

**CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, February 18, 2013**

**6:00 PM
AGENDA**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL/EXCUSED ABSENCES
- D. PUBLIC HEARING
- E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE CITY
(five (5) minute time limit for each person)
- F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS
 - 1. [Kim Miller, WDNR Regional Forester–Fox Valley Metro Area Analysis Project Urban Canopy Cover and Street Tree Benefits](#)
 - 2. Clerk Galeazzi - the following minutes and communications have been received and placed on file:
Minutes to receive:
 - a. [Board of Public Works, 2/4/13](#)
 - b. [Library Board, 1/17/13](#)
 - c. [Parks & Recreation Board, 2/11/13](#)
 - d. [Personnel Committee, 2/4/13](#)
 - e. [Redevelopment Authority, 2/11/13](#)
 - f. [Sustainability Board, 1/15/13](#)Communications:
 - g. [2012 Building Permit Summary](#)
 - h. [2012 Special Events listing](#)
 - i. [CDD Keil, Status of Gilbert Mill Site Redevelopment/Shoreline Park](#)
 - j. [League of Women Voters, Invitation to City and Town of Menasha Candidate Forum](#)
 - k. [Letter from Kip Golden, 2/6/13; Funding for Fox Cities Economic Development Corporation](#)
 - l. [Letter from Ald. Steve Krueger, 2/7/13; Funding for Fox Cities Economic Development Corporation](#)
 - m. [Letter from Eric Hjortness, 2/13/13; Funding for Fox Cities Economic Development Corporation](#)
 - n. [Public Works Facility, Nov/Dec 2012 Disposal Violations](#)
 - o. [Winnebago County, 2/1/13; Legal notice of sale of tax deed property by Winnebago County](#)
- 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.)
Minutes to approve:
 - 1. [Common Council, 2/4/13](#)
- H. ITEMS REMOVED FROM CONSENT AGENDA
- I. ACTION ITEMS
 - 1. [Accounts payable and payroll for the term of 2/7/13 to 2/14/13 in the amount of \\$5,478,178.33](#)
 - 2. [Disposition of former NMFR Station 36 – 901 Airport Rd. \(No action taken on 2/4/13\)](#)
- J. ORDINANCES AND RESOLUTIONS
 - 1. [Motion to Amend or Rescind R-39-12 Resolution to Distribute Funding for the Fox Cities Economic Development Corporation \(Ald. Krueger\)](#)

K. APPOINTMENTS

1. Mayor's reappointment of Tom Grade, 999 Brighton Dr., Menasha, WI to the Landmarks Commission for the term of March 1, 2013 to March 1, 2016

L. HELD OVER BUSINESS

M. CLAIMS AGAINST THE CITY

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)

O. ADJOURN

MEETING NOTICE

Spring Primary Election – February 19, 2013

Common Council – Monday, March 4, 2013

Common Council - 6:00 pm

Administration Committee – 6:30 p.m.

Board of Public Works – 7:00 p.m.

City of Menasha

Street Tree Benefits

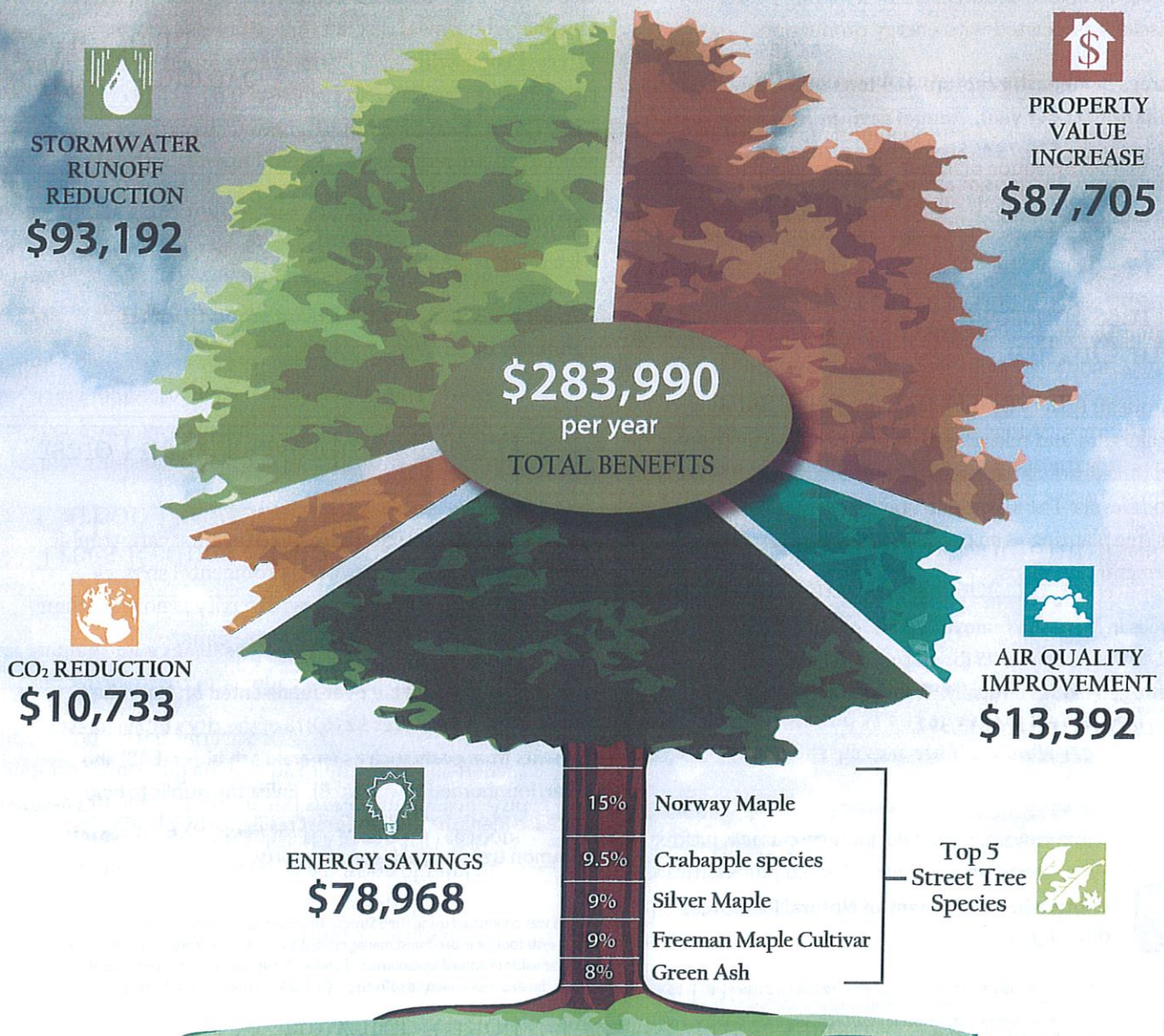


Menasha street trees provide thousands of dollars of environmental, economic and aesthetic benefits to the community. Over their lifetime, street tree benefits exceed the costs of planting and care, representing a 300 percent return on investment. Tree benefits increase over time highlighting the importance of not only planting trees, but of providing ongoing maintenance and protection. These benefits are a reminder of the worthwhile investment in our community forestry program.

Trees:

- Reduce stormwater runoff
- Lower summer air temperatures
- Reduce air pollution
- Reduce heating and cooling costs
- Reduce atmospheric carbon dioxide (CO₂)
- Enhance property values
- Provide wildlife habitat
- Improve health and wellbeing
- Improve learning and concentration
- Provide aesthetic benefits

Annually **Menasha** public street trees provide¹...





Trees Reduce Stormwater Runoff and Improve Water Quality

Trees reduce peak stormwater runoff and associated pollutants entering local water bodies. Trees reduce stormwater volumes by intercepting a portion of rainfall, which evaporates and never reaches the ground. Tree roots also increase rainfall infiltration and storage in the soil. And tree canopies reduce soil erosion by diminishing the impact of raindrops on barren surfaces.

Street trees in Menasha intercept 3,438,580 gallons of water annually for a savings of \$93,192.



Trees Reduce Atmospheric Carbon Dioxide

Trees reduce atmospheric carbon by capturing and storing CO₂ as they grow. By reducing demand for heating and cooling, trees indirectly reduce CO₂ by avoiding power plant emissions associated with energy production.

Street trees in Menasha capture 429 tons of atmospheric CO₂ per year. Annual savings including indirect costs are \$10,733. Street trees also store approximately 5,287 tons of atmospheric CO₂ for a total savings of \$79,304.



Trees Improve Air Quality

Trees improve air quality by trapping particulates, absorbing gaseous pollutants, and releasing oxygen. By cooling urban heat islands and shading parked cars, trees indirectly reduce ozone levels. The Environmental Protection Agency recognizes tree planting as an ozone reduction measure in state implementation plans.

Street trees in Menasha remove 276 lbs. of particulate matter, 549 lbs. of ozone, 25 lbs. of sulfur dioxide and 93 lbs. of nitrogen oxides annually. Total annual savings including indirect cost are \$13,392.



Wisconsin Department of Natural Resources
dnr.wi.gov



The Wisconsin Department of Natural Resources provides equal opportunity in its employment, programs, services, and functions under an Affirmative Action Plan. If you have any questions, please write to Equal Opportunity Office, Department of Interior, Washington, D.C. 20240.



Trees Save Energy

Trees reduce the demand for energy to heat and cool buildings by providing shade, lowering summertime temperatures, and reducing windspeeds. Secondary benefits are reduced water consumption and pollutants emissions by local power plants.

Street trees in Menasha save approximately 375 MWH of electricity and 51,543 Therms of natural gas annually for a savings of \$78,968.



Trees Improve Property Values and Beautify Our Communities

Trees are the single strongest positive influence on scenic quality in our community! They increase the attractiveness of retail business areas. Studies found shoppers are willing to pay up to 11% more for goods and services in a well-landscaped business district. Trees increase property values. People will pay 3-7% more for properties with many trees. Trees foster safer and more sociable neighborhoods. Views of trees ease mental fatigue and stress, help concentration, reduce sickness, and provide settings for recreation and relaxation. Trees also help reduce noise, provide a refuge for wildlife, and help connect residents with their natural environment.

Street trees in Menasha increase property values annually by \$87,705.



Diversity Improves Urban Forest Resilience

A diverse palette of trees helps guard against catastrophic loss to insects and diseases or environmental stresses. A general guideline for urban forest diversity is no more than 5% of any one species, 10% of any one genus.

Ash and maple trees are over-represented on Menasha's streets. This jeopardizes \$216,818 of the city's urban forest's benefits from pests such as emerald ash borer (EAB) and Asian longhorned beetle (ALB). Enlist the public to help increase Menasha's urban forest resilience by planting less common trees on their own property.

¹ Analysis was conducted using iTree Streets. iTree Streets is a street tree management and analysis tool for urban forest managers that uses tree inventory data to quantify the dollar value of annual environmental and aesthetic benefits. The iTree Suite is a free state-of-the-art, peer-reviewed software suite from the USDA Forest Service. www.itreetool.org.

Tree graphic concept courtesy of City of New York Department of Parks & Recreation.

City of Menasha

Urban Tree Canopy (UTC) Analysis



What is the Urban Forest and Urban Tree Canopy?

The **Urban Forest** consists of all public and private trees and shrubs in our community. This includes trees in yards, parks, open spaces, along streets and other land where trees are present. One way to understand the value of urban forests is by envisioning the layer of leaves, branches and tree stems when viewed from above. This layer is called **Urban Tree Canopy (UTC)**.

Why is Urban Tree Canopy important?

While we may not think of city trees as a typical "forest," these trees provide valuable services and benefits.

Trees in our community:

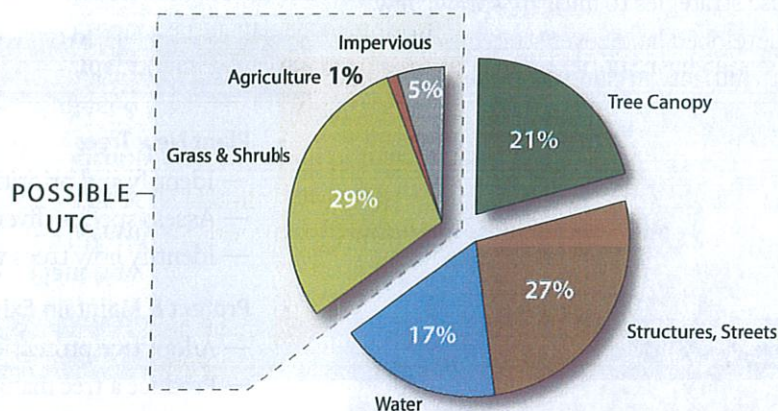
- Reduce storm water runoff
- Lower summer air temperatures
- Reduce air pollution
- Reduce heating and cooling costs
- Enhance property values
- Provide wildlife habitat
- Improve health and wellbeing
- Improve learning and concentration
- Provide aesthetic benefits

UTC benefits can be quantified. A single large tree can provide approximately \$76 in average annual net benefits, \$3,000 in benefits over a 40-year period. An increase in UTC brings an associated increase in benefits.

How much Urban Tree Canopy does Menasha have?

UTC analysis for Menasha shows¹:

- An existing tree canopy of 21% (968 acres)
- Trees could potentially cover an additional 35% (1,622 acres) of the city's land surface. These "Possible UTC" areas include grass, agriculture land, and impervious surfaces (e.g., parking lots, paved playgrounds & ROW).
- The remaining 44% (2,019 acres) of the city's area is buildings, streets, water and other permanent features and is generally unsuited to UTC improvement.



Many factors determine where best to plant urban trees. UTC analysis shows where additional trees will have the greatest positive impact.

UTC analysis for the FOX VALLEY METROPOLITAN AREA shows²:

- An overall tree canopy of 20%.
- Possible UTC is 55%. The remaining land area of buildings, streets, water and other permanent features is 25%.

¹ Analysis was conducted using iTree Canopy. iTree Canopy offers a quick and easy way to produce a statistically valid estimate of land cover types (e.g., tree cover) using aerial images available in Google Maps. The iTree Suite is a free state-of-the-art, peer-reviewed software suite from the USDA Forest Service. www.itreetool.org

² Appleton, Greenville, Kaukauna, Kimberly, Little Chute, City of Menasha, Town of Menasha, Neenah



Why should Menasha set goals for UTC?

As urban development expands, it is increasingly important to balance growth with environmental wellbeing. To maximize UTC benefits, communities should set goals to protect, maintain and enhance their entire urban forest. Careful planning and goal setting are necessary to retain as much mature tree canopy as possible in areas with development pressure and to expand and sustain canopy in already urbanized areas. UTC goals can emphasize environmental quality (stormwater, air quality, carbon offsets), livability and economic vitality.

Though many communities have adopted land use strategies to mitigate sprawl, few have developed land cover strategies like UTC to mitigate urbanization effects.



Additional Resources

Urban Tree Canopy Assessment, Northern Research Station, USDA Forest Service, <http://nrs.fs.fed.us/urban/utc/>

Watershed Forestry Resource Guide, Urban Tree Canopy, <http://www.forestsforwatersheds.org/urban-tree-canopy/>

Urban Natural Resources Institute, <http://www.unri.org/webcasts/archive/march-2011a/>

Society of Municipal Arborists, Urban Forestry BMPs, <http://www.urban-forestry.com/sma-urban-forestry-bmps>

How to Set UTC Goals

Effective UTC goal setting requires involvement and commitment by municipal leaders and staff, local business community, neighborhood groups and citizens. The process generally includes four steps:

- **Assess Current UTC**
 - Can use iTree Canopy Analysis or GIS to arrive at UTC baseline.
- **Assess Possible UTC**
 - Identify opportunities on both public and private land.
- **Adopt Goals Based on Assessments**
 - If possible, institutionalize goals in appropriate ordinances, policies, or community master plan.
- **Develop Implementation Plan**
 - Identify strategies to meet goals based on available resources, political climate and stakeholder needs. Produce timeline and identify parties responsible for each strategy.

Potential Strategies to Implement UTC Goals

- **Plant New Trees**
 - Identify and prioritize planting sites community-wide.
 - Assess species diversity needs.
 - Identify how trees will be maintained.
- **Protect & Maintain Existing Trees**
 - Adopt tree protection ordinance and conservation easements.
 - Produce a tree management plan.
 - Ensure proper pruning in utility corridors.
- **Minimize & Restore UTC Lost to Age, Mortality & Land Conversion**
 - Specify strategies within Comprehensive Land Use Plan (e.g. Smart Growth).
 - Adopt subdivision, zoning, and landscaping ordinances.
 - Identify impact from EAB and potential management strategies.
- **Promote Public Education & Awareness**
 - Promote tree benefits (e.g., community website, newsletter, water bill insert)
 - Promote proper tree planting (e.g., Arbor Day, workshops)
 - Develop or participate in campaigns (e.g., First Downs for Trees, Taking Root in Oshkosh)



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**TREE CITY USA®
BULLETIN**

55

No.

