

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Legislative Chambers
160 S Macy Street

October 22, 2025
6:00 PM

1. CALL TO ORDER

- a. Roll Call
- b. Declaration a Quorum Is Present
- c. Pledge of Allegiance
- d. Silent Reflection

2. PUBLIC HEARINGS

- a. 2026 Budget
- b. 2026 Transit Budget

3. CONSENT AGENDA

- a. October 8, 2025 Regular Council Meeting Minutes
- b. List Of Claims Dated October 15, 2025

4. AUDIENCE COMMENTS (Agenda and Non-agenda items)

5. ACTION ITEMS

- a. Resolution No. 9206
A Resolution Cancelling The City Council Meeting For November 25, 2025
Introduction: City Manager
- b. Ordinance No. 3818
An Ordinance Amending The City Of Fond du Lac 2040 Comprehensive Plan
Introduction: Community Development Director
- c. Ordinance No. 3819
An Ordinance Rezoning 335 Grove Street (FDL-15-17-15-23-556-00) And 341 Grove Street (FDL-15-17-15-23-557-00) From R-1 (Single Family Residential District) To M-1 (Manufacturing District)
Introduction: Community Development Director

6. PRESENTATION OF INPUT ITEMS

- a. Water Supply Service Area Plan
Presented By: Travis Kloetzke, Waterworks General Manager and Steve Kluesner, Strand Associates
- b. Recruitment Process For Community Development Director Position
Presented By: City Attorney/Director of Human Resources

7. ADJOURN

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: 2026 Budget

Subject:

Initiator:

Recommendation:

ATTACHMENTS:

File Name

2026_Public_Hearing_Notice-Budget-For_Newspaper.pdf

CITY OF FOND DU LAC

NOTICE IS HEREBY GIVEN that a Public Hearing will be held in the Legislative Chambers located in the City-County Government Center, 160 South Macy Street, Fond du Lac, Wisconsin, on October 22, 2025 at 6:00 p.m. at which time any resident or taxpayer of the City of Fond du Lac shall have an opportunity to be heard on the Proposed 2026 City Budgets. A summary of the proposed budgets is presented below and copies of the proposed budgets are available for public inspection in the City Clerk's office in the City-County Government Center, 160 South Macy Street, at the Fond du Lac Public Library, 32 Sheboygan Street, and on the City of Fond du Lac website, www.fdl.wi.gov.

CITY OF FOND DU LAC 2026 PROPOSED BUDGET SUMMARY

The 2026 GENERAL FUND BUDGET is as follows:

REVENUES AND OTHER FINANCING SOURCES:	2025 Budget	2026 Budget	Percent Change
Taxes (other than property taxes)	\$2,241,365	\$2,170,313	
Special Assessment Payments	107,000	26,500	
Licenses and Permits	1,208,335	1,192,436	
Intergovernmental Revenues	13,124,932	13,339,392	
Public Charges for Services	3,168,565	3,153,015	
Fines, Forfeits and Penalties	430,000	370,000	
Interest and Rent	1,674,100	1,807,000	
Miscellaneous Revenues	124,200	131,800	
Total Revenues Excluding Property Taxes	\$22,078,497	\$22,190,456	
General Property Taxes	17,755,129	19,185,751	
Unassigned Fund Balance Applied to Budget	133,334	136,708	
Fund Balance Applied	133,334	136,708	
TOTAL REVENUES, OTHER FINANCING SOURCES AND FUND BALANCE APPLIED	\$39,966,960	\$41,512,915	3.9%

EXPENDITURES AND OTHER FINANCING USES:

General Government	3,293,126	3,514,583	
Public Safety	24,864,782	25,831,542	
Public Works	7,157,201	7,419,815	
Parks, Culture & Recreation	2,465,463	2,539,078	
Community Development	1,805,988	1,827,497	
TOTAL EXPENDITURES	39,586,560	41,132,515	3.9%
Transfers to Other Funds	380,400	380,400	
TOTAL EXPENDITURES AND OTHER FINANCING USES	\$39,966,960	\$41,512,915	3.9%

The 2026 budgets for

all funds combined:	Fund Balance January 1	Total Revenues	Total Expenditures	Fund Balance December 31
General Fund	\$ 12,661,113	\$41,376,207	\$41,512,915	\$ 12,524,405
Special Revenue Funds	2,138,236	7,873,902	7,754,561	2,257,577
Debt Service Fund	356,292	13,954,128	13,780,942	529,478
Capital Projects Funds	-	22,462,500	22,462,500	-
Wastewater Treatment & Resource Recovery	23,068,957	17,049,399	18,325,563	21,792,793
Water Utility	15,077,078	22,051,096	21,493,954	15,634,220
Internal Service Fund-Health Insurance	1,760,621	6,163,711	5,918,781	2,005,551
Internal Service Fund-Information Technology	108,264	2,576,759	2,625,589	59,434
Total All Funds	\$ 55,170,561	\$133,507,702	\$ 133,874,805	\$ 54,803,458

The property tax levy for City purposes is summarized as follows:

	2025 Budget	2026 Budget	
General Fund	\$17,755,129	\$19,185,751	
Library Special Revenue Fund	2,109,398	2,109,398	
Residential Recycling Special Revenue Fund	700,000	700,000	
Transit Special Revenue Fund	210,120	210,120	
Capital Projects Fund	680,832	258,500	
Debt Service Fund	12,898,738	12,663,700	
Total City Property Tax Levy	\$34,354,217	\$35,127,469	2.3%

	2025	2026	\$ Change	
Estimated Equalized Value Property Tax Rate	\$7.867	\$7.299	(\$0.568)	-7.2%

The City's outstanding debt at December 31, 2026 is projected to be:

General Obligation Notes and Bonds	\$110,725,300
Utility Revenue Bonds	42,561,955
Total Debt	\$153,287,255

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: 2026 Transit Budget

Subject:

Initiator:

Recommendation:

ATTACHMENTS:

File Name

2026_Public_Hearing_Notice-Transit_Capital-For_Newspaper.pdf

PUBLIC HEARING NOTICE - TRANSIT CAPITAL BUDGET 2026

Notice is hereby given that the City of Fond du Lac is applying to the Wisconsin Department of Transportation with a federal grant request of \$153,200 under Section 5307 of the Federal Transit Act, as amended. A public hearing will be in the Legislative chambers located in the City-County Government Center, 160 South Macy Street, Fond du Lac, Wisconsin on October 22, 2025 at 6:00 p.m. at which time any person shall have an opportunity to be heard on the proposed 2026 capital budget for Fond du Lac Area Transit.

Program of Projects

Project Descriptions:

(1) Paratransit Vehicle	\$151,000
Radio System Replacement	\$40,500
Total	<u>\$191,500</u>

Federal Share:	\$153,200
Local Share:	\$38,300
Total	<u>\$191,500</u>

Copies of the detailed program of projects are available for public inspection at the:

Department of Public Works
City of Fond du Lac
PO Box 150
160 S Macy Street
Fond du Lac, WI 54936-0150

Additionally, written comments will be considered if submitted to the:

City Clerk's Office
City of Fond du Lac
PO Box 150
160 S Macy Street
Fond du Lac, WI 54936-0150

By: October 22, 2025

Notice is further given that the proposed Program of Projects, as shown above, will be the final Program of Projects if no changes are required.

Margaret Hefter
City Clerk
City of Fond du Lac

Published October 8, 2025

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: October 8, 2025 Regular Council Meeting Minutes

Subject: October 8, 2025 Regular Council Meeting Minutes

Initiator:

Recommendation:

ATTACHMENTS:

File Name

Minutes_2025_10_8_Meeting(1255).pdf

**CITY COUNCIL MEETING MINUTES
CITY OF FOND DU LAC, WISCONSIN**

Legislative Chambers
160 S Macy Street

October 8, 2025
6:00 PM

CALL TO ORDER

Roll Call

Present

Tiffany Brault
Antonio Godfrey
Keith Heisler
Angela C Luehring
Patrick Mullen
Thomas Schuessler
Brett Zimmermann

Administrative Staff

Joseph Moore, City Manager
Dyann Benson, Community Development Director
Tricia Davi, Director of Administration
Deb Hoffmann, City Attorney
Paul De Vries, Director of Public Works
Chris Johnson, City Engineer
Lori Burgess, Interim Library Director
Aaron Goldstein, Chief of Police
Erick Gerritson, Fire Chief
Kathryn Duveneck, IT Services Director

Declaration a Quorum Is Present

President Brault declared a quorum present.

Pledge of Allegiance

Pledge of Allegiance was recited.

Silent Reflection

A moment of silent reflection was observed.

CONSENT AGENDA

September 17, 2025 Special Meeting Minutes

September 24, 2025 Regular Council Meeting Minutes

List Of Claims Dated October 1, 2025

Denial Of Claim
Claimant - Isaac Judd

A Motion was made by Keith Heisler to approve the consent agenda and seconded by Antonio Godfrey, Sr., and the motion was **Passed**.
Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

AUDIENCE COMMENTS (Agenda and Non-agenda items)

Spoke In Support Of Non-Agenda Item: Homeless Citizen Rehabilitation:
Andra Mader, 505 Wettstein Avenue, Fond du Lac

ACTION ITEMS

"Class B" Intoxicating Liquor and Class "B" Fermented Malt License

A Motion was made by Thomas Schuessler to approve "Class B" Intoxicating Liquor and Class "B" Fermented Malt License for 1836 Renegade Taproom, LLC d/b/a 1836 Renegade Taproom at 103 S Main Street and seconded by Patrick Mullen, and the motion was **Passed**.
Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

Resolution No. 9205

File No. 2025-93

A Motion was made by Patrick Mullen to approve Resolution No. 9205 A Resolution Approving The 2026 Business Improvement District Operating Plan With Supporting BID Tax Rate and seconded by Angela Luehring, and the motion was **Passed**.
Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

Ordinance No. 3815

File No. 2025-94

A Motion was made by Brett Zimmermann to approve Ordinance No. 3815 An Ordinance Amending Chapter 339 Of The Code Of The City Of Fond du Lac Regarding Archery Practice Permits and seconded by Keith Heisler, and the motion was **Passed**.
Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

Ordinance No. 3816

File No. 2025-95

A Motion was made by Antonio Godfrey, Sr. to approve Ordinance No. 3816 An Ordinance Amending Chapter 630, Vehicles And Traffic, Of The Code Of The City Of Fond du Lac To Add Parking Restrictions On South Main Street and seconded by Angela Luehring, and the motion was **Passed**.
Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

Ordinance No. 3817

File No. 2025-96

A Motion was made by Keith Heisler to approve Ordinance No. 3817 An Ordinance Amending Chapter 630, Vehicles And Traffic, Of The Code Of The City Of Fond du Lac To Add Parking Restrictions On South National Avenue and seconded by Antonio Godfrey, Sr., and the motion was **Passed.**

Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

PRESENTATION OF INPUT ITEMS

ADJOURN

A Motion was made by Brett Zimmermann to adjourn at 6:11 p.m. and seconded by Angela Luehring, and the motion was **Passed.**

Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

Margaret Hefter
City Clerk

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: List Of Claims Dated October 15, 2025

Subject: List Of Claims Dated October 15, 2025

Initiator:

Recommendation:

ATTACHMENTS:

File Name

List_of_Claims_Memo_10-15-25.pdf

CITY OF FOND DU LAC - Memorandum

Department of Administration

Date: October 15, 2025

To: City Council

From: Tricia Davi, Director of Administration

Re: List of Claims

The list of claims for goods and services for the payment periods September 27, 2025 through October 10, 2025 for all funds total \$2,229,840.01. Wisconsin statute 66.0609 (2) requires the comptroller to file, at least monthly with the City Council, a list of approved claims paid.

Suggested Motion: Receive and File

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: Resolution No. 9206

Subject: A Resolution Cancelling The City Council Meeting For
November 25, 2025
Introduction: City Manager

Initiator:

Recommendation:

ATTACHMENTS:

File Name

9209_Res_Cancelling_Nov._25_2025_meeting.pdf

RESOLUTION NO. 9206

**A RESOLUTION CANCELLING THE CITY COUNCIL MEETING FOR
NOVEMBER 25, 2025**

WHEREAS, this date is the Tuesday before Thanksgiving; and

WHEREAS, there are no items that must be acted upon for that date.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Fond du Lac that the City of Fond du Lac City Council meeting for November 25, 2025 be cancelled.

ADOPTED:

Tiffany Brault, President
Fond du Lac City Council

Attest:

City Attorney:

Reviewed DSM

Margaret Hefter, City Clerk

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: Ordinance No. 3818

Subject: An Ordinance Amending The City Of Fond du Lac 2040
Comprehensive Plan
Introduction: Community Development Director

Initiator:

Recommendation:

ATTACHMENTS:

File Name

CompPlanAmendmentNo6Ordinance.pdf

Exhibit_A.pdf

PC_Memo_Comp_Plan_Amendment.pdf

Public_Notice_Comp_Plan(2).pdf

10-13-25_Plan_Commission_Excerpt_Comprehensive_Plan_Amendment_No._6.pdf

ORDINANCE NO. 3818

AN ORDINANCE AMENDING THE CITY OF FOND DU LAC 2040 COMPREHENSIVE PLAN

The City Council of the City of Fond du Lac do ordain as follows:

WHEREAS, the Plan Commission of the City of Fond du Lac adopted the “City of Fond du Lac 2040 Comprehensive Plan” (Comprehensive Plan) via Plan Commission Resolution No. 2021-01 and the City Council adopted the Comprehensive Plan via Ordinance No. 3731, and

WHEREAS, the Comprehensive Plan adopts the “Future Land Use Map”, incorporating the recommended future land use goals and policies into Chapter 9: Land Use; and

WHEREAS, the “Future Land Use Map” guides future planning and location of development that will meet the said goals and policies of Chapter 9: Land Use and Comprehensive Plan; and

WHEREAS, the environment in which the Comprehensive Plan is implemented is dynamic, it is expected that amendments to the Comprehensive Plan may be needed to address changing conditions; and

WHEREAS, the Future Land Use Map may be amended following the criteria set forth in Chapter 9: Land Use; and

WHEREAS, the amended Future Land Use Map will enable the expansion of an manufacturing use to support additional parking needs currently limited within its existing boundaries and will reflect the uses of these parcels for such use; and

WHEREAS, a copy of the Future Land Use amendment, as amended by Plan Commission to include only two (2) parcels proposed for rezoning, is attached hereto as Exhibit A as Comp Plan Amendment No. 6, incorporated by reference, and

WHEREAS, the Plan Commission recommended approval of the Comprehensive Plan amendment, as amended, at its meeting held on October 13, 2025.

Now therefore, the City Council of the City of Fond du Lac do ordain as follows:

PART I. The “City of Fond du Lac 2040 Comprehensive Plan” and Future Land Use Map are hereby amended to the depicted in Exhibit A of this resolution.

PART II. All ordinances and parts of ordinances contravening the provisions of this ordinance are hereby repealed.

PART III. The provisions of this ordinance shall be in full force and effect from and after its passage and publication.

