



**A G E N D A**  
**CITY OF WAUPUN SPECIAL COMMON COUNCIL**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, August 26, 2025 at 5:30 PM**

**VIRTUAL AND TELECONFERENCE ACCESS AVAILABLE**

**Virtually:** <https://us02web.zoom.us/j/81751337789?wd=R2V6MDhuMUthSGNsd1QvYjRybWJ1QT09>

**Teleconference:** 1 312 626 6799

**Meeting ID: 817 5133 7789**

**Passcode: 746846**

**CALL TO ORDER**

**ROLL CALL**

**ORDINANCES-RESOLUTIONS**

1. Ordinance to Annex Realestate Located in Town of Chester 010-1315-0433-003 & 010-1315-0911-000

**CONSIDERATION - ACTION**

**DISCUSSION-REVIEW**

2. Ordinance amending Ch. 6.05 Parking Limitations; Ch.16.01 Zoning Code; Ch. 16.02 Definitions for the purpose of Recreational Vehicle Parking
3. Stormwater Utility Rates
4. 2026 Budget Review

**CONSENT AGENDA**

5. Future Meetings, License and Permit Applications, Expenses

**MEETING MINUTES**

6. Zoning Board of Appeals 9-30-24
7. Board of Public Works 6-10-25
8. Business Improvement District 6-17-25
9. Community Development Authority 6-17-25
10. Waupun Utilities 7-14-25
11. Plan Commission 7-16-25
12. Committee of the Whole 7-29-25
13. Common Council 8-12-25
14. Library Board 8-20-25

**DEPARTMENT REPORTS**

15. Police Department
16. Fire Department
17. Library
18. Recreation
19. Public Works
20. Utilities
21. Finance
22. City Clerk-Treasurer-HR
23. Administrator-Economic Development

**MAYORAL CORRESPONDENCE**

24. Board of Public Works Member Resignation - Zonnefeld

**CLOSED SESSION** (WI Statutes 19.85(1) )

(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.

25. Sale of City-Owned Located on the Easternmost Portion of Parcels 292-1315-0844-003 and 292-1315-0844-001 in TID 9

**OPEN SESSION** (WI Statutes 19.85(2) )

**ACTION FROM CLOSED SESSION**

26. Sale of City-Owned Located on the Easternmost Portion of Parcels 292-1315-0844-003 and 292-1315-0844-001 in TID 9

**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.*

ORDINANCE # 25-\_\_\_\_\_

**AN ORDINANCE TO ANNEX REAL ESTATE LOCATED IN THE TOWN OF  
CHESTER TO THE CITY OF WAUPUN, DODGE COUNTY, WISCONSIN**

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

SECTION 1: Real Estate identified on the attached Exhibit A currently owned by the City of Waupun, is detached from the Township of Chester and annexed to the City of Waupun, Dodge County, Wisconsin, all in accordance with Wis. Stat. § 66.0223(1).

SECTION 2: The real estate described as Parcel A (PIN 010-1315-0433-003) on the attached Exhibit A shall be zoned within the R-2 Two-Family Residential District for zoning purposes until the zoning map may otherwise be amended. The real estate described as Parcel B (PIN 010-1315-0911-000) on the attached Exhibit A shall be zoned within the C Conservancy District for zoning purposes until the zoning map may otherwise be amended.

SECTION 3: The real estate shall be placed in Ward 15 of the First Aldermanic District of the City of Waupun, Dodge County, Wisconsin.

SECTION 4: The population in all areas to be annexed is currently zero.

Adopted and Effective this \_\_\_\_ day of August 2025.

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

ATTEST:

\_\_\_\_\_  
Angela J. Hull  
Waupun City Clerk

## EXHIBIT A

### ANNEXATION PROPERTY DESCRIPTION

#### **PARCEL A**

A SURVEY OF UNPLATTED LANDS IN THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 AND THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 4, TOWNSHIP 13 NORTH, RANGE 15 EAST, TOWN OF CHESTER, DODGE COUNTY, WISCONSIN, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 4; THENCE NORTH 1° 37' 25" WEST, ALONG THE WEST LINE OF SAID SOUTHWEST 1/4 OF SECTION 4, 12.00 FEET; THENCE NORTH 88° 33' 00" EAST, ALONG A LINE, IF EXTENDED WOULD GO TO THE SOUTH 1/4 CORNER OF SAID SECTION 4, 33.07 FEET TO THE EAST RIGHT-OF-WAY LINE OF S.T.H. "26" AND BEING THE POINT OF BEGINNING OF LANDS TO BE DESCRIBED; THENCE CONTINUING ALONG SAID LINE, NORTH 88° 33' 00" EAST, AND BEING THE SOUTH LINE OF LANDS TO BE DESCRIBED, 1712.06 FEET TO THE WESTERLY RIGHT-OF-WAY LINE OF U.S.H. "151", WAUPUN BELTLINE; THENCE NORTH 7° 17' 32" EAST, ALONG SAID WESTERLY RIGHT-OF-WAY LINE, 33.39 FEET; THENCE SOUTH 88° 33' 00" WEST, ALONG A LINE 33 FEET NORTH OF, AS MEASURED NORMAL TO AND PARALLEL WITH AFOREMENTIONED SOUTH LINE, 1716.85 FEET TO SAID EAST RIGHT-OF-WAY LINE OF S.T.H. "26"; THENCE SOUTH 0° 58' 25" EAST, ALONG SAID EAST RIGHT-OF-WAY LINE, 33.00 FEET TO THE POINT OF BEGINNING. EXCEPTING THEREFROM THAT PORTION OF LAND CONVEYED IN QUIT CLAIM DEED RECORDED OCTOBER 25, 2012 AS DOCUMENT NO. 1187521.

Tax Parcel Number: 010-1315-0433-003

#### **PARCEL B**

A SURVEY OF UNPLATTED LANDS IN THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 4, THE NORTHEAST 1/4 OF THE NORTHWEST 1/4, THE NORTHEAST 1/4 OF SECTION 10, AND THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 3, ALL IN TOWNSHIP 13 NORTH, RANGE 15 EAST, TOWN OF CHESTER, DODGE COUNTY, WISCONSIN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTH 1/4 CORNER OF SAID SECTION 4; THENCE NORTH 88° 32' 14" EAST, ALONG THE NORTH LINE OF SAID NORTHEAST 1/4 OF SECTION 9, 2659.76 FEET TO THE NORTHWEST CORNER OF SAID SECTION 10; THENCE NORTH 89° 32' 10" EAST, ALONG THE NORTH LINE OF SAID NORTHWEST 1/4 OF SECTION 10, 2842.48 FEET TO THE SOUTH 1/4 CORNER OF SAID SECTION 3; THENCE NORTH 88° 53' 48" EAST, ALONG THE SOUTH LINE OF SAID SOUTHEAST 1/4 OF SECTION 3, 83.81 FEET TO THE POINT OF A CURVE; THENCE NORTHEASTERLY ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 925.35 FEET AND MEASURED ALONG A CHORD BEARING NORTH 70° 37' 19" EAST, 580.33 FEET TO THE WESTERLY RIGHT-OF-WAY LINE OF



FORMER RAILROAD LANDS, PRESENTLY OWNED BY THE STATE OF WISCONSIN (FORMERLY THE CHICAGO AND NORTHWESTERN RAILWAY COMPANY); THENCE SOUTH 36° 41' 30" WEST, ALONG SAID RIGHT-OF-WAY LINE, 103.16 FEET TO A POINT BEING 33.00 FEET SOUTHEASTERLY OF, AS MEASURED NORMAL TO AND PARALLEL WITH AFOREMENTIONED CURVE; THENCE SOUTHWESTERLY ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 958.35 FEET AND BEING 33.00 FEET SOUTH AND SOUTHEASTERLY OF, AS MEASURED NORMAL TO AND PARALLEL WITH THE AFOREMENTIONED CURVE, AND BEING MEASURED ALONG A CHORD BEARING SOUTH 73° 35' 47" WEST, 505.76 FEET TO A POINT BEING 33.00 FEET SOUTH OF, AS MEASURED NORMAL TO SAID SOUTH LINE OF THE SOUTHEAST 1/4 OF SECTION 3; THENCE SOUTH 88° 53' 48" WEST, ALONG A LINE 33.00 FEET SOUTH OF, AS MEASURED NORMAL TO AND PARALLEL WITH SAID SOUTH LINE OF THE SOUTHEAST 1/4 OF SECTION 3, 83.99 FEET; THENCE SOUTH 89° 32' 10" WEST, CONTINUING ALONG SAID LINE AND BEING ALSO 33.00 FEET SOUTH OF AS MEASURED NORMAL TO AND PARALLEL WITH SAID NORTH LINE OF THE NORTHWEST 1/4 OF SECTION 10, 2842.20 FEET TO THE EAST LINE OF SAID NORTHEAST 1/4 OF SECTION 9; THENCE SOUTH 88° 32' 14" WEST, ALONG A LINE 33.00 FEET SOUTH OF, AS MEASURED NORMAL TO AND PARALLEL WITH SAID NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 9, 2660.33 FEET TO THE WEST LINE OF SAID NORTHEAST 1/4 OF SECTION 9; THENCE NORTH 78° 59' 17" WEST, TO A POINT LOCATED 150.00 FEET WESTERLY OF SAID SOUTH 1/4 CORNER, SECTION 4, AND ON A LINE RUNNING FROM THE SOUTH 1/4 CORNER OF SECTION 4, EXTENDED WESTERLY WILL INTERSECT THE WEST LINE OF THE SOUTHWEST 1/4 OF SECTION 4, 12.00 FEET NORTH OF THE SOUTHWEST CORNER OF SECTION 4; THENCE SOUTH 88° 33' 00" WEST, ALONG SAID LINE, AND BEING HEREIN REFERENCED AS A SOUTH PROPERTY LINE, 520.84 FEET TO THE EASTERLY RIGHT-OF-WAY LINE OF U.S.H. "151", WAUPUN BELTLINE; THENCE NORTH 7° 17' 32" EAST, ALONG SAID EASTERLY RIGHT-OF-WAY LINE, 33.39 FEET TO A POINT 33.00 FEET NORTH OF, AS MEASURED NORMAL TO AFOREMENTIONED SOUTH PROPERTY LINE; THENCE NORTH 88° 33' 00" EAST, ALONG A LINE BEING 33.00 FEET NORTH OF, AS MEASURED NORMAL TO AND PARALLEL WITH AFOREMENTIONED SOUTH PROPERTY LINE, 665.81 FEET TO THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 4; THENCE SOUTH 1° 21' 57" EAST, ALONG SAID NORTH-SOUTH 1/4 LINE, 33.00 FEET TO THE POINT OF BEGINNING. EXCEPTING THEREFROM THAT PORTION OF LAND CONVEYED IN QUIT CLAIM DEED RECORDED APRIL 16, 2003 AS DOCUMENT NO. 986415 AND AGAIN IN QUIT CLAIM DEED RECORDED JULY 9, 2003 AS DOCUMENT NO. 995817.

Tax Parcel Number: 010-1315-0911-000

## 6.05 - PARKING LIMITATIONS.

### (3) RESTRICTED PARKING AT ANY TIME..

(f) Street Storage. No person shall, without permit, park or store any motor home, mobile home, manufactured home, camper, trailer, or any motor vehicle having 2 or less axles, on any street in excess of 24 hours. No person shall, without permit, park or store any semi-tractor trailer or motor vehicle having more than 2 axles on any street in excess of 2 hours. This section shall not apply to the following:

1. Vehicles owned or operated by the City of Waupun.
2. Commercial vehicles while directly engaged in activities for which such vehicles are necessary, including without limitation, loading and unloading goods, digging, hauling and trimming.
3. The Director of Public Works or his designee may authorize parking to motor vehicle owners or operators visiting the City for the purpose of a convention, conference, tournament or other function determined to be primarily for a public, charitable, religious, philanthropic, educational or other nonprofit purpose.

## 16.01- ZONING CODE

### (11) GENERAL PROVISIONS

(i) Storage and Parking of Recreational Vehicles. (Ord. 04-06)

(i) Parking of recreational vehicles in all residential zoning districts shall be permitted if said vehicles are stored or parked in the side and rear yard and shall not be located within any required front yard setback.

(ii) At no time shall a recreational vehicle be used for permanent living, sleeping, materials storage or other purpose.

(iii) No recreational vehicle shall be permanently connected to water, gas electric, or sanitary sewer.

(iv) The temporary parking of a recreational vehicle within a street front yard shall be allowed for the purpose of loading or unloading, washing or general maintenance, for a period not to exceed 48 consecutive hours.

## 16.02 – DEFINITIONS

(36m) RECREATIONAL VEHICLE. Recreational vehicle means any of the following: (Ord. 04-06)

(a) Travel Trailer. A vehicular, portable structure built on a chassis and on wheels; that is, between 10 and 36 feet long, including the hitch, and 8 feet or less in width; designated to be used as a temporary dwelling for travel, recreation, vacation or other uses and towed by a car, station wagon or truck. It includes so-called fifth-wheel

units.

- (b)Pick-up Coach. A structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreation, vacation or other uses.
- (c)Motor Home. A portable, temporary dwelling to be used for travel, recreation, vacation, or other uses, constructed as an integral part of a self-propelled vehicle.
- (d)Camping Trailer. A canvas or folding structure mounted on wheels and designed for travel, recreation, vacation or other uses.
- (e)Chassis Mounts, Motor Homes and Mini-Motor Homes. Recreational structures constructed integrally with a truck or motor van chassis and incapable of being separated therefrom.
- (f)Converted and Chopped Van. Recreational structures that created by altering or changing an existing auto van to make it a recreational vehicle.
- (g)Boat. Every description of watercraft used or capable of being used as a means of transportation on water.
- (h)Boat, Snowmobile or All-Terrain, Utility Trailer. A vehicle on which a boat, ATV or snowmobile may be transported and is towable by a motor vehicle. When removed from the trailer, a boat or snowmobile, for purposes of this section is termed an unmounted boat or snowmobile.



**WAUPUN**  
CITY OF SCULPTURE

## AGENDA SUMMARY SHEET

**MEETING DATE:** 8/26/25

**TITLE:** Stormwater Utility Rates

**AGENDA SECTION:** DISCUSSION-REVIEW

**PRESENTER:** Schlieve/Daane/Langenfeld

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

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**SUMMARY:**

Staff will discuss requirements for the stormwater utility and the need for a rate analysis to address the budget deficit projected in 2026.

**STAFF RECOMMENDATION:**

**ATTACHMENTS:**

Rate comparisons

Stormwater 26 Budget and Future Capital Needs

<b><u>RECOMMENDED MOTION:</u></b>
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## WI Stormwater User Charge System Information for various Wisconsin Communities

*Note: Stormwater user charge information changes often.*

*Please contact individual communities to confirm accuracy.*

03/08/22

	Name of Community or Stormwater District	Population (2013)	Created	ERU Size (sf)	Annual \$/ERU or 1 fam home	Credit Policy?		Web site addresses
						Y/ N	Max Amount	
1	Allouez (Village)	13,896	2004	3,333	\$ 90.00	N		<a href="http://www.villageofallouez.com">www.villageofallouez.com</a>
2	Altoona (City)	7,056	2007		\$ 36.00	Y	50%	<a href="http://www.ci.altoona.wi.us">www.ci.altoona.wi.us</a>
3	Antigo (City)	8,004	2010	3,069	\$ 42.24	Y	50%	<a href="http://www.antigo-city.org">www.antigo-city.org</a>
4	Appleton (City)	74,526	1995	2,368	\$ 175.00	Y	73%	<a href="http://www.appleton.org">www.appleton.org</a>
5	Ashwaubenon (Village)	17,272	2012	3,316	\$ 50.00	Y	50%	<a href="http://www.Ashwaubenon.com">www.Ashwaubenon.com</a>
6	Baraboo (City)	12,100	2005	2,379	\$ 49.24	N		<a href="http://www.cityofbaraboo.com">www.cityofbaraboo.com</a>
7	Barron (City)	3,311	2006	10,850	\$ 24.00	Y	75%	<a href="http://www.barronwi.us">www.barronwi.us</a>
8	Bayside (Village)	4,354	2009	5,269	\$ 244.00	N		<a href="http://www.bayside-wi.gov">www.bayside-wi.gov</a>
9	Beaver Dam (City)	16,345	2008	2,637	\$ 80.08	Y	33%	<a href="http://www.cityofbeaverdam.com">www.cityofbeaverdam.com</a>
10	Belleville (Village)	2,450	2010	2,800	\$ 50.04	Y	50%	<a href="http://www.bellevillewi.org">www.bellevillewi.org</a>
11	Bellevue (Village)	15,733	2002	3,221	\$ 72.00	Y	100%	<a href="http://www.bellevue-wi.com">www.bellevue-wi.com</a>
12	Beloit (City)	37,018	2006	3,347	\$ 45.00	Y	90%	<a href="http://www.beloitwi.gov">www.beloitwi.gov</a>
13	Brookfield (Town)	6,390	2003	3,681	\$ 81.60	Y	Undfnd	<a href="http://www.townofbrookfield.com">www.townofbrookfield.com</a>
14	Brown Deer (Village)	12,102	2004	3,257	\$ 106.08	Y	Undfnd	<a href="http://www.browndeerwi.org">www.browndeerwi.org</a>
15	Butler (Village)	1,838	1999	3,032	\$ 94.36	Y	Undfnd	<a href="http://www.butlerwi.gov">www.butlerwi.gov</a>
16	Caledonia (Village)	24,737	2013	5,230	\$ 65.25	Y	50%	<a href="http://www.caledoniawi.com">www.caledoniawi.com</a>
17	Cambridge (Village)	1,498	2005	43,560	\$ 28.00	N		<a href="http://www.ci.cambridge.wi.us">www.ci.cambridge.wi.us</a>
18	Chetek (City)	2,210	2006	15,246	\$ 27.00	Y	75%	<a href="http://www.chetek.net">www.chetek.net</a>
19	Chippewa Falls (City)	13,718	2005	N/A	\$ 41.64	Y	75%	<a href="http://www.ci.chippewa-falls.wi.us">www.ci.chippewa-falls.wi.us</a>
20	Cudahy (City)	18,340	2001	2,700	\$ 93.96	Y	Undfnd	<a href="http://www.ci.cudahy.wi.us">www.ci.cudahy.wi.us</a>
21	De Forest (Village)	9,372	2005	2,900	\$ 78.00	N		<a href="http://www.vi.deforest.wi.us">www.vi.deforest.wi.us</a>
22	De Pere (City)	24,893	2005	3,861	\$ 82.00	Y	60%	<a href="http://www.de-pere.org">www.de-pere.org</a>
23	Delafield (City)	7,159	2004	1,000	\$ 29.00	Y	Undfnd	<a href="http://www.cityofdelafield.com">www.cityofdelafield.com</a>
24	Denmark (Village)	2,169	2006	3,500	\$ 48.00	N		<a href="http://www.denmark-wi.org">www.denmark-wi.org</a>
25	Durand (City)	1,878	2010	3,300	\$ 48.00	Y	20%	<a href="http://www.durand-wi.com">www.durand-wi.com</a>
26	Eau Claire (City)	67,545	1996	3,000	\$ 86.00	Y	89%	<a href="http://www.ci.eau-claire.wi.us">www.ci.eau-claire.wi.us</a>
27	Elm Grove (Village)	5,949	2004	6,235	\$ 135.62	N		<a href="http://www.elmgroviewi.org">www.elmgroviewi.org</a>
28	Fitchburg (City) - Rural	4,000	2002	3,700	\$ 45.48	Y	50%	<a href="http://www.fitchburgwi.gov">www.fitchburgwi.gov</a>
29	Fitchburg (City) - Urban	25,260	2002	3,700	\$ 74.84	Y	50%	<a href="http://www.fitchburgwi.gov">www.fitchburgwi.gov</a>
30	Fort Atkinson (City)	12,482	2009	3,096	\$ 52.50	Y	50%	<a href="http://www.fortatkinsonwi.net">www.fortatkinsonwi.net</a>
31	Fox Crossing (Village)	18,498	2009	4,177	\$ 130.00	Y	80%	<a href="http://www.town-menasha.com">www.town-menasha.com</a>
32	Fox Point (Village)	6,698	2009	2,988	\$ 142.80	Y	60%	<a href="http://www.vil.fox-point.wi.us">www.vil.fox-point.wi.us</a>
33	Garner's Crk (watershed)	20,922	1998	3,523	\$ 118.00	Y	85%	<a href="http://www.garnerscreekutility.org">www.garnerscreekutility.org</a>
34	Glendale (City)	12,920	1996	3,200	\$ 54.00	Y	Undfnd	<a href="http://www.glendale-wi.org">www.glendale-wi.org</a>
35	Grand Chute (Town)	22,409	1997	3,283	\$ 99.84	Y	85%	<a href="http://www.grandchute.net">www.grandchute.net</a>
36	Grantsburg (Village)	1,317	2004		\$ 24.00	Y	75%	<a href="http://www.grantsburgwi.com">www.grantsburgwi.com</a>
37	Green Bay (City)	105,207	2004	3,000	\$ 122.64	Y	67%	<a href="http://www.greenbaywi.gov">www.greenbaywi.gov</a>
38	Greendale (Village)	14,340	2004	3,941	\$ 79.60	Y	50%	<a href="http://www.greendale.org">www.greendale.org</a>
39	Greenfield (City)	37,159	2009	3,630	\$ 70.80	Y	66%	<a href="http://www.ci.greenfield.wi.us">www.ci.greenfield.wi.us</a>



