Village of Fox Crossing Board of Trustees Regular Meeting
Monday, October 26, 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**
3. **Minutes to Approve/ Minutes and Correspondence to Receive**
   Minutes to Approve
   a) Regular Village Board Meeting – October 12, 2026
   Minutes and Correspondence to Receive
   b) Park Commission Meeting Minutes – September 9, 2026
   c) Planning Commission Meeting Minutes – September 16, 2026
   d) Water Main Breaks Report – September 2026
   e) Water Pumpage Report – September 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) 261026-1:ORD Amend Fox Crossing Municipal Code Chapter §388 Comprehensive Plan – Amend Future Land Use Map for 401 & 555 North Lake Street (Parcels #12105870101, #1210491, & #1210587) from Industrial to Neighborhood Mixed Use *First Reading*
   b) 261026-2:ORD Amend Fox Crossing Municipal Code Chapter §435 Zoning Ordinance – Rezone 401 North Lake Street (Parcel #12105870101) from I-2 Heavy Industrial District, & 555 North Lake Street (Parcels #1210491 and #1210587) from R-3 Suburban Medium Density District to M-1 Mixed Use District *First Reading*
   c) 261026-1 2026 Budget Amendment to Provide Funds for the Replacement of Storage Area Networks (SANs), Host Servers, and the Hypervisor Software for the Information Technology Department
   d) 261026-2 Change Order #1 – Schildt Park Renovation Project and Schildt Stormwater Pond Construction Project
   e) 261026-3 Special Event License – Mega Motorworks First Annual Trunk or Treat and Costume Contest Held October 31, 2026
   f) 261026-4 Operator License Applicants
   g) 261026-5 Expenditures
8. **Reports**
   a) Village President Youngquist – 2027 Village of Fox Crossing Budget Public Hearing to be held Monday, November 23, 2026 at 5:00 p.m. in the Arden Tews Assembly Room of the Village Municipal Complex, 2000 Municipal Drive
   b) Village Clerk Chantel Jaenke
      - In-person Absentee Voting for the November 3 Gubernatorial Election Continues through Friday, October 30, 2026; Voting Hours are Monday through Friday from 8:00 a.m. to 4:30 p.m. from October 20 to October 29, and then from 8:00 a.m. to 5:00 p.m. on Friday, October 30, 2026
      - November Gubernatorial Election will be held Tuesday, November 3, 2026 with Polls Open from 7:00 a.m. to 8:00 p.m.
   c) Police Chief Tim Callan – Annual Trick-or-Trick Hours in the Village – October 31, 2026 from 4:00 p.m. to 7:00 p.m.
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 Minutes
Monday, October 12, 2026 – 6:00 p.m.
Municipal Complex – Arden Tews Assembly Room
2000 Municipal Drive, Neenah WI 54956

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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 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, Street Superintendent Brian Bauer, and Attorney Andrew Rossmeissl.
Excused: Trustee Michael Van Dyke, Trustee Barb Hanson, Engineer Zach Laabs, and Engineer Lee Reibold.
Public Attendance: One individual was present.

2. Awards / Presentations

None.

3. Minutes to Approve / Minutes and Correspondence to Receive

Minutes to Approve

a) Regular Village Board Meeting – September 28, 2026

Minutes and Correspondence to Receive

b) Water Main Breaks Report – July 2026
c) Water Pumpage Report – July 2026
d) Water Main Breaks Report – August 2026
e) Water Pumpage Report – August 2026

Motion: Trustee Swiertz, seconded by Trustee McQuillan, 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

None.

5. Discussion Items

None.

6. Unfinished Business

None.

7. New Business-Resolutions/Ordinances/Policies

a) 261012-1 Issue Class "A"/"Class A" Beer and Liquor License Application & Appointment of Agent for Sarpanch American Dr INC d/b/a 2675 American Dr

Motion: Trustee McQuillan, seconded by Trustee Raddatz, to approve the issuance of the Class "A"/"Class A" Beer and Liquor License and Appointment of Agent for Sarpanch American Dr INC d/b/a 2675 American Dr, as presented.

Vote: Motion carried unanimously.

b) 261012-2 Issue Cigarette, Electronic Vaping Device, and Tobacco License Application & Appointment of Agent for Sarpanch American Dr INC d/b/a 2675 American Dr
Motion: Trustee Koeppe, seconded by Trustee McQuillan, to approve the issuance of the Cigarette, Electronic Vaping Device, and Tobacco License Application and Appointment of Agent for Sarpanch American Dr INC d/b/a 2675 American Dr, as presented.
Vote: Motion carried unanimously.

c) 261012-3 Operator License Applicants
Motion: Trustee Swiertz, seconded by Trustee McQuillan, to approve the Operator License Applicants, as presented.
Vote: Motion carried unanimously.

d) 260928-5 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 Youngquist

- Announcement of Budget Workshop Dates
  President Youngquist announced the remaining dates and times for the 2027 Budget Workshops:
  Budget Workshop #2: Monday, October 12, 5:00–9:00 p.m.
  Budget Workshop #3: Monday, October 19, 5:00–9:00 p.m.
  Budget Workshop #4: Monday, October 26, 5:00–9:00 p.m.

- 2027 Village of Fox Crossing Budget Public Hearing to be held Monday, November 23, 2026 at 5:00 p.m. in the Arden Tews Assembly Room of the Village Municipal Complex, 2000 Municipal Drive
  President Youngquist announced that the 2027 Village of Fox Crossing Budget Public Hearing will be held on Monday, November 23, 2026, at 5:00 p.m. in the Arden Tews Assembly Room.

b) Village Clerk Chantel Jaenke – In-person Absentee Voting for the November 3 Gubernatorial Election begins Tuesday, October 20 through Friday, October 30, 2026; Voting Hours are Monday through Friday from 8:00 a.m. to 4:30 p.m. from October 20 to October 29, and then from 8:00 a.m. to 5:00 p.m. on Friday, October 30, 2026

9. Closed Session

None.

10. Adjourn

Motion: Trustee McQuillan, seconded by Trustee Swiertz to adjourn at 6:11 p.m.
Vote: Motion carried unanimously.

Respectfully submitted,

Chantel M Jaenke

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
BRIDGING THE FOX CITIES

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 9 , 2026**

Park Commissioners Present: Lacie Callan, Jordyn Kurer, Kathy Sylvester, Matt Werner, Jill Rasmussen, Jean Wollerman
Excused: Suneer Patel
Staff Present: Director Amanda Geiser

* *

The Commission meeting was held at the Municipal Complex, 2000 Municipal Dr., Neenah, and was called to order by Commissioner Kurer 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 12, 2026, regular meeting minutes. Commissioner Sylvester motioned to accept the minutes, seconded by Commissioner Callan. Commissioner Werner abstained. Motion carried. The expenditures were reviewed and accepted.

PUBLIC FORUM

- None

DISCUSSION/PRESENTATION

A. **2027-2031 Comprehensive Outdoor Recreation Plan:** Chris Silewski from Ayres Associates presented an update on the Comprehensive Outdoor Recreation Plan (CORP). Mr. Silewski reviewed findings from the online survey, community input events, and park site evaluations conducted by Ayres staff.

   Mr. Silewski explained that the CORP is intended to serve as a planning tool and guide for future decision-making, rather than a set of fixed commitments. The analysis of the Village's park system identified Fritse Park, O'Hauser Park, Fritsch Park, and Wittmann Park as strong park anchors. Wittmann Park received the highest score on the park usability index.

   Commissioners asked Mr. Silewski questions regarding several topics, including open spaces that were noted to feel unwelcoming to visitors, potential facility and operational deficiencies, and recommendations for serving teenage and adult populations that are not currently being adequately addressed through existing programming.

B. **Discount Ticket Summary:** Director Geiser reviewed the 2026 discount ticket program sales and discussed the comparison to last year's figures. Overall, it was a strong year in sales with a total of 864 tickets sold. It was noted that the department receives $1.00 for every ticket that is sold through the program.

REPORTS

A. **Park Report:** Accepted as written.
B. **Recreation Report:** Accepted as written.
C. **Director Report:** Accepted as given.
D. **Commissioner Reports:**
   - **Commissioner Callan:** No report.
   - **Commissioner Kurer:** No report
   - **Commissioner Werner:** No report.
   - **Commissioner Rasmussen:** No report.

- **Commissioner Sylvester:** No report.
- **Commissioner Patel:** Excused.
- **Commissioner Wollerman:** No report.

OLD BUSINESS

- None

NEW BUSINESS

A. **Wittmann Park Use Request – YMCA Fox Cities:** *Commissioner Sylvester made a motion to approve the Wittmann Park Facility Use Agreement with the YMCA of the Fox Cities as submitted. Commissioner Rasmussen seconded the motion.*

Director Geiser reviewed the proposed Wittmann Park Use Agreement with the YMCA of the Fox Cities that would go into effect January 1, 2027. The agreement details all stipulations related to the YMCA running their day camp program at Wittmann Park in 2027.

