



**A G E N D A**  
**CITY OF WAUPUN COMMON COUNCIL**  
Waupun City Hall – 201 E. Main Street, Waupun WI  
Tuesday, April 08, 2025 at 6:00 PM

**VIRTUAL AND TELECONFERENCE ACCESS AVAILABLE**

**Virtually:** <https://us02web.zoom.us/j/81976994115?pwd=T0hORVFNTDFjMXV4ZGliv3A5eDI0UT09>

**Teleconference:** 312-626-6799

Meeting ID: 819 7699 4115

Passcode: 697657

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION**

**ROLL CALL**

**PERSONS WISHING TO ADDRESS COUNCIL** (2 Minutes)

*No Public Participation after this point.*

**RESOLUTIONS AND ORDINANCES:**

1. Charter Ordinance as Outlined In Municipal Code 1.02, changing Mayoral Term from 2 Years to 3 Years
2. First Reading- Ordinance to amend Chapter 6.03(2) entitled Traffic Code for placement of a stop sign at the Intersection of Moore Street and E. Franklin Street

**BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS**

**CONSIDERATION - ACTION**

3. Mayoral Veto Requiring Review of Scope of Services with VandeWalle for an Affordable Housing Strategy for the City of Waupun
4. Monthly Financial Summary Report

**DISCUSSION**

5. 2026 Budget Allocations for Volunteer/Paid on Call Staff

**CONSENT AGENDA** (Roll Call Motion)

6. License & Permit Applications; Expenses

**BOARDS, COMMITTEE AND COMMISSION MEETING MINUTES**

7. Recreation Board 9-30-24
8. Economic Development 10-30-24
9. BPW 11-12-24
10. Plan Commission 12-9-24
11. CDA 12-17-24
12. Utility Commission 1-13-25
13. Plan Commission 1-15-25
14. Economic Development 1-27-25
15. Plan Commission 1-27-25
16. Utility Commission 2-10-25
17. BPW 2-11-25
18. Plan Commission 2-19-25
19. Utility Commission 3-10-25
20. Common Council 3-11-25

- [21.](#) Library Board 3-19-25
- [22.](#) Committee of the Whole 3-25-25

**DEPARTMENT REPORTS**

- [23.](#) Police Department
- [24.](#) Fire Department
- [25.](#) Library
- [26.](#) Recreation
- [27.](#) Public Works
- 28. Utilities
- 29. Finance
- 30. City Clerk-Treasurer-HR
- [31.](#) Administrator-Economic Development

**MAYORAL CORRESPONDENCE/PRESENTATIONS**

- 32. National Public Communications Week (Fond Du lac County Dispatch) April 13-19
- 33. Municipal Treasurers Week April 14-20
- 34. National Lineman Appreciation April 18

**ADJOURNMENT**

*Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.*



## AGENDA SUMMARY SHEET

**MEETING DATE:** 4/8/25  
**AGENDA SECTION:** RESOLUTIONS AND ORDINANCES  
**PRESENTER:** Kathy Schlieve, Administrator

**TITLE:** Charter Ordinance as Outlined In Municipal Code 1.02, changing Mayoral Term from 2 Years to 3 Years

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government	N/A Unless Referendum Required	

### ISSUE SUMMARY:

WI Stat 66.09(5)(b) and 66.0101 requires a change to charter ordinance to change the mayoral term from 2 years to 3 years. The change requires a class 1 published notice prior to any action being taken. The council can initiate this action through 2/3 vote of its members. If approved, the change would be effective 60 days after approval unless the electorate files a petition to appeal with a number equal to 7% of the number of voters who voted in the last governor's race signing the petition. In this case, the charter ordinance would need to be sent to referendum and that can be done in the spring election. As an alternative, the Council can chose to send this directly to referendum in the spring. If a referendum was required in either case, any change would be effective with the seating of a mayor in April of 2028.

**UPDATE:** The attached charter ordinance has been drafted for consideration. If the council approves, we will proceed with publication per statutory requirements and present for first read at the April COW.

### STAFF RECOMENDATION:

### ATTACHMENTS:

#### **RECOMENDED MOTION:**

Motion to direct staff to proceed with Class one notification of the Charter Ordinance, changing the mayoral term from 2 to 3 years as presented, and to present the ordinance for First Reading at the April 29, 2025 Committee of the Whole meeting.

**ORDINANCE #\_\_\_**

**A CHARTER ORDINANCE TO AMEND CHAPTER ONE OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN ENTITLED "GENERAL GOVERNMENT."**

**THE COMMON COUNCIL OF THE CITY OF WAUPUN ORDAINS:**

SECTION 1: Section 1.02 of the Municipal Code of the City of Waupun entitled "Elected Officials" is amended to repeal and recreate subsection (1) as follows:

- (1) The Mayor shall be elected at the April election every third (3<sup>rd</sup>) year, and shall hold office for a 3-year term.

SECTION 2: This revised term of office shall take effect with the general election to be held in April of 2026.

SECTION 3: All ordinances or portions of ordinances in conflict with this charter ordinance are repealed.

SECTION 4: This is a charter ordinance to revise the term of office of the mayor as prescribed in Section 64.05(1) of the Wisconsin Statutes.

SECTION 5: This ordinance shall take effect 60 days after its passage and publication, unless within this time a referendum petition is filed as provided by section 66.01 of the Wisconsin Statutes, in which event this ordinance shall not take effect until submitted to a referendum and approved by a majority of the voting electors.

Adopted this \_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Rohn W. Bishop  
Mayor

ATTEST:

\_\_\_\_\_  
Angela J. Hull  
City Clerk/Treasurer

ORDINANCE NUMBER 25-

AN ORDINANCE TO AMEND CHAPTER SIX OF THE MUNICIPAL CODE OF  
THE CITY OF WAUPUN ENTITLED "TRAFFIC CODE."

THE COMMON COUNCIL OF THE CITY OF WAUPUN, DO ORDAIN:

SECTION 1: Section 6.03(2) of the Waupun Municipal code entitled "OTHER  
INTERSECTION CONTROLS" is amended to add the following subsections:

(ca) A stop sign shall be placed at the intersection of Moore St and E  
Franklin St so that traffic proceeding north on Moore St shall stop  
before entering the intersection with E Franklin St.

SECTION 2: This Ordinance shall be in full force and effect upon its passage  
and publication as provided by law.

Adopted this \_\_\_\_ day of April 2025.

---

Rohn W. Bishop  
Mayor

ATTEST:

---

Angela J. Hull  
City Clerk/Treasurer



# AGENDA SUMMARY SHEET

**MEETING DATE:** 4/8/25

**TITLE:** Mayoral Veto Requiring Review of Scope of Services with VandeWalle for an Affordable Housing Strategy for the City of Waupun

**AGENDA SECTION:** CONSIDERATION-ACTION

**PRESENTER:** Kathy Schlieve

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT
Economic Vitality	\$15,000 (Use of Restricted Affordable Housing Funds)

**ISSUE SUMMARY:**

The following topic was approved at the March 25, 2025 COW meeting. However, based on mayoral veto, the item is being brought back for review. The City of Waupun completed a housing study in 2020, which identified a shortage of available housing for all housing types. Over the past few years, we have seen significant shifts in our local housing market, with rising rents and home prices outpacing the growth of wages for many residents. The chart below provides a snapshot of the current housing picture in the City. Note that prices have been steadily increasing due to lack of available inventory.

CITY OF WAUPUN AFFORDABLE HOUSING SNAPSHOT				
<i>Prepared; March 19, 2025</i>				
WAUPUN DATA	12 Months Ending 2/1/2024	12 Months Ending 2/1/2025	12 Months Ending 2/1/2025	
Median Home Price	\$ 205,000	\$ 225,000	\$ 240,422	
Interest Rate	6.7%	6.7%	6.5%	
Monthly P&I Payment	\$ 1,322.00	\$ 1,455	\$ 1,520	
Monthly Taxes	\$ 250.00	250	250	
Monthly Insurance	\$ 125.00	125	125	
<b>MONTHLY/ANNUAL TOTAL</b>	<b>\$ 1,697</b>	<b>\$ 1,830</b>	<b>\$ 1,895</b>	
<i>Sources: Realtor.com</i>				
<b>* Dept of Housing and Urban Development (HUD) definitions suggest that housing budgets should be no more than 30% of annual income.</b>				
	Median Wages	30% of Annual Wage		
Household Income Needed to Afford Median Home*	\$ 75,800	\$ 22,740		
Est Median HHI for Waupun (USCensus)	\$ 66,931	\$ 20,079		
DODGE/FOND DU LAC COUNTY WORKFORCE DATA	10th Percentile	Median	Hourly (Median)	Monthly Shortfall/Surplus from Median
Teacher	\$ 37,040	\$ 58,700	\$ 28.22	\$ (427.50)
Assembler/Fabricator	\$ 35,140	\$ 53,600	\$ 25.77	\$ (555.00)
Food Processing Worker	\$ 33,550	\$ 44,100	\$ 21.20	\$ (792.50)
Health Technologists and Technicians	\$ 35,490	\$ 50,020	\$ 24.05	\$ (644.50)
Home Health and Personal Care Aides / Nursing Assistants	\$ 28,260	\$ 35,940	\$ 17.28	\$ (996.50)
Law Enforcement Workers	\$ 55,120	\$ 70,550	\$ 33.92	\$ (131.25)
Counselor, Social Workers, Other Community/Social Svc	\$ 36,070	\$ 50,250	\$ 24.16	\$ (638.75)
Printing Workers	\$ 33,250	\$ 47,420	\$ 22.80	\$ (709.50)
<i>Source: State of WI Workforce Development, <a href="https://www.jobcenterofwisconsin.com/wisconomy/query">https://www.jobcenterofwisconsin.com/wisconomy/query</a></i>				

HUD defines affordable housing as no more than 30% of annual household income. The lowest portion of the chart above identifies annual median incomes for high-demand or essential positions for this region and applies the HUD definition to look at affordability. The shortfall illustrated is not only a concern for our residents' quality of life but also for the continued economic stability and workforce needs of our city.

In 2023, the City created an affordable housing fund with the closure of TID 1. While the fund is small (~\$240K), it is a fund that can be added to over time but must be used almost exclusively for the purpose of increasing housing affordability. We currently lack the needed strategy to define the best use of those funds to benefit our residents. Additionally, new WHEDA programming to assist with financing housing projects requires that we have taken recent (prior to 1/1/23) action to increase housing affordability through modifications to zoning, reductions fees and review processes, and that we have made updates to the housing chapter of our comprehensive plan. Undertaking this work will qualify developers for the various WHEDA programs to support needs in the city.

A comprehensive Affordable Housing Strategy would provide clear guidelines and actions to meet the housing needs of all housing types in Waupun, while ensuring the long-term growth of our local economy to support workforce needs, reduce the risk of homelessness, prevent displacement due to gentrification, and create a more inclusive and equitable community.

**STAFF RECOMENDATION:**

Approve the proposal as presented

**ATTACHMENTS:**

**RECOMENDED MOTION:**

Motion to approve the scope of Services with VandeWalle in the amount of \$15,000 to develop an affordable housing strategy and to authorize the use of affordable housing funds in that amount to complete the project.



**WAUPUN**  
CITY OF SCULPTURE

CITY OF WAUPUN MAYOR  
ROHN W. BISHOP  
Waupun City Hall-201 E Main Street, Waupun WI 53963

Thursday, March 27, 2025

City Clerk Angela Hull  
City of Waupun  
201 E Main Street  
Waupun, WI 53963

Pursuant to Chapter 62.09(8)(c) of the Wisconsin State Statutes, I hereby enact the Mayoral Veto Powers relating to Tuesday, March 25, 2025 Waupun Common Council's unanimous decision to approve the Vandewalle & Associates Inc. Scope of Services for an Affordable Housing Strategy for the City of Waupun.

*(c) The mayor shall have the veto power as to all acts of the council, except such as to which it is expressly or by necessary implication otherwise provided. All such acts shall be submitted to the mayor by the clerk and shall be in force upon approval evidenced by the mayor's signature, or upon failing to approve or disapprove within 5 days, which fact shall be certified thereon by the clerk. If the mayor disapproves the mayor's objections shall be filed with the clerk, who shall present them to the council at its next meeting. A two-thirds vote of all the members of the council shall then make the act effective notwithstanding the objections of the mayor.*

I am a strong supporter of new housing opportunities due to housing shortages and lack of affordability, however, I believe this decision needs community review and input. The agenda packet, which included Vandewalle & Associates Inc. Scope of Services for an Affordable Housing Strategy, was released to the Common Council on Friday, March 21, 2025, for possible action on Tuesday, March 25, 2025. I believe this timeframe does not allow ample time for community review and this meeting did not allow community involvement. There have been comments and concerns on social media which has caused confusion with our residents. I believe, before taxpayer dollars are spent on another study, we need to do our due diligence and be assured all constituents understand the purpose and reasoning behind this expenditure.

I expect this to be placed on the next available Common Council meeting agenda, April 8, 2025, at 6:00pm, located in the Common Council Chambers.

A handwritten signature in black ink, appearing to read 'Rohn W. Bishop', written over a circular stamp or seal.

Mayor Rohn W. Bishop





# VANDEWALLE & ASSOCIATES INC.

To: Kathy Schlieve, City Administrator

From: Ben Rohr, AICP

Date: March 18, 2025

Re: Scope of Services for an Affordable Housing Strategy for the City of Waupun

---

Like many communities across the state and nation, Waupun is facing a very difficult housing situation. The City has already taken several proactive steps to start understanding and addressing the issue, but lacks an overall strategy that can assist in guiding future initiatives it can take to mitigate barriers to housing production, leverage a variety of tools to close housing construction gaps, define affordable housing and what that means in community context, and utilize creative and proactive approaches to drive new housing growth the community desperately needs.

Building upon the 2020 Housing Study and Needs Analysis, 2040 Comprehensive Plan, TID Project Plans, and recent projects, the City of Waupun Affordable Housing Strategy will include an understanding of the housing situation, explore ways the community can address the housing shortage, and create an action plan with strategic steps toward addressing housing within the community. This work is proposed to include:

- Defining what affordable housing means in relationship to housing costs and incomes and updating key data and analysis from the 2020 Housing Study
- Exploration of creative ways to address housing construction gaps through a variety of funding sources that can be combined as part of the development capital stack
- Review and recommend ways to improve the TID Closure Affordable Housing Fund ordinance to reflect the strategies identified within this document
- Development of proactive strategies to address the housing situation and potential public and private partners who can assist in this effort
- Opportunities to further refine the City's Zoning Ordinance to enable different housing types that reflect modern development practices and developing potential Zoning Ordinance amendments as attachments
- Engaging key community stakeholders, City committees, and elected officials to gather input on their experiences with the housing situation and opportunities to address existing issues
- Documenting a set of recommended strategies and action steps for the City to pursue
- Providing the City with the tools to complete future Comprehensive Plan and Zoning Ordinance amendments, which would make the City eligible for WHEDA Affordable Housing Loan programs

The goal of this exercise will be to assist the community in determining the best path forward in addressing the housing situation in a creative, proactive, and feasible way. This document will be reviewed in detail with City staff, the Plan Commission, and the City Council.

The following Scope of Services provides an Affordable Housing Strategy for Waupun to be completed within 3 months of contract execution for a fixed fee cost of \$15,000.

## Proposed Scope of Services

### Work Element 1: Upfront Input

- **Task 1.1: Kick Off Meeting with Staff (2-hour in-person meeting):** Vandewalle & Associates (V&A) will meet with City staff to discuss existing projects and strategies employed, key issues and opportunities, and ideas on methods, tools, or other ways that the community could further address the housing situation.
- **Task 1.2: Stakeholder Meetings (Two 2-hour in-person meetings):** V&A will conduct a set of stakeholder meetings that could include large employers, businesses, realtors, and the development community to gather insight on the issues, opportunities, and challenges associated with the existing housing market. Following the meetings, input will inform the development of the Draft Affordable Housing Strategy and be summarized in the document.

### Work Element 2: Affordable Housing Strategy Development

- **Task 2.1: Data Collection, Data Analysis, and Research:** V&A will conduct a thorough review of relevant documents, plans, and ordinances to gather insight into existing policies, community goals, and potential ways each could be improved to further address housing. Additionally, V&A will collect, analyze, and update key data from the 2020 Housing Study and Needs Assessment. Together with WE 1, this information will be used to gain an understanding of the existing situation and inform the development of the Affordable Housing Strategy.
- **Task 2.2: Produce Draft Affordable Housing Strategy:** V&A will complete an initial Draft Affordable Housing Strategy that incorporates an understanding of the existing situation and outlines potential strategies that could be undertaken to reverse key trends, address common issues, and proactively moves Waupun towards realizing its community goals. This document will be provided to City staff in advance of Task 2.3.
- **Task 2.3: Draft Review Meeting with Staff (1-hour in-person meeting):** V&A will meet with City staff to discuss the Draft document and provide any edits/changes needed.
- **Task 2.4: Draft Review Meeting with the Plan Commission (1-hour in-person meeting):** V&A will attend a regular Plan Commission meeting to present the draft and gather input on any edits/changes needed.

### Work Element 3: Finalizing the Affordable Housing Strategy

- **Task 3.1: Produce the Final Affordable Housing Strategy:** V&A will complete the Final document that reflects City staff and Plan Commission feedback as discussed in WE 2. The document will be provided to the Plan Commission and City Council in advance of Task 3.2 and 3.3.

- **Task 3.2: Plan Commission Presentation (1-hour in-person meeting):** V&A will attend a regular Plan Commission meeting to present the findings of the document and seek action on it.
- **Task 3.3: City Council Presentation (1-hour in-person meeting):** V&A will attend a regular City Council meeting to present the findings of the document and seek action on it.



# AGENDA SUMMARY SHEET

**MEETING DATE:** 4/8/25

**TITLE:** Monthly Financial Summary Report

**AGENDA SECTION:** CONSIDERATION-ACTION

**PRESENTER:** Casey Langenfeld, Finance Director

---

DEPARTMENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	

---

**SUMMARY:**

**STAFF RECOMMENDATION:**

Request action to accept the financials for January-February 2025.

