

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, March 2, 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:
 - a. Gold Cross Ambulance Annual Report
 - 2. Minutes to Receive:
 - a. Administration Committee, 2/16/26
 - b. Neenah-Menasha Sewerage Commission, 1/27/26
 - c. Committee on Aging, 1/9/26
- 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, 2/16/26
 - 2. Administration Committee, 2/16/26, Recommends Approval of:
 - a. Update to Lodging License Categories and Fees
 - b. License and Software Maintenance Agreement Between the City of Menasha and Constructive Analytics, LLC for Several Software Programs
- Not to Exceed \$9,000
- H. Items Removed from the Consent Agenda**

I. Action Items

1. Accounts payable and payroll for the term of 02/13/26 - 02/26/26 in the amount of \$5,835,333.53
2. Outsource Legal Services - Represent the City of Menasha's Interest in Winnebago County Case No. 2025CV234 Wisconsin Window Concepts., Inc. vs. The Brin, LLC, et. al.
 - a. Adjourn into Closed Session pursuant to Wisconsin Statute § 19.85(1)(g) Conferring with legal counsel for the governing body who is rendering 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 Winnebago County Case No. 2025CV234 Wisconsin Window Concepts., LLC vs. The Brin, LLC, et. al).
 - b. May reconvene into Open Session to take action on items that may be pending.

J. Held Over Business

K. Ordinances and Resolutions

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 16, 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."

ANNUAL IMPACT REPORT

City of Menasha

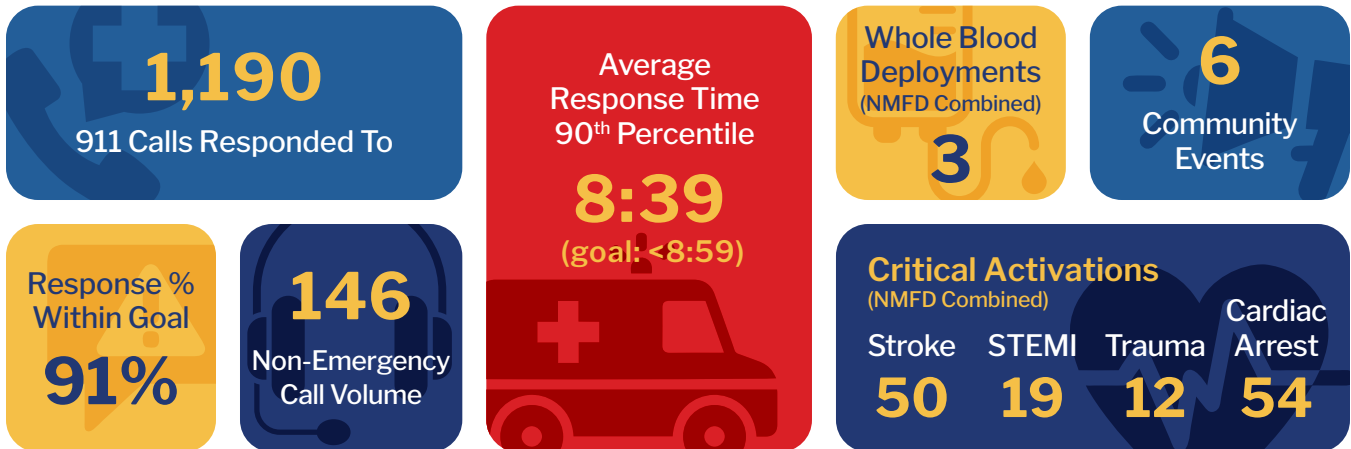
January 2025 - December 2025



YOUR COMMUNITY. OUR COMMITMENT.

Since 1991, Gold Cross has delivered the highest level of emergency medical care to communities across the region. We operate with full transparency, using data-driven decisions to optimize response times, maintain high clinical standards, and ensure cost efficiency for taxpayers. We value our partnership and are pleased to share the following annual report for your municipality. As part of our commitment to transparency, we will share similar reports on a quarterly basis.

AT-A-GLANCE METRICS



HIGHLIGHTS & IMPROVEMENTS

TRAINING AND EDUCATION

- + Began our second paramedic cadet program with 6 internal staff members
- + Achieved training center accreditation from the WI Department of Health Services
- + EMR Training support through liaison program

SERVICE EXPANSION

- + Expanded service times for two roving ambulances adding over 6,600 coverage hours to the community
- + Fortified our inter-facility transfer ambulance system to ensure more availability for 911 ambulances

ANNUAL IMPACT REPORT

City of Menasha

January 2025 - December 2025



YOUR COMMUNITY. OUR COMMITMENT.

AWARD

2025 American Heart Association Gold Award for Cardiac and Stroke Care

We're proud to be nationally recognized by the American Heart Association with a Mission Lifeline EMS Gold Award—the highest level possible—for our commitment to high-quality heart attack and stroke care.

Gold Cross is one of just five EMS services in Wisconsin to earn a spot on the Target: Heart Attack Honor Roll, reflecting our team's continued excellence in cardiac emergency response.



LOOKING AHEAD

Gold Cross Ambulance is proud of the strong, collaborative partnership we share with the City of Menasha—a relationship grounded in mutual trust, open communication, and a shared commitment to protecting the health and safety of the community. Through years of close coordination, joint response efforts, and aligned training, this partnership has strengthened local emergency response capabilities and ensured Menasha residents receive timely, high-quality care when it matters most. We deeply value the professionalism and dedication of our partners in the City of Menasha and appreciate the City's continued support. We look forward to building on this partnership as we work together to meet evolving community needs and advance the future of emergency medical care. We hope this report provides a meaningful snapshot of the exceptional care Gold Cross delivers each day to the residents of Menasha.





ADMINISTRATION COMMITTEE MINUTES

Monday, February 16, 2026 at 6:30 PM

First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by Chair Eisenach at 6:31pm.

B. ROLL CALL

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

Also Present: FD Sassman, DPW Merten, CDD Dane, PHD Hutter, PRD Sackett, PC Thorn, CA Struve, Mayor Hammond, Clerk Snyder

C. MINUTES TO APPROVE

1. Administration Committee, 1/19/26

Motion by District 3 Alderperson Hale seconded by District 5 Alderperson Lewis to approve. Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. Update to Lodging License Categories and Fees

Motion by District 3 Alderperson Hale, seconded by District 6 Alderperson Marshall to approve.

Motion carried 8-0 on roll call.

Discussion considered program costs.

Staff advised that this update comes in response to the State of Wisconsin Department of Agriculture, Trade, and Consumer Protection's recently updated fee schedule.

2. License and Software Maintenance Agreement Between the City of Menasha and Constructive Analytics, LLC for Several Software Programs - Not to Exceed \$9,000

Motion by District 3 Alderperson Hale, seconded by District 5 Alderperson Lewis to approve.

Motion carried 8-0 on roll call.

Discussion considered the longevity of Constructive Analytics team and long-term planning for law enforcement software needs.

Staff advised on MEPD's relationship with Constructive Analytics' software programs, the programs' functions, and cost savings.

E. ADJOURNMENT

Motion by District 3 Alderperson Hale seconded by District 5 Alderperson Lewis to adjourn the Administration Committee meeting at 6:54pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday January 27, 2026

Meeting was called to order by Commission President Mach at 8:07 a.m.

Present: Commissioners Steve Coburn, Corey Gordon, Anthony Mach, Chad Pelishek, Greg Weyenberg, Dale Youngquist, Raymond Zielinski; Manager Paul Much; Accounting Clerk Melissa Starr.

Also Present: Scott Becher (Neeenah), Duke Behnke (Post Crescent), Troy Beyer (Galloway), Pat Bougie (MCO), Rob Franck (MCO), Emily Franklin (MCO), Gerry Kaiser (Neeenah), Tony Kappell (McMahon), Chad Olsen (McMahon)

Minutes

Meeting minutes. Motion made/seconded by Commissioners Coburn/Zielinski to approve the minutes from the December 16, 2025, Regular Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- January 21, 2026, email from Troy Huebner, Sonoco/U.S. Paper Mills to Paul Much, Plant Manager
RE: ETP Update – Sonoco Pretreatment Project

Old Business

There was no old business to be discussed.

New Business

Operations, Engineering, Planning

Update - Galloway's Compliance Order Progress. Tony Kappell handed out the Wastewater Discharge Flows and Loadings Projections he prepared showing five and ten-year projections of flows and loadings for Galloway Company. Galloway is working with McMahon and other vendors to look at options to help reduce their loadings to the NMSC. Troy Beyer then explained the steps they have been taking to determine areas of improvement to reduce or eliminate spills and identify high strength waste sources that they may be able to capture or treat before going to the sanitary. He further explained that the AI system has been implemented and will help identify sources of high strength waste that may be able to be diverted, captured, or treated before going to the sanitary. He then asked commissioners if for the short term, the existing BOD limit could be raised to allow them time to continue to make improvements without incurring exceedances of their pretreatment permit.

Water Quality Trading. A motion to discuss was made/seconded by Commissioners Youngquist/Coburn. Manager Much reported that meetings were held with Leach Farms and the DNR to go over possible credits available to the Commission. The Clearinghouse currently does not have enough credits available. Leach Farms was confident they could get the necessary

credits, however, after discussion with the DNR it is unclear how those credits would be available based on the information Leach Farms provided to the DNR. President Mach shared that the timeframe has gotten too short to continue to pursue this option knowing that there is no guarantee the credits will be available. Based on the information discussed, President Mach entertained a motion to respectfully decline the Leach Farms offer. A motion was made/seconded by Commissioners Weyenberg/Zielinski to respectfully decline the Leach Farms offer for Water Quality Trading credits. Motion carried unanimously.

McMahon Associates Report. Phosphorus Removal/UV Disinfection Project – A motion to discuss and approve how to proceed with the project was made/seconded by Commissioners Coburn/Weyenberg. President Mach reported that he presented the options for the phosphorus removal project at the Neenah City Council meeting and based on the information provided, they approved proceeding with the disk filters and maintaining the existing sodium hypochlorite system and removing UV disinfection from the plan. Commissioner Gordon made note that the Commission makes the ultimate decision, not the Neenah City Council, and he stated that the City of Menasha supports proceeding with disk filters and eliminating UV disinfection. The commissioners of the Town of Neenah S.D. 2, Village of Fox Crossing, and Village of Harrison, stated that their municipalities support this choice as well. Commissioners asked that Engineer Olsen remove UV disinfection from the current project, but to keep it in the design to be added, if necessary, in the future. After discussion, a motion was made/seconded by Commissioners Coburn/Youngquist to approve the disk filters design and eliminate UV disinfection. Motion carried unanimously.

Operating Report. Manager Much reported operations are running well. There were a few spills, however, they were handled without impact to the plant.

Equipment & Grounds Report. Rob Franck reviewed his report and provided additional information on; the bi-annual Huber classifier cleanings and inspections were completed; the motor for reuse pump 4 was replaced and aligned; the east centrifuge inclined auger gearbox was replaced; the RAS room painting was completed and turned out well; he also shared that the two sodium hypochlorite feed pumps to RAS are being replaced, so we are looking at options and should have more information at the next meeting.

Budget, Finance Matters

Financial Statements. Accounting Clerk Starr reported on the December 2025 financial statements. Operations for the month of December showed a loss, and the year-end shows a small operation loss. W2 and 1099 forms were processed and commissioners should get their forms in a few days. Auditors will be here the week of February 9th to begin the year-end financial audit.

Ordering Budgeted Screw Pump Parts. A motion to discuss was made/seconded by Commissioners Coburn/Weyenberg. Rob Franck gave a brief recap of how the stub shaft assembly broke on two of the four influent screw pumps. Based on what occurred with the two previous screw pumps, he recommends being proactive and replacing the upper bearings on the remaining two screw pumps due to the long lead times for replacement assemblies, and potential additional damage to the lower bearings. After discussion, a motion was made/seconded by Commissioners

Coburn/Weyenberg to approve the replacement of both upper assemblies for the screw pumps not to exceed \$148,000. Motion carried unanimously.

Work Order Program Replacement. A motion to discuss was made/seconded by Commissioners Coburn/Gordon. Rob Franck reported the current work order program is GIS based and the annual cost was \$2,500. This year's renewal more than doubled from the previous year's, which prompted us to look at other options that are more cost effective. He said that the MapCon software has two versions that should work for our needs and the annual cost is \$1,872. After discussion, a motion was made/seconded by Commissioners Coburn/Weyenberg to approve switching to the MapCon work order system. Motion carried unanimously.

Industrial Wastewater Service Agreement between NMSC and Sonoco/U.S. Paper Mills.

A motion to discuss was made/seconded by Commissioners Gordon/Coburn. Manager Much reported that he worked with the commission attorney to review and update the Industrial Wastewater Service Agreement. The copy that was included in the packets is the updated version. This is the same version that Sonoco/U.S. Paper Mills had previously reviewed and is working to build their pretreatment system around. If commissioners agree, the attorney will send the agreement to Sonoco's attorneys with the intent of having it signed by the August deadline. After discussion, a motion was made/seconded by Commissioners Coburn/Weyenberg to approve the Industrial Wastewater Service Agreement. Motion carried unanimously.

MCO Invoices.

#32506	February 2026 Contract Operations	\$ 157,056.68
#32539	Use of MCO Vehicles – December	\$ 464.10

Motion made/seconded by Commissioners Coburn/Zielinski to approve MCO invoices #32506 in the amount of \$157,056.68, and #32539 in the amount of \$464.10, with payment to be made after February 1, 2026. Motion carried unanimously.

Vouchers. Operating (\$311,544.99) and Payroll (\$955.85) Vouchers #141397 through #141436 in the amount of \$312,500.84, for the month of December 2025. Motion made/seconded by Commissioners Coburn/Zielinski to approve operating and payroll vouchers. Motion carried unanimously.

