



## 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 January 15, 2026
5. Financial Report
  - a. December 2025 Financial Report
  - b. January 2026 Financial Report
6. Correspondence
  - a. Community Foundation Endowment Reports
7. The Friends of 1000 Islands Report
8. Naturalist Report
  - a. January Naturalist Report
  - b. Year in Review
9. Committee Reports
  - a. Administrative/Finance Committee Reports
  - b. Education Committee Report
  - c. Building & Grounds Committee Reports
10. Old Business
  - a. Nature Center Front Entryway Project
11. New Business
12. Good of the Center
  - a. Committee & Sub-Committee Member Listing
  - b. Pancake & Porkie Breakfast - March 21, 2026
13. Next Meeting - Thursday, March 19, 2026
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, January 15, 2026, at 6:30 PM

### MINUTES

**Members Present** West, White, Breitzman, Eggleston, Timmons, Hietpas, Manion, Pautz, Jakel, and VanBerkel

**Not Present** Rumbuc

**Also Present** Brad Garrity and Cassie Kohls

White called the meeting to order at 6:30 PM. A quorum was present.

**Public Appearances** None

Timmons was introduced and welcomed to the Committee.

#### **November 20, 2025, Committee Meeting Minutes**

Manion motioned to approve, seconded by VanBerkel. Motion carried.

#### **November Financial Report**

VanBerkel asked whether the interest check from the Community Foundation endowment would be reinvested back into the fund or if it could be used to purchase items that were not included in the budget. He also inquired about where the endowment's interest earnings are recorded. Kohls explained that the City Clerk receives the annual interest payment from the Community Foundation and deposits it into the Interest Income Account 101-48100-4810, which is not a restricted account. Eggleston asked what percentage of interest the endowment fund will generate in 2026, and VanBerkel noted that this information is not yet available.

Garrity informed the Committee that Finance Director VanRossom has submitted his resignation.

VanBerkel moved to approve the November Financial Report, and West seconded. Motion carried.

**Correspondence** None

#### **Friends of 1000 Islands Report**

Hietpas provided an overview of the Friends' Annual Meeting. Carol VanBoxtel presented her new children's history book, and 18 people were in attendance. No elections were held, so all current officers will remain in their roles. The Friends group will operate a food stand offering hot dogs, popcorn, and beverages at Eagle Days on January 31, 2026.

## November-December Naturalist Report

Garrity reported that a new credit card system has been implemented at the Nature Center. The annual volunteer appreciation event was held in December with approximately 25 attendees. Communications Manager Fencl integrated the 1000 Islands website into the City's website, and Kohls has been trained on managing the new site. Assistant Naturalist Berge was recently married at the Nelson Overlook and is now using the name Kat Benson. Rosy the tarantula has been moved to a new tank after her previous enclosure was tipped over and destroyed by a visitor; fortunately, Rosy was not injured.

The Jabber memorial fundraiser generated approximately \$400, which was divided between J & R Aquatics and Wildlife of Wisconsin. There are no plans to replace Jabber.

Staff also participated in the Electric City Christmas Parade and Gingerbread House contest.

The eagle camera project will have a soft launch at Eagle Days this year. Two camera locations are being proposed: one at the Kaukauna Utilities dam with zoom capability, and another at the eagle nest powered by solar with battery backup. Some donations have already been received, and Gonnering is conducting additional research.

The Silent Night Hike drew around 300 participants and was considered a great success, raising \$400 in donations.

Snowshoeing season is beginning, though rentals have not yet occurred; the Junior Naturalist program used the snowshoes during their session.

November was a busy month for field trips. Volunteers Pautz and Hayes assisted with a program for St. Paul Elder at 1000 Islands.

Outagamie County Land Conservation (OC-LCD) received a \$300,000 Great Lakes Commission GLSNRP grant to address severe erosion in the Conservancy Zone. The City's DPW has an additional \$100,000 allocated, bringing total project funding to \$400,000. Project components include gully repair, trail restoration, videography documentation, and installation of step pools—a first in Wisconsin. Survey work by OC-LCD will take place in 2026, with two public meetings planned: one for the general public and one for neighboring property owners. Construction work is expected to begin in 2027, and the grant may extend into 2029. West asked how many neighbors are involved; Garrity was unsure but confirmed neighboring properties within the easement will be included. Manion asked about the easement recording, and VanBerkel confirmed it is recorded. OC-LCD hopes to involve additional landowners to potentially extend the project beyond City property. A press release will be issued in the coming weeks. In response to Hietpas's question about total project cost, Garrity explained that the County will remain within existing funding. The City will contribute in-kind materials and labor when feasible, including fill material from other City projects. Step pools will be constructed on newer gullies, while older gullies will receive berms with trails routed across them. Street Department staff and community volunteers will assist, and trees will be repurposed for root wads and fill. The riparian buffer will be cleared and replanted with native vegetation to restore shoreline habitat.

Garrity also reported a roof leak. After contacting the Street Department and a roofing contractor, it was determined that a row of shingles had been improperly nailed, causing the nails to rust and create holes. The contractor recommended sealing the holes and applying sealant to screws near the solar panels. The inspected section of the roof appears to have an estimated remaining life of 5–10 years. Manion asked about staining on the roof sheeting; Garrity noted that snow has been blowing in through the ridge vent, but overall the sheeting is in good condition except for the area affected by nail failure.

Bidding for the Nature Center's front entryway renovation is underway, with construction scheduled to begin in late spring or summer. Jakel asked about the design, and Garrity shared that McMahon developed the plans, which include new doors, a leveled floor, key-fobbed and ADA-compliant entry doors, and relocation of the entry door toward the building's front corner. The interior door will also be widened. Hietpas asked whether the footprint will remain unchanged, and Garrity confirmed that it will, with existing window locations preserved and leftover siding from last year's replacement being reused. Garrity will present the design at the next Committee meeting.

Hietpas moved to receive and place the November–December Naturalist Report on file; Breitzman seconded. Motion carried.

**Usage Report:** VanBerkel noted that the totals in the bottom column were not calculating correctly. Annual usage totals will be presented in February. Garrity reported that Outagamie County was pleased with the strong participation from individuals residing outside the county. VanBerkel moved to place the 4th Quarter Usage Report on file, and White seconded. The motion carried.

**Sub-Committee Meetings:** Sub-Committee Chairs will convene meetings as needed. Membership was reviewed, and the following updates were made to the Sub-Committee Member list:

- Manion was removed from the Administration & Finance Sub-Committee.
- White was appointed Chair of the Education Sub-Committee.
- Timmons was added to the Education Sub-Committee and will not serve on the Administration & Finance Sub-Committee.

**Old Business** - None

**New Business** - None

**Good for the Center**

Eagle Days will take place on January 31, 2026, from 7:00 AM to 5:00 PM. All viewing station volunteer positions are filled, with Bald Eagle Nest Watchers assisting this year. The National Eagle Center will attend, and the Kaukauna Public Library will give a Native American presentation. Garrity will present on the Bald Eagle Nest Watch program.

**Next Committee Meeting**

The next Committee Meeting will be on Thursday, February 19, 2026, at 6:30 PM in the Nature Center building.

**Adjournment**

There being no further business, Manion moved to adjourn the January 15, 2026, Committee Meeting at 7:29 PM. Seconded by White. Motion carried.

Cassie Kohls

**City of Kaukauna**  
**1000 Islands Environmental Center**  
**Budget vs. Actual**  
**Jan 1, 2025 to Dec 31, 2025**

Account	Dec Actuals	YTD Amount	Budget Amount	Amount Over Budget	% of Budget
<b>Income</b>					
4391 - Kaukauna School Dist Aids		\$15,000.00	\$15,000.00	\$0.00	100.00%
<b>4392 - Outagamie County Aids</b>		<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>100.00%</b>
4694 - Facilities/Building Rental (Taxable)		\$821.99	\$1,500.00	(\$678.01)	54.80%
4695 - Facilities/Building Rental (Non-Taxable)		\$125.00	\$500.00	(\$375.00)	25.00%
4696 - Programing Fees		\$12,740.02	\$7,000.00	\$5,740.02	182.00%
4716 - Gift Shop Sales	\$83.67	\$3,875.93	\$6,000.00	(\$2,124.07)	64.60%
<b>4802 - Donations &amp; Contributions</b>	<b>\$9,889.00</b>	<b>\$68,126.09</b>	<b>\$45,000.00</b>	<b>\$23,126.09</b>	<b>151.39%</b>
4810 - Interest Income		\$741.17	\$7,500.00	(\$6,758.83)	9.88%
<b>4910 - Env Center Restricted Donate</b>	<b>\$310.03</b>	<b>\$4,205.49</b>	<b>\$0.00</b>	<b>\$4,205.49</b>	<b>0.00%</b>
<b>4911 - Fundraising Sales</b>		<b>\$5,263.65</b>	<b>\$0.00</b>	<b>\$5,263.65</b>	<b>0.00%</b>
<b>4912 - Animal Care - Jabber</b>		<b>\$300.00</b>	<b>\$0.00</b>	<b>\$300.00</b>	<b>0.00%</b>
<b>4913 - Memorial Purchases</b>		<b>\$8,925.00</b>	<b>\$0.00</b>	<b>\$8,925.00</b>	<b>0.00%</b>
<b>Total - Income</b>	<b>\$10,282.70</b>	<b>\$130,124.34</b>	<b>\$92,500.00</b>	<b>\$37,624.34</b>	<b>140.67%</b>
<b>Expense</b>					
5101 - Regular Payroll	\$24,891.66	\$183,949.03	\$179,421.00	\$4,528.03	102.52%
5104 - Temporary Payroll		\$6,505.33	\$6,620.00	(\$114.67)	98.27%
5107 - Overtime Pay		\$19.05	\$0.00	\$19.05	0.00%
5119 - Longevity Pay	\$60.00	\$60.00	\$0.00	\$60.00	0.00%
5151 - Retirement Plan	\$1,492.87	\$10,939.41	\$10,599.00	\$340.41	103.21%
5154 - Social Security	\$1,685.52	\$12,143.68	\$12,152.00	(\$8.32)	99.93%
5157 - Group Health Insurance	\$73.00	\$38,028.28	\$41,310.00	(\$3,281.72)	92.06%
5160 - Group Life Insurance		\$138.82	\$133.00	\$5.82	104.38%
5163 - Workers Compensation	(\$1,293.97)	\$2,241.66	\$3,767.00	(\$1,525.34)	59.51%
5205 - Seminar Expenses	\$850.00	\$1,025.00	\$2,500.00	(\$1,475.00)	41.00%
5208 - Travel - City Business	\$401.24	\$401.24	\$200.00	\$201.24	200.62%
5211 - Education & Memberships	\$126.17	\$301.17	\$500.00	(\$198.83)	60.23%
5260 - Animal & Bird Care	\$565.42	\$1,383.67	\$2,000.00	(\$616.33)	69.18%
5264 - Programs	\$463.41	\$3,620.46	\$4,500.00	(\$879.54)	80.45%
5276 - Conservancy Zone Maint	\$1,933.17	\$3,141.74	\$4,000.00	(\$858.26)	78.54%
5303 - Communications	\$50.00	\$600.00	\$900.00	(\$300.00)	66.67%
5306 - Heating Fuels	\$676.97	\$2,146.28	\$3,000.00	(\$853.72)	71.54%
5309 - Water Sewer & Electric	\$711.52	\$9,013.79	\$10,000.00	(\$986.21)	90.14%
5312 - Maintenance - Buildings	\$1,653.35	\$4,513.92	\$4,500.00	\$13.92	100.31%
5315 - Maintenance - Office Equipment	\$88.77	\$1,846.35	\$1,500.00	\$346.35	123.09%
5318 - Maintenance - Automotive		\$124.92	\$500.00	(\$375.08)	24.98%
5325 - Contractual Services	\$1,159.95	\$11,745.05	\$12,000.00	(\$254.95)	97.88%
5334 - Printing Expense		\$0.00	\$400.00	(\$400.00)	0.00%
5401 - Office Supplies		\$438.39	\$600.00	(\$161.61)	73.07%
5404 - Clothing Expense	\$132.21	\$682.11	\$700.00	(\$17.89)	97.44%
5407 - Automotive Supplies	\$62.60	\$227.82	\$300.00	(\$72.18)	75.94%
5410 - General Supplies	\$753.57	\$1,057.22	\$1,500.00	(\$442.78)	70.48%
5416 - Custodial Supplies	\$107.51	\$2,124.69	\$1,000.00	\$1,124.69	212.47%
5431 - Postage		\$93.95	\$100.00	(\$6.05)	93.95%
5440 - Concession Product	\$699.47	\$2,676.70	\$3,700.00	(\$1,023.30)	72.34%
5499 - Miscellaneous	\$100.39	\$99,298.55	\$1,500.00	\$97,798.55	6,619.90%
5801 - Land & Buildings		\$28,489.51	\$0.00	\$28,489.51	0.00%
<b>5897 - Restricted Funds - Animal Care/Jabber</b>		<b>\$712.61</b>	<b>\$0.00</b>	<b>\$712.61</b>	<b>0.00%</b>
<b>5898 - Restricted Funds</b>	<b>\$95.13</b>	<b>\$21,217.51</b>	<b>\$0.00</b>	<b>\$21,217.51</b>	<b>0.00%</b>
5904 - Trails & Walking Bridges		\$285,013.31	\$0.00	\$285,013.31	0.00%
<b>Total - Expense</b>	<b>\$37,539.93</b>	<b>\$735,921.22</b>	<b>\$309,902.00</b>	<b>\$426,019.22</b>	<b>237.47%</b>
<b>Net Income</b>		<b>(\$27,257.23)</b>	<b>(\$605,796.88)</b>	<b>(\$217,402.00)</b>	<b>(\$388,394.88)</b>
<b>Lines bolded in red are 201 accounts</b>					