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

B. **Fritsch Park Use Request – St Joe's Program Run/Walk:** *Commissioner Callan made a motion to approve the Fritsch Park Use Request made by the St. Joe's Program Run/Walk. Commissioner Sylvester seconded the motion.*

St. Joe's Program has requested to use a portion of Fritsch Park for the annual run/walk event on Saturday, October 3. Staff recommended approval of the submitted route, so long as the route stays on the exterior trail around the outside portion of Fritsch Park. St. Joe's has been asked to provide a Certificate of Liability Insurance before the event takes place.

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

CORRESPONDENCE

- **Withheld Security Deposit:** The Commission reviewed a letter that was recently sent to a rental party which took place at the O'Hauser Park north pavilion. The letter detailed a withholding amount of a portion of their security deposit.

ADJOURNMENT

Commissioner Sylvester motioned, seconded by Commissioner Rassmussen, to adjourn the Park Commission meeting at 7:30PM. Motion carried unanimously.

The next Commission meeting is scheduled for October 14, 2026, at the Municipal Complex, 2000 Municipal Drive, Neenah, at 6:00PM.

Sincerely,

Jordyn Kurer
Chairperson - Village of Fox Crossing Park Commission

VILLAGE OF FOX CROSSING
PLANNING COMMISION MEETING
Municipal Complex – Arden Tews Assembly Room
Wednesday, September 16, 2026
at 5:15 PM

Minutes

CALL TO ORDER

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

PRESENT:	Chairperson:	Mr. Dennis Jochman
	Commissioners:	Mr. Morris Cox
		Mr. Thomas Willecke
		Mr. Michael Scheibe
		Ms. Tracy Romzek
		Mr. Michael Prince
		Mr. Tom Young
EXCUSED:		NONE
	Staff:	Community Development Director George Dearborn
		Associate Planner Daniel Dieck
		Village Manager Jeff Sturgell
	Others:	6 others present

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – August 19, 2026

MOTION: Mr. Willecke, seconded by Mr. Cox to approve the meeting minutes of August 19, 2026, with one correction: the motion approving the minutes was carried **7-0**. Motion carried 7-0-0

PUBLIC HEARING

1. **Public Hearing – Preliminary Plat Chester Fields – 985 Irish Road – Parcel 1210518**

   MOTION: Mr. Cox, seconded by Mr. Scheibe to open the public hearing.
   Motion carried 7-0-0

   Director Dearborn presented the proposed preliminary plat for the Chester Fields subdivision at 985 Irish Road. He explained that the proposed development does not include a road connection to Symphony Boulevard. Water and sanitary sewer service are proposed through an easement from Symphony Boulevard, including a water-main loop. Staff expressed concern that the proposed cul-de-sac configuration would not preserve a future road connection for the remaining property. Staff recommended denial as submitted because the plat did not provide a future roadway connection or reservation consistent with subdivision-planning objectives.

   Public Comments

Paul Freiburg, 1721 Elk Trail - asked about stormwater management and the existing pond/wet area near the proposed development.

Director Dearborn explained that the developer must submit a stormwater-management plan, which is reviewed by the Village's engineering consultant, and that the development must manage stormwater on site without directing runoff into neighboring subdivisions.

John Davel, Davel Engineering, representing the developer - stated that stormwater would be directed southeast and that the stormwater plan had been reviewed and approved by the Village engineer. He stated that the proposed plat meets lot-size and cul-de-sac requirements. He explained that the property owner wished to retain privacy around the existing residence near Symphony Boulevard and did not support extending the roadway through the property. Mr. Davel noted that sanitary sewer and water would be extended through the property, with sewer service provided by gravity because the proposed duplexes would be slab-on-grade structures without basements.

Commission discussion considered whether Lot 6 could be eliminated or redesigned so the roadway could be extended in the future. Staff indicated that preserving an unplatted area or roadway stub to the property line would allow a potential future connection while avoiding an immediate requirement to construct the connection.

The Chair called three times for additional public comment. No additional comments were offered.

MOTION: Mr. Cox, seconded by Mr. Scheibe to close the public hearing. Motion carried 7-0-0

OLD BUSINESS

NONE

NEW BUSINESS

1. **Preliminary Plat Chester Fields – 985 Irish Road – Parcel 1210518**
   Director Dearborn reiterated that staff could support a revised preliminary plat if it provides for a future roadway connection, including elimination or modification of Lot 6 to preserve the ability to extend the proposed road toward Symphony Boulevard.

   Commission members discussed the importance of maintaining long-term development options for the larger property, including future roadway and utility connections.

   MOTION: Mr. Scheibe, seconded by Ms. Romzek to postpone action on the preliminary plat until the next meeting to allow staff, the developer, and the project engineer to revise the plan.

   Motion carried 7-0-0

2. **Zoning Code Update**
   Director Dearborn provided a status update on the Village's zoning code project. He reported that:
   • Laurie Miller is no longer with the consulting firm; Steven Templet will serve as the new primary consultant contact.
   • The project website remains available for public information and comments.
   • A future public-input event is anticipated during the code diagnostics and direction phase.
   • The project schedule anticipates Planning Commission review in April 2027, potential Village Board action in May 2027, and final adoption in June 2027.

- The update will consider ways to simplify the zoning code and address residential development challenges, including housing affordability, setbacks, and development standards.

The Commission emphasized the importance of simplifying the zoning code where feasible.

OTHER BUSINESS

Development Activity Report

Director Dearborn reviewed the August development activity report. For 2026 to date, the Village had recorded five single-family units, no duplex units, and five multifamily units.
Director Dearborn noted that two small commercial projects had been approved and that two subdivisions were progressing with earthwork and utility installation. He also discussed continuing challenges associated with construction costs and housing affordability.

COMMUNICATIONS

Sustainability Committee

Director Dearborn reported on Sustainability Committee activities, including:
- Continued support for the Village community gardens and recognition of significant demand for garden plots.
- Preparation of a recycling sticker/decal for placement on recycling containers.
- Consideration of dark-sky practices and reduced lighting levels as part of the zoning-code update.
- An electronic recycling event scheduled for Saturday, October 10, 2026, from 8:00 a.m. to noon.

PUBLIC FORUM

No additional public comments were presented.

ADJOURN

At 5:56 p.m., **MOTION:** Mr. Scheibe, seconded by Mr. Cox to adjourn. Motion carried 7-0-0

Respectfully submitted,

Dan Dieck
Associate Planner

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FOX CROSSING UTILITIES

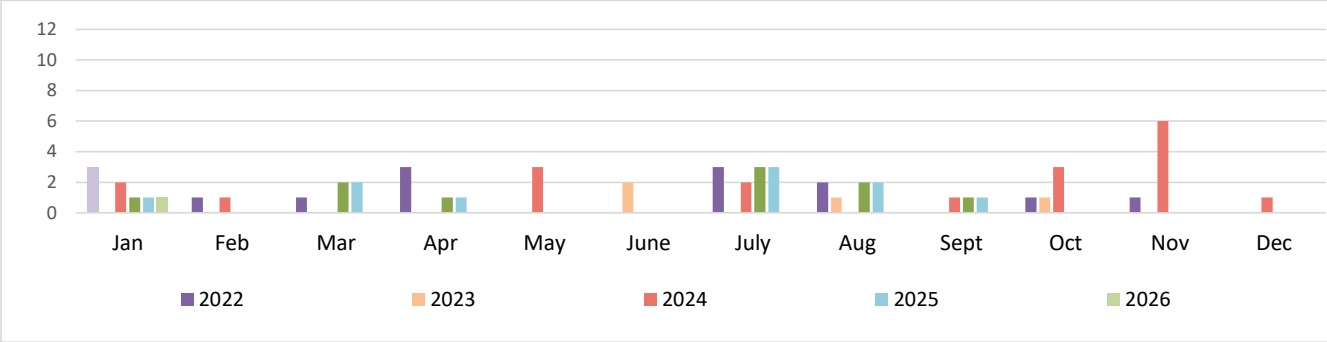
WATER MAIN BREAK/MISC WATER REPAIR REPORT
SEPTEMBER, 2026

Water Main Breaks

9/1/2026	Harborwood Ln @ N Lake St	6" Main Break

Total water main breaks year to date for 2026 = 10

Total water main breaks this time in 2025 = 16



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	0	3	2	1				10

Utility Repairs

1	*9/2/2026*	*1414 Deerwood Dr*	*Flushed hydrant because of dirty water.*
2	*9/2/2026*	*Towmen Rd @ N Lake St*	*Raised hydrant valve.*
3	*9/5/2026*	*984 Claude St*	*No water! Plumber never turned water back on after repair.*
4	*9/6/2026*	*800 Midway Rd*	*8" fire line break.*
5	*9/8/2026*	*9147 Clayton Ave*	*Installed 1 1/4" water service.*
6	*9/29/2026*	*2615 St Thomas Dr*	*Raised curb stop box*
7	*9/29/2026*	*2613 St Thomas Dr*	*Raised curb stop box*

Utility Miscellaneous

1 CONTINUED VALVE EXERCISING ON WEST SIDE.
2 CONTINUED HYDRANT MAINTENANCE ON WEST SIDE.
3 CONTINUED WORKING ON EXCHANGING SMALL METERS
4 CONTINUED WITH LEAK DETECTION IN PROBLEM AREAS.

