

Village of Fox Crossing Board of Trustees Regular Meeting
Monday, October 13, 2025 - 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. **Minutes to Approve/ Minutes and Correspondence to Receive**
Minutes to Approve
 - a) Regular Village Board Meeting – September 22, 2025
 - b) Special Village Board Meeting – Budget Workshop #1 – October 6, 2025**Minutes and Correspondence to Receive**
 - c) Park Commission Meeting Minutes – September 10, 2025
4. **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.**
5. **Discussion Items**
6. **Unfinished Business**
7. **New Business- Resolutions/Ordinances/Policies**
 - a) 251013-1 Appointment of Village of Fox Crossing Clerk – Chantel Jaenke
 - b) 251013-2 Change Order #1 – Municipal Complex Flooring Replacement Project
 - c) 251013-3 Award Proposal – Arden Tews Assembly Room Technology Upgrade Project to Include a 2025 Budget Amendment
 - d) 251013-4 2025 Budget Amendment for Well #3 Rehabilitation Project
 - e) 250922-1:ORD Amend Fox Crossing Municipal Code Chapter §388 Comprehensive Plan – Amend Future Land Use Map for 2075 American Drive, 2025 American Drive, 550 East Shady Lane, and Vacant Parcel #12101450901 Located at the Northeast Corner of East Shady Lane and American Drive from Commercial to Industrial *Second Reading & Adoption*
 - f) 250922-2:ORD Amend Fox Crossing Municipal Code Chapter §435 Zoning Ordinance – Rezone 2075 American Drive, 2025 American Drive, 550 East Shady Lane, and Vacant Parcel #12101450901 Located at the Northeast Corner of East Shady Lane and American Drive from B-3 Regional Business District to I-2 Heavy Industrial District *Second Reading & Adoption*
 - g) 250922-3:ORD Amend Fox Crossing Municipal Code Chapter §A450 Fines & Penalties *Second Reading & Adoption*
 - h) 251013-5 Operator License Applicants
 - i) 251013-6 Expenditures
8. **Reports**
 - a) Village President Dale Youngquist – Announcement of 2026 Budget Workshop Dates
 - b) Village Manager Jeffrey Sturgell – Winnebago County Agriculture & Household Hazardous Material Clean Sweep Event will be held on Saturday, November 1, 2025 from 8:00 a.m. to 11:00 a.m. at the Village of Fox Crossing Municipal Street Garage & from 1:00 p.m. to 3:00 p.m. at the Village of Winchester; Must Register for Appointment Time by 3:00 p.m. on October 27, 2025
9. **Closed Session**
10. **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, September 22, 2025**

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.

Village Clerk Darla Salinas took roll call and noted those present: President Dale Youngquist, Trustees Michael Van Dyke, Kris Koeppe, Tim Raddatz, Kate McQuillan, 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 Public Works Joe Hoechst, Director of Parks & Recreation Amanda Geiser, Attorney Andrew Rossmeissl, Engineer Zach Laabs, and Engineer Lee Reibold. There were four attendees.

2. Awards / Presentations

**3. Minutes to Approve / Minutes and Correspondence to Receive
Minutes to Approve**

a) Special Village Board Meeting – September 8, 2025

b) Regular Village Board Meeting – September 8, 2025

Minutes and Correspondence to Receive

c) Park Commission Meeting Minutes – August 13, 2025

d) Planning Commission Meeting Minutes – August 20, 2025

e) Water Main Breaks Report – August 2025

f) Water Pumpage Report – August 2025

MOTION: Trustee Van Dyke, seconded by Trustee Hanson to approve the minutes and accept other departmental minutes and correspondence into record. Motion carried via voice vote.

4. Public Comments Addressed to the Village Board

Natalie Strohmeier – 618 Bondow Drive

Mrs. Strohmeier stated she has frustrations over the road construction in this area and lack of information they have been receiving. She stated at the public meeting for this project in April, the public was advised that their driveway would be replaced with like material (whether asphalt or concrete), however this has now changed. She stated there were no minutes or recordings taken from that public meeting so Director Hoechst cannot confirm what was said. Director Hoechst spoke with her and advised it would cost approximately \$1,500.00 to replace the end of her driveway with concrete, however, when she received the estimate in writing, it was more than \$2,700.00. She expressed her frustration with this process. She stated the contractors dug up more concrete than was needed, which didn't allow for access in and out of her driveway for a very long time. She stated there was no communication when something would be closed, and she only received one notice when water would be shut off. Other times when the water was shut off, she received notice via a doorbell ring at 6:30 a.m. when the Village Ordinance states no earlier than 7:00 a.m. She stated her mailbox was damaged in July and was replaced earlier today; however, the mail and packages that were inside of it were taken

with it when it was replaced. They did come back to return the mail and at that time realized the mailbox wasn't opening and closing due to poor workmanship. Mrs. Strohmeyer stated she is agreeable to paying the original \$1,500.00 that was quoted but will not pay the higher amount. She stated she thinks the Village should credit residents for the difference between the cost of concrete and asphalt. She stated she asked for information on the timing of blasting and when she asked for a call back, did not receive a call from either Director Hoechst or Manager Sturgell. Overall, she stated her main issue is the lack of communication with Director Hoechst's department.

5. Discussion Items

6. Unfinished Business

7. New Business-Resolutions/Ordinances/Policies

- a) 250922-1:ORD Amend Fox Crossing Municipal Code Chapter §388 Comprehensive Plan – Amend Future Land Use Map for 2075 American Drive, 2025 American Drive, 550 East Shady Lane, and Vacant Parcel #12101450901 Located at the Northeast Corner of East Shady Lane and American Drive from Commercial to Industrial *First Reading*

MOTION: Trustee Van Dyke, seconded by Trustee Koeppe to accept the First Reading as submitted. Director Dearborn stated these four parcels are currently commercial, but the developer would like the parcels to be changed to industrial for outdoor storage. The Planning Commission recommended this for approval. Motion carried via voice vote.

- b) 250922-2:ORD Amend Fox Crossing Municipal Code Chapter §435 Zoning Ordinance – Rezone 2075 American Drive, 2025 American Drive, 550 East Shady Lane, and Vacant Parcel #12101450901 Located at the Northeast Corner of East Shady Lane and American Drive from B-3 Regional Business District to I-2 Heavy Industrial District *First Reading*

MOTION: Trustee Van Dyke, seconded by Trustee Hanson to accept the First Reading as submitted. Director Dearborn stated the Planning Commission recommended this for approval. Motion carried via voice vote.

- c) 250922-1 Certified Survey Map – 800 Ninth Street (Parcel #121035315)

MOTION: Trustee Hanson, seconded by Trustee Van Dyke to approve as submitted. Director Dearborn stated this will separate one smaller lot out from the larger lot for the property adjacent to Bucklin's, and the Planning Commission recommended this for approval. Motion carried via voice vote.

- d) 250922-2 Certified Survey Map – Parcels #12102370204 & #12102370203 Located on West American Drive

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

- e) 250922-3:ORD Amend Fox Crossing Municipal Code Chapter §A450 Fines & Penalties *First Reading*

MOTION: Trustee Hanson, seconded by Trustee McQuillan to accept the First Reading as submitted. Chief Blashka stated he worked with Manager Sturgell, Clerk Salinas, and Police Department staff on these changes to increase parking fees throughout the Village. Motion carried via voice vote.

- f) 250922-3 Change Order #1 – Margeo Stormwater Pond Construction Project

MOTION: Trustee Van Dyke, seconded by Trustee Koeppe to approve as submitted. Director Hoechst noted this change is for a time extension only and does not include any extra fees. Motion carried via voice vote.

- g) 250922-4 Change Order #1 – Clayton Avenue Utility Extension Project to Include the Larsen Road Sanitary Sewer Main Improvement Project
MOTION: Trustee McQuillan, seconded by Trustee Van Dyke to approve as submitted. Director Hoechst stated this is part of the Town of Clayton funded portion of this project, and the cost belongs to the Town of Clayton which they have been made aware of. Motion carried via voice vote.
- h) 250922-5 Special Event License for Saint Mary Catholic High School Homecoming Parade Held September 26, 2025
MOTION: Trustee Van Dyke, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.
- i) 250922-6 Temporary Class “B” Retailer’s License – C & R Musky Club, Inc.
MOTION: Trustee Van Dyke, seconded by Trustee Koeppe to approve as submitted. Motion carried via voice vote.
- j) 250922-7 Temporary Class “B” Retailer’s License – Fox Valley Youth Hockey
MOTION: Trustee Van Dyke, seconded by Trustee Hanson to approve as submitted. Motion carried via voice vote.
- k) 250908-1:ORD Amend Fox Crossing Municipal Code Chapter §302-1(A) for Offenses Endangering Public Safety *Second Reading & Adoption*
MOTION: Trustee McQuillan, seconded by Trustee Hanson to accept the Second Reading and Adoption as submitted. Motion carried via voice vote.
- l) 250922-8 Operator License Applicants
MOTION: Trustee Van Dyke, seconded by Trustee Raddatz to approve as submitted. Motion carried via voice vote.
- m) 250922-9 Expenditures
MOTION: Trustee Koeppe, seconded by Trustee Van Dyke to approve the expenditures submitted without exception. Motion carried via voice vote.

8. Reports

a) Village President Dale Youngquist

- *Announcement of Budget Workshop Dates*

Village President Youngquist announced the upcoming Budget Workshop Dates to include:

Monday, October 6, 2025 from 5:00 p.m. – 9:00 p.m.

Monday, October 13, 2025 from 5:00 p.m. until the start of the Regular Village Board Meeting at 6:00 p.m., and then continuing on after the adjournment of the Regular Village Board Meeting until 9:00 p.m.

Monday, October 20, 2025 from 5:00 p.m. – 9:00 p.m.

Monday, October 27, 2025 from 5:00 p.m. until the start of the Regular Village Board Meeting at 6:00 p.m., and then continuing on after the adjournment of the Regular Village Board Meeting until 9:00 p.m.

- *2025 Village of Fox Crossing Budget Public Hearing to be held Monday, November 24, 2025 at 5:00 p.m. in the Arden Tews Assembly Room of the Village Municipal Complex, 2000 Municipal Drive*

President Youngquist advised the Budget Public hearing will be held at 5:00 p.m. on Monday, November 24th, directly prior to the Regular Village Board Meeting at 6:00 p.m.

- b) Trustee Kris Koeppe – Fall Electronic Recycling Event will be held on Saturday, October 11, 2025 from 8:00 a.m. to Noon at the Municipal Complex

Trustee Kris Koeppe reminded residents of the upcoming Fall Electronic Recycling Event on Saturday, October 11th from 8:00 a.m. to 12:00 p.m. in the Municipal Complex Streets garage. He stated all information is on the Village website and stated residents can remain in their vehicle as volunteers will unload the electronics.

9. Closed Session

10. Adjourn

At 6:34 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Swiertz to adjourn. Motion carried via voice vote.

Respectfully submitted,

Darla M. Salinas, CMC, WCMC
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
Special Meeting of the Board of Trustees – Budget Workshop #1
Municipal Complex – Arden Tews Assembly Room
Monday, October 6, 2025 - 5:00 p.m.**

Minutes

1. Call to Order

Clerk Darla Salinas called the workshop to order at 5:02 p.m. and noted those present including: President Dale Youngquist, Trustee Kris Koeppe, Trustee Timothy Raddatz, Trustee Kate McQuillan, Trustee Deb Swiertz, Trustee Barbara Hanson, Village Manager Jeffrey Sturgell, Director of Community Development George Dearborn, Director of Finance Jeremy Searl, Director of Parks and Recreation Amanda Geiser, Fire Chief Todd Sweeney, Assistant Fire Chief Shawn Bordeaux, Police Chief Scott Blashka, Police Captain Tim Callan, Police Administrative Assistant Erin LeMahieu, Police Lieutenant Scott Farrell, Municipal Court Manager Mandy Bartelt, and Municipal Judge Hogan. Excused: Trustee Michael Van Dyke. There was one attendee.

2. Presentation of Departmental Budgets

Director Searl presented the overview of the 2026 proposed Budget, the scheduled departments for this evening, and the calendar schedule for budget workshops and the public hearing. He explained the full budget process, which began in July, as well as the format of the budget books that were provided to the Board the week prior. He stated this was a challenging budget year even though all departments were fiscally responsible in their requests. He explained the Village Manager cuts and increases sheet that was handed out to all Board Members at the start of this evening.

Director Searl advised that equalized value is provided by the state and measures market and data changes which is then sent out to all assessors to be applied to all properties statewide and is designed to apportion taxes equitably across municipalities. The equalized value for Fox Crossing shows an increase of 5.83% (not including TID values) and 6.47% (including TID values). School districts use the increase without including TID values to apportion our responsibility for taxes to the various school districts. The assessed value is determined through our assessor department. Assessed values in the Village had an overall increase of 5.8%, split out by type of property: Residential properties increased 8.1%, Commercial properties increased .3%, and Manufacturing properties increased 8.4%. There was large growth in TID #5 and continued growth in TID #2.

Director Searl advised the Tax Levy is the only portion of the tax bill the Village has direct control over. The Village has no control over County, Technical College, and School District levies. The proposed budget represents an increase of \$369,622.00 in Village spending (3.66% increase), and \$55,070.00 in TID increment (11.6% increase) for a total increase of \$424,692.00 (4.02% increase). With assessed values increasing, the proposed mil rate for the Village is set to drop to \$3.79/thousand dollars of value (2.05% decrease). He provided examples of how assessed values for a typical home will change the amount of tax paid to the Village on that home based on recent and current years' mil rates.

Director Searl stated the Village tax levy can only grow by Net New Construction (NNC) and debt service requirements. The Village's NNC was only .704% this year which generated \$67,520.00 of new levy revenue. Levy limits allow spending on debt to fluctuate as needed, however the Village has historically been protective and conservative with our debt and have chosen not to have the total amount of our debt on the levy. With such a low NNC this year, the Village has had to put more debt onto the levy to free up levy funds for operations. The proposed budget adds \$108,378.00 to the debt levy for debt service requirements and \$197,725.00 to balance the budget, for a total increase of \$302,103.00. He provided a history of the last few years as far as amounts added and

reasons for adding these amounts to the debt levy. In the past the Village has looked at adding debt to the levy as a last resort. Director Searl detailed this year's use of the Tax Stabilization Fund. Manager Sturgell advised this fund is healthy, however we don't want to use it often as you can become reliant on it which is something we don't want to do.

Director Searl stated there is a 4.9% increase in the General Transportation Aids which is a large increase for the Village this year. He reminded the Board about WI Act 12 which eliminated Personal Property Tax making that an aid which is paid from the state so we will no longer receive an increase in taxes from that. The amount received in 2024 is what we will receive going forward unless changed by the State. However, this Act also provides for an increase in funds from shared revenue from the state based on sales tax that was received by the state which came in higher than budgeted.

