

Village of Fox Crossing Board of Trustees Regular Meeting
Monday, July 13, 2026 - 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
 - a) Promotion of Police Officer Chris Brandt to Police Lieutenant Presentation – Police Chief Tim Callan
3. Minutes to Approve/ Minutes and Correspondence to Receive
 - Minutes to Approve
 - a) Special Village Board Meeting – June 22, 2026
 - b) Regular Village Board Meeting – June 22, 2026
 - Minutes and Correspondence to Receive
 - c) Park Commission Meeting Minutes – June 10, 2026
 - d) Water Main Breaks Report – May 2026
 - e) Water Pumpage Report – May 2026
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) 260713-1 Annual Village Mobile Home Park License Renewals for the Term August 1, 2026 through July 31, 2027
 - b) 260713-2 Operator License Applicants
 - c) 260713-3 Expenditures
8. Reports
 - a) Public Works Director Joe Hoechst – County Highway P (CTH-P) (Racine Road) Reconstruction Update
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
Special Meeting Minutes
Monday, June 22, 2026 – 5:30 p.m.
Municipal Complex – Arden Tews Assembly Room
2000 Municipal Drive, Neenah WI 54956

1. Call to Order

The special meeting of the Village Board of Trustees was called to order by President Youngquist at 5:30 p.m.

Village Manager Jeffrey Sturgell recorded the following Village Board members as present: President Dale Youngquist and Trustees Michael Van Dyke, Kris Koeppe, Tim Raddatz, Kate McQuillan, and Deb Swiertz.

Excused: Trustee Barb Hanson

Also Present: Director of Finance Jeremy Searl and Director of Community Development George Dearborn.

2. Closed Session

Pursuant to WI Statute 19.85(1)(g), the Village of Fox Crossing Board of Trustees will convene into closed session to confer with legal counsel, regarding a claim filed against the Village of Fox Crossing by Julianne Hein-Swaab submitted May 18, 2026

Motion: Trustee Van Dyke, seconded by Trustee Koeppe to convene into closed session at 5:30 p.m.

Discussion: The Village Board convened into closed session to consider a claim filed against the Village of Fox Crossing by Julianne Hein-Swaab submitted May 18, 2026.

Vote: On roll call vote: 6-0, motion carried.

Pursuant to WI Stat. 19.85 (2), the Village Board will reconvene into open session.

Motion: Trustee Van Dyke, seconded by Trustee Swiertz to reconvene into open session at 5:38 p.m.

Vote: On roll call vote: 6-0, motion carried.

3. Open Session

260622-1:CL Consideration of Claim Against the Village of Fox Crossing Filed by Julianne Hein-Swaab Submitted May 18, 2026

Motion: Trustee Van Dyke, seconded by Trustee Swiertz, to disallow the claim filed by Julianne Hein-Swaab against the Village of Fox Crossing, submitted on May 18, 2026, as presented.

Vote: On roll call vote: 6-0, motion carried.

4. Adjourn

Motion: Trustee Van Dyke, seconded by Trustee Swiertz, to adjourn at 5:40 p.m.

Vote: Motion carried unanimously.

Respectfully submitted,

Chantel M. Jaenke, 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 Board of Trustees
Regular Meeting Minutes
Monday, June 22, 2026 – 6:00 p.m.
Municipal Complex – Arden Tews Assembly Room
2000 Municipal Drive, Neenah WI 54956

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

The meeting of the Village Board of Trustees was called to order by President Youngquist at 6:00 p.m.

The Pledge of Allegiance was recited.

Village Clerk Chantel Jaenke conducted roll call and recorded the following Village Board members as present: President Dale Youngquist and Trustees Michael Van Dyke, Kris Koeppe, Tim Raddatz, Kate McQuillan, and Deb Swiertz.

Also Present: Village Manager Jeffrey Sturgell, Director of Finance Jeremy Searl, Director of Community Development George Dearborn, Fire Chief Todd Sweeney, Police Chief Tim Callan, Director of Parks & Recreation Amanda Geiser, Director of Public Works Joe Hoechst, Engineer Zach Laabs, Engineer Lee Reibold, and Attorney Andrew Rossmeissl.

Excused: Trustee Barb Hanson

Public Attendance: Eleven individuals were present.

2. Awards / Presentations

a) Annual Audit Report for Fiscal Year 2025 – Kevin Bohren, CPA of KerberRose, SC

Director Searl thanked Village staff for their hard work and assistance throughout the audit process. He then introduced Kevin Bohren, CPA, of KerberRose, SC, to present the Village's Fiscal Year 2025 Annual Audit Report.

Mr. Bohren provided an overview of the audit results, reporting that the Village received an unmodified opinion on its financial statements and an unmodified opinion on internal controls, indicating no significant issues were identified. He also noted that the Village's 2024 financial statements were submitted to the Government Finance Officers Association (GFOA) and received the Certificate of Achievement for Excellence in Financial Reporting. The Village plans to submit the 2025 financial statements for the same recognition.

Mr. Bohren reviewed the Village's financial position, highlighting that the General Fund balance increased by approximately \$37,000 to \$9.5 million. Governmental funds totaled approximately \$29.7 million, an increase of about \$600,000 from the prior year. He also reviewed the Village's long-term debt, noting total outstanding obligations of approximately \$17 million, an increase of about \$3 million. He stated that the Village remains well below its legal debt limit of approximately \$145 million, leaving a remaining debt capacity of approximately \$116 million if additional borrowing were necessary.

Mr. Bohren also reviewed the proprietary funds, reporting increases in the Water Utility of approximately \$541,000, the Stormwater Utility of approximately \$1.8 million, and the Sewer Utility of approximately \$800,000. He noted that all utility funds remain in a strong financial position and reviewed each utility's operating income.

Mr. Bohren concluded by thanking Village staff for their cooperation and timely assistance in providing the information necessary to complete the audit.

3. Minutes to Approve / Minutes and Correspondence to Receive

Minutes to Approve

- a) Regular Village Board Meeting – June 8, 2026

Minutes and Correspondence to Receive

- b) Planning Commission Meeting Minutes – May 6, 2026
- c) Park Commission Meeting Minutes – May 13, 2026

Motion: Trustee Van Dyke, seconded by Trustee Koeppe, to approve the meeting minutes and accept other departmental minutes and correspondence into the record as presented.

Vote: Motion carried unanimously.

4. Public Comments Addressed to the Village Board

Connor Kane, 979 Solar Parkway, spoke in support of installing sidewalks along Kaufman Street, noting that he had previously been struck by a vehicle in that area. He also requested that the Village consider installing a concrete pad at the bus stop on Kaufman Street, stating that the current conditions make it difficult for bus drivers to see passengers waiting at the stop.

5. Discussion Items

None.

6. Unfinished Business

None.

7. New Business-Resolutions/Ordinances/Policies

a) 260622-1 Final Plat – Butterfly Way Development

Motion: Trustee Van Dyke, seconded by Trustee Swiertz, to approve the Final Plat for the Butterfly Way Development, as presented.

Discussion: Director Dearborn provided an overview of the proposed final plat and noted that the Planning Commission recommended approval.

Vote: Motion carried unanimously.

b) 260622-2 Certified Survey Map – 1040 & 1050 Appleton Road

Motion: Trustee Van Dyke, seconded by Trustee Koeppe, to approve the Certified Survey Map for 1040 and 1050 Appleton Road, as presented.

Discussion: Director Dearborn provided an overview of the proposed Certified Survey Map and noted that the Planning Commission recommended approval.

Vote: Motion carried unanimously.

c) 260622-3 Accept the Electronic Compliance Maintenance Annual Report (eCMAR)

Motion: Trustee Van Dyke, seconded by Trustee Swiertz, to accept the Electronic Compliance Maintenance Annual Report (eCMAR), as presented.

Discussion: Director Hoechst provided an overview of the annual Compliance Maintenance Report submitted to the Wisconsin Department of Natural Resources (DNR). He explained that the report includes the Wastewater Utility's 2025 financial information and operational data. He noted that the Village received a score of 4.0, the highest score possible.

Vote: Motion carried unanimously.

d) 260622-4 Intergovernmental Agreement to Satisfy Eligibility for Recycling Consolidation Grant for Calendar Year 2027

Motion: Trustee Swiertz, seconded by Trustee McQuillan, to approve the Intergovernmental Agreement to satisfy eligibility requirements for the 2027 Recycling Consolidation Grant, as presented.

