



## AGENDA

### LITTLE CHUTE SPECIAL BOARD MEETING

PLACE: Little Chute Village Hall  
DATE: Wednesday, July 10, 2019  
TIME: 6:00 p.m.

- A. Call to Order
- B. Roll Call
- C. Public Appearance for Items Not on the Agenda
- D. Approval of Minutes  
*Minutes of the Regular Board Meeting of June 19, 2019*
- E. Discussion—Crosswind Subdivision Parking-Gardenia and Tulip
- F. Discussion—Consent Agenda
- G. Action—Little Chute Fire Department-Request for Proposals
- H. Discussion—Preliminary 2020 Budget Guidance
- I. Discussion—Joint Library Update
- J. Discussion/Action—Fox River Boardwalk Grant Agreement
- K. Discussion—Summer Hours in 2020
- L. Disbursement List
- M. Call for Unfinished Business
- N. Items for Future Agendas
- O. Closed Session:
  - a) 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel and Succession Planning*
  - b) 19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Economic Development Proposals*
- P. Return to Open Session

## Q.      Adjournment

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 108 West Main Street, (920) 423-3852, [email: Laurie@littlechutewi.org](mailto:Laurie@littlechutewi.org) Prepared: July 5, 2019

Prepared: July 5, 2019

## MINUTES OF THE REGULAR BOARD MEETING OF JUNE 19, 2019

Call to Order: President Vanden Berg called the Regular Board Meeting to Order at 6:00 p.m.

### Pledge of Allegiance to the Flag

President Vanden Berg led members in the reciting of the Pledge of Allegiance.

### Roll call of Trustees

PRESENT: Michael Vanden Berg, President

Larry Van Lankvelt, Trustee

John Elrick, Trustee

Skip Smith, Trustee

Bill Peerenboom, Trustee

Brian Van Lankveldt, Trustee

David Peterson, Trustee

### Roll call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator

Lisa Remiker-DeWall, Finance Director

Kent Taylor, Director of Public Works

Adam Breest, Director of Parks, Recreation and Forestry

Jim Moes, Community Development Director

Laurie Decker, Village Clerk

Dan Meister, FVMPD Police Chief

Chris Murawski, Village Engineer

EXCUSED: Steve Thiry, Library Director

Tyler Claringbole, Village Attorney

### Public Appearance for Items Not on the Agenda

Mr. Pat Rutten, 401 Orchard Lane, Little Chute addressed a safety issue with an area of the sidewalk adjacent to Hickory Lane Mobile Home Park. Director Taylor will meet with Mr. Rutten for further discussion.

### Other Informational Items—May Fire Monthly Report and May Report and League of Wisconsin Municipality Mutual Insurance Correspondence

### Approval of Minutes

Minutes of the Regular Board Meeting of June 5, 2019

*Moved by Trustee Smith, seconded by Trustee Peterson to Approve the Minutes of the Regular Board Meeting of June 5, 2019*

Ayes 7, Nays 0 – Motion Carried

### Presentation—Outagamie County Highway Department—Evergreen Drive and County Highway OO

Mr. Dean Steinburger, Outagamie County Highway Commissioner presented information for discussion on future County/Village Projects.

### Department and Officers Progress Reports

Departments and Officers provided progress reports to the Board

### Action—Approve Operator Licenses

*Moved by Trustee Smith, seconded by Trustee Van Lankveldt to Approve Operator Licenses as presented*

Ayes 7, Nays 0 – Motion Carried

**Action—Approve 2019/2020 Liquor Licenses**

*Moved by Trustee Elrick, seconded by Trustee Peterson to Approve 2019/2020 Liquor Licenses as presented*

Ayes 7, Nays 0 – Motion Carried

**Action—Adopt Resolution No. 15, Series 2019 Compliance Maintenance Annual Report (CMAR)**

*Moved by Trustee Van Lankvelt, seconded by Trustee Elrick to Adopt Resolution No. 15, Series 2019 Compliance Maintenance Annual Report (CMAR)*

Ayes 7, Nays 0 – Motion Carried

**Action—Approve Special Event Permit for Bazaar After Dark on July 31, 2019**

*Moved by Trustee Elrick, seconded by Trustee Van Lankveldt to Approve Special Event Permit for Bazaar After Dark on July 31, 2019*

Ayes 7, Nays 0 – Motion Carried

**Action—Approve Temporary “Class B” Retailers License for Bazaar After Dark**

*Moved by Trustee Elrick, seconded by Trustee Smith to Approve Temporary “Class B” Retailers License for Bazaar After Dark*

Ayes 7, Nays 0 – Motion Carried

**Discussion/Action—Approve Request for Proposal for Banking Services**

Director Remiker-DeWall presented information to the Board for improving overall Banking Service.

*Moved by Trustee Van Lankvelt, seconded by Trustee Peterson to Approve Request for Proposal for Banking Services*

Ayes 7, Nays 0 – Motion Carried

**Action—Committee/Commission Appointments**

Jim Moes—Joint Library

Jessica Schultz—Utility Commission

Jerry Kerkhoff—Board of Review

Betty Senso—Sexual Offender Registry Board

*Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Approve Committee/Commission Appointments as presented*

Ayes 7, Nays 0 – Motion Carried

**Action—Vandenbroek Parking Removal**

*Moved by Trustee Elrick, seconded by Trustee Smith to Approve the Removal of No Parking Restrictions on Vandenbroek Road as presented*

Ayes 7, Nays 0 – Motion Carried

**Discussion/Action—July 3<sup>rd</sup> Regular Board Meeting**

*Moved by Trustee Van Lankveldt, seconded by Trustee Elrick to Cancel the July 3<sup>rd</sup> Regular Board Meeting*

Ayes 7, Nays 0 – Motion Carried

**Disbursement List**

*Moved by Trustee Peerenboom, seconded by Trustee Smith to Approve the Disbursement List and Authorize the Finance Director to pay all vendors*

Ayes 7, Nays 0 – Motion Carried

**Call for Unfinished Business**

Trustee Van Lankvelt inquired about porta pottys on the Island Trail

**Items for Future Agendas**

None

**Closed Session:**

19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Economic Development Proposals*

*Moved by Trustee Peterson, seconded by Trustee Elrick to enter into closed session*

Ayes 7, Nays 0 – Motion Carried

**Return to Open Session**

*Moved by Trustee Peterson, seconded by Trustee Elrick to exit closed session*

Ayes 7, Nays 0 – Motion Carried

**Adjournment**

*Moved by Trustee Peterson, seconded by Trustee Elrick to Adjourn the Regular Board Meeting at 7:44 p.m.*

Ayes 7, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

By:

\_\_\_\_\_  
Michael R. Vanden Berg, Village President

Attest: \_\_\_\_\_

Laurie Decker, Village Clerk

Village of Little Chute  
**INFORMATION FOR VILLAGE BOARD CONSIDERATION**

**ITEM DESCRIPTION:** Parking on Gardenia Avenue, Tulip Trail and Golden Hill Court

**PREPARED BY:** James Fenlon, Administrator

**REPORT DATE:** June 26, 2019

**EXPLANATION:** In 2017 and 2018, Village staff was given the dates for major events at the City of Appleton's Youth Sports Complex and we installed temporary no parking signage on Gardenia and small portion of Tulip Trail. This year, we missed an event that occurred in May and parking from the complex event created a negative situation. We now have the dates for the remainder of 2019. This issue in particular is that when both sides of Gardenia are parked with vehicles, there is a lack of room for two way traffic, lack of access for safety vehicles, and with the lack of sidewalks it creates an unsafe situation for pedestrians.

On June 5<sup>th</sup> of this year, Chief Meister, Kent Taylor and I met with a group of engaged residents to discuss the situation on site. After that discussion, the following seem to be the available alternatives to the issues related to the sports complex and restricting parking during events:

1. Continue to temporary no park the road on event weekends only.
2. Install permanent no parking signs on the north side of Gardenia and a small portion of the west leg of Tulip Trail (undetermined at this time if the east or west side of the road).
3. Install permanent no parking signs on both sides of Gardenia and a small portion of the west leg of Tulip Trail.

Other issues do exist on Gardenia Drive, in particular the neighbors complain of speeding between French Road and Cherryvale Ave. FVMPD has used the speed boards in the past and they have determined that it is what is typically observed with a residential connector. The other matter that seems to occur with the amount of transient parking is that people park over the curb or park too close to intersections or driveways. These matters are more of an enforcement matter, whereas the parking restrictions is more of a policy related matter.

At our July 10<sup>th</sup> meeting, we will be inviting the residents of the Crosswinds subdivision to hear their opinions on the topic. For the remainder of 2019, we will temporarily provide the no parking signs. Once we have had a chance to hear from the residents, the Board can decide what course of action you would like to take with regards to parking.

For reference, the memo from early 2017 on this topic and street map of the subdivision is attached to this memo.

**RECOMMENDATION:** Provided for discussion and to provide a well-rounded engagement opportunity with residents of the Crosswind subdivision.

Village of Little Chute  
**REQUEST FOR VILLAGE BOARD CONSIDERATION**

**ITEM DESCRIPTION:** Event Parking on Gardenia Drive

**PREPARED BY:** James P. Fenlon, Administrator

**REPORT DATE:** February 22, 2017

**ADMINISTRATOR'S REVIEW/COMMENTS: ( See Below )**

**EXPLANATION:** In December of 2016, staff invited residents of the new subdivision to a meeting where we discussed the following items:

- When an event is occurring at the Sports Complex and parking, the primary matter the Village should concerned about is emergency/public safety ability to navigate the area and have the ability to respond in a timely and safe manner.
- Pedestrian and resident safety in navigating the roadways when parking is utilized on both sides of the roadway
- Creating permit parking or event parking restrictions, whether permanent or deployable, create enforcement and workforce concerns
- At some point, Gardenia and Tulip will be reconstructed with concrete streets and sidewalks, but not for at least another 18 years.
- The most effective solution to address the primary concern of public safety would be to restrict parking on the south side of Gardenia Drive for the 2017 sports season.

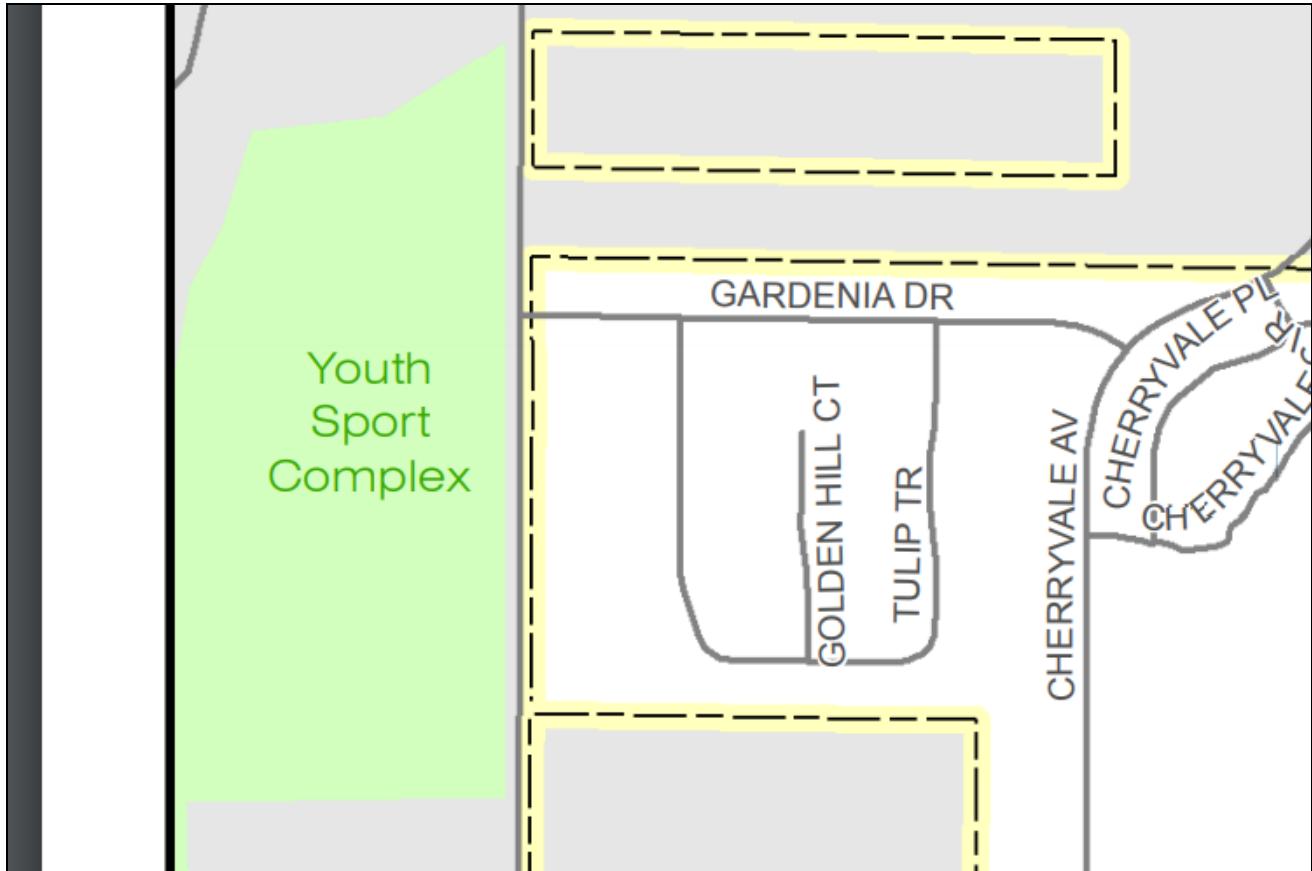
At conclusion of that meeting, staff reached out to officials from the City of Appleton. In those discussions, City staff informed us that they encounter the same issues during 4 or 6 of the larger events held at the complex annually. In those situations, the City's DPW team put up temporary no parking signs and then takes them down following the event. The City has been executing this effort for the past number of years and they feel it addresses the public safety concerns cited above with relative little manpower costs. In addition, they feel that this effort provides the residents with full parking opportunities the remainder of the year.

With that in mind, the recommendation from Village of Little Chute staff for the 2017 event season is to replicate Appleton's efforts in our community. Staff would install temporary no parking signs on the Friday of major events (outreach to the complex has already occurred and their schedule for 2017 is already set). The no parking would be for the south side of Gardenia on these weekends. Those signs would then be taken down on the following Monday, allowing for full use of the road for residents in all other times.

Following the 2017 event season, village staff will review these efforts for the effectiveness of enforcement, expense of manpower and the issue of public safety. If we need to course correction following the 2017 season, staff will bring forth a new recommendation in late 2017 or early 2018.

For background, the IFC from December 2016 is attached to this document.

**RECOMMENDATION:** Direct staff to install temporary no parking signs on major event weekends and then re-evaluate following the 2017 season.



Village of Little Chute  
**INFORMATION FOR VILLAGE BOARD CONSIDERATION**

**ITEM DESCRIPTION:** Consent Agenda

**PREPARED BY:** James Fenlon, Administrator

**REPORT DATE:** July 2<sup>nd</sup>, 2019

**EXPLANATION:** Following our last meeting, the Village Clerk and I had a quick conversation regarding the topic of consent agendas. She rapidly conducted some research and drafted a resolution that would be used to implement change. Attached to this IFC is a resource from Board Source, a website dedicated to providing resources for boards and organizations, which illustrates the benefits of moving to a consent agenda. Additionally, a DRAFT Resolution is attached highlighting the Village Board's justification and mechanics of moving to implement a consent agenda process in Little Chute.

