

COMMON COUNCIL

City of Kaukauna
Council Chambers
Municipal Services Building
144 W. Second Street, Kaukauna



Tuesday, August 18, 2026 at 7:00 PM

AGENDA

1. **In-Person and Remote Teleconference via ZOOM**
2. Call to Order.
3. Roll call, one minute of silent prayer, Pledge of Allegiance to the American Flag.
4. Presentation of letters, petitions, remonstrances, memorials, and accounts.
5. Public appearances.
6. Business presented by Mayor.
 - a. Public Hearing on the Rezoning of Parcel 321063400.
 - b. Tree City USA – 33 Years.
 - c. Appointment of Shannon Schmalz to the Kaukauna Public Housing Authority to replace Cindy Darling for the remainder of her term ending February 1, 2029.
7. Consent Agenda.
 - a. Approve the Board of Public Works Meeting Minutes of August 18, 2026.
 - b. Approve the Health and Recreation Meeting Minutes of August 18, 2026.
 - c. Approve the Common Council Meeting Minutes of August 4, 2026.
 - [d.](#) Receive and place on file the Heart of the Valley Metropolitan Sewerage District Meeting Minutes of July 14, 2026.
 - [e.](#) Fire Report for July 2026.
 - [f.](#) Ambulance Report for July 2026.
 - [g.](#) Police Report for July 2026.
 - h. Code Enforcement Report for July 2026.
 - [i.](#) Clerk-Treasurer's Daily Deposit Report for July 2026.
 - [j.](#) Court Report for July 2026.
 - k. Building Inspection Report for July 2026.
 - [l.](#) Approve the Block Party Permit to Marcia Weber for a Temporary Street Closure on August 29, 2026, from 4 PM - 7 PM.
 - [m.](#) Approve the Block Party Permit to Greg Thompson for a Temporary Street Closure on September 12, 2026, from 12 PM - 10 PM.
 - [n.](#) Approve the Temporary Class B License to Kaukauna Lions Club for Hydro Live at Hydro Park on August 19, 2026, from 5 PM - 10 PM.
 - [o.](#) Approve the Temporary Class B License to Center for Community Stewardship for Focus on Suicide at Roundabout Bar & Grill on October 3, 2026, from 12 PM - 8 PM.
 - [p.](#) Bills Payable.
8. Reports of standing and special committees.

- a. Operator (Bartender) Licenses.
- 9. Reports of City officers.
 - [a.](#) Rezoning Request – Parcel 321063400.
 - [b.](#) Rezoning Request - KU.
- 10. Presentation of ordinances and resolutions.
 - [a.](#) Ordinance 1961-2026 Ordinance Rezoning Parcel 321063400 from Commercial Highway District (CHD) to Residential Multifamily District (RMF).
- 11. Alder requests for discussion at next Common Council meeting.
- 12. Adjourn.

13. **NOTICES**

Common Council – Notice is hereby given this is a public meeting of the Common Council. As such, all members or a majority of the City's Standing Committees will likely be in attendance.

While members of the Common Council or any Standing Committees may participate in discussions, only the Common Council will take formal action.

**IF REQUESTED THREE (3) DAYS PRIOR TO THE MEETING, A SIGN LANGUAGE INTERPRETER
WILL BE MADE AVAILABLE AT NO CHARGE.**

14.

15. **MEETING ACCESS INFORMATION:**

You can access this meeting by one of three methods: from your telephone, computer, or by an app. Instructions are below.

To access the meeting by telephone:

1. Dial 1-312-626-6799
2. When prompted, enter Meeting ID 234 605 4161 followed by #
3. When prompted, enter Password 54130 followed by #

To access the meeting by computer:

1. Go to <http://www.zoom.us>
2. Click the blue link in the upper right hand side that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow Zoom to access your microphone or camera if you wish to speak during the meeting

To access the meeting by smartphone or tablet:

1. Download the free Zoom app to your device
2. Click the blue button that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow the app to access your microphone or camera if you wish to speak during the meeting

Members of the public will be muted unless there is an agenda item that allows for public comment or if a motion is made to open the floor to public comment.

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON July 14, 2026 AT THE HEART OF THE VALLEY MSD MEETING ROOM

Members Present: Bruce Siebers – President
John Sundelius – Vice President
Patrick Hennessey - Secretary
Kevin Coffey - Commissioner
Tim De Groot - Commissioner

Absent: None

Also Present: Brian Helminger - District Director HOVMSD
Dustin Jerabek - Director of Operations & Maintenance HOVMSD
Chad Giackino - Regulatory Compliance Manager HOVMSD
Tammy Tucker – Office Manager HOVMSD
Scott Schramm – SMS
John Stooeger – FOG Program
Chad Juedes – HOVMSD Foreman

1. 5:00 p.m. Call to Order – Roll Call

President Siebers called the meeting to order at 5:00 PM.

2. Public Appearances

No appearances were made.

3. Approval of the Minutes of the June 9, 2026 Regular Meeting

The minutes of the June 9, 2026 Regular Meeting, were presented to the Commission. A motion was made by Commissioner De Groot and seconded by Commissioner Coffey to approve the minutes as written and presented. Motion carried unanimously. The minutes were reviewed by District Director Helminger and Commission Secretary Hennessey prior to the meeting.

4. Correspondence

Nothing to report this month.

5. General Discussion Items

A. Headworks Screening & Improvement Project – Monthly Update

Staff reported that Donohue engineers were onsite completing field measurements and verifying dimensions as the project advances toward the 90% design review meeting scheduled for August 4. The project remains on schedule.

B. Interceptor Rehab Project – Monthly Activity Update

Scott Schramm of Strategic Municipal Services provided a written update to the Commission dated 7/9/2026. Project representatives provided an update on project closeout activities.

Restoration work at construction sites was inspected, with additional turf restoration planned for early fall.

Planning continues for Phase 6 improvements, with efforts focused on maintaining existing permits and incorporating the work into the current Clean Water Fund loan to avoid additional administrative costs.

Change Order No. 2 remains under review, resulting in little overall contract cost change. Final approval of Change Order No. 2 is anticipated at the August Commission meeting following SMS review of project documentation.

Discussions also centered on Phase 5 construction. VISU has still not confirmed its construction schedule for completing the remaining Phase 5 work. The Commission supported staff's recommendation to issue a formal letter reaffirming expectations and the contractual process, while also advising that Change Order No. 2 will be considered for payment when all documentation has been reviewed prior to the August HOVMSD Commission meeting.

C. FOG Program – Monthly Activity Report

John Stoeger of Stoeger & Associates presented a written fats, oil, and grease update by community, including a grease trap inspection report and site visit correspondence. The Commission also received an itemized copy of the June invoice.

Early communication between member communities and the District regarding new or changing food service establishments would allow grease interceptor requirements to be addressed before businesses open, preventing costly retrofits and compliance issues.

The District will prepare and distribute a reminder letter to all member communities requesting notification of new food-related businesses and encouraging Public Works, building inspectors, plumbing inspectors, and street departments to report potential grease-related issues observed in the collection system.

There was additional discussion that included, monitoring grease buildup discovered during sewer jetting operations, encouraging communities to report grease accumulations observed during maintenance activities, and the challenges associated with disposal of grease removed from sewer systems in the communities.

6. Plant Reports for June 2026

A. Flows & Revenues Report

The Commission received a copy of the hydraulic & organic loadings data, along with flow & strength projections, which shows the year-to-date surplus/deficit in revenue for the month of June 2026. Revenue received from the WPS-Fox Energy Center for effluent purchased in May was \$18,593.68. WPS-Fox Energy purchased 48% of the effluent produced in May. Revenue received to date for 2026 = \$87,334.07.

The average effluent concentrations for **June 2026** were as follows:

Parameter	Monthly Average	Permit Limit
BOD-Biochemical Oxygen Demand	5.8 mg/L	30 mg/L
Suspended Solids	4.9 mg/L	30 mg/L
Suspended Solids	140 lbs.	801 lbs.
Phosphorus	.22 mg/L	1.0 mg/L
Ammonia	.31 mg/L	10 mg/L
Chlorides	746 mg/L	n/a

All permit values were met for June 2026.

Staff noted unusually low suspended solids from one industrial contributor and will continue monitoring trends.

B. Operations & Maintenance Report

Plant operations and treatment performed well throughout the month of June. Disc filters operated continuously without chemical addition, except on June 18–19 when chemicals were used briefly to exercise the equipment. Staff reported that Actiflo Turbine Pump #3 is expected to return from factory rebuilding in mid-July, and the Peakflow Pump #5 rotating assembly is anticipated to arrive in August.

The Biostyr Backwash Tank level sensor and float system continued to experience issues following the heavy flows in April. Due to the age and operational importance of the equipment, the level sensor and floats were replaced at a cost of \$2,580.

A leaking unit heater and associated shutoff valves in the DAF/Filter area were replaced at a cost of \$1,165.

The Commission was informed that the leaking AVK check valve on Effluent Reuse Pump #2 was replaced with a new DeZurik check valve. The total cost of the replacement was \$1,431.

7. Financials July 2026 Accounts Payable; Action for Approval

After a review of the bills payable, a motion was made by Commissioner Siebers and seconded by Commissioner Sundelius to approve payment of the bills in the amount of \$230,433.50. A roll call vote was taken: Commissioner Siebers, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Hennessey, yes and Commissioner De Groot; yes;

Motion carried unanimously. The Commission signed the check voucher register which includes general, pre-paid.

B. Budget Comparison Report

The Commission received a Budget Comparison Report, along with a verbal explanation of exceedances.

8. General Old or New Business

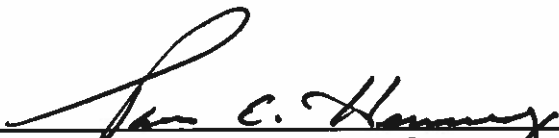
The District successfully avoided a blending event during the July 2 high-flow storm event.

PFAS sampling and monitoring activities will continue as required.

9. Adjournment

With no further business before the Commission a motion was made by Commissioner Sundelius and seconded by Commissioner Coffey to adjourn the meeting. Motion carried unanimously. (Time: 5:50 PM)

SIGNED & APPROVED BY:

 8/11/26
Patrick E. Hennessey, Secretary

Fire Report - July 2026

Incident Type: Fire

Code - Description	Number of Runs	Year to Date
Structure Fire	1	11
Outside Fire	2	6
Transportation Fire	0	1
Total	3	18

Incident Type: Hazardous Situation

Code - Description	Number of Runs	Year to Date
Hazard Nonchemical	2	19
Investigation	1	7
Hazardous Materials	2	4
Total	5	30

Incident Type: Law Enforcement Support

Code - Description	Number of Runs	Year to Date
Law Enforcement Support	0	2
Total	0	2

Incident Type: Medical

Code - Description	Number of Runs	Year to Date
Emergency Medical	114	876
Total	114	876

Incident Type: No Emergency

Code - Description	Number of Runs	Year to Date
False Alarm	4	17
Good intent	3	13
Cancelled	1	8
Total	8	38

Incident Type: Public Service

Code - Description	Number of Runs	Year to Date
Citizen Assist	12	103
Alarms (Non Medical)	9	59
Other	0	3
Disaster/Weather	1	2
Total	22	167

Incident Type: Rescue

Code - Description	Number of Runs	Year to Date
Water	0	2
Outside	0	1
Total	0	3
Grand Total	152	1,134

Kaukauna Fire Department
Fire Report - July 2026

Item 7.e.

