



A G E N D A
CITY OF WAUPUN SPECIAL COUNCIL MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, June 24, 2025 at 5:00 PM

VIRTUAL AND TELECONFERENCE ACCESS AVAILABLE

Join Virtually:

<https://us02web.zoom.us/j/81751337789?pwd=R2V6MDhuMUthSGNsdlQvYjRybWJ1QT09>

Join Teleconference: 1 312 626 6799

Meeting ID: 817 5133 7789 * Passcode: 746846

CALL TO ORDER

ROLL CALL--Mayor to excuse any absent members

RESOLUTIONS AND ORDINANCES:

1. Ordinance to amend Ch. 8.11 entitled Orderly Conduct- Cigarette, Nicotine and Tobacco Products

BOARD/COMMITTEE/COMMISSION RECOMMENDATIONS *(Roll Call Motion)*

2. Certified Survey Map of Lands Being Located in the SE 1/4 of the SE 1/4 of Section 5, T.13N., R.15E., City of Waupun, Dodge County, Wisconsin for Phoenix Waupun Industrial Investors, LLC

DISCUSSION-REVIEW (NO ACTION)

3. Use of WASD Restricted Funds for Athletic Facility Improvements
4. Ordinance 11.025 Mobile Food Vehicles and Associated Fees
5. Ordinance Creation Restricting Rummage Sales and Regulating Junk in Zoning Districts
6. Overview of GIS Enhancements and Street Rating Tools

MAYORAL CORRESPONDENCE/PRESENTATIONS

7. Park and Recreation Month - July

CONSENT AGENDA *(Roll Call Motion)*

8. Future Meetings, License-Permit Applications, Expenses

BOARDS, COMMITTEE AND COMMISSION MEETING MINUTES

9. Board of Public Works 4-8-25
10. Utilities Commission 5-12-25
11. Board of Public Works 5-13-25
12. Police and Fire Commission 5-14-25
13. Library Board 5-21-25
14. Special Common Council 5-27-25
15. Common Council 6-10-25
16. Board of Review 6-11-25
17. Joint Review Board 6-17-25

DEPARTMENT REPORTS

18. Police Department
19. Fire Department
20. Library
21. Recreation
22. Public Works
23. Utilities

- [24.](#) Finance
- [25.](#) City Clerk-Treasurer-HR
- [26.](#) Administrator-Economic Development

BUDGET WORKSHOP

- [27.](#) 2026 Budget Workshop

CLOSED SESSION

The Waupun Common Council will adjourn in closed session under Section 19.85 (1)(e) of the WI Statutes for the purposes of:

- 28. Negotiation For Sale of City-Owned Property Located at 301 E Main Street
- 29. Negotiation For Sale of City-Owned Property Located in TID 9 and TID 7

OPEN SESSION

The Waupun Common Council will reconvene in open session under Section 19.85(2) of the WI Statutes.

ACTION FROM CLOSED SESSION

ADJOURNMENT

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



AGENDA SUMMARY SHEET

MEETING DATE: 6/24/25
AGENDA SECTION: RESOLUTIONS AND ORDINANCES
PRESENTER: Jeremy Rasch, Police Chief

TITLE: Ordinance to amend Ch. 8.11 entitled Orderly Conduct- Cigarette, Nicotine and Tobacco Products

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

ISSUE SUMMARY

Amending City ordinance to reflect the federal law change of minimum age to purchase and possess tobacco products including cigarettes, smokeless tobacco, and e-cigarettes from 18 to 21.

STAFF RECCOMENDATION:

Accept the First Reading for adoption at the July 8, 2025, Council meeting

ATTACHMENTS:

Proposed-Striked Ordinance

RECCOMENDED MOTION OPTIONS:

1. Motion to accept the first reading of the ordinance to amend Ch. 8.11 Entitled Orderly Conduct- Cigarette, Nicotine and Tobacco Products to reflect the federal law age minimum to purchase and possess tobacco products including cigarettes, smokeless tobacco, and e-cigarettes
2. Do nothing and the ordinance fails

ORDINANCE NUMBER 25-_____

AN ORDINANCE TO AMEND CHAPTER EIGHT OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN ENTITLED
"ORDERLY CONDUCT"

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

SECTION 1: Section 8.11 of the Waupun Municipal code entitled "Cigarette, Nicotine and Tobacco Products" is amended as follows:

8.11 - CIGARETTE, **ELECTRONIC VAPING DEVICES**, NICOTINE AND TOBACCO PRODUCTS.

- (1) No person under **18-21** years of age may purchase, attempt to purchase or possess any cigarette, , **electronic vaping device**, nicotine product or tobacco product, except as specifically provided in subsection (2) below.
- (2) A person under **18-21** years of age may purchase or possess cigarettes, **electronic vaping device**, nicotine products or tobacco products for the sole purpose of resale in the course of employment during his or her working hours if employed by a retailer licensed under §134.65(1), Wis. Stats.
- (3) No person under **18-21** years of age may falsely represent his or her age for the purpose of receiving any cigarette, **electronic vaping device**, nicotine product or tobacco product.
- (4) No person may purchase any cigarette, **electronic vaping device**, nicotine product or tobacco product on behalf of, or to provide to, any person who is under **18-21** years of age, except as specifically provided under subsection (2) above.
- (5) A law enforcement officer shall seize any cigarette, **electronic vaping device**, nicotine product or tobacco product that is in the possession of a person under **18-21** years of age, except as specifically provided under subsection (2) above.
- (6) ~~The definitions of cigarette, nicotine product and tobacco product shall have the same meanings as set forth in Wis. Stats. §134.66(1).~~ In this ordinance, the following definitions shall apply:
 - (a) ~~The definitions of cigarette, nicotine product and tobacco product shall have the same meanings as set forth in Wis. Stat. s. 134.66(1).~~
 - (b) ~~The definition of "electronic vaping device" shall have the same meaning as set forth in Wis. Stat. s. 134.65(b). For the purpose of clarification, an electronic vaping device includes, but is not limited to, devices manufactured, marketed, or sold as e-cigarettes, e-cigars, vape pens, mods, tank systems, or under any other product name or descriptor, and includes any component part of a product, whether or not marketed or sold separately.~~
- (7) ~~Except as otherwise provided, the penalty for violation of any provision of this section shall be the penalty provided in 18.04 of this Municipal Code and as established by the municipal fee schedule established by the Waupun Common Council. Each violation and each day a violation continues shall constitute a separate offense. This section shall not preclude the City from maintaining any appropriate action to prevent or remove a violation of this chapter.~~

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

Adopted this ____ day of ____ 2025.

Rohn W Bishop, Mayor

ATTEST:

Angela J. Hull, City Clerk/Treasurer



SHEET NO.

1 of 3

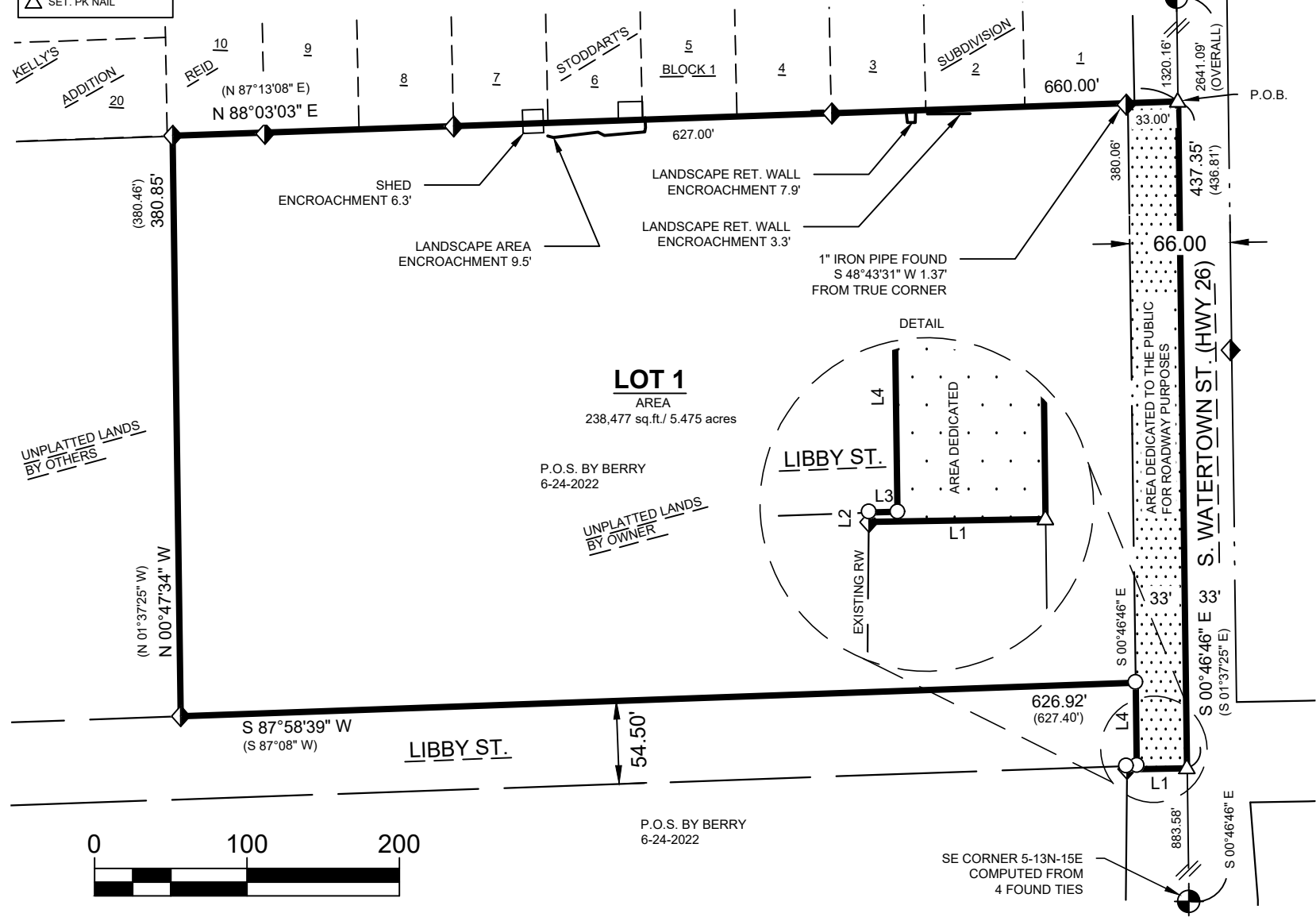
PHOENIX WAUPUN INDUSTRIAL
INVESTORS LLC

DODGE COUNTY CERTIFIED SURVEY MAP

LANDS BEING LOCATED IN THE SE 1/4 OF SECTION 5, T.13N.,
R.15E., CITY OF WAUPUN, DODGE COUNTY, WISCONSIN.

CURRENT ZONING = M2 OPEN
STORAGE/HEAVY MANUFACTURING.
SOURCE OF ZONING IS THE CITY OF
WAUPUN'S WEBPAGE.

NO.	BEARING	DISTANCE	RECORDED AS
L1	S 89°02'46" W	39.44'	S 88°12'07" W
L2	N 00°33'59" E	2.09'	S 00°16'40" E
L3	N 87°58'39" E	6.39'	N 87°08' E
L4	N 00°46'46" W	54.51'	N 01°47'53 W





SHEET NO. 2 OF 3



ENGINEERING | ARCHITECTURE | SURVEYING
FUNDING | PLANNING | ENVIRONMENTAL
201 Corporate Drive, Beaver Dam WI 53916
(920) 887-4242 www.msa-ps.com
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PROJECT NO. 212165
DRAWN BY:
SURVEYOR: T. DAVIS
FILE: PHOENIX CSM.DWG
SHEET NO. 3 OF 3

DODGE COUNTY CERTIFIED SURVEY MAP # _____

LANDS BEING LOCATED IN THE SE 1/4 OF THE SE 1/4 OF SECTION 5, T.13N., R.15E.,CITY OF WAUPUN, DODGE COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

I, representative of Phoenix Waupun Industrial Investors LLC, a Delaware limited liability company, as owner, do hereby certify that we have caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented hereon. Said owner further certifies that this Certified Survey Map is required by S.236.34, Wisconsin Statutes to be submitted to the City of Waupun for approval.

In witness whereof, representative of Phoenix Waupun Industrial Investors LLC, a Delaware limited liability company (owner), have caused these documents to be signed this

_____ day of _____, 2025.

Representative of Phoenix Waupun Industrial Investors LLC, a Delaware limited liability company (owner) PRINT

Representative of Phoenix Waupun Industrial Investors LLC, a Delaware limited liability company (owner)
SIGNATURE

State of Wisconsin) SS

_____ County) SS

Personally came before me on this ____ day of _____, 2025, the above named representative of Phoenix Waupun Industrial Investors LLC, a Delaware limited liability company (owner)., to me known to be the person who executed the foregoing instrument, and acknowledged the same.

Notary Public, _____ County, Wisconsin
My Commission Expires _____

CITY OF WAUPUN APPROVAL

This Certified Survey Map is hereby approved by the City of Waupun

Rohn Bishop, Mayor

Date

Angela Hull, Clerk/Treasurer

Date



AGENDA SUMMARY SHEET

MEETING DATE: 6/24/25
AGENDA SECTION: DISCUSSION-REVIEW
PRESENTER: Kathy Schlieve

TITLE: Use of WASD Restricted Funds for Athletic Facility Improvements

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Quality of Life	--	

ISSUE SUMMARY:

Since 2019, WASD has contributed \$15K annually for the purpose of supporting maintenance at recreation facilities that they use for athletic programming, including The Gus, McCune ball diamond, Medema Fields and the Recreational Center. We forecast that the fund balance on this restricted account will be \$100,963 by the end of 2025 with interest earned. A total of \$16,614.46 has been expensed to the account for field mix at Medema Fields and repair to a ceiling area of the Recreational Arena. Future capital needs for all facilities include the following:

- Recreational/Ice Arena
 - Painting to areas of the building
 - Replacement / movement of two roof furnaces (\$60K)
 - Ammonia Safety System (\$250K)*
- Baseball Complex
 - Turf Replacement
 - Garbage Fencing
 - Foul Pole Painting
 - Scoreboard Lettering
- Medema Fields
 - Foul Pole Painting
 - Lettering

**City issued debt to pay for the ammonia. All roofs removed from capital plan as replacement occurred under insurance claim.*

The Gus is due for turf replacement. In our 2026 Capital Plan there is \$135K budgeted for this purpose with these restricted funds paying for that. Since the Fund will not have adequate reserves to support the budgeted amount, we have had conversations with the baseball program and are recommending release of a maximum of \$80K to support needed turf replacement. The work needs to be done over the fall to have the playing surface ready for 2026 programming.

STAFF RECOMENDATION:

We will bring a resolution reflecting the direction established by this body to the next council meeting.

ATTACHMENTS:

RECOMENDED MOTION:

N/A



AGENDA SUMMARY SHEET

MEETING DATE: 6/24/25

TITLE: Ordinance 11.025 Mobile Food Vehicles and Associated Fees

AGENDA SECTION: DISCUSSION-REVIEW

PRESENTER: Kathy Schlieve

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

ISSUE SUMMARY:

In fall of 2024 City Ordinance 11.025 Mobile Food Vehicles was adopted. Since that time we have received feedback on the ordinance, including challenges was parking regulations, distance requirements from operating restaurants, and the need for a daily/event fee vs. an annual pass. The ordinance is attached, and this will be a general discussion to determine if revisions are needed/appropriate at this time.

STAFF RECOMENDATION:

ATTACHMENTS:

City Ordinance 11.025

RECOMENDED MOTION:

N/A

11.025 MOBILE FOOD VEHICLE VENDORS.

- (1) DEFINITIONS. The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:
- (a) MOBILE FOOD VEHICLE: A restaurant or mobile food establishment where food is served or sold from a movable vehicle, trailer or cart which periodically or continuously changes location.
 - (b) MOBILE: The state of being active, but not necessarily continuous movement.
 - (c) EDIBLE GOODS: shall include but are not limited to:
 - 1. Prepackaged and prepared food including, but not limited to, ice cream, hot dogs, desserts, and pizza.
 - 2. On-site prepared food including, but not limited to, shaved ice, sandwiches, and tacos.
 - (d) MOBILE FOOD VEHICLE VENDOR: The registered owner of a Mobile Food Vehicle or the owner's agent or employee, or any business which sells Edible Goods from a Mobile Food Vehicle within the city.
 - (e) SELL: The act of exchanging a good for profit or in return for a donation.
 - (f) VEHICLE: Any motor vehicle or trailer as defined by Wisconsin State Statute. "Vehicle" shall also include any bicycle or other self-propelled device.
 - (g) VEND: To sell or to transfer the ownership of an article to another for a price in money.
- (2) RESTRICTIONS.
- (a) It shall be unlawful for any person to do any of the following within a public right-of-way or public property in the City of Waupun without first having obtained a valid Mobile Food Vehicle Vendor license as prescribed in this article:
 - 1. Operate a Mobile Food Vehicle;
 - 2. Serve, sell, or distribute food from a Mobile Food Vehicle;
 - 3. Cook, wrap, package, process, or portion food in a Mobile Food Vehicle for service, sale, or distribution.
 - (b) No person shall park, stop, or operate a Mobile Food Vehicle, nor shall any Mobile Food Vehicle Vendor permit any person to park, stop or operate a Mobile Food Vehicle in a location adjacent to or within a 100-foot radius of the nearest edge of any building or section of a building comprising a licensed food establishment, excluding any patio, awning, or temporary enclosure attached thereto, the kitchen of which is open for serving food to patrons. This requirement may be waived if the most recent application for a Mobile Food Vendor license was submitted together with the written consent of the proprietor of the adjacent licensed food establishment.
 - (c) All Mobile Food Vehicle Vendors shall abide by all parking and traffic laws, ordinances, statutes, rules, and regulations at all times.
 - 1. Designated spaces in the Downtown Central Business District Food Truck Alley will be utilized on a first-come-first reserved basis. When designated food truck spaces are full, vendors may park on Main Street from Carrington to Drummond Streets, and Madison Street from Jefferson to Franklin Streets subject to compliance with parking regulations. The 2-hour parking restriction will be strictly enforced. Vendors that violate the 2-hour restriction will not receive warning prior to being cited.

