

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, February 16, 2026 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:
 - 2. Minutes to Receive:
 - a. Library Board of Trustees, 12/16/25
 - b. Board of Health, 1/7/26
 - c. Parks & Recreation Board, 2/10/26
 - d. Personnel Committee, 2/2/26
 - e. Water and Light Commission, 1/28/26
 - f. Plan Commission, 2/3/26
 - g. Redevelopment Authority, 2/3/26
 - h. Special Police Commission, 2/11/26
 - 3. Communications:
 - a. Bike Friendly Community Silver Award
 - b. High Cliff Connection Annual Newsletter
 - c. City of Menasha Comprehensive Plan Update
 - d. East Broad Street Parking Lot Time Limit Temporary Suspension Memorandum (02/11/26–03/20/26)
- 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, 2/2/26
2. Plan Commission, 2/3/26, Recommends Approval of:
 - a. Certified Survey Map as presented for Province Terrace Lots 3-7 (Parcel Nos. 7-00001-07, 7-00001-06, 7-00001-04, and 7-00001-03)

H. Items Removed from the Consent Agenda

I. Action Items

1. Accounts payable and payroll for the term of 1/30/26 - 2/12/26 in the amount of \$2,940,481.58

J. Held Over Business

K. Ordinances and Resolutions

1. O-3-26 – An Ordinance Amending Title 11, Chapter 5, Section 11-5-1(b)(2) of the Code of Ordinances: Consumption of Alcoholic Beverages in City Parks (Introduced by Ald. Grade)

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
March 2, 2026
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."

ELISHA D. SMITH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Elisha D. Smith Public Library
Company E Room
December 16, 2025

Called to order at 4:00pm by Chair Witt

Present: Chair Witt, Vice Chair Halverson, Secretary Stojanovic, Trustee Lane, Trustee Franzoi, Trustee Englebert, Trustee Wickman, Superintendent of Schools Zimmerman, Teen Representative Lance

Absent: Trustee Turner

Also Present: Director Kopetsky, Business Manager Kozerski, Programming Services Manager Moore-Nokes and Public Services Manager Raschke

Public Comment/Communication

None.

Consent Business

A motion was made by Englebert, seconded by Halverson to approve the Library Board of Trustees meeting minutes from November 25, 2025. Motion carried unanimously.

Authorization of Bills

A motion was made by Franzoi, seconded by Lane to authorize payment of the December 2025 bills from the 2025 budget and endowment accounts. Motion carried unanimously.

Updates

Staff Reports

- Raschke reported that starting January 1, 2026 there will be a daily cap on Hoopla checkouts. This mirrors other area libraries and allows for more control of costs for this resource. Patrons will be notified when the daily limit has been reached. Discussion ensued. There is now permanent display shelving in the entryway. The circulation desk has a display case for Friends of the Elisha D. Smith Library merchandise for the public to purchase. Rashke is in the process of annual staff reviews.
- Moore-Nokes shared that staff have been planning programs and series for 2026. Moore-Nokes also shared examples of card decks and boxes that are given to participants in the re-launched literacy programs. Programming staff have been happy with the sign up and participation numbers for these programs so far.

Teen Representative Report

- Teen Representative Lance shared that the Teen Volunteer Council met at Sweet Lair this month to make ornaments for the Gather 'Round event in downtown Menasha. There will be a reception for the Souper art mural paintings created at the November Time Machine Tuesday program next month. The Teen Taste & Test read *Enola Holmes* and discussed the book versus movie versions.

Friends Update

- Trustee Lane reported that Hawkins & Ash are wrapping up the 2024 audit and it should be finished by the end of the year. The holiday vendor market fundraiser brought in around \$1000.00 and many new memberships. The Friends are looking at a possible spring booksale and also planning for the 2026 Courtyard Market. There is currently an opening on the Friends board.

New Business

2025 Library Strategic Plan Process

- The community survey was launched on December 1, there have been 250 surveys completed so far.
- Library staff and WiLS had an in-service the morning of Tuesday, December 2nd.
- WiLS and staff members are also conducting interviews with community stakeholders and there was a community conversation held on Tuesday, December 9th.
- After the survey is closed, WiLS will send a preliminary findings report.

Director's Report

- Director Kopetsky commented on the high volume of people using the building this year despite being closed for the first 15% of 2025.
- There has been a steady increase in staff leveraging SMITHworks equipment and tools for in-house needs, this is more convenient and keeps costs down.
- The city council voted to accept the 2026 budget on Monday, December 1st with no changes to the library's budget. Discussion ensued.
- Director Kopetsky also spoke to several programming partnerships taking shape, including Menasha Parks & Rec and the city's health department.

November Statistics

- SMITHworks has seen over 8000 visits so far this year.
- We are still seeing a shift in usage from print to digital materials. Within digital materials, there is also a shift from checkouts of ebooks to audiobooks.

2025 Budget Status

- Kopetsky reported that the budget is on track overall for the time of year and he is expecting it to finish on track as well.
- Kopetsky has brought back the value of library services provided calculator to the director's report. This tool calculates the monetary value of the services that public libraries provide to their community. Discussion ensued.

Approve 2026 Operating Budget

- Director Kopetsky spoke to the changes he made from the draft budget to the final budget. Discussion ensued.
- A motion was made by Halverson, seconded by Franzoi to approve the 2026 operating budget for the library. Motion carried unanimously.

The next regular meeting will be Tuesday, January 27, 2025 at 5:30pm.

Adjournment

Meeting adjourned at 5:10pm.

Respectfully submitted,
Eva Kozerski

CITY OF MENASHA BOARD OF HEALTH
Minutes
January 7, 2026

A. CALL TO ORDER

Meeting called to order by Candyce Rusin at 8:31 AM

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Andrew Dunn, Gary Daughtery, Kristine Hutter, Candyce Rusin, Kristene Stacker

ABSENT:

ALSO PRESENT: EHS Todd Drew, PHE Claire Holzschuh, OC Larissa Keller, RDH Claire Opsteen, PHN Meghan Pauly, PHN Liz Rosin

C. MINUTES TO APPROVE

1. Board of Health, December 10, 2025

Moved by Andrew Dunn and seconded by Gary Daughtery to approve the December 10, 2025 minutes. The motion carried.

D. REPORT OF DEPT HEADS/STAFF/CONSULTANTS

1. Administrative

a. PHAB Readiness and Training Assessment and Pathways Program

PHD Hutter shared that we have the opportunity to pursue PHAB accreditation over the next 2 years, with funding and technical assistance provided by the state. This would be a full staff effort, with the initial readiness assessment and training portion taking 3-12 months, followed by an application to the pathways recognition program. PHD Hutter will meet with staff members to assess departmental capacity and may bring this topic to the board for approval in the future.

2. Employee Safety

EHS Drew reported that threat risk assessments have been completed at the library and public works facility. He is investigating two staff injuries. Safety meetings were conducted for City Hall, PWF, and PD. Planning for 2026 CVMIC safety grant funds is underway. WI DHS has funded doses of Narcan to replace the expired doses at PD and City Hall. The fire department received updated doses through the city of Neenah.

3. Sealer of Weights and Measures

EHS Drew reported that he has completed scale inspections at 4 locations.

4. Environmental Health

EHS Drew reported that he completed and passed his annual standardization on December 16-17. He inspected the Jefferson Pool and the Dreams buildings for lead and asbestos prior to demolition. He is conducting routine inspections and investigated 2 major complaints in establishments. He has investigated 4 human health hazard complaints, 7 animal issues, completed 4 DNR inspections, and 1 lead inspection which led to the discovery of many housing code violations. The Wis. Admin. Code chapter governing tourist rooming houses is undergoing changes. The legislative committee is reviewing 5 bills which EHS Drew will continue to track for changes. The last three homes near the old American Fiber site have signed waivers for the DNR to perform vapor intrusion testing. This testing will be conducted and funded by the DNR.

5. Public Health Department

a. Respiratory Virus Data Snapshot: Week Ending Dec. 27

PHD Hutter shared the northeastern region respiratory virus data snapshot for week ending December 27, 2025. Influenza numbers are high, including emergency department visits due to influenza. Respiratory illness numbers in the area are high overall.

b. Communicable Disease Reports: Dec 2025, Jan-Dec 2025

PHD Hutter shared the communicable disease reports for December 2025 and the full 2025 yearly report.

6. Childhood Lead Poisoning Prevention

PHN Rosin reported that she is currently working on the end of year reporting for 2025.

7. Health Screening 60+

PHN Pauly reported that the Fox Valley Memory Project made magnets highlighting the 2026 Memory Café speaker series. Attendance is still down at Memory Café after moving the program from the Library to the Senior Center. The Board discussed Memory Café attendance trends and possible dermatologists for PHN Pauly to contact regarding skin checks at the Senior Center.

8. Immunization

PHN Pauly shared that although the recommended childhood vaccine schedule has been changed by the CDC, the state of Wisconsin has not adopted the changes, and our recommendations will remain unchanged. We continue to receive calls and walk-ins for flu vaccine.

9. Dental Program

RDH Opsteen reported that she finished the first fluoride applications and she will start sealants this month. She is currently working on the United Way grant application.

10. Maternal and Child Health

PHE Holzschuh met with Library Director Brian Kopetsky on youth mental health programming for 2026, including a teen art class focused on resiliency.

11. Bioterrorism

No update.

E. DISCUSSION/ACTION ITEMS

1. March Meeting Date

PHD Hutter shared that she will be unavailable for the scheduled March 2026 meeting. The board discussed rescheduling or canceling the meeting and will wait until the February meeting to decide.

F. ADJOURNMENT

Moved by Kristene Stacker and seconded by Gary Daughtery to adjourn the meeting at 9:10 AM. The motion carried.

Next Meeting: February 4, 2026 8:30 AM – Microsoft Teams

Menasha City Center

100 Main Street, Suite 100, Menasha, WI

CITY OF MENASHA
Parks and Recreation Board
City Center (100 Main St., Menasha)
February 10, 2026
MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. Dick Sturm at 5:34pm.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Vice Chr. Brian Adesso, Ald. Ted Grade, Melissa Grade, and Danielle Rand

MEMBERS ABSENT: Tommy Webster, Eli Wickman

OTHERS PRESENT: PRD Megan Sackett, Carmen Ebert from East Central Wisconsin Regional Planning Commission (ECWRPC)

C. PUBLIC COMMENT/CORRESPONDENCE

None

D. MINUTES TO APPROVE

1. **Minutes of the January 13, 2026 Regular Park Board Meeting:** Motion by T. Grade, seconded by M. Grade to approve the minutes of the January 13, 2026 Regular Park Board meeting. Motion carried.

E. DISCUSSION / ACTION ITEMS

1. **Comprehensive Outdoor Recreation Plan (CORP) Kick-off:** Carmen Ebert from ECWPRC gave an overview presentation of the expected content and process noting community engagement will take place from April -June with a final plan expected in Fall.
2. **O-3-26: An Ordinance Amending Title 11, Chapter 5, Section 11-5-1(b)(2) of the Code of Ordinances: Consumption of Alcoholic Beverages in City Parks (Introduced by Ald. Grade):** Dir. Sackett noted staff is proposing an amendment to the ordinance to allow for alcohol consumption and sales in Shepard Park to accommodate a new event this Summer. Dir. Sackett also noted Chief Thorn from Menasha PD is supportive of the proposed amendment.

Motion by T. Grade, seconded by D. Rand to recommend approval to the Common Council of O-3-26 An Ordinance Amending Title 11, Chapter 5, Section 11-5-1(b)(2) of the Code of Ordinances: Consumption of Alcoholic Beverages in City Parks. Motion carried.

F. REPORT OF DEPARTMENT HEAD / STAFF

1. **Department Report:** See attached written report.
2. **High Cliff Connection Annual Newsletter:** Dir. Sackett gave an overview of the Woodlands West segment that is currently in the design and engineering phase, noting design should be completed in 2026 with construction expected in 2027.
3. **Jefferson Park Playground in the Little Tikes Catalog:** Dir. Sackett indicated the pages included in the packet were the photos from the recently released Little Tikes Catalog where Jefferson Park playground was featured.

4. **Bike Friendly Community Award:** Dir. Sackett stated the City applied for the renewal of the Bike Friendly Community designation in June 2025. Recently, staff was notified the City was 1 of 79 communities across the nation given the award this year and the City improved from a bronze to a silver designation.
5. **Special Park Board Meeting Reminder:** Sackett reminded the Park Board members of the special meeting on February 19, 2026 at 5:00pm.

G. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

None

H. ADJOURNMENT

Motion by B. Adesso, seconded by M. Grade to adjourn at 6:24 pm. Motion carried.

PARK BOARD REGULAR MEETING NOTICE
Tuesday, March 10, 2026
City Hall (100 Main St., Rm 133) – 5:30 pm

DRAFT

Staff Reports from the Parks, Recreation, Forestry & Cemeteries Department February 2026

The Jefferson Park Playground was highlighted in the Little Tikes Commercial Playground that was released in January. We are proud to have such a great playground in our community thanks to the support of Bergstrom Automotive.



A Place for Everyone

Menasha, Wisconsin's new playground at Jefferson Park is a shining example of the city's commitment to providing a safe and inclusive play space for all children. The playground's inclusive design features a variety of play structures, including a large tree stump, a slide, and a climbing structure. The playground is also accessible to children with disabilities, with a ramp and a wheelchair-accessible play area. The playground is a great place for children to play and learn, and it is a testament to the city's commitment to providing a safe and inclusive play space for all children.

PARKS

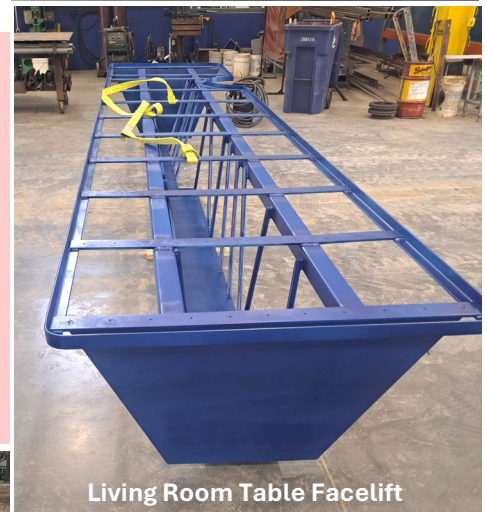
Work started on the Water Street dock; decking will be next as soon as it comes in.

The Trestle Trail will be closed February 9 starting at 7:00am–February 13th at 3:00pm so our crews can replace portions of the railing. There are 200 railing posts to install along with cable to help secure the railings.

Staff is also in the process of giving the living room table a facelift (sandblasted, repainted, and re-stained).



Living Room Table Facelift



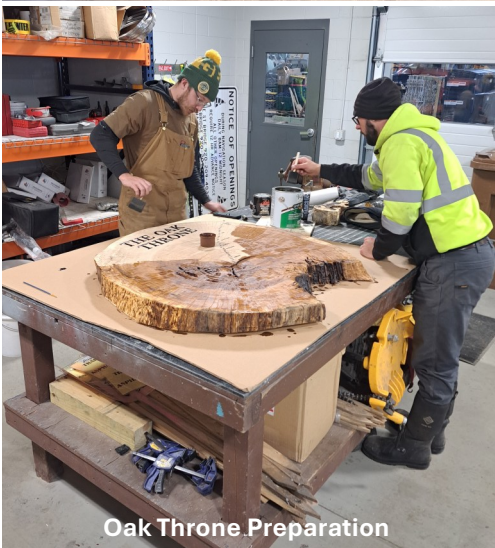
Living Room Table Facelift

BUILDINGS

Work on the epoxy floor in the PD garage has started along with a fresh coating of paint. The Sally port and holding area are up next.



Railings are ready for the Trestle Trail



Oak Throne Preparation



The Oak Throne

FORESTRY

Nine dead or high risk trees have been removed from various locations in the city. Our crew is also working on stump grinding.

Over the past couple of cold weeks, we have been working on educational signage for the oak throne at Smith Park. You may remember the oak throne is left over from a tree that is estimated to be over 280 years old!



PERSONNEL COMMITTEE MINUTES
Monday, February 2, 2026 at 6:30 PM
First Floor Conference Rooms
100 Main Street, Menasha, WI

- A. CALL TO ORDER
Meeting called to order by Chair Perkins at 7:22pm.
- B. ROLL CALL
Present: Aids. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella, Mayor Hammond
Also Present: CDD Dane, PRD Sackett, PC Thorn, CA Struve, DC Janet
- C. MINUTES TO APPROVE
1. Personnel Committee, 12/1/25
Motion by District 5 Alderperson Lewis seconded by District 7 Alderperson Grade to approve. Motion carried on voice vote.
- D. DISCUSSION / ACTION ITEMS
1. Pro se suit - Cordell Howze v. Derrick Rotta, et al. (24CV01661)
a. Adjourn into Closed Session pursuant to Wisconsin Statute § 19.85(1)(g) Conferring with legal counsel for the governing body who will render 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 (Concerning the pro se suit - Cordell Howze v. Derrick Rotta, et al. (24CV01661)).
Motion by District 4 Alderperson Perkins, seconded by District 7 Alderperson Grade to adjourn into Closed Session.

Motion carried 9-0 on roll call.
b. May reconvene into Open Session to take action on items that may be pending.
- E. ADJOURNMENT
Motion by District 3 Alderperson Hale seconded by District 5 Alderperson Lewis to adjourn the Personnel Committee meeting at 7:54pm. Motion carried on voice vote.

Minutes submitted by Deputy City Clerk Evan Janet.

REGULAR MEETING OF THE WATER AND LIGHT COMMISSION

January 28, 2026

Draft

Commission President Allwardt called the Regular Meeting of the Water and Light Commission to order at 8:00 a.m., with Commissioners Roy Kordus, Gary Turchan, and Austin Hammond, present on roll call. Also present were Melanie Krause, General Manager; Kristin Hubertus, Finance Manager; Kurt Melchert, Electric Manager; Adam Smith, Water Plant Manager; Justin Hoffmann, Project Engineer; and Tammy Phillips, Accounting and Administrative Assistant. Also present was Colten Sprenger, WPPI Energy Services Manager.

Those excused were: Antoine Tines

Item II. No one from the Gallery requested to be heard on any topic of public concern to the Utility.

Item III. Motion made by Comm. Allwardt, seconded by Comm. Kordus, the motion passed on roll call to approve the following:

- A. Minutes of the Regular Meeting of December 17, 2025.
- B. Approve and warrant the following payments dated December 18 – January 28, 2026 in the amount of \$7,149,688.57.
- C. Correspondence as listed:
 - Copy of WPPI Letter RE: Thank-You for Participation
 - Copy of Letter from DNR RE: Notice of Noncompliance
 - Copy of Thank-You from St. Joseph Food Program RE: 2025 Food Donation
 - Copy of Thank-You from Community Clothes Closet RE: 2025 Donation
 - Copy of Thank-You from St. Joseph Food Program RE: 2025 Cash Donation
 - Copy of Thank-You from Boys & Girls Club of the Fox Valley RE: 2025 Donation
 - Copy of MU Bill Insert RE: Energy Assistance
 - Copy of MU December Newsletter

Item IV. Claims Against the Utility – There were no claims discussed at this meeting.

Paula Maurer, Customer Service Manager joined the meeting at 8:05 a.m.

Item V. Purchase Orders over \$25,000.00 issued since the last Commission meeting were presented for informational purposes.

The purchase order for Powdered Activated Carbon is over budget due to order quantity that will last multiple years.

The purchase order for Integrated Solutions is over budget due to subscription information and additional licensing for new servers that was unavailable last fall.

The motion by Comm. Allwardt, seconded by Comm. Turchan, was unanimously approved on roll call to accept purchase order items over budget.

Item VI. Unfinished Business, Water Service Area Plan. There was no public comment on the plan that was completed by year end.

The motion by Comm. Hammond, seconded by Comm. Allwardt was approved on roll call to accept the Water Service Area Plan as completed.

Item VII. New Business, 2026 Customer Service Program Plan. Paula Maurer presented the 2026 Customer Service Promotional Calendar to the Commission.

Steve Grenell, Engineering Manager joined the meeting at 8:15 a.m.

McMahon 2026 Watermain Agreement. Staff presented a Professional Services Agreement from McMahon for the 2026 Watermain Construction Plan for plan review, permitting, bidding, and construction administration services.

The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimously approved on roll call to accept the McMahon Agreement in the amount of \$13,530.

Item VIII. Strategic Reports, Monthly Strategic Initiative Update – The December report was discussed.

Project Reports, Electric Projects – Work continues on the Water Plant network segregation project, SCADA, and the Melissa Substation outage from the weekend.

Water Projects – Crews worked on feeder rebuilds, meter installs and testing, 2026 Water Main Replacement plans, and main breaks.

Notice of Non-Compliance. Wisconsin's Safe Drinking Water regulation, s. NR 809.74, Wis. Adm. Code requires public water systems submit 2 monthly compliance water samples for fluoride testing, and s. NR 809.80 requires these results be reported to the Department. In November of 2025 the department did not receive a sample result which is a violation. A sample was collected on 1/14/25 and dropped off at a United States Postal Service drop off location. The sample was lost in the mail and did not get delivered within the 28-day hold time. The sample was received by the Wisconsin State Laboratory of Hygiene on 1/5/26 and analyzed on 1/6/26. The sample result was 0.823 mg/L which is within the acceptable target range. However, because the sample was analyzed more than 28 days after collection, a notice of noncompliance was issued. Menasha Utilities must provide notice to the public by 12/1/26.

Item IX. No one from the Gallery requested to be heard on any topic of public concern to the Utility.

Item X. The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimously approved on roll call at 8:35 a.m. to convene into Closed Session pursuant to Section 19.85 (1) (e) of the Wisconsin Statutes for the purpose of 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. RE: Northside Substation – 972 Sleepy Hollow Lane (parcel #720077600 and #720077601).

There being no further business, the motion by Comm. Kordus, seconded by Comm. Kordus, was unanimously approved to adjourn from Closed Session and to reconvene into Open Session of the Water and Light Commission meeting at 8:43 a.m.

Item XI. The motion by Comm. Allwardt, seconded by Comm. Kordus, was unanimously approved on roll call to adjourn at 8:44 a.m.

