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

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, September 15, 2014

WORKSHOP - 5:00 PM
Presentation from WPPI

6:00 PM
AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

D. PUBLIC HEARING
1. The proposed rezoning of the property located west of 1011 E Midway Road, which includes parcel number 7-00901-00, 7-00902-00 and 7-00903-00, R-1Single Family to Planned Unit Development.

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. Introduction of PHD Nancy McKenney.
2. NMFR – Dive Team Emergency Procedure.
3. Proclamation Presentation to the Menasha Macs.
4. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:
a. Administration Committee, 9/2/14.
b. Board of Public Works, 9/2/14.
c. Library Board, 8/21/14.
d. Plan Commission, 9/9/14.
e. Police Commission. 8/28/14.

Communications:
f. Mayor Merkes; Proclamation Concerning the City of Menasha to Raise Awareness of Bullying and Recognizing October as "Bullying Prevention Month".
g. ASD Steeno; 2014 Equalized Value and 5 Year History of Equalized Values.

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, 9/2/14.

Board of Public Works, 9/2/14 – Recommends the Approval of:
2. Street Use Application – St. Mary's Central Homecoming Parade; Friday, October 3, 2014; 4:30 PM – 5:30 PM
3. Street Use Application – Menasha High School Homecoming Parade; Friday, October 10, 2014; 5:30 PM– 6:15 PM
4. Change Order - Al Dix Concrete, Inc.; Contract Unit No. 2013-01; Midway Road Walk Construction; ADD: $9,338.73 (Change Order No. One)
5. Change Order - Northeast Asphalt, Inc.; Contract Unit No. 2014-01; New Street Construction, Gambsky Grove (Harold Drive) and First Addition to Southfield; DEDUCT: $29,167.80 (Change Order No. One)

6. Payment – Al Dix Concrete, Inc.; Contract Unit No. 2013-01; Midway Road Walk Construction; $13,111.20 (Payment No. 3 & Final)
7. Payment – Northeast Asphalt, Inc.; Contract Unit No. 2014-01; New Street Construction, Gambsky Grove (Harold Drive) and First Addition to Southfield; $30,339.75 (Payment No. 3 & Final)

Plan Commission, 9/9/14 – Recommends the Approval of:

8. The rezoning of parcels 7-00901-00, 7-00902-00 and 7-00903-00 from R-1 Single Family Residential to PUD Planned Unit Development and to approve the site plan subject to the following conditions:
    1. That a bike/pedestrian easement not less than 15 feet in width connecting the existing path in the Midway Road right of way to Cottonwood Drive and/or Barker Park be granted to the City of Menasha prior to an Occupancy Permit being granted.
    2. That a temporary easement be granted to the City of Menasha not less than 30 feet in width for the purpose of constructing the bike/pedestrian path.
    3. That a site grading and erosion control plan be submitted for review and approval by the Public Works Department.
    4. That a storm water management plan meeting the post construction storm water management requirements of Chapter 7 of the Menasha Code of Ordinances be submitted for review and approval by the Public Works Department.
    5. That a site lighting plan meeting the requirements of Section 13-1-12(h) of the Menasha Code of Ordinances be submitted for review and approval by the Plan Commission.
    6. That a landscaping plan meeting the requirements of Section 13-1-12(g) of the Menasha Code of Ordinances be submitted for review and approval by the Plan Commission.
    7. That a description or samples of building materials meeting the requirements of Section 13-1-12 (f) of the Menasha Code of Ordinances be submitted to the Plan Commission for review and approval.
    8. That a detail drawing of the dumpster enclosure and mechanical equipment enclosure (if any) be submitted to the Plan Commission for review and approval.
    9. That a CSM be created to combine the three parcels prior to final building plan approval.

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS
1. Accounts payable and payroll for the term of 9/4/14 to 9/11/14 in the amount of $2,092,960.24.
2. Beverage Operators License Applications for the 2013-2015 licensing period.

J. ORDINANCES AND RESOLUTION
1. O-24-14 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinances (Polling Places) (Introduced by Alderman Nichols)(Recommended by the Administration Committee).

K. APPOINTMENTS
1. Reappointment of Richard Sturm, 120 Greenwood Court, Menasha, to the Parks and Recreation Board for the term of 10/1/14-10/1/17.
2. Reappointment of Nancy Barker, 506 Keyes Street, Menasha, to the Parks and Recreation Board for the term of 10/1/14-10/1/17.

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

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

O. ADJOURNMENT

MEETING NOTICE
Monday, October 6, 2014 – 6:00 p.m.
Committee Meetings to Follow

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

CITY OF MENASHA
Public Hearing

NOTICE IS HEREBY GIVEN that the City of Menasha Plan Commission and Common Council will hold public hearings regarding the proposed rezoning of the property located west of 1011 E Midway Road, which includes parcel number 7-00901-00, 7-00902-00 and 7-00903-00.

Rezoning of the properties from R-1 Single Family District to Planned Unit Development is requested to enable the development of housing and facilities providing health care services to seniors.

Public hearings will be held as follows:

Plan Commission
Date of Hearings: Tuesday, September 9, 2014
Time of Hearings: 3:30 p.m. or shortly thereafter
Place of Hearings: City Hall Council Chambers, 140 Main Street, Menasha

Common Council
Date of Hearings: Monday, September 15, 2014
Time of Hearings: 6:00 p.m. or shortly thereafter
Place of Hearings: City Hall Council Chambers, 140 Main Street, Menasha

Questions regarding the proposed project may be directed to Shawn McKibben, Director of Development and Construction, Oak Park Place, LLC at 608-663-8792 or via email at smckibben@oakparkplace.com. The City of Menasha Community Development Department may also be contacted at 920-967-3650 or via email gkeil@ci.menasha.wi.us.

Deborah A. Galeazzi, WCMC
City Clerk

Publish: September 2 and 8, 2014

City of Menasha • Office of the Mayor
Donald Merkes, Mayor
dmerkes@ci.menasha.wi.us

Menasha

MEMORANDUM

To: City of Menasha Common Council
From: Donald Merkes, Mayor DM
Date: 8 September 2014
RE: Introduction of Director of Public Health Department Nancy McKenney

Please join me in welcoming Nancy McKenney as the Public Health Director for the City of Menasha. Ms. McKenney assumed the position of Director of Public Health as of September 8, 2014.

Ms. McKenney brings over 24 years of public health knowledge to the City's Health Department which manages the City's health, environmental health, weights and measures, safety programs, and senior center. The position also manages a unique partnership with the Menasha Joint School District to provide health and dental services to students in the district.

Ms. McKenney's background includes a Master's Degree in Management and Organizational Behavior, a Bachelor's Degree in Community Health Management, and an Associate Degree in Dental Hygiene. An accomplished grant writer, author of multiple publications, and experienced presenter Ms. McKenney brings a wealth of experience and resources to the community.

Debbie Galeazzi

From: TTheisen@nmfire.org on behalf of AAuxier@nmfire.org
Sent: Wednesday, August 27, 2014 3:46 PM
To: DKaufert@ci.neenah.wi.us; Don Merkes; $Aldermen%NEENAH@ci.neenah.wi.us; Kevin Benner; Jim Englebert; James Taylor; Rebecca Nichols; Mark Langdon; Michael Keehan; Daniel Zelinski; Stan Sevenich
Cc: staff@nmfire.org
Subject: NMFR Dive Call on 8-25-14
Attachments: Dive Press Release.doc

Good Afternoon Mayor Kaufert, Mayor Merkes and members of the City of Neenah and City of Menasha Common Councils, As you may know, NMFR received a call to help locate a six year old boy at Riverside Park yesterday. Our Dive Team members searched and eventually did recover the child.

Through the process of establishing our Dive Team there have been questions about what difference our own Dive Team can make. Within 15 minutes of our Department's arrival at this incident, we were able to have on duty divers down at the park, suited up and in the water starting their search. In the meantime, we contacted off duty divers, who were able to respond quickly to help assist our on-duty divers. Immediately after starting our search pattern, the Shift Commander contacted Winnebago County Sheriffs Department for assistance and assembly of their dive team. As you know, they have the jurisdiction of the water way in our area.

While our firefighters do not want attention drawn to them, as they would rather have the support go to the family members, I am asking for everyone's understanding on how stressful some of the calls our firefighters experience. A dive call is stressful as there are a lot of unknowns when they jump into the water. However, when it involves a young child it is something no one wants to ever experience. During the call, we did have issues with some boaters not keeping their distance from our dive operations. I've attached a copy of AC Sipin's press release regarding the problems encountered. In addition to the issues with boaters, the water conditions had near zero visibility, there were numerous entanglement hazards (bicycles, rocks, tree branches, park benches, etc. in the water) and the area had lots of weeds.

They have all worked really hard to prepare for these types of incidents and all of their hard work has paid off as yesterday's operation went really well given all of the challenges they faced. I have a tremendous amount of pride, and respect, for what they did yesterday. Our firefighters natural instinct to watch out for each other, especially during calls, is amazing, and I'm grateful none of our personnel were injured during this operation.

While the outcome is a tragedy, and not what we wanted, we were able to make a difference for this family in that a quick recovery helps prevent the tragic effects of being in the water for a long period of time. This incident reaffirms, our Department's belief, that we provide a valuable service to the citizens we serve in both of our communities.

I would to thank all of you for your continued support of our Department and our efforts of establishing, and maintaining, our dive team service.

(See attached file: Dive Press Release.doc)

Al Auxier
Fire Chief
Neenah-Menasha Fire Rescue
aauxier@nmfire.org
(920)886-6203, office
(920)209-9509, cell

Neenah-Menasha Fire Rescue

Fire Department Press Release

Date: August 27, 2014

FOR IMMEDIATE RELEASE

Contact: Mike Sipin, Assistant Chief
Telephone: (920) 886-6220
msipin@nmfire.org

What: Boating Operations and Dive-Rescue Incidents

When: Tuesday, August 26, 2014

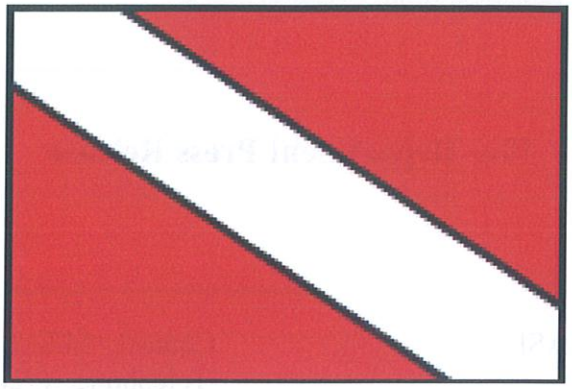
Where: Riverside Park, Neenah

Details: Neenah-Menasha Fire Rescue's Dive Team assisted with the search of a young boy who tragically drowned at Neenah's Riverside Park. During the search operations, several boats were navigating very close to the search area. A dive flag was deployed but had drifted back towards the shoreline. NMFR also deployed an inflatable boat with personnel to act as a warning for incoming and outgoing boaters. During this time, several boaters failed to heed warnings of an emergency operation being conducted in the channel area.

These actions create very dangerous conditions for rescue divers. They can be seriously injured or killed from a boat traversing through the area. In this specific case, no divers were struck, but on two occasions, divers had to be recalled to the surface and a second diver was told to submerse to the bottom and lay flat until the boat had passed. This caused a temporary halt to search operations on two occasions. This occurred after dive tenders made verbal contact with the boaters advising them of the dive rescue operation.

Neenah-Menasha Fire Rescue, along with our partner dive rescue teams in the Lake Winnebago area (Winnebago County Sheriff's Office, Fond du Lac County Sheriff's Office, Oshkosh Fire Department, Calumet County Dive Team) encourage boaters to be aware of dive or water rescue emergencies that are occurring in the area where you intend to conduct your recreational boating. When notices are issued and/or safety zones established, please refrain from traveling through or close to these areas to help ensure safety of responders working in an otherwise dangerous operation.

Remember, Wisconsin State Statutes require a minimum 100' distance to be maintained from a Diver Down Flag (see below).



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125 E. COLUMBIAN AVENUE, NEENAH, WI 54956
Phone: 920-886-6200 Fax: 920-886-6208 Website: www.nmfire.org

Proclamation

Saluting the 2014 Northeastern Wisconsin Champion

MENASHA MACS

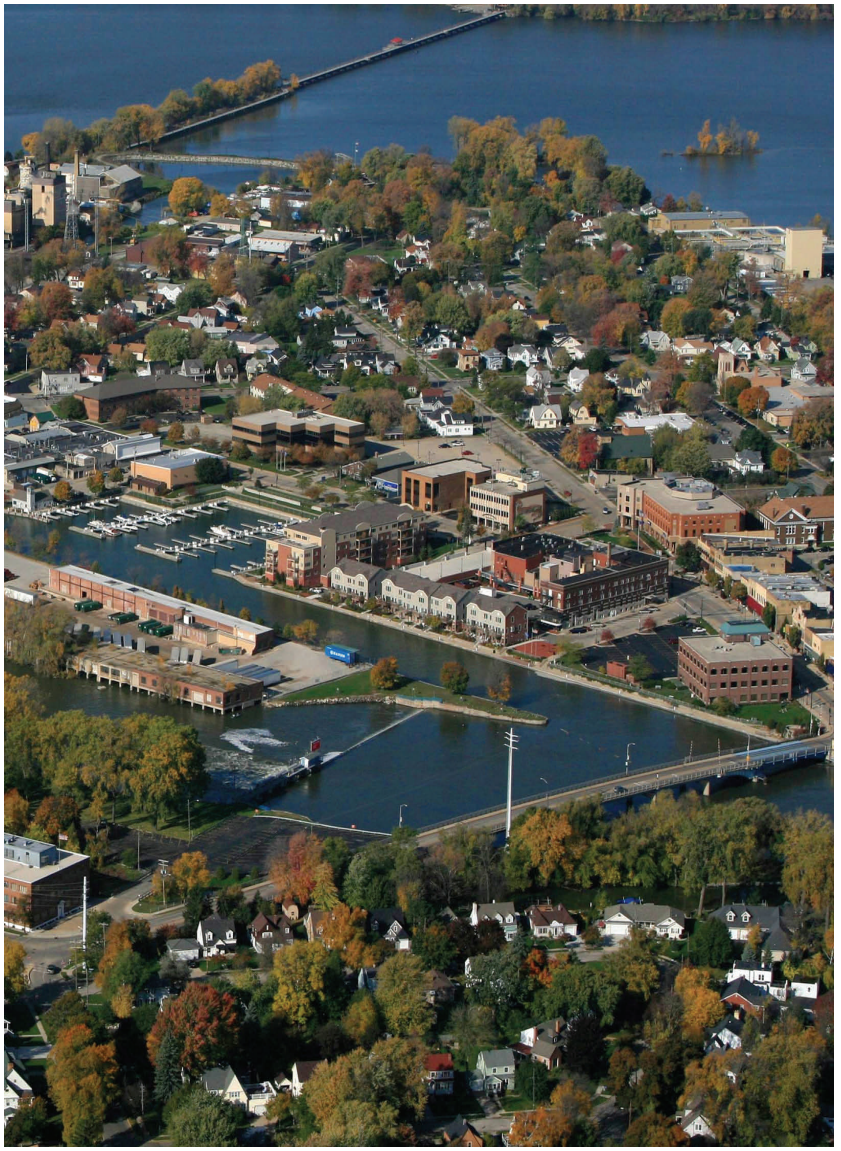
WHEREAS, the Menasha Macs achieved an impressive 31-9 overall season with a 17-3 regular season league record culminating in a 4-0 championship playoff record, and;

WHEREAS, the Menasha Macs baseball team also won the Northeastern Wisconsin Baseball League Championship in 2001, 2005, 2009, and 2013, and;

WHEREAS, the Menasha Athletic Association was formed in 1948 and we are celebrating 66 years of involvement contributing to community assets and events including: CommunityFest, Trestle Trail, Isle of Valor, Calder Stadium Concessions Building, and Koslo Park Scoreboard, and;

WHEREAS, we can all be proud of the way the Menasha Macs organization, players, coaches, and fans represent the Menasha community as they travel the state serving as ambassadors for our City.

NOW, THEREFORE, BE IT PROCLAIMED, that the Mayor and City Council of the City of Menasha do hereby congratulate and salute the Northeastern Wisconsin Baseball League Champion Menasha Macs Baseball Team for their success this season and the positive role that they play in the image of our community throughout the State.



Dated this 15th day of September, 2014

Donald Merkes, Mayor

DRAFT

CITY OF MENASHA
ADMINISTRATION COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
September 2, 2014
MINUTES

A. CALL TO ORDER
Meeting called to order by Chairman Nichols at 8:00 p.m.

B. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Zelinski, Benner, Nichols, Taylor, Sevenich, Langdon, Keehan
EXCUSED: Alderman Englebert
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, ASD Steeno, Clerk Galeazzi

C. MINUTES TO APPROVE
1. Administration Committee, 8/18/14
Moved by Ald. Zelinski, seconded by Ald. Keehan to approve minutes.
Motion carried on voice vote.

D. COMMUNICATIONS
1. 2014 Health Risk Assessment Results
No action or discussion.

E. DISCUSSION/ACTION ITEMS
1. O-24-14 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinances (Polling Places) (Introduced by Alderman Nichols).
Clerk Galeazzi explained the polling place for Aldermanic Districts 1 & 2 for the November 4, 2014 election will need to be changed from the Senior Center to Trinity Lutheran School due to the renovation of the Senior Center.

Moved by Ald. Keehan, seconded by Ald. Langdon to recommend to Common Council O-24-14 An Ordinance Amending Title 2, Chapter 1 of the Code of Ordinances (Polling Places)
Motion carried on roll call 7-0.

