

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
TOWN BOARD MEETING
Wednesday, October 15, 2025 6:00 p.m.
15 N. Oakwood Road, Oshkosh, WI 54904**

AGENDA

The Board may discuss and act on the following:

1. Call to Order.

- A. Pledge of Allegiance.
- B. Roll Call.

2. Town agenda was posted at the following locations: Town of Algoma Municipal Building and town website at www.townofalgoma.org on October 13, 2025.

3. Review and approve the minutes of the following meeting:

- A. Special Town Board Meeting dated September 15, 2025.
- B. Monthly Town Board Meeting dated September 17, 2025.
- C. Special Town Board Meeting dated September 29, 2025.

4. Review and approve October 2025 disbursements.

5. Public Forum (All speakers must sign up before the meeting and the Town's policy is available on the back table).

6. Economic Development Update.

7. Committee Reports.

- A. Fire Department.
- B. Planning Commission.
- C. Parks Committee.

8. Administrator Report

- A. Budget Update.
- B. Major Projects Update
 - i. Leonard Point Road Storm Detention Pond
 - ii. Leonard Point Road Reconstruction
 - iii. Leonard Point Road & STH 21 Roundabout
- C. Community Development Update
 - i. Development Workshop
 - ii. Winnebago County Comprehensive Plan Ad-Hoc Steering Committee
- D. CORP Update
- E. Legislative Update
- F. Joint Fire Department Study Update

9. Public Works Director Report.

- A. Road Maintenance Update
- B. 2025 Asphalt Resurfacing
- C. Parks Update

- D. Stormwater Update
- E. Algoma Sanitary District Update
- F. Boiler Update
- G. Professional Development/Training

10. Clerk/Treasurer Report.

- A. Office Assistant and Deputy Clerk/Treasurer Position Searches.
- B. Ordinance Repeal and New Municipal Facility Rental Policy.
- C. Legislative Communications & Advocacy Committee-Wisconsin Municipal Clerks Association (WMCA)

11. Monthly Financial Statements.

12. Business.

- A. Discussion and possible action re: Petitioners William and Shawnee Bowman are requesting a Conditional Use to clear, clean, dredge, and alter a drainageway located in a Surface Water Drainage Overlay District at 4404 Bellhaven Lane, parcel 002-000902.
- B. Discussion and possible action re: Rezoning of 3030 Witzel Avenue, parcel 002-022201, from A-2 General Agricultural District to B-3 General Business District.
- C. Discussion and possible action: Resolution No. 2025-3, Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing for the Leonard Point Road Storm Water Pond Project
- D. Discussion and possible action: Resolution No. 2025-4, Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing for the Leonard Point Road Reconstruction Project from Highland Shore Lane to STH 21
- E. Municipal Facility Rental
 - i. Discussion and possible action re: Ordinance 2025-05, An Ordinance Repealing Chapter 59 of the Code of Ordinance for the Town of Algoma Relating to Municipal Building Rental
 - ii. Discussion and possible action re: Municipal Facility Rental Policy for Private Individuals and Municipal Facility Rental Policy for Fee Exempt Organizations effective starting the 2026 rental year.
- F. Discussion and possible action re: Oshkosh Area School District Rally Point Memorandum of Understanding
- G. Pay Request #2 for the S. Oakwood Road Water Line Extension payable to Town of Algoma Sanitary District #1 in the amount of \$13,957.57
- H. Discussion and possible action re: Pay Request #2 for the 2025 Asphalt Resurfacing Program Payable to Northeast Asphalt, Inc in the amount of \$6,273.43
- I. For Discussion Only: Proposed 2026 Fee Schedule Updates for the Town of Algoma
- J. For Discussion Only: 2026 Administrator's Final Recommended Budget

13. Adjourn.

The Town Board meets regularly on the THIRD WEDNESDAY OF EACH MONTH AT 6:00 p.m. (unless otherwise noted) at the Municipal Building (Town Hall), 15 N. Oakwood Road. ALL MEETINGS ARE OPEN TO THE PUBLIC. NOTE: It is possible that members of other governmental bodies of the municipality may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, call the Town Hall office at 920-235-3789.

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
September 15, 2025**

Chairman Rasmussen called the special town board meeting to order at 5:30 pm.

The following were present: Supervisors Teresa Van Aacken, Michael Brooks, and Dan Martin.

The following was absent (excused): Supervisor Petey Clark.

The following were also present: Administrator Maggie Mahoney, Fire Chief Kevin Sawicki, Public Works Director Jason Loduha, and Clerk/Treasurer Katherine Reinbold.

The agenda was posted on September 12, 2025.

The 2026 budget was discussed.

On a motion by Supervisors Martin/Van Aacken, passed on a voice vote, the Town Board adjourned at 6:58 p.m.

Respectfully submitted,
Katherine Reinbold

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
September 17, 2025**

Chairman Rasmussen called the regular town board meeting to order at 6:00 pm.

The following were present: Supervisors Teresa Van Aacken, Michael Brooks, and Dan Martin.

The following was absent (excused): Supervisor Petey Clark.

The following were also present: Administrator Maggie Mahoney, Fire Chief Kevin Sawicki, Public Works Director Jason Loduha, and Clerk/Treasurer Katherine Reinbold.

The agenda was posted on September 12, 2025.

Supervisor Van Aacken, asked for clarification on what the robberies were from last month's meeting. On a motion by Supervisors Martin/Brooks (Van Aacken abstained) passed on a voice vote, the Board approved the minutes of the Monthly Town Board Meeting dated August 20, 2025.

On a motion by Supervisors Van Aacken/Martin, passed on a voice vote, the Board approved the September 2025 disbursements.

Public Forum: Mark Thompson, 3375 Sheppard Dr., there as a citizen, not as a member of the Town of Algoma fire department. He is disappointed with the ambulance agreement with the City of Oshkosh. No one from the Town Board went to the fire department officers for input. Feels what better chance than now to work with other towns.

There was no economic development update.

Chief Sawicki reported the EMS FAP grant is being wrapped up. The trucks that need work were mentioned in the budget meeting. There is a slot available at the end of the year for the refurbishment. Chief Sawicki wants to give credit to the truck committee for consolidating everything. Currently there are 37 firefighters, 18 emergency responders, for a total of 46 members on the department. Took on a couple more which almost brings them to max capacity according to their bylaws. October 5 will be the pancake breakfast. It has been a record year for EMS calls.

The Planning Commission met on September 10. They reviewed the site plan for MilBrew and is item A under business.

The Parks Committee did not meet.

Administrator Mahoney reminded the board that the next budget workshop is on September 29th. There are no project updates for Leonard Point Road storm detention pond, Leonard Point Road reconstruction, and Leonard Point Road and STH 21 roundabout. Administrator Mahoney is working with Tricia Rathermel at GOEDC to do a development workshop with the board. This is to have priorities detailed. Looking to meet Monday October 13 at 5:30pm. There is no update on the CORP at this time, it

has been delayed. There is no legislative update currently. The Stormwater Grant has been extended and added funding for a storm water utility feasibility study.

Public Works Director (PWD) Loduha reported that Fahrner will be fog sealing and will send out notices. There is no update for asphalt resurfacing. Jones Park was fertilized by Jason Ideaus and will also spray for weeds. PWD Loduha did some training on illicit discharge inspection. The Irvine Pond field will be mowed as part of scheduled maintenance. Attended the Sanitary District meeting and will continue to do so in the future. The agreement with the City of Oshkosh and all the sanitary districts may be completed by the end of November. The new boiler should be shipped on September 25.

Clerk/Treasurer Reinbold reported there are currently two open positions at the town hall, Deputy Clerk/Treasurer and Office Assistant. Due to the staffing shortage, the town hall hours have temporarily been changed to by appointment only. Working on updating changes to the Town's ordinances. This year, we will mail out a postcard about burning like we did last year. It should be in mailboxes by the end of the month.

The monthly financial statements were presented.

Administrator Mahoney explained MilBrew Holdings LLC would like to put a drive through coffee shop, 7 Brew, next to Tommy's Car Wash. It is in line with the Town's code. Devin Winter, Excel Engineering, talked through the site plan. Administrator Mahoney asked what is going to happen with Abraham Ln. since the Town vacated it. Peter Schwabe believes it will stay open, and people will be able to use it. There was concern from Supervisor Van Aacken about pedestrians walking through the area and if there was a sidewalk. It was noted from a 7 Brew representative that walk-up customers are less than 1% of business. On a motion by Supervisors Martin/Brooks, passed on a voice vote, the Town Board approved the site plan by petitioner Corbin Terlip, MilBrew Holdings LLC, for a 7 Brew on parcel 002-00910103 with the condition that a cross-access agreement, a shared storm management plan agreement, and an easement for the well for this property are executed and recorded with the Winnebago County Register of Deeds within 12 months of approval of the zoning permit from Winnebago County Planning and Zoning.

Administrator Mahoney explained that the 2026 ambulance service agreement with City of Oshkosh has been reviewed by staff and legal counsel. Staff recommends approval. On a motion by Supervisors Van Aacken/Brooks, passed on a voice vote, the Town Board approved the 2026 Ambulance Service Agreement with the City of Oshkosh. Chief Sawicki suggested a multi-year contract and not have the cost fluctuate. Administrator Mahoney said that is the intention. All communities are working with the City and looking at a joint service agreement like the prior contract.

The Board discussed the Ambulance service fee. The total cost is \$218,000. We could take it off the levy but there may be a \$21,000 negative impact. There was a discussion about fairness when it comes to not for profits and how this would work. The Board would like to see what a partial recovery fee would look like. This was discussion only and no action was taken.

On a motion by Supervisors Martin/Van Aacken, passed on a voice vote, the Town Board approved the contract with Jeff Foust Excavating for 2025-2026 snow plowing services.

Administrator Mahoney talked about the IT managed services request for proposal. There were 14 proposals, and it was very competitive. The lowest qualified proposal was Corporate Network Solutions and that is who the Town will transition to.

On a motion by Supervisors Clark/Martin, passed on a roll call vote (Brooks-Yes, Rasmussen-Yes, Martin-Yes), the board approved to enter into closed session for board consideration of the following items: Pursuant to WI Statutes 19.85(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session; and (c) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. Re: Developer's Agreement for Springhetti Lake subdivision, personnel matters, and Town Administrator performance evaluation.

The board took a 5-minute break and entered closed session at 7:18 p.m.

On a motion by Supervisors Martin/Brooks, passed on a roll call vote (Brooks-Yes, Rasmussen-Yes, Martin-Yes), the board approved to reconvene in open session at 8:04 p.m.

On a motion by Chairman Rasmussen/Supervisor Martin, passed on a voice vote, the Town Board approved a salary increase of \$1500 to Clerk/Treasurer Katherine Reinbold effective October 1, 2025.

On a motion by Chairman Rasmussen/Supervisor Brooks, passed on a voice vote, the Town Board approved a 3% merit increase on January 1, 2026 and a 3% merit increase on July 1, 2026 for Administrator Maggie Mahoney.

On a motion by Supervisors Martin/Brooks, passed on a voice vote, the Town Board adjourned at 8:06 p.m.

Respectfully submitted,
Katherine Reinbold

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
September 29, 2025**

Chairman Rasmussen called the special town board meeting to order at 5:30 pm.

The following were present: Supervisors Teresa Van Aacken, Michael Brooks, Petey Clark and Dan Martin.

The following were also present: Administrator Maggie Mahoney, Fire Chief Kevin Sawicki, Public Works Director Jason Loduha.

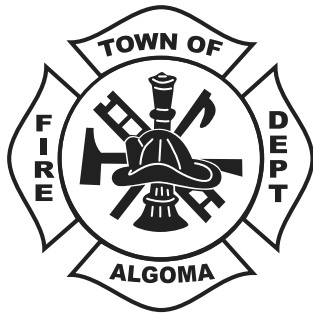
The agenda was posted on September 25, 2025.

The 2026 budget was discussed.

On a motion by Supervisors Martin/Clark, passed on a voice vote, the Town Board adjourned at 6:15 p.m.

Respectfully submitted,

Maggie Mahoney



Town of Algoma Fire Department

Monthly Report
September 2025

Prepared by
Kevin Sawicki – Fire Chief

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General

Grants

State EMS FAP Grant

- 2025 grant process has been finalized.
- 2026 EMS FAP Grant Application has been submitted.

Trucks and Equipment

Vehicles

Rescue 21 - The vehicle needs refurbishment due to age and wear. An updated quote has been provided by Rennert's Fire Equipment Service LLC, with an approximate cost of \$325,000. With recent sales of a truck last year and 2% Dues Allocation there is approximately \$200,000 saved towards the refurbishment project.

- Tender 21 – Vehicle needs replacement as soon as possible due to age and wear. The vehicle is a 1995 Ford L8000. NFPA 1911 recommends volunteer fire apparatus be placed into reserve status at 20 years of age and retired at 25 years of age. Tender 21 is an important vehicle that provides a water supply during fire incidents. Quotes for vehicle replacement are approximately \$425,000-\$450,000.

Truck Committee

- The truck committee has looked at options for the refurbishment of Rescue 21 and provided an updated quote.
- Members reviewed options for the refurbishment or replacement of Tender 21. Refurbishment would be 50% or more the cost of a new model tender. When refurbishment costs exceed 40% or more, a new vehicle should be considered. A new tender quote was provided.



Membership

- Current Roster has **37** Firefighters and **18** Emergency Medical Responders for a total of **45** department members.

New Members

- **Nathan McDonald:** Nate graduated from Oshkosh West High School and is attending FVTC Fire Protection Program. Nate looks forward to gaining some experience and giving back to his community.

Training

First Drill: September 2nd, 2025

- Fire crews conducted scenario-based training for rural responses. Crews drafted and pumped water.

Second Drill: September 15th, 2025

- Personnel reviewed landing zones and helicopter response. ThedaStar landed medical helicopter at Oakwood School.

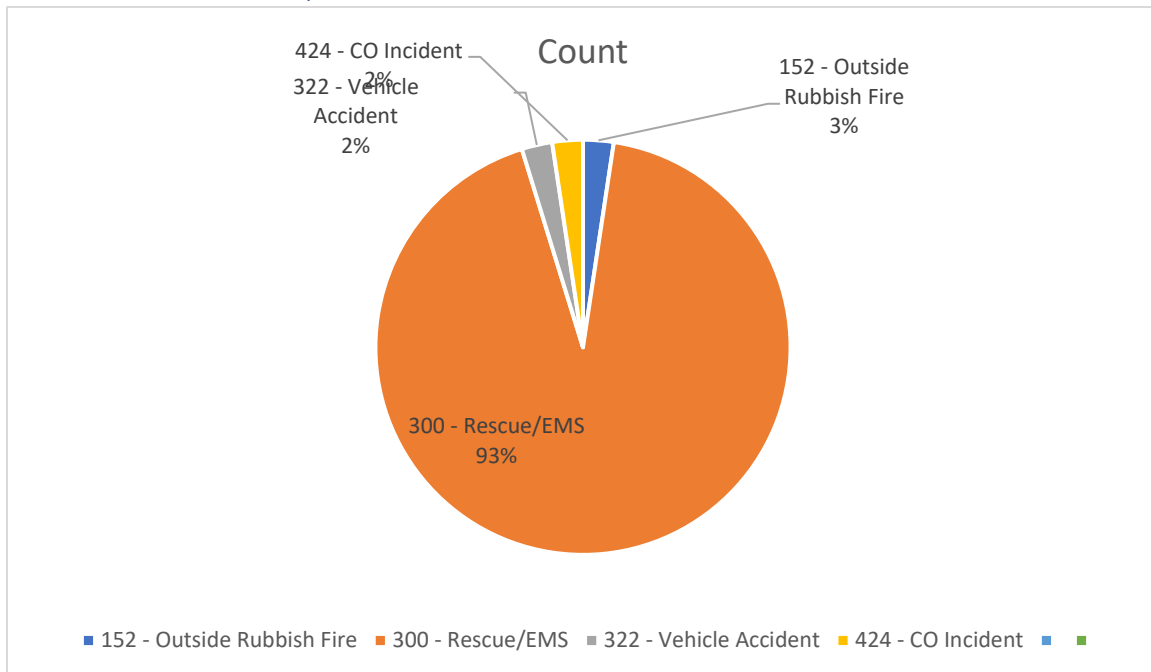
Upcoming Events

Event	Date
Training Drills	Monday, October 20 th @ 6:30pm Monday, November 3 rd @ 6:30pm
Monthly Department Meeting	Wednesday, November 12 th @ 7:00pm



Incidents

Overall Incident Summary



Call Type	Count
152 – Outside rubbish fire	1
300 – Rescue/Emergency Medical Service (EMS)	39
322 – Vehicle Accident	1
424 – CO Incident	1
Total Calls	42

Incident Response

- **Average EMS Incident has 3 emergency medical responders.**
- **Average Fire Incident has 6 firefighters.**

*Number of responders per EMS/Fire call are from 2025 YTD statistics.



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: October 15, 2025

RE: Monthly Administrator's Report

A. Budget Update

The Administrator's Final Recommended 2026 budget and 2026-2030 CIP is under new business. *See attached budget calendar.*

Staff and town attorney met with the Algoma Sanitary District to discuss options for the fire protection fee. That topic affects future budgets (not 2026) and will be brought forth for discussion in early 2026.

B. Major Projects Updates

i. Leonard Point Road Storm Detention Pond

No updates at the time of this memo.

C. Leonard Point Road Reconstruction

The land acquisition process is on hold until all of the environmental reports are submitted. This may result in pushing back the PS&E date (5/1/2026) and possibly the let date (9/15/2026). We are working with WisDOT and ECWRPC to coordinate these dates to keep construction on track for 2027.

D. Leonard Point Road & STH 21 Roundabout

No updates at the time of this memo.

E. Community Development Update

i. Development Workshop

Tricia Rathermal, GOED, and I hosted a development workshop on October 13.

ii. Winnebago County Comprehensive Plan Ad-Hoc Steering Committee

This is the 10-year update of the county comprehensive plan. I am representing the town on this committee which met on October 14.

F. CORP Update

No updates at the time of this memo.

E. Legislative Update

No updates at the time of this memo.

F. Joint Fire Department Study Update

The kick-off meeting was held with the consultant and representatives from the town and city on October 13.

ATTACHMENTS:

1. 2026 Budget Calendar

Calendar for 2026 Budget Adoption

Presented 6/18/25



Wednesday, June 18, 2025 – Town Board Meeting

- Town Administrator distributes 2026 Budget Adoption Calendar

Wednesday, July 16, 2025 – Town Board Meeting

- Discuss key assumptions for budget such as tax levy, general obligation debt, compensation, long-range financial planning for Capital Improvement Plan.

Thursday, July 17, 2025 – Budget Schedule and Memorandum Distributed

- Budget documents and memorandum distributed to key staff and contractors to include:
 - Key priorities of the Town Board and overall budget outlook.
 - Budget priorities and spending parameters of the Town Administrator.
 - Instructions and procedures for preparing departmental budgets.
 - Internal meeting schedule with Town Administrator to review budget proposals.
 - Distribute line-item and capital project request forms.

Thursday August 14, 2025 – Department and Capital Improvement Plan Requests Due to Town Administrator. Internal departmental budget meetings to review/revise requests Aug 21 – Sep 4.

Wednesday, August 20, 2025 – Town Board Meeting

- Initial discussion about Capital Improvement Plan.

Monday, September 15, 2025 – Budget Meeting

- First draft of budget presented to the Board, including Departmental Operating Budgets, and Capital Improvement Plan.

Monday, September 29, 2025 – Budget Meeting

- Administrator's Recommended budget presented to the Board.

(IF NEEDED) Monday, October 6, 2025 – Budget Meeting

- Administrator's Revised budget presented to the Board.

Wednesday, October 15, 2025 – Town Board Meeting

- Administrator's Final Recommended Budget presented to the Board for endorsement.
This is the final review by the Board before the budget is published and noticed for the public hearing.

Wednesday, November 19, 2025

Budget Public Hearing & Special Town Meeting:

- A Public Hearing in accordance with State Statute is held; staff provides comprehensive presentation on proposed budget.

Town Board Meeting:

- Town Board adopts the 2026 Fiscal Year Budget by motion.



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Jason Loduha, Public Works Director

Date: October 15, 2025

RE: Monthly Director's Report

A. Road Maintenance Update

Winnebago County has completed traffic markings at the intersections of North Oakwood Road and Highway 21, North Oakwood Road and Witzel Avenue, and at the roundabout at Brooks Lane and Highway 21.

Fahrner Asphalt Sealers, LLC has completed chip sealing on Duchess Lane, Rasmussen Road, McIntosh Court, Milton Circle, and Hayden Drive, as well as seal coating of the cul-de-sacs.

B. 2025 Asphalt Resurfacing

Northeast Asphalt has fixed the ditch on Oneida Avenue after it was damaged when a skid steer got stuck.

C. Parks Update

Jason Ideus sprayed Jones Park on October 2nd, 2025, for weed prevention.

D. Stormwater Update

To prepare for seeding, the dry pond at Jones Park was mowed to the ground in order to remove existing weeds that were still there after spraying.

On October 2, 2025, McMahon completed seeding of both the wet and dry ponds at Jones Park.

E. Algoma Sanitary District Update

The Algoma Sanitary District outlined our upcoming projects and their plans to provide service to residents in their August 14, 2025, meeting minutes.

F. Boiler Update

I've been in communication with Gartman Mechanical regarding the new boiler. The shipping timeline has been pushed back by a couple of weeks, and we're now hoping it will be shipped by the last week of October.

G. Professional Development/Training

I attended Leach Farms on September 30, 2025, to learn about a unique opportunity to purchase water quality credits that may support MS4 Permit compliance in the Upper Fox- and Lower Fox basins.

ATTACHMENTS:

1. Town of Algoma Sanitary District #1 meeting minutes-August 14, 2025

**Town of Algoma Sanitary District #1
Meeting Minutes – August 14, 2025**

Regular Monthly Meeting.

- 1) Open regular monthly meeting.
- 2) Commissioner Peter Cernohous with Commissioner Sue Drexler present called the regular monthly meeting for August to order at 12:00 p.m. Also present were Utility Director Kevin Mraz, Accounting Manager Mike Claffey, and Attorney for the District Matt Parmentier. Commission President Chad Hayes and Financial Utility Clerk Sara Gonzales were excused.
 - a) Peter noted the District is using a tape recorder for maintenance of the minutes.
 - b) Approve the minutes of the previous meeting. **Sue made a motion to approve the minutes of the regular monthly meeting on July 10/second-Peter/carried unanimously.**
 - c) Approve balance adjustments. Mike stated a \$13,062.50 water cost was recorded and a \$1.63 water bill late fee was written off, for a total balance adjustments report for July of \$13,606.87. **Sue made a motion to approve the balance adjustments for July/second-Peter/carried unanimously.**
 - d) Approve investment changes. None.
 - e) Approve cash receipts & investments for sanitary and water. **Sue made a motion to approve the cash receipts and investments for sanitary and water for July as submitted/second-Peter/carried unanimously.**
 - f) Approve pending bills and previous disbursements for sanitary and water. **Sue made a motion to approve August pending bills and July previous disbursements for sanitary and water as submitted/second-Peter/carried unanimously.**
- 3) Public Forum. No one was in attendance from the public.
- 4) Commissioner Statements. Peter suggested doing a staff appreciation cookout where the Commissioners volunteer to cook for staff. Atty Parmentier reminded staff if more than one Commissioner would be in attendance, a notice would need to be posted for that date.
- 5) Director's Report. Kevin submitted his report prior to the meeting. He mentioned the budget workshop will be scheduled at or around 11:00 a.m. prior to the October 9 meeting due to him not being available for the September meeting. He also stated the tax levy would need to be approved at the October meeting.
 - a) Review of District statistics.
 - b) Correspondence.
 - c) Status of 2025 projects.
 - Kevin mentioned staff found a cracked manhole on Westowne Drive that is starting to deteriorate and will need to be repaired. He will coordinate this with the City of Oshkosh after the Master Sewer Agreement is finalized.
 - Kevin explained the Town of Algoma is planning to reconstruct Leonard Point Road in 2027 from Highway 21 to Highland Shore Lane. He presented a map and stated District staff is proposing to survey residents along this project to gauge interest on Bambi Lane, Leonard Point Lane, and Leonard Point Road, who do not currently have municipal water available. The Town is planning to install a stormwater pond within the large parcel at the curve of Leonard Point Road, which would result in a larger cost along this route and would include a deferred assessment for this parcel until the remaining portion of it is developed.
 - The developer of Springhetti Lake would be required to pay for the watermain to serve their development, and any additional connections made to this watermain on the other side of Leonard Point Road would be credited back to the developer similar to the watermain extension completed earlier this year on South Oakwood Road for the OSMS building. One owner on Leonard Point Road requested municipal water service, and staff stated the cost would be about \$15,000. The Springhetti Lake development will also need an easement on the west side of Leonard Point Road due to locating the hydrants and water boxes outside of the future sidewalk and road right-of-way.
- 6) Old Business.
 - a) The Commissioners opted not to go into closed session pursuant to Wisconsin Statute 19.85 (1) (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Wastewater Treatment Agreement negotiations with the City of Oshkosh. No action was taken. There is a proposed mediation session on September 4 at the District Office with representatives from the City and the Districts, along with the mediator, to discuss and hopefully finalize the remaining outstanding issues.
- 7) New Business.
 - a) Discuss and act on approving task order with CBS Squared for design-related services for Springhetti Lake.
 - Kevin explained the task order for Phase 1 of Springhetti Lake was received and sent to the Commissioners the previous afternoon for a total not to exceed of \$42,700, including initial design services of \$10,000, and he

- recommended approval. He explained the developer will pay for all the design, permitting, and construction expenses incurred. The developer paid the deposit and signed the agreements, which allow the District to levy an assessment on the property if payment for this design work is not received.
- **Peter made a motion to approve the revised task order with CBS Squared for design-related services for Springhetti Lake/second-Sue, not to exceed \$42,700, with levy capabilities/carried unanimously.**
- b) Discuss and act on Developer's Agreement with Springhetti Real Estate, LLC for Springhetti Lake.
- Kevin explained that the Developer's Agreement is set up in three phases, the Design, Let Bids, and Authorization to Proceed. The developer signed the Authorization to Design and the Authorization to Let Bids phases of the agreement, with the final phase to be approved upon receiving bids from qualified contractors. Kevin recommended approval of these two signed phases of the Developer's Agreement.
 - **Sue made a motion to approve Developer's Agreement-Authorization to Design and Bid Authorization with Springhetti Real Estate, LLC for Springhetti Lake, with levy capabilities/second-Peter/carried unanimously.**
- c) Discuss and act on Resolution #2025-8-1 to Approve a Final Resolution declaring the Sanitary District's intent to exercise its police power, pursuant to Section 66.0703 of the Wisconsin Statutes, to levy a Special Assessment upon Parcel #016-0838 in the Town of Algoma Sanitary District No. 1 benefitted by the improvements.
- i) Acknowledge Receipt of the Waivers of Special Assessment Notices and Public Hearings in Accordance with Wisconsin Statute 66.0703(7)(b). Kevin stated the property owner is building a new house and the property has already been added to the Sanitary District with the Town of Omro. The homeowners signed the waiver of notices and public hearings and the participation form to pay on the water special assessment, and the District hired a contractor to install a water service to the property line. Staff also spoke with the adjacent neighbor, who stated they were not interested in receiving service. He recommended approval of the special assessment.
 - **Sue made a motion to approve Resolution 2025-8-1 to Approve a Final Resolution declaring the Sanitary District's intent to exercise its police power, pursuant to Section 66.0703 of the Wisconsin Statutes, to levy a Special Assessment upon Parcel #016-0838 in the Town of Algoma Sanitary District No. 1 benefitted by the improvements/second-Peter/carried unanimously.**
- 8) Adjourn. **Sue made a motion to adjourn the regular monthly meeting at 12:36 p.m./second-Peter/carried unanimously.**

Respectfully Submitted:

Michael Claffey, Accounting Manager

Approved:

Susan Drexler, Secretary



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Katherine Reinbold, Clerk/Treasurer

Date: October 15, 2025

RE: Monthly Clerk/Treasurer Report

A. Office Assistant and Deputy Clerk/Treasurer Position Searches

We still have two openings at the town hall. Administrator Mahoney and I have been conducting interviews and are looking for the right candidate.

B. Ordinance Repeal and New Municipal Facility Rental Policy

We are ready to move forward with the ordinance repeal and adoption of the new rental policy. They are both under business.

C. Legislative Communications & Advocacy Committee-Wisconsin Municipal Clerks Association (WMCA)

I am a member of the Legislative Communications & Advocacy Committee with WMCA. The purpose of this committee is to build relationships with other organizations, such as Wisconsin Towns Association, Wisconsin Department of Revenue, Wisconsin Elections Commission, to provide expert communication as it relates to legislative matters or proposals that may involve the Professional Municipal Clerk's profession and work function.

We recently had a meeting discussing election bills that are being circulated and election bills that are to yet be introduced. A few items being discussed are in person absentee voting hours, penalties on clerks and election workers for violations, date changes for nomination paperwork circulation for the spring election, etc. There are quite a few items out there pending, some with minimal impact on operations, some with detrimental impact on operations. I will continue to watch these come through and will attend hearings in Madison if need be.

TOWN OF ALGOMA
RECONCILED BANK & INVESTMENT BALANCES
AS OF 09/30/2025

Bank	Type	Interest Rate	Interest Amount	Balance	Notes
Bank First	Checking (Sweep)		\$ 9.84	\$ 3,000.00	
	Money Market	4.45%	\$ 1,419.90	\$ 292,144.28	
	Special Accounts	4.45%			
	Parks Money Market		\$ 426.27	\$ 111,944.34	
	Tax Accounts (Used for collection)				
	Tax Account			\$ -	
U.S. Bank	Local Government Investment Pool (LGIP)	4.35%	\$ 5,041.57	\$1,363,218.74	
Total Cash and Investments				\$ 1,770,307.36	

LGIP Accounts	Interest (4.35%)	Deposits	Withdrawal	Total in Acct
GENERAL	\$867.39	\$0.00	\$0.00	\$243,316.26
TID 1	\$463.60	\$0.00	\$29,240.00	\$109,579.07
SPIRIT ROUNDABOUT	\$1,441.88	\$0.00	\$5,000.00	\$400,970.75
FD TRUCK REFURBISHMENT	\$655.15	\$25,000.00	\$0.00	\$201,279.28
FIRE EQUIPMENT	\$62.43	\$0.00	\$0.00	\$17,512.11
REVALUATION	\$36.32	\$0.00	\$0.00	\$10,187.74
DEBT LEVY PAYMENTS	\$162.84	\$0.00	\$63,645.00	\$1,126.57
GENERAL EXPENSES	\$149.31	\$0.00	\$0.00	\$41,883.83
RESERVES	\$1,202.65	\$0.00	\$0.00	\$337,363.13
Total	\$5,041.57			\$1,363,218.74

Fund: All Funds

Account Number		2025 September	2025 Actual 09/30/2025	2025 Budget	Budget Status	% of Budget
100-00-41101-000-000	JONES PARK DEBT SERV LEVY	0.00	0.00	0.00	0.00	0.00
100-00-41102-000-000	GO REFUNDING BONDS LEVY	0.00	0.00	406,415.00	-406,415.00	0.00
100-00-41110-000-000	GENERAL PROPERTY TAXES	0.00	0.00	1,118,816.00	-1,118,816.00	0.00
400-00-41120-000-000	TID #1 TAX INCREMENT	0.00	0.00	0.00	0.00	0.00
100-00-41150-000-000	MFL TAXES	0.00	2.28	200.00	-197.72	1.14
100-00-41801-000-000	PERSONAL PROPERTY TAX INT	0.00	0.00	0.00	0.00	0.00
100-00-41802-000-000	LOTTERY CREDIT	0.00	55,138.38	69,200.00	-14,061.62	79.68
TAXES		0.00	55,140.66	1,594,631.00	-1,539,490.34	3.46
100-00-42300-000-000	SA - 2022 PAVING	0.00	0.00	0.00	0.00	0.00
SPECIAL ASSESSMENTS		0.00	0.00	0.00	0.00	0.00
100-00-43410-000-000	STATE SHARED REVENUES	0.00	37,479.99	249,866.58	-212,386.59	15.00
203-00-43410-700-001	FD RADIOS RECEIVABLE	0.00	0.00	0.00	0.00	0.00
203-00-43410-700-002	SOUTH LEG ROUNDABOUT RECEIVE	0.00	0.00	0.00	0.00	0.00
100-00-43420-000-000	2% FIRE DUES	0.00	46,051.52	42,100.00	3,951.52	109.39
100-00-43430-000-000	EXEMPT COMPUTER	0.00	263.97	270.00	-6.03	97.77
100-00-43440-000-000	PERSONAL PROPERTY AID	0.00	4,685.85	4,685.85	0.00	100.00
100-00-43530-000-000	TRANSPORTATION AIDS	0.00	124,067.10	165,422.80	-41,355.70	75.00
100-00-43540-000-000	RECYCLING GRANTS	0.00	12,432.03	12,500.00	-67.97	99.46
100-00-43550-000-000	VIDEO SERV PROVIDER FEE	0.00	15,175.31	15,175.00	0.31	100.00
100-00-43650-000-000	FOREST CROPLAND/MGED FOREST	0.00	0.00	6.46	-6.46	0.00
100-00-43690-000-000	EMS FLEX GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43695-000-000	FIREHOUSE SUBS GRANT	0.00	0.00	0.00	0.00	0.00
100-00-43750-000-000	ECONOMIC DEVELOPMENT	0.00	0.00	7,600.00	-7,600.00	0.00
100-00-43790-000-000	DNR STORMWATER MGMT GRANT	0.00	150,000.00	43,200.00	106,800.00	347.22
INTERGOVERNMENTAL REVENUES		0.00	390,155.77	540,826.69	-150,670.92	72.14
100-00-44100-000-000	BUSINESS/OCCUP LICENSE	0.00	100.00	100.00	0.00	100.00
100-00-44110-000-000	LIQUOR & MALT BEVERAGE LICENSE	0.00	640.00	635.00	5.00	100.79
100-00-44115-000-000	OPERATORS LICENSES	-1.00	412.00	400.00	12.00	103.00
100-00-44116-000-000	CIGARETTE LICENSE	0.00	100.00	100.00	0.00	100.00
100-00-44117-000-000	SODA WATER LICENSES	0.00	0.00	100.00	-100.00	0.00
100-00-44120-000-000	OTHER BUSINESS & OCCUP LIC	0.00	0.00	100.00	-100.00	0.00
100-00-44125-000-000	CABLE FRANCHISE INCOME	0.00	45,602.66	61,000.00	-15,397.34	74.76
100-00-44200-000-000	DOG LICENSES	20.00	2,170.00	4,000.00	-1,830.00	54.25
100-00-44201-000-000	WINNEBAGO CTY DOG LICENSES	0.00	1,048.88	1,100.00	-51.12	95.35
100-00-44300-000-000	BUILDING PERMITS NEW	0.00	93,570.00	102,240.00	-8,670.00	91.52
100-00-44301-000-000	BUILDING PERMITS REMODELING	1,340.00	21,905.00	37,500.00	-15,595.00	58.41
100-00-44302-000-000	EXTRA INSPECTIONS	0.00	0.00	640.00	-640.00	0.00
100-00-44310-000-000	CULVERT PERMITS	630.00	2,280.00	1,600.00	680.00	142.50
100-00-44311-000-000	OTHER PERMITS	0.00	0.00	100.00	-100.00	0.00
100-00-44400-000-000	ZONING PERMITS & FEE'S	0.00	0.00	700.00	-700.00	0.00
100-00-44500-000-000	RIGHT OF WAY	0.00	400.00	3,000.00	-2,600.00	13.33
LICENSES AND PERMITS		1,989.00	168,228.54	213,315.00	-45,086.46	78.86
100-00-46100-000-000	ASSESSMENT CERTIFICATION'	80.00	2,000.00	2,800.00	-800.00	71.43
100-00-46101-000-000	LIQUOR LIC PUBLICATION FEE	0.00	40.00	100.00	-60.00	40.00
100-00-46102-000-000	MISC CHARGES FOR SERVICES	0.00	0.00	200.00	-200.00	0.00
100-00-46310-000-000	SNOW REMOVAL	0.00	0.00	9,000.00	-9,000.00	0.00

		Fund: All Funds				
Account Number		2025 September	2025 Actual 09/30/2025	2025 Budget	Budget Status	% of Budget
202-00-46330-000-000	PARKLAND FEES	0.00	825.00	0.00	825.00	0.00
100-00-46420-000-000	REFUSE & GARBAGE COLLECTION	0.00	-440.00	602,368.12	-602,808.12	-0.07
100-00-46435-000-000	RECYCLING - WINN CTY REBATE	0.00	3,839.82	5,000.00	-1,160.18	76.80
100-00-46720-000-000	PARKLAND FEE INCOME	0.00	5,775.00	9,900.00	-4,125.00	58.33
100-00-46850-000-000	SITE PLANS FEES	700.00	5,650.00	6,000.00	-350.00	94.17
PUBLIC CHARGES FOR SERVICES		780.00	17,689.82	635,368.12	-617,678.30	2.78
100-00-48100-000-000	INTEREST GENERAL ACCOUNTS	1,429.74	23,587.31	29,710.81	-6,123.50	79.39
202-00-48100-000-000	PARKS FUND INTEREST	426.27	3,628.90	0.00	3,628.90	0.00
100-00-48101-000-000	ARPA INTEREST	0.00	0.00	0.00	0.00	0.00
200-00-48101-000-000	FD SAVINGS INTEREST	0.00	1.30	0.00	1.30	0.00
100-00-48102-000-000	VERVE ACCTS	0.00	0.00	0.00	0.00	0.00
100-00-48103-000-000	LGIP	5,041.57	43,044.97	0.00	43,044.97	0.00
400-00-48104-000-000	TID #1 INTEREST	0.00	0.00	0.00	0.00	0.00
100-00-48200-000-000	RENT REVENUE	0.00	5,700.00	12,000.00	-6,300.00	47.50
100-00-48300-000-000	SALE OF FIRE EQUIPMENT	0.00	12,000.00	0.00	12,000.00	0.00
200-00-48300-000-000	SALE OF FIRE EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-00-48301-000-000	SALE OF GARB/RECYCLING TOTES	0.00	1,115.00	2,250.00	-1,135.00	49.56
100-00-48302-000-000	SALE OF EQUIPMENT OR PROPERTY	0.00	0.00	0.00	0.00	0.00
100-00-48500-000-000	JONES PARK TREE DONATIONS	0.00	150.00	0.00	150.00	0.00
200-00-48500-000-000	FD DONATIONS	0.00	0.00	0.00	0.00	0.00
201-00-48501-000-000	FIRST RESP DONATIONS	0.00	0.00	0.00	0.00	0.00
100-00-48900-000-000	OTHER MISC. REVENUES	10.00	12,639.35	0.00	12,639.35	0.00
200-00-48900-000-000	FD PANCAKE BRKFST	0.00	0.00	0.00	0.00	0.00
200-00-48901-000-000	FD CAR SHOW	0.00	6,080.00	0.00	6,080.00	0.00
200-00-48902-000-000	TSHIRT SALES	0.00	0.00	0.00	0.00	0.00
200-00-48903-000-000	FD OPEN HOUSE	0.00	-209.33	0.00	-209.33	0.00
400-00-48904-000-000	MISCELLANEOUS INCOME	0.00	0.00	1,000.00	-1,000.00	0.00
MISCELLANEOUS REVENUES		6,907.58	107,737.50	44,960.81	62,776.69	239.63
400-00-49140-000-000	PROCEEDS FROM LONG TERM DEBT	0.00	0.00	0.00	0.00	0.00
100-00-49200-000-000	TRANSFERS FROM OTHER FUNDS	0.00	0.00	40,000.00	-40,000.00	0.00
200-00-49200-000-000	FD OPEN HOUSE	0.00	0.00	0.00	0.00	0.00
201-00-49200-000-000	TRANSFER FROM OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
400-00-49300-000-000	FUND BALANCE APPLIED	0.00	0.00	6,000.00	-6,000.00	0.00
OTHER FINANCING SOURCES		0.00	0.00	46,000.00	-46,000.00	0.00
Total Revenues		9,676.58	738,952.29	3,075,101.62	-2,336,149.33	24.03

