

COMMON COUNCIL

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



Tuesday, September 15, 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 KU Rezoning.
 - b. Jessica Decet Donation from Fox Firecracker 5K and Kids Run (\$1900 to the 1000 Islands Environmental Center's campaign for an Eagle Nest Web Camera and \$1210 to the Kaukauna Aquatic Center).
 - c. Reappointment of Greg Lenz to the Utility Commission (5-year term).
 - d. Proclamation recognizing Public Power Week October 4-10, 2026 - A Week-Long Celebration of Kaukauna Utilities' Year-Round Service.
7. Consent Agenda.
 - a. Approve the Board of Public Works Meeting Minutes of September 14, 2026.
 - b. Approve the Finance and Personnel Committee Meeting Minutes of September 14, 2026.
 - c. Approve the Health and Recreation Committee Meeting Minutes of September 14, 2026.
 - d. Approve the Legislative Committee Meeting Minutes of September 14, 2026.
 - e. Approve the Common Council Meeting Minutes of September 1, 2026.
 - f. Receive and place on file the Heart of the Valley Metropolitan Sewerage District Meeting Minutes of August 11, 2026.
 - g. Receive and place on file the Industrial Park Commission Meeting Minutes of July 23, 2026.
 - h. Receive and place on file the Plan Commission Meeting Minutes of July 23, 2026.
 - i. Fire Report for August 2026.
 - j. Ambulance Report for August 2026.
 - k. Police Report for August 2026.
 - l. Code Enforcement Report for August 2026.
 - m. Clerk-Treasurer's Daily Deposit Report for August 2026.
 - n. Court Report for August 2026.
 - o. Building Inspection Report for August 2026.
 - p. Approve the Special event and amplified noise application to Kaukauna School District for the Homecoming Parade on 10/7/26 from 5:30-6:30pm.
 - q. Bills Payable.

8. Reports of standing and special committees.
 - a. Operator (Bartender) Licenses.
9. Reports of City officers.
 - [a.](#) Special Exception Request – Haven Heritage Adult Family Home.
 - [b.](#) Rezoning Request – KU.
 - [c.](#) Ordinance and Fee Update Introduction.
 - [d.](#) Extraterritorial CSM Review – Parcels 030019202 & 030019600 (Town of Buchanan).
 - [e.](#) Kaukauna Utilities Amendment.
10. Presentation of ordinances and resolutions.
 - [a.](#) Resolution 2026-5525 Resolution Approving a Certified Survey Map Located Within the City of Kaukauna Extraterritorial Plat Approval Jurisdiction (Town of Buchanan).
 - [b.](#) Ordinance 1962-2026 Ordinance Repealing and Replacing Section 1.44.
 - [c.](#) Ordinance 1963-2026 Ordinance Rezoning Parcels 325011700, 325011800, 325012400, 325011300, 325011400, and 325011500 from Industrial District (IND) and Residential Two-Family (RTF) to Institutional District (IT).
11. Alder requests for discussion at next Common Council meeting.
12. Closed session.
 - a. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session – Commerce Crossing Business Park Parcel 322095503.
 - b. Return to Open Session for possible action.
13. Adjourn.

14. 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.

15.

16. **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 **August 11, 2026** AT THE HEART OF THE VALLEY MSD MEETING ROOM

Members Present: Bruce Siebers – President
John Sundelius – Vice President
Patrick Hennessey - Secretary
Kevin Coffey – Via Phone
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

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 July 14, 2026 Regular Meeting, were presented to the Commission. A motion was made by Commissioner Sundelius and seconded by Commissioner Siebers 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

The District completed and sent its written correspondence to DNR in objection to portions of the reissued WPDES permit. A post storm event email was sent to Commissioners informing them the District was operating as normal and other than a power blip was mostly unaffected by the 7/27 storm.

5. General Discussion Items

A. Interceptor Rehab Project – Monthly Activity Update

Scott Schramm of Strategic Municipal Services provided a written update to the Commission dated 8/2/2026.

An update was provided regarding the Visu contract as no construction activities have yet begun in 2026. A formal letter was sent to Visu with a reminder of the expectation that the project be completed in 2026 and that the contractor should commit to a schedule for project completion.

Both SMS and Great Lakes TV estimate approximately 4 to 6 weeks of work remains to complete the internal rehabilitation for phase 5 manholes. It was mentioned that coating work is temperature dependent and fall is fast approaching.

The Commission discussed problems with turf restoration. Topsoil placed by the contractor has resulted in significant weed growth, with approximately 50% grass and 50% weeds observed in some areas. The contractor has been directed to apply herbicide and then reseed and re mulch the affected areas.

SMS has requested schedule of work and prior confirmation before Visu and subcontractors come on site to work. The current target for on-site work is the week of September 8, 2026. Staff will contact Visu and Great Lakes to verify the schedule and obtain firm commitments for the remaining work.

B. Headworks Screening & Improvement Project – Monthly Update

Staff and Donohue met to go over details of the project and the scope includes not just replacing the screening equipment but also building improvements to meet building codes including a newly configured second floor.

The project remains on schedule for bidding this fall and contract closely following bid close. Donohue did mention that the procuring of the equipment will take up to 40 weeks from the date of order to delivery.

Donohue will provide a task order for construction related services that will include work inspection along with contract administration for the Commission to consider at a future 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 July invoice.

The District will include a reminder to all member communities requesting notification of new food-related businesses and encouraging member community staff to document and report potential grease-related issues observed in the collection system.

6. Plant Reports for July 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 July 2026. Revenue received from the WPS-Fox Energy Center for effluent purchased in July was \$22,186.84. WPS-Fox Energy purchased 50% of the effluent produced in July. Revenue received to date for 2026 = \$109,520.90.

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

<i>Parameter</i>	<i>Monthly Average</i>	<i>Permit Limit</i>
BOD-Biochemical Oxygen Demand	5.9 mg/L	30 mg/L
Suspended Solids	5.2 mg/L	30 mg/L
Suspended Solids	157 lbs.	801 lbs.
Phosphorus	.22 mg/L	1.0 mg/L
Ammonia	.19 mg/L	10 mg/L
Chlorides	703 mg/L	n/a

All permit values were met for July 2026.

B. Operations & Maintenance Report

Plant operations and treatment performed well throughout July. Severe storms on July 20 caused several power interruptions and a plant reset shortly before noon. The event damaged multiple pieces of equipment, knocking out an Actiflo polymer makeup skid, the Actiflo Peakflow alum pump HMI module, and the Peakflow hypochlorite pump HMI module.

The rebuild of Actiflo Turbine Pump #3 was delayed after the manufacturer discovered a bent baseplate and several broken bolts during reassembly. A replacement baseplate has been ordered, and completion is anticipated in late August. The Turbine Pump #3 Motor was evaluated and rebuilt by L&S Electric at a cost of \$9,850 and has returned and is ready for installation with the rebuilt pump.

Badger State Waste began hauling biosolids on July 29.

Actiflo MCC Room: The mini-split air conditioning unit failed during the late-June heat wave. Following evaluation by EC&D, replacement was determined to be more cost-effective than repair due to the age of the unit. A new unit was installed at a cost of \$12,768.

Biostyr Blower Building Air System: Two after-hours call-ins occurred during the week of July 13 and were traced to a malfunctioning air dryer that was restricting airflow. The air dryer was temporarily bypassed to restore operation, and a replacement unit was subsequently installed by Vacuum, Pump and Compressor at a cost of \$1,695.

Peakflow Pump #5: Following catastrophic failure during April high-flow conditions, the pump was disassembled and evaluated. Staff determined that replacement of the entire rotating assembly was more economical than repairing individual components. A new rotating assembly was purchased and installed at a cost of \$53,684.

Tekleen Unit: The electronic backwash controller failed this month. Due to the age of the controller, replacement of the complete \$1312 controller was selected over a repair.

7. Financials August 2026 Accounts Payable; Action for Approval

After a review of the bills payable, a motion was made by Commissioner Siebers and seconded by Commissioner Hennessey to approve payment of the bills in the amount of \$417,223.70 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

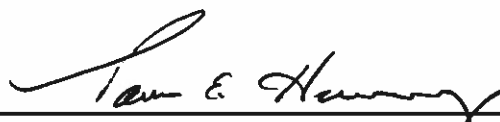
The District concluded the one-on-one meetings with Combined Locks and Kaukauna. Discussion on the meetings and their value resulted in agreement that meetings should continue next year.

PFAS monitoring activities will continue as required along with correspondence with the Wisconsin DNR regarding pending project reviews and NPDES permitting matters.

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: 5:40 PM)

SIGNED & APPROVED BY:

 -09-08-2026
Patrick E. Hennessey, Secretary

INDUSTRIAL PARK COMMISSION

City of Kaukauna

Hydro View Room

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, July 23, 2026 at 2:30 p.m.

MINUTES**In-Person in Hydro View Room**

Avanzi called the meeting to order at 2:30 p.m.

1. Roll Call

Members Present: Dale Eggert, Glen Schilling, Nick Rieth, Mike Vandenberg, Ryan Gaffney, Michael Avanzi

Members Absent: John Sundelius

Other(s) Present: Associate Planner Adrienne Nelson, Director of Public Works and City Engineer John Neumeier

Avanzi made a motion to excuse the absent members. Seconded by Schilling. The motion passed unanimously.

2. Approval of Minutes

a. Approve Minutes from June 29, 2026

Schilling made a motion to approve the minutes from June 29, 2026. Seconded by Eggert. The motion passed unanimously.

3. Old Business

a. None

4. New Business

a. Site Plan Review – Profile Finishing Systems (1700-1800 Progress Way)

Associate Planner Nelson introduced the site plan application submitted by Profile Finishing Systems for an almost 10,000 square foot expansion for their facility located at 1700 and 1800 Progress Way. Currently, there are 56 off-street parking spaces, and no additional off-street parking spaces will be added with this expansion.

An amendment to covenants may be needed, as the covenant dictates that more stalls are needed given the square footage of the building. A parking plan will need to be submitted and approved by the Planning and Community Development Department to ensure that this requirement is met or an amendment process is started. The lighting plan was submitted prior to the meeting and has received approval from the Planning and Community Development Department. There are no concerns with landscaping. The erosion control and stormwater management permit is being reviewed by the Engineering Department.

Schilling asked about the nature of the parking plan and what the number of required stalls is based on.

Nelson explained that, per covenant, the square footage of the building determines the number of stalls.

Eggert made a motion to recommend approval of the site plan with the condition that stormwater and erosion control permits are approved by the Engineering Department and excluding the parking requirements pending review and possible amendment of the South Industrial Park covenants. Seconded by Rieth. The motion passed unanimously.

b. Site Plan Review – TEAM Industries (1100 Prospect Lane)

Associate Planner Nelson introduced the site plan application submitted by TEAM Industries for a 30,000 square foot expansion for their facility located at 1100 Prospect Lane. All setback requirements for the IPD and South Industrial Park covenants are being met, and all ordinances are being complied with to include zoning requirements. The height of the addition will be the same as the existing building and parking requirements are being met. An additional tree will need to be planted per the City's landscaping ordinance. There are no concerns with lighting. The erosion control and stormwater management permit is being reviewed by the Engineering Department. There are no concerns with traffic, fire, or police. The proposed site elevation meets façade requirements.

Eggert made a motion to recommend approval of the site plan with the condition that landscaping requirements are met and that stormwater and erosion permits are approved by the Engineering Department. Seconded by Schilling. The motion passed unanimously.

5. Other Business
 - a. None

6. Adjourn

Schilling made a motion to adjourn. Seconded by Vandeberg. The motion passed unanimously. Adjourned at 2:40 p.m.



PLAN COMMISSION

City of Kaukauna

Council Chambers

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, July 23, 2026 at 4:00 PM

MINUTES**In-Person in Council Chambers**

Mayor Penterman called the meeting to order at 4:00 p.m.

1. Roll Call

Members Present: Giovanna Feller, Kelli Antoine, John Moore, Michael Avanzi, Ken Schoenike, John Neumeier, Mayor Tony Penterman

Members Absent: Brett Jensen

Others Present: Associate Planner Nelson

Avanzi made a motion to excuse the absent member. Seconded by Schoenike. The motion passed unanimously.

2. Approval of Minutes

a. Approve Minutes from July 9, 2026

Moore made a motion to approve the minutes from July 9, 2026. Seconded by Feller. The motion passed unanimously.

3. Old Business

a. None

4. New Business

a. Special Exception Request – Haven Heritage Adult Family Home

Associate Planner Nelson provided information on a special exception request submitted by Paul and Komaria Mendy of Haven Heritage Adult Family Home LLC for the operation of an adult family home at 180 Plank Road, parcel number 322073200. This property is zoned residential multifamily and the current use of the property is duplex style residential units. Per Section 17.19 of the Municipal Code, community living arrangement/group homes subject to Wisconsin State

Statute 62.23, are permitted as a special exception. Staff is bringing this forward mostly as an introduction with a recommendation that the Common Council is notified at their next meeting on August 4th, 2026 of the filing of the special exception in compliance with Section 17.47 of the Municipal Code, that notice is given to property owners within 100 feet, and that the special exception request is sent over to police and fire for review and comments.

Mayor Penterman confirmed with Nelson that the applicants were not present.

Moore asked about saturation numbers of adult family homes in Kaukauna.

Nelson confirmed that there are several existing adult family homes in Kaukauna, including two out on Plank Road. Previous applications for adult family homes had been denied due to high saturation.

Avanzi asked for clarification on the review process.

Nelson explained that the public hearing for a special exception request is held before the Plan Commission, but that the Common Council has ultimate decision making authority.

Avanzi asked for clarification on the 100 feet mailing distance.

Nelson explained that the mailing range for a special exception notification is set by the Plan Commission per the Municipal Code and that 100 feet was a staff suggestion as it would then be sent to all adjacent property owners.

Avanzi made a motion to recommend approval of staff's recommendation: that the Common Council is notified at their next meeting on August 4th, 2026, of the filing of the special exception in compliance with Section 17.47(3) of the Municipal Code, that a public hearing is set for one of the upcoming Plan Commission meetings in compliance with Section 17.47(3) of the Municipal Code and that

notice is given to property owners within 100 feet, and that the special exception request is sent over to Police and Fire for review and comments. Seconded by Neumeier. The motion passed unanimously.

b. Site Plan Review – Profile Finishing Systems (1700-1800 Progress Way)

Associate Planner Nelson explained the project to add about 10,000 square feet to Profile Finishing System's existing building at 1700-1800 Progress Way. All setback requirements for the Industrial District and North Industrial Park Phase 1 covenants are being met and all ordinances are being complied with to include zoning requirements. The current building has a height of 32 feet and the height of the addition will be 29 feet. There are currently 56 off-street parking spaces. Per covenant, there must be an off-street parking stall for every 1,000 square feet of building area or for every two employees, whichever amount constitutes the greater number of stalls. The building has about 75,000 square feet of area. They would need 75 stalls to be compliant with covenants, and the applicant expressed that they don't utilize all 56 stall that are currently there. Landscaping requirements are being met, a lighting plan has been submitted, an erosion control and stormwater permit is being reviewed by Engineering, there are no concerns with traffic, fire, or police, and façade requirements are being met. Prior to issuing permits, Nelson mentioned review of covenants related to parking would be beneficial.

Avanazi made a motion to recommend approval of the development with the following conditions: prior to issuance of building permits, staff must verify compliance with City ordinance in relation to parking requirements and Stormwater and Erosion Control permits must be approved by the Engineering Department. Seconded by Schoenike. The motion passed unanimously.

c. Site Plan Review – TEAM Industries (1100 Prospect Lane)

Associate Planner Nelson explained that TEAM Industries is looking to add an additional 30,000 square feet to their existing building located

at 1100 Prospect Lane. All setbacks for the Industrial Park District and South Industrial Park covenants are being met and all ordinances are being complied with to include zoning requirements. The current TEAM Industries building has a height of 30 feet and the height of the addition will be the same. There are currently 54 off-street parking spaces. Given both the size of the building and the number of employees that will be working at this location, the number of stalls exceeds the amount required by covenant. One tree will need to be planted for landscaping, the erosion control and stormwater permit is being review by Engineering, there are no concerns with traffic, fire, or police, and façade requirements are being met.

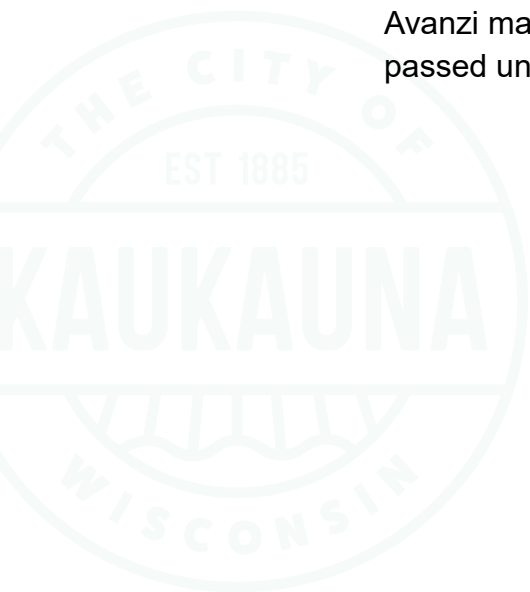
Neumeier made a motion to recommend approval of staff's recommendation: that one tree will be planted in the front yard and that, prior to issuance of building permits, Stormwater and Erosion Control permits must be approved by the Engineering Department. Seconded by Feller. The motion passed unanimously.

5. Other Business

a. None

6. Adjourn

Avanzi made a motion to adjourn the meeting. Seconded by Feller. Motion passed unanimously. The meeting adjourned at 4:20 p.m.



