

NOTICE OF VILLAGE BOARD MEETING

DATE: Tuesday, June 2, 2026

TIME: 6:30pm

LOCATION: Combined Locks Civic Center,
Council Chambers, 405 Wallace Street

AGENDA

ADMINISTRATIVE COMMITTEE – 6:00PM (Neumeier, Leicht, Lindberg)

1. Review and consider approval of monthly bills
2. Adjourn

VILLAGE BOARD – 6:30pm

- A. Call to order
- B. Pledge of Allegiance
- C. Roll call

1. Public comment for matters not on the agenda
2. Review and consider approval of minutes and bills
3. Administrator, Public Works Director and Law Enforcement reports – accept and file
4. Review and consider approval of Class A and Class B liquor license renewal applications for Kwik Trip, Lox Club, Kamps Bar & Grill, and Milltown Still & Grill
5. Review and consider approval of cigarette license for Kwik Trip
6. Review and consider approval of renewal and new operator licenses
7. Discuss changes to parks and room rentals to non-residents and amend policy, if appropriate
8. Other business, updates and future agenda items
 - a) General discussion about proposed amendments to signs and e-bike ordinances
9. Adjourn

Public Notice: Agendas are posted in the following locations: Combined Locks Civic Center main entrance and Village website: www.combinedlocks.wi.gov. 2015 Wisconsin Act 79 allows the publication of certain legal notices on an internet site maintained by a municipality. This law allows these types of legal notices to be posted in one physical location in the jurisdiction (instead of three) if also placed on an internet site maintained by the local government.

Special Accommodations: Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 405 Wallace Street, 920-788-7740 extension 203 or email at gieser@combinedlocks.wi.gov.

Notice of Possible Quorum: A quorum of the Board of Review, Zoning Board of Appeals, Plan Commission, or other Village committee may be present at this meeting for the purpose of gathering information and possible discussion on items listed on this agenda. However, unless otherwise noted in this agenda, no official action by the Board of Review, Zoning Board of Appeals, Plan Commission, or other Village committee will be taken at this meeting.

**MINUTES OF PLAN COMMISSION MEETING****DATE:** Tuesday, May 5, 2026**TIME:** 5:00pm**LOCATION:** Combined Locks Civic Center,
Council Chambers, 405 Wallace Street**MINUTES**

- A. Call to order: Meeting** called to order at 5:00pm.
- B. Attendance:** Plan Commission members present – Heckner, Carney, Talbot, Romberg, Weyenberg, Maynard, Mader, Mulry, and Stawski. Plan Commission members absent – None. Staff present – Administrator Shampo-Giese. Others present – Magan DeValk, Tony Utschig, Steve Rosenbeck, Doug Woelz, and Dr. Curtis Hebdon.
- 1. Review and consider approval of minutes from 02/03/26 meeting:** T. Mulry made a motion to approve the minutes as presented. K. Carney seconded the motion, and it passed unanimously.
 - 2. Review and consider recommendation to approve Certified Survey Map for parcels 230020900, 230020400, and 230019900; DeValk and Thiel properties on Buchanan Road:** Chair Heckner introduced the details of this CSM request, and owner Magan DeValk provided additional information. The matter was discussed. RJ. Talbot made a motion to recommend approval of the CSM. J. Maynard seconded the motion, and it passed unanimously.
 - 3. Review and consider recommendation to approve Certified Survey Map for parcel 230095900; Rosenbeck property on Shalimar Court:** Chair Heckner introduced the details of this CSM request, and owner Steve Rosenbeck provided additional information. The matter was discussed. J. Weyenberg made a motion to recommend approval of the CSM. K. Carney seconded the motion, and it passed unanimously.
 - 4. Review and consider recommendation to approve plans for Meadow View Dental; Lot 4 in The Locks Business Park:** Chair Heckner introduced the details of the building, landscaping, and lighting plans for Meadowview Dental Office on Lot 4 of The Locks Business Park, and Dr. Hebdon and his builder TJ Utschig provided additional information. The plans were reviewed and discussed. D. Mader made a motion to recommend approval of the plans. N. Romberg seconded the motion, and it passed unanimously.
 - 5. Review and update list of photos and videos needed for parks:** Plan Commission members reviewed the list of winter photos and videos that had been requested and drafted an updated list to share with the digital media class at Kimberly High School.
 - 6. Schedule next meeting:** The next meeting was scheduled for Tuesday, June 16th at 5:15pm.
 - 7. Adjourn:** K. Carney made a motion to adjourn the meeting. RJ. Talbot seconded the motion, and it passed unanimously. The meeting adjourned at 6:02pm.



MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, May 5, 2026

TIME: 6:30pm

LOCATION: Combined Locks Civic Center,
Council Chambers, 405 Wallace Street

MINUTES

- A. Call to order:** Meeting called to order by Village President Pro-Tem Krueger at 6:30pm.
- B. Pledge of Allegiance:** Pledge of Allegiance recited.
- C. Roll call:** Board members present – Krueger, Leicht, Lindberg, Talbot, Schinke, and Stutzman. Board members absent – Neumeier. Village staff present – Administrator Shampo-Giese, Sgt. Hambly, and Public Works Director Weyenberg. Others present – Keith Lindberg and Judy Hebbe of the Times-Villager.
- 1. Public comment for matters not on the agenda:** None
 - 2. Review and consider approval of minutes and bills:** B. Schinke made a motion to approve the minutes. L. Lindberg seconded the motion, and it passed unanimously. RJ. Talbot made a motion to approve the bills as presented. L. Lindberg seconded the motion, and it passed unanimously.
 - 3. Review and consider Plan Commission's recommendation for Certified Survey Map; DeValk and Thiel properties on Buchanan Road; approve if appropriate:** Trustees reviewed the CSM request, and Trustee Talbot and Administrator Shampo-Giese provided information from Plan Commission's recommendation to approve. B. Schinke made a motion to approve the CSM as presented. A. Leicht seconded the motion, and it passed unanimously.
 - 4. Review and consider Plan Commission's recommendation for Certified Survey Map; Rosenbeck property on Shalimar Court; approve if appropriate:** Trustees reviewed the CSM request, and Trustee Talbot and Administrator Shampo-Giese provided information from Plan Commission's recommendation to approve. T. Stutzman made a motion to approve the CSM as presented. B. Schinke seconded the motion, and it passed unanimously.
 - 5. Review and consider Plan Commission's recommendation for Meadow View Dental plans on lot 4 in The Locks Business Park; approve if appropriate:** Trustees reviewed the plans for the dental office, and Trustee Talbot and Administrator Shampo-Giese provided information from Plan Commission's recommendation to approve. T. Stutzman made a motion to approve the plans as presented. A. Leicht seconded the motion, and it passed unanimously.
 - 6. Administrator, Public Works Director and Law Enforcement reports – accept and file:** Activities for the previous and current months were reported. All reports were accepted and are on file in the Clerk's Office.
 - 7. Review and consider approval of Resolution 2026-5; National Police Week:** The resolution was read aloud and law enforcement serving Combined Locks praised. B. Schinke made a motion to approve Resolution 2026-5. T. Stutzman seconded the motion, and it passed unanimously.
 - 8. Review and consider approval of Resolution 2026-6; National Public Works Week:** The resolution was read aloud and public works employees praised for all of the work they do for the Village. T. Stutzman made a motion to approve Resolution 2026-6. B. Schinke seconded the motion, and it passed unanimously.
 - 9. Other business, updates and future agenda items**
 - a) Keller representative will attend 05/19/26 meeting to discuss 2027 remodel project**

- 10. Consider motion to move into closed session per Wis. Stat. 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. *General employee discussion – vacancy, performance and wages; including seasonal wages:*** A. Leicht made a motion to move into closed session. B. Schinke seconded the motion, and it passed unanimously.
- 11. Consider motion to return to open session; action if appropriate:** RJ. Talbot made a motion to return to open session. B. Schinke seconded the motion, and it passed unanimously. T. Stutzman made a motion to approve the seasonal wages for the Recreation Department and Public Works Department and also to approve changes to the employee handbook regarding banked sick leave. B. Schinke seconded the motion, and it passed unanimously.
- 12. Adjourn:** T. Stutzman made a motion to adjourn the meeting. RJ. Talbot seconded the motion, and it passed unanimously. The meeting adjourned at 7:29pm.



MINUTES OF VILLAGE BOARD MEETING

DATE: Tuesday, May 19, 2026

TIME: 6:30pm

LOCATION: Combined Locks Civic Center,
Council Chambers, 405 Wallace Street

MINUTES

- A. Call to order:** Meeting called to order by Village President Neumeier at 6:30pm.
- B. Pledge of Allegiance:** Pledge of Allegiance recited.
- C. Roll call:** Board members present – Neumeier, Leicht, Lindberg, Talbot, Stutzman, and Krueger.
Board members absent – Schinke. Village staff present – Administrator Shampo-Giese, Public Works Director Weyenberg, and Fire/EMS Chief Wiedenbauer. Others present – Keith Lindberg, Judy Hebbe of the Times Villager, and Devin Flanigan of Keller, Inc.
- 1. Public comment for matters not on the agenda:** None
 - 2. Review proposed remodel project for civic center with Keller representatives:** Devin Flanigan of Keller, Inc reviewed the remodel project options and estimated costs. Proposed remodeling in the old police garage for fire/ems use includes a decontamination shower next to the current restroom, partial wall removal from current conference/training room to police garage, new kitchenette in police garage, improve the pitch of the floor in police garage, and epoxy flooring throughout conference/training room and old police garage. Proposed remodeling in the civic center includes new customer service window, countertops and cabinets, additional exit in council chambers, new desktops for Village Board, and new carpet in customer service and administrator office. The range of cost is estimated at \$415,000 to \$485,000. Mr. Flanigan explained that he and his colleagues at Keller have drafted this project plan with the goal of getting the most bang for the buck using the existing space. The proposed projects were discussed. The consensus of trustee opinion was to move forward with the project as proposed with a 2027 construction timeframe.
 - 3. Review and discuss needed changes to ordinance governing e-bikes, e-motorcycles, e-scooters:** Trustees reviewed the Village's existing ordinance, Neenah's ordinance, and Little Chute's ordinance and discussed concerns brought to them by residents as well as their own concerns about speed and recklessness. The general consensus was that the Village's ordinance needs to be updated so that it better addresses this increasingly popular mode of transportation and safety of the operators and pedestrians. The trustees also agreed that the amended ordinance should be similar to neighboring communities for continuity. The Administrator was instructed to contact Kimberly, Little Chute, and Kaukauna for copies of their e-device ordinances.
 - 4. Review and discuss needed changes to ordinance governing signs not needing a permit:** Trustees reviewed the Village's existing ordinance and email from the attorney. The current ordinance specifically calls out limitations for political signs, and the attorney's opinion is that this is unconstitutional. She instead recommends verbiage for all temporary signs with limitations on size and timeframe for displaying such signs. The matter was discussed. The Administrator was directed to work with the attorney on the new ordinance language. It's expected that this ordinance amendment will be presented at the 06/02/26 Village Board meeting for adoption.