		Fund: All Funds				
		2025	2025	2025	Budget	% of
Account Number		September	Actual 09/30/2025	Budget	Status	Budget
100-00-51100-000-000	TOWN BOARD	0.00	0.00	0.00	0.00	0.00
100-00-51100-110-000	TOWN BOARD WAGES	1,250.00	11,400.00	18,000.00	6,600.00	63.33
100-00-51100-130-000	TOWN BOARD SOC SEC/MEDICARE	95.63	872.14	1,377.00	504.86	63.34
100-00-51100-209-000	ATTORNEY LEGAL FIRE DEPT	0.00	0.00	500.00	500.00	0.00
100-00-51100-321-000	TOWN BOARD DUES	0.00	1,490.00	1,435.00	-55.00	103.83
100-00-51100-390-000	TOWN BOARD MISC EXP	0.00	0.00	500.00	500.00	0.00
100-00-51300-210-000	ATTORNEY LEGAL CONTRACT	40.00	1,870.00	14,000.00	12,130.00	13.36
100-00-51300-218-000	ATTORNEY ORD CODIFICATION	0.00	1,195.00	1,200.00	5.00	99.58
100-00-51400-200-000	GEN GOVT HR/PERSONNEL	96.99	228.82	400.00	171.18	57.21
100-00-51400-310-000	GEN GOVT OFFICE SUPPLIES	799.95	1,232.53	3,000.00	1,767.47	41.08
100-00-51400-315-000	GEN GOVT OFFICE EQUIPMENT	267.82	7,246.78	6,500.00	-746.78	111.49
100-00-51400-320-000	GEN GOVT PUBLISHING & PRINTING	0.00	202.22	4,000.00	3,797.78	5.06
100-00-51400-330-000	GEN GOVT MILEAGE	0.00	0.00	250.00	250.00	0.00
100-00-51400-342-000	GEN GOVT COMPUTER & WEBSITE MA	1,290.14	13,034.41	20,300.00	7,265.59	64.21
100-00-51400-390-000	GEN GOVT MISC EXP	125.00	347.75	1,000.00	652.25	34.78
400-00-51401-200-000	TID #1 ADMINISTRATION	0.00	150.00	5,000.00	4,850.00	3.00
100-00-51410-110-000	ADMINISTRATOR WAGES	9,237.81	82,871.23	110,853.74	27,982.51	74.76
100-00-51410-130-000	ADMINISTRATOR SOC SEC/MEDICARE	702.84	6,304.98	8,480.31	2,175.33	74.35
100-00-51410-131-000	ADMINISTRATOR WRS	642.03	5,759.57	7,704.33	1,944.76	74.76
100-00-51410-132-000	ADMINISTRATOR HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
100-00-51410-133-000	ADMINISTRATOR LIFE INSURANCE	15.12	135.53	167.40	31.87	80.96
100-00-51410-380-000	ADMINISTRATOR DEPT EXPENSES	20.00	1,444.73	2,000.00	555.27	72.24
100-00-51411-110-000	OFFICE ASST WAGES	2,736.86	25,845.54	34,611.20	8,765.66	74.67
100-00-51411-130-000	OFFICE ASST SOC SEC/MEDICARE	208.91	1,972.99	2,647.76	674.77	74.52
100-00-51411-131-000	OFFICE ASST WRS	190.21	1,796.27	2,405.48	609.21	74.67
100-00-51411-133-000	OFFICE ASST LIFE INSURANCE	2.45	31.60	26.16	-5.44	120.80
100-00-51411-380-000	OFFICE ASST DEPT EXP	0.00	0.00	200.00	200.00	0.00
100-00-51420-110-000	CLERK TREAS WAGES	5,957.27	53,441.92	71,487.34	18,045.42	74.76
100-00-51420-130-000	CLERK TREAS SOC SEC/MEDICARE	437.56	3,924.76	5,468.78	1,544.02	71.77
100-00-51420-131-000	CLERK TREAS WRS	414.03	3,714.21	4,968.37	1,254.16	74.76
100-00-51420-132-000	CLERK TREAS HEALTH INSURANCE	1,742.11	15,758.39	20,905.32	5,146.93	75.38
100-00-51420-133-000	CLERK TREAS LIFE INSURANCE	0.00	0.00	72.00	72.00	0.00
100-00-51420-380-000	CLERK TREAS DEPT EXPENSES	0.00	3,220.83	2,500.00	-720.83	128.83
100-00-51420-390-000	CLERK TREAS MISC EXP	41.95	11,253.65	15,000.00	3,746.35	75.02
100-00-51421-110-000	DEPUTY CLERK TREAS WAGES	6,235.70	39,637.02	50,887.76	11,250.74	77.89
100-00-51421-130-000	DEP CLERK TR SOC SEC/MEDICARE	480.09	2,954.77	3,892.91	938.14	75.90
100-00-51421-131-000	DEPUTY CLERK TREAS WRS	436.16	2,777.01	3,536.70	759.69	78.52
100-00-51421-132-000	DEPUTY CLERK TREAS HEALTH	0.00	8,430.88	14,652.11	6,221.23	57.54
100-00-51421-133-000	DEPUTY CLERK TREAS LIFE INSUR	0.00	206.20	308.28	102.08	66.89
100-00-51421-390-000	DEPUTY CLERK TREAS MISC EXP	14.00	191.78	500.00	308.22	38.36
100-00-51440-110-000	ELECTIONS WAGES	0.00	3,949.03	5,000.00	1,050.97	78.98
100-00-51440-380-000	ELECTIONS DEPT EXPENSES	401.08	1,712.60	5,000.00	3,287.40	34.25
100-00-51510-211-000	AUDITOR AUDIT CONTRACT	0.00	19,915.35	16,000.00	-3,915.35	124.47
100-00-51530-212-000	ASSMT OF PROP ASSESSOR CONTRAC	2,458.00	22,122.00	28,000.00	5,878.00	79.01
100-00-51530-380-000	BOARD OF REVIEW DEPT EXPENSES	0.00	210.00	60.00	-150.00	350.00
100-00-51530-390-000	ASSMT OF PROP MISC EXP	0.00	0.00	100.00	100.00	0.00
100-00-51600-220-000	TOWN HALL UTILITIES	570.68	6,277.35	8,000.00	1,722.65	78.47
100-00-51600-221-000	TOWN HALL GRASS/SNOW	625.00	2,394.76	3,000.00	605.24	79.83
100-00-51600-223-000	TOWN HALL PHONE	234.62	2,144.48	4,000.00	1,855.52	53.61
100-00-51600-225-000	TOWN HALL JANITORIAL	0.00	4,767.95	6,500.00	1,732.05	73.35
100-00-51600-380-000	TOWN HALL DEPT EXPENSES	911.64	3,265.10	7,000.00	3,734.90	46.64
100-00-51600-510-000	TOWN HALL PROP/LIAB INSURANCE	0.00	14,924.97	3,700.00	-11,224.97	403.38

		Fund: All Funds				
		2025	2025	2025	Budget	% of
Account Number		September	Actual 09/30/2025	Budget	Status	Budget
100-00-51600-820-000	TOWN HALL IMPROVEMENTS	0.00	0.00	3,000.00	3,000.00	0.00
100-00-51900-313-000	OTHER GEN GOV POSTAGE	0.00	1,136.46	2,500.00	1,363.54	45.46
100-00-51900-390-000	OTH GEN GOV MISC EXP	200.00	270.00	56.50	-213.50	477.88
100-00-51900-510-000	OTH GEN GOV PROP/LIAB INSURANC	0.00	7,837.33	11,000.00	3,162.67	71.25
100-00-51900-515-000	OTHER GEN GOV UNEMPLOY. COMP	0.00	0.00	200.00	200.00	0.00
GENERAL GOVERNMENT		38,881.65	401,870.89	543,854.45	141,983.56	73.89
100-00-52200-120-000	FD CHIEF SALARY	833.33	7,499.97	10,000.00	2,500.03	75.00
100-00-52200-121-000	FD ASST. CHIEF SALARY	416.66	3,749.94	5,000.00	1,250.06	75.00
100-00-52200-122-000	FD CAPT SALARY	400.00	3,700.00	6,000.00	2,300.00	61.67
100-00-52200-123-000	FD TREAS & SEC SALARY	200.00	1,800.00	2,400.00	600.00	75.00
100-00-52200-124-000	FD SAFETY/TRNG OFFICER SALARY	200.00	1,750.00	1,200.00	-550.00	145.83
100-00-52200-125-000	FD STAND BY PAY	0.00	0.00	0.00	0.00	0.00
100-00-52200-126-000	FD DRILL & FIRE ALLOWANCE	930.00	8,385.00	13,000.00	4,615.00	64.50
100-00-52200-130-000	FD SOC SEC/MEDICARE	286.17	3,008.70	2,900.00	-108.70	103.75
100-00-52200-215-000	FD TOWN ALLOW TO FD	0.00	1,954.19	1,000.00	-954.19	195.42
100-00-52200-220-000	FD UTILITIES	403.61	5,484.76	6,695.00	1,210.24	81.92
100-00-52200-221-000	FD GRASS/SNOW	350.00	2,545.00	4,000.00	1,455.00	63.63
100-00-52200-223-000	FD PHONE	85.08	576.78	650.00	73.22	88.74
100-00-52200-224-000	FD COMPUTER & WEBSITE	31.25	4,720.25	5,000.00	279.75	94.41
100-00-52200-331-000	FD TRAINING	1,507.22	8,973.15	9,270.00	296.85	96.80
200-00-52200-331-000	FIRE DEPT TRAINING	0.00	102.58	0.00	-102.58	0.00
200-00-52200-340-000	FIRE DEPT OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
100-00-52200-341-000	FD SUPPLIES	297.36	6,233.42	3,500.00	-2,733.42	178.10
100-00-52200-360-000	FD VEHICLE MAINT	697.95	10,444.17	25,000.00	14,555.83	41.78
100-00-52200-361-000	FD FIRE HALL MAINT	2,345.00	9,108.27	10,000.00	891.73	91.08
100-00-52200-362-000	FD SERVICE/REPAIR EQUIP	80.02	4,244.28	7,000.00	2,755.72	60.63
100-00-52200-380-000	FD DEPT EXPENSES	0.00	31.50	1,500.00	1,468.50	2.10
100-00-52200-390-000	FD MISC EXP	0.00	438.31	1,000.00	561.69	43.83
200-00-52200-390-000	FIRE DEPT MISC EXP	0.00	0.00	0.00	0.00	0.00
200-00-52200-400-000	FIRE DEPT FUNDRAISING PC BRKFS	0.00	0.00	0.00	0.00	0.00
200-00-52200-401-000	FIRE DEPT FUNDRAISING CAR SHOW	0.00	0.00	0.00	0.00	0.00
200-00-52200-402-000	FIRE DEPT FUNDRAISING OTHER	0.00	536.54	0.00	-536.54	0.00
200-00-52200-403-000	OTHER SPECIAL EVENTS	0.00	0.00	0.00	0.00	0.00
100-00-52200-510-000	FD PROP/LIAB INSURANCE	0.00	30,940.30	23,000.00	-7,940.30	134.52
203-00-52200-700-001	FD RADIOS EXPENSE	0.00	0.00	0.00	0.00	0.00
100-00-52200-810-000	FD EQUIPMENT	538.33	3,450.78	4,000.00	549.22	86.27
200-00-52200-810-000	FIRE DEPT EQUIPMENT	0.00	16,454.00	0.00	-16,454.00	0.00
100-00-52210-000-000	2% FIRE DUES SERVICE AWARD	0.00	10,000.25	10,300.00	299.75	97.09
100-00-52210-128-000	2% FIRE DUES INSPECT REL TRAIN	0.00	0.00	515.00	515.00	0.00
100-00-52210-322-000	2% FIRE DUES FIRE INSPECT & PU	0.00	4,220.00	5,665.00	1,445.00	74.49
100-00-52210-810-000	2% FIRE DUES DIST EQUIPMENT	0.00	9,560.00	17,510.00	7,950.00	54.60
100-00-52220-000-000	PUBLIC FIRE PROTECTION	0.00	165,827.00	165,827.00	0.00	100.00
100-00-52300-000-000	AMBULANCE	0.00	78,283.80	78,283.80	0.00	100.00
200-00-52300-000-000	AMBULANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00
201-00-52300-000-000	AMBULANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00
100-00-52302-000-000	FIREHOUSE SUBS GRANT FUNDS	0.00	0.00	0.00	0.00	0.00
100-00-52310-122-000	FIRST RESPONDER CAPT SALARY	208.33	1,874.97	2,625.00	750.03	71.43
100-00-52310-127-000	FIRST RESPONDER CALL ALLOWANCE	1,050.00	11,805.00	15,500.00	3,695.00	76.16
100-00-52310-130-000	FIRST RESPONDER SOC SEC/MEDICA	96.30	1,046.80	1,200.00	153.20	87.23
100-00-52310-331-000	FIRST RESPONDER TRAINING	0.00	1,524.99	2,000.00	475.01	76.25
100-00-52310-390-000	FIRST RESPONDER MISC EXP	0.00	0.00	200.00	200.00	0.00

		Fund: All Funds				
Account Number		2025 September	2025 Actual 09/30/2025	2025 Budget	Budget Status	% of Budget
100-00-52310-810-000	FIRST RESPONDER EQUIPMENT	0.00	3,484.03	6,000.00	2,515.97	58.07
100-00-52400-130-000	BUILDING INSPECTOR SOC SEC/MED	0.00	0.00	0.00	0.00	0.00
100-00-52400-213-000	BUILDING INSPECTOR CONTRACT	4,972.84	56,362.85	115,000.00	58,637.15	49.01
100-00-52400-390-000	BUILDING INSPECTOR MISC EXP	337.60	337.60	0.00	-337.60	0.00
PUBLIC SAFETY		16,267.05	480,459.18	562,740.80	82,281.62	85.38
100-00-53001-000-000	GENERAL ENGINEERING	0.00	199.11	10,000.00	9,800.89	1.99
100-00-53100-110-000	PUBLIC WORKS WAGES	6,833.34	39,373.10	67,000.00	27,626.90	58.77
100-00-53100-130-000	PUBLIC WORKS SOC SEC/MEDICARE	522.75	3,012.04	5,125.00	2,112.96	58.77
100-00-53100-131-000	PUBLIC WORKS WRS	474.92	2,736.44	4,657.00	1,920.56	58.76
100-00-53100-132-000	PUBLIC WORKS HEALTH INS	0.00	0.00	18,260.00	18,260.00	0.00
100-00-53100-380-000	PUBLIC WORKS DEPT EXPENSES	175.65	4,523.57	5,000.00	476.43	90.47
100-00-53101-000-000	GENERAL MAINT LOCAL RDS	8,510.64	29,636.31	115,000.00	85,363.69	25.77
100-00-53102-000-000	HWY & ST. CONST LOCAL RDS	119,705.20	130,881.57	160,000.00	29,118.43	81.80
100-00-53103-000-000	TRAFFIC CONTROL	0.00	94.69	1,500.00	1,405.31	6.31
100-00-53104-000-000	RD INSPECTOR HRLY WAGE	0.00	957.00	0.00	-957.00	0.00
100-00-53104-130-000	RD INSPECTOR SOC SEC/MEDICARE	0.00	73.20	0.00	-73.20	0.00
100-00-53104-390-000	RD INSPECTOR MISC	0.00	142.89	0.00	-142.89	0.00
100-00-53105-000-000	DRAINAGE & CULVERTS	0.00	16,867.58	15,000.00	-1,867.58	112.45
100-00-53106-000-000	SNOW REMOVAL EXPENSE	0.00	58,103.76	101,557.37	43,453.61	57.21
100-00-53107-000-000	SNOW REMOVAL PRIV ROADS	0.00	3,688.63	9,000.00	5,311.37	40.98
100-00-53420-000-000	STREET LIGHTING	790.57	6,340.22	9,000.00	2,659.78	70.45
100-00-53432-000-000	SIDEWALK MAINT	0.00	0.00	1,000.00	1,000.00	0.00
100-00-53440-450-000	STORM WATER PLANNING	0.00	1,170.00	5,000.00	3,830.00	23.40
100-00-53440-451-000	STORM WATER MANAGEMENT	3,841.16	18,089.87	30,000.00	11,910.13	60.30
100-00-53630-000-000	REFUSE & GARBAGE COLLECTION	36,294.91	280,032.12	430,780.00	150,747.88	65.01
100-00-53635-000-000	RECYCLING	17,543.25	140,069.25	193,500.00	53,430.75	72.39
100-00-53635-343-000	RECYCLING TOTES GARB/RECY	0.00	0.00	0.00	0.00	0.00
100-00-53640-000-000	WEED & NUISANCE CONTROL	0.00	0.00	200.00	200.00	0.00
PUBLIC WORKS		194,692.39	735,991.35	1,181,579.37	445,588.02	62.29
100-00-54100-000-000	PUBLIC HEALTH ANIMAL CONTRO	0.00	1,500.00	1,500.00	0.00	100.00
100-00-54110-000-000	DOG TAX FEES PAID TO COUNT	0.00	945.25	1,200.00	254.75	78.77
HEALTH AND HUMAN SERVICES		0.00	2,445.25	2,700.00	254.75	90.56
202-00-55200-000-000	PARKS EXPENSE	0.00	825.00	0.00	-825.00	0.00
100-00-55200-110-000	PARKS WAGES	0.00	4,138.52	8,000.00	3,861.48	51.73
100-00-55200-130-000	PARKS SOC SEC/MEDICARE	0.00	316.59	612.00	295.41	51.73
100-00-55200-363-000	PARKS MAINTENANCE EXP	5,545.87	21,915.13	20,000.00	-1,915.13	109.58
100-00-55200-390-000	PARKS MISC EXP	0.00	1,358.97	2,000.00	641.03	67.95
100-00-55201-820-000	PARKS IMPROVEMENTS	0.00	0.00	2,500.00	2,500.00	0.00
CULTURE, RECREATION AND EDU.		5,545.87	28,554.21	33,112.00	4,557.79	86.24
100-00-56200-110-000	ECONOMIC DEV COMMITTEE WAGES	0.00	0.00	0.00	0.00	0.00
100-00-56200-455-000	ECONOMIC DEV WC-IDB	0.00	0.00	7,600.00	7,600.00	0.00
100-00-56200-456-000	ECONOMIC DEV T.I.F.	0.00	0.00	1,000.00	1,000.00	0.00
100-00-56200-457-000	ECONOMIC DEV 21 SOUTH	0.00	0.00	1,800.00	1,800.00	0.00
400-00-56201-456-000	TID #1 PLANNING	0.00	0.00	2,000.00	2,000.00	0.00
100-00-56300-110-000	PLANNING COMMISSION WAGES	375.00	2,150.00	1,800.00	-350.00	119.44
100-00-56300-390-000	PLANNING COMMISSION MISC EXP	0.00	36.00	500.00	464.00	7.20

Fund: All Funds						
Account Number		2025 September	2025 Actual 09/30/2025	2025 Budget	Budget Status	% of Budget
100-00-56400-452-000	LAND USE/ZONING SURVEYING & FYG	867.57	10,215.23	3,000.00	-7,215.23	340.51
100-00-56400-453-000	LAND USE/ZONING ENGINEERING	320.00	14,347.89	39,000.00	24,652.11	36.79
100-00-56400-454-000	LAND USE/ZONING STM WATER POND	0.00	0.00	50,000.00	50,000.00	0.00
=====						
CONSERVATION AND DEVELOPMENT		1,562.57	26,749.12	106,700.00	79,950.88	25.07
=====						
100-00-57100-000-000	LRP ENGINEERING & CONSTRUCT	15,139.00	152,933.06	50,000.00	-102,933.06	305.87
203-00-57100-700-002	SOUTH LEG HWY 21 EXPENSE	0.00	0.00	0.00	0.00	0.00
100-00-57101-000-000	LRP EST/ACQUIS/LEGAL	0.00	4,650.00	0.00	-4,650.00	0.00
100-00-57102-000-000	LPR SOUTH LEG ROUNDABOUT	0.00	5,000.00	40,000.00	35,000.00	12.50
100-00-57103-000-000	PUBLIC WORKS VEHICLE	0.00	21,446.20	25,000.00	3,553.80	85.78
100-00-57200-000-000	RESERVE FOR TOWN REVALUATION	0.00	0.00	10,000.00	10,000.00	0.00
100-00-57300-000-000	JONES POND	0.00	0.00	0.00	0.00	0.00
100-00-57301-000-000	BELLHAVEN LANE POND	0.00	15,587.07	0.00	-15,587.07	0.00
100-00-57302-000-000	LEONARD POINT DETENTION POND	0.00	3,500.00	78,000.00	74,500.00	4.49
100-00-57400-000-000	FIRE EQUIPMENT	0.00	0.00	0.00	0.00	0.00
100-00-57500-000-000	JONES PARK	0.00	0.00	35,000.00	35,000.00	0.00
400-00-57700-820-003	WATERMAIN CONSTRUCTION	0.00	221.75	0.00	-221.75	0.00
=====						
CAPITAL OUTLAY		15,139.00	203,338.08	238,000.00	34,661.92	85.44
=====						
100-00-58100-610-000	GO REFUNDING BOND PRINCIPAL	0.00	275,000.00	406,415.00	131,415.00	67.66
100-00-58200-620-000	OMRO ROAD INTEREST	47,097.30	97,543.10	0.00	-97,543.10	0.00
100-00-58201-620-000	STORM SEWER INTEREST	16,547.70	34,271.90	0.00	-34,271.90	0.00
400-00-58300-600-000	TID #1 LTD PRINCIPAL	0.00	0.00	0.00	0.00	0.00
400-00-58301-620-000	TID #1 LTD INTEREST	0.00	0.00	0.00	0.00	0.00
=====						
DEBT SERVICE		63,645.00	406,815.00	406,415.00	-400.00	100.10
=====						
400-00-59100-390-000	MISC EXPENSE	0.00	0.00	0.00	0.00	0.00
100-00-59200-000-000	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
200-00-59200-000-000	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
201-00-59200-000-000	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
202-00-59200-000-000	TRANSFER TO OTHER FUNDS	0.00	0.00	0.00	0.00	0.00
400-00-59200-000-000	TRANSFER TO OTHER FUNDS	0.00	-221.75	0.00	221.75	0.00
=====						
OTHER FINANCING USES		0.00	-221.75	0.00	221.75	0.00
=====						
Total Expenses		335,733.53	2,286,001.33	3,075,101.62	789,100.29	74.34
=====						
Net Totals		-326,056.95	-1,547,049.04	0.00	1,547,049.04	



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: October 15, 2025

RE: Petitioners William and Shawnee Bowman are requesting a Conditional Use to clear, clean, dredge, and alter a drainageway located in a Surface Water Drainage Overlay District at 4404 Bellhaven Lane, parcel 002-000902.

GENERAL INFORMATION:

Owner/Petitioner: William and Shawnee Bowman
4404 Bellhaven Lane
Oshkosh, WI 54904

Past Town Board Discussion(s): None

Action Requested: Petitioners are requesting a Conditional Use to clear, clean, dredge, and alter a drainageway located in a Surface Water Drainage Overlay District at 4404 Bellhaven Lane, parcel 002-000902.

Conditional Use Explanation and Process:

Although each zoning district is primarily intended for a predominant type of land use, there are a number of uses that may be appropriate under certain conditions. These are referred to as "conditional uses".

The Town Planning Commission may render a recommendation to the Town Board and the Town Board may render a recommendation to the County Planning and Zoning Committee based on the decision criteria provided to either 1) approve the conditional use; 2) approve the conditional use with conditions, or 3) deny the conditional use. Such decision shall be supported by written findings.

If the decision is to approve the conditional use with conditions, the Town Board may also submit conditions of approval. If the Town Board does not submit a decision supported by written findings to the committee prior to the public hearing, it shall be deemed to have consented to whatever action the committee may take.

Property Location and Type:

The subject property is zoned R-2 Suburban Low Density Residential. The adjacent lots are also zoned residential. Future land use identifies this and the surrounding parcels as remaining single family residential.

This waterway is also in a Shoreland Zoning Overlay District, which is defined as:

This district extends from the ordinary high-water mark of navigable streams inland for a distance of 300 feet or to the inland side of the 100-year floodplain, whichever is greater, and from the ordinary high-water mark of navigable lakes, ponds, or flowages inland for a distance of 1,000 feet. The provisions relating to this district are contained in chapter 27 of the general code of Winnebago County. They are crafted to meet the minimum requirements as established by state law.

This parcel is not in an area of Town where a boundary agreement is currently in effect.

Conditional Use Request:

The property owner wants to clean and clear the existing surface water drainage way. This would include removing buckthorn, dead and dying trees, fallen trees, and stumps in the waterway. They want to shape the waterway to improve drainage and add stone to improve drainage and protect from erosion. *The engineering plans are included in the county public hearing packet.*

This work is allowable by conditional use permit per Chapter 23 Town/County Zoning in Division 133 Surface Water Drainageway Overlay District as follows:

23.8-551 Conditional uses (according to s. 23.7-113)

- (1) According to underlying zoning districts.
- (2) Dams, hydropower plants, flowages, and ponds.
- (3) Any dredging, clearing, cleaning, relocating, etc. of an existing surface water drainage-way, not requiring a permit from a state or federal agency.
- (4) Any dredging, clearing, cleaning, relocating, etc. of an existing surface water drainage-way requiring a permit from a state or federal agency, may be administratively approved per s. 23.7-313 based upon plans/permits authorized by said agency of jurisdiction.

ANALYSIS:

The following is the staff review of criteria to consider as a basis of decision for the proposed use as required per Ch 23 Town/County Zoning:

1. **Size of the parcel on which the proposed use will occur.** 1.5 acres
2. **Presence of and compatibility with other uses on the subject property.** The drainageway is already present on the property. As an established drainageway, it is compatible with other uses on the subject property.

3. **Location of the proposed use on the subject property (i.e. proximity of the proposed use to other existing or potential land uses).** The drainageway is already established on the property—no changes to the location are proposed.
4. **Effects of the proposed use on traffic safety and efficiency and pedestrian circulation, both on-site and off-site.** There is no effect on traffic safety and efficiency and pedestrian circulation in the area.
5. **Suitability of the subject property for the proposed use.** Property is suitable for the nature and location of the work being performed.
6. **Effects of the proposed use on the natural environment.** The proposed work would improve drainage by removing the debris and replacing the stone to prevent further erosion.
7. **Effects of the proposed use on surrounding properties, including operational considerations related to hours of operation and creation of potential nuisances.** Effect on surrounding properties minimal, and drainage likely to improve in the area having a positive impact on surrounding properties.
8. **Effects of the proposed use on the normal and orderly development and improvement of the surrounding property for uses permitted in the zoning district and adjoining districts.** No effect.
9. **Other Factors:** This type of conditional use request is not common. Staff consulted with the town engineer and county code enforcement officer and determined that the issues at hand are:
 - a. **Does the Town have an easement in this drainageway? If so, would the town allow the proposed work?**
The town does not have a permanent drainage easement over this drainageway.
 - b. **Will the proposed work negatively impact the drainageway?**
The proposed work would not negatively impact drainage and could possibly improve it by removing the debris and replacing the stone to prevent further erosion. The project engineer has confirmed the planned work will handle a 25 year flood.

I have attached an email of my correspondence with the county code enforcement officer for reference.

Based on the criteria above, Staff determines that the proposed use will have a minimal impact on the surrounding properties. No conditions are recommended.

PLANNING COMMISSION RECOMMENDATION:

The Planning Commission considered this item at their October 8, 2025 meeting.

The petitioners, William and Shawnee Bowman, were in attendance. Administrator Mahoney provided an overview of the conditional use request and her analysis. The Planning Commission passed the motion 7-0 to recommend approval for the proposed conditional use with no additional conditions.

RECOMMENDED ACTION:

The Planning Commission recommends approval of the conditional use. Should the Town Board agree, the following motion may be made:

“Motion to approve the Conditional Use by William and Shawnee Bowman to clear, clean, dredge, and alter a drainageway located in a Surface Water Drainage Overlay District at 4404 Bellhaven Lane, parcel 002-000902.”

ATTACHMENTS:

1. Town Application
2. Shoreland Zoning Overlay District aerial
3. Photos of drainage way
4. County Public Hearing materials
5. Emails between town and county



Town of Algoma
15 N. Oakwood Road
Oshkosh, WI 54904
(920) 235-3789

Visit us at www.townofalgoma.org

M-Th 9:00-5:00 F 9:00-1:00

Site Plan Review/Plan Commission General Application

APPLICANT INFORMATION

Petitioner: William & Shawnee Bowman Date: 9/16/25
Petitioner's Address: 4404 Bellhaven Ln. City: OSHKOSH State: WI Zip: 54904
Telephone #: (920) 858-8037 Fax: () Other Contact # or Email: _____

Status of Petitioner (Please Check): ☒ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer

Petitioner's Signature (required): William & Shawnee Bowman Date: 9/16/25

OWNER INFORMATION

Owner(s): William & Shawnee Bowman Date: 9-16-25
Owner(s) Information: 4404 Bellhaven Ln City: OSHKOSH State: WI Zip: 54904
Telephone #: (920) 858-8037 Fax: () Other Contact # or Email: _____

Ownership Status (Please Check): ☐ Individual ☒ Trust ☐ Partnership ☐ Corporation

Property Owner Consent (required) ☒

By signature hereon, I/We acknowledge that Town officials and/or employees may, in the performance of their functions, enter upon the property to inspect or garner other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Town of Algoma for incomplete submissions or other administrative reasons.

Property Owner's Signature: William & Shawnee Bowman Date: 9/16/25

SITE INFORMATION

Address/Location of Proposed Project: 4404 Bellhaven Ln. Oshkosh WI 54904

Current Use of Property: Residential - Home Zoning: Residential

Land Uses Surrounding Your Site: North: Lake Butte Des Morts

South: Residential

East: Residential

West: Residential

Projected Timeline: Completed

Project Description: Cleaning and clearing of existing surface water drainage way. Removal of buckthorn, dead & dying trees, fallen trees, and stumps in waterway. Shaping of waterway to improve drainage. Addition of stone to improve drainage and protect from erosion.

Note: The Town of Algoma or a duly appointed official maintain the right to cancel this agreement if the applicant has been deemed in violation of this agreement or Town of Algoma Municipal Code. No refund will be provided.



Town of Algoma
15 N. Oakwood Road
Oshkosh, WI 54904
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Visit us at www.townofalgoma.org

M-Th 9:00-5:00 F 9:00-1:00

Site Plan Review/Plan Commission General Application Continued

SITE INFORMATION CONTINUED

Development Characteristics Gross Acreage/ Square Feet: _____

Development Area and Percentage: _____

of Employees/#of Residential Units: _____

of Proposed Parking Space: _____

Traffic Count Projections (attach documentation): _____

Percent Impervious (attach documentation): _____

Description of Required Landscaping (attach landscape plan): _____

Additional Information: _____

OFFICE USE ONLY

Received By: Katie R. Date: 9-16-25 Fee: \$350 Paid: Yes No

Note: The Town of Algoma or a duly appointed official maintain the right to cancel this agreement if the applicant has been deemed in violation of this agreement or Town of Algoma Municipal Code. No refund will be provided.



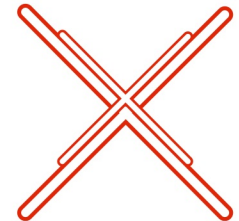
Site Map

Legend

- Address Marker
- Tax Parcel
- Local Road
- Private Road
- Road R.O.W.
- Simultaneous Conveyance
 - Certified Survey
 - Condominium
 - Assessor Plat
 - Subdivision
 - Plat of Survey
 - Outlots

30 0 30 60 ft

1 Inch = 60 Feet



W.I.N.G.S. Project Disclaimer
This data was created for use by the Winnebago County Geographic Information System project. Any other use/application of this information is the responsibility of the user and such use/application is at their own risk. Winnebago County disclaims all liability regarding fitness of the information for any use other than Winnebago County business. *Data for this map covrighted December 31, 2006*

Jun 06, 2025 @ 12:01 PM

4404 Bellhaven drainage way photos:



Winnebago County Planning and Zoning Department

NOTICE OF PUBLIC HEARING
PLANNING AND ZONING COMMITTEE
October 22, 2025

TO WHOM IT MAY CONCERN:

The applicant(s) listed below has requested a Conditional Use which is regulated by either Chapter 23, the Town/County Zoning Code, or Chapter 27, the Shoreland Zoning Code. You are receiving this notice because this application or petition for action: 1. affects area in the immediate vicinity of property which you own; 2. requires your agency to be notified; 3. requires your Town to be notified; or 4. requires you, as the applicant, to be notified.

The Winnebago County Planning and Zoning Committee will be holding a public hearing on October 22, 2025 at 6:30 PM in Conference Room 120 of the David Albrecht Administration Building located at 112 Otter Ave, Oshkosh, WI.

All interested persons wishing to be heard at the public hearing may appear in person or via Microsoft Teams using the meeting information below. A direct link to the Microsoft Teams Meeting is available on the Winnebago County Meetings and Agenda calendar on the above indicated date.

Microsoft Teams Meeting Information Link: <https://winnebagocowi.portal.civicclerk.com/>

Select the Agenda PDF on the meeting date and Click "Join Meeting Now"

For further detailed information concerning this notice, contact the Town Clerk or the Winnebago County Zoning office, where the application is available for viewing.

INFORMATION ON CONDITIONAL USE REQUEST

Application No.: 2025-CU-7120

Property Owner(s): BOWMAN, WILLIAM

Agent: HINTZKE, CASSIE CYPRESS HOMES INC

Tax Parcel No.: 002-000902

Location of Premises: 4404 BELLHAVEN LN, OSHKOSH

Legal Description: Being part of Government Lot 2 of Section 7, Township 18 North, Range 16 East, Town of Algoma, Winnebago County, Wisconsin.

Code Reference: 23.8-551

Description of Proposed Use: Applicant is requesting a conditional use permit to clear, clean, dredge, and alter a drainage way located in a surface water drainage overlay district

INITIAL STAFF REPORT

Sanitation: Existing; Municipal

Overlays: Shoreland, floodplain

Current Zoning: R-2 Suburban Low Density Residential

Code Reference: 23.8-551

Description of Proposed Use: Applicant is requesting a conditional use permit to clear, clean, dredge, and alter a drainage way located in a surface water drainage overlay district

Surrounding Zoning: **North:** Lake Winnebago; **South:** R-2; **East:** R-2; **West:** R-2; R-1;

THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/AGENT

Describe the proposed use: Surface Water Drainage Way Overlay District (Stormwater Easement). Cleaning and clearing of existing surface water drainage way. Removal of buckthorn, dead and dying trees, fallen trees, and stumps in waterway. Shaping of waterway to improve drainage. Addition of stone to improve drainage and protect from erosion.

Describe how the proposed use will not have any adverse effects on surrounding property: No adverse effects on surrounding property.

