

COMMON COUNCIL

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



Tuesday, August 05, 2025 at 7:00 PM

AGENDA

In-Person and Remote Teleconference via ZOOM

1. Call to Order.
2. Roll call, one minute of silent prayer, Pledge of Allegiance to the American Flag.
3. Presentation of letters, petitions, remonstrances, memorials, and accounts.
4. Public appearances.
5. Business presented by Mayor.
 - a. Appointment of Paula Davis to the Kaukauna Public Library board replacing Janet Sager due to retirement (School District Representative).
 - b. Reappointment of Jake Van Gompel as Weed Commissioner (1-year term).
6. Consent Agenda.
 - [a.](#) Board of Public Works Meeting Minutes of August 4, 2025.
 - [b.](#) Health and Recreation Committee Meeting Minutes of August 4, 2025.
 - [c.](#) Legislative Committee Meeting Minutes of August 4, 2025.
 - [d.](#) Common Council Meeting Minutes of July 15, 2025.
 - [e.](#) 1000 Island Committee Meeting Minutes of June 19, 2025.
 - [f.](#) RACK meeting minutes of May 20, 2025
 - [g.](#) Bills Payable.
7. Reports of standing and special committees.
 - [a.](#) Operator (Bartender) Licenses.
8. Reports of City officers.
 - [a.](#) Introduction to Ordinance for Natural Yard
 - [b.](#) TID 5 extension request to the Joint Review Board
9. Presentation of ordinances and resolutions.
 - [a.](#) Ordinance 1935-2025 Ordinance Repealing Section 9.25.
 - [b.](#) Resolution 2025-5478 Repealing and Recreating Resolution 4088 Establishing Incentives for Employees of the City of Kaukauna Residing within the City of Kaukauna.
 - [c.](#) Resolution 2025-5482 Resolution Requesting the Joint Review Board to Approve an Extension for TID 5 in the City of Kaukauna, Wisconsin.
10. Alder requests for discussion at next Common Council meeting.
11. Closed session.

- a. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – The Reserve 2022-PL-24.
- b. Return to Open Session for possible action.

12. Adjourn.

NOTICES

**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.

BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, August 4, 2025, at 6:00 P.M.

Members present: Antoine, DeCoster, Kilgas, Moore, Schell, and Thiele.

Absent & Excused: Eggleston and Schumacher.

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Street Superintendent VanGompel, Community Enrichment & Rec Director Vosters, Planning Director Kittel, Police Lieutenant Krueger, and interested citizens.

Motion by Moore, seconded by Schell to excuse the absent member.

All Ald. Present voted aye.

Motion carried.

1. Correspondence – none.

2. Discussion Topics.

a. County Trunk Highway CE at Fieldcrest Drive Intersection - Proposed Highway Safety Improvement Program Project.

Outagamie County Highway Commissioner, Dean Steingraber, and Highway Engineer, Joe Zellmer, proposed a modified Restricted Crossing U-Turn (RCUT) intersection on County Trunk Highway (CTH) CE at Fieldcrest Drive. The intersection has been noted as a potential safety concern in the CTH CE Corridor Study. The County has applied for and was recently notified that the project has been selected to receive federal funding through the Highway Safety Improvement Program. Outagamie County has approved a new local cost sharing policy and is requesting for the City of Kaukauna's participation. Discussion held and questions answered.

Motion by Antoine, seconded by DeCoster to support the proposed county highway safety improvement project and direct staff to work with Outagamie County on final design including public input. We do not agree with the county administrative rule being applied to this project as presented, but in the interest of public safety, we would like to move forward with the project.

Roll call vote: Antoine-aye, DeCoster-aye, Kilgas-aye, Moore-aye, Schell-aye, Thiele-aye.

Motion carried.

Motion by Moore, seconded by Antoine, to authorize the Director of Public Works to enter into a County/Municipal Agreement for the CTH CE & Fieldcrest intersection project.

All Ald. Present voted aye.

Motion carried.

b. Public Works Updates.

DPW/Eng. Neumeier provided some Kaukauna Public Library updates. Neumeier also discussed the construction of the pavilion, park, and basketball court at Strassberg Park. Below Wisconsin Avenue, the street department cleared out a lot of overgrowth. Outagamie County worked with the Department of Transportation to re-do the Lawe Street railroad crossing. Street Superintendent VanGompel provided more Strassberg Park updates.

3. Adjourn.

Motion made by Moore, seconded by Schell to adjourn.

All Ald. Present voted aye.

Motion carried.

Meeting adjourned at 7:15 pm.
Kayla Nessmann, Clerk

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Chair DeCoster on Monday, August 4, 2025 at 7:16 P.M.

Members present: DeCoster, Kilgas, Schell, and Thiele.

Also present: Ald. Moore, Ald. Antoine, Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Street Superintendent VanGompel, Community Enrichment & Rec Director Vosters, Planning Director Kittel, Police Lieutenant Krueger, and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Temporary Class B License to Kaukauna Athletic Club for Wisconsin Avenue Block Party on September 20, 2025, from 8AM-11PM.

Motion by Kilgas, seconded by Thiele to approve Temporary Class B License to Kaukauna Athletic Club for Wisconsin Avenue Block Party on September 20, 2025, from 8AM-11PM.

Motion carried 3-ayes and 1-abstained (DeCoster).

b. Madhu Sudhan as Successor Agent for Kaukauna BP.

Motion by Thiele, seconded by Schell to approve Madhu Sudhan as Successor Agent for Kaukauna BP.

All members voted aye.

Motion carried.

c. Special Event Application from RiverView Middle school for Cross Country meets at Grignon Park on 9/23/25 & 9/29/25 from 3pm-6:30pm.

Motion by Kilgas, seconded by Thiele to approve Special Event Application from RiverView Middle school for Cross Country meets at Grignon Park on 9/23/25 & 9/29/25 from 3pm-6:30pm.

All members voted aye.

Motion carried.

d. Amplified Music Request from Immanuel Church for a church picnic on 9/14/25 at LaFollette Park from 8am-1pm.

Motion by Schell, seconded by Kilgas to approve Amplified Music Request from Immanuel Church for a church picnic on 9/14/25 at LaFollette Park from 8am-1pm.

All members voted aye.

Motion carried.

e. Temporary Scoreboard Replacement.

The Kaukauna Raiders approached the City requesting to temporarily replace the scoreboard at the Bayorgeon Football Field. With the proposed new middle school, they would like to take the board with them when their facility is complete. The current scoreboard is 23 years old and is having communication and clock function issues along with multiple light sockets that would need to be replaced. The Kaukauna Raiders will fund the new LED scoreboard and installation.

Motion by Thiele, seconded by Schell to approve the Street Superintendent to work with the Kaukauna Raiders on required permitting and inspections for the installation of the temporary scoreboard at the Bayorgeon Football Field. Discussion held and questions answered.

All members voted aye.

Motion carried.

3.Adjourn.

Motion by Kilgas, seconded by Thiele to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 7:26 pm.

Kayla Nessmann, Clerk

LEGISLATIVE COMMITTEE

A meeting of the Legislative Committee was called to order by Chair Moore on Monday, August 4, 2025, at 7:27 P.M.

Members present: Antoine, Moore, and Thiele.

Absent & Excused: Schumacher.

Also present: Ald. Schell, Ald. Kilgas, Ald. DeCoster, Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Street Superintendent VanGompel, Planning Director Kittel, Police Lieutenant Krueger, and interested citizens.

Motion by Thiele, seconded by Antoine, to excuse the absent member.

All members Present voted aye.

Motion carried.

1. Correspondence**2. Discussion Topics.****a. Resolution 2025-5482 Resolution Requesting the Joint Review Board to Approve an Extension for TID 5 in the City of Kaukauna, Wisconsin.**

Motion by Antoine, seconded by Thiele to approve the Resolution 2025-5482 Resolution Requesting the Joint Review Board to Approve an Extension for TID 5 in the City of Kaukauna, Wisconsin.

All members present voted aye.

Motion carried.

3. Adjourn.

Motion by Thiele, seconded by Antoine to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 7:36 p.m.

Kayla Nessmann, Clerk



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – JULY 15, 2025

Pursuant to adjournment on June 18, 2025, a meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:03 P.M. on Tuesday, July 15, 2025.

Roll call present: Antoine, DeCoster, Eggleston, Kilgas, Moore, Schell, Schumacher, and Thiele.

Also present: Mayor Penterman, Attorney Greenwood, Police Chief Graff, Dir. of Plan. and Com Dev. Kittel, HR Director Hodge (Zoom), Library Dir. Thiem-Menning (Zoom), and interested citizens.

One minute of silent prayer and the Pledge of Allegiance to the American Flag observed by the assembly.

PRESENTATION OF LETTERS, PETITIONS, REMONSTRANCES, MEMORIALS, AND ACCOUNTS

PUBLIC APPEARANCES

BUSINESS PRESENTED BY THE MAYOR

Public Hearing to consider the repeal and replacement of Ch. 17.51 of the Municipal Code of Ordinances.

Mayor Penterman declared the public hearing open and asked if anyone in the Council Chambers or via ZOOM wished to address the Council regarding the repeal and replacement of Ch. 17.51 of the Municipal Code of Ordinances.

After asking two more times if anyone wished to address the council, no one else appeared, Mayor Penterman declared the public hearing closed.

Appointment of Tim Hufschmid to Municipal Judge replacing John Proffitt until April 2026.

Motion by Moore, seconded by Kilgas to appoint Tim Hufschmid to Municipal Judge replacing John Proffitt until April 2026.

All Ald. Voted aye.

Motion carried.

Swearing in of new Municipal Judge Tim Hufschmid.

Newly appointed Municipal Judge Tim Hufschmid was sworn in by Deputy Clerk, Christina Nelson.

Swearing in of new Police Officer Benjamin Woodward.

Deputy Clerk, Christina Nelson swore in Police Officer Benjamin Woodward.

Reappointment of Carol VanBoxtel to the Library Board (3-year term).

Motion by Kilgas, seconded by Thiele to reappoint Carol VanBoxtel to the Library Board (3-year term).

All Ald. Voted aye.

Motion carried.

Reappointment of Jane Vondracek to the Library Board (3-year term).

Motion by Kilgas, seconded by Antoine to reappoint Jane Vondracek to the Library Board (3-year term).

All Ald. Voted aye.

Motion carried.