## 1000 Islands Donation Report

Donations Posted: Dec 2025

Account: 201-48501-4802

Date	Name	Memo	Amount
	Primrose of Appleton	Donation	\$ 100.00
12/5/2025	General	Collection Bins	\$ 17.00
12/5/2025	Ken Grode	Eagle Camera Project	\$ 2,500.00
12/11/2025	Gary & Janice Meulemans	General Donation	\$ 500.00
12/15/2025	Friends of 1000 Islands	2025 Budget Contribution	\$ 5,000.00
12/16/2025	General	Silent Night Hike Donations	\$ 422.00
12/16/2025	Sally Dabb	Memorial for Shirley Margenau	\$ 300.00
12/16/2025	1000 Islands Endowment	Memorial for Shirley Margenau	\$ (300.00)
12/17/2025	John Tetzlaff	Donation	\$ 1,100.00
12/20/2025	Lynn Margenau	Memorial for Shirley Margenau	\$ 200.00
12/20/2025	1000 Islands Endowment	Memorial for Shirley Margenau	\$ (200.00)
12/22/2025	James School	Donation	\$ 50.00
12/30/2025	Kristine Serwe	Donation	\$ 200.00
		<b>TOTAL:</b>	<b>\$ 9,889.00</b>

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

Date	Name	Memo	Amount
12/31/2025	Journal Entry	Interest on 1000 Islands Restricted Cash	\$ 310.03
		<b>TOTAL:</b>	<b>\$ 310.03</b>

Account: 201-48501-4911 - Fundraising Sales

Date	Name	Memo	Amount
		<b>TOTAL:</b>	<b>\$ -</b>

Account: 201-48501-4912 - Jabber

Date	Name	Memo	Amount
		<b>TOTAL:</b>	<b>\$ -</b>

Account: 201-48501-4913 - Memorial Purchases

Date	Name	Memo	Amount
		<b>TOTAL:</b>	<b>\$ -</b>

Other Donations Received in Dec 2025

12/17/2025	Miken Frost	cleaning and craft supplies: markers, paper pads, glue, sponges, bleach, glass cleaner	
		<b>TOTAL:</b>	<b>\$ -</b>

**City of Kaukauna**  
**1000 Islands Environmental Center**  
**Budget vs. Actual**  
**Jan 1, 2026 - Jan 31, 2026**

Account	Jan Actuals	YTD Amount	Budget Amount	Amount Over Budget	% of Budget
<b>Income</b>					
4391 - Kaukauna School Dist Aids	\$0.00	\$0.00	\$15,000.00	(\$15,000.00)	0.00%
4392 - Outagamie County Aids	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	100.00%
4694 - Facilities/Building Rental (Taxable)	\$0.00	\$0.00	\$1,500.00	(\$1,500.00)	0.00%
4695 - Facilities/Building Rental (Non-Taxable)	\$0.00	\$0.00	\$500.00	(\$500.00)	0.00%
4696 - Programing Fees	\$299.00	\$299.00	\$9,000.00	(\$8,701.00)	3.32%
4716 - Gift Shop Sales	\$469.25	\$469.25	\$5,000.00	(\$4,530.75)	9.39%
<b>4802 - Donations &amp; Contributions</b>	<b>\$20,728.96</b>	<b>\$20,728.96</b>	<b>\$40,000.00</b>	<b>(\$19,271.04)</b>	<b>51.82%</b>
4810 - Interest Income	\$5,449.64	\$5,449.64	\$7,500.00	(\$2,050.36)	72.66%
<b>4911 - Fundraising Sales</b>	<b>\$80.00</b>	<b>\$80.00</b>	<b>\$0.00</b>	<b>\$80.00</b>	<b>0.00%</b>
<b>Total - Income</b>	<b>\$37,026.85</b>	<b>\$37,026.85</b>	<b>\$88,500.00</b>	<b>(\$51,473.15)</b>	<b>41.84%</b>
<b>Expense</b>					
5101 - Regular Payroll	(\$3,643.92)	(\$3,643.92)	\$193,774.22	(\$197,418.14)	-1.88%
5104 - Temporary Payroll	\$0.00	\$0.00	\$6,849.96	(\$6,849.96)	0.00%
5151 - Retirement Plan	(\$225.33)	(\$225.33)	\$11,907.69	(\$12,133.02)	-1.89%
5154 - Social Security	(\$236.31)	(\$236.31)	\$13,162.97	(\$13,399.28)	-1.80%
5157 - Group Health Insurance	\$0.00	\$0.00	\$41,417.64	(\$41,417.64)	0.00%
5160 - Group Life Insurance	\$0.00	\$0.00	\$159.00	(\$159.00)	0.00%
5163 - Workers Compensation	\$0.00	\$0.00	\$4,037.60	(\$4,037.60)	0.00%
5205 - Seminar Expenses	\$0.00	\$0.00	\$1,500.00	(\$1,500.00)	0.00%
5211 - Education & Memberships	\$0.00	\$0.00	\$500.00	(\$500.00)	0.00%
5260 - Animal & Bird Care	\$111.74	\$111.74	\$2,000.00	(\$1,888.26)	5.59%
5264 - Programs	\$99.29	\$99.29	\$3,000.00	(\$2,900.71)	3.31%
5276 - Conservancy Zone Maint	\$0.00	\$0.00	\$2,500.00	(\$2,500.00)	0.00%
5303 - Communications	\$0.00	\$0.00	\$600.00	(\$600.00)	0.00%
5306 - Heating Fuels	\$0.00	\$0.00	\$3,000.00	(\$3,000.00)	0.00%
5309 - Water Sewer & Electric	\$764.81	\$764.81	\$10,000.00	(\$9,235.19)	7.65%
5312 - Maintenance - Buildings	\$209.59	\$209.59	\$4,500.00	(\$4,290.41)	4.66%
5315 - Maintenance - Office Equipment	\$126.27	\$126.27	\$1,500.00	(\$1,373.73)	8.42%
5318 - Maintenance - Automotive	\$0.00	\$0.00	\$500.00	(\$500.00)	0.00%
5325 - Contractual Services	\$859.95	\$859.95	\$12,000.00	(\$11,140.05)	7.17%
5334 - Printing Expense	\$0.00	\$0.00	\$400.00	(\$400.00)	0.00%
5401 - Office Supplies	\$0.00	\$0.00	\$600.00	(\$600.00)	0.00%
5404 - Clothing Expense	\$0.00	\$0.00	\$700.00	(\$700.00)	0.00%
5407 - Automotive Supplies	\$0.00	\$0.00	\$300.00	(\$300.00)	0.00%
5410 - General Supplies	\$50.92	\$50.92	\$1,000.00	(\$949.08)	5.09%
5416 - Custodial Supplies	\$129.74	\$129.74	\$1,800.00	(\$1,670.26)	7.21%
5431 - Postage	\$0.00	\$0.00	\$100.00	(\$100.00)	0.00%
5440 - Concession Product	\$537.67	\$537.67	\$3,000.00	(\$2,462.33)	17.92%
5499 - Miscellaneous	\$0.00	\$0.00	\$1,500.00	(\$1,500.00)	0.00%
5804 - Equipment (including Office)	\$0.00	\$0.00	\$1,500.00	(\$1,500.00)	0.00%
<b>5897 - Restricted Funds - Animal Care/Jabber</b>	<b>\$400.00</b>	<b>\$400.00</b>	<b>\$0.00</b>	<b>\$400.00</b>	<b>0.00%</b>
<b>5898 - Restricted Funds</b>	<b>\$17.46</b>	<b>\$17.46</b>	<b>\$9,000.00</b>	<b>(\$8,982.54)</b>	<b>0.19%</b>
<b>Total - Expense</b>	<b>(\$798.12)</b>	<b>(\$798.12)</b>	<b>\$332,809.08</b>	<b>(\$333,607.20)</b>	<b>-0.24%</b>
<b>Net Income</b>	<b>\$37,824.97</b>	<b>\$37,824.97</b>	<b>(\$244,309.08)</b>	<b>\$282,134.05</b>	<b>-15.48%</b>