**ATTACHMENTS:**

City of Waupun Financial Summary Report

**RECOMMENDED MOTION: (ROLL CALL)**

Motion to accept the City of Waupun Financial Summary Report

# CITY OF WAUPUN FINANCIAL SUMMARY REPORT 2025

## January

Revenues	Expenses
\$542,183 - Insurance recovery for Roof Damage work to be completed in 2025 (Total \$708,455)	
\$11,722 - State Aid Flooding June 2024	

## February

Revenues	Expenses
----------	----------

**CITY OF WAUPUN MONTHLY FINANCIAL REPORT**

February 28, 2025



**General Operations Fund**

	2/28/2025 <i>Month Activity</i>	2/28/2025 <i>YTD Actual</i>	2/28/2025 <i>Budget Amount</i>	2/28/2025 <i>Over/(Under)</i>	% of Year Past <b>16%</b>
<b>REVENUE</b>					
Taxes	1,462,449	1,509,294	2,384,660	(875,366)	63.29
Special Assessments	-	-	100	(100)	0.00
Intergovernmental Aids	60,473	237,953	4,144,529	(3,906,576)	5.74
Licenses and Permits	11,751	12,596	55,125	(42,529)	22.85
Penalties, Forfeitures	5,494	8,879	42,500	(33,621)	20.89
Public Charges for Service	49,980	112,610	366,080	(253,470)	30.76
Intergovernmental Charges	-	-	-	-	
Miscellaneous Revenue	37,116	72,149	74,575	(2,426)	96.75
Special Funds Activity	-	-	181,506	(181,506)	0.00
<b>TOTAL REVENUE</b>	<b>1,627,264</b>	<b>1,953,481</b>	<b>7,249,075</b>	<b>(5,295,594)</b>	
<b>EXPENDITURES</b>					
General Government	28,003	218,788	1,564,733	(1,345,945)	13.98
Recreation	18,387	25,914	730,489	(704,575)	3.55
Assessor/Inspector	3,206	6,413	40,500	(34,087)	15.84
Police	184,770	347,952	2,616,773	(2,268,821)	13.30
Fire	26,996	56,306	638,794	(582,488)	8.81
Public Works	148,228	228,488	1,700,457	(1,471,969)	13.44
Economic Dvlp/Admin	585	15,904	21,895	(5,991)	72.64
<b>TOTAL EXPENDITURES</b>	<b>410,177</b>	<b>899,766</b>	<b>7,313,641</b>	<b>(6,413,875)</b>	
<b>NET REVENUES OVER EXPENDITURES</b>	<b>1,217,088</b>	<b>1,053,715</b>	<b>(64,566)</b>		

**Library Fund**

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	
<b>REVENUE</b>					
Tax Levy	475,330	475,330	575,277	(99,947)	82.63
Interest/Divid/Grants/Cty Approp	2,596	2,596	223,304	(220,708)	1.16
Fees	220	357	1,300	(943)	27.43
Revenue/Donations	(15,765)	3,532	5,000	(1,468)	70.63
<b>TOTAL REVENUE</b>	<b>462,382</b>	<b>481,814</b>	<b>804,881</b>	<b>(323,067)</b>	
<b>EXPENDITURES</b>					
Wages/Benefits	46,804	102,137	804,881	(702,744)	12.69
Revenue/Donations	-	-	-	-	0.00
<b>TOTAL EXPENDITURES</b>	<b>46,804</b>	<b>102,137</b>	<b>804,881</b>	<b>(702,744)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>415,577</b>	<b>379,677</b>	<b>-</b>		

## Grants and Donations Fund

	2/28/2025 <i>Month Activity</i>	2/28/2025 <i>YTD Actual</i>	2/28/2025 <i>Budget Amount</i>	2/28/2025 <i>Over/(Under)</i>	<b>Percent</b>
<b>REVENUE</b>					
Federal Grants	-	-	-	-	0.00
State/Misc Grants & Donations	600	21,467	6,000	15,467	357.79
<b>TOTAL REVENUE</b>	<b>600</b>	<b>21,467</b>	<b>6,000</b>	<b>15,467</b>	
<b>EXPENDITURES</b>					
General Government	-	-	5,000	(5,000)	0.00
Recreational Grants	-	-	-	-	0.00
Police Grants	255	255	-	255	0.00
Fire/EMR Grants	-	-	-	-	0.00
DPW Grants	-	-	-	-	0.00
Economic Development	-	-	1,000	(1,000)	0.00
<b>TOTAL EXPENDITURES</b>	<b>255</b>	<b>255</b>	<b>6,000</b>	<b>(5,745)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>345</b>	<b>21,212</b>	<b>-</b>		

## Building Inspection Fund

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<b>Percent</b>
<b>REVENUE</b>					
Tax Levy	-	-	-	-	0.00
Building Permits	7,689	12,526	75,000	(62,474)	16.70
Fees	820	2,275	9,500	(7,225)	23.95
<b>TOTAL REVENUE</b>	<b>8,509</b>	<b>14,801</b>	<b>84,500</b>	<b>(69,699)</b>	
<b>EXPENDITURES</b>					
Operating Supplies/Wages	5,022	5,077	78,108	(73,031)	6.50
<b>TOTAL EXPENDITURES</b>	<b>5,022</b>	<b>5,077</b>	<b>78,108</b>	<b>(73,031)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>3,488</b>	<b>9,724</b>	<b>6,392</b>		

## Debt Fund

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<b>Percent</b>
<b>REVENUE</b>					
Paid to Escrow Agent	-	-	-	-	0.00
General Property Tax	666,778	666,778	806,980	(140,202)	82.63
Funds Applied	125	268	1,000	(732)	26.77
Transfer in Other Funds	-	46,185	1,062,085	(1,015,900)	4.35
<b>TOTAL REVENUE</b>	<b>666,902</b>	<b>713,230</b>	<b>1,870,065</b>	<b>(1,156,835)</b>	
<b>EXPENDITURES</b>					
Principal and Interest Payments	-	7,725	130,450	(122,725)	5.92
Principal and Interest Payments	-	54,175	1,739,616	(1,685,441)	3.11
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>61,900</b>	<b>1,870,066</b>	<b>(1,808,166)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>666,902</b>	<b>651,330</b>	<b>(1)</b>		

## Capital Fund

	2/28/2025	2/28/2025	2/28/2025	2/28/2025	Percent
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	
<b>REVENUE</b>					
Tax Levy	280,929	280,929	340,000	(59,071)	82.63
Sidewalks	-	-	-	-	0.00
State Shared Revenue/Exp. Restr.	21,433	21,433	533,063	(511,630)	4.02
Fees - Recreation Facilities	-	500	15,000	(14,500)	3.33
Co. & Muni. Street & Highways	-	-	-	-	0.00
Interest and Misc Income	169,481	714,930	8,000	706,930	8936.63
Transfer in Other Funds	-	1,658,077	1,206,646	451,431	137.41
<b>TOTAL REVENUE</b>	<b>471,844</b>	<b>2,675,870</b>	<b>2,102,709</b>	<b>573,161</b>	
<b>EXPENDITURES</b>					
City Hall	93	112,195	165,000	(52,805)	
Recreation	1,635	3,635	339,130	(335,495)	1.07
Public Safety	-	-	297,500	(297,500)	0.00
Library	-	-	5,000	(5,000)	0.00
DPW/Streets	348,898	411,228	1,161,747	(750,519)	35.40
Transfer Out - Other Funds	-	-	-	-	0.00
<b>TOTAL EXPENDITURES</b>	<b>350,626</b>	<b>527,058</b>	<b>1,968,377</b>	<b>(1,441,319)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>121,217</b>	<b>2,148,812</b>	<b>134,332</b>		

## Business Park Fund

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
<b>REVENUE</b>					
Tax Increment	-	-	-	-	0.00
Interest Income	-	-	-	-	0.00
Leases/Debt Proceeds	29,667	29,667	12,221	17,446	242.75
<b>TOTAL REVENUE</b>	<b>29,667</b>	<b>29,667</b>	<b>12,221</b>	<b>17,446</b>	
<b>EXPENDITURES</b>					
Operating	1,067	-	51,149	(51,149)	0.00
<b>TOTAL EXPENDITURES</b>	<b>1,067</b>	<b>-</b>	<b>51,149</b>	<b>(51,149)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>28,600</b>	<b>29,667</b>	<b>(38,928)</b>		

## TID 3 Fund

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	Percent
<b>REVENUE</b>					
Tax Increment	153,835	153,835	206,481	(52,646)	74.50
PILOT	6,600	6,600	6,023	577	109.58
Grants	-	-	-	-	0.00
Permits	-	-	-	-	0.00
Donations	-	-	-	-	0.00
Proceeds Long Term Debt Issue	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>160,436</b>	<b>160,436</b>	<b>212,504</b>	<b>(52,069)</b>	
<b>EXPENDITURES</b>					
Operating	633	1,374	181,088	(179,714)	0.76
Transfer Out - Other Funds	-	-	-	-	0.00
<b>TOTAL EXPENDITURES</b>	<b>633</b>	<b>1,374</b>	<b>181,088</b>	<b>(179,714)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>159,802</b>	<b>159,062</b>	<b>31,416</b>		



### TID 5 Fund

	2/28/2025 <i>Month Activity</i>	2/28/2025 <i>YTD Actual</i>	2/28/2025 <i>Budget Amount</i>	2/28/2025 <i>Over/(Under)</i>	Percent
<b>REVENUE</b>					
Tax Increment	383,130	383,130	485,416	(102,286)	78.93
Developer Guarantees	-	-	32,342	(32,342)	0.00
Fees	-	-	-	-	0.00
Interest Revenue	-	-	-	-	0.00
Proceeds Long Term Debt Issue	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>383,130</b>	<b>383,130</b>	<b>517,758</b>	<b>(134,628)</b>	
<b>EXPENDITURES</b>					
Operating	-	40,825	387,800	(346,975)	10.53
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>40,825</b>	<b>387,800</b>	<b>(346,975)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>383,130</b>	<b>342,305</b>	<b>129,958</b>		

### TID 6 Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Tax Increment	113,117	113,117	140,441	(27,324)	80.54
State/Federal Grants	-	-	-	-	0.00
Permits	-	-	-	-	0.00
Donations/Transfer In	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>113,117</b>	<b>113,117</b>	<b>140,441</b>	<b>(27,324)</b>	
<b>EXPENDITURES</b>					
Transfers Out - Other Funds	-	-	100,000	(100,000)	0.00
Operating	86	86	5,150	(5,064)	1.67
<b>TOTAL EXPENDITURES</b>	<b>86</b>	<b>86</b>	<b>105,150</b>	<b>(105,064)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>113,031</b>	<b>113,031</b>	<b>35,291</b>		

### TID 7 Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Tax Increment	61,656	61,656	75,484	(13,828)	81.68
Permits	-	-	-	-	0.00
State Grants	-	-	-	-	0.00
Permits - Other	2,324	6,848	-	6,848	0.00
Donations	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>63,980</b>	<b>68,504</b>	<b>75,484</b>	<b>(6,980)</b>	
<b>EXPENDITURES</b>					
Int on Adv/Transfer to Debt Fund	-	-	157,938	(157,938)	0.00
Operating	-	-	1,150	(1,150)	0.00
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>159,088</b>	<b>(159,088)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>63,980</b>	<b>68,504</b>	<b>(83,604)</b>	<b>152,108</b>	

## TID 8 Fund

	2/28/2025	2/28/2025	2/28/2025	2/28/2025	
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Tax Increment	182,297	182,297	226,936	(44,639)	80.33
Permits	-	-	-	-	0.00
Fees	-	-	-	-	0.00
Interest Revenue	-	-	-	-	0.00
Proceeds from Long Term Debt Issue	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>182,297</b>	<b>182,297</b>	<b>226,936</b>	<b>(44,639)</b>	
<b>EXPENDITURES</b>					
Transfer Out - Debt Fund	-	-	93,416	(93,416)	0.00
Operating	-	-	1,150	(1,150)	0.00
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>94,566</b>	<b>(94,566)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>182,297</b>	<b>182,297</b>	<b>132,370</b>		

## TID 9 Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Tax Increment	427,948	427,948	517,932	(89,984)	0.00
Interest Revenue	1,551	3,154	-	3,154	0.00
Proceeds Long Term Debt	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>429,499</b>	<b>431,102</b>	<b>517,932</b>	<b>(86,830)</b>	
<b>EXPENDITURES</b>					
Transfer Out - Other Funds	-	-	103,500	(103,500)	0.00
Operating	3,766	3,796	2,450	1,346	154.94
<b>TOTAL EXPENDITURES</b>	<b>3,766</b>	<b>3,796</b>	<b>105,950</b>	<b>(102,154)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>425,733</b>	<b>427,306</b>	<b>411,982</b>		

## Equipment Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Tax Levy	232,122	232,122	280,930	(48,808)	82.63
Grants	-	10,471	-	10,471	0.00
Misc.	9,654	10,651	5,000	5,651	213.01
Transfers In - Other Funds	-	2,510,000	2,682,250	(172,250)	
<b>TOTAL REVENUE</b>	<b>241,776</b>	<b>2,763,243</b>	<b>2,968,180</b>	<b>(204,937)</b>	
<b>EXPENDITURES</b>					
Administration	-	8,084	20,100	(12,016)	40.22
Recreation	-	-	5,000	(5,000)	0.00
Police	34,018	34,513	195,127	(160,614)	17.69
Fire	-	1,826,615	2,519,000	(692,385)	72.51
Library	-	-	-	-	
DPW	10,443	56,933	286,750	(229,817)	19.85
<b>TOTAL EXPENDITURES</b>	<b>44,461</b>	<b>1,926,145</b>	<b>3,025,977</b>	<b>(1,099,832)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>197,315</b>	<b>837,098</b>	<b>(57,797)</b>		

## Recycling Fund

	<i>2/28/2025</i> <i>Month Activity</i>	<i>2/28/2025</i> <i>YTD Actual</i>	<i>2/28/2025</i> <i>Budget Amount</i>	<i>2/28/2025</i> <i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Grant	-	-	5,000	(5,000)	0.00
Fees	12,545	12,545	160,229	(147,684)	7.83
Interest	393	845	3,500	(2,655)	24.14
<b>TOTAL REVENUE</b>	<b>12,938</b>	<b>13,389</b>	<b>168,729</b>	<b>(155,340)</b>	
<b>EXPENDITURES</b>					
Operating	12,667	12,667	160,048	(147,381)	7.91
<b>TOTAL EXPENDITURES</b>	<b>12,667</b>	<b>12,667</b>	<b>160,048</b>	<b>(147,381)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>271</b>	<b>723</b>	<b>8,681</b>		

## Solid Waste Fund

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Fees	37,634	37,634	442,265	(404,631)	8.51
<b>TOTAL REVENUE</b>	<b>37,634</b>	<b>37,634</b>	<b>442,265</b>	<b>(404,631)</b>	
<b>EXPENDITURES</b>					
Operating	34,533	34,553	442,493	(407,940)	7.81
<b>TOTAL EXPENDITURES</b>	<b>34,533</b>	<b>34,553</b>	<b>442,493</b>	<b>(407,940)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>3,101</b>	<b>3,081</b>	<b>(228)</b>		

## Tourism Fund

	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<i>Percent</i>
<b>REVENUE</b>					
Local Room Tax	3,610	3,797	60,000	(56,203)	6.33
Misc.	-	-	10,000	(10,000)	0.00
<b>TOTAL REVENUE</b>	<b>3,610</b>	<b>3,797</b>	<b>70,000</b>	<b>(66,203)</b>	
<b>EXPENDITURES</b>					
Operating	-	-	70,000	(70,000)	0.00
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>70,000</b>	<b>(70,000)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>3,610</b>	<b>3,797</b>	<b>-</b>		

## Taxi Fund

	2/28/2025	2/28/2025	2/28/2025	2/28/2025	
	<i>Month Activity</i>	<i>YTD Actual</i>	<i>Budget Amount</i>	<i>Over/(Under)</i>	<b>Percent</b>
<b>REVENUE</b>					
Tax Levy	37,182	37,182	45,000	(7,818)	0.00
State/Federal Grants	-	18,275	93,000	(74,725)	19.65
Sale of Vehicles/Property	-	-	-	-	0.00
Transfer In - Other Funds	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>37,182</b>	<b>55,457</b>	<b>138,000</b>	<b>(82,543)</b>	
<b>EXPENDITURES</b>					
Operating	17	143	162,928	(162,785)	0.09
<b>TOTAL EXPENDITURES</b>	<b>17</b>	<b>143</b>	<b>162,928</b>	<b>(162,785)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>37,165</b>	<b>55,315</b>	<b>(24,928)</b>		

## Stormwater Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Grants	-	-	-	-	0.00
Fees	-	-	-	-	0.00
Stormwater Fees	52,864	56,100	592,500	(536,400)	9.47
Proceeds Long Term Debt Issue	-	545,000	1,115,643	(570,643)	0.00
<b>TOTAL REVENUE</b>	<b>52,864</b>	<b>601,100</b>	<b>1,708,143</b>	<b>(1,107,043)</b>	
<b>EXPENDITURES</b>					
Operating, Wages, Benefits	20,578	27,537	1,617,979	(1,590,442)	1.70
<b>TOTAL EXPENDITURES</b>	<b>20,578</b>	<b>27,537</b>	<b>1,617,979</b>	<b>(1,590,442)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>32,286</b>	<b>573,564</b>	<b>90,164</b>		



## AGENDA SUMMARY SHEET

**MEETING DATE:** 4/8/25

**TITLE:** 2026 Budget Allocations for Volunteer/Paid on Call Staff

**AGENDA SECTION:** DISCUSSION

**PRESENTER:** Kathy Schlieve, Administrator

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
High Performance Government	\$57,836 (2026 New Budget Expense)	

### ISSUE SUMMARY:

This agenda item has been modified for consideration/action as a result of a Council vacancy created by former alderperson Kambria Ledesma. The proposal that follows includes only paid on call (POC) firefighter and EMR wage considerations. Volunteers in these roles provide vital service to the City, providing rapid response to emergencies while ensuring community safety and resilience. Their dedication and flexibility helps maintain service levels while optimizing budget efficiency.

2026 Budget Allocation	2025 Budget	Proposed Allocation	% Increase
Firefighter POC Wage Allocation	\$161,182	\$44,111	27.4%
EMR POC Wage Allocation	\$57,593	\$13,725	23.8%

We are just beginning the 2026 budget planning process and compensation plans will have to be amended to determine final distribution of the proposed funds.

### STAFF RECOMENDATION:

This is a revised proposal for review/discussion. Staff seeking direction for future action.