A few items that we see potentially being included in the consent agenda process include (but not limited to):

- Minutes of previous meetings
- Committee minutes
- Bartender licenses
- Special event permits
- Resolutions that are non-controversial or annual in nature
- Distribution list

The nice feature of the consent agenda process is that any item can be removed from the process at the direction of the board and as we implement, we may find that either more or less items could be added into the process. At the end of the day, the goal is to allow you to focus more of your limited time to larger, strategic topics.

**RECOMMENDATION:** Provided for discussion and direction. Pending feedback, staff will present for action at our Regular Board meeting on July 17<sup>th</sup>, 2019.

## MEETING CHALLENGES, CHALLENGING MEETINGS

Board meetings are the ultimate venue for executing the complementary responsibilities of oversight and strategy. Collectively, the board must satisfy legal requirements and provide programmatic, financial, and ethical oversight. As strategists, board members shape the future of the organization. Equally important — but often overlooked — board meetings bring together the governing body that is responsible for the organization’s health and sustainability. Board members must be well informed about the opportunities and challenges facing the organization and ensure that the organization has appropriate strategies, plans, and resources to meet them.

A *consent agenda* can turn a board meeting into a meeting of the minds around the things that matter most. A consent agenda is a bundle of items that is voted on, without discussion, as a package. It differentiates between routine matters not needing explanation and more complex issues needing examination. While not difficult to use, a consent agenda requires discipline in working through the following seven steps:

1. Distribute materials in advance
2. Read materials in advance
3. Introduce the consent agenda at the meeting
4. Remove (if requested) an item from and accept the consent agenda
5. Approve the consent agenda
6. Document acceptance of the consent agenda

With a consent agenda, what might have taken an hour for the board to review, takes only five minutes. Because it promotes good time management, a consent agenda leaves room for the board to focus on issues of real importance to the organization and its future, such as the organization’s image and brand, changing demographics of its constituents, or program opportunities created by new technology.

## WHAT DOES — AND DOES NOT — BELONG ON A CONSENT AGENDA?

In setting the board meeting agenda, the board chair and administrator recommend what items warrant full board discussion. While their best guess sets the agenda, all board members have an opportunity in the board meeting to “second guess” that preliminary decision and remove items from the consent agenda for discussion.

### TIP BOX

**To test whether an item should be included in the consent agenda, ask**

- **Is this item self-explanatory and uncontroversial? Or, does it contain an issue that warrants board discussion?**
- **Is this item “for information only”? Or, is it needed for another meeting agenda issue?**
- **Do we need to confirm a previously discussed issue? Or, do we need to continue the discussion?**

## COMMONLY FOUND ITEMS

Items commonly found on consent agendas include:

- Minutes of the previous meeting. There is no need to read the text of the minutes of a previous board meeting at a current one.
- Confirmation of a decision that has been discussed previously. Some decisions may need a final administrative touch before the board can vote on them. After such details are resolved, the board may vote on the item via consent agenda at the next meeting.
- Committee reports. Committee reports often contain important information and sometimes recommendations for board approval or resolution. To the extent that such matters do not need discussion and are supported by written materials provided ahead of the board meeting, they may be better assigned to the consent agenda.
- Informational materials. To educate members about the organization, staff provides the board with reports and documents that do not require any action. These might include human resource policies, statistics on compensation levels in similar local organizations, a copy of the IRS Form 990 before it is filed, or a real estate analysis of the local market. However, if these materials relate to discussion items, they should be included as a part of that agenda item rather than placed on the consent agenda.
- Updated organizational documents. Organizational documents periodically need to be updated. Rather than waste meeting time, updates — such as typographical errors in a document that requires board approval, new dates or locations for board meetings, changes to the organization's name or address in legal documents, revisions to the bylaws after changing the title of the staff— may be added to the consent agenda.
- Routine correspondence. The board may need to sign standard letters to donors, renew major vendor contracts (whose terms have already been renegotiated), or confirm a conventional action (such as opening a bank account) that requires board approval as stated in the bylaws.

## STEPS TO USING A CONSENT AGENDA

The following steps outline how to use a consent agenda successfully.

1. Distribute materials in advance. All items included on the consent agenda must be supported by documents that enable board members to make informed decisions. The clerk sends materials supporting items on the consent agenda to the board sufficiently in advance of the meeting to permit review. Committees and staff may also have to circulate memoranda.
2. Introduce the consent agenda at the meeting. The consent agenda is usually listed as the first item on the board meeting agenda. The board chair notes the items on the consent agenda and asks if any board member wishes for an item to be removed. This is the final moment for board members to raise their concerns.

3. Remove (if requested) an item from and accept the consent agenda. If a board member has a question, wants to discuss an item, or disagrees with a recommendation, he or she should request that the item be removed from the consent agenda. Without question or argument, the board chair should remove the item from the consent agenda and add it to the meeting agenda for discussion. If a board member needs to abstain from voting on a particular item in the consent agenda, he or she can make this explicit ahead of time and the item need not be removed.
4. Approve the consent agenda. If no one requests that an item be removed from the consent agenda, a simple unanimous yes vote is needed. The chair asks the board for a motion to approve the consent agenda in its entirety. After a motion and a second, the chair asks the board for its approval of the consent agenda. The board votes on the consent agenda items as a whole. The vote will, of necessity, be unanimous since any disagreement with an item should have been expressed earlier and the item removed from the consent agenda.
5. Document acceptance of the consent agenda. The minutes, circulated after the meeting, state that the consent agenda was approved unanimously and indicate which, if any, items were removed and addressed separately. All supporting materials should be saved with the agenda to demonstrate the information on which the board based its decision.

## **THE ULTIMATE BENEFIT: BETTER BOARD PERFORMANCE**

It's worth repeating: The main purpose of a consent agenda is to liberate board meetings from administrative details, repetitious discussions, and misdirected attention. The main benefit is better governance. Consent agendas allow the board to regularly dig deeper on strategic issues rather than take a superficial pass on a lot of issues. Traditional board meetings often focus on the past, learning about activities and results that occurred since the last meeting. Board members listen, ask for explanations, and seek assurance that staff has thought of everything. This leaves limited opportunity to focus on the future – how the community is changing, what programs will be most valuable, and ways the organization may need to evolve to best fulfill its mission.

The consent agenda removes one of the obstacles — limited time — to engaging the board meaningfully. With a consent agenda, the board is positioned to become an active participant in exploring the opportunities and challenges the organization faces today and in the future because routine business is handled efficiently.

**VILLAGE OF LITTLE CHUTE**

**RESOLUTION NO. SERIES 2019**

**A RESOLUTION PROVIDING A CONSENT AGENDA PROCEDURE**

**WHEREAS**, the Village of Little Chute Board of Trustees desires to use a consent agenda to expedite non-controversial items that require no discussion and are before the Board of Trustees; and

**WHEREAS**, it is necessary and appropriate to approve a procedure for consent agendas to assure all Trustees understand and agree on the process; and

**WHEREAS** it is necessary to assure that abuse of the procedure is avoided.

**NOW THEREFORE, BE IT RESOLVED** by the Village of Little Chute Board as follows:

1. The Village of Little Chute adopts and approves the use of a Consent Agenda process during its meetings.
2. The Village of Little Chute board authorizes all committees and boards of the Village to use the Consent Agenda format.
3. The Village of Little Chute adopts the following policy that governs Consent Agenda use until such time as this resolution is amended by the Board of Trustees.

**A. Location on the Agenda**

- a. Any removal of Consent Agenda items to the meeting agenda will occur immediately prior to approval of the meeting agenda.
- b. The village clerk will place the Consent Agenda on the meeting Agenda under the heading “Consent Agenda” and locate it immediately prior to any business being taken up by the trustees.

**B. Items Placed on the Consent Agenda**

The Village Administrator will make every attempt to place items on the Consent Agenda that are noncontroversial including, but not limited to the following:

- a. Minutes
- b. Disbursement List
- c. Authorizing the administrator to act on behalf of the Board of Trustees by signing any documents required as a result of any action of the Board of Trustees during the meeting
- d. Special Event Permits
- e. Updated organizational documents

- f. Operator Licenses
- g. Temporary “Class B” Retailer’s License
- h. Non-controversial resolutions
- i. Other routine items
- j. Items which have been thoroughly discussed previously

**C. Items Not To Be Placed on the Consent Agenda**

- a. Contracts
- b. Ordinances
- c. Audits

**D. Removal of Items from the Consent Agenda**

Upon any trustee indicating that the trustee wishes to discuss a particular consent agenda item, the clerk will remove that item from the consent agenda and place the item in an appropriate location on the meeting agenda.

**E. Discussion of Consent Agenda Items**

Trustees will not discuss any item remaining on the Consent Agenda after the opportunity to remove items from the Consent Agenda has passed.

**F. Consent Agenda Voting**

When Trustees take up the consent agenda, the only order of business is a motion to approve or a motion to disapprove ALL items on the Consent Agenda. Trustees will not vote on individual Consent Agenda items.

Introduced, approved and adopted: July 17, 2019

**VILLAGE OF LITTLE CHUTE**

By: \_\_\_\_\_  
Michael R. Vanden Berg, Village President

Attest: \_\_\_\_\_  
Laurie Decker, Village Clerk

Village of Little Chute  
**INFORMATION FOR VILLAGE BOARD CONSIDERATION**

**ITEM DESCRIPTION:** Request for Proposal (RFP) - Level of Service Audit/Organizational Study for Fire Services

**PREPARED BY:** James Fenlon, Administrator *JPF*

**REPORT DATE:** June 26, 2019

**EXPLANATION:** Recently the Village of Little Chute and Little Chute Fire Department released a Request for Proposals for a level of service audit and organizational study for fire services. The Village of Little Chute received three proposals, all from qualified firms, and the scope of services requested in the RFP process was proposed in each of the three studies. The firms proposed costs as follows:

- Public Administration Associates LLC - \$10,500
- McGrath Consulting Group, Inc. - \$19,950
- RW Management Group, Inc. - \$23,900

After careful review and consideration, the Fire Department is recommending and Village Administrator concurs that the Village of Little Chute enter into a contract with Public Administration Associates LLC for a fee of \$10,500 and an additional \$700 for direct expenses.

**RECOMMENDATION:** Approve the proposal for a Level of Service Audit/Organizational Study for Fire Services from Public Administration Associates, LLC at a cost not to exceed \$11,200.

Village of Little Chute  
**INFORMATION FOR VILLAGE BOARD CONSIDERATION**

**ITEM DESCRIPTION: 2020 Budget Guidance, Calendar and related documents**

**PREPARED BY:** James P. Fenlon, Administrator *JPF*

**REPORT DATE:** July 5<sup>th</sup>, 2019

**EXPLANATION:** This is the start of the annual budget process. The goal behind presenting the guidance, calendar and other related documents is to give the Board an opportunity to be more involved in the process. Also, if you were to have larger policy related items that may have budget impacts, it would be more productive to have those discussions now versus at the time of formal budget adoption. On July 17<sup>th</sup>, I will be asking that the Board of Trustees formally approve the guidance and related documents.

The attached guidelines highlight various items related to personnel and other costs. New this year, I am asking that all Departments adhere to budgets that meet or beat the Expenditure Restraint Program increases. In addition, the attached calendar identifies the timelines and milestones within the budget process. The goal of this document is to portray how we currently see the timeline being executed for the 2020 budget. Given the numerous points of intersect with external organizations, impacts to personnel (wages and insurance), and other factors, these timelines could shift through the process. It is also worth noting the Joint Budget date not shown at this point and will be updated with the Village of Kimberly in the near future. Finally, the budget request worksheet is added to provide an avenue for department information with regards to creating well-reasoned requests.

Again, this will be presented for action at the July 17<sup>th</sup> Regular Board Meeting.

**RECOMMENDATION: Provided for information.**

## 2020 Department Guidance

1. Personnel line items for non-represented employees in the past have been cross-referenced by both BLS CPI data (federal) and Wisconsin Employment Relations Commission (WERC). As evidenced by the June 12<sup>th</sup>, 2019 release of BLS CPI data, the data shows a 1.8% increase over the previous 12 months (<https://www.bls.gov/news.release/pdf/cpi.pdf>). When it comes to WERC data, they show that for 12/1/2019 that CPI for CBA's should be at 2.17% ([http://werc.wi.gov/doaroot/cpi-u\\_chart.htm](http://werc.wi.gov/doaroot/cpi-u_chart.htm)). It should also be noted the FVMPD PPA will be renegotiating a contract for 2020, so the association's COLA is unknown at this time. Preliminarily, I would propose a 2.0% COLA for all non-represented regular staff. As we are able to work through budget impacts, we can define what that increase equates from an expense perspective and ensure that the increase is responsible and achievable. Should we have to amend this approach we will bring any changes to the Board of Trustees during budget workshops.
2. WRS rates have been released and are attached to this document for all departments. In short, General Employees will see an increase in rates of 0.4% (half of which is covered by the employer and the other half covered by the employee). Protective with Social Security will see an increase of 1.22% (0.2% covered by the employee and the other increases covered by the employer). Please make note of this as you begin working on your department's budget.
3. As it pertains to the other figures impacting personnel, these figures will be released by the Finance Director as appropriate under normal timeframes. This would be for items such as health insurance premiums.
4. CIP requests will be consistent with 2019-2023 CIP. In essence, sliding "new" projects into 2020 unless Board/ADMIN or special circumstance exists. CIP requests should be consistent with foundational documents (Comprehensive Plan, Park Plan, previous CIP, Strategic Plan, Board or Legislative Authority guidance).
5. Budget requests for new personnel, programming, and equipment (technology included) must be accompanied by the attached "Budget Request Form". This will help the department, the Finance Director and Administrator, and the Village Board understand requests that propose changes from current budget. Pending the number of submittals, this will also enable prioritization. Lastly, submittals will be used in Budget Workshops and budget documents.
6. Discontinuation – This is also an option for programs, service or personnel and the form should be used as appropriate.
7. **For the 2020 budget submittal, I am asking that all departments limit any budget increase to less than that of the Expenditure Restraint Program, which is currently estimated to be 2.5%.** This is not to say that your increase cannot be less than the ERP amount. This is simply establishing the ceiling for growth. Budget growth should be controlled to the maximum extent. If you are proposing increases, ideally you are also identifying offsets, efficiencies or other gains that can be explained within the aforementioned "Budget Request Form".
8. Fees – If fees are a significant component to your budget, please update the Administrator and Finance Director as to the last time an increase or review was held of the current structure. Any change to the fee schedule should include market comparisons and a planned discussion with the Board of Trustees.
9. **Mission statement, accomplishments, goals and metrics will be required to be updated as appropriate and submitted to finance along with supporting documentation during the budget process.**

**WRS Employer Rates  
Current / Future Rates Inquiry**

07/05/2019

This page allows you to view current and future employer rates.

