



AGENDA

REGULAR BOARD MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, December 18, 2019
TIME: 6:00 p.m.

REGULAR ORDER OF BUSINESS

- A. Invocation
 - B. Pledge of Allegiance to the Flag
 - C. Roll call of Trustees
 - D. Roll call of Officers and Department Heads
 - E. Public Appearance for Items Not on the Agenda
- F. Consent Agenda

Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items may be removed at the request of any Board Member or member of the public. Any removed items will be considered immediately following the motion to approve the other items.

- 1. Minutes of the Regular Board Meeting of December 4, 2019
 - 2. Operator License
 - Granger, Lana Cherrylands Best Appleton
 - Griesbach, Linda Cherrylands Best Appleton
 - 3. Disbursement List
- G. Other Informational Items—November Fire Monthly Report and November Report
- H. Action—Financial Advisory Services
- I. Action—MCO Water Contract
- J. Action—Adopt Ordinance No. 11, Series 2019 Amending Chapter 24, Section 90, Officials Authorized to Issue Citations
- K. Action—Adopt Resolution No. 34, Series 2019 Final Plat Van Handel Homestead

- L. Action—Adopt Resolution No. 35, Series 2019 CR Buildings LLC CSM
- M. Action—2019 Budget Amendment
- N. Discussion—2020 Personnel Manual Changes
- O. Action—Adopt Resolution No. 36, Series 2019 Preliminary Plat Maria Estates
- P. Discussion—FRSNA Bridge Tender Agreement
- Q. Action—Forestry Manual 2019 Final
- R. Discussion—Housing Affordability Analysis
- S. Discussion—New Housing Fee Report
- T. Department and Officers Progress Reports
- U. Call for Unfinished Business
- V. Items for Future Agenda
- W. Closed Sessions:
 - a) 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. *Development Proposals and Negotiations*
 - b) 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. *Outagamie County Landfill*
 - c) 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *2019 Evaluations and Candidate Review Process for Community Development*
- X. Return to Open Session
- Y. Action—Development Agreement for Country Villas CBRF/Apartments
- Z. 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: December 13, 2019

MINUTES OF THE REGULAR BOARD MEETING OF DECEMBER 4, 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: John Elrick, Trustee
Bill Peerenboom, Trustee
Brian Van Lankveldt, Trustee
David Peterson, Trustee
Skip Smith, Trustee
Larry Van Lankvelt, Trustee
Michael Vanden Berg, President

Roll call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator
Dan Meister, FVMPD Police Chief
Jim Moes, Community Development Director
Adam Breest, Director of Parks, Recreation and Forestry
Lisa Remiker-DeWall, Finance Director
Kent Taylor, Director of Public Works
Laurie Decker, Village Clerk
Chris Murawski, Village Engineer
Tyler Claringbole, Village Attorney
Steve Thiry, Library Director

Public Appearance for Items Not on the Agenda

Mr. Stouffer, 714 Bluff Avenue asked if he was able to ask questions or make statements regarding the CSO position that is on the Agenda; President Vanden Berg replied that he is able to make statements.

Consent Agenda

Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items may be removed at the request of any Board Member or member of the public. Any removed items will be considered immediately following the motion to approve the other items.

1. Minutes of Board Meeting of November 20, 2019
2. Disbursement List
3. Appoint 2020 Election Inspectors
4. Approve Class "A" Liquor License Cherryland's Best
5. Adopt Resolution No. 33, Series 2019 Regarding Polling Sites for all Elections Held in Village of Little Chute

Moved by Trustee Smith, seconded by Trustee Peterson to Approve the Consent Agenda items as presented

Ayes 7, Nays 0 – Motion Carried

Action—FVMPD Community Service Officer Job Description and Related Policy

Mr. Stouffer, 714 Bluff Avenue, stated he thought this was a great position but had concerns on how some issues would be resolved. Mr. Stouffer gave an example of a tag that was on his air conditioner to be picked up for disposal but was missing from his yard the next morning, he met with the Police Department to file a report of the theft but wondered how the CSO would handle that. Chief Meister replied that he agreed at minimum a report should be filed and glad the issue was resolved. Chief Meister advised that if any resident is not satisfied then chain of command should be followed.

Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Approve the FVMPD Community Service Officer Job Description and Related Policy

Ayes 7, Nays 0 – Motion Carried

Action—Adopt Ordinance No. 10, Series 2019 Reis Annexation

Moved by Trustee Elrick, seconded by Trustee Van Lankveldt to Adopt Ordinance No. 10, Series 2019 Reis Annexation as presented

Ayes 7, Nays 0 – Motion Carried

Roll Call Vote

Trustee Elrick	Aye
Trustee Peerenboom	Aye
Trustee Van Lankveldt	Aye
Trustee Peterson	Aye
Trustee Smith	Aye
Trustee Van Lankvelt	Aye
President Vanden Berg	Aye

Discussion—Forestry Manual Introduction

Director Breest went over updates to the Forestry Manual which was last updated in 2008.

Discussion—Financial Advisory Services

Director Remiker-DeWall was available for questions and advised that staff recommendation is to use Baird Public Finance as our comprehensive financing partner.

Discussion—Lateral Replacement Program

Village Engineer Murawski went over a recommendation for Lateral Installation for Sewer and Water Services.

Discussion—Elected Official Compensation

Administrator Fenlon went over the updated memo on compensation for Elected Officials. Administrator Fenlon advised that the Village of Little Chute is below the average compared with neighboring communities. Trustee Van Lankvelt stated he felt none of the Trustees are on the board for the money but feel this should be looked at and updated to be in line with neighboring communities. Mr. Stouffer made a suggestion to break down the wage by approximate hour to show compensation levels.

Department and Officers Progress Reports

Departments and Officers provided progress reports to the Board

Call for Unfinished Business

None

Items for Future Agenda

None

Adjournment

Moved by Trustee Smith, seconded by Trustee Van Lankvelt to Adjourn the Regular Board Meeting at 7:22 p.m.

Ayes 7, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

By:

Michael R. Vanden Berg, Village President

Attest: _____

Laurie Decker, Village Clerk

DISBURSEMENT LIST- December 18, 2019

Payroll & Payroll Liabilities - December 12, 2019 **\$216,258.75**

Prepaid Invoices - December 5, 2019 **\$1,100.00**
Prepaid Invoices - December 6, 2019 **\$34,333.47**
Prepaid Invoices - December 13, 2019 **\$11,195.96**

Utility Commission- December 17, 2019 **\$433,607.39**

CURRENT ITEMS

Bills List - December 18, 2019 **\$162,460.46**

Total Payroll, Prepaid & Invoices **\$858,956.03**

The above payments are recommended for approval:

Rejected: _____

Approved December 18, 2019

Michael R Vanden Berg, Village President

Laurie Decker, Clerk

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
5 ALARM FIRE & SAFETY EQUIPMENT				
192322-2	NITROGEN	310.00	12/19	101-52200-218
192517-A	HURST EDRAULIC CUTTER HISS AND SPREADER	16,000.00	12/19	101-52200-213
Total 5 ALARM FIRE & SAFETY EQUIPMENT:		16,310.00		
A.P. PLUMBING LLC				
5822	INSTALLED ELECTRONIC EYE MODULE & SOLEN	371.60	11/19	101-51650-242
5830	INSTALLED NEW SHUTOFF VALVES AND SUPPLY	329.10	11/19	101-51650-242
Total A.P. PLUMBING LLC:		700.70		
AIRGAS USA LLC				
9095831260	ALLOT STICK ELECTRODE	56.95	12/19	101-53330-218
9966374262	CYLINDER RENTALS	55.20	11/19	101-53330-218
9967050346	CYLINDER RENTALS	167.50	12/19	101-53330-218
Total AIRGAS USA LLC:		279.65		
AMPLITEL TECHNOLOGIES				
14913	MICROSOFT OFFICE 365-DEC	680.00	12/19	207-52120-204
14918	DATTO BACK UP SERVICES 12/19	375.00	12/19	207-52120-204
14947	MONTHLY ANTI-VIRUS SERVICE-DEC	99.00	12/19	207-52120-240
14976	ADAPTER CONVERTER CABLE	58.32	11/19	404-57190-302
14997	EQUIPMENT DESTRUCTION	20.00	12/19	207-52120-240
Total AMPLITEL TECHNOLOGIES:		1,232.32		
APPLETON TROPHY & ENGRAVING				
19891	METAL NAMETAGS	48.00	12/19	207-52120-212
19899	METAL NAMETAGS	24.00	12/19	207-52120-212
Total APPLETON TROPHY & ENGRAVING:		72.00		
ARING EQUIPMENT CO INC				
754429	INSTRUMENT PANEL #26	351.70	11/19	101-53330-225
Total ARING EQUIPMENT CO INC:		351.70		
ASCENSION MEDICAL GROUP-FOX VALLEY WI				
384427	EAP STANDARD SERVICE	80.48	12/19	101-51780-204
384427	EAP STANDARD SERVICE	115.69	12/19	101-53310-204
384427	EAP STANDARD SERVICE	135.81	12/19	207-52120-204
Total ASCENSION MEDICAL GROUP-FOX VALLEY WI:		331.98		
ASCENSION ST ELIZABETH HOSPITAL				
11/19 EL.FVMPD	NOVEMBER BLOOD DRAWS	78.78	11/19	207-52120-204
Total ASCENSION ST ELIZABETH HOSPITAL:		78.78		
ASSOCIATED APPRAISAL CONSULTANTS				
145622	PROFESSIONAL SERVICES-DECEMBER	1,275.00	12/19	101-51530-204

Invoice	Description	Total Cost	Period	GL Account
	Total ASSOCIATED APPRAISAL CONSULTANTS:	1,275.00		
AT&T LONG DISTANCE				
11/19 845626857	OCT/NOV CHARGES	33.64	11/19	101-51650-203
11/19 845626857	OCT/NOV CHARGES	231.74	11/19	207-52120-203
11/19 845626857	OCT/NOV CHARGES	91.67	11/19	620-53924-203
	Total AT&T LONG DISTANCE:	357.05		
AUTOMATED COMFORT CONTROLS				
25271	REPAIRED BOILER AT VILLAGE HALL	551.50	11/19	101-51650-245
25288	REPAIR HVAC AT MSB	252.25	11/19	101-53310-243
	Total AUTOMATED COMFORT CONTROLS:	803.75		
BERGSTROM FORD-LINCOLN				
344223	REPLACED MODE DOOR ACTUATOR SQUAD #92	484.26	12/19	207-52120-247
	Total BERGSTROM FORD-LINCOLN:	484.26		
BROCKMAN'S ROOFING & SIDING				
4119	NEW SHINGLE ROOFS FOR DOYLE PARK POOL B	6,012.00	12/19	204-55420-242
	Total BROCKMAN'S ROOFING & SIDING:	6,012.00		
BRYANT, KAWAN NEHEMIAH				
4880N2G299	OVERPAYMENT-COURT FINE-BRYANT	6.30	12/19	101-35101
	Total BRYANT, KAWAN NEHEMIAH:	6.30		
CASTONIA, TAMMY				
120119	DECEMBER HEALTH INSURANCE	744.40	12/19	101-51410-105
	Total CASTONIA, TAMMY:	744.40		
CITY OF APPLETON				
3515	DECEMBER WEIGHTS & MEASURES	580.00	12/19	101-52050-204
3640	NOVEMBER 2019 TRANSIT	7,362.00	12/19	101-51780-233
	Total CITY OF APPLETON:	7,942.00		
CUMMINS NPOWER				
E4-33932	BELT FOR TRUCK #21	61.97	12/19	101-53330-225
	Total CUMMINS NPOWER:	61.97		
DE BRUIN, BEAU				
113019	NOVEMBER CLEAN UP	30.00	11/19	101-52200-111
	Total DE BRUIN, BEAU:	30.00		
DECKER, LAURIE				
11/19 REIMBURSE	PRESIDENTIAL ELECTION ACADEMY REIMBURSE	47.00	11/19	101-51440-201
	Total DECKER, LAURIE:	47.00		

Invoice	Description	Total Cost	Period	GL Account
DIGGERS HOTLINE INC				
191159201	NOVEMBER LOCATES	53.87	11/19	610-53612-209
191159201	NOVEMBER LOCATES	53.86	11/19	620-53644-209
191159201	NOVEMBER LOCATES	53.87	11/19	630-53442-209
Total DIGGERS HOTLINE INC:		161.60		
EHLERS INVESTMENT PARTNERS LLC				
NOVEMBER 2019	NOVEMBER INVESTMENT MANAGEMENT	249.43	11/19	101-51780-229
NOVEMBER 2019	NOVEMBER INVESTMENT MANAGEMENT	173.54	11/19	300-57331-229
NOVEMBER 2019	NOVEMBER INVESTMENT MANAGEMENT	201.41	11/19	610-53614-229
NOVEMBER 2019	NOVEMBER INVESTMENT MANAGEMENT	107.47	11/19	620-53924-229
NOVEMBER 2019	NOVEMBER INVESTMENT MANAGEMENT	370.84	11/19	630-53444-229
Total EHLERS INVESTMENT PARTNERS LLC:		1,102.69		
ENTERPRISE ELECTRIC INC				
19525	INDUSTRIAL PARK STORM POND REPAIR	225.00	12/19	630-53441-204
Total ENTERPRISE ELECTRIC INC:		225.00		
FACTORY MOTOR PARTS CO				
18-1835820	WINDSHIELD WIPERS	304.04	12/19	101-53330-218
Total FACTORY MOTOR PARTS CO:		304.04		
FASTENAL COMPANY				
WIKIM243351	HEX NUTS	.10	06/19	101-53330-218
WIKIM249013	HEX NUTS & BOLTS	11.76	11/19	101-53330-225
WIKIM249030	DRILL BITS, QUICK LINK CHAIN, & PARTS FOR #8	187.38	11/19	101-53330-225
Total FASTENAL COMPANY:		199.24		
FERGUSON WATERWORKS LLC #1476				
291483	MULTI GROUT	406.00	12/19	610-53614-218
Total FERGUSON WATERWORKS LLC #1476:		406.00		
FOX CITIES JANITORIAL				
9555	MONTHLY CLEANING-LCFD	200.00	12/19	101-52250-243
9555	MONTHLY CLEANING-METRO	795.00	12/19	207-52120-243
Total FOX CITIES JANITORIAL:		995.00		
FOX VALLEY TECHNICAL COLLEGE				
EC66909	FACILITY RENTAL-INDOOR RANGE & FORCED EN	175.00	10/19	207-52120-201
Total FOX VALLEY TECHNICAL COLLEGE:		175.00		
GALLS LLC				
14291122	DUTY BELT	181.97	11/19	207-52120-212
Total GALLS LLC:		181.97		
GAME TIME				
PJI-0127493	LITTLE CHUTE ELEMENTARY SCHOOL PLAYGRO	387.17	11/19	101-55200-242

Invoice	Description	Total Cost	Period	GL Account
	Total GAME TIME:	<u>387.17</u>		
	GARROW OIL			
NOVEMBER 2019	OFF ROAD DIESEL	59.78	11/19	630-53442-247
NOVEMBER 2019	OFF ROAD DIESEL	150.75	11/19	101-55200-247
NOVEMBER 2019	OFF ROAD DIESEL	22.43	11/19	101-55440-247
NOVEMBER 2019	OFF ROAD DIESEL	9.08	11/19	610-53612-247
NOVEMBER 2019	OFF ROAD DIESEL	19.01	11/19	620-53644-247
NOVEMBER 2019	OFF ROAD DIESEL	29.31	11/19	101-53460-247
NOVEMBER 2019	OFF ROAD DIESEL	408.20	11/19	101-53330-217
	Total GARROW OIL:	<u>698.56</u>		
	GARZA, JESSICA			
112319	SECURITY DEPOSIT REFUND	100.00	11/19	208-21235
	Total GARZA, JESSICA:	<u>100.00</u>		
	GFC LEASING - WI			
12792873	GFC LEASING COPIER OVERAGE CHARGES	14.40	12/19	101-53310-207
	Total GFC LEASING - WI:	<u>14.40</u>		
	GRAEF			
106885	FOX RIVER BOARDWALK	685.50	11/19	420-57620-277
	Total GRAEF:	<u>685.50</u>		
	HACH COMPANY			
11713174	CHLORINE AND BUFFER SOLUTION	513.59	11/19	620-53644-204
	Total HACH COMPANY:	<u>513.59</u>		
	HAWKINS INC			
4612737	AZONE	460.26	11/19	620-53634-214
4612737	SODIUM SILICATE	1,557.18	11/19	620-53634-220
4620963	AZONE	346.30	11/19	620-53634-214
4620963	SODIUM SILICATE	2,026.76	11/19	620-53634-220
4624398	AZONE	346.30	12/19	620-53634-214
4624398	SODIUM SILICATE	1,298.90	12/19	620-53634-220
	Total HAWKINS INC:	<u>6,035.70</u>		
	HEARTLAND BUSINESS SYSTEMS			
347827-H	NOVEMBER BILL PRINT QNTY 4031	141.09	11/19	201-53620-206
347827-H	NOVEMBER BILL PRINT QNTY 4031	141.09	11/19	610-53614-206
347827-H	NOVEMBER BILL PRINT QNTY 4031	141.09	11/19	620-53904-206
347827-H	NOVEMBER BILL PRINT QNTY 4031	141.07	11/19	630-53443-206
	Total HEARTLAND BUSINESS SYSTEMS:	<u>564.34</u>		
	HOEFLER, MIKE			
113019	NOVEMBER CLEAN UP	30.00	11/19	101-52200-111
	Total HOEFLER, MIKE:	<u>30.00</u>		

Invoice	Description	Total Cost	Period	GL Account
HOELZEL, DAVE				
120419	REIMBURSE SANTA FEE 12/4 CONCERT	60.00	12/19	101-55480-218
Total HOELZEL, DAVE:		60.00		
HOLLANDER'S				
120819	EMPLOYEE APPRECIATION PARTY	359.85	12/19	101-51960-211
Total HOLLANDER'S:		359.85		
INTERSTATE BATTERY OF GREEN BAY				
90132719	BATTERY FOR TRUCK #88	295.90	12/19	101-53330-225
Total INTERSTATE BATTERY OF GREEN BAY:		295.90		
JANSEN, JOE				
11/19 REIMBURSE	SAFETY BOOTS REIMBURSEMENT	62.99	11/19	101-53310-213
Total JANSEN, JOE:		62.99		
JANSSEN, MARTIN				
11/19 REIMBURSE	SAFETY SHOE & GLOVE REIMBURSEMENT	184.78	11/19	101-53310-213
Total JANSSEN, MARTIN:		184.78		
K.R. WEST COMPANY INC.				
379846	O-RING FOR #88	8.04	12/19	101-53330-225
Total K.R. WEST COMPANY INC.:		8.04		
KAMP, JEREMY				
12/19 REIMBURSE	SAFETY SHOE REIMBURSEMENT	200.00	12/19	101-53310-213
Total KAMP, JEREMY:		200.00		
KELLER				
40704	FINAL PAYMENT-ROOF REPAIR CFEST SHELTER	5,930.50	11/19	101-55200-242
Total KELLER:		5,930.50		
KERRY'S VROOM SERVICE INC				
9261	OIL & FILTER CHANGE - UNIT#181	43.47	11/19	207-52120-247
9262	OIL & FILTER CHANGE & GLUE DOOR PAD - UNIT	64.47	11/19	207-52120-247
9263	OIL & FILTER CHANGE - UNIT#95	43.47	11/19	207-52120-247
9265	OIL & FILTER CHANGE - UNIT#90	43.47	11/19	207-52120-247
9271	OIL & FILTER CHANGE - UNIT#83	42.04	12/19	207-52120-247
Total KERRY'S VROOM SERVICE INC:		236.92		
KOEBE, DONNA				
11/19 REIMBURSE	REIMBURSE FOR WPRA CONFERENCE	2.94	11/19	101-55300-201
Total KOEBE, DONNA:		2.94		
KWIK TRIP INC				
NOV 2019 286768	NOV FUEL FOR SQUADS	2,340.30	11/19	207-52120-247

Invoice	Description	Total Cost	Period	GL Account
Total KWIK TRIP INC:		2,340.30		
LANGE, SANDIE				
120919 CIVIC CENTER RENTAL REFUND		100.00	12/19	206-38211
Total LANGE, SANDIE:		100.00		
LC PROPERTY MANAGEMENT LLC				
121819 DEVELOPMENT INCENTIVE-LC PROPERTY MNMG		12,000.00	12/19	416-57600-266
Total LC PROPERTY MANAGEMENT LLC:		12,000.00		
LEXISNEXIS RISK DATA MANAGEMENT INC				
1686177-20191130 NOVEMBER 2019 MINIMUM COMMITMENT		100.00	11/19	101-51680-204
Total LEXISNEXIS RISK DATA MANAGEMENT INC:		100.00		
LINDNER ACE HARDWARE LITTLE CHUTE				
260299 FLAG POLE HOLDERS		6.59	10/19	101-53300-218
260322-325001 QUICK LINK CHAIN		19.18	10/19	101-53330-225
260410-325001 FASTENERS		6.48	10/19	101-53300-218
260543-325001 WOOD SHIMS		4.78	10/19	610-53614-218
260566-325001 CONTACT CEMENT		12.18	10/19	207-52120-242
260603-325001 ANTIFREEZE		43.99	11/19	101-55200-218
260621-325001 ANTIFREEZE		12.00	11/19	101-55200-218
260775-325001 RAKE FOR LEAVES		26.98	11/19	630-53442-218
260782-325001 SCISSORS/PIN HITCH/FILING TOOL		44.97	11/19	206-55110-242
260822-325001 PARKING LOT MARKERS		14.99	11/19	101-53350-218
260838-325001 RAKE FOR LEAVES		26.98	11/19	630-53442-218
260883-325001 PROPANE		39.90	11/19	101-53330-218
260895-325001 HOSE MENDER KIT		3.59	11/19	101-53330-218
260911-325001 YELLOW ROPE FOR SALT BARRELS		7.99	11/19	101-53350-218
Total LINDNER ACE HARDWARE LITTLE CHUTE:		270.60		
MACQUEEN EQUIPMENT				
P13295 DOOR HANDLE #58		427.75	12/19	101-53330-225
Total MACQUEEN EQUIPMENT:		427.75		
MARCO TECHNOLOGIES LLC				
7075339 SET UP ADMIN CONNECTION		37.50	12/19	101-51650-203
Total MARCO TECHNOLOGIES LLC:		37.50		
MATTHEWS TIRE				
251152 2 NEW TIRES ON SQUAD #84		313.00	11/19	207-52120-247
72695 FLAT REPAIR ON 1 TIRE #52		15.00	11/19	101-53330-204
72695 FLAT REPAIR ON 1 TIRE #52		31.58	11/19	101-53330-225
72748 4 NEW TIRES ON #26		2,820.00	12/19	101-53330-225
72748 4 NEW TIRES ON #26		333.00	12/19	101-53330-204
72759 1 NEW TIRE ON #11		20.00	12/19	101-53330-204
72759 1 NEW TIRE ON #11		382.10	12/19	101-53330-225
72803 1 NEW TIRE ON #6		382.10	12/19	101-53330-225
72803 1 NEW TIRE ON #6		20.68	12/19	101-53330-204

