



In-Person

1. Call to Order
2. Roll Call - Verification of a quorum
3. Public Appearances
4. Reading and Approval Minutes
 - [a.](#) 1000 Islands Environmental Center Committee Minutes of July 17, 2025
5. Financial Report
 - [a.](#) July Financial Report
 - [b.](#) Endowment Statement April - June
6. Correspondence
 - [a.](#) July Donation Report
7. The Friends of 1000 Islands Report
8. Naturalist Report
 - [a.](#) July Naturalist Report
9. Committee Reports
 - a. Administrative/Finance Committee Reports
 - [i.](#) Receive and Place on file the Minutes of the August 14, 2025, Administrative & Finance Sub-Committee
 - b. Education Committee Report
 - c. Building & Grounds Committee Reports
10. Old Business
11. New Business
 - [a.](#) Review Changes to the Ordinance Amending Section 1.44
12. Good of the Center
 - a. Intern Maddie's Departure - August 29, 2025
13. Next Meeting - Thursday, September 18, 2025
14. Adjournment

NOTICES

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

1000 Islands Environmental Center Mission Statement: To provide children, adults and families the knowledge and skills needed to build a sustainable balance among the environment, economy and community through education, conservation and recreation.



1000 ISLANDS ENVIRONMENTAL CENTER

1000 ISLANDS COMMITTEE

City of Kaukauna

Nature Center Building

1000 Beaulieu Court, Kaukauna

Thursday, July 17, 2025, at 6:30 PM

MINUTES

Members Present Hietpas, White, Breitzman, Rumbuc, Eggleston, Jakel, Manion, Pautz

Not Present West, VanBerkel

Also Present Brad Garrity

White called the meeting to order at 6:35 PM. A quorum was present.

Public Appearances None

June 19, 2025, Committee Meeting Minutes

Manion moved to approve the meeting minutes. Motion was seconded by Hietpas. Motion carried.

June Financial Reports

The June 2025 Financial Report was reviewed. Garrity pointed out that with the June report, half the year has passed, and the percentages will be closely monitored with regard to the creation of the 2026 budget. Custodial supplies are rising due to new paper towel dispensers and cleaning product cost increases. Staff will be looking at 2 other places for custodial supplies. The city is talking about a single supplier for all city departments, including Community Enrichment, but they are not quite there yet. Garrity encouraged the Committee to use this document when giving input on the 2026 budget. Jakel moved to approve the June 2025 Financial Report and seconded by Breitzman. Motion carried.

The Budget Schedule was then discussed. Eggleston pointed out that the calendar dates reflected the year 2024. The bullet pointed dates beneath the calendar are accurate as printed.

August 1 – Distribution of 5 Year Capital Improvement Project (CIP) to department managers

August 5 – Distribution of budget worksheets to department managers

September 4 – Review CIP internally with department heads

September 9 – Non-personnel budgets due

September 16-20 – Administrative budget round table (discuss budget items) as an aggregate

September 17 – Present 5-year CIP to council for feedback

September 30 – Present non-personnel items and tax rate to Committee of the whole for feedback

October 14 – Present personnel items to Committee of the whole for feedback

October 24 – Submit public hearing notice to clerk for Class 1 posting at least 15 days prior to hearing

Week of October 28 – Print budget books and distribute

November 11 – Proposed budget presentation to Committee of the whole at 6 pm

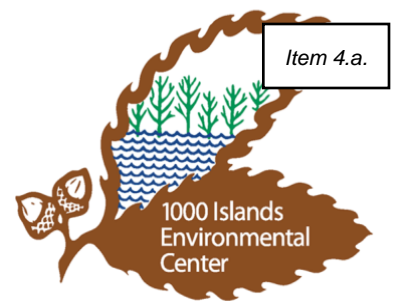
November 19 – Public hearing and budget adoption

Garrity and Kohls will be making phone calls to vendors to see if there will be an anticipated rise in prices due to tariffs or other factors.

1000 ISLANDS ENVIRONMENTAL CENTER

1000 Beaulieu Court
Kaukauna, WI 54130

920.766.4733
thousandisland@kaukauna-wi.org



Garrity proposed an Admin and Finance (A/F) meeting on August 14 at 4:30 pm to discuss budget items to be proposed to the Committee by August 21. Garrity will get the budget package to A/F before August 14.

