

LEGISLATIVE COMMITTEE MEETING

City of Kaukauna
Council Chambers
Municipal Services Building
144 W. Second Street, Kaukauna



Monday, May 04, 2026 at 6:25 PM

AGENDA

In-Person and Remote Teleconference via ZOOM

1. Correspondence.
2. Discussion Topics.
 - a. Elect Vice-Chair.
 - b. Elect Secretary.
 - [c.](#) Resolution 2026-5510 Transportation Resolution.
 - [d.](#) Resolution 2026-5511 World Migratory Bird Day Resolution.
 - [e.](#) Resolution 2026-5512 CSM Resolution - 801 Gertrude Street.
3. Adjourn.

NOTICES

Legislative Committee - Notice is hereby given this is a public meeting of the Legislative Committee. As such, all members or a majority of the City's Common Council and Standing Committees will likely be in attendance. While members of the Common Council or any Standing Committees may participate in discussions, only the Legislative Committee will take formal action.

IF REQUESTED THREE (3) DAYS PRIOR TO THE MEETING, A SIGN LANGUAGE INTERPRETER WILL BE MADE AVAILABLE AT NO CHARGE.

MEETING ACCESS INFORMATION:

You can access this meeting by one of three methods: from your telephone, computer, or by an app. Instructions are below.

To access the meeting by telephone:

1. Dial 1-312-626-6799
2. When prompted, enter Meeting ID 234 605 4161 followed by #
3. When prompted, enter Password 54130 followed by #

To access the meeting by computer:

1. Go to <http://www.zoom.us>
2. Click the blue link in the upper right hand side that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow Zoom to access your microphone or camera if you wish to speak during the meeting

To access the meeting by smartphone or tablet:

1. Download the free Zoom app to your device
2. Click the blue button that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow the app to access your microphone or camera if you wish to speak during the meeting

Members of the public will be muted unless there is an agenda item that allows for public comment or if a motion is made to open the floor to public comment.

Transportation Resolution

2026 – 5510

WHEREAS, local units of government in Wisconsin own and maintain approximately 90% of the public road miles in the state, including city and village streets, county highways, and town roads; and

WHEREAS, Wisconsin’s economy—rooted in manufacturing, agriculture, and tourism—relies on a safe, reliable, and well-maintained transportation network; and

WHEREAS, local governments greatly appreciate the one-time infusions of General Purpose Revenue, primarily sales and income taxes, and other revenue provided in recent state budgets, which have enabled the initiation and continuation of the successful and popular Local Roads Improvement Program Supplemental (LRIP-S); and

WHEREAS, despite modest increases from the state over the years, transportation aids to local governments remain insufficient to keep pace with inflation and rising construction costs, leaving many communities funded below 2000 levels in real dollars; and

WHEREAS, local governments throughout Wisconsin continue to struggle to perform even routine maintenance, pavement preservation, and safety improvements, resulting in deteriorating roads and bridges; and

WHEREAS, the inaugural inventory and assessment of small bridges between 6 to 20 feet found about 10% of the nearly 17,000 structures to be in poor or severe condition; and

WHEREAS, levy limits and other fiscal constraints prevent local governments from independently filling the funding gap created by inadequate state transportation aids; and

WHEREAS, absent sustainable state funding, many communities have been forced to address their shortfalls by significantly increasing borrowing, deferring essential projects, or imposing local vehicle registration (“wheel”) taxes; and

WHEREAS, Wisconsin motorists currently pay among the lowest transportation user fees in the Midwest, while neighboring states and dozens of others nationwide have enacted long-term revenue measures to keep their transportation systems competitive; and

WHEREAS, Wisconsin is increasingly relying on General Purpose Revenues to make needed investments, potentially pitting transportation against other vital services, such as education; and

WHEREAS, continued lack of growing, dedicated, and predictable revenue places Wisconsin at a growing economic disadvantage by threatening the efficiency of freight movement, the safety of travelers, and the attractiveness of our state to businesses and residents; and

WHEREAS, both Wisconsin’s aging Interstate highway system—largely constructed in the 1950s and 1960s—and our extensive network of state and local roads require predictable, adequate, and sustainable funding to meet current and future needs;

NOW, THEREFORE, BE IT RESOLVED that the City of Kaukauna Common Council strongly urges the Governor of Wisconsin and the State Legislature to enact a comprehensive, sustainable transportation funding solution that:

1. Provides adequate and reliable revenue growth for the efficient long-term planning and execution of state and local transportation programs;
2. Includes responsible and prudent use of General Purpose Revenue and bonding;
3. Adjusts any new and existing transportation user fees and other revenue mechanisms to sustain purchasing power in order to maintain and improve Wisconsin’s transportation infrastructure; and
4. Ensures transportation continues to deliver for Wisconsin by adequately funding reconstruction, preservation, and safety investments on the state and local systems.