Fire Inspection Summary		
	Completed This Month	Year to Date
Inspections Completed	113	690
Violations Found	5	148
Violations Corrected	4	67

Kaukauna Fire Department

Ambulance Report - July 2026

Item 7.f.

Runs by Municipality		
City / Village / Town	Number of Runs	Year to Date
City of Kaukauna	107	824
Village of Combined Locks	12	77
Town of Kaukauna	9	49
Town of Vandenbroek	0	24
City of DePere	0	1
Town of Freedom	0	1
Village of Greenville	0	1
Total	128	977

Runs by County		
County	Number of Runs	Year to Date
Outagamie	128	976
Brown	0	1
Total	128	977

Runs by Disposition		
Disposition	Number of Runs	Year to Date
Patient Treated, Transported by Kaukauna Fire	86	684
Patient Treated, Released	18	131
Patient Evaluated, No Treatment/Transport Required	12	94
Canceled Prior to Arrival	5	27
Patient Dead at Scene - No Resuscitation Attempted, No Transport	1	9
Standby - No Services or Support Provided	1	7
Canceled on Scene No Patient Contact	0	5
Patient Refused Evaluation/Care, No Transport	5	5
Patient Treated, Transferred Care to Another EMS Unit	0	4
Canceled, Request Transferred to Another Provider	0	4
Canceled on Scene No Patient Found	0	3
Patient Dead at Scene - Resuscitation Attempted, No Transport	0	3
Standby - Public Safety, Fire, or EMS Operational Support Provided	0	1
Total	128	977

Runs by Ambulance		
Primary Unit	Number of Runs	Year to Date
First Out Ambulance	110	833
Second Out Ambulance	18	128
Third Out Ambulance	0	9
Engine Company	0	7
Total	128	977

Mutual Aid		
	Number of Runs	Year to Date
Provided	0	3
Received	0	7

Police calls generated by:		YTD
911 call	248	1,619
Officer initiated	714	4,171
Called general phone number	304	2,016
TOTAL	1,266	7,806
Breakdown of calls:		
ABANDONED VEHICLE	1	4
ACCIDENT	25	237
ALARMS	13	65
ALCOHOL OFFENSE	0	5
ANIMAL	56	275
ARSON	0	0
ASSISTS	78	659
ASSAULT	0	4
BURGLARY	0	2
CIVIL	1	1
CRIME PREVENTION	135	641
DAMAGE TO PROPERTY	7	36
DISTURBANCES	26	176
DOMESTIC	4	26
DRUGS	3	48
FIRE CALLS	21	122
FIREWORKS	6	15
FRAUD	7	62
HARASSMENT	11	65
HAZARD	17	88
JUVENILE	14	116
LOCKOUT	8	53
LOST & FOUND	7	57
MEDICAL	83	682
MISSING PERSON	3	8
OPEN DOOR	4	17
OPERATING WHILE INTOXICATED	8	38
ORDINANCE VIOLATIONS	209	935
PARKING	25	126
RECKLESS DRIVE COMPLAINT	32	168
SCHOOL SAFETY	0	261
SEX OFFENSE	6	20
SUICIDE; ATTEMPT, THREAT, COMPLETED	4	14
SUSPICIOUS PERSON, VEHICLE , SITUATION	32	206
THEFT	14	54
TRAFFIC	247	1,419
TRAFFIC SAFETY	12	28
TRESPASS	2	21
TRUANCY	0	16
VIOLATE COURT ORDER	4	34
WANTED PERSON OR APPREHENSION	13	50
WARNINGS	170	1,039
WEAPON	2	10
WELFARE CHECK	56	374
911 HANGUP/ASSIST	63	315
total	1,429	8,592
note- the difference between the totals is some calls have mulitple offenses		

Clerk-Treasurer Daily Deposit Report

Date	Deposit	Balance	Month: August
7/1/2026	\$ 1,576.00	\$ 36,751.63	Month: August
7/1/2026	\$ 1,381.00	\$ 35,175.63	
7/1/2026	\$ 1,254.25	\$ 33,794.63	Month: August
7/1/2026	\$ 1,226.53	\$ 32,540.38	
7/1/2026	\$ 649.10	\$ 31,313.85	Month: August
7/1/2026	\$ 204.00	\$ 30,664.75	
7/1/2026	\$ 186.75	\$ 30,460.75	Month: August
7/1/2026	\$ 184.00	\$ 30,274.00	
7/1/2026	\$ 90.00	\$ 30,090.00	Month: August
7/2/2026	\$ 2,621.08	\$ 34,371.08	
7/2/2026	\$ 610.00	\$ 31,750.00	Month: August
7/2/2026	\$ 443.00	\$ 31,140.00	
7/2/2026	\$ 198.00	\$ 30,697.00	Month: August
7/2/2026	\$ 178.00	\$ 30,499.00	
7/2/2026	\$ 109.00	\$ 30,321.00	Month: August
7/2/2026	\$ 100.00	\$ 30,212.00	
7/2/2026	\$ 78.00	\$ 30,112.00	Month: August
7/2/2026	\$ 34.00	\$ 30,034.00	
7/6/2026	\$ 6,864.30	\$ 45,661.30	Month: August
7/6/2026	\$ 1,610.00	\$ 38,797.00	
7/6/2026	\$ 1,281.00	\$ 37,187.00	Month: August
7/6/2026	\$ 987.00	\$ 35,906.00	
7/6/2026	\$ 873.00	\$ 34,919.00	Month: August
7/6/2026	\$ 671.00	\$ 34,046.00	
7/6/2026	\$ 637.00	\$ 33,375.00	Month: August
7/6/2026	\$ 618.00	\$ 32,738.00	
7/6/2026	\$ 512.00	\$ 32,120.00	Month: August
7/6/2026	\$ 461.00	\$ 31,608.00	
7/6/2026	\$ 290.00	\$ 31,147.00	Month: August
7/6/2026	\$ 245.00	\$ 30,857.00	
7/6/2026	\$ 177.00	\$ 30,612.00	Month: August
7/6/2026	\$ 130.00	\$ 30,435.00	
7/6/2026	\$ 122.00	\$ 30,305.00	Month: August
7/6/2026	\$ 100.00	\$ 30,183.00	
7/6/2026	\$ 43.00	\$ 30,083.00	Month: August
7/6/2026	\$ 24.00	\$ 30,040.00	
7/6/2026	\$ 16.00	\$ 30,016.00	Month: August
7/7/2026	\$ 1,868.02	\$ 34,851.17	
7/7/2026	\$ 1,072.15	\$ 32,983.15	Month: August
7/7/2026	\$ 959.00	\$ 31,911.00	
7/7/2026	\$ 373.00	\$ 30,952.00	Month: August
7/7/2026	\$ 233.00	\$ 30,579.00	
7/7/2026	\$ 138.00	\$ 30,346.00	Month: August
7/7/2026	\$ 99.00	\$ 30,208.00	

7/7/2026	\$	57.00	\$	30,109.00
7/7/2026	\$	52.00	\$	30,052.00
7/8/2026	\$	17,621.00	\$	51,143.85
7/8/2026	\$	1,250.10	\$	33,522.85
7/8/2026	\$	1,164.00	\$	32,272.75
7/8/2026	\$	526.00	\$	31,108.75
7/8/2026	\$	190.75	\$	30,582.75
7/8/2026	\$	185.00	\$	30,392.00
7/8/2026	\$	140.00	\$	30,207.00
7/8/2026	\$	67.00	\$	30,067.00
7/9/2026	\$	10,284.65	\$	41,256.65
7/9/2026	\$	362.00	\$	30,972.00
7/9/2026	\$	360.00	\$	30,610.00
7/9/2026	\$	110.00	\$	30,250.00
7/9/2026	\$	69.00	\$	30,140.00
7/9/2026	\$	64.00	\$	30,071.00
7/9/2026	\$	7.00	\$	30,007.00
7/10/2026	\$	1,378.49	\$	32,919.49
7/10/2026	\$	803.00	\$	31,541.00
7/10/2026	\$	514.00	\$	30,738.00
7/10/2026	\$	125.00	\$	30,224.00
7/10/2026	\$	56.00	\$	30,099.00
7/10/2026	\$	43.00	\$	30,043.00
7/13/2026	\$	103,604.30	\$	144,791.66
7/13/2026	\$	1,910.01	\$	41,187.36
7/13/2026	\$	1,877.00	\$	39,277.35
7/13/2026	\$	1,587.00	\$	37,400.35
7/13/2026	\$	1,170.00	\$	35,813.35
7/13/2026	\$	1,049.00	\$	34,643.35
7/13/2026	\$	872.45	\$	33,594.35
7/13/2026	\$	562.00	\$	32,721.90
7/13/2026	\$	555.00	\$	32,159.90
7/13/2026	\$	433.90	\$	31,604.90
7/13/2026	\$	292.00	\$	31,171.00
7/13/2026	\$	253.00	\$	30,879.00
7/13/2026	\$	207.00	\$	30,626.00
7/13/2026	\$	201.00	\$	30,419.00
7/13/2026	\$	112.00	\$	30,218.00
7/13/2026	\$	67.00	\$	30,106.00
7/13/2026	\$	24.00	\$	30,039.00
7/13/2026	\$	15.00	\$	30,015.00
7/14/2026	\$	957.00	\$	33,415.25
7/14/2026	\$	875.00	\$	32,458.25
7/14/2026	\$	519.00	\$	31,583.25
7/14/2026	\$	288.25	\$	31,064.25
7/14/2026	\$	275.00	\$	30,776.00
7/14/2026	\$	228.00	\$	30,501.00

7/14/2026	\$	136.00	\$	30,273.00
7/14/2026	\$	106.00	\$	30,137.00
7/14/2026	\$	31.00	\$	30,031.00
7/15/2026	\$	15,000.00	\$	45,539.24
7/15/2026	\$	514.24	\$	30,539.24
7/15/2026	\$	25.00	\$	30,025.00
7/16/2026	\$	1,116.00	\$	35,459.85
7/16/2026	\$	1,106.85	\$	34,343.85
7/16/2026	\$	1,029.00	\$	33,237.00
7/16/2026	\$	615.00	\$	32,208.00
7/16/2026	\$	417.00	\$	31,593.00
7/16/2026	\$	364.00	\$	31,176.00
7/16/2026	\$	276.00	\$	30,812.00
7/16/2026	\$	196.00	\$	30,536.00
7/16/2026	\$	133.00	\$	30,340.00
7/16/2026	\$	92.00	\$	30,207.00
7/16/2026	\$	65.00	\$	30,115.00
7/16/2026	\$	50.00	\$	30,050.00
7/20/2026	\$	11,420.58	\$	44,041.08
7/20/2026	\$	1,048.00	\$	32,620.50
7/20/2026	\$	923.00	\$	31,572.50
7/20/2026	\$	243.50	\$	30,649.50
7/20/2026	\$	242.00	\$	30,406.00
7/20/2026	\$	84.00	\$	30,164.00
7/20/2026	\$	52.00	\$	30,080.00
7/20/2026	\$	28.00	\$	30,028.00
7/21/2026	\$	10,615.15	\$	44,010.98
7/21/2026	\$	1,597.07	\$	33,395.83
7/21/2026	\$	915.00	\$	31,798.76
7/21/2026	\$	249.10	\$	30,883.76
7/21/2026	\$	212.00	\$	30,634.66
7/21/2026	\$	146.66	\$	30,422.66
7/21/2026	\$	128.00	\$	30,276.00
7/21/2026	\$	110.00	\$	30,148.00
7/21/2026	\$	25.00	\$	30,038.00
7/21/2026	\$	13.00	\$	30,013.00
7/22/2026	\$	993.75	\$	32,227.88
7/22/2026	\$	489.13	\$	31,234.13
7/22/2026	\$	369.00	\$	30,745.00
7/22/2026	\$	211.00	\$	30,376.00
7/22/2026	\$	136.00	\$	30,165.00
7/22/2026	\$	25.00	\$	30,029.00
7/22/2026	\$	4.00	\$	30,004.00
7/23/2026	\$	107,072.19	\$	137,909.19
7/23/2026	\$	377.00	\$	30,837.00
7/23/2026	\$	254.00	\$	30,460.00
7/23/2026	\$	90.00	\$	30,206.00

