

Village of Fox Crossing Board of Trustees Regular Meeting
Monday, June 24, 2024 - 6:00 p.m.
Municipal Complex - Arden Tews Assembly Room
2000 Municipal Drive, Neenah WI 54956
Agenda

1. **Call to Order, Pledge of Allegiance and Roll Call**
2. **Awards/Presentations**
3. **Public Hearings**
4. **Minutes to Approve/ Minutes and Correspondence to Receive**
Minutes to Approve
 - a) Regular Village Board Meeting – June 10, 2024**Minutes and Correspondence to Receive**
 - b) Board of Review Meeting Minutes – June 5, 2024
 - c) Park Commission Meeting Minutes – May 8, 2024
 - d) Planning Commission Meeting Minutes – May 15, 2024
 - e) Water Main Breaks Report – April 2024 & May 2024
 - f) Water Pumpage Report – April 2024 & May 2024
5. **Public Comments Addressed to the Village Board. Individuals properly signed in may speak directly to the Village Board on non-repetitive Village matters whether on, or not on the agenda. However, no announcements of candidacy for any elected position or “electioneering” will be permitted.** Commenters must be orderly, wait to be called, speak from the podium, and direct their comments to the Board. A maximum of **2-minutes** per person is allowed and you must return to the audience when signaled to do so. The total time allocated for public comments shall not exceed 30 minutes. Public comment is not permitted outside of this public comment period. *Note:* The Board’s ability to act on or respond to public comments is limited by Chapter 19, WI Stats. **To address the Village Board, complete the Public Participation signup sheet.**
6. **Discussion Items**
7. **Unfinished Business**
8. **New Business- Resolutions/Ordinances/Policies**
 - a) 240624-1 Supporting and Approving of the New Appleton (Fox Cities) MPO Policy Board Structure and Redesignation Agreement
 - b) 240624-1:ORD Amend Fox Crossing Municipal Code Chapter §388 Comprehensive Plan – Amend Future Land Use Map for Parcel #12105271301 Located on Deerwood Avenue from Commercial to Industrial *First Reading*
 - c) 240624-2:ORD Amend Fox Crossing Municipal Code Chapter §435 Zoning Ordinance – Rezone Parcel #12105271301 Located on Deerwood Avenue from M-1 Mixed Use District to I-2 Heavy Industrial District *First Reading*
 - d) 240624-2 Condominium Plat Amendment – Fifth Addendum to Prairie Lake Condominiums
 - e) 240624-3 Condominium Plat – 1701 & 1703 Gateway Place
 - f) 240624-4 2024 Budget Amendment to Provide Funds for the Police Department
 - g) 240624-5 Change Order #1 – Jacobsen Road Reconstruction Project to Include the Installation of Storm Sewer Main, Storm Sewer Laterals, and a 10’ Asphalt Trail; to Add the O’Hauser South Park Drainage Improvement Project
 - h) 240624-6 Designation of July as Parks & Recreation Month in Fox Crossing
 - i) 240624-7 Annual Alcohol Beverage License Application for the Term July 1, 2024 – June 30, 2025
 - j) 240610-1:ORD Amend Fox Crossing Municipal Code Chapter §154 Animals, to Add a License Fee Exemption for Dogs that are Service Animals *Second Reading & Adoption*
 - k) 240624-8 Operator License Applicants
 - l) 240624-9 Expenditures
9. **Reports**
 - a) Village President Dale Youngquist – Village Trustee #4 Vacancy Update
 - b) Public Works Director Joe Hoehst – Valley Road Utility Improvement Project Update

10. Closed Session

11. Adjourn

A quorum of Police & Fire, Planning, and Park Commissions may be present, although official action by those bodies will not be taken; the only business to be conducted is for Village Board action.

Those individuals requiring the assistance of a sign language interpreter to participate in this meeting may call 720.7101 a minimum of five business days prior to the meeting.

**VILLAGE OF FOX CROSSING
BOARD OF TRUSTEES REGULAR MEETING
Municipal Complex – Arden Tews Assembly Room
Monday, June 10, 2024**

Minutes

1. Call to Order, Pledge of Allegiance, and Roll Call

Meeting called to order by President Youngquist at 6:00 p.m. The Pledge of Allegiance was recited and a moment of silence was held in honor of Memorial Day.

Village Clerk Darla Fink took roll call and noted those present: President Dale Youngquist, Trustees Michael Van Dyke, Kris Koeppel, Gregory Ziegler, Deb Swiertz, and Barbara Hanson.

Also Present: Village Manager Jeffrey Sturgell, Director of Finance Jeremy Searl, Director of Community Development George Dearborn, Fire Chief Todd Sweeney, Chief of Police Scott Blashka, Director of Parks & Recreation Amanda Geiser, Attorney Andrew Rossmeissl, and Engineer Lee Reibold. Excused: Director of Public Works Joe Hoechst and Engineer Bradley Werner. There were ten attendees.

2. Awards / Presentations

a) Introduction and Oath of Office of Fox Crossing Police Officer Joshua Biocic – Police Chief Scott Blashka

Chief Blashka introduced the newest Police Officer Joshua Biocic and provided his educational background and work history. Clerk Fink administered the Oath of Office.

b) Annual Audit Report for Fiscal Year 2023 – David Minch, CPA of KerberRose, S.C.

Director Searl introduced David Minch and gave the typical timeline for the Audit and noted this year went significantly better than last year as far as being timely. David Minch stated there are two reports issued at the conclusion of the Audit. The opinion on the financial results is unmodified which means it is a clean opinion and the highest level of assurance that can be provided. He congratulated the Village on receiving the Excellence in Financial Reporting Award again. He provided detail on the general fund balance and a breakdown of each component. He stated the Village is sitting in a good financial position going into 2024 and compared total fund balances as compared to previous years. The Village's total debt increased by approximately \$300,000.00.

Mr. Minch went through the proprietary net funds and the breakdown by utility, including sewer, water, and storm water showing trend information over the previous years. He stated all utilities are functioning very strongly and generating good operating income. He stated there was a comment in the management letter regarding the Village's change from punch clocks to timesheets for hourly employees. He stated there is no right or wrong way to handle this, however they would encourage the Village to evaluate this change and the key controls over employee hour reporting.

Trustee Hanson asked if it is more efficient to use a timesheet or a punch clock and the cost of a current punch clock system. Mr. Minch stated he cannot answer those questions but stated it is Kerber Rose's recommendation to use a punch clock system. Director Searl stated the Village is currently in the process of evaluating different options using technology and paperless timesheets, but they are still researching this.

3. Public Hearings**4. Minutes to Approve / Minutes and Correspondence to Receive
Minutes to Approve**

a) Regular Village Board Meeting – May 20, 2024

Minutes and Correspondence to Receive

MOTION: Trustee Van Dyke, seconded by Trustee Ziegler to approve the minutes. Motion carried via voice vote, with President Youngquist abstaining due to his absence at the previous meeting.

5. Public Comments Addressed to the Village Board**6. Discussion Items****7. Unfinished Business****8. New Business-Resolutions/Ordinances/Policies**

a) 240610-1:ORD Amend Fox Crossing Municipal Code Chapter §154 Animals, to Add a License Fee Exemption for Dogs that are Service Animals First Reading

MOTION: Trustee Van Dyke, seconded by Trustee Ziegler to accept the First Reading as submitted. Manager Sturgell advised we already waive the license fee if a resident shows paperwork proving their dog has been deemed a service animal but this will change the Ordinance to match our current practice. Motion carried via voice vote.

b) 240610-1 Accept the Electronic Compliance Maintenance Annual Report (eCMAR)

MOTION: Trustee Ziegler, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.

c) 240610-2 Reappointment of Park Commission Member – Jordyn Kurer

MOTION: Trustee Van Dyke, seconded by Trustee Hanson to approve as submitted. Clerk Fink administered the Oath of Office. Motion carried via voice vote.

d) 240610-3 Reappointment of Park Commission Member – Jean Wollerman

MOTION: Trustee Van Dyke, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.

e) 240610-4 Reappointment of Sustainability Committee Member – Thomas Willecke

MOTION: Trustee Koeppe, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.

f) 240610-5 Reappointment of Sustainability Committee Member – Susan Garcia-Franz

MOTION: Trustee Koeppe, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.

g) 240610-6 Reappointment of Sustainability Committee Member – Megan Horejs

MOTION: Trustee Hanson, seconded by Trustee Koeppe to approve as submitted. Motion carried via voice vote.

h) 240610-7 Reappointment of Sustainability Committee Member – Michael Scheibe

MOTION: Trustee Van Dyke, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.

i) 240610-8 Annual Alcohol Beverage License Renewal Applications for the Term July 1, 2024 – June 30, 2025

MOTION: Trustee Van Dyke, seconded by Trustee Ziegler to approve as submitted. Clerk Fink advised there are two establishments that missed the deadline for this meeting, so there will be a similar Resolution at the upcoming meeting. Motion carried via voice vote.

- j) 240610-9 Annual Beer Garden License Renewal Applications for the Term July 1, 2024 – June 30, 2025
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Motion carried via voice vote.
- k) 240610-10 Annual Mechanical Amusement License Renewal Applications for the Term July 1, 2024 – June 30, 2025
MOTION: Trustee Van Dyke, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.
- l) 240610-11 Issue Class “B” Beer License and Appointment of Agent for Omsai LLC d/b/a Econolodge Neenah, 2000 Holly Road
MOTION: Trustee Van Dyke, seconded by Trustee Koeppe to approve as submitted. Trustee Hanson questioned the change in license, and asked where the customers will drinking at the establishment. Director Dearborn stated he recently visited and stated they have made dramatic changes to this location, including the addition of a breakfast eating area and he does not see any issues with the issuance of this license. Motion carried via voice vote.
- m) 240610-12 Operator License Applicants
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve as submitted. Motion carried via voice vote.
- n) 240610-13 Expenditures
MOTION: Trustee Ziegler, seconded by Trustee Koeppe to approve the expenditures submitted without exception. Motion carried via voice vote.

9. Reports

- a) Village President Dale Youngquist – Village Trustee #4 Vacancy Update

President Youngquist advised Trustee Jason Patzwald has resigned from the Village Board, and they are now seeking applicants for this position. Applicants will be accept through June 17th with an intention to fill the position by early July.

- b) Village Manager Jeffrey Sturgell – Theodore (Ted) Lang Revocable Trust Gifts to Village Police & Fire Departments

Manager Sturgell advised the Police and Fire Departments each received a generous donation from the Estate of Ted Lang. Ted and his wife were longtime residents of the Village, and when he passed away in 2022, his Will included a provision that the Police and Fire Departments would each receive 3% of his estate which came to \$17,650 to each department. The funds have been placed in the special revenue fund for each department, with no restrictions on these gifts. At an upcoming meeting, the Village Board will need to identify where those funds will be designated via a budget amendment. Manager Sturgell stated he is currently trying to track down where he can send a thank you card.

10. Closed Session

11. Adjourn

At 6:54 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Koeppe to adjourn. Motion carried via voice vote.

Respectfully submitted,

Darla M. Fink, Village Clerk

Note: These minutes are not considered official until acted upon at an upcoming meeting; therefore, are subject to revision.

VILLAGE OF FOX CROSSING - BOARD OF REVIEW
Municipal Complex – Arden Tews Assembly Room
Wednesday, June 5, 2024 – 5:30 p.m. (At least two hours)

Minutes

1. Call Board of Review to Order

At 5:34 p.m., Board of Review Secretary/Village Clerk Darla Fink called the Board of Review to order.

2. Roll Call

Clerk Fink confirmed the meeting will convene for at least two hours and took roll call noting those present including Members Michael Van Dyke, Kris Koeppe, Gregory Ziegler, Deb Swiertz, Barbara Hanson, and Dale Youngquist, along with Assessor Kyle Kabe of Accurate Appraisal LLC and Attorney Andy Micheletti of Herrling Clark Law Firm Ltd. There was one audience member present.

3. Confirmation of Board of Review and Open Meetings Notices

Clerk Fink confirmed the Notices of Open Book and Board of Review were published in the Appleton Post Crescent and posted at the following locations on April 15, 2024:

- * Municipal Complex
- * Fox Crossing Community Center
- * Fire Station #40
- * Evergreen Credit Union
- * Fox Crossing Website

The Agenda for this meeting was posted at the previously listed locations on May 22, 2024.

4. Select Chairperson for the Board of Review

MOTION: Member Ziegler, seconded by Member Swiertz to appoint Dale Youngquist as Chairperson for the Board of Review. Motion carried via voice vote.

5. Select Vice-Chair for the Board of Review

MOTION: Member Van Dyke, seconded by Member Koeppe to appoint Gregory Ziegler as Vice-Chairperson for the Board of Review. Motion carried via voice vote.

6. Verification of Mandatory Training Requirements

Clerk Fink announced that Dale Youngquist, Kris Koeppe, Greg Ziegler, Deb Swiertz, and Michael Van Dyke were certified for 2024 Board of Review Training as required by law.

7. Verification of Adoption of Ordinance Providing for the Confidentiality of Income and Expense Information Provided to the Assessor in Objections to Property Valuation

Clerk Fink confirmed the Village adopted this Ordinance on October 9, 2000.

8. Verification of Adoption of Policy for the Procedure for Sworn Telephone and Sworn Written Testimony

Clerk Fink confirmed the Village adopted this Policy on August 25, 2015.

9. Filing and Summary of Annual Assessment Report by Accurate Appraisal, LLC and Receipt of the Assessment Roll

Assessor Kyle Kabe presented the 2024 Assessment Rolls to Clerk Fink. Assessor Kabe advised the roll is updated with the Open Book changes to the best of his knowledge. Assessor Kabe and Clerk Fink certified the Assessment Rolls for both Winnebago and Outagamie Counties by filing the Assessor's Affidavits and applying their signatures.

