

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, October 19, 2015**

**6:15 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
 - 1. [Proposing a Vacation of a Portion of Midway Crossing.](#)
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
 - 1. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Administration Committee, 10/05/15.](#)
 - b. [Board of Health, 09/09/15.](#)
 - c. Board of Public Works, [10/05/15 \(1st Meeting\)](#) and [10/05/15 \(2nd meeting\).](#)
 - d. [Committee on Aging, 09/10/15.](#)
 - e. [Landmarks Commission, 10/07/15.](#)
 - f. [Parks and Recreation Board, 10/12/15.](#)
 - g. [Plan Commission, 10/06/15.](#)
 - h. [Water and Light Commission, 09/23/15.](#)Communications:
 - i. [Veterans of Foreign Wars, 9/28/15; Veterans' Day Program and dinner.](#)
 - j. [Boys and Girls Club of Menasha, October 2015; 2015 Summer Success Stories.](#)
 - k. [Mayor Merkes, 10/09/15; Proclamation Saluting Evelyn Porsche on her 105th Birthday.](#)
 - l. [Mayor Merkes, 10/10/15; Proclamation Welcoming "that covers it. too".](#)
 - m. [Wisconsin Department of Administration, 10/10/15; Final Estimate of January 1, 2015 Population for City of Menasha.](#)
 - n. [CDD Keil, 10/13/15; Status of Office Tower Project.](#)
 - o. [DPW Radtke, 10/15/15; Racine Road Interchange Ramp Closures.](#)

G. CONSENT AGENDA

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

Minutes to approve:

- 1. [Common Council, 10/05/15.](#)

Administration Committee, 10/05/15 – Recommends the Approval of:

- 2. [Joint Powers Agreement Winnebago County Emergency 911 System, Dec. 1, 2015 - Nov. 30, 2016.](#)
- 3. [The request to apply, receive and spend a National Council on Aging: *Aging Mastery Program Grant with the Neenah-Menasha YMCA* for the amount of \\$12,000 in grant funding plus \\$4,800 in program materials.](#)
- 4. [2016 Health Insurance plan design changes of participation in the local clinic, addition of a \\$100 Co-Pay for High Tech Imaging, addition of a health club reimbursement benefit of \\$120 single/\\$240 family and a premium contribution of 2.5% by all non-represented employees.](#)

Board of Public Works, 10/05/15 – Recommends the Approval of:

5. [Alternative J as the preferred option for the Racine Street Bridge replacement.](#)
 6. [Street Use Application – Hometown Halloween; Thursday, October 29, 2015; 3:00 PM – 7:00 PM \(City of Menasha Farm Fresh Market\).](#)
 7. [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 in the amount of \\$101,607.91 \(Payment No. 6\).](#)
 8. [Authorization to Execute GRAEF Engineering Design Services Agreement for Twin Trestle Project.](#)
- Park and Recreation Board, 10/12/15 - Recommends the Approval of:
9. [Raising the Marina 2016 seasonal rental rate from \\$38.25 per foot to \\$38.50 per foot.](#)

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 10/08/15 to 10/15/15 in the amount of \\$865,245.82.](#)
2. [Beverage Operators License Applications for the 2015-2017 licensing period.](#)
3. [Accept letter of resignation from Alderman Langdon and plan to fill vacancy.](#)
4. [Motion to Rescind – Ald. Zelinski – Beverage Operators License Application for Dana Lee Akers.](#)
5. [Petition to Vacate a Portion of Midway Crossing.](#)
6. [Motion to Reconsider – Alderman Taylor - R-35-15, Resolution Approving a 2015 Budget Adjustment for the Purchase of Land to Replace Parking Displace by the Construction of the Parking Ramp Within the Broad Street Parking Lot and the Accompanying Borrowing to be Included with the 2016 Capital Improvement Program Borrowing.](#)

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. [O-16-15; An Ordinance Amending Title 11, Chapter 2 of the Code of Ordinances \(Residential Outdoor Lighting\) \(Introduced by Alderman Zelinski and Alderman Taylor\) \(Recommended by the Administration Committee\).](#)
2. [O-16-15; Substitute Amendment 1 to Ordinance O-16-15; An Ordinance Amending Title 11, Chapter 2 of the Code of Ordinances \(Residential Outdoor Lighting\) \(Introduced by Alderman Benner\).](#)
3. [O-19-15; An Ordinance Amending Title 9, Chapter 6 of the Code of Ordinances. \(Methodology for Billing Stormwater Charges for Duplexes\) \(Recommended by the Board of Public Works\).](#)
4. [R-25-15; A Resolution Pertaining to Equivalent Runoff Unit \(ERU\) Charges for Storm Water Utility \(Introduced by Mayor Merkes\).](#)
5. [R-34-15; A Resolution Pertaining to Equivalent Runoff Unit \(ERU\) Charges for Storm Water Utility.](#)
6. [R-36-15; A Resolution Pertaining to Equivalent Runoff Unit \(ERU\) Charges for Storm Water Utility.](#)

L. APPOINTMENTS

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 BOARD OF PUBLIC WORKS

P. REPORT OF DEPARTMENT HEADS

1. CA Captain
 - a. Redevelopment Agreement between City of Menasha and McClone Downtown Development LLC dated April 7, 1997.
 - b. Offer to Purchase 320 Chute Street, Menasha.

Q. ACTION ITEMS

1. Adjourn into Closed Session pursuant to Wis. Stats. §19.85(1)(e) and (g): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; and 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. (Lease of parking lot at 320 Chute Street, Menasha; and Offer to Purchase 320 Chute Street, Menasha).
2. May reconvene into Open Session to act on what was discussed in Closed Session.

R. ADJOURNMENT

MEETING NOTICE

**Monday, November 2, 2015
Common Council Meeting – 6:00 p.m.
Committee Meetings to Follow**

**BUDGET REVIEW SESSIONS
Council Chambers – 5:00 p.m.
Wednesday, November 4, 2015
Thursday, November 5, 2015
Monday, November 9, 2015
Wednesday, November 11, 2015**

**City of Menasha
Public Hearing**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Common Council of the City of Menasha on October 19, 2015 at 6:00 PM in the City Hall Council Chambers, 140 Main Street. The purpose of the public hearing is the received Petition proposing a Vacation of a Portion of Midway Crossing.

The legal description of subject parcel is described as follows:

Portion of Midway Crossing, previously dedicated on Certified Survey Map No. 3247, located in the Southwest 1/4 and Northwest 1/4 of the Northwest 1/4, Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin, more fully described as follows :

Commencing at the Southwest Corner of Lot 2 of said Certified Survey Map No. 3247; Thence North 00 Degrees 31 Minutes 07 Seconds East, along the east right-of-way line of Midway Crossing, a distance of 187.70 Feet; Thence North 00 Degrees 28 Minutes 36 Seconds East, continuing along the east right-of-way line of Midway Crossing, a distance of 130.00 Feet to the point of beginning; Thence North 89 Degrees 31 Minutes 24 Seconds West, a distance of 45.00 Feet; Thence North 00 Degrees 28 Minutes 36 Seconds East; along the west right-of-way line of Midway Crossing, a distance of 534.04 Feet; Thence South 89 Degrees 30 Minutes 18 Seconds East, a distance of 45.00 Feet; Thence South 00 Degrees 28 Minutes 36 Seconds West, along the East right-of-way line of Midway Crossing, a distance of 534.02 feet to the point of beginning. Containing 24,030 Square Feet.

The Common Council will take action on the resolution at the Council meeting on Monday, October 19, 2015.

All interested citizens or organizations are invited to participate orally or in writing.

Deborah A. Galeazzi, WCMC
City Clerk

Publish: Sept. 28, Oct. 5 & Oct. 12, 2015

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
October 5, 2015
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Nichols at 11:12 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Taylor

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

C. MINUTES TO APPROVE

1. [Administration Committee, 9/21/15](#)

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

Motion carried on voice vote.

D. ACTION/DISCUSSION ITEMS

1. [Joint Powers Agreement Winnebago County Emergency 911 System, Dec. 1, 2015 - Nov. 30, 2016.](#)

PC Styka explained the agreement is for the City to participate in Winnebago County's 911 system. The agreement is the same as previous years.

Moved by Ald. Keehan seconded by Ald. Spencer to recommend to Common Council Joint Powers Agreement Winnebago County Emergency 911 System, Dec 1, 2015 – Nov. 30, 2016.

Motion carried on roll call 7-0.

2. [Request to apply, receive, and spend a National Council on Aging: Aging Mastery Program grant with the Neenah-Menasha YMCA.](#)

PHD McKenney explained the grant is from the National Council on Aging to help older adults take key steps to improve their well-being. The grant would cover \$12,000 for training and travel of staff and \$4,800 for program materials. The grant period runs January 1, 2016 to December 31, 2017.

Moved by Ald. Keehan seconded by Ald. Benner to recommend to Common Council the request to apply, receive and spend a National Council on Aging: Aging Mastery Program Grant with the Neenah-Menasha YMCA for the amount of \$12,000 in grant funding plus \$4,800 in program materials.

Motion carried on roll call 7-0.

3. 2016 [Health](#), [Dental](#), [Vision](#) Insurances.

ASD Steeno explained 2016 will be the second year of a two year contract with Wisconsin Counties Association/Group Health Trust as the City's health insurance carrier. The 2016 premium increase will be 2.5% if the City agrees to some recommended plan design changes. Staff is recommending the plan design changes and a 2.5% employee premium share for all employees participating in the City's health insurance program. The premium increase will match the Collective Bargaining Agreement that is currently in place. This will make it equitable for all employees that participate in the City's health insurance program.

ASD Steeno also explained the City is self-insured for dental and based on the current rate and past history staff is recommending no increase in dental premiums for 2016. Vision insurance is in the third year of a three year contract and rates are already established for 2016.

Moved by Ald. Keehan seconded by Ald. Spencer to recommend to Common Council 2016 Health Insurance plan design changes of participation in the local clinic, addition of a \$100 Co-Pay for High Tech Imaging, addition of a health club reimbursement benefit of \$120 single/\$240 family and a premium contribution of 2.5% by all non-represented employees.

Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Langdon to adjourn at 11:25 p.m.

Motion carried on voice vote.

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

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

CITY OF MENASHA BOARD OF HEALTH

Minutes

September 9, 2015

- A. Meeting called to order at 8:05 AM by Chairman Candyce Rusin.
- B. Present: Candyce Rusin, Lori Asmus, Teresa Rudolph, Diane Hotynski, Nancy McKenney, Todd Drew, Loretta Kjemus, Linda Palmbach, Kortney Dahm, Vicki Schultz, Liz Rosin.
- C. MINUTES TO APPROVE
 - 1. Dr. Teresa Rudolph moved to approve June 10, 2015 minutes, seconded by Lori Asmus. Motion passed.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

Administrative

Health Department Budget and Contracts- Menasha Health department was granted the DHS *Healthy Brain Initiative/Dementia-Friendly Communities* Mini-grant Award. Vicki Schultz was the lead on this grant and worked with members of the Committee on Aging. Menasha Health Department was awarded the DHS *Wisconsin Seal a Smile* Grant of \$5000. Menasha Health Department was awarded the DHS *Wisconsin RADON Outreach* Grant of \$3500. This is an increase from last year. The grant has shifted focus to start educating realtors. The Menasha Health Department is looking to train one additional staff member on radon measurement and mitigation. DHS DPH TB Dispensary Contract is now in place. Eleven different counties have went in together to purchase a Pro Respiratory Fit Tester which is automated and much more accurate. It will be stored and insured by Manitowac County with the Menasha Health Department reserving one month of use per year. Kortney Dahm and Vicki Schultz attended the training and Todd Drew has been trained to use it. Nancy McKenney is currently working on the 2015 budget.

Communications- Senior Center will be putting up signage which includes 'No Smoking or Electronic Cigarettes' and 'No firearms or weapons'. Nancy McKenney reported the following to the Common Council: 06/11/15 Menasha Health Department secured Public Health Emergency Preparedness Supplemental Ebola Funding. 08/03/15 The Health Department entered into an Interagency Memorandum of Understanding to Purchase PortaCount Pro Respiratory Fit Tester with Manitowoc County Health Department. 09/03/15 Approval to accept and spend \$10,840 in Wisconsin Department of Health Services (DHS) Centers for Disease Control and Prevention (CDC) Public Health Emergency Preparedness Supplemental Ebola Funding. 09/04/15 Request to approve Todd Drew, RS Environmental attendance at the Integrated Foodborne Outbreak Response and Management (InFORM) Conference if funding application from the National Environmental Health Association (NEHA) is approved. A letter of support for a Wisconsin Partnership Program application was sent to the Winnebago County SmartPlate group by Nancy McKenney. This group approaches and works with restaurants to get healthy choices onto their menu. **Personnel** changes include a new vision and hearing screener, Claudia Gonzalez. Nancy McKenney is also working with Human Resources to secure a new dental hygienist. The Menasha Health Department will again be working with UWO nursing students. Their orientation date is set for September 10, 2015.

Employee Safety: Todd Drew updated the Board on the CVMIC walk through this summer and issues that need to be addressed.

Sealer of Weights and Measures: Todd Drew reported on a citation issued to a business for removing a red equipment rejection flag without authorization. New businesses opening this year will increase the Sealer of Weights and Measures and Environmental Health workload.

Environmental Health: Todd Drew reported on several environmental health issues he has been working on, including a house that was placarded for hoarding. Todd had his standardization with DHS this summer and

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Health Department at 967-3520 at least 24-hours in advance of the meeting for the City to arrange special accommodations."

passed. He received a request from Waupaca County to do lead risk assessments for a client over 20 mcg/dL. Todd is currently working with a corporate building on mold and indoor air issues as a result of phone calls and written complaints to the Menasha Health Department. They also made complaints to OSHA. Todd issued abatement orders of 30 days and had a meeting removal process.

Public Health Department: June, July, and August communicable disease report was reviewed by Nancy McKenney. Linda Palmbach reported on an active TB case, a latent TB and on 12 week directly observed therapy. TB skin tests were made available to contacts. They will be coming in for a 10 week follow up. Menasha Health Department staff have been involved in the state wide Blastomycosis follow up. Currently there are 29 confirmed and 29 probable statewide. Mary will continue to run school absence reports.

Health Screening 60+ -Vicki Schultz reported that the foot care clinics continue and are going well. Chair massages are scheduled for October and Wellness lab scheduled for November.

Prevention- Vicki Schultz reported on the Corny Community Walk. There were over 100 participants. It started at Curtis Reed Square and had 1-2 mile routes mapped out with stations along the way. Everything went well with lots of positive feedback. There were many sponsors including

Radon- Nothing new.

School Health Screening- Loretta Kjemhus reported that Prevent Blindness training was done on 8/20/15 with five Menasha Health Department and two screening staff in attendance. The biggest change learned was the importance of screening 3, 4, and 5 year olds. Loretta worked with the schools and added preschool to the screening schedule.

Dental Program - Loretta Kjemhus reported that last fluoride application will be done at the end of October or November with UW Oshkosh students assisting. To date there have been 765 fluorides done. Loretta did dental outreach at the Brain Walk sponsored by the Menasha library and Back to School Fair sponsored by Neenah-Menasha Emergency Society. She set up a dental booth with educational information for parents and children. The Brain Walk had 80 families participate and Back to School Fair had 1175 families participate.

Lead Prevention- No updates.

Immunization – Flu Clinic is set for October 23, 2015. The vaccine price needs to be set. Everyone agreed to keep the price the same (\$16.00).

Maternal and Child Health – Vicki Schultz reported that the focus this year is mental health. The MCH program is looking at making some changes for the next year. She is the lead on the Hospital Assessment Committee. Kortney Dahm reported that the OB Health group she attends felt it would be beneficial to do outreach to OB's on what Public Health does and when to refer. Kortney and a nurse from Outagamie County presented to AMC at their staff meeting on 9/8/15 and will present to Theda Clark on 9/10/15.

Emergency Preparedness- Nancy McKenney reported that the Fox Valley Area Healthcare Coalition has been developed to help coordinate emergency management and preparedness activities. Nancy is currently on the Board of Directors. Nancy McKenney reported that she is scheduled to present at Wisconsin Association of Local Health Departments and Boards in September with Tim Styka re regarding the Active Shooter Incident. She will send out the power point if interested in viewing. Loretta Kjemhus reported that the mass influenza vaccination clinic is scheduled for October 23rd at Butte Des Morts School from 2:00 -6:00pm. Loretta and Vicki will be meeting to plan the clinic. Fatality management plan has been finalized from representatives from Menasha, Appleton, and Winnebago health departments as of 7/13/2015. Emergency Preparedness competency survey was completed by Loretta to receive an additional \$500. Sheltering forms have been put on the S drive and hard copies in the first aid bag.

Twenty Four/Seven – the account was used to pay some overtime for TB direct observation.

E. ACTION ITEMS: None

F. HELD OVER BUSINESS: None

G. ADJOURNMENT :

Lori Asmus moved to adjourn the meeting, seconded by Dr. Teresa Rudolph. Motion passed.

Candyce Rusin adjourned the meeting. The next meeting will be held on Wednesday, October 14, 2015.

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
October 5, 2015
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Krautkramer at 5:30 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, ASD Steeno, PRD Tungate, PHD McKenney, LD Lenz, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [September 21, 2015](#)

Moved by Ald. Taylor seconded by Ald. Zelinski to approve minutes.

Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. [Recommendation for Racine Street Bridge Replacement Preferred Alternative](#)

Bill Bertrand and Chuck Karow, representatives from WisDOT, reviewed the alternatives for the Racine Street Bridge Replacement project. They are asking for the City's preferred alternative, but the final decision will be made by the DOT. They have used suggestions from the public involvement meetings when putting together the several alternatives. Staff and some residents recommend Alternative J

Chairman Krautkramer opened the floor for the public to speak.

Chris Evenson, 523 Broad Street, Menasha. Questions and comments on the proposed Racine/Broad Street intersection options. He and neighbors recommend option 3 for safety reasons.

Jeff Harvey, 514 Broad Street, Menasha. Recommends a berm or fence by roundabout to decrease lights hitting houses. He recommends option 4 for the Racine Street/Broad Street proposed intersection for safety reasons.

Lou Lepore, 545 Riverway, Menasha. Traffic concerns if roundabout on south end of Racine Street Bridge, especially with bridge openings.

General discussion ensued on the different alternatives; maintenance cost to the City; traffic patterns; timetable of project and when bridge is turned over to the City; acquisition of property for the project.

Moved by Ald. Nichols seconded by Ald. Zelinski to recommend to Common Council Alternative J as the preferred option for the Racine Street Bridge replacement.
Motion carried on roll call 7-1. Ald. Taylor voted no.

2. [Review of the Racine Street/Broad Street Proposed Intersection Options as Relates to the Racine Street Bridge Project \(Presentation/Discussion Only\)](#)

Bill Bertrand and Chuck Karow explained the four options available for the Racine/Broad Street intersection after the Racine Street Bridge project is complete. Staff is recommending options 3 or 4 for safety reasons. No action is required at this time.

E. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Keehan to adjourn at 6:55 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
October 5, 2015
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Krautkramer at 11:27 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Taylor

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

C. DISCUSSION / ACTION ITEMS

1. [Street Use Application – Hometown Halloween; Thursday, October 29, 2015; 3:00 PM – 7:00 PM \(City of Menasha Farm Fresh Market\)](#)

Moved by Ald. Nichols seconded by Ald. Keehan to recommend to Common Council Street Use Application for Hometown Halloween on Thursday October 29, 2015, 3:00p.m. to 7:00 p.m. (City of Menasha Farm Fresh Market)
Motion carried on roll call 7-0.

2. [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; \\$101,607.91 \(Payment No. 6\)](#)

DPW Radtke explained work has been completed. There are a few small follow up items that will be completed soon. Staff recommends approving the payment.

Moved by Ald. Nichols 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, 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 \$101,607.91 (Payment No. 6).

Motion carried on roll call 7-0.

3. [Authorization to Execute GRAEF Engineering Design Services Agreement for Twin Trestle Project](#)

DPW Radtke explained this is for the preliminary engineering design work for the Loop the Lake project.

Moved by Ald. Langdon seconded by Ald. Keehan to recommend to Common Council authorization to execute GRAEF Engineering Design Services Agreement for Twin Trestle Project.

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

D. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Spencer to adjourn at 11:33 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
September 10, 2015
Minutes**

- A. Meeting called to order at 8:05 am.
- B. Present: Joyce Klundt, Mary Lueke, Brenda Marks, Nancy McKenney, John Ruck, Tom Stoffel, Jean Wollerman
Guest: Vicki Schultz
- C. MINUTES TO APPROVE
Tom Stoffel noted a correction to the date of previous minutes to approve as July 9, 2015.
John Ruck moved to approve the August 13, 2015 minutes as amended, seconded by Brenda Marks. Motion passed.
- D. NEW BUSINESS:
Mission, Vision, Goals and Bench: Jean Wollerman distributed the current Senior Center mission, vision, and goals for Committee review and suggested that a lengthier meeting be held for discussion and strategic planning. To begin the visioning process, she led the Committee in and around the Senior Center building perimeter to begin visualizing what future needs might be explored. These included: signage on the building; considering the future of dining services and space needs; outdoor bench areas; designated smoking area; and changes to the community room such as new lighting). There were questions raised about the parking lot and adding designated parking areas. The mission, vision, and goals topic will be held over.
Bench: Jean will talk with City Public Works staff about the bench.
Safety Manual: The Senior Center needs to develop/update the Safety Manual. The Safety Manual topic will be held over.
- E. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
Senior Center: Jean Wollerman noted that the Senior Center received a plaque recognizing re-accreditation at a recent conference. She suggested that the Committee on Aging meet with the Neenah Committee on Aging to network and explore program collaborations. She suggested doing this before winter. She also reviewed how the equipment grant was being spent.
Public Health: Nancy described progress on the Community Needs Assessment. Vicki Schultz noted the Senior Center had walking groups for the Corny Community Walk. Sponsors were pleased that over 100 people participated in the walk. She noted that there was good support from the Senior Center walking groups. Many local businesses participated in sponsorship along with the Neenah-Menasha Fire Department and the Police Department.
Sixty Plus Grant – UW Extension Health Eating class and Foot Care Clinics have good participation. September is Falls Prevention Month. There is an emphasis on exercise and balance programs.
- F. HELD OVER BUSINESS
Jean Wollerman is working on a fundraising report, a design for the donor wall, and will set up the donor night when the donor wall is completed. She needs to know what is in the legacy account.
- ADJOURNMENT:
Brenda Marks motioned to adjourn, seconded by Tom Stoffel. Motion passed.
The next meeting will be held on October 8, 2015 at 116 Main Street, Menasha.

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall - 140 Main Street
October 7, 2015
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 4:40 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Tom Grade, Paul Brunette, and Dean Wydeven.

LANDMARKS MEMBERS EXCUSED: Commissioners Alison Mayer and Shellie Caudill.

OTHERS PRESENT: CDD Keil, AP Englebert, and Nicholas Jevne (1334 Mayer Street).

C. MINUTES TO APPROVE

1. **Minutes of the September 9, 2015 Landmarks Commission Meeting**

Motion by Comm. Brunette, seconded by Comm. Wydeven to approve the September 9, 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. **Design Guidelines for Manchester's Commercial and Historic District**

CDD Keil remarked on the historical design standards from the Town of Manchester, VT.

F. ACTION ITEMS

1. None.

G. DISCUSSION ITEMS

1. **2016 Landmarks Commission Budget**

CDD Keil provided an overview of the Landmarks Commission budget as well as information on the status of outstanding grants. Commissioners discussed possibilities for increased budget funds.

2. **Follow-Up Façade Preservation – 165-167 Main Street**

Comm. Grade spoke with the owner of 165-167 Main Street about repairing the façade of the building. The owner is still reviewing options at this time.

3. **Follow-Up – Powers and Duties of the Landmarks Commission**

- A. Memphis and Austin Information
- B. Review of Main Street Corridor Photos
- C. Proposed Changes to ordinance O-13-08
- D. List of Buildings to Add to the Historic District

Commissioners discussed the following items:

- Education initiatives
- Historic site, building, and sign designation
- Preservation easements
- Prioritizing preservation efforts

Commissioners viewed images of structures in the Tayco, Main, and Racine street corridors of the downtown and rated them according to their historic and/or architectural significance. Photos are to be forwarded to the commissioners who were not present to gain their input. Comm. Grade spoke about the possibility of incorporating demolition by neglect into an ordinance enforced by the

Landmarks Commission.

4. **Recognition of Neenah Bank – Repurposing Historic Menasha Element**

Commissioners commented on the monument constructed by First National Bank in Neenah. Comm. Brunette suggested writing a letter to commend the work done to repurpose stone from the bank formerly located at 175 Main Street.

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

None.

I. ADJOURNMENT

Motion by Comm. Wydeven, seconded by Comm. Brunette to adjourn at 6:15 PM. The motion carried.

Respectfully submitted by AP Englebert.

CITY OF MENASHA
Parks and Recreation Board
City Hall – 140 Main Street
October 12, 2015
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. D Sturm at 6:06 p.m.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: D. Sturm, D. Zelinski, T. Marshall, L. Hopwood, S. Pawlowski

MEMBERS EXCUSED: N. Barker, one vacant position

OTHERS PRESENT: PRD Tungate, PS Maas, Julie Filapek, Tyler Doebel, Kathy Stahl, Aaron Zemlock

C. MINUTES TO APPROVE

1. **Minutes of the August 10, 2015 Park Board Meeting:** Moved by L. Hopwood, seconded by Ald. D. Zelinski to approve the minutes of the August 10, 2015 Park Board meeting. Motion carried.
2. **Minutes of the September 14, 2015 Park Board Meeting:** Moved by Ald. D. Zelinski, seconded by S. Pawlowski to approve the minutes of the September 14, 2015 Park Board meeting. Motion carried.

D. PUBLIC COMMENT ON ANY MATTER RELATED TO CITY PARKS AND RECREATION

1. **Update on meeting with Jefferson Park neighborhood group** – Julie Filapek updated the Board on recent meetings of the Winz and Jefferson Park neighborhood groups. Julie works for an organization called Neighborhood Partners. A few members of the Jefferson Park group recently met with city staff primarily to focus on three things - tree planting, painting colorful murals on some park picnic tables and improving the look of landscape beds within Jefferson Park. The group also has interest in the Jefferson Park and neighborhood master plan when that process begins. K. Stahl spoke about her concerns related to drinking and the message this sends to younger, school aged kids. She would like to somehow see less drinking and littering in Jefferson Park. T. Doebel spoke about several issues, mostly related to improvements to Jefferson Park

E. REPORT OF DEPARTMENT HEADS/STAFF/OR CONSULTANTS

1. **Department Report:** PRD Tungate stated that he's been working on finishing up the 2016 budget proposals, Gilbert site finishing work, upcoming Pumpkin Hunt, trestle project with Neenah and a short survey for Winz Park neighbors. A postcard was sent to the neighborhood asking them to take a short online survey, due by Oct. 30.
2. **Park, Pool and Vandalism Report:** PS Maas stated that a bathroom stall door was vandalized at Hart Park, neighborhood group helped plant trees around the pool parking lot last Saturday, work has been ongoing on the pool waterslide, 2 Born Learning trails are now installed, Gilbert site planting is almost complete.

F. DISCUSSION

1. **Police perspective on alcohol consumption and littering in Jefferson Park:** Aaron Zemlock, the Police Department's Police Liaison Officer, was present to give his thoughts on drinking and littering in Jefferson Park. PD rarely sees individual consumption going on. He was familiar with the permit system. Drinking issues in the park seem to ebb and flow, like other issues throughout

the park system. A couple good ideas for improving the softball league drinking situation were discussed. One was having teams take responsibility for taking out their own beer permit if they wished to drink before or after a game. PD could make some routine checks at the diamond to make sure teams that are drinking have a permit. Having the field lights turned off sooner was also brought up. Officer Zemlock stated that in his opinion, cameras do not deter crime, but they can help from an investigative perspective. Most issues in Jefferson park have had to do with suspicious people or vehicle incidents.

2. **Recommend not to pursue a full rehabilitation of the Winz Park recreational surface at an estimated cost of \$150,000, but rather consider alternatives that include rehabilitating the northern end of the park or accepting land across the street from Menasha Utilities and developing it as a city park (proposed action item for the November meeting):** Staff reviewed two possible alternatives if a decision was to be made to cease operating Winz Park and return it as solely a roof structure to Menasha Utilities. Chr. D. Sturm stated that it probably isn't the best idea to maintain any type of recreation surface at Winz Park. The clearwell is probably at its half life already, so recreational surface issues will keep cropping up as the facility continues to age and will eventually have to be replaced. Ald. D. Zelinski agreed with this assessment and was open to the idea of offering some type of small recreation area for the neighbors. D. Sturm felt any possible hard surface alternative should be one that park staff has more familiarity with than a concrete deck over a clearwell. Other members wish to spend our limited resources wisely or want to make a decision on this matter, because it was felt that after the public survey results come back that the Board would finally have enough information to make a decision.
3. **How to place a topic on the Board agenda:** Chr. D. Sturm stated that potential topic matter could be brought forward to either PRD Tungate or himself. Items can't be guaranteed to be placed on the agenda-sometimes because other issues take precedent, the agenda may already be quite long or that perhaps the matter has already been sufficiently addressed.
4. **Consider a different Board meeting day and time (confirm November meeting date/time):** Board members seemed open to changing the day of the meeting. PRD Tungate will consult with Chr. D. Sturm and bring the best options to the Board next month. The November Board meeting will likely be held after the department's budget session. Meeting start time may be 7:00pm instead of 6:00pm.
5. **Koslo Park – Project update:** PRD Tungate reported that several finishing touches still need to be done. Volunteers have almost completed painting the building, repaving still has to occur this fall. New team logos will also be placed on the side of the building.

G. ACTION ITEMS

1. **Recommend raising the Marina 2016 seasonal rental rate from \$38.25 to \$38.50 per foot:** Motion by L. Hopwood, seconded by S. Pawlowski to recommend approval of the new marina seasonal rate. PRD Tungate stated that the Fond du Lac marinas was in the low \$30's per foot, but that it always has been hard to find good fee comparisons. He will seek more information prior to Council action on this matter. Motion carried
2. **Allow one tennis court on the east end of Pleasants Park to be converted into a futsal court with the cost to be paid by the sport organizers:** Motion by S. Pawlowski, seconded by L. Hopwood to allow one tennis court at Pleasants park to be converted to a futsal court, provided the sport organizers pay for the conversion. The city will work cooperatively with sport organizers to get the court ready. No timetable has been set yet. Motion carried.

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

I. ADJOURNMENT

Moved by Ald. D. Zelinski seconded by T. Marshall to adjourn at 8:55pm. Motion carried.

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
October 6, 2015
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:34 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: None.

OTHERS PRESENT: CDD Keil, AP Englebert, Steve Grenell (Menasha Utilities), Paul Klister (Commercial Horizons), Gary Zahringer (Martenson & Eisele), Mike Siewert (Martenson & Eisele), and Jack Richeson (Martenson & Eisele).

C. MINUTES TO APPROVE

1. **Minutes of the September 15, 2015 Plan Commission Meeting**

Motion by Comm. Schmidt, seconded by DPW Radtke to approve the September 15, 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. **Certified Survey Map – Oneida Street and Midway Crossing**

CDD Keil introduced the Certified Survey Map and explained that the Plan Commission had been petitioned to consider a variance to the subdivision code for the installation of cul-de-sacs at the termination of street right-of-ways within the CSM. Commissioners discussed the following items:

- Traffic patterns within the area and future plans for street and highway reconstruction
- Relocation of the sidewalk easement
- Variance to the subdivision code
- Street right-of-way Vacation of a portion Midway Crossing

Motion by DPW Radtke, seconded by Mayor Merkes to approve the Certified Survey Map subject to the conditions described herein and to recommend approval of the variance to the subdivision code based on the following:

1. The variance will not be detrimental to the public safety, health or welfare or injurious to other property or improvements in the neighborhood in which the property is located;
2. The conditions upon which the request for a variation is based are unique to the property for which the variation is sought and are not applicable generally to other property;
3. Because of the particular physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship to the owner would result

The approval of the Certified Survey Map is conditioned on the submittal of an ingress-egress easement to the benefit of the public as well as the relocation of the current sidewalk

easement to realign with the ingress-egress easement and the approval of a Certified Survey Map for a future lot division. The motion carried.

2. **Site Plan Review – Commercial Horizons – Festival Foods – Oneida Street and Midway Crossing (Parcel #'s 7-00052-13, 7-00052-14 and 7-00052-15).**

CDD Keil introduced the Festival Foods Site Plan. Paul Klister (Commercial Horizons) stated that the developer was working with Community Development staff to design a site that met the City's ordinances and reflects the community's priorities. The following items were discussed:

- Site circulation and traffic
- Landscaping requirements
- Need for a new lighting plan to meet City of Menasha standards
- The use of eco-friendly building and architectural materials
- Sidewalk and pedestrian access
- Stormwater management
- Future development on adjoining parcels

No action was taken.

H. ADJOURNMENT

Motion by Ald. Benner, seconded by Comm. DeCoster to adjourn at 5:05 PM. The motion carried.

Minutes respectfully submitted by AP Englebert.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

September 23, 2015

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:02 a.m., with Commissioners Roy Kordus, Don Merkes, Joanne Roush, and Dan Zelinski present on roll call. Also present were Melanie Krause, General Manager; and Paula Maurer, Customer Services Manager.

Item II. The motion by Comm. Merkes, seconded by Comm. Zelinski was unanimously approved on roll call to convene into Closed Session pursuant to Section 19.85 (1) (e), of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, and (f) of the Wisconsin Statutes for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. RE: Delinquent Accounts.