7/23/2026	\$	72.00	\$	30,116.00
7/23/2026	\$	41.00	\$	30,044.00
7/23/2026	\$	3.00	\$	30,003.00
7/27/2026	\$	2,001.00	\$	39,791.50
7/27/2026	\$	1,493.00	\$	37,790.50
7/27/2026	\$	1,405.00	\$	36,297.50
7/27/2026	\$	823.00	\$	34,892.50
7/27/2026	\$	764.00	\$	34,069.50
7/27/2026	\$	671.00	\$	33,305.50
7/27/2026	\$	635.00	\$	32,634.50
7/27/2026	\$	627.50	\$	31,999.50
7/27/2026	\$	442.00	\$	31,372.00
7/27/2026	\$	172.00	\$	30,930.00
7/27/2026	\$	130.00	\$	30,758.00
7/27/2026	\$	120.00	\$	30,628.00
7/27/2026	\$	113.00	\$	30,508.00
7/27/2026	\$	110.00	\$	30,395.00
7/27/2026	\$	93.00	\$	30,285.00
7/27/2026	\$	81.00	\$	30,192.00
7/27/2026	\$	50.00	\$	30,111.00
7/27/2026	\$	48.00	\$	30,061.00
7/27/2026	\$	9.00	\$	30,013.00
7/27/2026	\$	4.00	\$	30,004.00
7/28/2026	\$	31,344.69	\$	83,688.21
7/28/2026	\$	9,232.00	\$	52,343.52
7/28/2026	\$	113.00	\$	43,111.52
7/28/2026	\$	90.00	\$	42,998.52
7/28/2026	\$	75.00	\$	42,908.52
7/28/2026	\$	48.00	\$	42,833.52
7/28/2026	\$	10.00	\$	42,785.52
7/29/2026	\$	872.00	\$	32,718.37
7/29/2026	\$	839.37	\$	31,846.37
7/29/2026	\$	671.00	\$	31,007.00
7/29/2026	\$	138.00	\$	30,336.00
7/29/2026	\$	103.00	\$	30,198.00
7/29/2026	\$	85.00	\$	30,095.00
7/29/2026	\$	10.00	\$	30,010.00
7/30/2026	\$	9,928.08	\$	41,705.58
7/30/2026	\$	755.00	\$	31,777.50
7/30/2026	\$	741.50	\$	31,022.50
7/30/2026	\$	115.00	\$	30,281.00
7/30/2026	\$	83.00	\$	30,166.00
7/30/2026	\$	83.00	\$	30,083.00
7/31/2026	\$	15,486.50	\$	48,674.25
7/31/2026	\$	1,117.00	\$	33,187.75
7/31/2026	\$	904.00	\$	32,070.75
7/31/2026	\$	614.75	\$	31,166.75

7/31/2026	\$	304.00	\$	30,552.00
7/31/2026	\$	171.00	\$	30,248.00
7/31/2026	\$	77.00	\$	30,077.00

Note: This deposit report includes all cash and checks that were handled/receipted in the clerk's office and deposited at close of business for the month indicated on the top of report

**MUNICIPAL JUDGE
COURT REPORT**

JULY

	2025	2026	2025 CUMULATIVE	2026 CUMULATIVE
FORFEITURES/MUNICIPAL ORDINANCE VIOLATIONS	\$6,702.32	\$6,298.12	\$51,881.11	\$38,749.41
MUNICIPAL COURT COSTS	\$2,341.98	\$4,362.72	\$20,744.36	\$17,643.26
PENALTY SURCHARGES	\$1,948.50	\$1,627.71	\$13,607.34	\$10,789.94
COUNTY JAIL SURCHARGES	\$650.00	\$987.60	\$5,611.60	\$4,785.20
DRIVER IMPROVEMENT SURCHARGES	\$3,716.89	\$567.80	\$13,925.90	\$5,901.00
CRIME LAB/DRUG ENFORCEMENT SURCHARGES	\$845.00	\$1,281.20	\$6,754.66	\$6,204.73
IGNITION INTERLOCK DEVICE SURCHARGE	\$50.00	\$50.00	\$150.00	\$150.00
SAFE RIDE PROGRAM	\$425.00	\$75.00	\$1,458.00	\$625.00
TOTAL	\$16,679.69	\$15,250.15	\$114,132.97	\$84,848.54



BLOCK PARTY PERMIT

Street Name: E 17th ST
 Section of Street to Close: from Union to Oakridge
 Date & Time: Aug 29 4p - 7p
 Requested By: Marcia Weber
 Name: Marcia Weber
 Address: 404 E 17th ST
 City: Kaukauna
 Signature & Date: Marcia Weber
 Phone: 920 750-0327

Street Department Approval: _____

8-4-26

Police Department Approval: _____

8/5/26

Fire Department Approval: _____

8-4-26

REQUIREMENTS

1. Application must be made ten (10) days prior to requested party date.
2. A 12' wide lane must be kept open at all times for emergency vehicles.
3. No fire, tent, or any structure is permitted in the street right-of-way which, in the judgement of the street Superintendent, could cause damage to any city property or structure.
4. This permit does not relieve any individual or party from any ordinance (including noise & alcohol) of the City of Kaukauna.
5. Street parties shall start no earlier than 10:00 a.m., and shall terminate no later than 11:00 p.m.

NOTES



BLOCK PARTY PERMIT

Street Name: ORCHARD DRIVE
 Section of Street to Close: 1505-1509
 Date & Time: SEPT 12 NOON-10PM
 Requested By:

Name: GREG THOMPSON
 Address: 1505 ORCHARD DR.
 City: KAUKAUNA
 Signature & Date: Greg Thompson 8/3/26
 Phone:

920-205-2035

Street Department Approval: [Signature] 8-4-26

Police Department Approval: [Signature] 8/5/26

Fire Department Approval: [Signature] 8-4-26

REQUIREMENTS

1. Application must be made ten (10) days prior to requested party date.
2. A 12' wide lane must be kept open at all times for emergency vehicles.
3. No fire, tent, or any structure is permitted in the street right-of-way which, in the judgement of the street Superintendent, could cause damage to any city property or structure.
4. This permit does not relieve any individual or party from any ordinance (including noise & alcohol) of the City of Kaukauna.
5. Street parties shall start no earlier than 10:00 a.m., and shall terminate no later than 11:00 p.m.

NOTES

Form

AB-220

Temporary Alcohol Beverage License

Municipality

License(s) Requested	Fees	
☐ Temporary "Class B" Wine	License Fees	\$
☒ Temporary Class "B" Beer	Background Check	\$
	Total Fees	\$ 10

Part A: Organization Information

1. Organization Name Kaukauna Lions Club.		
2. Organization Permanent Address		
3. City Kaukauna	4. State WI	5. Zip Code 54130
6. Mailing Address (if different from permanent address) PO Box 34		
7. FEIN 39-1627882	8. Date of Organization/Incorporation June 1936	9. State of Organization/Incorporation Wisconsin
10. Phone [REDACTED]	11. Email [REDACTED]	
12. Organization type (check one)		
☒ Bona Fide Club ☐ Church ☐ Fair Association/Agricultural Society ☐ Veteran's Organization ☐ Lodge/Society ☐ Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.		
13. Is this organization required to hold a Wisconsin Seller's permit? ☐ Yes ☒ No		
14. Wisconsin Seller's Permit Number (if applicable)		

Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.

Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
Goff	Patrick	President	[REDACTED]
Diedrick	Shannon	Treasurer	
Goff	Katherine	Secretary	

Continued →

Part C: Event Information

1. Name of Event (if applicable)

Hydro Live

2. Dates of Operation

8/19/2026

3. Hours of Operation

5-10 pm

4. Premises Address

Hydro Park 100 Crooks Ave

5. City

Kaukauna

6. State

7. Zip Code

8. County

Outagamie

9. Governing Municipality

☒ City ☐ Town ☐ Village

of: Kaukauna

10. Aldermanic District

11. Organizer of Event (if not the named applicant)

Kaukauna Community Enrichment

12. Email and/or Phone Number for Organizer of Event

aengels@kaukauna.gov

13. Organizer Website

City of Kaukauna

14. Event Website

Hydro Live Concert Series

15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.

Bathroom Shelter Overhang

Part D: Attestation

Who must sign this application?

- one officer or director of the nonprofit organization

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

Last Name

Diedrick

First Name

Shannon

M.I.

L

Title

Treasurer

Email

Phone

Signature

Shannon L Diedrick

Date

8/4/2026

Part E: For Clerk Use Only

Date Application Was Filed With Clerk

License Number

Date License Granted

Date License Issued

Signature of Clerk/Deputy Clerk

Form
AB-100Alcohol Beverage
Individual QuestionnaireDate
08/04/2026

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Kaukauna Lions Club

2. Business Trade Name or DBA

3. Entity Type (check one)

☐ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☐ Corporation ☒ Nonprofit Organization
Part B: Individual Information

1. Last Name

Diedrick

2. First Name

Shannon

3. M.I.

L

4. Relationship to Business (Title)

Treasurer

5. Email

6. Phone

7. Home Address

8. City

Kaukauna

9. State

WI

10. Zip Code

54130

11. Date of Birth

4-22-86

12. Drivers License/State ID Number

13. Drivers License/State ID State of Issuance

WI

Part C: Address History1. Do you currently live in Wisconsin? ☒ Yes ☐ No

If yes, provide the month and year when you permanently moved to Wisconsin (MM/YYYY)

08/2012

2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.