Dr. James R. Fazio, Editor • \$3.00

How Trees Can Retain Stormwater Runoff

Trees in our communities provide many services beyond the inherent beauty they lend to streets and properties. One of the most overlooked and underappreciated is their ability to reduce the volume of water rushing through gutters and pipes following a storm. This means less investment in expensive infrastructure and – importantly – cleaner water when the runoff reaches rivers and lakes.



© iStockphoto.com / Yougen

Drop by drop, rainwater is stored on the leaves of trees, slowing and reducing runoff. The collective effect of this simple action can make a huge difference in a community.

Have you ever stood under a tree that has served as an umbrella during a sudden downpour? Not a good idea when lightning is present, but otherwise the canopy offers welcome shelter.

The next time you experience the umbrella effect, consider the amazing service each tree provides to the quality of our environment. Aside from keeping you dry, the leaves and bark of a tree retain a huge amount of water, allowing some of it to evaporate and some to more slowly reach the ground. Depending on size and species, a single tree may store 100 gallons or more, at least until it reaches saturation after about one to two inches of rainfall. When multiplied by the number of trees in a community, this interception and redistribution can be significant. It is estimated that the urban forest can reduce annual runoff by 2 – 7 percent. This reduction can be converted into dollar savings due to the use of smaller drainage and artificial retention systems. When trees are combined with other natural landscaping, studies have shown that as much as 65 percent of storm runoff can be reduced in residential developments. In fact, sometimes even 100 percent of rainfall can be retained on site.

Through the collective action of leaves and the anchoring and absorbing effects of roots, trees also contribute to soil stabilization, cleaner water and the recharge of groundwater that serves as the drinking supply for over half the nation's population. The role of trees in stormwater retention and its resulting benefits to public health and municipal budgets deserves greater appreciation. It is one more reason why the planting and care of trees in our communities is of critical importance.



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Pioneering Research Leads to Useful Applications

For nearly a century scientists have been studying the influence of forests on rain and snow retention in the mountains. This is important for determining stream flows and making decisions about reservoir management and irrigation schedules. In 1996, scientists at UC-Davis and the USDA Forest Service took a new look at trees and rainfall retention. These studies focused on the potential of individual trees in urban settings.

The work continues today, but research scientist Dr. Qingfu Xiao explained some of the early work he undertook with Dr. E. Gregory McPherson and other colleagues at the Center for Urban Forest Research at Davis, California. The idea was to develop methodology and mathematical models that would explain and predict how much rainwater is intercepted by the leaves and bark of trees. Eventually, this would be refined and described on a species by species basis because retention potential varies with tree structure, bark characteristics and other physical features. The end result has been

the inclusion of this information in the i-Tree suite of software programs. These programs, in turn, provide empirical assessment of the benefits of urban trees and offer research-based guidance for cost-effective planting and care.

The initial research was complicated. It went far beyond simply measuring the amount of water reaching the ground under a tree vs. on open land. Instead, it considered seasonal conditions, the 'architecture' of the tree, and the angle, intensity and duration of rain storms. It even considered the size of raindrops! Importantly, leaf sizes, quantities and angles of attachment had to be evaluated, as well as the texture and amount of bark on limbs and trunk. Finally, apparatus was installed to help with measurements each time it rained. Eventually, rather than waiting for rain storms, the researchers constructed simulators and used computer modeling to allow for as many test variations as desired.

Helpful Tools in the i-Tree Suite

In 2007, a series of software programs began being released to help quantify the contributions of urban trees and serve as a modern guide in their management. Several of these aids clarify the value of trees in reducing rain runoff and helping to keep waterways clean.

i-Tree Streets (formerly STRATUM) focuses on the benefits provided by a municipality's street trees. It makes use of a sample or complete inventory to quantify and put a dollar value on the street trees' annual environmental and aesthetic benefits.

i-Tree Hydro simulates the effects of changes in tree cover and impervious surface areas on stream flow levels and water quality. One use of this tool may help communities incorporate urban vegetation into meeting standards of the Clean Water Act.

i-Tree Species is designed to help urban foresters select the most appropriate tree species to plant or maintain based on environmental function and geographic area.

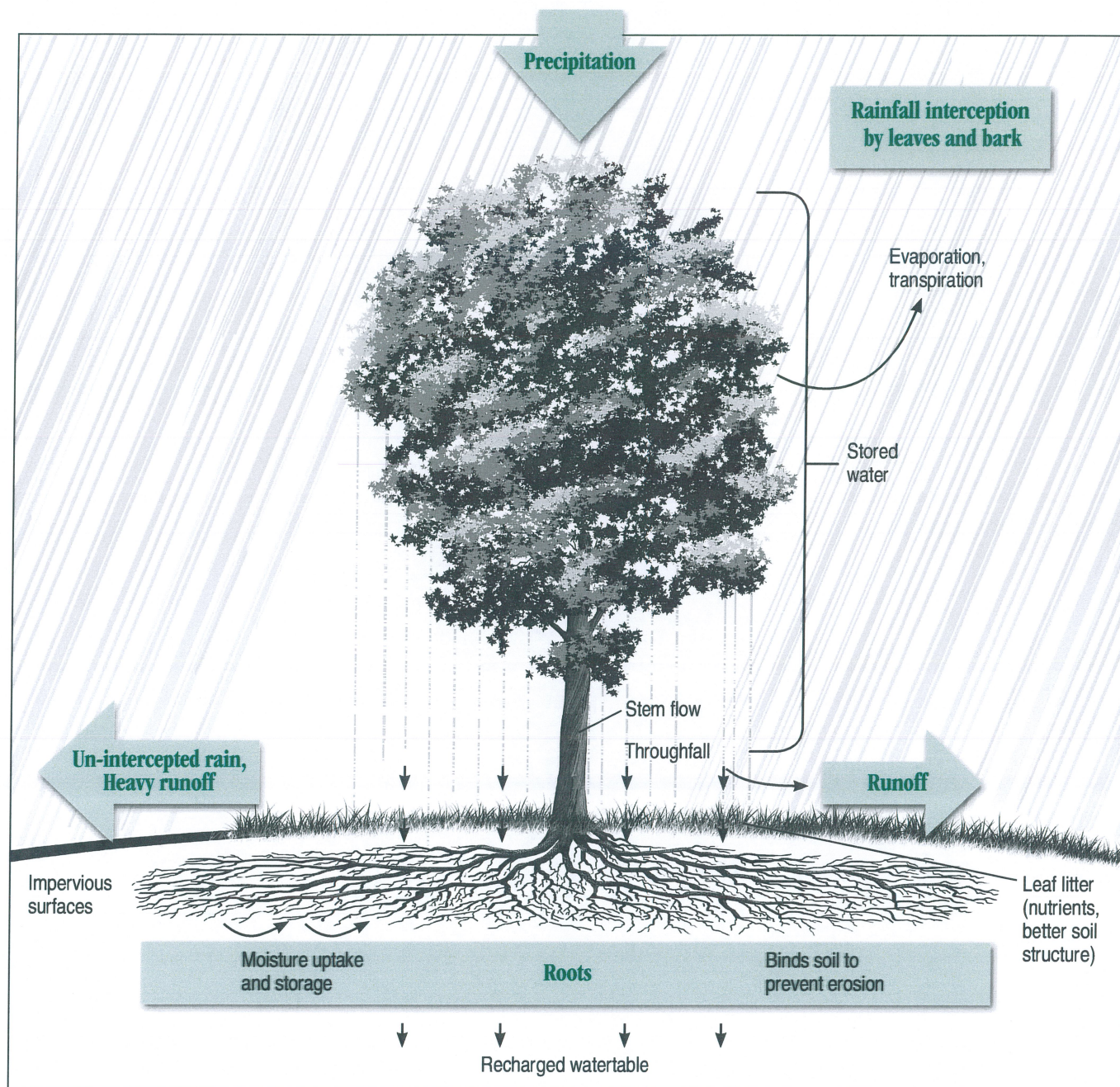
i-Tree Vue uses national land cover data maps to assess a community's land cover, including tree canopy, and some of the ecosystem services provided by the existing urban forest. The effects of different planting scenarios on future benefits can also be modeled.



Courtesy of Qingfu Xiao

Using unique field apparatus, scientists were able to study what happens to rainwater as it is intercepted by urban trees.

Important Ways a Tree Helps with Stormwater Management



Trees help reduce stormwater runoff in several ways. One is to intercept falling rain and hold a portion of it on the leaves and bark. Part of this intercepted water will evaporate and part will be gradually released into the soil below. At the surface of the soil, fallen tree leaves help form a spongy layer that moderates soil temperature, helps retain soil moisture, and harbors organisms that break down organic matter and recycle elements for use in plant growth. This important layer also allows rain water to percolate into the soil rather than rushing off carrying with it oil, metal particles and other pollutants. Below ground, roots hold the soil in place and absorb water that will eventually be released into the atmosphere by transpiration.

More Ways That Trees Can Help

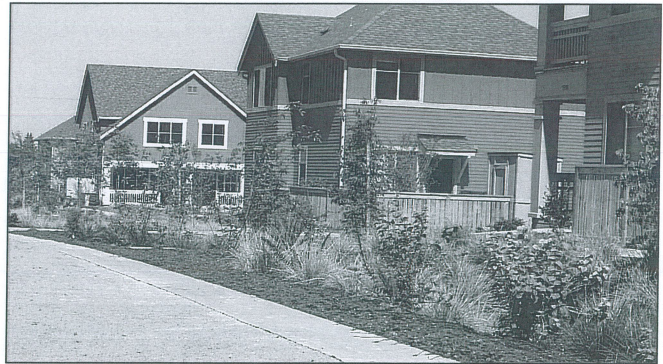
Whether standing alone to intercept rain or working in conjunction with water-retention facilities, trees can make significant contributions. Their benefits are practical and can save money for the community, but they also add beauty and that counts, too.

Vegetative Swales

As impervious surfaces spread with the increase of paved roads, parking lots, driveways and even former lawn areas, the use of swales is more important than ever. The potential of this facility was well demonstrated by the Center for Urban Forest Research in a Davis, California, parking lot. Using a control area for comparison and after 50 storm events and 22 inches of rain, the researchers credited the swale with reducing surface runoff by 89 percent and reducing pollutants by 95 percent.

While some communities require swales in new developments, the vegetated aspect is sometimes overlooked. Designing with plant materials appropriate to the climate and site is important, as is a plan for occasional maintenance, but the effort is most worthwhile. Not only can trees and other vegetation provide the benefits described on page 3, they add to the beauty of the area, help 'calm' traffic, and

offer the welcome cooling effect of shade in the summer. A swale with only rock or sod is depriving the neighborhood of a full return on its investment.



A streetside swale can be attractive as well as useful in retaining and cleaning stormwater runoff.

Stormwater Basins

A stormwater basin is similar to a swale but is generally not linear. Basins are often used in housing developments, especially if the streets and lots do not lend themselves to swales. Designs of basins vary widely. Some are simply concrete boxes that look like fenced, un-peopled swimming pools. They are often eyesores and reduce the space to a single use that contributes little else than the retention of water. On the other hand, stormwater basins can be built to serve as picnic grounds or free play areas during dry weather. Others appear as natural areas, providing open space, wildlife habitat and a touch of beauty.

Fencing or hiding stormwater facilities out of view not only loses the opportunity to create an aesthetically pleasing site design, but also sends the message that stormwater is an attractive nuisance. While there are legitimate concerns for safety and liability, these concerns can usually be resolved with careful design consideration, such as specifying shallow facility depths with gentle side slopes.

— From: Portland Stormwater Management Manual



James R. Fazio

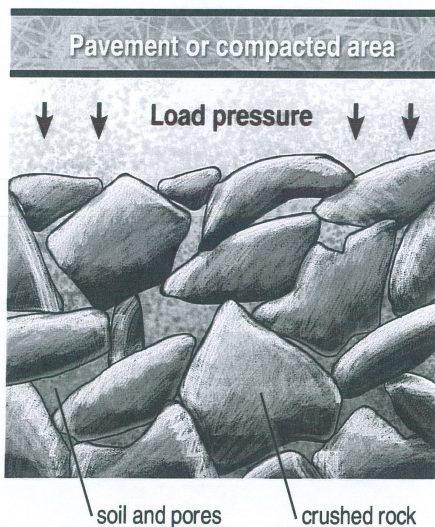


James R. Fazio

Community policy can make the difference between ugly, single-use stormwater basins and those that provide not only function but open space, a refuge for wildlife, and a touch of beauty.

Structural Soil

One of the most significant urban forestry developments in recent decades has been the design and use of structural soil. Pioneered by Dr. Nina Bassuk at Cornell University, structural soil can be used beneath sidewalks and parking lots to provide both the strength needed for paving or compaction and a livable environment for tree roots.



In some cases, the use of structural soil can result in zero runoff from a site. Silva Cells, crate-like structures filled with soil, have much the same engineering attributes as structural soil and provide even more growing space for

roots. Either way, the result is healthier, more robust urban trees and more water retained onsite.

There are several research-tested benefits provided by structural soil:

- It provides a reservoir for runoff that can then percolate deeper into the subsoil and eventually groundwater.
- It allows deeper, better root development. In turn, this means larger tree canopies, more intercepted precipitation and more uptake by roots for transpiration.
- It can be used under paved areas where space for swales is not available.
- Normal amounts of surface pollutants are intercepted before reaching waterways. Immobilized contaminants can then be transformed by soil microbes or taken up by roots.
- Utilities can share the space.

Notes: Type of soil will affect infiltration. Where soils do not accommodate a reasonable rate of percolation, drain pipes may be necessary. Too much pooling of water will cause tree damage or death. Also, where limestone gravel is used in the structural soil mix, pH may become higher than in the native soil. In this case, plant species that can tolerate more alkaline soil.

Tree Pits

Even traditional tree pits can contribute to retaining stormwater runoff. If engineered for water to drain into the pits (sloping pavement, curbs with inlets, etc.), these are called 'stormwater-capturing tree pits.' Their usefulness is enhanced with greater soil volume and by connecting individual pits with trenches. Of course, as with structural soil, it is important for the subsoil to be able to receive percolating water or a drain system is necessary to prevent drowning the root system.

Riparian Buffers

Trees along the shores of lakes and the banks of rivers and streams are more than decorations. Not only do their canopies intercept some of the rain and reduce its impact, their roots anchor the soil and help take up leached chemicals before they reach the body of water. Shrubs in the riparian zone also help slow flood water. Where banks are washed away or heavily impacted, a range of bioengineering techniques are available using natural materials for restoration.



Development and the spread of impervious surfaces produced more stormwater runoff than could be absorbed by the banks of Pine Creek in the City of Maple Grove, Minnesota. The creek has now been restored using a combination of gradient control, rock 'armor,' and planting native vegetation that will eventually include restored tree cover. Bioengineering techniques result in living, self-repairing systems that grow stronger with age.

Cities Putting Trees to Work for Stormwater

There is untapped potential in utilizing trees to address stormwater runoff in urban areas. Traditional approaches used by most municipalities to manage urban trees have focused on short-term aesthetic goals often to the detriment of tree health and full realization of ecosystem services provided by trees. Many municipalities are reluctant to expand tree programs due to budget, staffing, and liability issues. However trees are useful and valuable components of city stormwater infrastructure and provide measurable reductions in runoff volume and pollutant loads. Municipalities should explore opportunities to expand tree planting programs and incorporate trees into engineered stormwater systems. Trees are not just landscaping placed on top of city infrastructure, they are city infrastructure.

– Shirley Trier, Davey Resource Group

Throughout the nation, communities of all sizes are beginning to include trees in their plans to meet federal standards for water quality. Many, however, are slow to see the relationship between trees and stormwater management. Local tree boards need to embrace the challenge of educating engineers, city officials and the general public about the potential of green infrastructure.

The Portland Example

Portland has perhaps the most comprehensive stormwater management program in the nation. With over 37 inches of precipitation annually and important rivers and streams for recreation and fish habitat running right through the city, it is little wonder that Portland places high priority on managing stormwater runoff. As new development occurs, city officials view sustainable stormwater management as the preferred alternative to the traditional piped approach, and mandate onsite stormwater management to the degree possible. According to Portland's Stormwater Management Manual, "Vegetation may be one of the most cost effective and ecologically efficient means available to improve water quality."

The city's guidelines and strict regulations apply to:

- Properties where new offsite discharges will occur or new connections to the public system are required.
- Any project that develops or redevelops over 500 square feet of impervious surface.

