

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, August 18, 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. City of Menasha State of Economic Development Report
  - 2. Minutes to Receive:
    - a. Board of Public Works, 8/4/25
    - b. Housing Authority, 7/14/25
  - 3. Communications:
    - a. Sale Day Report - General Obligation Promissory Notes, Series 2025A
    - b. Heckrodt Lease Agreement Signing Ceremony
    - c. Little Lake Butte Des Morts Lake Association Organizing Meeting
- 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, 8/4/25
  - 2. Board of Public Works, 8/4/25, Recommends Approval of:
    - a. High Cliff Connection – Woodlands West Segment Design and Engineering Services Contract Award to JT Engineering, Inc.

- b. Street Use Application - Labor Day Parade; Monday, September 1, 2025; 9:00 a.m. to 11:00 a.m.; Fox Valley Labor Council

#### **H. Items Removed from the Consent Agenda**

#### **I. Action Items**

1. Accounts Payable and Payroll for the term of 8/1/25 - 8/14/25 in the amount of \$4,204,604.72.
2. Gunderson Uniform Linen - Butterfly & Bear, LLC's Proposed Letter of Intent (LOI) for the City to Purchase 41 Main Street, Menasha, WI, 54952
  - a. The Common Council may adjourn into Closed Session pursuant to Wis. Statute 19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Gunderson Uniform Linen - Butterfly & Bear, LLC's Proposed Letter of Intent (LOI) for the City to Purchase 41 Main Street, Menasha, WI, 54952)
  - b. The Common Council may adjourn into Open Session to take action on items discussed in closed session.
3. Urban Forestry Management Plan & Tree Inventory Proposal Award

#### **J. Held Over Business**

#### **K. Ordinances and Resolutions**

#### **L. Appointments**

1. Mayor's Appointment of Gary Coopman to the Committee on Aging for the term of 8/19/25-8/1/28
2. Mayor's Appointment of Jeff Pommerening to the Committee on Aging for the term of 8/19/25-8/1/28

#### **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**  
**Tuesday September 2, 2025**  
**Common Council Workshop – 5:00 PM**  
**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."