FOX CROSSING UTILITIES

WASTEWATER REPAIR/MISC REPORT

SEPTEMBER, 2026

Wastewater Miscellaneous

1	Lift Station #1 - Brighton Beach Rd	*Crane installed replacement VFD for pump 1.* *Wetwell was cleaned and check valve for pump 1 was as well.* *PJ Kortens had to reload the PLC programming. They are scheduled to replace the PLC battery too.*
2	Lift Station #2 - Lakeshore Dr & Frances St	*Checked floats.* *Monthly maintenance on pumps.*
3	Lift Station #3 - Lakeshore Dr	*Cleaned check valves.* *Monthly maintenance on pumps.*
4	Lift Station #4 - Memorial Dr/Foster St	*Monthly checks and routine maintenance.*
5	Lift Station #5 - Green Patch	*Routine monthly maintenance and checks done.* *Checked floats.*
6	Lift Station #6 - Calumet St	*Both pumps were pulled and volutes cleaned.* *Check valves were cleaned too.*
7	Lift Station #7 - Stroebe Rd & Harry's Gateway	*Routine checks and maintenance.*
8	Lift Station #9 - County Rd II (Winchester Rd)	*Ogden did annual testing for backflow preventers.* *Transducer pipe was cleaned.*
9	Miscellaneous:	*Assisted Street Department in pumping storm water pond on Stanton Circle.* *Received large amounts of rain and had to bypass on 09/04/26 at Brighton Beachfor storm clean up.* *Continued sewer cleaning.* *Cleaned trouble spots and started saw cutting.* *Manhole inspections for I&I* *Aqua sealed some leaking manholes on the west side.*

FOX CROSSING UTILITIES PUMPAGE REPORT

MONTH: SEPTEMBER, 2026

	Total water purchased & pumped from wells										
	EAST SIDE				WEST SIDE					TOTAL	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*	*PUMPED X 1,000*	
TOTAL	7,724	5,143	11,487	24,354	13,367	10,728	-	22,733	46,828	71,182	72,772
AVERAGE/DAY	257	171	383	811	446	358	-	758	1,562	2,373	2,427
MAXIMUM/DAY	549	552	788	923	992	737	-	915	1,966	2,889	2,888
MINIMUM/DAY	-	-	256	719	-	-	-	583	1,269	1,988	1,683

	SERVICE PUMPAGE (Water pumped to distribution system)					
	EAST SIDE	WEST SIDE			TOTAL SERVICE PUMPAGE	Compare to same month in 2025
	PLANT #2 X 1,000	*PLANT #3 X 1,000*	*PLANT #4 X 1,000*	*TOTAL WEST SIDE X 1,000*	*TOTAL EAST & WEST X 1,000*	
TOTAL	22,319	24,148	22,113	46,261	68,580	70,280
AVERAGE/DAY	744	805	737	1,542	2,286	2,343
MAXIMUM/DAY	866	1,189	890	2,079	2,755	2,720
MINIMUM/DAY	624	541	568	1,109	1,894	1,935

	WATER LEVEL READINGS					
	EAST SIDE *DEEP WELLS*		WEST SIDE *DEEP WELLS*			
	#5	#7	#3	#4	#6	#8
AVERAGE STATIC	149'	154'	61'	62'	-	47'
AVERAGE PUMPING LEVEL	329'	358'	157'	155'	-	213'

East Side System Purchased Water

Month 2026	47%	Month 2025	43%	Month, 2024	47%
Year-to-Date	47%	Year-to-Date	44%	Year-to-Date	46%

ORD #261026-1:ORD *First Reading*

AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §388 COMPREHENSIVE PLAN – AMEND FUTURE LAND USE MAP FOR 401 & 555 NORTH LAKE STREET (PARCELS #12105870101, #1210491, & #1210587) FROM INDUSTRIAL TO NEIGHBORHOOD MIXED USE

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 401 & 555 North Lake Street (Parcels #12105870101, #1210491, & #1210587), as identified in Attachment 1, from Industrial to Neighborhood Mixed Use; and

WHEREAS, the Village of Fox Crossing Planning Commission held a Public Hearing on this item at their October 21, 2026 meeting, and recommended approval of this Comprehensive Plan amendment:

Planning Commission: 5 Aye 0 Nay 2 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: Chantel M. Jaenke, Village Clerk

Attachment 1: Future Land Use Map Amendment



FOX CROSSING
BRIDGING THE FOX CITIES

PLANNING COMMISSION MEMO

Date: October 13, 2026

To: Village Planning Commission Members

From: George L. Dearborn Jr., AICP Director of Community Development

RE: Agenda Item 1 – Evergreen Communities Inc. Land Use Amendment

Overview

Evergreen Communities Inc. is proposing a land use amendment to the future land use map from heavy industrial to mixed use for the redevelopment of property they now own at 401 N. Lake Street. The area has a long history of industrial use and was built and used by Kimberly Clark from 1956 as its corporate headquarters until 1983. The office building continued to be used until 2020 as an office building. The surrounding land was also used industrially with some industrial uses still remaining. Clearly the continued use of this area for industrial uses is changing and this land use amendment is appropriate as it will allow for the preservation of an historic office building with its reuse for housing and senior care.

A map is attached showing the current future land use. Although this change is only for the Evergreen Communities property it will fit within this area and staff envisions other changes in the future. The applicant is also proposing at this same meeting a rezoning of the property to Mixed Use from its current Heavy Industrial and Medium Density Zoning

Although this is a positive reuse of the property it is important to note that Evergreen Communities is a tax-exempt entity so tax revenue from this property will be dramatically reduced. The Village hopes that the benefit from this new project will provide some other direct benefits as it has in the City of Oshkosh in which Evergreen Communities Inc. also has a major presence.

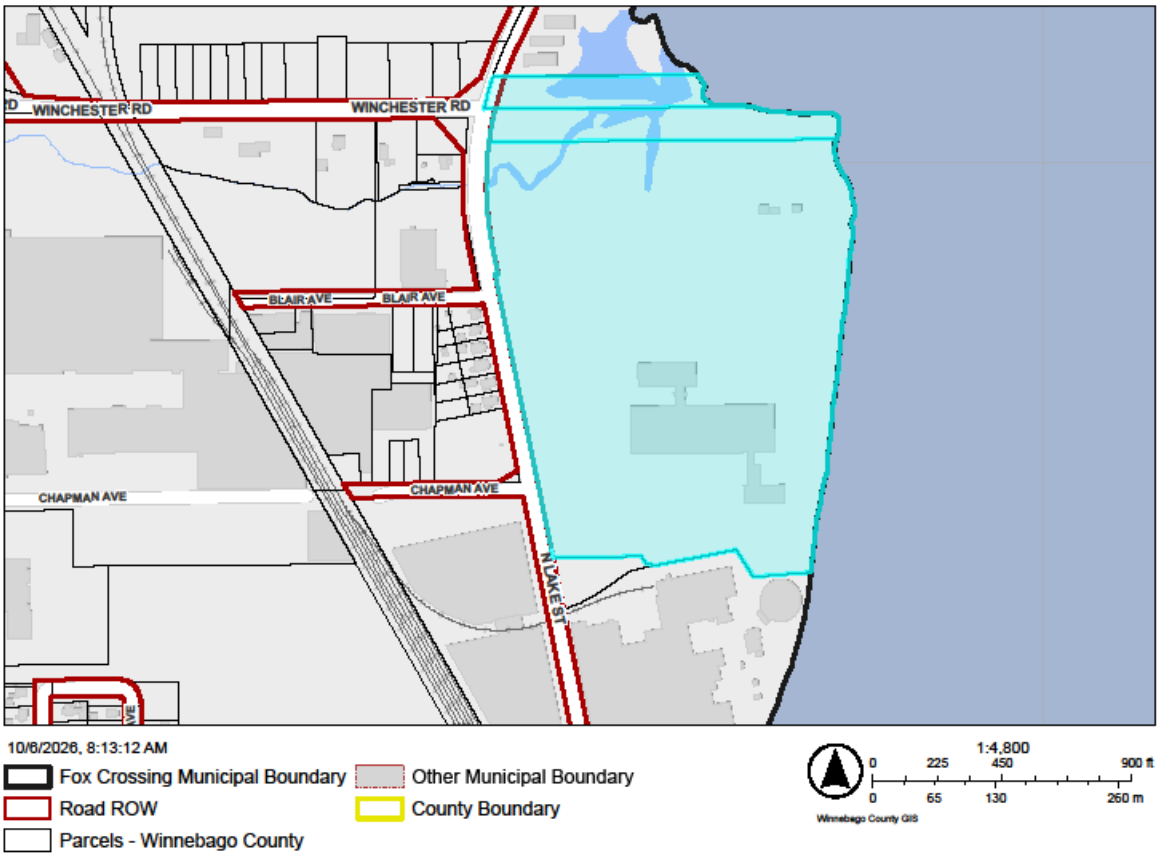
Recommendation

Staff recommends approval of this land use amendment as it will preserve an historic structure and will provide benefits to the community and for seniors. Although some of the surrounding land is still being used for industrial uses the uses are changing.