2. CVMIC Update (CA/HRD Captain)
CA/HRD Captain gave an overview of the Cities & Villages Mutual Insurance Company (CVMIC) Professional Development and Training Program she attended. She is working with CVMIC staff to have someone speak at a future Administration Committee meeting.

General discussion ensued on 2015 insurance premium projections, volunteer policy, liability dividend payouts, changes in coverage, increase reserves for claims.

F. ADJOURNMENT
Moved by Ald. Langdon, seconded by Ald. Taylor to adjourn at 8:13 p.m.
Motion carried on voice vote.

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

DRAFT

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
September 2, 2014
MINUTES

A. CALL TO ORDER
Meeting called to order by Chairman Sevenich at 8:13 p.m.

B. ROLL CALL/EXCUSED ABSENCES
PRESENT: Aldermen Zelinski, Benner, Nichols, Taylor, Sevenich, Langdon, Keehan
EXCUSED: Alderman Englebert
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, ASD Steeno, Clerk Galeazzi

C. MINUTES TO APPROVE
1. August 4, 2014
Moved by Ald. Taylor, seconded by Ald. Keehan to approve minutes.
Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS
1. Street Use Application – St. Mary's Central Homecoming Parade; Friday, October 3, 2014; 4:30 PM – 5:30 PM
Moved by Ald. Taylor, seconded by Ald. Langdon to recommend to Common Council Street Use Application for St. Mary's Central Homecoming Parade, Friday Oct 3, 2014, 4:30-5:30 p.m.
Motion carried on roll call 7-0.

2. Street Use Application – Menasha High School Homecoming Parade; Friday, October 10, 2014; 5:30 PM – 6:15 PM
Moved by Ald. Taylor, seconded by Ald. Keehan to recommend to Common Council Street Use Application for Menasha High School Homecoming Parade, Friday Oct 10, 2014, 5:30-6:15 p.m.
Motion carried on 7-0.

3. Change Order - Al Dix Concrete, Inc.; Contract Unit No. 2013-01; Midway Road Walk Construction; ADD: $9,338.73 (Change Order No. One)
DPW Radtke explained the change order is primarily for additional terrace restoration of some properties for proper drainage. The project is still within budget.

Moved by Ald. Taylor, seconded by Ald. Langdon to recommend to Common Council Change Order for Al Dix Concrete, Inc, Contract Unit No. 2013-01 for Midway Road Walk Construction, ADD $9,338.73 (Change Order No. 1)
Motion carried on roll call 7-0.

DRAFT

4. Change Order - Northeast Asphalt, Inc.; Contract Unit No. 2014-01; New Street Construction, Gambsky Grove (Harold Drive) and First Addition to Southfield; DEDUCT: $29,167.80 (Change Order No. One)

DPW Radtke explained most of the deduction is from property owners having the paving of their driveways done by private contractors.

Moved by Ald. Taylor, seconded by Ald. Keehan to recommend to Common Council Change Order for Northeast Asphalt, Inc, Contract Unit No. 2014-01 for new street construction of Gambsky Grove (Harold Drive) and First Addition to Southfield, DECUCT $29,167.80 (Change Order No. 1)
Motion carried on roll call 7-0.

5. Payment – Al Dix Concrete, Inc.; Contract Unit No. 2013-01; Midway Road Walk Construction; $ 13,111.20 (Payment No. 3 & Final)

Moved by Ald. Taylor, seconded by Ald. Langdon to recommend to Common Council Payment to Al Dix Concrete, Inc, Contract Unit No. 2013-01 for Midway Road Walk Construction for the amount of $13,111.20 (Payment No. 3 & Final)
Motion carried on roll call 7-0.

6. Payment – Northeast Asphalt, Inc.; Contract Unit No. 2014-01; New Street Construction, Gambsky Grove (Harold Drive) and First Addition to Southfield; $30,339.75 (Payment No. 3 & Final)

Moved by Ald. Taylor, seconded by Ald. Keehan to recommend to Common Council Payment to Northeast Asphalt, Inc, Contract Unit No. 2014-01 for new street construction of Gambsky Grove (Harold Drive) and First Addition to Southfield for the amount of $30,339.75 (Payment No. 3 & Final).
Motion carried on roll call 7-0.

E. ADJOURNMENT

Moved by Ald. Taylor, seconded by Ald. Langdon to adjourn at 8:24 p.m.
Motion carried on voice vote.

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

Minutes of Regular Meeting
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
Elisha D. Smith Public Library Gegan Room
August 21, 2014

Call to order at 4:00 p.m. by President Murray.
Present: Crawmer, Eisen, Golz, Kiley, Murray, Nichols, VanderHeyden, Wicihowski, Kaminski
Absent: None
Also Present: Director Lenz, K. Beson (Head of Children's Services) and K. Dreyer (Administrative Assistant).

Public Comment/Communication
Golz asked if there are planned repairs for the parking lot and driveways. At the August meeting of the Building & Grounds Committee, Buildings Superintendent Alix reported that those improvements may happen this year.

Consent Business
Golz made a correction to the minutes of July 17. He spoke on the phone with Curt Detjen of the Community Foundation; he did not meet with him in person. Motion made by Eisen to approve the Library Board meeting minutes from July 17, 2014, as amended and accept the Fundraising Committee meeting minutes of July 17, 2014, and the Building and Grounds Committee meeting minutes of August 4, 2014, seconded by Golz. Motion carried unanimously.

Authorization of Bills
Eisen asked about the $1,535 endowment check to UW-Madison. The library received a Library Services and Technology grant to digitize cassettes of oral history interviews from Neenah and Menasha residents in 1976; that expense was part of the grant. Motion made by Eisen to authorize payment of the August list of bills from the 2014 budget as presented, seconded by Crawmer. Motion carried unanimously.

Director's Report/Information Items
1. July Statistics. July statistics were similar to prior months except that downloads of ebooks were up 60.2%. We will be increasing our contribution to the Wisconsin Public Library Consortium Advantage Account in 2015, making more copies of these materials available to our patrons.

2. Budget Update. Lenz reported that 58.1% of the year has passed and 57.8% of the budget has been spent. Last month, Eisen asked about funds collected in fines and how much was written off. So far this year, $8,734.06 was collected in fines. Teens that came to the library to read off their fines had $74.50 waived, and $1,045.12 was waived during this spring's Food for Fines drive. Even though the budget line for wages looks like it has been spent, the combined total of salaries and wages are 55% spent, and the rest was a retirement payout.

3. Endowment Report. There were no questions about the endowment report.

4. Staff Reports. Beson received a grant from Jewelers Mutual through the Community Foundation for the Fox Valley Region for a Bounce into Books program that will be done in cooperation with Banta School to promote literacy for students enrolled in the early childhood special education and four year old kindergarten program. Nichols suggested providing a press release about this program to the common council, as well as all library press releases, to inform them on what the library is doing. There were 822 kids signed up for the summer reading program; 170 kids met the 30 Book Challenge. All summer reading program statistics will be ready in about a week.

5. Strategic Plan Update. This report has goals and objectives in blue that have been completed previously. Those in green are in process. And those in red were completed during the last month: Patrons are now able to print from their own device (from anywhere) to the photocopier at the reference desk. And shelving has been rearranged to accommodate more fiction and AV materials.

6. Trustees Webinars. Webinars were held this week at noon for library trustees.

7. Fundraising Committee Update. The Fundraising Committee, with help from the Menasha Rotary Club, is planning the First Great Menasha Library Chili Cook-Off to be held on November 2 at Waverly Beach at noon. Tickets will cost $20 in advance and $25 at the door, with tables of 8 for $200, which will include a reserved table and wait staff. Letters will be sent out to restaurants on September 2 and committee members will personally follow-up the next week. The committee asked the Trustees to each make a Literary Basket for the silent auction. Local businesses will be asked to support this event by contributing a

Literary Basket, attending the event, and/or donating a raffle item. Nichols suggested that the letters to restaurants put greater emphasis on the benefits of participating. She also suggested that Lenz do the follow-ups.

8. Building and Grounds Committee Report. The Building and Grounds Committee met with Adam Alix to discuss necessary building projects. Those deemed necessary in 2015 are:
   - Roof ($100,000) – The roof is a priority.
   - Elevator Lift Cylinder ($25,000)
   - Light Pipes and Daylight Sensors ($30,000) – To improve efficiency.
   - Flooring in Company E Room ($12,000) – This carpet is 10 years old, has irremovable stains, and some of the seams are starting to open up. Carpet squares were suggested.

   Lenz has submitted a grant application to the Menasha Corporation for a Mother's Room.

Discussion/Action Items

9. Staff Request for Unpaid Leave. Library Aide Stadtmueller is requesting unpaid time off from August 26 to September 18. Our policy states that the director can grant 2 weeks of unpaid leave and that more must be approved by the Trustees. Motion to approve this leave, after all paid time off benefits have been used, made by Eisen and seconded by VanderHeyden. Motion carried unanimously.

10. Finance Committee Report. The committee recommended some personnel position and wage scale changes (see below). They also presented a draft budget that includes the recommended personnel changes and a substantial increase to the materials budget, which directly supports circulation, a concern among many Trustees. Eisen suggested that the Investments Committee discuss the expected 2015 revenues and expenditures of the endowment fund before the Trustees approve a 2015 library's budget, with an eye to funding more programs and program supplies with endowment funds. Historically, endowment funds are used only to supplement/enhance programs that are paid for within the municipal budget. Numbers are also still unknown for the city's cost items such as vehicle/equipment rental, city's tech service, housekeeping supplies, and insurance. Health insurance costs are expected to increase significantly. The Investments Committee will meet in the next 2-3 weeks to review endowment fund investments and the 2015 endowment budget. The draft budget includes no cost of living adjustment.

11. Library Staff Wage Scale. Discussion of the personnel changes recommended by the Finance Committee included that they are based on comparisons to positions and wage scales at other Fox Cities public libraries and libraries throughout Wisconsin with similar service areas to ours, as well as changes to work duties and technology that no longer call for keeping the Aide and part-time Clerk positions distinct. Eisen pointed out that the recommended changes align within the city and that supervisors have more responsibility without an assistant director. Nichols was wary of the impact the changes would have on future budgets and pointed out that there is little staff turnover. The committee recommended placing the supervisors on a new scale, with all three supervisors at the same step, at about the same rate they are on the current scale. The new (recommended) scale ranges from $51,139.92 to $68,763.76 annually; the current scale ranges from $46,310.68 to $62,279.80. They also recommended combining the Aide and Part-Time Clerk positions into a new Library Assistant position with a wage scale ranging from $12.00 to $16.15 per hour. Currently, the Aide scale ranges from $9.81 to $13.19 per hour; the clerk scale from $13.87 to $18.63. Motion made by Eisen to approve the personnel changes as recommended by the Finance Committee, seconded by Crawmer. Motioned carried on roll call 7-1. Nichols voted no.

12. 2015 Library Budget. Although a draft budget was considered, approval was delayed until the Trustees' September meeting when more information will be available from the city and the Investments Committee.

13. Review of Trustee Essentials: Chapter 20. VanderHeyden summarized this chapter, which focuses on the Library Board and Building Accessibility. Next month, Wicihowski will review Chapter 21.

Adjournment

Motion to adjourn the meeting at 5:15pm was made by Kiley and seconded by Crawmer. Motion carried unanimously.

Respectfully submitted,
Kathy Dreyer, recording secretary

CITY OF MENASHA
Plan Commission
Council Chambers, City Hall – 140 Main Street
September 9, 2014
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 3:36 PM by Mayor Merkes.

B. ROLL CALL/EXCUSED ABSENCES

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

PLAN COMMISSION MEMBERS EXCUSED: Commissioners DeCoster and Cruickshank.

PLAN COMMISSION MEMBERS ABSENT:

OTHERS PRESENT: CDD Keil, PP Homan, and Shawn McKibben, Miles Dominowski, Ted Dominowski, Jeffrey Lowe, Keith Sippel, Mark Kruser, Meg Roback, Steve Mayer, Patricia Wagner, Richard Fisher and Brian Moore.

3:30 PM – Public Hearing Regarding the Proposed Rezoning of the Property Located West of 1011 E Midway Road, Which Includes Parcel Numbers 7-00901-00, 7-00902-00 and 7-00903-00 from R-1 Single Family Residential to Planned Unit Development.

Mayor Merkes opened the public hearing at 3:36 PM.

No one from the public spoke.

The hearing was closed at 3:37 PM.

C. MINUTES TO APPROVE

1. **Minutes of the August 19, 2014 Plan Commission Meeting**
   Motion by Comm. Sturm, seconded by Ald. Benner to approve the August 19, 2014 Plan Commission meeting minutes. The motion carried.

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

1. No one spoke.

E. COMMUNICATION

1. **Regional Bike and Pedestrian Plan**
   Commissioners discussed possibilities for a Racine Street route and the apparent favoring of commuter over recreational routes.

F. DISCUSSION

1. **Bike and Pedestrian Accommodations – Oneida Street and Midway Road to Barker Farm Park**
   CDD Keil stated that the pending trail extension through the proposed Oak Park Place development to Barker Park has placed new emphasis on completing the connection between Manitowoc and Midway Road through the park. Commissioners discussed the relationship to and timing of the Province Terrace trail construction north of Manitowoc Road. DPW Radtke reported that he had included the sidewalk on Manitowoc Road between Oneida Street and Barker Park in the 2016 Capital Improvement Plan. Following discussion, consensus emerged that the construction of this segment should be moved up to 2015, and that it should be constructed as a trail than a sidewalk and that the Province Terrace trail should be postponed to

be coincident with the final street paving.

G. ACTION ITEMS

1. **Proposed Rezoning of the Property Located West of 1011 E Midway Road, Which Includes Parcel Numbers 7-00901-00, 7-00902-00 and 7-00903-00 and Consideration of Planned Unit Development Plan – Senior Living Development**

Shawn McKibben presented an overview of the project. The facility will contain 40 assisted living units and 30 units of memory care with other elements to address the social and recreational needs of residents.

Persons from the gallery commented on Midway Road access, compatibility of the building with the neighborhood, parking and lighting and future expansion. Commissioners discussed the amount and orientation of parking, the trail connection between Midway Road, Cottonwood Drive and Barker Park, the retention of the tree line on the west side of the site, lighting and street access.

CDD Keil reviewed conditions that staff recommended to be made as part of the site plan approval.

Motion by Ald. Benner, seconded by Comm. Sturm to recommend approval of the rezoning of parcels 7-00901-00, 7-00902-00 and 7-00903-00 from R-1 Single Family Residential to PUD Planned Unit Development and to approve the site plan subject to the following conditions:

1. That a bike/pedestrian easement not less than 15 feet in width connecting the existing path in the Midway Road right of way to Cottonwood Drive and/or Barker Park be granted to the City of Menasha prior to an Occupancy Permit being granted.
2. That a temporary easement be granted to the City of Menasha not less than 30 feet in width for the purpose of constructing the bike/pedestrian path.
3. That a site grading and erosion control plan be submitted for review and approval by the Public Works Department.
4. That a storm water management plan meeting the post construction storm water management requirements of Chapter 7 of the Menasha Code of Ordinances be submitted for review and approval by the Public Works Department.
5. That a site lighting plan meeting the requirements of Section 13-1-12(h) of the Menasha Code of Ordinances be submitted for review and approval by the Plan Commission.
6. That a landscaping plan meeting the requirements of Section 13-1-12(g) of the Menasha Code of Ordinances be submitted for review and approval by the Plan Commission.
7. That a description or samples of building materials meeting the requirements of Section 13-1-12 (f) of the Menasha Code of Ordinances be submitted to the Plan Commission for review and approval.
8. That a detail drawing of the dumpster enclosure and mechanical equipment enclosure (if any) be submitted to the Plan Commission for review and approval.
9. That a CSM be created to combine the three parcels prior to final building plan approval.

The motion carried.

2. **Site Plan Reivew – Fox Lodge II – 2184 Midway Road**

PP Homan presented an overview of the project and described the relationship to the first phase of the development. Commissioners discussed building materials, and prospects for future expansion to the north. PP Homan reviewed conditions that staff recommended to be made as part of the site plan approval.

Motion by DPW Radtke, seconded by Comm. Schmidt to approve the site plan with the following conditions:

1. That the landscaping plan be modified to include additional canopy trees on the east side of the site.
2. That a lighting plan be submitted for staff review and approval.

The motion carried.

3. **Special Use Permit – 321 Konemac Street**

CDD Keil reviewed the issues that were identified at the August 19 Plan Commission meeting and reported that there has been communication between himself, the fire department, the building inspector and the applicant. The building inspector requested that the applicant conduct a walk-through of the building with an architect to determine what changes may need to be made to the structure to accommodate the use as an enclosed repair facility.

Applicant Miles Dominowski reported on his interactions with the Fire Department and building inspector. Commissioners discussed the change in occupancy relative to building code requirements and considerations for impacts to the neighborhood. There was consensus that the use could be compatible with certain limitations and the applicant was urged to engage a qualified professional to assess the building for code compliance as related to the proposed use.

No action was taken.

H. ADJOURNMENT

Motion by DPW Radtke, seconded by Comm. Sturm, to adjourn at 4:59 PM.

The motion carried.

Minutes respectfully submitted by CDD Keil.

MENASHA POLICE COMMISSION MEETING MINUTES
DRAFT

President Jason Dionne called the meeting to order on August 28th at 4:30 PM, Menasha Safety Building, 430 First Street, Menasha, Wisconsin

Present: Ron Duuck, Terri Reuss, Chief Styka, Jason Dionne, Tony Gutierrez

Excused: Marshall Spencer

Minutes to Approve: Terri Reuss moved to approve June 19th, 2014 meeting minutes. Ron Duuck seconded the motion. The Commission unanimously approved the minutes.

Communication to Receive: Letter of appreciation from Absolute Software for Stephanie Gruss's work on an employee computer theft case.

