



VILLAGE OF KIMBERLY, WI
NOTICE OF VILLAGE BOARD MEETING

DATE: Monday, May 6, 2024
TIME: 6:00pm
LOCATION: Village Hall, Rick J. Hermus Council Chambers
515 W. Kimberly Ave.
Kimberly, WI 54136

Notice is hereby given that a Village Board meeting will be held on Monday, May 6, 2024 at the Village Hall. This meeting is open to the public.

- 1) Call to Order
- 2) Roll Call
- 3) Moment of Silent Reflection, Pledge of Allegiance
- 4) President's Remarks
- 5) Approval of Minutes from the 04/29/2024 meeting
- 6) Unfinished Business
 - a) None
- 7) New Business
 - a) Annual Municipal Separate Storm Sewer System (MS4) Permit
 - b) 6-month Class "B" Fermented Malt Beverage License for Kimberly Recreation Assoc., Inc. (Tim Wettstein, Agent)
- 8) Reports
 - a) Chief of Police
 - b) Director of Public Works/Zoning Administrator
 - c) Community Enrichment Director
 - d) Library Director
 - e) Administrator/Community Development Director
- 9) Public Participation
- 10) Closed Session

The village board will meet in closed session pursuant to State Statute 19.85 (1)(c) to consider employment, promotion, compensation, or performance evaluation related to the Administrator

position. The board will also meet under 19.85 (1) (g) to confer with legal counsel 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 related to ongoing development agreements.

The Board may reconvene into open session pursuant to section 19.85(2) of the Wisconsin Statutes for possible action on the closed session matters.

11) Adjournment

Village Board

May 6, 2024, 6:00 – 6:30 PM (America/Chicago)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/275658357>

You can also dial in using your phone.

Access Code: 275-658-357

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(571\) 317-3116](tel:+15713173116)

Any person wishing to attend the meeting who because of their disability is unable to attend, is requested to contact the ADA Coordinator at 920-788-7500 at least 48 hours prior to the meeting so that reasonable accommodation may be made.

**VILLAGE OF KIMBERLY
BOARD MEETING MINUTES
04/29/2024**

A meeting of the Village Kimberly Board was called to order on Monday, April 29, 2024 at 6:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave by President Chuck Kuen.

Board Present: President Chuck Kuen, Trustees Tom Gaffney, Dave Hietpas, Lee Hammen, Norb Karner, Mike Hruzek and Marcia Trentlage
Staff Present: Clerk Jennifer Weyenberg, Administrator/Community Development Director Maggie Mahoney, Director of Public Works/Zoning Administrator Greg Ulman, Community Enrichment Director Holly Femal, Engineer Brad Werner and Judy Hebbe, a member of the media

Approval of Minutes from the 04-15-2024 Meeting

Trustee Hammen moved, Trustee Karner seconded the motion to approve the Village Board minutes from 04-15-2024. Motion carried by unanimous vote of the board.

President's Appointments to Committees and Commissions

Trustee Karner moved, Trustee Trentlage seconded the motion to approve the President's appointments to committees and commissions as follows:

- Board of Appeals- Gail Gerhardt, 3-year term
 - Fire Commission- Rick Weyenberg, 5-year term
 - Library Board- Barb Wentzel, 3-year term
 - Plan Commission- Jeremy Freund, 3-year term
 - Metro Police Commission- Bruce Siebers, 3-year term
 - Tree Board- Dani Block and Lee W. Hammen, 3-year terms
 - Weed Commissioner- Public Works Director/Zoning Administrator Greg Ulman, 1-year term
- Motion carried by unanimous vote of the board.

Unfinished Business

Purchase Window Shades for Evergreen Room

Trustee Hammen moved, Trustee Karner seconded the motion to approve the purchase and installation of clutch/manual shades from Gotcha Covered in the amount of \$4,028.15. The funds for the purchase will come from property insurance (\$2,170.68) and the remaining balance from the Complex Trust Fund (\$1,857.47). Motion carried by roll call vote of the board, 7-0.

New Business

Certified Survey Map – 550 S Railroad St, Parcel 250095007

Trustee Hammen moved, Trustee Gaffney seconded the motion to approve the certified survey map for 550 S Railroad St, Parcel 250095007. This was recommended for approval from the Plan Commission. There was no discussion on this item. Motion carried by unanimous vote of the board.

Certified Survey Map – 1037 Truman St, Parcel 250191500

Trustee Trentlage moved, Trustee Gaffney seconded the motion to approve the certified survey map for 1037 Truman St, Parcel 250191500. This was recommended for approval from the Plan Commission. There was no discussion on this item. Motion carried by unanimous vote of the board.

Change Order #1 to Jossart Brothers Inc., for an increase of \$147,400.00 for Welhouse Drive and Curtin Avenue Sanitary, Water and Storm Sewer Reconstruction

Trustee Trentlage moved, Trustee Hammen seconded the motion to approve change order #1 to Jossart Brothers Inc. for the increase of \$147,400 to add Alternate Bid B for Sidney Street Mini-Storm Sewer to the project. Motion carried by unanimous vote of the board.

Certificate of Payment #2 (Final) to Speedy Clean Drain & Sewer, in the amount of \$2,448.58 for the 2023 Sanitary Sewer & Storm Sewer Cleaning & Televising: Area 3

Trustee Hammen moved, Trustee Karner seconded the motion to approve the certificate of payment #2(final) to Speedy Clean Drain & Sewer in the amount of \$2,448.58 for work performed through April 15, 2024. Motion carried by unanimous vote of the board.

Award Contract for Papermill Run Trail Lighting and Lincoln Street Signalization to Bodart Electric Service, Inc. in the amount of \$512,508.60

Trustee Trentlage moved, Trustee Karner seconded the motion to approve the Award Contract for Papermill Run Trail Lighting and Lincoln Street Signalization to Bodart Electric Service, Inc. in the amount of \$512,508.60. The funds for this item are coming from TID #6 in the approved 2024 budget. Motion carried by unanimous vote of the board.

Consider approval of purchase of Street and Parks computer equipment from Corporate Network Solutions Inc in the amount of \$2,440.00

Trustee Hammen moved, Trustee Karner seconded the motion to approve the purchase of computer equipment from Corporate Network Solutions Inc in the amount of \$2,440.00. The funds for the purchase will come from the Data Processing Trust Fund. Motion carried by roll call vote of the board, 7-0.

Consider Marcella St. Kennedy Ave. Trail Project Relocation Order, Right-of-Way Plat Map and Revised State/Municipal Agreement

Trustee Trentlage moved, Trustee Hammen seconded the motion to approve the Marcella St. Kennedy Ave. Trail Project Relocation Order, Right-of-Way Plat Map and Revised State/Municipal Agreement as presented. Motion carried by unanimous vote of the board.

Reorganization of Board

Trustee Hammen moved, Trustee Gaffney seconded the motion to approve the reorganization of the board to have the following Trustees on the following committees and commissions:

-Board of Review 2024- Mike Hruzek, Dave Hietpas, Lee Hammen, Marcia Trentlage (Alternate)

-Personnel Committee- Mike Hruzek and Marcia Trentlage, 1-year terms

-Plan Commission- Norb Karner, 1-year term

-Board of Health- Dave Hietpas, Marcia Trentlage, Tom Gaffney, 1-year terms

Motion carried by unanimous vote of the board.

Resolution No. 6, Series of 2024 Distribution Easement Underground to WE Energies

Trustee Hammen moved, Trustee Karner seconded the motion to adopt Resolution No. 6, Series 2024. Motion carried by unanimous vote of the board.