## WI Stormwater User Charge System Information for various Wisconsin Communities

*Note: Stormwater user charge information changes often.*

*Please contact individual communities to confirm accuracy.*

03/08/22

	Name of Community or Stormwater District	Population (2013)	Created	ERU Size (sf)	Annual \$/ERU or 1 fam home	Credit Policy?		Web site addresses
						Y/ N	Max Amount	
40	Greenville (Town)	10,309	2004	4,510	\$ 70.00	Y	85%	<a href="http://www.townofgreenville.com">www.townofgreenville.com</a>
41	Hales Corners (Village)	7,757	2008	3,952	\$ 20.00	N		<a href="http://www.halescorners.org">www.halescorners.org</a>
42	Harrison (Town of)	5,800	1998		\$ 96.00			<a href="http://www.townofharrison.org">www.townofharrison.org</a>
43	Hobart (Village of)	7,365	2007	4,000	\$ 72.00	Y	50%	<a href="http://www.hobart-wi.org">www.hobart-wi.org</a>
44	Holmen (Village of)	9,423	2007	3,550	\$ 49.00	Y	50%	<a href="http://www.holmenwi.com">www.holmenwi.com</a>
45	Howard (Village)	19,410	2004	3,301	\$ 74.40	Y	67%	<a href="http://www.villageofhoward.com">www.villageofhoward.com</a>
46	Hudson (City)	13,179	2012	2,890	\$ 48.00	Y	90%	<a href="http://www.ci.hudson.wi.us">www.ci.hudson.wi.us</a>
47	Janesville (City)	64,000	2003	3,200	\$ 81.28	Y	85%	<a href="http://www.ci.janesville.wi.us">www.ci.janesville.wi.us</a>
48	Jefferson (City)	7,984	2008	3,220	\$ 40.00	Y	100%	<a href="http://www.jeffersonwis.com">www.jeffersonwis.com</a>
49	Kaukauna (City)	15,900	2009	2,944	\$ 90.00	Y	50%	<a href="http://www.cityofkaukauna.com">www.cityofkaukauna.com</a>
50	Kenosha (City)	99,889	2006	2,477	\$ 93.87	Y	44%	<a href="http://www.kenosha.org">www.kenosha.org</a>
51	Kimberly (Village)	6,739	2007	3,350	\$ 110.00	N		<a href="http://www.vokimberly.org">www.vokimberly.org</a>
52	La Crosse (City)	51,522	2012	2,841	\$ 53.92	Y	80%	<a href="http://www.cityoflacrosse.org">www.cityoflacrosse.org</a>
53	Lake Delton (Village)	2,934	1993	1,685	\$ 18.00	Y	Undfnd	<a href="http://www.lakedelton.org">www.lakedelton.org</a>
54	Lancaster (City)	3,809	2008	3,400	\$ 24.00	Y	50%	<a href="http://www.lancasterwisconsin.com">www.lancasterwisconsin.com</a>
55	Lawrence (Town)	5,037	2010	1,000	\$ 11.00	Y	60%	<a href="http://www.townoflawrence.org">www.townoflawrence.org</a>
56	Ledgeview (Town)	7,983	2010	5,800	\$ 88.00	Y	50%	<a href="http://www.ledgeviewwisconsin.com">www.ledgeviewwisconsin.com</a>
57	Lisbon (Town)	10,157	2006	6,642	\$ 48.00	Y	50%	<a href="http://www.townoflisbonwi.com">www.townoflisbonwi.com</a>
58	Little Chute (Village)	11,250	1995	2,762	\$ 99.00	N		<a href="http://www.littlechutewi.org">www.littlechutewi.org</a>
59	Madison (City)	252,557	2001	Lot Area	\$ 104.76	Y	Undfnd	<a href="http://www.cityofmadison.com">www.cityofmadison.com</a>
60	Marinette (City)	10,930	2010	3,105	\$ 49.00	N		<a href="http://www.marinette.wi.us">www.marinette.wi.us</a>
61	McFarland (Village)	8,108	2007	3,456	\$ 88.98	Y	60%	<a href="http://www.mcfarland.wi.us">www.mcfarland.wi.us</a>
62	Menasha (City)	18,498	2008	2,980	\$ 99.00	Y	Undfnd	<a href="http://www.cityofmenasha-wi.gov">www.cityofmenasha-wi.gov</a>
63	Menomonie (City of)	16,156	2008	3,000	\$ 42.00	Y	20%	<a href="http://www.menomonie-wi.gov">www.menomonie-wi.gov</a>
64	Middleton (City of)	19,660	2014	2,106	\$ 45.00	Y	60%	<a href="https://www.cityofmiddleton.us/">https://www.cityofmiddleton.us/</a>
65	Milton (City of)	5,564	2009	4,081	\$ 62.88	Y	50%	<a href="http://www.ci.milton.wi.us">http://www.ci.milton.wi.us</a>
66	Milwaukee (City)	599,164	2006	1,610	\$ 67.76	Y	60%	<a href="http://city.milwaukee.gov/mpw">http://city.milwaukee.gov/mpw</a>
67	Monona (City)	7,745	2004	NA *	\$ 60.00	Y	35%	<a href="http://www.monona.wi.us">www.monona.wi.us</a>
68	Monroe (City)	10,832	2007	2,728	\$ 60.00	Y	50%	<a href="http://www.cityofmonroe.org">www.cityofmonroe.org</a>
69	Mount Pleasant (Village)	26,224	2007	3,000	\$ 55.00	N		<a href="http://www.mtpleasantwi.gov">www.mtpleasantwi.gov</a>
70	Mukwonago (30 cust's)		2006	3,000	\$ 10.31	N		<a href="http://www.villageofmukwonago.com">www.villageofmukwonago.com</a>
71	N Fond du Lac (Village)	5,034	2007	3,232	\$ 56.00	Y	70%	<a href="http://www.nfdl.org">www.nfdl.org</a>
72	Neenah (City)	25,501	2003	3,138	\$ 84.00	Y	68%	<a href="http://www.ci.neenah.wi.us">www.ci.neenah.wi.us</a>
73	Neenah (Town)	3,237	2008	4,040	\$ 85.00	Y	80%	<a href="http://www.townofneenah.com">www.townofneenah.com</a>
74	New Berlin (City)	39,834	2001	4,000	\$ 60.00	Y	Undfnd	<a href="http://www.newberlin.org">www.newberlin.org</a>
75	New Glarus (Village)	2,160	2009	3,000	\$ 101.16	Y	100%	<a href="http://www.newglarusvillage.com">www.newglarusvillage.com</a>
76	New Richmond (City)	8,610	2005	13,000	\$ 35.28	Y	75%	<a href="http://www.ci.new-richmond.wi.us">www.ci.new-richmond.wi.us</a>
77	Oak Creek (City)	35,008	2003	3,300	\$ 29.00	Y	Undfnd	<a href="http://www.oakcreekwi.org">www.oakcreekwi.org</a>
78	Onalaska (City)	18,312	2010	3,888	\$ 86.44	Y	50%	<a href="http://www.cityofonalaska.com">www.cityofonalaska.com</a>



## WI Stormwater User Charge System Information for various Wisconsin Communities

*Note: Stormwater user charge information changes often.*

*Please contact individual communities to confirm accuracy.*

03/08/22

	Name of Community or Stormwater District	Population (2013)	Created	ERU Size (sf)	Annual \$/ERU or 1 fam home	Credit Policy?		Web site addresses
						Y/ N	Max Amount	
79	<b>Onalaska</b> (Town)	5,882	2005	3,709	\$ 24.00	Y	Undfnd	<a href="http://www.co.la-crosse.wi.us/townofon">www.co.la-crosse.wi.us/townofon</a>
80	<b>Oshkosh</b> (City)	66,778	2003	2,817	\$ 210.60	Y	75%	<a href="http://www.ci.oshkosh.wi.us">www.ci.oshkosh.wi.us</a>
81	<b>Palmyra</b> (Village)	1,783	2000	3,387	\$ 117.24	Y	50%	<a href="http://www.villageofpalmyra.com">www.villageofpalmyra.com</a>
82	<b>Pewaukee</b> (City)	13,827	2010	5,339	\$ 120.00	Y	40%	<a href="http://www.cityofpewaukee.us">www.cityofpewaukee.us</a>
83	<b>Pleasant Prairie</b> (Village)	20,173	2006	TR-55 M	\$ 72.00	Y	30%	<a href="http://www.pleasantprairieonline.com">www.pleasantprairieonline.com</a>
84	<b>Plymouth</b> (City)	8,419	2019	3,850	\$ 30.00	Y	30%	<a href="http://www.plymouthgov.com">www.plymouthgov.com</a>
85	<b>Poynette</b> (Village)	2,513	2006	3,550	\$ 60.00	Y	50%	<a href="http://www.poynette-wi.gov">www.poynette-wi.gov</a>
86	<b>Prairie du Sac</b> (Village)	4,188	2002	43,560	(1)	N		<a href="http://www.prairiedusac.net">www.prairiedusac.net</a>
87	<b>Racine</b> (City)	78,199	2004	2,844	\$ 123.77	Y	45%	<a href="http://www.cityofracine.org">www.cityofracine.org</a>
88	<b>Raymond</b> (Town)	3,909	2008	7,000	\$ 25.00	Y	50%	<a href="http://www.raymondtownof.com">www.raymondtownof.com</a>
89	<b>Reedsburg</b> (City of)	9,532	2009	3,024	\$ 46.80	Y	50%	<a href="http://www.reedsburgwi.gov">www.reedsburgwi.gov</a>
90	<b>Rhineland</b> (City)	7,557	2013	3,305	\$ 39.00	Y	100%	<a href="http://rhinelandercityhall.org">http://rhinelandercityhall.org</a>
91	<b>Rice Lake</b> (City)	8,339	2010	3,701	\$ 57.72	N		<a href="http://www.ci.rice-lake.wi.us">www.ci.rice-lake.wi.us</a>
92	<b>River Falls</b> (City)	15,209	1998	NA *	\$ 37.68	Y	100%	<a href="http://www.rfcity.org">www.rfcity.org</a>
93	<b>Rochester</b> (Village)	3,693	2011	4,500	\$ 63.20	Y	50%	<a href="http://www.rochsterwi.us/index.asp">www.rochsterwi.us/index.asp</a>
94	<b>Salem</b> (Town)	12,056	2008	6,352	\$ 60.00	Y	50%	<a href="http://www.townofsalem.net">www.townofsalem.net</a>
95	<b>Scott</b> (Town)	3,545	2010	4,250	\$ 55.00	Y	50%	
96	<b>Shorewood Hills</b> (Village)	1,799	2007	2,941	\$ 110.00	Y	Undfnd	<a href="http://www.shorewood-hills.org">www.shorewood-hills.org</a>
97	<b>Silver Lake</b> (Village)	2,420	2008	3,870	\$ 94.00	N		<a href="http://www.villageofsilverlakewi.com">www.villageofsilverlakewi.com</a>
98	<b>Slinger</b> (Village)	5,141	2007	4,300	\$ 47.70	Y	50%	<a href="http://www.slinger-wi-usa.org">www.slinger-wi-usa.org</a>
99	<b>Somers</b> (Village)		2018	5,000	\$ 172.92			<a href="https://www.somers.org/departn">https://www.somers.org/departn</a>
100	<b>South Milwaukee</b> (City)	21,239	2007	2,964	\$ 92.64	Y	50%	<a href="http://smwi.org">http://smwi.org</a>
101	<b>St. Francis</b> (Village)	9,546	2001	2,500	\$ 60.00	Y	Undfnd	<a href="http://www.ci.stfrancis.wi.gov">www.ci.stfrancis.wi.gov</a>
102	<b>Stevens Point</b> (City)	26,670	2013	3,364	\$ 59.08	Y	60%	<a href="http://stevenspoint.com">http://stevenspoint.com</a>
103	<b>Stoughton</b> (City)	12,945	2012	3,105	\$ 51.55	Y	50%	<a href="http://www.ci.stoughton.wi.us">www.ci.stoughton.wi.us</a>
104	<b>Suamico</b> (Village)	12,588	2008	5,137	\$ 25.00	N		<a href="http://suamico.org/">http://suamico.org/</a>
105	<b>Sun Prairie</b> (City)	30,871	2003	3,468	\$ 90.00	Y	65%	<a href="http://www.cityofsunprairie.com">www.cityofsunprairie.com</a>
106	<b>Superior</b> (City)	26,869	2004	2,933	\$ 70.80	Y	85%	<a href="http://www.ci.superior.wi.us">www.ci.superior.wi.us</a>
107	<b>Sussex</b> (Village)	10,695	2006	3,897	\$ 110.64	Y	49%	<a href="http://www.village.sussex.wi.us">www.village.sussex.wi.us</a>
108	<b>Two Rivers</b> (City)	11,261	2014	3,015	\$ 69.00	Y	60%	<a href="http://www.two-rivers.org">www.two-rivers.org</a>
109	<b>Union Grove</b> (Village)	4,884	2010	4,000	\$ 87.32	Y	50%	<a href="http://www.uniongrove.net">www.uniongrove.net</a>
110	<b>Vernon</b> (Town)	7,502	2007	6,904	\$ 13.00	Y	50%	<a href="http://www.townofvernon.org">www.townofvernon.org</a>
111	<b>Verona</b> (City)	11,775	2011	2,842	\$ 66.00	Y	58%	<a href="http://www.ci.verona.wi.us">www.ci.verona.wi.us</a>
112	<b>Washburn</b> (City)	2,098	2005	Lot Area	\$ 63.00	Y	75%	<a href="http://www.cityofwashburn.org">www.cityofwashburn.org</a>
113	<b>Watertown</b> (City)	23,929	2005	2,900	\$ 81.24	Y	60%	<a href="http://www.cityofwatertown.org">www.cityofwatertown.org</a>
114	<b>Waupun</b> (City)	11,330	2005	3,408	\$ 84.00	Y	75%	<a href="http://www.cityofwaupun.org">www.cityofwaupun.org</a>
115	<b>Wauwatosa</b> (City)	47,134	2000	2,174	\$ 130.52	Y	54%	<a href="http://www.wauwatosa.net">www.wauwatosa.net</a>
116	<b>West Allis</b> (City)	60,697	1997	1,827	\$ 82.32	Y	50%	<a href="http://www.ci.west-allis.wi.us">www.ci.west-allis.wi.us</a>
117	<b>West Milwaukee</b> (Village)	4,215	1998	1,956	\$ 36.00	Y	50%	<a href="http://www.westmilwaukee.org">www.westmilwaukee.org</a>



## WI Stormwater User Charge System Information for various Wisconsin Communities

*Note: Stormwater user charge information changes often.*

*Please contact individual communities to confirm accuracy.*

03/08/22

	Name of Community or Stormwater District	Population (2013)	Created	ERU Size (sf)	Annual \$/ERU or 1 fam home	Credit Policy?		Web site addresses
						Y/ N	Max Amount	
118	<b>West Salem</b> (Village)	4,980	2007	2,400	\$ 18.00	Y	Undfnd	<a href="http://www.westsalemwi.com">www.westsalemwi.com</a>
119	<b>Weston</b> (Village)	14,934	2004	3,338	\$ 50.00	Y	68%	<a href="http://www.westonwi.gov">www.westonwi.gov</a>
120	<b>Whitefish Bay</b> (Village)	14,125	2013	3,045	\$ 100.00	Y	100%	<a href="http://www.wfbvillage.org">www.wfbvillage.org</a>
121	<b>Whitewater</b> (City)	14,732	2007	3,875	\$ 74.04	Y	50%	<a href="http://www.whitewater-wi.gov">www.whitewater-wi.gov</a>
122	<b>Wind Point</b> (Village)	1,717	2008	3,857	\$ 37.84	N		<a href="http://windpointwi.us">http://windpointwi.us</a>
123	<b>Wisconsin Rapids</b> (City)	18,039	2009	2,620	\$ 40.85	Y	50%	<a href="http://www.wirapids.org">www.wirapids.org</a>

This information needs your help to keep it fresh and current. Please send updates to [rick.eilertson@gmail.com](mailto:rick.eilertson@gmail.com).

**Reverse numbers** indicate entries confirmed since January 1, 2021.



**Fund 700 - Stormwater Fund**

	A	B	C	D	E
	2024 Actual	2025 Budget	2025 Estimate	2026 Budget	%Change '25 vs '26 proposed
<b>Revenues (Fund 700)</b>					
City Levy/Taxes	-	-	-	-	0%
Special Assessments	-	-	-	-	0%
Intergovernmental Revenues	628,593	592,500	604,944	592,500	0%
Debt Proceeds	-	1,115,643	1,115,643	-	0%
<b>Total Revenues</b>	<b>628,593</b>	<b>1,708,143</b>	<b>1,720,587</b>	<b>592,500</b>	<b>-65%</b>

	2024 Actual	2025 Budget	2025 Estimate	2026 Budget	
<b>Expenditures (Fund 700)</b>					
Wages/Benefits	168,166	203,316	201,846	219,886	8%
Operating	125,896	1,227,018	1,234,663	118,075	-90%
Debt	-	-	-	-	0%
Fund Transfers	187,920	189,645	187,645	272,147	44%
<b>Total Expenditures</b>	<b>481,982</b>	<b>1,619,979</b>	<b>1,624,154</b>	<b>610,108</b>	<b>-62%</b>

	2024 Actual	2025 Budget	2025 Estimate	2026 Budget
Surplus/Deficit	146,611	88,164	96,433	(17,608)

## Additional

## Potential Debt Issue Projects

2031	Rounsville	\$ 461,783
2035	Edgewood	492,976
2041	Monroe St	1,444,889
2045	Claggett	<u>6,242,203</u>
		<b>\$8,641,851</b>

Stormwater  
Ponds



# AGENDA SUMMARY SHEET

**MEETING DATE:** 8/26/25 **TITLE:** 2026 Budget Review

**AGENDA SECTION:** DISCUSSION-REVIEW

**PRESENTER:** Casey Langenfeld, Director of Finance

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

**SUMMARY:**  
Presentation of 2026 Budget Preview.

**STAFF RECOMMENDATION:**

**ATTACHMENTS:**  
Budget Preview Power Point

**RECOMMENDED MOTION:**



# **CITY OF WAUPUN**

## **2026 BUDGET PREVIEW 8/26/25**



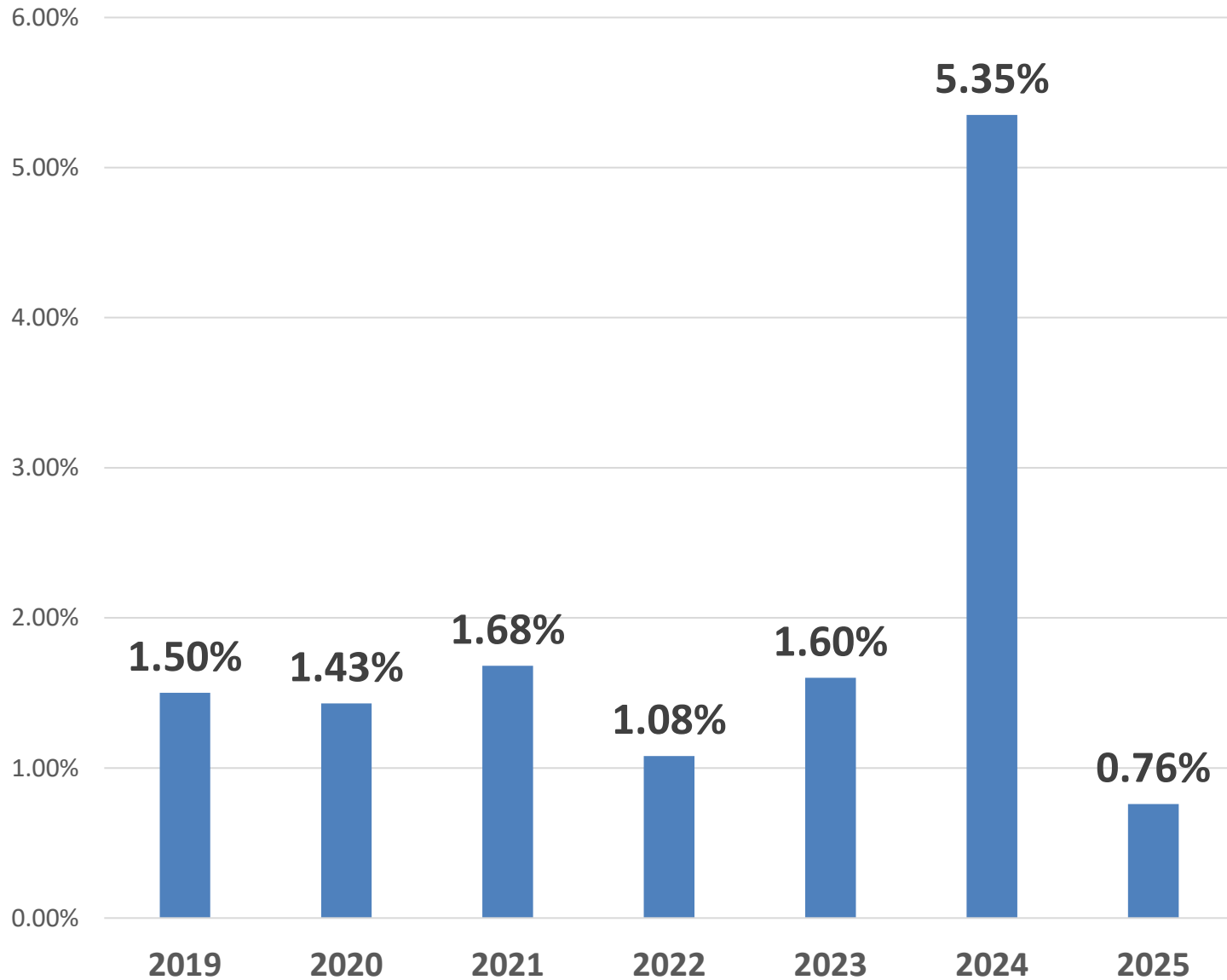


# Levy Limit

**Net New Construction** refers to the total amount of new construction in a municipality, adjusted for any demolitions or destruction of existing buildings.

This figure is crucial for calculating the **levy limit percent**, which is determined by dividing the current year's net new construction by the previous year's Equalized Value.

This percentage is then used to establish how much the municipality can increase its base levy each year. However, the actual final levy amount may vary based on the municipality's needs for principal and interest payments on debt. In essence, while net new construction provides a framework for levy increases, the final amount can fluctuate depending on financial obligations.



## Net New Construction History

Estimated increase to levy base **\$20,000** in 2026.

**2025 Levy \$3,758,984**  
**2026 Levy Estimate \$4,043,259**  
**7.6% increase**

# 2026 Levy Distribution

**Estimated 2026 Levy Limit Amount \$4,043,259**

**Fund 100 –  
General Fund  
\$1,681,496**

**Fund 210 –  
Library  
\$585,283**

**Fund 300 –  
Debt  
\$1,110,550**

**Fund 400 –  
Capital  
\$340,000**

**Fund 410 –  
Equipment  
\$280,930**

**Fund 501 –  
Taxi  
\$45,000**

**= \$4,043,259**

**Requesting full allowable levy limit for 2026 to pay for city operations.**

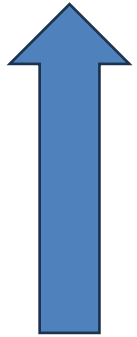
# Levy Distribution 2025 Compared to 2026

	2025	2026	Increase (Decrease)	Percent Change
General Fund	\$1,710,797	\$1,681,496	(\$29,301)	(1.7%)
Debt Fund	\$806,980	\$1,110,550	\$303,570	38%
Library Fund	\$575,277	\$585,283	\$10,006	2%
Capital Fund	\$340,000	\$340,000	\$0	0%
Equipment Fund	\$280,930	\$280,930	\$0	0%
Taxi Fund	\$45,000	\$45,000	\$0	0%



# Fund 100 – General Fund

## Revenue Changes



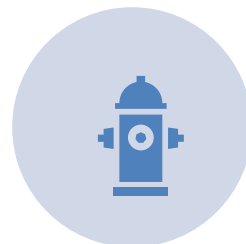
**\$85,000** Interest  
Income



**\$24,000**  
Transportation Aids



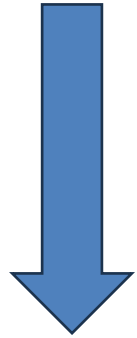
**\$42,000**  
Community Center Lease  
Payments



**\$50,000**  
Potential from Fire Dept  
Contract

# Fund 100 – General Fund

## Revenue Changes



**\$29,301**

**Decrease in Levy  
Allocation**

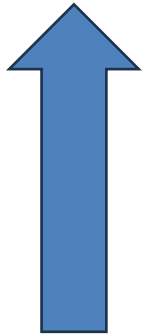


**\$33,337**

**PILOT Payments**

# Fund 100 – General Fund

## Expenditure Changes



**\$276,563**

**Wages & Benefits**



**\$272,223**

**Public Safety**

80% Wages/Benefits

# Fund 210 – Library Fund



**\$10,000**

**Increased Levy Allocation  
Request**

**2% increase  
in Revenue**



**Wages/Benefits**



**Operating Costs**

**5% increase  
in Expenses**

# Fund 400 – Capital Fund Projects

Streets <sup>1</sup>	\$1,789,000
Alley <sup>1</sup>	1,000,000
Mill and Overlay	241,762
Street Design/Engineering	115,000
Safety Building Design/Engineering	75,000
Sidewalk Program	50,000
Library Elevator Engineering <sup>1</sup>	23,000

**Fund Balance Applied  
2026 Projects  
\$141,762**

<sup>1</sup> Projects paid for with debt issue and/or paid from different Fund

# Fund 410 – Equipment Fund

## Projects

Dump Truck	\$310,617
Police	205,550
General Government	19,700
Fire	18,000
Aquatic Facility	14,600

**Fund Balance Applied  
2026 Projects  
\$283,467**

## Fund 300 – Debt Fund

### **2025 Debt Cap**

per City Policy

**\$29,536,313**

### **Current Debt**

as of 12/31/25

**\$15,871,199\***

**\*54%**

of allowable limit per city policy

# Fund 300 – Debt Fund

**2026 Debt Issue \$1,894,455 payments begin in 2027**

Project Name	Amount
<b>Alley – behind Wind and Unwind<sup>1</sup></b>	<b>\$1,000,000</b>
<b>Shaler Drive<sup>2</sup></b>	<b><u>894,455</u></b>
	<b>\$1,894,455</b>