5. **Review and consider approval of operator license for K. McCall:** RJ. Talbot made a motion to approve the operator license. A. Leicht seconded the motion, and it passed unanimously.
6. **Other business, updates, and future agenda items**
 - a) **Expecting notification that Kimberly High School will use the Hidden Ridges Way access for graduation night traffic on 6/3:** Trustees also discussed future agenda items – resident only rentals of rooms and parks, public hearing for water rate increase, limited parking on Woodlawn Court, Lox Court, and Glenview Avenue (west of Park Street). Trustees also confirmed permission to advertise the full-time job opening for Public Works.
7. **Adjourn:** T. Stutzman made a motion to adjourn the meeting. J. Krueger seconded the motion, and it passed unanimously. The meeting adjourned at 7:30pm.

ADMINISTRATOR REPORT
06/02/26 VILLAGE BOARD

May information/projects:

- Baseball/Softball/Teeball season began 05/04/26
- Arbor Day event with Janssen Elementary Student Council
- Finalize 2026 assessment roll = est 88% assessed to fair market value
- Liquor licensing
- Research statutes and other municipal ordinances regarding e-bikes, e-motorcycles, and other similar machines with focus on speeds, use of sidewalks, and use of recreational trails within the Village
- Begin working on details of Civic Center/Fire Department remodel project
- *Received \$1,662 insurance dividend from the League Insurance*

June information/projects:

- Expecting a request for annexation of properties on Nottingham Road
- Finalize liquor licensing
- Review applications received for vacant DPW job
- Begin employee reviews
- Review and update 5-Year CIP
- Expecting to receive design options and quotes for electronic sign at civic center entrance
- Hold annual Joint Review Board meetings
- Working with engineers to design all the 2027 projects
- **Public hearing for water rate increase scheduled for 06/17/26 at 11:00am via Zoom**
- Start budget process

Department of Public Works

Monthly Report for May 2026

06/02/25

- Scott Lamers Construction has started replacing sanitary laterals on Marcella St.
- Swept the entire Village again this month. Hauled away 32.44 tons of debris off our streets so far this year.
- The crew finished removing the remaining ash trees along with some other terrace trees that were in rough shape. 51 trees in total.
- Fredrickson hauled out another 5 loads of yard waste this month for a total of 9 loads this year.
- We had a total of 59 brush stops last month.
- Large Rubbish we had a total of 110 stops that were called in, many more that were not. A total of 13.67 tons of garbage were hauled away.
- Valley Sealcoat was awarded the crack filling and infrared patching work for this year.
- The flower plantings began again this year with the help of Judy Roberts.
- Our college summer help started mid-month:

Katelyn Weyenberg – 5th year

Hannah Swick – 3rd year

Linkoln Xiong – 1st year

- We also have three part-time seasonal helpers:

Darren Giese, Mike Schmidt, Ryan Carney

Anticipated Projects:

Park and grounds maintenance, spraying fence lines

Stump grinding quote

Consumer Confidence Report (CCR) and Compliance Maintenance Annual Report (CMAR) for the DNR

Lead & Copper sampling for the DNR

Risk & Resilience Assessment (RRA) and Emergency Response Plan (ERP) updates and recertification for EPA

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Form AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	Combined Locks Village of
License Period	7/1/2026 to 6/30/2027

Application Type (check one)
 Initial (New) Renewal

License(s) Requested: (up to two boxes may be checked) <input checked="" type="checkbox"/> Class "A" Beer \$ <u>150⁻</u> <input type="checkbox"/> Class "B" Beer \$ _____ <input checked="" type="checkbox"/> "Class A" Liquor \$ <u>250⁻</u> <input type="checkbox"/> Regular "Class B" Liquor \$ _____ <input type="checkbox"/> "Class A" Liquor (cider only) \$ _____ <input type="checkbox"/> Reserve "Class B" Liquor \$ _____ <input type="checkbox"/> "Class C" Liquor (wine only) \$ _____ <input type="checkbox"/> Above-Quota "Class B" Liquor \$ _____	Fees		
	License Fee(s)	\$ <u>400⁻</u>	
	Background Check Fee	\$ -	
	Publication Fee	\$ <u>25⁻</u>	
		Total Fees	\$ <u>425⁻</u>

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship)
Kwik Trip, Inc.

2. Business Trade Name or DBA
Kwik Trip 1061

3. FEIN
39-1036365

4. Wisconsin Seller's Permit Number
456-0000287614-03

5. Entity Type (check one)
 Sole Proprietor Partnership Limited Liability Company Corporation Nonprofit Organization

6. If the applicant business is an LLC, are the controlling members other LLCs or corporations? Yes No
 If yes, the members, managers, officers and directors of those business entities must be listed in Part C and provide a Form AB-100. **-N/A-**

7. State of Organization
WI

8. Date of Organization
10/07/1964

9. Wisconsin DFI Registration Number
1K04801

10. Premises Address
459 Debruin Rd

11. City
Combined Locks

12. State
WI

13. Zip Code
54113

14. County
Outagamie

15. Governing Municipality: City Town Village
of: Combined Locks Village of

16. Aldermanic District

17. Premises Phone
920-759-9011

18. Premises Email
LicensingDept@kwiktrip.com

19. Website
www.KwikTrip.com

20. Premises Description
Initial (New Applicants Only): Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.
Renewal Applicants Only: I am renewing a license and by checking the box following this statement, I affirm that I have reviewed the last issued license certificate and the premises description remains the same.

