Village of Fox Crossing Board of Trustees Regular Meeting
Monday, November 23, 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) Menasha VFW Post 2126 Donation to the Fox Crossing K-9 Fund – Post Commander Dave Mix
3. Minutes to Approve/ Minutes and Correspondence to Receive
   Minutes to Approve
   a) Regular Village Board Meeting – November 9, 2026
   b) Special Village Board Meeting – Budget Workshop #1 – October 5, 2026
   c) Special Village Board Meeting – Budget Workshop #2 – October 12, 2026
   d) Special Village Board Meeting – Budget Workshop #3 – October 19, 2026
   e) Special Village Board Meeting – Budget Workshop #4 – October 26, 2026
   Minutes and Correspondence to Receive
   f) Park Commission Meeting Minutes – October 14, 2026
   g) Planning Commission Meeting Minutes – October 21, 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) 261123-1 Adopt the 2027 Village Budget and Associated Tax Levy
   b) 261123-2 Change Order #1 & Final – Palisades Storm Sewer Extension Project
   c) 261123-3 Approve Mail Machine Lease
   d) 261109-1:ORD Amend Fox Crossing Municipal Code Chapter §A450 Fines & Penalties *Second Reading & Adoption*
   e) 261109-2:ORD Amend Fox Crossing Municipal Code Chapter §49-6(F)(2) to Add Direction on Reimbursing the Stabilization Fund After Use *Second Reading & Adoption*
   f) 261123-4 Approve Financial Plan to Reimburse the Village Stabilization Fund
   g) 261123-5 Operator License Applicants
   h) 261123-6 Expenditures
8. Reports
   a) Fire Chief Todd Sweeney – Santa Rides Again on the Santa Float December 7 through December 11, 2026
   b) Clerk Chantel Jaenke – Circulation of Nomination Papers for the Spring Election begins December 1, 2026 through January 5, 2027 at 5:00 p.m.
   c) Village President Dale Youngquist – Thanksgiving Wishes
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, November 9, 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 Michael Van Dyke, Kris Koeppe, Tim Raddatz, Kate McQuillan, Deb Swiertz, and Barb Hanson.

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 Lee Reibold, Engineer Zach Laabs, and Attorney Andrew Rossmeissl.

Public Attendance: Four individuals were present.

2. **Awards / Presentations**

None.

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

Minutes to Approve

a) Regular Village Board Meeting – October 26, 2026

Minutes and Correspondence to Receive

b) November 3, 2026 General Election Results

Motion: Trustee Raddatz, seconded by Trustee McQuillan, to approve the meeting minutes and accept other departmental minutes and correspondence into the record, as presented.
Discussion: Clerk Jaenke provided a brief overview of the November 3, 2026 General Election and reported that the election was conducted successfully with no significant issues or concerns.
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) 261109-1 Set 2027 Sanitary Sewer Rates

Motion: Trustee Van Dyke, seconded by Trustee Koeppe, to set the 2027 Sanitary Sewer Rates, as presented.
Discussion: President Youngquist noted that, as a member of the Neenah-Menasha Sewerage Commission Board, he was aware of a late budget adjustment by the Commission that resulted in a substantial increase in charges to the Village and other member communities. Director Searl reviewed the proposed 3.5% rate

increase, which will take effect January 15, 2027, and noted that the average residential customer would see an increase of approximately $18 to $19 annually.
Vote: Motion carried unanimously.

b) 261109-2 Set 2027 Garbage and Recycling Rate
Motion: Trustee Van Dyke, seconded by Trustee Koeppe, to set the 2027 Garbage and Recycling Rate, as presented.
Vote: Motion carried unanimously.

c) 261109-1:ORD Amend Fox Crossing Municipal Code Chapter §A450 Fines & Penalties *First Reading*
Motion: Trustee Van Dyke, seconded by Trustee Raddatz, to approve the first reading of an ordinance amending Chapter §A450 Fines & Penalties, as presented.
Vote: Motion carried unanimously.

d) 261109-3 Amend Village of Fox Crossing Bond Schedule for 2027
Motion: Trustee Van Dyke, seconded by Trustee Hanson, to amend the 2027 Village Bond Schedule, as presented.
Vote: Motion carried unanimously.

e) 261109-4 Amend Village of Fox Crossing Fee Schedule for 2027
Motion: Trustee Van Dyke, seconded by Trustee Hanson, to amend the 2027 Village Fee Schedule, as presented.
Discussion: Manager Sturgell explained that the fee in lieu of park land dedication is adjusted annually in accordance with the Construction Cost Index, as established by ordinance. For 2027, the adjustment is 2.8%. He further noted that the stormwater pond buy-in fee is also required by ordinance to be adjusted annually based on the Construction Cost Index and has been updated accordingly.
Vote: Motion carried unanimously.

f) 261109-5 Amend Village of Fox Crossing Additional Compensation Pay Schedule
Motion: Trustee Van Dyke, seconded by Trustee Swiertz, to amend the Additional Compensation Pay Schedule, as presented.
Vote: Motion carried unanimously.

g) 261109-6 Amend Village of Fox Crossing Paid-on-Call Firefighter Pay Plan
Motion: Trustee Van Dyke, seconded by Trustee Hanson, to amend the Paid-on-Call Firefighter Pay Plan, as presented.
Vote: Motion carried unanimously.

h) 261109-7 2026 Budget Amendment to Provide Funds for the Purchase of a Used Fire Truck for the Fire Department
Motion: Trustee Koeppe, seconded by Trustee Hanson, to approve a 2026 budget amendment providing funds for the purchase of a used fire truck for the Fire Department, as presented.
Discussion: Chief Sweeney explained that the proposed vehicle is a 1996 fire truck. While older, it will serve as a reserve apparatus until permanent replacements are received for the fire trucks damaged during the tornado.
Vote: On roll call vote: 7-0, motion carried.

i) 261109-2:ORD Amend Fox Crossing Municipal Code Chapter §49-6(F)(2) to Add Direction on Reimbursing the Stabilization Fund After Use *First Reading*

Motion: Trustee Van Dyke, seconded by Trustee Koeppe, to approve the first reading of an ordinance amending Chapter §49-6(F)(2) regarding reimbursement of the Stabilization Fund after use, as presented.
Discussion: Director Searl explained that the proposed ordinance amendment would provide direction for replenishing funds used from the committed fund balance. He noted that under the current language, the entire amount used would be required to be restored by year-end. Given that insurance and FEMA reimbursements related to tornado damages have not yet been received, restoring the full amount immediately would place a significant financial strain on the Village.
Vote: Motion carried unanimously.

j) 261109-8 Amend Assessment Services Agreement Between the Village of Fox Crossing and Accurate Appraisal LLC for Assessment Services in 2027
Motion: Trustee Raddatz, seconded by Trustee Van Dyke, to amend the Assessment Services Agreement with Accurate Appraisal LLC for 2027 assessment services, as presented.
Discussion: Director Searl explained that the amendment reduces the cost of assessment services from approximately $54,000 to $51,000 for 2027. He noted that the 2027 assessment year will be conducted as a maintenance year rather than the scheduled interim market update, with assessment services returning to the contracted amount in 2028. The adjustment was made to provide relief to property owners affected by the tornado. Director Searl further stated that Accurate Appraisal will work closely with affected residents to help them understand any changes to their property assessments resulting from tornado-related impacts.
Vote: Motion carried unanimously.

k) 261109-9 Approve Commercial Lease Between Ripp Residual Trust and the Village of Fox Crossing for 1164 Valley Road, Menasha (former Fox Tire Building) to Serve as a Temporary Fire Station; Resolution Includes a 2026 Budget Amendment
Motion: Trustee Hanson, seconded by Trustee Swiertz, to approve a commercial lease between Ripp Residual Trust and the Village of Fox Crossing for 1164 Valley Road to serve as a temporary fire station and to approve the related 2026 budget amendment, as presented.
Discussion: Chief Sweeney explained that leasing the facility at 1164 Valley Road will provide the Fire Department with a temporary station on the east side of the Village and create capacity to house an additional fire truck in that area, improving operational readiness and response coverage.
Vote: On roll call vote: 7-0, motion carried.

l) 261109-10 Approve 2027 Village Board Meeting Calendar
Motion: Trustee Van Dyke, seconded by Trustee Swiertz, to Approve the 2027 Village Board Meeting Calendar, as presented.
Vote: Motion carried unanimously.

m) 261109-11 Issue Class "A"/"Class A" Beer and Liquor License and Appointment of Agent for Neenah Petro, Inc. d/b/a Pride of Neenah
Motion: Trustee McQuillan, seconded by Trustee Van Dyke, to approve the license and agent appointment, as presented.
Vote: Motion carried unanimously.

n) 261109-12 Issue Cigarette, Electronic Vaping Device, and Tobacco License and Appointment of Agent for Neenah Petro, Inc. d/b/a Pride of Neenah
Motion: Trustee McQuillan, seconded by Trustee Swiertz, to approve the license and agent appointment, as presented.
Vote: Motion carried unanimously.

o) 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 *Second Reading & Adoption*

Motion: Trustee Van Dyke, seconded by Trustee McQuillan, to approve the second reading and adoption of an ordinance amending the Future Land Use Map designation for the subject properties from Industrial to Neighborhood Mixed Use, as presented.
Vote: Motion carried unanimously.

p) 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 *Second Reading & Adoption*

Motion: Trustee Van Dyke, seconded by Trustee Hanson, to approve the second reading and adoption of an ordinance rezoning the subject properties to M-1 Mixed Use District, as presented.
Vote: Motion carried unanimously.

q) 261109-13 Operator License Applicants

Motion: Trustee Van Dyke, seconded by Trustee McQuillan, to uphold the denial of an operator license application, as presented.

Discussion: The Village Board was advised that the applicant had been notified that the reconsideration of the license denial would be heard by the Board but was not present at the meeting. The Village Board received input from the Village Attorney and Chief Sweeney regarding the basis for the denial issued in September. The Board reviewed the application materials, considered the information presented, and deliberated on the request. Following discussion, the Board determined that the denial should be upheld based on the applicant's failure to provide complete and accurate information on the application and a finding that the applicant was a habitual law offender with convictions substantially related to the licensed activity.
Vote: On roll call vote: 7-0, motion carried.

r) 261109-14 Expenditures

Motion: Trustee Koeppe, seconded by Trustee Swiertz to approve the expenditures, as presented, without exception.
Vote: Motion carried unanimously.

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) Trustee Kris Koeppe – Results of Electronic Recycling Event held on October 10, 2026

Discussion: Trustee Koeppe reported that the October 10, 2026 Electronic Recycling Event experienced lower participation than anticipated. He noted that staff are planning another collection event in April and intend to discontinue the fall event moving forward. Trustee Koeppe further stated that the Village will coordinate future events with neighboring municipalities to avoid scheduling conflicts and overlapping collection dates.

9. Closed Session

None.

10. Adjourn

Motion: Trustee Hanson, seconded by Trustee Van Dyke to adjourn at 6:49 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.*

Village of Fox Crossing Board of Trustees
Budget Workshop #1 Meeting Minutes
Monday, October 5, 2026 – 5:00 p.m.
Municipal Complex – Arden Tews Assembly Room
2000 Municipal Drive, Neenah WI 54956

1. Call to Order

The Budget Workshop was called to order by President Youngquist at 5:00 p.m.

Village Clerk Chantel Jaenke recorded the following Village Board members as present: President Dale Youngquist and Trustees Michael Van Dyke, Kris Koeppe, Tim Raddatz, and Kate McQuillan (virtual).

Also Present: Director of Finance Jeremy Searl, Village Manager Jeffrey Sturgell, Director of Community Development George Dearborn, Fire Chief Todd Sweeney, Assistant Fire Chief Shawn Bordeaux, Police Chief Tim Callan, Police Captain Corey Haag, Director of Parks & Recreation Amanda Geiser.

Excused: Trustee Deb Swiertz and Trustee Barb Hanson
Public Attendance: No public attendance.

2. Presentation of Departmental Budgets

Introduction

Director Searl reviewed the agenda for the evening and provided an overview of upcoming budget workshop meetings. He summarized the process used to develop the proposed 2027 budget and explained that the budget workshops were intended to provide the Village Board with insight into each department's operations, budget requests, and future plans.

Director Searl noted that development of the 2027 budget was impacted by the operational effects of the recent tornado. For budgeting and year-to-year comparison purposes, the proposed budget was prepared as though the tornado had not occurred. He explained that additional information regarding insurance coverages and reimbursements is still being received and that budget amendments would be brought forward as necessary.

Director Searl provided an update regarding discussions with the Village's insurance carrier concerning the Community Center and Fire Station No. 41, as well as ongoing work with McMahon to gather information related to rebuilding efforts. He reported that the matters remain under review and that no final determinations have been made. Director Searl also provided an update regarding insurance claims related to fire apparatus and indicated that no additional information had been received at this time.

Overview

Director Searl reviewed the proposed 2027 budget overview, including property valuations, tax levy distribution, and fund revenue and expenditure summaries. He explained the allocation of property tax levies among taxing jurisdictions, noting that approximately 25% of collected property taxes support Village operations.