Other Business to Come Before the Commission

Election of Officers. President Mach explained that we elect officers to serve each year, and listed the current officers: Anthony Mach – President, Corey Gordon – Vice President, Steve Coburn – Secretary/Treasurer. President Mach opened the floor for nominations and offered his nomination for Steve Coburn to be Secretary. Commissioner Weyenberg nominated Anthony Mach to continue as President, and Commissioner Youngquist nominated Corey Gordon as Vice-President. President Mach continued with nominations for the office of Treasurer, and asked Commissioner Coburn to serve again, which he accepted. Hearing no other nominations, the commission voted unanimously for the 2026 officers as follows: Anthony Mach – President, Corey Gordon – Vice-President, and Steve Coburn – Secretary/Treasurer.

2026 NMSC Meetings Calendar. Commissioners reviewed the 2026 calendar for meeting dates. The Neenah-Menasha Sewerage Commission monthly meetings will be held on the 4th Tuesday

of the month at 8:00am, except for the months of November and December which will be held on the 3rd Tuesday at 8:00am due to the holidays.

Adjournment

Motion made/seconded by Commissioners Coburn/Weyenberg to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:09 a.m.

President

Secretary

CITY OF MENASHA
COMMITTEE ON AGING
MINUTES
January 9, 2026

A. CALL TO ORDER

Meeting called to order by Roy Meier at 1:32PM.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Gary Coopman, Dan Kelpinski, Bea Kohanski, Roy Meier, Sue Wisneski, Recreation/Senior Services Manager Chloe Hansen-Dunn, PHD Kristine Hutter

ABSENT: Jeff Pommerening

ALSO PRESENT: PHN Meghan Pauly

C. PUBLIC COMMENT (five-minute time limit for each person)

Jim Lauer, City of Neenah resident, stated that committee members can share feedback with him to take to the Winnebago County ADRC Committee meeting, which will be held on Monday, January 12. A Dementia Care Specialist with the county can speak at a committee meeting to share resources and information.

D. MINUTES TO APPROVE

1. Committee on Aging, November 14, 2025

Moved by S. Wisneski and seconded by G. Coopman to approve the November 14, 2025 meeting minutes. The motion carried.

It was noted that the December 12, 2025 meeting was canceled due to lack of quorum.

E. REPORT OF DEPT HEADS/STAFF

1. Senior Center Operations and Programming

a. November and December 2025 Reports

See included Menasha Senior Center Staff Reports.

C. Hansen-Dunn reported there were 334 visitors for 956 visits and 976 total services in December. There were two up to 5-hour rentals and two 5+ hour rentals. The Senior Center was closed from Dec. 24 -Dec. 26. The dice game Farkle has been added to the monthly calendar.

2. Sixty Plus Grant Program

a. November and December 2025 Reports

See included 60+ Participation Numbers.

M. Pauly reported 22 people received 33 services in November and 26 people received 38 services in December.

3. Public Health Report – Respiratory Virus Season

PHD Hutter shared current respiratory illness data for the northeast region and statewide.

4. Announcements

M. Pauly shared Dr. Schubkegel from OSI will be at the January 16, Friday Fix to present on shoulder pain and shoulder pain prevention. Magnets with dates for the 2026 Memory Cafés were shared. Memory Cafés will be on the 4th Tuesday of the month at the Menasha Senior Center.

C. Hansen-Dunn shared there is a bus trip to see BeeHive at the Fireside Theater and there are two spots open. Interim Healthcare is a new sponsor for Tunes Bingo. Cardio Drumming is starting on January 28; it's filled and there is a wait list. Senior Center Olympics will be held on February 11 from 12:30-2pm. Valentine's Day Brunch will be held on February 13. Dates are listed in the Chatter.

F. DISCUSSION / ACTION ITEMS

G. ADJOURNMENT

Moved by S. Wisneski and seconded by D. Kelpinski to adjourn the meeting at 2:05PM. The motion carried.

Next meeting: February 13, 2026 at 1:30 PM

Menasha City Center, Room 132

100 Main Street, Menasha, WI



COMMON COUNCIL MINUTES
Monday, February 16, 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 6:00pm.
- 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: FD Sassman, CDD Dane, DPW Merten, PHD Hutter, PRD Sackett, PC Thorn, FC Teesch, LD Kopetsky, CA Struve, Mayor Hammond, Clerk Snyder
- D. PUBLIC HEARING
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
- F. REPORT OF DEPARTMENT OFFICERS/DEPARTMENT HEADS/STAFF/CONSULTANTS
Motion by District 7 Alderperson Grade seconded by District 8 Alderperson Ropella to receive. Motion carried on voice vote.

Discussion considered the regulation of e-bikes on Menasha's bike trails; this is an ongoing project among area community leaders.

Staff advised on progress related to the Comprehensive Plan Update. Specifically, staff discussed visioning for areas with strong development potential.

- 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

- 1. Common Council Minutes, 2/2/26
Motion by District 7 Alderperson Grade seconded by District 6 Alderperson Marshall to approve. Motion carried on voice vote.
- 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)
Motion by District 2 Alderperson Eisenach, seconded by District 1 Alderperson Rand to approve the Certified Survey Map as written, with the addition of Parcel No. 7-00001-05.

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 1/30/26 - 2/12/26 in the amount of \$2,940,481.58
Motion by District 2 Alderperson Eisenach, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

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)
Motion by District 7 Alderperson Grade, seconded by District 3 Alderperson Hale to approve.

Motion carried 8-0 on roll call.

Staff advised that this ordinance amendment is proposed to accommodate an event created in partnership with the City of Neenah and Village of Fox

Crossing. This event will feature music, food trucks, alcoholic beverages, and similar festivities in community parks surrounding the Loop the Lake Trail. This ordinance will also allow other events and rentals use of alcohol in Shepard Park.

L. APPOINTMENTS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

O. ADJOURNMENT

Motion by District 6 Alderperson Marshall seconded by District 3 Alderperson Hale to adjourn the Common Council meeting at 6:27pm. Motion carried on voice vote.

Minutes submitted by City Clerk Kaija Snyder.



MEMORANDUM

DATE February 10, 2026
 TO Menasha Administration Committee
 FROM Kristine Hutter, Public Health Director
 RE Request to Restructure Lodging License Categories and Increase Lodging License Fees

As an agent of the State for the WI Department of Agriculture, Trade and Consumer Protection (DATCP), the Menasha Health Department (MHD) Environmental Health Sanitarian conducts inspections of and issues licenses for lodging facilities in the City of Menasha, for which we collect an annual license fee. We must then reimburse DATCP a portion of our license fees following each license year at a rate set by the State. The Wis. Admin. Code Ch. ATCP 72 – Hotels, Motels and Tourist Rooming Houses was recently updated and is now in effect. Part of the comprehensive update to this chapter includes an update to the DATCP fees. The MHD’s reimbursement amount is based on both the DATCP fee for a particular license and the reimbursement rate.

Reimbursement rates are increasing by 1% each year over the next 3 years. In 2026, our reimbursement rate will be 13%, in 2027 it will be 14%, and in 2028 it will be 15%.

Due to the increase in the DATCP’s license fees for lodging and the increasing reimbursement rate, the MHD is requesting to increase our annual lodging license fees so we can maintain our level of revenue. We would also like to update our license categories to align with the DATCP categories. The Menasha Board of Health reviewed and approved the proposed changes during their meeting on February 4, 2026.

Current and Proposed Lodging License Categories and Fees

License Type	Current Menasha	2026 Proposed Menasha	DATCP
Bed & Breakfast	\$175.00	\$175.00	\$110.00
Tourist Rooming House – 1 unit	\$175.00	\$210.00	\$296.00
Tourist Rooming House – 2-4 units	-	\$335.00	\$450.00
Hotel/Motel – 5-30 rooms (30 or less)	\$250.00	\$280.00	\$350.00
Hotel/Motel – 31-99 rooms	\$350.00	\$380.00	\$450.00
Hotel/Motel – 100-249 rooms (100-199)	\$450.00	\$480.00	\$550.00
Hotel/Motel – 250-499 rooms (200+)	\$620.00	\$580.00	\$650.00

*Red text indicates additions/new. Text in () is the current category/type for Menasha.

Recommendation: Staff recommend to approve and forward to the Common Council the updated Lodging license categories and corresponding license fees as presented to be effective beginning April 1, 2026 for the 2026-2027 licensing year.



MEMORANDUM

Date: February 10, 2026

To: Administration Committee

From: Police Department, IT, City Attorney

RE: License and Software Maintenance Agreement between the City of Menasha and Constructive Analytics LLC (Not to Exceed \$9,000.00)

Constructive Analytics LLC currently provides software related services to the City of Menasha that improve productivity and safety for staff and enhance the services we provide our community.

Constructive Analytics LLC previously developed software programs to include: QMON, CADWATCH, TAWS, EZ PARK, RADAR LOVE, CashTag, LRMS2020, CAP Track, VMAN, Overnight Parking, and Parcon. These software programs have been and continue to be utilized by staff and our community on a daily basis for tasks such as event notifications to landlord/tenants (Elerts), Automation of overnight parking approval/denial process, vehicle/fleet maintenance and tracking, and other records management and efficiencies.

The attached Agreement has been reviewed by the Police Department, IT, and City Attorney. The Agreement outlines several provisions which are essential for maintaining the services provided and outlines several safeguards for the City of Menasha and Constructive Analytics LLC. The Agreement may be evaluated annually by both parties and if any changes are necessary, would require the Menasha Administration Committee and Common Council to review and approve.

At this time, it is necessary to enter into a License and Software Maintenance Agreement with Constructive Analytics LLC to maintain the high level of safety and efficiencies which these programs offer our staff and community.

RECOMMENDATION:

Staff recommend the Administration Committee forward the License and Software Maintenance Agreement between the City of Menasha and Constructive Analytics LLC (Not to Exceed \$9,000.00) to the Common Council for approval.

LICENSE AND SOFTWARE MAINTENANCE AGREEMENT

This License and Software Maintenance Agreement (“Agreement”), effective as of _____, “Effective Date”) is made between Constructive Analytics, LLC (“Service Provider”), a Wisconsin limited liability company with principal office located at 2800 E. Enterprise Ave STE 333 Appleton, WI 54913 and City of Menasha, a Wisconsin Municipal Corporation (“Service Recipient”). Service Provider will provide to Service Recipient the following services and a limited in time and use revocable license hereunder to use the following services (collectively, the “Services”):

1. **Description of Services.** Service Provider will provide Services to Service Recipient under a limited in time and use revocable license (the “License”) as said Services relate to QMON, CADWATCH, TAWS, EZ Park, Radar Love, CashTag, LRMS2020, CAP Track, VMan, Over Night Parking, and Parcan (“Software”), software programs developed by Service Provider, which is the sole and exclusive copyright and intellectual property right of Service Provider (“Intellectual Property”). The purpose of QMON and CADWATCH is to provide access to data stored in the Reporting Data Warehouse (RDW) of the Motorola PremierOne CAD System. Service Provider will provide the following Services:

Adaptive Maintenance.

- a. If Motorola makes changes to its database or the format in which it provides data to the Reporting Data Warehouse, Service Provider will update any and all Software program’s source code (“Code”), as necessary, to accommodate those changes and maintain current functionality to the extent it is possible, and Service Provider shall be given a commercially reasonable period to make such changes to the Code.
- b. In the event Service Provider updates source code as a result of (a) above, Service Provider will provide Service Recipient with that updated Code for Service Recipient’s use in accordance with the terms of this Agreement, subject to Sections 2, 3 and 4 below.

Corrective Maintenance: If Service Provider determines that a bug, error or similar malfunction in the Code has been discovered, Service Provider will update the Code to repair any bug, error or similar malfunction to maintain current functionality. In the event Service Provider updates the Code hereunder, Service Provider will provide the updated Code for Service Recipient’s use in accordance with the terms of this Agreement, subject to Sections 2, 3 and 4 below.

Notification and Support: Service Provider will perform maintenance and support obligations in a professional and workman like manner consistent with industry standards to resolve defects. Service Provider will maintain an active email account for Service Recipient to utilize and will provide an initial response within 48 normal business hours.

Exclusions. The following are excluded from the term Services and will not be provided by Service Provider as part of this Agreement:

- a. Service Provider will not be responsible for maintaining a data connection to remote databases.
- b. Occasional anomalies discovered in the data handled by the Software program(s) or provided to the Software program(s) by PremierOne and which does not present to the Software program(s) as expected or anticipated shall not be deemed a bug, error or similar malfunction. Service Provider shall not be responsible, liable or required under this Agreement to cure the same. In such event, Service Provider/Recipient shall cease using the Software program(s), this Agreement shall immediately terminate, and any license to use the Software program(s) shall be revoked.

Service Recipient's Acknowledgement. Service Recipient acknowledges that Service Provider has no control over Service Recipient, and Service Recipient may electronically disable, or take some other voluntary or involuntary action or omission that disrupts or disables the ability of the Software program(s) to function. Service Recipient also may incur further damages, malfunctions in its systems or business interruption, and Service Recipient shall release Service Provider from any and all responsibility, liability or duty to upgrade or cure the inability of the Software program(s) to function due to the acts or omissions of Service Recipient ("Disruption Event"). Furthermore, Service Recipient irrevocably releases and holds harmless Service Provider for and from any and all loss, damages, costs, claims and liabilities of any nature whatsoever, whether direct or indirect, consequential, incidental, special or punitive damages and all attorneys' fees and expenses incurred by Service Recipient in the case of a Disruption Event. A Disruption Event is deemed a basis for immediate termination of the Agreement, and Service Recipient shall immediately cease use of and return to Service Provider, to the extent possible, all software and Code, which remains the Intellectual Property of Service Provider pursuant to Section 2 below.