Assessor Kabe advised there were 499 sales in the Village in 2023, and 303 of these were valid sales to be used for property comparison. Fieldwork was completed the week of March 18th and parcel

review was completed the week of April 1st. Notices of Changed Assessment were mailed to affected residents shortly thereafter, with the first day of Open Book being April 22nd. Accurate Appraisal had 335 customer interactions this year, with 35 of these being during in-person open book and the rest via telephone and email.

In 2023, residential new construction totaled \$13,687,000 and commercial new construction totaled \$12,761,900. The average residential increase was 9% and the overall Village average was just under 14%. Trustee Ziegler asked what constitutes a valid sale as there were nearly 200 sales that were not considered valid. Assessor Kabe advised a sale has to be a fair market sale in order to be valid and cannot be a transfer between family, due to divorce, gifting property to children, etc.

10. **Proceed to Hear Objections Filed by Property Owners, if any and if proper notice/waivers given**

Clerk Fink announced the first case and confirmed the Objector properly completed an Objection to Real Property Assessment Form and filed it timely with the Clerk's Office.

Property Owner: Robert & Lori Kohls, 1355 Fieldstone Court

Parcel No.: 121-3669

Property Classification: Residential

Original Assessed Value: \$242,400.00

Objector's Opinion of Assessed Value: \$189,900.00

Objector's Exhibits: Pictures of Neighboring Property's Condition

Assessor's Exhibits: Assessor's Comparable Properties Sheet

Clerk Fink swore in all parties providing testimony for this case including Robert Kohls and Assessor Kyle Kabe.

Chairman Youngquist read Mr. Kohls information from the Wisconsin DOR regarding the Board of Review process and the Board's duty to uphold the Assessor's value unless the resident is able to provide proof that the assessor's value is incorrect. Mr. Kohls stated he understood.

Mr. Kohls stated when he purchased this property there was a probation/parole building located behind the property. A few years ago, an investor purchased this property for efficiency apartments. Last year, a fence was put up, but since then the property owner has neglected to maintain this fence. The layout of the building is not very conducive to neighbors. Every time someone drives into the apartment driveway, the headlights light up Mr. Kohls' home. There are a number of loud dogs and it just seems to be one thing after another. The apartment building itself is nice but the adjoining properties were not considered when it comes to functionality. He doesn't believe any property that the assessor compared to his have any of these issues and doesn't feel they are comparable.

Greg Ziegler asked how the property owner came up with his opinion of value for the property. Mr. Kohls stated he feels this is what the property would sell for due to the adjoining property. Greg asked about the fence that was recently built. Mr. Kohls advised the new owners of the neighboring property rebuilt the fence and moved it further onto their property to avoid a tree, which now leaves a few feet of the apartment building's property on his side of the fence. He stated the weeds are not being maintained and are unsightly. The Board recommended he contact the Police Department to have the property cited if they are not maintaining their yard. Mr. Kohls stated he has tried to work with the apartment building owner to clean up the property, and they came out last week, but ended up doing no maintenance on his side of the fence where the weeds are growing. Kris Koeppel also recommended speaking with Community Development about the lighting issue as we do have ordinances for this type of problem, but again reminded the resident that these types of issues have nothing to do with assessed value. Mr. Kohls showed the Board pictures of the property and lack of maintenance.

Assessor Kabe advised that Wisconsin requires properties to be assessed based on sales from the previous year. If they were to change the value of this property for the reasons provided by the objector, they would have to reassess when the weeds, lights, etc. are taken care of and that is not feasible. He provided a sheet of comparable properties which includes a property that is nearly right next door to the subject property and therefore is equally affected by the apartment building next door. That property sold for \$293,000 last year so there is no evidence to support that properties this close to the apartment complex won't sell for what others are in the Village.

Mr. Kohls stated he wished he understood this process better and wished he would have been able to see these comparable properties prior to Board of Review. Assessor Kabe explained the Open Book process and explained how assessments are done every year. He stated other municipalities that do not have annual re-evaluation are seeing much larger increases to catch up with the market. Michael Van Dyke advised this Board made the decision to go with annual re-evaluation to keep up with the current market. Barb Hanson recommended that the resident should contact the Police Department about the weed problem to get this complaint appropriately filed.

Mr. Kohls asked how often Accurate Appraisal physically visits properties. Assessor Kabe advised any property that took out a permit in the previous year would have been physically viewed, however complaints for long grass would not be a reason to view a property. He stated the nature of assessing is reactive, as they must base assessments on the previous year's sales per state law.

MOTION: Member Ziegler, seconded by Member Koeppe to accept the Assessor's value of this property at \$242,400.00. On roll call vote, Motion carried 6-0.

Clerk Fink handed the completed Notice of Board of Review Determination Form to Mr. Kohls after the Motion was carried.

Clerk Fink announced the second case and confirmed the Objector properly completed an Objection to Real Property Form and filed it timely with the Clerk's Office.

Property Owner: Stanley Woldt, 2205 Winwood Drive

Parcel No.: 121-3488

Property Classification: Residential

Original Assessed Value: \$225,400.00

Objector's Opinion of Assessed Value: \$169,000.00

Objector's Exhibits: N/A

Assessor's Exhibits: Assessor's Comparable Properties Sheet

Clerk Fink swore in all parties providing testimony for this case including Stanley Woldt and Assessor Kyle Kabe.

Chairman Youngquist read some information from the Wisconsin DOR regarding the Board of Review process and the Board's duty to uphold the Assessor's value unless the resident is able to provide proof that the Assessor's value is incorrect. Mr. Woldt stated he understood. Mr. Woldt advised he has lived at this property for over 8 years and has lived in the Town of Menasha since 1967. He stated he purchased the home for \$105,000 and the assessment has gone up numerous times, including an increase of \$24,000 this year, and \$18,000 last year. He stated he spoke with Accurate to get more information on this as he didn't make any improvements to the property. He stated he was advised that many properties in his area are selling for very high prices and that is how properties are assessed, and he doesn't agree with this process. He stated at the rate his property is increasing, he won't be able to stay there as he won't be able to afford it.

Greg Ziegler asked how the resident came to their opinion of assessed value. Mr. Woldt advised he just came up with that value because he was told he had to give the property a value. He stated the

system that is used for assessing is not fair to him, and he could understand these increases if he was making improvements to the home, but he has not.

Assessor Kabe handed out a sheet of comparable properties. He reminded the Board and Mr. Woldt that Wisconsin law requires assessments to be based on the previous year's sales. When the market is high, assessments will increase, and if/when the market takes a downturn, assessments will decrease. Wisconsin also allows for "mass appraisal" meaning the only homes that are physically visited are those that pulled building permits or requested onsite visits. Even if Accurate was contracted to complete a full interior re-evaluation for the Village, they would only be granted access to approximately 20% of homes, and this process is quite costly to the municipality.

Assessor Kabe went through the comparable properties he provided and explained the adjustments that were made for size, bedrooms, bathrooms, etc. Mr. Woldt stated he thinks it's questionable that there are no properties on his street listed as a comparable. Assessor Kabe advised there are no houses on his street that sold last year that are his style, as a ranch style home cannot be compared to a 2-story home.

Mr. Woldt noted the location of a factory behind his home which is very tall, and next to that is a body shop with very loud exhaust fans coming out of the north side of the building which is discoloring the siding on his home.

Assessor Kabe asked if Mr. Woldt would like Accurate to visit his property when they are doing fieldwork next year. Mr. Woldt confirmed he would like to be added to the list for in person assessment next year.

MOTION: Member Ziegler, seconded by Member Van Dyke to accept the Assessor's value of this property at \$225,400.00. On roll call vote, Motion carried 6-0.

Clerk Fink handed the completed Notice of Board of Review Determination Form to Mr. Woldt after the Motion was carried.

Clerk Fink announced the third case and confirmed the Objector properly completed an Objection to Personal Property Form and filed it timely with the Clerk's Office.

Property Owner: Badgers LLC

Parcel No.: 121-0575

Property Classification: Commercial

Original Assessed Value: \$28,597,800.00

Objector's Opinion of Assessed Value: \$23,645,700.00

Objector's Exhibits: N/A

Assessor's Exhibits: N/A

Clerk Fink advised the Objector and Assessor have agreed to waive this case directly to Circuit Court. Assessor Kabe advised it has become very customary to waive this type of commercial case. In many instances, a property owner will send an attorney on their behalf to Board of Review in hopes of the Board making a change incorrectly. However, if that does not happen and a Board makes no change, the attorney will typically appeal to Circuit Court anyway. Assessor Kabe advised this is an interesting case as this property was assessed by the State previously as it was deemed manufacturing, but is now on the real estate role. Attorney Micheletti advised that an Act was recently passed stating any buildings owned by a manufacturing company but not within 1,000 feet of the facility will no longer be assessed by the DOR.

MOTION: Member Ziegler, seconded by Member Hanson to accept the Assessor's value of this property at \$28,597,800.00. On roll call vote, Motion carried 6-0.

There were no further objections brought forth before the Board of Review. The recording was turned off at 7:19 p.m., and restarted again at 7:33 p.m.

11. **Adjourn to a Future Date if Necessary, or Sine Die**

At 7:34 p.m., **MOTION:** Member Hanson, seconded by Member Koeppel to adjourn the 2024 Board of Review meeting Sine Die. Motion carried via voice vote.

Respectfully submitted,

Darla M. Fink
Board of Review Secretary



FOX CROSSING PARKS & RECREATION DEPARTMENT

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PARK COMMISSION MEETING MINUTES

May 8, 2024

Park Commissioners Present: Jim Beson, Jordyn Kurer, Suneer Patel (virtually), Kathy Sylvester, Jean Wollerman
Staff Present: Director Amanda Geiser
Excused: Chris McCoy, Steve Otto

* * * * *

The Commission meeting was held at the Municipal Complex, 2000 Municipal Dr., Neenah, and was called to order by Commissioner Beson at 6:00PM. The Pledge of Allegiance was recited and roll call was taken.

APPROVAL OF MINUTES AND DISCUSSION OF EXPENDITURES

The Park Commission dispenses with the reading of, and adopts, the April 10, 2024, regular meeting minutes. Commissioner Sylvester motioned to accept the minutes, seconded by Commissioner Wollerman. Motion carried.

PUBLIC FORUM

- None

DISCUSSION/PRESENTATION

- A. Brews with the Bunny Review: Director Geiser provided a recap of the 2024 Brews with the Bunny and Adult Egg Hunt event which was held on April 13 at Fritch Park. The event went well, from the weather to the number of people in attendance. There was a brief review of the event budget. The Commission provided positive feedback and thanked staff for a job well done.

REPORTS

- A. Park Report: Accepted as written.
B. Recreation Report: Accepted as written.
C. Director Report: Accepted as given.
D. Commission Reports:
• Commissioner Beson: Reported the Rydell Conservancy volunteer group has their first outing scheduled for Saturday. They will be working on ash tree removal at Rydell and he stated there will be a lot of opportunities to plant new trees. The work dates this spring will rotate between the Rydell Conservancy and O'Hauser Park.
• Commissioner Sylvester: Mentioned that the recent work done around the ballfields at O'Hauser Park has been nice and the staff did a good job.
• Commissioner Kurer: No report.
• Commissioner Patel: No report.
• Commissioner Wollerman: No report.
* Commissioner Otto: Excused.
• Commissioner McCoy: Excused.

OLD BUSINESS

- None

NEW BUSINESS

- A. Financial Assistance Request:** *Commissioner Sylvester made a motion to approve the Financial Assistance Request as submitted. Commissioner Kurer seconded the motion.*

Director Geiser reviewed the application in which assistance was requested for one summer program. The standard policy has been to approve 50% of the program fee and in this case the total would be \$57.50 worth of assistance.

The motion was put to a vote and all were in favor, motion carried unanimously.

- B. Fritse Park Kayak Launch:** *Commissioner Sylvester made a motion to approve the installation of the EZ Dock Kayak system at Fritse Park in an amount not to exceed \$50,000. Commissioner Kurer seconded the motion.*

Director Geiser gave an update on the proposed change of kayak launch locations. The possibility of moving the launch to Fritse Park, from the originally proposed location of Butte des Morts Park, was discussed with the Village Board at their May 6 meeting. The board was in support of the change and gave the green light to change plans and proceed at Fritse Park. A request for proposals had previously gone out to four kayak dock/launch vendors and two proposals were received back. Director Geiser is seeking the approval to move forward with the EZ Dock system. She is still working with the vendor to confirm pricing based on two different piling options.

The motion was put to a vote and all were in favor, motion carried unanimously.

CORRESPONDENCE

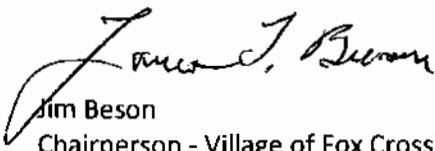
- A. Lauren Linstedt Thank You:** A thank you card from Lauren Linstedt was shared with the Commission. Lauren received a "Gold Award Project" through the Girl Scouts for completing a compost bin project at the Schildt Park Community Gardens last fall.

ADJOURNMENT

Commissioner Sylvester motioned, seconded by Commissioner Wollerman, to adjourn the Park Commission meeting at 6:35PM. Motion carried unanimously.

The next Commission meeting is scheduled for June 12, 2024, at the Municipal Complex, 2000 Municipal Drive, Neenah, at 6:00PM.