Donation Report

The donation report was reviewed. A nice increase in collection bins was noted – due to goats? Garrity stated we are a little down this year, but looking at budget line, we are currently at 83%. A \$40,000 donation from individual estate was received. More to come on that in the future. A mounted fox table (selling online for \$1,500) was donated by a private person. And another private person constructed a glass case in which the fox is housed. Eggleston moved to accept the report, Manion seconded. Motion carried.

Friends of 1000 Islands Report

Hietpas stated that the Friends hadn't met and that there was nothing to report.

Naturalist's Report

Garrity highlighted some points of interest.

The downturn in pavilion rentals may be due to the city having many great facilities. Staff are still getting calls on building rentals for parties, which generated some discussion on the policy change. Garrity will clarify our policy for non-profit rentals.

Programs are going well, with Crayfish and Critter Hunts being the most popular. 20 new nets were just ordered for \$1000 leading to the necessity to be more vigilant about locking the nets when not in use. Nets are not checked out during the day, but staff are thinking of piloting a process whereby users alert the staff when taking equipment out on a hunt.

Service Saturday is finally taking off. Many groups are coming and working together as a service project.

Local TV stations – 1000 Islands is becoming a go-to for stories and expertise. Garrity and staff are also being contacted by radio and podcast hosts – “Living Outdoors with Mark Drewek”. It was suggested that the staff consider a Facebook or Times Villager “column” weekly or biweekly. That discussion then jumped to an informational column or weekly blog that could be featured online or in print in connection with city information. Manion stated he had experience in providing updated info to the community; he will provide examples.

Information on the Three Sisters Garden was then presented. This project is spearheaded by the Kaukauna Public Library. Once the Garden is established it will become a community thing. 1000 Islands provides the plot of land and maybe some watering.

2nd Quarter Usage Report

Pautz raised the question about the numbers not adding up. It was explained that school groups and registered program participants are easy to quantitate, although counties of origin may be estimated. Shared programs, like Storybook Walk, are very hard to quantitate. It was suggested that maybe those activities are each counted with the number of participants estimated based on number of programs. This will be taken to the Education Committee to evaluate what needs to be quantified accurately, what doesn't, and the means by which to do that.

Golden Investment Account update: The account has been closed and transferred into the 1000 Islands restricted account.

June Community Foundation Statement: Director Terri Vosters is point on this. Brad will attempt to go to the next meeting with her.

Admin and Finance Sub-Committee

Manion moved to receive and place on file the minutes of the June 19th meeting, Breitzman seconded. Motion passed.

Education Sub-Committee

No meeting was held, but the committee would like to meet on September 3, 2025, at 11:30 AM.

Building and Grounds Sub-Committee

No meeting was held. A property walk will be held on September 10, at 4:30 PM. All are welcome; no need to be a Buildings and Grounds member.

Old Business

None

New Business

None

Good for the Center

Diane will reach out to Committee members missing several meetings.

It was noted by Committee members that the staff have been making great forward progress at the Center. The staff are very happy and feel invested.

Next Committee Meeting

The next Committee Meeting will be on Thursday, August 21, 2025, at 6:30 PM in the Nature Center building.

Adjournment

There being no further business, Manion moved to adjourn the July 17, 2025, Committee Meeting at 8:17 PM. Seconded by Breitzman. Motion Carried.

Penni Pautz

City of Kaukauna
1000 Islands Environmental Center
Budget vs. Actual
From January 1, 2025 to July 31, 2025