Discussion: Manager Sturgell provided an overview of the agreement, explaining that Winnebago County coordinates the annual Recycling Consolidation Grant program on behalf of participating municipalities to promote recycling efforts. He noted that the grant is funded by the State of Wisconsin and that the Village receives approximately \$59,000 annually to help offset the cost of recycling collection. He further explained that each participating municipality must approve the agreement, after which Winnebago County submits the grant application on behalf of all participating communities.

Vote: Motion carried unanimously.

e) 260622-5 Designation of July as Parks & Recreation Month in Fox Crossing

Motion: Trustee Van Dyke, seconded by Trustee Swiertz, to approve the designation of July as Parks and Recreation Month in Fox Crossing, as presented.

Discussion: Director Geiser noted that July is the busiest month for the Parks and Recreation Department. She highlighted several upcoming events and projects taking place throughout the month and thanked the department staff for their continued hard work and dedication.

Vote: Motion carried unanimously.

f) 260622-6 Operator License Applicants

Motion: Trustee Swiertz, seconded by Trustee McQuillan, to approve the Operator License Applicants, as presented.

Vote: Motion carried unanimously.

g) 260622-7 Expenditures

Motion: Trustee Koeppe, seconded by Trustee McQuillan to approve the expenditures, as presented, without exception.

Vote: Motion carried unanimously.

8. Reports

- a) Village President Dale Youngquist – 2026 Board of Review will be held on Thursday, June 25, 2026 from 4:00 p.m. to 6:00 p.m. at the Municipal Complex in the Arden Tews Assembly Room, 2000 Municipal Drive, Neenah; Objectors shall provide Written or Oral Notice of Intent to Object to their Assessment to the Village Clerk at least 48 hours in Advance of Board of Review

9. Closed Session

None.

10. Adjourn

Motion: Trustee Swiertz, seconded by Trustee Koeppe to adjourn at 6:26 p.m.

Vote: Motion carried unanimously.

Respectfully submitted,



Chantel M. Jaenke, CMC, WCMC
Village Clerk

Note: These minutes are not considered official until acted upon at an upcoming meeting; therefore, they 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

June 10 , 2026

Park Commissioners Present: Kathy Sylvester, Jordyn Kurer, Suneer Patel, Jean Wollerman, Jill Rasmussen

Excused: Matt Werner

Staff Present: Director Amanda Geiser

Others in Attendance: Lacie Callan

* * * * *

The Commission meeting was held at the Municipal Complex, 2000 Municipal Dr., Neenah, and was called to order by Commissioner Sylvester 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 May 13, 2026, regular meeting minutes. Commissioner Patel motioned to accept the minutes, seconded by Commissioner Kurer. Motion carried. The expenditures were reviewed and accepted.

PUBLIC FORUM

- Lacie Callan introduced herself to Commission members. She mentioned has lived in Fox Crossing for 24 years, raised her family using the parks, and is excited to join the Park Commission.

DISCUSSION/PRESENTATION

- None

REPORTS

- A. **Park Report:** Accepted as written.
- B. **Recreation Report:** Accepted as written.
- C. **Director Report:** Accepted as given.
- D. **Commissioner Reports:**
 - **Commissioner Kurer:** Reported that she is happy with the choice to use wood fibers at O'Hauser Park because of how big an exciting the playground is, nothing the poured-in-place rubber is a nice feature but can take away from the size and amount of equipment installed.
 - **Commissioner Wollerman:** No report.
 - **Commissioner Patel:** No report.
 - **Commissioner Rasmussen:** No report.
 - **Commissioner Sylvester:** No report.
 - **Commissioner Werner:** Excused.

OLD BUSINESS

- None

NEW BUSINESS

- A. **Election of the 2026-2027 Chairperson:** Commissioner Sylvester made a motion to approve Jordyn Kurer as the 2026-2027 Park Commission Chairperson. Commissioner Rasmussen seconded the motion.

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

- B. Election of the 2026-2027 Vice-Chairperson:** *Commissioner Wollerman made a motion to approve Kathy Sylvester as the 2026-2027 Vice-Chairperson. Commissioner Rassmussen seconded the motion.*

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

CORRESPONDENCE

- **Withheld Security Deposit:** The Commission reviewed two letters that were recently sent to rental parties taking place at the Community Center and Fritsch Park. The letters detailed a withholding amount of some or all their security deposit.

ADJOURNMENT

Commissioner Patel motioned, seconded by Commissioner Rasmussen, to adjourn the Park Commission meeting at 6:47PM. Motion carried unanimously.

The next Commission meeting is scheduled for July 8, 2026, at the Municipal Complex, 2000 Municipal Drive, Neenah, at 6:00PM.

Sincerely,



Jordyn Kurer
Chairperson - Village of Fox Crossing Park Commission

FOX CROSSING UTILITIES

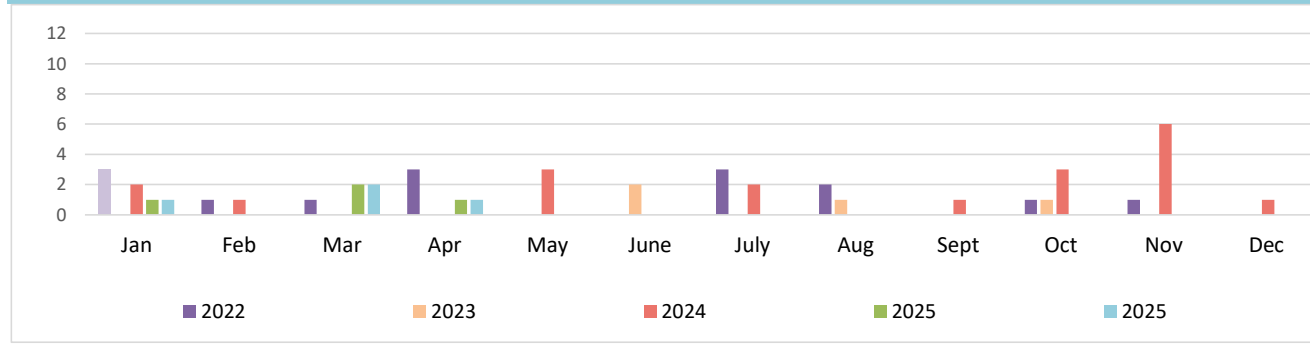
WATER MAIN BREAK/MISC WATER REPAIR REPORT MAY, 2026

Water Main Breaks

NO WATER MAIN BREAKS FOR MAY!

Total water main breaks year to date for 2026 = 4

Total water main breaks this time in 2025 = 13



YEAR	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2022	3	1	1	3	0	0	3	2	0	1	1	0	15
2023	0	0	0	0	0	2	0	1	0	1	0	0	4
2024	2	1	0	0	3	0	2	0	1	3	6	1	19
2025	4	1	1	4	3	1	1	1	0	1	0	0	17
2026	1	0	2	1	0								4

Utility Repairs

1 5/4/2026	968 Easy St	Service leak
2 5/4/2026	Sandalwood St @ Lily St	Replace valve box top section
3 5/6/2026	936 Oneida St	Service leak
4 5/8/2026	968 Easy St	Replaced water service
5 5/14/2026	8375 Marlo Dr	Replaced 1" stop box
6 5/15/2026	8367 Marlo Dr	Replace valve box top
7 5/20/2026	203 Gregory Ln	Moved curb box

Utility Miscellaneous

- 1 CONTINUED VALVE EXERCISING ON WEST SIDE.
- 2 CONTINUED HYDRANT MAINTENANCE ON WEST SIDE.
- 3 COMPLETE FLUSHING ALL DEAD END HYDRANTS.
- 4 CONTINUED WORKING ON EXCHANGING SMALL METERS
- 5 CONTINUED WITH LEAK DETECTION IN PROBLEM AREAS.