As a further note we did receive correspondence from the owner of the Burial Chamber pointing out that he chose this area since it was industrial in use and pointed out the potential noise from his operation. The noise from other industrial uses including the railroad needs to be taken into consideration for this proposed new development. It should be also noted that Touchmark, a similar use is also located near railroad tracks, and they have not had any issues.

Final design of the proposed new development needs to take into consideration this issue when a site plan is proposed.

Fox Crossing GIS Map

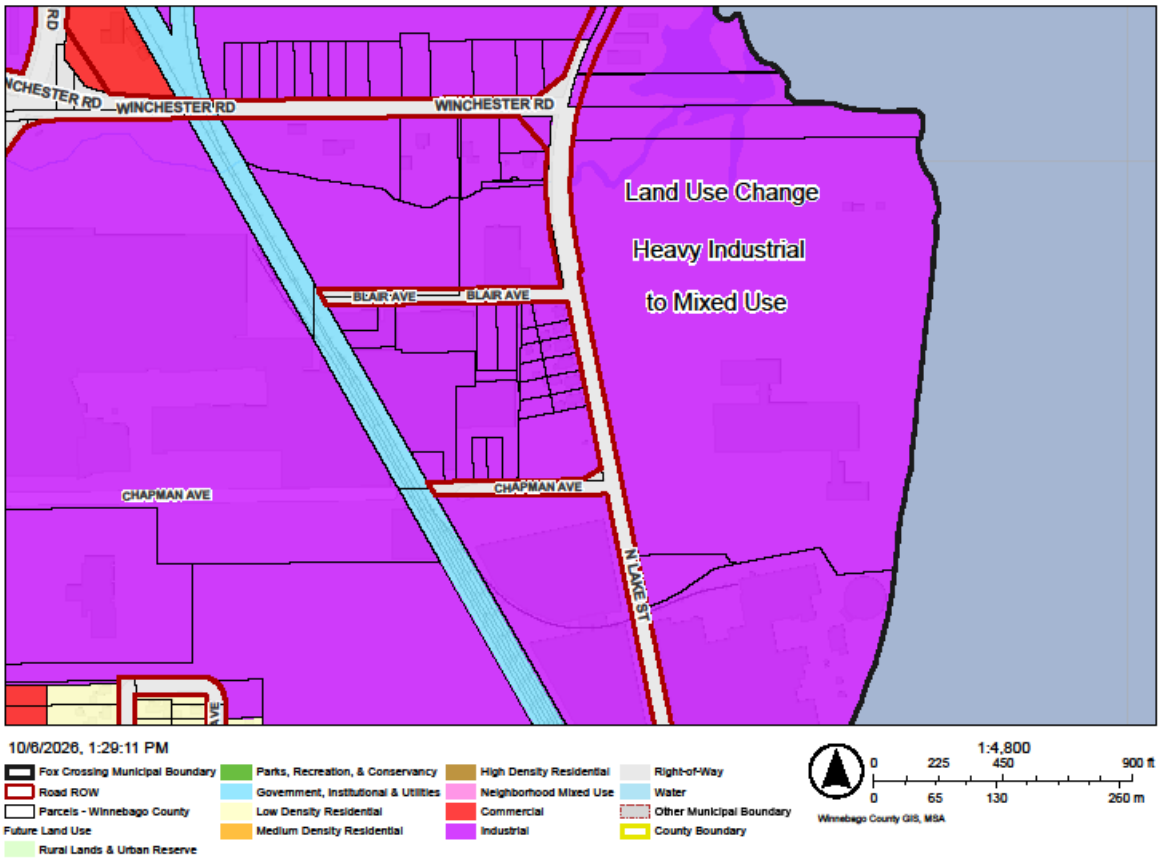


10/6/2026, 8:13:12 AM

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

1:4,800
0 225 450 900 ft
0 65 130 260 m
Winnebago County GIS

Fox Crossing GIS Map



ORD #261026-2:ORD *First Reading*

AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §435 ZONING ORDINANCE – REZONE 401 NORTH LAKE STREET (PARCEL #12105870101) FROM I-2 HEAVY INDUSTRIAL DISTRICT, & 555 NORTH LAKE STREET (PARCELS #1210491 AND #1210587) FROM R-3 SUBURBAN MEDIUM DENSITY DISTRICT TO M-1 MIXED USE 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 401 North Lake Street (Parcel #12105870101) from I-2 Heavy Industrial District, & 555 North Lake Street (Parcels #1210491 and #1210587) from R-3 Suburban Medium Density District to M-1 Mixed Use 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: October 26, 2026
Date Adopted: _____

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

_____
Dale A. Youngquist, Village President

_____
Attest: Chantel M. Jaenke, Village Clerk

ATTACHMENT 1: Proposed Zoning Map Amendment



FOX CROSSING
BRIDGING THE FOX CITIES

PLANNING COMMISSION MEMO

Date: October 13, 2026

To: Village Planning Commission Members

From: George L. Dearborn Jr., AICP Director of Community Development

RE: Agenda Item 2 – Evergreen Communities Inc. Rezoning – I-2 Heavy Industrial District and R-3 Suburban Medium Density District to M-1 Mixed Use District

Overview

Evergreen Communities Inc. is proposing a rezoning from heavy industrial and suburban medium density to mixed use. This is subject to the future land use amendment which will also be acted upon at this same Planning Commission Meeting.

As was explained at the future land use amendment the property is proposed for the redevelopment by Evergreen Development and has been used in the past as the Kimberly Clark corporate headquarters until 1983. The office building was still being used until 2020 as an office building. The surrounding land was also used industrially with some industrial uses still remaining. This zoning change will allow for the preservation of an historic office building with its reuse for housing and senior care.

A map is attached showing the zoning. Although this change is only for the Evergreen Communities Inc. property it will fit within this area and staff envisions other changes in the future. The applicant is also proposing a land use amendment which will be acted upon prior to this proposed rezoning to Mixed Use from its current R-3 Suburban Medium Density District and I-2 Heavy Industrial District. The majority of the property is zoned I-2 Heavy Industrial District

As was explained in the memo on the land use amendment this is a positive reuse of the property it is important to note that Evergreen Communities is a tax-exempt entity so tax revenue from this property will be dramatically reduced. The Village hopes that the benefit from this new project will provide some other direct benefits as it has in the City of Oshkosh in which Evergreen Communities Inc. also has a major presence.

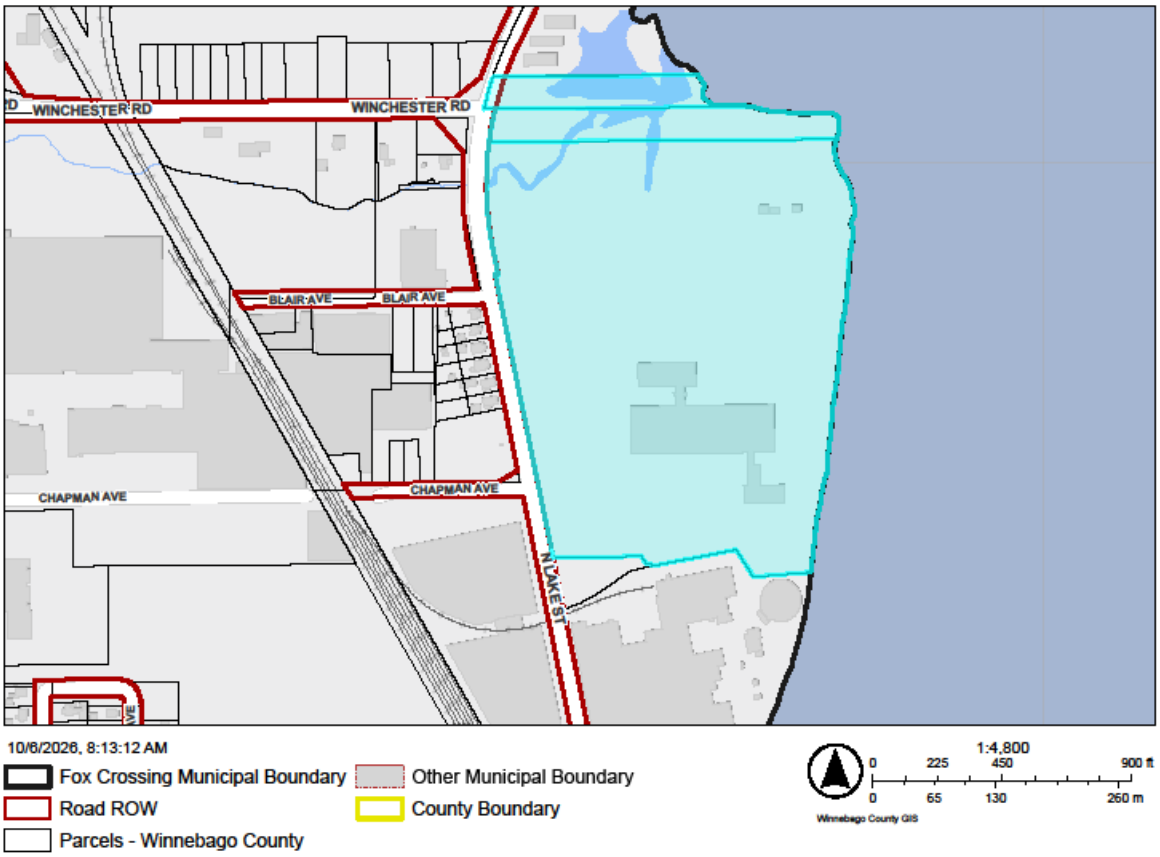
As a further note we did receive correspondence from the owner of the Burial Chamber pointing out that he chose this area since it was industrial in use and pointed out the potential noise from his operation. The noise from other industrial uses including the railroad needs to be taken into consideration for this proposed new development. It should be also noted that Touchmark, a similar use, is also located near railroad tracks, and they have not had any issues.