Previous Address	City	State	Zip Code
1			
2			
3			
4			
5			

NA

Previous Address 2

Previous Address 3

Previous Address 4

Previous Address 5

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State	County	State	County	State	County	State	County
AZ	PIMA	HI	HAWAII				

State County State County State County State County

State County State County State County State County

Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature <i>Shannon J. Dwyer</i>	Date 8-11-26
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Form
AB-100Alcohol Beverage
Individual QuestionnaireDate
08/04/2026

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Kaukauna Lions Club

2. Business Trade Name or DBA

3. Entity Type (check one)

☐ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☐ Corporation ☒ Nonprofit Organization
Part B: Individual Information

1. Last Name

Goff

2. First Name

Kathrine

3. M.I.

E

4. Relationship to Business (Title)

Secretary

5. Email

6. Phone

7. Home Address

8. City

Appleton

9. State

WI

10. Zip Code

54915

11. Date of Birth

07/30/79

12. Drivers License/State ID Number

13. Drivers License/State ID State of Issuance

WI

Part C: Address History1. Do you currently live in Wisconsin? ☒ Yes ☐ No

If yes, provide the month and year when you permanently moved to Wisconsin

(MM/YYYY)

07/1979

2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.

Previous Address 1	City	State	Zip Code
Previous Address 2	City	State	Zip Code
Previous Address 3	City	State	Zip Code
Previous Address 4	City	State	Zip Code
Previous Address 5	City	State	Zip Code

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State	County	State	County	State	County	State	County
WI	Calumet	WI	Outagamie				
WI	Winnebago	WI	Racine				

Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? ☐ Yes ☐ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature  Date 8/6/2020

Form
AB-100Alcohol Beverage
Individual QuestionnaireDate
08/04/2026

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Kaukauna Lions Club

2. Business Trade Name or DBA

3. Entity Type (check one)

☐ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☐ Corporation ☒ Nonprofit Organization
Part B: Individual Information

1. Last Name

Goff

2. First Name

Patrick

3. M.I.

4. Relationship to Business (Title)

President

5. Email

6. Phone

7. Home Address

8. City

Appleton

9. State

W

10. Zip Code

54915

11. Date of Birth

09/30/1977

12. Drivers License/State ID Number

13. Drivers License/State ID State of Issuance

WI

Part C: Address History1. Do you currently live in Wisconsin? ☒ Yes ☐ NoIf yes, provide the month and year when you permanently moved to Wisconsin (MM/YYYY)
09/30/1977

2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.

Previous Address 1	City	State	Zip Code
Previous Address 2	City	State	Zip Code
Previous Address 3	City	State	Zip Code
Previous Address 4	City	State	Zip Code
Previous Address 5	City	State	Zip Code

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State	County	State	County	State	County	State	County
State	County	State	County	State	County	State	County

Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? ☐ Yes ☐ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature



Date

8-5-2026

Form
AB-220

Temporary Alcohol Beverage License

Municipality
City of Kaukauna

License(s) Requested		Fees	
☐ Temporary "Class B" Wine	☒ Temporary Class "B" Beer	License Fees	\$
		Background Check	\$
		Total Fees	\$ 10

Part A: Organization Information

1. Organization Name Center for Community Stewardship - Project: Never Alone		
2. Organization Permanent Address 116 N. Few Street		
3. City Madison	4. State WI	5. Zip Code 53703
6. Mailing Address (if different from permanent address) 444 Patricia Lane, Wrightstown, WI 54180		
7. FEIN 68-0501459	8. Date of Organization/Incorporation 2002	9. State of Organization/Incorporation Wisconsin
10. Phone (608) 620-4266	11. Email [REDACTED]	
12. Organization type (check one) ☒ Bona Fide Club ☐ Church ☐ Fair Association/Agricultural Society ☐ Veteran's Organization ☐ Lodge/Society ☐ Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.		
13. Is this organization required to hold a Wisconsin Seller's permit? ☐ Yes ☒ No		
14. Wisconsin Seller's Permit Number (if applicable)		

Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.

Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
Gutsmiedl	Maria	Project Leader	[REDACTED]

Continued →

Part C: Event Information			
1. Name of Event (if applicable) Focus On Suicide			
2. Dates of Operation 10/3/2026		3. Hours of Operation Noon to 8pm	
4. Premises Address 110 County Hwy-KK E			
5. City Kaukauna		6. State WI	7. Zip Code 54130
8. County Outagamie	9. Governing Municipality ☒ City ☐ Town ☐ Village of: Kaukauna		10. Aldermanic District 16
11. Organizer of Event (if not the named applicant) Maria Gutsmedl		12. Email and/or Phone Number for Organizer of Event [REDACTED]	
13. Organizer Website https://www.facebook.com/profile.php		14. Event Website	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. The event will be held at the Roundabout Bar and Grill outside under a tent in their parking lot along with inside in their lower level dining room. There will be no liquor/beer/wine sales in the lower dining room area. Attendees will either go to the the bar area inside their establishment or under the tent outside. Under the tent we will have a bar area set up that will have a mix of liquor, beer, and canned seltzer sales along with water and soda. Beverages will all be stored in some sort of cooler.			

Part D: Attestation			
Who must sign this application? • one officer or director of the nonprofit organization			
READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.			
Last Name Gutsmedl		First Name Maria	
		M.I. J	
Title Project Leader	Email [REDACTED]	Phone [REDACTED]	
Signature Maria J. Gutsmedl		Date 08/12/26	

Part E: For Clerk Use Only	
Date Application Was Filed With Clerk	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	

Form
AB-100**Alcohol Beverage
Individual Questionnaire**Date
08/12/2026

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all officers, directors, and agent of a corporation or nonprofit organization
- all partners of a partnership
- members and agent of a limited liability company

Your alcohol beverage application is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)

Center for Community Stewardship

2. Business Trade Name or DBA

Project: Never Alone

3. Entity Type (check one)

☐ Sole Proprietor
 ☐ Partnership
 ☐ Limited Liability Company
 ☐ Corporation
 ☒ Nonprofit Organization
Part B: Individual Information

1. Last Name

Gutsmiedl

2. First Name

Maria

3. M.I.

J

4. Relationship to Business (Title)

Project Leader

5. Email

[REDACTED]

6. Phone

[REDACTED]

7. Home Address

[REDACTED]

8. City

Wrightstown

9. State

WI

10. Zip Code

54180

11. Date of Birth

10/29/93

12. Driver's License/State ID Number

[REDACTED]

13. Driver's License/State ID State of Issuance

WI**Part C: Address History**1. Do you currently live in Wisconsin? ☒ Yes ☐ No

If yes, provide the month and year when you permanently moved to Wisconsin (MM/YYYY)

10/19932. List in chronological order all of your addresses **within the last 5 years**. Attach additional sheets if necessary.

Previous Address 1

W3085 Springfield Drive

City

Appleton

State

WI

Zip Code

54915

Previous Address 2

320 E. 16th Street

City

Kaukauna

State

WI

Zip Code

54130

Previous Address 3

City

State

Zip Code

Previous Address 4

City

State

Zip Code

Previous Address 5

City

State

Zip Code

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State	County	State	County	State	County	State	County
WI	Outagamie	WI	Winnebago	WI	Portage		

Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? ☐ Yes ☒ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? ☐ Yes ☐ No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? ☐ Yes ☐ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature Maria J. Gutsmedl	Date 08/12/2026
---------------------------------------	---------------------------

Form
AB-101**Alcohol Beverage
Appointment of Agent**Date
08/12/2026**Agent Type** (check one)☒ Original (no fee) ☐ Successor (\$10 fee for municipal licensees only)**Part A: Business Information**

1. Legal Business Name (individual name if sole proprietor)

Center for Community Stewardship

2. Business Trade Name or DBA

Project: Never Alone

3. Entity Type (check one)

☐ Limited Liability Company☐ Corporation☒ Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)

☐ Municipal Retail License☐ State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

Part B: Agent Information

1. Last Name

Gutsmiedl

2. First Name

Maria

3. M.I.

J

4. Email

5. Phone

6. Home Address

7. City

Wrightstown

8. State

WI

9. Zip Code

54180

10. Date of Birth

10/29/1993

11. Driver's License/State ID Number

12. Driver's License/State ID State of Issuance

WI**Part C: Agent Questions**1. Have you satisfied the responsible beverage server training requirement? ☒ Yes ☐ No
Submit proof of completion.2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire* (licensee) or
Form AB-300, *Alcohol Beverage Personal Questionnaire* (permittee)? ☒ Yes ☐ No3. Have you been a Wisconsin resident for at least 90 continuous days? ☒ Yes ☐ No
See instructions for exceptions.*Continued* →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Biese		First Name Duane	M.I.
Title Owner	Email [REDACTED]	Phone [REDACTED]	
Signature Duane Biese		Date 08/12/26	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Gutsmiedl		First Name Maria	M.I. J
Signature Maria J. Gutsmiedl		Date 08/12/26	

City - Bills Payable

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000542/1	863197	8/4/2026		Siren Repair	Faith Technologies, Inc.	1,042.00
00000542/1	863193	8/4/2026		Siren repair	Faith Technologies, Inc.	1,952.85
00000542/2	1357710	8/4/2026		Gas (\$3.88/gallon)	Garrow Oil Corp.	32,149.93
00000542/2	1354255	8/4/2026		Diesel (\$3.74/gallon)	Garrow Oil Corp.	27,251.11
00000542/3	1574658	8/4/2026		Books	Lerner Publishing Group	913.63
00000542/4	444137	8/4/2026		Parks/Custodial supplies	Superior Chemical, LLC	320.10
00000542/5	IAFF2026-07-30	8/4/2026		Payroll 7/30/2026	Fire Association Local 1594	1,025.42
00000542/6	KPPA2026-07-30	8/4/2026		Payroll 7/30/2026	Police Association	667.00
00000542/7	PEL2026-07-30	8/4/2026		Payroll 7/30/26	Pelion Benefits, Inc (SSA)	5,155.67
00000542/8	26442	8/4/2026		Temp Staffing – Planning		1,036.15
00000542/8	26325	8/4/2026		Temp staffing - Planning		821.10
127753	0101860	8/7/2026		ABDO Books	ABDO Publishing Company	1,093.75
127754	02-45651	8/7/2026		Monthly Janitorial Services for the month of the invoice date - First Half 1000 Islands Environmental Center 1000 Beaulieu Ct Kaukauna, WI 54130	A d v a n c e d Maintenance Solutions	429.98
127754	02-45735	8/7/2026		Janitorial Services	A d v a n c e d Maintenance Solutions	2,277.40
127754	02-45924	8/7/2026		Janitorial Services provided JULY 2026 - 2nd half of the month	A d v a n c e d Maintenance Solutions	1,303.92
127755	91503	8/7/2026		Security Deposit Refund	Amy Peters	100.00
127756	073126	8/7/2026		Mileage - July 2026, Ice Cream Bars for Street Dept	Anthony Penterman	150.14
127757	104016118	8/7/2026		Invertor for 2193	Auto Value Kaukauna	44.78
127758	26-015283	8/7/2026		Payment for Storm Water Testing	Badger Laboratories & Engineering Co., Inc.	2,080.00
127759	P93469112	8/7/2026		2121 Battery	Batteries Plus, LLC.	16.95
127760	1022	8/7/2026		Spring Archery	Bent Nock Archery, LLC	297.50
127761	86290106	8/7/2026		Medical Supplies	Bound Tree Medical, LLC.	466.02
127762	93648	8/7/2026		Security Deposit Refund	Brianne Linehan	100.00
127763	311119426067292	8/7/2026		Street Maint.	Capital One Commercial	405.72
127763	311118226091398	8/7/2026		Park Supplies	Capital One Commercial	68.91
127763	311119926069568	8/7/2026		Pool Supplies	Capital One Commercial	28.28
127763	311118226604591	8/7/2026		Pete - Office Project	Capital One Commercial	132.72
127763	311118926081281	8/7/2026		Signs - General	Capital One Commercial	22.36
127764	022025	8/7/2026		Strassburg Park Gaga Ball Pit	Carew Concrete & Supply Co.	1,680.62
127764	022197	8/7/2026		KU Water Patches	Carew Concrete & Supply Co.	7,035.82