Director Searl reported that the Village's equalized valuation increased approximately 6.9% from the previous year, driven in part by growth in manufacturing and commercial property values. He also reviewed assessed valuation trends, noting an overall increase of approximately 6.4% and explaining that stronger growth in commercial and manufacturing property values helps shift a portion of the tax burden away from residential taxpayers. Director Searl further reviewed tax incremental district valuation trends, highlighting significant growth within Tax Incremental District No. 5 and positive valuation growth within Tax Incremental District No. 2.

Director Searl reviewed the proposed tax levy and explained that it is the only portion of the overall property tax bill under Village control. He reported that the proposed levy would increase approximately 1.8%, while the Village mill rate would decrease approximately 4.9% due to growth in assessed property values. Historical trends in property

values and municipal taxes were also reviewed, with Director Searl noting that property value growth has continued to outpace increases in municipal taxes and that the proposed budget is expected to have a minimal impact on the average homeowner.

Director Searl reviewed budget summary information, including revenue and expenditure summaries by fund, major revenue sources, expenditure categories, and departmental expenditure allocations. He reported that law enforcement represents approximately 28% of total Village expenditures, streets approximately 16.9%, and fire services approximately 12.5%. Summary charts illustrating operational expenditures, debt service expenditures, and the relationship between program revenues, undesignated revenues, and tax levy support were also reviewed. Director Searl explained that the projected 2027 Village tax on a $250,000 residential property would be approximately $901.68, with roughly one-third of that amount supporting law enforcement services.

Director Searl reviewed the Village's major revenue sources and reported that property taxes account for approximately 58.5% of total revenues. He discussed Wisconsin levy limit requirements and explained that the Village's 2027 net new construction factor of 0.612% generated approximately $59,000 in additional levy capacity. He also reviewed debt service levy practices and explained that approximately $57,000 of additional debt levy capacity was being utilized to support operational needs within the proposed budget. Director Searl noted that while the Village has the ability to levy a greater amount for debt service, it has continued to take a conservative approach to limit impacts on taxpayers.

Director Searl reviewed intergovernmental revenues, including shared revenue and transportation aid. He reported that shared revenue is projected to increase approximately 1.77% in 2027 to approximately $905,000, while transportation aid revenues are expected to decrease modestly due to changes in state funding calculations. He also discussed the impacts of the repeal of personal property taxes and associated state reimbursement programs.

Director Searl reviewed expenditure assumptions used in developing the proposed budget. He noted that wages and benefits remain the Village's largest expenditure category, accounting for approximately 67% of General Fund expenditures excluding capital projects and year-end transfers. The proposed budget includes a 3.1% compensation plan adjustment based on the Wisconsin Employment Relations Commission index and does not include any new full-time positions. Additional hours are proposed within the Clerk's Department and Parks Department, along with compensation adjustments for certain part-time and seasonal positions.

Director Searl reviewed projected increases in employee benefit costs, including health insurance, retirement contributions, and dental insurance. He also reviewed scheduled wage adjustments contained within the current police union contract, which expires at the end of 2027.

Director Searl reviewed the proposed use of unassigned fund balance totaling approximately $553,000, which represents a decrease from the prior year's budgeted amount. He reported that projected 2026 year-end financial results are expected to be more favorable than budgeted and indicated that the Village is anticipated to remain within its established fund balance policy range.

Fire Department

Director Searl reviewed the Fire Department budget, including departmental accomplishments, goals, revenues, and expenditures. He discussed the State 2% Fire Dues program and noted that funding is restricted to specified fire service purposes. Director Searl reviewed personnel requests that were considered during budget development, including additional paid-on-call staffing coverage at an estimated net cost of approximately $27,000 and increasing the administrative assistant position to full-time at an estimated cost of approximately $25,000, both of which were removed from the proposed budget due to funding constraints.

Director Searl highlighted planned facility maintenance projects, firefighter turnout gear replacements, equipment purchases, training initiatives, and firefighter physicals. Several items are proposed to be funded through assigned fund balance, including facility repairs, turnout gear, and equipment needs. He also reported that several Fire

Department assets were damaged during the tornado event and are expected to be addressed through insurance and FEMA reimbursement processes.

Director Searl reviewed the Equipment Replacement Fund (ERF), including planned vehicle and equipment replacements, adjustments to replacement schedules, and the impact of tornado-related damage on future replacement planning. He noted that current funding levels are below projected replacement needs, although insurance reimbursements are expected to offset many tornado-related replacement costs.

Fire Chief Sweeney reviewed departmental accomplishments and goals. He reported that the department successfully completed its reaccreditation process and strategic planning efforts in 2026; however, implementation of several strategic plan initiatives was delayed due to tornado-related recovery efforts. Chief Sweeney stated that 2027 goals include continuing recovery efforts, returning the department to normal operations, advancing strategic plan initiatives, and preparing for future leadership succession planning.

Chief Sweeney discussed staffing needs identified through the strategic plan, including a proposal to expand paid-on-call staffing coverage during daytime and evening hours to provide a fully staffed response crew alongside the department's daytime lieutenant position. He explained that the current staffing model allows a lieutenant to respond to EMS calls but does not provide sufficient staffing for immediate fire response without additional paid-on-call personnel arriving at the station. He noted that increasing call volumes continue to place pressure on the department's staffing model and that operational alternatives are being evaluated.

Chief Sweeney also discussed ongoing evaluation of fire apparatus and response needs following tornado-related damage to department facilities and equipment. He noted that the department is working to place a recently acquired replacement apparatus into service and will continue reviewing long-term apparatus and response strategies as insurance and replacement decisions are finalized.

Police Department

Director Searl reviewed the proposed Police Department budget, including projected revenues, expenditures, personnel costs, and equipment replacement planning. He noted increases in School Resource Officer contract revenue and fines and penalties revenue, as well as the use of assigned fund balance for several budgeted items.

Director Searl discussed proposed staffing changes, including the replacement of a detective position with a Lieutenant of Investigations position with an estimated net budget impact of approximately $3,000. He also reviewed a request to replace a part-time communications technician position with a full-time records clerk due to increasing records and video-recording requests. Due to budget constraints, the full-time position was not included; however, approximately $31,000 was included in the budget to provide part-time staffing support for records management functions.

He further reviewed operating budget adjustments, including the discontinuation of the Flock camera program, resulting in approximately $26,000 in annual savings that was redirected toward staffing support. Director Searl also outlined planned vehicle replacements and Equipment Replacement Fund (ERF) activities, noting that replacement schedules remain adequately funded and aligned with operational needs. Additionally, he reviewed Police Department special revenue funds, including the K-9 program, National Night Out, and donation-funded activities.

Police Chief Callan provided an overview of departmental operations, staffing needs, and equipment planning. He reported that vehicle replacement schedules continue to be evaluated based on mileage, grant-funded enforcement activities, and operational demands, noting that no additional vehicle purchases are being requested beyond those included in the proposed budget.

Chief Callan discussed increasing demands associated with public records and body camera video requests, particularly large-scale media requests requiring extensive review and redaction of audio and video records. He

explained that these responsibilities are currently being handled by supervisory and investigative staff and emphasized the need for additional civilian support to improve records management, evidence handling, and accreditation efforts.

Chief Callan also provided updates on the School Resource Officer (SRO) program, noting ongoing communication and collaboration with school district administration and indicating that additional SRO staffing may be considered in the future as resources allow.

Regarding technology and investigative resources, Chief Callan discussed the department's decision to discontinue its Flock camera program due to concerns surrounding privacy, data management, and evolving legal and regulatory considerations. He noted that the department will continue monitoring legislative developments before considering alternative technologies.

Chief Callan further reported that the department had been awarded a grant to fund the acquisition and training costs of the K-9 program, reducing the need for immediate fundraising efforts and significantly offsetting program expenses.

Administration

Director Searl reviewed the Administration Department budget and noted that legal services expenditures are projected to exceed the current year's budget due to increased attorney involvement related to developer agreements, contract negotiations, and other legal matters. He stated that these costs are not anticipated to continue at the same level and therefore the legal services budget remains unchanged in the proposed budget.

Director Searl reported that no significant personnel changes or special budget requests were submitted for the department. He also noted a recent Equipment Replacement Fund activity involving the sale of a former assessor vehicle and replacement with the Village Manager's minivan.

Assessor

Director Searl reviewed the Assessor budget and noted that the Village continues to contract assessment services through Accurate Appraisal under the current six-year agreement. He reported that assessment costs remain within budget and no significant budget changes are proposed. Director Searl also reviewed revenue generated through real estate inquiry fees, which are shared among the Assessor, Building Inspection, and Finance departments. He noted improvements in communication and responsiveness from the assessment contractor's staff and stated that additional procedures will be implemented with the Building Inspection Department to improve review and verification of annual net new construction calculations.

Clerk

Director Searl reviewed the Village Clerk budget, including departmental goals, revenues, staffing, election administration, and equipment needs. He noted that revenue fluctuations related to operator's licenses reflect the normal biennial licensing cycle. Director Searl reviewed several minor fund balance requests for office furnishings and storage improvements, as well as budget adjustments associated with staffing transitions and training.

Director Searl reported that the proposed election budget continues the Village's practice of funding two elections within the annual operating budget and utilizing fund balance for additional election costs when necessary. He also reviewed requests for additional staffing hours to support election administration activities, including election worker coordination and Special Voting Deputy visits to residential care facilities.

Additionally, Director Searl noted plans to replace one existing Badger Book unit and add an additional device through the Equipment Replacement Fund and reported that replacement of voting tabulators is being deferred pending potential countywide equipment changes and ongoing funding discussions.

Village Clerk Jaenke reviewed election administration activities and staffing needs. She reported a significant increase in the number of registered voters residing in qualifying care facilities, including the addition of new facilities, resulting in a need for additional Special Voting Deputy (SVD) staffing and related support hours. She explained that state law requires SVD visits to qualifying care facilities and noted that the number of participating voters has increased substantially over time.

Clerk Jaenke also discussed the need for additional trained chief election inspectors to provide backup coverage at polling locations and support continuity of operations. She reviewed requests for election-related supplies, including ballot transport bags and additional quad-style voting booths to accommodate voter turnout and polling place requirements.

Finance

Director Searl reviewed the Finance Department budget, noting that most revenues and expenditures remain consistent with prior years. He reported that interest income is expected to moderate due to softening interest rates and explained that the reduction in projected interest revenue largely reflects the removal of a one-time budget adjustment used to support the crack sealing program.

Director Searl discussed the proposed use of approximately $40,000 in fund balance for implementation of a timekeeping software system and the continuation of employee training related to the Village's financial software. He also noted a reduction in budgeted tax clerk hours based on increased utilization of online payment services.

Additionally, Director Searl reported that the Village is transitioning to a new credit card processing provider for non-utility payments. The change is expected to improve processing efficiencies, reduce transaction costs for residents, and provide better integration with online property tax payment systems.

Legislative

Director Searl reviewed the Legislative Department budget and reported that no changes to elected official compensation are proposed. He also reviewed a capital equipment request totaling approximately $33,421 for upgrades to the Assembly Room audio system, including replacement of speakers, wireless microphones, and several wired microphones. The proposed equipment upgrades would be funded through fund balance.

Miscellaneous

Director Searl reviewed the Miscellaneous Budget, including revenues from interfund transfers, mobile home fees, shared revenues, and payments in lieu of taxes. He discussed the continued use of EAB (Emerald Ash Borer) funding for ash tree treatment and mitigation efforts and noted that several operational and municipal complex budget items will be reviewed in greater detail during future budget workshop sessions. He also reviewed funding for non-represented employee wage adjustments, which remains consistent with the prior year's budget.

Debt Service Fund

Director Searl reviewed the Debt Service Fund budget, including special assessment collections, interest income, debt payments, and fund balance usage. He explained that the debt stabilization fund, which currently totals approximately $800,000 to $900,000, was created through the accumulation of excess revenues and debt-related savings from prior years and is restricted for debt service purposes. Director Searl noted that the proposed budget utilizes a portion of the stabilization fund and debt premiums to offset debt levy requirements, resulting in a reduction in the tax levy needed for debt service despite increasing debt obligations.

Director Searl further stated that the stabilization fund may be used in future years to help mitigate the tax impact of major anticipated borrowing for projects such as the Police Department, fire station improvements, and community facilities. He reviewed the Village's outstanding debt schedules and indicated that debt issuance for upcoming capital projects is anticipated to follow a similar timeline as the current year. He also noted that sewer utility debt and related budget information will be reviewed separately following completion of the Sewer Commission's budget process.

Tax Incremental Districts

Director Searl reviewed the budgets and financial status of the Village's Tax Incremental Districts (TIDs), including tax increment revenues, developer reimbursement obligations, debt service, fund balances, and closure timelines. He provided updates on individual TIDs, including the status of developer agreements, valuation growth, infrastructure investments, and outstanding debt. Director Searl noted continued development activity within several districts, including the Walsh and Coppens projects, and indicated that current projections show the TIDs are generally expected to meet their financial obligations within their authorized lifespans.

Additional Info

Director Searl reviewed the Additional Information section of the budget, including proposed updates to the Village pay grade structure. He discussed the creation of a new pay grade intended for permanent part-time maintenance positions, such as year-round park maintenance staff, and noted that additional administrative review is needed before final implementation. Director Searl also reported that no changes are proposed to position allocation percentages among Village funds and utilities and that no significant staffing changes are reflected in the budget.