DISCUSSION

Correspondence: None

New Business: None

Chief Styka Report

Police Commission Meeting 8/28/2014
Training:

- Dealing with Difficult People: Borchart (6 hrs)
- LEDB Records Management System: Halderson (1 hr)
- Into to Child Sex Trafficking: Gruss (1.25 hrs)
- A.L.I.C.E. Training: Jorgenson, Gollner, Cook, Zemlock (16 hrs)
- Crisis Intervention Partners Training: Borchart (16 hrs)
- How to Communicate with Tact & Professionalism: Olson (12 hrs)

Department Updates:

- Hiring Process Continues – Currently 2 positions remain open.
- 4th of July fireworks changed to Seafood Fest. The PD is concerned about the ability to plan for the event as we have no history of the 2 events being combined. There will be an alcohol free/ family friendly area.
- SMART/NEWART Program is on hold with Chief Helein's retirement.
- PC Replacement is underway – Records, Investigations, Capt. Halderson
- Building Wifi is now complete. This will afford us various options of being able to bring computers in and out of the squad and into the building.
- County-wide CART Team continues to progress with Jeff Jorgenson as our department rep.
- Peer support team – nominees have been accepted. We will be narrowing down the list of people to be trained.
- Union has completed the change in representation from AFSCME to Gill & Gill of Appleton. Contract negotiations have begun.
- Next Coffee with the Cops, September 24th 9:00 am at the Library

Closed Session: Terri Reuss moved to begin closed session of the meeting at 4:50 pm. Tony Gutierrez seconded the motion. The Commission unanimously approved to enter a closed session.

Wisconsin statutes sec 19.85 (1)(c)

*Considering the employment, promotion, compensation or evaluating the performance of any Employee under the commission's jurisdiction.

*Open patrol position (consideration of candidates).

Adjourn: Terri Reuss moved to adjourn. Jason Dionne seconded the motion at 7:23 pm. The motion was unanimously supported.

The next bi-monthly meeting will be held Thursday October 16th 2014 at 4:30pm Menasha Safety Building, 430 First Street, Menasha, Wisconsin.

Menasha alderpersons 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; however no official Action of any of these bodies will be taken.

Menasha is committed to its diverse population. Our non- English speaking population or those with disabilities are invited to contact the acting Chief of Police at 967-3500 at least 24-hours in advance to ensure special accommodations can be made.

Respectfully submitted,
Theresa Reuss
Commissioner, Secretary

PROCLAMATION

PROCLAMATION CONCERNING THE CITY OF MENASHA TO RAISE AWARENESS OF BULLYING AND RECOGNIZING OCTOBER AS "BULLYING PREVENTION MONTH".

Whereas, the City of Menasha has an interest in promoting the social and economic well-being of their citizens, students, and employees; and

Whereas, bullying in the schools, workplace, and community has become an increasingly significant problem in the United States; and

Whereas, bullying can take many forms, including verbal, physical, and most recently in cyberspace, and can happen in many places throughout the community, in the workplace, and both on and off school grounds; and

Whereas, the well-being of Menasha depends upon the existence of healthy and productive students, employees, and citizens learning, working, and living in safe and abuse-free environments; and

Whereas, almost thirty percent of the youth in the United States are estimated to be involved in bullying each year, and between thirty and fifty percent of employees in the United States are subject to workplace bullying sometime in their career; and

Whereas, abusive work environments are costly for employers, with consequences including reduced productivity, absenteeism, turnover, and injuries; and

Whereas, abusive school environments are costly for the community with consequences including negatively impacting a student's connection with school, their engagement with the curriculum, and their overall ability to learn; and

Whereas, research has documented stress-related health consequences for individuals caused by exposure to abusive environments; and

Whereas, it is important for the City of Menasha to be aware of bullying and to encourage discussion of the problem as a community, school, and workplace; and

Whereas, the City of Menasha is united in its desire to educate and to encourage positive behaviors and to eliminate bullying behaviors; and

Now therefore be it Resolved, that the City of Menasha resolve their unified commitment to the education and prevention of bullying within our communities, schools, and workplaces; exploring solutions to the problem, including cyber bullying, and offering support in raising awareness and recognizing October as

Bullying Prevention Month

in the City of Menasha.

Passed and approved this ____day of September, 2014.

CITY OF MENASHA

_____ _____

Donald Merkes, Mayor Deborah A. Galeazzi, City Clerk

MEMORANDUM

To: City of Menasha Common Council

From: Peggy Steeno, Administrative Services Director

Date: September 8, 2014

RE: 2014 Equalized Values

As discussed briefly at a recent Council Meeting, the Wisconsin Department of Revenue releases, on August 15th of each year, the statewide equalized values for all taxing jurisdictions. To that end, outlined below is the 2014 Equalized Value (including TIF Districts) for the City of Menasha, as well as a five year history of the same.

Year	***Equalized Value***	***Percentage Change***
2014	$999,088,600	+2.48%
2013	$974,894,000	(1.81%)
2012	$992,831,200	(3.50%)
2011	$1,028,857,200	+0.17%
2010	$1,027,132,300	(1.05%)
2009	$1,037,997,500	

As you can see by the above details, the City's equalized value increased in 2014 by 2.48%. While this is definitely a positive for the City, it is important to note that, until we have our final assessed values in mid to late November, we will not know exactly how these changes will affect tax rates for 2014.

I will continue to provide information on the 2014 tax rate as I receive it.

Please let me know if you have questions on this communication.

DRAFT

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Tuesday, September 2, 2014
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 Zelinski, Benner, Nichols, Taylor, Sevenich, Langdon, Keehan
EXCUSED: Alderman Englebert
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, PRD Tungate, LD Lenz, PP Homan, Clerk Galeazzi

D. PUBLIC HEARING
1. Proposed amendments to Title 13 and 14 of the Menasha Code of Ordinances pertaining to eliminating Section 13-1-14(k) which requires a 10 foot setback from drainage easements, and the creation of Section 14-1-11(b)(3) which establishes engineering design criteria for certain open drainage ways.

CDD Keil gave a brief overview of the proposed changes to the drainage ways.

No one spoke

Mayor Merkes called the public hearing to a close.

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
Robert Erickson, 258 Misty Meadow Lane, Menasha. Lettering on NMFR Fire Trucks.

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, 8/18/14.
b. IT Steering Committee, 8/6/14.
c. Landmarks Commission, 8/13/14.
d. NMFR Joint Finance & Personnel Committee, 8/26/14.
e. NM Sewerage Commission, 7/22/14.
f. Parks & Recreation Board, 8/11/14, 8/21/14.
g. Personnel Committee, 8/18/14.
h. Plan Commission, 8/19/14.
i. Water and Light Commission, 7/30/14.
Communications:
j. ASD Steeno; Press Release, City of Menasha Announces Appointment of Public Health Director, 8/22/14.
k. PRD Tungate; Press Release, City of Menasha Fireworks to Be Held September 6th., 8/22/14.
l. CDD Keil; Boys and Girls Club Site Plan and Building Elevations, 7/26/14.
m. LD Lenz; Library Press Release: Menasha Library, Banta School Receive Grant, 8/7/14; Fall Book Sale, 8/7/14; Global Crisis of Human Trafficking, 8/27/14; Menasha Library Chili Cook-Off, October 2014.
n. Julie Parker-Birschbach to Mayor Merkes, 8/25/14, Letter of Appreciation.
o. Menasha Historical Society, September 2014.
Moved by Ald. Benner, seconded by Ald. Keehan to receive Minutes and Communications A-O.
Discussion ensued on Minutes D (NMFR Joint Finance & Personnel Comm, 8/26/14)
Motion carried on voice vote.

DRAFT

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, 8/18/14.

Personnel Committee, 8/18/14 - Recommends the Approval of:

2. To authorize the creation of one Lead Person position in the Public Works Department, adding it to the table of organization without increasing the number of employees in the department and the pay range for the position is as outlined in the memo dated 8/14/14.

NMFR Joint Finance & Personnel Committee, 8/26/14 – Recommends the Approval of:

3. The proposed 2015 cost distribution formula with the City of Neenah funding share set at 60.55% and the City of Menasha funding share set at 39.45% and direct both Finance Directors to continue to research the square footage of all buildings and make sure this is a viable component for future budget formulas.

Moved by Ald. Benner, seconded by Ald. Keehan to approve Consent Agenda items 1-3.
Motion carried on roll call 7-0

H. ITEMS REMOVED FROM CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 8/21/14 to 8/28/14 in the amount of $1,121,238.28.

Moved by Ald. Nichols, seconded by Ald. Keehan to approve accounts payable and payroll.
Discussion ensued on expenditures.
Motion carried on roll call 7-0.

2. Beverage Operators License Applications for the 2013-2015 licensing period.

Moved by Ald. Nichols, seconded by Ald. Keehan to approve beverage operator's license applications as listed on memo dated 8/27/14.
Motion carried on roll call 7-0.

Erin Proctor addressed the Council. Asked they approve her beverage operators license application that is being recommended for denial by the Police Dept.
General discussion ensued on recommendation to deny for being a habitual offender.
Moved by Ald. Zelinski, seconded by Ald. Benner to deny beverage operator's license application of Erin Proctor for being a habitual offender in accordance to City of Menasha Guidelines.
Motion carried on roll call 7-0.

Tia Meade addressed the Council. Asked they approve her beverage operators license application that is being recommended for denial by the Police Dept.
General discussion ensued on recommendation to deny for being a habitual offender.
Moved by Ald. Nichols seconded by Ald. Benner to deny beverage operator's license application of Tia Meade for being a habitual offender in accordance to City of Menasha Guidelines.
Motion carried on roll call 7-0.

3. Intergovernmental Agreement to Satisfy Eligibility for Recycling Consolidation Grant for Calendar Year 2015.

Moved by Ald. Benner, seconded by Ald. Nichols to approve Intergovernmental Agreement to Satisfy Eligibility for Recycling Consolidation Grant for Calendar Year 2015.
Motion carried on roll call 7-0.

4. Alcohol Traffic Enforcement Grant 2014-15.

Moved by Ald. Zelinski, seconded by Ald. Taylor to approve Alcohol Traffic Enforcement Grant 2014-15.
PC Styka gave an overview of the grant process and what the grant funds would be used for.
Motion carried on roll call 7-0.

DRAFT

J. ORDINANCES AND RESOLUTION

1. O-25-14 – An Ordinance Amending Title 14, Chapter 1 of the Code of Ordinances. (Drainage Way Design for Subdivisions) (Introduced by Ald. Benner) (Recommended by the Plan Commission).

Moved by Ald. Benner, seconded by Ald. Langdon adopt O-25-14 An Ordinance Amending Title 14, Chapter 1 of the Code of Ordinances (Drainage Way Design for Subdivisions)
Motion carried on roll call 7-0.

2. O-26-14 – An Ordinance Amending Title 13, Chapter 1 of the Code of Ordinances. (Eliminating Setbacks from Drainage Easements). (Introduced by Ald. Benner) (Recommended by the Plan Commission).

Moved by Ald. Benner, seconded by Ald. Zelinski to adopt O-26-14 an ordinance Amending Title 13, Chapter 1 of the Code of ordinances (Eliminating Setback from Drainage Easements).
Motion carried on roll call 7-0.

K. APPOINTMENTS

L. HELD OVER BUSINESS

1. Special Common Council, 8/13/14. (Held 8-18-14).

Original Motion from 8/18/14: Moved by Ald. Benner, seconded by Ald. Englebert to approve Special Common Council minutes of 8/13/14.
Ald. Taylor handed out amended minutes.
Moved by Ald. Taylor, seconded by Ald. Sevenich to approve amended Special Common Council Minutes of 8/13/14.
Motion to approve amendments carried on roll call 6-1. Ald. Benner voted no.
Original motion as amended carried on roll call 7-0.

2. Implementation of Brand Statement and Logo Selection. (Held 8-18-14).

Original Motion from 8/18/14: Moved by Ald. Nichols, seconded by Ald. Keehan to approve the selection of Option C as listed in memo dated 8/14/14 as the new City Logo and implement the Brand Statement.
General discussion ensued on current logo versus new logo, marketing of City, budget impact to change logo, community input, having input from entire Council.
Moved by Ald. Benner, seconded by Ald. Keehan to postpone action on implementation of brand statement and logo selection until September 15, 2014.
Motion failed on roll call 3-4.
Ald. Nichols, Keehan, Benner voted yes.
Ald. Taylor, Sevenich, Langdon, Zelinski voted no.

It was requested to separate the motion.

Motion to approve selection of Option C as listed in memo dated 8/14/14 as the new City Logo.
Motion failed on roll call 3-4.
Ald. Nichols, Keehan, Benner voted yes.
Ald. Taylor, Sevenich, Langdon, Zelinski voted no.

Motion to implement the Brand Statement
Motion carried on roll call 7-0.

M. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)
Robert Erickson, 258 Misty Meadow Lane, Menasha. Discussion on City logo.

N. RECESS TO COMMITTEES
Moved by Ald. Langdon, seconded by Ald. Benner to recess at 7:53 p.m.
Motion carried on voice vote.
Reconvened at 8:26 p.m.

DRAFT

O. CLAIMS AGAINST THE CITY

Moved by Ald. Benner, seconded by Ald. Nichols to Adjourn into Closed Session pursuant to Wisconsin State Statute §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Discussion with the City Attorney of Notices of Circumstances and pending claims against the City).
Motion carried on roll call 7-0.

P. ADJOURNMENT

Moved by Ald. Sevenich, seconded by Ald. Benner to adjourn at 9:06 p.m.
Motion carried on voice vote.

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

Staff Recommendations pertaining to the Rezoning of Parcels 7-00901-00, 7-00902-00and 7-00903-00 from R-1 to PUD

Motion Required- Motion to recommend approval of the rezoning of parcels 7-00901-00, 7-00902-00 and 7-00903-00 from R-1 Single Family Residential to PUD Planned Unit Development to the Common Council and to approve the site plan subject to the following conditions:

1. That a bike/pedestrian easement not less than 15 feet in width connecting the existing path in the Midway Road right of way to Cottonwood Drive and/or Barker Park be granted to the City of Menasha prior to an Occupancy Permit being granted.
2. That a temporary easement be granted to the City of Menasha not less than 30 feet in width for the purpose of constructing the bike/pedestrian path.
3. That a site grading and erosion control plan be submitted for review and approval by the Public Works Department.
4. That a storm water management plan meeting the post construction storm water management requirements of Chapter 7 of the Menasha Code of Ordinances be submitted for review and approval by the Public Works Department.
5. That a site lighting plan meeting the requirements of Section 13-1-12(h) of the Menasha Code of Ordinances be submitted for review and approval by the Plan Commission.
6. That a landscaping plan meeting the requirements of Section 13-1-12(g) of the Menasha Code of Ordinances be submitted for review and approval by the Plan Commission.
7. That a description or samples of building materials meeting the requirements of Section 13-1-12 (f) of the Menasha Code of Ordinances be submitted to the Plan Commission for review and approval.
8. That a detail drawing of the dumpster enclosure and mechanical equipment enclosure (if any) be submitted to the Plan Commission for review and approval.
9. That a CSM be created to combine the three parcels prior to final building plan approval.

City of Menasha

SPECIAL ZONING APPROVAL

Owner PPF Commercial-Menasha Subdivision, LLC c/o Pfeffle Companies, Inc Case or Plan No. _____

Address 200 E. Washington St. Ste 2A Appleton, WI 54911 Fee $350

Applicant (if different than Owner) Oak Parie Place

Address 719 Jupiter Dr. - Madison, WI 53718

Zoning Single family residential Parcel Number(s) 7-00901-00, 7-00902-00, 7-00903-00 & 31-9-479

PLEASE INDICATE WHICH REQUEST IS BEING MADE

- [x] Rezoning
- [ ] Special Use
- [ ] Flood Plain Map Amendment
- [ ] Appeal or Variance
- [x] PUD Plan Approval
- [ ] Comprehensive Plan Amendment

Description of Request: Proposing to develop a 70 unit senior living community with Assisted Living and Memory Care units. Current zoning is single family residential.

(If applicable)

Informal Hearing 9/9/2014

Notice Mailed 9/2/2014

Formal Hearing 9/15/2014

Notice Mailed 9/2/2014

Notice Mailed _____

Action Taken: _____ 20____

- [ ] APPROVED
- [ ] DENIED

Conditions (if any): _____

Owner/Agent _____
Signature

September 2, 2014

Dear Property Owner:

The City of Menasha will be holding public hearings regarding the proposed rezoning of property located west of 1011 E Midway Road which includes parcel numbers 7-00901-00, 7-00902-00 and 7-00903-00. You are being notified of the proposed rezoning in accordance with Section 13-1-142 of the Menasha Code of Ordinances.

Rezoning of the properties from R-1 Single Family District to Planned Unit Development is requested to enable the development of housing and associated facilities providing health care services to seniors.

Please see the enclosed map and public hearing notice for more information.

The Plan Commission will be considering this rezoning at an informal public hearing on Tuesday, September 9, 2014 at 3:30 p.m. or shortly thereafter in the Third Floor Council Chambers of City Hall, 140 Main Street. Persons interested in this matter will be given an opportunity to comment and ask questions about the proposed rezoning. A second public hearing before the Common Council will be held Monday, September 15, 2014 at 6:00 p.m. or shortly thereafter in the Council Chambers of City Hall, 140 Main Street.

Questions regarding the proposed project may be directed to Shawn McKibben, Director of Development and Construction, Oak Park Place, LLC at 608-663-8792 or via email at smckibben@oakparkplace.com. The City of Menasha Community Development Department may also be contacted at 920-967-3650 or via email gkeil@ci.menasha.wi.us.