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
127765	296063	8/7/2026		Building Maint.	Carstens Hardware	7.24
127765	296334	8/7/2026		Building maint.	Carstens Hardware	98.11
127766	273931	8/7/2026		Cell Phone - IT, Cell Phone - City Attorney, Cell Phone - Finance, Cell Phone - PD, Cell Phone - Planning, Cell Phone - Inspection, Cell Phone - FD, Cell Phone - FD, Cell Phone - Engineering, Cell Phone - HR, Cell Phone - Park Cameras	Cellcom	2,477.88
127767	1000 Islands Endowment Fund 072526	8/7/2026		1000 Islands Endowment Fund - Donation from Todd & Janice Welhouse	C o m m u n i t y Foundation for Fox Valley Region	500.00
127768	121668	8/7/2026		Accounts Payable Checks	Creative Forms & Concepts	787.54
127769	051826	8/7/2026		Board of Review Payment	David Pahl	75.00
127770	57899	8/7/2026		Oil #88	DC Auto Repair, LLC	63.45
127770	57871	8/7/2026		Engine Mount Issue #81	DC Auto Repair, LLC	1,764.09
127770	57885	8/7/2026		Oil #86	DC Auto Repair, LLC	78.89
127771	072326	8/7/2026		Umpire - 10 Games	Dean Lamers	300.00
127772	260762001	8/7/2026		Locates - July	Diggers Hotline Inc.	928.50
127773	486018	8/7/2026		HRA - August	Diversified Benefit Services, Inc.	786.26
127774	0107985-IN	8/7/2026		Pool Boiler	Energy Control & Design, Inc.	859.80
127774	0107114-IN	8/7/2026		SPAR - Filters - Insp	Energy Control & Design, Inc.	1,063.67
127774	0107172-IN	8/7/2026		Maint. on HVAC - Thermostat - Copier	Energy Control & Design, Inc.	1,434.32
127775	1641	8/7/2026		Athletic Field Lighting Repair	Enterprise Electric Inc	338.89
127776	333711	8/7/2026		Street Maintenance	Farrell Equipment & Supply Co., Inc.	799.99
127777	BE360904	8/7/2026		Publication Fee for 7/6 BPW Minutes	Finger Publishing, Inc.	189.23
127777	BE360902	8/7/2026		Publication Fee for St. Paul voting	Finger Publishing, Inc.	58.83
127777	BE362020	8/7/2026		Notice for Annual Joint Review Board Meeting	Finger Publishing, Inc.	47.81
127777	BE360906	8/7/2026		Publication Fee for 7/6 Legislative minutes	Finger Publishing, Inc.	176.22
127777	BE360905	8/7/2026		Publication Fee for 7/6 H&R Minutes	Finger Publishing, Inc.	124.07
127777	BE360903	8/7/2026		Publication Fee for 6/16 Common Council Minutes	Finger Publishing, Inc.	429.39
127777	BE362019	8/7/2026		Notice Vendors Tower Drive	Finger Publishing, Inc.	35.80
127778	003196065	8/7/2026		Phase 4 - Env Closeout - Feb	GEI Consultants Inc.	1,573.00
127778	003198089	8/7/2026		Phase 4 - Env Closeout - Apr	GEI Consultants Inc.	1,463.00
127778	003200303	8/7/2026		Phase 4 - Env Closeout - Mar	GEI Consultants Inc.	616.75
127779	051826	8/7/2026		Board of Review Payment	George Burton	75.00
127780	9939466174	8/7/2026		Air Filter – Office Remodel Project, Rakes - Street General Supplies	Grainger Inc	485.99
127781	53429747016	8/7/2026		Concessions	Great Lakes Coca-Cola Distribution	300.52
127781	53322009020	8/7/2026		Concessions	Great Lakes Coca-Cola Distribution	1,767.25
127782	0114622-IN	8/7/2026		Softener Salt - SPaR Building Maint., Softener Salt - Shop Building Maint., Softener Salt - MSB Building Maint.	Griesbach Diamond Water Inc.	374.36
127783	15662	8/7/2026		Concessions	Haen Meat Packing	168.14
127784	18754	8/7/2026		Bathroom supplies	Haenco LLC	86.53
127784	18796	8/7/2026		Parks/Custodial Supplies, Shop/Building Maint.	Haenco LLC	666.76
127784	18755	8/7/2026		Restroom/Cleaning supplies	Haenco LLC	423.61

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
127785	073126	8/7/2026		New Connections - July	Heart of the Valley Metropolitan - New Connections	1,632.00
127786	August 5, 2026	8/7/2026		Wastewater Treatment - July	Heart of the Valley M e t r o p o l i t a n Sewerage District	166,424.32
127787	2398608	8/7/2026		Pizzas	Holiday Wholesale, Inc.	675.60
127788	5642	8/7/2026		Reimbursement for Meal Less Tip for Crossing Guard Team Bonding	Inge Murphy	122.55
127789	97942413	8/7/2026		Books	Ingram	12.22
127789	98130672	8/7/2026		Books	Ingram	21.16
127789	97956049	8/7/2026		Books	Ingram	19.23
127789	97956046	8/7/2026		Books	Ingram	15.17
127789	97956062	8/7/2026		Books	Ingram	12.97
127789	97956055	8/7/2026		Books	Ingram	10.88
127789	97956069	8/7/2026		Books	Ingram	50.62
127789	97903600	8/7/2026		Books	Ingram	39.44
127789	97956064	8/7/2026		Books	Ingram	35.88
127789	98130674	8/7/2026		Books	Ingram	21.64
127789	98134892	8/7/2026		Books	Ingram	20.57
127789	97956060	8/7/2026		Books	Ingram	17.56
127789	97942412	8/7/2026		Books	Ingram	14.08
127789	97903599	8/7/2026		Books	Ingram	12.46
127789	98130666	8/7/2026		Books	Ingram	12.13
127789	97956067	8/7/2026		Books	Ingram	12.11
127789	97956052	8/7/2026		Books	Ingram	35.72
127789	98067497	8/7/2026		Books	Ingram	18.47
127789	98130668	8/7/2026		Books	Ingram	17.08
127789	98067499	8/7/2026		Books	Ingram	13.49
127789	97956061	8/7/2026		Books	Ingram	12.97
127789	97887540	8/7/2026		Books	Ingram	9.25
127789	97956065	8/7/2026		Books	Ingram	35.88
127789	97956057	8/7/2026		Books	Ingram	20.18
127789	98130669	8/7/2026		Books	Ingram	18.76
127789	97956066	8/7/2026		Books	Ingram	16.62
127789	98130667	8/7/2026		Books	Ingram	13.03
127789	98130676	8/7/2026		Books	Ingram	19.12
127789	98067498	8/7/2026		Books	Ingram	18.95
127789	98067496	8/7/2026		Books	Ingram	18.47
127789	97956047	8/7/2026		Books	Ingram	18.11
127789	98130663	8/7/2026		Books	Ingram	17.08
127789	98130665	8/7/2026		Books	Ingram	12.89
127789	97956050	8/7/2026		Books	Ingram	11.30
127789	97887539	8/7/2026		Books	Ingram	65.29
127789	98130671	8/7/2026		Books	Ingram	39.33
127789	97956048	8/7/2026		Books	Ingram	26.54
127789	98130675	8/7/2026		Books	Ingram	21.64
127789	97956063	8/7/2026		Books	Ingram	17.55
127789	97956053	8/7/2026		Books	Ingram	13.58

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
127789	97903598	8/7/2026	Books		Ingram	13.07
127789	97887538	8/7/2026	Books		Ingram	12.06
127789	97887541	8/7/2026	Books		Ingram	11.74
127789	97956059	8/7/2026	Books		Ingram	10.92
127789	97956051	8/7/2026	Books		Ingram	10.89
127789	97956058	8/7/2026	Books		Ingram	24.02
127789	98016391	8/7/2026	Books		Ingram	19.90
127789	98130664	8/7/2026	Books		Ingram	17.66
127789	97956056	8/7/2026	Books		Ingram	17.59
127789	97942411	8/7/2026	Books		Ingram	17.46
127789	97956045	8/7/2026	Books		Ingram	7.31
127789	98130670	8/7/2026	Books		Ingram	55.82
127789	98130673	8/7/2026	Books		Ingram	25.71
127789	97956054	8/7/2026	Books		Ingram	19.81
127789	97956068	8/7/2026	Books		Ingram	13.14
127790	834003	8/7/2026	SPaR Quarterly Sprinkler Inspection		J.F. Ahern Co.	290.00
127790	834056	8/7/2026	Sprinkler Inspection-Quarterly		J.F. Ahern Co.	370.00
127791	12000855	8/7/2026	Street Painter Parts		JC Licht LLC	157.04
127792	91495	8/7/2026	Security Deposit Refund		Jill Guzman	200.00
127793	17219	8/7/2026	Portable/Nelson Trail		John's Johns	150.00
127793	17218	8/7/2026	Portable/Dog Park		John's Johns	150.00
127794	14407592P	8/7/2026	Refuse #228		JX Enterprises, Inc.	274.68
127795	91499	8/7/2026	Security Deposit Refund		Kathy VandeWettering	100.00
127796	073126	8/7/2026	06/01 - 07/31/26 Mileage		Kayla Nessmann	81.21
127797	CJ2004	8/7/2026	Sewer Trash Pump Trailer #44		Klink Hydraulics, LLC	40.43
127797	TV1936	8/7/2026	Concrete Saw 47		Klink Hydraulics, LLC	108.39
127798	073026	8/7/2026	Overpayment of Interest for Special Assessment Payoffs on Parcel #325097900		Knight Barry Title	11.98
127799	93650	8/7/2026	Refund - Art Camp Cancelled		Leah Hribal VanHorn	80.00
127800	K04138	8/7/2026	Tool Oil		Lincoln Contractors Supply, Inc.	15.67
127800	R75095	8/7/2026	Utility Patches		Lincoln Contractors Supply, Inc.	354.25
127800	K04125	8/7/2026	Rented for Utility Patches		Lincoln Contractors Supply, Inc.	267.79
127801	395280	8/7/2026	Street Maint.		MCC Inc.	207.51
127802	93256	8/7/2026	Security Deposit Refund		Michele Wyro	200.00
127803	T612901	8/7/2026	Propane		Milton Propane	190.69
127804	INV-321717	8/7/2026	Concessions		Modern Dairy	432.26
127804	INV-321641	8/7/2026	Concessions		Modern Dairy	467.95
127804	INV-321682	8/7/2026	Concessions		Modern Dairy	387.98
127805	4855	8/7/2026	OWLS 4855 Office, OWLS 4855 spine printers (3), OWLS 4855 spine labels (3)		Outagamie Waupaca Library System	1,268.52
127806	M175840	8/7/2026	Medical Supplies		Penn Care, Inc.	396.60
127807	3322881021	8/7/2026	Folding Machine Agreement		Pitney Bowes Inc	367.17
127808	R104029690:01	8/7/2026	Truck #210		Quality Truck Care Center	3,270.45
127809	2745524-00	8/7/2026	Lawn Seed		Reinders Inc.	61.25