-
2. No person shall park, stop, or operate a Mobile Food Vehicle, nor shall any Mobile Food Vehicle Vendor permit any person to park, stop or operate a Mobile Food Vehicle in a location within 500 feet of the boundary line of any property upon which a fair, farmer's market, festival, carnival, circus, special event, or civic event licensed or sanctioned by the city is occurring, except when the vendor has obtained a permit or otherwise properly obtained permission to do so.
- (d) A person with a valid driver's license of such a classification to allow the operation of the Mobile Food Vehicle shall be with the Mobile Food Vehicle at all times that any activity is taking place in the Mobile Food Vehicle. The Mobile Food Vehicle Vendor is liable for any violation of this subsection.
 - (e) All signage must be permanently affixed to the Mobile Food Vehicle. No accessory signage shall be placed outside or around the Mobile Food Vehicle.
 - (f) A Mobile Food Vehicle Vendor may vend, sell, or dispose of goods, wares, or merchandise in the city between the hours of 6:00 a.m. to 9:00 p.m. (Sunday through Thursday) and from 6:00 a.m. to 10:00 p.m. (Friday and Saturday). Mobile Food Vehicles must be closed, the area cleaned, including garbage removal, and the Mobile Food Vehicle removed by the time specified.
 - (g) Mobile Food Vehicle vending hours are not restricted on private property locations.
 - (h) A Mobile Food Vehicle Vendor licensee shall keep the premises in a clean and sanitary condition.
 - (i) Nothing in this article shall be deemed to supersede or repeal any ordinance relating to noise, park closing hours, or parking, except as specifically provided in this article. Mobile Food Vehicle Vendors shall take every precaution to ensure that their operation does not materially affect the peace and welfare of the general public nor cause any unreasonably loud, disturbing and unnecessary noise or any noise of such character, intensity or duration as to be detrimental to the life or health of any individual or which is in the disturbance of public peace and welfare.
 - (j) All business activity relating to the Mobile Food Vehicle in the public right-of-way shall be conducted from the curbside of the Mobile Food Vehicle at all times.
 - (k) No food service shall be prepared, sold, or displayed outside the Mobile Food Vehicle.
 - (l) No person shall provide or allow any dining area to the Mobile Food Vehicle, including but not limited to, tables, chairs, booths, stools, benches, or stand up counters.
- (3) LICENSE REQUIRED; APPLICATION; REGULATION.
- (a) Any person desiring to operate a Mobile Food Vehicle shall make a written application for a Mobile Food Vehicle Vendor license to the city clerk's office. The application for such license shall be on forms provided by the city clerk's office and shall include the following:
 1. The name, signature, and address of each applicant and of each member or officer of a corporate applicant.
 2. A description, including make, model, and license plate of the Mobile Food Vehicle.
 3. A valid copy of all necessary licenses, permits or certificates required by either Dodge County or Fond du Lac County, the State of Wisconsin, or any subsidiary enforcement agencies or departments thereof, including but not limited to valid proof of registration for the Mobile Food Vehicle and driver's license for all operators and employees.
 4. A signed statement that the Mobile Food Vehicle Vendor shall hold harmless the city and its officers and employees and shall indemnify and hold harmless the city and its officers and employees for any claims for damage to property or injury to persons which may be occasioned by any activity carried on under the terms of the license. The Mobile Food Vehicle Vendor shall furnish and maintain such liability insurance as will protect the Mobile Food Vehicle Vendor and

the city from all claims for damage to property or bodily injury, including death, which may arise from the operations under the license or in connection therewith. Such insurance shall provide coverage of not less than \$1,000,000.00 per occurrence. The City of Waupun must be named as an additional insured and a copy of the Certificate of Liability Insurance provided with the annual application. The policy shall further provide that it may not be canceled except upon 30 days written notice served upon the city clerk. A license issued pursuant to the provisions of this section shall be invalid at any time the insurance required herein is not maintained and evidence of continuing coverage is not filed with the city clerk.

5. Any additional information deemed necessary by the city clerk to determine if issuance of a Mobile Food Vehicle Vending license to a particular applicant would be in the best interest of the public.
- (b) Upon receipt of an application for a Mobile Food Vehicle Vendor license, the clerk or appropriate department may conduct a background check.
 - (c) Each Mobile Food Vehicle Vendor license shall expire on December 31st of each year and the fee will not be prorated.
 - (d) All Mobile Food Vehicle Vendors licensed under this section shall pay an annual license fee as determined by the Common Council and listed on the official fee schedule.
 - (e) Upon renewal of license, each applicant must provide a new application, a renewal fee as set on the fee schedule, and any new permitting documentation upon the license renewal.
 - (f) A Mobile Food Vehicle Vendor license is not transferable from person to person or business to business.
 - (g) A Mobile Food Vehicle Vendor license is valid for one Mobile Food Vehicle only.
 - (h) The Mobile Food Vehicle Vendor license shall be permanently and prominently affixed to the Mobile Food Vehicle.
 - (i) Each and every vendor will at all times keep a "measuring wheel or measuring tape" with a measuring capacity of no less than 200 feet on the Mobile Food Vehicle. The measuring wheel or tape will be available for use by any person operating or working on the Mobile Food Vehicle and by any police officer or other municipal official tasked with enforcing the provisions of this article.
 - (j) Mobile Food Vehicles are not permitted on public sidewalks.
 - (k) Mobile Food Vehicle Vendors are allowed in City parking lots only as a part of an approved special event application or upon approval by the City Clerk or their designee. Mobile Food Vehicle Vendors are allowed adjacent to or within City parks, but shall not park, stop, or operate a Mobile Food Vehicle, nor permit any person to park, stop, or operate a Mobile Food Vehicle in a location to or within a 200-foot radius of the nearest edge of any building or section of a building located in a City park that sells food or beverage.
 - (l) The mobile food establishment will be required to be inspected by the City of Waupun fire department for the purpose of ascertaining and causing to be corrected any conditions or any violations of any law or ordinance related to fire and life safety hazards. The mobile food establishment shall pay any applicable inspection fee for this inspection. The City of Waupun Fire Department shall also have the right to conduct on-site inspections when the mobile food vehicle is operational. A certificate of Compliance shall be permanently and prominently affixed to the mobile food vehicle.
- (4) VEHICLE REGULATIONS.
- (a) Any Mobile Food Vehicle must be designed and constructed specifically for the purpose of vending food.

-
- (b) Amplified music or sounds from any Mobile Food Vehicle on public property is not allowed.
 - (c) All Mobile Food Vehicle Vendors shall be entirely self-contained in regard to gas, water, electricity, and equipment(s) required for the operation of the Mobile Food Vehicle.
 - (d) All Mobile Food Vehicles must have valid license plates and registration as provided by Wisconsin State Statutes.
 - (e) No Mobile Food Vehicle may violate any traffic or parking statute or ordinance.
 - (f) No flashing or blinking lights, or strobe lights are allowed on a Mobile Food Vehicle or related signage when the establishment is parked and engaged in serving customers.
 - (g) All Mobile Food Vehicles shall comply with all Federal, State, and local regulations regarding vehicle size requirements.
 - (h) All Mobile Food Vehicle Vendors are prohibited from connecting to light poles, utility poles, or any public source of electricity, water or sewer, or to any planter or tree or other public amenity. Authorization to use City utilities in City parks may be granted by the Director of Public Works and will be required to pay an additional fee as listed on the fee schedule.
- (5) SUSPENSION AND REVOCATION.
- (a) Nothing in this Code shall be deemed to supersede or repeal any ordinance relating to noise, park closing hours, or parking, except as specifically provided in the article. Mobile Food Vehicle Vendors will take every precaution to ensure that their operations do not materially affect the peace and welfare of the general public nor cause any unreasonably loud, disturbing and unnecessary noise or any noise of such character, intensity or duration as to be detrimental to the life or health of any individual or which is in the disturbance of public peace and welfare.

(Ord. No. 24-009, § 2, 9-10-2024)



AGENDA SUMMARY SHEET

MEETING DATE: 6/24/25
AGENDA SECTION: DISCUSSION-REVIEW
PRESENTER: Kathy Schlieve

TITLE: Ordinance Creation Restricting Rummage Sales and Regulating Junk in Zoning Districts

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

ISSUE SUMMARY:

We have received complaints on residential properties keeping junk and holding perpetual rummage/garage sales. After researching, a number of communities in WI regulate the number of days that garage sales may be held annually. Additionally, in research we uncovered a number of additional ordinance considerations specific to regulating the keeping of junk on residential properties as well as fencing requirements in all districts where outside storage is occurring. This is a general discussion to obtain direction before time is invested in ordinance creation.

STAFF RECOMENDATION:

We will draft ordinance based on direction received and schedule any required public hearings

ATTACHMENTS:

Example Ordinance Language

RECOMENDED MOTION:

N/A

Chapter 5.10 RUMMAGE OR GARAGE SALES

Sections:

5.10.010 Regulations.

- (a) Rummage or garage sales shall be limited to a specific time not exceeding four days.
- (b) The products to be displayed for sale at a garage or rummage sale shall not be stored or displayed closer than five feet from the street line or sidewalk as the case may be.
- (c) Signs advertising such sale shall not be erected on property other than the premises of sale without permission of the owner of such other property; this restriction includes public property.
- (d) Signs advertising such sale shall be no larger than sixteen inches by twenty-four inches and must not be displayed more than one day prior to sale off-site and three days prior to sale on-site.
- (e) Person or persons responsible for such sales in other than a B-1 district may not collect a commission or other charge for items sold. This section shall not be interpreted to restrict legitimate auction sales.
- (f) One or more families may join together for a common sale in one location, provided a charge is not made for the use of the property where the sale is held.
- (g) Each property is restricted to no more than three rummage sales, three consecutive days, in any twelve-month period.

(Ord. 1457 §1, 2000; Ord. 810 §1(part), 1974).

5.10.020 Penalty.

Any person, firm or corporation that violates any of the provisions of this chapter shall be subject to a penalty of not less than twenty-five dollars nor more than two hundred fifty dollars for the first offense, and for the second and subsequent offenses not less than fifty dollars nor more than two hundred fifty dollars. Each day's violation of the provisions of this chapter constitutes a separate offense.

(Ord. 983 §6, 1982).

§ 720-16Outdoor storage. (Fond du Lac)

[Amended 4-25-2018 by Ord. No. 3663]

The open storage of junk, refuse, scrap, or disabled or damaged motor vehicles, whether awaiting repair or not, is prohibited in all zoning districts. The enclosed outdoor storage of materials, inventory, equipment and vehicles, when permitted within a zoning district and accessory to a permitted use, should be completely surrounded by a solid fence or wall which effectively obscures vision of the storage from adjacent properties and public rights-of-way. Fence location, height, design, and materials should be as specified by this chapter.

Horicon - What is the ordinance for Outside Storage prohibit?

Ordinance 13-1-142 states that no manure, rubbish, salvage material or miscellaneous refuse may be stored within any residential district when the same may be construed as a menace to the public health or safety or may be held to have a depressing influence upon property values in the area. Junk shall be placed in junkyards only.

§ 600-99Outside storage.

No manure, rubbish, salvage material or miscellaneous refuse may be stored within any residential district when the same may be construed as a menace to the public health or safety or may be held to have a depressing influence upon property values in the area. Junk shall be placed in junkyards only.

§ 424-19Storage of junk regulated.

No person shall store junked or discarded property including automobiles, automobile parts, trucks, tractors, refrigerators, furnaces, washing machines, stoves, machinery or machinery parts, wood, bricks, cement blocks or other unsightly debris which substantially depreciates property values in the neighborhood except or upon permit issued by the Common Council. The Chief of Police or Building Inspector may require by written order any premises violating this section to be put in compliance within the time specified in such order and, if the order is not complied with, may have the premises put in compliance and the cost thereof assessed as a special tax against the property.

CHAPTER 9: FLEA MARKETS; GARAGE SALES

Section

7-9-1 Regulation of flea markets

7-9-2 Regulation of garage sales

§ 7-9-1 REGULATION OF FLEA MARKETS.

(a) *Definitions.* For the purpose of this section, the following definitions shall apply unless the context clearly indicates, or requires, a different meaning.

COMMON USE STRUCTURE. A non-permanent structure allowed to be commonly used by sellers/vendors and the public such as tents, restrooms, and concessions.

FLEA MARKET. A market, held indoors or out of doors, where new or used items are sold in a common area from individual locations by independent sellers, with each location being operated independently from the other locations. Items are sold from stands, tables, or booths within a common area including, but are not limited to, household items, antiques, rare items, decorations, used books, and magazines.

FLEA MARKET SELLER/VENDOR. A person, firm, or corporation selling items or offering items for sale at a flea market.

FLEA MARKET OPERATOR. A person, firm, or corporation licensed by the village to make available a designated property to himself or herself, or itself or others, as a display area offering items for sale at a flea market.

MARKET. A market held on private property where goods are sold to the public.

(b) *Location restriction.* A flea market may be operated outside or inside in Commercial or Industrial Zoned Districts. If inside, a permanent structure or accessory building must comply with Village Uniform Dwelling Codes or State Commercial Codes. The structure must also provide suitable restroom facilities, and parking in accordance with village parking codes. If outside (open-air), no sales accessories, displays, or items used for sales by flea market sellers/vendors may be located on the premises in view of the general public earlier than four hours prior to the opening of the first consecutive day of flea market operations, nor later than two hours following the close of operation on the last consecutive day of flea market operations. No common use structures may be located on the premises in view of the general public earlier than noon preceding the first consecutive day of flea market operations, nor later than noon of the day following the last consecutive day of flea market operations. Outside sales must provide suitable portable restroom facilities, and adequate on-site parking to safely accommodate customers without the use of on-street parking on any public road or right-of-way. Parking provisions must comply with any applicable village parking codes.

(c) *Grounds kept.* Any materials including sales tables, shelters, portable restrooms, and sales accessories must be stored in an orderly fashion out of the view of the general public when not in use. Grounds must be kept free of trash and litter at all times. The flea market operator shall be responsible for compliance of all provisions of this section, and shall have the right to remove non-compliant properties of the sellers.

(d) *Frequency of sales.* No flea market held outside shall operate more than three consecutive days with a minimum of a four-day period between flea market events.

(e) *License required.* No person, firm, or corporation shall operate the business of renting space or allocating space to flea market sellers without first obtaining a license therefor from the Village Board. Applications for license shall be made to the Village Administrator, Clerk, or highest elected official, as appropriate, on forms to be provided by the Village Administrator, Clerk, or highest elected official, as appropriate. Only one license shall be required for each flea market location, and the individual flea market sellers/vendors shall not be required to obtain a license under this section. The fee for such license shall be \$100 per year. The Village Board may restrict the license for use on certain dates and times.

(f) *Information to be filed.* The information to be filed with the Village Administrator, Clerk, or highest elected official, as appropriate, pursuant to this section, shall be as follows.

- (1) Name of the person, firm, group, corporation, association, or organization conducting said sale.
- (2) Name of the owner of the property on which said sale is to be conducted, and consent of owner if the applicant is other than owner.
- (3) Location of structure at which sale is to be conducted.
- (4) Number of days of sale.
- (5) Date and nature of any past sales.
- (6) Relationship or connection the applicant may have had with any other person, firm, group, organization, charitable/non-profit association, or corporation conducting said sale, and the date or dates of proposed or previous sales.
- (7) Whether or not the applicant has been issued any other sellers/vendors license by any local, state, or federal agency.
- (8) Sworn statement or affirmation by the person signing that the information therein given is full and true, and known by him or her to be so.

(g) *Records to be kept by licensee.* Each person required by this section to obtain a license shall keep accurate records of the names and addresses of each flea market seller, a description of the type or types of merchandise offered for sale by that seller, and records required by all state and federal laws.

(h) *Churches and non-profit organizations exempt.* Any transaction while operating a charitable organization or conducting a sale, the proceeds of which are donated to a charitable organization, are exempt from licensing and zoning requirements under this section.

(i) *More than one market.* Any person, firm, or corporation renting or allocating space to flea market sellers/vendors in more than one place of business shall be required to obtain a license for each place of business, provided that one license shall be adequate for locations that are on the same lot, adjacent lots, or lots separated only by an alley.

(j) *Unlawful transactions.* No person shall sell or offer for sale at any flea market any goods known to such person to be stolen.

(k) *Purchases from children.* No flea market seller shall purchase any used household item, antique, or used article whatsoever from any person under the age of 18 years, unless such person is accompanied by the person's parent or legal guardian.

(l) *Hours.* Flea markets held outdoors shall limit their hours of operation from 8:00 a.m. to 9:00 p.m., unless otherwise specified on the license by the Village Board at the time of issuance.

(m) *Penalty.* In addition to the suspension or revocation of a license issued under this section, any person who shall violate any provision of this section or any regulation, rule, or order made hereunder, shall be subject to a penalty as provided in § 1-1-6.

(Prior Code, § 7-9-1)

§ 7-9-2 REGULATION OF GARAGE SALES.

(a) *Definition.* For the purpose of this section, the following definitions shall apply unless the context clearly indicates, or requires, a different meaning.

GARAGE SALE. All general sales open to the public, conducted from or on a residential premises, for the purposes of disposing of personal property, including, but not limited to, all sales entitled rummage, lawn, yard, porch, room, backyard, patio, or garage sale.

PERSONAL PROPERTY. Property which is owned, utilized, and maintained, and acquired in the normal course of living in or maintaining a residence. It does not include merchandise which was purchased for resale or obtained on consignment.

(b) *License requirements.* None is required for common garage sales.

(c) *Frequency of sales; ownership of merchandise.*

(1) Garage sales, yard sales, and similar merchandise sales may be held no more than three times per year at any residence, and for a total of not more than ten days in that year. All goods offered for sale shall be household goods or personal possessions from the residence where the sale is being held or, in the case of a group sale, from the residences of the participating households. In no case shall any sales become outlets for wholesale or retail commercial sales.

(2) Any garage sales, yard sales, and similar merchandise sales by non-profit, philanthropic, or civic organizations are exempt from restrictions and requirements of this section.

(d) *Hours.* Garage sales shall be conducted between 8:00 a.m. and 8:00 p.m. Each sale shall last no longer than five consecutive days.

(e) *Signs.*

(1) Garage sale signs may not have an area more than six square feet with a maximum of two faces. Garage sale signs shall identify the location of the sale and must be located at least five feet from the street line or nearest lot line.

(2) No garage sale sign may be located on utility poles, traffic control devices, or on property or the adjoining right-of-way of property, the owner of which has not given his or her explicit permission for its location.

(3) No garage sale sign shall be displayed before two days before the sale or two days following the sale.

(4) No more than one garage sale sign may be located at the sale site and no more than six garage sale signs may be located off the site, except that two signs are permitted on corner lots, one facing each street.

(f) *Penalty.* Any person who shall violate any provision of this section or any regulation, rule, or order made hereunder, shall be subject to a penalty as provided in § 1-1-6.

(Prior Code, § 7-9-2)



AGENDA SUMMARY SHEET

MEETING DATE: 6/24/25

AGENDA SECTION: DISCUSSION-REVIEW

PRESENTER: Jeff Daane

TITLE: Overview of GIS Enhancements and Street Rating Tools

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Public Infrastructure	--	

ISSUE SUMMARY:

Significant work has been completed since last fall to move our GIS systems forward. Staff will provide an overview of work specific to management of road ratings and overview new tools that will be helpful in informing decision making.

STAFF RECOMENDATION:

ATTACHMENTS:

RECOMENDED MOTION:

N/A

July is National Park & Recreation Month

All Month - Storybook Walk from Pine Street Park to Waupun Family Aquatic Center

All Month - Park Passport - Pick up passport at the Waupun Community Center after July 1.

July 11 - Art in the Park 1-4pm Harris Mill Park & 5-7pm Downtown Greenspace 5-7pm (flyer attached)

July 18 - Rock Scavenger Hunt at Pine Street Park at 1pm

July 25 - Ice Cream Social at Wilcox Park at 1pm

Rachel Kaminski

City of Waupun Recreation Program Director

520 McKinley Street Suite A

Waupun, WI 53963

WAUPUN PARK PROGRAM PARTNERED WITH

ART IN THE PARK

IMAGINE
THAT!
ART STUDIO



FRIDAY, JULY 11

**1-4PM [AT]
HARRIS MILL PARK**

**5-7PM [AT] DOWNTOWN GREENSPACE
T-SHIRT SPIN ART
T-SHIRT PURCHASE ON-SITE
(SHIRT & 2 COLOR \$20, SHIRT & 3 COLOR \$25)**

AGENDA SUMMARY SHEET

MEETING DATE: 6/24/25

TITLE: Future Meetings, License-Permit Applications,
Expenses

AGENDA SECTION: CONSENT AGENDA

PRESENTER: Angela Hull, Clerk

FUTURE MEETINGS

Date of Council/COW Meeting	Meeting
Tuesday, July 8, 2025	Common Council
Tuesday, July 29, 2025	Committee of the Whole
Tuesday, August 12, 2025	Common Council
Tuesday, August 26, 2025	Committee of the Whole
Tuesday, September 9, 2025	Common Council
Tuesday, September 30, 2025	Committee of the Whole
Tuesday, October 14, 2025	Common Council
Tuesday, October 28, 2025	Committee of the Whole
Tuesday, November 11, 2025	Common Council
Tuesday, November 25, 2025	Committee of the Whole
Tuesday, December 9, 2025	Common Council
Tuesday, December 30, 2025	Committee of the Whole

LICENSE/PERMIT APPLICATIONS

Operator License Application: See attached listing

Chicken Permit: Brandon Kohlstedt 518 Sommerville St., Courtney Loomans 820 E Main St.