Sincerely,



Jim Beson
Chairperson - Village of Fox Crossing Park Commission

VILLAGE OF FOX CROSSING
PLANNING COMMISSION MEETING
Municipal Complex – Arden Tews Assembly Room
Wednesday, May 15, 2024 at 5:15 PM

Minutes

CALL TO ORDER

The Planning Commission meeting was called to order by Chairman Jochman at 5:15 p.m.

PRESENT: Chairperson: Chair Dennis Jochman
Commissioners: Mr. Morris Cox
Mr. Tom Young
Mr. Michael Scheibe
Mr. Michael Prince

EXCUSED: Ms. Tracy Romzek,
Mr. Thomas Willecke

Staff: Community Development Director George Dearborn
Associate Planner Daniel Dieck
Village Manager Jeffery Sturgell

Other: None

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – April 17, 2024

MOTION: Mr. Cox, seconded by Mr. Prince to approve the meeting minutes of the April 17, 2024 with superficial corrections. Motion carried 3-0-2 (Mr. Young, Mr. Scheibe).

PUBLIC HEARING

None

OLD BUSINESS

None

NEW BUSINESS

1. CSM – 1855 O’Leary Rd. – Steven Otto

Director Dearborn gave a brief overview explaining that the applicant is requesting the CSM to split his property into two (2) lots, and that one issue needs to be addressed. A small portion of the bike/pedestrian trail was inadvertently constructed on the Otto’s property. The Otto’s have agreed to dedicate a public easement for the portion of the trail located on the planned lot two (2) of the new CSM.

There was a brief discussion regarding this item.

MOTION: Mr. Young, seconded by Mr. Cox to approve the two (2) lot Certified Survey Map with the following conditions:

1. As per the CSM a public pedestrian/bicycle easement shall be granted for lot two.
 2. All taxes shall be paid prior to the recording of the CSM.
 3. A copy of the recorded CSM shall be provided to the Community Development Department.
- Motion carried 5-0-0

2. CSM – 2285 Butte Des Morts Beach Rd. – Wild Ones Natural Landscapers, LTD

Director Dearborn stated the applicant is proposing to create two parcels from the current parcel which was created in 2012. He explained that in 2008 a conditional use permit (CUP) was granted for the use of the home which is surrounded by the property, for the use as a headquarters for the Wild Ones. They acquired the property and the home through a combination of Stewardship Funds and private donations to purchase and assemble this conservation area of 16.01 acres for public enjoyment.

He said the property is zoned R-1 Rural Residential and the future land use map shows this property as Parks Recreation and Conservancy. Staff has asked for an opinion from the Village Attorney about the ability of Wild Ones to split up the property and sell the headquarters building as a private residence due to the conditional use permit provisions and the funding for the original project.

Director Dearborn said we are under the understanding Wild Ones would like to divest themselves of the property. He also said staff was told informally, Wild Ones desires to donate the proposed lot two (2) to Winnebago County. In discussions with Winnebago County Park's staff, we were told they are not aware of the offer and are not interested in the donation. He said the Village granted tax exemption for the property and also limited the fees for connection of the office to public water and sewer in 2023.

Director Dearborn said staff is recommending postponement of action on this CSM for at least 30 days, if not more, until the Village Attorney can review this matter.

MOTION: Mr. Cox, seconded by Mr. Scheibe to postpone action on this item until the next meeting.

There was a discussion amongst the Commissioners prior to the vote regarding this subject. The general consensus of the Commissioners was that this was an opportunity for the Village, and we should pursue ownership of this property for public recreation and conservation.

Chairman Jochman asked if there was any additional discussion, and hearing none, He called for the vote.

Motion carried 5-0-0

OTHER BUSINESS

1. Development Activity Report

Director Dearborn reviewed the April Building Report.

COMMUNICATIONS

1. Sustainability Committee

Director Dearborn reported the Electronics Recycling Event was held on Saturday, April 27th in the municipal garage. The Community Gardens are completely full with a waiting list in both parks. The Village is not participating in No Mow May this year.

PUBLIC FORUM

No comments.

ADJOURN

At 5:46 p.m., **MOTION:** Mr. Cox, seconded by Mr. Scheibe to adjourn. Motion carried 5-0-0.

Respectfully submitted,

Daniel Dieck
Associate Planner

Note: These minutes are not considered official until acted upon at an upcoming meeting; therefore, are subject to revision.

FOX CROSSING UTILITIES

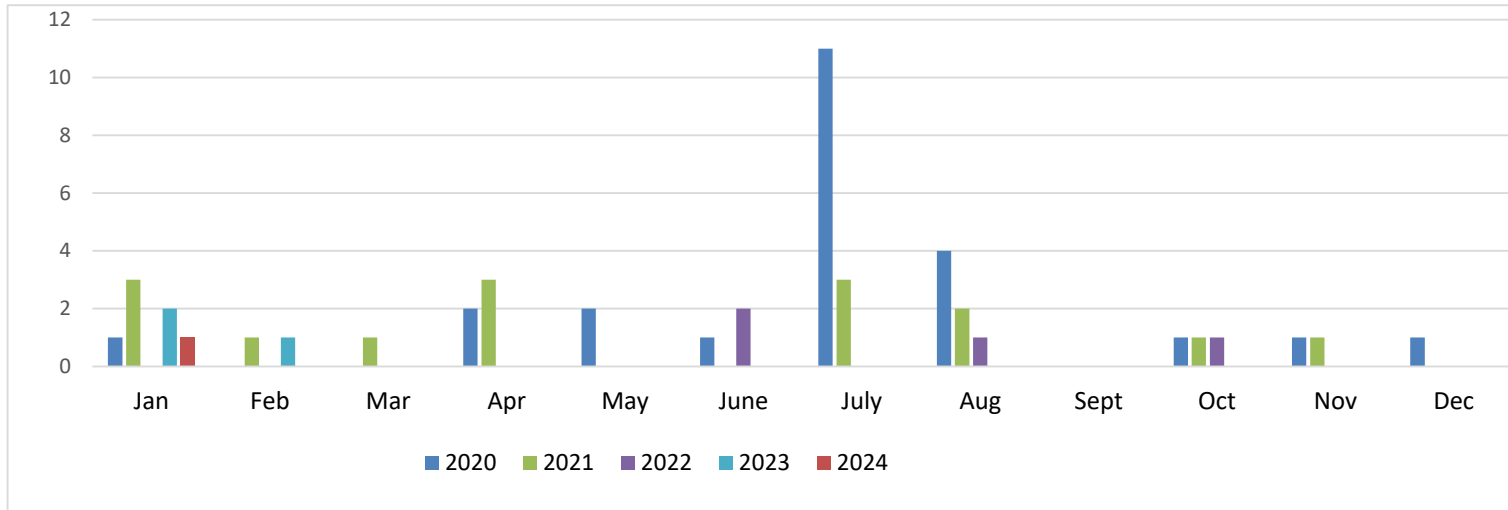
WATER MAIN BREAK/MISC WATER REPAIR REPORT APRIL, 2024

Water Main Breaks

NO MAIN BREAKS THIS MONTH!

Total water main breaks year to date for 2024 = 3

Total water main breaks this time in 2023 0



YEAR	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2020	1	0	0	2	2	1	11	4	0	1	1	1	24
2021	1	1	1	0	1	0	3	6	7	6	3	0	29
2022	3	1	1	3	0	0	3	2	0	1	1	0	15
2023	0	0	0	0	0	2	0	1	0	1	0	0	0
2024	2	1	0	0									3

Utility Repairs

- 1 4/5/2024
- 2 4/8/2024

1385 Lakeview Ln
2289 Willow Hill Dr

Repaired Valve Box
Repaired Broken Valve Box

FOX CROSSING UTILITIES

Utility Miscellaneous

- 1 STARTED WATER RELAY ON TUMBLEBROOK RD
- 2 STARTED WATER RELAY ON KENWOOD DR
- 3 STARTED EXERCISING MAIN LINE VALVES
- 4 STARTED HYDRANT MAINTENANCE AND EXERCISING AUXILIARY VALVES
- 5 CONTINUED WORKING ON EXCHANGING SMALL METERS
- 6 CONTINUED WORKING ON MOVING ENCODERS FOR METERS THAT ARE NOT READING FROM ANTENNAS
- 7 CONTINUED WITH LEAK DETECTION IN PROBLEM AREAS

WASTEWATER REPAIR/MISC REPORT APRIL, 2024

Wastewater Miscellaneous

1	Lift Station #1 - Brighton Beach Rd	Annual Maintenance by Crane Engineering
2	Lift Station #2 - Lakeshore Dr & Frances St	Annual Maintenance by Crane Engineering
3	Lift Station #3 - Lakeshore Dr	Annual Maintenance by Crane Engineering
4	Lift Station #4 - Memorial Dr/Foster St	Annual Maintenance by Crane Engineering
5	Lift Station #5 - Green Patch	Annual Maintenance by Crane Engineering
6	Lift Station #6 - Calumet St	Annual Maintenance by Crane Engineering
7	Lift Station #7 - Stroebe Rd & Harry's Gateway	Annual Maintenance by Crane Engineering Installed new sump pump and sump pump discharge line
8	Lift Station #9 - County Rd II (Winchester Rd)	Annual Maintenance by Crane Engineering
9	Miscellaneous:	Annual preventative maintenance on portable pumps Cleaned sewers Vactored water valves for water department Televised Kenwood Drive Performed I&I checks in multiple locations

FOX CROSSING UTILITIES

Utility Repairs

1	5/8/2024	1179 Mayer St	Service Leak
2	5/29/2024	Ethan Way Dead End	Raised Valve Box
3	5/29/2024	1825 Novak Dr	Replaced Leaking Hydrant
4	5/30/2024	1801 Bud Dr	Repaired Stop Box
5	5/30/2024	1385 Lakeview Ln	Repaired Tipped Valve Box
6	5/30/2024	1090 Lakeshore Dr	Service Lake Pulled New Service

Utility Miscellaneous

- 1 CONTINUED WATER RELAY ON TUMBLEBROOK RD
- 2 CONTINUED WATER RELAY ON KENWOOD DR
- 3 CONTINUED EXERCISING MAIN LINE VALVES
- 4 CONTINUED HYDRANT MAINTENANCE AND EXERCISING AUXILARY VALVEVS
- 5 CONTINUED WORKING ON EXCHANGING SMALL METERS
- 6 CONTINUED WORKING ON MOVING ENCODERS FOR METERS THAT ARE NOT READING FROM ANTENNAS
- 7 CONTINUED WITH LEAK DETECTION IN PROBLEM AREAS

WASTEWATER REPAIR/MISC REPORT MAY, 2024

Wastewater Miscellaneous

1	Lift Station #1 - Brighton Beach Rd	<i>Planted Grass in Front of Station. Routine Maintenance. Replaced rubber flapper in pump 3.</i>
2	Lift Station #2 - Lakeshore Dr & Frances St	<i>Routine Maintenance. Pest Control around building. Sprayed for Weeds.</i>
3	Lift Station #3 - Lakeshore Dr	<i>Routine Maintenance. Painted Exterior of Station.</i>
4	Lift Station #4 - Memorial Dr/Foster St	<i>Painted Bollards Safety Yellow and Protection around Gas Meter. Painted Exterior of Station.</i>

FOX CROSSING UTILITIES

5	Lift Station #5 - Green Patch	<i>Painted Safety Bollards Yellow. Routine Maintenance.</i>
6	Lift Station #6 - Calumet St	<i>Ran Lift Station on Portable Generator. Temporary Loss of Power Due to an Accident. Trained Newer Employee on Generator Procedure.</i>
7	Lift Station #7 - Stroebe Rd & Harry's Gateway	<i>Finished Sump Pump Installation.</i>
8	Lift Station #9 - County Rd II (Winchester Rd)	<i>Landscaped around Building, Routine Maintenance.</i>
9	Miscellaneous:	<i>Annual Preventative Maintenance on Portable Pumps. Checked and Replaced Damaged Manholes on Streets being Repaved. Maintenance Work around Shop on Airport Rd. Installed New Privacy Fence around Storage Area at Shop. Started Saw Cutting.</i>

FOX CROSSING UTILITIES PUMPAGE REPORT

MONTH: APRIL, 2024

Total water purchased & pumped from wells											
EAST SIDE				WEST SIDE					TOTAL PUMPED X 1,000	Compare to same month in 2023	
DEEP WELL #5 X 1,000	DEEP WELL #7 X 1,000	PURCHASED CTY/MENASHA X 1,000	TOTAL EAST X 1,000	DEEP WELL #3 X 1000	DEEP WELL #4 X 1,000	DEEP WELL #6 X 1,000	DEEP WELL #8 X 1,000	TOTAL WEST X 1,000			
TOTAL	8,180	6,891	15,260	30,331	755	20,785	-	21,134	42,674	73,005	69,769
AVERAGE/DAY	273	230	509	1,012	25	693	-	7,004	7,722	8,734	2,326
MAXIMUM/DAY	572	568	950	1,237	322	1,303	-	1,046	1,697	2,934	2,805
MINIMUM/DAY	-	-	314	827	-	399	-	-	1,196	2,023	1,895

SERVICE PUMPAGE (Water pumped to distribution system)								
EAST SIDE			WEST SIDE			TOTAL SERVICE PUMPAGE TOTAL EAST & WEST X 1,000	Compare to same month in 2023	
PLANT #2 X 1,000	PLANT #3 X 1,000	PLANT #4 X 1,000	TOTAL WEST SIDE X 1,000					
TOTAL	27,882	21,234	20,537	41,771			69,653	67,957
AVERAGE/DAY	929	708	685	1,393			2,322	2,265
MAXIMUM/DAY	1,094	1,375	1,014	2,389			2,617	2,583
MINIMUM/DAY	757	391	-	391			1,870	1,943