The city's goal is to have developments or other projects contain enough runoff onsite to handle the 3.4 inches of rain expected in a '10-year storm.' The following three steps keep trees in the picture while helping developers understand the city's goals and guide them through the application and permit processes:

1. Create an informed project team.

The project team must go "beyond traditional civil engineering expertise." It should include diverse disciplines, all prepared to integrate sustainable stormwater solutions early in the design process. Examples of such team participants include: landscape architects, geologists, geotechnical engineers, planners and licensed design professionals.

2. Maximize permeability, minimize offsite discharge.

Maximize the site's permeability by retaining existing trees and greenspace and by using strategies like pervious pavement and ecoroofs. Minimize offsite discharge by creating a site design that limits pavement and building footprints. These strategies require integration of decisions at all levels of the project, from site planning to materials selection.

3. Use stormwater as a design element.

Instead of pipes that hide water beneath the surface, green systems can work with natural land forms and land uses to become a major site design element. Starting in the conceptual design phase and with an evaluation of a site's infiltration potential and drainage patterns, designers can create a more aesthetically pleasing relationship to the natural features of the site and provide multiple benefits. This, in turn, can result in:

- Recreational opportunities
- Maximized land values
- Improved project marketability
- Landscape and screening requirements being met
- Providing wildlife habitat
- Providing environmental education

'Grey to Green Initiative' Projects

In many established neighborhoods, Portland's infrastructure – like that in many American cities – is aging and needs to be repaired or replaced. Instead of traditional renovations, the 'Grey to Green' approach implements the kind of techniques described in this bulletin. Incentives for going green include a reduction in stormwater user fees. To encourage tree planting, one incentive is that the city helps residents by paying a portion of new tree costs in addition to reducing fees. The larger the species at maturity, the larger the incentive! The city also promotes tree planting through the use of volunteers and by working with contractors on various projects. In all cases, the city's policy is to focus on green street improvements and private stormwater investments first, followed by traditional pipe replacement and upgrades where required and financially appropriate.

Is it working? In one creek basin alone, the program:

- Anticipates saving more than \$58 million by integrating green infrastructure and pipe replacement and repairs, 40 percent less than the cost of traditional solutions.
- Sewer backups and overflows are being reduced.
- Potentially more than 20,000 residents and hundreds of small businesses will be engaged in stormwater initiatives.

Throughout the city:

- More than 900 green street facilities are being constructed and incentives were provided or are available for 150 targeted private improvement projects.
- Over 10,000 new street trees and 60,000 seedlings in natural areas have been planted.
- Habitat in environmentally sensitive areas is being restored, including the removal of invasive species and the planting of native tree and shrub species.



Naomi Tsurumi

Through partnerships with Friends of Trees and volunteers, street trees are being planted to help with stormwater management in Portland, Oregon. The results of using incentives for homeowners exceeded expectations with more than 1,000 new yard trees planted in the first years of the 'Grey to Green' initiative.

Other Blue Ribbon Cities

The Environmental Protection Agency cites several other cities as leaders in the use of trees and other vegetation for stormwater management. These include:

Chicago – Its green roof demonstration on the top of City Hall resulted in numerous others throughout the city, as well as heightened awareness about green infrastructure.

Lenexa, Kansas – Using both regulatory and non-regulatory approaches, Lenexa has created riparian greenways through a stream setback ordinance, protecting natural areas and implementing other green infrastructure practices.

Philadelphia – Demonstration projects and green infrastructure used in planning and development has saved the city approximately \$170,000.

Pittsburgh – In addition to having the first ever LEED certified convention center, Pittsburgh is using natural systems to help absorb, infiltrate, reuse and evaporate runoff.

Seattle – Rain gardens, rain barrels, downspout disconnection, swales, green roofs and other green infrastructure techniques are being used along with a campaign to reduce impervious surfaces.

Milwaukee – City funding is paying off in reduced runoff and improved water quality through downspout disconnects and several greening programs.



City of Chicago

Trees, shrubs and other vegetation atop the city hall building in Chicago help slow and retain stormwater runoff as well as reduce the urban heat island effect. The site has served as a demonstration of what can be done with beneficial results elsewhere in the city.

EPA is the Source of Regulations and Help

The Environmental Protection Agency was an outgrowth of the original Earth Day in 1970. It was created to establish and enforce environmental standards that "protect human health and safeguard the natural environment." Today the EPA is challenged to provide federal leadership in the area of stormwater management and other sustainable practices. The agency recognizes trees and other vegetation as part of the 'best management practices' that can help it attain its goal of protecting the quality of our nation's water.

For More Information

Due to the technical nature of much of the material in this issue, its thorough treatment is well beyond the page limits of a bulletin. To find links and other sources that will provide more details, please visit arborday.org/bulletins and click on No. 55.



James R. Fazio

Conifers have even more rainwater interception potential than deciduous broadleaf trees, but both can have a significant impact on the volume and purity of storm runoff.

Tree City USA Bulletin © 2010 Arbor Day Foundation. John E. Rosenow, publisher; James R. Fazio, editor; Karina Helm, graphic designer and illustrator. Special reviewers for this issue: Dr. Greg McPherson, Project Leader and Research Forester, USDA Forest Service, Pacific Southwest Research Station and Jennifer Karps, Grey-to-Green Coordinator, City of Portland (Oregon) Environmental Services.

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Tree City USA Bulletin ORDER FORM

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1 Issue
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|---|-----|----|
| 1. How to Prune Young Shade Trees | 1. | \$ |
| 2. When a Storm Strikes | 2. | |
| 3. Resolving Tree-Sidewalk Conflicts | 3. | |
| 4. The Right Tree for the Right Place | 4. | |
| 5. Living With Urban Soils | 5. | |
| 6. How to Hire an Arborist | 6. | |
| 7. How to Save Trees During Construction | 7. | |
| 8. Don't Top Trees! | 8. | |
| 9. Writing a Municipal Tree Ordinance | 9. | |
| 10. Plant Trees for America! | 10. | |
| 11. How to Prevent Tree/Sign Conflicts | 11. | |
| 12. What City Foresters Do | 12. | |
| 13. Trees for Wildlife | 13. | |
| 14. How to Kill a Tree | 14. | |
| 15. How to Recognize/Prevent Hazard Trees | 15. | |
| 16. How to Recycle Shade Tree Materials | 16. | |
| 17. How to Landscape to Save Water | 17. | |
| 18. Tree City USA Growth Award | 18. | |
| 19. How to Select and Plant a Tree | 19. | |
| 20. A Systematic Approach to Building with Trees | 20. | |
| 21. How Trees Can Save Energy | 21. | |
| 22. Tree City USA: Foundation for Better Mgt. | 22. | |
| 23. How to Conduct a Street Tree Inventory | 23. | |
| 24. Trees and Parking Lots | 24. | |
| 25. Tree Line USA | 25. | |
| 26. Understanding Landscape Cultivars | 26. | |
| 27. How to Manage Community Natural Areas | 27. | |
| 28. Placing a Value on Trees | 28. | |
| 29. How to Plan for Management | 29. | |
| 30. Ten Tree Myths to Think About | 30. | |
| 31. Tree Protection Ordinances | 31. | |
| 32. Let's Stop Salt Damage | 32. | |
| 33. How to Interpret Trees | 33. | |
| 34. How to Fund Community Forestry | 34. | |
| 35. Protect Trees During Underground Work | 35. | |
| 36. How to Work with Volunteers Effectively | 36. | |
| 37. Plant Health Care | 37. | |
| 38. The Way Trees Work | 38. | |
| 39. Putting Trees to Work | 39. | |
| 40. Trees in the Riparian Zone | 40. | |
| 41. Reduce Wildfire Risk | 41. | |
| 42. Working With Children | 42. | |
| 43. Selling Tree Programs | 43. | |
| 44. What Ails Your Tree? | 44. | |
| 45. Trees For Better Streets | 45. | |
| 46. Data to Advocacy | 46. | |
| 47. How to Bring 'Nature Explore' to Your Community | 47. | |
| 48. Teamwork Strengthens Community Forestry | 48. | |
| 49. Trees and the Law | 49. | |
| 50. Tree Campus USA | 50. | |
| 51. Trees and Safety | 51. | |
| 52. Making Good Use of Small Spaces | 52. | |
| 53. What Tree is That - and Why? | 53. | |
| 54. How to Grow a Great Tree Board | 54. | |
| 55. How Trees Can Retain Stormwater Runoff | 55. | |
| —Tree City USA Annual Report | | |

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DRAFT

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
February 4, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 6:30 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Krueger, Zelinski, Englebert, Benner, Klein, Taylor, Sevenich, Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, LD Lenz, Dpty Treasurer Sassman, Clerk Galeazzi

C. MINUTES TO APPROVE

1. January 21, 2013

Moved by Ald. Krueger, seconded by Ald. Zelinski to approve minutes.

Motion carried on voice vote.

D. COMMUNICATION

1. Notice Regarding Ninth Street Lift Station and Force Main Improvement Project

DPW Radtke explained the City has experienced several sanitary sewer bypasses in the last decade within the Ninth Street Life Station drainage basin. The WisDNR and the City have executed a Compliance Agreement to reduce the clear water entry into the City's sewerage system, including problems in the Ninth Street Lift Station drainage district. DPW Radtke explained the improvements to the lift station and the estimated cost of \$459,400. The project will be financed with a low interest loan from the Wisconsin Clean Water Fund. The bid process will begin in March 2013 with the project expected to be completed by August 2013. They are expecting no service interruptions during the improvement project.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Klein to adjourn at 6:40 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk

D R A F T
MINUTES OF REGULAR MEETING
ELISHA D. SMITH PUBLIC LIBRARY TRUSTEES
Elisha D. Smith Public Library
January 17, 2013

Call to order at 4:00 p.m. by Vice President Enos

Present: Eisen, Enos, Kiley, Kobylski, Nichols, Wicihowski, Crawmer, Webster (teen rep)

Absent: Murray

Also present: Director Lenz, C. Brandt (Head of Circulation Services), K. Beson (Head of Children's Services), P. Captain (City Attorney and Human Resources Director)

It was noted that the December, 2012, meeting was cancelled due to a snowstorm and that this meeting combines the business of that meeting with the current one.

Authorization of Bills

Motion to authorize payment of the December list of bills and the second December list of bills from the 2012 budget and the January list of bills from the 2013 budget as presented by Enos, seconded by Wicihowski, and carried unanimously.

Consent Business

The following Consent Business items were presented for the Board's consideration:

Approve Library Board meeting minutes, November 15, 2012

Accept meeting minutes of Policies and Personnel Committee, October 25, 2012

Accept meeting minutes of Policies and Personnel Committee, November 29, 2012

Accept meeting minutes of ad hoc Long Range Planning Committee, November 27, 2012

Accept meeting minutes of ad hoc Long Range Planning Committee, December 11, 2012

Accept meeting minutes of Finance Committee, December 12, 2012

Motion to approve the Library Board meeting minutes of November 15, 2012, and to accept minutes of the Policies & Personnel Committee meetings of October 25 and November 29, 2012, the Ad Hoc Long Range Planning Committee meetings of November 27 and December 11, 2012 and the Finance Committee of December 12, 2012, by Nichols, seconded by Crawmer and carried unanimously.

Director's Report/Information Items

1. November, December, and Annual Statistics. These reports were reviewed. Overall lending during 2012 was down 4.6% from 2011. Digital downloads, though not included in lending statistics, increased significantly, as did the use of wireless Internet access within the building, directional assistance, volunteer hours, and program attendance. There was a discussion of the potential for including more electronic use statistics in requests for county funding.

2. Endowment Report. Copies of the endowment reports for December and January were reviewed, as was an annual report of endowment activity during 2012. Lenz will prepare an endowment fund budget for the next board meeting. Recent donations to the fund are:

- \$15.00 Donation from Jim & Joyce Reiland
- \$20.00 Meeting room use from Pampered Chef
- \$20.00 Meeting room use by New Light Church
- \$20.00 Meeting room use by Chang Recital
- \$20.00 Meeting room use by East Central WI Regional Planning Commission
- \$25.00 Meeting room use by AAUW
- \$25.00 Donation from Susan and Thomas Gruper
- \$25.00 Donation from Dave & Kathy Wicikowski
- \$50.00 Meeting room use by UW-O Learning in Retirement
- \$50.00 Donation from Donald S. Koskinen
- \$50.00 Donation from Jack Fry
- \$50.00 Donation from Patrick D. & Susan J. Morrissey
- \$50.00 Meeting room use by Laura's Music Studio
- \$60.00 Meeting room use by Mystery Readers Group
- \$100 Donation from Paul & Elizabeth Eisen
- \$100 Donation from Karen Phillips
- \$100 Donation for books on knitting by Apple Knitters Guild
- \$100 Donation from Mame and Daniel Heaney
- \$300 Donation from the Lenz-Gazecki Post 152 American Legion
- \$700 Donation from the Ben and Debbie Adams Charitable Fund
- \$1,000 from an anonymous donor
- \$1,000 Donation from Mowry Smith III

3. Current Budget Status. The 2012 budget is 97.5% spent, but bills incurred last year will continue to be taken from that budget until last year's books are closed.
4. Staff Reports. We had a food for fines drive in November, and we received thank you letters from places that received the food. We also received a letter from Kristin Sewall at City Hall thanking us for participating in the city's Halloween celebration. The Teen Zone/Work Place switch is complete. The new Teen Zone was featured on television channel NBC26 during the evening news at the end of November, and it appears to be welcomed by teenage library patrons. All performance reviews have been written, discussed with staff members and filed. Rebecca Clark (part-time aide) has submitted her resignation.
5. Library System Report: Tasha Saecker, Menasha's representative on the library system board, submitted a review of the system board's last meeting.
6. Ad Hoc Long Range Planning Committee Report. Committee Chair Nichols described the recent community forum held at the library to help the committee strategize. She reminded the board that they will participate in a discussion at the next board meeting that will be used in the same way. The committee plans to begin setting goals and devising strategies to meet those goals soon.
7. Ad Hoc Fundraising Committee: Lenz conveyed a request from Board President Murray to delay action by this committee until he returns in February.

Discussion/Action Items

8. Personnel and Policies Committee: This committee is recommending a change to the library's Code of Conduct policy that excludes food in the library other than that provided during a program. Policy changes must be presented for review at one board meeting and voted on at a future meeting.
9. Final 2013 Budget. The Finance Committee met on December 12 to finalize the budget, given the final allocation recommended by the mayor and approved by the city's Common Council. In order to accommodate a reduction to the budget, Lenz has made some staffing changes. Hours for some staff members have been reduced. Those changes made other adjustments to the budget possible, including maintaining a materials budget close to that of 2012, protection of premium pay for summer Saturdays and winter Sundays, although at a lower rate, and a cost of living adjustment (COLA) to help defray the losses to income realized by staff due to mandatory increases in retirement contributions and increased income taxes. The committee recommended approval of a 1.25% COLA for library staff effective January 1, 2013, and a change to the definition of premium pay to begin on the same date to be an employee's regular hourly rate plus \$2.00 per hour. HR Director Pam Captain explained that it is difficult to make such changes retroactively and requested that any changes be made effective January 20, 2013.

Motion

Eisen moved to approve the 2013 final budget with a 1.25% COLA and a new definition of Premium Pay, specifically the usual hourly rate plus \$2, effective January 20, 2013. Seconded by Wicichowski. Roll Call Vote: Enos Y, Wicichowski Y, Eisen Y, Kobylski Y, Kiley Y, Nichols N, Crawmer N. Motion carried.

10. Step increases for eligible staff members for 2013. Based upon provisions in the library's policy, these part-time and full-time employees are eligible for step increases beginning January 1, 2013:

Cate Brandt	Support Services Supervisor	exempt	step 9 to step 10
Pam Moran	Clerk	30 hours/wk	step 1 to step 2
Marina Nelessen	Clerk	20 hours/wk	step 6 to step 7
Cassie Payne	Assistant Librarian	20 hours/wk	step 2 to step 3
Kris Seefeldt	Office Manager	exempt	step 7 to step 8
Vanessa Taylir	Teen Librarian	full-time	step 4 to step 5

Motion

Motion to approve step increases for listed staff effective January 20, 2013, made by Enos, seconded by Wicichowski, carried unanimously.

11. Closed Session. Motion to adjourn into closed executive session pursuant to WI Statute §19.85(1)© for the purpose of considering promotion, compensation or performance evaluation of employees made by Wicichowski, seconded by Crawmer, carried unanimously.

Captain, Beson, Webster, and Brandt left the meeting at 4:50 p.m.