By: MARK L. ALLWARDT
President

GARY TURCHAN
Secretary

NOTE: THESE MINUTES ARE NOT TO BE CONSIDERED OFFICIAL UNTIL ACTED UPON AT THE NEXT REGULAR MEETING, THEREFORE, ARE SUBJECT TO REVISION.

**CITY OF MENASHA
Plan Commission
Menasha City Center
100 Main Street, Menasha
First Floor Conference Rooms
February 3, 2026
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order at 3:30 PM by Mayor Hammond.

B. ROLL CALL/EXCUSED ABSENCES

PLAN COMMISSION MEMBERS PRESENT: Mayor Austin Hammond, Alderman Chris Rand, Commissioners Kevin Benner, Dick Sturm, and Rachel Roth.

PLAN COMMISSION MEMBERS EXCUSED: Alderman Rosita Eisenach and Commissioner Elke Werner

OTHERS PRESENT: CDD Dane, PP Larsen, AP Heim, Adam Alquist (Pure Architecture Studio), Tim Wittmann (Davel Engineering), Trevor Bowman (Lamar Sign)

C. PUBLIC HEARING

D. MINUTES TO APPROVE

A. Minutes of the January 6, 2026 Plan Commission Meeting

Motion by Comm. Roth, seconded by Comm. Sturm, to approve the January 6, 2026 Plan Commission meeting minutes. The motion carried.

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

No comment from the public.

F. DISCUSSION / ACTION ITEMS

1. Site Plan Review – Province Apartments, LLC – 1221, 1237, 1253, 1269, and 1285 Province Terrace (Parcel No. 7-00001-07, 7-00001-06, 7-00001-05, 7-00001-04, and 7-00001-03)

PP Larsen provided context on the proposed site plan and went over various areas of the development that were reviewed for zoning compliance.

General discussion ensued.

A motion was made by Comm. Roth, seconded by Comm. Sturm to approve the Site Plan Review – Province Apartments, LLC – 1221, 1237, 1253, 1269, and 1285 Province Terrace (Parcel No. 7-00001-07, 7-00001-06, 7-00001-05, 7-00001-04, and 7-00001-03).

The motion carried 5-1.

2. Certified Survey Map – Lot Consolidation – 1221, 1237, 1253, 1269, and 1285 Province Terrace (Parcel No. 7-00001-07, 7-00001-06, 7-00001-05, 7-00001-04, and 7-00001-03)

PP Larsen presented the certified survey map that was submitted to combine the 5 separate parcels into 1 parcel for the proposed apartment complex development.

General discussion ensued.

A motion was made by Comm. Sturm, seconded by Comm. Roth to recommend approval of the Certified Survey Map – Lot Consolidation – 1221, 1237, 1253, 1269, and 1285 Province Terrace (Parcel No. 7-00001-07, 7-00001-06, 7-00001-05, 7-00001-04, and 7-00001-03).

The motion carried 5-1.

3. Property Acquisition – 800 Ninth Street (Parcel 12103531502)

DD Dane provided a background of the parcel and the surrounding parcels and context on how the city became interested in the possible acquisition of this property. DPW Merten provided information on the benefit the public works department would gain from utilizing a portion of this site for future operations.

General discussion ensued.

A motion was made by Comm. Sturm, seconded by Comm. Benner to recommend approval of the Property Acquisition at 800 Ninth Street (Parcel 12103531502)

G. COMMUNICATION

1. Set Next Meeting Date

The next Plan Commission meeting was set for March 3, 2026.

H. ADJOURNMENT

Motion by Comm. Benner, seconded by Comm. Roth to adjourn at 4:10 PM. The motion carried.

Minutes submitted by PP Larsen.

**CITY OF MENASHA
REDEVELOPMENT AUTHORITY
Menasha City Center
100 Main Street, Menasha
First Floor Conference Rooms
February 3, 2026
5:15 PM**

MINUTES

A. CALL TO ORDER

The meeting was called to order by at 5:15pm.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Chair Kim Vanderhyden, Alderman Chris Rand, Commissioners Alicia Buechler, Matt Vanderlinden, Stacey Milligan, and Issac Geffers.

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED:

OTHERS PRESENT: CDD Dane, PP Larsen

C. PUBLIC HEARING

D. MINUTES TO APPROVE

1. Minutes of the November 4, 2025 Redevelopment Authority Meeting

Chair Vanderhyden made a motion to approve the minutes of the November 4, 2025 Redevelopment Authority meeting. The motion was seconded by Comm. Vanderlinden. The motion carried.

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN ON THIS AGENDA

(five (5) minute time limit for each person)

F. DISCUSSION / ACTION ITEMS

1. Rezoning – 1173 Province Terrace from C-3 Business and Office District to R-2A Zero Lot Line Residence District.

PP Larsen and CDD Dane presented the rezoning application that was submitted by a developer that is interested in redeveloping 1173 Province Terrace and informed member that since the sale of the property is not finalized that the Redevelopment Authority is technically still the owner of the property and would need to complete and sign the owner information portion of the rezoning application.

Comm. Vanderlinden made a motion to authorize CDD Dane to sign the owner portion of the submitted rezoning application on the Redevelopment Authority's behalf for 1173 Province Terrace. Chair Vanderhyden seconded the motion.

G. COMMUNICATION

1. City Hall District Development Update

CDD Dane presented concept plans that were created for a few opportunity sites in the City Hall District and discussed the visions that staff has for these areas.

General Discussion ensued.

2. Lawson Canal Ad-Hoc Advisory Committee Update

CDD Dane provided a high level overview of the first Lawson Canal Advisory Committee meeting and conversations he had with Mike Geal, a developer that worked on a project in Appleton .

The Redevelopment Authority members directed CDD Dane to invite Mike Gael to the next meeting to speak on his development portfolio.

3. Set Next Meeting – March 3, 2026

The next Redevelopment Authority meeting was set for March 3, 2026

H. ADJOURNMENT

Comm. Geffers Motioned to adjourn. Comm. Vanderlinden seconded. Motion carried.

Minutes submitted by PP Larsen



MENASHA POLICE COMMISSION MEETING MINUTES (DRAFT) Special Meeting - February 11, 2026 4:30 PM

Location: Menasha City Hall, 100 Main Street, Room 207, Menasha, Wisconsin.

1. ROLL CALL/ EXCUSED ABSENCES

- **Meeting called to order 4:30 pm**

Present: James Meinke, Jerry Jakubek, Trevor Martin, Nancy Ball, Deb Galeazzi, PC Thorn, Mayor Hammond, HR Manager Kimberly Cardoza, Attorney Struve

2. MINUTES TO APPROVE

01/20/26 PC Meeting Minutes

Minutes approved by Police Commission at 4:32pm

3. COMMUNICATION TO RECIEVE

Unanimous approval by the Commission to reorder the agenda and address DISCUSSION items prior to ACTION item.

4. ACTION ITEMS

- **Interim Police Chief Appointment:**
 - Moved by Commissioner Martin, Seconded by Commissioner Ball, to appoint Deputy Chief Hanchek as interim Police Chief for the City of Menasha, effective upon Police Chief Nick Thorn's Departure.
 - Motion was approved unanimously by the commission at 5:26pm

5. DISCUSSION

- **Discussion on selection process of Chief of Police**
 - Job Posting for Police Chief will officially be posted Monday (2/16/26) and will be posted to several known and utilized career websites that may include LinkedIn, Monster, Indeed, ZipRecruiter, and also municipal/law enforcement specific websites such as Wilenet, WI Chiefs of Police, and WMCA.
 - Position Applications will begin to be reviewed by the Police Commission and HR at a Special Police Commission Meeting to be scheduled on 3/12/26.
 - Tentative first round of interviews for the position may take place on 3/19/26.
 - No. 4 of the job qualifications was updated to reflect the following: "Thorough knowledge of law enforcement agency policies, procedures, and rules governing the operation of a law enforcement agency."
- **Bylaws Refresher-Rules and Regulation of the City of the Menasha Police Commission**

- Attorney Struve reviewed bylaws associated with the Interim Police Chief appointment and the Police Chief Selection Process.

6. HELD OVER BUSINESS

- 7. CLOSED SESSION Wisconsin statutes sec 19.85 (1)(c) (If needed)
Considering the employment, promotion, compensation or evaluating the performance of any
employee under the commission's jurisdiction.**

ADJOURN

- **Meeting adjourned at 5:29 pm after a Motion by Commissioner Galeazzi, Second by President Meinke, and unanimous approval to adjourn.**

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 Chief of Police at 967-3500 at least 24- hours in advance to ensure special accommodations can be made.

February 9, 2026

City of Menasha Named a Silver-Level Bicycle Friendly Community by the League of American Bicyclists

Menasha, WI – The League of American Bicyclists has honored the City of Menasha with a **Silver-level Bicycle Friendly Community (BFC)** award, recognizing the city's commitment to building better places for people to bike. Menasha joins more than 400 communities nationwide in the movement for safer streets and better bicycling for everyone.

The Silver-level designation reflects Menasha's dedication to creating transportation and recreational resources that benefit residents of all ages and abilities while encouraging healthier and more sustainable transportation choices.

"Menasha's leaders are committed to creating a community where biking is safe, accessible, and enjoyable for everyone," said Andrew Dane, Menasha's Director of Community Development. "By earning this Silver-level designation, we're not just celebrating what we've accomplished, we're setting the stage for what's next. Our goal is to continue expanding bike infrastructure, improving safety education, and fostering a culture that embraces biking as a healthy, sustainable way to get around. We're excited to keep moving forward and aim for an even higher Bicycle Friendly Community ranking in the future."

Bill Nesper, Executive Director of the League of American Bicyclists, added: "Building better places to bike is a shared effort. The communities recognized here are part of a growing national movement, taking practical steps to support bicycling as a safe, accessible, and valuable part of everyday life."

The League's **Bicycle Friendly America** program sets the standard for how communities build and benchmark progress toward making biking better. This round of awards includes 79 new and renewing communities, joining a total of 444 current Bicycle Friendly Communities in all 50 states and the District of Columbia.

Menasha's Silver-level award recognizes investments in bike education programs, regular bike events that promote and encourage biking, pro-bike policies, and infrastructure improvements. The designation is valid for four years, during which Menasha will continue working toward its goal of achieving an even higher ranking in the future.

To learn more about the Bicycle Friendly Community program, visit bikeleague.org/community.

About the League of American Bicyclists

The League of American Bicyclists leads the national movement to create a Bicycle Friendly America for everyone. With a history dating to 1880, the League is committed to engaging diverse communities and building a powerful, unified voice for change around protecting and promoting bicyclists' rights. Learn more at www.bikeleague.org.

Public View - 2025 BFC Round

#	Community Name, State, Application Rou...	Community ...	State	Ro...	Award Level	Total Populat...
Award Level - Numerical Code: 2 - Platinum				SUM 4		AVG 120,352
1	Davis, California - Fall 2025 (Platinum)	Davis	Califo...	2025	Platinum	65,832
2	Fort Collins, Colorado - Fall 2025 (Platinum)	Fort Collins	Color...	2025	Platinum	174,871
Award Level - Numerical Code: 3 - Gold				SUM 1		AVG 129,545
3	Alameda, California - Fall 2025 (Gold)	Alameda	Califo...	2025	Gold	78,280
4	Aspen, Colorado - Fall 2025 (Gold)	Aspen	Color...	2025	Gold	6,612
5	Durango, Colorado - Fall 2025 (Gold)	Durango	Color...	2025	Gold	19,534
6	Minneapolis, Minnesota - Fall 2025 (Gold)	Minneapolis	Minn...	2025	Gold	429,954
7	Provo, Utah - Fall 2025 (Gold)	Provo	Utah	2025	Gold	113,343
Award Level - Numerical Code: 4 - Silver				SUM 4		AVG 248,055
8	Anchorage, Alaska - Fall 2025 (Silver)	Anchorage	Alaska	2025	Silver	289,600
9	Flagstaff, Arizona - Fall 2025 (Silver)	Flagstaff	Arizona	2025	Silver	76,831
10	Roseville, California - Fall 2025 (Silver)	Roseville	Califo...	2025	Silver	147,773
11	Colorado Springs, Colorado - Fall 2025 (Silv...	Colorado Spri...	Color...	2025	Silver	488,670
12	Vail, Colorado - Fall 2025 (Silver)	Vail	Color...	2025	Silver	4,835
13	Gainesville, Florida - Fall 2025 (Silver)	Gainesville	Florida	2025	Silver	145,812
14	Miami-Dade County, Florida - Fall 2025 (Sil...	Miami-Dade ...	Florida	2025	Silver	2,701,767
15	Decatur, Georgia - Fall 2025 (Silver)	Decatur	Geor...	2025	Silver	25,772
16	Coeur d'Alene, Idaho - Fall 2025 (Silver)	Coeur d'Alene	Idaho	2025	Silver	58,195
17	Evanston, Illinois - Fall 2025 (Silver)	Evanston	Illinois	2025	Silver	75,070
18	Cedar Rapids, Iowa - Fall 2025 (Silver)	Cedar Rapids	Iowa	2025	Silver	137,710
19	Traverse City, Michigan - Fall 2025 (Silver)	Traverse City	Michi...	2025	Silver	15,678
20	St. Louis Park, Minnesota - Fall 2025 (Silver)	St. Louis Park	Minn...	2025	Silver	50,010
21	Bozeman, Montana - Fall 2025 (Silver)	Bozeman	Mont...	2025	Silver	57,305
22	Hoboken, New Jersey - Fall 2025 (Silver)	Hoboken	New J...	2025	Silver	60,419
23	Cleveland, Ohio - Fall 2025 (Silver)	Cleveland	Ohio	2025	Silver	362,656
24	Bend, Oregon - Fall 2025 (Silver)	Bend	Oregon	2025	Silver	106,839

#	Community Name, State, Application Rou...	Community ...	State	Ro...	Award Level	Total Populat...
25	Springfield, Oregon - Fall 2025 (Silver)	Springfield	Oregon	2025	Silver	61,851
26	Appleton, Wisconsin - Fall 2025 (Silver)	Appleton	Wiscon...	2025	Silver	75,644
27	Menasha, Wisconsin - Fall 2025 (Silver)	Menasha	Wiscon...	2025	Silver	18,662
Award Level - Numerical Code: 5 - Bronze				SUM 1		AVG 135,409
28	Sierra Vista, Arizona - Fall 2025 (Bronze)	Sierra Vista	Arizona	2025	Bronze	45,319
29	Little Rock, Arkansas - Fall 2025 (Bronze)	Little Rock	Arkan...	2025	Bronze	203,842
30	American Canyon, California - Fall 2025 (Br...	American Can...	Califo...	2025	Bronze	21,347
31	Brentwood, California - Fall 2025 (Bronze)	Brentwood	Califo...	2025	Bronze	64,811
32	Costa Mesa, California - Fall 2025 (Bronze)	Costa Mesa	Califo...	2025	Bronze	108,354
33	Napa, California - Fall 2025 (Bronze)	Napa	Califo...	2025	Bronze	79,246
34	Orange County, California - Fall 2025 (Bron...	Orange County	Califo...	2025	Bronze	3,186,989
35	Riverside, California - Fall 2025 (Bronze)	Riverside	Califo...	2025	Bronze	320,764
36	Sunnyvale, California - Fall 2025 (Bronze)	Sunnyvale	Califo...	2025	Bronze	159,673
37	Pueblo, Colorado - Fall 2025 (Bronze)	Pueblo	Color...	2025	Bronze	111,876
38	Hartford, Connecticut - Fall 2025 (Bronze)	Hartford	Conn...	2025	Bronze	121,054
39	Lakeland, Florida - Fall 2025 (Bronze)	Lakeland	Florida	2025	Bronze	122,264
40	Wellington, Florida - Fall 2025 (Bronze)	Wellington	Florida	2025	Bronze	61,637
41	Carrollton, Georgia - Fall 2025 (Bronze)	Carrollton	Geor...	2025	Bronze	27,259
42	Roswell, Georgia - Fall 2025 (Bronze)	Roswell	Geor...	2025	Bronze	92,833
43	Aurora, Illinois - Fall 2025 (Bronze)	Aurora	Illinois	2025	Bronze	180,542
44	Batavia, Illinois - Fall 2025 (Bronze)	Batavia	Illinois	2025	Bronze	26,250
45	Elmhurst, Illinois - Fall 2025 (Bronze)	Elmhurst	Illinois	2025	Bronze	45,786
46	Niles, Illinois - Fall 2025 (Bronze)	Niles	Illinois	2025	Bronze	30,912
47	Washington, Illinois - Fall 2025 (Bronze)	Washington	Illinois	2025	Bronze	16,071
48	Lafayette, Indiana - Fall 2025 (Bronze)	Lafayette	Indiana	2025	Bronze	70,783
49	Bowling Green, Kentucky - Fall 2025 (Bronze)	Bowling Green	Kentu...	2025	Bronze	77,459
50	Ogunquit, Maine - Fall 2025 (Bronze)	Ogunquit	Maine	2025	Bronze	1,577
51	College Park, Maryland - Fall 2025 (Bronze)	College Park	Maryl...	2025	Bronze	34,187

#	Community Name, State, Application Rou...	Community ...	State	Ro...	Award Level	Total Populat...
52	Frederick, Maryland - Fall 2025 (Bronze)	Frederick	Maryl...	2025	Bronze	78,171
53	Brewster, Massachusetts - Fall 2025 (Bronze)	Brewster	Mass...	2025	Bronze	10,381
54	Ypsilanti, Michigan - Fall 2025 (Bronze)	Ypsilanti	Michi...	2025	Bronze	20,648
55	Duluth, Minnesota - Fall 2025 (Bronze)	Duluth	Minn...	2025	Bronze	87,680
56	New Ulm, Minnesota - Fall 2025 (Bronze)	New Ulm	Minn...	2025	Bronze	14,120
57	Willmar, Minnesota - Fall 2025 (Bronze)	Willmar	Minn...	2025	Bronze	21,015
58	Winona, Minnesota - Fall 2025 (Bronze)	Winona	Minn...	2025	Bronze	26,303
59	Oxford, Mississippi - Fall 2025 (Bronze)	Oxford	Missis...	2025	Bronze	26,086
60	Springfield, Missouri - Fall 2025 (Bronze)	Springfield	Misso...	2025	Bronze	170,188
61	Omaha, Nebraska - Fall 2025 (Bronze)	Omaha	Nebra...	2025	Bronze	486,051
62	Los Alamos, New Mexico - Fall 2025 (Bronze)	Los Alamos	New ...	2025	Bronze	19,675
63	Cary, North Carolina - Fall 2025 (Bronze)	Cary	North...	2025	Bronze	191,000
64	Cleveland Heights, Ohio - Fall 2025 (Bronze)	Cleveland Hei...	Ohio	2025	Bronze	45,312
65	Hudson, Ohio - Fall 2025 (Bronze)	Hudson	Ohio	2025	Bronze	23,100
66	Kent, Ohio - Fall 2025 (Bronze)	Kent	Ohio	2025	Bronze	28,215
67	Westerville, Ohio - Fall 2025 (Bronze)	Westerville	Ohio	2025	Bronze	38,612
68	Camp Hill, Pennsylvania - Fall 2025 (Bronze)	Camp Hill	Penns...	2025	Bronze	8,149
69	York, Pennsylvania - Fall 2025 (Bronze)	York	Penns...	2025	Bronze	44,800
70	Newport, Rhode Island - Fall 2025 (Bronze)	Newport	Rhod...	2025	Bronze	24,717
71	Sioux Falls, South Dakota - Fall 2025 (Bronze)	Sioux Falls	South...	2025	Bronze	219,588
72	Draper City, Utah - Fall 2025 (Bronze)	Draper City	Utah	2025	Bronze	55,383
73	Brattleboro, Vermont - Fall 2025 (Bronze)	Brattleboro	Verm...	2025	Bronze	11,471
74	Essex Junction, Vermont - Fall 2025 (Bronze)	Essex Junction	Verm...	2025	Bronze	10,817
75	Montpelier, Vermont - Fall 2025 (Bronze)	Montpelier	Verm...	2025	Bronze	8,074
76	Newport, Vermont - Fall 2025 (Bronze)	Newport	Verm...	2025	Bronze	4,455
77	South Burlington, Vermont - Fall 2025 (Bro...	South Burling...	Verm...	2025	Bronze	20,292
78	Herndon, Virginia - Fall 2025 (Bronze)	Herndon	Virginia	2025	Bronze	24,655
79	Everett, Washington - Fall 2025 (Bronze)	Everett	Washi...	2025	Bronze	111,475

#	Community Name, State, Application Rou...	Community ...	State	Ro...	Award Level	Total Populat...
Award Level - Numerical Code: 6 - Honorable ...				SUM 2		AVG 101,547
80	Queen Creek, Arizona - Fall 2025 (Honorabl...	Queen Creek	Arizona	2025	Honora...	83,700
81	Windsor, Connecticut - Fall 2025 (Honorabl...	Windsor	Conn...	2025	Honora...	29,492
82	Amelia Island/Fernandina Beach, Florida - F...	Amelia Island...	Florida	2025	Honora...	23,000
83	Johns Creek, Georgia - Fall 2025 (Honorabl...	Johns Creek	Geor...	2025	Honora...	81,119
84	Grayslake, Illinois - Fall 2025 (Honorable M...	Grayslake	Illinois	2025	Honora...	20,831
85	Kane County, Illinois - Fall 2025 (Honorable...	Kane County	Illinois	2025	Honora...	516,522
86	Skokie, Illinois - Fall 2025 (Honorable Menti...	Skokie	Illinois	2025	Honora...	67,824
87	Morehead-Rowan County, Kentucky - Fall 2...	Morehead-Ro...	Kentu...	2025	Honora...	24,409
88	Frederick County, Maryland - Fall 2025 (Ho...	Frederick Cou...	Maryl...	2025	Honora...	299,317
89	Stillwater, Minnesota - Fall 2025 (Honorabl...	Stillwater	Minn...	2025	Honora...	19,530
90	Cuyahoga Falls, Ohio - Fall 2025 (Honorabl...	Cuyahoga Falls	Ohio	2025	Honora...	51,114
91	Lehi, Utah - Fall 2025 (Honorable Mention)	Lehi	Utah	2025	Honora...	84,373
92	Wisconsin Rapids, Wisconsin - Fall 2025 (H...	Wisconsin Ra...	Wisco...	2025	Honora...	18,877
				SUM 1		AVG 154,466