Account	July Actuals	YTD Amount	Budget Amount	Amount Over Budget	% of Budget
Ordinary Income/Expense					
Income					
4391 - Kaukauna School Dist Aids		\$0.00	\$15,000.00	(\$15,000.00)	0.00%
4392 - Outagamie County Aids		\$10,000.00	\$10,000.00	\$0.00	100.00%
4694 - Facilities/Building Rental (Taxable)	\$47.27	\$682.92	\$1,500.00	(\$817.08)	45.53%
4695 - Facilities/Building Rental (Non-Taxable)	(\$200.00)	(\$75.00)	\$500.00	(\$575.00)	-15.00%
4696 - Programing Fees	\$2,684.00	\$9,416.00	\$7,000.00	\$2,416.00	134.51%
4716 - Gift Shop Sales	\$261.84	\$2,657.95	\$6,000.00	(\$3,342.05)	44.30%
4802 - Donations & Contributions	\$318.61	\$42,518.98	\$45,000.00	(\$2,481.02)	94.49%
4810 - Interest Income		\$741.17	\$7,500.00	(\$6,758.83)	9.88%
4910 - Env Center Restricted Donate	\$406.93	\$2,482.83	\$0.00	\$2,482.83	0.00%
4911 - Fundraising Sales		\$5,263.65	\$0.00	\$5,263.65	0.00%
4912 - Animal Care - Jabber	\$15.00	\$250.00	\$0.00	\$250.00	0.00%
4913 - Memorial Purchases		\$6,525.00	\$0.00	\$6,525.00	0.00%
Total - Income	\$3,533.65	\$80,463.50	\$92,500.00	(\$12,036.50)	86.99%
Expense					
5101 - Regular Payroll	\$21,114.68	\$102,379.61	\$179,421.00	(\$77,041.39)	57.06%
5104 - Temporary Payroll	\$2,775.61	\$4,256.57	\$6,620.00	(\$2,363.43)	64.30%
5107 - Overtime Pay	\$4.82	\$19.05	\$0.00	\$19.05	0.00%
5151 - Retirement Plan	\$1,253.24	\$6,078.77	\$10,599.00	(\$4,520.23)	57.35%
5154 - Social Security	\$1,427.97	\$6,736.53	\$12,152.00	(\$5,415.47)	55.44%
5157 - Group Health Insurance	\$3,342.48	\$24,585.36	\$41,310.00	(\$16,724.64)	59.51%
5160 - Group Life Insurance	\$12.62	\$88.34	\$133.00	(\$44.66)	66.42%
5163 - Workers Compensation	\$496.11	\$2,334.46	\$3,767.00	(\$1,432.54)	61.97%
5205 - Seminar Expenses		\$175.00	\$2,500.00	(\$2,325.00)	7.00%
5208 - Travel - City Business		\$0.00	\$200.00	(\$200.00)	0.00%
5211 - Education & Memberships		\$175.00	\$500.00	(\$325.00)	35.00%
5260 - Animal & Bird Care	\$136.22	\$515.12	\$2,000.00	(\$1,484.88)	25.76%
5264 - Programs	\$253.61	\$2,207.23	\$4,500.00	(\$2,292.77)	49.05%
5276 - Conservancy Zone Maint	\$203.63	\$742.78	\$4,000.00	(\$3,257.22)	18.57%
5303 - Communications	\$50.00	\$350.00	\$900.00	(\$550.00)	38.89%
5306 - Heating Fuels	\$10.45	\$1,414.44	\$3,000.00	(\$1,585.56)	47.15%
5309 - Water Sewer & Electric	\$896.40	\$5,080.58	\$10,000.00	(\$4,919.42)	50.81%
5312 - Maintenance - Buildings	\$267.91	\$1,652.65	\$4,500.00	(\$2,847.35)	36.73%
5315 - Maintenance - Office Equipment	\$177.02	\$936.10	\$1,500.00	(\$563.90)	62.41%
5318 - Maintenance - Automotive		\$59.65	\$500.00	(\$440.35)	11.93%
5325 - Contractual Services	\$873.65	\$6,985.05	\$12,000.00	(\$5,014.95)	58.21%
5334 - Printing Expense		\$0.00	\$400.00	(\$400.00)	0.00%
5401 - Office Supplies	\$26.37	\$361.36	\$600.00	(\$238.64)	60.23%
5404 - Clothing Expense		\$0.00	\$700.00	(\$700.00)	0.00%
5407 - Automotive Supplies	\$18.35	\$151.16	\$300.00	(\$148.84)	50.39%
5410 - General Supplies	\$23.62	\$88.84	\$1,500.00	(\$1,411.16)	5.92%
5416 - Custodial Supplies	\$78.72	\$1,258.87	\$1,000.00	\$258.87	125.89%
5431 - Postage	\$13.20	\$13.20	\$100.00	(\$86.80)	13.20%
5440 - Concession Product	\$399.45	\$1,384.82	\$3,700.00	(\$2,315.18)	37.43%
5499 - Miscellaneous	\$98,684.07	\$98,836.33	\$1,500.00	\$97,336.33	6,589.09%
5897 - Restricted Funds - Animal Care/Jabber		\$257.85	\$0.00	\$257.85	0.00%
5898 - Restricted Funds	\$1,641.49	\$8,377.34	\$0.00	\$8,377.34	0.00%
Total - Expense	\$134,181.69	\$277,502.06	\$309,902.00	(\$32,399.94)	89.55%
Net Income	(\$130,648.04)	(\$197,038.56)	(\$217,402.00)	\$20,363.44	90.63%