Fox Heritage Run- Donation of \$250 to the Kaukauna Parks Department- Jessica Decet.

Jessica Decet, Race Director for the Fox Heritage Run and President of Fox Family Endurance Events, recapped the past year's events. She thanked the city for its continuous support and presented the Mayor with a \$250 check. The check is a donation to the City of Kaukauna Streets and Parks Department for all their help with the events.

CONSENT AGENDA

Board of Public Works Meeting Minutes of July 14, 2025.

Finance & Personnel Committee Meeting Minutes of July 14, 2025.

Health & Recreation Committee Meeting Minutes of July 14, 2025.

Legislative Committee Meeting Minutes of July 14, 2025.

Committee of the Whole Meeting Minutes of July 7, 2025

Common Council Meeting Minutes of June 18, 2025.

Heart of the Valley Metropolitan Sewerage District Meeting Minutes of June 10, 2025.

Library Board Meeting Minutes of May 27, 2025.

Plan Commission Minutes of May 22, 2025

Grignon Mansion Board Meeting Minutes of May 19, 2025.

Grignon Mansion Board Meeting Minutes of April 28, 2025.

1000 Islands Committee Meeting Minutes of April 17, 2025.

Board of Appeals Meeting Minutes of April 16, 2025.

Board of Appeals Meeting Minutes of February 5, 2025.

Fire Report.

Ambulance Report.

Police Report.

Code Enforcement Report.

Court Report.

Clerk-Treasurer's Daily Deposit Report.**Building Inspection Report.****Bills Payable.**

Motion by Moore, seconded by Schell to adopt the consent agenda.

All Ald. Voted aye.

Motion carried.

REPORTS OF STANDING AND SPECIAL COMMITTEES**Operator (Bartender) Licenses.**

The following applicants have applied for an operator's license for the license year 2024-2026 and have been recommended for approval based on their record check by the police department:

Jill	Behm	M.	115 Lamplighter Dr.	Kaukauna
Reyce	Brehmer	D.	149 Lamplighter Dr.	Kaukauna
Laila	Cornelius	M.	601 Foerster Ave.	Kaukauna
Mark	Eiting	E.	1005 Augustine St.	Kaukauna
Jeanette	Gorzeltz	M.	304 Cherry Ln.	Little Chute
Towanda	Grady	M.	3488 Mid Valley Dr.	De Pere
Nick	Hietpas	J.	2104 Welhouse Dr.	Kaukauna
Emily	Kappus	A.	2321 Fairway Dr.	Kaukauna
Elizabeth	Karczewski	A.	135 North Washington St.	Kimberly
Matthew	McParlon	G.	820 Tarragon Dr.	Kaukauna
Kevin	Meyer	J.	W2262 Raspberry Ln.	Freedom
Shane	Noss	M.	223 Southridge Dr.	Kiel
Angela	Olson	M.	29 Rainbow Ct.	Appleton
Savannah	Schachel	J.	W5395 Michael Dr.	Hilbert
Guinevere	Smith	K.	654 Fern St.	Kaukauna
Brandon	Wagner	L.	409 Eden Ave.	Kaukauna
Kristina	Wright	M.	3157 E. Lake Park Crossing	Appleton

Motion by DeCoster, seconded by Eggleston to approve the operator/bartender licenses as listed.

All Ald. Voted aye.

Motion carried.

REPORTS OF CITY OFFICERS**Ch. 17.51 repeal and replace.**

In 2017 Wisconsin Act 243 passed which repealed Wis. Stat. § 62.23(7)(d)2m.a, which required a three-fourths vote by the governing body to approve a proposed zoning amendment when a protest petition was filed. And in 2023 Wis. Act 16 created Wis. Stat. § 66.10015(3)(a), which provides that a zoning amendment only requires approval by a simple majority of a quorum of the members-elect. These law changes have implications for Section 17.51 in the City's ordinances. Currently 17.51(4)a has language that would require a three fourths majority vote to approve a zoning amendment if 20 percent of the owners in the immediate area signed a petition in opposition.

Based on the above-mentioned law changes and guidance from the Wisconsin League of Municipalities staff is recommending updating the ordinance to remove that specific provision. As part of this change updating the fee for this process is also included to have it set by resolution from time to time. The Plan Commission has reviewed and is recommending approval of the update. Discussion was held and questions answered.

Annexation Petition Review-Parcel 030032306.

Gregory Lauer has submitted an annexation request for direct annexation of parcel 030032306. The annexation request is for a total of 16.905 acres. As it currently stands, the property would default to Residential Single-Family for zoning if the annexation is approved, which is compliant with the City's comprehensive plan. The property can be serviced with water and sewer by the City and this is one of the reasons the owners of the property are requesting to annex into the City. Discussion was held and questions answered.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Resolution 2025-5476 Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing not to exceed \$5,000,000 - Kaukauna Utilities Water Treatment System Improvement Project.

Motion by Moore, seconded by Thiele to suspend the rules and waive the reading of Resolution 2025-5476 Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing not to exceed \$5,000,000 - Kaukauna Utilities Water Treatment System Improvement Project.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt Resolution 2025-5476 Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing not to exceed \$5,000,000 - Kaukauna Utilities Water Treatment System Improvement Project.

All Ald. voted aye.

Motion carried.

Resolution 2025-5477 Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing not to exceed \$19,681,000 - Kaukauna Utilities Various Water Treatment Projects.

Motion by Moore, seconded by Schell to suspend the rules and waive the reading of Resolution 2025-5477 Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing not to exceed \$19,681,000 - Kaukauna Utilities Various Water Treatment Projects.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Eggleston to adopt Resolution 2025-5477 Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing not to exceed \$19,681,000 - Kaukauna Utilities Various Water Treatment Projects.

All Ald. voted aye.

Motion carried.

Resolution 2025-5479 Resolution Approving Fee for a Zoning Amendment.

Motion by Moore, seconded by Thiele to suspend the rules and waive the reading of Resolution 2025-5479 Resolution Approving Fee for a Zoning Amendment.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt Resolution 2025-5479 Resolution Approving Fee for a Zoning Amendment.

All Ald. voted aye.

Motion carried.

Resolution 2025-5480 Resolution Authorizing the Memorandum of Understanding (MOU) Establishing Unified Command for Fox Cities Marathon 2025.

Motion by Moore, seconded by Kilgas to suspend the rules and waive the reading of Resolution 2025-5480 Resolution Authorizing the Memorandum of Understanding (MOU) Establishing Unified Command for Fox Cities Marathon 2025.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Eggleston to adopt Resolution 2025-5480 Resolution Authorizing the Memorandum of Understanding (MOU) Establishing Unified Command for Fox Cities Marathon 2025.

All Ald. voted aye.

Motion carried.

Resolution 2025-5481 Resolution to sunset the MissionSquare Retiree Health Savings (RHS) Program.

Motion by Moore, seconded by Thiele to suspend the rules and waive the reading of Resolution 2025-5481 Resolution to sunset the MissionSquare Retiree Health Savings (RHS) Program.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2025-5481 Resolution to sunset the MissionSquare Retiree Health Savings (RHS) Program.

All Ald. voted aye.

Motion carried.

Ordinance 1932-2025 Ordinance Repealing and Replacing Section 19.30.

Motion by Moore, seconded by DeCoster to suspend the rules and waive the reading of Ordinance 1932-2025 Ordinance Repealing and Replacing Section 19.30.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Thiele to adopt Ordinance 1932-2025 Ordinance Repealing and Replacing Section 19.30.

All Ald. voted aye.

Motion carried.

Ordinance 1933-2025 Ordinance Repealing Section 1.51.

Motion by Moore, seconded by Schumacher to suspend the rules and waive the reading of Ordinance 1933-2025 Ordinance Repealing Section 1.51.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Schell to adopt Ordinance 1933-2025 Ordinance Repealing Section 1.51.

All Ald. voted aye.

Motion carried.

Ordinance 1936-2025 Ordinance to Annex 16.905 acres of land from the Town of Buchanan to the City of Kaukauna.

Motion by Moore, seconded by Schell to suspend the rules and waive the reading of Ordinance 1936-2025 Ordinance to Annex 16.905 acres of land from the Town of Buchanan to the City of Kaukauna.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by DeCoster to adopt Ordinance 1936-2025 Ordinance to Annex 16.905 acres of land from the Town of Buchanan to the City of Kaukauna.

All Ald. voted aye.

Motion carried.

Ordinance 1937-2025 Ordinance Repealing and Replacing Section 17.51.

Motion by Moore, seconded by Kilgas to suspend the rules and waive the reading of Ordinance 1937-2025 Ordinance Repealing and Replacing Section 17.51.

All Ald. voted aye.

Motion carried.

Motion by Moore, seconded by Schumacher to adopt Ordinance 1937-2025 Ordinance Repealing and Replacing Section 17.51.

All Ald. voted aye.

Motion carried.

ALDER REQUESTS FOR DISCUSSION AT THE NEXT COMMON COUNCIL MEETING

Alder Moore asked that staff look into updating the City's reimbursement for conference attendance for council members, stating it has been outdated for several years.

Alder Antoine asked for an update on The Reserve.

CLOSED SESSION

Adjourn to Closed Session Pursuant to 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved Fox Shores Apartments.

Motion by Moore, seconded by Schell to adjourn to Closed Session Pursuant to 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved Fox Shores Apartments.

All members voted aye.

Motion carried.

Moved to closed session at 7:44 PM.

Return to Open Session for possible action.

Motion by Moore, seconded by DeCoster to return to open session for possible action.

All Ald. voted aye.
Motion carried.

Returned to Open Session at 7:54 pm.

Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session- Commerce Crossing Lot 3 CSM 7631

Motion by Moore, seconded by DeCoster to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session- Commerce Crossing Lot 3 CSM 7631.

All Ald. voted aye.
Motion carried.

Moved to closed session at 7:55 PM.

Return to Open Session for possible action.

Motion by DeCoster, seconded by Thiele to return to open session for possible action.

All Ald. voted aye.
Motion carried.

Returned to Open Session at 8:30 pm.

ADJOURN

Motion by Antoine, seconded by Schell to adjourn.
All Ald. voted aye.
Motion carried.

Meeting adjourned at 8:31 p.m.