Public Participation

None

Adjournment

Trustee Hammen moved, Trustee Gaffney seconded the motion to adjourn. Motion carried by unanimous vote at 6:15pm.

Jennifer Weyenberg
Clerk-Treasurer

Dated 04/30/2024

Drafted by elz

Approved by Village Board _____



Village of Kimberly REQUEST FOR BOARD CONSIDERATION

ITEM DESCRIPTION: Approve Annual Municipal Separate Storm Sewer System (MS4) Permit Report

REPORT PREPARED BY: Greg Ulman, Director of Public Works/Zoning Administrator

REPORT DATE: May 6, 2024

ADMINISTRATOR'S REVIEW / COMMENTS:

No additional comments to this report _____ MEM _____

See additional comments attached _____

EXPLANATION: This annual report is generated annually in compliance with the State MS4 Permitting requirements and is due by March 31 each year. The report provides insight on the activities and actions under taken by the Village, its consulting engineers, and the Northeast Wisconsin Storm Water Consortium (NEWSC) in their efforts to meet the MS4 Permitting requirements.

Highlights and Measures providing insight and efforts undertaken during the past year and included in this Annual Report. Notable efforts undertaken and measures achieved in the past year for the following Performance Categories are provided as follows:

1. Public Education and Outreach.
2. Public Involvement and Participation.
3. Illicit Discharge Detection and Elimination.
4. Construction Site Pollutant Control.
5. Post-Construction Storm Water Management.
6. Pollution Prevention.

RECOMMENDED ACTION: Staff requests Village Board approval of the Village of Kimberly 2023 MS4 Annual Report.

ATTACHMENTS: 2023 MS4 Report

Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

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Form 3400-224(R8/2021)

Reporting Information :

Will you be completing the Annual Report or other submittal type? Annual Report Other

Project Name: 2023 Annual Report

County: Outagamie

Municipality: Kimberly, Village

Permit Number: S050075

Facility Number: 31107

Reporting Year: 2023

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? Yes No

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment

- TMDL Attachment
 - Storm Water Consortium/Group Report
 - Municipal Cooperation Attachment
 - Other Annual Report Attachment
-
- Attach the following permit compliance documents as appropriate using the attachments tab above
 - Storm Water Management Program
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
 - Total Maximum Daily Load documents (**If applicable, see permit for due dates.*)
 - TMDL Mapping*
 - TMDL Modeling*
 - TMDL Implementation Plan*
 - Fecal Coliform Screening Parameter *
 - Fecal Coliform Inventory and Map (*S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022*)
 - Fecal Coliform Source Elimination Plan (*S050075-03 general permittees Appendix B - document due to the department by October 31, 2023*)
-
- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality: Kimberly, Village

Facility ID # or (FIN): 31107

Updated Information: Check to update mailing address information

Mailing Address: 515 W. Kimberly Avenue

Mailing Address 2:

City: Kimberly, Village

State: WI

Zip Code: 54136 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

First Name: Greg

Last Name: Ulman

Select to **update** current contact information

Title: Director of Public Works

Mailing Address: 515 W Kimberly Ave

Mailing Address 2:

City: Kimberly

State: WI

Zip Code: 54136 xxxxx or xxxxx-xxxx

Phone Number: 920-788-7507 Ext: xxx-xxx-xxxx

Email: gulman@vokimberlywi.gov

Additional Contacts Information (Optional)

I&E Program

Individual with responsibility for:
(Check all that apply)

- IDDE Program
- IDDE Response Procedure Manual
- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code: xxxxx or xxxxx-xxxx

Phone Number: Ext: xxx-xxx-xxxx

Email:

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

Select to **create new** Billing contact

First Name:

Last Name:

Select to **update** current contact information

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code: xxxxx or xxxxx-xxxx

Phone Number: Ext: xxx-xxx-xxxx

Email:

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

Yes No

Public Education and Outreach _____

Public Involvement and Participation _____

Illicit Discharge Detection and Elimination McMahon & Associates _____

- Construction Site Pollutant Control McMahon & Associates
- Post-Construction Storm Water Management McMahon & Associates
- Pollution Prevention
 - Storm Water Management Facility Inspections: McMahon & Associates
 - Public Works Yards and Other Municipally Owned Properties: _____
 - Street Sweeping/Cleaning Program: _____
 - Catch Basin Sump Cleaning Program: _____
 - Leaf Collection Program: _____
 - Winter Road Management: _____
 - Internal Staff Education & Communication: _____
 - Storm Sewer System Map: McMahon & Associates

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

- Yes No

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (R8/2021)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

- a. Does MS4 conduct any educational efforts or events independently (not with a group) Yes
 No
- b. How many total educational events were held during the reporting year:
- c. Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive? Yes No
- d. Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

Public Education and Outreach Delivery Mechanisms (Active and Passive)	
Active/Interactive Mechanisms	Passive Mechanisms
<input type="checkbox"/> Education activities (school presentations, summer camps)	<input checked="" type="checkbox"/> Passive print media (brochures at front desk, posters, etc.)
<input checked="" type="checkbox"/> Information booth at event	<input checked="" type="checkbox"/> Distribution of print media (mailings, newsletters, etc.) via mail or email.
<input type="checkbox"/> Targeted group training (contractors, consultants, etc.)	<input type="checkbox"/> Media offerings (radio and TV ads, press release, etc.)
<input checked="" type="checkbox"/> Government event (public hearing, council meeting)	<input checked="" type="checkbox"/> Social media posts
<input type="checkbox"/> Workshops	<input checked="" type="checkbox"/> Signage
<input type="checkbox"/> Tours	<input type="checkbox"/> Website
<input type="checkbox"/> Other: <input type="text"/>	<input type="checkbox"/> Other: <input type="text"/>

Topics Covered	Target Audience
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public
<input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing	<input type="checkbox"/> Public Employees
<input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents
<input type="checkbox"/> Stream and shoreline management	<input type="checkbox"/> Businesses
<input checked="" type="checkbox"/> Residential infiltration	<input type="checkbox"/> Contractors
<input checked="" type="checkbox"/> Construction sites and post-construction storm water management	<input type="checkbox"/> Developers
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries
<input type="checkbox"/> Green infrastructure/low impact development	<input type="checkbox"/> Public Officials
<input type="checkbox"/> Other: <input type="text"/>	<input type="checkbox"/> Other: <input type="text"/>

- e. Will additional information/summary of these education events be attached to the annual report?
 Yes No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

a. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input checked="" type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	<u>11-50</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

b. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

NA (Individual Permittee)

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	<u>11-50</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Fox River Cleanup - NEWS

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- a. How many total outfalls does the municipality have?
- b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?
- c. From the municipality's routine screening, how many were confirmed illicit discharges?
- d. How many illicit discharge complaints did the municipality receive?
- e. From the complaints received, how many were confirmed illicit discharges?
- f. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)?

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- g. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation

Additional Information: _____

- h. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a.

- How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year?
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year?
- c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)?

d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation
- Stop Work Order
- Forfeiture of Deposit
- Other - Describe below

e. Brief explanation on Construction Site Pollutant Control reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

- a. How many new structural storm water management Best Management Practice (BMP) have received local approval ?
*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,
- b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities? Yes No
- c. If Yes, how many privately owned storm water management facilities were inspected in the reporting year ? Inspections completed by private landowners should be

included in the reported number.

d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? Yes No

e. Does MS4 have maintenance authority on these privately owned BMPs?

f. How many municipally operated (private) storm water management BMPs were inspected in the reporting year? 0

g. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

Verbal Warning

Written Warning (including email)

Notice of Violation

Civil Penalty/ Citation

Forfeiture of Deposit

Complete Maintenance

Bill Responsible Party

Other - Describe below

e. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections Not Applicable

a. Enter the total number of municipally owned or operated (i.e., privately owned BMPs) structural storm water management best management practices.

b. How many new municipally owned storm water management best

management practices were installed in the reporting year ?

