



ADMINISTRATION COMMITTEE MINUTES

Monday, July 7, 2025 at 6:30 PM

First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by District 2 Alderperson Eisenach at 8:14 pm.

B. ROLL CALL

Present: Alds. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella

Also Present: FD Sassman, DDMO Brown, PRD Sackett, DDE Gordon, CA Struve,
Mayor Hammond, Clerk Snyder, DC Janet

C. MINUTES TO APPROVE

1. Administration Committee, 5/19/25

Motion by District 3 Alderperson Hale seconded by District 7 Alderperson
Grade to approve. Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. Review & Accept the 2024 City of Menasha Financial Audit (CliftonLarsonAllen
LLP)

Leah Lasecki, CPA discussed the audit CliftonLarsonAllen LLP performed for
the City of Menasha based on Menasha's 2024 finances. CPA Lasecki
described that Menasha received a clean audit opinion; this is the best
category of audit opinion a municipality can receive, and this opinion is made
in terms of materiality. CPA Lasecki more specifically discussed the City of
Menasha's financial trends, governmental fund balances, budgeted
expenditures, and TIDs.

Motion by District 2 Alderperson Eisenach seconded by District 4 Alderperson
Perkins to approve. Motion carried 8-0 on roll call.

E. ADJOURNMENT

Motion by District 3 Alderperson Hale seconded by District 6 Alderperson Marshall
to adjourn at 8:48 pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.