12. Merit increases for eligible staff members for 2013: Lenz recommended merit increases for both eligible staff members:

Adult Services Supervisor Joe Bongers	step 10 to step 11
Reference Librarian Pattie Stanislawski	step 10 to step 11

Lenz left the meeting at 4:55 p.m.

13. The director's review and pay were discussed.

14. Adjourn and reconvene in open session. Motion to adjourn the closed session and reconvene in open session by Kobylski, seconded by Nichols. Motion carried unanimously.

Lenz rejoined the meeting at 5:16 p.m.

Motion

Motion to approve merit increases for Adult Services Supervisor Joseph Bongers from step 10 to step 11 and for Patricia Stanislawski from step 10 to step 11 effective January 20, 2013, made by Nichols, seconded by Crawmer. Motion carried unanimously.

Motion

Motion to approve a 1.25% COLA effective January 20, 2013, for Lenz by Eisen, seconded by Crawmer. Motion carried unanimously.

Announcements

15. Reminder: At our next meeting we will discuss the questions presented in November by the ad hoc Long Range Planning Committee.

16. Trustee Essentials: Enos will summarize Chapter VII at the next meeting.

17. Legislative Day: Any board members who would like to attend the WLA Library Legislative Day in Madison on February 5 should contact Lenz or Seefeldt.

Adjournment

Motion to adjourn the meeting at 5:20 p.m. by Nichols, seconded by Wicihowski and carried unanimously.

Respectfully submitted,

Kathy Wicihowski, Recording Secretary (closed session)

Cate Brandt, Recording Secretary

CITY OF MENASHA
Parks and Recreation Board
Council Chambers, 3rd Floor City Hall – 140 Main Street
February 11, 2013
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order by Chr. Dick Sturm at 6:00 p.m.

B. ROLL CALL/EXCUSED ABSENCES

MEMBERS PRESENT: Chr. Dick Sturm, Sue Pawlowski, Nancy Barker, Lisa Hopwood, Cindy Schaefer-Kemps, Ald. Kevin Benner

MEMBERS EXCUSED: Luke Schiller

OTHERS PRESENT: PRD Tungate, PS Maas, Paul and Dave Mix from VFW Nicolet Post 2126

C. MINUTES TO APPROVE

1. **Minutes of the January 14, 2013 Park Board Meeting**

Moved by L. Hopwood seconded by N. Barker to approve the January 14, 2013 Park Board minutes. Motion carried.

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

Five (5) minute time limit for each person.

No one spoke.

E. REPORT OF DEPARTMENT HEADS/STAFF/YOUTH LIAISON OR CONSULTANTS

1. **Department Report – PRD Tungate**

PRD Tungate reported the Winter Gala on February 3 was a success and well attended, work is wrapping up on the 2013 summer program booklet, park reservations for 2013 began on February 1 and city special event packets have been mailed out. Office work continues on inputting data in the new registration/reservation software system, some of this input is being done by part-time staff.

2. **Park, Pool and Vandalism Report – PS Maas**

PS Maas reported that work on installation of new pool filters is continuing, considerable amount of labor went into building snow blocks before the Winter Gala, park signs are being made indoors, some small tree trimming is occurring. Ice rink and ski trail maintenance is being performed as needed.

F. DISCUSSION

1. **WDNR PFD Loaner Program**

PRD Tungate led a discussion about this WDNR program. It involves the installation of a small station at the Jefferson Park boat landing which would have a large container with youth life jackets inside. The jackets can be used and returned as needed. It's designed to keep kids safe on or near the water. The program has gone well in other communities. Life jackets have not been stolen. Staff is awaiting word on involvement in the program by the Coast Guard Auxiliary. An agreement will be given to CA Captain to review. Topic will be covered again at next month's meeting.

2. **I-Tree – Urban Tree Canopy (UTC) Report – PS Maas**

PS Maas reported on the results of WDNR's analysis of the urban tree canopy (UTC). The city

ranked near the average of all Fox Cities communities. Kim Miller, a regional forester with WDNR is scheduled to give a short presentation to the Common Council on February 18.

3. **Gilbert Site Update – PRD Tungate**

PRD Tungate reported that an appraisal is being done on the strip of riverfront property as staff ramps up for a May 1 State grant submittal. This strip of land will have to be accepted as a donation to the city before the grant can be submitted. RA Smith National is working on the project design and budget.

4. **Pool Study Update – PRD Tungate**

PRD Tungate and PS Maas recently met with staff from Water Technology Inc. They are working on three options for the pool and bathhouse based on input from the pool friends group, senior citizens and youth as well as staff ideas. The three concepts should be done by mid-March. It has yet to be determined how and when further public input will be received on the pool options.

G. ACTION ITEMS

1. **VFW Post 2126 – Landscape Improvements to Isle of Valor – Plan Review at Meeting – Paul Mix**

Paul Mix and Dave Mix presented plans to make some minor improvements to the Isle of Valor. They plan to raise funds to install six flag poles along the walkway to the monument, along with 5 granite benches (2 along the walkway, 3 by the monument) by the end of 2013. They would also like a new sign on Keyes St. directing people to the Isle of Valor. Motion by L. Hopwood, seconded by S. Pawlowski to approve the installation of six flag poles and five benches at the Isle of Valor. Motion carried

H. PUBLIC COMMENT ON ANY MATTER LISTED ON THE AGENDA

Five (5) minute time limit for each person

1. No one spoke.

I. ADJOURNMENT

Moved by Ald. K. Benner, seconded by N. Barker, to adjourn at 7:30 p.m. Motion carried.

DRAFT

CITY OF MENASHA
PERSONNEL COMMITTEE
Third Floor Council Chambers
140 Main Street, Menasha
February 4, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Krueger at 6:45 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Krueger, Zelinski, Englebert, Benner, Klein, Sevenich, Langdon, Mayor Merkes

EXCUSED: Alderman Taylor

ALSO PRESENT: CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, LD Lenz, Dpty. Treasurer Sassman, Clerk Galeazzi

C. DISCUSSION/ACTION ITEMS

1. Comptroller-Treasurer Position

CA/HRD Captain explained the City Ordinance indicated that for the position of Comptroller/Treasurer the Personnel Committee interviews candidates and makes a recommendation to the Mayor. Staff would like direction if they should start the recruiting process or consider any recommendation from the Springsted Succession and Efficiency Study.

General discussion ensued on the Succession and Efficiency Study and the upcoming meeting with representative from Springsted. General consensus was to wait until staff meets with representatives from Springsted.

2. Title 2, Chapter 3 of Municipal Code – Municipal Officers and Employees

No discussion or action.

D. ADJOURNMENT

Moved by Ald. Zelinski, seconded by Ald. Klein to adjourn at 6:50 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk

CITY OF MENASHA
Redevelopment Authority
Council Chambers, 3rd Floor, City Hall – 140 Main Street
February 11, 2013
DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 5:05 p.m. by Chairman Kim Vanderhyden.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Bob Stevens, Kim Vanderhyden, Gail Popp, Linda Kennedy, Kip Golden and Ald. Jim Englebert

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED: Susan Smith

OTHERS PRESENT: CDD Keil, and Ald. Chris Klein.

C. MINUTES TO APPROVE

1. Minutes of the January 31, 2013 Redevelopment Authority Meeting

Motion by Ald. Englebert, seconded by Linda Kennedy to approve the January 31, 2013 Redevelopment Authority meeting minutes.

The motion carried.

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

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

1. Ald. Klein inquired as to how the proposed reduction in lot prices would affect the RDA's repayment obligations to the City of Menasha. (This was addressed under Item G. 2.)

E. COMMUNICATION

1. Lake Park Villas Home Standards and Rules and Regulations

Discussion was held on the relationship of these items to the covenants and the urgency to complete the revisions to the restated covenants.

F. DISCUSSION

1. Marketing/Lot Sale Update

a. Community at Lake Park Marketing/Website and Print Materials – Ark Media Group

The comments from the RDA members were distributed and discussion was held on various aspects of the website including its overall content, legibility, photo images, etc. It was the consensus that CDD Keil and Chairman Vanderhyden meet with Ark Media to address the concerns expressed by RDA members.

G. ACTION ITEMS

1. **Amendment #1 to Standard Agreement for Services Ark Media and Redevelopment Authority of the City of Menasha – 2013 Marketing and Advertising Plan**
No action was taken.

2. **Amendment to Listing Agreement – Coldwell Banker-The Real Estate Group**

a. Lot Pricing

Commissioners discussed the short and long-term implications of adjusting lot prices and

how this might be coupled with other incentives to induce development. The absence of a model home in the Phase II HOA was seen as a major drawback to marketing the development. Prospects of offering builder incentives to Cypress Homes, Lexington Homes and other builder's incentives to build model homes were also discussed. Since the RDA already owned the lots, options for the RDA to hold the lot cost were considered.

Motion by Kim Vanderhyden, seconded by Linda Kennedy to amend the listing contract to adjust the list price on the lots as presented.

The motion carried.

Motion by Ald. Englebert, seconded by Gail Popp to authorize the brokers to offer builder incentives as follows:

- That the RDA will transfer lots to the builder, the payment for which is to be due and payable upon transfer to a third party
- That the RDA will allow the construction of a spec home on its property, the payment for which is to be due and payable upon transfer to a third party

The motion carried

It was understood that conditions may need to be attached to the transaction concerning construction scheduling, limitations on the ultimate transfer date, etc.

With regard to the repayment of the RDA obligations to the city, CDD Keil stated that the revenue sources for the repayment are from lot sales and tax increment received from TID #12. Although the reduced lot price will diminish the amount of revenue available to pay the city in the short term; that should be offset in the longer term through tax increment garnered from accelerated lot sales.

3. Authorization to Transfer an Undivided Interest in Outlot 2 of CSM 3277 to Adjoining Property Owners

CDD Keil stated that he had received tentative approval for the transfer of an undivided interest in Outlot 2 of CSM 3277 from the Ponds of Menasha and that the two residents abutting the outlot in the Lake Park Villas Phase II Homeowners Association were not interested in having an ownership interest at this time.

Motion by Kim Vanderhyden, seconded by Gail Popp to authorize the transfer of the Outlot 2 of CSM 3277 to the Ponds of Menasha for nominal consideration.

The motion carried.

H. ADJOURNMENT

Motion by Linda Kennedy, seconded by Kim Vanderhyden to adjourn at 5:50 p.m.

The motion carried.

Minutes respectfully submitted by Greg Keil, Community Development Director.

**CITY OF MENASHA
SUSTAINABILITY BOARD
Common Council Chambers
140 Main Street, Menasha**

**Tuesday, January 15, 2013
DRAFT Minutes**

A. CALL TO ORDER

Meeting called to order by Linda Stoll at 6:00 p.m.

B. ROLL CALL/EXCUSED ABSENCES

Present: Danielle Handler, Ed Kassel, Roger Kanitz, Linda Stoll, Kathy Thunes, Paul Van de Sand
Also Present: Mayor Merkes

C. PUBLIC COMMENTS ON ANY MATTER OF CONCERN TO THE SUSTAINABILITY BOARD

No one spoke

D. MINUTES TO APPROVE

1. Motion to Approve the November and December 2012 Sustainability Board minutes by Paul Van de Sand, seconded by Roger Kanitz, motion carried

E. Communications

1. Rodger Kanitz attended the Parks Board, requested further information regarding the Gilbert Site shoreline project for the Sustainability Board.
2. KathyThunes informed the group of a sustainability grant opportunity available through the Community Foundation. The deadline for application is January 31.

F. Reports

1. Ed Kassel provided synopsis of progress to date on the River-Gen project and described a checklist that is being developed for the project.

G. DISCUSSION

1. Updating Sustainability Board Website
Danielle presented some concept ideas as to how the website could be more useful and user friendly. Mayor Merkes will get additional information if the page could be developed at UW Fox and the file inserted by city employees or if it would need to be created at the city level.
2. Sustainability Board Annual Report and future work plan
Linda and Mayor Merkes met earlier today to develop a future work plan to present to the board. Four areas of emphasis would be Energy Reduction Goals, Active Communities, Waste Management, Bike/Ped funding best practices. Emphasis would be placed on best practices and goals to recommend to the common council based those practices others have used and how they related to maintaining neighborhood tax base and reducing costs.
3. Waste Management
Danielle presented the preliminary survey data that UW Fox students collected. The city was divided into six areas to provide a broad representation of the population. The students will present the final results at a future date as well as at the state capitol in spring. Committee members requested additional information from the city to assemble a recommendation to the common council at a later date, including: total tonnage of waste and recyclables collected, average per capita tonnage of waste and recyclables collected in the area, number of stops with each size refuse container, and any best practices for volume based refuse collection and automated recycling collection. Information regarding the drop off site use will also be provided to the committee.

4. Complete Streets/Active Communities

Active community assessments can be used as a tool to maintain and grow the image and tax base of the community by focusing resources on things that make the community attractive to potential residents. Linda has volunteered to work with department heads to complete the survey for the City of Menasha. The Town of Menasha has already completed the survey.

5. City of Menasha recycling event

Date has been set for spring event April 27th in both the City and Town of Menasha. There will also be events in Neenah May 4th and at the Habitat ReStore April 20th. All four locations will be open to Menasha residents.

H. ADJOURNMENT

Motion made by Paul Van de Sand and seconded by Roger Kanitz to adjourn at 7:45 p.m.

Motion carried.

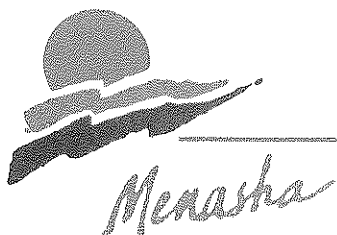
Minutes submitted by Mayor Merkes

2012 Special Event Fees by Department

Event, Date & Sponsor	Street Dept.	Parks & Rec	Police	Fire	Sub-Total	Total Invoiced
Runaway to the Bay, April 14	\$0.00	\$0.00	\$51.00	\$0.00	\$51.00	\$51.00
Memorial Day Parade, May 28	\$82.05	\$0.00	\$119.00	\$0.00	\$201.05	\$100.53
Backdraft Bike Tour, June 10	\$0.00	\$164.00	\$0.00	\$0.00	\$164.00	\$82.00
Community Fest, July 3-4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Diablo Cycling's Twilight Critterium, August 11	\$77.53	\$134.00	\$0.00	\$0.00	\$211.53	\$211.53
Gunski Runski, August 11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Twisted Pistons Cruise In, August 16	\$70.53	\$379.00	\$0.00	\$0.00	\$449.53	\$224.77
Race the Lake, August 19	\$192.51	\$0.00	\$311.50	\$0.00	\$504.00	\$504.00
Moosefest, August 25-26	\$67.18	\$233.00	\$0.00	\$0.00	\$300.18	\$300.18
Jazzfest, August 31-September 2	\$23.60	\$675.00	\$399.50	\$0.00	\$1,098.10	\$549.05
Labor Day Parade, September 3	\$47.16	\$0.00	\$114.50	\$0.00	\$161.66	\$80.83
Seafoodfest, September 5-9	\$106.49	\$1,499.00	\$558.88	\$0.00	\$2,164.37	\$1,082.19
Kids Day, September 22	\$117.56	\$0.00	\$0.00	\$0.00	\$117.56	\$117.56
Fox Cities Marathon, September 23	\$917.51	\$210.00	\$901.54	\$0.00	\$2,029.05	\$1,014.53
St. Joe's Food Pantry Run, October 13	\$68.50	\$0.00	\$98.50	\$0.00	\$167.00	\$83.50
Menasha High Homecoming Parade, October 5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
St. Mary's Homecoming Parade, October 5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jingle Bell Run for Arthritis, December 1	\$0.00	\$0.00	\$85.00	\$0.00	\$85.00	\$42.50
New Year's Eve Celebration, December 31	\$687.84	\$240.00	\$38.25	\$0.00	\$966.09	\$483.05
2012 Totals	\$2,458.46	\$3,534.00	\$2,677.67	\$0.00	\$8,670.12	\$4,927.22

Non-Profit Organizations

*The above fees do not include prepaid Administration or Street Use Application Fees



Memorandum

TO: Common Council
FROM: Greg Keil, CDD *ck*
DATE: February 14, 2013
RE: Status of Gilbert Mill Site Redevelopment/Shoreline Park

City staff is currently working on putting together an application for WDNR Stewardship Grant funds for the shoreline area. The project proposed for funding will consist of shoreline restoration and enhancements including a trail, shoreline plantings, enhanced access for fishing and other amenities. The engineering/design firm RA Smith National is engaged in the design development for this project, and a plan for the shoreline park we be presented for review in the near future.