Taxi Operator: Brandan Kupisz

Temporary Class B: Waupun Fine Arts – July 3, 10, 17, 24, 31 Concerts in the Park- West End Park

Temporary Class B: Waupun Fine Arts – August 2 Arts & Craft Fair - West End Park

RECOMENDED MOTION:

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

2024-2025 Operator License Applications

LAST NAME	FIRST	MID INIT	ADDRESS	CITY/STATE/ZIP
Bell	Heidi	L	223 Williams St	Cambria, WI 53923
Bennett	Bailey	C	915 E Main St Apt 10	Waupun, WI 53963
Buege	Deborah	A	957 Wilcox St Apt 103	Waupun, WI 53963
Erwin	Danielle	E	621 E Main St	Waupun, WI 53963
Hagar	Jessica	M	27 S State St	Waupun, WI 53963
Henderson	Tammy	S	809 W Jefferson St	Waupun, WI 53963
Jones	Ashley	A	504 Morse St	Waupun, WI 53963
Kitzman	Justin	S	323 Bly St	Waupun, WI 53963
Kolter	Tylor	P	732 Ruggles St	Fond du Lac, WI 54935
Lang	Jessica	L	1032 W Lincoln St	Waupun, WI 53963
Lynn	Trevor	E	316 1/2 E Mill St	Beaver Dam, WI 53916
Meyer	Maxwell	L	718 E Jefferson St	Waupun, WI 53963
Nummerdor	Michele	K	1104 Rock Ave Apt 4	Waupun, WI 53963
Pater	Dustin	A	107 S Watertown St	Waupun, WI 53963
Riedeman	William	W	N5840 Cty Rd M	Brandon, WI 53919
Schultz	Jessica	L	605 Cochrane St	Waupun, WI 53963
Schumacher	James	A	304 Rounsiville St Apt D	Waupun, WI 53963
Scofield	Jason	S	525 Country Creek Dr. #3	Fond du Lac, WI 54935
White	Jason	R	240 N High St	Randolph WI 53956
Wuesthoff	Dustin	J	215 E State St	Fox Lake, WI 53933

2025-2026 Operator License Applications

Ballard	Elizabeth	G	523 Bronson St	Waupun WI 53963
Bell	Heidi	L	223 Williams St	Cambria WI 53923
Bennett	Bailey	C	915 E Main St Apt 10	Waupun WI 53963
Brennan	Cade	c	1004 Church St	Waupun WI 53963
Buege	Deborah	A	957 Wilcox St Apt 103	Waupun WI 53963
Chambers	Richard	E	721 W Lincoln St Apt 2	Waupun WI 53963
Ellcey	Kandace	L	225 Walker St	Waupun WI 53963
Erwin	Danielle	E	621 E Main St	Waupun WI 53963
Frank	Caleb	G	547 E Washington St	Brandon WI 53919
Gitzel	Mark	L	511 Morse St	Waupun WI 53963
Gorr	Kari	A	207 E State St	Fox Lake WI 53933
Grande	Peter	D	208 Mill St	Fox Lake WI 53933
Grant	Elizabeth	M	302 Grandview Ave	Waupun WI 53963
Haefemeyer	Susan	J	916 Rock Ave	Waupun WI 53963
Hagar	Jessica	M	27 S State St	Waupun WI 53963
Harmsen	Adrian	J	N2990 Savage Rd	Waupun WI 53963
Harmsen	Jayne	R	N2990 Savage Rd	Waupun WI 53963
Hartel	Josefina		510 W Brown St	Waupun WI 53963
Heeringa	Angela	R	911 W Brown St	Waupun WI 53963
Henderson	Tammy	S	809 W Jefferson St	Waupun WI 53963
Herringa	Jody	L	347 Fond du Lac St	Waupun WI 53963
Jones	Ashley	A	504 Morse St	Waupun WI 53963
Kitzman	Justin	S	323 Bly St	Waupun WI 53963

Koehler	Casey	J	225 Hawthorne Dr.	Waupun, WI 53963
Kolter	Tylor	P	732 Ruggles St	Fond du Lac, WI 54935
Koopikka	Katlyn	R	241 S Madison St Apt 206	Waupun WI 53963
Krohn	Cade	D	200 N Madison St	Waupun WI 53963
Lang	Jessica	L	1032 W Lincoln St	Waupun WI 53963
Lange	Kaleb	D	W7237 Cty Rd C	Burnett WI 53922
Larson	Wanda	J	W10605 Blackhawk Tr	Fox Lake WI 53933
Lewis	Malena	C	503 S Grove St	Waupun WI 53963
Lindberg	Lindsey	M	1 Wilcox Ct	Waupun WI 53963
Lynn	Trevor	E	316 1/2 E Mill St	Beaver Dam, WI 53916
McGinnis	Riley	L	30 W Franklin St	Waupun WI 53963
Meyer	Maxwell	L	718 E Jefferson St	Waupun WI 53963
Michels	Madelyn	L	W2870 Carter Rd	Markesan WI 53946
Navis	Connie	F	510 Morse St	Waupun WI 53963
Neuman	Shyenne	A	1013 Rock Ave	Waupun WI 53963
Nummerdor	Michele	K	1104 Rock Ave Apt 4	Waupun WI 53963
Olson	Nathan	A	619 Park St	Waupun WI 53963
Pater	Dustin	A	107 S Watertown St	Waupun WI 53963
Podoll	Lola	E	27 Burchard Ave	Mayville WI 53050
Poindexter	Kellee	K	712 W Jefferson St	Waupun WI 53963
Rank	Ann	M	W12040 Cty Rd G	Randolph WI 53956
Riedeman	William	W	N5840 Cty Rd M	Brandon WI 53919
Schlieve	Katlin	M	N3644 Heideman Rd	Waupun WI 53963
Schumacher	James	A	304 Rounsville St Apt D	Waupun WI 53963
Schumacher	Christie	L	607 E Franklin St	Waupun WI 53963
Scofield	Jason	S	525 Country Creek Dr. #3	Fond du Lac, WI 54935
Slattery	Keira	J	310 E Franklin St	Waupun WI 53963
Springer	Pamela	M	N10275 Dairy Rd B	Mayville WI 53050
Steldt	Tammi	L	N11891 Cty Rd AY	Brownsville WI 53006
TerBeest	Marjean	S	1024 Maple Ave	Waupun WI 53963
Voskuil	Mary Beth		235 Pleasant Ave	Waupun WI 53963
White	Jason	R	240 N High St	Randolph WI 53956
Wilcox	Annessa	K	W6254 Park Dr	Burnett WI 53922
Wilson	Christoph	P	162 E Bank St	Fond du Lac, WI 54935
Wuesthoff	Dustin	J	215 E State St	Fox Lake WI 53933
Yagler	Amanda	L	131 Young St	Waupun WI 53963
Zich	Jamie	T	720 Tulip Ln	Waupun WI 53963

Report Criteria:

Report type: Summary

Invoice.Batch = "060625","06162025","062425"

Check Issue Date	Check Number	Payee	Amount
06/06/2025	110099	LYLE HULL & SON EQUIPMENT LLC	1,050.00
06/16/2025	110119	FDL COUNTY REGISTER OF DEEDS	232.50
06/16/2025	110120	GUARANTY TITLE SERVICES INC	711.00
06/16/2025	110121	JC IMPROVEMENTS LLC	66,342.57
06/19/2025	110122	A - DEAN ENTERPRISES LLC	212.50
06/19/2025	110123	AIR ONE EQUIPMENT INC	169.00
06/19/2025	110124	AIRGAS USA LLC	665.30
06/19/2025	110125	ALLIANT ENERGY/WP&L	668.67
06/19/2025	110126	AMAZON CAPITAL SERVICES	1,485.76
06/19/2025	110127	APPLIED CONCEPTS INC	3,281.00
06/19/2025	110128	ASC PUMPING EQUIPMENT INC	5,185.00
06/19/2025	110129	AT&T MOBILITY	1,495.99
06/19/2025	110130	BADGER PEST CONTROL	80.00
06/19/2025	110131	BISHOP, ROHN	160.00
06/19/2025	110132	BOUND TREE MEDICAL LLC	27.52
06/19/2025	110133	BROWN CAB SERVICE INC	12,269.92
06/19/2025	110134	CAREW CONCRETE & SUPPLY INC	1,258.00
06/19/2025	110135	CHARTER COMMUNICATIONS	952.57
06/19/2025	110136	CHRIST APPRAISAL SERVICE INC	700.00
06/19/2025	110137	COBAN TECHNOLOGIES INC	105.00
06/19/2025	110138	DEER CREEK TECHNOLOGIES LLC	424.80
06/19/2025	110139	DESTINATION LAKE WINNEBAGO RE	15,120.91
06/19/2025	110140	DODGE COUNTY REGISTER OF DEED	30.00
06/19/2025	110141	FOND DU LAC COUNTY	5,967.04
06/19/2025	110142	FOX COMPUTER & NETWORKING INC	50.00
06/19/2025	110143	GORDON FLESCH CO INC	176.68
06/19/2025	110144	GOVERNMENT FORMS AND SUPPLIE	544.80
06/19/2025	110145	GYSBERS JEWELRY	389.98
06/19/2025	110146	HAWKINS INC	6,631.08
06/19/2025	110147	HOLIDAY WHOLESALE	2,042.65
06/19/2025	110148	INSIGHT FS	27.88
06/19/2025	110149	KARTECHNER BROTHERS LLC	570.12
06/19/2025	110150	KATHY'S KUSTOM EMBROIDERY	762.00
06/19/2025	110151	L&S ELECTRIC INC	225.00
06/19/2025	110152	LAPPEN SECURITY PRODUCTS	350.00
06/19/2025	110153	LARSON TRUCKING INC	434.78
06/19/2025	110154	LIFESTAR EMERGENCY MEDICAL	4,640.00
06/19/2025	110155	LINCOLN CONTRACTORS	318.78
06/19/2025	110156	MARCO TECHNOLOGIES LLC	163.91
06/19/2025	110157	MENARDS - BEAVER DAM	694.42
06/19/2025	110158	MORaine PARK TECHNICAL COLLEG	160.00
06/19/2025	110159	MSA PROFESSIONAL SERVICES INC	1,900.00
06/19/2025	110160	NAPA AUTO PARTS-WAUPUN	404.00
06/19/2025	110161	NEUMAN POOLS INC	92.12
06/19/2025	110162	O'REILLY AUTOMOTIVE INC	256.45
06/19/2025	110163	PITNEY BOWES GLOBAL FINANCIAL S	168.24
06/19/2025	110164	RENNERTS	338.01
06/19/2025	110165	SABEL MECHANICAL	926.27
06/19/2025	110166	SCHNELL, ADAM	278.42

Check Issue Date	Check Number	Payee	Amount
06/19/2025	110167	SHERWIN WILLIAMS	1,302.50
06/19/2025	110168	SIRCHIE ACQUISITION COMPANY LLC	200.59
06/19/2025	110169	SSM HEALTH AT WORK	6,602.24
06/19/2025	110170	SSM HEALTH LABORATORIES	40.00
06/19/2025	110171	STRYKER SALES LLC	19,113.63
06/19/2025	110172	TIMOTHY S HAMMES	145.00
06/19/2025	110173	TOP PACK DEFENSE	169.37
06/19/2025	110174	TRACTOR SUPPLY CREDIT PLAN	445.96
06/19/2025	110175	TRAFFIC & PARKING CONTROL CO	1,420.00
06/19/2025	110176	VON BRIESEN & ROPER, S.C.	2,591.50
06/19/2025	110177	WAUPUN UTILITIES	31,317.32
06/19/2025	110178	WI DEPT OF TRANSPORTATION	1,538.99
06/19/2025	110179	WI EMERGENCY MANAGEMENT SYST	600.00
06/19/2025	110180	YMCA OF DODGE COUNTY	5,824.83
Grand Totals:			212,452.57

Report Criteria:

Report type: Summary

Invoice.Batch = "060625","06162025","062425"

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

Invoice.Batch = "060625","06162025","062425"

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
A - DEAN ENTERPRISES LLC						
A - DEAN ENTERPRISES LLC	PINE STREET PARK PORT A POTTY 5/19/25 - 6/15/25	06/19/2025	I6370	100-20-5525-3-38	212.50	212.50
Total A - DEAN ENTERPRISES LLC:						212.50
AIR ONE EQUIPMENT INC						
AIR ONE EQUIPMENT INC	FITTING CAP	06/19/2025	222254	100-50-5244-3-38	169.00	169.00
Total AIR ONE EQUIPMENT INC:						169.00
AIRGAS USA LLC						
AIRGAS USA LLC	OXYGEN RENTAL - FD	06/19/2025	5516491644	100-50-5230-3-38	25.50	25.50
AIRGAS USA LLC	POOL CHEMICALS	06/19/2025	5516503998	100-20-5523-3-40	639.80	639.80
Total AIRGAS USA LLC:						665.30
ALLIANT ENERGY/WP&L						
ALLIANT ENERGY/WP&L	CITY HALL MONTHLY FUEL CHARGES -MAY 2025	06/19/2025	1780510000-	100-70-5410-3-32	56.71	56.71
ALLIANT ENERGY/WP&L	GARAGE MONTHLY FUEL - MAY 2025	06/19/2025	3264610000-	100-70-5412-3-32	106.82	106.82
ALLIANT ENERGY/WP&L	AQUATIC CENTER - MAY 2025	06/19/2025	5374620000-	100-20-5523-3-32	89.67	89.67
ALLIANT ENERGY/WP&L	SENIOR CENTER - MAY 2025	06/19/2025	7255200000-	100-20-5513-3-32	17.22	17.22
ALLIANT ENERGY/WP&L	MUSEUM MONTHLY FUEL CHARGE - MAY 2025	06/19/2025	3425110000-M	100-20-5512-3-32	17.82	17.82
ALLIANT ENERGY/WP&L	COMMUNITY CENTER - MAY 2025	08/19/2025	1400782235-	100-20-5511-3-32	206.51	206.51
ALLIANT ENERGY/WP&L	FIRE DEPT - MONTHLY FUEL CHARGES - MAY 2025	06/19/2025	5946940000	100-50-5244-3-32	96.45	96.45
ALLIANT ENERGY/WP&L	ICE ARENA MONTHLY FUEL- MAY 2025 - CITY	06/19/2025	2831330000-	100-70-5410-3-32	77.47	77.47
Total ALLIANT ENERGY/WP&L:						668.67
AMAZON CAPITAL SERVICES						
AMAZON CAPITAL SERVICES	BREAKROOM SUPPLIES - COFFEE	06/19/2025	11NV-CN4Y-G	100-10-5110-3-38	40.58	40.58
AMAZON CAPITAL SERVICES	CARDSTOCK - BUILDING INSPECTOR	06/19/2025	11PV-RTQT-9	230-30-5241-3-30	18.49	18.49
AMAZON CAPITAL SERVICES	BIKE RODEO - DRAW STRING BAGS	06/19/2025	1WXY-TFDR-J	220-40-5214-3-38	106.91	106.91
AMAZON CAPITAL SERVICES	BREAKROOM SUPPLIES	06/19/2025	1KJX-W913-K	100-10-5110-3-38	48.85	48.85
AMAZON CAPITAL SERVICES	SPRAY TIP - PAINTER	06/19/2025	1FGJ-FTVH-K	100-70-5411-3-36	31.05	31.05
AMAZON CAPITAL SERVICES	HAND DRYER - HARRIS MILL PARK - MENS BATHROOM	06/19/2025	1KWD-JMLX-L	100-20-5525-3-36	508.25	508.25
AMAZON CAPITAL SERVICES	CARBURATOR/FUEL PUMP - UTV - 901	06/19/2025	1XQN-NX14-	100-70-5411-3-36	26.99	26.99
AMAZON CAPITAL SERVICES	CELL PHONE ACCESSORIES	06/19/2025	1V41-6V9D-L1	100-70-5420-3-31	86.81	86.81
AMAZON CAPITAL SERVICES	CELL PHONE ACCESSORIES	06/19/2025	17PL-41K9-M	100-70-5420-3-31	29.99	29.99
AMAZON CAPITAL SERVICES	BATTERIES FOR SHOP TOOLS	06/19/2025	1V41-6V9D-Y	100-70-5411-3-38	229.00	229.00
AMAZON CAPITAL SERVICES	CANOPY LIGHTS - PARK BATHROOMS LIGHTS	06/19/2025	19H3-69XV-7	100-20-5525-3-36	269.98	269.98
AMAZON CAPITAL SERVICES	PARK PROGRAM KICK-OFF EVENT	06/19/2025	1RGF-6QKP-T	100-20-5525-3-39	88.86	88.86
Total AMAZON CAPITAL SERVICES:						1,485.76
APPLIED CONCEPTS INC						
APPLIED CONCEPTS INC	SQUAD RADAR UNIT	06/19/2025	459027	410-40-5211-4-00	3,281.00	3,281.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total APPLIED CONCEPTS INC:						3,281.00
ASC PUMPING EQUIPMENT INC						
ASC PUMPING EQUIPMENT INC	PARTS/SUPPLIES - REPAIR POOL SLIDE PUMP - AQUATIC CENTER	06/19/2025	INV009340	100-20-5523-3-36	5,185.00	5,185.00
Total ASC PUMPING EQUIPMENT INC:						5,185.00
AT&T MOBILITY						
AT&T MOBILITY	FIRSTNET MOBILE AIRCARDS - APR 24-MAY 23 2025 FIRE ADM	06/19/2025	APR24-MAY23	100-50-5244-3-31	298.11	298.11
AT&T MOBILITY	FIRSTNET MOBILE AIRCARDS - APR 24 - MAY 23 - PD	06/19/2025	287307537700	100-40-5211-3-31	1,197.88	1,197.88
Total AT&T MOBILITY:						1,495.99
BADGER PEST CONTROL						
BADGER PEST CONTROL	PEST CONTROL COMMUNITY CENTER	06/19/2025	21610	100-20-5511-3-36	80.00	80.00
Total BADGER PEST CONTROL:						80.00
BISHOP, ROHN						
BISHOP, ROHN	MAY SQUAD DETAILS	06/19/2025	6-1-25	100-40-5212-3-36	160.00	160.00
Total BISHOP, ROHN:						160.00
BOUND TREE MEDICAL LLC						
BOUND TREE MEDICAL LLC	BLOOD GLUCOSE TEST STRIPS	06/19/2025	85790574	100-50-5230-3-38	27.52	27.52
Total BOUND TREE MEDICAL LLC:						27.52
BROWN CAB SERVICE INC						
BROWN CAB SERVICE INC	MAY 2025 TAXI SERVICES	06/19/2025	5849	501-10-5154-3-38	12,269.92	12,269.92
Total BROWN CAB SERVICE INC:						12,269.92
CAREW CONCRETE & SUPPLY INC						
CAREW CONCRETE & SUPPLY INC	CONCRETE - ICE ARENA - REPAIR SIDEWALK TRIP HAZARD	06/19/2025	1317878	100-70-5444-3-36	1,258.00	1,258.00
Total CAREW CONCRETE & SUPPLY INC:						1,258.00
CHARTER COMMUNICATIONS						
CHARTER COMMUNICATIONS	ACCT# 171154501 - PD - TV - SERVS 6 -1-25 TO 6-30-25	06/19/2025	171154501-JU	100-40-5211-3-38	103.09	103.09
CHARTER COMMUNICATIONS	ACCT# 171153401 - PD - INTERNET - SERVS 6-1-25 TO 6-30-25	06/19/2025	171153401-JU	100-40-5211-3-38	490.00	490.00
CHARTER COMMUNICATIONS	GARAGE - TV, INTERNET	06/19/2025	171154001-JU	100-70-5412-3-38	234.50	234.50
CHARTER COMMUNICATIONS	AQUATIC CENTER	06/19/2025	171154201-JU	100-20-5523-3-38	124.98	124.98
Total CHARTER COMMUNICATIONS:						952.57
CHRIST APPRAISAL SERVICE INC						
CHRIST APPRAISAL SERVICE INC	LAND APPRAISAL - 301 E MAIN ST	06/19/2025	240254	405-70-5436-3-39	700.00	700.00
Total CHRIST APPRAISAL SERVICE INC:						700.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
COBAN TECHNOLOGIES INC						
COBAN TECHNOLOGIES INC	CLOTHING ALLOWANCE - DUMKE	06/19/2025	59484	100-12634	105.00	105.00
Total COBAN TECHNOLOGIES INC:						105.00
DEER CREEK TECHNOLOGIES LLC						
DEER CREEK TECHNOLOGIES LLC	DOCUMENT MANAGEMENT SOFTWARE	06/19/2025	2025-1182	220-40-5210-3-38	424.80	424.80
Total DEER CREEK TECHNOLOGIES LLC:						424.80
DESTINATION LAKE WINNEBAGO REGION						
DESTINATION LAKE WINNEBAGO RE	70% OF ROOM TAX - APRIL MAY 25	06/19/2025	6162025	430-70-5436-3-42	15,120.91	15,120.91
Total DESTINATION LAKE WINNEBAGO REGION:						15,120.91
DODGE COUNTY REGISTER OF DEEDS						
DODGE COUNTY REGISTER OF DEED	STORMWATER MAINTENANCE AGREEMENT - RAPIDS HOUSING LLC	06/19/2025	6-12-25	700-10-5192-3-38	30.00	30.00
Total DODGE COUNTY REGISTER OF DEEDS:						30.00
FDL COUNTY REGISTER OF DEEDS						
FDL COUNTY REGISTER OF DEEDS	18A MAIN STREET TRANSFER AND RECORDING FEES	06/16/2025	61620251	405-70-5436-3-38	232.50	232.50
Total FDL COUNTY REGISTER OF DEEDS:						232.50
FOND DU LAC COUNTY						
FOND DU LAC COUNTY	SALT	06/19/2025	234	100-70-5435-3-36	5,967.04	5,967.04
Total FOND DU LAC COUNTY:						5,967.04
FOX COMPUTER & NETWORKING INC						
FOX COMPUTER & NETWORKING INC	POOL CONCESSIONS CASH REGISTER	06/19/2025	339843	100-20-5523-3-39	25.00	25.00
FOX COMPUTER & NETWORKING INC	POOL CONCESSIONS CASH REGISTER	06/19/2025	339842	100-20-5523-3-39	25.00	25.00
Total FOX COMPUTER & NETWORKING INC:						50.00
GORDON FLESCH CO INC						
GORDON FLESCH CO INC	RICOH IMC4500 - CITY HALL COLOR COPIER - 05/14/25 TO 06/11/25	06/19/2025	IN15200401	100-10-5141-3-36	176.68	176.68
Total GORDON FLESCH CO INC:						176.68
GOVERNMENT FORMS AND SUPPLIES						
GOVERNMENT FORMS AND SUPPLIE	BURGUNDY LASER CHECKS	06/19/2025	0354879	100-10-5141-3-38	544.80	544.80
Total GOVERNMENT FORMS AND SUPPLIES:						544.80
GUARANTY TITLE SERVICES INC						
GUARANTY TITLE SERVICES INC	18A NORTH MAIN ST TITLE INSURANCE PREMIUM	06/16/2025	61620252	405-70-5436-3-38	711.00	711.00
Total GUARANTY TITLE SERVICES INC:						711.00
GYSBERS JEWELRY						
GYSBERS JEWELRY	OPPERMANN RETIREMENT WATCH	06/19/2025	5-29-25	100-50-5244-3-38	199.99	199.99