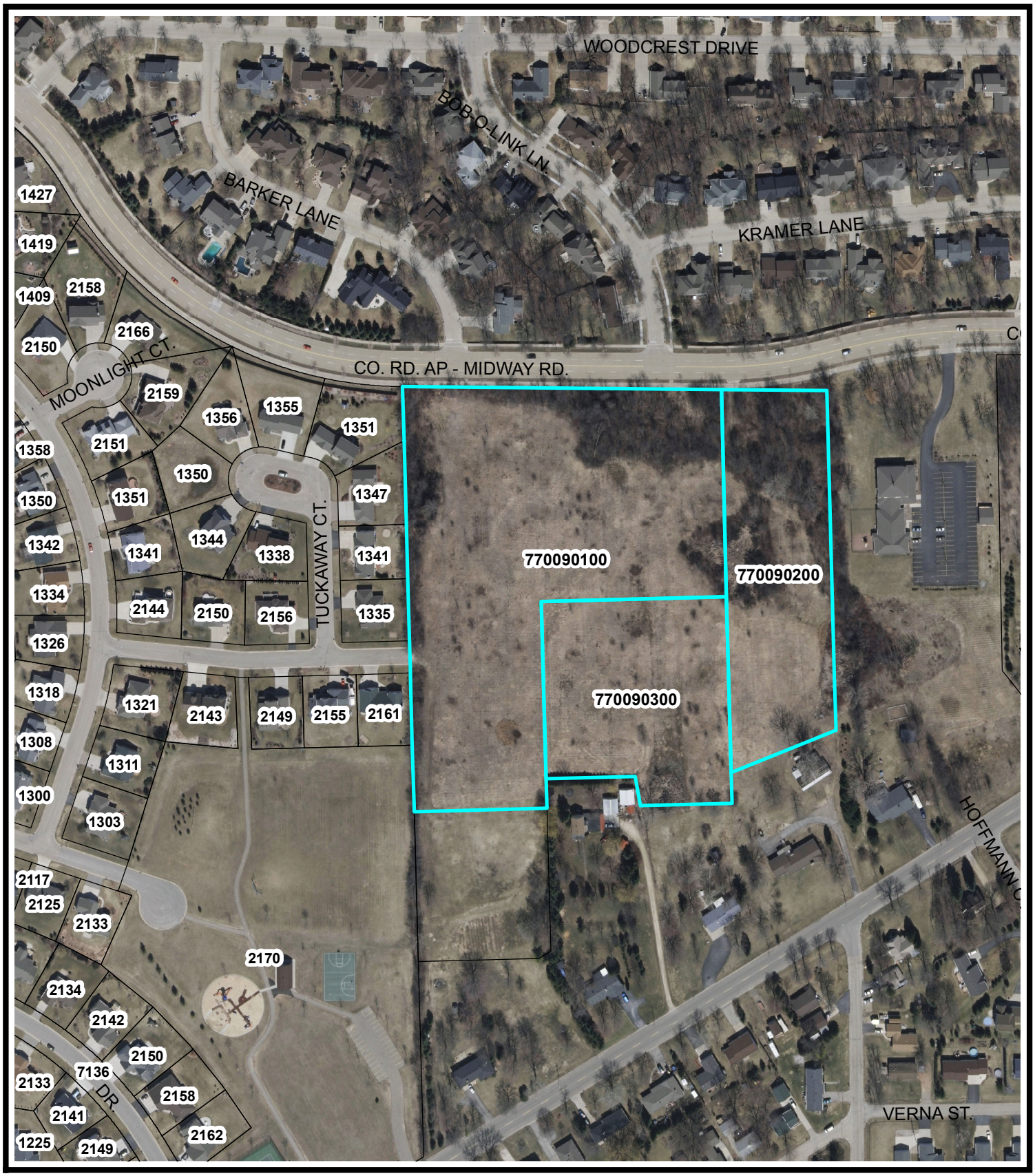
Sincerely,

Kristi Heim

Kristi Heim
Community Development Coordinator

Enclosures

c: City of Menasha Clerk Deborah Galeazzi
Town of Harrison Clerk Jennifer Weyenberg
City of Appleton Clerk Dawn Collins



Proposed Rezoning from R-1 Single Family to Planned Unit Development

Legend

Parcels Proposed for Rezoning:
Parcel ID# 7-00901-00,
7-00902-00 & 7-00903-00

N

0 50 100 200 300

Feet

CITY OF MENASHA
Public Hearing

NOTICE IS HEREBY GIVEN that the City of Menasha Plan Commission and Common Council will hold public hearings regarding the proposed rezoning of the property located west of 1011 E Midway Road, which includes parcel number 7-00901-00, 7-00902-00 and 7-00903-00.

Rezoning of the properties from R-1 Single Family District to Planned Unit Development is requested to enable the development of housing and facilities providing health care services to seniors.

Public hearings will be held as follows:

Plan Commission
Date of Hearings: Tuesday, September 9, 2014
Time of Hearings: 3:30 p.m. or shortly thereafter
Place of Hearings: City Hall Council Chambers, 140 Main Street, Menasha

Common Council
Date of Hearings: Monday, September 15, 2014
Time of Hearings: 6:00 p.m. or shortly thereafter
Place of Hearings: City Hall Council Chambers, 140 Main Street, Menasha

Questions regarding the proposed project may be directed to Shawn McKibben, Director of Development and Construction, Oak Park Place, LLC at 608-663-8792 or via email at smckibben@oakparkplace.com. The City of Menasha Community Development Department may also be contacted at 920-967-3650 or via email gkeil@ci.menasha.wi.us.

Deborah A. Galeazzi
City Clerk

Publish: September 2 and 8, 2014

OAK PARK PLACE

MENASHA

MENASHA

WISCONSIN

ADCI

GENERAL DRAWING SYMBOLS

- PARTIAL ELEVATION
- SECTION MARKER
- DETAIL MARKER
- EXPANDED PLAN
- INTERIOR ELEVATIONS
- NORTH ARROW
- DOOR SYMBOL
- WINDOW SYMBOL
- WALL SYMBOL
- ROOM NUMBER
- SMOKE DETECTOR
- FIRE EXTINGUISHER - CABINET TYPE
- FIRE EXTINGUISHER - CYLINDER TYPE
- FIRE EXTINGUISHER & VALVE CABINET
- PULL STATION
- FIRE HORN
- DOOR HOLD DEVICE
- EXIT LIGHT
- EXHAUST FAN
- EMERGENCY LIGHT
- RESCUE ASSISTANCE INTERCOM
- RESCUE ASSISTANCE DIRECTIONAL SIGN
- RESCUE ASSISTANCE
- BOULDER WALL
- DRINKING FOUNTAINS
- SIGN LOCATION
- REVISION / ADDENDUM DESIGNATION
- FLOOR ELEVATION

NOTE:
ALL DIMENSIONS ARE STUD TO STUD UNLESS OTHERWISE NOTED.

ABBREVIATIONS

A: AREA
AB: ANCHOR BOLT
ACOUST: ACOUSTICAL
ACT: ACOUSTICAL TILE
ADDM: ADDENDUM
AFF: ABOVE FINISHED FLOOR
ALT: ALTERNATE
ALUM: ALUMINUM
ANCH: ANCHOR
ANOD: ANODIZED
APPROX: APPROXIMATE
APRVD: APPROVED
ARCH: ARCHITECTURAL

BV: BOTTOM (OF)
BD: BOARD
BDRM: BEDROOM
BIT: BITUMINOUS
BL: BUILDING LINE
BLDG: BUILDING
BLK: BLOCK
BLKG: BLOCKING
BM: BEAM
BOT: BOTTOM
BP: BASE PLATE
BRG: BEARING
BSMT: BASEMENT

C/C: CENTER TO CENTER
CAP: CAPACITY
CER: CERAMIC
CG: CORNER GUARD
CIP: CAST IN PLACE
CJ: CONTROL JOINT
CL: CENTER LINE
CLG: CEILING
CLO: CLOSET
CLR: CLEAR
CLR OPG: CLEAR OPENING
CMU: CONCRETE MASONRY UNIT
CNTR: CENTER
COL: COLUMN
CONC: CONCRETE
CONST: CONSTRUCTION
CONTR: CONTRACTOR
CONT: CONTINUOUS
CORR: CORRIDOR
CPT: CARPET
CSMT: CASEMENT
CT: CERAMIC TILE

DBL: DOUBLE
DP: DEEP
DL: DEAD LOAD
DEMO: DEMOLITION
DF: DRINKING FOUNTAIN
DIAG: DIAGONAL
DIAM: DIAMETER
DISP: DISPENSER
DN: DOWN
DTL: DETAIL
DWG: DRAWING(S)
DS: DOWNSPOUT
DH: DOOR HOLD OPEN

EA: EACH
EIFS: EXTERIOR INSULATION FINISH SYSTEM
EJ: EXPANSION JOINT
EL: ELEVATION
ELEC: ELECTRICAL
ELEV: ELEVATOR
ENCL: ENCLOSURE
EPDM: ETHYLENE PROPYLENE DIENE MONOMER
EQ: EQUAL
EQUIP: EQUIPMENT
EW: EACH WAY
EXC: EXCAVATE, EXCAVATION
EXIST: EXISTING
EXT: EXTERIOR

FD: FLOOR DRAIN
FDN: FOUNDATION
FE: FIRE EXTINGUISHER
FEC: FIRE EXTINGUISHER CABINET
FF: FINISH FLOOR
FIN: FINISH
FLR: FLOOR
FTG: FOOTING
FRTRD: FIRE TREATED
FURN: FURNITURE

GA: GAUGE
GALV: GALVANIZED
GC: GENERAL CONTRACTOR
GND: GROUND
GLU-LAM: GLUE LAMINATED
GRAN: GRANITE
GWB: GYPSUM WALL BOARD

HB: HOSE BIB
HC: HOLLOW CORE
HDCP: HANDICAPPED (ACCESSIBLE)
HDR: HEADER
HDW: HARDWARE
HGT: HEIGHT
HM: HOLLOW METAL
HORIZ: HORIZONTAL
HR: HOUR
HWD: HARDWOOD

INFO: INFORMATION
INSUL: INSULATION
INT: INTERIOR
INTERM: INTERMEDIATE

JAN: JANITOR
JST: JOIST
JT: JOINT

L: LONG
LAM: LAMINATE, LAMINATED
LAV: LAVATORY
LL: LIVE LOAD
LT WT: LIGHT WEIGHT

MAINT: MAINTENANCE
MAT: MATERIAL
MAX: MAXIMUM
MECH: MECHANICAL
MEMB: MEMBRANE
MEZZ: MEZZANINE
MFG: MANUFACTURER
MANUF: MANUFACTURE(D)
MIN: MINIMUM
MISC: MISCELLANEOUS
MO: MASONRY OPENING
MTL: METAL

NIC: NOT IN CONTRACT
NO: NUMBER
NTS: NOT TO SCALE

OC: ON CENTER
OFCI: OWNER FURNISHED CONTRACTOR INSTALLED
OFOI: OWNER FURNISHED OWNER INSTALLED
OD: OVERFLOW DRAIN
OH: OVERHEAD, OVERHANG
OPG: OPENING
OPP: OPPOSITE
OSB: ORIENTED STRAND BOARD

PLAM: PLASTIC LAMINATE
PC: PRECAST CONCRETE
PERIM: PERIMETER
PERP: PERPENDICULAR
PREFIN: PREFINISHED
PKG: PARKING
PL: PROPERTY LINE
PLBG: PLUMBING
PLWD: PLYWOOD
PT: PAINT
PRELIM: PRELIMINARY
PREFAB: PREFABRICATED
PTRTD: PRESERVATIVELY TREATED
PVMT: PAVEMENT

QT: QUARRY TILE
QTY: QUANTITY

R: RISER
RAD: RADIUS
RD: ROOF DRAIN
REFL: REFLECTED
REF: REFRIGERATOR
REINF: REINFORCEMENT, REINFORCE
REQD: REQUIRED
RESIL: RESILIENT
RET: RETAINING
REV: REVISION
RM: ROOM
RO: ROUGH OPENING
RS: ROUGH SAWN

SCHED: SCHEDULE
SECT: SECTION
SF: SQUARE FOOT
SHT: SHEET
SHTHG: SHEATHING
SHWR: SHOWER
SIM: SIMILAR
SPEC: SPECIFICATION
SQ: SQUARE
SS: STAINLESS STEEL
STD: STANDARD
STL: STEEL
STOR: STORAGE
STRUCT: STRUCTURAL
SUSP: SUSPENDED
SYM: SYMMETRICAL
SYS: SYSTEM

T: TREAD
TI: TOP (OF)
T&B: TOP AND BOTTOM
T&G: TONGUE AND GROOVE
TEL: TELEPHONE
TEMP: TEMPORARY
THK: THICK
TLT: TOILET
TYP: TYPICAL

UNEXC: UNEXCAVATED
UNO: UNLESS NOTED OTHERWISE

VCT: VINYL COMPOSITION TILE
VERT: VERTICAL
VEST: VESTIBULE
VR: VAPOR RETARDER

W: WITH
W/O: WITHOUT
WC: WATER CLOSET
WD: WOOD
WH: WATER HEATER
WIN: WINDOW
WT: WEIGHT

YD: YARD

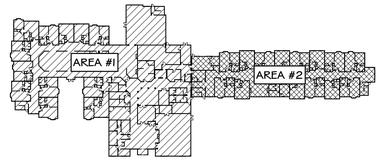
PROJECT INFORMATION

PROJECT:
OAK PARK PLACE
MENASHA
#Site Address1
MENASHA, WISCONSIN #Site Postcode

OWNER:
OAK PARK PLACE OF MENASHA LLC
719 JUPITER DRIVE
MADISON, WISCONSIN 53718

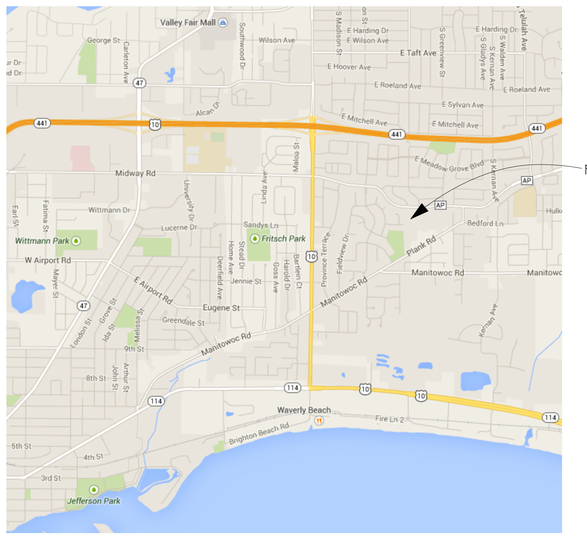
ARCHITECT/INTERIOR DESIGN:
ARCHITECTURAL DESIGN CONSULTANTS, INC.
30 WISCONSIN DELLS PARKWAY
P.O. BOX 580
LAKE DELTON, WI 53940
PHONE NUMBER: (608) 254-6181
FAX NUMBER: (608) 254-2139

BUILDING INFORMATION:		
LOCATION:	AREA #1	AREA #2
OCCUPANCY:	I-1 & I-2	I-1
CLASS OF CONSTRUCTION:	IIA	VA
SPRINKLERED	YES (NFPA 13)	YES (NFPA 13)
NUMBER OF STORIES:	2	2
NUMBER OF FLOORS:	2	2
FLOOR AREAS:		
FIRST	36,208 SF	15,675 SF
SECOND	27,025 SF	15,675 SF
BUILDING AREA:	63,233 SF	31,350 SF
BUILDING FOOTPRINT:	36,208 SF	15,675 SF
ADCI PROJECT NUMBER:	14-014	
BUILDING CODE	2009 INTERNATIONAL BUILDING CODE W/ WISCONSIN AMENDMENTS	



KEY PLAN

INDEX OF DRAWINGS:	
TS	TITLE SHEET
CIVIL:	
C1.1	SITE PLAN
ARCHITECTURAL:	
A1.0	OVERALL FIRST FLOOR PLAN
A2.0	OVERALL SECOND FLOOR PLAN
A5.1	EXTERIOR ELEVATIONS



PROJECT LOCATION

VICINITY MAP

NOT TO SCALE

UNIT SUMMARY

	UNIT TYPE	UNIT AREA	UNIT DESCRIPTION	FIRST	SECOND	TOTAL
MEMORY CARE (1-2)	MC-1	318 SF	"TYPE B" UNIT	---	23	23
	MC-2	318 SF	"ACCESSIBLE" UNIT	---	3	3
	MC-3	347 SF	"TYPE B" UNIT	---	2	2
	MC-4	324 SF	"TYPE B" UNIT	---	1	1
	MC-5	399 SF	"TYPE B" UNIT	---	1	1
	TOTAL PER FLOOR			---	30	30
ASSISTED LIVING (1-1)	AL5-1	563 SF	"TYPE B" STUDIO UNIT	2	---	2
	AL5-2	563 SF	"ACCESSIBLE" STUDIO UNIT	1	---	1
	AL5-3	563 SF	"TYPE B" STUDIO UNIT	5	6	11
	AL 1 BR-1	752 SF	"TYPE B" 1 BEDROOM UNIT	7	---	7
	AL 1 BR-2	752 SF	"ACCESSIBLE" 1 BEDROOM UNIT	1	---	1
	AL 1 BR-3	752 SF	"TYPE B" 1 BEDROOM UNIT	7	8	15
	AL 1 BR-4	782 SF	"TYPE B" 1 BEDROOM UNIT	1	---	1
	AL 2 BR-1	1,104 SF	"TYPE B" 2 BEDROOM UNIT	1	---	1
	AL 2 BR-2	1,016 SF	"ACCESSIBLE" 2 BEDROOM UNIT	1	---	1
	TOTAL PER FLOOR			26	14	40