2. **No transfer of right, title, license or interest.** By making available the Software program(s) and/or other Code under this Agreement and License, Service Provider is not granting, conveying, transferring or selling, whether directly or indirectly, expressly or implicitly, to Service Recipient any right, ownership, title, except a limited in time and use, revocable license (the "License") in accordance with the terms of this Agreement, in Service Provider's Software program(s) and Code, which shall remain the sole, exclusive intellectual property, patents, and copyrights of Service Provider (collectively, "Intellectual Property"). All such Intellectual Property is subject to the License for the contract period in which it is to be used by Service Recipient during the Term of this Agreement. Immediately upon termination or expiration of this Agreement, the License hereunder is revoked and Service Recipient must cease using Service Provider's Intellectual Property, disable, delete and/or return the same, to the extent possible, to Service Provider.
3. **Access Data and Computer.** On request, Service Recipient will provide Service Provider with printouts of the Software program(s) or data in storage that exhibits evidence of a suspected programming error in the Software program(s) or Code. Service Recipient further agrees to provide Service Provider with access to sufficient and commercially reasonable computer time to enable Service Provider to duplicate the error, determine that it directly results from Service Provider's Software programming error, and, if so, allow Service Provider the opportunity to take corrective action to cure the error, determine that the problem has been resolved, at no loss or extra cost, expense or charge to Service Provider. If required for Service Provider to gain access to Service Recipient's computer systems for bug diagnoses, debugging, development, monitoring or any other reason hereunder, Service Recipient agrees that it shall consider providing at its own cost a separate Virtual Private Network (VPN) connection as needed and requested by Service Provider, so long as such access is approved by the Service Recipient Department Head that oversees the IT Department.
4. **Term and Termination.** This Agreement is effective as of the Effective Date and shall expire, along with all Services, Licenses, and/or software access, one (1) year to the day from the Effective Date on _____, (the "Term"), unless Service Recipient provides sixty- (60)-days' prior written notice before the end of the Term or then existing Renewal Term that it would like to renew this Agreement for another one- (1)-year period ("Renewal Term"). This Agreement may only be terminated by a Party for Cause (the "Defaulting Party") under this Section 4 or as otherwise expressly stated in this Agreement. "Cause" for purposes herein include, without limitation, the Defaults as defined in Section 11 as well as the following:
 - a. The Defaulting Party, whether voluntarily or involuntarily, enters into bankruptcy proceedings or receivership, or is deemed by the other Party to be insecure or unable to pay

its creditors, and meet other financial obligations or has made assignments or conveyances to the benefit of creditors.

- b. By the Service Provider, if there is a material breach or threat of material breach of any provision of this Agreement by Service Recipient or breach of any warranty, including without limitation, (i) failure to pay Service Provider when payment is due; (ii) Service Recipient, or any of its officers, employees or third parties intentionally or negligently disabling the Services, with or without notice to Service Provider, and (iii) such disabling of Services results in temporary or permanent damage to Service Recipient's computer systems, in such case Service Provider has no obligation to cure but may, at its option, attempt to cure. All costs to cure shall be borne by Service Recipient. In the event of Termination under Sections 4(a) and (b), Service Provider has no further obligations or liabilities to Service Recipient, including any duty to repair or replace Services (which is at Service Provider's sole option), and Service Recipient shall bear all costs, liabilities or expenses associated with the damage to its computer and engaging any third party or Service Provider to fix or cure such damages, including without limitation any attorneys' fees, costs or expenses. If Service Provider elects to cure its software and Code to meet the needs of Service Recipient, it shall be entitled to a just, mutually agreed upon compensation for doing so.
 - c. By the Service Recipient, if Services are defective or non-conforming in workmanship (due to intentional or grossly negligent acts or omissions of the officers, employees or agents of Service Provider directly and solely rendering the Services defective or non-conforming); provided Service Provider is not able to cure any defects or non-conformities within a commercially reasonable time once given written notice by Service Recipient of a description and the nature of such defects or non-conformities. Service Recipient's remedy for such defects or non-conformities is solely repair or replacement by Service Provider as provided in Paragraph 13, and, in any event, shall not exceed the costs paid by Service Recipient for the Services hereunder.
 - d. The failure of Service Recipient to appropriate sufficient funds in any year covered by this Agreement, for any reason, will automatically terminate this Agreement.
5. **Proprietary Rights.** Service Recipient acknowledges and agrees that all corrected or replacement software, Code and associated documentation remain the sole and exclusive Intellectual Property of Service Provider. Service Recipient further agrees that corrected or replacement software and associated documentation shall be delivered by Service Provider only after Service Recipient executes a subsequent limited license agreement with provider governing its use, unless Service Provider, at its option, waives this requirement for execution of a subsequent license agreement.
6. **Modifications by Service Recipient Excluded.** Service Provider shall not be obligated to provide Services pursuant to this Agreement with respect to any modifications of its Intellectual Property made by Service Recipient or any third party on behalf of Service Recipient, or to any computer program incorporating all or any part of such Intellectual Property, without Service Provider's written consent. Unauthorized alteration or modification of Service Provider's Intellectual Property is grounds for immediate termination of this Agreement. If Service Provider corrects defects or problems attributable to errors made by Service Recipient or corrections or modifications made by a third party, Service Recipient agrees to pay Service Provider for said services at Service Providers then-current standard rates for time and material as set out at Section 8(c) below.
7. **Fees and Payment for Limited License and Services.** In consideration of the Services to be performed by the Service Provider and the limited in time and use revocable license (the "License") granted hereunder to the use of the Software program(s) for so long as the Agreement is in effect, Service Recipient agrees to compensate Service Provider as follows:

a. Compensation. The fee due for Services and the License provided by Service Provider under this Agreement shall be \$9,000.00 annually for each 1-year Term or Renewal Term, payable within thirty (30) days of the Effective Date of this Agreement or of the date of renewal of this Agreement. The License permits more than one user of the Services, as may be determined by Service Recipient and approved by Service Provider. This license and service fee shall not increase more than 5% from the previous year.

b. All Compensation by Service Recipients Is Made Payable to:

Constructive Analytics, LLC
PO BOX 325
Menasha, WI. 54952

c. Fees for Additional Services. Any additional services not specified in this Agreement and provided by Service Provider to Service Recipient (“Additional Services”) will be charged on an hourly rate basis at Service Provider’s standard hourly rate of EIGHTY-FIVE AND 00/100 DOLLARS (\$85.00) per hour. All out of pocket expenses will be charged to Service Recipient for Additional Services. All payments due under this Section 8(c) shall be paid within thirty (30) days of the date of Service Provider’s invoice.

8. **Taxes.** Service Recipient shall be responsible for all sales or use taxes or any other taxes, fees, or duties imposed by federal, state, local, or other governments or governmental entities on or with respect to the Services rendered or products provided by Service Provider pursuant to this Agreement.

9. **General Warranty; Waiver of Warranties; Limitation of Liability.** Service Provider shall provide the Services and its obligations under this Agreement in a timely and workmanlike manner, using knowledge and recommendations for performing the Services which meet generally acceptable standards in Service Provider’s community and region, and will provide a standard of care equal or superior to those used by other providers similar to Service Provider on similar projects. Unless expressly stated herein, Service Provider shall not be liable to Service Recipient or anyone claiming by, through, or under Service Recipient for any error of judgment, or mistake of law or for any loss, or any claim whatsoever, except a loss resulting from willful malfeasance, bad faith or gross negligence on the part of Service Provider. SERVICE PROVIDER MAKES NO ADDITIONAL WARRANTIES WITH RESPECT TO THE SERVICES OR PRODUCTS SOLD HEREUNDER, WHETHER EXPRESS OR IMPLIED. ANY IMPLIED WARRANTY OF MERCHANTABILITY, ANY IMPLIED WARRANTY THAT THE SERVICES OR PRODUCTS ARE FIT FOR A PARTICULAR PURPOSE, AND ALL OTHER WARRANTIES NOT EXPRESSLY STATED HEREIN ARE HEREBY DISCLAIMED.

10. **Limitation of Liability.** Subject to any limitations contained in Sec. 893.80 and any similar statute of the Wisconsin Statutes, notwithstanding any other provision of this Agreement, THE TOTAL LIABILITY, IN THE AGGREGATE, OF SERVICE PROVIDER AND SERVICE PROVIDER’S OFFICERS, DIRECTORS, EMPLOYEES, AND AGENTS TO SERVICE RECIPIENT FOR ANY AND ALL CLAIMS, LOSSES, COSTS OR DAMAGES WHATSOEVER ARISING OUT OF, RESULTING FROM OR IN ANY WAY RELATED TO THE SERVICES OR PRODUCTS PROVIDED BY SERVICE PROVIDER, AS PERMITTED BY THIS AGREEMENT, SHALL NOT EXCEED THE AMOUNTS ACTUALLY RECEIVED BY SERVICE PROVIDER FROM SERVICE RECIPIENT. NOTWITHSTANDING ANY OTHER PROVISION, SERVICE PROVIDER AND SERVICE PROVIDER’S OFFICERS, DIRECTORS, EMPLOYEES, AND AGENTS SHALL NOT BE LIABLE TO SERVICE RECIPIENT FOR ANY SPECIAL, INCIDENTAL, INDIRECT, PUNITIVE, CONSEQUENTIAL OR OTHER DAMAGES WHATSOEVER OR SERVICE RECIPIENT’S ATTORNEYS’ FEES, COSTS AND EXPENSES FOR ANY REASON.

11. **Default.** In addition to any circumstances described in any other provision of this Agreement, including but not limited to Section 4., the occurrence of any of the following shall constitute a “Material Default” under this Agreement resulting in immediate termination of the Agreement:

- a. Service Recipient’s failure to make a payment when due;
- b. The insolvency or bankruptcy of either Party;
- c. The subjection of any of either Party’s property to any levy, seizure, general assignment for the benefit of creditors, application or sale for or by any creditor or government agency;
- d. The failure to make available or deliver Services timely and in a manner provided for in this Agreement; and
- e. Any other Material Default or breach of the terms hereof or any breach of warranty of a Party to the extent that the Defaulting Party has not cured such breach within a commercially reasonable period, not to exceed sixty (60) days.

12. **Remedies.**

a. **Service Provider’s Remedy.** In addition to any and all other rights Service Provider may have available according to law or in equity, if Service Recipient defaults by failing to substantially perform any provision, term or condition of this Agreement, or as set forth in Section 7 (including without limitation, the failure to make a monetary payment when due), Service Provider may immediately terminate the Agreement by providing written notice to Service Recipient, subject to the following: (1) This notice shall describe with sufficient detail the nature of the default; (2) Service Recipient shall have fifteen (15) business days from the date of such notice to cure the default(s); and (3) Unless waived by Service Provider, the failure to cure the default(s) within such time shall result in the automatic termination of this Agreement or suspension of Services until cure is effected, at the sole discretion of Service Provider. Notwithstanding the foregoing, in addition to any other right or remedy provided by law or equity, if Service Recipient fails to pay for the Services when due, Service Provider has the option to treat such failure to pay as a material breach of this Agreement, and may terminate, cancel and rescind this Agreement and seek all other adequate and available legal and equitable remedies.

b. **Service Recipient’s Sole Remedy.** In addition to any and all other rights Service Recipient may have available according to law or in equity, if Service Provider defaults by failing to substantially perform any provision, term or condition of this Agreement, Service Recipient may immediately terminate the Agreement by providing written notice to Service Provider, subject to the following: (1) This notice shall describe with sufficient detail the nature of the default; (2) Service Provider shall have fifteen (15) business days from the date of such notice to cure the default(s); and (3) Unless waived by Service Provider, the failure to cure the default(s) within such time shall result in the automatic termination of this Agreement or suspension of Services until cure is effected, at the sole discretion of Service Recipient.

13. **Force Majeure.** If performance of this Agreement or any obligation under this Agreement is prevented, restricted, or interfered with by causes beyond a Party’s reasonable control, and if the Party that is unable to carry out its obligations provides the other Party prompt written notice of such events, then the obligations of the Party invoking this provision shall be suspended to the extent necessary by such event (“Force Majeure”). The term Force Majeure shall include, without limitation, acts of God, fire, explosion, vandalism, storm or other similar occurrence, orders or acts of military or civil authority, or by national emergencies, insurrections, riots, or wars, for strikes, lockouts, work stoppages, or other labor disputes, or supplier failures. The excused Party shall use reasonable efforts under the circumstances to avoid or remove such causes of nonperformance and shall proceed to perform with reasonable dispatch whenever such causes are removed or ceased. Any act or omission

shall be deemed within the reasonable pitfall of a Party committed, omitted, or caused by such Party, or its employees, officers, agents, or affiliates.

14. **Insurance.** Prior to commencing Services, Service Provider, at its costs and expense, shall furnish Service Recipient with a Certificate of Insurance indicating proof of the following insurance from insurer's licensed in the State of Wisconsin:

- a. Workers' Compensation. Amounts as required by law plus Employers' Liability Insurance, with a limit of not less than \$100,000 per incident.
- b. Comprehensive or Commercial General Liability Insurance with a minimum limit of \$1,000,000 per occurrence/\$1,000,000 aggregate combined Single Limit for bodily harm or property damage. This insurance shall include but not be limited to, the following coverages: (i) Premises—Operations; (ii) Products and Completed Operations; (iii) Broad Form Property Damage; (iv) Contractual coverages; and (v) Personal injury.
- c. Automobile Liability. \$1,000,000 for bodily injury and property damage per occurrence limit covering all vehicles to be used in relationship to the Agreement.
- d. Professional Liability Insurance, to the extent applicable with a minimum limit of \$1,000,000 per occurrence/\$1,000,000 aggregate. If such policy is a "claims made" policy, all renewals thereof during the life of the Agreement shall include "prior acts coverage" covering at all times all claims made with respect to Service Provider's work performed under this Agreement. This Professional Liability coverage must be kept in full force for a period of six (6) years after the services have been accepted by the Service Recipient.
- e. Umbrella Liability. One Million (\$1,000,000) for bodily injury, personal injury and property damage per occurrence in excess of coverage carried for Employer's liability, Commercial General Liability, and Automobile Liability.
- f. Certificate of Service. The Certificate of Insurance shall list the Certified Holder as an "Additional Insured" at the following address:

Service Recipient:

City of Menasha, 100 Main Street, Suite 200, Menasha, Wisconsin 54952

Attn: Jennifer Sassman, Finance Director (Department Head for IT Department)

- g. Such insurance shall include, under the General Liability Policies, the Service Recipient, its employees, elected officials, officers, representatives and members of its boards and/or commissions as "Additional Assureds." Such Certificate of Insurance shall include a thirty-(30) day written notice prior to cancellation or material policy change, which notice shall be given to Service Recipient at the above address. All of the coverages, limits, and conditions are required unless waived in writing by the Services Recipient's insurance officer.