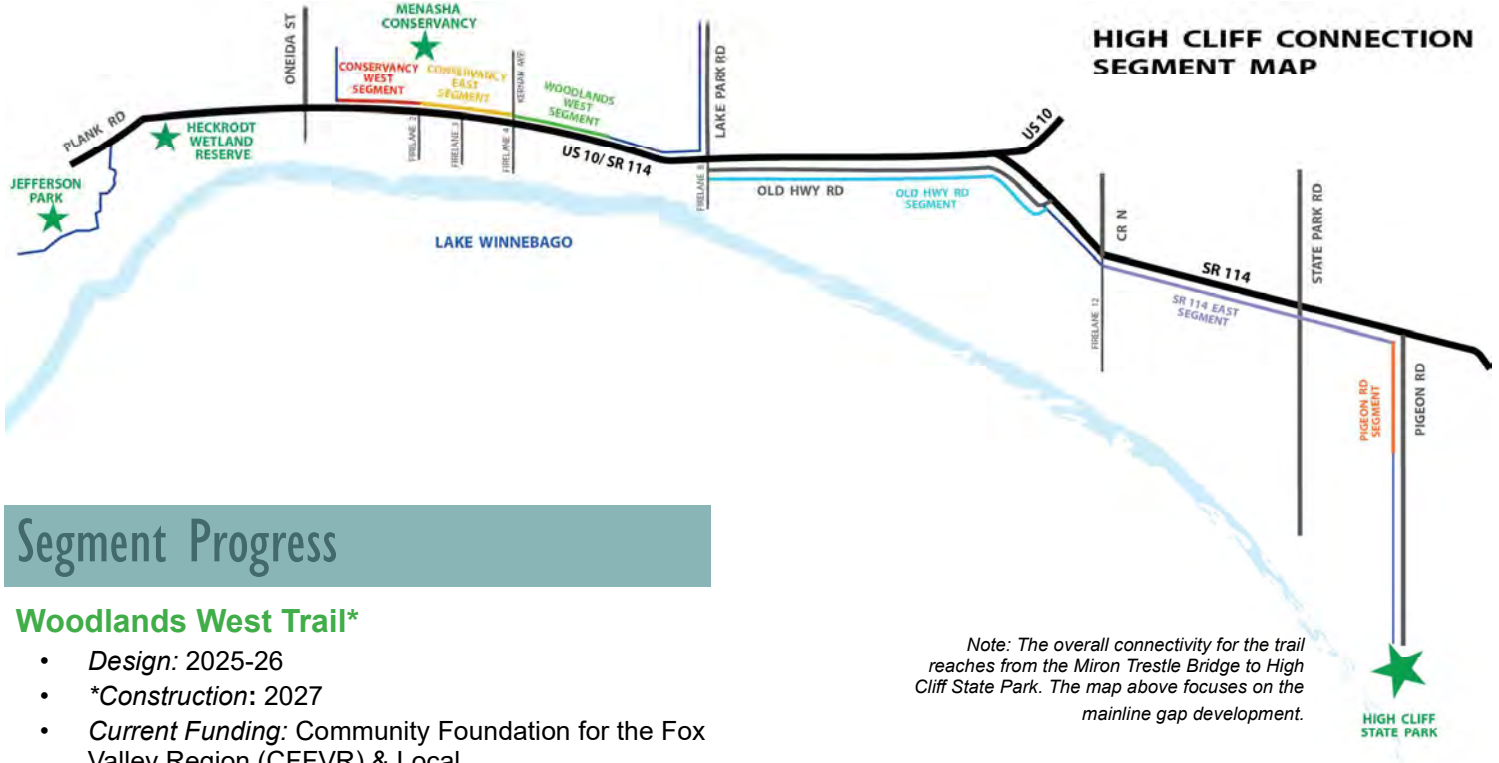


News on the Trail...

January 2026

Linking communities, neighborhoods & nature

In early 2025, the High Cliff Connection Feasibility Studies were presented and approved by the boards and councils of Menasha, Harrison, and Sherwood. From this, the six segments shown below were established for future development.



Segment Progress

Woodlands West Trail*

- Design: 2025-26
- *Construction: 2027
- Current Funding: Community Foundation for the Fox Valley Region (CFFVR) & Local.

Pigeon Road Trail Rehab (existing southern section)

- Design: 2025-26
- Construction: 2026
- Funding: WDNR, CFFVR & Local

Old Highway Road Trail

- Design: 2026
- Construction: 2027
- Funding: WisDOT, WDNR, CFFVR & Local

Conservancy West Trail*

- Preliminary outreach planned for 2026.

Pigeon Road Trail*

- Preliminary outreach planned for 2026.

2025 Highlights

- Feasibility Studies completed and approved by partner municipalities.
- Design started on two segments.
- **\$31,000** in new private donations secured.
- **\$345,440** in new government grants secured.
- Community Foundation for the Fox Valley Region was awarded the Wisconsin Park & Recreation Association Partnership Award.
- Total private donations secured to date: **\$2.31 million**.
- Total gov't grants secured to date: **\$1.495 million**.

Thanks to our local partners!



City of Menasha

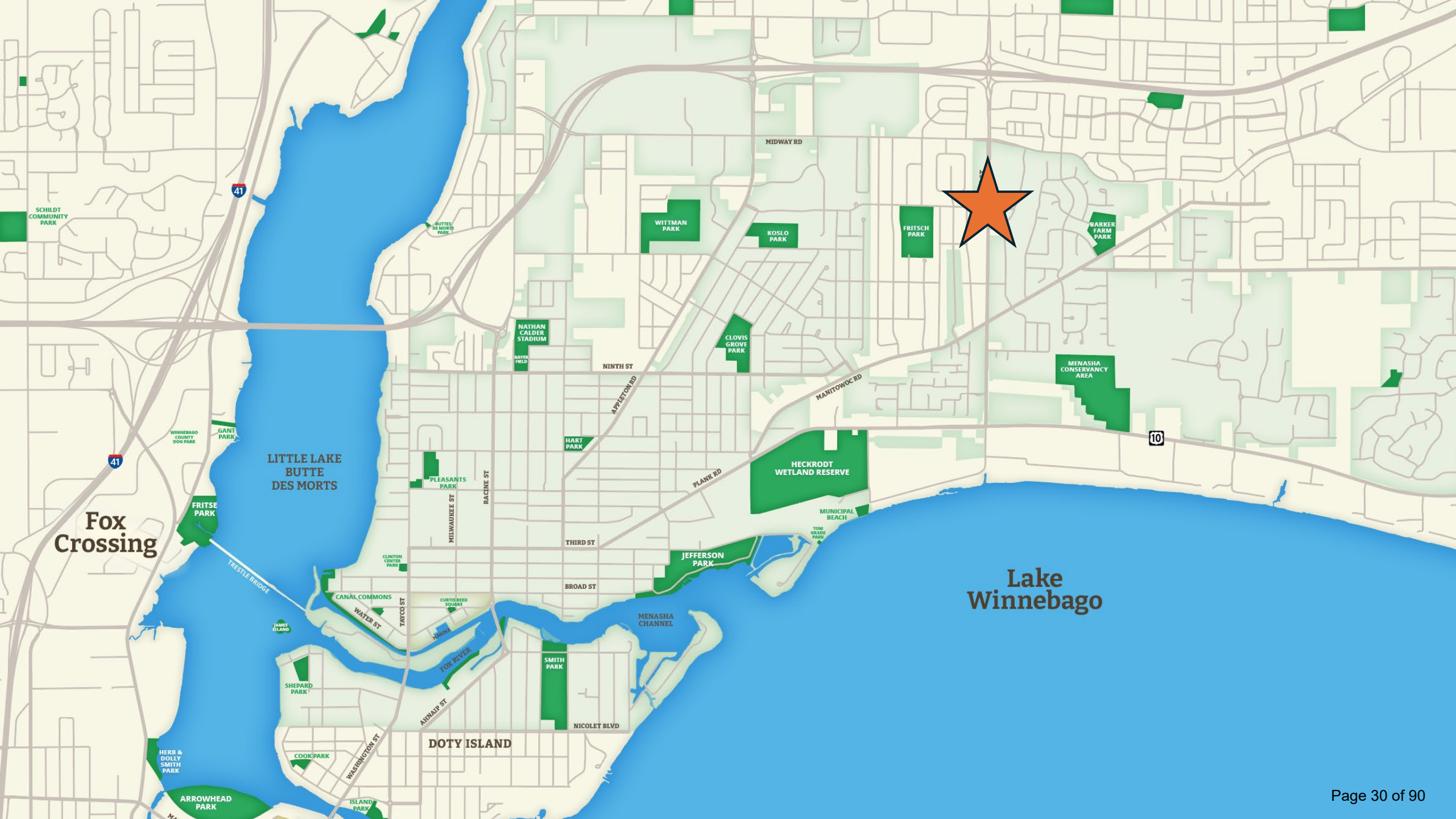
2025 Comprehensive Plan Update

February 16, 2026



Infill development concepts

- Oneida Street
- Plank Road
- Lake Park Road
- Water Street
- Tayco Street
- City Hall District



Fox Crossing

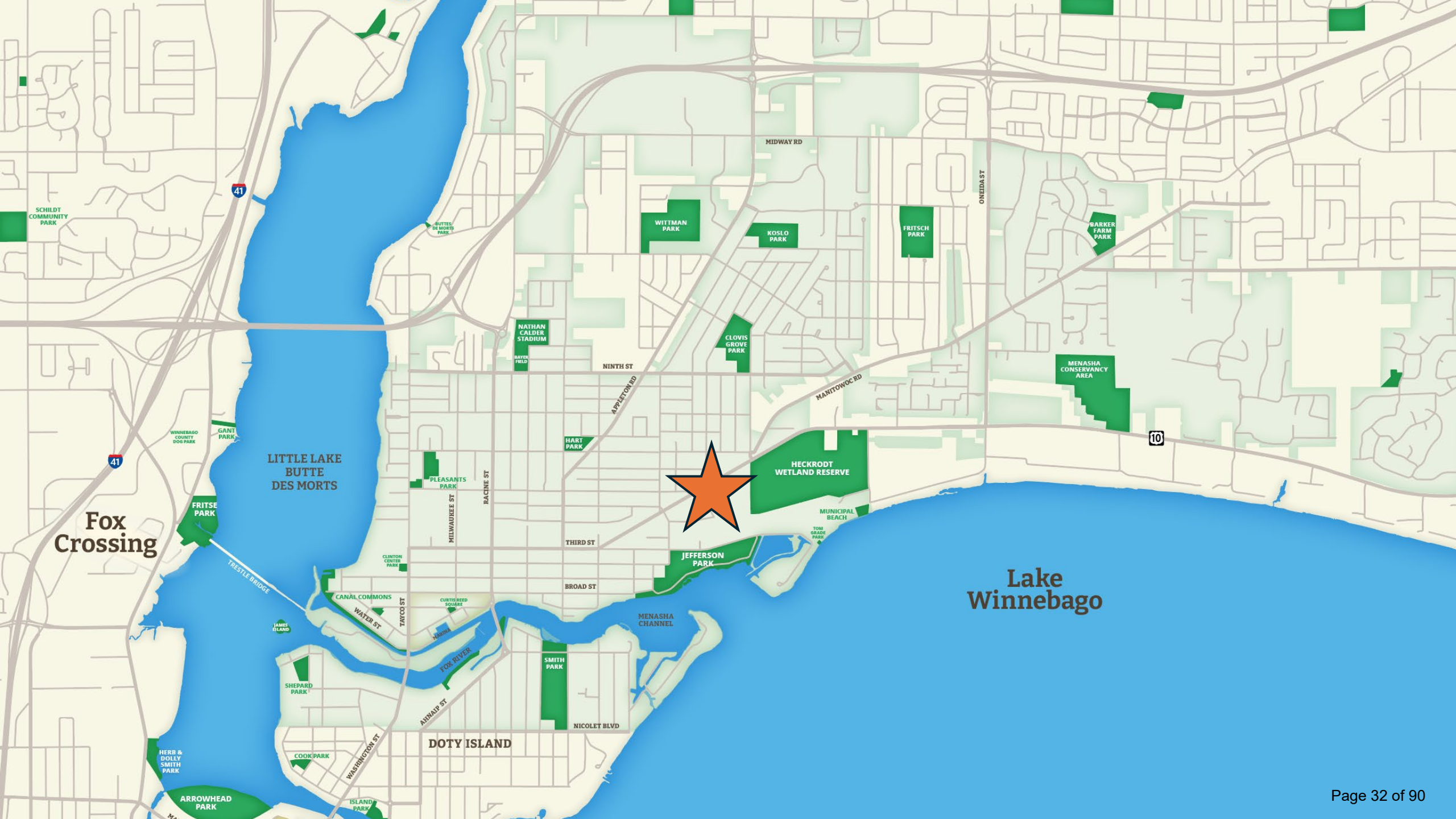
LITTLE LAKE BUTTE DES MORTS

Lake Winnebago

DOTY ISLAND

Oneida Street – Neighborhood Center





Fox Crossing

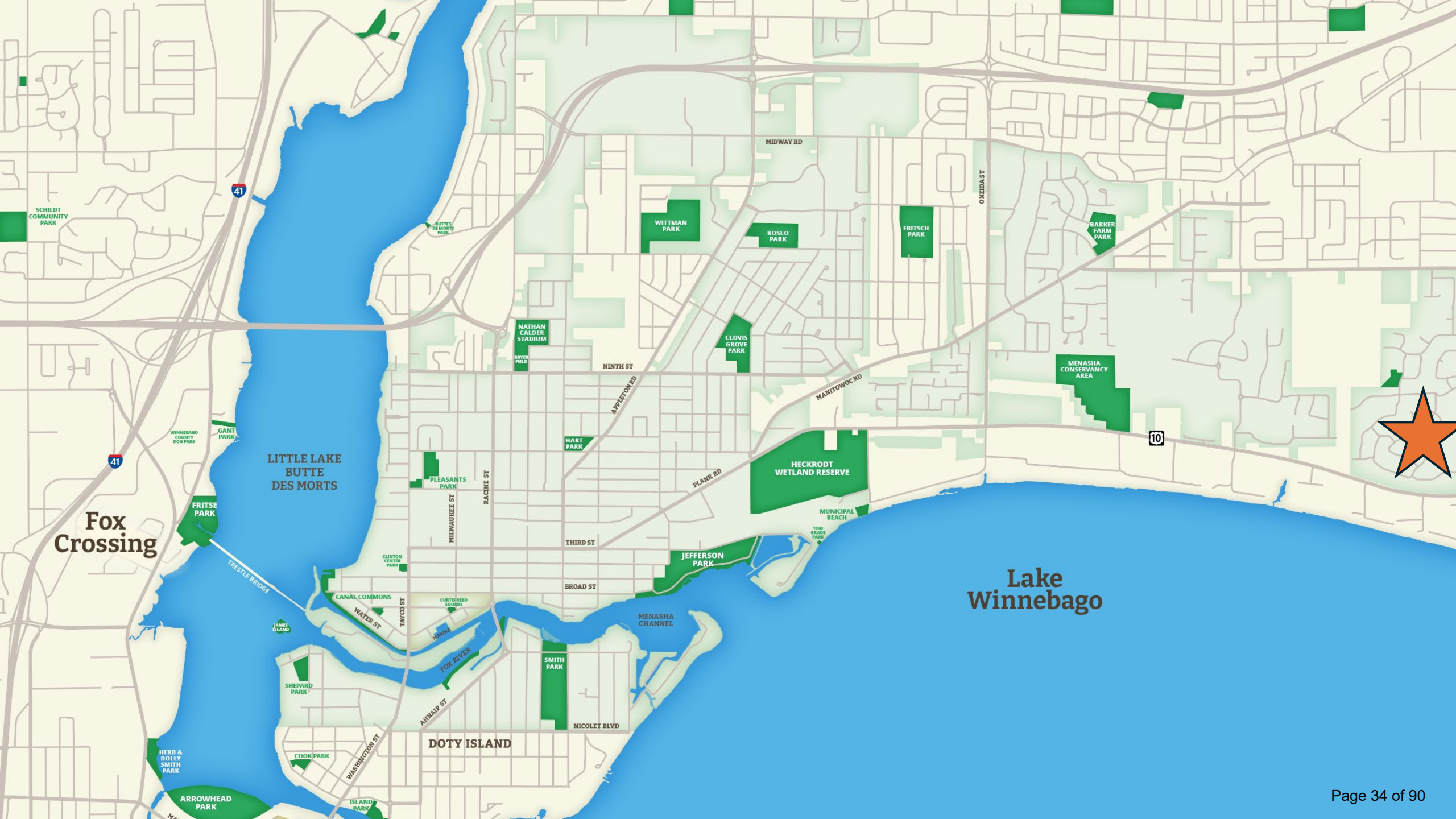
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Lake Winnebago



Plank Road – Single Family





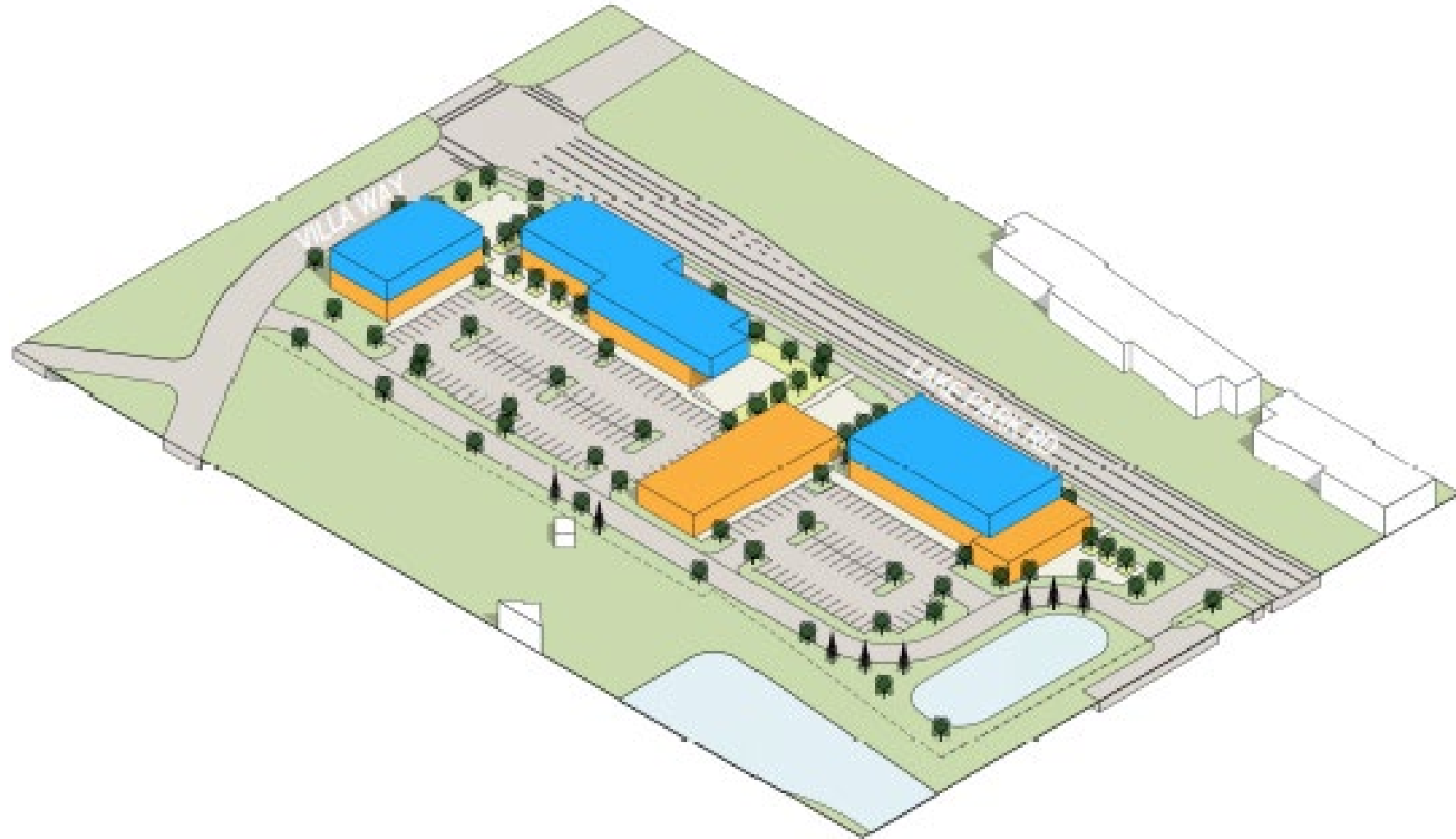
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LITTLE LAKE BUTTE DES MORTS