Lines bolded in red are 201 accounts



1000 Islands Endowment Fund

April 01, 2025 through June 30, 2025

Fund Activity Summary (Unaudited)

Balance as of April 01, 2025	\$388,896.95
Contributions	
Donations	\$ 100.00
Contributions total	\$ 100.00
Investment Returns	
Investment Income	\$1,110.80
Realized Gain/(Loss)	\$2,418.38
Unrealized Gain/(Loss)	\$24,322.91
Investment Returns total	\$27,852.09
Fund Fees	
Administrative Fees	\$ 587.42
Investment Manager Fees	\$ 123.24
Fund Fees total	\$ 710.66
Balance as of June 30, 2025⁺	\$416,138.38



1000 Islands Endowment Fund

Fund Financial Information as of June 30, 2025

Amount Available for Distribution^

\$0

Current Fund Assets	
Endowment Fund Pool	\$416,138.38
Total	\$416,138.38

Outstanding Fund Liabilities

No outstanding liabilities for the fund

Notes to Statements

+ Grants are recorded in the month they are recommended regardless of scheduled payment date(s) and show in "Grants and Scholarships paid" section. The result of this accounting treatment is the fund may show a negative end balance. For example, a fund issues a grant for \$30,000 payable over three years. The fund will show a grant paid of \$30,000 and the fund balance will be reduced by the full \$30,000.

^ If the fund has a multi-payment grant scheduled, the current amount available for distribution will be reduced by the future payments. If the fund has a multi-payment grant, please contact your Community Foundation staff contact to determine the amount available for distribution for the fund.

* Processing Fees include credit card processing fees, stock commissions, and other similar bank fees



1000 Islands Endowment Fund
April 01, 2025 through June 30, 2025

Fund Activity Detail

Contributions	
Date	Amount
5/13/2025	\$ 100.00
Total Contributions	\$ 100.00

Grants Awarded
No grants were awarded this statement period.

1000 Islands Donation Report

Donations Posted: July 2025

Account: 201-48501-4802

Date	Name	Memo	Amount
7/7/2025	General Donations	Collection bins	\$ 37.00
7/7/2025	General Donations	Collection bins	\$ 133.61
7/17/2025	Carla Zacharias & John Whitmore	Memorial Donation in Honor of John Robedeaux	\$ 50.00
7/23/2025	General Donations	Collection bins	\$ 68.00
7/24/2025	100 Islands Endowment Fund	Memorial Donation in Honor of John Robedeaux	\$ (50.00)
7/30/2025	General Donations	Collection bins	\$ 65.00
7/31/2025	General Donations	Website Donation	\$ 15.00
		TOTAL:	\$ 318.61

Account: 201-48501-4910 - Env Center Restricted Donate

Date	Name	Memo	Amount
7/9/2025	Journal Entry	Closing interest for Endowment Fund	\$ 0.73
7/9/2025	Journal Entry	Adjust 1000 Islands CD Balance	\$ 19.27
7/31/2025	Journal Entry	Interest on 1000 Islands Restricted Cash	\$ 386.93
		TOTAL:	\$ 406.93

Account: 201-48501-4911 - Fundraising Sales

Date	Name	Memo	Amount
		TOTAL:	\$ -

Account: 201-48501-4912 - Jabber

Date	Name	Memo	Amount
7/22/2025	Gift Shop Sale - Jabber		\$ 15.00
		TOTAL:	\$ 15.00