<sup>1</sup> Debt paid from TID 3

<sup>2</sup> Debt paid from TID 9



# Fund 300 – Debt Fund

**2026**

Available Debt 1/1/2026

**\$13,665,114**

**2026**

Available Debt after 2026 issue

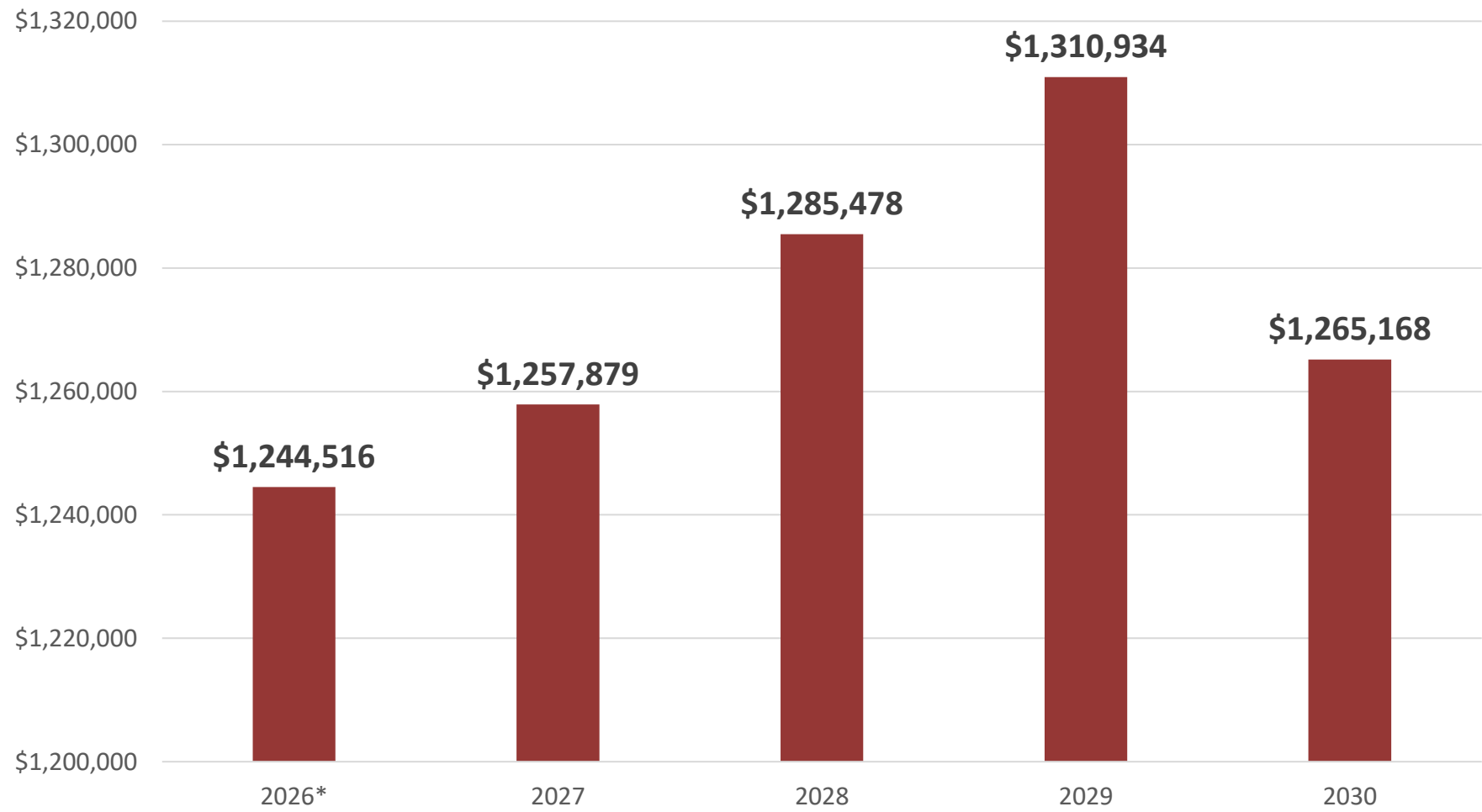
**\$14,839,977\***

**\*52%**

allowable debt

# Fund 300 – Debt Fund

Debt Levy



**\*Debt tax rate in 2026 = \$1.72**  
Per \$1,000 of home value

**Average Home Value 2025 = \$350,000**

**Estimated increase of \$60**  
for debt on **2027** tax bills.

# Fund 501 – Taxi Fund



**No Change to Levy Allocation**



**Continue to monitor passenger rates, possible increase in 2027.**

Fund 100 - General Fund					
	A	B	C	D	E
Revenues (Fund 100)	2024 Actual	2025 Budget	2025 Estimate	2026 Budget	%Change '25 vs '26 proposed
City Levy	1,612,284	1,710,797	1,710,797	1,681,496	-1.713%
Other Taxes	643,189	673,863	640,526	642,537	-5%
Special Assessments	505	100	100	100	0%
Intergovernmental Revenues	4,087,196	4,144,529	4,203,900	4,183,529	1%
License & Permits	50,822	55,125	66,736	59,800	8%
Fines & Penalties	42,324	42,500	42,000	42,000	-1%
Public Charges for Services	331,442	366,080	395,325	455,420	24%
Intergovernmental Charges for Services	-	-	-	-	0%
Miscellaneous Revenue	517,085	74,575	463,497	172,000	131%
Transfers In Other Funds	-	-	-	-	0%
Fund Balance Applied	-	176,506	-	-	-100%
<b>Total Revenues</b>	<b>7,284,847</b>	<b>7,244,075</b>	<b>7,522,881</b>	<b>7,236,882</b>	<b>0%</b>
Expenditures (Fund 100)	2024 Actual	2025 Budget	2025 Estimate	2026 Budget	
General Government	1,199,788	1,343,648	1,273,615	1,269,334	-6%
Recreation	570,436	730,489	650,020	653,141	-11%
Assessor/Inspector	39,483	40,500	40,500	40,500	0%
Police	2,380,473	2,616,773	2,864,694	2,816,188	8%
Fire	534,743	683,794	599,264	691,493	1%
DPW	1,628,598	1,700,458	1,724,416	1,770,370	4%
Economic Development/Admin	146,092	21,895	28,621	28,354	29%
Fund Transfers	300,000	171,085	500,000	19,672	-89%
<b>Total Expenditures</b>	<b>6,799,612</b>	<b>7,308,642</b>	<b>7,681,130</b>	<b>7,289,052</b>	<b>-0.27%</b>
	<b>2024 Actual</b>	<b>2025 Budget</b>	<b>2025 Estimate</b>	<b>2026 Budget</b>	
<b>Surplus/Deficit</b>	485,235	(64,567)	(158,249)	(52,170)	

<b>Fund 210 - Library Fund</b>					
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
<b>Revenues (Fund 210)</b>	<b>2024 Actual</b>	<b>2025 Budget</b>	<b>2025 Estimate</b>	<b>2026 Budget</b>	<b>%Change '25 vs '26 proposed</b>
City Levy/Taxes	\$ 553,896	\$ 575,277	\$ 575,277	\$ 585,283	2%
County Appropriation	\$ 224,606	\$ 223,304	\$ 231,464	\$ 224,875	1%
Fees	\$ 1,528	\$ 1,300	\$ 1,300	\$ 1,300	0%
Interest/Dividends	\$ 39,947	\$ -	\$ 11,394	\$ -	0%
Donations	\$ 5,000	\$ 5,000	\$ 11,318	\$ 5,000	0%
Fund Transfers/Unrealized Gains	\$ 9,934	\$ -	\$ -	\$ 19,672	0%
<b>Total Revenues</b>	<b>\$ 834,912</b>	<b>\$ 804,881</b>	<b>\$ 830,753</b>	<b>\$ 836,130</b>	<b>4%</b>
<b>Expenditures (Fund 210)</b>	<b>2024 Actual</b>	<b>2025 Budget</b>	<b>2025 Estimate</b>	<b>2026 Budget</b>	
Trust Operating	\$ 864	\$ -	\$ -	\$ -	0%
Trust Capital	\$ 29,708	\$ -	\$ -	\$ -	
Wages/Benefits	\$ 544,060	\$ 571,241	\$ 571,241	\$ 587,318	3%
Operating	\$ 223,196	\$ 233,640	\$ 256,640	\$ 248,812	6%
Funds Transfer	\$ -	\$ -	\$ -	\$ 23,000	0%
<b>Total Expenditures</b>	<b>\$ 797,829</b>	<b>\$ 804,881</b>	<b>\$ 827,881</b>	<b>\$ 859,130</b>	<b>7%</b>
	<b>2024 Actual</b>	<b>2025 Budget</b>	<b>2025 Estimate</b>	<b>2026 Budget</b>	
<b>Surplus/Deficit</b>	<b>\$ 37,083</b>	<b>\$ -</b>	<b>\$ 2,872</b>	<b>\$ (23,000)</b>	

Fund 300 - Debt Service					
	A	B	C	D	E
Revenues (Fund 300)	2024 Actual	2025 Budget	2025 Estimate	2026 Budget	%Change '25 vs '26 proposed
City Levy/Taxes	812,105	806,980	806,980	1,110,550	38%
Interest Revenue	1,869	1,000	1,000	1,000	0%
Transfer from other Funds	1,005,937	1,020,936	1,062,085	1,244,054	22%
<b>Total Revenues</b>	<b>1,819,911</b>	<b>1,828,916</b>	<b>1,870,065</b>	<b>2,355,604</b>	<b>29%</b>
Expenditures (Fund 300)	2024 Actual	2025 Budget	2025 Estimate	2026 Budget	
Principal Payments	1,386,513	1,449,399	1,449,399	1,641,835	13%
Interest Payments	430,930	419,067	419,067	712,169	70%
Capital Lease	-	-	-	-	0%
Bond/Debt Expenses	2,500	1,600	1,600	1,600	0%
Fund Transfers	-	-	-	-	0%
<b>Total Expenditures</b>	<b>1,819,943</b>	<b>1,870,066</b>	<b>1,870,066</b>	<b>2,355,604</b>	<b>26%</b>
	2024 Actual	2025 Budget	2025 Estimate	2026 Budget	
<b>Surplus/Deficit</b>	<b>(32)</b>	<b>(41,150)</b>	<b>(1)</b>	<b>-</b>	

<b>Fund 400 - Capital</b>					
	A	B	C	D	E
<b>Revenues (Fund 400)</b>	<b>2024 Actual</b>	<b>2025 Budget</b>	<b>2025 Estimate</b>	<b>2026 Budget</b>	%Change '25 vs '26 proposed
City Levy/Taxes	340,000	340,000	340,000	340,000	0%
Special Assessments	18,070	-	-	50,000	0%
State Revenue Grants/ERP	3,120,396	533,063	83,310	61,877	-88%
Fees	15,550	15,000	15,000	15,000	0%
Miscellaneous Revenue	92,694	8,000	773,674	10,000	25%
Debt Proceeds/Transfers In	300,000	1,206,646	2,158,077	23,000	-98%
<b>Total Revenues</b>	<b>3,886,710</b>	<b>2,102,709</b>	<b>3,370,061</b>	<b>499,877</b>	<b>-76%</b>
<b>Expenditures (Fund 400)</b>	<b>2024 Actual</b>	<b>2025 Budget</b>	<b>2025 Estimate</b>	<b>2026 Budget</b>	
Bonds/Debt Issuance	-	-	-	-	0%
General Government	-	86,300	86,300	-	0%
Recreation	1,966,471	2,786,500	2,786,500	-	-100%
Public Safety	128,459	-	50,000	75,000	0%
Library	-	-	-	23,000	0%
DPW	398,241	256,000	316,102	456,762	78%
Fund Transfers	104,809	-	-	-	0%
<b>Total Expenditures</b>	<b>2,597,980</b>	<b>3,128,800</b>	<b>3,238,902</b>	<b>554,762</b>	<b>-82%</b>
	<b>2024 Actual</b>	<b>2025 Budget</b>	<b>2025 Estimate</b>	<b>2026 Budget</b>	
<b>Surplus/Deficit</b>	<b>1,288,730</b>	<b>(1,026,091)</b>	<b>131,159</b>	<b>(54,885)</b>	

Fund 410 - Equipment Fund					
	A	B	C	D	E
Revenues (Fund 410)	2024 Actual	2025 Budget	2025 Estimate	2026 Budget	%Change '25 vs '26 proposed
City Levy/Taxes	225,000	280,930	280,930	280,930	0%
Grants	8,592	5,000	10,471	-	0%
Miscellaneous Revenue	42,459	-	28,840	5,000	0%
Debt Proceeds/Transfers In	-	2,682,250	2,510,000	-	0%
Total Revenues	276,051	2,968,180	2,830,241	285,930	-90%
Expenditures (Fund 410)	2024 Actual	2025 Budget	2025 Estimate	2026 Budget	
Debt Issuance	-	-	-	-	0%
General Government	4,245	20,100	-	19,700	-2%
Recreation	4,917	5,000	-	14,600	192%
Police	104,037	195,127	-	205,550	5%
Fire	16,094	2,519,000	-	18,000	-99%
Library	-	-	-	-	0%
DPW	130,366	286,750	-	310,617	8%
Total Expenditures	259,659	3,025,977	-	568,467	-81%
	2024 Actual	2025 Budget	2025 Estimate	2026 Budget	
Surplus/Deficit	16,392	(57,797)	2,830,241	(282,537)	



<b>Fund 501 - Taxi Fund</b>					
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
<b>Revenues (Fund 501)</b>	<b>2024 Actual</b>	<b>2025 Budget</b>	<b>2025 Estimate</b>	<b>2026 Budget</b>	<b>%Change '25 vs '26 proposed</b>
City Levy/Taxes	45,000	45,000	45,000	45,000	0%
Grants	168,003	93,000	94,929	93,000	0%
Sales of Property	-	-	-	-	0%
Fund Transfer	-	-	-	-	0%
<b>Total Revenues</b>	<b>213,003</b>	<b>138,000</b>	<b>139,929</b>	<b>138,000</b>	<b>0%</b>
<b>Expenditures (Fund 501)</b>	<b>2024 Actual</b>	<b>2025 Budget</b>	<b>2025 Estimate</b>	<b>2026 Budget</b>	
Wages/Benefits	291	2,928	2,930	2,946	1%
Operating	-	160,000	-	-	0%
Capital	219,490	-	160,000	160,000	0%
<b>Total Expenditures</b>	<b>219,781</b>	<b>162,928</b>	<b>162,930</b>	<b>162,946</b>	<b>0%</b>
	<b>2024 Actual</b>	<b>2025 Budget</b>	<b>2025 Estimate</b>	<b>2026 Budget</b>	
<b>Surplus/Deficit</b>	<b>(6,777)</b>	<b>(24,928)</b>	<b>(23,001)</b>	<b>(24,946)</b>	
<b>BEGINNING FUND BALANCE</b>	<u>45,489</u>	<u>38,711</u>	<u>38,711</u>	<u>15,710</u>	
<b>ENDING FUND BALANCE</b>	<b>\$ 38,711</b>	<b>\$ 13,783</b>	<b>\$ 15,710</b>	<b>\$ (9,236)</b>	

Fund 700 - Stormwater Fund					
	A	B	C	D	E
Revenues (Fund 700)	2024 Actual	2025 Budget	2025 Estimate	2026 Budget	%Change '25 vs '26 proposed
City Levy/Taxes	-	-	-	-	0%
Special Assessments	-	-	-	-	0%
Intergovernmental Revenues	628,593	592,500	604,944	592,500	0%
Debt Proceeds	-	1,115,643	1,115,643	-	0%
Total Revenues	628,593	1,708,143	1,720,587	592,500	-65%
Expenditures (Fund 700)	2024 Actual	2025 Budget	2025 Estimate	2026 Budget	
Wages/Benefits	168,166	203,316	201,846	219,886	8%
Operating	125,896	1,227,018	1,234,663	118,075	-90%
Debt	-	-	-	-	0%
Fund Transfers	187,920	189,645	187,645	272,147	44%
Total Expenditures	481,982	1,619,979	1,624,154	610,108	-62%
	2024 Actual	2025 Budget	2025 Estimate	2026 Budget	
Surplus/Deficit	146,611	88,164	96,433	(17,608)	

# AGENDA SUMMARY SHEET

MEETING DATE: 8/26/25

TITLE: Future Meetings, License and Permit  
Applications, Expenses

AGENDA SECTION: CONSENT AGENDA

PRESENTER: Angela Hull, Clerk

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## FUTURE MEETINGS

### Date of Council/COW Meeting

Tuesday, September 9, 2025

Tuesday, September 30, 2025

Tuesday, October 14, 2025

Tuesday, October 28, 2025

Tuesday, November 11, 2025

Tuesday, November 25, 2025

Tuesday, December 9, 2025

Tuesday, December 30, 2025

### Meeting

Common Council

Committee of the Whole

Common Council

Committee of the Whole

Common Council

Committee of the Whole

Common Council

Committee of the Whole

## LICENSE/PERMIT APPLICATIONS

Operator: Matthew Miller

### RECOMENDED MOTION:

Motion to approve the consent agenda and accept the monthly financials.

## Report Criteria:

Report type: Summary

Invoice.Batch = "AUG12","081425","082625"

Check Issue Date	Check Number	Payee	Amount
08/12/2025	110419	BAKER & TAYLOR	1,973.21
08/12/2025	110420	PURCHASE POWER	57.21
08/12/2025	110421	YMCA OF DODGE COUNTY	16,148.86
08/14/2025	110422	FOND DU LAC COUNTY	930.00
08/14/2025	110423	GUARANTY CLOSING & TITLE SERVIC	1,338.00
08/14/2025	110424	HOMAN AUTO -MAIN	298,082.21
08/21/2025	110443	3 OFF THE BAT LLC	1,000.00
08/21/2025	110444	A - DEAN ENTERPRISES LLC	277.50
08/21/2025	110445	AED ESSENTIALS INC	18,710.59
08/21/2025	110446	AIRGAS USA LLC	4,186.04
08/21/2025	110447	AMAZON CAPITAL SERVICES	367.84
08/21/2025	110448	AMERICAN HYDRAULICS INC	2,166.00
08/21/2025	110449	ASJ PUBLISHING LLC	980.00
08/21/2025	110450	AT&T MOBILITY	987.10
08/21/2025	110451	AXLEY BRYNELSON LLP	116.54
08/21/2025	110452	BADGER PEST CONTROL	80.00
08/21/2025	110453	BASSETT INC	52,678.06
08/21/2025	110454	BEACON ATHLETICS	899.97
08/21/2025	110455	BENTZ AUTOMOTIVE INC	676.15
08/21/2025	110456	BROWN CAB SERVICE INC	13,714.54
08/21/2025	110457	BUREAU OF CORRECTIONAL ENTER	542.40
08/21/2025	110458	CAREW CONCRETE & SUPPLY INC	354.00
08/21/2025	110459	CENTRAL WI CHRISTIAN SCHOOLS	500.00
08/21/2025	110460	CHARTER COMMUNICATIONS	1,119.57
08/21/2025	110461	CHARTER COMMUNICATIONS	105.26
08/21/2025	110462	CIVIC PLUS LLC (PAYMENTS)	8,700.00
08/21/2025	110463	COBAN TECHNOLOGIES INC	2,060.00
08/21/2025	110464	COTTINGHAM & BUTLER INC	3,312.50
08/21/2025	110465	GANNETT WISCONSIN LOCALIQ	456.58
08/21/2025	110466	GORDON FLESCH CO INC	176.24
08/21/2025	110467	HENSEN, CHARLES	3,584.53
08/21/2025	110468	IMAGETREND LLC	6,955.00
08/21/2025	110469	IPROMOTEU	722.76
08/21/2025	110470	KOOIMA, ABEL	350.00
08/21/2025	110471	KRUCZEK CONSTRUCTION	392,722.34
08/21/2025	110472	LIFESTAR EMERGENCY MEDICAL	5,500.00
08/21/2025	110473	MADISON MEDIA PARTNERS	669.95
08/21/2025	110474	MARCO TECHNOLOGIES LLC	163.91
08/21/2025	110475	MENARDS - BEAVER DAM	447.04
08/21/2025	110476	MONITORING SERVICES LLC	540.00
08/21/2025	110477	MSA PROFESSIONAL SERVICES INC	41,599.45
08/21/2025	110478	NATIONAL FLAGPOLE FDL LLC	437.00
08/21/2025	110479	NORTHEAST ASPHALT	107,854.65
08/21/2025	110480	PICKART'S RADIATOR SERVICE INC	866.50
08/21/2025	110481	POMP'S TIRE	240.00
08/21/2025	110482	PRINT SOLUTIONS	173.39
08/21/2025	110483	PROS 4 TECHNOLOGY INC	15.00
08/21/2025	110484	REINDERS INC	360.88
08/21/2025	110485	SERWE IMPLEMENT	580.78

Check Issue Date	Check Number	Payee	Amount
08/21/2025	110486	SHERWIN WILLIAMS	614.25
08/21/2025	110487	STRYKER SALES LLC	3,844.18
08/21/2025	110488	SWD LABS	50.00
08/21/2025	110489	TARCO INDUSTRIES INC	440.41
08/21/2025	110490	TOP PACK DEFENSE	274.00
08/21/2025	110491	TORRES TREE SERVICE	1,000.00
08/21/2025	110492	TRUCK EQUIPMENT INC	907.52
08/21/2025	110493	VANDEZANDE & KAUFMAN, LLP	9,580.00
08/21/2025	110494	WAUPUN AREA SCHOOL DISTRICT	20.00
08/21/2025	110495	WAUPUN LITTLE LEAGUE	80,000.00
08/21/2025	110496	WAUPUN UTILITIES	40,017.99
08/21/2025	110497	WEIMER BEARING & TRANSMISSION I	174.64
08/21/2025	110498	WHISPER HILL CLYDESDALES LTD	1,400.00
08/21/2025	110499	WI DEPT OF NATURAL RESOURCES	1,500.00
08/21/2025	110500	YMCA OF DODGE COUNTY	14,843.00
Grand Totals:			1,151,145.54

## Report Criteria:

Report type: Summary

Invoice.Batch = "AUG12","081425","082625"

## Report Criteria:

Report type: Invoice detail

Check.Type = {&lt;&gt;} "Adjustment"

Invoice.Batch = "AUG12","081425","082625"