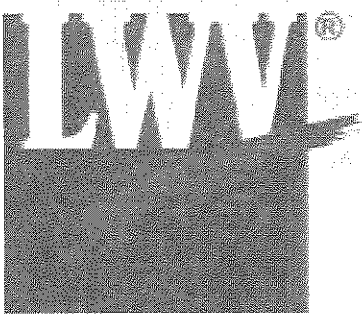
Preparations for the donation of the shoreline area are also underway, with a Certified Survey Map and an access easement to be presented to the Plan Commission and Common Council for consideration in March. The shoreline donation is a critical component of making this project work, as the value of the land being donated is the primary source of match for the Stewardship Grant.

With respect to the building demolition, it is expected that the area included in the shoreline donation will be presented to the city in a condition very close to final grade, and suitable for the installation of the trail and other improvements. It is also expected that the demolition of the remaining structures, except for the boiler house building and smokestack, will be completed in the next two months.

We are eagerly anticipating the conclusion of the protracted demolition phase on the former Gilbert Paper Mill site. The Stewardship Grant will restore the shoreline area to a condition where it can be enjoyed by the public, and with the end of demolition, the balance of the site will be put in a condition suitable for sale and development by private entities.

The League of Women Voters of Winnebago County presents...

CITY & TOWN OF MENASHA CANDIDATES FORUM



THURSDAY, MARCH 21, 2013

**Elisha D. Smith Public Library
Company E Room
440 First Street, Menasha**

6:00 p.m. -- Candidates for City of Menasha Alderman

District 1: Chris Klein (incumbent)
Rebecca Nichols

District 5: Michael Keehan
Steve Krueger (incumbent)

7:15 p.m. -- Candidates for Town of Menasha Supervisor

Supervisor 2: Barbara J. Hanson (incumbent)
Robert P. Mazur

Supervisor 4: Michael J. Dillon (incumbent)
Nicholas Gebert

Written questions will be accepted from the public

Election Date: April 2, 2013

Don Merkes

From: Kip Golden [Kip.Golden@Miron-Construction.com]
Sent: Wednesday, February 06, 2013 2:32 PM
To: Chris Klein; Michael Taylor.; Stan Sevenich; Mark Langdon; Steve Krueger; Daniel Zelinski; Jim Englebert; Kevin Benner
Cc: Don Merkes
Subject: City of Menasha Common Council Members

I am writing to implore you to keep the City of Menasha funding in the Appleton Regional Partnership. We have a host of other municipalities that are investors in the initiative with two more (Brillion and Chilton) added in the past week. Some at first questioned the name but after realizing the reason behind it are more than ok with it. They fully support it as did our mayor at the press conference on Monday.

One of the strongest statements of why we need this partnership came from the Village of Kimberly at the press conference. As we all know they lost NewPage but what most don't know is that only around 70 of the 600 employees that lost their jobs reside in Kimberly. That means 530 reside somewhere else in our region. We win and lose as an entire region, not as individual municipalities.

So why the name? In my travels with the Chamber and my company it became apparent that the Fox Cities is not a known brand and never can be. This area has tried for years to make that our brand but it is not possible because it can't be found on a map. Now I understand the Fox Cities name has true meaning to all us here and always will but it does not to the national and international arenas we are competing in.

So why Appleton? They reason we used Appleton in the name is because they are our largest municipality in the partnership and can be found on a map. I don't understand it but I acknowledge that this does not sit well with some people. After living here my entire life I understand the barriers that many people put up between the municipalities. Quit honestly we need to put that aside and band together to get this job done. The best way to do that it to trust the experts in the economic development world and they are saying this is the best name for us to get on the radar of businesses looking to expand that are located in our area but not headquartered here and to attract new companies to this area.

Why not Menasha Regional Partnership? Well first we need to understand why Appleton and again that is solely because it is our largest municipality. It is a nationally recognized practice in the economic development industry to use the name of the municipality with the largest population as part of the entities name. Just think about it, what would be our reasoning to use Menasha? There is absolutely no solid reason to use Menasha? We use Menasha without any reasoning and other municipalities will be questioning why? We are using Appleton because it is the largest. Plain and simple. Showing preferential treatment to any particular municipality is not what we stand for and never will. It is only has a whole region coming together for one single cause will we succeed.

Linda Kennedy and I both are residence of the City of Menasha and sit on your RDA. I am Vice Chair and Linda is Past Chair of the Chamber Board. We would not endorse this name if we truly did not feel it was the in the best interest for the City of Menasha and the entire region. We need to stay the course and see this thru for the City of Menasha's future as well as the whole community. I hope you all can see this big picture and this bright future that we all will receive with this investment in this great initiative.

If you have any question or concerns, please feel free to give me a call at 920-886-7830

Kip N. Golden

Don Merkes

From: Steve Krueger
Sent: Thursday, February 07, 2013 1:13 AM
To: Kip Golden; Chris Klein; Michael Taylor.; Stan Sevenich; Mark Langdon; Daniel Zelinski; Jim Englebert; Kevin Benner
Cc: Don Merkes
Subject: RE: City of Menasha Common Council Members

Mr. Kip Golden,

I am responding to the email sent to all elected officials in Menasha regarding the Appleton Regional Partnership situation. I was one of three Aldermen who voted against the city's participation in the venture on several grounds, however, I would like to address the current state of affairs which you implore the council to continue backing.

When Larry Burkhardt and yourself came before the Menasha council on November 12, 2012 and gave your presentation, the venture was sold as the Fox Cities Economic Development Corporation using your campaign slogan Ignite Fox Cities. Our community developer, Mr. Burkhardt and yourself explained we were investing taxpayer money in Fox Cities Economic Development Corporation and all marketing information given to the Menasha council signified the same thing. Not at any moment did you, or anyone else, indicate the name was going to be changed to anything other than Fox Cities Economic Development Corporation even though your letter indicates "others" knew about the name change prior to the unveiling...I am also a bit annoyed on the declaration anyone on the council has implied the organizational name should include Menasha. You seem a little confused as to the issue so I will take this liberty to clarify the overall sentiment along with a reminder of what your organization sold to the council, which included a brand...not just the mechanics of an organization.

Through talking with Mr. Burkhardt and our community developer I was informed that the Ignite Fox Cities Advisory Council made the determination, prior to soliciting the city, the name was going to incorporate the word "Appleton" as part of its configuration. I advise you take the time to replay the Menasha Common Council Budget Hearing from November 12, 2012 on the City of Menasha website and pay close attention to the concerns Aldermen had involving this very maneuver and how you and Larry Burkhardt pitched the idea and the assurances you gave. As vice-chairman to Economic Development I will have to assume you were aware of the intended direction the organization was going to pursue despite the presentation we observed. The perception the organization has given me personally entails a bait-and-switch move where realization that informing the Menasha council to the intended use of the Appleton name would have prevented the access to our \$17,500, a deliberate omission of information tactic was used to garner the desired vote. Whether or not the Fox Cities Chamber likes it, the money our great city utilizes is derived from taxes and is accountable to our residents, and this council (as I would hope any elected body) is not appreciative of hidden primary objectives conveniently forgotten about that would have effected voting results. The way I am reading the situation, the anger is over a deception and not some suggestion it's a simple hang-up over a name. My first question to you would be if the Fox Cities Chamber of Commerce is that obtuse in realizing such an implementation would ruffle feathers from one or more communities it represents, how can it properly embody that community and do it justice on a national or world-wide level?

As for the Fox Cities name...the "Fox Cities" Chamber approached us by means of "Fox Cities" Economic Development Corporation utilizing a campaign titled Ignite "Fox Cities". The media kit supplied to the Menasha council states by working together we can make the "Fox Cities Region" an even better place to live and work, the purpose is to aggressively market and promote the "Fox Cities" region, improve the quality of life for the residents of the "Fox Cities" region, and even the budget/staff comparisons listed "Fox Cities" as the entity. For anyone to assert the Fox Cities brand has failed is disingenuous at best, our Fox Cities is easily

found through Google, Mapquest and Google Earth...any lack of recognition is not the short coming of any community, rather it comes from those who are paid to promote it.

By yours and the Fox Cities Chamber's own admission there is not a single entity in the Fox Cities that is a draw, and for some to utilize Milwaukee or Chicago as a parallel example to what is trying to be achieved is a bit insincere since those municipalities are a natural draw because of size, population and history. What is being done here is attempting to make Appleton a draw instead of the proper entity (which was marketed to the Menasha council by your group) the Fox Cities. It is not a nationally recognized practice within the economic development industry to use the municipality with the largest population as part of the entity name. Mr. Larry Burkhardt did not take that direction in Colorado when he formed Upstate Colorado and neither did the Northeast Indiana Regional Partnership (includes Fort Wayne), Research Triangle Regional Partnership (includes Durham, NC), Cedar Valley Regional Partnership (includes Waterloo, IA) and the Regional Economic Partnership (includes Milwaukee).

The Menasha City Council was asked to invest taxpayer money in a partnership, as you clearly stated in your letter a partnership is not supposed to give any particular municipality an advantage or preferential treatment and will not be tolerated by your organization and never will be. I highly suggest your organization abide by its own words and stop this hypocritical charade. It is extremely improper to solicit investment money and turn around manipulating the brand name into a completely different form without approval from the very people subsidizing your venture. I will stress one more time, the brand that was marketed and sold was "Fox Cities"...not Appleton.

The City of Menasha did not just invest into an organization's actions or mechanics, we invested in a complete concept and package which included a brand name...Fox Cities. Yes Kip, a name is important because it is the brand and a large portion of the marketing tool. I am very confident the total intent of the approved funding from Menasha was to further brand and market "Fox Cities"...not Appleton.

Lastly, for the sake of your organization I hope the intent is not to demonize Menasha for the chamber's shortcomings. All I have witnessed thus far is a strategic demonizing of my colleague's legitimate complaints deriving from the chamber's inappropriate actions after soliciting for, and being granted taxpayer money. This was not a simple name change, this was changing the entire brand. I voted against the investment and if the organization is unable to realize the inherent problem with the action taken it just solidifies the concerns I had from the onset.

Alderman Steve Krueger
Menasha 5th District
Personnel Committee Chairman
(920) 809-0636

Don Merkes

From: Eric Hjortness [eric@hjortnesscpa.com]
Sent: Wednesday, February 13, 2013 4:30 PM
To: Don Merkes
Cc: Cal Watters (cwatters@wattersplumbing.net); Adam Graf
Subject: Ignite Fox Cities Business Initiative

Dear Mayor Merkes:

I am the director of the Menasha Business Development Group. Our group is focused on assisting Menasha businesses to grow via monthly "meet and greet" meetings and speakers who focus on business growth.

We asked Larry Burkhardt of Ignite Fox Cities to speak at our meeting in October of 2012, to explain the Ignite Fox Cities initiative. In my opinion, he was professional, eloquent, has significant experience in this type of work, and understands what needs to be done.

We are strongly behind this program. The main purpose of this program is to communicate to the business world that the Fox Cities is a major business center that deserves to be taken seriously. The program is funded by contributions from the various towns and cities that make up the Fox Cities. Each municipality benefits from their efforts, so it is logical that each municipality would share in providing contributions to this organization.

Ignite Fox Cities is aligned with the Fox Cities Chamber of Commerce, which is overseeing this program. Common sense will tell you that the Chamber has a vested interest in this program, and would not support it unless it met and continues to meet their requirements. The businesses sponsoring this program include Miron, Bergstrom, Appleton, ThedaCare, Affinity, WE energies, US Bank, Boldt, and others. Obviously this initiative is important to the community and garnered the support of these major corporations due to it's mission. These corporations all have significant advertising budgets, and yet they chose to assign some of this budget to this program. They expect that this will result in their businesses growing and prospering, and as that happens other businesses within the Fox Cities community and Menasha will also benefit.

For these reasons, the Menasha Business Development Group supports any contributions made to this organization.

Eric Hjortness, CPA, President
Hjortness & Associates, CPAs
851 Racine Street Suite B
Menasha, WI 54952

V - (920) 725-1040

F - (920) 722-9389

"Rather than asking whether or not we can, ask how can we"

Please be aware that email sent over the internet is not secure, timely or error-free. Never use email to send personally identifiable financial information to Hjortness & Associates, CPAs. In addition, because of "phishing" scams, website links that are embedded within emails cannot be trusted. Never follow a link that is included in an email. The information in this email and in any attached documents is confidential and is intended for the designated individual(s) solely. Use of the information by anyone else is strictly prohibited. If you have received this email in error, please delete this email immediately without copying or disseminating the information. In accordance with applicable professional regulations, please understand that, unless expressly stated otherwise, any written advice contained in, forwarded with, or attached to this e-mail is not intended or written by Hjortness and Associates, CPAs, SC to be used, and cannot be used, by any person for the purpose of avoiding any penalties that may be imposed under the Internal Revenue Code.

Nov/Dec 2012 Disposal Violations

<u>Date</u>	<u>Address</u>	<u>QTY</u>	<u>Comment</u>
11/06/12	unknown		2 dehumidifiers in scrap metal area - permits #7662 & #7683 \$30.00
11/19/12	unknown		chair and tote with refuse in recycle center
11/19/12	unknown		2 decorative outdoor lighted deer and roll of carpeting in yardwaste site
11/15/12	unknown		microwave in scrap metal area \$15.00 permit #7687
11/20/12	1257 Briarwood		dehumidifier tagged at address with No Collection Tag disposed of illegally in scrap metal area \$15.00 permit #7690
12/07/12	unknown		2 electronics at Broad St alley
		4	***FREON APPLIANCES & MICROWAVES AND OTHER HAZARDOUS ITEMS (ballasts, gas cans, etc) IN SCRAP METAL THAT ARE NOT CAUGHT GO TO PROCESSING AT SADOFF. IF DISCHARGED AT THEIR FACILITY WE RISK NOT HAVING SCRAP METAL COLLECTED IN THE FUTURE BY SADOFF OR ANY OTHER METAL VENDOR.
		2	***ELECTRONICS MUST BE RECYCLED BY US WHEN DROPPED OFF AT OUR FACILITY (currently \$2.00 per electronic - when brought to Winnebago County Recycling Center)
			Clear fill (concrete, sod, etc) dumping violations - we must transport to Badger Hwys for disposal (Badger charges \$)
			Hazardous material disposal violations - cost to remove unk - removed twice each year approx cost \$1000/year.
			Cost in April 2012 = \$1672.00
		4	Bulky item disposal (\$15.00 each)
		4	Freon or Microwave Disposal Permits (\$15.00 each)
			LP Tank disposal (\$5.00 each) & must be transported to Winnebago County for disposal
			Tire disposal \$3.00, \$5.00, or \$7.00 each
			Refuse disposal violations (\$45/2 yard dumpster rental)
			Yardwaste disposal violations (\$35/min pickup charge)
		10	Total disposal violations-cleanup (15 minutes/cleanup X \$34.17/hr wage + benefits)
			\$204.43
			NOVEMBER-DECEMBER 2012 TOTALS

Not included: gas cans () & compressed gas cylinders () will be disposed of with other hazardous waste left here illegally.

Incident like those listed above are reasons other communities have closed their drop off sites.

MARY E KRUEGER
County Treasurer

DIANA HELLMANN
Deputy Treasurer



415 JACKSON ST., PO BOX 2808
OSHKOSH WI 54903-2808

(920) 236-4777
FAX (920) 303-3025
treasurer@co.winnebago.wi.us

Winnebago County

Office of the County Treasurer

The Wave of the Future

February 1, 2013

NOTICE TO MUNICIPAL CLERK

According to Chapter 75.69(4) no tax delinquent real estate may be sold by a county under this section unless notice of such sale is mailed to the clerk of the municipality in which the real estate is located, as least three weeks prior to the time of sale.

This letter will serve as notice that Winnebago County will take sealed bids on the attached list of parcels on Friday, February 22, 2013 at 4:05 PM at the County Treasurer's Office, 415 Jackson St, Oshkosh WI.

Winnebago County has previously offered these properties to the municipality for our costs but they stated they were not interested.

Mary E. Krueger
Winnebago County Treasurer

Enclosure

RECEIVED
FEB 4 2013
CITY OF MENASHA
BY dg

LEGAL NOTICE

SALE OF TAX DEED PROPERTY BY WINNEBAGO COUNTY

Sealed bids will be accepted at the office of Winnebago County Clerk, 415 Jackson St., Oshkosh, WI 54901 at any time up to and including 4:00 P.M., **February 22, 2013**, for the purchase of the parcels of property described below in accordance with Wisconsin Statute 75.69. Bids will be opened at 4:05 P.M., **February 22, 2013**, in the Winnebago County Treasurers Office.

Winnebago County acquired these properties by foreclosure per State Statutes, and will sell them by bid, providing such bid meets or exceeds the minimum bid amount. The County reserves the right to reject any and all bids, or accept the bid most advantageous to Winnebago County. A good faith deposit of 10% of the bid amount must accompany all bids, same to be refunded to all but the successful bidders. You must identify "SEALED TAX DEED BID" on the face of the envelope.