There being no further business, the motion by Comm. Allwardt, seconded by Comm. Zelinski, was unanimously approved to adjourn from Closed Session and to reconvene into Open Session of the Water and Light Commission meeting at 8:50 a.m.

Steve Grenell, Engineering Manager; William Menting, Electric Manager; Tim Gosz, Water Utility Manager; Kristin Hubertus, Finance Manager; John Teale, Technical Services Engineer; and Dawn Lucier, Administrative & Accounting Assistant joined the meeting at 8:50 a.m.

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

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

- A. Minutes of the Special Joint Meeting of August 5, 2015
- B. Minutes of the Regular Meeting of August 26, 2015
- C. Approve and warrant payments summarized by checks dated September 3-23, 2015, which includes Net Payroll Voucher Checks, and Operation and Maintenance Voucher Checks for a total of \$750,199.19, and Operation and Maintenance Vouchers and Rebates to be paid prior to the next Regular Meeting. Motion approved unanimously on roll call
- D. Correspondence as listed:
 - Copy of letter dated September 14 from the City of Menasha RE: Parliamentary Procedure Seminar scheduled October 19, 2015
 - Copy of letter dated August 30 from Community Clothes Closet RE: Thank You
 - Copy of September 2015 MU Employee Newsletter

Item V. Claims Against The Utility – The Notices of Claim received from the June 22 incident have been submitted to insurance and will be brought back at the next regular commission meeting.

Item VI. Purchase order #8283 was decreased from \$63,920 to \$62,040 due to a reduction in light fixtures.

The motion by Comm. Merkes, seconded by Comm. Roush was unanimous on roll call to approve purchase order #8283 in the amount of \$62,040.

Item VII. Unfinished Business, Source Water Supply Update – The DNR has approved the recommendation to proceed with Option 4 – an inlet structure near the entrance of the Brighton Drive Channel. Plans and specifications will be submitted for review and approval prior to construction.

Long Term Power Supply Contract Extension – General Manager Krause has received two engagement letters from outside legal counsel which have been forwarded to the City attorney for review.

Item VIII. New Business, Joanne Roush Resolution of Appreciation – The motion by Comm. Kordus, seconded by Comm. Zelinski was unanimous to approve the following:

RESOLUTION OF APPRECIATION

WHEREAS, members of the Menasha Utilities Commission and Utility Management desire to record the recognition of Joanne Roush as a former member of this Commission and for her contributions as Commission Vice-President;

WHEREAS, Joanne Roush has, for five years, faithfully carried out the duties and responsibilities as Commissioner and Commission Vice-President;

RESOLVED that the members of the Menasha Utilities Commission and Utility Management give formal expression of their association with Commissioner Roush, who was held in esteem and respected by her associates for the services she rendered while a member of said Commission, and do hereby note in the records such recognition.

RESOLVED FURTHER, by the Menasha Utilities Commission and Utility Management that a copy of this resolution be tendered to Joanne Roush as recognition of her services and as a tribute to her.

Passed and approved this 23rd day of September, 2015.

Celebrating 35 years of Municipal Joint Action Resolution – The motion by Comm. Roush, seconded by Comm. Allwardt, was unanimous to approve the following:

A RESOLUTION CELEBRATING 35 YEARS OF MUNICIPAL JOINT ACTION FOR PUBLIC POWER UTILITIES

WHEREAS, for more than 110 years, municipally owned, not-for profit Menasha Utilities has provided the City of Menasha with reliable, affordable electric power; customer-focused hometown service; significant local tax contributions; local jobs; local ownership; and local control of our community's energy future; and

WHEREAS, not-for-profit, member-owned, joint-action wholesale power supplier WPPI Energy was formed in 1980 to preserve and enhance the value of public power utilities such as Menasha Utilities; and

WHEREAS, together, WPPI Energy member communities have built a diverse, flexible, cost-effective long-term power supply portfolio; an array of more than 75 best-in-class utility and customer programs and services; and a proven track record of energy policy advocacy for the benefit of WPPI Energy member communities and their electric utility customers;

WHEREAS, the City of Menasha has been a member-owner of WPPI Energy since 1981; and

WHEREAS, together, the 51 member utilities of WPPI Energy serve more than 200,000 local homes and businesses in Wisconsin, Michigan and Iowa; and

WHEREAS, WPPI Energy members enjoy shared strength by pooling their needs and expertise for a reliable, affordable power supply, access to technology, and cost-effective programs and services that would be difficult and expensive for any one community to accomplish alone;

NOW, THEREFORE, BE IT RESOLVED that the City of Menasha, Winnebago County, Wisconsin recognizes and celebrates the thirty-fifth anniversary of the creation of WPPI Energy, our community's member-owned, joint-action municipal power supplier; and

BE IT FURTHER RESOLVED that the City of Menasha will continue working to bring the benefits of joint action to local homes and businesses, just as it has since 1981, the year our community became a member-owner of WPPI Energy.

Passed and adopted this 23rd day of September, 2015.

The Commission asked to have the resolution forwarded to the City of Menasha for adoption.

Landlord Package – A package will be mailed to landlords in October which highlights Focus on Energy rebates, payment methods, billing applications, energy assistance programs, payment agreements, and tax roll processes. Additionally, Menasha Utilities will host an informational session for landlords on November 3rd at the Menasha Public Library between 8:00 - 9:00 a.m.

Process for General Manager's Evaluation – Commission President Allwardt stated the process of evaluation would be similar to last year with discussions being held with the management team.

Item IX. Strategic Reports, Monthly Strategic Initiative Update – The August report was discussed.

August Financial and Project Status Reports – Electric revenues were down due to negative pass-through rates, however, expenses were also down resulting in Net Operating Income coming in higher than budget.

Water consumption & revenues for multi-family are lower than budget due to the demolition of the Menasha Hotel. The equipment for the Upgrade Plant PLC5 & Integrate with Existing PLC project

will be purchased in 2015 and outside contractor installation costs will be incorporated into the 2016 budget.

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

Project Reports, Water Plant projects – The unidirectional flushing has begun and is progressing as expected.

Construction of the tower structure for the River Crossing project will begin next week and staff is continuing to work with the city attorney regarding the standby change order request received from the contractor.

Metering Practice & Plan – Rewiring of two services has been completed with a third service scheduled during a planned outage. The Electric Metering Technician position has been filled and the employee will be enrolled in the State Apprenticeship program.

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

Item XI. The motion by Comm. Merkes, seconded by Comm. Allwardt, was unanimously approved on roll call to convene into Closed Session pursuant to Section 19.85 (1) (c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. RE: Performance Evaluation of General Manger.

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.

VETERANS OF FOREIGN WARS

NICOLET POST NO. 2126

P.O. BOX 312 • MENASHA, WISCONSIN 54952-0312

September 28, 2015

Menasha City Council
City of Menasha
140 Main St.
Menasha, WI 54952

Dear Council Members:

We are inviting the Council to the annual Veterans' Day Program at the Menasha Public Library on November 11 at 11:00 a.m. We would appreciate your attendance at this event if at all possible.

You are also invited to the Veterans' Day dinner which is held at the Stone Toad Bar and Grill on Oneida Street that evening. Social hour is at 5:00 p.m. followed by a short program at 6:00. Dinner will then be served. The tickets are \$20.00. Please call me at 851-2306 to obtain the tickets you need.

We are looking forward to seeing you at these events.

Regards,



Dave Mix
Commander
VFW Nicolet Post 2126
Menasha

RECEIVED

OCT 5 2015

CITY OF MENASHA

BY dg

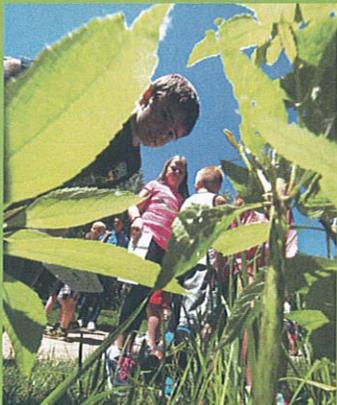


2015 SUMMER SUCCESS STORIES



NEW MEMBERS

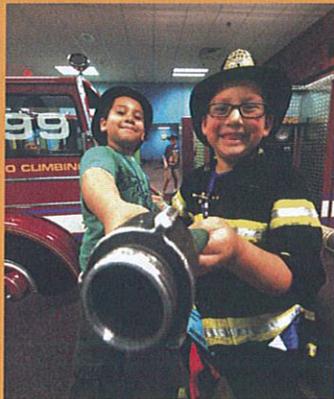
667
served



goal by May 20,
2016... **1,000**
members.

DAILY ATTENDANCE

200
served



goal average daily
attendance... **200**
members.

AVERAGE DAILY ATTENDANCE

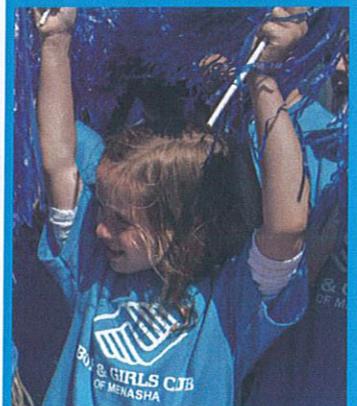
162
ages 6-12



38
teens

FREE NUTRITIOUS MEALS

over
10,000
served



515



members participated **6,065** times in targeted **Education & Career Development** programs such as **Summer Brain Gain** and **Robotics**.



217

members participated **978** times in targeted **Character & Leadership Development** programs such as **community service** and **Youth for Unity**.



343

members participated **1,207** times in targeted **Arts** programs such as **Drama Matters, Music Makers** and **Image Makers**.



9

field trips to Heckrodt Wetland Preserve, Menasha Community Pool, The Building for Kids Children's Museum, NEW Zoo and more.



279



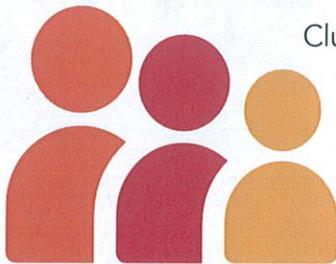
members participated **1,041** times in total in targeted **Healthy Lifestyles** programs such as **Date SMART, SMART Girls** and **NetSmartz**.



340



members participated **5,367** times in targeted **Sports, Fitness & Recreation** programs such as **Fitness/Sports Club** and **Triple Play**.



Club of Menasha staff members gave more than **50 community presentations** about the new Club in Menasha to organizations such as the City of Menasha Police Department, Menasha Joint School District elementary, middle and high schools, Menasha Public Library, Boys & Girls Brigade, Crime Stoppers, Heckrodt Wetland Preserve, Winnebago County Human Services and Casa Hispana.

20 community partnerships have been formed with organizations such as the Girls Scouts of the Northwestern Great Lakes, City of Menasha Police Department Youth Academy, a specialized program for Junior Club Members, Fox Valley Humane Association Reading with Rover and UW-Extension - Healthy Habits Food Program - teaching kids about healthy eating habits and our community partnerships continue to grow.



BOYS & GIRLS CLUBS
OF THE FOX VALLEY

OUR MISSION: The Boys & Girls Clubs of the Fox Valley seeks to inspire and enable all youth, especially those who need us most, to reach their full potential as productive, responsible and caring citizens.

Proclamation
Saluting
Evelyn Porsche
on her 105th Birthday

WHEREAS, Evelyn Grace Porsche was born in Wisconsin Rapids on October 9, 1910 to Napoleon and Antonina LeRoux, and;

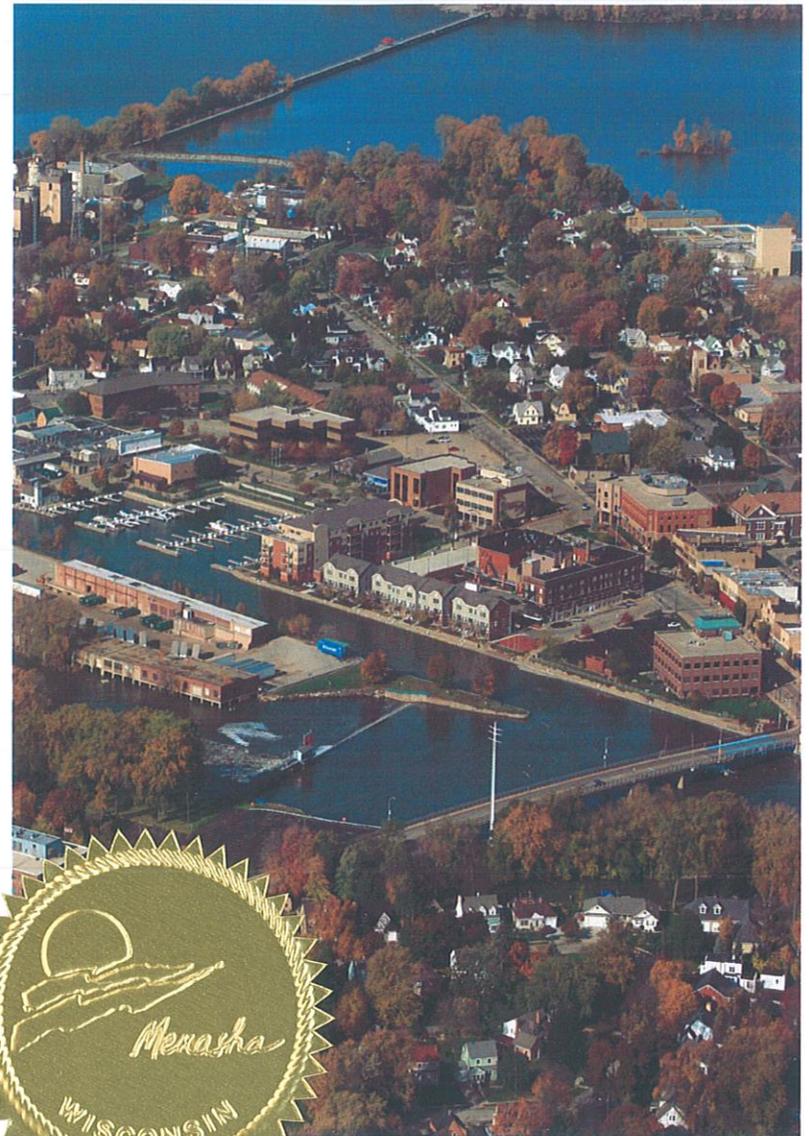
WHEREAS, Evelyn was raised in Appleton and graduated in 1929 from Appleton High School, and;

WHEREAS, Evelyn worked at First National Bank, Appleton as a bookkeeper from 1929 - 1945, both full and part-time, and;

WHEREAS, Evelyn and Lawrence Peter Porsche met while dancing at the Cinderella Ballroom and continued waltzing to the big band music at the Waverly Beach Ballroom in Menasha. They were married at Sacred Heart Catholic Church in Appleton on September 25, 1940. Blessed with four children, Carol, Jerry, Sandy and Ken, nine grandchildren and seven great-grandchildren, together they shared 70 years of marriage until Lawrence's passing in 2011, and;

WHEREAS, Evelyn and Lawrence moved to Menasha in 1947 and made their home on Manitowoc Street for 53 years. Evelyn continues her Menasha residency as a member of the Prairie Home Assisted Living community.

NOW, THEREFORE, BE IT PROCLAIMED, that I Donald Merkes, Mayor of the City of Menasha, do hereby salute Evelyn Porsche and wish her a very Happy 105th Birthday!



Dated this 9th day of October, 2015



Donald Merkes, Mayor

The City of Menasha Welcomes

that covers it.¹⁰⁰

180 Main Street, Menasha

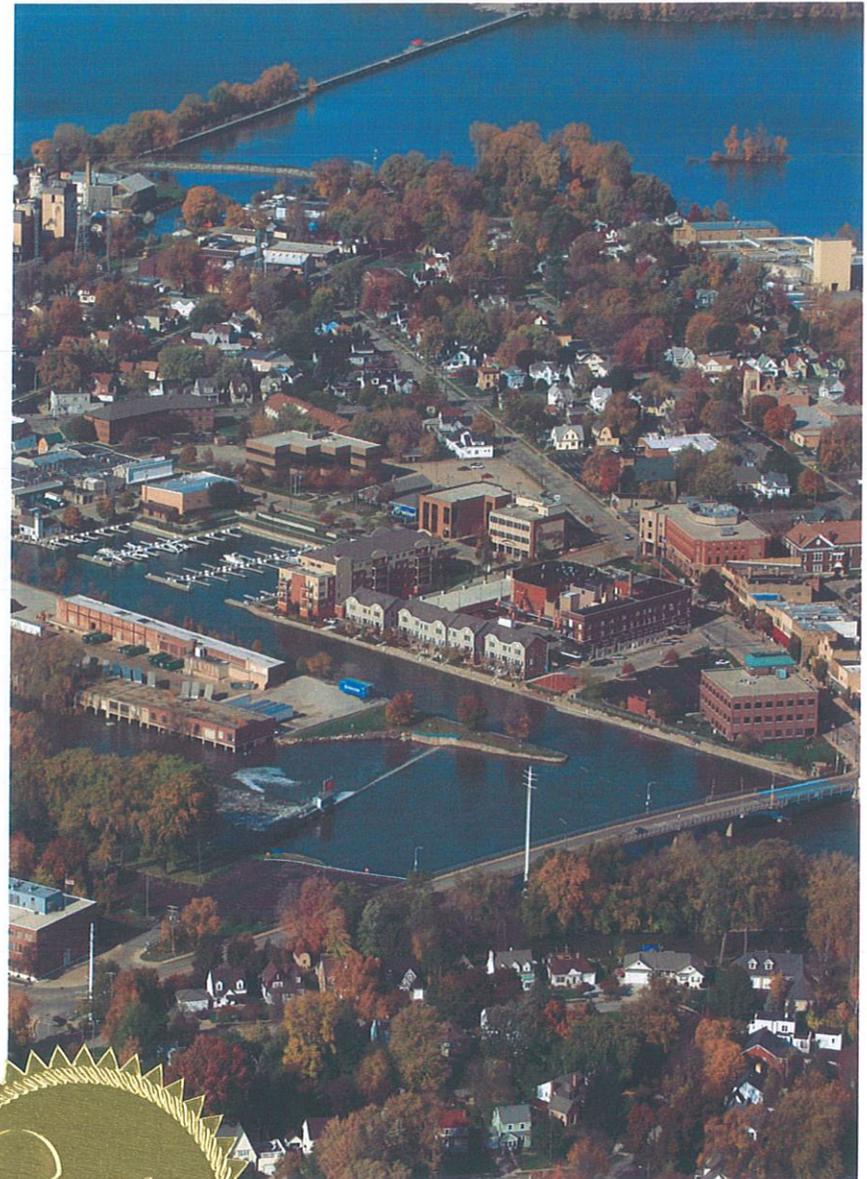
On October 10th, 2015

Thanks to you, Downtown Menasha is drawing people from across the Fox Cities to share in our renewed vitality.

Menasha has captured the downtown charm with fantastic restaurants, unique shopping, art, nightlife, and the farm fresh market. Your business plays a key part in making this happen.



Donald Merkes, Mayor





**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

SCOTT WALKER
GOVERNOR

SCOTT A. NEITZEL
SECRETARY

Division of Intergovernmental Relations
Post Office Box 8944
Madison, WI 53708-8944
Voice (608) 266-0288
Fax (608) 267-6917 TTY (608) 267-9629

0067
DEBORAH A. GALEAZZI
CLERK, CITY OF MENASHA
140 MAIN ST
MENASHA WI 54952-3190

October 10, 2015

FINAL ESTIMATE OF JANUARY 1, 2015 POPULATION

Dear Municipal Clerk:

The final estimate of the January 1, 2015 population for the City of Menasha in Calumet County is 2,566.

Approximately 1,826 of the estimated population for the City of Menasha are of voting age. This approximation is a courtesy estimate that helps you comply with Wisconsin Statute 5.86, which requires municipal clerks to approximate the number of electors prior to elections. The voting age population was calculated by applying the 2010 Census proportion of persons age 18 and over to the final January 1 estimate, and then multiplying the result by a state-wide factor to account for the general aging of the population. Please note that, if you have an adult correctional facility in your municipality, its population is included in this voting-age estimate.



Memorandum

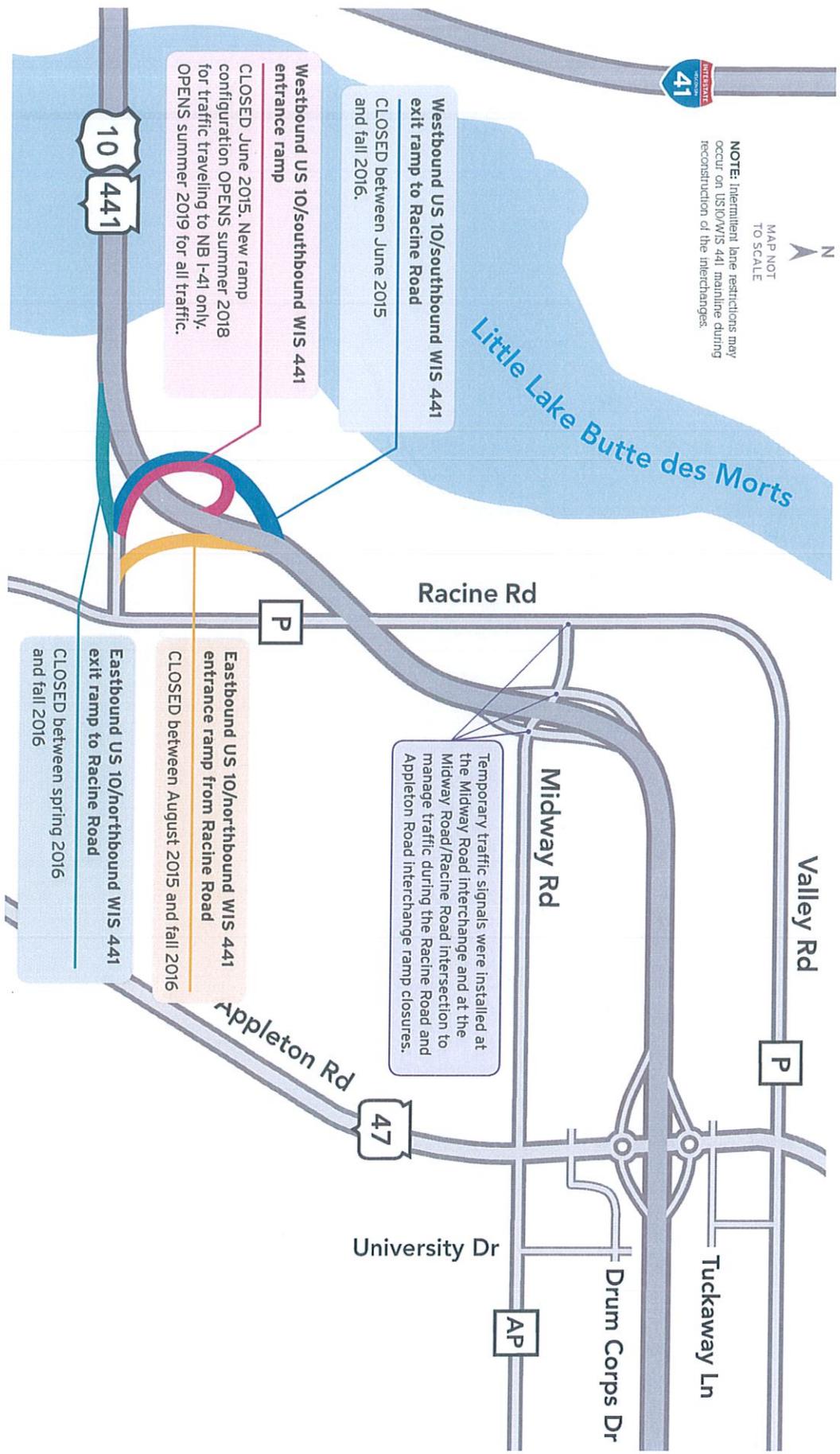
TO: Common Council
FROM: Greg Keil, CDD *GK*
DATE: October 13, 2015
RE: Status of Office Tower Project

I am pleased to report that the construction of the office tower project is proceeding on or slightly ahead of schedule with expected completion in April of 2016. Likewise with the parking ramp, completion of the ramp is expected late this year.

I am also pleased to report there have been many other positive outcomes directly or indirectly related to the office tower development including:

- Opening the Lake House Supper Club at 124 Main
- Opening of Studio R Hair Salon at 163 Main
- Opening of Modify Hair Studio at 230 Main
- Opening of Creative Touch Design at 68 Racine Street
- Purchase of 212 Main Street to be renovated into first floor retail space
- Accepted offer on 204 Main with plans for a coffee shop and wine bar
- The acquisition of the Corona Club by the Weathervane to expand kitchen facilities at 184 Main
- Opening of Lemon Loves Lime at 192 Main
- Opening of That Covers It at 180 Main
- Occupancy of the second floor of 150 Main by Faith Technologies

The Community Development Department has also experienced a marked increase in inquiries from individuals and business operators looking for space to start up or relocate a business in or around the downtown. It is my expectation that these positive trends will continue and perhaps expand as employees from Faith Technologies, Community First Credit Union and Lang Dental come to occupy office space in the tower.



Racine Road Interchange and Appleton Road Interchange Closures Beginning in 2015
US 10/WIS 441 Project

2015-10-02



CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, October 5, 2015
MINUTES

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 7:02 p.m.

B. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was recited.

C. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, ASD Steeno, PRD Tungate, PHD McKenney, LD Lenz, Clerk Galeazzi and the Press.

D. PUBLIC HEARING

NONE

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

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

Steve Krueger, 942 Clovis Avenue, Menasha. Concerns with parking downtown. Resolution R-33-15 requires taxpayers to pay for parking taken away by developers of parking ramp.

Tyler Doemel, 57 Appleton Street, Menasha, 1) Comments on Loop the Little Lake trail not going downtown Menasha; 2) City employees health care premiums.

Jim Zelinski, 1662 Lakeshore Drive, Menasha. Delay in 441 Bridge project impact on City residents and businesses.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Amy Barker, Executive Director of Future Neenah - Update on Loop the Little Lake project fundraising.

Amy Barker reported the fundraising for the Loop the Little Lake project is going well. She is receiving positive responses from citizens and business. She played a marketing video they prepared. She explained the obligation of the Cities of Neenah and Menasha toward the project.

2. FC Auxier - Introduction of Deputy Fire Chief Victor Voss.

FC Auxier introduce new Deputy Fire Chief Victor Voss. DFC Voss has been with the Fire Department since 1990 and was part of the merger of the Neenah-Menasha Fire Rescue. DFC Voss has a vast of knowledge regarding fire protection.

3. FC Auxier – Introduction of new Firefighter, Evan Forster, and administer the oath.

FC Auxier introduced the newest NMFR Firefighter Evan Forster and his family. Firefighter Forster attended UW-Oshkosh and Fox Valley Technical College and has worked as a firefighter for Town of Grand Chute and Outagamie County Regional Airport.

Clerk Galeazzi administered the Oath of Office to Firefighter Forster. Firefighter Forster was presented with his firefighter badge. His wife, Emily, assisted in pinning the badge.

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

Minutes to receive:

- a. [Administration Committee, 09/21/15.](#)
- b. [Board of Public Works, 09/21/15.](#)
- c. [Library Board, 09/17/15.](#)
- d. [NMFR Joint Finance & Personnel, 09/22/15.](#)
- e. [NMFR Joint Fire Commission, 09/23/15.](#)
- f. [Police Commission, 07/23/15.](#)
- g. [Special Water and Light Commission, 08/05/15.](#)

Communications:

- h. [ASD Steeno; Deferred Special Assessment Example.](#)
- i. [Notice of Public Hearing Concerning Establishment of Village of Harrison Utility District No. 1, Village of Harrison Utility District No. 2.](#)

Moved by Ald. Taylor seconded by Ald. Keehan to approve Minutes and Communications A-I
Motion carried on roll call 8-0.

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, 09/21/15.](#)

Board of Public Works, 09/21/15 – Recommends the Approval of:

2. [Development Agreement between the City of Menasha and Van's Realty and Construction of Appleton, Inc., with a two year deferral on special assessments rather than the five year deferral as per the municipal code, and the developer pays for the backbone sewer and water system and storm water management facilities.](#)
3. [Recommendation to modify lane assignments on Washington Street North of Nicolet Boulevard.](#)

NMFR Joint Finance & Personnel, 9/22/15 – Recommends the Approval of:

4. Authorizing NMFR to fill the vacated firefighter position after December 1, 2015.

Ald. Nichols requested to remove item 2 from Consent Agenda.

Moved by Ald. Taylor seconded by Ald. Keehan to approve Consent Agenda items 1, 3, 4.
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Nichols seconded by Ald. Keehan to approve Consent Agenda 2, Development Agreement between City of Menasha and Van's Realty and Construction of Appleton, Inc., with a five year deferral as per the Municipal Code and the developer pays for the backbone sewer and water system and storm water management facilities.

General discussion ensued on following City code regarding deferred assessments; access to Woodland Park from this proposed subdivision; making changes to deferred assessments policy.

Motion carried on roll call 5-3.

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

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 09/22/15 to 10/01/15 in the amount of \\$1,063,520.45.](#)

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

Motion carried on roll call 8-0.

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

Moved by Ald. Nichols seconded by Ald. Keehan to approve beverage operator's license applications as listed on memo dated 9/30/15.

Motion carried on roll call 8-0

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

Police Department recommends denying beverage operator's license application of Junior M. Blow as he does not meet the criteria under the established guidelines.

Unanimous consent from Council to allow Junior M. Blow to speak.

Junior M. Blow addressed the Council on the incidents that appeared on his background check. Incidents happen more than four years ago and he has since straightened out his life. He has moved his family to the Fox Valley for better opportunities and life style.

Mr. Blow answered questions from CA Captain and the Council.

Moved by Ald. Langdon seconded by Ald. Keehan to approve beverage operator's license application for Junior M. Blow.

Motion carried on roll call 6-2.

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

3. ["Class A" Liquor License Application for Kwik Trip, Inc., 1499 Appleton Road, Menasha, Tera M. Girdauskas, agent for the 2015-2016 licensing year.](#)

Moved by Ald. Langdon seconded by Ald. Keehan to approve "Class A" Liquor License Application for Kwik Trip, Inc., 1499 Appleton Road, Menasha, Tera M. Girdauskas, agent for the 2015-2016 licensing year.

Motion carried on roll call 8-0.

4. ["Class A" Liquor License Application for Shopko, 1578 Appleton Road, Menasha, Martha Bednarowski, agent for the 2015-2016 licensing year.](#)

Moved by Ald. Langdon seconded by Ald. Keehan to approve "Class A" Liquor License Application for Shopko, 1578 Appleton Road, Menasha, Martha Bednarowski, agent for the 2015-2016 licensing year.

Motion carried on roll call 8-0.

5. [Alcohol Traffic Enforcement Grant 2015-16.](#)

PC Styka explained this is a \$20,000 grant that is similar to previous traffic enforcement grants the Police Department has received. The focus of the grant will be on alcohol related violations. The grant requires a local match of 25%. The match will be done through traffic enforcement on regularly scheduled time and will not have an impact on the budget.

Moved by Ald. Langdon seconded by Ald. Zelinski to approve accept and spend the awarded Alcohol Traffic Enforcement Grant for October 2015 to September 2016.

Motion carried on roll call 8-0.

6. [Property Assessment Services 2015 – 2018.](#)

ASD Steeno explained proposals were received from Associates Appraisal Consultants and Accurate Appraisal for property assessment services. Staff conducted interviews and did reference checks. Staff recommends continuing with Associated Appraisal Consultants as they feel Associated Appraisal is better positioned to handle critical items associated with property assessment duties. Associates Appraisal has been doing assessor duties for the City since 2008. ASD Steeno commented that some issues that have occurred in the past with Associated Appraisal have been resolved.

General discussion ensued on including a performance clause in contract.

Moved by Ald. Langdon seconded by Ald. Taylor to approve Associated Appraisal Consultants, LLC as the City's Assessor for the period of October 1, 2015-July 31, 2018.

Motion carried on roll call 8-0.

7. [Agreement with Ken Saiki Design, Inc. for Main, Mill Street and Walkway Design Services.](#)

CDD Keil explained as part of the City's obligation for a walkway to connect the office tower and parking ramp Request for Proposals were sent out for the design work. Included in the RFP was an evaluation of the area of Mill Street to connect with the Riverwalk and extend to Mill and Main Street. A committee consisting of City staff and committee members reviewed the four proposals received and recommend Ken Saiki Design. CA Captain recommends using the City's standard terms and conditions not the consultant's.

General discussion ensued on cost of the design work; following with downtown design.

Moved by Ald. Langdon seconded by Ald. Nichols to approve agreement with Ken Saiki Design for Main, Mill Street and Walkway Design Services with City standard terms and conditions.

Motion carried on roll call 8-0.

J. HELD OVER BUSINESS

None

K. ORDINANCES AND RESOLUTIONS

1. [O-16-15; An Ordinance Amending Title 11, Chapter 2 of the Code of Ordinances \(Residential Outdoor Lighting\) \(Introduced by Ald. Zelinski and Ald. Taylor\) \(Recommended by the Administration Committee\).](#)

Moved by Ald. Taylor seconded by Ald. Zelinski to adopt O-16-16 An Ordinance Amending Title 11, Chapter 2 of the Code of Ordinances (Residential Outdoor Lighting).

General discussion ensued on language changes as it relates to residential uses.

Moved by Ald. Benner seconded by Ald. Nichols to postpone to the next Common Council meeting.

Motion to postpone carried on roll call 7-1, Ald. Taylor voted no.

2. [O-17-15; An Ordinance Amending Title 13, Chapter 1 of the Code of Ordinances \(Zoning\) \(Recommended by the Plan Commission\).](#)

Moved by Ald. Benner seconded by Ald. Keehan to adopt O-17-15 An Ordinance Amending Title 13, Chapter 1 of the Code of Ordinances (Zoning).