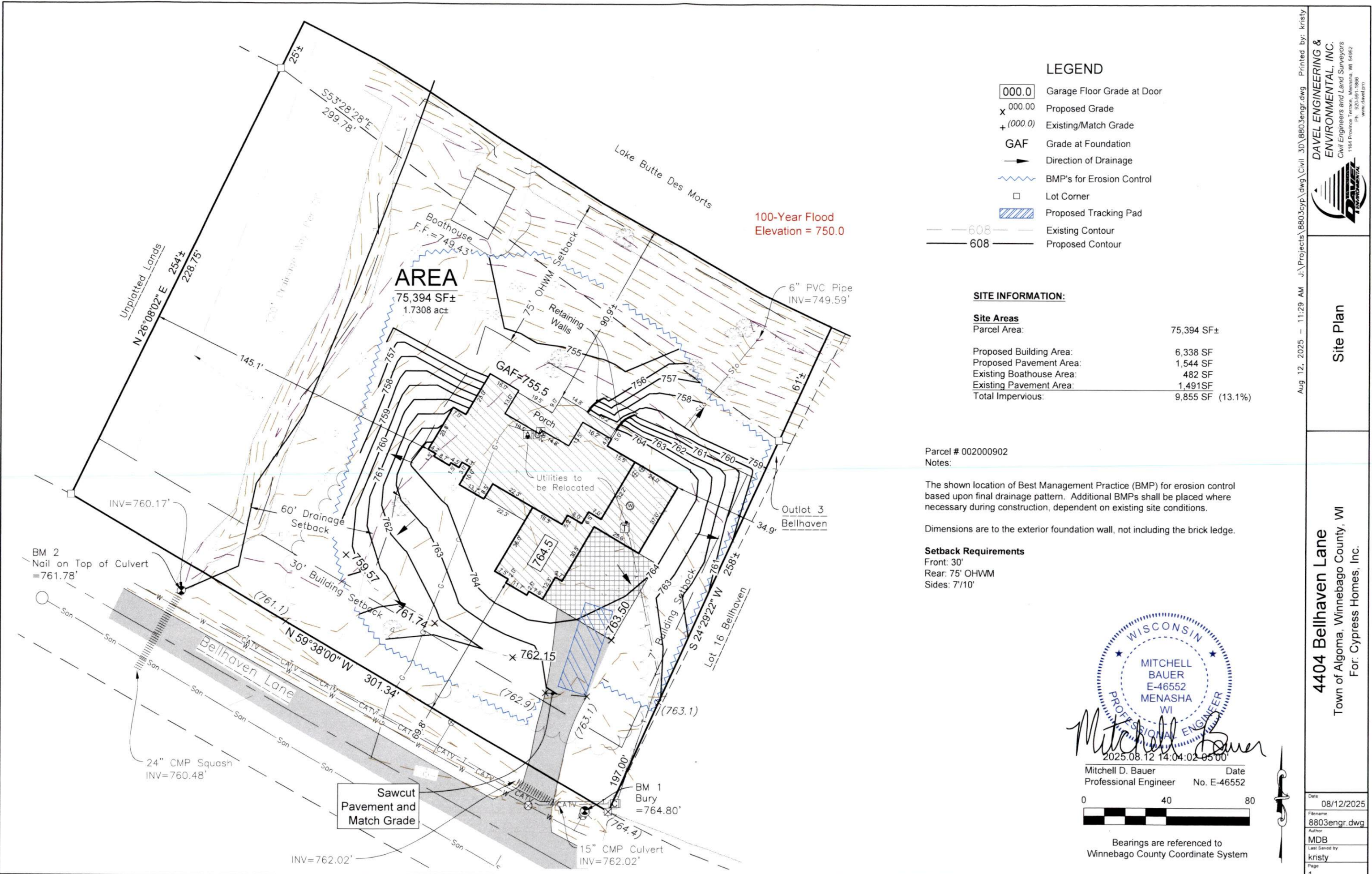
SECTION REFERENCE AND BASIS OF DECISION

Basis of Decision

The town board and town plan commission of the town in which the proposed conditional use is located in making their recommendation and Planning and Zoning Committee in making its decision shall consider the following factors:

- (1) the size of the parcel on which the proposed use will occur;
- (2) the presence of and compatibility with other uses on the subject property;
- (3) the location of the proposed use on the subject property (e.g., proximity of the proposed use to other existing or potential land uses);
- (4) effects of the proposed use on traffic safety and efficiency and pedestrian circulation, both on-site and off-site;
- (5) the suitability of the subject property for the proposed use;
- (6) effects of the proposed use on the natural environment;
- (7) effects of the proposed use on surrounding properties, including operational considerations relating to hours of operation and creation of potential nuisances;
- (8) effects of the proposed use on the normal and orderly development and improvement of the surrounding property for uses permitted in the zoning district and adjoining districts; and
- (9) any other factor that relates to the purposes of this chapter as set forth in s. 23.1-5 and other sections as may apply.

In the event the conditional use being proposed is an adult-oriented establishment, the above-named decision-making bodies shall not consider the nature of expressive conduct protected by the U.S. Constitution with regard to any of the above-mentioned criteria.



LEGEND

- 000.0 Garage Floor Grade at Door
- x 000.00 Proposed Grade
- + (000.0) Existing/Match Grade
- GAF Grade at Foundation
- Direction of Drainage
- BMP's for Erosion Control
- Lot Corner
- Proposed Tracking Pad
- Existing Contour
- Proposed Contour

SITE INFORMATION:

Site Areas	
Parcel Area:	75,394 SF±
Proposed Building Area:	6,338 SF
Proposed Pavement Area:	1,544 SF
Existing Boathouse Area:	482 SF
Existing Pavement Area:	1,491 SF
Total Impervious:	9,855 SF (13.1%)

Parcel # 002000902
Notes:

The shown location of Best Management Practice (BMP) for erosion control based upon final drainage pattern. Additional BMPs shall be placed where necessary during construction, dependent on existing site conditions.

Dimensions are to the exterior foundation wall, not including the brick ledge.

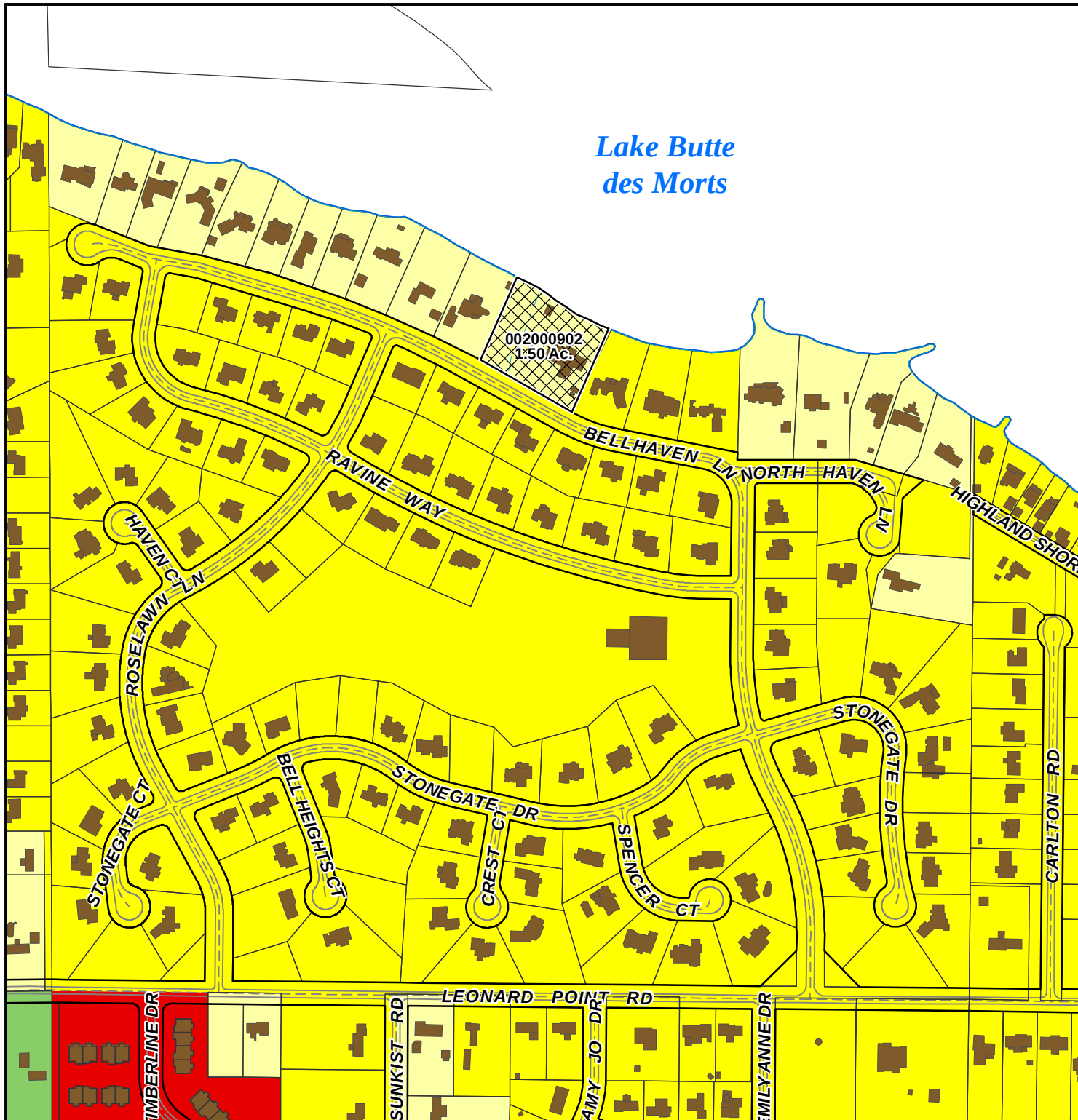
Setback Requirements
Front: 30'
Rear: 75' OHWM
Sides: 7'/10'



Mitchell D. Bauer
Professional Engineer
Date 08/12/2025
No. E-46552



Bearings are referenced to
Winnebago County Coordinate System



*Lake Butte
des Morts*

Application #25-CU-7120

Date of Hearing:

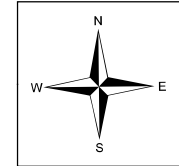
October 22, 2025

Owner(s):

BOWMAN LIV TST, WILLIAM L /
BOWMAN LIV TST, SHAWNEE L

Subject Parcel(s):

002000902



Winnebago County
WINGS Project

Scale
1 inch : 400 feet

County Zoning Districts

R-1	PDD	B-1
R-2	A-1	B-2
R-3	A-2	B-3
R-4	I-1	M-1
R-8	I-2	Town Zoning

City of Oshkosh Extraterritorial
Zoning Jurisdiction

Incorporated Area

○ = SITE

Application #25-CU-7120

Date of Hearing:

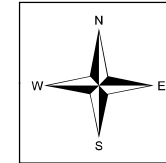
October 22, 2025

Owner(s):

BOWMAN LIV TST, WILLIAM L /
BOWMAN LIV TST, SHAWNEE L

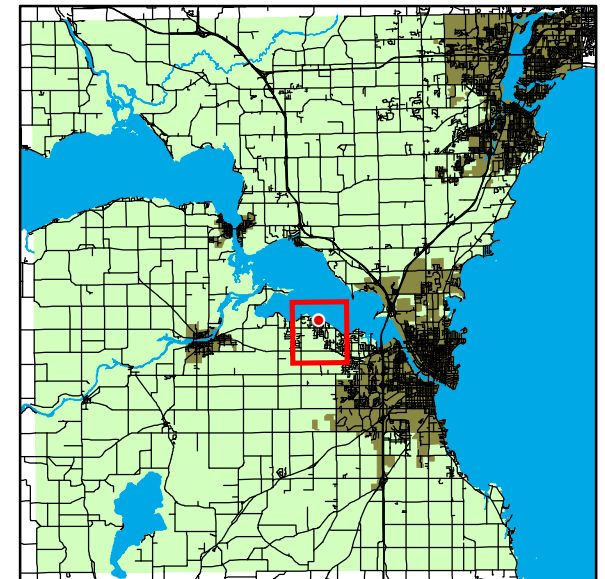
Subject Parcel(s):

002000902

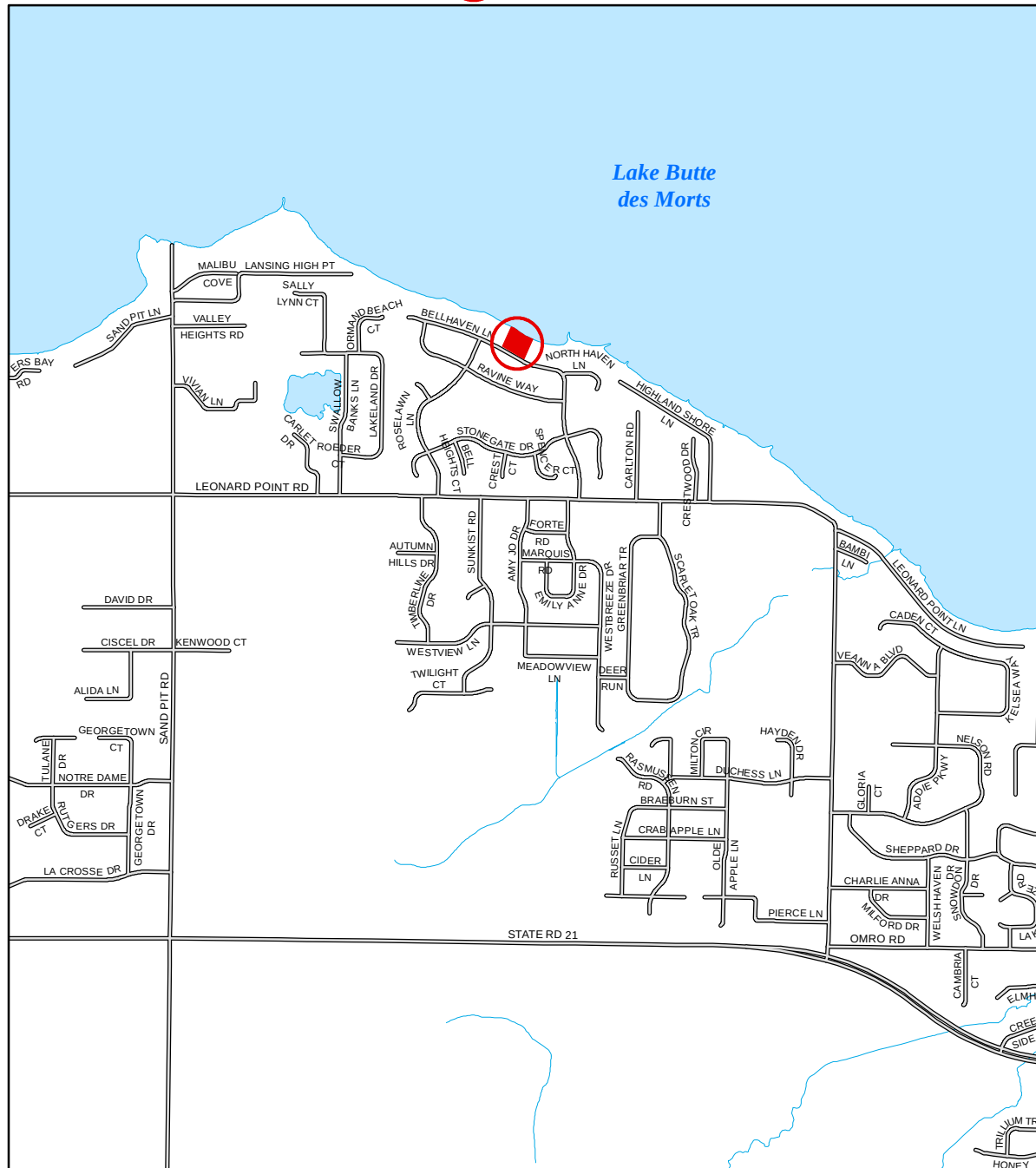


Winnebago County
WINGS Project

● = SITE



WINNEBAGO COUNTY



1 inch : 2,000 feet

RE: 4404 Bellhaven Ln- Stormwater Drainage Easement

From Edwards, Caleb <CEdwards@winnebagoctywi.gov>

Date Mon 2025-09-15 12:25 PM

To Maggie Mahoney <townadmin@townofalgoma.org>

Hello Maggie,

Can we discuss over a phone call anytime between 8:30 and 9:30 either Tuesday or Wednesday? If another time works better for you please let me know. I don't think the call will take very long but will help clarify things. This is an uncommon situation so it might be beneficial to talk it over a bit before the public hearings start.

Thanks,

Caleb Edwards
Code Enforcement Officer
Winnebago County Planning and Zoning Dept.
112 Otter Ave. PO Box 2808
Oshkosh, WI 54901
920-232-3344



From: Maggie Mahoney <townadmin@townofalgoma.org>

Sent: Thursday, September 11, 2025 11:51 AM

To: Edwards, Caleb <CEdwards@winnebagoctywi.gov>

Cc: Rowe, Cary <CRowe@winnebagoctywi.gov>; Lefebvre, Daniel <DLefebvre@winnebagoctywi.gov>

Subject: Re: 4404 Bellhaven Ln- Stormwater Drainage Easement

Caleb,

Thank you for providing all of this information. Our town engineering firm (McMahon) has reviewed all of the information we can find including the title documents for this property and the plat. I have had communication with the property owner and the builder (William Bowman provided me the title work).

We cannot find any evidence that there is a town permanent drainage easement over this drainageway.

I know the property owner has applied for a conditional use from the county. Does that also require consideration of a conditional use from the town?

Happy to discuss if easier—I am in all day but have a meeting from 2-3pm. We are super-short staffed so please email me then I will call you (no one is answering the main line).

Thanks! Maggie

From: Edwards, Caleb <CEdwards@winnebagocountywi.gov>
Sent: Thursday, August 14, 2025 9:09 AM
To: Maggie Mahoney <townadmin@townofalgoma.org>
Cc: Rowe, Cary <CRowe@winnebagocountywi.gov>; Lefebvre, Daniel <DLefebvre@winnebagocountywi.gov>
Subject: RE: 4404 Bellhaven Ln- Stormwater Drainage Easement

Hello Maggie,

This is an update on this property after looking through our records and consulting with the owner and DNR. The owners have applied for a conditional use permit to do work in a "Surface Water Drainageway Overlay District". The requirements for this district can be found in 23.8-548 to 23.8-551 of our ordinance. In short it doesn't allow anything to be done in this area unless they obtain approval under another agency with jurisdiction (DNR for example) and a zoning permit through the County or a conditional use permit through the County. Since the DNR is saying they have no jurisdiction over this area they must go through the conditional use permit process through the County. We have asked the applicant to provide an engineer certification stating that the drainageway is still able to handle a 25-year storm event.

After looking through some old records it looks like the earliest sign of the drainage way that I could find is a public hearing initiated by the town in 1982-1983 (attached). The document is lengthy, but I believe the first three pages are the most relevant ones. It appears that the Town initially tried to rezone two waterways to C-1 Conservancy in order to protect the drainage ways however the initial proposal was rejected by the committee in late 1982. The C-1 district was an overlay district at that time. It then appears a revised request was approved by the County board in 1983 for the Bellhaven Ln property to be rezoned to C-1. The drainageway appears to have been designed to handle a 25-year storm event for the 80-acre watershed (page 18 of pdf). The "surface water drainage easement" also appears as a 60' wide easement on a Town of Algoma Zoning map from 1996 however we were unable to locate anything other than the map creating the 60' from the center of the stream easement. The approval in 1983 was for the easement to be 30' from the center of the stream so we are working on updating our maps to change the easement to reflect what was documented and approved.

It then appears that the C-1 district was replaced by the "Surface water drainage easement" district throughout our ordinance updates/revisions over the years. Since the C-1 district was originally requested by the Town to protect the drainage way then the Town's decision would be a major factor over what occurs in the " Surface Water Drainageway Overlay District".

There is a lot of information here so if you have any questions or wish to discuss this please let me know.

Thanks,

Caleb Edwards

Code Enforcement Officer

Winnebago County Planning and Zoning Dept.

112 Otter Ave. PO Box 2808

Oshkosh, WI 54901

920-232-3344



From: Maggie Mahoney <townadmin@townofalgoma.org>

Sent: Tuesday, June 10, 2025 12:31 PM

To: Edwards, Caleb <CEdwards@winnebagocountywi.gov>

Cc: Lefebvre, Daniel <DLefebvre@winnebagocountywi.gov>; Jason Loduha <publicworks@townofalgoma.org>

Subject: Fw: 4404 Bellhaven Ln- Stormwater Drainage Easement

You don't often get email from townadmin@townofalgoma.org. [Learn why this is important](#)

Hi Caleb,

Please see Phil's comments/questions about this. The attached map of drainage easements came from the county—we don't know what the surface water drainage district is or where that came from.

Happy to discuss!!

Thanks, Maggie

From: Phillip Kleman <PKleman@mcmgrp.com>
Sent: Tuesday, June 10, 2025 9:38 AM
To: Maggie Mahoney <townadmin@townofalgoma.org>
Cc: Jason Loduha <publicworks@townofalgoma.org>
Subject: Re: 4404 Bellhaven Ln- Stormwater Drainage Easement

Maggie - Couple of questions for you...the "Surface Water Drainage District"....is this intended to be an easement area or just a "zoning district or overlay"? This is the first I've seen this term and/or district. Did the Town develop this district or did this come from the County? Are the "Surface Water Drainage District areas also identified on plat maps or CSM's and do they carry any language related to purpose or intent? This "district" appears to just be a setback or overlay of certain navigable streams. Is there any documentation of where this overlay/district came from? Seems to be more of a zoning overlay...not an easement. The "Surface Water Drainage District looks more like the County's shoreland setback zone from navigable streams, therefore, the question about the boat house should default back to them?

Also noticed this "district" is on the quarry property....does this need to show up on the plat and include any specific language/provisions?

Sorry, more questions than answers...feel free to call to discuss if easier!

Phil

From: Maggie Mahoney <townadmin@townofalgoma.org>
Sent: Tuesday, June 10, 2025 9:19 AM
To: Phillip Kleman <PKleman@mcmgrp.com>
Cc: Jason Loduha <publicworks@townofalgoma.org>
Subject: Fw: 4404 Bellhaven Ln- Stormwater Drainage Easement

Hi Phil,

This area is a designated water drainage district on our drainage easement map (new map attached). Please let me know your thoughts on the questions from the county this when you have a chance.
Thanks, Maggie

From: Edwards, Caleb <CEdwards@winnebagocountywi.gov>
Sent: Friday, June 6, 2025 12:27 PM
To: Maggie Mahoney <townadmin@townofalgoma.org>
Cc: Lefebvre, Daniel <DLefebvre@winnebagocountywi.gov>
Subject: 4404 Bellhaven Ln- Stormwater Drainage Easement

Hello Maggie,

We were out looking at a property and noticed a bit of work done on a drainage stream located in a stormwater easement located on 4404 Bellhaven Ln, Parcel 002000902. Based on our GIS this stream seems to be considered an intermittent navigable stream. Attached are aerials of the property and pictures we had taken on a site visit. We had a few questions regarding the easement:

- Is the easement owned by the Town? If no, then the following questions don't apply.
- Was the drainage stream filled with stone as part of a Town project? (See first 5 pictures of attached photo pdf)
- There is a boathouse located inside the easement that the owners are looking to replace. Would the town allow the existing boathouse to be replaced, or would it have to be moved out of the easement?

Thanks,

Caleb Edwards

Code Enforcement Officer

Winnebago County Planning and Zoning Dept.

112 Otter Ave. PO Box 2808

Oshkosh, WI 54901

920-232-3344





AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: October 15, 2025

RE: Rezoning of 3030 Witzel Avenue, parcel 002-022201, from A-2 General Agricultural District to B-3 General Business District.

GENERAL INFORMATION:

Petitioner and Owner: Jason Brenenstuhl, Pastor & President
Wyldeewood Baptist Church
3030 Witzel Avenue
Oshkosh, WI 54904

Past Town Board Discussion(s): None

Action Requested: Petitioner is requesting approval of a change in zoning designation from A-2 General Agricultural District to B-3 General Business District for future expansion of an existing use.

Applicable Provisions:

Town of Algoma Comprehensive Plan
Chapter 23: Town/County Zoning of the Winnebago County Municipal Code

Property Location and Type:

The subject property is 12.86 acres on an agricultural parcel on the northside of Witzel Avenue two blocks west of S. Oakwood Road. The property currently has three buildings on a single parcel--a church, school and printing facility. There is also a large green space used for soccer and recreation. The petitioner would like to expand the church and ministries to better service the community with a larger print shop that prints free bibles, as well as expand the school and playground with a possible pavilion that is open to the community.

This parcel is not in an area of Town where a boundary agreement is currently in effect.

Current parcel and proposed new building location (in yellow):



Subject Site:

<i>Existing Land Use</i>	<i>Zoning</i>
Residential – existing duplex structure	A-2 General Agriculture District

Adjacent Land Use and Zoning:

<i>Existing Land Uses</i>		<i>Zoning</i>
North	Residential	R-2 Suburban Residential District
South	Residential	A-2 General Agriculture District
East	Residential	R-2 Suburban I Residential District
West	Residential	R-2 Suburban Residential District

Comprehensive Plan:

<i>Land Use Recommendation</i>	<i>Use Category</i>
Current Land Use	A-2 General Agriculture District
Future Land Use	Institutional Facilities and Recreational Facilities

Zoning Definitions:

A-2 General Agriculture District – This district is intended to accommodate both large and small-scale farms and hobby farms. Although scattered residential lots are allowed, agriculture is the predominant land use. This district should be located in those areas suitable for agriculture, but not for large-scale agricultural operations, and adjacent to urbanizing areas.

B-3 General Business District – This district is intended to accommodate primarily large-scale commercial projects of regional importance that require access to major road corridors. This district is intended to include one or more parcels of land that as a general rule includes 20 acres or more. Lots are connected to a public sanitary sewer system or have an on-site sewage disposal system.

R-2 Suburban Residential District – This district is intended to accommodate low and medium density residential lots commonly located, but not limited to, a duly recorded and legally maintained subdivision. This district provides a “suburban” arrangement of amenities, services, and facilities. Lots are connected to a public sanitary sewer system or have an on-site sewage disposal system.

Future Land Use Definitions from the Town of Algoma Comprehensive Plan:

Institutional Facilities – Land for public and private facilities dedicated to public services (blue).

Recreational Facilities – Land uses that provide leisure activity opportunities for citizens (green).



*The full Town Comprehensive Plan and Future Use Map is available on the town website:
<https://townofalgoma.org/planning/>*

ANALYSIS:

The petitioner has consulted with the county and the proposed zoning change, as stated above, is being requested because an additional building cannot be added under the current A-2 Agricultural Zoning District, but the proposed B-3 General Business district zoning would allow for the planned project.

The town comprehensive plan states future uses of “institutional” and “recreational” but those are uses, not zoning districts. Both are permitted uses in the proposed B-3 General Business District.

The current and proposed uses by the church are consistent with those identified future uses. Changing the zoning to B-3 General Business would allow the current uses as well as any uses that are permitted in that district, as well as those allowed by conditional use.

I have attached the Chapter 23: Town/County Zoning of the Winnebago County Municipal Code 8-1 Land Use Matrix for your reference, which lists all of the permitted, condition use, accessory and temporary uses for each district. [Here is a link to the full Chapter 23](#) which includes definitions of each use in 23.3-2.

Here is a summary of the permitted uses the B-3 district:

Residential:	mixed use housing
Special Care Facilities:	group day care, hospice care, nursing home, retirement home
Group Accommodations:	boardinghouse, overnight lodging, resort
Food and Beverage Sales:	brewpub, restaurant, tavern
Vehicle Rental, Sales, and Service:	fuel station, repair shop, sales and rental, service shop
General Sales:	convenience, general retail including large format, outdoor
General Services:	administrative, adult oriented establishment, body-piercing, commercial kennel, small equipment rental, financial services, funeral home, general repair, general services, health care clinic, health care center, instructional services, professional services, tattoo, small animal veterinary clinic
Recreation and Entertainment:	indoor and outdoor entertainment and recreation
Government and Community Services:	administrative government center, civic use facility, community center, community cultural facility, community garden, educational (pre-K through 12 and post-secondary), park, public safety facility, recreation trail, worship facility
Telecommunications and Utilities	facilities and systems
Transportation:	mass transit terminal, parking lots and structures
Industrial uses:	artisan shop

The location of this lot on Witzel Avenue near residential neighborhoods and a nursing home facility make it reasonable that it be zoned B-3 General Business District based on the permitted uses stated above. Any development of the property will need to be reviewed and conform to dimensional standards and zoning code.

For the reasons stated above, the proposed change is consistent with the Town Comprehensive Plan and future land use map.

PLANNING COMMISSION RECOMMENDATION:

The Planning Commission considered this item at their October 8, 2025 meeting.

The petitioner, Pastor Brenenstuhl, was in attendance. Administrator Mahoney presented the information and analysis for the rezoning request including a discussion of the types of businesses that would be allowed within a B-3 General Business District. There will be a public hearing at the county and all properties within 300 feet were notified, so there will be the opportunity for additional public input. The Planning Commission passed the motion 7-0 to recommend approval for the rezoning.

RECOMMENDED ACTION:

The Planning Commission recommends approval of the rezoning. Should the Town Board agree, the following motion may be made:

“Motion to approve rezoning 3030 Witzel Avenue, parcel 002-022201, from A-2 General Agricultural District to B-3 General Business District.”

ATTACHMENTS:

1. Town Application
2. County 10/22/25 Public Hearing packet
3. Chapter 23 8-1 Land Use Matrix



Town of Algoma
15 N. Oakwood Road
Oshkosh, WI 54904
(920) 235-3789

Visit us at <https://townofalgoma.org/>

M-Th 9:00-5:00 F 9:00-1:00

Site Plan Review/Plan Commission General Application

APPLICANT INFORMATION

Petitioner: Wyldeewood Baptist Church, Jason Breerestuhl ^{Pastor, President} Date: Sept 23, 2025
Petitioner's Address: 3030 Witzel Avenue City: Oshkosh State: WI Zip: 54904
Telephone #: (920) 235 5400 Fax: () _____ Other Contact # or Email: pastor@wyldeewood.org
Status of Petitioner (Please Check): ☒ Owner ☐ Representative ☐ Tenant ☐ Prospective Buyer
Petitioner's Signature (required): Jason P. Breerestuhl Date: 9-23-25

OWNER INFORMATION

Owner(s): Wyldeewood Baptist Church, Jason Breerestuhl, President Date: 9-23-2025
Owner(s) Information: 3030 Witzel Ave City: Oshkosh State: WI Zip: 54904
Telephone #: () _____ Fax: () _____ Other Contact # or Email: 920-279-5371
Ownership Status (Please Check): ☐ Individual ☐ Trust ☐ Partnership ☒ Corporation
Property Owner Consent (required) ☐ ☐ ☐ ☒

By signature hereon, I/We acknowledge that Town officials and/or employees may, in the performance of their functions, enter upon the property to inspect or garner other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Town of Algoma for incomplete submissions or other administrative reasons.

Property Owner's Signature: [Signature] Date: 9-23-2025

SITE INFORMATION

Address/Location of Proposed Project: 3030 Witzel Avenue
Current Use of Property: Church Zoning: A-2
Land Uses Surrounding Your Site: North: Residential
South: Residential
East: Residential
West: Residential

Projected Timeline: Future Building Projects

Project Description: To increase our support of the community we wish to construct a larger printing facility to provide free material. Also the school needs to expand to be a better service to the community.

* Desire to change zoning from A-2 to B-3.

Note: The Town of Algoma or a duly appointed official maintain the right to cancel this agreement if the applicant has been deemed in violation of this agreement or Town of Algoma Municipal Code. No refund will be provided.



Town of Algoma
15 N. Oakwood Road
Oshkosh, WI 54904
(920) 235-3789

Visit us at <https://townofalgoma.org/>

M-Th 9:00-5:00 F 9:00-1:00

Site Plan Review/Plan Commission General Application Continued

SITE INFORMATION CONTINUED

Development Characteristics Gross Acreage/ Square Feet: _____
Development Area and Percentage: _____
of Employees/#of Residential Units: _____
of Proposed Parking Space: No additional parking needed
Traffic Count Projections (attach documentation): no additional traffic anticipated
Percent Impervious (attach documentation): ~~no change~~ current retention pond
Description of Required Landscaping (attach landscape plan): (I believe) accommodates the intended expansions,

Additional Information: We wish to change the zoning from A-2 to B-3.
We have no intention of using all the green space. We need lots of
green space for our school and our continued support of the community
with play ground and soccer field as well as grass area - ball diamond
etc. We only wish to construct buildings to help further our
desire to serve the community better.

OFFICE USE ONLY

Received By: EMM Date: 9/3/25 Fee: 350.00 Paid: Yes No

Note: The Town of Algoma or a duly appointed official maintain the right to cancel this agreement if the applicant has been deemed in violation of this agreement or Town of Algoma Municipal Code. No refund will be provided.

Payment: Card - HG Receipt # 106713

Winnebago County Planning and Zoning Department

NOTICE OF PUBLIC HEARING PLANNING AND ZONING COMMITTEE October 22, 2025

TO WHOM IT MAY CONCERN:

The applicant(s) listed below has requested a Zoning Map Amendment which is regulated by the Town/County Zoning Code, Chapter 23. You are receiving this notice because this application or petition for action: 1. affects area in the immediate vicinity of property which you own; 2. requires your agency to be notified; 3. requires your Town to be notified; or 4. requires you, as the applicant, to be notified.

The Winnebago County Planning and Zoning Committee will be holding a public hearing on October 22, 2025 at 6:30 PM in Conference Room 120 of the David Albrecht Administration Building located at 112 Otter Ave, Oshkosh, WI.

All interested persons wishing to be heard at the public hearing may appear in person or via Microsoft Teams using the meeting information below. A direct link to the Microsoft Teams Meeting is available on the Winnebago County Meetings and Agenda calendar on the above indicated date.

Microsoft Teams Meeting Information Link: <https://winnebagocowi.portal.civicclerk.com/>
Select the Agenda PDF on the meeting date and Click "Join Meeting Now"

For further detailed information concerning this notice, contact the Town Clerk or the Winnebago County Zoning office, where the application is available for viewing.

INFORMATION ON ZONING MAP AMENDMENT REQUEST

Application No.: 2025-ZC-7140

Applicant: WYLDEWOOD BAPTIST CHURCH

Agent: NONE

Location of Premises: 3030 WITZEL AVE, OSHKOSH

Tax Parcel No.: 002-0222-01

Legal Description: Being part of the SW 1/4 of the NE 1/4 of Section 20, Township 18 North, Range 16 East, Town of Algoma, Winnebago County, Wisconsin.

Explanation: Applicant is requesting a Zoning Map Amendment from A-2 (General Agricultural District) to B-3 (General Business District) for future expansion of an existing use.

INITIAL STAFF REPORT

Sanitation: Existing; Municipal

Overlays: NONE

Current Zoning: A-2 General Agriculture

Proposed Zoning: B-3 Regional Business

Surrounding Zoning: North: R-2; South: A-2; East: R-2; West: R-2;

THE FOLLOWING INFORMATION HAS BEEN PROVIDED BY THE OWNER/APPLICANT

Describe present use(s): Church and ministries.

Describe proposed use(s): Church and ministries.

Describe the essential services for present and future use(s): All essential services for present use and future expansion are already installed and operating (electrical, gas, water, sewage).

Describe why the proposed use would be the highest and best use for the property: The church would like to expand the ministries of the church with a larger print shop which provides free Bibles. Also, an expanded playground with possible pavillion that is open to the community.

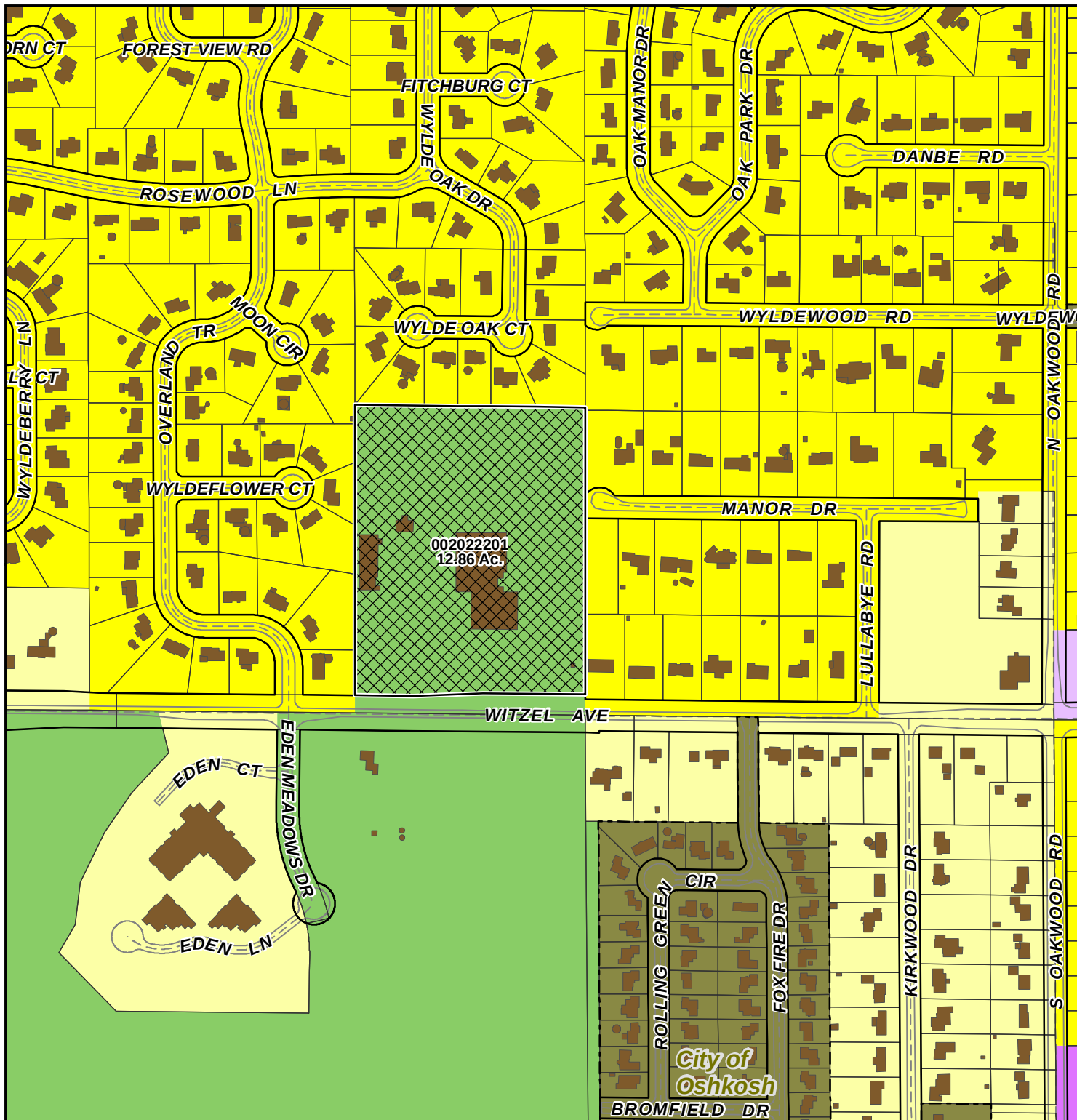
Describe the proposed use(s) compatibility with surrounding land use(s): We are located in a community where we are the only playground and green space available. We want to keep this while also expanding our outreach to the community. This change will help us accomplish both.

SECTION REFERENCE AND BASIS OF DECISION

23.7-5 Basis of Decision

Zoning map amendment initiated by a property owner. If a proposed zoning map amendment is initiated by a property owner and would change the zoning classification of a parcel not classified as A-1, the Planning and Zoning Committee in making its recommendation and the Board of County Supervisors in making its decision shall consider the following factors:

- (1) whether the amendment is consistent with the county's comprehensive plan, including any future land use maps or similar maps;
- (2) the extent to which the lot and structures on the subject property conform to the dimensional standards that apply to the proposed zoning district; and
- (3) any other factor not specifically or generally listed but deemed appropriate by the committee or board given the particular circumstances.