WATER LEVEL READINGS						
	EAST SIDE DEEP WELLS		WEST SIDE DEEP WELLS			
	#5	#7	#3	#4	#6	#8
AVERAGE STATIC	169'	171'	57'	57'	-	41'
AVERAGE PUMPING LEVEL	328'	349'	158'	158'	-	228'

East Side System Purchased Water			
Month 2024	50%	Month 2023	39%
Year-to-Date	46%	Year-to-Date	39%
Month, 2022	37%	Year-to-Date	38%

FOX CROSSING UTILITIES PUMPAGE REPORT

MONTH: MAY, 2024

Total water purchased & pumped from wells											
EAST SIDE					WEST SIDE					TOTAL PUMPED X 1,000	Compare to same month in 2023
DEEP WELL #5 X 1,000	DEEP WELL #7 X 1,000	PURCHASED CTY/MENASHA X 1,000	TOTAL EAST X 1,000	DEEP WELL #3 X 1000	DEEP WELL #4 X 1,000	DEEP WELL #6 X 1,000	DEEP WELL #8 X 1,000	TOTAL WEST X 1,000			
TOTAL	4,069	17,047	15,613	36,729	6,132	16,723	5,008	20,423	48,286	85,015	79,810
AVERAGE/DAY	131	550	504	1,185	198	539	162	659	1,558	2,743	2,573
MAXIMUM/DAY	572	4,029	670	1,271	753	1,364	908	1,073	1,855	3,126	3,440
MINIMUM/DAY	-	-	392	723	-	-	-	-	1,223	1,946	2,031

SERVICE PUMPAGE (Water pumped to distribution system)								
EAST SIDE			WEST SIDE			TOTAL SERVICE PUMPAGE TOTAL EAST & WEST X 1,000	Compare to same month in 2023	
PLANT #2 X 1,000	PLANT #3 X 1,000	PLANT #4 X 1,000	TOTAL WEST SIDE X 1,000					
TOTAL	30,010	22,670	24,718	47,388			77,398	77,948
AVERAGE/DAY	968	731	797	1,528			2,496	2,514
MAXIMUM/DAY	1,109	1,639	1,024	2,663			2,853	3,395
MINIMUM/DAY	875	335	-	335			2,101	1,965

WATER LEVEL READINGS						
	EAST SIDE DEEP WELLS		WEST SIDE DEEP WELLS			
	#5	#7	#3	#4	#6	#8
AVERAGE STATIC	161'	169'	57'	57'	53'	42'
AVERAGE PUMPING LEVEL	326'	345'	154'	151'	187'	228'

East Side System Purchased Water			
Month 2024	42%	Month 2023	44%
Year-to-Date	45%	Year-to-Date	40%
Month, 2022	42%	Year-to-Date	39%

RES #240624-1

**SUPPORTING AND APPROVING OF THE NEW APPLETON (FOX CITIES) MPO
POLICY BOARD STRUCTURE AND REDESIGNATION AGREEMENT**

WHEREAS, the Federal Aid Highway Act of 1962 requires a continuing, comprehensive transportation planning process carried out cooperatively by the State and local communities of each urban area of more than 50,000 population in order to qualify transportation projects for federal aid, and;

WHEREAS, East Central WI Regional Planning Commission (ECWRPC) was designated as the Appleton (Fox Cities) Metropolitan Planning Organization (MPO) by Wisconsin's Governor in January, 1974, and;

WHEREAS, due to a population in excess of 200,000 following the 2010 U.S. Census, the Appleton (Fox Cities) Urban area was designated by the federal government as a Transportation Management Area (TMA) in 2012, and;

WHEREAS, the ECWRPC Board, consisting of elected and appointed officials from member counties within East Central's 10 county region, has served as the Policy Board for the Appleton (Fox Cities) MPO since 1974, and;

WHEREAS, the Commission identified the creation of a separate Appleton (Fox Cities) MPO Policy Board within their 2020 Strategic Plan, and;

WHEREAS, a change to the Appleton (Fox Cities) MPO Policy Board was identified as necessary by ECWRPC, Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) to ensure that local elected officials representing 75% of the affected population serve on the MPO Policy Board, consistent with federal requirements as outlined in 23 CFR 450.310, and;

WHEREAS, the Village of Fox Crossing is located within the Appleton (Fox Cities) Metropolitan Planning Organization, and;

WHEREAS, a new Appleton (Fox Cities) MPO Policy Board structure has been developed by ECWRPC staff, in coordination with FHWA, FTA, WISDOT, and local impacted communities, which is outlined in the Table 1, and;

WHEREAS, the main functions of the Appleton (Fox Cities) MPO Policy Board shall be to provide policy guidance throughout the transportation planning process, review and approve the Metropolitan Transportation Plan (MTP), Congestion Management Process, Transportation Improvement Program (TIP), the Unified Planning Work Program (UPWP), and promote the implementation of the TIP and UPWP, and;

WHEREAS, approval of each governing body of the municipalities and counties located within the Appleton (Fox Cities) Metropolitan Planning Area is necessary to demonstrate local support for the formal request that the Governor redesignate the Appleton (Fox Cities) MPO Policy Board structure as outlined in the attached table, and;

Res #240624-1 Supporting and Approving of the New Appleton (Fox Cities) MPO Policy Board Structure and Redesignation Agreement

WHEREAS, each local unit of government located within the Appleton (Fox Cities) Metropolitan Planning Area will be party to the formal redesignation agreement (attached) between the Governor, ECWRPC, and the local units of government, and so;

NOW THEREFORE, BE IT RESOLVED by the Village of Fox Crossing Board of Trustees:

Section 1: That the Village of Fox Crossing supports and approves of the new structure of the Appleton (Fox Cities) Metropolitan Planning Organization (MPO) Policy Board, as reflected in the attached table, and;

Section 2: That the Village of Fox Crossing agrees to participate in the Appleton (Fox Cities) MPO Policy Board meetings, to ensure a continuing, comprehensive, and cooperative transportation planning process for the Appleton (Fox Cities) Metropolitan Planning Area, and;

Section 3: That the Village of Fox Crossing agrees to the provisions outlined in the attached redesignation agreement, which is hereby incorporated by reference and made a part hereof.

Adopted this 24th day of June, 2024

Requested by: East Central Wisconsin Regional Planning Commission

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

APPLETON (FOX CITIES) METROPOLITAN PLANNING ORGANIZATION

Updated 2/22 with adjusted MPA boundary populations

Member Jurisdiction	2020 Census		Policy Board Structure	
	Population within MPA Boundary	Population %	> 5,000 populaton = 1 vote; Additional vote(s) for each increment of 25K pop	
			Voting Seats	Advisory Seats
City of Appleton	75,913	30%	4	
Outagamie - 63,168				
Calumet - 11,304				
Winnebago - 1,441				
City of Neenah	27,319	11%	2	
Town of Grand Chute	23,650	9%	1	
Village of Fox Crossing	18,974	7%	1	
City of Kaukauna	17,094	7%	1	
City of Menasha	18,268	7%	1	
Winnebago - 15,261				
Calumet - 3,007				
Village of Greenville	12,118	5%	1	
Village of Harrison	12,091	5%	1	
Village of Little Chute	11,619	5%	1	
Village of Kimberly	7,320	3%	1	
Town of Buchanan	6,823	3%	1	
Town of Neenah	3,702	1%		1
Village of Combined Locks	3,634	1%		1
Town of Clayton	3,487	1%		1
Village of Sherwood	3,271	1%		1
Town of Center	1,859	1%		1
Town of Vandebroek	1,627	1%		1
Town of Freedom	1,353	1%		1
Town of Kaukauna	1,020	0%		1
Town of Vinland	1,202	0%		1
Town of Ellington	945	0%		1
Village of Wrightstown	292	0%		1
Town of Woodville	149	0%		1
MUNICIPALITY TOTALS	253,730	100%	15	12
			Min. 1 vote; Additional vote(s) for each increment of 100,000 population	
COUNTIES				
Outagamie County	152,522	60%	2	
Winnebago County	71,386	28%	1	
Calumet County	29,822	12%	1	
COUNTY TOTALS	253,730	100%	4	0
REQUIRED MAJOR MODES OF TRANSPORTATION				
WISDOT			1	
Valley Transit			1	
Appleton International Airport			1	
MAJOR MODES TOTALS			3	0
REQUIRED NON-VOTING MEMBERS				
FHWA				1
FTA				1
MPO Director				1
REQUIRED NON-VOTING MEMBER TOTALS			0	3
GRAND TOTAL POLICY BOARD SEATS			22	15
% of pop w/direct representation			91.1%	

**AN AGREEMENT REDESIGNATING THE METROPOLITAN PLANNING
ORGANIZATION POLICY BOARD STRUCTURE FOR THE APPLETON (FOX CITIES)
URBANIZED AREA**

Introduction

The parties to this Agreement (hereinafter the “Signatories”) hereby agree to the redesignation of East Central Wisconsin Regional Planning Commission arising out of the need to address actions recommended by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) pertaining to the organization and structure of the existing Metropolitan Planning Organization’s Policy Board.

WHEREAS, The Metropolitan Planning Organization (MPO) for the Appleton (Fox Cities) Urban Area is charged, under Title 23 U.S.C., Section 134, as the organization responsible for cooperative transportation planning and decision making for the Appleton (Fox Cities) Metropolitan Planning Area, and;

WHEREAS, the Metropolitan Planning Area consists of the City of Appleton, the Appleton Urban Area, and all or portions of the contiguous cities, villages, and towns which are or are likely to become urbanized within a 20-year period as shown on the attached map and agreed to by the MPO and the Governor, and;

WHEREAS, the responsibilities of the Metropolitan Planning Organization include:

1. Carrying out a cooperative, continuous, and comprehensive planning process for making transportation investment decisions in the metropolitan area with program oversight from the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Wisconsin Department of Transportation (WisDOT).
2. Preparing and maintaining a Metropolitan Transportation Plan.
3. Preparing and implementing an annual unified planning work program.
4. Preparing a transportation improvement program to provide for transportation investments to meet metropolitan transportation needs.
5. Preparing and maintaining the Congestion Management Process, the Public Participation Process and the Title VI plan.
6. Establishing operating rules and procedures.
7. Working in cooperation with Valley Transit.
8. Other duties as required to comply with State and Federal regulations, and;

WHEREAS, the Appleton (Fox Cities) Urban Area was created through an agreement between the Governor and East Central Wisconsin Regional Planning Commission (ECWRPC), effective January 15, 1974 designating the MPO for the Appleton (Fox Cities) Urban Area in accordance with federal law. East Central Wisconsin Regional

Planning Commission assumed the responsibility to conduct transportation planning and programming for the Appleton (Fox Cities) Urban area, and;

WHEREAS, the Appleton (Fox Cities) MPO Policy Board membership and voting structure was identified by ECWRPC, Federal Highway Administration, and Federal Transit Administration as requiring adjustments to ensure compliance with federal requirements, and;

WHEREAS, federal law allows for the redesignation of the Metropolitan Planning Organization by agreement between the Governor and units of general-purpose local government that together represent at least 75 percent of the population within the Planning Area, including the largest incorporated city, and;

WHEREAS, a redesignation process to implement the necessary changes was initiated by ECWRPC, in partnership with FHWA, FTA, and WisDOT, in late 2023. On March 28, 2024, the East Central WI Regional Planning Commission Board took the first step in the process and approved a resolution in support of engaging the local impacted communities on the structure and membership of the Appleton (Fox Cities) MPO Policy Board to bring it into compliance with federal requirements, as outlined in 23 CFR 450.310, and;

WHEREAS, a Redesignation Agreement cannot be amended without the consent of all the Signatories, and so;

NOW, THEREFORE, IT IS MUTUALLY AGREED:

That the revised structure of the Appleton (Fox Cities) Metropolitan Planning Organization's Policy Board is described below.

B. Composition of the Appleton (Fox Cities) MPO Policy Board

The members of the Appleton (Fox Cities) Metropolitan Planning Organization Policy Board are appointed by the Wisconsin Department of Transportation, Valley Transit, City of Appleton, Outagamie, Calumet and Winnebago Counties, small villages, cities and towns within the Metropolitan Planning Area in recognition of their respective roles as the owners and operators of the major modes of transportation serving the Metropolitan Planning Area. Each appointee to the Policy Board shall reside within the Metropolitan Planning Area and shall serve until their successor is appointed. As of September 3, 2024, the Metropolitan Planning Organization Policy Board for the Appleton (Fox Cities) Urbanized Area and Appleton (Fox Cities) Metropolitan Planning Area consist of the following members:

(INSERT NEW POLICY BOARD STRUCTURE)

In addition, all appointments must be in accordance with Title 23, United States Code, Section 134, Paragraph (d)(2) that indicates the voting membership of the Policy Board shall consist of:

- a. Local elected officials;
- b. Officials of public agencies that administer or operate major modes of transportation in the metropolitan area; and
- c. Appropriate State officials.

When each of the appointing authorities is making an appointment under condition (b) above, the MPO also accepts members in good standing that come from local boards and commissions with a focus on transportation or land use, including mayoral representatives, or representatives of the chief executive officer of any city, village, or town in the MPO Planning area with said focus.

Policy board members representing any local government jurisdiction or collective group of local government jurisdictions (such as Cities, Villages, or Towns) must be selected by the elected officials of the local government jurisdiction(s) they represent.

C. Future Changes to the Policy Board Composition

The composition of the Appleton (Fox Cities) MPO Policy Board will be reviewed following each decennial U.S. Census to ensure appropriate and proportional representation.

Revising the composition of the Policy Board (e.g. adding membership, the number or requirements of members appointed by each appointing authority) or expansion of the metropolitan planning area boundary does not necessarily require redesignation of the MPO.