Employer Selection: 0095-000 :: LITTLE CHUTE, VILLAGE OF

[Return to Homepage](#)

Employer Name LITTLE CHUTE, VILLAGE OF

Employer Number 0095-000

General							
Calendar Year	Employee Required	Benefit Adjust	Employer Required	Prior Service	Duty Disability	Sick Leave	Total
2019	6.55	0.00	6.55	0.00	0.00	0.00	13.10
2020	6.75	0.00	6.75	0.00	0.00	0.00	13.50

Elected Officials, Judges, State Executive Pay Plan							
Calendar Year	Employee Required	Benefit Adjust	Employer Required	Prior Service	Duty Disability	Sick Leave	Total
2019	6.55	0.00	6.55	0.00	0.00	0.00	13.10
2020	6.75	0.00	6.75	0.00	0.00	0.00	13.50

Protective with Social Security							
Calendar Year	Employee Required	Benefit Adjust	Employer Required	Prior Service	Duty Disability	Sick Leave	Total
2019	6.55	0.00	10.55	0.00	0.17	0.00	17.27
2020	6.75	0.00	11.65	0.00	0.09	0.00	18.49

Protective without Social Security							
Calendar Year	Employee Required	Benefit Adjust	Employer Required	Prior Service	Duty Disability	Sick Leave	Total
2019	6.55	0.00	14.95	0.00	0.17	0.00	21.67
2020	6.75	0.00	16.25	0.00	0.09	0.00	23.09



# Little Chute

ESTABLISHED 1848

## Village of Little Chute 2020 Budget Request

### 2020 Department Request

#### Department Information

Department: \_\_\_\_\_

Title of request/Project: \_\_\_\_\_

Fiscal Year Impact (one time and recurring): \_\_\_\_\_

Type of request:

Personnel       Equipment       Programs       Other/Discontinuation

If "other", please explain:

Fund Line Item Detail: \_\_\_\_\_ Amount: \_\_\_\_\_

#### Explanation of Request

Comments on projected efficiencies/savings related to this request

Projected offsets within your budget related to this request

How does this request align with the foundational organizational documents, plans or strategies?

Other Comments

**VILLAGE OF LITTLE CHUTE**  
**2020 BUDGET CALENDAR**

<b>POLICY DATE</b>	<b>CALENDAR DATE</b>	<b>INFORMATION TO BE COMPLETED</b>
	<b>31-Jul-19</b>	Departmental CIP Drafts Due with <i>Individual Project Sheets</i>
	<b>August 1st to August 15th</b>	<i>Department Heads to Meet with Village Administrator (Discuss 2020 Budget needs)</i>
	<b>1-Aug-19</b>	Operating Budget Instructions/Template Available (FINANCE)
Fifth Friday in August	<b>30-Aug-19</b>	<b>2019-2023 Capital Improvement Budget Final - Village Administrator Review</b>
First Friday in September	<b>7-Sep-19</b>	Operating Budgets Due to Finance
	<b>9/7/2019 - 9/28/2019</b>	Finance Review/Completion of Operating Budget
First Wednesday in September	<b>4-Sep-19</b>	<b>2020-2024 Capital Improvement Plan Presentation - Village Board</b>
Third Tuesday in September	<b>17-Sep-19</b>	CIP Update - Utility Commission (Discussion Item)
Third Wednesday in September	<b>18-Sep-19</b>	<b><u>Adoption of 2019-2023 Capital Improvement Budget by the Village Board**</u></b>
Fourth Friday in September	<b>28-Sep-19</b>	2018 Operating Budget to Village Administrator
First Wednesday in October	<b>3-Oct-19</b>	Budget Work Session with Village Board (Regular Board)
Second Wednesday in October	<b>10-Oct-19</b>	Budget Work Session with Village Board (Committee of the Whole)
Third Tuesday in October	<b>16-Oct-19</b>	<b><u>Approval of Utility Budgets - Utility Commission**</u></b>
Third Wednesday in October	<b>17-Oct-19</b>	Budget Work Session with Village Board (Regular Board)
Fourth Wednesday in October	<b>23-Oct-19</b>	Budget Work Session with Village Board (Committee of the Whole)
Fifth Wednesday in October	<b>30-Oct-19</b>	Budget Work Session with Village Board (Committee of the Whole)
First Wednesday in November	<b>6-Nov-19</b>	<b><u>Adoption of 2019 Operating Budget by Village Board**</u></b>

August 1 - Equalized Value Released by State  
 Health Insurance Open Enrollment is October 1 - October 26, 2018 (TBD)  
 \*\* - Denotes Action

Village of Little Chute  
**REQUEST FOR VILLAGE BOARD CONSIDERATION**

**ITEM DESCRIPTION: Fox River Boardwalk DNR Grant Contract**

**PREPARED BY: Adam Breest, Parks, Recreation, & Forestry Director**

**REPORT DATE: July 5, 2019**

**ADMINISTRATOR'S REVIEW/COMMENTS:**

No additional comments to this report: \_\_\_\_\_

See additional comments attached: \_\_\_\_\_

**EXPLANATION:** In 2018, the Village's grant application with the State of Wisconsin Department of Natural Resources was selected for a grant in the amount of \$572,712 for the Fox River Boardwalk project. Since then, our application has gone through the state joint finance review and several other reviews and discussions. The Village has now been presented with the official grant agreement for the project.

The agreement being proposed between the Village and the State is for a grant in the amount of \$639,000. This is \$66,288 more than the initial grant amount. This is because our project was selected to receive extra funds from another project that did not need all their requested funds. The grant is broken down between two separate state grant programs. These are Acquisition and Development of Local Parks and Urban Rivers. The breakdown is below.

- Acquisition and Development of Local Parks - \$483,274
- Urban Rivers - \$155,276

Village staff are seeking approval of the grant agreement between the State and the Village. The grant agreements have been reviewed by the Village's legal team.

A separate grant agreement will be arriving shortly for the National Park Service grant that was awarded to the project.

At this time, we have received or allocated \$3,426,374.76 towards the Fox River Boardwalk project. This funding includes budgeted money from both the City and Village, federal/state/local grants, and private donations. The project estimate that was provided in spring of 2018 is \$3,277,876.

**ATTACHMENTS:** DNR Stewardship Grant Agreement – Urban Rivers and Acquisition and Development of Local Parks.

**RECOMMENDATION:** Action to enter into an agreement with the State of Wisconsin to accept the state's grants for the Fox River Boardwalk Project



June 20, 2019

► ACTION NEEDED ◀  
**Acquisition and Development of Local Parks**  
**Grant# SADLP-3-19-1304**  
**Grant Amount: \$483,274.00**

**Urban Rivers**  
**Grant# URGP-3-19-334**  
**Grant Amount: \$155,726.00**

Adam Breest  
Village of Little Chute  
108 W Main St  
Little Chute, WI 54140

Dear Mr. Breest:

Congratulations! On behalf of the Governor, I am pleased to forward you a grant contract for the Loop the Locks Trail Fox River Boardwalk project.

Please review the contract. **Within 30 days of this letter's date, please return a copy of the contract, signed by an authorized official and notarized**, to Jessica Terrien at the Northeast Region, 2984 Shawano Avenue, Green Bay, WI 54313.

Please read the following information, as it pertains to your grant award:

- The enclosed grant contract includes two paired awards, SADLP-3-19-1204 and URGP-3-19-334. Together, these awards total \$639,000.
- The federal Land and Water Conservation Fund grant award for this project (\$483,072) will be executed via a separate grant agreement. Per requirements of the U.S. Department of the Interior – National Park Service, the Village of Little Chute and City of Kaukauna will be co-sponsors (i.e. grantees) on the Land and Water Conservation Fund contract. DNR received confirmation from the City of Kaukauna confirmed regarding their willingness to serve as a co-sponsor on the federal grant.
- Grant Award Time Period: **June 20, 2019 through June 30, 2021**. All project activities must occur within this time period to be eligible for reimbursement.
- You are entitled to a project advance. This advance payment is made available to you to cover costs you may incur in the initial stages of the project. The advance payment is equal to 50% of the state cost sharing assistance. If you wish to request the advance payment, please check the box where noted in the contract.
- Your advance or reimbursement check will be mailed to Village of Little Chute, Attn: Adam Breest, 108 W Main St, Little Chute, WI 54140. This is the check recipient that appears in our records.
- Changes to the approved project scope may not be made without prior approval from the Department. Scope changes will be evaluated relative to the project scope approved by the Joint Committee on Finance on February 25, 2019.
- Contract provisions require resolution of archeological, historical, and cultural resource issues prior to initiating construction, as described in recent communications between the Village and the DNR SHPO, Ricky Kubicek. Protection of archeological, historical, and cultural resources is critical in

every project, particularly in areas with known occurrences. Although schedule delays are frustrating, I appreciate you working closely with Ricky on this aspect of the project. Note that the federal contract includes a provision that precludes any ground disturbance prior to receiving a letter from the National Park Service that documents completion of the federal Section 106 process.

- Please check your local procedures to insure you comply with all applicable state laws regarding competitive bidding and awarding. DNR guidance on this topic can be found by going to: <http://dnr.wi.gov/Aid/documents/ProcurementGuide.pdf>.
- The entire grant contract, including the legal description, must be recorded on the deed(s) in order to process your final reimbursement. Please send Jessica a copy of the recorded contract before requesting final reimbursement. Note - as of 6/20/19, locations of the bridge footers had not yet been finalized. As outlined in Exhibit A, the Village must insert a final legal description that includes the footprint of all grant-funded elements prior to recording the contract and requesting reimbursement.

Financial administration forms can be found on the DNR website: <http://dnr.wi.gov/Aid/forms.html>. Please submit reimbursement claim forms for your project to Jessica. Feel free to contact her at 920-662-5121 if you have any questions about your grant award or the reimbursement procedures. I am pleased to support this key segment of the Loop the Locks Trail.

Sincerely,



Jennifer Gihring  
Bureau of Facilities & Lands

Enclosure

C: Jessica Terrien – NER

This document drafted by:  
State of Wisconsin  
Department of Natural Resources  
P.O. Box 7921  
Madison WI 53707-7921

**OUTDOOR RECREATION AIDS  
GRANT CONTRACT**

Form 8700-065c (8/12)

**Notice**

Collection of this information is authorized under ss. 23.09(11), 23.09(26), 350.12(4), 23.33, and 30.92, Wis. Stats., and chs. NR 7, NR 50, NR 51, and NR 64, Wis. Admin. Code. Personally identifiable information collected will be used for program administration and may be made available to requesters as required under Wisconsin's Open Records Law [ss.19.31 - 19.39, Wis. Stats].

**Sponsor:**

Village of Little Chute

**Project Number:**

SADLP3-19-1304  
URGP3-19-343

**Project Title:**

Fox River Boardwalk – Loop the Locks Trail

**Program Name:**

Knowles-Nelson Stewardship Program

Acquisition and Development of Local Parks and Urban Rivers Subprograms

**Payment Period:** (Period during which grant funds will be encumbered and available for payment to the Sponsor under this Outdoor Recreation Aids Grant Contract, hereinafter referred to as the "Contract".)

June 20, 2019 through June 30, 2021

Name and Return Address

**Project Scope:**

The Village of Little Chute will construct a boardwalk over the Fox River to connect segments of the Loop the Locks Trail between Little Chute and the City of Kaukauna. Trail uses include hiking, biking, cross country skiing, and snowshoeing.

Parcel Identification Number (PIN)

**Legal Description (hereinafter referred to as Property):**

See Exhibit A.

All obligations, terms, conditions and restrictions imposed by this Contract shall be deemed to be covenants and restrictions running with the Property, shall be limited to the use and development of the Property from the date of this Contract, and shall bind the parties hereto and their respective personal representative, successors, and assigns, in perpetuity. The rights herein conveyed are subject to the interests of the State of Wisconsin and the Department of Natural Resources Stewardship Program under Chapter 23, Wisconsin Statutes and Chapter NR 51 of the Wisconsin Administrative Code.

By acceptance of this Contract the Sponsor, for itself, its successors and assigns, hereby covenants and agrees not to convey, sell, lease, assign, mortgage or otherwise encumber the Property or convert it to uses or purposes inconsistent with the Stewardship Program and this Contract without the prior written approval of the Wisconsin Department of Natural Resources.

Project Financial Assistance Summary		The following documents are hereby incorporated into and made part of this Contract:
Total Project Cost	\$3,035,631.00	1. Chapter 23, Wis. Stats. 2. Chapter NR 51, Wisconsin Administrative Code 3. Chapter NR 52, Wisconsin Administrative Code 4. Grant Application, attachments, and addendums
Cost-Share Percentage	Not to exceed 50%	
State Aid Amount	\$483,274 ADLP \$155,726 URGP \$639,000 Total State Aid	
Project Sponsor Share	\$2,396,631.00	

## **A. General Conditions:**

1. The State of Wisconsin Department of Natural Resources (Department) and the Sponsor mutually agree to perform this Contract in accordance with the Acquisition and Development of Local Parks and Urban Rivers subprograms and with the project proposal, application, terms, promises, conditions, plans, specifications, estimates, procedures, maps and also any assurances attached and made a part of this Contract.
2. This Contract, together with any referenced parts and attachments, shall constitute the entire Contract and previous communications, understandings, representations or contracts pertaining to the subject matter of this Contract are superseded. Any revisions, including cost adjustments, shall be made by a written amendment to this Contract, signed by both parties prior to the termination date of the Contract. Time extensions and scope changes to the Contract may be granted to the Sponsor by the Department in writing without the requirements of Sponsor signature.
3. Failure by the Sponsor to comply with the terms of this Contract may not cause the suspension of all obligations of the State if, in the judgment of the Secretary of the Department, such failure was not the fault of the Sponsor. In such case, any amount required to settle at minimum costs any irrevocable obligations properly incurred shall be eligible for assistance under this Contract, at the Department's discretion.

### **The Project Sponsor:**

4. Agrees to comply with all applicable state, local and federal statutes and regulations in fulfilling terms of this Contract, including but not limited to, general and special zoning, land use permit requirements, disability access, environmental quality, historical and archeological preservation. In particular, the Sponsor agrees to comply with the provisions of Chapter NR 51, Wis. Adm. Code, as well as comply with all applicable local and state contract and bidding requirements. The Sponsor should consult its legal counsel with questions concerning Contracts and bidding.
5. May decline the offer of financial assistance provided through this Contract, in writing, at any time prior to the starting of the project and before expending any funds. After the project has been started or funds expended, this Contract may be rescinded, modified, or amended only by mutual written agreement of the parties.
6. Agrees, to save, keep harmless, defend and indemnify the Department and all its officers, employees and agents, from and against any and all liability claims, costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operation or performance of work in connection with this Contract or omissions of Sponsor's employees, agents or representatives.
7. Agrees to reimburse the Department of any and all funds the Department deems appropriate in the event the Sponsor fails to comply with the conditions of this Contract or project proposal as described, or fails to provide public benefits as indicated in the project application, proposal description or this Contract. In addition, should the Sponsor fail to comply with the conditions of this Contract, fail to progress due to non-appropriation of funds, or fail to progress with or complete the project to the satisfaction of the Department, all obligations of the Department under this Contract may be terminated, including further project cost payment.
8. Agrees, in connection with the performance of work under this Contract, not to discriminate against any employee or applicant for employment because of age, race, religion, color, disability, handicap, sex, physical condition, developmental disability as defined in s. 51.01(5), Wis. Status, sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Sponsor further agrees to take affirmative action to ensure equal employment opportunities, as required by law. The Sponsor agrees to post in conspicuous places available, for employees and applicants for employment, notices to be provided by the Contracting officer setting forth the provisions of the nondiscrimination clause.
9. Agrees not to discriminate against any person in the use and enjoyment of the property on the basis of age, race, creed, color, handicap, marital status, conviction record, arrest record, sex, national origin, ancestry, sexual orientation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States or this state.
10. Agrees that reasonable entrance, service or user's fees may be charged and retained by the Sponsor to defray operation and maintenance costs subject to Department review and approval. If such fees do not exceed the fees charged for daily entrance to state parks, Department fee approval is not required.
11. Agrees that income accruing to the Property shall be used to further the objectives of the project as stated in this Contract or to further the objectives of another Stewardship project. However, if the Property is entered into the County Forest Law Program, income derived from that program shall be distributed according to s. 28.11 Wis. Stats.
12. Shall maintain financial and accounting records for the grant in accordance with generally accepted accounting principles and practices. These records may be reviewed by state officials.
13. Shall display a sign at the property acknowledging funding through the Knowles-Nelson Stewardship Program and Wisconsin Department of Natural Resources.
14. Shall agree to have an annual audit performed in accordance with 2 CFR Part 200 Uniform -- Administrative Requirements, Cost Principles, & Audit Requirements for Federal Awards (also known as "Uniform Guidance") and WI State Single Audit Guidelines found at <http://www.doa.state.wi.us/Divisions/Budget-and-Finance/Financial-Reporting/state-controllers-office/state-single-audit-guidelines-issued>

by Wisconsin Department of Administration, State Controller's Office, if Grantee expends federal grant funds totaling \$750,000 or more during the fiscal year and the those funds were received from a State or Federal agency.