Police calls generated by:		YTD
911 call	265	1,884
Officer initiated	343	4,514
Called general phone number	675	2,691
TOTAL	1,283	9,089
Breakdown of calls:		
ABANDONED VEHICLE	1	5
ACCIDENT	33	270
ALARMS	10	75
ALCOHOL OFFENSE	2	7
ANIMAL	38	313
ARSON	0	0
ASSISTS	119	778
ASSAULT	0	4
BURGLARY	1	3
CIVIL	0	1
CRIME PREVENTION	111	752
DAMAGE TO PROPERTY	7	43
DISTURBANCES	51	227
DOMESTIC	4	30
DRUGS	8	56
FIRE CALLS	12	134
FIREWORKS	3	18
FRAUD	7	69
HARASSMENT	24	89
HAZARD	13	101
JUVENILE	22	138
LOCKOUT	8	61
LOST & FOUND	16	73
MEDICAL	101	783
MISSING PERSON	5	13
OPEN DOOR	5	22
OPERATING WHILE INTOXICATED	9	47
ORDINANCE VIOLATIONS	202	1,137
PARKING	23	149
RECKLESS DRIVE COMPLAINT	26	194
SCHOOL SAFETY	12	273
SEX OFFENSE	9	29
SUICIDE; ATTEMPT, THREAT, COMPLETED	2	16
SUSPICIOUS PERSON, VEHICLE , SITUATION	36	242
THEFT	16	70
TRAFFIC	174	1,593
TRAFFIC SAFETY	1	29
TRESPASS	13	34
TRUANCY	0	16
VIOLATE COURT ORDER	3	37
WANTED PERSON OR APPREHENSION	3	53
WARNINGS	135	1,174
WEAPON	0	10
WELFARE CHECK	59	433
911 HANGUP/ASSIST	46	361
total	1,370	9,962

note- the difference between the totals is some calls have multiple offenses

Clerk-Treasurer Daily Deposit Report

Date	Deposit	Balance	Month: August
8/3/2026	\$4,747.68	\$37,642.68	
8/3/2026	\$738.00	\$32,895.00	
8/3/2026	\$660.00	\$32,157.00	
8/3/2026	\$545.00	\$31,497.00	
8/3/2026	\$337.00	\$30,952.00	
8/3/2026	\$298.00	\$30,615.00	
8/3/2026	\$142.00	\$30,317.00	
8/3/2026	\$106.00	\$30,175.00	
8/3/2026	\$44.00	\$30,069.00	
8/3/2026	\$25.00	\$30,025.00	
8/4/2026	\$3,425.00	\$38,598.60	
8/4/2026	\$1,703.80	\$35,173.60	
8/4/2026	\$599.00	\$33,469.80	
8/4/2026	\$522.80	\$32,870.80	
8/4/2026	\$507.00	\$32,348.00	
8/4/2026	\$500.00	\$31,841.00	
8/4/2026	\$415.00	\$31,341.00	
8/4/2026	\$410.00	\$30,926.00	
8/4/2026	\$148.00	\$30,516.00	
8/4/2026	\$137.00	\$30,368.00	
8/4/2026	\$120.00	\$30,231.00	
8/4/2026	\$75.00	\$30,111.00	
8/4/2026	\$36.00	\$30,036.00	
8/5/2026	\$1,881.00	\$32,892.00	
8/5/2026	\$446.00	\$31,011.00	
8/5/2026	\$441.00	\$30,565.00	
8/5/2026	\$84.00	\$30,124.00	
8/5/2026	\$40.00	\$30,040.00	
8/6/2026	\$12,942.23	\$42,967.23	
8/6/2026	\$25.00	\$30,025.00	
8/7/2026	\$773.00	\$31,990.00	
8/7/2026	\$646.00	\$31,217.00	
8/7/2026	\$138.00	\$30,571.00	
8/7/2026	\$108.00	\$30,433.00	
8/7/2026	\$102.00	\$30,325.00	
8/7/2026	\$99.00	\$30,223.00	
8/7/2026	\$65.00	\$30,124.00	
8/7/2026	\$59.00	\$30,059.00	
8/10/2026	\$2,318.00	\$37,858.15	
8/10/2026	\$1,263.00	\$35,540.15	
8/10/2026	\$1,232.00	\$34,277.15	
8/10/2026	\$873.15	\$33,045.15	
8/10/2026	\$863.00	\$32,172.00	
8/10/2026	\$544.00	\$31,309.00	

8/10/2026	\$220.00	\$30,765.00
8/10/2026	\$179.00	\$30,545.00
8/10/2026	\$95.00	\$30,366.00
8/10/2026	\$86.00	\$30,271.00
8/10/2026	\$81.00	\$30,185.00
8/10/2026	\$73.00	\$30,104.00
8/10/2026	\$31.00	\$30,031.00
8/11/2026	\$787.14	\$32,862.94
8/11/2026	\$658.80	\$32,075.80
8/11/2026	\$530.00	\$31,417.00
8/11/2026	\$419.00	\$30,887.00
8/11/2026	\$190.00	\$30,468.00
8/11/2026	\$164.00	\$30,278.00
8/11/2026	\$114.00	\$30,114.00
8/12/2026	\$2,324.01	\$34,047.01
8/12/2026	\$620.00	\$31,723.00
8/12/2026	\$563.00	\$31,103.00
8/12/2026	\$435.00	\$30,540.00
8/12/2026	\$64.00	\$30,105.00
8/12/2026	\$41.00	\$30,041.00
8/13/2026	\$577.00	\$31,865.85
8/13/2026	\$532.00	\$31,288.85
8/13/2026	\$413.85	\$30,756.85
8/13/2026	\$129.00	\$30,343.00
8/13/2026	\$110.00	\$30,214.00
8/13/2026	\$104.00	\$30,104.00
8/14/2026	\$308.00	\$30,820.00
8/14/2026	\$251.00	\$30,512.00
8/14/2026	\$193.00	\$30,261.00
8/14/2026	\$68.00	\$30,068.00
8/17/2026	\$20,305.36	\$55,257.36
8/17/2026	\$1,096.00	\$34,952.00
8/17/2026	\$786.00	\$33,856.00
8/17/2026	\$740.00	\$33,070.00
8/17/2026	\$706.00	\$32,330.00
8/17/2026	\$496.00	\$31,624.00
8/17/2026	\$392.00	\$31,128.00
8/17/2026	\$180.00	\$30,736.00
8/17/2026	\$152.00	\$30,556.00
8/17/2026	\$142.00	\$30,404.00
8/17/2026	\$93.00	\$30,262.00
8/17/2026	\$72.00	\$30,169.00
8/17/2026	\$53.00	\$30,097.00
8/17/2026	\$24.00	\$30,044.00
8/17/2026	\$20.00	\$30,020.00
8/18/2026	\$16,195.17	\$46,225.17
8/18/2026	\$15.00	\$30,030.00

8/18/2026	\$15.00	\$30,015.00
8/19/2026	\$5,000.00	\$41,836.30
8/19/2026	\$3,659.00	\$36,836.30
8/19/2026	\$2,224.20	\$33,177.30
8/19/2026	\$485.00	\$30,953.10
8/19/2026	\$278.10	\$30,468.10
8/19/2026	\$190.00	\$30,190.00
8/20/2026	\$740.30	\$30,921.05
8/20/2026	\$95.50	\$30,180.75
8/20/2026	\$85.25	\$30,085.25
8/21/2026	\$2,109.00	\$32,109.00
8/24/2026	\$27,569.07	\$57,744.07
8/24/2026	\$175.00	\$30,175.00
8/25/2026	\$2,143.00	\$32,373.91
8/25/2026	\$120.91	\$30,230.91
8/25/2026	\$85.00	\$30,110.00
8/25/2026	\$25.00	\$30,025.00
8/26/2026	\$285.70	\$30,425.70
8/26/2026	\$140.00	\$30,140.00
8/27/2026	\$242.60	\$30,377.60
8/27/2026	\$135.00	\$30,135.00
8/28/2026	\$534.00	\$43,957.86
8/31/2026	\$3,134.50	\$34,234.50
8/31/2026	\$1,100.00	\$31,100.00

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**

Item 7.n.

AUGUST

	2025	2026	2025 CUMULATIVE	2026 CUMULATIVE
FORFEITURES/MUNICIPAL ORDINANCE VIOLATIONS	\$5,872.35	\$4,869.95	\$58,085.87	\$41,085.14
MUNICIPAL COURT COSTS	\$1,780.39	\$3,677.35	\$22,926.02	\$18,865.79
PENALTY SURCHARGES	\$1,823.20	\$1,474.28	\$15,210.29	\$11,694.54
COUNTY JAIL SURCHARGES	\$1,592.02	\$784.46	\$7,322.13	\$5,076.26
DRIVER IMPROVEMENT SURCHARGES	\$698.61	\$438.52	\$11,432.58	\$7,322.07
CRIME LAB/DRUG ENFORCEMENT SURCHARGES	\$684.00	\$1,053.00	\$7,601.10	\$6,619.25
IGNITION INTERLOCK DEVICE SURCHARGE	\$0.00	\$0.00	\$100.00	\$100.00
SAFE RIDE PROGRAM	\$0.00	\$0.00	\$1,083.00	\$750.00
TOTAL	\$12,450.57	\$12,297.56	\$123,760.99	\$91,513.05

Permit number	Municipal address	Category	Work type	Applicant	Issued date	Issued by
KU-2026-425	621 LINCOLN AV	HVAC	Remodel	Black-Haak Heating	8/3/26	Brett Jensen
KU-2026-424	2080 FOXLAND ST	HVAC	Remodel	Black-Haak Heating	8/3/26	Brett Jensen
KU-2026-427	2009 HILLCREST DR	Plumbing	New	Jacob Heiman	8/4/26	Brett Jensen
KU-2026-428	19 EAGLES CT	Residential building	Remodel	Mike Manderfield	8/4/26	Brett Jensen
KU-2026-335	134 W ANN ST	Accessory structures	Addition	Revamp fence & deck	8/4/26	Brett Jensen
KU-2026-429	2009 HILLCREST DR	HVAC	New	Jacob Heiman	8/4/26	Brett Jensen
KU-2026-430	1240 GREYHOUND ST	Other structures	Remodel	Luis Vargas	8/6/26	Brett Jensen
KU-2026-426	522 GREEN ST	Driveway/Culvert	Improve existing	Travis Gonnering	8/6/26	Brett Jensen
KU-2026-431	2802 FIELDCREST DR	Other structures	New	Mason Jones	8/6/26	Brett Jensen
KU-2026-419	613 W NINTH ST	Plumbing	New	Brad Koch	8/6/26	Brett Jensen
KU-2026-436	374 E ANN ST	Signs	New	Tamara Rueden	8/7/26	Adrienne Nelson
KU-2026-432	1904 MAIN AV	Other structures	New	Jessica Buettner	8/7/26	Adrienne Nelson
KU-2026-434	223 E TENTH ST	Plumbing	Replacement	TUREKS PLUMBING	8/10/26	Brett Jensen
KU-2026-437	229 JOHN ST	Plumbing	Replacement	Robert Blau	8/10/26	Brett Jensen
KU-2026-435	2026 WHITE DOVE LA	Electrical	Remodel	daniel hannah	8/10/26	Brett Jensen
KU-2026-438	641 LEMONGRASS WAY	HVAC	Remodel	Black-Haak Heating	8/10/26	Brett Jensen
KU-2026-441	573 WILDWOOD DR	Accessory structures	New	Simon Gunderson	8/11/26	Brett Jensen
KU-2026-433	600 W COUNTY RD KK	HVAC	Remodel	Project Manager Assistant	8/11/26	Brett Jensen
KU-2026-440	1901 E HYLAND AVENUE	Industrial building	Addition	Andy Wassmann	8/11/26	Brett Jensen
KU-2026-439	1704 LAWE ST	Other structures	New	Aubrey Ingram	8/11/26	Brett Jensen
KU-2026-449	715 LINCOLN AV	Residential building	Repair	William Martin	8/12/26	Brett Jensen
KU-2026-447	201 W SEVENTH ST	Plumbing	Replacement	TUREKS PLUMBING	8/12/26	Brett Jensen
KU-2026-445	404 W DIVISION ST	Storm Sewer/ Waters / Sanitary laterals	New	Alex Van Vreede	8/12/26	Brett Jensen
KU-2026-442	19 EAGLES CT	Electrical	Remodel	David Fietzer	8/12/26	Brett Jensen
KU-2026-443	1901 E HYLAND AV	Industrial building	Addition	Andy Wassmann	8/12/26	Brett Jensen
KU-2026-448	114 W NINTH ST	Other structures	Remodel	Aaron Poehlman	8/12/26	Brett Jensen
KU-2026-446	811 GRIGNON ST	Plumbing	New	Ryan Schmidt	8/12/26	Brett Jensen
KU-2026-453	541 WILLOW DR	Residential building	Repair	Julie Dudek	8/13/26	Brett Jensen
KU-2026-454	613 W NINTH ST	Electrical	New	Brad Koch	8/13/26	Brett Jensen
KU-2026-410	1909 WELHOUSE DR	Other structures	New	Revamp fence & deck	8/17/26	Brett Jensen
KU-2026-450	1000 JANET ST	Driveway/Culvert	Additional	Ryun Ulrich	8/17/26	Brett Jensen
KU-2026-451	2940 HAAS RD	Electrical	New	Adriana Perez	8/17/26	Brett Jensen
KU-2026-460	4110 RIDGECREST LA	Other structures	New	Ashley Jared	8/17/26	Brett Jensen
KU-2026-464	1350 BENS WAY	Driveway/Culvert	Additional	JONATHAN McAVOY	8/18/26	Brett Jensen
KU-2026-467	807 W WISCONSIN AV	Storm Sewer/ Waters / Sanitary laterals	Replacement	Jerry Geiger	8/18/26	Brett Jensen
KU-2026-468	817 SPRING ST	Electrical	Repair	Nick Kampo	8/18/26	Brett Jensen
KU-2026-466	810 MATTHEW LA	Accessory structures	Addition	Revamp fence & deck	8/18/26	Brett Jensen
KU-2026-461	304 W ANN ST	Storm Sewer/ Waters / Sanitary laterals	Replacement	Kirk Popp	8/19/26	Brett Jensen
KU-2026-469	1708 THELEN AV	Plumbing	Replacement	TUREKS PLUMBING	8/20/26	Brett Jensen
KU-2026-472	811 GRIGNON ST	Electrical	New	Michael Kortz	8/24/26	Brett Jensen
KU-2026-470	300 E KELSO RD	Electrical	New	Anthony Schmidt	8/24/26	Brett Jensen
KU-2026-473	2221 WHITE WOLF LA	HVAC	Remodel	Derek Dahl	8/24/26	Brett Jensen
KU-2026-474	3375 GRAY SQUIRREL LA	Accessory structures	New	James Megna	8/24/26	Brett Jensen
KU-2026-462	542 W ANN ST	Storm Sewer/ Waters / Sanitary laterals	Replacement	Kirk Popp	8/24/26	Brett Jensen
KU-2026-483	2071 AUTUMN LA	Accessory structures	New	Micheal Schumacher	8/26/26	Brett Jensen
KU-2026-488	633 BENEDICT DR	HVAC	Remodel	Black-Haak Heating	8/31/26	Brett Jensen
KU-2026-457	1301 OAK HILLS CT	Electrical	New	Traci Picard	8/31/26	Brett Jensen
KU-2026-459	1301 OAK HILLS CT	Plumbing	New	Traci Picard	8/31/26	Brett Jensen
KU-2026-476	314 E NINTH ST	HVAC	Remodel	Chad Born	8/31/26	Brett Jensen
KU-2026-458	1301 OAK HILLS CT	HVAC	New	Traci Picard	8/31/26	Brett Jensen
KU-2026-489	1301 OAK HILLS CT	Residential building	New	Nick Holtger	8/31/26	Brett Jensen
KU-2026-487	1011 DELANGLADE ST	Signs	New	Matt Hartel	8/31/26	Adrienne Nelson

Show empty fields

Entry (ID 250714)

Applicant Information

Event Coordinator Name

Brian Schaefer

Phone

(920)422-8304

Email

bschaefer@kaukauna.gov

Phone Number for day of the event

(920)422-8304

Organization Information

Sponsoring Organization's Name

Kaukauna School District

Organization Address

1701 Cty Rd CE
Kaukauna, Wisconsin 54130

Are you a 501(3) C Organization?

Yes

Attach IRS proof of designation



scan_schaeferb_2026-09-09-08-41-51-1.pdf

Will alcohol be sold? (Must be a qualifying non-profit organization, see application in the above checklist)

No

Event Information

Name of event

Kaukauna School District Homecoming Parade

How long is your event?

My event is one day only

Date of the Event

October 7, 2026

Event start time (include set up time)

5:30 PM

End time (include take down time)

6:30 PM

Total anticipated attendance for event (Please include attendees and staff, volunteers, vendors, etc.) 4000

Describe your event and its purpose Homecoming Parade

Do you have a certificate of insurance for your event? (For events larger than 249 people and/or events that require street closure) Yes



Certificate-1.pdf

If you have it, please upload a copy of your certificate of insurance here. If you will be getting it from your insurance company in the future, please email to specialaevents@kaukauna.gov once you have it. Community Enrichment staff will reach out to each organization to verify their certificate of insurance.

Health Department

Will food be prepared and/or served at the event? Yes

Fire Department Information 920.766.6320

Item 7.p.

Please upload your plan for medical emergencies here



Medical-
Emergencies.pdf

Will you use portable commercial cooking equipment, or electrical appliances that draw high amperage?

No

Will you use a tent bigger than 400 square-feet?

No

Police Department and Street Closures 920.766.6337

Will alcohol be served at your event?

No

Are you requiring street closures for your event?

Yes

Will your event be inside or outside?

Outside

Please upload a map/route/location



scan_schaeferb_2026-09-09-09-31-23.pdf

If having a park event, did you reserve the park? No

Event Activities

What type of activities will be part of your event (please check all that apply): Amplified Music, Parade (street or trail)

Additional Services & Equipment

I have read the guidelines and policy and agree to the terms within.

Signature Brian Schaefer

Comments/Notes

Item 7.p.

Entry Details

Submitted: Sep 9, 2026 at 9:40 am

Entry ID: 250714

Entry Key: vzex3

User Information

IP Address: 216.56.162.195

Browser/OS: Google Chrome 152.0.0.0 / Windows

Referrer: https://www.kaukauna.gov/special-events/



WISCONSIN DEPARTMENT OF REVENUE
PO BOX 8902
MADISON, WI 53708-8902

Contact information:

2135 RIMROCK ROAD PO BOX 8902
MADISON, WI 53708-8902
ph: 608-266-2776 fax: 608-327-0235
email: DORRegistration@wisconsin.gov
website: revenue.wi.gov

Letter ID L1054715216

KAUKAUNA AREA SCHOOL DISTRICT
1701 COUNTY ROAD CE
KAUKAUNA WI 54130-3916

October 7, 2021

Batch Index: 1121659392-1055

This is your Wisconsin Sales and Use Tax Certificate of Exempt Status (CES). Purchases made by your organization or entity are taxable unless you provide the seller a fully completed Wisconsin sales and use tax exemption certificate (Form S-211 or S-211E), listing the CES number shown below.