A change to the Appleton (Fox Cities) MPO Policy Board can be made following the notification of the appointing authorities, all the local units of government in the MPO Planning Area, a public hearing on the proposed changes, and ratification by those units of government with 75 percent of the population in the planning area, including the City of Appleton as the largest incorporated city.

D. Designation of Fiscal Agent

East Central Wisconsin Regional Planning Commission shall be designated to serve as the fiscal agent for the Appleton (Fox Cities) Metropolitan Planning Organization.

1. Location. MPO staff will be provided by the East Central WI Regional Planning Commission
2. Matching Contribution. Outagamie, Calumet and Winnebago Counties shall be responsible for providing the local matching contributions, through their annual levy contribution to ECWRPC.

E. Initial Plan Updates

Subject to state and federal laws and fiscal constraint, to maintain consistency and continuity in the region planning efforts to-date the existing planning documents of the

previous MPOs are adopted, including the fiscally constrained TIPs, as the starting point for future updates, and prioritizing projects currently.

F. Effective Date and Conditions of the Agreement

1. This agreement is effective on **September 3, 2024** after obtaining signatures of approval by the Governor and representatives of units of government with 75 percent of the population in the MPO Planning Area, including Appleton as the largest incorporated city.
2. This agreement supersedes and voids the designation agreement entered into by the Governor and East Central Wisconsin Regional Planning Commission dated January 15, 1974.

G. Amendments

Any changes to the Redesignation Agreement shall be enacted by a written amendment executed by all signatories.

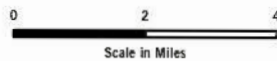
H. Non-Discrimination

In the performance of the services under this Agreement, the parties shall not discriminate against any employee or applicant because of race, religion, marital status, age, color, sex, handicap, national origin, or ancestry, income level, or source of income, arrest record or conviction record, less than honorable discharge, physical appearance, sexual orientation, political beliefs, or student status. The parties further agree not to discriminate against any subcontractor or person who offers to subcontract on this contract because of race, color, age, disability, sex or national origin.

WITNESS WHEREOF, the parties have caused this to be executed by individuals and officers duly authorized on the dates noted below.



- Municipal Boundary
- County Boundary
- Appleton (Fox Cities) Urbanized Area - 2020 Draft
- Appleton (Fox Cities) MPO Planning Area - 2020 Draft



Source:
MPO boundaries provided by ECWRPC, 2024.
Base data provided by Counties and ECWRPC, 2024.

This data was created for use by the East Central Wisconsin Regional Planning Commission Geographic Information System. Any other use/application of this information is the responsibility of the user and such use/application is at their own risk. East Central Wisconsin Regional Planning Commission disclaims all liability regarding fitness of the information for any use other than for East Central Wisconsin Regional Planning Commission business.

ORD #240624-1:ORD *First Reading*

AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §388 COMPREHENSIVE PLAN – AMEND FUTURE LAND USE MAP FOR PARCEL #12105271301 LOCATED ON DEERWOOD AVENUE FROM COMMERCIAL TO INDUSTRIAL

The Village Board of Trustees of the Village of Fox Crossing does ordain as follows:

Part I. Recitals

WHEREAS, the Village of Fox Crossing Planning Commission has completed the notification requirements of Fox Crossing Chapter §388 Comprehensive Plan; and the requirements of Wisconsin Statutes 66.1001; and

WHEREAS, a Class II Public Notice has been placed in the *Post-Crescent*; and

WHEREAS, this amendment to the 2018 Village of Fox Crossing Comprehensive Plan will amend the Future Land Use Map for Parcel #12105271301 Located on Deerwood Avenue, as identified in Attachment 1, from Commercial to Industrial; and

WHEREAS, the Village of Fox Crossing Planning Commission held a Public Hearing on this item at their June 19, 2024 meeting, and recommended approval of this Comprehensive Plan amendment:

Planning Commission: 6 Aye 1 Nay 0 Excused 0 Abstained

THEREFORE BE IT ORDAINED, the Village of Fox Crossing Board of Trustees hereby approves this Future Land Use Map amendment to Chapter §388 Comprehensive Plan of the Fox Crossing Municipal Code, as recommended by the Village Planning Commission, and shown in Attachment 1.

Part II. All ordinances of parts of ordinances contradicting the provisions of this ordinance are hereby repealed.

Part III. Effective Date. This ordinance shall take effect and be in full force from and after its passage and publication or posting according to law.

Requested by: George Dearborn, Director of Community Development

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

Attachment 1: Future Land Use Map Amendment



PLANNING COMMISSION MEMO

Date: May 17, 2024
 To: Village Planning Commission Members
 From: George L. Dearborn Jr., AICP Director of Community Development
 RE: Agenda Item 1 –Ogden Land Use Amendment for Parcel 12105271301.

Overview

The applicant is requesting a land use amendment from commercial to industrial. The property to the north and west has a current land use designation of industrial. Property to the south and east of this property has a commercial land use designation. The applicant's intent for this land use amendment, if it is approved, is to rezone this parcel to I-2 Heavy Industrial and construct a 20,000 square foot industrial building on the parcel.

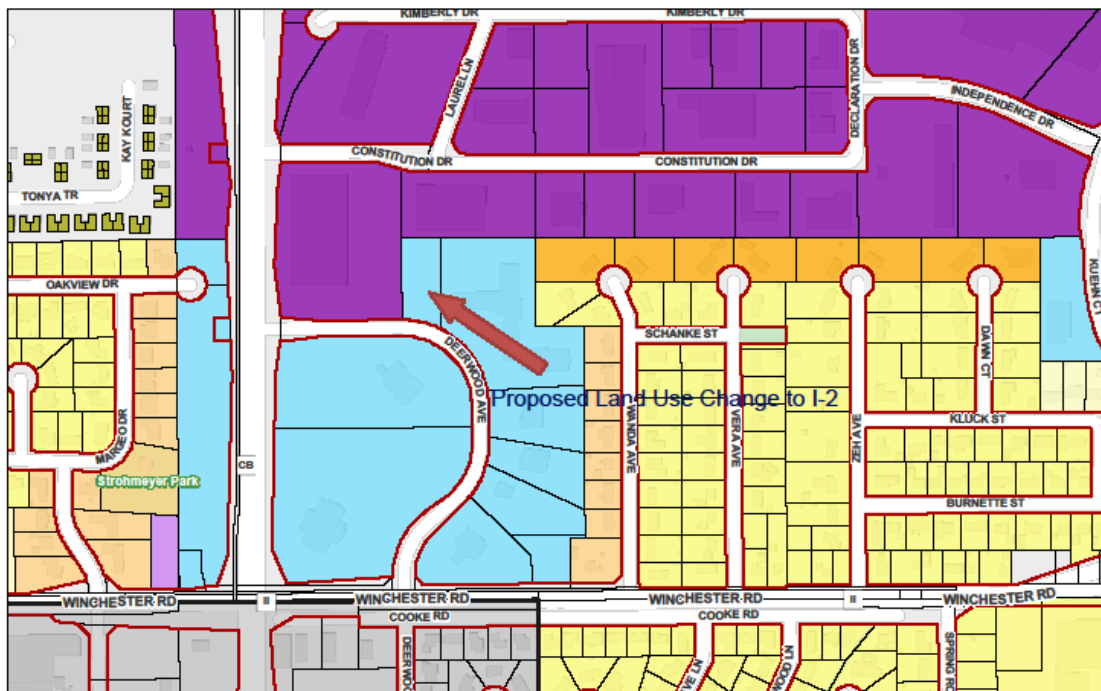
The parcel is currently zoned M-1 Mixed Use. The property to the south and east has the same zoning. The property directly east of this parcel is an assisted living facility. The remaining property to the south is a combination of medical facilities and offices.

Land use amendments are discretionary unlike rezoning's which should reflect the underlying future land use map. Thus, the decision should be based on surrounding land use compatibility. A few issues need to be considered. First, if the land use is changed to Industrial many different uses are possible beyond a 21,000 square foot industrial building.

Staff Recommendation

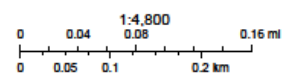
A public hearing is required for this proposed land use amendment. If this land use is approved then it also must be rezoned. A rezoning to I-2 would allow the proposed use. Substantial screening will be needed to limit the potential impact on the adjacent assisted living facility. The land use change as proposed may not have any major impact on the adjacent assisted living facility but future industrial uses could.

Fox Crossing Online GIS Map

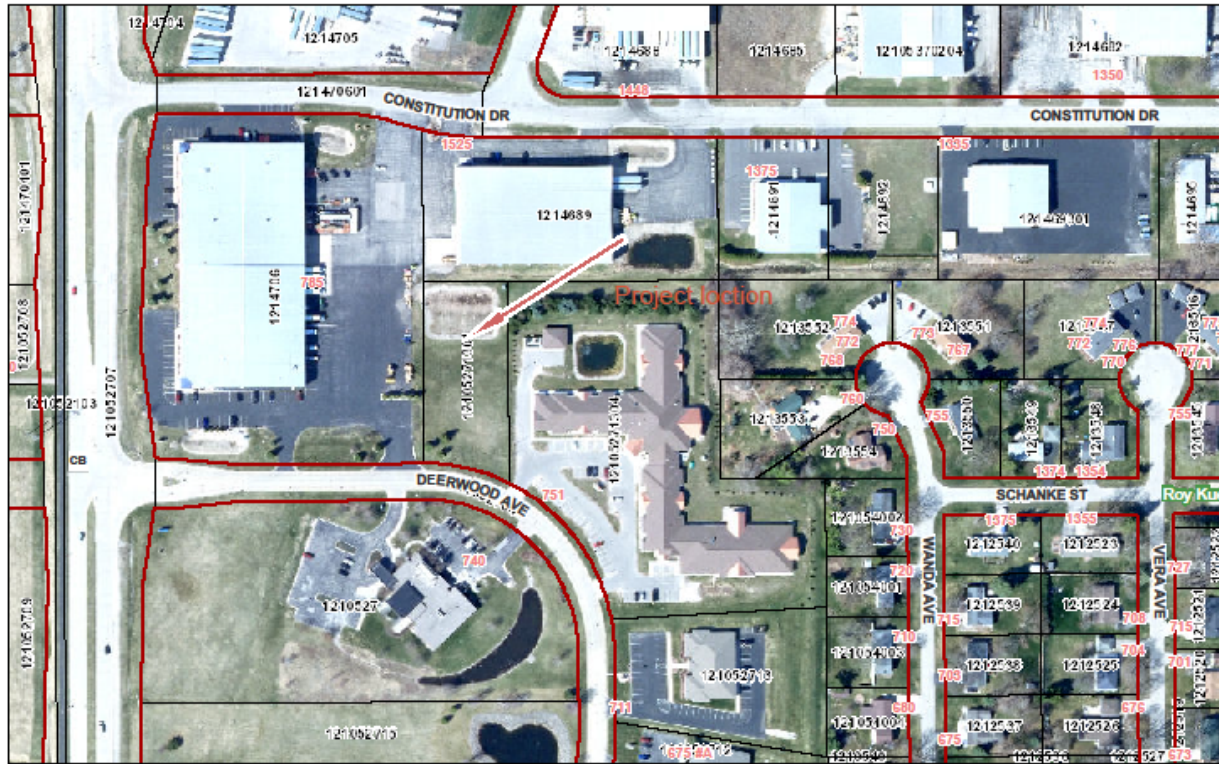


5/17/2024, 11:12:47 AM

- | | | | |
|---------------------------------|--------------------------------|---------------------------------------|-------------------------------------|
| Fox Crossing Municipal Boundary | I-1: Light Industrial District | PDD: Planned Development District | R-4: Suburban High Density District |
| Road ROW | I-2: Heavy Industrial District | R-1: Rural Residential District | Other Municipality |
| Parcels - Fox Crossing | M-1: Mixed-Use District | R-2: Suburban Low Density District | County Boundary |
| | M-1: Mixed-Use District | R-3: Suburban Medium Density District | |

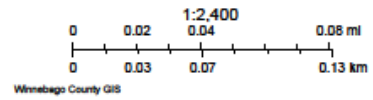


Fox Crossing Online GIS Map



5/17/2024, 1:49:40 PM

- Fox Crossing Municipal Boundary
- Parcels - Fox Crossing
- Road ROW
- County Boundary



Willage of Fox Crossing
Winnebago County, Outagamie County, Calumet County GIS

ORD #240624-2:ORD *First Reading*

**AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §435 ZONING
ORDINANCE – REZONE PARCEL #12105271301 LOCATED ON DEERWOOD
AVENUE FROM M-1 MIXED USE DISTRICT TO I-2 HEAVY INDUSTRIAL
DISTRICT**

The Village Board of Trustees of the Village of Fox Crossing do ordain as follows:

Part I. Chapter §435, Zoning Ordinance, and the Zoning Map made a part thereof, is hereby amended by rezoning parcel #12105271301 located on Jacobsen Road from M-1 (Mixed Use District) to I-2 (Heavy Industrial District) as shown in Attachment 1.

Part II. All ordinances or parts of ordinances contradicting the provisions of this ordinance are hereby repealed.

Part III. Effective Date. This ordinance shall take effect and be in full force from and after its passage and publication or posting according to law.