15. **Discrimination.** During the Term of this Agreement, Service Provider agrees not to discriminate against any person, whether a recipient of services (actual or potential), an employee, or any applicant for employment on the basis of race, religion, sex, handicap, national origin, cultural differences, sexual preference, marital status, or physical appearance. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay or any other form of compensation. The Service Provider agrees to post in conspicuous places, available to all employees and applications for employment, notices setting forth the provisions of this Section 16 and Section 17 as they relate to affirmative action and nondiscrimination.

16. **Affirmative Action.** Service Provider may be required, at the request of Service Recipient, to file an Affirmative Action Plan with the Service Recipient if the Service Provider receives \$10,000 in annual aggregate contracts or other such consideration of comparable work, and the Service Provider

has ten (10) or more employees. Such plan must be filed within fifteen (15) days of the Effective Date of this Agreement, and failure to do so by said date shall constitute grounds for immediate termination of this Agreement.

17. **Equal Opportunity Employer.** Service Provider shall, in all solicitations for employment placed on Service Provider's behalf, state that Service Provider is an "Equal Opportunity Employer."
18. **Compliance Information.** Service Provider agrees to permit Service Recipient the right to inspect, during normal business hours and upon forty-eight (48) hours' prior notice, all information and reports required by the Service Recipient as they relate to affirmative action and nondiscrimination, which may include any books, records or accounts deemed appropriate to determine such compliance.
19. **Service Provider's Legal Status.** Service Provider warrants that it has complied with all necessary requirements to do business in the State of Wisconsin, that the persons executing this Agreement on its behalf are authorized to do so and, if a corporation or limited liability company, that the name and address of the Service Provider's registered agent is as set forth opposite the heading REGISTERED AGENT below. Service Provider shall notify Service Recipient immediately, in writing, of any change of its registered agent, his or her address, and the Service Provider's legal status.
20. **Assignment.** This Agreement is personal to both Parties and neither shall assign any interest, right or obligation in this Agreement, nor shall any Party transfer any interest, right or obligation, whether by assignment or novation, without the prior written consent of the non-assigning Party, which shall not unreasonably be withheld.
21. **Entire Agreement.** This Agreement contains the entire agreement and understanding of the Parties, and there are no other promises or conditions in any other agreement, whether oral or written, digital or non digital, concerning the subject matter of this Agreement. This Agreement supersedes any prior and contemporaneous written or oral agreements between the Parties not stated herein.
22. **Binding Effect.** This Agreement shall bind and benefit the parties and their respective personal and legal representatives, heirs, successors and permitted assigns.
23. **Notice.** Any notice or communication required or permitted under this Agreement shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth below or to such other address as one party may have furnished to the other in writing.

To Service Provider:
Constructive Analytics, LLC
PO BOX 325
Menasha, WI. 54952

To Service Recipient:

City of Menasha
Attn: Jennifer Sassman, Finance Director (Department Head for IT Department)
100 Main Street, Suite 200
Menasha, Wisconsin 54952

24. **Waiver of Contractual Right.** The failure of either Party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that Party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

25. **Independent Contractor.** Each Party acknowledges that each is an independent contractor in relation to the other, and is neither an agent, partner, joint-venturer, employee nor employer of the other Party in the performance of this Agreement. More specifically, Service Provider is not acting in any capacity as an employee of Service Recipient under this Agreement even though the case may be that the Sole Member of Service Provider is individually employed by Service Recipient as an employee. Even if such is the case, Service Recipient is not acting as an employer of Service Provider, and Service Provider is an independent contractor under this Agreement. The provisions in relation to Service Provider retaining all of its Intellectual Property created and owned by Service Provider to be used, developed or in relation to this Agreement shall be fully enforced as between the Parties as provided in this Agreement. One Party shall have no authority to bind or otherwise obligate the other Party in any manner, nor shall a Party represent to anyone that it has a legal right to do so.
26. **Assignment.** Neither Party may assign or transfer this Agreement without the prior written consent of the non-assigning Party, which approval shall not be unreasonably withheld.
27. **Governing Law; Jurisdiction.** This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of Wisconsin, exclusive of Wisconsin's conflict of laws provisions. Any and all claims, questions or disputes regarding the interpretation, performance and enforceability of this Agreement, the rights and remedies of the Parties hereunder, and all related actions or counterclaims shall be initiated and or prosecuted exclusively in Winnebago County Circuit Court, Oshkosh, Wisconsin. The Parties further agree to submit to the jurisdiction of said courts.
28. **Severability.** Each provision of this Agreement shall be considered severable, and, if for any reason any provision or provisions of this Agreement are determined to be invalid and contrary to any existing or future law, the invalidity shall not affect or impair the operation of those portions of this Agreement that are valid, or the application of such provisions in situations in which they are not invalid.
29. **Authority.** Each Party warrants to the other Party that it has the authority to enter into this Agreement and that all necessary corporate or other approvals have been or will be obtained.
30. **CJIS Requirements.** In performing obligations under this Agreement, the Parties shall comply with all applicable security and confidentiality requirements, including but not limited to the FBI Criminal Justice Information Services (CJIS) Security Policy, Version 6.0.0. Each Party shall maintain a security posture sufficient to protect Criminal Justice Information (CJI) and Personally Identifiable Information (PII) against unauthorized access, disclosure, or compromise. Each Party acknowledges that access to CJI, PII, and any other protected information under this Agreement imposes strict obligations of confidentiality and security. The Parties shall implement and maintain administrative, technical, and physical safeguards that meet or exceed the requirements set forth in the CJIS Security Policy, the CJIS Management Control Agreement, and all applicable federal, state, and local laws and regulations. All protected information shall be accessed, used, stored, transmitted, and destroyed solely for purposes authorized under this Agreement, utilizing minimum necessary access and adhering to the principle of least privilege. Encryption shall be applied to all protected data at rest and in transit. Access to protected information shall be restricted to personnel who have successfully completed background screening and have received security awareness training compliant with CJIS Security Policy standards within six (6) months of assignment and annually thereafter. Any costs for said training shall be borne by Service Recipient. Each Party shall promptly report any actual or suspected unauthorized access, use, disclosure, or breach of protected information to the other Party and to any applicable authorities, and shall cooperate fully in any related investigation, mitigation, and remediation efforts. Unauthorized access, use, or disclosure of protected information shall constitute a material breach of this Agreement and may result in immediate termination, civil damages, criminal penalties, and any other remedies available at law or in equity.

[Signatures on following page]

IN WITNESS WHEREOF, Service Provider and Service Recipient have executed and delivered this Agreement on the date first above written.

Service Provider:

CONSTRUCTIVE ANALYTICS, LLC

By: Nick Oleszak, Registered Agent

Service Recipient:

CITY OF MENASHA

By: Austin Hammond, Mayor

And: Kaija Snyder, City Clerk

I hereby certify that the necessary provisions have been made to pay the liability which will accrue under this contract.

By: Jennifer Sassman, City Comptroller

Approved as to Form:

By: Margaret J. Struve, City Attorney

AP Check Register

Check Date: 2/16/2026

<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>
APPLETON SCHOOL DISTRICT	89830	2/16/2026	TAX SETTLEMENT	100-0000-203.05-00	363,517.54	PROPERTY TAX COLLECTIONS
			Total for check: 89830		363,517.54	
AT&T MOBILITY	89831	2/16/2026	287358197660	100-0801-521.22-01	324.31	SQUAD WIRELESS POLICE
		2/16/2026	287363863468	100-0702-552.22-01	119.80	PARK LOCATION CAMERAS PARKS
				100-0801-521.22-01	59.90	INTERSECTION CAMERAS POLICE
			Total for check: 89831		504.01	
CALUMET COUNTY TREASURER	89832	2/16/2026	TAX SETTLEMENT	100-0000-203.01-00	257,097.83	PROPERTY TAX COLLECTIONS
			Total for check: 89832		257,097.83	
FOX VALLEY TECHNICAL COLLEGE	89833	2/16/2026	TAX SETTLEMENT	100-0000-203.04-00	237,427.38	PROPERTY TAX COLLECTIONS
			Total for check: 89833		237,427.38	
WI DEPARTMENT OF NATURAL RESOURCES	89834	2/16/2026	2972	625-0706-561.30-18	320.20	TREES
			Total for check: 89834		320.20	
MENASHA JOINT SCHOOL DISTRICT	89835	2/16/2026	TAX SETTLEMENT	100-0000-203.03-00	2,763,809.26	PROPERTY TAX COLLECTIONS
			Total for check: 89835		2,763,809.26	
WINNEBAGO COUNTY TREASURER	89836	2/16/2026	TAX SETTLEMENT	100-0000-203.02-00	823,629.68	PROPERTY TAX COLLECTIONS
			Total for check: 89836		823,629.68	
					4,446,305.90	

AP Check Register

Check Date: 2/19/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	89837	2/19/2026	2601469	731-1022-541.30-18	198.18	DRILL SUPPLIES
		2/19/2026	2601664	731-1022-541.30-18	19.00	FLAT WASHER
		2/19/2026	2601697	731-1022-541.30-18	120.23	CABLE TIES, MINI FUSE, WEATHER PACKS
	Total for check: 89837					337.41
AIRGAS USA LLC	89838	2/19/2026	9168792920	731-1022-541.30-15	2,900.00	PLASMA CUTTER
		2/19/2026	9168836085	731-1022-541.30-18	300.95	SHOP SUPPLIES
	Total for check: 89838					3,200.95
AMAZON CAPITAL SERVICES	89839	2/19/2026	136P-3M74-HNMD	100-0801-521.30-18	45.39	ENVELOPES, COTTON SWABS, BAGS
		2/19/2026	1D3Y-36GV-HGYQ	100-0203-512.30-18	17.77	LICENSE ENVELOPES-CLERK
				100-0702-552.30-10	19.57	FILE ORGANIZER-PR
		2/19/2026	1KH1-VNK7-49R9	100-0801-521.30-10	43.68	WALL FILE ORGANIZER
		2/19/2026	1MY9-6XX4-VG9N	100-0301-523.30-18	4.38	BATTERIES FOR COM DEV
		2/19/2026	1WVR-GFLX-4QMJ	100-0802-521.30-18	113.64	HAND WARMERS
Total for check: 89839					244.43	
APPLETON NAIL NURSE LLC	89840	2/19/2026	NAIL APPTS-FEB	100-0920-531.20-05	480.00	NAIL APPOINTMENTS-FEB
	Total for check: 89840					480.00
ASSOCIATED APPRAISAL CONSULTANTS	89841	2/19/2026	184622	100-0402-513.21-09	153.96	INTERNET POSTING-PARCELS
					7,083.33	FEBRUARY ASSESSMENT SVCS
				100-0402-513.30-11	45.14	POSTAGE
Total for check: 89841					7,282.43	
AUTOMATED COMFORT CONTROLS	89842	2/19/2026	39875	100-0501-522.24-03	1,645.69	PREVENTATIVE MAINTENANCE P.D.
				100-0801-521.20-04	1,645.69	PREVENTATIVE MAINTENANCE P.D.
		2/19/2026	39876	731-1022-541.20-04	2,600.84	PREVENTATIVE MAINTENANCE PUBLIC WORKS FACILITY
		2/19/2026	39877	100-0920-531.24-03	73.58	PREVENTATIVE MAINTENANCE SENIOR CENTER
		2/19/2026	39878	100-0703-553.24-03	415.38	PREVENTATIVE MAINTENANCE MEMORIAL BUILDING

AP Check Register

Check Date: 2/19/2026

<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>
AUTOMATED COMFORT CONTROLS...	89842...	2/19/2026	39879	100-0601-551.24-03	242.89	PREVENTATIVE MAINTENANCE LIBRARY
			Total for check: 89842		6,624.07	
BARR RACKING LLC	89843	2/19/2026	11288	100-0801-521.24-03	100.00	BEAM RACKING-GARAGE
			Total for check: 89843		100.00	
BMI	89844	2/19/2026	63041188	100-0702-552.32-01	459.00	ANNUAL FEE
			Total for check: 89844		459.00	
BOBCAT PLUS	89845	2/19/2026	IA22349	731-1022-541.38-02	315.96	BOBCAT PARTS
				731-1022-541.38-03	185.87	BOBCAT PARTS
			Total for check: 89845		501.83	
CALUMET COUNTY REGISTER OF DEEDS	89846	2/19/2026	RECORDING FEE	263-0306-562.21-08	30.00	SATISFACTION OF MORTGAGE 1871 NATURES WAY
			Total for check: 89846		30.00	
CALUMET COUNTY REGISTER OF DEEDS	89847	2/19/2026	RECORDING FEE	263-0306-562.21-08	30.00	SATISFACTION OF MORTGAGE 1871 NATURES WAY
			Total for check: 89847		30.00	
CALUMET COUNTY REGISTER OF DEEDS	89848	2/19/2026	RECORDING FEE	263-0306-562.21-08	30.00	SATISFACTION OF MORTGAGE 1871 NATURES WAY
			Total for check: 89848		30.00	
CHARTER COMMUNICATIONS	89849	2/19/2026	095528601020126	100-0101-511.22-01	3.44	PHONE BILL-MAYOR
				100-0201-512.22-01	2.18	PHONE BILL-ATTORNEY
				100-0202-512.22-01	5.51	PHONE BILL-PERSONNEL
				100-0203-512.22-01	4.53	PHONE BILL-CLERK
				100-0301-523.22-01	4.97	PHONE BILL-BUILD INSPECT
				100-0304-562.22-01	8.15	PHONE BILL-COM DEV
				100-0401-513.22-01	10.99	PHONE BILL-FINANCE
				100-0402-513.22-01	2.24	PHONE BILL-ASSESSOR