Christina Nelson, Deputy Clerk



1000 ISLANDS ENVIRONMENTAL CENTER

1000 ISLANDS COMMITTEE

City of Kaukauna
Nature Center Building
 1000 Beaulieu Court, Kaukauna



Thursday, June 19, 2025, at 6:30 PM

MINUTES

Members Present Hietpas, Manion, Van Berkel, Rumbuc, Breitzman, White, and Pautz

Not Present West, Eggleston, and Jakel

Also Present Brad Garrity and Cassandra Kohls

White called the meeting to order at 6:31 PM. A quorum was present.

Public Appearances None

April 17, 2025, Committee Meeting Minutes

Pautz recommended removing a carryover from the previous meeting minutes that stated, "Eggleston moved to approve the minutes; Breitzman seconded. The motion carried." Van Berkel suggested revising the phrase "a draft of the By-Laws updates" to read "the By-Laws and items that could be updated were highlighted." Manion moved to approve the meeting minutes with the proposed corrections, and the motion was seconded by Hietpas. Motion carried.

Financial Reports

The April Financial Report was reviewed. Pautz noted an increase in custodial supply expenditures. Garrity explained that new paper towel dispensers, which were not originally budgeted, were purchased as part of the restroom updates. He also stated that he will explore alternative custodial supply vendors to compare pricing. This budget line is expected to be increased in the 2026 budget. Breitzman moved to approve the April Financial Report, with a second by Manion. Motion carried.

The May Financial report was reviewed. Pautz moved to approve the report; seconded by Breitzman. Motion carried.

Donation Report

The April–May Donation Report was reviewed. Pautz inquired about the microscope donation, and Garrity explained that it may be used for water quality education programs. The donation included slides and eyepieces. Rumbuc asked about income from the sale of a garden bed. Garrity described the related Eagle Scout project and noted that one garden bed remains available for purchase in the gift shop.

Friends of 1000 Islands Report

Hietpas provided a summary of the Art Fair, noting that attendance was down. Sales were down at the Bake Sale, Food Stand, and other vendors compared to previous years. The number of participating art vendors was also lower. Some art vendors mentioned they may not have received

the sign-up emails, possibly due to messages being filtered into spam folders.

Garrity reported that Stone Arch Brewery felt the event was well-organized but expressed disappointment with the lower foot traffic and confirmed they will not return next year. The cooler temperatures may have also impacted attendance. On a positive note, the basket raffle performed very well.

Naturalist's Report

Garrity noted that April through May is a particularly busy time at the Nature Center. The transition of Assistant Naturalist Berge to a full-time role has been especially helpful during this period. Additionally, Intern Maddie joined the team earlier this year, providing further support.

Field trip participation has expanded beyond the local area, now drawing schools from districts such as Green Bay, Reedsville, and Oshkosh. Garrity suggested that the limited number of nature centers in the Oshkosh area may be contributing to this outreach. As teachers move to new districts, they are helping to spread awareness of the field trip opportunities available at 1000 Islands.

Pautz commented on the affordability of the trips. Garrity noted that the value justifies the travel distance for many schools. Increased media presence in the Green Bay area has also contributed to the growing interest from those districts. Garrity added that the June 14th Service Saturday event was a success, with participation from a local Scout troop.

Admin and Finance Sub-Committee

Van Berkel reported that priorities and planning were discussed during the Admin-Finance Sub-Committee meeting held earlier this evening. The Committee will provide budget guidance to staff in August and has requested a project timeline to support that process. Manion commended staff for their collaboration with the City.

Pautz inquired about the release date for the 2026 budget documents to allow time for review and recommendations. Van Berkel asked whether Garrity would have the ability to adjust the preliminary operational budget, excluding payroll-related accounts. Garrity confirmed that he would.

Van Berkel reported that the Admin-Finance Sub-Committee approved the transfer of approximately \$13,000 from the Golden Investment account to the 1000 Islands Restricted Fund, along with the closure of the Golden Investment account. Van Berkel made a motion to approve; seconded by Pautz. Motion carried.

Education Sub-Committee

Pautz provided a report noting that the Naturalist Report effectively summarized the discussion at the Sub-Committee meeting. River View Middle School will be relocating, and the group discussed how this move may impact students' ability to walk to the Nature Center. The new school site may include a school forest, which could provide opportunities for staff to deliver on-site nature programs at the new location.

Building & Grounds

Manion reported that a property walk is scheduled for Fall 2026. The Sub-Committee discussed several topics, including potential Capital Improvement Projects, the possible acquisition of Camp Winnecomac, a project wish list, and prioritization of future initiatives. Ideas included constructing an observation tower in the Upper Woods, trail and canoe launch repairs, improving trail

accessibility for strollers, and replacing the truck now that it falls under the City's fleet and replacement schedule. Manion also noted the progress staff have made in integrating with City and its benefits.

Hietpas added the discussion included the need to address erosion, hire a Forester, and conduct selective tree thinning along property lines and to manage the tree canopy. Garrity added that the shaded canopy helps suppress invasive species. Manion suggested that a consultant could assist in maintaining a healthy ecological balance. Van Berkel raised concerns about the impact of urban deer on plant life, and Manion proposed municipal deer hunting as a potential management strategy.

Hietpas reported that a landowner has a deer stand encroaching on the Hoersch property. Lot lines will need to be verified. Signage will be included on the Capital Improvement Plan (CIP).

Trail restoration and foot bridge repairs will follow the erosion project, as the landscape will change due to construction. A switchback on the Valley Trail in the Upper Woods was discussed to improve accessibility, with Manion citing Mosquito Hill as a model. Garrity noted that the new stairs to the Upper Woods could benefit from a railing.

Hietpas suggested adding a perimeter trail around Island 3, and Garrity asked whether Ahlstrom Thilmany Mill could assist with the project. Signage was recommended to be added to identify Island 3 as part of the 1000 Islands Conservancy Zone.

Old Business

None

New Business

None

Good for the Center

Garrity reported that April through May was an especially busy period, with all staff contributing to support operations. Ten benches were ordered for the Boardwalk—three funded through trail funds and the remaining seven purchased by visitors as memorial donations. The benches are expected to arrive by the end of July. White also noted that staff members Berge and Gonnering assisted in protecting a snapping turtle found on the property.

Next Committee Meeting

The next Committee Meeting will be on July 17, 2025, at 6:30 PM in the Nature Center building.

Adjournment

There being no further business, Pautz moved to adjourn the June 19, 2025, Committee Meeting at 7:52 PM. Seconded by Breitzman. Motion Carried.

Cassandra Kohls, Administrative Assistant

**Redevelopment Authority of the City of
Kaukauna**

City of Kaukauna

Council Chambers

Municipal Services Building

144 W. Second Street, Kaukauna



Tuesday, May 20, 2025 at 9:00 AM

Minutes

In-Person in Common Council Chambers, City of Kaukauna

Chairman Moore called the meeting to order at 9:00 a.m.

1. Roll Call

Members Present: Karl Kilgas, Leon Vanevenhoven, John Moore, Nicci Sprangers, Heather Hayes, Julie Schroeder

Member(s) Absent: Quinn Lenz

Other(s) Present: Director Kittel, Associate Planner Nelson

Kilgas made a motion to excuse the absent members. Seconded by Vanevenhoven. The motion passed unanimously.

2. Approval of Minutes

a. Approve Minutes from March 25, 2025

Kilgas made a motion to approve the minutes from March 25, 2025. Seconded by Sprangers. The motion passed unanimously.

3. Old Business

None

4. New Business

a. Certificate of Appropriateness – 124 W Wisconsin Avenue

Director Kittel introduced the Certificate of Appropriateness for 124 W Wisconsin. The materials to be used is aluminum siding and wainscoting. The existing façade is a vinyl siding with a thin brick below the display windows. The new owner is willing to use brick in the same area that the existing thin brick is if RACK would prefer. Wainscoting is a classic historic feature that can be seen on other buildings in the downtown area such as on 112 W Wisconsin and having a variety of looks in the downtown area is also an item worth discussing. Kilgas asked if the trim would also be black, Kittel responded that currently it would be. A few RACK members asked for some examples of the wainscoting in the downtown area, Director Kittel showed a google street view of a few properties

that have wainscoting. The option of wainscoting was liked for adding variety to the downtown although masonry is preferred. Hayes stated the variation would be nice but adding a contrast color to offset the wainscoting would be preferred.

Vanevenhoven made a motion to approve the Certificate of Appropriateness with masonry or with Wainscoting with color coordination to be approved by staff. Seconded by Hayes. The motion passed unanimously.

5. Closed Session

- a. Adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds – Revolving Loan Fund Application for 120 E Second Street

Kilgas made a motion to adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds – Revolving Loan Fund Application for 120 E Second Street. Seconded by Sprangers. The motion passed unanimously.

Closed Session entered at 9:18 a.m.

- b. Return to Open Session for Possible Action

Kilgas made a motion to return to open session. Seconded by Schroeder. The motion passed unanimously.

Open Session entered at 9:36 a.m.

Schroeder made a motion to have staff work with the applicant regarding a revolving loan application for approximately \$30,000.00, to draw up documentation, and to come back before RACK for final approval. Seconded by Hayes. Motion passed unanimously.

- c. Adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds – Renew Kaukauna Application for 120 E Second Street

Kilgas made a motion to adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds – Renew Kaukauna Application for 120 E Second Street. Seconded by Schroeder. The motion passed unanimously.

Closed Session entered at 9:37 a.m.

- d. Return to Open Session for Possible Action

Kilgas made a motion to return to open session. Seconded by Hayes. The motion passed unanimously.

Open Session entered at 9:47 a.m.

Hayes made a motion to direct staff to work with the applicant on the Renew Kaukauna interior forgivable loan application in the amount of \$15,000.00 with the condition that they open an entertainment or retail business within one year of receiving the loan and to come back before RACK for final approval. Seconded by Kilgas. Motion passed unanimously.

- e. Adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds – Renew Kaukauna Application for 124 W Wisconsin Avenue

Kilgas made a motion to adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds – Renew Kaukauna Application for 124 W Wisconsin Avenue. Seconded by Schroeder. The motion passed unanimously.

Closed Session entered at 9:48 a.m.

- f. Return to Open Session for Possible Action

Sprangers made a motion to return to open session. Seconded by Vanevenhoven. The motion passed unanimously.

Open Session entered at 10:02 a.m.

Kilgas made a motion to direct staff to work with the applicant on the Renew Kaukauna interior and exterior loan application and to come back before RACK for final approval. Seconded by Schroder. Motion passed unanimously.