Lines bolded in red are 201 accounts

## 1000 Islands Donation Report

Donations Posted: Jan 2026

Account: 201-48501-4802

Date	Name	Memo	Amount
	Various	Jabber Memorial Donations	\$ 347.00
1/7/2026	General	Collection bins	\$ 90.27
1/7/2026	General	Collection bins	\$ 229.00
1/7/2026	General	Bird Feeder Clinic Program donations	\$ 22.69
1/28/2026	Kristin Kauth	In Memory of Shirley Margenau	\$ 100.00
1/28/2026	1000 Islands Endowment	Shirley Margenau Memorial Donation	\$ (100.00)
1/29/2026	General	Collection bins	\$ 40.00
1/29/2026	Friends of 1000 Islands	Grant to support Assistant Naturalist position	\$ 20,000.00
1/29/2026	1000 Islands Endowment	In Memory of Carol Biese	\$ (25.00)
1/29/2026	Credit Card Donation	In Memory of Carol Biese	\$ 25.00
		<b>TOTAL:</b>	<b>\$ 20,728.96</b>

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

Date	Name	Memo	Amount
		<b>TOTAL:</b>	<b>\$ -</b>

Account: 201-48501-4911 - Fundraising Sales

Date	Name	Memo	Amount
1/6/2026	2026 Tree Sale Order		\$ 30.00
1/11/2026	2026 Tree Sale Order		\$ 50.00
		<b>TOTAL:</b>	<b>\$ 80.00</b>

Account: 201-48501-4912 - Jabber

Date	Name	Memo	Amount
		<b>TOTAL:</b>	<b>\$ -</b>

Account: 201-48501-4913 - Memorial Purchases

Date	Name	Memo	Amount
		<b>TOTAL:</b>	<b>\$ -</b>

### Other Donations Received in Jan 2026

1/6/2026	Forrest Run Pet Cremation	Jabber's Cremation Service	\$ 90.00
1/13/2026	Heather Schaefer	Framed Painting of Jabber	\$ 375.00
		<b>TOTAL:</b>	<b>\$ 465.00</b>



**1000 Islands Endowment Fund**  
**January 01, 2025 through December 31, 2025**

**Fund Activity Summary (Unaudited)**

<b>Balance as of January 01, 2025</b>	<b>\$288,666.38</b>
<b>Contributions</b>	
Donations	\$148,188.12
Contributions total	\$148,188.12
<b>Investment Returns</b>	
Investment Income	\$3,365.18
Realized Gain/(Loss)	\$18,502.74
Unrealized Gain/(Loss)	\$48,098.95
Investment Returns total	\$69,966.87
<b>Grants</b>	
Grants and Scholarships paid	\$ 421.64
Grants total	\$ 421.64
<b>Fund Fees</b>	
Administrative Fees	\$2,445.01
Investment Manager Fees	\$1,439.80
Fund Fees total	\$3,884.81
<b>Balance as of December 31, 2025*</b>	<b>\$502,514.92</b>



## 1000 Islands Endowment Fund

### Fund Financial Information as of December 31, 2025

**Amount Available for Distribution<sup>^</sup>** **\$0**

#### Current Fund Assets

Endowment Fund Pool	\$502,514.92
Total	\$502,514.92

#### 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.

<sup>^</sup> 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**  
**January 01, 2025 through December 31, 2025**

**Fund Activity Detail**

**Contributions**

<b>Date</b>	<b>Amount</b>
1/14/2025	\$33,219.58
1/28/2025	\$65,413.94
3/4/2025	\$ 133.03
3/11/2025	\$ 100.00
3/25/2025	\$ 250.00
5/13/2025	\$ 100.00
8/5/2025	\$ 50.00
8/28/2025	\$47,931.57
9/9/2025	\$ 100.00
9/18/2025	\$ 25.00
10/9/2025	\$ 550.00
10/23/2025	\$ 315.00
<b>Total Contributions</b>	<b>\$148,188.12</b>

**Grants Awarded**

<b>Date</b>	<b>Grantee/Description</b>	<b>Amount</b>
1/20/2025	<b>City of Kaukauna:</b> Support 1000 Islands Environmental Center	\$ 421.64
<b>Total Grants Approved</b>		<b>\$ 421.64</b>



**1000 Islands Endowment Fund**  
**January 01, 2026 through January 31, 2026**

**Fund Activity Summary (Unaudited)**

<b>Balance as of January 01, 2026</b>	<b>\$502,514.92</b>
<b>Contributions</b>	
Donations	\$ 500.00
Contributions total	\$ 500.00
<b>Grants</b>	
Grants and Scholarships paid	\$5,449.64
Grants total	\$5,449.64
<b>Fund Fees</b>	
Administrative Fees	\$ 251.34
Fund Fees total	\$ 251.34
<b>Balance as of January 31, 2026<sup>+</sup></b>	<b>\$497,313.94</b>



## 1000 Islands Endowment Fund

### Fund Financial Information as of January 31, 2026

<b>Amount Available for Distribution<sup>^</sup></b>	<b>\$0</b>
------------------------------------------------------	------------

#### **Current Fund Assets**

Endowment Fund Pool	\$497,313.94
Total	\$497,313.94

#### **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.

<sup>^</sup> 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**  
**January 01, 2026 through January 31, 2026**

**Fund Activity Detail**

**Contributions**

<b>Date</b>	<b>Amount</b>
1/15/2026	\$ 500.00
<b>Total Contributions</b>	<b>\$ 500.00</b>

**Grants Awarded**

<b>Date</b>	<b>Grantee/Description</b>	<b>Amount</b>
1/15/2026	<b>City of Kaukauna:</b> Support 1000 Islands Environmental Center	\$5,449.64
<b>Total Grants Approved</b>		<b>\$5,449.64</b>

# 1000 Islands Environmental Center

## January 2026 Naturalist Report

Brad Garrity – Naturalist, 1000 Islands

Terri Vosters – Director, Community Enrichment

### *Admin/Finance*

- The Nature Center was closed on January 23<sup>rd</sup> and 24<sup>th</sup> due to the extreme cold temperatures with windchills of -40F.
- Finance Director Will Rossum has resigned from the City and will depart in early February. Ashley Roehl will fill the role as the interim until Will's replacement is hired.
- Our Jabber memorial fundraiser brought in \$400 which was split between J&R Aquatics and Wildlife of Wisconsin in recognition for their work with exotic and native animals in need, as well as their ongoing support of 1000 Islands.
- Friends of 1000 Islands held their Annual Meeting on January 11. Carol VanBoxtel presented about developing and writing her new children's book about the history and landmarks of Kaukauna, which Cassie and Brad were involved in helping edit and provide feedback.
- City of Kaukauna is advertising in the Travel Wisconsin magazine and social media for the first time, and 1000 Islands will be a part of the feature. Brad, Kat, and Eric were part of a photo shoot for some of the visual content.
- Our US Fish and Wildlife Service migratory bird permit reports for 2025 were submitted. We were informed that due to regulatory changes, the permits will not be needed in the future for the purposes of having our collection of taxidermy and specimens for educational and scientific purposes. We will continue to hold an annual Scientific Collectors permit issued by Wisconsin Department of Natural Resources.

### *Education / Programming*

- Our Winter Birdfeeder clinic was held on Jan 10 and approximately 25 people attended. Birdfeeders were made by upcycling old coffee cups, teacups, punch glasses and other glassware into birdfeeders filled with a suet made from Crisco/lard, birdseed, nuts and dried fruits.
- Also on Jan 10 was our kickoff for the Great Backyard Bird Count which is happening in mid-February. Kat provided a great selection of materials related to identification, counting and documentation of bird species, as well as information on how to access the e-bird app and more resources from the Cornell Lab of Ornithology.
- The Bald Eagle nest cam planning group met to discuss our progress. A forester from City of Green Bay recently came to assess the health of the nest tree and adjacent trees, concluding that a camera could potentially be placed in the same nest as the tree. Eric G

continues to get some information on the technology, costs and work behind the nest cams from other locations in the Upper Midwest as well as the Raptor Resource Group. He also met with Wire Tech of Kaukauna to get quotes and ideas for the set up. Brad is working with KU on placement of equipment and securing permissions from the utility commission. The group volunteers will look at different websites and get ideas for the future website and user experience. We will meet again in February to discuss next steps.

- Brad was interviewed on Local 5 Live for two live spots about Eagle Days with Jordan Lamers, braving the below zero temperatures for live shots at the eagle nest site. Eric found his second calling as a mascot by donning the Eddie the Eagle costume in the background of our spot by the indoor eagle nest replica.
- Brad and Kat were featured as part of WLUK Fox 11's "Amazing America" story on Bald Eagles. Eric Peterson interviewed us about Eagle Days, facts about Eagles, and the connection of the eagle to the United States and the 250<sup>th</sup> anniversary of the founding of the nation.
- Brad was also interviewed for a spot that aired on NBC 26 about eagle days and our role as the Fox Valley Coordinator for Bald Eagle Nest Watch.
- The 14<sup>th</sup> annual Eagle Days event was a roaring success. Held on January 31<sup>st</sup> the event featured guided eagle viewing stations, kids crafts and coloring contest, a door prize raffle, food provided by Friends of 1000 Islands, and presentations by the National Eagle Center of Waubeshaw, MN and Kim Cackowski of the Kaukauna Public Library. Special thanks to KHS Key Club volunteers for their work, Friends of 1000 Islands for the food stand and sponsoring the appearance by NEC, the volunteers at the viewing stations, and staff for their hard work! Over 700 people attended the presentations alone, and we had people from all over the state in attendance, and even one visitor from Singapore!
- We had a handful of Homeschool group field trips as well as a visit from a group of high schoolers with special needs from Fundamentals. The adaptability and willingness of Kat and Brad to lean into these areas has opened up 1000 Islands and our mission to serve more groups outside of the traditional field trip groups.
- Brad has been very busy coordinating Bald Eagle Nest Watch, scouting the nest sites in the area and assigning volunteer watchers to the nests in anticipation of nesting season which begins in our area of the state between Valentine's Day and St Patrick's Day.

#### *Building and Grounds*

- Not too much to report as outdoor work has been hindered by the extreme cold weather which has gripped the area for most of the month. Eric and staff have been busy with snow removal as the result of multiple small snow and ice events. We have done our best to keep the boardwalk at least partially clear of snow and ice to maintain accessibility and put our regular trail condition reports via social media.
- We removed the old AR sand table equipment and patched and painted the wall in that area. Plans are in progress to potentially use of the space as a small reading and video nook.

- We have had a lot of eagle activity in the area and also the arrival of different duck species such as Goldeneye and Mergansers. There has been nest building activity at our bald eagle nest site.