Garbage and Recycling

Director Searl provided an overview of the Garbage and Recycling Fund, noting that fund revenues are projected to increase due to a proposed rate adjustment. He reviewed anticipated increases in landfill tipping fees, recycling processing costs, and contracted collection expenses. Director Searl reported that the fund remains financially healthy, with reserves exceeding recommended levels, and discussed the continued annual allocation of up to $100,000 for replacement of garbage and recycling carts as needed. He also reviewed a proposed increase in the annual garbage and recycling fee from $220 to $225 to offset rising operational costs while maintaining the fund's long-term financial stability.

3. Adjourn

Motion: Trustee Van Dyke, seconded by Trustee Raddatz, to adjourn the meeting at 8:22 p.m. and reconvene for Budget Workshop #2 on Monday, October 12, 2026, at 5:00 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, are subject to revision.*

Village of Fox Crossing Board of Trustees
Budget Workshop #2 Meeting Minutes
Monday, October 12, 2026 – 5:00 p.m.
Municipal Complex – Arden Tews Assembly Room
2000 Municipal Drive, Neenah WI 54956

1. Call to Order

The Budget Workshop was called to order by President Youngquist at 5:00 p.m.

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

Also Present: Director of Finance Jeremy Searl, Village Manager Jeffrey Sturgell, 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, Superintendent Brian Bauer, Municipal Judge Timothy Hogan, and Court Clerk Mandy Bartelt.

Excused: Trustee Michael Van Dyke and Trustee Barb Hanson
Public Attendance: Four Park and Recreation Commissioners were present.

2. Presentation of Departmental Budgets

Director Searl opened the budget workshop by outlining the agenda, which included review of the Judicial, Parks and Recreation, Community Development, Garbage and Recycling, and Stormwater Utility budgets. He noted that the Judicial budget had been inadvertently omitted from the previous workshop agenda and would be reviewed first.

Director Searl also reviewed supplemental budget materials distributed to the Board, including special revenue funds, capital projects, equipment replacement funds, and stormwater utility information. He stated that any items requiring additional discussion could be placed on a follow-up list and noted that the Fire Department staffing request remained on that list for future consideration.

Judicial

Director Searl reviewed the Judicial Department budget, highlighting continued growth in court revenues, ongoing Truancy Court operations, and increased funding for legal and interpreter services. He also noted the addition of a translation device to assist with communication and language access needs.

Judge Hogan reported that Municipal Court operations continue to function well and noted an increase in citation volume, including higher numbers of speeding-related cases. He discussed the continued success of the Truancy Court program conducted at the high school, highlighting positive outcomes for participating students and ongoing support from school officials. Additionally, he reviewed the court's use of alternative educational and community service programs for student violations occurring both on and off school grounds as part of its effort to encourage compliance and improve outcomes. Judge Hogan also noted increased demand for interpreter services due to a variety of languages represented in court proceedings and reported an increase in scheduled trial activity.

Park and Recreation

Director Searl reviewed the Parks and Recreation budget, noting that revenue and expenditure estimates were prepared under normal operating assumptions despite uncertainty related to the loss of the Community Center and tornado impacts.

Director Searl reviewed park and recreation revenues, staffing, operating expenses, and special revenue fund transfers, including a proposed increase in hours for a year-round part-time maintenance position. He also

highlighted planned park improvements funded through special revenue funds and fund balance, including park benches, picnic tables, tree replacement and maintenance activities, kayak launch improvements, and future park planning efforts.

Director Searl reviewed equipment replacement planning and capital projects, including replacement of playground equipment at Strohmeyer Park using Equipment Replacement Fund reserves and capital borrowing. Additional proposed projects include replacement of deteriorating fencing along the Friendship Trail, safety improvements to the CB Trail railroad overpass, and continued repairs to the Trestle Trail.

Director Searl also reviewed estimated financial impacts resulting from tornado-related damage to the Community Center and park facilities. He presented projected lost revenues and reduced expenditures associated with unavailable facilities and programs, noting that insurance reimbursements are expected to offset a substantial portion of those losses while staff continue efforts to relocate recreation programming and services.

Director Geiser provided an update on the Schildt Park improvement project, reporting that significant work is occurring in the pond area and that visible site activity will increase as work progresses to the park entrance and driveway areas. She noted that the playground installation has been completed; however, the park remains closed due to ongoing construction activity and safety concerns. While weather-related delays have occurred, the project is expected to continue through the winter with substantial completion anticipated by spring or early summer 2027.

Director Geiser also reported that neighboring municipalities have provided facilities and program space to assist with recreation programming following the loss of the Community Center, including partnerships with the City of Menasha and other local organizations. She noted that registration for recreation programs has been impacted by the transition to a digital-only activity guide and indicated that future programming communications will likely continue to include printed materials.

Storm Updates

Director Searl provided an update on tornado recovery efforts, noting that recently announced FEMA assistance is currently limited to individual households and does not yet include municipal recovery funding. He stated that additional guidance regarding public assistance funding for municipal damages is expected and that Village staff are preparing documentation for future reimbursement submissions.

Director Searl and Fire Chief Sweeney provided updates on insurance claims and replacement of tornado-damaged Fire Department apparatus. They reported that Engine 241 and Rescue 41 have been deemed total losses and that insurance discussions regarding replacement options are ongoing. The Village is evaluating available replacement fire apparatus, including both existing inventory and expedited custom-build options.

Director Searl also reported that the formal insurance claims process has begun for damaged buildings, equipment, and facilities. He noted that property restoration work is underway at several locations, while cost estimates and rebuilding evaluations for Fire Station 41 and the Community Center remain in progress pending information from engineers, contractors, and insurance representatives.

3. **Recess for Regular Village Board Meeting**

Motion: Trustee McQuillan, seconded by Trustee Swiertz, to recess the Budget Workshop at 5:52 p.m. and reconvene upon completion of the regular Village Board meeting.
Vote: Motion carried unanimously.

4. Reconvene Upon Completion of Regular Board Meeting

The Budget Workshop reconvened at 6:20 p.m. following the adjournment of the regular Village Board meeting. All Board members were present.

5. Continue Presentation of Departmental Budgets

Director Searl reviewed the agenda for the next budget workshop, noting that Information Technology, Streets, Municipal Complex, and Capital Projects budgets would be discussed. He also requested feedback from the Board regarding the budget workshop process and format for future budget discussions.

Community Development

Director Searl reviewed the proposed Community Development budget, noting modest increases in building and electrical permit revenues associated with anticipated development activity. He reported that the only staffing-related change is a proposed increase in the intern wage rate, with costs allocated between Community Development and the Stormwater Utility based on actual hours worked.

Director Searl also reviewed contracted inspection services and approximately $55,000 budgeted for continuation of the zoning code rewrite project. He noted that no significant changes are proposed to the department's vehicle replacement schedule, with one vehicle replacement deferred due to its low mileage and satisfactory condition.

Director Dearborn discussed development and permit activity trends affecting the Community Development budget. He noted that permit revenue projections remain difficult to forecast due to economic conditions and interest rates, although several residential, multifamily, and commercial projects are anticipated to move forward in the coming year. He also noted that permit fees for tornado-related rebuilding activities were waived to assist affected property owners. Director Dearborn highlighted ongoing work on the zoning code update and stated that the project is expected to continue into 2027, with the goal of encouraging future development while balancing changing land use and housing preferences within the community.

Special Revenue Funds

Director Searl reviewed the Village's special revenue funds, explaining that these funds are maintained separately to ensure revenues are used only for their intended purposes and to preserve restricted or designated fund balances across fiscal years. He reviewed the economic development funding program and noted that unspent funds are transferred to support Community Development activities.

Director Searl reviewed various park, recreation, public safety, sustainability, and room tax-related funds, noting that several programs remain financially self-supporting through dedicated user fees and revenues. He also discussed the use of approximately $100,000 in room tax revenues to support eligible improvements at Schildt Park.

Garbage and Recycling

Director Searl provided a recap of the Garbage and Recycling Fund budget, noting that no changes had been made since the previous workshop discussion. He reported that the fund remains financially healthy, maintains reserves above equipment replacement needs, and continues to fully fund Equipment Replacement Fund obligations. Director Searl reviewed anticipated cost increases, including contracted collection services, landfill tipping fees, yard waste disposal, and recycling processing fees. He also discussed the continued annual allocation of $100,000 for replacement of garbage and recycling carts as needed.

Director Searl further reviewed the proposed increase in the annual garbage and recycling fee from $220 to $225 to offset rising operational costs. He also discussed fuel surcharge provisions and fuel tax refund opportunities associated with eligible off-road equipment and operations.

Stormwater Utility

Director Searl reviewed the Stormwater Utility budget and reported that the utility remains financially healthy, with stable revenues, positive operating cash flow, and no proposed rate increase for 2027. He discussed capital planning, debt service, depreciation funding, and future development impacts on the utility. Director Searl noted

that available fund balances, interest earnings, and existing rate structures continue to support operations, maintenance, and planned capital improvements.

Director Hoechst also discussed stormwater system maintenance and long-term infrastructure planning. Director Hoechst reviewed the status of existing stormwater ponds, including ongoing efforts to develop a repair plan for Rocket Pond. He noted that future regional stormwater facilities may be needed to support development in the northwest portion of the Village and that long-term monitoring of sediment accumulation in existing ponds will help guide future maintenance and dredging needs.

Director Searl reviewed the Stormwater Utility capital improvement program, noting that the utility is expected to remain financially stable while funding capital improvements, debt obligations, and depreciation reserves without a proposed rate increase. He reviewed plans for the future Irish Road north regional stormwater pond, including the proposed acquisition and transfer of land from TID No. 3 and approximately $500,000 in anticipated borrowing for future utility capital improvements.

Village Manager Sturgell discussed infrastructure improvements associated with the future Irish Road reconstruction project, including culvert replacement, stormwater design work, and land or easement acquisition needed for future trail connections.

Director Hoechst reviewed several planned stormwater capital projects, including ongoing monitoring of the Sandpoint Pond bird mitigation program, potential future fencing and bird deterrent improvements required under airport overlay regulations, replacement of a deteriorating culvert near the Arcways property, completion of final roadway restoration associated with the Margeo neighborhood utility project, and continued engineering and easement acquisition activities related to the future Shady Lane reconstruction project. He also reviewed planned prairie plantings at Schildt Pond and discussed long-term stormwater facility maintenance and regional pond planning efforts.

Village Capital Projects

Director Searl reviewed the Village's proposed 2027 Capital Improvement Program, including funding sources, borrowing plans, settlement funds, and transfers supporting capital projects. He noted that street resurfacing and concrete panel replacement projects continue to be funded through borrowing and annual transfers to the General Fund.

Village Manager Sturgell and Director Hoechst reviewed proposed capital projects for 2027, including repairs to the Jacobsen Road railroad overpass deck at an estimated cost of $500,000, resurfacing of the roadway between the railroad overpass and Interstate 41 overpass at an estimated cost of $250,000, pulverization and paving of Northern Road at an estimated cost of $320,000, continued Municipal Complex parking lot improvements at an estimated cost of $180,000, and preparatory work associated with the future East Shady Lane and Irish Road reconstruction projects.

Staff also reviewed the proposed 2027 street resurfacing program for an estimated cost of $750,000, including improvements to Annex Lane, West Palisades Drive, Beck Street, Stone Hedge Court, Hillsdale Court, Hillington Drive, American Court, Irish Road, and Ehlers Road, along with continued concrete panel replacement activities for an estimated cost of $125,000 and demolition of an obsolete storage building.

Village Manager Sturgell noted that 2027 will primarily serve as a preparatory year for several major infrastructure projects anticipated in 2028, including the Irish Road reconstruction project, the East Shady Lane reconstruction project, and the potential reconstruction of Earl Street in coordination with the City of Menasha. Staff also discussed the development of a longer-range capital improvement schedule to assist with future planning and project prioritization.

6. Adjourn

Motion: Trustee McQuillan, seconded by Trustee Koeppe, to adjourn the meeting at 8:26 p.m. and reconvene for Budget Workshop #3 on Monday, October 19, 2026, at 5:00 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
Budget Workshop #3 Meeting Minutes
Monday, October 19, 2026 – 5:00 p.m.
Municipal Complex – Arden Tews Assembly Room
2000 Municipal Drive, Neenah WI 54956

1. Call to Order

The Budget Workshop was called to order by President Youngquist at 5:00 p.m.

Village Clerk Chantel Jaenke recorded the following Village Board members as present: President Dale Youngquist and Trustees Michael Van Dyke (virtual), Kris Koeppe, Tim Raddatz, Trustee Kate McQuillan, and Barb Hanson (virtual).

Also Present: Director of Finance Jeremy Searl, Village Manager Jeffrey Sturgell, Director of Community Development George Dearborn, Fire Chief Todd Sweeney, Police Chief Tim Callan, Director of Public Works Joe Hoechst, Superintendent Brian Bauer, and Director of IT Tim Plagenz.

Excused: Trustee Deb Swiertz
Public Attendance: No public attendance.

2. Presentation of Departmental Budgets

Director Searl reviewed the workshop agenda, which included the Information Technology, Streets, and Municipal Complex budgets. He also discussed upcoming utility budget materials and noted that the Fire Department staffing proposal and utility rate discussions remained under consideration for future review.