If your organization makes sales subject to sales tax, it may need a seller's permit. Information on registration requirements can be found in Publication 206, Sales Tax Exemption for Nonprofit Organizations.

Forms and publications can be obtained through our website at revenue.wi.gov or through our forms ordering line at (608) 266-1961. Many questions can be answered by reviewing the Common Questions pages on our website. You may also contact us by telephone at (608) 266-2776 or by email at DORRegistration@revenue.wi.gov.



**WISCONSIN SALES AND USE TAX
CERTIFICATE OF EXEMPT STATUS (CES)**
(Governmental, Religious, Charitable, Scientific or Educational Organization)

Sales to this organization or entity are exempt from Wisconsin sales and use tax under sec. 77.54(9a) and 77.55(1), Wis. Stats.

This certificate is valid unless cancelled by the Wisconsin Department of Revenue.

CES NUMBER	008-0000094699-05
DATE ISSUED	10/4/2021

IMPORTANT:

Purchases made by your organization are taxable unless you furnish your supplier with the CES number shown above. Sales by your organization may be subject to tax. If your organization makes taxable sales, it may be required to obtain a seller's permit and remit sales tax to the Department of Revenue.

Questions: Contact the Department of Revenue
by telephone at (608) 266-2776, FAX (608) 327-0235,
email DORRegistration@wisconsin.gov,
or at our website revenue.wi.gov

KAUKAUNA AREA SCHOOL DISTRICT
1701 COUNTY ROAD CE
KAUKAUNA WI 54130-3916



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/YY) Item 7.p.
6/25/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER M3 Insurance Solutions, Inc. 1401 Discovery Parkway Suite 200 Wauwatosa WI 53226		CONTACT NAME: Hallie Bujak PHONE (A/C, No, Ext): E-MAIL: hallie.bujak@m3ins.com ADDRESS:		FAX (A/C, No):	
INSURED Kaukauna Area School District 1701 County Hwy CE Kaukauna WI 54130		KAUKARE-01	INSURER(S) AFFORDING COVERAGE INSURER A: Employers Mutual Casualty Comp INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		NAIC # 21415

COVERAGES

CERTIFICATE NUMBER: 1214397328

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:			6D56359	7/1/2026	7/1/2027	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE ☐ OTH-ER ☐ E.I. EACH ACCIDENT \$ E.I. DISEASE - EA EMPLOYEE \$ E.I. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: Breaking Boundaries Triathlon - May 15, 2026

CERTIFICATE HOLDER

CANCELLATION

Proof of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Hallie Bujak

Medical Emergencies will be handled by the Kaukauna Fire and Police Departments.



City - Bills Payable

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
127942	163650	8/28/2026		Grass Sweeper #111	A T F Tires & Service Center Inc.	17.62
127943	02-46272	8/28/2026		Janitorial Services provided at the Municipal Services Building and Police Department - AUGUST 2026 - 1st half of the month	A d v a n c e d M a i n t e n a n c e Solutions	1,303.92
127943	02-45650	8/28/2026		Services-Subco... Monthly Janitorial Services for the month of the invoice date - Second Half 1000 Islands Environmental Center 1000 Beaulieu Ct Kaukauna, WI 54130	A d v a n c e d M a i n t e n a n c e Solutions	429.97
127944	11784	8/28/2026		Sawcut 2 Driveway Openings	All Star Cutting & Coring LLC	1,550.00
127945	885554	8/28/2026		Dreamville Matter	Amundsen Davis, LLC	474.00
127946	98307	8/28/2026		Refund Security Deposit - Pool	Angela Diedrich	100.00
127947	080426	8/28/2026		Blood Draw - 2	Ascension NE Wisconsin St. Elizabeth Hospital	46.00
127948	5080272	8/28/2026		Revenue Bond Admin Fee	Associated Trust Company, N.A.	612.00
127949	104016932	8/28/2026		Paint Trailer #302	Auto Value Kaukauna	18.18
127950	58120	8/28/2026		#95 Headlight Issue - Tax Exempt	DC Auto Repair, LLC	3,137.40
127951	082026	8/28/2026		Umpire - 4 Games	Dean Lamers	120.00
127952	0194944-IN	8/28/2026		Salt Shed Repair	EZ Glide Garage Doors	279.50
127953	337906	8/28/2026		Tools/Supplies for Water Concrete Patches	Farrell Equipment & Supply Co., Inc.	362.96
127953	337905	8/28/2026		Tools/Supplies for Water Concrete Patches	Farrell Equipment & Supply Co., Inc.	10,936.95
127953	337907	8/28/2026		Concrete Bar (KU)	Farrell Equipment & Supply Co., Inc.	1,497.50
127954	BE364465	8/28/2026		Class Two Notice for Public Hearing for Rezoning of Parcel 321063400 - Second Publishing	Finger Publishing, Inc.	57.56
127954	BE364467	8/28/2026		Publication Fee for Ord. 1960-2026	Finger Publishing, Inc.	47.81
127954	BE364466	8/28/2026		Publication Fee for Ord. 1959-2026	Finger Publishing, Inc.	36.80
127955	53642864004	8/28/2026		Concessions	Great Lakes Coca-Cola Distribution	109.56
127956	2414398	8/28/2026		Pizzas	Holiday Wholesale, Inc.	322.20
127957	98361049	8/28/2026		Books	Ingram	5.27
127957	98361039	8/28/2026		Books	Ingram	13.81
127957	98361040	8/28/2026		Books	Ingram	17.25
127957	98361043	8/28/2026		Books	Ingram	37.94
127957	98361052	8/28/2026		Books	Ingram	20.45
127957	98361046	8/28/2026		Books	Ingram	57.01
127957	98361048	8/28/2026		Books	Ingram	18.23
127957	98361038	8/28/2026		Books	Ingram	13.60
127957	98361050	8/28/2026		Books	Ingram	12.44
127957	98361037	8/28/2026		Books	Ingram	36.36
127957	98361045	8/28/2026		Books	Ingram	13.01
127957	98361047	8/28/2026		Books	Ingram	18.23
127957	98361042	8/28/2026		Books	Ingram	10.40

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
127957	98361044	8/28/2026		Books	Ingram	8.28
127957	98361041	8/28/2026		Books	Ingram	6.02
127958	98311	8/28/2026		Refund Security Deposit - Pool	Jake Jansen	100.00
127959	TV2130	8/28/2026		Park Hill Mower #106	Klink Hydraulics, LLC	107.38
127960	42788047	8/28/2026		Copier	Marco	64.46
127961	INV15616605	8/28/2026		Engineering Copier	Marco Technologies LLC - 131411	40.00
127962	249935	8/28/2026		Harlan/Shop	MGD Industrial Corp	184.07
127964	41807	8/28/2026		Refuse Disposal	Outagamie County Recycling & SW	691.44
127965	2266000	8/28/2026		Utility Patches	Peters Concrete Company	1,218.00
127966	23688	8/28/2026		Utility Patches - Wis Ave	Pioneer Supply, LLC	1,531.76
127967	6546	8/28/2026		Pump Test #2122	Rennert's Fire Equipment Service, Inc.	325.00
127967	6545	8/28/2026		#2121 Pump Test	Rennert's Fire Equipment Service, Inc.	719.12
127967	6547	8/28/2026		Pump Test #2141	Rennert's Fire Equipment Service, Inc.	225.00
127968	082026	8/28/2026		Umpire - 3 Games	Riley Carper	90.00
127969	081826	8/28/2026		Mileage - 07/07 - 08/18/26	Ruby Flores	115.52
127970	082026	8/28/2026		Umpire - 4 Games	Ryan Swick	120.00
127971	082026	8/28/2026		Umpire - 11.5 Games	Ryan Weyenberg	345.00
127972	98300	8/28/2026		Refund Security Deposit	Sidney Marohnic	200.00
127973	98193	8/28/2026		Refund - Park Rental Cancellation	St. Ignatius Catholic School	60.00
127974	082426	8/28/2026		Overpayment for Special Assessments for Parcel #323166403 - 37 Ashgrove Pl	Stewart Title Company	27.81
127975	082026	8/28/2026		Umpire - 4 Games	Taylor Manuel	120.00
127976	6160482717	8/28/2026		Coverall/Mat Service	VESTIS	99.23
127977	2172876-1796-3	8/28/2026		Recycling	Waste Management of WI	163.05
127978	090926	8/28/2026		2026 Judicial Ed Cert Registration	Wisconsin Municipal Court Clerks Assoc.	340.00
127979	0200012485	8/28/2026		Park MSV 104	Wonderland Tire Company	797.30
127979	0200011238	8/28/2026		Refuse 224	Wonderland Tire Company	79.43
127979	0200011237	8/28/2026		Refuse 225	Wonderland Tire Company	47.72
127980	5788	8/28/2026		July 2026 Classes	Youth Enrichment League	1,200.00
00000547/1	082726	9/1/2026		08/27/26 Payroll, 08/27/26 Payroll	Mission Square Retirement	22,376.68
00000548/1	AK4PF4L	9/1/2026		1 Stylus Replacement for Sewer Tablets	CDW Government	61.03
00000548/1	AK4UD4A	9/1/2026		New Monitor & HDMI Cable for PD	CDW Government	390.98
00000548/1	AK49L3G	9/1/2026		New 4 K Monitor	CDW Government	221.94
00000548/10	PEL2026-08-27	9/1/2026		08/27/26 Payroll	Pelion Benefits, Inc (SSA)	3,908.67
00000548/11	26915	9/1/2026		Temp - Planning		1,055.70

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000548/2	INV17146	9/1/2026		Park MSV #104	MacQueen Equip Group	144.51
00000548/3	509246677	9/1/2026		Digital Library Materials	Midwest Tape	25.49
00000548/4	446833	9/1/2026		Cleaning/Maint. Supplies	Superior Chemical, LLC	197.60
00000548/5	I832241	9/1/2026		Loderbauer Opto - Board Replacement	Tapco	326.25
00000548/5	I831194	9/1/2026		2026 PM Services - All 8 Signals	Tapco	3,136.00
00000548/6	DBS2026-08-27	9/1/2026		08/27/26 Payroll, 08/27/26 Payroll	Diversified Benefit Services, Inc (DBS) (ACH)	4,206.92
00000548/7	IAFF2026-08-27	9/1/2026		08/27/26 Payroll	Fire Association Local 1594	1,025.42
00000548/8	KPPA2026-08-27	9/1/2026		08/27/26 Payroll	Police Association	696.00
00000548/9	FHF2026-08-27	9/1/2026		08/27/26 Payroll	Fire House Fund	400.00
127981	164091	9/4/2026		Truck #11	A T F Tires & Service Center Inc.	287.55
127981	164025	9/4/2026		Park Mower #126	A T F Tires & Service Center Inc.	33.31
127981	164203	9/4/2026		Truck #7	A T F Tires & Service Center Inc.	390.86
127982	083126	9/4/2026		Tax Refund for Overstated Assessed Value 2022, 2023, 2024 - Pcl #322086500	Ahlstrom Munksjo	91,956.70
127983	09-02-2026	9/4/2026		10-25 Street Patch	Al Dix Concrete Inc.	5,000.00
127984	1 05/11/2026	9/4/2026		Remainder of Contract	American Pavement Solutions, Inc.	4,969.99
127985	27988	9/4/2026		New PDK Access Controllers for Storm Damage Ones	A m p l i t e l Technologies LLC	1,501.93
127986	083126	9/4/2026		Mileage - August 2026	Anthony Penterman	103.36
127987	431288	9/4/2026		EAP Standard Services	Ascension WI Employer Solutions	967.50
127988	287325100391X08202026	9/4/2026		Wireless Charges, Wireless Charges	AT&T Mobility	132.18
127989	311120426061694	9/4/2026		Street Maintenance (Utility)	Capital One Commercial	57.63
127989	311121826788244	9/4/2026		Strassburg Park	Capital One Commercial	1,576.78
127989	303023026060879	9/4/2026		Strassburg Park	Capital One Commercial	551.09
127989	311121126064224	9/4/2026		Utility Patches	Capital One Commercial	163.84
127989	311120126069961	9/4/2026		Paint Trailer 307	Capital One Commercial	148.34
127989	311120326046291	9/4/2026		Strassburg Park	Capital One Commercial	79.44
127989	311120726103717	9/4/2026		Pool Maint.	Capital One Commercial	58.94
127989	311122326060075	9/4/2026		Utility Patches - Wise Ave	Capital One Commercial	104.20
127989	311121626034293	9/4/2026		HDMI Cable for PD	Capital One Commercial	34.99
127989	311121126040067	9/4/2026		Diamond 2 Irrigation	Capital One Commercial	23.78
127989	311120926063151	9/4/2026		Pool Maint.	Capital One Commercial	39.96
127989	311120926063235	9/4/2026		Utility Patches	Capital One Commercial	284.64

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
127989	311120426103335	9/4/2026		Diamond 2	Capital Commercial	One 169.62
127990	024790	9/4/2026		KU Patches - Wisconsin	Carew Concrete & Supply Co.	2,278.88
127990	024789	9/4/2026		KU Patches - Wisconsin	Carew Concrete & Supply Co.	3,608.76
127990	024784	9/4/2026		KU Patches - Wisconsin	Carew Concrete & Supply Co.	1,005.00
127991	295179	9/4/2026		Plumbing Supplies	Carstens Hardware	Ace 21.58
127991	295305	9/4/2026		Grill Cleaning Tools	Carstens Hardware	Ace 20.68
127991	295777	9/4/2026		Athletic Fields	Carstens Hardware	Ace 20.41
127991	296362	9/4/2026		Sanitary Sewer Maint.	Carstens Hardware	Ace 8.99
127991	295815	9/4/2026		Parks/Bench Repair	Carstens Hardware	Ace 6.29
127991	295573	9/4/2026		KU Patches	Carstens Hardware	Ace 53.09
127991	295927	9/4/2026		Refuse #226	Carstens Hardware	Ace 2.34
127991	295260	9/4/2026		Parks	Carstens Hardware	Ace 9.66
127991	296133	9/4/2026		Parks/Plumbing	Carstens Hardware	Ace 8.09
127991	295805	9/4/2026		Street Signs/Marks General	Carstens Hardware	Ace 5.39
127991	296344	9/4/2026		General Supplies	Carstens Hardware	Ace 16.19
127991	295709	9/4/2026		Boat Launch	Carstens Hardware	Ace 8.08
127991	295926	9/4/2026		Parks	Carstens Hardware	Ace 7.19
127991	296037	9/4/2026		Brush	Carstens Hardware	Ace 34.18
127991	296047	9/4/2026		Shop Supplies	Carstens Hardware	Ace 3.58
127991	297877	9/4/2026		Backpack Sprayer	Carstens Hardware	Ace 258.28
127991	295584	9/4/2026		Harlan/Shop	Carstens Hardware	Ace 88.95
127991	295814	9/4/2026		Harlan/Shop	Carstens Hardware	Ace 52.25
127991	295279	9/4/2026		Parks, Athletic Fields	Carstens Hardware	Ace 41.37
127991	296217	9/4/2026		General Supplies	Carstens Hardware	Ace 11.69
127991	296213	9/4/2026		Supplies Alex Free Library/Pool	Carstens Hardware	Ace 9.52
127991	296351	9/4/2026		Street Maint.	Carstens Hardware	Ace 6.29
127991	295846	9/4/2026		Street Paint	Carstens Hardware	Ace 57.54

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
127992	379262	9/4/2026		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, Park Cameras	Cellcom	2,477.88
127993	4278628040	9/4/2026		Mats (total less minimum fee)	Cintas Corp.	33.45
127993	4280237601	9/4/2026		Mats	Cintas Corp.	78.50
127993	4277968794	9/4/2026		Mats	Cintas Corp.	254.55
127993	4277968757	9/4/2026		Mats	Cintas Corp.	195.04
127993	4277968741	9/4/2026		Mats	Cintas Corp.	152.65
127994	1000 Islands Endowment Fund 082626	9/4/2026		1000 Islands Endowment Fund - Carol Bachhuber - Memorial Donation for Tim Drechsler	C o m m u n i t y Foundation for Fox Valley Region	100.00
127994	1000 Islands Endowment Fund 082226	9/4/2026		1000 Islands Endowment Fund - Patricia Pmerenke - Memorial Donation for Tim Drechsler	C o m m u n i t y Foundation for Fox Valley Region	100.00
127994	1000 Islands Endowment Fund 082126	9/4/2026		1000 Islands Endowment Fund - Colleen & Randall Haak - Memorial Donation for Tim Drechsler	C o m m u n i t y Foundation for Fox Valley Region	100.00
127994	1000 Islands Endowment Fund 082826	9/4/2026		1000 Islands Endowment Fund - Jone Kiefer - Memorial Donation for Tim Drechsler	C o m m u n i t y Foundation for Fox Valley Region	100.00
127995	122583	9/4/2026		Farmer's Market Porta Potty	Dean Enterprises, LLC	142.50
127996	260862001	9/4/2026		Locates - August	Diggers Hotline Inc.	705.05
127997	10894	9/4/2026		Wordfence Premium for Website	Digisage	153.77
127998	488344	9/4/2026		HRA - September	Diversified Benefit Services, Inc.	793.50
127999	2927355	9/4/2026		2026 Summer Golf	Eagle Links Golf Club	7,415.00
128000	20180	9/4/2026		Squad Decals	Eagle Sign & Design LLC	25.00
128001	0108151-IN	9/4/2026		Repair Glycol Leak in Assessor Storage	Energy Control & Design, Inc.	6,290.93
128002	31650	9/4/2026		Park Mower #126	Evergreen Power	91.96
128003	0195043-IN	9/4/2026		Garage Door Operating Board	EZ Glide Garage Doors	479.10
128004	341138	9/4/2026		Street Maint	Farrell Equipment & Supply Co., Inc.	47.00
128005	BE362018	9/4/2026		Quiet Zone Ad for Bids	Finger Publishing, Inc.	35.80
128005	BE363135	9/4/2026		Quiet Zone Ad for Bids	Finger Publishing, Inc.	29.28
128005	BE365666	9/4/2026		Publication Fee for 8/3 BPW Minutes	Finger Publishing, Inc.	96.52
128005	BE365665	9/4/2026		Publication Fee for 7/21 Council Minutes	Finger Publishing, Inc.	505.74
128005	BE365667	9/4/2026		Publication Fee for 8/3 H&R Minutes	Finger Publishing, Inc.	47.81
128005	BE358590	9/4/2026		Public Hearing - Alleys - 3-26	Finger Publishing, Inc.	37.98
128005	BE363134	9/4/2026		Tower Drive Ad - Sediment Removal	Finger Publishing, Inc.	29.28
128005	BE365668	9/4/2026		Publication Fee for 8/3 Legislative Minutes	Finger Publishing, Inc.	60.20
128006	98451	9/4/2026		Security Deposit Refund	Gary Hietpas	200.00
128007	090126	9/4/2026		Mileage - 07/29 - 08/28/26	Graci Schomaker	16.57