CDD Keil explained the change applies to mini-warehouses in C-1 & C-4 Districts. This will allow expansion of mini-warehouses in existence prior to 1/1/1991

General discussion ensued on which properties this effects.

Motion carried on roll call 6-2.

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

3. [O-19-15; An Ordinance Amending Title 9, Chapter 6 of the Code of Ordinances. \(Methodology for Billing Stormwater Charges for Duplexes\) \(Recommended by the Board of Public Works\).](#)

Moved by Ald. Zelinski seconded by Ald. Langdon to adopt O-19-15 An Ordinance Amending Title 9, Chapter 6 of the Code of ordinances (Methodology for Billing Stormwater Charges for Duplexes).

Moved by Ald. Zelinski seconded by Ald. Langdon to amend to charge each parcel 1 ERU.

General discussion ensued on how change will effect storm water utility fund; zero lot line properties.

Ald. Zelinski provided storm water billing from other municipalities; request for more information before making a decision.

Ald. Taylor stated Point of Order, there is an amendment to be voted on.

Mayor Merkes ruled Point of Order not germane.

Moved by Ald. Benner seconded by Ald. Nichols to postpone to next Common Council meeting.

Motion to postpone carried on roll call 5-3.

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

4. [O-20-15; An Ordinance Amending Title 3, Chapter 1 of the Code of Ordinances. \(Budget Hearings\) \(Introduced by Alderman Taylor\).](#)

Moved by Ald. Taylor seconded by Ald. Langdon to adopt O-20-15 An Ordinance Amending Title 3, Chapter 1 of the Code of Ordinances. Budget Hearings).

Moved by Ald. Taylor seconded by Ald. Langdon to amend to insert 9AM as start time.

General discussion ensued on date of an all-day session, all-day sessions vs multiple evening sessions.

Motion on amendment carried on roll call 5-4. (Clerk's note: Mayor Merkes voted to break a tie.)

Ald. Taylor, Krautkramer, Keehan, Zelinski, Mayor Merkes voted yes.

Ald. Nichols, Langdon, Spencer, Benner voted no.

Original motion as amended failed on roll call 2-6.

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

5. [R-25-15; A Resolution Pertaining to Equivalent Runoff Unit \(ERU\) Charges for Storm Water Utility \(Introduced by Mayor Merkes\).](#)

No action.

6. [R-34-15; A Resolution Pertaining to Equivalent Runoff Unit \(ERU\) Charges for Storm Water Utility. \(Introduced by Mayor Merkes\).](#)

No action.

7. [R-32-15; A Resolution Celebrating 35 Years of Municipal Joint Action for Public Power Utilities. \(Introduced by Alderman Zelinski\).](#)

Moved by Ald. Zelinski seconded by Ald. Keehan to approve R-33-15 A Resolution Celebrating 35 Years Of Municipal Joint Action for Public Power Utilities.

Motion carried on roll call voice vote.

8. [R-33-15; A Resolution Approving a 2015 Budget Adjustment of \\$65,075 for Initial Loop The Little Lake Project Expenses \(Introduced by Alderman Langdon\).](#)

Moved by Ald. Langdon seconded by Ald. Benner to approve R-33-15 A Resolution Approving a 2015 Budget Adjustment of \$65,075 for initial Loop the Little Lake Project expenses.

PRD Tungate explained funds are from a DNR grant applied for by Cities of Neenah and Menasha. Some grant funds can be used for preparation work of the trail. Part of the advance funding will be used for engineering work and part for soil boring work on the river beds.

General discussion ensued on grant funds advanced; meetings held with neighborhood where trail will be located; alternatives for placement of the trail; parking in the area; maintenance of trails; renovation to Shepard Park bathroom facilities.

Mayor Merkes commented on use of the trail by cyclist and pedestrians.

Ald. Taylor stated Point of Order, Mayor Merkes cannot participate in the debate.

Mayor Merkes ruled Point of Order not well taken.

Motion carried on roll call 6-2.

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

9. [R-35-15; A Resolution Approving a 2015 Budget Adjustment for the Purchase of Land to Replace Parking Displaced by the Construction of the Parking Ramp Within the Broad Street Parking Lot and the Accompanying Borrowing to be Included Within the 2016 Capital Improvement Program Borrowing. \(Introduced by Mayor Merkes\).](#)

CA Captain explained the Council approved the Offer to Purchase for the parking lot at 320 Chute Street. This Resolution is for the funding of the purchase of the parking lot. The purchase of this parking lot is to replace parking spaces displaced by the construction of the parking ramp in the Broad Street and as required by the City's obligation to McClone Downtown Development. This type of action requires a positive vote of 2/3 of the Council.

General discussion ensued on the 1997 development agreement with McClone Downtown Development; the Offer to Purchase 320 Chute Street.

Ald. Nichols stated Point of Order, no questions have been asked.
Mayor Merkes ruled Point of Order well taken.

Moved by Ald. Taylor seconded by Ald. Zelinski to table R-35-15
Motion failed on roll call 3-5.

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

Mayor Merkes commented on the previous meetings where there was action or discussion on the City's contractually obligations to McClone regarding the 120 parking stalls.

Ald. Taylor stated Point of Order, Mayor Merkes cannot participate in the debate.
Mayor Merkes ruled Point of Order not well taken.

Moved by Ald. Benner seconded by Ald. Nichols to approve R-35-15 A Resolution Approving a 2015 Budget Adjustment for the purchase of land to replace parking displaced by the construction of the parking ramp within the Broad Street parking lot and the accompanying borrowing to be included within the 2016 Capital Improvement Program borrowing.

Motion failed on roll call 5-3 (Clerk's note: A 2/3 vote was required to approve this Resolution).

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

Ald. Taylor was excused from the meeting at 10:55 p.m.

L. APPOINTMENTS

1. [Council Appointment to Water and Light Commission.](#)

Moved by Ald. Zelinski seconded by Ald. Langdon to approve appointment of James Smolinski, 1220 Airport Road, to Water and Light Commission for the term 10/6/2015 to 10/1/2020.

Motion carried on voice vote.

2. Reappointment of Lisa Hopwood, 1028 Manitoba St., to the Parks and Recreation Board, for the term of 10/01/2015-10/01/2018.

Moved by Ald. Keehan seconded by Ald. Benner to approve reappointment of Lisa Hopwood, 1028 Manitoba Street, to the Parks and Recreation Board for the term 10/1/2015-10/01/2018

Motion carried on voice vote.

M. CLAIMS AGAINST THE CITY

None

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

Greg Keil, 1831 Lakeshore Drive, Menasha. Read a statement from the owners of Germania Hall stating their disappointment in the outcome of the Council's decision on 320 Chute Street.

CDD Keil asked where people should be told to park.

Kathy Stahl, 44 DePere Street, Menasha. Commented that more than just bicyclist will be using the Loop the Little trail.

Tyler Doemer, 52 Appleton Street, Menasha. Commented that all elected officials should be asking questions.

O. RECESS TO ADMINISTRATION AND BOARD OF PUBLIC WORKS

Moved by Ald. Nichols seconded by Ald. Benner to recess at 11:10 p.m.
Motion carried on voice vote.

Reconvened at 11:34 p.m.

P. REPORT OF DEPARTMENT HEADS

1. [CA Captain – Memo Re: City of Menasha v. Waverly Sanitary District et al.](#)

CA Captain updated the Council that the Court of Appeals issued a decision affirming the order of the Circuit Court which dismissed the City of Menasha's action for declaratory judgement against Waverly Sanitary District. Court ruled there is a contract in place between City of Menasha and Waverly Sanitary District and that contract should be followed.

Q. ACTION ITEMS

1. Moved by Ald. Benner seconded by Ald. Keehan to Adjourn at 11:50 p.m. into Closed Session pursuant to Wis. Stats. §19.85(1)(e) and (g): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; and 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. Richard Jones et al vs. Town of Menasha Case No.15-CV-452; City of Menasha vs. Waverly Sanitary District et al. Circuit Court Case Number 2013CV00189, Appellate Case Number 2014AP001576)
Motion carried on roll call 7-0.

2. May reconvene into Open Session to act on what was discussed in Closed Session.
No action.

R. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Spencer to adjourn at 12:04 a.m. on October 6, 2015
Motion carried on voice vote.

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

**JOINT POWERS AGREEMENT
WINNEBAGO COUNTY 911 EMERGENCY SYSTEM**

WHEREAS, Winnebago County and the municipalities located within the boundaries of Winnebago County have implemented an Emergency 911 System for the purposes of providing emergency services to residents and visitors of these municipalities, including fire fighting, law enforcement, ambulance, medical and other emergency services; and

WHEREAS, Sec. 256.35(9), Wis. Stats. "Joint Powers Agreement", requires that in implementing a 911 system as has been done in Winnebago County, municipalities shall annually enter into a Joint Powers Agreement, which Agreement shall be applicable on a daily basis and which shall provide that if an emergency services vehicle is dispatched in response to a request through the Winnebago County 911 System, such vehicle shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional boundaries.

THEREFORE, in consideration of the mutual promises, agreements, and conditions contained herein, it is hereby jointly agreed between Winnebago County and the City of Menasha, municipality", as follows:

1. That effective December 1, 2015, this Agreement shall, thereafter, be applicable on a daily basis from said date through November 30, 2016.
2. That if an emergency services vehicle operated by the municipality, or operated by an agency with which the municipality contracts for that particular emergency service, is dispatched in response to a request through the Winnebago County Emergency 911 System, such vehicle (whether owned and operated by the municipality or by the agency) shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional (or as defined by contract) boundaries.
3. That a Winnebago County Communications and Information System Advisory Committee shall be established to develop and recommend policy and procedures for emergency services communications and public safety records management issues in Winnebago County. A User's Guide that was developed in 1994 has been updated as necessary, and includes directives and guidelines for the proper use of E911 communication devices (which may include, but not be limited to, radios, computers, mobile data devices and pagers). Violation of User Guide directives could result in disciplinary action being imposed by the employing agency. The committee will be charged to effectively recommend equipment/software purchases and resource allocation with the authority to develop sub-committees as needed to accomplish that task. The committee may develop special ad-hoc, advisory task forces to research regional communication

network(s) with neighboring public safety departments or other County E911 Systems. The Advisory Committee will report to the County Executive and service that position in an advisory nature. Membership on the Advisory Committee shall consist of 9 representatives (appointed by the County Executive) from the following:

4 – Police Agency (separate departments) Representatives (normally the Police Chief or his/her designee).

4 – Fire Agency (separate departments) Representatives (normally the Fire Chief or his/her designee).

1 – Emergency Government Representative.

The Advisory Committee shall elect one Chair and Vice-Chair each year commencing in January.

4. That a copy of this Agreement shall be filed with the State Department of Justice, as required by Sec. 146.70 (9)(c), Wis. Stats.

WINNEBAGO COUNTY

By: Mark L. Harris
Winnebago County Executive
Mark L. Harris

Date: 9/17/15

By: Susan T. Ertmer
County Clerk
Susan T. Ertmer

Date: 9-3-15

CITY OF MENASHA

By: _____
Mayor

Date: _____

By: _____
City Clerk

Date: _____



MEMORANDUM

TO: City of Menasha Administration Committee

From: Nancy McKenney, RDH, MS, Public Health Director

Date: October 1, 2015

RE: Request to Apply, Receive, and Spend a National Council on Aging: *Aging Mastery Program* grant with the Neenah-Menasha YMCA.

The purpose of this Memorandum is to seek approval to apply for \$12,000 and \$4,800 in program materials, receive, and spend a National Council on Aging: *Aging Mastery Program (AMP)* grant with the Neenah-Menasha YMCA.

BACKGROUND

The Aging Mastery Program® (AMP) helps baby boomers and older adults take key steps to improve their well-being, add stability to their lives, and strengthen their ties to communities. It is funded by a three-year grant from the National Council on Aging. The program consists of courses a 10-week curriculum designed to provide the skills and tools needed to achieve measurable improvements in managing health, remaining economically secure, and contributing actively in society.

A total of 13 awards will be made to organizations in Wisconsin. Each grantee will receive \$12,000 in funding plus an in-kind grant of \$4,800 of program materials. NCOA and Greater Wisconsin Area Aging Resources (GWAAR) will also provide extensive technical assistance on program implementation and sustainability strategies. The application is due on November 13, 2015. The grant period will run from January 1, 2016 to December 31, 2017.

Grantees will be required to: send two staff members to attend a one-day training in Wisconsin; participate in regular technical assistance and training activities; assist with data collection and entry for evaluation purposes; provide at least three, 10-week courses to a total of 80 - 90 participants over 24 months; and work with GWAAR and NCOA to develop and implement sustainability strategies.

ANALYSIS

According to the 2009-2013 American Community Survey, it is estimated that over 25 percent of the City of Menasha residents are over the age of 55. The Menasha Senior Center, warmly welcomes any adult 55+ to participate in health and wellness activities offered. The Menasha Senior Center, participants, and the community stand to benefit from this program. The City of Menasha and Neenah-Menasha YMCA have a track record of strong collaboration that supports the application and management of this grant program.

FISCAL IMPACT

Training, travel, and program costs will be covered by NCOA grant funds and in-kind participant materials. Current staff will be responsible for program planning, operation, evaluation, and sustainability. Grantees will work with the NCOA and GWAAR to develop sustainability strategies.

RECOMMENDATION

Staff recommends approving this request to apply for \$12,000 and \$4,800 in program materials, receive, and spend a National Council on Aging: *Aging Mastery Program (AMP)* grant with the Neenah-Menasha YMCA.



MEMORANDUM

To: City of Menasha Administration Committee
From: Peggy Steeno, Director of Administrative Services
Date: September 30, 2015
RE: Health Insurance - 2016

BACKGROUND

In November of 2014, the City of Menasha contracted with Wisconsin Counties Association/Group Health Trust (WCA/GHT) to be the City's medical insurance carrier for the calendar years 2015 and 2016, per the plan details on the attached document.

By selecting this plan, the City saved approximately \$138,000 in comparison to the renewal offered by the City's previous provider Wisconsin Education Association Insurance Trust (WEA), for the same benefits.

WCA/GHT has delivered on all of the commitments made to the City as part of this agreement. While there are always things that can be improved upon, the overall experience with WCA/GHT has been positive. In regard to the issues that have arisen, in the areas of coverage and customer service, I am pleased to report that all issues have been resolved.

ANALYSIS

As part of the two year contract signed in November of 2014, the second year renewal pricing was guaranteed to be 8% or less. Again, WCA/GHT delivered on that commitment. The initial renewal rate provided to the City was 7%. However, after discussions with WCA/GHT, the increase was reduced to 5.5%. And, with a few minor plan design changes, the increase will be 2.5% for 2016.

The recommended plan design changes are as follows:

- (2% Premium Reduction) City agrees to participate in a local clinic being set up exclusively for the Menasha School District and the City of Menasha by offering the clinic to employees as another care option (employees will save money if they choose to participate) (flyer of a similar clinic attached),

- (1% Premium Reduction) The addition of a \$100 co-pay for high tech imaging, including MRI's, CT scans, and PET scans. This co-pay can be reduced to \$50 per occurrence if the covered member chooses to go to Smart Choice MRI (flyer attached), and
- (No cost addition or reduction) The addition of a health club reimbursement of \$120 (Single)/\$240 (Family) per year.

In addition, WCA/GHT provides the following as part of the contract with the City:

- Health Risk Assessments and Biometrics Testing,
- A Wellness Grant, and
- Pays all ACA Fees.

Currently, City employees are not required to pay a contribution toward the premiums. The absence of a premium contribution is a carryover from the transition from a traditional health care plan to a high deductible plan which took place in 2012.

The current Collective Bargaining Agreement for our Police Officers includes a 2.5% employee premium share beginning in 2016. In conjunction with this, we are recommending a 2.5% employee premium share for all employees participating in the City's health insurance program.

FISCAL IMPACT

The recommended changes do not impact the City's Health Insurance Budget. However, there are both pluses and minuses for the employee's, based on the premium sharing and the changes in plan design.

RECOMMENDATION

There is no action required on the agreement with WCA/GHT, since the City already committed to a two year agreement covering the 2015 and 2016 calendar years. However, approval is requested / needed for the plan design changes listed above and the premium contribution of 2.5% by all non-represented employees.

REQUESTED ACTION: Approval of the following:

- Plan Design Changes
 - Participation in the local clinic;
 - Addition of a \$100 Co-Pay for High Tech Imaging, and
 - Addition of a health club reimbursement benefit of \$120 (Single)/\$240 (Family).
- A Premium Contribution of 2.5% by all non-represented employees.

City of Menasha
 Option 1: Current Benefit Match Medical Cost Analysis
 Effective Date: January 1, 2015

Insurance / Risk Advisory / Employee Benefits HORTON		WCA	
		UHC +	
		In-Network	Out-of-Network
Rate Guarantee		2 year NTE 8%	
<u>Enrollment</u>			
Single	30	\$490.00	
Employee/sp	23	\$1,035.00	
Employee/ch	6	\$910.00	
Family	53	\$1,594.00	
Estimated Monthly Premium		\$128,447.00	
Annual Premium		\$1,541,364.00	
Total Current Annual		\$1,541,364.00	
Deductible			
Individual		\$1,500	\$3,000
Family		\$3,000	\$6,000
Coinsurance		100%	80%
Out-of-Pocket Limit			
Individual		\$1,500	\$4,250
Family		\$3,000	\$8,500
Hospitalization		ded/100%	ded/80%
Emergency Room		ded/100%	ded/100%
Urgent Care		ded/100%	ded/100%
Primary Care Copay		ded/100%	ded/80%
Specialty Copay		ded/100%	ded/80%
Maximum Out-of- Pocket (MOOP)		\$3,000/6,000 - Rx Only	
Prescription Drugs - Retail		Copay	
VCDP*		\$0	
Level 1		\$10	
Level 2		\$25	
Level 3		\$50	
Specialty			
WELLNESS		HRA Included Wellness Grant Included No ACA Fees	

OPENING JANUARY 2015!

Your New Health Wave Employee Clinic

Your new clinic is on its way, and available exclusively to plan members of Oshkosh Area School District, the City of Oshkosh and Winnebago County.

- No cost
- Personalized medical care
- Convenient hours

We sincerely care about you and your health. That means offering programs, tools, and resources which empower people to proactively engage in healthy behaviors that drive personal and work success.

With our partners, we choose to make health and wellness a priority by providing primary care and preventive health resources, and health coaching.



Health Wave Clinic

292 Ohio Street, Oshkosh, WI 54902

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Health Wave Clinic

This list of services is only a partial list of Family Physician Assistant offerings. Our Family Physician Assistant is capable of performing many other services.

Physician Assistant Scope of Care

- Provide primary and preventive medical care
- Diagnose and treat illnesses
- Prescriptive authority
- Focus on health promotion and wellness
- Partner with you to manage chronic illnesses (non-insulin dependent diabetes, asthma, cholesterol, etc.)
- Order, perform and interpret diagnostic studies such as lab work and x-ray (x-rays not performed at clinic)

Health Promotion & Wellness

- Comprehensive Health Risk Assessment (HRA)
- Results shared with you via coach and/or physician assistant
- A plan for wellness coordinated, at your request, by the physician assistant

Patient Education

- Partnership with physician assistant
- Results of HRA could trigger need to provide additional education
- Health prevention and promotion
- Education before, during and after appointment with physician assistant

Disease/Case Management

- Identify high risk employees through HRA
- Develop plan based on individual results
- Ongoing monitoring

Services Not Performed by the Physician Assistant

- Specialty care - management of chronic pain, insulin therapy, eye and hearing exams
- Procedures - excision of moles or skin lesions, suturing
- Diagnostic testing - EKG, x-rays, mammograms
- Emergency care - acute chest/abdominal pain, anaphylactic reactions, difficulty breathing, etc.

Physician Assistant Primary Medical Care

- Routine physicals
- Well baby visits
- Routine gynecological visits
- Comprehensive primary and preventive care
- Blood pressure monitoring
- Blood glucose monitoring
- Care for injuries-lumps, bumps, etc.
- Care for occupational injuries-work related injuries
- Allergies
- Athlete's foot
- Bladder infections
- Camp physicals
- Cold and flu symptoms
- Cold sores
- Ear infections
- Impetigo
- Insect bites
- Laryngitis
- Minor burns and rashes
- Mononucleosis
- Pharyngitis
- Poison ivy
- Ringworm
- Sinus infections
- Sore throat/strep throat
- Sports physicals
- Styes
- Swimmer's ear
- Upper respiratory infections
- Wart treatment
- Immunizations and screening





Value, Quality and Convenience

Introducing our new Appleton location!



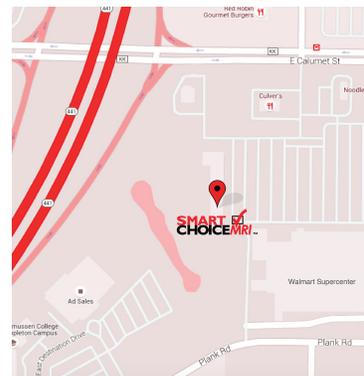
Or less...



Superior GE MRI Technology



MRI results are read by Cleveland Clinic physicians



3525 Calumet St. #1500
Appleton, WI 54915
(HWY 441/KK Next to Walmart)

Other Locations

- Milwaukee, WI
- Kenosha, WI
- Sheboygan, WI
- Richfield, WI
- Waukesha, WI

Bonus Incentive for YOU!



WCA GHT is offering a **\$50.00 Visa Gift Card** to spend on anything you wish!

SMART CHOICE MRI™
Every MRI, just \$600.



Memorandum

DATE: October 1, 2015

TO: Board of Public Works

FROM: Mark Radtke, Director of Public Works
Greg Keil, Community Development Director
Mayor Merkes

RE: Racine Street Bridge Preferred Alternative Recommendation

The Wisconsin Department of Transportation (WisDOT) continues to advance its work on the Racine Street Bridge Replacement project in preparation for submittal of the Environmental Report (ER) considering various improvement alternatives. WisDOT has requested the City's selection of a preferred alternative for the project as a component of the ER, which will be finalized later this year.

The Racine Street Bridge was constructed in 1952 and has been exhibiting both structural and functional deficiencies including roadway decking issues, worn mechanical and structural components, less than desirable roadway width for three travel lanes, inadequate bicycle and pedestrian accommodations, and limited vertical clearance for boat traffic. Annual inspections have determined the bridge is safe for travel, but more frequent major repairs have been required as the structure ages and we continue to experience the difficulties with the functionally deficient aspects of the bridge.

The ER will include an investigation of the following improvement alternatives:

- No-build alternative
- Existing bridge rehabilitation
- Bridge replacement on the existing location
- Bridge replacement on a new location

WisDOT has conducted two Public Involvement Meetings, one in October, 2014 and one in June, 2015 to present the various bridge alternatives and to receive input from the public. In addition, a stakeholders group has met several times to create a list of project issues, establish priorities and evaluate alternatives.

Major project issues identified by the public and the stakeholders group include:

- Intersection improvement at both ends of the bridge
- Minimize the impacts to nearby residential properties, including the headlight glare and noise level
- Avoid impacts to commercial property north of the bridge
- Provide improved bicycle and pedestrian passageways
- Provide additional vertical boat clearance to minimize the number of bridge openings
- Maximize the area remaining for redevelopment opportunities at the south end of the bridge
- Create an appealing gateway at the entrance to downtown
- Provide pedestrian access under the north end of the bridge
- Preserve the view at the north intersection area if possible

WisDOT has developed at least ten different alternatives ranging from a no-build alternative to a full reconstruction off the existing alignment with roundabouts at both ends of the bridge. The options included on alignment bridge rehabilitation and reconstruction and various off alignment bridge reconstruction alternatives. Several of these alternatives were eliminated from further assessment due to failure to meet the identified local objectives or engineering standards.

For the remaining bridge alternatives under consideration, City staff reviewed public comments, met with WisDOT several times to discuss alternatives, including once at a WisDOT meeting requested by residents, and evaluated the alternatives for satisfying the locally identified major project issues and objectives.

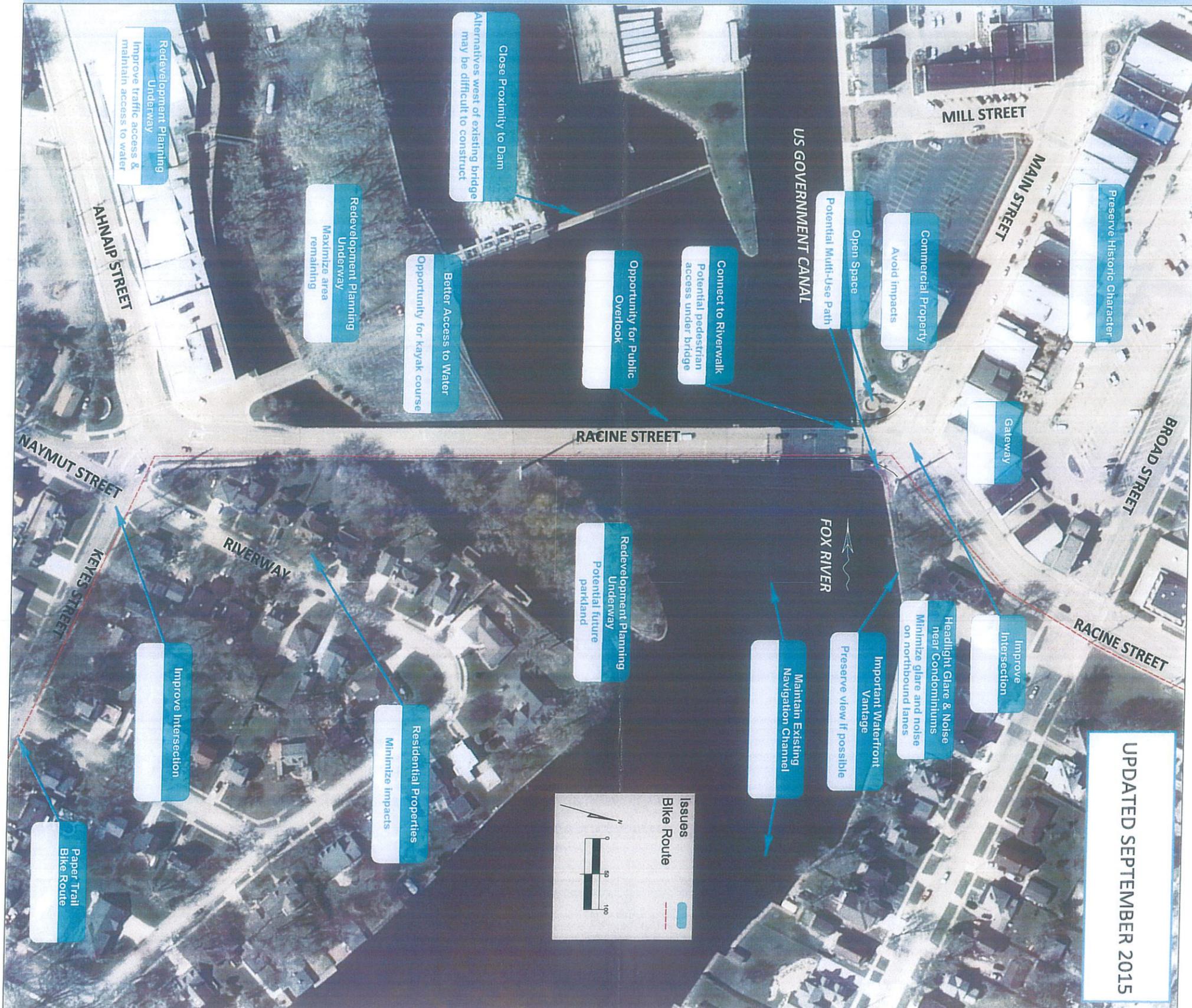
On that basis, our recommended preferred alternative is Alternative J, which involves a full bridge reconstruction with roundabouts at both ends on an alignment as close as possible to the existing lift bridge to allow a one year bridge closure. This alternative offers a cost effective option that satisfies a majority of the locally identified project issues.

This recommendation applies solely to the bridge and the intersections abutting the bridge at Main Street and Ahnaip Street. A decision regarding the Broad and Racine street intersection will be made in the future. Enclosed with this report are four options currently under consideration for that intersection.

WisDOT officials will be present Monday night to present the Racine Street Bridge options and answer questions.

Enclosures

BPW memo re Racine Street Bridge preferred alternative__ 10/15





ALTERNATIVE A
NO BUILD



ADVANCED TO ENVIRONMENTAL ASSESSMENT AS BASELINE FOR COMPARISON

ALTERNATIVE B
BRIDGE REHABILITATION



ADVANCED TO ENVIRONMENTAL ASSESSMENT DUE TO MINIMAL ENVIRONMENTAL, REAL ESTATE, AND PROPERTY IMPACTS

ALTERNATIVE C
FULL RECONSTRUCT: ON-ALIGNMENT



ELIMINATED FROM FURTHER ASSESSMENT DUE TO LACK OF IMPROVEMENT TO INTERSECTIONS, INABILITY TO MEET LOCAL OBJECTIVES, AND LONG CLOSURE TIME

ALTERNATIVE D
FULL RECONSTRUCT:
NORTH INTERSECTION RECONFIGURED



ELIMINATED FROM FURTHER ASSESSMENT DUE TO INABILITY TO SATISFY ENGINEERING DESIGN STANDARDS, LOCAL OBJECTIVES, AND LACK OF SOUTH INTERSECTION IMPROVEMENT

ALTERNATIVE E
FULL RECONSTRUCT:
BOTH INTERSECTIONS RECONFIGURED



ADVANCED TO ENVIRONMENTAL ASSESSMENT DUE TO ABILITY TO MEET THE PURPOSE AND NEED

ALTERNATIVE F
FULL RECONSTRUCT: TWO ROUNDABOUTS



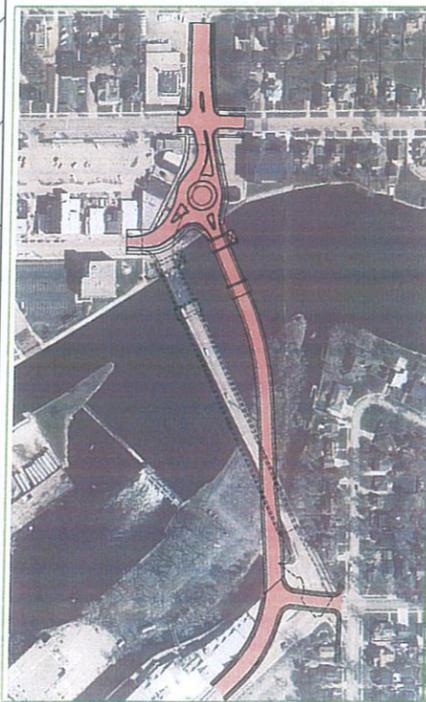
ADVANCED TO ENVIRONMENTAL ASSESSMENT DUE TO ABILITY TO MEET THE PURPOSE AND NEED WITH MINIMAL IMPACTS

ALTERNATIVE G
FULL RECONSTRUCT: NORTH ROUNDABOUT
WITH RECONFIGURED SOUTH INTERSECTION



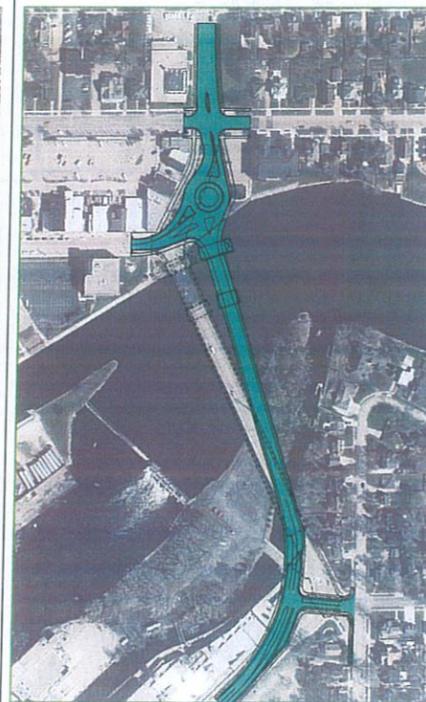
ELIMINATED FROM FURTHER ASSESSMENT AS OTHER ALTERNATIVES WILL BETTER MEET THE PURPOSE AND NEED WITH FEWER IMPACTS

ALTERNATIVE H
FULL RECONSTRUCT: NORTH ROUNDABOUT
WITH RECONFIGURED SOUTH INTERSECTION



ADVANCED TO ENVIRONMENTAL ASSESSMENT DUE TO ABILITY TO MEET THE PURPOSE AND NEED WITH MINIMAL IMPACTS

ALTERNATIVE I
FULL RECONSTRUCT: NORTH ROUNDABOUT
WITH RECONFIGURED SOUTH INTERSECTION



ADVANCED TO ENVIRONMENTAL ASSESSMENT DUE TO ABILITY TO MEET THE PURPOSE AND NEED WITH MINIMAL IMPACTS

ALTERNATIVE J
FULL RECONSTRUCT: ROUNDABOUTS AT
BOTH INTERSECTIONS



ADVANCED TO ENVIRONMENTAL ASSESSMENT DUE TO ABILITY TO MEET THE PURPOSE AND NEED WITH MINIMAL IMPACTS

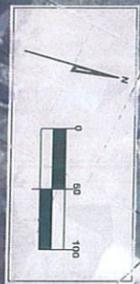


Alternative J Notes

- Increased lane widths and shoulder lanes
- Both intersections brought up to current standards
- Improved vertical clearance for marine traffic
- Accommodations for pedestrians and bicycles
- 2-lane movable bridge/ 2-lane fixed bridge/roadway
- Full roadway closure approximately one construction season
- Real estate impacts

LEGEND

- Structure
- Roadway
- Real Estate Impact





STREET USE APPLICATION

Event: Hometown Halloween
 Sponsored by: City of Menasha FEM
 Responsible Person: Joanne Roush
 Address: Menasha City Hall
140 Main St. #3
Menasha 54952

Street Use Date: 10/29/15
 Start Time: 3 PM
 End Time: 7 PM
 Number of Units: 3 N/A
 (Parades)

Email Address: menashamarket@ci.menasha.wi.us Phone: 920-967-3644

Street Route: Milwaukee St. from Main north to US Bank driveway.
 Description of Use (attach map): FOR SAFE CROSSING / PARKING FIRE TRUCKS & SQUAD CARS.