2025 Year in  
Review

## ADMIN/FINANCE

- Received a \$421.64 endowment distribution from the Community Foundation.
- Web pages migrated to the City platform and old website retired.
- Seedling Sale, sponsored by Kaukauna Utilities
  - 444 bundles sold
  - \$5149.63 total revenue
- Friends Pancake and Porkie Breakfast served over 400 people.
- 41<sup>st</sup> annual Friends Art Fair held.
- First full year with full staff! Assistant Naturalist position was made full-time beginning in January. Maddie West was our summer intern for a second year.
- Student Volunteers Scarlett and Josephine, JET students Leider and Jaden, Co-Op Student Lilah provided ongoing service to the Center.
- Corporate groups continue to help with volunteer hours
  - Pepsi/Frito Lay
  - Ameriprise
  - Windows of Wisconsin
- Staff enjoyed a team building day at Maribel Caves
- Penni Pautz left the Committee at the end of her term and Barb Timmons has joined. Paul Van Berkel, Kathy Breitzman, and John Manion renewed their terms.
- The Committee voted to approve ordinance updates, shifting from a governance committee to an advisory committee in accordance with the Center moving from a singular department to part of the Community Enrichment Department and operating under city policies and procedures.

## BUILDING AND GROUNDS

- New siding and signage installed on Nature Center.
- Boardwalk replacement project completed, and new bridge installed at the old ZZ culvert.
- Trail X-ing signage installed and crosswalks painted at Valley Trail and Upper Woods stair crossings.
- Three Sisters Garden planted (w/KPL)
- Outagamie County Land Conservation and the City of Kaukauna have partnered for an erosion and streambank remediation project in the Kayak Launch Trail area to the Hoersch Trail Area. A grant of \$200,000 was awarded through the Great Lakes Commission and the City has budgeted \$100,000 to remediate gully erosion, the Fox River streambank, and update trails. Work is tentatively scheduled to begin in 2027 and run through 2029.
- A Mud Kitchen was installed in the recreation area near the nature center, as was the refurbished wingspan display.



## EDUCATION

- New/Revived Programs
  - Junior Naturalist
  - Plein Air Painting
  - Hike w/ Naturalist
  - Community Campfires
  - Pollinator Trivia Pizza Party
  - Earth Day Celebration
  - Owl Facts with Ann & Fran
  - Haunted Trail (w/ KPL)
  - Grounded and Resilient Meditation with Becky Mc Morrow
  - Geocaching for Treats
- Display upgrades and changes
  - Bird display
  - Runoff Display
  - AR Sandtable retired
  - Toddler Area Upgrades
  - Resource Book Library installed
- Added 30 new nets to our supply for Crayfishing. Cost remains free to the public, organized groups will be asked to pay \$3 per student for use without booking a field trip.
- “Snakeman” Steve Keller passed away shortly after hosting our World Snake Day program. His memorial service was held at the Center and donations were directed to the Center.
- Our beloved long-time friend Jabber the Parrot passed away in November. The community was able to memorialize him at the Center, and a memorial collection was taken with the funds split between J&R Aquatics and Wildlife of Wisconsin.
- Focus on the Fox was reimagined from a one day event to multiple programs throughout the month to celebrate World Rivers Day and our own Fox River.

- The Kaukauna Goats program continues to be as popular as ever, providing a great connection between the Center and community with education and volunteer opportunities, while also providing a valuable service to eliminate invasive plants.
- Eagle Days is one of the most popular programs that we have and continues to grow. We continue to partner with the National Eagle Center to bring their live eagle ambassador program and welcomed Native American Outreach Coordinator Kim Cackowski from KPL to present.

Item 8.b.

## BY THE NUMBERS (Field Trips, Groups and Public Programs)

Year	2023	2024	2025
Total Usage	13,493	14,636	14,467



# VESTIBULE RENOVATION FOR: 1000 ISLANDS ENVIRONMENTAL CENTER

1000 BEAULIEU CT, KAUKAUNA, WI 54130

## SHEET INDEX

SHEET NO.		SHEET DESCRIPTION	ISSUED FOR BIDDING
GENERAL			
G001	TITLE SHEET	X	SEPTEMBER 5, 2025
ARCHITECTURAL			
A001	ARCHITECTURAL SPECIFICATIONS	X	
A002	ARCHITECTURAL SPECIFICATIONS	X	
A111	FIRST FLOOR DEMOLITION PLAN	X	
A211	FIRST FLOOR PLAN & DOOR INFORMATION	X	

## PROJECT LOCATION MAP



## DESIGN TEAM

### ARCHITECTURAL

McMAHON  
1445 McMAHON DRIVE  
NEENAH, WI 54956  
(920) 751-4200  
PROJECT MANAGER: KEVIN CHEVALIER  
E-MAIL: kchevalier@mcmgrp.com

**McMAHON**  
ENGINEERS ARCHITECTS  
McMAHON ASSOCIATES INC.  
1445 McMAHON DRIVE, NEENAH, WI 54956  
Mailing: P.O. BOX 1125, NEENAH, WI 54967-1125  
Tel: (920) 751-4200 Fax: (920) 751-4284  
www.mcmgrp.com

VESTIBULE RENOVATION FOR:  
1000 ISLANDS ENVIRONMENTAL CENTER  
1000 BEAULIEU CT, KAUKAUNA, WI 54130  
TITLE SHEET

DESIGNED  
KJC  
DRAWN  
KLS

PROJECT NO.  
00609 062500132

DATE  
SEPTEMBER 5, 2025

SHEET NO.  
G001

IMPORTANT NOTICE: THE DRAWINGS AND THE SPECIFICATIONS TOGETHER REPRESENT THE CONSTRUCTION DOCUMENTS, AND AS SUCH, MUST BE USED TOGETHER AS THE BASIS OF DESIGN. THE CONTRACTOR IS SPECIFICALLY INSTRUCTED NOT TO LIMIT THEIR UNDERSTANDING OF THE SCOPE OF THIS PROJECT BASED UPON THE SPECIFICATIONS INDEX. THE CONTRACTOR IS RESPONSIBLE TO REVIEW ALL INFORMATION IN BOTH THE DRAWINGS AND SPECIFICATIONS, AND IS THEREFORE, REQUIRED TO PROVIDE ALL DEFINED, AND REASONABLY IMPLIED, SCOPE OF WORK NO MATTER WHERE IT APPEARS IN THE CONSTRUCTION DOCUMENTS. IN ADDITION, THE CONTRACTOR IS TO REVIEW ANY FORMALLY PROVIDED MODIFICATIONS, CLARIFICATIONS, ADDENDUMS AND/OR OTHER INFORMATION AND INCORPORATE THAT INFORMATION INTO THE CONTRACTOR'S UNDERSTANDING OF THE SCOPE OF THE PROJECT.

DIVISION 02 - EXISTING CONDITIONS	
SECTION 02 41 00	
DEMOLITION	
PART 1 GENERAL	
1.1	SECTION INCLUDES
A.	Selective demolition of building elements for alteration purposes.
PART 2 PRODUCTS	
PART 3 EXECUTION	
3.1	DEMOLITION
A.	Remove portions of existing buildings as shown on the drawings.
3.2	GENERAL PROCEDURES AND PROJECT CONDITIONS
A.	Comply with applicable codes and regulations for demolition operations and safety of adjacent structures and the public.
1.	Obtain required permits.
2.	Provide, erect, and maintain temporary barriers and security devices.
3.	Use physical barriers to prevent access to areas that could be hazardous to workers or the public.
B.	Do not begin removal until receipt of notification to proceed from Owner.
C.	Hazardous Materials:
1.	If hazardous materials are discovered during removal operations, stop work and notify Architect and Owner; hazardous materials include regulated asbestos containing materials, lead, PCBs, and mercury.
3.3	SELECTIVE DEMOLITION FOR ALTERATIONS
A.	Existing construction and utilities indicated on drawings are based on casual field observation and existing record documents only.
1.	Report discrepancies to Architect before disturbing existing installation.
B.	Remove existing work as indicated and required to accomplish new work.
C.	Protect existing work to remain.
1.	Perform cutting to accomplish removal work neatly and as specified for cutting new work.
2.	Repair adjacent construction and finishes damaged during removal work.
3.	Patch to match new work.
3.4	DEBRIS AND WASTE REMOVAL
A.	Remove debris, junk, and trash from site.
B.	Leave site in clean condition, ready for subsequent work.

DIVISION 03 - CONCRETE	
SECTION 03 54 00	
CAST UNDERLAYMENT	
PART 1 GENERAL	
PART 2 PRODUCTS	
2.1	MANUFACTURERS
A.	Cementitious Underlayment:
1.	ARDEX Engineered Cements; ARDEX V 1200 with ARDEX P51 Primer: www.ardexamericas.com/#sle.
2.	Custom Building Products; CL-150 Self-Leveling Underlayment: www.custombuildingproducts.com/#sle.
3.	H.B. Fuller Construction Products, Inc; TEC Level Set 500 HF Self-Leveling Underlayment with TEC Multipurpose Primer: www.tecspecialty.com/#sle.
4.	LATICRETE International, Inc; LATICRETE NXT Level Plus with NXT Primer: www.laticrete.com/#sle.
5.	Stauf USA LLC; SLC-540 Self Leveling Compound: www.staufusa.com/#sle.
6.	W. R. Meadows, Inc; Floor-Top STG: www.wrmeadows.com/#sle.
2.2	MATERIALS
A.	Cementitious Underlayment: Blended cement mix, that when mixed with water in accordance with manufacturer's directions will produce self-leveling underlayment with the following properties:
1.	Compressive Strength: Minimum 4500 pounds per square inch after 28 days, tested per ASTM C109/C109M.
2.	Flexural Strength: Minimum 1000 psi after 28 days, tested per ASTM C348.
3.	Density: 125 pounds per cubic foot, nominal.
4.	Final Set Time: 1-1/2 to 2 hours, maximum.
5.	Thickness: Capable of thicknesses from feather edge to maximum 3-1/2 inch.
6.	Surface Burning Characteristics: Flame spread/Smoke developed index of 0/0 in accordance with ASTM E84.
B.	Primer: Manufacturer's recommended type.
C.	Joint and Crack Filler: Latex based filler, as recommended by manufacturer.
PART 3 EXECUTION	
3.1	APPLICATION
A.	Pump or pour material onto substrate. Do not retemper or add water.
B.	Place to indicated thickness, with top surface level to 1/8 inch in 10 ft.
3.2	CURING
A.	Air cure in accordance with manufacturer's instructions.

DIVISION 06 - WOOD, PLASTICS, AND COMPOSITES	
SECTION 06 10 00	
ROUGH CARPENTRY	
PART 1 GENERAL	
PART 2 PRODUCTS	
2.1	GENERAL REQUIREMENTS
A.	Dimension Lumber: Comply with PS 20 and requirements of specified grading agencies.
1.	Species: Spruce-Pine-Fir (South), unless otherwise indicated.
2.	Grading Agency: Any grading agency whose rules are approved by the Board of Review, American Lumber Standard Committee (www.aslc.org) and who provides grading service for the species and grade specified; provide lumber stamped with grade mark unless otherwise indicated.
2.2	DIMENSION LUMBER FOR CONCEALED APPLICATIONS
A.	Sizes: Nominal sizes as indicated on drawings, S4S.
B.	Moisture Content: S-dry or MC19.
2.3	CONSTRUCTION PANELS
A.	Wall Sheathing: Plywood, PS 1, Grade A-D exposure 1..
2.4	ACCESSORIES
A.	Fasteners and Anchors:
1.	Metal and Finish: Hot-dipped galvanized steel complying with ASTM A153/A153M for high humidity and preservative-treated wood locations, unfinished steel elsewhere.
2.	Drywall Screws: Bugle head, hardened steel, power driven type, length three times thickness of sheathing.
PART 3 EXECUTION	
3.1	INSTALLATION OF CONSTRUCTION PANELS
A.	Wall Sheathing: Secure with long dimension perpendicular to wall studs, with ends over firm bearing and staggered, using nails or screws.