6. Other Business

None

7. Adjourn

Kilgas made a motion to adjourn. Seconded by Vanevenhoven. Motion passed unanimously. Adjourned at 10:04 a.m.

City - Bills Payable

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
125081	157205	7/3/2025		Parks MSV #126	A T F Tires & Service Center Inc.	33.31
125081	157757	7/3/2025		#82 Tire Switch	A T F Tires & Service Center Inc.	106.16
125081	157656	7/3/2025		Mower #126	A T F Tires & Service Center Inc.	78.30
125081	157448	7/3/2025		Paint Trailer #304	A T F Tires & Service Center Inc.	213.98
125081	157480	7/3/2025		Service Truck #4	A T F Tires & Service Center Inc.	33.31
125082	063025	7/3/2025		Conference Meal Reimbursement	Adam VanderHyden	24.24
125083	02-40834	7/3/2025		Monthly Contract Janitorial Services for the month of the invoice date Per contract effective 01/19/2024	Advanced Maintenance Solutions	2,277.40
125083	02-40991	7/3/2025		General Janitorial Services provided Monday through Friday at the Municipal Services Building and Police Department Services will be provided per the Scope of Work provided with the original work order JUNE 2025 - 2nd half of the month	Advanced Maintenance Solutions	1,303.92
125083	02-40758	7/3/2025		Monthly Janitorial Services for the month of the invoice date - First Half 1000 Islands Environmental Center 1000 Beaulieu Ct Kaukauna , WI 54130	Advanced Maintenance Solutions	429.98
125084	25-0273	7/3/2025		Bullet Proof Vest	Advantage Police Supply Inc.	443.00
125085	41370	7/3/2025		Security Deposit Refund	Alexandrea Conger	200.00
125086	25846	7/3/2025		Monthly Managed Service Agreement	Amplitel Technologies LLC	13,030.00
125087	821241	7/3/2025		Dreamville Kaukauna Matter	Amundsen Davis, LLC	2,318.50
125088	063025	7/3/2025		June 2025 - Mileage	Anthony Penterman	39.90
125089	M15488-1	7/3/2025		New Equipment #21 Loader/New Snow Plow	Aring Equipment Co. Inc	59,767.00
125090	287325100391X06202025	7/3/2025		Wireless Charges, Wireless Charges, Wireless Charges, Wireless Charges	AT&T Mobility	206.33
125091	061020077	7/3/2025		Sewer Truck #6	Automotive Supply Co	72.39
125091	061019150	7/3/2025		Park Hill Mower	Automotive Supply Co	55.47
125091	061018492	7/3/2025		Sewer Inspection Truck #6	Automotive Supply Co	49.52
125091	061019227	7/3/2025		Refuse Truck #225	Automotive Supply Co	61.00
125091	061018797	7/3/2025		Parks MSV #104	Automotive Supply Co	274.68
125091	061019115	7/3/2025		Street Sweeper #26	Automotive Supply Co	209.17
125091	061019064	7/3/2025		Parks Truck #10	Automotive Supply Co	18.82
125091	061019870	7/3/2025		Refuse Truck #227	Automotive Supply Co	32.60
125091	061018798	7/3/2025		Parks MSV #104	Automotive Supply Co	80.34
125092	43819	7/3/2025		Refund Pool Rental - Weather Cancellation	Barney Kempf	400.00
125093	89595	7/3/2025		#80 Seat Belt	Bergstrom CDJR Fiat of Kaukauna	108.00
125094	063025	7/3/2025		Restitution from N. Gast - Citation 5M80MXQZT5	Blackhawk Chief Tobacco	60.00
125095	116202	7/3/2025		Weeding - First Visit	Bob & Dave's Lawn & Landscaping	2,164.04
125096	IG59235	7/3/2025		Park Tractor #108	Bobcat Plus Inc	620.94
125097	43821	7/3/2025		Security Deposit Refund	Bonnie VerVoort	200.00
125098	062225	7/3/2025		Water Purchase for Pool Concessions	Brian Sanderfoot	24.85
125099	D33612	7/3/2025		Street Sweeper #26	Brooks Tractor Inc.	99.17

Check #	Bills Paid	Date	Class Line Description	Addressee	A m o u n t Paid
125099	391890	7/3/2025	Bucket Loader/Back Hoe #23	Brooks Tractor Inc.	236.25
125100	328116425089771	7/3/2025	Street Shop Maint. Supplies	C a p i t a l O n e Commercial	33.17
125101	4 060925	7/3/2025	Project 2-24 Payment #4	Carl Bowers & Sons Construction Co, Inc	131,373.83
125102	20254230	7/3/2025	Consultation	Carrico Aquatic Resources	431.00
125103	279803	7/3/2025	Cleaning Supplies for New Ladder Truck	Carstens Ace Hardware	145.75
125103	279639	7/3/2025	Pool Building Maint. Supplies	Carstens Ace Hardware	48.15
125103	279372	7/3/2025	Building Maint Supplies	Carstens Ace Hardware	45.78
125103	279478	7/3/2025	Furnace Air Filters	Carstens Ace Hardware	44.06
125103	279812	7/3/2025	Plug for #2141	Carstens Ace Hardware	4.49
125103	279199	7/3/2025	Blackstone Supplies	Carstens Ace Hardware	197.49
125103	279688	7/3/2025	Pool Building Maint. Supplies	Carstens Ace Hardware	25.87
125103	277066	7/3/2025	Screws	Carstens Ace Hardware	26.99
125103	280119	7/3/2025	General Supplies	Carstens Ace Hardware	26.04
125103	279826	7/3/2025	Maint. Supplies	Carstens Ace Hardware	71.43
125103	279231	7/3/2025	Blackstone Supplies	Carstens Ace Hardware	13.48
125103	279383	7/3/2025	Air Freshener	Carstens Ace Hardware	8.98
125103	279544	7/3/2025	Wedge Handle & Bar/Chain Oil	Carstens Ace Hardware	19.78
125103	279975	7/3/2025	Spray Nozzle for Hose	Carstens Ace Hardware	13.49
125103	279808	7/3/2025	Charging Plug	Carstens Ace Hardware	6.29
125103	276917	7/3/2025	Deck Screws	Carstens Ace Hardware	26.99
125103	280040	7/3/2025	Apparatus Plug - Ext. Parts	Carstens Ace Hardware	73.31
125104	849567	7/3/2025	Cell Phone - IT, Cell Phone - City Attorney, Cell Phone - Grignon Mansion, Cell Phone - PD, Cell Phone - Planning, Cell Phone - Inspection, Cell Phone - FD, Cell Phone - FD, Cell Phone - Engineering, Cell Phone - HR	Cellcom	2,090.61
125105	063025	7/3/2025	Grand Chute Town Hall - Pick Up Voting Equipment After Being Cleaned	Christina Nelson	15.40
125105	061925	7/3/2025	Mileage to Grand Chute to Drop Off Voting Equipment to be Cleaned	Christina Nelson	15.40
125106	4234681145	7/3/2025	Mats	Cintas Corp.	254.55
125106	4234681142	7/3/2025	Mats	Cintas Corp.	195.04
125107	4240	7/3/2025	Pre-Employment Screening - Fire	Craig D. Childs, PhD, SC	1,575.00
125107	4258	7/3/2025	Pre-Employment Screening	Craig D. Childs, PhD, SC	525.00
125108	E3-250577614	7/3/2025	Harlan/Shop	Cummins Sales & Service	785.00
125109	53282	7/3/2025	Meg Car Transmission	DC Auto Repair, LLC	8,742.85
125109	53256	7/3/2025	#83 Oil	DC Auto Repair, LLC	53.91
125109	53275	7/3/2025	#85 Oil	DC Auto Repair, LLC	67.94
125109	53273	7/3/2025	#80 Rack & Pinion Issue	DC Auto Repair, LLC	2,247.80
125110	17038	7/3/2025	Portable/Dog Park	Dean Enterprises, LLC	132.50
125111	062525	7/3/2025	Safety Shoe Reimbursement - 2025	Dean Meyer	84.39
125112	250 5 62001	7/3/2025	Locates - May	Diggers Hotline Inc.	1,020.30
125113	337058	7/3/2025	Refuse Tags - Less Sales Tax	Eagle Graphics LLC	455.00
125113	334915	7/3/2025	ECRJ 2025 Koozies	Eagle Graphics LLC	273.62
125113	334919	7/3/2025	ECRJ 2025 Caps	Eagle Graphics LLC	887.50
125113	338152	7/3/2025	Clothing - New Hires - Less Sales Tax	Eagle Graphics LLC	130.80

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
125114	18060	7/3/2025		Updated Signage	Eagle Sign & Design LLC	5,135.00
125115	41326	7/3/2025		Activity Cancellation	Emily Morehart	140.00
125116	227249	7/3/2025		HR Desk - Standing Desk	Emmons Business Interiors	1,893.95
125117	1 060925	7/3/2025		Project 12-24 Payment #1	Feaker & Sons Inc.	64,105.43
125118	BE278143a	7/3/2025		Publishing - Street Patch	Finger Publishing, Inc.	70.42
125118	BE279339a	7/3/2025		Publication Fee for Council Minutes	Finger Publishing, Inc.	603.61
125119	INV112808	7/3/2025		Library Materials	FlutterBee Education Group	2,614.61
125120	CI017553	7/3/2025		Dept. Head Change Management Training	Fox Valley Technical College	1,085.00
125121	554870	7/3/2025		Beer - ECRJ 2025	General Beer Dist-NE	4,660.78
125121	545190	7/3/2025		June 11th Concert	General Beer Dist-NE	992.63
125122	U30000188651	7/3/2025		Recycling - June	GFL Green For Life Environmental	738.91
125123	070225	7/3/2025		Safety Shoe Reimbursement - 2025	Grady Nettekoven	125.00
125124	47509857023	7/3/2025		Concessions	Great Lakes Coca-Cola Distribution	728.46
125125	2061	7/3/2025		Guard Rail - Less Tax	Green Bay Highway Products LLC	615.12
125126	10496	7/3/2025		Concessions	Haen Meat Packing	277.94
125126	10489	7/3/2025		Hot Dogs	Haen Meat Packing	119.85
125126	10480	7/3/2025		Concessions	Haen Meat Packing	3,160.26
125127	15062	7/3/2025		Shop Building Supplies, SPaR/Building Maint.	Haenco LLC	50.44
125128	070225	7/3/2025		Performer Fee - ECRJ 2025	Hillary Reynolds	1,500.00
125129	652323	7/3/2025		Pizza	Holiday Wholesale, Inc.	730.40
125129	2057778	7/3/2025		Concession Products	Holiday Wholesale, Inc.	265.40
125129	2056526	7/3/2025		Concession Products	Holiday Wholesale, Inc.	265.40
125130	063025	7/3/2025		Travel & Parking - Conference	Inge Murphy	44.04
125131	87837503	7/3/2025		Books	Ingram	48.34
125131	88804130	7/3/2025		Books	Ingram	36.42
125131	88660624	7/3/2025		Books	Ingram	8.64
125131	88804132	7/3/2025		Books	Ingram	14.76
125131	88743286	7/3/2025		Books	Ingram	15.38
125131	88804128	7/3/2025		Books	Ingram	33.37
125131	88660625	7/3/2025		Books	Ingram	12.20
125131	88743280	7/3/2025		Books	Ingram	16.83
125131	88660623	7/3/2025		Books	Ingram	17.86
125131	88804131	7/3/2025		Books	Ingram	9.00
125131	88743282	7/3/2025		Books	Ingram	11.92
125131	88743283	7/3/2025		Books	Ingram	13.35
125131	88660631	7/3/2025		Books	Ingram	23.23
125131	88743281	7/3/2025		Books	Ingram	18.85
125131	88743278	7/3/2025		Books	Ingram	33.75
125131	88743279	7/3/2025		Books	Ingram	34.47
125131	88660626	7/3/2025		Books	Ingram	10.80
125131	88743288	7/3/2025		Books	Ingram	12.26
125131	88660622	7/3/2025		Books	Ingram	17.86
125131	88660628	7/3/2025		Books	Ingram	9.01