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
GYSBERS JEWELRY	DUER RETIREMENT WATCH	06/19/2025	7-2-24	100-50-5244-3-38	189.99	189.99
Total GYSBERS JEWELRY:						389.98
HAWKINS INC						
HAWKINS INC	POOL CHEMICALS	06/19/2025	7098166	100-20-5523-3-40	6,631.08	6,631.08
Total HAWKINS INC:						6,631.08
HOLIDAY WHOLESALE						
HOLIDAY WHOLESALE	POOL CONCESSIONS	06/19/2025	2044419	100-20-5523-3-39	1,897.10	1,897.10
HOLIDAY WHOLESALE	POOL CONCESSIONS	06/19/2025	2045106	100-20-5523-3-39	87.64	87.64
HOLIDAY WHOLESALE	CREDIT	06/19/2025	2047293	100-20-5523-3-39	13.65-	13.65-
HOLIDAY WHOLESALE	POOL CONCESSIONS	06/19/2025	2051122	100-20-5523-3-39	71.56	71.56
Total HOLIDAY WHOLESALE:						2,042.65
INSIGHT FS						
INSIGHT FS	GRUB PREVENTER - BALLFIELDS	06/19/2025	220017731	100-20-5525-3-36	27.88	27.88
Total INSIGHT FS:						27.88
JC IMPROVEMENTS LLC						
JC IMPROVEMENTS LLC	18A MAIN ST CLOSING	06/16/2025	61620253	405-70-5436-3-38	66,342.57	66,342.57
Total JC IMPROVEMENTS LLC:						66,342.57
KARTECHNER BROTHERS LLC						
KARTECHNER BROTHERS LLC	CLEAR STONE - VARIOUS STORM SEWER REPAIRS	06/19/2025	4458	100-70-5431-3-36	570.12	570.12
Total KARTECHNER BROTHERS LLC:						570.12
KATHY'S KUSTOM EMBROIDERY						
KATHY'S KUSTOM EMBROIDERY	SHIRT & EMBROIDERY - PD	06/19/2025	9148	100-40-5211-3-38	762.00	762.00
Total KATHY'S KUSTOM EMBROIDERY:						762.00
L&S ELECTRIC INC						
L&S ELECTRIC INC	AQUATIC CENTER - POOL DRIVES TROUBLESHOOTING	06/19/2025	0028182	100-20-5523-3-36	225.00	225.00
Total L&S ELECTRIC INC:						225.00
LAPPEN SECURITY PRODUCTS						
LAPPEN SECURITY PRODUCTS	TECH LABOR - HARRIS MILL PARK CAMERA ACCESS	06/19/2025	LSPQ52568	100-20-5525-3-36	350.00	350.00
Total LAPPEN SECURITY PRODUCTS:						350.00
LARSON TRUCKING INC						
LARSON TRUCKING INC	DENSE/SCREENINGS	06/19/2025	9482	100-70-5431-3-36	434.78	434.78
Total LARSON TRUCKING INC:						434.78
LIFESTAR EMERGENCY MEDICAL						
LIFESTAR EMERGENCY MEDICAL	DEDUCTION DUE TO CITY OF BEAVER DAM ATTENDING A CALL ON 5-30-25	06/19/2025	21-0330	100-10-5255-3-38	4,640.00	4,640.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total LIFESTAR EMERGENCY MEDICAL:						4,640.00
LINCOLN CONTRACTORS						
LINCOLN CONTRACTORS	CAULK - BUILDING MAINT	06/19/2025	J51236	100-70-5410-3-36	318.78	318.78
Total LINCOLN CONTRACTORS:						318.78
LYLE HULL & SON EQUIPMENT LLC						
LYLE HULL & SON EQUIPMENT LLC	RENTAL ROLLER FOR LAWNS 4/10/25 - 4/15/25	06/06/2025	761A	100-70-5411-3-38	1,050.00	1,050.00
Total LYLE HULL & SON EQUIPMENT LLC:						1,050.00
MARCO TECHNOLOGIES LLC						
MARCO TECHNOLOGIES LLC	KONICA MINOLTA C3001 COPIER - CONTRACT 6/1/25 TO 7/1/25, COLOR COPY OVERAGE	06/19/2025	557475415	100-40-5211-3-38	163.91	163.91
Total MARCO TECHNOLOGIES LLC:						163.91
MENARDS - BEAVER DAM						
MENARDS - BEAVER DAM	PARTS - WIRE NEW SLIDE PUMP MOTOR - AQUATIC CENTER	06/19/2025	76757	100-20-5523-3-36	18.53	18.53
MENARDS - BEAVER DAM	BUILDING SUPPLIES	06/19/2025	77027	100-70-5410-3-36	255.36	255.36
MENARDS - BEAVER DAM	PAVERS - ADD TO CONCRETE PAD - COMMUNITY CENTER	06/19/2025	77425	100-20-5511-3-36	121.20	121.20
MENARDS - BEAVER DAM	PARTS - BOARDWALK REPAIR	06/19/2025	77445	100-20-5525-3-36	299.33	299.33
Total MENARDS - BEAVER DAM:						694.42
MORaine PARK TECHNICAL COLLEGE						
MORaine PARK TECHNICAL COLLEGE	FIREFIGHTER 1 STATE EXAM	06/19/2025	S0098795	100-50-5244-3-38	160.00	160.00
Total MORaine PARK TECHNICAL COLLEGE:						160.00
MSA PROFESSIONAL SERVICES INC						
MSA PROFESSIONAL SERVICES INC	GIS SUPPORT - MISC	06/19/2025	016900	100-70-5420-3-38	1,900.00	1,900.00
Total MSA PROFESSIONAL SERVICES INC:						1,900.00
NAPA AUTO PARTS-WAUPUN						
NAPA AUTO PARTS-WAUPUN	DANFOSA 2096/DANFOSA 2082	06/19/2025	439991	100-70-5411-3-36	13.98	13.98
NAPA AUTO PARTS-WAUPUN	FUSES - FORD FLATBEDS	06/19/2025	440337	100-70-5411-3-36	35.14	35.14
NAPA AUTO PARTS-WAUPUN	PARTS - 2017 FOR TAURUS - 4-17	06/19/2025	440576	100-40-5211-3-36	45.98	45.98
NAPA AUTO PARTS-WAUPUN	FUSE	06/19/2025	440835	100-40-5211-3-36	3.79	3.79
NAPA AUTO PARTS-WAUPUN	CLAMP/FLEX TUBING - REPAIR EXHAUST LEAK - 3-08	06/19/2025	441117	100-70-5411-3-36	67.52	67.52
NAPA AUTO PARTS-WAUPUN	CLAMPS/TUBING/ADAPTER - REPAIR EXHAUST LEAK - 164-94	06/19/2025	441118	100-70-5411-3-36	19.73	19.73
NAPA AUTO PARTS-WAUPUN	WHEEL WEIGHTS - SHOP SUPPLIES	06/19/2025	441143	100-70-5411-3-36	59.04	59.04
NAPA AUTO PARTS-WAUPUN	WHEEL WEIGHTS - SHOP SUPPLIES	06/19/2025	441200	100-70-5411-3-36	124.64	124.64
NAPA AUTO PARTS-WAUPUN	HEADLIGHT BULBS - 29-11	06/19/2025	441657	100-70-5411-3-36	34.18	34.18
Total NAPA AUTO PARTS-WAUPUN:						404.00
NEUMAN POOLS INC						
NEUMAN POOLS INC	POOL CHEMICALS	06/19/2025	503560	100-20-5523-3-40	92.12	92.12

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total NEUMAN POOLS INC:						92.12
O'REILLY AUTOMOTIVE INC						
O'REILLY AUTOMOTIVE INC	IDLER PULLEY/V-BELTS - 28-03	06/19/2025	2391-183809	100-70-5411-3-36	101.42	101.42
O'REILLY AUTOMOTIVE INC	CREDIT - V-BELT	06/19/2025	2391-184341	100-70-5411-3-36	32.43	32.43
O'REILLY AUTOMOTIVE INC	HARMONIC BALANCER - 34-09	06/19/2025	2391-185374	100-70-5411-3-36	295.10	295.10
O'REILLY AUTOMOTIVE INC	CREDIT - HARMONIC BALANCER	06/19/2025	2391-186538	100-70-5411-3-36	295.10	295.10
O'REILLY AUTOMOTIVE INC	CAR WASH SOAP	06/19/2025	2391-186645	100-70-5411-3-36	19.98	19.98
O'REILLY AUTOMOTIVE INC	MIRROR WELD - INSTALL REAR VIEW MIRROR - 34-09	06/19/2025	2391-187582	100-70-5411-3-36	6.99	6.99
O'REILLY AUTOMOTIVE INC	HYD FILTER - 159-24	06/19/2025	2391-187680	100-70-5411-3-36	78.64	78.64
O'REILLY AUTOMOTIVE INC	PROTECT - SQUAD #8	06/19/2025	2391-187400	100-40-5212-3-36	19.99	19.99
O'REILLY AUTOMOTIVE INC	OIL FILTER	06/19/2025	2391-187695	100-40-5212-3-36	61.86	61.86
Total O'REILLY AUTOMOTIVE INC:						256.45
PITNEY BOWES GLOBAL FINANCIAL SERVICES						
PITNEY BOWES GLOBAL FINANCIAL	LEASE FOR MAIL MACHINE - PD - MAR 30, 2025 TO JUN 29, 2025	06/19/2025	3320802849	100-40-5211-3-33	168.24	168.24
Total PITNEY BOWES GLOBAL FINANCIAL SERVICES:						168.24
RENNERTS						
RENNERTS	AIR EJECTOR - 591	06/19/2025	3895	100-50-5244-3-36	338.01	338.01
Total RENNERTS:						338.01
SABEL MECHANICAL						
SABEL MECHANICAL	ANNUAL LIFT STATION INSPECTION	06/19/2025	250446	700-10-5192-3-36	926.27	926.27
Total SABEL MECHANICAL:						926.27
SCHNELL, ADAM						
SCHNELL, ADAM	TRAVEL & CONFERENCE - INSTRUCTOR DEVELOPMENT - SCHNELL	06/19/2025	6-17-25	100-40-5215-3-37	278.42	278.42
Total SCHNELL, ADAM:						278.42
SHERWIN WILLIAMS						
SHERWIN WILLIAMS	PAINT - OUTSIDE OF ICE ARENA	06/19/2025	1356-1	100-70-5410-3-36	1,302.50	1,302.50
Total SHERWIN WILLIAMS:						1,302.50
SIRCHIE ACQUISITION COMPANY LLC						
SIRCHIE ACQUISITION COMPANY LL	EVIDENCE BAGS, BARRIER TAPE/POLICE LINE, COCAINE ID SWIPES	06/19/2025	0697440-IN	100-40-5213-3-38	200.59	200.59
Total SIRCHIE ACQUISITION COMPANY LLC:						200.59
SSM HEALTH AT WORK						
SSM HEALTH AT WORK	WELLNESS CLINIC UTILITIES SHARE - MAY 2025	06/19/2025	45762	100-13850	6,602.24	6,602.24
Total SSM HEALTH AT WORK:						6,602.24
SSM HEALTH LABORATORIES						
SSM HEALTH LABORATORIES	BLOOD DRAWS - MAY 2025	06/19/2025	4614951	100-40-5213-3-38	40.00	40.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total SSM HEALTH LABORATORIES:						40.00
STRYKER SALES LLC						
STRYKER SALES LLC	COT BATTERIES	06/19/2025	9209306451	100-50-5230-3-36	1,653.60	1,653.60
STRYKER SALES LLC	CREDIT	06/19/2025	700472157	410-50-5231-4-00	1,996.00-	1,996.00-
STRYKER SALES LLC	CREDIT	06/19/2025	9204362061-C	410-50-5231-4-00	1,848.18-	1,848.18-
STRYKER SALES LLC	LUCAS DEVICE	06/19/2025	9209211146	410-50-5231-4-00	1,851.20	1,851.20
STRYKER SALES LLC	LUCAS DEVICE	06/19/2025	9209214399	410-50-5231-4-00	19,453.01	19,453.01
Total STRYKER SALES LLC:						19,113.63
TIMOTHY S HAMMES						
TIMOTHY S HAMMES	ANNUAL INSPECTION OF FIRE SUPPRESSION SYSTEM/FUSIBLE LINK/CLEAN & REINSTALL NOZZLES - BASEBALL COMPLEX	06/19/2025	44042	100-20-5525-3-36	145.00	145.00
Total TIMOTHY S HAMMES:						145.00
TOP PACK DEFENSE						
TOP PACK DEFENSE	CLOTHING ALLOWANCE - RASCH	06/19/2025	16366	100-12634	169.37	169.37
Total TOP PACK DEFENSE:						169.37
TRACTOR SUPPLY CREDIT PLAN						
TRACTOR SUPPLY CREDIT PLAN	ENGINE HOIST - SHOP	06/19/2025	6-12-25	100-70-5411-3-38	445.96	445.96
Total TRACTOR SUPPLY CREDIT PLAN:						445.96
TRAFFIC & PARKING CONTROL CO						
TRAFFIC & PARKING CONTROL CO	TRAFFIC SIGNAL CABINET & EQUIPMENT - MAIN & GATEWAY SISF	06/19/2025	1803644	400-70-5436-8-00	1,420.00	1,420.00
Total TRAFFIC & PARKING CONTROL CO:						1,420.00
VON BRIESEN & ROPER, S.C.						
VON BRIESEN & ROPER, S.C.	005504-00033 GENERAL - PERSONNEL	06/19/2025	495898	100-10-5143-3-38	2,591.50	2,591.50
Total VON BRIESEN & ROPER, S.C.:						2,591.50
WAUPUN UTILITIES						
WAUPUN UTILITIES	MONTHLY UTILITY CHARGES	06/19/2025	MAY2025	100-50-5244-3-32	31,317.32	31,317.32
Total WAUPUN UTILITIES:						31,317.32
WI DEPT OF TRANSPORTATION						
WI DEPT OF TRANSPORTATION	WATERTOWN ST. PRELIMINARY ENGINEERING 4/30/2025 TO 5/31/2025	06/19/2025	395-00003981	100-70-5420-3-38	1,538.99	1,538.99
Total WI DEPT OF TRANSPORTATION:						1,538.99
WI EMERGENCY MANAGEMENT SYSTEM ASSOC						
WI EMERGENCY MANAGEMENT SYS	WEMSA DEPT MEMBERSHIP	06/19/2025	2243-4270	100-50-5230-3-34	600.00	600.00
Total WI EMERGENCY MANAGEMENT SYSTEM ASSOC:						600.00

Payee	Description	Check Issue Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
YMCA OF DODGE COUNTY						
YMCA OF DODGE COUNTY	GUARD WHISTLES/GUARD SUITS/GUARD T-SHIRTS/HIP PACKS/MASKS	06/19/2025	61325	100-20-5523-3-38	1,022.55	1,022.55
YMCA OF DODGE COUNTY	WAUPUN AQUATIC CENTER PAYROLL - 5-25-25 THRU 6-7-25	06/19/2025	6122025	100-20-5523-3-38	4,802.28	4,802.28
Total YMCA OF DODGE COUNTY:						5,824.83
Grand Totals:						212,452.57