DIVISION 07 - THERMAL AND MOISTURE PROTECTION	
SECTION 07 21 00	
THERMAL INSULATION	
PART 1 GENERAL	
PART 2 PRODUCTS	
2.1	APPLICATIONS
A.	Insulation in Wood Framed Walls: Batt insulation with separate vapor retarder.
2.2	MINERAL FIBER BLANKET INSULATION MATERIALS
A.	Flexible Glass Fiber Blanket Thermal Insulation: Preformed insulation, complying with ASTM C665; friction fit.
1.	Flame Spread Index: 25 or less, when tested in accordance with ASTM E84.
2.	Smoke Developed Index: 50 or less, when tested in accordance with ASTM E84.
3.	Combustibility: Non-combustible, when tested in accordance with ASTM E136.
4.	Thickness: Same as stud wall cavity.
5.	Facing: Unfaced.
2.3	ACCESSORIES
A.	Sheet Vapor Retarder: clear polyethylene film for above grade application, 3 mil, 0.003 inch thick.
B.	Flashing Tape: Special reinforced film with high performance adhesive.
1.	Application: Window and door opening flashing tape.
PART 3 EXECUTION	
3.1	BATT INSTALLATION
A.	Install insulation and vapor retarder in accordance with manufacturer's instructions.
B.	Install in exterior wall spaces without gaps or voids. Do not compress insulation.

SECTION 07 25 00	
WEATHER BARRIERS	
PART 1 GENERAL	
PART 2 PRODUCTS	
2.1	WEATHER BARRIER ASSEMBLIES
A.	Air Barrier:
1.	On outside surface of sheathing of exterior walls use air barrier sheet, mechanically fastened type.
2.2	AIR BARRIER MATERIALS (WATER VAPOR PERMEABLE AND WATER-RESISTIVE)
A.	Air Barrier Sheet, Mechanically Fastened:
1.	Air Permeance: 0.004 cubic feet per minute per square foot, maximum, when tested in accordance with ASTM E2178.
2.	Water Vapor Permeance: 5 perms, minimum, when tested in accordance with ASTM E96/E96M Procedure A (Desiccant Method) at 73.4 degrees F.
3.	Seam and Perimeter Tape: Polyethylene self adhering type, mesh reinforced, 2 inches wide, compatible with sheet material; unless otherwise specified.
4.	Manufacturers:
a.	DuPont Building Innovations; Tyvek Commercial Wrap D with Tyvek Tape: www.dupont.com/#sle.
2.3	ACCESSORIES
A.	Sealants, Tapes, and Accessories for Sealing Weather Barrier and Sealing Weather Barrier to Adjacent Substrates: As specified or as recommended by weather barrier manufacturer.
PART 3 EXECUTION	
3.1	INSTALLATION
A.	Air Barriers: Install continuous air tight barrier over surfaces indicated, with sealed seams and with sealed joints to adjacent surfaces.
B.	Mechanically Fastened Sheets - On Exterior:
1.	Install sheets shingle-fashion to shed water, with seams generally horizontal.
2.	Overlap seams as recommended by manufacturer but at least 6 inches.
3.	Overlap at outside and inside corners as recommended by manufacturer but at least 12 inches.
4.	Attach to framed construction with fasteners extending through sheathing into framing. Space fasteners at 12 to 18 inches on center along each framing member supporting sheathing.
5.	Install air barrier and vapor retarder UNDER jamb flashings.
6.	Install head flashings under weather barrier.
7.	At openings to be filled with frames having nailing flanges, wrap excess sheet into opening; at head, seal sheet over flange and flashing.

SECTION 07 92 00	
JOINT SEALANTS	
PART 1 GENERAL	
PART 2 SUBMITTALS	
A.	Product Data for Sealants: Submit manufacturer's technical data sheets for each product to be used.
1.	Physical characteristics, including movement capability, VOC content, hardness, cure time, and color availability.
B.	Color Cards for Selection: Where sealant color is not specified, submit manufacturer's color cards showing standard colors available for selection.
PART 2 PRODUCTS	
2.1	MANUFACTURERS
A.	Non-Sag Sealants: Permits application in joints on vertical surfaces without sagging or slumping.
1.	Dow Chemical Company: consumer.dow.com/en-us/industry/ind-building-construction.html/#sle.
2.	Master Builders Solutions by BASF: www.master-builders-solutions.us/en-us/#sle.
3.	Momentive Performance Materials, Inc (formerly GE Silicones): www.momentive.com/#sle.
4.	Pecora Corporation: www.pecora.com/#sle.
5.	Sika Corporation: www.usa.sika.com/#sle.
6.	Tremco Commercial Sealants & Waterproofing: www.tremcoscalants.com/#sle.
7.	W.R. Meadows, Inc: www.wrmeadows.com/#sle.
2.3	ACCESSORIES
A.	Sheet Vapor Retarder: clear polyethylene film for above grade application, 3 mil, 0.003 inch thick.
B.	Flashing Tape: Special reinforced film with high performance adhesive.
1.	Application: Window and door opening flashing tape.
PART 3 EXECUTION	
3.1	BATT INSTALLATION
A.	Install insulation and vapor retarder in accordance with manufacturer's instructions.
B.	Install in exterior wall spaces without gaps or voids. Do not compress insulation.

b.	Model 1 - Full Flush.
c.	Door Face Metal Thickness: 18 gage, 0.042 inch, minimum.
d.	Zinc Coating: A60/ZF180 galvannealed coating; ASTM A653/A653M.
2.	Door Thickness: 1-3/4 inch, nominal.
3.	Door Finish: Factory primed and field finished.
2.4	HOLLOW METAL FRAMES
A.	Comply with standards and/or custom guidelines as indicated for corresponding door in accordance with applicable door frame requirements.
B.	Frame Finish: Factory primed and field finished.
C.	Exterior Door Frames: Face welded type.
1.	Galvanizing: Components hot-dipped zinc-iron alloy-coated (galvannealed) in accordance with ASTM A653/A653M, with A40/ZF120 coating.
2.	Frame Metal Thickness: 16 gage, 0.053 inch, minimum.
D.	Interior Door Frames, Non-Fire Rated: Face welded type.
1.	Frame Metal Thickness: 16 gage, 0.053 inch, minimum.
2.	Frame Finish: Factory primed and field finished.
2.5	ACCESSORIES
A.	Glazing: One inch thick clear insulated glass. Fully Tempered, factory installed.
B.	Removable Stops: Formed sheet steel, mitered or butted corners; prepared for countersink style tamper proof screws.
C.	Silencers: Resilient rubber, fitted into drilled hole; provide three on strike side of single door, three on center mullion of pairs, and two on head of pairs without center mullions.
D.	Temporary Frame Spreaders: Provide for factory- or shop-assembled frames.
PART 3 EXECUTION	
3.1	INSTALLATION
A.	Install doors and frames in accordance with manufacturer's instructions and related requirements of specified door and frame standards or custom guidelines indicated.
3.2	ADJUSTING
A.	Adjust for smooth and balanced door movement.

SECTION 08 71 00  
DOOR HARDWARE

PART 1 GENERAL

PART 2 PRODUCTS

PART 3 EXECUTION

PART 4 CONTROLLERS, ACTUATORS, AND SAFETY DEVICES

PART 5 ELECTRICAL CHARACTERISTICS AND COMPONENTS

PART 6 FINISHES

PART 7 CONTROLLER, ACTUATOR, AND SAFETY DEVICES

PART 8 ELECTRICAL CHARACTERISTICS AND COMPONENTS

PART 9 FINISHES

PART 10 CONTROLLER, ACTUATOR, AND SAFETY DEVICES

PART 11 ELECTRICAL CHARACTERISTICS AND COMPONENTS

PART 12 FINISHES

PART 13 CONTROLLER, ACTUATOR, AND SAFETY DEVICES

PART 14 ELECTRICAL CHARACTERISTICS AND COMPONENTS

PART 15 FINISHES

PART 16 CONTROLLER, ACTU

B. Verification Samples: Submit two samples, 4 by 4 inch in size illustrating color and pattern for each resilient flooring product specified.

**PART 2 PRODUCTS**

**2.1 RESILIENT TILE FLOORING**

A. Luxury Vinyl Plank and Tile: Owner provided.

**2.2 ACCESSORIES**

A. Moldings, Transition and Edge Strips: Same material as flooring.  
 B. Adhesive for Vinyl Flooring:  
   1. Manufacturers:  
     a. Stauf USA, LLC; D737 High-Tack: [www.staufusa.com](http://www.staufusa.com).  
     b. TEC, an H.B. Fuller Construction Products Brand; TEC Roll Fast Vinyl Flooring Adhesive: [www.tecspecialty.com](http://www.tecspecialty.com).

**PART 3 EXECUTION**

**3.1 EXAMINATION**

A. Acceptance of Conditions: Carefully examine all installation areas with installer/applicator present, for compliance with requirements affecting work performance.  
   1. Verify that field measurements, product, adhesives, substrates, surfaces, structural support, tolerances, levelness, temperature, humidity, moisture content level, pH, cleanliness and other conditions are as required by the manufacturer, and ready to receive work.

**3.2 INSTALLATION**

A. Installation per manufacturer's written instructions and as follows:  
   1. Follow layout and ensure installation reference lines are square.  
   2. Field tiles shall be installed with directional arrows on back aligned in the same direction, or may be installed in quarter-turned fashion.  
   3. Check cartons for and do not mix dye lots.  
   4. Expansion Joints: Locate expansion, isolation, and other moving joints prior to installation.  
   5. Adhesives: Adhere flooring to substrate using the full spread method resulting in a completed installation without gaps, voids, raised edges, bubbles or any other surface imperfections.

**SECTION 09 91 23**  
**PAINTING**

**PART 1 GENERAL**

**1.1 SECTION INCLUDES**  
 A. Scope: Finish interior surfaces exposed to view, unless fully factory-finished

**PART 2 PRODUCTS**

**2.1 MANUFACTURERS**

A. Paints:  
   1. Diamond Vogel Paints: [www.diamondvogel.com/#sle](http://www.diamondvogel.com/#sle).  
   2. Pittsburgh Paints: [www.ppgpaints.com/#sle](http://www.ppgpaints.com/#sle).  
   3. Sherwin-Williams Company: [www.sherwin-williams.com/#sle](http://www.sherwin-williams.com/#sle).

