



# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Redevelopment Authority of the City of Kaukauna (RACK)  
From: Lily Paul, Associate Planner  
Date: March 31, 2022  
Re: Total RACK Funds and Loans Update

The RACK Loan Summary (Exhibit 1) shows ~\$895,977 in cash and ~\$479,853 in loans for a total of ~\$1.375m in funds. These funds were pulled on Thursday, March 31, 2022. Interest payments, paid on the 5th of each month, will make these numbers slightly different. Also, as of April 1, 2022 both loans for Kaukauna Coffee & Tea LLC are paid off (Exhibit 2) which would move ~\$19,500 in liabilities/loans to assets/cash.

Attached are 1099 Interest Letters sent to all the borrowers with loans that are currently active, with the exception of Kaukauna Coffee & Tea LLC.



# General Ledger

## Balance Sheet

User: wvanrossum  
Printed: 03/31/2022 - 10:00AM  
Fund: 206  
Period: 3  
Fiscal Year: 2022



### Fund ALFRE

Account Type	Amount
206 - Rack - Commercial Revolving	
Assets	
Asset	895,977.38
Restricted Investments	0.00
Tax Receivable	0.00
Accounts Receivable	479,853.68
Due From Other Funds	0.00
Total Assets:	1,375,831.06
Liabilities	
Liability	0.00
Due To Other Funds	0.00
Deferred Tax Revenue	479,853.68
Total Liabilities:	479,853.68
Fund Balance	
Unreserved Undesignated Fund	869,186.72
Total Fund Balance:	869,186.72
Total Liabilities and Fund Balance:	1,349,040.40
Total Retained Earnings:	26,790.66
Total Fund Balance and Retained Earnings:	895,977.38
Total Liabilities, Fund Balance, and Retained Earnings:	1,375,831.06
Totals for Fund 206 - Rack - Commercial Revolving:	0.00

## Samantha A. Seaholm

**From:** Tracy Uitenbroek <tuitenbroek@kaukauna-wi.org>  
**Sent:** Tuesday, March 29, 2022 1:33 PM  
**To:** Samantha A. Seaholm  
**Subject:** Re: Payoff amounts

**This is an EXTERNAL email. STOP and THINK before you click links**

Hi Samantha,

The payoff of the RACK loans for Kaukauna Coffee & Tea LLC as of April 1, 2022

RAC-0009 \$13,423.31  
RAC-0010 \$6,076.96

Please let this serve as your official payoff letter.

Thank you.

**Tracy Uitenbroek**  
Accounting Specialist

**CITY OF KAUKAUNA**  
920.766.6300, ext. 1166  
[tuitenbroek@kaukauna-wi.org](mailto:tuitenbroek@kaukauna-wi.org)  
[www.cityofkaukauna.com](http://www.cityofkaukauna.com)

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**From:** Samantha A. Seaholm <sseaholm@bankofkaukauna.com>  
**Sent:** Tuesday, March 29, 2022 1:19 PM  
**To:** Tracy Uitenbroek <tuitenbroek@kaukauna-wi.org>  
**Cc:** 'Alison Mothes' <kaukaunacoffeeandtea@gmail.com>; Jeffrey S. Van Ekeren <jseaholm@kaukauna-wi.org>  
**Subject:** RE: Payoff amounts

Thank You Tracy!

Could you please send a letter with the payoffs through this Friday April 1<sup>st</sup>. We can have it done by then.

Thank You!

Samantha

*Samantha A. Seaholm*  
Commercial Loan Coordinator

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City Of Kaukauna  
144 West 2nd Street  
Kaukauna, WI 54130

Date: 04/01/2022 Time: 08:46

Receipt No: 00063586

PAYOR: Kaukauna Coffee & Tea LLC

Rack Interest	10.11
Rack Loan	6,066.85
<b>Total</b>	<b>6,076.96</b>

Check: 6,076.96 Check #: 20927

Bank of Kaukauna checkPayoff at time of sale of business.

--Thank You--

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City Of Kaukauna  
144 West 2nd Street  
Kaukauna, WI 54130

Date: 04/01/2022 Time: 08:47

Receipt No: 00063587

PAYOR: Kaukauna Coffee & Tea LLC

Rack Interest	22.33
Rack Loan	13,400.98
<b>Total</b>	<b>13,423.31</b>

Check: 13,423.31 Check #: 20926

Bank of Kaukauna checkLoan payoff at time of sale of business

--Thank You--

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January 27, 2022

Jason Hurst  
Riverside Property Management  
PO Box 483  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Jason:

The following is 2021 Interest Paid Information for your revolving loan with the  
Redevelopment Authority of the City of Kaukauna.  
Tax598560

Project Number (if applicable):	
2021 Interest Paid:	\$102.98
Loan Balance as of December 31, 2021	\$0.00

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Bobbi Gonnering and Laura Gonnering  
BLG Company  
107 East Fourth Street  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Bobbi and Laura:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	1
2021 Interest Paid:	\$85.74
Loan Balance as of December 31, 2021	\$3,008.61

Project Number (if applicable):	2
2021 Interest Paid:	\$66.33
Loan Balance as of December 31, 2021	\$5,303.85