Invoice	Description	Total Cost	Period	GL Account
Total MATTHEWS TIRE:		<u>4,317.46</u>		
MCO				
24983	MILEAGE REIMBURSEMENT-AUGUST	184.44	09/19	620-53644-247
25230	MILEAGE REIMBURSEMENT	352.64	11/19	620-53644-247
25274	DECEMBER METER READING	354.17	12/19	610-53613-204
25274	DECEMBER METER READING	354.17	12/19	620-53904-204
Total MCO:		<u>1,245.42</u>		
MENARDS - APPLETON EAST				
72749	PARTS TO REPAIR ICE RINK LIGHTS	18.68	11/19	101-55200-218
73170	UNIVERSAL PHOTO EYE	17.96	11/19	101-55200-242
73733	DOWNTOWN CHRISTMAS LIGHTS	11.37	12/19	101-51960-218
Total MENARDS - APPLETON EAST:		<u>48.01</u>		
MIDWEST METER INC				
117293	QTY 60 METER, BASE AND ACCESSORIES	13,647.50	12/19	620-19203
Total MIDWEST METER INC:		<u>13,647.50</u>		
MIDWEST SALT LLC				
P448170	INDUSTRIAL SOUTHERN COARSE SALT	2,407.81	10/19	620-53634-224
P448626	INDUSTRIAL SOUTHERN COARSE SALT	2,465.58	11/19	620-53634-224
P448682	COARSE WATER CONDITIONING ROCK	2,547.33	11/19	620-53634-224
P448717	INDUSTRIAL SOUTHERN COARSE SALT	2,456.86	11/19	620-53634-224
P448973	INDUSTRIAL SOUTHERN COARSE SALT	2,550.60	12/19	620-53634-224
P449042	INDUSTRIAL SOUTHERN COARSE SALT	2,508.09	12/19	620-53634-224
Total MIDWEST SALT LLC:		<u>14,936.27</u>		
MISCHLER, ELLEN				
12/19 REIMBURSE	LIGHTS FOR PLANTERS	31.44	12/19	101-51960-215
Total MISCHLER, ELLEN:		<u>31.44</u>		
MONROE TRUCK EQUIPMENT INC				
817068	MERCURY SWITCH	43.22	11/19	101-53330-218
817068	MERCURY SWITCH	43.22	11/19	101-53330-225
Total MONROE TRUCK EQUIPMENT INC:		<u>86.44</u>		
MUNICIPAL CODE CORPORATION				
337006	ADMIN SUPPORT FEE 12/1/19 TO 11/30/20	350.00	12/19	101-51440-204
Total MUNICIPAL CODE CORPORATION:		<u>350.00</u>		
NEWS PUBLISHING CO INC				
462880	PUBLIC HEARING	45.57	11/19	101-51440-227
463275	EMPLOYMENT AD-CROSSING GUARD	41.40	11/19	101-52350-218
463277	CONDITIONAL USE REQUEST	42.49	11/19	101-51440-227
463582	EMPLOYMENT AD-CROSSING GUARD	27.60	11/19	101-52350-218
464397	SNOW REMOVAL	79.00	11/19	101-53350-227
464398	EMPLOYMENT AD-VILLAGE ASSESSOR	189.60	11/19	101-51400-236
464398-1	EMPLOYMENT AD-VILLAGE ASSESSOR	134.40	11/19	101-51400-236

Invoice	Description	Total Cost	Period	GL Account
465238	NOTICE OF SPRING ELECTION	38.24	11/19	101-51440-227
465239	LIQUOR LICENSE APPLICATION	19.62	11/19	101-51440-227
466146	DEER CULLING AD	47.40	11/19	101-55200-227
Total NEWS PUBLISHING CO INC:		665.32		
O'BRIEN, TIMOTHY S				
12/19 REIMBURSE	SAFETY SHOES REIMBURSEMENT	75.00	12/19	101-53310-213
Total O'BRIEN, TIMOTHY S:		75.00		
O'REILLY AUTOMOTIVE INC				
2043-189159	AIR FILTER AND A CASE OF WD-40	105.00	10/19	101-53330-218
2043-190397	AIR, OIL, FUEL, & CABIN FILTERS	216.19	11/19	101-53330-218
2043-190404	GREASE FOR TRUCK #40	23.96	11/19	101-53330-225
2043-190905	FOG CAPSULES FOR TRUCK #58	4.54	11/19	101-53330-225
2043-191023	AIR FILTERS	26.00	11/19	101-53330-218
2043-191136	3 GAL MOTOR OIL TRUCK #78	44.97	11/19	101-53330-225
2043-191494	AIR, OIL, & CABIN FILTERS	167.95	11/19	101-53330-218
2043-191500	CAP WRENCH	6.49	11/19	101-53330-218
2043-191559	WIPER FLUID	29.94	11/19	207-52120-247
2043-192179	AIR, OIL, FUEL, & CABIN FILTERS	350.37	11/19	101-53330-218
2043-192288	SEALED BEAM	5.93	11/19	101-53330-218
2043-192288	SEALED BEAM #29	5.93	11/19	101-53330-225
2043-192398	AIR AND CABIN FILTERS	142.38	11/19	101-53330-218
2043-192400	AIR FILTERS	30.04	11/19	101-53330-218
2043-192760	AIR, OIL, & FUEL FILTERS	93.18	11/19	101-53330-218
2043-192825	AIR FILTER	12.13	11/19	101-53330-218
2043-192825	AIR FILTER #75	12.13	11/19	101-53330-225
2043-192903	AIR, OIL, & FUEL FILTERS	69.61	11/19	101-53330-218
Total O'REILLY AUTOMOTIVE INC:		1,346.74		
OUTAGAMIE COUNTY TREASURER				
1017838	NOVEMBER FUEL BILL	73.34	11/19	101-52050-247
1017838	NOVEMBER FUEL BILL	395.13	11/19	630-53442-247
1017838	NOVEMBER FUEL BILL	2,919.12	11/19	201-53620-247
1017838	NOVEMBER FUEL BILL	169.16	11/19	101-55200-247
1017838	NOVEMBER FUEL BILL	155.23	11/19	101-55440-247
1017838	NOVEMBER FUEL BILL	43.02	11/19	101-55300-247
1017838	NOVEMBER FUEL BILL	636.80	11/19	101-52200-247
1017838	NOVEMBER FUEL BILL	72.47	11/19	610-53612-247
1017838	NOVEMBER FUEL BILL	400.81	11/19	620-53644-247
1017838	NOVEMBER FUEL BILL	2,310.39	11/19	101-53330-217
NOVEMBER 2019	NOVEMBER COURT FINES	665.43	11/19	101-35101
Total OUTAGAMIE COUNTY TREASURER:		7,840.90		
PACE ANALYTICAL SERVICES INC				
1940075123	WATER ANALYSIS	319.00	11/19	620-53644-204
Total PACE ANALYTICAL SERVICES INC:		319.00		
PACKER CITY INTL TRUCKS INC				
CMX103079415:02	RETURNED MERCHANDISE	244.40-	11/19	101-53330-218
CMX103080815:01	RETURNED MERCHANDISE	58.31-	11/19	101-53330-225
R101034499:01	CHECK COOLANT IN TRUCK #1	60.00	12/19	101-53330-204

Invoice	Description	Total Cost	Period	GL Account
R103018463:01	REPAIRED LIGHT DIAGNOSIS #80	1,403.60	11/19	101-53330-204
R103018463:01	REPAIRED LIGHT DIAGNOSIS #80	330.45	11/19	101-53330-225
X103080815:01	TAIL LIGHT FOR TRUCK #13	58.31	11/19	101-53330-225
X103081172:01	HIGH PRESSURE HOSE ASSEMBLY #80	64.65	12/19	101-53330-225
X103081412:01	VALVE KITS AND CARTRIDGES	68.38	12/19	101-53330-218
Total PACKER CITY INTL TRUCKS INC:		1,682.68		
PSYCHOLOGIE CLINIQUE S.C.				
120419	PSYCHOLOGICAL EVALUATION-BLADER	510.00	12/19	207-52120-225
120619	PSYCHOLOGICAL EVALUATION-LOZANO	510.00	12/19	207-52120-225
Total PSYCHOLOGIE CLINIQUE S.C.:		1,020.00		
REMIKER-DEWALL, LISA				
12/19 REIMBURSE	GFOA CONFERENCE REIMBURSEMENT	94.68	12/19	101-51420-201
Total REMIKER-DEWALL, LISA:		94.68		
RENT-A-FLASH OF WISCONSIN INC				
69222	HAMMEN CT STREET SIGN	78.50	11/19	101-53300-218
Total RENT-A-FLASH OF WISCONSIN INC:		78.50		
RIVERSIDE BY REYNEBEAU FLORAL				
140976/1	FLORAL ARRANGEMENT- BROCKMAN	55.45	11/19	101-52200-219
140977/1	FLORAL ARRANGEMENT- HERMUS	66.49	11/19	101-52200-219
141680/1	FLORAL ARRANGEMENT- WEIGMAN	43.50	12/19	101-51960-211
Total RIVERSIDE BY REYNEBEAU FLORAL:		165.44		
SCHAFFER, DONNA				
120719	SECURITY DEPOSIT REFUND	100.00	12/19	208-21235
Total SCHAFFER, DONNA:		100.00		
SCHEPP, COLLEEN				
112819	SECURITY DEPOSIT REFUND	100.00	11/19	208-21235
Total SCHEPP, COLLEEN:		100.00		
SCHUMACHER, LINDA				
121319	SECURITY DEPOSIT REFUND	100.00	12/19	208-21235
121319	RENTAL FEE REFUND	125.00	12/19	208-34401
Total SCHUMACHER, LINDA:		225.00		
SETH'S COFFEE				
121819	ROOF-ADDITION TO LOAN	12,205.30	12/19	221-13926
Total SETH'S COFFEE:		12,205.30		
SKID & PALLET SERVICE				
13374	PLAYGROUND MULCH	720.00	07/19	101-55200-213
Total SKID & PALLET SERVICE:		720.00		

Invoice	Description	Total Cost	Period	GL Account
SLATER, PAULA				
12/19 REIMBURSE	REIMBURSE FOR JAM REGISTRATION FEES	540.00	12/19	101-55300-218
Total SLATER, PAULA:		540.00		
SNAP-ON INDUSTRIAL				
42009717	TEST LIGHT FOR SHOP	88.23	11/19	101-53330-225
Total SNAP-ON INDUSTRIAL:		88.23		
SPRANGERS, AMBER				
11/19 REIMBURSE	ELECTION TRAINING REIMBURSEMENT	57.00	11/19	101-51440-201
Total SPRANGERS, AMBER:		57.00		
STATE OF WI COURT FINES &				
NOVEMBER 2019	NOVEMBER COURT FINES	2,683.29	11/19	101-35101
Total STATE OF WI COURT FINES &:		2,683.29		
STONERIDGE LITTLE CHUTE LLC				
1037540938	FRUIT BASKET & DELIVERY	39.99	11/19	101-52200-211
1040730631	FRUIT BASKET & DELIVERY	39.99	11/19	101-52200-211
21098731638	BEVERAGES	30.78	11/19	101-52200-211
23030171548	FOOD	145.12	11/19	101-52200-211
23065681024	FOOD	220.50	11/19	101-52200-211
23085680919	FOOD AND CLEANING SUPPLIES	81.96	11/19	101-52200-211
Total STONERIDGE LITTLE CHUTE LLC:		558.34		
STREICHERS				
I1400069	DUTY BELT	42.99	11/19	207-52120-212
I1400076	DUTY BELT	109.99	11/19	207-52120-212
I1400098	DUTY BELT	26.99	11/19	207-52120-212
I1400252	DUTY BELT	263.90	11/19	207-52120-212
Total STREICHERS:		443.87		
THEDACARE LABORATORIES				
NOV 2019 1210055	NOVEMBER BLOOD DRAWS	127.50	11/19	207-52120-204
Total THEDACARE LABORATORIES:		127.50		
TIME WARNER CABLE				
11/19 60703290180	NOVEMBER/DECEMBER SERVICE	107.75	11/19	620-53924-203
12/19 70953560100	DECEMBER/JANUARY	211.37	12/19	101-51650-203
12/19 71391120150	NOVEMBER/DECEMBER SERVICE	230.99	11/19	207-52120-203
Total TIME WARNER CABLE:		550.11		
TOWN OF GRAND CHUTE				
121319	JOSEPH REIS ANNEXATION	5,580.30	12/19	101-56700-264
Total TOWN OF GRAND CHUTE:		5,580.30		
TRUCK COUNTRY OF WISC				
X202582514:01	BELT FOR TRUCK #21	34.83	12/19	101-53330-225

Invoice	Description	Total Cost	Period	GL Account
X202582939:01	CRANKCASE VENTILATION KIT & FILTER #2	258.78	12/19	101-53330-225
X202583350:01	RETURNED MERCHANDISE	80.89-	12/19	101-53330-225
X202583352:01	VENTILATION FILTER #2	80.89	12/19	101-53330-225
X202583917:01	ANTI SAIL RUBBER	74.37	12/19	101-53330-218
Total TRUCK COUNTRY OF WISC:		367.98		
UNEMPLOYMENT INSURANCE				
9852218	UNEMPLOYMENT-CASTONIA	1,850.00	11/19	101-51410-113
Total UNEMPLOYMENT INSURANCE:		1,850.00		
UNIFIRST CORPORATION				
0970297997	SHIRTS/PANTS	4.51	12/19	101-53330-213
0970297997	LAUNDRY BAGS/WIPERS	10.99	12/19	101-53330-218
Total UNIFIRST CORPORATION:		15.50		
UNIFORM SHOPPE				
293870	NAME TAPES	12.00	11/19	101-52200-212
Total UNIFORM SHOPPE:		12.00		
US VENTURE				
L64261	SPECTRO V100 WATER AF FUEL	100.00	11/19	101-53330-204
Total US VENTURE:		100.00		
VALLEY LIQUOR				
810536	BEVERAGES AND SUPPLIES	149.45	11/19	101-52200-211
811429	BEVERAGES	145.95	11/19	101-52200-211
812344	BEVERAGES AND SUPPLIES	149.45	11/19	101-52200-211
Total VALLEY LIQUOR:		444.85		
VANDERSCHEUREN, MICHAEL				
Q4 2019	BAND DIRECTOR WAGES FROM OCT - DEC	912.50	12/19	101-55480-225
Total VANDERSCHEUREN, MICHAEL:		912.50		
VERIZON WIRELESS				
9842157871	OCTOBER/NOVEMBER SERVICE	47.34	11/19	620-53924-203
Total VERIZON WIRELESS:		47.34		
VILLAGE OF LITTLE CHUTE				
260127611-1	LC VANDENBROEK DRAINAGE	256.71	12/19	630-53440-410
260127910-1	LC VANDENBROEK DRAINAGE	.56	12/19	630-53440-410
260425100-1	LC VANDENBROEK DRAINAGE	3.99	12/19	630-53440-410
260425101-1	LC VANDENBROEK DRAINAGE	3.45	12/19	630-53440-410
260425200-1	LC VANDENBROEK DRAINAGE	4.61	12/19	630-53440-410
260425900-1	LC VANDENBROEK DRAINAGE	6.90	12/19	630-53440-410
260430500	KAREN DR	1,106.67	12/19	416-57600-300
260430600	206 KAREN DR	2,723.04	12/19	416-57600-300
Total VILLAGE OF LITTLE CHUTE:		4,105.93		

Invoice	Description	Total Cost	Period	GL Account
VON BRIESEN & ROPER S.C. 303300 LEGAL SERVICES		2,475.00	11/19	207-52120-262
Total VON BRIESEN & ROPER S.C.:		2,475.00		
WASTEBUILT ENTITIES 3416392 FAN & FAN SHAFT FOR TRUCK #40		2,442.47	12/19	101-53330-225
Total WASTEBUILT ENTITIES:		2,442.47		
WAUKESHA COUNTY TECHNICAL COLLEGE S0704137 FIELD TRAINING OFFICER-GUELI		485.00	11/19	207-52120-201
Total WAUKESHA COUNTY TECHNICAL COLLEGE:		485.00		
WAUSAU EQUIPMENT COMPANY INC 6866866 CYLINDER FOR TRUCK #88		1,938.75	12/19	101-53330-225
Total WAUSAU EQUIPMENT COMPANY INC:		1,938.75		
WELLS FARGO FINANCIAL LEASING 5008286522 DECEMBER COPIER LEASE 5008286522 DECEMBER COPIER LEASE		803.15 450.00	12/19 12/19	101-51650-207 101-53310-207
Total WELLS FARGO FINANCIAL LEASING:		1,253.15		
WEST BEND MUTUAL INS CO 2425077 NOTARY BOND-MEISTER		50.00	11/19	207-52120-228
Total WEST BEND MUTUAL INS CO:		50.00		
WESTBURG, SETH 12/19 REIMBURSE WISCONSIN PARKS CONFERENCE MEAL REIMBU 12/19 REIMBURSE- SAFETY SHOE ALLOWANCE		10.00 79.00	12/19 12/19	101-55200-201 101-55200-213
Total WESTBURG, SETH:		89.00		
WITTMANN, STEVE 12/19 REIMBURSE HALLOWEEN CANDY GIVE AWAYS		128.82	12/19	101-52200-219
Total WITTMANN, STEVE:		128.82		
ZARNOOTH BRUSH WORKS INC 178071 WAFER BROOM REFILL 178071 CABLEWRAP BROOM #58 178071 DISPOSABLE GUTTER BROOM FOR #14		373.30 358.00 480.00	11/19 11/19 11/19	101-53330-218 101-53330-225 101-53330-225
Total ZARNOOTH BRUSH WORKS INC:		1,211.30		
ZIEBART RHINO LININGS/WI08 55997 RUST INSPECTION FOR #43		82.40	12/19	101-53330-204
Total ZIEBART RHINO LININGS/WI08:		82.40		
Grand Totals:		162,460.46		

Vendor number hash: 501483
Vendor number hash - split: 596608
Total number of invoices: 208
Total number of transactions: 254

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	162,460.46	162,460.46
Grand Totals:	162,460.46	162,460.46

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account	
2019 TAX REFUNDS (5086)								
260-006400	Invoi	2019 TAX REFUND	22.26	Open	Non	12/19	803-21215	
260-104900	Invoi	2019 TAX REFUND	65.26	Open	Non	12/19	803-21215	
260-131600	Invoi	2019 TAX REFUND	479.63	Open	Non	12/19	803-21215	
260-254000	Invoi	2019 TAX REFUND	568.74	Open	Non	12/19	803-21215	
Total 2019 TAX REFUNDS (5086):			1,135.89					
2019 UTILITY REFUNDS (5009)								
124221209	Invoi	OVERPAYMENT REFUND ACCT #1-242212-09	4.02	Open	Non	12/19	001-15000	
126231913	Invoi	OVERPAYMENT REFUND ACCT #1-262319-13	36.12	Open	Non	12/19	001-15000	
170284501	Invoi	OVERPAYMENT REFUND ACCT #1-702845-01	46.14	Open	Non	12/19	001-15000	
Total 2019 UTILITY REFUNDS (5009):			86.28					
HEART OF THE VALLEY (280)								
120919MP	Invoi	4674 CHERRYVALE-HOV METER PAYABLE	1,289.00	Open	Non	12/19	610-21110	
Total HEART OF THE VALLEY (280):			1,289.00					
VILLAGE OF LITTLE CHUTE (1404)								
260-078200	Invoi	PREPAID TAXES-DUFRANE	260-078200	4,773.79	Open	Non	12/19	101-14301
260-332600	Invoi	PREPAID TAXES-KERKHOFF	260-332600	3,500.00	Open	Non	12/19	101-14301
Total VILLAGE OF LITTLE CHUTE (1404):			8,273.79					
WARRANT PAYMENTS (4565)								
PS612	Invoi	WARRANT- GONZALEZ		411.00	Open	Non	12/19	207-21495
Total WARRANT PAYMENTS (4565):			411.00					
Grand Totals:			11,195.96					

Report GL Period Summary

Vendor number hash: 43024
 Vendor number hash - split: 43024
 Total number of invoices: 11
 Total number of transactions: 11

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	11,195.96	11,195.96
Grand Totals:	11,195.96	11,195.96

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
2019 REFUNDS-MISCELLANEOUS (5003)							
120619	Invoi	REFUND OVERPAYMENT ON PERMIT	100.00	Open	Non	12/19	101-32210
Total 2019 REFUNDS-MISCELLANEOUS (5003):			100.00				
2019 UTILITY REFUNDS (5009)							
170251505	Invoi	OVERPAYMENT REFUND ACCT #1-702515-05	15.28	Open	Non	11/19	001-15000
326323008	Invoi	OVERPAYMENT REFUND ACCT #3-263230-08	174.20	Open	Non	12/19	001-15000
Total 2019 UTILITY REFUNDS (5009):			189.48				
AMERICAN FIDELITY ASSURANCE (4885)							
2054782C	Invoi	FLEX SPENDING NOVEMBER	1,609.61	Open	Non	11/19	101-21368
2055236	Invoi	FLEX SPENDING NOVEMBER	997.14	Open	Non	11/19	101-21368
Total AMERICAN FIDELITY ASSURANCE (4885):			2,606.75				
AMPLITEL TECHNOLOGIES (4637)							
14596	Invoi	MICROSOFT OFFICE 365-OCTOBER	680.00	Open	Non	10/19	207-52120-204
14603	Invoi	DATTO BACK UP SERVICES 10/19	375.00	Open	Non	10/19	207-52120-204
14630	Invoi	MONTHLY ANTI-VIRUS SERVICE-OCTOBER	99.00	Open	Non	10/19	207-52120-240
14831	Invoi	WIRELESS ACCESS POINT	272.58	Open	Non	11/19	101-52200-240
14850	Invoi	INSTALL NEW WIRELESS ACCESS POINTS	823.83	Open	Non	11/19	207-52120-240
14874	Invoi	CAMERA REPLACEMENT	945.88	Open	Non	11/19	207-52120-240
14979	Invoi	100 HOUR BLOCK AGREEMENT	10,500.00	Open	Non	11/19	404-57190-204
Total AMPLITEL TECHNOLOGIES (4637):			13,696.29				
ARING EQUIPMENT CO INC (577)							
754301	Invoi	TRANSMISSION OIL #19	114.86	Open	Non	11/19	101-53330-225
754301	Invoi	TRANSMISSION OIL	114.86	Open	Non	11/19	101-53330-218
754349	Invoi	ROTATING BEACON #26	298.16	Open	Non	11/19	101-53330-225
754356	Invoi	FILTERS FOR TRUCK #25	165.59	Open	Non	11/19	101-53330-225
Total ARING EQUIPMENT CO INC (577):			693.47				
AT & T (5080)							
287294953059	12/1	Invoi OCT/NOV SERVICE	341.51	Open	Non	11/19	101-52200-203
Total AT & T (5080):			341.51				
AXON ENTERPRISE INC. (555)							
SI-1619232	Invoi	EVIDENCE.COM YEAR 3 PAYMENT	936.00	Open	Non	10/19	207-52120-204
Total AXON ENTERPRISE INC. (555):			936.00				
CELLCOM (4683)							
505577	Invoi	FVMPD CELL - NOVEMBER	1,414.96	Open	Non	11/19	207-52120-203
Total CELLCOM (4683):			1,414.96				
JX ENTERPRISES INC (3079)							
1427255S	Invoi	INSTALLED NEW AMMONIA SENSOR #6	958.15	Open	Non	11/19	101-53330-204
1427255S	Invoi	INSTALLED NEW AMMONIA SENSOR #6	641.80	Open	Non	11/19	101-53330-225
Total JX ENTERPRISES INC (3079):			1,599.95				