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

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

Date: 9/28/15 Applicant's Signature: Joanne Roush

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: 10-19-15
 Approved: _____ Denied: _____

APPROVAL:

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

Certificate of Payment

Date: September 29, 2015 Payment Request: 6 (SIX)

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)	\$ 1,050,158.67
Less Retainage 0.50%	\$ 5,250.79
Amount Due	\$ 1,044,907.88
Previous Payments	\$ 943,299.97
Amount Due this Payment	\$ 101,607.91
Estimate Pay Period 9/3/15 - 9/29/15	

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>
	\$	
	\$	
	\$	
	\$	

s:\PUBLICWORKS PUBLICWORKS\Contracts\Forms\Certificate of Payment.docx

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

PAYMENT 6 (Six)

ITEM	QUANTITY	DESCRIPTION	BASE BID		YTD	
			UNIT PRICE	ITEM TOTAL	QUANTITY	TOTAL
1	4	Remove and Replace Inlet	\$ 2,400.00	\$ 9,600.00	4.00	\$ 9,600.00
2	4	New Inlet	\$ 2,100.00	\$ 8,400.00	4.00	\$ 8,400.00
3	2	RCP Yard Drain	\$ 1,450.00	\$ 2,900.00	2.00	\$ 2,900.00
4	2	NDS Yard Drain	\$ 1,100.00	\$ 2,200.00	2.00	\$ 2,200.00
5	38	Remove and Replace 12" Class IV RCP Inlet Lead	\$ 39.00	\$ 1,482.00	37.00	\$ 1,443.00
6	12	6" PVC Storm Inlet Lead	\$ 23.00	\$ 276.00	12.00	\$ 276.00
7	70	8" PVC Storm Inlet Lead	\$ 28.00	\$ 1,960.00	66.50	\$ 1,862.00
8	126	12" PVC Storm Sewer	\$ 33.00	\$ 4,158.00	122.00	\$ 4,026.00
9	76	12" Class IV RCP Storm Sewer	\$ 39.00	\$ 2,964.00	74.50	\$ 2,905.50
10	975	4" Under Pavement Drain	\$ 12.00	\$ 11,700.00	821.00	\$ 9,852.00
11	36,901	Pavement / Base Pulverizing	\$ 0.42	\$ 15,498.42	37646.00	\$ 15,811.32
12	3,255	Unclassified Excavation/Pulverized and Shoulder Material	\$ 7.50	\$ 24,412.50	3337.00	\$ 25,027.50
13	2,350	Unclassified Excavation	\$ 8.00	\$ 18,800.00		
14	2,326	Geogrid	\$ 2.00	\$ 4,652.00	2326.00	\$ 4,652.00
15	303	1 1/4" Crushed Dense Aggregate Base Course Placement	\$ 7.25	\$ 2,196.75	303.00	\$ 2,196.75
16	957	3" Crushed Dense Aggregate Base Course Placement	\$ 6.25	\$ 5,981.25	957.00	\$ 5,981.25
17	410	Pulverized Stone Placement	\$ 10.00	\$ 4,100.00	410.00	\$ 4,100.00
18	41,305	Fine Grading and Compaction	\$ 1.63	\$ 67,327.15	39637.00	\$ 64,608.31
19	16,308	30" Concrete Curb & Gutter	\$ 9.10	\$ 148,402.80	16549.00	\$ 150,595.90
20	721	30" Mountable (Roll Back) Concrete Curb & Gutter	\$ 9.50	\$ 6,849.50	763.00	\$ 7,248.50
21	5,740.00	No. 4 Epoxy Coated Rebar	\$ 0.75	\$ 4,305.00	5444.00	\$ 4,083.00
22	147	Utility Adjustment	\$ 215.00	\$ 31,605.00	132.00	\$ 28,380.00
23	20	Water Valve Adjustment	\$ 52.50	\$ 1,050.00	2.00	\$ 105.00
24	1,090	Sawcut	\$ 1.00	\$ 1,090.00	1246.50	\$ 1,246.50
25	5,418	Asphalt Binder Course Pavement 2 1/4" Thick	\$ 50.00	\$ 270,900.00	5116.72	\$ 255,836.00
26	4,213	Asphalt Surface Course Pavement 1 3/4" Thick	\$ 56.25	\$ 236,981.25	4248.64	\$ 238,986.00
27	15,533	3" Thick Asphalt Driveway Remove and Replace	\$ 2.45	\$ 38,055.85	13445.00	\$ 32,940.25
28	3,238	6" Concrete Driveway Remove and Replace	\$ 5.05	\$ 16,351.90	3507.50	\$ 17,712.88
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	0.00	\$ -
31	40	4" Thick Concrete Sidewalk Remove and Replace	\$ 5.85	\$ 234.00	0.00	\$ -
32	93	6" Thick Concrete Handicap Ramp Remove and Replace	\$ 5.05	\$ 469.65	78.38	\$ 395.82
33	14,408	Lawn and Terrace Restoration	\$ 5.40	\$ 77,803.20	13312.00	\$ 71,884.80
34	1	Railroad Flagging	\$ 4,600.00	\$ 4,600.00	1.00	\$ 4,600.00
35	1	Clearing and Grubbing	\$ 2,500.00	\$ 2,500.00	1.00	\$ 2,500.00
36	1	Temporary Mailbox	\$ 2,360.00	\$ 2,360.00	1.00	\$ 2,360.00
37	1	Erosion Control	\$ 6,500.00	\$ 6,500.00	1.00	\$ 6,500.00
38	1	Traffic Control	\$ 11,090.00	\$ 11,090.00	1.00	\$ 11,090.00
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	1.00	\$ 27,500.00
TOTAL BASE BID (ITEMS 1-39)				\$ 1,084,323.12		\$ 1,031,182.67
Alternate Bid A						
1A	2,350	Unclassified Excavation Including Separation	\$ 8.00	\$ 18,800.00	2,350.00	\$ 18,800.00
Total Alternate Bid (Item 1A)				\$ 18,800.00		\$ 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						\$ 1,050,158.67



collaborāte / formulāte / innovāte

September 18, 2014

Mr. Brian Tungate
Director of Parks and Recreation
City of Menasha
140 Main St.
Menasah, WI 54952

Subject: Fox River Multi-Modal Bridge Crossing – Menasha Site
Phase I Due Diligence and Schematic Design
Proposal for Professional Services

Dear Brian:

Per your request, Graef-USA Inc. (GRAEF) is pleased to provide this proposal for services to the City of Menasha (Client). An executed copy of this proposal will become our Agreement.

This proposal is for professional services for the Fox River Multi-Modal Bridge Crossing – Menasha Site - Due Diligence and Schematic Design (Project). This proposal is subject to GRAEF's Standard Terms and Conditions, a copy of which is attached and incorporated by reference.

It is our understanding that the nature of the Project is due diligence investigation and schematic design for the installation of a multi-modal bridge crossing of the Fox River, Menasha Channel. Other miscellaneous services are included such as preliminary agency coordination, WDNR permitting application for Waterway Individual Permit (Ch. 30), and assistance with fundraising activities. The location of the crossing is from the end of Mathewson Street to City owned property on the north shoreline of the Menasha Channel. It is likely that some bridge facilities and the trail connection to the Trestle Trail will require property acquisition or easements but that is not included in this proposal. Survey services, a Phase I environmental assessment, and a geotechnical investigation (contracted with the City of Neenah to include City of Menasha site geotechnical investigation) will be performed at the project location as part of the due diligence investigation. Initial coordination with local jurisdictional authorities will be undertaken to identify permitting needs. Schematic design will be completed for the structure to a level of detail that will allow WDNR permitting to be completed for the project.

For this Project, GRAEF proposes to provide the following Basic Services:

Survey Services

1. Our survey crew will provide a detailed existing topographic survey of at each of the proposed bridge landings. At the south landing the survey will extend up to the Fox St. near ROW line. At the north landing the survey will extend from the bridge landing vicinity up to the existing Trestle Trail approximately 50-foot width. The information will be incorporated into a reference file to be used in the design project.

2. The survey will include the following items:
 - Description of ground surfaces (concrete, bituminous asphalt, grass, etc.)
 - Describe and locate existing visible site improvements including buildings, walks curbs, etc.
 - Power, telephone, and cable TV poles and lines, overhead & underground.
 - Hydrants and valves.
 - Underground utilities including sanitary and storm lines, gas, water, electric, and telephone.
 - Horizontal and vertical control points (location and description).
 - Underground utilities marked by Diggers Hotline will be located and shown on the survey. In the case of private utilities the owner shall be responsible for the marking of all private utilities or furnishing mapping of the private utilities.
 - Easements, reservations, restrictions and dedications of public record as identified on a current title commitment policy (provided by Owner) will be shown and referenced on the survey.
3. Survey will be provided in AutoCAD format only. A separate topographic survey map will not be prepared but will be part of the Civil Design drawings.
4. Complete riverbed survey/sounding along proposed alignment.
5. Field locate existing property irons that can be found.
6. Determine/calculate boundary for street ROW and railroad ROW. This will not be a formal Boundary Survey document.

Geotechnical Investigation Coordination

We will coordinate with River Valley Testing, Inc. (RVT) of Neenah, WI, anticipated to contract directly with the City of Neenah (and include the City of Menasha site geotech investigation work), as the project geotechnical consultant, to provide the borings and analysis. As outlined in the proposal they provided, their work will include:

- Barge mobilization and rental
- Collection/storage/disposal of cuttings/spoils offsite (assumed no environmental concerns with the cuttings/spoils)
- Perform two (2) standard penetration test borings with truck mounted drill rig at each of the abutment locations
- Perform five (5) riverbed borings at roughly 100 ft intervals along the bridge alignment roughly located at every other pier (assuming 50-ft pier spacing)
- Prepare a written report documenting the results of the field and laboratory tests programs, as more fully described in the attached proposal from RVT.

We will manage the geotechnical program, performed by RVT under contract with the City of Neenah assisting with the identification of locations for the borings, reviewing and commenting on their reports, and coordinating with the Cities of Neenah and Menasha and others.

Limited Phase I Environmental Assessment

Conduct Limited Phase I Environmental Site Assessments for the Menasha bridge site, including 100 feet inland at each abutment of the proposed bridge in accordance with ASTM 1527-13 Standard that includes the following Basic Services:

1. Conduct a site walk-through to observe the project site for signs of underground tanks; fill areas; depressions; distressed vegetation; staining; and other visible indicators of potential environmental concerns.
2. Provide a general description of soils, hydrologic and hydrogeologic setting to determine potential paths of contamination to groundwater, if potential for soil and groundwater contamination is present.
3. Review of building permit records or other records for property background, site improvements or installations (i.e. underground tanks), past uses, owners or occupants for the subject site.
4. Review of governmental agency databases for hazardous waste activity, permits, and other environmentally related activities or violations. Review will include the following Federal and State lists:
 - Emergency Response Notification System (ERNS)
 - National Priorities List (NPL)
 - Resource Conservation and Recovery Information System (RCRIS)
 - Comprehensive Environmental Response, Compensation and Liability Information System (CERCLIS)
 - State list of Leaking Underground Storage Tanks (LUST)
 - State list of Registered Underground Storage Tanks (UST)
 - Solid Waste Facility/Landfill Sites (SWF/LS)
 - State Hazardous Waste Sites (SHWS)
 - USEPA PCB Activity Database (PADS)
 - Review of regulatory agency files for details of specific incidents on or in the area of the site is not included.
5. Review of United States Geologic Survey 7.5-minute quadrangle topographic map for indications of general drainage patterns, and land use.
6. Interviews with persons familiar with site histories, if possible. Such persons might include government personnel, present owners/operators, or former owners/operators. A site questionnaire will be sent to the current owner of the property.
7. Review of underground tank records held by the Department of Safety and Professional Services (DSPS), if available, including records of possible underground tanks on adjacent properties.
8. Review of aerial photographs obtained from the local or regional planning commission, or a state or commercial source to determine historical property usage of both the site and the adjacent properties. Review will include two to five photographs from representative years of the site's history.
9. Review of historical fire insurance maps, if available, for potential contaminant sources such as underground tanks and flammable liquid storage areas for both the subject site and adjacent properties.
10. Review of previously prepared reports and documentation supplied by site owner.

11. Preparation of a Phase I Investigation Report summarizing the results of the investigation including photographs depicting the site with areas of potential environmental concern identified. Two copies of the report will be provided.

Schematic Design

Structural

1. Review Geotechnical Report and discussion of finding with Geotechnical Engineer.
2. Determine required loadings – ice load on piers, truck load on superstructure, etc.
3. Perform schematic design for foundations, piers, and bridge superstructure, based on data obtained from the geotechnical investigation.
4. Discuss decking and railing options and effect on superstructure with Client. Select or narrow down selection for final design.
5. Participate in one (1) meeting with Client to discuss the schematic design
6. Update the Engineer's Estimate of Probable Construction Costs for the bridge, originally prepared during the Feasibility Study.

Civil Engineering

1. Participate in Kickoff Meeting to review the project scope and objectives, confirm schedule, and define overall budget and goals.
2. Review topographic survey, soils report, environmental studies, and river data.
3. Convert Flood Insurance Study model data to current HEC-RAS format as necessary.
4. Update HEC-RAS model to reflect actual conditions at proposed crossing using survey data.
5. Perform hydrologic modeling to verify river flow characteristics identified in the FIS.
6. Perform proposed structure hydraulic modeling. Coordinate with structural engineer for structure type, pier spacing, superstructure depth, etc.
7. Further develop alignments for bridge and connection/landing points.
8. Develop bridge/trail alignment plan
9. Develop schematic site layout and grading plan for connection/landing points.
10. Develop erosion control plan for structure construction to be included in permitting documentation.
11. Participate in two (2) meetings with client to discuss schematic design.

Preliminary Agency Coordination

1. Coordinate with local authorities having jurisdiction to determine permitting requirements and approvals. Agencies to be contacted consist of:
 - o State Archeological and Historical Agency
 - Telephone/email coordination
 - o Local/County floodplain staff
 - Telephone/email coordination
 - o US Army Corps of Engineers
 - One (1) meeting in Menasha
 - o WDNR Remediation and Redevelopment Program staff
 - Telephone/email coordination

- WDNR Waterway staff
 - One (1) meeting in Menasha
 - US Fish and Wildlife Service
 - Telephone/email coordination
2. Develop maps and exhibits for submittal to agencies to assist in conversations regarding the project.

Waterway Permitting

During the feasibility study phase previously completed, the WDNR's initial determination was that an Individual Permit would be necessary for this project. The Individual Permit process is a lengthy process that can extend 4 to 6 months after submittal of the permit package. It includes a mandatory public comment period and possible public hearing. A US Army Corp of Engineers permit is also required for any deposits in a Water of the US, including piers and abutment fill. Tasks for preparing the permit packages and coordinating the required permit activities are as follows:

WDNR/USACOE

1. Contact the DNR and USACOR for a Pre-Application Meeting to discuss the proposed project, and the anticipated permitting process.
2. Coordinate the Pre-Application Meeting, provide an agenda, and produce meeting notes for review and acceptance.
3. Complete permit application forms (WDNR and USACOE)
4. Generate required maps.
5. Develop hydraulic report narrative for stream crossing including alternatives analysis evaluation.
6. Compile hydraulic modeling data to demonstrate structure compliance with state requirements.
7. Assemble permit packages and submit for project team review; and incorporate comments in final permit submittal packages.
8. Submit permit packages to the DNR and USACOE
9. During permit review, coordinate with DNR/USACOE staff and provide additional information as requested. One (1) meeting with WDNR/USACOE staff is included.
10. Review Initial comments received from the DNR and the ACOE, and provide responses.
11. Revise permit packages based on comments and re-submit to the DNR and the ACOE
12. Remain in contact with the DNR and the ACOE to facilitate their concurrence of the submitted permit packages.
13. Submit Class I Public Notice for 30-day public comment period.
14. Attend DNR public hearing at the conclusion of the public comment period.
15. Remain in contact with the DNR and the ACOE in anticipation of permit issuance.

Fundraising Assistance

1. Develop display materials including one (1) photorealistic rendering of the proposed bridge for use in meetings and fundraising outreach. (40 hours assumed for rendering services)

2. Participate in one (1) Public Information Meeting. (8 hrs assumed to also include preparing/plotting display items for meeting)
3. Develop a flier containing project information and graphics for distribution. (8 hours assumed for publication development)
4. Participate in up to six (6) meetings with construction personnel to discuss opportunities to donate construction services for the project. (24 hours budgeted)
5. Update Engineer's Estimate of Probable Construction Costs, including value of donated construction services. (8 hours estimated)

GRAEF will endeavor to perform the proposed Basic Services per the following schedule:

- Survey Services – 4 weeks after authorization to proceed
- Geotechnical Investigation – 10 weeks after authorization to proceed
- Phase I Environmental Assessment - 4 weeks after authorization to proceed
- Schematic Design – 6 weeks after completion of Due Diligence activities (Survey/Geotech/ESA).
- Preliminary Agency Coordination – 3 weeks after authorization to proceed.
- Waterway Permitting – anticipate 9 weeks for development of initial permit packages after authorization to proceed. Upon certification of a completed permit package, the review/approval process can extend up to 4-½ months.
- Fundraising Assistance – per the City timeline. We anticipate this to occur over the next 6 months.
- Authorization to Proceed assumed to be received on September 25, 2015.

At your written request, GRAEF will provide a scope and fee for Additional Services.

Additional Services GRAEF can provide include:

- Grant application writing and assistance
- Additional meetings or public involvement not included in Basic Services
- Final design, bidding, and construction services
- River sediment sampling and analysis
- Soils Management Plan and coordination with WDNR
- Aquatic and wildlife studies.
- Environmental Document, if required by Federal agencies
- Detailed Environmental Records review.
- Soil and groundwater investigations if indicated by the results of the Phase I Environmental Site Assessment and/or detailed file review.
- Endangered Species Review request to the Bureau of Endangered Resources.
- Cultural and Historical Resources Review/Investigations
- Property acquisition services and/or surveys

For this Project, it is our understanding Client will provide the following services, items and/or information:

- Agreement with City of Neenah on cost sharing/reimbursement for geotechnical investigation at the Menasha site. The City of Neenah will contract directly with Geotechnical Consultant for geotechnical investigation work at both sites.



- Any available information on environmental concerns in project vicinity.
- Budget information related to property acquisition or easement acquisition. GRAEF will identify parcels or easement area needed for the trail construction.
- Available information on topography, soils, aerial photography, utilities in area, flood studies, property lines and other pertinent project information needs. We assume City GIS information will be available for our use in our analysis.
- Access to the site if necessary, including assistance with access to private property along bridge crossing alignment.
- A review of land title records for environmental liens or activity or land use limitations will be provided by owner.
- Existing environmental reports, if any, and responses to environmental questionnaires.
- Permit and review fees
- Landfill disposal fees for soil boring cuttings/spoils, if necessary.

For all Basic Services, Client agrees to compensate GRAEF as follows:

Survey Services:	\$ 4,800.00
Geotechnical Investigation Coordination:	\$ 1,100.00
Phase I Environmental Assessment:	\$ 2,900.00
Preliminary Agency Coordination:	\$ 2,100.00
Schematic Design:	\$12,800.00
Waterway Permitting:	\$ 7,400.00
Fundraising Assistance:	\$ 5,100.00
TOTAL:	\$36,200.00 NTE

We can perform the above scope of work on a time and expenses basis for an estimated fee of \$36,200, plus reimbursable expenses.

Reimbursable expenses are not included in the above estimate. Expenses such as travel, printing, express mail and delivery charges, and permit fees will be billed at cost and are estimated at \$1,000.

We will invoice the project on an hourly basis, for the hours actually expended at our standard hourly rates, plus reimbursable expenses.

Please note that the geotechnical investigation direct cost (\$46,950 to \$57,750 for both the Neenah and Menasha sites done in succession) is not included in the above fee, as we anticipate those services to be contracted directly between the City of Neenah and the geotechnical consultant, with the City of Menasha reimbursing the City of Neenah for their share of the geotechnical investigation costs. We have attached the proposal from River Valley Testing, Inc. for your review.



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Also note that the above fee assumes most tasks for both bridge site crossings (Neenah and Menasha) will be completed concurrently. If the two projects proceed with dissimilar timelines necessitating additional site visits/meetings etc., additional fee would be necessary.

To accept this proposal, please sign and date both of the enclosed copies and return one to us. Upon receipt of an executed copy, GRAEF will commence work on the Project.

Graef-USA Inc. looks forward to providing services to the City of Menasha.

Sincerely,

Graef-USA Inc.

Accepted by: City of Menasha

Patrick J. Skalecki, P.E., LEED AP
Principal

(Signature)

(Name Printed)

(Title)

Date: _____

Enclosures



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Graef-USA Inc.'s STANDARD TERMS AND CONDITIONS

These Standard Terms and Conditions are material terms of the Professional Services Agreement proposed on September 18, 2015 (Agreement) by and between Graef-USA Inc. (GRAEF) and City of Menasha (Client):

Standard of Care: GRAEF shall exercise ordinary professional care in performing all services under this Agreement, without warranty or guarantee, expressed or implied.

Client Responsibilities: Client shall at all times procure and maintain financing adequate to timely pay for all costs of the PROJECT as incurred; shall timely furnish and provide those services, items and/or information defined in Agreement, as amended, and shall reasonably communicate with and reasonably cooperate with GRAEF in its performance of this Agreement. GRAEF shall be entitled to rely on the accuracy and completeness of any services, items and/or information furnished by Client. These terms are of the essence. Client shall indemnify, defend and hold GRAEF, its present or former officers, employees and subconsultant(s), fully harmless from any liability or loss, cost or expense (including attorney's fees and other claims expenses) in any way arising from or in connection with errors, omissions or deficiencies in the services, items and/or information Client is obliged to furnish in respect of this Agreement.

Limitation of Liability: Client and GRAEF agree that GRAEF's liability for any direct, indirect, incidental or consequential economic losses or damages arising under or in connection with this agreement (including any attorney's fees or claims expenses) shall be limited to the sum of one hundred thousand dollars (\$100,000.00).

Additional Services: Client may request or it may become necessary for GRAEF or its subconsultant(s) to perform Additional Services in respect of this Agreement. Client shall pay for such Additional Services above and beyond charges for Basic Services set forth in this Agreement. GRAEF will notify Client in advance of GRAEF's intention to render Additional Services. Client's failure to instruct GRAEF not to perform the proposed Additional Service shall constitute Client's acceptance of such Additional Service and agreement to pay for such Additional Service in accordance with the Invoicing & Payment terms of this Agreement.

Collection Costs: Client shall pay all collection costs GRAEF incurs in order to collect amounts due from Client under this Agreement. Collection costs shall include, without limitation, reasonable attorney's fees and expenses, collection agency fees and expenses, court fees, collection bonds and reasonable GRAEF staff costs at standard billing rates for GRAEF's time spent in efforts to collect. Client's obligation to pay GRAEF's collection costs shall survive the term of this Agreement or the earlier termination by either party.

Invoicing & Payment: GRAEF may issue invoices for services rendered and expenses incurred at such times and with such frequency as GRAEF deems necessary or appropriate in GRAEF's discretion. All invoices are due and payable upon receipt and shall be considered past due if not paid within thirty (30) calendar days of the due date. **Prompt and full payment of all periodic invoices or other billings issued by GRAEF pursuant to this Agreement is of the essence of this Agreement.** In the event that Client fails to promptly and fully pay any invoice as and when due, then, and in addition to any other remedies allowed by law, GRAEF, may, in its sole discretion, suspend performance of all services under this Agreement upon seven (7) calendar days' written notice to Client, and immediately invoice Client for all unbilled work-in-progress rendered and other expenses incurred. Upon GRAEF's receipt of full payment, in good funds and without offset, of all sums invoiced in connection with any such declaration of suspension, GRAEF shall resume services, **provided that** the time schedule and compensation under this Agreement shall be equitably adjusted in a manner acceptable to GRAEF to compensate GRAEF for the period of suspension plus any other reasonable and necessary time and expenses GRAEF suffers or incurs to resume services. No failure by GRAEF to exercise its right to suspend work and accelerate sums due shall in any way waive or abridge Client's obligations to GRAEF or GRAEF's rights to later suspend work and accelerate terms. Client agrees GRAEF shall incur no liability whatsoever to Client, or to any other person, for any loss, cost or expense arising from any such suspension by GRAEF, either directly or indirectly. In addition, simple interest shall accrue at the lower of 1.5% per month (18% per annum), or the maximum interest rate allowable by law, on any invoiced amounts remaining unpaid for more than 60 days from the date of the invoice. Payments made shall be allocated as follows: (1) first to unpaid collection costs; (2) second to unpaid accrued interest; and (3) last to unpaid principal of the oldest invoice.

Latent Conditions: Client acknowledges that subsurface or latent physical conditions at the site that differ materially from those indicated in the project documents, or unknown or unusual conditions that materially differ from those ordinarily encountered may exist. If such latent conditions require a change in the design or the construction phase services, GRAEF shall be entitled to a reasonable extension of time to evaluate such change(s) and their impact on the project and to prepare such additional design documents as may be necessary to address or respond to such latent conditions. Client shall pay GRAEF for all services rendered and reimbursable expenses incurred by GRAEF and its subconsultant(s), if any, to address, respond to or repair such latent conditions. Such services by GRAEF or its subconsultant(s) shall constitute Additional Services.



Graef-USA Inc.'s STANDARD TERMS AND CONDITIONS (continued)

Insurance: GRAEF shall procure and maintain liability insurance policies, including professional liability, commercial general liability, automobile liability, and workers' compensation insurance for the duration of this Agreement and shall, upon request, produce certificates evidencing the maintenance of such coverages. Should Client desire additional insurance, GRAEF shall endeavor reasonably to procure and maintain such additional insurance, but Client shall reimburse GRAEF for any additional premiums or other related costs that GRAEF incurs.

Instruments of Service: All original documents prepared for Client by GRAEF or GRAEF's independent professional associate(s) and subconsultant(s) pursuant to this Agreement (including calculations, computer files, drawings, specifications, or reports) are Instruments of Professional Service in respect of this Agreement. GRAEF shall retain an ownership and property interest therein whether or not the services that are the subject of this Agreement are completed. Unless otherwise confirmed by written Addenda to this Agreement, signed by duly authorized representatives of both Client and GRAEF, no Instrument of Professional Service in respect of this Agreement constitutes, or is intended to document or depict any "as-built" conditions of the completed Work. Client may make and retain copies for information and reference in connection with the use and occupancy of the completed project by Client and others; however, such documents are not intended or represented to be suitable for reuse by Client or others on extensions of the project, or otherwise. Any reuse without GRAEF's written consent shall be at Client's sole risk and responsibility, and without any liability to GRAEF, or to GRAEF's independent professional associate(s) and subconsultant(s). Further, Client shall indemnify, defend and hold GRAEF and GRAEF's independent professional associate(s) and subconsultant(s), fully harmless from all liability or loss, cost or expense (including attorney's fees and other claims expenses) in any way arising from or in connection with such unauthorized reuse.

Contractor Submittals: The scope of any review or other action taken by GRAEF or its subconsultant(s) in respect of any contractor submittal, such as shop drawings, shall be for the limited purpose of determining if the submission generally conforms with the overall intent of the design of the work that is the subject of this Agreement, but not for purposes of determining accuracy, completeness or other details such as dimensioning or quantities, or for substantiating instructions or performance of equipment or systems. GRAEF shall not be liable or responsible for any error, omission, defect or deficiency in any contractor submittal.

Pricing Estimates: Neither GRAEF nor Client has any control over the costs of labor, materials or equipment, over contractors' methods of determining bid prices, or over competitive bidding, market or negotiation conditions. Accordingly, GRAEF cannot and does not warrant or represent that bids or negotiated prices will not vary from any projected or established budgetary constraints.

Construction Observation: Unless expressly stated in this Agreement, GRAEF shall have no responsibility for Construction Observation. If Construction Observation services are performed, GRAEF's visits to the construction site shall be for the purpose of becoming generally familiar with the progress and quality of the construction, and to determine if the construction is being performed in general accordance with the plans and specifications. GRAEF shall have no obligation to "inspect" the work of any contractor or subcontractor and shall have no control or right of control over and shall not be responsible for any construction means, methods, techniques, sequences, equipment or procedures (including, but not limited to, any erection procedures, temporary bracing or temporary conditions), or for safety precautions and programs in connection with the construction. Also, GRAEF shall have no obligation for any defects or deficiencies or other acts or omissions of any contractor(s) or subcontractor(s) or material supplier(s), or for the failure of any of them to carry out the construction in accordance with the contract documents, including the plans and specifications. GRAEF is not authorized to stop the construction or to take any other action relating to jobsite safety, which are solely the contractor's rights and responsibilities.

Dispute Resolution: GRAEF and Client shall endeavor to resolve all disputes first through direct negotiations between the parties' informed and authorized representatives, then through mediation. If mediation fails to fully resolve all disputes within 120 calendar days of the first written request for mediation, either party may pursue any remedy it deems appropriate to the circumstances.

No Assignment: This Agreement is not subject to assignment, transfer or hypothecation without the written consent of both parties expressly acknowledging such assignment, transfer or hypothecation.

Governing Law: This Agreement, as amended, and any disputes or controversies arising in connection with this Agreement shall be governed and resolved by the laws of the State of Wisconsin, without regard to said state's choice of law rules.

Severance of Clauses: In the event that any term, provision or condition of this Agreement is void or otherwise unenforceable under the law governing this Agreement, then such terms shall be stricken and the balance of this Agreement shall be interpreted and enforced as if such stricken terms never existed.

Integrated Agreement: The parties' final and entire agreement is expressed in the attached proposal letter and these Standard Terms and Conditions. All prior oral agreements or discussions, proposals and/or negotiations between the parties are merged into and superceded by this Agreement. No term of the parties' Agreement may be orally modified, amended or superceded.

Past Marina Rates

2012 - \$37.50 per foot

2013 - \$37.50 per foot

2014 - \$38.00 per foot + \$35.00 camera deposit

2015 - \$38.25 per foot

2016 - \$38.50 per foot??