 One-story frame construction with storage in walk-in cooler, on sales floor, behind sales counter.

21. Mailing Address (if different from premises address)
Kwik Trip - Legal Dept., P.O. Box 2107

22. City
La Crosse

23. State
WI

24. Zip Code
54602-2107

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No
 If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated **Please see enclosed listing of retail store violations**	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. Yes No
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.
3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or wholesaler? . . . Yes No
 If yes, provide the name of the restricted investor and describe the nature of the interest.
4. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No
5. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No
6. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

Check each box to attest that you have provided the appropriate supplementary information to complete your application. See the instructions for Part C of this application, beginning on page 2, to complete this section.

I have accurately listed and provided contact and personal information for all required persons involved in the applicant business and any business identified in Part A, Question 6 using Form AB-200AA.

I have provided an accurate Form AB-100 for each person listed in Form AB-200AA.

(For corporations, limited liability companies, and nonprofit organizations only) I have provided an accurate Form AB-101 to appoint an agent on behalf of my business.

I understand that my application is not complete until this supplementary paperwork is received by the municipal clerk where I am applying for an alcohol beverage license.

Part D: Attestation

One of the following must sign and attest to this application:
 • sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

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

Last Name Zietlow		First Name Scott		M.I. P
Title CEO & President		Email LicensingDept@kwiktrip.com		Phone (608) 791-7385 (608) 793-4741
Signature <i>Scott P. Zietlow</i>			Date 02 / 27 / 2026	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 05/12/2026	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk			Date Provisional License Issued (if applicable)

COPY

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Form AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	Village of Combined Locks
License Period	07/01/2026 - 06/30/2027

Application Type (check one)

Initial (New) Renewal

License(s) Requested: (up to two boxes may be checked)

Class 'A' Beer, Class 'B' Beer, Class 'A' Liquor, Regular 'Class B' Liquor, Class 'A' Liquor (cider only), Reserve 'Class B' Liquor, Class 'C' Liquor (wine only), Above-Quota 'Class B' Liquor

Fees	
License Fee(s)	\$ 400
Background Check Fee	\$
Publication Fee	\$ 25
Total Fees	\$ 425

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) Schmitz Family LLC
2. Business Trade Name or DBA Kamp's Beer & Grill
3. FEIN 39-1931132
4. Wisconsin Seller's Permit Number 456102014229903
5. Entity Type (check one) Sole Proprietor Partnership Limited Liability Company Corporation Nonprofit Organization
6. If the applicant business is an LLC, are the controlling members other LLCs or corporations? Yes No
7. State of Organization Wisconsin
8. Date of Organization
9. Wisconsin DFI Registration Number 3052960
10. Premises Address 303 Williams St
11. City Combined Locks
12. State WI
13. Zip Code 54113
14. County OUT
15. Governing Municipality: City Town Village of: Combined Locks
16. Aldermanic District
17. Premises Phone 920-788-9945
18. Premises Email N/A
19. Website Kamp's Beer & Grill
20. Premises Description Initial (New Applicants Only): Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Renewal Applicants Only: I am renewing a license and by checking the box following this statement, I affirm that I have reviewed the last issued license certificate and the premises description remains the same. one story tavern, including indoor bar, separate garage, pole building, basement & horseshoe courts
21. Mailing Address (if different from premises address) N/A
22. City
23. State
24. Zip Code

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No
If yes, list the details of violation below. Attach additional sheets if necessary.

Table with 2 columns: Law/Ordinance Violated, Location, Trial Date, Penalty Imposed, Was sentence completed?
Row 1: OWI, Outagamie, 2020, 6 mos driver license, Yes
Row 2: , , , , No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. Yes No
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or wholesaler? Yes No
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No
 5. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No
 6. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

Check each box to attest that you have provided the appropriate supplementary information to complete your application. See the instructions for Part C of this application, beginning on page 2, to complete this section.

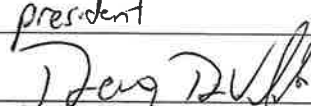
- I have accurately listed and provided contact and personal information for all required persons involved in the applicant business and any business identified in Part A, Question 6 using Form AB-200AA.
- I have provided an accurate Form AB-100 for each person listed in Form AB-200AA.
- (For corporations, limited liability companies, and nonprofit organizations only) I have provided an accurate Form AB-101 to appoint an agent on behalf of my business.
- I understand that my application is not complete until this supplementary paperwork is received by the municipal clerk where I am applying for an alcohol beverage license.

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

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

Last Name DeValk	First Name Deagles	M.I. J
Title president	Email ddevalk2@att.net (personal)	Phone 920-857-7254
Signature 		Date 5-18-26

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 05/21/2026	License Number SC	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

COPY

COPY

Form AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	Village of Combined Locks
License Period	07/01/2026 - 06/30/2027

Application Type (check one)

Initial (New) Renewal

License(s) Requested: (up to two boxes may be checked)

Class A Beer, Class B Beer, Class A Liquor, Regular Class B Liquor, Class A Liquor (cider only), Reserve Class B Liquor, Class C Liquor (wine only), Above-Quota Class B Liquor

Fees	
License Fee(s)	\$ 400
Background Check Fee	\$
Publication Fee	\$ 25
Total Fees	\$ 425

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) KEAM 2000, LLC

2. Business Trade Name or DBA Lox Club

3. FEIN 271275498 4. Wisconsin Seller's Permit Number 456-1031121231-04

5. Entity Type (check one)
 Sole Proprietor Partnership Limited Liability Company Corporation Nonprofit Organization

6. If the applicant business is an LLC, are the controlling members other LLCs or corporations? Yes No
 If yes, the members, managers, officers and directors of those business entities must be listed in Part C and provide a Form AB-100.