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
<b>3 OFF THE BAT LLC</b>						
<b>3 OFF THE BAT LLC</b>	REIMBURSE SECURITY DEPOSIT	08/21/2025	8-19-25	100-13850	1,000.00	1,000.00
Total 3 OFF THE BAT LLC:						1,000.00
<b>A - DEAN ENTERPRISES LLC</b>						
<b>A - DEAN ENTERPRISES LLC</b>	PINE STREET PARK PORT A POTTY 7/14/25 - 8/10/25	08/21/2025	18677	100-20-5525-3-38	212.50	212.50
<b>A - DEAN ENTERPRISES LLC</b>	PORT A POTTY - 728 W LINCOLN ST - WE WERE REIMBURSED BY DESTINATION LAKE WINNEBAGO	08/21/2025	17317	100-20-5525-3-38	65.00	65.00
Total A - DEAN ENTERPRISES LLC:						277.50
<b>AED ESSENTIALS INC</b>						
<b>AED ESSENTIALS INC</b>	CARDIAC MONITOR - HEALTHCARE INFRASTRUCTURE GRANT	08/21/2025	10271	410-50-5231-4-00	18,710.59	18,710.59
Total AED ESSENTIALS INC:						18,710.59
<b>AIRGAS USA LLC</b>						
<b>AIRGAS USA LLC</b>	OXYGEN RENTAL - FD	08/21/2025	5517902491	100-50-5230-3-38	25.50	25.50
<b>AIRGAS USA LLC</b>	POOL CHEMICALS	08/21/2025	9163549331	100-20-5523-3-40	752.22	752.22
<b>AIRGAS USA LLC</b>	POOL CHEMICALS	08/21/2025	5517900279	100-20-5523-3-40	1,782.52	1,782.52
<b>AIRGAS USA LLC</b>	POOL CHEMICALS	08/21/2025	9163764683	100-20-5523-3-40	1,625.80	1,625.80
Total AIRGAS USA LLC:						4,186.04
<b>AMAZON CAPITAL SERVICES</b>						
<b>AMAZON CAPITAL SERVICES</b>	FINANCE OFFICE SUPPLIES	08/21/2025	1616-PQ7N-3	100-10-5153-3-38	21.00	21.00
<b>AMAZON CAPITAL SERVICES</b>	GIFT BAGS FOR JAPANESE STUDENTS	08/21/2025	13VC-F9XC-J	100-10-5534-3-38	6.99	6.99
<b>AMAZON CAPITAL SERVICES</b>	AA BATTERIES, SECURITY SELF SEAL WINDOWLESS ENVELOPES	08/21/2025	1PQN-P37X-1	100-40-5211-3-30	101.94	101.94
<b>AMAZON CAPITAL SERVICES</b>	AED PHILIPS HEART START REPLACEMENT BATTERY	08/21/2025	1K1G-XYGW-	100-40-5212-3-38	205.00	205.00
<b>AMAZON CAPITAL SERVICES</b>	RECOIL STARTER SPRING - REPLACE ON WATER PUMP	08/21/2025	1WHJ-WL41-N	100-70-5411-3-36	6.92	6.92
<b>AMAZON CAPITAL SERVICES</b>	COIN MONEY ENVELOPES	08/21/2025	1T6G-WPNX-	100-40-5211-3-30	25.99	25.99
Total AMAZON CAPITAL SERVICES:						367.84
<b>AMERICAN HYDRAULICS INC</b>						
<b>AMERICAN HYDRAULICS INC</b>	CYLINDER - ARTICULATING CYLINDER REBUILT - 102-84	08/21/2025	28553	100-70-5411-3-36	2,166.00	2,166.00
Total AMERICAN HYDRAULICS INC:						2,166.00
<b>ASJ PUBLISHING LLC</b>						
<b>ASJ PUBLISHING LLC</b>	DESTINATION GUIDEBOOK ADVERTISEMENT	08/21/2025	3328	430-70-5436-3-38	980.00	980.00
Total ASJ PUBLISHING LLC:						980.00
<b>AT&amp;T MOBILITY</b>						
<b>AT&amp;T MOBILITY</b>	FIRSTNET MOBILE AIRCARDS - JUNE 24-JULY 23 2025 FIRE DEPT	08/21/2025	JUNE24-JULY	100-50-5244-3-31	798.09	798.09

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
AT&T MOBILITY	SCHLIEVE PHONE - CITY ADM/ECO DEV - JULY 8 - AUG 7 2025	08/21/2025	JUL8-AUG7 2	100-10-5191-3-31	189.01	189.01
Total AT&T MOBILITY:						987.10
AXLEY BRYNELSON LLP						
AXLEY BRYNELSON LLP	VANDE ZANDE VS CITY - ATTORNEY FEES - JULY 2025	08/21/2025	1031918	100-10-5194-3-38	116.54	116.54
Total AXLEY BRYNELSON LLP:						116.54
BADGER PEST CONTROL						
BADGER PEST CONTROL	PEST CONTROL COMMUNITY CENTER	08/21/2025	23503	100-20-5511-3-36	80.00	80.00
Total BADGER PEST CONTROL:						80.00
BAKER & TAYLOR						
BAKER & TAYLOR	BOOKS	08/12/2025	2039030942-R	210-60-5511-3-39	515.81	515.81
BAKER & TAYLOR	BOOKS	08/12/2025	2039016198-R	210-60-5511-3-39	529.29	529.29
BAKER & TAYLOR	BOOKS	08/12/2025	2039004850-R	210-60-5511-3-39	221.86	221.86
BAKER & TAYLOR	BOOKS	08/12/2025	2038992257-R	210-60-5511-3-39	663.14	663.14
BAKER & TAYLOR	BOOKS	08/12/2025	2039021327-R	210-60-5511-3-39	43.11	43.11
Total BAKER & TAYLOR:						1,973.21
BASSETT INC						
BASSETT INC	ICE RINK AMMONIA VENTILATION	08/21/2025	300958	400-20-5514-8-00	52,678.06	52,678.06
Total BASSETT INC:						52,678.06
BEACON ATHLETICS						
BEACON ATHLETICS	DOUBLE 1ST BASE - SCHLIEVE/MCCUNE/GUS	08/21/2025	0617956-IN	100-20-5525-3-36	899.97	899.97
Total BEACON ATHLETICS:						899.97
BENTZ AUTOMOTIVE INC						
BENTZ AUTOMOTIVE INC	A/C SERVICE - FREON - 592	08/21/2025	34128	100-50-5244-3-36	216.25	216.25
BENTZ AUTOMOTIVE INC	BATTERY - 599	08/21/2025	34081	100-50-5244-3-36	459.90	459.90
Total BENTZ AUTOMOTIVE INC:						676.15
BROWN CAB SERVICE INC						
BROWN CAB SERVICE INC	JULY 2025 TAXI SERVICES	08/21/2025	6002	501-10-5154-3-38	13,714.54	13,714.54
Total BROWN CAB SERVICE INC:						13,714.54
BUREAU OF CORRECTIONAL ENTERPRISES						
BUREAU OF CORRECTIONAL ENTER	CAN LINERS	08/21/2025	306-198535	100-70-5410-3-38	542.40	542.40
Total BUREAU OF CORRECTIONAL ENTERPRISES:						542.40
CAREW CONCRETE & SUPPLY INC						
CAREW CONCRETE & SUPPLY INC	CONCRETE - STORM SEWER REPAIR - 510 E SPRING ST	08/21/2025	1324339	700-10-5192-3-36	354.00	354.00
Total CAREW CONCRETE & SUPPLY INC:						354.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
CENTRAL WI CHRISTIAN SCHOOLS						
CENTRAL WI CHRISTIAN SCHOOLS	KEY DEPOSIT REIMBURSEMENT	08/21/2025	8-14-25	100-20-5526-3-38	500.00	500.00
Total CENTRAL WI CHRISTIAN SCHOOLS:						500.00
CHARTER COMMUNICATIONS						
CHARTER COMMUNICATIONS	AQUATIC CENTER	08/21/2025	171154201-AU	100-20-5523-3-38	291.98	291.98
CHARTER COMMUNICATIONS	ACCT# 171154501 - PD - TV - SERVS 8-1-25 TO 8-31-25	08/21/2025	171154501-AU	100-40-5211-3-38	103.09	103.09
CHARTER COMMUNICATIONS	ACCT# 171153401 - PD - INTERNET - SERVS 8-1-25 TO 8-31-25	08/21/2025	171153401-AU	100-40-5211-3-38	490.00	490.00
CHARTER COMMUNICATIONS	GARAGE - TV, INTERNET	08/21/2025	171154001-AU	100-70-5412-3-38	234.50	234.50
CHARTER COMMUNICATIONS	PMT PROCESSING FEE	08/21/2025	31233-AUG25	100-10-5197-3-31	105.26	105.26
Total CHARTER COMMUNICATIONS:						1,224.83
CIVIC PLUS LLC (PAYMENTS)						
CIVIC PLUS LLC (PAYMENTS)	HOSTING & SECURITY ANNUAL FEE - MUNICIPAL WEBSITES CENTRAL 9/1/25 - 8/31/26	08/21/2025	346497	100-10-5197-3-38	8,700.00	8,700.00
Total CIVIC PLUS LLC (PAYMENTS):						8,700.00
COBAN TECHNOLOGIES INC						
COBAN TECHNOLOGIES INC	FOCUS X2 BODY CAMERA PACKAGE - REPLACE UNIT REMOVED FROM SERV ALREADY HAS LICENSE ON NEXUS	08/21/2025	59952	410-40-5211-4-00	610.00	610.00
COBAN TECHNOLOGIES INC	FOCUS, 6 BAY DOCK	08/21/2025	60024	410-40-5211-4-00	1,450.00	1,450.00
Total COBAN TECHNOLOGIES INC:						2,060.00
COTTINGHAM & BUTLER INC						
COTTINGHAM & BUTLER INC	MARKET UPDATE OF COMPENSATION PLAN	08/21/2025	418443	100-10-5143-3-38	3,312.50	3,312.50
Total COTTINGHAM & BUTLER INC:						3,312.50
FOND DU LAC COUNTY						
FOND DU LAC COUNTY	CLOSING COSTS - CITY PURCHASE FROM HOMAN REAL ESTATE LLC - 239 GATEWAY DR	08/14/2025	8-14-25	700-10-5192-8-00	930.00	930.00
Total FOND DU LAC COUNTY:						930.00
GANNETT WISCONSIN LOCALIQ						
GANNETT WISCONSIN LOCALIQ	PUBLIC HEARING - ZONING	08/21/2025	11501840	100-10-5110-3-35	55.34	55.34
GANNETT WISCONSIN LOCALIQ	LIQUOR LICENSE PUBLICATION	08/21/2025	11432538	100-10-5110-3-35	50.44	50.44
GANNETT WISCONSIN LOCALIQ	ORDINANCE 25-05	08/21/2025	11481314	100-10-5110-3-35	80.20	80.20
GANNETT WISCONSIN LOCALIQ	ORDINANCE 25-06	08/21/2025	11488586	100-10-5110-3-35	270.60	270.60
Total GANNETT WISCONSIN LOCALIQ:						456.58
GORDON FLESCH CO INC						
GORDON FLESCH CO INC	RICOH IMC4500 - CITY HALL COLOR COPIER - 07/13/25 TO 08/13/25	08/21/2025	IN15275602	100-10-5141-3-36	176.24	176.24
Total GORDON FLESCH CO INC:						176.24
GUARANTY CLOSING & TITLE SERVICES INC						
GUARANTY CLOSING & TITLE SERVI	CLOSING COSTS - CITY PURCHASE FROM HOMAN REAL ESTATE LLC -					



Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
	239 GATEWAY DR	08/14/2025	8-14-25	700-10-5192-8-00	1,338.00	1,338.00
Total GUARANTY CLOSING & TITLE SERVICES INC:						1,338.00
HENSEN, CHARLES						
HENSEN, CHARLES	ACADEMY REIMBURSEMENT - HENSEN - MEALS & MILEAGE	08/21/2025	8-19-25	100-40-5215-3-40	3,584.53	3,584.53
Total HENSEN, CHARLES:						3,584.53
HOMAN AUTO -MAIN						
HOMAN AUTO -MAIN	CLOSING COSTS - CITY PURCHASE FROM HOMAN REAL ESTATE LLC - 239 GATEWAY DR	08/14/2025	8-14-25	700-10-5192-8-00	298,082.21	298,082.21
Total HOMAN AUTO -MAIN:						298,082.21
IMAGETREND LLC						
IMAGETREND LLC	IMAGETREND CAD INTEGRATION	08/21/2025	PS-INV117984	100-50-5244-3-38	6,955.00	6,955.00
Total IMAGETREND LLC:						6,955.00
IPROMOTEU						
IPROMOTEU	1" ECONOMY SOFT ENAMEL PIN	08/21/2025	2453696PZZ	100-40-5214-3-38	722.76	722.76
Total IPROMOTEU:						722.76
KOOIMA, ABEL						
KOOIMA, ABEL	FIREMANSHIP 2025 CONF	08/21/2025	8-14-25	100-50-5244-3-37	350.00	350.00
Total KOOIMA, ABEL:						350.00
KRUCZEK CONSTRUCTION						
KRUCZEK CONSTRUCTION	NEWTON & ROCK PHASE 2 UTILITIES PORTION	08/21/2025	PAY REQUES	100-13850	392,722.34	392,722.34
Total KRUCZEK CONSTRUCTION:						392,722.34
LIFESTAR EMERGENCY MEDICAL						
LIFESTAR EMERGENCY MEDICAL	ACLS SERVICE- JULY 2025	08/21/2025	21-0335	100-10-5255-3-38	5,500.00	5,500.00
Total LIFESTAR EMERGENCY MEDICAL:						5,500.00
MADISON MEDIA PARTNERS						
MADISON MEDIA PARTNERS	CELEBRATE WAUPUN PUBLICATION - EXPERIENCE WAUPUN	08/21/2025	240176-1	430-70-5436-3-38	669.95	669.95
Total MADISON MEDIA PARTNERS:						669.95
MARCO TECHNOLOGIES LLC						
MARCO TECHNOLOGIES LLC	KONICA MINOLTA C3001 COPIER - CONTRACT 8/1/25 TO 9/1/25, COLOR COPY OVERAGE	08/21/2025	561848045	100-40-5211-3-38	163.91	163.91
Total MARCO TECHNOLOGIES LLC:						163.91
MENARDS - BEAVER DAM						
MENARDS - BEAVER DAM	PARTS/SUPPLIES - EXTEND STEPS @ ICE ARENA	08/21/2025	80849	100-70-5410-3-36	325.31	325.31
MENARDS - BEAVER DAM	PARK PROGRAM PICNIC	08/21/2025	80506	100-20-5525-3-39	121.73	121.73

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total MENARDS - BEAVER DAM:						447.04
MONITORING SERVICES LLC						
MONITORING SERVICES LLC	ANNUAL FIRE ALARM SYSTEM MONITORING - COMMUNITY CENTER - 8-16-25 THRU 8-16-26	08/21/2025	4261	100-20-5511-3-38	540.00	540.00
Total MONITORING SERVICES LLC:						540.00
MSA PROFESSIONAL SERVICES INC						
MSA PROFESSIONAL SERVICES INC	LANDFILL MONITORING 2024 05/04/25 -08/02/25	08/21/2025	019407	100-70-5420-3-38	625.00	625.00
MSA PROFESSIONAL SERVICES INC	NEWTON/ROCK PHASE 2 HARRIS CREEK	08/21/2025	19300	700-10-5192-8-00	32,624.65	32,624.65
MSA PROFESSIONAL SERVICES INC	PHOENIX ANNEXATION	08/21/2025	019210	400-70-5436-3-38	8,349.80	8,349.80
Total MSA PROFESSIONAL SERVICES INC:						41,599.45
NATIONAL FLAGPOLE FDL LLC						
NATIONAL FLAGPOLE FDL LLC	FLAG POL ROPE FOR BUILDINGS	08/21/2025	12424	100-70-5410-3-36	437.00	437.00
Total NATIONAL FLAGPOLE FDL LLC:						437.00
NORTHEAST ASPHALT						
NORTHEAST ASPHALT	MILL & OVERLAY STREETS - ELM AVE/W BROWN/GRACE ST	08/21/2025	120133	400-70-5436-8-00	107,854.65	107,854.65
Total NORTHEAST ASPHALT:						107,854.65
PICKART'S RADIATOR SERVICE INC						
PICKART'S RADIATOR SERVICE INC	RADIATOR CORE - 158-84	08/21/2025	65397	100-70-5411-3-36	866.50	866.50
Total PICKART'S RADIATOR SERVICE INC:						866.50
POMP'S TIRE						
POMP'S TIRE	REPLACE TIRES 159-24	08/21/2025	520158106	100-70-5411-3-36	240.00	240.00
Total POMPS TIRE:						240.00
PRINT SOLUTIONS						
PRINT SOLUTIONS	INKJET CARTRIDGE	08/21/2025	172012	100-40-5211-3-38	100.89	100.89
PRINT SOLUTIONS	INK CARTRIDGE	08/21/2025	172093	100-40-5211-3-38	72.50	72.50
Total PRINT SOLUTIONS:						173.39
PROS 4 TECHNOLOGY INC						
PROS 4 TECHNOLOGY INC	CLERK HDMI CABLE	08/21/2025	57772	100-10-5197-3-38	15.00	15.00
Total PROS 4 TECHNOLOGY INC:						15.00
PURCHASE POWER						
PURCHASE POWER	FINANCE CHARGE	08/12/2025	8-12-25	100-10-5141-3-36	57.21	57.21
Total PURCHASE POWER:						57.21
REINDERS INC						
REINDERS INC	WHEEL RIM	08/21/2025	2031082-00	100-70-5411-3-36	360.88	360.88

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total REINDERS INC:						360.88
SERWE IMPLEMENT						
SERWE IMPLEMENT	GROUND ROLLER BEARING - REPLACE BEARING ON MOWER 163- 08	08/21/2025	12409	100-70-5411-3-38	580.78	580.78
Total SERWE IMPLEMENT:						580.78
SHERWIN WILLIAMS						
SHERWIN WILLIAMS	PAINT - SAFETY BUILDING - EXTERIOR STUCCO	08/21/2025	3391-6	100-70-5410-3-36	204.75	204.75
SHERWIN WILLIAMS	PAINT - SAFETY BUILDING - EXTERIOR STUCCO	08/21/2025	3345-2	100-70-5410-3-36	409.50	409.50
Total SHERWIN WILLIAMS:						614.25
STRYKER SALES LLC						
STRYKER SALES LLC	REPAYMENT OF CREDIT ON INVOICE 0800087561	08/21/2025	1600196436	410-50-5231-4-00	1,996.00	1,996.00
STRYKER SALES LLC	PAYMENT OF DISCOUNT AMOUNT FROM INVOICES 9209211146 AND 9209214399	08/21/2025	1600196437	410-50-5231-4-00	1,848.18	1,848.18
Total STRYKER SALES LLC:						3,844.18
SWD LABS						
SWD LABS	MCCUNE WATER TESTING	08/21/2025	9544	100-20-5525-3-36	50.00	50.00
Total SWD LABS:						50.00
TARCO INDUSTRIES INC						
TARCO INDUSTRIES INC	SCREW & BOLT EXTRACTOR SET/RECHARGEABLE WORKLIGHT	08/21/2025	105174	100-70-5411-3-38	440.41	440.41
Total TARCO INDUSTRIES INC:						440.41
TOP PACK DEFENSE						
TOP PACK DEFENSE	COMMENDATION, RECOGNITION, AND YEARS OF SERVICE BARS	08/21/2025	16859	100-40-5211-3-38	274.00	274.00
Total TOP PACK DEFENSE:						274.00
TORRES TREE SERVICE						
TORRES TREE SERVICE	BRANCH REMOVAL - SAFETY HAZARD - 503 SOMMERVILLE ST	08/21/2025	170	100-70-5443-3-38	1,000.00	1,000.00
Total TORRES TREE SERVICE:						1,000.00
TRUCK EQUIPMENT INC						
TRUCK EQUIPMENT INC	CAB LIGHT BRACKET - SET UP NEW TRUCK - 14-25	08/21/2025	1158947-00	410-70-5412-4-00	388.86	388.86
TRUCK EQUIPMENT INC	PARTS TO REPAIR SALTERS 5-09 & 3- 08	08/21/2025	1157930-00	100-70-5411-3-36	518.66	518.66
Total TRUCK EQUIPMENT INC:						907.52
VANDEZANDE & KAUFMAN, LLP						
VANDEZANDE & KAUFMAN, LLP	MONTHLY CITY ATTORNEY FEES	08/21/2025	JULY2025	100-10-5161-3-38	9,580.00	9,580.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total VANDEZANDE & KAUFMAN, LLP:						9,580.00
WAUPUN AREA SCHOOL DISTRICT						
WAUPUN AREA SCHOOL DISTRICT	REIMBURSE FOR REVENUE REC IN ERROR FROM SSM WAUPUN EMPLOYEE CLINIC	08/21/2025	8-7-25	100-13850	20.00	20.00
Total WAUPUN AREA SCHOOL DISTRICT:						20.00
WAUPUN LITTLE LEAGUE						
WAUPUN LITTLE LEAGUE	GUS THOMPSON RESERVE PAYMENT FOR TURF	08/21/2025	8-12-25-01	400-20-5525-8-00	80,000.00	80,000.00
Total WAUPUN LITTLE LEAGUE:						80,000.00
WAUPUN UTILITIES						
WAUPUN UTILITIES	627 MAXON STREET	08/21/2025	JULY2025	230-30-5241-3-38	40,017.99	40,017.99
Total WAUPUN UTILITIES:						40,017.99
WEIMER BEARING & TRANSMISSION INC						
WEIMER BEARING & TRANSMISSION	FLANGE BLOCK - 12-18 - STREET SWEEPER	08/21/2025	80875886	700-10-5192-3-36	174.64	174.64
Total WEIMER BEARING & TRANSMISSION INC:						174.64
WHISPER HILL CLYDESDALES LTD						
WHISPER HILL CLYDESDALES LTD	PARK PROGRAM AG IN THE PARK PETTING ZOO 7-21-25	08/21/2025	8-13-25	100-20-5525-3-39	1,400.00	1,400.00
Total WHISPER HILL CLYDESDALES LTD:						1,400.00
WI DEPT OF NATURAL RESOURCES						
WI DEPT OF NATURAL RESOURCES	STORMWATER MUNICIPAL GENERAL FEE	08/21/2025	114115540-20	700-10-5192-3-38	1,500.00	1,500.00
Total WI DEPT OF NATURAL RESOURCES:						1,500.00
YMCA OF DODGE COUNTY						
YMCA OF DODGE COUNTY	WAUPUN AQUATIC CENTER PAYROLL - 7-20-25 THRU 8-2-25	08/12/2025	8072025	100-20-5523-3-38	16,148.86	16,148.86
YMCA OF DODGE COUNTY	WAUPUN AQUATIC CENTER PAYROLL - 8-3-25 THRU 8-16-25	08/21/2025	8212025	100-20-5523-3-38	14,843.00	14,843.00
Total YMCA OF DODGE COUNTY:						30,991.86
Grand Totals:						1,151,145.54

## Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-10-5110-3-35	456.58	.00	456.58
100-10-5141-3-31	31.06	.00	31.06
100-10-5141-3-36	233.45	.00	233.45
100-10-5143-3-38	3,312.50	.00	3,312.50
100-10-5153-3-38	21.00	.00	21.00

GL Account	Debit	Credit	Proof
100-10-5161-3-38	9,580.00	.00	9,580.00
100-10-5191-3-31	31.06	.00	31.06
100-10-5194-3-38	116.54	.00	116.54
100-10-5197-3-31	4.98	.00	4.98
100-10-5197-3-38	8,715.00	.00	8,715.00
100-10-5255-3-38	5,500.00	.00	5,500.00
100-10-5534-3-38	6.99	.00	6.99
100-13850	102,095.38	.00	102,095.38
100-20-5511-3-31	31.06	.00	31.06
100-20-5511-3-32	1,807.03	.00	1,807.03
100-20-5511-3-36	80.00	.00	80.00
100-20-5511-3-38	540.00	.00	540.00
100-20-5512-3-32	285.15	.00	285.15
100-20-5513-3-32	152.97	.00	152.97
100-20-5523-3-32	12,975.70	.00	12,975.70
100-20-5523-3-38	31,283.84	.00	31,283.84
100-20-5523-3-40	4,160.54	.00	4,160.54
100-20-5525-3-32	4,360.91	.00	4,360.91
100-20-5525-3-36	949.97	.00	949.97
100-20-5525-3-38	277.50	.00	277.50
100-20-5525-3-39	1,521.73	.00	1,521.73
100-20-5526-3-38	500.00	.00	500.00
100-21100	.00	230,286.70-	230,286.70-
100-40-5211-3-30	127.93	.00	127.93
100-40-5211-3-32	1,354.68	.00	1,354.68
100-40-5211-3-38	1,204.39	.00	1,204.39
100-40-5212-3-38	205.00	.00	205.00
100-40-5214-3-38	722.76	.00	722.76
100-40-5215-3-40	3,584.53	.00	3,584.53
100-50-5230-3-31	119.71	.00	119.71
100-50-5230-3-38	25.50	.00	25.50
100-50-5244-3-31	598.57	.00	598.57
100-50-5244-3-32	778.00	.00	778.00
100-50-5244-3-36	676.15	.00	676.15
100-50-5244-3-37	350.00	.00	350.00
100-50-5244-3-38	6,955.00	.00	6,955.00
100-50-5251-3-31	79.81	.00	79.81
100-70-5410-3-32	2,968.70	.00	2,968.70
100-70-5410-3-36	1,376.56	.00	1,376.56
100-70-5410-3-38	542.40	.00	542.40
100-70-5411-3-36	4,739.74	.00	4,739.74
100-70-5411-3-38	440.41	.00	440.41
100-70-5412-3-32	1,121.84	.00	1,121.84
100-70-5412-3-38	234.50	.00	234.50
100-70-5420-3-31	65.97	.00	65.97
100-70-5420-3-38	625.00	.00	625.00
100-70-5441-3-32	197.07	.00	197.07
100-70-5442-3-32	11,161.54	.00	11,161.54
100-70-5443-3-38	1,000.00	.00	1,000.00
210-21100	.00	4,773.64-	4,773.64-
210-60-5511-3-31	29.86	.00	29.86
210-60-5511-3-32	2,770.57	.00	2,770.57
210-60-5511-3-39	1,973.21	.00	1,973.21
230-21100	.00	7.00-	7.00-
230-30-5241-3-38	7.00	.00	7.00
400-20-5514-8-00	52,678.06	.00	52,678.06
400-20-5525-8-00	80,000.00	.00	80,000.00
400-21100	.00	306,107.84-	306,107.84-

GL Account	Debit	Credit	Proof
400-70-5436-3-38	8,349.80	.00	8,349.80
400-70-5438-8-00	165,079.98	.00	165,079.98
405-21100	.00	27.45-	27.45-
405-70-5436-3-38	27.45	.00	27.45
410-21100	.00	25,003.63-	25,003.63-
410-40-5211-4-00	2,060.00	.00	2,060.00
410-50-5231-4-00	22,554.77	.00	22,554.77
410-70-5412-4-00	388.86	.00	388.86
430-21100	.00	1,649.95-	1,649.95-
430-70-5436-3-38	1,649.95	.00	1,649.95
501-10-5154-3-38	13,714.54	.00	13,714.54
501-21100	.00	13,714.54-	13,714.54-
700-10-5192-3-32	49.38	.00	49.38
700-10-5192-3-36	528.64	.00	528.64
700-10-5192-3-38	1,500.00	.00	1,500.00
700-10-5192-8-00	567,496.77	.00	567,496.77
700-21100	.00	569,574.79-	569,574.79-
Grand Totals:	1,151,145.54	1,151,145.54-	.00

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

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

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

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

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

## Report Criteria:

Report type: Invoice detail

Check.Type = {&lt;&gt;} "Adjustment"

Invoice.Batch = "AUG12","081425","082625"

**MINUTES**  
**CITY OF WAUPUN ZONING BOARD OF APPEALS**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Monday, September 30, 2024, at 4:30 PM**

**CALL TO ORDER**

Chairman Westphal called the In-house & Virtual Zoning Board of Appeals meeting to order at 4:31 p.m.

