ 1,960.00		\$ -
8	126	12" PVC Storm Sewer	\$ 33.00	\$ 4,158.00		\$ -
9	76	12" Class IV RCP Storm Sewer	\$ 39.00	\$ 2,964.00		\$ -
10	975	4" Under Pavement Drain	\$ 12.00	\$ 11,700.00	761.00	\$ 9,132.00
11	36,901	Pavement / Base Pulverizing	\$ 0.42	\$ 15,498.42	22,067.00	\$ 9,268.14
12	3,255	Unclassified Excavation/Pulverized and Shoulder Material	\$ 7.50	\$ 24,412.50	942.50	\$ 7,068.75
13	2,350	Unclassified Excavation	\$ 8.00	\$ 18,800.00		\$ -
14	2,326	Geogrid	\$ 2.00	\$ 4,652.00		\$ -
15	303	1 1/4" Crushed Dense Aggregate Base Course Placement	\$ 7.25	\$ 2,196.75		\$ -
16	957	3" Crushed Dense Aggregate Base Course Placement	\$ 6.25	\$ 5,981.25	31.00	\$ 193.75
17	410	Pulverized Stone Placement	\$ 10.00	\$ 4,100.00		\$ -
18	41,305	Fine Grading and Compaction	\$ 1.63	\$ 67,327.15		\$ -
19	16,308	30" Concrete Curb & Gutter	\$ 9.10	\$ 148,402.80	14,029.00	\$ 127,663.90
20	721	30" Mountable (Roll Back) Concrete Curb & Gutter	\$ 9.50	\$ 6,849.50		\$ -
21	5,740.00	No. 4 Epoxy Coated Rebar	\$ 0.75	\$ 4,305.00	5,364.00	\$ 4,023.00
22	147	Utility Adjustment	\$ 215.00	\$ 31,605.00	43.00	\$ 9,245.00
23	20	Water Valve Adjustment	\$ 52.50	\$ 1,050.00		\$ -
24	1,090	Sawcut	\$ 1.00	\$ 1,090.00		\$ -
25	5,418	Asphalt Binder Course Pavement 2 1/4" Thick	\$ 50.00	\$ 270,900.00		\$ -
26	4,213	Asphalt Surface Course Pavement 1 3/4" Thick	\$ 56.25	\$ 236,981.25		\$ -
27	15,533	3" Thick Asphalt Driveway Remove and Replace	\$ 2.45	\$ 38,055.85		\$ -
28	3,238	6" Concrete Driveway Remove and Replace	\$ 5.05	\$ 16,351.90	1,184.00	\$ 5,979.20
29	248	8" Concrete Driveway Remove and Replace	\$ 5.55	\$ 1,376.40	248.00	\$ 1,376.40
30	599	Brick Driveway Salvage and Replace	\$ 9.50	\$ 5,690.50		\$ -
31	40	4" Thick Concrete Sidewalk Remove and Replace	\$ 5.85	\$ 234.00		\$ -
32	93	6" Thick Concrete Handicap Ramp Remove and Replace	\$ 5.05	\$ 469.65		\$ -
33	14,408	Lawn and Terrace Restoration	\$ 5.40	\$ 77,803.20		\$ -
34	1	Railroad Flagging	\$ 4,600.00	\$ 4,600.00		\$ -
35	1	Clearing and Grubbing	\$ 2,500.00	\$ 2,500.00		\$ -
36	1	Temporary Mailbox	\$ 2,360.00	\$ 2,360.00	0.50	\$ 1,180.00
37	1	Erosion Control	\$ 6,500.00	\$ 6,500.00	0.33	\$ 2,145.00
38	1	Traffic Control	\$ 11,090.00	\$ 11,090.00	0.33	\$ 3,659.70
39	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	\$ 27,500.00	\$ 27,500.00	0.33	\$ 9,075.00
TOTAL BASE BID (ITEMS 1-39)				\$ 1,084,323.12		\$ 190,009.84
Alternate Bid A						
1A	2,350	Unclassified Excavation Including Separation	\$ 8.00	\$ 18,800.00		\$ -
Total Alternate Bid (Item 1A)				\$ 18,800.00		
Alternate Bid B						
1B	303	1 1/4" Crushed Dense Aggregate Base Course Furnish/Place	\$ 35.00	\$ 10,605.00		\$ -
2B	957	3" Crushed Dense Aggregate Base Course Furnish/Place	\$ 30.00	\$ 28,710.00		\$ -
Total Alternate Bid (Items 1B-2B)				\$ 39,315.00		\$ -
TOTAL CONTRACT BASE BID PLUS ALTERNATE BIDS						\$ 190,009.84



MEMORANDUM

TO: Mark Radtke, Director
Public Works

FROM: Melanie Krause, General Manager
Steve Grenell, Engineering Manager

DATE: June 30, 2015

SUBJECT: Recommendation for Award

At the Regular Meeting on June 30 the Menasha Utilities Commission passed a motion for the Board of Public Works to recommend to the Common Council authorization of award of the Fox River Crossing Labor Construction contract to the low bidder, Henkels & McCoy, in the amount of \$175,378.46. This contract is for labor and construction services to build foundations for two steel towers, install the towers, and build a 13.2kV and 34.5kv circuit across the Fox River from River Street to Lawson Street.

Copies of supporting documents are enclosed.



June 17, 2015

sent via email: sgrenell@wppienergy.org.com

Mr. Steve Grenell
Engineering Manager
Menasha Utilities
321 Milwaukee Street
PO Box 340
Menasha, WI 54952

Subject: Fox River Crossing Labor Bid Results and Recommendation to Award

Dear Steve:

This letter is to summarize the sealed bid process and results for construction labor regarding the Fox River Crossing project, along with a recommendation to award this Contract.

On May 29, 2015, invitations to bid on unit priced labor were sent to eight pre-qualified electrical construction contractors. Class II advertisements were also run for this project. Six sealed bid packages were received at 2:00pm on June 16, 2015 at the Menasha Utilities (MU) office at 321 Milwaukee Street Menasha, WI. The sealed bids were opened by myself and witnessed by Steve Grenell (MU) and Greg Shull (MU). Also present in person to witness the sealed bid opening were Zack Bayer (Henkels & McCoy), Joe Bentz (Hooper Corporation), Melissa Malcheski (MJ Electric), and RJ Moore (Michels).

The six contractors who submitted sealed bids were Henkels & McCoy, Hooper Corporation, InterCon, Michels, MJ Electric, and PieperLine.

A detailed review of the six submitted bid packages resulted in the determination that all required documents and signatures were provided by Henkels & McCoy and Michels. The lowest estimated bid was received from Henkels & McCoy with the second lowest received from Michels. Henkels & McCoy listed no exceptions or provisions to the bid documents within their sealed bid package.

A summary of the total estimated bid prices is outlined below:

Bidder	Summary Bid Price
Henkels & McCoy	\$175,378.46
Michels	\$187,966.59
PieperLine	\$210,498.76
MJ Electric	\$244,490.30
InterCon	\$279,691.70
Hooper Corporation	\$359,368.94

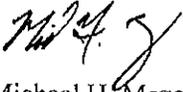
Upon review of the bid requirements and the bids received, we recommend that MU award the Fox River Crossing Construction Labor Contract to Henkels & McCoy in the estimated amount of \$175,378.46.

Enclosed is the bid tabulation as well as an electronic copy of pertinent bid documents received from Henkels & McCoy. Please review these documents at your convenience. PSE will submit draft contract documents to MU for approval prior to final award.

If no questions arise, please respond indicating approval to award the project to Henkels & McCoy. Upon approval from MU, a Notice of Intent to Award will be issued to Henkels & McCoy. The Utility Commission, Public Works, and Menasha Council approval process may also begin at this time. Assuming all approvals will be granted, Notice to Proceed will be issued to Henkels & McCoy directing them to secure the Contractor's Bond and the required Insurance Certificates. Upon receipt of these documents from Henkels & McCoy, PSE will compile the final contracts and deliver them to you for the appropriate signatures.

Please feel free to contact me via phone or email if you have any questions or would like to discuss these items further.

Sincerely,



Michael H. Mezera
Manager of Line Design

enclosures

cc: Erik Sonju, Power System Engineering, Inc.



June 30, 2015

RE: Special Use Permit Amendment Application for 1600 Midway Road,
Parcel #6-01262-02

Dear Property Owner:

The Menasha Joint School District has applied for an amendment to the Special Use Permit for Parcel ID# 6-01262-02 located at 1600 Midway Road. The school district has requested the Special Use Permit Amendment to construct a garage for the football club. The subject site is zoned R-1 Single Family Residence District which requires a Special Use Permit for schools per Sec. 13-1-25(d)(13) of the City of Menasha Code of Ordinances.

The City of Menasha Plan Commission will hold a public hearing on the proposed Special Use Permit on Tuesday, July 7, 2015 at 3:30 p.m. or shortly thereafter in the City Hall Council Chambers located at 140 Main Street, Menasha.

The City of Menasha Common Council will hold a public hearing on the proposed Special Use Permit on Monday, July 20, 2015 at 6:00 p.m. or shortly thereafter in the City Hall Council Chambers, 140 Main Street, Menasha.