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-10-5110-3-38	89.43	.00	89.43
100-10-5141-3-36	176.68	.00	176.68
100-10-5141-3-38	544.80	.00	544.80
100-10-5143-3-38	2,591.50	.00	2,591.50
100-10-5255-3-38	5,500.00	860.00-	4,640.00
100-10-5256-3-38	4,401.71	.00	4,401.71
100-12634	274.37	.00	274.37
100-13850	2,200.53	.00	2,200.53
100-20-5511-3-32	1,572.55	.00	1,572.55
100-20-5511-3-36	201.20	.00	201.20
100-20-5512-3-32	150.49	.00	150.49
100-20-5513-3-32	232.23	.00	232.23
100-20-5523-3-32	7,307.02	.00	7,307.02
100-20-5523-3-36	5,428.53	.00	5,428.53
100-20-5523-3-38	5,949.81	.00	5,949.81
100-20-5523-3-39	2,106.30	13.65-	2,092.65
100-20-5523-3-40	7,363.00	.00	7,363.00
100-20-5525-3-32	4,136.48	.00	4,136.48
100-20-5525-3-36	1,665.24	.00	1,665.24
100-20-5525-3-38	212.50	.00	212.50
100-20-5525-3-39	88.86	.00	88.86
100-21100	1,201.18	91,053.00-	89,851.82-
100-40-5211-3-30	47.42	.00	47.42
100-40-5211-3-31	1,197.88	.00	1,197.88
100-40-5211-3-32	1,055.01	.00	1,055.01
100-40-5211-3-33	168.24	.00	168.24
100-40-5211-3-36	49.77	.00	49.77
100-40-5211-3-38	1,519.00	.00	1,519.00
100-40-5212-3-36	241.85	.00	241.85
100-40-5213-3-38	240.59	.00	240.59
100-40-5215-3-37	278.42	.00	278.42
100-50-5230-3-31	44.72	.00	44.72
100-50-5230-3-34	600.00	.00	600.00
100-50-5230-3-36	1,653.60	.00	1,653.60
100-50-5230-3-38	53.02	.00	53.02
100-50-5244-3-31	223.58	.00	223.58
100-50-5244-3-32	609.44	.00	609.44
100-50-5244-3-36	338.01	.00	338.01
100-50-5244-3-38	718.98	.00	718.98
100-50-5251-3-31	29.81	.00	29.81
100-70-5410-3-32	2,776.86	.00	2,776.86

GL Account	Debit	Credit	Proof
100-70-5410-3-36	1,841.83	.00	1,841.83
100-70-5411-3-36	950.38	327.53-	622.85
100-70-5411-3-38	1,658.99	.00	1,658.99
100-70-5412-3-32	1,133.38	.00	1,133.38
100-70-5412-3-38	234.50	.00	234.50
100-70-5420-3-31	116.80	.00	116.80
100-70-5420-3-38	2,063.99	.00	2,063.99
100-70-5431-3-36	777.78	.00	777.78
100-70-5435-3-36	5,967.04	.00	5,967.04
100-70-5441-3-32	190.31	.00	190.31
100-70-5442-3-32	10,820.57	.00	10,820.57
100-70-5444-3-36	1,258.00	.00	1,258.00
210-21100	.00	1,924.98-	1,924.98-
210-60-5511-3-32	1,924.98	.00	1,924.98
220-21100	.00	484.29-	484.29-
220-40-5210-3-38	424.80	.00	424.80
220-40-5214-3-38	59.49	.00	59.49
230-21100	.00	22.69-	22.69-
230-30-5241-3-30	18.49	.00	18.49
230-30-5241-3-38	4.20	.00	4.20
400-21100	.00	1,420.00-	1,420.00-
400-70-5436-8-00	1,420.00	.00	1,420.00
405-21100	.00	68,010.15-	68,010.15-
405-70-5436-3-38	67,310.15	.00	67,310.15
405-70-5436-3-39	700.00	.00	700.00
410-21100	3,844.18	24,585.21-	20,741.03-
410-40-5211-4-00	3,281.00	.00	3,281.00
410-50-5231-4-00	21,304.21	3,844.18-	17,460.03
430-21100	.00	15,120.91-	15,120.91-
430-70-5436-3-42	15,120.91	.00	15,120.91
501-10-5154-3-38	12,269.92	.00	12,269.92
501-21100	.00	12,269.92-	12,269.92-
700-10-5192-3-32	48.39	.00	48.39
700-10-5192-3-36	1,153.39	.00	1,153.39
700-10-5192-3-38	1,405.00	.00	1,405.00
700-21100	.00	2,606.78-	2,606.78-
Grand Totals:	222,543.29	222,543.29-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

Invoice.Batch = "060625","06162025","062425"



MINUTES
CITY OF WAUPUN BOARD OF PUBLIC WORKS
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, April 08, 2025 at 4:30 PM

Chairman Matoushek called the meeting to order at 4:30 pm

Roll Call Taken. Members present include Alderpersons: Peter Kaczmariski, Mike Matoushek, Citizens: Dave Rens, Dale Heeringa, and Gregg Zonnefeld. Ex-Officio: DPW Director Jeff Daane. Also in attendance is Mayor Rohn Bishop and Jason Whitford (online). Absent and excused: Andrew Sullivan

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

Motion Rens, second by Heeringa to approve minutes for March 11, 2025 Board of Public Works meeting contingent on correcting the spelling of Towne. Carried unanimously.

Daane presents cost share of shed for Newton Ave and Rock Ave in phase 2 for \$2,000. The city acquired easements before phase 1 of the Harris Creek improvements and the city staff installed new gravel and new footings and relocated a few sheds. The phase 2 portion only involves one shed and city staff would not have to move or supply new gravel pad, only tear down old shed and split part of the cost. Matoushek inquires if compensation is similar to phase 1 and Daane stated it was very similar and maybe less with not having to pay labor costs. Motion Zonnefeld, second by Rens to approve cost share of shed for property owner at 201 N Harris Ave in the amount of \$2,000. Carried unanimously.

Daane provides updates that the Ice Rink ammonia ventilation bid was out but the city did not receive any bids and was rebid this week. Daane will look into a website called Quest where the city can place information on there to hopefully reach a larger audience for better competitive pricing on bids.

Daane also provides update that next week they have their preconstruction meeting for Newton Ave and Rock Ave.

Motion Zonnefeld, second Heeringa to adjourn this meeting at 4:42pm. Carried unanimously.

Minutes submitted by Kelsy VandeStreek, Public Works and Planning Coordinator, City of Waupun

**Minutes of a Regular Meeting of the
Waupun Utilities Commission
Monday, May 12, 2025**

Meeting called to order by General Manager Brooks at 4:00 p.m.

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

Absent with notice: Commissioner Heeringa

Visitors present: Jason Whitford (via Zoom), Mike Peters (in-person) – WPPI, and Chelsea Lisowe (in-person) – WPPI

General Manager Brooks introduced incoming Commissioner Ryan Mielke, appointed to the Utility Commission by the Mayor as a representative of the City Council. Commissioner Mielke serves the City of Waupun as Alderman for District 3 on the Common Council, and is also a member of the Library Board and the Board of Park and Recreation. He previously served on the Utility Commission from 2013 to 2021.

An election of officers was held. On nomination by Homan, seconded by Siebers, and unanimously carried, Joe Heeringa was re-elected Commission President. On nomination by Kunz, seconded by Siebers, and unanimously carried, Nate Daane was re-elected Commission Vice President. The General Manager was appointed as Secretary, with the option to designate a minute taker.

Vice Chair Daane assumed leadership of the meeting from General Manager Brooks. On motion by Kunz, seconded by Thurmer, and unanimously carried, the Commission approved the continuation of regular meetings on the second Monday of each month at 4:00 p.m.

Mike Peters, WPPI President and CEO, presented “The Power to Thrive,” highlighting WPPI’s mission, 45 years of joint action service, and its role as a leading joint action agency for 51 member utilities, including Waupun Utilities. He outlined key 2025 initiatives and a look ahead to 2026, covering areas such as data center development, technology advancements, outage management, interconnection processes, GIS support, community outreach, energy policy advocacy, tax-exempt financing, and transmission rights.

Motion made by Thurmer, seconded by Kunz, and unanimously carried, to approve minutes from April 14, 2025 meeting.

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

On motion by Siebers, seconded by Thurmer, and unanimously carried, year-to-date financial reports through March 2025 approved as presented by Finance Director Stanek. Electric operating income was \$158,600. Water operating income was \$133,000. Sewer operating income (loss) was (\$211,200).

General Manager Brooks provided updates on several topics, including the recent Youth Apprenticeship (YA) Showcase Tour and the completion of four interviews for the open YA position. Congratulations were extended to Carson Schramm on successfully completing the Lineworker Apprenticeship Program. Additional updates included attendance at the Customers First Power Breakfast, strong system performance during recent sustained winds, and progress reports on current electric projects underway.

Chelsea Lisowe, WPPI Energy Services Manager (ESM), was introduced to the Commission by General Manager Brooks. Lisowe provided an overview of her role as ESM, including fostering relationships between WU and WPPI, and supporting efforts to help the utility and its customers take advantage of WPPI’s available services. Additional updates included the recent electronics recycling event, book deliveries and equipment displays with local youth, and information on an Energized Education Grant available to schools in the community.

Treatment Facilities and Operations Superintendent Schramm provided an update on the water and wastewater treatment facilities, as well as the water distribution and wastewater collection systems. An RFP for a well siting proposal has been issued to identify potential locations near the water plant, with a focus on general sustainability. Collection system modeling is currently underway and is expected to conclude by year-end, providing WU with a comprehensive assessment of the water and sewer systems and helping to identify deficiencies. The long-awaited transfer switch for the generator at the Wastewater Treatment Facility has arrived, and contractors are in the process of installation and related preparations. Biomass production is progressing, with species selection set for a 10-day SRT. Operations will remain at this stage through two to three sludge cycles (approximately one month), with algae drying process tentatively scheduled for activation in early Q3.

General Manager Brooks acknowledged Mayor Rohn Bishop's proclamation in recognition of Drinking Water Week 2025. Mayor Bishop praised Waupun Utilities' water, calling it "Wisconsin's most delicious reverse osmosis drinking water," and highlighted its value to both residents and businesses. Brooks also noted the staff's commitment to maintaining this level of service.

Treatment Facilities and Operations Superintendent Schramm presented the 2024 report, confirming that Waupun Utilities' water continues to meet or exceed all federal and state health and safety standards. The review highlighted specific testing results and reinforced the utility's consistent performance, with staff again recognized for their technical excellence and dedication.

General Manager Brooks presented a bill comparison summary between Waupun Utilities and neighboring electric providers. Collaborative efforts by WPPI and WU staff help keep Waupun's electric rates substantially lower, providing a significant benefit to both residents and economic development. Reliability was also highlighted as a key advantage.

Discussion was held regarding rescheduling of the June meeting due to General Manager Brooks' attendance at the National APPA Conference. It was agreed that the next Commission meeting will be held on July 14, 2025, provided no urgent action items arise before then. June department reports will still be distributed to the Commission for review.

On motion by Homan, seconded by Mielke, and unanimously carried, meeting adjourned at 5:40 p.m.

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

Jen Benson
Office & Customer Service Supervisor



MINUTES
CITY OF WAUPUN BOARD OF PUBLIC WORKS
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, May 13, 2025 at 4:30 PM

Chairman Seibers called the meeting to order at 4:31pm.

Members present include Alderpersons: Dan Siebers, Michael Matoushek, Bobbi Jo Kunz. Citizens: Dale Heeringa, Andrew Sullivan, Greg Zonnefeld, Dave Rens. Ex Officio: DPW Director Jeff Daane. Also in attendance is Mayor Rohn Bishop, Jaedon Buchholz, Jerry Pluim, and Jeni Maly.

Mayoral appointment of board members were recognized

Siebers made motion to nominate Kunz as board clerk, Matoushek seconds. Carried unanimously.

Date and time of meeting will stay the same, the second Tuesday of the month at 430pm

PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS

Jaedon Buchholz, of Waupun, wishes to address the Board of Public Works for the location of new sculpture. Buchholz would like the board to consider not using placement site #3 along the path between the gazebo and river as that location is the only spot where you can see both existing statues and would like that site to be reserved for a different statue.

Jerry Pluim, of Waupun, wishes to address the Board of Public Works for the installation of a new pole and net at Schlieve Field. Pluim states he has had 15 holes in his siding from the last couple years and the fence that is currently there does not do anything. He has never had a ball hit his house when the net was up and has planted trees to help lessen the impact but nothing is working and believes installing the net is the only way to protect his house.

Motion Matoushek, second Sullivan to approve minutes from for April 8, 2025 Board of Public Works Meeting. Carried unanimously.

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

Daane presents Ice Arena Bid from Bassett which was the only bid received. Motion Sullivan, second Rens to approve and recommend to council Ice Arena Ammonia Ventilation Bid from Bassett in the amount of \$158,050. Carried unanimously.

Currently the existing pole at Schlieve Field is not safe to hang a net on but Utilities does have a pole they would work out with the city but still would have expenses to install so price is looking at approximately \$4500-\$5000 to install Daane states. Matoushek questions if we could reach out to all the organizations that use Schlieve field to split the cost. Mayor asks why the cost is so high and Daane said he can't give a for sure number but it is his best guess for costs with materials, man hours and equipment hours. The mayor believes the net should be approved if the only thing that has changed was the city taking down the net and now Jerry's house is getting hit. Motion Matoushek to approve installation of new pole and net, second Sullivan. Carried unanimously.

The new Community Center is equipped to generate a portion of the building in the event of storm and could also serve as an evacuation center with the new generator. Motion Matoushek to approve lower bid from Wolter and recommend to council in the amount of \$44,025, second Zonnefeld. Carried unanimously.

The city has received and are working on parking complaints along Industrial Dr due to increased semi traffic at the new loading area for Wisconsin Dairies. If trucks park directly across from King's dock, they have issues accessing it. Temporary no parking signs were placed and positive results were received. Motion Matoushek to approve and send to council no parking ordinance, second Sullivan. Carried unanimously.

Jeni Maly, President of Create Waupun, presented three possible locations for the new Eddies & Etchings sculpture at Harris Mill Park. Eddies & Etchings is a customized sculpture of the Rock River and was obtained through a mini grant through Protect Wisconsin Waterway. Motion Matoushek to approve site 1 near the shelter with existing pad, second Heeringa. Carried unanimously.

Last meeting Mayor wanted to see how many uncontrolled intersections there was throughout the city. The city worked to create a map of the 48 uncontrolled intersections Waupun currently has. Daane presents it would cost approximately \$12,500-\$15,000 to get those installed. Police Department ran a crash history report and there has not been any accidents reported in those areas. Mayor still feels the city should be proactive and take care of them now rather than to wait until himself or the city receives complaints. Matoushek inquired if there was a way to prioritize the uncontrolled intersections and Daane states there is no crash data history at any of them so it would be more personal preference from the police department or public works crew. Daane states this is a discussion only and asks what the board thinks and is looking for feedback. Consensus is less uncontrolled intersections is more favorable and would like it broken down into quadrants, taking sections at a time.

Daane presents a Stop Sign policy to help guide the board through the process, helping make an informed decision and also give residents a form they can fill out and submit to this request. Seibers would like to amend Stop Sign Policy to just Sign Policy to keep it more informed. Motion Matoushek, second Siebers. Carried unanimously.

Motion Kunz, second Sullivan to adjourn this meeting at 5:39pm. Carried unanimously.

Minutes Submitted by Kelsy VandeStreek, Public Works and Planning Coordinator, City of Waupun



MINUTES CITY OF WAUPUN

Special Police & Fire Commission (PFC) Meeting
Waupun Safety Building – 16 E. Main Street, Waupun
Wednesday, May 14, 2025 at 5:00pm

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.

CALL TO ORDER

Meeting convened at 5:00pm by PFC President.

ROLL CALL

Present: John Bett (PFC Vice President), Teresa Heidemann (PFC Citizen), WFD Chief BJ DeMaa, Bobbi Jo Kunz (Council Member-Ex Officio), WPD Chief Jeremy Rasch, Tara Rhodes (PFC Citizen/Secretary), Mike Thurmer (PFC Citizen/President)

Member(s) absent (excused): Bambi Buchholz (PFC Citizen),

Guests: N/A

RECOGNITION OF MAYORAL APPOINTMENT AND NOMINATION OF APPOINTMENTS

The following annual Commission Nomination and Appointments were recognized:

- Recognition of Mayoral Appointment of Ex-Officio Bobbi Jo Kunz.
- T. Rhodes nominated M. Thurmer for President; nomination accepted. Motion at 5:02 by T. Rhodes, second by T. Heidemann to approve M. Thurmer as President; all in favor, motion passed.
- T. Heidemann nominated J. Bett for Vice President; nomination accepted. Motion at 5:04 by T. Rhodes, second by T. Heidemann to approve J. Bett as Vice President; all in favor, motion passed.
- T. Heidemann nominated T. Rhodes for Secretary; nomination accepted. Motion at 5:05 by J. Bett, second by T. Heidemann to approve T. Rhodes as Secretary; all in favor, motion passed.

Motion at 5:07 by T. Rhodes, second by J. Bett for Commission to meet on quarterly basis with dates to be established due to wanting to align meetings with interview needs of Fire and Police departments; all in favor, motion passed.

MINUTES FROM PREVIOUS MEETINGS

Minutes from the April 22, 2025 meeting presented for approval. Motion to approve minutes as submitted at 5:08pm by J. Bett, T. Heidemann second; all in favor, motion passed.

Minutes from the April 23, 2025 meeting presented for approval. Motion to approve minutes as submitted at 5:09pm by J. Bett, T. Heidemann second; all in favor, motion passed.

GENERAL DISCUSSION AND EXCHANGE OF INFORMATION CONCERNING THE NORMAL OPERATIONS OF THE WAUPUN POLICE DEPARTMENT AND WAUPUN FIRE DEPARTMENT

WPD Chief J. Rasch provided the following update:

- Staffing: D. Hopp successfully completed shortened Field Training; currently acting in his patrol officer capacity. K. Konkel successfully trained in both investigations and patrol; currently acting in her investigative capacity. C. Hensen doing well in the academy. Officer on light duty expected to be back to full duty by end-of-month. Officer's last day of work prior to deployment is 6/2/25.
- Training: Detechtachment Drug Analyzer (9 attendees); Report Writing for Patrol Officers (1 attendee), K9 Training (1 attendee), SWAT Training (1 attendee), Taser Training (1 attendee), Firearms Training (2 attendees). Force-on-Force Training: most of the sworn personnel able to attend which was provided by

Officer Halverson/Lt Brzezinski. Mobile Field Force (at DOSO) in preparation for Dodge County Major Incident Response Team positions (3 attendees); Active Threat (also at DOSO) (2 attendees).