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
128008	9007199160	9/4/2026		Park Fuel Can	Grainger Inc	111.84
128009	18957	9/4/2026		Shop	Haenco LLC	105.00
128009	18659	9/4/2026		Shop/Building Maint., SPaR/Building Maint.	Haenco LLC	808.41
128010	26567-5	9/4/2026		RVMS Feasibility Study - Pay App 5	Hoffman Planning D e s i g n & Construction Inc.	1,568.40
128010	26567-4	9/4/2026		RVMS Feasibility Study - Pay App 4	Hoffman Planning D e s i g n & Construction Inc.	2,015.00
128011	98613031	9/4/2026		Books	Ingram	25.47
128011	98536184	9/4/2026		Books	Ingram	60.14
128011	98536185	9/4/2026		Books	Ingram	41.73
128011	98536188	9/4/2026		Books	Ingram	19.62
128011	98536189	9/4/2026		Books	Ingram	40.72
128011	98508660	9/4/2026		Books	Ingram	18.60
128011	98536193	9/4/2026		Books	Ingram	16.04
128011	98536191	9/4/2026		Books	Ingram	38.59
128011	98536192	9/4/2026		Books	Ingram	38.59
128011	98536181	9/4/2026		Books	Ingram	31.11
128011	98536182	9/4/2026		Books	Ingram	27.21
128011	98536180	9/4/2026		Books	Ingram	19.25
128011	98536179	9/4/2026		Books	Ingram	17.60
128011	98536183	9/4/2026		Books	Ingram	13.81
128011	98508658	9/4/2026		Books	Ingram	8.95
128011	98536186	9/4/2026		Books	Ingram	47.42
128011	98508659	9/4/2026		Books	Ingram	19.61
128011	98508656	9/4/2026		Books	Ingram	19.91
128011	98536194	9/4/2026		Books	Ingram	13.61
128011	98536187	9/4/2026		Books	Ingram	8.31
128011	98536190	9/4/2026		Books	Ingram	12.98
128011	98508657	9/4/2026		Books	Ingram	32.42
128011	98508655	9/4/2026		Books	Ingram	17.88
128012	525581	9/4/2026		Rocko Vet	Kaukauna Veterinary Clinic, LLP	266.32
128012	525557	9/4/2026		Rocko - Vet	Kaukauna Veterinary Clinic, LLP	282.77
128013	10203	9/4/2026		Monthly Lawn & Landscape Maintenance - September	K i l l i a n ' s Lawnsaping, Inc.	250.00
128014	INV-KA-538679	9/4/2026		Knox Box #2192	Knox Company	1,425.00
128015	23014	9/4/2026		Squad Cleaning - Blood in Back Seat	Little Grizz Auto Workz & Detail LLC	150.00
128016	42886415	9/4/2026		Copier	Marco	248.09
128017	INV15259613	9/4/2026		Copier - Engineering	Marco Technologies LLC - 131411	40.00
128017	INV15259711	9/4/2026		Copier	Marco Technologies LLC - 131411	71.08
128018	396889	9/4/2026		Street Maint.	MCC Inc.	478.80
128019	00401343	9/4/2026		Building Inspections 6/28 - 8/1/26	McMahon Associates Inc	1,882.07
128020	083126	9/4/2026		Tax Refund for Overstated Assessed Value - Pcl #325081500	Miles Weber	286.02
128021	25817	9/4/2026		2 Ballistic Vests - Kohl/Bushman	Nelson Tactical	1,763.85

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
128022	300932831	9/4/2026		Pest Control - Shops & Garages	ORKIN Pest Control	190.64
128022	299245504	9/4/2026		Pest Control - MSB	ORKIN Pest Control	125.62
128022	299244558	9/4/2026		Pest Control - Shops & Garages	ORKIN Pest Control	190.64
128022	300933820	9/4/2026		Pest Control - MSB	ORKIN Pest Control	125.62
128022	300933769	9/4/2026		Pest Control- SPaR Building	ORKIN Pest Control	82.21
128023	083126	9/4/2026		County Court Share - August 2026	Outagamie County Treasurer	957.08
128023	42204	9/4/2026		Refuse Disposal	Outagamie County Treasurer	35,356.57
128024	2263289	9/4/2026		Park Benches	Peters Concrete Company	334.00
128024	2266778	9/4/2026		KU Patches	Peters Concrete Company	870.00
128024	2262174	9/4/2026		Disposal Site Bin Blocks	Peters Concrete Company	720.00
128024	2262859	9/4/2026		Strassburg Park	Peters Concrete Company	668.00
128024	2264528	9/4/2026		Hyland/W 7th Street - Utilities	Peters Concrete Company	920.00
128024	2264474	9/4/2026		Park Bench	Peters Concrete Company	250.50
128025	98449	9/4/2026		Security Deposit Refund	Petra Martinez	200.00
128026	4259	9/4/2026		New Field Painter/Fuel Line Maint.	Pleshek's Outdoor Power	7.00
128026	4019	9/4/2026		Weed Control/Maint.	Pleshek's Outdoor Power	71.49
128027	7285	9/4/2026		Rear Driver Side Warning Light #2122	Red Power Diesel	573.21
128028	2746705-00	9/4/2026		Parks/Pesticide	Reinders Inc.	67.40
128029	101548	9/4/2026		Signs, Signs	Rent-A-Flash of Wisconsin, Inc	5,778.50
128029	101547	9/4/2026		Signs	Rent-A-Flash of Wisconsin, Inc	132.60
128030	676880863947SFL	9/4/2026		Partial Amendment to Protective Covenants - Parking & Partial Amendments to Protective Covenants - Storage, License Fee	Simplifile, LC	85.50
128030	676889677210SFL	9/4/2026		Satisfaction of Mortgage for Pcl#321029200 & Satisfaction of Mortgage for Skye Properties	Simplifile, LC	90.75
128031	081226	9/4/2026		American Flag for Flagpole	Sommerville Flag	44.00
128032	92242	9/4/2026		Sanitary Lateral Blockage	Speedy Clean Drain & Sewer	281.25
128033	083126	9/4/2026		State Court Share - August 2026	State of Wisconsin	3,225.50
128034	0071400-IN	9/4/2026		Parks/Pulverized Topsoil	Swinkles Trucking & Excavating Corp.	480.00
128035	m9016	9/4/2026		Annual Software Maint.	T r a n s c e n d e n t Technologies	2,324.00
128036	375584092	9/4/2026		August 2026 Classes	Treetop Explorer, LLC	738.00
128037	6160484647	9/4/2026		Coverall/Mat Service	VESTIS	99.23
128038	01-263089	9/4/2026		Tractor Rental - Less Tax (tax exempt)	Weyers Equipment Inc	4,620.84
128039	2455-9688	9/4/2026		Membership EMS Association	Wisconsin EMS Association	630.00
128040	0200011384	9/4/2026		Refuse Truck #225	Wonderland Tire Company	997.44

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
128040	0200008292	9/4/2026		Bucket Tractor #29	Wonderland Tire Company	5,667.92
128040	0200011385	9/4/2026		Parks MSV #104	Wonderland Tire Company	642.70
00000550/1	INV07391427	9/8/2026		Payroll Software, HRIS Software	Paycor, Inc.	5,073.85
00000550/2	July 2026	9/8/2026		Sales Tax - July, Sales Tax - July, Sales Tax - July, Sales Tax - July, Sales Tax - July, Sales Tax - July, Sales Tax - July	Wis. Dept. of Revenue - ACH PAYMENT	5,643.59
00000551/1	500248-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	31.37
00000551/1	500380-00 2026-08-25	9/8/2026		Augustine Sewer Lift	Kaukauna Utilities	1,074.97
00000551/1	490122-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	292.64
00000551/1	452204-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	42.16
00000551/1	332585-01 2026-08-25	9/8/2026		LaFollette Park Emergency Siren	Kaukauna Utilities	18.87
00000551/1	500312-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	18.03
00000551/1	500364-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	384.54
00000551/1	403066-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	175.46
00000551/1	380721-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	53.72
00000551/1	421955-05 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	28.33
00000551/1	452921-00 2026-08-25	9/8/2026		Lehrer Landfill Leachate	Kaukauna Utilities	16.75
00000551/1	500114-01 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	2,579.32
00000551/1	500890-00 2026-08-25	9/8/2026		Sherry Ln Sewer Lift	Kaukauna Utilities	544.47
00000551/1	403061-01 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	284.75
00000551/1	452210-00 2026-08-25	9/8/2026		CE Lift Pump	Kaukauna Utilities	264.14
00000551/1	403065-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	217.31
00000551/1	551035-00 2026-08-25	9/8/2026		Cty Rd J Sewer Lift	Kaukauna Utilities	51.70
00000551/1	350376-00 2026-08-25	9/8/2026		10th St Lift Station	Kaukauna Utilities	41.97
00000551/1	390980-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	35.10
00000551/1	500340-01 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	29.76
00000551/1	310902-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	13.67
00000551/1	332580-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	227.22
00000551/1	500342-01 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	35.06
00000551/1	452198-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	30.87
00000551/1	441511-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	18.58
00000551/1	310903-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	19,797.63
00000551/1	312212-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	50.92
00000551/1	500249-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	34.94
00000551/1	410785-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	20.71
00000551/1	550060-01 2026-08-25	9/8/2026		Cty Rd J Emergency Siren	Kaukauna Utilities	18.59
00000551/1	500341-01 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	355.70
00000551/1	352197-00 2026-08-25	9/8/2026		Bel Air Lift Station	Kaukauna Utilities	22.96
00000551/1	331391-02 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	171.99
00000551/1	391620-02 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	51.61
00000551/1	311674-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	47.95
00000551/1	460192-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	11.18
00000551/1	403062-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	260.43
00000551/1	454115-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	137.75
00000551/1	403075-00 2026-08-25	9/8/2026		Water, Sewer, & Electric	Kaukauna Utilities	65.73
00000551/2	509293860	9/8/2026		Digital Library Materials	Midwest Tape	26.99
00000551/3	447294	9/8/2026		Trash Can Liners	Superior Chemical, LLC	55.93

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000551/4	27026	9/8/2026		Temp Staffing - Planning		821.10
Total						325,079.41



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
From: Adrienne Nelson, Associate Planner
Date: September 10, 2026
Re: Special Exception Request – Haven Heritage Adult Family Home

A special exception request was submitted by Paul and Komaria Mendy of Haven Heritage Adult Family Home LLC for the operation of an adult family home at 180 Plank Road (parcel #322073200). This property is zoned [Residential Multifamily \(RMF\)](#), and the current use of the property is duplex style residential units. Per Section [17.19\(3\)](#) of the Municipal Code, community living arrangements/group homes, subject to [Wis. Stats. § 62.23\(7\)\(i\)](#), are permitted as a special exception.

Haven Heritage Adult Family Home LLC is seeking to operate a 1- to 2-bed certified adult family home for adults with disabilities. This home would operate as a typical residential home with 24/7 support, no signage, and minimal traffic. Paul or Komaria Mendy would be on site daily providing supervision to trained staff. The home would comply with all DHS requirements, fire and safety standards, and local ordinances.

Plan Commission was notified of this special exception application at their [July 23rd, 2026 meeting](#) and the Common Council at their [August 4th, 2026](#) meeting. A class two notice was published and additional notice was mailed to all property owners within 100' of the proposed special exception. Staff received three calls and one email inquiring about the special exception request. Of the correspondence received, only one was to voice direct opposition to the adult family home, due to concerns for the safety of elderly or disabled residents during natural disasters, possible access issues for fire/police, and yard maintenance issues. Staff was able to confirm that yard maintenance is performed by contractors hired by the landlord and not the tenants themselves.

The special exception request was also sent over to police and fire for review and comments. There are two existing adult family homes within 2,500 feet, located at 150 and 154 Plank Road, that have required extensive assistance from both departments. The number of service calls are shown below.

150 Plank Road

	2024	2025	2026	Total
Police:	40	32	46	118
Fire:	23	20	18	61
Total:	63	52	64	179

154 Plank Road

	2024	2025	2026	Total
Police:	1	0	3	4
Fire:	1	0	0	1
Total:	2	0	3	5

The public hearing for this special exception application was held at the Plan Commission meeting on [September 3rd, 2026](#). No comments were received at the public hearing. The recommendation made by staff to the Plan Commission is shown below.

Recommendation to Plan Commission

It is up to the Plan Commission to determine if the special exception request meets all the criteria set forth in Section [17.47\(4\)](#) of the Municipal Code and to make a recommendation to the Common Council. If the Plan Commission determines this request meets all the criteria set forth, then staff recommend the following conditions be applied:

1. That this special exception is approved only for this specific address, 180 Plank Road, and the specific company, Haven Heritage Adult Family Home LLC. If the unit or ownership changes, a special exception application will need to be reapplied for.
2. The property is to be used for a 1- to 2-bed adult family home in compliance with all state regulations, standards, and statutes.
3. Property shall be maintained so as not to negatively impact the residential character of the neighborhood.
4. If more than two complaints on the operation of the facility are received in a calendar year, the Plan Commission and/or Common Council can order a review of the Special Exception and take appropriate actions to address the concerns.

The Plan Commission recommended denial of the special exception request, due to stress on public services, with a roll call vote of 5-2.

Staff Recommendation

The Common Council has final decision making authority on all special exception requests and can proceed in one of the following ways:

- Deny the special exception based off the Plan Commission's recommendation.
- Approve the special exception despite the Plan Commission's recommendation.
 - If the Common Council would like to approve the special exception, staff recommend approving with the conditions originally presented to the Plan Commission.





APPLICATION: SPECIAL EXCEPTION PERMIT FORM

This application is required if you are seeking a special exception to allow for a certain use or structure within a zoning district. Permitted special exceptions differ between zoning districts. Information on zoning districts can be found in [Section 17 of the Municipal Code](#). Information on special exceptions can be found in [Section 17.47 of the Municipal Code](#).

Petitioner Information:

Name: Paul Pierre Mendy

Mailing Address: 180 Plank rd, Waukauna, WI 54130

Phone Number: [REDACTED]

Email: [REDACTED]

Property Owner Information (If Not Petitioner):

Name: Teak Wood Properties LLC

Mailing Address: P.O. Box 337, Hortonville, WI 54944

Phone Number: [REDACTED]

Email: [REDACTED]

Property Information:

Site Address/Location: 180 Monk Road, Kaulaeha

Lot Dimensions and Area: _____

Current Zoning: ~~CO~~ Residential

Current Uses: Residential

Proposed Uses: 1-2 beds adult family home. which would serve purely as residential.

Please State Reason(s) for Special Exception Request:

Haven Heritage Adult Family Home LLC is seeking to operate a 1-to 2-bed certified Adult Family Home for adults with disabilities in a residential setting. The home will operate fully as a typical residential home with 24-hour support, no signage, minimal traffic, and no impact on the residential character of the neighborhood.

The purpose of the home is to provide safe, community-integrated housing for individuals who require supportive care while maintaining their independence and dignity. The home will comply with all DHS requirements, fire and safety standards, and local ordinances.

Approval of this request will support accessible housing opportunities and allow vulnerable adults to live in a safe, home-like environment within the community.

What procedures will be used to prevent any ill effects to neighboring properties such as (but not limited to) parking, noise, or additional traffic:

Minimal to no traffic, enough parking allocated, quiet residential

Please list the operating hours of the business:

24/7

Additional Requirements: Additional information may also be requested as may be appropriate per the proposal being made.