City of Menasha Disbursements

Weekly Accounts Payable	10/8/15-10/15/15		\$	592,305.81
	Checks # 51623-51749			
	Void check # 51287		\$	(14.82)
	Void check # 51218		\$	(14.73)
	Void check # 51230		\$	(1,535.00)
Bi-Weekly Payroll	10/15/15		\$	176,260.18
Additional Regular Cycle Accounts Payables -Paid Electronically				
Nationwide Retirement	10/2/15	\$	11,777.50	
BMO Harris-Flex Spending	10/2/15	\$	3,581.15	
World Pay Charges	10/6/15	\$	18.45	
Delta Dental	10/7/15	\$	2,613.37	
Federal Tax Withholding	10/7/15	\$	71,220.51	
Pitney Bowes	10/9/15	\$	1,500.00	
Delta Dental	10/14/15	\$	2,158.40	
Community First Credit Union-Payroll Deductions	10/15/15	\$	5,375.00	
			\$	<u>98,244.38</u>
Total			\$	<u>865,245.82</u>

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

10/15/15

 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: 10/8/2015

<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	51623	10/8/2015	1513696	731-1022-541.30-18	17.96	Grease Gun
		10/8/2015	1513811	731-1022-541.30-18	68.55	Lugs/Nuts/Drill
	Total for check: 51623				86.51	
CITY OF APPLETON	51624	10/8/2015	227084	100-0302-542.25-01	13,952.00	October 2015 Transit Services
		Total for check: 51624				13,952.00
BADGER LAB & ENGINEERING INC	51625	10/8/2015	INV000062866	601-1020-543.21-02	322.00	August Wastewaters
		10/8/2015	INV000062867	601-1020-543.21-02	453.00	August Wastewaters Whiting
	Total for check: 51625				775.00	
BAYCOM INC	51626	10/8/2015	98151	100-0801-521.29-04	95.00	Antenna
		Total for check: 51626				95.00
BLUE PRINT SERVICE CO INC	51627	10/8/2015	84078	100-1002-541.30-18	100.88	Ink Tank
				625-1002-541.30-18	33.62	Ink Tank
				Total for check: 51627		
BRAZEE ACE HARDWARE	51628	10/8/2015	032083	100-0703-553.30-15	84.97	Hose/Wand
					Total for check: 51628	
CLUB LIQUOR	51629	10/8/2015	910837	100-0000-201.15-00	22.00	Farm Fresh Market
					Total for check: 51629	
COENEN'S AUTO TECH INC	51630	10/8/2015	89418	100-0801-521.29-04	1,480.00	Squid Repair
					Total for check: 51630	

AP Check Register

Check Date: 10/8/2015

<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>
JP COOKE COMPANY	51631	10/8/2015	356911	100-0401-513.29-01	58.96	Cat License Tags
			Total for check: 51631		58.96	
JFTCO INC	51632	10/8/2015	C 194852	731-1022-541.38-03	208.55	Brake
			Total for check: 51632		208.55	
FAHRNER ASPHALT SEALERS LLC	51633	10/8/2015	ONE & FINAL	100-1003-541.20-10	23,310.99	2015 Chip Seal Program
			Total for check: 51633		23,310.99	
FARRELL EQUIPMENT & SUPPLY CO INC	51634	10/8/2015	INV758462	100-1009-541.30-18	129.99	Seal
		10/8/2015	INV758736	100-1003-541.30-18	129.99	Seal
		10/8/2015	INV759905	625-1010-541.30-15	229.96	Power Cord/Can
				100-1003-541.30-15	149.98	Power Cord/Can
				100-1009-541.30-15	149.98	Power Cord/Can
			Total for check: 51634		789.90	
FERGUSON WATERWORKS #1476	51635	10/8/2015	0181702	625-1010-541.30-18	396.79	Form/Grate
		10/8/2015	0181919	489-0703-562.82-02	406.00	Gilbert Site Storm Line
		10/8/2015	0182063	625-1010-541.30-18	1,190.37	DePere & 8th
		10/8/2015	0182105	625-1010-541.30-18	396.79	Plank Road
			Total for check: 51635		2,389.95	
FIRST NATIONAL BANK FOX VALLEY	51636	10/8/2015	1STNATIONAL	100-0401-513.21-03	42.00	Safet Deposit Box
			Total for check: 51636		42.00	
FORTRESS FENCE	51637	10/8/2015	6975-C	826-0703-553.30-18	979.00	Koslo Park Fence
				100-0703-553.24-03	704.00	Koslo Park Fence
			Total for check: 51637		1,683.00	

AP Check Register
Check Date: 10/8/2015

Date: 10/12/2015

<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>
FOX CITIES PARTY RENTAL	51638	10/8/2015	34768	100-0000-201.15-00	532.00	Farm Fresh Market
			Total for check: 51638		532.00	
GANNETT WISCONSIN MEDIA	51639	10/8/2015	0009274571	100-0405-513.29-02	764.70	Legal Notices
				100-0203-512.29-02	98.71	Legal Notices
			Total for check: 51639		863.41	
GENERAL COMMUNICATIONS	51640	10/8/2015	214910	100-0801-521.29-04	290.00	Console/Face Plate
			Total for check: 51640		290.00	
GERDAU	51641	10/8/2015	95051169	100-1003-541.30-18	976.95	RB #4
				100-1009-541.30-18	325.65	RB #4
			Total for check: 51641		1,302.60	
GLAXOSMITHKLINE PHARMACEUTICALS	51642	10/8/2015	32698025	100-0903-531.30-18	6,881.94	Fluaraix
			Total for check: 51642		6,881.94	
GOST, JASON	51643	10/8/2015	GOST JASON	100-0000-201.10-00	100.00	1068 Tracey St - #11928
			Total for check: 51643		100.00	
GRIESBACH READY-MIX LLC	51644	10/8/2015	3310	100-1011-541.30-18	515.67	Concrete
				100-1009-541.30-18	427.50	Concrete
				100-1003-541.30-18	471.00	Concrete
				100-1004-541.30-18	381.33	Concrete
			Total for check: 51644		1,795.50	
GUSTMAN CHEVROLET SALES INC	51645	10/8/2015	37372	731-1022-541.38-03	448.50	Module
			Total for check: 51645		448.50	

AP Check Register

Check Date: 10/8/2015

<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>
HOME DEPOT CREDIT SERVICES	51646	10/8/2015	1082818	100-0601-551.24-03	14.28	Water Heater Vent
		10/8/2015	34927	100-1003-541.30-15	499.00	Five-Piece Combo
		10/8/2015	5033434	100-0703-553.30-18	48.57	Wood & Supplies
		10/8/2015	6572518	100-0601-551.24-03	129.82	Library Water Heater
		10/8/2015	8033178	100-0704-552.24-03	85.35	Paint/Brushes/Supplies
		10/8/2015	83519	100-0601-551.24-03	25.84	Ext. Lights
			Total for check: 51646		802.86	
IRRIGATION SERVICES INC	51647	10/8/2015	20758	100-0703-553.82-02	7,515.00	Koslo Park Project
			Total for check: 51647		7,515.00	
PATRICK JAMES	51648	10/8/2015	JAMES PATRICK	743-0403-513.33-01	18.98	Sept Expenses - Mileage
				743-0403-513.34-01	103.27	Sept Expenses-Conference
			Total for check: 51648		122.25	
JOHN'S SAW SERVICE	51649	10/8/2015	10306	100-1009-541.30-18	50.00	Chains
			Total for check: 51649		50.00	
KJ WASTE SYSTEMS INC	51650	10/8/2015	KJ WASTE	266-1027-543.21-06	780.00	Recycling
			Total for check: 51650		780.00	
MAYFIELD NURSERY INCORPORATED	51651	10/8/2015	20150315	489-0703-562.82-02	1,347.25	Gilbert Landscape
			Total for check: 51651		1,347.25	
MENARDS-APPLETON EAST	51652	10/8/2015	81542	207-0707-552.24-03	82.49	Coupling/Adapter
		10/8/2015	81550	100-1001-514.24-03	2.78	Supplies
				731-0000-193.00-00	8.32	Generator
		10/8/2015	81557	100-0703-553.30-18	19.96	Wedge Anchor
		10/8/2015	81701	100-0703-553.24-03	124.32	Antifreeze
		10/8/2015	82478	100-0703-553.30-18	(19.96)	Wedge Anchor/CREDIT

AP Check Register
Check Date: 10/8/2015

Date: 10/12/2015

<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>
MENARDS-APPLETON EAST...	51652...	10/8/2015	82479	100-0703-553.30-18	(34.68)	CREDIT
			Total for check: 51652		183.23	
MENASHA UTILITIES	51653	10/8/2015	4378	625-0401-513.25-01	1,883.79	Storm Water August 2015
				601-0401-513.25-02	16,079.46	Sewer Charge August 2015
		10/8/2015	MENASHAUTILITY	100-1008-541.22-03	177.83	Electric
				100-0703-553.22-03	225.62	Electric
				100-0703-553.22-05	227.24	Water
				100-0703-553.22-06	132.51	Storm
				100-0903-531.22-03	288.90	Electric
				100-0903-531.22-05	45.42	Water
				100-0000-123.00-00	7.72	Electric
				100-0305-562.22-06	7.50	Storm
				601-1020-543.22-03	83.14	Electric
			Total for check: 51653		19,159.13	
MINNESOTA LIFE INSURANCE COMPANY	51654	10/8/2015	POLICY 002832L	100-0000-204.07-00	2,994.38	November Life Insurance
			Total for check: 51654		2,994.38	
MORTON SAFETY	51655	10/8/2015	160555-01	100-1002-541.30-18	61.29	Rain Suit & Boot Flex
				625-1002-541.30-18	20.43	Rain Suit & Boot Flex
		10/8/2015	160655-00	100-1016-543.30-18	61.74	Gloves
		10/8/2015	160874-00	100-1016-543.30-18	24.25	Ear Plugs
			Total for check: 51655		167.71	
N&M AUTO SUPPLY	51656	10/8/2015	536485	731-1022-541.38-03	10.09	Switch
		10/8/2015	536696	731-1022-541.38-03	97.08	Fuse holder
		10/8/2015	536703	731-1022-541.30-18	4.05	Cable Lug
		10/8/2015	536746	731-1022-541.38-03	25.99	Blower Moter Resistor
		10/8/2015	536847	731-1022-541.38-03	28.57	Helicoil Kit
		10/8/2015	537504	731-1022-541.38-03	35.47	Filters

AP Check Register
Check Date: 10/8/2015

Date: 10/12/2015

<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>
N&M AUTO SUPPLY...	51656...	10/8/2015	537561	731-1022-541.38-03	9.12	Filter Pack
		10/8/2015	538360	731-1022-541.30-18	8.50	Epoxy Syringe
		10/8/2015	538515	731-1022-541.30-18	9.52	Lug
		10/8/2015	538670	731-1022-541.38-03	19.36	Filter
		10/8/2015	538814	731-1022-541.38-03	17.92	Filter
		10/8/2015	538836	731-1022-541.38-03	22.58	Filter
		Total for check: 51656				
NEENAH-MENASHA SEWERAGE COMMISSION	51657	10/8/2015	2015-170	601-1021-543.25-01	51,263.35	October Wastewater
		10/8/2015	2015-176	601-1021-543.25-01	18,301.00	October 2015 Interest & Debt
		Total for check: 51657				
NETWORK HEALTH SYSTEM INC	51658	10/8/2015	338909	100-0202-512.21-06	105.00	Drug Screen/Pre-Placement
Total for check: 51658					105.00	
NORTHEAST ASPHALT INC	51659	10/8/2015	PAYMENT 5	100-1003-541.82-02	141,191.85	New Street Const/Reconst
				470-1003-541.82-02	130,188.80	New Street Const/Reconst
				625-0000-194.00-00	22,714.70	New Street Const/Reconst
				625-0000-194.00-00	1,625.00	New Street Const/Reconst
				Total for check: 51659		
NWJ REVOCABLE TRUST	51660	10/8/2015	NWJ REVOCABLE T	733-0206-512.73-01	151.00	Claim Against City 2/11/15
Total for check: 51660					151.00	
PACKER CITY INTL TRUCKS INC	51661	10/8/2015	X103017823:02	731-1022-541.38-03	26.55	Filter
		10/8/2015	X103018273:01	731-1022-541.38-03	62.42	Filters/Mirror/Flasher
		10/8/2015	X103018273:02	731-1022-541.38-03	19.48	Filter
		10/8/2015	X103018941:01	731-1022-541.38-03	317.73	Mufflers/Clamps
		10/8/2015	X103018944:01	731-1022-541.38-03	121.80	Light Head/Grommet/Screw
		10/8/2015	X103018948:01	731-1022-541.38-03	92.25	Filters/Lamp

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PACKER CITY INTL TRUCKS INC...	51661...	10/8/2015	X103018948:02	731-1022-541.38-03	33.45	Filters/Lamp
			Total for check: 51661			
POMP'S TIRE SERVICE INC	51662	10/8/2015	320032624	731-1022-541.38-02	152.22	Tire Repair
			320034105	731-1022-541.38-02	1,725.24	Tire Repair
			320034106	731-1022-541.38-02	623.95	Tire Repair
			320034107	731-1022-541.38-02	900.70	Tire Repair
			320034108	100-0801-521.29-04	2,756.00	Firehawk PVS
			320034262	731-1022-541.38-02	839.52	Dest A/T Owl
			320034263	731-1022-541.38-02	172.50	Carlisle Mult/Turf
			320034695	731-1022-541.38-02	387.40	Tires
			Total for check: 51662			
REMY BATTERY CO INC	51663	10/8/2015	5259983	731-1022-541.29-04	269.90	Battery
			Total for check: 51663			
ROAD EQUIPMENT	51664	10/8/2015	WA600773	731-1022-541.38-03	152.34	Jack/Wheel Check
			Total for check: 51664			
SERVICEMASTER BUILDING MAINTENANCE	51665	10/8/2015	17580	100-1001-514.20-01	1,095.00	City Hall Janitorial
			17581	731-1022-541.20-01	644.00	PWF Janitorial
			17600	100-0903-531.20-01	490.00	Health Dept Janitorial
Total for check: 51665				2,229.00		
SMT MANUFACTURING & SUPPLY	51666	10/8/2015	0035790-IN	731-1022-541.38-03	30.50	Bearing
			0035866-IN	731-1022-541.38-03	90.00	Weld & Repair
			0035868-IN	731-1022-541.38-03	10.78	Bearing
Total for check: 51666				131.28		

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SPINDLER, KONNER	51667	10/8/2015	SPINDLER KONNER	100-0000-454.00-00	5.00	Parking Ticket Overpay Ticket 00072625
			Total for check: 51667		5.00	
STAPLES ADVANTAGE	51668	10/8/2015	80359889343	100-0202-512.30-10	(6.49)	Credit
		10/8/2015	8035989345	100-0801-521.30-10	194.60	Supplies
			Total for check: 51668		188.11	
SUE STRAUSS	51669	10/8/2015	STRAUSS SUE	100-0201-512.30-11	45.13	Postage Reimbursement
			Total for check: 51669		45.13	
TORRES, LUPE	51670	10/8/2015	TORRES LUPE	100-0000-201.10-00	100.00	1037 Durham/Exc Deposit Permit 11941
			Total for check: 51670		100.00	
TOYS FOR TRUCKS	51671	10/8/2015	17622	731-1022-541.38-03	74.00	Special Order
			Total for check: 51671		74.00	
UNIFIRST CORPORATION	51672	10/8/2015	097 0196146	731-1022-541.20-01	111.86	Coveralls/Coat/Shirts
			Total for check: 51672		111.86	
US VENTURE	51673	10/8/2015	L53118	731-1022-541.21-06	36.00	Fuel
			Total for check: 51673		36.00	
UW-FOX VALLEY	51674	10/8/2015	15-22146	100-0405-513.21-08	1,365.00	Videotaping City Meetings
			Total for check: 51674		1,365.00	
LUE VUE	51675	10/8/2015	FFM	100-0000-201.15-00	14.73	FFM/Replace Check #51287

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LUE VUE...	51675...	10/8/2015...	FFM...	100-0000-201.15-00	14.82	FFM/Replace Check #51218
			Total for check: 51675		29.55	
WE ENERGIES	51676	10/8/2015	WE ENERGIES	100-0703-553.22-03	38.71	Conservancy
		10/8/2015	WEENERGIES	100-1012-541.22-03	1,096.02	Street Lights
			Total for check: 51676		1,134.73	
WI SCTF	51677	10/8/2015	PIN1339969	100-0000-201.03-00	1,535.00	Replace ck #51230
			Total for check: 51677		1,535.00	
WIL-KIL PEST CONTROL	51678	10/8/2015	2757145	731-1022-541.20-07	66.50	Commercial Contract
		10/8/2015	2758048	100-1019-552.20-07	27.00	Rat/Mouse/Spiders
		10/8/2015	2758388	100-1019-552.20-07	108.00	Exterior Insect
			Total for check: 51678		201.50	
WINNEBAGO COUNTY TREASURER	51679	10/8/2015	7828	100-0805-521.25-01	154.38	Lodging
			Total for check: 51679		154.38	
WISNET	51680	10/8/2015	6370	743-0403-513.21-04	750.00	Qtrly Internet Access
			Total for check: 51680		750.00	
WKZG-FM	51681	10/8/2015	IN-11509137071	100-0000-201.15-00	100.00	Farm Market Advertisement
			Total for check: 51681		100.00	
					473,122.03	

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AAA PORTABLES	51682	10/15/2015	D-31297	100-0703-553.20-09	175.00	Jefferson Park Boat Launc
		10/15/2015	D-31298	100-0703-553.20-09	143.57	Municipal Beach
	Total for check: 51682					318.57
ACCURATE	51683	10/15/2015	1512218	731-1022-541.30-18	128.12	Washer/Ring/Cable
		10/15/2015	1514076	731-1022-541.30-18	144.60	Drills
		10/15/2015	1514236	731-1022-541.38-03	16.32	Tubing
Total for check: 51683					289.04	
AGUILAR, ALMA	51684	10/15/2015	AGUILAR ALMA	100-0000-201.10-00	100.00	312 8th-Exc Permit 11971
Total for check: 51684					100.00	
AIRGAS USA LLC	51685	10/15/2015	9043686704	731-1022-541.30-18	66.97	Cylinder
Total for check: 51685					66.97	
BADGER LAB & ENGINEERING INC	51686	10/15/2015	INV000062953	601-1020-543.21-02	645.00	Gunderson Wastewaters 8/24-29/15
		10/15/2015	INV000062955	601-1020-543.21-02	832.00	Graphic Packaging Wastew August 24-31, 2015
				601-1020-543.21-02	1,052.00	Intertape Polymer Wastewa August 24-31, 2015
		10/15/2015	INV000062956	601-1020-543.21-02	832.00	Coveris Wastewaters August 24-31, 2015
Total for check: 51686					3,361.00	
BEILFUSS CORPORATION	51687	10/15/2015	1052	209-0703-553.82-02	6,000.00	Koslo Field
		10/15/2015	1053	209-0703-553.82-02	2,500.00	Koslo Field
		10/15/2015	1054	209-0703-553.82-02	24,465.00	Koslo Field
Total for check: 51687					32,965.00	
BOMSKI CONSTRUCTION, JACK	51688	10/15/2015	BOMSKI CONST	263-0306-562.70-01	10,320.00	CDBG
Total for check: 51688					10,320.00	

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CALUMET COUNTY CLERK OF COURTS	51689	10/15/2015	CALUMET COUNTY	100-0000-201.03-00	150.00	Bond/MPD 15-3179
			Total for check: 51689		150.00	
CASPERS TRUCK EQUIPMENT INC	51690	10/15/2015	0009856-IN	731-1022-541.38-03	102.40	End Plate
			Total for check: 51690		102.40	
CDW GOVERNMENT INC	51691	10/15/2015	ZF48263	743-0403-513.24-04	534.96	4 Windows Desktop License
			Total for check: 51691		534.96	
CONTRX INDUSTRIES INC	51692	10/15/2015	IU012472	100-1003-541.30-15	186.00	Sling/Tie Down
			Total for check: 51692		186.00	
KORTNEY DAHM	51693	10/15/2015	DAHM KORTNEY	100-0903-531.33-01	51.06	September Expenses
			Total for check: 51693		51.06	
UNEMPLOYMENT INSURANCE	51694	10/15/2015	ZJ43401	100-0703-553.15-09	1,290.43	Unemployment
			Total for check: 51694		1,290.43	
EARTHLINK BUSINESS	51695	10/15/2015	EARTHLINK	100-0402-513.22-01	7.13	Landline Phone-Assessor
				100-0201-512.22-01	6.94	Landline Phone-Attorney
				100-0000-123.00-00	15.84	Landline Phone-Bldg Insp
				100-0203-512.22-01	14.42	Landline Phone-Clerk
				100-0304-562.22-01	25.96	Landline Phone-Com Dev
				100-1001-514.22-01	78.60	Landline Phone-City Hall
				100-0401-513.22-01	35.02	Landline Phone-Finance
				731-1022-541.22-01	28.18	Landline Phone-Garage
				100-0903-531.22-01	53.25	Landline Phone-Health
				743-0403-513.22-01	16.65	Landline Phone-IT
				100-0601-551.22-01	184.56	Landline Phone-Library
				100-0101-511.22-01	10.95	Landline Phone-Mayor

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EARTHLINK BUSINESS...	51695...	10/15/2015...	EARTHLINK...	100-0702-552.22-01	29.36	Landline Phone-Recreation
				100-0703-553.22-01	49.32	Landline Phone-Parks
				100-0202-512.22-01	17.54	Landline Phone-Personnel
				100-0801-521.22-01	272.14	Landline Phone-Police
				100-1002-541.22-01	45.73	Landline Phone-Engineerin
				100-0920-531.22-01	14.32	Landline Phone-Senior Ctr
				100-1008-541.22-01	4.13	Landline Phone-Sign Shop
				100-0502-522.22-01	43.47	Landline Phone-EOC
				207-0000-123.00-00	29.15	Landline Phone-Marina
				100-0704-552.22-01	15.33	Landline Phone-Pool
			100-0000-123.00-00	326.25	Landline Phone-Utilities	
			Total for check: 51695	1,324.24		
EZ GLIDE GARAGE DOORS AND OPENERS	51696	10/15/2015	0142810-IN	100-0501-522.24-03	156.50	Sta 35 Garage Door Repair
				Total for check: 51696	156.50	
FARRELL EQUIPMENT & SUPPLY CO INC	51697	10/15/2015	INV760200	625-1010-541.30-15	1,250.00	Generator
				Total for check: 51697	1,250.00	
FORTRESS FENCE	51698	10/15/2015	5954	100-0703-553.24-03	312.00	Reinstall Gate-Koslo
				100-0703-553.82-02	2,485.00	Koslo Backstop
				209-0703-553.82-02	24,252.00	Koslo Backstop
		10/15/2015	5954-C	100-0703-553.24-03	1,207.00	Fencing-Koslo
		Total for check: 51698	28,256.00			
FOX CITIES CHAMBER OF COMMERCE &	51699	10/15/2015	FOX CITIES CHAM	100-0000-201.15-00	512.00	Consider Partnership FFM
				Total for check: 51699	512.00	

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FOX VALLEY HUMANE ASSOCIATION	51700	10/15/2015	FOX VALLEY HUMA	100-0806-532.25-01	454.60	August Services
			Total for check: 51700		454.60	
FOX VALLEY TECHNICAL COLLEGE	51701	10/15/2015	0288140/FY15-16	100-0801-521.34-02	1,327.00	Training
			Total for check: 51701		1,327.00	
MARY FRITZ	51702	10/15/2015	FRITZ, MARY	100-0903-531.33-01	8.79	September Expenses
			Total for check: 51702		8.79	
GOLD CROSS AMBULANCE SERVICE INC	51703	10/15/2015	0031420-IN	100-0801-521.30-18	559.93	Batteries
			Total for check: 51703		559.93	
GRAPHIC COMPOSITION INC	51704	10/15/2015	242506	100-0202-512.29-01	65.00	Safety Violation Forms
			Total for check: 51704		65.00	
GRIESBACH READY-MIX LLC	51705	10/15/2015	3313	625-1010-541.30-18	273.00	Greendale/Plant Pick Up
			Total for check: 51705		273.00	
GUNDERSON CLEANERS	51706	10/15/2015	305511	100-0801-521.30-13	35.38	Mats/Towels
			Total for check: 51706		35.38	
GUSTMAN CHEVROLET SALES INC	51707	10/15/2015	184419	731-1022-541.29-04	859.77	Compressor Repair
			Total for check: 51707		859.77	
HIGH CLIFF RESTAURANT & CATERING	51708	10/15/2015	HIGH CLIFF REST	100-0000-201.15-00	616.20	Farm to Table Dinner
			Total for check: 51708		616.20	

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INDEPENDENT INSPECTIONS LTD	51709	10/15/2015	310274	100-0301-523.21-06	3,519.79	Sept. Permits
			Total for check: 51709		3,519.79	
INTERSTATE BATTERIES	51710	10/15/2015	203410	731-1022-541.38-03	120.00	Battery
			Total for check: 51710		120.00	
JOHN'S SAW SERVICE	51711	10/15/2015	10320	100-0703-553.24-02	90.00	Sharpen
			Total for check: 51711		90.00	
JX ENTERPRISES INC	51712	10/15/2015	G-252320022	731-1022-541.38-03	172.17	Piggyback Kit/Pump-Washer
			Total for check: 51712		172.17	
KITZ & PFEIL INC	51716	10/15/2015	082114-0024	100-0704-552.24-03	64.06	Pool
		10/15/2015	082414-0045	100-0704-552.24-03	18.32	Pool Masking Tape
		10/15/2015	082514-0054	100-0601-551.24-03	53.96	Coupling/Pipe
		10/15/2015	082514-0057	100-0601-551.24-03	2.69	Coupling
		10/15/2015	082614-0011	100-0703-553.24-03	6.74	Breaker
		10/15/2015	082614-0016	100-0703-553.30-18	114.11	Tape/Flag Tape/Pin
		10/15/2015	082614-0078	100-0703-553.24-03	1.42	Coupling
		10/15/2015	082614-0118	100-1008-541.30-18	23.37	Washer/Battery
		10/15/2015	082614-0153	731-1022-541.38-03	13.49	Valve
		10/15/2015	082709-0020	731-1022-541.38-03	5.39	Mender
		10/15/2015	082714-0007	100-0703-553.30-10	26.09	Earmuff
		10/15/2015	082714-0013	100-1001-514.24-03	13.02	Keys/Hardware Misc
		10/15/2015	082714-0107	100-1008-541.24-03	75.56	Light/Bulb
		10/15/2015	082809-0010	100-0703-553.30-18	44.77	Enamel/Bits
		10/15/2015	082814-0200	100-0801-521.29-04	1.20	Hardware Misc
		10/15/2015	082814-0206	100-0801-521.29-04	5.58	Hardware Misc
		10/15/2015	083109-0020	100-0601-551.24-03	17.05	Pipe
		10/15/2015	083114-0003	100-0703-553.30-18	14.82	Mark Paint
		10/15/2015	083114-0011	100-0703-553.30-18	16.90	Slip Hook

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KITZ & PFEIL INC...	51716...	10/15/2015	083114-0022	100-0801-521.24-03	2.96	Lamp
		10/15/2015	083114-0030	100-1009-541.30-18	29.14	Cover/Roller/Frame
		10/15/2015	090114-0122	100-0703-553.30-18	65.68	Bits
		10/15/2015	090203-0003	731-1022-541.38-03	2.53	Cap-Oil Fill
		10/15/2015	090209-0020	100-0703-553.24-03	13.75	Broom/Shoe Goo
		10/15/2015	090214-0008	731-1022-541.30-18	15.38	Vinegar/Photo Control
		10/15/2015	090214-0049	625-1010-541.30-18	0.89	Coupling
		10/15/2015	090214-0113	100-0703-553.30-18	28.44	Hardware Misc
		10/15/2015	090314-0001	100-0703-553.30-18	23.37	Hardware Misc/Die
		10/15/2015	090314-0054	100-0703-553.30-18	31.42	Hanger/Screw
		10/15/2015	090314-0061	731-1022-541.30-18	3.25	Hardware Misc
		10/15/2015	090414-0014	100-0703-553.30-18	14.10	Marking Paint/Enamel
		10/15/2015	090809-0002	731-1022-541.30-18	13.30	Enamel/Dust Brush
		10/15/2015	090814-0074	100-0703-553.30-18	9.88	Adhesive
		10/15/2015	091009-0001	731-1022-541.30-18	6.80	Hardware Misc
		10/15/2015	091014-0005	100-1003-541.30-18	22.25	Cover/Frame/Roller/Tip
		10/15/2015	091014-0009	100-0703-553.30-18	6.29	Circuit Breaker
		10/15/2015	091114-0003	100-0703-553.24-03	30.39	Hardware Misc/Lamp
		10/15/2015	091414-0021	100-0703-553.30-18	14.82	Marking Paint
		10/15/2015	091514-0001	266-1027-543.30-18	1.61	Wht Cap Threaded
		10/15/2015	091514-0091	207-0707-552.30-18	4.32	Hardware Misc
		10/15/2015	091514-0152	100-0703-553.30-18	11.88	Hardware Misc
		10/15/2015	091609-0014	489-0703-562.82-02	33.29	Bolt
		10/15/2015	091614-0002	100-0703-553.30-18	15.88	Hardware Misc
		10/15/2015	091614-0103	100-0703-553.30-18	14.82	Bulbs
	10/15/2015	091614-0117	100-1016-543.30-15	11.23	Driver/Bit	
	10/15/2015	091814-0098	100-0801-521.30-18	22.50	Hardware Misc	
			Total for check: 51716		968.71	
LORETTA KJEMHUS	51717	10/15/2015	KJEMHUS LORETTA	100-0903-531.32-01	7.20	September Expenses
				100-0909-531.33-01	15.16	September Expenses
			Total for check: 51717		22.36	

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KWIK TRIP INC	51718	10/15/2015	KWIK TRIP	100-0801-521.38-01	70.06	Gasoline	
			Total for check: 51718				70.06
MARINE SOLUTIONS	51719	10/15/2015	MARINE SOLUTION	100-0704-552.82-01	3,550.00	Gel Coat	
			Total for check: 51719				3,550.00
MENARDS-APPLETON EAST	51720	10/15/2015	81745	100-0703-553.30-18	26.47	Punch/Hmr	
			10/15/2015	82103	731-0000-193.00-00	32.05	Generator
			10/15/2015	83536	743-0403-513.30-10	75.20	IT Shelving
			Total for check: 51720				133.72
MENASHA NEENAH MUNICIPAL COURT	51721	10/15/2015	CALUMET COUNTY	100-0000-201.03-00	174.00	Bond/MPD 15-327	
			Total for check: 51721				174.00
TOWN OF MENASHA UTILITY DISTRICT	51722	10/15/2015	1971	100-0703-553.22-05	9.70	1521 Brighton Dr	
			Total for check: 51722				9.70
MICHELS MATERIALS	51723	10/15/2015	304091	625-1010-541.30-18	623.73	Stone	
			10/15/2015	306096	489-0703-562.82-02	84.36	Gilbert Site Storm
			Total for check: 51723				708.09
MBM	51724	10/15/2015	IN39987	743-0403-513.29-01	256.10	Copier Agreement	
			Total for check: 51724				256.10
NEENAH-MENASHA SEWERAGE COMMISSION	51725	10/15/2015	2015-166	601-1021-543.21-01	952.50	Fox River Cleanup	
			Total for check: 51725				952.50

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OSHKOSH FIRE & POLICE EQUIPMENT INC	51726	10/15/2015	162365	100-0803-521.29-04	775.00	Police Equipment
			Total for check: 51726			775.00
LINDA PALMBACH	51727	10/15/2015	PALMBACH LINDA	100-0903-531.33-01	10.66	September Expenses
			Total for check: 51727			10.66
PLESHEK-VOSTERS OUTDOOR POWER	51728	10/15/2015	65499	731-1022-541.38-03	144.12	Belt/Clip/Filter
			Total for check: 51728			144.12
RIVERRESTORATION.ORG	51729	10/15/2015	632	100-0703-553.21-02	1,209.88	Gilbert Area
			Total for check: 51729			1,209.88
ROAD EQUIPMENT	51730	10/15/2015	WA600822	731-1022-541.38-03	58.36	Caster Wheel
			Total for check: 51730			58.36
LIZ ROSIN	51731	10/15/2015	ROSIN LIZ	100-0903-531.33-01	21.53	September Expenses
			Total for check: 51731			21.53
VICKI SCHULTZ	51732	10/15/2015	SCHULTZ VICKI	100-0915-531.33-01	20.90	September Expenses
			Total for check: 51732			20.90
SERVICEMASTER BUILDING MAINTENANCE	51733	10/15/2015	17598	100-0801-521.20-01	50.00	Police Garage-Janitorial
			17610	100-0801-521.20-01	1,460.00	Police Dept. Janitorial
			Total for check: 51733			1,510.00
SHERWIN WILLIAMS CO	51734	10/15/2015	0129-8	100-1008-541.30-18	530.25	5 Gal
		10/15/2015	1787-0	100-0704-552.24-03	51.06	Painting Supplies
		10/15/2015	1818-3	100-0704-552.24-03	204.37	Paint

AP Check Register

Check Date: 10/15/2015

<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>
SHERWIN WILLIAMS CO...	51734...	10/15/2015	2321-5	100-1008-541.30-18	804.00	Wisdot WB White
			Total for check: 51734		1,589.68	
SKID & PALLET	51735	10/15/2015	7062	100-0703-553.30-18	225.00	Mulch
			Total for check: 51735		225.00	
SMT MANUFACTURING & SUPPLY	51736	10/15/2015	0035997-IN	731-1022-541.38-03	32.48	Flangette
		10/15/2015	0036002-IN	731-1022-541.38-03	45.90	Flange Unit
			Total for check: 51736		78.38	
SPORTS GRAPHICS	51737	10/15/2015	0615-019	100-0702-552.30-18	681.10	Shirts
		10/15/2015	0715-064	100-0702-552.30-18	16.45	Shirts
		10/15/2015	0715-087	100-0702-552.30-18	141.00	Shirts
			Total for check: 51737		838.55	
STAPLES ADVANTAGE	51738	10/15/2015	3278381505	100-0202-512.30-10	23.73	Supplies
			Total for check: 51738		23.73	
UNIFIRST CORPORATION	51739	10/15/2015	097 0196593	731-1022-541.20-01	138.05	Coveralls/Coat/Shirts
			Total for check: 51739		138.05	
US CELLULAR	51740	10/15/2015	0102147232	100-0201-512.22-01	31.74	Captain
				100-1019-552.22-01	18.65	Racine Street Bridge
				100-1019-552.22-01	4.15	Tayco Street Bridge
				601-1020-543.22-01	0.50	Confined Space
				100-0801-521.22-01	72.99	PD
				100-0904-531.22-01	69.55	Drew
				100-1002-541.22-01	1.00	Eng
				100-0702-552.22-01	58.09	Tungate
				100-0703-553.22-01	66.25	Parks

AP Check Register
Check Date: 10/15/2015

<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>
US CELLULAR...	51740...	10/15/2015...	0102147232...	731-1022-541.22-01	71.93	Street
				100-1008-541.22-01	6.20	Bursack
				601-1020-543.22-01	0.50	Sewer Truck
				Total for check: 51740		
US LUBRICANTS	51741	10/15/2015	50053386	731-1022-541.38-03	1,715.98	Thrive DS Mack
				Total for check: 51741		
WAVERLY SANITARY DISTRICT	51742	10/15/2015	WAVERLY	100-0703-553.22-05	54.58	2170 Plank Road
				Total for check: 51742		
WE ENERGIES	51743	10/15/2015	WE ENERGIES	100-0701-533.22-03	16.53	North St
				100-0701-533.22-03	16.25	North St
				100-0703-553.22-03	9.90	2170 Plank Road
				Total for check: 51743		
WINNEBAGO COUNTY CLERK OF COURTS	51744	10/15/2015	WINNEBAGO COUNT	100-0000-201.03-00	150.00	Bond/MPD 15-3194
				100-0000-201.03-00	150.00	Bond/MPD 15-3165
				Total for check: 51744		
WISCONSIN DEPT OF JUSTICE	51745	10/15/2015	G3228	100-0601-551.21-06	7.00	Background Checks
				Total for check: 51745		
WISCONSIN INDUSTRIAL COATINGS INC	51746	10/15/2015	3044	100-0704-552.82-01	10,000.00	Pool Slide Painting
				Total for check: 51746		
WISCONSIN SUPPORT COLLECTIONS	51747	10/15/2015	20151015	100-0000-202.03-00	668.45	PAYROLL SUMMARY
				Total for check: 51747		

AP Check Register
Check Date: 10/15/2015

Date: 10/15/2015

<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>
WWMA	51748	10/15/2015	WWMA	100-0902-524.32-01	30.00	Fall Confer & Training
				100-0902-524.33-02	90.00	Fall Confer & Training
				Total for check: 51748		
ZANDER PRESS INC	51749	10/15/2015	70666	266-1027-543.29-01	1,712.73	Newsletter
				100-0405-513.29-01	1,335.93	Newsletter
				Total for check: 51749		
					119,183.78	



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: October 15, 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:

Brandon Bullock	Tyler Bergbigler	Patricia Jacob	Sita Marasini
Sara Van Gompel	Timothy Woerishofer	Leanne Younk	Matthew Oetzel
Sherrie Feavel	Brian Kargus	Kyle Miller	Mylinda Johnson

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:

Jamie R. Aniol

Nichole M. Vertstoppen

Cc: Chief Styka



October 13, 2015

*Denied
mailed 10/14/15
G.T.*

Jamie R. Aniol
N1306 Blustery Dr.
Greenville, WI 54942

Re: City of Menasha Alcohol Operators License Application

Dear Ms. Aniol,

Upon reviewing your application for an Alcohol Operator's License within the city of Menasha, I noted several omissions on your part. Under the question: Have you ever been convicted of a felony, you replied, no. However, our records check reflects you have been convicted of a felony on May 6, 1996 in Outagamie County for Recklessly Causing Bodily Harm to a Child. I further noted that under the question: Have you ever been convicted of a misdemeanor, this particular item was left blank.