**PART 3 EXECUTION**

**3.1 APPLICATION**

A. Apply products in accordance with manufacturer's written instructions.  
 B. Where adjacent sealant is to be painted, do not apply finish coats until sealant is applied.  
 C. Do not apply finishes to surfaces that are not dry. Allow applied coats to dry before next coat is applied.  
 D. Reinstall electrical cover plates, hardware, light fixture trim, escutcheons, and fittings removed prior to finishing.

**3.2 CLEANING**

A. Collect waste material that could constitute a fire hazard, place in closed metal containers, and remove daily from site.

**3.3 SCHEDULE**

A. Ferrous Metal - Acrylic  
   1. Preparation SSP SP03  
   2. 1 coat PPG Pitt-Tech Plus DTM Primer/Finish (4020 Series) 2 mils/ct  
   3. 2 coats PPG Pitt-Tech Plus DTM Gloss Enamel (90-1310 Series) 1.5 mils/ct  
 B. Gypsum Board  
   1. 1 coat PPG Speedhide Interior Quick-Drying Latex Sealer (6-2) 1 mil/ct  
   2. 2 coats PPG Speedhide Interior Eggshell Latex Enamel (6-411 Series) 1.6 mils/ct

**3.4 INTERIOR ITEMS TO RECEIVE PAINT:**

A. Metal Doors (interior and exterior)  
 B. Metal Frames (interior and exterior)  
 C. Gypsum Board

**1000 ISLANDS ENVIRONMENTAL CENTER**  
**00609-06-25-00132**

<b>SET NO.</b>	<b>1</b>	<b>DOORS:</b>	<b>100</b>
	4	Hinge	BBE4
	1	Cylindrical Lock	LNT
	1	Closer	CR36
	1	Gasket	G
	1	Door Sweep	DS
	1	Threshold	TE
	1	Kick Plate	KP-1

<b>SET NO.</b>	<b>2</b>	<b>DOORS:</b>	<b>100A</b>
	4	Hinge	BB3
	1	Cylindrical Lock	LPS
	1	Closer	CR36
	1	Kick Plate	KP-1
	1	Wall Stop	VS
	3	Silencer	S

**McMAHON**  
**ENGINEERS ARCHITECTS**

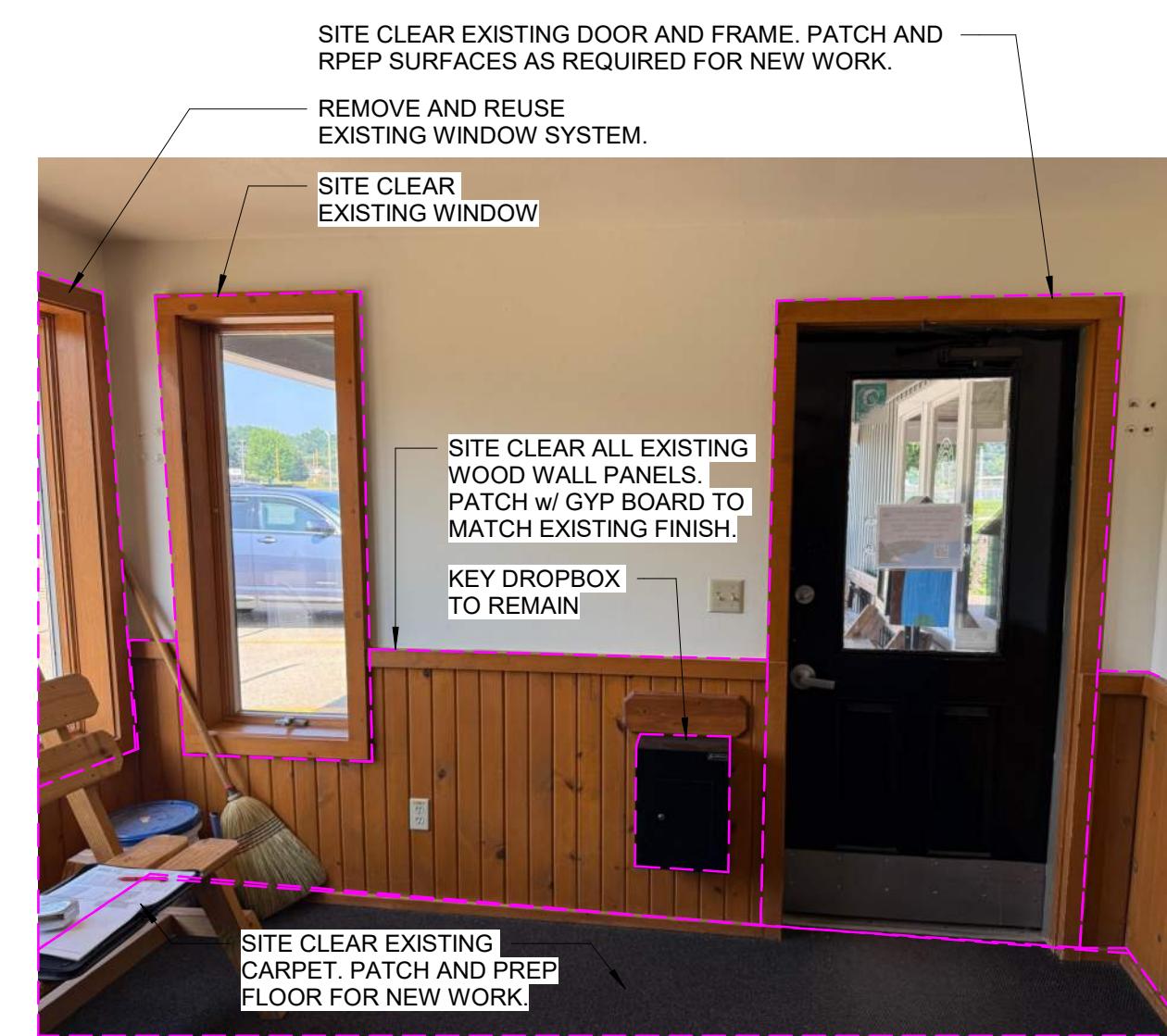
McMAHON ASSOCIATES, INC.  
 1445 McMAHON DRIVE, NEENAH, WI 54956  
 Mailing to: 1000 BEAULIEU CT, KAUKAUNA, WI 54130  
 Tel: (920) 757-4200 Fax: (920) 757-4284  
[www.mcmgrp.com](http://www.mcmgrp.com)

**VESTIBULE RENOVATION FOR:**  
**1000 ISLANDS ENVIRONMENTAL CENTER**  
**1000 BEAULIEU CT, KAUKAUNA, WI 54130**  
**ARCHITECTURAL SPECIFICATIONS**

DESIGNED  
KJC  
DRAWN  
DUR  
PROJECT NO.  
00609 062500132  
DATE  
SEPTEMBER 5, 2025  
SHEET NO.  
A002



DEMO PHOTO 1



DEMO PHOTO 2



DEMO PHOTO 3



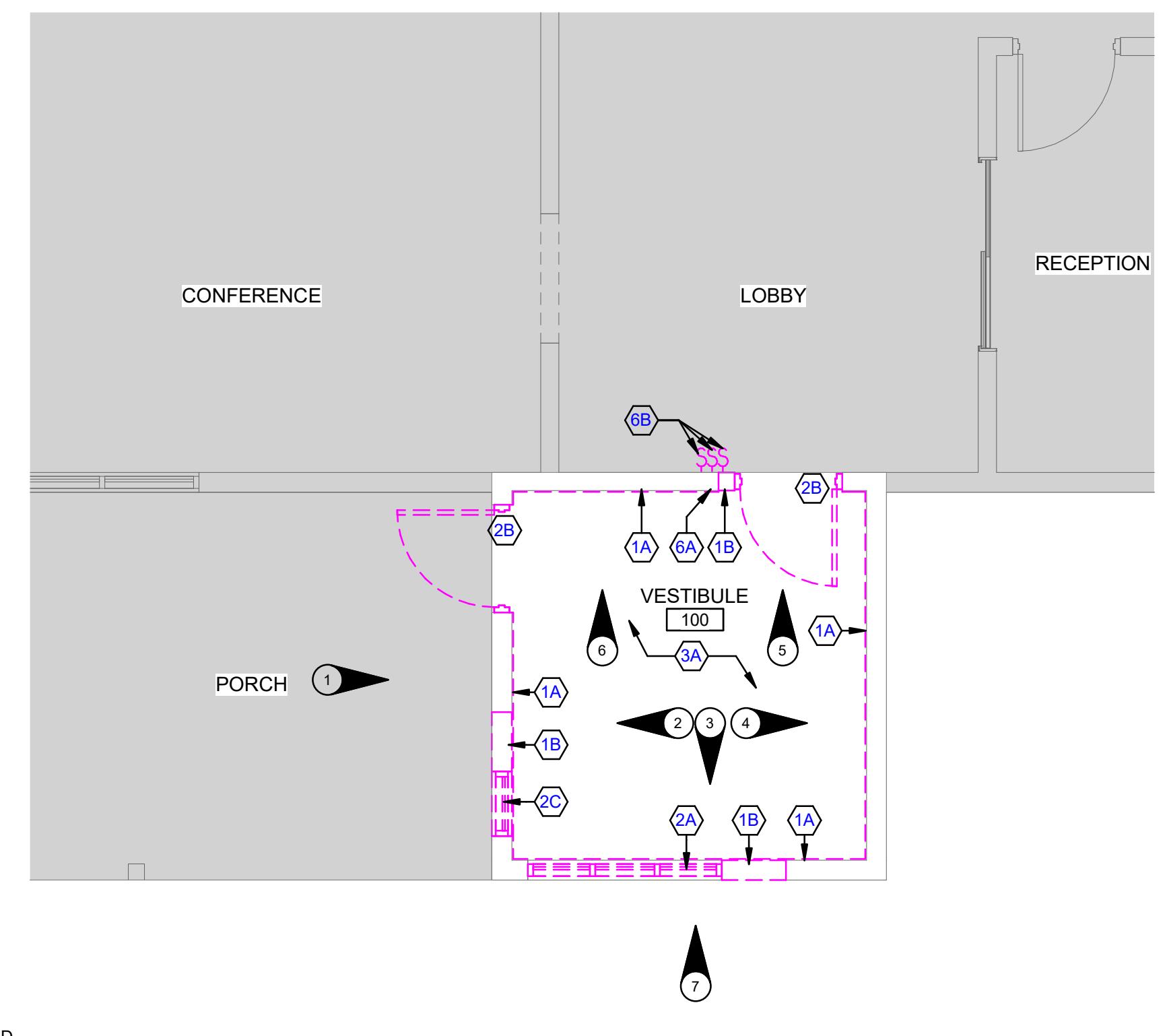
DEMO PHOTO 4



DEMO PHOTO 5



DEMO PHOTO 6



FIRST FLOOR DEMOLITION PLAN

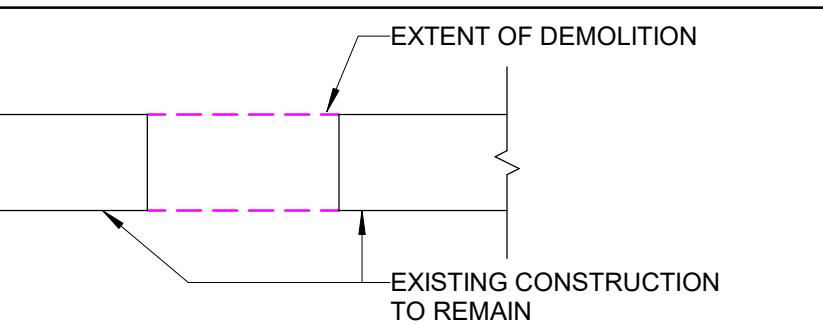
1/4" = 1'-0"