### ATTACHMENTS:

### RECOMENDED MOTION:



## AGENDA SUMMARY SHEET

**MEETING DATE:** 4/8/25

**TITLE:** License & Permit Applications; Expenses

**AGENDA SECTION:** CONSIDERATION-ACTION

**PRESENTER:** Angela Hull, Clerk

---

### FUTURE MEETINGS

Tuesday, April 15, 2025

**Re-Organizational Meeting**

5:30PM

Tuesday, April 29, 2025

Committee of the Whole

5:30PM

### LICENSE/PERMIT APPLICATIONS

Operator License Application: Kelly Miller, Stephanie Fletcher

<p><b>RECOMENDED MOTION:</b></p>
----------------------------------

<p>Motion to approve the license and permit applications and release payment of expenses</p>
----------------------------------------------------------------------------------------------

## Report Criteria:

Report type: Summary

Invoice.Batch = "a","033125","040825"

Check Issue Date	Check Number	Payee	Amount
03/27/2025	250	CARDPOINTE	45.09
03/27/2025	251	CREXENDO	434.39
03/27/2025	252	KWIK TRIP STORES	7,436.93
03/27/2025	253	PAYMENT SERVICE NETWORK INC	7.00
03/27/2025	254	WELLS FARGO PAYMENT REMITT	3,357.31
03/27/2025	255	WI DEPT OF REVENUE	900.00
03/31/2025	109694	ALL PHASE HVAC LLC	1,500.00
03/31/2025	109695	GO-DUTCH SOLUTIONS	372.25
03/31/2025	109696	SMA CONSTRUCTION SERVICES	3,000.00
03/31/2025	109697	VALIDO HOMES	2,000.00
04/03/2025	109698	A - DEAN ENTERPRISES LLC	252.50
04/03/2025	109699	AIR ONE EQUIPMENT INC	221.75
04/03/2025	109700	AMAZON CAPITAL SERVICES	1,125.62
04/03/2025	109701	ASSOCIATED APPRAISAL CONSULTA	3,203.58
04/03/2025	109702	AT & T	92.46
04/03/2025	109703	AT&T MOBILITY	298.11
04/03/2025	109704	AXLEY BRYNELSON LLP	1,118.00
04/03/2025	109705	BALLWEG IMPLEMENT	59.36
04/03/2025	109706	BAYCOM	61.25
04/03/2025	109707	BEAVER DAM LOCK & SECURITY	15.00
04/03/2025	109708	BISHOP, ROHN	40.00
04/03/2025	109709	CAPITAL AUTOBODY LLC	120.60
04/03/2025	109710	CARDIO PARTNERS INC	999.00
04/03/2025	109711	CENTRAL WELL AND PUMP SERVICE I	2,394.00
04/03/2025	109712	CHARTER COMMUNICATIONS	254.98
04/03/2025	109713	COLUMN SOFTWARE PBC	332.71
04/03/2025	109714	DESTINATION LAKE WINNEBAGO RE	2,707.65
04/03/2025	109715	ENVISION GREATER FOND DU LAC IN	485.00
04/03/2025	109716	EXCEL TECHNOLOGIES	9,300.00
04/03/2025	109717	FASTENAL CO	86.28
04/03/2025	109718	FDL COUNTY LE EXECUTIVE ASSOCI	40.00
04/03/2025	109719	FOND DU LAC COUNTY	5.00
04/03/2025	109720	GFC LEASING - WI	135.97
04/03/2025	109721	GFL ENVIRONMENTAL	47,182.30
04/03/2025	109722	GORDON FLESCH CO INC	36.14
04/03/2025	109723	GRAND VALLEY INSPECTION SERVIC	16,802.74
04/03/2025	109724	HOYA HOP HOUSE BREWING LLC	88,877.36
04/03/2025	109725	INSIGHT FS	4,836.63
04/03/2025	109726	JOHN FABICK TRACTOR CO	920.36
04/03/2025	109727	KINZER, PAUL	169.95
04/03/2025	109728	LANGE ENTERPRISES	1,136.79
04/03/2025	109729	LARSON TRUCKING INC	721.38
04/03/2025	109730	LIFESTAR EMERGENCY MEDICAL	5,500.00
04/03/2025	109731	LINCOLN CONTRACTORS	455.40
04/03/2025	109732	MENARDS - BEAVER DAM	256.49
04/03/2025	109733	MENARDS - FOND DU LAC	17.82
04/03/2025	109734	MSA PROFESSIONAL SERVICES INC	6,461.25
04/03/2025	109735	NAPA AUTO PARTS-WAUPUN	4.53
04/03/2025	109736	NIELSON COMMUNICATIONS INC	19,529.04

Check Issue Date	Check Number	Payee	Amount
04/03/2025	109737	NOREGON SYSTEMS INC	1,699.00
04/03/2025	109738	O'REILLY AUTOMOTIVE INC	228.15
04/03/2025	109739	PIGGLY WIGGLY DISCOUNT FOODS	72.16
04/03/2025	109740	PRINT SOLUTIONS	52.98
04/03/2025	109741	PROS 4 TECHNOLOGY INC	3,886.50
04/03/2025	109742	SALAMONE SUPPLIES	271.82
04/03/2025	109743	SAN-A-CARE INC	771.31
04/03/2025	109744	SCHWAAB INC	640.00
04/03/2025	109745	SENSIT TECHNOLOGIES LLC	481.71
04/03/2025	109746	SHARE CORPORATION	558.06
04/03/2025	109747	SSM HEALTH AT WORK	506.25
04/03/2025	109748	STAPLES	23.56
04/03/2025	109749	TOP PACK DEFENSE	479.00
04/03/2025	109750	TRU CLEANERS LLC	4,217.37
04/03/2025	109751	US CELLULAR	388.08
04/03/2025	109752	VANDEZANDE & KAUFMAN, LLP	450.00
04/03/2025	109753	VERTICAL CONSULTANTS LLC	276.50
04/03/2025	109754	WAUKESHA CTY TECH COLLEGE	165.00
04/03/2025	109755	WAUPUN AREA ANIMAL SHELTER INC	1,000.00
04/03/2025	109756	WAUPUN UTILITIES	65.01
04/03/2025	109757	WI DEPT OF JUSTICE	14.00
04/03/2025	109758	ZARNOTH BRUSH WORKS INC	1,101.10
Grand Totals:			<u>252,657.53</u>

## Report Criteria:

Report type: Summary

Invoice.Batch = "a","033125","040825"



Report Criteria:

Report type: Invoice detail  
 Check.Type = {<->} "Adjustment"  
 Invoice.Batch = "a","033125","040825"

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
<b>A - DEAN ENTERPRISES LLC</b>						
<b>A - DEAN ENTERPRISES LLC</b>	PINE STREET PARK PORT A POTTY 3/25/25 - 4/20/25	04/03/2025	I3364	100-20-5525-3-38	252.50	252.50
Total A - DEAN ENTERPRISES LLC:						252.50
<b>AIR ONE EQUIPMENT INC</b>						
<b>AIR ONE EQUIPMENT INC</b>	TURNOUT GEAR WASH	04/03/2025	218715	100-50-5244-3-38	138.00	138.00
<b>AIR ONE EQUIPMENT INC</b>	SCBA MASK FOR NELSON	04/03/2025	219145	100-50-5244-3-38	83.75	83.75
Total AIR ONE EQUIPMENT INC:						221.75
<b>ALL PHASE HVAC LLC</b>						
<b>ALL PHASE HVAC LLC</b>	REIMBURSE BOND PAYMENT - 927 NEWTON AVE	03/31/2025	3-31-25	230-21120	1,500.00	1,500.00
Total ALL PHASE HVAC LLC:						1,500.00
<b>AMAZON CAPITAL SERVICES</b>						
<b>AMAZON CAPITAL SERVICES</b>	COMP PRIVACY SCREEN PROTECTOR	04/03/2025	1XYX-HNMQ-	100-40-5211-3-38	32.99-	32.99-
<b>AMAZON CAPITAL SERVICES</b>	COMP PRIVACY SCREEN PROTECTORS AND TAPE	04/03/2025	1DTF-TP93-7	100-40-5211-3-38	154.01	154.01
<b>AMAZON CAPITAL SERVICES</b>	FENCE TIE WIRES - PARKS FENCE REPAIRS	04/03/2025	1PVG-V19X-9	100-20-5525-3-36	149.98	149.98
<b>AMAZON CAPITAL SERVICES</b>	ELECTRIC ROASTER - ELECTION	04/03/2025	1HLH-KVDN-K	100-10-5142-3-38	55.99	55.99
<b>AMAZON CAPITAL SERVICES</b>	SLOW COOKER LINERS - ELECTION	04/03/2025	1V9C-44CR-K	100-10-5142-3-38	11.60	11.60
<b>AMAZON CAPITAL SERVICES</b>	PHONE CASES FOR OFFICERS	04/03/2025	1QTH-Y9NR-3	100-40-5212-3-38	68.93	68.93
<b>AMAZON CAPITAL SERVICES</b>	LONG GUN LIGHT & GUN CLEANING SUPPLIES	04/03/2025	1KRR-DHP4-T	100-40-5215-3-38	603.03	603.03
<b>AMAZON CAPITAL SERVICES</b>	COFFEE - BREAKROOM	04/03/2025	1H93-RFH3-F	100-10-5110-3-38	44.96	44.96
<b>AMAZON CAPITAL SERVICES</b>	DYMO LABELS - ELECTION	04/03/2025	1PLH-4VKV-7	100-10-5142-3-38	39.83	39.83
<b>AMAZON CAPITAL SERVICES</b>	BATTERIES - ELECTION	04/03/2025	1YNW-NN9G-	100-10-5142-3-38	30.28	30.28
Total AMAZON CAPITAL SERVICES:						1,125.62
<b>ASSOCIATED APPRAISAL CONSULTAN</b>						
<b>ASSOCIATED APPRAISAL CONSULTA</b>	MONTHLY SERVICES-REVAL PROGRAM APRIL 2025	04/03/2025	179718	100-30-5152-3-38	3,203.58	3,203.58
Total ASSOCIATED APPRAISAL CONSULTAN:						3,203.58
<b>AT &amp; T</b>						
<b>AT &amp; T</b>	POLICE DEPT MONTHLY PHONE CHARGES	04/03/2025	FEB20-MAR1	100-40-5211-3-31	92.46	92.46
Total AT & T:						92.46
<b>AT&amp;T MOBILITY</b>						
<b>AT&amp;T MOBILITY</b>	FIRSTNET MOBILE AIRCARDS - JAN 24-FEB 23 2025 FIRE ADM	04/03/2025	JAN24-FEB23	100-50-5244-3-31	298.11	298.11
Total AT&T MOBILITY:						298.11
<b>AXLEY BRYNELSON LLP</b>						
<b>AXLEY BRYNELSON LLP</b>	VANDE ZANDE VS CITY - ATTORNEY					

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
	FEES - JAN 2025 & FEB 2025	04/03/2025	1013452	100-10-5194-3-38	1,118.00	1,118.00
Total AXLEY BRYNELSON LLP:						1,118.00
BALLWEG IMPLEMENT						
BALLWEG IMPLEMENT	OIL FILTER - 163.08	04/03/2025	P09497	100-70-5411-3-36	21.07	21.07
BALLWEG IMPLEMENT	FUEL PUMP - REPLACE FUEL PUMP - 902	04/03/2025	P09846	100-70-5411-3-36	38.29	38.29
Total BALLWEG IMPLEMENT:						59.36
BAYCOM						
BAYCOM	PAGER REPAIRS	04/03/2025	SRVCE00000	100-50-5244-3-38	61.25	61.25
Total BAYCOM:						61.25
BEAVER DAM LOCK & SECURITY						
BEAVER DAM LOCK & SECURITY	REKEY BATTING CAGE DOOR - MEDEMA FIELDS	04/03/2025	32039	100-20-5525-3-36	15.00	15.00
Total BEAVER DAM LOCK & SECURITY:						15.00
BISHOP, ROHN						
BISHOP, ROHN	REIMBURSEMENT FOR CELL PHONE - APRIL 2025	04/03/2025	4-1-25	100-10-5131-3-31	40.00	40.00
Total BISHOP, ROHN:						40.00
CAPITAL AUTOBODY LLC						
CAPITAL AUTOBODY LLC	SANDBLAST/PAINT/REFINISH - REPLACE DAMAGED GARBAGE CAN COVER ON MAIN ST	04/03/2025	1114	100-70-5410-3-36	120.60	120.60
Total CAPITAL AUTOBODY LLC:						120.60
CARDIO PARTNERS INC						
CARDIO PARTNERS INC	AED ITEMS - BUILDINGS & GROUNDS	04/03/2025	600027572	100-70-5410-3-36	999.00	999.00
Total CARDIO PARTNERS INC:						999.00
CARDPOINTE						
CARDPOINTE	COMMUNITY CENTER FEE	03/27/2025	3-27-25	100-20-5511-3-38	45.09	45.09
Total CARDPOINTE:						45.09
CENTRAL WELL AND PUMP SERVICE INC						
CENTRAL WELL AND PUMP SERVICE	SITE CLEANUP VZ FARM PROPERTY	04/03/2025	29287	404-10-5711-3-38	2,394.00	2,394.00
Total CENTRAL WELL AND PUMP SERVICE INC:						2,394.00
CHARTER COMMUNICATIONS						
CHARTER COMMUNICATIONS	CITY HALL - INTERNET	04/03/2025	171156301-M	100-10-5197-3-31	149.99	149.99
CHARTER COMMUNICATIONS	NEW COMMUNITY CENTER	04/03/2025	241449301-M	100-20-5511-3-31	104.99	104.99
Total CHARTER COMMUNICATIONS:						254.98
COLUMN SOFTWARE PBC						
COLUMN SOFTWARE PBC	GENERAL LEGAL NOTICE - NOXIOUS WEEDS	04/03/2025	3EC85C3A-00	100-70-5613-3-38	210.40	210.40
COLUMN SOFTWARE PBC	GENERAL LEGAL NOTICE - ORD 25-01					

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
	BICYCLE AMENDMENT	04/03/2025	3EC85C3A-00	100-10-5110-3-35	122.31	122.31
Total COLUMN SOFTWARE PBC:						332.71
CREXENDO						
CREXENDO	COMMUNITY CENTER PHONE CHARGES - MAR 2025	03/27/2025	MAR2025	100-20-5511-3-31	434.39	434.39
Total CREXENDO:						434.39
DESTINATION LAKE WINNEBAGO REGION						
DESTINATION LAKE WINNEBAGO RE	70% OF ROOM TAX - FEBRUARY 2025	04/03/2025	FEB25	430-70-5436-3-42	2,707.65	2,707.65
Total DESTINATION LAKE WINNEBAGO REGION:						2,707.65
ENVISION GREATER FOND DU LAC INC						
ENVISION GREATER FOND DU LAC IN	WAUPUN BUSINESS ALLIANCE ANNUAL BANQ	04/03/2025	1241142	100-80-5670-3-38	410.00	410.00
ENVISION GREATER FOND DU LAC IN	ANNUAL MEETING - REGISTRATION - SCHLIEVE	04/03/2025	1241317	100-80-5670-3-37	75.00	75.00
Total ENVISION GREATER FOND DU LAC INC:						485.00
EXCEL TECHNOLOGIES						
EXCEL TECHNOLOGIES	WAUPUN ICE ARENA AMMONIA VENTILATION	04/03/2025	112544	400-20-5514-8-00	9,300.00	9,300.00
Total EXCEL TECHNOLOGIES:						9,300.00
FASTENAL CO						
FASTENAL CO	CHAIN FOR SHOP	04/03/2025	WIBEA134266	100-70-5411-3-36	86.28	86.28
Total FASTENAL CO:						86.28
FDL COUNTY LE EXECUTIVE ASSOCIATION						
FDL COUNTY LE EXECUTIVE ASSOCI	2025 FDL LAW ENFOR EXEC ASSOC ANNUAL DUES	04/03/2025	2025	100-40-5211-3-34	40.00	40.00
Total FDL COUNTY LE EXECUTIVE ASSOCIATION:						40.00
FOND DU LAC COUNTY						
FOND DU LAC COUNTY	DOCUMENT COPY - STORMWATER AGREEMENT	04/03/2025	202500000060	700-10-5192-3-38	5.00	5.00
Total FOND DU LAC COUNTY:						5.00
GFC LEASING - WI						
GFC LEASING - WI	COMMUNITY CENTER COPY MACHINE CANON C39261 4/20/25 - 5/19/25	04/03/2025	101008746	100-20-5511-3-38	135.97	135.97
Total GFC LEASING - WI:						135.97
GFL ENVIRONMENTAL						
GFL ENVIRONMENTAL	RECYCLING FUEL SURCHARGE CREDIT - MAR 2025	04/03/2025	U9000023826	420-70-5436-3-38	47,182.30	47,182.30
Total GFL ENVIRONMENTAL:						47,182.30
GO-DUTCH SOLUTIONS						
GO-DUTCH SOLUTIONS	ELECTION 4-1-25	03/31/2025	202519	100-10-5142-3-38	372.25	372.25