Director Searl reminded the Board that staff wage increases are done under Manager Sturgell's discretion and the dollar amount budgeted is the same as last year. The CPI increase from the Wisconsin Employment Relations Commission will shift the Village pay schedule by 2.6%, which is a reprieve as these ranges have shifted 6-7% over the last couple of years due to inflation. Health Insurance is one of the Village's larger expenses and only has a 2.3% increase this year (approximately \$80,604.00). This amount does not include any changes for employees with no coverage going to having coverage, or single coverage to family coverage, or vice versa. There is no increase for Dental Insurance this year, and WRS rates for general employees increased 0.25% from 6.95% to 7.20%, and decreased 0.21% for protected employees from 15.01% to 14.80% (overall an approximate increase of \$22,073.00).

Director Searl advised that prior to this budget the fund balance was sitting at \$4,037,227.00, which equates to 26.76% of the total budgeted expenditures and falls within Village ordinance criteria. The proposed budget has an estimated fund balance of \$4,180,387.00 or 27.71% of next year's budgeted expenditures and remains in compliance.

Judicial Department

Director Searl stated revenues for this department are budgeted to increase based on trends from 2024. The proposed budget shows a small increase in salary which is the overflow affect from the salary change for Judge Hogan that was approved last year but is based on the appointment calendar so was only a partial increase last year. He stated that more citations were issued which account for higher revenues, however, there have been more not-guilty pleas which have resulted in increased legal service expenses. There is a small increase for interpreter services due to the variety of non-English languages that need to be translated.

Judge Hogan stated they have ironed out the wrinkles from year one of holding court at the high school, and they are seeing overwhelming success with this program. The first court session of this school year is later this month, but they are seeing a better number of students and parents showing up for these hearings, and they are getting more involvement from faculty members.

Fire Department

Director Searl stated there is an increase in Fire Dues revenue to be more in line with actual numbers. The Fire Chiefs have reworked the firefighter schedule and were able to "right-size" this budgeted account based on actual expenditures. There was a request for an increase of 195 hours, however Manager Sturgell cut 100 hours, leaving a net increase of 95 hours for an increased wage expense of \$1,855.00. This budget continues to increase wages for hourly and Paid-on-Call positions by \$0.25/hour (increase of \$17,547.00). There was also a requested increase to add five additional part-time firefighters eligible to be on WRS pension plan, however Manager Sturgell cut

this to one firefighter for a net increase of \$2,897.00. Last year's budget included an addition of a full-time Lieutenant (Fleet Maintenance Officer) and switched to a new schedule with lieutenants alternating days. The Chief requested and was approved to increase total hours for the lieutenant and captain positions by 229 hours for an increase of \$7,745.00. Of the Village's total \$311,000.00 wage and benefit increase, Fire represents 13.5% of this budget (approximately \$42,000.00).

Chief Sweeney advised the addition of the lieutenant position and change to 12-hour shifts has helped with turnout and response times and has really helped the morning and night gap times. He provided examples of decreased response and turnout times for all different shifts and stated their maintenance to-do list is completely empty and they are caught up on all regular maintenance as well. He advised with doing a lot of the maintenance in house, they have saved an estimated \$23,800.00 in labor maintenance costs. He stated he is asking for the extra hours to help cover vacations, more officer meeting time, training drills, etc.

The 0241 Building Maintenance Account includes several small projects offset with fund balance including rekeying old station doors, Station #40 and Community Center sprinkler alarm system backflow preventers, and a partial Station #40 roof replacement. There is also an increase for backflow preventer maintenance. This account remains flat as compared to last year from a levy standpoint. The 0310 Office Supplies Account shows a decrease as last year's budget included office set up for the new lieutenant. The 0330 and 0335 Training and Meals, Mileage, & Travel Accounts shows a reduction due to the removal of the Women's Weekend National Training based on federal budget cuts but does include out-of-state training for FDIC and National Fire Academy. The 0343 Accreditation and Awards Account includes an onsite review in 2026 which will be offset with fund balance. The 0346 Uniform Expenses Account shows an increase in allowance of \$25.00 for the part-time and paid-on-call firefighters from \$200.00 to \$225.00 and adds a \$225.00 allowance for the Fire Administrative Assistant. This account also includes replacement of 10 sets of firefighter turnout gear, however three of these are being financed out of fund balance to keep the levy flat. The 0353 Equipment Maintenance Account has an increase due to SCBA maintenance which occurs every five years and is offset with fund balance. The 0355 Vehicle Maintenance Account had a requested increase of \$10,000.00, however this was cut to a \$5,000.00 increase by Manager Sturgell. The 0361 Operational Equipment Supplies Account is equal to last year's budget and includes \$700.00 for two sets of ice rescue equipment, \$1,000.00 for Class B foam, and \$375.00 for a gas meter docking station for one of the fire trucks. The 0390 EOC (Emergency Operations Center) Operating Supplies Account includes a training exercise at Station #40 offset with fund balance.

Director Searl advised the 0854 Capital Outlay Other Account includes replacement and upgrade to the audit system in both fire houses for the antiquated paging system for a cost of \$45,000.00 offset with fund balance. They are also looking to purchase new washers and dryers at both fire stations for \$3,000.00 from fund balance. The Equipment Replacement Fund (ERF) would have included an increase in funding of approximately \$25,000.00 which is been cut to balance the budget. From the ERF, they are looking to replace the Station #41 Air Compressor (\$51,000.00) and Station #40 Washer Extractor (\$14,000.00). The next fire truck on the schedule to be replaced is Rescue 41 in 2028 which will likely need to be ordered early to receive in 2028.

Chief Sweeney stated the goals they set last year were met except for the accreditation which was pushed back to this year. The goal for this year is retention of employees, especially paid-on-call, and they intend on implementing some internal recognition programs. There is a new data collection program they are required to learn and use going forward as part of a national database which will start on January 1st when it goes live. They are also working on updating the strategic plan which will be presented to the Village Board after budget season. He stated they are looking forward to upgrading the station audio systems if approved in this budget, and stated they are also focusing on bringing back a training session for the EOC.

Police Department

Director Searl stated the intergovernmental revenue billing account to NJSD for the School Resource Officer (SRO) is based on the school year and not our budgeting year, and this calculation has been corrected going forward. The current SRO Agreement expires at the end of this school year, so this budget assumes we will maintain a similar formula going forward and estimated an increase of 4% based on expected wage/benefit changes. The Fines and Penalties revenue account is expected to increase based on current trends and parking violations are showing a significant increase due to the recent increase in the fee schedule which was approved by the Village Board.

In Payroll expenditures, the Department is asking to add .2 FTEs (1 day/week) for a communication technician position as the person in this role is a former police officer and provides a lot of help with the accreditation process and other projects. This is a short-term position, so this is being fully funded with fund balance. They are also requesting an increase in Crossing Guard pay from \$14.00/hour to \$17.00/hour (increase of \$3,326.00). This budget includes an increase in the pay range for the Community Service Officers (CSO) to allow interim raises for performance and longevity (increasing the range to \$15.00/hour - \$17.00/hour for a total increase of \$3,660.00). Finally, there is a request to increase overtime hours by 300 hours, however this was cut down to an increase of 100 hours by the Village Manager for a total expenditure increase of \$7,833.00.

Director Searl advised the Police Union contract is good through 2028, so the current year's rates are set to increase 2% in mid-March and 2% in mid-September, and this year's budget includes the start of providing an additional 1% for officers with 10+ years of service. This year's budget completes the elimination of the education incentive as it is now part of the base wage rate. He stated there was a calculation error, so this budget shows a large hit to fix a mistake from 2024 and 2025 where the SRO position was budgeted incorrectly (approximately \$65,000.00 error). Of the Village's total \$311,000.00 wage and benefit increase, Police represents 71.1% of this budget (approximately \$221,000.00).

The 0240 Repairs and Maintenance Account absorbs a large increase (approximately \$4,000.00) for the maintenance contract of the non-County CAD software which has been placed on the levy. The 0310 Office Supplies Account is equal to last year, with the largest portion being for the remodel of the police command center (front area for communication technicians) in the amount of \$15,600.00, however this is a rollover from the last few years that has been placed on hold until decisions have been made regarding a new Police Department building. The 0330 and 0335 Training and Miles/Meals/Lodging Accounts have a small increase of \$89.00, with no out-of-state training requested at this time. The 0340 Operating Supplies Account has an increase due to the purchase of portable radios and programming. The 0343 Accreditation and Awards Account shows a cut from Manager Sturgell, as there was a request to increase retirement awards to \$500.00/retiree to be more aligned with neighboring communities for a total requested increase of \$1,500.00, however this was cut to match the budgeted amount from prior years. Trustee McQuillan asked to keep this on the bubble list for future consideration. The 0345 Forms and Printing Account includes additional funding due to Winnebago County no longer printing forms for us. The 0346 Uniform Allowance Account shows a small decrease on the levy but includes \$2,000.00 for new uniforms for the new Chief and Captain or Lieutenant based on changes in management from retirements, \$6,000.00 to outfit a new police officer, if needed, including equipment and uniform, and \$1,400.00 for new CSO uniforms, if needed, all funded out of fund balance. The 0392 Investigative Expenses Account includes the addition of one portable FLOCK camera to the existing network (\$3,600.00 added to levy) and \$1,000.00 for set up and training, using fund balance.

The 0853 Capital Equipment Vehicle Account does not include a request to purchase any additional vehicles, however the Board could choose to add another vehicle to the fleet as was done in past years. In the Equipment Replacement Fund (ERF), the transfer to the ERF will remain the same

as last year to remain consistent with the Fire Department. The regular increase would have been approximately \$10,000.00 based on normal updates; however, this is being short funded to balance the budget. For 2026, two patrol vehicles (968 and 969) are scheduled for replacement with ancillary equipment, replacement of the CSO truck which may end up being a different type of vehicle as it doesn't need to be a pursuit vehicle, and some miscellaneous equipment such as a squad camera, AED, four ballistic shields, etc.

Trustee McQuillan asked about the amount included in the ERF for the police canine and if that includes training. Chief Blashka advised that cost is only for the canine and typically does not include any training. Director Searl advised that the canine program has yet to cost the Village any money operationally due to all of the donations previously received and continuing to be received for this program.

Trustee Koeppe asked if there have been any further SRO negotiation talks with NJSD. Captain Callan advised they will be starting negotiations soon and do not anticipate adding an additional officer at the high school, but possibly some additional hours. Trustee Koeppe asked if we are anticipating adding more FLOCK cameras throughout the Village. Chief Blashka stated the Village has the lowest number of FLOCK cameras in the Fox Valley region. These cameras are not cheap but very they are very effective, and the camera being purchased this year is a mobile unit that can change locations.

Trustee Raddatz asked about the cost for the interpreter mobile service and asked what they are currently using. Captain Callan stated the department currently either uses a telephone translator service or Google translate, which has not been very effective. He noted this portable translator could be used by other departments as well.

Community Development Department

Director Searl stated there is a small increase in the revenue account, however it's possible this account should decrease but it's very hard to predict. Inspection Professional Services is a contracted-out service and is offset by permit revenues. In the payroll account, there is a requested increase for the intern pay of 2.7% from \$17.00/hour to \$17.46/hour which is split with stormwater.

The 0210 Contracted Services Account includes \$72,000.00 for a zoning code re-write (offset with fund balance) of which \$22,000.00 has been carried forward for a few years, however the cost will be substantially higher than initially expected. The 0799 Economic Developers Incentive Account is a non-TID developer incentive for an apartment building complex on Golf Bridge Drive. Building Inspector Fischenich has advised it is very unlikely they will meet the requirements for this incentive to be paid out, however we need to budget for this just in case. Director Searl noted that the postage account was inadvertently reduced to \$0.00 which will be corrected to add \$500.00 into this account.

Trustee Hanson asked if we could complete the zoning code re-write in house. Director Dearborn stated it would take multiple years for the department to complete. He posted a Request for Proposal and only received one response. He stated that a portion of the Per Capita Funds could be used for a portion of this cost as this falls into Winnebago County's criteria for the funds. Director Searl noted these funds would otherwise be used to offset the expenses from the Community Development Department and are already accounted for.

Trustee Koeppe asked if there is enough funding to get a full-year intern, or back-to-back interns. Director Dearborn stated there is not enough funding and it is challenging to find local interns that can work outside of summer break hours, but they are advertising at the local technical schools and colleges.

3. **Motion to reconvene to the October 13, 2025 Budget Workshop which will begin at 5:00 p.m.**
At 8:36 p.m., **MOTION:** Trustee Hanson, seconded by Trustee Swiertz to reconvene to the October 13, 2025 Budget Workshop at 5:00 p.m. Motion carried via voice vote.

Respectfully submitted,

Darla M. Salinas, CMC, WCMC, Village Clerk

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



FOX CROSSING PARKS & RECREATION DEPARTMENT

2000 Municipal Drive Neenah, WI 54956-5663
Phone (920) 720-7108 Fax (920) 720-7113
www.foxcrossingwi.gov | parkrec@foxcrossingwi.gov

PARK COMMISSION MEETING MINUTES

September 10, 2025

Park Commissioners Present: Jim Beson, Jordyn Kurer, Kathy Sylvester, Suneer Patel, Jill Rasmussen, Jean Wollerman, Matt Werner

Staff Present: Director Amanda Geiser

Others in Attendance: Steve Shelley, Rocky Schafer

* * * * *

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 August 13, 2025, regular meeting minutes. Commissioner Patel motioned to accept the minutes, seconded by Commissioner Sylvester. Commissioner Werner abstained. Motion carried.

PUBLIC FORUM

- None

DISCUSSION/PRESENTATION

- A. **Earl Street Athletic Complex – Review of Proposals:** Director Geiser discussed the proposals that were received and asked the Park Commission to decide if they'd like to accept or reject the proposal made by Menasha Youth Sports, as the paper copies were not received by the posted deadline. The Commission collectively agreed to take both proposals into consideration. The Commission then turned over their scoring spreadsheets, which had been scored prior to the meeting. While Director Geiser was tallying the scores, the Commission asked questions to the two Neenah Soccer Club representatives that were in attendance. Questions centered around attendance and outreach plans. The proposal scoring was then reviewed. Menasha Youth Sports received 146 out of 280 possible points and Neenah Soccer Club 242 out of 280. General discussed ensured. Commissioners had concerns with the viability of the Menasha Youth Sports-River Surge FC partnership and noted their proposal was lacking requested information. The consensus favored approving the proposal made by the Neenah Soccer Club. Official action recommending a lessee to the Village Board will take place at the October 8 Park Commission Meeting.
- B. **Discount Ticket Summary:** Director Geiser reviewed the 2025 discount ticket program sales and discussed the comparison to last year's figures. Overall, the number of tickets sold was down from 2023 and 2024, but still in line with the sales prior to those years. It was discussed that the years of 2023 and 2024 were exceptionally high and we have fallen back in line with the numbers we were typically seeing. One thing that was noted is we are now receiving \$1.00 per ticket sold, versus the \$.75 per ticket previously earned.