The Department:

15. Promises, in consideration of the covenants and Contracts made by the Sponsor, to obligate for the Sponsor the amount shown as "State Aid Amount" on page 1, and to tender to the Sponsor that portion of the obligation which is required to pay the Department's share of the costs based upon the state providing 50 percent of eligible project costs. The Sponsor promises, in consideration of the promises made by the Department, to execute the project described in accordance with this agreement.
16. Agrees that the Sponsor shall have sole control of the method, hours worked, and time and manner of any performance under this agreement other than as specifically provided in this document. The Department reserves the right only to inspect the job site or premises for the sole purpose of insuring that the performance is progressing or has been completed in compliance with the agreement. The Department takes no responsibility of supervision or direction of the performance of the agreement to be performed by the Sponsor or the Sponsor's employees or agents. The Sponsor is an Independent Contractor for all purposes, not an employee or agent of the Department. The Department further agrees that it will exercise no control over the selection and dismissal of the Sponsor's employees or agents.

**B. Special Conditions:**

- a. Property acquired or developed with assistance from this program shall not be converted to uses inconsistent with public outdoor recreation without the prior written approval of this Department.
- b. All applicable permits, licenses and approvals, including water and wetland regulatory permits and approvals, required by federal, state or local agencies must be obtained prior to project construction and complied with fully during project construction and the life of the project.
- c. Erosion control will be accomplished using the guidelines in the Wisconsin Construction Site Best Management Practice Handbook. Construction sites associated with land disturbing activities over one acre within 500 feet of a surface water body require an erosion control plan prepared by the Sponsor, to be submitted to the Department of Natural Resources for approval. Surface bodies include permanent flowing streams, ponds and lakes. Construction sites disturbing more than five acres of land require a permit for stormwater discharges from construction sites to be issued by the Department of Natural Resources.
- d. All existing overhead utility services if feasible shall be buried and any new utility services provided through this project must be installed underground.
- e. Stormwater permits are required if grading >1 acre, and filling or grading in wetlands requires a Corps of Engineers and Department permits.
- f. Development plans must be submitted to the Department for approval prior to any construction.
- g. All facilities constructed with assistance from this program must be accessible to persons with disabilities. All facilities developed with these grant funds shall be connected by linkage trails to a main walkway and/or parking lot.
- h. If the project involves construction or renovation of parking facilities, the sponsor shall provide accessible parking that meets or exceeds requirements of the 2010 Americans with Disabilities Act Standards for Accessible Design, state requirements, or local requirements, whichever is most stringent. A minimum of one stall must be van accessible.
- i. Final structure construction plans must be approved and stamped for structural adequacy by a licensed professional engineer before construction begins. (if a structure)
- j. The Department of Safety and Professional Services (formerly Department of Commerce) must approve all sanitary facility plans before construction begins. (if restroom)
- k. Structural approval for all restroom or shelter buildings less than 25,000 cubic feet must be obtained from a licensed professional engineer before construction begins. Structural approval for all restroom or shelter buildings exceeding 25,000 cubic feet must be obtained from the Department of Safety and Professional Services (formerly Department of Commerce) before construction begins. (if shelter or restroom)
- l. Conditions related to invasive species movement. The applicant and operator agree to the following methods required under s. NR 109.05(2), Wis. Adm. Code for controlling, transporting and disposing of aquatic plants and animals, and moving water:
  - Aquatic plants and animals shall be removed and water drained from all equipment as required by s. 30.07, Wis. Stats., and ss. NR 19.055 and 40.07, Wis. Adm. Code. when moving equipment between surface water or wetlands.
  - Operator shall comply with the most recent Department-approved 'Boat, Gear, and Equipment Decontamination and Disinfection Protocol', Manual Code # 9183.1, available at <http://dnr.wi.gov/topic/invasives/disinfection.html>

**Check here if you request advance payment totaling \$319,500.00**

The person(s) signing for the Sponsor represents both personally and as an agent of his or her principal that he or she is authorized to execute this Contract and bind his or her principal, either by a duly adopted resolution or otherwise.

VILLAGE OF LITTLE CHUTE

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

BY \_\_\_\_\_  
Signature of Sponsor Representative

\_\_\_\_\_  
Typed Name of Sponsor Representative

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named \_\_\_\_\_  
to me known to be the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Typed or Printed Name of Notary Public  
Notary Public, State of Wisconsin

My Commission expires \_\_\_\_\_

State of Wisconsin, \_\_\_\_\_ County

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES

Signed this 24 day of June, 2019.

BY Jennifer Gihring  
Jennifer Gihring, Grant Manager  
Bureau of Facilities and Lands

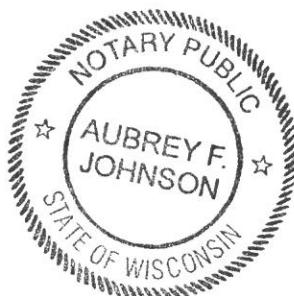
Personally came before me this 24 day of June, 2019, the above named Jennifer Gihring  
to me known to be the person who executed the foregoing instrument and acknowledged the same.

Aubrey F. Johnson  
Signature of Notary Public

Aubrey F. Johnson  
Typed or Printed Name of Notary Public  
Notary Public, State of Wisconsin

My commission expires 11/10/20

State of Wisconsin, DANE County



**Exhibit A**

Legal Description  
(Loop the Locks Trail – Fox River Boardwalk, Village of Little Chute;  
SADLP3-19-1304 & URGP3-19-334)

**<TO BE INSERTED BY THE VILLAGE PRIOR TO RECORDING>**

Village of Little Chute  
**INFORMATION FOR VILLAGE BOARD CONSIDERATION**

**ITEM DESCRIPTION:** 2020 Summer Hours

**PREPARED BY:** James Fenlon, Administrator *JPF*

**REPORT DATE:** July 5<sup>th</sup>, 2019

**EXPLANATION:** For information, attached to this IFC is Policy 401 from the 2019 Personnel Manual (<http://www.littlechutewi.org/DocumentCenter/View/5357/2019-Personnel-Manual>) on work hours. Per the policy, Village Offices are to be open from 8 AM to 4:30 PM. Additionally, the policy allows each Department the ability to establish a flexible schedule to enhance the ability of the Village to fulfill its responsibilities, to render services to the public, and to enhance employee morale.

With that being said, Village Hall and other Departments will be looking at the possibility of instituting a flexible schedule from August 5<sup>th</sup> through August 30<sup>th</sup> in 2019 as a pilot that maintains hours, services and flexibility for employees. The goal of this pilot effort will be to inform each department of our ability to implement a more robust flexible summer schedule in the summer months of 2020 from May through August.

**RECOMMENDATION:** Provided for information.

## **POLICY 401 HOURS OF WORK**

1. **Purpose.** To provide employees with regular work hours and work schedules while ensuring staffing coverage necessary for effective Village operations.
2. **Business Hours.**
  - 2.1 Village offices are open from 8 a.m. to 4:30 p.m. Monday through Friday except for established holidays or as determined by the Village Board. Each department is required to be staffed to service the public during these times. Normal work hours are 8 a.m. to 4:30 p.m., however, scheduling may be adjusted according to operational needs within a given department.
3. **Flexible Schedules.**
  - 3.1 The purpose of flexible schedules is to enhance the ability of the Village to fulfill its responsibilities, to render services to the public, and to enhance employee morale.
  - 3.2 A flexible schedule may be worked out with the prior approval of the department head, or designee, and affected employee(s).
  - 3.3 The department head, or designee, may discontinue the flexible schedule. When discontinuing or altering an established flexible schedule, the department head will normally provide the employee with two (2) weeks advance notice of such change.

## **POLICY 401 HOURS OF WORK**

Effective Date: January 20<sup>th</sup>, 2016  
Revised Date:

*Village of Little Chute  
Employee Policy Manual*

## Disbursement List - July 10, 2019

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Payroll & Payroll Liabilities - June 27, 2019	\$227,397.96
Prepaid Invoices - June 21, 2019	\$47,280.09
Prepaid Invoices - June 28, 2019	\$55,311.25
Prepaid Invoices - July 5, 2019	\$29,696.77

Utility Commission-

### CURRENT ITEMS

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Bills List - July 10, 2019	\$75,225.52
<b>Total Payroll, Prepaid &amp; Invoices</b>	<b>\$434,911.59</b>

The above payments are recommended for approval:

Rejected: \_\_\_\_\_

Approved July 10, 2019

\_\_\_\_\_  
Michael R Vanden Berg, Village President

\_\_\_\_\_  
Laurie Decker, Clerk

## Report Criteria:

Invoice Detail.Voided = { } FALSE

Invoice	Description	Total Cost	GL Account
<b>AMBROSIUS, WILLIE</b>			
6/13/19 - 6/27/19	MEN'S SOFTBALL SUPERVISOR	45.00	101-55300-111
6/13/19 - 6/27/19	MEN'S SOFTBALL UMPIRE	214.50	101-55300-111
<b>Total AMBROSIUS, WILLIE:</b>		<b>259.50</b>	
<b>AMPLITEL TECHNOLOGIES</b>			
14136	MICROSOFT OFFICE 365-JULY	680.00	207-52120-204
14138	MICROSOFT OFFICE 365-JULY	637.48	404-57190-208
14142	DATTO BACK-UP SERVICES 07/19	375.00	207-52120-204
14144	MONTHLY DATTO BACK-UP SERVICE 07/19	325.00	404-57190-204
14160	MONTHLY ANTI-VIRUS SERVICE-JULY	147.00	404-57190-204
14173	MONTHLY ANTI-VIRUS SERVICE-JULY	99.00	207-52120-240
14218	EQUIPMENT DESTRUCTION	160.00	207-52120-240
<b>Total AMPLITEL TECHNOLOGIES:</b>		<b>2,423.48</b>	
<b>ANDRES, STEVE</b>			
06/19 REIMBURSE	WSFCA CONVENTION REIMBURSEMENT	83.54	101-52200-201
062319	WSFCA CONVENTION PER DIEM	375.00	101-52200-112
<b>Total ANDRES, STEVE:</b>		<b>458.54</b>	
<b>APPLETON TROPHY &amp; ENGRAVING</b>			
16852	PLAQUE FOR CHAPLAIN	135.00	207-52120-227
16852	NEW SQUAD TAGS	22.50	207-52120-218
16852	NAME TAGS	24.00	207-52120-212
<b>Total APPLETON TROPHY &amp; ENGRAVING:</b>		<b>181.50</b>	
<b>AUTOMATED COMFORT CONTROLS</b>			
23927	SEMI-ANNUAL BILLING @ PUBLIC WORKS-5/1/19-	2,316.00	101-53310-243
23928	SEMI-ANNUAL BILLING @ LIBRARY-1/1/19-6/30/19	949.00	206-55110-243
23929	SEMI-ANNUAL BILLING @ METRO-1/1/19-6/30/19	589.50	207-52120-243
23929	SEMI-ANNUAL BILLING @ LCFD-1/1/19-6/30/19	196.50	101-52250-243
23930	SEMI-ANNUAL BILLING @ VILLAGE HALL-1/1/19-6/	1,500.00	101-51650-243
24073	SPRING MAINTENANCE @ MUNICIPAL GARAGE	371.62	101-53310-245
24074	SPRING MAINTENANCE @ LIBRARY	205.05	206-55110-243
24080	SEMI-ANNUAL BILLING @ PUBLIC WORKS-5/1/18-	2,316.00	101-53310-243
24080	SEMI-ANNUAL BILLING @ PUBLIC WORKS-11/1/18	2,316.00	101-53310-243
<b>Total AUTOMATED COMFORT CONTROLS:</b>		<b>10,759.67</b>	
<b>BAUMGART PLUMBING</b>			
3675	REPLACE TRAP IN POOL MECHANICAL ROOM	446.80	204-55420-242
<b>Total BAUMGART PLUMBING:</b>		<b>446.80</b>	
<b>BAYCOM INC</b>			
21191	INSTALLED LAPTOP DOCK IN SQUAD #99	4,514.00	207-52120-248
<b>Total BAYCOM INC:</b>		<b>4,514.00</b>	

Invoice	Description	Total Cost	GL Account
<b>BERGSTROM FORD-LINCOLN</b>			
335596 RE-KEY SQUAD 191		624.08	207-52120-303
<b>Total BERGSTROM FORD-LINCOLN:</b>		<b>624.08</b>	
<b>BE'S COFFEE AND VENDING SERVICE INC</b>			
3700373733 COFFEE FOR PD		46.62	207-52120-218
<b>Total BE'S COFFEE AND VENDING SERVICE INC:</b>		<b>46.62</b>	
<b>BONS, SCOTT</b>			
06/19 REIMBURSE STATE FIRE INVESTIGATORS TRAINING		87.00	101-52200-201
060419 STATE FIRE INVESTIGATORS TRAINING		375.00	101-52200-112
<b>Total BONS, SCOTT:</b>		<b>462.00</b>	
<b>BORK, BRIAN</b>			
06/19 REIMBURSE FIRE INVESTIGATION TRAINING REIMBURSEMENT		185.60	101-52200-201
060419 FIRE INVESTIGATION TRAINING REIMBURSEMENT		375.00	101-52200-112
<b>Total BORK, BRIAN:</b>		<b>560.60</b>	
<b>CAMPBELL, AMANDA</b>			
061119 REFUND SUMMER TAKE OFF EVENT		8.00	101-34413
<b>Total CAMPBELL, AMANDA:</b>		<b>8.00</b>	
<b>CITY OF APPLETON</b>			
2534 MAY 2019 TRANSIT		7,362.00	101-51780-233
2608 JULY WEIGHTS & MEASURES		580.00	101-52050-204
<b>Total CITY OF APPLETON:</b>		<b>7,942.00</b>	
<b>CIVIC SYSTEMS LLC</b>			
CVC18060 SEMI ANNUAL SUPPORT FEES 7/1/19-12/31/19		350.00	620-53644-253
CVC18060 SEMI ANNUAL SUPPORT FEES 7/1/19-12/31/19		1,030.75	610-53614-208
CVC18060 SEMI ANNUAL SUPPORT FEES 7/1/19-12/31/19		1,030.75	620-53924-208
CVC18060 SEMI ANNUAL SUPPORT FEES 7/1/19-12/31/19		1,030.75	630-53444-208
CVC18060 SEMI ANNUAL SUPPORT FEES 7/1/19-12/31/19		4,500.00	101-51420-204
CVC18060 SEMI ANNUAL SUPPORT FEES 7/1/19-12/31/19		1,030.75	201-53620-208
<b>Total CIVIC SYSTEMS LLC:</b>		<b>8,973.00</b>	
<b>CREATIVE SERVICES OF NEW ENGLAND</b>			
D19-23697 JUNIOR OFFICER BADGE STICKERS		268.95	207-52120-218
<b>Total CREATIVE SERVICES OF NEW ENGLAND:</b>		<b>268.95</b>	
<b>DAMAGE PREVENTION SERVICES</b>			
2838 JUNE LOCATES		544.12	610-53612-209
2838 JUNE LOCATES		1,339.63	620-53644-209
2838 JUNE LOCATES		643.62	630-53442-209
<b>Total DAMAGE PREVENTION SERVICES:</b>		<b>2,527.37</b>	
<b>DE BRUIN, CAROL</b>			
HEESAKKER 6/23/ SECURITY DEPOSIT REFUND		20.00	101-34401