A copy of the Public Hearing Notice is attached along with a map identifying the location of the property.

Persons interested in this matter will be given an opportunity to comment on the request; written comments will also be considered. You are receiving this notice because you own property within one hundred (100) feet of the proposed special use amendment. If you have any questions, please feel free to contact me.

Sincerely,

Kristi Heim
Community Development Coordinator

C: Plan Commission ✓
City Clerk Galeazzi
Town Clerk Karen Backman

**City of Menasha
Public Hearings**

NOTICE IS HEREBY GIVEN that public hearings will be held by the Menasha Plan Commission and Common Council on an application for a Special Use Permit amendment by the Menasha Joint School District to construct a garage for the football club at 1600 Midway Road, which includes Parcel Number 6-0162-02, City of Menasha, Winnebago County, Wisconsin. The subject site is zoned R-1 Single Family Residential District which requires a Special Use Permit for schools per Sec. 13-1-25(d)(13) of the City of Menasha Code of Ordinances. The Plan Commission will hold its public hearing on Tuesday, July 7, 2015 at 3:30 PM, or shortly thereafter, in the Council Chambers of Menasha City Hall located at 140 Main Street, Menasha, WI. The Common Council will hold its public hearing on this matter at 6:00 PM, or shortly thereafter, on Monday, July 20, 2015 at the same location. All persons interested in commenting on the application for this Special Use Permit Amendment are invited to attend.

Deborah A. Galeazzi, WCMC
City Clerk

Run: July 3 and July 13, 2015.

(U.S. HWY. 10 WESTBOUND)

(U.S. HWY. 10 EASTBOUND)

Parcel ID # 6-01262-02

1478

1600

ACOR

LINDA AVE

MIDWAY RD. (COUNTY RT

1455

1455

1465A

Proposed Special Use Amendment
Garage
1600 Midway Road
Parcel ID # 6-01262-02



City of Menasha

SPECIAL ZONING APPROVAL

Applicant
Owner JOE WEILAND

Case or Plan No. _____

Address 728 IDA ST.

Fee \$100.⁰⁰

owner
Applicant (if different than Owner) Menasha Joint School District

Address 1600 Midway Road

Zoning R-1 Parcel Number(s) 6-01262-02

PLEASE INDICATE WHICH REQUEST IS BEING MADE

- Rezoning Special Use Amendment Flood Plain Map Amendment
 Appeal or Variance PUD Plan Approval

Description of Request: GARAGE FOR FOOTBALL CLUB

Owner/Agent (Weiland)
Signature

(If applicable) Formal Hearing 7/20/2015

Informal Hearing 7/6/2015 Notice Mailed 6/30/2015

Notice Mailed 6/30/2015 Notice Mailed _____

Action Taken: _____ 20____

- APPROVED DENIED

Conditions (if any): _____

City of Menasha Disbursements

Weekly Accounts Payable	7/9/15-7/16/15 Checks # 50555-50692	\$ 610,567.10
-------------------------	--	---------------

Bi-Weekly Payroll	7/9/15	\$ 200,021.28
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Additional Regular Cycle Accounts Payables -Paid Electronically

Delta Dental	7/8/15	\$ 1,796.05
Returned Check	7/9/15	\$ 6.00
Community First Credit Union-Payroll Deductions	7/9/15	\$ 5,589.00
Nationwide Retirement	7/10/15	\$ 11,517.50
BMO Harris-Flex Spending	7/10/15	\$ 3,554.27
Delta Dental	7/15/15	\$ 1,937.40
Federal Tax Withholding	7/15/15	\$ 77,812.10

\$ 102,212.32

Total	\$ <u>912,800.70</u>
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Items included on this list have been properly audited and certified by the City Comptroller and are being presented for approval by the Common Council.

Peggy Steeno
Peggy Steeno
Administrative Services Director

7/16/15
Date

Notes:

- Medical Expense Reimbursement Trust-Retirement Pay Out
- United Way-Employee Donations
- Wisconsin Support Collections-Child/Spousal Support
- WI SCTF-Child Support Annual Fee
- Gaps in check numbers indicate that more invoices being paid than fit on one check stub
(The last check stub used is the check number that will appear on the check register)

AP Check Register
Check Date: 7/9/2015

Date: 7/9/2015

<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	50555	7/9/2015	1508694	731-1022-541.38-03	117.54	Battery Cable
		7/9/2015	1508902	731-1022-541.38-03	21.74	Starter Cord
		7/9/2015	1508990	731-1022-541.30-18	50.24	Flex Tubing & Wire
	Total for check: 50555				189.52	
CITY OF APPLETON	50556	7/9/2015	225632	100-0302-542.25-01	13,952.00	July 2015 Transit Service
	Total for check: 50556				13,952.00	
ARROW AUDIO	50557	7/9/2015	8753	100-1001-514.24-03	266.25	Service - Council Chamber
	Total for check: 50557				266.25	
BAHCALL RUBBER CO INC	50558	7/9/2015	702717-001	731-1022-541.38-03	393.62	Hoses
	Total for check: 50558				393.62	
BERGSTROM	50559	7/9/2015	N150882	100-0801-521.80-03	25,704.50	New Squad #4
	Total for check: 50559				25,704.50	
BMO HARRIS BANK NA	50560	7/9/2015	4050486	100-0202-512.21-06	260.00	Flex Spending Mgmt Fee
	Total for check: 50560				260.00	
RENATA BOCANEGRA	50561	7/9/2015	REFUND	100-0000-441.23-00	39.99	Rental Refund
				100-0000-201.08-00	2.51	Rental Refund (Tax)
	Total for check: 50561				42.50	
LARRY BONNEVILLE	50562	7/9/2015	CLOTHING	100-0801-521.19-03	55.48	Uniform Allowance
	Total for check: 50562				55.48	
BOUWER PRINTING INC	50563	7/9/2015	105106	100-0801-521.29-01	70.75	Evidence Labels

AP Check Register
Check Date: 7/9/2015

Date: 7/9/2015

<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>
BOUWER PRINTING INC...	50563...	7/9/2015	105163	100-0801-521.29-01	424.20	Evidence Supplies
			Total for check: 50563		494.95	
BOYS & GIRLS CLUB FOX VALLEY INC	50564	7/9/2015	BOYS & GIRLS	625-0000-201.19-00	219,845.00	Site Improvement Agreeemen
				625-0000-201.20-00	35,000.00	Site Improvement Agreeemen
				625-0000-201.18-00	500.00	Site Improvement Agreeemen
			Total for check: 50564		255,345.00	
BRAZEE ACE HARDWARE	50565	7/9/2015	030957	207-0707-552.24-03	28.87	Parts - Marina
			Total for check: 50565		28.87	
BRUNKEY, VICKI	50566	7/9/2015	BRUNKEY	100-0000-441.13-00	36.00	Refuse Cart Refund
			Total for check: 50566		36.00	
CAREW CONCRETE & SUPPLY CO INC	50567	7/9/2015	1002505	100-1009-541.30-18	120.00	Concrete/Supplies
				100-1003-541.30-18	120.00	Concrete/Supplies
			Total for check: 50567		240.00	
CASPERS TRUCK EQUIPMENT INC	50568	7/9/2015	0008336-IN	731-1022-541.38-03	233.68	LED Minibar
			Total for check: 50568		233.68	
PAO CHANG	50569	7/9/2015	CHANG PAO	100-0000-201.15-00	9.82	Scrip Redemption
			Total for check: 50569		9.82	
COLLETT, SEAN	50570	7/9/2015	COLLETT SEAN	100-0000-441.11-00	351.94	Refund of deposit balance
			Total for check: 50570		351.94	
CUMINGS ELECTRICAL &	50571	7/9/2015	0028117-IN	263-0306-562.70-01	1,363.53	CDBG Program

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CUMINGS ELECTRICAL &...	50571...	7/9/2015...	0028117-IN...	263-0306-562.70-01	(1,363.53)	CDBG Program
			Total for check: 50571		0	
FABCO EQUIPMENT INC	50572	7/9/2015	C 203279	731-1022-541.38-03	81.52	Spring
			Total for check: 50572		81.52	
FACTORY MOTOR PARTS CO	50573	7/9/2015	18-1416639	731-1022-541.38-03	378.71	Pump Assy
			Total for check: 50573		378.71	
FERGUSON WATERWORKS #1476	50574	7/9/2015	0174245	625-1010-541.30-18	1,589.00	Supplies
			Total for check: 50574		1,589.00	
FERRELLGAS	50575	7/9/2015	1087676768	266-1027-543.30-18	73.76	Cylinders
		7/9/2015	1087956967	266-1027-543.30-18	46.73	Cylinders
			Total for check: 50575		120.49	
FOX STAMP SIGN & SPECIALTY	50576	7/9/2015	OE-46514	100-1008-541.30-18	45.00	Signs
			Total for check: 50576		45.00	
FOX VALLEY AREA LABOR COUNCIL	50577	7/9/2015	LABOR DAY	100-0408-552.30-16	250.00	Labor Day Celebration
			Total for check: 50577		250.00	
FOX VALLEY TECHNICAL COLLEGE	50578	7/9/2015	11795	100-0903-531.34-02	9.00	Course Completion Cards
				100-0000-201.03-00	141.00	Course Completion Cards
				100-0000-441.18-00	3.00	Course Completion Cards
				100-0601-551.34-02	6.00	Course Completion Cards
				100-0703-553.34-02	6.00	Course Completion Cards
				731-1022-541.34-02	18.00	Course Completion Cards
				824-0810-521.21-06	6.00	Course Completion Cards
				100-0702-552.34-02	15.00	Course Completion Cards