Information Technology

Director Searl reviewed the Information Technology budget, noting that technology-related costs continue to increase due to rising software licensing, cloud services, data storage, and hardware expenses. He reported that the proposed budget includes funding for annual equipment replacements, software licensing, server upgrades, security camera server replacement, document scanners, and mobile data computer replacements. Director Searl noted that the proposed budget reflects a 2.8% increase in levy and fund balance support, which is lower than increases experienced in recent years.

Director Plagenz provided an overview of the Village's information technology infrastructure and discussed the significant cost increases associated with server virtualization software, data storage systems, and related hardware. He explained that the Village's existing storage area network (SAN) and disaster recovery systems require replacement or substantial upgrades and reviewed options for a full hardware and software replacement. Director Plagenz reported that approximately $265,000 is currently budgeted for the SAN replacement project; however, a comprehensive hardware and software replacement is currently estimated at approximately $580,000. He discussed the risks associated with operating outdated infrastructure and unsupported systems.

Following discussion, the Board expressed support for Director Plagenz continuing to obtain formal quotes and evaluate a comprehensive hardware and software replacement option. Staff indicated that a budget amendment may be presented at a future Village Board meeting to address additional funding needs associated with the project.

Streets

Director Searl reviewed the Streets Department budget, including revenues, expenditures, transportation aid, roadway maintenance programs, equipment replacement needs, and interdepartmental cost allocations. He noted a projected decrease in state transportation aid revenues and reviewed transfers supporting garbage and recycling operations as well as the Village's street resurfacing and concrete panel replacement programs.

Director Searl discussed a request to add an additional Street Department laborer position at an estimated cost of approximately $107,000, with costs allocated between Streets and Stormwater operations. He reported that the position was removed from the proposed budget due to funding constraints.

Director Searl also reviewed increases in fuel and operating costs, including a proposed increase in gasoline and diesel fuel funding and continued funding for roadway maintenance programs such as crack sealing and concrete panel replacement. He noted that the Village completed an expanded crack sealing program in 2026 and intends to continue its roadway preservation efforts.

Director Searl reviewed Equipment Replacement Fund activities, including replacement of a single-axle truck and continued funding for future vehicle and equipment replacement needs.

Director Hoechst discussed the ongoing challenges associated with increasing fuel costs and noted that the department is adequately positioned for winter operations based on current salt inventories and procurement plans. He also discussed the long-term staffing impacts associated with continued residential growth and expansion of Village infrastructure, noting that staffing needs may need to be revisited as additional subdivisions and development occur throughout the Village.

Municipal Complex

Director Searl reviewed the Municipal Complex budget, including building maintenance, custodial services, capital improvement projects, and equipment replacement needs. He discussed a request to add a part-time custodian position at an estimated cost of approximately $22,391. The position was removed from the proposed budget due to funding constraints; however, the Board requested that the item be added to the budget workshop follow-up list for further discussion prior to budget adoption.

Director Hoechst and Superintendent Bauer discussed the positive impacts of having the existing part-time and full-time custodian positions, noting improvements in building condition, preventative maintenance efforts, and custodial coverage. Superintendent Bauer also noted that the current part-time custodial position has improved operational efficiency by reducing the need for Streets Department staff to perform custodial duties.

Director Searl reviewed proposed capital improvement projects, including approximately $40,000 for restroom renovations within the Municipal Complex, replacement of service doors, and approximately $66,000 for replacement of electronic message boards at the Municipal Complex and Fire Station No. 40. He also reviewed planned purchases of custodial equipment and up to $15,000 for replacement of interior and exterior security cameras.

Director Searl further reviewed Equipment Replacement Fund activities related to Municipal Complex fuel pumps and facility infrastructure.

Capital Projects Update

Director Searl provided an update to the proposed 2027 Capital Improvement Program, noting that Outagamie County has approached the Village regarding a potential future reconstruction project on Prospect Avenue. He reviewed a proposed addition of approximately $50,000 to the 2027 capital budget for the Village's share of preliminary design and engineering services, which would be funded through borrowing.

Director Hoechst reported that the project is being initiated by Outagamie County and may involve the Town of Grand Chute as a funding partner. While a final project scope, cost-sharing agreement, and construction schedule have not yet been established, he explained that the project is anticipated to address roadway and drainage concerns along Prospect Avenue, including evaluation of stormwater management improvements.

Director Hoechst noted that additional information regarding project scope, costs, and timeline is expected as design efforts move forward.

Stormwater Update

Director Searl provided a follow-up item related to the Stormwater Utility budget, noting that the proposed budget includes a $5,000 contribution to the Little Lake Butte des Morts Association. He explained that the Village provided a similar contribution in the prior year and that the funding had originally been intended as a one-time contribution.

Board members discussed the purpose of the contribution and requested additional information regarding the Association's activities, accomplishments, and use of Village funds. The Board directed that the item be placed on the budget workshop follow-up list for further discussion prior to the public hearing.

Utilities Capital Projects

Village Manager Sturgell reviewed a proposed utility capital project involving a new water system connection to the City of Appleton. He explained that the approximately $2.4 million project would create an additional connection point to improve system reliability and redundancy for the Village's water system following tornado-related impacts to Menasha Utilities.

Director Hoechst provided additional details regarding the proposed connection, noting that it would serve both short-term operational needs and long-term water supply planning efforts. He explained that engineering evaluations and system modeling are underway and that the project would require review and approval from the Wisconsin Public Service Commission before construction could proceed. Director Hoechst further reported that discussions with the City of Appleton and other project partners have been positive and that no construction timeline has been established at this time pending completion of regulatory review and project planning.

Village Manager Sturgell reviewed a proposed water utility capital project associated with the future East Shady Lane reconstruction project. He explained that the project includes replacement of a remaining section of aging ductile iron water main in advance of the planned 2028 roadway reconstruction. The work is intended to address utility infrastructure needs prior to completion of the larger roadway project and avoid future disruption of newly reconstructed roadway improvements.

Village Manager Sturgell reviewed a proposed utility infrastructure project associated with the future Earl Street reconstruction project. He explained that the project includes replacement of an aging sanitary sewer main at an estimated cost of approximately $700,000, along with approximately $125,000 in water service replacement work. He noted that a portion of the sewer project costs are anticipated to be recovered through the Village's sanitary sewer lateral cost-sharing program.

Director Hoechst provided additional details regarding the project and explained that while the public portion of sanitary sewer lateral replacement costs would be covered by the utility, certain costs associated with private property sewer laterals may be the responsibility of affected property owners in accordance with Village policy. He noted that staff will continue evaluating individual laterals to determine replacement needs and acknowledged the sensitivity of assessing costs within an area impacted by the recent tornado event. Director Hoechst stated that the project is intended to prepare utility infrastructure ahead of the anticipated future reconstruction of Earl Street.

Village Manager Sturgell reviewed two proposed sanitary sewer lining projects intended to address aging infrastructure and reduce inflow and infiltration (I&I) within the wastewater system. He explained that the projects include sanitary sewer lining on Calumet Street and within the Glenview Drive/Linwood Lane area, with a combined budget of approximately $500,000. Village Manager Sturgell noted that the Calumet Street project is partially in response to a sewer collapse that occurred earlier in the year, while the Glenview Drive and Linwood Lane project continues the Village's efforts to address aging sewer infrastructure in areas previously identified as significant sources of inflow and infiltration.

Director Hoechst discussed the Village's ongoing wastewater system rehabilitation efforts and noted that both projects were recommended through prior sanitary sewer evaluations. He stated that the projects are intended to further reduce inflow and infiltration and improve long-term system performance. Director Hoechst also reported that Fox West Regional Sewerage Commission has recognized the Village's continued efforts to reduce inflow and infiltration within the sewer system.

Village Manager Sturgell reviewed the final paving phase of the Margeo neighborhood utility project, noting that the project represents the final restoration work associated with previous water, wastewater, and stormwater improvements. He explained that project costs continue to be shared among the applicable utility funds.

Village Manager Sturgell and Director Hoechst reviewed a proposed water utility capital project involving rehabilitation of the Haase Street water tower. Director Hoechst reported that the scope of work has increased significantly from prior estimates because the tower must now be fully sandblasted and recoated rather than simply receiving a new layer of paint. As a result, the project was deferred from 2026 and is proposed for completion in 2027.

Village Manager Sturgell also reviewed a proposed Winchester Road booster station project with an estimated cost of approximately $500,000. He noted that the Town of Clayton is anticipated to be responsible for approximately $400,000 of the project cost, with the remaining portion allocated to the Village due to the operational benefits provided to Village utility customers.

Director Hoechst explained that the proposed booster station would address long-term water pressure concerns within portions of the Town of Clayton and support future development in the area. He noted that the project would improve pressure levels within the utility system, benefit customers in the project area, and provide operational benefits to Village facilities and customers served by the water utility.

3. Adjourn

Motion: Trustee McQuillan, seconded by Trustee Raddatz, to adjourn the meeting at 7:58 p.m. and reconvene for Budget Workshop #4 on Monday, October 26, 2026, at 5:00 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, are subject to revision.*

Village of Fox Crossing Board of Trustees
Budget Workshop #4 Meeting Minutes
Monday, October 26, 2026 – 5:00 p.m.
Municipal Complex – Arden Tews Assembly Room
2000 Municipal Drive, Neenah WI 54956

1. Call to Order

The Budget Workshop was called to order by President Youngquist at 5:00 p.m.

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

Also Present: Director of Finance Jeremy Searl, Village Manager Jeffrey Sturgell, 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, and Superintendent Brian Bauer.

Public Attendance: No public attendance.

2. Presentation of Departmental Budgets

Assessor

Director Searl revisited the Assessor budget and reported that staff recently met with representatives from Accurate Appraisal to review the 2026 assessment process and discuss the potential impacts of the tornado on 2027 property assessments. He explained that while tornado-damaged properties would be individually reassessed to reflect damage, concerns remain regarding how the tornado may affect equalized values and property tax distribution throughout the Village, School District, and surrounding taxing jurisdictions.

Director Searl reviewed a recommendation from Accurate Appraisal to designate 2027 as a maintenance year rather than proceeding with the previously planned interim market update. Under a maintenance year approach, property assessments would generally remain unchanged unless physical changes occurred to a property, such as new construction, improvements, or storm-related damage. He noted that the proposal would allow additional time for state equalization impacts related to tornado damage to become known before undertaking broader market adjustments.

A representative from Accurate Appraisal was present and discussed plans to work closely with Village staff to identify tornado-damaged properties and conduct individual reviews where necessary. They also discussed holding additional office hours for affected property owners and conducting field reviews to ensure assessments accurately reflect property conditions as of January 1, 2027.

Following discussion, the Board reached consensus to move forward with a maintenance year for 2027. Staff indicated that formal action would be brought forward at a future Village Board meeting.

Wastewater Utility

Director Searl reviewed the Wastewater Utility budget, including utility revenues, operating expenditures, debt obligations, capital funding, and reserve balances. He reported that a 2% wastewater rate increase is proposed for 2027, the first rate adjustment since 2024. Director Searl explained that the increase is intended to proactively address anticipated future cost increases associated with major capital improvements planned by the Neenah Menasha Sewerage Commission, increasing utility debt obligations, and other future infrastructure needs. He noted that annual debt service requirements are expected to remain between approximately $1.1 million and $1.2 million through 2033; however, future borrowing for planned capital projects will increase those obligations, making gradual rate adjustments preferable to larger increases in future years.

Director Searl reported that the Wastewater Utility remains financially healthy and discussed the proposed use of approximately $173,000 in fund balance to offset capital and infrastructure-related expenditures. He noted that unrestricted cash reserves are projected to remain near $3.8 million and that depreciation reserves are projected to total nearly $3 million at the end of 2026.

Director Searl also reviewed regional treatment costs associated with the Fox West Regional Sewerage Commission and the Neenah-Menasha Sewerage Commission. He reported that Fox West treatment costs are projected to increase while Neenah-Menasha treatment costs are expected to decline slightly.

Director Hoechst provided an update regarding wastewater flow metering associated with the Town of Clayton sewer connection. He explained that recently installed flow meters have not produced sufficiently reliable data and that alternative metering options are being evaluated. Director Hoechst noted that obtaining accurate flow information remains important for determining appropriate cost allocation and future participation levels within the Fox West Regional Sewerage Commission system.

Director Searl and Director Hoechst also reviewed Equipment Replacement Fund activities, including ongoing replacement of lift station generators and continued funding for future wastewater infrastructure and equipment replacement needs.

3. **Recess for Regular Village Board Meeting**

Motion: Trustee Swiertz, seconded by Trustee Van Dyke, to recess the Budget Workshop at 5:53 p.m. and reconvene upon completion of the regular Village Board meeting.
Vote: Motion carried unanimously.

4. Reconvene Upon Completion of Regular Board Meeting

The Budget Workshop reconvened at 6:40 p.m. following the adjournment of the regular Village Board meeting. All Board members were present.

Water Utility

Director Searl reviewed the Water Utility budget, including utility revenues, operating expenditures, debt obligations, capital funding, and reserve balances. He reported that a simplified 3% water rate increase is proposed for 2027 and explained that the increase is intended to address rising operational and infrastructure costs while the Village continues pursuing a future conventional rate case.