**ROLL CALL**

Members present: Jason Westphal, Derek Minnema, Dylan Stein, & Rick Vanthoff

Members absent: Mark Nickel & Patricia Beyer

City Staff present: Susan Leahy, Zoning Administrator & Kathy Schlieve, Administrator

Audience: Jim Londberg, Point of Beginning, Keetan Schulz, Rapids Housing, Ellexis Tenpas

**PERSONS WISHING TO ADDRESS THE ZONING BOARD OF APPEAL**

No persons appeared.

**FUTURE MEETINGS AND GATHERING INVOLVING THE ZONING BOARD OF APPEAL**

Leahy stated that there were no applications at this time.

**CONSIDERATION – ACTION**

**1. Approve minutes of the May 6, 2024 meeting**

Motion Stein, 2<sup>nd</sup> Vanthoff to approve May 6, 2024 Zoning Board of Appeals meeting minutes. Motion carried 4-0.

**2. Public Hearing - Variance Application: Daniel and Ellexis Tenpas at 214 Howard St. to construct a garage addition extending 3' into the required front yard setback per Municipal Code 16.03(1)(c)(ii)**

Westphal read request to discuss/approve a variance request for Daniel & Ellexis Tenpas at 214 Howard Street to construct a garage addition extending 3' into the required front yard setback per Municipal Code 16.03(1)(c)(ii).

Ellexis Tenpas addressed the board regarding the project regarding curb appeal and the reason for the garage addition. She stated the existing rear portion of the garage in the future will be converted to living space with the garage staying at the front. With the rear portion of the house being a walk-out basement and the existing grades, it is easier to add to the front than the rear of the existing garage. Westphal asked if there were any questions. No questions asked.

Motion Minnema, 2<sup>nd</sup> Vanthoff to approve the Daniel and Ellexis Tenpas variance application. Motion carried 4-0.

**3. Public Hearing - Variance Application: Rapids Housing, LLC at 916 S. Madison Street to reduce the lot width to 40' at (9) proposed lots and reduce the lot size from 6,000 square feet to a minimum of 4,000 square feet for the 11 proposed lots within the mobile home park per Municipal Code Section 16.03(6)(c)(i)**

Westphal read request to discuss/approve a variance request for Rapids Housing, LLC at 916 South Madison Street to reduce the lot width to 40' at (9) proposed lots and reduce the lot size from 6,000 square feet to a minimum of 4,000 square feet for the (11) proposed lots within the mobile home park per Municipal Code Section 16.03(6)(c)(i). Jim Londberg explained the project of expanding for (11) additional lots due to the need for housing. The owner is proposing to have (9) of the (11) lots be less than the required 50' wide and all (11) lots to be less than the required 6,000 sf. They can still meet the setback requirements with smaller lots.

Stein did question if this would be an issue with emergency vehicles. Schlieve commented that they can access from the road. Leahy also stated that there is a cul de sac at the end of the original roadway into the park. Westphal stated he does not see any issues and housing is needed and a few more would be good for the area. Westphal asked if there were any questions. No questions asked.

Motion Westphal, 2<sup>nd</sup> Stein to approve the Rapids Housing LLC variance application. Motion carried 4-0.

**ADJOURNMENT**

At 4:45pm, motion Vanthoff, 2<sup>nd</sup> Minnema to adjourn the meeting. Motion carried 4-0.



**MINUTES**  
**CITY OF WAUPUN BOARD OF PUBLIC WORKS**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, June 10, 2025 at 4:30 PM**

Chairman Seibers called meeting to order at 430pm.

Members present include Alderpersons: Dan Siebers, Michael Matoushek, Bobbi Jo Kunz. Citizens: Dale Heeringa, Andrew Sullivan, Dave Rens. Ex Officio: DPW Director Jeff Daane. Also in attendance is Mayor Rohn Bishop and City Administrator Kathy Schlieve. Absent and excused: Greg Zonnefeld.

Future meetings and gatherings include the next regularly scheduled meeting, scheduled for Tuesday, July 8, 2025, 4:30 p.m. Waupun City Hall, 201 E Main Street, Waupun, WI.

Motion Matoushek, second by Sullivan to approve minutes from May 13, 2025 Board of Public Works meeting. Carried unanimously.

Daane reviews monthly report for May that gives breakdown for total number of work orders, hours for each work order and total costs associated.

Daane presents quote from Aqualis to come in and clean tree roots from the storm sewer line between Bly St and S State St and then televise to make sure the pipe is open and flowing. Motion Matoushek, second by Sullivan to approve Aqualis quote for \$4640. Carried unanimously.

Daane presents quote for Shaler Park Avigilon upgrade from Lappen Security. The camera system is very old and has poor quality and date and time does not match up, making it hard to review footage if there was a complaint or any vandalism. Motion Rens, second by Heeringa to approve quote from Lappen for \$4972.90. Carried unanimously.

Daane reviews Tru Cleaners LLC contract for services at city buildings. The city brought in other quotes and Tru Cleaners' rates were still better than other services. The city had to make some changes cutting cleaning hours at a few facilities to stay within budget. Rens questioned if the city has thought about hiring someone for cleaning and Daane stated they have and is something they will continue to monitor. Motion Rens, second by Matoushek to approve new cleaning contract with Tru Cleaners for \$4800 per month (\$57,600 per year). Carried unanimously.

Motion Kunz, second by Heeringa to adjourn this meeting at 4:47pm. Carried unanimously.





**MINUTES**  
**CITY OF WAUPUN BUSINESS IMPROVEMENT**  
**DISTRICT**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, June 17, 2025 at 7:00 AM**

Meeting called to order by Board Chairperson Gary DeJager at 7 am.

Roll call taken. Members present Teresa Ruch, Tyler Schulz, Gary DeJager, Mitch Greenfield (online), Craig Much, Jodi Mallas, and Steve Daute. Also present are Mayor Bishop, Administrator Schlieve, Raina Lyman (Envision Greater Fond du Lac), and Assistant Administrator Casey Langenfeld.

Absent and excused: BJ Yohn; Katie Bohn Kristine Salkowski

Mayoral appointments to the Business Improvement District are recognized. Leaving the board is Rich Matravers and joining the board is Kristine Salkowski.

Motion Schultz, second Ruch to nominate Gary DeJager to chairperson of BID Board. No further nominations are offered and motion is amended to close nominations and unanimously nominate Gary DeJager to the role. Carried unanimously.

Motion Daute, second Schultz to nominate Teresa Ruch to the role of Vice Chairperson of the BID Board. No further nominations are offered and motion is amended to close nominations and unanimously nominate Teresa Ruch to the role. Carried unanimously.

Motion Schultz, second Ruch to maintain the monthly meeting as the third Tuesday of each month at 7 am. Carried unanimously.

Motion Much, second Schultz to approve Minutes from April 15, 2025 and the Financials for the BID from April and May of 2025 as presented. Carried unanimously.

Administrator Schlieve notes that the reimbursement for Home Sweet Home is in process. No applications are outstanding at this point requiring review.

A new application for 428 E Main Street (Prison City Pub) is presented. Kristine Salkowski is absent and Administrator Schlieve explains her project request to replace signage on the front of her building, located at 428 E Main Street to reflect the new name of her business, Prison City Pub. Building inspector approval notes that the sign is grandfathered due to size and the request is only supported if the sign is refaced. A new cabinet cannot exceed 10 sq ft per type II sign defined in City Ordinance 16.11. Total project cost is \$3,153.60 and request is for 50% of the project. Motion Schultz, second Much to approve a matching grant capped at \$1,576. Carried unanimously.

Administrator Schlieve provides an overview of the WI Main Street Cohort program that the city has applied to. Schlieve notes that joining the Main Street program is a goal of many downtown development organizations and that the original BID plan was built on the four pillar Main Street approach. Previous groups have tried to figure out how to get the City to Main Street status. If Waupun is accepted into the cohort program, a team will need to work through a 10-month process to develop a plan to become a designated Main St community. Only five communities will be accepted into the cohort program. Staff expect to hear whether the city's application has been accepted by late summer. Members of the BID Board are encouraged to participate in the cohort if selected.

Administrator Schlieve and Raina Lyman from Envision Greater Fond du Lac provide an overview of the WRNC Opportunity Fund. The fund is a regional financial assistance program designed to empower small businesses in the Cities of Waupun and Ripon and the Villages of North Fond du Lac and Campbellsport. This initiative—supported in part by a Small Business Development Grant from the Wisconsin Economic Development Corporation—focuses on enhancing local economies through two targeted funding tracks: the WRNC Start-Up Fund and the WRNC Expansion Fund. Each award includes a forgivable grant component for businesses that meet specific milestones like opening, job creation, or revenue growth. Applicants are required to receive technical assistance from Envision Greater Fond du Lac to ensure they're ready to succeed.

Raina Lyman and Administrator Schlieve provide an overview of Ignite Rural, an innovative business accelerator program that will be offered in Waupun this fall. The program will culminate with a pitch competition with substantial prize awards for 1<sup>st</sup> and second place. A maximum of ten individuals will be allowed into the program. Active recruitment is happening now with information scheduled across Fond du Lac County. BID members are encouraged to share information about the program within their network.

Raina Lyman provides an update for the Waupun Business Alliance. In addition to the programs previously explained, Lyman reminds board members that technical assistance support is available through Envision and Ignite with regular business hours every other Tuesday from 8am to 5 pm or by appointment. Additionally, Envision has a summer intern that is working with area businesses to audit and recommend improvements to a business's social media/online presence. This service is offered at no cost to members.

Administrator Schlieve provides updates on the following:

- The Joint Review Board (JRB) meets on 6/17, to consider an amendment to TID 9 boundaries to pick up additional land to support future industrial and residential development, as well as to consider creation of a new TID to support redevelopment of 331 Bly St.
- The city was awarded an estimated \$900K Community Development Grant from Dodge County to extend Shaler Dr from the travel plaza to the high schools.
- The city has acquired 18A N Madison St as part of the North Alley project in the 300 Block of E Main.
- City staff are working on zoning modifications to clarify Planned Community Development zoning requirements and streamline the process.
- Business Retention and Expansion (BRE) work is ongoing with the focus on reaching as many existing business owners to assess conditions as possible over the course of 2025.
- A sub-committee is being sought from the BID Board members interested in working on the 2026 BID Operating Plan. Gary DeJager, Tyler Schultz, Mitch Greenfield, and Craig Much volunteer to work on this project.

Next regularly scheduled meeting is planned from July 15 at 7 am.

Motion Schultz, second Greenfield to adjourn the meeting at 7:24 am. Carried unanimously.



**MINUTES**  
**CITY OF WAUPUN COMMUNITY DEVELOPMENT**  
**AUTHORITY**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, June 17, 2025 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; Derek Drews; Steve Daute (online); Gary DeJager. Absent and excused are Cassandra Verhage, Bobbi Jo Kunz, Sue Vandeberg. Also present, Administrator Schlieve, and Assistant Administrator Langenfeld, Jason Whitford (online).

Mayor Bishop recognizes committee members and thanks them for their service. There are no changes in board membership.

Motion DeJager, second Daute to nominate Sue Vandeberg to the role of Vice Chair for the CDA board. No further nominations are submitted. Motion amended to close nominations and recommend Sue Vandeberg unanimously to the role. Carried unanimously.

Motion DeJager, second Drews to maintain the meeting and currently scheduled on the third Tuesday of each month at 7:45 am. Carried unanimously.

Motion Drews, second DeJager to approve the Minutes from April 15, 2025 CDA meeting as presented. Carried unanimously.

Motion Daute, second Drews to approve the April and May 2025 financial report as presented. Carried unanimously.

Administrator Schlieve provides an overview of the WI Main Street Cohort program that the city has applied to. Schlieve notes that joining the Main Street program is a goal of many downtown development organizations and that the original BID plan was built on the four pillar Main Street approach. Previous groups have tried to figure out how to get the City to Main Street status. If Waupun is accepted into the cohort program, a team will need to work through a 10-month process to develop a plan to become a designated Main St community. Only five communities will be accepted into the cohort program. Staff expect to hear whether the city's application has been accepted by late summer. Members of the CDA Board are encouraged to participate in the cohort if selected.

Administrator Schlieve provides an overview of the WRNC Opportunity Fund. The fund is a regional financial assistance program designed to empower small businesses in the Cities of Waupun and Ripon and the Villages of North Fond du Lac and Campbellsport. This initiative—supported in part by a Small Business Development Grant from the Wisconsin Economic Development Corporation—focuses on enhancing local economies through two targeted funding tracks: the WRNC Start-Up Fund and the WRNC Expansion Fund. Each award includes a forgivable grant component for businesses that meet specific milestones like opening, job creation, or revenue growth. Applicants are required to receive technical assistance from Envision Greater Fond du Lac to ensure they're ready to succeed.

Administrator Schlieve provides an overview of Ignite Rural, an innovative business accelerator program that will be offered in Waupun this fall. The program will culminate with a pitch competition with substantial prize awards for 1<sup>st</sup> and second place. A maximum of ten individuals will be allowed into the program. Active recruitment is happening now with information scheduled across Fond du Lac County. CDA members are encouraged to share information about the program within their network.

Administrator Schlieve provides updates on the following:

- The Joint Review Board (JRB) meets on 6/17, to consider an amendment to TID 9 boundaries to pick up additional land to support future industrial and residential development, as well as to consider creation of a new TID to support redevelopment of 331 Bly St.
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- City staff are working on zoning modifications to clarify Planned Community Development zoning requirements and streamline the process.
- Business Retention and Expansion (BRE) work is ongoing with the focus on reaching as many existing business owners to assess conditions as possible over the course of 2025.
- Envision has a summer intern that is working with area businesses to audit and recommend improvements to a business's social media/online presence. This service is offered at no cost to members.
- A sub-committee is being sought from the BID Board members interested in working on the 2026 BID Operating Plan. Gary DeJager, Tyler Schultz, Mitch Greenfield, and Craig Much volunteer to work on this project.

Motion DeJager, second Drews to adjourn the meeting at 7:50 am. Carried unanimously.

**Minutes of a Regular Meeting of the  
Waupun Utilities Commission  
Monday, July 14, 2025**

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

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

Visitor present: Bruce Beth

Motion made by Kunz, seconded by Homan, and unanimously carried, to approve minutes from May 12, 2025 meeting.

Motion by Siebers, seconded by Kunz, and unanimously carried, bills for months of May and June 2025 approved as presented.

On motion by Thurmer, seconded by Siebers, and unanimously carried, year-to-date financial reports through May 2025 approved as presented by Finance Director Stanek. Electric operating income was \$260,500. Water operating income was \$252,100. Sewer operating income (loss) was (\$190,800).

General Manager Brooks updated commissioners on the mutual aid response, a facility fire incident, conference attendance, and state-level utility decisions. WU crews assisted the City of Juneau following a severe storm that caused significant damage and outages. The State of Wisconsin will permanently eliminate the sales tax on residential electricity effective October 1, 2025, extending a prior winter-only exemption. The Public Service Commission of Wisconsin (PSCW) has verbally approved Sturgeon Bay Utilities' parallel generation rate revisions, with other utilities needing to file individually if interested.

Assistant Electric Superintendent Vande Kolk reported on outages, mutual aid efforts, and current electric projects. Electric service has been energized for new construction at Kwik Trip East, Dollar General, United Coop (Soy Processing), and Eagle Flexible Packing. Vande Kolk is collaborating with ATC and contractors on distribution underbuilds to support long-term system performance and reliability.

Treatment Facilities and Operations Superintendent Schramm provided updates on the water and wastewater treatment and distribution systems. Routine preventive maintenance continues at both treatment facilities. The east and west clarifiers were inspected with no issues found, reflecting the team's commitment and diligence in equipment maintenance. Testing of the new wastewater facility generator is complete, with final wiring remaining. Crews have finished sanitary main flushing and valve exercising, now proceeding with hydrant fire flow testing. For the Rock/Newton Avenue reconstruction, all sanitary and water mainlines have been installed, sanitary laterals connected, and water main lateral connections are underway.

Treatment Facilities and Operations Superintendent Schramm presented a review of the 2024 Compliance Maintenance Report (CMAR). Plant received a 3.76 GPA. Motion by Siebers, seconded by Kunz and unanimously carried, 2024 CMAR approved as presented.

General Manager Brooks, Assistant Electric Superintendent Vande Kolk, and Bruce Beth of Forster Electrical Engineering presented the proposed 12kV substation and feeder buildout project to the commission. Waupun Utilities plans this upgrade to support growing demand, enhance system efficiency, and retire aging infrastructure for improved reliability and reduced long-term maintenance costs. The project includes construction of a new 22.5 MVA substation, 12kV feeder buildout, voltage conversion from 4kV to 12kV, SCADA and security system upgrades, and improvements to equipment storage facilities. The estimated cost is approximately \$6.7 million, to be funded through long-term debt issuance.

GM Brooks recommended that the commission approve proceeding with the preliminary plan as presented. Upon approval, a Construction Authorization application will be submitted to the Public Service Commission of Wisconsin. Next steps include finalizing land acquisition, completing site planning and layout, continuing the 12kV feeder buildout, completing the voltage conversion of existing 4kV feeders, and reconfiguring the storage yard to address material storage needs. On motion by Kunz, seconded by Homan and unanimously carried, to support and approve the new project.

Motion by Siebers, seconded by Thurmer, to adjourn in closed session under Section 19.85 (1)(c) of the WI Statutes to discuss employee performance evaluation of General Manager Position.

Motion by Siebers, seconded by Thurmer, 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 Siebers, seconded by Kunz, and unanimously carried, meeting adjourned at 6:00 p.m.

The next regular commission meeting will be held on August 11, 2025 at 4:00 p.m.

Jen Benson  
Office & Customer Service Supervisor



**MINUTES**  
**CITY OF WAUPUN PLAN COMMISSION**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Wednesday, July 16, 2025 at 4:30 PM**

**CALL TO ORDER**

Chairperson Bishop called the meeting to order at 4:30 p.m.

**ROLL CALL**

Members In-Person: Chairperson Rohn Bishop, Jason Whitford, Elton TerBeest, Gary DeJager, Jerry Medema, DPW Director Jeff Daane

Members Virtual: Michael Matoushek

City Staff In-Person: City Attorney Dan VandeZande, Administrator Kathy Schlieve, City Clerk/Treasurer Angie Hull

City Staff Virtual: Building Inspector Sue Leahy

Absent and excused: None

**PERSONS WISHING TO ADDRESS THE PLAN COMMISSION**

No persons appeared before the Plan Commission.

**FUTURE MEETINGS AND GATHERING INVOLVING THE PLAN COMMISSION**

The Commission was informed that the next regularly scheduled meeting of the Plan Commission is Wednesday, August 20, 2025, 4:30 p.m.

**CONSIDERATION - ACTION**

**2. Minutes from June 18, 2025 Plan Commission Meeting**

Motion Whitford, second Terbeest to approve the June 18, 2025, Plan Commission meeting minutes. Motion carried 7-0.

**3. EXTRA-TERRITORIAL REVIEW OF CERTIFIED SURVEY MAP OF UNPLATTED LAND IN THE NW 1/4 OF THE SW 1/4 OF SECTION 21 T. 14 N. - R. 15 E. TOWN OF WAUPUN, FOND DU LAC COUNTY, WISCONSIN**

Luz Rosales provides a CSM to parcel off 5 acres from parcel T21-14-15-21-10-001-00, a 40-acre parcel, located at N3494 W. Center Road, Waupun. This is before the Plan Commission for extra territorial review.

Motion DeJager, second Whitford to approve the Extraterritorial Certified Survey Map of unplatted land in the Northwest 1/4 of the Southwest 1/4 of Section 21, Township 14 North-Range 15 East, Town of Waupun, Fond du Lac County, Wisconsin. Motion carried 7-0.

**4. EXTRA-TERRITORIAL REVIEW OF FOND DU LAC COUNTY CERTIFIED SURVEY MAP GENERAL LOCATION BEING PART OF THE NW1/4 OF THE NE1/4, SECTION 34, T. 14 N, R. 15 E, TOWN OF WAUPUN, FOND DU LAC COUNTY, WISCONSIN**

Michael Pluim provides a CSM to parcel off 3.36 acres from parcel T21-14-15-34-02-001-00, a 40-acre parcel, located at W10668 Oak Center Rd, Waupun. This is before the Plan Commission for extra-territorial review.

Motion Whitford, second Matoushek to approve the Extraterritorial Certified Survey Map being part of the Northwest 1/4 of the Northeast 1/4, Section 34, Town 14 North, Range 15 East, Town of Waupun, Fond Du Lac County, Wisconsin. Motion carried 7-0.

**DISCUSSION**

**5. Comprehensive Plan Updates**

Schlieve provides the city is required by Statute to update our comprehensive plan every 10 years. The current plan was adopted in 2018. Recently legislative changes to address housing shortages across the state have

created a need to file an update to the plan as of January 1, 2023. Schlieve notes that the updates once adopted will qualify the city for WHEDA low interest loan programs that have been identified in the redevelopment of 331 Bly St. General support for the update is expressed. Schlieve indicates that once the documents have been updated, a public hearing will be scheduled with the Plan Commission for review and recommendation to the Council.