Special Exception Permit 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: Special exception permits 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:

PP Menard

Signature of Owner (If Not Petitioner):

Date Submitted to the City of Kaukauna:

6/3/24

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



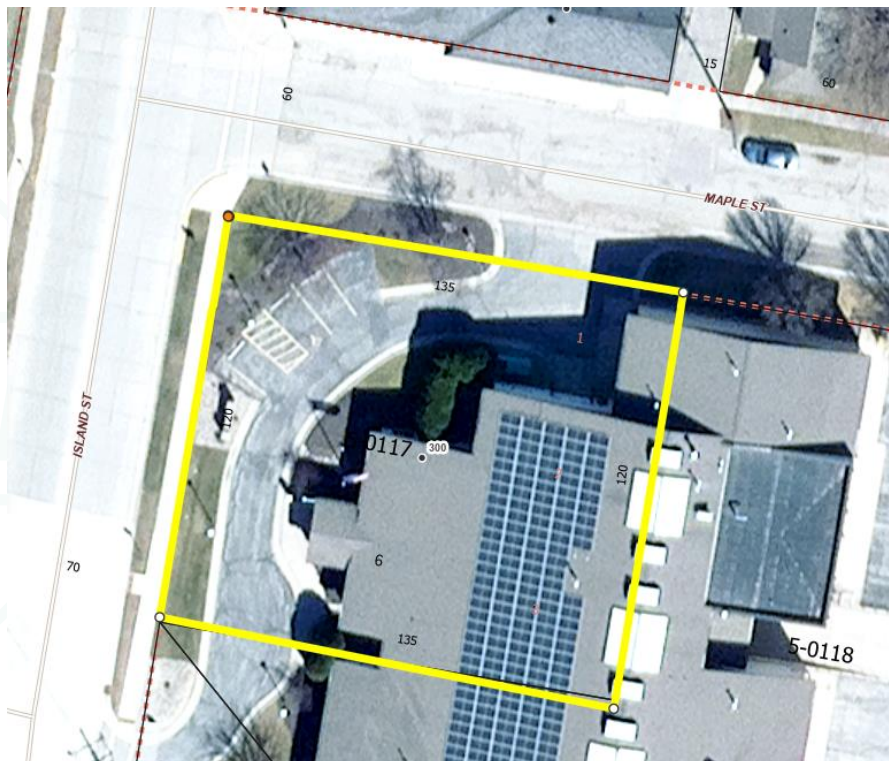
MEMO

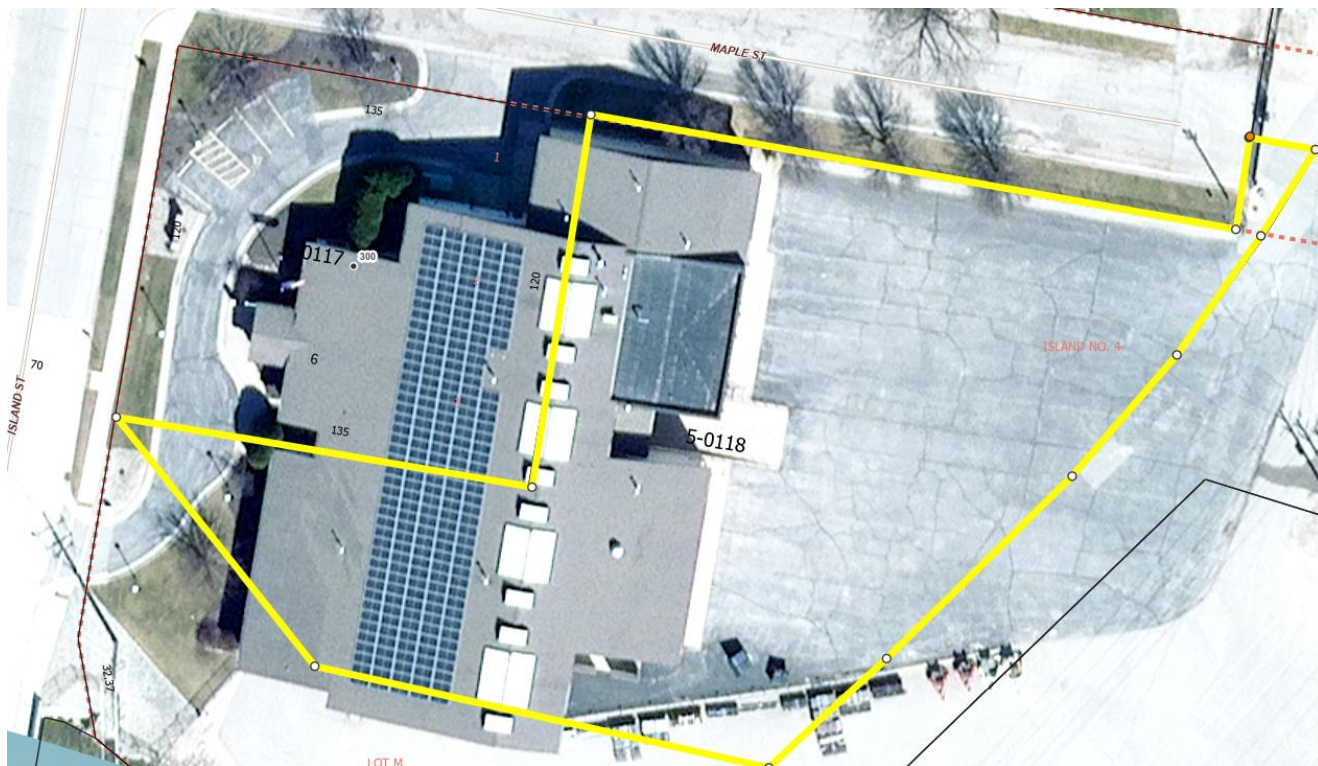
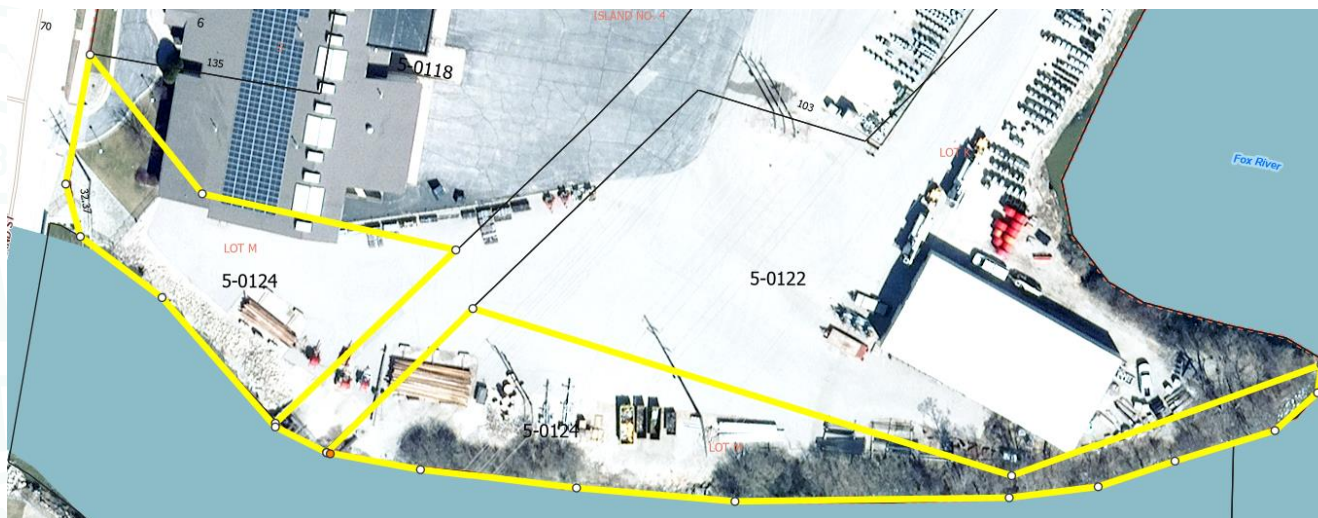
PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
 From: Adrienne Nelson, Associate Planner
 Date: September 10, 2026
 Re: Rezoning Request – KU

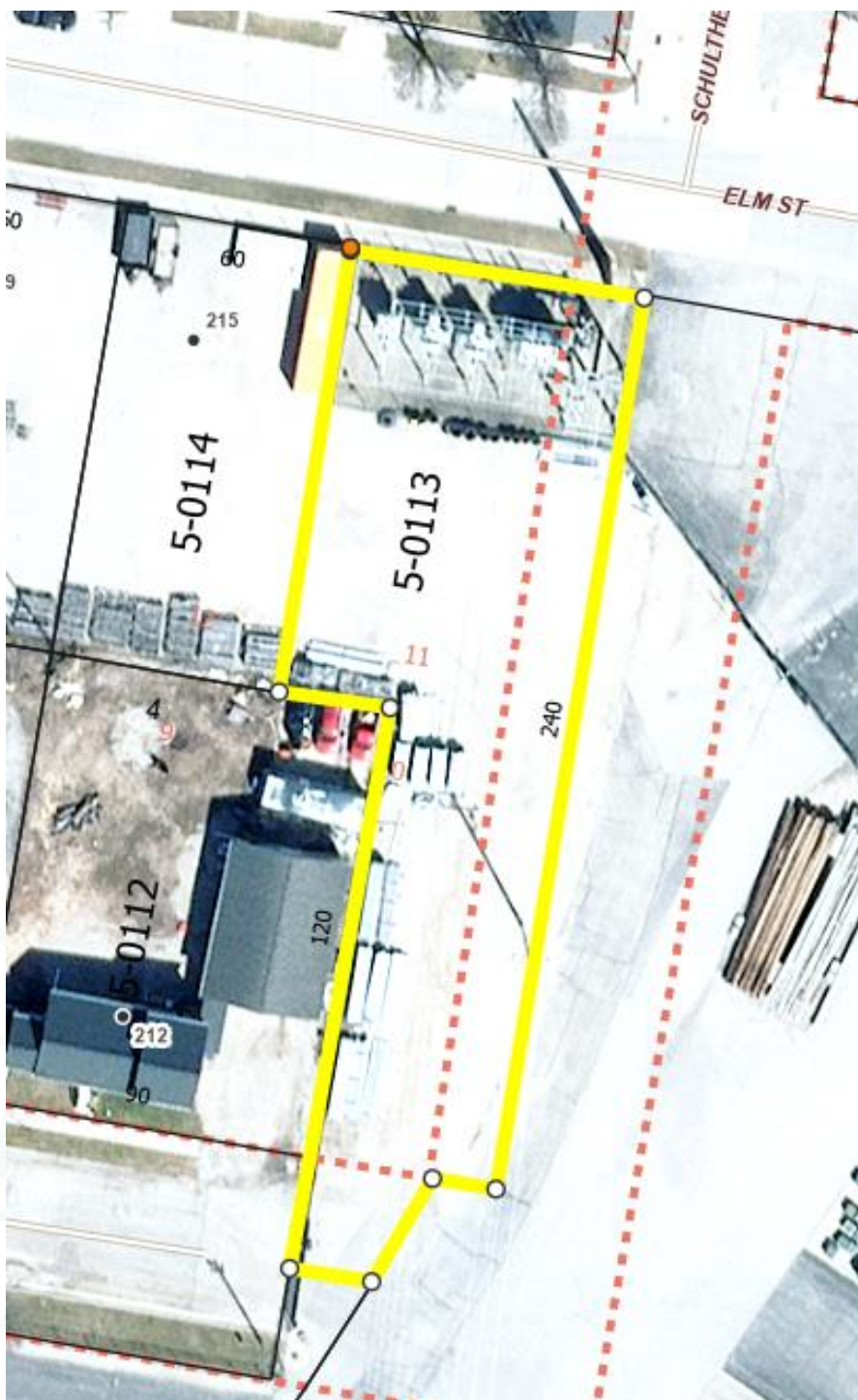
Eric Miller, applicant, on behalf of Kaukauna Utilities, owner, has submitted an application to rezone their properties located at 300 Island Street from [Industrial District \(IND\)](#) and [Residential Two-Family District](#) to [Institutional District \(IT\)](#). Staff confirmed with the applicant 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 recommends approval of the ordinance rezoning parcels 325011700, 325011800, 325012400, 325011300, 325011400, and 325011500 to Institutional District (IT).



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: [REDACTED]

Phone Number: [REDACTED]

Email: [REDACTED]

Property Owner Information (If Not Petitioner):

Name: Kaukauna Utilities

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

Phone Number: [REDACTED]

Email: [REDACTED]

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: 8/26/2026

2nd Notice Sent: 9/2/2026

Plan Commission Approval: 9/3/2026

Legislative Committee Approval:

Common Council Approval:

Signature of Planning & Community Dev. Staff:

CITY OF KAUKAUNA

ORDINANCE NO. **xxxx-2026**

ORDINANCE REZONING PARCELS 325011700, 325011800, 325012400, 325011300, 325011400, AND 325011500 FROM INDUSTRIAL DISTRICT (IND) AND RESIDENTIAL TWO-FAMILY DISTRICT (RTF) TO INSTITUTIONAL DISTRICT (IT)

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 properties 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 15th day of September 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 Lots One (1), Two (2) and Three (3), in Block Six (6), Kaukauna Island Plat No. 4, City of Kaukauna, Outagamie County, Wisconsin, according to the recorded Assessor's Map of said City, together with westerly half of the vacated alley adjacent to the easterly lot lines of the premises herein

is hereby rezoned from Industrial District (IND) to Institutional District (IT), as regulated by Section 17.25 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 2: That the following described property:

Kaukauna Island Plat part of Block 6 which is unplatted and part of vacated Maple Street, City of Kaukauna, Outagamie County, Wisconsin

is hereby rezoned from Industrial District (IND) to Institutional District (IT), as regulated by Section 17.25 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 3: That the following described property:

Island of Fox River Assessors Plat part of Lot M Island No. 4 lying east of Island Street and south of railroad less Parcel 3 Trans Project Plat 6498-06-00-4.01 conveyed in document #2242525, City of Kaukauna, Outagamie County, Wisconsin

is hereby rezoned from Industrial District (IND) and Institutional District (IT) to Institutional District (IT), as regulated by Section 17.25 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 4: That the following described property:

Kaukauna Island Plat Lot Ten (10) in Block Four (4) less west 30 feet Lot Eleven (11) in Block Four (4) and part of vacated Schulthies Street lying east of Lots Ten (10) and Eleven (11) in Block Four (4) and part of vacated Maple Street, City of Kaukauna, Outagamie County, Wisconsin

is hereby rezoned from Industrial District (IND) to Institutional District (IT), as regulated by Section 17.25 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 5: That the following described property:

All of Lot Twelve (12), in Block Four (4), Kaukauna Island Plat No. 4, City of Kaukauna, Outagamie County, Wisconsin according to the recorded Assessor's Plat of said City

is hereby rezoned from Residential Two-Family District (RTF) to Institutional District (IT), as regulated by Section 17.25 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 6: That the following described property:

All of Lot Thirteen (13), in Block Four (4), Kaukauna Island Plat No. 4, City of Kaukauna, Outagamie County

is hereby rezoned from Residential Two-Family District (RTF) to Institutional District (IT), as regulated by Section 17.25 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 7: That the Clerk is directed to amend the City of Kaukauna Zoning Map in conformity with the provisions of this ordinance.

SECTION 8: That all other ordinances in conflict herewith are hereby repealed.

SECTION 9: That the ordinance shall take effect upon its passage and publication according to law.

Introduced and adopted by Common Council on the 15th day of September, 2026.

APPROVED: _____

Anthony J. Penterman, Mayor

ATTEST: _____

Kayla Nessmann, Clerk



MEMO

PLANNING & COMMUNITY DEVELOPMENT

To: Common Council
 From: Adrienne Nelson, Associate Planner
 Date: September 10, 2026
 Re: Ordinance and Fee Update Introduction

Planning and Community Development staff received a request from an alder to look into updating department fees to ensure they are still covering costs when it comes to staff review, published notices, and mailings. The below research was done to provide Common Council with the information necessary to direct staff on next steps.

Certified Survey Map (CSM)

- **Current Fee:** \$10.00 per lot (max. 4 lots)
- **Municipal Code:** [18.22\(3\)](#), fee is set by resolution
- **Department Review:** Planning and Community Development Department, Engineering Department
- **Review Bodies:** Plan Commission, Legislative Committee, Common Council
- **Public Notification:** N/A
- **Fee Comparison:**
 - [City of Appleton:](#) \$200.00 + \$25.00 per lot
 - [City of Menasha:](#) \$150.00 + \$25.00 per lot
 - [City of Neenah:](#) \$150.00
 - [Village of Harrison:](#) \$75.00
 - [Village of Kimberly:](#) \$75.00
 - [Village of Little Chute:](#) \$150.00
 - [Village of Wrightstown:](#) 100.00 per lot
 - **Average:** The average fee for a two lot CSM is \$157.14.

Payment in Lieu of Dedication

- **Current Fee:** \$250.00 per residential lot created
- **Municipal Code:** [18.11\(2\)\(c\)\(2\)](#), fee is \$250.00 per residential lot created
- **Department Review:** N/A, part of plat review process
- **Review Bodies:** N/A, part of plat review process
- **Public Notification:** N/A
- **Fee Comparison:**
 - **City of Appleton:** \$900.00 or \$1,100.00 per dwelling unit, depending on zoning
 - **City of Menasha:** \$550.00 per dwelling unit
 - **City of Neenah:** \$1,000.00 per acre
 - **Village of Harrison:** \$1,366.00 per single-family dwelling unit or \$1,267.00 per multifamily dwelling unit
 - **Village of Kimberly:** \$500.00 per single-family dwelling unit or \$1,000.00 per two-family dwelling unit
 - **Village of Little Chute:** \$600.00 per dwelling unit or \$600.00 for each 2,000 square feet of land for a multifamily lot
 - **Village of Wrightstown:** N/A
 - **Average:** Excluding Neenah and Wrightstown, the average fee for payment in lieu of dedication is \$783.20 per single-family dwelling unit.

Preliminary Plat Review

- **Current Fee:** \$200.00
- **Municipal Code:** [18.22\(2\)](#), fee is set by resolution
- **Department Review:** Planning and Community Development Department, Engineering Department
- **Review Bodies:** Plan Commission, Legislative Committee, Common Council
- **Public Notification:** N/A
- **Fee Comparison:**
 - **City of Appleton:** \$500.00 + \$25.00 per lot
 - **City of Menasha:** \$125.00
 - **City of Neenah:** \$150.00 + \$35.00 per lot
 - **Village of Harrison:** \$200.00 + \$5.00 per lot
 - **Village of Kimberly:** \$200.00 + \$5.00 per lot
 - **Village of Little Chute:** \$200.00 + \$20.00 per lot

- **Village of Wrightstown:** \$300.00
- **Average:** The average fee for a preliminary plat for a fifty lot subdivision would be \$882.14.

Final Plat Review

- **Current Fee:** \$200.00
- **Municipal Code:** [18.22\(2\)](#), fee is set by resolution
- **Department Review:** Planning and Community Development Department, Engineering Department
- **Review Bodies:** Plan Commission, Legislative Committee, Common Council
- **Public Notification:** N/A
- **Fee Comparison:**
 - **City of Appleton:** \$250.00 + \$25.00 per lot
 - **City of Menasha:** \$250.00 + \$25.00 per lot
 - **City of Neenah:** \$100.00 + \$10.00 per lot
 - **Village of Harrison:** \$100.00 + \$5.00 per lot
 - **Village of Kimberly:** \$100.00 + \$5.00 per lot
 - **Village of Little Chute:** \$300.00
 - **Village of Wrightstown:** \$200.00
 - **Average:** The average fee for a final plat for a fifty lot subdivision would be \$685.71.

Site Plan

- **Current Fee:** \$0.00
- **Municipal Code:** [14.07](#), no fee mentioned
- **Department Review:** Planning and Community Development Department, Engineering Department, Building Inspection Department, Fire Department
- **Review Bodies:** Redevelopment Authority (if applicable), Industrial Park Commission (if applicable), Plan Commission
- **Fee Comparison:**
 - **City of Appleton:** \$500.00 for minor review and \$800.00 for standard review
 - **City of Menasha:** \$150.00 to \$650.00, depending on developed area ratio
 - **City of Neenah:** \$200.00 for minor review and \$400.00 for major review

- **Village of Harrison:** \$300.00 for commercial review and \$500.00 for industrial review
- **Village of Kimberly:** \$300.00 for commercial review and \$500.00 for industrial review
- **Village of Little Chute:** \$300.00 for minor review and \$600.00 for standard review
- **Village of Wrightstown:** \$150.00
- **Average:** The average fee for a standard industrial site plan review is \$475.57.
 - **Note:** The fee amount used for Menasha in this calculation is the median number - \$400.00.