When a site plan is proposed for this development, it can be designed to address any potential noise issues.

Recommendation

Staff recommends approval of this rezoning. A future site plan will address the design and use of the land. This rezoning will allow for the preservation of a unique historic structure and will provide benefits to the community and for seniors.

Fox Crossing GIS Map



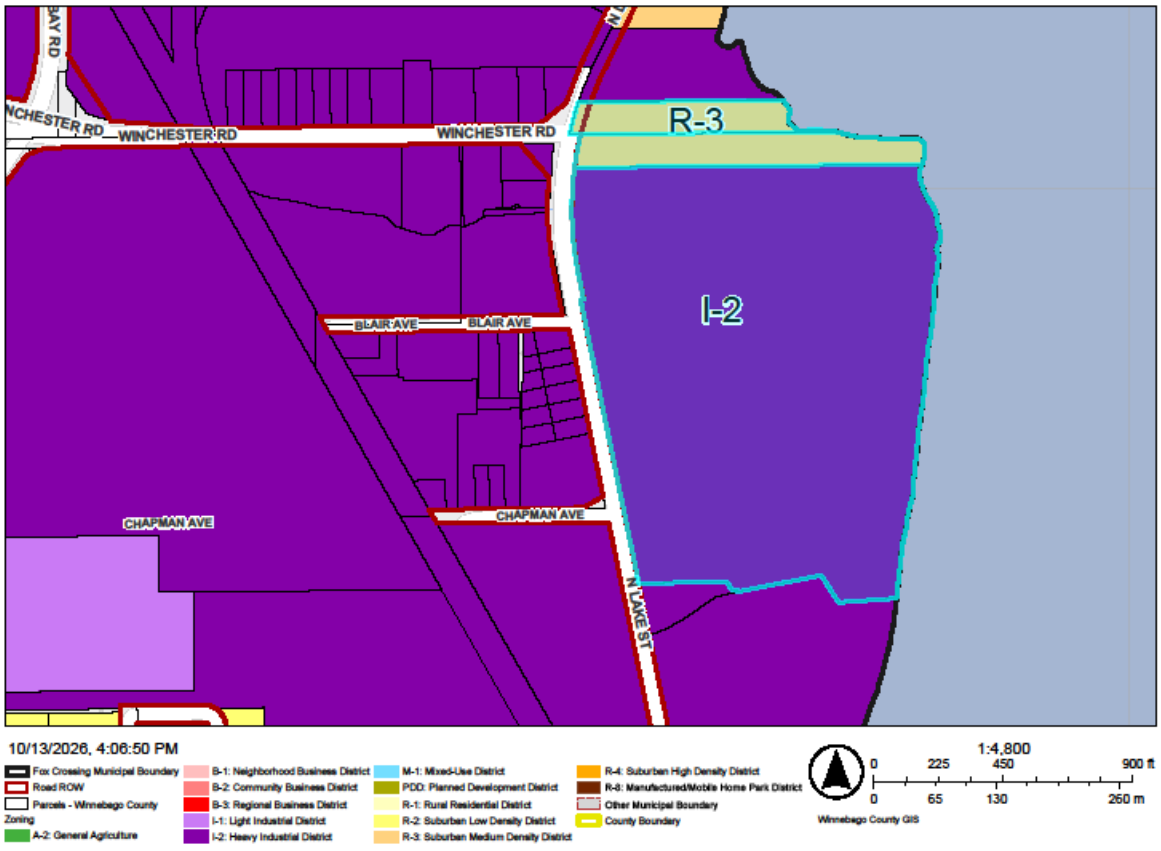
10/6/2026, 8:13:12 AM

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

1:4,800
0 225 450 900 ft
0 65 130 260 m
Winnebago County GIS

All Proposed to M-1 Mixed Use

Fox Crossing GIS Map



10/8/2026

Hi Dan,

I received the notice regarding Evergreen Communities' proposed development across from Burial Chamber. I've known Ken for some time, and we've always had a good working relationship. I'm glad to see continued investment in the area and look forward to having Evergreen as a neighbor.

I wanted to bring one consideration to the Village's attention while the project is still in the planning stages.

When I purchased the Burial Chamber property 25 years ago, I specifically chose this location because its industrial surroundings were compatible with our operations. The area has always experienced noise from manufacturing facilities, railroad activity, and aircraft traffic.

Burial Chamber is part of that established environment. We operate approximately 14 nights each fall, with outdoor music, our monster parade, chainsaws, sound effects, and other activities typically going no longer than approximately 5pm-12 a.m. We've maintained a good relationship with local law enforcement and have never received any formal noise citations or written violations.

My only concern is ensuring that future residents understand the existing environment so that our longstanding operations don't become a source of conflict or future restrictions.

I'd appreciate the Village considering the following as part of the development's approval:

- **Formal acknowledgment** of Burial Chamber's existing seasonal activities and operating hours.
- **Noise compatibility and resident awareness**, including consideration of surrounding industrial and entertainment noise in building design and future resident disclosures.
- **Traffic and access**, accounting for our seasonal customer traffic when planning entrances, parking, and building placement.
- **Protection of existing operations**, confirming that the new development's approval does not itself impose additional restrictions on our existing lawful activities.

I've copied Ken so we're all on the same page. I'm supportive of the development and simply want to ensure we can continue being good neighbors for years to come.

I'd appreciate having this correspondence included in the official Planning Commission record for the October 21 hearing, along with consideration of incorporating appropriate compatibility measures into the development's approval conditions. Please let me know if anything further is needed.

Thanks for your consideration!

Matt Mars (920) 419-5025
Burial Chamber Haunted House

RES #261026-1

2026 BUDGET AMENDMENT TO PROVIDE FUNDS FOR THE REPLACEMENT OF STORAGE AREA NETWORKS (SANs), HOST SERVERS, AND THE HYPERVISOR SOFTWARE FOR THE INFORMATION TECHNOLOGY DEPARTMENT

WHEREAS, the Village budgeted to replace the Storage Area Networks (SANs) and Host Servers located in the Municipal Complex, along with the Disaster Recovery Storage Area Network, in 2026; and

WHEREAS, tremendous price increases in these hardware items require a budget amendment to provide adequate funds for the purchase; and

WHEREAS, Director Plagenz additionally requests to replace the Disaster Recovery Host Server and Hypervisor Software in conjunction with the replacement of the SANs and Host Servers.

NOW, THEREFORE BE IT RESOLVED by the Village Board of Trustees that the 2026 Village of Fox Crossing Budget is amended, as attached, to provide $285,000 in additional funds for the replacement of the SANs and Host Servers located in the Municipal Complex, the Disaster Recovery SAN and Host Server, and the Hypervisor Software.