If no bid equals or exceeds the minimum bid amount, the property may be sold by the County Treasurer at any later date, without further notice for at least the minimum bid amount.

Winnebago County will transfer the property by quit claim deed upon closing. Closing to be held within 60 days of bid acceptance.

For additional information call the Winnebago County Treasurer's Office at (920) 236-4777.

VACANT LAND

TOWN OF POYGAN

Parcel No. 020-0105-03

Lake Poygan Rd, Winneconne WI

Minimum Bid \$6,000.00

TOWN OF POYGAN

Parcel No. 020-0467-01-01

Eureka Rd, Omro WI

Minimum Bid \$7,000.00

TOWN OF RUSHFORD

Parcel No. 022-0702-02

River Rd, Berlin WI

Minimum Bid \$6,000.00

TOWN OF UTICA

Parcel No. 024-0198-01

Formerly 1804 County Rd FF, Oshkosh WI

Minimum Bid \$5,000.00

CITY OF MENASHA

Parcel No. 701-0509

Formerly 428 Sixth St, Menasha

Minimum Bid \$20,000.00

CITY OF OSHKOSH

Parcel No. 902-0123

Formerly 543 School Ave, Oshkosh

Minimum Bid \$5,000.00

CITY OF OSHKOSH

Parcel No. 902-0357

Formerly 1218 Winnebago Ave, Oshkosh

Minimum Bid \$6,000.00

IMPROVED PROPERTY

CITY OF OMRO

Parcel No. 265-0028-01

710 E Main St, Omro WI

Minimum Bid \$20,000.00

CITY OF OSHKOSH

Parcel No. 902-0558

1310 Otter Ave, Oshkosh WI

Minimum Bid \$23,000.00

Mary E. Krueger
Winnebago County Treasurer
Published February 1, 8 & 15, 2013

CITY OF MENASHA
COMMON COUNCIL
Third Floor Council Chambers
140 Main Street, Menasha
Monday, February 4, 2013
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Mayor Merkes at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Krueger, Zelinski, Englebert, Benner, Klein, Taylor, Sevenich, Langdon

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, LD Lenz,

PRD Tungate, Dpty Treasurer Sassman, Clerk Galeazzi

DEPT. HEAD EXCUSED: PHD Nett

D. PUBLIC HEARING

None

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

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

No one spoke.

F. REPORT OF DEPARTMENT HEADS/STAFF/CONSULTANTS

1. Clerk Galeazzi - the following minutes and communications have been received and placed on file:

Minutes to receive:

- a. Administration Committee, 1/21/13
- b. Board of Health, 12/12/12
- c. Board of Public Works, 1/21/13
- d. Committee on Aging, 12/13/12
- e. NM Fire Rescue, Joint Finance & Personnel Committee, 1/22/13
- f. NM Sewerage Commission, 11/27/12
- g. NM Sewerage Commission, 11/29/12: Special Meeting
- h. NM Sewerage Commission, 12/18/12
- i. Safety Committee, 12/6/12: City Hall
- j. Safety Committee, 11/29/12: Police
- k. Safety Committee, 11/27/12: Public Works/Parks

Communications:

- l. CVMIC training notices - Succession Planning and Strategic Management Planning
 - m. Historical Society newsletter, January 2013
 - n. Parks Supt. Maas, 1/31/13; Emerald Ash Borer information
 - o. NM Sewerage, Waste Water Treatment Facility modifications update, 12/18/12 and 1/22/13
- Moved by Ald. Sevenich, seconded by Ald. Langdon to receive Minutes and Communications A-O
- General discussion ensued.
- Motion carried on voice vote.

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.)

Minutes to approve:

1. Common Council, 1/21/13

DRAFT

Administration Committee, 1/21/13; recommends approval of:

2. Approval of the proposed Parochial School fees for school year 2013-2014

Board of Public Works, 1/21/13; recommends approval of:

3. Ashley Stone as Preferred Stone Finish Concept for Structures along STH 441(441 Expansion Project)

NM Fire Rescue Joint Finance & Personnel Committee, 1/22/13; recommends approval of:

4. The purchase of one Draeger thermal imaging camera from Paul Conway Shields for a total of \$10,225.00
5. The extended contract for Statewide Structural Collapse Team members
6. The purchase of 62 helmets and goggles from Paul Conway Shields for a total cost of \$12,400

Ald. Sevenich requested to remove items 4-6 (NM Fire Rescue Joint Finance & Personnel Committee recommendations) from the Consent Agenda.

Moved by Ald. Sevenich, seconded by Ald. Krueger to approve Consent Agenda items 1-3.
Motion carried on roll call 8-0.

H. ITEMS REMOVED FROM CONSENT AGENDA

Moved by Ald. Sevenich, seconded by Ald. Klein to approved Consent Agenda items 4-6 (NM Fire Rescue Joint Finance & Personnel Committee recommendations).
Motion carried on roll call 8-0.

I. ACTION ITEMS

1. Accounts payable and payroll for the term of 1/21/13 to 1/31/13 in the amount of \$747,338.02

Moved by Ald. Klein, seconded by Ald. Krueger to approve accounts payable and payroll.
Motion carried on roll call 8-0.

2. Disposition of former NMFR Station 36 – 901 Airport Rd.

General discussion ensued on no counter-offer received from Endter Construction. This item will be on the next Common Council agenda.

3. Wisconsin Public Service Commission, Amendment to Radio System Communications Agreement

Moved by Ald. Klein, seconded by Ald. Zelinski to approve Wisconsin Public Service Commission Amendment to Radio System Communications Agreement.
Motion carried on roll call 8-0.

J. ORDINANCES AND RESOLUTIONS

1. R-2-13 Resolution Authorizing the Issuance and Sale of up to \$6,139,459 Taxable Sewerage System Revenue Bonds, Series 2013, and Providing for Other Details and Covenants with Respect Thereto

Moved by Ald. Sevenich, seconded by Ald. Langdon to adopt R-2-13.
Motion carried on roll call 8-0.

K. APPOINTMENTS

1. Mayor's reappointment of Joyce Klundt, 976 8th St., Menasha, to the Committee on Aging for the term of Feb. 4, 2013-Feb. 1, 2016.

Moved by Ald. Sevenich, seconded by Ald. Benner to approve Mayor's reappointment of Joyce Klundt, to the Committee on Aging for the term of Feb. 4, 2013-Feb. 1, 2016
Motion carried on voice vote.

2. Mayor's reappointment of Dave Rodriguez, 2125 Sweetbriar Ln, Menasha, to the Board of Appeals for the term of Feb. 4, 2013-Feb. 1, 2016

Moved by Ald. Sevenich, seconded by Ald. Krueger to approve Mayor's reappointment of Dave Rodriguez, to the Board of Appeals for the term of Feb. 4, 2013 to Feb 1, 2016.
Motion carried on voice vote.

L. HELD OVER BUSINESS

None

DRAFT

M. CLAIMS AGAINST THE CITY

None

N. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

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

No one spoke.

O. ADJOURN

Moved by Ald. Krueger, seconded by Ald. Langdon to adjourn at 6:20 p.m.

Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk

CITY OF MENASHA DISBURSEMENTS

Accounts Payable for 2/7/13-2/14/13	\$5,323,917.14
Checks # 36256-36392	

Payroll Checks for 2/7/13	<u>154,261.19</u>
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Total	\$5,478,178.33
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Medical Expense Reimbursement Trust-Retirement Pay Out

Menasha Employees Credit Union-Employee Deductions

United Way-Employee Donations

Wisconsin Support Collections-Child/Spousal Support

WI SCTF-Child Support Annual Fee

**A gap in check numbers is due to more invoices being paid than fits on one check stub. In that case the last check stub used for that vendor is the check number that will show on the check register.

AP Check Register

Check Date: 2/7/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	36256	2/7/2013	1217727	100-0703-553.30-18	41.40	Freeze & Release
			1300466	731-1022-541.30-18	98.39	Heat Shrink/Ties/Wiper
			1300497	731-1022-541.38-03	55.15	Strobe Light & Bulb
			1300515	731-1022-541.30-18	84.20	Seal/Heat Shrink
			1300527	731-1022-541.30-18	34.50	Seal Ring Tongue
			1300653	731-1022-541.30-18	42.81	Nitro 135 Drill/Fuse/Ring
			1300733	731-1022-541.30-18	49.60	Grinding Wheel/Ties
			1300747	731-1022-541.30-18	60.77	Wire/Fuse
			1300916	731-1022-541.30-18	129.17	Drill Set/Right Stuff
			1300939	731-1022-541.30-18	53.60	Gr60 Plant
			Total for check: 36256		649.59	
AIRGAS USA LLC	36257	2/7/2013	9011796170	731-1022-541.30-18	150.93	Acetylene & Oxygen Cl
			Total for check: 36257		150.93	
ANNE MARIE HARDER	36258	2/7/2013	HARDER	826-0702-552.20-05	100.00	Winter Gala
			Total for check: 36258		100.00	
CITY OF APPLETON	36259	2/7/2013	210254	100-0302-542.25-01	12,917.00	January Transit Services
			Total for check: 36259		12,917.00	
ARING EQUIPMENT CO INC	36260	2/7/2013	300515	731-1022-541.38-03	170.98	Filters
			Total for check: 36260		170.98	
BADGER LAB & ENGINEERING INC	36261	2/7/2013	INV000051746	601-1020-543.21-02	301.00	M Utilities/Wastewater Dec 9-16
			Total for check: 36261		301.00	
BAYCOM INC	36262	2/7/2013	74228	100-0801-521.30-12	8,214.00	GPS/Printer/Cord/Cable
			Total for check: 36262		8,214.00	

AP Check Register

Check Date: 2/7/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
BMO HARRIS BANK NA	36263	2/7/2013	4031737	100-0202-512.21-06	260.00	Flex Spending Fee
			Total for check: 36263		260.00	
BRAZEE ACE HARDWARE	36264	2/7/2013	020815	100-0703-553.30-18	7.77	Fasteners & Spray Paint
			Total for check: 36264		7.77	
BROCK WHITE COMPANY	36265	2/7/2013	12283419-00	601-1020-543.30-18	386.94	Mortar Cement/Brick
				625-1010-541.30-18	386.95	Mortar Cement/Brick
		2/7/2013	12283420-00	100-1009-541.30-18	69.45	Fiber Exp Joints
				100-1011-541.30-18	69.45	Fiber Exp Joints
			Total for check: 36265		912.79	
CASPER'S TRUCK EQUIPMENT INC	36266	2/7/2013	64132	100-0703-553.24-02	33.97	Holder, Shovel, SST
			Total for check: 36266		33.97	
CDW GOVERNMENT INC	36267	2/7/2013	W425809	731-1022-541.30-10	22.64	Dymo Labels
			Total for check: 36267		22.64	
COMMUNITY HOUSING COORDINATOR	36268	2/7/2013	171	100-0304-562.21-06	1,800.00	January 2013
			Total for check: 36268		1,800.00	
CRESCENT ELECTRIC SUPPLY COMPANY	36269	2/7/2013	087-423673-00	100-0801-521.24-03	239.86	Lamps
				100-0501-522.24-03	239.85	Lamps
		2/7/2013	087-427413-00	100-1012-541.30-18	161.10	Midget Fuse
			Total for check: 36269		640.81	
DAVIS & KUELTHAU	36270	2/7/2013	358750	100-0202-512.21-01	227.88	General Labor
			Total for check: 36270		227.88	

AP Check Register Check Date: 2/7/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
JOHN DREWS	36271	2/7/2013	DREWS	826-0702-552.20-05	100.00	Winter Gala
			Total for check: 36271		100.00	
CHRISTY DUNSMOOR	36272	2/7/2013	DUNSMOOR	826-0702-552.20-05	175.00	Winter Gala
			Total for check: 36272		175.00	
EAGLE SUPPLY & PLASTICS INC	36273	2/7/2013	2126197-IN	100-0702-552.30-15	49.98	Trophies
			Total for check: 36273		49.98	
ENERGY SERVICES &	36274	2/7/2013		263-0306-562.70-01	7,093.00	Rehab
			Total for check: 36274		7,093.00	
FERGUSON WATERWORKS #1476	36275	2/7/2013	0125290	625-1010-541.30-18	166.99	PVC Coup & Pipe
			Total for check: 36275		166.99	
FOX STAMP SIGN & SPECIALTY	36276	2/7/2013	OE-10655	100-0401-513.30-10	137.80	Signature/Check End Stamp
			Total for check: 36276		137.80	
FOX VALLEY HUMANE ASSOCIATION	36277	2/7/2013		100-0806-532.25-01	1,054.12	December Services
			Total for check: 36277		1,054.12	
FOX VALLEY TECHNICAL COLLEGE	36278	2/7/2013	AR20762	100-0901-515.34-02	150.00	Core Instructor Course
				100-0801-521.34-02	25.00	Core Instructor Course
				100-0000-123.00-00	50.00	Core Instructor Course
				100-0908-531.34-02	25.00	Core Instructor Course
			Total for check: 36278		250.00	

AP Check Register

Check Date: 2/7/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
DEBBIE GALEAZZI	36279	2/7/2013		100-0204-512.30-11	90.00	Stamps/Absentee Ballots February Election
			Total for check: 36279		90.00	
GARRET WENDLANDT	36280	2/7/2013		WENDLANDT 826-0702-552.20-05	125.00	Winter Gala
			Total for check: 36280		125.00	
GINA DILIBERTI	36281	2/7/2013		DILIBERTI 826-0702-552.20-05	150.00	Winter Gala
			Total for check: 36281		150.00	
GLAXOSMITHKLINE PHARMACEUTICALS	36282	2/7/2013		3080149 100-0903-531.30-18	(100.00)	Correct Amount
		2/7/2013		30927647 100-0903-531.30-18	243.66	Flulaval
		2/7/2013		30927792 100-0903-531.30-18	243.66	Flulaval
			Total for check: 36282		387.32	
GRAINGER INC	36283	2/7/2013		9041734584 100-0703-553.24-03	67.87	Elec Part
			Total for check: 36283		67.87	
GUNDERSON INC	36284	2/7/2013		69830 100-0801-521.30-13	33.48	Towels/Mats
			Total for check: 36284		33.48	
HOME DEPOT CREDIT SERVICES	36285	2/7/2013		1035565 100-0703-553.30-15	697.00	Batteries/Pro Set/ 5 pc Combo
				100-0703-553.30-18	469.66	Batteries/Pro Set/ 5 Pc Combo
		2/7/2013		7037170 100-0703-553.24-03	131.35	Parts/Supplies
			Total for check: 36285		1,298.01	
HOTS CLEANING SYSTEMS INC	36286	2/7/2013		0081911-IN 731-1022-541.21-06	446.40	Unloader/Packings Field Labor
		2/7/2013		0081960-IN 731-1022-541.30-18	330.00	Panel Wash
			Total for check: 36286		776.40	

AP Check Register Check Date: 2/7/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
INTERSTATE BATTERY OF GREEN BAY	36287	2/7/2013	90082318	731-1022-541.38-03	416.80	Batteries
			Total for check: 36287		416.80	
JOHN TODRYK	36288	2/7/2013	TODRYK	100-1006-541.30-18	50.00	Damage Mailbox
			Total for check: 36288		50.00	
JX ENTERPRISES INC	36289	2/7/2013	G-230100019	731-1022-541.38-03	109.78	Absorber - Shock
		2/7/2013	G-230160011	731-1022-541.38-03	26.58	Element
			Total for check: 36289		136.36	
KARIE COLLINS	36290	2/7/2013	COLLINS	100-0000-201.03-00	637.02	Harding Prop Tax Overpay
			Total for check: 36290		637.02	
KONICEK ENVIRONMENTAL CONSULTANTS	36291	2/7/2013	2803	100-0000-122.03-00	136.20	87 Racine
		2/7/2013	2804	100-0000-122.03-00	1,212.40	87 Racine
		2/7/2013	2805	100-0000-122.03-00	276.90	87 Racine
		2/7/2013	2806	100-0000-122.03-00	574.80	87 Racine
			Total for check: 36291		2,200.30	
LAW ENFORCEMENT INTELLIGENCE REPORT	36292	2/7/2013		100-0801-521.34-02	45.00	Webinar
			Total for check: 36292		45.00	
LEXIPOL LLC	36293	2/7/2013	7924	100-0801-521.21-06	5,178.00	Policy Update/Bulletins
			Total for check: 36293		5,178.00	
MANAWA TELEPHONE CO	36294	2/7/2013		743-0403-513.22-01	39.95	Internet Service
			Total for check: 36294		39.95	