Check #	Bills Paid	Date	Class Line Description	Addressee	A m o u n t Paid
125131	88743284	7/3/2025	Books	Ingram	11.14
125131	88660630	7/3/2025	Books	Ingram	11.22
125131	88660621	7/3/2025	Books	Ingram	17.72
125131	88804129	7/3/2025	Books	Ingram	19.51
125131	88743287	7/3/2025	Books	Ingram	22.38
125131	88660629	7/3/2025	Books	Ingram	11.60
125131	88660627	7/3/2025	Books	Ingram	18.05
125131	88743285	7/3/2025	Books	Ingram	18.82
125132	070225	7/3/2025	Safety Shoe Reimbursement - 2025	Jim Hungerford	115.00
125133	80828977	7/3/2025	Parks MSV #104	K. R. West Company Inc	32.43
125134	062325	7/3/2025	Chips, String Cheese, Skittles	Kaukauna Hoops Club	105.00
125135	063025	7/3/2025	Mileage - June 2025	Kayla Nessmann	49.70
125136	071625	7/3/2025	Spider Spraying of MSB & PD	Kenneth Reigel	425.00
125137	IN261664	7/3/2025	Vest Carrier Supplies	Kiesler Police Supply	769.11
125138	9697	7/3/2025	Monthly Lawn & Landscape Maintenance - July	Killian's Lawnscape, Inc.	250.00
125139	46262	7/3/2025	Fuel Pumps #604	Klink Hydraulics, LLC	428.25
125139	46239	7/3/2025	Refuse Truck #229	Klink Hydraulics, LLC	104.67
125139	46525	7/3/2025	Parks MSV #104	Klink Hydraulics, LLC	76.70
125139	46672	7/3/2025	Sewer Vac Truck #211	Klink Hydraulics, LLC	60.60
125139	46483	7/3/2025	Sewer Vac	Klink Hydraulics, LLC	329.83
125139	46500	7/3/2025	Refuse #224	Klink Hydraulics, LLC	561.06
125140	070225	7/3/2025	Performer Fee - ECRJ 2025	Koch Marshall Productions	6,000.00
125141	063025	7/3/2025	Restitution from J. McNeal - Citation 5M81C5S2B8	Kwik Trip, Inc.	36.95
125143	060925	7/3/2025	Spring/Summer Zumba	Lilia Villar	360.00
125144	50431823	7/3/2025	Oxygen Rental	Linde Gas & Equipment Inc.	69.12
125145	288960	7/3/2025	Scoreboards	Little Chute Ace Hardware	14.59
125146	070325	7/3/2025	\$50 Reimbursement Due - FD Clothing Allowance Increased to \$500 for 2025	Lonny Ziemer	50.00
125147	070125	7/3/2025	Safety Shoe Reimbursement - 2025	Marcus Onkels	97.05
125148	41849	7/3/2025	Refund Park Shelter - Cancellation	Mat Stanley	50.00
125149	00938837	7/3/2025	Project 12-23 - Bid/Constr Services	McMahon Associates Inc	1,500.00
125149	00938874	7/3/2025	Company Woods Pond Insp	McMahon Associates Inc	262.50
125149	00400962	7/3/2025	Professional Services 5/4 - 5/31/25	McMahon Associates Inc	322.40
125150	237979	7/3/2025	Harlan - Shop	MGD Industrial Corp	623.95
125151	U042B428	7/3/2025	Propane	Milton Propane	139.25
125152	INV-315414	7/3/2025	Concessions	Modern Dairy	728.52
125152	INV-315261	7/3/2025	Concessions	Modern Dairy	498.06
125152	INV-315237	7/3/2025	Concessions	Modern Dairy	588.06
125152	INV-315265	7/3/2025	Concessions	Modern Dairy	3,063.91
125152	INV-315114	7/3/2025	Concessions	Modern Dairy	28.20
125152	INV-315260	7/3/2025	Concessions	Modern Dairy	231.40
125152	INV-315315	7/3/2025	Concessions	Modern Dairy	321.21

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
125153	25-199781	7/3/2025		Tow Garbage Truck #225	Nolte's Service & 24 HR Towing LLC	333.65
125154	K223893	7/3/2025		Street Sweeper #26	Northcentral Utility of Wisconsin, LLC	275.57
125154	K223894	7/3/2025		Disc Brake Pad	Northcentral Utility of Wisconsin, LLC	165.00
125154	K223440	7/3/2025		Refuse Truck #229	Northcentral Utility of Wisconsin, LLC	105.07
125155	197483	7/3/2025		Air Compressor	Oshkosh Fire & Police Equipment	376.00
125155	197525	7/3/2025		Compressor Maint.	Oshkosh Fire & Police Equipment	636.74
125155	197521	7/3/2025		Facepiece with Radio	Oshkosh Fire & Police Equipment	4,650.00
125156	063025	7/3/2025		County Court Share - June 2025	Outagamie County Treasurer	450.00
125157	861244	7/3/2025		Meg Car Gas	Patrick O'Kane	15.02
125158	M139359.01	7/3/2025		Medical Supplies	Penn Care, Inc.	42.28
125159	070225	7/3/2025		Spring Goat Supplies	Penni Pautz	156.89
125160	2252917	7/3/2025		Street Maint.	Peters Concrete Company	167.00
125161	43820	7/3/2025		Security Deposit Refund	Phillip Brumfield	200.00
125162	502643	7/3/2025		Library Materials	Playaway Products LLC	273.55
125163	10803	7/3/2025		Interior & Exterior Window Cleaning of MSB	Proshine Window Cleaning LLC	2,718.00
125164	X104030082:01	7/3/2025		Refuse Truck #225	Quality Truck Care Center	461.72
125164	X104030243:01	7/3/2025		Refuse Truck #225	Quality Truck Care Center	195.71
125165	2025-75620	7/3/2025		Refuse Truck #227	R.N.O.W., Inc.	3,612.26
125166	2734781-00	7/3/2025		Athletic Field/Marking Chalk	Reinders Inc.	405.65
125166	2734873-00	7/3/2025		Straw/Parks	Reinders Inc.	33.44
125167	1180	7/3/2025		Commercial Inspections	RG Inspections LLC	4,692.25
125168	9102861	7/3/2025		Parks Gator UTV #118	Riesterer & Schnell Inc	279.71
125169	070125	7/3/2025		CDL Reimbursement	Riley Brochtrup	68.34
125170	070225	7/3/2025		Returned Book	Sarah Monfils	24.95
125171	676883012913SFL	7/3/2025		Recording Fee with Outagamie County - Annexation	Simplifile, LC	30.25
125172	21237	7/3/2025		Fassbender Park	Skid & Pallet Service	87.00
125173	063025	7/3/2025		State Court Share - June 2025	State of Wisconsin	1,908.35
125174	9208964723	7/3/2025		Patient Cable	Stryker Sales Corporation	266.05
125175	070225	7/3/2025		ECRJ 2025 Vendor	TAQ Brewing LLC	3,785.25
125176	4995-8	7/3/2025		Street Painter #51	The Sherwin Williams Co.	259.29
125176	4169-0	7/3/2025		Street Painter #51	The Sherwin Williams Co.	461.00
125177	9194	7/3/2025		Clothing	The Uniform Shoppe of Green Bay, Inc.	109.90
125178	468324	7/3/2025		Refuse #229	Triumph Tires Inc	1,000.00
125179	X202844262:01	7/3/2025		Refuse Truck #229	Truck Country Of Wisconsin	779.16
125180	194261982	7/3/2025		Smooth Bollard Sleeve - Blue	Uline	262.18
125181	6160358953	7/3/2025		Coverall/Mat Service	VESTIS	86.51