REPORTS

- A. **Park Report:** Accepted as written.
- B. **Recreation Report:** Accepted as written.
- C. **Director Report:** Accepted as given.
- D. **Commission Reports:**
 - **Commissioner Beson:** Informed everyone the volunteer group will be starting back up soon and will once again focus on ash tree removal. He also mentioned he recently visited Woodland Prairie Park and ran

into a family having a picnic. After striking up a conversation he was interested to hear the family was from Little Chute and they shared this was their favorite mountain bike track to visit. The mother discussed that her children always want to come to Woodland Prairie Park.

- **Commissioner Kurer:** No report.
- **Commissioner Patel:** No report.
- **Commissioner Rasmussen:** No report.
- **Commissioner Sylvester:** No report.
- **Commissioner Werner:** No report.
- **Commissioner Wollerman:** No report.

OLD BUSINESS

- None

NEW BUSINESS

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

Director Geiser reviewed the application that requests assistance for both the fall and winter KidStage youth theater programs. Currently, staff is only requesting approval for the fall session. Noting that KidStage is a contracted program with associated costs, Director Geiser would like to first ensure that the program is a good fit, that the child enjoys participating, and that attendance is consistent before seeking approval for the winter session.

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

CORRESPONDENCE

- None

ADJOURNMENT

Commissioner Sylvester motioned, seconded by Commissioner Rasmussen, to adjourn the Park Commission meeting at 6:57PM. Motion carried unanimously.

The next Commission meeting is scheduled for October 8, 2025, at the Municipal Complex, 2000 Municipal Drive, Neenah, at 6:00PM.

Sincerely,



Jim Beson

Chairperson - Village of Fox Crossing Park Commission

RES #251013-1

APPOINTMENT OF VILLAGE OF FOX CROSSING CLERK – CHANTEL JAENKE

WHEREAS, Village Clerk Darla Salinas, who has served as Village Clerk from 2020 through the present, plans to continue her career path as the City Clerk for the City of Oshkosh; and

WHEREAS, Clerk Salinas' last day as Clerk with the Village of Fox Crossing will be November 3, 2025; and

WHEREAS, Deputy Clerk Chantel Jaenke has served as the Deputy Clerk of Fox Crossing since September 2021, and is fully trained and certified to serve as the Clerk for the Village of Fox Crossing; and

WHEREAS, Village of Fox Crossing Charter Ordinance Chapter 1.05(B)(2) states that the Village Clerk shall be appointed by the Village Board for a term of indefinite duration based upon a nomination by either the Village President or Village Manager; and

WHEREAS, Village President Dale Youngquist and Village Manager Jeffrey Sturgell jointly nominate Chantel Jaenke to serve as the Village of Fox Crossing Clerk beginning November 4, 2025.

NOW, THEREFORE BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby appoints Chantel Jaenke as the Village of Fox Crossing Clerk beginning November 4, 2025.

Adopted this 13th day of October, 2025

*Requested by: Dale A. Youngquist, Village President
Jeffrey Sturgell, Village Manager*

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Salinas, Village Clerk

RES #251013-2

CHANGE ORDER #1 – MUNICIPAL COMPLEX FLOORING REPLACEMENT PROJECT

WHEREAS, on May 19, 2025, H.J. Martin and Son, Inc., was awarded the Municipal Complex Flooring Project contract in the amount of \$119,924.21; and

WHEREAS, Change Order #1 reflects a net increase of \$6,563.18, due to the following:

Increase Tile Removal (Labor)	\$ 1,000.00
Unit price (per Square Yard) Increase for Carpet and Adhesive	\$ 9,151.90
Decrease in Net Quantity and Cost of Ceramic Tile	(\$ 4,859.12)
Decrease in Net Quantity of Luxury Vinyl Tile (LVT)	(\$ 1,261.41)
Increase in Net Quantity of Vinyl Base	<u>\$ 2,531.81</u>
Total:	\$ 6,563.18

WHEREAS, the increase of \$6,563.18 from Change Order #1 items, results in a new total contract price of \$126,487.39; and

WHEREAS, it is the recommendation of Public Works Director Joe Hoechst to approve Change Order #1 to H.J. Martin & Son, Inc., for a total increase in the amount of \$6,563.18, resulting in a new contract amount of \$126,487.39.

NOW, THEREFORE BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby approves Change Order #1 for the Municipal Complex Flooring Project contract, for a total increase in the amount of \$6,563.18 to **H.J. Martin and Son, Inc., 970 American Drive, Neenah, Wisconsin**, for an adjusted contract amount of \$126,487.39.

Adopted this 13th day of October, 2025

Requested by: Joe Hoechst, Public Works Director

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Salinas, Village Clerk



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QUOTE NUMBER	HQ076089	QUOTE DATE	8/26/2025	INSTALL DATE	
JOB NUMBER		SALESPERSON 1	MARY SOUTHER	CUSTOMER ID	59971
PHASE		SALESPERSON 2	AARON HAMNING	CUSTOMER PHONE	
JOB TYPE	RES-NEENAH	MEASURER	AARON HAMNING		
PO NUMBER					

QTY	DESCRIPTION	UNIT PRICE	U/M	TOTAL PRICE
NONE				
1.00	LABOR REMOVE EXISTING-CARPET - GLUE DOWN BY HOUR Removal of glue down carpet, VCT, and vinyl base	\$10,000.00	HR	\$10,000.00
1.00	LABOR REMOVE EXISTING-CERAMIC BY HOUR	\$7,000.00	HR	\$7,000.00
		NONE SUBTOTAL:		\$17,000.00

CARPET #1				
432.00	RAPID 9.85IN X 39.4IN UNDERSCORE CUSHION, SWIFT TWO Units: 432 9.85" X 39.4" CUSHION BACK CARPET TILE TO BE INSTALLED IN LOBBY, 2 CORRIDORS, TOWN HALL/ASSEMBLY. INSTALLATION METHOD: VERTICAL ASHLAR LOBBY & CORRIDOR 125, SET LENGTH OF CARPET TILE PARALLEL TO FRONT OF THE BUILDING CORRIDOR 133,SET LENGTH OF CARPET TILE PARALLEL WITH LENGTH OF HALLWAY (PERPENDICULAR TO LOBBY)	\$47.52	SY	\$20,528.64
13.00	MILLIKEN MODULAR NON REACTIVE ADHESIVE 4 GALLON, 4 GALLON Units: 13	\$248.91	EA	\$3,235.83
10,107.00	LABOR CARPET TILE-INSTALL	\$0.75	SF	\$7,580.25
691.00	RUSH 9.85IN X 39.4IN UNDERSCORE CUSHION, SWIFT TWO Units: 691 9.85" X 39.4" CUSHION BACK CARPET TILE TO BE INSTALLED IN OFFICE AREAS. INSTALLATION METHOD: VERTICAL ASHLAR; LENGTH OF PLANK SET PARALLEL TO EACH CORRIDOR THAT THE OFFICE TRANSITIONS TO.	\$47.52	SY	\$32,836.32

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8/26/2025, 4:39PM BY M.SOUTHER

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CUSTOMER SIGNATURE

DATE

AUTHORIZED SIGNATURE



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JOB TYPE	RES-NEENAH	MEASURER	AARON HAMNING		
PO NUMBER					

QTY	DESCRIPTION	UNIT PRICE	U/M	TOTAL PRICE
CARPET #1 SUBTOTAL:				\$64,181.04
CARPET #2				
32.31	OBEX CUTX CONTOUR 19.69X19.69, GREY Units: 9 19.7" X 19.7" ENTRANCE CARPET TILE TO BE INSTALLED IN THE 3 VESTIBULE AREAS. INSTALLATION METHOD: MONOLITHIC	\$88.00	SY	\$2,843.28
1.00	MILLIKEN MODULAR NON REACTIVE ADHESIVE 4 GALLON, 4 GALLON Units: 1	\$248.91	EA	\$248.91
288.00	LABOR CARPET TILE-INSTALL	\$0.75	SF	\$216.00
CARPET #2 SUBTOTAL:				\$3,308.19
TILE #1				
1,200.00	LABOR CERAMIC - INSTALL PER SF 12X24 TILE TO BE INSTALLED IN THE BATHROOMS AND LOCKER ROOMS. DIRECTION: 24" SIDE SET PARALLEL TO THE ENTRY, 1/3 STEP. GROUT: TBD	\$6.95	SF	\$8,340.00
3.00	SCHLUTER RENO V 1/2" IN SATIN ANODIZED ALUMINUM, SATIN ANODIZED ALUMINUM Units: 3	\$64.53	PC	\$193.59
1,214.40	WANDERWISE RECTANGLE 12X24 MT, ROAM MATTE Units: 69	\$3.81	SF	\$4,626.86
4.00	GREEN SEEL WATERPROOFING/ANTI-FRACTURE MEMBRANE- 3-1/2 GALLON, GREENSEEL	\$212.08	EA	\$848.32
PLEASE SIGN LAST PAGE OF CONTRACT				8/26/2025, 4:39PM BY M.SOUTHER

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JOB TYPE	RES-NEENAH	MEASURER	AARON HAMNING		
PO NUMBER					

QTY	DESCRIPTION	UNIT PRICE	U/M	TOTAL PRICE
	Units: 4			
17.00	BOSTIK BIG TILE AND STONE LATEX MEDIUM SET 50LB GRAY, GRAY Units: 17	\$35.13	BG	\$597.21
3.00	MAPEI ULTRACOLOR PLUS SANDED 25LB, TO BE DETERMINED Units: 3	\$45.79	BG	\$137.37
3.00	MAPEI KERACAULK S SANDED 10 OZ, TO BE DETERMINED Units: 3	\$17.62	TB	\$52.86
TILE #1 SUBTOTAL:				\$14,796.21

TILE #2				
64.40	WANDERWISE PLANK 6X24 MT, ROAM MATTE Units: 4	\$4.10	SF	\$264.04
1.00	GREEN SEEL WATERPROOFING/ANTI-FRACTURE MEMBRANE- 3-1/2 GALLON, GREENSEEL Units: 1	\$212.08	EA	\$212.08
2.00	BOSTIK BIG TILE AND STONE LATEX MEDIUM SET 50LB GRAY, GRAY Units: 2	\$35.13	BG	\$70.26
1.00	MAPEI ULTRACOLOR PLUS FA SANDED GROUT 25 LBS, TO BE DETERMINED Units: 1	\$45.79	EA	\$45.79
1.00	MAPEI KERACAULK SANDED ACRYLIC CAULK 10.5 OZ, TO BE DETERMINED Units: 1	\$17.62	EA	\$17.62

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JOB TYPE	RES-NEENAH	MEASURER	AARON HAMNING		
PO NUMBER					

QTY	DESCRIPTION	UNIT PRICE	U/M	TOTAL PRICE
1.00	LABOR CERAMIC-INSTALL MINIMUM CHARGE 6X24 TILE TO BE INSTALLED IN THE 3 VESTIBULES. 12X24 TILE TO BE INSTALLED IN MAIN VESTIBULE IN COMBINATION WITH THE 6X24 TILE. DIRECTION: REFER TO EACH OF THE VESTIBULE LAYOUTS PER THE ATTACHED DRAWINGS GROUT: TBD	\$1,000.00	EA	\$1,000.00
11.00	SCHLUTER JOLLY EDGE TRIM 3/8 10FT AE, SATIN ALUMINUM Units: 11	\$22.74	EA	\$250.14
TILE #2 SUBTOTAL:				\$1,859.93
LVT #1				
1.00	MAPEI KERACAUWK SANDED ACRYLIC CAULK 10.5 OZ, SAHARA BEIGE Units: 1	\$17.62	EA	\$17.62
2,002.50	OBELISK GLUE DN, GRAY SLATE Units: 50 2.5MM 12X24 LUXURY VINYL TILE (GLUED W/ NO GROUT) TO BE INSTALLED IN THE BREAK ROOM, IN PASSAGE 144 & CONTINUE LVT INTO THE VESTIBULE HALLWAY AND STOP AT THE VESIBULE, AND AT MAIL/STORAGE/VAULT/COMP RM. DIRECTION: 1/2 ASHLAR 24" SIDE SET PARALLEL TO ENTRY DOORS 24" SIDE SET PARALLEL TO THE LENGTH OF PASSAGE 144	\$3.16	SF	\$6,327.90
3.00	MAPEI ULTRABOND ECO 399 ADHESIVE 4 GALLON, 4 GALLON Units: 3	\$142.43	EA	\$427.29
2,002.00	LABOR LUXURY VINYL-INSTALL PER SF	\$2.25	SF	\$4,504.50

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PO NUMBER					

QTY	DESCRIPTION	UNIT PRICE	U/M	TOTAL PRICE
LVT #1 SUBTOTAL:				\$11,277.31
VINYL BASE				
3,360.00	CB-XX 1/8 4IN X 120FT COIL TOE, BURNT UMBER Units: 28	\$1.98	LF	\$6,652.80
3,360.00	LABOR - VINYL BASE INSTALL PER LF	\$2.00	LF	\$6,720.00
65.00	HENRY 440 COVEBASE ADHESIVE - 30OZ TUBE, 440-30 Units: 65	\$10.15	EA	\$659.75
12.00	CTA-XX-A 12FT CARPET TO RESILIENT ADAPTOR, BURNT UMBER Units: 1	\$2.68	LF	\$32.16
VINYL BASE SUBTOTAL:				\$14,064.71

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QTY	DESCRIPTION	UNIT PRICE	U/M	TOTAL PRICE
-----	-------------	------------	-----	-------------

Work to be completed during standard business hours, M-F, 7-4pm (times to be determined)
Contact person:
Brian Bauer
920-720-7181
bbauer@foxcrossingwi.gov

Customer Responsibilities Disclaimer:
Prior to Installation and After Completion

- Initial JH Disconnect, reconnect, and move any appliances
- Initial JH Disconnect and reconnect electronics
- Initial JH Move all breakable items
- Initial JH Clear all items from the floor
- Initial JH After installation, cut down doors if necessary
- Initial JH Move all furniture; HJ to lift partitions

Customer Responsibilites - Toilet - Disclaimer:
Initial JH Customer is responsible to pull and reinstall toilet(s) prior to installation and after completion

Dust Disclaimer:
Please be aware that while your business is under construction, some dust & debris should be expected. Should you have specific requests regarding the care of your

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	home, please inform your sales person prior to the project start date. Our installation team will take precautions to manage the work area and minimize the disruption. Cover in-take vents that may be affected by the work areas.			
	In-Floor Heat Disclaimer: Initial JH There is no in-floor heat in the rooms of my home where H.J. Martin is installing flooring ____ H.J. Martin is not responsible for any damages or costs resulting from customer's failure to inform H.J. Martin of the existence of in-floor heat			
	Return Policy: Special Order Material Initial JH No returns on special order or close out materials			
	Time and Material Disclaimer: Initial JH Any additional labor will be billed at time & materials, \$99/hr per installer			

QUOTE SUBTOTAL	\$126,487.39
SALES TAX (5.00% WI-70 WINNEBAGO)	\$0.00
QUOTE TOTAL	\$126,487.39

Remit payment to: P.O. Box 11387, Green Bay, WI 54307-1387
QUOTE EXPIRES 30 DAYS FROM DATE SHOWN ABOVE

PLEASE SIGN LAST PAGE OF CONTRACT

8/26/2025, 4:39PM BY M.SOUTHER

Pricing expires after 30 calendar days. If this contract is acceptable, sign below and return within 30 days of its date. Upon acceptance, this agreement is a binding contract. No merchandise may be returned for credit without prior written approval, and, will be subject to a 20% handling charge. Payments using a credit card may be subject to a 3.5% fee. No credit will be allowed on claims of error or shortage unless reported immediately. Unpaid invoices are subject to a 1.5% service charge with an annual rate of 18%. This agreement includes Additional Terms and Conditions set forth on its reverse side or attached. Terms of Payment: Net 15 days.