ISSUED FOR:		DATE:
SCHEMATIC DESIGN APPROVAL		08-11-2014
PLANNING COMMISSION	✓	09-02-2014

REVISION:

PRELIMINARY PLANS NOT FOR CONSTRUCTION

Architectural Design Consultants, Inc.
30 Wisconsin Dells Parkway • P.O. Box 580
Lake Delton, WI 53940
Phone: (608) 254-6181 Fax: (608) 254-2139

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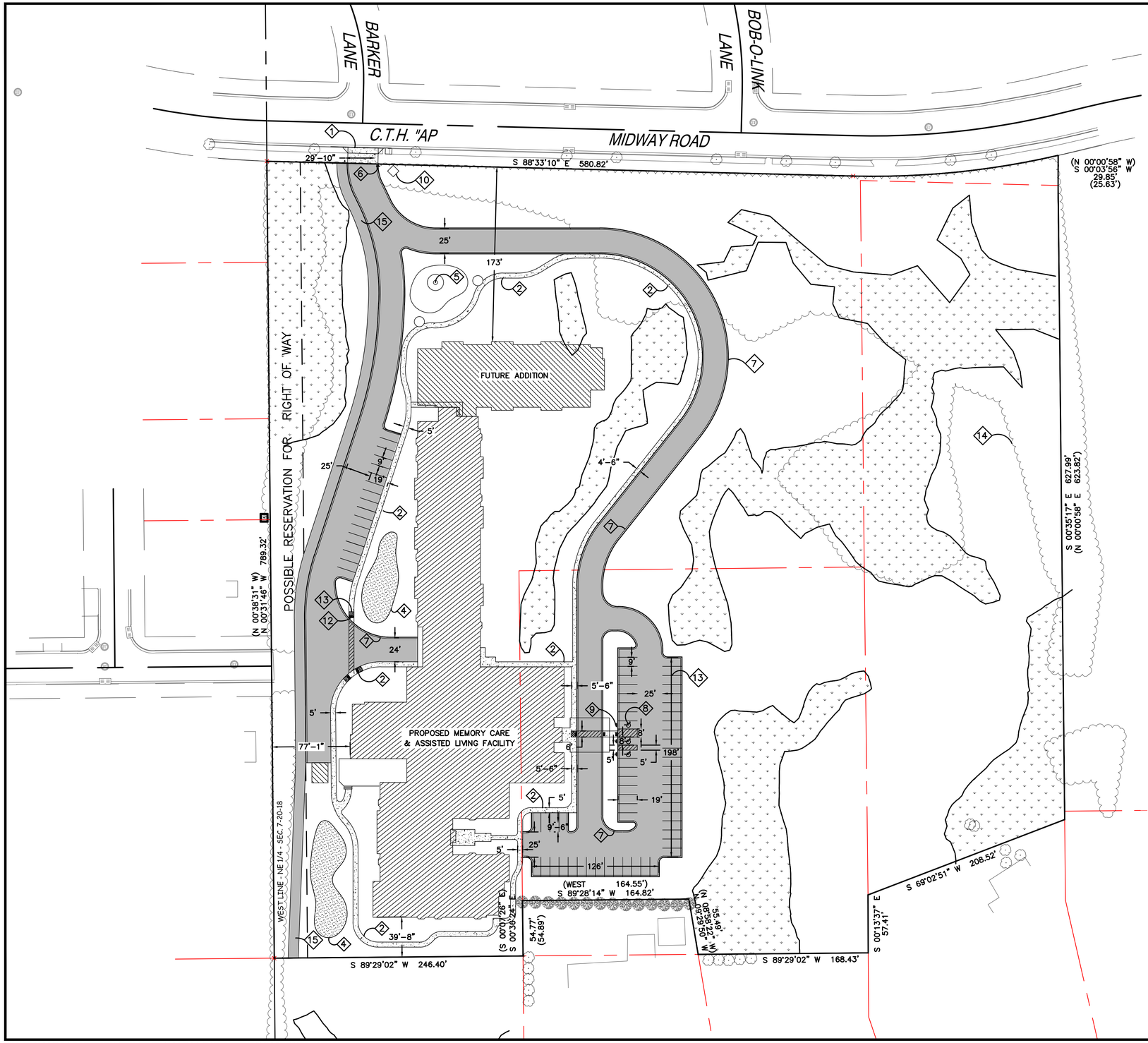
OAK PARK PLACE
MENASHA WISCONSIN

TITLE SHEET

Drawn By:	T. FRAWLEY
Checked By:	M. KRUSER
Date:	09-02-2014
Scale:	AS NOTED
Job Number:	14-014

SHEET NUMBER
TS



PLAN KEY

1. NEW DRIVEWAY APPROACH IN ACCORDANCE WITH CITY OF MENASHA STANDARDS. CONTRACTOR TO OBTAIN PERMIT FROM THE CITY TO WORK IN THE RIGHT-OF-WAY
2. SIDEWALK
3. PAVEMENT STRIPING
4. STORMWATER MANAGEMENT AREA
5. FOUNTAIN
6. 7' HIGH STOP SIGN
7. 18" CURB AND GUTTER
8. VAN ACCESSIBLE STALL, TYP.
9. ACCESSIBLE PARKING SIGN, TYP.
10. MONUMENT SIGN
11. CURB RAMP, TYP.
12. DETECTABLE WARNING FIELD, TYP.
13. 4" PAVEMENT STRIPING WITH NON-EPOXY, TRAFFIC-GRADE PAINT, TYP
14. EXISTING WOODED AREA
15. 10' WIDE MULTI-USE CITY PATH

KEY

- BITUMINOUS PAVEMENT
- CONCRETE
- WETLAND AREAS AS DELINEATED BY R.A. SMITH NATIONAL, INC. ON MAY 8 & MAY 14, 2014

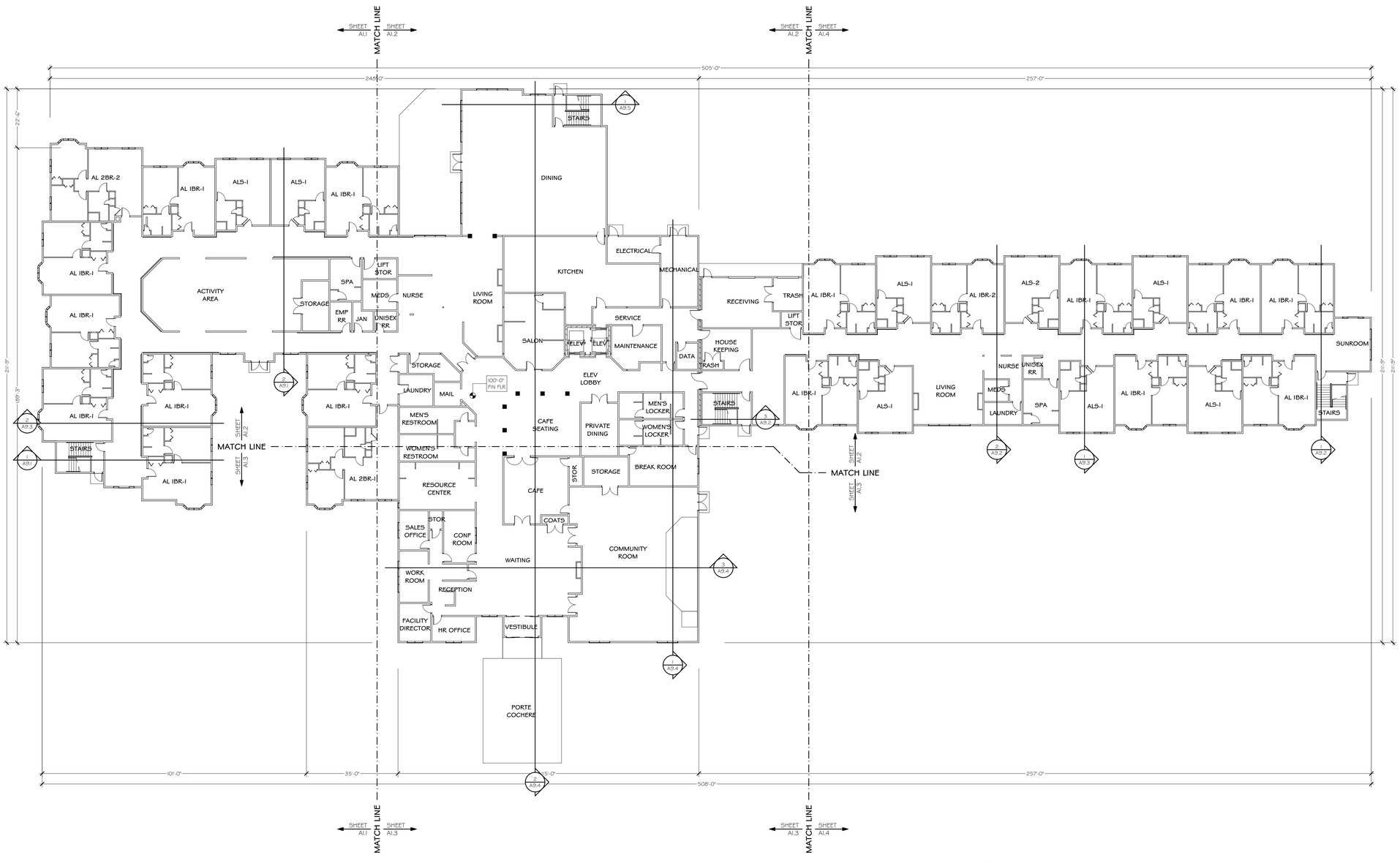
ISSUANCE/REVISION	DATE
SITE PLAN APPROVAL	09-02-14

PROFESSIONAL ENGINEERING LLC
818 N Meadowbrook Ln
Waunakee, WI 53597
phone (608) 849-9378
fax (608) 237-2129

OAK PARK PLACE MENASHA
CIVIL SITE PLAN

MENASHA, WISCONSIN

C101



OVERALL FIRST FLOOR PLAN

SCALE: 1" = 20'

PRELIMINARY PLANS NOT FOR CONSTRUCTION

REVISION:

ADCI Architectural Design Consultants, Inc.
30 Wisconsin Dells Parkway • P.O. Box 580
Lake Delton, WI 53940
Phone: (608) 254-6181 Fax: (608) 254-2139

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OAK PARK PLACE
MENASHA

MENASHA WISCONSIN

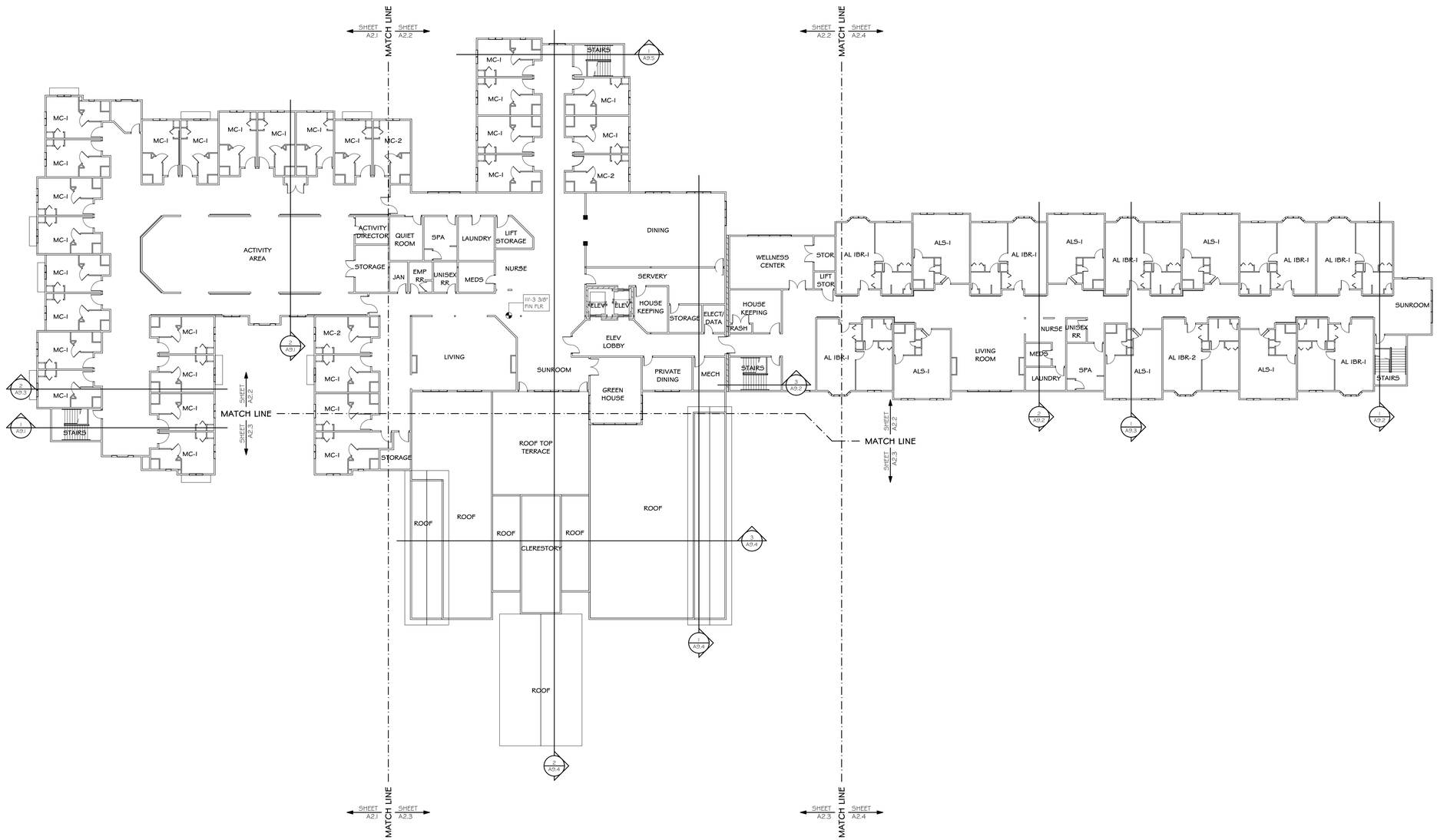
OVERALL FIRST FLOOR PLAN

Drawn By:	T. FRAWLEY
Checked By:	M. KRUSER
Date:	09-02-2014
Scale:	AS NOTED
Job Number:	14-014

SHEET NUMBER

A1.0

Tuesday, September 02, 2014 8:11 AM teamwork:\LDTEAM01\14-014 Plans 7-21-14



OVERALL SECOND FLOOR PLAN

SCALE: 1" = 20'

PRELIMINARY PLANS NOT FOR CONSTRUCTION

REVISION:

ADCI Architectural Design Consultants, Inc.
30 Wisconsin Dells Parkway • P.O. Box 580
Lake Delton, WI 53940
Phone: (608) 254-6181 Fax: (608) 254-2139

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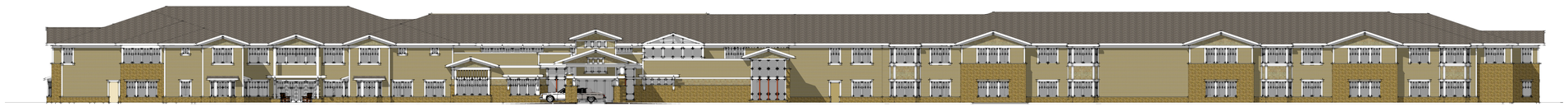
OAK PARK PLACE
MENASHA
WISCONSIN
MENASHA

OVERALL SECOND FLOOR PLAN

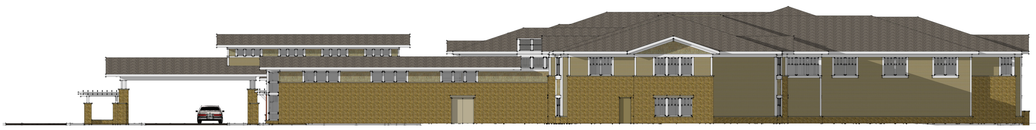
Drawn By:	T. FRAWLEY
Checked By:	M. KRUSER
Date:	09-02-2014
Scale:	AS NOTED
Job Number:	14-014

SHEET NUMBER
A2.0

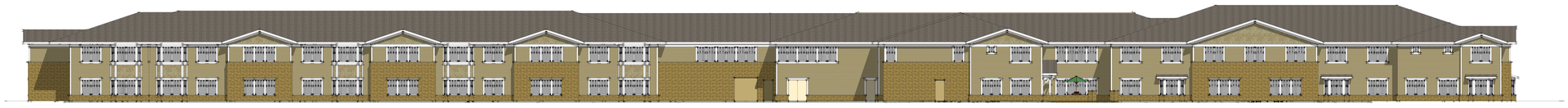
Tuesday, September 02, 2014 8:11 AM teamwork:\ILDTEAM01\14-014 Plans 7-21-14



East Elevation

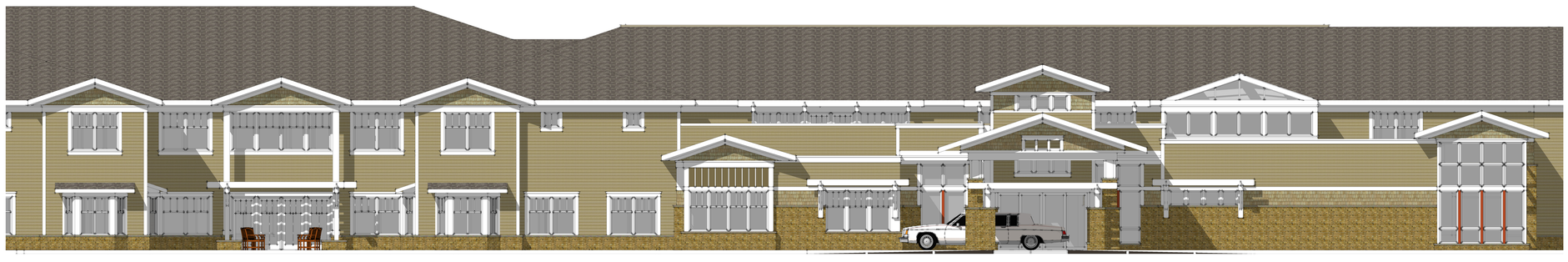


North Elevation



West Elevation

South Elevation



East Entrance Elevation

PRELIMINARY PLANS NOT FOR CONSTRUCTION

REVISION:

ADCI Architectural Design Consultants, Inc.
30 Wisconsin Dells Parkway • P.O. Box 580
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Phone: (608) 254-6181 Fax: (608) 254-2139

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OAK PARK PLACE
MENASHA WISCONSIN
MENASHA

EXTERIOR ELEVATIONS

Drawn By:	T. FRAWLEY
Checked By:	M. KRUSER
Date:	09-02-2014
Scale:	AS NOTED
Job Number:	14-014

SHEET NUMBER
A8.1

UNDERGROUND UTILITIES

THESE RECORD DRAWINGS HAVE BEEN PREPARED, IN PART, ON THE BASIS OF INFORMATION COMPILED AND FURNISHED BY OTHERS. THE SURVEYOR AND ARCHITECT WILL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS WHICH HAVE BEEN INCORPORATED INTO THIS DOCUMENT AS A RESULT.