VILLAGE OF LITTLE CHUTE		Invoice Register - PREPAID INVOICES Input Dates: 12/6/2019 - 12/6/2019					Page: 2 Dec 10, 2019 11:48AM	
Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account	
MACQUEEN EQUIPMENT (139)								
P13065	Invoi	SWITCH #38	71.43	Open	Non	11/19	101-53330-225	
Total MACQUEEN EQUIPMENT (139):			71.43					
MARCO INC (3910)								
25961472	Invoi	MONTHLY COPIER LEASE-1493357-NOVEMBER 20	390.93	Open	Non	11/19	207-52120-207	
Total MARCO INC (3910):			390.93					
MARCO TECHNOLOGIES LLC (3100)								
7047773	Invoi	COPY CHARGES @ RETURN OF LEASED COPIER	36.97	Open	Non	11/19	207-52120-207	
Total MARCO TECHNOLOGIES LLC (3100):			36.97					
MENARDS - APPLETON EAST (319)								
72919	Invoi	EYE WASH STATION VALVE	6.49	Open	Non	11/19	101-53310-218	
Total MENARDS - APPLETON EAST (319):			6.49					
PEPSI-COLA (3493)								
53102963	Invoi	BEVERAGES	168.75	Open	Non	11/19	101-52200-211	
Total PEPSI-COLA (3493):			168.75					
REINDERS INC (1006)								
2680930	Invoi	IRRIGATION PARTS FOR VAN LIESHOUT	18.95	Open	Non	10/19	101-55200-218	
2680941	Invoi	IRRIGATION PARTS FOR VAN LIESHOUT	105.88	Open	Non	10/19	101-55200-218	
Total REINDERS INC (1006):			124.83					
SHORT ELLIOTT HENDRICKSON INC (3862)								
377473	Invoi	IMPROVEMENTS TO IMPLEMENT A QUIET ZONE	432.21	Open	Non	11/19	452-57331-261	
Total SHORT ELLIOTT HENDRICKSON INC (3862):			432.21					
STONERIDGE LITTLE CHUTE LLC (4903)								
21096191053	Invoi	SNOW PLOW MEETING ITEMS	16.33	Open	Non	11/19	101-53350-211	
23014920755	Invoi	SENIOR PROGRAM ITEMS	9.37	Open	Non	11/19	101-55300-218	
Total STONERIDGE LITTLE CHUTE LLC (4903):			25.70					
TIME WARNER CABLE (89)								
11/19 70590040100	Invoi	NOVEMBER/DECEMBER SERVICE	91.01	Open	Non	11/19	101-52200-208	
11/19 71391120150	Invoi	NOVEMBER/DECEMBER SERVICE	230.99	Open	Non	11/19	207-52120-203	
11/19 71406480150	Invoi	NOVEMBER/DECEMBER SERVICE	141.06	Open	Non	11/19	207-52120-203	
Total TIME WARNER CABLE (89):			463.06					
TRI CITY GLASS & DOOR (365)								
JC12785	Invoi	PARTIAL BILLING/FABRICATION OF ALUMINUM F	5,000.00	Open	Non	11/19	206-55110-221	
JC12785	Invoi	PARTIAL BILLING/FABRICATION OF ALUMINUM F	5,000.00	Open	Non	11/19	206-55110-306	
Total TRI CITY GLASS & DOOR (365):			10,000.00					
UNIFIRST CORPORATION (4403)								
8920297402	Invoi	SHIRT/SBANTS	451	Open	Non	11/19	101-53330-213	

VILLAGE OF LITTLE CHUTE

Invoice Register - PREPAID INVOICES

Input Dates: 12/6/2019 - 12/6/2019

Page: 3

Dec 10, 2019 11:48AM

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
0970297482	Invoi	LAUNDRY BAGS/WIPERS	15.50	Open	Non	11/19	101-53330-218
Total UNIFIRST CORPORATION (4403):			20.01				
US POSTMASTER (264)							
WINTER 2019	Invoi	WINTER 2019 NEWSLETTER	1,014.68	Open	Non	12/19	101-51960-227
Total US POSTMASTER (264):			1,014.68				
Grand Totals:			34,333.47				

Report GL Period Summary

Vendor number hash: 104318
 Vendor number hash - split: 112742
 Total number of invoices: 35
 Total number of transactions: 39

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	34,333.47	34,333.47
Grand Totals:	34,333.47	34,333.47

VILLAGE OF LITTLE CHUTE

Invoice Register - PREPAID INVOICES
Input Dates: 12/4/2019 - 12/4/2019

Page: 1

Dec 10, 2019 11:47AM

Report Criteria:

Vendor Vendor number = {} 1601

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
OUTAGAMIE COUNTY CLERK (1601)							
2019 DOG LICENS	Adju	2019 DOG LICENSES	1,040.75-	Open	Non	12/19	207-32170
2019 DOG LICENS	Adju	2019 DOG LICENSES	1,107.75-	Open	Non	12/19	207-32170
2019 DOG LICENS	Invoi	2019 DOG LICENSES	1,100.00	Open	Non	12/19	207-32170
Total OUTAGAMIE COUNTY CLERK (1601):							
Grand Totals:							
1,048.50-							

Report GL Period Summary

Vendor number hash:	4803
Vendor number hash - split:	4803
Total number of invoices:	3
Total number of transactions:	3

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	1,048.50-	1,048.50-
Grand Totals:	1,048.50-	1,048.50-

LCFD Incident Report
November 2019
Number of responses: 7
Last years: 15
YTD: 190 (48)

- 11/06/2019 11:34 920 E. Lincoln Avenue Assist with extrication of a person whose leg fell through the ceiling, person was in attic and missed the ceiling joist.
#19LC00177**
- 11/09/2019 15:38 CO alarm sounding @ 915/917 Rosehill Road, investigated found no readings, left temporary detectors at both locations.
#19LC00178**
- 11/16/2019 16:15 Animal ice rescue @ 1621 W. Main Street, dog in the river, LCFD deployed ice/water rescue team with boat, requested Kimberly Fire Dept. to assist from Sunset Park
#19LC00179**
- 11/19/2019 18:54 Natural gas leak @ Dutch Harbor Estates 1420 Washington Street, lot #43, found gas main leaking at two points, while on scene located a second leak at another trailer, WE Energies assisted
#19LC00180**
- 11/20/2019 19:57 Gas odor and meter reading gas @ Heartland Label 1700 Stephen Street, investigated with meter found nothing, standby until WE Energies arrived to investigate
#19LC00181**

- 11/22/2019 20:01 Alarm sounding @ 628 Grand Avenue, investigated found accidental activation of alarm system
#19LC00182**
- 11/23/2019 19:32 Vegetation fire on I-41 southbound, investigated with Fox Valley Metro PD, nothing found
#19LC00183**

VILLAGE OF LITTLE CHUTE MONTHLY REPORT – NOVEMBER 2019



Little Chute

ESTABLISHED 1848

November 2019

Village Administrator Report to the Board of Trustees

Submitted to the Village Board of Trustees and the residents of Little Chute is a report of the various departments of the Village. The information contained herein is intended to keep the Board and public apprised of their government at work.

VILLAGE OF LITTLE CHUTE MONTHLY REPORT – NOVEMBER 2019

The information in this report is meant to provide a snapshot of Village operations for the month preceding. The goal is to provide statistics and measures that can be analyzed and viewed over time. These reports will be reported to the Board on a monthly basis. The reports will be added to the official files of the Village of Little Chute and be published on the Village's website at www.littlechutewi.org.

As we continue this effort, the style and metrics will be fine-tuned to better capture operational aspects that will serve staff, the board and public with a more robust understanding of operations. Ultimately, this information can be used to assist in policy and fiscal decisions on the future of Village operations.

Department Overview

The report will track monthly activities for the following:

- Village Administrator
- Clerk
- Community Development
- Finance Department
- Fox Valley Metro Police Department
- Kimberly/Little Chute Library
- Parks, Recreation and Forestry Department
- Department of Public Works
- Engineering Department

Questions or Comments

Should you have questions or comments with the information contained herein, please contact the Village Administrator:

James P. Fenlon
Village Administrator
108 W. Main Street
Little Chute, WI 54140
920-423-3850
james@littlechutewi.org

Village Administrator

HIGHLIGHTS

- The Board of Trustees worked on the following items in the month of November:
 - Held a public hearing to amend and add to the zoning code to create additional opportunities in the community.
 - Authorized refinancing of two separate debt issues. The refinancing took place in late November with savings for the Village of Little Chute – more info available in the Finance report below.
 - Adopted ordinance changes with regards to leaf collection.
 - On November 13, the Board held the public meeting for budget adoption. The budget was adopted unanimously.
 - The Board discussed and changed the speeds on Buchanan, Hickory and Evergreen Drive.
 - The Board approved the 2020 meeting calendar.
 - The Board approved the 2020 facilities contract.
- Continued to work with staff on an effective resolution to a billing issue with Outagamie County Landfill and met with County officials regarding the billing issue.
- Continued to work with the Village of Kimberly on the Joint Library and an effort to separate the department.
- Continued discussions and negotiations for the FVMPD Professional Police Association successor agreement.
- Village officials and staff met with the US Census Bureau for preparation of the census.
- Staff worked and met with FEMA officials regarding the 2019 summer storm.
- The Fox Cities Champion Center held a ribbon cutting on November 20th.

TOP PRIORITIES FOR DECEMBER

- Continue to work with the Village of Kimberly and the Board of Trustees on the future planning for the Joint Library.
- Continue to work with and meet with the FVMPD Professional Police Association.
- Continue to work with staff and developers on a number of promising projects for 2020.
- Conduct phone interviews and analysis regarding the Community Development Director position.
- Host an all hands staff meeting regarding organizational efforts.
- Finalize all team members' reviews and finalize reviews of Department Heads for 2019.
- The Board will discuss and take action on the Community Support Officer positions at FVMPD, the Village's Forestry Manual, 2020 MCO (Water) Contract, various budget amendments, and various Plan Commission resolutions related to CSMs and plat

Clerk

HIGHLIGHTS

November was another busy month in the Clerk's office. In preparation for the 2020 election we attended the 2020 Presidential Election Academy Training in Green Bay and continue webinar training. We are putting the final touches on the Winter newsletter to be mailed to all residents and plan to do newsletters quarterly in 2020.

For the month of November, the Clerk's office completed our goals of:

- Shared data from social media sites
- Agendas/Minutes for meetings (Regular Board, Special Meeting, Plan, Utility, Design Review)
- Continued maintenance of the Village Website and social media outlets
- Ongoing phone/supply ordering support
- Civic Center/Village Hall rentals
- Processing WEC Mover Voters
- Recording CSM's
- Attend the 2020 Presidential Election Academy (Laurie and Amber)
- Winter Newsletter information gathering and editing

Goals for December:

- Agendas/Minutes for meetings
- Publish Winter newsletter
- Share data from social media sites
- Maintenance of the Village Website and social media outlets
- Ongoing phone/supply ordering support
- Civic Center/Village Hall rentals
- Organize and plan for Employee Anniversary Party (Dec) and Holiday Luncheon

CLERK'S OFFICE DATA FOR NOVEMBER

Village of Little Chute Website and Social Media Metrics - November 2019

	This Month	This Month Last Year	% Change	Year to Date	Last Year to Date	% Change
Website Visits	11,078	8,522	29.99%	37,172	67,280	-44.75%
Website Page Views	11,712	11,950	-1.99%	164,926	93,694	76.03%
Facebook Likes	3,752	3,110	20.64%	3,752	3,110	20.64%
Facebook Reach	52,341	49,362	6.04%	208,837	240,164	-13.04%
Village Hall Blog View	706	774	-8.79%	2,383	2,315	2.94%
Instagram Followers	534	419	27.45%	534	419	27.45%
Twitter Followers	391	317	23.34%	391	317	23.34%
Twitter Impressions	771	1,494	-48.39%	2,266	16,771	-86.49%

Community Development

HIGHLIGHTS

- Met with Commercial Developers regarding sites and TIF in village.
- Continued Inspections of homes, apartments and commercial projects.
- Attended DOR mandatory assessment meeting.
- Discussions with architects regarding new projects.
- Met with team at East Central regarding state required housing report.
- County Landfill discussion.

TOP PRIORITIES FOR DECEMBER

- Meet with builders and owners about upcoming commercial projects.
- Meet with Engineers regarding Commercial/Industrial projects.
- Finalize the state required housing and fee reports.
- Continued Inspections of homes, apartments, industrial and commercial projects.
- Assist developers, surveyors, and realtors with zoning requirements.

COMMUNITY DEVELOPMENT NOVEMBER DATA

Community Development Department 2019 Permit Data			
	November-19	2019 Totals	2018 TOTALS
Permits Issued	43	618	622
Property Complaints	2	30	61
Property/Field Inspections	86	845	929
Action Corrected	2	12	44
Ongoing	6	31	16

Community Development Department 2019 Permit Data			
	November-19	2019 Totals	2018 TOTALS
Permits Issued	86	668	622
Permit Fees	\$4,952	\$103,897	\$257,754
Permit Value	\$798,261	\$34,384,904	\$47,343,017

Finance Department

HIGHLIGHTS

- 2020 Budget was adopted on November 13th.
- Signed off on Approving Certificate for Refunding resulting in a final interest rate of 1.83% (.25% lower than anticipated) resulting in a gross debt service savings of \$224,960! (\$38,757 more than original projection). Hitting the market place the week of Thanksgiving beating the large slate of offerings expected the first week in December worked to the Village's advantage.
- Calculated tax rates and provided information to Outagamie County by November 25th. Getting bills out as early as possible is a service to our residents, helps to minimize overtime during tax collections by spreading collections out over a greater amount of time while providing better balance of life to our staff plus allows greater interest earning potential on collected funds.
- 4,031 utility bills created, 75 service orders (Final Reads, High/Low Reads, Meter Installations) created/coordinated with MCO and 212 Landlord notices mailed for tenant delinquency notification
- 793 ratepayers opted out of postcard billing, 1,372 ratepayers utilized PSN and 674 ACH for payments in November.

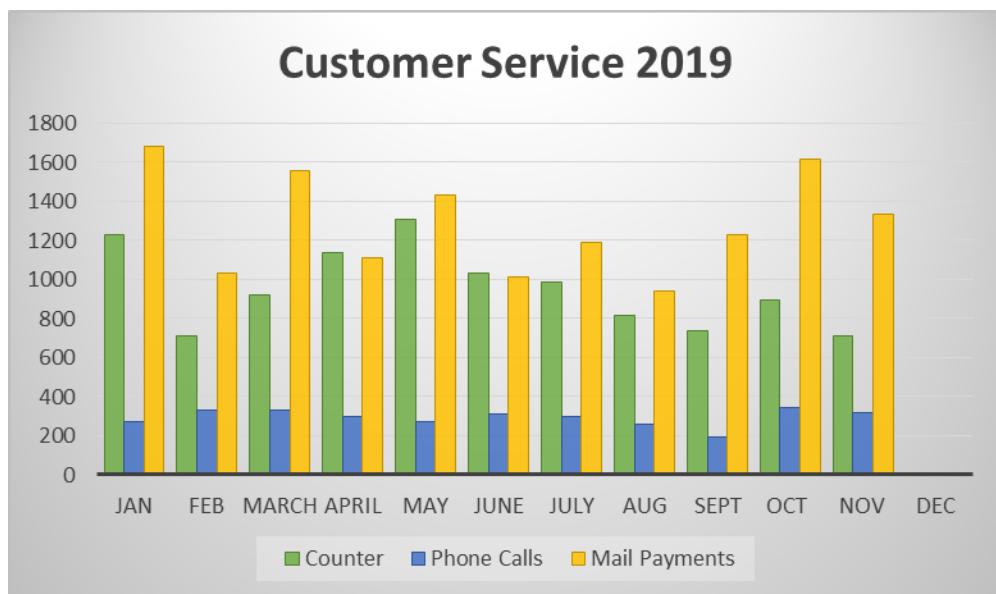
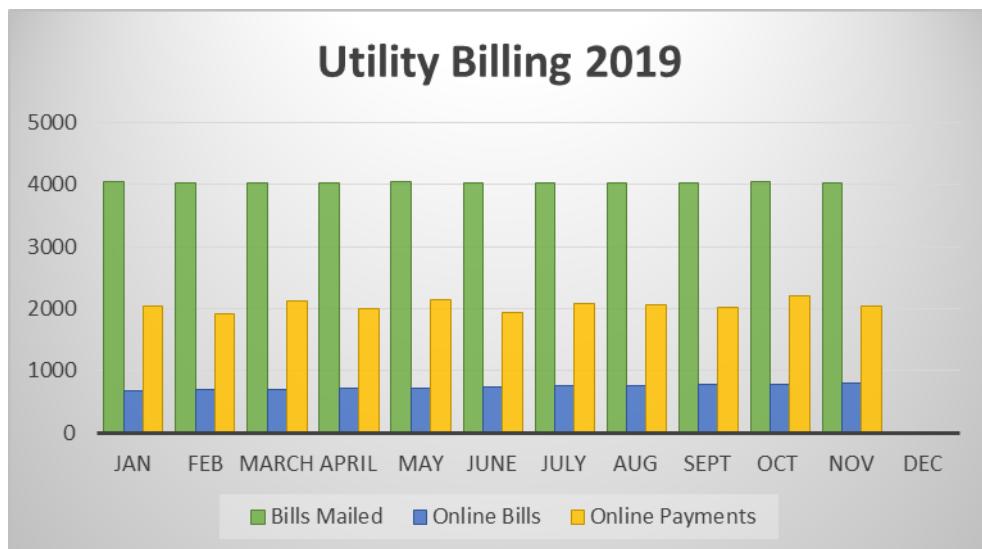
TOP PRIORITIES FOR DECEMBER

- File Statement of Taxes, Tax Increment Worksheet and Tax Levy Limit Worksheet with State of Wisconsin by statutory deadline of December 16th
- Consolidate five separate investment accounts into one overall account to achieve: Greater flexibility to earn the highest interest rates at or above our investment quality standards, maximize our resident's security, reduce administration.
- Preliminary 2019 audit work

CONTINUOUS IMPROVEMENT EFFORTS

- Implemented positive pay for improved banking security. Staff is cross trained on procedures. Set up of Reich and Tang Transfer to reduce custodial risk and increase interest earnings.
- Streamlined nightly deposit for tax collection resulting in better customer service for customer as will not need to issue separate checks if paying for multiple services.
- Procedures clarified for uploading special assessments and charges to Outagamie County: Documenting the process, making updates to comply with regulations and meeting established deadlines that allowed the Village to get tax bills out as early as possible.

NOVEMBER DATA





Fox Valley Metro Police Department

HIGHLIGHTS

- Our three new officers start with us on Monday, December 16th.
- To date, we have received over a dozen applications for the new Community Service Officer positions. As of now, we are accepting applications through January 10th.
- The department has received over \$3,000.00 in various gift cards from the Police Lights of Christmas program to give to the needy in our community. We have also received about 30 care bags to handout.
- Officer Sam Gueli is our newest Field Training Officer (FTO). Officer Gueli attended a week-long school to prepare him to train one of our new officers. The field training process is a 12-week training period in which the FTO works with the new officer and trains them so that they can go out on patrol by themselves.
- The FVMPD Honor Guard led the Christmas Parade on December 2nd.

Village of Little Chute Kiwanis Christmas Parade

TOP PRIORITIES

- Train the three new officers
- Community Service Officer (CSO) recruitment
- Labor Agreement



FVMPD NOVEMBER DATA - Below is a table showing a three-month comparison of calls for service and incidents in Little Chute.



FOX VALLEY METRO POLICE DEPARTMENT

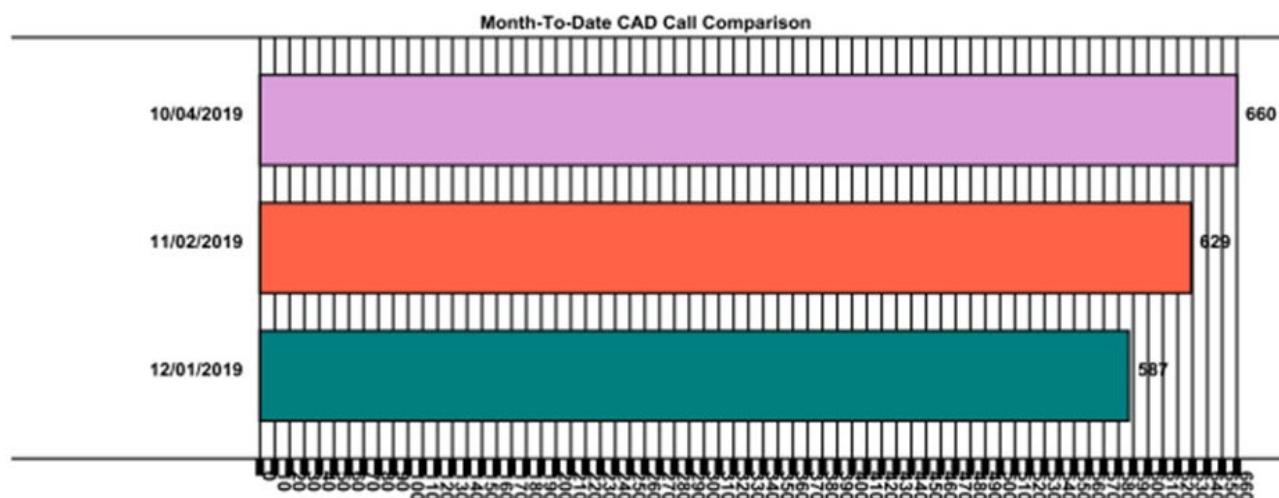
Month-to-Date CAD Call Detail

Month-To-Date CAD Received Calls

Call Nature	11/03/2019	10/05/2019	1 mo %	09/06/2019	2 mo %
	to 12/01/2019:	to 11/02/2019:	change:	to 10/04/2019:	change:
911 Hangup	0	0	N/A	1	-100.0%
911 Misdial	0	1	-100.0%	0	N/A
Abandoned Vehicle	52	62	-16.1%	44	18.2%
Accident in a Parking Lot	10	5	100.0%	3	233.3%
Accident with Extrication	2	4	-50.0%	2	0.0%
Accident with Scene Safety	1	0	N/A	0	N/A
Alcohol Violations	0	0	N/A	3	-100.0%
Allergies D-David Response	1	1	0.0%	1	0.0%
Animal Bite	1	0	N/A	1	0.0%
Animal Call	2	5	-60.0%	26	-46.2%
Assist Citizen or Agency	14	17	-17.6%	43	-11.6%
Back Problem A-Adam Response	38	37	2.7%	0	N/A
Bicycle Stop	0	1	-100.0%	0	N/A
Bleeding D-David Response	1	0	N/A	3	-100.0%
Breathing Problem C-Charles	2	0	N/A	1	100.0%
Breathing Problem D-David	2	4	-50.0%	2	0.0%
Burglary	1	0	N/A	2	-50.0%
Business Check	6	0	N/A	2	200.0%
Carbon Monoxide Alarm	1	1	0.0%	0	N/A
Chest Complaint C-Charles	1	0	N/A	1	0.0%
Chest Complaint D-David	2	1	100.0%	4	-50.0%
Civil Matter Assist	0	0	N/A	1	-100.0%
Civil Process	2	10	-80.0%	4	-50.0%
Crime Prevention	96	96	0.0%	98	-2.0%
Damage to Property	4	2	100.0%	4	0.0%
Diabetic Issue C-Charles	1	0	N/A	0	N/A
Diabetic Issue D-David	1	0	N/A	0	N/A
Disturbance	6	18	-66.7%	18	-66.7%
Disturbance with a Weapon	0	0	N/A	1	-100.0%
Domestic Disturbance	4	4	0.0%	3	33.3%