ADOPTED:

Tiffany Brault, President
Fond du Lac City Council

Attest:

City Attorney:

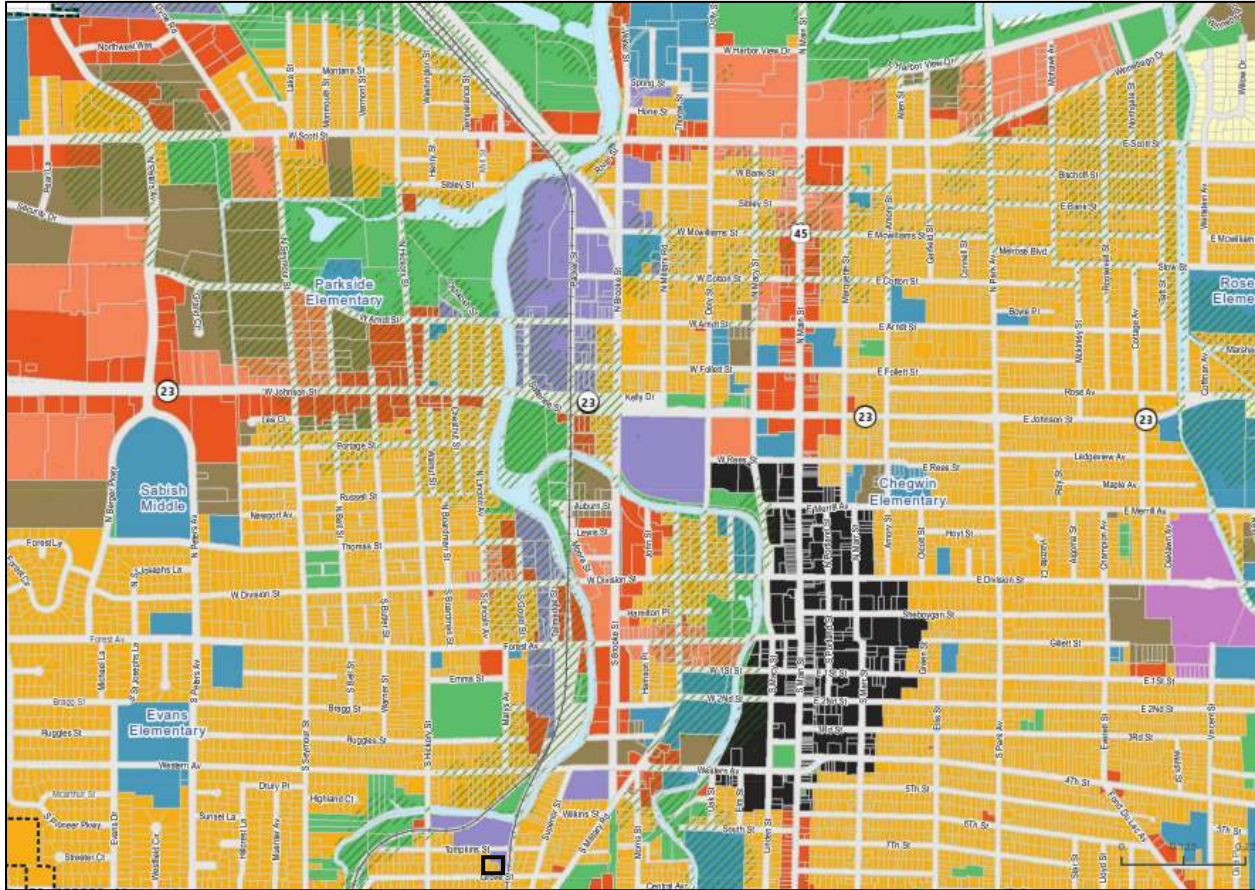
Reviewed DSM

Margaret Hefter, City Clerk

AMENDED

COMPREHENSIVE PLAN AMENDMENT NO. 6

Existing Future Land Use Designation: Urban Residential – Medium Density

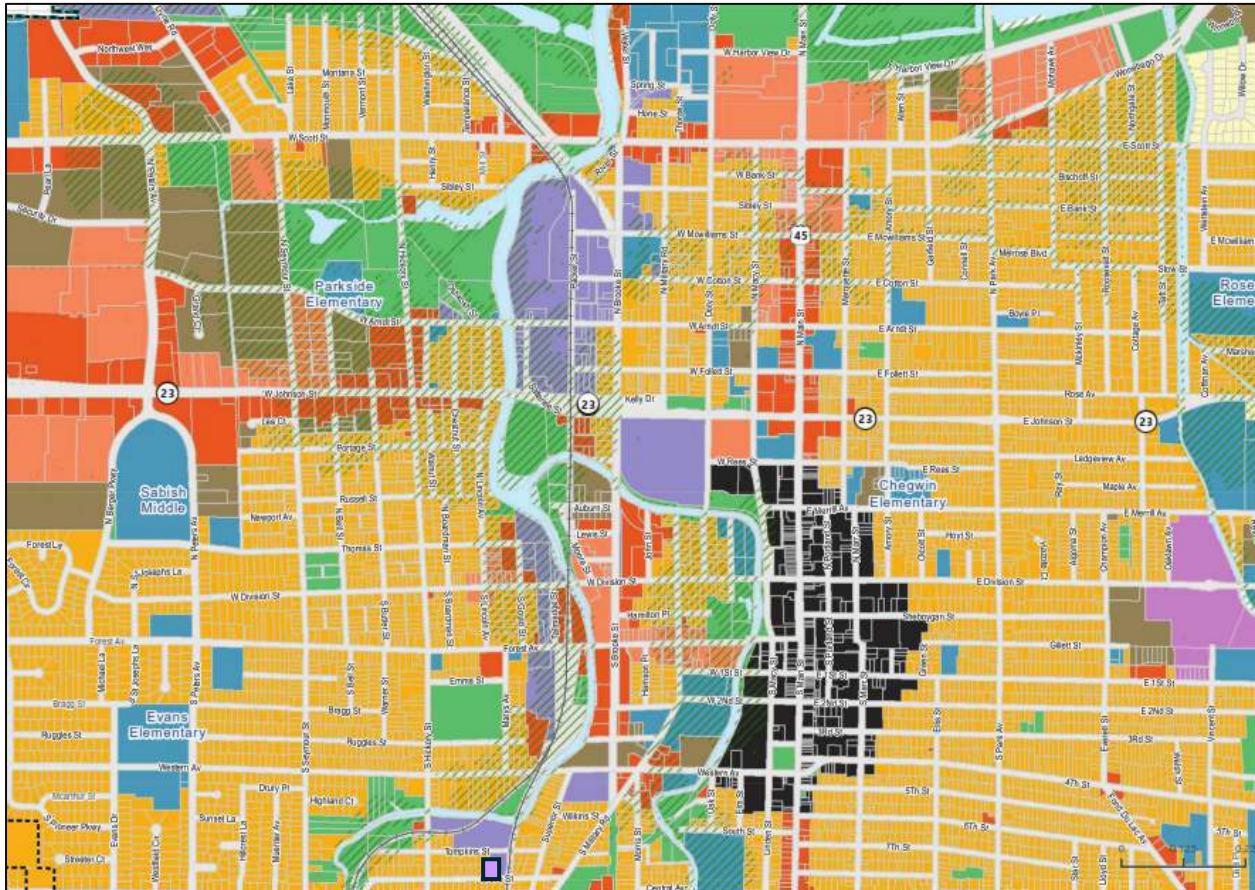


Parcel Number: FDL-15-17-15-23-557-00 (0.165 Acres), 341 Grove Street
 Parcel Number: FDL-15-17-15-23-556-00 (0.165 Acres), 335 Grove Street

AMENDED

COMPREHENSIVE PLAN AMENDMENT NO. 6

PROPOSED Future Land Use Designation: Industrial



Parcel Number: FDL-15-17-15-23-557-00 (0.165 Acres), 341 Grove Street
Parcel Number: FDL-15-17-15-23-556-00 (0.165 Acres), 335 Grove Street

CITY OF FOND DU LAC - Memorandum

Department of Community Development

Date: September 24, 2025

To: Plan Commission

From: Dyann Benson, Community Development Director

Re: Comprehensive Plan Amendment No. 6

Location: FDL-15-17-15-23-538-00 (0.165 Acres), 390 Tompkins Street
FDL-15-17-15-23-542-00 (0.165 Acres), 374 Tompkins Street
FDL-15-17-15-23-539-00 (0.165 Acres), 384 Tompkins Street
FDL-15-17-15-23-544-00 (0.165 Acres), 354 Tompkins Street
FDL-15-17-15-23-543-00 (0.165 Acres), 356 Tompkins Street
FDL-15-17-15-23-557-00 (0.165 Acres), 341 Grove Street*
FDL-15-17-15-23-535-00 (0.165 Acres), 393 Tompkins Street
FDL-15-17-15-23-560-00 (0.124 Acres), 357 Grove Street
FDL-15-17-15-23-563-00 (0.096 Acres), 373 Grove Street
FDL-15-17-15-23-562-00 (0.152 Acres), 367 Grove Street
FDL-15-17-15-23-536-00 (0.165 Acres), 401 Tompkins Street
FDL-15-17-15-23-564-00 (0.165 Acres), 377 Grove Street
FDL-15-17-15-23-565-00 (0.165 Acres), 383 Grove Street
FDL-15-17-15-23-545-00 (0.651 Acres), 348 Tompkins Street
FDL-15-17-15-23-559-00 (0.165 Acres), 351 Grove Street
FDL-15-17-15-23-540-00 (0.165 Acres), 378 Tompkins Street
FDL-15-17-15-23-546-00 (0.083 Acres), 342 Tompkins Street
FDL-15-17-15-23-558-00 (0.165 Acres), 345 Grove Street
FDL-15-17-15-23-566-00 (0.138 Acres), 389 Grove Street
FDL-15-17-15-23-567-00 (0.201 Acres), 397 Grove Street
FDL-15-17-15-23-568-00 (0.165 Acres), 403 Grove Street
FDL-15-17-15-23-556-00 (0.165 Acres), 335 Grove Street*
FDL-15-17-15-23-561-00 (0.124 Acres), 359 Grove Street
FDL-15-17-15-23-541-00 (0.165 Acres), 376 Tompkins Street
FDL-15-17-15-23-537-00 (0.331 Acres), 400 Tompkins Street

Request: Change comprehensive plan land use designations from Residential to Industrial. (* *Parcels considered for rezoning*)

Existing Land Use:	Sites:	Residential
	North:	Residential/Industrial
	South:	Residential
	East:	Residential
	West:	Industrial

Analysis

The Comprehensive Plan identifies where growth should occur and makes recommendations of future development. Reflective of the dynamics of development and growth, the Comprehensive Plan carries an expectation that amendments would be needed to address changing conditions of land use and development.

City staff had denied processing of the rezoning request due to inconsistency with the 2040 Comprehensive Plan. The applicant went to the Board of Appeals to review the administrative decision. The Board of Appeals directed the Comprehensive Plan Amendment to be reviewed by the Plan Commission. During the Board of Appeals meeting, the applicant seeking the rezoning was asked about their potential long terms plans for growth. The applicant, who previously acquired residential properties in the area, indicated the area as: Grove Street to Tompkins Street; Hickory Street to the railroad. The Board of Appeals further directed that the Plan Commission should consider the broad land use for this entire area instead of only the two parcels submitted for rezoning.

The parcels listed above are identified as residential use in the Comprehensive Plan.

Milk Specialties/Actus Nutrition is requesting a rezoning of two parcels to M-1 Manufacturing District. The properties have been acquired and the vacant structures will be razed.

In considering appropriate zoning for a property, continuity between zoning and land use is required. In other words, the *zoning* of a property must reflect the *use* of the property. The proposed industrial zoning of the subject properties conflicts with the existing land use designations for residential uses; therefore, a change to the Comprehensive Plan is necessary in order for the zoning to change.

The suggested industrial land use designation would represent the future land use. The proposed land use designation reflects the desire to expand the existing parking lot to the east.

The Comprehensive Plan Amendment and rezoning proposal will be considered as separate items on the October 13th Plan Commission agenda.

Recommendation

The process for amending the Comprehensive Plan is the same used for adoption of the Plan.

Plan Commission will make a recommendation to the City Council regarding any change of land use designation for the parcels identified above and the City Council will take final action.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Plan Commission of the City of Fond du Lac, Wisconsin, will conduct a Public Hearing at 5:30 p.m. on October 13, 2025, in Meeting Room A of the City-County Government Center, 160 South Macy Street, to amend the Comprehensive plan for the City of Fond du Lac.

The Comprehensive Plan identifies where growth should occur and makes recommendations of future development in the City. The purpose of the proposed amendment is to permit the future industrial/manufacturing expansion of land currently designated for residential uses.

The proposed amendment would change the future land use designation of the parcels listed below from residential land use to industrial land use.

The property affected by the proposed amendment consists of four parcels located on the west side of Eastgate Place. The affected land is described as follows:

Parcel Number: FDL-15-17-15-23-538-00 (0.165 Acres), 390 Tompkins Street
Parcel Number: FDL-15-17-15-23-542-00 (0.165 Acres), 374 Tompkins Street
Parcel Number: FDL-15-17-15-23-539-00 (0.165 Acres), 384 Tompkins Street
Parcel Number: FDL-15-17-15-23-544-00 (0.165 Acres), 354 Tompkins Street
Parcel Number: FDL-15-17-15-23-543-00 (0.165 Acres), 356 Tompkins Street
Parcel Number: FDL-15-17-15-23-557-00 (0.165 Acres), 341 Grove Street
Parcel Number: FDL-15-17-15-23-535-00 (0.165 Acres), 393 Tompkins Street
Parcel Number: FDL-15-17-15-23-560-00 (0.124 Acres), 357 Grove Street
Parcel Number: FDL-15-17-15-23-563-00 (0.096 Acres), 373 Grove Street
Parcel Number: FDL-15-17-15-23-562-00 (0.152 Acres), 367 Grove Street
Parcel Number: FDL-15-17-15-23-536-00 (0.165 Acres), 401 Tompkins Street
Parcel Number: FDL-15-17-15-23-564-00 (0.165 Acres), 377 Grove Street
Parcel Number: FDL-15-17-15-23-565-00 (0.165 Acres), 383 Grove Street
Parcel Number: FDL-15-17-15-23-545-00 (0.651 Acres), 348 Tompkins Street
Parcel Number: FDL-15-17-15-23-559-00 (0.165 Acres), 351 Grove Street
Parcel Number: FDL-15-17-15-23-540-00 (0.165 Acres), 378 Tompkins Street
Parcel Number: FDL-15-17-15-23-546-00 (0.083 Acres), 342 Tompkins Street
Parcel Number: FDL-15-17-15-23-558-00 (0.165 Acres), 345 Grove Street
Parcel Number: FDL-15-17-15-23-566-00 (0.138 Acres), 389 Grove Street
Parcel Number: FDL-15-17-15-23-567-00 (0.201 Acres), 397 Grove Street
Parcel Number: FDL-15-17-15-23-568-00 (0.165 Acres), 403 Grove Street
Parcel Number: FDL-15-17-15-23-556-00 (0.165 Acres), 335 Grove Street
Parcel Number: FDL-15-17-15-23-561-00 (0.124 Acres), 359 Grove Street
Parcel Number: FDL-15-17-15-23-541-00 (0.165 Acres), 376 Tompkins Street
Parcel Number: FDL-15-17-15-23-537-00 (0.331 Acres), 400 Tompkins Street

For further information you are invited to contact the Community Development Department at (920) 322-3440. A copy of the proposed Comprehensive Plan amendment is on file at the Community Development Department. The current Comprehensive Plan is available on the City's website under the Community Development Department.

All persons having an interest in the area are invited to participate in the hearing and express their opinions. Written communications will also be considered. For further information you are invited to contact the Community Development Department at (920) 322-3440. Published in accordance with Section 62.23, Wisconsin Statutes.

Dated this 29th of August, 2025

MARGARET HEFTER
City Clerk

Published: September 3rd & 7th, 2025



City of Fond du Lac

First on the Lake

Website: www.fdl.wi.gov

City-County Government Center
160 S. Macy Street~P.O. Box 150~Fond du Lac, WI 54936-0150

September 2, 2025

Re: Proposed Comprehensive Plan Amendment No. 6

The Plan Commission will be holding a public hearing on a proposed amendment to the 2040 Comprehensive Plan at their October 13, 2025 meeting. A Comprehensive Plan Amendment requires a 30 public hearing notice. The proposed amendment would change the future land use from urban residential -medium density to industrial. The parcels impacted by the change are listed on the enclosed public hearing notice along with the maps showing the proposed Comprehensive Plan Amendment area.

The Comprehensive Plan Amendment would only alter the future land use designation. The current zoning of R-1 Single Family Residential District would not be changed.

There is an exception to the statement above in that Milk Specialties/Actus Nutrition will be seeking a rezoning of the parcels at 335 and 341 Grove Street from R-1 Single Family Residential District to M-1 manufacturing District.

The October 13, 2025 Plan Commission meeting will host a public hearing on the proposed Comprehensive Plan Amendment No. 6. A public hearing on the proposed rezoning of 335 and 341 Grove Street will be held at the meeting after the public hearing on the proposed Comprehensive Plan Amendment.

