

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 (SINE DIE)
AMENDED MEETING AGENDA

Tuesday, April 21, 2026 at 5:00 PM
First Floor Conference Rooms
100 Main Street, Menasha, WI

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Public Hearing

1. O-5-26 — Proposed Text Amendment to Title 13, Chapter 1, Article C, Sections 13-1-25(f)(12), and 13-1-26(f)(12) and 13-1-39(f)(11) of the Code of Ordinances Pertaining to Minimum Roof Pitch in the R-1, R-2, and R-1A Districts
2. O-6-26 — Proposed Text Amendment to Title 13, Chapter 1, Article C, Sections 13-1-25(f)(13)(a) and 13-1-26(f)(13)(a) and 13-1-35(g)(4)(a), and 13-1-39(f)(12)(a) of the Code of Ordinances Pertaining to the Minimum Garage Dimensions in the R-1, R-2, R-2A, and R-1A Districts
3. O-7-26 — Proposed Text Amendment to Title 13, Chapter 1, Article C, Sections 13-1-25(f)(7), 13-1-26(f)(7), 13-1-35(a), 13-1-35(h), 13-1-35(h)(1), 13-1-35(i), and 13-1-35(i)(1) Pertaining to Lot Standards in the R-1, R-2, and R-2A Districts

E. Public Comments on Any Matter of Concern to the City
(5 minute time limit for each person)

F. Report of Department Officers/Department Heads/Staff/Consultants

Clerk Snyder - the following minutes and communications have been received and placed on file:

1. Presentations:
2. Minutes to Receive:
 - a. Administration Committee, 4/6/26
 - b. Board of Public Works, 4/6/26
 - c. Personnel Committee, 4/6/26
 - d. Library Board of Trustees, 2/24/26
 - e. Water and Light Commission, 3/25/26
 - f. Committee on Aging, 3/13/26

- g. Plan Commission, 3/3/2026
 - h. IT Steering Committee, 3/19/26
 - i. Parks and Recreation Board, 4/14/26
3. Communications:
- a. Lawn Care Flyer
 - b. Unofficial Election Results - April 7, 2026 Spring Election
 - c. Brews on 'Bago 2026
 - d. Rock the Block – May 14-16, 2026
 - e. Comprehensive Plan Open House - April 29
 - f. Listen to the Loop - June 5, 2026
 - g. Fox-Wolf Watershed Clean-Up Day - May 2, 2026
 - h. Heckrodt Wetland Reserve - 2025 Impact Report
 - i. National Library Week Proclamation

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, 4/6/26
- 2. Administration Committee, 4/6/26, Recommends Approval of:
 - a. Assignment of Redevelopment Agreement By and Between the City of Menasha and McClone Downtown Development LLC Dated as of April 7, 1997, and First Amended as of May 18, 2015
- 3. Board of Public Works, 4/6/26, Recommends Approval of:
 - a. Payment — Northeast Asphalt, Inc; Contract No. 2025-03; Jefferson Park Boat Launch; \$40,413.14 (Payment No. 6)
 - b. Recommend to Award — Contract Unit No. 2026-01; Street Construction on Eighth Street, Third Street, and DePere Street; MCC, Inc.; \$195,922.05
 - c. Recommend to Award — Contract Unit No. 2026-02; Epoxy Pavement Markings on Third Street and Racine Street; Century Traffic, LLC; \$122,398.20
 - d. Street Use Permit Application – Memorial Day Parade; Monday, May 25, 2026; 8:00 a.m. to 10:30 a.m.; Twin City Veterans
 - e. Proposal for an Additional Street Paving Contract
- 4. Personnel Committee, 4/6/26, Recommends Approval of:
 - a. City Employee Volunteer Opportunity – Greater Fox Cities Area Habitat for Humanity Menasha Rock the Block

5. Parks & Recreation Board, 4/14/26, Recommends Approval of:
 - a. Intergovernmental Agreement between the City of Neenah & City of Menasha for 2026 Neenah Pool Passes
 - b. Community Partner Agreement between the City of Menasha and Greater Fox Cities Area Habitat for Humanity, Inc., for the Appleton West Rock the Block 2026 event, contingent upon approval as to form by the City Attorney
6. Plan Commission, 2/3/26, Recommends Approval of:
 - a. Property Acquisition - 800 Ninth Street (Parcel 12103531502) (Quarry)

H. Items Removed from the Consent Agenda

I. Action Items

1. Accounts Payable and payroll for the term of 04/03/26-04/16/26 in the amount of \$3,411,356.58
2. Offer to Purchase — 800 Ninth Street (Parcel No. 1-210353-15) (Quarry)
3. Scope of Work for Davel Engineering & Environmental, Inc. for a Phase I Environmental Site Assessment for Parcel 12103531502 (Quarry) – Contingent Upon Approval of City’s Offer to Purchase and Davel’s Signature of the City’s Indemnification/Hold Harmless Agreement and Insurance Requirements.