Signed by

Joe Horchst

CUSTOMER SIGNATURE

9/3/2025 | 9:43 AM CDT

DATE

AUTHORIZED SIGNATURE

ADDITIONAL TERMS AND CONDITIONS OF AGREEMENT

1. GENERAL. All sales of H. J. Martin & Son, Inc. (hereafter "Company") are subject to the following terms and conditions. Company objects to the inclusion of any different and/or additional terms proposed by Purchaser. Unless Company accepts any such different terms and/or additional terms in writing, Purchaser's acceptance of Company's delivery of labor and/or materials shall conclusively constitute Purchaser's acceptance of Company's terms and conditions herein.
2. FORCE MAJEURE. Company shall not be responsible for delays or defaults where occasioned by any causes of any kind and extent beyond its control, including, but not limited to, armed conflict or economic dislocation resulting therefrom; embargoes; shortages of labor, raw materials, production facilities or transportation; labor difficulties; civil disorders of any kind; action of civil or military authorities (including priorities and allocations); fire, flood, storm, accident or any act of God, or other causes beyond Company's control.
3. SECURITY OF MATERIALS. Purchaser will receive, and properly protect from all damage and loss, the materials necessary for carrying out this contract, and allow reasonable use of light, heat, water, power, available elevators, hoists, and other facilities required to further this agreement.
4. PROJECT SITE CONDITIONS. Surfaces on which the materials are to be applied shall be given to Company to work on at one time so that the work will not be interrupted. The surfaces shall be clean, dry, accessible and suitable for receiving our work. All electrical fixtures and other obstructions shall be removed at the expense of the Purchaser. Installations will not be performed at a temperature of less than 60 degrees Fahrenheit for flooring and 55 degrees Fahrenheit for drywall, from time of starting until completion of contract.
5. SPECIFICATIONS AND ALTERATIONS. Company shall not be responsible for any damages or expenses resulting from specifications not conforming to the requirements of the law. No credit or allowance shall be made for alterations, unless such credit or allowances has been agreed to by seller in writing before such alterations are made.
6. LABOR. Expenses of sending labor to the job on Purchaser's notification before surfaces are ready for the application of materials as agreed, or expenses due to any delays for which Purchaser may be responsible during the progress of the work, shall be borne by Purchaser. Work called for herein is to be performed during regular working hours. Overtime rates for all work performed outside such hours, will be paid by Purchaser.
7. INVOICING AND PAYMENT. The terms of payment are specified on the first page herein. Purchaser shall pay all costs of Company, including reasonable attorney's fees and court costs incurred by Company in collection of past due amounts from Purchaser.
8. TAXES. Any sales, excise, processing or any direct tax imposed upon the manufacture, sale or application of materials supplied in accordance with this proposal or any contract based thereon shall be added to the contract price.
9. DAMAGES. Any damage after completion, not caused by Company, will be the sole responsibility of Purchaser. Any expense incurred by Company for insurance or bond to cover liability under any "hold harmless" or "indemnify" clause or clause of a similar nature in any contract, specifications, letter or acceptance notice which in any way requires Company to assume any liability which is not imposed by law shall be paid by Purchaser. Company shall not be responsible for any damages to Purchaser, including compensatory, punitive, consequential, incidental, intentional, nominal or multiple damages.
10. RIGHT AND TITLE TO MERCHANDISE. The title and right of possession of the merchandise sold hereunder shall remain with Company, and such merchandise shall remain personal property until all payments hereunder (including deferred payments whether evidenced by note or otherwise) shall have been made in full in cash. Purchaser agrees to do all acts necessary to perfect and maintain such security interests and rights in Company.
11. DISCLAIMER OF CONSEQUENTIAL DAMAGES. In no event shall Company be liable for consequential damages arising out of or in connection with this agreement, including without limitation, breach of any obligation imposed on Company hereunder or in connection herewith. Consequential damages for purposes hereof shall include, without limitation, loss of use, income or profit, or losses sustained as the result of injury (including death) to any person or loss of or damage to property (including without limitation property handled or processed by the use of product). Purchaser shall indemnify Company against all liability, cost or expense which may be sustained by Company on account of any such loss, damage or injury.
12. WARRANTY. Pursuant to the warranty, if any, of a manufacturer, manufacturer's liability is limited to replacing any materials proved to be defective, provided, however, notice of the defective materials has been provided to manufacturer pursuant to any warranty thereof, if any, prior to said defective product being installed or used. The manufacturer's warranty, if any, does not apply to any materials which have been subject to misuse, mishandling, misapplication, neglect (including but not limited to improper maintenance or storage), accident, modification or adjustment. All claims made by Purchaser for breach of warranty, either express or implied shall be made within sixty (60) days after completion. There are no representations, promises, warranties, or agreements not expressed set forth herein.
13. CONSTRUCTION LIEN NOTICE. **IN THE EVENT WE ARE THE PRIME CONTRACTOR UNDER SEC. 779.02(2)(a), WIS. STATS., OR, THE SUBCONTRACTOR UNDER SEC. 779.02(2)(b), WIS. STATS., AS REQUIRED BY WISCONSIN CONSTRUCTION LIEN LAW, COMPANY HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO COMPANY, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER. FOR THOSE WHO GIVE THE OWNER NOTICE WITHIN SIXTY (60) DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND, SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY. COMPANY AGREES TO COOPERATE WITH THE OWNER AND HIS LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.**
14. GOVERNING LAW, VENUE AND SEVERABILITY. This agreement shall be construed under and in accordance with the laws of the State of Wisconsin. The parties hereby consent to exclusive venue and personal jurisdiction in Brown County, Wisconsin for all disputes arising out of this agreement. If any provision of this agreement is invalid or unenforceable, the invalid or unenforceable provision should not affect any other provisions and this agreement shall be construed as if the invalid or unenforceable provisions have been omitted.

RES #251013-3

**AWARD PROPOSAL – ARDEN TEWS ASSEMBLY ROOM TECHNOLOGY UPGRADE
PROJECT TO INCLUDE A 2025 BUDGET AMENDMENT**

WHEREAS, three (3) proposals for the Arden Tews Assembly Room Technology Upgrade Project were submitted to the Information Technology (IT) Department (proposal tabulation as follows):

<u>Vendor</u>	<u>Base Proposal</u>
Camera Corner Connecting Point	\$ 75,777.90
Marco	\$ 76,486.14
Heartland Business Systems	\$ 77,035.91*

* Please note that Heartland Business Systems submitted a proposal including four (4) x 55” screens versus Camera Corner Connecting Point and Marco who submitted a proposal with two (2) x 65” screens and two (2) x 75” screens.

WHEREAS, it is the recommendation of the IT Director Tim Plagenz to award the Base Proposal to Camera Corner Connecting Point in the total amount of \$75,777.90, with authorization for IT Director Plagenz to spend up to a maximum of \$81,840 to address any necessary project adjustments.

NOW, THEREFORE BE IT RESOLVED by the Village of Fox Crossing Board of Trustees to hereby award the Base Proposal for the Arden Tews Assembly Room Technology Upgrade project to **Camera Corner Connecting Point, 529 N. Monroe, Green Bay, Wisconsin**, for the total amount of **\$75,777.90**.

BE IT FURTHER RESOLVED, the Board authorizes IT Director Plagenz to spend up to a maximum of \$81,840 on the project for any necessary project adjustments.

BE IT FURTHER RESOLVED, that the 2025 Village of Fox Crossing budget is amended, as attached, to provide an additional \$7,840 for the Arden Tews Assembly Room Technology Upgrade Project, resulting in a total amount of \$81,840 for the project.

Adopted this 13th day of October, 2025

Requested by: Timothy Plagenz, Director of Information Technology

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Salinas, Village Clerk

FOX CROSSING 2025 BUDGET AMENDMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET	ADJUSTMENT NEEDED	ADJUSTED BUDGET	COMMENTS
General Fund - 101					
Expenditures / Transfers to:					
101-5100-500.08-14	Capital Equipment - Other	51,800	5,488	57,288	Assembly Room AV and Campera Equipment Upgrade (\$7,840 total)
Total General Fund Expenditure Adjustments			5,488		
Offset From Revenues / (Expenditures) / Transfers from:					
101-5100-492.09-00	Transfer from Fund Balance-General Government	387,903	5,488	393,391	
Use of Fund Balance:		387,903	5,488	393,391	
Water Utility - 611					
Expenses / Capital Outlay / Transfers to:					
611-0500-920.08-15	Computer Equipment / Software	33,729	784	34,513	Assembly Room AV and Campera Equipment Upgrade (\$7,840 total)
Water Utility Subtotal:		33,729	784	34,513	
Offset from Revenues / (Expenses) / Transfers in					
611-5300-492.09-00	Transfer from Unassigned Fund Balance	320,454	784	321,238	
Water Utility Subtotal funding sources:		320,454	784	321,238	
Sewer Utility - 612					
Expenses / Capital Outlay / Transfers to:					
612-5300-705.08-15	Computer Equipment / Software	33,729	784	34,513	Assembly Room AV and Campera Equipment Upgrade (\$7,840 total)
Sewer Utility Subtotal:		33,729	784	34,513	
Offset from Revenues / (Expenses) / Transfers in					
612-5300-492.09-00	Transfer from Unassigned Fund Balance	91,284	784	92,068	
Sewer Utility Subtotal funding sources:		91,284	784	92,068	
Storm Utility - 613					
Expenses / Capital Outlay / Transfers to:					
613-5300-755.08-15	Computer Equipment / Software	33,229	784	34,013	Assembly Room AV and Campera Equipment Upgrade (\$7,840 total)
Storm Utility Subtotal:		33,229	784	34,013	
Offset from Revenues / (Expenses) / Transfers in					
613-5300-492.09-00	Transfer from Fund Balance	381,949	784	382,733	
Storm Utility Subtotal funding sources:		381,949	784	382,733	



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powered by creativity



Video Upgrade Council Room

Village of Fox Crossing

Tim Plagenz

tplagenz@foxcrossingwi.gov



Our Mission:

To provide world-class technology solutions with an unwavering commitment to our Customers, Vendor Partners and Employees while providing an environment that encourages profitable growth, learning and fun!

Site Address:

Village of Fox Crossing
2000 Municipal Drive

Neenah

WI 54956

Billing Address:

Village of Fox Crossing
2000 Municipal Dr

Neenah

WI 54956

ACP CreativIT LLC (d/b/a Camera Corner Connecting Point or CCCP)

529 N. Monroe 851 Commerce Ct
Green Bay, WI 54301 Buffalo Grove, IL 60089

Website: www.cccp.com www.acpcreativit.com

Project #: OPP152568

Modified Date: 07/01/2025

Revision: 3

Acct. Manager Jason Hussong



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Project Description: Council Room Video Upgrade

Integration Services Scope of Work

- A. Summary: The purpose of this proposal is to provide, install, and commission an upgraded in-house video distribution system as well as live production system in the council room at Village of Fox Crossing Municipal Building 2000 Municipal Dr, Neenah, WI 54956. The in-house system will include 4 large displays in addition to existing projector and screen and integration of dais monitors. The video sources will include laptop inputs on both sides of dais and wireless presentation. In house video distribution will be managed by a video over IP solution. The video production system will replace an existing system and include four 4K PTZ cameras configured as HD, video switcher, SD card based recorder with USB for streaming, and a large multi view display. The proposal will include all installation, commissioning, and training. **Power for new displays will be provided by customer or others.**
- B. System Description
- a. Locate a 12U rack on house right under dais desk near clerk location. The new rack will hold IP encoders for wireless presentation as well as OFE HDMI distribution for dais monitors, network switch, TCP link, power distribution.
 - b. Install HDMI wall plate type encoders in dais walls adjacent to existing XLR plates. Run cat6 cabling from plates to video rack switch. One on each side of dais.
 - c. Connect video encoder for wireless presentation in video rack.
 - d. The network switch for video will be connected to two other switches to make one large vlan for all AV. Network for AV will be isolated.
 - e. Locate two 75-inch displays on tilt mounts approximately half way in council room.
 - f. Locate two 65-inch displays in ceiling in front of dais soffit using pipe and ceiling mounts.
 - g. Locate IP decoders behind each of the four new displays. Run cat6 cable from each decoder to video rack switch.
 - h. Locate an IP video decoder at the existing projector in ceiling. Connect HDMI and control to projector.
 - i. Locate 10-inch touch panel at dais clerk location. Connect cat6 cable to video network switch.
 - j. Connect program audio from video system to existing dsp using Dante audio.
 - k. Retain existing video production booth rack and remove components.
 - l. Remove exiting video production components from production desk.
 - m. Locate SD card based recorder, power, network switch, ATEM controller, and drawer in existing rack.
 - n. Locate 8 input HD video switcher at desk.
 - o. Locate 27-inch multi view monitor at desk.
 - p. Locate four 4K PTZ cameras in white on walls in council room using wall brackets. Configure as HD.
 - q. Two will live on rear wall to capture wide shots.
 - r. Two will flank the room on sides half way back to capture dais sides.
 - s. Run cat6 and SDI cable from each camera to video booth rack switch.
 - t. SDI will connect to switcher.
 - u. Connect existing audio from DSP to ATEM switcher audio input.
 - v. Locate PTZ controller at desk adjacent to ATEM switcher.
 - w. Locate video decoder for program content in video rack. Connect to ATEM for content input.
- x. Source Devices:
- i. Wireless presentation
 - ii. Two HDMI inputs
 - iii. Four PTZ cameras

- y. Displays:
 - i. Two 75-inch displays and two 65-inch displays added to council room
 - ii. Existing ceiling mounted projector/screen
 - iii. Content video decoder at production
 - iv. Streaming and recorder feed
 - z. Audio:
 - i. Program audio in room will be pulled from decoder at projector. Audio at projector will be audio to speakers when presenting from sources other than clerk PC.
 - ii. USB audio from laptop will be made source when conferencing.
 - iii. Existing mics in room and far end for conferencing.
 - iv. Conferencing audio return from clerk PC via USB from DSP.
 - v. All audio from room will be sent to production system switcher for capture in recording and streaming.
 - vi. Audio for conferencing will be provided to clerk PC via USB. USB extender for camera feed that can be changed from program and iso camera source.
 - vii. Audio from mics will mix as they currently stand and reinforce in speakers. The mics will send to far end as they currently do.
 - viii. Existing file will be pulled and modified as needed.
 - ix. No AEC will be added to DSP.
 - aa. Controls:
 - i. 10-inch touch panel will live at clerk area at dais. The panel will include controls to power on the system including granular control for front displays, side displays and projector power.
 - ii. There will be video zones that are selectable by source. Front ceiling displays and side displays will be a zone, projector will be a second zone, production booth decoder separate zone, and dais monitors a separate zone. Sources will be HDMI Dais left, HDMI dais right, wireless presentation. -
 - bb. Networking:
 - i. Three network switches will connect as one AV vlan. One existing audio switch will trunk to two new switches, dais and production racks. DHCP may be used for video endpoints and QSYS. Black magic and DSP will be static.
 - cc. Equipment Location:
 - i. Walls
 - ii. Ceiling
 - iii. Dais rack and desk
 - iv. DSP rack
 - v. Production rack and desk
- C. Exclusions: The following work is not included in our Scope of Work:
- a. All conduit, high voltage, wiring panels, breakers, relays, boxes, receptacles, etc.
 - b. Concrete saw cutting and/or core drilling.
 - c. Fire wall, ceiling, roof and floor penetration.
 - d. Necessary gypsum board replacement and/or repair.
 - e. Necessary ceiling tile or T-bar modifications, replacements and/or repair.
 - f. All millwork (moldings, trim, cut outs, etc.).
 - g. Patching and Painting.
 - h. Permits (unless specifically provided for and identified within the contract).