All persons having an interest are invited to participate in the meeting and express their opinions. Written communications will also be considered. For further information you are invited to contact the Community Development Department at (920) 322-3440.

PLAN COMMISSION MINUTES

160 S Macy Street Fond du Lac, Wisconsin
Meeting Room A
Monday, October 13, 2025
5:30 P.M.

OPENING CEREMONIES

Attendance

Present

Alicia Hans
Joanne Giese-Kent
Brad Leonhard
Craig Much
Patrick Mullen
Brent Schumacher
Derek TerBeest

Absent

Administrative Staff

Dyann Benson, Community Development Director

Declaration Quorum Present

Chairperson TerBeest declared a quorum present at 5:30 p.m.

*****Other Business*****

PUBLIC HEARING

Comprehensive Plan Amendment No. 6

Request: Change comprehensive plan land use designations
from Residential to Industrial.

Location:

Parcel Number: FDL-15-17-15-23-538-00 (0.165 Acres), 390
Tompkins Street

Parcel Number: FDL-15-17-15-23-542-00 (0.165 Acres), 374
Tompkins Street

Parcel Number: FDL-15-17-15-23-539-00 (0.165 Acres), 384
Tompkins Street

Parcel Number: FDL-15-17-15-23-544-00 (0.165 Acres), 354
Tompkins Street

Parcel Number: FDL-15-17-15-23-543-00 (0.165 Acres), 356
Tompkins Street

Parcel Number: FDL-15-17-15-23-557-00 (0.165 Acres), 341

Grove Street
Parcel Number: FDL-15-17-15-23-535-00 (0.165 Acres), 393
Tompkins Street
Parcel Number: FDL-15-17-15-23-560-00 (0.124 Acres), 357
Grove Street
Parcel Number: FDL-15-17-15-23-563-00 (0.096 Acres), 373
Grove Street
Parcel Number: FDL-15-17-15-23-562-00 (0.152 Acres), 367
Grove Street
Parcel Number: FDL-15-17-15-23-536-00 (0.165 Acres), 401
Tompkins Street
Parcel Number: FDL-15-17-15-23-564-00 (0.165 Acres), 377
Grove Street
Parcel Number: FDL-15-17-15-23-565-00 (0.165 Acres), 383
Grove Street
Parcel Number: FDL-15-17-15-23-545-00 (0.651 Acres), 348
Tompkins Street
Parcel Number: FDL-15-17-15-23-559-00 (0.165 Acres), 351
Grove Street
Parcel Number: FDL-15-17-15-23-540-00 (0.165 Acres), 378
Tompkins Street
Parcel Number: FDL-15-17-15-23-546-00 (0.083 Acres), 342
Tompkins Street
Parcel Number: FDL-15-17-15-23-558-00 (0.165 Acres), 345
Grove Street
Parcel Number: FDL-15-17-15-23-566-00 (0.138 Acres), 389
Grove Street
Parcel Number: FDL-15-17-15-23-567-00 (0.201 Acres), 397
Grove Street
Parcel Number: FDL-15-17-15-23-568-00 (0.165 Acres), 403
Grove Street
Parcel Number: FDL-15-17-15-23-556-00 (0.165 Acres), 335
Grove Street
Parcel Number: FDL-15-17-15-23-561-00 (0.124 Acres), 359
Grove Street
Parcel Number: FDL-15-17-15-23-541-00 (0.165 Acres), 376
Tompkins Street
Parcel Number: FDL-15-17-15-23-537-00 (0.331 Acres), 400
Tompkins Street

Appeared in Support:

Keith LeFeber, Actus Nutrition (Milk Specialties),
Applicant, 385 Tompkins St, FDL

Spoke in Opposition:

Bonnie Percy, 346 Superior St, FDL
Zack Rogers, 365 W 9th St, FDL

Wallace Bump, 367 Grove St, FDL
Marie Kelley, 356 Tompkins St, FDL

Spoke in Support:

Kenneth Cain, 345 Grove St, FDL
Elizabeth Cain, 345 Grove St, FDL

The representatives from the neighborhood that opposed the proposed comprehensive plan amendment referenced the smell that comes from the plant (most stated that the smell does not happen all the time), the noise from the equipment and the white film that occasionally occurs. In addition, representatives indicated the amount of semi truck traffic not only on Hickory Street but Tompkins Street as a significant concern along with blocking driveways as they wait to access the plant. Another significant concern were the evacuations, often at night, that required them to leave their homes for hours. One homeowner stated employees often block driveways when parking on the street. They further stated that the company does not communicate with residents when undertaking projects that would impede access to the street and/or their properties.

The representatives from the neighborhood that spoke in support stated they felt the applicant was a good neighbor and felt it was important to support local businesses located in the community that employ people and bring money into the community.

Members of the Plan Commission discussed the proposed comprehensive plan amendment and stated they felt expanding an industrial land use in an older portion of the community that is predominantly residential would negatively impact this neighborhood in the long term. Members acknowledged the tenure of the use at the location, the investment on the facility but their role is to serve all interests.

A motion was made by TerBeest to recommend to the City Council amend the proposed Comprehensive Plan Amendment No. 6 to include only Parcel Number: FDL-15-17-15-23-557-00 (0.165 Acres), 341 Grove Street and Parcel Number: FDL-15-17-15-23-556-00 (0.165 Acres), 335 Grove Street from changing the future land use from residential to industrial to represent the two (2) parcels being considered for rezoning and the potential for the expansion of a parking lot to alleviate some of the concerns identified by the neighbors; seconded by Leonhard. Motion was **Passed**.

ROLL CALL VOTE: Aye - Hans, Giese-Kent, Leonhard, Much,
 Mullen, Schumacher TerBeest
 Nay - None

Carried.

*****Other Business*****

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: Ordinance No. 3819

Subject: An Ordinance Rezoning 335 Grove Street (FDL-15-17-15-23-556-00) And 341 Grove Street (FDL-15-17-15-23-557-00) From R-1 (Single Family Residential District) To M-1 (Manufacturing District)
Introduction: Community Development Director

Initiator:

Recommendation:

ATTACHMENTS:

File Name

3819_Rezone_341_335_Grove_Street_Ordinance.pdf
Exhibit_A.pdf
Application_Redacted_Rezone_(1).pdf
PC_Memo_Rezone_-_Grove.pdf
Aerial.pdf
Zoning.pdf
Public_Notice_(3).pdf
10-13-25_Plan_Commission_Excerpt_Rezone_Grove_Street.pdf

ORDINANCE NO. 3819

AN ORDINANCE REZONING 335 GROVE STREET (FDL-15-17-15-23-556-00) and 341 GROVE STREET (FDL-15-17-15-23-557-00) FROM R-1 (SINGLE FAMILY RESIDENTIAL DISTRICT) TO M-1 (MANUFACTURING DISTRICT)

WHEREAS, Actus Nutrition (Milk Specialties) has requested that the parcels of land identified as 335 Grove Street (FDL-15-17-15-23-556-00) and 341 Grove Street (FDL-15-17-15-23-557-00) be rezoned from R-1 District (Single Family Residential) to M-1 District (Manufacturing); and

WHEREAS, the rezoning will reflect the future use of the property for the expansion of the existing parking area to the east; and

WHEREAS, the City Plan Commission recommended approval of the change to the official zoning map.

THEREFORE, the City Council of the City of Fond du Lac do ordain as follows:

Section 1. Chapter 720, CITY ZONING, Section 720-8., **Zoning Map; district boundaries.**, of the Code of the City of Fond du Lac is hereby amended by rezoning the following parcel of land in the City of Fond du Lac from R-1 (Single Family Residential District) to M-1 (Manufacturing District):

335 Grove Street (FDL-15-17-15-23-556-00)
341 Grove Street (FDL-15-17-15-23-557-00)

as shown on the attached Exhibit A incorporated herein by reference.

Section 2. This Ordinance shall take effect and be in force upon its passage and publication as provided by law.

ADOPTED:

Tiffany Brault, President
Fond du Lac City Council

Attest:

City Attorney:

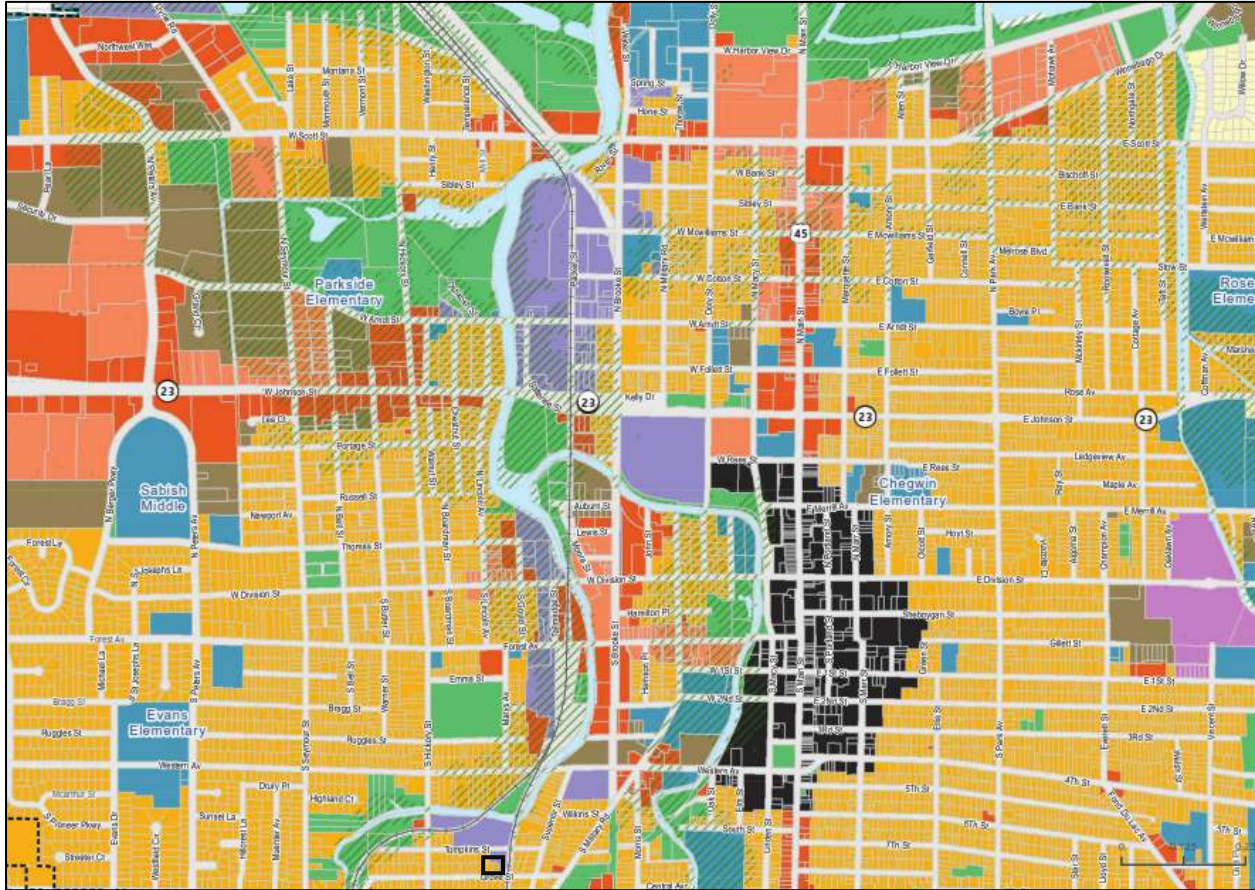
Margaret Hefter, City Clerk

Reviewed 

AMENDED

COMPREHENSIVE PLAN AMENDMENT NO. 6

Existing Future Land Use Designation: Urban Residential – Medium Density

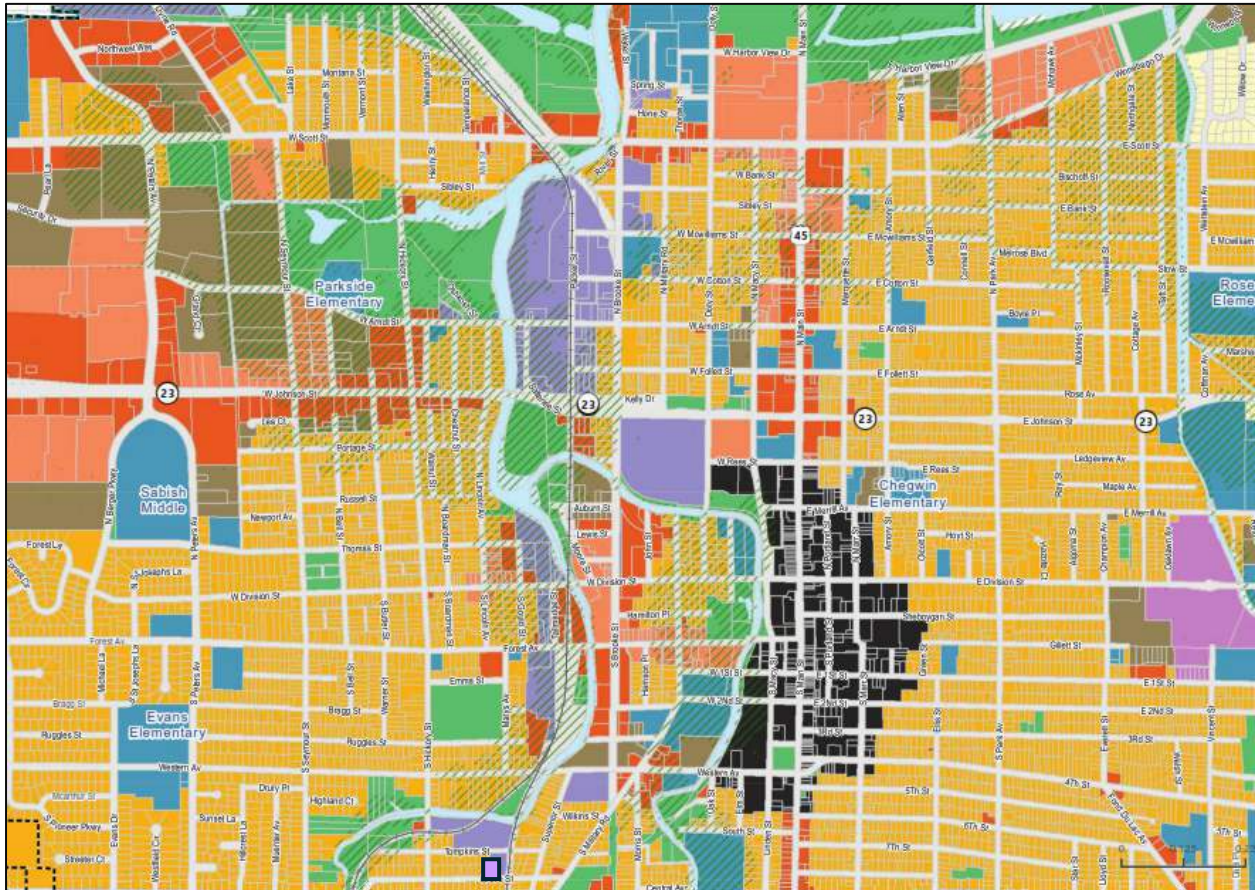


Parcel Number: FDL-15-17-15-23-557-00 (0.165 Acres), 341 Grove Street
 Parcel Number: FDL-15-17-15-23-556-00 (0.165 Acres), 335 Grove Street

AMENDED

COMPREHENSIVE PLAN AMENDMENT NO. 6

PROPOSED Future Land Use Designation: Industrial



Parcel Number: FDL-15-17-15-23-557-00 (0.165 Acres), 341 Grove Street
Parcel Number: FDL-15-17-15-23-556-00 (0.165 Acres), 335 Grove Street



City of Fond du Lac

REZONING

Application

PROPERTY LOCATION: 335 Grove Street

Tax Key Number: FDL- 15-17-15-23-55-600

Project Applicant

Name Keith Lefebvre

Mailing Address

325 Tompkins St.

City

Fond du Lac

State

WI

ZIP Code

54935

Email Address

Phone Number

Landowner (Complete this information if the project applicant is not the property owner.)