Adopted this 26th day of October, 2026

Requested by: Timothy Plagenz, Director of Information Technology
Submitted by: Dale A. Youngquist, Village President

_____
Dale A. Youngquist, Village President

_____
Attest: Chantel M. Jaenke, Village Clerk

BACKUP TO RESOLUTION # 261026-1

FOX CROSSING
2026 BUDGET AMENDMENT

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET	ADJUSTMENT NEEDED	ADJUSTED BUDGET	COMMENTS
General Fund - 101					
Expenditures / Transfers to:					
101-5100-560.08-15	Capital Outlay: Computer Equipment (PRJ #A26201)	238,605	199,500		increase for SAN, backup, and host servers
101-5100-560.08-15	Capital Outlay: Computer Equipment (PRJ #A26201)		70,000	508,105	transfer funds from ERF savings
	Information Technology Subtotal	**238,605**	**269,500**	**508,105**	**Offset with Fund Balance**
Offset From Revenues / (Expenditures) / Transfers from:					
101-5100-491.04-02	Transfer from Capital Projects Fund: ERF	-	70,000	70,000	transfer of ERF funds offset
	Net Revenue Increases / Expenditure Reductions:	**-**	**70,000**	**70,000**	
Offset From Fund Balance:					
101-5100-492.09-00	Transfer from Fund Balance-General Government	517,872	199,500	717,372	
	Use of Fund Balance:	**517,872**	**199,500**	**717,372**	
Equipment Replacement Fund - 402					
Offset From Revenues / (Expenditures) / Transfers from:					
402-5100-560.08-15	Capital Outlay: Computer Equipment (PRJ #A26201)	70,000	(70,000)	-	reallocate capital outlay purchase to a transfer to GF
402-5100-600.09-10	Transfer to General Fund	-	70,000	70,000	
	ERF Capital Outlay Offsets & Funding Sources	**70,000**	**-**	**70,000**	
Water Utility - 611					
Expenses / Capital Outlay / Transfers to:					
611-0500-920.08-15	Capital Outlay: Computer Equipment (PRJ #A26201)	61,750	28,500	90,250	increase for SAN, backup, and host servers
	Water Utility Subtotal:	**61,750**	**28,500**	**90,250**	**Offset with Fund Balance**
Offset from Revenues / (Expenses) / Transfers in					
611-5300-492.09-00	Transfer from Unassigned Fund Balance	478,298	28,500	506,798	
	Water Utility Subtotal funding sources:	**478,298**	**28,500**	**506,798**	
Sewer Utility - 612					
Expenses / Capital Outlay / Transfers to:					
612-5300-705.08-15	Capital Outlay: Computer Equipment (PRJ #A26201)	61,750	28,500	90,250	increase for SAN, backup, and host servers
	Sewer Utility Subtotal:	**61,750**	**28,500**	**90,250**	**Offset with Fund Balance**
Offset from Revenues / (Expenses) / Transfers in					
612-5300-492.09-00	Transfer from Unassigned Fund Balance	38,403	28,500	66,903	
	Sewer Utility Subtotal funding sources:	**38,403**	**28,500**	**66,903**	
Storm Utility - 613					
Expenses / Capital Outlay / Transfers to:					
613-5300-755.08-15	Capital Outlay: Computer Equipment (PRJ #A26201)	74,250	28,500	102,750	increase for SAN, backup, and host servers
	Storm Utility Subtotal:	**74,250**	**28,500**	**102,750**	**Offset with Fund Balance**
Offset from Revenues / (Expenses) / Transfers in					
613-5300-492.09-00	Transfer from Unassigned Fund Balance	182,422	28,500	210,922	
	Storm Utility Subtotal funding sources:	**182,422**	**28,500**	**210,922**	

RES #261026-2

CHANGE ORDER #1 – SCHILDT PARK RENOVATION PROJECT AND SCHILDT STORMWATER POND CONSTRUCTION PROJECT

WHEREAS, on March 23, 2026, MCC, Inc., was awarded the Schildt Park Renovation Project and Schildt Stormwater Construction Pond Project contract in the amount of $1,398,964.42; and

WHEREAS, Change Order #1 consists of an increase in the amount of $30,604.80 for the following items:

Install Park Pavilion	$ 5,760.00
Install 6 Inch PVC Conduit Across Gas Main	$ 7,680.00
Blasting Sewer Trenches	$15,724.80
Blasting Storm Sewer Manholes	$ 1,440.00
Total:	$30,604.80

WHEREAS, it is the recommendation of Engineer Nick Vande Hey and Public Works Director Joe Hoechst to approve Change Order #1 to MCC, Inc., for a total increase of $30,604.80, resulting in an adjusted contract amount of $1,429,569.22.

NOW, THEREFORE BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby approves Change Order #1 for the Schildt Park Renovation Project and Schildt Stormwater Construction Pond Project contract, for a total increase of $30,604.80, resulting in an adjusted contract amount of $1,429,569.22, for **MCC, Inc., 2600 N. Roemer Road, Appleton, Wisconsin.**

Adopted this 26th day of October, 2026

Requested by: Joe Hoechst, Public Works Director
Submitted by: Dale A. Youngquist, Village President

_____
Dale A. Youngquist, Village President

_____
Attest: Chantel M. Jaenke, Village Clerk

McMAHON
ENGINEERS ARCHITECTS

October 21, 2026

Village of Fox Crossing
2000 Municipal Drive
Neenah, WI 54956

Re: Village of Fox Crossing
Schildt Park Improvements
Change Order #1
McM. No. F0057-09-21-00572

Enclosed herewith is Change Order #1 for the above referenced project. This change is an increase in the Contract in the amount of $30,604.80. The current Contract Price is $1,429,569.22.

Please review and sign in the space provided. Return signed change order to our office, and we will distribute accordingly.

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

Respectfully,

McMahon Associates, Inc.

Nicholas A. Vande Hey, P.E.
Vice President/ Sr Municipal & Water Resources Engineer

NAV:car

Enclosure: Change Order #1

McMAHON
ENGINEERS ARCHITECTS
McMAHON ASSOCIATES, INC.

1445 MCMAHON DRIVE P.O. BOX 1025
NEENAH, WI 54956 NEENAH, WI 54957-1025

TELEPHONE: 920.751.4200
FAX: 920.751.4284

CHANGE ORDER

MCC, INC.
2600 N Roemer Road
PO Box 1137
Appleton, WI 54912-1137

Contract No.	F0057-09-21-00572
Project File No.	F0057-09-21-00572
Change Order No.	One (1)
Issue Date:	October 15, 2026
Project:	Village of Fox Crossing
	Schildt Park Improvements

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

	(Item Description)	(Price)
1.1	Install Park Pavilion.....ADD 1 L.S. @ $5,760.00/L.S.	+ $5,760.00
1.2	6 Inch PVC Conduit Across Gas Main.....ADD 80 L.F. @ $96.00/L.F.	+ $7,680.00
1.3	Blasting Sewer Trenches.....ADD 336 L.F. @ $46.80/L.F.	+ $15,724.80
1.4	Blasting Storm Sewer Manholes.....ADD 1 L.S. @ $1,440.00/L.S.	+ $1,440.00
	TOTAL	**+ $30,604.80**

The Changes Result In The Following Adjustments:

	CONTRACT PRICE	TIME
Prior To This Change Order	$1,398,964.42	- days
Adjustments Per This Change Order	+ $30,604.80	0 days
Current Contract Status	**$1,429,569.22**	- days

Recommended:	Accepted:	Authorized:
McMAHON ASSOCIATES, INC.	**MCC, INC.**	**VILLAGE OF FOX CROSSING**
Neenah, Wisconsin	Wisconsin	Wisconsin
By: Nicholas Hey	By: Adam Woepfl	By:
Date: 10/15/2026	Date: 10/21/26	Date:

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

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

P.O. Box 1137
2600 Roemer Road
Appleton, WI 54912-1137
Phone: 920-749-3360
Fax: 920-380-9459

To:	Village Of Fox Crossing	**Contact:**	
Address:	Attn Finance Dept	**Phone:**	(920) 720-7106
	Neenah, WI 54956	**Fax:**	
CO Name:	CB1		
Project Name:	Fox Crossing - Schildt Park Improvements	**CO ID:**	CO1
Project Location:	Schildt Park, 1780 Cold Spring Rd, Neenah, WI	**CO Date:**	3/18/2026

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	INSTALL PARK PAVILLION	1.00	LS	$5,760.00	$5,760.00
2	ADD 6" PVC CONDUIT ACROSS GAS MAIN	80.00	LF	$96.00	$7,680.00
4	BLASTING SEWER TRENCHES	336.00	LF	$46.80	$15,724.80
4	BLASTING STORM SEWER MANHOLES	1.00	LS	$1,440.00	$1,440.00

Base Bid Price Subtotal: **$30,604.80**

Total Bid Price: **$30,604.80**

Notes:

- **Should the buyer order any change in the work to be performed as outlined in this proposal, the Contractor reserves the right to adjust the total price accordingly.**
- **It is agreed that the estimate of quantities contained within this proposal are approximate and that final payment will be based on the actual measured quantities furnished, times the unit price provided.**
- **Acceptance of this proposal shall only be valid upon credit approval, and returning the signed and dated copy to us within 10 days.**

Payment Terms:

Payment Terms: Payment Due Upon Completion

CONSTRUCTION LIEN

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, MCC, INC. HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON THAT LAND AND ON THE BUILDINGS ON THAT LAND IF THEY ARE NOT PAID FOR SUCH LABOR OR MATERIALS. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO MCC, INC. ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 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, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

CONTINGENCY

PERFORMANCE OF THIS CONTRACT IS CONTINGENT UPON STRIKES, LABOR TROUBLE, ACCIDENTS AND OTHER CAUSES OF LIKE CHARACTER BEYOND OUR CONTROL.

CREDIT

IF THE AMOUNT OF THIS CONTRACT IS NOT PAID IN ACCORDANCE WITH THE TERMS STATED THEREIN, A FINANCE CHARGE OF 1 1/2% PER MONTH SHALL BE CHARGED ON THE UNPAID BALANCE.