Project Resources:

Account Manager:	Jason Hussong	Design Engineer:	Danny Lueck
Control Programming:	TBD QSYS	DSP Programming:	TBD QSYS
Project Manager:	TBD	Trainer:	TBD
Network Engineering:	N/A	VOIP Engineering:	N/A
Other:		Other:	



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Production Booth

Quantity	Description	Unit Price	Price
	1 Blackmagic Design 8-Channel 3G-SDI Live Streaming Switcher		
	1 Blackmagic Design Blackmagic Audio Monitor 12G G3 (1 RU)		
	1 Blackmagic Design Blackmagic Design Micro Converter HDMI to SDI 3G (with Power Supply)		
	1 Blackmagic Design Blackmagic Design Micro Converter - SDI to HDMI 3G with Power Supply		
	1 Blackmagic Design Teranex Mini - Rack Shelf		
	1 Blackmagic Design Blackmagic Design HyperDeck Studio HD Mini		
	1 Cables To Go 3m USB 2.0 A/B Cable - Black (9.8ft)		
	1 Cables To Go 10ft USB-C 2.0 Male to Male Cable		
	1 Cables To Go 10ft USB 3.0 USB-C to USB-A Cable M/M - Black		
	1 Canare Canare 12G-SDI-006 12G-SDI 4K/UHD Low Loss Digital Video Coaxial Cable, 6ft		



- 1** **Canare**
12G-SDI 4K/UHD Low Loss Digital Video Coaxial Cable, 10ft



- 2** **Canare**
12G-SDI 4K/UHD Low Loss Digital Video Coaxial Cable, 15ft



- 1** **Comprehensive**
Pro AV/IT Integrator Series MicroFlex 48G 8K HDMI Cable 6 feet-Jet Black



- 1** **Hosa**
10' 3.5mm TRS to Dual RCA Audio Y-Cable



- 1** **Hosa**
IEC C13 to NEMA 5-15P, 14 AWG Black 3 foot



- 1** **Icron**
USB 2.0 Ranger 2311 - NA, 1-Port Flexible Power 100m Cat 5e/6/7 Extender System, Plastic, 100-240V Power Adapter, NA Power Cord



- 1** **LinkUSA Inc**
Custom Panel, 1RU, UV Printed, (1) etherCON Passthrough CCCP Logo



- 1** **Middle Atlantic**
2SP FLANGED ECONO BLANK



- 2** **Middle Atlantic**
1SP FLANGED ECONO VENT



- 1** **Middle Atlantic**
10 PACK L LACER BAR



- 1** **Middle Atlantic**
100PC 10-32 RACK SCREWS W



- 1** **Middle Atlantic**
12SP(21'')RAIL KIT RK/BRK



- 1** **Middle Atlantic**
3SP UTIL. DRAWER.BLK



1 **Netgear**
8x1G PoE+ 240W 2x1G and 2xSFP+ Managed Switch



2 **Promaster**
SDXC 128GB Rugged CINE UHS-II SD Card



1 **RDL**
Audio Converter – Balanced to Unbalanced - Terminals, dual-RCA



1 **Shure**
Professional Studio Headphones - Black



1 **Skaarhoj**
SKAARHOJ PTZ Pro V2B with Hall Effect Joystick and Blue Pill Inside



1 **Tripp Lite**
5 Feet Cat6 Gigabit Snagless Molded Patch Cable (RJ45 M/M) - Black



2 **Tripp Lite**
CAT6 M-M Cable, 15', Black



1 **Tripp Lite**
Cat6 Gigabit Patch Cable Snagless UTP RJ45 Molded Slim Black 15ft



1 **Viewsonic**
ViewSonic VP2768a-4K 27" ColorPro 4K UHD IPS Monitor with 90W Powered USB C, RJ45, sRGB and HDR10 - 27" Class - In-plane Switching (IPS) Technology - 4K UHD 3840 x 2160 - 1.07 Billion Colors - 350 Nit Typical - 5.90



1 **Visionary Solutions**
AV-over-IP decoder, 4K60 4:4:4, ultra-low latency

Equipment:	\$11,335.00
Labor:	\$1,399.75
Production Booth Total	\$12,734.75

Quantity	Description	Unit Price	Price
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2	Liberty AV Solutions LOW VOLT MT/BRKT DG RETRO		
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2	Visionary Solutions 4K60 4:4:4 Over IP Wallplate Encoder, HDMI only, Dual Gang		
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Equipment:	\$2,350.00
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Labor:	\$522.50
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Dais Total	\$2,872.50
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	Quantity	Description	Unit Price	Price
	2	Chief ANGLED CEILING ADAPTER		
	2	Chief FIXED PIPE 48		
	2	Chief SINGLE CEILING MOUNT LARGE BLACK		
	2	Comprehensive Pro AV/IT Integrator Series MicroFlex 48G 8K HDMI Cable 6 feet-Jet Black		
	2	Extron 4K Premium High Speed HDMI Ultra-Flexible Cable - 15' (4.5 m)		
	2	Philips 65" Prosumer 18/7 Display, UHD (3840x2160), 400 NIT		
	2	Visionary Solutions AV-over-IP decoder, 4K60 4:4:4, ultra-low latency		
	2	Windy City Wire DB9F to Bare Wire 10' Cable Assembly		

Equipment:	\$5,756.00
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Labor:	\$1,684.00
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Dais: Ceiling Total	\$7,440.00
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	Quantity	Description	Unit Price	Price
	1	Cables To Go 10ft USB-C 2.0 Male to Male Cable		
	1	QSC LLC Q-SYS AV Bridging feature license. One license is required per TSC Series Gen 3 touch screen controller with AV Bridging enabled. Perpetual. For TSC-70-G3 & TSC-101-G3		
	1	QSC LLC Q-SYS 10.1? PoE Touch Screen Controller for In-Wall Mounting. Color - Black only		
	1	QSC LLC Table top mounting accessory for TSC-70-G3 and TSC-101-G3.		
	1	Tripp Lite CAT6 M-M Cable, 15', Black		

Equipment:	\$3,468.00
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Labor:	\$828.80
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Dais: Desk Total	\$4,296.80
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Council Room Wall

Quantity	Description	Unit Price	Price
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8	Liberty AV Solutions LOW VOLT MT/BRKT SG RETRO		
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8	VANCO Single Gang Plate with Brush Style Grommet - White		
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Equipment:	\$120.00
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Labor:	\$184.00
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Council Room Wall Total	\$304.00
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	Quantity	Description	Unit Price	Price
	2	Canare BNC connector for Canare L-5.5CUHD cable		
	75	Canare Canare 12G rated SDI cable		
	2	CCCP One Piece RJ45 crimp connector for Cat6 cable		
	75	CCCP CAT. 6 Plenum Black		
	1	Chief FUSION PULLOUT		
	1	Chief Micro-Adjust Tilt Wall Mount X-Large		
	1	Comprehensive Pro AV/IT Integrator Series MicroFlex 48G 8K HDMI Cable 6 feet-Jet Black		
	1	Philips 75" Prosumer 18/7 Display, UHD (3840x2160), 400 NIT		
	1	PTZOptics Move 4K, a third generation PTZ camera, featuring 20X Optical Zoom, 4K Resolution at 60fps & a 60.7 HFOV in White. Supports simultaneous IP Video(NDI HX3, SRT, RTMPS, RTSP), USB2.0 & 3G-SDI or HDMI2.0 as outputs w/Auto-Tracking capabilities.-PT20X-4K-WH-G3		

Alternates

1	PTZOptics Move SE, a third generation PTZ camera, featuring 20X Optical Zoom, 1080 Resolution at 60fps and a 72.5 HFOV. Supports simultaneous IP Video (NDI HX Upgradeable, SRT, RTMPS, RTSP), USB3.0, HDMI2.0 and 3G-SDI as outputs -White	Subtract \$940.00
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1 PTZOptics
Small Universal Wall Mount, White



1 Visionary Solutions
AV-over-IP decoder, 4K60 4:4:4, ultra-low latency



1 Windy City Wire
DB9F to Bare Wire 10' Cable Assembly

Equipment:	\$5,629.00
Labor:	\$1,221.50
Council Room Wall: House Left Total	\$6,850.50

Quantity	Description	Unit Price	Price
 2	Canare BNC connector for Canare L-5.5CUHD cable		
 75	Canare Canare 12G rated SDI cable		
 2	CCCP One Piece RJ45 crimp connector for Cat6 cable		
 75	CCCP CAT. 6 Plenum Black		
 1	Chief FUSION PULLOUT		
 1	Chief Micro-Adjust Tilt Wall Mount X-Large		
 1	Comprehensive Pro AV/IT Integrator Series MicroFlex 48G 8K HDMI Cable 6 feet-Jet Black		
 1	Philips 75" Prosumer 18/7 Display, UHD (3840x2160), 400 NIT		
 1	PTZOptics Move 4K, a third generation PTZ camera, featuring 20X Optical Zoom, 4K Resolution at 60fps & a 60.7 HFOV in White. Supports simultaneous IP Video(NDI HX3, SRT, RTMPS, RTSP), USB2.0 & 3G-SDI or HDMI2.0 as outputs w/Auto-Tracking capabilities.-PT20X-4K-WH-G3		

Alternates

1	PTZOptics Move SE, a third generation PTZ camera, featuring 20X Optical Zoom, 1080 Resolution at 60fps and a 72.5 HFOV. Supports simultaneous IP Video (NDI HX Upgradeable, SRT, RTMPS, RTSP), USB3.0, HDMI2.0 and 3G-SDI as outputs -White	Subtract \$940.00
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1 **PTZOptics**
Small Universal Wall Mount, White



1 **Visionary Solutions**
AV-over-IP decoder, 4K60 4:4:4, ultra-low latency



1 **Windy City Wire**
DB9F to Bare Wire 10' Cable Assembly

Equipment:	\$5,629.00
Labor:	\$1,221.50
Council Room Wall: House Right Total	\$6,850.50

Council Room Wall: Rear

Quantity	Description	Unit Price	Price
 4	Canare BNC connector for Canare L-5.5CUHD cable		
 150	Canare Canare 12G rated SDI cable		
 6	CCCP One Piece RJ45 crimp connector for Cat6 cable		
 225	CCCP CAT. 6 Plenum Black		
 2	PTZOptics Move 4K, a third generation PTZ camera, featuring 20X Optical Zoom, 4K Resolution at 60fps & a 60.7 HFOV in White. Supports simultaneous IP Video(NDI HX3, SRT, RTMPS, RTSP), USB2.0 & 3G-SDI or HDMI2.0 as outputs w/Auto-Tracking capabilities.-PT20X-4K-WH-G3		
Alternates			
1	PTZOptics Move SE, a third generation PTZ camera, featuring 20X Optical Zoom, 1080 Resolution at 60fps and a 72.5 HFOV. Supports simultaneous IP Video (NDI HX Upgradeable, SRT, RTMPS, RTSP), USB3.0, HDMI2.0 and 3G-SDI as outputs -White		Subtract \$940.00
 2	PTZOptics Small Universal Wall Mount, White		

Equipment: \$5,011.50

Labor: \$931.50

Council Room Wall: Rear Total \$5,943.00

Quantity	Description	Unit Price	Price
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- | | | | |
|---|---|--|--|
| 1 | Visionary Solutions
Duet Surface Mount Decoder
Gigabit Ethernet for 4K60 4:4:4 Video, AES67/Dante® and Control
Expansion Ethernet Port
Outputs: HDMI, USB-C, Stereo Analog Audio | | |
|---|---|--|--|



- | | | | |
|---|--|--|--|
| 1 | Windy City Wire
DB9F to Bare Wire 10' Cable Assembly | | |
|---|--|--|--|

Equipment:	\$1,148.00
------------	------------

Labor:	\$261.25
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Ceiling Total	\$1,409.25
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	Quantity	Description	Unit Price	Price
	1	Barco ClickShare C-10 Gen2 - US version with 2 Button		
	18	CCCP One Piece RJ45 crimp connector for Cat6 cable		
	150	CCCP CAT. 6 Black 4 Pr, Non-plenum		
	525	CCCP CAT. 6 Plenum Black		
	4	Comprehensive Pro AV/IT Integrator Series MicroFlex 48G 8K HDMI Cable 6 feet-Jet Black		
	1	Crestron 1:8 HDMI Distribution Amplifier w/4K60 4:4:4 & HDR Support		
	1	Crestron Tariff Surcharge		
	1	LinkUSA Inc Custom Panel, 1RU, UV Printed, (1) etherCON Passthrough CCCP Logo		
	1	Middle Atlantic 12SP(21)RACK,17" DEEP		
	5	Middle Atlantic 1SP FLANGED ECONO VENT		
	1	Middle Atlantic NEXSYS Rackmount Power Series Surge Protection		



- 1** **Middle Atlantic**
12SP(21'')RAIL KIT RK/BRK



- 1** **Middle Atlantic**
BRK/RK WHEEL KIT HEAVYDTY



- 4** **Middle Atlantic**
1SP RACKSHELF 11DP



- 1** **Netgear**
24x1G PoE+ 300W 2x1G and 4xSFP Managed Switch (Americas) -
Switching engineered for 1G AV over IP with rear-facing ports
ensuring a clean integration in AV racks. Pre-configured for out of
the box functionality!