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CHARTER COMMUNICATIONS...	89849...	2/19/2026...	095528601020126...	100-0502-522.22-01	13.65	PHONE BILL-EOC
				100-0601-551.22-01	57.94	PHONE BILL-LIBRARY
				100-0702-552.22-01	9.22	PHONE BILL-RECREATION
				100-0703-553.22-01	15.48	PHONE BILL-PARKS
				100-0704-552.22-01	4.81	PHONE BILL-POOL
				100-0801-521.22-01	85.44	PHONE BILL-POLICE
				100-0903-531.22-01	16.72	PHONE BILL-HEALTH
				100-0920-531.22-01	4.49	PHONE BILL-SENIOR CTR
				100-1001-514.22-01	24.66	PHONE BILL-CITY HALL
				100-1002-541.22-01	14.36	PHONE BILL-ENGINEERING
				100-1008-541.22-01	1.30	PHONE BILL-SIGN
				207-0000-123.00-00	9.15	PHONE BILL-MARINA
				731-1022-541.22-01	8.85	PHONE BILL-GARAGE
				743-0403-513.22-01	5.23	PHONE BILL-I.T.
Total for check: 89849					313.31	
CINTAS	89850	2/19/2026	4258748574	731-1022-541.20-01	187.67	CLEANING SUPPLIES, MATS
				731-1022-541.30-15	612.82	CLEANING SUPPLIES, MATS
		2/19/2026	4259521890	731-1022-541.20-01	187.67	UNIFORMS, MATS
		Total for check: 89850				
CIVICPLUS LLC	89851	2/19/2026	356740	743-0403-513.24-04	15,141.00	CIVIC CLERK SOFTWARE
				Total for check: 89851		
COMPASS MINERALS AMERICA	89852	2/19/2026	1616722	100-1006-541.30-15	7,682.02	SALT FOR ROADS
		2/19/2026	1617719	100-1006-541.30-15	1,862.23	SALT FOR ROADS
		2/19/2026	1618969	100-1006-541.30-15	1,950.90	SALT FOR ROADS
		2/19/2026	1620358	100-1006-541.30-15	3,934.72	SALT FOR ROADS
		Total for check: 89852				

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SHANE DEGROOT	89853	2/19/2026	50087005	100-0000-121.01-00	103.26	OVERPAYMENT TAXES SHANE DEGROOT
			Total for check: 89853		103.26	
ENERGITECH	89854	2/19/2026	181210	731-1022-541.24-04	428.41	AIR COMPRESSOR MAINT.
			Total for check: 89854		428.41	
EZ GLIDE GARAGE DOORS AND OPENERS	89855	2/19/2026	0193127-IN	731-1022-541.24-03	2,689.90	GARAGE DOOR SERVICE, SPRINGS
			Total for check: 89855		2,689.90	
FACTORY MOTOR PARTS CO	89856	2/19/2026	18-2343012	731-1022-541.38-03	85.02	LUBE FILTERS, ENGINE OIL
			Total for check: 89856		85.02	
FASTENAL COMPANY	89857	2/19/2026	WIAPP383972	470-0703-553.80-05	5,231.14	NUTS, BOLTS PR-2026-006
			Total for check: 89857		5,231.14	
FERRELLGAS	89858	2/19/2026	1132626557	731-1022-541.30-18	138.56	PROPANE
			Total for check: 89858		138.56	
LUZERO FIERRO	89859	2/19/2026	RENTAL DEP REFD	100-0000-201.11-00	80.00	RENTAL SECURITY DEPOSIT REFUND
			Total for check: 89859		80.00	
FOX VALLEY TECHNICAL COLLEGE	89860	2/19/2026	SPINV031936	100-0801-521.19-03	4.50	STUDENT ACCID. INSURANCE P.D.
			Total for check: 89860		4.50	
GANNETT WISCONSIN MEDIA #1014	89861	2/19/2026	PC0076844	100-1001-514.32-02	219.41	POST CRESCENT SUBSCRIPT.
			Total for check: 89861		219.41	
GREAT BIG GRAPHICS LLC	89862	2/19/2026	11588	100-0301-523.30-18	77.00	BUSINESS CARDS FOR WES GRUBE

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GREAT BIG GRAPHICS LLC...	89862...	2/19/2026	11589	100-0301-523.30-18	77.00	BUSINESS CARDS FOR WARREN DUCAT
			Total for check: 89862		154.00	
JOE'S POWER CENTER	89863	2/19/2026	208459	731-1022-541.38-03	314.40	AIR FILTERS/KITS
			Total for check: 89863		314.40	
JOMAR QSUB INC DBA ROAD EQUIPMENT	89864	2/19/2026	2600956478	731-1022-541.38-03	768.66	BRAKE DRUM (2)
		2/19/2026	2600962173	731-1022-541.38-03	627.68	BRAKE PARTS
			Total for check: 89864		1,396.34	
JT ENGINEERING INC	89865	2/19/2026	250126-6	470-0703-553.80-05	5,628.88	HIGH CLIFF CONNECT DESIGNPR-2027-005
			Total for check: 89865		5,628.88	
JX ENTERPRISES INC	89866	2/19/2026	24137117P	731-1022-541.38-03	62.40	LED LIGHT (3)
			Total for check: 89866		62.40	
KIWI BREACHING PRODUCTS LLC	89867	2/19/2026	3296	100-0901-515.30-18	1,950.00	TACTICAL BREACHING SUPPLY1/2 CVMIC
			Total for check: 89867		1,950.00	
KLINK HYDRAULICS LLC	89868	2/19/2026	TV249	731-1022-541.38-03	6.87	DIAGNOSTIC PLUG
			Total for check: 89868		6.87	
MACQUEEN	89869	2/19/2026	P41208	731-1022-541.38-03	208.40	BELT, IMPELLER BEARING, AIR CYLINDER
		2/19/2026	P41221	731-1022-541.38-03	51.82	BELT, IMPELLER BEARING
			Total for check: 89869		260.22	
MATTHEWS TIRE INC	89870	2/19/2026	100673	731-1022-541.38-02	251.63	TIRE SERVICE

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MATTHEWS TIRE INC...	89870...	2/19/2026	100681	731-1022-541.38-02	184.00	TIRE SERVICE
			Total for check: 89870		435.63	
MENARDS-APPLETON EAST	89871	2/19/2026	89886	470-0703-553.80-05	12.39	HEXNUT PR-2026-006
			Total for check: 89871		12.39	
MENASHA NEENAH MUNICIPAL COURT	89872	2/19/2026	REPORT #25-0065	100-0000-201.03-00	900.00	REPORT #25-0065, 25-0095,25-0096
		2/19/2026	REPORT #25-0079	100-0000-201.03-00	322.80	REPORT #25-0079, 25-0080
		2/19/2026	REPORT #25-3914	100-0000-201.03-00	237.00	REPORT #25-3914
		2/19/2026	REPORT #26-0012	100-0000-201.03-00	148.80	REPORT #26-0012
			Total for check: 89872		1,608.60	
MENASHA UTILITIES	89873	2/19/2026	MENASHA UTIL.	100-0000-123.00-00	918.80	12/31/25-01/30/26-ELEC
					341.01	12/31/25-01/30/26-WAT/SEW
					77.69	12/31/25-01/30/26-STORM
					11.57	12/31/25-01/30/26-ELEC
					13.21	12/31/25-01/30/26-ELEC
			100-0304-562.22-03		13.61	12/31/25-01/30/26-ELEC
			100-0305-562.22-03		27.96	12/31/25-01/30/26-ELEC
			100-0305-562.22-06		4.18	12/31/25-01/30/26-STORM
			100-0601-551.22-03		2,369.01	12/31/25-01/30/26-ELEC
			100-0601-551.22-05		560.03	12/31/25-01/30/26-WAT/SEW
			100-0601-551.22-06		173.47	12/31/25-01/30/26-STORM
			100-0703-553.22-03		1,601.22	12/31/25-01/30/26-ELEC
			100-0703-553.22-05		1,414.11	12/31/25-01/30/26-WAT/SEW
			100-0703-553.22-06		1,712.78	12/31/25-01/30/26-STORM
			100-0704-552.22-03		354.32	12/31/25-01/30/26-ELEC
			100-0704-552.22-05		639.60	12/31/25-01/30/26-WAT/SEW
			100-0801-521.22-03		1,285.35	12/31/25-01/30/26-ELEC
			100-0801-521.22-05		470.92	12/31/25-01/30/26-WAT/SEW
			100-0801-521.22-06		107.28	12/31/25-01/30/26-STORM
			100-0920-531.22-03		318.57	12/31/25-01/30/26-ELEC
			100-0920-531.22-05		142.77	12/31/25-01/30/26-WAT/SEW

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MENASHA UTILITIES...	89873...	2/19/2026...	MENASHA UTIL....	100-1001-514.22-03	104.39	12/31/25-01/30/26-ELEC			
				100-1008-541.22-03	584.85	12/31/25-01/30/26-ELEC			
				100-1008-541.22-05	16.68	12/31/25-01/30/26-WAT/SEW			
				100-1012-541.22-03	487.68	12/31/25-01/30/26-ELEC			
				100-1013-541.22-03	77.35	12/31/25-01/30/26-ELEC			
				100-1013-541.22-06	73.15	12/31/25-01/30/26-STORM			
				100-1019-552.22-03	22.66	12/31/25-01/30/26-ELEC			
				207-0707-552.22-03	307.23	12/31/25-01/30/26-ELEC			
				207-0707-552.22-05	229.84	12/31/25-01/30/26-WAT/SEW			
				207-0707-552.22-06	42.85	12/31/25-01/30/26-STORM			
				501-0304-562.22-03	110.58	12/31/25-01/30/26-ELEC			
				501-0304-562.22-05	50.04	12/31/25-01/30/26-WAT/SEW			
				501-0304-562.22-06	285.29	12/31/25-01/30/26-STORM			
				601-1020-543.22-03	421.95	12/31/25-01/30/26-ELEC			
				731-1022-541.22-03	2,579.93	12/31/25-01/30/26-ELEC			
				731-1022-541.22-05	2,284.95	12/31/25-01/30/26-WAT/SEW			
				731-1022-541.22-06	1,629.16	12/31/25-01/30/26-STORM			
				2/19/2026		MENASHA UTILITY	100-0703-553.22-05	13.40	12/31/25-01/30/26-WAT/SEW
							100-0703-553.22-06	122.27	12/31/25-01/30/26-STORM
						Total for check: 89873			22,001.71
MGD INDUSTRIAL CORP	89874	2/19/2026	244627	731-1022-541.38-03	194.90	TAPE, PARTS			
				Total for check: 89874			194.90		
MORTON SAFETY	89875	2/19/2026	236699	100-0901-515.30-18	339.80	X-PLORE FILTER (10) 1/2 CVMIC			
				Total for check: 89875			339.80		
MSA	89876	2/19/2026	025976	470-0703-553.80-05	31,200.00	JEFF PARK POOL PLANNING/ DEISGN, PO-2026-001			
				Total for check: 89876			31,200.00		

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MUCKROCK NEWS	89877	2/19/2026	REFUND	100-0000-441.05-00	94.50	REFUND FOR VIDEOS UNABLE TO PROVIDE (9)
			Total for check: 89877		94.50	
NICOLE MUELLER	89878	2/19/2026	REFUND	100-0000-441.25-00	10.00	GYMNASTICS EVENT REFUND
			Total for check: 89878		10.00	
N&M AUTO SUPPLY	89879	2/19/2026	854702	731-1022-541.38-03	59.67	ECHLIN ACCESSORY RELAY
		2/19/2026	854768	731-1022-541.30-18	9.66	DRAIN PAN (3)
			Total for check: 89879		69.33	
NEENAH PARKS & RECREATION DEPT	89880	2/19/2026	MPP202604	100-0702-552.20-03	50.00	2026 MUSEUM PASSPORT GIFT CONTRIBUTION
			Total for check: 89880		50.00	
CITY OF NEENAH	89881	2/19/2026	40262	255-0501-522.30-15	1,672.62	SWIFTWATER SUITS
					242.03	BOELK BOOTS
					242.03	RODRIGUEZ BOOTS
					135.71	PPE HELMET LINRS
				470-0501-522.30-15	1,606.06	FIRE HOSE
				470-0501-522.80-03	402.73	TAILGATE/BED STORAGE
		2/19/2026	40274	470-0501-522.80-03	18,287.07	F400 TRUCK F-2026-003
					162,796.82	E32 TRUCK DOWNPAYMENT F-2026-004
			Total for check: 89881		185,385.07	
PACKER CITY INTL TRUCKS INC	89882	2/19/2026	X103161901:01	731-1022-541.38-03	249.84	OIL FILTER, AIR FILTER, TARP STRAP, BRAKE CHAMBER
		2/19/2026	X103161961:01	731-1022-541.30-18	72.95	WASH RACK SUPPLIES
		2/19/2026	X103161970:01	731-1022-541.30-18	25.91	WASH RACK SUPPLIES
			Total for check: 89882		348.70	

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QUENCH USA INC	89883	2/19/2026	INV10142294	100-0801-521.30-18	99.00	WATER FLAVORING
			Total for check: 89883		99.00	
EVE RAUSCH	89884	2/19/2026	SCHOLARSHIP	822-0413-554.30-16	500.00	HATTIE F. MINOR SCHOLARSHIP
			Total for check: 89884		500.00	
RECDESK LLC	89885	2/19/2026	RD-002523	743-0403-513.24-04	120.00	PROCESSED REVENUE VARIABLE SURCHARGE
			Total for check: 89885		120.00	
ALIDA RHODE	89886	2/19/2026	REFUND	100-0000-201.08-00	5.95	JEFF PARK PAVILION CANCELRESERVATION REFUND
				100-0000-441.23-00	119.05	JEFF PARK PAVILION CANCELRESERVATION REFUND
			Total for check: 89886		125.00	
RICK'S AUTO GLASS INC	89887	2/19/2026	126040	731-1022-541.38-04	950.00	WINDSHIELD REPAIR
			Total for check: 89887		950.00	
SERVICE MOTOR COMPANY	89888	2/19/2026	P20881	731-1022-541.38-03	824.85	AUTO PARTS
			Total for check: 89888		824.85	
SERVICEMASTER BUILDING MAINTENANCE	89889	2/19/2026	48416	100-0801-521.20-01	1,966.00	JANITORIAL SERVICE MENASHA POLICE DEPT
			Total for check: 89889		1,966.00	
SMT MANUFACTURING & SUPPLY LLC	89890	2/19/2026	0087404-IN	731-1022-541.38-03	27.80	PARTS
			Total for check: 89890		27.80	
UNIFORM SHOPPE	89891	2/19/2026	14465	100-0801-521.19-02	199.90	SHIRT (2)
			Total for check: 89891		199.90	