7. State of Organization Wisconsin 8. Date of Organization 7-18-2022 9. Wisconsin DFI Registration Number K039568

10. Premises Address 591 State St

11. City Combined Locks 12. State WI 13. Zip Code 54113

14. County Outagamie 15. Governing Municipality: City Town Village of: Combined Locks 16. Aldermanic District

17. Premises Phone 920-788-4401 18. Premises Email hofkensinc10@gmail.com 19. Website theloxclub.com

20. Premises Description
Initial (New Applicants Only): Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.
Renewal Applicants Only: I am renewing a license and by checking the box following this statement, I affirm that I have reviewed the last issued license certificate and the premises description remains the same.

2 dining rooms, 1 bar room with basement storage

21. Mailing Address (if different from premises address) same

22. City 23. State 24. Zip Code

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No
 If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. Yes No
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.
3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or wholesaler? . . . Yes No
 If yes, provide the name of the restricted investor and describe the nature of the interest.
4. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No
5. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No
6. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

Check each box to attest that you have provided the appropriate supplementary information to complete your application. See the instructions for Part C of this application, beginning on page 2, to complete this section.

- I have accurately listed and provided contact and personal information for all required persons involved in the applicant business and any business identified in Part A, Question 6 using Form AB-200AA.
- I have provided an accurate Form AB-100 for each person listed in Form AB-200AA.
- (For corporations, limited liability companies, and nonprofit organizations only) I have provided an accurate Form AB-101 to appoint an agent on behalf of my business.
- I understand that my application is not complete until this supplementary paperwork is received by the municipal clerk where I am applying for an alcohol beverage license.

Part D: Attestation

One of the following must sign and attest to this application:
 • sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

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

Last Name Hofkens		First Name Keith		M.I. E.
Title President/owner		Email hofkensindjo@gmail.com		Phone 920-788-4401
Signature K. E. Hof			Date 5/9/26	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 05/11/2026	License Number 82	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

COPY

COPY

Form AB-200

Alcohol Beverage License Application

Table with 2 columns: For Municipal Use Only, Municipality, License Period. Values: Village of Combined Locks, 07/01/2026 - 06/30/2027

Application Type (check one)

Initial (New) Renewal

License(s) Requested: (up to two boxes may be checked)

- Class A/B Beer, Class A/B Liquor, Class C Liquor, Reserve Class B Liquor, Above-Quota Class B Liquor

Fees table with columns: License Fee(s), Background Check Fee, Publication Fee, Total Fees. Values: \$400, \$, \$25, \$425

Part A: Premises/Business Information

Form fields for Part A: 1. Legal Business Name (MILL TOWN STILL & GRILL, LLC), 2. Business Trade Name, 3. FEIN, 4. Wisconsin Seller's Permit Number, 5. Entity Type, 6. LLC members, 7. State of Organization, 8. Date of Organization, 9. Wisconsin DFI Registration Number, 10. Premises Address, 11. City, 12. State, 13. Zip Code, 14. County, 15. Governing Municipality, 16. Aldermanic District, 17. Premises Phone, 18. Premises Email, 19. Website, 20. Premises Description, 21. Mailing Address, 22. City, 23. State, 24. Zip Code

Part B: Questions

Form fields for Part B: 1. Has the business been convicted of violating federal or state laws or local ordinances? (No checked), 2. Law/Ordinance Violated, Location, Trial Date, Penalty Imposed, Was sentence completed?

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. Yes No
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or wholesaler? Yes No
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No
 5. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No
 6. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

Check each box to attest that you have provided the appropriate supplementary information to complete your application. See the instructions for Part C of this application, beginning on page 2, to complete this section.

- I have accurately listed and provided contact and personal information for all required persons involved in the applicant business and any business identified in Part A, Question 6 using Form AB-200AA.
- I have provided an accurate Form AB-100 for each person listed in Form AB-200AA.
- (For corporations, limited liability companies, and nonprofit organizations only) I have provided an accurate Form AB-101 to appoint an agent on behalf of my business.
- I understand that my application is not complete until this supplementary paperwork is received by the municipal clerk where I am applying for an alcohol beverage license.

Part D: Attestation

One of the following must sign and attest to this application:
 • sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

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

Last Name OLSON	First Name ANGELA	M.I. M
Title OWNER	Email colson0704@gmail.com	Phone (920) 810-2620
Signature <i>Angela M. Olson</i>		Date 5-10-2020

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 05/11/2020 - SL	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

COPY

COPY

Form AB-200AA

Alcohol Beverage License Application
Appendix A - List of Persons Involved in the Applicant Business

Application Type (check one)
Initial (New) Renewal
License Period
07/01/2026 - 06/30/2027

Instructions

This form is required supplemental material to Form AB-200, Alcohol Beverage License Application, for new and renewal applications.
The persons holding the following titles in the applicant business and any businesses referenced in Part A, Question 6, must provide contact and personal information to determine fitness to hold an alcohol beverage license under state law:
• Sole proprietor
• All partners of a partnership
• All officers, directors, and agent of a corporation or nonprofit organization
• All members or managers, and agent of a limited liability company
Contact and personal information for persons named above must be listed in the table below and submitted with this application. Attach additional sheets if necessary.
Each person holding a title named above must submit the most accurate Form AB-100 with this application.
Corporations, nonprofit organizations, and limited liability companies must submit the most accurate Form AB-101 with this application.

