

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, July 20, 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. Urban Forestry Management Plan
 - 2. Minutes to Receive:
 - a. Water and Light Commission, 6/24/26
 - b. Administration Committee, 7/6/26
 - c. Board of Public Works, 7/6/26
 - d. Library Board of Trustees, 5/26/26
 - e. Parks & Recreation Board, 7/14/26
 - f. IT Steering Committee, 7/8/26
 - g. Committee on Aging, 6/12/26
 - 3. Communications:
 - a. Voting Methods - Partisan Primary Election
 - b. Landscape Flyer
 - c. Menasha Aquatic Facility Capital Campaign Planning Study Presentation
 - d. National Parks and Recreation Month Proclamation
 - e. National Disability Month 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 7/6/26
2. Administration Committee, 7/6/26, Recommends Approval of:
 - a. Update to Strong Neighborhoods Program - Proposed
3. Board of Public Works, 7/6/26, Recommends Approval of:
 - a. Change Order — Northeast Asphalt Inc.; Contract 2025-03; Jefferson Park Boat Launch; Deduct \$48,825.77 (Change Order No. 2 & Final)
 - b. Payment — Northeast Asphalt Inc.; Contract 2025-03; Jefferson Park Boat Launch; \$105,527.21 (Payment No. 8 & Final)
 - c. Payment — Donald Hietpas & Sons, Inc.; Contract M0002-09-00105; 2026 Utility Construction; \$222,504.60 (Payment No. 2)
 - d. Street Use Permit — Labor Day Parade; Monday, September 7, 2026; 9 AM - 11 AM; Fox Valley Labor Council
4. Parks & Recreation Board, 7/14/26, Recommends Approval of:
 - a. Urban Forestry Management Plan
 - b. High Cliff Connection - Woodlands West Segment Amendment No. 2 to the Contract between the City of Menasha and JT Engineering, Inc.
5. Special Personnel Committee, 7/20/26, Recommends Approval of:
 - a. Recruitment/Hiring Process for City Clerk
 - b. Recruitment/Hiring Process for City Attorney

H. Items Removed from the Consent Agenda

I. Action Items

1. Temporary Expansion of Licensed Premises Permit Application - Elks Lodge 676 (320 Nicolet Boulevard), July 26, 2026
2. Accounts payable and payroll for the term of 7/3/26 - 7/16/26 in the amount of \$967,666.82
3. Main St./Racine St. Roundabout Gateway Improvements - First Amendment to the Professional Services Agreement Between City of Menasha and JT Engineering, Inc.
4. Demolition of Building Located at 325 Broad Street, Menasha, WI

J. Held Over Business

K. Ordinances and Resolutions

1. R-20-26 A Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$3,215,000 General Obligation Promissory Notes, Series 2026A (Introduced by Mayor Hammond)

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
AUGUST 3, 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."