Invoice	Description	Total Cost	GL Account
<b>Total DE BRUIN, CAROL:</b>		<b>20.00</b>	
<b>DISSEN, DUANE</b>			
06/19 REIMBURSE SCHOOL RESOURCE OFFICER TRAINING		66.35	207-52120-201
<b>Total DISSEN, DUANE:</b>		<b>66.35</b>	
<b>DISTRICT 2, INC.</b>			
2508 5 GAL PAIL GEAR WASH & PPE CLEANER		268.50	101-52200-215
<b>Total DISTRICT 2, INC.:</b>		<b>268.50</b>	
<b>DOUGHERTY, VICKY</b>			
061719 REFUND TINY TOTS B FEE		15.00	101-34413
<b>Total DOUGHERTY, VICKY:</b>		<b>15.00</b>	
<b>DOWNTOWN IDEA EXCHANGE</b>			
1371581 1 YEAR SUBSCRIPTION		246.50	101-51530-208
<b>Total DOWNTOWN IDEA EXCHANGE:</b>		<b>246.50</b>	
<b>EAGLE GRAPHICS LLC</b>			
168843 VILLAGE HALL CLOTHING-KOEBE		111.94	101-55300-225
168843 VILLAGE HALL CLOTHING-BREEST		101.94	101-55300-225
168843 VILLAGE HALL CLOTHING-NEUMANN		5.14	101-52250-244
168843 VILLAGE HALL CLOTHING-NEUMANN		15.42	207-52120-244
168843 VILLAGE HALL CLOTHING-NEUMANN		32.42	101-51650-244
168843 VILLAGE HALL CLOTHING-NEUMANN		46.94	206-55110-244
168843 EMBROIDERY SET UP CHARGE		75.00	101-51400-207
170970 BAND SHIRTS		217.00	204-55420-218
<b>Total EAGLE GRAPHICS LLC:</b>		<b>605.80</b>	
<b>EZ GLIDE GARAGE DOORS</b>			
162407 SERVICE CALL TO REPAIR DOOR @ MSB		147.50	101-53310-204
<b>Total EZ GLIDE GARAGE DOORS:</b>		<b>147.50</b>	
<b>FARRELL EQUIPMENT &amp; SUPPLY CO INC</b>			
1027612 EAR PLUGS		36.00	101-53310-213
1027612 EAR PLUGS		24.00	101-55200-213
<b>Total FARRELL EQUIPMENT &amp; SUPPLY CO INC:</b>		<b>60.00</b>	
<b>FOX CITIES CONVENTION &amp; VISITORS BUREAU</b>			
2020GUIDEVGLC 2020 FOX CITIES DEST GUIDE ADVERTISING		1,100.00	101-56700-227
<b>Total FOX CITIES CONVENTION &amp; VISITORS BUREAU:</b>		<b>1,100.00</b>	
<b>FOX CITIES JANITORIAL</b>			
9142 MONTHLY CLEANING-LCFD		200.00	101-52250-243
9142 MONTHLY CLEANING-METRO		795.00	207-52120-243
<b>Total FOX CITIES JANITORIAL:</b>		<b>995.00</b>	

Invoice	Description	Total Cost	GL Account
FOX VALLEY TECHNICAL COLLEGE 531125 SRO & BIT TRAINING-METRO		755.00	207-52120-201
Total FOX VALLEY TECHNICAL COLLEGE:		755.00	
FRIEBEL, SHARON CFEST 6/16/19 SECURITY DEPOSIT REFUND		50.00	101-21235
Total FRIEBEL, SHARON:		50.00	
GENE FREDERICKSON 25481 TOPSOIL 25481 TOPSOIL 25481 TOPSOIL		204.00 102.00 102.00	101-53300-216 101-53300-216 101-55200-215
Total GENE FREDERICKSON:		408.00	
GENKE, TANYA 061519 SECURITY DEPOSIT REFUND		100.00	208-21235
Total GENKE, TANYA:		100.00	
GOLD CROSS AMBULANCE INC 5588 CPR & AED TRAINING - GUEL		194.98	207-52120-201
Total GOLD CROSS AMBULANCE INC:		194.98	
GRAINGER 9201231678 DRILL ROD FOR TRUCK #125		9.89	101-53330-225
Total GRAINGER:		9.89	
GRIESBACH READY-MIX LLC 4529 CONCRETE SUNNYDALE 4529 CONCRETE SUNNYDALE 4615 CONCRETE MANOR PLACE		98.50 886.50 839.50	620-53644-216 101-53300-216 101-53300-216
Total GRIESBACH READY-MIX LLC:		1,824.50	
HALRON LUBRICANTS INC 1079875 DIESEL EXHAUST FLUID PURUS/HEAVY MOBIL CM1080906 DRUM RETURN		365.50 20.00-	101-53330-217 101-53330-217
Total HALRON LUBRICANTS INC:		345.50	
HEINZ, JESSICA 061719-1 REFUND SUMMER TAKE OFF EVENT		16.00	101-34413
Total HEINZ, JESSICA:		16.00	
HIETPAS, ADAM 06/19 REIMBURSE SAFETY SHOE REIMBURSEMENT		50.00	101-53310-213
Total HIETPAS, ADAM:		50.00	
HOME DEPOT CREDIT SERVICES 16623 MULTI-BIT SCREWDRIVER/HAND SPREADER		46.63	206-55110-242

Invoice	Description	Total Cost	GL Account
16623	TAX CREDIT	9.23-	101-55200-218
Total HOME DEPOT CREDIT SERVICES:		37.40	
J.F. AHERN CO			
323089	FIRE EXTINGUISHER	432.85	101-52200-213
Total J.F. AHERN CO:		432.85	
JANSEN, MARK			
06/19 REIMBURSE	WSFCA CONFERENCE REIMBURSEMENT	22.59	101-52200-201
062319	WSFCA CONFERENCE PER DIEM	450.00	101-52200-112
Total JANSEN, MARK:		472.59	
JX ENTERPRISES INC			
1423097S	INSTALLED NEW AXLE HUB TRUCK #6	349.98	101-53330-204
1423097S	INSTALLED NEW AXLE HUB TRUCK #6	426.95	101-53330-225
1486527P	BRAKE VALVE FOR TRUCK #6	152.00	101-53330-225
CM1484448P	CORE CREDIT	75.44-	101-53330-225
Total JX ENTERPRISES INC:		853.49	
KERRY'S VROOM SERVICE INC			
9183	OIL & FILTER CHANGE - UNIT#94	43.47	207-52120-247
9184	INSTALL BRAKES, PADS, & ROTORS SQUAD #93	826.67	207-52120-247
9185	OIL & FILTER CHANGE - UNIT#181	43.47	207-52120-247
Total KERRY'S VROOM SERVICE INC:		913.61	
KOEBE, DONNA			
070119	CIVIC CENTER RENTAL REFUND	100.00	206-38211
Total KOEBE, DONNA:		100.00	
KOSITZKE, ROXANNE			
CFEST 6/15/19	SECURITY DEPOSIT REFUND	50.00	101-21235
Total KOSITZKE, ROXANNE:		50.00	
KRUEGER, KIRBY			
6/13/19 - 6/27/19	MEN'S SOFTBALL UMPIRE	214.50	101-55300-111
Total KRUEGER, KIRBY:		214.50	
LANTAGNE, SHERRY			
062319	SECURITY DEPOSIT REFUND	100.00	208-21235
Total LANTAGNE, SHERRY:		100.00	
LEON-VILLALPANDO, ALBERTO			
061419	RENTAL FEE REFUND	250.00	208-34401
VLIESHOUT 6/14/1	REFUND RENTAL FEE	100.00	208-21235
Total LEON-VILLALPANDO, ALBERTO:		350.00	

Invoice	Description	Total Cost	GL Account
<b>LIEBHABER, DUSTIN</b>			
062219	SECURITY DEPOSIT REFUND	100.00	208-21235
<b>Total LIEBHABER, DUSTIN:</b>			
		100.00	
<b>LILLGE, JENNIFER</b>			
CFEST 6/14/19	SECURITY DEPOSIT REFUND	50.00	101-21235
<b>Total LILLGE, JENNIFER:</b>			
		50.00	
<b>LINDNER ACE HARDWARE LITTLE CHUTE</b>			
257436-333011	FLAG CLIPS	5.98	207-52120-218
257507-325003	PARTS FOR WATER DEPT	14.57	620-53634-255
257603-325003	PARTS FOR WATER DEPT	9.59	620-53634-255
257623-325003	PARTS FOR WATER DEPT	1.58	620-53634-255
257651-312001	GARBAGE BAGS	13.99	101-52200-218
257678-312001	TIRE CLEANER	13.18	101-52200-218
<b>Total LINDNER ACE HARDWARE LITTLE CHUTE:</b>			
		58.89	
<b>LLOYD, MICHAEL</b>			
05/19 REIMBURSE	REIMBURSE FOR KWIK TRIP GIFT CARD	30.00	101-52200-219
<b>Total LLOYD, MICHAEL:</b>			
		30.00	
<b>MARCINIAK, DAWN</b>			
HEESAKKER 6/22/	SECURITY DEPOSIT REFUND	20.00	101-21235
<b>Total MARCINIAK, DAWN:</b>			
		20.00	
<b>MCC INC</b>			
169959	3/4" DENSE CRUSHER RUN STONE/SIDEWALK	103.33	101-53300-216
169959	3/4" DENSE CRUSHER RUN STONE/STREETS	54.08	101-53300-216
172355	HOT MIX ASPHALT	802.38	620-53644-216
<b>Total MCC INC:</b>			
		959.79	
<b>MCMAHON ASSOCIATES INC</b>			
914656	2019 ECOLOGICAL SERVICES	442.29	630-53441-204
914722	NORTH SIDE STORM SEWER INTERCEPTOR	1,572.89	416-57600-261
914723	WETLAND DELINEATION & EXEMPTION/PERMIT A	3,260.79	452-51025-261
<b>Total MCMAHON ASSOCIATES INC:</b>			
		5,275.97	
<b>MEEHAN, LAURA</b>			
DOYLE 6/15/19	SECURITY DEPOSIT REFUND	20.00	101-21235
<b>Total MEEHAN, LAURA:</b>			
		20.00	
<b>MENARDS - APPLETON EAST</b>			
62544	LUMBER/HAMMER/SCREWS/TAPE	331.94	101-53300-216
62544	SPRAYER/KNIFE/WINDOW WASHER	77.78	101-53330-218
62546	FIRE HOSE NOZZLE WITH GRIP	9.99	101-53330-218
63010	CLIPBOARDS	21.36	101-53310-206
63069	TAPE AND ELECTRONIC FUSE	21.99	630-53441-253
63460	10' RE-BAR	47.90	101-53300-216
63626	20' SILT SOCK	32.99	101-53300-218

Invoice	Description	Total Cost	GL Account
Total MENARDS - APPLETON EAST:		543.95	
MUELLER, GRACIE			
CFEST 6/22/19 SECURITY DEPOSIT REFUND		50.00	101-21235
Total MUELLER, GRACIE:		50.00	
NEVCO SPORTS LLC			
181501 PART FOR SCOREBOARD		56.13	101-55300-221
Total NEVCO SPORTS LLC:		56.13	
OUTAGAMIE COUNTY TREASURER			
120242 INTERPRETATION CHARGES ON 5/27/19		26.86	207-52120-204
JUNE 2019 JUNE COURT FINES		618.88	101-35101
Total OUTAGAMIE COUNTY TREASURER:		645.74	
PACKERLAND HEATING & COOLING LLC			
070519 REFUND OF HEATING PERMITS		2,400.00	101-32230
Total PACKERLAND HEATING & COOLING LLC:		2,400.00	
PUFFE, RICK			
6/13/19 - 6/27/19 MEN'S SOFTBALL UMPIRE		175.50	101-55300-111
Total PUFFE, RICK:		175.50	
QUILL CORPORATION			
8013480 NAME TAGS/HIGHLIGHTERS/SCISSORS/PENS		159.91	101-55300-206
Total QUILL CORPORATION:		159.91	
REHMAN, MICHAEL			
6/13/19 - 6/27/19 MEN'S SOFTBALL UMPIRE		175.50	101-55300-111
Total REHMAN, MICHAEL:		175.50	
REINDERS INC			
2676953 PESTICIDE		19.01	101-53300-218
2676953 PESTICIDE		19.00	101-55200-218
Total REINDERS INC:		38.01	
REMIKER-DEWALL, LISA			
06/19 REIMBURSE MILEAGE REIMBURSEMENT-ACCTNG WORKSHO		30.16	101-51420-201
07/19 REIMBURSE MILEAGE REIMBURSEMENT-LWMMI CONFERENC		121.80	101-51420-201
Total REMIKER-DEWALL, LISA:		151.96	
RIVERSIDE BY REYNEBEAU FLORAL			
136317/1 HEESAKKER PARK PLANTERS		300.00	101-55200-215
Total RIVERSIDE BY REYNEBEAU FLORAL:		300.00	

Invoice	Description	Total Cost	GL Account
ROBERT E. LEE & ASSOCIATES 75744	OUTAGAMIE COUNTY LANDFILL LEACHATE	3,873.50	610-53612-256
Total ROBERT E. LEE & ASSOCIATES:		3,873.50	
RYNISH, ERIKA DOYLE 6/22/19	SECURITY DEPOSIT REFUND	20.00	101-21235
Total RYNISH, ERIKA:		20.00	
SCHMITZ, CHRISTINE CFEST 6/23/19	SECURITY DEPOSIT REFUND	50.00	101-21235
Total SCHMITZ, CHRISTINE:		50.00	
SCHRADER, LUKE 06/19 REIMBURSE FIRE INVESTIGATION CONFERENCE-MILEAGE & 060419 FIRE INVESTIGATION CONFERENCE-PER DIEM		185.60 375.00	101-52200-201 101-52200-112
Total SCHRADER, LUKE:		560.60	
SHORT ELLIOTT HENDRICKSON INC 369347 QUIET ZONE STUDY		1,808.84	452-57331-261
Total SHORT ELLIOTT HENDRICKSON INC:		1,808.84	
SLATER, PAULA 06/19 REIMBURSE- REIMBURSE FOR CSTARS POMS		1,049.70	101-55300-218
Total SLATER, PAULA:		1,049.70	
STAHHMANN, BRANDON 06/19 REIMBURSE REIMBURSEMENT - SRO TRAINING		40.00	207-52120-201
Total STAHHMANN, BRANDON:		40.00	
STATE OF WI COURT FINES & JUNE 2019 JUNE COURT FINES		2,506.49	101-35101
Total STATE OF WI COURT FINES &:		2,506.49	
STOEGER, NATASCHA VLIESHOUT 6/22/1	SECURITY DEPOSIT REFUND	20.00	101-21235
Total STOEGER, NATASCHA:		20.00	
TESCH, TIFFANY 06/19 REIMBURSE REIMBURSEMENT FOR SRO TRAINING		47.00	207-52120-201
Total TESCH, TIFFANY:		47.00	
THE DANCE FACTORY 956 DJ FOR SUMMER SOAKER		355.50	101-55300-218
Total THE DANCE FACTORY:		355.50	