BE IT FURTHER RESOLVED that the clerk is hereby directed to transmit a copy of this resolution to the Governor’s office, all members of the Wisconsin State Senate and Assembly representing districts within City of Kaukauna, and the League of Wisconsin Municipalities.

Adopted this _____ day of _____, 2026.

APPROVED: _____ Anthony J. Penterman, Mayor

ATTEST: _____ Kayla Nessmann, City Clerk

RESOLUTION NO. 2026-5511

WORLD MIGRATORY BIRD DAY

WHEREAS, migratory birds are some of the most beautiful and easily observed wildlife that share our communities; and

WHEREAS, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring; and

WHEREAS, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide; and

WHEREAS, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes; and

WHEREAS, public awareness and concern are crucial components of migratory bird conservation; and

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining health bird populations; and

WHEREAS, since 1993 World Migratory Bird Day (formerly International Migratory Bird Day) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S.; and

WHEREAS, hundreds of thousands of people will observe WMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun; and

WHEREAS, while WMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants; and

WHEREAS, WMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action.

NOW THEREFORE, I, Anthony J. Penterman, as Mayor of the City of Kaukauna, do hereby proclaim May 9, 2026 as

World Migratory Bird Day

In the City of Kaukauna, and I urge all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

Introduced and adopted this 5th day of May, 2026.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Kayla Nessmann, Clerk



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Legislative Committee
From: Adrienne Nelson, Associate Planner
Date: April 29, 2026
Re: CSM Resolution – 801 Gertrude Street

Steve De Jong, surveyor, has submitted a certified survey map (CSM) on behalf of Jacqueline Reardon, owner, to create two lots from parcel 321063901. This request to split the lot into two parcels will allow for the sale and residential development of the newly created lot. The application and a draft of the CSM are attached to this report. An aerial image of the current property is shown below for reference. The error in the acreage listed for Lot 1 has been corrected.





Staff Recommendation:
Recommend approval of the CSM resolution to the Common Council.



APPLICATION: CERTIFIED SURVEY MAP REVIEW FORM

This application is required if you are seeking to divide, combine, or reconfigure up to four parcels. All parcels must meet the dimensional requirements as set forth in their zoning district. Information on zoning districts can be found in Section 17 of the Municipal Code. Information on certified survey maps can be found in Section 18.29 of the Municipal Code. Please note that the City of Kaukauna has extraterritorial review authority for any certified survey maps created for parcels located in townships within three miles of city borders.

Petitioner Information:

Name: Steve De Jong - Meridian Surveying

Mailing Address: N9637 Friendship Dr., Kaukauna, WI 54130

Phone Number: [REDACTED]

Email: [REDACTED]

***Property Owner Information (If Not Petitioner):**

Name: Jacqueline Reardon

Mailing Address: 801 Gertrude St., Kaukauna, WI 54130

Phone Number: [REDACTED]

Email: [REDACTED]

Property Information:

Site Address/Location: 801 Gertrude St

Lot Dimensions and Area: 170' x 120' 19,495 sq. ft.

Current Zoning: residential

Number of Lots to be Created: 2

***If multiple owners are involved, please add all additional owner information on an attached document.**

Please State Reason(s) for Certified Survey Map Review Request:

Split lot

Additional Requirements: For Certified Survey Map review, professionally drawn maps are required to be submitted. These maps must include all structures, lot lines, and streets with distances to each. Maps should be drawn to a scale of not less than 1":1,000'. Additional information may also be requested as may be appropriate per the proposal being made.

Lot Division by CSM (1-4 lots) Fee Schedule: \$10.00/lot based on total lots

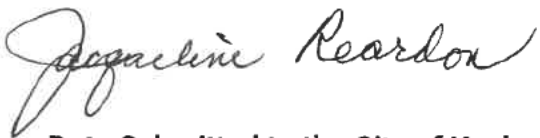
Please Note: The City of Kaukauna will **never** request payment for an application in the form of a wire transfer. All payments are to be made by check to the City of Kaukauna (address below) and are due when the application is submitted, prior to review.

Application Timeline: Certified survey map reviews often require action by multiple governmental bodies and sometimes reviews and authorizations can take more than 30 days. Please let staff know of your request as early as possible if you have a specific deadline that you need Plan Commission authorization by.