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FOX VALLEY TECHNICAL COLLEGE...	50578...	7/9/2015	11796	100-0000-201.03-00	3.00	Course Completion Card
			Total for check: 50578		207.00	
GRAPHIC COMPOSITION INC	50579	7/9/2015	241829	100-1016-543.29-01	406.34	Collection Tags
				266-1027-543.29-01	406.34	Collection Tags
		7/9/2015	241854	100-0000-134.00-00	(7.90)	Business Cards
				100-0304-562.29-01	82.90	Business Cards
			Total for check: 50579		887.68	
GUNDERSON CLEANERS	50580	7/9/2015	278164	100-0801-521.30-13	34.66	Mat/Towel Service
			Total for check: 50580		34.66	
HORST DISTRIBUTING INC	50581	7/9/2015	48079-000	731-1022-541.38-03	25.00	Plug
			Total for check: 50581		25.00	
JANKE GENERAL CONTRACTORS	50582	7/9/2015	2014-03 2ND PAY	489-0000-201.04-00	(4,701.66)	Gilbert Riverfront Trail
				489-0703-562.82-02	94,033.24	Gilbert Riverfront Trail
			Total for check: 50582		89,331.58	
EDMUND J JELINSKI	50583	7/9/2015	210	100-0201-512.21-01	412.50	June 2015 Prof Services
			Total for check: 50583		412.50	
JOE'S POWER CENTER	50584	7/9/2015	161717	731-1022-541.38-03	19.49	Belt
			Total for check: 50584		19.49	
JUANITA'S HACIENDA	50585	7/9/2015	LIQUOR LICENSE	100-0000-421.01-00	225.00	Refund Liquor License
			Total for check: 50585		225.00	

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LINCOLN CONTRACTORS SUPPLY INC	50586	7/9/2015	J91693	731-1022-541.24-03	241.43	Concrete Saw on Cart
			Total for check: 50586		241.43	
MCMAHON	50587	7/9/2015	43470	625-1010-541.21-02	11,346.78	93-0563 Stormwater Planning
			Total for check: 50587		11,346.78	
MENARDS-APPLETON EAST	50588	7/9/2015	75408	100-0920-531.24-03	32.64	Post Base - Senior Center
		7/9/2015	75409	100-1001-514.24-03	96.07	Const Supplies -City Hall
			Total for check: 50588		128.71	
MENASHA MUNICIPAL COURT, TOWN OF	50589	7/9/2015	TOWN MENASHA	100-0000-201.03-00	154.00	Bond MPD 15-2032
				100-0000-201.03-00	219.60	Bond MPD 15-2042
			Total for check: 50589		373.60	
MENASHA NEENAH MUNICIPAL COURT	50590	7/9/2015	MENASHA NEENAH	100-0000-201.03-00	237.00	Bond MPD 15-149
				100-0000-201.03-00	74.00	Bond MPD 15-1996
			Total for check: 50590		311.00	
TOWN OF MENASHA POLICE DEPARTMENT	50591	7/9/2015	TOWN OF MENASHA	100-0000-201.03-00	152.50	Bond/MPD 15-2071
			Total for check: 50591		152.50	
MENASHA UTILITIES	50592	7/9/2015	MENASHA UTILITI	100-1008-541.22-03	199.28	Electric
				100-0703-553.22-03	353.96	Electric
				100-0703-553.22-05	233.64	Water/Sewer
				100-0703-553.22-06	132.51	Storm
				100-0903-531.22-03	210.14	Electric
				100-0903-531.22-05	56.42	Water/Sewer
				100-0000-123.00-00	8.72	Electric
				100-0305-562.22-06	7.50	Storm

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MENASHA UTILITIES...	50592...	7/9/2015...	MENASHA UTILITI...	601-1020-543.22-03	79.13	Electric
			Total for check: 50592		1,281.30	
MID-AMERICAN RESEARCH CHEMICAL	50593	7/9/2015	0547895-IN	731-1022-541.30-18	93.41	Glass Cleaner
			Total for check: 50593		93.41	
MBM	50594	7/9/2015	IN16778	743-0403-513.29-01	249.74	Monthly Printing Usage
			Total for check: 50594		249.74	
N&M AUTO SUPPLY	50595	7/9/2015	528326	731-1022-541.38-03	34.81	Serpentine Belt
		7/9/2015	528330	731-1022-541.38-03	31.49	Wiring Adapter
		7/9/2015	528463	731-1022-541.38-03	7.19	AddACircuit Kit
		7/9/2015	528748	731-1022-541.38-03	83.35	Oil & Shop Parts
		7/9/2015	529179	731-1022-541.38-03	38.94	Seam Sealer/Rust Treatmen
		7/9/2015	529197	731-1022-541.38-03	31.98	Ball Mount & Hitch Ball
			Total for check: 50595		227.76	
NEENAH-MENASHA SEWERAGE COMMISSION	50596	7/9/2015	2015-116	601-1021-543.21-01	3,228.75	Legal Reimbursement
		7/9/2015	2015-124	601-1021-543.25-01	20,652.00	July 2015 Interest & Debt
			Total for check: 50596		23,880.75	
NORTHEAST ASPHALT INC	50597	7/9/2015	1354207	100-1004-541.30-18	2,196.40	Supplies
			Total for check: 50597		2,196.40	
PACKER CITY INTL TRUCKS INC	50598	7/9/2015	X103014848:01	731-1022-541.38-03	5.41	Wiper Blades/Oil
			Total for check: 50598		5.41	

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POMP'S TIRE SERVICE INC	50599	7/9/2015	320031503	731-1022-541.38-02	1,907.00	Tires
			Total for check: 50599		1,907.00	
PRECISION INC	50600	7/9/2015	M0003-950136-A	100-1003-541.20-10	25,000.47	Pavement Maintenance 2015 Crack Seal Program
			Total for check: 50600		25,000.47	
PSYCHOLOGICAL CONSULTANTS	50601	7/9/2015	203	100-0801-521.21-05	400.00	Employment Evaluation
			Total for check: 50601		400.00	
REDI-WELDING CO	50602	7/9/2015	14877	731-1022-541.38-03	90.79	Battery Box & Supplies
			Total for check: 50602		90.79	
ROAD EQUIPMENT	50603	7/9/2015	WA596165	731-1022-541.38-03	61.62	Jack
			Total for check: 50603		61.62	
JOANNE ROUSH	50604	7/9/2015	ROUSH JOANNE	100-0000-201.15-00	95.83	FFM Supplies
				100-0000-201.15-00	91.23	Items for FFM Booth
				100-0000-201.15-00	38.45	Little Free Library
				100-0000-201.15-00	20.00	Community Walk Promo
			Total for check: 50604		245.51	
SAFEGUARD BUSINESS SYTEMS	50605	7/9/2015	030778166	100-0401-513.30-10	98.87	Deposit Tickets
			Total for check: 50605		98.87	
SMITH, JENNIFER	50606	7/9/2015	CLASS CANCEL	100-0000-441.24-00	25.00	Class Cancellation
			Total for check: 50606		25.00	

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STAPLES ADVANTAGE	50607	7/9/2015	3268973463	100-0801-521.30-10	55.08	Supplies
			Total for check: 50607		55.08	
SUE STRAUSS	50608	7/9/2015	STRAUSS	100-0201-512.30-11	12.15	Postage Reimbursement
			Total for check: 50608		12.15	
STREICHER'S INC	50609	7/9/2015	I1157582	100-0801-521.30-15	37.98	Police Supplies
			Total for check: 50609		37.98	
SWIDERSKI POWER INC	50610	7/9/2015	WF10978	731-1022-541.29-04	371.81	Parts & Service
			Total for check: 50610		371.81	
SYN-TECH SYSTEMS	50611	7/9/2015	112131	731-1022-541.24-06	473.00	Supplies/Parts
		7/9/2015	WF10978	731-1022-541.29-04	371.81	Vehicle Maintenance
				731-1022-541.29-04	(371.81)	Reversal
			Total for check: 50611		473.00	
TAPCO	50612	7/9/2015	I492415	100-0801-521.24-03	37.57	Traffic Counters - PD
			Total for check: 50612		37.57	
UNIFIRST CORPORATION	50613	7/9/2015	097 0190027	731-1022-541.20-01	116.61	Mat/Mop/Clothing Service
			Total for check: 50613		116.61	
US LUBRICANTS	50614	7/9/2015	50050510	731-1022-541.38-03	2,433.12	Supplies
			Total for check: 50614		2,433.12	