Special Exception

- **Current Fee:** \$100.00
- **Municipal Code:** 17.47(7), fee is \$25.00
- **Department Review:** Planning and Community Development Department
- **Review Bodies:** Plan Commission (x2), Common Council (x2)
- **Public Notification:** Class 2 notice, notice mailed to interested parties as determined by the City Plan Commission (usually property owners within 100-500')
 - **Note:** The public notification costs for the most recent special exception was \$84.79. The cost for mailing notices was around \$19.89 and was mailed to all property owners within 100'. The total cost was around \$104.68.
- **Fee Comparison:**
 - **City of Appleton:** \$600.00
 - **City of Menasha:** \$350.00
 - **City of Neenah:** \$500.00
 - **Village of Harrison:** \$350.00
 - **Village of Kimberly:** \$350.00
 - **Village of Little Chute:** \$450.00
 - **Village of Wrightstown:** \$250.00
 - **Average:** The average fee for a special exception is \$407.14.

Variance

- **Current Fee:** \$100.00
- **Municipal Code:** [17.50\(7\)](#), fee is \$100.00
- **Department Review:** Planning and Community Development Department
- **Review Bodies:** Board of Appeals
- **Public Notification:** Class 2 notice
 - **Note:** The public notification costs for the most recent variance was \$65.08.
- **Fee Comparison:**
 - [City of Appleton](#): \$350.00
 - [City of Menasha](#): \$350.00
 - [City of Neenah](#): \$350.00
 - [Village of Harrison](#): \$350.00
 - [Village of Kimberly](#): \$500.00
 - [Village of Little Chute](#): \$450.00
 - [Village of Wrightstown](#): \$125.00 for residential, \$250.00 for commercial
 - **Average:** The average fee for a variance is \$353.57.
 - **Note:** The fee amount used for Wrightstown in this calculation is \$125.00, as residential variances are more common.

Zoning Change

- **Current Fee:** \$100.00
- **Municipal Code:** [17.51\(6\)](#), fee set by resolution
- **Department Review:** Planning and Community Development Department
- **Review Bodies:** Plan Commission, Legislative Committee, Common Council (x2)
- **Public Notification:** Class 2 notice, notice mailed to interested parties is not required per Code but is usually given to property owners within 200'
 - **Note:** The public notification costs for the most recent zoning change was \$129.15. The cost for mailing notices was around \$21.06 (waiting on Graci for confirmation) and was mailed to all property owners within 200'. The total cost was around \$150.21.
- **Fee Comparison:**

- [City of Appleton:](#) \$600.00
- [City of Menasha:](#) \$350.00
- [City of Neenah:](#) \$500.00
- [Village of Harrison:](#) \$400.00
- [Village of Kimberly:](#) \$350.00
- [Village of Little Chute:](#) \$450.00
- [Village of Wrightstown:](#) \$400.00
- **Average:** The average fee for a zoning change is \$435.71.

Staff Recommendation

Staff is recommending the following:

- That ordinance language is updated so that all fees are set by resolution.

Staff is requesting the following:

- Direction on if specific notice requirements outside of the class 2 notice should be codified for special exceptions and rezones.
- Direction on if the Common Council would like to pursue any fee updates.





MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
From: Adrienne Nelson, Associate Planner
Date: September 10, 2026
Re: Extraterritorial CSM Review – Parcels 030019202 & 030019600 (Town of Buchanan)

Scott Andersen, surveyor, has submitted a certified survey map on behalf of Kaukauna Storage LLC c/o Brian VanLanen, owner of parcels 030019202 and 030019600, for the adjustment of lot lines.

These parcels fall within the extraterritorial review area of the City of Kaukauna. They are contiguous to existing land within the City of Kaukauna and, although there are no plans for annexation at this time, could feasibly be annexed in the future.

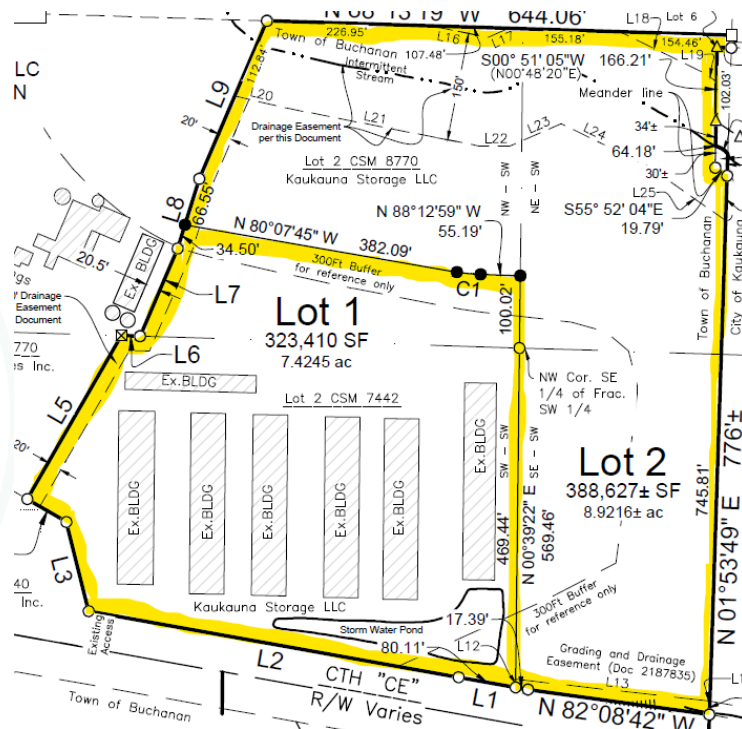
This CSM was originally brought before the Plan Commission at the [July 9th, 2026](#) meeting, where concerns were raised that the adjusting of these lot lines would not leave enough room for planned residential development as per the City's Comprehensive Plan. The Plan Commission requested that the CSM be brought back at a later date with additional information showing that the lot line shift would not affect future residential development. Additional documentation was provided at the Plan Commission meeting on [September 3rd, 2026](#), showing that future residential development would still be feasible. At that meeting, the commissioners recommended approval of the CSM to the Common Council.

The application and a draft of the CSM are attached to this report, as well as a concept plat showing what a future residential neighborhood might look like following adjustment of the lot line. The current map and proposed map are shown below for additional detail.

Current:



Proposed:



Recommendation:

Staff recommends approval of the extraterritorial certified survey map resolution adjusting the lot line between parcels 030019202 and 030019600.



Certified Survey Map No. _____

Lot 2 of CSM 7442 (Doc. 2116139) and Lot 2 CSM 8770 (Doc. 2324667), Part of the NW 1/4 of the Frac. SW 1/4 and Part of the NE 1/4 of the Frac. SW 1/4 and Part of the SW 1/4 of the Frac. SW 1/4, and Part of the SE 1/4 of the Frac. SW 1/4, ALL of Section 30, Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin.

LEGEND

●

3/4" x 18" Steel Rebar
@ 1.50lbs/LF SET

△

1 1/4" Rebar Found

○

3/4" Rebar Found

□

1" Iron Pipe Found

⊠

Chiseled "X" Found

⊙

Government Corner

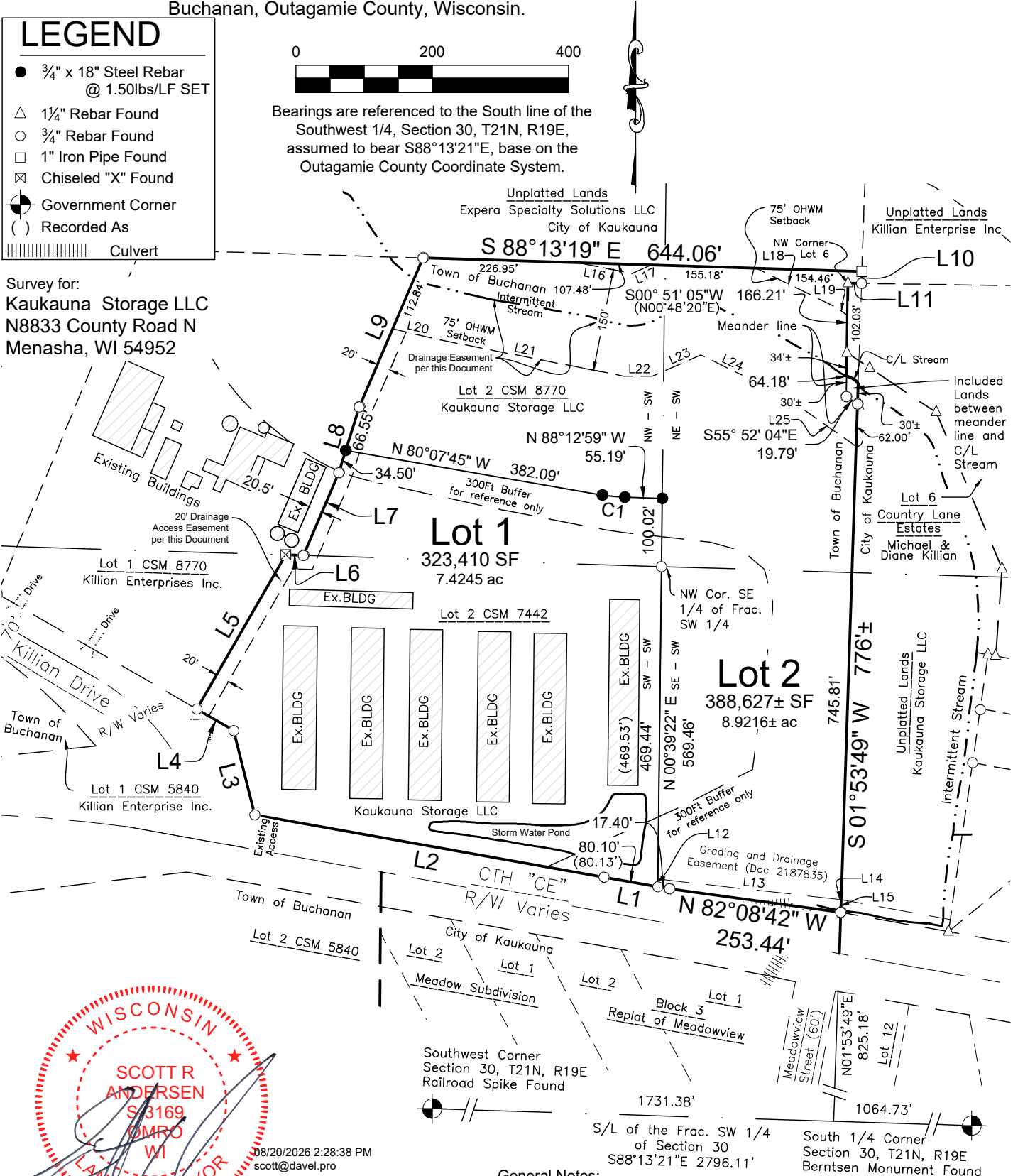
()

Recorded As

|||||

Culvert

Survey for:
Kaukauna Storage LLC
N8833 County Road N
Menasha, WI 54952



WISCONSIN

SCOTT R. ANDERSEN

S 3169

OMPRO

WI

LAND SURVEYOR

08/20/2026 2:28:38 PM

scott@davel.pro

Scott R. Andersen
Professional Land Surveyor
No. S-3169

Date



DAVEL ENGINEERING &
ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-441-0804
www.davel.pro

- General Notes:
- Public Trust Information** - 236.20 (6) "Any land below the ordinary high water mark of a lake or a navigable stream is subject to the public trust in navigable waters that is established under article IX, section 1, of the state constitution."
 - Wetland Note:** Prior to development, a wetland delineation may be required on lot 2, per Town of Buchanan Stormwater Ordinance. A wetland setback may be required depending on the susceptibility of the wetland.
 - CTH CE is access controlled.** Any changes in access or work in the highway right of way requires a permit from the Outagamie County Highway Department.
 - Restriction** - Section 52.123(1) Lot 2 has no direct vehicular access from CTH CE and is therefore not buildable as a lot without further access.
- *Curve table on Sheet 5.

File: 8308CSM2.dwg
Date: 08/11/2026
Drafted By: Kristy
Sheet: 1 of 8

Certified Survey Map No. _____

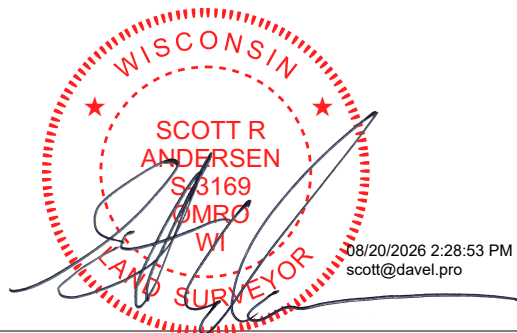
Lot 2 of CSM 7442 (Doc. 2116139) and Lot 2 CSM 8770 (Doc. 2324667), Part of the NW 1/4 of the Frac. SW 1/4 and Part of the NE 1/4 of the Frac. SW 1/4 and Part of the SW 1/4 of the Frac. SW 1/4, and Part of the SE 1/4 of the Frac. SW 1/4, ALL of Section 30, Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin.

Surveyor's Certificate

I, Scott R. Andersen, Professional Land Surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the Town of Buchanan and Outagamie County, and under the direction of Kaukauna Storage LLC, the property owners of said land, I have surveyed, divided, mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is Lot 2 of CSM 7442 (Doc. 2116139) and Lot 2 CSM 8770 (Doc. 2324667), Part of the NW 1/4 of the Frac. SW 1/4 and Part of the NE 1/4 of the Frac. SW 1/4 and Part of the SW 1/4 of the Frac. SW 1/4, and Part of the SE 1/4 of the Frac. SW 1/4, ALL of Section 30, Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin, containing 712,037± Square Feet (16.3461± Acres) of land.

Described Parcel includes the land between the described meander line and the Center line of the Intermittent Stream. Described parcel is subject to Riparian rights and subject to all easements and restrictions of record.

Given under my hand this 20th day of August, 2026.



Scott R. Andersen,
Wisconsin Professional Land Surveyor No. S-3169

LINE TABLE				
Line	Bearing	Length	(Bearing)	(Length)
L1	N 79°53'52" W	97.50'	(N79°53'23"W)	
L2	N 79°53'51" W	520.40'	(N79°53'22"W)	
L3	N 14°02'36" W	127.60'	(N13°53'00"W)	(127.63')
L4	N 59°58'40" W	62.31'	(N60°07'12"W)	(62.54')
L5	N 29°52'48" E	260.98'		(260.87')
L6	S 88°12'59" E	26.15'		
L7	N 23°11'53" E	131.92'		
L8	N 17°14'02" E	101.05'		
L9	N 23°11'53" E	237.66'		
L10	S 01°53'49" W	17.28'		
L11	N 89°11'07" W	19.78'	(S89°11'40"E)	
L12	N 00°39'22" E	11.14'	(N00°39'11"E)	(11.15')
L13	S 83°34'48" E	267.38'	(S83°34'59"E)	(267.17')
L14	S 79°53'13" E	3.02'		
L15	S 01°53'49" W	18.41'	(S00°48'20"W)	(18.56')
L16	S 78°52'13" E	80.91'		
L17	N 66°20'26" E	30.61'		
L18	S 63°53'53" E	129.53'		
L19	S 54°55'20" E	20.79'		
L20	S 76°41'28" E	72.91'		
L21	S 78°52'13" E	272.34'		
L22	S 89°42'09" E	42.48'		
L23	N 66°20'26" E	77.77'		
L24	S 63°53'53" E	135.51'		
L25	S 54°55'20" E	129.70'		

Certified Survey Map No. _____

Lot 2 of CSM 7442 (Doc. 2116139) and Lot 2 CSM 8770 (Doc. 2324667), Part of the NW 1/4 of the Frac. SW 1/4 and Part of the NE 1/4 of the Frac. SW 1/4 and Part of the SW 1/4 of the Frac. SW 1/4, and Part of the SE 1/4 of the Frac. SW 1/4, ALL of Section 30, Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin.

Owner's Certificate

Kaukauna Storage LLC, a limited liability company duly organized and existing under and by virtue of the Laws of the State of Wisconsin, as the property owner, does hereby certify that we caused the land above described to be surveyed, divided, and mapped all as shown and represented on this map.

We do further certify this Certified Survey Map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Outagamie County Department of Development & Land Services
Town of Buchanan
City of Kaukauna (extraterritorial)

In the presence of: Kaukauna Storage LLC

Managing Member	Print Name	Date
-----------------	------------	------

State of Wisconsin)
)SS
_____) County)

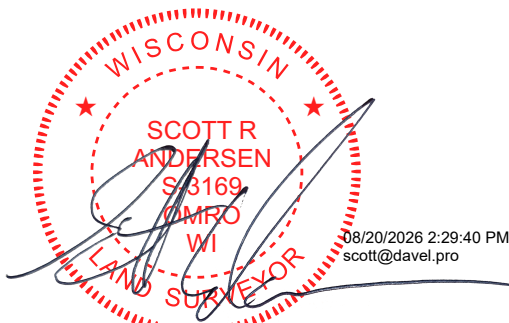
Personally came before me on the _____ day of _____, 20_____, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

My Commission Expires _____

Notary Public, Wisconsin

Town Notes:

- 1) Right to Farm statement: The lots created on this map are adjacent to properties that, as of the date of this document, are being used for agricultural purposes. Some individuals believe the activities associated with the agricultural use constitute a nuisance or conflict with the quiet enjoyment of their property. This statement is intended to provide third parties with notice agricultural activities may exist on the adjacent properties.
- 2) Arsenic Statement: The lot(s) shown on this map are located in the Special Well Casing Pipe Depth Area ("SWCPDA"). The "SWCPDA" has been established due to naturally occurring arsenic contamination problems affecting wells in this area. Anyone planning on drilling a well within the "SWCPDA" shall, prior to any drilling, consult the Wisconsin Department of Natural Resources, or a drilling professional, to determine how to comply with the provisions of s. NR 812.12(3) of the Wisconsin Administrative code.
- 3) Drain Tile Statement: Any agricultural drain tile which is disturbed, cut or broken as part of the development of the CSM or excavation for construction must be repaired and/or relocated to allow for the drain tile to continue to drain as originally designed. The cost of repair and/or replacement of the drain tile must be borne by the party damaging the drain tile.
- 4) Floodplain, Navigable Streams & Wetlands: Prior to development, floodplain, navigable stream and a wetland delineations may be required. All required buffers/setbacks shall be shown at that time.