Check #	Bills Paid	Date	Class Line Description	Addressee	A m o u n t Paid
125181	6160361120	7/3/2025	Coverall/Mat Service	VESTIS	86.51
125182	5-Final 061925	7/3/2025	Final Payment #5 for Project 1-22 to Close Out	Vinton Construction Co.	11,127.59
125183	051225	7/3/2025	Waupaca Billed Book - Firefighter by D. Bradley	Waupaca Library	21.00
125184	070125	7/3/2025	Safety Shoe Reimbursement - 2025	Wesley Hietpas	89.68
125185	O 017954	7/3/2025	Harlan - Oil	West Bend Elevator	1,890.00
125186	063025	7/3/2025	Summit - Parking & Mileage	William VanRossum	17.90
125187	2025-02	7/3/2025	Arch Study for Grignon Park Development	W i s c o n s i n A r c h a e o l o g i c a l Consultants LLC	18,000.00
00000422/1	INV06424514	7/7/2025	Payroll Software, HRIS Software	Paycor, Inc.	3,863.10
00000422/2	070325	7/7/2025	07/03/25 Payroll, 07/03/25 Payroll	M i s s i o n S q u a r e Retirement	21,582.76
00000423/1	AE4XC1Q	7/7/2025	New Printer for Pool, New Printer for Pool	CDW Government	741.08
00000423/2	1257804	7/7/2025	Gas (\$2.97/Gallon)	Garrow Oil Corp.	24,620.79
00000423/3	501802-002025-06-30	7/7/2025	Tower Dr Sewer Lift	Kaukauna Utilities	1,902.36
00000423/3	310903-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	18,573.64
00000423/3	550060-012025-06-25	7/7/2025	Cty Rd J Emergency Siren	Kaukauna Utilities	19.83
00000423/3	500248-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	27.50
00000423/3	380721-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	50.98
00000423/3	403066-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	87.69
00000423/3	7777	7/7/2025	Restitution from T. Verhagen - Citation5M81C884JK	Kaukauna Utilities	295.32
00000423/3	500312-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	17.60
00000423/3	332585-012025-06-25	7/7/2025	LaFollette Park Emergency Siren	Kaukauna Utilities	18.27
00000423/3	500340-012025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	26.59
00000423/3	403065-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	201.07
00000423/3	410785-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	20.72
00000423/3	452204-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	35.68
00000423/3	350376-002025-06-25	7/7/2025	10th St Lift Station	Kaukauna Utilities	43.49
00000423/3	551035-002025-06-25	7/7/2025	Cty Rd J Sewer Lift Station	Kaukauna Utilities	71.69
00000423/3	454115-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	130.02
00000423/3	500341-012025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	164.47
00000423/3	500364-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	413.25
00000423/3	500380-002025-06-25	7/7/2025	Augustine St Sewer Lift	Kaukauna Utilities	785.41
00000423/3	452921-002025-06-25	7/7/2025	Lehrer Landfil Leachate	Kaukauna Utilities	16.48
00000423/3	421955-052025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	26.54
00000423/3	500342-012025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	27.46
00000423/3	500249-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	28.21
00000423/3	403061-012025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	339.09
00000423/3	332580-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	247.32
00000423/3	500114-012025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	1,185.50
00000423/3	403062-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	253.00
00000423/3	452210-002025-06-25	7/7/2025	Cty Rd CE Lift Pump	Kaukauna Utilities	209.59
00000423/3	063025	7/7/2025	Restitution from N. Siwek - Citation BK920138-2	Kaukauna Utilities	913.40
00000423/3	452198-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	27.53
00000423/3	331391-022025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	154.44
00000423/3	403075-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	69.18
00000423/3	391620-022025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	48.19
00000423/3	390980-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	35.52
00000423/3	460192-002025-06-25	7/7/2025	Water, Sewer, & Electric	Kaukauna Utilities	10.66

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000423/3	441511-002025-06-25	7/7/2025		Water, Sewer, & Electric	Kaukauna Utilities	15.93
00000423/3	312212-002025-06-25	7/7/2025		Water, Sewer, & Electric	Kaukauna Utilities	42.20
00000423/3	490122-002025-06-25	7/7/2025		Water, Sewer, & Electric	Kaukauna Utilities	314.35
00000423/3	500890-002025-06-25	7/7/2025		Sherry Ln Sewer Lift	Kaukauna Utilities	374.77
00000423/3	310902-002025-06-25	7/7/2025		Water, Sewer, & Electric	Kaukauna Utilities	15.72
00000423/3	352197-002025-06-25	7/7/2025		Bel Air Lift Station	Kaukauna Utilities	25.31
00000423/3	311674-002025-06-25	7/7/2025		Water, Sewer, & Electric	Kaukauna Utilities	33.33
00000423/4	DBS45415841	7/7/2025		07/03/25 Payroll, 07/03/25	Diversified Benefit Services, Inc (DBS) (ACH)	7,976.72
00000423/5	IAFF45415841	7/7/2025		07/03/25 Payroll	Fire Association Local 1594	711.68
00000423/6	KPPA45415841	7/7/2025		07/03/25 Payroll	Police Association	696.00
00000423/7	PEL45415841	7/7/2025		07/03/25 Payroll	Pelion Benefits, Inc (SSA)	5,658.63
125188	25772	7/8/2025		New Phone & Monitor Install	Amplitel Technologies LLC	170.00
125188	25807	7/8/2025		New PC Install - Patrick O'Kane	Amplitel Technologies LLC	300.00
125188	25812	7/8/2025		Pool Printer Install	Amplitel Technologies LLC	555.00
125189	279938	7/8/2025		Misc Supplies	Carstens Ace Hardware	14.10
125189	279768	7/8/2025		Maint. Supplies	Carstens Ace Hardware	28.75
125190	070325	7/8/2025		Safety Shoe Reimbursement - 2025	Charles Rasmussen	121.33
125191	47908	7/8/2025		Security Deposit Refund	Christine Senger	200.00
125192	070825	7/8/2025		K9 Donations	Community Foundation - Kaukauna K-9 Fund	180.00
125192	063025	7/8/2025		K9 Donations	Community Foundation - Kaukauna K-9 Fund	20.00
125193	910947	7/8/2025		Toner	Complete Office of Wisconsin	39.53
125194	4271	7/8/2025		Pre-employment Screening - FD	Craig D. Childs, PhD, SC	525.00
125195	447565	7/8/2025		HRA - July	Diversified Benefit Services, Inc.	725.85
125196	BE284272	7/8/2025		Project 3-25 Alley Assessment PH	Finger Publishing, Inc.	53.14
125196	BE285706	7/8/2025		Project 3-25 Alley Assessment PH	Finger Publishing, Inc.	41.97
125197	55761	7/8/2025		Bathroom Supplies	Fox Specialty Company LLC	101.80
125198	47622429025	7/8/2025		Concessions Drinks	Great Lakes Coca-Cola Distribution	1,298.52
125199	10585	7/8/2025		Concessions	Haen Meat Packing	252.21
125200	063025	7/8/2025		New Connections - June	Heart of the Valley Metropolitan - New Connections	17,072.00
125201	070725	7/8/2025		Wastewater Treatment - June	Heart of the Valley Metropolitan Sewerage District	150,858.30
125202	1439	7/8/2025		Purchase of Benches for Bench Donations	HMF Innovations	9,832.00
125203	88828937	7/8/2025		Books	Ingram	19.49
125203	88828943	7/8/2025		Books	Ingram	11.22
125203	88828944	7/8/2025		Books	Ingram	13.04
125203	88828939	7/8/2025		Books	Ingram	7.38

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
125203	88828936	7/8/2025		Books	Ingram	13.62
125203	88828935	7/8/2025		Books	Ingram	52.19
125203	88828941	7/8/2025		Books	Ingram	10.77
125203	88828938	7/8/2025		Books	Ingram	23.26
125203	88828940	7/8/2025		Books	Ingram	23.29
125203	88828942	7/8/2025		Books	Ingram	16.93
125203	87837502a	7/8/2025		Books	Ingram	73.30
125204	070225	7/8/2025		Fuel - June	Kwik Trip, Inc.	261.83
125205	INV-315365	7/8/2025		Concessions	Modern Dairy	1,020.89
125205	INV-315447	7/8/2025		Concessions	Modern Dairy	401.95
125205	INV-315383	7/8/2025		Concessions	Modern Dairy	1,343.61
125206	37736	7/8/2025		Refuse Disposal - May	Outagamie County Treasurer	32,102.40
125207	062925	7/8/2025		Postage	Quadient Finance USA, Inc.	1,053.85
125208	2734624-00	7/8/2025		Parks/Planting	Reinders Inc.	53.75
125209	17623	7/8/2025		Second Street Alley Project	Schmalz Custom Landscaping	494.10
125210	486843	7/8/2025		Project 6-25 - Construction Services	Short Elliott Hendrickson, Inc	2,004.00
125211	I802703	7/8/2025		Ped Crossing Solar Signs - Pool	Tapco	10,055.31
125212	0659188-IN	7/8/2025		Parks MSV #104 - Less Sales Tax	Transport Refrigeration, Inc.	434.70
125213	5531806875	7/8/2025		June Gas Service	We Energies	714.78
125213	5532764903	7/8/2025		June Gas Service	We Energies	81.40
125213	5532202702	7/8/2025		June Gas Service	We Energies	9.90
125213	5532245972	7/8/2025		June Gas Service	We Energies	10.45
125213	5532994247	7/8/2025		June Gas Service	We Energies	10.78
125213	5532342772	7/8/2025		Gas Service - June	We Energies	26.91
125213	5535211606	7/8/2025		June Gas Service	We Energies	137.47
125214	395-0000396954	7/8/2025		WisDOT Bridges - I41 Local Costs	Wisconsin Dept of Transportation	0.07
125214	395-0000396959	7/8/2025		WisDOT Bridges - I41 Local Costs - Rosehill	Wisconsin Dept of Transportation	215.45
00000424/1	WS2GPC012610394	7/10/2025		August Health Ins.	Wisconsin Employee Trust Funds (ETF)	419,284.46
00000425/1	AE69D6G	7/10/2025		New Computers for PD, New Computers for PD	CDW Government	4,193.40
00000425/2	070125	7/10/2025		Rent - July, Maintenance - July	Grand Kakalin LLC	21,176.00
00000425/3	INUS5850	7/10/2025		Consulting Services - June	Fast Four USA Inc.	125.00
00000425/4	1321	7/10/2025		Consulting Services for NSPB Implementation	Exprtly Corporation	9,000.00
Total						1,186,828.39

The following applicants have applied for an operator's license for the license year **2024-2026** and have been recommended for approval based on their record check by the police department:

Amber	Ferron	L.	207 Percy Ave.	Oconto
Chelsea	Fraley	R.	400 N Richmond St.	Appleton
Jamie	Halsey	L.	100 1/2 Island St.	Kaukauna
Kahlan	Hunt	C.	1015 N Oneida St.	Appleton
Logan	Kasten	J.	876 Gertrude St.	Kaukauna
Natasha	Kelnhofner	E.	813 Oviatt St.	Kaukauna
Erin	Mostek	E.	227 Achievement Dr.	Brillion
Cindy	Riehl	J.	N2965 State Hwy. 47	Appleton

The following applicant has applied for an operator's license for the license year **2024-2026** and have been recommended for **denial** based on their record check by the police department:

Michael	Quesada	E.	215 1/2 Wisconsin Ave.	Kaukauna
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MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
From: Dave Kittel, Director of Planning and Community Development
Date: 7/29/2025
Re: Natural Yard Ordinance

Background information:

During the strategic planning process the creation of a prairie and native planting ordinance was set as a tactic for creating a community of choice. This also aligns with part of the foundation of the strategic plan of sustainability and was a item that was mentioned by many respondents on the park survey recently conducted. A natural yard means something different to everyone, what staff is proposing is a planned landscaping area that is encouraged to be composed of native plants. A policy would be created for the City to specifically look at areas for prairie and native plantings on City owned property(a rough template included in packet). The benefits of these types of planting are numerous from providing habitat for birds, pollinators and other wildlife to help with drainage, runoff and erosion control. Pursuing more areas planted in this manor on City owned property would add natural beauty, benefit pollinators and reduce maintenance costs over the long term from mowing. For more information on the benefits see the below resources:

From WI DNR:

For info on native plantings and general benefits as well as a webinar on the topic use the below link:

<https://dnr.wisconsin.gov/topic/endangeredresources/nativeplants#:~:text=Garden%20Tour%20Videos&text=Take%20a%20garden%20tour%20with,your%20yard%20for%20Wisconsin%20wildlife>.