Director Searl discussed ongoing efforts related to water supply agreements and noted that potential future changes involving Menasha Utilities, the City of Neenah, and the proposed Appleton water connection could impact future water rates and operating costs. He explained that no revenue or expenditure adjustments associated with those discussions are included in the proposed budget at this time due to ongoing regulatory review and uncertainty regarding timing and outcomes.

Director Searl reported that the Water Utility remains financially stable and reviewed projected operating revenues, debt service obligations, and reserve balances. He noted that while operating income is expected to remain positive, future capital projects and infrastructure investments will continue to place pressure on utility finances. He also reviewed the utility's debt service coverage ratio and reported that the utility remains well above minimum borrowing requirements.

Director Searl reviewed several operational initiatives, including continued investment in utility security improvements, access control systems, facility monitoring, and infrastructure protection measures. He also discussed adjustments to water treatment and maintenance activities intended to help balance operating costs.

Director Hoechst provided an update regarding the proposed Winchester Road booster station project. He reported that the Town of Clayton declined to include its anticipated cost share in its 2027 budget and that staff are reviewing available options under existing utility agreements. Director Hoechst explained that the project is intended to improve water pressure in portions of the Town of Clayton and support future development in the area while also benefiting portions of the Village water system.

Director Searl reported that the proposed capital improvement budget continues to include the Winchester Road booster station project, estimated at approximately $500,000 and originally proposed to be funded 80% by the Town of Clayton and 20% by the Village. He stated that the project remains in the proposed budget while discussions with the Town of Clayton continue.

Director Searl and Director Hoechst also reviewed Equipment Replacement Fund activities and future utility infrastructure replacement planning, including adjustments to equipment replacement schedules and continued planning for major utility capital improvements.

Fund Balance

Director Searl reviewed the proposed use of General Fund balance, noting that the original budget included approximately $553,000 in fund balance usage. Following the proposed Information Technology budget amendment, the projected use of fund balance increased to approximately $963,000, largely attributable to the planned information technology infrastructure replacement project.

Director Searl reported that despite the increased use of fund balance, the Village is projected to remain within its adopted fund balance policy range. He noted that unassigned fund balance is projected to decrease from approximately $4.4 million at the end of 2025 to approximately $3.8 million at the end of 2026, resulting in an estimated fund balance level of approximately 24.3% of the 2027 budget, which remains within the Village's policy requirement of 20% to 30%.

Director Searl also reviewed the Village's committed stabilization fund and discussed the impact of tornado-related expenditures on that balance. He noted that the current ordinance requires the stabilization fund to equal 20% of the subsequent year's operating budget and explained that, without modification, the Village would be required to restore approximately $3 million to the stabilization fund at year-end.

Director Searl presented a concept for amending the stabilization fund ordinance to allow the Village Board to adopt a formal replenishment plan following significant expenditures from the fund. He explained that the proposed approach would allow future insurance proceeds, FEMA reimbursements, and other eligible revenues to be used to gradually restore the stabilization fund over multiple years rather than requiring immediate replenishment.

Budget Workshop Follow-up Items

Fire Department Staffing Proposal:

Director Searl reviewed the Fire Department staffing proposal that had been placed on the budget workshop follow-up list. He explained that the proposal would add approximately 1,274 paid-on-call firefighter hours at a net annual cost of approximately $27,000. The additional hours would provide daytime staffing coverage Monday through Friday to supplement the department's existing staffing model and improve emergency response capabilities.

Chief Sweeney reported that approximately 9.9% of Fire Department calls occur during periods affected by the proposed staffing gap. He noted that previous staffing adjustments had already reduced turnout times and explained that the proposal would further improve response times during peak call periods.

Following discussion regarding emergency response coverage and service levels, the Board reached consensus to retain the staffing proposal within the proposed budget.

Municipal Complex Custodian Position:
Director Searl reviewed the proposed permanent part-time custodian position, which was previously placed on the budget workshop follow-up list after being removed from the proposed budget due to funding constraints. He reported that the position would provide approximately 20 hours per week of custodial services at a net budget impact of approximately $11,600 after accounting for offsets from seasonal staffing reductions.

Director Hoechst and Superintendent Bauer discussed the operational benefits of the position, including improved cleanliness throughout Village facilities, increased restroom cleaning frequency, enhanced custodial coverage during employee absences, and allowing the full-time custodian to focus on facility maintenance responsibilities. Staff also noted that the position reduces the need for Streets Department personnel to perform custodial duties and may support future maintenance needs at additional Village facilities.

Following discussion, the Board reached consensus to retain the permanent part-time custodian position within the proposed budget.

Little Lake Butte des Morts Association Contribution:
Director Searl reviewed a proposed $5,000 contribution within the Stormwater Utility budget for the Little Lake Butte des Morts Association. He explained that a similar contribution was approved in the prior year and noted that the current budget proposal continued the funding.

The Board discussed the Association's activities, projects, and participation by neighboring communities. Following discussion, the Board reached consensus to retain the $5,000 contribution within the proposed budget.

Garbage and Recycling Rate Increase:
Director Searl reviewed the proposed garbage and recycling rate adjustment, which would increase the annual residential fee from $220 to $225. He explained that the proposed increase is intended to offset rising collection, disposal, and operational costs while maintaining positive fund balance levels within the Garbage and Recycling Fund.

Following discussion, the Board reached consensus to move forward with the proposed garbage and recycling rate increase.

Water and Sewer Utility Rate Adjustments:
Director Searl reviewed the proposed utility rate adjustments. He reported that the Water Utility budget includes a proposed 3% simplified rate increase while staff continue pursuing a future conventional rate case. He also reviewed the proposed 2% Wastewater Utility rate increase, explaining that the increase is intended to address anticipated operating, debt, and infrastructure costs. He noted that no rate increase is proposed for the Stormwater Utility.

Following discussion, the Board reached consensus to move forward with the proposed utility rate adjustments.

Fire Apparatus Replacement
Director Searl reviewed a proposed purchase of a used fire engine to provide temporary apparatus coverage while tornado-damaged Fire Department vehicles are being repaired and replaced.

Chief Sweeney reported that Engine 41 remains out of service for repairs and that two additional fire apparatus were declared total losses following the tornado. He explained that replacement vehicles are not expected to be delivered until mid-2027 and early 2028, creating a temporary reduction in available apparatus. Chief Sweeney reviewed an opportunity to purchase a used fire engine from the City of Kimberly for approximately $20,000 to

serve as a backup vehicle and help maintain operational readiness in the event of additional mechanical issues with the remaining fleet.

The Board expressed consensus support for proceeding with the purchase review process. Staff indicated that the proposed purchase would be placed on an upcoming Village Board agenda for consideration.

Stormwater Utility Reserve Planning
Director Searl discussed future planning for major stormwater pond maintenance activities and proposed establishing a separate reserve account dedicated to pond dredging and maintenance costs. He explained that future dredging activities are operational maintenance expenses and should be accounted for separately from depreciation reserves, which are intended for replacement of capital infrastructure such as pond liners, berms, and other structural components.

Director Searl stated that the proposed reserve account would provide a dedicated funding source for future pond maintenance projects and improve long-term financial planning within the Stormwater Utility. No Board action was requested at this time.

5. Adjourn
Motion: Trustee Swiertz, seconded by Trustee Van Dyke, to adjourn the meeting at 8:40 p.m. the Budget Public Hearing will be on Monday, November 23, 2026, at 5:00 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.*

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 **October 14 , 2026**

Park Commissioners Present: Lacie Callan, Jordyn Kurer, Kathy Sylvester, Matt Werner, Suneer Patel
Excused: Jill Rasmussen, Jean Wollerman
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 September 9, 2026, regular meeting minutes. Commissioner Sylvester motioned to accept the minutes, seconded by Commissioner Callan. Commissioner Patel abstained. Motion carried. The expenditures were reviewed and accepted.

PUBLIC FORUM

- None

DISCUSSION/PRESENTATION

A. **Review of Parks & Recreation Department Policies:** Director Geiser discussed the department's annual policy review. It was noted that the only proposed change was the addition of a weather cancellation subsection to the recreation program policies. The subsection addresses snow and winter weather conditions, as well as heat and air quality guidelines. The final draft will be presented to the Commission for approval at its November 11 meeting.

B. **Rydell Conservancy Rental Space Consideration:** Director Geiser explained that staff placed this item on the agenda to obtain the Park Commission's input regarding the possibility of allowing rentals of the open space area at Rydell Conservancy. The department occasionally receives requests to use the space for wedding ceremonies. Historically, these requests have generally involved brief ceremonies with minimal setup and limited time spent on site. More recently, however, the department has received requests from couples seeking to reserve the area for an extended period and set up chairs and other items for their ceremonies. Staff anticipates that these requests may continue to increase over time.

   Director Geiser indicated that staff would like the Commission's input on whether to allow this type of use in the future. If the Commission supports allowing rentals, staff will research and develop proposed rental policies and fees. If the Commission is not in favor, no further action would be necessary, and future rental requests would be denied.

   Following discussion, the general consensus was that the Commission was not in favor of allowing rentals at the Rydell Conservancy. Commissioners expressed concerns that the department lacks the infrastructure necessary to support this type of use and that allowing weddings and other events could set a precedent that may lead to additional challenges in the future. Staff was directed to deny rental requests for use of the Rydell Conservancy at this time.

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:** Noted how well the recent Howl-O-Ween Treat Trail event went. She thought it was very well received and people seemed to have a great time.
- **Commissioner Werner:** No report.
- **Commissioner Rasmussen:** Excused.
- **Commissioner Sylvester:** Mentioned that the staff, particularly Recreation Supervisor Zak, has done a great job scheduling programs under this year's circumstances.
- **Commissioner Patel:** No report.
- **Commissioner Wollerman:** Excused.

OLD BUSINESS

- None

NEW BUSINESS

A. **Approval of the 2027 Park Commission Meeting Dates:** *Commissioner Patel made a motion to approve the 2027 Park Commission meetings dates as submitted. Commissioner Sylvester seconded the motion.*

The 2027 Park Commission meeting dates were presented. As has been standard practice, meetings will occur on the second Wednesday of every month. For budget review purposes, two meetings will be held in July. Those meetings will occur on the second and fourth Wednesday.

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

CORRESPONDENCE

- None

ADJOURNMENT

Commissioner Sylvester motioned, seconded by Commissioner Patel, to adjourn the Park Commission meeting at 6:50PM. Motion carried unanimously.

The next Commission meeting is scheduled for November 11, 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, October 21, 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. Michael Scheibe
		Mr. Michael Prince
		Mr. Tom Young
EXCUSED:		Mr. Thomas Willecke
		Ms. Tracy Romzek
	Staff:	Community Development Director George Dearborn
		Associate Planner Daniel Dieck
		Village Manager Jeff Sturgell
		Village President Dale Youngquist
	Others:	10 others present

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – September 16, 2026

MOTION: Mr. Cox, seconded by Mr. Scheibe to approve the meeting minutes of September 16, 2026, as presented. Motion carried 5-0-0

PUBLIC HEARING

1. **Public Hearing – Future Land Use Amendment – Evergreen Communities Inc. – from Heavy Industrial to Mixed Use – Parcels 12105870101, 1210491, and 1210587**

   MOTION: Mr. Scheibe, seconded by Mr. Cox to open the public hearing.
   Motion carried 5-0-0

   Director Dearborn explained that the property includes the former Kimberly-Clark office facility and is currently designated Heavy Industrial on the Future Land Use Map. Staff recommended changing the designation to Mixed Use to facilitate adaptive reuse of the historic office building and support a proposed senior housing and mixed-use development. The proposed development would preserve the existing building and include residential units, lake homes, dining, fitness, and related services.

   Public Comments

Todd Schnasse, 665 N. Lake St. - Mr. Schnasse expressed concerns about existing stormwater and sanitary sewer backup issues in the area, potential impacts from additional development, shoreline clearing, erosion, and protection of a nearby eagle nest.

Director Dearborn explained that stormwater, utility, shoreline, and site-design issues would be evaluated during future site plan, engineering, and permitting reviews.

Ken Arneson, President and CEO of Evergreen Communities - described the proposal, including 67 apartments and 68 lake homes, along with a fitness facility, restaurant, and community-oriented programming. He stated Evergreen Communities intends to preserve the historic building and create a development compatible with the surrounding area.

Jack Richeson, Martenson & Eisele, civil engineer for the project - stated that the development team would complete site design, stormwater management, drainage, and permitting work with the Village and Wisconsin Department of Natural Resources. He noted that the project design would address drainage, erosion control, shoreline protection, landscaping, and neighboring-property concerns.

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 5-0-0

2 **Public Hearing - Zoning Change – Evergreen Communities Inc. – from I-2 Heavy Industrial District and R-3 Suburban Medium Density District to M-1 Mixed Use District**

MOTION: Mr. Scheibe, seconded by Mr. Cox to open the public hearing.
Motion carried 5-0-0

Director Dearborn explained that the zoning amendment is contingent on approval of the Future Land Use Map amendment. The M-1 Mixed-Use District would accommodate the proposed residential and ancillary commercial/service uses. He noted that further reviews, including site plan and stormwater review, would occur as the project advances. Staff recommended approval.

No public comments were received.