Scott R. Andersen
Professional Land Surveyor
No. S-3169

7/29/2026 5:51 PM J:\Projects\8308kau\dwg\Civil 3D\8308CSM2.dwg Printed by: scott

File: 8308CSM2.dwg
Date: 07/29/2026
Drafted By: scott
Sheet: 3 of 8

Certified Survey Map No. _____

Lot 2 of CSM 7442 (Doc. 2116139) and Lot 2 CSM 8770 (Doc. 2324667), Part of the NW 1/4 of the Frac. SW 1/4 and Part of the NE 1/4 of the Frac. SW 1/4 and Part of the SW 1/4 of the Frac. SW 1/4, and Part of the SE 1/4 of the Frac. SW 1/4, ALL of Section 30, Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin.

Access and Drainage Easement Provisions

An easement for Access and Drainage is hereby granted by:

Kaukauna Storage LLC, their respective lessees, successors, heirs or assigns, (Grantor), to:

THE TOWN OF BUCHANAN, (Grantee),
THE CITY OF KAUKAUNA, (Grantee),

This Grantor, their respective lessees, successors, heirs or assigns, shall have full use and enjoyment of the property referenced above provided that such use does not interfere with Grantee's right to install, replace, operate, maintain and repair said Drainage and associated appurtenances.

Drainage and grading easement restrictions. The following uses, structures and activities are prohibited in any easement or outlot used for drainage: filling, grading and excavating except for the construction of public streets, utility crossings and drainage improvements and facilities; construction or placement of any building or structure including fences; the cultivation of crops, fruits or vegetables; the planting of trees or shrubs; the dumping or depositing of ashes, waste, compost, temporary fill, or materials of any kind or nature; the storage of vehicles, equipment, materials, or personal property of any kind. These restrictions may be enforced by any lot owner, homeowners' association or the Town of Buchanan by proceedings in law or equity against any person violating or attempting to violate the restriction.

Drainage maintenance easement. The Town of Buchanan and/or the City of Kaukauna shall have the independent and unqualified right to enter upon any easement area or outlot designated for drainage and grading for the purposes of inspection, maintenance, repair, and replacement of drainageways, drainage facilities, and drainage improvements.

Access Easement: Any Town and/or City personnel required to access the Drainage Easement, shall have the right to travel within the outlined Access Easement to access the Drainage Easement in the event of any required inspection or maintenance within the Drainage Easement. Grantor shall not construct or install buildings or any other permanent structures or improvements within the easement premises.

Maintenance of said easements is the sole responsibility of the Land Owner for the purpose of managing and maintaining safe and easy access for the Grantee throughout the easement.

This Access Easement shall be permanent and constitute a covenant running with the land, for the benefit of Any Town and/or City personnel acting in the line of duty. This Easement may only be modified or terminated by a written document signed on behalf of Grantor as long as a new easement of equal or improved width and access is recorded prior to the modification or termination of the one outlined in this Document and recorded with the Register of Deeds for Outagamie County.

The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

The Town and/or may, in its discretion, perform such work and assess the cost of such inspection, maintenance, repair, and replacement, including administrative costs, to all lots benefited thereby. Such costs shall be levied as special assessments and placed on the annual tax roll.

The purchase or ownership of any lot shall constitute a waiver of objection to such assessments and an agreement to pay said assessments.

The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

In the presence of: Kaukauna Storage, LLC

Managing Member	Print Name	Date
State of Wisconsin))SS _____ County)		

Personally came before me on the _____ day of _____, 2026,
The above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

_____ My Commission Expires _____
Notary Public, Wisconsin



08/20/2026 2:29:58 PM
scott@davel.pro

Scott R. Andersen
Professional Land Surveyor
No. S-3169

_____ Date

Certified Survey Map No. _____

Lot 2 of CSM 7442 (Doc. 2116139) and Lot 2 CSM 8770 (Doc. 2324667), Part of the NW 1/4 of the Frac. SW 1/4 and Part of the NE 1/4 of the Frac. SW 1/4 and Part of the SW 1/4 of the Frac. SW 1/4, and Part of the SE 1/4 of the Frac. SW 1/4, ALL of Section 30, Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin.

Consent of Corporate Mortgagee

U.S. Bank National Association, a corporation duly organized and existing under and by virtue of the laws of the United States of America, mortgagee of the herein described lands, does hereby consent to the survey, combining, mapping & dedicating as described and represented on this map, and does consent to the certificate of Kaukauna Storage LLC, owners of said lands.

IN WITNESS WHEREOF, the said U.S. Bank National Association, has caused these presents to be signed by it's

Authorized Financial Officers, at _____, Wisconsin and its Corporate seal to be affixed hereon

this _____ day of _____, 20_____

Authorized Financial Officer

Date _____

Print Name

Title

Authorized Financial Officer

Date _____

Print Name

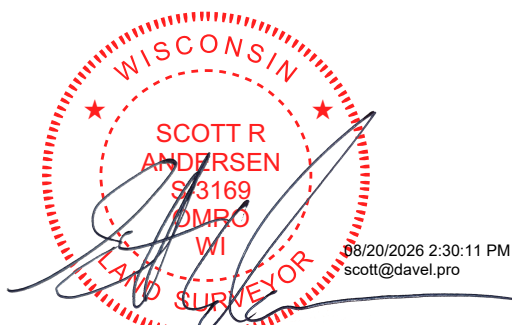
Title

State of Wisconsin)
)SS
County)

Personally came before me on the _____ day of _____, 20_____, the above named Authorized Financial Officers of U.S. Bank National Association, to me known to be the persons who executed the foregoing certificate and acknowledge the same.

Notary Public, Wisconsin

My Commission Expires _____



Scott R. Andersen
Professional Land Surveyor
No. S-3169

7/29/2026 5:51 PM J:\Projects\8308kau\dwg\Civil 3D\8308CSM2.dwg Printed by: scott

File: 8308CSM2.dwg
Date: 07/29/2026
Drafted By: scott
Sheet: 5 of 8

Certified Survey Map No. _____

Lot 2 of CSM 7442 (Doc. 2116139) and Lot 2 CSM 8770 (Doc. 2324667), Part of the NW 1/4 of the Frac. SW 1/4 and Part of the NE 1/4 of the Frac. SW 1/4 and Part of the SW 1/4 of the Frac. SW 1/4, and Part of the SE 1/4 of the Frac. SW 1/4, ALL of Section 30, Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin.

Consent of Corporate Mortgagee

Wolf River Community Bank, a corporation duly organized and existing under and by virtue of the laws of the state of Wisconsin, mortgagee of the herein described lands, does hereby consent to the survey, combining, mapping & dedicating as described and represented on this map, and does consent to the certificate of Kaukauna Storage LLC, owners of said lands.

IN WITNESS WHEREOF, the said Wolf River Community Bank, has caused these presents to be signed by it's

Authorized Financial Officers, at _____, Wisconsin and it's Corporate seal to be affixed hereon

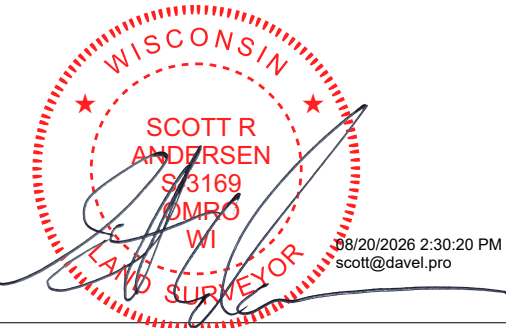
this _____ day of _____, 20____

_____	_____
Authorized Financial Officer	Date
_____	_____
Print Name	Title
_____	_____
Authorized Financial Officer	Date
_____	_____
Print Name	Title

State of Wisconsin)
)SS
_____ County)

Personally came before me on the _____ day of _____, 20____, the above named Authorized Financial Officers of Wolf River Community Bank, to me known to be the persons who executed the foregoing certificate and acknowledge the same.

_____ My Commission Expires _____
Notary Public, Wisconsin



Scott R. Andersen Date
Professional Land Surveyor
No. S-3169

Certified Survey Map No. _____

Lot 2 of CSM 7442 (Doc. 2116139) and Lot 2 CSM 8770 (Doc. 2324667), Part of the NW 1/4 of the Frac. SW 1/4 and Part of the NE 1/4 of the Frac. SW 1/4 and Part of the SW 1/4 of the Frac. SW 1/4, and Part of the SE 1/4 of the Frac. SW 1/4, ALL of Section 30, Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin.

Town of Buchanan Approval Certificate

Resolved, that this certified survey map in the Town of Buchanan, Outagamie County, Kaukauna Storage LLC, the property owner, is hereby approved by the Town Board of the Town of Buchanan.

Town Chair

Print Name

Date

I hereby certify that the foregoing is a copy of a resolution adopted by the Town Board of the Town of Buchanan.

Clerk

Print Name _____

Date _____

Treasurers' Certificate

We, being the duly elected, qualified and acting Treasurers' of the Town of Buchanan and Outagamie County, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on and of the land included in this certified survey map.

Town Treasurer

Print Name _____

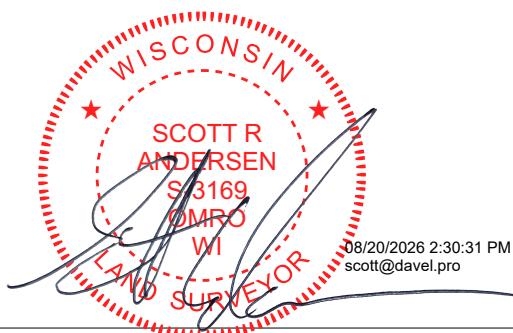
Date _____

County Treasurer

Print Name _____

Date _____

CURVE TABLE					
Curve	Radius	Chord Direction	Chord Length	Arc Length	Central Angle
C1	233.00'	N 84°10'22" W	32.86'	32.89'	8°05'14"



Scott R. Andersen
Professional Land Surveyor
No. S-3169

Date _____

Certified Survey Map No. _____

Lot 2 of CSM 7442 (Doc. 2116139) and Lot 2 CSM 8770 (Doc. 2324667), Part of the NW 1/4 of the Frac. SW 1/4 and Part of the NE 1/4 of the Frac. SW 1/4 and Part of the SW 1/4 of the Frac. SW 1/4, and Part of the SE 1/4 of the Frac. SW 1/4, ALL of Section 30, Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin.

City of Kaukauna Approval Certificate (Extraterritorial)

Resolved, that this certified survey map in the Town of Buchanan, Outagamie County, Kaukauna Storage LLC, the property owner, is hereby approved by the City of Kaukauna.

Mayor

Print Name _____

Date _____

Outagamie County Department of Development & Land Services Certificate

Resolved, that this certified survey map in the Town of Buchanan, Outagamie County, Kaukauna Storage LLC, the property owner, is hereby approved by Outagamie County.

Department Representative

Print Name _____

Date _____

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

the property owners of record:
Kaukauna Storage LLC

Recording Information:
Document No. 2117404

Parcel Number(s):
030019202

Document No. 2325225
Document No. 2329856

030019600



WISCONSIN

SCOTT R.
ANDERSEN
S3169
DMRO
WI
LAND SURVEYOR

08/20/2026 2:30:41 PM
scott@davel.pro

Scott R. Andersen
Professional Land Surveyor
No. S-3169

Date _____

Jul 29, 2026 - 05:52 PM J:\Projects\8308kau\dwg\Civil 3D\8308CSM2.dwg Printed by: scott

File: 8308CSM2.dwg
Date: 07/29/2026
Drafted By: scott
Sheet: 8 of 8

RESOLUTION 2026-_____

**RESOLUTION APPROVING A CERTIFIED SURVEY MAP LOCATED
WITHIN THE CITY OF KAUKAUNA EXTRATERRITORIAL PLAT
APPROVAL JURISDICTION (TOWN OF BUCHANAN)**

WHEREAS, Brian VanLanen, as owner of Parcels 030019202 and 030019600, has presented a Certified Survey Map to the City of Kaukauna Common Council as prepared by Scott R. Andersen, a registered Land Surveyor, for the purposes of adjusting lot lines between two parcels; and

WHEREAS, the subject property is located in the Town of Buchanan, Outagamie County, Wisconsin, and lies within the City of Kaukauna's extraterritorial plat approval jurisdiction pursuant to Wis. Stat. § 236.10; and

WHEREAS, the Certified Survey Map has been reviewed in accordance with applicable provisions of Wis. Stat. § 236; and

WHEREAS, the Plan Commission has reviewed the Certified Survey Map and recommended approval; and

WHEREAS, the Certified Survey Map describes the following lands:

Lot 2 of CSM 7442 (Doc. 2116139) and Lot 2 CSM 8770 (Doc. 2324667), Part of the NW 1/4 of the Frac. SW 1/4 and Part of the NE 1/4 of the Frac. SW 1/4 and Part of the SW 1/4 of the Frac. SW 1/4, and Part of the SE 1/4 of the Frac. SW 1/4, ALL of Section 30, Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin, containing 712,037± Square Feet (16.3461± Acres) of land.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin, that the Certified Survey Map as submitted and on file with the City Clerk is hereby approved.

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 15th day of September, 2026.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Kayla Nessmann, City Clerk

**APPLICATION: CERTIFIED SURVEY MAP REVIEW FORM**

This application is required if you are seeking to divide, combine, or reconfigure up to four parcels. All parcels must meet the dimensional requirements as set forth in their zoning district. Information on zoning districts can be found in [Section 17 of the Municipal Code](#). Information on certified survey maps can be found in [Section 18.29 of the Municipal Code](#). Please note that the City of Kaukauna has extraterritorial review authority for any certified survey maps created for parcels located in townships within three miles of city borders.

Petitioner Information:

Name: Davel Engineering & Environmental Inc / Scott Andersen

Mailing Address: 1164 Province Terrace, Menasha, WI 54952

Phone Number: [REDACTED]

Email: [REDACTED]

***Property Owner Information (If Not Petitioner):**

Name: Kaukauna Storage LLC c/o Brian VanLanen

Mailing Address: N8833 County Road N, Menasha, WI 54952

Phone Number: [REDACTED]

Email: [REDACTED]

Property Information:

Site Address/Location: 030019202 & 030019600

Lot Dimensions and Area: 712,037 SF

Current Zoning: AGD & CL

Number of Lots to be Created: 0 (2 existing parcels - Lot line adjustment)

***If multiple owners are involved, please add all additional owner information on an attached document.**

Please State Reason(s) for Certified Survey Map Review Request:

Extraterritorial Review. Lot line Adjustment.

Additional Requirements: For Certified Survey Map review, professionally drawn maps are required to be submitted. These maps must include all structures, lot lines, and streets with distances to each. Maps should be drawn to a scale of not less than 1":1,000'. Additional information may also be requested as may be appropriate per the proposal being made.

Lot Division by CSM (1-4 lots) Fee Schedule: \$10.00/lot based on total lots

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: Certified survey map reviews often require action by multiple governmental bodies and 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:

DocuSigned by:
Scott Andersen 6/16/2026
695015AE4EAB48D...

Signature of Owner (If Not Petitioner):

Signed by:
Brian Vanlanen 6/16/2026
755CB4A96331483...

Date Submitted to the City of Kaukauna:

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: 6/17/2026

Payment Received: 6/17/2026

Payment Receipt #: N/A

Certified Survey Map Reviewed: ☒

Plan Commission Approval: 9/3/2026

Legislative Committee Approval:

Common Council Approval:

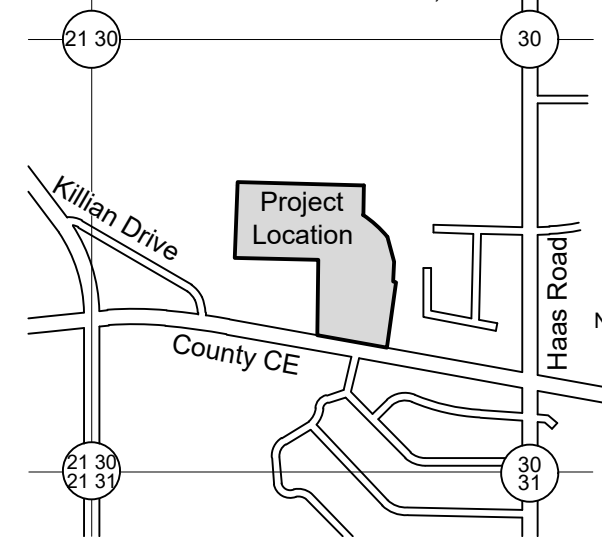
Signature of Planning & Community Dev. Staff:

NAME TBD

Lot 2 of CSM 8770 and Part of the Northeast 1/4 of the Fractional Southwest 1/4 and Part of the Southeast 1/4 of the Fractional Southwest 1/4 of Section 30, Township 21 North, Range 19 East, City of Kaukauna, Outagamie County, Wisconsin.