The records check further reflects you have had seven convictions within the past ten years stemming out of separate incidents for various violations of the law.

On January 3, 2007, you were convicted in Outagamie County of two offenses arising out of separate offenses, on different dates. You were convicted of Operating After Revocation from an offense that occurred on June 19, 2006 and you were further convicted of an Operating While Intoxicated charge for an offense that occurred on April 5, 2006.

On July 15, 2007, you were convicted of Issuing Worthless Checks in Outagamie County.

On May 2, 2008, you were convicted of a misdemeanor charge of Disorderly Conduct in Outagamie County.

On January 12, 2011, you were convicted of Operating While Suspended in Grand Chute Municipal Court.

On July 30, 2013, you were convicted of Operating While Suspended out of Outagamie County.

On September 25, 2013, you convicted of Operating While Suspended in Outagamie County.

Based on your background investigation, I will be recommending to the Menasha Common Council deny your request for an Alcohol Operator's License within the city of Menasha in that, under guideline #1 you have been convicted of a felony and therefore, do not qualify for an Operator's License under state law.

Engaging in bartending involves the purchase and sale of a closely regulated substance/alcohol and individuals granted an operator's license must act in cooperation with law enforcement to enforce the alcohol beverage laws, drunk driving laws and assist with minimizing disturbances of the peace and maintaining safety of the community. It is our belief, the incidents you have been convicted of substantially relate to the license for which you have applied.

The recommendation to deny your application will be given to the Common Council at its next meeting on Monday, October 19, 2015, at or around 6:30 p.m.. Should you wish to provide comment to the Common Council on your application, you may do so during the public participation portion of the meeting.

Sincerely,



Lt. Ron Bouchard
Investigative Services
Menasha Police Department

CITY OF MENASHA
ALCOHOL OPERATORS LICENSE APPLICATION

Establishment of Employment Trailside
TEMPORARY _____ PROVISIONAL _____ REGULAR RENEWAL _____

Name Aniol Jamie R
Last First Middle

Address N1306 Blustery Dr. Greenville WI 54942
Street City State/Zip Code

Phone _____

Height _____ Weight _____ Eyes _____ Hair _____ Sex _____ Race _____

Birth Date _____ Age _____ Birthplace _____

Scars, Marks, Tattoos _____
Drivers License No. _____ State of Issue _____
Expiration Date _____

NOTE: A license may be denied if applicant fails to provide accurate information or if the information is incomplete! Please read this section carefully.

Please explain all yes answers completely on the back of this form!

Do you currently have any criminal charges pending against you? No

Have you ever been convicted of a felony? No

Have you ever been convicted of a misdemeanor? yes

Have you ever been convicted of operating a motor vehicle while under the influence of an intoxicant or drug? Yes Alcohol

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, DWI 2000, 2003, 2006

I UNDERSTAND THAT THE APPLICATION FEE WILL NOT BE RETURNED IF LICENSE IS DENIED.

SIGNATURE Jamie Aniol Date 10-7-15

Approved _____ Denied [Signature] Expiration Date _____
Chief of Police _____ Date 10/13/15

Comments: Felony conviction misdemeanor conviction
Guide line 4 - Conviction/ in complete; habitual offender.

REVOKED FOR VIOLATION: _____



October 13, 2015

*Denied
mailed 10/14/15
G.T.*

Nichole Marie Verstoppen
540 Third Street
Menasha, WI 54952

Re: City of Menasha Alcohol Operators License Application

Dear Ms. Verstoppen,

Upon reviewing your application for an Alcohol Operator's License Application within the city of Menasha, I noted you neglected to include several convictions on your application. Under the question as to whether or not you have been convicted of a misdemeanor, you indicated no on your application; when in fact you have two misdemeanor convictions. One for Bail Jumping on April 11, 2013 and one for Operating After Revocation on January 13, 2015.

In my conversation with you, you indicated you were uncertain if you should include these in the application and indicated it was not intentional on your part. Therefore, I concluded under guideline #4; I determined it was due to an inadvertence on your part and the items were included on your application.

In conducting the background investigation on you the following convictions were noted:

On January 18, 2012, you were convicted in Washington County, Wisconsin for a charge of Operating While Suspended.

On May 8, 2012, you were convicted of Operating While Intoxicated in Langlade County, Wisconsin.

On April 11, 2013, you were convicted of Bail Jumping in Langlade County, Wisconsin.

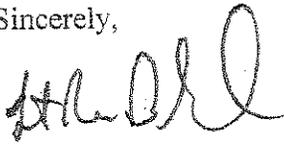
On January 13, 2015 you were convicted of Operating After Revocation in Shawano County, Wisconsin.

Engaging in bartending involves the purchase and sale of a closely regulated substance/alcohol and individuals granted an operator's license must act in cooperation with law enforcement to enforce the alcohol beverage laws, drunk driving laws and assist with minimizing disturbances of the peace and maintaining safety of the community.

Based on your background investigation, I will be recommending to the Menasha Common Council deny your request for an Alcohol Operator's License within the city of Menasha because under guideline #3 you are considered a Habitual Law Offender. The policy indicates, if you have three or more offenses stemming from separate incidents within the immediately preceding five years; you are considered a Habitual Law Offender.

The recommendation will be given to the Common Council at its next meeting on Monday, October 19, 2015, at or around 6:30 p.m.. 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 "Ron Bouchard", written in a cursive style.

Lt. Ron Bouchard
Investigative Services
Menasha Police Department

**CITY OF MENASHA
ALCOHOL OPERATORS LICENSE APPLICATION**

Establishment of Employment The Locker Room
 TEMPORARY _____ PROVISIONAL _____ REGULAR RENEWAL _____

Name Verstappen Nichole Marie
Last First Middle

Address 540 3rd St. Menasha WI 54952
Street City State/Zip Code

Phone _____
 Height _____ Weight _____ Eyes _____ Hair _____ Sex _____ Race NA

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? NO
 Have you ever been convicted of a felony? NO should be yes
 Have you ever been convicted of a misdemeanor? NO
 Have you ever been convicted of operating a motor vehicle while under the influence of an intoxicant or drug? YES, 2012
 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~~ NO

I UNDERSTAND THAT THE APPLICATION FEE WILL NOT BE RETURNED IF LICENSE IS DENIED.

SIGNATURE Richard Vepp Date 10-7-15

 Approved _____ Denied Expiration Date _____
 Chief of Police Michael B. J. Date 10/13/15
 Comments: Miss. Conviction not disclosed see phone will
Guideline 4 - Untruthful / incomplete "steal set"

REVOKED FOR VIOLATION: _____
Bail jumping 4-11-13 misd (FC)
OAR 1-13-15 misd

Please answer all yes questions from the front of this form completely! Include correct charges, date of offense, and sentence. Failure to include all information or inaccurate information may result in the denial of your application!

D.W.I. 1st offense in Langlade Co.
Convicted
paid fine
took Drivers Safety course

Dear Mayor Merkes, Common Council and Residents of the 4th District,

After careful consideration and complete support from my wife, as of today, October 7, 2015 I fully resign my position as Menasha's 4th District Alderman.

Honorable conditions at the council level, and within City Hall, have deteriorated to the point where I no longer feel the residents throughout the city are being represented with good conscience and intelligent decisions. I feel Robert's Rules of Order protocol is continually violated during common council meetings which prohibit an Alderman's ability to fully represent their constituents.

These conditions within the council, and other tactics used to get results, are not worth the effect it has on my family and my health.

It was a pleasure representing the residents of the 4th District and thank them for their support over the years. I would also like to wish all residents of Menasha well.



Mark Langdon

Date 10/7/15

RECEIVED

OCT 7 2015

CITY OF MENASHA
BY _____



MEMORANDUM

DATE: October 16, 2015
TO: Common Council
FROM: Debbie Galeazzi, City Clerk
SUBJECT: Aldermanic District Vacancy

The City is notified that Aldermanic District 4 is vacant. Generally we look to the statute 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 wished to follow
2. Under Wisconsin Statute §17.23(1)(a), 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 of April 5, 2016.

To summarize, under the default procedure set forth in Wisconsin Statute, the Common Council appoints a person to serve the vacant district until the next election, which will be April 5, 2016.

The City of Menasha does not have Council rules establishing how a vacant aldermanic district shall be filled. Previously the Council has advertised for the position, interviewed applicants, and appointed for the unexpired term.

Wednesday, October 15, 2015

1 of 4

To whom this letter may concern,

Hello! My name is Dana Akers and I am writing you in regards to my bartending license. On August 3rd, 2015 in the town of Menasha, I received a denial letter. The purpose of my letter is to ask you to please reconsider. I was told this would be a helpful letter so I hope you find all the questions and answers you're looking for.

My first time in a gas station environment in which I found to be enjoyable. After weeks of working, I had obtained a certification for a approved Wisconsin Alcohol/Seller/Server course. At that time, I had found myself denied of. In honesty, I was offended of the denial. Offended by being considered a habitual offender. I thought there was no overturn in the denial. I was also upset when finding out the reasoning behind my denial. After letting my place of employment know about the denial, I was informed to go to the meetings. I did try to obtain all the information I needed and unfortunately I was unable to get that information and off with timing. I denied a reposition to Neenah where alcohol cannot be sold. That was my last known work place.

I now understand. A person with multiple convictions, that has had two or more, within a short time period are considered to be a habitual offender. In my situation,

2 of 4

my opinion on this is kind of a shame. As previously stated, being upset for my convictions stated for my denial. There were four violations stated:

- Operating while Suspended 2010
- Operating while intoxicated 2011
- Operating after revocation 2011
- Disorderly Conduct 2012

My violations are almost four years old. They have been closed, paid, attached with a lesson learned.

I have sense then, got my first speeding ticket. My convictions are all traffic related. Let's be honest, a disorderly conduct can be so many things. You ask why it has taken so long to get here now?

In these two small past months, my personal life walked the block many times. What also was being consuming was the other side of it. I decided I had to do what I had to do to get my license.

It all starts with me stopping into Menasha Police Department. From there I was sent to city hall. City hall sends me back to Menasha Police Station who is now closed. Later in my return, I was told to contact an elderman? What do you know, wrong number. After calling the correct elderman, he told me to call the city clerk. After calling Menasha

non emergency, I got the number, which has now lead me to wait for the court process.

Out of my job? Denied social security. My family and I were struck behind from another driver, soon after they -BAWK- repossessed my car. Within these last three months of today's dated letter, I had a miscarriage, and the doctors believed I was now having an ectopic pregnancy. Thankfully after nervous time waiting, I was told my third child is due to be born June 3, 2016. Even today, October 13th and I have been released from the emergency room. I had a abscess in my WHITE arm, in my armpit, that had to be cut open.

After all of this and god knows what more, I cannot let the road feel at end. I cannot think that my goals, dreams, and wishes stop at a denial to sell alcohol after passing the course. Especially after completing some college credits for hotel and restaurant management. I cant think that my mission in life, cannot go any farther than this! I belong somewhere, helpful to people for something and all around that would be helpful for myself in so many ways. I'm sure as well. I even feel I am risking myself to a work place with a high vulnerability to have such criminal

4 of 4

actually. Whether or not I get my job back is irrelevant to me. It's something that feels important to me. If I have now become understanding of the situation and ask that you could be understanding in reconsidering my presence.

Thank You

Sincerely

Rana Shas

32 Five Oaks Drive
Menasha, WI 54952
920-215-6013
10.13.15



To: Menasha Common Council
From: Jenny Groeschel and Ginger Tralongo, Police Records
RE: Beverage Operator License (Bartender) Applicants
Date: July 30, 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:

Bonnie Gosz
Christian Bunno
Ashley Wood
Shafiq Ur Rehman
Shelly Rasmussen
Jessica Hitchcock
Scott Conant
Mikayla Kohls

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) (Second letter Jenny sent out to Thomas, also, attached.)

Dana Akers

Cc: Chief Styka

CITY OF MENASHA
ALCOHOL OPERATORS LICENSE APPLICATION

Establishment of Employment Midway Marathon
TEMPORARY PROVISIONAL REGULAR RENEWAL

Name Akers Dana Lee
Last First Middle

Address 32 Five Oaks Drive Menasha WI 54952
Street City State/Zip Code

Phone _____

Height _____ Weight _____ Eyes _____ Hair _____ Sex _____ Race _____

Birth Date _____ Age _____ Birthplace _____

Scars, Marks, Tattoos _____

Drivers License No. _____ State of Issue _____

Expiration Date _____

NOTE: A license may be denied if applicant fails to provide accurate information or if the information is incomplete! Please read this section carefully.

Please explain all yes answers completely on the back of this form!

Do you currently have any criminal charges pending against you? NO

Have you ever been convicted of a felony? NO

Have you ever been convicted of a misdemeanor? Yes

Have you ever been convicted of operating a motor vehicle while under the influence of an intoxicant or drug? Yes

Have you ever been convicted of any law, statute, or ordinance pertaining to the use or sale of alcohol (including drinking alcohol underage)? Yes

Have you ever been convicted of any law, statute, or ordinance pertaining to the possession, use, or sale of illegal drugs? NO

Have you ever been convicted of a criminal traffic offense? Yes

I UNDERSTAND THAT THE APPLICATION FEE WILL NOT BE RETURNED IF LICENSE IS DENIED.

SIGNATURE [Signature] Date 7-20-15

Approved _____ Denied [Signature] Expiration Date _____
Chief of Police [Signature] Date 7/21/15

Comments: _____

REVOKED FOR VIOLATION: _____



July 22, 2015

Dana Lee Akers
32 Five Oaks Dr.
Menasha, WI 54952

Re: City of Menasha Alcohol Operators License Application

Dear Ms. Akers,

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

On October 19, 2010 you were convicted of Operating While Suspended in the Village of Kimberly Municipal Court.

On June 8, 2011 you were convicted of Operating While Intoxicated in Outagamie County.

On November 8, 2011 you were convicted of Operating After Revocation in Outagamie County.

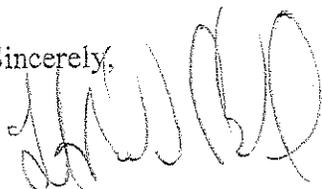
On March 29, 2012 you were convicted of Disorderly Conduct through the Town of Menasha Police Department Municipal Court.

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 August 3, 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 "Ron Bouchard", written in a cursive style.

Lt. Ron Bouchard
Investigative Services
Menasha Police Department

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, August 3, 2015
MINUTES

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Keehan

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, ASD Steeno, PRD Tungate, PHD McKenney, LD Lenz, Clerk Galeazzi

D. PUBLIC HEARING

None

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

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

Kathy Stahl, 44 DePere Street, Menasha. 1) Enforcement of illegal alcohol consumption at Jefferson Park and leaving refuse behind; 2) traffic cameras.

Rep. Amanda Stuck. Wisconsin State Budget.

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. [Administration Committee, 7/20/15](#)
- b. [Board of Public Works, 7/20/15](#)
- c. [Library Board, 7/16/15](#)
- d. [NMFR Joint Finance and Personnel Committee, 7/28/15](#)
- e. [NMFR Joint Fire Commission, 7/29/15](#)
- f. [Neenah-Menasha Sewerage Commission, 6/23/15](#)
- g. [Plan Commission, 7/21/15](#)
- h. [Redevelopment Authority, 7/15/15](#)
- i. [Winnebago County Joint Review Board, 7/16/15](#)

Communications:

- j. [ASD Steeno, 7/30/15; Human Resources Coordinator-Hiring Announcement](#)
- k. [K-9 Fundraiser Memorial Golf Outing on 9/11/15](#)
- l. [First Annual Menasha Corny Community Walk on 8/13/15](#)
- m. [Menasha Police Benevolent Assn., 7/24/15; Benevolent Purchase Supporting the K-9 Unit](#)
- n. [DPW Radtke, 7/30/15; Manitowoc Road Trail Project Rescheduled to 2016](#)
- o. [Ayres Associates, 7/23/15; Public Involvement Meeting-Proposed Reconstruction of Lake Park Rd.](#)

Moved by Ald. Benner seconded by Ald. Langdon to received Minutes and Communications A-O.

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 placed 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, 07/20/15.](#)

Administration Committee, 07/20/15 – Recommends the Approval of:

2. [Site Assessment Grant Agreement between the Wisconsin Economic Development Corporation \(WEDC\) and City of Menasha, and Development Agreement for Receipt and Reimbursement of SAG Grant Funds Agreement Between the City of Menasha and Warehousing of Wisconsin \(WOW\) Logistics.](#)

Board of Public Works, 07/20/15 – Recommends the Approval of:

3. [Street Use Application – Otto Grunski Runski; Saturday, August 8, 2015; 6:00 m – 11:00 AM \(City of Menasha\).](#)
4. [Payment – Janke General Contractors; Gilbert Riverfront Trail; Contract No. 2014-03; \\$51,675.49 \(Payment No. 4\).](#)
5. [Payment – Janke General Contractors; Gilbert Trestle Improvements; Contract No. 2014-04; \\$20,045.00 \(Payment No. 2\).](#)
6. [Payment – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Asphalt Pavement, Storm Sewer – Southfield West/Natures Way Subdivision Streets, Baker Farm VI Subdivision Streets, River Lea Court, Broad Street, Ida Street, Manitowoc Street and Lincoln Street; Contract No. 2015-01; \\$283,358.37 \(Payment No. 2\).](#)

Plan Commission, 7/21/15 – Recommends the Approval of:

7. [Third Street/Brighton Drive Greenspace Alterations as proposed.](#)

NMFR Joint Finance and Personnel Committee, 7/28/15 – Recommends the Approval of:

8. [Authorize hiring one firefighter subject to the retirement of an existing employee on September 4, 2015.](#)
9. [The modification to item 4.01 Budget and Cost Distribution Formula of Neenah-Menasha Fire Rescue's Merger Agreement and change this from a five part formula to a four part formula that would eliminate the square footage of buildings portion from the formula as outlined in Director Steeno's memo dated July 23, 2015.](#)
10. [The purchase of the SABER 28574 from Pierce Manufacturing for \\$387,000 with an additional \\$20,000 for equipment for a total cost of \\$407,000. Each City Finance Director shall give information to their respective Common Council on funding sources available for each of their Cities for this unbudgeted purchase prior to each Common Council's approval.](#)

Ald. Langdon requested to remove items 7 & 10 from Consent Agenda. Ald. Taylor requested to remove item 9 from Consent Agenda. Ald. Nichols requested to remove item 2 from Consent Agenda.

Moved by Ald. Benner seconded by Ald. Nichols to approve Consent Agenda items 1, 3, 4, 5, 6, 8.
Motion carried on roll call

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Nichols seconded by Ald. Langdon to approve Consent Agenda item 2, SAG Agreement between WEDC and City of Menasha and Development Agreement for Receipt and Reimbursement of SAG Funds Agreement between the City of Menasha and WOW Logistics.

CA Captain explained language changes to the Development Agreement request by WOW.

Moved by Ald. Nichols seconded by Ald. Langdon to amend to include in Development Agreement the language: *The timing of developing improvements on the property will be determined by the needs of WOW in accordance with the needs for expansion by its tenants occupying the adjoining property.*

Motion to amend carried on roll call 6-0.

Original motion as amended carried on roll call 6-0.

Moved by Ald. Taylor seconded by Ald. Zelinski, to refer Consent Agenda item 7, Third Street/Brighton Drive Greenspace Alterations as proposed to Parks & Recreation Board and Utility Commission.

General discussion ensued on property being considered a park, stabilizing shore wall, input from Parks and Utilities, parking issues, maintenance of property, classifying dead-end streets as parks, scheduling of Public Works crew to work on project.

Motion carried on roll call 6-0.

Moved by Ald. Benner seconded by Ald. Langdon to approve Consent Agenda item 9, Modifications to item 4.01 Budget and Cost Distribution Formula of Neenah-Menasha Fire Rescue's Merger Agreement and change this from a five part formula to a four part formula that would eliminate the square footage of buildings portion from the formula as outlined in Director Steeno's memo dated July 23, 2015.

ASD Steeno explained the fifth part of the formula is square footage of buildings and the inability of staff to provide the information required.

General discussion ensued on gathering square footage information of residential and commercial structures, lack of resources to provide square footage information, other factors of formula.

Motion carried on roll call 6-0.

Moved by Ald. Benner seconded by Ald. Nichols to approve Consent Agenda item 10, the purchase of the SABER 28574 from Pierce Manufacturing for \$387,000 with an additional \$20,000 for equipment for a total cost of \$407,000. Each City Finance Director shall give information to their respective Common Council on funding sources available for each of their Cities of this unbudgeted purchase prior to each Common Council's approval.

ASD Steeno explained as there is no funding source available the Council would need to do a formal budget amendment as this was not included in the 2015 budget and the borrowing for the year has been completed. She recommends including this item in the 2016 financing plan.

General discussion ensued on other funding sources, issues with truck being replaced, maintenance of vehicles, proposed replacement schedule.

Moved by Ald. Zelinski seconded by Ald. Langdon to postpone to next regular Common Council meeting.

Motion carried on roll call 6-0.

I. ACTION ITEMS

1. [Accounts payable and payroll for the term of 07/21/15 to 07/30/15 in the amount of \\$1,168,081.86.](#)

Moved by Ald. Taylor seconded by Ald. Langdon to approve accounts payable and payroll.

Motion carried on roll call 6-0.

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

Moved by Ald. Nichols seconded by Ald. Langdon to approve beverage operator's license applications as list in memo dated 7/30/15.

Motion carried on roll call 6-0.

3. Possible Motion to Reconsider – Denial of Beverage Operator's License Application.

CA Captain explained Mr. Neville did not receive the denial notice as there was an issued with the mailing and he is asking to appeal the decision of the Council.

Moved by Ald. Krautkramer seconded by Ald. Langdon to reconsider motion to deny beverage operator's license application of Thomas Neville.

Motion carried on roll call 6-0.

The original motion of 7/20/15; Moved by Ald. Nichols seconded by Ald. Keehan to deny beverage operator's license application for Thomas Neville as he does not meet the criteria under Guidelines for Operator Licenses.

Unanimous consent to hear from Mr. Neville.

Mr. Neville explained his situation to the Council and he asked Council to approve his beverage operator's license application.

Mr. Neville answered CA Captain's questions on the convictions he has received over the past three year.

Original motion to deny carried on roll call 6-0.

Moved by Ald. Nichols seconded by Ald. Langdon to deny beverage operator's license application for Dana Akers as she does not meet the criteria under Guidelines for Operator Licenses.
Motion carried on roll call 6-0.

4. [Accept Wisconsin Economic Development Corporation \(WEDC\) CDI Grant for Menasha Office Tower.](#)

Moved by Ald. Nichols seconded by Ald. Langdon to accept Wisconsin Economic Development Corporation (WEDC) CDI Grant for Menasha Office Tower.

Motion carried on roll call 6-0.

5. [Development Agreement Between the City of Menasha and Woodland Developments, LLC.](#)

Moved by Ald. Nichols seconded by Ald. Langdon to approve Development Agreement between the City of Menasha and Woodland Developments, LLC.

CDD Keil explained request of Mr. Hagen to extend timeline of development to 2021. He also explained the provision of trail notification is part of the Development Agreement.

General discussion ensued on the procedure used for notifying the property owner of trail installation, extension of timeline of development to 2021.

Unanimous consent to hear from Mr. Hagens.

Mr. Hagens addressed the Council on his procedure for notification to property owner of the trail installation. He also explained his request to extend the timeline for development.

Moved by Ald. Nichols seconded by Ald. Langdon to amend to include title policy provision in paragraph 8 and to change date to September 1, 2021 in paragraph 10 of the Development Agreement.

Motion on amendment carried on roll call 6-0.

General discussion ensued on condition of surrounding property, type of homes to be constructed on the subject property.

Original motion carried on roll call 6-0.

6. [Amendment to Listing Contract with Newmark Grubb Pfefferele for 901 Airport Road.](#)

Moved by Ald. Nichols seconded by Ald. Langdon to approve amendment to Listing Contract with Newmark Grubb Pfefferele for 901 Airport Road.

Motion carried on roll call 6-0.

7. [Transfer of City Property to Menasha Downtown Development, LLC \(Part of Marina Place Parking Lot\).](#)

Moved by Ald. Nichols seconded by Ald. Langdon to authorize conveyance of a portion of Marina Place parking lot to Menasha Downtown Development, LLC with a purchase price of \$1.00 and subject to reservation of public use and other conditions as described in paragraph 2.8 of the Development Agreement between the parties.

CA Captain explained the transfer of the property is in accordance with the Development Agreement with Menasha Downtown Development, LLC that has already been approved. Any amendments would require a change to the development agreement.

Motion carried on roll call 5-1. Ald. Zelinski voted no.

J. ORDINANCES AND RESOLUTIONS

None

K. APPOINTMENTS

None

L. HELD OVER BUSINESS

None

M. CLAIMS AGAINST THE CITY

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

Kathy Stahl, 44 DePere Street, Menasha. Other factors to consider if making street dead ends park property.

O. ADJOURNMENT

Moved by Ald. Taylor seconded by Ald. Langdon to adjourn at 8:26 p.m.

Motion carried on voice vote.

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

Greg Keil
Director of Community Development
City of Menasha
140 Main Street
Menasha, WI 54952-3151

September 3, 2015

Re: Midway Crossing Development
BFT Investments, LLP Street Vacation Request

Dear Community Development & Common Council:

I (BFT Investments, LLP "BFT") was/am the developer of the Midway Crossing Development located on the southeast corner of Oneida Street and Midway Road. I currently am one-third partner of BFT which owns the approximate 14 acres of vacant land remaining within Midway Crossing Development. BFT is the owner of all of the land adjacent to the section(s) of the street to be vacated. BFT is the owner of more than one-third of the land within 2,650 feet of the portion to be vacated.

BFT has entered into an offer to sell approximately 7.75 acres to Commercial Horizons for the development of a Festival Foods Grocery Store.

BFT fully supports Commercial Horizons request to vacate the portion of the street known as Midway Crossing that would be within the property that they will purchase, as illustrated in their proposed site plan. The proposed site plan and legal description of said street portion to be vacated has been prepared and submitted by Martenson & Eisele, Inc.

This proposed development is one of the highest in best uses both today and in the future, for the Midway Crossing Development. It also provides a great service to the residents and fits in with the character of the other uses within Midway Crossing and the surrounding area. Furthermore, the Festival Foods development will increase the demand and speed up the development of the remaining lots within Midway Crossing Development as well as the available land going south along Oneida Street and Province Terrace.

Sincerely,

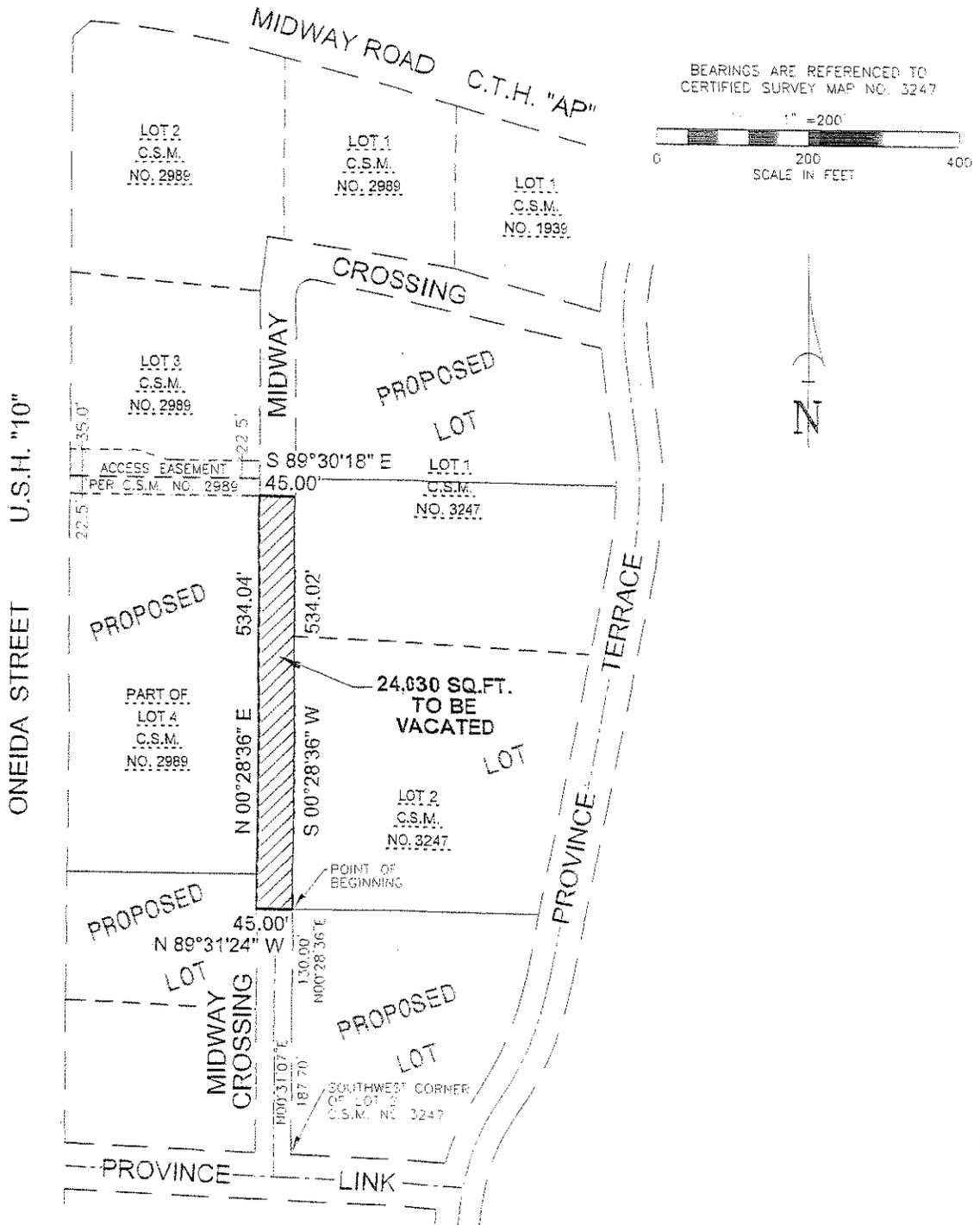
DRIFKA GROUP INC.



Robert E. Drifka
RED

STREET VACATION

PORTION OF MIDWAY CROSSING, PREVIOUSLY DEDICATED ON CERTIFIED SURVEY MAP NO. 3247, LOCATED IN THE SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHWEST 1/4, SECTION 7, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN.



Martenson & Eisele, Inc.



1377 Midway Road
Menasha, WI 54952
www.martenson-eisele.com
info@martenson-eisele.com
920.731.0381 1.800.236.0381

Planning
Environmental
Surveying
Engineering
Architecture

DATE: SEPTEMBER 2, 2015

PROJECT NO. 1-0703-001
FILE 1-0703-001Stvac.dwg SHEET 1 OF 2
THIS INSTRUMENT WAS DRAFTED BY A. Seier

STREET VACATION

LEGAL DESCRIPTION

PORTION OF MIDWAY CROSSING, PREVIOUSLY DEDICATED ON CERTIFIED SURVEY MAP NO. 3247, LOCATED IN THE SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHWEST 1/4, SECTION 7, TOWNSHIP 20 NORTH, RANGE 18 EAST, CITY OF MENASHA, CALUMET COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF LOT 2 OF SAID CERTIFIED SURVEY MAP NO. 3247; THENCE NORTH 00 DEGREES 31 MINUTES 07 SECONDS EAST, ALONG THE EAST RIGHT-OF-WAY LINE OF MIDWAY CROSSING, A DISTANCE OF 187.70 FEET; THENCE NORTH 00 DEGREES 28 MINUTES 36 SECONDS EAST, CONTINUING ALONG THE EAST RIGHT-OF-WAY LINE OF MIDWAY CROSSING, A DISTANCE OF 130.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 89 DEGREES 31 MINUTES 24 SECONDS WEST, A DISTANCE OF 45.00 FEET; THENCE NORTH 00 DEGREES 28 MINUTES 36 SECONDS EAST, ALONG THE WEST RIGHT-OF-WAY LINE OF MIDWAY CROSSING, A DISTANCE OF 534.04 FEET; THENCE SOUTH 89 DEGREES 30 MINUTES 18 SECONDS EAST, A DISTANCE OF 45.00 FEET; THENCE SOUTH 00 DEGREES 28 MINUTES 36 SECONDS WEST, ALONG THE EAST RIGHT-OF-WAY LINE OF MIDWAY CROSSING, A DISTANCE OF 534.02 FEET TO THE POINT OF BEGINNING. CONTAINING 24,030 SQUARE FEET.