Application #25-ZC-7140

Date of Hearing:

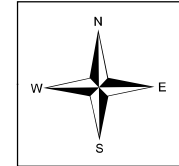
October 22, 2025

Owner(s):

WYLDEWOOD BAPTIST
CHURCH

Subject Parcel(s):

002022201



Winnebago County
WINGS Project

Scale
1 inch : 400 feet

County Zoning Districts

R-1	PDD	B-1
R-2	A-1	B-2
R-3	A-2	B-3
R-4	I-1	M-1
R-8	I-2	Town Zoning

City of Oshkosh Extraterritorial
Zoning Jurisdiction

Incorporated Area

○ = SITE

Application #25-ZC-7140

Date of Hearing:

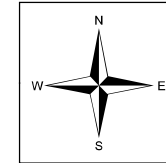
October 22, 2025

Owner(s):

WYLDEWOOD BAPTIST CHURCH

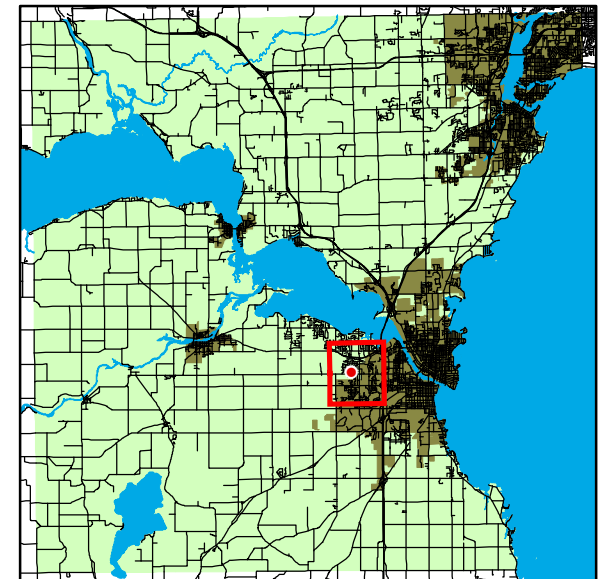
Subject Parcel(s):

002022201

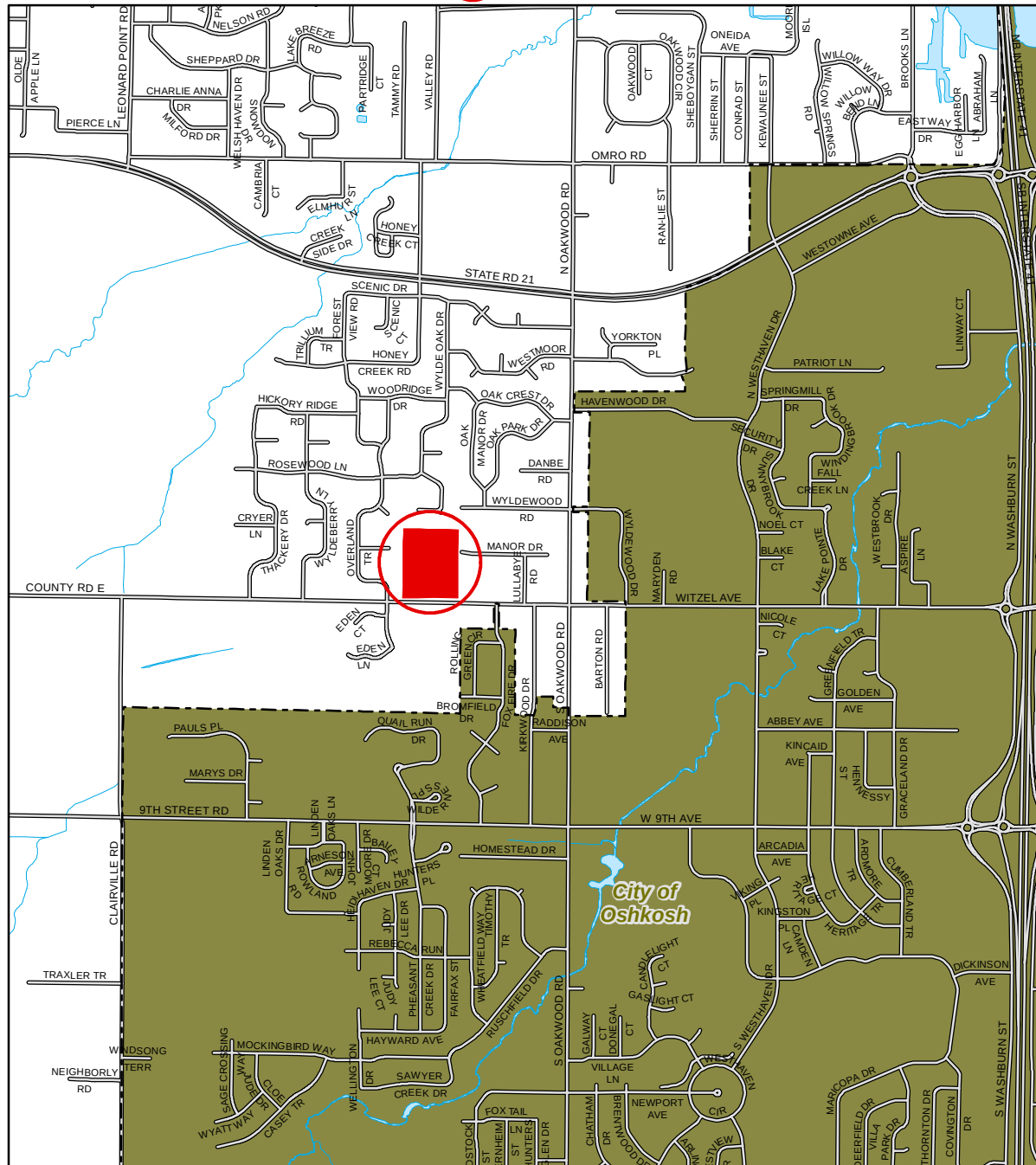


Winnebago County
WINGS Project

● = SITE



WINNEBAGO COUNTY



1 inch : 2,000 feet

Exhibit 8-1 Land use matrix

1 Agriculture	Review	Special Standards	Base Zoning District													
			A-1	A-2	R-1	R-2	R-3	R-4	R-8	B-1	B-2	B-3	M-1	I-1	I-2	
1.01 Agriculture-related use	ZP,SP,PO	23.8-231	C	C	-	-	-	-	-	-	-	-	-	-	P	C
1.02 Agriculture, crop	-	23.8-232	P	P	P	P	P	P	P	P	P	P	P	P	P	P
1.03 Agriculture, general	ZP	23.8-233	P	P	-	-	-	-	-	-	-	-	-	-	-	-
1.03 Agriculture, general, 500 animal units or more	ZP	23.8-233	C	C	-	-	-	-	-	-	-	-	-	-	-	-
1.04 Greenhouse	ZP,SP,PO	23.8-234	P	P	-	-	-	-	-	-	-	C	C	-	C	C
2 Resource-Based Uses																
2.01 Dam	ZP,SP,PO	23.8-241	C	C	C	C	C	C	C	C	C	C	C	C	C	C
2.02 Forestry	-	23.8-242	P	P	P	P	P	P	P	P	P	P	P	P	P	P
2.03 Hunting preserve	ZP,SP,PO	23.8-243	-	C	-	-	-	-	-	-	-	-	-	-	C	C
2.04 Sewage sludge disposal	-	23.8-244	P	P	P	P	P	P	P	P	P	P	P	P	P	P
2.05 Wildlife park	ZP,SP,PO	23.8-245	-	C	-	-	-	-	-	-	-	-	-	-	C	C
3 Residential																
3.01 Mixed-use housing	ZP,SP	23.8-251	-	-	-	-	-	-	-	-	-	C	P	P	-	-
3.02 Manufactured/mobile home community	ZP,SP,PO	23.8-252	-	-	-	-	-	-	-	P	-	-	-	-	-	-
3.03 Multifamily building, 2 units	ZP	23.8-253	-	-	-	-	-	P	P	-	-	-	-	P	-	-
3.04 Multifamily building, 3–4 units	ZP	23.8-254	-	-	-	-	-	-	P	-	-	-	C	P	-	-
3.04 Multifamily building, 5–8 units	ZP	23.8-254	-	-	-	-	-	-	P	-	-	-	C	C	-	-
3.04 Multifamily building, 9 or more units	ZP	23.8-254	-	-	-	-	-	-	C	-	-	-	-	C	-	-
3.05 Nonfarm residence	ZP	23.8-255	P	-	-	-	-	-	-	-	-	-	-	-	-	-
3.06 Single-family dwelling [1]	ZP	23.8-256	-	P	P	P	P	P	-	-	-	-	-	-	-	-
3.07 Townhouse, 3–4 units	ZP,SP	23.8-257	-	-	-	-	-	-	P	-	-	-	C	P	-	-
3.07 Townhouse, 5–8 units	ZP,SP	23.8-257	-	-	-	-	-	-	P	-	-	-	C	C	-	-
3.07 Townhouse, 9 or more units	ZP,SP	23.8-257	-	-	-	-	-	-	C	-	-	-	-	C	-	-
3.08 Twin home	ZP	23.8-258	-	-	-	-	-	P	P	-	-	-	-	P	-	-
4 Special Care Facilities																
4.01 Adult family home	ZP	23.8-261	-	-	P	P	P	P	P	-	-	-	-	-	-	-
4.02 Community living arrangement, 8 or fewer residents [2]	ZP	23.8-262	-	-	P	P	P	P	P	-	-	-	-	-	-	-
4.02 Community living arrangement, 9–15 residents [2]	ZP	23.8-262	-	-	P	P	P	P	P	-	-	-	-	-	-	-
4.02 Community living arrangement, 16 or more residents [2]	ZP,SP, PO	23.8-262	-	-	P	P	P	P	P	-	-	-	-	-	-	-
4.03 Foster home and treatment foster home [3]	ZP	23.8-263	-	-	P	P	P	P	P	-	-	-	-	-	-	-
4.04 Group day care center [4]	ZP,SP	23.8-264	-	-	-	-	-	C	C	-	P	P	P	P	C	C
4.05 Hospice care center	ZP,SP	23.8-265	-	C	C	C	C	C	P	-	C	C	P	C	-	-
4.06 Nursing home	ZP,SP	23.8-266	-	-	C	C	C	C	P	-	-	C	P	C	-	-
4.07 Retirement home	ZP,SP	23.8-267	-	-	C	C	C	C	P	-	-	C	P	C	-	-
4.08 Temporary shelter [5]	ZP,SP, PO	23.8-268	-	-	-	-	-	-	-	-	C	C	C	-	-	-
5 Group Accommodations [6]																
5.01 Boardinghouse	ZP,SP, PO	23.8-271	-	-	-	-	-	-	C	-	-	C	P	C	-	-
5.02 Campground	ZP,SP,PO	23.8-272	-	C	-	-	-	-	-	-	-	-	C	-	-	-
5.03 Group recreation camp	ZP,SP,PO	23.8-273	-	C	-	-	-	-	-	-	-	-	C	-	-	-
5.04 Migrant labor camp	ZP,SP,PO	23.8-274	C	C	-	-	-	-	-	-	-	-	-	-	-	-
5.05 Overnight lodging	ZP,SP,PO	23.8-275	-	-	-	-	-	-	-	-	-	C	P	P	-	-
5.06 Resort	ZP,SP,PO	23.8-276	-	C	-	-	-	-	-	-	-	C	P	C	-	-
6 Food and Beverage Sales																
6.01 Brewpub	ZP,SP,PO	23.8-281	-	-	-	-	-	-	-	-	-	C	P	P	C	-
6.02 Restaurant	ZP,SP,PO	23.8-282	-	-	-	-	-	-	-	-	C	P	P	P	-	-
6.03 Tavern	ZP,SP,PO	23.8-283	-	-	-	-	-	-	-	-	C	P	P	C	-	-

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Exhibit 8-1 Land use matrix – continued

7 Vehicle Rental, Sales, and Service	Review	Special Standards	Base Zoning District												
			A-1	A-2	R-1	R-2	R-3	R-4	R-8	B-1	B-2	B-3	M-1	I-1	I-2
7.01 Heavy vehicle sales and rental	ZP,SP,PO	23.8-291	-	-	-	-	-	-	-	-	-	C	-	P	C
7.02 Truck stop	ZP,SP,PO	23.8-292	-	-	-	-	-	-	-	-	-	C	-	C	C
7.03 Vehicle fuel station	ZP,SP,PO	23.8-293	-	-	-	-	-	-	-	-	C	P	C	C	C
7.04 Vehicle repair shop	ZP,SP,PO	23.8-294	-	-	-	-	-	-	-	-	C	P	-	C	C
7.05 Vehicle sales and rental	ZP,SP,PO	23.8-295	-	-	-	-	-	-	-	-	C	P	-	C	-
7.06 Vehicle service shop	ZP,SP,PO	23.8-296	-	-	-	-	-	-	-	-	C	P	-	C	C
7.07 Vehicle storage yard	ZP,SP,PO	23.8-297	-	-	-	-	-	-	-	-	-	-	-	C	C
8 General Sales															
8.01 Convenience retail sales	ZP,SP,PO	23.8-301	-	-	-	-	-	-	-	P	P	P	P	-	-
8.02 General retail sales	ZP,SP,PO	23.8-302	-	-	-	-	-	-	-	C	P	P	C	-	-
8.03 General retail sales, large format	ZP,SP,PO	23.8-303	-	-	-	-	-	-	-	-	-	P	-	-	-
8.04 Outdoor sales	ZP,SP,PO	23.8-304	-	-	-	-	-	-	-	C	C	P	-	C	-
9 General Services															
9.01 Administrative services	ZP,SP,PO	23.8-311	-	-	-	-	-	-	-	C	P	P	P	-	-
9.02 Adult-oriented establishment	ZP,SP,PO	23.8-312	-	-	-	-	-	-	-	-	-	P	-	-	-
9.03 Body-piercing establishment	ZP,SP,PO	23.8-313	-	-	-	-	-	-	-	C	P	P	P	-	-
9.04 Commercial kennel	ZP,SP,PO	23.8-314	-	C	-	-	-	-	-	-	C	P	P	C	-
9.05 Commercial stable	ZP,SP,PO	23.8-315	-	C	-	-	-	-	-	-	-	-	-	C	-
9.06 Equipment rental, large	ZP,SP,PO	23.8-316	-	-	-	-	-	-	-	-	-	C	-	P	C
9.07 Equipment rental, small	ZP,SP,PO	23.8-317	-	-	-	-	-	-	-	-	C	P	-	-	-
9.08 Financial services	ZP,SP,PO	23.8-318	-	-	-	-	-	-	-	P	P	P	P	-	-
9.09 Funeral home	ZP,SP,PO	23.8-319	-	-	-	-	-	-	-	C	P	P	P	-	-
9.10 General repair	ZP,SP,PO	23.8-320	-	-	-	-	-	-	-	C	P	P	P	C	-
9.11 General services	ZP,SP,PO	23.8-321	-	-	-	-	-	-	-	C	P	P	P	-	-
9.12 Health care clinic	ZP,SP,PO	23.8-322	-	-	-	-	-	-	-	C	P	P	P	-	-
9.13 Health care center	ZP,SP,PO	23.8-323	-	-	-	-	-	-	-	-	C	P	P	-	-
9.14 Instructional services	ZP,SP,PO	23.8-324	-	-	-	-	-	-	-	C	P	P	P	C	-
9.15 Landscape business	ZP,SP,PO	23.8-325	-	C	-	-	-	-	-	-	-	C	-	P	-
9.16 Professional services	ZP,SP,PO	23.8-326	-	-	-	-	-	-	-	P	P	P	P	-	-
9.17 Tattoo establishment	ZP,SP,PO	23.8-327	-	-	-	-	-	-	-	C	P	P	P	-	-
9.18 Veterinary clinic, general	ZP,SP,PO	23.8-328	C	C	-	-	-	-	-	-	-	C	-	C	-
9.19 Veterinary clinic, small animal	ZP,SP,PO	23.8-329	-	-	-	-	-	-	-	C	P	P	P	C	-
10 Recreation and Entertainment															
10.01 Driving range	ZP,SP,PO	23.8-341	-	C	-	-	-	-	-	-	-	C	-	C	-
10.02 Golf course	ZP,SP,PO	23.8-342	-	C	C	C	C	C	-	-	-	-	-	C	-
10.03 Indoor entertainment	ZP,SP,PO	23.8-343	-	-	-	-	-	-	-	-	P	P	P	-	-
10.04 Indoor recreation	ZP,SP,PO	23.8-344	-	-	-	-	-	-	-	-	P	P	P	-	-
10.05 Outdoor entertainment	ZP,SP,PO	23.8-345	-	-	-	-	-	-	-	-	C	P	-	C	-
10.06 Outdoor recreation	ZP,SP,PO	23.8-346	-	-	-	-	-	-	-	-	C	C	-	C	-
10.07 Outdoor shooting range	ZP,SP,PO	23.8-347	-	C	-	-	-	-	-	-	-	-	-	C	C
11 Government and Community Services															
11.01 Administrative government center	ZP,SP,PO	23.8-351	-	C	C	C	C	C	-	P	P	P	C	C	-
11.02 Animal shelter	ZP,SP,PO	23.8-352	-	C	-	-	-	-	-	-	-	C	-	P	C
11.03 Cemetery	ZP,SP,PO	23.8-353	C	C	C	C	C	C	-	C	C	C	-	-	-
11.04 Civic use facility	ZP,SP,PO	23.8-354	-	-	-	-	-	-	-	-	-	P	-	C	-
11.05 Community center	ZP,SP,PO	23.8-355	-	C	C	C	C	C	-	C	P	P	C	-	-
11.06 Community cultural facility	ZP,SP,PO	23.8-356	-	-	-	-	-	-	-	C	P	P	P	-	-
11.07 Community garden	ZP,SP,PO	23.8-357	C	P	P	P	P	P	-	P	P	P	P	P	-

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Exhibit 8-1 Land use matrix – continued

11 Government and Community Services - cont.	Review	Special Standards	Base Zoning District													
			A-1	A-2	R-1	R-2	R-3	R-4	R-8	B-1	B-2	B-3	M-1	I-1	I-2	
11.08 Correctional facility	ZP,SP,PO	23.8-358	-	C	-	-	-	-	-	-	-	-	-	P	C	
11.09 Educational facility, pre-K through 12	ZP,SP,PO	23.8-359	-	C	C	C	C	C	-	C	P	P	P	-	-	
11.10 Educational facility, post-secondary	ZP,SP,PO	23.8-360	-	-	-	-	-	-	-	C	P	P	P	C	-	
11.11 Maintenance garage	ZP,SP,PO	23.8-361	-	C	C	-	-	-	-	-	-	C	-	P	C	
11.12 Park	ZP,SP,PO	23.8-362	-	P	P	P	P	P	P	P	P	P	P	P	P	
11.13 Public safety facility	ZP,SP,PO	23.8-363	-	C	C	C	C	C	-	P	P	P	P	P	C	
11.14 Recreation trail	SP, PO	23.8-364	C	P	P	P	P	P	P	P	P	P	P	P	P	
11.15 Unspecified public use	ZP,SP,PO	23.8-365	-	C	C	C	C	C	C	C	C	C	C	C	C	
11.16 Worship facility	ZP,SP,PO	23.8-366	C	C	C	C	P	P	-	P	P	P	P	C	-	
12 Telecommunications and Utilities [7]																
12.01 Commercial solar energy system	ZP,SP,PO	23.8-371	C	C	C	C	C	C	C	C	C	C	C	C	C	
12.02 Stormwater management facility	ZP,SP,PO	23.8-372	C	P	P	P	P	P	P	P	P	P	P	P	P	
12.03 Telecommunication facility, concealed	ZP	23.8-373	P	P	P	P	P	P	P	P	P	P	P	P	P	
12.04 Telecommunication facility, unconcealed	ZP	23.8-374	P	P	P	P	P	P	P	P	P	P	P	P	P	
12.05 Utility installation, major	ZP,SP,PO	23.8-375	C	C	C	C	C	C	C	C	C	C	C	P	P	
12.06 Utility installation, minor	ZP,SP,PO	23.8-376	P	P	P	P	P	P	P	P	P	P	P	P	P	
12.07 Utility maintenance yard	ZP,SP,PO	23.8-377	C	C	-	-	-	-	-	-	-	-	-	P	P	
12.08 Wind energy system, large	-	23.8-378	P	P	P	P	P	P	P	P	P	P	P	P	P	
12.09 Wind energy system, small	ZP,SP,PO	23.8-379	P	P	P	P	P	P	P	P	P	P	P	P	P	
13 Transportation																
13.01 Airport	ZP,SP,PO	23.8-381	-	C	C	C	-	-	-	-	-	-	-	P	P	
13.02 Bus storage facility	ZP,SP,PO	23.8-382	-	C	-	-	-	-	-	-	C	C	C	P	P	
13.03 Marina	ZP,SP,PO	23.8-383	-	C	C	C	C	C	C	C	C	C	C	C	C	
13.04 Mass transit terminal	ZP,SP,PO	23.8-384	-	-	-	-	-	-	-	-	P	P	P	C	-	
13.05 Off-site parking lot	ZP,SP,PO	23.8-385	-	-	-	-	-	-	-	C	P	P	P	C	-	
13.06 Parking structure	ZP,SP	23.8-386	-	-	-	-	-	-	-	-	-	P	P	C	-	
13.07 Park-and-ride lot	ZP,SP	23.8-387	-	C	C	C	C	C	-	C	P	P	C	C	C	
13.08 Railroad line	ZP, BP, SP PO	23.8-388	C	P	P	P	P	P	P	P	P	P	P	P	P	
13.09 Street	-	23.8-389	P	P	P	P	P	P	P	P	P	P	P	P	P	
14 General Storage																
14.01 Bulk fuel storage	ZP,SP,PO	23.8-401	-	-	-	-	-	-	-	-	-	-	-	P	P	
14.02 Personal storage facility	ZP,SP,PO	23.8-402	-	C	-	-	-	-	-	-	-	C	-	P	C	
14.03 Truck terminal	ZP,SP,PO	23.8-403	-	-	-	-	-	-	-	-	-	-	-	P	P	
14.04 Warehouse	ZP,SP,PO	23.8-404	-	-	-	-	-	-	-	-	-	-	-	P	P	
15 Industrial Uses																
15.01 Artisan shop	ZP,SP,PO	23.8-411	-	C	-	-	-	-	-	C	C	P	P	P	C	
15.02 Batchling plant associated with a nonmetallic mine [21]	ZP,SP,PO	23.4-412	C	C	-	-	-	-	-	-	-	-	-	C	C	
15.03 Biofuels production plant	ZP,SP,PO	23.8-413	C	C	-	-	-	-	-	-	-	-	-	-	C	
15.04 Construction equipment repair	ZP,SP,PO	23.8-414	-	-	-	-	-	-	-	-	-	C	-	P	P	
15.05 Construction equipment sales and service	ZP,SP,PO	23.4-415	-	-	-	-	-	-	-	-	-	C	-	P	P	
15.06 Contractor yard	ZP,SP,PO	23.8-416	-	-	-	-	-	-	-	-	-	-	-	P	C	
15.07 Industrial, heavy	ZP,SP,PO	23.8-417	-	-	-	-	-	-	-	-	-	-	-	-	P	
15.08 Industrial, light	ZP,SP,PO	23.8-418	-	-	-	-	-	-	-	-	-	-	-	P	P	
15.09 Nonmetallic mine	ZP,SP,PO	23.8-419	C	C	-	-	-	-	-	-	-	-	-	C	C	
15.10 Salvage yard	ZP,SP,PO	23.8-420	-	-	-	-	-	-	-	-	-	-	-	-	C	

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Exhibit 8-1 Land use matrix – continued

16 Solid Waste	Review	Special Standards	Base Zoning District												
			A-1	A-2	R-1	R-2	R-3	R-4	R-8	B-1	B-2	B-3	M-1	I-1	I-2
16.01 Composting facility	ZP,SP,PO	23.8-431	P	P	-	-	-	-	-	-	-	-	-	P	P
16.02 Recycling center	ZP,SP,PO	23.8-432	-	-	-	-	-	-	-	-	-	-	-	P	P
16.03 Solid waste landfill	ZP,SP,PO	23.8-433	-	C	-	-	-	-	-	-	-	-	-	C	C
16.04 Solid waste transfer station	ZP,SP,PO	23.8-434	-	C	-	-	-	-	-	-	-	-	-	P	P
17 Accessory Uses															
17.01 Adult family home [9]	ZP	23.8-441	P	P	P	P	P	P	P	P	P	P	P	-	-
17.02 Amateur radio antenna [8]	-	23.8-442	P	P	P	P	P	P	P	P	P	P	P	-	-
17.03 Automated teller machine	ZP	23.8-443	-	-	-	-	-	-	-	P	P	P	P	-	-
17.04 Backyard chickens	-	23.8-444	P	P	P	P	P	-	P	-	-	-	-	P	P
17.05 Bed and breakfast [8]	ZP,SP,PO	23.8-445	C	C	C	C	C	-	-	P	P	-	P	-	-
17.06 Boat dock	-	23.8-446	P	P	P	P	P	P	P	P	P	P	P	P	P
17.07 Boathouse [8][24]	ZP	23.8-447	P	P	P	P	P	P	-	-	-	-	-	-	-
17.08 Boathouse, off-site [24]	ZP	23.8-448	-	-	P	P	-	-	-	-	-	-	-	-	-
17.09 Commercial truck parking [8]	-	23.8-449	P	P	P	P	P	P	P	P	P	P	P	P	P
17.10 Deck [23]	ZP	23.8-450	P	P	P	P	P	P	P	P	P	P	P	P	P
17.11 Exterior communication device [8]	-	23.8-451	P	P	P	P	P	P	P	P	P	P	P	P	P
17.12 Family day care home [8]	ZP	23.8-452	P	P	P	P	P	P	P	P	P	P	P	-	-
17.12 Farm building storage	ZP	23.8-453	P	C	-	-	-	-	-	-	-	-	-	-	-
17.14 Farm residence [20]	ZP	23.8-454	P	P	-	-	-	-	-	-	-	-	-	-	-
17.15 Farmstead retail outlet	ZP,SP,PO	23.8-455	C	C	-	-	-	-	-	-	-	-	-	-	-
17.16 Fence	ZP	23.8-456	P	P	P	P	P	P	P	P	P	P	P	P	P
17.17 Foster home and treatment foster home [8]	ZP	23.8-457	P	P	P	P	P	P	P	P	P	P	P	-	-
17.18 Garage, shed, nonresidential [10]	ZP	23.8-458	-	-	-	-	-	-	-	P	P	P	P	P	P
17.19 Garage, shed, off-site residential	ZP	23.8-459	-	-	P	P	-	-	-	-	-	-	-	-	-
17.20 Garage, residential [8,22]	ZP	23.8-460	P	P	P	P	P	P	P	P	P	P	P	-	-
17.21 Garden	-	23.8-461	P	P	P	P	P	P	P	P	P	P	P	P	P
17.22 Gazebo [23]	ZP	23.8-462	P	P	P	P	P	P	P	P	P	P	P	P	-
17.23 Greenhouse [8,13]	ZP	23.8-463	P	P	P	P	P	P	P	-	-	-	-	-	-
17.24 Hellpad [11, 12]	ZP,SP,PO	23.8-464	-	-	-	-	-	-	-	-	-	-	-	-	-
17.25 Home occupation, major [8]	ZP,SP,PO	23.8-465	-	C	C	C	C	C	-	C	C	C	C	-	-
17.26 Home occupation, minor [8]	ZP	23.8-466	P	P	P	P	P	P	P	P	P	P	P	-	-
17.27 Hot tub [8]	-	23.8-467	P	P	P	P	P	P	P	P	P	P	P	-	-
17.28 Household livestock, 2.5 acres or more but less than 5 acres [8]	ZP	23.8-468	P	C	C	-	-	-	-	-	-	-	-	-	-
17.29 Household livestock, 5 acres or more [8]	ZP	23.8-468	P	P	C	-	-	-	-	-	-	-	-	-	-
17.30 Indoor sales incidental to light industrial use	ZP	23.8-469	-	-	-	-	-	-	-	-	-	-	-	C	-
17.31 Kennel, hobby [8]	ZP,SP,PO	23.8-470	C	C	C	C	C	C	C	C	C	C	C	-	-
17.32 Kennel, private [8]	-	23.8-471	P	P	P	P	P	P	P	P	P	P	P	-	-
17.33 Lean-to	ZP	23.8-472	P	P	P	P	P	P	P	P	P	P	P	P	P
17.34 Light Industrial use incidental to indoor sales	ZP,SP,PO	23.8-473	-	-	-	-	-	-	-	-	-	-	-	C	-
17.35 Mother-in-law suite [8, 23]	ZP	23.8-474	P	P	P	P	P	-	-	-	-	-	-	-	-
17.36 Outdoor display incidental to indoor sales	ZP,SP,PO	23.8-475	-	-	-	-	-	-	-	-	C	C	C	-	-
17.37 Outdoor food and beverage service	ZP,SP,PO	23.8-476	-	-	-	-	-	-	-	C	C	C	C	-	-
17.38 Outdoor furnace	ZP	23.8-477	P	P	P	P	P	P	P	P	P	P	P	P	P
17.39 Parking lot (on-site)	ZP	23.8-478	P	P	P	P	P	P	P	P	P	P	P	P	P
17.40 Patio [25]	-	23.8-479	P	P	P	P	P	P	P	P	P	P	P	P	P
17.41 Pergola [23]	ZP	23.8-480	P	P	P	P	P	P	P	P	P	P	P	P	P
17.42 Play structure [8]	-	23.8-481	P	P	P	P	P	P	P	P	P	P	P	P	-
17.43 Pond	ZP,SP	23.8-482	P	P	C	C	C	C	C	P	P	P	P	P	P
17.44 Private reception venue	ZP	23.8-483	-	P	-	-	-	-	-	-	-	-	-	-	-
17.45 Rural accessory building [8]	ZP	23.8-484	P	P	P	P	P	P	P	-	-	-	-	-	-

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Exhibit 8-1 Land use matrix – continued

17 Accessory Uses – continued	Review	Special Standards	Base Zoning District												
			A-1	A-2	R-1	R-2	R-3	R-4	R-8	B-1	B-2	B-3	M-1	I-1	I-2
17.46 Service window, drive-up	ZP,SP	23.8-485	-	-	-	-	-	-	-	C	C	C	C	-	-
17.47 Service window, walk-up	ZP,SP	23.8-486	-	-	-	-	-	-	-	C	C	C	C	-	-
17.48 Residential solar energy system, building-mounted	-	23.8-487	P	P	P	P	P	P	P	P	P	P	P	P	P
17.49 Residential solar energy system, free-standing	ZP	23.8-488	P	P	P	P	P	P	P	P	P	P	P	P	P
17.50 Storage container, 1 or 2 units	ZP	23.8-489	-	-	-	-	-	-	-	P	P	P	-	P	P
17.51 Storage container, 3 or more units	ZP,SP	23.8-489	-	-	-	-	-	-	-	C	C	C	-	C	C
17.52 Swimming pool	ZP	23.8-490	P	P	P	P	P	P	P	P	P	P	P	-	-
17.53 Temporary shelter [10]	ZP,SP,PO	23.8-491	-	-	-	-	-	-	-	C	C	C	C	-	-
17.54 Utility cabinet	-	23.8-492	P	P	P	P	P	P	P	P	P	P	P	P	P
17.55 Yard shed [13][24][25]	-	23.8-493	P	P	P	P	P	P	P	P	P	P	P	P	P
18 Temporary Uses															
18.01 Agricultural product sales, off-site	-	23.8-501	-	P	P	-	-	-	-	P	P	P	P	P	P
18.02 Agricultural product sales, on-site	-	23.8-502	P	P	P	P	P	P	P	P	P	P	P	P	P
18.03 Earth materials stockpile, off-site [14]	ZP,SP,PO	23.8-503	-	C	-	-	-	-	-	-	-	-	-	C	C
18.03 Earth materials stockpile, on-site [15]	-	23.8-503	-	P	P	P	P	P	P	P	P	P	P	P	P
18.04 Farmers market [16]	TU,SP,PO	23.8-504	P	P	P	-	-	-	-	C	P	P	P	C	-
18.05 General outdoor sales	TU,SP,PO	23.8-505	-	-	-	-	-	-	-	-	C	P	-	C	-
18.06 Model home	ZP	23.8-506	-	-	P	P	P	P	-	-	-	-	-	-	-
18.07 Off-site construction yard	SP,PO	23.8-507	-	C	C	C	C	C	C	C	C	C	C	C	C
18.08 On-site construction office [17]	-	23.8-508	-	-	P	P	P	P	-	-	P	P	P	P	P
18.09 On-site construction yard [17]	-	23.8-509	-	-	P	P	P	P	-	-	P	P	P	P	P
18.10 Portable storage container	-	23.8-510	-	P	P	P	P	P	P	P	P	P	P	P	P
18.11 Re-locatable building [18]	ZP,SP,PO	23.8-511	-	-	-	-	-	-	-	C	C	C	C	-	-
18.12 Seasonal product sales	-	23.8-512	C	P	P	-	-	-	-	P	P	P	P	P	P
18.13 Snow disposal site	ZP,SP,PO	23.8-513	C	C	-	-	-	-	-	C	C	C	C	C	C
18.14 Special event	TU,SP,PO	23.8-514	-	P	P	P	-	-	-	P	P	P	P	P	-
18.15 Special event of regional significance	TU,SP,PO	23.8-515	-	C	C	C	-	-	-	C	C	C	C	C	-
18.16 Special event of regional significance - camping	TU	23.8-516	-	P	P	P	P	P	-	P	P	P	P	P	P
18.17 Special event of reg. significance - concessions	TU	23.8-517	-	P	P	P	P	P	-	P	P	P	P	P	P
18.18 Special event of regional significance - parking	TU	23.8-518	-	P	P	P	P	P	-	P	P	P	P	P	P
18.19 Wind test tower	-	23.8-519	P	P	P	P	P	P	P	P	P	P	P	P	P
18.20 Yard sale [19]	-	23.8-520	P	P	P	P	P	P	P	P	P	P	P	-	-

Zoning Districts:

A-1 Agribusiness; A-2 General agriculture; R-1 Rural residential; R-2 Suburban residential; R-3 Two-family residential; R-4 Multi-family residential; R-8 Manufactured/mobile home community; B-1 Local service; B-2 Community business; B-3 General business; M-1 Mixed use; I-1 Light industrial; I-2 Heavy industrial

Table Key:

A "P" indicates that the use is permitted in the zoning district by right, provided that all other provisions of this chapter are met. These uses generally do not undergo public review, but are reviewed at the administrative level to ensure compliance.

A "C" indicates that the use is permitted in the zoning district as a conditional use provided that all other provisions of this chapter are met.

A "-" indicates that the use is not permitted in the zoning district.

"ZP" indicates zoning permit; "SP" indicates site plan; "PO" indicates plan of operation; "TU" indicates temporary use permit

Notes:

1. In the A-1 zoning district, a single-family dwelling may be located on a parcel not constituting a farm or on a parcel of land created after April 29, 2012.
2. See s. 23.8-47 for special provisions that may apply.
3. See s. 23.8-48 for special provisions that may apply.
4. A family day care home (4-8 children) is an accessory use and is therefore listed in Series 17.
5. This use may be an accessory use when associated with a worship facility, community center, and the like.
6. A bed and breakfast is an accessory use and is therefore listed in Series 17.
7. An amateur radio station is an accessory use and is therefore listed in Series 17.
8. This use may only occur with a principal residential use.
9. This use may only occur with a principal residential use or with a group day care center.
10. In addition to the zoning districts listed, this use may occur with a governmental or institutional use as a conditional use. This use may also be a principal use; see series 1 through 16.
11. In addition to the zoning districts listed, this use may occur with a governmental or institutional use (e.g., school or church) as a permitted use.
12. This use may only occur with a health care center as a conditional use.
13. A zoning permit is not required for this use if less than 8 feet in height and occupies a horizontal area of not more than 100 square feet.
14. Earth materials are obtained in whole or in part from another location.
15. Earth materials are obtained on the parcel as part of the land development process.
16. In addition to the zoning districts listed, this use may occur with a public park as a permitted use or with a governmental or institutional use (e.g., church, library or school) as a conditional use.
17. When this use is in place for more than 365 days, it is considered a conditional use.
18. This use may only occur with a governmental or institutional use (e.g., church, library, or school) as a conditional use.
19. This use may only occur with a principal residential use or with a governmental or institutional use (e.g., church, library, or school).
20. In the A-1 zoning district, no more than one farm residence may be located on a base farm tract as designated by the Board of Supervisors by resolution.
21. A batching plant when not associated with an approved nonmetallic mine is classified as heavy industrial (See 15.07).
22. See s. 23.8-45(d).
23. This structure shall be considered an accessory structure even though principal building setbacks may apply.
24. These structures do not count towards the maximum number of detached accessory buildings or towards the maximum accessory area allowed in the zoning district.
25. Structures located within a shoreland area which have impervious surface requirements require a zoning permit.

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
RESOLUTION NO. 2025-3**

**RESOLUTION DECLARING OFFICIAL INTENT
TO REIMBURSE EXPENDITURES
FROM PROCEEDS OF BORROWING**

WHEREAS, the Town of Algoma, Winnebago County, Wisconsin (the "Issuer") plans to construct a storm water pond off of Leonard Point Road (the "Project");

WHEREAS, the Issuer expects to finance the Project on a long-term basis by issuing tax-exempt bonds or other tax-exempt obligations (collectively, the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Project, the Issuer must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the Town Board (the "Governing Body") of the Issuer deems it to be necessary, desirable, and in the best interests of the Issuer to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section 1. Expenditure of Funds. The Issuer shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$2,000,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the Issuer's Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Enacted on the 15th day of October 2025.

Joel Rasmussen, Chairperson
Town of Algoma Board

ATTEST:

Katherine Reinbold, Clerk/Treasurer
Town of Algoma

**TOWN OF ALGOMA
WINNEBAGO COUNTY, WISCONSIN
RESOLUTION NO. 2025-4**

**RESOLUTION DECLARING OFFICIAL INTENT
TO REIMBURSE EXPENDITURES
FROM PROCEEDS OF BORROWING**

WHEREAS, the Town of Algoma, Winnebago County, Wisconsin (the "Issuer") plans to reconstruct Leonard Point Road from Highland Shore Lane to STH 21 (the "Project");

WHEREAS, the Issuer expects to finance the Project on a long-term basis by issuing tax-exempt bonds or other tax-exempt obligations (collectively, the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Project, the Issuer must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the Town Board (the "Governing Body") of the Issuer deems it to be necessary, desirable, and in the best interests of the Issuer to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section 1. Expenditure of Funds. The Issuer shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$4,000,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the Issuer's Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Enacted on the 15th day of October 2025.