Invoice	Description	Total Cost	GL Account
VAN DER WEGEN, MARK			
06/19 REIMBURSE	MILEAGE REIMBURSEMENT FOR CONFERENCE	76.56	452-57331-201
Total VAN DER WEGEN, MARK:		76.56	
VAN DEURZEN, DON			
06/19 REIMBURSE	FIRE INVESTIGATION CONFERENCE-MEAL REIMB	87.00	101-52200-201
06/19 REIMBURSE-	WSFCA CONFERENCE REIMBURSEMENT	78.41	101-52200-201
060419	FIRE INVESTIGATION CONFERENCE-PER DIEM	375.00	101-52200-112
062319	WSFCA CONFERENCE PER DIEM	450.00	101-52200-112
Total VAN DEURZEN, DON:		990.41	
VAN DEURZEN, STEVEN			
07/19 REIMBURSE	SAFETY SHOE REIMBURSEMENT	200.00	101-53310-213
Total VAN DEURZEN, STEVEN:		200.00	
VAN ZEELAND, SAMANTHA			
HEESAKKER 6/15/	SECURITY DEPOSIT REFUND	20.00	101-21235
Total VAN ZEELAND, SAMANTHA:		20.00	
VANDERSCHEUREN, MICHAEL			
Q2 2019	BAND DIRECTOR WAGES FROM APR - JUN	912.50	101-55480-102
Total VANDERSCHEUREN, MICHAEL:		912.50	
VERBETEN, JASON			
06/19 REIMBURSE	REIMBURSE FOR SAFETY SHOES	200.00	101-53310-213
Total VERBETEN, JASON:		200.00	
WENDEL, LEAH			
DOYLE 6/23/19	SECURITY DEPOSIT REFUND	20.00	101-21235
Total WENDEL, LEAH:		20.00	
WENDEL, LEAH			
061719-2	REFUND SUMMER TAKE OFF EVENT	4.00	101-34413
Total WENDEL, LEAH:		4.00	
Grand Totals:		75,225.52	

## Report GL Period Summary

Vendor number hash: 404080  
 Vendor number hash - split: 468225  
 Total number of invoices: 128  
 Total number of transactions: 156

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	75,225.52	75,225.52
<b>Grand Totals:</b>	<b>75,225.52</b>	<b>75,225.52</b>

**Report Criteria:****Invoice Detail.Voided = {} FALSE**

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
<b>AMERICAN FIDELITY ASSURANCE (4885)</b>							
2041729	Invoi	FLEX SPENDING JUNE	992.97	Open	Non		101-21368
2042181	Invoi	FLEX SPENDING JUNE	992.97	Open	Non		101-21368
D032871	Invoi	JULY BILLING	1,335.66	Open	Non		101-21367
<b>Total AMERICAN FIDELITY ASSURANCE (4885):</b>			<b>3,321.60</b>				
<b>AMPLITEL TECHNOLOGIES (4637)</b>							
13981	Invoi	FIREWALL FOR METRO COMPUTER	1,515.00	Open	Non		207-52120-240
<b>Total AMPLITEL TECHNOLOGIES (4637):</b>			<b>1,515.00</b>				
<b>ASCENSION MEDICAL GROUP-FOX VALLEY WI (2514)</b>							
379510	Invoi	EAP STANDARD SERVICE	145.87	Open	Med		207-52120-204
379510	Invoi	EAP STANDARD SERVICE	115.69	Open	Med		101-53310-204
379510	Invoi	EAP STANDARD SERVICE	90.54	Open	Med		101-51780-204
<b>Total ASCENSION MEDICAL GROUP-FOX VALLEY WI (2514):</b>			<b>352.10</b>				
<b>ASSOCIATED APPRAISAL CONSULT (1939)</b>							
143116	Invoi	PROFESSIONAL SERVICES-JULY	1,275.00	Open	Non		101-51530-204
<b>Total ASSOCIATED APPRAISAL CONSULT (1939):</b>			<b>1,275.00</b>				
<b>BUCKLINS TREE SERVICE (4479)</b>							
77881	Invoi	WATER BREAK SPOILS	43.45	Open	Non		620-53644-251
<b>Total BUCKLINS TREE SERVICE (4479):</b>			<b>43.45</b>				
<b>CELLCOM (4683)</b>							
814919	Invoi	ENGINEERING PHONE CHARGES	273.94	Open	Non		452-57331-203
814919	Invoi	DPW PHONE CHARGES	213.97	Open	Non		101-53310-203
814919	Invoi	PARKS PHONE CHARGES	38.10	Open	Non		101-55200-203
814919	Invoi	REC PHONE CHARGES	76.87	Open	Non		101-55300-203
814919	Invoi	FACILITIES PHONE CHARGES	38.77	Open	Non		101-51650-203
814919	Invoi	INSPECTOR PHONE CHARGES	38.77	Open	Non		101-52050-203
857247	Invoi	FVMPD CELL - JUNE	1,409.99	Open	Non		207-52120-203
<b>Total CELLCOM (4683):</b>			<b>2,090.41</b>				
<b>DELTA DENTAL OF WISCONSIN (33)</b>							
1312304	Invoi	JULY DENTAL	4,317.73	Open	Non		101-21345
1312356	Invoi	JULY DENTAL - WPPA	1,981.03	Open	Non		101-21345
<b>Total DELTA DENTAL OF WISCONSIN (33):</b>			<b>6,298.76</b>				
<b>FASTENAL COMPANY (847)</b>							
WIKIM243341	Invoi	SAFETY GLOVES	42.24	Open	Non		101-53310-213
WIKIM243341	Invoi	SAFETY GLOVES	42.24	Open	Non		101-55200-213
<b>Total FASTENAL COMPANY (847):</b>			<b>84.48</b>				
<b>FAULKS BROS. CONSTRUCTION INC (2180)</b>							
318714	Invoi	INFIELD MIX FOR LEGION 1	988.57	Open	Non		101-55200-216
318715	Invoi	INFIELD MIX FOR LEGION 1	957.23	Open	Non		101-55200-216

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
		Total FAULKS BROS. CONSTRUCTION INC (2180):	1,945.80				
FERGUSON WATERWORKS LLC #1476 (221)		275225 Invoi CHIMNEY SEALS	182.75	Open	Non		610-53612-218
		Total FERGUSON WATERWORKS LLC #1476 (221):	182.75				
FIDELITY SECURITY LIFE INSURANCE CO (4883)		163956393 Invoi JULY EYEMED PREMIUM	278.35	Open	Non		101-21366
		Total FIDELITY SECURITY LIFE INSURANCE CO (4883):	278.35				
LAPPEN SECURITY PRODUCTS INC (735)		LSPQ41235 Invoi KEYFOBS FOR MSB	50.00	Open	Non		101-53310-218
		Total LAPPEN SECURITY PRODUCTS INC (735):	50.00				
MADISON NATIONAL LIFE (4857)		1349116 Invoi JULY LTD	885.13	Open	Non		101-21385
		1349116 Invoi JULY LIFE	379.41	Open	Non		101-21391
		Total MADISON NATIONAL LIFE (4857):	1,264.54				
MARCO TECHNOLOGIES LLC (3100)		6465219 Invoi PHONE TRAINING	375.00	Open	Non		101-51650-203
		Total MARCO TECHNOLOGIES LLC (3100):	375.00				
MPOWER TECHNOLOGIES INC (4284)		3658 Invoi GIS SERVER TRANSFER	3,900.00	Open	Non		101-51410-204
		Total MPOWER TECHNOLOGIES INC (4284):	3,900.00				
OUTAGAMIE COUNTY TREASURER (486)		120211 Invoi ELECTION EXPENSES	1,037.09	Open	Non		101-51440-227
		Total OUTAGAMIE COUNTY TREASURER (486):	1,037.09				
PATRIOT CUSTOMS LLC (5046)		00001 Invoi MOUNT HOSE FITTINGS AND COIL CORDS #3641	120.00	Open	Non		101-52200-247
		Total PATRIOT CUSTOMS LLC (5046):	120.00				
POWERS, ELIZABETH (5049)		070519 Invoi C-STARS TECHNIQUE CLASSES	1,072.00	Open	Non		101-55300-218
		Total POWERS, ELIZABETH (5049):	1,072.00				
PRIMADATA LLC (4671)		JULY 2019 Invoi JULY POSTCARD POSTAGE	250.00	Open	Non		201-53620-226
		JULY 2019 Invoi JULY POSTCARD POSTAGE	250.00	Open	Non		610-53613-226
		JULY 2019 Invoi JULY POSTCARD POSTAGE	250.00	Open	Non		620-53904-226
		JULY 2019 Invoi JULY POSTCARD POSTAGE	250.00	Open	Non		630-53443-226
		Total PRIMADATA LLC (4671):	1,000.00				

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
<b>R.K. ENTERPRISES OF WISCONSIN INC (5045)</b>							
6162	Invoi	CONDUIT FOR LEGION SCOREBOARD	208.00	Open	Non		101-55200-242
<b>Total R.K. ENTERPRISES OF WISCONSIN INC (5045):</b>							
<b>SHERWIN INDUSTRIES INC (1028)</b>							
SS079784	Invoi	DUCK BILL VALVE & BREATHER CAP TRUCK #49	167.79	Open	Non		101-53330-225
<b>Total SHERWIN INDUSTRIES INC (1028):</b>							
<b>SIGNCOUNTRY (3870)</b>							
11259	Invoi	TWO VINYL AMERICAN FLAG DECALS FOR AUTO	85.50	Open	Non		101-52200-247
11367	Invoi	HOPELINE SUICIDE AWARENESS DECALS FOR S	120.00	Open	Non		207-52120-247
<b>Total SIGNCOUNTRY (3870):</b>							
<b>STAPLES ADVANTAGE (3472)</b>							
3416292556	Invoi	SQUAD CAR ENVELOPES	13.69	Open	Non		207-52120-218
<b>Total STAPLES ADVANTAGE (3472):</b>							
<b>SUN LIFE FINANCIAL (4312)</b>							
232004-JUL 2019	Invoi	JULY STD	316.38	Open	Non		101-21365
<b>Total SUN LIFE FINANCIAL (4312):</b>							
<b>TIME WARNER CABLE (89)</b>							
06/19 60703290180	Invoi	JUNE/JULY SERVICE	96.16	Open	Non		620-53924-203
06/19 66256890150	Invoi	JUNE/JULY SERVICE	11.75	Open	Non		101-52200-208
06/19 70590040100	Invoi	JUNE/JULY SERVICE	89.89	Open	Non		101-52200-203
06/19 71406480150	Invoi	JUNE/JULY SERVICE	143.29	Open	Non		207-52120-203
<b>Total TIME WARNER CABLE (89):</b>							
<b>TRANSAMERICA LIFE INSURANCE COMPANY (4355)</b>							
2503375683	Invoi	JUNE BILLING	672.58	Open	Non		101-21364
<b>Total TRANSAMERICA LIFE INSURANCE COMPANY (4355):</b>							
<b>UNIFORM SHOPPE (434)</b>							
286824	Invoi	ALTERATIONS	10.00	Open	Non		207-52120-212
287380	Invoi	BLACK STEEL CHAIN CUFFS	60.00	Open	Non		207-52120-212
287714	Invoi	POLYESTER SHIRT	69.95	Open	Non		207-52120-212
287768	Invoi	SHIRTS AND EMBROIDERY	124.40	Open	Non		207-52120-212
287949	Invoi	POLYESTER SHIRT	61.95	Open	Non		207-52120-212
288090	Invoi	SHIRTS/PANTS	287.75	Open	Non		207-52120-212
288395	Invoi	NAVY TROUSERS	78.90	Open	Non		207-52120-212
288397	Invoi	FLYING CROSS COMMAND SHIRT/NAVY TROUSE	132.85	Open	Non		207-52120-212
288418	Invoi	PLAIN TOE PORMERIC OXFORDS & ALTERATION	150.95	Open	Non		207-52120-212
288461	Invoi	CLASS A-SLINDE	420.21	Open	Non		207-52120-212
<b>Total UNIFORM SHOPPE (434):</b>							
<b>VANDE HEY COMPANY INC (558)</b>							
29101	Invoi	TOPSOIL	54.36	Open	Non		620-53644-216
29101	Invoi	TOPSOIL	18.12	Open	Non		101-55200-215

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
		Total VANDE HEY COMPANY INC (558):	<u>72.48</u>				
VERIZON WIRELESS (3606)		9832114057 Invoi MAY/JUNE SERVICE	49.62	Open	Non		620-53924-203
		Total VERIZON WIRELESS (3606):	<u>49.62</u>				
WARRANT PAYMENTS (4565)		18CM1059 Invoi WARRANT- VAN DENZEN	46.35	Open	Non		207-21495
		Total WARRANT PAYMENTS (4565):	<u>46.35</u>				
		Grand Totals:	<u>29,696.77</u>				

## Report GL Period Summary

Vendor number hash: 115572  
 Vendor number hash - split: 164290  
 Total number of invoices: 48  
 Total number of transactions: 61

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	29,696.77	29,696.77
Grand Totals:	<u>29,696.77</u>	<u>29,696.77</u>