Lake Winnebago

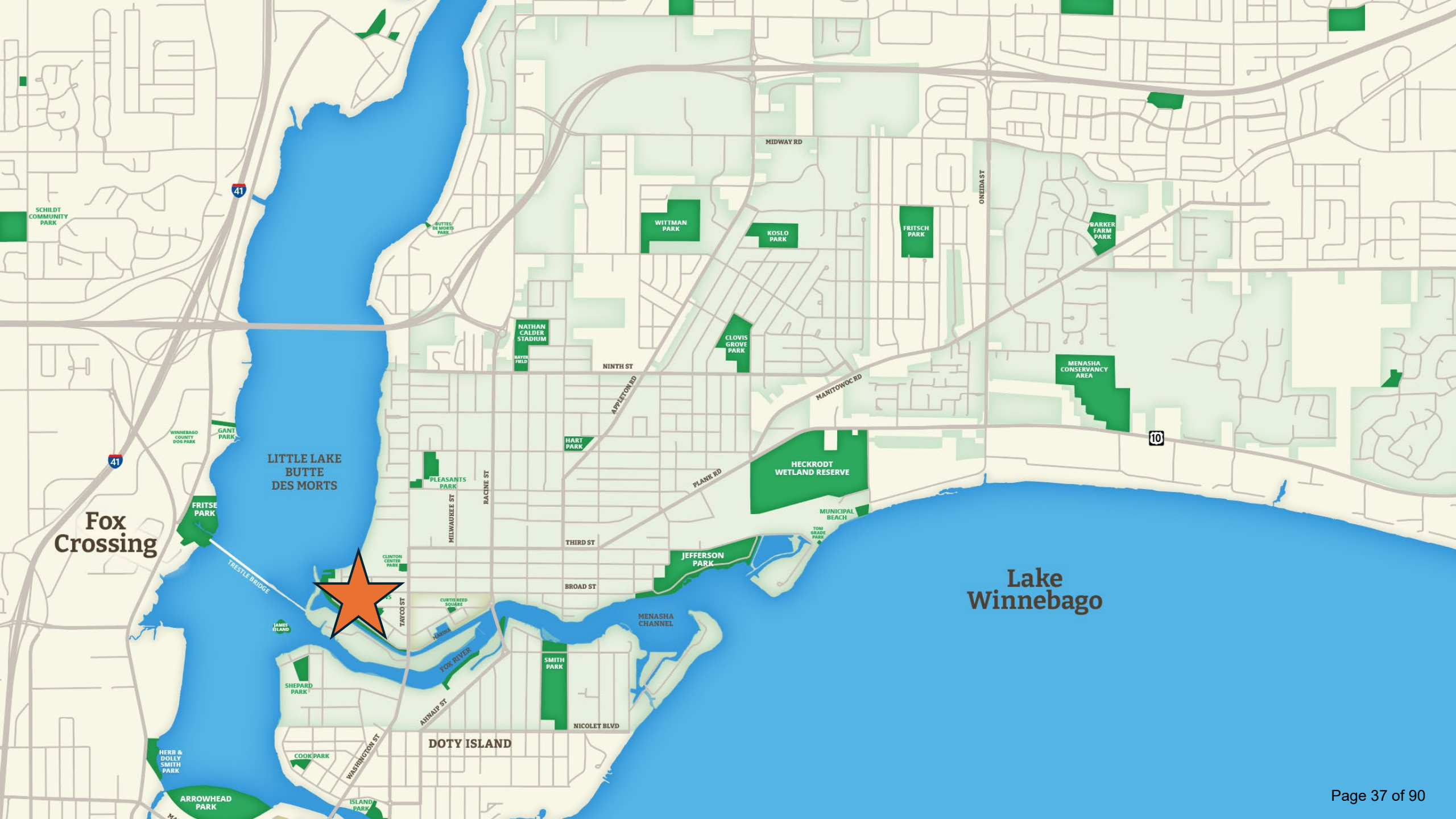
DOTY ISLAND

Lake Park Road – Neighborhood Center



Lake Park Road – Neighborhood Center





Fox Crossing

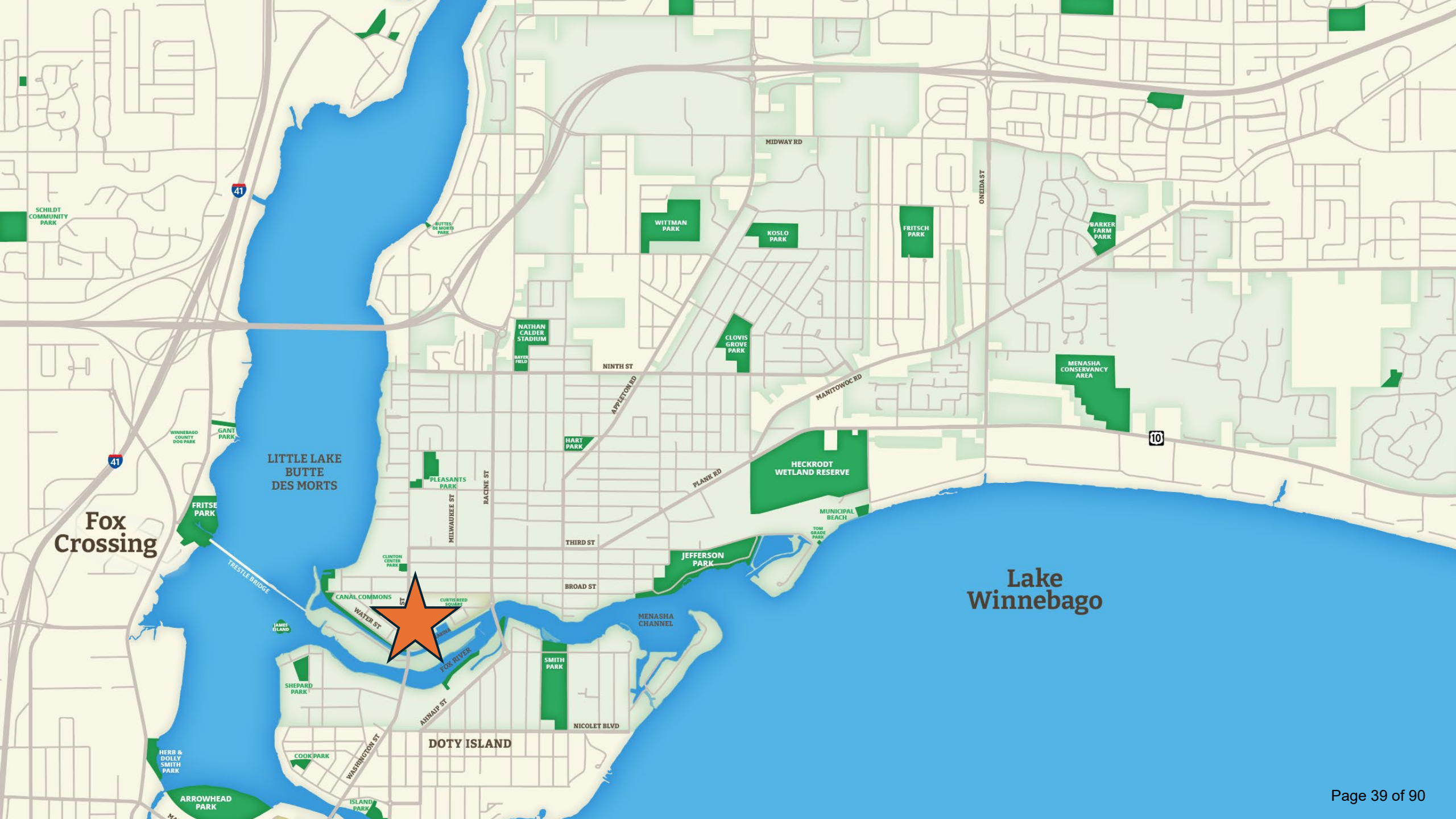
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Lake Winnebago



Water Street – Infill Residential





Fox Crossing

LITTLE LAKE BUTTE DES MORTS

Lake Winnebago

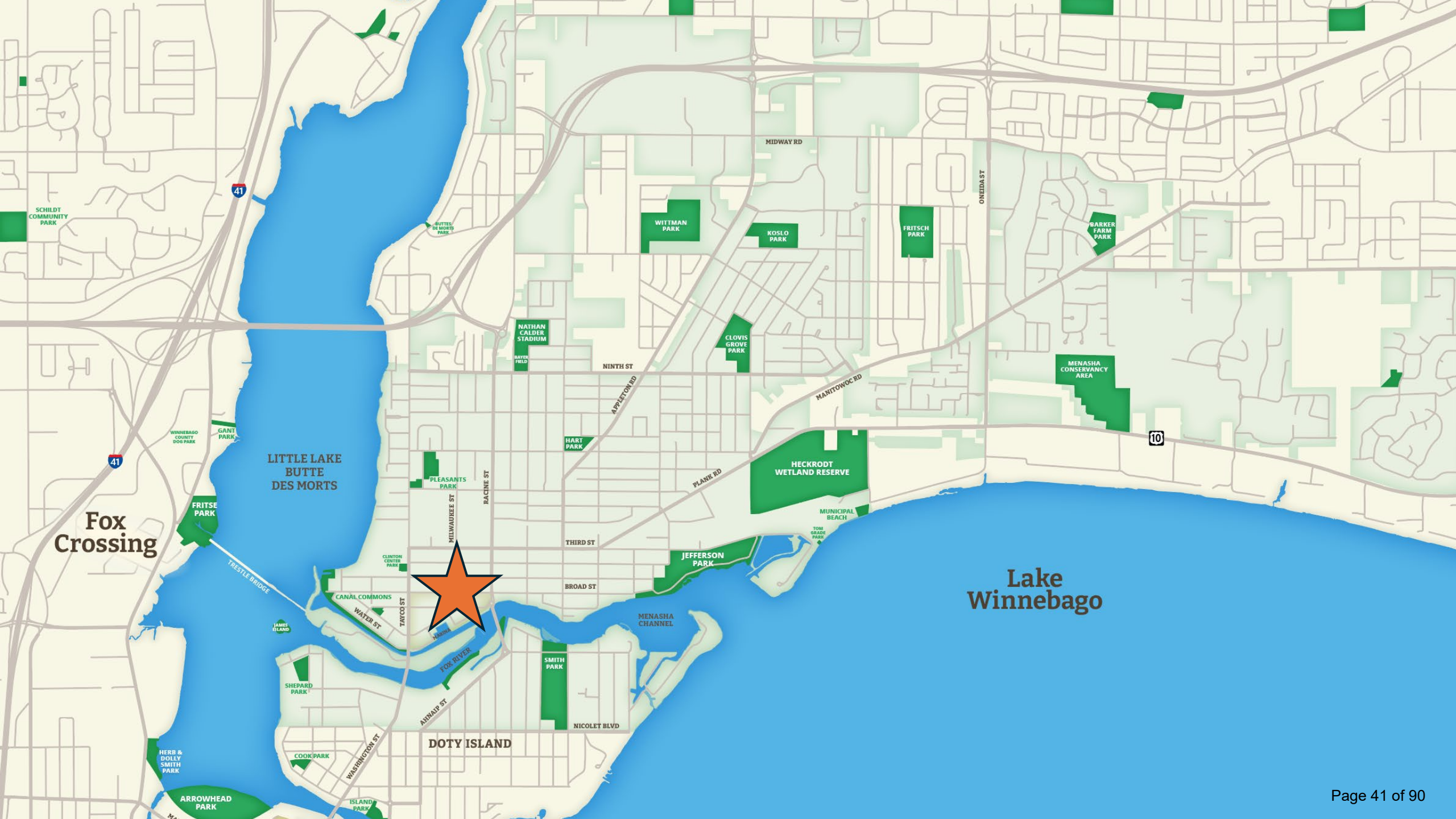


Tayco Street – Mixed-Use



SITE 02 - HISTORIC KOCH SITE (OPT A)





Fox Crossing

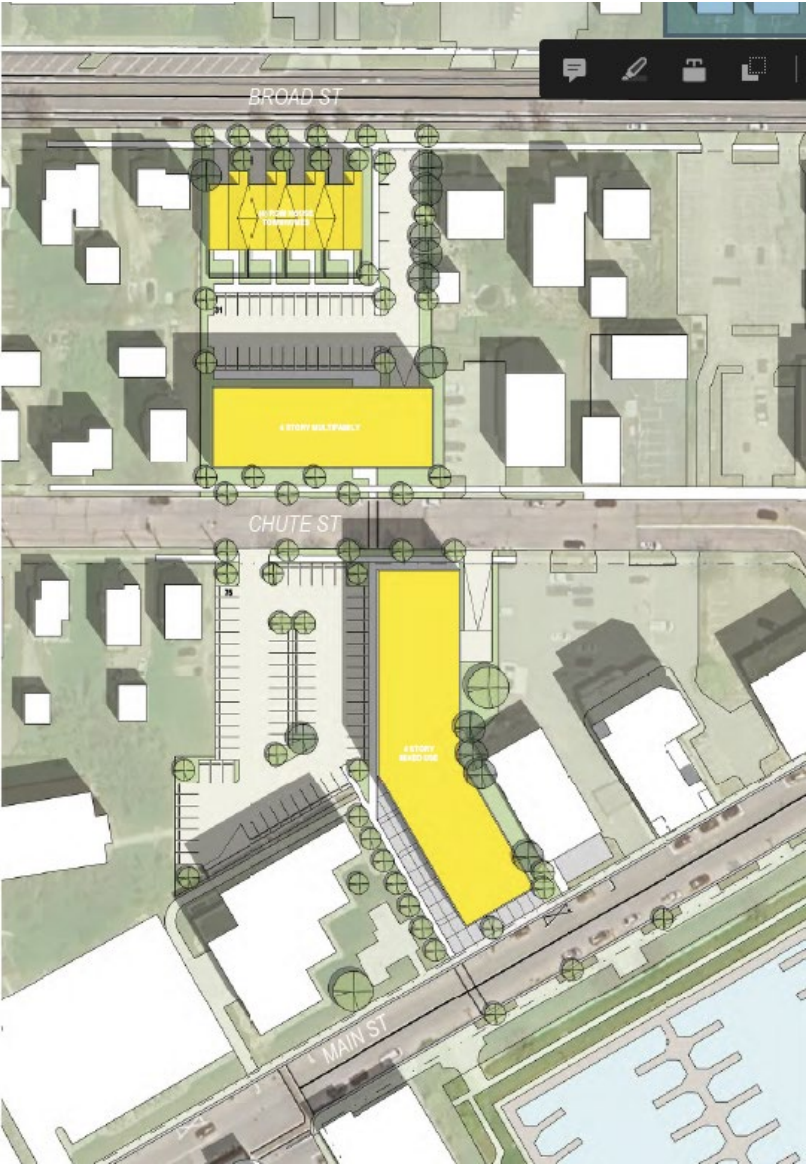
LITTLE LAKE BUTTE DES MORTS

Lake Winnebago



DOTY ISLAND

City Hall District – Mixed Use







MEMORANDUM

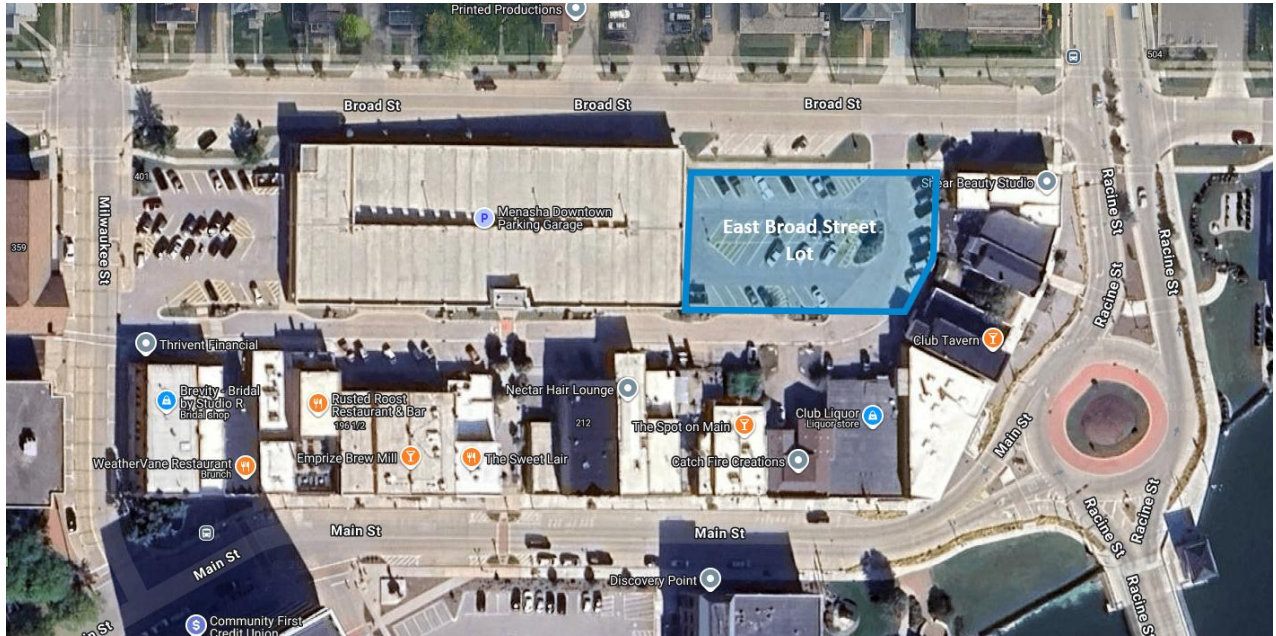
DATE: February 11, 2026
TO: Nick Thorn, Chief of Police
FROM: Austin R. Hammond, Mayor
RE SEC. 10-1-20 RESTRICTIONS ON PARKING; POSTED LIMITATIONS. – Sec. 10-1-20 (b) SUSPENSION POWERS OF THE MAYOR – East Broad Street Parking Lot

Chief Thorn,

I am writing to notify you that parking time limits will continue to be temporarily suspended in the East Broad Street Parking Lot between the hours of 9:00am – 5:00pm. This suspension will be in effect from February 11, 2026, through March 20, 2026. This parking space will still adhere to the Overnight Parking Ban of on-street parking is prohibited from 2:00am to 6:00am between November 1st and March 31st.

Pursuant to Section 10-1-20 (b), *Suspension Powers of the Mayor*, the Mayor may suspend parking time limitations for a limited and reasonable period upon notification to the Chief of Police.

The affected parking area, as shown on the map on the second page, includes the East Broad Street Parking Lot.



I am continuing to temporarily suspend parking time restrictions in this downtown parking lot to ease parking burdens as we plan to bring forward a voluntary parking permit program for downtown business owners, employees, and residents for specific designated parking areas off Broad Street for consideration in the coming weeks by the Board of Public Works, and if approved, then by the Common Council.

My hope is that this will help ensure that downtown Menasha remains an accessible and welcoming destination where residents and visitors are encouraged to spend time, and where local small business owners can thrive and succeed.

Respectfully,

Austin R. Hammond

Austin R. Hammond, Mayor



COMMON COUNCIL MINUTES
Monday, February 2, 2026 at 6:00 PM
First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by Mayor Hammond at 6:01pm.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. ROLL CALL

Present: Aids. Rand, Eisenach, Hale, Perkins, Lewis, Marshall, Grade, Ropella
Also Present: DPW Merten, CDD Dane, PRD Sackett, PC Thorn, FC Teesch, PHD Hutter, FM Laracuate, CA Struve, Mayor Hammond, DC Janet

D. PUBLIC HEARING

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

Josh School (2959 Chrystella Drive, Menasha) spoke in support of the Neenah-Menasha Fire Rescue organizational structure assessment and future needs analysis.

Tim Jacobson (732 Paris Street, Menasha) spoke on the previously considered recycling fee and encouraged the Board of Public Works Chairperson to place this item on a future agenda for reconsideration. Jacobson additionally commented on 250th Independence Day celebrations.

F. REPORT OF DEPARTMENT OFFICERS/DEPARTMENT HEADS/STAFF/CONSULTANTS

Motion by District 7 Alderperson Grade seconded by District 4 Alderperson Perkins to receive. Motion carried on voice vote.

1. Presentations:

- a. Community Development Department - 2025 Annual Report
Staff presented 2025 accomplishments by the Community Development Department. These include economic development opportunities, restructuring the commercial building inspections division, code enforcement, and other positive outcomes.

Discussion considered the condition of a property near downtown Menasha.

- b. UW-Madison Landscape Architecture Students - Downtown Waterfront Presentation

Students from the University of Wisconsin – Madison presented a capstone project reimagining the Water Street Corridor, focusing on the former Whiting Paper Mill and the Gunderson Cleaners locations. This presentation considered the sites' ecological challenges, wildlife diversity, and intermunicipal collaboration. Surveys incorporated into his project identified use interests and extant features.

2. Minutes to Receive:

- a. Administration Committee, 1/19/26
- b. Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee, 1/20/26
- c. Neenah Menasha Sewerage Commission, 12/16/25
- d. Parks & Recreation Board, 1/13/26
- e. Water and Light Commission (Finalized), 12/17/25
- f. Police Commission, 11/20/25; 12/15/25
- g. Racine Street-Main Street and Racine Street-Ahnaip Street Roundabouts Landscape Special Committee, 1/20/26

Discussion considered updates on this project and the timeline for completion.

Staff shared that an upcoming item on this agenda would authorize a consultant to assist the committee with design plans. Completion of landscaping is expected this year. Centerpiece installation is expected in 2027.

3. Communications:

- a. Spring Primary Election Update
- b. 2025 City of Menasha Fall Food Drive — St. Joseph Food Program
- c. Letter of Resignation — Police Chief Thorn

Discussion included accolades toward the work that Chief Thorn has done for the City of Menasha throughout his 17-year tenure. Specifically, Chief Thorn is described as consistently exhibiting professionalism, positivity, and personability.

Staff acknowledged Chief Thorn's dedication to the City of Menasha.

- d. Transit Equity Day Proclamation
- e. Winter Gala - February 7, 2026

G. CONSENT AGENDA

- 1. Common Council Minutes, 1/19/26

Motion by District 7 Alderperson Grade seconded by District 8 Alderperson Ropella to approve. Motion carried on voice vote.

2. Administration Committee, 1/19/26, Recommends Approval of:

- a. Professional Services Agreement By and Between the City of Menasha and Engberg Anderson for Comprehensive Planning Services, Not to Exceed \$20,000

Motion by District 2 Alderperson Eisenach, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

3. Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee, 1/20/26, Recommends Approval of:

- a. The City of Neenah and City of Menasha Common Council approve the Professional Services Agreement with Innovative Public Advisors for the NMFR Organizational Structure Assessment and Future Needs Analysis in the amount not to exceed \$33,500 with the City of Neenah's portion of \$20,374.70 to be funded by ARPA Interest and the City of Menasha's portion of \$13,125.30 to be funded through a budget amendment, and authorize the appropriate City officials to execute the agreement

Motion by District 7 Alderperson Grade, seconded by District 6 Alderperson Marshall to approve.

Motion carried 7-1 on roll call. District 2 Alderperson Eisenach voted no.

Discussion considered the function of this project, the budgetary process, and the implications of a budget amendment.

Staff advised that this project will assist with future planning and identify past improvements. Staff additionally advised that this item passed the Neenah-Menasha Fire Rescue Joint Finance and Personnel Committee during December and is to be voted on by both cities' governing bodies at this time.

4. Parks & Recreation Board, 1/13/26, Recommends Approval of:

- a. Pleasants Park Playground Proposal by Lee Recreation-Option 1 (#142-210941-3) and the relocation of the playground to the north side of the parking lot

Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve.

Motion carried 8-0 on roll call.

Discussion considered the number of playgrounds in the park, and donations by the Menasha Joint School District.