Account: 201-48501-4913 - Memorial Purchases

Date	Name	Memo	Amount
		TOTAL:	\$ -

Other Donations Received in July

6/11/2025	Bordon Erickson	Sew-on patches for gift shop	
7/11/2025	Joseph Sieckert	Tanned hides (raccoon, beaver, fox)	

1000 Islands Environmental Center

July 2025 Naturalist Report

Brad Garrity – Naturalist, 1000 Islands

Terri Vosters – Director, Community Enrichment

1000 Islands Update

Admin/Finance

- Cassie assisted Carol Van Boxtel with editing for her upcoming children's book all about Kaukauna. Brad and Cassie also reviewed and made suggestions about the portion of the book specific to 1000 Islands. The book copyright will be owned by Kaukauna Public Library and will be available for purchase from KPL, 1000 Islands, and other City Departments.
- Brad and Penni met to discuss the Eagle Nest Camera project. Working through Friends of 1000 Islands, Penni has been gathering information regarding the feasibility of installing a nest cam, the requirements to do so, permitting, costs, and more.
- Brad has offered to assist Friends of 1000 Islands to boost member engagement by setting up their email list through MailChimp and beginning to send monthly engagement emails, while also reinstituting the Cat-Tails newsletter to members on a quarterly basis. The commitment is about 6 months to 1 year to establish regular engagement, at which point the Friends will assume this role for their organization.

Education / Programming

- 16 scheduled on-site field trips in July, two off-site programs.
- Maddie led the off-site programs and has been a tremendous assistant to Kat for running the summer group programs.
- Modern Woodmen held their chapter meeting at the center and were presented the Bald Eagle program and had ice cream sundaes.
- Steve Keller's Traveling Snake Show was on site for our World Snake Day Celebration. More than 300 people were estimated to have attended despite the heat. Steve, Carl and their volunteers brought a variety of snake species for participants to hold and learn about.

- Our two public Crayfish and Critter Hunts were wildly successful with approx. 125 attendees for the morning session in early July, and approx. 250 attendees for the afternoon session in late July.
- We ordered 20 new standard crayfishing D-nets and 10 short-handled nets in response to the increase in school, daycare, summer camp and public groups using our nets. We now have approximately 60 standard nets and 10 smaller nets for those under age 5. or with special needs.
- Brad was a live guest on “Living the Outdoors” with Marc Drewek on AM 1570 the Score (also available in podcast format.) They spent an hour discussing 1000 Islands, upcoming programs, and Bald Eagle Nest Watch.
- Brad attended an online seminar presented through Bird City USA and by the Lake Michigan Bird Observatory about Dark Skies and the initiatives to reduce the effects of light pollution on migratory birds and other nocturnal animals.
- Our first “Hike With a Naturalist” was a success as we explored Island 3, learning about the history of the island, the terrain, and also updates about the work that Eric Heitpas has spearheaded to remove buckthorn and plant trees on the island, as well as discussing ideas for future improvements and accessibility.
- Our Kids Fishing Basics clinic was canceled due to low enrollment. We will revive the program in 2026 and also are offering the Focus on the Fox fishing day this September with the KHS fishing team.
- We hosted the “Great Kaukauna Campout” community campfire with S’mores, popcorn, campfire songs and stories. Approximately 35 people participated and also utilized the trails for self-guided twilight hiking on the boardwalk. Many participants were from Kaukauna, with a few visitors from other parts of the state.
- We had 15 participants for this summer’s Basic Survival Camp (ages 6-8) despite the poor air quality and heat. We learned about the rules of and preparation for basic outdoor survival and practiced orienteering skills, knot tying (making paracord bracelets,) shelter building and fire building, and celebrated our newfound knowledge and skills with S’mores around our fires in the Upper Woods.
- Brad worked on compiling the Fall and early Winter public programs for publication in the Fall/Winter Recreation Guide.

Building and Grounds

- Work has continued to work on invasive species removal, cutting back overgrowth on the trails, as well as clearing trees that have fallen on the trails.