OWNER OR CONTRACTOR AGREES IF THIS CONTRACT IS NOT PAID AS AGREED, TO PAY ALL COLLECTION COSTS IN ADDITION TO THE FOREGOING, A REASONABLE ATTORNEY'S FEE OR IF SUIT SHALL BE BROUGHT TO COLLECT ANY PRINCIPAL OR INTEREST ON THIS CONTRACT. THE UNDERSIGNED PROMISES TO PAY IN ADDITION THE COURT COSTS PROVIDED BY LAW, A REASONABLE SUM AS ATTORNEY'S FEES. FOR VALUE RECEIVED EACH AND EVERY PARTY WHO SIGNS AND ENDORSES FOR OWNER OR CONTRACTOR OR BECOMES LIABLE EITHER NOW OR HEREAFTER FOR THE PAYMENT OF THIS CONTRACT SEVERALLY WAIVES PRESENTMENT, DEMAND, PROTEST, AND NOTICE OR NON-PAYMENT HEREOF. BINDS HIMSELF HEREON NOT-WITHSTANDING ANY EXTENSION THAT MAY BE MADE TO ANY PARTY LIABLE ON THIS NOTE. IF NOT PAID WHEN DUE, THEN THE ABOVE PROVISIONS CONCERNING ATTORNEY'S FEES SHALL BECOME APPLICABLE.

EXCAVATOR TO FURNISH AND INSTALL COMPACTED GRAVEL BASE WITHIN .1' (ONE-TENTH OF A FOOT) IN ALL ASPHALT AREAS.

CREDIT CARD
MCC WILL IMPOSE A SURCHARGE ON THE TRANSACTION AMOUNT FOR ANY PAYMENTS MADE BY CREDIT CARD, WHICH AMOUNT IS NOT GREATER THAN OUR COST OF ACCEPTANCE. WE DO NOT SURCHARGE DEBIT CARDS.

ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted. **Buyer:** _____ **Signature:** _____ **Date of Acceptance:** _____	**CONFIRMED:** **MCC, INC.** **Authorized Signature:** **Estimator:** Sam Woelfel (920) 749-3360 sam.woelfel@murphyinc.org

RES #261026-3

SPECIAL EVENT LICENSE – MEGA MOTORWORKS FIRST ANNUAL TRUNK OR TREAT AND COSTUME CONTEST HELD OCTOBER 31, 2026

WHEREAS, Charles Doemel, General Manager and Kristen Reed, Sales and Finance Manager/Media and Events Coordinator for Mega Motorworks, have submitted a Special Event License application to conduct a Trunk or Treat and Costume Contest; and

WHEREAS, the event will take place within the Village of Fox Crossing and is sponsored by Mega Motorworks on Saturday, October 31, 2026, from 12:00 p.m. to 4:00 p.m.; and

WHEREAS, all event activities will take place in the Mega Motorworks parking lot at 1590 S. Oneida Street, Appleton, WI 54915; and

WHEREAS, the proper fees have been paid, receipted, and a copy of liability insurance will be on file for the event; and

WHEREAS, the Special Event License application has been reviewed and approved by the Police Chief, and the Fire Chief, or their designees, to ensure appropriate public safety measures are in place.

NOW, THEREFORE BE IT RESOLVED, that the Village of Fox Crossing Board of Trustees hereby approves the Special Event License for the Mega Motorworks First Annual Trunk or Treat and Costume Contest to be held on Saturday, October 31, 2026.

Approved this 26th day of October, 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

FOX CROSSING
BRIDGING THE FOX RIVER

SPECIAL EVENT 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 fees with completed application.
THIS APPLICATION MUST BE FILED AT LEAST 30 DAYS BEFORE THE EVENT

Under Chapter §150 of the Municipal Code, a special event is any planned activity that changes the approved use of any facility; or any event on the public right-of-way or premises, including, but not limited to, parades, gatherings, festivals & athletic events, which is not within the normal & ordinary use of that premises or place or which, by nature of the event, may have a greater impact on Village services or resources or public safety than would have occurred had the event not taken place.

☒ **LICENSE FEE: $150** ☒ **ESCROW FEE: $150**

Date of Application: 10/02/2026

Event Information

A special event license is required when an event exceeds the normal or intended use of a property, including any outdoor event that uses exterior space for purposes other than its ordinary use.

Event Name: MEGA MOTORWORKS 1ST ANNUAL TRUNK OR TREAT AND COSTUME CONTEST

Event Date(s): 10/31/2026

Event Time: 12 am/(pm) to 4 am/(pm)

Event Location (Address): Street 1590 S ONEIDA ST City APPLETON State WI Zip Code 54915

Event Layout (Describe the specific site or layout. If the event involves a route, please include all streets, intersections, or public spaces that will be part of the event.): AT 1590 S ONEIDA ST, APPLETON, WI ON LOT AT MEGA MOTORWORKS. PARKING WILL BE AVAILABLE AT MEGA MOTORWORKS. TRAFFIC WILL NOT NEED TO BE DIRECTED.

Event Description (Provide a brief description of the event, including its purpose and the activities that will take place. This information helps us understand the overall scope and nature of the event.): EVENT WILL BE A NON-PROFIT EVENT. PURPOSE IS TO BRING LOCAL BUSINESS TOGETHER AND PROVIDE A SAFE SPACE FOR KIDS TO GET CANDY ON HALLOWEEN. COSTUME CONTEST WILL BE A QUICK PICTURE AND OPEN FOR THE PUBLIC TO JUDGE THEIR FAVORITE COSTUME. MEGA MOTORWORKS WILL PROVIDE PRI

Organization/Sponsor Information

Organization Sponsoring the Event: MEGA MOTORWORKS

Agent/Representative Name: CHARLES DOEMEL/KRISTIN REED

Organization/Sponsor Address: Street 1590 S ONEIDA ST City APPLETON State WI Zip Code 54915

Mailing Address (if different from above): Street City State Zip Code

Phone Number: [redacted] (920) 903-8654 (CHUCK) **Email:** kreed.megamotorworks@gmail.com

Additional Information

1. **Will the event be held outdoors?** ☒ Yes ☐ No
   If yes, please provide the following details: owned by dealership
   - **Event location** (circle all that apply): **Private Property / Public Right-of-Way / Park or Village property**
     Note: *Approval is required from the appropriate property owner for events on private property, from the Police Department for events using the public right-of-way, and from the Parks & Recreation Department for events held on park or Village-owned property.*
   - **Will tents be erected?** (If yes, a tent permit application is required.) ☐ Yes ☒ No
   - **Will a generator be used for electrical power?** ☐ Yes ☒ No
   - **Will there be live entertainment?** (if yes, list hours) ☐ Yes ☒ No From: _____ Until: _____
   - **Will restroom facilities be available?** ☒ Yes ☐ No
     List type (portable units, business restrooms, park facilities, etc.): business restrooms
2. **Will the event provide sufficient access for persons with disabilities?** ☒ Yes ☐ No
3. **Will alcohol sold, served, or consumed within the event area?** (if yes, a Temporary Class B License may be required) ☐ Yes ☒ No
4. **Will the event include vendor sales?** ☐ Yes ☒ No
5. **Will all parking be accommodated onsite?** ☒ Yes ☐ No If no, please specify location: _____
6. **Will food be sold or cooked onsite?** ☐ Yes ☒ No
   If yes, please indicate all that apply:
   - **Will there be food trucks?** (if yes, each truck must be licensed through the Village and have a current fire inspection.) ☐ Yes ☒ No
   - **Will food be catered in?** ☐ Yes ☒ No
   - **Will food be cooked by the organizer?** (if yes, a health dept inspection is required) ☐ Yes ☒ No
7. **Will the event be advertised or marketed regionally (TV, radio, newspaper, etc.)?** ☒ Yes ☐ No
8. **Estimated total attendance:** ~100 FACEBOOK/INSTAGRAM - SOCIAL MEDIA

Certification and Acknowledgment

In accordance with Municipal Code §150

READ CAREFULLY BEFORE SIGNING: By signing below, I acknowledge that I have reviewed and understand the Village's Special Event requirements outlined in Chapter §150 of the Municipal Code. I agree to comply with all applicable provisions, including permitting, inspections, site plan requirements, and any conditions set forth by the Fire, Building, Police, and other Village officials. I affirm that all information provided in this application is accurate and that the event will be conducted in accordance with all Village regulations to ensure the health, safety, and welfare of the public.

Agent/Representative Name (Print): Charles Doerr/KRISTIN REED **Title:** 10/02/2026

Agent/Representative Signature: [signature] **Date:** 10/02/2026

Required Attachments

Please submit the following with your application:

☐ Site plan (drawing) of event space, including parking, restrooms, tents, food trucks, alcohol service areas, etc.