Staff advised that the existing playground would be removed and converted to green space, with only the new playground available for use in the park. Staff also advised on the budgeted amounts for this project.

5. Racine Street-Main Street and Racine Street-Ahnaip Street Roundabout Landscape Special Committee Recommends Approval of:
 - a. Professional Services Agreement between the City of Menasha and JT Engineering, Inc. - Roundabout Gateway Improvements not to exceed \$10,000
Motion by District 1 Alderperson Rand, seconded by District 7 Alderperson Grade to approve.

Motion carried 8-0 on roll call.

H. ITEMS REMOVED FROM THE CONSENT AGENDA

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 1/16/26 - 1/29/26 in the amount of \$1,282,088.06
Motion by District 2 Alderperson Eisenach, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

2. Amendment No. 1 to the Contract Between City of Menasha and JT Engineering, Inc. for High Cliff Connection: Woodlands West Trail
Motion by District 7 Alderperson Grade, seconded by District 8 Alderperson Ropella to approve.

Motion carried 8-0 on roll call.

Discussion considered the funding of this portion of the project.

Staff advised that this portion of the project is fully supported by the Community Foundation. This amendment considers the area's wetland and attempts to reduce costs by avoiding boardwalk construction.

J. HELD OVER BUSINESS

K. ORDINANCES AND RESOLUTIONS

1. R 4-26 - A Resolution Approving a 2026 General Fund Budget Adjustment, for the Purpose of Funding an Organizational Structure Assessment and Future Needs Analysis for Neenah-Menasha Fire Rescue (Introduced by Ald. Grade)
Motion by District 7 Alderperson Grade, seconded by District 4 Alderperson Perkins to approve.

Motion carried 7-1 on roll call. District 2 Alderperson Eisenach voted no.

M. CLAIMS AGAINST THE CITY

1. Settlement Agreement by and between the City of Menasha and the Village of Harrison (Claim Against the City Re: Village of Harrison 2019 Public Fire Protection Charges)

Mayor Hammond asked the Common Council for unanimous consent to consider Item M.1. ahead of Item K.2. due to the items' relationship. The Common Council agreed.

Discussion considered the amount of the settlement.

Staff advised that this agreement was approved by the Village of Harrison in the amount of \$72,749.30. on January 27, 2026. This agreement is contingent upon approval of R-5-26.

K. ORDINANCES AND RESOLUTIONS

2. R-5-26 - A Resolution Approving a 2026 General Fund Budget Adjustment, for the Purpose of Settling a Claim Against the City (2019 Interim Agreement Regarding Public Fire Protection Fees) (Introduced by Mayor Hammond) Motion by District 7 Alderperson Grade, seconded by District 6 Alderperson Marshall to approve.

Motion carried 8-0 on roll call.

L. APPOINTMENTS

1. Mayor's appointment of Jake Anderson as the Heckrodt Wetland Reserve Citizen Member (Non-Voting) for the term of 2/3/26 – 2/1/29
Motion by District 7 Alderperson Grade seconded by District 8 Alderperson Ropella to approve. Motion carried on voice vote.
2. Resignation of Kyle Coenen from the Sustainability Committee and the Redevelopment Authority
3. Resignation of Isaac Geffers from the Housing Authority
Motion by District 7 Alderperson Grade seconded by District 8 Alderperson Ropella to accept Items L.2 and L.3. Motion carried on voice vote.

Discussion considered the timeline of the resignation. Discussion additionally considered sharing these openings for residents to apply sooner. Additionally, discussion considered how to express interest in a committee to the Mayor.

Staff advised that resignations are acknowledged once there is a replacement ready to fill the position. Additionally, the directory is updated to show vacancies.

4. Mayor's appointment of Isaac Geffers to the Redevelopment Authority for the term of 2/3/26 – 9/1/26
Motion by District 7 Alderperson Grade seconded by District 3 Alderperson Hale to approve. Motion carried on voice vote.

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

O. ADJOURNMENT

Motion by District 3 Alderperson Hale seconded by District 6 Alderperson Marshall to adjourn the Common Council meeting at 7:13pm. Motion carried on voice vote.

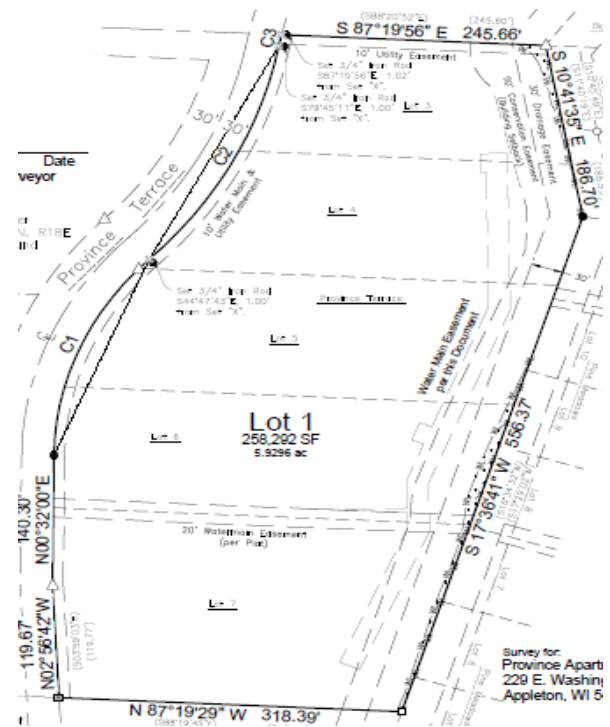
Minutes submitted by Deputy City Clerk Evan Janet.

MEMORANDUM

DATE February 16, 2026
 TO Common Council
 FROM Andrew Dane, Community Development Director
 RE Proposed Certified Survey Map – Province Terrace Lots 3-7 (Parcel No’s 7-00001-07, 7-00001-06, 7-00001-05, 7-00001-04, and 7-00001-03)

Tom Klister, on behalf of Fore Development Inc., has submitted a Certified Survey Map (CSM) to combine five adjacent parcels into a single parcel. The parcels proposed to be combined include Parcel No’s. 7-00001-07, 7-00001-06, 7-00001-05, 7-00001-04, and 7-00001-03. All five parcels are under common ownership and have recently been successfully rezoned to the R-4 Multi-Family, High Density Residence District.

As currently configured, each parcel conforms to the zoning standards of the R-4 Multi-Family, High Density Residence District. The applicant proposes to construct a 105-unit, two-story apartment development consisting of five residential buildings and a one-story clubhouse. In order to comply with the R-4 setback requirements and to accommodate internal drive aisles and parking facilities, the applicant is proposing to combine the five parcels into a single lot through the CSM.



The resulting parcel, as shown on the proposed CSM, meets all applicable zoning standards of the R-4 Multi-Family, High Density Residence District. Approval of the CSM will not create any zoning nonconformities and is consistent with the City of Menasha Comprehensive Plan.

Recommendation

Staff and the City of Menasha Plan Commission recommend the approval of the Certified Survey Map as presented for Province Terrace lots 3-7 (Parcel No’s 7-00001-07, 7-00001-06, 7-00001-05, 7-00001-04, and 7-00001-03).



City of Menasha Application Subdivision & Certified Survey Map

SUBMIT TO:
City of Menasha
Dept. of Com. Development
100 Main Street, Suite 200
Menasha, WI 54952-3190
PHONE: (920) 967-3650

APPLICANT INFORMATION

Petitioner: Owner as below Date: _____

Petitioner's Address: _____ City: _____ State: _____ Zip: _____

Telephone #: () _____ Fax: () _____ Other Contact # or Email: _____

Status of Petitioner (Please Circle): Owner Representative Tenant Prospective Buyer

Petitioner's Signature (required): _____ Date: _____

OWNER INFORMATION

Owner(s): Fore Development, Inc. (Tom Klister) Date: _____

Owner(s) Address: 229 E Washington Street City: Appleton State: WI Zip: 54911

Telephone #: (920) 284-9094 Fax: () _____ Other Contact # or Email: _____

tklister@foreinvestmentgroup.com

Ownership Status (Please Circle): Individual Trust Partnership Corporation

Property Owner Consent: (required)

By signature hereon, I/We acknowledge that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect or gather other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Community Development Dept. for incomplete submissions or other administrative reasons.

Property Owner's Signature: *Tom Klister* Date: 1/13/2026

SUBDIVISION INFORMATION

(Please Circle): Residential Commercial/Industrial Other

Approvals Requested (Please Circle): Preliminary Subdivision Plat* Final Subdivision Plat Certified Survey Map

*If preliminary plat, is the entire area owned or controlled by subdivider included? Yes ___ No ___

Location of Proposed Project: 1221, 1237, 1253, 1269, & 1285 Province Terrace

Zoning Classification: R-4 Multi-Family, High Density Residence District

Reason for Division: Combine Parcel in to One.

Proposed Number of Lots: 1 (one) Proposed Lot Sizes: Min. _____ Max. 258,292 Sq Ft Total Average _____

Acres in Parcel(s): 5.9296 Ac.

Proposed Project Type (include use of buildings and property): Apartments

Current Use of Property (include existing structures): Vacant

Staff _____ Date Rec'd _____

Significant Natural Amenities (slopes, vegetation, large tree stands, etc.): _____

See Civil and Architect Plans

Floodplains, navigable streams, wetlands, and other development restrictions: _____

See Civil and Architect Plans

Variations- List and explain any requested variations from the Subdivision Regulations: _____

None.

**Please note that a meeting notice will be mailed to all abutting property owners regarding your request.

SUBMITTAL REQUIREMENTS – Must accompany the application to be complete.

➤ **Basic Materials**

- Completed Application
- Legal Description of Site
- One (1) full size paper print of the preliminary or final plat prepared in accordance with City Subdivision Regulations
- Ten (10) copy of the subdivision plat reduced to 11” x 17”
- Ten (10) copies of the Certified Survey Map
- Digital Copy of Preliminary Plat, Final Plat, or CSM in .pdf and .dwg format

➤ **Plat Data**

- Title
- Legal description and general location of property
- Date, scale and north arrow
- Names and addresses of the owner, subdivider, and land surveyor preparing the plat
- Entire area contiguous to the proposed plat owned or controlled by the subdivider shall be included on the preliminary plat
- Exterior boundaries
- Contours
- Water elevations and date observed
- Location, rights-of-way widths and names
- Location and names of any adjacent subdivisions
- Type, width and elevation of existing street pavements within the plat or adjacent thereto
- Location, size, and invert elevation of existing infrastructure items such as sewers, manholes, power poles, etc.
- Locations of all existing property boundary lines
- Dimensions of all lots with proposed lot and block numbers
- Location and dimensions of any sites to be reserved or dedicated for parks, trails, playgrounds, drainage ways, or other public use, or which are to be used for group housing, shopping centers, church sites, or other non-public uses not requiring lotting
- Radii of all curves to include curve table showing all curve data
- Corporate limit lines
- Any proposed lake and/or stream access
- Any proposed lake and stream including the notice of application for Dept. of Natural Resources’ approval, when applicable
- Location of environmentally sensitive areas (wetlands, floodplains, navigable streams, etc.)

For further information see Section 14-1-1 through 14-1-19 of City of Menasha Subdivision Regulations for Submittal Requirements

FEE SCHEDULE

Land Division/CSM - \$150.00 plus \$25.00 per lot
Preliminary Plat - \$125.00
Final Plat - \$250.00 plus \$25.00 per lot

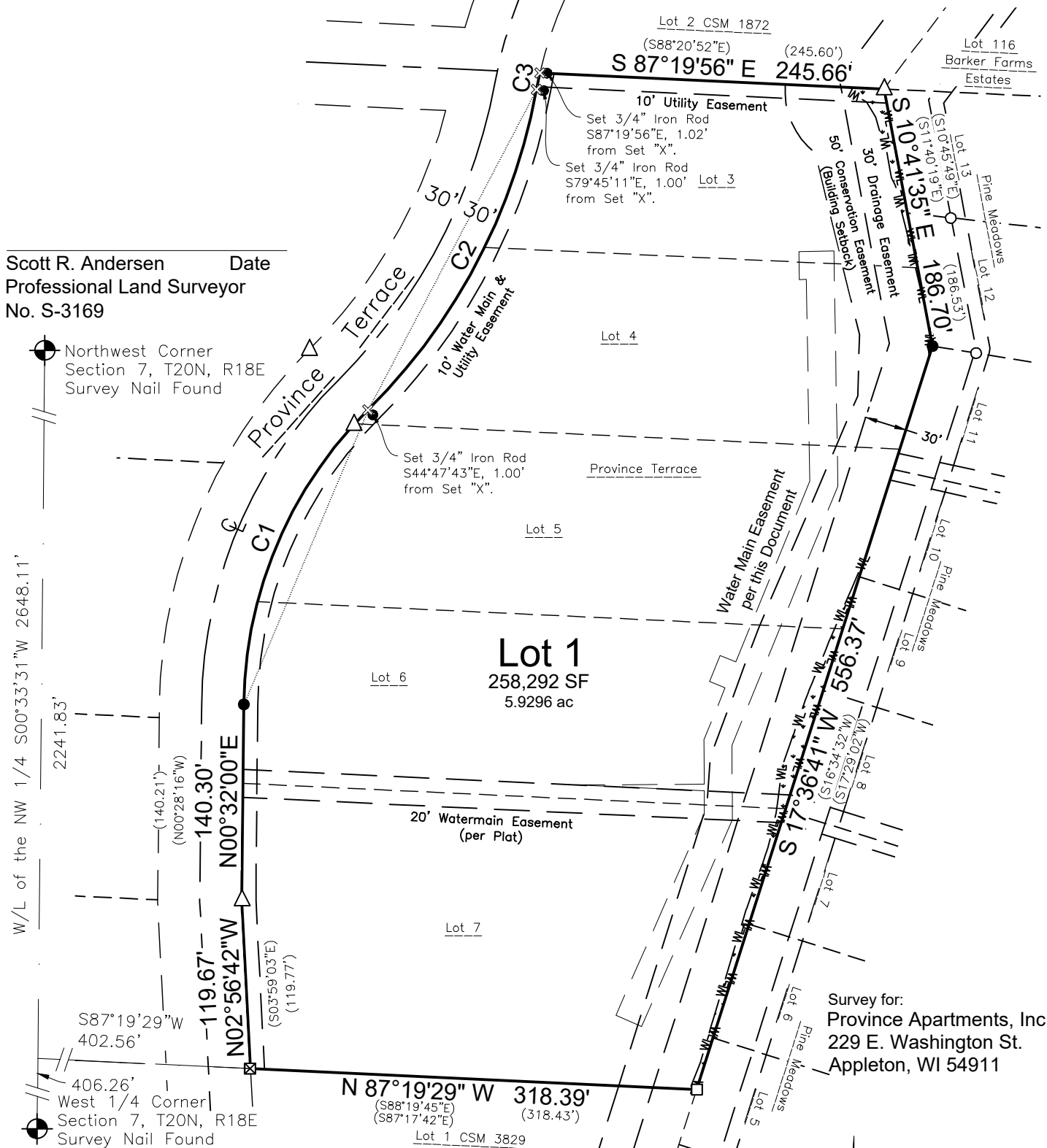
For more information please contact the Community Development Department at (920) 967-3650

Certified Survey Map No. _____

Lots 3, 4, 5, 6 and 7 of Province Terrace (Document 405482), Being Part of the Southwest 1/4 of the Northeast 1/4 of Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

LEGEND	
● 3/4" x 18" Steel Rebar @ 1.50lbs/LF SET	□ 1" Iron Pipe Found
⊗ Chiseled "X" SET	⊙ Government Corner
△ 1/4" Rebar Found	() Recorded As
○ 3/4" Rebar Found	W/D Delineated Wetlands Davel Eng. 2025
⊗ Chiseled "X" Found	

***See Sheet 2 for Easement Details, Sheet 3 for Notes and Table, and Sheet 5 for Easement Language.



Scott R. Andersen Date
Professional Land Surveyor
No. S-3169

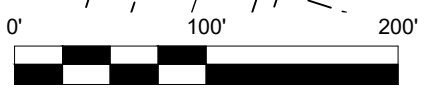
Northwest Corner
Section 7, T20N, R18E
Survey Nail Found

W/L of the NW 1/4 S00°33'31"W 2648.11'
2241.83'
140.21' (N00°28'16"W)
140.30'
N00°32'00"E
-119.67'
N02°56'42"W (S03°59'03"E) (119.77')
S87°19'29"W 402.56'
406.26'
West 1/4 Corner
Section 7, T20N, R18E
Survey Nail Found

Survey for:
Province Apartments, Inc
229 E. Washington St.
Appleton, WI 54911



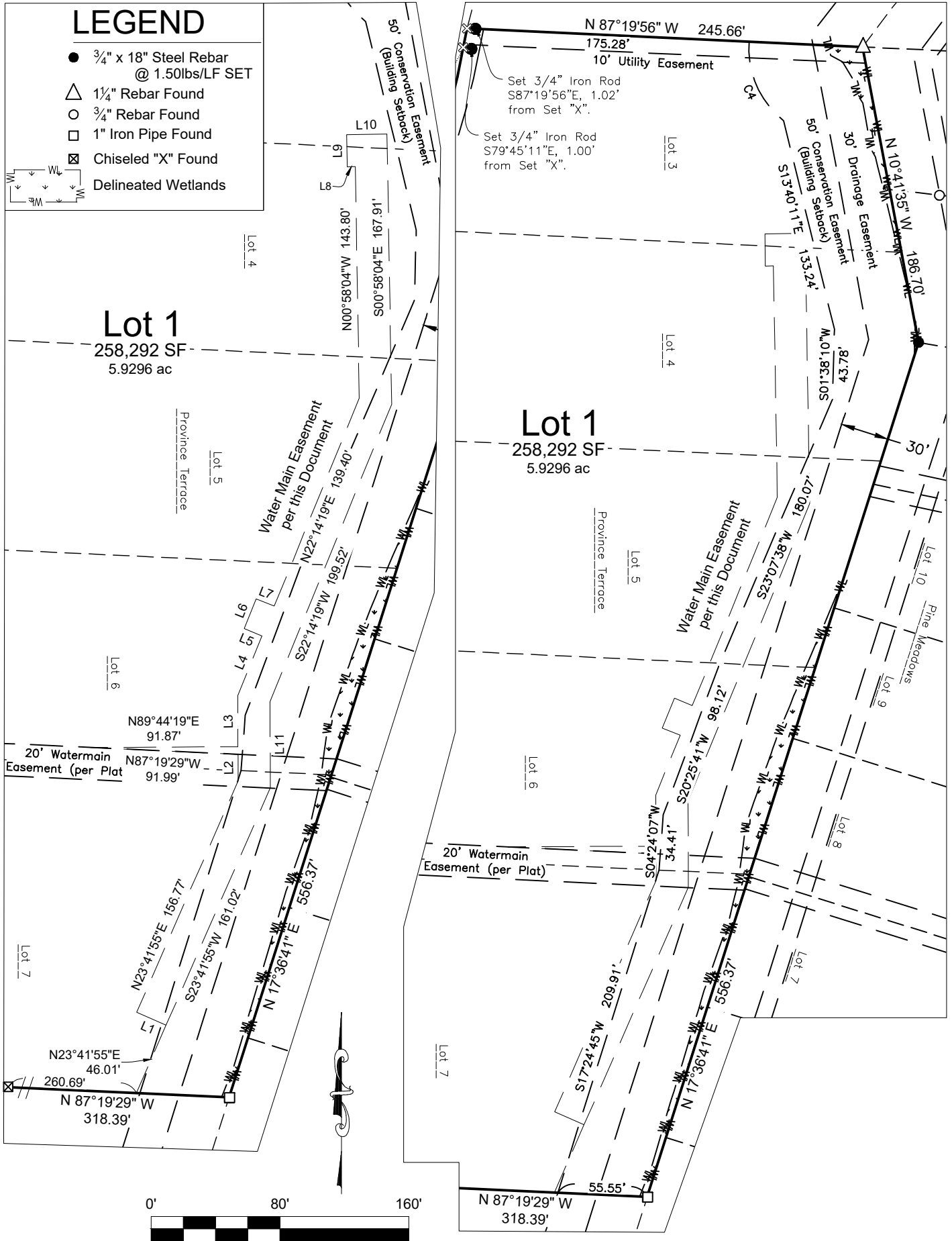
DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866
www.davel.pro



Bearings are referenced to the West line of the Northwest 1/4, Section 7, T20N, R18E, assumed to bear S00°33'31"W, base on the Calumet County Coordinate System.

Certified Survey Map No. _____

Lots 3, 4, 5, 6 and 7 of Province Terrace (Document 405482), Being Part of the Southwest 1/4 of the Northeast 1/4 of Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.



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 1164 Province Terrace, Menasha, WI 54952
 Ph: 920-991-1866
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Scott R. Andersen Date
 Professional Land Surveyor
 No. S-3169

File: 9014CSM.dwg
 Date: 01/14/2026
 Drafted By: scott
 Sheet: 2 of 6

Certified Survey Map No. _____

Lots 3, 4, 5, 6 and 7 of Province Terrace (Document 405482), Being Part of the Southwest 1/4 of the Northeast 1/4 of Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

Surveyor's Certificate

I, Scott R. Andersen, Professional Land Surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Menasha and Calumet County, and under the direction of Province Apartments, LLC, the property owners of said land, I have surveyed, combined and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is All of Lot 3, 4, 5, 6 and 7 of Province Terrace (Document 405482), Being Part of the Southwest 1/4 of the Northeast 1/4 of Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin, containing 1679988 Square Feet (38.5672 Acres) of land, subject to all easements, and restrictions of record.

Given under my hand this _____ day of _____, 2026.

 Scott R. Andersen, Wisconsin Professional Land Surveyor No. S-3169

Notes:

Building zones depicted are based on building setbacks in effect at the time of the survey and should not be relied upon without first obtaining written verification thereof from the City of Menasha and any other local agencies.

Additional action is required. This map does NOT transfer ownership of the property or properties shown. Sale or transfer of ownership requires a separate document to be recorded at the Register of Deeds office.

US Army Corps of Engineers Approved Jurisdictional Determination (AJD) # MVP-2025-00770-RJH and Non-Federal Exemption File # EXE-NE-2025-8-03312 exist within the survey. Additional permits or exemptions will be required prior to building if wetlands will be impacted by development.