## GENERAL DEMOLITION NOTES

- EXISTING BUILDING HAS BEEN SHOWN ACCORDING TO ORIGINAL BUILDING PLANS, FIELD NOTES AND MEASUREMENTS. EXISTING CONDITIONS AND DIMENSIONS SHALL BE FIELD VERIFIED BY CONTRACTORS AND DISCREPANCIES REPORTED TO THE ARCHITECT.
- DASHED LINES INDICATE EXISTING WALLS, DOORS, WINDOWS & FIXTURES TO BE REMOVED.
- EXISTING WALLS, PARTITIONS, FLOOR LINES, DOORS AND FRAMES THAT REMAIN ARE SHOWN IN CONTINUOUS LINE WEIGHT. THESE AND EXISTING FLOOR AND WALL FINISHES THAT ARE SCHEDULED TO REMAIN SHALL BE PROTECTED FROM DAMAGE DURING DEMOLITION AND CONSTRUCTION.
- WHERE WALLS OR PARTITIONS ARE INDICATED TO BE REMOVED, REMOVE ENTIRE WALL OR PARTITION AS WELL AS DUCTS, PIPING, CONDUITS AND OTHER ELEMENTS IN OR ON THEM WHICH MAY OR MAY NOT BE SPECIFICALLY IDENTIFIED, UNLESS OTHERWISE NOTED. PATCH EXISTING ADJACENT CONSTRUCTION THAT IS TO REMAIN WHERE APPlicable.
- THE OWNER SHALL HAVE FIRST RIGHT OF REFUSAL ON ALL DOORS, HARDWARE, FIXTURES AND EQUIPMENT BEING REMOVED DURING DEMOLITION. COORDINATE WITH OWNER ALL EQUIPMENT TO BE SALVAGED AND/OR REUSED ON THE PROJECT.
- EXISTING FINISHES TO BE REMOVED SHALL HAVE THE ORIGINAL SUBSTRATE PREPARED TO RECEIVE NEW FINISHES.
- MANTAIN AND PROTECT EXISTING UTILITY SERVICES TO REMAIN AND/OR TO BE OPERATIONAL DURING DEMOLITION AND CONSTRUCTION.
- ALL FIELD VERIFICATION FOR MECHANICAL & ELECTRICAL DEMOLITION IS THE CONTRACTOR'S RESPONSIBILITY.
- SCOPE OF DEMOLITION AND REMOVAL WORK SHALL NOT BE LIMITED BY THESE DRAWINGS BUT SHALL INCLUDE ANY AND ALL WORK NECESSARY TO FACILITATE NEW CONSTRUCTION.
- CONTRACTOR TO PROTECT AREAS ADJACENT TO DEMOLITION DURING CONSTRUCTION.
- PROVIDE DUST CONTROL BETWEEN CONSTRUCTION AREAS AND OCCUPIED AREAS AT ALL TIMES. SEE SPECIFICATIONS FOR ADDITIONAL INFORMATION.
- DEMOLITION WORK PERFORMED THAT IS NOT REQUIRED FOR NEW CONSTRUCTION IS TO BE REPLACED AT NO CHARGE TO THE OWNER.
- ALL SHUTDOWNS OF MECHANICAL, FIRE ALARM AND/OR ELECTRICAL SYSTEMS SHALL BE COORDINATED WITH OWNER.
- CONTRACTOR TO COORDINATE DEMOLITION WORK WITH NEW CONSTRUCTION AS SHOWN ON DRAWINGS. REPORT ANY CONFLICTS TO THE ARCHITECT BEFORE DEMOLITION WORK BEGINS.
- SEQUENCE OF DEMOLITION WORK TO BE COORDINATED WITH NEW CONSTRUCTION.

## GENERAL DEMOLITION LEGEND



## (X) KEYED DEMOLITION NOTES

## DEMO WALLS

1A SITE CLEAR EXISTING WOOD WALL PANELS. PATCH w/ GYP BOARD TO MATCH EXISTING FINISH.  
1B SITE CLEAR PORTION OF WALL. PATCH AND PREP SURFACES AS REQUIRED FOR NEW WORK.

## DEMO OPENINGS

2A REMOVE AND REUSE EXISTING WINDOW SYSTEM.  
2B SITE CLEAR EXISTING DOOR AND FRAME. PATCH AND PREP SURFACES AS REQUIRED FOR NEW WORK.  
2C SITE CLEAR EXISTING WINDOW.

## DEMO FLOORS

3A SITE CLEAR EXISTING CARPET. PATCH AND PREP FLOOR FOR NEW WORK.

## DEMO MISC

6A REMOVE HAND EXISTING SANITIZER DISPENSER AND TURN OVER TO OWNER.  
6B REMOVE LIGHT SWITCHES (BY OTHERS)

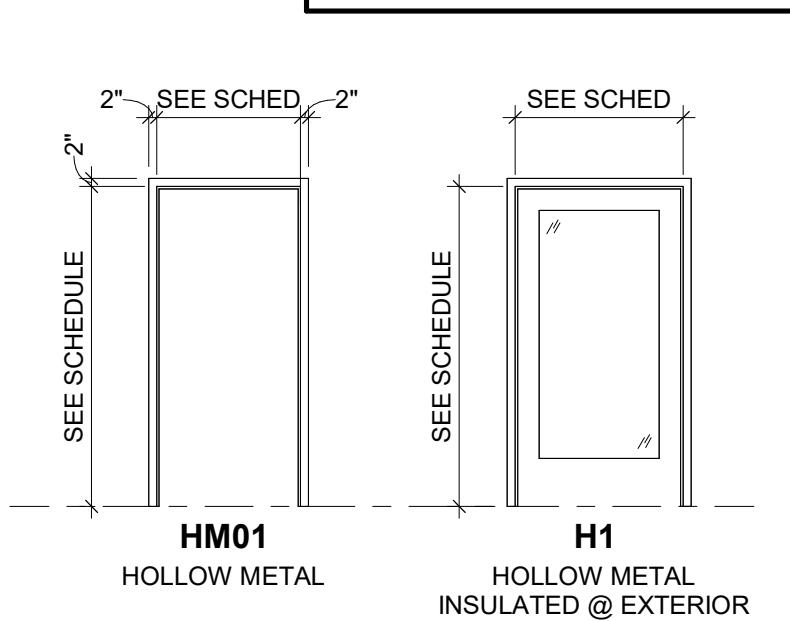


DEMO PHOTO 7

DOOR SCHEDULE									
DOOR NUMBER	LEAF QTY	OPENING SIZE			DOOR TYPE	FRAME TYPE	FIRE RATING	DETAILS (A211)	COMMENTS
		WIDTH	DOOR HEIGHT	THICKNESS					
100	1	3' - 6"	6' - 8"	1 3/4"	H1	HM01	0 HR	1	WOOD TRIM AT INTERIOR HEAD AND JAMB TO MATCH EXISTING
100A	1	3' - 6"	6' - 8"	1 3/4"	H1	HM01	0 HR		WOOD TRIM AT INTERIOR HEAD AND JAMB TO MATCH EXISTING

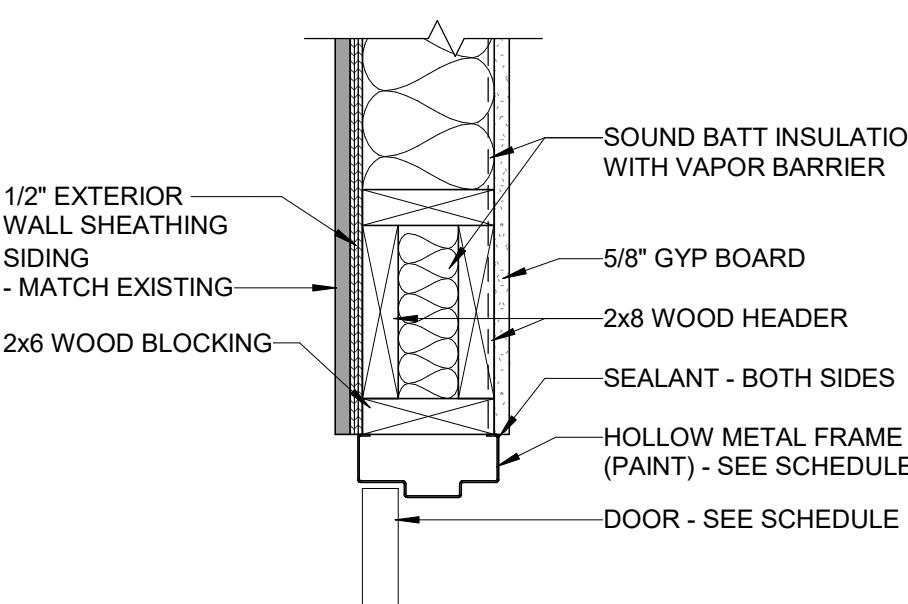
## DOOR AND FRAME ELEVATIONS

"S" INDICATES LOCATION OF SAFETY  
GLAZING MEETING THE  
REQUIREMENTS OF IBC SECTION 2406.