Joel Rasmussen, Chairperson
Town of Algoma Board

ATTEST:

Katherine Reinbold, Clerk/Treasurer
Town of Algoma



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Katie Reinbold, Clerk/Treasurer

Date: October 17, 2025

RE: Ordinance 2025-05, An Ordinance Repealing Chapter 59 of the Code of Ordinances for the Town of Algoma Relating to Municipal Building Rental and Considering New Policies relating to Municipal Building Rental.

SUMMARY:

As mentioned at the April 16, 2025, meeting, the town has a policy, ordinance, and agreement for the rental of the town hall. With the temporary suspension, there are no more rentals for 2025. It is now safe to repeal the ordinance to make way for the new policy. It is recommended to not have an ordinance as that makes it harder for updates. With the repeal, it will open to present the new policy that can be in place for January 1, 2026.

RECOMMENDED ACTION: Staff recommend repeal of the current ordinance which is effective immediately. Should the Board agree, the following motion may be made:

“Motion to approve Ordinance No. 2025-05 An Ordinance Repealing Chapter 59 of the Code of Ordinances for the Town of Algoma Relating to Municipal Building Rental.”

ATTACHMENTS:

1. Ordinance No. 2025-05
 2. Ch. 59 Municipal Building Rental (current code)
-

SUMMARY:

The draft policies for hall rentals to replace the ordinance and the current policy are complete. There is a policy for private individuals and a policy for fee exempt organizations. These are ready for the 2026 rental year. We still need to get the contact phone number, but that is a separate item from the policy that we will still have time to resolve. With the IT services change, we will hopefully get that taken care of sooner rather than later.

RECOMMENDED ACTION: Staff recommend approval of the new policies which are effective immediately. Should the Board agree, the following motion may be made:

“Motion to approve Municipal Facility Rental Policy for Private Individuals and Municipal Facility Rental Policy for Fee Exempt Organizations effective for the 2026 rental year.”

ATTACHMENTS:

1. Municipal Facility Rental Policy for Private Individuals
 2. Municipal Facility Rental Policy for Fee Exempt Organizations
-

ORDINANCE NO. 2025 – 05

**AN ORDINANCE REPEALING CHAPTER 59 OF THE CODE OF ORDINANCES FOR THE TOWN
OF ALGOMA, RELATING TO MUNICIPAL BUILDING RENTAL**

The Town Board of the Town of Algoma ordains as follows:

1. That Chapter 59 of the Municipal Code of the Town of Algoma relating to municipal building rental be, and hereby is, repealed.
2. That the effective date for the ordinance is _____.
3. That this ordinance shall be posted and/or published, as provided by law.

Adopted by the Town Board of Algoma, Winnebago County, Wisconsin, on this ____ day of _____, 2025.

Joel Rasmussen, Town Chair

ATTEST:

Katherine Reinbold
Municipal Clerk/Treasurer

Chapter 59 Municipal Building Rental

- § 59-1. Purpose.**
- § 59-2. Allowable users.**
- § 59-3. Available hours; setup and cleanup times.**
- § 59-4. Reservations and cancellation of reservations by Town.**
- § 59-5. Cancellation by renter.**
- § 59-6. Deposit.**
- § 59-7. Intoxicating liquor, beer and wine.**
- § 59-8. Maintenance.**
- § 59-9. Size of group.**
- § 59-10. Responsibility for keys.**
- § 59-11. Decorating.**
- § 59-12. Tables and chairs.**
- § 59-13. Outside of building and grounds.**
- § 59-14. Smoking.**
- § 59-15. Delegation of authority**

[HISTORY: Adopted by the Town Board of the Town of Algoma 7-20-2005 by Ord. No. 120. Amendments noted where applicable.]

GENERAL REFERENCES

Boards, commissions and committees — See Ch. 9.

Town Board — See Ch. 90.

§ 59-1. Purpose.

Portions of the Town of Algoma Municipal Building (Town Hall) will be made available, with Town Board approval, for occasional use to the following persons or entities at the times and on the terms set forth below.

§ 59-2. Allowable users.

The Town Hall meeting room, kitchen, bathrooms, and grounds can be made available to the following:

- A. Town residents and owners of an interest in fee simple in real estate (taxpayers) within the Town for showers, picnics, and other social gatherings.
- B. Recognized, permanently organized groups, whether civic or noncivic, profit or nonprofit, when sponsored by a resident or a person owning an interest in fee simple in real estate

within the Town. The sponsor shall be in attendance at all times and shall be responsible for all damages to the premises and compliance with all terms of this chapter.

- C. Governmental agencies, such as Planning Commissions, Fire Departments, and other organizations relating to government.

§ 59-3. Available hours; setup and cleanup times.

- A. The Town Hall can be made available between the hours of 9:00 a.m. and 11:00 p.m. CST or, when in effect, CDT for such periods of time as the Town Board deems appropriate.

§ 59-3

ALGOMA CODE

§ 59-11

- B. Providing the Town Hall is not being used for other purposes, persons renting it may set up earlier in the day or the previous day and may stay after the event to clean up. Such additional use is in the discretion of the Town Board and must be arranged at the time of application.

§ 59-4. Reservations and cancellation of reservations by Town.

Persons wishing to use the Town Hall must submit a written request to the Town Clerk by completing request forms furnished by the Clerk no earlier than six months prior to the date requested and no later than the adjournment of the regular Town Board meeting immediately preceding the date requested. The Town Board, Town Chair, or Town Clerk may at any time and without notice cancel, limit, or otherwise modify any permission for use previously granted as is deemed necessary to accommodate business of the Town or any entity thereof.

§ 59-5. Cancellation by renter.¹

Cancellation by the applicant of an approved reservation 15 days or less prior to the rental date forfeits the entire fee.

§ 59-6. Deposit.

The rental rate and required damage deposit shall be determined from time to time by Town Board resolution.

§ 59-7. Intoxicating liquor, beer and wine.²

No intoxicating liquor is allowed on the premises. Beer and wine may be served without charge but shall not be sold. No beer or wine may be served to minors or in any other manner contrary to law.

§ 59-8. Maintenance.

The Town Hall and grounds must be left in the same orderly condition in which they were found. The refrigerator, stove and sink may be used. Perishable items of any kind must be removed from the refrigerator. The stove and oven must be turned off at the end of the rental. Garbage must be removed from the premises.

§ 59-9. Size of group.

The capacity of the large meeting room per fire codes is no more than 162 persons. Outdoor events may exceed this number. Please note: The firefighters' room, the Town Board meeting room, and

administrative offices are not open as part of a public rental. The chairs and tables in those rooms are not included in rental. See § 59-12 for chair and table information.

§ 59-10. Responsibility for keys.

The applicant shall contact the Town Clerk the week prior to the function to make arrangement to pick up the keys. The keys may not be picked up earlier than one day before the function and must be returned by the first business day following the function. Failure to do so may result in loss of deposit refund.

1. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).

2. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).

§ 59-11. Decorating.

Simple decorating may be done as long as no nails or items are permanently fastened to the structure. Decorations need to be removed from the premises immediately following the event.

§ 59-12. Tables and chairs.

There are 10 large tables that each seat 10 people and 100 chairs available for use. They must be put back in the same arrangement they were found when the event is over. A sketch is on the bulletin board in the large meeting room. Noncompliance with this may result in loss of refund.

§ 59-13. Outside of building and grounds.

During the warmer months, the outside grounds are available for use in conjunction with the inside of the building. The grounds must be left in neat condition, i.e., paper, cups, etc., picked up. Tables and chairs must not be removed from the building.

§ 59-14. Smoking.

Absolutely no smoking is allowed within the Municipal Building. Smoking is allowed on the grounds outside the building only.³

§ 59-15. Delegation of authority.

The Town Board may from time to time delegate authority to administer this chapter to the Town Clerk or other Town official or employee.

3. Editor's Note: Original Section 14 (of Ord. No. 120), Heat, which immediately followed this section, was repealed at time of adoption of Code (see Ch. 1, General Provisions, Art. II).

THIS PAGE IS TO BE COMPLETED BY OFFICE STAFF

Municipal Facility Rental Policy for Private Individuals

PURPOSE

The purpose of this policy is to establish guidelines for the use and rental of the Town Hall to ensure the facility is used in a safe, respectful, and equitable manner while preserving the building for long-term community use. The Town of Algoma Municipal Building is a great place to host a party, reunion, reception, shower, or meeting. Fundraising events are strictly prohibited. The Town Hall offers a large open room (99-person capacity), a kitchenette with a refrigerator, stove, microwave, and sink, and a public outdoor children's playground with a large public park.

HOURS

The Town Hall is available to the renter from 6:00 A.M. TO 10:00 P.M. for Saturday and Sunday rentals (holiday weekends are not rentable). All set-up, takedown, and clean-up must occur during these hours. Rental times are not extendable.

RESERVATIONS & CANCELLATIONS

RESERVATIONS

Dates are reserved on a first-come, first-served basis and can be reserved no more than six (6) months in advance. A complete, signed Reservation Application plus payment in full (rental fee + security deposit) are required to hold a reservation.

CANCELLATIONS

A cancellation requested at least 15 days before the scheduled event will result in a full refund of the rental fee and security deposit. Cancellations made less than 15 days before the scheduled event will result in a forfeiture of the rental fee. Any fees paid for using the online portal are non-refundable.

RIGHT OF REFUSAL

The Town reserves the right to deny or cancel rentals for reasons including, but not limited to:

- ✓ Conflict with official government use
- ✓ Failure to comply with policy guidelines
- ✓ Inappropriate or unlawful intended use
- ✓ Safety or security concerns
- ✓ Fundraising events for candidates
- ✓ Any event where money is being exchanged

SECURITY DEPOSIT

A security deposit payment is required at the time of reservation. The deposit will be returned to the payer within 45 days of the scheduled event pending inspection. Town Staff will inspect the premises after the conclusion of the event and notify renters if any deductions were necessary to cover the cost of clean-up, a lost key, or repairs as agreed upon under the conditions of the Municipal Facility Rental Rules. If cleaning services or damages exceed the deposit amount, the Town of Algoma reserves the right to recover the costs from the renter. Lost keys and/or open/unlocked doors will result in an automatic forfeiture of the security deposit.

KEYS

Keys must be picked up from the Town Hall by 4:30 p.m. the Thursday before a scheduled reservation. If alternate arrangements for pick-up are needed, please coordinate with Town staff. Return keys to the Town Hall by placing them in the Town Hall dropbox (located near the building entrance) after an event.

BUILDING INFORMATION THE TOWN PROVIDES:

- ✓ An indoor meeting room with a capacity of 99 people.
- ✓ Up to 15 large (8-foot) tables (seats 8-10) and up to 8 smaller (6-foot) tables (seats 6-8) plus enough chairs for room capacity.
- ✓ Kitchen and use of its refrigerator, microwave, stove, and sink.
- ✓ Easels (by request only)

THE RENTER PROVIDES:

- ✓ All utensils, serving dishes, and food.
- ✓ Garbage bags. (13 gallon and 36 gallon)
- ✓ AV Equipment.
- ✓ Grill (outside only)
- ✓ Decorations.
- ✓ Yard and lawn games.

MUNICIPAL FACILITY RENTAL RULES

ADULT BEVERAGES

Beer and wine may be served at events; liquor is not allowed. Alcohol sales are prohibited, and no one under 21 may consume alcohol on Town Hall property.

GENERAL GUIDELINES

- ✓ Carry-In & Carry-Out: The renter is responsible for appropriately removing all garbage, recycling, food, and personal items from Town Hall property.
- ✓ Complete the End-of-Event Requirements (posted in the meeting room and kitchen) before departing the facility.
- ✓ The person or organization named on the reservation is responsible for damage to the facility and for any excessive cleaning required after the event.
- ✓ The Town of Algoma is not responsible for lost or stolen articles.

PROHIBITED ITEMS & ACTIVITIES

- ! No smoking or vaping inside the building (all debris from outside smoking must be disposed of appropriately).
- ! No illegal activities.
- ! No vehicles driving or parking on grassy areas.
- ! No fires.
- ! No animals or pets.
- ! No decorations can be attached to the walls, ceilings, or light fixtures.
- ! No glitter or confetti.
- ! No bounce houses or similar inflatable-type structures (including, but not limited to, ball pits, slides, or obstacle courses).
- ! No moving Town owned tables and chairs outside of building.

END-OF-EVENT REQUIREMENTS

Please leave the Town Hall in the same condition it was at the beginning of the reservation and suitable for immediate use.

Municipal Building Reservation Application for Private Individuals

SATURDAY & SUNDAY RENTALS (NO HOLIDAY WEEKENDS)

BUILDING RENTAL FEE	SECURITY DEPOSIT	TOTAL FOR RESERVATION
\$250.00	\$200.00	\$450.00

Remit checks to the Town of Algoma

RENTER INFORMATION

 Denotes a required field

 Renter (Organization or Individual Name)

 Street Address

 City

 State

 Zip Code

CONTACT INFORMATION

Contact Person (if different than the renter)

 Phone Number

E-mail Address (for key pick-up reminder)

EVENT INFORMATION

 Type of Event

 Date(s) of Event

SECURITY DEPOSIT

The security deposit will be refunded if no excessive cleaning or repair services are required following the event. If damages or cleaning services exceed the deposit amount, the Town reserves the right to recover the costs from the renter.

☐ The person paying the deposit is DIFFERENT than the renter; the payer information is entered below*:

* The security deposit will be returned via a mailed check, to the payer.

Payer Name

Street Address

City

State

Zip Code

SIGNATURE

I agree to indemnify and hold the Town of Algoma, its employees, officials, and agents, harmless from all liability from claims of bodily injury, property damage, or any other nature originating from the use of the Town Hall. I have read the Facility Rental Policy and agree to abide by them. I understand it is at the discretion of the Town of Algoma to approve or deny any special requests and that these requests may be subject to a change in the rental fee and the security deposit.

 Renter Signature

 Date

THIS PAGE IS TO BE COMPLETED BY OFFICE STAFF

PAYMENT RECEIPT

	+		=			
Rental Fee		Security Deposit		Total Received	Check/Confirmation Number	Date Received

RESERVATION CONFIRMATION

Added to the calendar on:		By:	
	Date		Initials
Key pick-up scheduled for:		Key assigned:	
	Date	Key Number	Key returned:
			Retrieval Date

EVENT CHECK-OUT

☐ Doors were securely closed and locked.	☐ All lights were off (the hall, hallways, kitchen, and bathrooms).
☐ Refuse has been removed from Town Hall property.	☐ Decorations, food, and personal items were all removed.
☐ There was no excessive debris or spills on the floors to clean.	☐ No excessive cleaning of surfaces was required.
☐ Tables and chairs were clean and put away.	☐ The outdoor area was clean.

COMMENTS:

CHECKED ON BY:

Signature	Date
☐ Return "Authorized Personnel Only" Sign to Its Place	☐ Checked basics only (cleaning left for cleaning crew)

SECURITY DEPOSIT RETURN

	-		=			
Original Deposit		Amount Withheld		Amount Returned	Check Number	Date Mailed

Municipal Facility Rental Policy for Fee Exempt Organizations

PURPOSE

The purpose of this policy is to establish guidelines for the use and rental of the Town Hall to ensure the facility is used in a safe, respectful, and equitable manner while preserving the building for long-term community use. The Town of Algoma Municipal Building is a great place to host a meeting or function. The Town Hall offers a large open room (99-person capacity), a kitchenette with a refrigerator, stove, microwave, and sink. Governmental, permanently organized groups, whether civic or non-civic, profit or non-profit, are welcome to use the Town Hall for meetings or functions during Town Hall business hours at no charge. They may rent outside of those hours, but we will require a refundable security deposit and key pick up. Fundraising events are strictly prohibited.

HOURS

Please check with staff for availability. All set-up, takedown, and clean-up must occur during these hours. Rental times are not extendable.

Typical hours of availability are as follows:

During business hours: Monday – Thursday 9:00 A.M. TO 5:00 P.M, Friday 9:00 A.M. to 1:00 P.M.

Outside of business hours Monday – Thursday 5:00 P.M. to 8:00 PM, Friday 1:00 P.M. to 8:00 P.M.

Weekends from 6:00 A.M. TO 10:00 P.M. for Saturday and Sunday rentals (holiday weekends are not rentable).

RESERVATIONS & CANCELLATIONS

RESERVATIONS

Dates are reserved on a first-come, first-served basis. Town of Algoma and paid events will preempt any fee exempt event. A reservation can be made no more than two (2) months in advance. A complete, signed Reservation Application plus applicable payment in full are required to hold a reservation.

CANCELLATIONS

Cancellations will result in a full refund of the security deposit. Any fees paid for using the online portal are non-refundable.

RIGHT OF REFUSAL

The Town reserves the right to deny or cancel rentals for reasons including, but not limited to:

- ✓ Conflict with official government use
- ✓ Failure to comply with policy guidelines
- ✓ Inappropriate or unlawful intended use
- ✓ Safety or security concerns
- ✓ Fundraising events for candidates
- ✓ Any event where money is being exchanged

SECURITY DEPOSIT (WHEN APPLICABLE)

A security deposit payment is required at the time of reservation. The deposit will be returned to the payer within 45 days of the scheduled event pending inspection. Town Staff will inspect the premises after the conclusion of the event and notify renters if any deductions were necessary to cover the cost of clean-up, a lost key, or repairs as agreed upon under the conditions of the Municipal Facility Rental Rules. If cleaning services or damages exceed the deposit amount, the Town of Algoma reserves the right to recover the costs from the renter. Lost keys and/or open/unlocked doors will result in an automatic forfeiture of the security deposit.

KEYS (WHEN APPLICABLE)

Keys must be picked up from the Town Hall by 4:30 p.m. the Thursday before a scheduled reservation. If alternate arrangements for pick-up are needed, please coordinate with Town staff. Return keys to the Town Hall by placing them in the Town Hall dropbox (located near the building entrance) after an event.

BUILDING INFORMATION THE TOWN PROVIDES:

- ✓ An indoor meeting room with a capacity of 99 people.
- ✓ Up to 15 large (8-foot) tables (seats 8-10) and up to 8 smaller (6-foot) tables (seats 6-8) plus enough chairs for room capacity.
- ✓ Kitchen and use of its refrigerator, microwave, stove, and sink.
- ✓ Easels (by request only)

THE RENTER PROVIDES:

- ✓ All utensils, serving dishes, and food.
- ✓ Garbage bags. (13 gallon and 36 gallon)
- ✓ AV Equipment.
- ✓ Grill (outside only)
- ✓ Decorations.
- ✓ Yard and lawn games.

MUNICIPAL FACILITY RENTAL RULES

ADULT BEVERAGES

Beer and wine may be served at events; liquor is not allowed. Alcohol sales are prohibited, and no one under 21 may consume alcohol on Town Hall property.

GENERAL GUIDELINES

- ✓ Carry-In & Carry-Out: The renter is responsible for appropriately removing all garbage, recycling, food, and personal items from Town Hall property.
- ✓ Complete the End-of-Event Requirements (posted in the meeting room and kitchen) before departing the facility.
- ✓ The person or organization named on the reservation is responsible for damage to the facility and for any excessive cleaning required after the event.
- ✓ The Town of Algoma is not responsible for lost or stolen articles.

PROHIBITED ITEMS & ACTIVITIES

- ! No smoking or vaping inside the building (all debris from outside smoking must be disposed of appropriately).
- ! No illegal activities.
- ! No vehicles driving or parking on grassy areas.
- ! No fires.
- ! No animals or pets.
- ! No decorations can be attached to the walls, ceilings, or light fixtures.
- ! No glitter or confetti.
- ! No bounce houses or similar inflatable-type structures (including, but not limited to, ball pits, slides, or obstacle courses).
- ! No moving Town owned tables and chairs outside of building.

END-OF-EVENT REQUIREMENTS

Please leave the Town Hall in the same condition it was at the beginning of the reservation and suitable for immediate use.

Municipal Building Reservation Application for Fee Exempt Organizations

BUILDING RENTAL FEE			SECURITY DEPOSIT			TOTAL FOR RESERVATION		
\$0.00			\$200.00*			\$200.00		

*If event is during Town Hall business hours, no security deposit is required.

RENTER INFORMATION

 Denotes a required field

 Renter (Organization or Individual Name)

 Street Address

City

State

 Zip Code

CONTACT INFORMATION

Contact Person (if different than the renter)

 Phone Number

E-mail Address (for key pick-up reminder)

EVENT INFORMATION

 Type of Event

 Date(s) of Event

SECURITY DEPOSIT

The security deposit will be refunded if no excessive cleaning or repair services are required following the event. If damages or cleaning services exceed the deposit amount, the Town reserves the right to recover the costs from the renter.

The person paying the deposit is DIFFERENT than the renter; the payer information is entered below*:

* The security deposit will be returned via a mailed check, to the payer.

Payer Name

Street Address

City

State

Zip Code

SIGNATURE

I agree to indemnify and hold the Town of Algoma, its employees, officials, and agents, harmless from all liability from claims of bodily injury, property damage, or any other nature originating from the use of the Town Hall. I have read the Facility Rental Policy and agree to abide by them. I understand it is at the discretion of the Town of Algoma to approve or deny any special requests and that these requests may be subject to a change in the rental fee and the security deposit.

 Renter Signature *Date*

THIS PAGE IS TO BE COMPLETED BY OFFICE STAFF

PAYMENT RECEIPT

	+		=			
Rental Fee		Security Deposit		Total Received	Check/Confirmation Number	Date Received

RESERVATION CONFIRMATION

Added to the calendar on:		By:	
	Date		Initials
Key pick-up scheduled for:		Key assigned:	
Not required if during business hours	Date	Key Number	Key returned:
			Retrieval Date

EVENT CHECK-OUT

☐ Doors were securely closed and locked.	☐ All lights were off (the hall, hallways, kitchen, and bathrooms).
☐ Refuse has been removed from Town Hall property.	☐ Decorations, food, and personal items were all removed.
☐ There was no excessive debris or spills on the floors to clean.	☐ No excessive cleaning of surfaces was required.
☐ Tables and chairs were clean and put away.	☐ The outdoor area was clean.

COMMENTS:

CHECKED ON BY:

Signature	Date
☐ Return "Authorized Personnel Only" Sign to Its Place	☐ Checked basics only (cleaning left for cleaning crew)

SECURITY DEPOSIT RETURN

	-		=			
Original Deposit		Amount Withheld		Amount Returned	Check Number	Date Mailed

THIS PAGE IS TO BE COMPLETED BY OFFICE STAFF



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: October 15, 2025

RE: Oshkosh Area School District Rally Point Memorandum of Understanding

SUMMARY: The Oshkosh School District has provided a MOU for the use of the Fire Department as the official rally point for Oakwood Elementary School in the event of a school emergency, crisis or evacuation situation.

A draft of the agreement is attached. At the time of this memo staff are still reviewing the terms but agree with the spirit of the agreement. The Fire Chief will provide any additional changes to the terms and the town attorney will review.

It is recommended that the Board approve the document contingent upon legal review if that is not completed in time for the meeting.

RECOMMENDED ACTION: Staff recommends approval of an agreement contingent upon legal review. Should the Town Board agree the following motion may be made:

“Motion to approve the Oshkosh Area School District Rally Point Memorandum of Understanding contingent upon legal review. ”

ATTACHMENTS:

1. MOU draft

Oshkosh Area School District Rally Point Memorandum of Understanding (MOU)

Oshkosh Area School District

and

~~Town of Algoma Fire Department~~ **Town of Algoma**

Effective Date: 10/7/2025

Review Date: 10/7/2026

1. Purpose

The purpose of this Memorandum of Understanding (MOU) is to establish an agreement between the Oshkosh Area School District and the Town of Algoma ~~Fire Department~~ to designate Town of Algoma Fire Station as an official Rally Point for Oakwood Elementary School in the event of a school emergency, crisis, or evacuation situation. This agreement ensures a coordinated and efficient response to protect the health, safety, and welfare of students, staff, and community members during a crisis event.

2. Roles and Responsibilities

A. The Oshkosh Area School District and **[Oakwood Elementary School]** Shall:

- Notify the Town of Algoma Fire Department as soon as possible when the Rally Point is needed due to an emergency or evacuation.
- Provide appropriate school or district personnel to supervise students and maintain accountability.
- Coordinate with law enforcement, fire, and emergency management agencies to manage communication and logistics.
- Ensure all personnel and students follow the property's safety, security, and access guidelines while using the Rally Point.
- Reimburse **[Town of Algoma]** for any damage directly resulting from Rally Point use, as mutually agreed upon.

B. The Town of Algoma Fire Department Shall:

- Allow the use of its facility located at 2622 Omro Rd, Oshkosh, WI 54904 as a temporary Rally Point for Oshkosh Area School District during emergencies or evacuation events.
- Provide access to designated areas, such as parking lots, community rooms, or gymnasiums, as mutually agreed upon.
- Designate a point of contact to coordinate with school and emergency officials during a crisis.

- Maintain confidentiality of student and staff information shared during a crisis response.
- Notify the school district promptly if the facility becomes unavailable for use as a Rally Point.

3. Communication and Coordination

Both parties agree to participate in annual coordination and review meetings, including safety drills or tabletop exercises when applicable. Contact information for key representatives from each organization will be updated as needed and shared annually.

6. Signatures

For Oshkosh Area School District:

Name: _____

Title: _____

Signature: _____

Date: _____

For: Town of Algoma ~~Fire Department~~

Name: _____

Title: _____

Signature: _____

Date: _____



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: October 15, 2025

RE: Pay Request #2 for the S. Oakwood Road Water Line Extension payable to Town of Algoma Sanitary District #1 in the amount of \$13,957.57

SUMMARY:

This is Pay request #2 for the water line extension to the OSMS property project in TID #1. The attached request includes an itemized list of cost and the agreement for design services.

This project is funded by the State Loan Trust Fund Loan in TID #1.

RECOMMENDED ACTION: Staff recommends approval of Pay Request #2. Should the Town Board agree the following motion may be made:

“Motion to approve Pay Request #2 for the S. Oakwood Road Water Line Extension payable to Town of Algoma Sanitary District #1 in the amount of \$13,957.57.”

ATTACHMENTS:

1. Pay Request #2



3477 Miller Drive
Oshkosh, WI 54904
Phone (920) 426-0335
Fax (920) 426-1181
district.office@algomasd.org

Date: October 3, 2025

Invoice #: 09-30-2025 (Third Invoice) - Revised

To: Town of Algoma
Attn. Maggie Mahoney
15 North Oakwood Rd
Oshkosh, WI 54904

Re: OSMS Medical Facility

Bill for the watermain extension to serve the
OSMS Medical Facility on South Oakwood Road.

	Town	OSMS	Total Due
Beginning Balance.....	\$0.00	\$5,169.65	\$5,169.65
Payment of Previous Invoice-Preliminary Engineering.....	\$0.00	\$5,169.65	\$5,169.65
Current Balance.....	\$0.00	\$0.00	\$0.00
(This Invoice)			
Engineering-Design/Constr-CBS Squared, Inc. (50%)	\$19,839.87	\$19,839.87	\$39,679.74
Attorney Fees - Dempsey Law Group	\$4,200.00	\$0.00	\$4,200.00
Oshkosh Northwestern-Bid Advertisement.....	\$188.05	\$0.00	\$188.05
Winnebago County - Highway Permit	\$175.00	\$0.00	\$175.00
Construction - De Groot, Inc - Pay Requests #1-#3.....	\$252,065.38	\$0.00	\$252,065.38
Administration Fee - 1% of Contract Cost	\$2,520.65	\$0.00	\$2,520.65
Inspector Labor - 152.5 Hrs @ \$73.02 / Hr	\$11,135.55	\$0.00	\$11,135.55
Total Project Costs	\$290,124.50	\$19,839.87	\$309,964.37
Deposit - Town of Algoma - TIF #1 - PR#1	-\$276,166.93	\$0.00	(\$276,166.93)
Deposit - OSMS - PR#2	\$0.00	-\$24,050.00	(\$24,050.00)
Total Amount Due This Invoice	\$13,957.57	-\$4,210.13	\$9,747.44

Please make check payable to: Algoma Sanitary District
and mail to: 3477 Miller Drive, Oshkosh, WI 54904

Your balance is due within 30 days of the invoice date.
Past due invoices are charged 1% interest per month.
If you have any questions, please call us at (920) 426-0335.

Engineering Invoices

Company	Inv #	Date	Amount
CBS Squared	14183	8/29/2024	\$5,129.92
CBS Squared	14333	9/24/2024	\$15,912.00
CBS Squared	14514	10/30/2024	\$2,860.54
CBS Squared	14682	12/4/2024	\$961.00
CBS Squared	14864	1/7/2025	\$894.25
CBS Squared	15013	1/29/2025	\$7,809.38
CBS Squared	15161	2/21/2025	\$2,033.15
CBS Squared	15503	4/25/2025	\$1,859.25
CBS Squared	15707	5/28/2025	\$337.25
CBS Squared	16038	7/29/2025	\$1,218.00
CBS Squared	16219	9/3/2025	\$665.00
			<u>\$39,679.74</u>

Legal Invoices

Company	Inv #	Date	Amount
Dempsey Law Offices	18	3/4/2024	\$90.00
Dempsey Law Offices	1	5/2/2024	\$1,230.00
Dempsey Law Offices	23	8/5/2024	\$540.00
Dempsey Law Offices	24	9/6/2024	\$1,800.00
Dempsey Law Offices	25	10/2/2024	\$480.00
Dempsey Law Offices	4	12/3/2024	\$60.00
			<u>\$4,200.00</u>



CBS Squared, Inc.
770 Technology Way
Ste 1A
Chippewa Falls, WI 54729
715-861-5226

Town of Algoma Sanitary District #1
Kevin Mraz
3477 Miller Drive
Oshkosh, WI 54904

Invoice number 14183
Date 08/29/2024

Project **Town of Algoma Sanitary District 1 - S
Oakwood Rd Watermain Ext
(ALGOT23003)**

Professional Services through August 17, 2024

Design Engineering Services

Professional Fees

	Hours	Rate	Billed Amount
David J. Poh			
Design Engineer	39.50	106.00	4,187.00
Donald P. Bertrand			
Senior Plat Specialist	2.50	130.00	325.00
Jeffrey G. Wolford			
Senior Municipal Project Manager II	3.00	173.00	519.00
Kristine E. Lentz			
Administrative Leader	0.25	132.00	33.00
Professional Fees subtotal	45.25		5,064.00

Reimbursables

	Units	Rate	Billed Amount
Mileage	76.00	0.67	50.92
Per Diem - Lunch	1.00	15.00	15.00
Reimbursables subtotal			65.92
Phase subtotal			5,129.92

Invoice total **5,129.92**

Payment due upon receipt of invoice. Make all checks payable to CBS Squared, Inc.

A finance charge may be added to any unpaid invoice balance according to contract terms.



CBS Squared, Inc.
770 Technology Way
Ste 1A
Chippewa Falls, WI 54729
715-861-5226

Town of Algoma Sanitary District #1
Kevin Mraz
3477 Miller Drive
Oshkosh, WI 54904

Invoice number 14333
Date 09/24/2024

Project **Town of Algoma Sanitary District 1 - S
Oakwood Rd Watermain Ext
(ALGOT23003)**

Professional Services through September 14, 2024

Design Engineering Services

Professional Fees

	Hours	Rate	Billed Amount
Ashley A. Marschall			
Senior Administrative Specialist	6.75	105.00	708.75
Brianna A. Haskins			
Administrative Specialist	0.75	95.00	71.25
David J. Poh			
Design Engineer	86.50	106.00	9,169.00
Jeffrey G. Wolford			
Senior Municipal Project Manager II	27.00	173.00	4,671.00
Kristine E. Lentz			
Administrative Leader	3.50	132.00	462.00
Peyton J. Dibble			
Administrative Specialist	3.00	95.00	285.00
Sheryl M. Tasker			
Senior Municipal Project Manager I	2.50	218.00	545.00
Professional Fees subtotal	130.00		15,912.00
Phase subtotal			15,912.00
Invoice total			15,912.00

Payment due upon receipt of invoice. Make all checks payable to CBS Squared, Inc.

A finance charge may be added to any unpaid invoice balance according to contract terms.



CBS Squared, Inc.
770 Technology Way
Ste 1A
Chippewa Falls, WI 54729
715-861-5226

Town of Algoma Sanitary District #1
Kevin Mraz
3477 Miller Drive
Oshkosh, WI 54904

Invoice number 14514
Date 10/30/2024

Project **Town of Algoma Sanitary District 1 - S
Oakwood Rd Watermain Ext
(ALGOT23003)**

Professional Services through October 19, 2024

Design Engineering Services

Professional Fees

	Hours	Rate	Billed Amount
Ashley A. Marschall			
Senior Administrative Specialist	1.00	105.00	105.00
Brianna A. Haskins			
Administrative Specialist	2.00	95.00	190.00
David J. Poh			
Design Engineer	7.50	106.00	795.00
Jeffrey G. Welford			
Senior Municipal Project Manager II	7.50	173.00	1,297.50
Kristine E. Lentz			
Administrative Leader	0.75	132.00	99.00
Peyton J. Dibble			
Administrative Specialist	3.25	95.00	308.75
Taitelynn D. Johnson			
Administrative Specialist	0.25	95.00	23.75
Professional Fees subtotal	22.25		2,819.00

Reimbursables

	Units	Rate	Billed Amount
Mileage	62.00	0.67	41.54
Reimbursables subtotal			41.54
Phase subtotal			2,860.54

Invoice total **2,860.54**



CBS Squared, Inc.
770 Technology Way
Ste 1A
Chippewa Falls, WI 54729
715-861-5226

Town of Algoma Sanitary District #1
Kevin Mraz
3477 Miller Drive
Oshkosh, WI 54904

Invoice number 14682
Date 12/04/2024

Project **Town of Algoma Sanitary District 1 - S
Oakwood Rd Watermain Ext
(ALGOT23003)**

Professional Services through November 16, 2024

Construction Related Services

Professional Fees

	Hours	Rate	Billed Amount
Brianna A. Haskins			
Administrative Specialist	7.25	95.00	688.75
Jeffrey G. Wolford			
Senior Municipal Project Manager II	0.75	173.00	129.75
Peyton J. Dibble			
Administrative Specialist	1.50	95.00	142.50
Professional Fees subtotal	9.50		961.00
Phase subtotal			961.00
Invoice total			961.00

Payment due upon receipt of invoice. Make all checks payable to CBS Squared, Inc.

A finance charge may be added to any unpaid invoice balance according to contract terms.



CBS Squared, Inc.
770 Technology Way
Ste 1A
Chippewa Falls, WI 54729
715-861-5226

Town of Algoma Sanitary District #1
Kevin Mraz
3477 Miller Drive
Oshkosh, WI 54904

Invoice number 14864
Date 01/07/2025

Project **Town of Algoma Sanitary District 1 - S
Oakwood Rd Watermain Ext
(ALGOT23003)**

Professional Services through December 28, 2024

Construction Related Services

Professional Fees

	Hours	Rate	Billed Amount
Ashley A. Marschall			
Senior Administrative Specialist	2.75	105.00	288.75
Brianna A. Haskins			
Administrative Specialist	0.25	95.00	23.75
David J. Poh			
Design Engineer	1.00	106.00	106.00
Jeffrey G. Wolford			
Senior Municipal Project Manager II	2.75	173.00	475.75
Professional Fees subtotal	6.75		894.25
Phase subtotal			894.25
Invoice total			894.25

Payment due upon receipt of invoice. Make all checks payable to CBS Squared, Inc.

A finance charge may be added to any unpaid invoice balance according to contract terms.



CBS Squared, Inc.
770 Technology Way
Ste 1A
Chippewa Falls, WI 54729
715-861-5226

Town of Algoma Sanitary District #1
Kevin Mraz
3477 Miller Drive
Oshkosh, WI 54904

Invoice number 15013
Date 01/29/2025

Project **Town of Algoma Sanitary District 1 - S
Oakwood Rd Watermain Ext
(ALGOT23003)**

Professional Services through January 18, 2025

Construction Related Services

Professional Fees

	Hours	Rate	Billed Amount
Ashley A. Marschall			
Senior Administrative Specialist	1.00	128.00	128.00
David J. Poh			
Design Engineer	39.75	135.00	5,366.25
Jeffrey G. Wolford			
Senior Municipal Project Manager II	10.75	194.00	2,085.50
Professional Fees subtotal	51.50		7,579.75

Reimbursables

	Units	Rate	Billed Amount
GPS Equipment	7.75	15.00	116.25
Mileage	54.00	0.67	36.18
	56.00	0.70	39.20
Per Diem - Lunch	2.00	19.00	38.00
Reimbursables subtotal			229.63
Phase subtotal			7,809.38

Invoice total **7,809.38**

Payment due upon receipt of invoice. Make all checks payable to CBS Squared, Inc.

A finance charge may be added to any unpaid invoice balance according to contract terms.



CBS Squared, Inc.
770 Technology Way
Ste 1A
Chippewa Falls, WI 54729
715-861-5226

Town of Algoma Sanitary District #1
Kevin Mraz
3477 Miller Drive
Oshkosh, WI 54904

Invoice number 15161
Date 02/21/2025

Project **Town of Algoma Sanitary District 1 - S
Oakwood Rd Watermain Ext
(ALGOT23003)**

Professional Services through February 15, 2025

Design Engineering Services

Professional Fees

	Hours	Rate	Billed Amount
David J. Poh			
Design Engineer	3.50	135.00	472.50
Professional Fees subtotal	3.50		472.50
Phase subtotal			472.50

Construction Related Services

Professional Fees

	Hours	Rate	Billed Amount
Jeffrey G. Welford			
Senior Municipal Project Manager II	5.25	194.00	1,018.50
Peyton J. Dibble			
Administrative Specialist	4.75	105.00	498.75
Professional Fees subtotal	10.00		1,517.25

Reimbursables

	Units	Rate	Billed Amount
Mileage	62.00	0.70	43.40
Reimbursables subtotal			43.40
Phase subtotal			1,560.65

Invoice total **2,033.15**



CBS Squared, Inc.
770 Technology Way
Ste 1A
Chippewa Falls, WI 54729
715-861-5226

Town of Algoma Sanitary District #1
Kevin Mraz
3477 Miller Drive
Oshkosh, WI 54904

Invoice number 15503
Date 04/25/2025

Project **Town of Algoma Sanitary District 1 - S
Oakwood Rd Watermain Ext
(ALGOT23003)**

Professional Services through April 19, 2025

Construction Related Services

Professional Fees

	Hours	Rate	Billed Amount
David J. Poh			
Design Engineer	9.00	135.00	1,215.00
Jeffrey G. Wolford			
Senior Municipal Project Manager II	0.75	194.00	145.50
Peyton J. Dibble			
Administrative Specialist	4.75	105.00	498.75
Professional Fees subtotal	14.50		1,859.25
Phase subtotal			1,859.25
Invoice total			1,859.25

Payment due upon receipt of invoice. Make all checks payable to CBS Squared, Inc.