Payee	Description	Check Issue Date	Invoice Number	Invoice Gl. Account	Invoice Amount	Check Amount
Total GO-DUTCH SOLUTIONS:						372.25
GORDON FLESCH CO INC						
GORDON FLESCH CO INC	CANON - COMMUNITY CENTER - 2/18/25-3/14/25	04/03/2025	IN15090655	100-20-5511-3-38	36.14	36.14
Total GORDON FLESCH CO INC:						36.14
GRAND VALLEY INSPECTION SERVICES						
GRAND VALLEY INSPECTION SERVIC	BUILDING INSP/ZONING ADMIN FOR MAR 2025	04/03/2025	2025-62	230-30-5241-3-38	16,802.74	16,802.74
Total GRAND VALLEY INSPECTION SERVICES:						16,802.74
HOYA HOP HOUSE BREWING LLC						
HOYA HOP HOUSE BREWING LLC	WEDC CDI FY24-53860 PYMT 3	04/03/2025	422025	405-70-5438-8-00	88,877.36	88,877.36
Total HOYA HOP HOUSE BREWING LLC:						88,877.36
INSIGHT FS						
INSIGHT FS	DELIVERY CHARGE TURF PRODUCTS	04/03/2025	57049078	100-20-5525-3-36	4,836.63	4,836.63
Total INSIGHT FS:						4,836.63
JOHN FABICK TRACTOR CO						
JOHN FABICK TRACTOR CO	BOLT/NUT/END EDGE/CUTTING EDGE - 103-10	04/03/2025	PIMK0395109	100-70-5411-3-36	920.36	920.36
Total JOHN FABICK TRACTOR CO:						920.36
KINZER, PAUL						
KINZER, PAUL	LIBRARY DESK ASSISTANT AD	04/03/2025	232502-1	210-60-5511-3-35	169.95	169.95
Total KINZER, PAUL :						169.95
KWIK TRIP STORES						
KWIK TRIP STORES	DPW MONTHLY FUEL PURCHASES - FEB 2025	03/27/2025	DPW-FEB25	100-70-5411-3-38	5,004.17	5,004.17
KWIK TRIP STORES	FIRE DEPT MONTHLY FUEL - FEB 2025	03/27/2025	FD-FEB25	100-50-5244-3-38	206.66	206.66
KWIK TRIP STORES	POLICE DEPT MONTHLY FUEL - FEB 2025	03/27/2025	PD-FEB25	100-40-5212-3-38	2,226.10	2,226.10
Total KWIK TRIP STORES:						7,436.93
LANGE ENTERPRISES						
LANGE ENTERPRISES	STREET SIGN POST PARTS	04/03/2025	90778	100-70-5441-3-36	1,136.79	1,136.79
Total LANGE ENTERPRISES:						1,136.79
LARSON TRUCKING INC						
LARSON TRUCKING INC	SAND FOR BAGS NEEDED DAM REPAIR	04/03/2025	9430	700-10-5192-3-36	721.38	721.38
Total LARSON TRUCKING INC:						721.38
LIFESTAR EMERGENCY MEDICAL						
LIFESTAR EMERGENCY MEDICAL	ACLS SERVICE- MARCH 2025	04/03/2025	21-0314	100-10-5255-3-38	5,500.00	5,500.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total LIFESTAR EMERGENCY MEDICAL:						5,500.00
LINCOLN CONTRACTORS						
LINCOLN CONTRACTORS	CAULK FOR JOINTS IN POOL	04/03/2025	J39871	100-20-5525-3-36	227.70	227.70
LINCOLN CONTRACTORS	CAULK FOR JOINTS IN POOL	04/03/2025	J40416	100-20-5523-3-36	227.70	227.70
Total LINCOLN CONTRACTORS:						455.40
MENARDS - BEAVER DAM						
MENARDS - BEAVER DAM	TID 7 LOTS AVAILABLE SIGN REPAIR	04/03/2025	72131	407-70-5436-3-38	152.63	152.63
MENARDS - BEAVER DAM	PARTS/SUPPLIES - REPAIR TRUCK AIR LINE	04/03/2025	72647	100-70-5410-3-36	103.86	103.86
Total MENARDS - BEAVER DAM:						256.49
MENARDS - FOND DU LAC						
MENARDS - FOND DU LAC	BACKER ROD FOR POOL JOINTS	04/03/2025	42408	100-20-5523-3-36	17.82	17.82
Total MENARDS - FOND DU LAC:						17.82
MSA PROFESSIONAL SERVICES INC						
MSA PROFESSIONAL SERVICES INC	STORMWATER - UPDATE STORM LINE & BASIN ATTRIBUTES	04/03/2025	014107	700-10-5192-3-38	3,887.50	3,887.50
MSA PROFESSIONAL SERVICES INC	2024 CITY OF WAUPUN SWQMP REVISION	04/03/2025	014247	700-10-5192-3-38	2,573.75	2,573.75
Total MSA PROFESSIONAL SERVICES INC:						6,461.25
NAPA AUTO PARTS-WAUPUN						
NAPA AUTO PARTS-WAUPUN	REPAIR AIR HOSE FITTING	04/03/2025	436581	100-50-5244-3-36	4.53	4.53
Total NAPA AUTO PARTS-WAUPUN:						4.53
NIELSON COMMUNICATIONS INC						
NIELSON COMMUNICATIONS INC	HANDHELD AND SQUAD RADIOS	04/03/2025	AR36746	410-40-5211-4-00	19,529.04	19,529.04
Total NIELSON COMMUNICATIONS INC:						19,529.04
NOREGON SYSTEMS INC						
NOREGON SYSTEMS INC	JRPO WITH FAULT GUIDANCE - ANNUAL RENEWAL	04/03/2025	INV00274463	100-70-5411-3-38	1,699.00	1,699.00
Total NOREGON SYSTEMS INC:						1,699.00
O'REILLY AUTOMOTIVE INC						
O'REILLY AUTOMOTIVE INC	BATTERY - REPLACE BATTERY - 902	04/03/2025	2391-177803	100-70-5411-3-36	45.35	45.35
O'REILLY AUTOMOTIVE INC	OIL FILTER/MOTOR OIL - 150-24	04/03/2025	2391-179132	100-70-5411-3-36	30.28	30.28
O'REILLY AUTOMOTIVE INC	BATTERY-UNDERCOVER CAR	04/03/2025	2391-179242	100-40-5212-3-36	119.50	119.50
O'REILLY AUTOMOTIVE INC	OIL FILTERS/AIR FILTER - 22-13 & 19-24	04/03/2025	2391-179244	100-70-5411-3-36	33.02	33.02
Total O'REILLY AUTOMOTIVE INC:						228.15
PAYMENT SERVICE NETWORK INC						
PAYMENT SERVICE NETWORK INC	CITY OF WAUPUN CLINIC PAYMENTS - 02/01/25-02/28/25	03/27/2025	307941	100-10-5256-3-38	7.00	7.00
Total PAYMENT SERVICE NETWORK INC:						7.00

Payee	Description	Check Issue Date	Invoice Number	Invoice Gl. Account	Invoice Amount	Check Amount
PIGGLY WIGGLY DISCOUNT FOODS						
PIGGLY WIGGLY DISCOUNT FOODS	ELECTION - 4-1-25	04/03/2025	4267	100-10-5142-3-38	72.16	72.16
Total PIGGLY WIGGLY DISCOUNT FOODS:						72.16
PRINT SOLUTIONS						
PRINT SOLUTIONS	INK CARTRIDGES	04/03/2025	170036	100-40-5211-3-38	52.98	52.98
Total PRINT SOLUTIONS:						52.98
PROS 4 TECHNOLOGY INC						
PROS 4 TECHNOLOGY INC	IT MANAGEMENT APRIL 2025	04/03/2025	56193	100-10-5197-3-38	2,785.00	2,785.00
PROS 4 TECHNOLOGY INC	AGREEMENT ADVANCED SECURITY APRIL 2025	04/03/2025	56194	100-10-5197-3-38	742.00	742.00
PROS 4 TECHNOLOGY INC	MICROSOFT 365 AGREEMENT APRIL 2025	04/03/2025	56195	100-10-5197-3-38	209.50	209.50
PROS 4 TECHNOLOGY INC	BACKUP MANAGEMENT APRIL 2025	04/03/2025	56196	100-10-5197-3-38	80.00	80.00
PROS 4 TECHNOLOGY INC	DOOR ACCESS CONTROL DOORS COMM CENTER FEB 2025	04/03/2025	56197	100-20-5511-3-38	70.00	70.00
Total PROS 4 TECHNOLOGY INC:						3,886.50
SALAMONE SUPPLIES						
SALAMONE SUPPLIES	BUILDING SUPPLIES	04/03/2025	178888	100-70-5410-3-38	271.82	271.82
Total SALAMONE SUPPLIES:						271.82
SAN-A-CARE INC						
SAN-A-CARE INC	BUILDING SUPPLIES	04/03/2025	645717	100-70-5410-3-38	771.31	771.31
Total SAN-A-CARE INC:						771.31
SCHWAAB INC						
SCHWAAB INC	CALENDAR MAGNETS	04/03/2025	4598974	420-70-5436-3-38	600.00	600.00
SCHWAAB INC	SHIPPING CALENDAR MAGNETS	04/03/2025	4599530	420-70-5436-3-38	40.00	40.00
Total SCHWAAB INC:						640.00
SENSIT TECHNOLOGIES LLC						
SENSIT TECHNOLOGIES LLC	SENSIT GOLD "4" GAS/LABOR/SENSOR - REQUIRED FACTORY MAINT	04/03/2025	SMPI-0004707	100-50-5244-3-36	363.36	363.36
SENSIT TECHNOLOGIES LLC	ANNUAL MAINTENANCE ON HCN METER	04/03/2025	SMPI-0005102	100-50-5244-3-36	118.35	118.35
Total SENSIT TECHNOLOGIES LLC:						481.71
SHARE CORPORATION						
SHARE CORPORATION	TROUNCE/DISINFECTANT WIPES/SPRAY HEAD	04/03/2025	299799	100-70-5410-3-38	558.06	558.06
Total SHARE CORPORATION:						558.06
SMA CONSTRUCTION SERVICES						
SMA CONSTRUCTION SERVICES	REIMBURSE BOND PAYMENT - 520 MCKINLEY ST	03/31/2025	3-31-25	230-21120	3,000.00	3,000.00
Total SMA CONSTRUCTION SERVICES:						3,000.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
<b>SSM HEALTH AT WORK</b>						
SSM HEALTH AT WORK	EAP QUARTERLY FEE	04/03/2025	45293	100-10-5143-3-38	506.25	506.25
Total SSM HEALTH AT WORK:						506.25
<b>STAPLES</b>						
STAPLES	RUBBERBANDS - ELECTION	04/03/2025	6028280468	100-10-5142-3-38	6.98	6.98
STAPLES	POST-IT NOTES - ELECTION	04/03/2025	6028280469	100-10-5142-3-38	16.58	16.58
Total STAPLES:						23.56
<b>TOP PACK DEFENSE</b>						
TOP PACK DEFENSE	UNITY FAST ABSOLUTE RISER	04/03/2025	15711	100-12634	105.00	105.00
TOP PACK DEFENSE	CLOTHING ALLOWANCE - HALVERSON	04/03/2025	15715	100-12634	374.00	374.00
Total TOP PACK DEFENSE:						479.00
<b>TRU CLEANERS LLC</b>						
TRU CLEANERS LLC	CLEANING SERVICE FOR CITY OF WAUPUN - FOR MAR 2025	04/03/2025	CW040125	100-70-5410-3-38	4,217.37	4,217.37
Total TRU CLEANERS LLC:						4,217.37
<b>US CELLULAR</b>						
US CELLULAR	ECONOMIC DEVELOPER/ADMINISTRATOR CELL PHONE - MAR 2025	04/03/2025	0717622216	100-10-5191-3-31	388.08	388.08
Total US CELLULAR:						388.08
<b>VALIDO HOMES</b>						
VALIDO HOMES	REIMBURSE BOND PAYMENT - 1016 & 1017 TANAGER ST	03/31/2025	3-31-25	230-21120	2,000.00	2,000.00
Total VALIDO HOMES:						2,000.00
<b>VANDEZANDE &amp; KAUFMAN, LLP</b>						
VANDEZANDE & KAUFMAN, LLP	TRAFFIC MONTHLY ATTORNEY FEES - MAR 2025	04/03/2025	16369	100-10-5161-3-38	450.00	450.00
Total VANDEZANDE & KAUFMAN, LLP:						450.00
<b>VERTICAL CONSULTANTS LLC</b>						
VERTICAL CONSULTANTS LLC	CONSULTING SERVICES - US CELL/CELL SITE LEASE	04/03/2025	19373	404-10-5711-3-38	276.50	276.50
Total VERTICAL CONSULTANTS LLC:						276.50
<b>WAUKESHA CTY TECH COLLEGE</b>						
WAUKESHA CTY TECH COLLEGE	TRAINING - CUPERY	04/03/2025	S0857320	100-40-5215-3-37	165.00	165.00
Total WAUKESHA CTY TECH COLLEGE:						165.00
<b>WAUPUN AREA ANIMAL SHELTER INC</b>						
WAUPUN AREA ANIMAL SHELTER IN	MONTHLY CONTRACT - APRIL 2025	04/03/2025	APR2025	100-40-5343-3-38	1,000.00	1,000.00
Total WAUPUN AREA ANIMAL SHELTER INC:						1,000.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
WAUPUN UTILITIES						
WAUPUN UTILITIES	VERIZON CHARGES - DPW I-PADS - MAR 2025	04/03/2025	6368	100-70-5420-3-31	68.19	68.19
WAUPUN UTILITIES	CREDIT - VERIZON CHARGES	04/03/2025	3232	100-70-5420-3-31	3.18-	3.18-
Total WAUPUN UTILITIES:						65.01
WELLS FARGO PAYMENT REMITT						
WELLS FARGO PAYMENT REMITT	HEXCO MOTORSPORTS LLC - CAM AM TRACK - PARTS	03/27/2025	ANGIE-JAN25	100-13850	717.80	717.80
WELLS FARGO PAYMENT REMITT	AMAZON - REHAB FLUIDS	03/27/2025	BJ-JAN25/FE	100-50-5244-3-38	1,191.70	1,191.70
WELLS FARGO PAYMENT REMITT	SPECTRUM BILL - LIBRARY - 05/04/25-03/03/25	03/27/2025	BRET-FEB25	210-60-5511-3-31	384.92	384.92
WELLS FARGO PAYMENT REMITT	EBAY - 105-08 REPLACE TAIL LIGHT	03/27/2025	JEFF-JAN25/F	100-70-5411-3-36	37.03	37.03
WELLS FARGO PAYMENT REMITT	FEDEX - RETURN A FAULTY SAFE FLEET DVR FOR REPAIR	03/27/2025	JEREMY-FEB	100-40-5211-3-33	625.86	625.86
WELLS FARGO PAYMENT REMITT	WEDA - INDIVIDUAL MEMBERSHIP RENEWAL FEE	03/27/2025	KATHY-JAN25	100-80-5670-3-34	400.00	400.00
Total WELLS FARGO PAYMENT REMITT:						3,357.31
WI DEPT OF JUSTICE						
WI DEPT OF JUSTICE	G3369 - BACKGROUND CHECKS - MAR 2025	04/03/2025	G3369-MAR25	100-40-5213-3-38	14.00	14.00
Total WI DEPT OF JUSTICE:						14.00
WI DEPT OF REVENUE						
WI DEPT OF REVENUE	ANNUAL TID 9 FEE	03/27/2025	L1448958128	419-70-5436-3-38	900.00	900.00
Total WI DEPT OF REVENUE:						900.00
ZARNOTH BRUSH WORKS INC						
ZARNOTH BRUSH WORKS INC	TUBE BROOM/GUTTER BROOM	04/03/2025	0201228-IN	700-10-5192-3-36	1,101.10	1,101.10
Total ZARNOTH BRUSH WORKS INC:						1,101.10
Grand Totals:						252,657.53

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-10-5110-3-35	179.96	.00	179.96
100-10-5110-3-38	44.96	.00	44.96
100-10-5131-3-31	40.00	.00	40.00
100-10-5141-3-31	67.07	.00	67.07
100-10-5142-3-38	605.67	.00	605.67
100-10-5143-3-38	506.25	.00	506.25
100-10-5161-3-38	450.00	.00	450.00
100-10-5191-3-31	67.07	.00	67.07
100-10-5191-3-37	50.00	.00	50.00
100-10-5194-3-38	1,118.00	.00	1,118.00
100-10-5197-3-31	432.34	.00	432.34
100-10-5197-3-38	3,816.50	.00	3,816.50
100-10-5255-3-38	5,500.00	.00	5,500.00
100-10-5256-3-38	7.00	.00	7.00
100-12634	498.99	.00	498.99



GL Account	Debit	Credit	Proof
100-13850	660.15	.00	660.15
100-20-5511-3-31	216.63	.00	216.63
100-20-5511-3-38	287.20	.00	287.20
100-20-5523-3-36	245.52	.00	245.52
100-20-5525-3-36	3,492.81	.00	3,492.81
100-20-5525-3-38	252.50	.00	252.50
100-21100	36.17	49,876.53-	49,840.36-
100-30-5152-3-38	3,203.58	.00	3,203.58
100-40-5211-3-30	159.16	.00	159.16
100-40-5211-3-31	92.46	.00	92.46
100-40-5211-3-33	22.83	.00	22.83
100-40-5211-3-34	40.00	.00	40.00
100-40-5211-3-37	357.89	.00	357.89
100-40-5211-3-38	216.17	32.99-	183.18
100-40-5212-3-36	119.50	.00	119.50
100-40-5212-3-37	85.99	.00	85.99
100-40-5212-3-38	2,389.93	.00	2,389.93
100-40-5213-3-38	14.00	.00	14.00
100-40-5215-3-37	165.00	.00	165.00
100-40-5215-3-38	428.96	.00	428.96
100-40-5343-3-38	1,000.00	.00	1,000.00
100-50-5230-3-31	44.72	.00	44.72
100-50-5230-3-37	395.01	.00	395.01
100-50-5230-3-38	52.97	.00	52.97
100-50-5244-3-30	79.80	.00	79.80
100-50-5244-3-31	223.58	.00	223.58
100-50-5244-3-34	186.48	.00	186.48
100-50-5244-3-36	547.49	.00	547.49
100-50-5244-3-37	318.78	.00	318.78
100-50-5244-3-38	637.06	.00	637.06
100-50-5251-3-31	29.81	.00	29.81
100-70-5410-3-36	1,223.46	.00	1,223.46
100-70-5410-3-38	5,818.56	.00	5,818.56
100-70-5411-3-36	1,211.68	.00	1,211.68
100-70-5411-3-38	5,257.56	.00	5,257.56
100-70-5412-3-31	108.60	.00	108.60
100-70-5420-3-31	203.19	3.18-	200.01
100-70-5420-3-38	2,785.00	.00	2,785.00
100-70-5441-3-36	1,136.79	.00	1,136.79
100-70-5613-3-38	1,946.90	.00	1,946.90
100-80-5670-3-34	350.00	.00	350.00
100-80-5670-3-37	75.00	.00	75.00
100-80-5670-3-38	410.00	.00	410.00
210-21100	.00	605.61-	605.61-
210-60-5511-3-31	230.71	.00	230.71
210-60-5511-3-35	169.95	.00	169.95
210-60-5511-3-38	204.95	.00	204.95
230-21100	.00	23,302.74-	23,302.74-
230-21120	6,500.00	.00	6,500.00
230-30-5241-3-38	16,802.74	.00	16,802.74
400-20-5514-8-00	9,300.00	.00	9,300.00
400-21100	.00	9,300.00-	9,300.00-
401-21100	.00	150.00-	150.00-
401-70-5436-3-38	150.00	.00	150.00
404-10-5711-3-38	2,670.50	.00	2,670.50
404-21100	.00	2,670.50-	2,670.50-
405-21100	.00	89,027.36-	89,027.36-
405-70-5436-3-38	150.00	.00	150.00