LINE TABLE		
Line	Bearing	Length
L1	N 66°18'05" W	20.00'
L2	N 00°15'41" W	16.56'
L3	N 00°15'41" W	31.79'
L4	N 22°14'19" E	39.99'
L5	N 67°45'41" W	12.08'
L6	N 22°14'19" E	20.00'

LINE TABLE		
Line	Bearing	Length
L7	S 67°45'41" E	12.08'
L8	S 89°01'56" W	5.00'
L9	N 00°58'04" W	20.00'
L10	N 89°01'56" E	25.00'
L11	S 00°15'41" E	53.33'

CURVE TABLE									
Curve	Radius		Chord Direction		Chord Length		Arc Length		Central Angle
C1	300.00'		N 22°52'08" E	(S21°51'52.5"W)	228.02'		233.90'		44°40'16" (44°40'15")
C2	430.00'		N 27°43'33" E	(N26°44'55"E)	258.30'	(257.91')	262.36'	(261.94')	34°57'28" (34°54'10")
C3	270.00'		N 11°31'19" E		12.02'		12.02'		2°33'01"
C4	56.05'		S 23°29'46" E		53.48'		55.75'		56°59'28"

File: 9014CSM.dwg
 Date: 01/14/2026
 Drafted By: scott
 Sheet: 3 of 6

Certified Survey Map No. _____

Lots 3, 4, 5, 6 and 7 of Province Terrace (Document 405482), Being Part of the Southwest 1/4 of the Northeast 1/4 of Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

Owner's Certificate

Province Apartments, LLC, a limited liability company duly organized and existing under and by virtue of the Laws of the State of Wisconsin, as the property owner, does hereby certify that we caused the land above described to be surveyed, divided, and mapped all as shown and represented on this map.

We do further certify this Certified Survey Map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Grantee of Menasha

In the presence of: Province Apartments, LLC

_____	_____	_____
Authorized Member	Print Name & Title	Date
State of Wisconsin)		
)SS		
_____ County)		

Personally came before me on the _____ day of _____, 20_____, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

_____ My Commission Expires _____
Notary Public, Wisconsin

Scott R. Andersen Date
Professional Land Surveyor
No. S-3169

File: 9014CSM.dwg
Date: 01/14/2026
Drafted By: scott
Sheet: 4 of 6

Certified Survey Map No. _____

Lots 3, 4, 5, 6 and 7 of Province Terrace (Document 405482), Being Part of the Southwest 1/4 of the Northeast 1/4 of Section 7, Township 20 North, Range 18 East, City of Menasha, Calumet County, Wisconsin.

Watermain Easement

Province Apartments, LLC (the "Grantor") hereby grants, conveys, and warrants unto to Harrison Utilities (the "Grantee"), its successors and assigns, the perpetual right and easement to construct, install, maintain, operate, repair, inspect, replace, add, relocate and remove in the Easement Area, as indicated on the plat, upon, in, over, through and across lands owned by the Grantor so that the Grantee may maintain and install a watermain and appurtenances in the Easement Area. The easements are subject to the following conditions:

- i. Access: The Grantee and its agents shall have the right of reasonable ingress and egress to, over and across the Grantor's land adjacent to and upon the Easement area, as well as over the area and under the surface of the Easement Area to install, lay, operate, repair, inspect and maintain the watermain and appurtenances.
- ii. Restoration: If the Grantee performs any work within the Easement Area, upon completion of that work the Grantee shall, at its cost, restore any damages to property, lawns, or pavement in the Easement Area and immediate surrounding area and all improvements thereupon, caused by the construction and or maintenance of the watermain and appurtenances.
- iii. Nature of Easements: The easement and agreements contained in this Agreement shall run with the land, be appurtenant to and shall pass with the title to the Easement Area and any portion thereof; and may not be transferred separately from, or severed from, title to the Easement Area or the dominant tenement thereto.
- iv. Buildings and Structures: The Grantor, along with their successors and assigns, agrees within the Easement Area not to construct or place buildings, structures or other improvements, or place additional water, sewer, drainage, electric, gas, or communication facilities without the express written consent of the Grantee.
- v. Landscaping and Vegetation: No plantings and landscaping are allowed within the Easement Area that will interfere with the easement rights herein granted.

The grant of the above easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

Province Apartments, LLC

Authorized Member

Print Name & Title

Date

Scott R. Andersen Date
Professional Land Surveyor
No. S-3169

File: 9014CSM.dwg
Date: 01/14/2026
Drafted By: scott
Sheet: 5 of 6

**City of Menasha Disbursements
1/30/2026-02/12/2026**

Weekly Accounts Payable	2/2/26, 2/5/26 & 2/12/26 Checks #89665-898829	\$1,356,812.17
	Voided Check #89626	\$300.00
	Voided Check #89619	\$2,700.00
	Voided Check #89571	\$2,210.00
Bi-Weekly Payroll	02/05/26	\$256,531.98
Additional Regular Cycle Accounts Payables -Paid Electronically		
FSA/HRA Admin Fees	01/30/26	\$597.44
State Tax Withholding	01/30/26	\$15,676.28
Employee Trust Funds (WRS)	01/30/26	\$210,369.72
Debt Service Payments	01/30/26	\$557,431.52
Alliant Ach	02/02/26	\$1,550.00
Bancard Merch Fees - Rec Desk	02/02/26	\$12.16
US Bank Ach	02/03/26	\$224.02
US Bank Ach	02/03/26	\$76.98
Home Depot Ach	02/04/26	\$234.98
Delta Dental	02/04/26	\$4,197.49
CVMIC Ach	02/04/26	\$255,978.91
Employee Benefits-Flex Spending	02/05/26	\$2,883.04
Nationwide Deferred Compensation	02/05/26	\$3,419.50
Wisconsin Support Collections	02/05/26	\$823.91
Returned Check	02/06/26	\$3,151.04
Returned Check	02/06/26	\$30.00
Community First CU-Payroll Deduction	02/06/26	\$749.65
Wisconsin Deferred Compensation	02/06/26	\$12,245.75
Home Depot Ach	02/10/26	\$3,028.70
Network Health Premium	02/10/26	\$165,370.73
Federal Tax Withholding	02/11/26	\$83,875.61
	Total	<u>\$1,321,927.43</u>
		<u>\$2,940,481.58</u>

Items included on this list have been properly audited and certified by the City Finance Director and are being presented for approval by the Common Council.

Yessi Laracuente
Yessi Laracuente
Finance Manager

02/12/26
Date

Notes:

- 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: 2/2/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AMAZON CAPITAL SERVICES	89667	2/2/2026	11FY-PTDW-3VLQ	100-0601-551.30-14	35.75	LIBRARY MATERIALS
		2/2/2026	11HJ-TWKD-C7K7	100-0601-551.30-14	21.44	LIBRARY MATERIALS
		2/2/2026	11JQ-H4L3-1YEP	100-0601-551.30-16	50.83	LIBRARY PROMOTIONAL
		2/2/2026	11KY-N7PX-HL7L	100-0601-551.30-14	104.93	LIBRARY MATERIALS
		2/2/2026	14Q6-LG6V-TXL4	100-0601-551.30-14	14.99	LIBRARY MATERIALS
		2/2/2026	16TT-NGGG-9RGR	100-0601-551.30-18	4.29	DEPARTMENT SUPPLIES
		2/2/2026	17GL-PWQQ-PYL7	100-0601-551.30-14	129.00	LIBRARY MATERIALS
		2/2/2026	19HJ-D16G-R6Q7	100-0601-551.30-10	58.67	LIBRARY SUPPLIES
		2/2/2026	1DP7-NDVP-D7RX	100-0601-551.30-14	16.95	LIBRARY MATERIALS
		2/2/2026	1FHY-9Q3H-CMGH	100-0601-551.30-14	48.95	LIBRARY MATERIALS
		2/2/2026	1G4P-KRD7-TDGM	100-0601-551.30-14	14.95	LIBRARY MATERIALS
		2/2/2026	1GGV-VGVT-DVGD	100-0601-551.30-12	4,390.30	COMPUTER SUPPLIES
				100-0601-551.30-18	72.99	DEPARTMENT SUPPLIES
		2/2/2026	1H1G-L4RP-JYYY	100-0601-551.30-10	51.78	LIBRARY SUPPLIES
		2/2/2026	1H37-G9L3-VKY3	100-0601-551.30-16	150.81	LIBRARY PROMOTIONAL
		2/2/2026	1H3G-RQ4J-3FYW	100-0601-551.30-16	430.29	LIBRARY PROMOTIONAL
		2/2/2026	1H7C-MXYJ-9311	100-0601-551.30-16	37.04	LIBRARY PROMOTIONAL
		2/2/2026	1HLG-HRCK-479R	100-0601-551.30-13	44.04	JANITORIAL SUPPLIES
		2/2/2026	1JHW-JLP3-D3DR	100-0601-551.30-14	99.93	LIBRARY MATERIALS
		2/2/2026	1KKQ-JGK4-1D9N	100-0601-551.30-12	59.99	COMPUTER SUPPLIES
		2/2/2026	1LCT-M49W-43QX	100-0601-551.30-10	56.59	LIBRARY SUPPLIES
		2/2/2026	1QV9-JXXT-JDHV	100-0601-551.30-18	191.50	DEPARTMENT SUPPLIES
		2/2/2026	1RK6-WL69-9L3C	100-0601-551.30-14	32.37	LIBRARY MATERIALS
		2/2/2026	1T9Y-H474-P34X	100-0601-551.30-14	66.03	LIBRARY MATERIALS
		2/2/2026	1V9J-3PMX-GNPP	100-0601-551.30-14	39.19	COMPUTER SUPPLIES
		2/2/2026	1WLW-DF6P-LF3R	100-0601-551.30-16	33.98	LIBRARY PROMOTIONAL
		2/2/2026	1WQ1-KCYY-W1T3	100-0601-551.30-14	191.35	LIBRARY MATERIALS
		2/2/2026	1XHD-XCXD-9H6M	100-0601-551.30-12	22.95	COMPUTER SUPPLIES
		2/2/2026	1XTP-MKJK-93XF	100-0601-551.30-12	1,599.00	COMPUTER SUPPLIES
		2/2/2026	1YDD-4R9T-CFK7	100-0601-551.30-14	107.90	LIBRARY MATERIALS
		2/2/2026	1YXX-YCLP-QHLC	100-0601-551.30-14	(51.60)	LIBRARY MATERIALS
				Total for check: 89667		8,127.18

AP Check Register

Check Date: 2/2/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BARLOW PLANETARIUM	89668	2/2/2026	001	100-0601-551.30-14	115.00	LIBRARY MATERIALS EXPERIENCE PASS
	Total for check: 89668					115.00
ELIZABETH BUIKUS	89669	2/2/2026	CONTRACT	100-0601-551.20-05	200.00	CONTRACT 2/13/26 MAKING SPACE
	Total for check: 89669					200.00
CENGAGE LEARNING INC/GALE	89670	2/2/2026	999101762868	100-0601-551.30-14	30.39	LIBRARY MATERIALS
		2/2/2026	999101763516	100-0601-551.30-14	194.34	LIBRARY MATERIALS
		2/2/2026	999101797903	100-0601-551.30-14	30.39	LIBRARY MATERIALS
		2/2/2026	999101808353	100-0601-551.30-14	49.48	LIBRARY MATERIALS
		2/2/2026	999101888266	100-0601-551.30-14	30.39	LIBRARY MATERIALS
	Total for check: 89670					334.99
CENTER POINT LARGE PRINT	89671	2/2/2026	2212776	100-0601-551.30-14	303.24	LIBRARY MATERIALS
		2/2/2026	2218596	100-0601-551.30-14	302.04	LIBRARY MATERIALS
	Total for check: 89671					605.28
CONQUER BOOKS	89672	2/2/2026	CONTRACT	100-0601-551.20-05	200.00	SMITHWORKS WRITING GROUP CONTRACT
	Total for check: 89672					200.00
CRIMSON MULTIMEDIA	89673	2/2/2026	025969	100-0601-551.30-14	135.61	LIBRARY MATERIALS
		2/2/2026	026351	100-0601-551.30-14	85.23	LIBRARY MATERIALS
	Total for check: 89673					220.84
DEMCO	89674	2/2/2026	7747125	100-0601-551.30-18	373.63	DEPARTMENT SUPPLIES
	Total for check: 89674					373.63

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
VICTOR FLORES	89675	2/2/2026	REIMBURSMENT	100-0601-551.21-06	19.65	STRATEGIC PLANNING
			Total for check: 89675		19.65	
GENERAL BOOK COVERS	89676	2/2/2026	25313	100-0601-551.30-18	50.00	DEPARTMENT SUPPLIES BOOK COVERS
			Total for check: 89676		50.00	
GFC LEASING-WI	89677	2/2/2026	I01083178	100-0601-551.24-01	329.68	PRINTER LEASE
			Total for check: 89677		329.68	
KIMBERLY HUDDLESTON	89678	2/2/2026	CONTRACT	100-0601-551.20-05	100.00	CONTRACT 2/17/26 BLACK HIS MONTH AUTHOR
			Total for check: 89678		100.00	
IIIMARKS LLC	89679	2/2/2026	D157	100-0601-551.30-14	36.00	LIBRARY MATERIALS
			Total for check: 89679		36.00	
INGRAM LIBRARY SERVICES	89681	2/2/2026	91804185	100-0601-551.30-14	146.19	LIBRARY MATERIALS
		2/2/2026	92399234	100-0601-551.30-14	303.04	LIBRARY MATERIALS
		2/2/2026	92616239	100-0601-551.30-14	49.83	LIBRARY MATERIALS
		2/2/2026	92666645	100-0601-551.30-14	271.36	LIBRARY MATERIALS
		2/2/2026	92703603	100-0601-551.30-14	192.91	LIBRARY MATERIALS
		2/2/2026	92760011	100-0601-551.30-14	596.48	LIBRARY MATERIALS
		2/2/2026	92942214	100-0601-551.30-14	497.42	LIBRARY MATERIALS
		2/2/2026	93068021	100-0601-551.30-14	91.66	LIBRARY MATERIALS
		2/2/2026	93068022	100-0601-551.30-14	60.79	LIBRARY MATERIALS
		2/2/2026	93135283	100-0601-551.30-14	73.38	LIBRARY MATERIALS
		2/2/2026	93135284	100-0601-551.30-14	487.53	LIBRARY MATERIALS
		2/2/2026	93157479	100-0601-551.30-14	417.23	LIBRARY MATERIALS
		2/2/2026	93208513	100-0601-551.30-14	318.15	LIBRARY MATERIALS
		2/2/2026	93236530	100-0601-551.30-14	76.33	LIBRARY MATERIALS
		2/2/2026	93236531	100-0601-551.30-14	143.03	LIBRARY MATERIALS
		2/2/2026	93263590	100-0601-551.30-14	453.22	LIBRARY MATERIALS

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INGRAM LIBRARY SERVICES...	89681...	2/2/2026	93308063	100-0601-551.30-14	892.50	LIBRARY MATERIALS
	Total for check: 89681				5,071.05	
KAEL KING	89682	2/2/2026	CONTRACT	100-0601-551.20-05	75.00	CONTRACT 2/14/26 COMIC BOOK CLUB
	Total for check: 89682				75.00	
KITZ & PFEIL INC	89683	2/2/2026	57301/3	100-0601-551.30-15	41.58	PLEXIGLASS
	Total for check: 89683				41.58	
METRO SALES INC	89684	2/2/2026	INV2973738	100-0601-551.24-04	560.34	COPIER/PRINTER USAGE
		2/2/2026	INV2977512	100-0601-551.24-04	81.69	2025 FAX SERVICE
	Total for check: 89684				642.03	
MIDWEST TAPE	89685	2/2/2026	508112156	100-0601-551.30-14	382.35	LIBRARY MATERIALS
		2/2/2026	508144409	100-0601-551.30-14	157.44	LIBRARY MATERIALS
		2/2/2026	508161028	100-0601-551.30-14	329.86	LIBRARY MATERIALS
		2/2/2026	508161457	100-0601-551.30-14	356.13	LIBRARY MATERIALS
		2/2/2026	508161459	100-0601-551.30-14	15.74	LIBRARY MATERIALS
		2/2/2026	508204555	100-0601-551.30-14	413.80	LIBRARY MATERIALS
		2/2/2026	508204582	100-0601-551.30-14	151.42	LIBRARY MATERIALS
		2/2/2026	508237365	100-0601-551.30-14	110.19	LIBRARY MATERIALS
		2/2/2026	508313405	100-0601-551.30-14	10,000.00	LIBRARY MATERIALS E-RESOURCES
Total for check: 89685				11,916.93		
OSHKOSH PUBLIC MUSEUM	89686	2/2/2026	MEMBERSHIP	100-0601-551.30-14	250.00	2026 MEMBERSHIP RENEWAL
	Total for check: 89686				250.00	
PAINE ART CENTER AND GARDEN	89687	2/2/2026	MEMBERSHIP	100-0601-551.30-14	250.00	2026 EXPERIENCE PASS 1/1/26-12/31/26
	Total for check: 89687				250.00	

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PEAK TECHNOLOGIES LLC	89688	2/2/2026	INVLLC270014716	100-0601-551.30-18	273.24	DEPARTMENT SUPPLIES RECEIPT PAPER
			Total for check: 89688		273.24	
PEOPLE OF PROGRESSION	89689	2/2/2026	CONTRACT	100-0601-551.20-05	250.00	CONTRACT 2/21/26
			Total for check: 89689		250.00	
SHELLY PLATTEN	89690	2/2/2026	CONTRACT	100-0601-551.20-05	200.00	CONTRACT 2/21/26 COZY COMFORT FOOD
			Total for check: 89690		200.00	
DAVE POWELL	89691	2/2/2026	MILEAGE	100-0601-551.33-01	16.80	MILEAGE REIMBURSEMENT OCT-DEC
			Total for check: 89691		16.80	
GABE RETZLAFF	89692	2/2/2026	CONTRACT	100-0601-551.20-05	100.00	CONTRACT 2/10/26 TEEN TEST & TASTE
			Total for check: 89692		100.00	
CINDY SCHAEFER-KEMPS	89693	2/2/2026	MILEAGE	100-0601-551.33-01	19.58	MILEAGE REIMBURSEMENT
		2/2/2026	REIMBURSMENT	100-0601-551.30-16	135.22	MATERIALS REIMBURSMENT
			Total for check: 89693		154.80	
SERVICEMASTER BUILDING MAINTENANCE	89694	2/2/2026	48278	100-0601-551.20-01	2,760.00	JANITORIAL SERV CONTRACT
			Total for check: 89694		2,760.00	
SHOWCASES	89695	2/2/2026	331475	100-0601-551.30-18	139.86	DEPARTMENT SUPPLIES DVD CASES
			Total for check: 89695		139.86	
JOSHUA SPOTTS	89696	2/2/2026	CONTRACT	100-0601-551.20-05	50.00	CONTRACT 2/17/26 ROLE PLAYING GAMES
			Total for check: 89696		50.00	

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STAPLES	89697	2/2/2026	6052727957	100-0601-551.30-10	287.15	LIBRARY SUPPLIES
			Total for check: 89697		287.15	
WINNEFOX AUTOMATED LIBRARY SYSTEM	89698	2/2/2026	WALS2545	100-0601-551.25-01	83,454.67	ANNUAL LIB SYSTEM FEE
			Total for check: 89698		83,454.67	
WINNEFOX LIBRARY SYSTEM	89699	2/2/2026	WLS4149	100-0601-551.29-02	775.00	NEWSLETTER/EMAIL SERVICES
		2/2/2026	WLS4217	100-0601-551.30-11	280.50	POSTAGE/NOTICING
		2/2/2026	WLS4250	100-0601-551.30-14	13,300.32	E-SOURCES POOL SHARE
		2/2/2026	WLS4339	100-0601-551.30-11	149.79	POSTAGE/NOTICING
			Total for check: 89699		14,505.61	
WISCONSIN IMAGING LLC	89700	2/2/2026	5036983140	100-0601-551.24-01	406.83	OFFICE MACHINE LEASES
		2/2/2026	5037318536	100-0601-551.24-01	406.83	OFFICE MACHINE LEASES
			Total for check: 89700		813.66	
ROB ZIMMER	89701	2/2/2026	CONTRACT	100-0601-551.20-05	150.00	CONTRACT 2/16/26 NATURE TALKS
			Total for check: 89701		150.00	
					132,114.63	