- Eric has worked with McMahon and associates to develop initial design plans for the front entrance upgrade project. McMahon is working on a project cost analysis. Plans will be presented at a later date.
- Our July Service Saturday saw 6 participants of various ages working to weed the garden, clean animal enclosures, and repair holes in our crayfishing nets. We had one scout who completed his general volunteer service hours requirement.
- We have had a few youth volunteers working with us regularly this summer, in particular Scarlett Aull and Josephine Roarty, who have been coming weekly to help with various projects and programs.
- Volunteers Betty and Leslie continue to come help us out in the gardens to fulfill their WI Master Gardener volunteer requirements.
- SOAR Fox Cities has been bringing a group to help with light cleaning and other work around the center. They enjoy eating lunch at the center after work.
- A group of 10 employees of PepsiCo/Frito-Lay in Kaukauna volunteered for an afternoon. They helped prepare for the community campfire that evening as well as working to clean cobwebs, dirt and debris from the pavilion and the exterior of the building.
- Kwik Trip rented the pavilion for their team meeting
- The Community Foundation rented our pavilion and building for a retirement party. They were very complimentary of our facility, as well as our service to them and the accommodations we made to move the event indoors due to the weather.
- Truck 19 was in for brake repair due to a locked-up caliper and also received an oil change.
- Brad, Kat and Maddie helped rescue a sick muskrat that was found during our public crayfishing program. It was brought to Wildlife of Wisconsin.

1000 ISLANDS ENVIRONMENTAL CENTER

1000 ISLANDS COMMITTEE

City of Kaukauna
Nature Center Building
 1000 Beaulieu Court, Kaukauna



Thursday, August 14, 2025, at 4:30 PM

MINUTES

In-Person

1. Call to Order

Members Present: Manion, Van Berkel, Eggleston, White, West, and Pautz

Also Present: Vosters, Garrity, and Kohls

Van Berkel called the meeting to order at 4:30 PM

2. Reading and Approval Minutes

a. None approved

3. 2026 Budget

Terri Vosters shared that department goals and objectives will no longer be included in the budget book. Instead, they will be presented in a year-end report to the City Council.

5264 – Program Budget

The program budget was reduced by \$1,500 due to securing a sponsorship for Eagle Days. While additional programming has been added, the cost of program materials will see a slight increase. Assistant Naturalist Berge is currently reviewing program supply needs.

5276 – Conservancy Zone Maintenance

This budget line increased by \$2,000 in 2025 to prepare for potential tree removal due to weather-related events. Rather than increasing the budget further, the department will exceed the budget if removal becomes necessary. Overall, the 5276 budget increased by \$500. Brad Garrity noted that proceeds from the seedling sale will be used for tree planting efforts.

5205 – Seminar

This budget was reduced by \$500, reflecting a change from two staff members attending conferences annually to just one.

5416 – Custodial Supplies

This category exceeded its budget in 2025. Garrity explained the overage was due to upgrades including new paper towel holders and air fresheners, increased usage of paper products from higher building traffic, more water softener salt, and issues with running toilets. The toilets require replacement parts that are now obsolete. Staff have implemented periodic checks, and toilet replacements are scheduled under the 2028 Capital Improvement Plan (CIP). Garrity will seek quotes from custodial vendors to help reduce costs.

5306 – Heating Fuels and 5309 – Water, Sewer & Electric

These budget lines were noted due to uncertainty around projected increases or decreases, which remain unknown at this time.

5804-Equipment

\$1,500 was added to the 5804-Equipment budget line to replace the Administrative Assistant's laptop, as noted by Vosters.

4. Capital Improvement Plan (CIP)

Front Entrance Improvements

Manion expressed interest in enhancing the front entrance by improving natural lighting and aesthetics. Garrity noted that modifications are limited by fire and building codes. Van Berkel inquired about changes to the entrance size, and Garrity confirmed the footprint will remain unchanged. Handicap-accessible buttons will be installed at both doors of the new entrance. Vosters suggested adding a key fob system. Eggleston commented that the entrance design could be more visually appealing and appreciated the overhang for visitors. Garrity will present design plans and cost estimates to the Committee.