*Status Definitions

New: All entries on a new application or any person added to a renewal application for the first time.
Remove: This person no longer has a relationship to the applicant business.
Update: There are changes to this person's personal or contact information, or their relationship to the applicant business.
No Change: There are no changes to this person's personal or contact information, or their relationship to the applicant business.

1. Legal Business Name (individual name if sole proprietorship)
MILL TOWN STILL & GRILL, LLC
2. Business Trade Name or DBA
MILL TOWN STILL & GRILL
3. FEIN
46-5379529

Listing of Persons Involved in Applicant Business

Table with 6 columns: First Name and Middle Initial, Last Name, Title/Relationship to Applicant Business, Phone Number, Email, Status*. Contains entries for ANGELA, M OLSON and COREY, L OLSON.

Cigarette, Tobacco, and Electronic Vaping Device Retail License Application

FOR CLERKS ONLY
Municipality Combined Locks Village of
License Period 7/1/2026 to 6/30/2027

COPY

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietor) Kwik Trip, Inc.			
2. Business Trade Name or DBA Kwik Trip 1061			
3. FEIN 39-1036365		4. Wisconsin Seller's Permit Number 456-0000287614-03	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input checked="" type="checkbox"/> Corporation			
6. State of Organization WI		7. Date of Organization 10/07/1964	8. Wisconsin DFI Registration Number 1K04801
9. Premises Address (do not use PO Box) 459 Debruin Rd			
10. City Combined Locks		11. State WI	12. Zip Code 54113
13. County Outagamie	14. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: Combined Locks		15. Aldermanic District -----
16. Mailing Address (if different from premises address) Kwik Trip – Legal Dept., P.O. Box 2107			
17. City La Crosse		18. State WI	19. Zip Code 54602-2107
20. Premises Phone 920-759-9011		21. Premises Email LicensingDept@kwiktrip.com	22. Website www.KwikTrip.com
23. Premises Description - Describe the building or buildings where cigarettes, tobacco products, and electronic vaping devices are to be sold and stored. Describe all rooms including living quarters, if used, for the sales and/or storage of cigarettes, tobacco products, and electronic vaping devices and records. Cigarettes, tobacco products, and electronic vaping devices may be sold and stored ONLY on the premises described in this application. Attach a floor plan if possible. - Behind Sales Counter. Records kept in office area.			

Part B: Questions

1. What products will be sold at this business location? (check all that apply)		
<input checked="" type="checkbox"/> Cigarettes	<input checked="" type="checkbox"/> Tobacco Products	<input checked="" type="checkbox"/> Electronic Vaping Devices
2. How will cigarettes, tobacco, and/or electronic vaping devices be sold? (check all that apply)		
<input checked="" type="checkbox"/> Over the counter	<input type="checkbox"/> Vending machine	
3. Is the applicant business owned by another business entity? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, provide the name(s) and FEIN(s) of the business entity(s) below. Attach additional sheets if necessary		
3a. Name of Business Entity: -----		
3b. FEIN of Business Entity: -----		

Item #6

APPLICATION FOR OPERATOR'S (BARTENDER) LICENSE

July 1, 2021 to June 30, 2028

Combined Locks

- 1-Year Operator's License \$32
- 2-Year Operator's License \$50
- 60-Day Provisional License \$15

New Applicant Renewal Applicant

Fee Paid _____

Section 1 - APPLICANT INFORMATION

Applicant Name (Last, First, MI) Jansen, Kelly J Former Name(s): _____

Street Address 594 Linda Ct. City Kaukauna State WI Zip Code 54130

Driver's License Number J525-5108- State License Issued In: _____

Date of Birth <u>2-5-</u>	Gender <u>F</u>	Home Phone Number	Cell Phone Number <u>(920) 209-</u>
------------------------------	--------------------	-------------------	--

Name & Address of Establishment(s) Where You Will Be Selling Alcohol
Mill Town Grill & Grill

Section 2 - CONVICTION RECORD

Have you EVER been convicted of a felony? Yes No
If Yes, when, where and what type of violation? (Please be specific) _____

Have you EVER been convicted of a misdemeanor or ordinance violation? Yes No
If Yes, when, where and what type of violation? (Example: speeding, OWI)
OWI 2003

Section 3 - PENALTY NOTICE

I, the undersigned, make application for an Operator's License as provided by Wisconsin State Statute 125.17. I am familiar with the laws, ordinances and regulations, and I hereby agree, if granted said license, to obey all provisions of said laws. I understand that any false information made a s part of this application may be cause for denial.