FOX CROSSING UTILITIES

WASTEWATER REPAIR/MISC REPORT MAY, 2026

Wastewater Miscellaneous

1	Lift Station #1 - Brighton Beach Rd	<i>Routine maintenance and checks. Replaced belts on Pumps 1 & 2. Replaced sump pump in drywell.</i>
2	Lift Station #2 - Lakeshore Dr & Frances St	<i>Routine maintenance and checks. Performed yearly checks on floats. Cleaned wetwell.</i>
3	Lift Station #3 - Lakeshore Dr	<i>Monthly checks and maintenance. Checked belts on pumps. Cleaned check valves.</i>
4	Lift Station #4 - Memorial Dr/Foster St	<i>Monthly checks. Watching rear seal on pump 1 for leaks. Cleaned check valves. Cleaned wetwell.</i>
5	Lift Station #5 - Green Patch	<i>Monthly checks. Turned off heater and opened vents to electrical cabinet. Checked floats.</i>
6	Lift Station #6 - Calumet St	<i>Cleaned wetwell Cleaned check valves. Cleaned line feeding wetwell.</i>
7	Lift Station #7 - Stroebe Rd & Harry's Gateway	<i>Monthly checks and routine maintenance.</i>
8	Lift Station #9 - County Rd II (Winchester Rd)	<i>Monthly checks and routine maintenance. Checked pumps in clear water station. Pump 1 needs repair (undiagnosed problem).</i>
9	Miscellaneous:	<i>Finished saw cutting. 2026 sewer cleaning = Cleaned approximately 10,000 ft. Cleaned trouble spots. Training new hire Steve. Repaired a couple of castings that were hit by snow plows. Raised casting on Bodoh Way. Continued to search for I & I and repairs as needed. Helped Water Department repair some curb boxes. Still doing 2026 televising.</i>

FOX CROSSING UTILITIES PUMPAGE REPORT

MONTH: MAY, 2026

	Total water purchased & pumped from wells										
	EAST SIDE				WEST SIDE					TOTAL PUMPED X 1,000	Compare to same month in 2025
	DEEP WELL #5 X 1,000	DEEP WELL #7 X 1,000	PURCHASED CTY/MENASHA X 1,000	TOTAL EAST X 1,000	DEEP WELL #3 X 1000	DEEP WELL #4 X 1,000	DEEP WELL #6 X 1,000	DEEP WELL #8 X 1,000	TOTAL WEST X 1,000		
TOTAL	-	16,148	11,034	27,182	10,407	11,477	2,296	19,674	43,854	71,036	76,608
AVERAGE/DAY	-	521	356	877	336	370	74	635	1,415	2,292	2,471
MAXIMUM/DAY	-	579	951	1,063	771	1,011	785	1,124	1,851	2,914	2,054
MINIMUM/DAY	-	-	264	744	-	-	-	-	1,042	1,786	1,105

	SERVICE PUMPAGE (Water pumped to distribution system)					
	EAST SIDE		WEST SIDE		TOTAL SERVICE PUMPAGE	Compare to same month in 2025
	PLANT #2	PLANT #3	PLANT #4	TOTAL WEST SIDE	TOTAL EAST & WEST	
	X 1,000	X 1,000	X 1,000	X 1,000	X 1,000	
TOTAL	24,882	21,953	21,259	43,212	68,094	76,608
AVERAGE/DAY	803	708	686	1,394	2,197	2,471
MAXIMUM/DAY	994	1,154	984	2,138	2,693	2,054
MINIMUM/DAY	684	412	494	906	1,750	1,105

WATER LEVEL READINGS						
EAST SIDE DEEP WELLS			WEST SIDE DEEP WELLS			
#5	#7		#3	#4	#6	#8
AVERAGE STATIC	-	-	53'	54'	58'	40'
AVERAGE PUMPING LEVEL	-	365'	151'	151'	182'	208'

East Side System Purchased Water					
Month 2026		41%	Month 2025		44%
Year-to-Date		50%	Year-to-Date		42%
			Month, 2024		42%
			Year-to-Date		45%

RES #260713-1

**ANNUAL VILLAGE MOBILE HOME PARK LICENSE RENEWALS FOR THE TERM
AUGUST 1, 2026 THROUGH JULY 31, 2027**

WHEREAS, the mobile home park license applicants listed below have made proper application with the Village Clerk's office and the proper fees have been paid and receipted; and

WHEREAS, Municipal Code Chapter §276 requires the applicant/owner of the mobile home park to comply to specific regulations including maintaining the park for the health, safety, morals, and the welfare of its residents; and

WHEREAS, Chapter §276-16 further requires in every mobile home park that there shall be an on-site manager in residence for the residents' well-being, available on a daily basis with reasonable hours; and

WHEREAS, should any mobile home park be found that they are not in conformity with Chapter §276, the applicant/owner shall see that the mobile home park complies in all respects before a license shall be issued; and

WHEREAS, the Village Clerk submits the following license applications for Village Board approval provided the above conditions are met per the Village's code:

Bridgeview Gardens WI MHC, LLC
Harbor Lights WI MHC, LLC
Jim's Friendly Village, LLC

Bridgeview Gardens, 888 E. Shady Lane
Harbor Lights, 960 Happy Valley Drive
Jim's Friendly Village, 370 Ninth Street

NOW, THEREFORE, BE IT RESOLVED by the Village of Fox Crossing Board of Trustees, the annual mobile home park licenses are hereby granted to the above applicants, pending satisfactory inspections, and a report from the Finance Department that all outstanding invoices and taxes have been satisfied, with the above conditions, for the licensing period of August 1, 2026 – July 31, 2027.

Adopted this 13th day of July, 2026

Requested by: Chantel M. Jaenke, Village Clerk
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Chantel M. Jaenke, Village Clerk



MOBILE HOME PARK APPLICATION

Village of Fox Crossing Clerk's Office
2000 Municipal Drive Neenah, WI 54956

www.foxcrossingwi.gov | Phone: (920) 720-7103 | E-mail: clerk@foxcrossingwi.gov

**Please carefully review the information below and remit license fee with completed application.
The license period begins August 1 and ends July 31 each year.**

DATE OF APPLICATION: 6/4/2026

LICENSE FEE: \$400.00

\$100.00 per 50 spaces, or any fraction thereof, in any one mobile home park and \$10.00 for a license transfer.
Fees are due at the time of application.

APPLICATION TYPE: ☐ New ☒ Renewal ☐ License Transfer

Premise Information

In accordance with Village of Fox Crossing Municipal Code § 276 Mobile Homes and Mobile Home Parks.

Name of Corporation, LLC, Sole Proprietor, Partnership:

Bridgeview Gardens WI MHC, LLC

Name of Licensed Premise:

Bridgeview Gardens

Premise Address: Street City State Zip Code

888 East Shady Lane, Site 129, Neenah, WI 54956

Premise Phone:

(920) 997-1589

Premise Email:

licenses@rhp.com

Park Owner Information

Owner Name:

Bridgeview Gardens WI MHC, LLC

Owner Phone:

(248) 626-0737

Owner Email:

licenses@rhp.com

Owner Home Address: Street City State Zip Code

31200 Northwestern Hwy, Farmington Hills MI 48334

On-Site Manager #1 Information

Manager Name:

Lisa Herbst

Manager Phone:

(920) 997-1589

Manager Email:

bridgeviewgardens@rhp.com

Manager Home Address: Street City State Zip Code

888 East Shady Lane, Site 129, Neenah, WI 54956

On-Site Manager #2 Information (if applicable)

Manager Name:

Manager Phone:

Manager Email:

Manager Home Address: Street City State Zip Code

Required Attachments - Original and Renewal Applications

Please submit the following with your application:

- ☒ Current Surety Bond in the amount of \$2,000.000 (upon expiration, mail a current Continuation Certificate)
- ☒ Copy of Winnebago County Health Department License(s)
- ☒ Legal Description of Premises Upon Which Mobile Home Park is Located
- ☒ Copy of Mobile Home Park Plan mobile home park plan showing the following either existing or as proposed:
 - The size and utilization use for park purposes.
 - Roadways and driveways.
 - Location of units for mobile homes.

- Location and number of sanitary conveniences, including toilets, washrooms, laundries and utility rooms to be used by occupants of units.
- Method and plan of sewage disposal.
- Method and plan of garbage disposal.
- Plan for water supply.
- Plan for lighting of units and rubbish disposal.
- If the existing or proposed mobile home park is designed to serve nondependent mobile home units, such plans shall clearly set forth the location of all sewer and water pipes and connections.

Certification and Acknowledgment:

I, the undersigned applicant, licensee, corporation, partnership, or limited liability company operating the mobile home park, hereby apply for a Mobile Home Park License. By signing this application, I authorize the Village of Fox Crossing and its authorized representatives, including the Village Building Inspector, to conduct inspections of the mobile home park as necessary to determine compliance with applicable requirements.

I acknowledge and agree to comply with all applicable federal, state, county, and local laws, regulations, ordinances, building codes, fire codes, and health and safety requirements governing the ownership, operation, and maintenance of a mobile home park within the Village of Fox Crossing, Winnebago County, Wisconsin.

I agree to obtain and maintain all licenses, permits, and approvals required under Wisconsin law and to provide copies of such licenses and permits to the Village upon request. I understand that no Village Mobile Home Park License shall be issued until all required approvals and licenses from the Winnebago County Health Department, acting as agent for the State of Wisconsin, have been obtained and remain in good standing.