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VIRTUAL ACADEMY	89892	2/19/2026	16398	743-0403-513.24-04	2,100.00	VIRTUAL ACADEMY TRAINING 3/11/26-3/11/27
			Total for check: 89892		2,100.00	
TERMINIX WIL-KIL	89893	2/19/2026	91612087	100-0801-521.20-07	180.53	PEST CONTROL MAINTENANCE MENASHA POLICE DEPT
		2/19/2026	91612246	100-0601-551.20-07	46.87	PEST CONTROL MAINTENANCE MENASHA LIBRARY
		2/19/2026	91612468	731-1022-541.20-07	98.03	PEST CONTROL MAINTENANCE PUBLIC WORKS FACILITY
		2/19/2026	91612541	100-0703-553.20-07	64.85	PEST CONTROL MAINTENANCE 640 KEYES ST
			Total for check: 89893		390.28	
WINNEBAGO COUNTY TREASURER	89894	2/19/2026	100187	204-0308-562.21-10	60.00	RECORDING FEES SATISFACTION OF MORTGAGE
		2/19/2026	33068	100-0805-521.25-01	102.92	INMATE STAYS-NOVEMBER
		2/19/2026	33171	743-0403-513.24-04	5,666.67	RMS MAINT. COST SHARING
			Total for check: 89894		5,829.59	
WINNEBAGO LIQUID WASTE	89895	2/19/2026	15706	100-0702-552.30-18	195.00	PORTABLE RESTROOM RENTAL SMITH PARK
			Total for check: 89895		195.00	
WIRTH + BAYNARD	89896	2/19/2026	686	733-0206-512.73-01	2,833.00	CIVIL RIGHTS CLAIM-ROTTA CLAIM #PR074820
			Total for check: 89896		2,833.00	
WISCONSIN DEPT OF JUSTICE	89897	2/19/2026	L7101T	100-0801-521.21-06	84.00	TIME TRANSACTIONS -JANUARY
			Total for check: 89897		84.00	
WISCONSIN DEPT OF TRANSPORTATION	89898	2/19/2026	395-0000414366	470-0703-553.80-05	0.96	HIGH CLIFF FEAS. STUDY
			Total for check: 89898		0.96	
WISCONSIN PARK & RECREATION ASSN	89899	2/19/2026	11371	100-0703-553.34-02	440.00	2026 ANNUAL CONFERENCE REGISTRATION-ADAM B.
			Total for check: 89899		440.00	

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ZEP SALES & SERVICE	89900	2/19/2026	9012398490	731-1022-541.30-18	576.41	SUPPLIES
			Total for check: 89900		<u>576.41</u>	
					<u>328,958.19</u>	

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ACCURATE	89901	2/26/2026	2601696	731-1022-541.38-03	1,522.04	BRAKE ASSEMBLY
		2/26/2026	2601768	731-1022-541.38-03	(11.24)	OIL SEAL CREDIT
	Total for check: 89901					1,510.80
AMAZON CAPITAL SERVICES	89902	2/26/2026	11WP-6K7N-9VQ6	100-0301-523.30-18	7.29	USB ADAPTERS
				100-0304-562.30-10	49.99	MEASURING WHEEL
		2/26/2026	19R7-VWXQ-GXPW	100-0401-513.30-10	158.49	OFFICE SUPPLIES
		2/26/2026	1V6X-C1V4-MM1X	100-0202-512.30-10	194.99	FILE FOLDERS
		2/26/2026	1VH6-X6GT-RJWW	100-0903-531.30-10	49.60	BATTERIES, FILE FOLDERS, ENVELOPE MOISTENER
		2/26/2026	1VJK-PRKG-GMQH	100-0801-521.29-04	20.99	FURNITURE EDGE GUARDS
		2/26/2026	1VQ3-RXR4-XJHH	100-0401-513.30-10	20.37	OFFICE SUPPLIES
Total for check: 89902					501.72	
AUTOMATED COMFORT CONTROLS	89903	2/26/2026	39966	100-0501-522.24-03	1,337.23	SEMI-ANNUAL BILLING SERVICE AGREEMENT
				100-0601-551.24-03	1,813.65	SEMI-ANNUAL BILLING SERVICE AGREEMENT
				100-0703-553.24-03	482.12	SEMI-ANNUAL BILLING SERVICE AGREEMENT
				100-0801-521.20-04	573.39	SEMI-ANNUAL BILLING SERVICE AGREEMENT
				100-0920-531.24-03	566.61	SEMI-ANNUAL BILLING SERVICE AGREEMENT
				2/26/2026	39967	100-0703-553.24-03
		2/26/2026	39971	731-1022-541.20-04	2,945.00	HVAC SERVICE AGREEMENT PUBLIC WORKS FACILITY
Total for check: 89903					8,956.28	
BAYCOM INC	89904	2/26/2026	EQUIPINV_060136	100-0801-521.30-12	21,675.00	SQUAD PC'S (5)
		2/26/2026	EQUIPINV_060557	470-0801-521.80-03	5,794.00	CAMERA EQUIPMENT
	Total for check: 89904					27,469.00
BENEFIT COORDINATORS CORP	89905	2/26/2026	BOLW7C	734-0416-513.21-06	2,758.71	MONTHLY FAHP FEE-FEB
					Total for check: 89905	

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
QUINN BUKOURICZ	89906	2/26/2026	REIMBURSEMENT	100-1002-541.34-03	251.00	CONFERENCE-2/11-2/12/26 MILES & MEALS REIMBURSE.
			Total for check: 89906		251.00	
CASCADE ENGINEERING	89907	2/26/2026	261005319	100-1016-543.30-15	720.00	GARBAGE/RECYCLING CARTS
			Total for check: 89907		720.00	
CELLCOM	89908	2/26/2026	721337	100-0201-512.22-01	34.21	PHONE BILL-ATTORNEY
				100-0203-512.22-01	34.21	PHONE BILL-CLERK
				100-0301-523.22-01	34.21	PHONE BILL-BUILD INSPECT
				100-0304-562.22-01	68.42	PHONE BILL-COM DEV
				100-0401-513.22-01	34.21	PHONE BILL-FINANCE
				100-0601-551.22-01	23.26	PHONE BILL -BUILDING SERVICES
					75.69	PHONE BILL-LIBRARY
				100-0702-552.22-01	183.94	PHONE BILL -PARK LOCATIONS
				100-0703-553.22-01	13.68	PHONE BILL -BUILDING SERVICES
					182.28	PHONE BILL-PARKS
				100-0801-521.22-01	15.74	PHONE BILL -BUILDING SERVICES
					932.93	PHONE BILL-POLICE
					(0.01)	PHONE BILL-POLICE
				100-0811-521.22-01	34.21	PHONE BILL -CODE ENFORCEMENT
				100-0904-531.22-01	34.21	PHONE BILL -ENVIRONMENTAL HEALTH
				100-0919-531.22-01	246.07	PHONE BILL-HEALTH
				100-1001-514.22-01	15.74	PHONE BILL -BUILDING SERVICES
				100-1002-541.22-01	148.79	PHONE BILL -ENGINEERING
				100-1008-541.22-01	12.43	PHONE BILL -STREET SIGNS
				100-1019-552.22-01	14.54	PHONE BILL-BRIDGES
				601-1020-543.22-01	8.19	PHONE BILL -SEWER TRUCK
				625-1002-541.22-01	49.60	PHONE BILL -ENGINEERING
				731-1022-541.22-01	136.84	PHONE BILL -CITY GARAGE
				743-0403-513.22-01	68.42	PHONE BILL-I.T.
			Total for check: 89908		2,401.81	
CINTAS	89909	2/26/2026	1906151793	100-0703-553.24-03	135.00	GLOVES

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CINTAS...	89909...	2/26/2026	4260204973	731-1022-541.20-01	160.14	CLEANING SUPPLIES, UNIFORMS
		2/26/2026	4260210669	100-0801-521.20-01	50.25	MATS
	2/26/2026	4260210718	100-0801-521.30-13	314.08	SOAP, TOILET TISSUE	
			100-0601-551.20-01	70.00	MATS	
			100-0601-551.30-13	360.20	SOAP, TOILET TISSUE	
Total for check: 89909					1,089.67	
CIVICPLUS LLC	89910	2/26/2026	363020	100-0405-513.21-08	38.00	MEETING RECORDING
						CLOSED CAPTIONING-JAN
Total for check: 89910					38.00	
COMPASS MINERALS AMERICA	89911	2/26/2026	1621310	100-1006-541.30-15	3,787.53	SALT FOR ROADS
		2/26/2026	1622267	100-1006-541.30-15	6,036.46	SALT FOR ROADS
		2/26/2026	1623138	100-1006-541.30-15	6,071.20	SALT FOR ROADS
		2/26/2026	1624034	100-1006-541.30-15	4,120.30	SALT FOR ROADS
		2/26/2026	1624982	100-1006-541.30-15	4,052.65	SALT FOR ROADS
		2/26/2026	1625769	100-1006-541.30-15	6,091.31	SALT FOR ROADS
		Total for check: 89911				
COMPLETE OFFICE OF WISCONSIN	89912	2/26/2026	77002	731-1022-541.30-10	10.25	CORRECTION TAPE
		2/26/2026	77006	100-1001-514.30-10	434.90	PAPER
		2/26/2026	78707	731-1022-541.30-10	15.39	BINDERS
		2/26/2026	79553	731-1022-541.30-10	17.91	NOTE PADS,PENS,CLIPBOARD
		2/26/2026	79561	731-1022-541.30-10	2.60	INDEX TABS
Total for check: 89912					481.05	
ELAN FINANCIAL SERVICES	89922	2/26/2026	0018	100-0601-551.30-16	303.75	READING PROGRAM LIBRARY
		2/26/2026	0044	100-0601-551.30-11	4.25	ILL POSTAGE LIBRARY
		2/26/2026	0054	100-0801-521.29-04	256.48	VEHICLE MAINTENANCE POLICE
		2/26/2026	0060	100-0801-521.29-04	1,301.92	VEHICLE MAINTENANCE POLICE
		2/26/2026	0104	100-0801-521.30-18	43.93	DEPARTMENT SUPPLIES POLICE
		2/26/2026	0120	100-0601-551.30-16	40.29	PROGRAMMING LIBRARY
		2/26/2026	0144	100-0811-521.34-02	450.00	CODE UPDATE TRAINING COMMUNITY DEVELOPMENT

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Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ELAN FINANCIAL SERVICES...	89922...	2/26/2026	0225	731-1022-541.30-18	259.80	SHOP SUPPLIES PUBLIC WORKS
		2/26/2026	0332	100-0703-553.34-02	539.98	TRAINING LODGING PUBLIC WORKS
		2/26/2026	0358	100-0601-551.30-16	17.53	PROGRAMMING LIBRARY
		2/26/2026	0415	100-0702-552.34-03	434.98	WRPA CONFERENCE HOTEL PARKS & REC
		2/26/2026	0633	100-0903-531.32-01	77.00	NURSING RENEWAL-DAHM HEALTH
		2/26/2026	0652	100-1002-541.30-12	32.95	MOUSE/KEYBOARD ENGINEERING
		2/26/2026	0749	100-0903-531.32-01	1.73	NURSING RENEWAL - PAULY HEALTH
		2/26/2026	0773	470-0801-521.82-01	119.95	GATE PARTS - POLICE PPF-2025-001
		2/26/2026	0882	100-0703-553.24-03	516.33	PARK BUILDING LOCKS PARKS & REC
				470-0703-553.82-02	1,032.67	PARK BUILDING LOCKS PARKS & REC
		2/26/2026	0897	100-0903-531.32-01	1.73	NURSING RENEWAL-PALMBACH HEALTH
		2/26/2026	0926	100-0801-521.34-03	870.62	TRANING LODGING POLICE
		2/26/2026	0935	100-0101-511.32-01	15.45	JASWI MEMBERSHIP MAYOR
		2/26/2026	0950	470-0801-521.82-01	240.36	GATE PARTS - POLICE PPF-2025-001
		2/26/2026	1013	100-0801-521.32-01	100.00	MEMBERSHIP DUES POLICE
		2/26/2026	1122	100-0401-513.30-10	14.33	LABELS FINANCE
		2/26/2026	1140	100-0601-551.30-14	13.70	ROKUS LIBRARY
		2/26/2026	1334	100-0601-551.30-16	37.97	PROGRAMMING LIBRARY
		2/26/2026	1343	100-0601-551.30-16	31.81	FACEBOOK PROMOTIONS LIBRARY
		2/26/2026	1370	743-0403-513.24-04	324.00	PROJECT MGMT SOFTWARE
		2/26/2026	1384	100-0903-531.21-12	19.75	TRANSLATION (SWAHILI) HEALTH
		2/26/2026	1535	100-0801-521.34-03	(174.75)	LODGING/TAX CREDIT POLICE
		2/26/2026	1800	824-0801-521.30-15	294.95	NICOLET BANK GRANT POLICE
		2/26/2026	1998	100-0401-513.21-03	113.20	1099 FILING FINANCE
		2/26/2026	2026	100-0601-551.30-16	198.79	SMITHWORKS SUPPLIES LIBRARY
		2/26/2026	2032	743-0403-513.30-15	104.50	CABLES IT
		2/26/2026	2053	100-0601-551.30-14	31.49	MONTHLY SUBSCRIPTION LIBRARY
		2/26/2026	2060	100-0601-551.30-14	13.70	ROKUS LIBRARY
		2/26/2026	2065	100-0601-551.30-16	47.38	PROGRAMMING LIBRARY
		2/26/2026	2069	100-0601-551.30-14	65.00	POST CRESCENT LIBRARY
		2/26/2026	2081	100-0304-562.33-02	225.00	REGISTRATION COMMUNITY DEVELOPMENT
		2/26/2026	2216	100-0601-551.30-16	34.82	FACEBOOK PROMOTIONS LIBRARY
		2/26/2026	2244	731-1022-541.38-03	915.99	PARTS PUBLIC WORKS
	2/26/2026	2346	100-0801-521.34-03	(100.00)	LODGING CREDIT POLICE	
	2/26/2026	2353	100-0801-521.34-03	(148.00)	LODGING CREDIT POLICE	