AP Check Register

Check Date: 2/7/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
MATTHEWS TIRE & SERVICE CENTER	36295	2/7/2013		731-1022-541.38-02	704.47	Tires/Hardware
			Total for check: 36295		704.47	
MENASHA EMPLOYEES CREDIT UNION	36296	2/7/2013	20130207	100-0000-202.05-00	13,385.00	PAYROLL SUMMARY
			Total for check: 36296		13,385.00	
MENASHA EMPLOYEES CREDIT UNION	36297	2/7/2013	20130207	100-0000-202.10-00	178.54	PAYROLL SUMMARY
			Total for check: 36297		178.54	
MENASHA UTILITIES	36298	2/7/2013	004028	100-0703-553.30-15	200.00	RP Valve Testing
				100-0601-551.24-03	325.00	RP Valve Testing
				100-1001-514.30-15	125.00	RP Valve Testing
		2/7/2013	004029	601-1020-543.21-02	1,119.34	Diggers Hotline 2012 Locates
				625-1010-541.21-02	1,119.34	Diggers Hotline 2012 Locates
		2/7/2013	004031	100-0401-513.29-01	400.00	Tax Bills & Copies
			BILLING #2	100-1008-541.22-03	255.62	Electric
		2/7/2013		100-0703-553.22-03	483.99	Electric
				100-0703-553.22-05	265.60	Water/Sewer
				100-0703-553.22-06	132.51	Storm
				100-0903-531.22-03	138.87	Electric
				100-0903-531.22-05	43.88	Water/Sewer
				100-0000-123.00-00	8.18	Electric
				100-0305-562.22-06	7.50	Storm
				601-1020-543.22-03	71.82	Electric
		2/7/2013	ST LIGHTING	100-1012-541.22-03	19,859.47	Street Lighting
			Total for check: 36298		24,556.12	
N&M AUTO SUPPLY	36299	2/7/2013	426306	731-1022-541.38-03	(13.33)	Core Deposit/Credit
		2/7/2013	427440	731-1022-541.38-03	(93.11)	Ignition Control module Credit
		2/7/2013	428350	731-1022-541.38-03	17.22	Blower Motor Resistor
		2/7/2013	428684	731-1022-541.38-03	(17.22)	Warranty/Credit
		2/7/2013	428857	731-1022-541.38-03	92.08	Air Filter/Headlamp/Tube

AP Check Register Check Date: 2/7/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
N&M AUTO SUPPLY...	36299...	2/7/2013	429512	731-1022-541.38-03	66.60	Battery Accessories
		2/7/2013	429639	731-1022-541.38-03	63.18	Mini AddACircuit Kit
		2/7/2013	429640	731-1022-541.38-03	63.18	Mini AddACircuit Kit
		2/7/2013	429786	731-1022-541.38-03	8.43	Fuses
		2/7/2013	430334	731-1022-541.38-03	122.38	Brake Pads/Rotor
		2/7/2013	430673	731-1022-541.38-03	27.96	Halogen Capsule
		2/7/2013	430748	731-1022-541.38-03	5.18	Bracket
		2/7/2013	430834	731-1022-541.38-03	5.18	Bracket
		2/7/2013	430842	731-1022-541.30-18	4.77	Valve Stems
		2/7/2013	431173	731-1022-541.30-18	13.47	Replacement
				Total for check: 36299	365.97	
NEENAH-MENASHA SEWERAGE COMMISSION	36300	2/7/2013	2013-014	601-1021-543.25-01	57,675.65	February 2013 Wastewater Treatment
		2/7/2013	2013-020	601-1021-543.25-01	28,262.00	Interest & Debt Charges
				Total for check: 36300	85,937.65	
CITY OF NEENAH	36301	2/7/2013	34019	100-0501-522.80-03	1,205.00	Body Work Quint #32
				100-0501-522.80-05	4,112.50	Thermal Imaging Camera
				Total for check: 36301	5,317.50	
NIELSON COMMUNICATIONS	36302	2/7/2013	FV13-28104	731-1022-541.82-01	314.65	Radio Upgrade Project
				Total for check: 36302	314.65	
NORTHEAST ASPHALT INC	36303	2/7/2013	1192981	100-1003-541.30-18	226.50	Cold Mix
				Total for check: 36303	226.50	
OSHKOSH TENT & AWNING CO INC	36304	2/7/2013	45933	100-0703-553.30-18	807.00	Sign Letters
				Total for check: 36304	807.00	

AP Check Register

Check Date: 2/7/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
OUTAGAMIE COUNTY	36305	2/7/2013	95760	100-0805-521.25-01	605.00	December Inmate Lodging
			Total for check: 36305		605.00	
PACKER CITY INTERNATIONAL	36306	2/7/2013	3-230030018	731-1022-541.38-03	53.35	Fluid/Lubefill/Model 26
		2/7/2013	3-230080054	731-1022-541.38-03	220.88	Mod Valve M32QR
		2/7/2013	3-230160043	731-1022-541.38-03	93.61	Air Filter
		2/7/2013	3-230180155	731-1022-541.38-03	292.13	Filters/Fan/Fluid/Crimp
		2/7/2013	3-230220010	731-1022-541.38-03	38.59	Grommet/Light/Plug/Lens
			Total for check: 36306		698.56	
PATRICK SEUBERT	36307	2/7/2013	SEUBERT	100-0000-441.14-00	5.00	Remove Recycle Cart
				100-0000-441.13-00	96.46	Remove Refuse Cart
			Total for check: 36307		101.46	
PSS WORLD MEDICAL INC	36308	2/7/2013	85089438	100-0903-531.30-18	66.07	Sharps Coll/Gauze/Needle
			Total for check: 36308		66.07	
J A SEXAUER	36309	2/7/2013	280699455	100-0703-553.24-03	464.76	Falcon/Lever
		2/7/2013	280958067	100-0703-553.24-03	49.18	Latch Protectors
			Total for check: 36309		513.94	
SEH	36310	2/7/2013	264612	625-1010-541.21-04	336.00	PermiTrackMS4
		2/7/2013	264613	625-1010-541.21-04	240.00	PermiTrackESC
			Total for check: 36310		576.00	
SKID & PALLET	36311	2/7/2013	2053	100-1001-514.30-13	13.00	Mulch
			Total for check: 36311		13.00	
R A SMITH NATIONAL INC	36312	2/7/2013	108124	100-0304-562.21-06	359.99	Engineering/Gilbert Site

AP Check Register

Check Date: 2/7/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
R A SMITH NATIONAL INC...	36312...	2/7/2013	108125	100-0304-562.21-06	1,500.00	Gilbert Mill Design
			Total for check: 36312		1,859.99	
STAPLES ADVANTAGE	36313	2/7/2013	3190124376	100-0702-552.30-10	21.79	Office Supplies
				100-0702-552.30-10	17.00	Office Supplies
				100-0304-562.30-10	62.54	Office Supplies
				100-1002-541.30-10	8.54	Office Supplies
				625-1002-541.30-10	2.85	Office Supplies
			Total for check: 36313		112.72	
STEPP EQUIPMENT COMPANY	36314	2/7/2013	762461	731-1022-541.38-03	95.16	Rubber Pad
			Total for check: 36314		95.16	
UNIFIRST CORPORATION	36315	2/7/2013	097 0130076	731-1022-541.20-01	178.86	Uniform & Supply Cleaning
			Total for check: 36315		178.86	
UNITED WAY FOX CITIES	36316	2/7/2013	20130207	100-0000-202.09-00	30.25	PAYROLL SUMMARY
			Total for check: 36316		30.25	
US CELLULAR	36318	2/7/2013		100-0201-512.22-01	28.90	Captain
				100-0202-512.22-01	6.04	Brunn
				100-0401-513.22-01	8.69	Stoffel
				100-1019-552.22-01	4.48	Racine St Bridge
				743-0403-513.22-01	95.82	IT
				601-1020-543.22-01	2.19	Confined Space
				100-1001-514.22-01	46.60	Alix
				100-0801-521.22-01	308.10	Police Dept
				100-0803-521.22-01	10.39	CSO
				100-0919-531.22-01	6.01	Health Dept
				100-0904-531.22-01	37.87	Drew
				100-1002-541.22-01	43.42	Engineering

AP Check Register Check Date: 2/7/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
US CELLULAR...	36318...	2/7/2013...	...	100-0702-552.22-01	180.77	Park & Rec
				100-0703-553.22-01	87.73	Park Dept
				100-0304-562.22-01	61.16	Community Development
				731-1022-541.22-01	79.82	DPW
				100-1008-541.22-01	2.29	DPW/Bursack
				601-1020-543.22-01	2.24	DPW/Sewer Truck
				Total for check: 36318	1,012.52	
US VENTURE	36319	2/7/2013	L46049	731-1022-541.21-06	12.00	Sample
			Total for check: 36319		12.00	
UW-FOX VALLEY	36320	2/7/2013	13-22071	100-0405-513.21-08	1,595.00	Meeting Videos/4th Qtr
			Total for check: 36320		1,595.00	
WE ENERGIES	36321	2/7/2013		100-1012-541.22-03	2,241.44	Street Lights
			Total for check: 36321		2,241.44	
WERNER ELECTRIC SUPPLY CO	36322	2/7/2013	S3762632.001	100-0000-132.00-00	581.70	Ballast Inventory
			Total for check: 36322		581.70	
WINNEBAGO COUNTY CLERK OF COURTS	36323	2/7/2013		100-0000-201.03-00	150.00	Bond Report #MP13-0260
				100-0000-201.03-00	350.00	Bond Report #MP13-0182
			Total for check: 36323		500.00	
WISCONSIN DEPT OF JUSTICE-TIME	36324	2/7/2013	T14468	100-0801-521.22-01	454.50	TIME System Access
			Total for check: 36324		454.50	

Date: 2/14/2013

AP Check Register
Check Date: 2/7/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WISCONSIN SUPPORT COLLECTIONS	36325	2/7/2013	20130207	100-0000-202.03-00	2,220.44	PAYROLL SUMMARY
			Total for check: 36325		2,220.44	
					192,329.77	

AP Check Register

Check Date: 2/14/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ACCURATE	36326	2/14/2013	1301061	731-1022-541.38-03	19.72	Headlamp
			Total for check: 36326		19.72	
			Total for check: 36327		213,639.88	213,639.88 Tax Collection
APPLETON SCHOOL DISTRICT	36327	2/14/2013		100-0000-203.05-00		
APPLETON STEEL INC	36328	2/14/2013	30821	731-1022-541.30-18	40.73	Cut Sheets
			Total for check: 36328		40.73	
			Total for check: 36329		7.74	0.84 Mason Sand 6.90 Cold Mix
BADGER HIGHWAYS CO INC	36329	2/14/2013	159129	625-1010-541.30-18		
BATTERIES PLUS LLC	36330	2/14/2013	508-171132	601-1020-543.30-18	113.70	6V Lead Batteries
			Total for check: 36330		113.70	
			Total for check: 36331		800.37	155.57 Overhead Door 352.30 Traffic Signal Knockdown 292.50 Signal Knockdown
BECK ELECTRIC INC	36331	2/14/2013	F0513-COM-CG	731-1022-541.24-03		
		2/14/2013	F0813-COM-ED	100-1008-541.24-04		
		2/14/2013	F0813-COM-ED1	100-1008-541.24-04		
BERGSTROM FORD OF NEENAH	36332	2/14/2013	20587	100-0801-521.29-05	233.45	Moulding
			Total for check: 36332		233.45	
CALUMET COUNTY TREASURER	36333	2/14/2013		100-0000-203.01-00	148,778.20	Tax Collection
				100-0000-203.08-00	6,336.49	Tax Collection
			Total for check: 36333		155,114.69	

AP Check Register

Check Date: 2/14/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
CARTEGRAPH SYSTEMS INC	36334	2/14/2013	R-08400	743-0403-513.24-04	2,610.00	Subscription Renew
			Total for check: 36334		2,610.00	
CASPERS TRUCK EQUIPMENT INC	36335	2/14/2013	64385	731-1022-541.38-03	23.04	Bumper Rubber
			Total for check: 36335		23.04	
CONFIDENTIAL ASSISTANCE PROGRAM	36336	2/14/2013	2013-03	100-0202-512.21-05	930.00	Jan-Apr
			Total for check: 36336		930.00	
CRAIG ZWIERS	36337	2/14/2013	ZWIERS SUMP	601-1020-543.21-02	550.00	Appleton Road
			Total for check: 36337		550.00	
						Sump reimbursement
EAGLE SUPPLY & PLASTICS INC	36338	2/14/2013	2126355-IN	100-0704-552.20-04	26.97	Partial Sheet
			Total for check: 36338		26.97	
EARTHLINK BUSINESS	36340	2/14/2013		100-0402-513.22-01	6.98	Assessor
				100-0201-512.22-01	7.64	Attorney
				100-0000-123.00-00	15.05	Bld Insp
				100-0203-512.22-01	14.13	Clerk
				100-0304-562.22-01	24.88	Com Dev
				100-1001-514.22-01	76.44	City Hall
				100-0401-513.22-01	34.89	Finance
				731-1022-541.22-01	25.95	Garage
				100-0903-531.22-01	51.03	Health
				743-0403-513.22-01	15.22	IT
				100-0601-551.22-01	180.29	Library
				100-0101-511.22-01	11.96	Mayor
				100-0702-552.22-01	28.71	Rec
				100-0703-553.22-01	48.11	Parks
				100-0202-512.22-01	17.93	Personnel
				100-0801-521.22-01	268.50	Police

AP Check Register

Check Date: 2/14/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
EARTHLINK BUSINESS...	36340...	2/14/2013...	...	100-1002-541.22-01	44.17	Eng
				100-0920-531.22-01	14.00	Senior
				100-1008-541.22-01	3.54	Sign
				100-0502-522.22-01	42.51	EOC
				207-0000-123.00-00	27.88	Marina
				100-0000-123.00-00	323.68	Menasha Utilities
				Total for check: 36340	1,283.49	
FACTORY MOTOR PARTS CO	36341	2/14/2013	18-1181069	731-1022-541.38-03	(176.86)	Brake Rotors/Credit
		2/14/2013	18-1184838	731-1022-541.38-03	(75.00)	Pump Assy/Credit
		2/14/2013	18-1188529	731-1022-541.38-03	372.71	Sender & Pump Assy
		2/14/2013	18-1189007	731-1022-541.38-03	323.71	Sender & Pump Assy
		2/14/2013	18-1190019	731-1022-541.38-03	(696.42)	Sender & Pump Assy/Credits
		2/14/2013	18-1193685	731-1022-541.38-03	58.60	Pump kit
		2/14/2013	18-1195733	731-1022-541.38-03	707.74	Pump
		2/14/2013	18-1196381	731-1022-541.38-03	(372.71)	Credit
			Total for check: 36341		141.77	
FIRST SUPPLY LLC - APPLETON	36342	2/14/2013	9700525-00	100-0704-552.24-04	159.28	Flange
			Total for check: 36342		159.28	
FOX STAMP SIGN & SPECIALTY	36343	2/14/2013	OE-10702	100-0401-513.30-10	22.14	Check Signature Stamp
			Total for check: 36343		22.14	
FOX VALLEY TECHNICAL COLLEGE	36344	2/14/2013		100-0000-203.04-00	554,829.65	Tax Collection
			Total for check: 36344		554,829.65	
GALLS LLC	36345	2/14/2013	000339734	100-0801-521.29-05	45.80	Seat Organizer
			Total for check: 36345		45.80	

AP Check Register

Check Date: 2/14/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
GANNETT WISCONSIN MEDIA	36346	2/14/2013	0006941452	100-0405-513.29-02	155.26	Legals
			Total for check: 36346		155.26	
GRAINGER INC	36347	2/14/2013	9045779106	100-0703-553.24-03	32.51	Fan Shutter
		2/14/2013	9046743226	731-1022-541.24-03	99.00	Motor
			Total for check: 36347		131.51	
HECKRODT WETLAND RESERVE	36348	2/14/2013		100-0705-553.21-06	1,500.00	Grant
			Total for check: 36348		1,500.00	
INDEPENDENT INSPECTIONS LTD	36349	2/14/2013	306759	100-0301-523.21-06	8,503.48	January Permits
			Total for check: 36349		8,503.48	
EDMUND J JELINSKI	36350	2/14/2013	210	100-0201-512.21-01	825.00	Professional Services
			Total for check: 36350		825.00	
JX ENTERPRISES INC	36351	2/14/2013	G-230180017	731-1022-541.38-03	92.64	Handle
			Total for check: 36351		92.64	
KITZ & PFEIL INC	36353	2/14/2013	010309-0014	731-1022-541.24-03	17.99	Motion Det Head/Salt Shed
		2/14/2013	010409-0010	100-0801-521.24-03	2.64	Misc Hardware
		2/14/2013	010814-0053	100-0703-553.30-18	1.28	Misc Hardware/Eye Bolt
		2/14/2013	010814-0089	100-0703-553.30-18	12.13	Glue & Enamel
		2/14/2013	010914-0006	100-0703-553.30-18	3.54	Misc Hardware
		2/14/2013	011014-0019	100-0703-553.30-18	40.90	Drawer Liners/Drill Bit/ Valve
		2/14/2013	011014-0038	100-0703-553.30-18	9.94	Storage Tote
		2/14/2013	011114-0022	100-0703-553.30-18	9.57	Stripping Pad/Misc Hard
		2/14/2013	011114-0120	743-0403-513.30-18	3.00	Single-Sided Key
		2/14/2013	011414-0004	731-1022-541.30-18	8.07	Eye Bolts & Tie Downs
		2/14/2013	011414-0021	100-0703-553.30-18	12.66	Enamel
		2/14/2013	011414-0052	100-0703-553.30-18	31.30	Wool Pad/Micro Torch Kit