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AMAZON CAPITAL SERVICES	89703	2/5/2026	11DT-GKJH-GLQD	100-0702-552.30-18	293.45	WINTER JACKETS, TENNIS BALLS-PR
		2/5/2026	13FK-JMLP-FFYL	100-0203-512.30-10	25.70	LICENSING STAMP
		2/5/2026	1479-1FNW-CJ3V	100-0920-531.30-18	173.12	LARGE STORAGE BUCKET
		2/5/2026	14KL-DDLM-MKDJ	100-0702-552.30-18	142.92	CRAFTS, WINTER COAT/PARKA-PR
				100-0920-531.30-18	73.90	YOGA EXERCISE BALL
		2/5/2026	16QF-PMN3-6CRR	100-0901-515.30-18	35.97	HARD HATS 1/2 CVMIC
		2/5/2026	16YC-WCLX-L63C	100-0901-515.30-18	357.61	MEDICAL SUPPLIES 1/2 CVMIC
		2/5/2026	177T-X7LH-LNGN	100-0000-201.14-00	96.75	TRIPS SUPPLIES-PR
				100-0920-531.30-18	15.99	BATTERY OP CANDLESTICKS
		2/5/2026	17TK-LK47-M11L	100-0901-515.30-18	640.36	MEDICAL SUPPLIES 1/2 CVMIC
		2/5/2026	1JQL-XCL1-Q9PC	100-0702-552.30-18	96.99	BEVERAGE DISPENSER
		2/5/2026	1K6G-PJHM-96HC	100-0801-521.30-10	47.48	HEAVY DUTY FOLDERS
		2/5/2026	1NRD-VP67-L199	100-0702-552.30-18	59.98	CHRISTMAS FAVORS
		2/5/2026	1NVR-DN9Y-F3XR	100-0901-515.30-18	82.38	INSULATED THERMAL BIB 1/2 CVMIC
		2/5/2026	1QKN-GVF7-CN9P	100-0702-552.30-10	17.12	DESK CALENDAR
		2/5/2026	1QL3-RVXW-6T7N	100-0702-552.30-10	7.22	OFFICE SUPPLIES-PR
				100-0702-552.30-18	29.99	MISC CRAFTS-PR
				100-0920-531.30-18	134.34	MISC CRAFTS-PR
		2/5/2026	1XTP-MKJK-9FV9	100-0702-552.30-18	285.43	BALLOONS, PUZZLE-PR
		2/5/2026	1XVX-Y6W1-DMM9	100-0203-512.30-10	25.70	ALCOHOL LICENSE STAMP
	2/5/2026	1Y6R-1PFT-4G9Y	100-0901-515.30-18	(11.99)	HARD HAT-CREDIT CREDIT TO CVMIC	
			Total for check: 89703		2,630.41	
APPLETON HYDRAULIC COMPONENTS	89704	2/5/2026	53811	731-1022-541.38-04	294.75	SUPPLY SEAL KIT
			Total for check: 89704		294.75	
CITY OF APPLETON	89705	2/5/2026	19237	100-1012-541.22-03	396.81	COOPERATIVE ST LIGHTING 2025
			Total for check: 89705		396.81	
AURORA MEDICAL GROUP INC	89706	2/5/2026	CINV033937	100-0801-521.80-05	75.00	WEBINAR
			Total for check: 89706		75.00	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
AUTOMATED COMFORT CONTROLS	89707	2/5/2026	39740	731-1022-541.24-04	528.50	WASHER HEATER SERVICE
			Total for check: 89707		528.50	
AUTOMOTIVE SUPPLY COMPANY	89708	2/5/2026	012239430	731-1022-541.38-04	198.98	BRAKE PADS, ROTOR DRUM
			Total for check: 89708		198.98	
BADGER LABORATORIES INC	89709	2/5/2026	26-002620	601-1020-543.21-02	1,300.00	SEWER MONITORING -GUNDERSON CLEANERS
			Total for check: 89709		1,300.00	
BERGSTROM FORD LINCOLN	89710	2/5/2026	115348	731-1022-541.38-04	1,191.66	EXHAUST EQPT, GASKETS, AUTO PARTS
		2/5/2026	115521	731-1022-541.38-03	41.56	WIPER BLADES
		2/5/2026	433357	100-0801-521.29-04	231.87	VEHICLE WIRING REPAIR
			Total for check: 89710		1,465.09	
KIMBERLY CARDOZA	89711	2/5/2026	LODGING	100-0202-512.34-03	236.00	LODGING REIMBURSEMENT 01/2026-WPELRA CONFERE
		2/5/2026	MILEAGE	100-0202-512.34-01	142.10	MILEAGE REIMBURSEMENT 01/2026-WPELRA CONFERE
			Total for check: 89711		378.10	
JAN CAVANAUGH	89712	2/5/2026	HOLIDAY HAYRIDE	100-0702-552.20-05	1,200.00	HOLIDAY HAYRIDE EVENT LIVE REINDEER-12/12/25
		2/5/2026	WINTER GALA	100-0702-552.20-05	1,500.00	HORSE DRAWN WAGON RIDES WINTER GALA EVENT 2/7/
			Total for check: 89712		2,700.00	
CELLEBRITE INC	89713	2/5/2026	Q-483140-1	743-0403-513.24-04	9,240.00	INSEYETS PRO SUBSCRIPTION3/6/26-3/5/27
		2/5/2026	Q-483159-1	743-0403-513.24-04	5,512.50	INSEYETS ONLINE LMT UNLKSSUB. 3/6/26-3/5/27
			Total for check: 89713		14,752.50	
CINTAS	89714	2/5/2026	4257283085	100-0801-521.20-01	50.25	MATS
				100-0801-521.30-13	275.96	BATHROOM SUPPLIES, CLEANING SUPPLIES
		2/5/2026	4257283110	100-0601-551.20-01	48.00	RUGS
				100-0601-551.30-13	397.08	CLEANING SUPPLIES

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CINTAS...	89714...	2/5/2026	4258024807	100-0703-553.30-13	280.79	BATHROOM SUPPLIES, CLEANING SUPPLIES
				731-1022-541.20-01	161.00	RUGS, UNIFORMS, MATS
			Total for check: 89714		1,213.08	
CLEARPATH INVESTIGATIONS LLC	89715	2/5/2026	1006	100-0801-521.21-06	1,000.00	BACKGROUND CHECKS
			Total for check: 89715		1,000.00	
COMPASS COMMUNICATIONS	89716	2/5/2026	587	100-0801-521.21-06	1,725.00	JAN COMMUNICATIONS
			Total for check: 89716		1,725.00	
COMPLETE OFFICE OF WISCONSIN	89717	2/5/2026	60226	100-0702-552.30-10	16.45	TAPE, ENVELOPES, TABLETS
			64541	100-0801-521.30-10	34.74	ENVELOPE MOISTENER, BINDERS
			Total for check: 89717		51.19	
KORTNEY DAHM	89718	2/5/2026	MILEAGE	100-0903-531.33-01	33.64	MILEAGE REIMBURSEMENT JANUARY 2026
			Total for check: 89718		33.64	
ENERGITECH	89719	2/5/2026	180858	731-1022-541.24-06	508.40	FUEL ISLAND PARTS
			Total for check: 89719		508.40	
ENGBERG ANDERSON ARCHITECTS	89720	2/5/2026	25390700-3	100-0304-562.21-02	8,590.00	COMP PLANNING SERVICES PROJECT #253907.00
			Total for check: 89720		8,590.00	
ENVISIONINK PRINTING SOLUTIONS	89721	2/5/2026	2600177	100-0304-562.30-10	294.00	INSPEC. PROGRESS REPORTS
			2600431	731-1022-541.30-10	433.00	EQUIPMENT AND JOB TICKET
			Total for check: 89721		727.00	
FACTORY MOTOR PARTS CO	89722	2/5/2026	18-2339402	731-1022-541.38-03	253.06	BATTERY, PARTS
				731-1022-541.38-04	204.94	BATTERY, PARTS

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FACTORY MOTOR PARTS CO...	89722...	2/5/2026	18-2339478	731-1022-541.38-03	24.78	BASIC HALOGEN CARDED (2)
		2/5/2026	18-Z35287	731-1022-541.38-03	(27.00)	MEDIUM BATTERY CORE CREDIT
		2/5/2026	18-Z35360	731-1022-541.30-18	1.56	BATTERY CORE-CREDIT, INDUST LITHIUM BATTERY(2)
			Total for check: 89722		457.34	
FARRELL EQUIPMENT & SUPPLY CO INC	89723	2/5/2026	288624	470-0801-521.82-01	79.98	FLOOR PATCH,BONDING AGENTPPF-2026-002
		2/5/2026	288797	470-0801-521.82-01	119.97	FLOOR PATCH PPF-2026-002
		2/5/2026	288940	100-1003-541.30-18	227.98	FINISH SHOES
			Total for check: 89723		427.93	
FERGUSON WATERWORKS #1476	89724	2/5/2026	0467944	100-1009-541.30-18	8,400.00	DETOUR PLATES
					8,400.00	
FITNESS MACHINE TECHNICIANS	89725	2/5/2026	3678-395	100-0801-521.80-05	575.00	PREVENTATIVE MAINTENANCE FOR FITNESS EQUIPMENT
					575.00	
FOX CROSSING UTILITIES	89726	2/5/2026	127-36488	100-0701-533.22-06	472.80	206 NORTH ST-STORM 10/15/25-1/15/26
		2/5/2026	127-65515	100-0703-553.22-06	42.00	STORMWATER UTILITY BILL 10/15/25-1/15/26
			Total for check: 89726		514.80	
FOX VALLEY HUMANE ASSOCIATION	89727	2/5/2026	6403	100-0806-532.25-01	184.00	DECEMBER-ANIMALS HANDLED
					184.00	
FOX VALLEY TECHNICAL COLLEGE	89728	2/5/2026	1323	100-0801-521.34-04	100.00	FVTC PUBLIC SAFETY JOB FAIR REGISTRATION
					100.00	
GANNETT WISCONSIN LOCALIQ	89729	2/5/2026	0007515654	100-0405-513.29-02	327.11	LEGAL PUBLISHINGS-JAN
					327.11	

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GILLUND ENTERPRISES	89730	2/5/2026	908315	731-1022-541.30-18	276.00	HEAVY DUTY CHAIN LUBE
			Total for check: 89730		276.00	
LENCY GRACIA	89731	2/5/2026	RENTAL DEP REFD	100-0000-201.11-00	100.00	RENTAL SECURITY DEPOSIT REFUND
			Total for check: 89731		100.00	
EDNA GUERRA	89732	2/5/2026	REFUND	100-0000-441.25-00	26.25	PUZZLE CONTEST CANCEL. REFUND
			Total for check: 89732		26.25	
HALLMAN LINDSAY	89733	2/5/2026	B0123108	470-0801-521.82-01	720.00	TOP COAT EPOXY CLEAR PPF-2026-002
			Total for check: 89733		720.00	
JEANINE HOLSHBACH	89734	2/5/2026	REIMBURSEMENT	100-0920-531.30-18	34.55	2/11/26 CRAFT REIMBURSEMENT
			Total for check: 89734		34.55	
JOHN FABRICK TRACTOR COMPANY	89735	2/5/2026	PIGB0337142	731-1022-541.38-03	6.12	HOSE
		2/5/2026	PIGB0337143	731-1022-541.38-03	17.88	CONNECTOR
		2/5/2026	PIGB0337144	731-1022-541.38-03	17.88	CONNECTOR
			Total for check: 89735		41.88	
JX ENTERPRISES INC	89736	2/5/2026	24136176P	731-1022-541.38-03	347.77	CUSHIN COVER, CUSHIN
		2/5/2026	24136737P	731-1022-541.38-03	156.86	CUSHIN COVER
		2/5/2026	24136945P	731-1022-541.38-03	193.85	VALVE-RELAY, OIL PAN, DRIVELINE BEARING
		2/5/2026	24136957P	731-1022-541.38-03	437.69	OIL PAN KIT
		2/5/2026	24137000P	731-1022-541.38-03	140.85	OIL GUAGE TUBE
			Total for check: 89736		1,277.02	
KITZ & PFEIL INC	89737	2/5/2026	57272/3	470-1003-541.82-02	11.69	WATER STREET DOCK STR-2024-003
		2/5/2026	57276/3	100-0703-553.24-03	17.59	PVC SKATE ASSISTS
		2/5/2026	57282/3	470-1003-541.82-02	5.93	DOCK NAIL STR-2024-003

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KITZ & PFEIL INC...	89737...	2/5/2026	57298/3	731-1022-541.38-03	5.79	NUTS & BOLTS
		2/5/2026	57332/3	731-1022-541.38-03	0.71	WASHER
		2/5/2026	57343/3	100-0706-561.30-15	24.49	WOODCUTTER OIL
		2/5/2026	57362/3	100-1019-552.30-18	10.06	EYE BOLT
		2/5/2026	57365/3	731-1022-541.38-03	1.30	NUTS & BOLTS
		2/5/2026	57376/3	100-0703-553.24-03	5.03	HOOKS
		2/5/2026	57417/3	100-0601-551.24-03	1.25	COUPLING PVC
		2/5/2026	57418/3	100-0706-561.30-15	82.25	FILE/GAS CAN/BAR OIL
		2/5/2026	57424/3	731-1022-541.30-18	29.83	SHOP SUPPLIES
		2/5/2026	57426/3	100-0703-553.30-18	3.59	ADAPTER
		2/5/2026	57432/3	100-0703-553.24-03	35.98	TEAK FINISH OIL
				Total for check: 89737		235.49
KLINK HYDRAULICS LLC	89738	2/5/2026	JG885	731-1022-541.38-03	12.00	AIR COMP. PARTS
			Total for check: 89738		12.00	
LORI LAMERS	89739	2/5/2026	REFUND	100-0000-201.14-00	2,120.00	SAVANNAH BUS TRIP CANCEL.LORI L. & LEE CATRON
			Total for check: 89739		2,120.00	
LAZER UTILITY LOCATING LLC	89740	2/5/2026	2364	601-1020-543.21-02	122.56	JAN-SANITARY LOCATES
				625-1010-541.21-02	162.40	JAN-STORM LOCATES
			Total for check: 89740		284.96	
SARAH LOEFFLER	89741	2/5/2026	REFUND	100-0000-441.25-00	21.00	PUZZLE CONTEST CANCEL. REFUND
			Total for check: 89741		21.00	
LOGISTICS RECYCLING INC	89742	2/5/2026	152756	100-0704-552.24-04	484.21	MEDICAL WASTE BOXES
			Total for check: 89742		484.21	
MATTHEWS TIRE INC	89743	2/5/2026	100500	731-1022-541.38-02	954.00	TIRES/REPAIR

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MATTHEWS TIRE INC...	89743...	2/5/2026	100501	731-1022-541.38-02	21.00	TIRE REPAIR
			Total for check: 89743		975.00	
MENARDS-APPLETON EAST	89744	2/5/2026	88833	100-0801-521.24-03	280.01	HOOKS, 2X12, 2X6
		2/5/2026	88843	470-0801-521.82-01	552.34	FENCE PARTS PPF-2025-001
		2/5/2026	89117	100-0703-553.24-03	81.83	2X4 FOR RACK -PARK PAVILION
		2/5/2026	89166	100-0703-553.30-15	344.77	PARK TOOLS
				100-1003-541.30-18	274.40	2X4 & 2X6 FORMS
		2/5/2026	89167	100-0706-561.30-18	19.98	BAR OIL
		2/5/2026	89183	100-0703-553.24-03	29.99	PLUMBING PARTS
		2/5/2026	89296	470-0703-553.80-05	11.99	ROUTER BITS
			Total for check: 89744		1,595.31	
MENASHA HISTORICAL SOCIETY	89745	2/5/2026	MEMBERSHIP	100-0304-562.32-01	100.00	ANNUAL MEMBERSHIP FEE 2026
			Total for check: 89745		100.00	
MENASHA NEENAH MUNICIPAL COURT	89746	2/5/2026	REPORT #25-0175	100-0000-201.03-00	237.00	REPORT #25-0175
			Total for check: 89746		237.00	
MENASHA UTILITIES	89747	2/5/2026	MENASHA UTIL.	100-0305-562.22-05	50.04	11/26/25-12/29/25-WAT/SEW
				100-0305-562.22-06	16.72	11/26/25-12/29/25-STORM
				100-0601-551.22-07	63.23	11/26/25-12/29/25-LIBRARY-DARK FIBER
				100-0703-553.22-05	349.57	11/26/25-12/29/25-WAT/SEW
				100-0703-553.22-06	126.46	11/26/25-12/29/25-STORM
				100-0704-552.22-07	446.36	11/26/25-12/29/25-POOL -DARK FIBER
				100-1012-541.22-03	83.78	11/26/25-12/29/25-ELEC
				100-1013-541.22-03	12.36	11/26/25-12/29/25-ELEC
				100-1013-541.22-05	45.57	11/26/25-12/29/25-WAT/SEW
				100-1013-541.22-06	246.63	11/26/25-12/29/25-STORM
				100-1014-543.22-05	16.68	11/26/25-12/29/25-WAT/SEW
				100-1014-543.22-06	80.47	11/26/25-12/29/25-STORM
				100-1019-552.22-05	45.59	11/26/25-12/29/25-WAT/SEW

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MENASHA UTILITIES...	89747...	2/5/2026...	MENASHA UTIL....	100-1019-552.22-07	196.21	11/26/25-12/29/25 -DARK FIBER
				207-0707-552.22-07	57.44	11/26/25-12/29/25-MARINA -DARK FIBER
				487-0305-562.22-06	14.63	11/26/25-12/29/25-STORM
				501-0304-562.22-06	235.17	11/26/25-12/29/25-STORM
				731-1022-541.22-07	595.45	11/26/25-12/29/25-GARAGE -DARK FIBER
				743-0403-513.21-04	165.69	11/26/25-12/29/25-IT -INTERNET
				743-0403-513.22-07	504.59	11/26/25-12/29/25-IT -DARK FIBER
				Total for check: 89747		
MID-AMERICAN RESEARCH CHEMICAL	89748	2/5/2026	0869344-IN	731-1022-541.30-18	242.80	PRO-FLEX, DEODORIZER
				Total for check: 89748		
MORTON SAFETY	89749	2/5/2026	236282	100-0301-523.19-03	14.48	SAFETY VEST
			236660	100-0901-515.30-18	135.77	GLOVES, JACKET 1/2 CVMIC
			Total for check: 89749			
N&M AUTO SUPPLY	89750	2/5/2026	853689	731-1022-541.38-04	20.55	TOGGLE SWITCH
			853883	731-1022-541.30-18	46.68	POWER STEERING STOP SWTH,LAMP
			Total for check: 89750			
NEENAH MAIN AUTO BODY INC	89751	2/5/2026	5656	100-0801-521.29-04	9,987.71	POLICE VEHICLE REPAIR 2 CVMIC CHECKS-AUTO CLAIM
			Total for check: 89751			
NEENAH-MENASHA SEWERAGE COMMISSION	89752	2/5/2026	2026-015	601-1021-543.25-01	32,543.09	FEB WASTEWATER TREATMENT
			2026-021	601-1021-543.25-01	1,968.00	FEB CWFL INTEREST
					9,653.00	FEB CWFL DEBT
					482.00	FEB BLDG INTEREST
					1,314.00	FEB BLDG DEBT
Total for check: 89752					45,960.09	

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PACKER CITY INTL TRUCKS INC	89753	2/5/2026	X103161318:01	731-1022-541.38-03	114.10	WATER SEP FILTERS, FUEL FILTERS
			Total for check: 89753		114.10	
LINDA PALMBACH	89754	2/5/2026	MILEAGE	100-0903-531.33-01	57.57	MILEAGE REIMBURSEMENT JANUARY 2026
			Total for check: 89754		57.57	
POYNETTE IRON WORKS INC	89755	2/5/2026	50851	100-1016-543.30-15	2,868.00	RENTAL DUMPSTERS
			Total for check: 89755		2,868.00	
LINDA PROBST	89756	2/5/2026	REFUND	100-0920-531.30-18	3.00	CANVAS ART CANCELLATION
			Total for check: 89756		3.00	
QUENCH USA INC	89757	2/5/2026	INV10211790	100-0801-521.30-18	179.00	WATER FLAVORING
			Total for check: 89757		179.00	
REBELLIOUS WELLNESS	89758	2/5/2026	1132	100-0801-521.80-05	325.00	MENTAL HEALTH SUPPORT
			Total for check: 89758		325.00	
ROBINSON FLORIST	89759	2/5/2026	1000009485	100-0703-553.30-18	12,586.12	SMITH PARK FLOWERS
			Total for check: 89759		12,586.12	
RUEKERT & MIELKE INC	89760	2/5/2026	161698	601-1020-543.21-02	760.00	SEWER BILLING SUMMARIES DECEMBER 2025
			Total for check: 89760		760.00	
LYNN SEARLES	89761	2/5/2026	REIMBURSEMENT	100-0000-201.12-00	224.00	BATTING/QUILTING SUPPLIES
			Total for check: 89761		224.00	

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SERVICEMASTER BUILDING MAINTENANCE	89762	2/5/2026	48424	100-0920-531.20-01	480.00	JANITORIAL SERVICE SENIOR CENTER
			Total for check: 89762		480.00	
JUSTIN SNYDER	89763	2/5/2026	OVERPAYMENT	100-0000-201.03-00	962.80	SANITARY SEWER SA OVERPAYMENT
			Total for check: 89763		962.80	
MARGARET STRUVE	89764	2/5/2026	MILEAGE	100-0201-512.34-01	326.68	MILEAGE REIMBURSEMENT JANUARY 2026
			Total for check: 89764		326.68	
SUPERIOR VISION INSURANCE PLAN	89765	2/5/2026	942040	100-0000-204.10-00	1,073.51	FEBRUARY-VISION INSURANCE
			Total for check: 89765		1,073.51	
THEDACARE AT WORK	89766	2/5/2026	379849	100-0202-512.21-06	325.83	EAP CONTRACT-FEB 2026
			Total for check: 89766		325.83	
TOOLE DESIGN GROUP LLC	89767	2/5/2026	MSN.00283-4F	100-0304-562.21-02	8,250.00	COMP PLANNING SERVICES PROJECT #00MSN.00283.00
		2/5/2026	MSN.00283_01	100-0304-562.21-02	4,500.00	COMP PLANNING SERVICES BIKE FEASIBILITY STUDY
		2/5/2026	MSN.00283_02	100-0304-562.21-02	1,050.00	COMP PLANNING SERVICES BIKE FEASIBILITY STUDY
		2/5/2026	MSN.00283_03	100-0304-562.21-02	1,200.00	COMP PLANNING SERVICES BIKE FEASIBILITY STUDY
			Total for check: 89767		15,000.00	
TOWN N' COUNTRY TITLE LLC	89768	2/5/2026	60044300	100-0000-121.01-00	23.76	OVERPAYMENT TAXES BLUE STEELE INVESTMENTS
			Total for check: 89768		23.76	
UNIFORM SHOPPE	89769	2/5/2026	13614	100-0801-521.19-03	561.50	NEW RECRUIT OFFICER MATERIALS
		2/5/2026	13615	100-0801-521.19-03	561.50	NEW RECRUIT OFFICER MATERIALS
			Total for check: 89769		1,123.00	