- Equipment: 2025 squad delivered/outfitted/in-service; 2025 replacement squad for damaged 2024 squad delivered/at outfitter. Detectachem Drug Identifier (Spectrometer) unit is in service. Four 700/800mhz portable radios and two AR-15 Rifles delivered/in-service.
- Community Engagement: FDL High School and Moraine Park Technical College job fairs, Waupun Truck Show Meeting (new organization), WBEV Community Comment, State Rep. Mark Born listening session, Celebrate Waupun Board Meeting, Salvation Army of Dodge County Board Meeting, FDL County Communications Review Board Meeting, Waupun Downtown Promotions Meeting, Waupun Business Alliance Ribbon Cutting – Wild Boar
- Other:
 - Lt Williams provided a Taser presentation to the council covering the future of taser
 - Pastor Barry Lang is joining the Chaplain program; also have Minister Bill Gould has been with us for approximately 3 years; this program provides officer support related to death/difficult scenes. PFC recommended Chaplain Dennis Overlien and/or Pastor Jessica Osterhouse as possible contacts.
 - Working w/CSI to provide up-to-date Wisconsin Law Enforcement Accreditation Group (WILEAG, state accreditation group) approved policies; and working with Deer Creek to provide Policy Document management.
 - Working with Sunrise Counseling Services to provide staff with the annual mental health check ins. Plan on starting in June.
 - CIJIS DOJ Audit – Received confirmation that WPD is in compliance; this was an intensive process.
 - 2026 Budget season has started; currently receiving quotes for equipment needed going into 2026 and beyond (i.e. Portable Radios, Squad Radios, Researching Drone Program, K9 Squad / Patrol Squad and equipment)
 - Participated again in the DOJ Drug Take Back; approximately 28 lbs from drop box in six months.
 - Notables: dog attack resulted in charges to District Attorney; 2023 overdose death conviction

WFD Chief B.J. DeMaa provided the following update:

- The City and Townships of Chester, Trenton, and Waupun continue to review budgets and discuss what a combined department would look like.
- The Waupun Truck-N-Show presented the Fire Department with a plaque and a check in the amount of \$5,610.00 for the many years of support we had given to them.
- SSM Health – Waupun Memorial Hospital offered us an opportunity to conduct some training in the old hemodialysis building before it was torn down. Even with our training tower, there are certain skills that can be difficult to train on. Having the ability to destroy a building through training isn't an opportunity that comes along often. We value our relationship with SSM Health and appreciate that they thought of us as part of the decommissioning process.
- We were able to meet with some of the police department's new hires to provide some high-level fire safety training as well as explaining some of the different ways we have worked together in the past.
- 2 members participated in a 12-hour Ag Rescue course that focused on large animal emergencies, grain dryer fires, grain bin entrapments, confined space, equipment entanglements, and fire department support at rope/technical rescues. FF Abel Kooima is working with Ballweg Implement to do our own version of Ag Rescue training with the entire department.
- CPR/AED training was provided to new employees at the Waupun Community Center. 3 EMRs also provided training to an employee group out at Central Cable.
- We received a \$5,000 grant from United Cooperative. The original ask was in excess of \$150,000 so we will need to go through the application to see what equipment can be purchased that addresses our biggest needs.
- Chief DeMaa and Assistant Chief Beer met with the Waupun PD, Administrator Kathy Schlieve, Aldermen Kaczmariski and Siebers, and Excel Engineering to review information that Excel put together from meetings held in February. Excel's work was focused on trying to determine what the potential space needs could look like as we try to anticipate the next 40+ years of building life. The State of WI is expected

to roll out an Innovation Grant in June or July. For communities that qualify, awards could go as high as \$10 million. Some of this work is in preparation for that grant process.

- Chief DeMaa met with Dan Williams (Ret. Department of Health Services – EMS) to discuss what next steps would look like for the EMR program if we were to move to a transport service (back-up to Lifestar versus calling mutual aid from a neighboring community 15+ minutes away).

CLOSED SESSION

The Waupun Police and Fire Commission adjourned into closed session under Section 19.85 (1) (c) of the WI Statutes to conduct interviews with qualified applicants for employment for the open Firefighter and EMR vacancies.

(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion to go into Closed Session at 5:35pm was made by T. Rhodes, J. Bett second; all in favor, motion passed.

OPEN SESSION

The Waupun Police and Fire Commission reconvened in open session under Section 19.85(2) of the WI Statutes at 6:37pm after motion from T. Rhodes, J. Bett second; all in favor, motion passed.

ACTION FROM CLOSED SESSION

Motion at 6:38pm to approve promotion of two Firefighter Lieutenants, D. Holz, N. Schears, for the open Lieutenant positions by T. Rhodes, J. Bett second; all in favor, motion passed.

Motion at 6:40pm to make conditional offer (criminal background/work history/reference checks) to Firefighter candidate C. Hartgerink was made by T. Heidemann and J. Bett second; all in favor, motion passed. *Commissioner T. Rhodes abstained from interview/motion/vote due to possible conflict of interest.*

Motion at 6:42pm to make conditional offer (criminal background/work history/reference checks) to EMR candidate K. Pritchard was made by T. Rhodes, J. Bett second; all in favor, motion passed.

FUTURE MEETINGS AND GATHERING INVOLVING THE POLICE AND FIRE COMMISSION

The next Commission meeting is to-be-scheduled at the Waupun Safety Building. The PFC meets quarterly, at minimum.

If necessary, please send any agenda requests to Chief DeMaa or Chief Rasch so appropriate preparation(s) can be made.

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.

ADJOURNMENT

Motion at 6:43pm to adjourn meeting made by T. Rhodes, T. Heidemann second; all in favor, motion passed.

Respectfully submitted,
Tara Rhodes, Secretary

Minutes of the Waupun Public Library Board Meeting Wednesday, May 21, 2025

The Waupun Public Library Board was called to order by Bret Jaeger, Library Director at 4:30 p.m. on Wednesday, May 21, 2025. Present were DeJaeger, Gehl, Hintze, Homan, Martens, Mielke, Svec, and Garcia. Beer was absent.

New appointees to the Library Board are Casey Homan, Meaghan DeJager, and City Council representative Ryan Mielke.

Organizational motions

Motion by Gehl, second by Svec, to nominate and elect Martens as President. Motion carried.
Motion by Martens, second by Svec, to nominate and elect Gehl as Vice-President. Motion carried.
Motion by Hintze, second by Martens, to nominate and elect Svec as Secretary/treasurer. Motion carried.
Motion by Hintze, second by DeJager, to keep the Library Board meetings to the third Wednesday of each month at 4:30 pm.

Minutes from Previous Meetings

Motion by Hintze, second Mielke, to accept the April minutes as presented. Motion carried.

Persons Wishing to Address the Library Board

Persons addressing the Board were: Dusty Krikau, Rachel Rosenow, Ashlie Hoeft, Tracy Abler, Sandy Grams, Jess Kiehl, Julie Steinhauer, Dan Koepsell, Sadie Schultz, Evelyn Derksen, Kurt Miller, Emma Zimmerman, S. Peg Spindler, TR Lent, Colin Eckerstorfer, Forsell Gappa, Matt Pearce, Zac Gappa, Jan Harmsen, Lori Schultz, Chad Riter, Mary Filion-Zuelsdorf, Kristin Lueck, Dave DeJager, Randy Vande Zande, Kelly Braker, Chase Parr, Rev. Jacob Nault, Kara Nelson, Cathy Toll, Dylan Stein, and Jaedon Buchholz.

An additional 58 people were also in attendance but did not address the Library Board.

Monthly Statistics

April statistics were reviewed.

Budget Summary

Current budget was reviewed.

Consideration of Bills for Payment

Motion by Hintze, second Mielke, to pay the May 2025 bills as presented. Motion carried 7-0 on roll call.

Committee Reports

Evaluation Committee reported they have met, and have also scheduled a meeting with Jaeger. Like previous years, Jaeger's evaluation will be discussed next month in closed session.

Librarian's Report

Librarian's report was reviewed.

Old Business

Display Policy for Library Staff was discussed and needs more work. Jaeger recommended that Homan and DeJager meet with himself and Garcia as a small group to work out more details.

New Business

None.

Future meetings and gatherings involving the Library Board

Next tentative meeting: Wednesday, June 18, 2025, at 4:30 p.m.

Adjournment

Motion by Mielke, second Homan, to adjourn at 7:16 p.m. Motion carried.

Marie Svec, Secretary
MS/bkj



WAUPUN

CITY OF SCULPTURE

MINUTES CITY OF WAUPUN SPECIAL COMMON COUNCIL Waupun City Hall – 201 E. Main Street, Waupun WI Tuesday, May 27, 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 Mielke

Council Virtual- Alderman Westphal, Alderman Matoushek

Management in-person: City Clerk/Treasurer Hull, Administrator Schlieve, Fire Chief Demaa, Finance Director Langenfeld, Recreation Director Kaminski, Library Director Jaeger, Deputy Sullivan

Management absent and excused: Attorney VandeZande, Public Works Daane, Police Chief Rasch, General Utility Manager Brooks

Audience in-person: FDL County District 6 Mike Beer, David Duer, Wayne Oppermann, Jennifer Opperman, Todd Bille, Abby Bille, Abel Kooima, Kleyten Hartcheim, Craig Ruis, Felicia Krenz, Nick Duer, Jaedon Buchholz

RECOGNITION OF RETIREMENT-WAUPUN FIRE DEPARTMENT OFFICERS

Retired employees were recognized for their years of service: Lieutenant David Duer for 27 Years of Service and Lieutenant Wayne Opperman and 26 Years of Service.

ORDINANCES-RESOLUTIONS

3. Ordinance to amend Ch.6.05(3) (e) entitled Traffic Code-No Parking on Industrial Drive and S. Watertown Street

Public Works has received and are working on parking complaints along Industrial Dr. which is due to increased semi traffic at the new loading area for Wisconsin Dairies.

Motion Kunz, second Siebers to adopt Ordinance 25-04 amending Ch. 6.05(3) entitled Traffic Code to create section (e) for No Parking on Industrial Drive and S. Watertown. Motion carried 4-0 on roll call.

4. Resolution Authorizing the Disposal of City-Owned Property Located at 627 Maxon Street

Motion Siebers, second Mielke to adopt Resolution 05-27-25-01 Authorizing the Disposal of City-Owned Property Located at 627 Maxon Street. Motion carried 4-0 on roll call.

CONSIDERATION - ACTION

5. CivicPlus Statement of Work-Website Platform

The City's website provider, Civic Plus, discontinued use of the current management platform and support and partnered with a secondary provider to provide a new platform.

Motion Siebers, second Kunz to approve Statement of Work with Civic Plus in the amount of \$8,700 to upgrade the City of Waupun's website. Motion carried 4-0 on roll call.

6. Agreement with MSA for Shaler Drive Extension Project

The City received a \$895K Community Development Grant award from Dodge County to extend two sections of Shaler Drive from the travel plaza to Mayfair Dr. To complete the project the city will be required to provide match funds and meet several contingencies. This agreement authorizes completion of the remaining engineering work to construct the project.

Motion Kunz, second Siebers to approve the Shaler Drive Extension Project (Bayberry Ln. to Country View Dr. & section north of Claggett Ave. intersection) agreement with MSA in the amount of \$44,310. Motion carried 4-0 on roll call.

CONSENT AGENDA

Motion Kunz, second Siebers to approve the Consent Agenda. Motion carried 4-0 on roll call.

DISCUSSION-REVIEW**30. Budget Workshop**

A survey will be disbursed to provide staff direction of Council priorities.

ADJOURNMENT

At 604p, motion Kunz, second Siebers to duly call the meeting adjourned. Motion carried 4-0.



MINUTES
CITY OF WAUPUN COMMON COUNCIL
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, June 10, 2025 at 6:00 PM

CALL TO ORDER

Mayor of the Day Jace Bunkoske and 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 Matoushek, Alderman Westphal, Alderman Mielke

Council Virtual- None

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

Management Virtual: None

Management absent and excused: Recreation Director Kaminski, Utility Manager Brooks

Audience in-person: Jaedon Buchholz, Jon Venhuizen, Karen Nelson, and friends and family of Jace Bunkoske, Willow Hoinacki, and Alberto Guimaraes.

PUBLIC HEARING

1. 2025-2026 City of Waupun Liquor and Fermented Malt Beverage Licenses

Motion Matoushek, second Siebers to open the public hearing. Motion carried 6-0.

No comments are heard.

Motion Matoushek, second Kunz to close the public hearing. Motion carried 6-0.

Motion Matoushek, second Siebers to approve the 2025-2026 Fermented Malt Beverage and Intoxicating Liquor License Renewal Applications effective July 1, 2025, contingent upon approval of inspections and all payments and delinquencies owed to the City be paid in full, not to exceed sixty (60) days. Motion carried 6-0 on roll call.

PERSONS WISHING TO ADDRESS COUNCIL

2. Jon Venhuizen – Fond Du Lac County Board of Supervisors District 7

Fond Du Lac County Supervisor, Jonathon Venhuizen, provides updates of County proceedings.

Karen Nelson appeared before the Council in support of the Waupun Library as she states the Board and staff have been harassed by individuals who continue to express their concerns of Library material and display policies. Nelson makes request to the Council to pass resolution in support of the Waupun Library and its practices.

MAYORAL RECOGNITION

3. Mayoral Recognition of Bravery

Mayor Bishop read proclamations for the acts of bravery of Alberto Guimaraes and Willow Hoinacki when Jace Bunkoske was injured by dogs.

Mayor Bishop introduced Jace Bunkoske who was appointed as Mayor of the Day.

RESOLUTIONS AND ORDINANCES:

4. Authorizing the Removal of the Restriction on Reserved Community Center Funds for the Purpose of Land Acquisition and Future Capital Projects

Motion Siebers, second Westphal to adopt Resolution 06-10-25-01 Authorizing the Removal of the Restriction on Reserved Community Center Funds for the Purpose of Land Acquisition and Future Capital Projects. Motion carried 6-0 on roll call.

CONSIDERATION - ACTION

5. Estimate with 323TV to Upgrade Camera System in Council Chambers

Motion Matoushek, second Siebers to approve the estimate from 323TV in the amount of \$7,727 to purchase a Neat Bar Camera System for installation in the Council Chambers. Motion carried 6-0 on roll call.

6. Tebeest vs City of Waupun

A claim was filed for medical expenses due to an injury from a trip and fall on the public sidewalk on West Main Street. Cities and Villages Insurance is the City's liability firm and provides the City would be immune from liability under Wis. Stat. 893.80 (4), which provides immunity for discretionary actions by municipalities and recommends denial.

Motion Matoushek, second Westphal to deny the liability claim from Lynette Tebeest. Motion carried 6-0 on roll call.

7. License and Permit Applications, Expenses

Motion Kaczmariski, second Mielke to approve the license/permit applications and expenses. Motion carried 6-0 on roll call.

CLOSED SESSION

At 629p, motion Matoushek, second Siebers to adjourn in closed session under Section 19.85 (1)(e) of the WI Statutes for the purpose of

8. Negotiate Sale of City-Owned Property Located at 301 E Main Street, Waupun

9. Negotiate Investment of Public Funds to Acquire Parcel WPN-14-15-99-EA-075-00

OPEN SESSION

Motion Matoushek, second Westphal to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

ACTION FROM CLOSED SESSION

No action.

ADJOURNMENT

At 7:26p, motion Kunz, second Matoushek to duly call the meeting adjourned. Motion carried 6-0.



**CITY OF WAUPUN
BOARD OF REVIEW**

On Wednesday, June 11, 2025 the Waupun Board of Review met in regular session at 9:00a.m. in the City Hall Council Chambers located at 201 E. Main Street, Waupun.

Board of Review Clerk Hull calls the meeting to order.

The Waupun Board of Review members present on roll call are Mayor Rohn Bishop, City Clerk Angela Hull, Jan Harmsen, Dylan Stein, Steve Buchholz, and Richard Steinbach.

Those absent and excused are Andrea Torres.

No audience is present.

Board of Review Clerk requests nominations for the Board Chairman.

Motion Harmsen to nominate Bishop, second by Stein.

As no other nominations are heard, motion Buchholz, second by Stein to close nominations.
Motion carried 6-0.

Motion Buchholz, second Stein to appoint Rohn Bishop as the Board of Review Chairman.
Motion carried 6-0 on roll call.

Board of Review Clerk Hull provides the guidelines according to Statute of when the Board must meet. WI Statute 70.47 provides the Board of Review shall meet annually during the 45-day period beginning on the 4th Monday of April, but no sooner than 7 days after the last day on which the assessment roll is open for examination.

Due to the substantial fieldwork that remains, the assessment rolls will not be complete within the 45-day period, thus this Board will adjourn until a later date. Said date to be established as August 2025, at the Waupun City Hall Common Council Chambers.

Motion Buchholz, second Harmsen duly carried the board of Review adjourned at 9:09am.

Angela J. Hull, Board of Review Clerk



Waupun Police Department Monthly Report

May 2025

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 Knudson continued on light duty, returned to full duty in early June.

Officer Brice will be deployed with the Army National Guard in June.

Pastor Barry Lang joined the Waupun Police Department as a volunteer Chaplain.

Community Engagement

FDL County Law Executive meeting

Dodge County Law Executive Meeting

Waupun High School Prom Event

WBEV Community Comment

Dodge County Law Enforcement Memorial Event

Fond du Lac County Law Enforcement Memorial Event

Celebrate Waupun Board Meeting

Cops on a Rooftop for Special Olympics

Multi Lingual Family Night @ RRIS

Waupun Library Board Meeting

Self-harm/Overdose Response Team Meeting

Cop Car Visit with 1st Grade students

Attended numerous sporting events

Department Information

Training

K9 Training – Officer Halverson

Defensive Tactics – Department wide training

Pursuit/Vehicle Contacts – Lt Kreitzman, Officer Halverson, Officer Knudson, Officer Hopp, Detective Konkel

WI FBINAA Conference – Chief Rasch

FBI Cyber Crimes Training – Lt Williams

420 for Patrol – Officer Knudson, Officer Warner



Waupun Police Department Monthly Report

May 2025

Info

Rick's Toy Box – The Police Department and Fire Department teamed up will Rick's Toy Box to provide children in crisis or in need, wooden toys.

Officer Graham Dumke received recognition for his 5 year anniversary at the city of Waupun Employee Banquet

Police Week and Law Enforcement Memorial Day – We honor those who have fallen in the line of duty. Staff participated by attending 2 law enforcement memorial events. Staff also had a grill out during police week.

The Narcan Direct for Law Enforcement Grant was renewed and the new supply was distributed to staff.

WPD continues to work with a Policy and Procedure Vendor for Policy Updates and Implementations. This project will take approximately 1 year to fully implement.

WPD is working with a Policy/Document Management Vendor to electronically store and organize the updated policies, documents, and any revisions.