Domestic Disturbance w/Weapon	0	0	N/A	2	-100.0%
Drug Complaint	2	2	0.0%	3	-33.3%
Fainting A-Adam	0	1	-100.0%	0	N/A
Falls A-Adam Response	1	1	0.0%	3	-66.7%
Falls B-Boy Response	3	0	N/A	5	-40.0%
Falls D-David Response	1	0	N/A	1	0.0%
Fire Alarm Commercial	1	0	N/A	8	-87.5%
Fire Dept Public Relations	1	0	N/A	0	N/A
Fire Unauthorized Burning	0	1	-100.0%	2	-100.0%
Fire Vegetation or Grass	1	0	N/A	1	0.0%
Fire Vehicle Small	0	0	N/A	2	-100.0%
Follow Up	8	0	N/A	0	N/A
Fraud Complaint	3	5	-40.0%	3	0.0%
Graffiti Complaint	0	2	-100.0%	0	N/A
Harassment	2	9	-77.8%	5	-60.0%
Hazard in Roadway	12	9	33.3%	4	200.0%
Headache A-Adam Response	0	0	N/A	1	-100.0%
Heart Problem A-Adam	1	0	N/A	0	N/A
Heart Problem C-Charles	1	0	N/A	0	N/A
Heart Problem D-David	0	2	-100.0%	1	-100.0%
Jail GPS Checks	2	1	100.0%	0	N/A
Juvenile Complaint	0	4	-100.0%	4	-100.0%
Law Alarms - Burglary Panic	6	8	-25.0%	6	0.0%
Lost or Found Valuables	6	12	-50.0%	5	20.0%
Medical Assistance No Injury	0	4	-100.0%	4	-100.0%
Medical Pre-Alert	2	8	-75.0%	1	100.0%
Missing Person	0	2	-100.0%	1	-100.0%
Motorist Assist	19	14	35.7%	16	18.8%
Natural Gas or Propane Leak	2	2	0.0%	0	N/A
Noise Complaint	5	5	0.0%	2	150.0%
Ordinance Violation	6	8	-25.0%	9	-33.3%
Overdose C-Charles	1	0	N/A	0	N/A
PNB B-Boy Response	0	0	N/A	1	-100.0%
PNB E-Edward Response	2	0	N/A	1	100.0%
Parking Enforcement	6	14	-57.1%	13	-53.8%
Reckless Driving Complaint	20	20	0.0%	25	-20.0%
Residence Lockout	0	0	N/A	2	-100.0%
Retail Theft	2	0	N/A	1	100.0%
Runaway Juvenile	0	3	-100.0%	3	-100.0%
Seizure A-Adam Response	0	0	N/A	1	-100.0%
Seizure C-Charles Response	0	0	N/A	1	-100.0%

Seizure D-David Response	0	0	N/A	1	-100.0%
Sex Offense	0	1	-100.0%	1	-100.0%
Sick A-Adam	2	2	0.0%	2	0.0%
Sick C-Charles	3	1	200.0%	1	200.0%
Sick D-David	0	1	-100.0%	0	N/A
Spill Cleanup	0	0	N/A	1	-100.0%
Stroke C-Charles	1	0	N/A	1	0.0%
Suspicious Incident	12	8	50.0%	19	-36.8%
Suspicious Person	3	6	-50.0%	5	-40.0%
Suspicious Vehicle	13	16	-18.8%	12	8.3%
Theft Complaint	12	7	71.4%	7	71.4%
Theft of Automobile Complaint	0	2	-100.0%	1	-100.0%
Traffic Enforcement	4	15	-73.3%	12	-66.7%
Traffic Stop	95	94	1.1%	121	-21.5%
Transport Accident B-Boy	0	1	-100.0%	1	-100.0%
Transport Accident D-David	0	0	N/A	1	-100.0%
Traumatic Injuries A-Adam	1	1	0.0%	0	N/A
Traumatic Injuries B-Boy	0	1	-100.0%	0	N/A
Trespassing	2	1	100.0%	2	0.0%
Unconscious D-David	1	4	-75.0%	0	N/A
Unlocked or Standing Open Door	9	6	50.0%	14	-35.7%
Vehicle Accident	28	23	21.7%	19	47.4%
Vehicle Lockout	2	9	-77.8%	8	-75.0%
Violation of Court Order	1	0	N/A	0	N/A
Wanted Person or Apprehension	0	1	-100.0%	0	N/A
Weapon Violation	1	0	N/A	0	N/A
Welfare Check	28	21	33.3%	25	12.0%
Wire Down	2	2	0.0%	0	N/A



Kimberly/Little Chute Joint Public Library

HIGHLIGHTS

- In 2020 we began work with DVR, Division of Vocational Rehabilitation and providing Temporary Work Experiences to individuals with disabilities to gain work experience to enter or re-enter the workforce. To date we have benefited from 340 hours of additional support from these individuals. Each case is different but work experiences typically last for six weeks with individuals working from 9 hours to 20 hours a week.
- AAC Committee approvals/changes
 - implementing CARLx and Bibliocommons for ILS and Catalog implementation in the summer of 2020.
 - switching to Phenol Free receipt paper
 - two databases that we considered for non-renewal included Transparent Languages and MyHeritage. The consensus decision was to eliminate Transparent Languages since there are many free alternatives. Bradley Ships(OWLS Director) noted that although library users were not utilizing these resources, conversation clubs in the library were growing in popularity.
 - MyHeritage allowed users to access genealogical information from home. Previously we had Ancestry Library edition that allowed users to access information in the library. The committee decided to return to Ancestry Library edition.
 - we also discussed the changing landscape of internet and email security. It was determined that libraries as a trusted entity can provide some awareness and training regarding trends and some tools to help people combat nefarious actions. Scams are more frequent & elaborate.

TOP PRIORITIES FOR DECEMBER

- Hiring and training staff for open positions
- Periodical renewals
- Program reviews, Winter reading program planning

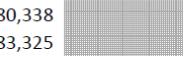
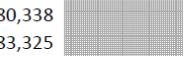
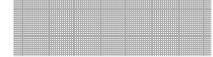
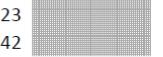
UPCOMING EVENTS

- Holiday Craft: Holiday Houses, Monday, December 02, 2019, Little Chute Public Library - 10:00 AM - 11:00 AM, 11:30 AM - 12:30 PM, 1:00 PM - 2:00 PM, 2:30 PM - 3:30 PM, 4:00 PM - 5:00 PM, 5:30 PM - 6:30 PM, 7:00 PM - 8:00 PM - It's back! Make a holiday house with graham crackers, frosting and candy! Think gingerbread house, minus the gingerbread. This FREE event will be done in hour sessions in which registration is encouraged as those registered will get priority seating.
- Holiday Wreath Making, Tuesday, December 03, 2019, 5:30 PM - 7:00 PM, Kimberly Public Library - Registration and a \$20 supply charge is required. General registration open at 8 AM on November 22nd. Make a fresh holiday wreath with real branches from scratch. Supplies provided but if you have a certain design in mind, please bring decorations for your wreath. Brought to you by the Outagamie County Master Gardeners.
- Elvis John Christmas Show, Thursday, December 05, 2019, 6:00 PM - 7:30 PM, Kimberly Public Library - Ring in the holiday season with Elvis John! Our local Elvis tribute artist returns to perform both holiday classics and favorite Elvis hits. This is a free concert brought to you by FOLKS.
- Holiday Wreath Making, Saturday, December 07, 2019, 8:30 AM - 10:00 AM, Kimberly Public Library - Registration and a \$20 supply charge is required. General registration open at 8 AM on November 22nd. Make a fresh holiday wreath with real branches from scratch. Supplies provided but if you have a certain design in mind, please bring decorations for your wreath. Brought to you by the Outagamie County Master Gardeners.

- Galaxy Con, Saturday, December 07, 2019, 9:00 AM - 1:00 PM, Little Chute Public Library - A free, family-friendly convention. Drop in and enjoy all kinds of themed crafts, activities, and vendors. Costumes are encouraged.
- Classic Movie Monday: Roman Holiday, Monday, December 09, 2019, 1:00 PM - 3:00 PM, Little Chute Public Library - Enjoy a free afternoon at the movies each month for a favorite classic film! December's movie is Roman Holiday. Refreshments will be provided. Brought to you in partnership with Little Chute Park & Rec.
- Page Turners Book Club, Monday, December 09, 2019, 4:00 PM - 4:30 PM, Kimberly Public Library - Page Turners is a new book club for third and fourth graders that meets at the Kimberly Library on the second Monday of every month during the school year. Join anytime! We will have discussions and other fun activities related to each month's book. December's book is *The Best Christmas Pageant Ever* by Barbara Robinson. The six Herdman siblings, called "the worst kids in the history of the world," take over the annual Christmas pageant in this funny and heartwarming tale. Stop by the desk at the Kimberly Library to pick up a copy starting November 11.
- Make and Take: Ornaments, Tuesday, December 10, 2019, 10:00 AM - 12:00 PM, 5:30 PM - 7:30 PM - Kimberly Public Library - Join us for free holiday crafts! At this event, come and decorate an ornament. Great for gifts or to spruce up your home!
- Chapter Chat, Tuesday, December 10, 2019, 4:00 PM - 4:30 PM, Kimberly Public Library - Chapter Chat is a book club for 5th and 6th graders that meets at the Kimberly Library on the second Tuesday of every month during the school year. Join anytime! We will discuss that month's book and have other fun activities related to it. December's book is *Real Friends* by Shannon Hale and LeUyen Pham. A realistic fiction graphic novel about a girl who overcomes many obstacles to find out who her true friends are. Stop by the desk at the Kimberly Library to pick up a copy now!
- Words with Willow: Read to a Cat, Tuesday, December 10, 2019, 4:00 PM - 5:30 PM, Kimberly Public Library - Kids in grades 1-5 are invited to register for a fifteen-minute session to read to Willow - a meow-velous therapy cat. Space is limited. Please call the Kimberly Library at 920-788-7515 to register and guarantee a spot. Walk-ins will be accommodated if space allows.
- The Afternoon Book Club, Thursday, December 12, 2019, 1:00 PM - 2:30 PM, Kimberly Public Library - Join The Afternoon Book Club on the second Thursday of each month at 1:00 pm at the Kimberly Public Library to discuss a variety of fiction and non-fiction selections. All are welcome! If you need a copy of the book, visit the front desk at either library location or place the title on hold at infosoup.org to get a copy before the discussion.
- Pajama Story Time: Stories with Santa, Monday, December 16, 2019, 6:15 PM - 7:00 PM, Little Chute Public Library - Wear your jammies to the library and enjoy Christmas stories with Santa and a craft. All ages welcome.
- Evening Book Club, Monday, December 16, 2019, 6:30 PM - 8:00 PM, Little Chute Public Library - The Evening Book Club meets on the third Monday of each month. All are welcome! If you need a copy of the book, visit the front desk at either library location or place the title on hold at infosoup.org to get a copy before the discussion.
- Midweek Matinee: Downton Abbey, Wednesday, December 18, 2019, 1:00 PM - 3:00 PM, Kimberly Public Library - Join us for a relaxing afternoon at the movies! Our December movie is Downton Abbey. Popcorn and soda/water will be provided. Brought to you in partnership with the Kimberly Senior Citizens.
- 4th Monday Craft, Monday, December 23, 2019, 10:00 AM - 12:00 PM, 5:30 PM - 7:30 PM, Little Chute Public Library - Join us on the fourth Monday of the month for a fun, free craft! Stop back later to learn what this month's craft will be. Most crafts will be for all ages.
- Family Movie: Abominable, Friday, December 27, 2019, 10:00 AM - 11:30 AM, Little Chute Public Library - After discovering a Yeti on the roof of her apartment building, teenage Yi and her two friends embark on an epic quest to reunite the magical creature with his family. But to do so, they must stay one step ahead of a wealthy financier and a determined zoologist who want to capture the beast for their own gain. Rated PG.
- Step - by - Step Canvas Painting, Friday, December 27, 2019, 10:00 AM - 12:00 PM, Kimberly Public Library - Program open to participants ages 8+ Program Fee: \$25 includes all supplies and instruction, Advance registration is required to ensure adequate program supplies. Please register by December 18th, 2019, Register online: <https://kimberly.recdesk.com/Community/Program>
- Lego Free Play, Monday, December 30, 2019, 9:30 AM - 11:30 AM, Little Chute Public Library - Drop in for creative building fun with Legos. Magna Tiles, and blocks.
- How to Create Rock Mandalas, Tuesday, December 31, 2019, 10:00 AM - 12:00 PM, Kimberly Public Library - Ring in the new year creatively! Join our instructor to learn how to create beautiful rock mandalas. All supplies and instruction included for a fun New Year's Eve morning! Program open to participants ages 8+...

- Noon Year's Eve Celebration, Tuesday, December 31, 2019, 11:00 AM - 12:15 PM, Kimberly Public Library - Ring in the New Year - and a new decade - at the Kimberly Library! Activities include a story, making New Year's hats, and dancing. Fun for families with preschool-elementary-aged kids.

MONTHLY STATISTICS REPORT - KIMBERLY-LITTLE CHUTE PUBLIC LIBRARY - NOVEMBER 2019

Category		Current	Current		YTD	Previous	Year
		Month	Month	Combined			
Circulation		11,184	9,139	20,323	257,860	19,975	2%
Self Check (Included above)			3,105				
		0%	34%				
Collections	Title count	39,857	40,481	80,338		79035	2%
	Item count	41,505	41,820	83,325		82337	1%
Computer Use		494	392	886	9,791		
Wireless	Distinct clients	494	470	964	7,542	968	0%
Minutes per session	Daily average	33	37				
Interlibrary Loan	Items borrowed	3,357	2,106	5,463	59,624	5877	-7%
	Items loaned	2,216	2,602	4,818	54,641	5748	-16%
Overdrive Usage (Previous mo eBook uses		656	567	1,223	10,726	1,144	7%
Overdrive Usage (Previous mo Audiobook uses		577	374	951	7,497	692	37%
RB Digital Magazines		25	74	99	712	159	-38%
RB Digital Audio		37	12	49	415	No Data	
Patron Visits		4,798	4,019	8,817	94,279	9,034	-2%
Programming	Children	5	7	12	150		
	Community (all ages)	8	8	16	150		
Program Attendance	Children	357	244	601	9,462		
	Community (all ages)	70	71	141	2,207		
Web Site Hits	Page Views			7,128	57,179	6,802	5%
Social Media	Facebook fans			2,028			
	Pinterest followers			177			
	Twitter followers			123			
	Instagram Followers			342			
Hoopla		September	October	November	December	January	February
	Audiobook	158	168	215	40	86	95
	Comics	14	18	11	4	22	9
	Ebook	52	52	83	43	66	40
	Movie	15	24	26	23	32	22
	Music	13	15	8	16	19	16
	Television	10	11	20	1	17	16
		651.73	690.07	778.06	265.48	510.93	440.92
		2.49/circ	2.40/circ	2.14/circ	2.09/circ	2.11/circ	2.23/circ
		March	April	May	June	July	Aug
	Audiobook	111	105	101	127	127	136
	Comics	8	8	15	11	13	11
	Ebook	48	57	59	41	50	46
	Movie	34	23	16	27	22	29
	Music	24	33	20	18	26	24
	Television	8	14	15	20	13	18
		523.17	496.55	471.94	556.81	573.14	624.56
		2.25/circ	2.07/circ	2.09/circ	2.28/circ	2.28/circ	2.37/circ

Parks, Recreation and Forestry Department

HIGHLIGHTS

- Completed the evaluation and edits to the Village Forestry manual
- Completed the park maintenance manual that will be utilized as a resource to create standards for the maintenance of our park system
- Attended the ribbon cutting for the Fox Cities Champion Centers in Grand Chute.
- Submitted numerous documents to FEMA for the July 20 storm
- Attended Wisconsin Park & Rec Association state conference in Wisconsin Dells 11/6 to 11/8
- Deer culling work – permits to approved hunters, listing of hunters and rules to FVMPD, placed park closed ads in paper, Facebook post regarding park closed for culling, no trespassing and park closed signage for crew to post in park
- Chute-ing Stars Competitive Dance Team (5th thru 8th graders) competed in two dance invites. On 11/2 they competed in Franklin and placed 1st in Pom, 1st in Kick, and 3rd in Jazz; their kick routine also earned them a spot in the middle school showdown – and they ended the day by winning the showdown. On 11/9 they competed in Oak Creek and placed 1st in Pom, 1st in Kick, and 1st in Jazz



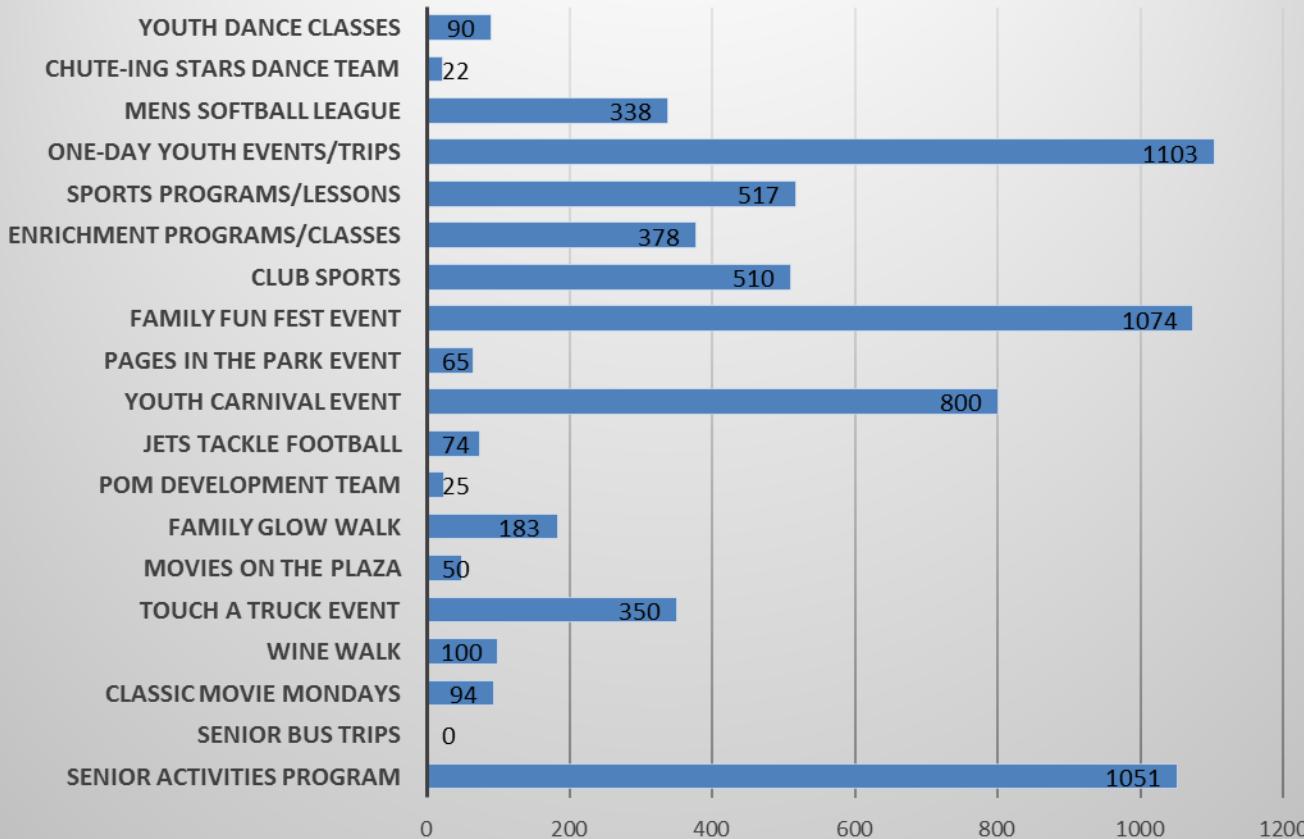
TOP PRIORITIES FOR DECEMBER

- Meet with FEMA and continue the process of submitting paperwork for the July 20 Storm event
- Work with GRAEF and the City of Kaukauna on the Fox River Boardwalk permitting and final design work. Receive 60% completed plans.
- Evaluate special event permits
- Prepare RFPs for 2020 projects
- Implement GIS on tablets within the field for our 2019-2020 tree trimming operations
- Execute the 2019 Deer Culling at Heesakker Park
- Chute-ing Stars Competitive Dance Team (5th thru 8th graders) to perform at dance invite in Ashwaubenon 12/7 and in Little Chute Holiday Invitational 12/14
- Pom Development Team (4th thru 6th graders) to perform as elementary school level team during the Little Chute High School Holiday Dance Invite 12/14
- Tree City USA application submittal online – spreadsheet detailing 2019 expenses, work plan, signed proclamation, arbor day event pictures, paid invoices, budget, etc.
- Prep work for winter dance registration – interview new potential instructors, create classes in RecDesk, promote registration which begins mid-January
- Beginning work on planning for 2020 spring & summer programs
- Final planning for Home Alone / Sitter Course – materials to all students, class list to instructor, room setup and keys, check-in

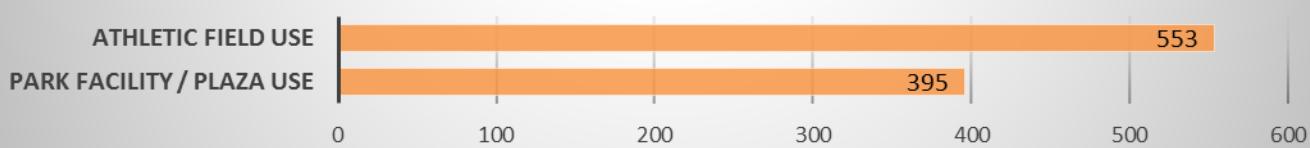


NOVEMBER DATA

2019 Year-To-Date PROGRAM PARTICIPATION



2019 Year-To-Date SHELTER/FACILITY/FIELD USAGE



2019 TO-DATE POOL PARTICIPATION COUNTS



Department of Public Works

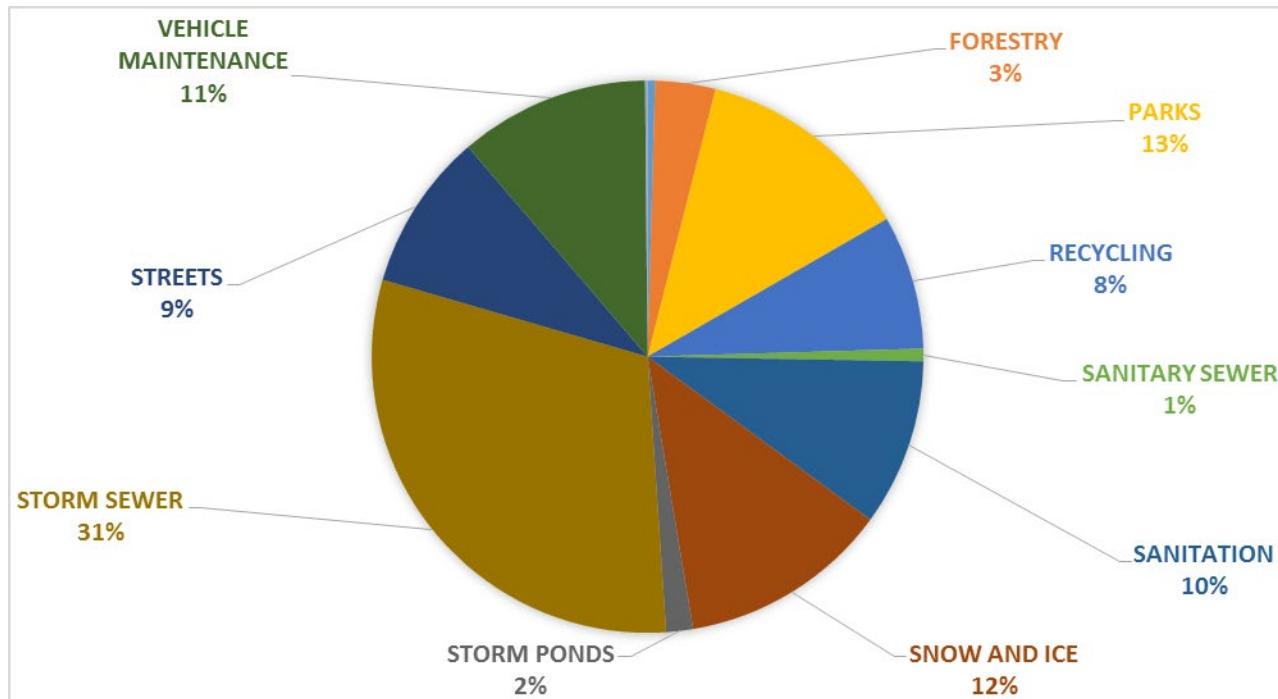
HIGHLIGHTS

- Held joint snowplow meeting with Metro on November 19th at the Municipal Services Building to discuss snowplow operations and safety. Prepared for Winter 2019-2020 operations.
- Monitored all erosion control and storm water permits.
- Worked with the Public Service Commission of Wisconsin regarding supplying water to the City of Appleton customers on Cherryvale Avenue.
- Worked with all Departments to update the Geographical Information System (GIS).
- Prepare for Spring 2020 follow-up meeting with WDNR regarding the Village MS4 permit.
- Installed a new submersible pump at the Industrial Pond storm lift.
- Village crew salted five times and plowed twice.