- c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year?
- d. What elements are looked at during inspections (250 character limit)?
- e. How many of these facilities required maintenance?
- f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)* Not Applicable

- g. How many municipal properties require a SWPPP?
- h. How many inspections of municipal properties have been conducted in the reporting year?
- i. Have amendments to the SWPPPs been made?
 Yes No
- j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:
- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

* Any municipally owned property that has the potential to generate stormwater pollution should have a SWPPP. For example, if a municipal property stores compost piles, material storage, yard wastes, etc., outside and can contaminate stormwater runoff—a SWPPP is required.

Collection Services - *Street Sweeping Program* Not Applicable

- l. Did the municipality conduct street sweeping during the reporting year?
 Yes No
- m. If known, how many tons of material was removed?
- n. Does the municipality have a [low hazard exemption](#) for this material? Yes No
- o. If street sweeping is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
 Yes - Explain frequency Minimum of once a month, not including winter
 No - Explain _____
 Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* Not Applicable

- p. Did the municipality conduct catch basin sump cleaning during the reporting year? Yes No
- q. How many catch basin sumps were cleaned in the reporting year?
- r. If known, how many tons of material was collected?
- s. Does the municipality have a low hazard exemption for this material? Yes No
- t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
 Yes- Explain frequency Once Per year
 No - Explain _____
 Not Applicable

Collection Services - *Leaf Collection Program* Not Applicable

- u. Does the municipality conduct curbside leaf collection? Yes No
- v. Does the municipality notify homeowners about pickup? Yes No
- w. Where are the residents directed to store the leaves for collection?
 Pile on terrace Pile in street Bags on terrace
 Other - Describe _____
- x. What is the frequency of collection?
Once per week during leaf season
- y. Is collection followed by street sweeping? Yes No
- z. Brief explanation on Collection Services reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page*

Winter Road Management Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? *(One mile of a two-way road equals two lane miles.)*
- ab. Provide amount of de-icing products used by month last winter season?
 Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
Salt	<input type="text" value="0"/>	<input type="text" value="4"/>	<input type="text" value="25"/>	<input type="text" value="16"/>	<input type="text" value="6"/>	<input type="text" value="6"/>

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
Brine	<input type="text" value="0"/>	<input type="text" value="1000"/>	<input type="text" value="3500"/>	<input type="text" value="1600"/>	<input type="text" value="1000"/>	<input type="text" value="1000"/>

- ac. Was salt applying machinery calibrated in the reporting year? Yes No
- ad. Have municipal personnel attended salt reduction strategy training in the reporting year? Yes No

Training Date	Training Name	# Attendance
4/13/2023	WI Salt Wise Presentation	1

- ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

Monthly meeting with staff

Internal (Staff) Education & Communication

- af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element? Yes No

If yes, describe what training was provided (250 character limit):

Monthly meetings to talk about ways to reduce salt usage

- ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

Chuck Kuen, Lee Hammen, Mike Hruzek, Marcia Trentlage, Dave Heitpas, Tom Gaffney, Norb Karner

Municipal Officials

Maggie Mahoney, Administrator

Appropriate Staff (such as operators, Department heads, and those that interact with public)

Holly Femal, Mike Pickett, Sheila Schultz, Patty Ebben, Street Staff

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

We have monthly meetings about stormwater ponds and maintenance

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?

Yes No

If yes, check the areas the map items that got updated or changed:

Storm water treatment facilities

Storm pipes

Vegetated swales

Outfalls

Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Because of street reconstructions our maps have changed

Missing Information

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
-----------------------------------	-----------------------	----------------------	-----------------

Element: Public Education and Outreach

500	500	500	<u>Storm water utility</u>
-----	-----	-----	----------------------------

Element: Public Involvement and Participation

500	500	500	<u>Storm water utility</u>
-----	-----	-----	----------------------------

Element: Illicit Discharge Detection and Elimination

3000	3000	3000	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Construction Site Pollutant Control

1000	1000	1000	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Post-Construction Storm Water Management

1000	1000	1000	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Pollution Prevention

2000	2000	2000	<u>Storm water utility</u>
------	------	------	----------------------------

Other (describe)

GIS - Storm Water Mapping

750	750	750	<u>Storm water utility</u>
-----	-----	-----	----------------------------

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the

municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes No Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes No Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? Yes No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Status of Total Maximum Daily Loads (TMDLs) Implementation

The permittee Kimberly, Village is subject to the following approved TMDLs: Lower Fox River Basin and Lower Green Bay

The permittee intends to comply with the following permit requirements to show progress towards meeting the TMDL:

[A.3.1] The Permittee is following the TMDL Compliance Plan, which received department concurrence prior to April 30, 2019.

The permittee is confirming that all planned efforts are on schedule.

Agree Disagree

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

The Village of Kimberly, under the guidance of it's consulting engineer, continues to make adjustments to it's plan, making progress toward the end goals of the Compliance Plan.

Do not close your work until you SAVE.

--	--	--	--	--	--	--

Form 3400-224 (R8/2021)

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

Do not close your work until you SAVE.

Form 3400-224(R8/2021)

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Storm Sewer System Map

 File Attachment

[Village of Kimberly Storm MS4 B Map.pdf](#)

Attach - Other Supporting Documents

AR EO

 File Attachment

[NEWSC Annual Report 2023 .pdf](#)

AR MuniCoop

 File Attachment

[Village of Kimberly MS4 Annual Summary Report Attachments - 2023.docx](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

IDDE Program

 File Attachment

[Kimberly 2023 Field Screening Program Report.pdf](#)

SWQM TMDLImpPlan

 File Attachment

[BUCHANAN COMB LOCKS HARRISON KIMBERLY 2023 TMDL PLAN OF ACTION-GARNERS CREEK SUB-WATERSHED.pdf](#)

SWQM TMDLImpPlan

 File Attachment

[COMB LOCKS KIMBERLY 2023 TMDL PLAN OF ACTION-FOX RIVER SUB-WATERSHED.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

Draft and Share PDF Report with the permittee's governing body or delegated representatives.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

[Draft and Share PDF Report](#)

Sign and Submit Your Application

Steps to Complete the signature process

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Kimberly, Village MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- Authorized municipal contact using WAMS ID.
- Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.
- Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Name:

Title:

Authorized Signature.

- I accept the above terms and conditions.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.

**VILLAGE OF KIMBERLY
OFFICIAL NOTICE**

Notice is hereby given that the following organization has given application for a Class "B" Fermented Malt Beverage License in the Village of Kimberly, the granting of which is now pending Village Board approval.