LOCATION MAP

SW 1/4 SEC 30, T 21 N, R 19 E,
TOWN OF BUCHANAN / CITY OF KAUKAUNA
OUTAGAMIE COUNTY, WI



Aug 27, 2026 - 01:42 PM J:\Projects\8308\kau.dwg Civil 3D\8308Plat.dwg Printed by: scott

DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1886 Fax: 920-441-0804
www.davel.pro



Concept PLAT

Kaukauna Storage Land
Town of Buchanan / City of Kaukauna, Outagamie County, WI
For: Kaukauna Storage LLC

Date: 08/27/2026

Filename: 8308Plat.dwg

Author: SRA

Last Saved by: scott

Page 1 of 1

LEGEND

OH	OH	Overhead Utility Lines	Sanitary MH / Tank / Base	Post / Guard Post
Sto	Sto	Storm Sewer (Pipe Size)	Storm Manhole	Benchmark
G	G	Underground Gas Line	Inlet	Asphalt Pavement
T	T	Underground Telephone	Catch Basin / Yard Drain	Concrete Pavement
Fence - Steel			Hydrant	Gravel
Treeline			Utility Valve	
Culvert			Utility Meter	
Index Contour - Existing			Utility Pole	
Intermediate Contour - Existing			Light Pole / Signal	

BENCHMARKS (NAVD88)

BM0	NGS Benchmark	PID-DF5990, Designation - Buchanan C GPS	Elev 728.40'
BM1	Nail in Power Pole# 54B3 10/11	±225' NE of CTH "CE" & Meadowview St. Int.	Elev 717.85'
BM2	Nail in Power Pole #54B3 7/11	±330' NW of CTH "CE" & Meadowview St. Int.	Elev 720.23'
BM3	Mag Nail Set in 42" Culvert	East End of the Southerly of (3) 42" Parallel Culverts	Elev 711.47'
BM4	Fire Hydrant, Tag Bolt	SE Quad of Camden Way & Stub Road	Elev 720.08'

Storm Structures

Structure	#	Rim	Inv	Size	Material	Direction
CB	A	718.76	717.02	6"	PVC	NW
CB	B	718.20	717.16	15"	PVC	SE
MH	C	719.94				
INL	D	716.66	712.98	12"	PVC	W
INL	E	715.84	712.54	12"	PVC	E
			712.30	12"	PVC	N

Sanitary Structures

Structure	#	Rim	Inv	Size	Material	Direction
MH	1	717.57	704.04	8"	PVC	N
			704.04	8"	PVC	S

60 0 60 120 180

Bearings are referenced to the Outagamie County coordinate system



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
From: John Neumeier, Director of Public Works/City Engineer
Date: September 10, 2026
Re: Kaukauna Utilities Amendment

In 2014, the City entered into a Lease and Memorandum of Understanding, and associated easements for access and utilities, with Outagamie County for the installation and maintenance of a communications tower at 809 Boyd Avenue. The easement and agreement were not recorded and were not identified by City staff as part of the recent CSM for the Kaukauna Water Treatment Plant #1. The existing easement would cause issues with the development of the site for KU. KU and Outagamie County have discussed the changes needed to make the site work for both parties. The City and Outagamie County can make amendments to the agreement to adjust the width of the easement to accommodate, and those amendments must then be approved by the City's Common Council and by the County Board of Supervisors.

Plan Commission reviewed the amendment document at their [September 3rd, 2026](#) and recommended approval to the Common Council.

Recommendation:

Staff recommend approving the document "First Amendment to Lease and Memorandum of Understanding Dated March 31, 2014" and authorizing Mayor Penterman or designee to sign.

FIRST AMENDMENT TO LEASE AND

MEMORANDUM OF UNDERSTANDING DATED MARCH 31, 2014

This First Amendment to Lease and Memorandum of Understanding ("Amendment"), dated _____, 2026, is entered into by and between Outagamie County, Wisconsin ("County"), and the City of Kaukauna, Wisconsin ("City").

WHEREAS, the parties entered into a Lease and Memorandum of Understanding dated March 31, 2014, concerning the construction, operation, and maintenance of a public safety communications tower located on City-owned property near Boyd Avenue in the City of Kaukauna ("Agreement"); and

WHEREAS, Exhibit A to the Agreement depicts a Tower Parcel and an Access and Utility Easement benefiting the County communications tower; and

WHEREAS, the City and Kaukauna Utilities are proceeding with construction of a water storage tank and related improvements in the vicinity of the communications tower; and

WHEREAS, the parties desire to modify the location and dimensions of the Access and Utility Easement to accommodate such improvements while preserving all access and utility rights necessary for the continued operation, maintenance, repair, replacement, and use of the communications tower;

WHEREAS, the parties have prepared a revised legal description and easement exhibit depicting the modified Access and Utility Easement, attached hereto as Exhibit A and Exhibit B, respectively; and

WHEREAS, the Agreement expressly contemplates amendment of the Access and Utility Easement and reserves to the City the right to amend the location and dimensions of the easement, provided continued access necessary for operation and maintenance of the tower is maintained.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. Amendment of Access and Utility Easement

Effective upon execution of this Amendment, the Access and Utility Easement depicted and described in Exhibit A of the Agreement is amended and replaced by the legal description attached hereto as Exhibit A and the easement exhibit attached hereto as Exhibit B, both of which are incorporated herein by reference.

The revised easement shall provide the County, its employees, agents, contractors, successors, and assigns with continued rights of ingress and egress and access to utilities reasonably necessary for the operation, maintenance, repair, replacement, and use of the communications tower and associated facilities.

2. No Impairment of Tower Operations

The parties acknowledge and agree that the purpose of this Amendment is to accommodate construction and operation of a municipal water storage facility and related infrastructure. Nothing contained herein shall be construed to materially impair the County's ability to access, operate, maintain, repair, replace, or utilize the communications tower and associated facilities.

3. Replacement of Prior Easement Description

To the extent any description, exhibit, map, sketch, legal description, or depiction of the Access and Utility Easement contained in the Agreement conflicts with Exhibit A or Exhibit B attached to this Amendment, Exhibit A and Exhibit B shall control.

4. Remaining Terms Unchanged

Except as expressly modified by this Amendment, all terms, conditions, covenants, and provisions of the Agreement remain in full force and effect.

5. Effective Date

This Amendment shall become effective upon approval and execution by both parties in accordance with Paragraph 15 of the Agreement.

Dated this ____ day of _____, 2026 Dated this ____ day of _____, 2026

For the City of Kaukauna

For Outagamie County

Anthony J. Penterman (or designee)
Mayor
City of Kaukauna

Thomas Nelson (or designee)
County Executive
Outagamie County

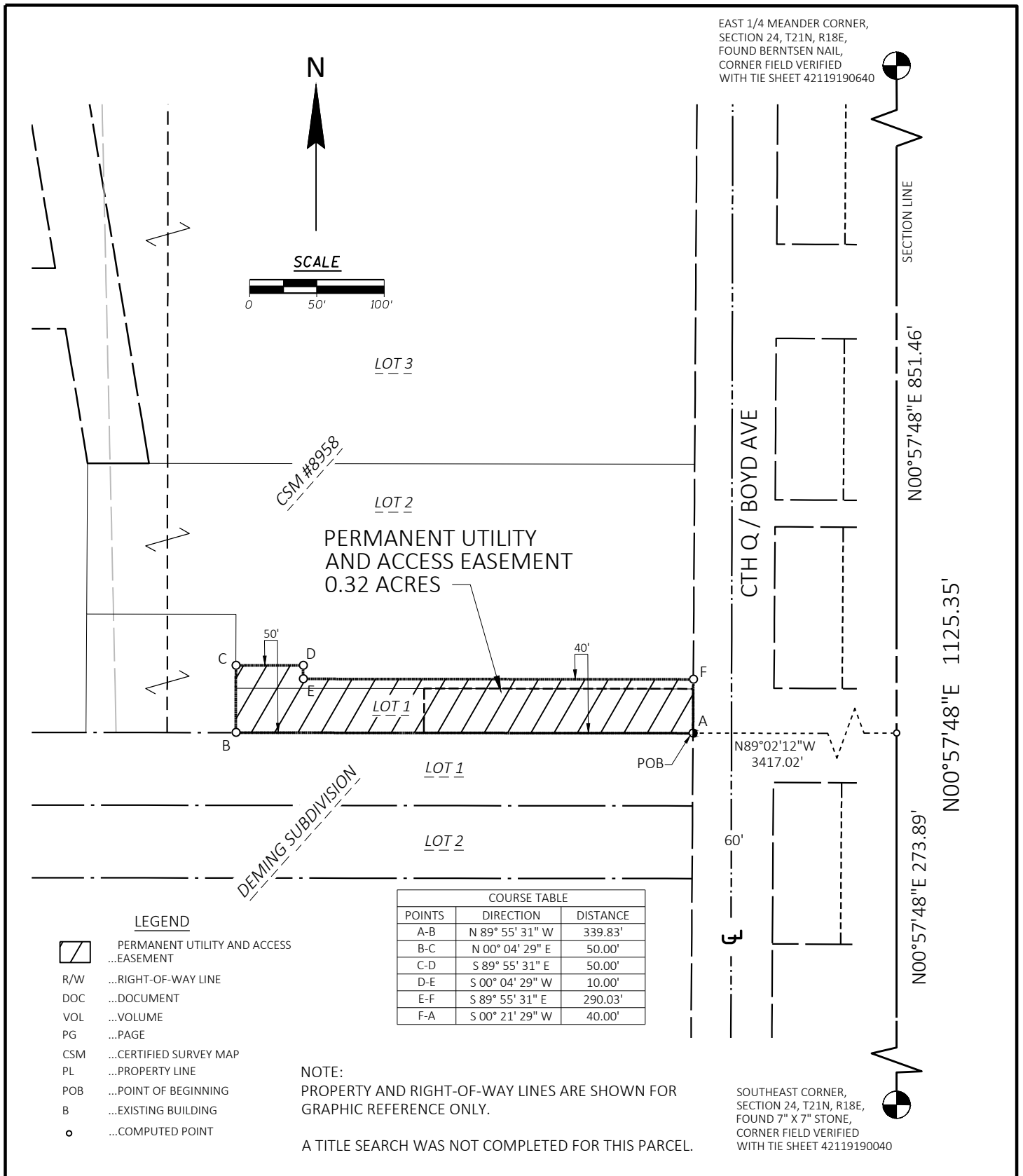
Exhibit A

Legal Description

A **permanent utility and access easement** located in part of Lot 1 and Lot 2, CSM #8958, Document No. 2353003, and part of Lot B, Government Lot 2, Section 24, T21N, R18E, City of Kaukauna, Outagamie County, Wisconsin, being more particularly described as follows:

Commencing at the Southeast corner of Section 24, T21N, R18E; Thence N00°57'48"E, along the East line of the Southeast Quarter of said Section 24, a distance of 273.89 feet; Thence N89°02'12"W, 3,417.02 feet, to the intersection of the westerly right-of-way line of CTH Q / Boyd Avenue and the southerly line of said Lot 1, CSM #8958, being the point of beginning; Thence N89°55'31"W, along said southerly line of Lot 1, CSM #8958, a distance of 339.83 feet; Thence N00°04'29"E, 50.00 feet; Thence S89°55'31"E, 50.00 feet; Thence S00°04'29"W, 10.00 feet; Thence S89°55'31"E, 290.03 feet to said westerly right-of-way line of CTH Q / Boyd Avenue; Thence S00°21'29"W, along a common line of the easterly line of said Lot 1 and Lot 2, CSM #8958, and westerly right-of-way line of CTH Q / Boyd Avenue, a distance of 40.00 feet to the point of beginning.

Said **permanent utility and access easement** contains 0.32 acres, more or less.



RESOLUTION 2026-5525

RESOLUTION APPROVING A CERTIFIED SURVEY MAP LOCATED WITHIN THE CITY OF KAUKAUNA EXTRATERRITORIAL PLAT APPROVAL JURISDICTION (TOWN OF BUCHANAN)

WHEREAS, Brian VanLanen, as owner of Parcels 030019202 and 030019600, has presented a Certified Survey Map to the City of Kaukauna Common Council as prepared by Scott R. Andersen, a registered Land Surveyor, for the purposes of adjusting lot lines between two parcels; and

WHEREAS, the subject property is located in the Town of Buchanan, Outagamie County, Wisconsin, and lies within the City of Kaukauna's extraterritorial plat approval jurisdiction pursuant to Wis. Stat. § 236.10; and

WHEREAS, the Certified Survey Map has been reviewed in accordance with applicable provisions of Wis. Stat. § 236; and

WHEREAS, the Plan Commission has reviewed the Certified Survey Map and recommended approval; and

WHEREAS, the Certified Survey Map describes the following lands:

Lot 2 of CSM 7442 (Doc. 2116139) and Lot 2 CSM 8770 (Doc. 2324667), Part of the NW 1/4 of the Frac. SW 1/4 and Part of the NE 1/4 of the Frac. SW 1/4 and Part of the SW 1/4 of the Frac. SW 1/4, and Part of the SE 1/4 of the Frac. SW 1/4, ALL of Section 30, Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin, containing 712,037± Square Feet (16.3461± Acres) of land.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin, that the Certified Survey Map as submitted and on file with the City Clerk is hereby approved.

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 15th day of September, 2026.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Kayla Nessmann, City Clerk



MEMO

Department

To: Common Council
From: Tim Greenwood, City Attorney
Date: Sept 15, 2026
Re: Amendment to Ordinance 1.44 – 1000 Island Environmental Center Committee

Background information:

On August 20, 2026, the 1000 Island Environmental Center Committee conducted a vote to determine the number of members of the Committee. The recommendation to lower Committee membership from 11 to 9. This is achieved by lowering the number of citizen members of the Committee from 8 to 6 members. All remaining language for the Ordinance remains as written.

Strategic Plan:

This amendment supports the continued effective operation of the 1000 Islands Environmental Center Committee by aligning the committee's membership structure with its current operational needs.

Budget: N/A

Staff Recommended Action:

Recommend approval of the repeal and replace to Ordinance 1.44 as presented.

**CITY OF KAUKAUNA
ORDINANCE NO. 1962-2026**

ORDINANCE REPEALING AND REPLACING SECTION 1.44

WHEREAS, Section 1.44 of the Municipal Code establishes the 1000 Islands Environmental Center Committee and sets forth its composition; and

WHEREAS, the 1000 Islands Environmental Center Committee has reviewed its membership structure and recommends reducing the size of the committee to better meet its operational needs; and

WHEREAS, on August 20, 2026, the 1000 Islands Environmental Center Committee unanimously voted to recommend reducing the committee membership from eleven (11) members to nine (9) members and reducing the number of citizen members from eight (8) to six (6); and

WHEREAS, the Common Council finds that amending Section 1.44 to reflect the recommended membership structure is in the best interests of the City and the efficient operation of the 1000 Islands Environmental Center Committee.

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

Section 1.44 is hereby created and/or repealed and replaced to read as follows:

AFTER REPEAL AND REPLACE

1. Mission. The 1000 Islands Environmental Center Committee is charged with providing the citizens of Kaukauna the knowledge and skills needed to build a sustainable balance among the environment, economy, and community through education, conservation, and recreation.
2. Composition. The 1000 Islands Environmental Center Committee shall consist of nine (9) members. The President of Friends of the 1000 Islands, or designee, an alderperson, a school board representative, and six (6) citizen members shall constitute the nine (9) members of the 1000 Islands Environmental Center Committee.
3. Appointments.
 - a. The President of Friends of the 1000 Islands, or designee, shall be a voting, ex-officio member.
 - b. The citizen members shall be appointed by the Mayor of Kaukauna, subject to confirmation by the Kaukauna Common Council for a three-year term. These terms shall be staggered so that no more than three

- (3) citizen members' terms shall expire each year.
 - c. The school board representative and alderperson shall be appointed by their respective governing bodies to a one (1) year term.
 - d. Members shall be people of recognized experience and qualifications.
 - e. Members do not need to be City of Kaukauna residents.
4. Organization. The members of the committee shall meet annually to elect a Chair and a Vice-Chair, who shall serve a one (1) year term. All members shall serve without compensation.
5. Powers and Duties.
- a. The Committee may advise the Kaukauna Common Council on policies, programs, and regulations governing the 1000 Islands Environmental Center, and the surrounding 1000 Islands Conservancy Zone.
 - b. The Committee may recommend budgetary priorities or needs to the City department overseeing the 1000 Islands Environmental Center, which may be considered in the department's budget proposal to the Kaukauna Common Council.
 - c. The Committee may make recommendations on policy, regulations, ordinances, and other measures concerning sustainability, conservation, or other environmental issues that may affect the 1000 Islands Environmental Center, the 1000 Islands Conservancy Zone, or the City of Kaukauna as a whole.

Introduced and adopted by Common Council on the 15th day of September 2026.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Kayla Nessmann, Clerk

CITY OF KAUKAUNA

ORDINANCE NO. 1963-2026

ORDINANCE REZONING PARCELS 325011700, 325011800, 325012400, 325011300, 325011400, AND 325011500 FROM INDUSTRIAL DISTRICT (IND) AND RESIDENTIAL TWO-FAMILY DISTRICT (RTF) TO INSTITUTIONAL DISTRICT (IT)

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 properties 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 15th day of September 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 Lots One (1), Two (2) and Three (3), in Block Six (6), Kaukauna Island Plat No. 4, City of Kaukauna, Outagamie County, Wisconsin, according to the recorded Assessor's Map of said City, together with westerly half of the vacated alley adjacent to the easterly lot lines of the premises herein

is hereby rezoned from Industrial District (IND) to Institutional District (IT), as regulated by Section 17.25 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 2: That the following described property:

Kaukauna Island Plat part of Block 6 which is unplatted and part of vacated Maple Street, City of Kaukauna, Outagamie County, Wisconsin

is hereby rezoned from Industrial District (IND) to Institutional District (IT), as regulated by Section 17.25 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 3: That the following described property:

Island of Fox River Assessors Plat part of Lot M Island No. 4 lying east of Island Street and south of railroad less Parcel 3 Trans Project Plat 6498-06-00-4.01 conveyed in document #2242525, City of Kaukauna, Outagamie County, Wisconsin

is hereby rezoned from Industrial District (IND) and Institutional District (IT) to Institutional District (IT), as regulated by Section 17.25 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 4: That the following described property:

Kaukauna Island Plat Lot Ten (10) in Block Four (4) less west 30 feet Lot Eleven (11) in Block Four (4) and part of vacated Schulthies Street lying east of Lots Ten (10) and Eleven (11) in Block Four (4) and part of vacated Maple Street, City of Kaukauna, Outagamie County, Wisconsin

is hereby rezoned from Industrial District (IND) to Institutional District (IT), as regulated by Section 17.25 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 5: That the following described property:

All of Lot Twelve (12), in Block Four (4), Kaukauna Island Plat No. 4, City of Kaukauna, Outagamie County, Wisconsin according to the recorded Assessor's Plat of said City

is hereby rezoned from Residential Two-Family District (RTF) to Institutional District (IT), as regulated by Section 17.25 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 6: That the following described property:

All of Lot Thirteen (13), in Block Four (4), Kaukauna Island Plat No. 4, City of Kaukauna, Outagamie County

is hereby rezoned from Residential Two-Family District (RTF) to Institutional District (IT), as regulated by Section 17.25 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 7: That the Clerk is directed to amend the City of Kaukauna Zoning Map in conformity with the provisions of this ordinance.

SECTION 8: That all other ordinances in conflict herewith are hereby repealed.

SECTION 9: That the ordinance shall take effect upon its passage and publication according to law.

Introduced and adopted by Common Council on the 15th day of September, 2026.

APPROVED: _____

Anthony J. Penterman, Mayor

ATTEST: _____

Kayla Nessmann, Clerk