I certify that I have read, understand, and agree to comply with Chapter 276 of the Village of Fox Crossing Municipal Code relating to Mobile Homes and Mobile Home Parks.

I agree to indemnify, defend, and hold harmless the Village of Fox Crossing, its officers, employees, agents, and representatives from and against any and all claims, damages, liabilities, losses, costs, and expenses arising out of or related to activities conducted under the authority of this license, except to the extent caused by the negligence or misconduct of the Village.

I further certify that all information provided in this application and any supporting documentation is true, complete, and accurate to the best of my knowledge. I understand that the issuance or renewal of a license may be denied, suspended, or revoked for fraud, misrepresentation, omission of material information, false statements, delinquent obligations owed to the Village, or violations of applicable Village ordinances, Wisconsin Statutes, or other applicable laws.

By signing below, I acknowledge that I have read and understand the contents of this Certification and Acknowledgment and agree to be bound by its terms.

Owner/Applicant Name (Print):

Bridgeview Gardens WI MHC, LLC
By: Newbury Management Company, its authorized agent
By: Joel K. Brown, Authorized Agent

Title:

Owner/ Applicant Signature:

Joel Brown

Date: 6/4/2026

FOR OFFICE USE ONLY

Acct: 101-5100-440.01-05

Total Amount Paid: \$ 400.00

Receipt No. 20988

Date Rec'd: 06/16/2026

BY: A. Lee

Quantity of spaces: 192

License No.

Finance: 04/16/2024

Building Official Inspection: 07/17/2026

Village Board Meet Date: 07/13/2026

☒ Approved ☐ Denied
☒ Approved ☐ Denied
☐ Approved ☐ Denied



Travelers Casualty and Surety Company of America
Hartford, CT 06183

**CONTINUATION CERTIFICATE
FIDELITY OR SURETY BONDS/POLICIES**

License No. _____

In consideration of \$100.00 dollars renewal premium, the term of Bond/Policy No. 107711223 in the
amount of \$2,000.00, issued on behalf of Bridgeview Gardens,
whose address is 31200 Northwestern Hwy, Farmington Hills, MI 48334,
in favor of Village of Fox Crossing,
whose address is 2000 Municipal Drive, NEENAH, WI 54956,
in connection with to operate a Manufactured Home Community is hereby extended to September 30, 2026,
subject to all covenants and conditions of said bond/policy.

This certificate is designed to extend only the term of the bond/policy. It does not increase the amount which may be payable thereunder. The aggregate liability of the Company under the said bond/policy together with this certificate shall be exactly the same as, and no greater than it would have been, if the said bond/policy had originally been written to expire on the date to which it is now being extended.

Signed, sealed and dated July 02, 2025



Travelers Casualty and Surety Company of America

By: _____

Bryce Grissom, Senior Vice President



**WINNEBAGO COUNTY HEALTH
DEPARTMENT**
**Environmental Health Food Safety and
Recreational Licensing Program**

License, Permit or Registration

The person, firm, or corporation whose name appears on this certificate has complied with the provisions of the Wisconsin statutes and is hereby authorized to engage in the activity as indicated below.

ACTIVITY	EXPIRATION DATE	I.D. NUMBER
Manufactured Home Community 175+ Sites, Sites: 192	30-Jun-2026	HGLD-CL3SCL
LICENSEE MAILING ADDRESS	NOT TRANSFERABLE	
BRIDGEVIEW GARDENS WI MHC, LLC 31200 NORTHWESTERN HWY FARMINGTON HILLS MI 48334	BUSINESS / ESTABLISHMENT ADDRESS BRIDGEVIEW GARDENS MHC, LLC 888 E SHADY LN NEENAH WI 54956	

The department may send out a renewal notice as a courtesy, but in the absence of a courtesy reminder it is the licensee that is responsible for remittance of the permit fee to the department before July 1st. All Permits expire on June 30th; it is the responsibility of the licensee to make sure all applicable fees are received by the department before July 1st or a late payment fee will be assessed.

If you do not receive a renewal form prior to June 30th from your licensing authority, you should send in your payment for renewing your permit to the following address:

WINNEBAGO COUNTY HEALTH DEPARTMENT
112 OTTER AVE 2ND FLOOR
OSHKOSH, WI 54903-2808
(920)232-3000

* Include the name of your facility and the ID number.

File Number NCT22011964-33

Revision Number 06/28/2022

EXHIBIT A

A parcel of land being the West 1/2 of the South 1/2 of the Southeast 1/4 of the Northwest 1/4, and also a portion of the West 1/2 of the East 1/2 of the Southwest 1/4, all in Section 4, Town 20 North, Range 17 East, Village of Fox Crossing (formerly Town of Menasha), Winnebago County, Wisconsin, more particularly described as follows:
Commencing at the Southwest corner of said Section 4; thence South 89° 25' 12" East 1322.39 feet along the South line of the Southwest 1/4 of Section 4, said line also being the centerline of East Shady Lane; thence North 00° 29' 25" East 40.00 feet along the West line of the East 1/2 of the Southwest 1/4 of Section 4 to the Northerly right-of-way line of East Shady Lane, said point also being the point of beginning of lands to be described; thence continuing along said West line North 00° 29' 25" East 2606.07 feet to the North line of the Southwest 1/4 of Section 4; thence North 00° 32' 25" East 660.00 feet; thence South 89° 36' 32" East 661.73 feet; thence South 00° 31' 47" West 660.00 feet to the North line of the Southwest 1/4 of Section 4; thence South 00° 30' 16" West 2608.26 feet to the Northerly right-of-way line of East Shady Lane; thence North 89° 25' 12" West 334.92 feet along said Northerly right-of-way line; thence North 00° 27' 43" East 143.00 feet; thence North 89° 25' 12" West 100.00 feet; thence South 00° 27' 43" West 143.00 feet to the Northerly right-of-way line of East Shady Lane; thence North 89° 25' 12" West 226.29 feet along said right-of-way line to the point of beginning. EXCEPTING THEREFROM those portions previously dedicated for town road purposes as recorded April 22, 1994 as Document No. 873656.

For informational purposes only:

Property Address: 174-176 Gail Lane, 304-305 Stephanie Lane and 100-101 Gail Lane, Neenah, WI

Tax Key Number: 121-0126, 121-0128 and 121-0132



MOBILE HOME PARK APPLICATION

Village of Fox Crossing Clerk's Office
2000 Municipal Drive Neenah, WI 54956
E-mail: clerk@foxcrossingwi.gov

www.foxcrossingwi.gov | Phone: (920) 720-7103

Please carefully review the information below and remit license fee with completed application.
The license period begins August 1 and ends July 31 each year.

DATE OF APPLICATION: 6/4/2026

LICENSE FEE: \$200.00

\$100.00 per 50 spaces, or any fraction thereof, in any one mobile home park and \$10.00 for a license transfer.
Fees are due at the time of application.

APPLICATION TYPE: ☐ New ☒ Renewal ☐ License Transfer

Premise Information

In accordance with Village of Fox Crossing Municipal Code § 276 Mobile Homes and Mobile Home Parks.

Name of Corporation, LLC, Sole Proprietor, Partnership:

Harbor Lights WI MHC, LLC

Name of Licensed Premise:

Harbor Lights

Premise Address: Street City State Zip Code

960 Happy Valley Drive, Site 45, Menasha, WI 54952

Premise Phone:
(920) 997-1589

Premise Email:
licenses@rhp.com

Park Owner Information

Owner Name:

Harbor Lights WI MHC, LLC

Owner Phone:

(248) 626-0737

Owner Email:

licenses@rhp.com

Owner Home Address: Street City State Zip Code

31200 Northwestern Hwy, Farmington Hills MI 48334

On-Site Manager #1 Information

Manager Name:

Lisa Herbst

Manager Phone:

(920) 997-1589

Manager Email:

harborlights@rhp.com

Manager Home Address: Street City State Zip Code

960 Happy Valley Drive, Site 45, Menasha, WI 54952

On-Site Manager #2 Information (if applicable)

Manager Name:

Manager Phone:

Manager Email:

Manager Home Address: Street City State Zip Code

Required Attachments - Original and Renewal Applications

Please submit the following with your application:

- ☒ Current Surety Bond in the amount of \$2,000.000 (upon expiration, mail a current Continuation Certificate)
- ☒ Copy of Winnebago County Health Department License(s)
- ☒ Legal Description of Premises Upon Which Mobile Home Park is Located
- ☒ Copy of Mobile Home Park Plan mobile home park plan showing the following either existing or as proposed:
 - The size and utilization use for park purposes.
 - Roadways and driveways.
 - Location of units for mobile homes.