**Six Month Class "B" Fermented Malt Beverage License
May 15, 2024 – November 15, 2024**

Name & Agent

Kimberly Recreation Assoc., Inc.
Tim Wettstein, Agent
528 S Railroad St, Kimberly

Location

300 Sunset Park Road (Sunset Park)

Jennifer Weyenberg
Clerk-Treasurer

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	Village of Kimberly
License Period	5/15-11/15/2024

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer \$ _____ Class "B" Beer \$ 50.00
 "Class A" Liquor \$ _____ "Class B" Liquor \$ _____
 "Class A" Liquor (cider only) \$ _____ Reserve "Class B" Liquor \$ _____
 "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$ 50
Background Check Fee	\$ -
Publication Fee	\$ 15
Total Fees	\$ 65.00

Part A: Premises/Business Information			
1. Legal Business Name (individual name if sole proprietorship) <u>Kimberly Recreation Association</u>			
2. Business Trade Name or DBA			
3. FEIN [REDACTED]		4. Wisconsin Seller's Permit Number [REDACTED]	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Nonprofit Organization			
6. State of Organization <u>Wi</u>		7. Date of Organization	8. Wisconsin DFI Registration Number [REDACTED]
9. Premises Address <u>300 Sunset Park Rd</u>			
10. City <u>Kimberly</u>		11. State <u>Wi</u>	12. Zip Code <u>54136</u>
13. County <u>Outagamie</u>		14. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: <u>Kimberly</u>	15. Aldermanic District
16. Premises Phone		17. Premises Email <u>kimberlyrecreation@gmail.com</u>	18. Website <u>1kra.com</u>
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <u>Upper and lower diamond concessions stand, bleachers and picnic tables. Stored in walk in cooler.</u>			
20. Mailing Address (if different from premises address) <u>P.O. Box 111</u>			
21. City <u>Kimberly</u>		22. State <u>W:</u>	23. Zip Code <u>54136</u>
Part B: Questions			
1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list the details of violation below. Attach additional sheets if necessary.			
Law/Ordinance Violated		Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated		Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . . Yes No beverages.
If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.
3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . . Yes No
If yes, provide the name of the restricted investor and describe the nature of the interest.
4. Is the applicant business owned by another business entity? Yes No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.
- 4a. Name of Business Entity _____ 4b. Business Entity FEIN _____
5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No
6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No
7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Bolwerk	Mitchell	Treasurer	[REDACTED]
Weststein	Tim	Director	[REDACTED]
Downham	Roy	President	[REDACTED]

Part D: Attestation

One of the following must sign and attest to this application:
 sole proprietor one general partner of a partnership one corporate officer one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Bolwerk		First Name Mitchell		M.I. J
Title Treasurer		Email Kimberlyrecreation@gmail.com		Phone [REDACTED]
Signature Mitchell Bolwerk			Date 4-9-24	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 4-18-2024	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk Jennifer [Signature]			Date Provisional License Issued (if applicable) N/A



To: Village Board of Trustees
From: Daniel M. Meister – Chief of Police
Date: May 1st, 2024
Re: Fox Valley Metro Police Department Monthly Report – May 2024

New and Noteworthy

PERSONNEL

Metro Anniversaries for May:

Chief Daniel Meister – 6 years
Officer Sam Pynenberg – 6 years
Officer Jacob Moadlo – 2 years
Officer Logan Hietpas – 2 years
CSO Jayden Head – 1 year
Officer Cole Delvoye – 1 year

HIRING

Steven Jacobson has accepted a final offer of employment for the vacant police officer position. He is scheduled to graduate from the law enforcement academy at Fox Valley Technical College on May 17th. He would then start his training with us on May 20th.

We are conducting background investigations into a police clerk candidate and on an administrative manager candidate.

TRAINING

Officer Jason Seavey recently completed a two-week fire / arson investigator school at the National Fire Academy in Maryland. Seavey previously had experience as a fire fighter in the U.S. Air Force.

RECOGNITION / AWARDS

Officers Laura Oster and Aaron Radka, along with two Gold Cross Ambulance paramedics and an Outagamie County Sheriff's dispatcher have been awarded the FVMPD Team Award. The award was given for all their professional work regarding an at home childbirth delivery to which they were dispatched. Officers Oster and Radka were first on-scene and had to act as the child was already presenting itself. The dispatcher assisted by giving staff delivery instructions and the paramedics took over once they arrived on-scene.

FACILITIES

Dave Neumann is currently working on removing and replacing sections of the worn out / damaged tile flooring in the police department basement.

FLEET

The 2024 squad car has been delivered to us. It should be upfitted sometime in June or July.

Monthly Activity

Below is a three-month comparison for calls for service in the Village of Kimberly.





FOX VALLEY METRO POLICE DEPARTMENT

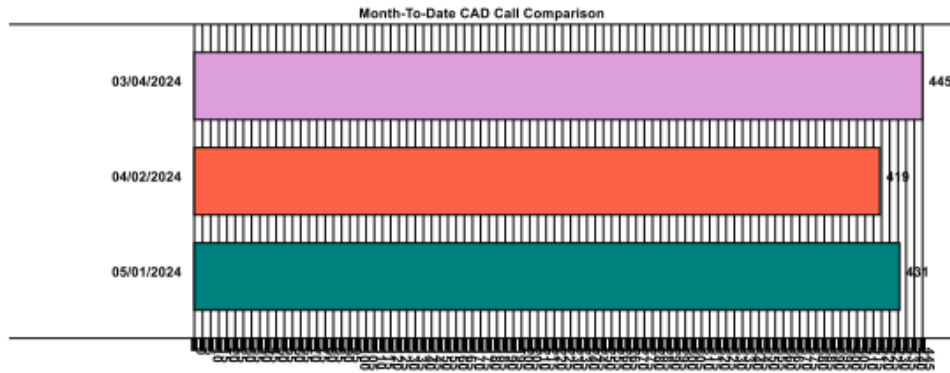
Month-to-Date CAD Call Detail

Month-To-Date CAD Received Calls

Call Nature	04/03/2024	03/05/2024	1 mo %	02/05/2024	2 mo %
	to 05/01/2024:	to 04/02/2024:	change:	to 03/04/2024:	change:
911 Misdiagnosed	19	14	35.7%	31	-38.7%
Abandoned Vehicle	3	0	N/A	0	N/A
Abdominal A-Adam Response	0	1	-100.0%	0	N/A
Accident in a Parking Lot	1	3	-66.7%	3	-66.7%
Accident with Injury	1	0	N/A	0	N/A
Accident with Scene Safety	1	0	N/A	0	N/A
Animal Bite	1	0	N/A	1	0.0%
Animal Call	12	9	33.3%	8	50.0%
Assist Citizen or Agency	22	22	0.0%	20	10.0%
Back Problem A-Adam Response	1	1	0.0%	1	0.0%
Battery	1	0	N/A	0	N/A
Bicycle Stop	0	0	N/A	2	-100.0%
Bleeding A-Adam Response	0	0	N/A	1	-100.0%
Bleeding B-Boy Response	0	2	-100.0%	0	N/A
Breathing Problem C-Charles	0	1	-100.0%	1	-100.0%
Breathing Problem D-David	0	0	N/A	4	-100.0%
Carbon Monoxide Alarm	0	0	N/A	2	-100.0%
Chest Complaint C-Charles	1	0	N/A	1	0.0%
Chest Complaint D-David	1	1	0.0%	1	0.0%
Choking A-Adam Response	0	0	N/A	1	-100.0%
Civil Process	1	1	0.0%	4	-75.0%
Crime Prevention	35	20	75.0%	19	84.2%
Damage to Property	1	0	N/A	2	-50.0%
Diabetic Issue C-Charles	1	1	0.0%	0	N/A
Disturbance	5	3	66.7%	5	0.0%
Domestic Disturbance	0	0	N/A	1	-100.0%
Drug Complaint	1	0	N/A	0	N/A
Emergency Committal	1	0	N/A	0	N/A
Fainting A-Adam	1	0	N/A	1	0.0%
Fainting C-Charles	2	0	N/A	1	100.0%
Falls A-Adam Response	3	5	-40.0%	3	0.0%