GL Account	Debit	Credit	Proof
405-70-5438-8-00	88,877.36	.00	88,877.36
407-21100	.00	302.63-	302.63-
407-70-5436-3-38	302.63	.00	302.63
408-21100	.00	150.00-	150.00-
408-70-5436-3-38	150.00	.00	150.00
410-21100	.00	19,529.04-	19,529.04-
410-40-5211-4-00	19,529.04	.00	19,529.04
418-21100	.00	150.00-	150.00-
418-70-5436-3-38	150.00	.00	150.00
419-21100	.00	150.00-	150.00-
419-70-5435-3-38	75.00	.00	75.00
419-70-5436-3-38	75.00	.00	75.00
420-21100	202.21	13,509.00-	13,306.79-
420-70-5436-3-38	13,509.00	202.21-	13,306.79
425-21100	760.69	35,276.20-	34,515.51-
425-70-5476-3-38	35,276.20	760.69-	34,515.51
430-21100	.00	2,707.65-	2,707.65-
430-70-5436-3-42	2,707.65	.00	2,707.65
700-10-5192-3-36	1,822.48	.00	1,822.48
700-10-5192-3-38	5,126.86	.00	5,126.86
700-21100	.00	6,949.34-	6,949.34-
<b>Grand Totals:</b>	<u>254,655.67</u>	<u>254,655.67-</u>	<u>.00</u>

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

City Recorder: \_\_\_\_\_

Report Criteria:  
Report type: Invoice detail  
Check.Type = {<>} "Adjustment"  
Invoice.Batch = "a","033125","040825"



**Minutes - City of Waupun**  
Board of Parks and Recreation Commission

Tuesday, September 3, 2024 – City Council Chambers

CALL TO ORDER

Commission Vice President Williams called the meeting to order at 5:33pm

ROLL CALL:

Citizens: Megan Williams, Wanda Nick, Lexi Zarn, and Mary Kay Gorst.  
Alderman: Kambria Ledesma  
Ex-officio: Recreations Director, Rachel Kaminski, and City Administrator, Kathy Schlieve  
Approved Absence: Doug Disch  
Guest: Lucas Dawson

CONSIDERATION - ACTION

1. Approve Minutes of July 29, 2024 Meeting – Motion by Gorst, seconded by Zarn to accept the minutes as presented. Motion passed unanimously.
2. Approve Waupun Hockey Association Facility Use Agreement – Lucas Dawson presents on the status of the Ice Arena and their programming. Schlieve brought up renaming the facility. Motion by Ledesma to approve the Agreement as presented, seconded by Williams. Motion passes unanimously.
3. Playground Equipment Selection for Zoellner Park – Schlieve presents. Winterhack discussed the options of shade, and the benefits of each choice. Motion by Williams, seconded by Gorst to recommend selecting option NU-3428 at a cost \$38,139.00 to the common council and that the council authorize early purchase of the playground equipment by December 20, 2024 to leverage the available discounts on selected equipment. Motion carries.
4. Approve Community Center Policies – Kaminski presents. Ledesma suggested some formatting and typos. Williams made the motion to approve the policy with the noted changes, seconded by Zarn. Motion passes unanimously.
5. Approve Community Center Membership Fees – Kaminski presents. Winterhack asked about a youth day pass. More discussion regarding fees. The fees are modest enough to encourage as much participation as possible in the new building. Motion to approve fee schedule as presented, Williams seconded. Motion passes unanimously.

DISCUSSION ITEMS

6. Recreation Updates – Senior Center, Park Program, Camp, Aquatic Center.

7. Recap of Self-Service Kayak Rentals. Williams discussed speaking with avid kayakers regarding where they go and how long they go for. It was suggested to distribute a survey to the community to gauge interest. This project probably isn't going to move forward until 2026.

8. Moving, Opening & Ribbon Cutting of Community Center – Kaminski presents. Closing the Senior Center mid October to get moved. (With the exception of foot care and lunches) Opening date October 21. The gym will be closed for the election being relocated to the Community Center due to the disabled City Hall elevator. The ribbon cutting will happen December 3, 2024.

9. Community Center Rental Fees – Schlieve presents. The fees are not available yet due to a need to iron out cost of operations. We are not taking any private rentals as of yet.

#### FUTURE MEETINGS

10. Monday, September 30, 2024 at 5:30pm at City Hall

Zarn moves to adjourn, seconded by Ledesma. Motion passes.

#### ADJOURNMENT

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kambria Ledesma". The signature is fluid and cursive, with a long horizontal stroke at the end.

Kambria Ledesma, Secretary  
City of Waupun



**MINUTES**  
**CITY OF WAUPUN ECONOMIC DEVELOPMENT**  
**COMMITTEE**  
**Waupun Community Center Conference Room, 520**  
**McKinley Street, Waupun, WI 53963**  
**Wednesday, October 30, 2024 at 8:00 AM**

Meeting called to order at 8 am by Chairperson Jason Westphal.

Roll call taken with the following members present: Jason Westphal, Pete Kaczmarek, Dan Siebers, Lisa McArthur, and Steve Brooks. Absent and excused Attorney Vande Zande. Also present Mayor Bishop, Administrator Kathy Schlieve, Assistant Administrator Casey Langenfeld (online), and Jeff Daane.

Motion Siebers, second Brooks to approve the consent agenda, including open and closed session minutes from August 27, 2024. Carried unanimously.

Motion Siebers, second Brooks to adjourn in closed session under Section 19.85 (1) of the WI Statutes for: (e) 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.

Motion Brooks, second McArthur to reconvene in open session under Section 19.85(2) of the WI Statutes. Carried unanimously.

No action from closed session taken.

No advanced planning discussion.

Motion McArthur, second Siebers to adjourn meeting at 9:22 am. Carried unanimously.



**Minutes - City of Waupun**  
Board of Public Works

Tuesday, October 5, 2024 – City Council Chambers

CALL TO ORDER

Chairman Matoushek called the meeting to order at 4:32pm

ROLL CALL

Alderspersons: Peter Kaczmarek, Kambria Ledesma, Mike Matoushek

Citizens: Dale Heeringa, Andrew Sullivan, Dave Rens, Gregg Zonnefeld

Ex-Officio: DPW Director Jeff Daane, City Administrator Kathy Schlieve

Additional Attendees: Mayor Rohn Bishop, Jaedon Buchholz

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

1. Next Meeting: December 10, 2024, 4:30 p.m. Common Council Chambers, Waupun City Hall

PRIOR MEETING MINUTES

2. Approve Minutes from October 8, 2024 Board of Public Works – Motion by Sullivan, seconded by Heeringa. Motion passes unanimously.

CONSIDERATION - ACTION

3. Public Emergency Declaration City Facility Roofs Damaged during Hailstorm – Daane presents. Contractor is looking to begin in the next few weeks. It appears the deductible will be waived due to the size of the claim. Motion by Zonnefeld, seconded by Rens to approve the resolution declaring a public emergency for the City roofs damaged during the May 2024 Hailstorm as presented, and recommend approval of repairs to the Common Council under emergency order. Motion passes unanimously.
4. Recommend Approval of MSA Agreement for Alley Reconstruction Project (N. Mill St. to N. Madison St.) – Daane presents. Main St is so busy that most businesses are utilizing their back entrances more than ever before. The failing blacktop and hanging wires are an eyesore and could become problematic. Some designs are in the works on how to maximize the potential of the space and beautify the area. A listening session with MSA is on the horizon. Motion by Ledesma, seconded by Heeringa to recommend approval of the MSA agreement for the Alley Reconstruction project N Mill St to N Madison to the Common Council as presented. Motion passes unanimously.
5. Recommend Approval of MSA Agreement for Newton & Rock Avenue Reconstruction Project (Phase #2) – Daane presents. The west side has no storm sewer at all. This would add necessary infrastructure to keep the water off the street. Motion by Rens, seconded by Sullivan to recommend approval of the

MSA Newton and Rock Avenue Reconstruction project phase 2 agreement to the Common Council as presented. Motion passes unanimously.

6. Recommend Approval of Estimate with All Phase, LLC to Rebuild the Aquatic Center Pool Heater – Daane presents. It was recommended to Daane that replacing the heat exchanger and the broken bricks while fix our problem at a large cost savings to the City. Motion by Zonnefeld, seconded by Sullivan to recommend approval of the All-Phase repair quote for \$39,859 to rebuild the existing boiler with the new fire brick, burners and heat exchanger as presented. Funds for the project have been allocated in the 2025 capital improvement budget.

ADJOURNMENT

Motion by Heeringa, seconded by Rens. Motion passes unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kambria Ledesma". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Kambria Ledesma, Clerk  
City of Waupun



**A G E N D A**  
**CITY OF WAUPUN PLAN COMMISSION MEETING**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Monday, December 09, 2024 at 4:30 PM**

Meeting called to order at 4:30 pm by Chairperson Mayor Bishop.

Roll call taken. Members Present: Chairman Bishop, Jason Whitford (online), Elton TerBeest, Jeff Daane, Gary DeJager, Jerry Medema, Mike Matoushek (online); Staff Present: Sue Leahy, Administrator Schlieve; Attorney Vande Zande. Members of public present: Keaton Schultz, Jim Lundberg.

No members of the public present to address the Plan Commission. Public participation closed.

Plan Commission will meet as regularly scheduled on Wednesday, 12/18, 4:30 p.m. at Waupun City Hall.

Motion TerBeest, second Medema to approve minutes from September 18, 2024 Plan Commission Meeting. Carried unanimously.

Annexation ordinance is presented for consideration to bring land from Town of Chester, Dodge County, Tax Parcel Numbers 010-1315-0543-015 and 010-1315-0543-014 into the City of Waupun. The City purchased these parcels from National Rivet and the recommended zoning is PCD. MSA surveyors are verifying final land description prior to consideration by the common council. Motion DeJager, second Medema to approve and recommend annexation to City of Waupun. Carried unanimously.

Annexation ordinance is presented for consideration to bring land from Town of Chester, Dodge County, Tax Parcel Numbers 010-1315-0844-000 to the City of Waupun. The City purchased these parcels from Vande Holsteins and the recommended zoning is M2. MSA surveyors are verifying final land description prior to consideration by the common council. Motion DeJager, second Whitford to approve and recommend the annexation to City of Waupun. Carried unanimously.

Rapids Housing, LLC has obtained a variance allowing narrower lot width on property they own at 916 S Madison St. A site plan for additional manufactured homes is presented. Whitford expresses concern that the proposed use is not the highest and best use for the land. General discussion about the ownership and zoning of the existing land. Leahy notes that the proposed use is consistent with zoning and abutting units. She further notes that the neighbor to the east expressed desire to have a fence added as the park expands closer to their property. Keaton Schultz explains that the homes will sell for \$69K to \$79K and that the fence would be an added expense that he does not feel is warranted. Schultz agrees to talk with neighboring property owner to reach a satisfactory solution to the concern. Motion Daane, second TerBeest to approve the site plan as presented, with the contingency that all storm water requirements are met, including a long-term maintenance agreement. Carried 5 to 1 with Whitford voting no.

Administrator Schlieve notes that 301 E Main is owned by the City and is being prepared for sale. The survey as presented removes the back alleyway from the building parcel at 301 E Main Street and adds it to the public alleyway retained by the city and located on the south side of the building. The Zoning Administrator requests the addition of B2 Zoning to the map as the only change. Motion Whitford, second TerBeest to approve the CSM as presented. Carries unanimously.

Motion Medema, second DeJager to adjourn the meeting at 4:47 pm. Carries unanimously.





**MINUTES**  
**CITY OF WAUPUN CDA COMMITTEE MEETING**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, December 17, 2024 at 7:45 AM**

Meeting called to order by Chairperson, Mayor Bishop at 7:45 am.

Roll call was taken. Members present include: Mayor, Rohn Bishop; Sue Vandenberg; Cassandra Verhage (online); Derek Drews; Steve Daute; and Gary DeJager. Absent and excused: Bobbi Jo Kunz. Also present, Administrator Schlieve, Assistant Administrator Langenfeld, and Jason Whitford (online).

Motion DeJager, second VerHage to approve the agenda as printed. Carried unanimously.

Motion Drews, second DeJager to approve the consent agenda, including minutes from July 16, 2025 CDA meeting, and July, August, September, October and November 2024 financial statements. No further discussion. Carried unanimously.

An outstanding application for Stone & Suede was reviewed. Administrator Schlieve notes that she talked with the business owners about their \$5K grant award to repair the back of their building. They struggled to get a contractor and costs made the project not feasible in 2024. Motion VerHage, second Vandenberg to cancel the grant award and to encourage Stone & Suede to reapply when they are ready to move forward. No further discussion. Carried unanimously.

Administrator Schlieve presented a draft of the 2025 CDA budget, with anticipated restricted and unrestricted carryover along with anticipated 2025 revenues for the district. Projects that the budget will support in 2025 include ongoing grants for façade improvements, north alley engineering and design, streetscaping and continued focus on targeted investment. Motion Vandenberg, second DeJager to accept the 2025 budget as presented. General discussion about needs to improve parking and ensure that porta potties are required at events is recommended by the group. No further discussion. Carried unanimously.

Administrator Schlieve presents 2024 CDA Façade Improvement Grant Guidelines and Application to discuss possible revisions. Motion Daute, second DeJager to keep the same guidelines for 2025 as offered in 2024. No further discussion. Carried unanimously.

Administrator Schlieve discusses planning for 2027 and beyond for CDA program sustainability. The expenditure period for the TID that funds CDA activity will close in 2027. At that point, CDA programs will cease unless an alternative operating plan with viable funding sources is identified. Schlieve revisits the idea of a Revolving Loan Fund as an alternative and recommends that the group reconsider use of this type of tool in the near future. General discussion about the risks and purpose of an RLF is reviewed. General consensus to examine creation of an RLF. Staff will compile information and prepare for a future CDA meeting presentation.

Administrator Schlieve provides updates, indicating that the city council will be considering an offer to purchase and developer agreement to increase multi-family housing at an upcoming meeting. Sale of 301 E Main St (former Senior Center) is progressing slowly with interested buyers doing their due diligence on the building. The City has applied in collaboration with Ripon, North Fond du Lac, and Campbellsport, for a rural entrepreneurship opportunity fund loan/grant program to support business startups in Rural Fond du Lac County. Envision Greater Fond du Lac is creating a new strategic economic development plan for the county. Finally, Schlieve emphasized that a major project in the downtown will be the back alleyway redevelopment on the north side of Main St. Business owners will be invited to a series of public input sessions to share their thoughts.

The next regularly scheduled meeting of the CDA is January 21, 2025 at 7:45 am, Waupun City Hall Council Chambers.

Motion VerHage, second Vandeberg to adjourn the meeting at 8:20 am. No further discussion. Carried unanimously.

Minutes prepared by Kathy Schlieve, Administrator

**Minutes of a Regular Meeting of the  
Waupun Utilities Commission  
Monday, January 13, 2025**

Meeting called to order by President Heeringa at 4:00 p.m.

Present: Commissioner Daane, Commissioner Heeringa, Commissioner Homan, Commissioner Kunz, Commissioner Siebers, Commissioner Thurmer and Mayor Bishop.

Absent with notice: Commissioner Ledesma

Motion made by Thurmer, seconded by Kunz and unanimously carried, to approve minutes from November 11, 2024 meeting.

Motion by Kunz, seconded by Daane and unanimously carried, bills for month of November and December 2024 approved as presented.

On motion by Thurmer, seconded by Siebers and unanimously carried, year-to-date financial reports through November 2024 approved as presented by Finance Director Stanek. Electric operating income was \$481,300. Water operating income was \$494,198. Sewer operating income was \$309,222.

General Manager Brooks provided updates from the GM and electric operations reports. Two employees are enrolled in WPPI's Joint Action Leadership Program. Waupun Utilities is working with area schools and CESA to develop a youth apprenticeship program for the Wastewater Treatment Plant. The electric crew worked with directional drilling contractor to install conduit in the Claggett Avenue area. Also, completed wood street light pole replacements and nine overhead rebuilds in 2024.

Treatment Facilities and Operations Superintendent Schramm presented the treatment facilities and operations water and wastewater report. Water tower levels were lowered for winter operations. Level 1 bleeders have been turned on, will continue to monitor the weather and may turn Level 2 bleeders on in February. Major and minor preventative maintenance on the west centrifuge is complete. Distribution and Collection crew completed sanitary sewer flushing in November and have begun the large water meter verification process.

President Heeringa welcomed visitors Jason Whitford and Jaedon Buchholz, present via Zoom.

Finance Director Stanek presented the Test Year 2025 Wastewater Rate Analysis. The WDNR and USDA require municipal wastewater systems to conduct a rate analysis at least every two years as a condition of receiving regulatory funding. The last full wastewater rate analysis was conducted in 2019 using a 2023 test year. Based upon the results of the rate study, management recommends a sewer rate increase of 25.6% to be implemented in the first quarter of 2025 to address debt coverage and cash flow shortfalls identified in the study. Management will present the study to the council at the February city council meeting.

Motion made by Thurmer, seconded by Homan to approve the Wastewater Rate Analysis as presented. On roll call vote, motion passed 5-0. Homan, Daane, Siebers, Thurmer, and Kunz voting yay.

On motion by Kunz, seconded by Siebers and unanimously carried, meeting adjourned at 5:35 p.m.

The next regular commission meeting will be held on February 10, 2025 at 4:00 p.m.

Madi DeBoer  
Customer Billing Representative



**MINUTES**  
**CITY OF WAUPUN PLAN COMMISSION**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Wednesday, January 15, 2025 at 4:30 PM**

Mayor Bishop, Chairperson, called the meeting to order at 4:30 pm on January 15, 2025.

Roll call taken. Members Present: Chairperson Bishop; Jason Whitford (online); Elton TerBeest; Jeff Daane; Gary DeJager; Jerry Medema; Mike Matoushek (online). Staff present: Sue Leahy, Grand Valley Inspection; Administrator Schlieve; Attorney Vande Zande. Members of the public present: Eric Drazkowski, Excel Engineering; Devin Coyle, Pelton Builders/Carver Flats; Alex Fiebrig, Excel Engineering; Casey Scholz, Excel Engineering.

No members of the public present to speak with the Plan Commission. No public participation allowed after this point of the meeting.

Administrator Schlieve communicates need for a special meeting due to a pending project. January 27, 2025 at 4:30 pm is determined as date to hold a special meeting. Regularly schedule Plan Commission meeting for February 19, 2025 will only be held if needed.

Motion Whitford, second Matoushek to approve Minutes from December 9, 2024 Plan Commission Meeting. Carried unanimously.