Name MILK SPECIALTIES COMPANY

Mailing Address

7500 FLYINGCLOUD DR

Suite 500

City

EDEN PRAIRIE

State

MN

ZIP Code

55344

Email Address

Phone Number

Landowner Certification

If the person requesting the rezoning is not the owner of the property affected by the proposal, the consent of the landowner is necessary. Refer to the LANDOWNER AUTHORIZATION form included with the rezoning application packet.

Existing Property Zoning Classification: SINGLE FAMILY RESIDENTIAL R1

Proposed Zoning Classification: M1

Description of present use of property: Residential

Purpose of rezoning. Description of proposed use of property and/or proposed site development:

short term parking lot expansion

long term possible waste water treatment

Time schedule for use and/or development of the property: 0-5 years

PROJECT APPLICANT SIGNATURE

Keith Lefebvre

LANDOWNER AUTHORIZATION

TO: City of Fond du Lac

Community Development Department

Re: REZONING REQUEST

LOCATION: 335 Grove St.
PROPERTY ADDRESS AND/OR TAX KEY NUMBER

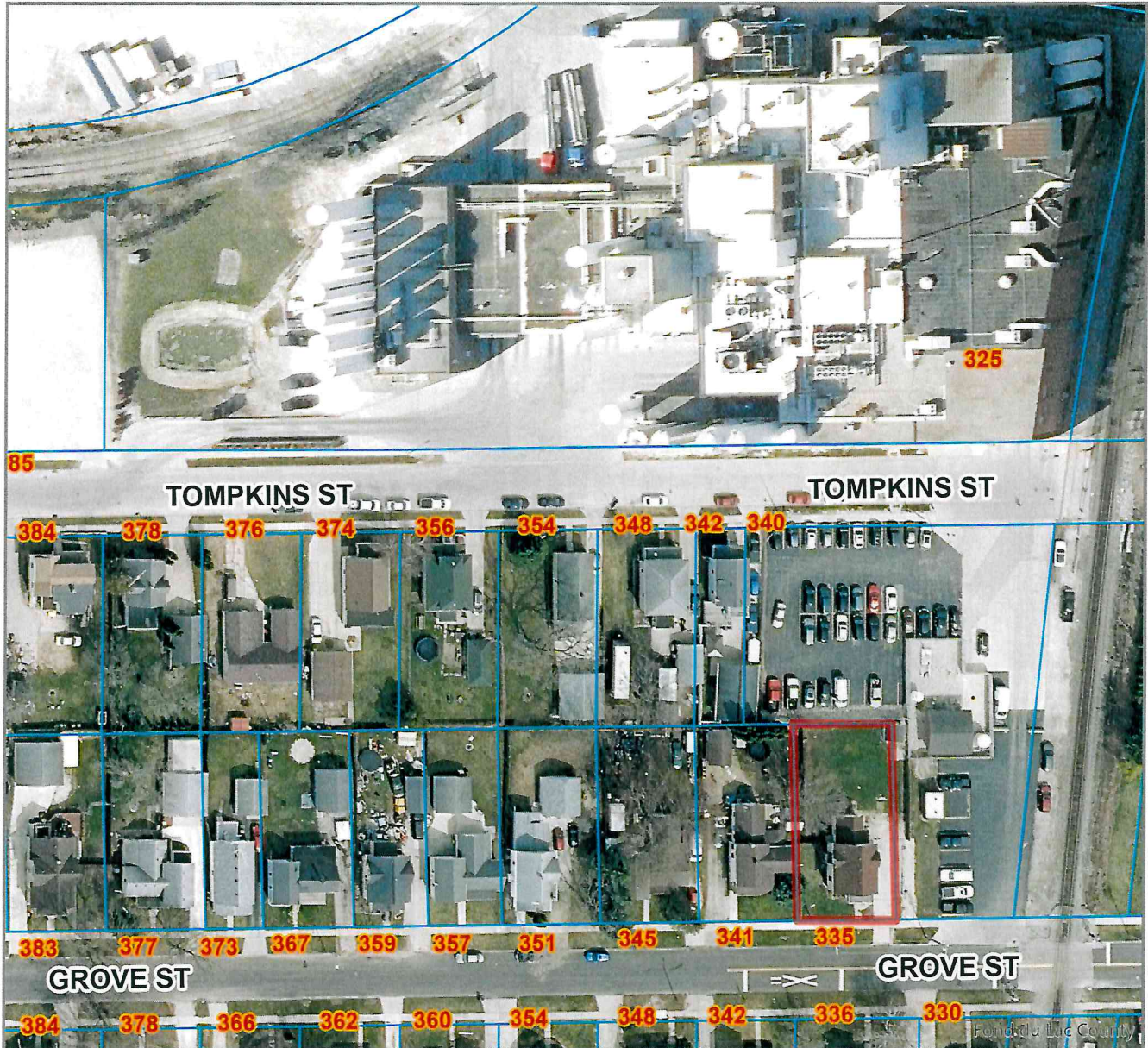
The undersigned Actus Nutrition is the owner of property
NAME OF PROPERTY OWNER (PLEASE PRINT)

referenced above. The undersigned authorizes Keith Lefebvre
to sign and file a rezoning application that affects the referenced property.

Keith Lefebvre
SIGNATURE OF LAND OWNER OR AUTHORIZED AGENT

11-25-2024
DATE

Fond du Lac County, WI



PIN	FDL-15-17-15-23-556-00	Street_address	335 GROVE ST
OwnerNames	MILK SPECIALTIES COMPANY	MunicipalityCode	20226
MailingAddress1	7500 FLYING CLOUD DR STE 500	Municipality	CITY OF FOND DU LAC
MailingAddress2		PLSSLocation	SW-NW, Sec. 15, T15N, R17E
MailingCity	EDEN PRAIRIE	Acres	0.165
MailingState	MN	LegalDescription	Refer to the source document for actual legal description. S15 T15N R17E TOMPKIN'S THIRD ADD LOT 1
MailingZip	55344	TaxParcelID	124891



Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

Map Scale
1 inch = 100 feet
11/20/2024

335 Grove

DOC #: 1172059
RECORDED June-27-2022 at 3:23 PM
Pages: 3 Fee: \$30.00
Transfer Fee: \$240.00

James M. Krebs

JAMES M KREBS, REGISTER OF DEEDS
FOND DU LAC COUNTY, WI

Return to:

ServiceLink Title Company Default Title

This document has been electronically recorded.

SPECIAL/LIMITED WARRANTY DEED

Commitment Number: 220066269

Seller's Loan Number: 1012393706

After Recording Return To:
ServiceLink, LLC
1325 Cherrington Parkway
Coraopolis, PA 15108

PARCEL IDENTIFICATION NUMBER: FDL-15-17-15-23-556-00

This instrument prepared by:

Jay A. Rosenberg, Esq., Member Wisconsin Bar, Rosenberg LPA LLC, Attorneys At Law, 101 South Reid Street, Suite 307, Sioux Falls, South Dakota 57103 (513) 247-9605 Fax: (866) 611-0170.

DEUTSCHE BANK NATIONAL TRUST COMPANY, AS TRUSTEE FOR FIRST FRANKLIN MORTGAGE LOAN TRUST 2006-FF13, MORTGAGE PASS-THROUGH CERTIFICATES, SERIES 2006-FF13, whose mailing address is 8742 LUCENT BLVD., HIGHLANDS RANCH, CO 80129, hereinafter grantor, for \$80,000.00 (Eighty Thousand Dollars and Zero Cents) in consideration paid, grants with covenants of special warranty to MILK SPECIALTIES COMPANY, hereinafter grantee, whose tax mailing address is 335 GROVE ST., FOND DU LAC, WI 54935, the following real property:

Lot Number One (1) of Tompkin's Third Addition to the City of Fond du Lac, Fond du Lac County, Wisconsin. Commonly known as 335 Grove St Fond Du Lac, WI 54935 Tax ID: FDL-15-17-15-23-556-00

Property Address is: 335 GROVE ST., FOND DU LAC, WI 54935

Prior instrument reference: 1169502

→ Same legal on
last Warranty
Deed #875713
rec. 7/11/06

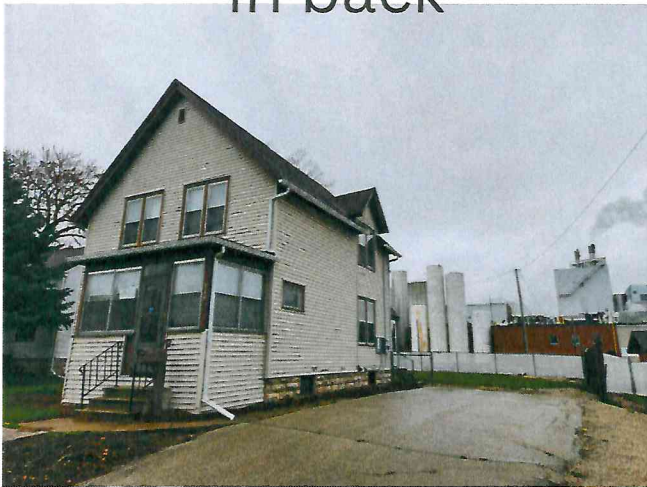
335 Grove St.



Back of 335 Grove St.



Side w/Milk Specialties
in back



View from 335 Grove
St. driveway



341 Grove St. 335 Grove St.



341 Grove St.





City of Fond du Lac

REZONING

Application

PROPERTY LOCATION: 341 Grove Street

Tax Key Number: FDL-15-17-15-23-55-700

Project Applicant

Name Keith Lefebvre

Mailing Address 325 Tomokins

City Fond du Lac

State WI

ZIP Code 54935

Email Address

Phone Number

Landowner (Complete this information if the project applicant is not the property owner.)

Name MILK SPECIALTIES AKA ACTUS NUTRITION

Mailing Address 7500 FLYING CLOUD DR Suite 500

City EDEN PRAIRIE

State MN

ZIP Code 55344

Email Address

Phone Number

Landowner Certification

If the person requesting the rezoning is not the owner of the property affected by the proposal, the consent of the landowner is necessary. Refer to the LANDOWNER AUTHORIZATION form included with the rezoning application packet.

Existing Property Zoning Classification: SINGLE FAMILY RESIDENTIAL R1

Proposed Zoning Classification: M1

Description of present use of property: Residential

Purpose of rezoning. Description of proposed use of property and/or proposed site development:

Short term ^{long} Parking Lot expansion

Long term possible Waste Water Treatment

Time schedule for use and/or development of the property: 0-5 years

PROJECT APPLICANT SIGNATURE

Keith Lefebvre

LANDOWNER AUTHORIZATION

TO: City of Fond du Lac

Community Development Department

Re: REZONING REQUEST

LOCATION: 341 Grove St.
PROPERTY ADDRESS AND/OR TAX KEY NUMBER

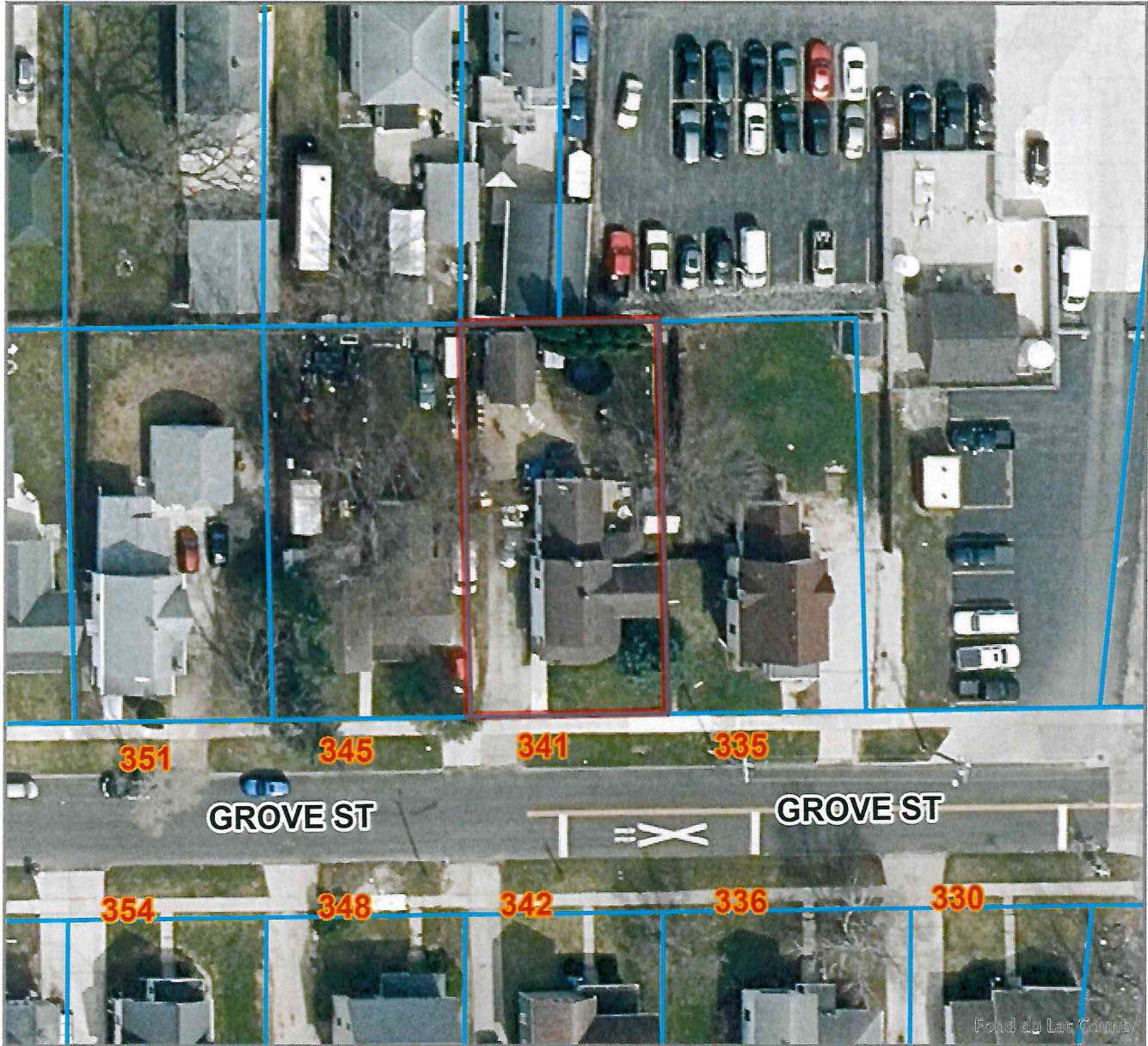
The undersigned Actus Nutrition is the owner of property
NAME OF PROPERTY OWNER (PLEASE PRINT)

referenced above. The undersigned authorizes Keith Lefebvre
to sign and file a rezoning application that affects the referenced property.

Keith Lefebvre
SIGNATURE OF LAND OWNER OR AUTHORIZED AGENT

11-25-2024
DATE

Fond du Lac County, WI



PIN	FDL-15-17-15-23-557-00	Street_address	341 GROVE ST
OwnerNames	MILK SPECIALTIES COMPANY; ACTUS NUTRITION	MunicipalityCode	20226
MailingAddress1	7500 FLYING CLOUD DR STE 500	Municipality	CITY OF FOND DU LAC
MailingAddress2		PLSSLocation	
MailingCity	EDEN PRAIRIE	Acres	0.165
MailingState	MN	LegalDescription	Refer to the source document for actual legal description. TOMPKINS ADD NO 3: ALL OF LOT 2.
MailingZip	55344	TaxParcelID	124892



Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

Map Scale
1 inch = 50 feet
11/25/2024

341 GROVE ST.

341 Grove

DOC #: 1202492
RECORDED November-19-2024 at 12:44 PM
Pages: 2 Fee: \$30.00
Transfer Fee: \$360.00

James M. Krebs

**JAMES M KREBS, REGISTER OF DEEDS
FOND DU LAC COUNTY, WI**

Return to:
Title Consultants, Inc.

This document has been electronically recorded.

Document No.

WARRANTY DEED
Document Name

THIS DEED, made between

Jessica C.K. Pautsch, an unmarried person

("Grantor," whether one or more), and

Milk Specialties Company, a/k/a Actus Nutrition

("Grantee," whether one or more).

Grantor, for a valuable consideration, conveys to Grantee the following described real estate, together with the rents, profits, fixtures and other appurtenant interests, in Fond du Lac County, State of Wisconsin ("Property") (If more space is needed, please attach addendum):

Recording Area

Name and Return Address:

ATTN Dan Nisser
Actus Nutrition
7500 Flying Cloud Drive, Ste. 500
Eden Prairie MN 55344

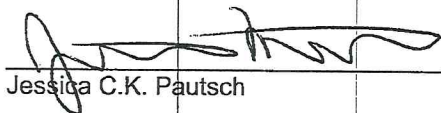
FDL-15-17-15-23-557-00
Parcel Identification Number (PIN)

This is homestead property.

Lot 2 of Tompkins' Addition Number 3, in the City of Fond du Lac, Fond du Lac County, Wisconsin.

Grantor warrants that the title to the Property is good, indefeasible in fee simple and free and clear of encumbrances except:

Dated: November 19, 2024.


Jessica C.K. Pautsch

(Signatures may be authenticated or acknowledged. Both are not necessary.)

WARRANTY DEED

*Type name below signatures

341 Grove St.



Back of 341 Grove St.



Back of 341 Grove St.



View from street of
341 - 335 Grove St.
& parking lot

CITY OF FOND DU LAC - Memorandum

Department of Community Development

Date: September 24, 2025

To: Plan Commission

From: Dyann Benson, Community Development Director

Re: Rezoning

335 Grove Street (FDL-15-17-15-23-556-00), 0.165 Acres

341 Grove Street (FDL-15-17-15-23-557-00), 0.165 Acres

Initiator: Milk Specialties/Actus Nutrition

Request: Rezone property from R-1 (Single Family Residential District) to M-1 (Manufacturing District)

Zoning:

Sites:	R-1 (Single Family Residential District)
North:	R-1
South:	R-1
East:	R-1
West:	R-1

Land Use:

Sites:	Vacant – Formerly Single Family Homes
North:	Single Family Homes/Parking Area
South:	Single Family Home
East:	Parking Lot
West:	Single Family Home

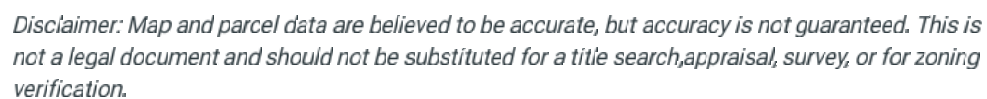
Analysis

The subject properties are located along Grove Street between the railroad and Hickory Street. The properties are zoned R-1 (Single Family Residential District); a change of zoning to M-1 (Manufacturing District) is proposed. The two lots total 0.33 acres and have vacant single family homes that will be razed. The request to rezone to M-1 District is consistent with the adjoining land use to the east and reflect the future desired use of the property. Milk Specialties/Actus Nutrition is looking to expand their parking lot to the east.

The proposed rezoning would establish the start of the M-1 District in this area. The parking lot to the east was granted through a use variance. The proposed rezoning would enable the applicant's intended use of the property (parking lot).

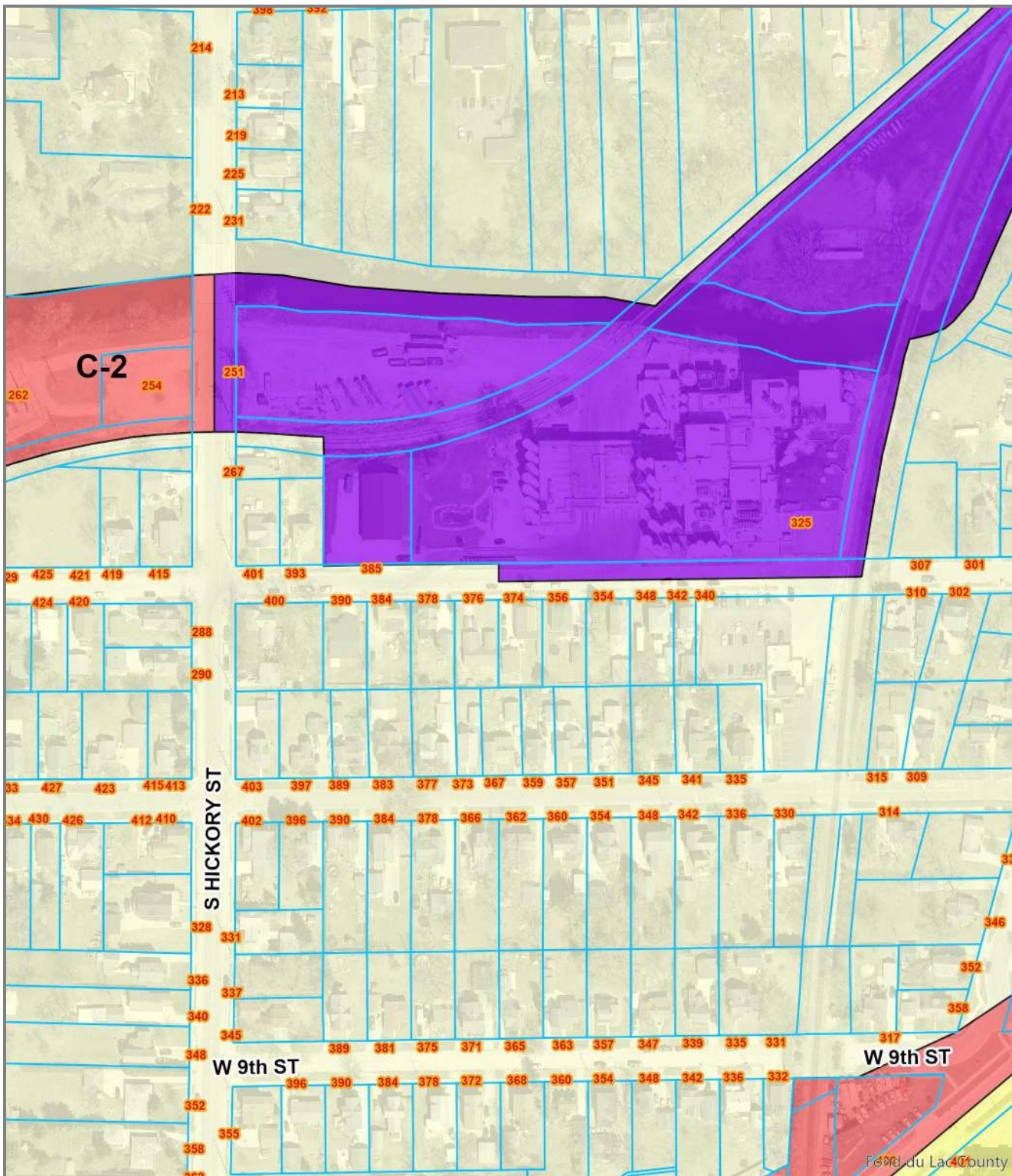
Recommendation

The consideration of the rezoning request is contingent on the action taken on the Comprehensive Plan Amendment #6.



Map Scale
1 inch = 200 feet
9/25/2025

Zoning



Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

Map Scale
1 inch = 200 feet
 9/25/2025

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Plan Commission of the City of Fond du Lac, Wisconsin, will conduct a Public Hearing at 5:30 p.m. on October 13, 2025, in Meeting Room A of the City-County Government Center, 160 South Macy Street, at the request of Milk Specialties/Actus Nutrition to rezone land from R-1 (Single Family Residential District) to M-1 (Manufacturing District).

The land to be rezoned consists of two (2) parcels:

Address: 335 Grove Street (FDL-15-17-15-23-556-00), 0.165 Acres

Address: 341 Grove Street (FDL-15-17-15-23-557-00), 0.165 Acres

The meeting agenda for the Plan Commission can be accessed on the Calendar tab on the home page of the City's website; www.fdl.wi.gov.

All persons having an interest in the area are invited to participate in the hearing and express their opinions. Written communications will also be considered. For further information you are invited to contact the Community Development Department at (920) 322-3440. Published in accordance with Section 62.23, Wisconsin Statutes.

Dated this 22nd day of September, 2025

MARGARET HEFTER
City Clerk

Published: September 28th and October 1st, 2025

Rezone
335 & 341 Grove Street

PIN	Street_address	MailingAddress1	MailingAddress2	MailingCity	State	Zip
FDL-15-17-15-23-562-00	367 GROVE ST	367 GROVE ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-558-00	345 GROVE ST	345 GROVE ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-542-00	374 TOMPKINS ST	374 TOMPKINS ST		FOND DU LAC	WI	54935
FDL-15-17-15-32-256-00	335 W 9TH ST	335 W 9TH ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-583-00	314 GROVE ST	W6325 LOST ARROW RD		FOND DU LAC	WI	54937
FDL-15-17-15-23-539-00	384 TOMPKINS ST	923 SOUTH MAIN ST STE E		OSHKOSH	WI	54902
FDL-15-17-15-23-564-00	377 GROVE ST	377 GROVE ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-580-00	342 GROVE ST	342 GROVE ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-544-00	354 TOMPKINS ST	W6325 LOST ARROW RD		FOND DU LAC	WI	54937
FDL-15-17-15-23-565-00	383 GROVE ST	383 GROVE ST		FOND DU LAC	WI	54935
FDL-15-17-15-32-259-00	357 W 9TH ST	470 WESTERN AVE		FOND DU LAC	WI	54935
FDL-15-17-15-23-543-00	356 TOMPKINS ST	356 TOMPKINS ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-579-00	348 GROVE ST	W4901 4TH STREET RD		FOND DU LAC	WI	54935
FDL-15-17-15-23-575-00	366 GROVE ST	306 N MILITARY RD		FOND DU LAC	WI	54935
FDL-15-17-15-23-576-00	362 GROVE ST	362 GROVE ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-577-00	360 GROVE ST	152 SCHRAMM WAY		NEENAH	WI	54956
FDL-15-17-15-23-545-00	348 TOMPKINS ST	348 TOMPKINS ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-547-00	340 TOMPKINS ST	ATTN: JASON THOMAS	7500 FLYING CLOUD DR STE 500	EDEN PRAIRIE	MN	55344
FDL-15-17-15-23-556-00	335 GROVE ST	7500 FLYING CLOUD DR STE 500		EDEN PRAIRIE	MN	55344
FDL-15-17-15-23-527-00	325 TOMPKINS ST	ATTN: JASON THOMAS	7500 FLYING CLOUD DR STE 500	EDEN PRAIRIE	MN	55344
FDL-15-17-15-23-557-00	341 GROVE ST	7500 FLYING CLOUD DR STE 500		EDEN PRAIRIE	MN	55344
FDL-15-17-15-23-578-00	354 GROVE ST	354 GROVE ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-559-00	351 GROVE ST	351 GROVE ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-582-00	330 GROVE ST	330 GROVE ST		FOND DU LAC	WI	54935
FDL-15-17-15-32-260-00	363 W 9TH ST	363 W 9TH ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-585-00	346 SUPERIOR ST	346 SUPERIOR ST		FOND DU LAC	WI	54935
FDL-15-17-15-32-257-00	339 W 9TH ST	339 W 9TH ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-574-00	378 GROVE ST	378 GROVE ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-561-00	359 GROVE ST	359 GROVE ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-581-00	336 GROVE ST	336 GROVE ST		FOND DU LAC	WI	54935
FDL-15-17-15-32-261-00	365 W 9TH ST	365 W 9TH ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-540-00	378 TOMPKINS ST	378 TOMPKINS AVE		FOND DU LAC	WI	54935
FDL-15-17-15-23-541-00	376 TOMPKINS ST	376 TOMPKINS ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-560-00	357 GROVE ST	357 GROVE ST		FOND DU LAC	WI	54935

FDL-15-17-15-23-548-00	310 TOMPKINS ST	310 TOMPKINS ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-546-00	342 TOMPKINS ST	342 TOMPKINS ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-555-00	315 GROVE ST	315 GROVE ST		FOND DU LAC	WI	54935
FDL-15-17-15-23-605-00	0 TOMPKINS ST	PO BOX 8100, DOWNTOWN STATION	MONTREAL QC H3C 3N4	CANADA	.	
FDL-15-17-15-23-604-00	316 WESTERN AVE	PO BOX 8100, DOWNTOWN STATION	MONTREAL QC H3C 3N4	CANADA	.	
FDL-15-17-15-23-606-00	0 GROVE ST	PO BOX 8100, DOWNTOWN STATION	MONTREAL QC H3C 3N4	CANADA	.	
FDL-15-17-15-23-607-00	0 GROVE ST	PO BOX 8100, DOWNTOWN STATION	MONTREAL QC H3C 3N4	CANADA	.	
FDL-15-17-15-32-255-00	0 W 9TH ST	PO BOX 8100, DOWNTOWN STATION	MONTREAL QC H3C 3N4	CANADA	.	
FDL-15-17-15-23-563-00	373 GROVE ST	7640 EAGLE VIEW DR		ALLENTON	WI	53002
FDL-15-17-15-32-258-00	347 W 9TH ST	347 W 9TH ST		FOND DU LAC	WI	54935

PLAN COMMISSION MINUTES

160 S Macy Street Fond du Lac, Wisconsin
Meeting Room A
Monday, October 13, 2025
5:30 P.M.

OPENING CEREMONIES

Attendance

Present

Alicia Hans
Joanne Giese-Kent
Brad Leonhard
Craig Much
Patrick Mullen
Brent Schumacher
Derek TerBeest

Absent

Administrative Staff

Dyann Benson, Community Development Director

Declaration Quorum Present

Chairperson TerBeest declared a quorum present at 5:30 p.m.

*****Other Business*****

PUBLIC HEARING

Rezone

Request: Rezone property from R-1 (Single Family residential District) to M-1 (Manufacturing District)

Location:

335 Grove Street (FDL-15-17-15-23-556-00), 0.165 Acres
341 Grove Street (FDL-15-17-15-23-557-00), 0.165 Acres

Initiator: Actus Nutrition (Milk Specialties)

Appeared in Support:

Keith LeFeber, Actus Nutrition (Milk Specialties),
Applicant, 385 Tompkins St, FDL

Spoke in Opposition:

Shawn Schaumburg, 393 Tompkins St, FDL

Debra Rogers, 365 W 9th St, FDL

Spoke in Support:

Kenneth Cain, 345 Grove St, FDL

The representatives from the neighborhood that opposed the proposed rezoning referenced the concerns regarding the noise, traffic and evacuations. The individual that spoke in support reiterated the company being a good neighbor and support for the business.

A motion was made by Leonhard to recommend approval of the rezoning request to the City Council from R-1 Single Family residential District to M-1 Manufacturing District and seconded by TerBeest, and the motion was **Passed**.

ROLL CALL VOTE:	Aye - Hans, Giese-Kent, Leonhard, Much,
	Mullen, Schumacher TerBeest
	Nay - None

Carried.

*****Other Business*****

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: Water Supply Service Area Plan

Subject: Presented By: Travis Kloetzke, Waterworks General
Manager and Steve Kluesner, Strand Associates

Initiator:

Recommendation:

ATTACHMENTS:

File Name

2025-10-15_WSSAP_Council_Memo.pdf

WSSAP_Presentation_FINAL.pdf

2021-11-16_Water_Use_Permit.pdf

CITY OF FOND DU LAC - Memorandum

Water Utility

Date: October 15, 2025

To: Deborah Hoffmann, City Attorney

From: Travis Kloetzke; Water Utility General Manager

Re: Water Service Supply Area Plan

Strand Associates has recently completed a Water Supply Service Area Plan (WSSAP) for the Waterworks Department. The purpose of the plan is to assess whether our municipal water system can continue to provide an adequate supply of water to our current and future customers. In accordance with Wisconsin DNR regulations, any public water system that serves a population of 10,000 or more and operates its own wells is required to prepare a WSSAP. Below is a summary of key components included in the plan:

- **Existing Water Sources and Future Demand**
Includes data on current water supply sources, population projections, and estimated future water demands.
- **Water Supply Inventory**
Provides a detailed inventory of existing water sources and their available quantities.
- **Water Supply Options**
Identifies alternative water supply strategies to meet projected demand.
- **Service Area Delineation**
Defines the geographic area to which the municipal water system may extend service.
- **Environmental Impact Assessment**
Evaluates the potential environmental impacts associated with any major recommendations in the plan.
- **Plan Alignment**
Analyzes how the WSSAP aligns with the community's comprehensive plan and wastewater facility plan.
- **Public Participation**
Ensures an opportunity for public review and comment on the proposed WSSAP.

Submission of the WSSAP is required when a new or increased water use permit is needed for additional withdrawals from the Great Lakes Basin—such as when developing a new municipal well. The completed Water Supply Service Area Plan must be submitted to the Wisconsin DNR by **December 31, 2025**.

The full report can be found on home page of the Waterworks' website under important notices section.

Note: Fond du Lac Waterworks has a valid permit with the Wisconsin DNR already for the withdrawal amount of 14,400,000 gallons per day. This report does not change this permit.



STRAND
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Water Supply Service Area Plan (WSSAP)

City of Fond du Lac, Wisconsin

October 22, 2025



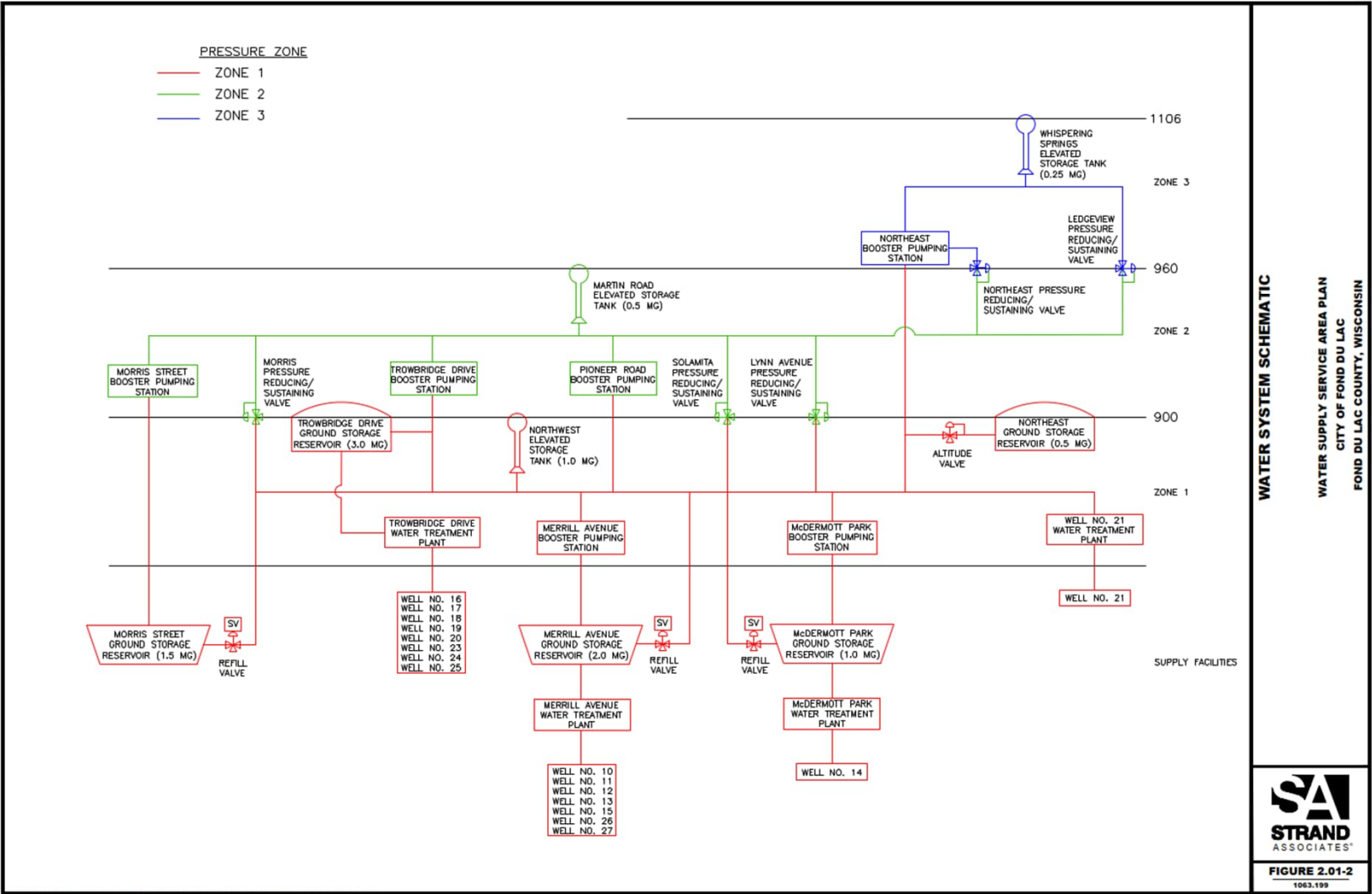
NR 854 Water Supply Service Area Plans (WSSAP)

- Purpose of NR 854
 - Establishes procedures and requirements for public water supply systems to follow to help ensure systems can provide adequate supply of water to their customers.
- NR 854 Applies To
 - Public water systems serving a population of 10,000 or more that operate their own wells or surface water intakes.
- WSSAP must be submitted when additional withdrawal from the Great Lakes basin requires a new or increased water use permit.
- WSSAP are due by December 31, 2025

Key Elements to Include in WSSAP

- Information about existing water sources, population projections and future water demands.
- Inventory of the sources and quantities of the current water supplies in the area.
- Identification of water supply options.
- Delineation of the area to which the public water system may provide water.
- An assessment of the environmental impacts of carrying out any significant recommendations of the plan.
- An analysis of how the WSSAP aligns with existing comprehensive and wastewater facility plans.
- An opportunity for the public to provide comment on the proposed WSSAP.

Water System Schematic Displays Flow of Water Through the System



Existing Supply and Storage Capacities

Well No.	Well Capacity (gpm)
10	--
11	--
12*	1,100
13	650
14	400
15	700
16	400
17	500
18	500
19	450
20	500
21	350
23*	800
24	700
25	700
26	650
27	800
Total Capacity	9,200
Firm Capacity	7,300

*Well Nos. 12 and 23 out of service

Table 2.08-1 Total and Firm Well Capacity

Storage Name	Zone	Ground Level Capacity (gallons)	Elevated Capacity (gallons)	Capacity (gallons)
Merrill	1	2,000,000	-	2,000,000
Trowbridge	1	-	3,000,000	3,000,000
Northeast	1	-	500,000	500,000
McDermott	1	1,000,000	-	1,000,000
Morris	2	1,500,000	-	1,500,000
Northwest	1	-	1,000,000	1,000,000
Martin	2	-	500,000	500,000
Whispering Springs	3	-	250,000	250,000
Total		4,500,000	5,250,000	9,750,000

Table 2.07-2 Storage Capacity Summary

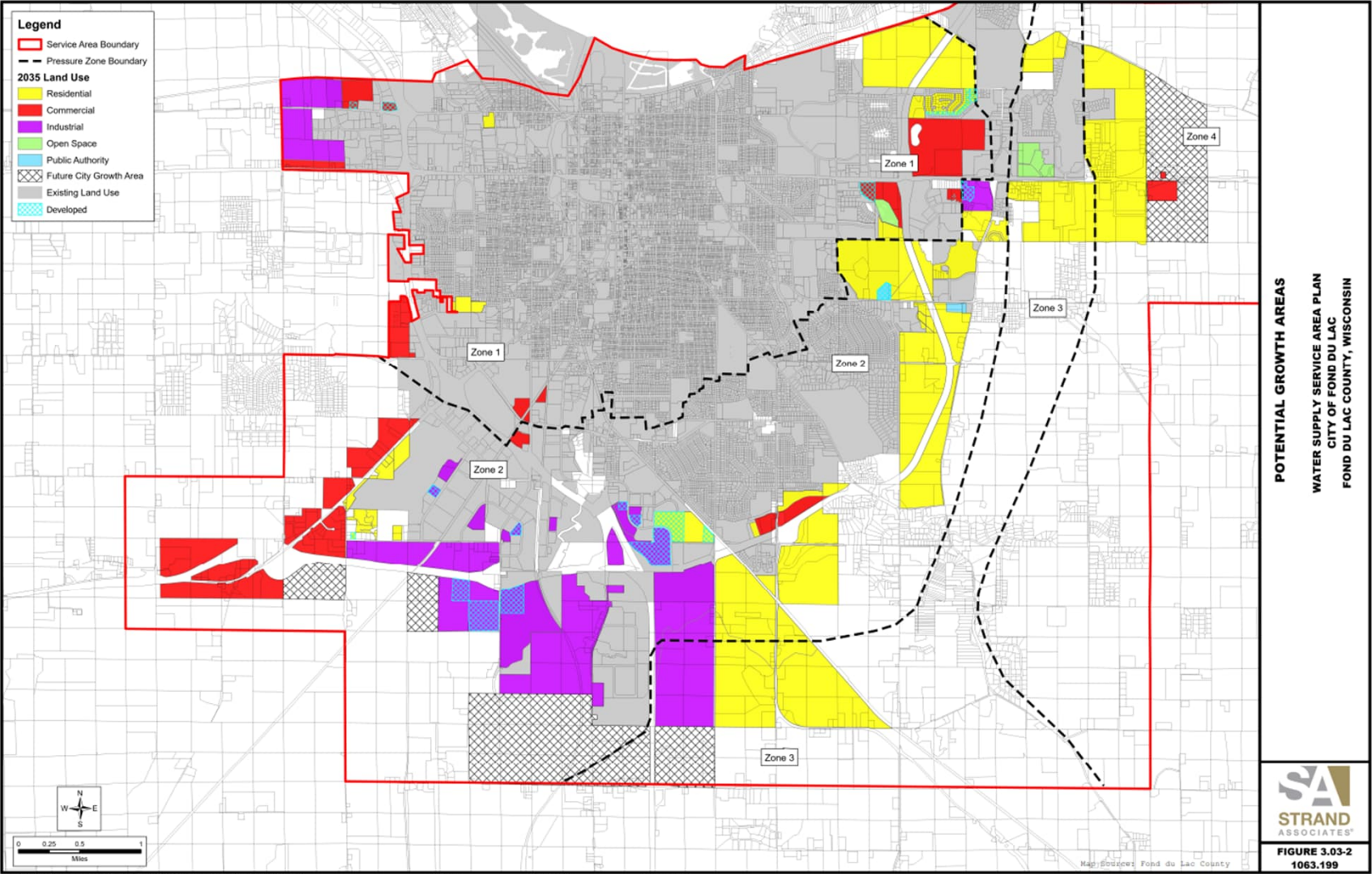
Pumping Station Name	Zone	Total Booster Pump Capacity (gpm)	Firm Booster Pump Capacity (gpm)
Merrill	1	9,600	7,200
Trowbridge	2	1,200	600
McDermott	1	2,700	1,800
Morris	2	3,800	2,530
Northeast	3	3,000	2,250
Pioneer	2	1,200	600
Total		21,500	14,980

Table 2.07-1 Booster Station Capacity Summary

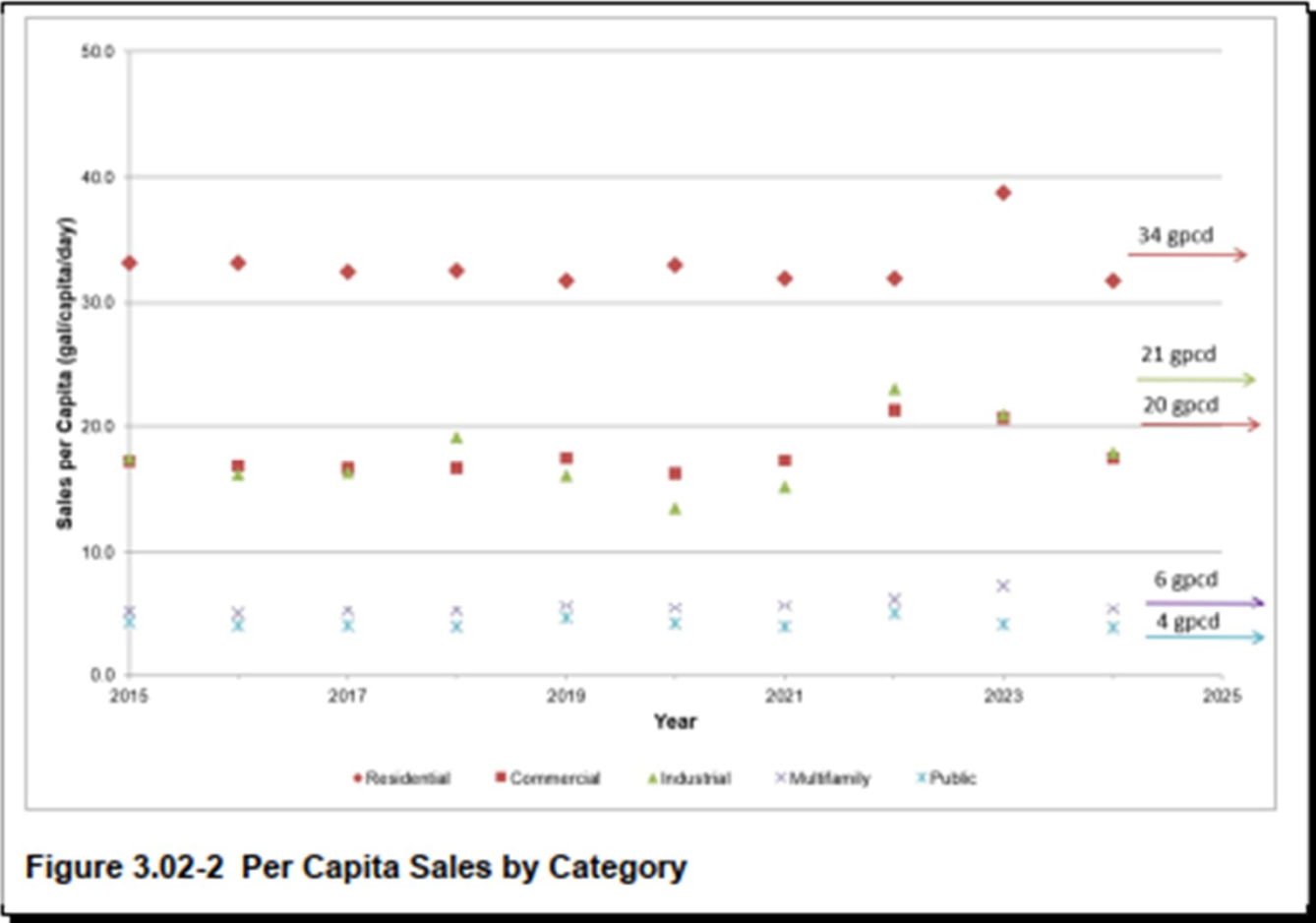
North Well Field Aquifer Capacity – 4 to 5 mgd (2,800 – 3,500 gpm)

South Well Field Aquifer Capacity – 2 to 3 mgd (1,400 – 2,100 gpm)

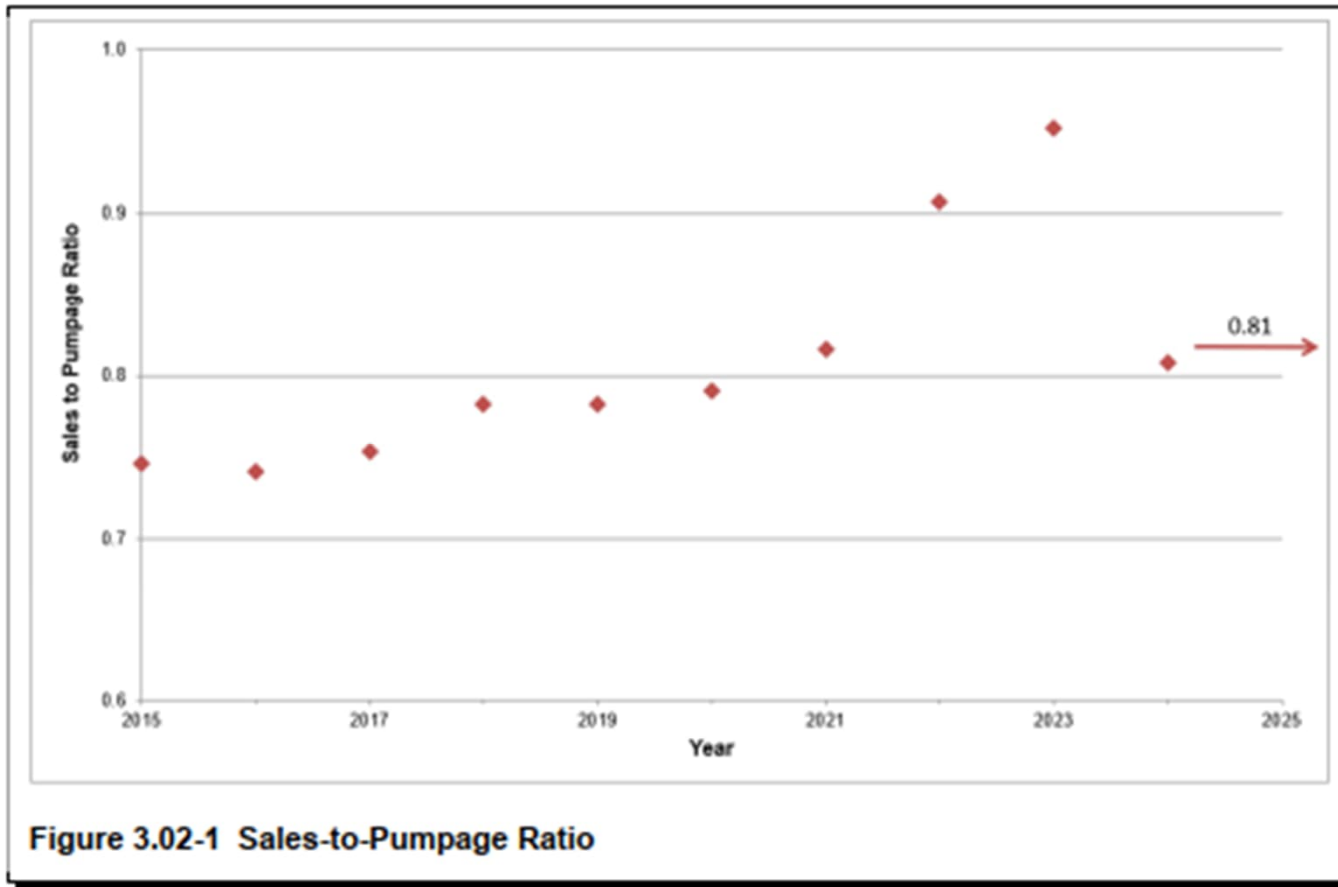
Existing and Future Services Areas Identified



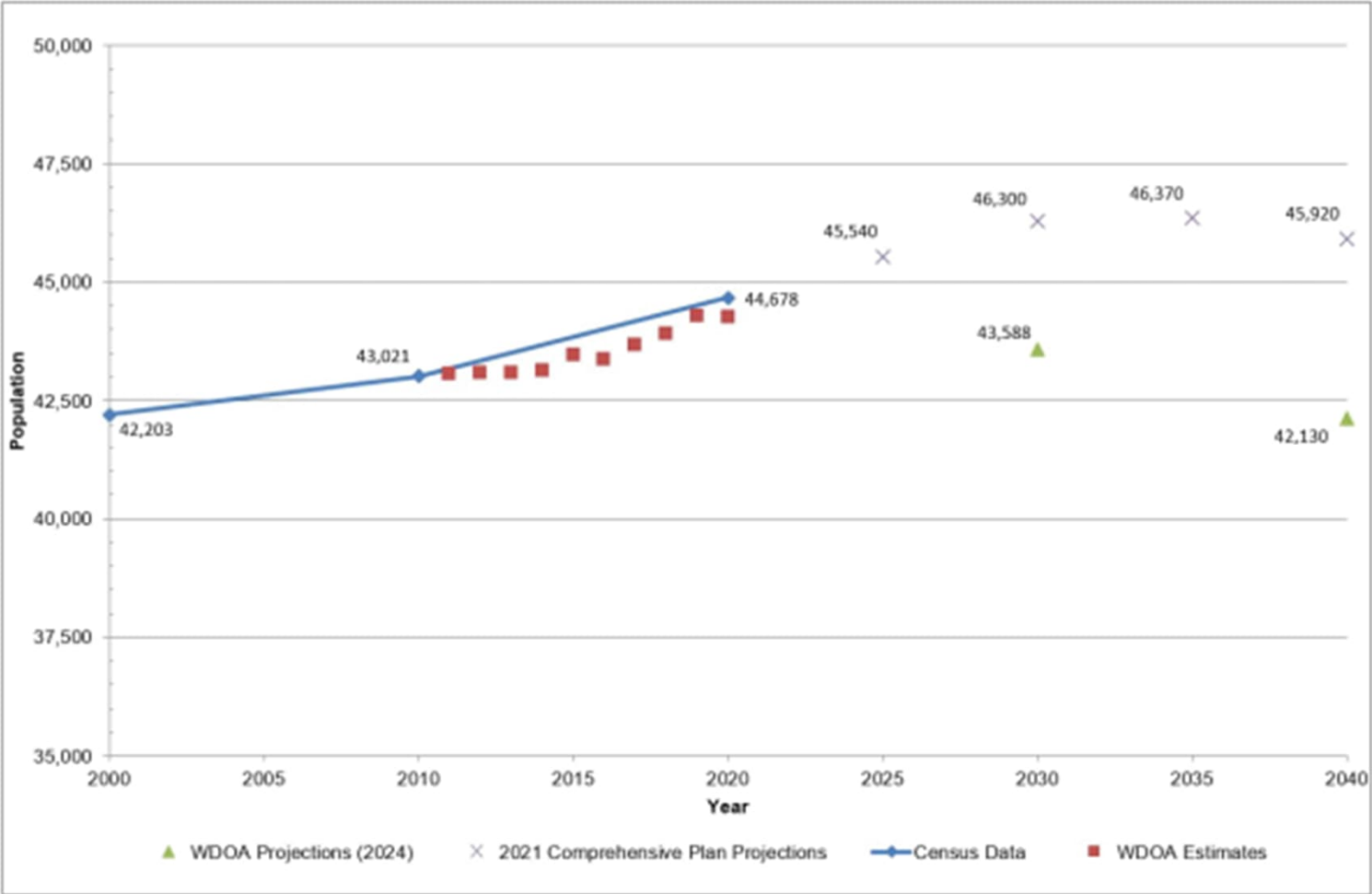
Per Capita Sales by Category



Improvements with Leak Detection and Reporting Results in an Increased Sales-to-Pumpage Ratio



Population Projections Result in High and Low Demand Projections



Current and Future Growth Demand Projections Provides Conservative Planning

Design Year	Design Population	Average Day Demand		Maximum Day Demand		Peak Hour Demand	
		gpm	MGD	gpm	MGD	gpm	MGD
2025	44,295	3,230	4.651	5,624	8.098	9,954	14.334
2030	46,300	3,376	4.862	5,878	8.465	10,405	14.983
2035	46,370	3,381	4.869	5,887	8.478	10,421	15.006

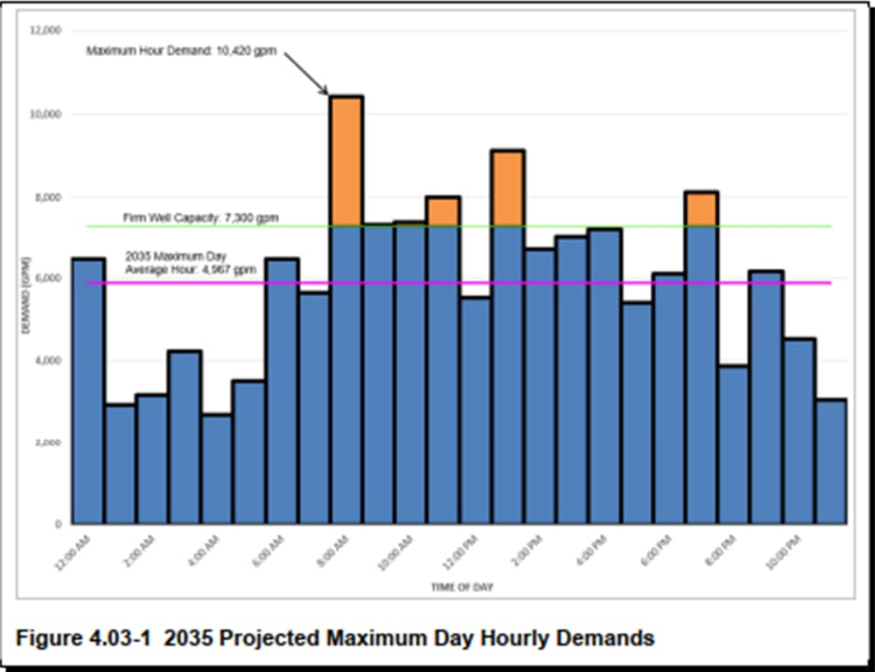
Table 3.04-1 Projected Domestic Demands

Firm Well Capacity = 7,300 gpm (10.51 mgd)
2035 Maximum Day Demand = 5,887 gpm (8.48 mgd)

1,413 gpm of reserve well capacity

However,.... Maximum day demand creates short-term stress on aquifer capacity (6 to 8 mgd)

Capacity Analysis Identifies Surplus in Supply and Storage



Maximum Day Demand	-	5,887 gpm
Fire Demand	-	3,500 gpm
Firm Well Capacity	+	7,300 gpm
Storage Capacity	+	22,161 gpm
Total:	+	20,074 gpm
*Elevated Tank Capacity=3,989,000 gallons/180 minutes		

3.61 MG of storage reserve

Water Source Alternatives

- Deep Wells
 - Existing North Well Field – 4 to 5 mgd aquifer capacity
 - Existing South Well Field – 2 to 3 mgd aquifer capacity
 - Future East Well Field – 3 to 6 mgd aquifer capacity
- Shallow Wells
- Lake Winnebago
 - Can be a reliable source of supply
 - Requires a higher level of treatment
 - Challenging and expensive to implement and operate

EXISTING DEEP GROUNDWATER SOURCES ARE CURRENTLY THE BEST ALTERNATIVE AT THIS TIME. AS WATER DEMANDS APPROACH EXISTING WELL FIELD AQUIFER CAPACITY, ADDITIONAL SOURCE ALTERNATIVES NEED TO BE CONSIDERED.

Summary

- Well supply surplus of 1,413 gpm in the year 2035.
- Water storage surplus of 3.61 MG in the year 2035.
- Continued well maintenance has resulted in extended service life for existing well supply.
- Existing well fields' aquifer capacity is 6 to 8 mgd.
- No significant changes to source water anticipated through 2035. Consideration of water supply options will be needed when yearly supply pumpage approaches existing well field aquifer capacity.
 - Future East Well Field
 - Lake Winnebago
- WSSAP is not intended to take the place of a detailed Water System Plan. A more detailed Water System Plan will be prepared in the near future to understand overall system operational and maintenance needs.

Questions?





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State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
101 S. Webster Street
Box 7921
Madison WI 53707-7921

Tony Evers, Governor
Preston D. Cole, Secretary
Telephone 608-266-2621
Toll Free 1-888-936-7463
TTY Access via relay - 711



November 16, 2021

TRAVIS KLOETZKE
FOND DU LAC, CITY OF - UTILITY
160 S MACY ST
FOND DU LAC, WI 54936

Subject: Water Use Individual Permit
Water Use Property #: 218

Dear Permittee:

You were issued an Automatic Water Use Individual Permit on December 8, 2011. That permit coverage ends December 8, 2021 and **this is your renewed Water Use Individual Permit** effective December 8, 2021. This permit is based on the information submitted as part of your Water Use Individual Permit Renewal Application.

For purposes of this permit, you are authorized to withdraw water up to the level of the following withdrawal amount. Please be aware that you may have other DNR approvals, such as a High Capacity Well Approval or Chapter 30 permit, that may have other applicable conditions. You must continue to follow those conditions.

Total Property Withdrawal Amount (in Gallons per Day): 14,400,000

You are required to follow all the conditions in the attached permit. This includes annually reporting your water withdrawal information and requesting DNR approval for an increased withdrawal if you plan to withdraw more water than your withdrawal amount.

If you have any questions, please contact Nicole Clayton (608) 206-2510 or at nicole.clayton@wisconsin.gov.

Sincerely,

Adam Freihoefer
Chief, Water Use Section
Bureau of Drinking Water and Groundwater

STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES

Individual Water Use Permit
Property Number: 218

FOND DU LAC, CITY OF - UTILITY is hereby granted under s. 281.346(5)(j), Wis. Stats., an Individual Water Use Permit to withdraw water from the Great Lakes basin subject to all of the following conditions:

PERMIT CONDITIONS

1. The permittee shall comply with all conditions of the permit. Permit noncompliance is a violation of the permit and may be grounds for enforcement action, permit suspension or revocation, or denial of a redetermination or reissuance. If a permittee violates any terms of the permit, the permittee is subject to the penalties established in ch. 281, Wis. Stats.
2. You are authorized to withdraw a combined total of 14,400,000 gallons of water per day from the sources on your property. This is your established withdrawal amount. You must apply to the DNR and receive a modification to the permit to increase this established withdrawal amount.
3. The permittee shall measure and record the amounts of withdrawal monthly and shall annually report to the DNR following the requirements in ss. NR 856.30 and 856.31, Wis. Admin. Code. Annual reporting is required each calendar year for all permittees.
4. This automatic permit will expire on December 8, 2031. The DNR will notify permittees no later than December 8, 2030 that reissuance of the permit is required. If you intend to continue to withdraw at least 1,000,000 gallons per day for any 30 consecutive days, you shall apply for individual permit reissuance using the methods prescribed by the DNR by no later than June 11, 2031.
5. This permit does not convey any property or water rights of any sort, or any exclusive privilege. The permit does not authorize any injury or damage to private property or any invasion of personal rights, or any infringement of federal, state, or local laws, rules, or regulations.
6. The permittee shall allow an authorized representative of the DNR, upon presentation of credentials, to do all the following:
 - Enter, upon reasonable notice, the owner's premises where the regulated withdrawal is located or conducted, or where records are kept as required under the conditions of the permit.
 - Have access to and copy, at reasonable times, any records that are required to be kept under the conditions of the permit.
 - Inspect at reasonable times any facilities, equipment, including monitoring and control equipment, practices or operations regulated or required under the permit.
7. This permit is not transferable to another owner without prior approval from the DNR.
8. The permittee shall by March 1 notify the DNR of changes made in the previous calendar year to the information contained in the water use summary included with this Individual Permit.
9. All other permits and approvals that you have received for the withdrawal(s) remain in effect. This Water Use permit does not replace or change any of the conditions or requirements of the other permits or approvals.
10. The DNR may modify this permit as necessary pursuant to s. 281.346(5)(o), Wis. Stats.

11. The permittee shall implement the applicable water conservation and water use efficiency requirements of an approved water conservation plan under ch. NR 852, Wis. Admin. Code.
12. If a water supply service area plan is required by ss. 281.346 or 281.348, Stats., the withdrawal shall be consistent with the approved water supply service area plan.
13. Pursuant to s. 281.346(7m), Wis. Stats., the DNR may, without a prior hearing, order a permittee to immediately stop a withdrawal if the DNR determines that there is a danger of imminent harm to the public health, safety, or welfare, to the environment, or the water resources or related land resources of this state.
14. All information submitted to the DNR is a public record and is subject to Wisconsin's open records law under ss. 19.21 to 19.39, Wis. Stats. Open records requests for water withdrawal locational information will be subject to the requirements of s. NR 860.14, Wis. Admin. Code. Information provided to the DNR may be used by the DNR as it deems necessary.
15. After an opportunity for a hearing, the DNR may suspend or revoke this permit for cause, including obtaining the permit by misrepresentation or failure to disclose material facts or substantially violating the terms of the permit, pursuant to s. 281.346(5)(p), Wis. Stats.