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 May Total - 44

2025 Total – 297

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: 934

Arrests: 18



Waupun Police Department Monthly Report

May 2025

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

Investigations

WP2301169 Reckless Homicide – Guilty Verdict after week long trial that ended 5/2/2025

25WP02589 Sexual Assault – Closed and referred to Juneau County

25WP00535 Sexual Assault – Closed case with final disposition and evidence sent to Dodge DA – Charges already filed

25WP03875 Traffic Stop – Drugs and Para seized – Formulated further drug intel for Task Force Officers

24WP05652 ICAC – Ongoing Investigation and follow up of Theft of Moveable Property (\$10,000-\$100,000) Felony

25WP03399 Death Investigation – Open case, Case referred to CPS

25WP02030 Theft – Ongoing investigation and follow up

25WP02034 Sex Offense – Ongoing Investigation of 2nd Degree Sexual Assault of a Child Under 16 (x2)

25WP03418 Child Abuse – Case referred to CPS

25WP03791 Sex Offense – Case referred to CPS

25WP03906 Child Sexual Abuse Material – Ongoing investigation of Possession of Child Pornography



Waupun Police Department Monthly Report

May 2025

Cellebrite Etraction Totals

May 2025 – 2 Cellebrite Data Extractions Conducted
2025 Total - 16

2024 Total – 22 Extractions
2023 Total – 16 Extractions

Chief of Police Jeremy Rasch



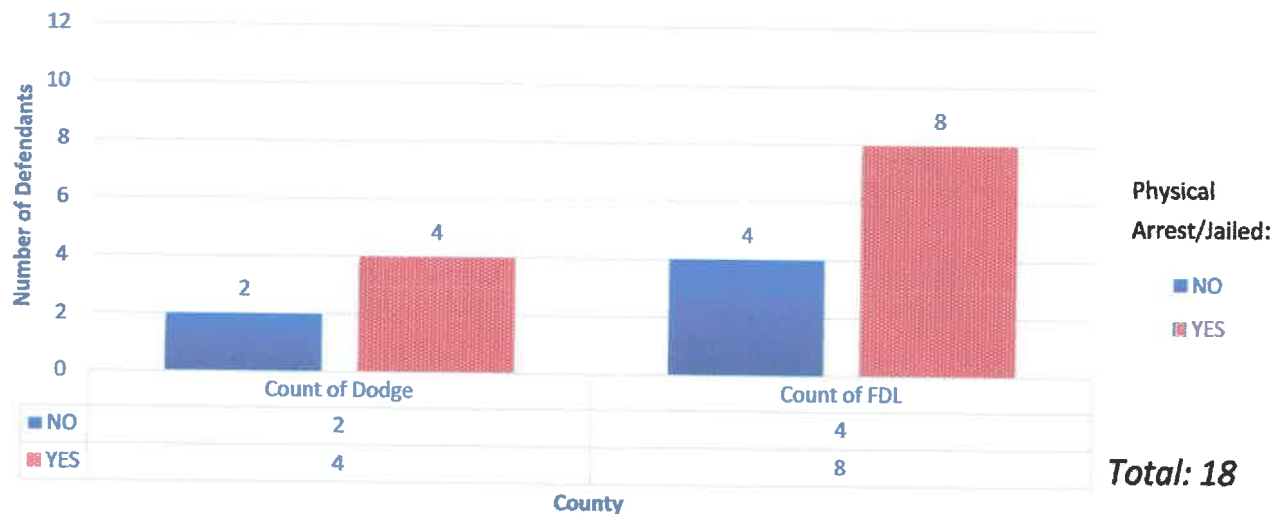
Waupun Police Department

May 2025



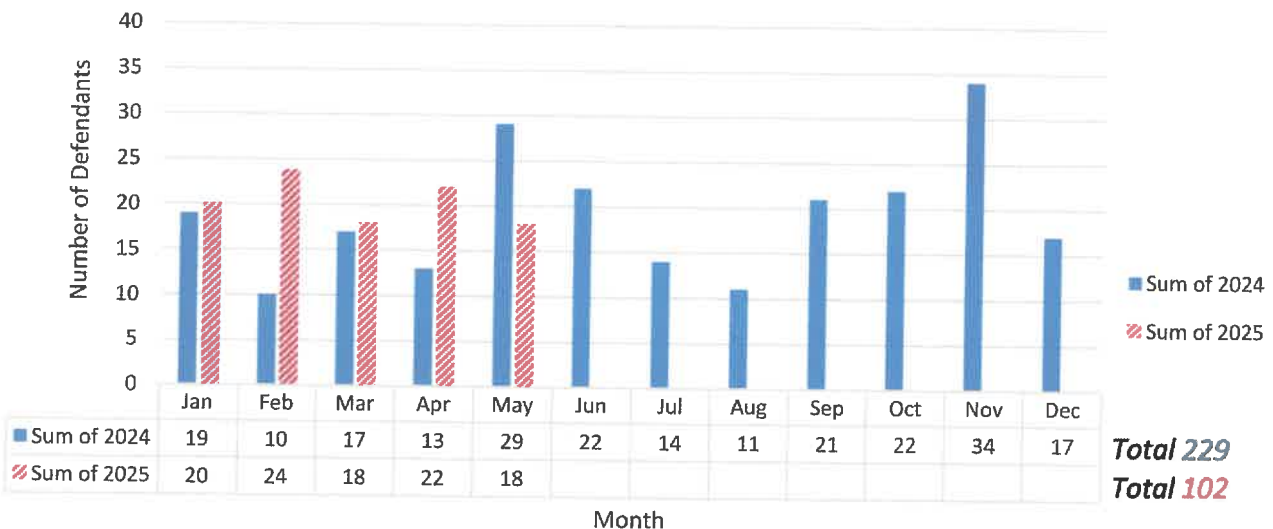
Request for Charges & Physical Arrest Report

Request for Charges & Physically Arrested May 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: May 1, 2025 To: May 31, 2025

Agency	Incident Type	Total Incidents
WP	911 CHECK	25
	ABANDONED VEHICLE	4
	ACCIDENT	6
	ACCIDENT W/BLOCKAGE	1
	AMBULANCE	45
	ANIMAL ABUSE	1
	ANIMAL BITE	2
	ANIMAL COMPLAINT	11
	ASSIST AGENCY	13
	ASSIST CITIZEN	23
	ASSIST MOTORIST	1
	ATTEMPT TO LOCATE	5
	BUILDING CHECK	72
	CAR VS DEER	2
	CHECK WELFARE	24
	CHILD ABUSE/NEGLECT	1
	CHILD CUSTODY	5
	CIVIL PROBLEM	2
	CRIMES WITH CHILDREN	1
	DEATH INVESTIGATION	2
	DEPARTMENT K9 DOG	1
	DIRECTED AREA PATROL	157
	DISABLED VEHICLE	2
	DISORDERLY CONDUCT	12
	DOMESTIC	2
	DRUGS/NARCOTICS	7
	EXTRA PATROL	99
	FIGHT	1
	FIREARM DENIAL	1
	FOLLOW UP	34
	FOOT PATROL	11
	FOUND ANIMAL	4
	FOUND PROPERTY	6
	FRAUD	2
	FUNERAL ESCORT	6
	GAS DRIVE OFF	1
	HARASSMENT	1
	HIGH SPEED CHASE	1
	HIT AND RUN	3
	INFORMATION TO DOCUMENT	5
	INTOXICATED DRIVER	1
	INTOXICATED SUBJECT	2
	INTRUSION ALARM	7
	JUVENILE PROBLEM	4
	LITTERING	1
	LOITERING	1
	MUTUAL AID/ASSIST AGENCY	1
	NEIGHBOR DISPUTE	3



Waupun Police Department Total Call Report



From: May 1, 2025 To: May 31, 2025

NEIGHBORHOOD POLICING	2
NOISE COMPLAINT	6
OCCUPIED DISABLED	2
OFFICER STANDBY	1
OPEN DOOR	1
ORDINANCE VIOLATION	24
OVERDOSE	1
PAPER SERVICE	2
PARKING ENFORCEMENT	19
PATROL ASSIST FIRE	7
PROBATION OR PAROLE VIOLATION	1
RECKLESS DRIVER	10
SCAM COMPLAINT	3
SEXUAL ASSAULT	2
SHOPLIFTER	2
SPECIAL ASSIGNMENT	11
SUBJECT STOP	5
SUSPICIOUS ACTIVITY	13
SUSPICIOUS VEHICLE	8
TAVERN CHECK	4
THEFT	5
THREATS COMPLAINT	1
TRAFFIC ENFORCEMENT	8
TRAFFIC PROBLEM	4
TRAFFIC VIOLATION	160
UNDERAGE POSSESSION	1
VANDALISM	4
WARRANT	3
WARRANT OTHER AGENCY	2
Total	934

LIBRARY	MONTHLY REPORT June 2025
Subject	Summary
Statistics	Through the end of May, the library circulated/downloaded/loaned 57,779 items, and 21,251 people walked through our doors.
Programs	Programs for June include Summer Reading Program performers on June 11, 18, 23 and 25, book clubs, and Craft Night. The monthly Friends of the Library Book Sale was June 9.
Summer Reading Program	June 9 was the first day of signing up for the annual Summer Reading Program, and we had 115 kids sign up. Kids can sign up anytime during the program.



REPORT DATE:	June 24, 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				
Miles of Road Planned Improvement 2025				

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.	• Water main and sewer main are done. Working on laterals.
1.2 Mill and Overlay	• Elm Ave (Grandview to Grace and W Brown St to Jefferson St); W Brown - Beaver Dam to Hilyer; Grace St (Fox Lake Road to Beaver Dam St) – contract awarded / slated to complete end of summer 2025
1.3 Sidewalk replacement	• Evaluations are complete. Working on letters to go out.
1.4 N Alley 300 and 400 block of E Main	• Engineering work underway
2.1 Gateway Dr land acquisition for stormwater	• Negotiation complete, waiting for ATC authorization to construct pond in their easements
2.2 Flood study (Hazel/Pattee and Edgewood)	• Increased scope of study along Hazel/Pattee to examine possible redirection of stormwater along Lincoln/State
3.1 Public Safety Facility Visioning	• Working with consultant
3. 2 Review City Hall needs	• Meeting with architect to review current information and determine capital planning needs for 2026 and beyond
3.3 Museum tuckpointing	• Complete. Now city staff are working on caulking windows and painting exterior trim.
3.4 Roof replacement – storm damage	• All roof work has been completed
3.5 Ammonia capture system @ Rec Center	• Had initial kickoff meeting onsite. Materials are ordered and work should start in August.
3.6 Mill pond gate valve repair	• Working on scheduling the completion of the repair for August/September.
3.7 Updating facilities for insurance	• Meeting with insurance appraiser. Going to all facilities to inventory and verify square footage.

3.8 Storm sewer repairs	<ul style="list-style-type: none"> Repairs have started for the summer. Currently working on a pipe issue along Pleasant Ave.
3.9 Ice Arena Floor replacement	<ul style="list-style-type: none"> The contractor has the floor removed.
3.10 Generator for Community Center	<ul style="list-style-type: none"> The generator has arrived. Working with all parties to have an initial start date to verify the generator works along with the building transfer switch.
3.11 Code enforcement	<ul style="list-style-type: none"> We have sent out a few more weed notices, Junk in terrace letters and a few tree issues.
3.12 Windmill at Heritage Ridge Park Repairs	<ul style="list-style-type: none">
4.4 Arc GIS integration	<ul style="list-style-type: none"> Significant progress completed; We will be sharing progress in July.
4.5 iWorQ integration	<ul style="list-style-type: none"> Completed sign integrations between GIS and IWorQ
Staff development and training	<ul style="list-style-type: none"> Completed more training with CVMIC

GENERAL COMMENTS & UPDATES:

1. Key Issues or Challenges/Notable Accomplishments

- Aquatic Center is open and running well.
- Summer work projects have begun
- Celebrate Waupun Setup

2. Future Considerations:

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



AGENDA SUMMARY SHEET

MEETING DATE: 6/24/25

TITLE: MONTHLY FINANCIALS

AGENDA SECTION: CONSENT-DEPARTMENT REPORTS

PRESENTER: Casey Langenfeld, Finance Director

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

SUMMARY:

STAFF RECOMMENDATION:

Request action to accept the financials for May 2025.

ATTACHMENTS:

Monthly Financials

RECOMMENDED MOTION:

Motion to approve the consent agenda and 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
----------	----------

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

CITY OF WAUPUN MONTHLY FINANCIAL REPORT

May 31, 2025



General Operations Fund

	5/31/2025 Month Activity	5/31/2025 YTD Actual	5/31/2025 Budget Amount	5/31/2025 Over/(Under)	% of Year Past 42%
REVENUE					
Taxes	74,631	1,694,127	2,384,660	(690,533)	71.04
Special Assessments	-	44	100	(56)	43.84
Intergovernmental Aids	685	428,989	4,144,529	(3,715,540)	10.35
Licenses and Permits	16,138	31,048	55,125	(24,077)	56.32
Penalties, Forfeitures	6,703	25,424	42,500	(17,076)	59.82
Public Charges for Service	8,629	193,071	366,080	(173,009)	52.74
Intergovernmental Charges	-	-	-	-	
Miscellaneous Revenue	34,898	192,878	74,575	118,303	258.64
Special Funds Activity	-	-	176,506	(176,506)	0.00
TOTAL REVENUE	141,684	2,565,582	7,244,075	(4,678,493)	
EXPENDITURES					
General Government	117,531	517,004	1,514,733	(997,729)	34.13
Recreation	38,845	123,261	730,489	(607,228)	16.87
Assessor/Inspector	3,207	16,028	40,500	(24,472)	39.57
Police	289,234	1,025,420	2,616,773	(1,591,353)	39.19
Fire	33,983	151,743	683,794	(532,051)	22.19
Public Works	167,693	678,338	1,700,457	(1,022,119)	39.89
Economic Dvlp/Admin	1,868	19,464	21,895	(2,431)	88.90
TOTAL EXPENDITURES	652,361	2,531,256	7,308,641	(4,777,385)	
NET REVENUES OVER EXPENDITURES	(510,676)	34,326	(64,566)		

Library Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	
REVENUE					
Tax Levy	-	475,330	575,277	(99,947)	82.63
Interest/Divid/Grants/Cty Approp	-	231,464	223,304	8,160	103.65
Fees	-	1,153	1,300	(147)	88.69
Revenue/Donations	6,815	17,632	5,000	12,632	352.63
TOTAL REVENUE	6,815	725,578	804,881	(79,303)	
EXPENDITURES					
Wages/Benefits	79,772	293,355	804,881	(511,526)	36.45
Revenue/Donations	-	-	-	-	0.00
TOTAL EXPENDITURES	79,772	293,355	804,881	(511,526)	
NET REVENUE OVER EXPENDITURES	(72,957)	432,224	-		

Grants and Donations Fund

	5/31/2025 <i>Month Activity</i>	5/31/2025 <i>YTD Actual</i>	5/31/2025 <i>Budget Amount</i>	5/31/2025 <i>Over/(Under)</i>	Percent
REVENUE					
Federal Grants	-	-	-	-	0.00
State/Misc Grants & Donations	933	49,840	6,000	43,840	830.67
TOTAL REVENUE	933	49,840	6,000	43,840	
EXPENDITURES					
General Government	-	-	5,000	(5,000)	0.00
Recreational Grants	25	9,609	-	9,609	0.00
Police Grants	280	645	-	645	0.00
Fire/EMR Grants	-	3,906	-	3,906	0.00
DPW Grants	-	-	-	-	0.00
Economic Development	-	-	1,000	(1,000)	0.00
TOTAL EXPENDITURES	305	14,160	6,000	8,160	
NET REVENUE OVER EXPENDITURES	628	35,680	-		

Building Inspection Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Tax Levy	-	-	-	-	0.00
Building Permits	5,955	48,457	75,000	(26,543)	64.61
Fees	1,870	9,075	9,500	(425)	95.53
TOTAL REVENUE	7,825	57,532	84,500	(26,968)	
EXPENDITURES					
Operating Supplies/Wages	21,719	51,030	78,108	(27,078)	65.33
TOTAL EXPENDITURES	21,719	51,030	78,108	(27,078)	
NET REVENUE OVER EXPENDITURES	(13,894)	6,502	6,392		

Debt Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Paid to Escrow Agent	-	-	-	-	0.00
General Property Tax	-	666,778	806,980	(140,202)	82.63
Funds Applied	137	674	1,000	(326)	67.35
Transfer in Other Funds	78,219	314,222	1,062,085	(747,863)	29.59
TOTAL REVENUE	78,356	981,673	1,870,065	(888,392)	
EXPENDITURES					
Principal and Interest Payments	-	7,725	130,450	(122,725)	5.92
Principal and Interest Payments	96,281	509,950	1,739,616	(1,229,666)	29.31
TOTAL EXPENDITURES	96,281	517,675	1,870,066	(1,352,391)	
NET REVENUE OVER EXPENDITURES	(17,925)	463,999	(1)		

Capital Fund

	5/31/2025 <i>Month Activity</i>	5/31/2025 <i>YTD Actual</i>	5/31/2025 <i>Budget Amount</i>	5/31/2025 <i>Over/(Under)</i>	Percent
REVENUE					
Tax Levy	-	280,929	340,000	(59,071)	82.63
Sidewalks	-	-	-	-	0.00
State Shared Revenue/Exp. Restr.	-	21,433	533,063	(511,630)	4.02
Fees - Recreation Facilities	-	500	15,000	(14,500)	3.33
Co. & Muni. Street & Highways	-	-	-	-	0.00
Interest and Misc Income	3,593	725,815	8,000	717,815	9072.69
Transfer in Other Funds	-	1,658,077	1,206,646	451,431	137.41
TOTAL REVENUE	3,593	2,686,755	2,102,709	584,046	
EXPENDITURES					
City Hall	-	112,209	165,000	(52,791)	
Recreation	124,638	188,800	339,130	(150,330)	55.67
Public Safety	-	-	297,500	(297,500)	0.00
Library	-	-	5,000	(5,000)	0.00
DPW/Streets	233,649	659,491	1,161,747	(502,256)	56.77
Transfer Out - Other Funds	-	-	-	-	0.00
TOTAL EXPENDITURES	358,286	960,501	1,968,377	(1,007,876)	
NET REVENUE OVER EXPENDITURES	(354,693)	1,726,254	134,332		

Business Park Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Tax Increment	-	-	-	-	0.00
Interest Income	36	36	-	36	0.00
Leases/Debt Proceeds	2,493	39,447	12,221	27,226	322.78
TOTAL REVENUE	2,528	39,482	12,221	27,261	
EXPENDITURES					
Operating	-	44,135	51,149	(7,014)	86.29
TOTAL EXPENDITURES	-	44,135	51,149	(7,014)	
NET REVENUE OVER EXPENDITURES	2,528	(4,653)	(38,928)		

TID 3 Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Tax Increment	12,311	166,147	206,481	(40,335)	80.47
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
TOTAL REVENUE	12,311	261,624	212,504	49,120	
EXPENDITURES					
Operating	4,104	213,595	181,088	32,507	117.95
Transfer Out - Other Funds	-	-	-	-	0.00
TOTAL EXPENDITURES	4,104	213,595	181,088	32,507	
NET REVENUE OVER EXPENDITURES	8,207	48,029	31,416		

TID 5 Fund

	5/31/2025 Month Activity	5/31/2025 YTD Actual	5/31/2025 Budget Amount	5/31/2025 Over/(Under)	Percent
REVENUE					
Tax Increment	10,064	393,194	485,416	(92,222)	81.00
Developer Guarantees	-	7,004	32,342	(25,338)	0.00
Fees	-	-	-	-	0.00
Interest Revenue	-	-	-	-	0.00
Proceeds Long Term Debt Issue	-	-	-	-	0.00
TOTAL REVENUE	10,064	400,198	517,758	(117,560)	
EXPENDITURES					
Operating	-	42,382	387,800	(345,418)	10.93
TOTAL EXPENDITURES	-	42,382	387,800	(345,418)	
NET REVENUE OVER EXPENDITURES	10,064	357,817	129,958		

TID 6 Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Tax Increment	3,539	116,657	140,441	(23,785)	83.06
State/Federal Grants	-	-	-	-	0.00
Permits	-	-	-	-	0.00
Donations/Transfer In	-	-	-	-	0.00
TOTAL REVENUE	3,539	116,657	140,441	(23,785)	
EXPENDITURES					
Transfers Out - Other Funds	-	-	100,000	(100,000)	0.00
Operating	-	1,643	5,150	(3,507)	31.90
TOTAL EXPENDITURES	-	1,643	105,150	(103,507)	
NET REVENUE OVER EXPENDITURES	3,539	115,014	35,291		

TID 7 Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Tax Increment	864	62,519	75,484	(12,965)	82.82
Permits	-	-	-	-	0.00
State Grants	-	-	-	-	0.00
Permits - Other	(9,421)	2,499	-	2,499	0.00
Donations	-	-	-	-	0.00
TOTAL REVENUE	(8,557)	65,019	75,484	(10,466)	
EXPENDITURES					
Int on Adv/Transfer to Debt Fund	26,469	26,469	157,938	(131,469)	16.76
Operating	-	1,709	1,150	559	148.64
TOTAL EXPENDITURES	26,469	28,178	159,088	(130,910)	
NET REVENUE OVER EXPENDITURES	(35,026)	36,841	(83,604)	120,444	