**6. Waupun Municipal Code 16.07 PCD Planned Community Development Requirements**

Schlieve provides a draft ordinance to amend Ch. 16.07 entitled PCD Planned Community Development Requirements. The current zoning code provides for mixed-use and innovative development as permitted under Wis. Stat. § 62.23(7) zoning authority and § 236.45 local subdivision regulation authority, however, it lacks specific provisions as to use as an overlay or a stand-alone unique zoning type, which has caused confusion and inconsistency with the administration of the code. The draft ordinance is provided to aid in the clarification process. There is support expressed for the update with Daane indicating that he would like to see specific standards for stormwater management increased. No additional feedback is provided. Schlieve notes that staff will be working with a land use expert to refine the draft ordinance reviewed and will schedule a public hearing to review ordinance for recommendation to the Common Council at a future meeting.

**ADJOURNMENT**

Motion Matoushek, second Medema to adjourn this meeting at 4:42pm.





**MINUTES**  
**CITY OF WAUPUN COMMITTEE OF THE WHOLE**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, July 29, 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 Kaczmarski, Alderman Kunz, Alderman Siebers, Alderman Westphal, Alderman Mielke

**Council Virtual-** Alderman Matoushek

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

**Management Virtual:** None

**Management absent and excused:** None

**Audience in-person:** Jaedon Buchholz; Mark Homan; Jenny, Alex and Patrick Riley.

**DISCUSSION - REVIEW**

**1. Capital and Equipment Schedules**

Langenfeld provides 2026-2030 capital and equipment schedules.

**2. Public Safety Facility Needs**

Devin Flanigan, Construction Manager with Keller Inc., provides an overview of the public facilities assessment relating to fire and police departments.

**3. Debt Forecasting**

Langenfeld provides 2026-2030 Debt Forecasting for the City of Waupun.

**RESOLUTIONS AND ORDINANCES:**

**3. Ordinance to amend Ch.8.02 entitled Orderly Conduct-Animals; Care and Control to include Squirrels**

Due to complaints of feeding squirrels in vast amounts, consideration for adding squirrels to the ordinance which prohibits the keeping, harboring, feeding, possessing or maintaining specific animals in the City is provided for consideration.

4. Motion Kaczmarski, second Siebers to waive the first reading and adopt Ordinance 25-07 to amend Ch.8.02 entitled Orderly Conduct-Animals; Care and Control to include Squirrels. Motion carried 6-0 on roll call.

**5. Ordinance to amend Ch.8 entitled Orderly Conduct to create Ch. 8.15 Rummage Sales**

Discussion of the creation of an ordinance pertaining to rummage sales was discussed at June 24, 2025, Committee of the Whole meeting. City Attorney VandeZande provides a draft for the holding of rummage sales for review and consideration. Revisions will be brought forward at a future meeting.

**BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS**

No Board, Committee, Commission recommendations are heard.

**CONSIDERATION - ACTION**

**6. Agreement for Reimbursement of Floor Replacement at the Waupun Recreational Arena**

An agreement between the City of Waupun and the Waupun Hockey Association for reimbursement of floor replacement expenses at the Waupun Recreational Arena is reviewed for consideration. The Council prior

authorized \$100,000 for this purpose and staff recommend approving the agreement to facilitate the reimbursement and set the terms of agreement for maintenance of the building moving forward.

Motion Kaczmariski, second Westphal to approve the agreement between the City of Waupun and the Waupun Hockey Association for reimbursement of floor replacement at the Waupun Recreational Arena. Motion carried 6-on roll call.

#### **7. Offer to Purchase - 239 Gateway Drive**

The City has been in negotiation with Homan Auto to acquire land located at 239 Gateway Drive for the purpose of constructing a stormwater pond, a requirement of water quality as mandated by WI-DNR. The Economic Development Committee recommends approving the purchase agreement in which funding is included in the capital budget and City awarded WI-DNR grant for the construction of the pond.

Motion Siebers, second Westphal to approve the offer to purchase with Homan Auto for land located at 239 Gateway Drive in the amount of \$300,000. Motion carried 6-0 on roll call.

#### **CONSENT AGENDA**

Motion Westphal second Siebers to approve the Consent Agenda. Motion carried 6-0 on roll call.

#### **MAYORAL CORRESPONDENCE:**

Mayor reminds Council of the ribbon cutting for Kwik Trip on August 6, 2025, at 10:00am located at 3 Shaler Drive and the Waupun Business Alliance networking session on August 19, 2025, at 4:00pm located at Werner Harmsen Furniture and Total Flooring.

#### **CLOSED / OPEN SESSION:**

At 7:04p, Mayor informs the Council that we will not go into closed session for the purpose of Sale of City-Owned Property - 301 E Main Street, Waupun. Discussion and consideration will continue in open session.

#### **ACTION FROM CLOSED SESSION:**

##### **31. Sale of City-Owned Property - 301 E Main Street, Waupun**

The City has been in negotiation with Kristen Schultz of Chic Tique Girls on the sale of 301 E Main Street. Schultz offered to purchase the building at \$50,000. The Economic Development Committee voted unanimously to recommend Schultz's offer.

Motion Kaczmariski, second Mielke to approve the sale of city owned land, 301 E Main Street, Waupun, to Kristen Schultz of Chic Tique Girls. Motion carried 6-0 on roll call.

#### **ADJOURNMENT**

At 7:06p, motion Kunz, second Matoushek to duly call the meeting adjourned. Motion carried 6-0.



**MINUTES**  
**CITY OF WAUPUN COMMON COUNCIL**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, August 12, 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 Kaczmarski, Alderman Kunz, Alderman Siebers, Alderman Mielke, Alderman Westphal

Council Virtual- None

Council Absent- Alderman Matoushek

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

Management Virtual: None

Management absent and excused: None

Audience in-person: Jaedon Buchholz, Cliff Teletzke, Brenda Ehlert

**PERSONS WISHING TO ADDRESS COUNCIL**

Cliff Teletzke (708 Robin Rd) – appears before the Council in opposition the ordinance that restrict the parking of campers/recreation vehicles on city street and/or in front of your home. Teletzke suggests to allow parking during the summer season.

Brenda Ehlert (716 Robin Rd) – appears before the Council in opposition the ordinance that restrict the parking of campers/recreation vehicles in front of your home. Ehlert suggests amending the current ordinance to allow parking during the high usage season.

**RESOLUTIONS AND ORDINANCES:**

**1. Resolution Authorizing the Release of Funds from the Gus Thompson Reserve Account to Waupun Little League for Turf Replacement at Gus Thompson Field**

Motion Siebers, second Kunz to adopt Resolution 08-12-25-01 Authorizing the Release of Funds from the Gus Thompson Reserve Account to Waupun Little League for Turf Replacement at Gus Thompson Field. Motion carried 5-0 on roll call.

**BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS**

**2. Ordinance to amend Ch. 6.05(3)(e) entitled Traffic Code-No Parking to add no parking to the intersection of W. Jefferson St. and S. Division St.**

Complaint was received regarding the T-intersection of W. Jefferson St. and S. Division St. when making a turn due to parked vehicles. Board of Public Works has reviewed and made recommendation to the Council to adopt this ordinance to eliminate parking at this intersection.

Motion Kunz, second Mielke to waive the first reading and adopt Ordinance #25-08 to amend Ch.6.05(3)(e) entitled Traffic Code-No Parking to add no parking to the intersection of W. Jefferson St. and S. Division St. Motion carried 4-1 on roll call with Kaczmarski voting nay.

**3. Sign Policy & Guidelines**

Motion Siebers, second Kunz to approve the Sign Policy and Guidelines. Motion carried 5-0.

#### **4. Monument Sign for Waupun Community Center**

The electronic monument sign for the Waupun Community Center has received the variance from the Zoning Board and the sign is to be placed on the corner of McKinley and Beaver Dam Streets. Board of Recreation recommends the release of the donated funds to make payment to Signarama for the purchase of the sign.

Motion Siebers, second Kunz to authorize the release of restricted funds in the amount not to exceed \$58,000.19, for the purchase of the electronic monument sign from Signarama for the Waupun Community Center. Motion carried 5-0 on roll call.

#### **CONSIDERATION - ACTION**

##### **5. License-Permit Applications and Expenses**

Motion Westphal, second Kunz to approve the license and permit applications and authorize payment of expenses. Motion carried 5-0 on roll call.

##### **6. Memorandum of Agreement (MOA) Between the Common Council of the City of Waupun, WI and the Board of Education of Central Wisconsin Christian School (CWC)**

Motion Siebers, second Kaczmarek to approve the Memorandum of Agreement between the City of Waupun and the Board of Education of Central Wisconsin Christian School for shared use of athletic facilities. Motion carried 5-0 on roll call.

##### **7. Memorandum of Agreement (MOA) Between the Common Council of the City of Waupun, WI and the Board of Education of the Waupun Area School District (WASD)**

Motion Kunz, second Kaczmarek to approve the Memorandum of Agreement between the City of Waupun and the Board of Education of the Waupun Area School District for shared use of athletic facilities. Motion carried 5-0 on roll call.

#### **MAYORAL CORRESPONDENCE/PRESENTATIONS**

Mayor notices National Senior Citizen Day (August 21) and the Wastewater Treatment Plant Open House (August 27).

#### **CLOSED SESSION**

At 6:23p, motion Westphal, second Siebers to adjourn in closed session under Section 19.85 (1) (c) (e) of the WI Statutes for the purpose of Negotiation of Fire Consolidation Agreement with Waupun Community Department, Fire Department Compensation, and Department Head Succession. Motion carried 5-0.

#### **OPEN SESSION**

At, 723pm, motion Siebers, second Kunz to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 5-0.

#### **ACTION FROM CLOSED SESSION**

No action.

#### **ADJOURNMENT**

At 7:24p, motion Kunz, second Westphal to duly call the meeting adjourned. Motion carried 5-0.

**Minutes of the Waupun Public Library Board Meeting  
Wednesday, August 20, 2025**

The Waupun Public Library Board was called to order by Dr. Bev Martens, President, at 4:30 p.m. on Wednesday, August 20, 2025. Present were Beer, DeJager, Gehl, Hill, Homan, Mielke, Svec, Jaeger, and Garcia.

**Minutes from Previous Meetings**

Motion by Svec, second Homan, to accept the June minutes as presented. Motion carried.

**Persons Wishing to Address the Library Board**

1. Jess Kiehl: Spoke about individuals in the community being groomed and told not to come to the library. He will continue to come and speak for those who are afraid to speak.
2. Father Jerry Molitor: Reminded everyone he is from the “church that doesn’t care”, meaning, they don’t care who you are, you are invited to worship at their church. Sexual orientation is biological, not chosen. People should be who God made them to be. Would rather have gun control and human trafficking addressed. Our unbiased library makes material available to all. Our job is to love, God’s job is to judge.
3. Forsell Gappa: Stated ALA has come under opposition with libraries and whole states rejecting LGBTQ material. If you think the conflict has passed, then you are taking God lightly. Believes staff wants LGBTQ books available for children. By doing that, staff choose not to follow God and need to revisit procedures.

**Monthly Statistics**

July statistics were reviewed.

**Budget Summary**

Current budget was reviewed.

**Consideration of Bills for Payment**

Motion by Beer, second Mielke, to pay the July 2025 bills as presented. Motion carried 8-0 on roll call. At this time, Mike Beer needed to leave.

Motion by Svec, second by Gehl, to pay the August 2025 bills as presented. Motion carried 7-0 on roll call.

**Committee Reports**

The Budget Committee met and produced a draft of the 2026 budget request to forward to the City of Waupun. Jaeger reported that the city departments met yesterday in an attempt to make cuts to budget requests in order to help with the deficit of the initial budget requests. The library did make a few changes with several line items decreased.

**Librarian’s Report**

Librarian’s report was reviewed.

**Old Business**

None.

**New Business**

Motion by Martens, second Homan, to approve draft of Appendix E. Motion carried.

Motion by Svec, second Homan, to approve the revised 2026 Budget Request, which will be forwarded to the City of Waupun. Motion carried 6-0 on roll call, Hill abstained.

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

Next tentative meeting: Wednesday, September 17, 2025, at 4:30 p.m.

**Adjournment**

Motion by Svec, second Mielke, to adjourn at 5:26 p.m. Motion carried.

Marie Svec, Secretary

MS/bkj



# Waupun Police Department Monthly Report

July 2025

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## **Staffing Updates**

Our current staff level is 18 full time sworn personnel and 2 non-sworn personnel.

Officer Hensen is currently in the Fox Valley Technical College Police Recruit Academy.  
Officer Brice is deployed with the Army National Guard.

## **Community Engagement**

Christian Home Pie Social  
Dodge County Cops and Bobbers  
Salvation Army Board Meeting  
WBEV Community Comment Radio Show  
Lake Winnebago Meg Unit Board Meeting  
Dodge County Law Executive Meeting  
Police Lights of Christmas Fundraiser @ Culver's  
Lemonade Stands

## **Department Information**

### **Training**

K9 Training – Officer Halverson  
Safefleet Webinar – Lt Kreitzman  
CVMIC Leadership Soft skills and Tech View – Lt Navis  
Drug Task Force – Officer Halverson, Officer Knudson  
SWAT – Officer Halverson

### **Info**

Dodge County SMART Response Drill – Annual communications drill was completed.

WPD continues to work with a Policy and Procedure Vendor for Policy Updates and Implementations.  
Approximately 19% has been completed.

Sunrise Counseling Services – working with Sunrise to provide staff with the annual mental health check ins. 2 staff had a ride along/meeting with counselor.



# Waupun Police Department Monthly Report

July 2025

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## Open Records Requests

We are continuing to field a large number of open records requests. Due to the complexity of some of these requests we are beginning to track the amount of time it takes to complete these tasks.

2025 July Total – 59

2025 Total – 411

2024 Annual Total – 633

2023 Annual Total – 583

2022 Annual Total – 555

2021 Annual Total – 564

2020 Annual Total – 623

## Police Activity

Calls for Service: 947

Arrests: 22

Code Enforcement	Warnings	Citations	Hours
January	9	1	
February	20	1	
March	16	3	
April	20	6	18
May	17	34	19.5
June	9	2	9.5
July	8	0	4.5
August			
September			
October			
November			
December			

## Investigations

25WP04942 – Burglary – Closed with charges of Burglary w/Intent to Steal (X2), Trespassing (X2)

25WP03906 – ICAC – Closed with a charge of Possession of Child Pornography

25WP05828 – Felony Fleeing – Closed with a charge of Fleeing and Eluding





# Waupun Police Department Monthly Report

July 2025

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25WP05409 – Felony Fleeing – Closed with a charge of Fleeing and Eluding

25WP05962 – Sexual Assault – Closed with charges of Sexual Assault of a Child under 13 and Intimidation of a Victim.

25WP05160 – Drug Investigation – Active

25WP05286 – Drug Investigation – Active

25WP05793 – Theft Ring – Active

25WP05685 – Financial Fraud – Active

## Additional Tasks

Evidence Purging Continued // Evidence Intake

Drug Investigation Surveillance

Problem Orientated Policing detail at Westview Apartments

Provided FDSO w/Intel Leading to arrests with 3 different cases

Wisconsin Narcotics Officer Association Fundraising and Preparation

## Cellebrite Etraction Totals

July 2025 – 1

2025 Total - 19

2024 Total – 22 Extractions

2023 Total – 16 Extractions

Chief of Police Jeremy Rasch



# Waupun Police Department

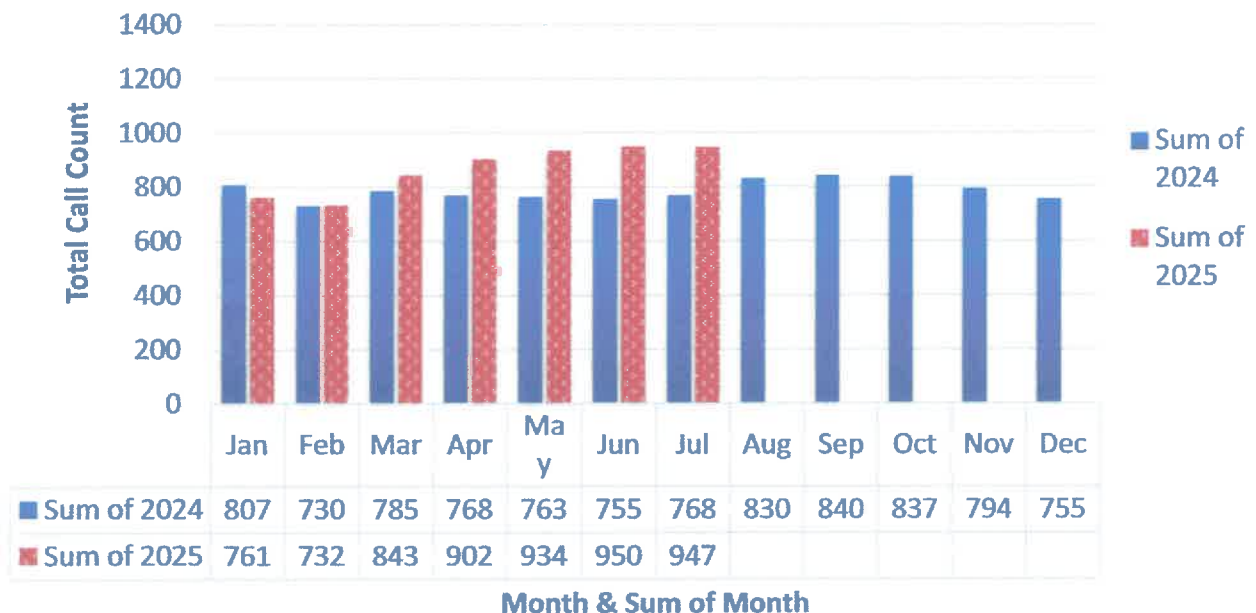
## July 2025



### Monthly Call Volume Report

Call Volume Monthly 2024 - 2025			
Month	2024	2025	Percent Difference
January	807	761	-5.7%
February	730	732	0.3%
March	785	843	7.4%
April	768	902	17.4%
May	763	934	22.4%
June	755	950	25.8%
July	768	947	23.3%
August	830		
September	840		
October	837		
November	794		
December	755		
Grand Total:	9,432	6,069	

### Monthly Call Volume 2024 - 2025





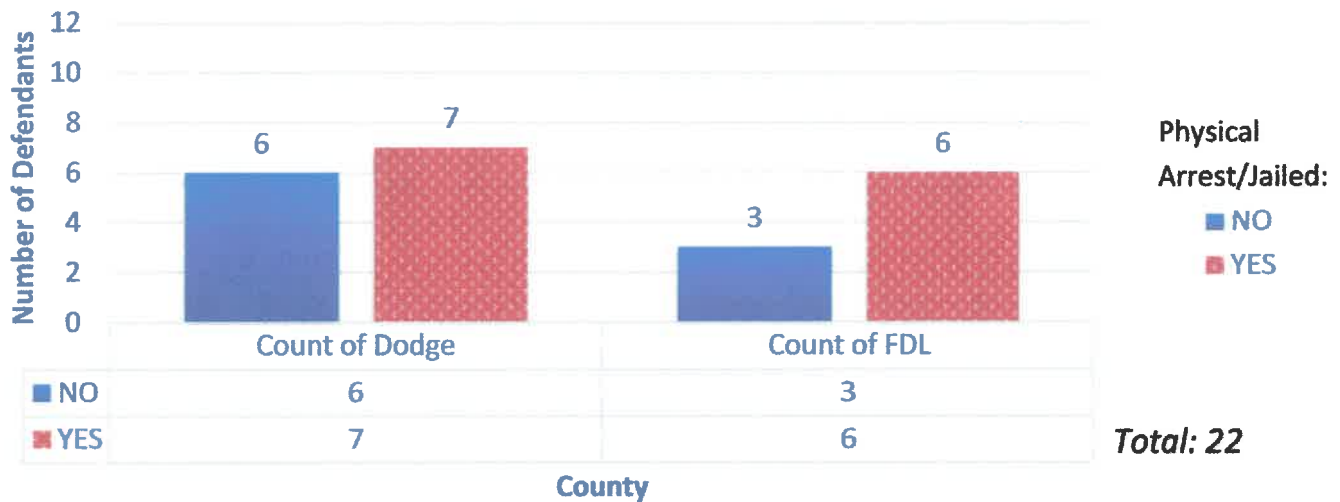
# Waupun Police Department

## July 2025



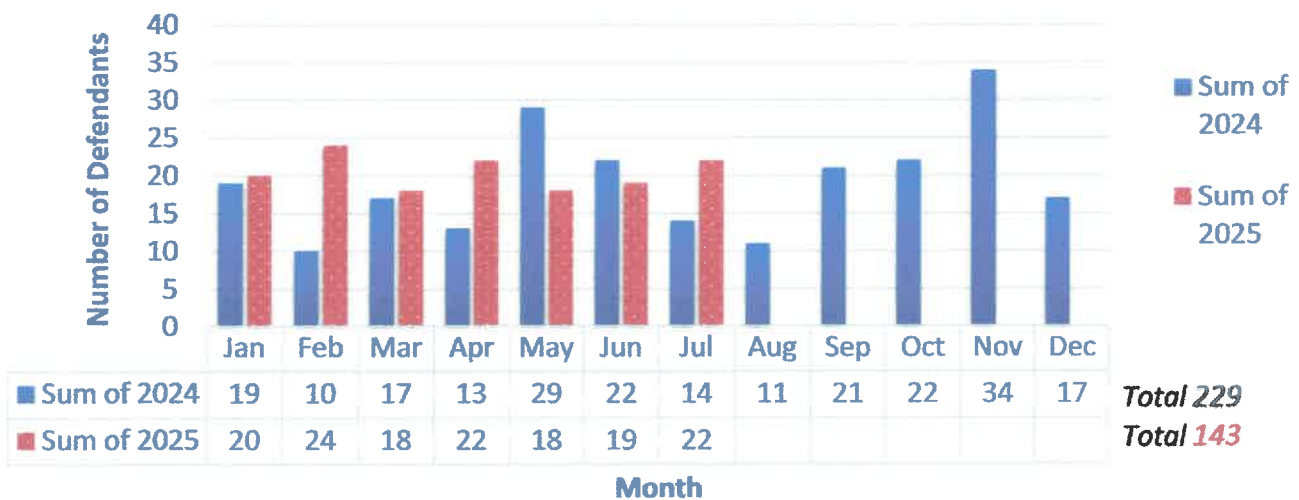
### Request for Charges & Physical Arrest Report

#### Request for Charges & Physically Arrested July 2025



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

#### 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 investigation.



# Waupun Police Department Total Call Report



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

Agency	Incident Type	Total Incidents
WP	911 CHECK	40
	ABANDONED VEHICLE	3
	ACCIDENT	6
	ACCIDENT W/BLOCKAGE	2
	ACCIDENT W/INJURY	6
	ALL OTHER OFFENSES	1
	AMBULANCE	34
	AMBULANCE	1
	ANIMAL ABUSE	1
	ANIMAL COMPLAINT	8
	ASSAULT	1
	ASSIST AGENCY	11
	ASSIST CITIZEN	28
	ASSIST MOTORIST	3
	ATTEMPT TO LOCATE	2
	BATTERY	1
	BIKE STOP	1
	BUILDING CHECK	47
	CASE TAKEN IN ERROR	1
	CHAPTER 51	1
	CHECK WELFARE	20
	CHILD CUSTODY	3
	CIVIL PROBLEM	5
	COMPLIANCE CHECK	1
	COURT ORDER VIOLATION	1
	DEPARTMENT K9 DOG	1
	DIRECTED AREA PATROL	176
	DISORDERLY CONDUCT	12
	DOMESTIC	5
	DRUGS/NARCOTICS	3
	EXTRA PATROL	133
	FIREWORKS COMPLAINT	14
	FLOCK ATL	1
	FOLLOW UP	38
	FOOT PATROL	4
	FOUND ANIMAL	8
	FOUND JUVENILE	1
	FOUND PROPERTY	9
	FRAUD	3
	FUNERAL ESCORT	3
	GAS DRIVE OFF	2
	HARASSMENT	3
	HIGH SPEED CHASE	3
	HIT AND RUN	3
	INFORMATION TO DOCUMENT	1
	INTOXICATED DRIVER	3
	INTOXICATED SUBJECT	1
	INTRUSION ALARM	4
	JUVENILE PROBLEM	13
	LOST ANIMAL	2
	MISSING ADULT	1
	NEIGHBOR DISPUTE	2
	NEIGHBORHOOD POLICING	3
	NOISE COMPLAINT	5



# Waupun Police Department Total Call Report



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

OCCUPIED DISABLED	2
OFFICER STANDBY	2
OPEN DOOR	1
ORDINANCE VIOLATION	11
OVERDOSE	1
PARKING ENFORCEMENT	10
PATROL ASSIST FIRE	10
RECKLESS DRIVER	18
SCAM COMPLAINT	4
SEXUAL ASSAULT	1
SPECIAL ASSIGNMENT	6
SUBJECT STOP	5
SUSPICIOUS ACTIVITY	11
SUSPICIOUS VEHICLE	15
TAVERN CHECK	6
THEFT	3
THREATS COMPLAINT	3
TRAFFIC COMPLAINT	1
TRAFFIC ENFORCEMENT	10
TRAFFIC PROBLEM	2
TRAFFIC VIOLATION	130
TRESPASSING	1
VANDALISM	7
WARRANT OTHER AGENCY	1
WRONG WAY DRIVER	1
<b>Total</b>	<b>947</b>



# *Waupun Fire & Rescue*

16 E. Main Street Waupun, WI 53963

Non-emergency Number: 920-324-7910

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

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## **July Fire Chief's Report:**

### **Call Summary:**

	July 2025	2025 YTD	July 2024	2024 YTD
City Fire	12	79	11	107
City EMR	33	332	38	281
Country Fire	9	46	5	39

### **Staffing:**

- City Fire: 28 of 31 positions filled
  - o There were no interviews conducted this month.
  - o There is 1 firefighter candidate going through their pre-employment testing.
  - o 2 Firefighters were hired
    - Abby Bille (7/30/25)
    - Cade Hartgerink (7/30/25)
- City EMR: 9 of 15 positions filled
  - o There are 2 applications that were received. A meet-and-greet will be scheduled with the Recruitment and Retention Committee followed by an interview with the PFC.
- Country Fire: 14 of 14 positions filled

### **Training:**

- City Fire: focused on our annual Emergency Vehicle Operations Course (EVOC). During this training, drivers are tested on the following skills: left hand turn, straight driving, driving through a diminishing clearance, a pull up stop, backing into an alley dock, a lane change, right hand turn, forward serpentine, and reverse serpentine. Pump training was also conducted with members being split across both engines and the truck to practice vehicle-specific set-up and pump operations.
- City EMR: There was no scheduled training for July.
- Country Fire: focused on our annual EVOC re-certification. A call review was conducted of a fatal motor vehicle accident we had that involved a semi tanker full of gasoline. Members discussed our HAZMAT MABAS card and what additional steps would have been needed in the event of fuel leaking from the tanker which had 8,000+ gallons of gasoline on it. Additionally, pre-planning was done on other properties within the coverage area (Ballweg Implement, Waupun Equipment, Fren's Stone).