A finance charge may be added to any unpaid invoice balance according to contract terms.



CBS Squared, Inc.
770 Technology Way
Ste 1A
Chippewa Falls, WI 54729
715-861-5226

Town of Algoma Sanitary District #1
Kevin Mraz
3477 Miller Drive
Oshkosh, WI 54904

Invoice number 15707
Date 05/28/2025

Project **Town of Algoma Sanitary District 1 - S
Oakwood Rd Watermain Ext
(ALGOT23003)**

Professional Services through May 17, 2025

Construction Related Services

Professional Fees

	Hours	Rate	Billed Amount
Jeffrey G. Wolford			
Senior Municipal Project Manager II	0.25	194.00	48.50
Peyton J. Dibble			
Administrative Specialist	2.75	105.00	288.75
Professional Fees subtotal	3.00		337.25
Phase subtotal			337.25
Invoice total			337.25

Payment due upon receipt of invoice. Make all checks payable to CBS Squared, Inc.

A finance charge may be added to any unpaid invoice balance according to contract terms.



CBS Squared, Inc.
770 Technology Way
Ste 1A
Chippewa Falls, WI 54729
715-861-5226

Town of Algoma Sanitary District #1
Kevin Mraz
3477 Miller Drive
Oshkosh, WI 54904

Invoice number 16038
Date 07/29/2025

Project **Town of Algoma Sanitary District 1 - S
Oakwood Rd Watermain Ext
(ALGOT23003)**

Professional Services through July 19, 2025

Construction Related Services

Professional Fees

	Hours	Rate	Billed Amount
Jeffrey G. Wolford			
Senior Municipal Project Manager II	0.75	194.00	145.50
Patrick F. Smith			
Intern	6.00	100.00	600.00
Peyton J. Dibble			
Administrative Specialist	4.50	105.00	472.50
Professional Fees subtotal	11.25		1,218.00
Phase subtotal			1,218.00
Invoice total			1,218.00

Payment due upon receipt of invoice. Make all checks payable to CBS Squared, Inc.

A finance charge may be added to any unpaid invoice balance according to contract terms.



CBS Squared, Inc.
770 Technology Way
Ste 1A
Chippewa Falls, WI 54729
715-861-5226

Town of Algoma Sanitary District #1
Kevin Mraz
3477 Miller Drive
Oshkosh, WI 54904

Invoice number 16219
Date 09/03/2025

Project **Town of Algoma Sanitary District 1 - S
Oakwood Rd Watermain Ext
(ALGOT23003)**

Professional Services through August 16, 2025

Construction Related Services

Professional Fees

	Hours	Rate	Billed Amount
David J. Poh			
Design Engineer	4.00	135.00	540.00
Patrick F. Smith			
Intern	1.25	100.00	125.00
Professional Fees subtotal	5.25		665.00
Phase subtotal			665.00

Invoice total **665.00**

Payment due upon receipt of invoice. Make all checks payable to CBS Squared, Inc.

A finance charge may be added to any unpaid invoice balance according to contract terms.

Town of Algoma Sanit
Town of Algoma Sanitary District #1
c/o Sara Gonzales
Financial Utility Clerk

Page: 1
03/04/2024
Account No. 27610.000000 M
Statement No. 18

VIA EMAIL: district.office@algomasd.org

			HOURS	
02/12/2024	JSP	Review Town update on waterline financing for OSMS project and memo to ASD re: TIF financing restrictions.	0.30	
02/28/2024	JSP	Provide suggested language to auditors re: status of MSA.	0.20	
		FOR SERVICES RENDERED	0.50	150.00
		TOTAL		150.00
		PREVIOUS BALANCE		\$60.00
02/13/2024		Payment - thank you.		-60.00
		BALANCE DUE		<u>\$150.00</u>

Please Detach and Return This Portion With Your Remittance

Please Charge \$ _____ on the following:

☐ Visa ☐ MasterCard ☐ Discover ☐ American Express

Card Number

Exp. Date (required)

Card Holder Signature

Amount Remitted: _____

Check No.: _____

Statement Date: 03/04/2024

Statement No. 18

Account No. 27610.000000

Town of Algoma Sanit
Town of Algoma Sanitary District #1
c/o Sara Gonzales
Financial Utility Clerk

Page: 1
05/02/2024
Account No. 27610.100000 M
Statement No. 1

OSMS Development Project

			HOURS		
04/02/2024	MP	Initial review of documents related to OSMS development; correspondence with Town attorney re: same.	0.80		
04/03/2024	MP	Additional correspondence with Town attorney re: development project.	0.30		
04/04/2024	MP	Begin reviewing draft development agreement in preparation for telephone conference with Town attorney.	0.30		
04/05/2024	MP	Review draft development agreement and other background documents; telephone conference with attorney for Town to discuss; memo to Kevin with status update.	2.20		
04/08/2024	MP	Additional correspondence and review of documents re: OSMS development project.	0.50		
FOR SERVICES RENDERED			4.10	1,230.00	
TOTAL				1,230.00	
BALANCE DUE					<u>\$1,230.00</u>

Please Detach and Return This Portion With Your Remittance

Please Charge \$ _____ on the following:

☐ Visa ☐ MasterCard ☐ Discover ☐ American Express

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Card Number

--	--	--	--	--

Exp. Date (required)

Card Holder Signature _____

Amount Remitted: _____

Check No.: _____

Statement Date: 05/02/2024

Statement No. 1

Account No. 27610.100000

Town of Algoma Sanit
Town of Algoma Sanitary District #1
c/o Sara Gonzales
Financial Utility Clerk

Page: 1
08/05/2024
Account No. 27610.000000 M
Statement No. 23

VIA EMAIL: district.office@algomasd.org

			HOURS	
07/10/2024	MP	Review background re: potential extraterritorial extension of water service and resolution re: same; prepare revised Commission resolution.	0.60	
07/11/2024	MP	Review materials re: sewer backup claim; telephone conference with Kevin to discuss; memo to District; provide settlement agreement template.	1.10	
07/29/2024	MP	Additional correspondence re: OSMS development agreement.	0.30	
07/31/2024	MP	Review updated draft development agreement for OSMS project.	1.50	
		FOR SERVICES RENDERED	3.50	1,050.00
		TOTAL		1,050.00
		PREVIOUS BALANCE		\$1,946.50
07/15/2024		Payment - thank you.		-1,946.50
		BALANCE DUE		<u>\$1,050.00</u>

Please Detach and Return This Portion With Your Remittance

Please Charge \$ _____ on the following:

☐ Visa ☐ MasterCard ☐ Discover ☐ American Express

Card Number

Exp. Date (required)

Card Holder Signature

Amount Remitted: _____

Check No.: _____

Statement Date: 08/05/2024

Statement No. 23

Account No. 27610.000000

Town of Algoma Sanit
Town of Algoma Sanitary District #1
c/o Sara Gonzales
Financial Utility Clerk

Page: 1
09/06/2024
Account No. 27610.000000 M
Statement No. 24

VIA EMAIL: district.office@algomasd.org

			HOURS
08/02/2024	MP	Prepare for and participate in meeting re: OSMS development agreement; follow up with Town attorney.	1.60
08/05/2024	MP	Review and correspondence re: sewer backup claim.	0.40
08/06/2024	MP	Prepare for and participate in telephone conference with attorney for Town re: development agreement.	2.90
	MP	Additional correspondence re: sewer backup claim.	0.20
08/07/2024	MP	Receive/review Authorization to Design for OSMS project.	0.20
08/08/2024	MP	Prepare for and attend Commission meeting; follow up on meeting.	3.30
08/19/2024	MP	Review correspondence re: OSMS development agreement and construction contract.	0.20
08/20/2024	MP	Follow up re: OSMS development agreement; send District's revisions to Town and review OSMS's revisions.	0.50
08/21/2024	MP	Additional correspondence re: OSMS development agreement.	0.20
08/27/2024	MP	Review correspondence re: OSMS development agreement.	0.20
08/30/2024	RMP	Review email correspondence and begin reviewing documents related to real estate purchase	0.10

Please Detach and Return This Portion With Your Remittance

Please Charge \$ _____ on the following:

☐ Visa ☐ MasterCard ☐ Discover ☐ American Express

Card Number

Exp. Date (required)

Card Holder Signature

Amount Remitted: _____

Check No.: _____

Statement Date: 09/06/2024

Statement No. 24

Account No. 27610.000000

		HOURS	
MP	Follow up correspondence re: OSMS development agreement.	0.20	
	FOR SERVICES RENDERED	10.00	3,005.00
	TOTAL		3,005.00
	PREVIOUS BALANCE		\$1,050.00
08/12/2024	Payment - thank you.		-1,050.00
	BALANCE DUE		<u>\$3,005.00</u>

If you have a "trust account balance", identified above, then we are holding your funds in the Dempsey Law Firm Client IOLTA Trust Account. Unless you contact our office within five (5) business days, we will apply the "Closing Balance" to this statement. The withdrawal date will occur on or about the sixth (6) business day after the date of this statement. After application of the funds held in trust, if any, you will: Have a new trust balance of: \$_____ or a remaining balance due of \$_____

All invoices are due upon receipt. Any payments not received within 30 days from the date of this invoice will automatically be assessed a **late payment charge** of 1% per month (12% per annum) on the balance, until paid in full.

Town of Algoma Sanit
Town of Algoma Sanitary District #1
c/o Sara Gonzales
Financial Utility Clerk

Page: 1
10/02/2024
Account No. 27610.000000 M
Statement No. 25

VIA EMAIL: district.office@algomasd.org

			HOURS	
09/11/2024	MP	Review additional correspondence re: OSMS agreement.	0.30	
09/12/2024	MP	Review materials in preparation for September meeting; attend meeting; follow up.	2.00	
09/13/2024	MP	Additional correspondence re: OSMS development agreement.	0.20	
09/17/2024	MP	Review and correspondence re: revisions to final OSMS development agreement.	0.50	
09/19/2024	MP	Review update from Kevin M. re: bids for OSMS project; correspondence with Town attorney.	0.40	
09/20/2024	MP	Receive/review updated cost exhibit for OSMS development agreement.	0.20	
		FOR SERVICES RENDERED	3.60	1,080.00
		TOTAL		1,080.00
		PREVIOUS BALANCE		\$3,005.00
		BALANCE DUE		<u>\$4,085.00</u>

Please Detach and Return This Portion With Your Remittance

Please Charge \$ _____ on the following:

☐ Visa ☐ MasterCard ☐ Discover ☐ American Express

Card Number

Exp. Date (required)

Card Holder Signature

Amount Remitted: _____

Check No.: _____

Statement Date: 10/02/2024

Statement No. 25

Account No. 27610.000000



210 North Main Street
P.O. Box 886
Oshkosh, WI 54903-0886

Telephone 920-235-7300
Fax 920-235-2011
Fed ID# 39-0774454

Town of Algoma Sanit

Town of Algoma Sanitary District #1
c/o Sara Gonzales
Financial Utility Clerk

Page: 1
12/03/2024
Account No. 27610.100000 M
Statement No. 4

OSMS Development Project

			HOURS	
10/18/2024	MP	Receive/review final executed development agreement for OSMS.	0.20	
		FOR SERVICES RENDERED	0.20	60.00
		TOTAL		60.00
		BALANCE DUE		<u>\$60.00</u>

If you have a "trust account balance", identified above, then we are holding your funds in the Dempsey Law Firm Client IOLTA Trust Account. Unless you contact our office within five (5) business days, we will apply the "Closing Balance" to this statement. The withdrawal date will occur on or about the sixth (6) business day after the date of this statement. After application of the funds held in trust, if any, you will: Have a new trust balance of: \$ _____ or a remaining balance due of \$ _____

All invoices are due upon receipt. Any payments not received within 30 days from the date of this invoice will automatically be assessed a **late payment charge** of 1% per month (12% per annum) on the balance, until paid in full.

Please Detach and Return This Portion With Your Remittance

Please Charge \$ _____ on the following:

☐ Visa ☐ MasterCard ☐ Discover ☐ American Express

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Card Number

--	--	--	--	--

Exp. Date (required)

Card Holder Signature _____

Amount Remitted: _____

Check No.: _____

Statement Date: 12/03/2024

Statement No. 4

Account No. 27610.100000



RECEIVED

OCT 11 2024

TOWN OF ALGOMA
SANITARY DISTRICT #1

ACCOUNT NAME		ACCOUNT #	PAGE #
Town Of Algoma Sanitary Distri		1012918	1 of 1
INVOICE #	BILLING PERIOD	PAYMENT DUE DATE	
0006656287	Sep 1- Sep 30, 2024	October 20, 2024	
PREPAY (Memo Info)	UNAPPLIED (included in amt due)	TOTAL CASH AMT DUE*	
\$0.00	\$0.00	\$305.69	

BILLING ACCOUNT NAME AND ADDRESS

Town Of Algoma Sanitary Distri
3477 Miller Dr.
Oshkosh, WI 54904-7877



Legal Entity: Gannett Media Corp.

Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.

All funds payable in US dollars.

BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com

FEDERAL ID 47-2390983

To sign-up for E-mailed invoices and online payments please contact abgspecial@gannett.com.

Date	Description	Amount
9/1/24	Balance Forward	\$0.00

Package Advertising:

Start-End Date	Order Number	Product	Description	PO Number	Package Cost
9/5/24-9/12/24	10526317	ONW Oshkosh Northwestern	Oakwood Road Water Main Extension		\$188.05
9/23/24	10592884	ONW Oshkosh Northwestern	Assessment Legal Notice		

Pd 10/10/2024: \$117.64

101-17107

As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due	\$305.69
Service Fee 3.99%	\$12.20
*Cash/Check/ACH Discount	-\$12.20
*Payment Amount by Cash/Check/ACH	\$305.69
Payment Amount by Credit Card	\$317.89



Promptly Send Payment To:

Winnebago County

Treasurer
PO Box 2806
Oshkosh WI 54903-2806
920-232-3420

122332
TOWN OF ALGOMA SANITARY DISTRICT
3477 MILLER DRIVE
OSHKOSH, WI 54904

INVOICE

REMIT PORTION

Invoice Date	10/17/2024
Invoice Number	29243
Customer Number	122332
Amount Paid	\$0.00
Due Date	11/16/2024
Invoice Total Due	\$182.53

Please write your Invoice Number on your check and enclose this portion of the bill with your payment. Make checks payable to:
Winnebago County Treasurer, PO Box 2806, Oshkosh, WI 54903-2806

✂ DETACH AND RETURN THE PORTION ABOVE WITH YOUR PAYMENT ✂



Winnebago County

HIGHWAY DE
PO Box 2808
Oshkosh WI 54903-2808
920-232-1710

Winnebago County, Wisconsin

INVOICE

Customer Copy

CUSTOMER	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	DUE DATE	INVOICE TOTAL DUE
TOWN OF ALGOMA SANITARY DISTRICT	10/17/2024	29243	\$0.00	11/16/2024	\$182.53

DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
UTILITY PERMIT #UT24-71	1	\$175.00	EACH	\$175.00	\$0.00	\$0.00	\$175.00
CTH "E"							
ADMINISTRATIVE FEE	1	\$7.53	EACH	\$7.53	\$0.00	\$0.00	\$7.53
Invoice Total:							\$182.53

RECEIVED

OCT 21 2024

TOWN OF ALGOMA
SANITARY DISTRICT #1

COUNTY HIGHWAY DEPT

Winnebago

**APPLICATION/PERMIT to CONSTRUCT, OPERATE,
and MAINTAIN UTILITIES WITHIN HIGHWAY
RIGHT-OF-WAY**

Applicant/Company: Town of Algoma Sanitary District No. 1
 Address: 3477 Miller Dr
Oshkosh, WI 54904
 Office Phone: (920) 426-0335
 Local Phone & Pager: _____
 Plans Prepared By: CBS Squared
 Preparer's Phone: (920) 784-1373

RECEIVED

OCT 19 2024

TOWN OF ALGOMA

SANITARY DISTRICT #1

LOCATION INFORMATION	
Highway(s): <u>County Rd E @ Spotted</u>	
Town/Village/City of: <u>Town of Algoma</u>	
WINNEBAGO COUNTY HIGHWAY DEPARTMENT	
NE <u>1/4</u> of the <u>SE</u> <u>1/4</u> Sec <u>20</u>	T <u>18</u> N <u>R</u> <u>E</u> <u>16</u>
ADDITIONAL INFORMATION	
Annual Service Connection Permit? ☐ Yes ☐ No	
Utility Work Order # _____	
Fee Required? ☒ Yes ☐ No Amount \$ <u>75.00</u>	

DESCRIPTION OF PROPOSED WORK (Check and fill out all that apply)

UTILITY TYPE: ☐ Electric ☐ Gas/petroleum ☐ Communications ☒ Water ☐ Sanitary sewer ☐ Private line
☒ Transmission ☐ Distribution ☐ Service Facility Size/Capacity: _____

(diameter, # fibers, psi, Kv, etc.)

ORIENTATION: ☐ Overhead ☒ Underground ☐ Parallel to hwy centerline ☒ Hwy crossing ☐ Bridge attachment ☐ Tunnel

WORK TYPE: ☒ New construction ☐ Improve/repair existing ☐ Maintenance ☐ Removal ☐ Abandon in place

CONSTRUCTION METHOD(S): ☐ Plow ☐ Trench ☒ Bore ☐ Suspend on poles/towers ☐ Open cut hwy ☐ Cased

☐ Tree cutting/removal ☐ Chemical treatment of trees/brush Erosion Control Designation: ☐ Major ☒ Minor

Provide additional narrative if needed: _____

NAME AND PHONE NUMBER OF UTILITY REPRESENTATIVE

RESPONSIBLE FOR CONSTRUCTION: David Poh (920) 784-1373

Estimated Starting Date: Nov. 2024 Estimated Completion/Restoration Date: June 2025

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions of the Utility Accommodation Policy of the above-named county in effect at the time of this application, and with any special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof.

By: David Poh
 (Signature of Applicant/Company Authorized Representative)
David Poh
 (Typed/Printed Name of Person Signing Above or Electronic Signature Code)

Staff Engineer 10/3/2024
 (Title) (Date)
(920) 784-1373
 (Authorized Applicant/Company Representative Telephone Number)

DO NOT WRITE BELOW THIS LINE

PERMIT APPROVAL BY PERMITTING AUTHORITY

The foregoing application is hereby approved and permit issued by the Permitting Authority subject to full compliance by the Applicant with all provisions and conditions stated in the Utility Accommodation Policy of the above-named county including the Indemnification as included in 96.03 of the WCHA Utility Accommodation Policy in effect on the date of this application.

Supplemental Provisions Attached: ☐ Yes ☐ No

By: [Signature] FK
 (Authorized Representative for County)

Highway Commissioner 10/14/2024
 (Title) (Date)

Date Revised: 9/8/00 clm

FEE RECEIVED: \$ _____
CHECK NUMBER: _____
DATE ISSUED: _____
HWY PROJECT #: _____
PERMIT NUMBER: <u>UT24-71</u>

Contractor's Application for Payment

Owner:	Town of Algoma	Owner's Project No.:	
Engineer:	CBS Squared	Engineer's Project No.:	ALGOT23003
Contractor:	De Groot, Inc.	Contractor's Project No.:	24111
Project:	Oakwood Rd Water Main Extension		
Contract:			
Application No.:	3	Application Date:	6/2/2025
Application Period:	From 5/1/2025	to	5/31/2025

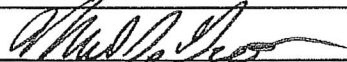
1. Original Contract Price	\$	245,717.13
2. Net change by Change Orders	\$	10,262.54
3. Current Contract Price (Line 1 + Line 2)	\$	255,979.67
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	252,065.38
5. Retainage		
a. 0% X \$ 252,065.38 Work Completed	\$	-
b. 5% X \$ - Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	-
6. Amount eligible to date (Line 4 - Line 5.c)	\$	252,065.38
7. Less previous payments (Line 6 from prior application)	\$	232,553.71
8. Amount due this application	\$	19,511.67
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	3,914.29

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: DE GROOT, INC.

Signature: 

Date: 5/1/2025

Recommended by Engineer

Approved by Owner

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved by Funding Agency

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: Town of Algoma		CBS Squared		Application No.: 3		Application Period: From 05/01/25 to 05/31/25		Application Date: 05/02/25					
Engineer: De Groot, Inc.		Oakwood Rd Water Main Extension		Contractor's Project No.: 24111									
Contract:													
A	B	C	D	E	F	G	H	I	J	K	L		
Bid Item No.	Description	Item Quantity	Units	Contract Information		Work Completed		Materials Currently Stored (Not in G) (\$)	Work Completed and Materials Stored to Date (H+I) (\$)	% of Value of Item (J/F) (%)	Balance to Finish (F - J) (\$)		
				Unit Price (\$)	Value of Bid Item (C x E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E x G) (\$)						
1	MAINT OF TRAFFIC - LS	1.00	LS		5,050.00		5,050.00		5,050.00	100%	-		
2	MOBIL - LS	1.00	LS		11,615.00		11,615.00		11,615.00	100%	-		
3	REPLACEMENT BACKFILL - CY	50.00	CY		20.20		1,010.00		-	0%	1,010.00		
4	INLET PROTECTION - EA	18.00	EA		75.75		1,363.50		1,363.50	100%	-		
5	SILT FENCE - LF	100.00	LF		13.13		1,313.20		-	0%	1,313.20		
6	TURF ESTABLISHMENT - SY	1,800.00	SY		4.04		7,272.00		7,272.00	100%	-		
7	EXCAVATION FOR DIELD LOCATING HIGH PRESS GAS MAIN PRIOR TO DIR DRILL AS SHOWN OP103-LS	1.00	LS		3,535.00		3,535.00		3,535.00	100%	-		
8	8" HDPE WM INSTALLED BY DIUR DRILL - LF	1,150.00	LF		71.70		82,455.00		75,285.00	91%	7,170.00		
9	1.25" HDPE WS PIPE INSTALL BY DIR DRILL - LF	775.00	LF		21.95		15,913.75		17,077.10	107%	(1,163.35)		
10	8" PVC WM INSTALLED BY TRENCHING - LF	30.00	LF		163.29		4,898.70		7,184.76	147%	(2,286.06)		
11	6" PVC WM - LF	20.00	LF		129.03		2,580.60		-	0%	2,580.60		
12	6" PVC HYD LEAD - LF	30.00	LF		124.74		3,742.20		4,241.16	113%	(498.96)		
13	6" PVC WS - LF	10.00	LF		129.08		1,290.80		-	0%	1,290.80		
14	WM FILLING - LB	700.00	LB		4.33		3,031.00		3,031.00	100%	-		
15	8" GATE VALVE & BOX - EA	4.00	EA		3,206.75		12,827.00		9,620.25	75%	3,206.75		
16	6" GATE VALVE & BOX - EA	4.00	EA		2,445.21		9,780.84		7,335.63	75%	2,445.21		
17	HYD - EA	3.00	EA		7,178.07		21,534.21		14,356.14	67%	7,178.07		
18	1.25" CORP STOP W/SAADDLE - EA	19.00	EA		1,417.93		26,940.67		25,522.74	95%	1,417.93		
19	1.25" CURB STOP & BOX - EA	19.00	EA		1,360.94		25,857.86		24,496.92	95%	1,360.94		
20	1.25" HDPE WS PIPE INSTALL BY TRENCHING	40.00	LF		29.52		1,180.80		1,830.24	155%	(649.44)		
21	CONNECTION TO EXISTING WM - LS	1.00	LS		2,525.00		2,525.00		2,525.00	100%	-		
					Original Contract Totals \$		245,717.13	\$	221,341.44	\$	-	\$	24,375.69

Town of Algoma Sanitary District #1

January - March 2025

Office Staff Time \$ 56.98 / hr
 Field Work \$ 73.02 / hr
 Professional \$ 104.35 / hr
 Emergency-day \$ 116.10 / hr
 Emergency-even \$ 126.86 / hr
 Mileage \$ 0.700 / mile

Date	Person	Field / Office	Time	Description	Materials At Cost	
					Mileage	Other Costs
1/27/2025	Dan	Field	6.50	Construction Observation		
1/28/2025	Dan	Field	6.50	Construction Observation		
1/29/2025	Dan	Field	6.50	Construction Observation		
1/30/2025	Dan	Field	7.00	Construction Observation		
2/3/2025	Dan	Field	7.00	Construction Observation		
2/4/2025	Dan	Field	7.00	Construction Observation		
2/5/2025	Dan	Field	7.00	Construction Observation		
2/24/2025	Dan	Field	6.00	Construction Observation		
2/25/2025	Dan	Field	6.00	Construction Observation		
2/27/2025	Dan	Field	6.00	Construction Observation		
2/28/2025	Dan	Field	2.00	Construction Observation - Paperwork		
3/3/2025	Dan	Field	8.00	Construction Observation		
3/4/2025	Dan	Field	8.00	Construction Observation		
3/5/2025	Dan	Field	6.00	Construction Observation - Town Lateral Repair		
3/6/2025	Dan	Field	4.00	Construction Observation - Pressure Test		
3/7/2025	Dan	Field	6.00	Construction Observation - Leak Repair		
3/10/2025	Dan	Field	5.00	Construction Observation - Site Cleanup		
	Total	Field		South Oakwood Road Watermain Extension - TID #1	152.5 Hrs	Total

Totals:

104.50

\$ -



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Jason Loduha, Public Works Director

Date: October 15, 2025

RE: Pay Request #2 for the 2025 Asphalt Resurfacing Program Payable to Northeast Asphalt, Inc in the amount of \$6,273.43

SUMMARY:

This is Pay request #2 for the 2025 Asphalt Resurfacing Program Payable to Northeast Asphalt, Inc.

The attached request includes:

- Contractor's Application for Payment
- Itemized Cost Breakdown
- Schedule of Values
- Schedule of Unit Prices

Please note, this was held for the ditch repair on Oneida Avenue to ensure the work was properly completed.

RECOMMENDED ACTION: Staff recommends approval of Pay Request #2.

Should the Town Board agree the following motion may be made:

"Motion to approve Pay Request #2 for the 2025 Asphalt Resurfacing Program Payable to Northeast Asphalt, Inc in the amount of \$6,273.43."

ATTACHMENTS:

1. Pay Request #2



September 16, 2025

Town of Algoma
15 N. Oakwood Road
Oshkosh, WI 54904

Re: Town of Algoma
2025 Asphalt Resurfacing Program
Certificate for Payment #2 - Final
McM. No. A0018-09-25-00260

Enclosed herewith is Certificate for Payment #2 for the above referenced project. This Certificate is issued to Northeast Asphalt, Inc. in the amount of \$6,273.43 for final payment for work performed through September 12, 2025.

Please process the enclosed, and forward payment to Northeast Asphalt, Inc. Should you have any questions, please contact our office at your convenience.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in blue ink, appearing to read "P. Kleman", is written over the printed name.

Phillip T. Kleman, CPESC
Associate / Municipal & Water Resources Engineer

PTK:car

cc: Northeast Asphalt, Inc.

Enclosure: Certificate for Payment #2 - Final

McMAHON**ENGINEERS ARCHITECTS**

McMAHON ASSOCIATES, INC.

1445 McMAHON DRIVE PO BOX 1025
NEENAH, WI 54956 NEENAH, WI 54957-1025TELEPHONE: 920.751.4200
FAX: 920.751.4284**CERTIFICATE FOR
PAYMENT**TOWN OF ALGOMA
15 N. Oakwood Road
Oshkosh, WI 54904

Contract No.	2025-01
Project File No.	A0018-09-25-00260
Certificate No.	Two (2)
Issue Date:	September 16, 2025
Project:	Town of Algoma 2025 Asphalt Resurfacing Program

This Is To Certify That, In Accordance With The Contract Documents Dated: April 16, 2025NORTHEAST ASPHALT, INC.
W6380 Design Drive
Greenville, WI 54942Is Entitled To Final Payment For Work Performed Through: September 12, 2025

- ☒ Contractor's Application for Payment Attached
☒ Itemized Cost Breakdown Attached

Original Contract	<u>\$132,144.70</u>
Net Change Orders	<u>\$0.00</u>
Current Contract Amount	<u>\$132,144.70</u>

Completed To Date	<u>\$125,468.63</u>
Retainage	<u>\$0.00</u>
Subtotal	<u>\$125,468.63</u>
Previously Certified	<u>\$119,195.20</u>

Amount Due This Payment: \$6,273.43

Please process and forward payment to Northeast Asphalt, Inc.

Certified By:
McMAHON ASSOCIATES, INC.
Neenah, Wisconsin
Phillip T. Kleman, CPESC
Associate / Municipal & Water Resources Engineer

CERTIFICATE FOR PAYMENT #2 (FINAL)

OWNER: TOWN OF ALGOMA
Project Name: 2025 Asphalt Resurfacing Program
Contract No. A0018-09-25-00260
Project Manager: Phil Kleman

Contractor: NORTHEAST ASPHALT, INC.
W6380 Design Drive
Greenville, WI 54942

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

BASE BID A | SHEBOYGAN STREET

Item	Qty	Unit	Description	Bid Prices		Previous Requests		This Request		This Request	
				Unit Price	Total	Qty	Total	Qty	Total	Qty	Total
A-1	1	L.S.	Mobilization	\$1,780.00	\$1,780.00	1	\$1.00	0	\$0.00	1.00	\$1,780.00
A-2	2,585	S.Y.	Asphaltic Surface Milling (Nominal 2 Inch Depth)	\$1.30	\$3,360.50	2585	\$6,682,225.00	0	\$0.00	2585.00	\$3,360.50
A-3	326	TON	2 Inch HMA Pavement, 4 LT 58-28 S (Surface Layer)	\$63.20	\$20,603.20	327.00	\$106,602.00	0	\$0.00	327.00	\$20,666.40
A-4	24	TON	3/4 Inch Base Aggregate Dense (Shoulders)	\$48.95	\$1,174.80	12.82	\$307.68	0	\$0.00	12.82	\$627.54
SUB-TOTAL A (Items A-1 through A-4, Inclusive)				\$26,918.50		\$6,789,135.68		\$0.00		\$26,434.44	

BASE BID B | CONRAD STREET

Item	Qty	Unit	Description	Unit Price		Unit Price		Unit Price		Unit Price	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
B-1	1	L.S.	Mobilization	\$1,780.00	\$1,780.00	1	\$1.00	0	\$0.00	1.00	\$1,780.00
B-2	2,626	S.Y.	Asphaltic Surface Milling (Nominal 2 Inch Depth)	\$1.30	\$3,413.80	2626	\$6,895,876.00	0	\$0.00	2626.00	\$3,413.80
B-3	331	TON	2 Inch HMA Pavement, 4 LT 58-28 S (Surface Layer)	\$63.20	\$20,919.20	318.00	\$105,258.00	0	\$0.00	318.00	\$20,097.60
B-4	25	TON	3/4 Inch Base Aggregate Dense (Shoulders)	\$48.95	\$1,223.75	12.82	\$320.50	0	\$0.00	12.82	\$627.54
SUB-TOTAL B (Items B-1 through B-4, Inclusive)				\$27,336.75		\$7,001,455.50		\$0.00		\$25,918.94	

BASE BID C | KEWAUNEE STREET

Item	Qty	Unit	Description	Unit Price		Unit Price		Unit Price		Unit Price	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
C-1	1	L.S.	Mobilization	\$1,780.00	\$1,780.00	1	\$1.00	0	\$0.00	1.00	\$1,780.00
C-2	2,629	S.Y.	Asphaltic Surface Milling (Nominal 2 Inch Depth)	\$1.30	\$3,417.70	2629	\$6,911,641.00	0	\$0.00	2629.00	\$3,417.70
C-3	331	TON	2 Inch HMA Pavement, 4 LT 58-28 S (Surface Layer)	\$63.20	\$20,919.20	315.00	\$104,265.00	0	\$0.00	315.00	\$19,908.00
C-4	25	TON	3/4 Inch Base Aggregate Dense (Shoulders)	\$48.95	\$1,223.75	12.82	\$320.50	0	\$0.00	12.82	\$627.54
SUB-TOTAL C (Items C-1 through C-4, Inclusive)				\$27,340.65		\$7,016,227.50		\$0.00		\$25,733.24	

BASE BID D | ONEIDA AVENUE

Item	Qty	Unit	Description	Unit Price		Unit Price		Unit Price		Unit Price	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
D-1	1	L.S.	Mobilization	\$1,780.00	\$1,780.00	1	\$1.00	0	\$0.00	1.00	\$1,780.00
D-2	2,249	S.Y.	Asphaltic Surface Milling (Nominal 2 Inch Depth)	\$1.30	\$2,923.70	2249	\$5,058,001.00	0	\$0.00	2249.00	\$2,923.70
D-3	283	TON	2 Inch HMA Pavement, 4 LT 58-28 S (Surface Layer)	\$63.20	\$17,885.60	262.76	\$74,361.08	0	\$0.00	262.76	\$16,606.43
D-4	25	TON	3/4 Inch Base Aggregate Dense (Shoulders)	\$48.95	\$1,223.75	12.82	\$320.50	0	\$0.00	12.82	\$627.54
SUB-TOTAL D (Items D-1 through D-4, Inclusive)				\$23,813.05		\$5,132,683.58		\$0.00		\$21,937.67	
TOTAL (Items A through D, Inclusive)				\$105,408.95		\$25,939,502.26		\$0.00		\$100,024.29	

SUPPLEMENTAL BID 1 | SHERRIN STREET

Item	Qty	Unit	Description	Unit Price		Unit Price		Unit Price		Unit Price	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1-1	1	L.S.	Mobilization	\$1,250.00	\$1,250.00	1	\$1.00	0	\$0.00	1.00	\$1,250.00
1-2	2,620	S.Y.	Asphaltic Surface Milling (Nominal 2 Inch Depth)	\$1.30	\$3,406.00	2620	\$6,864,400.00	0	\$0.00	2620.00	\$3,406.00
1-3	330	TON	2 Inch HMA Pavement, 4 LT 58-28 S (Surface Layer)	\$63.20	\$20,856.00	319	\$105,270.00	0	\$0.00	319.00	\$20,160.80
1-4	25	TON	3/4 Inch Base Aggregate Dense (Shoulders)	\$48.95	\$1,223.75	13	\$320.50	0	\$0.00	12.82	\$627.54
SUB-TOTAL (Items 1-1 through 1-4, Inclusive)				\$26,735.75		\$6,969,991.50		\$0.00		\$25,444.34	
TOTAL BASE BID + SUPPLEMENTAL BID				\$132,144.70		\$32,909,493.76		\$0.00		\$125,468.63	

Completed to Date:	\$125,468.63
Retainage (5%):	\$0.00
Subtotal:	\$125,468.63
Previous Application:	\$119,195.20
Amount Due This Application:	\$6,273.43

McMAHONMcMahon Associates, Inc.
ENGINEERS ARCHITECTS
SCIENTISTS LAND SURVEYORS1445 McMahon Drive
Neenah, WI 54956
Telephone: (920)751-4200
FAX: (920)751-4284P.O. Box 1025
Neenah, WI 54957-1025**APPLICATION****(OWNER)**Town of Algoma
15 North Oakwood Road
Oshkosh, WI 54904

PROJECT:	2025 Asphalt Resurfacing Program
CONTRACTOR	Northeast Asphalt, Inc.
Contract No.	A0018-09-25-00260
Project No.	A0018-09-25-00260
Application No.	RETAINER RELEASE
Application Date	September 15, 2025
Period From	06/02/25 To 08/12/25

Application Is Made For Payment In Connection With The Above Contract.

The following documents are attached:

- ☒ Schedule Of Values
☒ Schedule Of Unit Prices
☐ Inventory Of Stored Materials

The Present Status Of The Account For This Contract Is As Follows:

Original Contract	\$ 132,144.70	Completed to date	\$ 125,468.63
Net Change Orders		Retainage	\$
Current Contract Amount	\$ 132,144.70	Sub-total	\$ 125,468.63
		Previous Payments	\$ 119,195.20

Amount Due This Application:	\$ 6,273.43
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The undersigned Contractor hereby swears, under penalty of perjury, that 1) All previous progress payments received from the Owner, on account of work performed under the contract referred to above, have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications For Payment under said contract, being Applications For Payment numbered 1 through 3 inclusive; and 2) All materials and equipment incorporated in said project or otherwise listed in or covered by this Application For Payment are free and clear of all liens, claims, security interests and encumbrances.

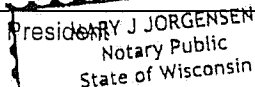
Dated September 15, 2025Northeast Asphalt, Inc.

(contractor)

BY

Brian Enders, Executive Vice PresidentCOUNTY OF Outagamie
STATE OF Wisconsin

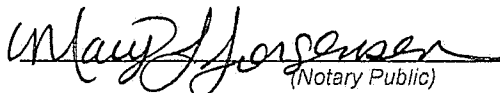
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MARY J. JORGENSEN
Notary Public
State of Wisconsin

Before me on this 15th day of September, personally appeared Brian Enders
known to me, who being duly sworn, did depose and say that he/she is the Exec. Vice President
of the Contractor above mentioned; that he/she executed the above Application For Payment and statement on
behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission Expires:

03/03/27

Mary J. Jorgensen
(Notary Public)



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Maggie Mahoney, Administrator
Date: October 15, 2025
RE: Proposed 2026 Fee Schedule Updates for the Town of Algoma

SUMMARY:

As part of the annual budget process, the Town will be amending its Fees and Licenses Schedule effective January 1, 2026 at the November meeting.

Staff are proposing changes to two of the fees that we would like to discuss with the Board:

1. **Right-of-Way Permits:** Public Works Director Jason Loduha will go over his attached proposal and fee comparison.
2. **Plat Review Fee add to/combined with Site Plan Review Fee:**
Per the attached first page of the Planning Commission application, the town does not charge a fee for the Preliminary Plat Review. That fee is part of the developer's agreement and based on the actual cost of town and town agent review of the application and plat. The application also states that the town charges \$500 for final plat review; however, that fee is not included in the fee schedule.