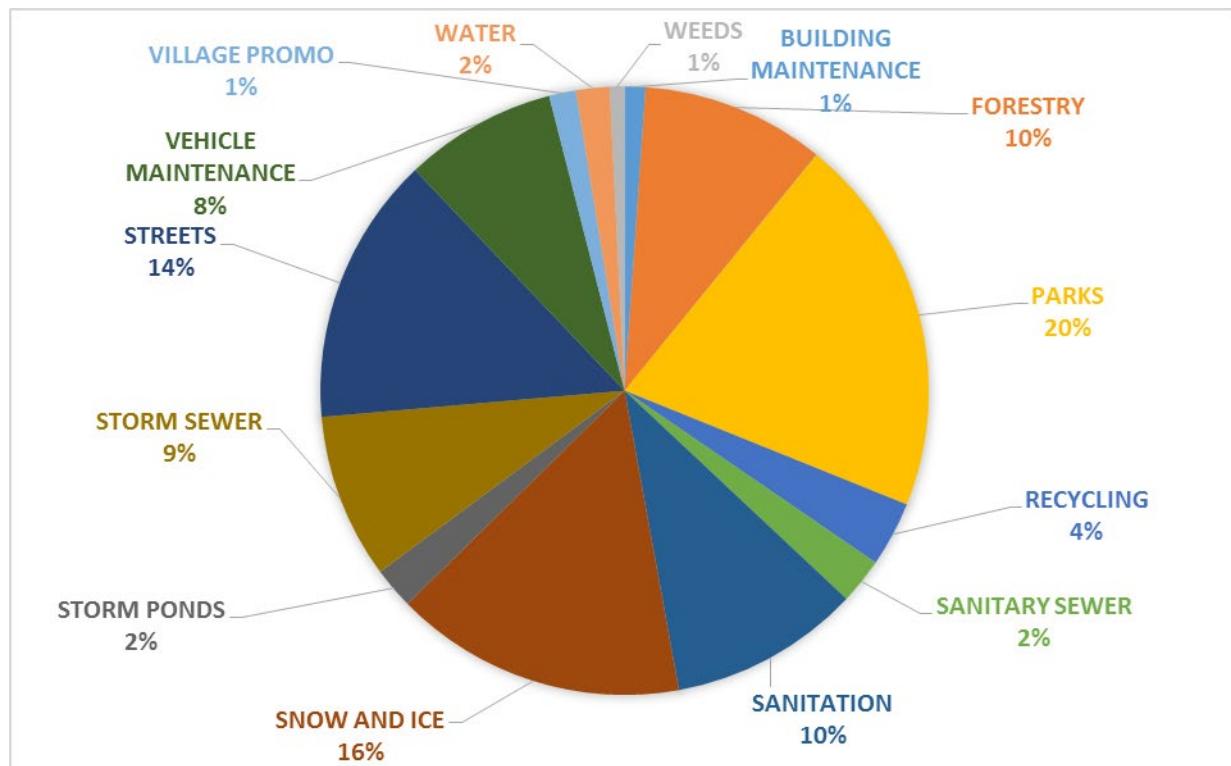
TOP PRIORITIES FOR DECEMBER

- Submit 2019 road surface PASER data to Department of Transportation Wisconsin Info System for Local Roads (WISLR) format.
- Continue to work with Outagamie County Landfill regarding leachate entering the sanitary collection system.
- Work with the Public Service Commission of Wisconsin regarding supplying water to the City of Appleton customers on Cherryvale Avenue.
- Continue to prepare for the Village storm water pond winter evaluation.
- Develop specifications for DPW projects, CIP and operations.
- Develop specifications for CIP Fleet purchases.
- Update preventive maintenance plans for sanitary and storm sewers.
- Update the Fleet Management Plan.
- Continue to work with all Departments to update the Geographical Information System (GIS).
- Continue to prepare for Spring 2020 follow-up meeting with WDNR regarding the Village MS4 permit.
- Monitor all erosion control and storm water permits.

November Department of Public Works & Parks Department Hours Worked (Includes Full & Part-time Hours)



Year to Date Department of Public Works & Parks Department Hours Worked (Includes Full & Part-time Hours)



Engineering Department

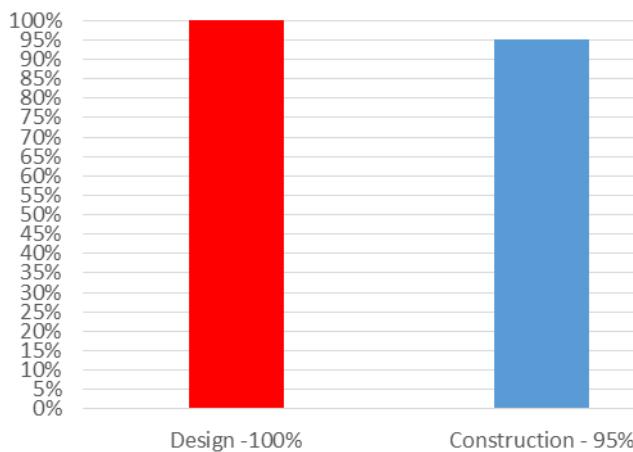
HIGHLIGHTS

- Quiet Zone Improvements – The Notice of Intent was provided by the Village Consultant and submitted for review by Village staff. Approval is anticipated within 1 month.
- Carol Lynn Drive (Wisconsin Ave. to Lincoln Ave.) – The plan set was provided to private utilities and Village Water Department for their review and comment.
- Homewood Court (Full Reconstruction) – These plans are currently at 70% complete and were submitted for comment to private utilities and the Village Water Department.
- Moasis Drive Water Main (CTH N to Buchanan St.) – This is a water main reconstruction project. The designs of these plans are currently in process and are approximately 60 percent complete.
- GIS Management – Information has been removed from the mPower Integrator site and is being installed in the ArcGIS system. Assistance for this work is being provided by Village Consultants.

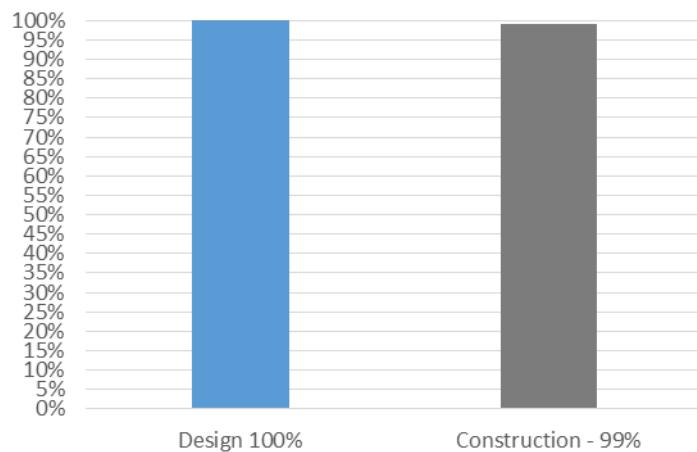
TOP PRIORITIES FOR DECEMBER 2019

- Carol Lynn Drive (Wisconsin Ave. to Lincoln Ave.) – This project is currently in value engineering stage to see if cost savings can be provided. This project is ready for presentation at informational meeting.
- Homewood Court (Full Reconstruction) – This project is currently in value engineering stage to see if cost savings can be provided. This project is ready for presentation at informational meeting.
- Moasis Drive Water Main (CTH N to Buchanan St.) – Design work continues to advance we anticipate to have plans at 80% complete by the end of the December.
- Vandenbroek Pond – Design work for this project is expected to be 60% complete by the end of December.
- GIS Management – Record (as-built) documents for 2019 construction are being entered into the ArcGIS system. This process will continue into January of 2020.
- Park Avenue Asphalt Pavement Reconstruction - Review final pay application when received by the contractor to determine the final asphalt pavement assessments for 2019.
- MS4 Manager Meeting, December 10, 2019 - Presentation to assist communities meet their MS4 permit requirements. Village staff was invited to participate in a panel discussion along with the WDNR. Program was initiated by the Northeast Wisconsin Stormwater Consortium (NEWSC).

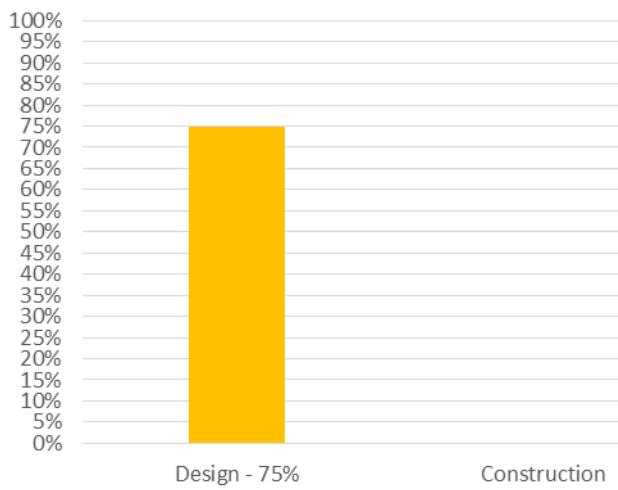
West Evergreen Drive



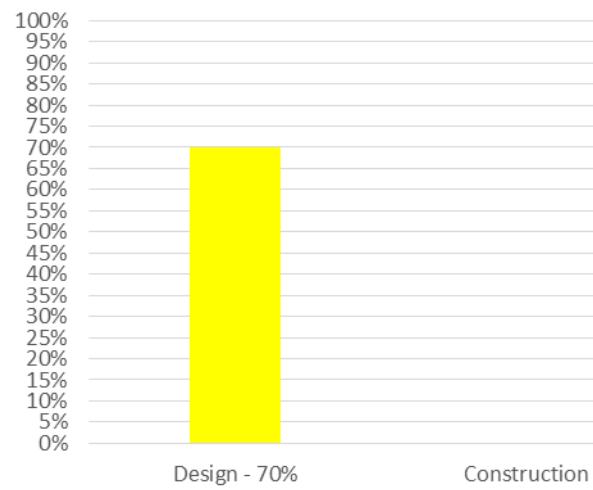
Park Avenue Asphalt Pavement



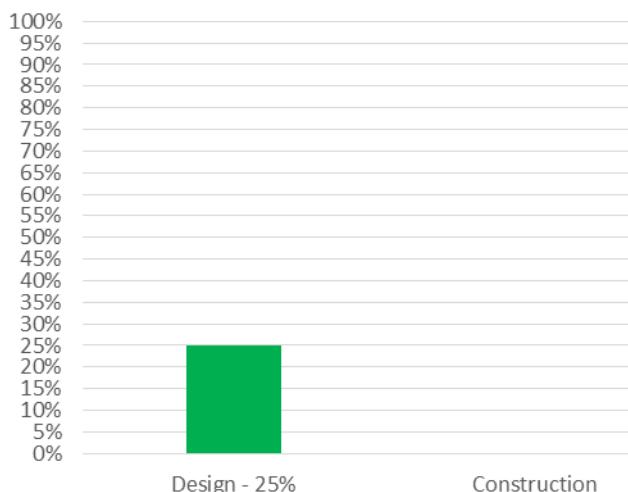
Carol Lynn Drive



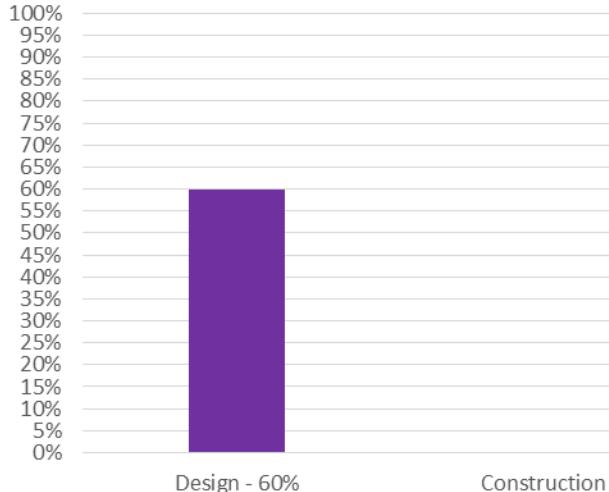
Homewood Court



Vandenbroek Pond



Moasis Drive Water Main



Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Financial Advisory Services

PREPARED BY: Lisa Remiker-DeWall, Finance Director

REPORT DATE: 11/26/19

ADMINISTRATOR'S REVIEW/COMMENTS:

No additional comments to this report: _____

See additional comments attached: _____

EXPLANATION: A comprehensive evaluation of current processes both internally and with our external providers is key to maintain the highest quality financial services for our growing community. As noted previously, we have embarked on a process to evaluate our consultant relationships to ensure we are receiving an appropriate and responsible level of fiscal management assistance.

Economically, pricing structures vary among financial advisory firms based on how they configure bundled services making it difficult to do a reasonable comparison without intuitive in-depth analysis. The Village just experienced a similar pricing structure scenario as we evaluated our banking services. Based on numerous years of experience, it is my evaluation that Ehlers our current provider is financially competitive with Baird; however, notable service level differentials exist. Markedly, the Baird Financial Team presented service expertise, timeliness and follow up on their own accord for our recent refunding success. Baird set the bar for reliable and timely service promoting a partnership that effectively monitors market opportunities while providing compliance resources for complex technical regulations the Village must legally meet.

The Village will benefit from expanding our current Capital Improvement Plan to include enhanced detailed future projections for our Tax Incremental Districts that play a critical role in our growth. As noted by Moody's, elevated debt and fixed cost burdens are credit challenges we face that can be offset by our growing tax base that will in turn moderate our debt burden. Formalizing policies with the appropriate levels of liquidity will encourage a healthy financial profile. To help minimize our risks on this journey, the Village must incorporate more planning tools to monitor and plan for responsible debt, tax and utility rate structures.

RECOMMENDATION: Recommend Baird Public Finance as our comprehensive financing partner to manage well into the future.

Village of Little Chute
REQUEST FOR WATER COMMISSION CONSIDERATION

ITEM DESCRIPTION: Recommendation of 2020 MCO Contract Proposal

PREPARED BY: James P. Fenlon, Administrator



REPORT DATE: December 12, 2019

ADMINISTRATOR'S REVIEW/COMMENTS: (See Below)

EXPLANATION: Attached is the contract renewal for MCO for 2020-2024. A few points worth highlighting:

1. This document was reviewed in November by the Utility Commission and Village Board.
2. The term is 5 years, but now includes a 5 year renewal by mutual agreement which could make it a 10 year total term if both parties agree. One beneficial feature for the Village of Little Chute is that the contract can still be terminated on 180 days on prior written notice with or without cause, so in essence it is a 6 month contract. To give us an exit clause like this is probably one of the most important features in the agreement.
3. In Section II, there are now 14 specific duties/services listed to be performed by MCO, of which 12, 13, and 14 are new. If any adjustments are necessary it would be fairly easy to amend by mutual agreement if the need arose during the term of the Agreement.
4. Section III "OWNER FUNCTIONS" gives the Village total policy and administrative control over the water system decision making processes. MCO is "operating" the water system on behalf of the Village by providing its labor and expertise as an independent contractor. Again, these are all beneficial features for the Village.
5. Section IV.B at page 5 allows a price adjustment annually between 2.5% and a 5% cap based upon CPI. Provisions such as this are not unusual in multi-year service agreements.
6. Page 7 includes a general provision pertaining to "INDEMNIFICATION". Generally Village of Little Chute legal counsel discourages indemnification clauses, but this version is drafted such that MCO remains responsible for its own errors and omissions and the Village remains responsible for its own errors and omissions.
7. This Agreement continues the liability protections for the Village under 893.80 Wis. Stats. for "governmental immunities, statutes, and other governmental limitations" which can be extended under court case decisions to MCO to the extent MCO is acting as an agent for the Village in carrying out its water system operational services. This is also a good feature for both MCO and the Village of Little Chute.
8. **Staff and legal counsel have reviewed the contract and recommend approval to the Village Board of Trustees.**
9. The contract will be on the Village Board agenda for December 18th, 2019 for action.

RECOMMENDATION: Recommend the 2020 MCO Contract renewal to the Village Board of Trustees.

CONTRACT

Between

Village of Little Chute

&

MIDWEST CONTRACT OPERATIONS, INC.
Neenah, Wisconsin

Operations and Maintenance of the
Water Treatment Facilities

for the
Village of Little Chute

TABLE OF CONTENTS

	PAGE NO.
PREAMBLE	1
I. TERM & TERMINATION	2
A. Effective Date	2
B. Duration of Contract	2
C. Termination of Contract	2
II. SCOPE OF SERVICES	2
III. OWNER FUNCTIONS	4
IV. COMPENSATION	5
A. MCO - Compensation & Related Procedure	5
B. Adjustments to MCO Compensation	5
C. Owner – Payment of Owners Employees	6
D. Renegotiation of Contract	6
V. GENERAL PROVISIONS	7
A. Insurance & Risk Provisions	7
B. Warranties & Representations of MCO	8
C. Confidentiality: Public Records	9
D. Dispute Resolution	9
E. Miscellaneous	10
SIGNATURES	12
EXHIBIT “A”	13

CONTRACT

Between the

Village of Little Chute
&
Midwest Contract Operations, Inc.
Neenah, Wisconsin

To Operate, Maintain & Manage the
Water Treatment Facilities
for the
Village of Little Chute

CONTRACT, made this _____ day of _____, 2020 by and between the Village of Little Chute, Little Chute, Wisconsin, with principal offices located at Little Chute, Wisconsin 54140 (hereafter referred to as "Owner"); and **MIDWEST CONTRACT OPERATIONS, INC.**, a Wisconsin general business corporation, formed and operating under Chapter 180, Wisconsin Statute, with its principal offices located at 101 Garfield Avenue, Menasha, Wisconsin 54952 (hereafter referred to as "MCO").

PREAMBLE

The **Owner** is the operator of a municipal water system (hereafter the "water system").

The **Owner** and MCO desire to enter into a five (5) year contract with MCO to act as the Commission's operator of the water system, if after the 5th year of the contract, and both parties agree to the current terms, the contract may be renewed for another (5) years.

NOW THEREFORE, in consideration of the mutual covenants herein contained, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, it is agreed between the **Owner** and MCO as follows:

I. TERM & TERMINATION

A. EFFECTIVE DATE

This contract shall be effective as of JANUARY 1, 2020

B. DURATION OF CONTRACT

This Contract shall be effective through DECEMBER 31, 2024.

C. TERMINATION OF CONTRACT

1. Either party may terminate this Contract upon one-hundred eighty (180) days prior written notice, with or without cause.
2. The **Owner** may terminate this Contract effective forty-eight (48) hours after the **Owner** gives written or actual notice to MCO or MCO's management representative, on site, if the **Owner**, the waterworks system, or other public or private property or person suffers significant damage (defined as in excess of Five Thousand & no/100 Dollars (\$5,000.00) as the sole result of MCO's negligent, intentional or other breach of due performance of this Contract or tortious conduct in carrying out this Contract.
3. In the event of termination under Subsection 1., MCO shall be obligated to continue to faithfully perform the Contract until the date the termination is effective (i.e. the one-hundred eighty (180) day time period under C.1. above unless the parties agree to a different termination date).

II. SCOPE OF SERVICES

In general, Midwest Contract Operations, Inc. (MCO) shall operate and maintain the **Owner's** water systems; manage MCO's employees in performing operations; seek to achieve compliance with environmental and other regulatory laws applicable to the systems; and report to the **Owner** regularly on the status of such activities. MCO's services are for labor only related to system operation, maintenance and management and do not include professional design or engineering services.

The policy making and governmental functions relating to the water systems shall remain fully vested with and under the exclusive control of the **Owner**. **Owner's** functions shall include, but not be limited to, making decisions regarding significant capital requirements for the systems (i.e., improvements, repairs, etc.); changes of treatment processes; enacting or recommending necessary and appropriate ordinances; approving all major contracting for services or goods; responsibility for regulations regarding environmental regulatory compliance through agencies such as the Wisconsin Department of Natural Resources (hereinafter referred to as "DNR"), United States Environmental Protection Agency (hereinafter referred to as "EPA"), or Public Services Commission of Wisconsin (hereinafter "PSCW"), funding and the like; and any other significant policy or financial decisions regarding the systems. In the event of any questions regarding possible implications or consequences of an operational decision falling under the **Owner's** policy making or governmental functions, MCO shall consult with the **Owner** with regard to actions that may be necessary under this paragraph. However, in all events, the matter shall be deemed within the oversight and policy and financial function of the **Owner** and the **Owner's** decision in the matter shall in all events be controlling.

Without limiting the generality of the foregoing, the following is a list of specific contractual services to be performed by MCO under this Contract:

1. Provide personnel with proper state certification necessary to manage the operation and maintenance of the **Owner** water system. MCO staff will also respond to emergency situations as required and participate in the WisWARN program.
2. Maintain and develop operation procedures as required by DNR, EPA, or PSCW rules and regulations.
3. Assist in the preparation of annual operation and maintenance budgets, submit and review with the **Owner** and Engineer.
4. Prepare and submit other routine, periodic reports that may be required from time to time by the DNR (excluding any engineering studies) and provide a monthly operations report to the **Owner**.
5. Review with the **Owner** on newly enacted DNR, EPA, or PSCW programs as to how they would apply to the **Owner**.
6. Provide training for personnel in areas of operations, maintenance, and safety. A proper safety program shall be developed and implemented, and all portions of that program shall be adhered to. **Owner** shall provide required safety equipment.
7. Provide the following field service: flush system and private hydrants twice each year, exercise system and private valves, water meter testing and replacement, system sampling and testing, provide occasional field locates, and responding to customer complaints.
8. Provide labor necessary for routine maintenance or minor modifications of the water system. Routine maintenance is defined as any maintenance that is necessary and appropriate to keep the water system functioning up to consistent, acceptable standards over the useful life of such equipment, and consists of preventive maintenance scheduling and tracking, normal corrective maintenance, and spare parts inventory and control. MCO shall provide the **Owner** with full documentation that preventive maintenance is being performed on all **Owner** owned

equipment in accordance with the manufacturers recommendations at intervals and in sufficient detail as may be determined by the **Owner**. MCO shall be responsible for maintaining new equipment purchased by the **Owner** and assist the **Owner** in enforcing equipment warranties and guarantees.