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ELAN FINANCIAL SERVICES...	89922...	2/26/2026	2361	100-0801-521.34-03	(148.00)	LODGING CREDIT POLICE
		2/26/2026	2378	100-0601-551.30-11	15.62	ILL POSTAGE LIBRARY
		2/26/2026	2382	100-0601-551.20-05	170.73	PROGRAMMING LIBRARY
		2/26/2026	2486	100-0703-553.24-03	62.60	ELECTRICAL PARKS
		2/26/2026	2670	100-0304-562.21-10	136.50	WATER STREET SIGNAGE COMMUNITY DEVELOPMENT
		2/26/2026	2727	100-0903-531.21-12	35.55	TRANSLATION (SWAHILI) HEALTH
		2/26/2026	2730	100-0801-521.34-03	501.75	TRANING LODGING POLICE
		2/26/2026	2762	100-0601-551.30-16	1,373.54	COINS FRIENDS OF LIBRARY
		2/26/2026	2839	470-0801-521.82-01	5,349.60	PD PUMP PPF-2026-003
		2/26/2026	2843	100-1001-514.30-13	44.88	LYSOL WIPES PARKS
		2/26/2026	2883	100-0702-552.34-03	33.00	EVENT PLANNING PARKS & REC
		2/26/2026	3072	100-0601-551.30-16	29.99	STOCK SUBSCRIPTION LIBRARY
		2/26/2026	3118	100-0903-531.21-12	98.75	TRANSLATION (SWAHILI) HEALTH
		2/26/2026	3127	100-0915-531.34-02	224.00	HEALTH SYMPOSIUM REG MCH
		2/26/2026	3164	824-0801-521.30-15	26.34	NICOLET BANK GRANT POLICE
		2/26/2026	3235	100-0601-551.30-14	13.70	ROKUS LIBRARY
		2/26/2026	3289	824-0801-521.30-15	286.86	NICOLET BANK GRANT POLICE
		2/26/2026	3348	824-0801-521.30-15	582.22	NICOLET BANK GRANT POLICE
		2/26/2026	3355	100-0601-551.30-13	84.99	VACUUM PARTS LIBRARY
		2/26/2026	3720	100-0601-551.30-16	0.63	SEED PROGRAM LIBRARY
		2/26/2026	3725	100-0801-521.24-03	(609.87)	MICROWAVE POLICE
		2/26/2026	3759	100-0601-551.30-14	825.00	EXPERIENCE PASSES LIBRARY
		2/26/2026	3775	824-0807-521.21-05	223.81	VET MEDICATION - KODA POLICE
		2/26/2026	3779	100-0702-552.32-01	70.00	SCHEDULING PARKS & REC
		2/26/2026	3954	100-0703-553.34-03	50.00	TRANING MEALS PUBLIC WORKS
		2/26/2026	3966	100-0903-531.21-12	11.85	TRANSLATION (SWAHILI) HEALTH
		2/26/2026	3997	100-0601-551.30-16	103.00	PROGRAMMING LIBRARY
		2/26/2026	4067	100-0601-551.30-16	26.58	SMITHWORKS LIBRARY
		2/26/2026	4165	100-0601-551.30-16	25.00	SEED PROGRAM LIBRARY
		2/26/2026	4280	100-0903-531.32-01	77.00	NURSING RENEWAL-PAULY HEALTH
		2/26/2026	4335	100-0702-552.30-18	14.44	WINTER GALA PARKS & REC
		2/26/2026	4371	100-0601-551.30-11	28.32	ILL POSTAGE LIBRARY
		2/26/2026	4395	100-0601-551.30-14	26.24	ROKUS LIBRARY
		2/26/2026	4420	100-0601-551.30-16	14.97	PROGRAMMING LIBRARY
	2/26/2026	4434	100-1003-541.30-15	691.00	TOOLS STREET	

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ELAN FINANCIAL SERVICES...	89922...	2/26/2026	4545	100-0811-521.34-02	0.56	HVAC EXAM LORI FULCER COMMUNITY DEVELOPMENT
		2/26/2026	4702	100-0601-551.32-01	39.00	DONOR SOFTWARE LIBRARY
		2/26/2026	4780	100-0801-521.24-03	618.00	MICROWAVE POLICE
		2/26/2026	4786	100-0601-551.30-16	139.57	BRANDED LABELS LIBRARY
		2/26/2026	4832	100-0801-521.34-03	125.85	POPCORN POLICE
		2/26/2026	4986	100-0702-552.30-18	34.29	TEA PARTY SUPPLIES PARKS & REC
		2/26/2026	5069	100-0601-551.30-14	13.70	ROKUS LIBRARY
		2/26/2026	5080	100-0601-551.30-14	36.74	CLOUD SUBSCRIPTION LIBRARY
		2/26/2026	5136	743-0403-513.30-15	(98.00)	CABLE RETURN IT
		2/26/2026	5226	100-0601-551.30-14	257.18	CLOUD SUBSCRIPTION LIBRARY
		2/26/2026	5399	100-0601-551.30-16	11.00	MONTHLY SUBSCRIPTION LIBRARY
		2/26/2026	5790	100-0601-551.30-16	139.95	PROGRAMMING LIBRARY
		2/26/2026	5844	100-0901-515.30-18	424.80	CPR SUPPLIES SAFETY 1/2 CVMIC
		2/26/2026	5908	100-1002-541.34-02	1,095.00	COURSE REGISTRATION ENGINEERING
		2/26/2026	6178	100-0703-553.24-03	39.19	PHOTOCELL PARKS
		2/26/2026	6279	100-0801-521.34-02	240.00	TRAINING REGISTRATION POLICE
		2/26/2026	6311	100-0801-521.34-02	749.00	TRAINING REGISTRATION POLICE
		2/26/2026	6313	100-0601-551.30-16	11.99	PROGRAMMING LIBRARY
		2/26/2026	6321	100-0703-553.30-15	91.77	TOOLS PARKS
		2/26/2026	6333	100-0703-553.24-03	283.89	FLAGS PARKS
		2/26/2026	6373	826-0702-552.30-18	11.86	RAFFLE BASKETS PARKS & REC
		2/26/2026	6496	731-1022-541.38-03	31.64	BLASTING HOOD PUBLIC WORKS
		2/26/2026	6522	100-0601-551.30-14	24.99	ROKUS LIBRARY
		2/26/2026	6578	826-0702-552.30-18	252.28	CITY HALL SNACKS PARKS & REC
				827-0920-531.30-18	84.96	SENIOR CENTER SNACKS SENIOR CENTER
		2/26/2026	6782	100-0801-521.34-02	129.00	TRAINING REGISTRATION POLICE
		2/26/2026	6914	100-0304-562.33-02	180.00	REGISTRATION COMMUNITY DEVELOPMENT
		2/26/2026	6934	100-0703-553.34-02	259.00	CONFERENCE LODGING PUBLIC WORKS
		2/26/2026	6938	100-0903-531.32-01	77.00	NURSING RENEWAL-PALMBACH HEALTH
		2/26/2026	7034	100-0903-531.32-01	77.00	NURSING RENEWAL - ROSIN HEALTH
		2/26/2026	7108	100-0903-531.32-01	1.73	NURSING RENEWAL-DAHM HEALTH
		2/26/2026	7183	100-0801-521.32-01	135.00	MEMBERSHIP DUES POLICE
		2/26/2026	7285	100-0601-551.30-16	21.00	SMITHWORKS LIBRARY
		2/26/2026	7415	470-0801-521.82-01	526.23	BAR DIAMOND BITES PPF-2026-002
		2/26/2026	7437	470-0801-521.82-01	247.98	GRINDER DEPOSIT - POLICE PPF-2025-002

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ELAN FINANCIAL SERVICES...	89922...	2/26/2026	7735	100-0601-551.30-14	41.99	YEARLY MEMBERSHIP LIBRARY	
		2/26/2026	7740	100-0903-531.21-12	19.75	TRANSLATION (SWAHILI) HEALTH	
		2/26/2026	7978	100-0801-521.30-15	89.45	EQUIPMENT POLICE	
		2/26/2026	7981	100-0801-521.30-11	11.58	POSTAGE POLICE	
		2/26/2026	8087	100-0901-515.30-18	442.04	CPR SUPPLIES SAFETY 1/2 CVMIC	
		2/26/2026	8101	100-0703-553.30-18	69.88	PROPANE PARKS	
		2/26/2026	8200	100-0801-521.30-18	267.00	DEPARTMENT SUPPLIES POLICE	
		2/26/2026	8540	100-0704-552.32-01	76.43	AOAP MEMBERSHIP POOL	
		2/26/2026	8661	100-0704-552.32-01	190.55	LGI RECERTIFICATION POOL	
		2/26/2026	8680	100-0903-531.34-02	229.39	WALC CONFERENCE REG HEALTH	
		2/26/2026	8808	100-0601-551.30-16	100.00	PROGRAMMING LIBRARY	
		2/26/2026	8933	100-0901-515.30-18	499.99	WIRELESS PRESENTER 1/2 CVMIC	
		2/26/2026	8982	100-0903-531.34-02	30.00	2026 STI SUMMIT REG HEALTH	
		2/26/2026	8997	743-0403-513.30-15	98.00	CABLES IT	
		2/26/2026	9065	100-0702-552.32-01	12.59	SPOTIFY ACCOUNT PARKS & REC	
		2/26/2026	9382	100-0811-521.34-02	25.00	HVAC EXAM LORI FULCER COMMUNITY DEVELOPMENT	
		2/26/2026	9482	100-0706-561.34-02	325.00	WAA/DNR CONFERENCE FORESTRY	
		2/26/2026	9555	100-0601-551.30-16	246.27	PROGRAMMING LIBRARY	
		2/26/2026	9659	731-1022-541.38-03	(31.64)	BLASTING HOOD RETURN PUBLIC WORKS	
		2/26/2026	9662	731-1022-541.38-03	29.99	BLASTING HOOD PUBLIC WORKS	
		2/26/2026	9678	100-0903-531.32-01	1.73	NURSING RENEWAL - ROSIN HEALTH	
		2/26/2026	9735	100-0904-531.32-01	175.00	WI LEAD CERT FEE ENVIROMENTAL HEALTH	
		2/26/2026	9868	470-0801-521.82-01	553.67	GATE PARTS - POLICE PPF-2025-001	
		2/26/2026	9945	100-0601-551.30-16	75.00	LITERACY INITIATIVE LIBRARY	
		2/26/2026		MEMBERSHIP	100-0401-513.32-01	95.00	ANNUAL MEMBERSHIP FEES ELAN
		2/26/2026		POINTS CREDIT	100-0000-124.00-00	(2,950.00)	CC POINTS REDEEMED
			Total for check: 89922		26,262.73		
ENERGITECH	89923	2/26/2026	181316	731-1022-541.38-03	805.77	AIR COMPRESSOR MAINT.	
		2/26/2026	181481	731-1022-541.24-06	84.88	FUEL ISLAND PARTS	
			Total for check: 89923		890.65		
FACTORY MOTOR PARTS CO	89924	2/26/2026	1-11480400	731-1022-541.38-03	34.20	HYDRAULIC FILTER	

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FACTORY MOTOR PARTS CO...	89924...	2/26/2026	1-11483516	731-1022-541.38-03	46.98	HYRDAULIC FILTER, TRANS FILTER
		2/26/2026	18-2344087	731-1022-541.38-03	584.60	FILTERS, BATTERY
		2/26/2026	18-2344608	731-1022-541.38-03	63.70	FILTERS
		2/26/2026	50-6576354	731-1022-541.38-03	91.23	AIR FILTER
		2/26/2026	50-6579214	731-1022-541.38-03	41.94	RADIAL SEAL INNER AIR/ PARTS
		2/26/2026	50-6580877	731-1022-541.38-03	83.88	RADIAL SEAL INNER AIR/ PARTS
			Total for check: 89924		946.53	
FERGUSON ENTERPRISES #1550	89925	2/26/2026	1364632	470-0801-521.82-01	2,279.65	EJECTOR PIT PARTS PPF-2026-003
			Total for check: 89925		2,279.65	
FERGUSON WATERWORKS #1476	89926	2/26/2026	0468891	625-1010-541.30-18	616.13	30" FAILED STORM SEWER UNDER TRACKS
			Total for check: 89926		616.13	
GARROW OIL CORP	89927	2/26/2026	1316935	100-0000-131.00-00	20,713.02	FUEL
			Total for check: 89927		20,713.02	
CARLA GERHARDT A.	89928	2/26/2026	REFUND	100-0000-454.00-00	42.25	PARKING TICKET OVERPYMT REFUND
			Total for check: 89928		42.25	
GRAINGER INC	89929	2/26/2026	9814959533	470-0801-521.82-01	356.88	EJECTOR PIT PARTS PPF-2026-003
			Total for check: 89929		356.88	
GROUP TICKET SALES OFFICE	89930	2/26/2026	5306979	100-0000-201.14-00	383.00	BREWERS GAME BUS TRIP-4/116 ADDITIONAL TICKETS
			Total for check: 89930		383.00	
HD INSTALLATIONS LLC	89931	2/26/2026	81	100-0801-521.29-04	430.00	COMPUTER MOUNT, MAP LIGHT
			Total for check: 89931		430.00	