The town charges \$2,000 for Site Plan reviews as the minimal fee due at the time application submittal. Additional fee charges may occur based on the actual cost of services rendered by the town and town agents required to review the application.

I propose combining the Plat and Site Plan Fees into one budget line and charging \$2,000 for each application as the minimum and charging for an additional review that occur beyond those costs.

In the case of the plats, the developer would pay up to the review fees up front which should cover all review costs in most cases. Staff would continue to track those costs, but likely would not have to bill for them. In the case of a preliminary plat that does not come to fruition, the town would be able to cover those review costs without having to execute a developer's agreement.

RECOMMENDED ACTION: None, this item is for discussion only

ATTACHMENTS:

1. Right of Way Proposal and fee comparison
2. Planning Commission Application first page
3. Current/2025 Adopted Fees and Licenses Schedule

Town of Algoma Right-of-Way (ROW) Fee Proposal

Prepared by: Jason Loduha, Public Works Director

Date: October 15, 2025

Purpose of Proposal

Adopting a new Right-of-Way (ROW) permit fee structure to:

- Recover costs for staff time dedicated to permitting, inspections, and administrative tasks.
- Address potential damage to the right-of-way from utility and private work.
- Align fees with those of surrounding municipalities.
- Provide a clear, consistent, and enforceable permit structure for residents and contractors.

Fee Schedule Comparison & Recommendations

The proposed fees are based on a survey of surrounding towns and cities and are designed to be predictable for residents and contractors.

Permit / Work Type	Current Fee	Proposed Fee
Failure to Obtain Permit	Double the applicable fee	Double the applicable fee
New / Replacement Culvert	\$150	\$250
Temporary Culvert	\$100	\$100
Work in Right-of-Way (General)	\$100	\$100
Replace Asphalt Apron	\$50	\$100
ROW Excavation		\$100
Grading / Cleaning		\$100
Ditch Liners / Drain Tile / Piping		\$100
Other (e.g., sump pump discharge, riprap, etc.)		\$100
Street Opening		\$1000
Boring (Per Bore)		\$125
Linear Footage (per foot)		\$0.15 (up to \$5,000 max)
Curb Cut		\$250
Curb & Gutter		\$250
Road Closure (per day)		\$100

Justification

- **Cost Recovery:** The fees will help offset the cost of staff time and resources used for permitting and inspections, reducing the impact on the town's budget.
- **Infrastructure Protection:** The fees and permits will allow for better oversight of work performed in the right-of-way, helping to prevent damage and ensure proper restoration of town infrastructure.
- **Transparency:** The clear and predictable fee schedule ensures that both residents and contractors know what to expect and can budget for their projects accordingly.

[illegible]

SITE PLAN REVIEW/PLAN COMMISSION APPLICATION

PURPOSE: THE INTENT OF THIS DOCUMENT IS TO PROVIDE A USER-FRIENDLY GUIDE TOWARD NEW DEVELOPMENT STANDARDS AND PRACTICES IN THE TOWN OF ALGOMA. THE TOWN OF ALGOMA ADMINISTERS LAND USE STANDARDS AND RELIES ON CHAPTER 23 TOWN AND COUNTY ZONING STANDARDS THROUGH WINNEBAGO COUNTY.

CONTACTS:

TOWN OF ALGOMA (920) 235-3789 15 N Oakwood Road Oshkosh, WI 54904 https://townofalgoma.org/ PUBLIC WORKS DIRECTOR: publicworks@townofalgoma.org TOWN ADMINISTRATOR: townadmin@townofalgoma.org	WINNEBAGO COUNTY PLANNING/ZONING (920) 232-3344 112 Otter Avenue Oshkosh, WI 54901 https://www.co.winnebago.wi.us/planning-and-zoning
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REGULATIONS:

TOWN OF ALGOMA MUNICIPAL CODE: CHAPTER 225 LAND USE
<https://ecode360.com/30098319>

WINNEBAGO COUNTY CHAPTER 23 TOWN/COUNTY ZONING CODES
<https://www.co.winnebago.wi.us/GeneralCode>

FEE STRUCTURE

REVIEW TYPE	FEE
Certified Survey Map (CSM) Review	200.00
Preliminary Plat Review	TBD*
Final Plat Review	500.00
Condominium Review	350.00
Replat and Assessor's Plat Review	TBD*
Conditional Use Permit Review	350.00
Rezone Review	350.00
Comprehensive Plan Amendment	800.00
Planned Development District Review	1,000.00**
Site Plan Review	2,000.00**

* Fee will be part of the Developer's Agreement. Total fee charged will be based on actual cost of services rendered by the town and town agents required to review the application and plat.

** Minimum fee due at time of application submittal. Additional fee charges may occur based on the actual cost of services rendered by the town and town agents required to review the application.

SITE PLAN REQUIREMENTS

General Requirements: A site plan shall be submitted prior to an application for a building permit. For conditional uses under the Winnebago County Zoning Ordinance, a site plan shall be submitted and reviewed by the Town Planning Commission and Town Board prior to the hearing before the County Planning and Zoning Committee. Any Town of Algoma conditions regarding the conditional use permit would become part of the County's conditional use permit (in non-shoreland areas).

Required Information, A site plan will contain the following:

- ☐ Location Map, which must be legible to indemnify the location within the town
- ☐ Names of adjacent or surrounding streets
- ☐ A survey of the property, drawn to scale of sufficient size to show boundaries (lot lines) of the parcel, include dimensions
- ☐ Location and dimensions of structures and yards
- ☐ The location and dimensions of all parking/loading areas/driveways/intersections
- ☐ Internal traffic patterns, lighting patterns, landscaping patterns, internal signage
- ☐ Location of public and private easements
- ☐ Location of public and private utilities
- ☐ Other relevant information to show compliance with Town of Algoma Municipal Code and Winnebago County Zoning Ordinance

	TOWN OF ALGOMA FEE SCHEDULE	<i>Approved 11/20/24</i>			
				effective 1/1/25	
Code Section	Fee Type	Description	2024	2025	Last updated
RESIDENTIAL BUILDING PERMITS					
	NEW SINGLE FAMILY HOME CONSTRUCTION				
§ Sec. 135	Base Price - Single Family Home	Includes the state seal, an administration fee and 12 total inspections.	5,895.00	5,895.00	8/21/2024
§ Sec. 135	Surveying (4 inspections)	Includes driveway/culvert	2,625.00	2,625.00	8/21/2024
§ Sec. 135	Final Yard Grade Deposit		2,000.00	2,000.00	8/21/2024
§ Sec. 135	Certificate of Occupancy Fee Deposit		500.00	500.00	4/15/2020
§ Sec. 210	Parks and Recreation Facilities Impact		825.00	825.00	4/15/2020
		Single Family Permit Price	11,845.00	11,845.00	
	NEW TWO-FAMILY HOME CONSTRUCTION (DUPLEX)				
§ Sec. 135	Base Price - Duplex	Includes the state seal, an administration fee and 12 total inspections.	5,895.00	5,895.00	8/21/2024
§ Sec. 135	Surveying (4 Inspections)	Includes driveway/culvert	2,625.00	2,625.00	8/21/2024
§ Sec. 135	Final Yard Grade Deposit		2,000.00	2,000.00	8/21/2024
§ Sec. 135	Certificate of Occupancy Fee Deposit		1,000.00	1,000.00	4/15/2020
§ Sec. 210	Parks and Recreation Facilities Impact		1,650.00	1,650.00	4/15/2020
		Duplex Permit Price	13,170.00	13,170.00	
§ Sec. 135	Additional Inspection and Re-inspection	per inspection beyond 12 in base price	160.00	160.00	8/21/2024
§ Sec. 210	Parks and Recreation Facilities Impact Fee	per housing unit	825.00	825.00	4/15/2020
	RESIDENTIAL MODIFICATIONS				
§ Sec. 135	Building Permit (Construction Only)	Building permits are for, but not limited to, additions, remodels, structural changes, foundation repair, accessory buildings and structures (i.e. garages, sheds) equal to or greater than 250 sq ft, and other permanent structures.			
		Includes 2 inspections. Additional required inspections are at the discretion of the building inspector and will be charged on a per inspection basis.		330.00	1/1/2025
		Building permits do NOT cover electrical, plumbing, or HVAC work and inspections. These trades require separate permits as applicable.			
§ Sec. 135	Electrical Permit	Includes 1 electrical inspection	45.00	170.00	4/15/2020
§ Sec. 135	Plumbing Permit	Includes 1 plumbing inspection		170.00	1/1/2025
§ Sec. 135	Heating, Ventilation, Air Conditioning (HVAC) Permit	Includes 1 HVAC inspection		170.00	1/1/2025
§ Sec. 135	Deck/Porch Permit	Includes 3 inspections (footing, framing and final).	105.00	490.00	4/15/2020
§ Sec. 139	Raze Permit	Includes 2 inspections (pre and post raze).	25.00	340.00	4/15/2020

	TOWN OF ALGOMA FEE SCHEDULE	<i>Approved 11/20/24</i>			
				effective 1/1/25	
Code Section	Fee Type	Description	2024	2025	Last updated
§ Sec. 135	Additional Inspection and Re-inspections	Additional inspections are at the discretion of the building inspector based on a project's scope. A re-inspection is required to clear an failed inspections. Fee covers 1 inspection.	30.00	160.00	4/15/2020
WORK WITHIN THE RIGHT OF WAY PERMITS					
§ Sec. 260	New Residential/Commercial Driveway or Field Access		100.00	100.00	4/15/2020
§ Sec. 260	Existing Driveway/Culvert Replacement or Extension		100.00	100.00	4/15/2020
§ Sec. 260	Hot mix asphalt paving of existing driveway approach		50.00	50.00	4/15/2020
§ Sec. 260	Temporary Driveway Culvert Permit		100.00	100.00	4/15/2020
COMMERCIAL BUILDING PERMITS					
§ Sec. 135	Construction		200.00 plus 2.00 for each additional \$1,000 fraction thereof	\$500.00 plus \$.25 per sq. ft.	4/15/2020
§ Sec. 135	Electrical		50.00 plus 13.00 for each additional \$1,000 or fraction thereof	\$500.00 plus \$.25 per sq. ft.	4/15/2020
§ Sec. 135	Heating, Ventilation, Air Conditioning (HVAC)		150.00 plus 5.00 for each additional \$1,000 or fraction thereof	\$250.00 per unit	4/15/2020
§ Sec. 135	Plumbing		150.00 plus 12.00 for each additional \$1.000 or fraction thereof	\$500.00 plus \$.25 per sq. ft.	4/15/2020
§ Sec. 210	Parks and Recreation Facilities Impact Fee	per housing unit	825.00	825.00	4/15/2020
ANIMALS					
§ Sec. 113	Neutered/Spayed Dog	annual charge	10.00	10.00	4/15/2020
§ Sec. 113	Unneutered/Non-spayed Dog	annual charge	15.00	15.00	4/15/2020
§ Sec. 113	Late Fee if license not obtained prior to April 1st.		5.00	10.00	1/1/2025
§ Sec. 113	Running at Large - First offense		25.00	25.00	4/15/2020
§ Sec. 113	Running at Large - Second offense		65.00	65.00	4/15/2020
§ Sec. 113	Dogs improperly housed outside - First offense		50.00	50.00	4/15/2020
§ Sec. 113	Dogs improperly housed outside - Second offense		130.00	130.00	4/15/2020
§ Sec. 113	Inhumane Treatment of Dogs - First time offense		100.00	100.00	4/15/2020
§ Sec. 113	Inhumane Treatment of Dogs - Second offense		300.00	300.00	4/15/2020
§ Sec. 113	Violate limit on number of dogs - First offense		25.00	25.00	4/15/2020
§ Sec. 113	Violate limited on number of dogs - Second offense		65.00	65.00	4/15/2020

	TOWN OF ALGOMA FEE SCHEDULE	<i>Approved 11/20/24</i>			
				effective 1/1/25	
Code Section	Fee Type	Description	2024	2025	Last updated
BUSINESS LICENSES					
§ Sec. 302-1	Transient Business License		100.00	100.00	4/15/2020
§ Sec. 281-1	Soda Water Beverages		20.00	20.00	4/15/2020
§ Sec. 163	Cigarette and Tobacco Products		100.00	100.00	4/15/2020
	Alcohol Beverages				
§ Sec. 105	Class A Liquor License		200.00	200.00	4/15/2020
§ Sec. 105	Class B Liquor License		200.00	200.00	4/15/2020
§ Sec. 105	Class A Beer License		100.00	100.00	4/15/2020
§ Sec. 105	Class B Beer License		100.00	100.00	4/15/2020
§ Sec. 105	Class C Wine License		100.00	100.00	4/15/2020
§ Sec. 105	Temporary Class B (wine) Class B (fermented malt beverages)	Must be a qualifying organization	10.00	10.00	4/15/2020
	Operator's License				
§ Sec. 105	Operator's License		20.00	20.00	4/15/2020
§ Sec. 105	Provisional Operator's License	must apply for a regular Operator's License	15.00	15.00	4/15/2020
§ Sec. 105	Temporary Operator's License	with a Temporary Class B License, valid for 14 days	10.00	10.00	4/15/2020
§ Sec. 105	Operator's License Background Check	Applies to all Operator's Licenses (regular, provisional, and temporary)		7.00	1/1/2025
TOWN HALL RENTAL					
§ Sec. 59	Friday Rental		200.00	200.00	9/6/2023
§ Sec. 59	Friday and Saturday Rental		300.00	300.00	9/6/2023
§ Sec. 59	Saturday or Sunday Rental		250.00	250.00	9/6/2023
§ Sec. 59	Rental Damage Deposit		200.00	200.00	9/6/2023
GARBAGE AND RECYCLING CONTAINERS					
§ Sec. 328-24	Large 96 Gallon Container		95.00 each	95.00 each	9/6/2023
§ Sec. 328-24	Medium 64 Gallon Container		90.00 each	90.00 each	9/6/2023
PUBLICATIONS					
§ Sec. 76	Publication Fee		40.00	40.00	4/15/2020
	Public Records Request	if different from Professional Fees			
§ Sec. 76	Standard Size Copy		\$.25/copy	\$.25/copy	4/15/2020
§ Sec. 76	Other sizes than 8 1/2x11		\$.35/copy	\$.35/copy	4/15/2020
§ Sec. 76	USB Drive		\$25.00/drive	\$25.00/drive	4/15/2020
§ Sec. 76	Statewide Voter Registration System data file		\$25.00 plus \$5.00 per 1,000 voter names	\$25.00 plus \$5.00 per 1,000 voter names	4/15/2020
§ Sec. 76	Email file		\$10.00	\$10.00	4/15/2020

	TOWN OF ALGOMA FEE SCHEDULE	<i>Approved 11/20/24</i>			
				effective 1/1/25	
Code Section	Fee Type	Description	2024	2025	Last updated
§ Sec. 76	Administrative Charges	Requests for records not readily available shall be assessed a processing fee. Fees shall not be payable until a minimum of \$50.00 has accumulated	\$25.00/hour (or fraction of)	\$25.00/hour (or fraction of)	4/15/2020
PARKING					
§ Sec. 320	Parking Violation		25.00	25.00	4/15/2020
LAND DEVELOPMENT (TOWN REVIEW FEES ONLY)					
§ Sec. 225	Certified Survey Map (CSM) Review		200.00	200.00	4/15/2020
§ Sec. 225	Preliminary Plat Review	Fee will be part of the Developers Agreement. Total fee charged will be based on actual cost of services rendered by the town and town agents required to review the application and plat.	TBD	TBD	4/15/2020
§ Sec. 225	Final Plat Review		500.00	500.00	4/15/2020
§ Sec. 225	Condominium Review		350.00	350.00	4/15/2020
§ Sec. 225	Replat and Assessor's Plat Review	Fee will be part of the Developers Agreement. Total fee charged will be based on actual cost of services rendered by the town and town agents required to review the application and plat.	TBD	TBD	4/15/2020
§ Sec. 225	Conditional Use Permit Review		350.00	350.00	4/15/2020
§ Sec. 225	Rezone Review		350.00	350.00	4/15/2020
§ Sec. 225	Comprehensive Plan Amendment		800.00	800.00	4/15/2020
§ Sec. 225	Planned Development District Review	Minimal fee due at the time of application submittal. Additional fee charges may occur based on the actual cost of services rendered by the town and town agents required to review the application.	1,000.00	1,000.00	4/15/2020
§ Sec. 225	Site Plan Review	Minimal fee due at the time of application submittal. Additional fee charges may occur based on the actual cost of services rendered by the town and town agents required to review the application.	2,000.00	2,000.00	4/15/2020
§ Sec. 225-28	Professional Fees	Charge-back for professional services. Covers time, materials, and other related expenses of attorneys, planners, engineers, and other specialists, and their support staff.	Charged at Rate of Expense. Clerk prepares itemized statement.	Charged at Rate of Expense. Clerk prepares itemized statement.	4/15/2020



AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors

From: Maggie Mahoney, Administrator

Date: October 15, 2025

RE: 2025 Administrator's Final Recommended Budget

The Board was presented with budget versions on September 15 and 29 which showed budget shortfalls. In this presentation the Administrator is proposing a balanced budget. In general, expenses have been updated with departmental budget request numbers (Sept 15 version).

The following are significant adjustments to this version of the budget:

Revenues:

Increase \$21,550 Property Tax Levy. Staff checked with the DOR, ambulance service not a covered service so the negative adjustment was removed.

Increase \$19,850 for updated General Transportation Aids

Increase \$21,800 Ambulance Service Fee: Recovers 100% cost. Wis State Stat. §60.565 provides statutory authority

Decrease \$18,000 to use of committed funds for the fire truck refurbishment

Expenses:

Increase \$4,500 IT costs: To ensure equipment, vendor transition, web hosting, licensing costs; .gov conversion and to possibly purchase additional block hours for managed services.

Increase \$14,628.08 health insurance for Office Asst position (vacant)

Increase \$15,000 Traffic Safety within Public Works

Increase \$18,000, Capital Outlay use of General Funds to fund truck refurbishment instead of committed Fire Equipment funds

Next Steps:

Staff is seeking direction from the Board for any additional changes. *This is the final review by the Board before the budget is published and noticed for the public hearing unless another workshop is scheduled.*

The Budget Hearing and Special Town Meeting will be held on November 19, to be following by the regular Town Board meeting where the budget will be adopted.

ATTACHMENTS:

1. 2026 Administrator's Recommended Budget 10.15.25
2. 2026-2030 CIP Projects by Funding Source 10.15.25

Acct. Nbr.	Short Description	Actual 2023	Budget 2023	2023 +/-	2024 Actual	2024 Budget	2024 + / -	2025 Actual 9/30/25	2025 Projected Year End	2025 Budget	9.15.25 Proposed 2026 2%/2% COLA	9.29.25 Proposed 2026 2%/2% COLA	10.15.25 Proposed 2026 2%/2% COLA	% change from 2025 budget	Comments
GENERAL FUND															
100-00-41101-000-000	JONES PARK DEBT SERV LEVY	121,050.00	121,050.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-41102-000-000	GO REFUNDING BONDS LEVY	187,401.00	187,401.00	0.00	358,840.00	358,840.00	0.00	0.00	406,415.00	406,415.00	455,590.00	455,590.00	455,590.00	12.10%	
100-00-41110-000-000	GENERAL PROPERTY TAXES	1,063,410.92	1,123,900.00	-60,489.08	1,137,949.00	1,137,949.00	0.00	0.00	1,049,741.88	1,118,816.00	1,135,710.12	1,114,286.00	1,135,836.00	1.52%	
100-00-41150-000-000	MFL TAXES	6.46	0.00	6.46	245.14	200.00	45.14	2.28	2.28	200.00	2.28	2.28	2.28	-98.86%	
100-00-41801-000-000	PERSONAL PROPERTY TAX INT	20.12	0.00	20.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-41802-000-000	LOTTERY CREDIT	60,581.45	0.00	60,581.45	0.00	0.00	0.00	55,138.38	69,200.00	69,200.00	0.00	0.00	0.00	-100.00%	included with property taxes
TOTAL TAXES		1,432,469.95	1,432,351.00	118.95	1,497,034.14	1,496,989.00	45.14	55,140.66	1,525,359.16	1,594,631.00	1,591,302.40	1,569,878.28	1,591,428.28	-0.20%	
100-00-42300-000-000	SA - 2022 PAVING	25,723.70	0.00	25,723.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
		25,723.70	0.00	25,723.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		#DIV/0!	
100-00-43410-000-000	STATE SHARED REVENUES	61,488.68	61,465.00	23.68	244,294.74	243,624.00	670.74	37,479.99	249,866.58	249,866.58	258,330.91	258,330.91	258,330.91	3.39%	estimate from DOR
100-00-43420-000-000	2% FIRE DUES	36,781.44	33,000.00	3,781.44	42,104.70	33,000.00	9,104.70	46,051.52	46,051.52	42,100.00	46,000.00	46,000.00	46,000.00	9.26%	estimate based in prior year actuals
100-00-43430-000-000	EXEMPT COMPUTER	263.97	270.00	-6.03	263.97	270.00	-6.03	263.97	263.97	270.00	270.00	270.00	263.97	-2.23%	
100-00-43440-000-000	PERSONAL PROPERTY AID	3,290.83	3,291.00	-0.17	3,290.83	3,290.83	0.00	4,685.85	4,685.85	4,685.85	4,685.85	4,685.85	4,685.85	0.00%	
100-00-43530-000-000	TRANSPORTATION AIDS	125,083.40	106,618.00	18,465.40	143,845.91	106,618.00	37,227.91	124,067.10	165,422.80	165,422.80	170,385.48	170,385.48	190,236.22	15.00%	annual increase in 2026 & 2027
100-00-43540-000-000	RECYCLING GRANTS	9,762.32	10,000.00	-237.68	12,471.47	10,000.00	2,471.47	12,432.03	12,432.03	12,500.00	12,500.00	12,500.00	12,500.00	0.00%	
100-00-43550-000-000	VIDEO SERV PROVIDER FEE	15,175.31	15,175.00	0.31	15,175.31	15,175.00	0.31	15,175.31	15,175.31	15,175.00	15,175.00	15,175.00	15,175.31	0.00%	
100-00-43650-000-000	FOREST CROPLAND/MGED FOREST	263.49	0.00	263.49	6.46	6.49	-0.03	0.00	6.46	6.46	6.46	6.46	6.46	0.00%	
100-00-43690-000-000	EMS FLEX GRANT	99,210.00	0.00	99,210.00	150,000.00	0.00	150,000.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-43695-000-000	FIREHOUSE SUBS GRANT				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-43750-000-000	ECONOMIC DEVELOPMENT	0.00	7,600.00	-7,600.00	400.00	7,600.00	-7,200.00	0.00	0.00	7,600.00	8,000.00	8,000.00	8,000.00	5.26%	per March 2025 5 year commitment
100-00-43790-000-000	DNR STORMWATER MGMT GRANT	0.00	62,550.00	-62,550.00	0.00	105,700.00	-105,700.00	150,000.00	150,000.00	43,200.00	55,700.00	55,700.00	55,700.00	28.94%	\$43,200 SW Planning Grant; \$12,500 sw utility study
TOTAL INTRGOVERNMENTAL REV		351,319.44	299,969.00	51,350.44	611,853.39	525,284.32	86,569.07	390,155.77	643,904.52	540,826.69	571,053.70	571,053.70	590,898.72	9.26%	
100-00-44100-000-000	BUSINESS/OCCUP LICENSE	100.00	50.00	50.00	100.00	200.00	-100.00	100.00	100.00	100.00	100.00	100.00	100.00	0.00%	
100-00-44110-000-000	LIQUOR & MALT BEVERAGE LICENSE	562.42	600.00	-37.58	15,655.00	550.00	15,105.00	640.00	640.00	635.00	640.00	640.00	640.00	0.79%	
100-00-44115-000-000	OPERATORS LICENSES	275.00	200.00	75.00	293.00	250.00	43.00	412.00	412.00	400.00	400.00	400.00	400.00	0.00%	
100-00-44116-000-000	CIGARETTE LICENSE	100.00	100.00	0.00	100.00	100.00	0.00	100.00	100.00	100.00	100.00	100.00	100.00	0.00%	
100-00-44117-000-000	SODA WATER LICENSES	80.00	30.00	50.00	100.00	80.00	20.00	0.00	0.00	100.00	0.00	0.00	0.00	-100.00%	
100-00-44120-000-000	OTHER BUSINESS & OCCUP LIC	100.00	100.00	0.00	100.00	0.00	100.00	0.00	0.00	100.00	100.00	100.00	100.00	0.00%	
100-00-44125-000-000	CABLE FRANCHISE INCOME	65,764.77	61,301.00	4,463.77	61,048.27	61,000.00	48.27	45,602.66	61,000.00	61,000.00	61,000.00	61,000.00	61,000.00	0.00%	addl franchise fees possibly pending
100-00-44200-000-000	DOG LICENSES	3,030.00	4,000.00	-970.00	3,177.25	4,000.00	-822.75	2,170.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	0.00%	
100-00-44201-000-000	WINNEBAGO CTY DOG LICENSES	844.73	1,000.00	-155.27	980.89	1,000.00	-19.11	1,048.88	1,100.00	1,100.00	1,050.00	1,050.00	1,050.00	-4.55%	
100-00-44300-000-000	BUILDING PERMITS NEW	21,600.00	12,000.00	9,600.00	63,495.00	12,000.00	51,495.00	93,570.00	102,240.00	102,240.00	100,000.00	100,000.00	100,000.00	-2.19%	
100-00-44301-000-000	BUILDING PERMITS REMODELING	11,684.86	10,000.00	1,684.86	14,400.44	10,000.00	4,400.44	21,905.00	30,000.00	37,500.00	35,000.00	30,000.00	30,000.00	-20.00%	
100-00-44302-000-000	EXTRA INSPECTIONS	0.00	200.00	-200.00	0.00	100.00	-100.00	0.00	0.00	640.00	480.00	480.00	320.00	-50.00%	2 hours of inspections
100-00-44310-000-000	CULVERT PERMITS	2,950.00	1,000.00	1,950.00	3,450.00	1,000.00	2,450.00	2,280.00	1,800.00	1,600.00	0.00	0.00	0.00	-100.00%	included with ROW permit
100-00-44311-000-000	OTHER PERMITS	0.00	250.00	-250.00	69.20	100.00	-30.80	0.00	0.00	100.00	100.00	100.00	100.00	0.00%	
100-00-44400-000-000	ZONING PERMITS & FEE'S	600.00	200.00	400.00	0.00	200.00	-200.00	0.00	0.00	700.00	700.00	700.00	700.00	0.00%	conditionals use, csm, rezoning
100-00-44500-000-000	RIGHT OF WAY	150.00	100.00	50.00	0.00	100.00	-100.00	400.00	1,000.00	3,000.00	5,000.00	5,000.00	5,000.00	66.67%	update with new estimates for ROW program
TOTAL LICENSES AND PERMITS		107,841.78	91,131.00	16,710.78	162,969.05	90,680.00	72,289.05	168,228.54	202,392.00	213,315.00	208,670.00	203,670.00	203,510.00	-4.60%	
100-00-46100-000-000	ASSESSMENT CERTIFICATION'	2,960.00	2,500.00	460.00	3,120.00	2,500.00	620.00	2,000.00	2,800.00	2,800.00	2,800.00	2,800.00	2,800.00	0.00%	
100-00-46101-000-000	LIQUOR LIC PUBLICATION FEE	16.42	80.00	-63.58	-24.06	20.00	-44.06	40.00	40.00	100.00	80.00	80.00	80.00	-20.00%	
100-00-46102-000-000	MISC CHARGES FOR SERVICES	7,323.75	0.00	7,323.75	50.00	0.00	50.00	0.00	0.00	200.00	200.00	200.00	200.00	0.00%	
100-00-46310-000-000	SNOW REMOVAL	7,273.53	8,000.00	-726.47	5,516.73	9,000.00	-3,483.27	0.00	5,500.00	9,000.00	6,800.00	6,800.00	6,800.00	-24.44%	includes \$2k administrative processing fee
100-00-46420-000-000	REFUSE & GARBAGE COLLECTION	711,996.98	712,257.00	-260.02	584,360.34	620,000.00	-35,639.66	-440.00	602,368.12	602,368.12	606,600.00	606,600.00	606,600.00	0.70%	
100-00-46435-000-000	RECYCLING - WINN CTY REBATE	7,944.52	0.00	7,944.52	6,440.86	5,000.00	1,440.86	3,839.82	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	0.00%	
	AMBULANCE SERVICE FEE											196,200.00	218,000.00	#DIV/0!	100% cost recovery
100-00-46720-000-000	PARKLAND FEE INCOME	1,750.00	0.00	1,750.00	20,895.00	10,000.00	10,895.00	5,775.00	8,250.00	9,900.00	9,900.00	9,900.00	9,900.00	0.00%	fee review pending completion of CORP
100-00-46850-000-000	PLAT & SITE PLAN FEES	200.00	0.00	200.00	3,700.00	0.00	3,700.00	5,650.00	6,000.00	6,000.00	6,000.00	8,000.00	6,000.00	0.00%	Site plans and plat reviews
TOTAL PUBLIC CHARGES FOR SERVICES		739,465.20	722,837.00	16,628.20	624,058.87	646,520.00	-22,461.13	16,864.82	629,958.12	635,368.12	637,380.00	835,580.00	855,380.00	34.63%	
100-00-48100-000-000	INTEREST GENERAL ACCOUNTS	46,019.69	2,000.00	44,019.69	40,498.51	2,000.00	38,498.51	23,587.31	32,000.00	29,710.81	25,000.00	25,000.00	25,000.00	-15.86%	
100-00-48101-000-000	ARPA INTEREST	9,872.26	50.00	9,822.26	14,694.26	1,000.00	13,694.26	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-48102-000-000	VERVE ACCTS	1,648.22	1,200.00	448.22	2,210.01	0.00	2,210.01	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-48103-000-000	LGIP							43,044.97	52,000.00	0.00	25,000.00	26,256.94	25,000.00	#DIV/0!	
100-00-48200-000-000	RENT REVENUE	10,825.00	5,000.00	5,825.00	11,300.00	8,000.00	3,300.00	5,700.00	5,700.00	12,000.00	10,000.00	10,000.00	10,000.00	-16.67%	
100-00-48300-000-000	SALE OF FIRE EQUIPMENT	45,954.29	0.00	45,954.29	155,500.00	0.00	155,500.00	12,000.00	12,000.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-48301-000-000	SALE OF GARB/RECYCLING TOTES	5,005.00	2,000.00	3,005.00	7,725.00	3,000.00	4,725.00	1,115.00	2,250.00	2,250.00	0.00	0.00	0.00	-100.00%	
100-00-48302-000-000	SALE OF EQUIPMENT OR PROPERTY	5,220.72		5,220.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-48500-000-000	JONES PARK TREE DONATIONS				0.00	0.00	0.00	150.00	150.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-48900-000-000	OTHER MISC. REVENUES	332.00	0.00	332.00	369.20	0.00	369.20	12,639.35	12,639.35	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL MISC REVENUES		124,877.18	10,250.00	114,627.18	232,296.98	14,000.00	218,296.98	98,236.63	116,739.35	43,960.81	60,000.00	61,256.94	60,000.00	36.49%	
	Proceeds from Long Term Debt										2,217,000.00	2,217,000.00	2,217,000.00	#DIV/0!	\$450k tender, \$300K municipal complex, \$1.157M LPR
	USE OF COMMITTED FUNDS							0.00	40,000.00	0.00	545,500.00	545,500.00	527,500.00	#DIV/0!	storm pond, \$310K LPR reconstruct \$347,500 Spirit Funds, Refurb \$180K