9. Coordinate capital improvement projects with outside contractors.
10. Comply with the policies, rules, regulations, and ordinances of the Owner, particularly as they relate to the work environment.
11. Attend the Village Water Commission meetings as needed.
12. MCO will provide personal to read the radio or AMR water meters on a monthly schedule including final reads.
13. MCO will perform sump pump inspections during routine meter changes at residential properties.
14. MCO will test and recommend repairs to all Village owned Testable Back Flow Devices.

III. OWNER FUNCTIONS

The **Owner** may exercise the following functions relative to the water system:

1. All policy decisions regarding level or kind of treatment, or other regulatory standards shall be reserved to the **Owner**.
2. All decisions regarding capital improvements or treatment or control strategies as they may affect the relative requirement for labor or capital, and annual budget approval.
3. All contracting and subcontracting by the **Owner** or by MCO on behalf of the **Owner** must be approved by the **Owner**. Such approvals may be general or blanket in nature for purchases of supplies and the like, or services below a specified monetary amount.
4. All policy questions regarding customer relations, including but not limited to billing or service disputes.
5. All enactment of ordinances, rules, regulations or the like relating to the water system and any enforcement thereof.
6. All applications, operations, requests for action, hearing, modifications or the like that may be filed with the DNR, EPA, PSCW or any other regulatory body.

7. All aspects of generating, computing, obtaining authority for, billing and collecting charges for the water system, and handling any disputes arising thereof.
8. Any intergovernmental services or agreements.
9. The determination of the budget for the water system, except that the budget must include and provide for the payment of compensation to MCO as herein provided.
10. The **Owner** may direct MCO to adjust specific strategies in response to regulatory concerns, or administrative or court order. In such events, MCO agrees to promptly follow such instructions, notwithstanding that MCO may in good faith question whether its actions are within the scope of this Contract. Such disputes, if any, shall be resolved pursuant to Section V, paragraph D, below entitled "Dispute Resolution", but such matters will not be cause for MCO to delay carrying out the **Owner's** instructions. This provision acknowledges that by entering into this Contract, the **Owner** retains its obligations under its various regulatory programs. MCO hereby agrees to respond to the environmental regulatory concerns of the **Owner** in a speedy and responsive manner, and that disputes regarding compensation and scope of services be left for subsequent resolution.
11. The **Owner** shall supervise and control MCO's performance of this Contract by reviewing MCO's reports and activities and monitoring performance with such frequency and methods as the **Owner** may in its discretion determine.

IV. COMPENSATION

A. MCO - Compensation & Related Procedure

In consideration of the MCO scope of services described, and in consideration of all other terms and conditions of this Contract, the **Owner** shall compensate MCO as follows:

1. At all times hereunder, MCO shall be financially responsible for all MCO direct labor costs, indirect labor costs and operational costs as set forth in Exhibit A, attached.
2. Each month, MCO shall bill the **Owner** one-twelfth (1/12) of the annual amount due MCO. The **Owner** shall pay monthly payments on the first of each month for which services will be rendered.

B. Adjustments to MCO Compensation

Starting with Year 2023:

Compensation to MCO, per Exhibit A, may, at MCO's sole option, be increased annually during the term of the contract. MCO shall be permitted to adjust compensation up a minimum of 2.5% or to an amount equal to the U.S. Consumer Price Index percentage cost of living increase for all urban consumers (CPI-U) whichever is greater. However,

the increase may not exceed 5.0% in any year. The category is known as "all items", utilizing the national U.S. city average. The period used for comparison will be September of the preceding year to September of the current year. The first adjustment date shall be January 1, 2023.

It is understood that the consumer price index shall apply to Exhibit "A" each year for Direct Labor, Indirect Labor and Operational Costs, but shall not apply to amount(s) of actual MCO liability insurance or group health premiums paid to and for the benefit of MCO by Owner, by monthly voucher system.

1. Exception – General Liability Insurance. General Liability Insurance costs of MCO will be invoiced to Owner at MCO's actual cost.
2. Exception – Group Health/Medical Insurance. Group Health/Medical Insurance will be invoiced to Owner at MCO's actual cost.

C. Owner - Payment of Owners Employees

The **Owner** shall continue to be responsible for the payment of all labor costs, direct and indirect, under and within its "operating budget" as to all **Owner** employees (other than MCO employees).

D. Renegotiation of Contract

If the MCO scope of services is required to change, such change resulting from mutual agreement of the parties, or acts or deeds beyond the control of MCO, such as and without limitation include:

- (i) Acts of God, floods, unforeseen emergencies, or other events of force majeure making MCO's performance as contemplated herein impractical; or
- (ii) Agreement of both parties to expand the scope of services to be provided, or
- (iii) A significant change in the number of users of the **Owner** water system, or changes in DNR, EPA, or PSCW programs or directives, or other applicable rules and regulations, if such changes in flow, characteristics, number of users or regulations are unforeseen and substantially change the nature of operational responsibility in order to continue to operate the water system in a cost effective and environmentally sound manner.

then, MCO and the **Owner** shall either:

1. Immediately renegotiate the scope of services as defined, and renegotiate MCO compensation (Exhibit A) relating to such change in circumstances; or
2. The **Owner** and/or MCO may declare this Contract terminated in its entirety upon ninety (90) days' written notice following the event precipitating the change in contractual obligations of the **Owner** and MCO, in accordance with Section 1, paragraph C.

Nothing herein shall prevent the **Owner** and MCO from mutually agreeing in writing to amend the scope of services and compensation, or any other terms herein, for any reasons they deem appropriate.

V. GENERAL PROVISION

A. Insurance and Risk Provisions

INDEMNIFICATION

Midwest Contract Operations, Inc. (MCO) agrees to and shall hold **Owner**, its elected and appointed officers, and employees harmless from any liability for claims or damages for personal injury or property damage caused by or arises from the negligence of MCO in the performance of its services under this Agreement. **Owner** agrees to and shall hold MCO, its officers, and employees harmless from any liability for claims of damages for personal injury or property damage caused by, or arises from, the negligence of **Owner**.

Owner acknowledges that, in seeking the services of MCO under this Agreement, **Owner** is requesting MCO to undertake uninsurable environmental and other operational obligations for **Owner's** benefit. Therefore, **Owner** agrees that, with the exception of such liability as may arise out of the negligence, willful misconduct or intentional omissions of MCO, or its officers or employees, in performing services under this Agreement, **Owner** shall indemnify, defend and hold harmless MCO, its officers, and employees from and against any and all claims, losses, damages, liabilities and cost, including but not limited to costs of defense, arising under local, state, or federal laws, including but not limited to the Solid Waste Disposal Act, Clean Water Act, Comprehensive Environmental Response, Compensation and Liability Act, or Resource Conservation and Recovery Act, or directly or indirectly connected with the presence, discharge, release, disposal, or escape of hazardous substances of wastes, pollutants, or contaminants of any kind whether at **Owner's** Facilities or at any other location.

Owner agrees to indemnify and shall hold MCO, its elected and appointed officers, and employees, harmless from any claims or actions against MCO which are based upon MCO's status as agent for **Owner**, unless the claim or actions arise from the negligence or willful misconduct of MCO, or its officers or employees.

MCO's liability to **Owner** for any loss, damage, claim, or expense of any kind or nature caused directly or indirectly by the performance or non-performance of obligations pursuant to this Agreement shall be limited to general money damages

in an amount not to exceed or within the limits of the insurance coverage provided hereunder, provided however that insurance coverage exists for such damages.

All obligations of the Owner under this Agreement remain subject to the governmental immunities, defenses, and other statutory limitations set forth in Sec. 893.80 Wis. Stats., which shall be applied to both contractual and tort liability of Owner with respect to this Agreement, and nothing herein constitutes a waiver by the Owner of the terms of that statute despite any provision herein to the contrary. These immunities shall extend to MCO while acting within the scope of this agreement and in accordance with State of Wisconsin law.

MCO INSURANCE

MCO currently maintains and shall continue to maintain the following insurance coverage/limits during the term of this Contract, unless otherwise approved by the **Owner**:

	<u>Occurrence/Aggregate</u>
Excess Liability	6,000,000/6,000,000
Comprehensive General Liability	1,000,000/2,000,000
Automobile Liability	1,000,000/1,000,000
Worker's Compensation/Employers Liability	Statutory

Within thirty (30) calendar days of the contract date, MCO shall furnish Owner with satisfactory proof of such insurance, and each policy will require a 30-day notice of cancellation to be given to Owner while this Agreement is in effect.

OWNER INSURANCE

Owner shall continue to carry and provide and pay for all fire, general casualty, automobile and motorized vehicle liability, public liability, and excess liability insurance insuring **Owner's** facilities and **Owner's** employees and **Owner's** motor vehicles and **Owner's** equipment that MCO will be managing and or utilizing in the completion of the agreed scope as identified in this contract, or subsequent changes in that scope that would be agreed to by **Owner** and MCO as an amendment to the original contract.

Owner and MCO agree that all insurance contracts as attained by them, from time to time, during the term of this Contract, shall contain a waiver of all rights of subrogation which the insurer or insurers under said policy or said policies might otherwise, if at all, have as against them, which subrogation rights **Owner** and MCO hereby waive as against each other.

B. Warranties & Representations of MCO

1. MCO hereby represents to and for the benefit of **Owner** that it has the ability to manage the **Owner** water system, as provided in the scope of services set forth in Sections II thru IV, above. This representation is subject to Section V, Subsection E, and as such, MCO's representation in the first sentence hereof is limited to the conditions existing at the time this Contract was entered into and such reasonably foreseeable conditions not calling for amendment under Section V, Subsection E.
2. MCO represents that it will discharge all of its duties, functions and obligation under this Contract in a non-negligent manner and with due diligence and that it has the knowledge of **Owner** water system, and the requisite expertise and staff to manage the **Owner** water system in compliance with applicable environmental laws, rules, regulations and permit terms.

This representation is subject to any material changes of conditions that meet the terms of Section IV, above. In the event any amendment occurs, the representations and warranties of this Subsection 2, shall be deemed extended to such new MCO duties, functions and obligations, absent an express exclusion of such matters from MCO's competence by mutual agreement. Absent such exclusion, it shall be agreed that MCO has the requisite knowledge described in the first paragraph of this Subsection 2, to operate the systems as called for by this Contract.

3. Except as stated and/or provided under Subsection 2, above, MCO expressly disclaims any warranties or representations, direct or indirect, that in performing its management services hereunder, it is guaranteeing the quality or quantity of **Owner** water system water, as distributed, or that the quality/quantity will be of a quality/quantity required to comply with any laws, rules, regulations or orders of the DNR, EPA or PSCW or any other governmental or administrative body having jurisdiction from time to time over water system plants and their operations, now or hereinafter enacted.
4. So long as MCO does not materially breach these provisions of this Contract describing MCO's duties hereunder, any fines levied or the costs of any other enforcement action taken against **Owner**, including any damages and cost attributed directly or indirectly thereto, shall be the financial responsibility of **Owner**.

C. Confidentiality: Public Records

In performance of the contract, MCO and its employees may come into contact with material that relates to the legal status of **Owner** or its water system, including but not limited to issues of compliance with permits or environmental laws. MCO agrees that it will keep such information confidential and not share such information with anyone other than **Owner**, including, but not limited to, other parties contracting with MCO. MCO further agrees to adhere to all instructions of **Owner** and its legal

counsel regarding the handling of documents or other information that may be affected by **Owner** status as a public governmental body.

D. Dispute Resolution

In an effort to resolve any conflicts that arise during the term of this contract, **Owner** and MCO agree that all disputes between them arising out of or relating to this agreement shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

If the dispute cannot be settled through direct discussion, or mediation, the parties may exercise such rights or remedies as either may have under the contract documents in respect of any dispute. Any action of a legal nature that requires a hearing or action by a court of law shall be filed with the Outagamie County Circuit Court.

E. Miscellaneous

1. **Force Majeure** - Either party may be relieved from performance of this Contract in the event of causes beyond the party's practical control, including, among others, injunction, strike, riot, invasion, fire, freezing, flood, explosion, breakdown, act of God, or the public enemy, or the like.
2. **Construction** - The headings to the sections hereof have been inserted for convenience of reference only and shall in no way modify or restrict any provision hereof or be used to construe any of such provisions. All questions of construction, interpretations, performance, breach or enforcement of this Contract shall be determined in accordance with the laws, both statutory and common, of the State of Wisconsin.
3. **Assignment** - Neither this contract, nor any right under it, is assignable, whether by operation of law or otherwise, by any party, without the prior written consent of the other parties hereto.
4. **Waiver of Breach** - The failure of any party to require performance by the other party of any provision of this Contract shall not affect the right of such party to require future performance of the provision, and any waiver by any party of any breach of any provision of or delay in the exercise of any right under this Contract shall not be construed as a waiver of any continuing or succeeding breach of such provisions, a waiver of the provision itself or a waiver of any right under this Contract.
5. **Entire Contract: Amendments** - This Contract constitutes the entire Contract and understanding between the parties relative to the subject matter hereof, and merges all prior discussions and agreements between them relating thereto. This Contract cancels and supersedes all previous agreements and

understanding, if any, whether written or verbal, between **Owner** and MCO, relating to the subject matter hereof. For purposes of this paragraph, "the subject matter hereof" means the operation or management of the **Owner** water system.

This Contract may not be changed, amended, modified or released or discharged, in whole or in part, except by an instrument in writing referred to as an amendment to this agreement signed by all parties.

6. **Severability** - If any covenant, condition or provision of this Contract is held to be invalid or unenforceable by reason of any statute, rules or public policy, all other covenants, conditions or provisions of this Contract shall nevertheless remain in full force and effect as if this Contract had been executed with the invalid or unenforceable portion thereof eliminated, and no covenant, condition or provision shall be deemed dependent upon the other covenant, condition or provisions unless so expressed.
7. **Notices** - Except as otherwise specifically provided herein, any notice hereunder shall be deemed sufficiently given by one party to the other if it (1) is in writing; and (2) delivered or rendered either in person or by depositing it in the United States mail in a sealed envelope with postage and postage charges prepaid, addressed as follows:

If to Little Chute: Village of Little Chute
Attn: Village Administrator
108 W. Main Street
Little Chute, WI 54140

If to MCO: Mr. Jerry Verstegen
P.O. Box 2108
Neenah, WI 54957-2108

Any party may change its address by giving notice of such change to the others in the manner aforesaid. All such notices shall be effective when delivered in person or when mailed.

8. **Code Reference** - All references to statutes and the Wisconsin Administrative Code are intended to refer to such materials as amended and renumbered from time to time, and to include new provisions that refer or relate to the same subject matter.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized offices, have executed this Contract as of the date first above written.

Village of Little Chute:

By: _____
Village President

Approved:

Attorney

By: _____
Village Clerk

Date

Date

Midwest Contract Operations, Inc.
Neenah, Wisconsin

Jerry Verstegen
Vice President

Paul Much
President

Date

2020 Budget Year

Contract Budget	2019 Budget	2020 Budget	Increase/Decrease	% Change
Direct Labor	\$246,815.86	\$239,411.38	(\$7,404)	-3.00%
Indirect Labor	\$27,814.52	\$26,980.08	(\$834)	-3.00%
Operational	\$53,422.21	\$51,819.54	(\$1,603)	-3.00%
2020 Budget	\$328,052.59	\$318,211.00	(\$9,842)	-3.00%
Health	\$42,435.24	\$61,126.16	\$18,691	44.05%
Liability	\$4,649.16	\$4,097.50	(\$552)	-11.87%
Total 2020 Budget	\$375,136.99	\$383,434.66	\$8,298	2.21%

Base Adjusted Down because of contract with neighboring community
 Health/Liability Based on 2.75 Employees

2021 Budget Year

Contract Budget	2020 Budget	2021 Budget	Increase/Decrease	% Change
Direct Labor	\$239,411.38	\$255,237.14	\$15,826	6.61%
Indirect Labor	\$26,980.08	\$29,907.79	\$2,928	10.85%
Operational	\$51,819.54	\$60,824.34	\$9,005	17.38%
2021 Budget	\$318,211.00	\$345,969.27	\$27,758	8.72%
Health	\$61,126.16	\$72,240.01	\$11,114	18.18%
Liability	\$4,097.50	\$4,842.50	\$745	18.18%
Total 2021 Budget	\$383,434.66	\$423,051.78	\$39,617	10.33%

Adding entry level employee during second half of year
 Health/Liability Based on 3.25 Employees

2022 Budget Year

Contract Budget	2021 Budget	2022 Budget	Increase/Decrease	% Change
Direct Labor	\$255,237.14	\$268,869.59	\$13,632	5.34%
Indirect Labor	\$29,907.79	\$31,798.49	\$1,891	6.32%
Operational	\$60,824.34	\$65,503.13	\$4,679	7.69%
2022 Budget	\$345,969.27	\$366,171.21	\$20,202	5.84%
Health	\$72,240.01	\$77,796.94	\$5,557	7.69%
Liability	\$4,842.50	\$5,215.00	\$373	7.69%
Total 2022 Budget	\$423,051.78	\$449,183.14	\$26,131	6.18%

Entry level employee is full-time
 Health/Liability Based on 3.5 Employees

Remainder of the contract will be based on 3.5 Employees for Health/Liability

VILLAGE OF LITTLE CHUTE

ORDINANCE NO. 11, SERIES OF 2019

AN ORDINANCE AMENDING CHAPTER 24, SECTION 90, OFFICIALS AUTHORIZED TO ISSUE CITATIONS.

BE IT ORDAINED by the Village Board of Trustees, Village of Little Chute, Outagamie County, Wisconsin as follows:

Section 1. Chapter 24, § 90 of the Village of Little Chute code of ordinances is hereby amended by **additions** to the following:

Chapter 24. Citations

§ 22-2. Officials authorized to issue citations.

Sec. 24-90. - Officials authorized to issue.

Citations authorized in section 24-89 may be issued by sworn law enforcement officers and non-sworn, Community Service Officers (CSO) of the village and by the following designated village officials with respect to sections of this Code which are directly related to the official's area of responsibility. The officials granted authority to issue citations under this section may delegate the authority to other village employees within the designated official's department with the approval of the village board.

- (1) Building inspector.
- (2) Fire inspector.
- (3) Director of public works.
- (4) Zoning administrator.
- (5) Director of parks, recreation and forestry.

(Code 2006, § 1-2-2)

Section 2. Severability. If any provision of this Ordinance is invalid or unconstitutional, or if the application of this Ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the above provisions or applications of this Ordinance which can be given effect without the invalid or unconstitutional provisions or its applications.

Section 3. Effective Date. This Ordinance shall take effect upon passage and publication as provided by law.

Date Introduced, Approved and Adopted: December 18, 2019

VILLAGE OF LITTLE CHUTE

Michael R. Vanden Berg, Village President

Laurie Decker, Village Clerk

VILLAGE OF LITTLE CHUTE

RESOLUTION NO. 34, SERIES OF 2019

WHEREAS, Van Handel Homestead, LLC as owners of Part of Lot 1 and all of CSM 7316 being part of the Southwest 1/4 of Southwest 1/4/ and unplatte land located in the part of Southeast 1/4/ of the Southwest 1/4/ of Section 03, Township 21 North, Range 18 East, Town of Vandenbroek, Outagamie County presented a Final Plat to the Village of Little Chute Board of Trustees as prepared by James R. Sehloff, a registered land surveyor; and

WHEREAS, the Village of Little Chute Planning Commission has recommended in favor of adoption of said Final Plat; and

WHEREAS, a majority of the full Village Board find that the attached Final Plat is found to be in the public interest.

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of Trustees as follows:

1. That the Final Plat attached hereto (photocopy), be and the same is hereby approved; and
2. That the Village President, Village Clerk, and Finance Director, upon full payment of, if applicable, all fees, taxes, and special assessments are directed to execute signatures on behalf of the Village of Little Chute upon the Preliminary Plat documents as required.

Date introduced, approved and adopted: December 18, 2019

VILLAGE OF LITTLE CHUTE:

By:

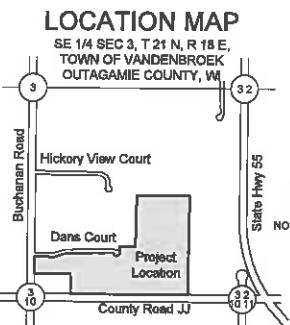
Michael R. Vanden Berg, Village President

Attest:

Laurie Decker, Village Clerk

Van Handel Homestead

Part of Lot 1 and all of Lot 2 of CSM 7316 being part of the Southwest 1/4 of Southeast 1/4 and unplat land located in part of the Southeast 1/4 of the Southeast 1/4 of Section 03, Township 21 North, Range 18 East, Town of Vandenbrook, Outagamie County, Wisconsin



There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20

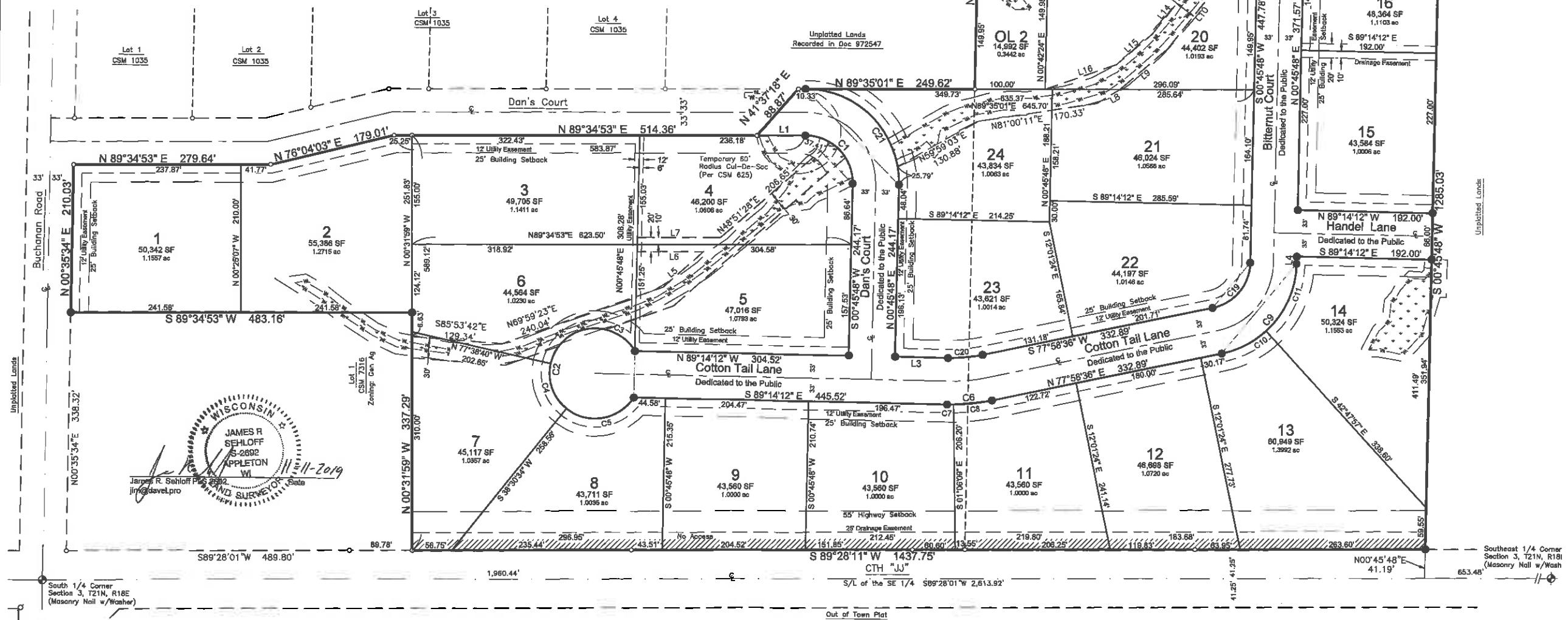


LEGEND

- $\frac{3}{4}$ " Rebar Found
 - $\frac{1}{4}$ " x 18" Steel Rebar @ 4.30lbs/LF SF
 - All other corners
 - $\frac{3}{4}$ " x 18" Steel Rebar @ 1.50lbs/LF SF
 - SF Lot areas in square feet
 - // No Access area

NOTE

1. All linear measurements have been made to the nearest one hundredth of a foot.
 2. All bearings are computed and measured to the nearest second.
 3. CTH JI is a restricted access highway. No ingress/egress will be allowed to CTH JI without an approve driveway permit from the Outagamie County Highway Department.
 4. Outlot 1 is reserved for Storm Water management and Ownership and maintenance will be shared by Lots 3-24, each having a 1/22 share of said Outlot 1. A maintenance agreement of the Storm Water pond will be recorded in a separate document.
 5. Outlot 2 will be deeded to land described in Doc 972547. Outlot 2 is deed restricted to said land.
 6. Lot 17 access is through a wetland setback. The driveway thought the setback area must be made of pervious materials.



