



COMMON COUNCIL MINUTES
Thursday, November 6, 2025 at 5:00 PM

First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by Mayor Hammond at 5:03pm.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL

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

Also Present: FD Sassman, DPW Merten, DDMO Brown, PHD Hutter, PRD

Sacket, RSSM Hansen-Dunn, SASEC Aerts, CA Struve, Mayor Hammond, Clerk Snyder

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

Cindy Fitzgibbon (252 Grant Street, Neenah) spoke on the Jefferson Park Swimming Pool. Fitzgibbon is disappointed by the pool's closure and shared hopes that the Menasha Common Council may find space in its 2026 budget to continue pool programming next year.

E. SENIOR CENTER

Staff presented on the Senior Center's mission, vision, service demographics, and program offerings. Staff additionally broke down the Center's revenue sources, spanning rentals, programs, fundraising and donations, and grant dollars. Partnerships, sponsors, and volunteers were additionally recognized. Staff discussed the Senior Center's recent accomplishments before discussing the 2026 budget proposal. Notable items from this budget proposal includes an updated copier and personal computers. Programming updates include a fully integrated travel portfolio and a self check-in process for visitors.

Discussion considered the breakdown of participants from Menasha and neighboring communities, available scholarships, and grant opportunities, including those through Winnebago County. Discussion additionally evaluated avenues for generating revenue through the municipalities whose residents are served by the Menasha Senior Center, and competitor organizations. A 2025 furnace replacement was additionally discussed. Discussion also considered collaboration with Menasha High School students. Discussion concluded with an evaluation of budget cuts.

Staff advised that while 30% of participants are Menasha residents, the Menasha Senior Center is the nearest service center for aging residents in neighboring municipalities, and participants travel great distances to access the excellent

programming at the Center. Staff further advised on cost sharing among participants, bus trip competitors, and funding through Winnebago County. Staff also advised on the furnace replacement budgeted for 2025; this has not been completed due to potential broader changes to the Senior Center facility. Staff advised on personnel reductions in the proposed 2026 budget.

1. Presentation: Senior Center

F. PARKS & RECREATION

Staff presented on the Parks and Recreation Department's team, scope, and revenue. Statistics concerning volunteers, scholarships, facility rentals, and recreation programs were discussed. Staff then presented 2025 park, trail, accomplishments before examining the 2026 budget funds, including parks, forestry, cemetery, building maintenance, marina, recreation, and swimming pool. The parks budget features a CORP Plan Update, as this is updated every five years. The forestry budget similarity sees a complete Forestry Mangment Plan and Tree Inventory, though this does not represent any significant budgetary changes. The recreation budget includes a comparable increase to program staff wages. Discussion around the swimming pool budget included information on the 2026 closure and the 2027 opening of the new facility. Staff additionally presented on the current state of the pool, the rationale for the closure, and the longevity of planning for the new facility. The Parks and Recreation Departement concluded their presentation with a review of their capital improvement plans.

Discussion considered the purpose and function of the CORP Plan Update, amenities at specific parks, budget increases at Resthaven Cemetery and how the City acquired this cemetery, the marina personnel budget, and the partnership between the City of Menasha and the Menasha Joint School District. Discussion also considered personnel budgeting in the pool budget, the design process and maintained footprint for the Jefferson Park Swimming Pool's new facility, reallocation of the pool budget, the cost of repairing the pool versus of replacing it, and the timeline of the Jefferson Park Improvement Plan.

Staff advised that repairing the present pool instead of replacing it would mean closing the pool for longer than a single season while reducing the pool's cost recovery substantially. This approach would additionally bury the pool's structural failures further, resulting in more complex issues upon complete replacement.

District 7 Alderperson Grade stated a Point of Order. Mayor Hammond ruled the motion germane.

Mayor Hammond called for a recess at 7:12pm. The Common Council reconvened at 7:21pm.

1. Presentation: Parks & Recreation

G. PUBLIC WORKS

Staff presented on the Public Works Department's leadership team, budget composition, funds, divisions, and capital projects. Staff then presented specific funds, including the recycling fund, sewerage utility fund, stormwater utility, street equipment, public works facility, engineering, street construction, snow removal, traffic control, sidewalk construction, street lighting, parking lots, refuse collection, weed control, and lift bridges. The sewerage and stormwater utility funds feature purchase of GIS software to assist with asset management, the public works facility fund sees a slight increase due to upgrades to the fueling station and other routine replacements, and the street construction fund will focus on patchwork of streets and therefore increased use of vehicles and equipment.

Discussion considered the high quality of the Public Works Department's work, street construction projects such as Valley Road, the value of and logistics GIS, trail maintenance, and budget cuts. Discussion also considered creating space for the addition of cameras and a streetlight in the recycling fund.

1. Presentation: Public Works

H. ADJOURNMENT

Motion by District 6 Alderperson Marshall seconded by District 5 Alderperson Lewis to adjourn the Budget Review Session meeting at 8:44pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.