J. Held Over Business

K. Ordinances and Resolutions

1. O-5-26 — An Ordinance Amending Title 13, Chapter 1, Article C, Sections 13-1-25(f)(12) and 12-1-26(f)(12) and 13-1-39(f)(11) of the Code of Ordinances, Effectively Removing the Minimum Roof Pitch Requirement in the R-1, R-2, and R-1A Districts (Introduced by Ald. Eisenach)
2. O-6-26 — An Ordinance Amending Title 13, Chapter 1, Article C, Sections 13-1-25(f)(13)(a) and 13-1-26(f)(13)(a) and 13-1-35(g)(4)(a), and 13-1-39(f)(12)(a) of the Code of Ordinances Effectively Reducing the Minimum Garage Dimensions in the R-1, R-2, R-2A, and R-1A Districts (Introduced by Ald. Eisenach)
3. O-7-26 — An Ordinance Amending Title 13, Chapter 1, Article C, Sections 13-1-25(f)(7) and 13-1-26(f)(7) and 13-1-35(a), 13-1-35(h), 13-1-35(h)(1), 13-1-35(i), and 13-1-35(i)(1) of the Code of Ordinances, Effectively Reducing the Minimum Lot Size Standards in the R-1 and R-2 Districts and Effectively Changing Density Standards in the R-2A District (Introduced by Ald. Eisenach)
4. O-8-26 — An Ordinance Amending Title 2, Chapter 4, Section 2-4-15(f) of the Code of Ordinances (Procedure in Municipal Court) Increasing the Maximum Fee for Court Costs Collectible in a Municipal Court Action (Introduced by

Mayor Hammond)

5. R-6-26 — A Resolution Increasing Municipal Court Fees to \$48 (Maximum Allowed by State Law) (Introduced by Mayor Hammond)
6. R-9-26 — A Resolution to Approve the Cancellation of Outstanding Checks; and the Write-Off of General Uncollectible Accounts Receivables and Delinquent Personal Property Tax Receivables (Introduced by Mayor Hammond)
7. R-10-26 - A Resolution Expressing Gratitude to Representative Dean Kaufert and Senator Dassler-Alfheim for Working to Secure Lift Bridge Aid for the City of Menasha Racine Street Bridge (Introduced by Mayor Hammond & Ald. Grade)

L. Appointments

1. Alderman Rand's Letter of Resignation (Plan Commission (alternate), Redevelopment Authority, Sustainability Committee, Lawson Canal Ad-Hoc Advisory Committee, Racine Street-Main Street and Racine Street-Ahnaip Street Roundabout Landscape Ad-Hoc Committee), effective April 6, 2026
2. Mayor's appointment of Alderman Perkins to the Redevelopment Authority for the term of 4/22/26–9/1/27
3. Mayor's reappointment of Elke Werner to the Plan Commission for the term of 5/1/26–5/1/29
4. Mayor's reappointment of Dan Kelpinski to the Committee on Aging 5/1/26–4/30/29
5. Mayor's reappointment of Michael Keehan to the Neenah-Menasha Fire Rescue Joint Fire Commission for the term of 5/1/26–5/1/29
6. Mayor's reappointment of Trevor Martin to the Police Commission for the term of 5/1/26–5/1/31
7. Mayor's reappointment of Angie Demers to the Sustainability Committee for the term of 5/1/26–5/1/29
8. Mayor's appointment of Laura Derocher to the Sustainability Committee for the term of 5/1/26–5/1/29
9. Mayor's appointment of Ed Kassel to the Redevelopment Authority for the term of 4/22/26–9/1/30

M. Claims Against the City

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

O. Presentation to Outgoing Aldermen

1. Alderman Randy Ropella (Mayor Hammond)

P. Adjournment

MEETING NOTICE

May 4, 2026

Common Council Workshop – 5:00 PM

Common Council Meeting – 6:00 PM

Committee Meetings to Follow

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."