Falls B-Boy Response	0	4	-100.0%	4	-100.0%
Falls D-David Response	2	1	100.0%	3	-33.3%
Fire Alarm Commercial	2	0	N/A	3	-33.3%
Fire Unauthorized Burning	0	0	N/A	1	-100.0%
Fire Vegetation or Grass	0	1	-100.0%	0	N/A
Follow Up	8	7	14.3%	8	0.0%
Fraud Complaint	2	5	-60.0%	3	-33.3%
Garbage or Rubbish Fire	1	0	N/A	0	N/A
Harassment	4	6	-33.3%	3	33.3%
Hazard in Roadway	1	3	-66.7%	3	-66.7%
Heart Problem C-Charles	0	0	N/A	1	-100.0%
Heart Problem D-David	1	1	0.0%	0	N/A
Jail GPS Checks	0	1	-100.0%	2	-100.0%
Juvenile Complaint	4	7	-42.9%	3	33.3%
K9 Assist	2	0	N/A	0	N/A
Law Alarms - Burglary Panic	1	2	-50.0%	5	-80.0%
Lost or Found Valuables	5	7	-28.6%	3	66.7%
Medical Assistance No Injury	9	14	-35.7%	5	80.0%
Medical Pre-Alert	4	4	0.0%	9	-55.6%
Missing Person	1	1	0.0%	0	N/A
Motorist Assist	7	5	40.0%	5	40.0%
Natural Gas or Propane Leak	1	0	N/A	0	N/A
Noise Complaint	5	0	N/A	0	N/A
Ordinance Violation	13	13	0.0%	16	-18.8%
Overdose C-Charles	0	1	-100.0%	0	N/A
Overdose D-David	0	0	N/A	1	-100.0%
PNB E-Edward Response	0	1	-100.0%	1	-100.0%
Parking Enforcement	37	7	428.6%	14	164.3%
Parking Request	0	1	-100.0%	0	N/A
Reckless Driving Complaint	5	7	-28.6%	4	25.0%
Residence Lockout	0	1	-100.0%	0	N/A
Restraining Order Tracking	4	0	N/A	0	N/A
Runaway Juvenile	7	2	250.0%	0	N/A
Scam	1	2	-50.0%	1	0.0%
School Safety	30	38	-21.1%	37	-18.9%
Seizure A-Adam Response	1	0	N/A	0	N/A
Seizure C-Charles Response	0	0	N/A	1	-100.0%
Seizure D-David Response	0	1	-100.0%	0	N/A
Sex Offense	0	0	N/A	1	-100.0%
Sick A-Adam	2	3	-33.3%	3	-33.3%
Sick C-Charles	1	4	-75.0%	3	-66.7%

Sick D-David	0	0	N/A	2	-100.0%
Stroke C-Charles	2	1	100.0%	5	-60.0%
Structure Fire Smoke or Flame	0	2	-100.0%	1	-100.0%
Suspicious Incident	8	14	-42.9%	18	-55.6%
Suspicious Person	2	6	-66.7%	2	0.0%
Suspicious Vehicle	3	7	-57.1%	7	-57.1%
Theft Complaint	4	2	100.0%	3	33.3%
Traffic Enforcement	5	15	-66.7%	10	-50.0%
Traffic Stop	93	98	-5.1%	106	-12.3%
Trespassing	2	1	100.0%	1	100.0%
Unconscious D-David	0	1	-100.0%	1	-100.0%
Unlocked or Standing Open Door	2	4	-50.0%	1	100.0%
Vacant House Check	5	0	N/A	0	N/A
Vehicle Accident	4	10	-60.0%	5	-20.0%
Vehicle Lockout	4	2	100.0%	4	0.0%
Violation of Court Order	4	1	300.0%	1	300.0%
Wanted Person or Apprehension	0	1	-100.0%	1	-100.0%
Weapon Violation	0	0	N/A	1	-100.0%
Welfare Check	14	15	-6.7%	19	-26.3%
Wire Down	3	5	-40.0%	1	200.0%





Department Report

To: Village Board
From: Greg Ulman | Director of Public Works/Zoning Administrator
Date: May 6, 2024
Re: Public Works Monthly Report

HIGHLIGHTS FOR APRIL

- Street crews have been planting trees in Rivers Edge Subdivision and continuing into Sunset Dr.
- Street crews collected 22 tires in April.
- We had our four newest street/park employees attend a chainsaw training at CVMIC on April 18th.
- There were roughly 25 contractors who attended the pre-bid walk through for the street/parks facility project on April 18th.
- Work has started on Welhouse Dr. and Curtin Ave., beginning with the removal of trees and sanitary sewer reconstruction.
- Cluster mailboxes were placed in front of Sunset Beach for ease of use for residents on Welhouse Dr. and Curtin Ave, this spot is easily accessible for residents to get the mail and will not be obstructed by parked cars or construction equipment.
- Street signs were updated in the Villa Dr area with installation of the industrial park next.
- Greg Ulman attended the APWA Conference in Madison on May 1-3.
- The crew trimmed numerous trees around the Village in April.
- The temporary cell tower has been removed as of April 24th.
- The Village did not receive any funding for the Marcella & Kennedy street project. Kaukauna was awarded the full amount.

TOP PRIORITIES FOR MAY

- Clear trash around storm water ponds.
- Continue to trim and remove trees.
- Continue to plant new trees.
- Finalize the utility agreement with Festival Foods.

UPCOMING EVENTS

- Before the street department building is demolished, and if possible, I have extended an invitation to local emergency services to see if they would like to use the building for training purposes.

