

Town of Lawrence, Regular Town Board Meeting
Town Hall 2400 Shady Court, De Pere WI 54115
Monday, July 28, 2025, at 6:00 P.M.

Discussion and Action on the following:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve Agenda
5. Public Comments upon matters not on agenda or other announcements
6. Consider minutes of June 23, 2025, Special Joint Town Board Meeting and July 14, 2025 Regular Town Board Meeting.
7. Consideration of payment of due invoices
8. Review of Recommendations and Reports from Planning & Zoning Board:
 - a. Consideration of Preliminary Review of Planned Development District for Blue Reef Storage Condos at 1358 Mid Valley Dr, Parcel L-221 by Blue Reef Holdings LLC
9. Consideration of Parking Lot Prep Costs for Town land between GB Rugby/Sports Emporium
10. Consideration of Proposal for Storm Inlet/Gutter/Road Repair – Quarry Park
11. Consideration of Proposal for Tree Cutting/Removal on Town Property – Andromeda Area
12. Consideration of Third Hobart-Lawrence Intergovernmental Police Protective Service Agreement
13. Consideration of CBU Mailbox unit purchases for Little Rapids Subdivision and Torchwood Lots
14. Consideration of Resolution 2025-004 – Sale of Land and Development Agreement to DePere Select Soccer Club LLC – Parcel L-2281, 2276 Lawrence Parkway.
15. Administrator/Staff Reports
16. Future Agenda Items
17. **Closed Session:** Pursuant to Ch. 19.85(1)(e) Deliberation or negotiation for the purchase of public properties, the investment of public funds, or the conduct of other specific public business, whenever competitive or bargaining reasons require a closed session (*re: Town Center & TIF Development negotiations*)
18. Return to Regular Open Session for possible action pursuant to Ch. 19.85 (2) of Wisconsin Stats
19. Adjourn

Patrick Wetzel for Dr. Lanny J. Tibaldo

Posted at the following on July 26, 2025:

- ☒ *Town Hall, 2400 Shady Ct; Posted to the Town Website;*
- ☒ *Notice to News Media*

NOTE: Any person wishing to attend this meeting who, because of disability requires special accommodations, should contact Town Clerk-Treasurer Cindy Kocken, at 920-347-3719 at least 2 business days in advance so that arrangements can be made.

Town of Lawrence
Proceedings of the SPECIAL Joint Town Board Meeting with Village of Hobart
Town Hall, 2400 Shady Court, De Pere WI
Monday, June 23, 2025

1. Call to Order

The meeting was called to order by Chairman Tibaldo at 5:18 p.m.

2. Roll Call

Present In-Person

Chairman: Dr. Lanny Tibaldo

Supervisors: Kari Vannieuwenhoven; Bill Bain, Lori Frigo, Kevin Brien

Others in Attendance: Patrick Wetzel, Administrator; Cindy Kocken, Clerk-Treasurer;
Police Chief, Michael Renkas

3. Approve Agenda

Supervisor Brien made the motion to approve the agenda as presented.

Supervisor Bain seconded the motion. The motion carried unanimously.

4. Discussion and Possible Action on Amendment to Hobart – Lawrence

Intergovernmental Police Agreement:

Chief Renkas and Administrator Wetzel reviewed the proposed Third Hobart – Lawrence Intergovernmental Police Agreement. Discussion occurred between the two Boards.

The Town Board engaged in an in-depth discussion concerning Article V – Payment Terms. A key focus was the 10-year fee schedule, which had previously been the subject of joint small group discussions between the Town of Lawrence and the Village of Hobart. Multiple options and structures for the schedule were proposed during those discussions, reflecting differing fiscal strategies and projections between the municipalities.

In addition, the Town Board deliberated whether to include self-initiated field activity calls as part of the formula used to determine fee adjustments or triggers under the agreement. The inclusion of such calls could significantly affect the calculation of service usage and therefore impact the payment obligations of the agreement.

Supervisor Vannieuwenhoven made the motion to approve the Amendment to Hobart-Lawrence Intergovernmental Police Agreement with modifications to the payment terms with zero percent increase for 2026, then five percent increase after that, for a total of \$1,231,605.42 at year 2035, and not including the self-initiated field activity calls. Supervisor Frigo seconded the motion. The motion carried unanimously.

5. Other topics as authorized by law:

No action.

6. Adjourn:

Supervisor Frigo made the motion at 6:19 p.m. to adjourn the meeting. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Respectfully submitted by,
Cindy Kocken, Clerk-Treasurer

Town of Lawrence
Proceedings of the Regular Town Board Meeting
Town Hall, 2400 Shady Court, De Pere WI
Monday, July 14, 2025

1. Call to Order

The meeting was called to order by Chairman Tibaldo at 6:03 p.m.

2. Roll Call

Present In-Person

Chairman: Dr. Lanny Tibaldo

Supervisors: Lori Frigo, Kevin Brienens, Kari Vannieuwenhoven, Bill Bain

Others in Attendance: Patrick Wetzel, Administrator; Cindy Kocken, Clerk-Treasurer; Scott Beining, Building Inspector/Zoning Administrator; Kurt Minten, Public Works Director; Luke Pasterski, Fire Chief; Michael Renkas, Police Chief

3. Pledge of Allegiance

4. Approve Agenda

Supervisor Brienens made the motion to approve the agenda as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

5. Public Comments upon matters not on agenda or other announcements:

None.

6. Consideration of minutes of June 23, 2025 Town Board Meetings-Regular and Special:

Supervisor Brienens made the motion to table the minutes of special joint meeting on June 23, 2025 for clarification. Supervisor Frigo seconded the motion. The motion carried unanimously.

Supervisor Brienens made the motion to approve the June 23, 2025 regular Town Board meeting minutes as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

7. Consideration of payment of due invoices:

Supervisor Bain made the motion to approve the payment of due invoices as presented. Supervisor Brienens seconded the motion. The motion carried unanimously.

8. Review of Recommendations and Reports from Planning & Zoning Board:

- a. Consideration of Site Plan Review for Commercial Building at 1680 Mid Valley Drive on Parcel L-264-6-1-2 by VR Development:

Supervisor Bain made the motion to approve the site plan for commercial building at 1680 Mid Valley Drive on Parcel L-264-6-1-2 by VR Development as presented.

Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

9. Consideration of Brown County Intergovernmental 2025-2026 Property Tax Agreement; Tax Bill Preparation, Mailing, and Collection Services:

Supervisor Frigo made the motion to approve the Brown County Intergovernmental 2025-2026 Property Tax Agreement; Tax Bill Preparation, Mailing, and Collection Services as presented. Supervisor Brienens seconded the motion. The motion carried unanimously.

10. Consideration of Proposal for Computer Replacements - Windows 10 End-of-Life:

Supervisor Frigo made the motion to approve the proposal from AIT for computer replacements for Windows 10 End-of-Life as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

11. Consideration of Pay Request #2 – 2025 Scheuring Road Urbanization – Peters Concrete Company - \$245,117.05:

Supervisor Bain made the motion to approve the Pay Request #2 for 2025 Scheuring Road Urbanization to Peters Concrete Company in the amount of \$245,117.05 as presented. Supervisor Brienens seconded the motion. The motion carried unanimously.

12. Consideration of Pay Request #9 – Mid Valley Drive Contract / Torchwood-Beck Way - PTS Contractors, \$276,894.79:

Supervisor Bain made the motion to approve Pay Request #9 for Mid Valley Drive Contract / Torchwood-Beck Way to PTS Contractors in the amount of \$276,894.79 as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

13. Consideration of Progress Payment to Custom Fire for New Fire Engine Chassis - \$527,134.00:

Supervisor Frigo made the motion to approve the progress payment to Custom Fire for new fire engine chassis in the amount of \$527,134.00 as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

14. Consideration of Sale of Surplus Town Property – Chevrolet Silverado 2500 HD:

Supervisor Bain made the motion to approve the sale of surplus Town Property – Chevrolet Silverado 2500 HD for \$17,000 as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.

15. Consideration of Resolution 2025-004 – Sale of Land and Development Agreement to De Pere Select Soccer Club LLC – Parcel L-2281, 2276 Lawrence Parkway:

Negotiations are ongoing and nearing completion. No action taken.

16. Consideration of Resolution 2025-006 – Sale of Land and Amendment to Development Agreement to ISA Building LLC – Portion of Parcel L-2078 and L-454-3, Lawrence Parkway:

Supervisor Brienens made the motion to approve Resolution 2025-006 – Sale of Land and Amendment to Development Agreement to ISA Building LLC – Portion of Parcel L-2078 and L-454-3, Lawrence Parkway as presented. Supervisor Bain seconded the motion. Roll call vote: Supervisor Frigo, aye; Supervisor Brienens, aye; Supervisor Vannieuwenhoven, aye; Supervisor Bain, aye, Chairman Tibaldo, aye. The motion carried unanimously.

17. Administrator/Staff Reports

Staff reports were given.

18. Future Agenda Items

- a. June 23, 2025 Special Joint Meeting Minutes
- b. Resolution 2025-004 – Sale of Land and Development Agreement to De Pere Select Soccer Club LLC – Parcel L-2281, 2276 Lawrence Parkway.

19. Closed Session: Supervisor Brienens made the motion to go into closed session at 7:12 p.m. Pursuant to Ch. 19.85(1)(e) Deliberation or negotiation for the purchase of public properties, the investment of public funds, or the conduct of other specific public business, whenever competitive or bargaining reasons require a closed session (*re: police and ambulance agreement negotiation updates and Town Center & TIF Development negotiations*) and **Closed Session:** Pursuant to Ch. 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Conditional Use and Highway). Supervisor Vannieuwenhoven seconded the motion. Roll call vote: Supervisor Frigo, aye; Supervisor Brienens, aye; Supervisor Vannieuwenhoven, aye; Supervisor Bain, aye, Chairman Tibaldo, aye. The motion carried unanimously.

20. Return to Regular Open Session for possible action pursuant to Ch. 19.85 (2) of Wisconsin Stats:

Supervisor Brienien made the motion to return to regular open session at 9:45 p.m. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

- a. Supervisor Brienien made the motion to approve the current police document with the changes of zero percent increase for 2026 and five percent increase every year after that, pending legal review. Supervisor Bain seconded the motion. The motion carried unanimously.

21. Adjourn:

Supervisor Frigo made the motion at 9:47 p.m. to adjourn the meeting. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Respectfully submitted by,
Cindy Kocken, Clerk-Treasurer

DRAFT



Agenda Item Review

Meeting Date: 7/28/25

Agenda Item#: 8

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Town Board of Supervisors
REPORT FROM: Scott Beining, Building Inspector/Zoning Administrator
AGENDA ITEM: **Staff Report-Scott-Planning/Zoning items**

8. Review of Recommendations and Reports from Planning & Zoning Board:
 - a. Consideration of Preliminary Review of Planned Development District for Blue Reef Storage Condos at 1358 Mid Valley Dr, Parcel L-221 by Blue Reef Holdings LLC

This is the preliminary PLANNED DEVELOPMENT review. PZ held a preliminary discussion, then a preliminary review of the project. Concerns brought up at the last meeting including fencing, security, and sewer/water metering. A storm water pond is on the property now, storm water plans and approvals have included this area for development.

PZ voted unanimously on 7/9/25 to recommend approval of the preliminary plans for the planned development. Approval by the Town Board would have the developer continue on final plans to be submitted to PZ board, then a public hearing would be scheduled at that time.

05.07.2025

Blue Reef Storage – Phase II
Project No. 1647-15-24

Town of Lawrence PD Narrative

The owner proposes to develop Phase II of the Blue Reef Storage site. The site was intended to be developed in two phases. Both phases were to be cold storage buildings. The first phase was constructed in 2023.

The first phase has been successfully completed, and the owner wishes to proceed with Phase II. The proposed Phase II development changes the use from cold storage units to storage or business/office condominiums. The project would require the development of a condominium plat and declaration.

The condominiums would be sold to individual owners for use as business/contractor offices and storage units for car enthusiasts (commonly referred to as 'automominiums'). The portion of the site intended for autominiiums would be isolated from the balance of the site with a unit owner operated gate.

The following proposed development site and use characteristics are summarized below:

Neighborhood environment, characteristics and use.

The site was originally proposed and approved as having a total of approximately 332 cold storage units in Phase I and approximately 436 cold storage units in Phase II. The proposed site plan revised the 436 cold storage units to 47 office or storage condominium units.

Physical, natural and topographical features of the building site.

The area on the site where the development is proposed was previously prepared as part of the original development. The development area has a gentle slope from east to west and is currently in a field like condition.

Nature, operational character, organizational structure and use of buildings and structures.

The site will be platted with a condominium plat. The intended use is for small office spaces and storage condominiums focused (but not limited to) automobile enthusiasts.

Architectural design, visual appeal and building materials.

Please refer to the attached conceptual architectural renderings/elevations.

Building arrangement, density and floor area ratio.

Please refer to the attached proposed site plan.

Building heights.

Please refer to the attached conceptual architectural renderings/elevations.

Building setbacks.

Building setbacks are 15 feet on the sides. Front and rear setbacks do not apply as the proposed development area is in the middle of the property and well in excess of any front or rear setbacks.

Screening and fencing.

Due to the shape of the lot, the proposed development is set back a considerable distance from the road. There is an existing commercial building (Fox Valley Truck & Body Inc.) that screens a large portion of the site. Furthermore, the cold storage units, constructed in Phase I of the

project, will screen the proposed development as well. The proposed units will have very limited visibility from the public R-O-W.

Landscaping.

Please refer to the attached landscape plan.

Exterior lighting.

Please refer to the attached lighting plan.

Site drainage.

Please refer to the attached grading plan.

Open space needs.

After development, the site will have 10.75 acres of green space (53% of the site).

Design and capacity of parking and loading areas.

Parking is available in and in front of each unit

Design and location of roadways, driveways and walks.

All proposed drives are private. The units for the automobile enthusiast will be isolated/accessible via a security gate.

Traffic generation and rate of vehicle turnover.

Anticipated traffic with the proposed development is less than originally planned/approved due to the decreased number of units. Because many of the new units are offices, it is anticipated that a lot of the new traffic generation will be during weekdays and business hours.

Street or highway access and traffic patterns.

No new public street access is being requested, no significant changes to traffic patterns are anticipated.

Number and location of street openings or curb cuts.

No new public street access is being requested, existing drives will be used to access this phase of development.

Street and highway dedication.

No new street or highway is required

Availability and capacity of sewer, water and other utilities.

Private water and sanitary services will be extended in the new phase. Storm sewer and on-site stormwater management practices were installed in Phase I and were designed to accommodate the additional development

Snow removal, garbage collection, fire protection and other municipal services.

All required services are private, and no additional municipal services are required

Methods and hours of operation.

Methods and hours of operation will be the same as Phase I

Operational control.

A condominium association will be created to establish and maintain operation standards and control.

Capacity of local schools and educational institutions.

Not applicable, no additional services will be required from local schools or educational institutions





Agenda Item Review

Meeting Date: 7-28-2025

Agenda Item#:

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Kurt Minten, Director of DPW
AGENDA ITEM: Parking lot between Rugby and Sports Emporium

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes- TID 3 project

Item History: The town has planned to have a parking area between Rugby and Sports Emporium to be used as access and additional parking during events. With both projects underway we should look at placing the stone for the parking lot.

During Rugby's project they excavated most of the parking lot and used the dirt for their fields at their expense. They also placed the stone in the parking lot in the outlined purple area on the map that is attached with the staff report.

We now need to place the stone in the rest of the excavated area which is the orange outlined area on the map. We received the quote from PTS contractors for \$35,985.00 to proof roll and place the stone. This would be a change order to the current contract with PTS contractors. It also is TID 3 eligible.

Recommended Action: Recommend approval of placing the stone in the parking lot for \$35,985.00 by PTS Contractors.

Kurt Minten

From: branden strayer <bstrayer@PTSCONTRACTORS.NET>
Sent: Thursday, June 26, 2025 7:44 AM
To: Kurt Minten
Subject: RE: town parking lot next to Rugby.

Kurt so here is what I have to get this prepped and stoned.

| | | |
|--------------------------------------|------------------------------|-------------|
| 1 LS – Trim Subgrade and Proof Roll | \$1335/LS | \$1335.00 |
| 2100 TN – Place Stone Breaker and ¾” | \$16.50/TN (paid by tickets) | \$34,650.00 |
| | TOTAL +/- = | \$35,985.00 |

Branden Strayer
Vice President



O: 920-468-5217
C: 920-213-0343
F: 920-468-4087

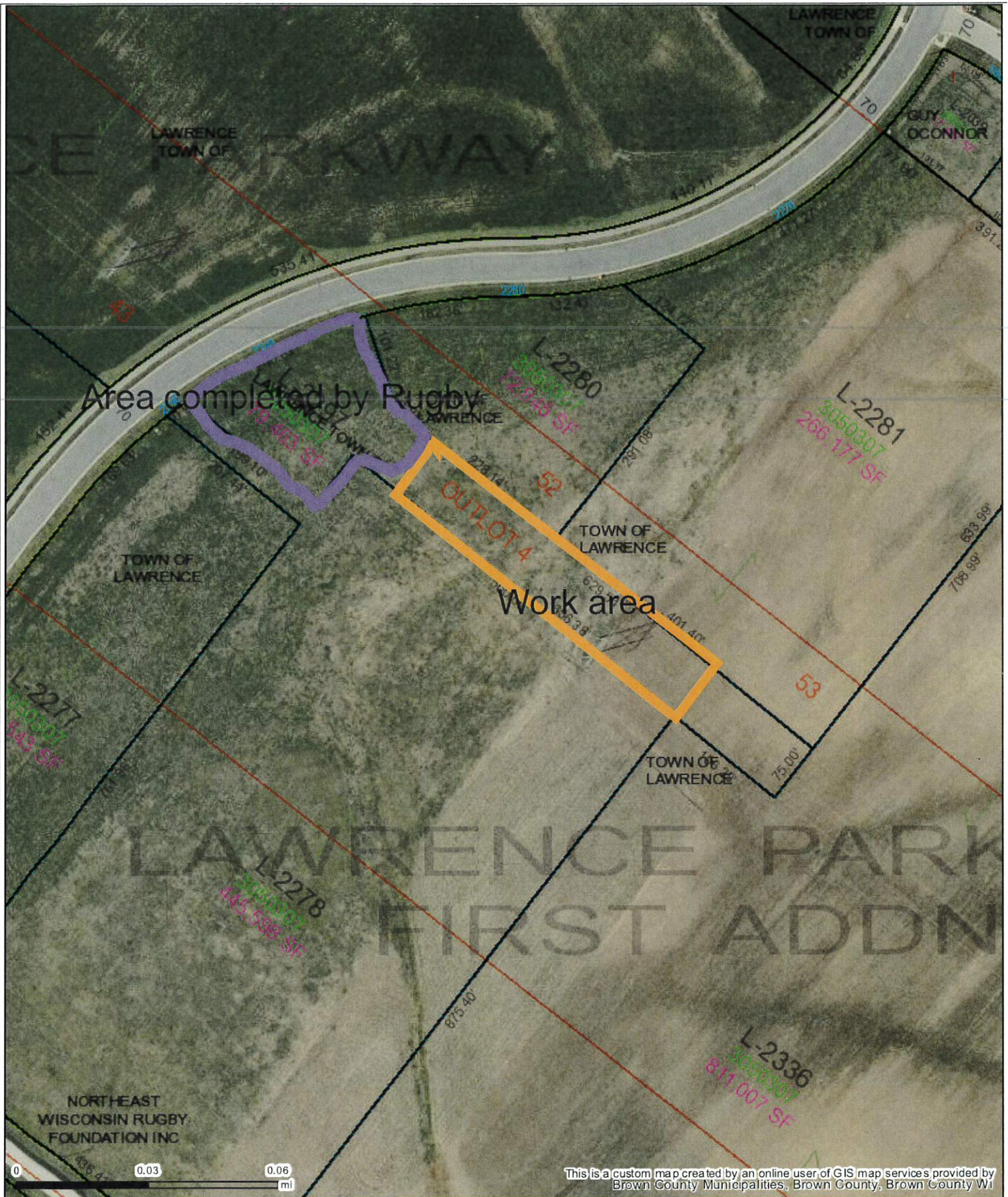
From: Kurt Minten <kurtm@lawrencewi.gov>
Sent: Monday, June 23, 2025 1:38 PM
To: branden strayer <bstrayer@PTSCONTRACTORS.NET>
Subject: town parking lot next to Rugby.

Branden

MCC is working on Rugby. They have dug out and rolled sub grade for the town owned road way between Rugby and Sport Emporium under the ATC power lines. (see orange section on attachment) Also they needed the dirt for Rugby.

Can you get me a stone price for that section (breaker and ¾ inch) to finish that off? It doesn't pay to leave it open.

Also Rugby said they would do part of this roadway to get access to their property. I don't know if they will be upset for how much was done by MCC on Rugby's dime. There is no formal agreement between Rugby and the town for how much rugby was doing. I am anticipating that the town may need to pay for some or all of it.



Part of Brown County WI

Map printed on 7/23/2025

1:1,800

1 inch = 150 feet*

1 inch = 0.0284 miles*

*original page size: 8.5"x11"

Appropriate format depends on zoom level

Parcel ownership key

Parcel Boundary

Condominium

Gap or Overlap

"hooks" indicate
parcel ownership
crosses a line

Parcel line

Right of Way line

Meander line

Lines between deeds or lots

Historic Parcel Line

Vacated Right of Way

A complete key (legend) is available at:
tinyurl.com/BrownDogLegend



(920) 448-6480

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Agenda Item Review

Meeting Date: 7-28-2025

Agenda Item#: 10

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Kurt Minten, Director of DPW
AGENDA ITEM: Quarry Park Road repairs

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes- street maintenance/storm & sanitary utilities

Item History: Town staff came across a sink hole near a catch basin by the driveway for Precision Cut Stone. After inspection it was found that the concrete adjustment rings had rotted away below the casting and collapsed. This caused the curb to start collapsing also. We inspected the catch basin across the road, and we have the same issue. We also inspected a sanitary manhole that is near there it also has the rings rotted away.

The gutter that goes along the entrance to Precision Cut Stone is all busted and starting to come apart. With replacing the gutter and the curb around the catch basins there is a total of 105 feet to be replaced.

With replacing of the curb and fixing the catch basins and manhole we would need repair to the asphalt. With the current condition of the asphalt being poor, due to the heavy truck traffic going in and out of Precision Cut Stone, we should repave the whole width of the road for 75 feet.

I received a quote from PTS Contractors for the complete work for a price of \$30,330.00. This would be spread between street maintenance, storm utility and sanitary utility budgets to pay for the repairs.

Recommended Action: Recommend approval to repair catch basins, manhole repair and asphalt replacement for \$30,330.00 by PTS Contractors.



4075 EATON ROAD, GREEN BAY, WI 54311-9340
(920) 468-5217 OFFICE (920) 468-4087 FAX

Date: July 22nd 2025

Subject: Catch Basin Repairs
Quarry Park Road
Lawrence, WI

| | Quantity | Unit Price | Total |
|---|-----------|-------------|--------------|
| 1 Curb and Gutter | LF 105.00 | \$ 58.00 | \$ 6,090.00 |
| 2 Asphalt Pavement | SY 300.00 | \$ 35.00 | \$ 10,500.00 |
| 3 Replace rings w/ salvaged castings | EA 2.00 | \$ 750.00 | \$ 1,500.00 |
| 4 2x3 inlet with new casting and rings | EA 1.00 | \$ 3,000.00 | \$ 3,000.00 |
| 5 Remove Pavement, Prep Curb, Backfill, and landscape | LS 1.00 | \$ 9,240.00 | \$ 9,240.00 |
| 6 | HR 0.00 | \$ - | \$ - |
| 7 | HR 0.00 | \$ - | \$ - |
| 8 | HR 0.00 | \$ - | \$ - |
| 9 | HR 0.00 | \$ - | \$ - |
| 10 | HR 0.00 | \$ - | \$ - |
| 11 | HR 0.00 | \$ - | \$ - |
| 12 | HR 0.00 | \$ - | \$ - |
| 13 | HR 0.00 | \$ - | \$ - |
| 14 | HR 0.00 | \$ - | \$ - |
| 15 | LS 0.00 | \$ - | \$ - |
| 16 | CY 0.00 | \$ - | \$ - |
| Total Equipment and Labor | | | \$ 30,330.00 |

**** Description



Agenda Item Review

Meeting Date: 7-28-2025

Agenda Item#:

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Kurt Minten, Director of DPW
AGENDA ITEM: Trees on Town land

FISCAL IMPACT:

- | | |
|------------------------------|--------------|
| 1. Is there A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | No- Forestry |

Item History: A town resident stopped to have us investigate dead ash trees that are on town property off Andromeda Court. The residents were concerned that if the trees fell over, they could hit their houses and land on their properties.

I went to look at them and there are about 20-25 trees that need to be taken down. The trees would simply be cut down and dropped on the town property.

Yesterday Trees came out and gave me a verbal cost of \$6000.00 to cut all trees down.

Recommended Action: Recommend approval for Yesterday's Trees to remove trees from Town owned land for up to \$6,000.00.



This is a custom map created by an online user of GIS map services provided by Brown County Municipalities, Brown County, Brown County WI

Part of Brown County WI

Map printed on 7/24/2025

1:1,800

1 inch = 150 feet*

1 inch = 0.0284 miles*

*original page size: 8.5"x11"

Appropriate format depends on zoom level



Parcel ownership key

Parcel Boundary

Condominium

Gap or Overlap

"hooks" indicate parcel ownership crosses a line

Parcel line

Right of Way line

Meander line

Lines between deeds or lots

Historic Parcel Line

Vacated Right of Way

A complete key (legend) is available at:
tinyurl.com/BrownDogLegend



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Agenda Item Review

Meeting Date: 7-28-2025

Agenda Item#: 12

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzol, Town Administrator
AGENDA ITEM: Amended Police Agreement with Village of Hobart

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes, for 2026 and beyond

Item History:

As a result of recent meetings of the Town Board, including joint meeting with Village of Hobart board, we've obtained approvals by both boards to finalize an amendment agreement. It is our understanding that both boards have approved terms with the Town costs expected to be 0% increase in 2026, and 5% each year thereafter.

We're reviewing through on proposed modifications by the Village Attorney and also the Town's Attorney as it relates to fine tuning language in the document.

We anticipate the Village of Hobart will take up the topic of the agreement on Tuesday August 5th.

We will be prepared for discussion and possible action on Monday night, 7/28.

The most recent version of the document will be provided ahead of the meeting.

Recommended Action:

Will review/discuss finalization of Amendment document with Village of Hobart and continue work on finalizing the document and approvals by each municipality.



Agenda Item Review

Meeting Date: 7-28-2025

Agenda Item#: 13

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzel, Town Administrator
AGENDA ITEM: Consideration of CBU Mail Box Purchases – Little Rapids Subdv and Torchwood Ext.

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes, within anticipated costs for subdivision dev.

Item History: We've reviewed the DePere Postmaster's desires for new subdivision developments to be served by CBU mailbox units rather than the historical one or four mailbox arrangements closer to individual single family homes.

We've been in contact with the DePere Postmaster about their requirements for CBU mailbox to be installed to serve the newly created Little Rapids Subdivision and the Torchwood Trail extension lots.

The postmaster has advised that we would need to order the mailbox units and arrange to have concrete and installation occur for these mailboxes. We'd also be responsible for handling administration of keys for lots and property owners (as the developer of the subdivision). The post office (has not recently, and) will not administer keys going forward.

The post office has advised that the CBUs should be installed on Lot 9 in Little Rapids Subdivision, the lot owned by the Town for future park space. We'd have the CBUs installed facing the road in a manner that doesn't interrupt with future park or public uses.

The post office has also advised that the Torchwood CBUs should be placed adjacent to the existing Lawrence Parkway Estates CBUs on Tigerwood Trail. We will likely look to locate the new boxes (and relocated existing) to face Tigerwood the road, and not on the Town trail. This will help with snow removal for these boxes, as the Town plows the roads. It will require some extra care in snow removal operations so as to not damage them though.

Recommended Action: Recommend approval to for staff to purchase appropriate CBU mailboxes and to contract for necessary concrete work in order to install for the Little Rapids Subdivision (Lot 9 – future Town park lot) and for the Torchwood Extension (to be located adjacent to the existing CBUs for Lawrence Parkway Estates along Tigerwood Trail). Intent is to try to match up with the same style/design as Tigerwood CBUs.

CBU MAIL BOXES

PHOTO OF EXISTING BOXES LOCATED AT TIGERWOOD TRAIL



**TOWN OF LAWRENCE
RESOLUTION #2025-004**

AUTHORIZING AND APPROVING THE SALE OF LAND TO DEPERE SELECT SOCCER CLUB, INC;
PARCEL L-2281, APPROXIMATELY 6.111 ACRES, AND DEVELOPMENT AGREEMENT

WHEREAS, the Town currently owns land on Lawrence Parkway, Tax Parcel L-2281, (the “Property”); and

WHEREAS, DePere Select Soccer Club, Inc. (hereafter, the “Buyer”) desires to purchase the property, and

WHEREAS, buyer desires the property for the purpose of constructing a new indoor Sports Emporium building as stipulated in proposed and attached Development Agreement, and:

WHEREAS, Town administration, with review and input from the Town Board of Supervisors, including as outlined in Letter of intent between the parties dated July 13, 2022, has negotiated terms of sale of the Property that are set forth in a certain Development Agreement thereto, a copy of which is attached hereto and marked Exhibit “A” (together, the “Agreement”); and

WHEREAS, the sale of the Property to Buyer is conditioned upon the acceptance and attainment of all necessary Town approvals prior to closing; and

WHEREAS, the Property is located in Town of Lawrence Tax Incremental District #1; and

WHEREAS, the Offer has been presented to the Town for review and consideration; and

WHEREAS, a project or development agreement between the buyer and the Town is required prior to any infrastructure construction or development activities progressing on this project, and

WHEREAS, we have reviewed the proposed purchase terms, with proposed Development Agreement in its entirety;

NOW THEREFORE BE IT RESOLVED by the Town Board of the Town of Lawrence, that it is in the best interests of the Town to accept the Offer to Purchase and Development Agreement according to its terms.

FURTHER RESOLVED, that the Town Chairman and Town Administrator, to wit: Lanny Tibaldo and Patrick Wetzol, respectively, are jointly authorized and directed to forthwith execute and deliver the purchase documents to the Buyer or its representative and authorized to execute the DePere Select Soccer Club, Inc. Development Agreement.

FURTHER RESOLVED, that the Town Chairman and Town Administrator are jointly authorized to determine whether all conditions of the sale are satisfied and upon that determination, to execute and deliver to the Buyer, the title company handling the closing of the purchase of the Property and any other person or entity to whom delivery of closing documents may be appropriate, all documents pertaining to the conveyance of the Property on terms acceptable to the Town Chairman and Town Administrator in their discretion, and all documents required to accomplish the purposes of the sale of the Property, the signatures of the Town Chairman and Town Administrator on any such documents to be conclusive evidence that they deemed the same to be in the best interests of the Town.

FURTHER RESOLVED, that any actions of either the Town Chairman or the Town Administrator taken jointly or severally by them, that would have been authorized either jointly or severally by the foregoing resolutions, but for the fact the same were taken before the execution of this Resolution, be and hereby are ratified and approved in all respects.

Approved and adopted by the members of the Town Board of the Town of Lawrence, Brown County, State of Wisconsin this 28th day of July, 2025

Vote: ___ -Aye
 ___ -Nay

Town of Lawrence

Attest:

Dr. Lanny J. Tibaldo, Town Chairperson

Cindy Kocken, Town Clerk-Treasurer