SOME UTILITIES HAVE BEEN LOCATED BY MAPS PROVIDED BY OTHERS – LOCATIONS ARE APPROXIMATE.

PRIVATE UTILITIES MAY EXIST BUT ARE NOT SHOWN ON MAP. CONTACT DIGGERS HOTLINE FOR LOCATIONS.

FIELD VERIFY SANITARY AND STORM SEWER PIPE SIZE AND LOCATION.

UNDERGROUND UTILITIES SHOWN ON THIS MAP ARE BASED IN PART ON MARKINGS BY DIGGERS HOTLINE.

AS SURVEYED LEGAL DESCRIPTION

Outlot 1 of Certified Survey Map #1594 and part of the West ½ of the Northeast ¼ of Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin, and more particularly described as follows:

Commencing at the North ¼ corner of Section 7, Township 20 North, Range 18 East; thence S 00°31'46" E along the West line of the Northeast ¼ of said Section 7, 778.00 feet to the South Right of Way of Midway Road and being the Point of Beginning of parcel to be described; thence S 88°33'10" E along said South Right of Way, 580.82 feet to the beginning of a curve; thence along the arc of a curve to the left and along said South Right of Way, said curve having a radius of 813.50 feet, an arc length of 204.52 feet and a chord length of 203.98 feet which bears N 84°14'43" E; thence S 00°03'56" W, 29.85 feet; thence S 00°35'17" E, 627.99 feet; thence S 69°02'51" W, 208.52 feet; thence S 00°13'37" E, 57.41 feet; thence S 89°29'02" W, 168.43 feet; thence N 09°29'50" W, 55.49 feet; thence S 89°28'14" W, 164.82 feet; thence S 00°36'24" E, 54.77 feet; thence S 89°29'02" W, 246.40 feet to the West line of the Northeast ¼ of Said Section 7; thence N 00°31'46" W along said West line, 789.32 feet to the Point of Beginning and there terminating.

BENCH MARK

ELEVATIONS ARE BASED ON INFORMATION RECEIVED FROM THE CITY OF MENASHA ENGINEERING DEPARTMENT.

BENCHMARK #1
BURY BOLT OF HYDRANT LOCATED IN THE NORTHEAST CORNER OF COTTONWOOD DR. AND TUCKAWAY CT. INTERSECTION. ELEVATION=800.81

BENCHMARK #2
PUMPER SPOUT OF HYDRANT LOCATED IN THE NORTHWEST CORNER "CTH AP" AND BOB-O-LINK LN. INTERSECTION. ELEVATION=803.88

LEGEND

These standard symbols will be found in the drawing.

- SANITARY SEWER
- STORM SEWER
- POWER OVERHEAD
- BURIED ELECTRIC
- BURIED GAS
- BURIED TELEPHONE
- WATERMAIN
- FIBER OPTICS
- EDGE OF BITUMINOUS
- CONTOUR LINE
- RECTANGULAR CATCH BASIN
- STORM MANHOLE
- SANITARY MANHOLE
- ELECTRIC TRANSFORMER
- HYDRANT
- POWERPOLE
- SIGN
- TELEPHONE PEDESTAL
- WATER VALVE
- CEDAR TREE
- TREE
- 3/4" O.D. IRON BAR FOUND
- COMPUTED PROPERTY CORNER
- 1" I.D. IRON PIPE FOUND
- ( ) RECORDED AS
- MAG NAIL FOUND
- PK NAIL FOUND
- 1 1/4" O.D. IRON BAR FOUND

N / W / E / S

0 50 100 150

SCALE : 1" = 50' (24 X 36)
1" = 100' (11 X 17)

ISSUANCE/REVISION	DATE
SITE PLAN APPROVAL	09-02-14

PROFESSIONAL ENGINEERING LLC
818 N Meadowbrook Ln
Waunakee, WI 53597
phone (608) 849-9378
fax (608) 237-2129

OAK PARK PLACE MENASHA
EXISTING CONDITIONS
MENASHA, WISCONSIN

C100

City of Menasha Disbursements

Weekly Accounts Payable	9/4/14-9/11/14 Checks # 47418-47577	$ 343,925.84
Bi-Weekly Payroll	9/4/14	$ 173,002.15

Additional Regular Cycle Accounts Payables -Paid Electronically

WRS	8/29/14	$ 127,501.01
Debt Service Payments	9/2/14	$ 1,355,111.88
Delta Dental	9/3/14	$ 631.20
Department of Revenue	9/4/14	$ 200.75
Community First Credit Union-Payroll Deductions	9/4/14	$ 7,275.00
Nationwide Retirement	9/5/14	$ 11,201.50
BMO Harris-Flex Spending	9/5/14	$ 3,680.35
Delta Dental	9/10/14	$ 1,773.26
Federal Tax Withholding	9/10/14	$ 68,657.30
		$ 1,576,032.25
Total		$ 2,092,960.24

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 — 9/11/14

Peggy Steeno
Administrative Services Director

Date

Notes:
- Medical Expense Reimbursement Trust-Retirement Pay Out
- Community First Credit Union-Employee Deductions
- 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: 9/4/2014

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AAA PORTABLES	47418	9/4/2014	13599	100-0703-553.20-09	115.00	Portable Toilets
		9/4/2014	13600	100-0703-553.20-09	115.00	Portable Toilets
			Total for check: 47418		**230.00**	
AGRECOL	47419	9/4/2014	0025690-IN	625-1010-541.21-02	840.00	Plants
				625-1010-541.21-06	2,044.22	Plants
				625-1010-541.30-18	2,044.23	Plants
			Total for check: 47419		**4,928.45**	
ALL-SPORT TROPHY	47420	9/4/2014	48710	100-0702-552.30-18	493.00	2014 Grunski Runski
			Total for check: 47420		**493.00**	
APPLETON ELECTRONICS SUPPLY LLC	47421	9/4/2014	13262	731-1022-541.38-03	88.00	Switch
		9/4/2014	13313	731-1022-541.38-03	1.50	Automotive Connectors
			Total for check: 47421		**89.50**	
CITY OF APPLETON	47422	9/4/2014	220724	100-0918-531.21-06	500.00	Preparedness Agreement
			Total for check: 47422		**500.00**	
ASSOCIATED BAG COMPANY	47423	9/4/2014	N349336	100-0909-531.30-18	76.03	Dental Supplies/Poly Bags
			Total for check: 47423		**76.03**	
JAZMIN BELKNAP	47424	9/4/2014	HATTIE MINER	822-0413-554.30-16	250.00	Scholarship - Fall, 2014
			Total for check: 47424		**250.00**	
BERGSTROM FORD OF NEENAH	47425	9/4/2014	30883	731-1022-541.38-03	54.52	Insulator Asy/Part
		9/4/2014	30947	731-1022-541.38-03	3,640.00	Transmission
		9/4/2014	30967	731-1022-541.38-03	63.92	Retainer/Bold/Stud Gasket/Seal
		9/4/2014	30968	731-1022-541.38-03	18.55	Seal Asy/Gasket
		9/4/2014	31034	731-1022-541.38-03	64.46	Kit

AP Check Register
Check Date: 9/4/2014

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BERGSTROM FORD OF NEENAH...	47425...	9/4/2014	31074	731-1022-541.38-03	163.18	Sensor
		9/4/2014	CM31074	731-1022-541.38-03	(35.00)	Core Return/CREDIT
			Total for check: 47425		**3,969.63**	
BMO HARRIS BANK NA	47426	9/4/2014	4044450	100-0202-512.21-06	260.00	Monthly Fees
			Total for check: 47426		**260.00**	
BRAZEE ACE HARDWARE	47427	9/4/2014	027368	100-0703-553.30-18	6.18	Fasteners/Smith Park
			Total for check: 47427		**6.18**	
BUBRICK'S	47428	9/4/2014	943780	100-0801-521.30-10	31.02	Supplies
			Total for check: 47428		**31.02**	
BUCKLIN'S TREE SERVICE	47429	9/4/2014	6477	625-1010-541.30-18	416.89	Clear
		9/4/2014	6677	625-1003-541.30-18	33.82	Fire Station Drain Tile
		9/4/2014	6682	625-1003-541.30-18	149.71	Fire Station Drain Tile
			Total for check: 47429		**600.42**	
PAMELA A CAPTAIN	47430	9/4/2014		100-0202-512.30-16	476.87	August Expenses
			Total for check: 47430		**476.87**	
CHANG, PAO	47431	9/4/2014	CHANG	100-0000-201.15-00	40.00	Farm Fresh Market
			Total for check: 47431		**40.00**	
CHILDREN'S HOSPITAL OF WISCONSIN	47432	9/4/2014		100-0916-531.33-02	30.00	Oral Health Conference
			Total for check: 47432		**30.00**	
CRESCENT ELECTRIC SUPPLY COMPANY	47433	9/4/2014	087-510743-00	100-0801-521.24-03	210.00	Breakroom Floor Bay
		9/4/2014	087-510743-01	100-0801-521.24-03	6.18	Hubbell Faceplate

AP Check Register
Check Date: 9/4/2014

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CRESCENT ELECTRIC SUPPLY COMPANY...	47433...	9/4/2014	087-510852-00	100-0704-552.24-03	156.00	Pool Speaker Wire
		9/4/2014	087-512336-00	100-0704-552.24-03	72.21	Pool
		9/4/2014	087-512564-00	731-1022-541.24-03	904.56	Cover
		9/4/2014	087-512770-00	100-0703-553.24-03	500.00	Jefferson Park
		9/4/2014	087-513868-00	100-0703-553.24-03	210.98	LED LMP
		9/4/2014	087-514030-00	100-0903-531.24-03	8.25	Light/Covers/Bay
				100-0703-553.24-03	1.84	Light/Covers/Bay
		9/4/2014	087-514030-01	100-0703-553.24-03	216.94	Red Lights
		9/4/2014	087-514239-00	100-0703-553.24-03	29.06	Fuse/Strut
		9/4/2014	087-515069-00	100-0903-531.24-03	(6.08)	CREDIT
		9/4/2014	087-516413-00	207-0707-552.24-03	27.00	Vert In-Use CVR
			Total for check: 47433		**2,336.94**	
KORTNEY DAHM	47434	9/4/2014		100-0903-531.33-01	23.00	July & August Expenses
			Total for check: 47434		**23.00**	
TODD DREW	47435	9/4/2014		100-0904-531.33-01	23.50	August Expenses
			Total for check: 47435		**23.50**	
FABCO EQUIPMENT INC	47436	9/4/2014	C155629	731-1022-541.38-03	81.39	Lid
			Total for check: 47436		**81.39**	
FACTORY MOTOR PARTS CO	47437	9/4/2014	18-1338005	731-1022-541.30-18	(15.00)	Credit
		9/4/2014	18-1342109	731-1022-541.38-03	41.59	Oil Filters
		9/4/2014	18-Z01626	731-1022-541.38-03	220.01	Batteries
		9/4/2014	18-Z01684	731-1022-541.38-03	202.01	Batteries/Battery Cores
		9/4/2014	50-893319	731-1022-541.38-03	187.27	Core Charge
			Total for check: 47437		**635.88**	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
FAITH TECHNOLOGIES INC	47438	9/4/2014	560249	100-0000-201.03-00	20,000.00	Steam Plant Escrow
			Total for check: 47438		**20,000.00**	
FERGUSON ENTERPRISES #448	47439	9/4/2014	1080445	100-0703-553.24-03	199.72	CVR
		9/4/2014	1098007	100-0801-521.24-03	8.95	PD Lobby
				100-0501-522.24-03	8.95	PD Lobby
		9/4/2014	1098848	100-0801-521.24-03	3.72	Tape/Oring
			Total for check: 47439		**221.34**	
FERGUSON WATERWORKS #1476	47440	9/4/2014	0155288	625-1010-541.30-18	2,841.75	Pipes & Coups
		9/4/2014	0155558	625-1010-541.30-18	560.00	Pipe
		9/4/2014	0155957	625-1010-541.30-18	109.60	PVC Coup/Sewer Pipe
		9/4/2014	0155961	625-1010-541.30-18	256.00	PVC Sewer
		9/4/2014	0155988	625-1010-541.30-18	46.00	Coupling
		9/4/2014	0156270	625-1010-541.30-18	1,169.62	Curb Form/Grate
		9/4/2014	0157256	625-1010-541.30-18	96.20	PVC Coup/Gilbert Site
			Total for check: 47440		**5,079.17**	
FIRST SUPPLY LLC - APPLETON	47441	9/4/2014	80714-99	100-0703-553.24-03	5.00	Service Charge
			Total for check: 47441		**5.00**	
FOX CITIES PARTY RENTAL	47442	9/4/2014		100-0000-201.15-00	1,275.00	Farm Fresh Market/Tent
			Total for check: 47442		**1,275.00**	
PEOPLE 2.0 GLOBAL INC	47443	9/4/2014	40316900	100-0000-201.03-00	620.00	Steam Plant Escrow
		9/4/2014	40316927	100-0000-201.03-00	558.00	Steam Plant Escrow
			Total for check: 47443		**1,178.00**	

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GARDENS & GOODIES INC	47444	9/4/2014	GARDENS & GOOD	100-0000-201.15-00	48.00	Farm Fresh Market
			Total for check: 47444		**48.00**	
GAT SUPPLY INC	47445	9/4/2014	00031280	470-0501-522.82-02	81.10	Station 35 Concrete
			Total for check: 47445		**81.10**	
GERDAU	47446	9/4/2014	91999211	100-1009-541.30-18	492.00	Depere Street
		9/4/2014	91999217	100-1009-541.30-18	820.00	Depere Street
			Total for check: 47446		**1,312.00**	
GRIESBACH READY-MIX LLC	47447	9/4/2014	3090	625-1003-541.30-18	532.50	Depere Street
				100-1009-541.30-18	394.50	Depere Street
			Total for check: 47447		**927.00**	
GUNDERSON CLEANERS	47448	9/4/2014	199213	100-0801-521.30-13	34.66	Mats
			Total for check: 47448		**34.66**	
GUSTMAN CHEVROLET SALES INC	47449	9/4/2014	32986	731-1022-541.38-03	55.00	Handle
		9/4/2014	32995	731-1022-541.38-03	7.08	Retainer
			Total for check: 47449		**62.08**	
HER, CANDY	47450	9/4/2014	HER	100-0000-201.15-00	50.00	Farm Fresh Market
			Total for check: 47450		**50.00**	
INTERNATIONAL INSTITUTE OF	47451	9/4/2014		100-0203-512.32-01	145.00	Annual Membership
			Total for check: 47451		**145.00**	

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JEC	47452	9/4/2014		100-0904-531.34-02	140.00	Environmental Conference
			Total for check: 47452		**140.00**	
JIM'S PRODUCE	47453	9/4/2014	JIMS PRODUCE	100-0000-201.15-00	20.00	Farm Fresh Market
			Total for check: 47453		**20.00**	
IRENE JUAREZ	47454	9/4/2014	HATTIE MINER	822-0413-554.30-16	250.00	Scholarship - Fall, 2014
			Total for check: 47454		**250.00**	
KJ WASTE SYSTEMS INC	47455	9/4/2014		266-1027-543.21-06	845.00	Cardboard/Co-ming
			Total for check: 47455		**845.00**	
LORETTA KJEMHUS	47456	9/4/2014		100-0903-531.33-01	38.90	July & Aug 2014 Expenses
			Total for check: 47456		**38.90**	
LEE RECREATION LLC	47457	9/4/2014	9849-14	100-0703-553.24-02	72.64	Connector/Rung
			Total for check: 47457		**72.64**	
LINCOLN CONTRACTORS SUPPLY INC	47458	9/4/2014	J43776	731-1022-541.38-03	29.98	Air Filter
		9/4/2014	J44075	731-1022-541.38-03	39.00	Cable
		9/4/2014	J44695	731-1022-541.38-03	87.98	Starter
			Total for check: 47458		**156.96**	
MANDERFIELD BAKERY	47459	9/4/2014	457349	100-0702-552.30-18	58.50	Grunski Runski
		9/4/2014	457410	100-0702-552.30-18	12.30	Grunski Runski
			Total for check: 47459		**70.80**	
MATTHEWS TIRE & SERVICE CENTER	47460	9/4/2014	242227	731-1022-541.38-02	20.00	Tire Labor
		9/4/2014	51816	731-1022-541.38-02	365.52	Tires