Date Introduced: June 24, 2024

Date Adopted: _____

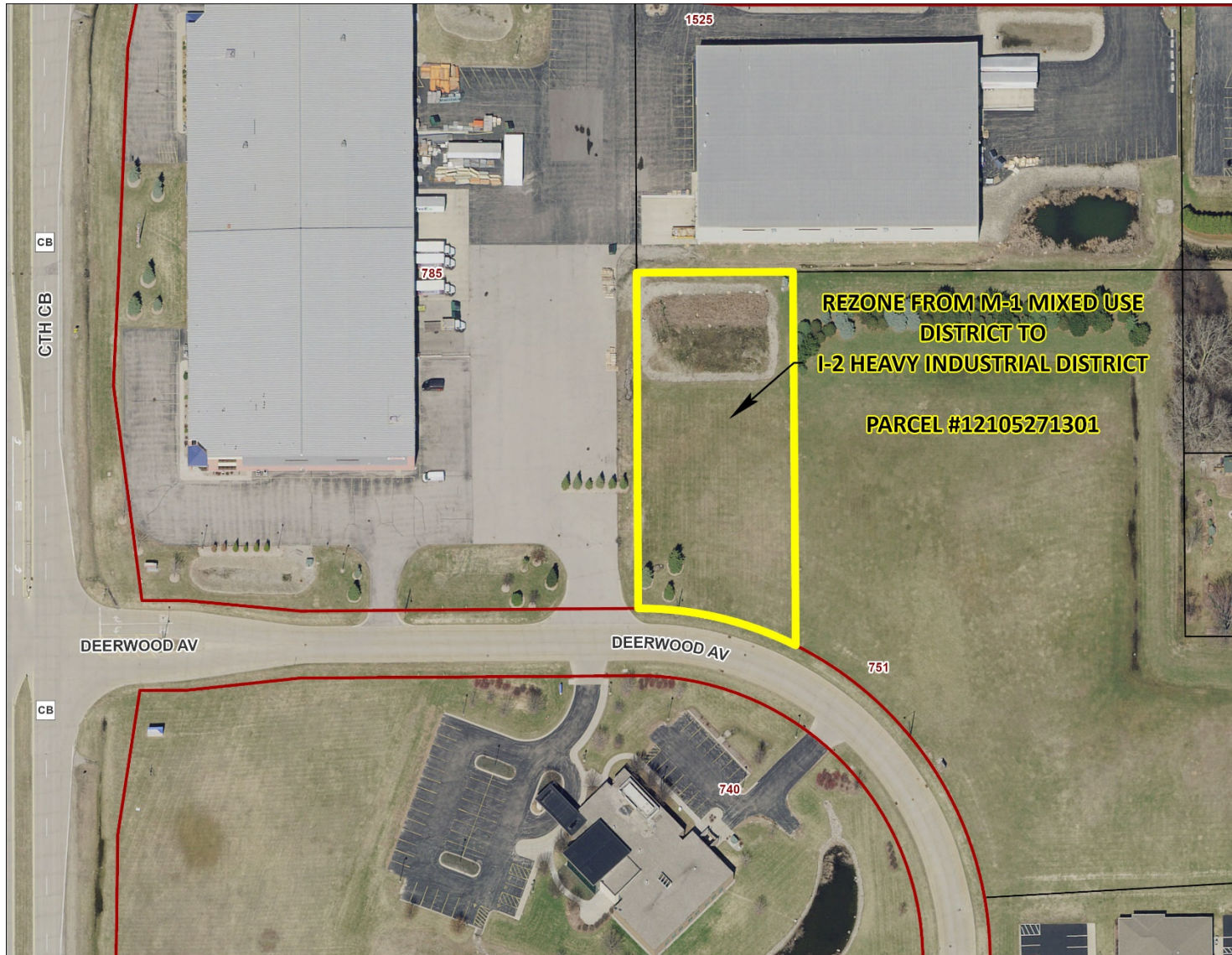
Requested by: George Dearborn, AICP, Director of Community Development

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

ATTACHMENT 1: Proposed Zoning Map Amendment



PLANNING COMMISSION MEMO

Date: May 17, 2024
 To: Village Planning Commission Members
 From: George L. Dearborn Jr., AICP Director of Community Development
 RE: Agenda Item 2 –Ogden Rezoning M-1 Mixed Use to I-2 Heavy Industrial

Overview

The applicant is requesting a rezoning from M-1 mixed use to I-2 Heavy industrial in conjunction with a proposed land use amendment from Commercial to Industrial to construct a 21,000 square foot industrial building on the parcel.

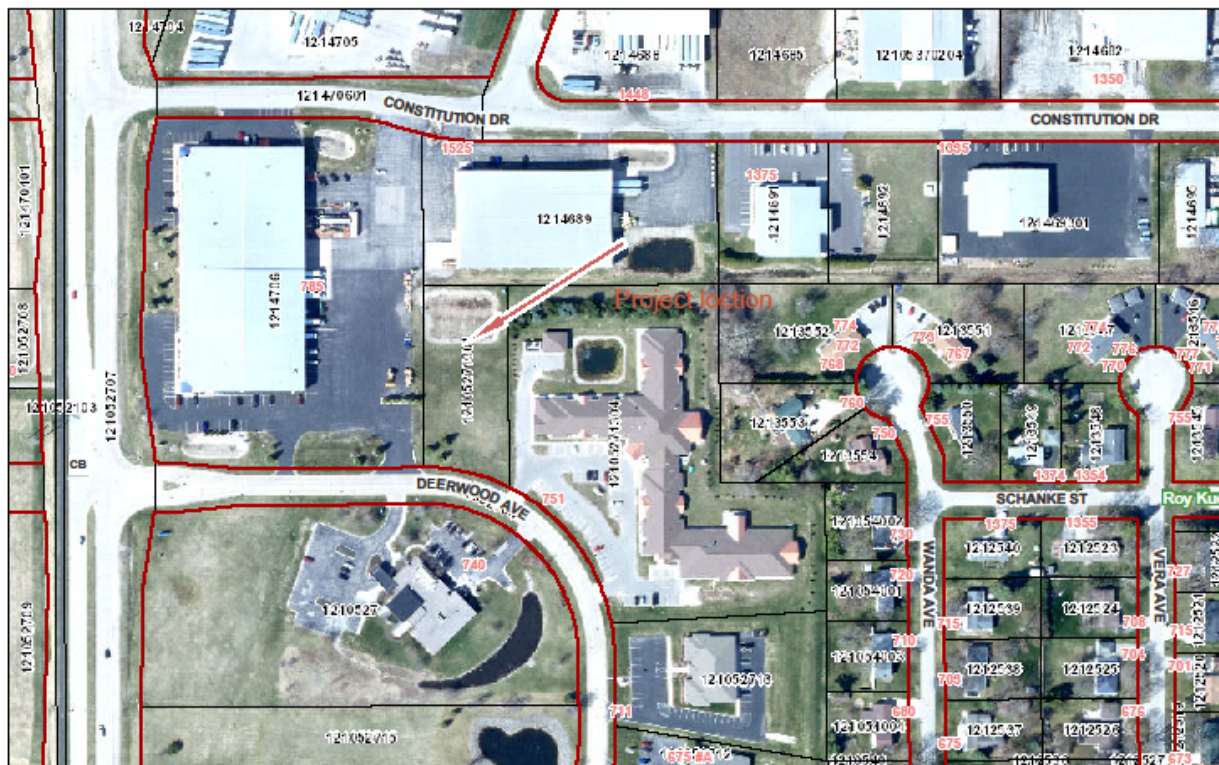
The parcel is currently zoned M-1 Mixed Use. The property to the south and east has the same zoning. If the land use map is amended to Industrial then a rezoning to I-2 can occur.

The I-2 zoning does not require screening from M-1 uses.

Staff Recommendation

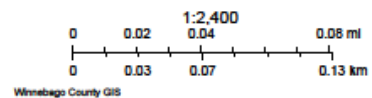
Subject to the land use amendment decision, staff recommends approval of this rezoning

Fox Crossing Online GIS Map



5/17/2024, 1:49:40 PM

- Fox Crossing Municipal Boundary
- Road ROW
- Parcels - Fox Crossing
- County Boundary



Village of Fox Crossing
 Winnebago County, Outagamie County, Calumet County GIS

RES #240624-2

**CONDOMINIUM PLAT AMENDMENT – FIFTH ADDENDUM TO PRAIRIE LAKE
CONDOMINIUMS**

WHEREAS, the applicant, Decker Rusch Development LLC, is requesting a fifth (5th) addendum to the Prairie Lake Condominium plat; and

WHEREAS, staff find that this condominium plat addendum complies with the Village of Fox Crossing’s Chapter §419 Land Division Ordinance; and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their June 19, 2024 meeting, and recommended approval of the condominium plat with the following conditions:

1. All taxes and assessments shall be paid prior to the Village affixing signatures on the condominium plat.
2. The applicant shall provide the Village with a copy of the recorded plat

Planning Commission: 7 Aye 0 Nay 0 Excused 0 Abstain

NOW, THEREFORE BE IT RESOLVED the Village of Fox Crossing Board of Trustees hereby recommends approval of the condominium plat addendum with the above conditions.

Adopted this 24th day of June, 2024

Requested by: George Dearborn, AICP, Director of Community Development
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

PLANNING COMMISSION MEMO

Date: June 11, 2024
 To: Village Planning Commission Members
 From: George L. Dearborn Jr., AICP Director of Community Development
 RE: Agenda Item 7 - Prairie Lake Condominium 5th Addendum

Overview

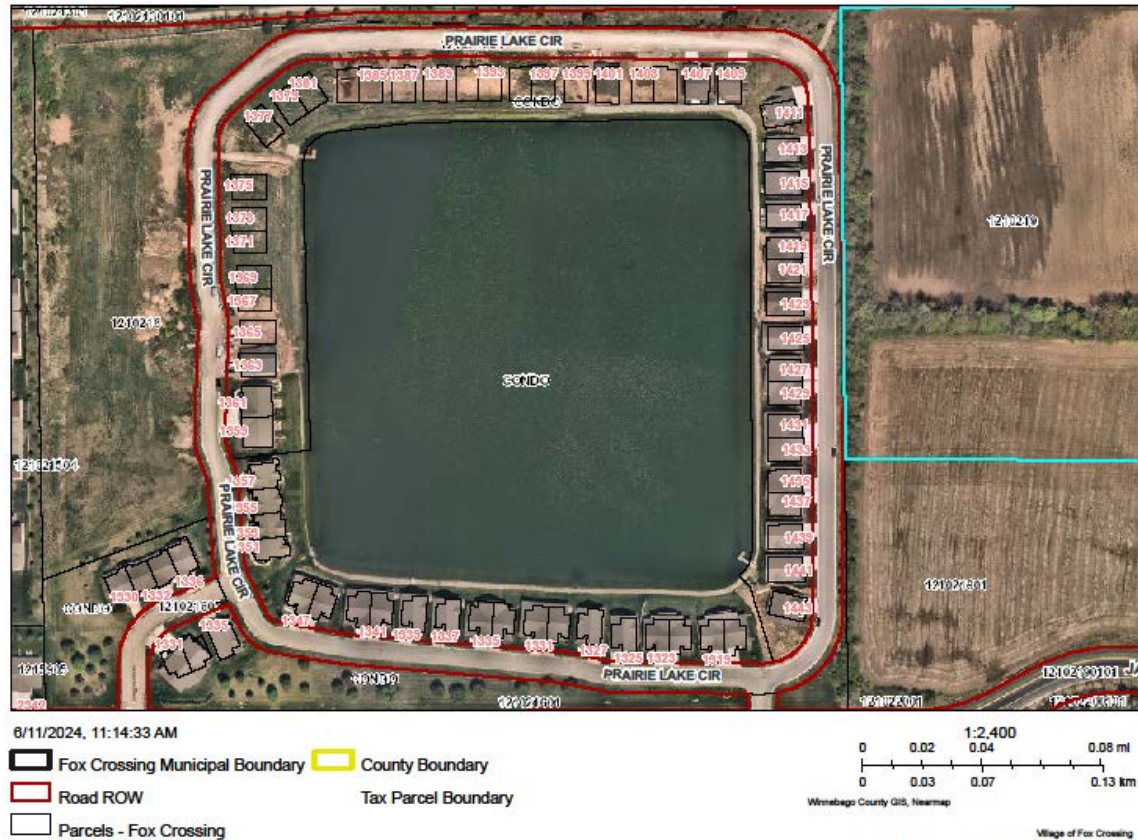
The applicant, Decker Rusch Development LLC, is requesting a revision of the condominium plat for Prairie Lake Condominium for the northern homes, from the current duplex and single-family configurations to 10 single family condominium lots. This is the 5th amendment to this condominium development. All of the previous changes, as well as, this proposed change, has been to improve sales. The original condominium development had a large number of quadplexes, triplexes and duplexes, which had proven to be more difficult to sell. The market seems to continue to be strong for affordable single family homes. A map is attached showing the proposed change.

Staff Recommendation

Staff recommends approval of this revision with the conditions noted below:

1. All taxes shall be paid.
2. A recorded copy of the revised condominium plat shall be provided to the Village.

Fox Crossing Public Web Map



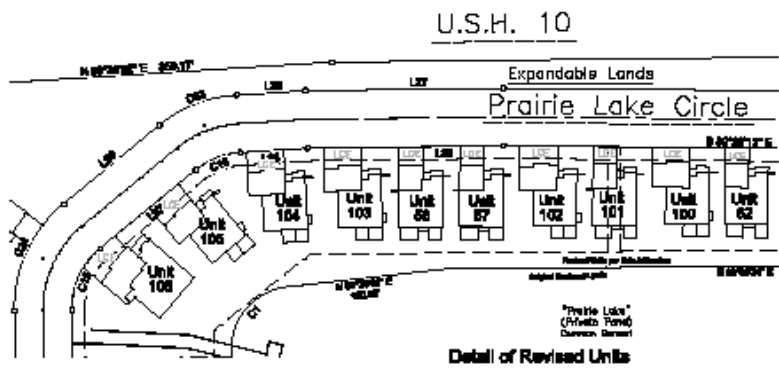
Fifth Addition to
Prairie Lake Condominium

An Expandable Condominium
 Part of Lot 1, all of Lot 2 and part of Lot 3 of DDM No. 0003, being part of the Southeast 1/4 of the Southeast 1/4 and part of the Southeast 1/4 of the Southwest 1/4 of Section 7, Township 20 North, Range 17 East, Village of Fox Crossing, Winnebago County, Wisconsin.