Signature of Petitioner:



Signature of Owner (If Not Petitioner):



Date Submitted to the City of Kaukauna: 3-24-2026

Please submit by email to planning@kaukauna.gov or by mail to:
City of Kaukauna
Attn: Planning and Community Development Department
144 W Second Street
Kaukauna, WI 54130

FOR DEPARTMENT USE ONLY:

Date Application Received: 3/24/2026

Payment Received: 3/24/2026

Payment Receipt #: CS9607

Certified Survey Map Reviewed:

Plan Commission Approval: 4/19/2026

Legislative Committee Approval:

Common Council Approval:

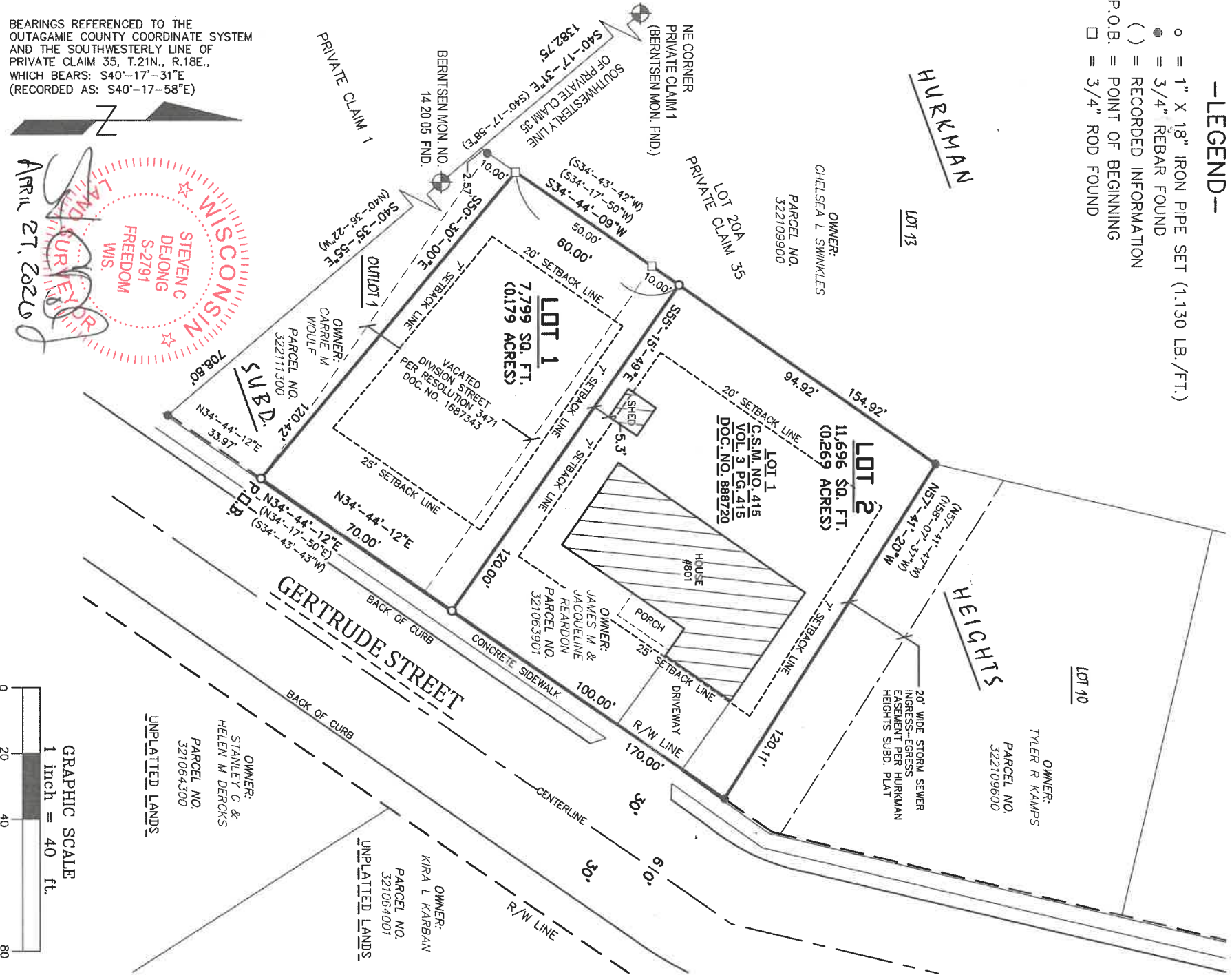
Signature of Planning & Community Dev. Staff:

CERTIFIED SURVEY MAP NO. _____

BEING ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 415, RECORDED IN VOLUME 3, PAGE 415, AS DOCUMENT NO. 888720 AND ALSO A PART OF VACATED DIVISION ST. PER CITY OF KAUKAUNA RESOLUTION NO. 3471 RECORDED AS DOCUMENT NO. 1687343; ALL LOCATED IN LOT 20A IN THE SUBDIVISION OF PRIVATE CLAIM 35, T.21N., R.18E., CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN

—LEGEND—

- = 1" X 18" IRON PIPE SET (1.130 LB./FT.)
- = 3/4" REBAR FOUND
- () = RECORDED INFORMATION
- P.O.B. = POINT OF BEGINNING
- = 3/4" ROD FOUND



BEARINGS REFERENCED TO THE OUTAGAMIE COUNTY COORDINATE SYSTEM AND THE SOUTHWESTERLY LINE OF PRIVATE CLAIM 35, T.21N., R.18E., WHICH BEARS: S40°-17'-31"E (RECORDED AS: S40°-17'-58"E)



MERIDIAN SURVEYING, LLC
 19637 Friendship Drive
 Kaukauna, WI 54130
 Office: 920-993-0881
 Fax: 920-273-6037

THIS INSTRUMENT WAS DRAFTED BY: K.R.	FIELD WORK DATE: 2-23-26
CHECKED BY: S.C.D.	FIELD BOOK: X
JOB NO.: 17075	SHEET 1 OF 4

SURVEYED FOR:
 JACQUELINE REARDON
 801 GERTRUDE ST
 KAUKAUNA, WI 54130

STATE OF WISCONSIN) SS
OUTAGAMIE COUNTY)

CERTIFIED SURVEY MAP NO. _____

SHEET 2 OF 4

BEING ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 415, RECORDED IN VOLUME 3 ON PAGE 415 AS DOCUMENT NO. 888720; AND ALSO A PART OF VACATED DIVISION ST. PER CITY OF KAUKAUNA RESOLUTION NO. 3471 RECORDED AS DOCUMENT NO. 1687343; ALL LOCATED IN LOT 20A IN THE SUBDIVISION OF PRIVATE CLAIM 35, T.21N., R.18E., CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE:

I, Steven C. De Jong, Wisconsin Registered Land Surveyor of Meridian Surveying, LLC., certify that I surveyed, divided and mapped under the direction of Jacqueline Reardon a parcel of land being all of Lot One (1) of Certified Survey Map No. 415, recorded in Volume 3 on Page 415 as Document No. 888720; and also a part of vacated Division St. per City of Kaukauna Resolution No. 3471 recorded as Document No. 1687343; all located in Lot 20A in the Subdivision of Private Claim Thirty-Five (35); Township Twenty-One (21) North, Range Eighteen (18) East, City of Kaukauna, Outagamie County, Wisconsin containing 19,495 square feet (0.448 acres) of land and being described by:

Commencing at the Northeast Corner of Private Claim 1, said point being on the southwesterly line of said Private Claim 35; thence S40°-17'-31"E 1382.75 feet along the southwesterly line of said Private Claim 35 to found Bernsten Monument No. 14 20 05; thence continuing along said southwesterly line of Private Claim 35, S40°-35'-55"E 708.80 feet to a point on the westerly line of Gertrude Street; thence N34°-44'-12"E 33.97 feet along said westerly line of Gertrude Street to the point of beginning; thence continuing N34°-44'-12"E 170.00 feet along said westerly line of Gertrude Street to the northeast corner of said Lot 1; thence N57°-41'-20"W 120.11 feet along the northerly line of said Lot 1 to the northwest corner thereof; thence S34°-44'-09"W 154.92 feet along the westerly line of said Lot 1 and its southerly extension; thence S50°-30'-00"E 120.42 feet to the point of beginning.

Being subject to any and all easements and restrictions of record.

That such is a correct representation of all the exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and Subdivision Regulations of the City of Kaukauna in surveying, dividing and mapping the same.

Dated this 27th day of April, 2026.


Wisconsin Registered Land Surveyor, S-2791
Steven C. De Jong



This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

Owners of Record: James M. Reardon & Jacqueline K. Reardon

Recording Information: Document No. 896721 & 171290

Parcel Number: 321063901

STATE OF WISCONSIN) SS
OUTAGAMIE COUNTY)

CERTIFIED SURVEY MAP NO. _____
SHEET 3 OF 4

BEING ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 415, RECORDED IN VOLUME
3 ON PAGE 415 AS DOCUMENT NO. 888720; AND ALSO A PART OF VACATED
DIVISION ST. PER CITY OF KAUKAUNA RESOLUTION NO. 3471 RECORDED AS
DOCUMENT NO. 1687343; LOCATED IN LOT 20A IN THE SUBDIVISION OF PRIVATE
CLAIM 35, T.21N., R.18E., CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN

OWNER'S CERTIFICATE

As owner I hereby certify that I caused the land on this Certified Survey Map to be surveyed,
divided & mapped as represented on this map. I (we) also certify that this map is required by S.
236.10 or 236.12 to be submitted to the following for approval or objection: City of Kaukauna.