- Location and number of sanitary conveniences, including toilets, washrooms, laundries and utility rooms to be used by occupants of units.
- Method and plan of sewage disposal.
- Method and plan of garbage disposal.
- Plan for water supply.
- Plan for lighting of units and rubbish disposal.
- If the existing or proposed mobile home park is designed to serve nondependent mobile home units, such plans shall clearly set forth the location of all sewer and water pipes and connections.

Certification and Acknowledgment:

I, the undersigned applicant, licensee, corporation, partnership, or limited liability company operating the mobile home park, hereby apply for a Mobile Home Park License. By signing this application, I authorize the Village of Fox Crossing and its authorized representatives, including the Village Building Inspector, to conduct inspections of the mobile home park as necessary to determine compliance with applicable requirements.

I acknowledge and agree to comply with all applicable federal, state, county, and local laws, regulations, ordinances, building codes, fire codes, and health and safety requirements governing the ownership, operation, and maintenance of a mobile home park within the Village of Fox Crossing, Winnebago County, Wisconsin.

I agree to obtain and maintain all licenses, permits, and approvals required under Wisconsin law and to provide copies of such licenses and permits to the Village upon request. I understand that no Village Mobile Home Park License shall be issued until all required approvals and licenses from the Winnebago County Health Department, acting as agent for the State of Wisconsin, have been obtained and remain in good standing.

I certify that I have read, understand, and agree to comply with Chapter 276 of the Village of Fox Crossing Municipal Code relating to Mobile Homes and Mobile Home Parks.

I agree to indemnify, defend, and hold harmless the Village of Fox Crossing, its officers, employees, agents, and representatives from and against any and all claims, damages, liabilities, losses, costs, and expenses arising out of or related to activities conducted under the authority of this license, except to the extent caused by the negligence or misconduct of the Village.

I further certify that all information provided in this application and any supporting documentation is true, complete, and accurate to the best of my knowledge. I understand that the issuance or renewal of a license may be denied, suspended, or revoked for fraud, misrepresentation, omission of material information, false statements, delinquent obligations owed to the Village, or violations of applicable Village ordinances, Wisconsin Statutes, or other applicable laws.

By signing below, I acknowledge that I have read and understand the contents of this Certification and Acknowledgment and agree to be bound by its terms.

Harbor Lights WI MHC, LLC
By: Newbury Management Company, its authorized agent
By: Joel K. Brown, Authorized Agent

Owner/Applicant Name (Print): _____

Title: _____

Owner/ Applicant Signature: Joel Brown

Date: 6/4/2026

FOR OFFICE USE ONLY

Acct: 101-5100-440.01-05 Total Amount Paid: \$ 200.00 Receipt No. 20989
 Date Rec'd: 06/16/2026 BY: A. Lee
 Quantity of spaces: 96 License No. _____
 Finance: 06/16/2026 ☒ Approved ☐ Denied
 Building Official Inspection: 07/07/2026 ☒ Approved ☐ Denied
 Village Board Meet Date: 07/13/2026 ☐ Approved ☐ Denied



Travelers Casualty and Surety Company of America
Hartford, CT 06183

**CONTINUATION CERTIFICATE
FIDELITY OR SURETY BONDS/POLICIES**

License No. _____

In consideration of \$100.00 dollars renewal premium, the term of Bond/Policy No. 107711231 in the
amount of \$2,000.00, issued on behalf of Harbor Lights,
whose address is 31200 Northwestern Hwy, Farmington Hills, MI 48334,
in favor of Village of Fox Crossing,
whose address is 2000 Municipal Drive, NEENAH, WI 54956,
in connection with to operate a Manufactured Home Community is hereby extended to September 30, 2026,
subject to all covenants and conditions of said bond/policy.

This certificate is designed to extend only the term of the bond/policy. It does not increase the amount which may be payable thereunder. The aggregate liability of the Company under the said bond/policy together with this certificate shall be exactly the same as, and no greater than it would have been, if the said bond/policy had originally been written to expire on the date to which it is now being extended.

Signed, sealed and dated July 02, 2025



Travelers Casualty and Surety Company of America

By:

Bryce Grissom, Senior Vice President



**WINNEBAGO COUNTY HEALTH
DEPARTMENT**
**Environmental Health Food Safety and
Recreational Licensing Program**

License, Permit or Registration

The person, firm, or corporation whose name appears on this certificate has complied with the provisions of the Wisconsin statutes and is here by authorized to engage in the activity as indicated below.

ACTIVITY	EXPIRATION DATE	I.D. NUMBER
Manufactured Home Community 51-100 Sites, Sites: 96	30-Jun-2026	HGLD-CL3T8Z
LICENSEE MAILING ADDRESS	NOT TRANSFERABLE	
HARBOR LIGHTS WI MHC, LLC 31200 NORTHWESTERN HIGHWAY FARMINGTON HILLS MI 48334	BUSINESS / ESTABLISHMENT ADDRESS	
	HARBOR LIGHTS MENASHA MHC, LLC 960 HAPPY VALLEY DR MENASHA WI 54952	

The department may send out a renewal notice as a courtesy, but in the absence of a courtesy reminder it is the licensee that is responsible for remittance of the permit fee to the department before July 1st. All Permits expire on June 30th; it is the responsibility of the licensee to make sure all applicable fees are received by the department before July 1st or a late payment fee will be assessed.

If you do not receive a renewal form prior to June 30th from your licensing authority, you should send in your payment for renewing your permit to the following address:

**WINNEBAGO COUNTY HEALTH DEPARTMENT
112 OTTER AVE 2ND FLOOR
OSHKOSH, WI 54903-2808
(920)232-3000**

* Include the name of your facility and the ID number.