TID 8 Fund

	5/31/2025 <i>Month Activity</i>	5/31/2025 <i>YTD Actual</i>	5/31/2025 <i>Budget Amount</i>	5/31/2025 <i>Over/(Under)</i>	Percent
REVENUE					
Tax Increment	6,308	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
TOTAL REVENUE	6,308	188,604	226,936	(38,331)	
EXPENDITURES					
Transfer Out - Debt Fund	-	57,070	93,416	(36,346)	0.00
Operating	-	1,557	1,150	407	0.00
TOTAL EXPENDITURES	-	58,626	94,566	(35,940)	
NET REVENUE OVER EXPENDITURES	6,308	129,978	132,370		

TID 9 Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Tax Increment	-	427,948	517,932	(89,984)	0.00
Interest Revenue	1,650	8,055	-	8,055	0.00
Proceeds Long Term Debt	-	-	-	-	0.00
TOTAL REVENUE	1,650	436,003	517,932	(81,929)	
EXPENDITURES					
Transfer Out - Other Funds	51,750	51,750	103,500	(51,750)	0.00
Operating	3,270	19,548	2,450	17,098	797.88
TOTAL EXPENDITURES	55,020	71,298	105,950	(34,652)	
NET REVENUE OVER EXPENDITURES	(53,370)	364,705	411,982		

Equipment Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Tax Levy	-	232,122	280,930	(48,808)	82.63
Grants	-	10,471	-	10,471	0.00
Misc.	12,937	25,430	5,000	20,430	508.60
Transfers In - Other Funds	-	2,510,000	2,682,250	(172,250)	
TOTAL REVENUE	12,937	2,778,023	2,968,180	(190,157)	
EXPENDITURES					
Administration	-	8,084	20,100	(12,016)	40.22
Recreation	-	-	5,000	(5,000)	0.00
Police	57,039	186,356	195,127	(8,771)	95.50
Fire	1,130	1,827,745	2,519,000	(691,255)	72.56
Library	-	-	-	-	
DPW	-	58,229	286,750	(228,521)	20.31
TOTAL EXPENDITURES	58,169	2,080,414	3,025,977	(945,563)	
NET REVENUE OVER EXPENDITURES	(45,232)	697,608	(57,797)		

Recycling Fund

	5/31/2025 <i>Month Activity</i>	5/31/2025 <i>YTD Actual</i>	5/31/2025 <i>Budget Amount</i>	5/31/2025 <i>Over/(Under)</i>	Percent
REVENUE					
Grant	50,558	50,558	5,000	45,558	0.00
Fees	12,540	50,165	160,229	(110,064)	31.31
Interest	433	2,126	3,500	(1,374)	60.74
TOTAL REVENUE	63,531	102,850	168,729	(65,879)	
EXPENDITURES					
Operating	12,721	51,426	160,048	(108,622)	32.13
TOTAL EXPENDITURES	12,721	51,426	160,048	(108,622)	
NET REVENUE OVER EXPENDITURES	50,810	51,424	8,681		

Solid Waste Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Fees	37,620	150,496	442,265	(291,769)	34.03
TOTAL REVENUE	37,620	150,496	442,265	(291,769)	
EXPENDITURES					
Operating	34,516	138,996	442,493	(303,497)	31.41
TOTAL EXPENDITURES	34,516	138,996	442,493	(303,497)	
NET REVENUE OVER EXPENDITURES	3,104	11,500	(228)		

Tourism Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Local Room Tax	7,174	20,618	60,000	(39,382)	34.36
Misc.	-	-	10,000	(10,000)	0.00
TOTAL REVENUE	7,174	20,618	70,000	(49,382)	
EXPENDITURES					
Operating	7,206	18,338	70,000	(51,662)	26.20
TOTAL EXPENDITURES	7,206	18,338	70,000	(51,662)	
NET REVENUE OVER EXPENDITURES	(33)	2,280	-		

Taxi Fund

	5/31/2025	5/31/2025	5/31/2025	5/31/2025	
	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Tax Levy	-	37,182	45,000	(7,818)	0.00
State/Federal Grants	-	32,254	93,000	(60,746)	34.68
Sale of Vehicles/Property	-	-	-	-	0.00
Transfer In - Other Funds	-	-	-	-	0.00
TOTAL REVENUE	-	69,436	138,000	(68,564)	
EXPENDITURES					
Operating	12,402	46,895	162,928	(116,033)	28.78
TOTAL EXPENDITURES	12,402	46,895	162,928	(116,033)	
NET REVENUE OVER EXPENDITURES	(12,402)	22,541	(24,928)		

Stormwater Fund

	Month Activity	YTD Actual	Budget Amount	Over/(Under)	Percent
REVENUE					
Grants	-	-	-	-	0.00
Fees	-	-	-	-	0.00
Stormwater Fees	53,905	213,786	592,500	(378,714)	36.08
Proceeds Long Term Debt Issue	-	545,000	1,115,643	(570,643)	0.00
TOTAL REVENUE	53,905	758,786	1,708,143	(949,357)	
EXPENDITURES					
Operating, Wages, Benefits	33,664	219,880	1,617,979	(1,398,099)	13.59
TOTAL EXPENDITURES	33,664	219,880	1,617,979	(1,398,099)	
NET REVENUE OVER EXPENDITURES	20,241	538,906	90,164		



COUNCIL COMMUNICATION

REPORT DATE:	January – June 2025
DEPARTMENT:	Human Resources
PREPARED BY:	Angie Hull, City Clerk/Treasurer/HR/Assistant to the Mayor

KEY PERFORMANCE INDICATORS:

METRIC*	SEMI ANNUAL TOTAL	SEMI ANNUAL PRIOR YEAR	YTD TOTAL	YTD TOTAL PRIOR YEAR
New Hires	27	20	27	25
Retirements/Resignations	7	9	7	32

POSITIONS FILLED

- DPW & Planning Coordinator – Kelsy VandeStreek 2/24/25
- Recreation Youth and Adult Programming Specialist- Kim DeBoer 3/10/25
- Recreation Active Older Adults Programming Specialist -Brenda Mueller 3/10/25
- Recreation Weekend Programming Specialist – Jeff Bruins and Denis Christopherson 3/10/25
- Police Detective- Krystal Konkel 3/6/25
- Police Patrol Officer – Dean Hopp 3/3/24
- Patrol Officer (In-Training)- Charles Hensen 3/14/25
- Library 2: Larkin Michels 3/31/25
- Library Page- Lucas Boersma, Brayden Schultz
- Public Works Seasonal Staff: Lucas Greenfield, Easton Hull, Carson Mulder, Derek Pribbenow, Jacob Schaalma, Jacob Steinbach, Gage VanBuren
- Park-Recreation Seasonal Staff: Hannah Bade, Evy Borth, Kaelyn Mulder, Kayden Mach
- Library Interns Seasonal Staff: Elizabeth Neumann, Hannah Aalsma, Logan Wobschall
- Firefighter: Owen Kooima 6/30/25, Austin Hanefeld 6/30/25

PROMOTIONS

- Fire Department – Dan Holz, Fire Lieutenant (5/19/25)
- Fire Department- Nate Schears, Fire Lieutenant (5/19/25)
- Fire Department- Steve Metz, EMS Captain (5/20/25)
- Fire Department- Lance Thomas- EMS Captain (6/10/25)

INTERVIEWS - CONDITIONAL OFFERS - PENDING

- Fire Department – (4) Firefighter
- Fire Department- (2) EMR

POSITIONS VACANT

- Fire Department Paid-on-Call Firefighter
- Fire Department Paid-on-Call EMR

RECRUITMENT

- Advertisement in local Newspaper Fond Du Lac Reporter-Daily Citizen
- Summer Youth positions provided to Waupun School District and Central WI Christian School
- City Facebook
- City Website
- April: Fire Department Job Fair at Waupun School District

EMPLOYEE TRAINING / CERTIFICATIONS

- Fire Department: ATV/UTV – Victoria Nelson,
- Fire Department: Mental Health First Aid- Brielle Aylesworth
- Recreation: CPR/First Aid- Rachel Kaminski, Brenda Mueller, Denis Christopherson
- Public Works: CVMIC Lock Out/Tag Out, WorkZone Safety, Back Safety-Safe Lifting, Overhead Hoist – DPW Staff

EMPLOYEE LEAVE OF ABSENCE – WORKMAN'S COMPENSATION LEAVE

- Fire Department- (1) EMR Medical Leave 4/18/25-6/2/25
- Fire Department- (1) EMR Medical Leave 9/1/24-continues
- Fire Department- (1) EMR Workman's Comp 6/18/25 no-loss claim
- Recreation- (1) Program Assistant Medical Leave 4/15/25-5/1/25
- Police Department- (1) Patrol Officer Workman's Comp 2/4/25 – 6/3/25
- Police Department- (1) Patrol Officer Military Leave 6/12/25- approximately 1 year

GOAL	PROGRESS	NOTES/ACTIVITIES
Monitor progress on succession plan/adjust	Ongoing	<ul style="list-style-type: none"> • 2026 Budget to Reflect Transitions Plans
Recruit and onboard vacant positions	In Process	<ul style="list-style-type: none"> • Fire Depart recruitment efforts in process
Revise employee handbook to reflect industry standards and regulatory requirements	In Process	<ul style="list-style-type: none"> • Policy handbook being digitized
Fire Department Policy creation/updating	In Process	<ul style="list-style-type: none"> • Lexipol to update and create fire department policies and procedures
Police Department Policy creation/updating	In Process	<ul style="list-style-type: none"> • CSI LLC to update and create police department policies and procedures
Annually review and revise employee job descriptions to reflect essential duties/functions	In Process	<ul style="list-style-type: none"> • Evaluations in process / completing end of June • Job Descriptions being updated as needed
Recommend enhancements to employee compensation/benefits to be employer of choice	In Process	<ul style="list-style-type: none"> • Compensation Consultant Engaged
Enhance education/training opportunities for staff	In Process	<ul style="list-style-type: none"> • CVMIC annual review for EPL/Succession/Safety completed • Training plan identified and in process
Establish an employee intranet to improve communication and access	Not Started	<ul style="list-style-type: none"> • Not started / need to commit resource to lead project
Establish an online job application module, record keeping of training	In Process	<ul style="list-style-type: none"> • NeoGov- Cities and Villages Mutual Insurance Co. –Communications and data entry begun



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

KEY PERFORMANCE INDICATORS:

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

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

GOAL PROGRESS:

GOAL	NOTES/ACTIVITIES
1.1 Identify methods to increase communication and public transparency.	<ul style="list-style-type: none">Communications committee formed and first meeting planned for June.Work underway with CivicPlus to address website upgrades.
1.2 Increase resources for building inspection/zoning/code enforcement.	<ul style="list-style-type: none">Refining reporting with iWorQ tool / meeting with PD to discuss integration of disparate data sources for reporting
1.3 Revise employee handbook to reflect industry standards and regulatory requirements.	<ul style="list-style-type: none">Handbook has been compiled into a searchable PDF document and needed revisions are being identified.Worked with CVMIC to plan an HR Audit to identify largest policy gaps to be worked on.Beginning implementation of Neogov suite of services to support HR function.
1.4 Annually review and revise where necessary employee job descriptions to reflect essential duties and functions.	<ul style="list-style-type: none">Annual performance reviews have been initiated – Due June 20. Job descriptions will be evaluated as part of this process.
1.5 Recommend enhancements to employee compensation and benefits to reflect industry standards and best practices.	<ul style="list-style-type: none">Engaged with Cottingham & Butler to review current wage scale and position classifications.Maintaining current partnership with USI as our health insurance broker and working to

	<p>develop strategies to positively impact renewals. Preliminary renewal received under rate cap and working to further negotiate.</p> <ul style="list-style-type: none"> • Waupun Wellness Clinic is gaining an additional employer. Hours of operation will expand for all staff as of 7/1/25.
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GOAL	NOTES/ACTIVITIES
2.1 Market available land for development.	<ul style="list-style-type: none"> • Approved purchase of 5.8 acres from Phoenix Investors along Libby St and the narrow strips running east of the city needed for Shaler Dr extension. Survey completed. Closing anticipated July 2026. • Secured Dodge County Community Development Grant to support extension of Shaler Drive between travel plaza and Mayfair Dr. City will need to meet contingencies and provide 50% match. Total project cost estimated at \$1.7M. Working to meet a number of contingencies on grant funding.
2.2 Strengthen entrepreneurial ecosystem to support business starts.	<ul style="list-style-type: none"> • Ignite Rural Business Accelerator Program launching fall 2025 – includes Pitch event with significant prize money. • Secured a Joint Small Business Development Grant through WEDC in collaboration with Ripon, Campbellsport and N Fond du Lac to start a rural development RLF and grant program. • Applied to WEDC's Main Street Cohort Program – if selected this is a 10 month training program to determine feasibility of moving to Main St status. A group of businesses have committed to participating with us in this program if selected.
2.3 Advance Design WI plan to support downtown revitalization and leverage TID investments.	<ul style="list-style-type: none"> • Planning meeting with downtown property owners complete; engineer working on preliminary plans that will require further property owner engagement.
2.4 Address Gaps in housing to meet the needs of the community.	<ul style="list-style-type: none"> • Carver Flats broke ground on 4 building project near Heritage Ridge. • Engaged with MSA on needed PCD zoning updates. • Amendment TID 9 boundaries – in process. • Creation of TID 10 – 331 Bly Street for redevelopment in process. • Acquired land from Phoenix Investors to support Shaler Dr extension to support added housing.
2.5 Support business attraction.	<ul style="list-style-type: none"> • See 2.1 and 2.2 above. • Cleaning up old Vande Zande Farm land to prepare for redevelopment. TID 9 Amendment.
2.6 Strengthen partnerships with local schools and state agencies.	<ul style="list-style-type: none"> • Complete first year of Youth Apprenticeship program for fire and Downtown Promotion.

	<ul style="list-style-type: none"> Completed first year of Incubator.edu curriculum with WASD. Enrollments increasing for 25/26.
2.7 Optimize TID performance.	<ul style="list-style-type: none"> Closed TID 6 to address 12% EV limitations and open up new growth opportunities. TID 10 and Amendment to TID 9 underway.

GENERAL COMMENTS & UPDATES:

1. Key Issues or Challenges/Notable Accomplishments

- We will not be filling the accounting specialist vacancy created when Terri Greenfield moved to a role with Waupun Utilities. We are now evaluating if there is a need that can be addressed through reallocation of that .5 FTE to other areas based on SWOC and 2026 budget planning process.
- DLWR worked with staff and completed a Waupun feature in the Fox Cities Worth the Drive publication that will be released in July. This involved extensive work to capture new photography in the city and development of editorial content.
- Moving to dispose of city-owned property at 627 Maxon St.

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.
- Attended Collective Bargaining training. Police Union is looking to negotiate contract early with the goal of evaluating 12 hour shifts. Preliminary conversations are planned for July 15.

City of Waupun - SWOC Worksheet (2026 – 2029)

STRENGTHS (Internal, Positive)	OPPORTUNITIES (External, Positive)
<ul style="list-style-type: none"> • Employees – Knowledgeable and Responsive • Department Leadership • Increasing Cross-Department Collaboration • Ability to Onboard New Staff • New Community Center and related programming to enhance quality of life • Expanding Private Sector Tax Base / Growing Employment Opportunities • Safe Community • Access to Healthcare (available, affordable, etc.) • Emergency Preparedness / Response Capabilities • Partnerships (Ignite, Envision Greater Fond du Lac, DLWR, Library Network, etc.) • Capital Planning Process / Debt Forecasting • Strong Bond Rating / Cash Positions • Strong Community Support / Volunteer Network • Consistent Delivery of Essential Services • Location / Access to Major Highways • Recreational Assets / Quality of Life 	<ul style="list-style-type: none"> • Engage with Schools on YA and Cadet Programs • Quality Schools (Public and Private) Attract Residents • Colleges and Universities – Potential Partnerships • Technology Interfaces to Create Self Service for Residents • Increase Outbound Communication of All Types (Improve Accuracy and Reliability) • Continuous Improvement / Process Automation / Impact of AI • Develop Shared Service Agreements to Reduce Cost of Service Delivery • Expand Partnerships to Strengthen Service Delivery • Expand Partnerships to Enhance Communication Channels • Planning and Land Acquisition to Support Long-term Growth Needs • Increased Citizen Engagement to Inform Priorities • Growth Along US151 Corridor / Beaver Dam Development • Strengthen Entrepreneurship Ecosystem • Grants/Alternative Revenues • Legislation (SB 180) to Support Housing Financing Options • Qualify for Low Interest Infrastructure and Housing Conversion Programs • Advocacy with New State Representatives Still Learning Needs of Waupun
WEAKNESSES (Internal, Negative)	CHALLENGES (External, Negative)
<ul style="list-style-type: none"> • Succession lacking with anticipated departures of key dept heads • Decentralized HR (challenge to coordinate, onboard and maintain records) • Project management process needed to improve outcomes • Aging Infrastructure / Facilities require significant investment without adequate revenue to support • Ability to optimize technology without in-house expertise • Land locked - TID Growth Restricted • Lack of Available/Affordable Housing • Aging Population, Changing Service Demands • New Business Identification • Lack of Programs Focused on Employee Retention • Amenities such as Daycare, Broad Public Transit, etc. • Not Enough Staff to Cover all Expectations / Staff Multi-Tasking • Public Safety Facilities Lacking / Inefficient • Cost of Reliable / Safe Internet Provider • Communication – Limited Reporting of Facts Creates Confusion • Weekend Hours / Rental Specific to Recreation Programming • Debt Dependence Increasing / Lack of Sufficient Funding • No Dedicated Grants Specialist – Routinely Seeking Funding • Code Enforcement Fragmented – Need to Improve Flow of Information • Fire Staffing Models / Shared Ambulance with Prisons/Hospital 	<ul style="list-style-type: none"> • Inadequate revenue to Support Escalating Costs (exceeding CPI) • Any Risk Associated with Loss of Industry / Prisons • Unfunded Mandates (i.e., Storm ponds, other regulatory) • Unclear Regulatory (i.e., PFAS, other environmental) • Land Locked • Potential funding reductions from Federal/State / Rulings on Act 10 • Political Uncertainty • Weather Patterns Continue to Evolve / Flooding / Extreme Weather • Lack of Stable/Growing Workforce Applicant Pool • Increasing Mental Health Needs • Lack of Civility / Inflamed Social Media / Threats • Shifting Citizen Expectations – Aging Community / Shifting Demands • Attracting Young Professionals/Families to Our Community • Increasing Poverty Rates • Lack of Control of Contracted Service Delivery • Alignment on Top Priorities Across All Boards/Commissions/Council • Housing Attainability for Young Professionals/Families • Insurance Costs / Coverage Reductions



AGENDA SUMMARY SHEET

MEETING DATE: 6/24/25

TITLE: 2026 Budget Workshop

AGENDA SECTION: BUDGET WORKSHOP

PRESENTER: Kathy Schlieve

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

ISSUE SUMMARY:

Attached is a SWOC (Strengths, Weaknesses, Opportunities, Challenges) analysis completed by staff with primary areas in yellow highlighted that align with council feedback provided. Staff will provide an overview and outlined priority areas for this next budget cycle. Gaps in resources will be highlight for further discussion.

STAFF RECOMENDATION:

ATTACHMENTS:

SWOC

RECOMENDED MOTION:

N/A