- 1** **Skaarhoj**
Control ATEM Switchers for Crestron/Extron and other AV systems



- 3** **Tripp Lite**
5 Feet Cat6 Gigabit Snagless Molded Patch Cable (RJ45 M/M) -
Black



- 1** **Tripp Lite**
Cat6 Gigabit Patch Cable Snagless UTP RJ45 Molded Slim Black 15ft



- 1** **Velcro**
Hook-and-Loop Cable Tie Roll, 0.5" W x 75' L



- 1** **Visionary Solutions**
AV-over-IP decoder, 4K60 4:4:4, ultra-low latency



- 1** **Visionary Solutions**
AV-over-IP encoder, 4K60 4:4:4, ultra-low latency

Equipment:	\$7,743.10
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Labor:	\$2,488.50
---------------	-------------------

Dais Video Rack Total	\$10,231.60
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1 **CCCP**
Ground Shipping and Handling Estimate



1 **CCCP**
Miscellaneous installation hardware

Equipment: **\$2,215.00**

Labor: **\$14,630.00**

Services Total **\$16,845.00**

Equipment Subtotal: **\$50,404.60**

Labor Subtotal: **\$25,373.30**

Project Subtotal: **\$75,777.90**

PROJECT SUMMARY

Equipment:	\$50,404.60
Labor:	\$25,373.30

Grand Total:	\$75,777.90
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Payment Schedule

Amount

Due Date

Initial Deposit	\$37,888.95
Equipment Delivery	\$30,311.16
Final Acceptance	\$7,577.79

Assumptions

The list of assumptions below was used to develop this Statement of Work and Quote. If any of these assumptions are not correct or if additional, unanticipated information was uncovered during the project, it may affect the SOW and Quote relative to the installation timeline and/or price. If so, a change order (discussed below) will be written and signed off by the customer before this additional work is performed.

1. The room(s) match(es) the drawings provided
2. Site preparation by the Customer and their contractors includes electrical and data placement per ACP CreativIT specification.
3. Site preparation will be verified by ACP CreativIT project manager or representative before scheduling of the installation. All work areas should be clean and dust free prior to the beginning of on-site integration of electronic equipment.
4. Customer communication of readiness will be considered accurate and executable by ACP CreativIT project manager.
5. In the event of any arrival to site that ACP CreativIT is not able to execute work and definable progress, the Customer will be charged a \$110/hr per installer Fee to offset the lost time due to the lack of readiness. The Fee will be presented as a Contract Change Order and will/may halt work until acceptance by the Customer and rescheduling of the integration effort is agreed upon.
6. Rescheduling and redeployment of ACP CreativIT technicians due to unacceptable site preparation may cause scheduling delays of up to 10 business days.
7. There is ready access to the building / facility and the room(s) for equipment and materials.
8. There is secure storage for equipment during a multiple-day integration.
9. If Customer furnished equipment and existing cabling is to be used, ACP CreativIT assumes that these items are in good working condition at this time and will integrate into the designed solution. Any repair, replacement and/or configuration of these items that may be necessary will be made at an additional cost.
10. All Network configurations including IP addresses are to be provided, operational and functional before ACP CreativIT integration begins. ACP CreativIT will not be responsible for testing the LAN connections.
11. Cable or Satellite drops must be in place with converter boxes operational before the completion of integration. Any delay resulting in extra work caused by late arrival of these items will result in a change order for time and materials.
12. Document review / feedback on drawings / correspondence will be completed by the Customer within two business days (unless otherwise noted)
13. The documented Change Control process will be used to the maximum extent possible – the Customer will have an assigned person with the authority to communicate/approve project Field Directed Change Orders and Contract Change Orders
14. In developing a comprehensive proposal for equipment and integration services ACP CreativIT's Account Managers and Engineering teams must make some assumptions regarding the physical construction of your facility, the availability of technical infrastructure and site conditions for installation. If any of the conditions we have indicated in the site survey form are incorrect or have changed for your particular project or project site, please let your Sales representative know as soon as possible. Conditions of the site found during integration effort which are different from those documented may have an effect on the price of the system solution, integration or services. To ensure that you have an accurate proposal based on your facility and specific to the conditions of your project, please review all project documentation carefully.

Customer Responsibilities

Customer, at its expense, shall:

- A. Provide employees or agents of ACP CreativIT LLC:
 - reasonable access to the premises and facilities
 - suitable and easily accessible floor space that's close to the project area
 - necessary power and grounding
 - an environment that prevents equipment from over-heating and/or exposure to moisture
 - floor plans
 - any other information as needed
- B. Communicate all project related issues with ACP CreativIT LLC in a timely basis such that the project timeline is not imperiled.
- C. Provide all required licensing and software needed to ensure the timely backup of data as well as protection from viruses and other

risks at all levels of the network.

- D. Confirm all drop ship items have arrived.
- E. Do not write on original packaging or boxes. Save all boxes and packing material as they are required for returns/rebates and repairs.
- F. Cover the cost of lift rentals, if necessary to access and/or install all equipment included in this project.
- G. Upon request and prior to scheduling, provide photographic confirmation of the completed customer responsibilities.
- H. Upon project completion, review and verify the system implemented by ACP CreativIT LLC.

Work Schedule/Billing Rate

Rates - Regular billing hours are 7:30am – 5:30pm Monday through Friday. Any work performed outside that range is billed at the after-hours rate. Refer to the Billing Rate Schedule below.

ACP CreativIT LLC will work with the customers schedule when after-hours work is required. ACP CreativIT LLC will confirm the installation timeframe with the customer .

<u>Time</u>	<u>Rate per Hour</u>
7:30am – 5:30pm (M-F)	Published Rate
5:30pm – 7:30am (M-F)	1.5x Published Rate
Saturdays (7:30am-5:30pm)	1.5x Published Rate
Saturdays (5:30pm-12:00am Sunday)	2x Published Rate
Sundays (until 7:30am Monday)	2x Published Rate
Holidays	3x Published Rate

Travel – For any customer within 60 miles of its corporate offices ACP CreativIT LLC charges for service from the time we leave our corporate office until the time our work is complete (i.e., we charge travel to the customer’s location, but not from). In addition, for all service calls greater than 60 miles from our offices, ACP CreativIT LLC reserves the right to charge an additional fee for zone travel charges. In addition, gas prices may at times, require us to include a small surcharge on dispatched trips from our technical team. Your account rep can explain how these charges may apply to you.

(continued on next page)

Labor – Labor for this project is to be billed as follows:

- ☐ **Time and Materials billed off Sales Order**
- ☐ **Time and Materials billed off Block**
- ☐ **Project Based** (*flat fee no matter how long it takes – excluding costs associated with change orders*)

Billing Rate – The billing rate for this project is based on current published rates:

Installation:	\$110/hr
Programming:	\$165/hr
Project Management:	\$165/hr
Design/Engineering:	\$165/hr
Network Engineer:	\$165 to \$225/hr (certification dependent)

Special Notes on Billing:

Pricing valid for no more than 30 days from date of quote. All current and future pricing is subject to change in response to tariffs. This situation is very fluid, but please be assured our price will only change if our cost increases due to the tariffs. Any change in price will be clearly communicated prior to the order being placed with our distributors. We appreciate your patience and understanding as this situation plays out.

<u>Consulting</u>	<u>Product</u>	<u>Labor</u>	
% to be Pre-Paid:		% to be Pre-Paid:	% to be Pre-Paid (from b
% to be Paid n/30:		% to be Paid n/30:	% to be Paid n/30:
% Special Terms:		% Special Terms:	% Special Terms:

Change Management

ACP CreativIT LLC will review change requests to this Statement of Work by you. As part of this review, ACP CreativIT LLC will prepare a Change Order (available upon request) that documents the request and, if applicable, any impact on the project schedule and pricing. ACP CreativIT LLC will incorporate the change into the project schedule and scope of work upon receipt of your signed Change Order. Changes requested can affect the implementation schedule and services quoted. The following personnel at your company are authorized to make change orders:

_____	_____
Name	Title
_____	_____
Name	Title
_____	_____
Name	Title

Planned Down Time

ACP CreativIT LLC will provide prior notice of any necessary system outages during the implementation. In case of unforeseen issues during the installation and cutover, ACP CreativIT LLC will make every effort to minimize any interruption.

Testing

ACP CreativIT LLC will verify that the system and features meet the customer's expectations, as laid out in this document. This includes ensuring that the present functionality of the system is still available unless directed otherwise.

First day of Service

On the first day of service, ACP CreativIT LLC will be available for the customer to discuss questions or issues they may have. We will document all issues and work quickly to resolve them.

Return Policies

We strive to provide our customers with the highest level of service possible. From first visit to order delivery and installation, we want you to be completely satisfied with your experience.

Unless specified, the manufacturer's product warranty does not cover the labor to fix defective product(s).

Unless specified otherwise, all products are covered by the manufacturer's warranty. Please identify any concerns that you have within 30 days of the invoice date. Any issues after the first 30 days will be subject to the restrictions and limitations imposed by our vendors.

All cancelled orders/returns are subject to a 15% restocking fee. Opened software is not returnable. Special order/non-stock items may not be returnable or may be subject to a higher restock fee. Vendor approval will be required prior to the return of opened hardware. Defective hardware may be returned for exchange only. Support blocks are non-refundable. Refund checks will be mailed.

A RETURN AUTHORIZATION ("R.A") REQUEST must be placed by filling out our online Return Authorization Request and is required for ALL returns. (Go to www.cccp.com and click on the Return Authorization Request Form link under Policies & Terms.). You will get a response within 48 hours of your request. Merchandise must be returned within 7 days of the issuance of the R.A.

Please do not write on original packaging or boxes. In addition, save all boxes and packing material as they are required for returns/rebates and repairs.

ACP CreativIT LLC inspects all returns and reserves the right to return merchandise that does not meet manufacturers return authorization criteria.

If you have additional questions, please email returns@cccp.com.

Programming

Programming performed by ACP CreativIT LLC is subject to a limited warranty. ACP CreativIT LLC warrants that the physical medium on which this programming is located is free from defects and that the products impacted by this programming will perform as outlined in this SOW. This limited warranty is good for 60 days from the date of invoice. See Programming Addendum to the SOW if applicable.

Supply Chain

Many of the industries we serve are experiencing considerably longer-than-normal lead times due to COVID-19 related shortages in raw material, production material, semiconductor and microchips, as well as other supply chain issues. As a result of these issues, equipment, material lead times and prices of products we use in the design of projects and customer proposals are subject to change, and may unexpectedly be discontinued without notice. ACP CreativIT/Camera Corner Connecting Point is not responsible for any hardship to our customers caused by these issues, though we will work diligently with the customer and our vendor partners to resolve these issues as quickly and as cost effectively as possible.

Disclaimers and Limitations of Liability

ACP CreativIT LLC WILL NOT UNDER ANY CIRCUMSTANCES BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES INCLUDING, BUT NOT LIMITED TO, PROPERTY DAMAGE, LOST TIME, LOSS OF USE OF ANY EQUIPMENT OR ANY OTHER DAMAGES RESULTING FROM THE BREAKDOWN OR FAILURE OF ANY EQUIPMENT OR FROM DELAYS IN SERVICING OR THE INABILITY TO RENDER SERVICE ON ANY EQUIPMENT. ACP CreativIT LLC LIABILITY FOR DAMAGES RESULTING FROM ANY CAUSE WHATSOEVER, INCLUDING, BUT NOT LIMITED TO, ACP CreativIT LLC NEGLIGENCE OR INSTALLATION OF DEFECTIVE PARTS OR COMPONENTS, WHETHER OR NOT SUCH DEFECT WAS KNOWN OR DISCOVERABLE, SHALL NOT EXCEED THE ACTUAL PRICE PAID TO ACP CreativIT LLC BY CLIENT FOR THE EQUIPMENT OR PARTS, WHICHEVER IS LESS.

Contact for Service

When you need to place a service call to ACP CreativIT LLC, please call us at (920) 438-0333. We will take your name, a brief description of the trouble, and a call back number. We will then contact one of our qualified associates to follow up on your request.

Statement of Confidentiality

This Statement of Work and proposal is the proprietary and confidential property of ACP CreativIT LLC. By accepting possession of this document, the company named in this document agrees to keep the contents in confidence and not to use, duplicate, or disclose for any purpose other than the purpose of evaluating ACP CreativIT LLC ability to provide the services herein, unless otherwise agreed to in writing by ACP CreativIT. On request by ACP CreativIT, the company named in this document agrees to return the copies of the Statement

of Work to ACP CreativIT, together with the other materials supplied by ACP CreativIT.

Non-Solicitation of Personnel

Client agrees not to solicit, directly or indirectly (through individuals, subsidiaries, holding companies, partnerships, subcontractors, employment agencies or any other financially related firms), nor to tender an offer for employment nor place on their payrolls any present ACP CreativIT LLC employee who becomes known to Client in connection with the proper performance of this Agreement during the term of this Agreement and for a period of one (1) year after its termination. In the event Client hires or contracts with a ACP CreativIT LLC employee in violation of the terms of this paragraph, the Client agrees to pay ACP CreativIT LLC as liquidated damages, and not as a penalty, an amount equal to one half of the employee's annual compensation, including but not limited to wages, bonuses and fringe benefits.

Post Installation Review

ACP CreativIT LLC wants to get your feedback to understand how we could serve you better, and improve our relationship with you. We may also ask for referrals or testimonials. Please feel free to contact us with any questions you may have.

Approval for Acceptance and Authorization of Project Completion

ACP CreativIT LLC will work with you to resolve any problems and answer any questions you have regarding the system implementation. Your signature of acceptance will be asked for upon completion of the project.

Approval for Contact Information/Logo Placement

ACP CreativIT LLC will place our logo and contact information on a 1U blank rack panel to provide you convenient contact information.

Approval for Pictures of Completed Project

ACP CreativIT LLC may take pictures of the equipment upon completion of the project. They will be primarily used to document the installation work and reference in the future if design changes or troubleshooting is required. Your signature of acceptance will be asked for upon completion of the project.

Other Approvals

Throughout this project, ACP CreativIT LLC may provide the customer with other documents requiring approval before we begin a particular phase of the project. Such documents are addendums of this document and are subject to all of the same guidelines stated in this document. A non-exhaustive list of examples would include a Programming Addendum to the SOW and a Custom Plate Addendum to the SOW.

Subcontractors

ACP CreativIT LLC may use subcontractors to assist on this project. All work by subcontractors will be directed and/or supervised by ACP CreativIT LLC staff. Tasks that subcontractors may be utilized for include the following:

- Low voltage cabling – including Cat. 6 cabling
- Conduit and raceway work as required
- Physical installation of devices and equipment

Remote Access

Unless specifically directed otherwise, ACP CreativIT LLC will install TeamViewer software on the any provided servers and create a ACP CreativIT LLC account on the system. This access will be used to facilitate service and repair issues as well as programming changes as directed by the owner.

Acceptance and Authorization of SOW

IN WITNESS WHEREOF, the parties hereto each acting with proper authority Accept this Statement of work

Project Name: Video Upgrade Council Room

Tim Plagenz Customer Printed Full Name	Jason Hussong ACP CreativIT LLC Acct Rep Full Name	Danny Lueck ACP CreativIT LLC Engineer Full Name
Title	Account Manager Title	Designer Title
Signature	Signature	Signature
Date	Date	Date

An authorized signature on this document acknowledges that the customer has read our Return Policy located on the Company Info page of the ACP CreativIT LLC website www.cccp.com.