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MATTHEWS TIRE & SERVICE CENTER...	47460...	9/4/2014	51857	731-1022-541.38-02	585.00	Goodyear Tires	
		9/4/2014	51858	731-1022-541.38-02	563.49	Dunlop Tires	Valve Stem/Hardware
			Total for check: 47460		**1,534.01**		
MCMAHON	47461	9/4/2014	69456	470-0920-531.82-01	10,845.00	Senior Center Remodel	
			Total for check: 47461		**10,845.00**		
MCNEILUS TRUCK & MFG COMPANY	47462	9/4/2014	2610695	731-1022-541.38-03	681.46		
			Total for check: 47462		**681.46**		
MENARDS-APPLETON EAST	47463	9/4/2014	53073	731-1022-541.24-03	47.95	Hook/Ring/Bits/Nuts	
		9/4/2014	53453	100-0703-553.30-18	6.48	Clamps	
		9/4/2014	53478	100-1009-541.30-18	417.18	2nd/Depere Sidewalk	Retaining Wall
			Total for check: 47463		**471.61**		
MENASHA NEENAH MUNICIPAL COURT	47464	9/4/2014		100-0000-201.03-00	199.40	Bond	Report #14-217
				100-0000-201.03-00	149.00	Bond	Report #14-218
				100-0000-201.03-00	311.50	Bond	Report #14-199
			Total for check: 47464		**659.90**		
MENASHA TREASURER	47465	9/4/2014	PD	100-0801-521.30-18	19.58	Petty Cash	Supplies
				100-0801-521.34-03	31.00	Petty Cash	Training
			Total for check: 47465		**50.58**		
MORTON SAFETY	47466	9/4/2014	905842	100-0702-552.30-18	4.95	Gloves	
			Total for check: 47466		**4.95**		

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MOUA, MAI SEE	47467	9/4/2014	MOUA	100-0000-201.15-00	40.00	Farm Fresh Market
			Total for check: 47467		**40.00**	
N&M AUTO SUPPLY	47468	9/4/2014	492694	731-1022-541.38-03	27.36	Spark Plugs
		9/4/2014	492886	731-1022-541.38-03	96.58	Wheel Seal
		9/4/2014	493130	731-1022-541.38-03	25.64	Wheel Seal
		9/4/2014	493171	731-1022-541.38-03	(36.90)	Credit
		9/4/2014	493385	731-1022-541.30-18	77.97	Brakleen
		9/4/2014	493778	731-1022-541.38-03	4.25	Trailer End
		9/4/2014	493960	731-1022-541.38-03	86.88	Circuit Braker/Adapter/ Switch
		9/4/2014	494065	731-1022-541.38-03	144.61	Filters
		9/4/2014	494303	731-1022-541.38-03	37.02	Filter/Flasher
		9/4/2014	494347	731-1022-541.38-03	75.90	Motor Oil
		9/4/2014	494876	731-1022-541.38-03	92.10	Spark Plugs & Cable
		9/4/2014	495238	731-1022-541.38-03	81.65	Oxygen Sensor
			Total for check: 47468		**713.06**	
NEENAH FOUNDRY	47469	9/4/2014	101859	100-1009-541.30-18	3,418.00	Det Warn Plate
			Total for check: 47469		**3,418.00**	
NEENAH-MENASHA SEWERAGE COMMISSION	47470	9/4/2014	2014-151	601-1021-543.25-01	47,288.41	August 2014 Wastewater Treatment
		9/4/2014	2014-157	601-1021-543.25-01	16,860.00	August 2014 Interest & Debt Charges
			Total for check: 47470		**64,148.41**	
NORTHEAST ASPHALT INC	47471	9/4/2014	1296090	100-1009-541.30-18	192.56	Walk/Apron Repair Patch
			Total for check: 47471		**192.56**	
PACKER CITY INTL TRUCKS INC	47472	9/4/2014	X103000771:01	731-1022-541.38-03	293.69	Filters
		9/4/2014	X103000771:02	731-1022-541.38-03	15.08	Light
		9/4/2014	X103000771:03	731-1022-541.38-03	209.64	Filters
		9/4/2014	X103001007:01	731-1022-541.38-03	18.24	Bolt

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PACKER CITY INTL TRUCKS INC...	47472...	9/4/2014	X103001173:01	731-1022-541.38-03	84.68	Light
		9/4/2014	X103001220:01	731-1022-541.38-03	197.27	Mirror/Holder
		9/4/2014	X103001559:01	731-1022-541.38-03	37.07	Lamps & Filter
		9/4/2014	X103001601:01	731-1022-541.38-03	139.43	Air Filter & Def Fluid
			Total for check: 47472		**995.10**	
POMP'S TIRE SERVICE INC	47473	9/4/2014	320022286	731-1022-541.38-02	72.02	Tire
		9/4/2014	320022495	731-1022-541.38-02	82.50	Tire
			Total for check: 47473		**154.52**	
REDI-WELDING CO	47474	9/4/2014	14733	100-0703-553.24-03	138.10	West Shelter
			Total for check: 47474		**138.10**	
REGISTRATION FEE TRUST TVRP	47475	9/4/2014	70ME	100-0000-454.00-00	500.00	Parking Ticket Process
			Total for check: 47475		**500.00**	
REISTERER, ROBERT	47476	9/4/2014	REISTERER	100-0000-441.13-00	52.08	Refuse Cart Removal
			Total for check: 47476		**52.08**	
RIESTERER & SCHNELL INC	47477	9/4/2014	702571	731-1022-541.38-03	868.45	Gear Case
		9/4/2014	702746	731-1022-541.38-03	(659.59)	Return & Spindle
			Total for check: 47477		**208.86**	
RIVER OF DREAMS INC	47478	9/4/2014	RIVER OF DREAMS	100-0000-201.15-00	330.00	Farm Fresh Market
			Total for check: 47478		**330.00**	
SHEBOYGAN COUNTY CLERK OF COURTS	47479	9/4/2014	PELKEY	100-0000-201.03-00	602.00	Bond MEPD 14-101946
			Total for check: 47479		**602.00**	

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SILVER MOON SPRINGS	47480	9/4/2014	SILVER MOON	100-0000-201.15-00	80.00	Farm Fresh Market
			Total for check: 47480		**80.00**	
SPORTS GRAPHICS	47481	9/4/2014	0814-009	100-0702-552.30-18	2,923.00	Grunski
			Total for check: 47481		**2,923.00**	
SPRANGERS, SCOTT	47482	9/4/2014	SPRANGERS	100-0000-441.13-00	21.00	Refuse Cart Refund
			Total for check: 47482		**21.00**	
ST NORBERT COLLEGE	47483	9/4/2014	536	100-0906-531.21-06	607.00	Prevention Consortium
			Total for check: 47483		**607.00**	
STAPLES ADVANTAGE	47484	9/4/2014	3239155612	100-1001-514.30-10	598.50	Copy Paper
				100-0401-513.30-10	39.61	Office Supplies
		9/4/2014	3239155613	100-0304-562.30-10	71.92	Office Supplies
				100-1002-541.30-10	37.85	Office Supplies
				625-1002-541.30-10	12.62	Office Supplies
		9/4/2014	8030777663	100-0702-552.30-10	35.14	Office Supplies
				100-0304-562.30-10	169.65	Office Supplies
				100-1001-514.30-10	36.84	Office Supplies
			Total for check: 47484		**1,002.13**	
SWIDERSKI POWER INC	47485	9/4/2014	IF23720	731-1022-541.38-03	185.29	Filters
			Total for check: 47485		**185.29**	
UNIFIRST CORPORATION	47486	9/4/2014	097 0170150	731-1022-541.20-01	125.68	Mat/Mop/Clothing Service
			Total for check: 47486		**125.68**	

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UNITED WAY FOX CITIES	47487	9/4/2014	20140904	100-0000-202.09-00	31.75	PAYROLL SUMMARY
			Total for check: 47487		**31.75**	
US LUBRICANTS	47488	9/4/2014	50041651	731-1022-541.38-03	1,342.88	Thrive 10W30 Bulk
		9/4/2014	50041652	731-1022-541.38-03	2,265.65	Oil
			Total for check: 47488		**3,608.53**	
VALLEY CHEMICAL LLC	47489	9/4/2014	0048870-IN	100-0704-552.30-18	606.95	Sodium Bicarb Filter Powder
			Total for check: 47489		**606.95**	
VERIZON WIRELESS	47490	9/4/2014	9729683231	100-0304-562.22-01	357.43	Telephone
			Total for check: 47490		**357.43**	
WE ENERGIES	47491	9/4/2014		100-0703-553.22-03	38.72	US HWY 10 & STH 114 E
			Total for check: 47491		**38.72**	
WIL-KIL PEST CONTROL	47492	9/4/2014	2516639	731-1022-541.20-07	66.50	PWF Contract
			Total for check: 47492		**66.50**	
WINNEBAGO COUNTY TREASURER	47493	9/4/2014	6119	100-0805-521.25-01	566.06	Inmate Lodging
			Total for check: 47493		**566.06**	
WISCONSIN SUPPORT COLLECTIONS	47494	9/4/2014	20140904	100-0000-202.03-00	632.88	PAYROLL SUMMARY
			Total for check: 47494		**632.88**	

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WKZG-FM	47495	9/4/2014	IN-11408123117	100-0000-201.15-00	200.00	Farm Market
			Total for check: 47495		**200.00**	
					143,887.58	

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ACCURATE	47496	9/11/2014	1412258	731-1022-541.29-04	806.38	Bolt/Nut/Washer/Springs	
		9/11/2014	1412298	731-1022-541.30-18	90.88	Belt/Silver Anti-Seize	
		9/11/2014	1412481	731-1022-541.30-18	84.70	Headlamp/Sealant/Misc	
		9/11/2014	1412570	731-1022-541.38-03	213.00	Brake Rotor/Pads	
			Total for check: 47496		**1,194.96**		
APPLETON ELECTRONICS SUPPLY LLC	47497	9/11/2014	13369	100-0704-552.24-03	10.80	Pool Speakers	
		9/11/2014	4840	100-0704-552.24-03	62.86	Plug/Adaptor/Jack	Pool Sound
			Total for check: 47497		**73.66**		
BERGSTROM FORD OF NEENAH	47498	9/11/2014	31096	731-1022-541.38-03	68.51	Sensor Asy	
		9/11/2014	31175	731-1022-541.38-03	53.65	Hose Asy/Washer	
			Total for check: 47498		**122.16**		
BLOCK IRON & SUPPLY CO	47499	9/11/2014	213663	731-1022-541.24-03	4,295.00	Door Work	
			Total for check: 47499		**4,295.00**		
BOBCAT PLUS	47500	9/11/2014	IA07341	731-1022-541.38-03	32.68	Parts	
		9/11/2014	IA07343	731-1022-541.38-03	25.78	Parts	
			Total for check: 47500		**58.46**		
BORSCHE ROOFING PROFESSIONALS	47501	9/11/2014	19671	100-0801-521.24-03	880.00	Proposal/PPF	
			Total for check: 47501		**880.00**		
BOWEN, KEVIN	47502	9/11/2014	BOWEN	100-0000-201.03-00	10.00	Parking Ticket Refund	
			Total for check: 47502		**10.00**		

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BRAZEE ACE HARDWARE	47503	9/11/2014	027489	207-0707-552.30-13	7.99	Battery/Marina	
			Total for check: 47503		**7.99**		
CALUMET COUNTY CLERK OF COURTS	47504	9/11/2014		100-0000-201.03-00	150.00	Bond	Report #14-102071
				100-0000-201.03-00	500.00	Bond	Report #14-102117
			Total for check: 47504		**650.00**		
CALUMET COUNTY TREASURER	47505	9/11/2014		100-0000-201.03-00	7,245.08	Prop Tax Pass Thru 7-1-15	
			Total for check: 47505		**7,245.08**		
CAREW CONCRETE & SUPPLY CO INC	47506	9/11/2014	976277	470-0501-522.82-02	202.50	Concrete Work	
			Total for check: 47506		**202.50**		
CARRICO AQUATIC RESOURCES INC	47507	9/11/2014	20143329	100-0704-552.30-18	224.95	Chemicals	
			Total for check: 47507		**224.95**		
CDW GOVERNMENT INC	47508	9/11/2014	NT42954	743-0403-513.29-01	63.19	Toner Cartridge	
			Total for check: 47508		**63.19**		
CHILDREN'S HOSPITAL OF WISCONSIN	47509	9/11/2014		100-0909-531.30-18	1,489.68	Dental Supplies	
			Total for check: 47509		**1,489.68**		
COCA-COLA REFRESHMENTS	47510	9/11/2014	3548039812	100-0704-552.30-17	51.89	Concessions	
			Total for check: 47510		**51.89**		
DIGIPRINT	47511	9/11/2014	144062	100-0801-521.29-01	103.80	Business Cards	
				100-0000-134.00-00	(15.80)	Business Cards	
		9/11/2014	144140	100-0702-552.29-01	2,479.95	Activity Guide - Printing	

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DIGIPRINT...	47511...	9/11/2014...	144140...	100-0702-552.30-11	259.11	Activity Guide - Postage
			Total for check: 47511		**2,827.06**	
DLT SOLUTIONS LLC	47512	9/11/2014	4383468A	743-0403-513.24-04	4,403.67	AutoCAD Support Renewal
			Total for check: 47512		**4,403.67**	
EVANS TITLE COMPANIES	47513	9/11/2014	925-650199502	501-0304-562.21-08	434.00	650, 670, 690 Lake Park
			Total for check: 47513		**434.00**	
FACTORY MOTOR PARTS CO	47514	9/11/2014	18-1344064	731-1022-541.38-03	150.03	Sensor Asy
		9/11/2014	18-1344444	731-1022-541.30-18	95.52	Cleaner
		9/11/2014	18-Z01732	731-1022-541.38-03	198.38	Battery
		9/11/2014	48-351405	731-1022-541.38-03	150.03	Sensor Asy
			Total for check: 47514		**593.96**	
FERRELLGAS	47515	9/11/2014	1083425583	266-1027-543.21-06	80.32	Fuel
			Total for check: 47515		**80.32**	
GALLS LLC	47516	9/11/2014	002315553	100-0803-521.30-18	29.85	Cargo Pants
			Total for check: 47516		**29.85**	
GANNETT WISCONSIN MEDIA	47517	9/11/2014	0008306178	100-0405-513.29-02	764.66	Legals
				100-0203-512.29-02	47.77	Legals
		9/11/2014	0008307150	100-0204-512.29-02	69.71	Legals
			Total for check: 47517		**882.14**	
GERBER LEISURE PRODUCTS INC	47518	9/11/2014	25267	100-0703-553.24-02	1,101.00	Seats
			Total for check: 47518		**1,101.00**	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GLAXOSMITHKLINE PHARMACEUTICALS	47519	9/11/2014	31923492	100-0903-531.30-18	6,820.20	Fluarix Quad
			Total for check: 47519		**6,820.20**	
GREAT HARVEST BREAD COMPANY	47520	9/11/2014	811	100-0702-552.30-18	32.00	Grunski Supplies
			Total for check: 47520		**32.00**	
GRIESBACH READY-MIX LLC	47521	9/11/2014	3103	625-1003-541.30-18	1,168.50	DePere Street
				100-1009-541.30-18	998.25	DePere Street
			Total for check: 47521		**2,166.75**	
GUSTMAN CHEVROLET SALES INC	47522	9/11/2014	33114	731-1022-541.38-03	27.98	Strap, Bolt, & Nut
			Total for check: 47522		**27.98**	
HARVEY, JOANN	47523	9/11/2014	HARVEY	100-0000-441.25-00	48.00	Class Cancellation
			Total for check: 47523		**48.00**	
HOMETOWN ELECTRICAL SOLUTIONS	47524	9/11/2014		100-0000-422.02-00	40.00	906 Tayco St - Refund
			Total for check: 47524		**40.00**	
HORST DISTRIBUTING INC	47525	9/11/2014	41293-000	731-1022-541.38-03	78.35	Hub Assy/Fan
			Total for check: 47525		**78.35**	
HUB INTERNATIONAL	47526	9/11/2014	CERT 46023	733-0000-201.03-00	258.66	Twisted Pistons Ins
			Total for check: 47526		**258.66**	
IMPERIAL SUPPLIES LLC	47527	9/11/2014	LH2849	100-1016-543.30-18	79.20	Gloves
				100-1003-541.30-18	79.20	Gloves
				100-0703-553.30-18	52.80	Gloves
				100-1002-541.30-18	4.59	Gloves

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
IMPERIAL SUPPLIES LLC...	47527...	9/11/2014...	LH2849...	100-0801-521.30-13	4.59	Gloves
			Total for check: 47527		**220.38**	
INDEPENDENT INSPECTIONS LTD	47528	9/11/2014	308787	100-0301-523.21-06	26,659.52	August Permits
		9/11/2014	308788	100-0301-523.21-06	393.75	August Permits
			Total for check: 47528		**27,053.27**	
INFINITY TECHNOLOGY INC	47529	9/11/2014	504982	100-0801-521.30-12	4,636.08	Eight Replacement PCs
			Total for check: 47529		**4,636.08**	
KAEMPFER & ASSOCIATES INC	47530	9/11/2014	17578	601-1020-543.21-02	761.21	Prof Service to 9/3/14 Project E145-01.07
		9/11/2014	17579	601-1020-543.21-02	170.06	Prof Service to 9/3/14 Project E145-01.09
		9/11/2014	17580	601-1020-543.21-02	996.90	Prof Service to 9/3/14 Project E145-01.11
		9/11/2014	17581	601-1020-543.21-02	170.06	Prof Service to 9/3/14 Project E145-01.12
			Total for check: 47530		**2,098.23**	
KEIL ENTERPRISES	47531	9/11/2014		100-0801-521.34-02	195.00	Operation RUSH
			Total for check: 47531		**195.00**	
KITZ & PFEIL INC	47535	9/11/2014	072114-0001	731-1022-541.30-18	4.40	Scissors Lift
		9/11/2014	072214-0050	100-0703-553.30-18	10.79	Scoreboard Bulb
		9/11/2014	072214-0118	207-0707-552.24-03	1.06	Marina Wifi Antenna Move
		9/11/2014	072314-0004	100-1002-541.30-18	12.82	Spikes/Nails for Grading
				625-1002-541.30-18	4.27	Spikes/Nails for Grading
		9/11/2014	072314-0040	100-0703-553.30-18	18.43	Cable Ties
		9/11/2014	072314-0089	100-0703-553.24-03	5.97	Key
		9/11/2014	072509-0029	100-0704-552.30-10	26.07	Supplies
		9/11/2014	072509-0056	625-1003-541.30-18	9.89	Tape
		9/11/2014	072814-0102	100-0703-553.24-03	5.95	New Temp Panel
		9/11/2014	072814-0146	100-0703-553.24-03	33.53	Temp Panel Hardware Misc
		9/11/2014	072914-0044	100-0703-553.24-03	1.34	Hook

