

A Quorum of the Administration Committee, Board of Public Works, Personnel Committee, Plan Commission, Redevelopment Authority, and other City bodies may attend this meeting, though no official action of these bodies will be taken.



COMMON COUNCIL MEETING AGENDA

Monday, July 21, 2025 at 6:00 PM

**First Floor Conference Rooms
100 Main Street, Menasha, WI**

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Public Hearing**
- E. Public Comments on Any Matter of Concern to the City**
(5 minute time limit for each person)
- F. Report of Department Officers/Department Heads/Staff/Consultants**
Clerk Snyder - the following minutes and communications have been received and placed on file:
 - 1. Presentations:
 - a. Pay It Forward: 2nd Annual Community Event, presented by the African American Chamber of Commerce of the Fox Valley (AACCFV)
 - 2. Minutes to Receive:
 - a. Water and Light Commission, 6/25/25
 - b. Administration Committee, 7/7/25
 - c. Board of Public Works, 7/7/25
 - d. Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee, 6/24/25
 - e. Neenah-Menasha Fire Rescue Joint Fire Commission, 6/17/25
 - f. Parks & Recreation Board, 7/8/25
 - g. Plan Commission, 7/8/25
 - 3. Communications:
 - a. National Disability Pride Month Proclamation
 - b. Menasha 2035: Comprehensive Plan Status Update
- 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.)

1. Common Council Minutes, 7/7/25
2. Board of Public Works, 7/7/25, Recommends Approval of:
 - a. Street Use Application - Harvest Festival; Saturday, September 20, 2025; 8:00 a.m. to 6:00 p.m.; B.L.O.O.M., LLC
 - b. Payment - Sommers Construction Co., Inc.; Contract Unit No. 2025-02; Street Construction and Rehabilitation; \$361,151.13 (Payment No. 1)
 - c. Recommend to Award - Contract Unit No. 2025-03; Jefferson Park Boat Launch; to Northeast Asphalt, Inc.; \$1,315,650.00
 - d. Change Order - Menasha Utilities; Contract Unit No. M0002-06-24-00128; \$8,195.00 (Change Order No. 1)
 - e. Payment - Cardinal Construction Co., Inc.; Contract Unit No. 2024-10; Jefferson Park Shelter Construction; \$15,499.52 (Payment No. 6)
3. Special Board of Public Works, 7/21/25, Recommends Approval of:
 - a. Recommend to Award – Contract Unit No. 2025-05; Asphaltic Concrete Pavement Chip Sealing – Various City Streets
4. Neenah-Menasha Joint Finance & Personnel Committee, 6/24/25, Recommends Approval of:
 - a. The Cities of Neenah and Menasha Common Councils Authorize NMFR to Retain the Insurance Settlement from the 2023 Storm in the Amount of \$59,966.42 and to Use Those Funds to Construct Fire Investigation Props in the Existing Training Tower
5. Parks & Recreation Board, 7/8/25, Recommends Approval of:
 - a. Renewal of Lease and Management Agreement for Heckrodt Wetland Reserve for the term of 2025-2100

H. Items Removed from the Consent Agenda

I. Action Items

1. Accounts payable and payroll for the term of 7/4/25 - 7/17/25 in the amount of \$1,511,746.24
2. New Alcohol License Application for Hungry Donkey LLC, DBA Hungry Donkey (14 Tayco Street, Menasha) - "Class B" (Intoxicating Liquor) and Class "B" (Fermented Malt Beverages); Mario Nunez, Agent
3. New Alcohol License Application for Sams On Main LLC, DBA The Spot On Main (222/226 Main Street, Menasha) - "Class B" (Intoxicating Liquor) and Class "B" (Fermented Malt Beverages); Tiffany Sams, Agent
4. Outdoor Alcoholic Beverage Service Permit Applications for 2025-2026 Licensing Term (July 22, 2025 - June 30, 2026)

5. Temporary Expansion of Licensed Premises Permit Application - City Limits (544 Fourth Street, Menasha), August 2, 2025

J. Held Over Business

K. Ordinances and Resolutions

1. R-19-25 - A Resolution Designating Public Spaces as Parks (Introduced by Ald. Grade)
2. R-20-25 - A Resolution Dedicating a Greenspace in Honor of former Alderman Tom Grade (Introduced by Ald. Grade)
3. R-15-25 Resolution Adopting a Public Participation Plan for the City of Menasha Comprehensive Plan Update (Introduced by Ald. Rand and Ald. Eisenach)

L. Appointments

M. Claims Against the City

N. Public Comments on Any Matter Listed on the Agenda
(5 minute time limit for each person)

O. Adjournment

MEETING NOTICE
August 4, 2025
Common Council Meeting – 6:00 PM
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 24-hours in advance of the meeting for the City to arrange special accommodations."