Window Replacement

Garrity reported that the current windows are not energy efficient and most will need replacement. Eggleston questioned whether the allocated \$50,000 would be sufficient. Garrity estimated the cost to be between \$50,000 and \$80,000.

Lighting

Garrity stated lighting updates are planned for 2029. Pautz voiced concerns about LED lighting, noting that entire fixtures must be replaced rather than just bulbs. Garrity emphasized the high energy costs as a reason for considering LED upgrades.

Other CIP Updates:

- The display case has been removed from the CIP.
- The playscape project has been postponed to 2030, and its budget reduced from \$300,000 to \$100,000.
- A security camera system upgrade is currently planned for 2030 to improve coverage in areas lacking surveillance. The proposed system would include additional cameras with attendance-tracking counters. The Committee recommended accelerating this project—ideally within the next two years—and completing all replacements at once.

5. **Additional Building Updates**

- Garrity proposed adding windows along the back of the Nature Center to improve views of the Fox River. Eggleston suggested seeking window donations instead of bench donations.
- A contractor will assess the water softener system to ensure optimal performance.
- The Fox River Room currently lacks air conditioning; staff will evaluate the feasibility of adding a duct.
- Garrity recommended installing a drinking fountain as part of the existing water bottle filling station.

6. **Signage Updates**

Garrity met with Eagle Graphics to discuss building and trail signage, as well as vinyl prints for displays. Priority will be given to trail signage in the Upper Woods and boardwalk areas. Funding will come from the restricted trails account. Eggleston asked if Eagle Graphics could sponsor Eagle Days. Garrity explained that Friends of 1000 Islands is already committed to sponsoring the 2026 event, but other community sponsors may be considered in the future.

7. **Strategic Plan Update**

Garrity reported that the primary objectives outlined in the strategic plan have been successfully achieved. The department is now focusing on secondary goals. One upcoming initiative includes adding a hunting display, funded through the restricted account.

Pautz asked about the status of the out-of-order Augmented Reality sand table. Garrity explained that maintaining the outdated software is cost-prohibitive, and as a result, the display will be discontinued. Instead, plans are underway to refurbish the turbine display and convert it into an interactive exhibit.

8. **Ordinance Amendment – Section 1.44**

Eggleston recommended grammatical corrections to the ordinance draft, including removing the apostrophe “s” after “Committee” in the second paragraph and eliminating the repeated word “creation.” Vosters proposed presenting the revised ordinance to the full Committee.

Eggleston asked how the ordinance changes would affect the Committee’s by-laws. Vosters confirmed that the by-laws would need to be rewritten and approved by the City. Eggleston noted that while the framework would remain intact, some language updates would be necessary. Van Berkel asked if 1000 Islands policies would be followed in the interim. Vosters confirmed.

Manion motioned to advance the ordinance with the proposed changes to the 1000 Islands Committee. Pautz seconded. West voted no, while the remaining sub-committee members voted in favor. The motion carried.

9. **Good for the Center**

Memorial benches were delivered on Tuesday, August 12, 2025. Ten new benches were installed on the boardwalk this week. Plaques for the benches will follow.

Van Berkel inquired about staffing increases. Vosters explained the City's People Plan. Pautz inquired if we are in danger of losing the Assistant Naturalist's position. Vosters indicated there is no danger. Staffing in 2026 will be the same as 2025. Vosters has been completing reports from the Community Foundation to update them on the position.

10. **Adjourn**

With no further business to discuss, Eggleston made a motion to adjourn. Seconded by Manion. Meeting adjourned at 5:58 pm.

DRAFT

CITY OF KAUKAUNA
ORDINANCE NO. xxxx-2025

AN ORDINANCE AMENDING SECTION 1.44

WHEREAS, the 1000 Island Environmental Center Committee was created to assist the City in its oversight of the 1000 Island Environmental Center and Conservancy Zone and to promote sustainability, conservation, education, and promote the general health of the citizens of Kaukauna; and

WHEREAS, since the creation of the 1000 Island Environmental Center Committee ~~creation~~ the City has added several full and part-time positions within the City's budget to staff the 1000 Island Environmental Center; and

WHEREAS, updating the ordinance will eliminate confusion as to any residency requirements for membership of the 1000 Island Environmental Center Committee; and