Martenson & Eisele, Inc.



1377 Midway Road
Menasha, WI 54952
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920.731.0381 1.800.236.0381

Planning
Environmental
Surveying
Engineering
Architecture

DATE: SEPTEMBER 3, 2015

PROJECT NO. 1-0703-001

FILE 1-0703-001stvac.dwg SHEET 2 OF 2

THIS INSTRUMENT WAS DRAFTED BY A. Seider

Resolution R-35-15

A RESOLUTION APPROVING A 2015 BUDGET ADJUSTMENT FOR THE PURCHASE OF LAND TO REPLACE PARKING DISPLACED BY THE CONSTRUCTION OF THE PARKING RAMP WITHIN THE BROAD STREET PARKING LOT AND THE ACCOMPANYING BORROWING TO BE INCLUDED WITHIN THE 2016 CAPITAL IMPROVEMENT PROGRAM BORROWING

Introduced by Mayor Merkes.

WHEREAS, The City of Menasha did not include the purchase of land in the 2015 Capital Improvement Program Budget to replace parking spaces displaced by the construction of the parking ramp in the Broad Street Parking Lot; and

WHEREAS, The Common Council approved an amendment to the development agreement with McClone Downtown Development, LLC that obligates the City of Menasha to provide 120 parking spaces in the Chute Street, Germania Hall and/or Broad Street parking lots, or at any other location as may be mutually agreeable to McClone Downtown Development, LLC and the City of Menasha; and

WHEREAS, The City of Menasha has entered into a purchase agreement for a portion of the Germania Hall parking lot in the amount of \$290,000;and

WHEREAS, The City of Menasha has already executed its 2015 Capital Improvement Program Borrowing and will need to include the purchase of a portion of the Germania Hall parking lot with the 2016 Capital Improvement Program borrowing.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Common Council that staff is hereby authorized and directed to complete the following: (1) to amend the 2015 Capital Improvement Program Budget to include the purchase of land for parking purposes in the amount of \$290,000, and (2) to execute a borrowing with the State Trust Fund Loan Program, as part of the 2016 Capital Improvement Plan borrowing, to fund the purchase.

Passed and approved this _____ day of October, 2015.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, Clerk

ORDINANCE O-16-15

AN ORDINANCE AMENDING TITLE 11, CHAPTER 2
OF THE CODE OF ORDINANCES
(Residential Outdoor Lighting)

Introduced by Alderman Zelinski and Alderman Taylor.

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

SECTION 1: Amend Title 11, Chapter 2 of the Code of Ordinances of the City of Menasha, Wisconsin, by creating Sec.11-2-16, as follows:

Title 11 – Offenses and Nuisances

CHAPTER 2

Offenses Against Public Safety and Peace

...

SEC. 11-2-16 RESIDENTIAL OUTDOOR LIGHTING.

- (a) **PURPOSE.** To minimize “light trespass” or “obtrusive light,” or more specifically to regulate and reduce any nuisance by caused artificial illumination of property and buildings; to mitigate the impact on ecosystems; to promote the safety and welfare of citizens by restricting glare producing sources of light; and generally establish proper levels of lights.
- (b) **APPLICABILITY.** This ordinance applies to all exterior lights installed, erected or maintained on residential parcels.
- (c) **LIGHT TRESPASS.** Any exterior mounted light at a property zoned residential is prohibited except:
 - (1) If the light fixture is mounted below an eave which is not higher than 12 feet from the ground of any structure on the property and the total fixture output measurement is less than 2000 lumens.
 - (2) If the light fixture is mounted below an eave which is higher than 12 feet from the ground of any structure on the property and the total fixture output measurement exceeds 2000 lumens then the light must be fully shielded to prevent glare and be directed no more than 45 degrees above straight down.
 - (3) Any light mounted to a pole below the level of the eave of the primary structure.
 - (4) Any light mounted to a pole above the level of the eave of the primary structure which is service by a public utility company.
 - (5) Landscape lighting less than 2000 lumens per lighting fixture.

SECTION 2: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this day of , 2015.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

The Wisconsin Model Exterior Lighting Ordinance

March 2003

Introduction –

A lighting ordinance is how a community expresses its expectation for quality lighting. If it is well written, implemented and enforced, the amount of improvement that can be achieved for most communities is phenomenal. Effective shielding standards, as recommended in this model ordinance, can reduce the amount of light escaping into the sky by fifty percent or more, compared to typical unregulated lighting practice. In the majority of cases, these shielding standards will also virtually eliminate glare. In applications where over-lighting has become a common practice (e.g. service station canopies and parking lots), the overall lighting limits recommended in *The Wisconsin Model Exterior Lighting Ordinance*, expressed as “lumens per acre caps”, will reduce unnecessary lighting, glare and stray light by even greater amounts.

Quality lighting returns a sense of balance to the night, and gives a hospitable appearance to our towns and cities when the sun goes down. Quality lighting brings other substantial benefits as well. Lack of glare and excessive illumination improve visibility, especially to the aging eye. Elimination of wasted light saves money, energy and resources, and reduces air pollution, water pollution and carbon dioxide emissions caused by energy production and resource extraction.

Unlike other forms of pollution, the elimination of light pollution in all its forms actually saves money. Quality lighting costs less than bad lighting, everyone wins when lighting is done right. All of us live under the sky, and all of us need quality exterior lighting. Careless use of exterior lighting damages the nighttime environment for everyone, often decreasing security and safety and creating hazards and distraction where none existed without the lighting.

Using the Wisconsin Model Exterior Lighting Ordinance –

The *Wisconsin Model Exterior Lighting Ordinance* does not intend to offer a single solution, appropriate for all communities or situations. It offers instead a guide describing issues relevant to the control of the obtrusive aspects of exterior lighting, and a list of effective regulatory language to mitigate these aspects. The Ordinance is intended for use by a community of any size seeking to write a new, or update an existing, lighting ordinance.

Before modifications are attempted to conform your existing ordinance to the *Model Ordinance* (or any other codes you may be using as guides) the ordinance must be understood. Any ordinance prescribing something as complex and diverse as lighting practices will naturally be somewhat complicated. Complicated ordinances can be difficult ordinances - difficult to understand and difficult to apply, demanding considerable and perhaps unexpected resources of communities.

Good lighting ordinances recognize these facts, and seek approaches to the issues that are as simple to understand and apply as is possible while maintaining effectiveness practicality, enforcement and cost. *The Wisconsin Model Lighting Ordinance* is intended as a guide to writing an ordinance suitable to your community. Issues and priorities will be different in every community, and the ordinance must be adapted to meet your community's needs and desires.

Ordinance Section Explanations

X-X-2 Purpose and Intent

This section sets out the purpose of the lighting ordinance, briefly describing the problems that are to be addressed. In some jurisdictions, this section has been used as an introduction to the general issues of light pollution. If there are explanations desired for the specific approaches or details within the ordinance, they may be worked in to this section.

X-X-3 Conformance with Applicable Codes

A lighting ordinance does not stand alone. Many other state and local codes and ordinances apply to the actions described within it. This section states that the lighting ordinance must be consistent with the provisions of those other codes and ordinances.

X-X-4 Applicability

This is an important section, defining the types of lighting the ordinance will apply to. For example, the ordinance also exempts public roadway lighting. An exemption for public roadway lighting is a practical issue related to the detailed specifications often used for such lighting, which are usually addressed by engineering standards.

The ordinance also exempts certain fixtures containing lamps below a specified output level. This provision seeks to simplify the application of the ordinance by avoiding restrictions and evaluation of such fixtures, which are regarded as having minimal obtrusive impacts even if they are poorly utilized. Existing lighting such lighting is said to be "grandfathered", though the ordinance does require conformance of all lighting after a period of ten years.

X-X-5 Shielding and Total Exterior Light Output Standards

This is the principle section defining lighting standards. Exterior lighting is tremendously diverse, with thousands of users and thousands of designs. Individuals have many ideas of how to light and what lighting is for, thus the ordinance is careful to regulate the impacts of lighting without restricting its use. Lumens per acre limits for commercial areas, or lumens per parcel limits for residential agricultural areas are used to control overall brightness.

X-X-6 Outdoor Advertising Signs

Most civil regulations affecting signage will be contained in a Sign Ordinance, and coordinating the lighting aspects of signage addressed in the Exterior Lighting Ordinance with the Sign Ordinance is essential. It is a good idea to include a reference within the sign ordinance to this section of the lighting ordinance. Lighting of signs is an important lighting issue. After area lighting, commercial sign lighting is one of the largest sources of light in commercial districts. The uplift, glare, and aesthetic impacts of signage depend very strongly on the design of the sign and its lighting.

X-X-7 Shoreland Lighting

Many communities have commercial or residential development along bodies of water. This section provides language to control lighting for boater safety, and for the enjoyment of residents and other users.

X-X-8 Special Uses

These are relatively uncommon, mostly high-intensity lighting uses with large potential obtrusive impacts that justify special treatment. The *Model Wisconsin Exterior Lighting Ordinance* requires professional design for some, which can have cost implications. The temptation to include such technical and specific restrictions in the lighting ordinance for many uses should be resisted, since such a path can lead to inflexibility and the jurisdiction trying to specify, understand and enforce designs and specifications that professional lighting designers take years to learn.

The Ordinance requires that some special uses (athletic fields and display lots) be designed and certified after construction by a registered engineer. Though this requirement may have cost implications for such projects, the relative impact of the professional design on overall cost is usually small.

X-X-9 Submission of Plans and Evidence of Compliance

This section requires that all new and substantially altered lighting be improved prior to installation. The approval process compels the property owner to evaluate exiting lighting, the impact of new lighting, and ensure conformance with the ordinance requirements for types of lighting and illumination levels.

X-X-10 Approved Materials and Methods of Construction or Installation/Operation

This section provides a method for addressing any lighting designs or developments that have not been addressed in the ordinance. It provides a no-cost approach for innovations that otherwise would have to be addressed through the jurisdiction's variance procedures. As written here, the local planning official is suggested as most appropriate, since an official employed by the community is charged with overseeing the community's interests in evaluating the proposal.

X-X-11 Prohibitions

Beyond the lighting standards detailed in the ordinance, it is useful to address some lighting applications that may arise to improve compliance, especially in situations where permits are required. The sale of non-conforming fixtures is prohibited, ensuring that local retailers offer only fixtures that conform to the community's standards for exterior lighting.

X-X-12 Temporary Exemption

Some users of temporary lighting cannot reasonably work within the constraints of the lighting ordinance. Examples are nighttime highway construction crews and carnivals. This section provides a way to address the issues that can be addressed (e.g. highway crews can exercise care in the direction they aim the floodlights), and a way of limiting the time-span for such lighting.

X-X-13 Other Exemptions

Individual communities may have specific preferences in either controlling or exempting lighting that is not explicitly addressed in this Ordinance. Common exemptions have been included in this section.

X-X-14 Definitions

Definitions in a lighting ordinance are the vocabulary of effective lighting control. The definitions included in the Wisconsin Model Exterior Lighting Ordinance have been taken from those commonly used in the lighting profession, and reflect the provision of the Ordinance.

EXTERIOR LIGHTING ORDINANCE

[This model ordinance has been modeled on several lighting ordinances enacted by Wisconsin communities. Both the UW-Extension and the International Dark Sky Association - Wisconsin Chapter support the efforts of communities to improve the quality of the nighttime environment and save energy through regulation of exterior lighting.]

X-X-1	Title
X-X-2	Purpose and Intent
X-X-3	Conformance with Applicable Codes
X-X-4	Applicability
X-X-5	Shielding and Total Outdoor Light Output Standards
X-X-6	Outdoor Advertising Signs
X-X-7	Shoreland Lighting
X-X-8	Special Uses
X-X-9	Submission of Plans and Evidence of Compliance with Ordinance, Subdivision Plats
X-X-10	Approved Materials and Methods of Construction or Installation/Operation
X-X-11	Prohibitions
X-X-12	Temporary Exemption
X-X-13	Other Exemptions
X-X-14	Definitions
X-X-15	Enforcement, Penalties and Remedies

Sec. X-X-1 Title.

This Chapter shall be known as The [municipality name] Exterior Lighting Ordinance

Sec. X-X-2 Purpose and Intent.

It is the intent of this Ordinance to define practical and effective measures by which the obtrusive aspects of excessive and/or careless outdoor light usage can be minimized, while preserving safety, security and the nighttime use and enjoyment of property. These measures will curtail the degradation of the nighttime visual environment by encouraging lighting practices that direct appropriate amounts of light where and when it is needed, increasing the use of energy-efficient sources, and decreasing the wastage of light and glare resulting from over-lighting and poorly shielded or inappropriately directed lighting fixtures.

Sec. X-X-3 Conformance with Applicable Codes.

All outdoor illuminating devices shall be installed in conformance with the provisions of this Ordinance, the Building Code, the Electrical Code, and the Sign Code of the jurisdiction as applicable, and under appropriate permit and inspection.

Sec. X-X-4 Applicability.

- (a) **New Uses, Buildings and Major Additions or Modifications.** For all proposed new land uses, developments, buildings, and structures that require a permit, all outdoor lighting fixtures shall meet the requirements of this Ordinance. All building additions or modifications of twenty-five (25) percent or more in terms of additional dwelling units, gross floor area, or parking spaces, either with a single addition or with cumulative additions subsequent to the effective date of this provision, shall invoke the requirements of this Ordinance for the entire property, including previously installed and any new outdoor lighting. Cumulative modification or replacement of

- outdoor lighting constituting twenty-five (25) percent or more of the permitted lumens for the parcel, no matter the actual amount of lighting already on a non-conforming site, shall constitute a major addition for purposes of this section.
- (b) **Minor Additions.** Additions or modifications of less than twenty-five (25) percent to existing uses, as defined in Section (a) above, and that require a permit, shall require the submission of a complete inventory and site plan detailing all existing and any proposed new outdoor lighting. Any new lighting on the site shall meet the requirements of this Ordinance with regard to shielding and lamp type. The total outdoor light output after the modifications are complete shall not exceed that on the site before the modification, or that permitted by this Ordinance, whichever is larger.
 - (c) **Resumption of Use After Abandonment.** If a property or use with non-conforming lighting is abandoned as defined below, then all outdoor lighting shall be reviewed and brought into compliance with this Ordinance before the use is resumed.
 - (d) **Existing Uses and Buildings.** After a period of ten years from the date of enactment of this Ordinance, any lighting in place prior to the enactment date shall come under the provisions of the Ordinance.
 - (e) **Roadways.** Municipal lighting for public roadways is exempt from the provisions of this Ordinance.

Sec. X-X-5 Shielding and Outdoor Lighting Standards.

- (a) All nonexempt outdoor lighting fixtures shall be fully shielded.
- (b) All nonexempt outdoor lighting fixtures shall be placed so as to not cause light trespass or glare beyond the property boundary.
- (c) Any lamp installed on a residential property must be shielded such that glare from the lamp is not directly visible from any other residential property.
- (d) All nonexempt outdoor lighting fixtures shall be of a type and placed so as to not allow any light above the horizontal, as measured at the luminaire.
- (e) Flood or spot lamps must be fully shielded and aimed no higher than 45 degrees above straight down (half-way between straight down and horizontal) when the source is visible from any off-site residential property or public roadway.
- (f) Seasonal decorations using typical unshielded low-wattage incandescent lamps shall be permitted from November 10 through January 30.
- (g) All lighting for commercial, industrial and any other non-residential activities, shall be extinguished between 11:00 p.m. (or when the business closes, whichever is later) and sunrise. Security lighting for these establishments shall conform with the other provisions of this ordinance.
- (h) Each residential single-family detached home or duplex is allowed up to 5,500 total lumens per parcel. Agricultural enterprises are allowed up to 25,000 lumens per parcel. Commercial/industrial or business uses shall not exceed 70,000 lumens per acre.
- (i) All light fixtures that are required to be shielded shall be installed and maintained in such a manner that the shielding is effective as described herein for fully-shielded fixtures.
- (j) Beyond the shielding requirements of this Ordinance, all light fixtures shall be located, aimed or shielded so as to minimize stray light trespassing across property boundaries.
- (k) Multi-use lighting must conform to the shielding and timing restrictions, if any, that apply to the most restrictive included use.

Sec. X-X-6 Outdoor Advertising Signs.

- (a) External illumination for signs shall conform to all provisions of this Ordinance. All upward-directed sign lighting is prohibited.
- (b) Internally illuminated and neon signs.
 - (1) Outdoor internally-illuminated advertising signs must either be constructed with an opaque background and translucent text and symbols, or with a colored (not white, off-white, light gray, cream or yellow) background and generally lighter colored text and symbols. Lamps used for internal illumination of such signs shall not be counted toward the lumen cap.
 - (2) Neon signs shall be treated as internally illuminated signs for the purposes of this Ordinance, and shall not have their luminous outputs counted toward the lumen cap. Neon lighting extending beyond the area considered to be the sign area (as defined in the appropriate Sign Code) shall conform to all provisions of this Ordinance. In particular, such lighting shall be treated as decorative lighting and shall conform to the lumen cap.
 - (3) Other internally-illuminated panels or decorations not considered to be signage according to the appropriate sign code (such as illuminated canopy margins), shall be considered decorative lighting, and shall be subject to the standards applicable for such lighting, including but not limited to the lamp source, shielding standards and lumens per acre cap.
- (c) Illumination for all advertising signs, both externally and internally illuminated, shall be turned off at the curfew times listed herein or when the business closes, whichever is later. Signs subject to curfews are required to have functioning and properly adjusted automatic shut-off timers. Light background (white, off-white, light gray, cream or yellow) internally illuminated signs, installed legally before enactment of this Ordinance, may continue to be used and illuminated but must conform to the curfews as indicated below.

ILLUMINATED SIGN CURFEWS

<u>Sign Type and Land Use Zone (1)</u>	<u>Time</u>
Commercial and Industrial Zoning	
Opaque Background	12 a.m.
Colored Background	12 a.m.
Light Background	10 p.m.
All Residential Zoning	
Opaque Background	11 p.m.
Colored Background	11 p.m.
Light Background	8 p.m.

Sec. X-X-7 Shoreland Lighting.

The purpose of this section is to minimize light pollution of the shoreland environment without significantly inhibiting safety and security.

- (a) This section applies to all lighting on berthing structures, piers or docks or designed to illuminate those structures. Light fixtures which do not conform to these provisions may be allowed with a conditional use permit upon a showing of special circumstances affecting safety, security, or general public interest. Non-conforming lighting in existence on the effective date of this section must be brought into compliance within five (5) years.

- (1) Flashing and rotating lights are prohibited.
- (2) Lighting inside a boathouse and intended to illuminate its interior is permitted.
- (3) Lighting on exteriors of berthing structures, piers or docks shall be fitted with opaque shields to prevent direct visibility of the lamp to persons on public waters or adjacent lands more than 50 feet beyond the berthing structure.
- (4) Lighting not mounted on a berthing structure, piers or docks but designed to illuminate such a structure or its immediate vicinity shall comply with subparagraph 3 above.
- (5) Lighting installed on, or intended to illuminate, seasonally-used berthing structures, piers or docks shall be turned off when not required for safety or security.
- (6) Public marinas may install illuminated signs with opaque shaded or shielded lighting that provide information pertaining to applicable federal state or municipal rules and regulations relating to electrical, fueling, waste and sewage disposal or other safety and environmental matters. Such sign illumination shall not be visible from off the berth structure, piers or docks.

Sec. X-X-8 Special Uses.

(a) Recreational Facilities.

- (1) Lighting for outdoor athletic fields, courts or tracks shall be exempt from the lumens limits of this Ordinance.
- (2) Shielding: Fully shielded lighting is required for fields designed for Class III or IV levels of play (e.g. amateur or municipal league, elementary to high school, training, recreational or social levels). Facilities designed for Class I and II levels of play (e.g. college, semi-professional, professional or national levels) shall utilize luminaires with minimal uplight consistent with the illumination constraints of the design. Where fully shielded fixtures are not utilized, acceptable luminaires shall include those which:
 - a. Are provided with internal and/or external glare control louvers or lenses and installed so as to minimize uplight and offsite light trespass and glare, and;
 - b. Are installed and maintained with aiming angles that permit no greater than five percent (5%) of the light emitted by each fixture to project above the horizontal.
- (3) Illuminance: All lighting installations shall be designed to achieve no greater than the minimal illuminance levels for the activity as recommended by the Illuminating Engineering Society of North America (IESNA RP-6).
- (4) Off-site spill: The installation shall also limit off-site spill (off the parcel containing the sports facility) to the maximum extent possible consistent with the illumination constraints of the design. For Class III and IV levels, a design goal of 5 lux (0.5 fc) at any location on any non-residential property, and 1 lux (0.1 fc) at any location on any residential property, as measurable from any orientation of the measuring device, shall be sought. For Class I and II levels, a design goal of 7.5 lux (0.75 fc) at any location on any non-residential property, and 1.5 lux (0.15 fc) at any location on any residential property, as measurable from any orientation of the measuring device, shall be sought.
- (5) Certification: Every such lighting system design and installation shall be certified by a registered engineer as conforming to all applicable restrictions of this Ordinance.
- (6) Curfew: All events shall be scheduled so as to complete all activity no later than 10:30 p.m. Illumination of the playing field, court or track shall be permitted after the curfew only to conclude a scheduled event that was unable to conclude before the curfew due to unusual circumstances. Field lighting for these facilities shall be turned off within 30 minutes after the last event of the night.

(b) **Outdoor Display Lots.**

- (1) Lighting for display lots shall be exempt from the lumens per acre limits of this Ordinance.
- (2) Shielding: All display lot lighting shall utilize fully shielded luminaires that are installed in a fashion that maintains the fully shielded characteristics.
- (3) Display light lighting shall be installed such that glare from the luminaire is not visible from residential properties.
- (4) Illuminance: the display lot shall be designed to achieve no greater than the minimal illuminance levels for the activity as recommended by the Illuminating Engineering Society of North America (IESNA Rp-33).
- (5) Off-site spill: the display lot shall limit off-site spill (off the parcel containing the display lot) to a maximum of 5 lux (0.5 fc) at any location on any non-residential property, and 0.5 lux (0.05 fc) at any location on any residential property, as measurable from any orientation of the measuring device.
- (6) Certification: Every display lot lighting system design and installation shall be certified by a registered engineer as conforming to all applicable restrictions of this Ordinance.
- (7) Curfew: Display lot lighting exceeding 70,000 lumens per acre (Sec. X-X-5 (h)) shall be turned off no later than 11:00 p.m., or within thirty minutes after closing of the business, whichever is later. Lighting in the display lot after this time shall conform to all applicable restrictions of this Ordinance, including the lumens restrictions.

(c) **Service Station Canopies and Parking Structures.**

- (1) Shielding: All luminaires mounted on or recessed into the lower surface of service station canopies and Parking Structures shall be fully shielded and utilize flat lenses.
- (2) Total Under-Canopy Output: The total light output used for illuminating service station canopies, defined as the sum of all under-canopy initial bare-lamp outputs in lumens, shall not exceed 215 lumens per square meter (twenty lumens per square foot) not limited to luminaires mounted on the lower surface or recessed into the lower surface of the canopy, any lighting within signage or illuminated panels over the pumps, and is to be included toward the total at full initial lumen output.
- (3) The lumen output of lamps mounted on or within the lower surface of a canopy is included toward the lumens per acre according to the method defined in above. Other lighting located under a canopy but not mounted on or within the lower surface is included toward the lumen caps at full initial output.
- (4) Illuminance levels for the interior of parking structures, where interior lighting is visible from outside the structure, shall conform to the IESNA recommendations (RP-20)

- (d) **Generally.** All lighting not directly associated with the special use areas above shall conform to the lighting standards described in this Ordinance, including but not limited to the lamp type and shielding requirements and the lumens limits.

Sec. X-X-9 Submission of Plans and Evidence of Compliance.

- (a) **Submission Contents.** The applicant for any permit required by any provision of the laws of this jurisdiction in connection with proposed work involving outdoor lighting fixtures shall submit (as part of the application for permit) evidence that the proposed work will comply with this Ordinance. Even should no other such permit be required, the installation or modification (except for routine servicing and same-type lamp replacement) of any exterior lighting shall require submission of the information described below. The submission shall contain but shall not necessarily be limited to the following, all or part of which may be part or in addition to the information required elsewhere in the laws of this jurisdiction upon application for the required permit:
- (1) Plans indicating the location on the premises of each illuminating device, both proposed and any already existing on the site;
 - (2) Description of all illuminating devices, fixtures, lamps, supports, reflectors, both proposed and existing. The description may include, but is not limited to catalog cuts and illustrations by manufacturers (including sections where required);
 - (3) Photometric data, such as that furnished by manufacturers, or similar showing the angle of cut off of light emissions.
- (b) **Additional Submission.** The above required plans, descriptions and data shall be sufficiently complete to enable the designated official to readily determine whether compliance with the requirements of this Ordinance will be secured. If such plans, descriptions and data cannot enable this ready determination, the applicant shall additionally submit as evidence of compliance to enable such determination such certified reports of tests as will do so provided that these tests shall have been performed and certified by a recognized testing laboratory.
- (c) **Subdivision Plats.** If any subdivision proposes to have installed street or other common or public area outdoor lighting, submission of the information as described herein shall be required for all such lighting.
- (d) **Lamp or Fixture Substitution.** Should any outdoor light fixture or the type of light source therein be changed after the permit has been issued, a change request must be submitted to the designated official for approval, together with adequate information to assure compliance with this Ordinance, which must be received prior to substitution.
- (e) **Plan Review.** If the designated official determines that the proposed lighting does not comply with this Ordinance, the permit shall not be issued or the plan approved.
- (f) **Certification.** For all projects where the total initial output of the proposed lighting equals or exceeds 70,000 lamp lumens, certification that the lighting, as installed, conforms to the approved plans shall be provided by a certified engineer before the certificate of occupancy is issued. Until this certification is submitted, approval for use of a Certificate of Occupancy shall not be issued for the project.

Sec. X-X-10 Approved Materials, Construction, Installation and Operation.

The provisions of this Ordinance are not intended to prevent the use of any design, material, or method of installation or operation not specifically prescribed by this Ordinance, provided any such alternate has been approved by the designated official. The designated official may approve any such proposed alternate providing he/she finds that it:

- (1) Provides at least approximate equivalence to that applicable specific requirements of this Ordinance.
- (2) Is otherwise satisfactory and complies with the intent of this Ordinance.

Sec. X-X-11 Prohibitions.

- (a) **Sale of Non-Conforming Fixtures and Lamps.** The installation, sale, offering for sale, lease or purchase of any outdoor lighting fixture or lamp the use of which is not allowed by this Ordinance is prohibited.
- (b) **Laser Source Light.** The use of laser source light or any similar high intensity light for outdoor advertising or entertainment, when projected above the horizontal, is prohibited.
- (c) **Searchlights.** The operation of searchlights for advertising purposes is prohibited.
- (d) **Outdoor Advertising Off-Site Signs.** Illumination of outdoor advertising off-site signs is prohibited.

Sec. X-X-12 Temporary Exemption.

- (a) **Request; Renewal; Information Required.** Any person may submit, on a form prepared by the jurisdiction, to the designated official, a temporary exemption request. The request shall contain the following information:
 - (1) Specific Ordinance exemption(s) requested;
 - (2) Duration of requested exemption(s);
 - (3) Proposed location on premises of the proposed light fixture(s);
 - (4) Purpose of the proposed lighting;
 - (5) Information for each luminaire and lamp combination as required herein;
 - (6) Previous temporary exemptions, if any, and addresses of premises thereunder;
 - (7) Such other data and information as may be required by the designated official.
- (b) **Approval; Duration.** The designated official shall have five (5) business days from the date of submission of the request for temporary exemption to act, in writing, on the request. If approved, the exemption shall be valid for not more than thirty (30) days from the date of issuance of the approval. The approval shall be renewable upon further written request, at the discretion of the designated official, for a maximum of one (1) additional thirty (30) day period. The designated official is not authorized to grant more than one (1) temporary permit and one (1) renewal for a thirty (30) day period for the same property within one (1) calendar year.
- (c) **Disapproval; Appeal.** If the request for temporary exemption or its extension is disapproved, the person making the request will have the appeal rights provided by the municipality.

Sec. X-X-13 Other Exemptions.

- (a) **Nonconformance.**
 - (1) Bottom-mounted or unshielded outdoor advertising sign lighting shall not be used beginning five years after enactment of this Ordinance.
 - (2) All other outdoor light fixtures lawfully installed prior to and operable on the effective date of this Ordinance are exempt from all requirements of this Ordinance. There shall be no change in use or lamp type, or any replacement (except for same type and same-output lamp replacement) or structural alteration made, without conforming to all applicable requirements of this Ordinance. Further, if the property is abandoned, or if there is a change in use of the property, the provisions of this Ordinance will apply when the abandonment ceases or the new use commences.
- (b) **State and Federal Facilities.** Compliance with the intent of this Ordinance at all State and Federal facilities is encouraged.
- (c) **Emergency Lighting.** Emergency lighting, used by police, firefighting, or medical personnel, or at their direction, is exempt from all requirements of this Ordinance for as long as the emergency exists.
- (d) **Swimming Pool and Fountain Lighting.** Underwater lighting used for the illumination of swimming pools and fountains is exempt from the lamp type and shielding standards provided herein, though it must conform to all other provisions of this Ordinance.

- (e) **Residential Fixtures.** Outdoor light fixtures attached to residential buildings and located below the eave and less than 2000 lumens are exempt from the provisions of this Ordinance. Light fixtures 2000 lumens and over are not exempt. Outdoor fixtures above the eave, or attached to buildings or poles separate from the residence are not exempt. All spot or flood lights shall be fully shielded to prevent glare and light trespass beyond the property boundary, and directed no more than 45 degrees above straight down.

The acceptability and shielding restrictions applicable to a particular lamp are decided by its initial lumen output, not wattage; check manufacturer's specifications. Examples of lamp types of 2000 lumens and less are:

- 100 Watt Standard Incandescent
- 15 Watt Cool White Fluorescent
- 15 Watt Compact Fluorescent
- 18 Watt Low Pressure Sodium

- (f) **Flags, Lighted.** United States, and State of Wisconsin flags are exempt from the provisions of this Ordinance. All other outdoor lighted flags, such as, but not limited to, decorative and commercial flags shall conform to the provisions of this Ordinance.
- (g) **Holiday lighting.** Holiday lighting is exempt from the provisions of this Ordinance from November 10 until January 30 of the following year.
- (h) **Towers.** Legally required safety lighting for towers shall be exempt from this Ordinance.
- (i) **Airfields and Airports.** These facilities, both commercial and non-commercial, shall be exempt from the provisions of this Ordinance where lighting is used for air safety reasons. All other lighting shall conform to this Ordinance.

Sec. X-X-14 Definitions.

As used in this Ordinance, unless the context clearly indicates otherwise, certain words and phrases used in this Ordinance shall mean the following:

- (a) **Development Project.** Any residential, commercial, industrial or mixed use subdivision plan or development plan which is submitted to the Town for approval.
- (b) **Diffuse.** To spread or scatter widely, or thinly.
- (c) **Direct Illumination.** Illumination resulting from light emitted directly from a lamp or luminaire, not light diffused through translucent signs or reflected from other surfaces such as the ground of building faces.
- (d) **Display Lot or Area.** Outdoor areas where active nighttime sales activity occurs and where accurate color perception of merchandise by customers is required. To qualify as a display lot, one of the following specific uses must occur: automobile sales, boat sales, tractor sales, building supply sales, gardening or nursery sales, assembly lots, swap meets. Uses not on this list must be approved as display lot uses by the municipality.
- (e) **Flood Lamp.** A specific form of lamp designed to direct its output in a specific direction (a beam) but with a diffusing glass envelope: Such lamps are so designated by the manufacturers and are typically used in residential outdoor area lighting.
- (f) **Footcandle.** Unit of illuminance equal to one lumen per square foot. It is the luminous flux per unit area in the Imperial system. One footcandle equals approximately 0.1 (0.093) lux.
- (g) **Full Cutoff Light Fixture.** A luminaire light distribution where no light is emitted above the horizontal, and where the intensity at 80 degrees from nadir is no greater than 100 candela per 1000 lamp lumens.
- (h) **Fully Shielded Light Fixture.** A lighting fixture constructed in such a manner that all light emitted by the fixture, either directly from the lamp or a diffusing element, or indirectly by reflection or refraction from any part of the luminaire, is projected below the horizontal as determined by photometric test or certified by the manufacturer. Any structural part of the light fixture providing this shielding must be permanently affixed.