VILLAGE OF LITTLE CHUTE

RESOLUTION NO. 35, SERIES OF 2019

WHEREAS, CR Buildings, LLC as owner of Parcel #260451926 have presented a Certified Survey Map to the Village of Little Chute Board of Trustees as prepared by James R. Sehloff, a registered land surveyor; and

WHEREAS, the Village of Little Chute Planning Commission has recommended in favor of adoption of said Certified Survey Map; and

WHEREAS, a majority of the Village Board find that the attached Certified Survey Map is found to be in the public interest.

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of Trustees as follows:

1. That the Certified Survey Map attached hereto (photocopy), be and the same is hereby approved; and
2. That the Village President, Village Clerk, and Finance Director, upon full payment of, if applicable, all fees, taxes, and special assessments are directed to execute signatures on behalf of the Village of Little Chute upon the Certified Survey Map documents as required.

Date introduced, approved and adopted: December 18, 2019

VILLAGE OF LITTLE CHUTE:

By:

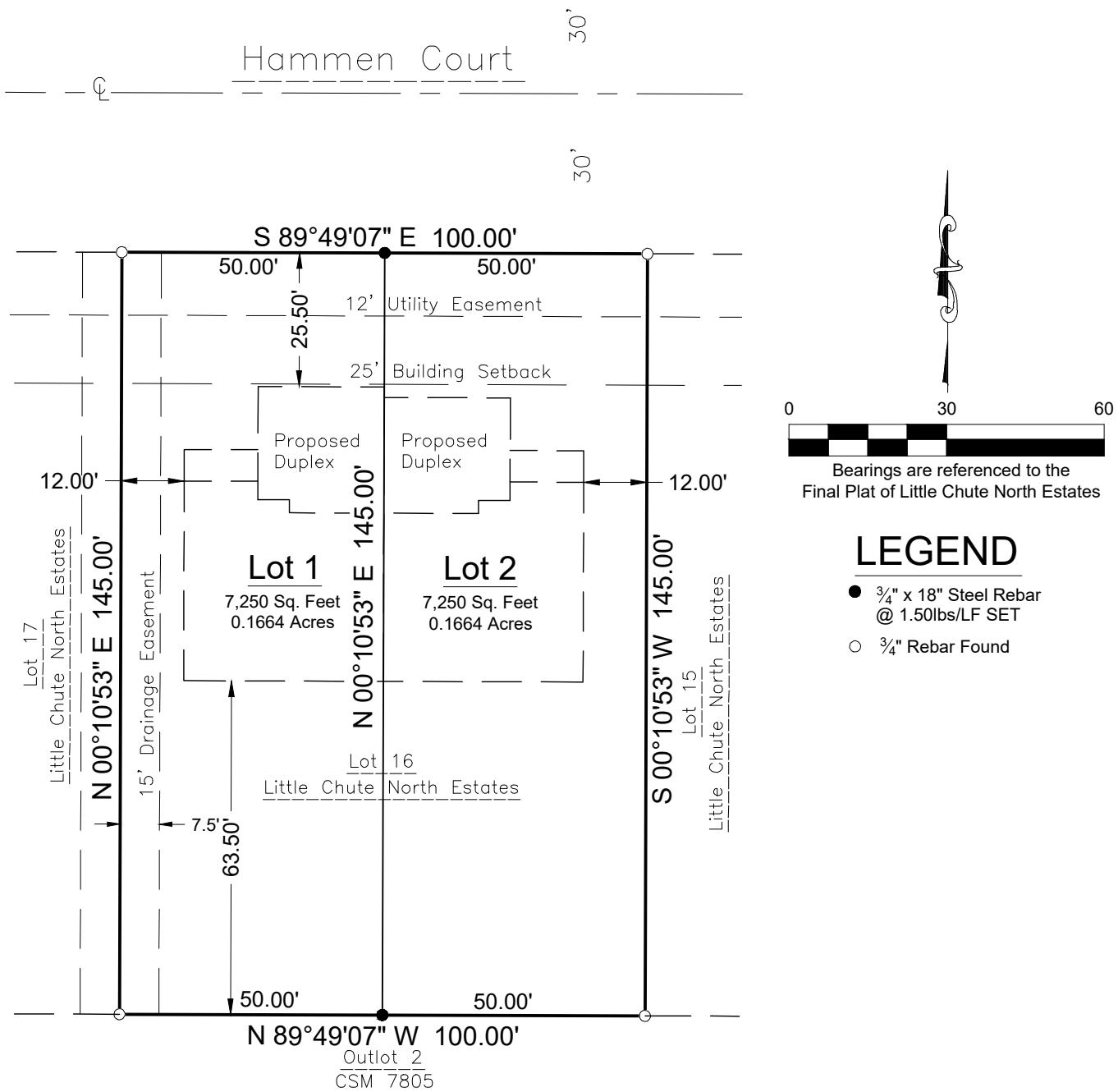
Michael R. Vanden Berg, Village President

Attest:

Laurie Decker, Village Clerk

Certified Survey Map No. _____

All of Lot 16 of Little Chute North Estates, being part Northwest 1/4 of the Southwest 1/4, Section 10, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin.



Note:

1. Restrictive covenants shall be recorded at the Outagamie County Register of Deeds, providing declarations and/or by-laws similar to those typically recorded on a declaration of condominium. Said covenants shall provide for mediation of any and all disputes between owners of each unit and any third party with regard to construction, use, and maintenance of the real property. Furthermore, said covenants shall specifically state that the village of Little Chute and all approving authorities shall not be held responsible for the same, and that said covenants shall inure to all heirs and assigns.



**DAVEL ENGINEERING &
ENVIRONMENTAL, INC.**
Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-441-0804
www.davel.pro

James R. Sehloff
Professional Land Surveyor No. S-2692
jim@davel.pro

Date

Survey for:
CR Buildings LLC
W4704 Deer Run Drive
Black Creek, WI 54106

Drafted by: jim
Sheet : 1 of 3

Certified Survey Map No. _____

All of Lot 16 of Little Chute North Estates, being part Northwest 1/4 of the Southwest 1/4, Section 10, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin.

Surveyor's Certificate

I, James R. Sehloff, Professional land surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the Village of Little Chute, and under the direction of CR Buildings, LLC, the property owners of said land, I have surveyed divided and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is all of Lot 16 of Little Chute North Estates, being part Northwest 1/4 of the Southwest 1/4, Section 10, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin., containing 14,500 Square Feet (0.3329 Acres) of land, subject to all easements, and restrictions of record.

Given under my hand this _____ day of _____, _____.

James R. Sehloff, Wisconsin Professional Land Surveyor No. S-2692

Owner's Certificate of Dedication

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

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

Village of Little Chute

Managing Member

Date

State of Wisconsin)
)SS
 _____ County)

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

My Commission Expires _____
Notary Public, Wisconsin

Certified Survey Map No. _____

All of Lot 16 of Little Chute North Estates, being part Northwest 1/4 of the Southwest 1/4, Section 10, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin.

Village Board Approval Certificate

Resolved, that this certified survey map in the Village of Little Chute, Outagamie County, CR Buildings LLC, the property owner, is hereby approved by the Village Board of the Village of Little Chute.

Chairman _____ Date _____

Date

I hereby certify that the foregoing is a copy of a resolution adopted by the Village Board of the Village of Little Chute.

Clerk

Date

Treasurers' Certificate

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

Date

Date

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

the property owners of record:
CR Buildings LLC

Recording Information:
Doc. 2176541

Parcel Number:
260451926

James R. Sehloff Professional Land Surveyor No. S-2692 Date

Village of Little Chute
REQUEST FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: 2019 Budget Amendment – Engineering Equipment

PREPARED BY: James P. Fenlon, Administrator 

REPORT DATE: December 13, 2019

EXPLANATION: As previously discussed, the Engineering Department and Public Works Department would benefit from having a GPS field unit and data collector. The benefits of this tool would be:

1. Getting accurate location of manholes, hydrants, water vales and inlets for updating GIS system.
2. Setting out horizontal control for Topo surveys for upcoming CIP projects.
3. Getting accurate measurements for quantiles on construction projects.
4. Helping parks with staking out fences, playground areas, sidewalks, new trees, and any other structures or shelters.
5. Helping public works with staking out sidewalk, ditch flowlines and any other projects that may need coordinates.
6. Collecting lateral location once they are side scanned by televising company.
7. Using it for topo in open areas.
8. Use it for staking out saw cuts and construction limits on projects.
9. Overall the GPS will cut down on time and effort needed to gather or layout accurate data mention above.

The total cost of the GPS and data collection tool is \$14,495.00. The Engineering Department's Small Equipment line item has \$1,891.45 remaining.

This amendment request and approval will transfer \$13,000 from the DPW Street Budget, specifically from the Chip Seal line item (101-53300-263), to the Engineering Department's Small Equipment line item (101-51415-221) to acquire the systems described above in 2019.

It should be noted, from an accounting perspective, the total cost of the equipment will be allocated to appropriate accounts so that the entire cost will not be a general fund expense. This will be done in a measured manner that has been used in previous practice to ensure that various accounts are effectively contributing to this effort.

RECOMMENDATION: Approve the budget amendment as outlined above.

Village of Little Chute
REQUEST FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Personnel Manual Amendment – Policy 411 Leaves - Military Leave

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

REPORT DATE: December 13, 2019

EXPLANATION: The memo is meant to inform and make you aware of a change related to military service policy within the Village of Little Chute Personnel Manual. From the 2015 manual to the 2016 updated and amended version, an aspect of military service and leave was inadvertently removed or left out of the manual. This policy proposal is meant to ensure any regular employee who serves in the United States Reserves or a National Guard Unit is able to fulfill their service to our nation while also ensuring that their quality of life and that of their family is maintained at an appropriate level.

Generally speaking, service member commitments would consist of one weekend a month, two weeks a year, and the potential for a longer activation period that could last as long as a year. In the recent past, the Village has had numerous staff members fulfill all the terms of service outlined above. In the past, some employees who served received normal pay and then were required to submit their military pay (in essence the village paid the difference between military pay and the village compensation). Additionally, the 2015 version of the manual granted service member's 17 military vacation days to be used in conjunction with any activation or training. At present, our current policy provides the most basic federal and state mandated protections for those serving in the US Armed Forces except for some advantageous options related to insurance (essentially protecting ones position and allowing them to return to the position when their service concludes in an unpaid status).

After having the chance to speak to department heads and research what some communities provide, I propose the following:

New Policy on Reserve or National Guard Training and Activation

1. Pay for Training (Intended to cover the two week training commitment) – Employees of the Village, other than temporary positions, who are required to attend training as members of the military shall receive up to ten (10) days per calendar year while attending said training. The first ten (10) days of leave taken will be applied in order the leave is used within the calendar year. The employees' pay period of such leave, shall be the difference between their current salary or wages (without overtime) and basic military pay if the military pay is lesser. In the event the military pay meets or exceeds the employee's pay for the period, then no payment for salary or wages will be paid to the employee from the Village. The Village Administrator shall require that the employee to furnish proof as to the number of days spent in active duty training and amount of pay provided via certified orders and a Leave and Earnings Statement (LES) within 30 calendar days of re-employment.

2. Pay for Activation (Intended for active service of 17 days or more as evidenced by appropriate orders) - Employees of the Village, other than temporary positions, who are required to activate as required by military orders, are entitled to employees' difference between their current salary or wages (without overtime) and basic military pay if the military pay is less. In the event the military

pay meets or exceeds the employee's pay for the period, then no payment for salary or wages will be paid to the employee from the Village. The Village Administrator shall require that the employee to furnish proof as to the number of days spent in active duty and amount of pay provided via certified orders and a Leave and Earnings Statement (LES) within 30 calendar days of re-employment.

This language will need to be provided to Attorney Macy for review and for consultation on the appropriate placement with the current policy manual. Upon completion of legal review and drafting of the addition to the policy manual, a final item will be provided to the Village Board for consideration and potential action.

The Village of Little Chute's complete personnel manual can be found here:

<http://www.littlechutewi.org/DocumentCenter/View/5357/2019-Personnel-Manual?bId=1>

RECOMMENDATION: Provided for discussion and feedback at this time. This will be an action item at a future meeting following legal counsel review.

VILLAGE OF LITTLE CHUTE
RESOLUTION NO. 36, SERIES OF 2019

WHEREAS, Della Marcus Corp., Inc as owners of the Preliminary Plat for "Maria Estates" being off of Lot 2 of Certified Survey Map No. 7818 recorded as document No. 2174623 and all of Lot 1 of Certified Survey Map No. 5829 recorded as document No. 1803006 and part of the northwest $\frac{1}{4}$ of the fractional northwest $\frac{1}{4}$ all located in section 3, Township 21 North, Range 18 East, Town of Vandenbroek, Outagamie County presented a Preliminary Plat to the Village of Little Chute Board of Trustees as prepared by Carow Land Surveying Co., Inc, a registered land surveyor; and

WHEREAS, the Village of Little Chute Planning Commission has recommended in favor of adoption of said Preliminary Plat; and

WHEREAS, a majority of the full Village Board find that the attached Preliminary Plat is found to be in the public interest.

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of Trustees as follows:

1. That the Preliminary Plat attached hereto (photocopy), be and the same is hereby approved; and
2. That the Village President, Village Clerk, and Finance Director, upon full payment of, if applicable, all fees, taxes, and special assessments are directed to execute signatures on behalf of the Village of Little Chute upon the Preliminary Plat documents as required.

Date introduced, approved and adopted: December 18, 2019

VILLAGE OF LITTLE CHUTE:

By:

Michael R. Vanden Berg, Village President

Attest:

Laurie Decker, Village Clerk

PRELIMINARY PLAT
"MARIA ESTATES"

BEING ALL OF LOT 2 OF CERTIFIED SURVEY MAP NO. 7818 RECORDED AS DOCUMENT NO. 2174623 AND ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 5829 RECORDED AS DOCUMENT NO. 1803006 AND PART OF THE NORTHWEST 1/4 OF THE FRACTIONAL NORTHWEST 1/4, ALL LOCATED IN SECTION 3, TOWNSHIP 21 NORTH, RANGE 18 EAST, TOWN OF VANDENBROEK, OUTAGAMIE COUNTY, WISCONSIN.

CAROL LAND SURVEYING CO., INC.

APPLETON, WISCONSIN 54912-1297
PHONE: (920) 731-4168 FAX: (920) 731-5673

DELLA MARCUS CORP., INC.
715 DEPOT STREET
1115 E. 21ST STREET, MILWAUKEE, WISCONSIN 53210

PROJECT: PRELIMINARY PLAT "MARIA ESTATES", TOWN OF VANDENBROEK, OUTAGAMIE COUNTY, WISCONSIN

Village of Little Chute
REQUEST FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Mill Street Bridge Agreement

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

REPORT DATE: December 13, 2019

ADMINISTRATOR'S REVIEW/COMMENTS:

No additional comments to this report: JPR
See additional comments attached: _____

EXPLANATION: In 2017, the Village of Little Chute and Fox River Navigational System Authority (FRNSA) approved a MOA for the operation of the Mill Street Bridge and the lock system within the Village of Little Chute. This MOA addresses staffing, operation, and payment of the Mill Street Bridge and also some other miscellaneous items such as the Doyle Pool. FRNSA has requested entering into a new agreement with a new format.

Changes that FRNSA is proposing

- The Village would be responsible for paying 20% of the liability insurance for the bridge tender. (estimated at \$250-\$300/year)
- 3 Year Contract rather than reviewing yearly with a 100-day notice to terminate.
- They have not listed an hourly rate within the new agreement.

ATTACHMENTS: Draft Agreement for 2020, 2021, and 2022 and 2019 Invoice from FRNSA for the operation of the Mill Street Bridge.

RECOMMENDATION: Discussion Only

Fox River Navigational System Authority

1008 Augustine St
Kaukauna, WI 54130

Jeremy Cords, CEO
Telephone: 920-759-9833
Fax: 920-759-9834

**MEMORANDUM**

TO: Adam Breest
FROM: Jessica Akstulewicz
SUBJECT: 2019 Bridge Operations
DATE: November 1, 2019
INVOICE #: 2019-12

Attached is the invoice information for the 2019 Bridge Operation of the Little Chute Bridge. This year FRNSA operated two day weekends from May 25 to September 03, 2019 and one holiday day and 2 holidays with extended 4 day weekends. We operated with one person on 10 hour shifts for regular days and one person for two hour minimum for special operations. (training, testing, events, etc.) There were 3 total after hours bridge operation lockages for the season as well which includes any special operations (training, testing, events, etc.), employee tax/benefit fees and a bridge operations liability insurance fee that will be accessed at 20% upon receipt of that yearly invoice, which at this time we believe will be somewhere between 1,250-1,500. The total lock operations cost this year was \$6,718.47 and Little Chutes' share according to our MOA is \$3,359.24.

Please make all checks payable to Fox River Navigational System Authority.

Thank you!

If you have any questions please feel free to contact me.

Jessica Akstulewicz
Office Manager
FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY (FRNSA)
920-883-1951 (C-Billing)
920-759-9834 (F)
jakstulewicz@foxlocks.org
www.foxlocks.org

CC: Jeremy Cords, CEO

INVOICE

FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY

1008 Augustine Street
 Kaukauna, WI 54130
 920-883-1951 Billing
 920-759-9834 Fax

INVOICE NO. 2019-12
 DATE 11/1/2019
 CUSTOMER ID VILLAGE OF LITTLE CHUTE

TO

Village of Little Chute
 C/O Adam Breest
 108 Main St
 Little Chute WI 54140

SHIP TO

JOB	PAYMENT TERMS		
	Due on receipt		
DESCRIPTION	QUANTITY	AMOUNT	TOTAL
2019 NAVIGATIONAL SEASON			
Little Chute Bridge Operations:			
Hours of Operation	350.00	\$15.84	\$5,544.00
After Hours of Operation	6.00	\$15.84	\$95.04
Average Employee Pay: \$15.84			
Employee Tax/Benefit Fees			\$1,079.43
Bridge Operations Liability Insurance- 20% of Insurance Invoice			N/A
Subtotal			\$6,718.47
50% of Invoice subtotal			\$3,359.24
Little Chute Share		TOTAL DUE	\$3,359.24

Make all checks payable to FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY. THANK YOU!

FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY
(FOX RIVER LOCKS)
BRIDGE TENDER
AGREEMENT

This Agreement is entered into between Fox River Navigational System Authority, a public body corporate and politic created by Chapter 237 of the Wisconsin Statutes ("FRNSA"), and the Village of Little Chute, a municipal corporation ("Village") effective on the latest date of the signing of this Agreement by either of the parties.

RECITALS

A. Chapter 237 of the Wisconsin Statutes created FRNSA for purposes of, among other things, the operation and maintenance of the "navigational system", including the locks, located on or near the Fox River. Included within such navigational system are the Little Chute Guard Lock, the Little Chute Lock and the Combined Locks Lock (collectively, for purposes of this Agreement, the "Locks"), all of which are either located within the Village or accessed by the recreational trail located between the Little Chute Lock and the Combined Locks Lock.

B. Publicly dedicated to the Village and maintained by the Village is the Mill Street Bridge (the "Bridge") which can be raised or lowered to facilitate boat traffic on the Fox River.

C. FRNSA and the Village desire to set forth their agreement as to the procedures and obligations to be undertaken by each of them relative to FRNSA personnel being in charge of the raising and lowering of the Bridge for Fox River boat traffic during FRNSA's established Fox River "navigational season".

NOW, THEREFORE, in consideration of the above Recitals, and in further consideration of the promises hereafter, FRNSA and the Village agree as follows:

1. FRNSA regularly establishes a so-called "navigational season" during which time it operates various locks along the Fox River to facilitate boat traffic along the river. Generally, such navigational season commences mid-May and extends through mid-October of each year. Generally, FRNSA operates the locks on Fridays, Saturdays and Sundays and holidays within the navigational season. FRNSA posts its navigational season and its operational hours and related fees on its website, www.foxlocks.com. However, from time to time, FRNSA provides navigational access beyond such season as may be specifically requested or on an as needed basis. FRNSA may, from time to time, provide notice to the Village and to the public (both by its website) of additional hours of operation outside of the regular previously posted navigational season, weather permitting and upon at least 24 hour advance notice.

2. During each navigational season, FRNSA employs seasonal personnel to operate the locks ("Lock Tenders").

3. On an annual basis, and no later than ten (10) days prior to the commencement of the navigational season, the Village shall provide appropriate and adequate training to Lock Tenders and also to additional designated FRNSA personnel (the Lock Tenders and designated FRNSA personnel being hereinafter referred to as "FRNSA Staff") for purposes of operating the raising and the lowering of the Bridge and to perform certain Village-identified safety checks of the Bridge. The Village shall provide FRNSA with a list of FRNSA personnel adequately trained by the Village and authorized to operate the raising and lowering of the Bridge during any of FRNSA's operational hours during the specific year of training.

4. FRNSA shall supply its Staff with identifying shirts or uniforms or other forms of identification while such Staff performs its duties contemplated by this Agreement, including the operation of the Bridge. Any maintenance vehicles used by FRNSA for its operational purposes, including their use on the recreational trail between the Little Chute Lock and the Combined Locks Lock (such trail use being hereby specifically authorized by the Village) shall be clearly marked and identified as a FRNSA vehicle.