Administrator Schlieve reviews requirements to release existing easements on Lot 4 inclusive within Heritage Ridge Located in the NW 1/4 of Section 9, T.13N. R15E, in City of Waupun, Dodge County, WI, stating that a new easement is being established in future action items via a CSM. Motion Whitford, second Matoushek to release easements as presented. Carried unanimously.

A CSM is presented to combine Lot 4 of Heritage Ridge and Lot 1 of CSM #547 into one parcel. The parcel resulting is the site for the Carver Flats development with site plan to be approved in the subsequent agenda item. The CSM as presented reflects an easement for the updated stormwater easement proposed in the previous agenda item. Motion TerBeeest, second Medema. Carried unanimously.

Devin Coyle, Pelton Builders, presents the site plan for Carver Flats, a multi-family development to located on the combined parcel approved in previous agenda item. The parcel sits north of Bayberry Lane and East of STH 26 in Heritage Ridge, TID 9. Daane explains that all staff approvals have been completed except for revisions in process on stormwater requirements for the site. Staff recommendation is to approve plan contingent on stormwater requirements being met. Motion DeJager, second Medema to approve site plan as presented, contingent on stormwater requirements defined by city stormwater engineer being met. Carried unanimously.

Eric Drazkowski, Excel Engineering, presents site plan for Eagle Flexible Packaging to expand their operations in Waupun Industrial Park. Administrator Schlieve notes that a developer's agreement has been approved by the Common Council. The approval includes a stormwater pond to sit on abutting city-owned land to the east of the site. Daane notes that MSA and Excel Engineering are working through final stormwater details and that approval should be contingent on the requirements outlined by city engineers. Motion DeJager, second Whitford to approve the site plan for Eagle Flexible Packaging as presented, contingent on stormwater requirements defined by city engineers being met. Carried unanimously.

Motion Medema, second DeJager to adjourn the meeting at 4:53 p.m. Carried unanimously.



**MINUTES**  
**CITY OF WAUPUN ECONOMIC DEVELOPMENT**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Monday, January 27, 2025 at 3:00 PM**

Meeting called to order at 3 pm by Chairperson Westphal.

Roll call taken. Members present include Westphal, Kaczmarek, Siebers (online), McArthur, Brooks, Mayor Bishop. Also present, Attorney Vande Zande, Administrator Schlieve, Assistant Administrator Langenfeld, Director of Public Works Jeff Daane.

No one present for Public Comment.

Motion McArthur, second Brooks, to approve Minutes for open and closed session from October 30, 2024 Economic Development Committee meeting. No further discussion. Carried unanimously.

Motion Siebers, second Kaczmarek to move into closed session under Section 19.85 (1) of the WI Statutes for: (e) 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. Carried unanimously.

Motion Siebers, second Brooks to reconvene to open session under Section 19.85(2) of the WI Statutes. Carried unanimously.

No action taken from closed session.

Motion McArthur, second Kaczmarek to adjourn meeting at 4:30 pm. No further discussion. Carried unanimously.



**MINUTES**  
**CITY OF WAUPUN PLAN COMMISSION**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Monday, January 27, 2025 at 4:30 PM**

Meeting called to order by Chairperson Mayor Bishop at 4:30 p.m.

Roll call taken. Members Present: Chairperson Bishop; Jason Whitford (online); Elton TerBeest; Jeff Daane; Gary DeJager; Jerry Medema; Mike Matoushek (online). Staff present: Sue Leahy, Grand Valley Inspection; Administrator Schlieve; Attorney Vande Zande. Also present: Jim Lundberg, Point of Beginning on behalf of Dollar General.

No one from public is present to address the Plan Commission. Public participation is closed from this point of meeting forward.

Chairperson Mayor Bishop notes that the next regularly scheduled Plan Commission Meeting is February 19, 2025, 4:30 pm, Waupun City Hall

Motion Matoushek, second TerBeest to approve minutes from January 15, 2025 Plan Commission meeting. Carried unanimously.

Administrator Schlieve presents request to approve Special Exception Permit for Highway Setback Area and Waiver of Damages for the Carver Flats development. WI-DOT requires this permit to install pavement in their setback area. The City is the applicant on behalf of Carver Flat developer because the City still owns the land. Motion DeJager, second TerBeest to approve the special exception permit as presented. No further discussion. Carried unanimously.

Administrator Schlieve presents request to approve Restriction Release Regarding the Plat of Harris Park Subdivision Document Number 113742A, noting that this is in response to a Council resolution appealing WI-DOT for the removal to mitigate limitations development has faced in this area due to the restriction. Schlieve notes that all remaining approvals for the proposed Dollar General are contingent on approval of this agenda item. Motion TerBeest, second Matoushek to approve the Restriction Release Regarding the Plat of Harris Park Subdivision Document Number 112742A as presented. No further discussion. Carried unanimously.

Administrator Schlieve presents partial easement release agreement between City of Waupun and DGI, Inc., noting that this release and subsequent agenda items 6, 7 and 8 are adjusting existing and redrawing easements needed to serve the site to serve Dollar General. Motion Daane, second Matoushek to approve the partial easement release agreement as presented. No further discussion. Carried unanimously.

Motion DeJager, second Medema to approve Sewer and Water Easement Agreement Between City of Waupun and DGI, Inc. as presented. No further discussion. Carried unanimously.

Motion Matoushek, second TerBeest, to approve the Drainage Agreement Between City of Waupun and DGI, Inc. as presented. Jeff Daane notes that we are still working through final stormwater review and approval should be contingent on meeting final requirements outlined by city engineer. Matoushek amends motion to include contingency and TerBeest seconds. No further discussion. Carried unanimously.

Motion Matoushek, second DeJager to approve Electric Easement Agreement Between City of Waupun and DGI, Inc. as presented. No further discussion. Carried unanimously.

Motion TerBeest, second Whitford to approve Site Plan for Dollar General to Locate on LOT 1 CSM 8609 Parcel WPN-14-15-99-HB-055-00. General discussion about elevation of pond and stormwater infrastructure. Jeff Daane notes again that we are still working through final stormwater review and approval should be contingent on meeting final requirements outlined by city engineer. TerBeest amends motion to include contingency and Whitford seconds. No further discussion. Carried unanimously.

Motion Medema, second TerBeest to adjourn the meeting at 4:48 pm. Carried unanimously.

Minutes Prepared and Submitted by Kathy Schlieve, 1/27/25.

**Minutes of a Regular Meeting of the  
Waupun Utilities Commission  
Monday, February 10, 2025**

Meeting called to order by President Heeringa at 4:00 p.m.

Present: Commissioners Daane, Heeringa, Homan, Kunz, Siebers and Thurmer

Absent: Commissioner Ledesma

Motion made by Kunz, seconded by Thurmer and unanimously carried, to approve minutes from January 13, 2025 meeting.

Motion by Kunz, seconded by Daane and unanimously carried, bills for month of January 2025 approved as presented.

On motion by Siebers, seconded by Thurmer and unanimously carried, year-to-date financial reports through December 2024 approved as presented by Finance Director Stanek. Electric construction budget was over by \$132,600 due to back-ordered transformers being received. Overall electric consumption increased 1.1% from prior year due to serving a new large customer. Operating electric income increased \$86,300 resulting in a Rate of Return increase from 6.17 to 7.17 primarily due to reductions in purchased power costs from lower market gas prices. Water revenues were \$42,100 above budget on strong sales to Industrial customers. Water operating income decreased \$300,700 resulting in a reduction in the Rate of Return from 6.03 to 3.90. Sewer customer consumption increased 0.5% compared to 2023 which led to a decrease in revenues of \$19,000 as a result of decrease in high strength user charges from Public Authority customers. Sewer operating income decreased \$535,100 resulting in a Rate of Return decrease from 5.95 to 1.45.

General Manager Brooks provided an update on recent conferences and events attended by utility staff, public planning meetings, and operational developments. Planning is underway for the street reconstruction of Rock/Newton Ave, the alleyway between N Mill and Fond du Lac, a 56-unit housing complex, and new manufacturing, processing, and retail facilities.

Treatment Facilities and Operations Superintendent Schramm reported on operations related to the water and wastewater treatment facilities, as well as the water distribution and wastewater collection systems. He provided commissioners with an overview of the responsibilities and knowledge required for the role of a wastewater treatment facility operator, including chemical processes, maintenance, and regulatory compliance. The distribution/collection crew is currently televising sanitary basins A, B, and C to visually inspect the internal condition of pipes, identify potential issues, and assign priority grades to each pipe segment.

Eric Kostecki, Senior Energy Services Manager at WPPI, presented a review of the 2024 Residential Customer Feedback Survey, which highlighted positive customer satisfaction with Waupun Utilities. Key factors were trustworthiness, reliable energy, and affordable costs. For 2025, WU plans to focus on improving communication about rates, emergency communications, and showcasing the value of services.

Motion by Homan, seconded by Siebers, to adjourn in closed session under Section 19.85 (1) (c) of the WI Statutes to discuss personnel updates.

Motion by Thurmer, seconded by Daane, and unanimously carried to reconvene in open session under Section 19.85 (2) of WI Statutes. No further action in open session.

On motion by Homan, seconded by Kunz and unanimously carried, meeting adjourned at 5:43 p.m.

The next regular commission meeting will be held on March 10, 2025 at 4:00 p.m.

Jen Benson  
Office & Customer Service Supervisor





**MINUTES**  
**CITY OF WAUPUN BOARD OF PUBLIC WORKS**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, February 11, 2025 at 4:30 PM**

Vice Chairman Kaczmarski called the meeting to order at 4:30 pm.

Roll call taken. Members present include Alderpersons: Peter Kaczmarski, Mike Matoushek (online); Citizens: Dale Heeringa, Andrew Sullivan, Gregg Zonnefeld, and Dave Rens; Ex-Officio: DPW Director Jeff Daane, City Administrator Kathy Schlieve. Absent and Excused Alderperson Kambria Ledesma. Also in attendance is Mayor Rohn Bishop.

No persons in attendance to address the Board of Public Works. No public participation is permitted after this point.

Future meetings and gatherings include the next regularly scheduled meeting, scheduled for Tuesday, March 11, 2025, 4:30 p.m. Waupun City Hall, 201 E Main Street, Waupun, WI

Motion Sullivan, second Heeringa approve minutes for January 13, 2025 Board of Public Works Meeting. Approved unanimously.

Motion Zonnefeld, second Rens to approve the 2025 Spring Yarde waste collection dates as April 7 through 7am May 5, 2025. Carried unanimously.

Daane presents quotes for landfill monitoring service. MSA is the lowest and has been the city's provider for a number of years. Motion Sullivan, second Matoushek to recommend to council the MSA Professional Landfill Monitoring Agreement in the amount of \$12,600 as presented. Carried unanimously.

Motion Matoushek, second Sullivan to recommend to City Council to approve the bid award to Northeast Asphalt, the lowest responsible bidder, in the amount of \$108,237 as presented for the 2025 Asphalt Paving project in the City of Waupun. Carried unanimously.

Discussion of bidder qualifications is held for Rock and Newton sealed bid results. Kruczek was the lowest bidder. Daane requested that bidder qualifications be provided and was given several references as our only experience with Kruczek was on Elm Ave construction and there were some issues with that project. Daane spoke with both Mayville and a Fox Cities community and received strong recommendations for the contractor. No evidence was provided to disqualify Kruczek as the lowest responsible bidder. Motion Rens, second Heeringa to recommend to City Council to approve the bid award to Kruczek Construction, the lowest responsible bidder, in the amount of \$1,749,000 as presented for the Rock and Newton Avenue Phase 2 Reconstruction project. Carried unanimously.

Daane presents the results of roofing insurance settlement. Motion Zonnefeld, second Rens to recommend to City council the contract for BRH Enterprise to complete roof work in the amount of \$682,074.96 based on the settlement reached with Selective Insurance for hail damage incurred in May 2024.

Motion Sullivan, second Heeringa to adjourn the meeting at 4:51 pm. Carried unanimously.

Minutes Submitted by Kathy Schlieve, City Administrator



**MINUTES**  
**CITY OF WAUPUN PLAN COMMISSION**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Wednesday, February 19, 2025 at 4:30 PM**

Meeting called to order at 4:30 pm by Chairperson, Mayor Bishop.

Roll call taken. Members Present: Chairperson Bishop; Jason Whitford (online); Elton TerBeest; Jeff Daane; Gary DeJager; Jerry Medema. Absent and excused: Mike Matoushek. Staff present: Sue Leahy, Grand Valley Inspection; Administrator Schlieve; Attorney Vande Zande. Also present, Tom Clement on behalf of American Transmission Company.

No members of the public are present to address the Plan Commission.

Next Regularly Scheduled Plan Commission Meeting, March 19, 2025, 4:30 pm, Waupun City Hall.

Motion TerBeest, second Medema to approve Minutes from January 27, 2025 Plan Commission Meeting.

Motion Whitford, second TerBeest to open the public hearing for conditional use for Tom Clement on behalf of American Transmission Company, construction activities are located in Section 33, Township 14 North, Range 15 East, within the City of Waupun, Fond Du Lac County WI for the rebuild of approximately one mile of the Y-25 Transmission Line, South Fond Du Lac Rebuild Project, per Municipal Code Chapter 20 Shoreland and Floodplain. Carried unanimously. Clement explains the project will rebuild transmission lines and impacts the floodplain. As part of the project ATC will remove old structures and offset new poles 10-15 feet on the same center line. Impact to floodplain will be negligible and backfill to surround grade. Guidelines will be removed, making it easier to mow and maintain around the structures. Mayor Bishop requests movement of one of the poles to reduce impact with pictures near End of the Trail Sculpture in Shaler Park. Bishop requests that ATC representatives reach out to Steve Brooks, Utility Manager to address movement. No members of the public are present to speak on the conditional use application and no comments received from public prior to hearing. Motion DeJager, second Whitford to approve conditional use as presented. Carried unanimously.

Revised easements are reviewed. Approve Electric Easements with American Transmissions Company (ATC). Attorney Vande Zande indicates that the City will request modification of the language in the easement to allow for the city to maintain, repair and work within the easement and to limit use of herbicides to those allowable by WI-DNR and EPA. Motion DeJager, second TerBeest to approve the easements contingent on Attorney Vande's recommendations being included in the easement language specific to right to maintain, repair and work within the easement and to restrict use of herbicides to those approved by WI-DNR and EPA. Carried unanimously.

Motion Medema, second TerBeest to adjourn the meeting at 4:44 pm. Carried unanimously.

Submitted by Kathy Schlieve, City Administrator

**Minutes of a Regular Meeting of the  
Waupun Utilities Commission  
Monday, March 10, 2025**

Meeting called to order by President Heeringa at 4:00 p.m.

Present: Commissioners Daane, Heeringa, Homan, Kunz, Siebers and Thurmer  
Absent with notice: Commissioner Ledesma

Motion made by Thurmer, seconded by Homan, and unanimously carried, to approve minutes from February 10, 2025 meeting.

Motion by Siebers, seconded by Kunz, and unanimously carried, bills for month of February 2025 approved as presented.

On motion by Kunz, seconded by Daane, and unanimously carried, year-to-date financial reports through January 2025 approved as presented by Finance Director Stanek. Electric operating income was \$132,300. Water operating income was \$58,200. Sewer operating income (loss) was (\$83,400).

General Manager Brooks provided an update on several key topics, including the APPA Legislative Rally in Washington, D.C., the Youth Apprenticeship Program, the upcoming Electronics Recycling Event, and the ongoing projects within the Electric Department. The Wisconsin Rural Water Association (WRWA) has announced two exciting nominations for Waupun Utilities (WU). WU has been nominated for Water System of the Year, and Steve Schramm, Treatment Facilities and Operations Superintendent, has been nominated for the WRWA Lifetime Achievement Award. The winners of these awards will be announced on March 26, 2025, at the WRWA Spring Technical Conference.

Treatment Facilities and Operations Superintendent Schramm provided an update on operations related to the water and wastewater treatment facilities, as well as the water distribution and wastewater collection systems. USG Water, under the maintenance contract, has completed visual inspections of Water Towers 1 and 2. It was noted that Tower 2 requires an exterior washdown. Proficiency testing for 2025 has been successfully completed by Lab Technician Hoffman, with all parameters passing within the required criteria. Lab Technician Hoffman takes great pride in his testing and consistently performs at a high level. The Distribution and Collection crew is in the final stages of televising and inspecting Basins A, B, and C. Some infiltration was found, and the crew will proceed with grouting the manholes to make necessary repairs.

A discussion was held regarding the U.S. Environmental Protection Agency's (EPA) requirements for customer notifications related to customer-owned service lines. The EPA and Wisconsin Department of Natural Resources (DNR) are mandating that all public water systems notify customers with lead, galvanized, or unknown service lines. To comply with these EPA/DNR requirements, customer letters are being sent to eligible customers based on WU's service line records. The letters, along with information available on WU's website, provide guidance on steps to reduce exposure to lead in drinking water.

Motion by Homan, seconded by Thurmer, and unanimously carried, to adjourn in closed session under Section 19.85 (1) (c) of the WI Statutes to discuss personnel updates.

Motion by Thurmer, seconded by Daane, and unanimously carried, to reconvene in open session under Section 19.85 (2) of WI Statutes. No further action in open session.

On motion by Homan, seconded by Kunz, and unanimously carried, meeting adjourned at 5:18 p.m.

The next regular commission meeting will be held on April 14, 2025 at 4:00 p.m.

Jen Benson  
Office & Customer Service Supervisor



**MINUTES**  
**CITY OF WAUPUN COMMON COUNCIL**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, March 11, 2025 at 6:00 PM**

**CALL TO ORDER**

Mayor Bishop called the meeting to order at 6:00pm.

**PLEDGE OF ALLEGIANCE FOLLOWED BY A MOMENT OF SILENT MEDITATION**

The Pledge of Allegiance is heard followed by a moment of silence.

**ROLL CALL**

**Council in-person:** Mayor Bishop, Alderman Kaczmarek, Alderman Kunz, Alderman Siebers, Alderman Westphal

**Council Virtual-** Alderman Matoushek

**Council Absent/Excused:** Alderman Ledesma

**Management in-person:** Attorney VandeZande, Administrator Schlieve, Public Works Daane, Police Chief Rasch, Fire Chief Demaa, General Utility Manager Brooks, Finance Director Langenfeld, Recreation Director Kaminski

**Management Virtual:** City Clerk/Treasurer Hull

**Management absent and excused:** Library Director Jaeger

**Audience in-person:** Tyler Vorpapel - Municipal Electric Utilities of Wisconsin; Waupun Girls Scouts group; Jeni Maly

**Audience Virtual:** None

**PERSONS WISHING TO ADDRESS COUNCIL**

**1. Tyler Vorpapel -Director of Legislative and Regulatory Relations at Municipal Electric Utilities of Wisconsin**

Tyler Vorpapel of MEUW introduces himself and provides information on MEUW.