LEGEND

- ▬ 1/2" = 100' (Scale)
- ▬ 1/4" = 50' (Scale)
- 1/2" = 100' (Scale)
- 1/4" = 50' (Scale)
- 1/8" = 25' (Scale)
- 1/16" = 12.5' (Scale)



Detail of Revised Units

Scale: 1/4" = 50' (Scale)

David J. ...
 Wisconsin License No. ...
 State of Wisconsin

RES #240624-3

CONDOMINIUM PLAT – 1701 & 1703 GATEWAY PLACE

WHEREAS, the applicant has requested approval of a condominium plat for 1701 & 1703 Gateway Place (parcel #1215451); and

WHEREAS, staff find that this condominium plat complies with the Village of Fox Crossing’s Chapter §419 Land Division Ordinance; and

WHEREAS, the Village of Fox Crossing Planning Commission reviewed this item at their June 19, 2024 meeting and recommended approval of the condominium plat with the following conditions:

1. A condominium declaration shall be recorded that addresses how the jointly owned land will be maintained.
2. All taxes and assessments shall be paid prior to the Village affixing signatures on the condo plat.
3. The applicant shall provide the Village with a final copy of the recorded condo plat.

Planning Commission: 7 Aye 0 Nay 0 Excused 0 Abstain

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby recommends approval of the condominium plat with the above conditions.

Adopted this 24th day of June, 2024

Requested by: George Dearborn, AICP, Director of Community Development

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

PLANNING COMMISSION MEMO

Date: June 10, 2024
 To: Village Planning Commission Members
 From: George L. Dearborn Jr., AICP Director of Community Development
 RE: Agenda Item 6 – Gateway Place Condominium, 1701 and 1703 Gateway Place

Overview

The applicant, Steven Skotzke, is requesting approval of a Condominium Plat to create a two-unit condominium development on 0.65 acres. The current duplex consists of a large owner occupied unit and a second smaller unit all currently under one ownership.

Staff Recommendation

Staff recommends approval of this condominium plat with the following conditions:

1. All Taxes are paid prior to the recording of the condominium plat
2. A condominium agreement be provided to the Village for maintenance of the property.
3. A recorded condominium plat be provided to the Village.

Fox Crossing Public Web Map



6/10/2024, 11:11:42 AM

Fox Crossing Municipal Boundary
 County Boundary
 Road ROW
 Tax Parcel Boundary
 Parcels - Fox Crossing

1:1,200
 0 0.01 0.02 0.04 mi
 0 0.01 0.03 0.06 km
 Winnebago County GIS, Nearmap

Village of Fox Crossing
 Winnebago County, Outagamie County, Calumet County GIS

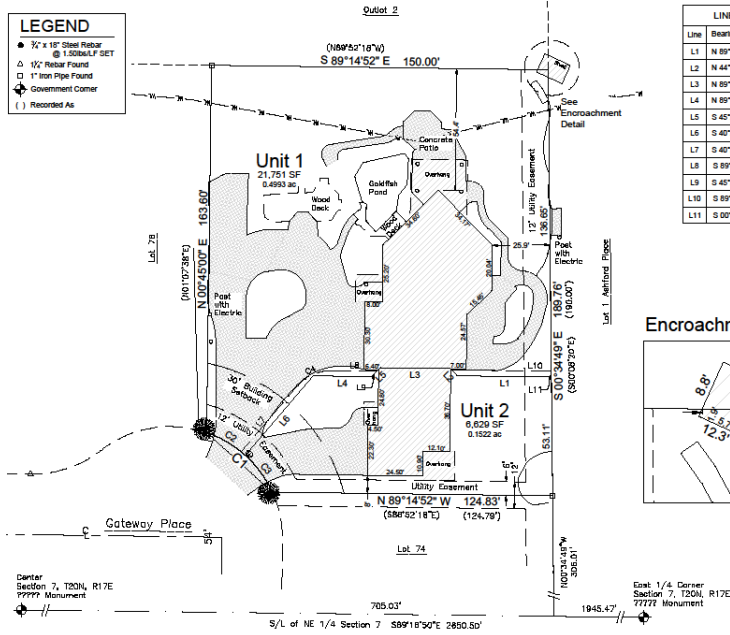
1701/1703 Gateway Place Condominium

All of Lot 75 of Gateway Meadows Plat, being part of the Southwest 1/4 of the Northeast 1/4 of Section 7, Township 20 North, Range 17 East, Village of Fox Crossing, Winnebago County, Wisconsin

Bearings are referenced to the South line of the Northeast 1/4, Section 7, T20N, R17E, assumed to bear S89°18'50"E, base on the Winnebago County Coordinate System.

LEGEND

- ▲ 3/4" x 18" Steel Rebar
- ⊙ 1.500xL/F SET
- △ Well Rebar Found
- Iron Pipe Found
- ⊕ Government Corner
- () Recorded As



Line	Bearing	Length
L1	N 89°35'27" W	41.90'
L2	N 44°35'27" W	4.86'
L3	N 89°35'27" W	30.72'
L4	N 89°35'27" W	25.94'
L5	S 45°24'33" W	5.57'
L6	S 40°26'54" W	46.61'
L7	S 40°26'54" W	38.45'
L8	S 89°35'27" E	20.28'
L9	S 45°24'33" W	3.54'
L10	S 89°35'27" E	44.30'
L11	S 00°34'49" E	2.50'

CURVE TABLE						
Curve	Radius	Chord Direction	Chord Length	Arc Length	Central Angle	
C1	50.00'	N 47°49'11" W (N47°00'48"W)	35.45'	(40.59')	40.55'	(38.49')
C2	50.00'	N 59°26'14" W	20.14'	20.28'	23°14'07"	
C3	50.00'	N 30°12'07" W	20.14'	20.28'	23°14'07"	
C4	20.00'	S 65°25'44" W	16.89'	17.44'	49°57'39"	

Notes:

- All of the Unit (Unit #) is under sole ownership of the respected unit owner unless depicted as Common Elements (CE).
- No Limited Common Elements include within this Condominium.
- Common Elements includes the ONLY area as mapped. In addition to the mapped CE, also included as CE are underground utilities are, but not limited to, Municipal sewer and water, electric and communication services IF they traverse outside of the Unit they are servicing.

Land Description

All of Lot 75 of Gateway Meadows Plat being part of the Southwest 1/4 of the Northeast 1/4 of Section 7, Township 20 North, Range 17 East, Village of Fox Crossing, Winnebago County, Wisconsin containing 23,388 Square Feet (0.6215 Acres) of land and is subject to all easements and restrictions of record.

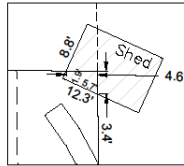
Surveyors Certificate

I, Scott R. Andersen, Professional Land Surveyor, do hereby certify that this plat is a correct representation of the condominium described and that the identification and location of each unit, limited common elements, and the common elements can be determined from this plat.

Scott R. Andersen,
Wisconsin Professional Land Surveyor No. S-3169
scott@davel.pro

Date _____

Encroachment Detail



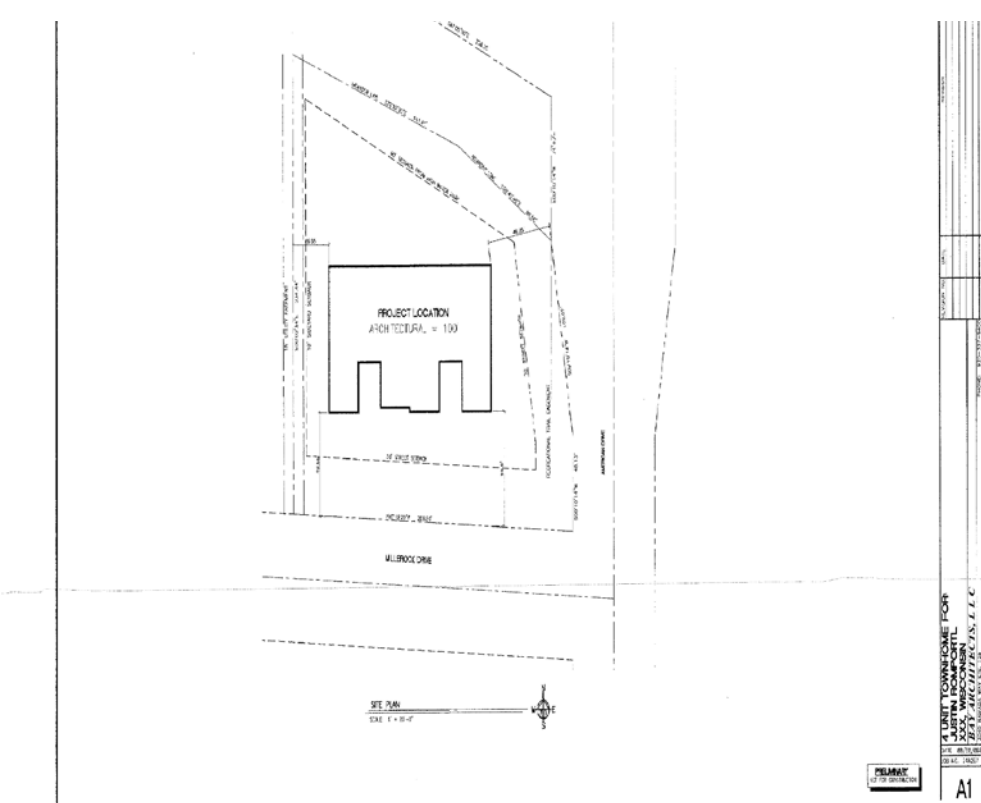
Center Section 7, T20N, R17E
PPPP Monument

East 1/4 Corner Section 7, T20N, R17E
7777 Monument

File: S1402Plat.dwg
Date: 05/07/2024
Drafted By: krisly
Sheet: 1 of 1



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1886 Fax: 920-441-0804
www.davel.pro



17 UNIT TOWNHOME FOR
1701/1703 GATEWAY PLACE
FOX CROSSING, WISCONSIN
PLAT NO. S-3169
DATE: 05/07/2024
DRAWN BY: KRISLY
CHECKED BY: SCOTT R. ANDERSEN
SCALE: AS SHOWN
SHEET: 1 OF 1



AI

RES #240624-4

2024 BUDGET AMENDMENT TO PROVIDE FUNDS FOR THE POLICE DEPARTMENT

WHEREAS, the Police Department requests to amend to 2024 Budget to provide funds for a Lidar RLR unit; and

WHEREAS, earlier this year, the Fox Crossing Police Department received a \$2,500 donation from Keller, Inc., as well as a \$1,000 donation from Scheels, to purchase necessary items for the Police Department; and

WHEREAS, Chief Blashka recommends utilizing the donated funds to purchase a Lidar RLR unit for the Police Department.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of Trustees that the 2024 Village of Fox Crossing budget is amended, as attached, to provide funds for the Lidar RLR unit for the Police Department.

Adopted this 24th day of June, 2024

Requested by: Scott Blashka, Police Chief

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

**FOX CROSSING
2024 BUDGET AMENDMENT**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET	ADJUSTMENT REQUESTED	ADJUSTED BUDGET	COMMENTS
General Fund - 101					
Expenditures/Transfers Out					
Municipal Complex					
101-5200-610.03-40	Police Department: Operating Supplies	48,343	2,775	51,118	Stalker LIDAR Radar
Total General Fund Expenditure Adjustments			2,775		
Offset from Revenues/(expenses)/transfers:					
101-5200-480.08-11	Public Safety: Miscellaneous Donations	-	2,775	2,775	Donations received for Radar purchase
Total General Fund Offsets			2,775		

RES #240624-5

CHANGE ORDER #1 – JACOBSEN ROAD RECONSTRUCTION PROJECT TO INCLUDE THE INSTALLATION OF STORM SEWER MAIN, STORM SEWER LATERALS, AND A 10’ ASPHALT TRAIL; TO ADD THE O’HAUSER SOUTH DRAINAGE IMPROVEMENT PROJECT

WHEREAS, on April 8, 2024, Calnin & Goss, LLC was awarded the Jacobsen Road Reconstruction Project to Include the Installation of Storm Sewer Main, Storm Sewer Laterals, and a 10’ Asphalt Trail Project contract in the amount of \$1,702,548.37; and

WHEREAS, the Village budgeted funds for the O’Hauser South Park Drainage Improvement project in the 2024 budget; and

WHEREAS, the Village solicited quotes from the following two (2) companies for the O’Hauser South Park Drainage Improvement project, and received the following quotes:

Calnin & Goss, LLC	\$26,713.92
MCC, Inc.	\$34,346.50

WHEREAS, Engineer Lee Reibold and Parks & Recreation Director Geiser recommend awarding the lowest responsible quote to Calnin & Goss, LLC, for the amount of \$26,713.92; and

WHEREAS, as Calnin & Goss, LLC currently maintains a contract with the Village regarding the Jacobsen Road Reconstruction project, Engineer Lee Reibold and Parks & Recreation Director Geiser recommend adding the O’Hauser South Park project to the Jacobsen Road Reconstruction project as a Change Order; and

WHEREAS, it is the recommendation of Engineer Lee Reibold and Parks & Recreation Director Amanda Geiser to approve Change Order #1 to Calnin & Goss, LLC., for a total increase in the amount of \$26,713.92, resulting in a new contract amount of \$1,729,262.29.