James M. Reardon _____ Date _____

NOTARY CERTIFICATE

Personally came before me this _____ day of _____, 20____.
The above owner to me is known to be the person who executed the foregoing instrument and
acknowledge the same.

Notary Public _____ Wisconsin.
My Commission Expires _____

OWNER'S CERTIFICATE

As owner I hereby certify that I caused the land on this Certified Survey Map to be surveyed,
divided & mapped as represented on this map. I (we) also certify that this map is required by S.
236.10 or 236.12 to be submitted to the following for approval or objection: City of Kaukauna.

Jacqueline K. Reardon _____ Date _____

NOTARY CERTIFICATE

Personally came before me this _____ day of _____, 20____.
The above owner to me is known to be the person who executed the foregoing instrument and
acknowledge the same.

Notary Public _____ Wisconsin.
My Commission Expires _____



STATE OF WISCONSIN) SS
OUTAGAMIE COUNTY)

CERTIFIED SURVEY MAP NO. _____

SHEET 4 OF 4

BEING ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 415, RECORDED IN VOLUME
3 ON PAGE 415 AS DOCUMENT NO. 888720; AND ALSO A PART OF VACATED
DIVISION ST. PER CITY OF KAUKAUNA RESOLUTION NO. 3471 RECORDED AS
DOCUMENT NO. 1687343; LOCATED IN LOT 20A IN THE SUBDIVISION OF PRIVATE
CLAIM 35, T.21N., R.18E., CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN

COMMON COUNCIL RESOLUTION

Resolved by the Common Council of the City of Kaukauna, that the above Certified Survey Map
of the described property is approved,

Passed and approved by Resolution No. _____ this _____ day of _____, 20 ____.

Anthony J. Penterman (City of Kaukauna Mayor)

Kayla Nessmann (City of Kaukauna Clerk)

CITY TREASURER'S CERTIFICATE

As City Treasurer, I hereby certify that the records in our office show no unredeemed taxes and
no unpaid or special assessments affecting any of the lands included in this Certified Survey Map
as of the date listed below

City of Kaukauna Treasurer _____ Date _____

COUNTY TREASURER'S CERTIFICATE

I being the duly elected qualified and acting treasurer of the County of Outagamie, do hereby
certify that in accordance with the records in my office, there are no unpaid taxes or unpaid
assessments as of this _____ day of _____, 20 ____ on any lands included in
this Certified Survey Map.

Outagamie County Treasurer _____ Date _____



RESOLUTION 2026-5512

RESOLUTION APPROVING A CERTIFIED SURVEY MAP TO DIVIDE ONE LOT INTO TWO LOTS FOR PARCEL 321063901

WHEREAS, Jacqueline Reardon, as owner of Parcel 321063901, has presented a Certified Survey Map to the City of Kaukauna Common Council as prepared by Steve De Jong, a registered Land Surveyor; and

WHEREAS, a Certified Survey Map of the following described parcel of land has been presented to and recommended for approval by the Plan Commission:

Commencing at the Northeast Corner of Private Claim 1, said point being on the southwesterly line of said Private Claim 35; thence S40°-17'-31"E 1382.75 feet along the southwesterly line of said Private Claim 35 to found Bernsten Monument No. 14 20 05; thence continuing along said southwesterly line of Private Claim 35, S40°-35'-55"E 708.80 feet to a point on the westerly line of Gertrude Street; thence N34°-44'-12"E 33.97 feet along said westerly line of Gertrude Street to the point of beginning; thence continuing N34°-44'-12"E 170.00 feet along said westerly line of Gertrude Street to the northeast corner of said Lot 1; thence N57°-41'-20"W 120.11 feet along the northerly line of said Lot 1 to the northwest corner thereof; thence S34°-44'-09"W 154.92 feet along the westerly line of said Lot 1 and its southerly extension; thence S50°-30'-00"E 120.42 feet to the point of beginning. Being subject to any and all easements and restrictions of record.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin that the said Certified Survey Map attached and made a part hereof is hereby accepted and approved.

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 5 day of May, 2026.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Kayla Nessmann, City Clerk