Applicant's Signature Kelly Jansen

Date Signed 5-27-26

Application Received by J. Jansen

FOR OFFICE USE ONLY

Police Department Complete By:	Background Check Completed Date:	Violations found to be directly related to the responsibilities of serving alcohol (Please circle one):	
--------------------------------	----------------------------------	---	--

		No Violations Found	Violations Found
--	--	---------------------	------------------

Village Board:	Approve	Deny	Date:	Signature:
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Renewal Operator Licenses

- Kamps
 1. Jenny L Drum
 2. Victoria L Fischer
 3. Amanda J Kortz
 4. Katie J Revoir
 5. Susan A Runaas
- Kwik Trip
 1. Michelle M Grimh
 2. Katelyn E McKinley
 3. Christina M Stohl
- Lox Club
 1. Kara L Cumings

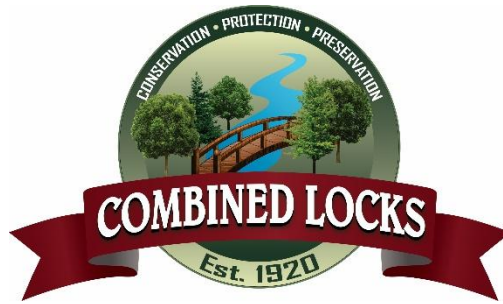
Item #7

Park	Year	Resident	Non-Resident	Total
Both	2026	19	2	\$2,300
	2025	63	16	\$9,500
	2024	65	13	\$9,100
	2023	75	7	\$8,850
Rooms	2026	26	11	\$4,200
	2025	68	25	\$10,575
	2024	78	24	\$11,400
	2023	84	15	\$10,675

Percentage of Non-resident reservations		By year		
			Parks	Rooms
Parks	15%	2026	10%	30%
		2025	20%	27%
Rooms	23%	2024	17%	24%
		2023	9%	15%
Overall	20%	Total	17%	23%

adjusted for Lindberg

(920) 788-7740 Voice
(920) 788-7742 Fax



405 Wallace Street
Combined Locks WI 54113

PARK SHELTER RENTAL REMINDERS

1. **No Smoking** in enclosed area of park shelter
2. **No glass** outside of park shelter
3. **Clean Before You Leave:**
 - *All tables, countertops, sinks, and refrigerators wiped clean
 - *All bathroom paper towel and toilet paper in trash can
 - *All trash and recyclables in proper receptacles
 - *All adhesives removed from tables and chairs – Adhesives prohibited on walls – NO Glitter/Confetti
 - *Empty inside garbage & recycle cans into large cans outside and replace liners
4. **Park Shelter Rental Includes:**
 - *Priority use of the Mulry Baseball Field
 - *Priority use of the sand volleyball court
 - *Priority use of the basketball court
 - *Bag toss boards and bags – place inside locked area of shelter when you leave
5. **Alcohol Consumption** confined to the park shelter – NO GLASS
6. **Lock Doors & Windows** before you leave
7. **Noise:** Loud and unnecessary noise is prohibited. Noise that disturbs the peace and quiet of adjacent property owners will not be tolerated.
8. **Rental Ends at 10:30pm** The park must be vacated by 10:30pm.

Other than garbage and recycling in outside cans, there should be no evidence of your party when you leave.

Thank you for treating our public park with respect 😊



(920) 788-7740 Voice
(920) 788-7742 Fax

Office Use
Rental Fee _____ Returned
Security Deposit _____ Key _____
Date Paid _____ Dep _____

405 Wallace Street
Combined Locks WI 54113

Rental Agreement – Memorial Park

I understand that... (Responsibilities)

- I am responsible for keeping the park and shelter clean, including placing garbage in the outside large green containers and recycling in the blue containers, cleaning the bathrooms, sweeping the floors, and washing the tables, sink and countertop before I leave. **A minimum of \$50 will be forfeited from my security deposit if these cleaning instructions are not followed.**
- I may move tables to suit my purpose, but they MUST be moved back to their original location, or my security deposit is forfeited.
- I am responsible for ensuring that anyone consuming alcohol at this event is of legal drinking age. Alcohol consumption is confined to the shelter being rented and the areas of priority use.
- I must close and lock all doors when I leave (except for bathrooms).

I understand that... (Facility use)

- This is a public park. I understand that my rental does not mean I have exclusive use of the entire park and its facilities. However, no other persons are allowed inside the shelter meeting space without my permission.
- During my rental time, I have priority use of the Tim Mulry Field, the volleyball court, basketball court, and have use of the interior meeting room as well as the open-air shelter. Rental of Memorial Park does not include use of the concession stand, enclosed storage area, ball field lights, or announcer's booth.

I understand that... (Restrictions)

- Cars are not allowed to be driven on or be parked on the grass.
- The park must be vacated by 10:30PM. There are no exceptions to this rule.
- Loud and unnecessary noise is prohibited per Village ordinance 9.06. Noise that disturbs the peace and quiet of adjacent property owners will not be tolerated.
- Decorations are not to be placed on the ceiling or walls.
This means no adhesive on walls or ceilings. Confetti and glitter are NOT allowed.
- No person shall bring into, carry onto or possess while in any public park glass bottles or glass containers.
- Smoking is not allowed inside the interior meeting room.

Rental Fee / Security Deposit – Details on rental fee and security deposit on back page.

Summary: I understand and agree to abide by the rules governing the Memorial Park Rental Agreement as stated above and on the reverse side of this agreement. Failure to abide by these rules may result in partial or full forfeiture of my security deposit.

PRINT NAME: _____ SIGNATURE: _____

The E-Sign Act and Uniform Electronic Transactions Act (UETA) in 1999 and 2000 make electronic signatures or “e-signatures” equally as valid as a handwritten signature.

ADDRESS: _____ TELEPHONE # _____
house number, street name, city and zip code

DATE OF EVENT: _____ RENTAL START TIME: _____ RENTAL END TIME: _____

KEY GIVEN TO: _____ ON: _____
name of renter or renter's representative date

- **A security deposit in addition to the rental fee is due no later than the Monday before the event.**

Park	Resident		Non-Resident	
	Fee	Deposit	Fee	Deposit
Memorial	\$100	\$100	\$200	\$200
Lindberg	\$50	\$100	\$100	\$100
Van Zeeland	\$100	\$100	\$200	\$200

- The security deposit will be refunded if in the opinion of the Village representative, the park is left in an acceptable condition after the event and the key is returned via the night deposit immediately after my function.