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
<b>2019 UTILITY REFUNDS (5009)</b>							
125214911	Invoi	OVERPAYMENT REFUND ACCT #1-252149-11	23.93	Open	Non	001-15000	
170308503	Invoi	OVERPAYMENT REFUND ACCT #1-703085-03	15.92	Open	Non	001-15000	
<b>Total 2019 UTILITY REFUNDS (5009):</b>							
			<b>39.85</b>				
<b>AT&amp; T (409)</b>							
92078873810963 0	Invoi	MAY/JUN SERVICE	15.83	Open	Non	207-52120-203	
92078873810963 0	Invoi	MAY/JUN SERVICE	79.13	Open	Non	101-53310-203	
92078873810963 0	Invoi	MAY/JUN SERVICE	15.83	Open	Non	204-55420-203	
92078873810963 0	Invoi	MAY/JUN SERVICE	63.31	Open	Non	620-53924-203	
<b>Total AT&amp; T (409):</b>							
			<b>174.10</b>				
<b>BRUCE MUNICIPAL EQUIP INC. (139)</b>							
P11159	Invoi	GAS SPRING FOR TRUCK #14	205.48	Open	Non	101-53330-225	
<b>Total BRUCE MUNICIPAL EQUIP INC. (139):</b>							
			<b>205.48</b>				
<b>BUILDING SERVICES GROUP INC (4899)</b>							
42884	Invoi	MONTHLY CLEANING-VILLAGE HALL	1,291.00	Open	Non	101-51650-243	
42885	Invoi	MONTHLY CLEANING-GARAGE	438.00	Open	Non	101-53310-243	
42891	Invoi	MONTHLY CLEANING-CIVIC CENTER	1,033.00	Open	Non	206-55110-243	
42910	Invoi	REC CENTER CLEANING	80.00	Open	Non	208-52900-204	
<b>Total BUILDING SERVICES GROUP INC (4899):</b>							
			<b>2,842.00</b>				
<b>GFC LEASING - WI (4989)</b>							
I00520904	Invoi	GFC PW COPIER LEASING	92.26	Open	Non	101-53310-207	
<b>Total GFC LEASING - WI (4989):</b>							
			<b>92.26</b>				
<b>GREEN BOYZ INC (4841)</b>							
57292	Invoi	FERTILIZER AND CRABGRASS PREVENTER	85.00	Open	Non	206-55110-243	
57295	Invoi	FERTILIZER AND CRABGRASS PREVENTER	42.50	Open	Non	207-52120-243	
57295	Invoi	FERTILIZER AND CRABGRASS PREVENTER	42.50	Open	Non	101-52250-243	
<b>Total GREEN BOYZ INC (4841):</b>							
			<b>170.00</b>				
<b>HALLMAN LINDSAY (2165)</b>							
M0099975	Invoi	PAINT FOR CHEESEFEST BARS	47.99	Open	Non	101-55300-233	
<b>Total HALLMAN LINDSAY (2165):</b>							
			<b>47.99</b>				
<b>J &amp; B TROPHY &amp; ENGRAV INC. (225)</b>							
37437	Invoi	PLAQUE & ENGRAVING/NAMEPLATES	71.50	Open	Non	101-52200-219	
<b>Total J &amp; B TROPHY &amp; ENGRAV INC. (225):</b>							
			<b>71.50</b>				
<b>KAUKAUNA UTILITIES (234)</b>							
05/19 9012695	Invoi	DOYLE PARK WELL	5,839.76	Open	Non	620-53624-249	
JUNE 2019	Invoi	1800 STEPHEN ST-STORM	406.94	Open	Non	630-53441-249	
JUNE 2019	Invoi	721 W ELM DR	87.31	Open	Non	208-52900-249	
JUNE 2019	Invoi	1401 E ELM DR	940.74	Open	Non	101-53310-249	
JUNE 2019	Invoi	STEPHEN ST SIGN	16.24	Open	Non	101-53300-249	
JUNE 2019	Invoi	SIGNALS/NE CORNER N & ELM	71.14	Open	Non	101-53300-249	
JUNE 2019	Invoi	PATRIOT DR FLAG POLE	31.96	Open	Non	101-53300-249	

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
JUNE 2019	Invoi	SIGNALS/NORTH & BUCHANAN	32.32	Open	Non	101-53300-249	
JUNE 2019	Invoi	STREET LIGHTING	8,477.17	Open	Non	101-53300-249	
JUNE 2019	Invoi	SIGNALS/MAIN & MADISON	36.86	Open	Non	101-53300-249	
JUNE 2019	Invoi	COMMUNITY BRIDGE LIGHTING	167.23	Open	Non	101-53300-249	
JUNE 2019	Invoi	SIGNALS/GRAND & MAIN	40.60	Open	Non	101-53300-249	
JUNE 2019	Invoi	SECURITY LIGHT	12.06	Open	Non	101-53300-249	
JUNE 2019	Invoi	CANAL BRIDGE - SOUTH SIDE	30.28	Open	Non	101-53300-249	
JUNE 2019	Invoi	CANAL BRIDGE - NORTH SIDE	17.40	Open	Non	101-53300-249	
JUNE 2019	Invoi	STEPHEN ST TOWER/LIGHTING	192.85	Open	Non	620-53624-249	
JUNE 2019	Invoi	#3 WELL WASHINGTON ST	2,359.03	Open	Non	620-53624-249	
JUNE 2019	Invoi	#4 WELL EVERGREEN DRIVE	3,698.69	Open	Non	620-53624-249	
JUNE 2019	Invoi	PUMP STATION JEFFERSON ST	1,049.42	Open	Non	620-53624-249	
JUNE 2019	Invoi	LINCOLN AVE E HEESAKKER PARK	86.18	Open	Non	101-55200-249	
JUNE 2019	Invoi	VAN LIESHOUT PK SECURITY LT	54.28	Open	Non	101-55200-249	
JUNE 2019	Invoi	VAN LIESHOUT BALLFIELD	341.24	Open	Non	101-55200-249	
JUNE 2019	Invoi	VAN LIESHOUT PARK	90.32	Open	Non	101-55200-249	
JUNE 2019	Invoi	LEGION PARK RESTROOMS	258.20	Open	Non	101-55200-249	
JUNE 2019	Invoi	HERITAGE PARK	20.22	Open	Non	101-55200-249	
JUNE 2019	Invoi	HEESAKKER PARK TRAIL	25.68	Open	Non	101-55200-249	
JUNE 2019	Invoi	DOYLE PARK BALLFIELD DP2 LIGHT	95.79	Open	Non	101-55200-249	
JUNE 2019	Invoi	DOYLE PARK STAGE	103.50	Open	Non	101-55200-249	
JUNE 2019	Invoi	BALLFIELD DPI/SHED LIGHTS	147.03	Open	Non	101-55200-249	
JUNE 2019	Invoi	MUNICIPAL POOL	1,247.01	Open	Non	204-55420-249	
JUNE 2019	Invoi	CIVIC CENTER	1,313.88	Open	Non	206-55110-249	
JUNE 2019	Invoi	VILLAGE HALL	962.87	Open	Non	101-51650-249	
JUNE 2019	Invoi	VILLAGE HALL PLAZA	16.24	Open	Non	101-51650-249	
JUNE 2019	Invoi	SAFETY CENTER	371.54	Open	Non	101-52250-249	
JUNE 2019	Invoi	SAFETY CENTER	557.32	Open	Non	207-52120-249	

Total KAUKAUNA UTILITIES (234): 29,197.30

## OUTAGAMIE COUNTY TREASURER (486)

1017568	Invoi	MAY FUEL BILL	36.55	Open	Non	101-52050-247
1017568	Invoi	MAY FUEL BILL	898.34	Open	Non	630-53442-247
1017568	Invoi	MAY FUEL BILL	2,873.89	Open	Non	201-53620-247
1017568	Invoi	MAY FUEL BILL	260.33	Open	Non	101-55200-247
1017568	Invoi	MAY FUEL BILL	343.69	Open	Non	101-55440-247
1017568	Invoi	MAY FUEL BILL	45.05	Open	Non	101-55300-247
1017568	Invoi	MAY FUEL BILL	295.56	Open	Non	101-52200-247
1017568	Invoi	MAY FUEL BILL	127.31	Open	Non	610-53612-247
1017568	Invoi	MAY FUEL BILL	334.34	Open	Non	620-53644-247
1017568	Invoi	MAY FUEL BILL	1,098.75	Open	Non	101-53330-217

Total OUTAGAMIE COUNTY TREASURER (486): 6,313.81

## PROJECT ENTERTAINMENT LLC (4897)

4194493-1	Invoi	BALANCE FOR 7/19 MOVIE ON THE PLAZA	259.88	Open	Non	101-55300-218
4311171-1	Invoi	BALANCE FOR 7/12 POOL MOVIE EVENT	259.88	Open	Non	204-55420-218

Total PROJECT ENTERTAINMENT LLC (4897): 519.76

## ROTTER ADVERTISING SPECIALISTS (2976)

6038	Invoi	2-PART PAY PLAN FORMS	90.55	Open	Non	101-51680-206
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Total ROTTER ADVERTISING SPECIALISTS (2976): 90.55

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
<b>STONERIDGE LITTLE CHUTE LLC (4903)</b>							
1014950658	Invoi	FOOD	40.00	Open	Non		101-52200-211
21029852051	Invoi	FOOD & BEVERAGES	108.29	Open	Non		101-52200-211
21054211442	Invoi	FOOD	92.85	Open	Non		101-52200-211
22031901742	Invoi	FOOD & BEVERAGES	73.68	Open	Non		101-52200-211
22034881639	Invoi	FOOD	17.97	Open	Non		101-52200-211
23052021919	Invoi	FOOD	77.53	Open	Non		101-52200-211
23078821507	Invoi	FOOD	46.96	Open	Non		101-52200-211
<b>Total STONERIDGE LITTLE CHUTE LLC (4903):</b>			<b>457.28</b>				
<b>THE SPRINKLER CO INC (2246)</b>							
78227	Invoi	REPAIR SPRINKLERS @ VAN LIESHOUT	281.06	Open	Non		101-55200-204
<b>Total THE SPRINKLER CO INC (2246):</b>			<b>281.06</b>				
<b>TIME WARNER CABLE (89)</b>							
06/19 71538770140	Invoi	JUNE/JULY SERVICE	577.50	Open	Non		101-53310-203
<b>Total TIME WARNER CABLE (89):</b>			<b>577.50</b>				
<b>VALLEY LIQUOR (1239)</b>							
783568	Invoi	BEVERAGES	145.95	Open	Non		101-52200-211
785582	Invoi	BEVERAGES	145.95	Open	Non		101-52200-211
786695	Invoi	BEVERAGES AND SUPPLIES	149.45	Open	Non		101-52200-211
<b>Total VALLEY LIQUOR (1239):</b>			<b>441.35</b>				
<b>VILLAGE OF LITTLE CHUTE (1404)</b>							
JUNE 2019	Invoi	SAFETY CENTER	548.74	Open	Non		207-52120-249
JUNE 2019	Invoi	SAFETY CENTER	137.18	Open	Non		101-52250-249
JUNE 2019	Invoi	GB & MISS CANAL CO	4.95	Open	Non		101-51780-249
JUNE 2019	Invoi	VILLAGE HALL	141.95	Open	Non		101-51650-249
JUNE 2019	Invoi	CIVIC CENTER	279.95	Open	Non		206-55110-249
JUNE 2019	Invoi	DOYLE PARK DPI RESTROOMS	157.52	Open	Non		101-55200-249
JUNE 2019	Invoi	HERITAGE PARK	161.50	Open	Non		101-55200-249
JUNE 2019	Invoi	LEGION PARK SPRINKLER	34.48	Open	Non		101-55200-249
JUNE 2019	Invoi	LEGION PARK RESTROOMS	473.83	Open	Non		101-55200-249
JUNE 2019	Invoi	VAN LIESHOUT PARK	246.63	Open	Non		101-55200-249
JUNE 2019	Invoi	VAN LIESHOUT PARK CONCESSION	11.09	Open	Non		101-55200-249
JUNE 2019	Invoi	HEESAKKER PARK-BUBBLER	17.85	Open	Non		101-55200-249
JUNE 2019	Invoi	HEESAKKER PARK RESTROOM	62.81	Open	Non		101-55200-249
JUNE 2019	Invoi	DOYLE SHELTER	24.66	Open	Non		101-55200-249
JUNE 2019	Invoi	DOYLE PARK POOL/RESTROOMS	393.51	Open	Non		101-55200-249
JUNE 2019	Invoi	DOYLE PARK POOL/RESTROOMS	393.51	Open	Non		204-55420-249
JUNE 2019	Invoi	DOYLE PARK - LOW FLOW	6,600.15	Open	Non		204-55420-249
JUNE 2019	Invoi	PUMP STATION JEFFERSON ST	29.59	Open	Non		620-53624-249
JUNE 2019	Invoi	DOYLE PARK WELL #1	11.90	Open	Non		620-53624-249
JUNE 2019	Invoi	#3 WELL WASHINGTON ST	15.68	Open	Non		620-53624-249
JUNE 2019	Invoi	200 KAREN DR	4.68	Open	Non		416-57600-300
JUNE 2019	Invoi	1401 E ELM DR	895.41	Open	Non		101-53310-249
JUNE 2019	Invoi	721 W ELM	18.08	Open	Non		208-52900-249
JUNE 2019	Invoi	3609 FREEDOM RD-WATER/SEWER	8.25	Open	Non		630-53441-249
<b>Total VILLAGE OF LITTLE CHUTE (1404):</b>			<b>10,673.90</b>				

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
<b>WE ENERGIES (2788)</b>							
4494800612 06/19	Invoi	DOYLE POOL	9.57	Open	Non	204-55420-249	
4494800612 06/19	Invoi	200 E MCKINLEY ST-FVMPD	68.09	Open	Non	207-52120-249	
4494800612 06/19	Invoi	200 E MCKINLEY ST-FIRE DEPT	45.40	Open	Non	101-52250-249	
4494800612 06/19	Invoi	920 WASHINGTON ST	14.39	Open	Non	620-53624-249	
4494800612 06/19	Invoi	PLANT #1 (100 WILSON ST)	149.95	Open	Non	620-53624-249	
4494800612 06/19	Invoi	PLANT #2 (1118 JEFFERSON ST)	43.10	Open	Non	620-53624-249	
4494800612 06/19	Invoi	CIVIC CENTER (630 MONROE ST)	282.62	Open	Non	206-55110-249	
4494800612 06/19	Invoi	LC WELL #4 PUMPHOUSE (625 E EVERGREEN)	69.58	Open	Non	620-53624-249	
4494800612 06/19	Invoi	STREET LIGHTS	1,115.99	Open	Non	101-53300-249	
4494800612 06/19	Invoi	108 W MAIN ST	344.38	Open	Non	101-51650-249	
4494800612 06/19	Invoi	CROSSWINDS LED STREET LIGHTS	97.25	Open	Non	101-53300-249	
4494800612 06/19	Invoi	1401 E ELM DR	771.96	Open	Non	101-53310-249	
4494800612 06/19	Invoi	721 W ELM DR	47.40	Open	Non	208-52900-249	
<b>Total WE ENERGIES (2788):</b>			<b>3,059.68</b>				
<b>WI DEPT OF TRANSPORTATION (2756)</b>							
395-0000132776	Invoi	MILL STREET CANAL BRIDGE	55.88	Open	Non	452-50422-263	
<b>Total WI DEPT OF TRANSPORTATION (2756):</b>			<b>55.88</b>				
<b>Grand Totals:</b>			<b>55,311.25</b>				

**Report GL Period Summary**

Vendor number hash: 108268  
 Vendor number hash - split: 192180  
 Total number of invoices: 34  
 Total number of transactions: 115

Terms Description	Invoice Amount	Net Invoice Amount
<b>Open Terms</b>	<b>55,311.25</b>	<b>55,311.25</b>
<b>Grand Totals:</b>	<b>55,311.25</b>	<b>55,311.25</b>