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US PETROLEUM EQUIPMENT	50615	7/9/2015	217906	731-1022-541.24-06	130.90	Maintenance
			Total for check: 50615		130.90	
US VENTURE	50616	7/9/2015	L52455	731-1022-541.21-06	36.00	Samples
			Total for check: 50616		36.00	
WE ENERGIES	50617	7/9/2015	WE ENERGIES	100-1008-541.22-04	9.57	955 Baldwin
			Total for check: 50617		9.57	
WE ENERGIES	50618	7/9/2015	609 RACINE	100-0000-123.00-00	553.00	Gas Removal
			Total for check: 50618		553.00	
WIL-KIL PEST CONTROL	50619	7/9/2015	2690893	731-1022-541.20-07	66.50	Contract - PWF
			Total for check: 50619		66.50	
WINNEBAGO COUNTY TREASURER	50620	7/9/2015	7369	100-0805-521.25-01	566.06	Inmate Housing
			Total for check: 50620		566.06	
WISCONSIN SUPPORT COLLECTIONS	50621	7/9/2015	20150709	100-0000-202.03-00	641.77	PAYROLL SUMMARY
			Total for check: 50621		641.77	
ZARNOTH BRUSH WORKS INC	50622	7/9/2015	0042977	731-1022-541.38-03	1,241.00	Broom Refill
			Total for check: 50622		1,241.00	

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CUMINGS ELECTRIC INC	50623	7/9/2015	0028117-IN	263-0306-562.70-01	1,363.53	CDBG Program
			Total for check: 50623		<u>1,363.53</u>	
					<u>467,675.46</u>	

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AAA PORTABLES	50624	7/16/2015	D-26162	100-0703-553.20-09	380.00	Rental
			Total for check: 50624		380.00	
ACC PLANNED SERVICE INC	50625	7/16/2015	14755	100-0601-551.24-03	1,550.00	Service
				100-0920-531.24-03	350.00	Service
				100-0703-553.24-03	420.00	Service
				100-0801-521.20-04	1,008.00	Service
				100-0501-522.24-03	672.00	Service
				731-1022-541.20-04	1,540.00	Service
				100-1001-514.20-04	1,036.87	Service
			Total for check: 50625		6,576.87	
ACCURATE	50626	7/16/2015	1509129	731-1022-541.38-03	304.59	Back-Up Camera/Seal Ring
		7/16/2015	1509324	731-1022-541.30-18	53.73	Fuel Line Hose & Supplies
		7/16/2015	1509391	731-1022-541.38-03	52.77	Parts
			Total for check: 50626		411.09	
ASSOCIATED BAG COMPANY	50627	7/16/2015	N475385	100-0909-531.30-18	81.90	Bags
			Total for check: 50627		81.90	
SHAINA CARLSON	50628	7/16/2015	CARLSON	822-0413-554.30-16	250.00	Hattie Miner Scholarship
			Total for check: 50628		250.00	
CLEAR WATER CAR WASH	50629	7/16/2015	603	100-0801-521.29-04	19.99	June Vehicle Wash
			Total for check: 50629		19.99	
CONSULTANTS LABORATORY	50630	7/16/2015	CONSULTANTSLAB	100-0905-531.21-05	1,050.00	Sr Center
			Total for check: 50630		1,050.00	

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COPLOGIC INC	50631	7/16/2015	C10055020150131	743-0403-513.24-04	1,050.00	Briefing System
			Total for check: 50631		1,050.00	
CTECH MANUFACTURING	50632	7/16/2015	29377	100-0801-521.29-04	1,583.65	Cabinets
			Total for check: 50632		1,583.65	
KORTNEY DAHM	50633	7/16/2015	DAHM	100-0903-531.33-01	34.37	June 2015
			Total for check: 50633		34.37	
UNEMPLOYMENT INSURANCE	50634	7/16/2015	000006998355	100-0703-553.15-09	409.86	Unemployment
			Total for check: 50634		409.86	
EARTHLINK BUSINESS	50635	7/16/2015	EARTHLINK	100-0402-513.22-01	7.17	Landline Phone
				100-0201-512.22-01	6.97	Landline Phone
				100-0000-123.00-00	15.91	Landline Phone
				100-0203-512.22-01	14.49	Landline Phone
				100-0304-562.22-01	26.08	Landline Phone
				100-1001-514.22-01	78.96	Landline Phone
				100-0401-513.22-01	35.18	Landline Phone
				731-1022-541.22-01	28.31	Landline Phone
				100-0903-531.22-01	53.49	Landline Phone
				743-0403-513.22-01	16.73	Landline Phone
				100-0601-551.22-01	185.42	Landline Phone
				100-0101-511.22-01	11.00	Landline Phone
				100-0702-552.22-01	29.49	Landline Phone
				100-0703-553.22-01	49.55	Landline Phone
				100-0202-512.22-01	17.62	Landline Phone
				100-0801-521.22-01	273.40	Landline Phone
				100-1002-541.22-01	45.95	Landline Phone
				100-0920-531.22-01	14.38	Landline Phone
				100-1008-541.22-01	4.15	Landline Phone

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EARTHLINK BUSINESS...	50635...	7/16/2015...	EARTHLINK...	100-0502-522.22-01	43.67	Landline Phone
				207-0000-123.00-00	29.29	Landline Phone
				100-0000-123.00-00	327.78	Landline Phone
				Total for check: 50635		1,314.99
ENVIRONMENTAL MGT & TESTING SERVICE	50636	7/16/2015	1469	100-0904-531.30-15	43.00	Sampling
				Total for check: 50636		43.00
FOX CITIES CHAMBER OF COMMERCE &	50637	7/16/2015	46644	100-0304-562.32-01	50.00	Membership
				Total for check: 50637		50.00
FOX VALLEY TECHNICAL COLLEGE	50638	7/16/2015	274012/FY14-15	100-0801-521.34-02	450.00	Training
				Total for check: 50638		450.00
F2R, LLC	50639	7/16/2015	F2R	625-0000-201.19-00	1,500.00	403 Third Street Final Release
				Total for check: 50639		1,500.00
GRAHEK, DEBORAH	50640	7/16/2015	GRAHEK	100-0000-201.03-00	2.00	Dog License Overcharge
				Total for check: 50640		2.00
GRAPHIC COMPOSITION INC	50641	7/16/2015	241867	100-0000-134.00-00	(509.90)	Letterhead & Envelopes
				100-0203-512.29-01	266.76	Letterhead & Envelopes
				100-0801-521.29-01	320.60	Letterhead & Envelopes
				100-0304-562.29-01	99.36	Letterhead & Envelopes
				731-1022-541.29-01	126.73	Letterhead & Envelopes
				100-1002-541.29-01	54.00	Letterhead & Envelopes
				625-1002-541.29-01	18.00	Letterhead & Envelopes
100-0401-513.29-01	457.45	Letterhead & Envelopes				

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GRAPHIC COMPOSITION INC...	50641...	7/16/2015	241918	100-0904-531.30-18	50.00	Beach Sampling
			Total for check: 50641		883.00	
GRIESBACH READY-MIX LLC	50642	7/16/2015	3251	100-1008-541.30-18	51.00	Concrete
				100-1004-541.30-18	873.15	Concrete
				100-1011-541.30-18	74.85	Concrete
			Total for check: 50642		999.00	
JIM HEINZ	50643	7/16/2015	HEINZ	100-0000-201.15-00	14.82	FFM Scrip Redemption
			Total for check: 50643		14.82	
HOH WATER TECHNOLOGY INC	50644	7/16/2015	455539	100-0801-521.24-03	166.43	Parts/PPF Boilers
				100-0501-522.24-03	110.95	Parts/PPF Boilers
			Total for check: 50644		277.38	
HORST DISTRIBUTING INC	50645	7/16/2015	48507-000	731-1022-541.38-03	120.33	Supplies
			Total for check: 50645		120.33	
INDEPENDENT INSPECTIONS LTD	50646	7/16/2015	309992	100-0301-523.21-06	28,648.93	June 2015 Permits
		7/16/2015	309993	100-0301-523.21-06	76.00	June 2015 Permits
			Total for check: 50646		28,724.93	
JOE'S POWER CENTER	50647	7/16/2015	161762	731-1022-541.38-03	100.34	Friction Sheave
		7/16/2015	162254	731-1022-541.38-03	(10.18)	Supplies/CREDIT
			Total for check: 50647		90.16	
JOHN'S REPAIR & TOWING LLC	50648	7/16/2015	JOHNS REPAIR	100-0801-521.29-04	58.00	Tow Squad 29 #15-1896
			Total for check: 50648		58.00	

