

City of Kaukauna

Commission, Board, and Committee
Information



1000 Islands Environmental Center Committee (3-year term)

The main purpose of the 1000 Islands Environmental Center Committee is to administer the area known as the 1000 Islands area, which is part of the Conservancy Zone, and the building known as the 1000 Islands Environmental Center, to promote sound conservation measures, and to implement and administer planning and programming for the use of the 1000 Islands area and the 1000 Islands Environmental Center. Must be a City of Kaukauna resident. **The Center Committee meets the third Thursday of every month at 6:30 p.m.**

ARA Exhibition Center Advisory Committee (2-year term)

The general purpose of the Exhibition Center Advisory Committee is to represent, inform, engage and make recommendations on behalf of the stakeholders in the greater Fox Valley about the Exhibition Center Project as well as operations and management of the Exhibition Center "Center". The Committee shall strictly serve in an advisory capacity to the Appleton Redevelopment Authority ("ARA" or "Authority"). **The Advisory Committee meets 3 times a year or as needed (Typically Tuesdays at 1:00pm)**

Appleton Redevelopment Authority
Exhibition Center Advisory Committee
100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Alcohol and other Drug Abuse Prevention Board (3-year term)

The Board educates the public regarding the problems of alcohol, tobacco, and other drug abuse and develops public information programs in relation thereto. It shall make recommendations to the Council in cases where Council action is required on matters pertaining to the prevention of alcohol, tobacco, and other drug abuse. The Board shall coordinate all activities related to the prevention of alcohol, tobacco, and other drug abuse in the City and shall cooperate with other county and state agencies organized for a similar purpose. Must be a Kaukauna Area School District resident. **The Board meets the 3rd Wednesday of the month at 6:00 p.m.**

Board of Appeals (3-year term)

The Board of Appeals is authorized to hear appeals in matters relating to all zoning ordinances. The Board settles several types of zoning disputes, including appeals of administrative decisions and variances. It is a quasi-judicial body. Must be a City of Kaukauna resident. **Board meetings are held on an as-needed basis approximately 2-3 times per year.**

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Board of Review (5-year term)

The Board of Review is a quasi-judicial (court-like) body empowered with three primary duties: 1) it can adjust assessments when they have been proven incorrect by sworn oral testimony; 2) it can correct errors or omissions in the descriptions or computations found on the assessment roll; 3) the Board of Review can check the assessment roll for omitted property and double assessments. Must be a City of Kaukauna resident. **The Board meets within 30 days of the 2nd Monday in May.**

Building Construction Board of Review (3-year term)

The Building Construction Board of Review shall hear and decide appeals of orders, decisions or determinations made by the Building Inspector concerning the application, interpretation, and enforcement of the adopted technical codes. **The Board meets on an as-needed basis.**

City Plan Commission (3-year term)

The main purpose of the City Plan Commission is to review and make recommendations to the City Council regarding land use and land development activities. Regulation review involves the City zoning code and subdivision ordinance and comprehensive planning documents. Must be a City of Kaukauna resident. **The Commission meets the Thursday following the first and third Tuesday of the month as-needed.**

Fox Cities Area Room Tax Commission (1-year term)

The Fox Cities Area Room Tax Commission coordinates the collection and use of room tax in the Fox Cities Tourism Zone. The role and makeup of the Commission is set in State Statute. At meetings, Commissioners are provided a financial report on the collection of room taxes, discuss any delinquent payments and the process for ensuring collections, get a report from the Fox Cities CVB (the Commission's Tourism Entity, per statute) and, annually, get a report on the bond financing for the Fox Cities Exhibition Center and Community First Champion Center Fox Cities. The Commission may also discuss other topics related to room tax, such as collection from third party rentals like Air BnB. Commissioners are asked to communicate any pertinent and relevant information back to their respective municipalities. **The Commission meets quarterly on the third Monday of the month in March, May, September and December. Meetings are at 3 p.m. and generally last one hour.**

Grignon Mansion Board (3-year term)

The Board shall take such steps as it determines necessary to promote, protect and preserve the Grignon Home, to educate the public regarding the home and to develop public information programs in relation thereto. To the extent possible, the Board shall coordinate all activities related to the Grignon Home. **Board meetings are held the 4th Monday of each month at 5:00 p.m.**

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Industrial and Commercial Development Commission (3-year term)

The main purpose of the City of Kaukauna Industrial and Commercial Development Commission is to review and make recommendations to the City Council regarding the development, promotion, and sale of the Kaukauna Industrial Park Network and other City areas. The Commission shall make recommendations regarding the future development of industrial parks, including the need for installing public services, rail sidings, and roads. The Commission also reviews specific site plans for the development of individual building sites. Must be a City of Kaukauna resident. **The Commission meets on an as-needed basis.**

Kaukauna Veterans Memorial Park Association (3-year term)

The purpose of the Association is to maintain an association of persons interested in honoring veterans and the services they have provided; to support the public Kaukauna Veterans Memorial Park and Ring of Honor ("Park") through fund raising activities, volunteerism, and servicing as advocates for the park; to provide input for ongoing maintenance, strategic planning and support implementation of such maintenance and plans for the Park as directed and approved by the Common Council of the City of Kaukauna. The Association will also conduct fund raising to support the Park maintenance, materials, construction, supplies and activities to carry out the mission and plans to maintain a memorial park honoring those veterans who have served our country and our community. It will promote the mission of the Park within the community. The KVMPA will promote partnership with community organizations and cultivate relationships between the community and the Park. **The Association meets on an as-needed basis.**

Kaukauna Public Library Board (3-year term)

The Kaukauna Public Library Board is responsible for all financial and service operations of the Kaukauna Public Library. Board responsibilities include regular review of the services and operational policies of the Library. Must be a City of Kaukauna resident. **The Library Board meets on the 4th Tuesday of the month at 5:30 p.m.**

Police and Fire Commission (5-year term)

The main purpose of the Police and Fire Commission is to organize and supervise the Fire and Police Departments and to prescribe rules and regulations for their control and management. Must be a City of Kaukauna resident. **The Commission meets on an as-needed basis.**

Public Housing Authority (5-year term)

The main purpose of the Kaukauna Public Housing Authority is to establish and supervise administrative program policies, to review financial reports and practices and to supervise the director. Must be a City of Kaukauna resident. **The Authority meets the 2nd Monday of the month at 3:00 p.m.**

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Redevelopment Authority of the City of Kaukauna (5-year term)

The main purpose of the Redevelopment Authority of the City of Kaukauna is as follows: to be concerned with the visual and functional effects of the erection, construction, reconstruction, movement, enlargement, or alteration of any exterior architectural feature of any building or structure in the Commercial Core District. RACK has the power to hear and decide applications related to the above description. Must be a City of Kaukauna resident. **The Authority meets on an as-needed basis.**

Utility Commission (5-year term)

The main purpose of the Utility Commission is to manage and operate the Electric and Water Utility of the City. The terms “manage and operate” shall include Utility properties and the purchasing, acquiring, leasing, constructing, adding to, improving, conducting, or controlling the City’s public utilities. Must be a City of Kaukauna resident. **The Commission meets the 3rd Wednesday of the month at 4:00 p.m.**