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Alison Zimmerman  
Kaukauna Coffee and Tea  
127 West Wisconsin Avenue  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Alison:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	RACK
2021 Interest Paid:	\$325.09
Loan Balance as of December 31, 2021	\$14,853.40

Project Number (if applicable):	RACK
2021 Interest Paid:	\$134.56
Loan Balance as of December 31, 2021	\$6,494.72

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Troy and Amy Zacharias  
Action Appraisers  
117 West Third Street  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Troy and Amy:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	RACK
2021 Interest Paid:	\$219.54
Loan Balance as of December 31, 2021	\$9,965.91

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Dawn Bybee  
Cake Anatomy  
153 East Second Street  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Dawn:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	RACK
2021 Interest Paid:	\$203.45
Loan Balance as of December 31, 2021	\$9,606.14

Project Number (if applicable):	PACE
2021 Interest Paid:	\$12.31
Loan Balance as of December 31, 2021	\$0.00

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370



January 27, 2022

Mike Milbach  
Milbach Construction  
2651 Northridge Drive  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Mike:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	
2021 Interest Paid:	\$7.58
Loan Balance as of December 31, 2021	\$0.00

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Sherry Kavanaugh  
Image Nutrition Club  
1920 Crooks Avenue  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Sherry:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	RACK
2021 Interest Paid:	\$0.00
Loan Balance as of December 31, 2021	\$1,991.10

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Kinder Haus Daycare  
Attention: Kristin Hubertus  
1015 West Wisconsin Avenue  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Kristin:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	PACE
2021 Interest Paid:	\$25.61
Loan Balance as of December 31, 2021	\$0.00

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Clay Eiting  
Ghost Town Fitness  
180 Fox Shores Drive  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Clay:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	150/152 E. 2 <sup>ND</sup> Street
2021 Interest Paid:	\$2,394.33
Loan Balance as of December 31, 2021	\$0.00

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Jeff Anderson  
Precision Paper Converters  
2600 Northridge Drive  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Jeff:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	PACE
2021 Interest Paid:	\$1,793.41
Loan Balance as of December 31, 2021	\$67,508.23

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

James Wolf  
Greenville Storage LLC  
N2004 Greenville Drive  
Greenville, WI 54947

**RE: 2021 Year End Interest Paid Information**

Dear James:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	
2021 Interest Paid:	\$602.01
Loan Balance as of December 31, 2021	\$30,650.50

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Gerald Gomm  
Action Chiropractic  
N7836 State Highway 187  
Shiocton, WI 54170

**RE: 2021 Year End Interest Paid Information**

Dear Gerald:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	
2021 Interest Paid:	\$83.21
Loan Balance as of December 31, 2021	\$3,486.00

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Amanda Santoro  
Little Food Company  
150 East Second Street  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Amanda:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	RACK
2021 Interest Paid:	\$251.87
Loan Balance as of December 31, 2021	\$24,983.45

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370



January 27, 2022

Michelle Johnson  
Revive Salon  
111 Plank Road, Suite 140  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Michelle:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	
2021 Interest Paid:	\$93.34
Loan Balance as of December 31, 2021	\$3,243.91

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Robert Whitehead and Shari George  
Whitehead Martial Arts  
417 West 11<sup>th</sup> Street  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Robert and Shari:

The following is 2021 Interest Paid Information for your revolving loan with the  
Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	
2021 Interest Paid:	\$155.94
Loan Balance as of December 31, 2021	\$5,940.06

Please reconcile this information with your records. If you have any questions or would  
like additional information, please feel free to contact this office at 920.766.6370 or via  
e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Dong Sheng Chen  
New China Wok, Inc.  
125 Lamplighter Drive  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Dong Sheng Chen:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	
2021 Interest Paid:	\$2,405.70
Loan Balance as of December 31, 2021	\$61,157.19

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Maria Aguirre  
Aguirre LLC dba La Patrona  
215 W. Wisconsin Ave.  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Maria:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	
2021 Interest Paid:	\$123.02
Loan Balance as of December 31, 2021	\$23,808.45

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Sebastian Schmidt  
DOMIX, LLC  
3700 Electric City Blvd.  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Sebastian:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	
2021 Interest Paid:	\$1,972.85
Loan Balance as of December 31, 2021	\$147,544.85

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Matt Gaede  
Gaede Properties LLC  
109 W Third St.  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Matt:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	
2021 Interest Paid:	\$57.08
Loan Balance as of December 31, 2021	\$10,781.70

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370

January 27, 2022

Kim Mischler  
Sticky Fingers Café and Catering LLC  
147 E. Second St.  
Kaukauna, WI 54130

**RE: 2021 Year End Interest Paid Information**

Dear Kim:

The following is 2021 Interest Paid Information for your revolving loan with the Redevelopment Authority of the City of Kaukauna.

Project Number (if applicable):	
2021 Interest Paid:	\$1,257.87
Loan Balance as of December 31, 2021	\$64,733.87

Please reconcile this information with your records. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6370 or via e-mail at [jstephenson@kaukauna-wi.org](mailto:jstephenson@kaukauna-wi.org).

Sincerely,

Joe Stephenson  
Planning and Community Development Director  
920.766.6370