For an article on the benefits of native landscaping for wildlife use the below link:

[Help Wildlife By Planting Native Landscaping | Wisconsin DNR](#)

From The Wild Ones:

For a draft ordinance and general resources on the benefits of natural yards see link below:

<https://wildones.org/resources/>

Staff has also looked at surrounding municipalities to see what they are doing. The following Municipalities have language specific to natural yards

Municipality	Code #/link	Permit Required
City of De Pere	74-8	no
Village of Little Chute	28-86	Yes
Village of Kimberly	202-2	Yes
City of Neenah	10-34	no
City of Appleton	12-59(b)	no

Staff has taken some time to put together a draft of how this could look for the City of Kaukauna, see the language below:

Definitions to be added:

Planned landscaping area means a planned, intentional, and maintained planting area without any noxious weed as per 10.03(6), which may include, trees, shrubs, flowers, and native plants, as defined in this section, or vegetation associated with a rain garden.

Rain garden means an excavated area that is back-filled with a prepared or amended soil mixture, which may or may not be covered with a mulch layer, which is planted with a diversity of woody or herbaceous vegetation, to which stormwater is directed to promote infiltration or evapotranspiration.

Native plants means those grasses (including prairie grasses), sedges (solid, triangular-stemmed plants resembling grasses), forbs (flowering broadleaf plants), vines, shrubs, groundcovers, and trees that are native to or naturalized to the State of Wisconsin but shall not include noxious weeds as defined herein and in 10.03(6).

Turf grasses means any grasses commonly used in regularly cut lawns or play areas including bluegrass, fescue or rye grass blends or any other similar grasses.

Unmanaged plant growth means any turf grass, hay, weeds, brush or other vegetation which has grown to a height of over 12 inches but does not include:

- (1) Gardens;
- (2) Plants located on agricultural land;
- (3) Plants located on shoreland within 35 feet of the ordinary high water mark;
- (4) Plants located within environmentally sensitive areas such as steep slopes, drainageways, wetlands, and protective buffer areas; or
- (5) Planned landscaping that is wholly contained within the parcel on which it is planted and maintained;
- (6) Wooded lands.

Planned landscaping area.

(1) Any owner, occupant, or person in control of any land, and any tenant upon written consent of the owner of such land, may implement and maintain a planned landscaping area on the land and are encouraged to plant native plantings. The City will create a policy for planned native planting areas on City owned property. Subject to the regulations set in this ordinance.

(2) *Location.*

(a.) Any planned landscaping area shall not be located within or infringe upon any street terrace or city right of way.

(b.) Any planned landscaping area shall maintain no less than a three-foot setback from any property line or right of way unless it abuts a neighboring planned natural landscaping area or is adjacent to a natural area or if there is a permitted fence or edging per (4) along the lot line.

(3) *Control of noxious weeds.*

(a.) A person owning, occupying, controlling land, or a tenant with written consent of the owner of such land shall ensure all noxious weeds within the planned landscaping area are destroyed consistent

with Ordinance 10.03(6) and that no such weeds are present within a planned landscaping area

(b.) If a person neglects to destroy all noxious weeds as required under subsection (a), the Weed Commissioner shall destroy or have destroyed the noxious weeds. The cost of destroying the weeds shall be charged and assessed in the manner provided by Wis. Stats. § 66.0517(3)(b)1.

(4) *Edging required.* A planned landscaping area must have a distinct and clearly defined border. The border may consist of any combination of mowed grass, fencing, a permitted fence installed along a property line, or natural materials neatly arranged to create the appearance of an edge to contain the planned landscaping area.

(5) *Visibility.* Any planned landscaping area shall not obstruct the vision triangle as defined in Chapter 8.11

(6) *Hight.* No planned landscaping shall be taller than 42 inches in the front yard area and not exceed 6 feet in the rear yard area excluding trees. Any part of the planned landscaping that creates a hedge must comply with all requirements of 17.32(3)

(7) *Complaint notification.* Upon receipt of a complaint of unmanaged plant growth and/or noxious weeds, the Code Enforcement officer or designee shall inspect any residential lot or property adjacent to or adjoining a residential lot to review compliance with provisions of this article. If violations are noted, the Code Enforcement officer or designee shall on the first violation of the season notify the party responsible for the property that he intends to take action on the parcel 14 calendar days before any action is taken. Said notice shall inform the owner that subsequent violations during the current season shall be corrected by the City without further notice.

(8) *Appeal.* Any property owner wishing to contest a charge assessed under this section may appeal to the Common Council. The appeal shall be in writing and submitted to the City Clerk within 30 days of the date on which the unmanaged plant growth and/or noxious weeds were cut and/or destroyed. The Council may uphold, modify or cancel the charge.

This is coming forth to the Common Council for an initial review to ensure that this still aligns with the goals of the Common Council. The intent is to have initial

feedback on the over all concept for staff to then take a deeper look at how to fully implement this and create a policy for City owned property as well. If the Council desires to proceed Staff will work with the Fire department, 1,000 Island and Public Works to ensure the final product will be a benefit to the City residents and not hamper any public safety services.

Strategic Plan:

Directly aligns with the objective of creating a community of choice and one of the foundational components of the plan, sustainability.

Budget:

No impact

Recommendation:

Discuss adding a Natural yard/landscaping ordinance and provide direction to staff on whether to proceed.



City of Kaukauna Policy on Native Plantings

Guidelines for Utilization on City Properties

Introduction

Native plantings serve as an essential component in urban planning and environmental sustainability. Utilizing native plants within city properties promotes biodiversity, conserves water, and strengthens local ecosystems. This document outlines the city policy on when and how native plantings should be implemented on city properties.

Understanding Native Plantings

Native plantings refer to the use of plant species that are indigenous to a specific geographic area. These plants have evolved over time to adapt to the local climate, soil, and ecosystems, making them well-suited to thrive with minimal intervention. Native plantings support local wildlife, reduce maintenance costs, and enhance the natural beauty of urban landscapes.

Benefits of Native Plantings

- **Biodiversity:** Native plants provide habitat and food sources for local wildlife, including birds, insects, and small mammals.
- **Water Conservation:** Indigenous plants are adapted to local rainfall patterns, reducing the need for irrigation and saving water.
- **Low Maintenance:** Native plants require less fertilizer, pesticides, and herbicides, thus lowering maintenance costs and minimizing environmental impact.
- **Soil Health:** Native plants often have deep root systems that help prevent erosion and improve soil structure.
- **Aesthetic Appeal:** Native plantings contribute to the unique character and natural beauty of the local landscape.

Policy Implementation

Site Selection

City properties suitable for native plantings include parks, green spaces, road medians, and public buildings. The selection criteria are based on:

- Environmental Conditions: Soil type, sunlight, and water availability.
- Location: Areas with high visibility or ecological significance.
- Maintenance Requirements: Locations that benefit from reduced maintenance.
- Large open spaces not needed for field space or specific programming

Planning and Design

Urban landscapers and city planners should collaborate to design plantings that align with the local ecosystem and aesthetic goals. Considerations include:

- Plant Selection: Choosing species that are native to the region and suited to the specific site conditions.
- Layout: Arranging plants in a manner that mimics natural groupings and promotes healthy growth.
- Water Management: Implementing systems that support natural water usage and drainage.
- Barrier between other properties to prevent unwanted spread on other properties

Maintenance and Monitoring

Native plantings require ongoing care and observation to ensure their success and sustainability. Maintenance guidelines include:

- Initial Establishment: Providing adequate water and protection during the first growing season.
- Pest Control: Monitoring for invasive species and implementing organic control methods.
- Pruning and Weeding: Regularly maintaining plant health and appearance.
- Soil Health: Periodically testing soil quality and amending as necessary.

Community Involvement

Engaging the community in native planting initiatives fosters environmental stewardship and civic pride. Strategies for community involvement include:

- Education: Informing residents about the benefits and importance of native plantings through workshops, informational materials, and public events.
- Volunteer Programs: Encouraging community members to participate in planting, maintenance, and monitoring activities.
- Partnerships: Collaborating with local environmental organizations, schools, and businesses to support native planting efforts.

Conclusion

The implementation of native plantings on city properties is a vital step towards promoting environmental sustainability and enhancing the urban landscape. By selecting appropriate sites, planning and designing thoughtfully, maintaining plant health, and involving the community, city planners can ensure the success and longevity of native plantings. This policy serves as a comprehensive guide to utilizing native plants in a manner that benefits both the environment and the residents of the city.