\$0.00 Solid Waste Summary

DATE	Ticket #	TRUCK	Automated Garbage Weight	COST	Business & Parks Dumpester Collection Weight	COST	Large Item Collection Weight	COST	Sweepings Weight	COST	Yard Waste Weight	COST	Tire COST	Tire Weight	Village Streets, Library, Complex Recycle Weight - No Charge	Estimated Leaves Collected - Yards	Total Cost
04/02/24	866818	32	16480	\$ 444.96													\$ 444.96
04/02/24	866922	32	7300	\$ 197.10													\$ 197.10
04/03/24	867043	32	16240	\$ 438.48													\$ 438.48
04/03/24	867094	32	3060	\$ 82.62													\$ 82.62
04/04/24	867223	32	11340	\$ 306.18													\$ 306.18
04/04/24	867361	32	6180	\$ 166.86													\$ 166.86
04/04/24	867446	49			680	\$ 18.36											\$ 18.36
04/09/24	868602	32	16980	\$ 457.92													\$ 457.92
04/10/24	868732	32	7780	\$ 210.06													\$ 210.06
04/10/24	868964	32	14680	\$ 396.36													\$ 396.36
04/10/24	869148	32	11560	\$ 312.12													\$ 312.12
04/11/24	869389	32	13320	\$ 359.64													\$ 359.64
04/11/24	869586	32	6300	\$ 170.10													\$ 170.10
04/12/24	869729	49			1300	\$ 35.10											\$ 35.10
04/12/24	869789	38									6700	\$ 120.60					\$ 120.60
04/12/24	869821	38									6560	\$ 118.08					\$ 118.08
04/12/24	869852	38									5880	\$ 107.64					\$ 107.64
04/12/24	869911	38									6100	\$ 109.80					\$ 109.80
04/12/24	869930	80						1440	\$ 40.32								\$ 40.32
04/12/24	869940	38									6320	\$ 113.76					\$ 113.76
04/12/24	869966	80									1860	\$ 33.48					\$ 33.48
04/12/24	869976	38									7160	\$ 128.88					\$ 128.88
04/16/24	870990	32	15920	\$ 429.84													\$ 429.84
04/16/24	871187	32	11180	\$ 301.86													\$ 301.86
04/17/24	871394	81															\$ 80.77
04/17/24	871429	32	14560	\$ 393.12													\$ 393.12
04/17/24	871614	32	11140	\$ 300.78													\$ 300.78
04/17/24	871624	38															\$ 361.26
04/18/24	871816	32	13380	\$ 361.26													\$ 361.26
04/18/24	871968	81															\$ 61.27
04/18/24	871988	32	6920	\$ 186.84													\$ 186.84
04/19/24	872121	81															\$ 129.24
04/19/24	872178	38									7180	\$ 129.24					\$ 129.24
04/19/24	872198	38									8340	\$ 150.12					\$ 150.12
04/19/24	872224	49															\$ 80.48
04/19/24	872266	38									7740	\$ 139.32					\$ 139.32
04/19/24	872322	38									6580	\$ 118.44					\$ 118.44
04/19/24	872359	38									6460	\$ 116.28					\$ 116.28
04/19/24	872385	38									7140	\$ 128.52					\$ 128.52
04/22/24	872884	49															\$ 168.48
04/22/24	873156	49															\$ 191.16
04/23/24	873404	49															\$ 156.60
04/23/24	873404	32	16040	\$ 433.08													\$ 433.08
04/23/24	873431	49									2060	\$ 55.62					\$ 55.62
04/23/24	873538	38									6140	\$ 110.52					\$ 110.52
04/23/24	873558	32	7880	\$ 212.76													\$ 212.76
04/23/24	873561	38									6020	\$ 108.36					\$ 108.36
04/24/24	873788	49															\$ 138.78
04/24/24	873795	32	12260	\$ 331.02													\$ 331.02
TOTALS			100.23 Tons	\$ 5,482.96	2.48 Tons	\$ 133.92	13.16 Tons	\$ 710.64	0.72 Tons	\$ 40.32	483.14 Tons	\$ 1,733.04		0.51 Tons	0.00 Tons	0.00 Yards	\$ 9,252.92

April Building Permit & Fees Report					
Permit Category		Monthly Summary			
Category Prefix	Category Name	Value	Fees Collected Acct 01-44300-00	Number of Permits / Structures	Number Dwelling Units
Residential Building					
100	New Single Family	\$0.00	\$0.00	0	0
110	New Two Family	\$0.00	\$0.00	0	0
120	New Multi-Family	\$0.00	\$0.00	0	0
130	Residential Additions	\$0.00	\$0.00	0	0
140	New Accessory Buildings	\$0.00	\$0.00	0	
141	Addn Accessory Bldg	\$0.00	\$0.00	0	
150	Interior Alterations	\$330,000.00	\$410.00	2	
151	Exterior Alterations	\$0.00	\$0.00	0	
160	Decks/Patios	\$3,900.00	\$30.00	2	
170	Fences	\$23,156.98	\$105.00	7	
180	In-Ground Pools	\$0.00	\$0.00	0	
181	Above Ground Pools	\$0.00	\$0.00	0	
190	Raze Residential	\$0.00	\$0.00	0	
Sub-Total Residential Building		\$357,056.98	\$545.00	11	0
Commercial & Industrial Building					
200	New Buildings	\$0.00	\$0.00	0	
210	Additions	\$0.00	\$0.00	0	
220	Interior Alterations	\$0.00	\$0.00	0	
221	Exterior Alterations	\$0.00	\$0.00	0	
230	Signs	\$8,500.00	\$25.00	1	
240	Raze Com'l/Ind	\$0.00	\$0.00	0	
Sub-Total Commercial/Industrial Building		\$8,500.00	\$25.00	1	
Electric					
300	Residential Services	\$0.00	\$0.00	0	
310	Residential Alterations	\$6,980.00	\$138.00	3	
320	Commercial/Industrial Services	\$0.00	\$0.00	0	
321	Commercial/Industrial Alterations	\$0.00	\$0.00	0	
Sub-Total Electric		\$6,980.00	\$138.00	3	
HVAC					
400	Residential Heating	\$9,000.00	\$30.00	1	
401	Residential AC	\$0.00	\$0.00	0	
402	Residential - Both	\$0.00	\$0.00	0	
410	Com'l & Ind Heating	\$0.00	\$0.00	0	
411	Com'l & Ind AC	\$0.00	\$0.00	0	
412	Com'l & Ind - Both	\$0.00	\$0.00	0	
420	Other	\$0.00	\$0.00	0	
Sub-Total HVAC		\$9,000.00	\$30.00	1	
Plumbing					
500	Residential Laterals	\$11,000.00	\$80.00	1	
501	Residential Alterations	\$33,499.10	\$210.00	6	
510	Com'l & Ind Laterals	\$0.00	\$0.00	0	
511	Com'l & Ind Alterations	\$0.00	\$0.00	0	
512	Other	\$0.00	\$0.00	0	
Sub-Total Plumbing		\$44,499.10	\$290.00	7	
Permit Totals		\$426,036.08	\$1,028.00	23	0
			Fees Collected	Number	
Miscellaneous Fees					
UDC Seals			\$0.00	0	
Parkland Dedication Fee			\$0.00	0	
Grade Fee			\$0.00	0	
VoK Sanitary Sewer Connection Fee			\$0.00	0	
HOVMSD Sanitary Sewer Connection Fee			\$0.00	0	
Storm Water - Erosion Control Permits			\$0.00	0	
Admin Fee			\$0.00	0	
Erosion			\$0.00	0	
Storm Sewer Fee			\$0.00	0	
Total Miscellaneous Fees			\$0.00		
Total All Fees			\$1,028.00		



Department Report

To: Village Board
From: Holly Femal | Community Enrichment Director
Date: May 6th, 2024
Re: Community Enrichment Director's Report

APRIL HIGHLIGHTS

PARKS

- We celebrated Arbor Day in full force. 34 trees were planted in Sunset Park and 1 in Roosevelt Park as part of the living forest program in partnership with the 2nd Grade of Westside Elementary. Students learned some fun tree stats, participated in a scavenger hunt, and planted trees. Fun was had by all, and many memories were made. A huge kudos to the parks staff for all the prep work that goes into getting the park ready for the kids to have a positive experience. A huge "thank you" to all who donated living forest trees for without them we wouldn't have had the trees to plant. And a huge thanks to Westside for coming to plant and celebrate with us.
- The Sunset Park Splash Pad Pre-con was held. Peters should be mobilizing in the coming week with work starting on hydro-excavating the water supply first with fencing to be the next priority as we navigate construction happening while the beach is open this summer. The contract states the project should be complete by mid-August.
- It's baseball, softball and soccer season. Parks staff have been navigating ball diamond prep and determining which fields are playable to support KHS teams. For the most part, we've been able to "play ball" with the exception of the heavy snow early in the month. It's been busy busy busy.
- The Street and Parks shop yard received a clean up effort this month – notable for the parks is the discovery of 2 long "I" beams on the site. These beams will be repurposed into a walking bridge for the Conservancy to replace a displaced wooden structure that currently exists. Tentatively this project could happen in 2024 – we are cautiously optimistic.
- A walk through of the Papermill Run Trail was completed. 6 panels of concrete will be replaced as they have cracks in them. The landscaping company will also return in the coming weeks to re-seed large portions of the site that didn't take hold, regrade areas not pitched away from the trail, remove the orange snow fence that keeps shredding, and restore the areas around the trail railing. The railing company returned in April and re-galvanized discolored areas of the railing with a closer color match cold-galv process as well as removed rough areas or burs in the railing. With recent wind, trees from the Cradle to Crayons property have fallen into the County Right of Way – we will navigate through those future discussions.
- Continued: The Verhagen Park fundraising initiative continues. The fundraising sign has been installed in the park. We can put our first decal on the fundraising thermometer when we reach \$10,000. Updates on poured in place have been added to the fundraising webpage here:

<https://www.vokimberly.org/departments/parks-recreation/verhagen-park-playground-fundraiser/>

- Continued with updates: Work continues on the Sunset Park Upper Diamond Lighting Project. A quote for lighting was received by Musco, and the site layout was developed. Updates from April include soil borings that were completed to assist Musco in development of lighting bases and pole design. The board should anticipate a comprehensive package of information in May to begin the purchasing process and implementation.