After all parties have signed, please provide original to customer and a copy to ACP CreativIT LLC.

Acceptance and Authorization of Project Completion

IN WITNESS WHEREOF, the parties hereto each acting with proper authority Accept this Statement of work

Project Name: Video Upgrade Council Room

Tim Plagenz	Jason Hussong	Danny Lueck
Customer Printed Full Name	ACP CreativIT LLC Acct Rep Full Name	ACP CreativIT LLC Engineer Full Name
	Account Manager	Designer
Title	Title	Title
Signature	Signature	Signature
Date	Date	Date

Can we use you as a reference or testimonial for the work just completed? Yes _____ No _____

If no, may we ask why?

After all parties have signed, please provide original to customer and a copy to ACP CreativIT LLC.

RES #251013-4

2025 BUDGET AMENDMENT FOR WELL #3 REHABILITATION PROJECT

WHEREAS, the Water Department requests a 2025 Budget Amendment to provide \$42,000 in additional funds to conduct the following operations on Well #3:

1. Complete the rehabilitation of Well #3.
2. Apply a cleaning treatment to the well casing.
3. Install a well vent.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of Trustees that the 2025 Village of Fox Crossing budget is amended, as attached, to provide \$42,000 in additional funds for the rehabilitation of Well #3, conduct a cleaning treatment upon the well, and install a well vent.

Adopted this 13th day of October, 2025

Requested by: Joe Hoechst, Public Works Director

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Salinas, Village Clerk

FOX CROSSING
2025 BUDGET AMENDMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET	ADJUSTMENT NEEDED	ADJUSTED BUDGET	COMMENTS
Water Utility - 611					
Expenses / Capital Outlay / Transfers to:					
611-0100-814.02-10	Maintenance of Wells/Prof & Contracted Services	189,000	42,000	231,000	increase for Well #3 rehabilitation project
Water Utility Subtotal:		189,000	42,000	231,000	
Offset from Revenues / (Expenses) / Transfers in					
611-5300-492.09-00	Transfer from Unassigned Fund Balance	321,238	42,000	363,238	
Water Utility Subtotal funding sources:		321,238	42,000	363,238	

ORD #250922-1:ORD *Second Reading & Adoption*

AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §388 COMPREHENSIVE PLAN – AMEND FUTURE LAND USE MAP FOR 2075 AMERICAN DRIVE, 2025 AMERICAN DRIVE, 550 EAST SHADY LANE, AND VACANT PARCEL #12101450901 LOCATED AT THE NORTHEAST CORNER OF EAST SHADY LANE AND AMERICAN DRIVE 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 2075 American Drive (parcel #12101450501), 2025 American Drive (parcel #121014505), 550 East Shady Lane (parcel #121014509), and vacant parcel #12101450901 located at the northeast intersection of East Shady Lane and American Drive, 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 September 17, 2025 meeting, and recommended approval of this Comprehensive Plan amendment:

Planning Commission: 7 Aye 0 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. Salinas, Village Clerk

Attachment 1: Future Land Use Map Amendment



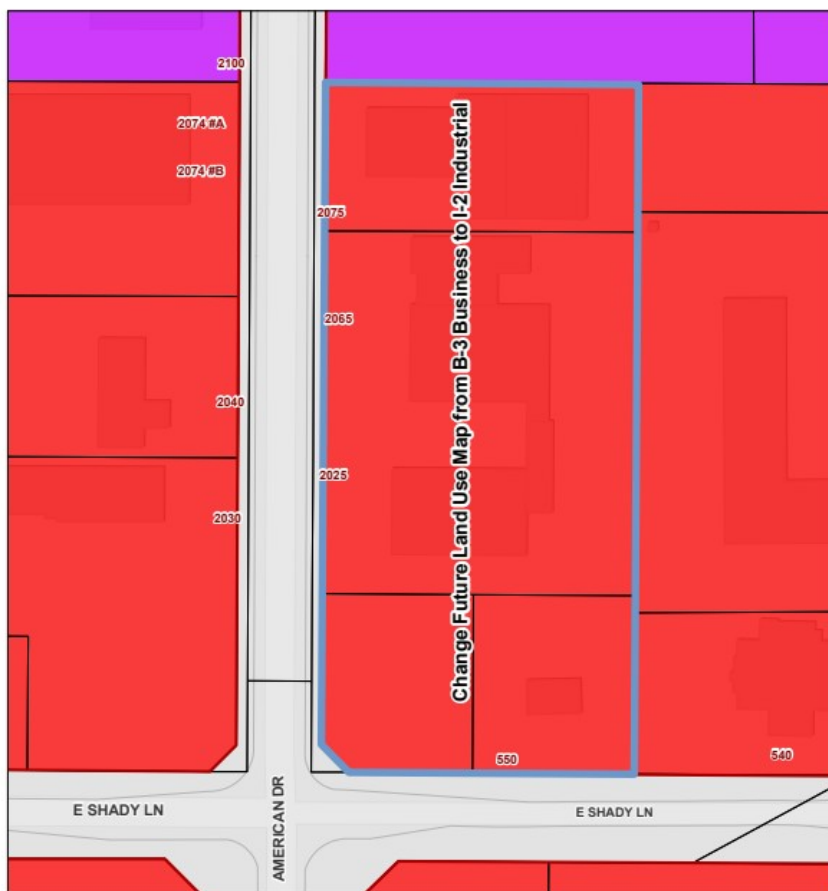
MEMO

Date: September 10, 2025
To: Village Planning Commission Members
From: Community Development Department Staff
RE: New Business Item #1 - Future Land Use Amendment American Dr.

Overview

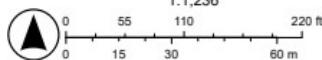
The applicant is proposing a Future Land Use Amendment to change the future land to heavy industrial. This reflects the current land use changes in the area. The area in question has a long history of conversion from retail to industrial which began years ago when the previous U.S. 4 began to be converted to a limited access 4 lane highway. Now of course it is classified as interstate 41. A map is attached showing this proposed change and the surrounding land uses and zoning.

Fox Crossing GIS Map



8/21/2025, 11:31:08 AM

Fox Crossing Municipal Boundary
 Road ROW
 Parcels - Winnebago County
 Industrial
 Right-of-Way
 County Boundary
 Future Land Use
 Commercial



Staff Recommendation

Staff recommends approval of the land use amendment. In addition, the applicant is requesting a zoning change to I-2 which will follow this land use amendment.

ORD #250922-2:ORD *Second Reading & Adoption*

AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §435 ZONING

ORDINANCE – REZONE 2075 AMERICAN DRIVE, 2025 AMERICAN DRIVE, 550 EAST SHADY LANE, AND VACANT PARCEL #12101450901 LOCATED AT THE NORTHEAST CORNER OF EAST SHADY LANE AND AMERICAN DRIVE FROM B-3 REGIONAL BUSINESS 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 2075 American Drive (parcel #12101450501), 2025 American Drive (parcel #121014505), 550 East Shady Lane (parcel #121014509), and Vacant Parcel #12101450901 Located at the Northeast Corner of East Shady Lane and American Drive from B-3 (Regional Business 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: September 22, 2025

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. Salinas, Village Clerk

ATTACHMENT 1: Proposed Zoning Map Amendment



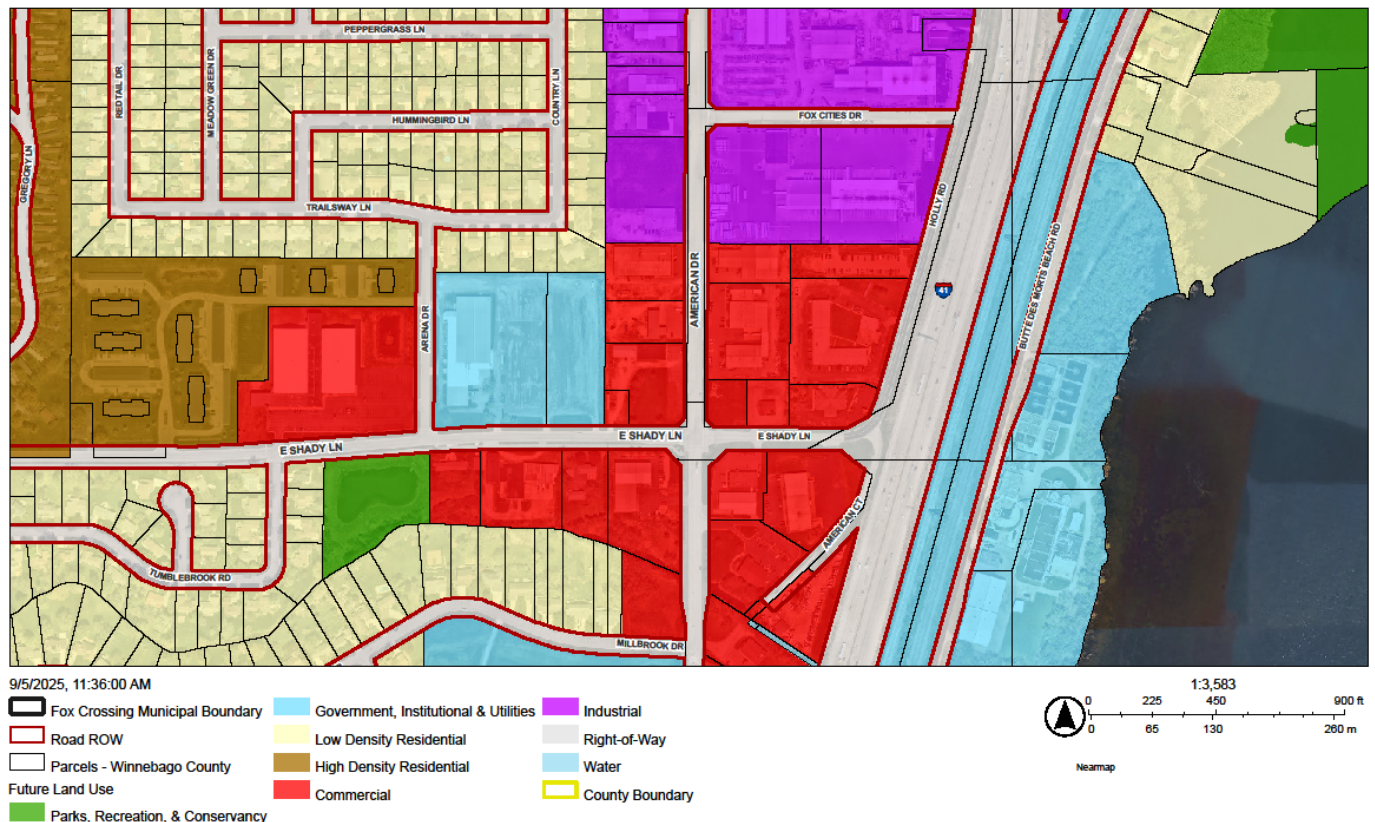
MEMO

Date: September 10, 2025
To: Village Planning Commission Members
From: Community Development Department Staff
RE: New Business Item #2 - Proposed Zoning Change American Dr.

Overview

The applicant is proposing a zoning change from B-3 Commercial to I-2 Heavy Industrial. This reflects much of the current zoning in the area. The area in question has a long history of conversion from retail to industrial which began years ago when the previous U.S. 4 began to be converted to a limited access 4 lane highway. Now of course it is classified as interstate 41. A map is attached showing this proposed zoning change. Prior to this zoning change a land use amendment was also proposed at this same meeting.

Fox Crossing GIS Map



Staff Recommendation

Staff recommend approval of the zoning change from B-3 Commercial to I-2 Heavy Industrial. This corresponds with the Land Use Amendment to the same location.

ORD #250922-3:ORD *Second Reading & Adoption*

AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §A450 FINES & PENALTIES

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

Part I. Chapter §A450 Fines & Penalties is hereby amended, 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, on October 14, 2025.

Date Introduced: September 22, 2025

Date Adopted: _____

Requested by: Scott Blashka, Chief of Police

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Salinas, Village Clerk

Chapter A450

Fines and Penalties

[HISTORY: Adopted by the Village Board of the Village of Fox Crossing 7-13-2020 by Ord. No. 200713-1. Amendments noted where applicable.]

§ A450-1 Schedule of Fines.

*Designates maximum amount set by state.

Section	Penalty	Fine	State Statute
Chapter 108, Police Department			
§ 108-1F	General powers - Chief and each officer, refusal or neglect to render assistance, violator must pay forfeiture	\$10	§ 814.70 and § 814.705(2)
§ 108-4A	Violation of the general powers of police officers and Chief of Police	\$10 to \$100	
Chapter 143, Alarm Systems			
§ 143-2E	Private alarm system equipment and testing requirements; forfeitures	\$10 to \$200	
§ 143-4A(1) to (5)	Private alarm systems - Police Department		
	First 2 false alarms per any 12-month period	No charge	
	Third and fourth false alarms per 12-month period, each	\$25	
	Fifth and sixth false alarms per any 12-month period, each	\$75	
	Seventh and eighth false alarms per any 12-month period, each	\$100	
	Ninth and subsequent false alarms per any 12-month period, each	\$200	
§ 143-4B	False alarm penalties for the Police Department shall be a special charge and a lien on the property and shall be paid in full within 30 days of receipt of notice; delinquencies shall accrue simple interest per annum rate of	12%	§ 66.0627

Section	Penalty	Fine	State Statute
Chapter 146, Alcohol Beverages			
§ 146-15A		Follow state statute	Ch. 125
§ 146-15C	First violation of any other provision of Article I shall be fined	\$10 to \$100*	
§ 146-15D	Any person violating Article I and previously convicted	\$10 to \$200*	
§ 146-22	Regulation of alcohol licenses for sexually oriented businesses; violations of Article II		
	First offense	\$500 to \$1,000	
	Second offense	\$500 to \$3,000	
	Third offense	\$500 to \$5,000	
Chapter 150, Amusements			
§ 150-17	Public dances, failure to obtain permit		
	First offense	\$10 to \$200	
	Second and subsequent offense	\$200 to \$500	
Chapter 174, Campers			
§ 174-5	Recreational campers; violation of chapter, §§ 174-1 to 174-4	\$10 to \$25	
Chapter 179, Christmas Tree Sales			
§ 179-6	Christmas trees; failure to obtain permit/noncompliance, per day	\$10 to \$100	
	Failure to clean up lot; fine	\$100	
Chapter 182, Cigarettes and Tobacco Products			
§ 182-11	Smoking violation, for person in charge	\$100 to \$250	
	Smoking violation, for customer	\$100 to \$250	
Chapter 209, Escorts and Escort Services			
§ 209-12	Violation of chapter (each day separate offense); plus license revocation	Not over \$1,000	