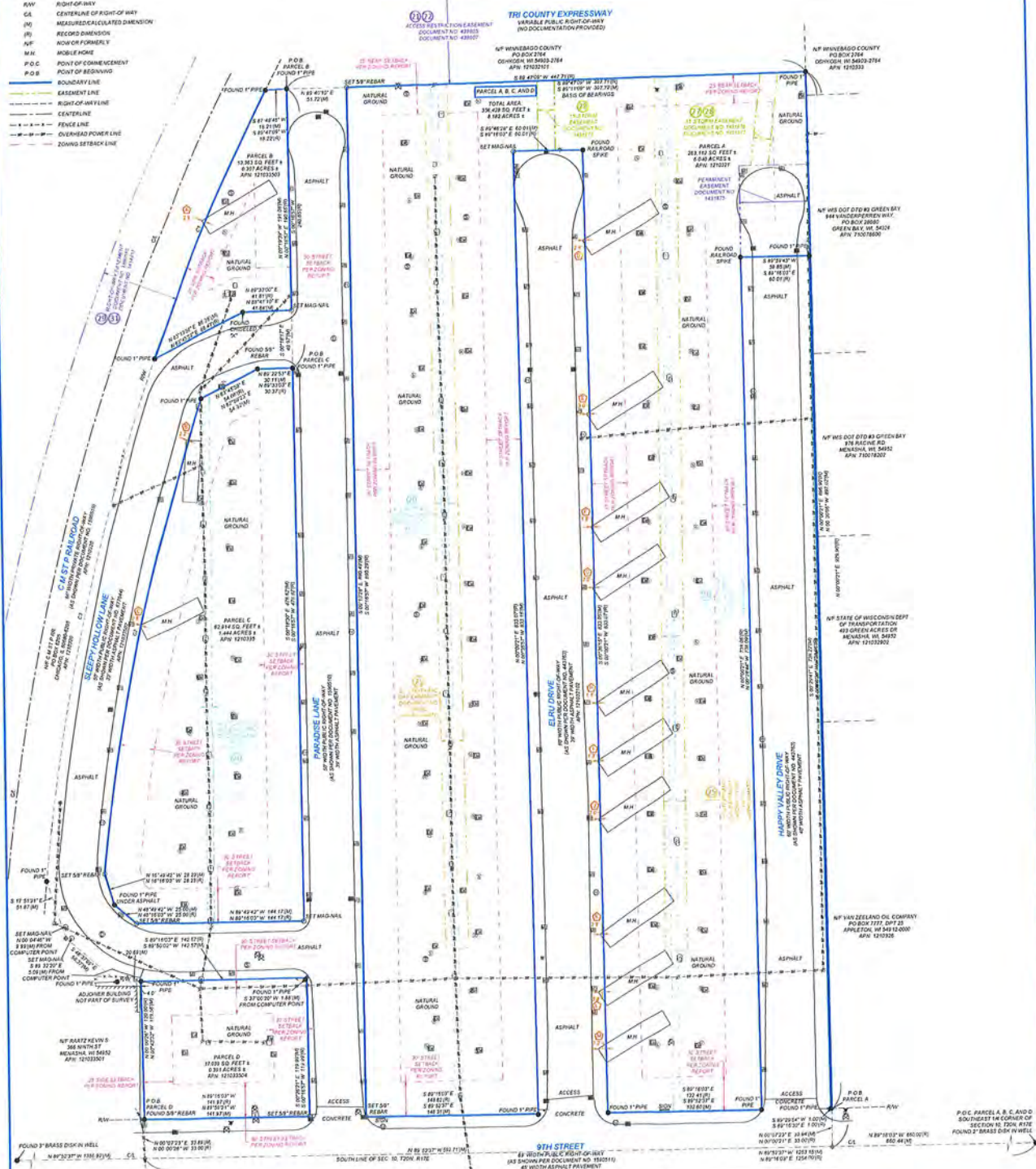
ALTA/NSPS LAND TITLE SURVEY

960 HAPPY VALLEY DRIVE
MENASHA, WISCONSIN 54952
WINNEBAGO COUNTY



LEGEND & SYMBOLS

- FOUND MONUMENT (SEE NOTES)
- SET MONUMENT (SEE NOTES)
- ⬢ COMPUTED POINT
- ✱ FIRE MONUMENT
- ⬢ LIGHT POLE
- ⬢ SANITARY MANHOLE
- ⬢ GAS METER
- ⬢ POWER POLE
- ⬢ ELECTRIC METER
- ⬢ TELEPHONE PEDESTAL
- ⬢ CABLE PEDESTAL
- ⬢ WATER VALVE
- ⬢ DRAIN GRATE
- ⬢ STORM MANHOLE
- ⬢ FUNK OPTIC VAULT
- ⬢ MAILBOX
- ⬢ UTILITY VAULT
- SON
- R/W
- RIGHT-OF-WAY
- CENTERLINE OF RIGHT-OF-WAY
- MEASURED/CALCULATED DIMENSION
- RECORD DIMENSION
- NOW OR FORMERLY
- M.H.
- POINT OF COMMENCEMENT
- P.O.C.
- BOUNDARY LINE
- EASEMENT LINE
- RIGHT-OF-WAY LINE
- CENTERLINE
- FENCE LINE
- OVERHEAD POWER LINE
- ZONING SETBACK LINE



CURVE TABLE

CURVE	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH	DELTA ANGLE	CURVE	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH	DELTA ANGLE
C1	175.80	231.00	N 33° 24' 42" E	230.00	77° 30' 00"	C2	175.80	231.00	N 33° 24' 42" E	230.00	77° 30' 00"
C3	175.80	231.00	N 33° 24' 42" E	230.00	77° 30' 00"	C4	175.80	231.00	N 33° 24' 42" E	230.00	77° 30' 00"
C5	175.80	231.00	N 33° 24' 42" E	230.00	77° 30' 00"	C6	175.80	231.00	N 33° 24' 42" E	230.00	77° 30' 00"

BLEW & ASSOCIATES, P.A.

3835 N. SHILOH DRIVE - FAYETTEVILLE, AR 72703
 EMAIL: SURVEY@BLEWPC.COM
 OFFICE: 479.441.8016 FAX: 479.582.1883
 EMAIL: SURVEY@BLEWPC.COM WWW.BLEWPC.COM

SURVEYOR JOB NUMBER: 20-3752	SURVEY DRAWN BY: BCK: 05065023
SURVEY REVIEWED BY: A	SHEET: 2 OF 3

LEGEND & SYMBOLS

- FOUND MONUMENT (SEE NOTES)
- SET MONUMENT (SEE NOTES)
- COMPUTED POINT
- ✕ FIRE MONUMENT
- LIGHT POLE
- SANITARY MANHOLE
- GAS METER
- ✕ POWER POLE
- ELECTRIC METER
- TELEPHONE PEDESTAL
- CABLE PEDESTAL
- WATER VALVE
- DRAIN GRATE
- STORM MANHOLE
- FLOOD OPENING VAULT
- AIRLOCK
- UTILITY VAULT
- SON
- RIGHT-OF-WAY
- CL CENTERLINE OF RIGHT-OF-WAY
- MEASURED/CALCULATED DIMENSION
- (W) RECORD DIMENSION
- NP ROW OF FORESTRY
- MH MONUMENT HOME
- POINT OF COMMENCEMENT
- P.O.B. POINT OF BEGINNING
- BOUNDARY LINE
- EASEMENT LINE
- RIGHT-OF-WAY LINE
- CENTERLINE
- FENCE LINE
- OVERLAP POWER LINE
- ZONING SETBACK LINE

ALTA/NSPS LAND TITLE SURVEY

960 HAPPY VALLEY DRIVE
MENASHA, WISCONSIN 54952
WINNEBAGO COUNTY



CURVE TABLE

CURVE	ARC LENGTH	CHORD BEARING	CHORD LENGTH	DELTA ANGLE	CURVE	ARC LENGTH	CHORD BEARING	CHORD LENGTH	DELTA ANGLE
C1	10.16 332.4°	N 21° 32' 41" E	230.81 0°	73° 41'	C2	10.16 332.4°	N 21° 32' 41" E	230.81 0°	73° 41'
C3	10.16 332.4°	N 21° 32' 41" E	230.81 0°	73° 41'	C4	10.16 332.4°	N 21° 32' 41" E	230.81 0°	73° 41'
C5	10.16 332.4°	N 21° 32' 41" E	230.81 0°	73° 41'	C6	10.16 332.4°	N 21° 32' 41" E	230.81 0°	73° 41'

BLEW & ASSOCIATES, P.A.
Surveying
Engineering
Mapping

3825 N. SHILOH DRIVE - EVANSTON, IL 60120
OFFICE: 478.681.8500 FAX: 478.582.1883
EMAIL: SURVEY@BLEWAPCA.COM WWW.BLEWAPCA.COM

SURVEYOR JOB NUMBER: 23-3752
SURVEYOR DRAWN BY: MEK-05/2022
SURVEY REVIEWED BY: A
SHEET: 2 OF 3

File Number NCT22011964-34

Revision Number 07/01/2022

EXHIBIT A

Parcel A:

Part of the West 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 10, Township 20 North, Range 17 East, in the Village of Fox Crossing, formerly in the Town of Menasha, Winnebago County, Wisconsin, described as follows: Commencing at the Southeast corner of said Section 10; thence North 89° 16' 03" West, (previously recorded as South 89° 33' West) along the South line of said Southeast 1/4, a distance of 660.00 feet; thence North 00° 00' 21" East, along the West line of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of said Section 10, a distance of 33.00 feet to the point of beginning; thence continuing North 00° 00' 21" East, along the West line of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of said Section, a distance of 896.90 feet; thence South 89° 47' 09" West, along the South line of the "Tri-County Expressway", 397.71 feet; thence South 00° 16' 57" West along the East line of Paradise Lane, 890.29 feet; thence South 89° 16' 03" East, along the North line of Ninth Street, 148.62 feet; thence North 00° 00' 21" East, along the West line of Elru Drive, 833.07 feet; thence South 89° 16' 03" East, along the North line of Elru Drive, 60.01 feet; thence South 00° 00' 21" West, along the East line of Elru Drive, 833.07 feet; thence South 89° 16' 03" East, along the North line of Ninth Street, 132.41 feet; thence North 00° 00' 21" East, along the West line of Happy Valley Road, 738.06 feet; thence South 89° 16' 03" East, along the North line of Happy Valley Road, 60.01 feet; thence South 00° 00' 21" West, along the East line of Happy Valley Road, 738.06 feet; thence South 89° 16' 30" East, along the North line of Ninth Street, 1.00 feet to the point of beginning.

Parcel B:

That part of the West 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 10, Township 20 North, Range 17 East, in the Village of Fox Crossing, formerly in the Town of Menasha, Winnebago County, Wisconsin, described as follows: Commencing at the Southeast corner of said Section 10; thence North 89° 16' 03" West, (previously recorded as South 89° 33' West) along the South line of said Southeast 1/4, a distance of 660.00 feet; thence North 00° 00' 21" East, along the West line of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of said Section 10, a distance of 929.90 feet; thence South 89° 47' 09" West, along the South line of the "Tri-County Expressway" 447.71 feet to the point of beginning; thence continuing South 89° 47' 09" West, along the South line of the "Tri-County Expressway" 18.22 feet; thence along the East line of the Wisconsin Central Railroad, 251.03 feet on an arc of curve to the left having a radius of 1876.86 feet, and whose chord bears South 24° 00' 57" West, 250.84 feet; thence North 63° 45' 59" East, along the Northerly line of Sleepy Hollow Drive, 86.47 feet; thence North 89° 33' 00" East, along the North line of Sleepy Hollow Drive, 41.81 feet; thence North 00° 16' 57" East, along the West line of Paradise Lane, 190.65 feet to the point of beginning.