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VORTEX OPTICS	89770	2/5/2026	2498798	100-0801-521.30-15	539.98	RED DOT SIGHTS (2)
			Total for check: 89770		539.98	
WE ENERGIES	89771	2/5/2026	5778371895	100-0701-533.22-03	17.27	12/9/25-1/11/26-ELECTRIC NORTH ST
		2/5/2026	5791273721	100-0000-123.00-00	1,762.91	GAS-N-M FIRE 12/18/25-1/20/26
				100-0601-551.22-04	2,713.49	GAS-LIBRARY 12/18/25-1/20/26
				100-0703-553.22-04	1,307.04	GAS-PARKS 12/18/25-1/20/26
				100-0704-552.22-04	444.80	GAS-POOL 12/18/25-1/20/26
				100-0801-521.22-04	2,434.49	GAS-POLICE 12/18/25-1/20/26
				100-0920-531.22-04	522.09	GAS-SENIOR CENTER 12/18/25-1/20/26
				100-1019-552.22-03	102.99	GAS-BRIDGE 12/18/25-1/20/26
				207-0707-552.22-04	93.73	GAS-MARINA 12/18/25-1/20/26
		2/5/2026	5795250791	100-1012-541.22-03	109.98	LED STREET LIGHTS
		2/5/2026	5796845220	100-1012-541.22-03	1,115.81	STREET LIGHTS
			Total for check: 89771		10,624.60	
WDATCP	89772	2/5/2026	WDATCP-DFRS	100-0000-422.12-00	12.00	WDATCP-DFRS AGENT REIMB. SWIMMING POOL
			Total for check: 89772		12.00	
CHRISTY ZEY	89773	2/5/2026	WINTER GALA	100-0702-552.20-05	300.00	ICE SCULPTURE CARVER WINTER GALA EVENT 2/7/26
			Total for check: 89773		300.00	
					165,764.97	

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JF AHERN CO	89774	2/12/2026	791446	100-0920-531.24-03	95.80	FIRE EQUIPMENT INSPECTIONSENIOR CENTER
		2/12/2026	792032	731-1022-541.24-03	282.24	FIRE EXTINGUISHERS PUBLIC WORKS FACILITY
	Total for check: 89774				378.04	
ALADTEC	89775	2/12/2026	INV00462237	743-0403-513.24-04	3,978.65	ANNUAL SUBSCRIPTION 03/01/26-02/28/27
	Total for check: 89775				3,978.65	
AMAZON CAPITAL SERVICES	89776	2/12/2026	1637-LWF4-9449	100-1002-541.30-10	397.43	OFFICE SUPPLIES -PW/COM DEV
		2/12/2026	1F6F-FWC3-9MGC	100-0801-521.24-05	129.24	COLLAPSIBLE BACKGROUND STAND AND BACKDROP
		2/12/2026	1JT1-M6RT-MV19	100-1002-541.30-10	52.12	OFFICE SUPPLIES
	Total for check: 89776				578.79	
APPANASHA PET CLINIC	89777	2/12/2026	558853	824-0807-521.21-05	175.26	KODA WELLNESS VISIT
	Total for check: 89777				175.26	
CITY OF APPLETON	89778	2/12/2026	19417	100-0918-531.21-06	500.00	EMERGENCY PREPAREDNESS- FEBRUARY 2026
	Total for check: 89778				500.00	
ARING EQUIPMENT COMPANY INC	89779	2/12/2026	921495	731-1022-541.38-03	218.48	PUMP PARTS
	Total for check: 89779				218.48	
AT-SCENE LLC	89780	2/12/2026	2077	743-0403-513.24-04	5,446.00	DIGITAL EVIDENCE MGMT SYMSUBSCRIPTION
	Total for check: 89780				5,446.00	
BATTERIES PLUS LLC	89781	2/12/2026	P89361140	100-0601-551.24-03	45.90	12V BATTERIES
	Total for check: 89781				45.90	

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BAYCOM INC	89782	2/12/2026	EQUIPINV_060142	470-0801-521.80-03	17,938.00	CAMERA EQUIPMENT/LICENSE,ACCESSORY KIT
Total for check: 89782					17,938.00	
BERGSTROM CHRYSLER DODGE JEEP RAM	89783	2/12/2026	94224	731-1022-541.38-04	41.40	PULL CAP
Total for check: 89783					41.40	
BERGSTROM FORD LINCOLN	89784	2/12/2026	115517	731-1022-541.38-04	1,411.23	MUFFLER ASSEMBLY, GASKET
		2/12/2026	116042	731-1022-541.38-04	148.60	WHEEL COVER
		2/12/2026	CM-115348-1	731-1022-541.38-04	(250.00)	CORE RETURN
Total for check: 89784					1,309.83	
BERGSTROM PIONEER AUTO &	89785	2/12/2026	00252	100-0801-521.80-03	2,190.00	POLICE VEHICLE LEASES FEBRUARY 2026
Total for check: 89785					2,190.00	
CINTAS	89786	2/12/2026	1906127665	731-1022-541.30-18	108.00	GLASS CLEANER
		2/12/2026	4258753728	100-0801-521.20-01	50.25	MATS, CLEANING SUPPLIES
				100-0801-521.30-13	106.98	MATS, CLEANING SUPPLIES
		2/12/2026	4258753764	100-0601-551.20-01	48.00	MATS, CLEANING SUPPLIES
				100-0601-551.30-13	219.20	MATS, CLEANING SUPPLIES
Total for check: 89786					532.43	
COONEY'S EMBROIDERY LLC	89787	2/12/2026	22855	100-0801-521.19-02	91.00	JACKET, CARDIGAN
Total for check: 89787					91.00	
COTALITY CENTRALIZED REFUNDS	89788	2/12/2026	60058200	100-0000-121.01-00	903.40	OVERPAYMENT TAXES TOBIAS COLLAR
Total for check: 89788					903.40	

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DANA SAFETY SUPPLY INC	89789	2/12/2026	998953	470-0801-521.80-03	1,704.00	ALUM. BUMPER
			Total for check: 89789		1,704.00	
UNEMPLOYMENT INSURANCE	89790	2/12/2026	692132-000-5	100-1019-552.15-09	1,461.28	BENEFIT CHARGES FOR 1/1/26-1/31/26
			Total for check: 89790		1,461.28	
ESRI	89791	2/12/2026	900169821	743-0403-513.24-04	2,210.00	ARCGIS RENEWAL
			Total for check: 89791		2,210.00	
EVERGREEN POWER	89792	2/12/2026	29833	731-1022-541.38-03	94.74	LEVER SET ASSEMBLY
			Total for check: 89792		94.74	
FACTORY MOTOR PARTS CO	89793	2/12/2026	18-2340410	731-1022-541.30-18	199.80	BRAKE CLEANER
		2/12/2026	18-2341131	731-1022-541.38-03	17.19	LUBE FILTER
			Total for check: 89793		216.99	
FISH CREEK SCENIC BOAT TOURS	89794	2/12/2026	TOUR DEPOSIT	100-0000-201.14-00	153.71	DOWN PAYMENT-FISH CREEK BOAT TOUR-7/21/26
			Total for check: 89794		153.71	
FOX STAMP SIGN & SPECIALTY	89795	2/12/2026	OE-61604	100-0401-513.30-10	55.98	DEPOSIT STAMPER (2)
			Total for check: 89795		55.98	
GARROW OIL CORP	89796	2/12/2026	1308035	100-0000-131.00-00	19,472.63	FUEL
			Total for check: 89796		19,472.63	
GRIFFITH STATE NURSERY	89797	2/12/2026	2972	625-0706-561.30-18	320.20	TREES
			Total for check: 89797		320.20	

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GUARANTY CLOSING & TITLE SERVICES	89798	2/12/2026	10014600	100-0000-121.01-00	1,493.16	OVERPAYMENT TAXES ROBERT STEVENS
			Total for check: 89798		1,493.16	
HARRISON UTILITIES	89799	2/12/2026	001-0220-00	100-0703-553.22-05	65.30	2170 PLANK ROAD 12/18/25-1/20/26
			Total for check: 89799		65.30	
LYNN HOLCOMB	89800	2/12/2026	REFUND	100-0000-201.14-00	2,215.00	SAVANNAH TRIP REFUND
			Total for check: 89800		2,215.00	
JEANINE HOLSHBACH	89801	2/12/2026	REIMBURSEMENT	100-0920-531.30-18	15.79	2/12/26 CRAFT REIMBURSEMENT
			Total for check: 89801		15.79	
JOMAR QSUB INC DBA ROAD EQUIPMENT	89802	2/12/2026	2600948123	731-1022-541.38-03	694.12	BRAKE SERVICE
		2/12/2026	2600948999	731-1022-541.30-15	56.94	AXLE NUT SOCKET
		2/12/2026	2600951780	731-1022-541.38-03	1,047.46	BRAKE SERVICE
			Total for check: 89802		1,798.52	
JX ENTERPRISES INC	89803	2/12/2026	14388948P	731-1022-541.38-03	365.60	WHEEL STUDS, NUTS
		2/12/2026	24137160P	731-1022-541.38-03	128.99	AIR FILTER
		2/12/2026	24137175P	731-1022-541.38-03	54.99	POLY V BELT
			Total for check: 89803		549.58	
KLINK HYDRAULICS LLC	89804	2/12/2026	JG646	731-1022-541.38-03	131.40	QUICK COUPLE NIPPLE, COUPLER
		2/12/2026	TV1649	731-1022-541.38-03	52.13	HOSE PROTECTOR, COUPLING, FITTING
		2/12/2026	TV176	731-1022-541.38-03	11.20	TUBE UNION TEE
		2/12/2026	TV177	731-1022-541.38-03	21.85	HOSE PROTECTOR, COUPLING
		2/12/2026	TV66	731-1022-541.38-03	3,397.35	SEWER HOSE REEL
			Total for check: 89804		3,613.93	

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KWIK TRIP INC	89805	2/12/2026	00244691	100-0801-521.38-01	320.95	FUEL-JANUARY
	Total for check: 89805				320.95	
MATTHEWS TIRE INC	89806	2/12/2026	100541	731-1022-541.38-02	52.72	TIRE REPAIR
		2/12/2026	100542	731-1022-541.38-02	280.00	TIRES/REPAIR
	Total for check: 89806				332.72	
MCKESSON MEDICAL SURGICAL	89807	2/12/2026	24945419	100-0903-531.30-18	155.43	SHARPS CONTAINER/NEEDLES,ALCOHOL PREP PADS
	Total for check: 89807				155.43	
MENARDS-APPLETON EAST	89808	2/12/2026	89504	100-0703-553.30-18	50.94	LOCKING C-CLAMP
		2/12/2026	89514	470-1003-541.82-02	39.42	NAILS WATER ST DOCK
	Total for check: 89808				90.36	
MENASHA UTILITIES	89809	2/12/2026	MENASHA UTIL.	100-0703-553.22-06	174.52	STORM-PARKS 12/8/25-1/8/26
				100-1012-541.22-03	16.70	ELECTRIC-STREET LIGHTS 12/8/25-1/8/26
	Total for check: 89809				191.22	
MGD INDUSTRIAL CORP	89810	2/12/2026	244422	731-1022-541.30-18	714.95	NUTS, BOLTS, ELEC TAPE
	Total for check: 89810				714.95	
N&M AUTO SUPPLY	89811	2/12/2026	853569	100-0703-553.30-18	772.95	PARK TABLES PAINTS,PRIMER
		2/12/2026	854089	100-0703-553.30-18	29.90	PARK TABLES SUPPLIES
	Total for check: 89811				802.85	
VERONICA ORTEGA	89812	2/12/2026	RENTAL DEP REFD	100-0000-201.11-00	100.00	RENTAL SECURITY DEPOSIT REFUND
	Total for check: 89812				100.00	

AP Check Register

Check Date: 2/12/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
OSHKOSH FIRE & POLICE EQUIPMENT INC	89813	2/12/2026	199233	100-0801-521.19-03	216.00	HONOR GUARD EQUIPMENT GUN HOLSTER
	Total for check: 89813				216.00	
PACKER CITY INTL TRUCKS INC	89814	2/12/2026	X103161647:01	731-1022-541.38-03	412.70	AUTO PARTS
		2/12/2026	X103161647:02	731-1022-541.38-03	23.70	U-JOINT STRAP KIT
	Total for check: 89814				436.40	
QUALITY TRUCK CARE CENTER	89815	2/12/2026	X102053718:01	731-1022-541.38-03	305.34	TRUCK SERVICE-DRUM
	Total for check: 89815				305.34	
R.N.O.W. INC	89816	2/12/2026	2026-78226	731-1022-541.38-03	2,991.79	JOYSTICK, ARM DUMP VALVE
	Total for check: 89816				2,991.79	
LIZ ROSIN	89817	2/12/2026	MILEAGE	100-0903-531.33-01	16.24	MILEAGE REIMBURSEMENT JANUARY 2026
	Total for check: 89817				16.24	
SECURIAN FINANCIAL GROUP INC	89818	2/12/2026	002832L	100-0000-204.07-00	3,491.52	MARCH LIFE INSURANCE
	Total for check: 89818				3,491.52	
SERVICE MOTOR COMPANY	89819	2/12/2026	P20469	731-1022-541.38-03	393.57	OIL FILTER, SERVICE
	Total for check: 89819				393.57	
SERVICEMASTER BUILDING MAINTENANCE	89820	2/12/2026	48423	731-1022-541.20-01	2,730.00	JANITORIAL SERVICE PUBLIC WORKS FACILITY
	Total for check: 89820				2,730.00	
STAPLES	89821	2/12/2026	6053739083	100-1002-541.30-10	138.70	OFFICE CHAIR MATS, PAPER CLIPS
	Total for check: 89821				138.70	
STERICYCLE INC	89822	2/12/2026	8013396019	100-0801-521.30-10	91.01	SHREDDING SERVICE

AP Check Register

Check Date: 2/12/2026

Date: 2/12/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
STERICYCLE INC...	89822...	2/12/2026...	8013396019...	100-0801-521.30-10...	91.01	SHREDDING SERVICE
			Total for check: 89822		182.02	
THEDACARE LABORATORIES	89823	2/12/2026	12100529	100-0801-521.21-05	42.50	VENIPUNCTURE
			Total for check: 89823		42.50	
THOMSON REUTERS - WEST	89824	2/12/2026	853186140	100-0201-512.32-02	496.74	WESTLAW LEGAL RESEARCH SOFTWARE SUBSCRIPTIO
			Total for check: 89824		496.74	
UNIFORM SHOPPE	89825	2/12/2026	14283	100-0801-521.19-03	101.90	UNIFORM, CAP STRAP
		2/12/2026	5824	100-0801-521.19-03	289.95	UNIFORM CARRIER
			Total for check: 89825		391.85	
WE ENERGIES	89826	2/12/2026	5800372427	100-0703-553.22-03	37.70	LED STREET LIGHTS US HWY 10 & STH 114 E
		2/12/2026	5802849020	731-1022-541.22-04	4,951.25	GAS 1/7/26-2/3/26 PUBLIC WORKS FACILITY
			Total for check: 89826		4,988.95	
WINNEBAGO COUNTY TREASURER	89827	2/12/2026	135507	100-1016-543.25-01	21,051.52	LANDFILL FEES-RES
				100-1017-543.25-01	4,604.32	LANDFILL FEES-COM
				266-1027-543.25-01	1,241.60	LANDFILL FEES-SS
		2/12/2026	33032	470-1003-541.82-02	245.80	CTH P-DEISGN STR-2026-003
			Total for check: 89827		27,143.24	
WISCONSIN DEPT OF JUSTICE	89828	2/12/2026	G3228	100-0202-512.21-06	28.00	GENERAL
			Total for check: 89828		28.00	
WISCONSIN DEPT OF TRANSPORTATION	89829	2/12/2026	395-0000393491	470-1003-541.82-02	7,646.27	RACINE ST DESIGN STR-2024-004
		2/12/2026	395-0000397823	100-1003-541.82-02	59.59	RACINE ST DESIGN STR-2024-004
		2/12/2026	395-0000397824	470-1003-541.82-02	117,307.28	RACINE ST DESIGN STR-2024-004
				470-1009-541.82-02	78,520.06	RACINE ST DESIGN STR-2024-004

AP Check Register

Check Date: 2/12/2026

<i>Vendor Name</i>	<i>Check Number</i>	<i>Check Date</i>	<i>Invoice Number</i>	<i>Account Number</i>	<i>Amount</i>	<i>Description</i>		
WISCONSIN DEPT OF TRANSPORTATION...	89829...	2/12/2026	395-0000402991	470-1003-541.82-02	70,170.25	RACINE ST DESIGN	STR-2024-004	
				601-1020-543.82-02	11,250.00	RACINE ST DESIGN	STR-2024-004	
				625-1003-541.82-02	142,346.70	RACINE ST DESIGN	STR-2024-004	
	2/12/2026	395-0000406666	470-1003-541.82-02	354.89	RACINE ST DESIGN	STR-2024-004		
			625-1010-541.82-02	361,101.78	RACINE ST DESIGN	STR-2024-004		
	2/12/2026	395-0000411530	470-1003-541.82-02	70,625.89	RACINE ST DESIGN	STR-2024-004		
	2/12/2026	395-0000414393	470-1003-541.82-02	69,275.53	RACINE ST DESIGN	STR-2024-004		
	2/12/2026	395-0000417266	470-1003-541.82-02	13,805.00	RACINE ST DESIGN	STR-2024-004		
	Total for check: 89829					942,463.24		
						<u>1,058,932.57</u>		



MEMORANDUM

To: Common Council

From: Megan Sackett, Parks & Recreation Director/ms

Date: February 5, 2026

RE: O-3-26: An Ordinance Amending Title 11, Chapter 5, Section 11-5-1(b)(2) of the Code of Ordinances: Consumption of Alcoholic Beverages in City Parks

Staff are proposing to amend Ordinance 11-5 that outlines the parks in which alcohol sales and consumption are allowed to include Shepard Park.

As part of our Summer event season, we are partnering with Neenah and Fox Crossing for a new music event along the Loop the Little Lake trail. Menasha will be hosting a stop in Shepard Park. This event will have a live band, food trucks, alcohol, games, etc. Currently, ordinance does not allow alcohol to be sold/consumed in Shepard Park. This ordinance amendment would allow users to purchase a permit for alcohol consumption and sales throughout the year and not be limited to this just this event.

Currently the only parks in which alcohol is allowed to be consumed are Jefferson, Koslo, Barker Farm and Curtis Reed Square. The City has rentable facilities at Jefferson, Smith, Koslo, Clovis, Hart, Shepard and Barker Farm. Due to deed restrictions, alcohol is not permitted at Smith. Staff are not recommending alcohol consumption at Clovis Grove due to the proximity and shared usage with the school and also not at Hart Park due to the heavy usage by teens and young adults. With Shepard Park having a small pavilion with a capacity of under 30 people, staff does not anticipate regular large rentals that would disrupt the neighborhood. Director Sackett has chatted with Chief Thorn and he does not have any issue with allowing the consumption of alcohol to include Shepard Park. A memo supporting the amendment from the Chief is included in the packet.

Attached is a drafted ordinance to allow the consumption of alcohol at Shepard Park.

Recommendation

Park Board recommends approval to the Common Council of O-3-26 An Ordinance Amending Title 11, Chapter 5, Section 11-5-1(b)(2) of the Code of Ordinances: Consumption of Alcoholic Beverages in City Parks.



ORDINANCE O-03-26

AN ORDINANCE AMENDING TITLE 11, CHAPTER 5 OF THE CODE OF ORDINANCES
(Offense and Nuisances)

INTRODUCED BY Ald. Ted Grade

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

SECTION 1: Amend Title 11, Chapter 5, Section 1 of the Code of Ordinances of the City of Menasha, Wisconsin as read as follows:

Title 11 – Offense and Nuisances

CHAPTER 5

Offenses Involving Alcoholic Beverages

...

SEC. 11-5-1 OUTSIDE CONSUMPTION IN PUBLIC AREAS; PERMITS FOR PARK CONSUMPTION

...

b) CONSUMPTION OF ALCOHOLIC BEVERAGES IN CITY PARKS.

- (1) Except as provided below, it shall be unlawful for any person to possess, consume, dispense, sell, or give away alcoholic beverages in City Parks or on Trails.
- (2) Only fermented malt beverages and wine may be consumed, dispensed, sold, or given away in Jefferson Park, Koslo Park, Barker Farm Park, [Shepard Park](#) and Curtis Reed Square in accordance with a permit having been approved by the Park and Recreation Board and if necessary, a temporary Class “B” liquor license issued by the City Clerk.
- (3) Possessing and consuming alcoholic beverages within the fenced in area of the Menasha Marina is permitted.
- (4) Selling and consuming fermented malt beverages and wine on the Trestle Trail may be permitted for an event approved by the Park and Recreation Board and with the issuance of a special Class “B” liquor license issued by the City Clerk.
- (5) The permit fee shall be established by the Park and Recreation Board with approval of the Common Council
- (6) Before any fermented malt beverages and wine may be sold in a City Park or Trail, a special Class “B” liquor license must be obtained from the City Clerk.
- (7) No alcoholic beverages may be sold after 10:30pm or consumed after 11:00pm
- (8) Any non-profit organization selling fermented malt beverages and wine must appear at a Park and Recreation Board meeting in order to explain picnic/festival plans.

- (9) When selling fermented malt beverages and wine, event organizers shall check identification and take other necessary steps to prevent consumption of alcohol or fermented malt beverages by minors.
- (10) The sponsoring organization shall arrange for adequate security protection from the Menasha Police Department.
- (11) Fermented malt beverages and wine may be sold only through a licensed concession stand located on the premises of Koslo Baseball Park. Alcoholic beverages may not be brought in.

...

SECTION 2: This amending Ordinance shall take effect upon passage and publication as provided by law.

Passed and approved this ____ day of _____, 2026.

Recommended by: _____
Motion/Second: _____
Vote: _____
Pass/Fail: _____
Requires: ___ Majority Vote ___ 2/3 Vote

Austin Hammond, Mayor

ATTEST:

Kaija Snyder, City Clerk



To: Members of the Park Board

From: Chief Nick Thorn

Date: February 5, 2026

RE: Park Board Agenda

The Police Department is supporting a change to allow for alcohol consumption by permit at Shepard Park. This change would impact Ordinance 11-5-1(b)(2) “Only fermented malt beverages and wine may be consumed, dispensed, sold, or given away in Jefferson Park, Koslo Park, Barker Farm and Curtis Reed Square in accordance with a permit having been approved by the Park and Recreation Board and if necessary, a temporary Class “B” liquor license issued by the City Clerk.”

In 2025, the Police Department did not issue any warnings or citations for alcohol related violations within Shepard Park. From a historical perspective, we have not observed a significant impact in alcohol related calls for the aforementioned parks that have been approved. Permits are often sought by responsible users of our parks and we typically see a willingness to follow our local ordinances and state laws.

Allowing alcohol by issuance of permit from the Park and Recreation Board will likely not have a significant impact on calls for service tied to alcohol violations in Shepard Park.