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
KITZ & PFEIL INC...	47535...	9/11/2014	073003-0015	731-1022-541.38-03	6.71	Cartridge	
		9/11/2014	073014-0007	731-1022-541.38-03	24.95	Blade	
		9/11/2014	073103-0020	731-1022-541.38-03	33.29	Ignition Module	
		9/11/2014	073114-0016	100-0703-553.24-03	34.74	Hardware Misc	Killer/Sprayer
		9/11/2014	080114-0032	100-1001-514.30-18	1.99	Key	
		9/11/2014	080114-0075	100-1001-514.30-18	1.49	Key	
		9/11/2014	080114-0140	100-1016-543.30-18	5.37	Twine/Knife	
		9/11/2014	080414-0091	100-1001-514.24-03	23.34	Plug/Cover/Pan	
		9/11/2014	080614-0012	731-1022-541.30-18	3.59	Enamel	
		9/11/2014	080614-0049	100-0703-553.30-18	7.96	Hardware Misc	
		9/11/2014	080614-0053	100-1001-514.24-03	2.69	Reflector	
		9/11/2014	080709-0026	100-1003-541.30-18	29.67	Tape	
		9/11/2014	080714-0066	100-0703-553.24-02	5.34	Hardware Misc	Koslo Groomer
		9/11/2014	080803-0021	731-1022-541.38-03	40.70	Ignition Module	
		9/11/2014	080814-0025	100-0702-552.30-18	25.95	Grunski	
		9/11/2014	081114-0044	100-0703-553.24-03	13.93	Tape	
		9/11/2014	081114-0085	100-0703-553.30-18	7.10	Hardware Misc	Playgrounds
		9/11/2014	081114-0115	100-0703-553.30-18	9.89	Tie Cords	
		9/11/2014	081209-0006	100-0703-553.30-18	6.29	Wheel	
		9/11/2014	081309-0008	100-0703-553.24-05	410.00	Grinder/Deposit	
		9/11/2014	081309-0043	100-0703-553.24-05	(410.00)	Rental/Deposit	
		9/11/2014	081314-0016	100-1001-514.30-15	2.68	Bit	for lights
		9/11/2014	081314-0114	100-0903-531.30-13	12.57	Battery	
		9/11/2014	081314-0167	100-0703-553.30-18	6.44	Clip	
		9/11/2014	081414-0024	100-0703-553.24-03	39.39	Plugs	
		9/11/2014	081414-0028	100-0703-553.30-18	28.02	Turnbuckle/Clip	
		9/11/2014	081414-0171	100-0703-553.30-18	4.49	Sand	
		9/11/2014	081414-0192	266-1027-543.30-18	8.94	Common single sided	
				100-1016-543.30-18	8.94	Common single sided	
		9/11/2014	081514-0111	100-1016-543.30-18	5.96	Common single sided	
		9/11/2014	081514-0174	100-0704-552.30-10	31.86	Organizer/Cable Tie	Office Supplies
		9/11/2014	081814-0013	100-0903-531.24-03	10.60	Switch/Plug	
		9/11/2014	081814-0057	100-1016-543.30-18	3.22	Strap	Dumpster
		9/11/2014	081814-0073	100-0703-553.30-18	5.00	Wasp Spray	
		9/11/2014	081914-0008	100-1008-541.30-18	4.04	Cover	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KITZ & PFEIL INC...	47535...	9/11/2014	081914-0133	100-0701-533.24-03	14.36 Enamel	Cemetery
		9/11/2014	082003-0030	731-1022-541.38-03	17.00 Belt	
		9/11/2014	082009-0004	100-0701-533.24-03	28.73 Enamel	
		9/11/2014	082014-0100	100-1016-543.30-18	11.19 Keys	Broad St Alley Lock
		9/11/2014	082014-0123	100-1008-541.30-18	6.55 Brush/Cover	
			Total for check: 47535		**669.49**	
LEE RECREATION LLC	47536	9/11/2014	9866-14	100-0703-553.24-02	365.28 Pipe Wall Mount	
			Total for check: 47536		**365.28**	
LEVENHAGEN CORPORATION	47537	9/11/2014	85695	207-0707-552.38-01	2,222.60 Fuel	
		9/11/2014	85727	207-0707-552.38-01	4,799.09 Fuel	
		9/11/2014	85729	207-0707-552.38-01	3,549.82 Fuel	
			Total for check: 47537		**10,571.51**	
LINCOLN CONTRACTORS SUPPLY INC	47538	9/11/2014	J45217	731-1022-541.38-03	53.05 Screw/Throttle	
			Total for check: 47538		**53.05**	
MACGILL & COMPANY, WILLIAM V	47539	9/11/2014	IN0490121	100-0903-531.30-15	849.00 Health Audiometer	
			Total for check: 47539		**849.00**	
MATTHEWS TIRE & SERVICE CENTER	47540	9/11/2014	51892	731-1022-541.38-02	668.40 Tires	
		9/11/2014	51895	731-1022-541.38-02	88.97 Valve Stem/Hardware	
			Total for check: 47540		**757.37**	
MENARDS-APPLETON EAST	47541	9/11/2014	53615	100-1003-541.30-15	43.99 Level	
				100-1003-541.30-18	31.88 Caution Tape	
			Total for check: 47541		**75.87**	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
POSTMASTER	47542	9/11/2014		266-1027-543.30-11	1,229.65	Horizon Newsletter
			Total for check: 47542		**1,229.65**	
MENASHA TREASURER	47543	9/11/2014	PWF	100-1006-541.30-11	49.00	Stamps
			Total for check: 47543		**49.00**	
MENASHA UTILITIES	47544	9/11/2014		100-1008-541.22-03	183.46	Electric
				100-0703-553.22-03	560.40	Electric
				100-0703-553.22-05	326.24	Water/Sewer
				100-0703-553.22-06	132.51	Storm
				100-0903-531.22-03	178.36	Electric
				100-0903-531.22-05	45.42	Water/Sewer
				100-0000-123.00-00	8.39	Electric
				100-0305-562.22-06	7.50	Storm
				601-1020-543.22-03	82.94	Electric
		9/11/2014	004285	625-0401-513.25-01	2,231.81	Storm Water Charge
				601-0401-513.25-02	18,439.59	Sewer Charge
			Total for check: 47544		**22,196.62**	
MODERN BUSINESS MACHINES	47545	9/11/2014	26352891	743-0403-513.29-01	148.24	Monthly Printing Agreemen
			Total for check: 47545		**148.24**	
MODERN DAIRY INC	47546	9/11/2014	222698	100-0704-552.30-17	271.73	Concessions
		9/11/2014	222847	100-0704-552.30-17	(138.97)	Credit
			Total for check: 47546		**132.76**	
MORTON SAFETY	47547	9/11/2014	908160	731-1022-541.30-18	22.80	Eyewear
		9/11/2014	908964	100-0601-551.24-03	77.16	Traffic Cones
			Total for check: 47547		**99.96**	
N&M AUTO SUPPLY	47548	9/11/2014	495406	731-1022-541.38-03	7.35	Gaskets

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
N&M AUTO SUPPLY...	47548...	9/11/2014	495840	731-1022-541.38-03	8.45	Lug Nut	
		9/11/2014	495841	731-1022-541.38-03	206.57	Rotor/Pads	
		9/11/2014	495945	731-1022-541.38-03	22.85	Air Filter	
		9/11/2014	496001	731-1022-541.38-03	63.92	Water Pump/Thermostat	Seal
			Total for check: 47548		**309.14**		
NEENAH-MENASHA SEWERAGE COMMISSION	47549	9/11/2014	2014-148	601-1021-543.21-01	6,907.50	Fox River Cleanup	Legal Reimbursement
			Total for check: 47549		**6,907.50**		
OFFICE DEPOT	47550	9/11/2014	4798509	100-0903-531.30-10	42.72	Office Supplies	
				100-0904-531.30-10	14.21	Office Supplies	
			Total for check: 47550		**56.93**		
OMNNI ASSOCIATES INC	47551	9/11/2014	63262	100-1003-541.21-02	90.00	Concrete Cylinder Comp	
			Total for check: 47551		**90.00**		
PACKER CITY INTL TRUCKS INC	47552	9/11/2014	X103001601:02	731-1022-541.38-03	24.54	Air Filter	
		9/11/2014	X103002099:01	731-1022-541.38-03	32.32	Filters	
			Total for check: 47552		**56.86**		
POMP'S TIRE SERVICE INC	47553	9/11/2014	320022470	731-1022-541.38-02	210.48	Explorer Plus	
			Total for check: 47553		**210.48**		
PSS WORLD MEDICAL INC	47554	9/11/2014	99499950	100-0914-531.30-18	8.64	Health Supplies	
				100-0905-531.30-18	25.60	Health Supplies	
			Total for check: 47554		**34.24**		

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description	
RECREONICS INC	47555	9/11/2014	671294	100-0704-552.30-10	97.58	Immobilizer	
			Total for check: 47555		**97.58**		
RED	47556	9/11/2014	0W57586D	100-0801-521.19-03	182.94	Seals	
			Total for check: 47556		**182.94**		
LIZ ROSIN	47557	9/11/2014		100-0903-531.33-01	16.45	July/August Expenses	
			Total for check: 47557		**16.45**		
ROUTE 41 PIZZA LLC	47558	9/11/2014	0013605-IN	100-0704-552.30-10	37.93	Event Supplies	
			Total for check: 47558		**37.93**		
PETE ROY	47559	9/11/2014		100-0702-552.20-05	150.00	Lego Costume Rental	
				100-0702-552.30-18	150.00	Movie Promotion	
				100-0702-552.30-18	(150.00)	Reverse Duplicate	
			Total for check: 47559		**150.00**		
DIANE SCHABACH	47560	9/11/2014	SCHABACH	207-0707-552.21-06	12,562.50	3rd Marina Management	Payment
			Total for check: 47560		**12,562.50**		
SCOTT CONSTRUCTION INC	47561	9/11/2014		100-1003-541.20-10	31,534.95	2014 Chip Seal Program	
			Total for check: 47561		**31,534.95**		
SERVICEMASTER BUILDING MAINTENANCE	47562	9/11/2014	13330	100-0801-521.20-01	50.00	Janitorial Service	
		9/11/2014	13333	100-0903-531.20-01	490.00	Janitorial Service	
		9/11/2014	13338	100-0801-521.20-01	1,460.00	Janitorial Service	
		9/11/2014	13367	100-1001-514.20-01	1,095.00	Janitorial Service	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
SERVICEMASTER BUILDING MAINTENANCE...	47562...	9/11/2014	13368	731-1022-541.20-01	494.00	Janitorial Service
			Total for check: 47562		**3,589.00**	
SKID & PALLET	47563	9/11/2014	5467	100-0703-553.30-18	42.00	Mulch
			Total for check: 47563		**42.00**	
SPORTS GRAPHICS	47564	9/11/2014	0314-088	824-0810-521.30-18	173.00	Menasha Explorer Shirts
		9/11/2014	0614-143	100-0704-552.30-10	63.88	Shirts
			Total for check: 47564		**236.88**	
STAPLES ADVANTAGE	47565	9/11/2014	3226798255	100-0304-562.30-10	(51.95)	Office Supplies
		9/11/2014	8030955714	100-0702-552.30-10	95.23	Supplies
				100-0304-562.30-10	21.04	Supplies
			Total for check: 47565		**64.32**	
SUNGARD PUBLIC SECTOR INC	47566	9/11/2014	86625	743-0403-513.24-04	1,200.00	Acctg System Training
			Total for check: 47566		**1,200.00**	
SUPERIOR CHEMICAL CORP	47567	9/11/2014	68484	100-0000-132.00-00	376.32	Wasp/Hornet Spray
			Total for check: 47567		**376.32**	
UNIFIRST CORPORATION	47568	9/11/2014	097 0170651	731-1022-541.20-01	120.01	Mat/Mop/Clothing Service
			Total for check: 47568		**120.01**	
US CELLULAR	47569	9/11/2014		100-0201-512.22-01	31.16	Captain
				100-0202-512.22-01	11.50	Brunn
				100-1019-552.22-01	18.35	Racine St Bridge
				601-1020-543.22-01	0.50	Confined Space
				100-1001-514.22-01	67.11	Alix
				100-0801-521.22-01	78.76	Police Dept

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
US CELLULAR...	47569...	9/11/2014...	...	100-0904-531.22-01	73.40	Drew
				100-0702-552.22-01	56.17	Tungate
				100-0703-553.22-01	133.55	Parks Dept
				731-1022-541.22-01	57.35	Street Dept
				100-1008-541.22-01	4.45	Bursack
				601-1020-543.22-01	0.50	Sewer Truck
				100-1002-541.22-01	6.65	Engineering
			Total for check: 47569		**539.45**	
US PETROLEUM EQUIPMENT	47570	9/11/2014	211880	731-1022-541.24-02	406.18	Oil Gun
			Total for check: 47570		**406.18**	
USW LOCAL 324	47571	9/11/2014		100-0000-441.23-00	91.65	Event Cancellation
				100-0000-201.08-00	4.85	Event Cancellation
			Total for check: 47571		**96.50**	
VAN STRATEN CONSTRUCTION CO INC	47572	9/11/2014	1432	625-1010-541.82-02	19,470.00	Culvert Pipe/Tree Removal
		9/11/2014	1433	601-1020-543.82-02	11,000.00	Manhole & Connections
			Total for check: 47572		**30,470.00**	
VERMEER WISCONSIN INC	47573	9/11/2014	30042661	100-0706-561.30-18	56.85	Curved Polesaw/Scabbar
			Total for check: 47573		**56.85**	
WE ENERGIES	47574	9/11/2014		100-1008-541.22-04	8.99	455 Baldwin Street Gas Service
				100-0701-533.22-03	10.03	North Street
				100-0701-533.22-03	10.32	North Street
				100-0903-531.22-04	9.69	Health Department
			Total for check: 47574		**39.03**	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WIL-KIL PEST CONTROL	47575	9/11/2014	2517442	100-1019-552.20-07	27.00	Racine Tender House Contr
			Total for check: 47575		**27.00**	
WINNEBAGO COUNTY TREASURER	47576	9/11/2014		100-0000-201.03-00	1,505.00	Dog Licenses
			Total for check: 47576		**1,505.00**	
WISCONSIN PARK & RECREATION ASSN	47577	9/11/2014		100-0000-441.25-00	1,228.00	Ticket Program
			Total for check: 47577		**1,228.00**	
					200,038.26	

To: Menasha Common Council

From: Jenny Groeschel and Ginger Tralongo, Police Records

RE: Beverage Operator License (Bartender) Applicants

Date: **September 10, 2014**

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 2013-2015 licensing period:

Erika Romenesko

Rosita Eisenach

Kayla Miller

Melissa Drawenek

Bradley Lindberg

Cc: Chief Styka

ORDINANCE O-24-14

AN ORDINANCE AMENDING TITLE 2, CHAPTER 1 OF THE CODE OF ORDINANCES (POLLING PLACES)

Introduced by Alderman Nichols.

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

SECTION 1: Amend Title 2, Chapter 1, SEC.2-1-3(d) of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

Title 2 – Government and Administration

CHAPTER 1
City Government; Elections

……

SEC. 2-1-3 ELECTIONS.

……

(d) **POLLING PLACES.**

(1) ~~First and Second District -- Menasha Senior Center, 116 Main Street.~~ First and Second Districts – Trinity Lutheran School, 300 Broad Street.
(2) Third and Fourth Districts -- Banta School, 328 Sixth Street.
(3) Sixth District -- Jefferson School, 105 Ice Street.
(4) Fifth and Seventh Districts -- Clovis Grove Elementary School, 974 Ninth Street.
(5) Eighth District – Heckrodt Wetland Reserve, 1305 Plank Road.

SECTION 2: This ordinance shall become effective upon its passage and publication as provided by law and shall sunset on November 5, 2014.

Passed and approved this day of , 2014.

_____
Donald Merkes, Mayor

ATTEST: _____
Deborah A. Galeazzi, City Clerk

MEMO

TO: Administration Committee

FROM: Debbie Galeazzi, City Clerk

SUBJECT: Temporary Change of Polling Place for November 4, 2014 Election

DATE: August 28, 2014

For the General Election on November 4, 2014 the Senior Center will not be available for a polling place due to the renovation.

As the polling places for the City of Menasha are set by ordinance, I ask that you approve O-24-14 to temporarily change the polling place for Aldermanic Districts 1 & 2 from Senior Center to Trinity Lutheran School.

Voters were notified of the change at the August 12, 2014 election. The change of polling place was in The Horizon Newsletter and a notice will be published in the Appleton Post Crescent.

Thank you.