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.*