Section	Penalty	Fine	State Statute
Chapter 218, Fires and Fire Prevention			
§ 218-50A(1) and (2)	Violation of Ch. 218, specifically Articles I through XI, and Ch. 53, § 53-3, Authority at emergency incidents		§ 101.14
	First offense, plus prosecution costs	\$50 to \$200*	
	Second offense, plus prosecution costs	\$100 to \$400*	
§ 218-50B	Violation of Sec. 907 of the IFC, reference equipment and testing	\$10 to \$200	
§ 218-50C	Violation of Ch. 228, Hazardous Materials	Actual costs incurred	
§ 218-50D(1) and (2)	Violation of Ch. 218, Art. III, Installation Permits		
	Installations without local plan review process in addition to permit fees	\$200	
	Installation completed without installation permit in addition to permit fees	\$400	
§ 218-50F	Web-based reporting requirement		
	Noncompliance - First offense of Web-based reporting requirement	\$100	
	Noncompliance - Second offense of Web-based reporting requirement	\$200	
§ 218-50G	Violation of Ch. 218, Art. X, Fireworks	\$100 to \$1,000	
§ 218-50H	False alarms		
	First alarm per 12-month period	No charge	
	Second false alarm per 12-month period, plus payroll for 4 firefighters	\$100*	
	Third and subsequent false alarms per 12-month period, plus full firefighter payroll	\$150*	
§ 218-50I	Hazardous materials release/spill fees, per vehicle per hour for expenses incurred, plus firefighters payroll expenses and reimbursement for materials	\$90 (per FEMA)	

Section	Penalty	Fine	State Statute
§ 218-50J	Motor vehicle crash response per apparatus, not to exceed 2 apparatus	\$100 per hour	
	Extraction equipment - multiple vehicles billed individually	\$250	
	Oil dry, per 5-gallon container	\$25	
	Firefighter payroll based upon prevailing wage per call; multiple vehicles will be based upon number of vehicles divided into payroll	Per call	
§ 218-50K	Routine fire prevention visits		
	Repeat fire prevention visits	\$0	
	Noncompliance of any violation noted on the first reinspection	\$75	
	Noncompliance of any violation noted on the second reinspection	\$150	
	Noncompliance of any violation noted on the third reinspection	\$225	
	Noncompliance of any violation noted on the fourth or more reinspections	\$300	
	Citation fine	Per court fine schedule (Bond Schedule)	
Chapter 232, Hotels and Motels			
§ 232-18	Failure to obtain permit; refuse inspection; violation of any provision of this chapter, per day	\$500	
Chapter 270, Massage and Reflexology			
§ 270-5	Massage and/or reflexology; penalty, failure to obtain permit, per day	\$10 to \$200	
Chapter 274, Mobile Food Vendors			
§ 274-14	Failure to obtain permit; violation of any provision of this chapter	\$100 to \$1,000 per day	
Chapter 276, Mobile Homes and Mobile Home Parks			
§ 276-20	Mobile home parks; violation of chapter	\$10 to \$100	§ 66.0435(3)(c)1d

Section	Penalty	Fine	State Statute
Chapter 287, Nuisances			
§ 287-4D	Administrative charge for personnel, transportation, and office expenses, plus actual contractual mowing costs; flat administration fee will increase 3% on January 1 of each year	\$122.34, plus mowing costs	
	Repeat offender fee for property owners who receive multiple complaints within a single growing season	\$50 per complaint	
§ 287-16	Chronic nuisance premises		
	First offense	\$150 to \$250	
	Second offense	\$250 to \$500	
	Third offense and higher	\$500 to \$1,000	
§ 287-17	Penalty for violating chapter	\$25 to \$200	
Chapter 294, Parks and Recreation			
§ 294-2	Violation of chapter	\$25 to \$200	
§ 294-3	Violation of regulations	\$25 to \$200	
§ 294-5	No disc golf permit	\$25 to \$200	
§ 294-6	Violation of hours of use	\$25 to \$200	
Chapter 298, Pawnbrokers, Secondhand Dealers and Flea Markets			
§ 298-7	First offense	\$50 to \$1,000	§ 134.71
	Second or subsequent offense	\$500 to \$2,000	
Chapter 325, Sewers and Water			
§ 325-18	Property owners mandatory public water hookup, failure to connect must pay penalty in addition to actual cost of hookup	\$500	
§ 325-39I	Penalties for violating § 325-39, Wellhead protection	\$500 to \$1,000	
§ 325-40	Penalties for chapter violations, maximum amount	\$500	
Chapter 337, Streets and Sidewalks			
§ 337-4G	Violation of this code section relating to Village	\$50 to \$1,000	

Section	Penalty	Fine	State Statute
	road right-of-way occupancy		
§ 337-5I	Unauthorized excavations, alterations or obstructions within Village rights-of-way; each violation or infraction	\$50 to \$1,000	
§ 337-10B	Depositing snow or ice in any alley, road or street, plus removal charges		
	First offense	\$75	
	Second offense	\$150	
	Third offense	\$300	
§ 337-10C(3)	Snow must be removed from sidewalks; if refused or neglected, cost to be billed against property owner and if not paid shall charge the owner by special assessment, plus interest	1.5% per month	
§ 337-14B	Parking automobiles or other motorized vehicles on private premises which interferes with any Village road or public right-of-way, shall pay daily fine	Not to exceed \$100	
§ 337-18M	Street trees within road right-of-way	\$50 to \$500	
§ 337-19E	Vehicles designated as heavy traffic prohibited from using any routes not specifically designed for these vehicles, penalty each violation, per day plus costs of prosecution	\$100 to \$1,500	
Chapter 352, Transient Merchants			
§ 352-15	Transient merchants; penalty for violation of any portion of this chapter	\$100 to \$1,000	
Chapter 364, Vehicles and Traffic			
§ 364-14B	Special local regulations, violation of traffic and snowmobile code, §§ 364-5, 364-9, 364-10, 364-11, 364-12 and 364-13		
	First offense, plus costs of prosecution	\$20 to \$300*	
	Second offense within 2 years, plus costs of prosecution	\$50 to \$500*	
§ 364-14C(1)	Parking regulations violations of § 364-4	\$10 to \$100*	§ 346.505

Section	Penalty	Fine	State Statute
	Snow emergency violations, § 364-4D, forfeitures	\$25 to \$100* \$75 to \$150	§ 346.505
	Handicap parking violations (per Wisconsin Statutes) forfeitures	\$150 to \$300*	§ 346.505
§ 364-14C(2)	Non-moving traffic offenses, forfeitures as referenced in § 364-1		§§ 346.50 to 346.56
	First offense	\$10 to \$200*	
	Second offense within 1 year	\$20 to \$400*	
§ 364-14C(3)	Except handicap parking and snow emergency violations		
	Minimum penalty if not paid within 10 days, fines doubled	\$20* \$50*	
	Fines not paid within 20 days, fines doubled plus \$25.00	\$30* \$75*	
	Handicap violations and snow emergency		
	Minimum penalty if not paid after 10 days, fines plus \$50.00	\$40* \$125 to \$200*	
	Fines not paid within 20 days, fines doubled	\$50* \$150 to \$300*	
§ 364-15E	Forfeited penalties and deposits not included in the Uniform Schedule for ordinance violations; deposit amount (§§ 364-5, 364-9, 364-10, 364-11 and 364-12)	\$20*	
§ 364-24B	Bicycle license required; penalty plus court costs	\$2 to \$25	
§ 364-28	Noncompliance with provisions of commercial vehicle parking	\$50 to \$250	
Chapter 372, Waste Management, Article I, Solid Waste			
§ 372-11C(1)	Solid waste and garbage disposal, violation of § 372-3 only		
	First violation	\$10 to \$200	
	Second violation	\$200 to \$500	

Section	Penalty	Fine	State Statute
	Third or subsequent violation	\$500 to \$2,000	
§ 372-11C(2)	Penalties for violation of any other provision of this article (excluding § 372-3)	\$50 to \$1,000	
Chapter 372, Waste Management, Article II, Hazardous Waste			
§ 372-21	Forfeiture costs for violations of Article II, plus prosecution costs	\$2,000 to \$25,000	
Chapter 376, Weights and Measures			
§ 376-7	Hinders, obstructs or impersonates a sealer; uses or has in their possession any incorrect weight or measure; represents a false quantity or price in connection with a purchase or sale of any commodity; uses or disposes of any rejected weight or measure or removes therefrom any official tag/seal/stamp or mark; violates § 98.15(1), False testing, Wis. Stats.; any other provision of this chapter		§ 98.26
	First offense	Not less than \$100 nor more than \$500	
	Second and subsequent offense	Not less than \$200 nor more than \$1,000	
§ 376-31	Failure to notify Village Sealer within 72 hours of the addition or replacement of new or used weights and measures equipment	Triple the device fee	
Chapter 383, Building Construction			
§ 383-54A	Failure to comply with provisions of chapter	\$100 to \$1,500	
Chapter 394, Development Standards and Site Plan Review			
§ 394-21B	Noncompliance with provisions of site plan review, plus costs of prosecution; per day each violation that exists	\$50 to \$250	
§ 394-41	Noncompliance with provisions of official (street, road, highway, park, parkway, waterway, right-of-way, etc.) map	\$50 to \$250	
Chapter 400, Article I, Construction Site Erosion Control			

Section	Penalty	Fine	State Statute
§ 400-12F	Failure to comply with provisions of Article I, per offense, each occurrence plus the costs of prosecution (less than 1 acre/1 acre or more of disturbance)		
	Failure to apply for and obtain an erosion control permit	\$50 to \$1,000	
	Failure to develop and implement an erosion and sediment control plan	\$50 to \$500	
	Failure to post the certificate of permit coverage at the site	\$50 to \$500	
	Failure to retain plans and inspection reports at the site	\$50 to \$1,000	
	Failure to inspect and monitor erosion and sediment control BMPs	\$50 to \$1,000	
	Failure to repair, replace or maintain erosion and sediment control BMPs	\$50 to \$1,000	
	Failure to amend an erosion and sediment control plan, as needed	\$50 to \$1,000	
	Failure to implement an amended erosion and sediment control plan	\$50 to \$1,000	

Chapter 400, Article II, Post-Construction Stormwater Management

§ 400-28I	Failure to comply with provisions of Article II, per offense, each occurrence (less than 20,000 square feet/20,000 square feet or more of disturbance)		
	Failure to apply for and obtain a stormwater management permit	\$50 to \$1,000	
	Failure to develop and implement a stormwater management plan	\$50 to \$1,000	
	Failure to prepare a maintenance agreement or record drawings	\$0 to \$250	
	Failure to post the certificate of permit coverage at the site	\$25 to \$250	
	Failure to retain plans, maintenance logs, inspection reports	\$25 to \$250	

Section	Penalty	Fine	State Statute
	Failure to inspect and monitor stormwater management BMPs	\$30 to \$300	
	Failure to repair, replace or maintain stormwater management BMPs	\$50 to \$500	
	Failure to amend a stormwater management plan, as needed	\$50 to \$500	
	Failure to implement an amended stormwater management plan	\$50 to \$500	

Chapter 400, Article III, Illicit Discharge and Connection

§ 400-44E(1)	Failure to comply with provisions of Article III, per offense, each day	Homeowner/other
		Not less than:
	Failure to properly dispose of a pollutant or illicit discharge	\$50 to \$1,000*
	Failure to take reasonable actions to eliminate an illicit discharge	\$50 to \$1,000*
	Failure to take reasonable actions to locate an undocumented drain	\$30 to \$300*
	Failure to implement WPDES industrial discharge permit	\$0 to \$500*
	Failure to allow reasonable access for inspection or sampling	\$50 to \$500*
	Failure to install, maintain or calibrate monitoring equipment	\$0 to \$500*
	Failure to install or maintain nonstructural and structural BMPs	\$0 to \$500*
	Failure to notify Village of a spill or release of hazardous substance	\$25 to \$250*
	Failure to take reasonable actions to prevent or contain a spill or release of a hazardous substance	\$50 to \$500*

*Alternative compensatory actions: storm drain stenciling, creek cleanup, attendance at a compliance workshop, highway cleanup, or other appropriate action as determined by the Director of Community

Section	Penalty	Fine	State Statute
Development			
Chapter 407, Housing Standards			
§ 407-16	Violation of code, maximum penalty	\$200	
Chapter 419, Land Division			
§ 419-3I(2)	Failure to comply with chapter	\$200 to \$2,000	§§ 236.30 to 236.32
Chapter 435, Zoning			
§ 435.7-81	Violation of section relating to adult-oriented establishments	\$50 to \$500	
§ 435.12-08	Penalties for any person, firm, or corporation who or which fails to comply with the provisions of this chapter, plus cost of prosecution for each violation; each day a violation exists constitutes a separate offense; penalties may be increased for repeat offenses of the same violation	\$200 to \$2,000	

RES #251013-5

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:

Jessica Heu – Approved
Lucas Chapin – Approved
Susanne Holtz – Approved
Sophia Stewart – 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 13th day of October, 2025

Requested by: Scott Blashka, Police Chief

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Darla M. Salinas, Village Clerk

RES #251013-6

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$1,534,655.77

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

Pending:	
General Fund	\$ 243,702.17
Special Revenue Fund	\$ 67,252.68
Debt Fund	\$ -
Capital Projects Fund	\$ 48,029.59
Water Fund	\$ 202,659.44
Sewer Fund	\$ 133,195.07
Stormwater Fund	\$ 423,268.23
Trust & Agency Fund	\$ 1,872.50
Special Processed Payments	\$ 414,676.09
Total:	<u>\$ 1,534,655.77</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 13th day of October, 2025.

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

Dale A. Youngquist, Village President

Attest: Darla M. Salinas, Village Clerk

VILLAGE OF FOX CROSSING
2000 Municipal Drive
Neenah, WI 54956

EXPENDITURE SUMMARY

For Accounts Payable Period Ending: October 7, 2025
For Village Board Meeting of: October 13, 2025

REGULAR PROCESSED CHECKS	AMOUNT
General Fund	\$243,702.17
Special Revenue Funds	\$67,252.68
Debt Fund	\$0.00
Capital Projects Fund	\$48,029.59
Water Fund	\$202,659.44
Sewer Fund	\$133,195.07
Stormwater Fund	\$423,268.23
Trust & Agency Fund	\$1,872.50
Total Bills for	October 13, 2025
	<u>\$1,119,979.68</u>

SPECIAL PROCESSED PAYMENTS

CHECK #	PAYEE		DEPT. /PURPOSE	AMOUNT
	Village Specials	9/14-10/7/2025	**See Attached Listing**	\$114,710.98
ACH	Employee Benefits Corp	9/22-10/7/25	Flex Spending Claims	\$5,209.12
ACH	North Shore	9/30/2025	Deferred Comp	\$1,450.00
ACH	WDC	9/30/2025	Deferred Comp	\$6,895.82
ACH	Elavon	10/7/2025	CC Fees	\$318.46
54988-54989	Payroll	9/25/2025	Payroll	\$173.63
ACH	Payroll	9/25/2025	Payroll	\$204,616.48
ACH	Payroll	9/25/2025	Taxes	\$81,301.60
Total Special Processed Payments				<u>\$414,676.09</u>
GRAND TOTAL				<u><u>\$1,534,655.77</u></u>