**RESOLUTIONS AND ORDINANCES:**

**2. Resolution to amend 2025 Fee Schedule**

Additional fees have been added to the City of Waupun Fee Schedule for mobile food vendor permit, compost site permit, and stormwater ERU fee.

Motion Siebers, second by Kunz to adopt Resolution #03-11-25-01 to amend the City of Waupun 2025 Fee Schedule. Motion carried 5-0.

**3. Ordinance Ch.6.10 Traffic Code-Bicycles**

Mayor wishes to amend the age provided in the current ordinance of which is permissible to ride on sidewalks. Police Chief Rasch comments there are several items in the ordinance that could be eliminated/amended. Attorney Vandezande provides focusing on the age provision (possibly eliminate the age limit and replace with speed limit) and return in the future to review/amend further language. Alderman Westphal considers using language relating to "operating in a reckless manner" and concerns or riding on sidewalks in the downtown area.

Motion Westphal, second Kunz to eliminate the age requirement in the ordinance of Ch.6.10 Traffic Code-Bicycles. Motion carried 5-0.

**BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS**

**4. Mower/Slope Safety Policy (Public Works 3-11-25)**

The Board of Public Works recommends approval of the Mower/Slope Safety Policy provided by the City's Insurance provider, Cities and Villages Mutual Insurance Company, in order to comply with OSHA General Duty Clause 5(a)(1) standards for the purpose of providing a safe environment for employees.

Motion Siebers, second Westphal to approve the Mower/Slope Safety Policy. Motion carried 5-0 on roll call.

**5. 2025 Waupun- Hazel Pattee Flood Protection Concept Agreement (Public Works 3-11-25)**

In October 2024, the Board of Public Works approved an engineering study for flooding in the Hazel, Pattee and W. Lincoln St. area. Due to several concerns, staff request to expand the study area.

Motion Westphal, second Siebers to approve the revised 2025 Waupun- Hazel Pattee Flood Protection Concept Agreement in the amount of \$26,500. Motion carried 5-0 on roll call.

**6. 2025 Public Works Equipment Rates (Public Works 3-11-25)**

Motion Siebers, second Westphal to adopt the 2025 Public Works Equipment Rates. Motion carried 5-0 on roll call.

**7. 2024 MS4 Annual Report (Public Works 3-11-25)**

Motion Siebers, second Matoushek to accept the City of Waupun 2024 MS4 Annual Report. Motion carried 5-0 on Roll call.

**8. Library Board Resignation - Sadie Schultz (Library Board 2-19-25)**

Motion Kunz, second Siebers to accept the resignation of Sadie Schultz from the Waupun Library Board. Motion carried 5-0 on roll call.

**9. Certified Survey Map of Lot 4 of Heritage Ridge and Lot 1 of CSM#547 Located in the NW 1/4 of Section 9, T.13N. R15E, in City of Waupun, Dodge County, WI (Plan Commission 1-15-25)**

Motion Siebers, second Westphal to approve and record the CSM of Lot 4 of Heritage Ridge and Lot 1 of CSM #547 Located in the NW ¼ of Section 9, T.13N.R15E, in the City of Waupun, Dodge County, WI. Motion carried 5-0 on roll call.

**CONSIDERATION - ACTION**

**10. Scott Peters VS City of Waupun**

Motion Kaczmariski, second Siebers to authorize the payment of \$895 to Scott Peters for the damages he sustained. Motion carried 5-0.

**11. Placement of Sculpture at Waupun Community Center and Use of Tourism Dollars to Support Sculpture Selection in 2025 and 2026**

Motion Kunz, second Matoushek to authorize placement of a sculpture at the Waupun Community Center patio as part of the Waupun Sculpture tour and to complement our City of Sculpture brand. It is understood that the City will be recognized as the sponsor of this sculpture site and that \$3,000 of tourism funds will be used in 2025 to underwrite placement of What the Future Holds, and \$3,000 of tourism funds will be used in 2026 to underwrite a sculpture for the site with selection to be approved by the Common Council when a list of available sculptures is provided. Motion carried 5-0.

**12. Authorize Staff to submit application for the United Cooperative Community Giving Program Grant**

Motion Siebers, second Kunz to authorize staff to submit a grant application to the United Cooperative Community Giving Program. Motion carried 5-0.

**13. Authorize Staff to submit application for the Firehouse Subs Public Safety Foundation Grant**

Motion Kunz, second Westphal to authorize staff to submit a grant application to the Firehouse Subs Public Safety Foundation. Motion carried 5-0.

**14. Authorize Staff to Submit a Grant Application to the Dodge County Community Development Grant**

Motion Siebers, second Kunz to authorize staff to submit a grant application to Dodge County Community Development Fund. Motion carried 5-0.

**15. Authorize Purchase of DetectaChem Device as Budgeted**

Motion Kunz, second Westphal to authorize purchase of DetectaChem device as outlined in the 2025 budget in the amount of \$22,455. It is understood that the CVMIC Safety Grant (\$5K) will be applied to this capital purchase. Motion carried 5-0.

**16. Authorize Purchase of 2025 Squad from Homan Auto as Budgeted**

Motion Matoushek, second Kunz to authorize purchase of the 2025 squad replacement as outlined in the 2025 Budget from Homan Auto in the amount of \$44,951.50. Motion carried 5-0.

**CONSENT AGENDA**

Motion Kunz, second Siebers to approve the Consent Agenda. Motion carried 5-0 on roll call.

**ADJOURNMENT**

At 655p, motion Kunz, second Siebers to duly call the meeting adjourned. Motion carried 5-0.

**Minutes of the Waupun Public Library Board Meeting  
Wednesday, March 19, 2025**

The Waupun Public Library Board was called to order by President Bev Martens at 4:30 p.m. on Wednesday, March 19, 2025. Present were Gehl, Siebers, Svec, Jaeger, and Garcia. Beer and Hintze were present via Zoom. Sullivan was absent.

**Minutes from Previous Meetings**

Motion by Siebers, second Gehl, to accept the February minutes as presented. Motion carried.

**Persons Wishing to Address the Library Board**

Persons addressing the Board were: Randy Vande Zande, Dylan Stein, Justin Montsma, Heather VanBuren, and Jaedon Buchholz.

An additional 4 people were also in attendance but did not address the Library Board.

**Monthly Statistics**

February statistics were reviewed.

**Budget Summary**

Current budget was reviewed.

**Consideration of Bills for Payment**

Motion by Siebers, second Svec, to pay the March 2025 bills as presented. Motion carried 6-0 on roll call.

**Committee Reports**

None.

**Librarian's Report**

Librarian's report was reviewed. Additionally, Garcia pointed out that the book Gender Queer is not housed in the children's area, like some people have claimed, but in the adult section on the second floor.

**Old Business**

None.

**New Business**

Jaeger recommended that the new Staff Display Policy draft be a first reading and that the Library Board should take it home and go through it line by line. Suggestions for revisions should be brought to the April 16 Library Board meeting.

Gehl was appointed to the Evaluation Committee. Siebers was appointed as well, contingent on being re-appointed as the City Council representative in April.

**Future meetings and gatherings involving the Library Board**

Next tentative meeting: Wednesday, April 16, 2025, at 4:30 p.m.

**Adjournment**

Motion by Svec, second Martens, to adjourn at 5:10 p.m. Motion carried.

Marie Svec, Secretary  
MS/bkj



**MINUTES**  
**CITY OF WAUPUN COMMITTEE OF THE WHOLE**  
Waupun City Hall – 201 E. Main Street, Waupun WI  
Tuesday, March 25, 2025 at 5:30 PM

**CALL TO ORDER**

Mayor Bishop called the meeting to order at 5:30pm.

**ROLL CALL**

**Council in-person:** Mayor Bishop, Alderman Kaczmarek, Alderman Kunz, Alderman Siebers, Alderman Westphal, Alderman Ledesma

**Council Virtual-** Alderman Matoushek

**Management in-person:** Attorney VandeZande, Clerk-Treasurer Hull, Administrator Schlieve, Public Works Daane, Police Chief Rasch, Fire Chief Demaa, General Utility Manager Brooks, Finance Director Langenfeld, Recreation Director, Library Director Jaeger

**Audience in-person:** Gail Vanburen, Bill Hoekstra, Jaedon Buchholz

**Audience Virtual:** Jason Whitford

**DEPARTMENTAL PRESENTATION**

**1. Lt. Investigator Williams - Taser Presentation**

Lt Investigator Williams provides current tasers are becoming legacy models. The department provides Taser 10.

**2. Recreation Department Updates and 2026 Planning**

Community Center membership continues to grow and with additional staff, more programs will be offered.

**ORDINANCES-RESOLUTIONS**

**3. First Reading of Ordinance Ch.6.10 Traffic Code-Bicycles**

Motion Westphal, second Ledesma to waive the first reading and adopt Ordinance 2025-01 to amend Ch.6.10 entitled Traffic-Code Bicycle. Motion carried 6-0 on roll call.

**CONSIDERATION - ACTION**

**4. License & Permit Applications; Expenses**

Motion Kunz, second Siebers to approve the license and permit applications and expenses. Motion carried 6-0.

**5. Recommendation to Approve Extraterritorial Review of Dodge County Certified Survey Map General Location Being Park of the NW1/4 of the NE1/4, Part of the SW1/4 of the NE1/4, Part of the SE1/4 of the NW1/4 and Part of the NE1/4 of the NW1/4, Section 10, T.13 N, R. 15 E, Town of Chester, Dodge County, Wisconsin from Plan Commission**

Motion Siebers, second Ledesma to approve certified survey map of Mike and Susan Vandelslunt for the division of a parcel. Motion carried 6-0.

**6. Approve Waiver of Heritage Ridge Restrictive Covenants Specific to Carver Flats Development Agreement**

Motion Siebers, second Matoushek to waive any elements of the Heritage Ridge restrictive covenants that may conflict with the Carver Flats developer's agreement and approved site plan. Motion carried by 6-0.

**7. Approve Scope of Services with VandeWalle for an Affordable Housing Strategy for the City of Waupun**

Motion Ledesma, second Kaczmarek to approve the scope of Services with VandeWalle in the amount of \$15,000 to develop an affordable housing strategy and to authorize the use of affordable housing funds in that amount to complete the project. Motion carried 6-0.



**8. Approve 2026 Budget Allocations for Compensation of Elected Officials and Volunteer/POC Staff**

Motion Siebers, second Kunz to support the requested 2026 budget allocations for Elected/ Volunteer/POC staff members as presented, with the understanding that elected official pay will be increased for the Mayor to \$18,000 annually, and for alderpersons to \$6,500 annually, beginning with newly sworn officials seated at the April 2026 reorganization meeting and completing with newly sworn officials seated at the April 2027 reorganization meeting. All other proposed increases will be implemented with the adopted 2026 budget on January 1, 2026.

Open conversation was heard.

Motion Siebers to table this agenda item for the April Council meeting for further discussion and consideration. Kunz does not second. Motion fails.

Roll call on original motion made by Siebers/Kunz:

Aye: Matoushek, Siebers, Kunz, Bishop

Nay: Kaczmarski, Westphal

Abstain: Ledesma

Motion fails as 2/3 majority vote required.

Motion Westphal, second by Siebers to return to next month's Council meeting to continue discussion and consideration of this agenda item. Motion carried 6-0 on roll call.

**9. Approve Change Order for Museum Tuckpointing Project with B&B Quality Building Restoration**

Motion Matoushek, second Ledesma to approve the change order for the museum tuckpointing project in the amount of \$26,842, for a total project cost of \$129,634. Motion carried 6-0 on roll call.

**10. Amend Charter Ordinance as Outlined in Municipal Code 1.02, Changing Mayoral Term from 2 to 3 Years**

Motion Ledesma, second Matoushek to proceed with a charter ordinance and publications for changing the mayoral term to three (3) years. Motion carried 6-0 on roll call.

**MAYORAL CORRESPONDENCE**

**11. National Library Week - April 6-12, 2025**

Mayor proclaims 2025 National Library Week as April 6-12.

**ADJOURNMENT**

At 7:13pm, motion Kunz, second Ledesma to duly call the meeting adjourned. Motion carried 6-0.



# Waupun Police Department Total Call Report



***From: March 1, 2025 To: March 31, 2025***

Agency	Incident Type	Total Incidents
WP	911 CHECK	21
	ABANDONED VEHICLE	1
	ACCIDENT	9
	ACCIDENT W/BLOCKAGE	1
	ACCIDENT W/INJURY	1
	AMBULANCE	64
	ANIMAL COMPLAINT	10
	ANNOYING PHONE CALLS	1
	ASSIST AGENCY	13
	ASSIST CITIZEN	38
	ATTEMPT TO LOCATE	3
	AUTO THEFT	1
	BUILDING CHECK	55
	CAR IN DITCH	1
	CHECK WELFARE	24
	CHILD ABUSE/NEGLECT	1
	CHILD CUSTODY	2
	CIVIL PROBLEM	1
	COURT ORDER VIOLATION	3
	DIRECTED AREA PATROL	98
	DISABLED VEHICLE	2
	DISORDERLY CONDUCT	9
	DOMESTIC	2
	DRUGS/NARCOTICS	1
	ELDER ABUSE/NEGLECT	1
	EXTRA PATROL	126
	FIGHT	2
	FLOCK ATL	1
	FOLLOW UP	39
	FOOT PATROL	5
	FOUND ANIMAL	2
	FOUND JUVENILE	1
	FOUND PROPERTY	11
	FRAUD	1
	FUNERAL ESCORT	3
	GAS DRIVE OFF	2
	HARASSMENT	2
	HIT AND RUN	1
	HOUSE WATCH REQUEST	1
	INFORMATION REPORT	1
	INFORMATION TO DOCUMENT	4
INTOXICATED DRIVER	1	
INTRUSION ALARM	4	
JUVENILE PROBLEM	6	
MINI DIRT/BIKE COMPLAINT	1	
MISSING JUVENILE	1	



# Waupun Police Department Total Call Report



***From: March 1, 2025 To: March 31, 2025***

NEIGHBOR DISPUTE	1
NOISE COMPLAINT	2
OCCUPIED DISABLED	1
OFFICER STANDBY	2
ORDINANCE VIOLATION	22
PAPER SERVICE	1
PARKING ENFORCEMENT	20
PATROL ASSIST FIRE	10
PRISONER TRANSPORT	1
RECKLESS DRIVER	4
RUNAWAY	1
RUNAWAY JUVENILE	1
SCAM COMPLAINT	2
SEARCH WARRANT	1
SEX OFFENDER	1
SEXUAL ASSAULT	3
SPECIAL ASSIGNMENT	11
STALKING COMPLAINT	2
SUBJECT STOP	2
SUSPICIOUS ACTIVITY	9
SUSPICIOUS VEHICLE	5
TAVERN CHECK	8
THEFT	2
TRAFFIC ENFORCEMENT	8
TRAFFIC PROBLEM	2
TRAFFIC VIOLATION	132
TRESPASSING	4
TRESPASSING	1
VANDALISM	1
WARRANT	3
WARRANT OTHER AGENCY	1
WRONG WAY DRIVER	1
<b>Total</b>	<b>843</b>





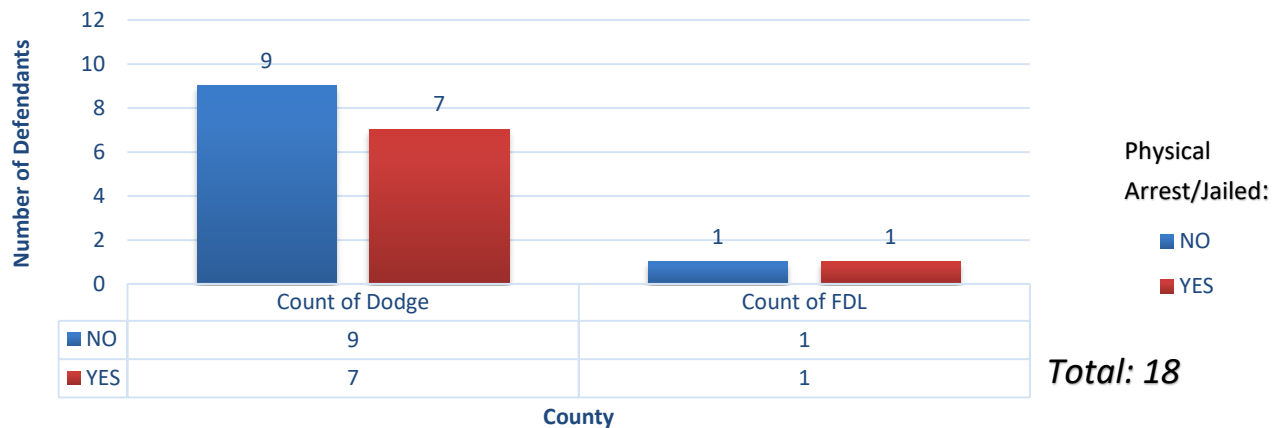
# Waupun Police Department

## Month 2025



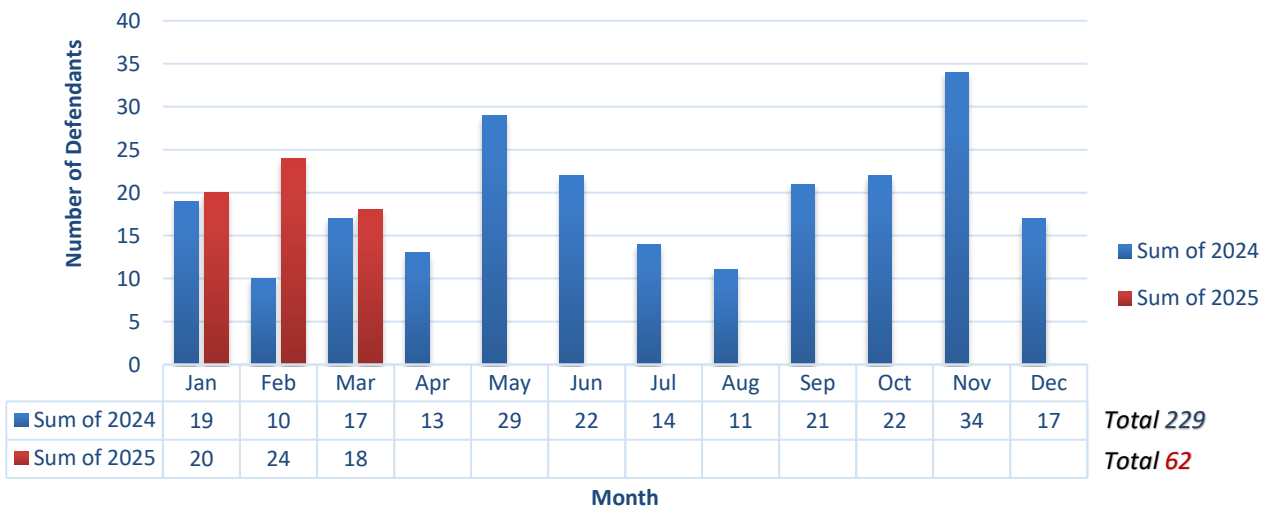
### Request for Charges & Physical Arrest Report

#### Request for Charges & Physcially Arrested March 2025



The total number of arrests or referrals are subject to increase in the event there is an open or ongoing investigaiton.