NOW, THEREFORE BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby approves Change Order #1 for the Jacobsen Road Reconstruction Project to Include the Installation of Storm Sewer Main, Storm Sewer Laterals, and a 10’ Asphalt Trail, for a total increase in the amount of \$26,713.92 to **Calnin & Goss, LLC, 505 W. Edgewood Drive, Appleton, Wisconsin**, for an adjusted contract amount of \$1,729,262.29.

Adopted this 24th day of June, 2024

Requested by: Amanda Geiser, Director of Parks & Recreation
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk



June 17, 2024

Calnin & Goss, LLC.
505 W. Edgewood Drive
Appleton, WI 54913

Re: Village of Fox Crossing
Jacobsen Road Reconstruction | Irish Road to CTH CB
Change Order #1
McM. No. F0057-09-20-00800

Enclosed herewith is Change Order #1 for the above referenced project. This change is an increase to the Contract in the amount of \$26,713.92. The current Contract Price is \$1,729,262.29.

Please review and sign in the space provided. **Return all copies to our office.** We will obtain the Owner's signature and distribute accordingly.

Should you have any questions, please contact our office at your convenience.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in black ink, appearing to read "Lee R. Reibold".

Lee R. Reibold, P.E.
Associate / Municipal & Civil Engineer

LRR:mck

Enclosure: Change Order #1

CHANGE ORDER

CALNIN & GOSS, LLC
 505 W. Edgewood Drive
 Appleton, WI 54913

Contract No. F0057-09-20-00800
 Project File No. F0057-09-20-00800.08
 Change Order No. One (1)
 Issue Date: June 17, 2024
 Project: Village of Fox Crossing
Jacobsen Road Reconstruction

You Are Directed To Make The Changes Noted Below In The Subject Contract:

	(Item Description)	(Price)
	The following work is located at O’Hauser Park South:	
1.1	Clearing & Grubbing, 1 Lump Sum @ \$602.61 per L.S.	+\$602.61
1.2	15-inch CMP Culvert, 40 Lin Ft @ \$96.27 per L.F.	\$3,850.80
1.3	15-inch CMP Flared End Section, 2 Each @ \$150.47 per each	+\$300.94
1.4	Medium rip-rap, 5 Cu Yds @ \$34.79 per C.Y.	+\$173.95
1.5	Ditch Excavation, 710 Lin. Ft. @ \$17.22 per L.F.	+\$12,226.20
1.6	Lawn Turf Restoration, 1,600 Sq Yds @ \$3.77 per S.Y.	+\$6,032.00
1.7	Erosion Mat, Class I, Type B, 1,600 Sq Yds @ \$1.76 per S.Y.	+\$2,816.00
1.8	Ditch Check, 6 Each @ \$118.57 per each	+\$711.42
	TOTAL	\$26,713.92


The Changes Result In The Following Adjustments:

	<u>CONTRACT PRICE</u>	<u>TIME</u>
Prior To This Change Order	<u>\$1,702,548.37</u>	<u>-</u> days
Adjustments Per This Change Order	<u>+\$26,713.92</u>	<u>-</u> days
Current Contract Status	<u>\$1,729,262.29</u>	<u>-</u> days

Recommended:
McMAHON ASSOCIATES, INC.
 Neenah, Wisconsin

Accepted:
CALNIN & GOSS, LLC
 Appleton, Wisconsin

Authorized:
VILLAGE OF FOX CROSSING
 Winnebago County, Wisconsin

By: 
 Date: 06/17/2024

By: _____
 Date: _____

By: _____
 Date: _____

- OWNER Copy
- CONTRACTOR Copy
- ENGINEER Copy (Contract Copy)
- FILE COPY

Four (4) Copies Should Accompany This Change Order
Execute And Return To ENGINEER For Distribution

**Village of Fox Crossing
O'hauser South Park
Reditching west of Pavillion
Quotation Tabulation
McM No. F0057-09-19-00638**

Item	Description	Bid Quantity	Unit	Calnin & Goss Appleton, WI		MCC, Inc. Appleton, WI	
				Unit Cost	Total Cost	Unit Cost	Total Cost
1	Clearing & grubbing	1	L.S.	\$602.61	\$ 602.61	\$5,810.00	\$ 5,810.00
2	15-inch CMP culvert	40	L.F.	\$96.27	\$ 3,850.80	\$56.70	\$ 2,268.00
3	15-inch CMP flared end section	2	EACH	\$150.47	\$ 300.94	\$365.00	\$ 730.00
4	Medium rip-rap	5	C.Y.	\$34.79	\$ 173.95	\$110.00	\$ 550.00
5	Ditch excavation	710	L.F.	\$17.22	\$ 12,226.20	\$16.55	\$ 11,750.50
6	Lawn turf restoration	1,600	S.Y.	\$3.77	\$ 6,032.00	\$6.33	\$ 10,128.00
7	Erosion Mat, Class I Type B	1,600	S.Y.	\$1.76	\$ 2,816.00	\$1.55	\$ 2,480.00
8	Ditch check	6	EACH	\$118.57	\$ 711.42	\$105.00	\$ 630.00
				\$ 26,713.92		\$ 34,346.50	

RES #240624-6

DESIGNATION OF JULY AS PARKS AND RECREATION MONTH IN FOX CROSSING

WHEREAS, July is celebrated nationally as Parks and Recreation Month; and

WHEREAS, the Fox Crossing Parks and Recreation Department and Park Commission's mission is to improve the quality of life in the Fox Crossing community by providing top-quality parks, programs, facilities and trails; and

WHEREAS, parks and recreation programs are an integral part of communities throughout this country, including the Village of Fox Crossing; and

WHEREAS, parks and recreation generates opportunities for people to come together and experience a sense of community through fun recreational pursuits; and

WHEREAS, our parks and recreation programs are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and

WHEREAS, parks, playgrounds, nature trails, and open spaces make communities attractive and desirable places to live, work, play, and visit, in a manner that contributes to our ongoing economic vitality; and

WHEREAS, parks and recreation areas are fundamental to the environmental well-being of our community; and

WHEREAS, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and enjoy recreation outdoors; and

WHEREAS, the Village of Fox Crossing recognizes the benefits derived from parks and recreation resources.

NOW, THEREFORE, BE IT RESOLVED by Village of Fox Crossing Board of Trustees that July will be recognized as Parks and Recreation Month in Fox Crossing.

Adopted this 24th day of June, 2024

*Requested by: Park Commission and Amanda Geiser, Director of Parks & Recreation
Submitted by: Dale A. Youngquist, Village President*

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #240624-7

**ANNUAL ALCOHOL BEVERAGE LICENSE APPLICATION FOR THE TERM
JULY 1, 2024 – JUNE 30, 2025**

WHEREAS, the following alcohol beverage license applicant has made proper application with the Village Clerk’s Office for the licensing term beginning July 1, 2024 through June 30, 2025, and the proper fees have been paid and received; and

WHEREAS, the Police Department has performed background checks on all applicants and have no reason to withhold any license; and

WHEREAS, inspections have been completed by the Fire Department, Building Department, and Winnebago County Health Department, and all properties are compliant; and

WHEREAS, the Finance Department reported that outstanding invoices, taxes, and claims have been satisfied; and

WHEREAS, the Village Clerk submits the following license renewal application for approval, pending final satisfactory inspection by the Fire, Building, Community Development, Winnebago County Health Departments, and State of Wisconsin, background check by Police Department, and a report from the Finance Department indicating real estate taxes, personal property taxes, and all outstanding claims are paid in full:

“Class A” Liquor & Class “A” Fermented Malt

All Star Oil, Inc. d/b/a Pride of Neenah, 670 N. Green Bay Road; Dhillon Inderjeets, Agent

NOW, THEREFORE, BE IT RESOLVED by the Village of Fox Crossing Board of Trustees that the license is hereby granted to the above applicant for the licensing period of July 1, 2024 through June 30, 2025.

Adopted this 24th day of June, 2024.

Requested by: Darla M. Fink, Village Clerk

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

ORD #240610-1 *Second Reading & Adoption*

AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §154 ANIMALS, TO ADD A LICENSE FEE EXEMPTION FOR DOGS THAT ARE SERVICE ANIMALS

The Village Board of the Village of Fox Crossing do ordain as follows:

Part I. Chapter §154-3 License Fees, is hereby amended to read as follows (amendment in red):

§154-3 License Fees.

Effective December 1, 2002, license fees for neutered male or spayed female dogs and cats, upon presentation of evidence attesting to the same, and for unneutered male or unspayed female dogs and cats, shall be as set forth in the Village Fee Schedule, reference this Code section.

Unless a dog or cat has just been obtained, a late fee shall be assessed to the owner of each dog/cat five months of age or over who fails to obtain a dog/cat license by April 1 of each year.

- (A) Upon acceptance of the license application and fee, the licensing authority shall issue a durable tag stamped with the identifying number and the year of issuance. Tags should be designed so that they may be conveniently fastened or riveted to the animal's collar or harness.
- (B) Dogs and cats shall wear license and rabies vaccination tags at all times. Exception: show dogs or cats during competition.
- (C) A duplicate license may be obtained upon payment of a replacement fee set forth in the Village Fee Schedule, reference this Code section.
- (D) **License fee exemption of dogs that are service animals. Every dog that is a service animal, as defined in Wisconsin State Statute §106.52(1)(fm), is exempt from the dog license fee described in Village Code Chapter §154-3, upon an annual application for a dog license.**

Part II. All ordinances or parts of ordinances contradicting the provisions of this ordinance are hereby repealed.

Part III. This ordinance shall take effect and be in full force from and after its passage and publication or posting.

Date Introduced: June 10, 2024

Date Adopted: _____

Requested by: Dale A. Youngquist, Village President

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #240624-8

OPERATOR LICENSE APPLICANTS

WHEREAS, the operator license applicants for the upcoming two-year term, listed below, have made proper application with the Police Department; and

WHEREAS, all applicants either currently hold a valid two-year server license elsewhere, or have successfully completed the mandatory alcohol awareness training program, or have scheduled the course; and

WHEREAS, background checks have been conducted by the Police Department; and

WHEREAS, the Police Chief submits the applicants with a recommendation of approval as follows:

Alyssa Allen-Richmond – Approved
Monica Muller – Approved
Guadalupe Flores – Approved
Kim Wienandt – Approved
Stephanie Buchanan – Approved
Christina Schmitz – Approved
Michael Ludwig – Approved
Anthony Clementi – Approved
Wayne Meetz – Approved
Lori Kerrigan – Approved

Emily Smith – Approved
Jena Snodgrass – Approved
James Hoogervorst – Approved
Shena Landry – Approved
Megan Wallace – Approved
Ava Kalk – Approved
Parmjit Singh – Approved
Sam Allen – Approved
Scott Pasch – Approved
Michele Eagle – Approved

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees recommends the above applicants recommended for approval be approved, pending payment, successful background checks, and completion of a state-approved alcohol awareness training program, for the licensing period beginning July 1, 2024 - June 30, 2026.

Adopted this 24th day of June, 2024

Requested by: Scott Blashka, Police Chief

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

RES #240624-9

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$1,604,391.55

WHEREAS, the disbursements are categorized below & the detail is attached:

Pending:		
General Fund	\$	550,836.48
Special Revenue Fund	\$	87,469.70
Debt Fund	\$	-
Capital Projects Fund	\$	166,561.04
Water Fund	\$	220,979.66
Sewer Fund	\$	3,142.10
Stormwater Fund	\$	4,290.02
Trust & Agency Fund	\$	-
Special Processed Payments	\$	571,112.55
Total:	\$	<u>1,604,391.55</u>

NOW, THEREFORE BE IT RESOLVED, the Village of Fox Crossing Board of Trustees hereby authorizes the above expenditures to be paid by the Finance Department with the exception of none.

Adopted this 24th day of June, 2024.

Requested by: Jeremy Searl, Finance Director
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Fink, Village Clerk

VILLAGE OF FOX CROSSING
2000 Municipal Drive
Neenah, WI 54956

EXPENDITURE SUMMARY

For Accounts Payable Period Ending: June 18, 2024
 For Village Board Meeting of: June 24, 2024

REGULAR PROCESSED CHECKS	AMOUNT
General Fund	\$550,836.48
Special Revenue Funds	\$87,469.70
Debt Fund	\$0.00
Capital Projects Fund	\$166,561.04
Water Fund	\$220,979.66
Sewer Fund	\$3,142.10
Stormwater Fund	\$4,290.02
Trust & Agency Fund	\$0.00
Total Bills for	June 24, 2024
	<u><u>\$1,033,279.00</u></u>

SPECIAL PROCESSED PAYMENTS

CHECK #	PAYEE	DEPT. /PURPOSE	AMOUNT
	Village Specials	**See Attached Listing**	\$49,261.56
ACH	Employee Benefits Corp	Flex Spending Claims	\$1,587.62
ACH	WDC	Deferred Comp	\$6,696.38
ACH	North Shore Bank	Deferred Comp	\$1,495.00
ACH	WI Retirement	Retirement	\$86,092.80
ACH	ETF	Medical Ins	\$155,324.04
ACH	Elavon	May CC Fees	\$249.25
50485-50491	Payroll	Payroll	\$1,269.33
ACH	Payroll	Payroll	\$192,003.86
ACH	Payroll	Taxes	\$77,132.71
Total Special Processed Payments			<u><u>\$571,112.55</u></u>
GRAND TOTAL			<u><u>\$1,604,391.55</u></u>