WHEREAS, updating the ordinance will clarify the organization and election procedures of the 1000 Island Environmental Center Committee; and

WHEREAS, updating the ordinance will more distinctly define the powers and duties of the 1000 Island Environmental Center Committee; and

WHEREAS, the proposed ordinance will allow 1000 Islands Environmental Center Committee to continue to carry out its mission.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin, Section 1.44 be added to City of Kaukauna Municipal Code and read as follows:

BEFORE AMENDMENT

Sec. 1.44. – 1000 Island Environmental Center Committee

- (1) Mission. The 1000 Islands Environmental Center Committee is charged with providing the citizens of Kaukauna the knowledge and skills needed to build a sustainable balance among the environment, economy, and community through education, conservation, and recreation.
- (2) Composition. The 1000 Islands Environmental Center Committee shall consist of eleven (11) members. The President of Friends of the 1000 Islands, or designee, an alderperson, a school board representative, and eight (8) citizen members shall constitute the eleven (11) members of the 1000 Islands Environmental Committee.
- (3) Appointments.
 - a. The President of Friends of the 1000 Islands, or designee, shall be an ex-officio member that serves.
 - b. The citizen members shall be appointed by the Mayor of Kaukauna, subject to confirmation by the Kaukauna Common Council for a three-year term. These terms shall be staggered so that no more than three (3) citizen members' terms shall expire each year.

- c. The school board representative and alderperson shall be appointed by their respective governing bodies to a one (1) year term.
 - d. Members shall be persons of recognized experience and qualifications.
 - e. Residency within Kaukauna's municipal borders shall not be a factor for membership.
- (4) Organization. The members of the committee shall annually organize by the election of a Chair and a Vice-Chair, who shall serve a one (1) year term. All members shall serve without compensation.
- (5) Powers and Duties.
- a. The Committee shall determine the policies, programs, and regulations governing the 1000 Islands Environmental Center, and the surrounding 1000 Islands Conservancy Zone.
 - b. The Committee shall recommend a budget to the Kaukauna Common Council.
 - c. The Committee may make recommendations on policy, regulations, ordinances, and other measures concerning sustainability, conservation, or other environmental issues that may affect the 1000 Islands Environmental Center, the 1000 Islands Conservancy Zone, or the City of Kaukauna as a whole.

AFTER AMENDMENT

Sec. 1.44. – 1000 Island Environmental Center Committee

- (1) Mission. The 1000 Islands Environmental Center Committee is charged with providing the citizens of Kaukauna the knowledge and skills needed to build a sustainable balance among the environment, economy, and community through education, conservation, and recreation.
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- (3) Appointments.
- a. The President of Friends of the 1000 Islands, or designee, shall be an ex-officio member that serves.
 - b. The citizen members shall be appointed by the Mayor of Kaukauna, subject to confirmation by the Kaukauna Common Council for a three-year term. These terms shall be staggered so that no more than three (3) citizen members' terms shall expire each year.
 - c. The school board representative and alderperson shall be appointed by their respective governing bodies to a one (1) year term.
 - d. Members shall be persons of recognized experience and qualifications.
 - e. ~~Residency within Kaukauna's municipal borders shall not be a factor for membership.~~
Members do not need to be City of Kaukauna residents.
- (4) Organization. The members of the committee shall ~~meet annually to elect~~ ~~annually organize by the election of~~ a Chair and a Vice-Chair, who shall serve a one (1) year term. All members shall serve without compensation.

(5) Powers and Duties.

- a. The Committee ~~shall determine the~~ may advise the Kaukauna Common Council on policies, programs, and regulations governing the 1000 Islands Environmental Center, and the surrounding 1000 Islands Conservancy Zone.
- b. ~~The Committee shall recommend a budget to the Kaukauna Common Council.~~ The Committee may recommend budgetary priorities or needs to the City department overseeing the 1000 Island Environmental Center, which may be considered in the department's budget proposal to the Kaukauna Common Council
- c. The Committee may make recommendations on policy, regulations, ordinances, and other measures concerning sustainability, conservation, or other environmental issues that may affect the 1000 Islands Environmental Center, the 1000 Islands Conservancy Zone, or the City of Kaukauna as a whole.