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
 From: Dave Kittel, Director of Planning and Community Development
 Date: 7/30/2025
 Re: TID 5 extension request

Background information:

Tax Incremental District (TID) 5 is forecasted to have some duress and not able to fully pay off debt service by the current end of its life on July 1st 2034. This district is in the Commerce crossing area, which has seen new developments recently. This new growth has helped the TID financially to the point that an extension of 3 years would ensure that all obligations can be fulfilled. The main reason that this situation occurred is due to the delay in development in TID 5 with the creation of this TID in 2003. Many of the larger developments occurred in just the last 2 to 3 years with the TID fronting the bill on all the infrastructure. One extension has been applied for and granted for the TID with one more remaining due to a law change in 2015 called a Technical College extension. This extension is available for any TID created before 2014 under state statute [66.1105\(7\)\(am\)4](#) due to 2013 Act 145 that negatively impacted TID by shifting a portion of technical college funding from property taxes to state aids which lowered the increment coming into a TID. To qualify for this extension the city must request the Joint Review Board to review and approve a resolution on extending the life of TID 5 and the city must show the need for the extension. Below is a simple table to show the projected increment will likely not be sufficient to pay off the debt service by 2034:

	TID #5				
Levy Year	Tax Revenue	Donor Funds	Total Revenue	Debt	Diff
2025	\$0	\$600,000	\$600,000	1,213,981	(613,981)
2026	\$727,361	\$417,474	\$1,144,835	1,513,840	(369,005)
2027	\$1,616,635	\$0	\$1,616,635	2,571,615	(954,980)
2028	\$1,722,801	\$0	\$1,722,801	2,594,228	(871,426)
2029	\$1,920,029	\$0	\$1,920,029	8,116,020	(6,195,991)
2030	\$2,389,229	\$0	\$2,389,229		2,389,229
2031	\$2,413,122	\$0	\$2,413,122		2,413,122
2032	\$2,437,253	\$0	\$2,437,253		2,437,253
2033	\$2,461,625	\$0	\$2,461,625		2,461,625
2034	\$2,486,242	\$0	\$2,486,242		2,486,242
2035					
2036					
2037					
2038	End of Life				
2039					
2040					
2048					
2049					
2050					
2051					
2052					
Wayfinding Signage					0
The Reserve	6,000,000		\$6,000,000	9,000,000	(3,000,000)
Land Sale Revenue	\$500,000		\$500,000	0	500,000
Grand Stay Hotel				900,000	(900,000)
Duquaine				2,000,000	(2,000,000)
Interest Expense				2,609,294	(2,609,294)
Cash on Hand/Fund Balance	3,248,923		\$3,248,923		3,248,923
Total	27,923,220	1,017,474	28,940,694	30,518,977	(1,578,283)

Additional information on the extension can be found on the Department of Revenue's website with a link below to information on TID extension types:

<https://www.revenue.wi.gov/Documents/TIDExtensionTypes.pdf>

Strategic Plan:

This links directly with the strategic plan foundation of financial responsibility.

Budget:

If the TID is not able to pay off Dept service, it could impact the general fund long term if the City must cover the remaining dept.

Recommendation:

To approve a resolution requesting the Joint Review Board to review and approve a resolution to extend TID 5 under the provisions of the Technical College Extension.



CITY OF KAUKAUNA
ORDINANCE NO. 1935-2025
ORDINANCE REPEALING SECTION 9.25

WHEREAS, upon review of the City's Ordinances it became apparent that Section 9.25, titled "Unauthorized Minors Loitering or Wagering at Racetracks," was no longer applicable for its intended purpose with the City of Kaukauna; and,

WHEREAS, the City of Kaukauna had a dog track within the City, The Fox Valley Greyhound Park, which closed in the 1990s; and

WHEREAS, no other racetrack exists within the corporate limits of the City of Kaukauna; and

WHEREAS, obsolete ordinances should be removed from the City's municipal code to prevent confusion;

NOW THEREFORE, it is ordained by the Common Council of the City of Kaukauna, Wisconsin, that Ordinance Section 9.25 of the Kaukauna Municipal Code be repealed as follows:
 Section 9.25 (Reserved)

Introduced and adopted by Common Council on the 5th day of August, 2025.

APPROVED: _____

Anthony J. Penterman, Mayor

ATTEST: _____

Kayla Nessmann, Clerk

RESOLUTION NO. 2025-5478**REPEALING AND RECREATING RESOLUTION NO. 4088 ESTABLISHING
INCENTIVES FOR EMPLOYEES OF THE CITY OF KAUKAUNA
RESIDING WITHIN THE CITY OF KAUKAUNA**

WHEREAS, the Common Council of the City of Kaukauna at its regular meeting of November 5, 2013, did enact Resolution No. 3848 approving a program of incentives for employees of the City of Kaukauna residing within the City of Kaukauna; and

WHEREAS, the Common Council of the City of Kaukauna at its regular meeting of April 18, 2017, did enact Resolution No. 4088 which repealed and recreated a program of incentives for employees of the City of Kaukauna residing within the City of Kaukauna; and

WHEREAS, during the discussion of the Council of April 18, 2017, there were terms of Resolution No. 4088 that did not end up within Resolution No. 4088, but that the City has been operating as though they were over the last several years; and

WHEREAS, it is desirous that the terms of the resolution creating the incentive program should contain those terms that have been acted upon since the program was approved;

NOW THEREFORE, BE IT RESOLVED, by the Common Council of the City of Kaukauna, Wisconsin, that said Council does hereby repeal Resolution No. 4088 and does recreate and implement an Employee Residency Incentive Program to be effective upon this Resolution's passing and publication as follows:

1. QUALIFIED EMPLOYEE. A Qualified Employee for the Residency Incentive Program shall have and maintain all of the following:
 - a. Be one of the following:
 1. A non-represented, full or part-time employee of the City of Kaukauna.
 - a. Employees are considered full-time if their regularly scheduled hours per week are thirty (30) or more and not otherwise excluded below.

- b. Employees are considered part-time if their regularly scheduled hours per week are twenty (20) or more, but less than thirty (30) hours per week, and not otherwise excluded below.
- 2. A represented employee of the City of Kaukauna employed under a Collective Bargaining Agreement which provides for this Residency Incentive program benefit.
 - b. The employee's position must be anticipated to be scheduled to work more than one thousand (1,000) hours during a calendar year.
 - c. Maintain their actual, bona fide residence within the Corporate Limits of the City of Kaukauna.

The following categories of employment shall not be eligible to be a Qualified Employee:

- a. Elected officials (as designated at Kaukauna Municipal Code 1.02).
 - b. Seasonal Employees.
 - c. Temporary Employees.
- 2. ELIGIBILITY. Eligibility of a Qualified Employee to receive the incentives set forth in paragraph 3 herein, shall be subject to the following:
 - a. A Qualified Employee whose residence is within the Corporate Limits of the City of Kaukauna as of the passing by council and publication of this Resolution shall be eligible upon implementation of this Residency Incentive Program.
 - b. A Qualified Employee shall become eligible under this Residency Incentive Program within the first full pay period after the Qualified Employee establishes their residence within the Corporate Limits of the City of Kaukauna. A newly hired Qualified Employee whose residence is already within the Corporate Limits of the City of Kaukauna shall be eligible upon their first full pay period.
 - c. Eligibility for Qualified Employees for the Residence Incentive Program shall terminate with the last full pay period before one of the following occurs:
 - 1. The employee establishes residency outside the Corporate Limits of the City of Kaukauna;
 - 2. The employee's employment is terminated;
 - 3. The employee retires;
 - 4. The employee's job status changes to one that is not eligible to receive this benefit.

3. INCENTIVES. Each Qualified Employee who is eligible under paragraph 2 above shall receive an incentive equivalent to six percent (6%) of their Wisconsin Retirement System eligible wages. This incentive shall be provided as a bi-weekly contribution deposited into a 401(a) Supplemental Retirement Plan for the Qualified Employee and shall be vested immediately upon deposit. All employer contributions shall be discretionary as authorized by the Common council hereunder.
4. RESIDENCY DEFINED. As used in this Residency Incentive Program, the term "residence" shall be construed to mean the actual living quarters maintained by an employee. Neither voting in the City, nor payment of taxes of any kind by an employee, by itself, shall be deemed adequate to satisfy the requirements of this section, nor shall the provisions of this section be satisfied by maintaining a rented room or rooms by an employee solely for the purpose of establishing their residence within the City of Kaukauna when it appears that the employee's residence is outside the City. Ownership of real property within the City, when not coupled with the maintenance of the employee's use as their actual living quarters as herein required, shall be deemed insufficient to meet the requirements of this section. Final determination of any question of an employee's residence shall be at the discretion of, and shall be determined by, the City's Common Council.
5. ELIGIBILITY DETERMINATION. Employees shall reach out to the Human Resources Director to request an application form for this benefit. The Human Resources Department shall investigate and determine whether eligibility for the employee is met and approve or deny the application.
 - a. Any dispute regarding eligibility of an employee shall be referred to Common Council where the Human Resources Director shall present their investigation and recommendation to the Common Council regarding the employee's residence and eligibility. The Common Council shall make a final determination regarding any residency and eligibility question.
6. INCENTIVE MAXIMUM. Notwithstanding the foregoing, the total cost to the City of Kaukauna of implementation of this Residency Incentive Program to eligible Qualified Employees shall not exceed \$250,000 per budget year. In the event the total cost of implementation to the City of Kaukauna should exceed \$250,000, that percentage specified in Paragraph 3 above shall be reduced by an amount

sufficient to reduce the total cost of implementation by the City in providing this incentive to eligible Qualified Employees to not exceed \$250,000.

Introduced and adopted this 5th day of August, 2025

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Kayla Nessmann, Clerk

RESOLUTION 2025-5482

RESOLUTION REQUESTING THE JOINT REVIEW BOARD TO APPROVE AN EXTENSION FOR TID 5 IN THE CITY OF KAUKAUNA, WISCONSIN

WHEREAS, TID 5 was created on July 1st, 2003, and has a maximum life date of July 1st, 2034; and

WHEREAS, TID 5 is not expected to generate sufficient revenue to recover its project costs within its maximum life; and

WHEREAS, under state law (Wis. Stats. § 66.1105(7)(am)(4)(a)), a municipality may request that the Joint Review Board (JRB) extend the life of a TID an additional three years if the annual and total amount of tax increments over the remaining life of the district were adversely impacted by 2013 Wisconsin Act 145; and

WHEREAS, under state law (Wis. Stats. § 66.1105(7)(am)(4)(b)), the municipality, together with the extension request, will provide documentation on the TID's finances; and

WHEREAS, the City of Kaukauna has demonstrated to the JRB that TID 5 was adversely impacted by a decrease in revenues following 2013 Wisconsin Act 145;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin, that the City request the Joint Review Board to review and approve an extension of three years for TID 5 under state law (Wis. Stats. § 66.1105(7)(am)(4)(a)).

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 5th day of August 2025.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Kayla Nessmann, City Clerk