Parcel C:

Part of the West 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 10, Township 20 North, Range 17 East, in the Village of Fox Crossing, formerly in the Town of Menasha, Winnebago County, Wisconsin, described as follows: Commencing at the Southeast corner of said Section 10; thence North 89° 16' 03" West, (previously recorded as South 89° 33' West) along the South line of said Southeast 1/4, a distance of 660.00 feet; thence North 00° 00' 21" East, along the West line of the East 1/2 of the Southeast 1/4 of the Southeast 1/4 of said Section 10, a distance of 929.90 feet; thence South 89° 47' 09" West, along the South line of the "Tri-County Expressway" 447.71 feet; thence South 00° 16' 57" West, along the West line of Paradise Lane 240.65 feet to the point of beginning; thence continuing South 00° 16' 57" West, along the West line of Paradise Lane, 478.82 feet; thence North 89° 16' 03" West, along the North line of Sleepy Hollow Drive 144.17 feet; thence North 48° 16' 03" West, along the Easterly line of Sleepy Hollow Drive 25.00 feet; thence North 16° 16' 03" West, along the Easterly line of Sleepy Hollow Drive, 28.23 feet; thence along the Easterly line of Sleepy Hollow Drive 420.74 feet on an arc of a curve to the right having a radius of 1826.86 feet, and whose chord bears North 12° 58' 15" East, 419.82 feet; thence North 63° 45' 59" East, along the Southerly line of Sleepy Hollow Drive, 54.06 feet; thence North 89° 33' 03" East, along the South line of Sleepy Hollow Lane 30.37 feet to the point of beginning.

Parcel D:

Part of the West 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 10, Township 20 North, Range 17 East, in the Village of Fox Crossing, formerly in the Town of Menasha, Winnebago County, Wisconsin, described as follows: Commencing at the Southeast 1/4 corner of said Section 10; thence North 89° 16' 03" West, (previously recorded as South 89° 33' West) along the South line of said Southeast 1/4, a distance of 1254.00 feet; thence North 00° 00' 26" West, 33.00 feet to the point of beginning; thence continuing North 00° 00' 26" West, 120.00 feet; thence South 89° 16' 03" East, along the South line of Sleepy Hollow Drive, 142.57 feet; thence South 00° 16' 57" West, along the West line of Paradise

File Number NCT22011964-34

Revision Number 07/01/2022

Lane 119.99 feet; thence North 89° 16' 03" West, along the North line of Ninth Street, 141.97 feet to the point of beginning.

For informational purposes only:

Property Address: 903 Paradise Lane, 1010 Paradise Lane, 927 Sleepy Hollow Lane and 920 Sleepy Hollow Lane, Menasha, WI 54952

Tax Key Number: 121-0321 (Parcel A), 121-0335-03 (Parcel B), 121-0335 (Parcel C) and 121-0335-04 (Parcel D)

PROFORMA

License Fees: **\$100**

FOR OFFICE USE ONLY

Date Rec'd **07 02 2026**Receipt No. **22503**TOTAL AMOUNT PAID **\$100****VILLAGE OF FOX CROSSING - MOBILE HOME PARK APPLICATION**

Please review the information below and remit license fee with completed application. The license period begins August 1 and ends July 31 each year.

FEES: \$100.00 per 50 spaces or any fraction thereof, in any one mobile home park. \$10.00 for license transfer.
Fees are due at time of application. **DUE BY JULY 1**

APPLICATION TYPE: ☐ New ☒ Renewal ☐ License Transfer

Name of Licensed Premise: Jim's Friendly Village

Address of Licensed Premise: 370 Ninth St. Menasha, WI 54952-2293

Business Telephone Number: 414-870-9400 Email Address: ascheifen@gvhinc.net

ON-SITE MANAGER

Name Douglas Gerlach Address 982 Easy Street Phone 920-450-9155

Name _____ Address _____ Phone _____

PARK OWNER

Name Jim's Friendly Village LLC Address 8989 N. Port Washington Rd Phone 262-648-9990

Sewage disposal provided by: ☒ Fox Crossing Utilities Suite #239
Bayside, WI 53217

Water supplied by: ☒ Fox Crossing Utilities

Garbage/recycling disposal contract hauler: (Village of Fox Crossing) Harter's Disposal

This application, whether new, renewal, or transfer, shall be accompanied by:

1. Current **Surety Bond** in the amount of \$2,000.00 (upon expiration, re-mail a current Continuation Certificate)
2. Evidence in writing that Mobile Home Park has obtained ALL licenses required pursuant to WI Statutes from the State of Wisconsin for the purpose of obtaining a Mobile Home Park License. No Village license shall be issued until all appropriate licensing from Winnebago County Health Dept., agent for the State of Wisconsin, has been obtained (please provide **copy of Winnebago County Health Department Permit** along with this application).
3. **Legal description** of premises upon which Mobile Home Park is located
4. **Copy of the Mobile Home Park Plan** showing the following:
 - Extent and area of the Mobile Home Park
 - Location of roadways and driveways
 - Location of units for mobile homes
 - Location and number of sanitary conveniences and other park facilities (if applicable)
 - Lighting (planned and existing)
 - Sewer and water pipes, sizes and connections, if park serves nondependent units (units equipped with complete bath and toilet facilities, all furniture, cooking, heating, appliances and complete year-round facilities)
 - Schedule of Development (if park is still under development)

I understand and agree to comply with all applicable State and local Building and Fire Codes in conjunction with the ownership and operation of a Mobile Home Park in the Village of Fox Crossing, Winnebago County, Wisconsin.

Owner Signature [Signature]

Date 6/23/2026

Building Inspection Approved 05/15/2026 by L. Fischenich
Finance Approved 07/06/2026 by C. Reschke



Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Larry Kasten of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One MOBILE HOME PARK OPERATOR TOWN OF MENASHA

bond with bond number 43231364

for JIM'S FRIENDLY VILLAGE, LLC

as Principal in the penalty amount not to exceed: \$2,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President Larry Kasten with the corporate seal affixed this 10th day of December, 2025.

ATTEST

L. Bauder

L. Bauder, Assistant Secretary

WESTERN SURETY COMPANY

By

Larry Kasten

Larry Kasten, Vice President

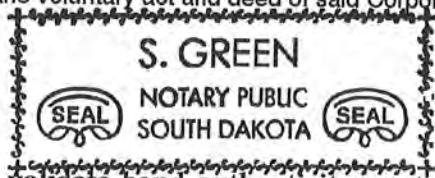
STATE OF SOUTH DAKOTA

COUNTY OF MINNEHAHA

ss

On this 10th day of December, 2025, before me, a Notary Public, personally appeared Larry Kasten and L. Bauder

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



S. Green

Notary Public

My Commission Expires February 12, 2027

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.





**WINNEBAGO COUNTY HEALTH
DEPARTMENT**
**Environmental Health Food Safety and
Recreational Licensing Program**

License, Permit or Registration

The person, firm, or corporation whose name appears on this certificate has complied with the provisions of the Wisconsin statutes and is here by authorized to engage in the activity as indicated below.

ACTIVITY Manufactured Home Community 21-50 Sites, Sites: 26	EXPIRATION DATE 30-Jun-2027	I.D. NUMBER SBAR-9FNSYK
LICENSEE MAILING ADDRESS GREAT VALUE HOMES INC. 8989 N PORT WASHINGTON RD 239 BAYSIDE WI 53217-1633	NOT TRANSFERABLE	BUSINESS / ESTABLISHMENT ADDRESS RIVERWOOD VILLAGE 370 NINTH ST MENASHA WI 54952

The department may send out a renewal notice as a courtesy, but in the absence of a courtesy reminder it is the licensee that is responsible for remittance of the permit fee to the department before July 1st. All Permits expire on June 30th; it is the responsibility of the licensee to make sure all applicable fees are received by the department before July 1st or a late payment fee will be assessed.