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
<b>2019 REFUNDS-MISCELLANEOUS (5003)</b>							
061819	Invoi	75% REFUND CIVIC CENTER	75.00	Open	Non		206-38211
<b>Total 2019 REFUNDS-MISCELLANEOUS (5003):</b>							
			<b>75.00</b>				
<b>2019 UTILITY REFUNDS (5009)</b>							
125124601	Invoi	OVERPAYMENT REFUND ACCT #1-251246-01	36.35	Open	Non		001-15000
125126406	Invoi	OVERPAYMENT REFUND ACCT #1-251264-06	34.95	Open	Non		001-15000
170331507	Invoi	OVERPAYMENT REFUND ACCT #1-703315-07	31.69	Open	Non		001-15000
<b>Total 2019 UTILITY REFUNDS (5009):</b>							
			<b>102.99</b>				
<b>ASSESSMENT TECHNOLOGIES (4281)</b>							
8310	Invoi	ANNUAL SOFTWARE LICENSE	2,452.10	Open	Non		101-51530-208
8315	Invoi	WEB PUBLISHING DATA	774.24	Open	Non		101-51530-208
<b>Total ASSESSMENT TECHNOLOGIES (4281):</b>							
			<b>3,226.34</b>				
<b>BROOKS TRACTOR INC. (138)</b>							
D73126	Invoi	PIN/SPRING FOR TRUCK #39	188.91	Open	Non		101-53330-225
<b>Total BROOKS TRACTOR INC. (138):</b>							
			<b>188.91</b>				
<b>EIS IMPLEMENT INC (4953)</b>							
158243	Invoi	DRIVE SHAFT FOR TRUCK #155	708.57	Open	Non		101-53330-225
<b>Total EIS IMPLEMENT INC (4953):</b>							
			<b>708.57</b>				
<b>FASTENAL COMPANY (847)</b>							
WIKIM241805	Invoi	SMALL EQUIPMENT	93.50	Open	Non		101-53330-218
WIKIM241805	Invoi	SMALL EQUIPMENT	31.14	Open	Non		101-53330-221
<b>Total FASTENAL COMPANY (847):</b>							
			<b>124.64</b>				
<b>HAWKINS INC (1918)</b>							
4471879	Invoi	AZONE	546.50	Open	Non		620-53634-214
4471879	Invoi	SODIUM SILICATE	2,332.02	Open	Non		620-53634-220
<b>Total HAWKINS INC (1918):</b>							
			<b>2,878.52</b>				
<b>KAUKAUNA UTILITIES (234)</b>							
04/19 9012695	Invoi	DOYLE PARK WELL	3,006.30	Open	Non		620-53624-249
MAY 2019	Invoi	SAFETY CENTER	353.49	Open	Non		101-52250-249
MAY 2019	Invoi	SAFETY CENTER	530.24	Open	Non		207-52120-249
MAY 2019	Invoi	VILLAGE HALL PLAZA	16.24	Open	Non		101-51650-249
MAY 2019	Invoi	VILLAGE HALL	827.71	Open	Non		101-51650-249
MAY 2019	Invoi	CIVIC CENTER	972.79	Open	Non		206-55110-249
MAY 2019	Invoi	MUNICIPAL POOL	167.97	Open	Non		204-55420-249
MAY 2019	Invoi	BALLFIELD DPI/SHED LIGHTS	125.21	Open	Non		101-55200-249
MAY 2019	Invoi	DOYLE PARK STAGE	48.85	Open	Non		101-55200-249
MAY 2019	Invoi	DOYLE PARK BALLFIELD DP2 LIGHT	68.03	Open	Non		101-55200-249
MAY 2019	Invoi	HEESAKKER PARK TRAIL	26.56	Open	Non		101-55200-249
MAY 2019	Invoi	HERITAGE PARK	20.59	Open	Non		101-55200-249
MAY 2019	Invoi	LEGION PARK RESTROOMS	121.33	Open	Non		101-55200-249
MAY 2019	Invoi	VAN LIESHOUT PARK	259.20	Open	Non		101-55200-249
MAY 2019	Invoi	VAN LIESHOUT BALLFIELD	353.90	Open	Non		101-55200-249
MAY 2019	Invoi	VAN LIESHOUT PK SECURITY LT	55.54	Open	Non		101-55200-249

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
MAY 2019	Invoi	LINCOLN AVE E HEESAKKER PARK	114.26	Open	Non	101-55200-249	
MAY 2019	Invoi	PUMP STATION JEFFERSON ST	806.14	Open	Non	620-53624-249	
MAY 2019	Invoi	#4 WELL EVERGREEN DR	3,635.00	Open	Non	620-53624-249	
MAY 2019	Invoi	#3 WELL WASHINGTON ST	1,949.21	Open	Non	620-53624-249	
MAY 2019	Invoi	STEPHEN ST TOWER/LIGHTING	240.72	Open	Non	620-53624-249	
MAY 2019	Invoi	CANAL BRIDGE-NORTH SIDE	17.51	Open	Non	101-53300-249	
MAY 2019	Invoi	CANAL BRIDGE-SOUTH SIDE	33.16	Open	Non	101-53300-249	
MAY 2019	Invoi	SECURITY LIGHT	12.27	Open	Non	101-53300-249	
MAY 2019	Invoi	SIGNALS/GRAND & MAIN	40.43	Open	Non	101-53300-249	
MAY 2019	Invoi	COMMUNITY BRIDGE LIGHTING	168.69	Open	Non	101-53300-249	
MAY 2019	Invoi	SIGNALS/MAIN & MADISON	38.06	Open	Non	101-53300-249	
MAY 2019	Invoi	STREET LIGHTING	8,645.48	Open	Non	101-53300-249	
MAY 2019	Invoi	SIGNALS/NORTH & BUCHANAN	32.08	Open	Non	101-53300-249	
MAY 2019	Invoi	PATRIOT DR FLAG POLE	33.98	Open	Non	101-53300-249	
MAY 2019	Invoi	SIGNALS/NE CORNER N & ELM	82.54	Open	Non	101-53300-249	
MAY 2019	Invoi	STEPHEN ST SIGN	16.24	Open	Non	101-53300-249	
MAY 2019	Invoi	1401 E ELM DR	963.49	Open	Non	101-53310-249	
MAY 2019	Invoi	721 W ELM DR	108.27	Open	Non	208-52900-249	
MAY 2019	Invoi	1800 STEPHEN ST-STORM	468.14	Open	Non	630-53441-249	
Total KAUKAUNA UTILITIES (234):			24,359.62				
LITTLE CHUTE AREA SCHOOL DIST (265)							
310	Invoi	LC CAN 2018-19	678.92	Open	Non	404-57190-204	
Total LITTLE CHUTE AREA SCHOOL DIST (265):			678.92				
NIELSON COMMUNICATIONS INC (3642)							
AR14856	Invoi	VHF ANTENNA	68.00	Open	Non	101-53330-218	
AR15248	Invoi	CHARGER FOR MUNICIPAL SERVICES RADIO	82.90	Open	Non	101-53330-218	
Total NIELSON COMMUNICATIONS INC (3642):			150.90				
SAM'S CLUB/SYNCHRONY BANK (1728)							
06/19 00204221446	Invoi	INSECT SPRAY/FANS/BROOM	99.38	Open	Non	204-55420-218	
06/19 00204221446	Invoi	HIGHLIGHTERS/MARKERS/POST-ITS	28.96	Open	Non	204-55420-206	
06/19 00204221446	Invoi	BAND-AIDS/FIRST AID SUPPLIES	58.53	Open	Non	204-55420-213	
06/19 00204221446	Invoi	TAPE & STORAGE CONTAINERS	69.36	Open	Non	101-55300-206	
06/19 00204221446	Invoi	SWIM TOYS	16.38	Open	Non	204-55420-218	
06/19 00204221446	Invoi	ITEMS FOR REC PROGRAMS	33.72	Open	Non	101-55300-218	
06/19 00204221446	Invoi	POOL CONCESSION ITEMS	1,353.93	Open	Non	204-55420-211	
Total SAM'S CLUB/SYNCHRONY BANK (1728):			1,660.26				
STAPLES ADVANTAGE (3472)							
3415743402	Invoi	ENVELOPES/COPY PAPER/TAB INSERTS	98.52	Open	Non	207-52120-206	
Total STAPLES ADVANTAGE (3472):			98.52				
TIME WARNER CABLE (89)							
06/19 60505470190	Invoi	JUNE/JULY SERVICE	148.14	Open	Non	101-51650-203	
Total TIME WARNER CABLE (89):			148.14				
U.S. BANK (5015)							
06/19 59455565491	Invoi	TABLET FOR POOL STAFF	299.98	Open	Non	204-55420-218	
06/19 59455565491	Invoi	POOL STAFF SCHEDULER	132.00	Open	Non	204-55420-218	

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
06/19 59455565491	Invoi	SWIMVESTS/RESCUE TUBE/MASK/WHISTLES	511.71	Open	Non	204-55420-213	
06/19 59455565491	Invoi	REC STAFF WHISTLES	11.80	Open	Non	101-55300-218	
06/19 59455565491	Invoi	POSTAGE FOR SCOREBOARD CONTROLLER	7.90	Open	Non	101-55300-218	
06/19 59455565491	Invoi	PIZZAS FOR POOL STAFF TRAINING	26.74	Open	Non	204-55420-218	
06/19 59455565491	Invoi	CHEST FREEZER FOR POOL	188.00	Open	Non	204-55420-221	
06/19 59455565491	Invoi	LIFEGUARD RECERTIFICATIONS	152.00	Open	Non	204-55420-213	
06/19 59455565491	Invoi	CHLORINE TEST STRIPS FOR POOL	7.69	Open	Non	204-55420-225	
06/19 59455565491	Invoi	OPERATOR LICENSE BACKGROUND CHECKS	56.00	Open	Non	101-51440-204	
06/19 59455565491	Invoi	ADOBE	26.24	Open	Non	101-51400-208	
06/19 59455565491	Invoi	NIU OUTREACH	222.00	Open	Non	101-51400-201	
06/19 59455565491	Invoi	OFFICE SUPPLIES-LCFD	90.98	Open	Non	101-52200-206	
06/19 59455565491	Invoi	WIIAAI TRAINING	1,000.00	Open	Non	101-52200-201	
06/19 59455565491	Invoi	FIRE EXTINGUISHER & BRACKET	69.71	Open	Non	101-52200-213	
06/19 59455565491	Invoi	TRASH BAGS	48.99	Open	Non	101-52200-218	
06/19 59455565491	Invoi	STORM EDUCATION CANDY	30.00	Open	Non	630-53442-218	
06/19 59455565491	Invoi	PREMIUM FUEL	85.89	Open	Non	101-53330-217	
06/19 59455565491	Invoi	CONCRETE TOOLS & DATE STAMP	430.49	Open	Non	101-53300-216	
06/19 59455565491	Invoi	SST NET TIES FOR SOCCER GOAL NETS	138.15	Open	Non	101-55300-218	
06/19 59455565491	Invoi	MOVIE LICENSE FOR POOL EVENT 7/12	435.00	Open	Non	204-55420-218	
06/19 59455565491	Invoi	MOVIE LICENSE FOR POOL EVENT 7/19	435.00	Open	Non	101-55300-218	
06/19 59455565491	Invoi	SUNSCREEN FOR POOL STAFF	48.19	Open	Non	204-55420-213	
06/19 59455565491	Invoi	PORTABLE TOILET	97.25	Open	Non	101-55200-204	
06/19 59455565491	Invoi	POOL TOYS FOR SWIM LESSONS	24.00	Open	Non	204-55420-218	
06/19 59455565491	Invoi	DUST PAN AND SWEEPER	1.00	Open	Non	101-55300-218	
06/19 59455565491	Invoi	PIZZAS FOR POOL CONCESSIONS	62.00	Open	Non	204-55420-211	
06/19 59455565491	Invoi	GLOW WALK FRISBEES	6.72	Open	Non	101-55300-218	
06/19 59455565491	Invoi	28 FEMALE POOL STAFF SUITS	660.93	Open	Non	204-55420-218	
06/19 59455565491	Invoi	PROGRAM PLAY BALLS	6.92	Open	Non	101-55300-218	
06/19 59455565491	Invoi	2 MALE POOL STAFF SWIM TRUNKS	63.00	Open	Non	204-55420-218	
06/19 59455565491	Invoi	THREE BATS FOR MENS SOFTBALL	405.00	Open	Non	101-55300-218	
06/19 59455565491	Invoi	COMPUTER MOUSE FOR POOL	6.99	Open	Non	204-55420-206	
06/19 59455565491	Invoi	ITEMS FOR DEPARTMENT GET TOGETHER @ ME	118.73	Open	Non	207-52120-219	
06/19 59455565491	Invoi	EIGHT SAFETY VESTS	83.60	Open	Non	101-51415-221	
06/19 59455565491	Invoi	COMPUTER STAND-MATTSON	18.99	Open	Non	101-51415-206	
06/19 59455565491	Invoi	AUTOCAD SINGLE USER ANNUAL SUBSCRIPTION	1,531.51	Open	Non	101-51410-208	
06/19 59455565491	Invoi	ARCGIS SINGLE USE LICENSE	1,000.00	Open	Non	101-51410-208	
06/19 59455565491	Invoi	ARCGIS SINGLE USE LICENSE	275.00	Open	Non	101-51415-208	
06/19 59455565491	Invoi	PHONE CASE-BLUM	24.95	Open	Non	101-51415-221	
06/19 59455565491	Invoi	TABS FOR ENGINEERING PROJECT BINDERS	13.69	Open	Non	101-51415-206	
06/19 59455565491	Invoi	CIVIL 3D 2020 SINGLE USER ANNUAL SUBSCRIPT	2,131.02	Open	Non	101-51410-208	
06/19 59455565491	Invoi	HONOR GUARD GLOVES & SHOULDER CORDS	159.50	Open	Non	207-52120-212	
06/19 59455565491	Invoi	OFFICER SERVICE AWARDS	222.43	Open	Non	207-52120-218	
06/19 59455565491	Invoi	2 WALL FILES	21.22	Open	Non	101-53310-206	
06/19 59455565491	Invoi	1 WALL FILE	10.61	Open	Non	101-55300-206	
06/19 59455565491	Invoi	HOTEL ACCOMODATIONS FOR TRAINING-STAHM	174.00	Open	Non	207-52120-201	
06/19 59455565491	Invoi	CHARGING CORDS & CARDS	38.75	Open	Non	207-52120-218	
06/19 59455565491	Invoi	MEMO BOOKS	6.30	Open	Non	207-52120-206	
06/19 59455565491	Invoi	CROSSING GUARD SUPPLIES	25.95	Open	Non	101-52350-218	
06/19 59455565491	Invoi	HOOKS/CLOCK/BATTERIES/PADLOCK	61.94	Open	Non	207-52120-218	
06/19 59455565491	Invoi	TRANSUNION/TVRP REVOCATIONS	176.79	Open	Non	207-52120-204	
06/19 59455565491	Invoi	WATER PERMIT-EVERGREEN	240.88	Open	Non	620-51025-263	

Total U.S. BANK (5015):

12,124.13

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
		Total VERIZON WIRELESS (3606):	<u>200.63</u>				
VERMEER - WISCONSIN INC (1437)		30067798 Invoi RESHARPEN BLADE ON TRUCK #18	42.00	Open	Non		101-53330-225
		Total VERMEER - WISCONSIN INC (1437):	<u>42.00</u>				
ZARNOTH BRUSH WORKS INC (430)		175700 Invoi DISPOSABLE GUTTER BROOM FOR #13	512.00	Open	Non		101-53330-225
		Total ZARNOTH BRUSH WORKS INC (430):	<u>512.00</u>				
		Grand Totals:	<u>47,280.09</u>				

## Report GL Period Summary

Vendor number hash: 60242  
 Vendor number hash - split: 341877  
 Total number of invoices: 22  
 Total number of transactions: 115

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	47,280.09	47,280.09
Grand Totals:	47,280.09	47,280.09