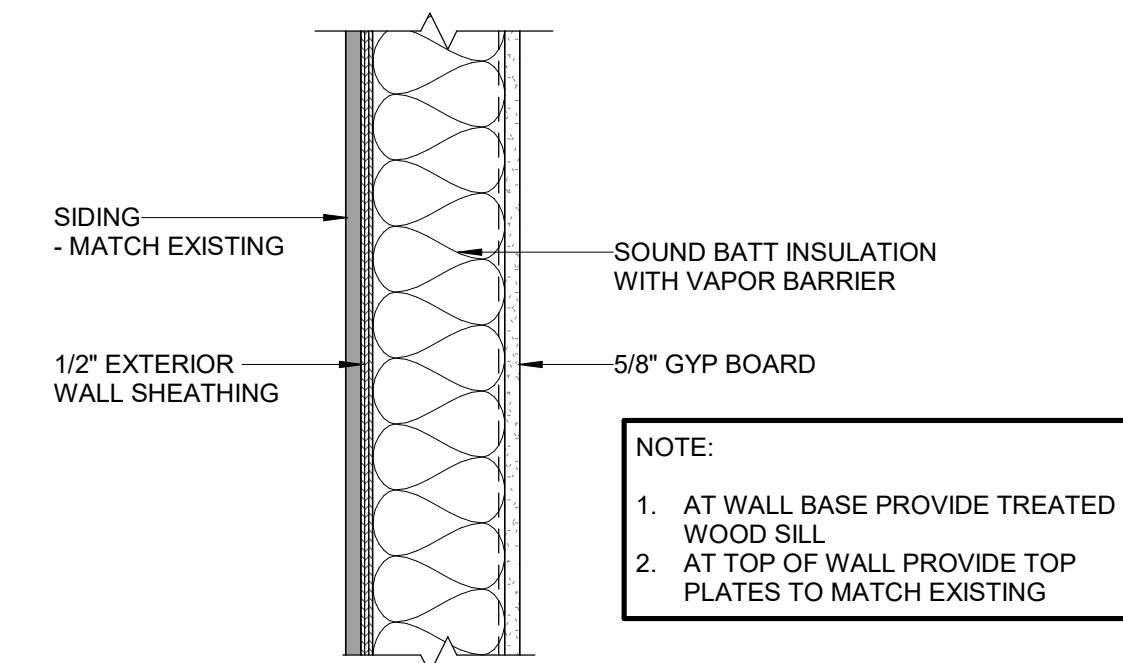


## DOOR HARDWARE

<b><u>SET NO.</u></b>	<b>1</b>	<b><u>DOORS:</u></b>	<b>100</b>
	4	Hinge	BBE4
	1	Cylindrical Lock	LNT
	1	Closer	CR36
	1	Gasket	G
	1	Door Sweep	DS
	1	Threshold	TE
	1	Kick Plate	KP-1
<b><u>SET NO.</u></b>	<b>2</b>	<b><u>DOORS:</u></b>	<b>100A</b>
	4	Hinge	BB3
	1	Cylindrical Lock	LPS
	1	Closer	CR36
	1	Kick Plate	KP-1
	1	Wall Stop	WS
	3	Silencer	S



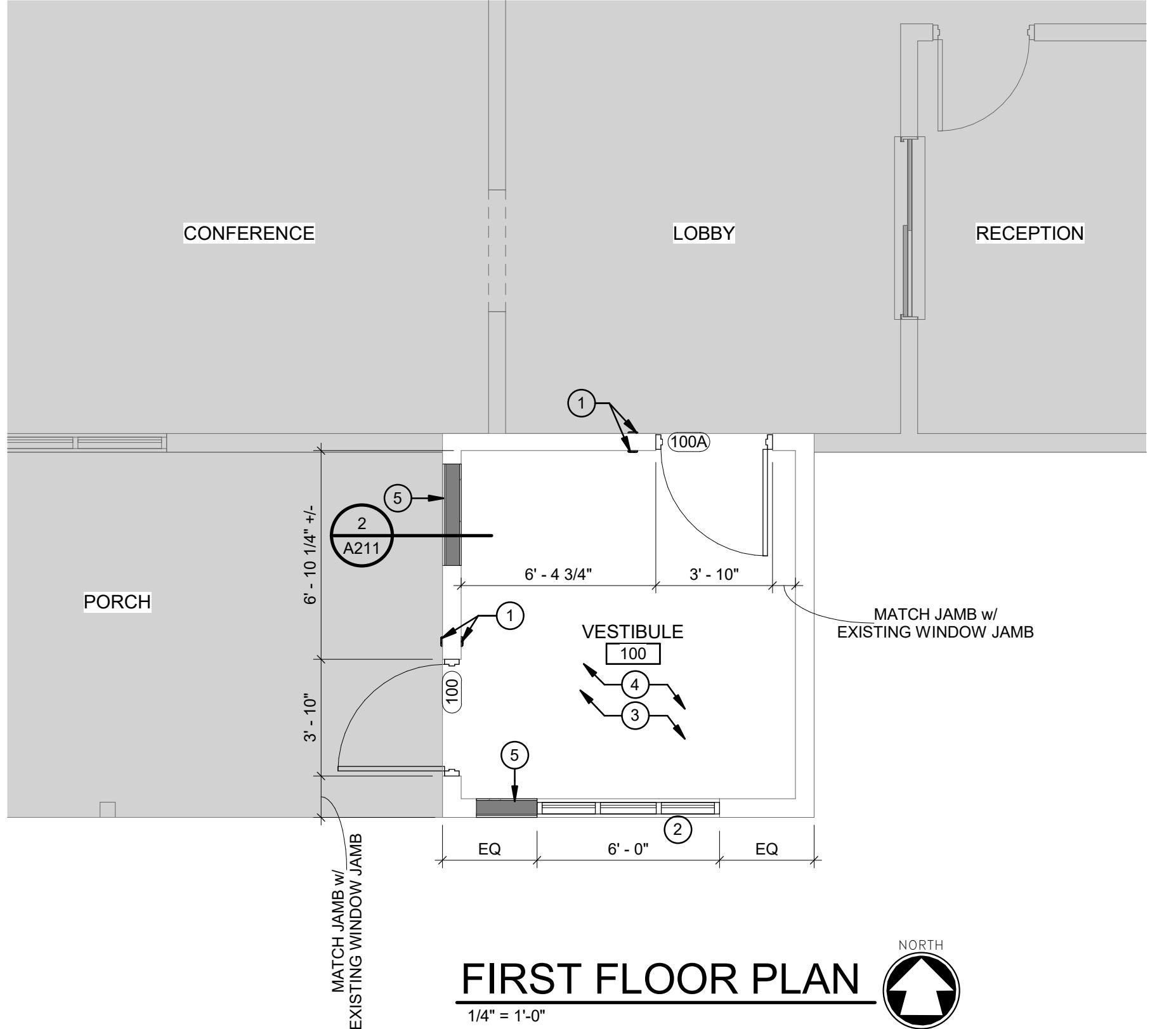
**DOOR HEAD**  
1  
A211 1 1/2" = 1'-0"





# INFILL WALL DETAIL

A211 1 1/2" = 1'-0"



## **FIRST FLOOR PLA**

A circular icon with a thick black border. Inside the circle is a white arrow pointing upwards, representing the cardinal direction North.

## GENERAL PLAN NOTES

DO NOT SCALE FROM DRAWINGS. BRING ANY DISCREPANCIES TO THE ARCHITECT'S ATTENTION IMMEDIATELY.

COORDINATE LOCATIONS AND QUANTITY OF WORK WITH MECHANICAL, ELECTRICAL, AND PLUMBING CONTRACTORS.

ALL DIMENSIONS ARE CLEAR FROM THE FACE OF FINISHED WALL/PARTITION TO FACE OF FINISHED WALL/PARTITION OR FACE OF EXISTING WALLS ACTUAL FACE.

ALL PIPING, CONDUIT AND RELATED MECHANICAL AND ELECTRICAL ITEMS SHALL BE CONCEALED WITHIN GYPSUM BOARD FURRING AS REQUIRED IN FINISHED AREAS WHETHER SHOWN ON DRAWINGS OR NOT, UNLESS NOTED OTHERWISE.

PROVIDE BLOCKING IN WALLS WHERE WALL-MOUNTED EQUIPMENT IS SHOWN ON PLANS OR ELEVATIONS. VERIFY HEIGHT AND LENGTH WITH ACTUAL EQUIPMENT.

SHADED AREA INDICATES EXISTING BUILDING.

CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS BEFORE CONSTRUCTION.

## KEYED PLAN NOTES

NEW ADA PUSH PLATE.  
INSTALL NEW WINDOW TO MATCH EXISTING.  
VINYL BASE TO MATCH EXISTING BASE AT LOBBY.  
ADD UNDERLayment TO LEVEL FLOOR. NEW FLOOR LVT FROM OWNER'S  
ATTIC STOCK.  
INFILL WALL TO MATCH EXISTING. PROVIDE INSULATION AND VAPOR  
BARRIER.

**VESTIBULE RENOVATION FOR:**  
**1000 ISLANDS ENVIRONMENTAL CENTER**  
**1000 BEAULIEU CT, KAUKAUNA, WI 54130**  
**FIRST FLOOR PLAN & DOOR INFORMATION**

DESIGNED KJC	DRAWN KLS
PROJECT NO. 00609 062500132	
DATE SEPTEMBER 5, 2025	
SHEET NO.	
A211	

**1000 ISLANDS ENVIRONMENTAL CENTER**  
**2025-2026 COMMITTEE MEMBERS**

NAME/ADDRESS	SUB-COMMITTEE	TERM
Kathy Breitzman (Vice-Chair) 920-540-1936 flockers2@new.rr.com	Education, Building & Grounds	11/16/2027
Jennie Eggleston (City Council Rep) 920-421-9911 1st_District_Alderman2@kaukauna.gov	Admin/Finance	05/01/2026
Eric Hietpas (Friends President) 920-419-6666 hiphop104@yahoo.com	Chair: Building & Grounds	10/15/2026
Jennifer Rumbuc 920-517-0221 musclewood2@yahoo.com	Building & Grounds, Education	10/15/2027
Deb Jakel (CHAIR) 920-427-2582 djakel513@gmail.com	Building & Grounds, Education Admin/Finance	10/15/2028
John Manion Cell 920-840-5548 manion817@gmail.com	Building & Grounds	10/15/2028
Paul VanBerkel 920-949-1125 pvbesq@sbcglobal.net	Chair: Admin/Finance	10/15/2028
Charles West (School Board Rep) 920-850-4464 charleswest000@gmail.com	Admin/Finance	10/15/2026
Diane White 920-759-1018   Cell 920-419-7889 dianewhite2800@gmail.com	Admin/Finance Chair: Education	10/15/2027
Barbara Timmons barbietimmons@hotmail.com	Education	10/15/2026

Chairperson – Member of all Sub-Committees  
 Immediate Past Chairperson – Member of Admin/Finance Sub-Committee  
 Updated 1/21/26

## 1000 Islands Committees Members by Sub-Committee 2025-2026

### Admin & Finance

**Chair:** Paul VanBerkel

**Members:** Jennie Eggleston, Charles West, Diane White, Deb Jakel\*

### Building & Grounds

**Chair:** Eric Hietpas

**Members:** Kathy Breitzman, John Manion, Jennifer Rumbuc, Deb Jakel\*

### Education

**Chair:** Diane White

**Members:** Barbara Timmons, Kathy Breitzman, Jennifer Rumbuc, Deb Jakel\*

\*ex officio

Updated 1/21/26

## 1000 Islands Staff

<b>Brad Garrity</b>	920-759-5676 (Direct Line) 920-277-6980 (Cell)	<b>Naturalist</b> <a href="mailto:bgarry@kaukauna.gov">bgarry@kaukauna.gov</a>
<b>Cassandra Kohls</b>	920-766-4733 (General Number) 920-759-5674 (Direct Line)	<b>Administrative Assistant</b> <a href="mailto:ckohls@kaukauna.gov">ckohls@kaukauna.gov</a>
<b>Eric Gonnering</b>	920-759-5673 (Direct Line)	<b>Site Manager</b> <a href="mailto:egonnering@kaukauna.gov">egonnering@kaukauna.gov</a>
<b>Kat Benson</b>	920-759-5681 (Direct Line)	<b>Assistant Naturalist</b> <a href="mailto:kbenson@kaukauna.gov">kbenson@kaukauna.gov</a>