

COMMITTEE OF THE WHOLE

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



Monday, January 19, 2026 at 5:30 PM

AGENDA

In-Person and Remote Teleconference via ZOOM

1. Correspondence.
2. Discussion Topics.
 - a. Strategic Plan Quarterly Update and Discussion.
 - b. Adjourn to Closed Session Pursuant to 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 – Jeff Sanders.
 - c. Return to Open Session for Possible Action.
3. Adjourn

NOTICES

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

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

MEETING ACCESS INFORMATION:

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

To access the meeting by telephone:

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

To access the meeting by computer:

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

To access the meeting by smartphone or tablet:

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

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



Strategic Plan Quarterly Update – Q4 2025

Why - To enrich our community through service.

Mission - Offer a high quality of life through services and opportunities, while providing a safe and inclusive community.

Vision - Be a community of choice by connecting residents, businesses, and visitors to natural resources, recreation, economic opportunities, and quality of life through forward thinking, inclusivity, and sustainable advancements.

Create a Community of Choice:

- **Maintain a Safe and Healthy Community**
 - Safety Committee/HR completed the draft Emergency Action Plan(EAP).
 - Staff evaluated current safety features at municipal buildings and will propose procedures and training for each system in the safety manual.
 - Installed cameras at three parks; LaFollette, Horseshoe, and Jonen.
- **Create Belonging, Access & Opportunity Resource Group**
 - The group met twice in Q4 to make up for a missed meeting in Q3.
 - The Q3 meeting focused on project reviews including audio enhancement in Council Chambers, large event parking considerations, and further discussion on an employer paid volunteer program.
 - The Q4 meeting focused on the employer paid volunteer program. After lengthy discussion, the group concluded that this program needs extensive time and thought dedicated to it and would not be possible to draft by the end of 2025. The group will continue to consider the program but feels it is more appropriate for inclusion in a future strategic plan.
 - The focus area for 2026 will likely be on the newly released government web accessibility standards.
- **Increase Public and Park Open Space Attendance**
 - Continue to monitor park and public use; also utilizing new cameras.
 - Special event application available online with fee pricing to the public.
 - Final approval and rollout of Comprehensive Outdoor Recreation Plan "park plan"
- **Renovate One Park Every Other Year**
 - Completed Strassburg Park BB court surfacing.
 - Received non-federal wetland exemption for Inside the Park Place and received proposals for design.

- **Anticipated focus for next quarter(s)**
 - Seek proposals from consultants to redesign LaFollette Park facilities.
 - Create an Adopt-a-park program for City consideration
 - Seek bids for municipal pool vessel repairs
 - Seek bids for 1000 Islands entrance accessibility improvements
 - Evaluate railings at various areas of 1000 Islands trails

Communication Plan:

- **Enhance external communication**
 - City staff has reviewed a few options for a solution on the phone system that will make the caller's experience better. This has been budgeted in the 2026 Budget and is expected to be completed in 2026.
 - Staff received quotes for a possible all-in-one solution for the council chamber's audio/video and meeting software. After reviewing the costs and complexity of each system, the staff didn't think our processes were ready for that large of a change. Rather I wanted to start small with improving the video. The audio had a minor adjustment which appears to be a making a big difference. The other piece is the note taking which the city clerk was given a few free trial meetings to test out how the meeting minutes can be streamlined. There is funding in the 2026 budget to cover this cost when the right solution is found.
- **Enhance internal communication**
 - Met internally with the Senior Management Advisory Team (SMAT) to determine next steps for the intranet.
- **Anticipated focus for next quarter(s)**
 - Put out a survey to employees and stakeholders and use results to determine a project scope for the employee intranet.
 - Continue evaluating phone systems and select a vendor by Q1 2026