MOTION: Mr. Scheibe, seconded by Mr. Cox to close the public hearing. Motion carried 5-0-0

OLD BUSINESS

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

Director Dearborn reviewed the revised preliminary plat for Chesterfield Estates at 985 Irish Road. The revised plan removed a lot and provided a temporary cul-de-sac configuration that could allow for a future roadway extension toward Symphony Boulevard. Staff continued to recommend a dedicated future right-of-way connection to Symphony Boulevard and expressed concern regarding the long-term design and maintenance of the cul-de-sac.

Chester Krawze, 985 Irish Rd. - noted the financial and physical constraints associated with extending a roadway through the property, including wetlands, bedrock, and the limited number of developable lots.

John Davel, Davel Engineering, civil engineer for the project - discussed the revised plan, stating that the plat meets Village subdivision ordinance requirements and that the revised design accommodates a possible future extension while avoiding an immediate roadway connection through the owner's property.

Commission members discussed the distinction between mapping and dedicating a future right-of-way, public versus private street maintenance, utility extensions, long-term planning considerations, and the applicant's concerns about privacy and potential public access.

MOTION: Mr. Young, seconded by Mr.Jochman to approve the revised preliminary plat without requiring a dedicated future right-of-way. Motion failed due to insufficient votes, 2-2-1(Mr. Cox abstained)

MOTION: Mr. Prince, seconded by Mr. Scheibe to approve the revised preliminary plat, subject to the following conditions:

1. A public cul-de-sac shall extend from Irish Road, with a future right-of-way connection from the cul-de-sac to Symphony Boulevard mapped and dedicated. Construction of that future roadway connection is not required at this time.
2. Public water shall extend through the development from Symphony Boulevard toward Irish Road, creating a looped water system. Public water and sanitary sewer easements shall be dedicated as necessary.
3. A development agreement shall be required before development activity or land sales, consistent with the Village subdivision ordinance.
   Motion carried 5-0-0

NEW BUSINESS

1. **Future Land Use Amendment – Evergreen Communities Inc. – from Heavy Industrial to Mixed Use – Parcels 12105870101, 1210491, and 1210587**

   Director Dearborn recommended approval of the amendment from Heavy Industrial to Mixed Use. Commission members discussed the proposed adaptive reuse of the former Kimberly-Clark office building, compatibility with surrounding industrial properties, and the value of preserving and repurposing the existing structure. The Commission also discussed the nearby burial chamber and noted the letter received by the owner Matt Mars (see attached letter) and acknowledged that existing industrial uses and railroad activity would remain.

   MOTION: Mr. Scheibe, seconded by Mr. Young to approve revising the future land use map from heavy industrial to mixed use.

   Motion carried 5-0-0

2. **Zoning Change – Evergreen Communities Inc. – from I-2 Heavy Industrial District and R-3 Suburban Medium Density District to M-1 Mixed Use District**

   MOTION: Mr. Scheibe, seconded by Mr. Young to approve rezoning the subject Evergreen Communities properties from I-2 Heavy Industrial District and R-3 Suburban Medium Density District to M-1 Mixed-Use District. Motion carried 5-0-0

OTHER BUSINESS

Development Activity Report

Director Dearborn presented the September development activity report. He reported no single-family or duplex permits for the month and one multifamily permit. Year-to-date activity included five single-family and six multifamily units. He noted that development activity is currently affected by higher interest rates, but anticipated increased activity in the coming year as pending subdivisions and projects proceed.

COMMUNICATIONS

Sustainability Committee

Director Dearborn reported that an electronics recycling event was recently held. Participation was lower than the prior event.

PUBLIC FORUM

No additional public comments were presented.

ADJOURN

At 6:45 p.m., **MOTION:** Mr. Scheibe, seconded by Mr. Cox to adjourn. Motion carried 5-0-0

Respectfully submitted,

Dan Dieck
Associate Planner

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

RES #261123-1

ADOPT THE 2027 VILLAGE BUDGET AND ASSOCIATED TAX LEVY

WHEREAS, the Village of Fox Crossing Board of Trustees has presented a budget for the fiscal year 2027; and

WHEREAS, a public hearing was held on November 23, 2026 to present the proposed budget to the residents of the Village of Fox Crossing; and

WHEREAS, the proposed budget includes all governmental and proprietary funds; and

WHEREAS, the proposed budget was available for public inspection at the Village Finance Office prior to the public hearing; and

WHEREAS, the total expenditures & transfers for the 2027 General Fund Budget are $15,872,692; and

WHEREAS, the total expenditures for the 2027 Water Utility budget are $11,868,556, which includes debt principal and capital payments of $6,091,035; and

WHEREAS, the total expenditures for the 2027 Wastewater Utility budget are $6,734,160, which includes debt principal and capital payments of $2,221,614; and

WHEREAS, the total expenditures for the 2027 Stormwater Utility budget are $3,931,623, which includes debt principal and capital payments of $1,779,593.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby sets the Village budget for all fiscal year 2027 funds with **$38,646,528** in expenditures and **$41,921,659** in revenues as per Attachment 'A'.

BE IT FURTHER RESOLVED that the Village of Fox Crossing Board of Trustees hereby establishes the 2026 municipal tax levy to be paid in 2027:

$10,661,534 excluding Village of Fox Crossing tax increments
$11,156,886 including Village of Fox Crossing tax increments

Adopted this 23rd day of November, 2026

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

_____
Dale A. Youngquist, Village President

_____
Attest: Chantel M. Jaenke, Village Clerk

BACKUP to RES #261123-1

ATTACHMENT 'A'

GENERAL FUND:	2026 REVISED BUDGET	2027 PROPOSED BUDGET	% CHANGE
REVENUES			
Property Taxes	8,271,470	8,460,904	
Other Taxes	756,600	756,600	
Special Assessments	13,500	13,000	
Intergovernmental Revenues	2,822,591	2,796,508	
Licenses, Permits, & Fees	561,895	572,750	
Fines & Forfeitures	217,000	233,200	
Public Charges for Services	353,474	359,724	
Miscellaneous Revenues	504,050	354,300	
Intergovernmental Charges/Transfers	1,523,610	1,362,733	
TOTAL REVENUES	**15,024,190**	**14,909,719**	**(0.76%)**
Assigned Balance Applied	101,400	533,250	
Unassigned Balance Applied	1,117,395	429,723	
TOTAL REVENUES & APPLIED ASSIGNED BALANCE	**16,242,985**	**15,872,692**	**(2.28%)**
EXPENDITURES			
General Government	2,522,596	2,633,285	
Public Safety	7,277,078	7,056,306	
Public Works	2,982,126	2,785,353	
Health & Human Services	0	0	
Culture, Recreation, & Education	1,344,191	1,333,578	
Conservation & Development	328,288	260,111	
Debt Service	0	0	
Capital Outlay	697,393	710,287	
Transfer to Other Funds	1,091,313	1,093,772	
TOTAL EXPENDITURES	**16,242,985**	**15,872,692**	**(2.28%)**

All Governmental and Proprietary Funds Combined	Projected Fund Balance 01/01/27	2027 Total Revenues	2027 Total Expenditures	Projected Fund Balance 12/31/27	Total Property Tax Contribution (TID OUT)
General Fund: Nonspendable/Assigned	4,476,551	800,000	400,000	4,876,551	-
Unassigned	3,783,362	14,889,719	15,339,442	3,333,639	8,460,904
Fire Impact Fee	(1,098,750)	20,000		(1,078,750)	
Sub-Total General Fund	7,161,163	15,709,719	15,739,442	7,131,440	8,460,904
Special Revenue Funds	5,482,816	3,720,982	3,121,947	6,081,851	
Park Improvement Fee	5,945	-	-	5,945	
Park Open Space in Lieu of Land	373,292	-	-	373,292	
Park Impact Fee	(193,929)	32,000	-	(161,929)	
Sub-Total Special Revenue Funds	5,668,124	3,752,982	3,121,947	6,299,159	
Debt Service Fund	1,108,156	2,825,705	3,193,733	740,128	2,155,630
Capital Projects Funds	12,326,585	4,095,288	4,149,309	12,272,564	-
Stormwater Utility	9,802,548	3,033,714	2,152,030	10,684,232	-
Wastewater Utility	12,636,392	5,110,850	4,512,546	13,234,696	-
Wastewater Impact Fee	(1,337,790)	-	-	(1,337,790)	
Sub-Total Wastewater Utility	11,298,602	5,110,850	4,512,546	11,896,906	
Water Utility	8,992,592	7,393,401	5,777,521	10,608,472	-
Water Impact Fee	(808,234)	-	-	(808,234)	
Sub-Total Water Utility	8,184,358	7,393,401	5,777,521	9,800,238	
TOTAL	55,549,535	41,921,659	38,646,528	58,824,667	10,616,534

RES #261123-2

CHANGE ORDER #1 & FINAL – PALISADES STORM SEWER EXTENSION PROJECT

WHEREAS, on April 20, 2026, Vinton Construction Co., was awarded the Palisades Storm Sewer Extension Project contract in the amount of $113,694.74; and

WHEREAS, Change Order #1 consists of a decrease in the amount of $1,883.20 for the following items:

Final Quantities		($1,883.20)
	Total:	($1,883.20)

WHEREAS, it is the recommendation of Engineer Zach Laabs and Public Works Director Joe Hoechst to approve Change Order #1 & Final to Vinton Construction Co., for a total decrease of $1,883.20, resulting in an adjusted contract amount of $111,811.54.

NOW, THEREFORE BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby approves Change Order #1 & Final for the Palisades Storm Sewer Extension Project contract, for a total decrease of $1,883.20, resulting in an adjusted contract amount of $111,811.54, for **Vinton Construction Co., 1322 33rd Street, Two Rivers, Wisconsin.**

Adopted this 23rd day of November, 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

November 9, 2026

Village of Fox Crossing
2000 Municipal Drive
Neenah, WI 54956

Re: Village of Fox Crossing
Palisades Lane Storm Sewer Extension
Change Order #1
McM. No. F0057-09-26-00184

Enclosed herewith is Change Order #1 for the above referenced project. This change is a decrease in the Contract in the amount of $1,883.20. The current Contract Price is $111,811.54.

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.

Zachary R. Laabs
Municipal & Civil Engineer

ZRL: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

VINTON CONSTRUCTION CO.
1322 33rd Street
PO Box 137
Two Rivers, WI 54241-0137

Contract No.	F0057-09-26-00184
Project File No.	F0057-09-26-00184
Change Order No.	One (1)
Issue Date:	November 6, 2026
Project:	Village of Fox Crossing
	Palisades Ln Storm Sewer Extension

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

	(Item Description)	(Price)
1.1	See Attached Final Quantities Spreadsheet	- $1,883.20
	TOTAL	**- $1,883.20**

The Changes Result In The Following Adjustments:

	CONTRACT PRICE	TIME
Prior To This Change Order	$113,694.74	- days
Adjustments Per This Change Order	- $1,883.20	0 days
Current Contract Status	**$111,811.54**	- days

Recommended:	Accepted:	Authorized:
McMAHON ASSOCIATES, INC.	**VINTON CONSTRUCTION CO.**	**VILLAGE OF FOX CROSSING**
Neenah, Wisconsin	Wisconsin	Wisconsin
By:	By:	By:
Date: 11-9-2026	Date: 11-9-2026	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

FINAL QUANTITIES

VILLAGE OF FOX CROSSING | FOX CROSSING UTILITIES
Palisades Lane Storm Sewer Extension
McM. No. F0057-09-26-00184

Engineer: McMAHON ASSOCIATES, INC.
1445 McMahon Drive
PO Box 1025
Neenah, WI 54956 / 54957-1025

VINTON CONSTRUCTION CO.
1322 33rd Street
PO Box 137
Two Rivers, WI 54241

BASE BID | STORM SEWER

Item	Description	Qty	Unit	BID QUANTITIES		FINAL QUANTITIES	
				Unit Price	Total	Qty	Total
1.	36 Inch Storm Sewer	280	L.F.	$107.77	$30,175.60	284.00	$30,606.68
2.	18 Inch Storm Sewer	30	L.F.	$78.39	$2,351.70	42.00	$3,292.38
3.	Granular Backfill	150	L.F.	$66.26	$9,939.00	150.00	$9,939.00
4.	60 Inch Diameter Storm Sewer Catch Basin with Casting	31	V.F.	$1,075.86	$33,351.66	30.00	$32,275.80
5.	18 Inch Storm Sewer Plug	3	Ea.	$201.60	$604.80	3.00	$604.80
6.	Sawcut and Connect to Existing Storm Manhole 29C	1	L.S.	$379.50	$379.50	1.00	$379.50
7.	Connect to Existing 12 Inch PVC Storm Sewer	1	L.S.	$592.88	$592.88	1.00	$592.88
	SUB-TOTAL (Bid Items 1. through 7., Inclusive)				**$77,395.14**		**$77,691.04**