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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>
KITZ & PFEIL INC	50651	7/16/2015	052114-0061	100-0703-553.24-03	36.51	Buildings-Mixer/Container
		7/16/2015	052114-0173	100-0801-521.24-03	36.53	Potted Planters
				100-0501-522.24-03	36.53	Potted Planters
		7/16/2015	052209-0063	100-0704-552.24-03	12.56	Pool - Parts
		7/16/2015	052214-0010	207-0707-552.24-03	9.48	Misc Hardware
		7/16/2015	052603-0021	731-1022-541.30-18	75.96	Oil
		7/16/2015	052614-0137	100-0703-553.30-18	31.41	Transplanter
		7/16/2015	052714-0004	100-0703-553.24-03	5.40	Misc Hardware
		7/16/2015	052803-0003	731-1022-541.38-03	28.55	Supplies
		7/16/2015	052914-0002	100-1008-541.30-18	14.99	Sprayer
		7/16/2015	052914-0020	100-1008-541.30-18	4.04	Batteries-Sign Shop AC
		7/16/2015	052914-0045	100-1001-514.24-03	25.98	Assessor Station/Sheeting
		7/16/2015	052914-0066	731-1022-541.38-03	4.76	Line Chalker- Parts
		7/16/2015	060109-0005	100-0704-552.24-03	4.60	Misc Hardware - Pool
		7/16/2015	060114-0114	100-0903-531.30-13	13.16	Misc Hardware
		7/16/2015	060209-0014	100-0703-553.24-02	82.50	Rental
		7/16/2015	060314-0078	100-0903-531.30-13	18.01	Batteries & Soap
		7/16/2015	060409-0013	100-0703-553.24-03	5.50	Misc Hardware - Buildings
		7/16/2015	060503-0007	100-0703-553.30-18	119.90	Timmer Line
		7/16/2015	060514-0021	100-0703-553.24-03	9.03	Misc Hardware - Buildings
		7/16/2015	060814-0007	100-0703-553.24-03	29.87	Torch Blade/Misc Hardware
		7/16/2015	060814-0088	100-0704-552.24-03	15.72	Cinb Wrench/Misc Hardware
		7/16/2015	060814-0103	100-1001-514.24-03	15.36	Supplies/Assessor Wall
		7/16/2015	060814-0199	100-1003-541.30-18	7.19	Paint Roller/Third St
		7/16/2015	061014-0086	207-0707-552.30-18	17.28	U-Bolts/Misc Hardware
		7/16/2015	061014-0181	100-0704-552.30-13	8.34	Supplies
		7/16/2015	061514-0015	100-0703-553.24-03	56.27	Fish Tape/Misc Hardware
		7/16/2015	061514-0157	100-0703-553.30-18	5.84	Male Coupling
		7/16/2015	061614-0041	100-0703-553.30-18	39.82	Misc Hardware-Areators
		7/16/2015	061714-0156	100-0920-531.24-03	11.50	Supplies/Senior Center
		7/16/2015	061809-0036	601-1020-543.30-18	18.89	Padlock - Lift Station

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KITZ & PFEIL INC...	50651...	7/16/2015	061914-0078	100-0704-552.24-03	8.16	Parts - Pool
			Total for check: 50651		809.64	
KWIK TRIP INC	50652	7/16/2015	KWIKTRIP	100-0801-521.38-01	86.12	Fuel
			Total for check: 50652		86.12	
LAKE PARK VILLAS HOMEOWNERS ASSN	50653	7/16/2015	LAKEPARKVILLAS	501-0304-562.32-01	10,781.82	Invoices
			Total for check: 50653		10,781.82	
LAKE SHORE CLEANERS INC	50654	7/16/2015	31505	625-1010-541.21-06	274.68	Park Villas Pond
			Total for check: 50654		274.68	
MCNEILUS TRUCK & MFG COMPANY	50655	7/16/2015	2911117	731-1022-541.38-03	227.36	Camera
			Total for check: 50655		227.36	
MENARDS-APPLETON EAST	50656	7/16/2015	75833	625-1010-541.30-18	642.00	Silver Birch Storm
		7/16/2015	75887	731-1022-541.82-01	41.04	Supplies
				100-0920-531.24-03	34.29	Supplies
				100-0903-531.30-13	3.87	Supplies
				100-1001-514.24-03	8.89	Supplies
			Total for check: 50656		730.09	
MENARDS-APPLETON WEST	50657	7/16/2015	94963	100-1009-541.30-18	41.93	Caution Tape
			Total for check: 50657		41.93	
MENASHA JOINT SCHOOL DISTRICT	50658	7/16/2015	JULYMOBILEHOME	100-0000-412.00-00	6,410.38	July Mobile Home
			Total for check: 50658		6,410.38	
MENASHA NEENAH MUNICIPAL COURT	50659	7/16/2015	MNMC	100-0000-201.03-00	100.00	Bond
						Report #MP15-2144

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MENASHA NEENAH MUNICIPAL COURT...	50659...	7/16/2015...	MNMC...	100-0000-201.03-00	470.00 Bond	Report #MP12-000295
				100-0000-201.03-00	174.00 Bond	Report #15-172
				100-0000-201.03-00	363.00 Bond	Report #15-221
				100-0000-201.03-00	174.00 Bond	Report #15-101
				Total for check: 50659		
MENASHA TREASURER	50660	7/16/2015	REC	100-0000-103.08-00	50.00 Swim lesson reg	Start up
				Total for check: 50660		
MENASHA UTILITIES	50661	7/16/2015	004363	625-0401-513.25-01	2,837.41 Storm Water Charges	
				601-0401-513.25-02	21,840.18 Sewer Charge Calculation	
		7/16/2015	MENASHAUTILITY	100-1012-541.22-03	14,768.11 June Street Lighting	
				100-1008-541.22-03	193.72 Electric	
				100-1008-541.22-05	45.42 Water	
				601-1020-543.22-03	65.00 Electric	
				100-0704-552.22-03	3,021.95 Electric	
				100-0704-552.22-05	5,130.60 Water	
				731-1022-541.22-03	1,047.27 Electric	
				731-1022-541.22-05	590.40 Water	
				731-1022-541.22-06	901.88 Storm	
				266-1028-543.22-06	73.13 Storm	
				100-0801-521.22-03	1,671.91 Electric	
				100-0801-521.22-05	332.11 Water	
				100-0801-521.22-06	62.72 Storm	
				100-0000-123.00-00	1,210.69 Electric	
				100-0000-123.00-00	240.49 Water	
				100-0000-123.00-00	45.41 Storm	
				100-0801-521.22-03	33.91 Electric	
				100-0601-551.22-03	4,369.89 Electric	
100-0601-551.22-05	693.17 Water					
100-0601-551.22-06	103.75 Storm					
207-0707-552.22-05	211.40 Water					
100-1019-552.22-03	435.57 Electric					

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MENASHA UTILITIES...	50661...	7/16/2015...	MENASHAUTILITY...	100-1019-552.22-05	12.38	Water
				100-0000-123.00-00	7.18	Electric
				100-1001-514.22-05	12.38	Water
				100-1001-514.22-06	2.50	Storm
				100-0703-553.22-03	1,832.87	Electric
				100-0703-553.22-05	89.42	Water
				100-0703-553.22-06	667.51	Storm
				485-0304-562.22-06	33.13	Storm
				457-0304-562.22-06	2.50	Storm
				485-0304-562.22-06	15.00	Storm
				457-0304-562.21-10	34.16	Electric
				100-0305-562.22-06	5.00	Storm
				501-0304-562.22-06	251.26	Storm
Total for check: 50661					62,891.38	
TOWN OF MENASHA UTILITY DISTRICT	50662	7/16/2015	1961	457-0304-562.22-05	9.60	1300 Wittmann Drive
				Total for check: 50662		
MID-AMERICAN RESEARCH CHEMICAL	50663	7/16/2015	0554783-IN	100-1006-541.30-18	135.00	Supplies
				731-1022-541.30-13	237.00	Supplies
				Total for check: 50663		
MINNESOTA LIFE INSURANCE COMPANY	50664	7/16/2015	002832L	100-0000-204.07-00	3,011.10	August Life Insurance
				Total for check: 50664		
OFFICE DEPOT	50665	7/16/2015	5605484	100-0903-531.30-18	62.68	Supplies
				Total for check: 50665		

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LINDA PALMBACH	50666	7/16/2015	PALMBACH	100-0903-531.33-01	28.08	June 2015
			Total for check: 50666		28.08	
PIGGLY WIGGLY MIDWEST LLC	50667	7/16/2015	PWM-067114	100-0905-531.30-18	34.84	Wellness Lab
			Total for check: 50667		34.84	
QUALITY PRINTING COMPANY INC	50668	7/16/2015	A27688	100-0703-553.29-01	1,938.48	Boat Launch Envelopes
			Total for check: 50668		1,938.48	
RIESTERER & SCHNELL INC	50669	7/16/2015	851209	731-1022-541.38-03	26.28	Oil Filters
		7/16/2015	851306	731-1022-541.38-03	20.04	Bushings
			Total for check: 50669		46.32	
LIZ ROSIN	50670	7/16/2015	ROSIN	100-0903-531.33-01	12.56	June 2015
			Total for check: 50670		12.56	
RULE INVESTMENTS LLC	50671	7/16/2015	RULE	601-1020-543.21-02	675.00	831 Martin Street Sump Pump Reimbursement
			Total for check: 50671		675.00	
SANOFI PASTEUR INC	50672	7/16/2015	904522102	100-0903-531.30-18	83.05	Tubersol
			Total for check: 50672		83.05	
VICKI SCHULTZ	50673	7/16/2015	SCHULTZ	100-0903-531.33-01	16.80	June 2015
			Total for check: 50673		16.80	
SERVICEMASTER BUILDING MAINTENANCE	50674	7/16/2015	16618	100-0801-521.20-01	50.00	Janitorial Service