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
127810	93647	8/7/2026		Security Deposit Refund	Ryan King	100.00
127811	072326	8/7/2026		Umpire - 4 Games	Ryan Swick	120.00
127812	4607453510	8/7/2026		MSB/FD Elevator Annual Testing	Schindler Elevator Corporation	4,672.77
127813	080626	8/7/2026		Overpayment on Special Assessments for 325118110	Schmitt Title LLc	8.53
127814	072326	8/7/2026		Umpire - 9.5 Games	Taylor Manuel	285.00
127815	9511864676	8/7/2026		Needles	Teleflex LLC	550.00
127816	73976176310726	8/7/2026		Supplies/Office Remodel Project	The Sherwin Williams Co.	32.98
127817	17791	8/7/2026		FD Clothing - B. Ourada	The Uniform Shoppe of Green Bay, Inc.	71.95
127818	072826	8/7/2026		Overpayment of Interest for Special Assessment Payoffs on Parcel #325107000	Town n Country Title, LLC	17.69
127819	6160476864	8/7/2026		Coverall/Mat Service	VESTIS	99.23
127820	93649	8/7/2026		Security Deposit Refund	Victor Haen School	100.00
127821	2 7/28/2026	8/7/2026		1-26 Concrete Street Paving	Vinton Construction Co.	1,213,327.59
127822	6021895979	8/7/2026		Gas Service - July	We Energies	91.28
127822	6021898642	8/7/2026		Gas Service - July	We Energies	605.23
127822	6022991007	8/7/2026		Gas Service - July	We Energies	11.93
127822	6023242104	8/7/2026		Gas Service - July	We Energies	11.22
127822	6022123734	8/7/2026		Gas Service - July	We Energies	10.89
127822	0711811522-00004	8/7/2026		Gas Service - July	We Energies	2,364.21
127822	6023425321	8/7/2026		Gas Service - July	We Energies	74.65
00000543/1	INV07328458	8/11/2026		Payroll Software, HRIS Software	Paycor, Inc.	5,143.72
00000544/1	500312-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	17.93
00000544/1	500364-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	372.84
00000544/1	403066-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	145.50
00000544/1	10478-04 2026-07-15	8/11/2026		103 Main Ave Temp	Kaukauna Utilities	89.49
00000544/1	380721-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	50.55
00000544/1	421955-05 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	26.87
00000544/1	410785-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	21.34
00000544/1	454115-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	134.03
00000544/1	441511-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	17.31
00000544/1	403062-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	264.98
00000544/1	403065-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	210.24
00000544/1	403075-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	103.88
00000544/1	312212-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	46.44
00000544/1	390980-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	35.36
00000544/1	452198-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	29.38
00000544/1	500342-01 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	27.72
00000544/1	550060-01 2026-07-24	8/11/2026		Cty Rd J Emergency Siren	Kaukauna Utilities	18.58
00000544/1	460192-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	10.92
00000544/1	403061-01 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	325.31
00000544/1	500341-01 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	266.69
00000544/1	490122-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	245.40
00000544/1	500248-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	28.12
00000544/1	452921-00 2026-07-24	8/11/2026		Lehrer Landfill Leachate	Kaukauna Utilities	16.48
00000544/1	310902-00 2026-07-24	8/11/2026		Water, Sewer, & Electric	Kaukauna Utilities	13.12

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000544/1	310903-00	2026-07-24	8/11/2026	Water, Sewer, & Electric	Kaukauna Utilities	19,159.85
00000544/1	500114-01	2026-07-24	8/11/2026	Water, Sewer, & Electric	Kaukauna Utilities	2,239.89
00000544/1	500890-00	2026-07-24	8/11/2026	Sherry Lane Sewer Lift	Kaukauna Utilities	515.23
00000544/1	332580-00	2026-07-24	8/11/2026	Water, Sewer, & Electric	Kaukauna Utilities	223.97
00000544/1	311674-00	2026-07-24	8/11/2026	Water, Sewer, & Electric	Kaukauna Utilities	100.66
00000544/1	551035-00	2026-07-24	8/11/2026	Cty Rd J Lift Station	Kaukauna Utilities	66.20
00000544/1	350376-00	2026-07-24	8/11/2026	10th St Lift Station	Kaukauna Utilities	43.90
00000544/1	452204-00	2026-07-24	8/11/2026	Water, Sewer, & Electric	Kaukauna Utilities	38.70
00000544/1	452210-00	2026-07-24	8/11/2026	CE Lift Pump	Kaukauna Utilities	254.64
00000544/1	500340-01	2026-07-24	8/11/2026	Water, Sewer, & Electric	Kaukauna Utilities	28.23
00000544/1	352197-00	2026-07-24	8/11/2026	Bel Air Lift Station	Kaukauna Utilities	23.73
00000544/1	500249-00	2026-07-24	8/11/2026	Water, Sewer, & Electric	Kaukauna Utilities	31.04
00000544/1	391620-02	2026-07-24	8/11/2026	Water, Sewer, & Electric	Kaukauna Utilities	49.27
00000544/1	332585-01	2026-07-24	8/11/2026	Water, Sewer, & Electric	Kaukauna Utilities	18.45
00000544/1	331391-02	2026-07-24	8/11/2026	Water, Sewer, & Electric	Kaukauna Utilities	161.37
00000544/1	500380-00	2026-07-24	8/11/2026	Augustine St Sewer Lift	Kaukauna Utilities	893.91
00000544/2	57939975	8/11/2026		Oxygen Rental	L i n d e G a s & Equipment Inc.	83.72
00000544/3	509153894	8/11/2026		Digital Library Materials	Midwest Tape	23.24
00000544/3	509153895	8/11/2026		Digital Library Materials	Midwest Tape	50.23
00000544/4	2550890	8/11/2026		NetSuite Software	Oracle NetSuite	5,017.65
00000544/4	2553116	8/11/2026		NetSuite Software	Oracle NetSuite	7,748.85
00000544/5	080526	8/11/2026		August - Rent, August - Maintenance	TriKakalin Properties, LLC	21,131.00
00000544/6	26559	8/11/2026		Temp Staffing - Planning		664.70
Total						1,580,154.31



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
 From: Adrienne Nelson, Associate Planner
 Date: August 6, 2026
 Re: Rezoning Request – Parcel 321063400

Jason Hurst, applicant, in collaboration with Wood Brown LLC, owner, has submitted an application to rezone parcel 321063400, shown below, from [Commercial Highway District \(CHD\)](#) to [Residential Multifamily District \(RMF\)](#).



The purpose of this rezoning is to facilitate the construction of residential homes. The developer is considering constructing single-family dwellings, two-family dwellings, single-family attached with zero lot line dwellings, townhouses, or a mixture of dwelling types. These are all permitted principal uses in the Residential Multifamily District.

The current concept, attached to this memo along with the rezoning application, is for the construction of seven residential single-family homes.

In compliance with [Section 17.51\(3\)](#) of the Municipal Code, a class 2 notice was published in the Times Villager in advance of the public hearing scheduled for the Common Council meeting on August 18th, 2026, at 7 p.m. Additionally, a mailing went out to all property owners located within 200' of the proposed rezoning.

Plan Commission recommended approval of the rezoning request at their [July 9th, 2026](#) meeting. Legislative Committee reviewed the ordinance language at their [August 3rd, 2026](#) meeting.

Recommendation:

Staff is recommending approval of the rezoning ordinance.





APPLICATION: ZONING CHANGE REQUEST FORM

This application is required if you are seeking to rezone a property. Rezoning a property allows for different types of uses, such as for residential or commercial development. To rezone a property, the parcel(s) in question must meet the dimensional requirements set forth in that zoning district. Information on zoning districts can be found in Section 17 of the Municipal Code.

Petitioner Information:

Name: Jason Hurst

Mailing Address: 235 W Wisconsin Ave, Kaukauna WI 54130

Phone Number: [REDACTED]

Email: [REDACTED]

Property Owner Information (If Not Petitioner):

Name: WoodBrown LLC

Mailing Address: P.O. Box 483, Kaukauna WI 54130

Phone Number: [REDACTED]

Email: [REDACTED]

Property Information:

Site Address/Location: 321063400, ASSESSORS PLAT THAT PT OF LOT 6 BLK 54 N OF C

Lot Dimensions and Area: 3.03

Current Zoning: CHD

Current Uses: None

Proposed Zoning: 17.19 RMF Residential Multifamily District

Proposed Uses: Single/Multi Family Lots

Please State Reason(s) for Rezoning Request:

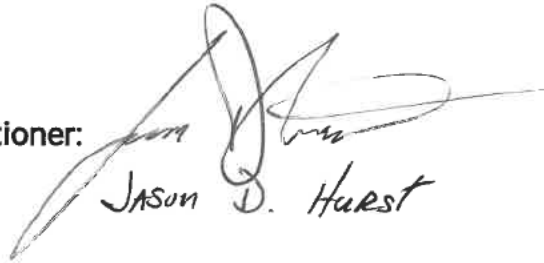
To build Single/Multi Family residential homes

Rezoning/Zoning Change Fee Schedule: \$100.00

Please Note: The City of Kaukauna will **never** request payment for an application in the form of a wire transfer. All payments are to be made by check to the City of Kaukauna (address below) and are due when the application is submitted, prior to review.

Application Timeline: Changes to zoning ordinances often require action by multiple governmental bodies. Between multiple meetings and statutory requirements for public hearings and noticing of meetings, sometimes reviews and authorizations can take more than 30 days. Please let staff know of your request as early as possible if you have a specific deadline that you need Plan Commission authorization by.