### **Department updates:**

- We received the 2<sup>nd</sup> of our 2 cardiac monitors which was made possible through the Healthcare Infrastructure grant we received in 2021. The cardiac monitors provide EMRs

- with an opportunity to obtain a 12-lead EKG during a cardiac incident and have it transmitted directly to the hospital.
- Annual ladder testing was completed. All 17 ground ladders (4 for Country and 13 for City) were tested and passed. Some minor repairs were made to one of the feet on a ladder which allowed it to be passed. There were 7 items on the ladder truck that were identified as needing attention during regular maintenance. The ladder truck did pass certification and those items will be looked over by Nate during annual maintenance work in August.
  - The kitchen hood at Kwik Trip East was inspected and passed its testing as part of the kitchen commissioning. A final inspection was also conducted and occupancy was granted by the fire department.
  - Final inspection was conducted at the DG Market building. Occupancy was granted by the fire department.
  - Firehouse Subs grant was submitted for 6 radios. The radios proposed in the grant application are dual band and would meet any possible changes to radio systems in Dodge or Fond du Lac County.
  - Sat in to virtual meeting discussing the proposed round-about on Highway 26 and County Road TC. While considered a “proposed” project, the current construction timeline is listed as 2029 on the WI DOT website.
  - A retirement party was held for honorary firefighters Wayne Oppermann and Dave Duer.
  - Annual hose testing was completed. 10,050’ of 1 ¾”, 2 ½”, 3”, and 5” hose was tested with 1 hose failing. The pass rate was 99.5%. We are working with Rennert’s Fire Equipment and Repair to have the damage hose repaired.
  - Kathy, BJ, and Mike met with the Township of Chester to bring their new Township Chairman and Supervisor up to speed on the discussions around a combined department. Budget proposals will be finalized in the August timeframe and a final meeting scheduled with the Townships for late August.
  - Kathy, BJ, and Mike met with Lifestar EMS to discuss opportunities around applying for WI Funding Assistance Program funding (can be used for equipment and training) for the EMR program, a status update on mutual aid agreements, and moving towards back-up transport capabilities.
  - Met with Peyton’s Place to review conceptual plans for further development of the property and issues with existing fire alarm system. As part of any project, the recommendation is that a new alarm system is installed.
  - Met with Park View Apartments to discuss issues with repeated activations of the fire alarm system in the renovated 1106 Building. With ongoing construction on the second

August 21, 2025

floor, they were advised that they need to be cleaning the alarms more frequently until the construction is done.

**July Fire Officer's meeting notes:**

- Officers completed a pre-planning tour of the DG Market and Kwik Trip East buildings. Specific areas reviewed were the building gas shut offs, main electrical rooms, and Knox Box locations.

**July EMR Officer's meeting notes:**

- Officers discussed scheduling, policy development, August training (LUCAS and cardiac monitors), and a review of a different pay structure.

**Recruitment and Retention meeting notes:**

- There was no meeting in July.

**Notable discussions at the June Common Council and Committee of the Whole meetings:**

- Devin Flanigan with Keller provided a high-level overview of some of the work that was done with the facility study, including some of the potential options that exist. There were a number of follow-up questions that will need to be answered so this will likely go back to the facilities committee for additional work.



<b>LIBRARY</b>	<b>MONTHLY REPORT</b> <b>August 2025</b>
<b>Subject</b>	<b>Summary</b>
Statistics	Through the end of July, the library circulated/downloaded/loaned 84,591 items, and 32,440 people walked through our doors.
July Programs	Programs for July include Summer Reading Program performers on July 2, 10, and 15. The Carnival Finale took place in the parking lot on Friday, July 18, from 4-6 pm, and was attended by 280 people. Other July programs included book clubs, Trivia Night, Puzzle Race, and Craft Night. The monthly Friends of the Library Book Sale was July 14.
August programs	August programs include a Waupun Animal Shelter program, an artist reception for Waupun Fine Arts, books clubs, and a craft night. The monthly Friends of the Library Book Sale is scheduled for August 11.
Fond du Lac County libraries	Waupun PL hosted the latest Fond du Lac County public libraries meeting on August 11. These meetings, which are usually scheduled every two or three months, are rotated among all the Fond du Lac County libraries.



REPORT DATE:	August 26, 2025
DEPARTMENT:	Public Works
PREPARED BY:	Jeff Daane

### KEY PERFORMANCE INDICATORS:

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

### 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>• All utilities completed, working on Creek portion of the project and then removals of sidewalks and curb. Should start getting roadway dug and graveled for final grade.</li></ul>
1.2 Recreational Arena (Ice Arena)	<ul style="list-style-type: none"><li>• Staff has poured and extended steps for the bleacher area. We are working on building new handrails</li></ul>
1.3 Sidewalk replacement	<ul style="list-style-type: none"><li>• Letters have been received and working on bid documents</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. stormwater pond	<ul style="list-style-type: none"><li>• Working with MSA on agreement for engineering contract</li></ul>
2.2 Flood study (Hazel/Pattee)	<ul style="list-style-type: none"><li>• We are expecting results of this study late September</li></ul>
3.1 Public Safety Facility Visioning	<ul style="list-style-type: none"><li>• Working with consultant</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 Park repairs	<ul style="list-style-type: none"><li>• Work was done on the windmill at Heritage Park</li></ul>
3.4 Storm sewer repair work	<ul style="list-style-type: none"><li>• Work was completed on 5 Inlets, replaced a section of pipe that was plugged with roots, and cleaned out a ditch for better water flow.</li></ul>
3.5 Ammonia system @ Rec Center	<ul style="list-style-type: none"><li>• This project has started.</li></ul>
3.6 Mill pond gate valve repair	<ul style="list-style-type: none"><li>• Water levels are still too high to make repairs</li></ul>
3.7 Safety Building	<ul style="list-style-type: none"><li>• Staff painted the exterior stucco</li></ul>
3.8 Grants	<ul style="list-style-type: none"><li>• We are working on grant writing for upcoming street projects.</li></ul>

3.9 Ice Arena Floor replacement	<ul style="list-style-type: none"> <li>The heating coils have been installed and will be working on cooling lines. They hope to be pouring the floor in a few weeks.</li> </ul>
3.10 GIS	<ul style="list-style-type: none"> <li>We continue to work with MSA expanding our use of GIS. We are now working on storm water MS4 portion</li> </ul>
3.11 Code enforcement	<ul style="list-style-type: none"> <li>We continue to send out notices for grass not getting cut and low hanging tree branches over sidewalks</li> </ul>

## GENERAL COMMENTS & UPDATES:

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

- Aging infrastructure

### 2. Future Considerations:

- Working with Finance to update the city 5-year capital plans
- City Hall capital plans need to be more defined to support future capital plans.



TO: Waupun Utilities Commissioners  
FROM: Steve Brooks, General Manager  
DATE: August 11, 2025  
SUBJECT: General Manager Report

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### **Key Account Meeting**

Waupun Utilities staff engaged in a collaborative meeting with the leadership team at National Rivet to explore key topics related to their energy needs. The discussion focused on current energy usage patterns, opportunities for efficiency grants, and strategies to enhance both reliability and affordability. Additionally, staff highlighted the long-term value and benefits of public power, emphasizing its role in supporting local industry through stable rates, responsive service, and community-focused energy solutions.

### **2026 Budget Prep**

WU staff continues to make steady progress on the annual budget process. Departments are actively submitting their capital budget requests for the upcoming fiscal year, outlining anticipated infrastructure investments, equipment upgrades, and other critical needs. These submissions are being reviewed and evaluated to ensure alignment with organizational priorities, long-term planning goals, and available funding.

### **Wastewater Treatment Facility Open House – Featuring ABNR Upgrade**

We are pleased to invite the community to an Open House at the Waupun Utilities Wastewater Treatment Facility on August 27, 2025, from 1:00–4:00 p.m., to showcase our recent Advanced Biological Nutrient Removal (ABNR) upgrade. This event offers a unique opportunity for residents to learn firsthand about the innovative technologies we are implementing to enhance water quality, protect local ecosystems, and deliver sustainable wastewater solutions for our city.

### **Community Outreach**

As part of our ongoing community engagement efforts, team members from both the Waupun Utilities treatment facilities and office collaborated with the Waupun Parks Department to host an educational outreach activity focused on water purification. The event provided an interactive, hands-on learning experience where participants built their own mini water filtration systems using materials like sand and gravel. Guided by staff, they learned how water is cleaned using granular media, gaining insight into the importance of water treatment in our community. The activity not only emphasized the value of clean water, but also highlighted the role of engineering and environmental science in everyday life.

### **Staff Training**

A WU employee participated in the first session of a three-part leadership training series focused on core leadership competencies essential for success in a municipal utility environment. Designed for new, emerging, and experienced leaders, the training emphasized practical skills, peer learning, and networking opportunities. Participants gained tools and strategies they can apply immediately in their roles.

### **MEUW District Dinner**

MEUW is once again hosting its series of District Dinners this fall, offering local utility leaders the chance to connect, share ideas, and discuss issues shaping the future of public power in Wisconsin. We invite you to join us for our District Dinner on Tuesday, September 23, in Hartford. The evening will begin with a social at 6:00 p.m., followed by dinner at 6:30 p.m. and a brief program afterward. Please let me know if you are interested in attending.

This concludes my report for August 2025. Please contact me at 324-7920 or [sbrooks@waupunutilities.org](mailto:sbrooks@waupunutilities.org) with any questions or concerns.



TO: Waupun Utilities Commissioners  
FROM: Owen Vande Kolk, Assistant Electric Operations Supervisor  
DATE: August 11, 2025  
SUBJECT: Electric Operations Report

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## **Electric Department Update:**

### Call-Ins

- On July 26th, at approximately 10:30 AM, the lineman on call responded to an outage reported in the county park. Some of the campground areas were without power. The outage was caused by an underground primary cable fault. The lineman on call requested another lineman; together they were able to locate and repair the faulted cable. Power was restored around 7:30 PM.
- On July 31st, at approximately 7:30 PM, a lineman was called in to disconnect power at a residence on the 500 block of McKinley for an electrician to replace a failed main breaker in the home.

### Development Planning

- WU's electric department has been working on coordination, design, material procurement, and construction for the following projects:
  - Eagle Manufacturing
    - Requires a primary extension to serve two 2000-amp 277/480v services.
    - One service for the new construction, and an additional service setup for future additions.
      - 1000 KVA transformer currently in stock.
      - Temporary construction service has been energized.
      - Additional temporary service will be provided for building lighting.
      - Dual transformer pad to be poured in coming weeks.
  - 56-unit housing complex
    - Complex requires a primary extension to serve four 800-amp services.
      - 300 KVA transformer currently in stock.
      - WU also has the required number of 12s meters in stock for development.
      - Junction and transformer for are set to provide temporary power.
      - Currently working with Spectrum on joint trenching coordination.

### Bayberry Lane Street Lighting

- Crew to install three new street lights on Bayberry Ln. starting at Shaler Dr. extending north to end of cul-de-sac.
- This is a City of Waupun funded street light extension.

### 2025 URD Cable Installation and Replacement

- Rock and Newton
  - WU took advantage of current street project to install conduit under Rock Ave. to eliminate back-lot overhead primary to the west of N. Harris Ave. between Rock and Newton Ave.
  - Backlot overhead reconstruction is scheduled for 2026.

- McDonalds
  - Conduits installed to replace aging primary conductor.
  - As part of the three phase URD cable replacement, WU will also be replacing aging steel junction cabinet on Gateway Dr.
- Westview Apt.
  - Conduits installed to replace aging primary conductor.
  - WU will work to combine a 2-meter setting to single metering.
  - Cable replacement will also include setting a dual voltage transformer in anticipation for voltage conversion.

#### Johnson/Elm/ W. Jefferson/W. Brown St. Back Lot Rebuild.

- Conduits installed to bring URD primary into backlot.
- Conduits installed to eliminate a span of backlot OH secondary.
- Crew will be starting pole replacement in the coming weeks.

#### N. Madison St. Secondary Re-Conductor-ATC Reconstruction

- WU used the opportunity to replace multiple three-phase poles on N. Madison St. As part of the project, WU will re-conductor a portion of the secondary on N. Madison St. to eliminate aging copper conductors.

#### Business Park Substation and Feeder Buildouts

- Started putting together estimates and timeline for Business Park Substation, feeder buildouts, and voltage conversions of 4kV circuits.
  - Utilizing a system map provided by WPPI's GIS Service, which includes data on remaining 4kV distribution transformers, to develop estimates and request quotes for dual-voltage distribution transformers needed for the existing 4kV system.

This concludes my report for the August 2025 WU Commission Meeting. Please contact me at 324-7920 or [ovandekolk@waupunutilities.org](mailto:ovandekolk@waupunutilities.org) with any questions or concerns.



TO: Waupun Utilities Commissioners  
FROM: Steve Schramm  
DATE: August 7, 2025  
SUBJECT: Monthly Operation Report

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#### **Water Treatment Facility:**

There are no call-ins to report this month.

The water treatment facility experienced a stable month, maintaining consistent operations despite higher demand driven by warmer temperatures.

#### **Wastewater Treatment Facility:**

- **Call-In Report**

There is one call-in to report for the month.

On August 5, 2025, staff was called in to respond to multiple system alarms. Upon investigation, it was found that all membrane units had transitioned into Safe Mode, and the centrifuge feed flow had failed.

The root cause was identified as a PLC communication failure, which disrupted normal operations across several systems. Once communication was successfully restored, all affected processes were reset and returned to normal operating conditions.

- **Centrifuge Performance Issue**

Flottweg field technicians were onsite to investigate a possible premature failure of components on the centrifuges. The suspected component issues are contributing to "blowby", resulting in lower-than-expected solid concentrations in the output.

Further assessment and recommendations are pending based on the technicians' findings.

- **Generator Project Schedule Update**

The revised schedule for the ongoing generator project has been finalized. The planned outage and cut-in are confirmed for August 19, 2025. This critical milestone will involve switching over to the new generator system and verifying the proper operation of the Automatic Transfer Switch (ATS).

Following the outage, Caterpillar owner training is scheduled for August 21 and 22, 2025. This training will ensure the operations team is fully prepared to operate and maintain the new equipment effectively.



## **Wastewater Treatment Facility Continued:**

- **Summer Park Program**

As part of the Summer Park Program, staff conducted activities with the kids focused on cleaning water and promoting water awareness. These hands-on activities were designed to be both educational and engaging, encouraging learning through interactive participation.

At the end of the event, goody bags were provided, which included a water bottle, pencil, and a Water Activity Book to reinforce the day's learning in a fun and memorable way.

## **Collection and Distribution Crew:**

There are no call-ins to report this month.

The Collection and Distribution team continues to perform key preventative maintenance tasks as part of our ongoing efforts to maintain system reliability and performance. Activities currently underway include:

- **Sewer Main Flushing:**

We are continuing sewer main flushing operations as part of our regular maintenance of the wastewater collection system. This process uses high-pressure water to remove debris, sediment, and other obstructions from sewer pipes. Regular flushing is essential to preventing blockages and ensuring the efficient transport of wastewater throughout the system.

- **Hydrant Fire Flow Testing**

In accordance with NFPA standards, fire hydrant flow testing is essential to verify that the community's water supply and hydrant system provide adequate pressure and flow to support effective firefighting operations.

### **Key requirements include:**

- Measuring static and residual pressures to assess system performance under flow conditions.
- Confirming that flow rates meet or exceed the minimum standards based on the risk classification of the served area.
- Documenting all test results and comparing them to design criteria and regulatory standards.
- Initiating corrective actions if flow or pressure is found to be insufficient, to maintain compliance and ensure community safety.

Testing will continue over the next couple of weeks to ensure comprehensive coverage of the entire distribution system.

This concludes my report. Please do not hesitate to contact me with your questions or concerns at 324-7920 or [sschramm@waupunutilities.org](mailto:sschramm@waupunutilities.org).



TO: Waupun Utilities Commissioners  
FROM: Jeff Stanek, CPA, Finance Director  
DATE: August 11, 2025  
SUBJECT: June 2025 Financial Report

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## CONSTRUCTION AND PLANT ADDITIONS

The electric utility construction activity consisted of primary extension work for customers including United Cooperative, Kwik Trip, Eagle Packaging, Dollar General and an ATC rebuild project. Construction work for Newton/Rock reconstruction projects for the Water & Sewer Utilities continued into June with a majority of the sewer infrastructure installed at the end of the month.

Plant additions consisted of the replacement of three trickling pumps at the WWTP for \$35,429 the electric utility purchasing new locator equipment for \$5,925.

## MONTHLY OPERATING RESULTS – June 2025 Monthly and Year-To-Date (YTD)

### Sales

#### Electric

- Monthly kWh sales were **1.5% above** budget & **4.8% higher** than June 2024 on increased sales to Large Power customers.
- YTD kWh sales were **2.6% below** budget & **1.4% higher** than June 2024 YTD actual sales.

#### Water

- Monthly sales units of 100 cubic feet were **1.6% below** budget & **0.2% higher** than June 2024 sales on lower sales to Industrial customers.
- YTD water sales were **3.8% below** budget & **6.4% lower** than June 2024 YTD actual sales.

#### Sewer

- Monthly sales units of 100 cubic feet were **3.4% below** budget & **5.7% lower** than June 2024 from higher volumes to Public Authority customers.
- YTD sewer sales were **1.3% below** budget & **4.1% lower** than June 2024 YTD actual sales.

### Income Statement

#### Electric

- Operating revenues and purchased power expense were **below** budget \$248,100 and \$281,000, respectively, due to overall lower purchased power costs from low market energy prices.
- Gross margin was \$32,900 **above** budget as a result of lower market energy prices.
- Operating expenses were \$20,600 **below** budget primarily due to lower distribution expenses associated with tree trimming and underground line work during the non-construction season.
- Operating income was \$342,200 or \$141,300 **above** budget, largely due to the lower market energy prices.
- Net income was \$455,800 or \$306,200 **above** budget primarily from lower than budgeted purchased power expenses.
- The rolling 12-month Rate of Return was 9.4%.

#### Water

- Operating revenues were \$18,300 **below** budget due to lower sales associated with Industrial customers.
- Operating expenses were \$100 **above** budget due to increased maintenance outlays at the water treatment facility.
- Operating income was \$317,200 or \$15,700 **above** budget.
- Net income was \$347,200 or \$78,300 **above** budget.
- The rolling 12-month Rate of Return was 4.0%.

#### Sewer

- Operating revenues were \$103,800 **above** budget due to the new sewer rates effective May 1, 2025.
- Operating expenses were \$172,600 **below** budget due to lower maintenance expenses at the WWTF as part of the new ABNR system optimization process.
- Operating income (loss) was (\$169,200) or \$258,500 **above** budget as a result of additional non-cash depreciation expense associated with new ABNR facilities offset by the lower ABNR operating costs.
- Net income (loss) was \$798,300 or \$1,359,200 **above** budget largely due to additional non-cash depreciation expense associated with new ABNR facilities and \$1,033,800 in grant revenues received during the year. Without the grant revenues, the net loss would have been (\$235,500) or \$325,400 **above** budget.
- The rolling 12-month Rate of Return was (0.4%).

### **Balance Sheets**

#### Electric

- Balance sheet **increased** \$322,100 from May 2025 due to an increase in receivables from higher sales during the month.
- Unrestricted cash **increased** \$138,400 from routine operations.
- Net position **increased** \$105,100.

#### Water

- Balance sheet **increased** \$117,500 from May 2025 from routine operations.
- Unrestricted cash **increased** \$113,000.
- Net position **increased** \$74,400.

#### Sewer

- Balance sheet **increased** \$400,900 from May 2025 due to an annual principal and interest payment on the USDA loan in the prior months offset by increases in Plant activity associated with the WWTP upgrade project.
- Unrestricted cash **decreased** \$144,000 from an increase in maintenance expenses from the prior month.
- Plant increased \$467,000 from the payment of WWTP upgrade-related costs which were reimbursed with grants funds from the USDA.
- Net position **increased** \$564,500 largely from the increase in Plant additions.

### **Cash and Investments**

The monthly metrics dashboard for cash and investments provides a monthly comparison of cash and investment balances and graphs that present long-term investments by maturity, type, and rating. The Utility's investments are typically fixed-income and held-to-maturity unless called before maturity by the issuer. Held to maturity investments recognize monthly mark to market adjustments that ultimately are not realized when the investment matures.

- Total cash and investments *increased* \$271,300 or **2.1%** from May 2025 primarily from routine operations within the three utilities.
- Received interest and distributions of \$14,800 and recorded unrealized market adjustments of \$20,400 along with (\$800) in management fees, resulting in a net portfolio *gain* of \$34,400 for the month.
- Total interest and investment income earned (excluding market value adjustments) on all accounts for the month was \$31,900 and \$200,200 year-to-date.