AP Check Register

Check Date: 2/14/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
KITZ & PFEIL INC...	36353...	2/14/2013	011414-0077	100-0703-553.30-18	3.41	Butane Fuel
		2/14/2013	011509-0037	100-0703-553.30-18	4.97	Misc Hardware
		2/14/2013	011514-0010	731-1022-541.30-18	4.94	Staples
		2/14/2013	011514-0017	100-0801-521.24-03	17.99	MAS Bit
		2/14/2013	011609-0026	731-1022-541.38-03	3.57	Misc Plumbing/Heat Supply
		2/14/2013	011714-0026	100-0703-553.30-18	20.69	FH MTL Screw
		2/14/2013	011714-0068	731-1022-541.24-03	10.80	Misc Hardware/South Door Cold Storage
		2/14/2013	011814-0006	100-0903-531.30-13	10.79	Ice Melt
				100-0801-521.30-13	10.79	Ice Melt
				100-1001-514.30-13	10.79	Ice Melt
		2/14/2013	011814-0017	100-0703-553.24-03	7.63	Finish Nail/Misc Hardware
		2/14/2013	122614-0123	100-0703-553.24-03	11.54	Misc Hardware
		2/14/2013	122709-0032	100-0703-553.24-03	4.32	Misc Hardware
		2/14/2013	122714-0132	100-0703-553.24-03	(0.40)	Misc Hardware/Credit
KRISTINE KUNDE		2/14/2013	123114-0038	100-1001-514.30-13	21.18	Ice Melt
				100-0801-521.30-13	10.99	Ice Melt
				100-0601-551.30-13	10.99	Ice Melt
				Total for check: 36353	318.01	
KRISTINE KUNDE	36354	2/14/2013	KUNDE	100-0000-202.08-00	187.38	Payroll Error
			Total for check: 36354		187.38	
LEGACY DISTRIBUTION	36355	2/14/2013	3507	100-1003-541.30-18	109.20	Safety Vests
				100-1006-541.30-18	250.00	Safety Vests
				100-1009-541.30-18	109.20	Safety Vests
				100-1016-543.30-18	109.20	Safety Vests
				266-1028-543.30-18	109.20	Safety Vests
				601-1020-543.30-18	109.20	Safety Vests
				625-1010-541.30-18	250.00	Safety Vests
				100-1002-541.30-18	16.00	Safety Vests
			Total for check: 36355		1,062.00	
LINCOLN CONTRACTORS SUPPLY INC	36356	2/14/2013	I55774	100-0703-553.30-15	107.85	Caulk

AP Check Register

Check Date: 2/14/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
LINCOLN CONTRACTORS SUPPLY INC...	36356...	2/14/2013	156022	100-0703-553.30-18	27.99	Multi Blades
			Total for check: 36356		135.84	
VINCE MAAS	36357	2/14/2013	MAAS	100-0706-561.34-02	7.70	January Expenses
			Total for check: 36357		7.70	
MATTHEWS TIRE & SERVICE CENTER	36358	2/14/2013	46277	731-1022-541.38-02	1,012.56	Tires
		2/14/2013	46278	731-1022-541.38-02	643.36	Replace Tire
			Total for check: 36358		1,655.92	
TOWN OF MENASHA FINANCE DEPARTMENT	36359	2/14/2013	6750	100-1003-541.20-10	3,277.80	2012 Crack Seal
			Total for check: 36359		3,277.80	
MENASHA JOINT SCHOOL DISTRICT	36360	2/14/2013		100-0000-203.03-00	2,549,330.18	Tax Collection
			Total for check: 36360		2,549,330.18	
MENASHA UTILITIES	36361	2/14/2013		267-0102-581.22-03	2,379.06	Steam Plant Electric
				267-0102-581.22-05	204.13	Steam Plant Water
			Total for check: 36361		2,583.19	
TOWN OF MENASHA UTILITY DISTRICT	36362	2/14/2013		100-0701-533.22-06	26.25	Stormwater
				100-0701-533.22-06	295.50	206 North Street
			Total for check: 36362		321.75	
MORTON SAFETY	36363	2/14/2013	755711	731-1022-541.30-18	36.00	Eyewash
			Total for check: 36363		36.00	
N&M AUTO SUPPLY	36364	2/14/2013	431174	731-1022-541.30-18	13.47	Replacement
		2/14/2013	431550	731-1022-541.38-03	11.78	Lamp socket

AP Check Register

Check Date: 2/14/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
N&M AUTO SUPPLY...	36364...	2/14/2013	431638	731-1022-541.38-03	45.37	Turn Signal
		2/14/2013	431696	731-1022-541.38-03	21.45	Flasher
		2/14/2013	431927	731-1022-541.38-03	46.14	Helicoll Kit
			Total for check: 36364		138.21	
OSHKOSH FIRE & POLICE EQUIPMENT INC	36365	2/14/2013	150046	100-0801-521.29-05	425.00	Seat
			Total for check: 36365		425.00	
PACKER CITY INTERNATIONAL	36366	2/14/2013	3-230280024	731-1022-541.38-03	98.65	Crimp
		2/14/2013	3-230290086	731-1022-541.38-03	53.97	Hydraulic
		2/14/2013	3-230290087	731-1022-541.38-03	174.58	Air Filters
		2/14/2013	3-230310006	731-1022-541.38-03	73.64	Filters/Mirror/ Def
		2/14/2013	3-230310042	731-1022-541.38-03	9.03	Fuel Filter
		2/14/2013	3-230310043	731-1022-541.38-03	9.03	Fuel Filters
			Total for check: 36366		418.90	
LINDA PALMBACH	36367	2/14/2013	PALMBACH	100-0903-531.33-01	34.00	January 2013 Mileage
			Total for check: 36367		34.00	
POSTAL ANNEX	36368	2/14/2013	196524	100-0801-521.30-11	10.46	
		2/14/2013	196920	100-0801-521.30-11	10.23	
		2/14/2013	196967	100-0801-521.30-11	5.94	
			Total for check: 36368		26.63	
DENISE QUICK	36369	2/14/2013	QUICK	100-1001-514.33-01	21.25	January Mileage
			Total for check: 36369		21.25	
REGISTRATION FEE TRUST TVRP	36370	2/14/2013	70ME	100-0000-454.00-00	500.00	Parking Ticket Process Fee
			Total for check: 36370		500.00	

AP Check Register

Check Date: 2/14/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
ROAD EQUIPMENT	36371	2/14/2013	WA555425	100-1006-541.30-15	1,206.64	Axles/Wheel/Hanger
		2/14/2013	WA555493	731-1022-541.38-03	17.44	Mounting Bracket
		2/14/2013	WA555588	100-1006-541.30-15	210.37	Drawbar/Jack
			Total for check: 36371		1,434.45	
LIZ ROSIN	36372	2/14/2013	ROSIN	100-0903-531.33-01	23.75	January Mileage
			Total for check: 36372		23.75	
SERVICEMASTER BUILDING MAINTENANCE	36373	2/14/2013	7604	100-0801-521.20-01	50.00	Contract Janitorial Garage
		2/14/2013	7616	100-0801-521.20-01	1,395.00	Contract Janitorial
			Total for check: 36373		1,445.00	
SMILEMAKERS	36374	2/14/2013	6744956	100-0909-531.30-18	82.18	Stickers
			Total for check: 36374		82.18	
STAPLES ADVANTAGE	36375	2/14/2013	3190593051	100-0401-513.30-10	73.85	Office Supplies
			Total for check: 36375		73.85	
SYN-TECH SYSTEMS	36376	2/14/2013	80115	743-0403-513.30-15	367.50	Data Logger
			Total for check: 36376		367.50	
TASER INTERNATIONAL	36377	2/14/2013	SI1311401	100-0801-521.24-04	570.00	
			Total for check: 36377		570.00	
TRI-COUNTY OVERHEAD DOOR INC	36378	2/14/2013	30501	731-1022-541.24-03	112.50	Repair/Municipal Garage
			Total for check: 36378		112.50	

AP Check Register Check Date: 2/14/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
UNIFIRST CORPORATION	36379	2/14/2013	097 0130589	731-1022-541.20-01	129.95	Uniform & Supply Cleaning
			Total for check: 36379		129.95	
US LUBRICANTS	36380	2/14/2013	50025029	731-1022-541.30-18	911.30	Maxlife Dexron/Mercon
			Total for check: 36380		911.30	
VARITECH INDUSTRIES INC	36381	2/14/2013	125778	731-1022-541.38-03	65.45	Adapter/Valve Assembly Vinyl Hose
			Total for check: 36381		65.45	
VERIZON WIRELESS	36382	2/14/2013	2863204764	743-0403-513.24-04	439.91	Broadband Charges
			Total for check: 36382		439.91	
VISION INSURANCE PLAN OF AMERICA	36383	2/14/2013	124796	100-0000-204.10-00	1,076.80	March 2013
			Total for check: 36383		1,076.80	
WAVERLY SANITARY DISTRICT	36384	2/14/2013		100-0703-553.22-05	44.62	2170 Plank
			Total for check: 36384		44.62	
WAVERLY SANITARY DISTRICT	36385	2/14/2013		100-0000-203.07-00	23,262.70	Tax Collection
			Total for check: 36385		23,262.70	
WE ENERGIES	36386	2/14/2013		100-1008-541.22-04	225.89	Gas 12/25/12-1/27/13
				100-0703-553.22-03	76.24	US Hwy 10 & STH 114 E Conservancy
				100-0701-533.22-03	8.96	North Street Elec 1/1/13-1/30/13
WE ENERGIES	36387	2/14/2013		267-0102-581.22-04	1,187.83	Steam Plant
			Total for check: 36387		1,187.83	

AP Check Register Check Date: 2/14/2013

Vendor Name	Check Number	Check Date	Invoice Number	Account Number	Amount	Description
WEA INSURANCE TRUST	36388	2/14/2013		100-0000-204.08-00	106,111.40	Health
				100-0000-204.11-00	10,158.24	Health
				Total for check: 36388	116,269.64	
WIL-KIL PEST CONTROL	36389	2/14/2013	2183297	731-1022-541.20-07	66.50	Commercial Contract
				Total for check: 36389	66.50	
WINNEBAGO COUNTY TREASURER	36390	2/14/2013	3984	100-0805-521.25-01	257.30	December Innate Charges
		2/14/2013	LF119421	100-1016-543.25-01	11,919.38	January 2013 Haul to Outagamie
				100-1017-543.25-01	3,283.38	January 2013 Haul to Outagamie
				Total for check: 36390	15,460.06	
WINNEBAGO COUNTY TREASURER	36391	2/14/2013		100-0000-203.02-00	1,421,244.57	Tax Collection
				100-0000-203.08-00	44,712.65	Tax Collection
				Total for check: 36391	1,465,957.22	
WMCA - DISTRICT 6	36392	2/14/2013		100-0203-512.32-01	15.00	Meeting/Training
				Total for check: 36392	15.00	
					5,131,587.37	



Memorandum

TO: Common Council
FROM: Greg Keil, CDD *GK*
Date: February 14, 2013
RE: Status of Endter Investments, LLC Offer on Former NMFR Station 36

On February 7, 2013 Mayor Merkes and I met with Chris Endter and Gilbert Mader to discuss the status of the offer on the former fire station and the suitability of the site for their intended use. At the conclusion of the meeting, Messrs. Endter and Mader had pretty much decided that the site wouldn't work for them due to inadequate parking. I confirmed this with Chris Endter in a phone conversation on February 14, and no new offer or counteroffer will be forthcoming from Endter Investments, LLC.



TO: Members of the Common Council
FROM: Mayor Merkes *DM*
DATE: 31 January 2013

RE: Disposition of Former Fire Station 36

We have a responsibility as elected officials and leaders of Menasha to look to the future and what is best for our citizens and community long term. This obligation I take seriously as the future should not be forgotten for the present; otherwise Menasha will dwindle and die. Architect and Urban Planner Daniel Burnham stated; *"Make no little plans. They have no magic to stir men's blood and probably themselves will not be realized. Make big plans; aim high"*. Because of this vision, and the vision of elected officials of his day cities across the country continue to prosper.

Our community has been growing easterly because of the vision of our forefathers. In 2009 we were fortunate to receive a \$1.2 million grant in to relocate fire station 36 to better serve the growing population. Since 2011 the old fire station at the corner of Airport and Appleton Roads has been vacant. This prime corner should be redeveloped creating opportunity for our residents and tax base to support city services.

In the past Menasha has taken proactive visionary actions to move our community forward. In the 1980's Harbor Place and the Marina were developed. In the 1990's we supported the Midway Business Park, Curtis Reed Square, redevelopment of Third & Racine, and the Faith Technologies Headquarters building. With the new millennium we replaced an outdated bank and restaurant with riverfront condo's and the Marina Place Apartments. Most recently, Menasha jumpstarted residential development in the Lake Park area.

In most of these situations the city could have left things the way they were, however; our leaders had a vision to grow the city, continuously improving the quality of life and reinventing what makes our community desirable. They made *"big plans"* that excited the populace and encouraged others to join in the success.

We have an opportunity to make a *"little plan"* or to aim high and create a *"big plan"* for our community, a major transportation corridor, and a city owned parcel. Redeveloping the corner of Airport and Appleton Roads is in the best long term interest of our community.

Being that there has been no counter offer from Ender Construction at this point I encourage you to follow the recommendation of the Plan Commission and Community Development Director making a motion to:

Authorize staff to proceed with razing the former NMFR Station 36 using the proceeds from the insurance settlement to pay for the demolition and the environmental assessment, and to return a listing agreement with a commercial real estate broker for consideration by the Administration Committee.



Memorandum

To: Common Council
From: Greg Keil, CDD *OK*
Date: January 31, 2013
RE: Disposition of Former NMFR Station #36

At the January 21, 2013 Common Council meeting there was sentiment among the council members to defer action on the disposition of the fire station due to the prospect for receiving a new offer from Endter Construction. As of this writing, no offer has been presented, and no other communication from Endter Construction has been received concerning the offer.

I am now reiterating my request for authorization to proceed with razing the structure and making the site available for redevelopment. This would include the preparation of a Phase I Environmental Assessment to make available to prospective purchasers and engaging a commercial real estate broker to market the property.

To accomplish these objectives, a motion to the following effect would be in order:

Motion to authorize staff to proceed with razing the former NMFR Station 36 using the proceeds from the insurance settlement to pay for the demolition and the environmental assessment, and to return a listing agreement with a commercial real estate broker for consideration by the Administration Committee

AMENDED RESOLUTION R - 39 - 12

RESOLUTION TO DISTRIBUTE FUNDING FOR THE FOX CITIES ECONOMIC DEVELOPMENT CORPORATION

Introduced by Alderman Zelinski.

WHEREAS, the Fox Cities Economic Development Corporation (EDC) is a newly formed multi-jurisdictional effort of the Fox Cities Chamber of Commerce, designed to promote economic development regionally which has requested funding from the City of Menasha (CITY) in the amount of \$1 per capita yearly, beginning January 1, 2013; and,

WHEREAS, the proposed 2013 CITY budget allocates \$1 per capita (\$17,500); and

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Menasha, Wisconsin as follows:

The CITY shall not distribute the 2013 budgeted contribution to the EDC.

~~Section 1. The CITY shall provide 50% (\$8,750) of the budgeted contribution to the EDC on January 1, 2013 or shortly thereafter.~~

~~Section 2. The remaining 50% (\$8,750) of the contribution to the EDC may not be released by the CITY until further approval by the Common Council.~~

Passed and approved this 19th day of November, 2012.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk