



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Board of Public Works
From: Dave Kittel, Director of Planning and Community Development
Date: 10/02/2025
Re: Easements-Riverside Park, Pool Hill for Water Filtration Plant

Background information:

The City and Kaukauna Utilities are moving towards the final steps to facilitate the expansion of the water treatment facility at Riverside Park and the new plant on the top of Pool Hill. The Site plans have been reviewed, the needed CSM has been reviewed with the next step being to finalize the needed easements. These easements are necessary to facilitate access, construction, and long-term maintenance of the upgraded filtration systems. Attached to this memo are the easement documents detailing the scope, location, and terms of each proposed easement. These have been reviewed in coordination with the Engineering Department and legal counsel to ensure alignment with city ordinances and standards.

Strategic Plan:

This is not directly related to the strategic Plan but aligns with the mission and vision of the strategic plan.

Budget:

Not Applicable

Recommendation:

To approve the easements as presented and direct the mayor to sign the required documents to record the easements.