## OTHER FINANCIAL MATTERS

### WWTP Upgrade – Construction Update and Progress

Listed below is a summary of the costs incurred and paid for with USDA loan proceeds requested to date:

<b>Total Project Budget</b> <i>(As of 4/14/2024):</i>	<b>\$ 37,508,000</b>
<b>Total Project Costs to Date</b> <i>(Thru 7/10/2025):</i>	<b>\$ 37,547,376</b>
<b>Loan Draws – Project to Date</b> <i>(Thru 8/5/2025):</i>	<b>\$ 27,807,000</b>
<b>Grants Provided</b> <i>(Thru 8/5/2025):</i>	<b>\$ 8,506,566</b>
<b>Disburse Request #39 Requested</b> <i>(7/25/2025):</i>	<b>\$ 221,143</b>
<b>Disburse Request #38 – Paid</b> <i>(6/14/2025):</i>	<b>\$ 559,960</b>

This concludes my report. Please do not hesitate to contact me at 324-7920 or [jstanek@waupunutilities.org](mailto:jstanek@waupunutilities.org) with any questions or comments.



# AGENDA SUMMARY SHEET

**MEETING DATE:** 8/26/25

**TITLE:** Monthly Financials

**AGENDA SECTION:** CONSENT AGENDA

**PRESENTER:** Casey Langenfeld, Finance Director

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

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**SUMMARY:**

**STAFF RECOMMENDATION:**

Request action to accept the financials for July 2025.

**ATTACHMENTS:**

Monthly Financials

**RECOMMENDED MOTION:**

Motion to accept the monthly financials.

## 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
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### March

Revenues	Expenses
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### April

Revenues	Expenses
Interest Income \$89,000 over budget	

### May

Revenues	Expenses
	Police Overtime at 75% of its overtime budget

### June

Revenues	Expenses

### July

Revenues	Expenses
\$6,484 Mutual Aid City of Juneau June 2025 Tornado	Police Overtime at 85% of its overtime budget
\$20,000 Tourism Payment Destination Lake Winnebago Region	

# CITY OF WAUPUN MONTHLY FINANCIAL REPORT

July 31, 2025



## General Operations Fund

	7/31/2025 Month Activity	7/31/2025 YTD Actual	7/31/2025 Budget Amount	7/31/2025 Over/(Under)	% of Year Past 58%
<b>REVENUE</b>					
Taxes	114,498	1,812,690	2,384,660	(571,970)	76.01
Special Assessments	-	55	100	(45)	54.78
Intergovernmental Aids	723,063	1,197,611	4,144,529	(2,946,918)	28.90
Licenses and Permits	1,250	48,693	55,125	(6,432)	88.33
Penalties, Forfeitures	2,639	30,960	42,500	(11,540)	72.85
Public Charges for Service	54,104	293,499	366,080	(72,581)	80.17
Intergovernmental Charges	-	-	-	-	
Miscellaneous Revenue	34,714	261,977	74,575	187,402	351.29
Special Funds Activity	-	-	176,506	(176,506)	0.00
<b>TOTAL REVENUE</b>	<b>930,267</b>	<b>3,645,483</b>	<b>7,244,075</b>	<b>(3,598,592)</b>	
<b>EXPENDITURES</b>					
General Government	129,892	1,230,335	1,514,733	(284,398)	81.22
Recreation	113,141	304,170	730,489	(426,319)	41.64
Assessor/Inspector	3,206	22,442	40,500	(18,058)	55.41
Police	213,303	1,438,614	2,616,773	(1,178,159)	54.98
Fire	34,448	210,560	683,794	(473,234)	30.79
Public Works	123,687	940,537	1,700,457	(759,920)	55.31
Economic Dvlp/Admin	468	20,467	21,895	(1,428)	93.48
<b>TOTAL EXPENDITURES</b>	<b>618,146</b>	<b>4,167,126</b>	<b>7,308,641</b>	<b>(3,141,515)</b>	
<b>NET REVENUES OVER EXPENDITURES</b>	<b>312,121</b>	<b>(521,642)</b>	<b>(64,566)</b>		

## Library Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	
<b>REVENUE</b>					
Tax Levy	-	475,330	575,277	(99,947)	82.63
Interest/Divid/Grants/Cty Approp	-	231,464	223,304	8,160	103.65
Fees	40	1,422	1,300	122	109.41
Revenue/Donations	2,630	22,913	5,000	17,913	458.26
<b>TOTAL REVENUE</b>	<b>2,670</b>	<b>731,129</b>	<b>804,881</b>	<b>(73,752)</b>	
<b>EXPENDITURES</b>					
Wages/Benefits	62,051	412,928	804,881	(391,953)	51.30
Revenue/Donations	-	-	-	-	0.00
<b>TOTAL EXPENDITURES</b>	<b>62,051</b>	<b>412,928</b>	<b>804,881</b>	<b>(391,953)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(59,381)</b>	<b>318,201</b>	<b>-</b>		

## Grants and Donations Fund

	7/31/2025 <i>Month Activity</i>	7/31/2025 <i>YTD Actual</i>	7/31/2025 <i>Budget Amount</i>	7/31/2025 <i>Over/(Under)</i>	Percent
<b>REVENUE</b>					
Federal Grants	-	-	-	-	0.00
State/Misc Grants & Donations	2,359	53,439	6,000	47,439	890.65
<b>TOTAL REVENUE</b>	<b>2,359</b>	<b>53,439</b>	<b>6,000</b>	<b>47,439</b>	
<b>EXPENDITURES</b>					
General Government	-	-	5,000	(5,000)	0.00
Recreational Grants	-	9,609	-	9,609	0.00
Police Grants	1,469	2,599	-	2,599	0.00
Fire/EMR Grants	-	3,906	-	3,906	0.00
DPW Grants	-	-	-	-	0.00
Economic Development	-	-	1,000	(1,000)	0.00
<b>TOTAL EXPENDITURES</b>	<b>1,469</b>	<b>16,114</b>	<b>6,000</b>	<b>10,114</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>890</b>	<b>37,326</b>	<b>-</b>		

## Building Inspection Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Tax Levy	-	-	-	-	0.00
Building Permits	6,595	98,382	75,000	23,382	131.18
Fees	1,565	12,285	9,500	2,785	129.32
<b>TOTAL REVENUE</b>	<b>8,160</b>	<b>110,667</b>	<b>84,500</b>	<b>26,167</b>	
<b>EXPENDITURES</b>					
Operating Supplies/Wages	39,467	96,270	78,108	18,162	123.25
<b>TOTAL EXPENDITURES</b>	<b>39,467</b>	<b>96,270</b>	<b>78,108</b>	<b>18,162</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(31,306)</b>	<b>14,396</b>	<b>6,392</b>		

## Debt Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Paid to Escrow Agent	-	-	-	-	0.00
General Property Tax	-	666,778	806,980	(140,202)	82.63
Funds Applied	137	943	1,000	(57)	94.33
Transfer in Other Funds	499,252	813,474	1,062,085	(248,611)	76.59
<b>TOTAL REVENUE</b>	<b>499,389</b>	<b>1,481,195</b>	<b>1,870,065</b>	<b>(388,870)</b>	
<b>EXPENDITURES</b>					
Principal and Interest Payments	122,725	130,450	130,450	-	100.00
Principal and Interest Payments	666,442	1,176,392	1,739,616	(563,224)	67.62
<b>TOTAL EXPENDITURES</b>	<b>789,167</b>	<b>1,306,842</b>	<b>1,870,066</b>	<b>(563,224)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(289,778)</b>	<b>174,353</b>	<b>(1)</b>		



## Capital Fund

	7/31/2025 <i>Month Activity</i>	7/31/2025 <i>YTD Actual</i>	7/31/2025 <i>Budget Amount</i>	7/31/2025 <i>Over/(Under)</i>	Percent
<b>REVENUE</b>					
Tax Levy	-	280,929	340,000	(59,071)	82.63
Sidewalks	-	-	-	-	0.00
State Shared Revenue/Exp. Restr.	61,877	83,310	533,063	(449,753)	15.63
Fees - Recreation Facilities	-	500	15,000	(14,500)	3.33
Co. & Muni. Street & Highways	-	-	-	-	0.00
Interest and Misc Income	3,006	776,680	8,000	768,680	9708.50
Transfer in Other Funds	(420,000)	1,738,077	1,206,646	531,431	144.04
<b>TOTAL REVENUE</b>	<b>(355,117)</b>	<b>2,879,496</b>	<b>2,102,709</b>	<b>776,787</b>	
<b>EXPENDITURES</b>					
City Hall	-	112,209	165,000	(52,791)	
Recreation	138,676	327,476	339,130	(11,654)	96.56
Public Safety	-	-	297,500	(297,500)	0.00
Library	-	-	5,000	(5,000)	0.00
DPW/Streets	341,555	1,083,216	1,161,747	(78,531)	93.24
Transfer Out - Other Funds	-	-	-	-	0.00
<b>TOTAL EXPENDITURES</b>	<b>480,231</b>	<b>1,522,902</b>	<b>1,968,377</b>	<b>(445,475)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(835,348)</b>	<b>1,356,594</b>	<b>134,332</b>		

## Business Park Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Tax Increment	-	-	-	-	0.00
Interest Income	9	54	-	54	0.00
Leases/Debt Proceeds	2,493	44,432	12,221	32,211	363.57
<b>TOTAL REVENUE</b>	<b>2,502</b>	<b>44,486</b>	<b>12,221</b>	<b>32,265</b>	
<b>EXPENDITURES</b>					
Operating	-	44,135	51,149	(7,014)	86.29
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>44,135</b>	<b>51,149</b>	<b>(7,014)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>2,502</b>	<b>350</b>	<b>(38,928)</b>		

## TID 3 Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Tax Increment	8,287	174,433	206,481	(32,048)	84.48
PILOT	-	6,600	6,023	577	109.58
Grants	-	88,877	-	88,877	0.00
Permits	-	-	-	-	0.00
Donations	-	-	-	-	0.00
Proceeds Long Term Debt Issue	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>8,287</b>	<b>269,911</b>	<b>212,504</b>	<b>57,407</b>	
<b>EXPENDITURES</b>					
Operating	48,506	330,518	181,088	149,430	182.52
Transfer Out - Other Funds	-	-	-	-	0.00
<b>TOTAL EXPENDITURES</b>	<b>48,506</b>	<b>330,518</b>	<b>181,088</b>	<b>149,430</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(40,220)</b>	<b>(60,607)</b>	<b>31,416</b>		

### TID 5 Fund

	7/31/2025 Month Activity	7/31/2025 YTD Actual	7/31/2025 Budget Amount	7/31/2025 Over/(Under)	Percent
<b>REVENUE</b>					
Tax Increment	785	393,980	485,416	(91,437)	81.16
Developer Guarantees	-	33,554	32,342	1,212	0.00
Fees	-	-	-	-	0.00
Interest Revenue	-	-	-	-	0.00
Proceeds Long Term Debt Issue	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>785</b>	<b>427,534</b>	<b>517,758</b>	<b>(90,225)</b>	
<b>EXPENDITURES</b>					
Operating	345,825	388,207	387,800	407	100.10
<b>TOTAL EXPENDITURES</b>	<b>345,825</b>	<b>388,207</b>	<b>387,800</b>	<b>407</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(345,040)</b>	<b>39,327</b>	<b>129,958</b>		

### TID 6 Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Tax Increment	4,949	121,605	140,441	(18,836)	86.59
State/Federal Grants	-	-	-	-	0.00
Permits	-	-	-	-	0.00
Donations/Transfer In	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>4,949</b>	<b>121,605</b>	<b>140,441</b>	<b>(18,836)</b>	
<b>EXPENDITURES</b>					
Transfers Out - Other Funds	-	-	100,000	(100,000)	0.00
Operating	685	2,328	5,150	(2,822)	45.20
<b>TOTAL EXPENDITURES</b>	<b>685</b>	<b>2,328</b>	<b>105,150</b>	<b>(102,822)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>4,264</b>	<b>119,278</b>	<b>35,291</b>		

### TID 7 Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Tax Increment	-	62,519	75,484	(12,965)	82.82
Permits	-	-	-	-	0.00
State Grants	-	-	-	-	0.00
Permits - Other	-	2,499	-	2,499	0.00
Donations	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>-</b>	<b>65,019</b>	<b>75,484</b>	<b>(10,466)</b>	
<b>EXPENDITURES</b>					
Int on Adv/Transfer to Debt Fund	-	26,469	157,938	(131,469)	16.76
Operating	-	1,709	1,150	559	148.64
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>28,178</b>	<b>159,088</b>	<b>(130,910)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>-</b>	<b>36,841</b>	<b>(83,604)</b>	<b>120,444</b>	

## TID 8 Fund

	7/31/2025 <i>Month Activity</i>	7/31/2025 <i>YTD Actual</i>	7/31/2025 <i>Budget Amount</i>	7/31/2025 <i>Over/(Under)</i>	Percent
<b>REVENUE</b>					
Tax Increment	-	188,604	226,936	(38,331)	83.11
Permits	-	-	-	-	0.00
Fees	-	-	-	-	0.00
Interest Revenue	-	-	-	-	0.00
Proceeds from Long Term Debt Issue	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>-</b>	<b>188,604</b>	<b>226,936</b>	<b>(38,331)</b>	
<b>EXPENDITURES</b>					
Transfer Out - Debt Fund	36,313	93,383	93,416	(33)	0.00
Operating	-	1,557	1,150	407	0.00
<b>TOTAL EXPENDITURES</b>	<b>36,313</b>	<b>94,940</b>	<b>94,566</b>	<b>374</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(36,313)</b>	<b>93,665</b>	<b>132,370</b>		

## TID 9 Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Tax Increment	-	427,948	517,932	(89,984)	0.00
Interest Revenue	1,463	10,931	-	10,931	0.00
Proceeds Long Term Debt	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>1,463</b>	<b>438,879</b>	<b>517,932</b>	<b>(79,053)</b>	
<b>EXPENDITURES</b>					
Transfer Out - Other Funds	-	51,750	103,500	(51,750)	0.00
Operating	905,456	925,004	2,450	922,554	37755.26
<b>TOTAL EXPENDITURES</b>	<b>905,456</b>	<b>976,754</b>	<b>105,950</b>	<b>870,804</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(903,993)</b>	<b>(537,875)</b>	<b>411,982</b>		

## Equipment Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Tax Levy	-	232,122	280,930	(48,808)	82.63
Grants	-	10,471	-	10,471	0.00
Misc.	5,960	34,800	5,000	29,800	696.00
Transfers In - Other Funds	(71,250)	2,438,750	2,682,250	(243,500)	
<b>TOTAL REVENUE</b>	<b>(65,290)</b>	<b>2,716,142</b>	<b>2,968,180</b>	<b>(252,038)</b>	
<b>EXPENDITURES</b>					
Administration	-	8,084	20,100	(12,016)	40.22
Recreation	-	-	5,000	(5,000)	0.00
Police	11,654	201,291	195,127	6,164	103.16
Fire	18,371	1,865,089	2,519,000	(653,911)	74.04
Library	-	-	-	-	
DPW	257,944	316,173	286,750	29,423	110.26
<b>TOTAL EXPENDITURES</b>	<b>287,969</b>	<b>2,390,637</b>	<b>3,025,977</b>	<b>(635,340)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(353,259)</b>	<b>325,505</b>	<b>(57,797)</b>		

## Recycling Fund

	7/31/2025 <i>Month Activity</i>	7/31/2025 <i>YTD Actual</i>	7/31/2025 <i>Budget Amount</i>	7/31/2025 <i>Over/(Under)</i>	Percent
<b>REVENUE</b>					
Grant	-	5,000	5,000	-	0.00
Fees	12,564	75,272	160,229	(84,957)	46.98
Interest	433	2,978	3,500	(522)	85.08
<b>TOTAL REVENUE</b>	<b>12,997</b>	<b>83,249</b>	<b>168,729</b>	<b>(85,480)</b>	
<b>EXPENDITURES</b>					
Operating	12,566	76,658	160,048	(83,390)	47.90
<b>TOTAL EXPENDITURES</b>	<b>12,566</b>	<b>76,658</b>	<b>160,048</b>	<b>(83,390)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>431</b>	<b>6,591</b>	<b>8,681</b>		

## Solid Waste Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Fees	37,692	225,815	442,265	(216,450)	51.06
<b>TOTAL REVENUE</b>	<b>37,692</b>	<b>225,815</b>	<b>442,265</b>	<b>(216,450)</b>	
<b>EXPENDITURES</b>					
Operating	34,135	207,647	442,493	(234,846)	46.93
<b>TOTAL EXPENDITURES</b>	<b>34,135</b>	<b>207,647</b>	<b>442,493</b>	<b>(234,846)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>3,557</b>	<b>18,168</b>	<b>(228)</b>		

## Tourism Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Local Room Tax	12,466	41,241	60,000	(18,759)	68.73
Misc.	-	-	10,000	(10,000)	0.00
<b>TOTAL REVENUE</b>	<b>12,466</b>	<b>41,241</b>	<b>70,000</b>	<b>(28,759)</b>	
<b>EXPENDITURES</b>					
Operating	12,466	45,925	70,000	(24,075)	65.61
<b>TOTAL EXPENDITURES</b>	<b>12,466</b>	<b>45,925</b>	<b>70,000</b>	<b>(24,075)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(0)</b>	<b>(4,684)</b>	<b>-</b>		

## Taxi Fund

	7/31/2025	7/31/2025	7/31/2025	7/31/2025	
	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
<b>REVENUE</b>					
Tax Levy	-	37,182	45,000	(7,818)	0.00
State/Federal Grants	-	39,183	93,000	(53,817)	42.13
Sale of Vehicles/Property	-	-	-	-	0.00
Transfer In - Other Funds	-	-	-	-	0.00
<b>TOTAL REVENUE</b>	<b>-</b>	<b>76,365</b>	<b>138,000</b>	<b>(61,635)</b>	
<b>EXPENDITURES</b>					
Operating	12,725	71,890	162,928	(91,038)	44.12
<b>TOTAL EXPENDITURES</b>	<b>12,725</b>	<b>71,890</b>	<b>162,928</b>	<b>(91,038)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>(12,725)</b>	<b>4,476</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	58,405	326,049	592,500	(266,451)	55.03
Proceeds Long Term Debt Issue	491,250	1,036,250	1,115,643	(79,393)	0.00
<b>TOTAL REVENUE</b>	<b>549,655</b>	<b>1,362,299</b>	<b>1,708,143</b>	<b>(345,844)</b>	
<b>EXPENDITURES</b>					
Operating, Wages, Benefits	228,531	480,287	1,617,979	(1,137,692)	29.68
<b>TOTAL EXPENDITURES</b>	<b>228,531</b>	<b>480,287</b>	<b>1,617,979</b>	<b>(1,137,692)</b>	
<b>NET REVENUE OVER EXPENDITURES</b>	<b>321,125</b>	<b>882,012</b>	<b>90,164</b>		



REPORT DATE:	August 20, 2025
DEPARTMENT:	Administration / Economic Development
PREPARED BY:	Administrator Schlieve

**KEY PERFORMANCE INDICATORS:**

METRIC	CURRENT	PRIOR YEAR	2020
2024 Net New Construction	.76% (2025)	5.3% (2024)	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)	\$18,567.17	\$13,056	\$6,476

*\*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 Identify methods to increase communication and public transparency.	<ul style="list-style-type: none"><li>Communications committee identified.</li><li>CivicPlus website upgrade in process.</li></ul>
1.2 Increase resources for building inspection/zoning/code enforcement.	<ul style="list-style-type: none"><li>Refining reporting with iWorQ tool / meeting with PD to discuss integration of disparate data sources for reporting</li></ul>
1.3 Revise employee handbook to reflect industry standards and regulatory requirements.	<ul style="list-style-type: none"><li>Handbook compiled and needed revisions are being identified.</li><li>CVMIC to conduct HR Audit to identify largest policy gaps to be worked on.</li><li>Beginning implementation of Neogov suite of services to support HR function.</li></ul>
1.4 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 completed. Job descriptions evaluated during process.</li></ul>
1.5 Recommend enhancements to employee compensation and benefits to reflect industry standards and best practices.	<ul style="list-style-type: none"><li>Cottingham &amp; Butler reviewing current wage scale and position classifications.</li><li>Maintaining current partnership with USI as health insurance broker; developing strategies to positively impact renewals. Preliminary renewal received under rate cap; negotiating</li></ul>

	<p>further reductions through narrow focus network with Dean.</p> <ul style="list-style-type: none"> <li>• Waupun Wellness Clinic hours of operation expanded to 4 days per week as of 7/1/25.</li> </ul>
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GOAL	NOTES/ACTIVITIES
2.1 Market available land for development.	<ul style="list-style-type: none"> <li>• Closed on 5.8 acre purchase from Phoenix Investors along Libby St and the narrow strips running east of the city needed for Shaler Dr extension.</li> <li>• Initial draft of Dodge County Community Development Grant agreement received and under review for Shaler Dr extension. Beginning work on debt issuance to provide city's match fund of roughly \$900k.</li> </ul>
2.2 Strengthen entrepreneurial ecosystem to support business starts.	<ul style="list-style-type: none"> <li>• Ignite Rural Business Accelerator Program recruitment in process. Program includes Pitch event with top prizes totaling \$50K funded in part by a grant from WEDC.</li> <li>• First two WRNC Opportunity fund loans approved – one with a Waupun business for an expansion project.</li> <li>• Recognized as a Gold Tier Connect Community and approved in WEDC's Main Street Cohort Program. Kick off for Cohort is Wednesday, 8/27.</li> </ul>
2.3 Advance Design WI plan to support downtown revitalization and leverage TID investments.	<ul style="list-style-type: none"> <li>• Preliminary designs for back alley project completed and in staff review.</li> <li>• Private property costs confirmed; property owner meeting being planned for mid-September.</li> </ul>
2.4 Address Gaps in housing to meet the needs of the community.	<ul style="list-style-type: none"> <li>• Carver Flats multi-family construction near Heritage Ridge underway.</li> <li>• PCD zoning updates underway to address needs for increased housing density.</li> <li>• Updates to Comp Plan Housing Chapter underway to meet WHEDA low-interest loan requirements.</li> <li>• Amendment TID 9 boundaries – in process.</li> <li>• Creation of TID 10 – 331 Bly Street for redevelopment in process.</li> <li>• Acquired land from Phoenix Investors to support Shaler Dr extension to support added housing complete; annexation in process.</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. TID 9 Amendment.</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>• Completed first year of Incubator.edu curriculum with WASD. Enrollments increasing for 25/26.</li> </ul>
2.7 Optimize TID performance.	<ul style="list-style-type: none"> <li>• Closed TID 6 to address 12% EV limitations and open up new growth opportunities.</li> </ul>

## GENERAL COMMENTS & UPDATES:

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

- Staff have worked to close a sizable deficit in the 2026 general operating budget.
- Police Overtime is running significantly higher than planned due to worker's comp and staff deployment for military service, as well as vacancies as we continue to finish field officer training for our most recent hires. Overall the budget remains inline, but we continue to monitor this closely.
- The police union has singled that they wish to move to a 12-hour shift trial for 2026. A planned discussion with the union has been delayed several times. We are currently scheduled to meet August 26<sup>th</sup>.
- We have been accepted into the Main Street Cohort program with WEDC. A group of business owners have committed to working with staff through this 10-month process to develop a plan that moves the city to Main Street status.
- Obtained a total of four encroachment agreements for the property the City acquired along Libby St from Pheonix Corporation, which permitted us to close that on time. Annexation of two of the parcels will occur in August.

### 2. Future Considerations:

- Significant progress has been made on development of an intergovernmental agreement with surrounding townships on fire service, which creates opportunity to save on capital costs for all parties. Changes in leadership with the Town of Chester have slowed progress and staff are next meeting with the new Town Chair and supervisor to review working draft and answer questions.



August 12, 2025

Dear Mayor,

It is with deepest sadness that I will need to step down from my position on the BPW Board. My health no longer allows me to continue being an active member of the board. It has been a wonderful opportunity to serve the city of Waupun. I wish you and the board all the best as you carry on your work!!

In Christ,  
Gregg Zonnefeld