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SERVICEMASTER BUILDING MAINTENANCE...	50674...	7/16/2015	16646	100-0801-521.20-01	1,460.00	Janitorial Service
			Total for check: 50674		1,510.00	
KATELYN SEWALL	50675	7/16/2015	SEWALL	822-0413-554.30-16	250.00	Hattie Miner Scholarship
			Total for check: 50675		250.00	
SHERWIN WILLIAMS CO	50676	7/16/2015	7804-7	100-1001-514.24-03	56.74	Paint & Primer
			Total for check: 50676		56.74	
SHOPKO STORES OPERATING CO LLC	50677	7/16/2015	90000014390018	100-0702-552.30-18	10.49	Rec - Supplies
				100-0702-552.30-18	207.52	Special Grant
				100-0704-552.30-10	17.97	Water
			Total for check: 50677		235.98	
SKID & PALLET	50678	7/16/2015	6800	100-0501-522.24-03	160.00	Mulch - Station 35
		7/16/2015	6829	100-0501-522.24-03	80.00	Mulch
			Total for check: 50678		240.00	
SPORTS GRAPHICS	50679	7/16/2015	0615-097	100-0703-553.30-18	18.00	Shirts
			Total for check: 50679		18.00	
STAPLES ADVANTAGE	50680	7/16/2015	3267693574	100-0201-512.30-10	1.66	Supplies
				100-0202-512.30-10	76.83	Supplies
				100-0203-512.30-10	1.66	Supplies
				100-0101-511.30-10	16.79	Supplies
			Total for check: 50680		96.94	
STREICHER'S INC	50681	7/16/2015	I1157699	100-0801-521.19-03	115.08	Weapon Light/Battery

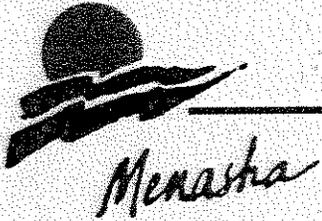
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STREICHER'S INC...	50681...	7/16/2015	11157769	100-0801-521.19-03	42.48	Shirts
			Total for check: 50681			157.56
TARTAN SUPPLY	50682	7/16/2015	334545	100-0704-552.30-13	769.72	Crew shower, tub, tile
			Total for check: 50682			769.72
TOYS FOR TRUCKS	50683	7/16/2015	16778	731-1022-541.38-03	66.00	Rail Protectors/Bed
			Total for check: 50683			66.00
UNIFIRST CORPORATION	50684	7/16/2015	097 0190479	731-1022-541.20-07	116.61	Cleaning Service
			Total for check: 50684			116.61
UNIFORM SHOPPE	50685	7/16/2015	244650	100-0801-521.19-03	203.70	Hat Cover/Holder/Gloves Shirts
		7/16/2015	244817	100-0801-521.19-03	233.80	Shirts/Pants/Jacket
		Total for check: 50685			437.50	
US CELLULAR	50686	7/16/2015	0089663948	100-0201-512.22-01	37.24	Attorney
				100-0202-512.22-01	(0.37)	Brunn/CREDIT
				100-1019-552.22-01	20.10	Racine/Tayco Bridges
				601-1020-543.22-01	0.50	Confined Space
				100-0801-521.22-01	81.84	Police
				100-0904-531.22-01	69.85	Drew
				100-1002-541.22-01	7.10	Hutter
				100-0702-552.22-01	43.94	Tungate
				100-0703-553.22-01	95.05	Parks Dept
				731-1022-541.22-01	68.78	Nieland/Resch/Mechanic
				100-1008-541.22-01	5.75	Bursack
				601-1020-543.22-01	0.50	Sewer Truck
Total for check: 50686			430.28			

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VALLEY AQUATIC SOLUTIONS LLC	50687	7/16/2015	0053718-IN	100-0704-552.30-18	1,423.90	Pool Supplies
			Total for check: 50687		1,423.90	
VAN ZEELAND'S AUTO CARE CENTER	50688	7/16/2015	2041928	100-0801-521.29-04	269.52	Vehicle Service
			Total for check: 50688		269.52	
WAUKESHA COUNTY TECHNICAL COLLEGE	50689	7/16/2015	S0593916	100-0801-521.34-02	55.00	Reimbursement
			Total for check: 50689		55.00	
WAVERLY SANITARY DISTRICT	50690	7/16/2015	WAVERLY	100-0703-553.22-06	233.72	2170 Plank Road
			Total for check: 50690		233.72	
WE ENERGIES	50691	7/16/2015	WEENERGIES	100-0703-553.22-03	38.71	US Hwy 10 & STH 114
				100-0701-533.22-03	17.33	North Street
				100-0701-533.22-03	17.88	North Street
			Total for check: 50691		73.92	
WINNEBAGO COUNTY CLERK OF COURTS	50692	7/16/2015	WINNCTY	100-0000-201.03-00	150.00	Bond Report #MP15-2129
		7/16/2015	WINNEBAGO	100-0000-201.03-00	50.00	Bond Report #15-2144
			Total for check: 50692		200.00	
					142,891.64	



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: July 16, 2015

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:

Kari Hinske	Natasha Cattelino	TraciLee Tracy
Erika Rohm	Kayla Stadtmueller	Dean Hinske
Madeline Werley-Nieuwenhuis	Nancy Fernandez-Aguilar	Michael Hinske
Robin Benson	Jerome Taggart	Nicholas Kehler
Karri Stiles		

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:

Thomas Neville (Application and Denial Letter attached)

Cc: Chief Styka

CITY OF MENASHA
ALCOHOL OPERATORS LICENSE APPLICATION

Establishment of Employment Old Grog
TEMPORARY PROVISIONAL REGULAR RENEWAL

Name Neville Thomas W.
Last First Middle

Address 516 First St. Menasha WI 54952
Street City State/Zip Code

Phone _____

Height _____ Neight _____ Eyes _____ Hair _____ Sex _____ Race _____

Birth Date _____ Age _____ Birthplace _____

Scars, Marks, Tattoos _____

Drivers License No. _____ State of Issue _____

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? Yes

Have you ever been **convicted** of a felony? No

Have you ever been **convicted** of a misdemeanor? Yes

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)? No

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 [Signature] Date 7/2/15

Approved Denied Expiration Date _____

Chief of Police [Signature] Date 7/7/15

Comments: Denied - Habitual Offender

REVOKED FOR VIOLATION: _____



July 7, 2015

Thomas W. Neville
516 First Street
Menasha, WI 54952

Re: City of Menasha Alcohol Operators License Application

Dear Mr. Neville,

Upon conducting a background investigation in relationship to your alcohol operator's license application the following information was determined:

On March 20, 2012 you were convicted of Operating While Suspended in Winnebago County.

On June 13, 2012 you were convicted of Operating While Suspended in Winnebago County.

On January 30, 2012 you were convicted of Operating While Intoxicated through the Neenah/Menasha Municipal Court.

On October 22, 2013 you were convicted of Operating After Revocation in Winnebago County.

On October 8, 2013 you were convicted of Operating After Revocation in Outagamie County.

On July 28, 2014 you were convicted of Possession of Drug Paraphernalia in Outagamie County.

On May 4, 2015 you were convicted of Operating After Revocation in Winnebago County.

Based on this background investigation, I will be recommending the Menasha Common Council deny your request for an Operator's License in the City of Menasha because under guideline #3 you are considered a Habitual Law Offender.

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 substantially relate to the license for which you have applied and arose out of separate incidents which occurred within a short period of time in the last five years.

The Police Department will recommend 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 its next meeting on July 20, 2015 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,

A handwritten signature in black ink, appearing to read 'R. Bouchard', written over a faint circular stamp or watermark.

Lt. Ron Bouchard
Investigative Services
Menasha Police Department



MEMORANDUM

Date: July 2, 2015

To: Common Council
From: Pamela A. Captain, City Attorney

RE: Ground Lease Agreement – Broad Street Parking Lot

Under the terms of the Development Agreement between the City of Menasha and Menasha Downtown Development, LLC, the City of Menasha has agreed to enter into a ground lease for the purpose of allowing the construction and operation of the Parking Garage by Menasha Downtown Development, LLC on a portion of the Broad Street Parking lot.

The terms of the Ground Lease should include:

- A. Expiration upon the termination of Tax Incremental Financing District #13
- B. Annual lease payment \$1.00 for use of the land
- C. Lessee pays all costs and expenses associated with its use of the land
- D. The purpose of the ground lease is to allow construction and operation of a 300 stall parking structure on the City's land
- E. Public parking will be allowed on the ground level of the Parking Garage during non-business hours
- F. Lessee will be required to carry insurance for its use of the land, indemnify and hold the City harmless

Terms regarding the transfer of the Parking Garage to the City upon the termination of TID #13 are contained in the Development Agreement.

You are presented a "draft" agreement with language proposed by Menasha Downtown Development, LLC. The developer is in the process of reviewing changes that I recommended. It is expected that a final version will be presented for your approval on July 20.



MEMORANDUM

To: City of Menasha Common Council
From: Peggy Steeno^{PS}, Administrative Services Director
Date: July 15, 2015
RE: Extension Agreement for Assessment and Tax Listing Services for the City of Menasha by Associated Appraisal Consultants, Inc.