CONCLUSIONS OF LAW

The Department of Natural Resources has the authority to issue individual permits for water withdrawals located in the Great Lakes basin under s. 281.346(5), Wis. Stats., and Chapter NR 860, Wis. Admin. Code.

FINDINGS OF FACT

1. The person receiving this permit is the owner, as defined in s. NR 860.11(7), Wis. Adm. Code, of the property.
2. The owner has the capacity or is approved to withdraw at least 1,000,000 gallons per day for 30 consecutive days.
3. The owner withdraws less than or equal to the withdrawal amount established pursuant to s. 281.346(4g), Wis. Stats.

NOTICE OF APPEAL RIGHTS

If you believe that you have a right to challenge this decision, you should know that the Wisconsin statutes and administrative rules establish time periods within which requests to review Department decisions must be filed. For judicial review of a decision pursuant to sections 227.52 and 227.53, Wis. Stats., you have 30 days after the decision is mailed, or otherwise served by the Department, to file your petition with the appropriate circuit court and serve the petition on the Department. Such a petition for judicial review must name the Department of Natural Resources as the respondent.

To request a contested case hearing pursuant to section 227.42, Wis. Stats., you have 30 days after the decision is mailed, or otherwise served by the Department, to serve a petition for hearing on the Secretary of the Department of Natural Resources. All requests for contested case hearings must be made in accordance with section NR 2.05(5), Wis. Adm. Code, and served on the Secretary in accordance with section NR 2.03, Wis. Adm. Code. The filing of a request for a contested case hearing does not extend the 30-day period for filing a petition for judicial review.

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: Recruitment Process For Community Development Director
Position

Subject: Presented By: City Attorney/Director of Human Resources

Initiator:

Recommendation:

ATTACHMENTS:

File Name

Community_Development_Director_Recruitment_memo.pdf

Profile-FDL-Community-Development-Director_(1).pdf

Position-Description-Community-Dev-Director-FDL_(1).pdf

CITY OF FOND DU LAC - Memorandum

Date: October 16, 2025

To: City Manager, City Council

From: Deborah S.R. Hoffmann, City Attorney/Director of HR

Subject: Recruitment Process for Community Development Director Position

Nationwide recruitment for the Director of Community Development began last week. Here are the details. The attached brochure and position profile were created to advertise this position. The City has contracted with IPA (Innovative Public Advisors). Partner Jess Wildes is handling this recruitment and has begun marketing the position. The posting is also up on the City's website. Wildes will provide the following Executive Recruitment Services:

- **Recruitment Marketing**

Create position announcement, profile brochure, custom landing page, and marketing materials.

Advertise position on Wisconsin City/County Management Association (WCMA), League of Wisconsin Municipalities, LinkedIn, American Planning Association - Wisconsin Chapter, Wisconsin Economic Development Association, American Association of Municipal Executives, and more.

Promote position to IPA network and extensive LinkedIn connections with targeted outreach to dynamic community development professionals

- **Application and Interview Process**

Recruit applicants, collect application materials, review/screen candidates, and make recommendations to hiring team.

Coordinate community tour and in-person interview(s) with City leadership, hiring team and key staff.

IPA staff will be present to facilitate the entire process.

- **Candidate Selection and Offer**

Assist administration in crafting the offer letter, including salary and benefits. Prepare press release and develop announcement timeline



City of Fond du Lac

Community Development Director

Innovative
Public Advisors

Executive Recruitment





City of Fond du Lac

Located at the foot of Lake Winnebago in east-central Wisconsin, the City of Fond du Lac (population 45,000) is a welcoming, forward-looking community known for its rich history, scenic beauty, and exceptional quality of life. Fond du Lac offers the perfect balance of small-city friendliness and metropolitan opportunity—serving as a regional hub for business, healthcare, education, and recreation.

The City is celebrated for its vibrant downtown, featuring a growing mix of restaurants, shops, galleries, and entertainment venues. Annual events such as Walleye Weekend, Fondue Fest, and Downtown Strolls bring residents and visitors together to celebrate community and creativity. Just steps from Main Street, Lakeside Park—one of Wisconsin's largest urban parks—spans 400 acres along the lakefront with beaches, marinas, walking trails, playgrounds, and year-round recreational opportunities.

Fond du Lac's local economy is anchored by strong manufacturing, education, and healthcare sectors, complemented by an expanding base of professional services, small businesses, and entrepreneurs. The City's location at the intersection of Highways 41, 23, and 151 provides easy access to Milwaukee, Madison, and the Fox Cities, positioning it as a central destination for commerce and innovation in the region.

Residents enjoy safe neighborhoods, diverse housing options, and outstanding educational opportunities through Fond du Lac School District, Moraine Park Technical College, Marian University, and UW-Oshkosh Fond du Lac Campus. Exceptional healthcare services and strong civic organizations contribute to a connected and compassionate city culture.

With its lakeside setting, thriving business climate, and commitment to innovation and inclusivity, Fond du Lac offers the best of Wisconsin living—a place where people of all ages can grow, connect, and thrive.

Learn more at www.fdl.wi.gov.



Community Development Director

The City of Fond du Lac seeks an experienced and forward-thinking community development professional with a strong foundation in planning, economic development, and municipal management. They will bring a proven ability to balance visionary leadership with practical execution—translating community goals into actionable strategies that enhance Fond du Lac’s quality of life, tax base, and economic vitality.

This individual will demonstrate deep knowledge of zoning, redevelopment, and Tax Increment Financing (TIF), along with experience managing complex projects involving multiple partners, funding sources, and regulatory agencies. A strong financial background—including expertise in budget development, capital planning, and grant administration—is essential, as is the ability to negotiate and manage public–private partnerships that drive reinvestment and innovation.

The successful candidate will be a collaborative and approachable leader who values transparency, teamwork, and community engagement. They will lead with integrity, creativity, and a commitment to service, fostering a culture of accountability and collaboration across the department while embracing Fond du Lac’s community spirit and advancing projects that make the City a vibrant, connected, and welcoming place to live, work, and invest.



Essential Duties and Responsibilities

Economic Development

- Serve as the City's primary contact for developers, investors, and business leaders pursuing real estate development projects.
- Negotiate and manage public-private partnerships, Tax Increment Financing (TIF) districts, and development agreements in collaboration with the Comptroller and City Attorney.
- Prepare and present TIF project plans and related materials for City Council consideration.
- Lead Redevelopment Authority initiatives through Requests for Proposals/Qualifications (RFP/RFQ).
- Acquire and reposition underutilized or blighted properties for redevelopment, including brownfield management and coordination of DNR/EPA cleanup grants.

Planning and Zoning Administration

- Oversee the 2040 Comprehensive Plan, zoning code updates, and plan implementation.
- Administer all site plan reviews, zoning verification, and floodplain management responsibilities.
- Serve as staff liaison to the Plan Commission, Board of Appeals, and Downtown Architectural Review Board.
- Lead implementation of major plans including the North Main Street Corridor Vision, Fond du Lac LOOP Master Plan, and Housing Study recommendations.

Downtown Revitalization

- Partner with the Downtown Fond du Lac Partnership (BID) to foster business investment and vibrancy.
- Oversee grant programs such as the Building Improvement Grant, Creative Sign Grant, and Catalytic Project Program.
- Support adaptive reuse, infill development, and placemaking projects that strengthen the downtown.

Community Development Block Grant (CDBG)

Administration

- Manage the City's annual CDBG allocation and housing rehabilitation loan program.
- Ensure compliance with all HUD regulations and reporting requirements.
- Support initiatives assisting low- and moderate-income residents and persons experiencing homelessness.
- Facilitate relationships with nonprofit community partners.

Intergovernmental and Strategic Partnerships

- Implement the City's Cooperative Plan with adjacent towns and ensure compliance with intergovernmental agreements.
- Serve on negotiation teams alongside the City Manager, City Attorney, and Public Works Director.
- Coordinate with regional agencies, developers, and nonprofit partners on housing, redevelopment, and community services.

Floodplain Administration

- Serve as the City's designated Floodplain Administrator, maintaining compliance with DNR and FEMA requirements.
- Manage the City's Community Rating System (CRS) program, helping residents save on flood insurance premiums through mitigation initiatives.
- Lead acquisition projects to reduce flooding risk in vulnerable areas.

Historic Preservation and Advocacy

- Serve as staff liaison to the Historic Preservation Commission and coordinate preservation programs.
- Lead Historic Preservation Month activities and other initiatives that celebrate the City's architectural heritage.
- Advocate for new amenities and placemaking efforts that enhance livability and civic pride.

Leadership

The Community Development Director guides the growth and redevelopment of the City of Fond du Lac as a vibrant, resilient, and inclusive community where people want to live, work, and play. This position oversees a broad portfolio of functions including planning and zoning, real estate and economic development, housing, inspections, parking, historic preservation, floodplain administration, and the Fond du Lac Senior Center. The Director leads a team dedicated to community improvement and serves as a key member of the City's executive leadership team, reporting directly to the City Manager.



The Community Development Director:

- Serves as Assistant City Manager or Acting City Manager as assigned.
- Directs and oversees the Community Development Department.
- Supervises department staff of approximately 10 FTEs.
- Responds to inquiries from residents, developers, and elected officials.
- Provides regular updates to the City Manager and City Council on major projects and policy matters.
- Prepares and manages annual operating and capital budgets, including multi-year investment projects such as brownfield redevelopment, riverfront planning, gateway development, and housing facilitation.





The Ideal Candidate

The ideal candidate will be an experienced and visionary community development professional who combines strong technical expertise with a collaborative, people-centered leadership style. They will bring proven success in planning, zoning, redevelopment, and Tax Increment Financing (TIF), as well as the ability to manage complex projects, budgets, and public-private partnerships that strengthen Fond du Lac's economy and quality of life. Skilled in communication and relationship building, this individual will work effectively with developers, residents, elected officials, and regional partners to advance strategic initiatives. The next Community Development Director will lead with integrity, creativity, and a deep commitment to community service—helping Fond du Lac continue to grow as a vibrant, connected, and welcoming city.

Full Salary Range: \$129,000–\$150,900 (DOQ)

Excellent benefits package includes:

- Comprehensive insurance, benefits, and paid time-off program.
- Enrollment in Wisconsin Retirement System (WRS) Pension.

Required Qualifications

- Master's Degree in Urban or Regional Planning, or a related field.
- Minimum of 6-8 years of progressively responsible experience in community or economic development, planning, or public administration.
- American Institute of Certified Planners (AICP) certification (may obtain after hire).



Innovative Public Advisors

HOW TO APPLY

Innovative Public Advisors (IPA) is conducting the executive recruitment process for this position. Applications are now being accepted until the position is filled, with first review no later than **November 7, 2025**.

Please send a **cover letter, resume, salary history, and professional references** to Jess Wildes at jess@public-advisors.com, and direct questions to 262-339-5658.

Learn more at public-advisors.com/fdl.



Position Description

Community Development Director

Reports to the City Manager | Exempt/Full-time | Supervisory Position
Salary Range: \$129,000-\$150,900 (DOQ)

Position Summary

The Community Development Director guides the growth and redevelopment of the City of Fond du Lac as a vibrant, resilient, and inclusive community where people want to live, work, and play. This position oversees a broad portfolio of functions including planning and zoning, real estate and economic development, housing, inspections, parking, historic preservation, floodplain administration, and the Fond du Lac Senior Center. The Director leads a team dedicated to community improvement and serves as a key member of the City's executive leadership team, reporting directly to the City Manager.

Essential Duties and Responsibilities

Economic Development

- Serve as the City's primary contact for developers, investors, and business leaders pursuing real estate development projects.
- Negotiate and manage public-private partnerships, Tax Increment Financing (TIF) districts, and development agreements in collaboration with the Comptroller and City Attorney.
- Prepare and present TIF project plans and related materials for City Council consideration.
- Lead Redevelopment Authority initiatives through Requests for Proposals/Qualifications (RFP/RFQ).
- Acquire and reposition underutilized or blighted properties for redevelopment, including brownfield management and coordination of DNR/EPA cleanup grants.

Planning and Zoning Administration

- Oversee the 2040 Comprehensive Plan, zoning code updates, and plan implementation.
- Administer all site plan reviews, zoning verification, and floodplain management responsibilities.
- Serve as staff liaison to the Plan Commission, Board of Appeals, and Downtown Architectural Review Board.
- Lead implementation of major plans including the North Main Street Corridor Vision, Fond du Lac LOOP Master Plan, and Housing Study recommendations.

Downtown Revitalization

- Partner with the Downtown Fond du Lac Partnership (BID) to foster business investment and vibrancy.
- Oversee grant programs such as the Building Improvement Grant, Creative Sign Grant, and Catalytic Project Program.
- Support adaptive reuse, infill development, and placemaking projects that strengthen the downtown.

Community Development Block Grant (CDBG) Administration

- Manage the City's annual CDBG allocation and housing rehabilitation loan program.
- Ensure compliance with all HUD regulations and reporting requirements.
- Support initiatives assisting low- and moderate-income residents and persons experiencing homelessness.
- Facilitate relationships with nonprofit community partners.

Intergovernmental and Strategic Partnerships

- Implement the City's Cooperative Plan with adjacent towns and ensure compliance with intergovernmental agreements.
- Serve on negotiation teams alongside the City Manager, City Attorney, and Public Works Director.
- Coordinate with regional agencies, developers, and nonprofit partners on housing, redevelopment, and community services.

Floodplain Administration

- Serve as the City's designated Floodplain Administrator, maintaining compliance with DNR and FEMA requirements.
- Manage the City's Community Rating System (CRS) program, helping residents save on flood insurance premiums through mitigation initiatives.
- Lead acquisition projects to reduce flooding risk in vulnerable areas.

Historic Preservation and Advocacy

- Serve as staff liaison to the Historic Preservation Commission and coordinate preservation programs.
- Lead Historic Preservation Month activities and other initiatives that celebrate the City's architectural heritage.
- Advocate for new amenities and placemaking efforts that enhance livability and civic pride.

Leadership

- Serve as Assistant City Manager or Acting City Manager as assigned.
- Direct and oversee the Community Development Department.
- Supervise department staff of approximately 10 FTEs.
- Respond to inquiries from residents, developers, and elected officials.
- Provide regular updates to the City Manager and City Council on major projects and policy matters.
- Prepare and manage annual operating and capital budgets, including multi-year investment projects such as brownfield redevelopment, riverfront planning, gateway development, and housing facilitation.

Required Qualifications

- Master's Degree in Urban or Regional Planning, or a related field.
- Minimum of 6-8 years of progressively responsible experience in community or economic development, planning, or public administration.
- American Institute of Certified Planners (AICP) certification (may obtain after hire).

Knowledge, Skills, and Abilities

- Comprehensive understanding of planning, zoning, housing, redevelopment, and TIF financing.
- Strong leadership, project management, and negotiation skills.
- Proven ability to build partnerships with public, private, and nonprofit stakeholders.
- Exceptional written and verbal communication skills.
- Proficiency in MS Office Suite, Passport, and municipal management systems.
- Ability to handle complex, politically sensitive, or high-profile issues with diplomacy.

Requirements: Valid Wisconsin Driver's license, and ability to pass a criminal and financial background check.

The City of Fond du Lac is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

Innovative
Public Advisors

How to Apply

Innovative Public Advisors (IPA) is conducting the executive recruitment process for this position. Applications are now being accepted until the position is filled, with **first review no later than November 7, 2025.**

Send a **cover letter, resume, salary history, and professional references** to Jess Wildes at jess@public-advisors.com. Please direct questions to 262-339-5658.

Learn more at public-advisors.com/fdl.