#### Monthly Arrest & Referral Comparison 2024 - 2025



The total number of arrests or referrals are subject to increase in the event there is an open or ongoing investigaiton.

2025 Code Enforcement	Warnings	Citations
January	9	1
february	20	1
March	16	3
April		
May		
June		
July		
August		
September		
October		
Nember		
December		
2025 totals	45	5



# Waupun Fire & Rescue

16 E. Main Street Waupun, WI 53963

Non-emergency Number: 920-324-7910

B.J. DeMaa, Chief  
bjdema@waupunpd.org

## March Fire Chief's Report:

### Call Summary:

	March 2025	2025 YTD	March 2024	2024 YTD
City Fire	11	28	13	53
City EMR	62	163	34	125
Country Fire	9	26	7	18

### Staffing:

- City Fire: 24 of 32 positions filled
  - o We have received 5 applications for open positions
  - o 2 open Lieutenant positions
    - Have received 3 applications – being reviewed by Officers
- City EMR: 12 of 15 positions filled
  - o We have received 2 applications for open positions
  - o 1 open Captain position
    - Have received 2 applications – being reviewed by Officers
- Country Fire: 14 of 14 positions filled

### Training:

- City Fire: Tour – Ice water rescue; scenario-based fire at Rock River Intermediate
- City EMR: Traumatic emergencies, wound care, patient packaging
- Country Fire: Controlled burn; Wildland equipment operations

### Fire Department updates:

- The Waupun Truck-N-Show presented the Fire Department with a plaque and a check in the amount of \$5,610.00 for the many years of support we had given to them.
- The City and Townships continue to review budgets and discuss what a combined department would look like. 4 topics that were covered in varying lengths included: 1) The City as the sole provider of fire services and the sole employer of firefighters; 2) Transitioning Assets; 3) Oversight and representation; 4) Finances.
- SSM Health – Waupun Memorial Hospital has offered us an opportunity to conduct some training in the old hemodialysis building before it is torn down. The Training Committee has toured this building and plans are in place to use it on April 7 and 21.
- Testing was done on dual-band (VHF and 700/800 megahertz) radios. VHF-only radios (what we currently have) can come with coverage limitations, particularly in structures with block and cement walls, such as schools, institutions, and industrial facilities. A 700/800 MHz system provides better penetration in these buildings however can also come with distance limitations. The trial was intended to check the performance of

April 4, 2025

- these radios in our schools, at the DOC facilities, at the hospital, and the new United Cop building. Fond du Lac County is exploring whether to move all radio communications to a 700/800 MHz system (law enforcement agencies have already made this change).
- The Recruitment and Retention Committee met with 4 potential firefighter/EMR candidates to do a meet-and-greet. The intent of the meet-and-greet is to provide potential candidates with a tour of the facility, a chance to see the vehicles and equipment we use, and then to have an informal conversation (peer-to-peer) around their interest in the fire service.
  - Tornado and Severe Weather Awareness Week (April 7-11) letters were sent out to over 270 businesses and apartment complexes across the city.
  - Members participated in a 12-hour Ag Rescue course that focused on large animal emergencies, grain dryer fires, grain bin entrapments, confined space, equipment entanglements, and fire department support at rope/technical rescues.
  - Participated in a Medical Response Surge Exercise (MRSE) alongside SSM Health – Waupun Memorial Hospital. This exercise focused on a mass casualty incident and how hospitals locally and regionally work together to manage the surge of patients. First Responder groups play an important role in this exercise in helping manage patient loads and talking through resources that will be needed at the scene so that hospitals know what won't be available to them for any transfers.
  - CPR/AED training was provided to new employees at the Waupun Community Center as well as to a group out at Central Cable.
  - Mike met with the Department of Safety and Professional Services (DSPS) regarding 2 properties that have multiple fire and building code issues. DSPS accompanied Mike on both inspections and is assisting with follow-ups.



<b>LIBRARY</b>	<b>MONTHLY REPORT April 2025</b>
<b>Subject</b>	<b>Summary</b>
Statistics	Through the end of March, the library circulated/downloaded/loaned 35,015 items, and 13,086 people walked through our doors.
Programs	Programs for April include Storytimes, book clubs, Toddler Tuesday, Craft Night, Wildlife at Marsh Haven, Poetry Night, Lego Club, and another Jigsaw Puzzle race. The monthly Friends of the Library Book Sale will be April 14.
Staffing	Larkin Michels was hired to fill the open part-time Desk Assistant position. Her start date was March 31, 2025.
WAPL Conference	The annual Wisconsin Association of Public Libraries Conference will be held in Oshkosh May 1-2. Jaeger and two other staff will be attending these programs which are public library specific.



**RECREATION DEPARTMENT  
MONTHLY REPORT TO COMMON COUNCIL – April 8, 2025**

Activity/Project	Status	Notes/Other																				
Community Center Recreation Department Member Attendance	Date range from 03/01/25 – 03/31/25  Avg Per Weekday Member <table border="0" style="margin-left: 20px;"> <tr><td>Monday</td><td>203.2</td></tr> <tr><td>Tuesday</td><td>124.75</td></tr> <tr><td>Wednesday</td><td>134</td></tr> <tr><td>Thursday</td><td>140.25</td></tr> <tr><td>Friday</td><td>120.5</td></tr> </table> Avg Per Day by Month Member <table border="0" style="margin-left: 20px;"> <tr><td>March</td><td>147.3</td></tr> <tr><td>February</td><td>119.3</td></tr> <tr><td>January</td><td>116.38</td></tr> <tr><td>December</td><td>81.42</td></tr> <tr><td>November</td><td>71.33</td></tr> </table>	Monday	203.2	Tuesday	124.75	Wednesday	134	Thursday	140.25	Friday	120.5	March	147.3	February	119.3	January	116.38	December	81.42	November	71.33	
Monday	203.2																					
Tuesday	124.75																					
Wednesday	134																					
Thursday	140.25																					
Friday	120.5																					
March	147.3																					
February	119.3																					
January	116.38																					
December	81.42																					
November	71.33																					
Memberships Sold	Date range from 10/21/24 to 3/31/25 360	Day Pass Log January 87 February 99 March 146																				
Recreation Department Special Activities – March	<ul style="list-style-type: none"> <li>• Police Academy Graduation 3/4</li> <li>• Dining Site Healthy Snacking Presentation 3/11</li> <li>• New Blood Pressure Check Lakeland Care 3/12</li> <li>• Part-time staff training 3/13</li> <li>• Extending hours Monday – Friday, 8am – 7pm starting on 3/17</li> <li>• St. Patrick’s Day Party 3/17</li> <li>• SSM Pickleball Injury Prevention 3/17</li> <li>• Schools Day Out 3/25 and 3/27</li> </ul>																					



<b>REPORT DATE:</b>	April 3, 2025
<b>DEPARTMENT:</b>	Public Works
<b>PREPARED BY:</b>	Jeff Daane

**KEY PERFORMANCE INDICATORS:**

METRIC*	1 to 3 Rating	4 to 5 Rating	6 to 8 Rating	9 to 10 Rating
<b>Miles of Road Per 2023 PASER Rating</b>	<b>4.7</b>	<b>16.7</b>	<b>21.7</b>	<b>5.9</b>
<b>Miles of Road Planned Improvement 2025</b>	<b>.56</b>	<b>.39</b>	<b>1.26</b>	<b>.29</b>

**GOAL PROGRESS:**

1. Improve road, pedestrian, bike and transit infrastructure.
2. Improve stormwater management practices and infrastructure to comply with WI-DNR mandates.
3. Improve and maintain public facilities to meet long-term needs of community.
4. Leverage technology to improve access to services and streamline workflows.
5. Staff development and training.

PROJECT	NOTES/ACTIVITIES
1.1 Rock and Newton Reconstruction.	<ul style="list-style-type: none"> <li>Contract awarded; Pending start date from contractor</li> </ul>
1.2 Mill and Overlay	<ul style="list-style-type: none"> <li>Elm Ave (Grandview to Grace and W Brown St to Jefferson St); W Brown - Beaver Dam to Hilyer; Grace St (Fox Lake Road to Beaver Dam St) – contract awarded / slated to complete end of summer 2025</li> </ul>
1.3 Sidewalk replacement	<ul style="list-style-type: none"> <li>Pending start date from contractor</li> </ul>
1.4 N Alley 300 and 400 block of E Main	<ul style="list-style-type: none"> <li>Engineering work underway</li> </ul>
2.1 Gateway Dr land acquisition for stormwater	<ul style="list-style-type: none"> <li>Negotiation complete, waiting for ATC authorization to construct pond in their easements</li> </ul>
2.2 Flood study (Hazel/Pattee and Edgewood)	<ul style="list-style-type: none"> <li>Increased scope of study along Hazel/Pattee to examine possible redirection of stormwater along Lincoln/State</li> </ul>
3.1 Public Safety Facility Visioning	<ul style="list-style-type: none"> <li>Public Safety committee meeting with Keller on 4/7/25</li> </ul>
3. 2 Review City Hall needs	<ul style="list-style-type: none"> <li>Meeting with architect to review current information and determine capital planning needs for 2026 and beyond</li> </ul>
3.3 Museum tuckpointing	<ul style="list-style-type: none"> <li>Resuming tuckpointing. Roof replacement impacts this project and presents cost savings; Approved change order to complete remaining sections previously pulled from scope due to cost.</li> </ul>
3.4 Roof replacement – storm damage	<ul style="list-style-type: none"> <li>Tighe Roofing @ City Garage / BRH – starting at Recreational Arena 4/7 and ball diamonds before gets busy</li> </ul>
3.5 Ammonia capture system @ Rec Center	<ul style="list-style-type: none"> <li>Bid opening on Friday, 4/4/25</li> </ul>

3.6 Mill pond gate valve repair	<ul style="list-style-type: none"> <li>Revised scope of work signed, pending weather and contractor notification on start date</li> </ul>
3.7 Aquatic Center Painting	<ul style="list-style-type: none"> <li>In process</li> </ul>
3.8 Aquatic Center Heating Repair	<ul style="list-style-type: none"> <li>In Process</li> </ul>
3.9 City Hall elevator modernization	<ul style="list-style-type: none"> <li>Complete</li> </ul>
3.10 McCune bath house demolition	<ul style="list-style-type: none"> <li>Building demo complete. City to landscape when weather permits</li> </ul>
3.11 Zoellner Park playground equipment replacement	<ul style="list-style-type: none"> <li>Equipment arrived. Crews will complete excavation and install is planned for April.</li> </ul>
3.12 Windmill at Heritage Ridge Park Repairs	<ul style="list-style-type: none"> <li>Measured and getting estimates for materials</li> </ul>
4.4 Arc GIS integration	<ul style="list-style-type: none"> <li>Significant progress completed; Planning to share more with Council at June COW.</li> </ul>
4.5 iWorQ integration	<ul style="list-style-type: none"> <li>Working on tracking of code enforcement using Text My Gov app and associated reporting</li> </ul>
Staff development and training	<ul style="list-style-type: none"> <li>Completed slope mower training</li> <li>Blood Pathogens, Hearing conservation, Confined space and Fire extinguisher trainings</li> </ul>

## GENERAL COMMENTS & UPDATES:

### 1. Key Issues or Challenges/Notable Accomplishments

- Park bathrooms open.
- Hockey floor project slated to begin May 2025.
- Preparing for Sculpture Tour installations in May 2025.

### 2. Future Considerations:

- Working with Finance to update capital plans to adjust for roof insurance claims.
- City Hall capital plans need to be more defined to support 2026 and 2027 capital plans. Staff are meeting with Keller to discuss options to develop realistic estimates for budgeting purposes.



<b>REPORT DATE:</b>	April 3, 2025
<b>DEPARTMENT:</b>	Administration / Economic Development
<b>PREPARED BY:</b>	Administrator Schlieve

**KEY PERFORMANCE INDICATORS:**

METRIC	CURRENT	PRIOR YEAR	2020
2024 Net New Construction	5.3%	1.6%	1.4%
Median Home Value (US Census, ACS)	\$167,700	\$151,800	\$127,300
Median Household Income (US Census, ACS)	\$66,931	\$66,033	\$55,621
Poverty Rate (US Census, ACS)	13.7%	10.2%	7.7%
Number of Grants Issued (BID/CDA)	0 / \$0	6 / \$11,210	2 / \$6,125
TID Growth (Active TIDs / Increment Gained)	6 TIDS/\$43.6M	6 TIDS/\$14.3M	6 TIDS/\$4.9M
Total Tourism Dollars (previous month)	\$3,868.07	\$3,801.45	\$3,982.63

*\*Where used, Current US Census is derived from ACS data for year end 2023 (Source: <https://data.census.gov/table>)*

**GOAL PROGRESS:**

GOAL	NOTES/ACTIVITIES
1.1 Monitor progress with succession plan and adjust as needed.	<ul style="list-style-type: none"> <li>Succession plans have been updated. Identified areas where we need to work on leadership development due to impending retirements.</li> </ul>
1.2 Recruit and onboard vacant positions.	<ul style="list-style-type: none"> <li>Onboarded Public Works &amp; Planning Coordinator position</li> <li>Onboarded 4 part-time Recreation positions at new Community Center</li> <li>Recruiting and preparing for onboarding of summer staff for DPW and Recreation</li> <li>Complete swearing in of Detective and one patrol position.</li> </ul>
1.3 Identify methods to increase communication and public transparency.	<ul style="list-style-type: none"> <li>Developed communication committee charter; working with Dept Heads to identify committee members and planning first meeting for April.</li> </ul>
1.4 Increase resources for building inspection/zoning/code enforcement.	<ul style="list-style-type: none"> <li>Working to refine reporting with iWorQ tool and will begin sharing progress next month.</li> <li>Additional time from current building inspector secured to support code enforcement needs.</li> </ul>

1.5 Revise employee handbook to reflect industry standards and regulatory requirements.	<ul style="list-style-type: none"> <li>• Handbook is being compiled into a searchable PDF document and needed revisions are being identified.</li> <li>• Worked with CVMIC to plan an HR Audit to identify largest policy gaps to be worked on.</li> </ul>
1.6 Annually review and revise where necessary employee job descriptions to reflect essential duties and functions.	<ul style="list-style-type: none"> <li>• Annual performance reviews have been initiated – Due June 20. Job descriptions will be evaluated as part of this process.</li> </ul>
1.7 Recommend enhancements to employee compensation and benefits to reflect industry standards and best practices.	<ul style="list-style-type: none"> <li>• Engaged with Cottingham &amp; Butler to review current wage scale and position classifications.</li> <li>• Scheduled a review of Health Insurance brokers for April 15 to ensure we have the best partner on board to assist with our 2026 renewals.</li> </ul>

GOAL	NOTES/ACTIVITIES
2.1 Market available land for development.	<ul style="list-style-type: none"> <li>• 10 acres of land in Waupun Industrial Park sold to Eagle Flexible Packaging to construct 55k square foot facility.</li> <li>• Working with Phoenix Investors on possible sale of their facility on Libby St.</li> </ul>
2.2 Strengthen entrepreneurial ecosystem to support business starts.	<ul style="list-style-type: none"> <li>• Launching Ignite Rural Business Accelerator Program in Waupun this fall.</li> <li>• Secured a Joint Small Business Development Grant through WEDC in collaboration with Ripon, Campbellsport and N Fond du Lac to start a rural development RLF and grant program.</li> </ul>
2.3 Advance Design WI plan to support downtown revitalization and leverage TID investments.	<ul style="list-style-type: none"> <li>• Planning meeting with downtown property owners complete; engineer working on preliminary plans that will require further property owner engagement.</li> </ul>
2.4 Address Gaps in housing to meet the needs of the community.	<ul style="list-style-type: none"> <li>• Finalized all requirements for Carver Flats multi-family development to move forward. Anticipate groundbreaking by summer of 2025.</li> <li>• Approved plan with VandeWalle to work on an affordable housing strategy. Work on hold, pending mayoral veto of this project.</li> </ul>
2.5 Support business attraction.	<ul style="list-style-type: none"> <li>• See 2.1 and 2.2 above.</li> <li>• Cleaning up old Vande Zande Farm land to prepare for redevelopment.</li> </ul>
2.6 Strengthen partnerships with local schools and state agencies.	<ul style="list-style-type: none"> <li>• Complete first year of Youth Apprenticeship program for fire and Downtown Promotion.</li> <li>• Completing first year of Incubator.edu curriculum with WASD.</li> </ul>
2.7 Optimize TID performance.	<ul style="list-style-type: none"> <li>• 2025 growth has pushed City above 12% EV threshold on TIDs. This restricts us and needs to be addressed to support future growth. Staff are working with Ehlers to close/right size TIDs to mitigate this issue.</li> </ul>

**GENERAL COMMENTS & UPDATES:**

**1. Key Issues or Challenges/Notable Accomplishments**

- Terri Greenfield has accepted a full-time accounting position with Waupun Utilities and will be leaving the City on April 8<sup>th</sup>. We are evaluating roles and responsibilities to assess our largest needs before proceeding to fill the vacancy.
- We are working with DLWR on marketing content for a feature of Waupun in the Fox Cities Worth the Drive publication that will be released this summer.
- Youth Apprentice working through BID and Downtown Promotions has created a new downtown business map and is working to create the next Sculpture Tour brochure, featuring 5 new sculptures for 2025-2026.

## **2. Future Considerations:**

- We are meeting every two weeks with the Town Chairs from Waupun, Chester and Trenton to discuss the potential for consolidation of fire departments.