As a follow-up to the Council's April 21, 2015 approval to extend the Agreement for Assessment and Tax Listing Services through July 31, 2015, staff is requesting one additional extension on the existing agreement, extending it through September 30, 2015. This request is being made to allow staff more time to complete this process in light of other projects taking priority during the May through July timeframe.

The work to be completed by Associated Appraisal will be a continuation of their existing work, and will not cause a problem with the new agreement. Staff is working on the RFQ (Request for Qualifications) packet at this time, including specific requirements to ensure that there is not a repeat of the issues that have occurred in the past and that all necessary duties are completed accurately and timely. Staff is planning to release the RFQ packet on July 31, 2015 so that there is adequate time to complete a thorough review of the responses and present a recommendation to the Council no later than early September. Also, please note that, at the time the recommendation for a new agreement is presented to Council, there will be a partner request to update the ordinance as necessary.

Please let me know if you have questions or would like additional information in advance of Monday's meeting. Otherwise, I look forward to discussing this with you at the meeting.

**CITY OF MENASHA
EXTENSION FOR ASSESSMENT SERVICES**

This Agreement is by and between the **City of Menasha, Winnebago & Calumet Counties, State of Wisconsin**, a municipal corporation and Associated Appraisal Consultants, Inc., with it's principal office at 1314 W. College Avenue, Appleton, WI 54914 as follows:

The Assessor will continue to perform the remaining Property Assessment and Tax Listing Services for the 2015 Assessment Year. This extension agreement between the Municipality (City of Menasha) and Assessor shall be for the two months of (August and September) of the 2015 Assessment year. Office hours conducted between August and September shall be Tuesday 8:00am-12:00pm and Thursday 12:00pm -4:00pm weekly with the last office day scheduled for September 29, 2015.

All of agreements in original and extension contract dated May 5, 2015, are valid until contract is complete.

COMPENSATION:

The Municipality (City of Menasha) shall pay the Assessor Ten Thousand Dollars, (\$10,000.00) for the two months (August and September) of the 2015 assessment year. The compensation due to the Assessor shall be paid in equal monthly installment of Five Thousand Dollars (\$5,000.00).

SIGNATURES



Mark Brown
President
Associated Appraisal Consultants, Inc.

July 13, 2015

Date

Authorized Signature
City of Menasha

Date



Memorandum

To: Common Council
From: Greg Keil, CDD *ak*
Date: July 16, 2015
RE: Recognition Plaque Request from Landmarks Commission

The Landmarks Commission has directed me to request permission from the Common Council to place a recognition plaque on the existing bench adjacent to the Tayco Street Bridge Tower Museum. The content of the plaque is shown on the attached. For those of you who are not familiar with Bill Herziger, Bill was a member of the city's Historic Preservation Committee (predecessor to the Landmarks Commission). He was also instrumental in saving the bridge tower and in the subsequent creation of the bridge tower museum and green space.

IN HONOR OF ALL WHO HAVE TENDED THIS BRIDGE TOWER

IN MEMORY OF
WILLIAM HERZIGER



MEMORANDUM

Date: July 16, 2015

To: Common Council
From: Pamela A. Captain, City Attorney

RE: Aldermanic District Vacancy

The City is notified that Aldermanic District 7 is vacant. Generally, we look to the statutes to determine how to fill a vacancy:

1. Wisconsin Statute §17.23(1)(a), indicates the common council appoints a successor to serve until another person is elected and qualified. The common council has discretion to determine the specific appointment procedure it wishes to follow.
2. Under §17.23(1)(a), Wis. Stats., given that the date of the vacancy is prior to December 1, unless otherwise ordered by the common council, a successor shall be elected for the residue of the unexpired term on April 5, 2016.

To summarize, under the default procedure set forth in Wisconsin Statutes, the common council appoints a person to serve the vacant district until the next election. At the next election, April 5, 2016, a person is elected by the constituents in the district to serve the remaining term which expires in April 2017. Thereafter, the aldermanic district is back on a two-year schedule.

The City of Menasha does not have council rules establishing how a vacant aldermanic district should be filled. Therefore it is my recommendation that the common council follow what is set forth in Wisconsin Statutes as the default procedure. The common council does have the ability to vary from the default procedure.

Melissa Rollins-Jump
809 8th Street
Menasha WI 54952

phone: 920-574-7577
email: rollinsjumpmel@aasd.k12.wi.us

Date: July 6, 2015

Mayor Don Merkes,

Please accept this formal letter of resignation from the City Council. This would be effective immediately as our house at 1016 Stardust Drive has sold and it is no longer my place of residence. Due to this move I am no longer able to represent the constituents of District 7. My current address has me living in District 3. Working for the City of Menasha has been a wonderful experience that has afforded me many valuable opportunities to learn and grow. I am very grateful for the time I was able to serve on the City Council.

I would like to continue to serve on the Library Board and Sustainability Board, if that is still an option. I wish you and the City of Menasha continued growth and success in the future.

Sincerely,



Melissa Rollins-Jump
City of Menasha
District 7 Alderman

RECEIVED

JUL 10 2015

CITY OF MENASHA
BY df



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steeno, ^{PS} Director of Administrative Services

Date: July 15, 2015

RE: RESOLUTION R-21-15 / RESOLUTION R-22-15 / RESOLUTION R-23-15 – Resolutions Executing 2015 Refinancings and 2015 General Obligation Borrowing

BACKGROUND

Following the approval of: the 2015 Budget, the preliminary borrowing plan for 2015 (Resolution R-29-14), 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:

2015 Capital Projects Borrowing - \$875,000: This portion of the borrowing includes the new money borrowing, as approved in the 2015 Budget, for the following: a number of street and sidewalk improvements, Trestle Trail improvements, shoreline improvements, and roofing projects at both the Library and City Hall. The interest rate on this new money borrowing will be 3.25%.

Refinancing - \$2,790,000: The refinancing for 2015 includes the refunding the Series A 2008 General Obligation Promissory Notes, dated August 1, 2008. The reason for this refunding is twofold. First, a portion of this obligation, \$2,045,000, which includes a balloon maturity of \$1,990,000 in 2017, belongs to TID #9. Because the original borrowing was done with a balloon payment in the middle of the TID's life, when not enough increment has been generated to cover the balloon payment, it is necessary, as has been discussed as part of our long term debt plan, to refinance this obligation in manner that will allow TID #9 to cover its obligation as increment is generated, taking the burden off other funds to cover the debt in the interim. Second, the interest rate on the current obligation is 4.33%, and the new interest rate will be 3.25%. Note that there is not a prepayment penalty if we are able to pay this loan off in advance of its final maturity. Second, the refinancing of the other portion of the Series A 2008 General Obligation Promissory Notes, dated August 1, 2008, in the amount of \$745,000, for various purposes, is being completed for interest savings only. The interest rate on the current debt is 4.33%, and the interest rate on the new debt will be 2.5%, thereby saving approximately

\$28,000 over the course of the remaining two (2) years of the loan. The repayment schedule is not changing due to the refinancing.

There will be three new loans, for these two purposes, as follows:

- Loan #1 – A two (2) year loan, in the amount of \$745,000, with an interest rate of 2.5%, will cover the portion of the refinancing that is being done for interest savings only.
- Loan #2 – A nine (9) year loan, in the amount of \$2,045,000, with an interest rate of 3.25%, will cover the portion of the refinancing for the TID #9 balloon payment in 2017.
- Loan #3 - A ten (10) year loan, in the amount of \$875,000, with an interest rate of 3.25%, will cover the 2015 new money requirements.

FISCAL IMPACT

The above amount of \$875,000, for the new money borrowing, will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund. 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-21-15

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$745,000 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 Forty Five Thousand And 00/100 Dollars (\$745,000.00) for the purpose of refinancing General Obligation Promissory Notes dated August 1, 2008 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 refinancing General Obligation Promissory Notes dated August 1, 2008 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 _____ day of July, 2015

Donald Merkes, Mayor

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steeno, ^{PS} Director of Administrative Services

Date: July 15, 2015

RE: RESOLUTION R-21-15 / RESOLUTION R-22-15 / RESOLUTION R-23-15 – Resolutions Executing 2015 Refinancings and 2015 General Obligation Borrowing

BACKGROUND

Following the approval of: the 2015 Budget, the preliminary borrowing plan for 2015 (Resolution R-29-14), 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:

2015 Capital Projects Borrowing - \$875,000: This portion of the borrowing includes the new money borrowing, as approved in the 2015 Budget, for the following: a number of street and sidewalk improvements, Trestle Trail improvements, shoreline improvements, and roofing projects at both the Library and City Hall. The interest rate on this new money borrowing will be 3.25%.