RECREATION

- The old Sunset Beach time clock has been found and will be used as a way for Parks staff to punch in this summer. Who knew we would be happy to have saved this relic?
- Teams are formed, sponsors assigned, coaches assigned, rosters sent out, practices scheduled, gear bags put together and distributed, league games scheduled, shirts ordered, and recreation baseball staff interviewed and hired. We are geared up for the 2024 baseball season with 24 Kimberly teams and over 400 kids playing in the program. Now we just need nice weather for opening week May 13th – 15th!
- Summer Tot programs continue to fill as we gear up for that programming to begin in June.

EVENTS AND OUTREACH

- CED attended the HOV Chamber of Commerce – Municipal Update as the Kimberly representative presenting on updates in the Kimberly Community in TID development and parks/events/projects coming in the community. Networking with local companies followed. Presentations from Kaukauna and Little Chute also occurred.
- CED attended Career Day at Westside Elementary presenting to three groups of students for 20-minute sessions on “Local Government” and “Parks & Recreation”. Students asked LOTS of questions and were excited to share about the parks that they love to visit in Kimberly.
- CED attended a WPRA NEWPRO meeting of other parks professionals in NE WI. Meeting was held at Howard Commons in Howard. Session highlights included park amenity development with creative TID initiatives as well as “Project Management 101” provided for CEU credit. CED is also on the “Parks Section” for WPRA supporting continuing education with planning for a Fall Workshop.
- CED attended the quarterly Champion Center Advisory Committee meeting at the Community First Champion Center. The courts and rinks are booked to capacity consistently and the facility continues to exceed expectations for bringing athletes to the Fox Cities.
- CED attended a “Key 3” meeting with Boy Scouts Troop 44 planning clean up nights at the Conservancy and Sunset Park as well as partnership opportunities for the troop to engage with groups like the Kimberly Library, KRA, and others.
- In preparation for the June ribbon cutting event for the Loop the Locks Trail, CED met with Gwen Sargent of Appleton Bike Shop and Fox Cities Greenways Inc. to plan a “slow roll” bike ride to be held immediately after the ribbon cutting. Challenges include avoiding the Konkapot Trail in Kaukauna as it’s unpaved – Kimberly’s portion is smooth sailing though 😊
- The 2024 Tree Board meeting was held with updates on planting plan for 2024, a review of the 2023 vs. 2024 budget priorities and acknowledgement that we exceed expectations for Tree City USA status. We <3 Trees.
- CED Facilitated the Summer HOVWP meeting learning about the Multicultural Coalition and the work they do within the community. Their initial start was in 2020 supporting persons of color gaining access to vaccinations with following growth as a 501c3 and funded through the CDC.

TOP PRIORITIES FOR MAY

- Get the Beach up and running, train staff, fill the pond, stock the concession stand, etc.
- Facilitate the Door County Trip with Little Chute and Sherwood. Only 4 seats left on the bus!
- Facilitate the Community Wide Rummage Sale “Sale list”
- Attend Mock-Interview day at JRG
- Plan out/Map Out all living forest trees and order plaques for on Shelter 1
- We will be saying “Congratulations” to Patty Ebben, Administrative Assistant, as she celebrates her retirement in May. More to come on “sending her off in style”.
- Bid opening for Street/Parks Facility
- Coordination meeting for Bike to the Beat
- Gather and present Special Event Permits.
- Finish the last pieces for the Sunday at the Amphitheater Series.
- New for CED in May – member of the FCCVB Grant Committee, attend first meeting.
- Continued: Cooperative long range master planning for lower diamond facility. Waiting for conceptual engineering documents before next steps can continue.



Department Report

To: Village Board
From: Holly Selwitschka | Library Director
Date: May 2024
Re: Library Report



APRIL HIGHLIGHTS

- Fox Cities Book Festival hosted 3 authors and greeted more than 250 attendees at the 2-day event that took place at both the Fox Cities PAC and Gibson Music Hall.
- We celebrated National Library Week with cookies for patrons.
- Tracy and Julie teamed up to host Book Trivia at il Bar that brought in 8 teams for friendly book trivia competition! Ann has hosted a series of story times at il Bar, too, complete with hot cocoa!
- Ann and Julie partnered with the Kimberly High School to offer AP study nights. The library provided pizza and a space to study or hang out with study buddies.
- The library had partnered with the 4-K classrooms Monster Maker project. Students were asked to create a monster, then kits were created and distributed to community members to sew the designs provided by students. The library helped distribute the kits to make monster-themed stuffed animals designed by the kids. In April, library staff helped to return the monster plush to their happy owners.

TOP PRIORITIES FOR MAY

- We are hatching chicks again this year. If all goes well, chicks should hatch on May 15. Special story times with the chicks will be offered.
- We will plant the garden in May and host some bee-themed programs. One of the garden beds will feature pollinator plants.
- Friends of the Kimberly Library will host a used book sale in the library during the Village-Wide rummage sales.
- May is a busy month to finish up Summer Reading Program plans and for hosting class visits from preschoolers and young elementary students.

UPCOMING EVENTS

Kimberly Reads The Pulitzer: The 2024 Reading Challenge

Kimberly Reads: The Pulitzer. We're getting ready for the 2024 spring Pulitzer Prize announcement. In preparation for the big day, we're launching our 2024 Pulitzer Prize Reading Challenge, a 9 month challenge to get you reading award-winning books!

Here's how it works. Challenge yourself to read 8 of the last 12 Pulitzer Prize winners in fiction. Readers will get a punch card to track their progress. Anyone who gets 4 punches by 9/16/24, will get entered into the midway prize drawing. Anyone with 8 punches by 12/30/24 (the last day of the challenge), will get entered into the grand prize drawing.

Just stop at the circulation desk to get signed up. Happy Reading!



Summer Reading is Just Around the Corner!

June 10 – August 3

Fun Summer Events and Reading Incentives for Readers of all ages!



Bee Friendly Gardening Workshop – Saturday, May 4 @11-12pm Bee friendly this spring! Learn tips on how to make your garden pollinator friendly with the experts from Outagamie County Master Gardener Association, Wilds Ones Fox Valley, and Kimberly Public Library. Hear about beneficial plants and create your own bee hotel to put in your garden.

Hidden Gems Book Club – Tuesday, May 7 @ 4-4:45pm Discover a gem of a book! Talk about your favorite books and learn about the newest chapter books on our shelves. Take a new book home and share your review of it during the following meeting. Create your own Shrinky Dink gem of a favorite book each meeting! For readers in grades 3-6.