Special Note: If the key is lost or the Police are called to open the shelter, the security deposit will be forfeited.

Force Majeure: If for any reason beyond its control, including but not limited to acts of God, acts of war, fire, flood, wind, health pandemic or other emergency condition, in the sole discretion of the Village, the Village of Combined Locks is unable to perform its obligations under this Agreement, I understand and agree that such non-performance will be excused and the Village of Combined Locks may terminate this Agreement at any time, with or without notice to me and without liability of any nature other than the return of rental deposits paid. In no event will the Village of Combined Locks be liable for incidental, consequential, or special damages of any nature.

Indemnification: I agree to indemnify the Village of Combined Locks and hold it harmless for all claims, loss, liability, costs or expenses including attorneys' fees arising from or in connection with the event which is the subject of this Agreement to the extent caused by myself, my guests, event attendees or independent contractors which I have engaged during and/or for the event. Such indemnification shall include but not be limited to any and all claims, losses, theft, property damage, personal injury and death.

Government Immunity: Nothing contained within this Agreement is intended to be a waiver or estoppel of the Village of Combined Locks or its insurer to rely upon the limitations, defenses and immunities contained within Wisconsin law.

Ordinance 409-1 B(11)

Glass Beverage Bottles in Parks Prohibited. No person shall bring into, carry onto or possess while in any public park glass bottles or glass containers, including those containing or normally used for containing soda water, fermented malt beverages or alcohol. No person at any time shall be allowed to drink from glass containers in any park maintained from time to time by the Village of Combined Locks.



(920) 788-7740 Voice
(920) 788-7742 Fax

Office Use
Rental Fee _____
Security Deposit _____
Date Paid _____

Returned
Dep _____
Form or Check

405 Wallace Street
Combined Locks WI 54113

MARK VAN THIEL ROOM RENTAL AGREEMENT

- I understand that activities are confined to the Mark Van Thiel Room, and the maximum number of people allowed in the room is 75.
- I understand that I am responsible for maintaining order. I also understand that I am responsible for ensuring that all participants at the event know they must leave the building no later than midnight.
- I understand that I am to ensure that the Mark Van Thiel Room is kept reasonably clean and that my security deposit will not be returned if the room is not cleaned, if the room is not returned to its original configuration, or if there is damage to walls, ceiling, tables, chairs, etc. **Cleaning includes: floor swept, garbage in garbage cans (NOT in dumpsters), tables, sink, counters, stove, and refrigerator washed.** Any leftover food or beverages must be taken with me when I leave. **A minimum of \$50 will be forfeited from my security deposit if these cleaning instructions are not followed.**
- I understand that **smoking is not allowed anywhere** inside the Civic Center.
- I understand that I am responsible for ensuring that anyone consuming alcohol at this event is of legal drinking age.
- I understand that decorations are not to be placed on the ceiling or walls. This means no adhesive on walls or ceilings. Confetti and glitter are also NOT allowed.
- Tables may be arranged to suit my purpose but must be carried, not dragged. The tables must be put back to their original position when my function is finished. Nescos, crock pots or any other hot food containers **cannot** be placed directly on any of the tables. Protective table covers are in the closet. I understand that my security deposit will be forfeited if there is any heat damage to the tables, the room is not completely cleaned, floors are not swept, tables and chairs are not cleaned of spills and crumbs, tables and chairs are not returned to their original position, and/or there are any damages to any walls, ceiling tiles, tables or chairs.
- Resident rental fee = \$100 plus separate security deposit of \$100;
Non-resident rental fee = \$150 plus separate security deposit of \$150.
Security deposits must be in the form of a separate check.

I understand and agree to abide by the rules governing the Mark Van Thiel Room Rental as stated in this rental agreement to include the information provided on the reverse side of this agreement.

PRINT NAME: _____ SIGNATURE: _____

The E-Sign Act and Uniform Electronic Transactions Act (UETA) in 1999 and 2000 make electronic signatures or "e-signatures" equally as valid as a handwritten signature.

ADDRESS: _____

DATE OF EVENT: _____ TELEPHONE #: _____

ACCESS TO BUILDING NEEDED FROM _____ TO _____

****The door is electronically programmed. The renter is responsible for the entire block of time as listed above****

Force Majeure: If for any reason beyond its control, including but not limited to acts of God, acts of war, fire, flood, wind, health pandemic or other emergency condition, in the sole discretion of the Village, the Village of Combined Locks is unable to perform its obligations under this Agreement, I understand and agree that such non-performance will be excused and the Village of Combined Locks may terminate this Agreement at any time, with or without notice to me and without liability of any nature other than the return of rental deposits paid. In no event will the Village of Combined Locks be liable for incidental, consequential, or special damages of any nature.

Indemnification: I agree to indemnify the Village of Combined Locks and hold it harmless for all claims, loss, liability, costs or expenses including attorneys' fees arising from or in connection with the event which is the subject of this Agreement to the extent caused by myself, my guests, event attendees or independent contractors which I have engaged during and/or for the event. Such indemnification shall include but not be limited to any and all claims, losses, theft, property damage, personal injury and death.

Government Immunity: Nothing contained within this Agreement is intended to be a waiver or estoppel of the Village of Combined Locks or its insurer to rely upon the limitations, defenses and immunities contained within Wisconsin law.