Refinancing - \$2,790,000: The refinancing for 2015 includes the refunding the Series A 2008 General Obligation Promissory Notes, dated August 1, 2008. The reason for this refunding is twofold. First, a portion of this obligation, \$2,045,000, which includes a balloon maturity of \$1,990,000 in 2017, belongs to TID #9. Because the original borrowing was done with a balloon payment in the middle of the TID's life, when not enough increment has been generated to cover the balloon payment, it is necessary, as has been discussed as part of our long term debt plan, to refinance this obligation in manner that will allow TID #9 to cover its obligation as increment is generated, taking the burden off other funds to cover the debt in the interim. Second, the interest rate on the current obligation is 4.33%, and the new interest rate will be 3.25%. Note that there is not a prepayment penalty if we are able to pay this loan off in advance of its final maturity. Second, the refinancing of the other portion of the Series A 2008 General Obligation Promissory Notes, dated August 1, 2008, in the amount of \$745,000, for various purposes, is being completed for interest savings only. The interest rate on the current debt is 4.33%, and the interest rate on the new debt will be 2.5%, thereby saving approximately

\$28,000 over the course of the remaining two (2) years of the loan. The repayment schedule is not changing due to the refinancing.

There will be three new loans, for these two purposes, as follows:

- Loan #1 – A two (2) year loan, in the amount of \$745,000, with an interest rate of 2.5%, will cover the portion of the refinancing that is being done for interest savings only.
- Loan #2 – A nine (9) year loan, in the amount of \$2,045,000, with an interest rate of 3.25%, will cover the portion of the refinancing for the TID #9 balloon payment in 2017.
- Loan #3 - A ten (10) year loan, in the amount of \$875,000, with an interest rate of 3.25%, will cover the 2015 new money requirements.

FISCAL IMPACT

The above amount of \$875,000, for the new money borrowing, will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund. 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-22-15

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$2,045,000 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 Two Million, Forty Five Thousand, And 00/100 Dollars (\$2,045,000.00) for the purpose of refinancing General Obligation Promissory Notes dated August 1, 2008 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 3.25 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 General Obligation Promissory Notes dated August 1, 2008 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 _____ day of July, 2015

Donald Merkes, Mayor

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steeno, ^{PS} Director of Administrative Services

Date: July 15, 2015

RE: RESOLUTION R-21-15 / RESOLUTION R-22-15 / RESOLUTION R-23-15 – Resolutions Executing 2015 Refinancings and 2015 General Obligation Borrowing

BACKGROUND

Following the approval of: the 2015 Budget, the preliminary borrowing plan for 2015 (Resolution R-29-14), 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:

2015 Capital Projects Borrowing - \$875,000: This portion of the borrowing includes the new money borrowing, as approved in the 2015 Budget, for the following: a number of street and sidewalk improvements, Trestle Trail improvements, shoreline improvements, and roofing projects at both the Library and City Hall. The interest rate on this new money borrowing will be 3.25%.

Refinancing - \$2,790,000: The refinancing for 2015 includes the refunding the Series A 2008 General Obligation Promissory Notes, dated August 1, 2008. The reason for this refunding is twofold. First, a portion of this obligation, \$2,045,000, which includes a balloon maturity of \$1,990,000 in 2017, belongs to TID #9. Because the original borrowing was done with a balloon payment in the middle of the TID's life, when not enough increment has been generated to cover the balloon payment, it is necessary, as has been discussed as part of our long term debt plan, to refinance this obligation in manner that will allow TID #9 to cover its obligation as increment is generated, taking the burden off other funds to cover the debt in the interim. Second, the interest rate on the current obligation is 4.33%, and the new interest rate will be 3.25%. Note that there is not a prepayment penalty if we are able to pay this loan off in advance of its final maturity. Second, the refinancing of the other portion of the Series A 2008 General Obligation Promissory Notes, dated August 1, 2008, in the amount of \$745,000, for various purposes, is being completed for interest savings only. The interest rate on the current debt is 4.33%, and the interest rate on the new debt will be 2.5%, thereby saving approximately

\$28,000 over the course of the remaining two (2) years of the loan. The repayment schedule is not changing due to the refinancing.

There will be three new loans, for these two purposes, as follows:

- Loan #1 – A two (2) year loan, in the amount of \$745,000, with an interest rate of 2.5%, will cover the portion of the refinancing that is being done for interest savings only.
- Loan #2 – A nine (9) year loan, in the amount of \$2,045,000, with an interest rate of 3.25%, will cover the portion of the refinancing for the TID #9 balloon payment in 2017.
- Loan #3 - A ten (10) year loan, in the amount of \$875,000, with an interest rate of 3.25%, will cover the 2015 new money requirements.

FISCAL IMPACT

The above amount of \$875,000, for the new money borrowing, will be added to the City's outstanding debt obligations, and be funded through the Debt Service Fund / General Fund. 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-23-15

RESOLUTION APPROVING APPLICATION TO BOARD OF COMMISSIONERS OF PUBLIC LANDS TO BORROW \$875,000 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 financing 2015 capital 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 3.25 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 2015 capital 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 _____ day of July, 2015

Donald Merkes, Mayor

Deborah A. Galeazzi, City Clerk



MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steeno,^{PS} Director of Administrative Services

Date: July 15, 2015

RE: RESOLUTION R-24-15 – Resolution Authorizing the Redemption of General Obligation Promissory Notes Dated August 1, 2008

BACKGROUND

In conjunction with the request to approve R-21-15 and R-22-15, authorizing two new State Trust Fund Loans that include funds to refinance the above noted loan, the Council is being asked to approve the redemption of the old debt in advance of the payment due date. With a redemption date of September 1, 2015, now is the appropriate time for the Council to act on the Call Notices included in Resolution R-23-15.

ANALYSIS

As discussed in November of 2014, the reason for this request to proceed with the redemption of the existing debt are: (1) to restructure a portion of the above noted 2008 debt obligation for TID #9, in the amount of \$1,990,000, that currently has a balloon payment due in 2017, matching the timing of the repayments to the incoming increment, and (2) for interest savings on the other portion of the same debt obligation, for various purposes, in the amount of \$800,000. The State Trust Fund Loan draw for the new loans will happen just in time to complete the redemption on the next payment date, September 1, 2015, for the loans being refinanced. And, the interest rates on the two new loans are 2.5% and 3.25% compared to the interest rate of 4.33% on the issue being redeemed.

FISCAL IMPACT

The fiscal impact of this resolution is that TID #9 will be able to make its debt payments through the incoming increment, throughout the remaining life of the TID, taking the burden off of other funds to cover this obligation until TID #9 is able to; and, interest savings will be achieved on the portion of the obligation being refinanced for interested savings only.

RECOMMENDATION

Staff recommends adoption of the above noted resolution.

RESOLUTION NO. R-24-15

RESOLUTION AUTHORIZING THE REDEMPTION OF
GENERAL OBLIGATION PROMISSORY NOTES DATED AUGUST 1, 2008

Introduced by Mayor Merkes:

WHEREAS, the City of Menasha, Calumet and Winnebago Counties, Wisconsin (the "City") has outstanding its General Obligation Promissory Notes dated August 1, 2008 ("2008 Notes"); and

WHEREAS, the Common Council has determined that it is necessary and desirable to call the 2008 Notes maturing in the years 2016 and 2017 for redemption on September 1, 2015 with proceeds of a State Trust Fund Loan.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Menasha, Calumet and Winnebago Counties, Wisconsin, that the 2008 Notes maturing in the years 2016 and 2017 are called for prior payment on September 1, 2015 at the price of par plus accrued interest to the date of redemption.

The City hereby directs the City Clerk to work with Wisconsin Public Finance Professionals, LLC to cause timely notice of redemption, in substantially the form attached hereto as Exhibit A and incorporated herein by this reference (the "Notice"), to be provided at the times, to the parties and in the manner set forth on the Notice.

Adopted, approved and recorded July 20, 2015.

Donald Merkes
Mayor

ATTEST:

Deborah A. Galeazzi
City Clerk

(SEAL)

EXHIBIT A

NOTICE OF FULL CALL*

Regarding

CITY OF MENASHA
CALUMET AND WINNEBAGO COUNTIES, WISCONSIN
GENERAL OBLIGATION PROMISSORY NOTES
DATED AUGUST 1, 2008

NOTICE IS HEREBY GIVEN that the Notes of the above-referenced issue which mature on the dates and in the amounts; bear interest at the rates; and have CUSIP Nos. as set forth below have been called by the City for prior payment on September 1, 2015 at a redemption price equal to 100% of the principal amount thereof plus accrued interest to the date of prepayment:

<u>Maturity Date</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>CUSIP No.</u>
09/01/2016	\$ 490,000	4.35%	586464C80
09/01/2017	2,300,000	4.40	586464C98

The City shall deposit federal or other immediately available funds sufficient for such redemption at the office of The Depository Trust Company on or before September 1, 2015.

Said Notes will cease to bear interest on September 1, 2015.

By Order of the
Common Council
City of Menasha
City Clerk

Dated _____

* To be provided by registered or certified mail, overnight express delivery, facsimile transmission or electronic transmission to The Depository Trust Company, Attn: Supervisor, Call Notification Department, 570 Washington Blvd., Jersey City, NJ 07310, not less than thirty (30) days nor more than sixty (60) days prior to September 1, 2015 and to the MSRB.

In addition, if the Bonds are subject to the continuing disclosure requirements of SEC Rule 15c2-12 effective July 3, 1995, this Notice should be filed electronically with the MSRB through the Electronic Municipal Market Access (EMMA) System website at www.emma.msrb.org.