BASE BID | MISCELLANEOUS/RESTORATION

Item	Description	Qty	Unit	BID QUANTITIES		FINAL QUANTITIES	
				Unit Price	Total	Qty	Total
8.	Mobilization, Bonding, Insurance	1	L.S.	$17,000.00	$17,000.00	1.00	$17,000.00
9.	Traffic Control	1	L.S.	$500.00	$500.00	1.00	$500.00
10.	Inlet Protection	3	Ea.	$150.00	$450.00	3.00	$450.00
11.	Tree Removal	30	ID	$16.67	$500.10	0.00	$0.00
12.	2-1/4 Inch HMA Pavement, Lower Layer (3 LT 58-28 S)	350	S.Y.	$32.99	$11,546.50	280.00	$9,237.20
13.	Asphalt Driveway, 3 Inch (4 LT 58-28 S)	100	S.Y.	$63.03	$6,303.00	110.00	$6,933.30
	SUB-TOTAL (Bid Items 8. through 13., Inclusive)				**$36,299.60**		**$34,120.50**
	TOTAL (Items 1. through 13., Inclusive)				**$113,694.74**		**$111,811.54**

RES #261123-3

APPROVE MAIL MACHINE LEASE

WHEREAS, the current mail machine lease expires on December 31, 2026; and

WHEREAS, the current mail machine processing speed is 120 letters per minute (lpm), with automatic feed with a mixed sized feeder, 10 pound scale and includes the ability to conduct department accounting (tracking postage by department); and

WHEREAS, quotes were received from three (3) vendors for a five (5) year lease agreement, as follows:

	Five-Year Cost
Quadient IX-5AF (Office Enterprise)	$7,384.80 ($123.08/mo)
Postal Source IX-5AF	$7,395.00 ($123.25/mo)
Pitney Bowes Send ProC	$9,384.00 ($156.40/mo)

; and

WHEREAS, these prices are valid only with a signed agreement by November 30, 2026; and

WHEREAS, each postage processing machine proposed contains a 10 pound dynamic scale to accurately calculate postage rates and is similar in performance with processing speed of 95 lpm Pitney Bowes and 110 lpm from Quadient and Postal Source; and

WHEREAS, the Quadient quote stays within the 2027 budgeted amount of $2,828 per year; and

WHEREAS, online reviews of the Office Enterprise performance and Quadient customer service were generally positive and satisfactorily rated, as well as the Village had a positive experience with Quadient regarding the folding machine; and

WHEREAS, the Finance Director recommends leasing the Office Enterprise from Quadient due to the lowest cost for comparable machines with acceptable customer review and ratings.

NOW, THEREFORE BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby approves the mail machine five (5) year lease agreement with Quadient for the five (5) year total amount of $7,384.80.

Adopted this 23rd day of November, 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

ORD #261109-1:ORD *Second Reading & Adoption*

AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §A450 FINES & PENALTIES

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

Part I. Chapter §A450 Fines & Penalties is hereby amended, as shown in Attachment 1 (amendments shown in red).

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 on January 1, 2027, and be in full force from and after its passage and publication or posting according to law.

Date Introduced: November 9, 2026
Date Adopted: _____

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

Chapter A450

FINES AND PENALTIES

§ A450-1. Schedule of Fines.

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

§ A450-1. Schedule of Fines. [Amended 11-25-2024 by Ord. No. 241111-3; 10-13-2025 by Ord. No. 250922-3; 3-9-2026 by Ord. No. 260223-4; 4-6-2026 by Ord. No. 260323-2; 5-18-2026 by Ord. No. 260504-3]

*Designates maximum amount set by state.

Section	Penalty	Fine	State Statute
Chapter 108, Police Department			
§ 108-1F	General powers - Chief and each officer, refusal or neglect to render assistance, violator must pay forfeiture	$10	§ 814.70 and § 814.705(2)
§ 108-4A	Violation of the general powers of police officers and Chief of Police	$10 to $100	
Chapter 143, Alarm Systems			
§ 143-2E	Private alarm system equipment and testing requirements; forfeitures	$10 to $200	
§ 143-4A(1) to (5)	Private alarm systems - Police Department		
	First 2 false alarms per any 12-month period	No charge	
	Third and fourth false alarms per 12-month period, each	$25	
	Fifth and sixth false alarms per any 12-month period, each	$75	
	Seventh and eighth false alarms per any 12-month period, each	$100	
	Ninth and subsequent false alarms per any 12-month period, each	$200	

1. **Editor's Note: This chapter derives from Appendix C of the former Municipal Code, amended 12-19-2016, 6-26-2017 by Ord. No. 170612-1, 7-9-2018 by Ord. No. 180625-1 and 12-17-2018 by Ord. No. 181126-2.**

Section	Penalty	Fine	State Statute
§ 143-4B	False alarm penalties for the Police Department shall be a special charge and a lien on the property and shall be paid in full within 30 days of receipt of notice; delinquencies shall accrue simple interest per annum rate of	12%	§ 66.0627
Chapter 146, Alcohol Beverages			
§ 146-15A		Follow state statute	Ch. 125
§ 146-15C	First violation of any other provision of Article I shall be fined	$10 to $100*	
§ 146-15D	Any person violating Article I and previously convicted	$10 to $200*	
§ 146-22	Regulation of alcohol licenses for sexually oriented businesses; violations of Article II		
	First offense	$500 to $1,000	
	Second offense	$500 to $3,000	
	Third offense	$500 to $5,000	
Chapter 150, Amusements			
§ 150-8.1	Special event, failure to obtain permit, per event		
	First offense	$10 to $200	
	Second and subsequent offense	$200 to $500	
§ 150-8.1	Mechanical amusement devices, failure to obtain permit		
	First offense	$10 to $200	
	Second and subsequent offense	$200 to $500	
§ 150-17	Public dances, failure to obtain permit		
	First offense	$10 to $200	
	Second and subsequent offense	$200 to $500	
Chapter 174, Campers			
§ 174-5	Recreational campers; violation of chapter, §§ 174-1 to 174-4	$10 to $25	
Chapter 179, Christmas Tree Sales			

Section	Penalty	Fine	State Statute
§ 179-6	Christmas trees; failure to obtain permit/noncompliance, per day	$10 to $100	
	Failure to clean up lot; fine	$100	
Chapter 182, Cigarettes, Electronic Vaping Devices, and Tobacco Products			
§ 182-5A	Cigarettes, electronic vaping devices, and tobacco possession by minor		
	First offense	$100	
	Second offense	$200	
	Third and subsequent offense	$300	
§ 182-5B	All other tobacco offenses	$300	
§ 182-11	Smoking violation, for person in charge, for each violation	$100*	§ 101.123(8)(d)
	Smoking violation, for customer	$100*	§ 101.123(8)(a)
§ 182-11.1	Smoking and/or possession on school grounds		
	First offense	$100	
	Second offense	$200	
	Third and subsequent offense	$300	
Chapter 209, Escorts and Escort Services			
§ 209-12	Violation of chapter (each day separate offense); plus license revocation	Not over $1,000	
Chapter 218, Fires and Fire Prevention			
§ 218-50A(1) and (2)	Violation of Ch. 218, specifically Articles I through XI, and Ch. 53, § 53-3, Authority at emergency incidents		§ 101.14
	First offense, plus prosecution costs	$50 to $200*	
	Second offense, plus prosecution costs	$100 to $400*	
§ 218-50B	Violation of Sec. 907 of the IFC, reference equipment and testing	$10 to $200	
§ 218-50C	Violation of Ch. 228, Hazardous Materials	Actual costs incurred	
§ 218-50D(1) and (2)	Violation of Ch. 218, Art. III, Installation Permits		

Section	Penalty	Fine	State Statute
	Installations without local plan review process in addition to permit fees	$200	
	Installation completed without installation permit in addition to permit fees	$400	
§ 218-50F	Web-based reporting requirements		
	Noncompliance: First offense of web-based reporting requirement	$100	
	Noncompliance: Second offense of web-based reporting requirement	$200	
§ 218-50G	Violation of Ch. 218, Art. X, Fireworks	$100 to $1,000	
§ 218-50H	False alarms		
	First alarm per 12-month period	No charge	
	Second false alarm per 12-month period, plus payroll for 4 firefighters	$100*	
	Third and subsequent false alarms per 12-month period, plus full firefighter payroll	$150*	
§ 218-50I	Hazardous materials release/spill fees, per vehicle per hour for expenses incurred, plus firefighters payroll expenses and reimbursement for materials	$90 (per FEMA)	
§ 218-50J	Motor vehicle crash response per apparatus, not to exceed 2 apparatus	$100 per hour	
	Extraction equipment - multiple vehicles billed individually	$250	
	Oil dry, per 5-gallon container	$25	
	Firefighter payroll based upon prevailing wage per call; multiple vehicles will be based upon number of vehicles divided into payroll	Per call	
§ 218-50K	Routine fire prevention visits		
	Repeat fire prevention visits	$0	
	Noncompliance of any violation noted on the first reinspection	$75	

Section	Penalty	Fine	State Statute
	Noncompliance of any violation noted on the second reinspection	$150	
	Noncompliance of any violation noted on the third reinspection	$225	
	Noncompliance of any violation noted on the fourth or more reinspections	$300	
	Citation fine	Per court fine schedule (Bond Schedule)	
Chapter 232, Hotels and Motels			
§ 232-18	Failure to obtain permit; refuse inspection; violation of any provision of this chapter, per day	$500	
Chapter 270, Massage Therapy, Bodywork Therapy, and Reflexology			
§ 270-16	Failure to obtain a massage establishment license, per day	$100 to $500	
§ 270-16	All other violations of Chapter 270, per day	$500 to $1,000	
Chapter 274, Mobile Food Vendors			
§ 274-14	Failure to obtain permit; violation of any provision of this chapter	$100 to $1,000 per day	
Chapter 276, Mobile Homes and Mobile Home Parks			
§ 276-20	Mobile home parks; violation of chapter	$10 to $100	§ 66.0435(3)(c)1d
Chapter 287, Nuisances			
§ 287-4D	Administrative charge for personnel, transportation, and office expenses, plus actual contractual mowing costs; flat administration fee will increase 3% on January 1 of each year	$122.34, plus mowing costs	
	Repeat offender fee for property owners who receive multiple complaints within a single growing season	$50 per complaint	
§ 287-16	Chronic nuisance premises		
	First offense	$150 to $250	
	Second offense	$250 to $500	
	Third offense and higher	$500 to $1,000	

Section	Penalty	Fine	State Statute
§ 287-17	Penalty for violating chapter	$25 to $200	
Chapter 294, Parks and Recreation			
§ 294-2	Violation of chapter	$25 to $200	
§ 294-3	Violation of regulations	$25 to $200	
§ 294-4	Boat Trailer Parking Violation	$25 to $200	
§ 294-5	No disc golf permit	$25 to $200	
§ 294-6	Violation of hours of use	$25 to $200	
Chapter 298, Pawnbrokers, Secondhand Dealers and Flea Markets			
§ 298-7	First offense	$50 to $1,000	§ 134.71
	Second or subsequent offense	$500 to $2,000	
Chapter 325, Sewers and Water			
§ 325-18	Property owners mandatory public water hookup, failure to connect must pay penalty in addition to actual cost of hookup	$500	
§ 325-39I	Penalties for violating § 325-39, Wellhead protection	$500 to $1,000	
§ 325-40	Penalties for chapter violations, maximum amount	$500	
Chapter 337, Streets and Sidewalks			
§ 337-4G	Violation of this code section relating to Village road right-of-way occupancy	$50 to $1,000	
§ 337-5I	Unauthorized excavations, alterations or obstructions within Village rights-of-way; each violation or infraction	$50 to $1,000	
§ 337-10B	Depositing snow or ice in any alley, road or street, plus removal charges		
	First offense	$75	
	Second offense	$150	
	Third offense	$300	
§ 337-10C(3)	Snow must be removed from sidewalks; if refused or neglected, cost to be billed against property owner and if not paid shall charge the owner by special assessment, plus interest	1.5% per month	

Section	Penalty	Fine	State Statute
§ 337-14B	Parking automobiles or other motorized vehicles on private premises which interferes with any Village road or public right-of-way, shall pay daily fine	Not to exceed $100	
§ 337-18M	Street trees within road right-of-way	$50 to $500	
§ 337-19E	Vehicles designated as heavy traffic prohibited from using any routes not specifically designed for these vehicles, penalty each violation, per day plus costs of prosecution	$100 to $1,500	
Chapter 352, Transient Merchants			
§ 352-15	Transient merchants; penalty for violation of any portion of this chapter	$100 to $1,000	
Chapter 364, Vehicles and Traffic			
§ 364-4B	Noncompliance with provisions of commercial vehicle parking	$50 to $250	
§ 364-14B	Special local regulations, violation of traffic and snowmobile code, §§ 364-5, 364-5.1, 364-9, 364-10, 364-11, 364-12 and 364-13		
	First offense, plus costs of prosecution	$20 to $300*	
	Second offense within 2 years, plus costs of prosecution	$50 to $500*	
§ 364-14C(1)	Parking regulations violations of § 364-4	$10 to $100*	§ 346.505
	Snow emergency violations, § 364-4D, forfeitures	$75 to $150	
	Handicap parking violations (per Wisconsin Statutes) forfeitures	$150 to $300*	§ 346.505
§ 364-14C(2)	Non-moving traffic offenses, forfeitures as referenced in § 364-1		§§ 346.50 to 346.56
	First offense	$10 to $200*	
	Second offense within 1 year	$20 to $400*	
§ 364-14C(3)	Except handicap parking and snow emergency violations		
	Minimum penalty if not paid within 10 days, fines doubled	$50*	