Acct. Nbr.	Short Description	Actual 2023	Budget 2023	2023 +/-	2024 Actual	2024 Budget	2024 + / -	2025 Actual 9/30/25	2025 Projected Year End	2025 Budget	9.15.25 Proposed 2026 2%/2% COLA	9.29.25 Proposed 2026 2%/2% COLA	10.15.25 Proposed 2026 2%/2% COLA	% change from 2025 budget	Comments
100-00-49200-000-000	TRANSFERS FROM OTHER FUNDS	0.00	127,669.00	-127,669.00	380,024.00	445,000.00	-64,976.00	0.00	0.00	40,000.00	110,000.00	110,000.00	110,000.00	175.00%	Jones Park west parking lot
TOTAL OTHER FINANCING SOURCES		0.00	127,669.00	-127,669.00	380,024.00	445,000.00	-64,976.00	0.00	40,000.00	40,000.00	2,872,500.00	2,872,500.00	2,854,500.00	7036.25%	
TOTAL REVENUES		2,781,697.25	2,684,207.00	97,490.25	3,508,236.43	3,218,473.32	289,763.11	728,626.42	3,158,353.15	3,068,101.62	5,940,906.10	6,113,938.92	6,155,717.00	100.64%	
100-00-51100-110-000	TOWN BOARD WAGES	14,550.00	18,000.00	-3,450.00	17,100.00	15,452.00	1,648.00	11,400.00	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	0.00%	
100-00-51100-130-000	TOWN BOARD SOC SEC/MEDICARE				1,320.59	1,125.00	195.59	872.14	1,377.00	1,377.00	1,377.00	1,377.00	1,377.00	0.00%	
100-00-51100-209-000	ATTORNEY LEGAL FIRE DEPT	0.00	5,000.00	-5,000.00	0.00	1,000.00	-1,000.00	0.00	500.00	500.00	500.00	500.00	500.00	0.00%	
100-00-51100-321-000	TOWN BOARD DUES	2,094.42	2,254.00	-159.58	1,535.00	1,400.00	135.00	1,490.00	1,490.00	1,435.00	1,490.00	1,490.00	1,490.00	3.83%	
100-00-51100-390-000	TOWN BOARD MISC EXP	536.54	500.00	36.54	102.00	500.00	-398.00	0.00	500.00	500.00	500.00	500.00	500.00	0.00%	
100-00-51300-210-000	ATTORNEY LEGAL CONTRACT	17,277.50	10,000.00	7,277.50	13,077.74	15,000.00	-1,922.26	1,870.00	12,000.00	14,000.00	14,000.00	14,000.00	14,000.00	0.00%	
100-00-51300-218-000	ATTORNEY ORD CODIFICATION	1,195.00	2,000.00	-805.00	1,195.00	2,000.00	-805.00	1,195.00	1,195.00	1,200.00	3,000.00	3,000.00	4,000.00	233.33%	annual maintenance and updates
100-00-51400-200-000	GEN GOVT HR/PERSONNEL	93.40	1,000.00	-906.60	0.00	500.00	-500.00	228.82	300.00	400.00	200.00	200.00	200.00	-50.00%	contracted services
100-00-51400-305-000	GEN GOVT HR/PERSONNEL SUPPLIES/EXP										400.00	400.00	400.00	#DIV/0!	town logo apparel, staff appreciation
100-00-51400-310-000	GEN GOVT OFFICE SUPPLIES	3,993.31	3,000.00	993.31	4,923.94	3,000.00	1,923.94	1,232.53	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	0.00%	
100-00-51400-315-000	GEN GOVT OFFICE EQUIPMENT	5,062.37	2,500.00	2,562.37	3,474.03	2,500.00	974.03	7,246.78	7,250.00	6,500.00	6,500.00	6,500.00	6,500.00	0.00%	MFD contract, AD-AN-01 computer equip \$4K
100-00-51400-320-000	GEN GOVT PUBLISHING & PRINTING	2,970.87	8,000.00	-5,029.13	3,020.33	5,000.00	-1,979.67	202.22	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	0.00%	
100-00-51400-330-000	GEN GOVT MILEAGE	242.92	1,000.00	-757.08	0.00	800.00	-800.00	0.00	0.00	250.00	0.00	0.00	0.00	-100.00%	
100-00-51400-342-000	GEN GOVT COMPUTER & WEBSITE MA	24,452.42	15,000.00	9,452.42	43,180.98	18,000.00	25,180.98	13,034.41	22,000.00	20,300.00	15,500.00	20,500.00	25,000.00	23.15%	block hours; software and web hosting annual
100-00-51400-390-000	GEN GOVT MISC EXP	585.73	1,419.00	-833.27	6,132.03	1,000.00	5,132.03	347.75	400.00	1,000.00	500.00	500.00	500.00	-50.00%	shredding
100-00-51410-110-000	ADMINISTRATOR WAGES	83,541.81	91,137.00	-7,595.19	96,866.74	95,254.40	1,612.34	82,871.23	110,853.74	110,853.74	114,201.52	119,409.45	119,409.45	7.72%	
100-00-51410-130-000	ADMINISTRATOR SOC SEC/MEDICARE	19,623.12	19,955.00	-331.88	7,176.22	7,286.96	-110.74	6,304.98	8,480.31	8,480.31	8,736.42	9,134.82	9,134.82	7.72%	
100-00-51410-131-000	ADMINISTRATOR WRS				6,609.95	6,572.55	37.40	5,759.57	7,704.33	7,704.33	8,222.51	8,597.48	8,597.48	11.59%	
100-00-51410-132-000	ADMINISTRATOR HEALTH INSURANCE				6,128.90	16,136.64	-10,007.74	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-51410-133-000	ADMINISTRATOR LIFE INSURANCE				0.00	0.00	0.00	135.53	167.40	167.40	151.20	151.20	151.20	-9.68%	
100-00-51410-380-000	ADMINISTRATOR DEPT EXPENSES	343.86	3,000.00	-2,656.14	13,635.64	1,000.00	12,635.64	1,444.73	2,000.00	2,000.00	4,000.00	4,000.00	4,000.00	100.00%	Plan It, moving costs
100-00-51411-110-000	OFFICE ASST WAGES	34,189.10	36,816.00	-2,626.90	30,077.40	20,904.53	9,172.87	25,845.54	28,600.00	34,611.20	32,711.89	32,711.89	32,711.89	-5.49%	
100-00-51411-130-000	OFFICE ASST SOC SEC/MEDICARE	16,047.58	15,773.00	274.58	2,183.24	1,599.19	584.05	1,972.99	2,188.00	2,647.76	2,502.46	2,502.46	2,502.46	-5.49%	
100-00-51411-131-000	OFFICE ASST WRS				0.00	0.00	0.00	1,796.27	1,973.00	2,405.48	2,355.26	2,355.26	2,355.26	-2.09%	
100-00-51411-132-000	OFFICE ASST HEALTH INSURANCE							31.60	29.15		0.00	0.00	14,628.08	#DIV/0!	
100-00-51411-133-000	OFFICE ASST LIFE INSURANCE				0.00	0.00	0.00	0.00	0.00	26.16	24.48	24.48	24.48	-6.42%	
100-00-51411-380-000	OFFICE ASST DEPT EXP	7,651.50	1,000.00	6,651.50	0.00	0.00	0.00	0.00	0.00	200.00	200.00	200.00	200.00	0.00%	
100-00-51420-110-000	CLERK TREAS WAGES	63,831.96	79,505.00	-15,673.04	69,061.56	69,061.59	-0.03	53,441.92	71,737.34	71,487.34	73,646.26	78,951.14	78,951.14	10.44%	
100-00-51420-130-000	CLERK TREAS SOC SEC/MEDICARE	24,237.07	26,186.00	-1,948.93	5,069.70	5,283.21	-213.51	3,924.76	5,487.91	5,468.78	5,633.94	6,039.76	6,039.76	10.44%	
100-00-51420-131-000	CLERK TREAS WRS				4,761.31	4,765.24	-3.93	3,714.21	4,985.62	4,968.37	5,302.53	5,684.48	5,684.48	14.41%	
100-00-51420-132-000	CLERK TREAS HEALTH INSURANCE				20,175.91	22,778.04	-2,602.13	15,758.39	20,905.32	20,905.32	22,514.28	22,514.28	22,514.28	7.70%	estimated 8% increase
100-00-51420-133-000	CLERK TREAS LIFE INSURANCE						0.00	0.00	0.00	72.00	0.00	0.00	0.00	-100.00%	
100-00-51420-380-000	CLERK TREAS DEPT EXPENSES	996.19	3,100.00	-2,103.81	4,452.89	2,500.00	1,952.89	3,220.83	4,000.00	2,500.00	10,350.00	10,350.00	10,400.00	316.00%	Workhorse, memberships (recurring charges)
100-00-51420-390-000	CLERK TREAS MISC EXP	3,117.31	4,000.00	-882.69	6,357.34	8,000.00	-1,642.66	11,253.65	13,500.00	15,000.00	9,000.00	9,000.00	9,000.00	-40.00%	mileage, development (not recurring)
100-00-51421-110-000	DEPUTY CLERK TREAS WAGES	5,200.00	0.00	5,200.00	50,463.73	48,296.60	2,167.13	39,637.02	47,000.00	50,887.76	41,542.56	41,542.56	41,542.56	-18.36%	
100-00-51421-130-000	DEP CLERK TR SOC SEC/MEDICARE				3,757.75	3,722.18	35.57	2,954.77	3,600.00	3,892.91	3,177.01	3,178.01	3,178.01	-18.36%	
100-00-51421-131-000	DEPUTY CLERK TREAS WRS				3,512.94	3,332.42	180.52	2,777.01	3,243.00	3,536.70	2,990.13	2,991.06	2,991.06	-15.43%	
100-00-51421-132-000	DEPUTY CLERK TREAS HEALTH				15,404.10	15,593.16	-189.06	8,430.88	11,500.00	14,652.11	22,514.28	22,514.28	22,514.28	53.66%	
100-00-51421-133-000	DEPUTY CLERK TREAS LIFE INSURANCE				0.00		0.00	206.20	206.20	308.28	150.00	0.00	0.00	-100.00%	
100-00-51421-390-000	DEPUTY CLERK TREAS MISC EXP				2,261.32	500.00	1,761.32	191.78	200.00	500.00	500.00	500.00	500.00	0.00%	mileage and development
100-00-51440-110-000	ELECTIONS WAGES	3,662.38	5,000.00	-1,337.62	12,170.80	12,000.00	170.80	3,949.03	3,949.03	5,000.00	13,000.00	13,000.00	13,000.00	160.00%	4 elections and staffing for inperson absentee
100-00-51440-380-000	ELECTIONS DEPT EXPENSES	8,503.13	5,000.00	3,503.13	5,002.58	5,000.00	2.58	1,712.60	2,000.00	5,000.00	6,000.00	6,000.00	6,000.00	20.00%	4 elections
100-00-51510-211-000	AUDITOR AUDIT CONTRACT	14,000.00	15,500.00	-1,500.00	17,566.50	16,000.00	1,566.50	19,915.35	20,000.00	16,000.00	18,000.00	18,000.00	18,000.00	12.50%	audit contract and additional services as needed
100-00-51530-212-000	ASSMT OF PROP ASSESSOR CONTRAC	23,600.00	23,600.00	0.00	55,440.00	55,440.00	0.00	22,122.00	28,000.00	28,000.00	28,000.00	28,000.00	28,000.00	0.00%	
100-00-51530-380-000	BOARD OF REVIEW DEPT EXPENSES	260.00	300.00	-40.00	556.80	300.00	256.80	210.00	210.00	60.00	350.00	350.00	350.00	483.33%	
100-00-51530-390-000	ASSMT OF PROP MISC EXP	11.24	100.00	-88.76	0.00	100.00	-100.00	0.00	0.00	100.00	100.00	100.00	100.00	0.00%	
100-00-51600-220-000	TOWN HALL UTILITIES	7,801.06	10,000.00	-2,198.94	7,914.64	8,000.00	-85.36	6,277.35	8,000.00	8,000.00	8,300.00	8,200.00	8,300.00	3.75%	
100-00-51600-221-000	TOWN HALL GRASS/SNOW	2,852.79	3,000.00	-147.21	3,360.00	3,000.00	360.00	2,394.76	3,000.00	3,000.00	3,100.00	3,000.00	3,100.00	3.33%	
100-00-51600-223-000	TOWN HALL PHONE	3,274.30	5,000.00	-1,725.70	2,809.30	4,000.00	-1,190.70	2,144.48	3,000.00	4,000.00	8,000.00	7,000.00	8,000.00	100.00%	\$4k for one time change to phone service
100-00-51600-225-000	TOWN HALL JANITORIAL	4,199.04	3,500.00	699.04	8,713.80	6,000.00	2,713.80	4,767.95	6,500.00	6,500.00	6,700.00	6,500.00	6,700.00	3.08%	
100-00-51600-380-000	TOWN HALL DEPT EXPENSES	11,456.39	5,000.00	6,456.39	8,810.51	5,000.00	3,810.51	3,265.10	7,000.00	7,000.00	7,200.00	6,500.00	7,200.00	2.86%	
100-00-51600-510-000	TOWN HALL PROP/LIAB INSURANCE	8,747.00	9,500.00	-753.00	3,009.65	10,000.00	-6,990.35	14,924.97	14,924.97	3,700.00	3,700.00	15,000.00	14,000.00	278.38%	
100-00-51600-820-000	TOWN HALL IMPROVEMENTS	16,786.31	10,000.00	6,786.31	3,687.58	5,000.00	-1,312.42	0.00	3,000.00	3,000.00	3,100.00	2,000.00	3,100.00	3.33%	unplanned maintenance/repairs
100-00-51900-313-000	OTHER GEN GOV POSTAGE	2,288.40	8,000.00	-5,711.60	3,602.63	6,000.00	-2,397.37	1,136.46	2,500.00	2,500.00	3,700.00	3,700.00	3,700.00	48.00%	increase due to elections
100-00-51900-390-000	OTH GEN GOV MISC EXP		104.00	-104.00	86.50	100.00	-13.50	270.00	70.00	56.50	200.00	200.00	200.00	253.98%	
100-00-51900-510-000	OTH GEN GOV PROP/LIAB INSURANC	4,479.00	5,000.00	-521.00	8,522.53	5,000.00	3,522.53	7,837.33	9,300.00	11,000.00	9,000.00	9,000.00	11,000.00	0.00%	
100-00-51900-515-000	OTHER GEN GOV UNEMPLOY. COMP	0.00	1,500.00	-1,500.00	0.00	1,000.00	-1,000.00	0.00	0.00	200.00	200.00	200.00	200.00	0.00%	
	GenGvt - Prrll Exp	14,907.50	17,796.00	-2,888.50			0.00								
TOTAL GENERAL GOVERNMENT		458,662.52	478,045.00	-19,382.48	584,272.10	5									

Acct. Nbr.	Short Description	Actual 2023	Budget 2023	2023 +/-	2024 Actual	2024 Budget	2024 + / -	2025 Actual 9/30/25	2025 Projected Year End	2025 Budget	9.15.25 Proposed 2026 2%/2% COLA	9.29.25 Proposed 2026 2%/2% COLA	10.15.25 Proposed 2026 2%/2% COLA	% change from 2025 budget	Comments
100-00-52200-124-000	FD SAFETY/TRNG OFFICER SALARY	1,800.00	1,200.00	600.00	1,880.00	1,200.00	680.00	1,750.00	2,400.00	1,200.00	1,200.00	1,200.00	2,400.00	100.00%	
100-00-52200-125-000	FD STAND BY PAY	7,922.00	21,500.00	-13,578.00	3,810.00	21,500.00	-17,690.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-52200-126-000	FD DRILL & FIRE ALLOWANCE	9,372.50	13,000.00	-3,627.50	9,808.75	13,000.00	-3,191.25	8,385.00	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00	0.00%	
100-00-52200-130-000	FD SOC SEC/MEDICARE				4,041.77	9,594.00	-5,552.23	3,008.70	2,900.00	2,900.00	2,900.00	2,900.00	2,900.00	0.00%	
100-00-52200-215-000	FD TOWN ALLOW TO FD	1,000.00	1,000.00	0.00	1,555.69	1,000.00	555.69	1,954.19	1,954.19	1,000.00	1,000.00	1,000.00	2,000.00	100.00%	
100-00-52200-220-000	FD UTILITIES	7,411.64	6,500.00	911.64	7,128.55	6,500.00	628.55	5,484.76	6,695.00	6,695.00	6,695.00	6,695.00	6,695.00	0.00%	
100-00-52200-221-000	FD GRASS/SNOW	1,050.00	4,000.00	-2,950.00	3,245.00	4,000.00	-755.00	2,545.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	0.00%	
100-00-52200-223-000	FD PHONE	2,224.74	3,000.00	-775.26	722.17	3,000.00	-2,277.83	576.78	650.00	650.00	650.00	650.00	650.00	0.00%	
100-00-52200-224-000	FD COMPUTER & WEBSITE				1,209.56	4,200.00	-2,990.44	4,720.25	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	0.00%	
100-00-52200-331-000	FD TRAINING	7,444.82	9,000.00	-1,555.18	8,169.22	9,000.00	-830.78	8,973.15	9,270.00	9,270.00	9,270.00	9,270.00	9,270.00	0.00%	
100-00-52200-341-000	FD SUPPLIES	4,907.30	3,500.00	1,407.30	14,324.06	3,500.00	10,824.06	6,233.42	7,000.00	3,500.00	6,000.00	6,000.00	6,000.00	71.43%	based on actuals
100-00-52200-360-000	FD VEHICLE MAINT	42,124.93	11,000.00	31,124.93	22,827.07	11,000.00	11,827.07	10,444.17	25,000.00	25,000.00	22,500.00	22,500.00	22,500.00	-10.00%	based on actuals
100-00-52200-361-000	FD FIRE HALL MAINT	8,031.89	10,000.00	-1,968.11	3,213.07	10,000.00	-6,786.93	9,108.27	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	0.00%	
100-00-52200-362-000	FD SERVICE/REPAIR EQUIP	7,032.64	4,000.00	3,032.64	5,898.70	5,000.00	898.70	4,244.28	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00	0.00%	
100-00-52200-380-000	FD DEPT EXPENSES	1,421.32	1,500.00	-78.68	1,583.19	1,500.00	83.19	31.50	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	0.00%	
100-00-52200-390-000	FD MISC EXP	3,555.70	1,000.00	2,555.70	2,816.35	1,000.00	1,816.35	438.31	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	0.00%	
	FD ACCIDENT/INJURY INSURANCE												2,000.00	#DIV/0!	separating from property insurance
100-00-52200-510-000	FD PROP/LIAB INSURANCE	29,216.00	21,000.00	8,216.00	13,211.99	22,500.00	-9,288.01	30,940.30	30,000.00	23,000.00	23,000.00	31,000.00	28,000.00	21.74%	
100-00-52200-810-000	FD EQUIPMENT	34,021.06	4,000.00	30,021.06	175,308.65	4,000.00	171,308.65	3,450.78	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	0.00%	
100-00-52210-000-000	2% FIRE DUES SERVICE AWARD	0.00	10,000.00	-10,000.00	10,030.00	10,000.00	30.00	10,000.25	10,000.25	10,300.00	10,300.00	10,300.00	10,300.00	0.00%	
100-00-52210-128-000	2% FIRE DUES INSPECT REL TRAIN	-150.00	500.00	-650.00	0.00	500.00	-500.00	0.00	515.00	515.00	515.00	515.00	515.00	0.00%	
100-00-52210-322-000	2% FIRE DUES FIRE INSPECT & PU	3,949.09	5,500.00	-1,550.91	7,521.67	5,500.00	2,021.67	4,220.00	5,665.00	5,665.00	5,665.00	5,665.00	5,665.00	0.00%	
100-00-52210-810-000	2% FIRE DUES DIST EQUIPMENT	125.60	17,000.00	-16,874.40	9,560.00	17,000.00	-7,440.00	9,560.00	9,560.00	17,510.00	17,510.00	17,510.00	17,510.00	0.00%	
100-00-52220-000-000	PUBLIC FIRE PROTECTION	165,827.00	165,827.00	0.00	165,932.26	165,827.00	105.26	165,827.00	165,827.00	165,827.00	170,802.00	170,802.00	170,802.00	3.00%	
100-00-52300-000-000	AMBULANCE	24,937.20	24,937.00	0.20	24,980.40	25,207.20	-226.80	78,283.80	78,283.80	78,283.80	218,462.00	218,000.00	218,000.00	178.47%	\$31.20 per capita for 2025 service
	Flex Grant Funds Used	103,680.00	0.00	103,680.00			0.00	0.00	0.00		0.00	0.00	0.00	#DIV/0!	
100-00-52302-000-000	FIREHOUSE SUBS GRANT FUNDS	18,070.00	0.00	18,070.00	12,380.00	0.00	12,380.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-52310-122-000	FIRST RESPONDER CAPT SALARY	2,291.63	2,625.00	-333.37	2,499.96	2,625.00	-125.04	1,874.97	2,499.96	2,625.00	2,625.00	2,625.00	2,625.00	0.00%	
100-00-52310-127-000	FIRST RESPONDER CALL ALLOWANCE	11,368.75	10,000.00	1,368.75	15,400.00	10,000.00	5,400.00	11,805.00	15,500.00	15,500.00	15,500.00	15,500.00	15,500.00	0.00%	
100-00-52310-130-000	FIRST RESPONDER SOC SEC/MEDICA				1,319.46	0.00	1,319.46	1,046.80	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	0.00%	
100-00-52310-331-000	FIRST RESPONDER TRAINING	2,261.23	2,000.00	261.23	1,080.00	2,000.00	-920.00	1,524.99	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	0.00%	
100-00-52310-390-000	FIRST RESPONDER MISC EXP	0.00	201.00	-201.00	0.00	200.00	-200.00	0.00	200.00	200.00	200.00	200.00	200.00	0.00%	
100-00-52310-810-000	FIRST RESPONDER EQUIPMENT	3,630.52	6,000.00	-2,369.48	1,581.56	6,000.00	-4,418.44	3,484.03	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	0.00%	
100-00-52400-130-000	BUILDING INSPECTOR SOC SEC/MED				869.05	1,606.50	-737.45	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-52400-213-000	BUILDING INSPECTOR CONTRACT	20,427.00	21,000.00	-573.00	63,983.82	21,000.00	42,983.82	56,362.85	115,000.00	115,000.00	110,000.00	110,000.00	110,000.00	-4.35%	
100-00-52400-390-000	BUILDING INSPECTOR MISC EXP	0.00	1,200.00	-1,200.00	21,240.96	1,200.00	20,040.96	337.60	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
	Pub Safety - Ppyrl Exp	6,145.89	11,200.00	-5,054.11			0.00							#DIV/0!	
TOTAL PUBLIC SAFETY		552,446.18	416,590.00	135,856.18	642,532.81	423,559.70	218,973.11	463,366.06	567,020.20	562,740.80	702,894.00	710,432.00	711,632.00	26.46%	
100-00-53001-000-000	GENERAL ENGINEERING							199.11	10,000.00	10,000.00	25,000.00	25,000.00	25,000.00	150.00%	PW-26-04 Clairville extension prelim engineering
100-00-53100-110-000	PUBLIC WORKS WAGES				0.00	0.00	0.00	39,373.10	66,706.46	67,000.00	84,476.48	84,991.58	84,991.58	26.85%	
100-00-53100-130-000	PUBLIC WORKS SOC SEC/MEDICARE				0.00	3,000.00	-3,000.00	3,012.04	5,103.04	5,125.00	6,462.45	6,501.86	6,501.86	26.87%	
100-00-53100-131-000	PUBLIC WORKS WRS							2,736.44	4,602.74	4,657.00	6,082.31	6,119.39	6,119.39	31.40%	
100-00-53100-132-000	PUBLIC WORKS HEALTH INS							0.00	0.00	18,260.00	0.00	0.00	0.00	-100.00%	
100-00-53100-133-000	PUBLIC WORKS LIFE INSURANCE							0.00	106.28	0.00	118.08	118.08	118.08	#DIV/0!	
100-00-53100-380-000	PUBLIC WORKS DEPT EXPENSES							4,523.57	5,000.00	5,000.00	5,200.00	5,200.00	5,200.00	4.00%	
100-00-53101-000-000	GENERAL MAINT LOCAL RDS	212,779.08	100,000.00	112,779.08	147,961.64	130,000.00	17,961.64	29,636.31	115,000.00	115,000.00	120,000.00	120,000.00	120,000.00	4.35%	
100-00-53102-000-000	HWY & ST. CONST LOCAL RDS	168,281.94	125,000.00	43,281.94	154,272.58	155,000.00	-727.42	130,881.57	140,000.00	160,000.00	160,000.00	160,000.00	160,000.00	0.00%	PW-AN-04
100-00-53103-000-000	TRAFFIC CONTROL	1,761.80	3,000.00	-1,238.20	1,083.95	1,500.00	-416.05	94.69	1,500.00	1,500.00	1,500.00	1,500.00	16,500.00	1000.00%	
100-00-53104-000-000	RD INSPECTOR HRLY WAGE	9,632.00	20,000.00	-10,368.00	13,727.00	30,000.00	-16,273.00	957.00	957.00	0.00				#DIV/0!	
100-00-53104-130-000	RD INSPECTOR SOC SEC/MEDICARE				1,060.33	0.00	1,060.33	73.20	73.20	0.00				#DIV/0!	
100-00-53104-390-000	RD INSPECTOR MISC	0.00	6,000.00	-6,000.00	1,058.07	16,253.00	-15,194.93	142.89	142.89	0.00				#DIV/0!	
100-00-53105-000-000	DRAINAGE & CULVERTS	11,152.68	10,000.00	1,152.68	18,351.34	20,000.00	-1,648.66	16,867.58	20,000.00	15,000.00	20,000.00	20,000.00	20,000.00	33.33%	
100-00-53106-000-000	SNOW REMOVAL EXPENSE	81,283.77	100,000.00	-18,716.23	83,339.30	120,000.00	-36,660.70	58,103.76	100,000.00	101,557.37	105,000.00	105,000.00	105,000.00	3.39%	
100-00-53107-000-000	SNOW REMOVAL PRIV ROADS	3,841.95	9,000.00	-5,158.05	3,795.10	9,000.00	-5,204.90	3,688.63	5,000.00	9,000.00	5,000.00	5,000.00	5,000.00	-44.44%	estimate, pending new contract rates
100-00-53420-000-000	STREET LIGHTING	7,885.04	11,000.00	-3,114.96	9,363.77	9,000.00	363.77	6,340.22	9,000.00	9,000.00	9,300.00	9,300.00	9,300.00	3.33%	
100-00-53432-000-000	SIDEWALK MAINT	0.00	1,500.00	-1,500.00	0.00	1,500.00	-1,500.00	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	0.00%	
100-00-53440-450-000	STORM WATER PLANNING	4,452.82	26,868.00	-22,415.18	3,295.90	5,000.00	-1,704.10	1,170.00	5,000.00	5,000.00	5,000.00	5,000.00	4,000.00	-20.00%	MS4
100-00-53440-451-000	STORM WATER MANAGEMENT	21,342.12	50,000.00	-28,657.88	29,394.57	50,000.00	-20,605.43	18,089.87	30,000.00	30,000.00	33,000.00	33,000.00	35,000.00	16.67%	NEWSC, illicit discharge, pond O&M/ecological, mainten
100-00-53630-000-000	REFUSE & GARBAGE COLLECTION	391,425.77	392,425.00	-999.23	433,334.40	437,944.00	-4,609.60	280,032.12	430,780.00	430,780.00	416,444.00	416,444.00	416,444.00	-3.33%	
100-00-53635-000-000	RECYCLING	181,873.38	196,934.00	-15,060.62	200,229.48	198,235.00	1,994.48	140,069.25	193,500.00	193,500.00	219,866.40	219,866.40	219,866.40	13.63%	
100-00-53635-343-000	RECYCLING TOTES GARB/RECY	1,352.25	0.00	1,352.25	4,068.30	0.00	4,068.30	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-53640-000-000	WEED & NUISANCE CONTROL	533.35	1,500.00	-966.65	22.28	1,000.00	-977.72	0.00	200.00	200.00	100.00	100.00	100.00	-5	

Acct. Nbr.	Short Description	Actual 2023	Budget 2023	2023 +/-	2024 Actual	2024 Budget	2024 + / -	2025 Actual 9/30/25	2025 Projected Year End	2025 Budget	9.15.25 Proposed 2026 2%/2% COLA	9.29.25 Proposed 2026 2%/2% COLA	10.15.25 Proposed 2026 2%/2% COLA	% change from 2025 budget	Comments
100-00-55200-110-000	PARKS WAGES	6,082.34	10,000.00	-3,917.66	5,225.00	10,000.00	-4,775.00	4,138.52	4,138.52	8,000.00	4,000.00	4,000.00	4,000.00	-50.00%	
100-00-55200-130-000	PARKS SOC SEC/MEDICARE				391.13	0.00	391.13	316.59	316.59	612.00	306.00	306.00	306.00	-50.00%	
100-00-55200-363-000	PARKS MAINTENANCE EXP	19,548.83	26,500.00	-6,951.17	33,171.51	25,000.00	8,171.51	21,915.13	20,000.00	20,000.00	21,000.00	21,000.00	21,000.00	5.00%	
100-00-55200-390-000	PARKS MISC EXP				553.87	3,000.00	-2,446.13	1,358.97	1,500.00	2,000.00	1,000.00	1,000.00	1,000.00	-50.00%	
100-00-55201-820-000	PARKS IMPROVEMENTS	27,004.39	8,000.00	19,004.39	1,788.78	5,000.00	-3,211.22	0.00	0.00	2,500.00	5,000.00	5,000.00	5,000.00	100.00%	CR-26-02 Lake Butte des Morts Public Landing \$5K
TOTAL CULTURE, REC & EDU		52,635.56	44,500.00	8,135.56	41,130.29	43,000.00	-1,869.71	27,729.21	25,955.11	33,112.00	31,306.00	31,306.00	31,306.00	-5.45%	
100-00-56200-110-000	ECONOMIC DEV COMMITTEE WAGES	0.00	1,320.00	-1,320.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-56200-455-000	ECONOMIC DEV WC-IDB	0.00	7,600.00	-7,600.00	0.00	7,600.00	-7,600.00	0.00	0.00	7,600.00	8,000.00	8,000.00	8,000.00	5.26%	offset by revenue
100-00-56200-456-000	ECONOMIC DEV T.I.F.				29,240.14	10,000.00	19,240.14	0.00	0.00	1,000.00	10,000.00	10,000.00	10,000.00	900.00%	
100-00-56200-457-000	ECONOMIC DEV 21 SOUTH				0.00	0.00	0.00	0.00	0.00	1,800.00	10,000.00	10,000.00	10,000.00	455.56%	
100-00-56300-110-000	PLANNING COMMISSION WAGES	1,269.00	1,800.00	-531.00	1,975.00	1,800.00	175.00	2,150.00	2,200.00	1,800.00	2,000.00	2,000.00	2,200.00	22.22%	
100-00-56300-390-000	PLANNING COMMISSION MISC EXP	6,593.68	48,755.00	-42,161.32	12,698.47	50,000.00	-37,301.53	36.00	36.00	500.00	200.00	200.00	200.00	-60.00%	
100-00-56400-452-000	LAND USE/ZONING SURVEYING &FYG	5,430.00	5,000.00	430.00	15,576.33	5,000.00	10,576.33	10,215.23	12,000.00	3,000.00	5,000.00	8,000.00	8,000.00	166.67%	
100-00-56400-453-000	LAND USE/ZONING ENGINEERING	9,246.84	10,000.00	-753.16	3,037.92	50,000.00	-46,962.08	14,347.89	39,000.00	39,000.00	10,000.00	10,000.00	10,000.00	-74.36%	
100-00-56400-454-000	LAND USE/ZONING STM WATER POND	5,490.14	20,000.00	-14,509.86	83,262.73	125,000.00	-41,737.27	0.00	60,000.00	50,000.00	50,000.00	50,000.00	50,000.00	0.00%	SW-24-01 \$25K stormwater utility study & \$18,040 planning grant
TOTAL CONSERVE & DEV		28,029.66	94,475.00	-66,445.34	145,790.59	249,400.00	-103,609.41	26,749.12	113,236.00	104,700.00	95,200.00	98,200.00	98,400.00	-6.02%	
100-00-57100-000-000	LRP ENGINEERING & CONSTRUCT	24,964.03	0.00	24,964.03	204,470.39	60,000.00	144,470.39	152,933.06	200,000.00	50,000.00	100,000.00	100,000.00	100,000.00	100.00%	PW-26-02
100-00-57101-000-000	LRP EST/ACQUIS/LEGAL	41,895.32	0.00	41,895.32	0.00	0.00	0.00	4,650.00	4,650.00	0.00	210,000.00	210,000.00	210,000.00	#DIV/0!	PW-26-02
100-00-57102-000-000	LPR SOUTH LEG ROUNDABOUT						0.00	5,000.00	40,000.00	40,000.00	347,500.00	347,500.00	347,500.00	768.75%	PW-26-01 LPR/21 roundabout south leg
100-00-57103-000-000	PUBLIC WORKS VEHICLE						0.00	21,446.20	21,446.20	25,000.00	0.00	0.00	0.00	-100.00%	
100-00-57200-000-000	RESERVE FOR TOWN REVALUATION	0.00	10,000.00	-10,000.00	0.00	10,000.00	-10,000.00	0.00	0.00	10,000.00	10,000.00	10,000.00	10,000.00	0.00%	
100-00-57300-000-000	JONES POND	519.40	3,000.00	-2,480.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-57301-000-000	BELLHAVEN LANE POND	24,096.64	125,100.00	-101,003.36	340,246.52	30,000.00	310,246.52	15,587.07	25,902.07	0.00	0.00	0.00	0.00	#DIV/0!	
100-00-57302-000-000	LEONARD POINT DETENTION POND				20,715.17	8,738.00	11,977.17	3,500.00	10,000.00	78,000.00	1,157,000.00	1,157,000.00	1,157,000.00	1383.33%	SW-26-01
100-00-57400-000-000	FIRE EQUIPMENT	0.00	83,000.00	-83,000.00	229,712.19	256,000.00	-26,287.81	0.00	0.00	0.00	764,000.00	764,000.00	764,000.00	#DIV/0!	FD-26-01 tender \$450K, FD-25-01 refurb \$314K
	TOWN HALL BOILER REPLACEMENT							0.00	24,970.00	0.00				#DIV/0!	
	RESERVE FOR FIRE EQUIPMENT										0.00	0.00	0.00	#DIV/0!	
	SERVER REPLACEMENT										10,000.00	10,000.00	10,000.00	#DIV/0!	AD-26-01
	MUNICIPAL COMPLEX ENG/CONSTRUCT										200,000.00	200,000.00	200,000.00	#DIV/0!	BD-26-01
	MUNICIPAL COMPLEX EST/ACQUIS/LEGAL										100,000.00	100,000.00	100,000.00	#DIV/0!	BD-26-01
100-00-57500-000-000	JONES PARK	150.96	0.00	150.96	0.00	30,000.00	-30,000.00	0.00	35,000.00	35,000.00	110,000.00	110,000.00	110,000.00	214.29%	CR-25-01 Jones Park west parking lot
TOTAL CAPITAL OUTLAY		91,626.35	281,100.00	-189,473.65	795,144.27	394,738.00	400,406.27	203,116.33	361,968.27	238,000.00	3,008,500.00	3,008,500.00	3,008,500.00	1164.08%	
100-00-58100-610-000	GO REFUNDING BOND PRINCIPAL				220,000.00	220,000.00	0.00	275,000.00	275,000.00	406,415.00	455,590.00	335,000.00	335,000.00	-17.57%	
	Jones Park	120,863.32	121,050.00	-186.68			0.00	0.00	0.00	0.00		0.00	0.00	#DIV/0!	
100-00-58200-620-000	OMRO ROAD INTEREST	141,169.80	140,237.00	932.80	103,666.60	102,741.60	925.00	97,543.10	97,690.80	0.00		120,590.00	120,590.00	#DIV/0!	
100-00-58201-620-000	STORM SEWER INTEREST	49,600.20	49,283.00	317.20	36,423.40	36,098.40	325.00	34,271.90	33,724.20	0.00				#DIV/0!	
TOTAL DEBT SERVICE		311,633.32	310,570.00	1,063.32	360,090.00	358,840.00	-1,250.00	406,815.00	406,415.00	406,415.00	455,590.00	455,590.00	455,590.00	12.10%	
	Payroll Expenses	4,795.29	0.00	4,795.29											
100-00-59200-000-000	TRANSFER TO OTHER FUNDS				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL OTHER FINANCING USES		4,795.29	0.00	4,795.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL EXPENSES		2,601,768.99	2,684,207.00	-82,438.01	3,675,996.07	3,200,473.41	473,022.66	2,267,933.21	3,151,793.51	3,068,101.62	6,077,783.45	6,113,938.92	6,155,717.00	100.64%	
NET REVENUES AND EXPENSES		179,928.36	0.00	179,928.26	-167,759.64	17,999.91	-183,259.55	-1,539,306.79	6,559.65	0.00	-136,877.35	0.00	0.00	#DIV/0!	
TID #1 - Fund 400															
400-00-41120-000-000	TID #1 TAX INCREMENT				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL TAXES					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
400-000-48104-000-000	TID #1 INTEREST				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
400-00-48904-000-000	MISCELLANEOUS INCOME				0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	-100.00%	
TOTAL MISCELLANEOUS REVENUE					0.00	0.00		0.00	0.00	1,000.00	0.00	0.00	0.00	-100.00%	
400-00-49140-000-000	PROCEEDS FROM LONG TERM DEBT				410,000.00	0.00	410,000.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
400-00-49300-000-000	FUND BALANCE APPLIED				0.00	0.00	0.00			6,000.00	0.00	0.00	0.00	-100.00%	
TOTAL OTHER FINANCING SOURCES					410,000.00	0.00	410,000.00			6,000.00	0.00	0.00	0.00	-100.00%	
TOTAL TID #1 REVENUES					410,000.00	0.00	410,000.00			7,000.00	0.00	0.00	0.00	-100.00%	
400-00-51401-200-000	TID #1 ADMINISTRATION				3,250.45	0.00	-3,250.45	150.00	150.00	5,000.00	5,000.00	5,000.00	5,000.00	0.00%	

Acct. Nbr.	Short Description	Actual 2023	Budget 2023	2023 +/-	2024 Actual	2024 Budget	2024 + / -	2025 Actual 9/30/25	2025 Projected Year End	2025 Budget	9.15.25 Proposed 2026 2%/2% COLA	9.29.25 Proposed 2026 2%/2% COLA	10.15.25 Proposed 2026 2%/2% COLA	% change from 2025 budget	Comments
TOTAL GENERAL GOVERNMENT					3,250.45	0.00	-3,250.45	150.00	150.00	5,000.00	5,000.00	5,000.00	5,000.00	0.00%	
400-00-56201-456-000	TID #1 PLANNING				0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	-100.00%	
TOTAL CONVERVATION & DEVELOPMENT					0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	-100.00%	
400-00-57700-820-003	WATERMAIN EXTENSION CONSTRUCT				276,166.93	0.00	-276,166.93	221.75	12,404.33	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL CAPITAL OUTLAY					276,166.93	0.00	-276,166.93	221.75	12,404.33	0.00	0.00	0.00	0.00	#DIV/0!	
400-00-58300-600-000	TID #1 LONG TERM DEBT PRINCIPAL				0.00	0.00	0.00	0.00	0.00	0.00	5,122.30	5,122.30	5,122.30	#DIV/0!	
400-00-58301-620-000	TID #1 LONG TERM DEBT INTEREST				0.00	0.00	0.00	0.00	0.00	0.00	30,890.41	30,890.41	30,890.41	#DIV/0!	
TOTAL DEBT SERVICE					0.00	0.00	0.00	0.00	0.00	0.00	36,012.71	36,012.71	36,012.71	#DIV/0!	
400-00-59100-390-000	MISCELLANEOUS EXPENSE				0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
400-00-59200-000-000	TRANSFER TO GENERAL FUND				0.00	0.00	0.00	0.00	29,240.14	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL OTHER FINANCING USES					0.00	0.00	0.00	0.00	29,240.14	0.00	0.00	0.00	0.00	#DIV/0!	
TOTAL TID #1 EXPENSES					279,417.38	0.00	-279,417.38	371.75	41,794.47	7,000.00	41,328.71	41,328.71	41,328.71	490.41%	
NET TID #1 REVENUES AND EXPENSES					130,582.62	0.00	130,582.62	-371.75	-41,794.47	0.00	-41,328.71	-41,328.71	-41,328.71		
TID #1 Interest					556.74	0.00		3,965.66	5,900.00		5,000.00	5,000.00	5,000.00		
TID #1 Fund Balance 12/31					131,139.36	131,139.36		134,733.27	95,244.89		58,916.18	58,916.18	58,916.18		

TID interest is posted in the LGIP interest in the GF
\$29,240.14 transfer from TID to GF stays in LGIP fund balance

2026 through 2030 Capital Improvement Plan Algoma, Wisconsin								
PROJECTS & FUNDING SOURCES BY DEPARTMENT								
Department	Project #	Priority	2026	2027	2028	2029	2030	Total
Administration								
Annual Computer Replacements	AD-AN-01	1	4,000	4,000	4,000	4,000	4,000	20,000
General Fund			4,000	4,000	4,000	4,000	4,000	20,000
Election Tabulators	AD-27-01	1	0	19,000	19,000	19,000	0	57,000
General Fund				19,000	19,000	19,000		57,000
Server Replacement	AD-26-01	1	10,000	0	0	0	0	10,000
General Fund			10,000					10,000
Town Re-evaluation	AD-29-02	1	0	0	0	50,000	0	50,000
Re-Evaluation (committed)						50,000		50,000
Administration Total			14,000	23,000	23,000	73,000	4,000	137,000
Culture and Recreation								
Jones Park Playground Surface Upgrades	CR-27-01	1	0	150,000	0	0	0	150,000
General Fund				150,000				150,000
Jones Park West Parking Lot	CR-25-01	1	110,000	0	0	0	0	110,000
Park Improvement Fund			110,000					110,000
Lake Butte des Morts Public Landing	CR-26-02	1	5,000	0	0	0	0	5,000
General Fund			5,000					5,000
Update Comprehensive Outdoor Recreation Plan	CR-25-03	1	0	0	0	0	25,000	25,000
General Fund							25,000	25,000
Culture and Recreation Total			115,000	150,000	0	0	25,000	290,000
Fire Department								
Refurbish #8 Rescue/Engine 21	FD-25-01	1	314,000	0	0	0	0	314,000
FD Truck Refurbishment (committed)			180,000					180,000
General Fund			134,000					134,000
Replace #6 Tender 21	FD-26-01	1	450,000	0	0	0	0	450,000
General Obligation Debt			450,000					450,000
Fire Department Total			764,000	0	0	0	0	764,000
Public Works								
Clairville Road Extension South from STH 21	PW-26-04	1	20,000	200,000	4,517,000	0	0	4,737,000
General Fund			20,000					20,000
General Obligation Debt				200,000	4,517,000			4,717,000
Leonard Point Road - East to West	PW-28-01	1	0	0	50,000	0	0	50,000
General Fund					50,000			50,000
Leonard Point Road - STH 21 to Highland Shore Ln	PW-26-02	1	310,000	1,900,000	0	0	0	2,210,000
General Obligation Debt			310,000	1,900,000				2,210,000
Municipal Complex	BD-26-01	1	300,000	3,800,000	0	0	0	4,100,000
General Obligation Debt			300,000	3,800,000				4,100,000
Road Resurfacing (Mill and Pave)	PW-AN-04	1	160,000	129,000	132,000	136,000	140,000	697,000
General Fund			160,000	129,000	132,000	136,000	140,000	697,000
STH 21 & Leonard Point Road Roundabout South Leg	PW-26-01	1	347,500	0	0	0	0	347,500
Spirit Funds (committed)			347,500					347,500
Public Works Total			1,137,500	6,029,000	4,699,000	136,000	140,000	12,141,500
Storm Water								
Leonard Point Road Wet Detention Pond	SW-26-01	1	1,157,000	0	0	0	0	1,157,000
General Obligation Debt			1,157,000					1,157,000
Storm Water Management Plan Update	SW-24-01	1	55,700	0	0	0	0	55,700
State Grant			55,700					55,700
Storm Water Total			1,212,700	0	0	0	0	1,212,700
GRAND TOTAL			3,243,200	6,202,000	4,722,000	209,000	169,000	14,545,200
Source			2026	2027	2028	2029	2030	Total
FD Truck Refurbishment (committed)			180,000					180,000
General Fund			333,000	302,000	205,000	159,000	169,000	1,168,000
General Obligation Debt			2,217,000	5,900,000	4,517,000			12,634,000
Park Improvement Fund			110,000					110,000
Re-Evaluation (committed)						50,000		50,000
Spirit Funds (committed)			347,500					347,500
State Grant			55,700					55,700
GRAND TOTAL			3,243,200	6,202,000	4,722,000	209,000	169,000	14,545,200