☐ ~~Route map for mo~~ving events (races, parades, etc.) and traffic/barricade plan if public streets or right-of-way are affected, *if applicable*

☐ Certificate of insurance showing at least $1,000,000 coverage and naming the Village of Fox Crossing as an additional insured

☐ ~~Tent~~ permit application, *if applicable*

☐ ~~Copy~~ of Wisconsin Seller's Permit, *if selling goods*

☐ ~~Copies~~ of Food Permit and Service Base Permit from Winnebago County Health Department, the State of Wisconsin, or other applicable agency, *if serving food*

☐ ~~Mobile~~ food vending license application from each food truck, *if applicable*

☐ Written permission or approval from the property owner, Police Department, or Parks & Recreation, as applicable

☐ ~~Temporary Class~~ B alcohol license application, *if alcohol will be sold or served*

FOR OFFICE USE ONLY

☑ **License Fee: $150.00** Acct: 101-5100.440.01-02

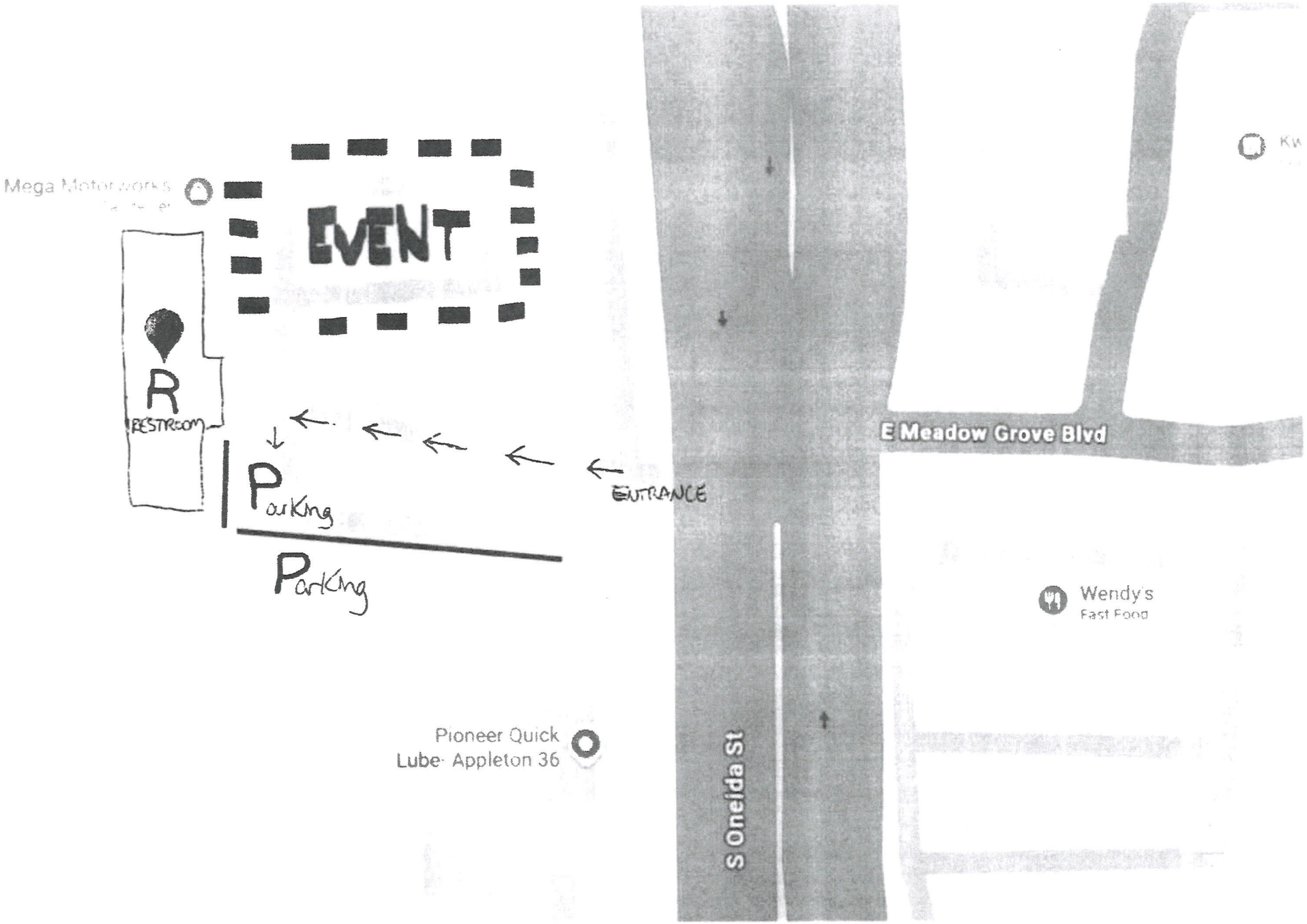
☑ **Escrow Fee: $150.00** Acct: 802-0000.261.06-00

License No. _____

Total Amount Paid: $ 300.00 **Receipt No.** 33763

Date Rec'd: 10 / 08 / 2026 **by:** A. Lee

Police Department: 10 / 09 / 26	☑ Approved	☐ Denied	by: T. Callan
Fire Dept. Inspection: 10 / 13 / 2026	☑ Approved	☐ Denied	by: T. Sweeney
Finance Department: 10 / 16 / 2026	☑ Approved	☐ Denied	by: T. Thompson
~~**Park and Recreation:** ___ / ___ / ___~~	☐ Approved	☐ Denied	by: _____
CD/Building Inspector: 10 / 09 / 2026	☑ Approved	☐ Denied	by: L. Fischenich


Mega Motorworks
EVENT
R
RESTROOM
P
arKing
ENTRANCE
ParKing
Pioneer Quick
Lube- Appleton 36
E Meadow Grove Blvd
S Oneida St
Wendy's
Fast Food

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/08/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	**CONTACT NAME:** Ashley Coon
Hometown Insurance Agency of Shawano Inc Po Box 473 Shawano, WI 54166	**PHONE (A/C, No, Ext):** 715-526-6390 **FAX (A/C, No):** 715-524-3846 **E-MAIL ADDRESS:** ac@hometowninsurance.net
	INSURER(S) AFFORDING COVERAGE — **NAIC #**
	INSURER A : West Bend Mutual Insurance Company — 15350
INSURED	INSURER B : West Bend Insurance Co. — 15350
Mega Motorwerks Inc 1590 S Oneida St Appleton, WI 54915	INSURER C : West Bend Insurance Co — 15350
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES **CERTIFICATE NUMBER: 00010851-0** **REVISION NUMBER: 5**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. ***Not Applicable in WY**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE / OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY / PRO-JECT / LOC OTHER:	Y		C159452-01	04/15/2026	04/15/2027	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 30,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 3,000,000
							PRODUCTS - COMP/OP AGG	$ 300,000
								$
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR EXCESS LIAB / CLAIMS-MADE DED / RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N: Y (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		A129489-10	04/15/2026	04/15/2027	X PER STATUTE / OTH-ER	
							E.L. EACH ACCIDENT	$ 100,000
							E.L. DISEASE - EA EMPLOYEE	$ 100,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000
B	Garage			C159452-01	04/15/2026	04/15/2027	Dlrs Blkt	850,000
C				C159452-01	04/15/2026	04/15/2027	Comp/Coll	2500Ded

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Village of Fox Crossing is included as additional insured on the general liability.

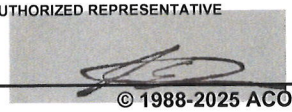
CERTIFICATE HOLDER

Village of Fox Crossing
2000 Municipal Dr
Neenah, WI 54956

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



(AMC)

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RES #261026-4

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 applicant with a recommendation of approval as follows:

Benjamin Diestler – Approved

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees recommends the above applicant 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 26th day of October, 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 #261026-5

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: $1,235,532.94

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

Pending:		
General Fund	$	376,866.46
Special Revenue Fund	$	41,151.92
Debt Fund	$	-
Capital Projects Fund	$	68,944.42
Water Fund	$	95,258.71
Sewer Fund	$	16,016.54
Stormwater Fund	$	180,747.61
Trust & Agency Fund	$	-
Special Processed Payments	$	456,547.28
Total:	$	1,235,532.94

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 26th day of October, 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: October 20, 2026
For Village Board Meeting of: October 26, 2026

REGULAR PROCESSED CHECKS	**AMOUNT**
General Fund	$376,866.46
Special Revenue Funds	$41,151.92
Debt Fund	$0.00
Capital Projects Fund	$68,944.42
Water Fund	$95,258.71
Sewer Fund	$16,016.54
Stormwater Fund	$180,747.61
Trust & Agency Fund	$0.00
Total Bills for October 26, 2026	$778,985.66

SPECIAL PROCESSED PAYMENTS

CHECK #	**PAYEE**		**DEPT. /PURPOSE**	**AMOUNT**
	Village Specials	10/07/2026-10/20/2026	**See Attached Listing**	$160,254.39
ACH	North Shore	10/8/2026	Deferred Comp	$1,250.00
ACH	WDC	10/8/2026	Deferred Comp	$9,234.91
58268-58269	Payroll	10/8/2026	Payroll	$283.17
ACH	Payroll	10/8/2026	Payroll	$203,775.37
ACH	Payroll	10/08/226	Taxes	$81,749.44
Total Special Processed Payments				$456,547.28

GRAND TOTAL **$1,235,532.94**

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