



Thursday, January 8, 2026 at 9:00 AM

MINUTES

In-Person in Council Chambers

Chairman Moore called the meeting to order at 9:00 a.m.

1. Roll Call

Members Present: Karl Kilgas, Leon Vanevenhoven, John Moore, Quin Lenz, Julie Schroeder

Absent: Shannon Schmalz, Heather Hayes

Other(s) Present: Associate Planner Adrienne Nelson, Applicant Mandy Waite and Husband Jeremiah Voight, DAR Representatives Diana Schneider and Sasha St. John, Times Villager Reporter Brian Roebke

Kilgas made a motion to excuse the absent members. Seconded by Lenz. The motion passed unanimously.

2. Approval of Minutes

a. Approve Minutes from November 6, 2025

Kilgas made a motion to approve the minutes from November 6, 2025. Seconded by Lenz. The motion passed unanimously.

3. Old Business

a. None

4. New Business

a. Introduction Revolving Loan Application Review – Club Ritz

Associate Planner Nelson introduced the application submitted by Club Ritz for RACK's Revolving Loan Program. Mandy Waite, co-owner of Club Ritz, is requesting funding to add an addition onto their existing building. This addition would be 47' by 46' and include a gaming room, handicap accessible bathrooms, storage, walk-in cooler, and full

basement. The estimated cost for this project is \$558,274.00 and the application is requesting a loan of \$150,000.00 from RACK.

Schroeder brought up a concern about parking and traffic since Club Ritz is located in a residential area.

Voight stated that extra parking will be added to accommodate the addition.

Waite and Voight added that a façade plan was approved previously by RACK, and that they will be requesting some alterations to the original design. They will come before RACK again in February for approval of those alterations.

- b. Adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds – Club Ritz

Kilgas made a motion to adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds – Club Ritz. Seconded by Vanevenhoven. The motion passed unanimously.

Closed session entered at 9:06 a.m.

Shannon Schmalz, RACK member, joined the closed session at 9:22 a.m.

Mandy Waite, applicant, and Jeremiah Voight, husband of applicant, joined the closed session at 9:22 a.m. for further questions.

Mandy Waite, applicant, and Jeremiah Voight, husband of applicant, left the closed session at 9:29 a.m.

- c. Return to Open Session for Possible Action

Vanevenhoven made a motion to return to open session. Seconded by Kilgas. The motion passed unanimously.

Open Session entered at 9:41 a.m.

Moore stated that RACK is in support of the project and the loan from RACK at the requested amount. Staff will communicate the details and the requirements that must be met for the loan application process to be complete.

d. DAR Parklet Donation Request

Associate Planner Nelson introduced the donation request made by the Daughters of the American Revolution (DAR). DAR will be donating a monument in honor of Captain Hendrick Aupaumut, which will be replacing the current monument, which is located on the corner of Hendricks and Reaume Avenue. DAR will also be donating some benches made from recycled plastic. The City of Kaukauna's Engineering and Public Works Department have agreed to assist with cement pouring, bench installations, and seeding the ground. The estimated cost for the concrete is between \$12,000.00 to \$15,000.00. DAR is coming before RACK to request a donation to assist with the cost of the concrete for the walkways. This funding would be in addition to their own funding efforts.

Sasha St. John, Regent of the Appleton Chapter of DAR, and Diana Schneider, Park Project Chair, presented their ideas to RACK. DAR has been working with the Stockbridge-Munsee tribal community for over two years now and will be including some things in the monument that are important to the tribe. One of the culturally significant monument additions will be a tobacco blessing bowl. The project will likely be completed by late next summer or early next fall.

e. Adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds – DAR Parklet Donation Request

Schroeder made a motion to adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public

funds – Galleria of Tile. Seconded by Schmalz. The motion passed unanimously.

Closed session entered at 9:55 a.m.

f. Return to Open Session for Possible Action

Vanevenhoven made a motion to return to open session. Seconded by Schmalz. The motion passed unanimously.

Open Session entered at 10:11 a.m.

Kilgas made a motion to support a donation of up to \$10,000.00 for the DAR parklet donation request, payable upon completion. Seconded by Schmalz. The motion passed unanimously.

5. Other Business

a. None

6. Adjourn

Kilgas made a motion to adjourn the meeting. Seconded by Schmalz. Motion passed unanimously. The meeting adjourned at 10:14 a.m.