If you do not receive a renewal form prior to June 30th from your licensing authority, you should send in your payment for renewing your permit to the following address:

WINNEBAGO COUNTY HEALTH DEPARTMENT
112 OTTER AVE 2ND FLOOR
OSHKOSH, WI 54903-2808
(920)232-3000

* Include the name of your facility and the ID number.

Legal Description

*Jim's Grandly Village
Manufactured Home Community*

Lots Two (2) and Three (3), Certified Survey Map No. 5986 filed in the Office of the Register of Deeds for Winnebago County, Wisconsin on October 16, 2006, in Volume I on Page 5986, as Document No. 1414406, being a redivision of Lots 1 and 2, CSM 1936 and part of Government Lot 4, of Section Ten (10), Township Twenty (20) North, Range Seventeen (17) East, Town of Menasha, Winnebago County, Wisconsin. *4.922 Acres*

CERTIFIED SURVEY MAP NO.

Lots 1 and 2, Certified Survey Map No. 1836 and part of Government Lot 4 of Section 10, Town 20 North, Range 17 East, Town of Menasha, Winnebago County, Wisconsin

Survey for:
Jim Schultz
370 Ninth Street
Menasha, WI 54952

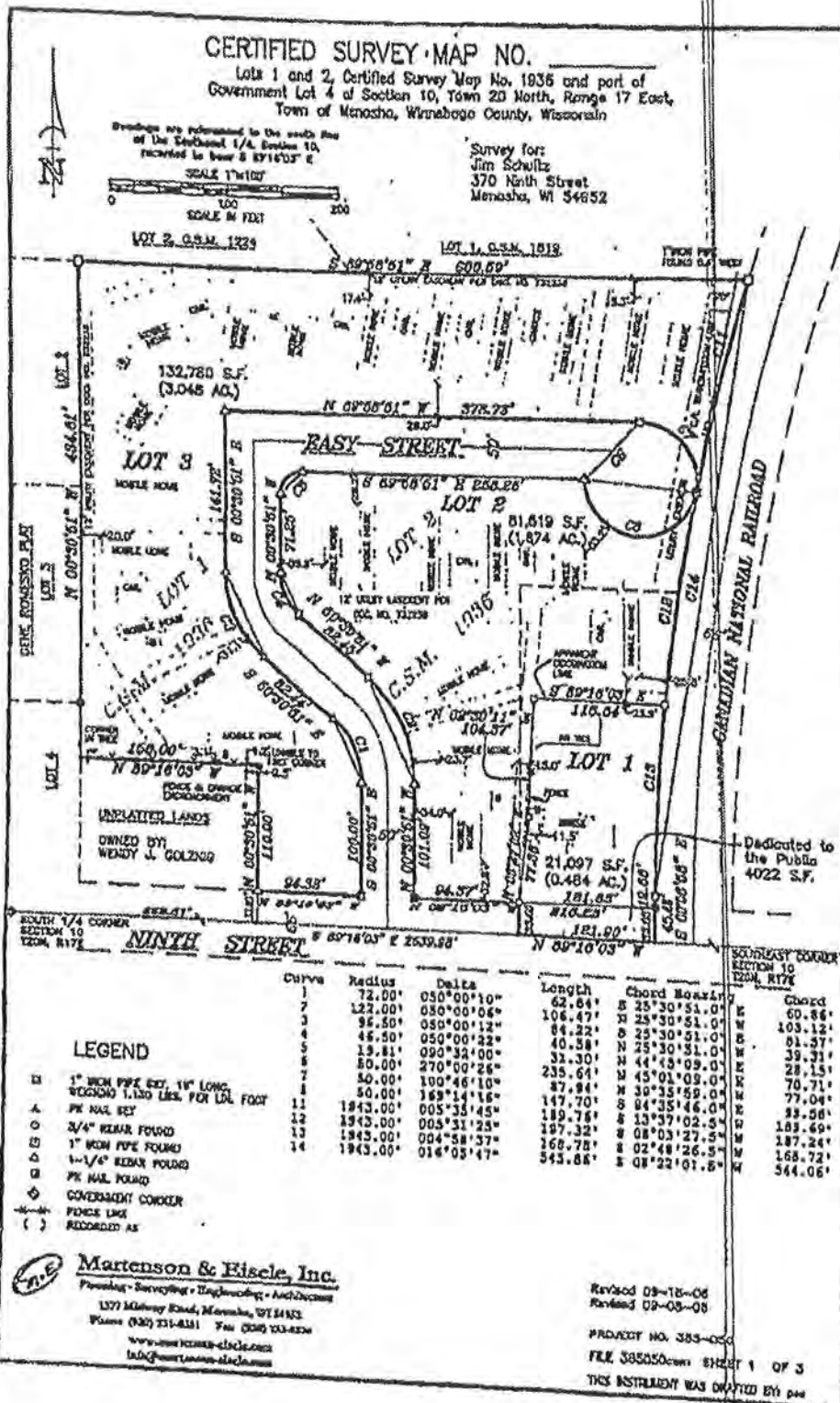
Boundaries are referenced to the south line of the Southeast 1/4, Section 10, recorded to Book 8 871605 E

SCALE 1"=100'

SCALE IN FEET

LOT 2, C.S.M. 1829

LOT 1, C.S.M. 1818



RES #260713-2

OPERATOR LICENSE APPLICANTS

WHEREAS, the operator license applicants for the upcoming two-year term, listed below, have made proper application with the Village Clerk's Office; and

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

Jitendrakumar Patil – Approved
Jennifer Patil – Approved
Prerana Ghimire – Approved
Janis Johnson – Approved
Monica Muller – Approved
Jatinder Singh – Approved
Anatoliy Rusnak – Approved
James Ehlenfeldt – Approved

Molly Greenwood - Approved
Tia Cuffman – Approved
Wayne Meetz – Approved
Molly Greenwood – Approved
Scott Pasch – Approved
Serina Horner – Approved
Tami Morrow – 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, 2026 - June 30, 2028.

Adopted this 13th day of July, 2026

Requested by: Tim Callan, Police Chief & Chantel M. Jaenke, Village Clerk

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Chantel M. Jaenke, Village Clerk

RES #260713-3

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$1,527,805.45

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

Pending:	
General Fund	\$ 114,216.40
Special Revenue Fund	\$ 66,095.51
Debt Fund	\$ -
Capital Projects Fund	\$ 217,930.78
Water Fund	\$ 63,073.07
Sewer Fund	\$ 13,104.77
Stormwater Fund	\$ 61,835.68
Trust & Agency Fund	\$ -
Special Processed Payments	\$ 991,549.24
Total:	<u>\$ 1,527,805.45</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 July, 2026.

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

Dale A. Youngquist, Village President

Attest: Chantel M. Jaenke, Village Clerk

VILLAGE OF FOX CROSSING
2000 Municipal Drive
Neenah, WI 54956

EXPENDITURE SUMMARY

For Accounts Payable Period Ending: July 7, 2026
For Village Board Meeting of: July 13, 2026

REGULAR PROCESSED CHECKS		AMOUNT
General Fund		\$114,216.40
Special Revenue Funds		\$66,095.51
Debt Fund		\$0.00
Capital Projects Fund		\$217,930.78
Water Fund		\$63,073.07
Sewer Fund		\$13,104.77
Stormwater Fund		\$61,835.68
Trust & Agency Fund		\$0.00
Total Bills for		<u>\$536,256.21</u>

SPECIAL PROCESSED PAYMENTS

CHECK #	PAYEE		DEPT. /PURPOSE	AMOUNT
	Village Specials	6/17-7/7/2026	**See Attached Listing**	\$231,395.57
ACH	Employee Benefits Corp	6/22-6/30/2026	Flex Spending Claims	\$3,354.24
ACH	ETF	6/18/2026	Retirement	\$104,217.04
ACH	North Shore	6/18/2026	Deferred Comp	\$1,350.00
ACH	Empower	6/18/2026	Deferred Comp	\$10,288.26
ACH	North Shore	7/2/2026	Deferred Comp	\$1,250.00
ACH	Empower	7/2/2026	Deferred Comp	\$10,174.21
57135-57142	Payroll	6/18/2026	Payroll	\$2,418.41
ACH	Payroll	6/18/2026	Payroll	\$212,020.06
ACH	Payroll	6/18/2026	Taxes	\$85,232.53
57298-57299	Payroll	7/2/2026	Payroll	\$831.96
ACH	Payroll	7/2/2026	Payroll	\$207,224.89
ACH	Payroll	7/2/2026	Taxes	\$121,792.07
Total Special Processed Payments				<u><u>\$991,549.24</u></u>
GRAND TOTAL				<u><u>\$1,527,805.45</u></u>