Section	Penalty	Fine	State Statute
	Fines not paid within 20 days, fines doubled plus $25	$75*	
	Handicap violations and snow emergency		
	Minimum penalty if not paid after 10 days, fines plus $50	$125 to $200*	
	Fines not paid within 20 days, fines doubled	$150 to $300*	
§ 364-15E	Forfeited penalties and deposits not included in the Uniform Schedule for ordinance violations; deposit amount (§§ 364-5, 364-9, 364-10, 364-11 and 364-12)	$20*	
§ 364-24B	Bicycle license required; penalty plus court costs	$2 to $25	
§ 364-28	Noncompliance with provisions of commercial vehicle parking	$50 to $250	
Chapter 372, Waste Management, Article I, Solid Waste			
§ 372-11C(1)	Solid waste and garbage disposal, violation of § 372-3 only		
	First violation	$10 to $200	
	Second violation	$200 to $500	
	Third or subsequent violation	$500 to $2,000	
§ 372-11C(2)	Penalties for violation of any other provision of this article (excluding § 372-3)	$50 to $1,000	
Chapter 372, Waste Management, Article II, Hazardous Waste			
§ 372-21	Forfeiture costs for violations of Article II, plus prosecution costs	$2,000 to $25,000	
Chapter 376, Weights and Measures			

Section	Penalty	Fine	State Statute
§ 376-7	Hinders, obstructs or impersonates a sealer; uses or has in their possession any incorrect weight or measure; represents a false quantity or price in connection with a purchase or sale of any commodity; uses or disposes of any rejected weight or measure or removes therefrom any official tag/ seal/stamp or mark; violates § 98.15(1), False testing, Wis. Stats.; any other provision of this chapter		§ 98.26
	First offense	Not less than $100 nor more than $500	
	Second and subsequent offense	Not less than $200 nor more than $1,000	
§ 376-31	Failure to notify Village Sealer within 72 hours of the addition or replacement of new or used weights and measures equipment	Triple the device fee	
Chapter 383, Building Construction			
§ 383-54A	Failure to comply with provisions of chapter	$100 to $1,500	
Chapter 394, Development Standards and Site Plan Review			
§ 394-21B	Noncompliance with provisions of site plan review, plus costs of prosecution; per day each violation that exists	$50 to $250	
§ 394-41	Noncompliance with provisions of official (street, road, highway, park, parkway, waterway, right-of-way, etc.) map	$50 to $250	
Chapter 400, Article I, Construction Site Erosion Control			
§ 400-12F	Failure to comply with provisions of Article I, per offense, each occurrence plus the costs of prosecution (less than 1 acre/1 acre or more of disturbance)		
	Failure to apply for and obtain an erosion control permit	$50 to $1,000	
	Failure to develop and implement an erosion and sediment control plan	$50 to $500	

Section	Penalty	Fine	State Statute
	Failure to post the certificate of permit coverage at the site	$50 to $500	
	Failure to retain plans and inspection reports at the site	$50 to $1,000	
	Failure to inspect and monitor erosion and sediment control BMPs	$50 to $1,000	
	Failure to repair, replace or maintain erosion and sediment control BMPs	$50 to $1,000	
	Failure to amend an erosion and sediment control plan, as needed	$50 to $1,000	
	Failure to implement an amended erosion and sediment control plan	$50 to $1,000	
Chapter 400, Article II, Post-Construction Stormwater Management			
§ 400-28I	Failure to comply with provisions of Article II, per offense, each occurrence (less than 20,000 square feet/20,000 square feet or more of disturbance)		
	Failure to apply for and obtain a stormwater management permit	$50 to $1,000	
	Failure to develop and implement a stormwater management plan	$50 to $1,000	
	Failure to prepare a maintenance agreement or record drawings	$0 to $250	
	Failure to post the certificate of permit coverage at the site	$25 to $250	
	Failure to retain plans, maintenance logs, inspection reports	$25 to $250	
	Failure to inspect and monitor stormwater management BMPs	$30 to $300	
	Failure to repair, replace or maintain stormwater management BMPs	$50 to $500	
	Failure to amend a stormwater management plan, as needed	$50 to $500	
	Failure to implement an amended stormwater management plan	$50 to $500	
Chapter 400, Article III, Illicit Discharge and Connection			
§ 400-44E(1)	Failure to comply with provisions of Article III, per offense, each day	Homeowner/other	

Section	Penalty	Fine	State Statute
		Not less than:	
	Failure to properly dispose of a pollutant or illicit discharge	$50 to $1,000*	
	Failure to take reasonable actions to eliminate an illicit discharge	$50 to $1,000*	
	Failure to take reasonable actions to locate an undocumented drain	$30 to $300*	
	Failure to implement WPDES industrial discharge permit	$0 to $500*	
	Failure to allow reasonable access for inspection or sampling	$50 to $500*	
	Failure to install, maintain or calibrate monitoring equipment	$0 to $500*	
	Failure to install or maintain nonstructural and structural BMPs	$0 to $500*	
	Failure to notify Village of a spill or release of hazardous substance	$25 to $250*	
	Failure to take reasonable actions to prevent or contain a spill or release of a hazardous substance	$50 to $500*	
	*Alternative compensatory actions: storm drain stenciling, creek cleanup, attendance at a compliance workshop, highway cleanup, or other appropriate action as determined by the Director of Community Development		
Chapter 407, Housing Standards			
§ 407-16	Violation of code, maximum penalty	$200	
Chapter 419, Land Division			
§ 419-3I(2)	Failure to comply with chapter	$200 to $2,000	§§ 236.30 to 236.32
Chapter 435, Zoning			
§ 435.7-81	Violation of section relating to adult-oriented establishments	$50 to $500	

Section	Penalty	Fine	State Statute
§ 435.12-08	Penalties for any person, firm, or corporation who or which fails to comply with the provisions of this chapter, plus cost of prosecution for each violation; each day a violation exists constitutes a separate offense; penalties may be increased for repeat offenses of the same violation	$200 to $2,000	

ORD #261109-2:ORD *Second Reading & Adoption*

AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §49-6(F)(2) TO ADD DIRECTION ON REIMBURSING THE STABILIZATION FUND AFTER 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 Municipal Code §49-6(F)(2) requires the Village to establish a Stabilization Fund as part of the annual Village budget process to ensure funds are available for emergency purposes due to an external dramatic reduction in revenue sources or to respond to a natural disaster; and

WHEREAS, due to the July 27, 2026 EF-3 tornado event that occurred in the Village, the Village Manager declared an Emergency Declaration within the Village and utilized Stabilization Funds to respond to the emergency; and

WHEREAS, the Municipal Code currently does not address how quickly the Stabilization Funds should be reimbursed following the extensive use of the funds; and

WHEREAS, a provision needs to be added to the code to provide direction for how and when the Stabilization Fund should be reimbursed and returned into compliance of this section following the extensive use of the funds for an emergency.

THEREFORE BE IT ORDAINED, the Village of Fox Crossing Board of Trustees hereby amends Fox Crossing Municipal Code §49-6(F)(2) as follows to provide direction on how and when the Stabilization Fund should be reimbursed and returned into compliance with this section following the use of funds within a year (amendment identified in red):

§49-6 Preparation and adoption of annual budget.

…

F. Fund balance/equity.

(1) The general fund unassigned fund balance shall be established by the Village Board for the purpose of working capital, in the amount range of 20% to 30% of the subsequent year's general fund operating budget. The purpose of the working capital is to ensure normal operation of the Village, in order to avoid short-term borrowing for such operations.

(2) Establish the amount of general fund committed equity for stabilization purposes. The committed Stabilization Fund amount shall equal 20% of the subsequent year's general fund operating budget. This 20% commitment may only be expended when certain specific circumstances exist and for items that are not expected to occur routinely. Specific circumstances may include externally imposed reductions in revenue, including dramatic changes in economic or financial conditions of the Village of Fox Crossing, and unforeseen external factors, such as a natural disaster which impacts the current year budget by over $100,000. Specific circumstances also include where the general fund's unassigned fund balance is a deficit at the end of a calendar year.

(a) To maintain the Stabilization Fund, at year-end, the Director of Finance will annually allocate the Village of Fox Crossing's funds to ensure compliance with this section.

(b) To increase this Stabilization Fund, the Village Board must amend this section.

(c) In the event the Stabilization Fund is utilized during the year, the Director of Finance shall submit a funding plan to the Village Board within 120 days of the causal event that establishes how the Stabilization Fund will be returned to compliance with this section. The Stabilization Fund may be returned into compliance with this section within weeks, months, or years as determined by the Village Board.

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.

Date Introduced: November 9, 2026
Date Adopted: _____

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

_____
Dale A. Youngquist, Village President

_____
Attest: Chantel M. Jaenke, Village Clerk

RES #261123-4

APPROVE FINANCIAL PLAN TO REIMBURSE THE VILLAGE STABILIZATION FUND

WHEREAS, the Village of Fox Crossing Municipal Code §49-6(F)(2) requires the Village to establish a Stabilization Fund as part of the annual Village budget process to ensure funds are available for emergency purposes due to an external dramatic reduction in revenue sources or to respond to a natural disaster; and

WHEREAS, due to the July 27, 2026 EF-3 tornado event that occurred in the Village, the Village Manager declared an Emergency Declaration within the Village and utilized approximately $2,742,000 of the Stabilization Funds to respond and recover from the emergency; and

WHEREAS, the Stabilization Funds were expended on activities or items that may be eligible for insurance or disaster recovery funds, in addition to those items and activities that are not eligible for insurance or disaster recovery funds; and

WHEREAS, the Stabilization Funds were not utilized for certain items that insurance proceeds would be received before expenditures were incurred, such as the three (3) fire trucks damaged, the Fire Station #41 / Community Center building, and other facility damages; and

WHEREAS, Director Searl submits a Financial Plan to the Village Board indicating the method and schedule in which the Stabilization Fund will be reimbursed or replenished over the next couple of years.

NOW, THEREFORE BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby approves the following Stabilization Fund reimbursement plan:

(a) All insurance proceeds received related to items or activities originally paid from the Stabilization Fund, estimated at $150,000, and all disaster recovery funds received, estimated at $2,200,000, shall immediately be deposited into the Stabilization Fund;
(b) The Director of Finance is not required to transfer any additional funds into the Stabilization Fund for the year-ended December 31, 2026;
(c) As of December 31, 2027, the Director of Finance shall calculate the amount required for the Stabilization Fund pursuant to Fox Crossing Municipal Code §49-6(F)(2) and immediately transfer 25% of the funds that would bring the Stabilization Fund into compliance;
(d) For the years ended December 31, 2028 and 2029, the Director of Finance shall transfer the amount calculated in (c) above into the Stabilization Fund.

BE IT FURTHER RESOLVED that the Village of Fox Crossing Board of Trustees hereby approves that, for the year ended December 31, 2030, the Director of Finance shall transfer the amount needed to bring the Stabilization Fund balance into full compliance with Fox Crossing Municipal Code §49-6(F)(2).

Adopted this 23rd day of November, 2026

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

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Dale A. Youngquist, Village President

_____
Attest: Chantel M. Jaenke, Village Clerk

RES #261123-5

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:

Nicholas Hayes – 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 23rd day of November, 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 #261123-6

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: $2,122,604.66

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

Pending:		
General Fund	$	271,622.12
Special Revenue Fund	$	47,240.78
Debt Fund	$	-
Capital Projects Fund	$	55,556.94
Water Fund	$	15,675.60
Sewer Fund	$	20,549.19
Stormwater Fund	$	10,287.87
Trust & Agency Fund	$	-
Special Processed Payments	$	1,701,672.16
Total:	$	2,122,604.66

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 23rd day of November, 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: November 3, 2026
For Village Board Meeting of: November 9, 2026

REGULAR PROCESSED CHECKS	**AMOUNT**
General Fund	$271,622.12
Special Revenue Funds	$47,240.78
Debt Fund	$0.00
Capital Projects Fund	$55,556.94
Water Fund	$15,675.60
Sewer Fund	$20,549.19
Stormwater Fund	$10,287.87
Trust & Agency Fund	$0.00
Total Bills for November 23, 2026	$420,932.50

SPECIAL PROCESSED PAYMENTS

CHECK #	**PAYEE**		**DEPT. /PURPOSE**	**AMOUNT**
	Village Specials	11/4-11/17/2026	**See Attached Listing**	$1,392,157.61
ACH	EBC	11/5-11/17/2026	Flex Spending Claims	$2,365.57
ACH	TVRP	11/6/2026	Suspension Fees	$3.00
ACH	North Shore	11/6/2026	Deferred Comp	$1,250.00
58379-58379	WDC	11/6/2026	Deferred Comp	$9,230.11
ACH	Elavon	11/11/2026	CC Fees	$302.97
ACH	PayTrac	11/11/2026	CC Fees	$104.05
58488-58510	Payroll	11/5/2026	Payroll	$879.22
58488	Payroll	11/5/2026	Payroll	$448.61
ACH	Payroll	11/5/2026	Payroll	$210,386.30
ACH	Payroll	11/5/2026	Taxes	$84,544.72
Total Special Processed Payments				$1,701,672.16

GRAND TOTAL **$2,122,604.66**

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