Introduction to Beekeeping – May 7 @6-7pm Evergreen Room: Introduction to Beekeeping with the Brown County Beekeepers Association; Curious about beekeeping? Learn the basics of beekeeping for hobbyists with the Brown County Beekeepers Association. ABOUT THE SPEAKER: Dave Elsen has been in beekeeping for 8 years and manages between 4-8 hives annually. He was the President of the Brown County Beekeepers for the last 5 years.

Laughter Clinic with Dr. Belle E. Button – Wednesday, May 8 @10-10:30 Come clown around with us! Learn to find your funny bone and how to keep your belly button clean at this fun

event featuring Dr. Belle E. Button. There will be plenty of laughs to brighten your day! Geared for preschoolers and their parents/caregivers, but all ages welcome.

LitFix Book Club – Meets the 1st Thursday of each month @10am; In Person @ the Kimberly Public Library. June: “Midnight Library” by Matt Haig

Writer’s Group – 2nd Thursday of each month at 10am-Noon The writing group is for fun; no critiques are done, just support. At each meeting, members spend time writing from a prompt then share what they’ve written. There is no pressure to read your writing out loud, just encouragement.

Senior Movies – 2nd Thursdays @12:30pm Come for the popcorn. Stay for the movie! The senior movie matinee begins at 12:30PM in the Evergreen Room. Call the library at 920-788-7515 to get the movie title.

Short Story Group Discussions - May 21 @9-10am Short Story Group reads a classic and a contemporary short story then meets once a month to discuss what they read.

Baby Chick Story Time - Tuesday, May 21 @10am AND 4pm The baby chicks have hatched! Enjoy a few stories and songs and a chance to say hello to our fuzzy friends before they head off to adventures at Holly’s farm. This event repeats at 4PM.

Evening Book Club for Adults – Tuesday, May 21 @5:30-6:15pm Join us for an adult book club in the evening. Come after work in your scrubs. Come with an afterwork snack. Take a break from your kids. All adults welcome.

Memory Café, a collaboration of the Fox Valley Memory Project - 4th Wednesday of each month from 1:30-3pm; In Person at the Kimberly Public Library/ Municipal Center Complex Community Room Memory Cafes are for those experiencing memory loss and their loved ones. For safety, all participants must attend with a partner.

Friday Reads - Every Friday @ 11am; Virtual on Facebook Live – Hear about great book recommendations from Librarians Jill and Julie every week on facebook, then come into the library to check out the best ones!

Card Making (for adults) – Tuesday, May 14@ 5-6pm Evergreen Room. Create 8 handmade cards with long-time Crafters Marina and Erin. All supplies will be provided. This craft is for adults. Registration begins May 1st at 9AM. Call the library at 920-788-7515. Space limited.



Friends of the Kimberly Public Library Spring Booksale

Get ready for the Friends of the Kimberly Library Spring Booksale! All sales benefit programs and services at the Kimberly Public Library.

The first day of the sale is **May 18th from 9:00AM-1:00PM.**

The second day of the sale is **May 20th from 9:00AM-6:00PM.**

The second day is a \$5 bag sale, anything you can fit in a brown paper bag is just \$5.

Exotic Pet Surrender Event, Saturday, May 18 @9am-1pm

J&R Aquatic Animal Rescue

Do you find yourself unable to provide the care your exotic pet deserves? J&R Aquatic Animal Rescue has the solution with the launch of their Exotic Pet Surrender Event series with Kimberly Library hosting on May 18 from 9AM to 1PM.

This unique initiative welcomes pet owners to surrender their fish, invertebrates, reptiles, pet birds, small mammals, and plants—no questions asked. However, domestic pets like dogs, cats, rabbits, pigs, and chickens will not be accepted. Owners of domestic animals are encouraged to explore rehoming options with local pet shelters or rescues.

Attendees will have the opportunity to meet captivating animal ambassadors and capture memories at a photobooth featuring rescued pets.

Recognizing the limited rehoming options for exotic animals in some areas, the event aims to discourage the harmful practice of releasing pets into the wild. J&R Aquatic Animal Rescue has collaborated with regional rehoming partners, including Fox-Wolf Watershed Alliance, Winnebago Waterways, and University of Wisconsin Sea Grant/Water Resources Institutes, to provide responsible alternatives for owners who can no longer care for their exotic pets.

All surrendered pets will undergo a brief quarantine and evaluation period before becoming available for adoption. To facilitate a smooth process, organizers request that surrendered animals be contained in secure containers.

This impactful program is made possible through the generous sponsorship of Festival Foods, Ship Your Reptiles, Chemipure, Reef Aquaria Design, and Jellyfish Art.

For inquiries about the Exotic Pet Surrender Event, please contact John Moyles at J&R Aquatic Animal Rescue via email: adoptions@jraar.org.

Join us in making a positive difference in the lives of exotic pets and their owners.

J&R Aquatic Animal Rescue (JRAAR) is a dedicated organization committed to the welfare of aquatic animals. Through rescue, rehabilitation, and responsible rehoming efforts, JRAAR strives to create a compassionate community for both animals and their human counterparts.



Department Report

To: Village Board
From: Maggie Mahoney, Administrator
Date: May 6, 2024
Re: Administrator's Report

HIGHLIGHTS FOR APRIL

- Budget & CIP:
 - 2025-2029 CIP request forms sent to Staff/Department Heads on April 15 (per policy).
- 2023 Audit:
 - All parties mutually agreed upon timeline and how to handle upcoming form C and PSC filing processes.
- Began computer equipment replacements.
- Streets and Parks Facility Project:
 - On April 11 the final sale of GO refunding bonds was completed for a final issue size of \$9,980,000 with an interest rate of 3.998% on a 20 year issuance. Funds will be settled on May 15.
 - Contractor walk-thru on April 18.
- Municipal Complex Generator installation occurred successfully on April 19-20. The final action is the generator "start up" which will occur on May 17 at 3:00pm.
- Departments Heads met with CVMIC for annual service and engagement meeting on April 4.
- Annual All-Staff training day occurred on April 29. CVMIC representatives provided training to all staff on customer service; slips, trips and falls; fire extinguishers; and to supervisors on the Fair Labor Standards Act.

TOP PRIORITIES FOR MAY

- Budget & CIP:
 - 2025-2029 CIP analysis of available and acceptable funding levels to Staff/Department Heads by May 15 (per policy).
- 2023 Audit:
 - On site field work for financial statement conducted by Kerber Rose on May 2 and 3.
- Continue computer equipment replacements and disposal plan.
- Update contact information for Village's Emergency Response Plan.
- Streets and Parks Facility Project:
 - Bid closes on May 14 with plan to award in early June.



Department Report

To: Village Board
From: Maggie Mahoney, Community Development Director
Date: May 6, 2024
Re: Community Development Report

HIGHLIGHTS FOR APRIL

- Blue at the Trails Development:
 - Attorney and Administrator met with their team on counter on development agreement on April 19.
 - Easement granted to WE Energies for trail lighting.
- Director Femal presented at the Heart of the Valley Chamber of Commerce annual community update, Tuesday April 23, 2024 at their building in Kaukauna.

TOP PRIORITIES FOR MAY

- Blue at the Trails Development:
 - Agreement revisions to bring forward to the Board for consideration.
 - Groundbreaking on the first multi-unit townhomes and single-family homes.
 - Continue discussions regarding riverfront scenic overlook along trail.
- Plan for and schedule the CDA and KEDO meetings in conjunction with Joint Review Board.
- Check-in meeting Village staff and Kimberly Riverfront LLC/Midwest Expansion on status of developments and other matters.