- (l) **Glare** A light ray emanating directly from a lamp, reflector or lense such that it falls directly on the eye of the observer.
- (j) **Installed.** The attachment, or assembly fixed in place, whether or not connected to a power source, of any outdoor light fixture.
- (k) **Light Pollution.** Any adverse effect of manmade light.
- (l) **Light Trespass.** Light falling where it is not needed or wanted, typically across property boundaries.
- (m) **Lumen.** Unit of luminous flux; used to measure the amount of flight emitted by lamps.
- (n) **Luminaire.** The complete lighting assembly, less the support assembly. For purposes of determining total light output from a luminaire, lighting assemblies which include multiple unshielded or partially shielded lamps on a single pole or standard shall be considered as a single unit.
- (o) **Lux.** Unit of illuminance equal to one lumen per square meter. It is the luminous flux per unit area in the metric system. One lux equals approximately 10 (10.8) foot candles.
- (p) **Multi-class or Multi-use Lighting.** Any outdoor lighting used for more than one purpose, such as security and decoration.
- (q) **Opaque.** Opaque means that a material does not transmit light from an internal illumination source. Applied to sign backgrounds, opaque means that the area surrounding any letters or symbols on the sign either is not lighted from within, or allows no light from an internal source to shine through it.
- (r) **Outdoor Light Fixture.** An outdoor illuminating device, outdoor lighting or reflective surface, lamp or similar device, permanently installed or portable, used for illumination or advertisement. Such devices shall include, but are not limited to lights used for:
 - (1) Parking lot lighting;
 - (2) Roadway lighting;
 - (3) Buildings and structures;
 - (4) Recreational areas;
 - (5) Landscape lighting;
 - (6) Billboards and other signs (advertising or other);
 - (7) Product display area lighting;
 - (8) Building overhangs and open canopies.
- (s) **Outdoor Light Output, Total.** The maximum total amount of light, measured in lumens, from all outdoor light fixtures. For lamp types that vary in their output as they age (such as high pressure sodium, fluorescent and metal halide), the intimal output, as defined by the manufacturer, is the value to be considered.
- (t) **Outdoor Recreation Facility.** An area designed for active recreation, whether publicly or privately owned, including, but not limited to, baseball diamonds, soccer and football fields, golf courses, tennis courts and swimming pools.
- (u) **Person.** Any individual, tenant, lessee, owner, or any commercial entity including, but not limited to firm, business, partnership, joint venture or corporation.
- (v) **Sign, Externally Illuminated.** A sign illuminated by light sources from the outside.
- (w) **Sign, Internally Illuminated.** A sign illuminated by light sources enclosed entirely within the sign cabinet and not directly visible from outside the sign.
- (x) **Sign, Neon.** A sign including luminous gas-filled tubes formed into text, symbols or decorative elements and directly visible from outside the sign cabinet.
- (y) **Spot Lamp.** A specific form of lamp designed to direct its output in a specific direction (a beam) and with a clear or nearly clear glass envelope; such lamps are so designated by the manufacturers, and typically used in residential outdoor area lighting.
- (z) **Temporary Lighting.** Lighting which does not conform to the provisions of this Ordinance and which will not be used for more than one thirty (30) day period within a calendar year, with one thirty (30) day extension. Temporary lighting is intended for uses which by their nature are of limited duration, for example, holiday decorations, civic events or construction projects.

- (aa) **Translucent.** Permitting light to pass through but diffusing it so that persons, objects, etc., on the opposite side are not clearly visible.
- (bb) **Use, Abandonment of.** The relinquishment of a property, or the cessation of a use or activity by the owner or tenant for a period of six months, excluding temporary or short term interruptions for the purpose of remodeling, maintaining, or otherwise improving or rearranging a facility. A use shall be deemed abandoned when such use is suspended as evidenced by the cessation of activities or conditions which constitute the principle use of the property.

Sec. X-X-15 Enforcement, Penalties and Remedies.

- (a) **Violations.** It shall be unlawful for any person to violate any provision of this Ordinance or the Wisconsin Statutes. Each day that the violation continues after notification of non-compliance shall constitute a separate offense. The municipality may institute appropriate action or proceedings to enjoin violations of this Ordinance or applicable Wisconsin Statutes.
- (b) **Penalties.** Any person who fails to comply with the provisions of this Ordinance shall, upon conviction thereof, forfeit no less than One Hundred Dollars (\$100) nor more than Five Hundred Dollars (\$500), and also pay the costs of prosecution for each violation, including the municipality's reasonable and actual attorney fees and disbursements incurred in the prosecution of such violations.

Updated 08/2012

For further information contact:

Madison
 UW Extension
 610 Langdon Street, Room 317
 Madison, WI 53703
 608.262.0385 tel
 608.262.6256 fax

Milwaukee
 UW-M Extension
 161 West Wisconsin Avenue, Suite 6000
 Milwaukee WI 53203
 414.227.3166 tel
 414.227.3165 fax

Stevens Point
 University of Wisconsin
 800 Reserve Street
 Stevens Point, WI 54481
 715.346.2793 tel
 715.346.3624 fax

University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating.
 An EEO/AA employer, University of Wisconsin-Extension provides equal opportunities in employment and programming, including Title IX and ADA requirements.

SUBSTITUTE AMENDMENT 1 TO
ORDINANCE O-16-15

AN ORDINANCE AMENDING TITLE 11, CHAPTER 2
OF THE CODE OF ORDINANCES
(Residential Outdoor Lighting)

Introduced by Alderman Benner.

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

SECTION 1: Amend Title 11, Chapter 2 of the Code of Ordinances of the City of Menasha, Wisconsin, by creating Sec.11-2-16, as follows:

Title 11 – Offenses and Nuisances

CHAPTER 2

Offenses Against Public Safety and Peace

...

SEC. 11-2-16 RESIDENTIAL OUTDOOR LIGHTING.

- (a) **PURPOSE.** To minimize “light trespass” or “obtrusive light,” or more specifically to regulate and reduce any nuisance by caused artificial illumination of property and buildings; to mitigate the impact on ecosystems; to promote the safety and welfare of citizens by restricting glare producing sources of light; and generally establish proper levels of lights.
- (b) **APPLICABILITY.** This ordinance applies to all exterior lights installed, erected or maintained on residential parcels.
- (c) **LIGHT TRESPASS.** Any exterior mounted light at a property zoned residential is prohibited except:
 - (1) If the light fixture luminaire is mounted below an eave which is not higher than 12 feet from the ground of any structure on the property and the total fixture luminaire output measurement is less than 2000 lumens or 185 horizontal foot-candles.
 - (2) If the light fixture luminaire is mounted below an eave which is higher than 12 feet from the ground of any structure on the property and the total fixture luminaire output measurement exceeds 2000 lumens or 185 horizontal foot-candles then the light must be fully shielded to prevent glare and be directed no more than 45 degrees above straight down.
 - (3) Any light mounted to a pole below the level of the eave of the primary structure.
 - (4) Any light mounted to a pole above the level of the eave of the primary structure which is serviced by a public utility company.
 - (5) Landscape lighting less than 2000 lumens or 185 horizontal foot-candles per lighting fixture luminaire.
- (d) **LIGHT TRESPASS AT PROPERTY LINE.** All areas containing outdoor lighting or illumination (except public street lighting) shall limit light trespass onto adjacent property, when measured at any point along a property line. Compliance shall be achieved by utilizing luminaire shielding, directional control designed into luminaires.

luminaire location, height, or aim or a combination of these and other factors. The maximum illumination spillage to adjoining lots measured in foot-candles shall be 0.20 for residential parcels.

SECTION 2: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this day of , 2015.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

ORDINANCE O-19 -15

AN ORDINANCE AMENDING TITLE 9, CHAPTER 6
OF THE CODE OF ORDINANCES
(Methodology for Billing Stormwater Charges for Duplexes)

Recommended by the Board of Public Works.

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

SECTION 1: Amend Title 9, Chapter 6, SEC. 9-6-9(2) of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

Title 9 – Public Utilities

Chapter 6

Municipal Stormwater Utility

...

9-6-9 CHARGE FORMULAS

...

(2) Residential, Duplex (Two-Family). The charges imposed for residential properties comprised of two attached living units, either side-by-side or one lower level unit and one upper level unit shall be the fee of one .75 ERU per living unit existing on the property, i.e.

Duplex (Two-Family) parcel charge = 4.0 .75 ERU fee x number of dwelling units

...

SECTION 2: This ordinance shall become effective upon its passage and publication as provided by law.

Passed and approved this _____ day of October, 2015.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk



TO: Common Council
FROM: Donald Merkes, Mayor
DATE: 1 October 2015

RE: Stormwater Utility Billing Methodology and Fee Changes

The stormwater utility was created in 2008 to undertake projects that manage the community's storm water runoff in both quantity and quality. Since the fund's inception the methodology of calculating the fee has remained unchanged using an average amount of impervious area to set the fee for single family and attached homes. The fee has remained unchanged since 2010 at \$75 even with the rising cost of providing the service.

The methodology to calculate the fee for single family and attached residential properties has not changed since inception. Changes to the methodology would only shift responsibility for the costs to different properties, mainly single family residential properties, not increase revenues. I do not recommend changes to the methodology.

As reports previously provided to the Common Council show, the storm water fund is not meeting expenses at its current revenues and a fee increase is required to continue current operations. A \$1 increase to the fee is recommended.

Approving Resolution R-25-15 will provide funding for the utility without shifting costs to single family homeowners and businesses.

Stormwater Revenue/ERU/Rate Comparison
Change in Methodology - Duplexes
9/30/2015

2015 Rate Increase	Current Stormwater Methodology - Billing Duplexes (Duplex 1.0 ERU / Unit)	Stormwater Methodology Approved by BPW - 9/21/15 - Billing Duplexes (Duplex .75 ERU / Unit)	Change in ERU Rate
ERU's	14,920	14,675	
Rate Increase Per ERU - 2015	\$87.00	\$88.44	\$1.44
Annualized Revenue Amount	\$1,298,040.00	\$1,298,040.00	

2016 Rate Increase	Current Stormwater Methodology - Billing Duplexes (Duplex 1.0 ERU / Unit)	Stormwater Methodology Approved by BPW - 9/21/15 - Billing Duplexes (Duplex .75 ERU / Unit)	Change in ERU Rate
ERU's	14,920	14,675	
Rate Increase Per ERU - 2015	\$99.00	\$100.68	\$1.68
Annualized Revenue Amount	\$1,477,080.00	\$1,477,080.00	

Stormwater Revenue/ERU/Rate Comparison
 Change in Methodology - Duplexes
 10/15/2015

	Current Stormwater Methodology - Billing Duplexes (Duplex 1.0 ERU / Unit)	Stormwater Methodology Approved by BPW - 9/21/15 - Billing Duplexes (Duplex .75 ERU / Unit)	Stormwater Methodology - Alternative # 3 - Proposed on 10/5/15 - Billing Duplexes (Duplex .50 ERU / Unit)	Change in ERU Rate (Duplex .75 ERU / Unit)	Change in ERU Rate (Duplex .50 ERU / Unit)
2015 Rate Increase					
ERU's	14,920.00	14,675.00	14,430.00	\$1.44	\$3.00
Rate Increase Per ERU - 2015	\$87.00	\$88.44	\$90.00		
Annualized Revenue Amount	\$1,298,040.00	\$1,298,040.00	\$1,298,040.00		
Calculated Revenue Amount	\$1,298,040.00	\$1,297,893.25	\$1,298,761.50		
Check - adjustment to make divisible by 12	\$0.00	(\$146.75)	\$721.50		

	Current Stormwater Methodology - Billing Duplexes (Duplex 1.0 ERU / Unit)	Stormwater Methodology Approved by BPW - 9/21/15 - Billing Duplexes (Duplex .75 ERU / Unit)	Stormwater Methodology - Alternative # 3 - Proposed on 10/5/15 - Billing Duplexes (Duplex .50 ERU / Unit)	Change in ERU Rate (Duplex .75 ERU / Unit)	Change in ERU Rate (Duplex .50 ERU / Unit)
2016 Rate Increase					
ERU's	14,920.00	14,675.00	14,430.00	\$1.68	\$3.36
Rate Increase Per ERU - 2015	\$99.00	\$100.68	\$102.36		
Annualized Revenue Amount	\$1,477,080.00	\$1,477,080.00	\$1,477,080.00		
Calculated Revenue Amount	\$1,477,080.00	\$1,477,520.25	\$1,477,080.00		
Check - adjustment to make divisible by 12	\$0.00	\$440.25	\$0.00		

City of Oshkosh Residential Stormwater Utility Credit Policy

I. Purpose and Scope

The purpose of this Stormwater Utility Credit Policy is to encourage actions by residential property owners within the city that:

- 1) Reduce stormwater flows and volumes,
- 2) Reduce stormwater pollution and
- 3) Reduce the utility's costs in providing proper management of stormwater runoff.

As applied to this policy, the term 'property' or 'properties' will refer to single-family, two-family, and three-family residential parcels. All other properties are considered non-residential. (NOTE: a separate stormwater utility credit policy has been established for non-residential properties.) Credits to user fees will only be allowed when it can be demonstrated by the customer that an action as described in Section III of this policy has been taken by the customer and the action meets the guidelines specified in this policy document. This policy does not apply to stormwater management measures that are owned and/operated by the City of Oshkosh. Properties served by stormwater management facilities installed to meet state and/or local stormwater regulations are not eligible for credit from these facilities.

It also should be noted that there are 3 rate categories for single family properties as summarized below:

Tier	Impervious Area	ERU Rate
TR 1	Less than 1,750 sq. ft.	0.67 ERU
TR 2	1,750 – 3,750 sq. ft.	1.00 ERU
TR 3	Greater than 3,750 sq. ft.	1.33 ERU

II. Credit Structure

For the purpose of generating applicable credit rates, the municipal stormwater management services funded through the user fee are divided into two major categories. The credit eligible category is further divided into two sub-categories.

Category A (utility-wide services)	25%
Category B (credit eligible services)	
B1: activities that meet flow management criteria	50%
B2: activities that meet pollution reduction criteria	25%

Fees to support Category A programs are applied throughout the utility customer base and credits are not allowed for these components. These costs are required to run the City of Oshkosh's stormwater management program and these programs benefit all property owners within the City of Oshkosh.

Only the costs associated with Category B are eligible for a credit. These are costs associated with the utility's efforts to maintain the capacity of the stormwater conveyance system and implement and maintain pollution control practices.

The tasks included under each category, and the percent credit for each category under this policy may be revised based upon a re-analysis of the stormwater program budget and the percent distribution of costs by category. Modifications must be approved by Common Council

Storm Water Fee Schedule
2015

Beloit, WI

CATEGORY: Miscellaneous Fees

For questions or additional information: Phone: (608) 364-2888 E-Mail: mathosh@beloitwi.gov

Description	Amount	Unit
Single Family Unit - SFU is 3,347 sq. ft. of impervious surface	\$3.00	monthly
Apartment Building or Condos - 3 or 4 units (.7 SFU)	\$2.10	per unit/monthly
Apartment Building or Condos - 5 or more units (.5 SFU)	\$1.50	per unit/monthly
All other type building - Calculated using SFU	\$3.00	per SFU/monthly

The Consumer Confidence Report also known as the Water Quality Report, is available on the City website. To learn more about the City of Neenah's water quality, visit www.ci.neenah.wi.us/WaterQualityReport. To receive a hard copy, call 920-886-6180.

Water Rates effective Jan 1, 2011 Sewer Rates effective Mar 1, 2014

Storm Water Rates effective Jan 1, 2010

Volume Charges per Thousand Gallons			
Rate Steps		Water	Sewer
First	100	\$ 5.81	\$ 3.19
Next	900	\$ 5.55	\$ 3.19
Next	2,000	\$ 5.35	\$ 3.19
Over	3,000	\$ 4.80	\$ 3.19

Quarterly Base Meter Rates			
Meter Size	Water	Sewer	Exempt
5/8"	\$ 21.00	\$21.83	\$26.19
1"	\$ 33.00	\$34.91	\$41.89
1 1/2"	\$ 57.00	\$61.10	\$73.32
2"	\$ 87.00	\$91.66	\$109.97
3"	\$ 141.00	\$148.38	\$178.07
4"	\$219.00		
6"	\$360.00		

Private Fire Protection Rates	
Line Size	Quarterly
2"	\$ 24.00
3"	\$ 45.00
4"	\$ 75.00
6"	\$ 150.00
8"	\$ 240.00
10"	\$ 360.00
12"	\$ 480.00
14"	\$ 600.00

Public Fire Protection Rates	
Dwelling/Structure Square Footage	Quarterly
0 - 1,000	\$ 8.40
1,001 - 1,500	\$ 15.30
1,501 - 2,000	\$ 21.20
2,001 - 3,000	\$ 30.10
3,001 - 4,000	\$ 43.00
4,001 - 6,000	\$ 60.20
6,001 - 10,000	\$ 97.40
10,001 - 15,000	\$ 151.80
15,001 - 25,000	\$ 243.50
25,001 - 45,000	\$ 425.40
45,001 - 75,000	\$ 729.10
75,001 - 130,000	\$1,244.80
130,001 - 225,000	\$2,156.10
225,001 - 400,000	\$3,795.10
Over 400,000	\$7,592.00

Quarterly Storm Water Rates		
1 Equivalent Run-off Unit (ERU) = 3,138 impervious square feet		
Impervious Square Footage	ERU	Residential
Less than 1,700	0.5	\$10.50
1,700 to 4,600	1.0	\$21.00
More than 4,600	2.0	\$42.00

Non-Residential Customers will be billed a minimum of 1 ERU or the actual number of ERU's at \$21.00 per ERU.

See

Utility Payments cannot be accepted over the phone

Neenah Utilities payment options:

- Cash
- Check, money order or cashier's check
- ACH withdrawal from a Checking or Savings Account

**A \$35.00 return check fee will be assessed on a returned check.



City of
Madison

Home Services Streets & Sidewalks Environmental Erosion Control Projects Maps Storm & Sanitary Sewer

STORM SEWER & SEWER: STORM WATER UTILITY

WHAT IS THE STORM WATER UTILITY?

The Storm Water Utility is a public utility organized as a separate enterprise in the same fashion as the City's Water Utility, Sewer Utility, or Parking Utility. Assets owned by the utility include storm sewers, greenways, detention basins, and equipment used for managing the storm drainage system. The Utility is given the responsibility to provide for the public needs in the area of storm water management and comply with Federal and State laws. The Utility charges fees for operations and maintenance of facilities and for Capital Improvements. The Utility works to solve current drainage problems, prevent future problems, as well as repair, maintain, and enhance those facilities already constructed.

HOW MUCH DOES IT COST AND WHO PAYS THE UTILITY?

Revenues generated by the Utility shall come from ALL parcels within the City of Madison. Prior to the formation of the Utility, stormwater management was paid for entirely by the parcels that paid property taxes. The utility charge per parcel is calculated adding (3) components (2015 rates):

1. A customer charge of \$1.30 per month;
2. An impervious area charge of \$.0022167 per square foot per month;
3. A pervious area charge of \$.0001583 per square foot per month.

Pervious areas such as lawns generally absorb water. Impervious areas such as pavements and rooftops generally cause water to run off. All three billing components are shown on your billing statement. City Engineering has estimated that the "typical" Madison homeowner will pay \$7.36 per month (\$88.34 annually).

WHERE CAN I GET MORE INFORMATION OR DISCUSS MY BILL?

- You may contact the office of the City Engineer at (608) 266-4751, any business day between 7:30 a.m. and 4:30 p.m., for additional information on the Storm Water Utility, or to discuss specifics of your billing.
- You can also initiate discussion via e-mail to engineer@cityofmadison.com.

DOES THE CITY OFFER ANY STORM WATER UTILITY CREDITS?

[Rate Adjustment Policy for the Storm Water Utility \(pdf\)](#)

See [Madison General Ordinances](#), access **Chapter 37** for more information.

RESOLUTION R-25-15

RESOLUTION PERTAINING TO EQUIVALENT RUNOFF UNIT (ERU) CHARGES FOR STORM WATER UTILITY

Introduced by Mayor Merkes

WHEREAS, the ordinance creating a storm water utility contains a provision that charges for storm water services for each lot within the City of Menasha shall be made by resolution, and

WHEREAS, the current storm water charge does not equate to adequate revenues to operate the storm water utility prudently per the rate analysis that has been completed (ATTACHMENT A), and

WHEREAS, staff recommends a two phased increase, one in 2015 and one in 2016, to ease the initial burden on the ratepayers.

THEREFORE, BE IT RESOLVED that the storm water charge shall be based on the Equivalent Runoff Unit (ERU) and the charge for one (1) ERU shall be \$87.00, applicable for services billed by the Menasha Utilities or the City of Menasha on or after November 1, 2015.

BE IT FURTHER RESOLVED that the storm water charge shall be based on the Equivalent Runoff Unit (ERU) and the charge for one (1) ERU shall be \$99.00, applicable for services billed by the Menasha Utilities or the City of Menasha on or after July 1, 2016.

BE IT FURTHER RESOLVED that the Comptroller and Director of Public Works shall report to the Mayor and the Common Council as to whether the rates are still appropriate at least annually.

Passed and approved this 19th day of October, 2015.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

City of Menasha
Storm Water Utility Budget and Rate Needs for 2015 & 2016
July 30, 2015

Line Item	Actual		Estimate*		Budget		W/Out Increase**		Increase Recommendation**		Recommendation	
	2011	2012	2013	2014	2015	2015	2015	2015	2015	2015	2016	2016
Operating Expenses												
Operation and Maintenance	\$677,850	\$882,997	\$1,082,615	\$1,125,403	\$1,262,101	\$1,262,101	\$1,262,101	\$1,262,101	\$1,262,101	\$1,262,101	\$1,306,275	\$1,306,275
Depreciation and Amortization	\$93,666	\$93,666	\$93,666	\$95,028	\$97,400	\$97,400	\$97,400	\$97,400	\$97,400	\$97,400	\$99,835	\$99,835
Operation Expenses Total	\$771,516	\$976,663	\$1,176,281	\$1,220,431	\$1,359,501	\$1,359,501	\$1,359,501	\$1,359,501	\$1,359,501	\$1,359,501	\$1,406,110	\$1,406,110
Debt Service												
Principal and Interest	\$0	\$80,690	\$43,564	\$43,551	\$43,788	\$43,788	\$43,788	\$43,788	\$43,788	\$43,788	\$45,000	\$45,000
Transfer to Other Funds	\$0	\$67,758	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planned CIP Projects					\$478,450	\$478,450	\$343,000	\$343,000	\$343,000	\$343,000	\$272,745	\$272,745
Use of Funds	\$771,516	\$1,125,111	\$1,219,845	\$1,263,982	\$1,881,739	\$1,881,739	\$1,746,289	\$1,746,289	\$1,746,289	\$1,746,289	\$1,723,855	\$1,723,855
Source of Funds												
Borrowed Funds	\$0	\$0	\$0	\$0	\$478,450	\$478,450	\$343,000	\$343,000	\$343,000	\$343,000	\$272,745	\$272,745
Interest Revenue	\$1,884	\$1,567	\$1,884	\$2,115	\$1,500	\$1,500	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Cash Reserve/Borrowed Funds on Hand Spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal & State Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Misc. Revenue	\$5,038	\$4,493	\$2,434	\$5,481	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000
Subtotal	\$6,622	\$6,060	\$4,318	\$7,597	\$522,950	\$522,950	\$388,000	\$388,000	\$388,000	\$388,000	\$317,745	\$317,745
Storm Water Utility Fees Annual Revenue	\$1,070,820	\$1,093,510	\$1,111,310	\$1,125,492	\$1,120,000	\$1,120,000	\$1,119,000	\$1,119,000	\$1,163,760	\$1,163,760	\$1,387,560	\$1,387,560
Change in Net Assets / Per Annual Operations	\$305,926	(\$25,541)	(\$104,217)	(\$130,993)	(\$238,789)	(\$238,789)	(\$239,289)	(\$239,289)	(\$194,529)	(\$194,529)	(\$18,550)	(\$18,550)
Net Assets (Balance as of 1/1/2011 = \$9,209,466)	\$9,515,392	\$9,489,851	\$9,385,633	\$9,254,740	\$9,015,951	\$9,015,951	\$9,015,451	\$9,015,451	\$9,060,211	\$9,060,211	\$9,041,662	\$9,041,662
Total # of ERUs:	14,278	14,580	14,817	15,007	14,934	14,934	14,920	14,920	14,920	14,920	14,920	14,920
Utility Rate (\$/ERU/year)	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$87.00	\$87.00	\$99.00	\$99.00
Utility Rate (\$/ERU/month)	\$6.25	\$6.25	\$6.25	\$6.25	\$6.25	\$6.25	\$6.25	\$6.25	\$7.25	\$7.25	\$8.25	\$8.25
Rate Increase Recommendation									16%	16%	14%	14%

* Please note that these numbers are marked as estimates at this time as 2014 is not completely closed out.

** 2015 Budget adjustments made based on current information available.

RESOLUTION R-34-15

RESOLUTION PERTAINING TO EQUIVALENT RUNOFF UNIT (ERU) CHARGES FOR STORM WATER UTILITY

Introduced by

WHEREAS, the ordinance creating a storm water utility contains a provision that charges for storm water services for each lot within the City of Menasha shall be made by resolution, and

WHEREAS, the current storm water charge does not equate to adequate revenues to operate the storm water utility prudently per the rate analysis that has been completed (ATTACHMENT A), and

WHEREAS, staff recommends a two phased increase, one in 2015 and one in 2016, to ease the initial burden on the ratepayers.

THEREFORE, BE IT RESOLVED that the storm water charge shall be based on the Equivalent Runoff Unit (ERU) and the charge for one (1) ERU shall be \$88.44 applicable for services billed by the Menasha Utilities or the City of Menasha on or after November 15, 2015.

BE IT FURTHER RESOLVED that the storm water charge shall be based on the Equivalent Runoff Unit (ERU) and the charge for one (1) ERU shall be \$100.68, applicable for services billed by the Menasha Utilities or the City of Menasha on or after July 1, 2016.

BE IT FURTHER RESOLVED that the Comptroller and Director of Public Works shall report to the Mayor and the Common Council as to whether the rates are still appropriate at least annually.

Passed and approved this 19th day of October, 2015.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

City of Menasha
Storm Water Utility Budget and Rate Needs for 2015 & 2016
July 30, 2015

Line Item	Actual			Estimate*		Budget		W/Out Increase**		Increase Recommendation**		Recommendation	
	2011	2012	2013	2014	2015	2015	2015	2015	2015	2015	2016		
Operating Expenses													
Operation and Maintenance	\$677,850	\$882,997	\$1,082,615	\$1,125,403	\$1,262,101	\$1,262,101	\$1,262,101	\$1,262,101	\$1,262,101	\$1,262,101	\$1,306,275		
Depreciation and Amortization	\$93,666	\$93,666	\$93,666	\$95,028	\$97,400	\$97,400	\$97,400	\$97,400	\$97,400	\$97,400	\$99,835		
Operation Expenses Total	\$771,516	\$976,663	\$1,176,281	\$1,220,431	\$1,359,501	\$1,359,501	\$1,359,501	\$1,359,501	\$1,359,501	\$1,359,501	\$1,406,110		
Debt Service													
Principal and Interest	\$0	\$80,690	\$43,564	\$43,551	\$43,788	\$43,788	\$43,788	\$43,788	\$43,788	\$43,788	\$45,000		
Transfer to Other Funds	\$0	\$67,758	\$0	\$0									
Planned CIP Projects													
Use of Funds	\$771,516	\$1,125,111	\$1,219,845	\$1,263,982	\$1,881,739	\$1,881,739	\$1,746,289	\$1,746,289	\$1,746,289	\$1,746,289	\$1,723,855		
Source of Funds													
Borrowed Funds	\$0	\$0	\$0	\$0	\$478,450	\$478,450	\$343,000	\$343,000	\$343,000	\$343,000	\$272,745		
Interest Revenue	\$1,584	\$1,567	\$1,884	\$2,115	\$1,500	\$1,500	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000		
Cash Reserve/Borrowed Funds on Hand Spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Federal & State Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Misc. Revenue	\$5,038	\$4,493	\$2,434	\$5,481	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000		
Subtotal	\$6,622	\$6,060	\$4,318	\$7,597	\$522,950	\$522,950	\$388,000	\$388,000	\$388,000	\$388,000	\$317,704		
Storm Water Utility Fees Annual Revenue	\$1,070,820	\$1,093,510	\$1,111,310	\$1,125,492	\$1,120,000	\$1,120,000	\$1,119,000	\$1,119,000	\$1,119,000	\$1,178,680	\$1,387,560		
Change in Net Assets / Per Annual Operations	\$305,926	(\$25,541)	(\$104,217)	(\$130,933)	(\$238,789)	(\$239,289)	(\$179,609)	(\$179,609)	(\$179,609)	(\$18,550)	\$9,056,582		
Net Assets (Balance as of 1/1/2011 = \$9,209,466)	\$9,515,392	\$9,489,851	\$9,385,633	\$9,254,740	\$9,015,951	\$9,015,951	\$9,015,451	\$9,015,451	\$9,015,451	\$9,075,131	\$9,056,582		
Total # of ERUs:	14,278	14,580	14,817	15,007	14,934	14,934	14,920	14,920	14,920	14,920	14,920		
Utility Rate (\$/ERU/year)	\$75.00	\$87.00	\$99.00										
Utility Rate (\$/ERU/month)	\$6.25	\$7.25	\$8.25										
Rate Increase Recommendation										16%	14%		

* Please note that these numbers are marked as estimates at this time as 2014 is not completely closed out.
** 2015 Budget adjustments made based on current information available.

RESOLUTION R-36-15

RESOLUTION PERTAINING TO EQUIVALENT RUNOFF UNIT (ERU) CHARGES FOR STORM WATER UTILITY

Introduced by

WHEREAS, the ordinance creating a storm water utility contains a provision that charges for storm water services for each lot within the City of Menasha shall be made by resolution, and

WHEREAS, the current storm water charge does not equate to adequate revenues to operate the storm water utility prudently per the rate analysis that has been completed (ATTACHMENT A), and

WHEREAS, staff recommends a two phased increase, one in 2015 and one in 2016, to ease the initial burden on the ratepayers.

THEREFORE, BE IT RESOLVED that the storm water charge shall be based on the Equivalent Runoff Unit (ERU) and the charge for one (1) ERU shall be \$90.00 applicable for services billed by the Menasha Utilities or the City of Menasha on or after November 15, 2015.

BE IT FURTHER RESOLVED that the storm water charge shall be based on the Equivalent Runoff Unit (ERU) and the charge for one (1) ERU shall be \$102.36, applicable for services billed by the Menasha Utilities or the City of Menasha on or after July 1, 2016.

BE IT FURTHER RESOLVED that the Comptroller and Director of Public Works shall report to the Mayor and the Common Council as to whether the rates are still appropriate at least annually.

Passed and approved this 19th day of October, 2015.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk

City of Menasha
Storm Water Utility Budget and Rate Needs for 2015 & 2016
July 30, 2015

Line Item	Actual			Estimate*		Budget		W/Out Increase**		Increase Recommendation**		Recommendation	
	2011	2012	2013	2014	2015	2015	2015	2015	2015	2015	2016		
Operating Expenses													
Operation and Maintenance	\$677,850	\$882,997	\$1,082,615	\$1,125,403	\$1,262,101	\$1,262,101	\$1,262,101	\$1,262,101	\$1,262,101	\$1,262,101	\$1,306,275	\$1,306,275	\$1,306,275
Depreciation and Amortization	\$93,666	\$93,666	\$93,666	\$95,028	\$97,400	\$97,400	\$97,400	\$97,400	\$97,400	\$97,400	\$99,835	\$99,835	\$99,835
Operation Expenses Total	\$771,516	\$976,663	\$1,176,281	\$1,220,431	\$1,359,501	\$1,359,501	\$1,359,501	\$1,359,501	\$1,359,501	\$1,359,501	\$1,406,110	\$1,406,110	\$1,406,110
Debt Service													
Principal and Interest	\$0	\$80,690	\$43,564	\$43,551	\$43,788	\$43,788	\$43,788	\$43,788	\$43,788	\$43,788	\$45,000	\$45,000	\$45,000
Transfer to Other Funds	\$0	\$67,758	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planned CIP Projects													
Use of Funds	\$771,516	\$1,125,111	\$1,219,845	\$1,263,982	\$1,881,739	\$1,881,739	\$1,746,289	\$1,746,289	\$1,746,289	\$1,746,289	\$1,723,855	\$1,723,855	\$1,723,855
Source of Funds													
Borrowed Funds	\$0	\$0	\$0	\$0	\$478,450	\$478,450	\$343,000	\$343,000	\$343,000	\$343,000	\$272,745	\$272,745	\$272,745
Interest Revenue	\$1,584	\$1,567	\$1,884	\$2,115	\$1,500	\$1,500	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Cash Reserve/Borrowed Funds on Hand Spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal & State Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Misc. Revenue	\$5,038	\$4,493	\$2,434	\$5,481	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000
Subtotal	\$6,622	\$6,060	\$4,318	\$7,597	\$522,950	\$522,950	\$388,000	\$388,000	\$388,000	\$388,000	\$317,745	\$317,745	\$317,745
Storm Water Utility Fees Annual Revenue	\$1,070,820	\$1,093,510	\$1,111,310	\$1,125,492	\$1,120,000	\$1,120,000	\$1,119,000	\$1,119,000	\$1,119,000	\$1,178,680	\$1,387,560	\$1,387,560	\$1,387,560
Change in Net Assets / Per Annual Operations	\$305,926	(\$25,541)	(\$104,217)	(\$130,933)	(\$238,789)	(\$238,789)	(\$239,289)	(\$239,289)	(\$239,289)	(\$179,609)	(\$18,550)	(\$18,550)	(\$18,550)
Net Assets (Balance as of 1/1/2011 = \$9,209,466)	\$9,515,392	\$9,489,851	\$9,385,633	\$9,254,740	\$9,015,951	\$9,015,951	\$9,015,451	\$9,015,451	\$9,015,451	\$9,075,131	\$9,056,582	\$9,056,582	\$9,056,582
Total # of ERUs:	14,278	14,580	14,817	15,007	14,934	14,934	14,920	14,920	14,920	14,920	14,920	14,920	14,920
Utility Rate (\$/ERU/year)	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$6.25	\$75.00	\$75.00	\$75.00	\$87.00	\$99.00	\$99.00
Utility Rate (\$/ERU/month)	\$6.25	\$7.25	\$8.25	\$8.25									
Rate Increase Recommendation											16%	14%	14%

* Please note that these numbers are marked as estimates at this time as 2014 is not completely closed out.
** 2015 Budget adjustments made based on current information available.