Signature of Petitioner:



JASON D. Hurst

Signature of Owner (If Not Petitioner):

Date Submitted to the City of Kaukauna: 6-24-26

Please submit by email to planning@kaukauna.gov or by mail to:

City of Kaukauna

Attn: Planning and Community Development Department

144 W Second Street

Kaukauna, WI 54130

FOR DEPARTMENT USE ONLY:

Date Application Received: 6/24/2026

Payment Received: 6/24/2026

Payment Receipt #: N/A

Site Plan Reviewed: ☐

1st Notice Sent: Set to be published in the 7/29/2026 paper

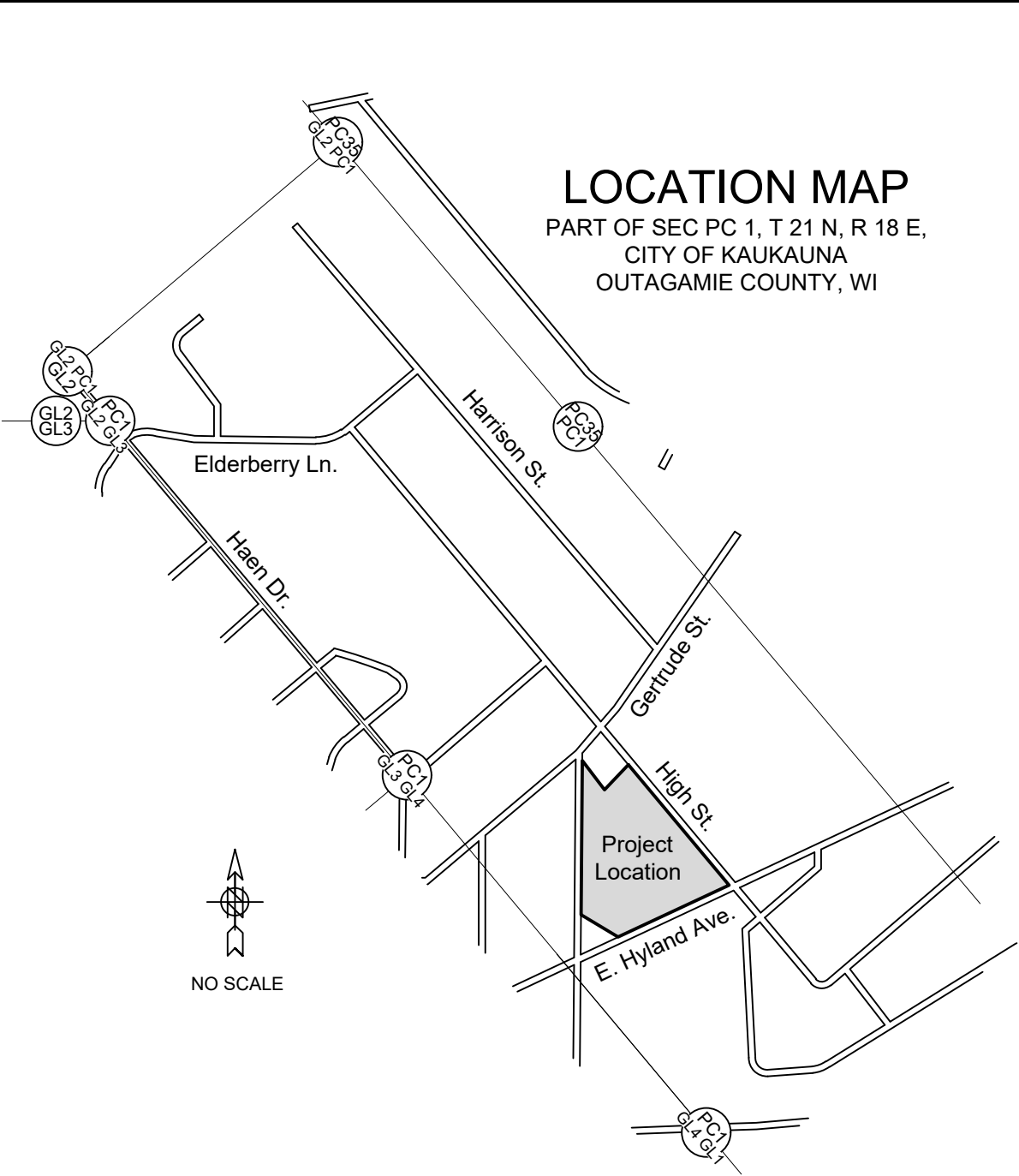
2nd Notice Sent: Set to be published in the 8/5/2026 paper

Plan Commission Approval: 7/9/2026

Legislative Committee Approval: 8/3/2026

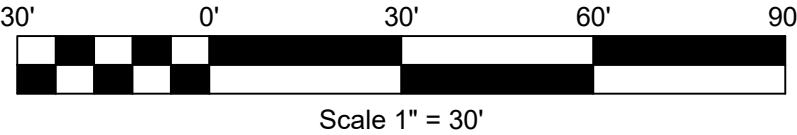
Common Council Approval:

Signature of Planning & Community Dev. Staff:



SUPPLEMENTARY DATA
Total Area = 166,648 SF 3.8257 acres
Number of Lots = 8
Average lot size = 13,136 SF
Typical lot dimension = 60'x 200'
Existing zoning = CHD and RTF
Proposed zoning = RTF
Approving Authorities
City of Kaukauna
Objecting Authorities
Department of Administration
Department of Transportation
NOTES
• Utility and Drainage Easements will be shown on Final Plat

Disclaimer:
1. This instrument is intended for conceptual review purposes ONLY. If this map is used for any other purpose other than its such intent without full approval of the City of Kaukauna and/or Outagamie County, Davel Engineering & Environmental, Inc. shall not be held responsible. Users of this map assumes all risks associated with such use and releases Davel Engineering & Environmental, Inc. from any and all liabilities and damages resulting from said use, if any.
2. The Site is SUBJECT TO A WETLAND DELINEATION. Permits and exemptions are subject to agency review and determinations with no guarantee of acceptance.
3. Shown Pond is for reference ONLY as was not calculated precisely for the project. Location and Size is TO BE DETERMINED.





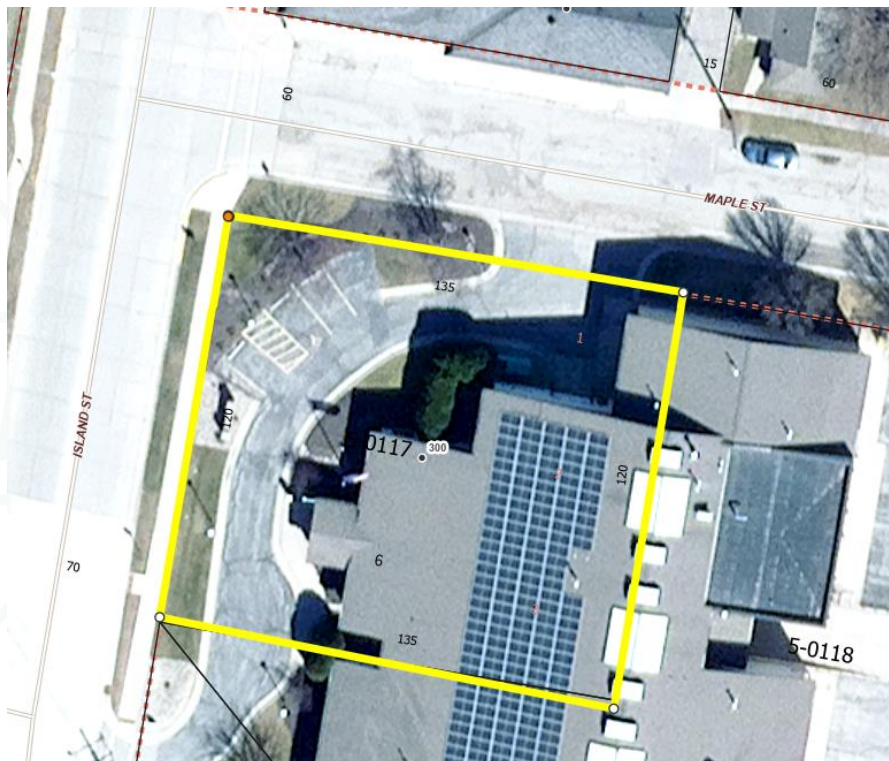
MEMO

PLANNING AND COMMUNITY DEVELOPMENT

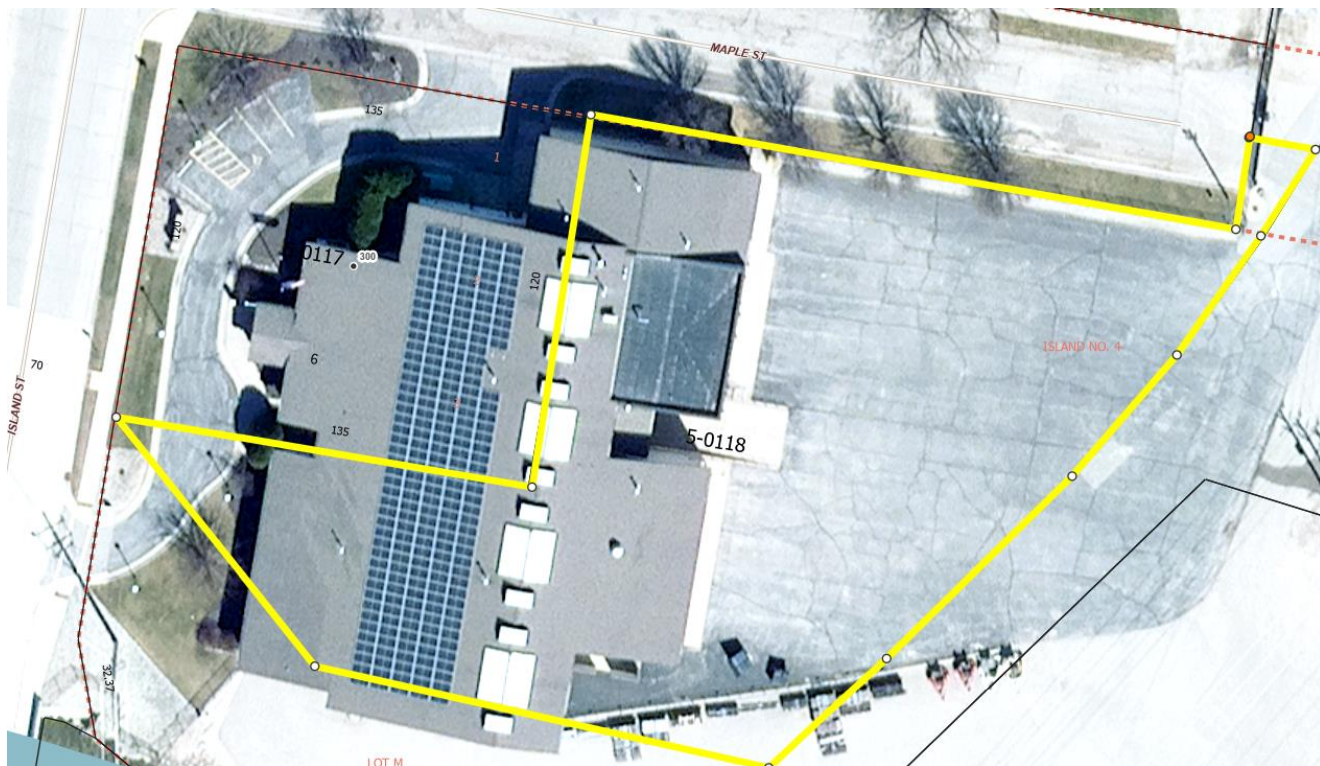
To: Common Council
From: Adrienne Nelson, Associate Planner
Date: August 13, 2026
Re: Rezoning Request – KU

Eric Miller, applicant, on behalf of Kaukauna Utilities, owner, has submitted an application to rezone their properties located at 300 Island Street from [Industrial District \(IND\)](#) and [Residential Two-Family District](#) to [Institutional District \(IT\)](#). Staff confirmed with the applicant that the intention is to rezone the following parcels:

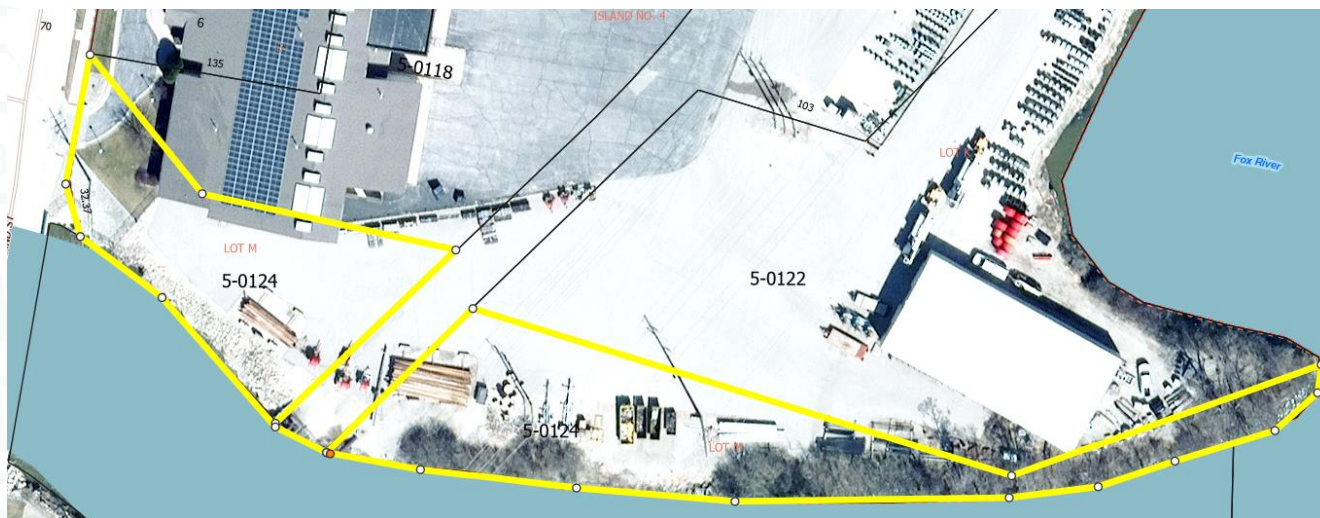
Parcel 325011700 – zoned IND



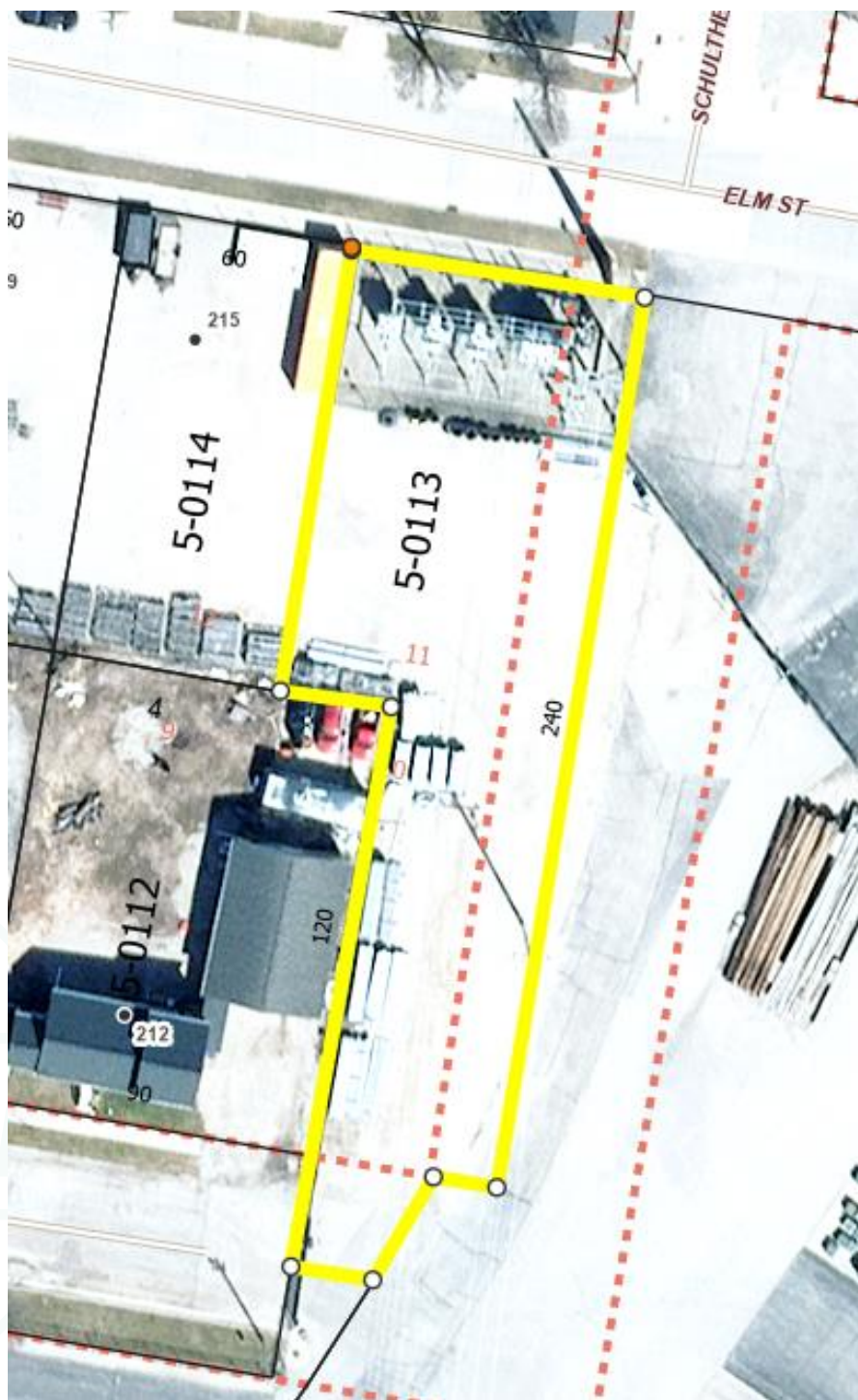
Parcel 325011800 – zoned IND



Parcel 325012400 – zoned IND/IT



Parcel 325011300 – zoned IND



Parcel 325011400 – zoned RTF



Parcel 325011500 – zoned RTF



All Parcels



The purpose of this request is to make sure the zoning matches the existing use of these parcels. City staff have spoken with KU about combining several of these parcels together, which will be easier to accomplish once they are all zoned IT.

Recommendation:

Staff is recommending that the rezoning request be forwarded on to the Plan Commission for review and that a public hearing date be set.



APPLICATION: ZONING CHANGE REQUEST FORM

This application is required if you are seeking to rezone a property. Rezoning a property allows for different types of uses, such as for residential or commercial development. To rezone a property, the parcel(s) in question must meet the dimensional requirements set forth in that zoning district. Information on zoning districts can be found in [Section 17 of the Municipal Code](#).

Petitioner Information:

Name: Eric Miller

Mailing Address: emiller@ku-wi.org

Phone Number: (920) 462-0214

Email: emiller@ku-wi.org

Property Owner Information (If Not Petitioner):

Name: Kaukauna Utilities

Mailing Address: 777 Island Street, P.O. Box 1777, Kaukauna, WI 54130

Phone Number: (920) 766-5988

Email: kumail@ku-wi.org

Property Information:

Site Address/Location: 300 Island Street

Lot Dimensions and Area: 8.53 acres

Current Zoning: Multiple (Residential, Industrial, and Institutional)

Current Uses: Kaukauna Utilities Pole Yard and Warehouse Building

Proposed Zoning: Institutional

Proposed Uses: Same (Kaukauna Utilities Pole Yard and Warehouse Building)

Please State Reason(s) for Rezoning Request:

Kaukauna Utilities is looking to "clean up" the zoning in our pole yard. We are working with the good folks there at the Public Service Commission of Wisconsin for a Certificate of Authority (CA) authorizing a project that we working that will be based in our pole yard. It was while we completing the "zoning requirements" portion of that CA that we found that some of the site that use as a pole yard is zoned as "Institutional," some is zoned as "Industrial," and the two residential lots that we acquired previously are still zoned as "Residential." We have met with the City Planner and the Director of Public Works and have determined that it all really should be zoned as "Institutional," and this application is submitted with that intention.

Rezoning/Zoning Change Fee Schedule: \$100.00

Please Note: The City of Kaukauna will **never** request payment for an application in the form of a wire transfer. All payments are to be made by check to the City of Kaukauna (address below) and are due when the application is submitted, prior to review.

Application Timeline: Changes to zoning ordinances often require action by multiple governmental bodies. Between multiple meetings and statutory requirements for public hearings and noticing of meetings, sometimes reviews and authorizations can take more than 30 days. Please let staff know of your request as early as possible if you have a specific deadline that you need Plan Commission authorization by.

Signature of Petitioner:



Signature of Owner (If Not Petitioner):



Date Submitted to the City of Kaukauna: 8/7/26

Please submit by email to planning@kaukauna.gov or by mail to:

City of Kaukauna

Attn: Planning and Community Development Department

144 W Second Street

Kaukauna, WI 54130

FOR DEPARTMENT USE ONLY:

Date Application Received: 8/10/2026

Payment Received: N/A

Payment Receipt #: N/A

Site Plan Reviewed: ☐

1st Notice Sent:

2nd Notice Sent:

Plan Commission Approval:

Legislative Committee Approval:

Common Council Approval:

Signature of Planning & Community Dev. Staff:

CITY OF KAUKAUNA

ORDINANCE NO. 1961-2026

ORDINANCE REZONING PARCEL 321063400 FROM COMMERCIAL HIGHWAY DISTRICT (CHD) TO RESIDENTIAL MULTIFAMILY DISTRICT (RMF)

WHEREAS, the Common Council of the City of Kaukauna, having reviewed the recommendation of the City Plan Commission regarding the proposed change in zoning classification for the property described below and having scheduled a public hearing then to be decided by the Common Council; and,

WHEREAS, a Class 2 Notice of Public Hearing regarding such proposed zoning change and, pursuant thereto, a public hearing having been held on the 18th day of August 2026 at 7:00 p.m., and the Common Council having heard all interested parties or their agents and attorneys;

NOW THEREFORE, the Common Council of the City of Kaukauna, Wisconsin, do ordain as follows:

SECTION 1: That the following described property:

All of Lot Six (6), Block Fifty-four (54), First Ward, City of Kaukauna, Outagamie County, Wisconsin according to the recorded Assessor's Map of said city, LESS and excepting the lands sold to Outagamie County for Highway purposes as recorded in Volume 241 of Deeds on page 149 and as recorded in Volume 239 of Deeds on page 142, and LESS and excepting land sold to Wisconsin Dunbrik Corporation as recorded in Volume 259 of Deeds on page 67, Outagamie County Records

is hereby rezoned from Commercial Highway District (CHD) to Residential Multifamily District (RMF), as regulated by Section 17.19 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 2: That the Clerk is directed to amend the City of Kaukauna Zoning Map in conformity with the provisions of this ordinance.

SECTION 3: That all other ordinances in conflict herewith are hereby repealed.

SECTION 4: That the ordinance shall take effect upon its passage and publication according to law.

Introduced and adopted by Common Council on the 18th day of August, 2026.

APPROVED: _____

Anthony J. Penterman, Mayor

ATTEST: _____

Kayla Nessmann, Clerk