AP Check Register

Check Date: 2/26/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description			
HEARTLAND BUSINESS SYSTEMS	89932	2/26/2026	859846-H	743-0403-513.24-04	9,475.24	HPE NIMBLE RENEWAL			
					5,640.09	HPE DL380 RENEWAL			
					34.39	HPE ILO RENEWAL			
Total for check: 89932					15,149.72				
JEANINE HOLSHBACH	89933	2/26/2026	REIMBURSEMENT	100-0920-531.30-18	12.00	MARCH CRAFT REIMBURSEMENT			
Total for check: 89933					12.00				
JOMAR QSUB INC DBA ROAD EQUIPMENT	89934	2/26/2026	2600965474	731-1022-541.38-03	34.56	GREASE, GREASE CAP			
					2/26/2026	2600969280	731-1022-541.38-03	40.48	GREASE CAP,LUBE CAP,SEAL
					Total for check: 89934				
KLINK HYDRAULICS LLC	89935	2/26/2026	TV263	731-1022-541.30-18	141.65	HOSE, WATER PISTOL			
					2/26/2026	TV268	731-1022-541.38-03	361.25	HOSE PROTECTOR, PARKRIMP COUPLING
KUSTOM SIGNALS INC	89936	2/26/2026	625114	470-0801-521.80-03	8,519.88	NEW RADAR UNITS			
					2/26/2026	625225	100-0801-521.24-04	425.46	RADAR UNIT REPAIR
KWIK TRIP INC	89937	2/26/2026	10522990	100-0801-521.29-04	650.00	CAR WASH GIFT CARDS (100)			
Total for check: 89937					650.00				
MACQUEEN	89938	2/26/2026	P41262	731-1022-541.38-03	311.35	TANK STRAPS			
Total for check: 89938					311.35				
MATTHEWS TIRE INC	89939	2/26/2026	100698	731-1022-541.38-02	338.00	TIRES			

AP Check Register

Check Date: 2/26/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MATTHEWS TIRE INC...	89939...	2/26/2026	100700	731-1022-541.38-02	460.00	TIRES
			Total for check: 89939		798.00	
MENARDS-APPLETON EAST	89940	2/26/2026	90179	470-1003-541.82-02	79.58	WATER ST-DOCK WOOD STR-2024-003
		2/26/2026	90282	470-0801-521.82-01	31.92	CONCRETE FOR FENCE PPF-2025-001
		2/26/2026	90283	100-1003-541.30-15	31.94	PUSH BROOM
			Total for check: 89940		143.44	
MENASHA UTILITIES	89941	2/26/2026	JAN ST LIGHTS	100-1012-541.22-03	10,874.24	JANUARY STREET LIGHTS
			Total for check: 89941		10,874.24	
MGD INDUSTRIAL CORP	89942	2/26/2026	244811	731-1022-541.30-18	220.55	SHOP SUPPLIES
			Total for check: 89942		220.55	
MORTON SAFETY	89943	2/26/2026	237002	100-0901-515.30-18	42.00	DRAEGER X-PLORE 3500 MASK1/2 CVMIC
			Total for check: 89943		42.00	
N&M AUTO SUPPLY	89944	2/26/2026	854774	731-1022-541.30-18	24.47	GREASE CARTRIDGE, GREASE
				731-1022-541.38-03	51.02	CABIN AIR FILTER
		2/26/2026	854852	731-1022-541.30-18	93.84	VACUUM CONNECTORS
		2/26/2026	854883	731-1022-541.38-03	20.16	OIL
		2/26/2026	854896	731-1022-541.38-03	20.16	OIL
		2/26/2026	854908	731-1022-541.38-03	10.08	OIL
		2/26/2026	854956	731-1022-541.38-03	32.08	V-BELT
			Total for check: 89944		251.81	
CITY OF NEENAH	89945	2/26/2026	40283	470-1003-541.82-02	9,179.87	NICOLET BLVD. FEAS. STUDYSTR-2026-001
		2/26/2026	FIRE/RESCUE	100-0501-522.25-01	356,833.00	FIRE/RESCUE SERVICES -MARCH
			Total for check: 89945		366,012.87	

AP Check Register

Check Date: 2/26/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
NIELSON COMMUNICATIONS INC	89946	2/26/2026	AR40262	100-0801-521.29-04	69.80	MOBILE MICROPHONE
		2/26/2026	AR40263	470-0801-521.80-03	7,291.36	MOTORIZED EQUIPMENT
		2/26/2026	AR40346	731-1022-541.80-05	49,527.80	RADIO REPLACEMENT
	Total for check: 89946					56,888.96
MATT PAULIK	89947	2/26/2026	REFUND	100-0000-201.08-00	7.62	PARK RESERVATION CANCEL. REFUND
				100-0000-441.23-00	152.38	PARK RESERVATION CANCEL. REFUND
	Total for check: 89947					160.00
PERSONNEL EVALUATION INC	89948	2/26/2026	57024	100-0801-521.21-06	25.00	PEP TEST BILLING
	Total for check: 89948					25.00
RUEKERT & MIELKE INC	89949	2/26/2026	162008	601-1020-543.21-02	390.00	SEWER BILLING SERVICES 12/27/25-1/23/26
	Total for check: 89949					390.00
SAFETY-KLEEN SYSTEMS	89950	2/26/2026	99152781	731-1022-541.32-01	229.80	PARTS-WASHER MEMBERSHIP
	Total for check: 89950					229.80
SEILER INSTRUMENT & MFG CO INC	89951	2/26/2026	INV70981	601-1020-543.30-15	18,508.30	NEW GPS, BATTERY CHARGER,PERPETUAL LICENCES
				625-1002-541.30-15	18,508.30	NEW GPS, BATTERY CHARGER,PERPETUAL LICENCES
		2/26/2026	INV71204	601-1020-543.30-15	128.13	NEW GPS-NMEA OUTPUTS
				625-1002-541.30-15	128.13	NEW GPS-NMEA OUTPUTS
	Total for check: 89951					37,272.86
SI METALS AND SUPPLY	89952	2/26/2026	305672	731-1022-541.38-03	110.00	METAL FOR FABRICATING
		2/26/2026	305673	731-1022-541.38-03	99.00	METAL FOR FABRICATING
	Total for check: 89952					209.00

AP Check Register

Check Date: 2/26/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
STERICYCLE INC	89953	2/26/2026	8013455784	100-0801-521.21-05	15.66	STERI-SAFE BUDGET SUBSCRIPTION-MARCH 2026
			Total for check: 89953		15.66	
SUPERIOR VISION INSURANCE PLAN	89954	2/26/2026	947154	100-0000-204.10-00	1,031.86	MARCH-VISION INSURANCE
			Total for check: 89954		1,031.86	
TRUCK EQUIPMENT INC	89955	2/26/2026	1184512-00	731-1022-541.38-03	432.00	WING WARNING LIGHT
			Total for check: 89955		432.00	
UW - MILWAUKEE	89956	2/26/2026	CIV-00000303	470-1003-541.82-02	23,000.00	CANAL MITIGATION-WATER ST
			Total for check: 89956		23,000.00	
VON BRIESEN & ROPER SC	89957	2/26/2026	520423	100-0201-512.21-01	616.00	MEPD PROF SERVICES
			Total for check: 89957		616.00	
WAHI	89958	2/26/2026	22026-2094-0974	100-0801-521.34-02	395.00	E4 2026 WAHI CONFERENCE
		2/26/2026	22026-2096-0975	100-0801-521.34-02	395.00	E57 2026 WAHI CONFERENCE
		2/26/2026	22026-2097-0976	100-0801-521.34-02	395.00	E73 2026 WAHI CONFERENCE
		2/26/2026	22026-2098-0977	100-0801-521.34-02	395.00	E60 2026 WAHI CONFERENCE
			Total for check: 89958		1,580.00	
WE ENERGIES	89959	2/26/2026	5808986408	100-0701-533.22-03	14.41	1/12/26-2/8/26-ELECTRIC NORTH ST
		2/26/2026	5809872595	100-0701-533.22-03	14.22	1/12/26-2/8/26-ELECTRIC NORTH ST
			Total for check: 89959		28.63	
TERMINIX WIL-KIL	89960	2/26/2026	91613734	100-0501-522.24-03	85.02	PEST CONTROL MAINTENANCE NM FIRE STATION #36
			Total for check: 89960		85.02	

AP Check Register

Check Date: 2/26/2026

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WINNEBAGO COUNTY CLERK OF COURTS	89961	2/26/2026	REPORT #26-0976	100-0000-201.03-00	850.00	REPORT #26-0976
			Total for check: 89961		850.00	
WISCONSIN DEPARTMENT OF REVENUE	89962	2/26/2026	MUNICIPAL FEE	100-0402-513.25-01	2,823.47	MANUFACTURING ASSESSMENT
			Total for check: 89962		2,823.47	
WPPI ENERGY	89963	2/26/2026	INV24133	310-0409-571.61-01	494.50	FEB STREET LIGHTING PROJ
					1,010.30	FEB LED STREET LIGHT PROJ
					283.33	FEB LED STREET LIGHT PROJ
				731-1022-541.82-01	1,176.09	FEB SOLAR PV-PUBLIC WORKS
					769.99	FEB SOLAR PV-PUBLIC WORKS
			Total for check: 89963		3,734.21	
CHRISTINA ZANT	89964	2/26/2026	RENTAL DEP REFD	100-0000-201.11-00	100.00	RENTAL SECURITY DEPOSIT REFUND
			Total for check: 89964		100.00	
					662,720.06	

**City of Menasha Disbursements
02/13/26-02/26/26**

Weekly Accounts Payable	02/16/26, 2/19/26 & 2/26/26 Checks #89830-89964	\$5,437,984.15
	Void Check #89797	(\$320.20)
Bi-Weekly Payroll	02/19/26	\$254,392.36

Additional Regular Cycle Accounts Payables -Paid Electronically

Banking Fees	2/13/26	\$125.00
Spectrum Ach	2/17/26	\$80.00
Delta Dental	2/18/26	\$2,602.20
US Bank Ach	2/19/26	\$81.42
Home Depot Ach	2/19/26	\$275.47
Home Depot Ach	2/19/26	\$2,939.02
Wisconsin Support Collections	2/19/26	\$802.51
Nationwide Deferred Compensation	2/19/26	\$3,419.50
Wisconsin Deferred Compensation	2/20/26	\$12,350.75
Returned Check	2/24/26	\$2,360.89
Banking Fees	2/24/26	\$10.00
Federal Tax Withholding	2/25/26	\$83,591.72
Community First CU-Payroll Deduction	2/25/26	\$749.65
Delta Dental	2/25/26	\$3,732.50
State Tax Withholding	2/26/26	\$15,052.08
State Tax Withholding	2/26/26	\$15,104.51
		<u>\$143,277.22</u>
Total		<u><u>\$5,835,333.53</u></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

02/26/26
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)

MEMORANDUM

DATE February 25, 2026
TO Common Council
FROM Margaret Struve, City Attorney 
RE Outsource Legal Services – Represent the City of Menasha’s Interest in Winnebago County Case No. 2025CV234 Wisconsin Window Concepts., Inc. vs. The Brin, LLC, et. al.

Enclosed for your review is an Admission of Service – Amended Pleadings signed by City Clerk Snyder on February 24, 2026. The City of Menasha has recently been named as an interested party in the above-captioned lawsuit due to its 2025 Property Tax Liens recorded against the Property. The City is in first position of relative priority. To protect its financial interest in the Property, the City is required to file a written answer within 45 days.

Given the current status of litigation and time-sensitive nature of action required, I recommend that Common Council approve a motion adjourn into Closed Session pursuant to the open meeting exemption provided in section 19.85(1)(g) of the Wisconsin Statutes which allows me to provide advice regarding strategy as we navigate next steps and consider outsourcing legal services.

Recommended Motion(s):

- (1) To adjourn into Closed Session pursuant to Wisconsin Statute section 19.85(1)(g) Conferring with legal counsel for the governing body who is rendering 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 Winnebago County Case No. 25CV234 Wisconsin Window Concepts., Inv. Vs. The Brin, LLC, et. al.).
- (2) To approve the outsourcing legal services to represent the City of Menasha’s interest in Winnebago County Case No. 25CV234 Wisconsin Window Concepts., Inv. Vs. The Brin, LLC, et. al.

Wisconsin Window Concepts, Inc,
Plaintiff

Case No. 25CV234

vs

THE BRIN, LLC, et. al.,
Defendant

ADMISSION OF SERVICE – AMENDED PLEADINGS

THE UNDERSIGNED authorized agent of **CITY OF MENASHA**, hereby admits personal service of an authenticated copy of the following, by email, and waives further personal service of:

- Electronic Filing Notice [E-Doc#156]*
- Amended Summons & Amended Complaint, [E-Doc#157]*
- Exhibit A to Amended Summons & Amended Complaint [E-Doc#160]*
- Exhibit B to Amended Summons & Amended Complaint [E-Doc#158]*
- Exhibit C to Amended Summons & Amended Complaint [E-Doc#159]*

And further acknowledges service by *E-Filing*, of the following previously-filed documents:

- Motion For (Partial) Summary Judgment [E-Doc#15]*
- Affidavit of Attorney Mark P. Murphy [E-Doc#16]*
- Affidavit of Mark Mersberger and Exhibit A [E-Doc#17]*
- Amended Affidavit of Mark Mersberger [E-Doc#79] and Exh. A [E-Doc#80]*
- Notice of Lis Pendens (E-Doc#161/ Reg Deeds Doc#1940314)*

AND affirms that she is authorized to do so on behalf of the said Defendant; all under a complete reservation of rights, claims and defenses.

Dated: 2/24/26

By:

Kaija Snyder

Defendant City of Menasha
By Its Authorized Agent
Kaija Snyder, City Clerk