5. The Village shall be solely responsible for any and all Bridge maintenance and repair.

6. FRNSA will also cooperate with the Village in the operation of the Little Chute Lock and the Combined Locks Lock to facilitate the annual "pool filling" in May of each year and the "pool drainage" in August of each year, as well as any other times requested by the Village for emergency maintenance or other purposes.

7. FRNSA shall procure and maintain general commercial liability insurance coverage and worker's compensation coverage relating to its navigational system operations and shall provide to the Village, upon the Village's request, proof of such coverages. The Village shall procure and maintain general liability insurance coverage relating to its municipal operations and shall provide FRNSA, upon FRNSA's request, proof of such coverage. A copy of this Agreement shall be provided by the Village to its insurance carrier to notify such carrier of the operation of the Bridge by FRNSA Staff pursuant to the terms and provisions of this Agreement.

8. FRNSA shall provide the Village with an annual invoice no later than November 1 of each year, with sufficient detail, representing one-half (1/2) of FRNSA's cost (wages and benefits) for its Lock Tenders servicing the Locks identified in Recital A above. Within thirty (30) days of receipt, the Village shall pay such invoice (up to a total of 828 hours of Lock Tender services per navigational season) for its share of the costs of Lock Tenders operating the Bridge. In addition, FRNSA shall provide the Village with an annual invoice and supporting documentation representing twenty percent (20%) of FRNSA's additional annual insurance premium cost for its liability coverage relating to bridge operations. (The balance of such premium cost relates to FRNSA's bridge operations on behalf of the City of Appleton.)

9. The term of this Agreement shall commence upon the date of its signing and shall continue and extend through the 2020, 2021, and 2022 navigational seasons terminating only upon the payment by the Village to FRNSA of the Village's share of costs for Lock Tenders during the 2022 navigational season. While it is the intent and

expectation of FRNSA and the Village that their relationship with respect to the subject matter of this Agreement will continue beyond the 2022 navigational season, the specific agreement of same shall be the subject of specific written documents between them either extending the terms of this Agreement or setting forth in sufficient detail the terms and provisions of a new agreement between them.

10. This Agreement may be amended only by a written agreement duly signed on behalf of both FRNSA and the Village.

11. Any and all notices which are required or may be given pursuant to the terms of this Agreement shall be in writing and shall be directed to the following persons:

FRNSA:
Chief Executive Officer
1008 Augustine Street
Kaukauna, WI 54130
Phone: 920-759-9833

Village:
Director of Parks, Recreation & Forestry
Village of Little Chute
108 West Main Street
Little Chute, WI 54140
Phone: 920-423-368

12. This Agreement constitutes the entire agreement between FRNSA and the Village with respect to the subject matter hereof and supersedes all prior agreements and understandings, oral and written, between FRNSA and the Village with respect to the subject matter set forth herein.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above set forth.

FOX RIVER NAVIGATIONAL SYSTEM AUTHORITY

By:

Attest:

Printed Name:

Title:

Date: _____, 2019

VILLAGE OF LITTLE CHUTE

By:

Printed Name:

Title:

Date: _____, 2019

Printed Name:

Title:

Date: _____, 2019

Printed Name:

Title:

Date: _____, 2019

Village of Little Chute
REQUEST FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Forestry Manual Update

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

REPORT DATE: December 6, 2019

ADMINISTRATOR'S REVIEW/COMMENTS:

No additional comments to this report: *JPF*
See additional comments attached: _____

EXPLANATION: The Village's Forestry manual has not been updated since 2008. This manual is referenced within ordinance as addressing many of our Forestry Department policies. I have provided the manual for your review. I have also highlighted a few of the most significant changes below.

1. If a private tree is extending over the village sidewalk (under 10 ft) or roadway (under 15 ft). The village will ask the homeowner to trim their tree to the standards of the ordinance. Village staff will not trim trees on private property.
2. Update the deadline for submitting a terrace tree application from August 15 to March 31 to allow staff more time to order trees and plant them in the season that is most appropriate for the tree species.
3. When a street is being reconstructed, the Forestry Department plants new trees in the terraces when the terrace is wide enough and when space is available.
4. Brush Pick Up – Our fee and process for charging for brush pick up has been updated to include an updated fee of \$150 per hour over 1 hour of work. We also will notify the resident before we begin work that we believe the brush pile is going to take longer than 1 hour and inform them that they may be charged. The previous fee was \$80/hour

ATTACHMENTS: Forestry Manual Updates

RECOMMENDATION: Approve Forestry Manual Updates



FORESTRY DEPARTMENT MANUAL

ORGANIZATION: The Forestry Department is one of five operating departments administered by the Director of Parks, Recreation, and Forestry. The Director of Parks, Recreation, and Forestry maintains an office at Village Hall located at 108 W Main Street, where a portion of the Director's time is utilized by urban forestry operations.

PERSONNEL: The Forestry Department is supervised by the Parks Foreman and is staffed by full-time and seasonal part-time employees. Employees who operate the chipper must be at least 18 years old.

FUNCTION: The general responsibility of the Forestry Department is to maintain trees located within the parkways, on the village streets, and within the acres of public parks, recreational land, and public property. This involves all phases of arborist work from planting to removal, etc. To carry out these functions, certain guiding policies and procedures have been created and adopted. Through these policies, the Forestry Department will make every effort to produce maximum public service to the residents.

PURPOSE: The policy of the Village is to regulate and control the planting, transplanting, removal, maintenance, and protection of public trees and shrubs in the Village in order to eliminate and guard against dangerous conditions which may result in injury to persons using the streets, alleys, sidewalks, or other property of the Village. It is also Village policy to promote and enhance the beauty and general welfare of the Village, and protect trees and shrubs located in the public areas from undesirable and unsafe planting, removal, treatment, and maintenance practices.
(Exceptions - public school sites are not included)

STREET TREE TRIM PLAN AND POLICY: To trim the most trees for the tax dollar, keep crew travel time to a minimum, and to establish an orderly way of trimming street trees for uniformity of appearance, a "Rotation Trim Schedule" was put into operation. Currently, it requires 5 years to complete the trimming cycle. The Village of Little Chute is divided into five sections for their different forestry programs. Each year a forestry crew will trim one section. With this trimming system, street trees are thoroughly trimmed for low hanging branches, deadwood, and any other hazardous conditions.

TABLE OF CONTENTS

I. TRIMMING AND PRUNING (Page 4)

- A. Sanitation
- B. Traffic Clearance
- C. Light Clearance
- D. Tree Structure and Balance
- E. Storm Damage
- F. Line Clearance
- G. Private Property

II. PRUNING SPECIFICATIONS (Pages 4-6)

- A. Section Trimming
- B. Spot Trimming
- C. Priority Trimming

III. TREE REMOVAL POLICY (Pages 6 & 7)

- A. Reason for Removal
- B. Location
- C. Safety Devices
- D. Clean Up

IV. PLANTING OF TREES (Page 8)

- A. Special Request Terrace Trees
- B. Existing Terrace Trees Damaged
- C. Deadline for Ordering Trees
- D. Planting of Trees When Streets Are Widen
- E. Unimproved Street Planting

V. TREE PLANTING STANDARDS (Pages 8-10)

- A. Diameter of Tree Trunk
- B. Location
- C. Spacing
- D. Condition
- E. Parkway Width
- F. Additional Care
- G. Transplanted Trees
- H. Planting Depth

VI. VARIETY OF STREET TREES PLANTED (Page 10)

- A. Species of Trees

VII. MAINTENANCE OF NEWLY PLANTED TREES (Pages 10 & 11)

- A. Mulching
- B. Watering
- C. Tree Staking
- D. Fertilizing

VIII. TREE PROTECTION (Pages 11 & 12)

- A. Trunk and Lines
- B. Bridging, Tunneling, Drilling, Etc.
- C. Sidewalk, Driveway, and Curb & Gutter Removal
- D. Root Care
- E. Tree Replacement
- F. Moving Of Buildings
- G. Open Spaces About Trees (Dumping; Damage)

IX. STUMP REMOVAL PROGRAM (Page 12)

- A. Stump Removal Depth, Stump Chips, Seeding, Etc.
- B. Removal Operation
- C. Diggers Hotline

X. SAFETY PROCEDURES AND EQUIPMENT (Page 12 & 13)

- A. Safety Vests
- B. Eye, Ear, Foot, and Head Protection
- C. Vehicle-Mounted Elevation Work Platforms
- D. Traffic Control

XI. DISPOSAL OF WOOD MATERIAL (Page 13-14)

- A. Description of Wood Material
- B. Cutting and Bundling
- C. Curbside Placement
- D. Call-In Pickup Policy
- E. Pickup Time Limitations
- F. Privately Hired Tree Work

I. TRIMMING AND PRUNING

Only authorized personnel are allowed to trim or prune trees on Village property. There should be a reason for every cut made in trimming operations. If we cannot improve on the natural conditions, leave it be. Following are reasons for pruning:

- A. Sanitation: Remove dead or diseased branches.
- B. Traffic Clearance: 10 feet minimum over sidewalks and at least 15 feet over streets.
- C. Light Clearance: Remove sufficient branchwood to allow adequate street lighting pattern on pavement.
- D. Tree Structure and Balance: Remove interfering branches and those that form weak crotches. Trim for balance around tree to equalize wind resistance and weight.
- E. Storm Damage: The object is to save as much of the tree as possible and reshape for future balance.
- F. Line Clearance: Kaukauna Utilities (766-5721) should be contacted for all trimming near overhead lines.
- G. Private Property: The Village Forester and authorized representatives may enter upon private premises at all reasonable times for the purpose of examining any tree or shrub located upon or over such premises. If it is determined that it is necessary to trim, cut, or remove all of any portion of the tree or shrub, the Village Forester or authorized representative shall serve written notice to the property owner to take necessary action within ten days. If such action is not taken within such ten days, the Village Forester or authorized representative shall take specific action to carry out the provisions stated on the "Notice of Order" form (copy attached) and charge the cost to the property owner.

II. PRUNING SPECIFICATIONS

All cuts are to be made sufficiently close to the branch collar so that callus growth can readily start under normal conditions.

Any limb which may cause damage to the tree, wires or other property, or which may endanger the safety of workers or bystanders should be lowered to the ground by proper ropes. The characteristics of the work site is also taken into consideration when lowering branches.

All girdling roots visible to the eye, where practicable, should be removed with a clean cut.

Especially on thin bark species, just enough limbs are to be removed to obtain necessary results. Sucker growth, susceptibility to diseases, and sunscald result from too heavy trimming. No more than 1/3 of the canopy should be removed.

Climbing spurs are not to be used during trimming operations.

All wires are to be considered as "HOT". Any branches that accidentally fall against or hang on wires are to be pulled off by Kaukauna Utilities.

Do not top trees except where absolutely necessary for safety reasons only. Topping does not lessen the height of the tree unless repeated on a frequent basis, which weakens the tree. Also, lateral branches that are forced to become the leader have less strength and resistance to wind and other stresses.

TRIMMING OPERATIONS

A. Section Trimming:

1. The Village is divided into 5 sections. These trees will be trimmed in rotation on a 5-year cycle. All public trees are to be inspected and trimmed if needed.
2. Vehicle and pedestrian traffic must be fully warned of potential danger in the work areas.
3. Trees found to be in unsafe condition, and require major repair or surgery are to be reported.
4. Private citizens are to be treated with respect and courtesy at all times, regardless of conditions.
5. At the end of each working day, all limbs, branches, twigs, and debris shall be cleaned up before leaving work area.
6. No equipment shall be left at the work site overnight.
7. Report all unusual situations or conditions.
8. The Director of Parks, Recreation, and Forestry shall have the authority to trim, prune, remove, or spray any part of a tree that extends over public property though the tree itself stands on private property, when necessary, department staff will place a door hanger on the residents door informing them that they need to trim their private tree. Village staff will not perform work on private property when possible.

B. Spot Trimming:

1. Trim for special purpose: Safety, light clearance, traffic clearance, building clearance, house moving, and construction. These are special assignments and should be handled as such.
2. Contact with adjoining property owner shall be made before or during work assignment. Public relations are important.

- C. Storm Calls - Priority Trimming: Consideration of safety to life and property is of highest importance.
- ◆ 1st Priority - calls involving people in danger.
 - ◆ 2nd Priority - calls involving obstruction of major streets.
 - ◆ 3rd Priority - calls involving obstruction of bus routes.
 - ◆ 4th Priority - calls involving obstruction of local streets.
 - ◆ 5th Priority - calls involving obstruction of sidewalks.
 - ◆ 6th Priority - calls involving other public property.
1. Only authorized personnel will be used on storm calls.
 2. No work will be performed on the site where electrical wires are down, damaged or broken.
 3. The proper utility company must be called if any wires are damaged or broken.
 4. If damage has occurred to private property, report it to the proper authorities before leaving scene.
 5. After dark calls require special caution, climbing to be held at a minimum and only when absolutely necessary.
 6. Employees will be subject to call at any time for special assignments and/or emergency work.
 7. Employees are called in based upon the departments call in roster. First on call will be the Parks Foreman.
 8. All limbs, branches, twigs, wood, and other debris is to be neatly piled so that no interference with sidewalk, driveways, or gutter occurs. Notice to adjoining property owner must be given, so that they know when job is to be completed.

III. TREE REMOVAL POLICY

- A. Reason For Removal: Trees located in the parkway (the area between sidewalk and curb or between street lanes), parks, and other public property may be removed only when they are dead, dying, dangerous, or infected with a disease. Trees may also be removed if they are causing structural damage to sidewalk, curb, gutter, or infrastructure as deemed necessary by the Director of Parks, Recreation, and Forestry. The cost of removal will then be born by the Village.

Property owners that have trees removed due to overhead utilities may apply for a new tree through the Village terrace tree planting program. If their terrace is four feet wide or less, the owner may plant the tree on their private property. The replacement tree must be planted on the property of which a tree was removed from. Replacement trees are only allowed to be planted in the front yard with the location to be approved by the Director of Parks, Recreation, and Forestry. Trees planted on private property will not have a warranty and will not be maintained by the Village. Once the tree is planted it is the property of the property owner. Trees to be planted in the terrace will be approved first.

To allow other safe but undesirable trees to be removed, a special written appeal shall be made to the Director of Parks, Recreation, and Forestry. If the appeal is accepted, a qualified tree remover as contracted by the Director of Parks, Recreation, and Forestry will remove the tree. Such cost of removing the tree shall be born by the property owner requesting the appeal.

In areas where there is available parkway space for a tree, the Forestry Department may plant a replacement tree. The type of tree shall be selected by the Director of Parks, Recreation, and Forestry.

B. Location:

1. Check location and description of tree on work order before starting removal.
2. Check surrounding area for wires, cars, fence, toys, children, or other possible problems.

C. Safety Devices:

1. Any limb that cannot be controlled by hand while being cut off shall have a rope or ropes attached for controlled lowering. Guide for rope use: 1/2" rope to 325# safe load weight, 3/4" rope to 650# safe load weight, 1" rope to 1100# safe load weight, winch cable over 1100# safe load weight.
2. All traffic must be adequately warned and controlled during removal operations. 30" orange warning signs are used, and 28" orange cones are also used. Yellow amber lights on vehicles are used.
3. If both lanes of traffic are to be closed in the removal operations, the Police Department must be notified. The Fire Department and Valley Transit will be notified if the Parks Foreman or authorized personnel deems it necessary.
4. Climbing spurs are permitted during removal operations.

D. Clean Up:

1. Work site clean up shall be the same as the trimming operations.
2. Wood from the work site shall be transported to the Village's yard waste site.

IV. PLANTING OF TREES

- A. Special Request Terrace Trees: Trees are to be planted by special request on Village terraces. The property owner will be responsible for a co-pay per terrace tree, that is determined by the Director of Parks, Recreation, & Forestry Department through a competitive estimate process. The limit on the number of arbitrary tree plantings will be set by budget each year. A list will be made of property owners who would like a tree. The trees will be planted in the spring or the season that is best suited for the tree species on a first-come, first-serve basis. In the homeowner's application, he/she may specify a particular species of tree, but the final determination will be made by the Forestry Department to avoid dangerous and costly maintenance of trees, and to assure the "right tree" is planted for the future. New terrace trees are guaranteed for one-year from planting date, provided it was given proper care (guarantee doesn't apply to vandalism, destruction by mechanical damage, insects, rodents, neglect, or natural disasters).
- B. Existing Terrace Trees Damaged: The cost of the replacement of dead or severely damaged trees (due to vandalism, destruction by mechanical damage, or vehicles) will be born by the individual who caused the destruction. If a terrace tree dies for any other reason, and the one-year guarantee has expired, the property owner may submit a special request terrace tree application during the specified period.
- C. Deadline for Ordering Trees: The deadline for ordering trees for the yearly plantings is March 31. These young trees are given all possible care by the Forestry Department to ensure straight, healthy growth. The Director of Parks, Recreation, and Forestry is responsible for ordering the trees, and at the most reasonable prices.
- D. Planting of Trees When Streets Are Widened: When trees are removed in preparation for widening of any established street, new trees will be planted by the Village, provided that there is adequate land in the terrace to reasonably support tree growth. The new trees will be included in the street reconstruction plan set.
- E. Unimproved Street Planting: No trees shall be planted on the parkway where no curb or sidewalk exists.

V. TREE PLANTING STANDARDS

- A. Diameter of Tree Trunk: All trees planted along public streets must be of sufficient size to absorb the abuse and conditions common to street trees. Unless otherwise permitted for special reasons, the minimum size will be 8 feet high or 1 ½ "diameter.
- B. Location: Generally, all street trees shall be planted midway between the sidewalk and curb, and as follows:
 - ♦ No closer than 60 feet from the nearest corner intersection.

- ◆ At least 10 feet from driveways.
 - ◆ At least 15 feet from any utility shut off valve or hydrant.
 - ◆ At least 20 feet from any overhead street light pole.
 - ◆ No closer than 25 feet from existing trees in yard.
 - ◆ At least 5 feet of clearance from underground utilities, including water, sewer, and storm.
- C. Spacing: Minimum 40 feet. Large growing species should be 50 feet and alternate sites across the street if possible.
- D. Condition: All trees must be in healthy conditions with evidence of vigorous growth during previous year. Shade trees must have single trunks that will develop to desirable crown. Ornamental trees may be multiple stem if it can be trimmed for adequate clearance.
- E. Parkway Width: No trees will be planted where parkways are 4 feet or less in width. The Village does not recommend planting a tree in parkways with less than 6 feet. Property owners that request trees to be planted in parkways with less than 6 feet accept full responsibility for tree removal.
- F. Additional Care: Additional care will be given to newly planted trees for one year, including watering, pruning, and staking if needed.
- G. Transplanted Trees: When digging and planting trees bareroot, care must be taken to prevent unnecessary injury to roots. All broken roots to be trimmed off. When digging balled and burlaped trees, the following guide should be used to determine the diameter of the ball:

<i>Tree Diameter</i>	<i>Ball Diameter</i>	<i>Approx. Ball Weight</i>
1"	18"	160#
1½"	22"	270#
2"	24"	350#

<i>Tree Diameter</i>	<i>Ball Diameter</i>	<i>Approx. Ball Weight</i>
3"	32"	850#
4"	38"	1250#
5"	46"	2500#
6"	54"	3700#
7"	60"	4800#

8"	66"	5500#
9"	72"	7900#

Pruning all newly planted or transplanted trees will be done to remove approximately one third of the leaf buds.

- H. Planting Depth: The planting depth is controlled by tree root system and must not be more than 2" above top of roots.

VI. VARIETY OF STREET TREES PLANTED

- A. Species of Trees: The Forestry Department will determine the appropriate species of trees available to be planted in the right-of-way. As new varieties of trees are made available, consideration will be made to diversify the Village's tree inventory.

Avoid Planting These Trees:

Black Locust	Subject to borers.
Boxelder	Weak wooded, female trees attract the boxelder bug.
Poplar	Roots block sewers, weak wooded, litter of fruits.
Silver Maple	Weak wooded, buttress roots heave pavements.
Sycamore	Subject to anthracnose disease.
Willows	Roots block sewers, weak wooded, litter of twigs.
Cottonwoods	
Ash	

VII. MAINTENANCE OF NEWLY PLANTED TREES

- A. Mulching: A layer of wood chip mulch around the base of the tree will help conserve the soil moisture and also help protect the tree from lawnmower damage. The mulch should not be piled around the trunk as the heat generated and moisture retained may damage the bark.
- B. Watering: Proper watering is the most important phase of post-planting care and you can best ensure the continued growth of your tree by following these:
1. Apply the water slowly over several hours so that the tree roots are completely soaked.
 2. Do this only once a week in dry weather and once every two weeks in periods of normal rainfall.
 3. Watering trees will be conducted by the Village for one year from the time of planting.
- C. Tree Staking: The Forestry Dept will stake trees that require it (growing crooked) from settling or wind damage. The staking consists of guide flat straps and stakes.

- D. Fertilizing: The Forestry Dept does not fertilize trees. If the Director of Parks, Recreation, and Forestry recommends fertilizing, then only established trees would be fertilized when growth is slow and vigor is low. Low vigor is indicated by off-color leaves or needles and by abnormal loss of foliage. Fertilizer should be applied preferably in the early spring before leaves appear. A general-purpose fertilizer containing nitrogen, phosphorus, & potash is recommended.

VIII. TREE PROTECTION

- A. Trunks and Lines: At least 48 hours before start of construction, the contractor shall call the Director of Parks, Recreation, and Forestry to discuss problems of overhanging branches that might be damaged in spite of his exercising care in construction. Tree trunks shall be enclosed with wood slats or snow fence wired in place where contractor's operation may scar the trunk. They shall exercise care to assure tree trunks and limbs are not damaged by their operation.

Damage to branches of the trees due to the contractor's negligence will be repaired by and billed to the contractor by the Parks, Recreation, and Forestry Department.

- B. Bridging, Tunneling, Drilling, Etc: The protection of trees shall involve bridging, tunneling, drilling or boring underneath the existing trees. When applicable, the following guidelines should be followed:

- ◆ Trees with less than a 3" diameter: 2' on either side of tree with a min. 3' depth
- ◆ Trees with a 3" to 8" diameter: 4' on either side of tree with a minimum 3' depth
- ◆ Trees with more than a 8" diameter: 5' on either side of tree with a min. 4' depth

- C. Sidewalk, Driveway, And Curb & Gutter Removal: Caution should be used during removal to avoid any unnecessary damage to the tree or its root system.

Root systems on the sidewalk or driveway side of the tree shall be cut no deeper than 9 inches below the finished grade of the new walk and not more than 5 inches from the edge of the new walk or driveway.

Root systems on the curb side shall be cut not more than 2 feet behind the back of the new curb and not more than 18 inches in depth when constructing new curb and gutter.

- D. Root Care: Exposed tree roots shall be covered with mulch and watered from a period immediately following curb and gutter removal until the area is backfilled following construction. Root foundations must remain adequate to withstand heavy windstorms.

- E. Tree Replacement: The Forestry Department may remove and replace, at the contractor's expense, any tree(s) which has been determined to be excessively damaged.

- F. Moving Of Building: When moving a building, the contractor will notify the Director of Parks, Recreation, and Forestry 48 hours before the start of moving the building, and if any trimming is necessary as the building is being moved, the trimming will be performed by the Forestry Department and costs absorbed by the contractor.
- G. Open Spaces About Trees (Dumping; Damage): No person shall place or maintain upon the ground in a public highway or street of the Village of Little Chute stone, cement, lumber, or other substance or material which shall impede the free passage of water and air to any tree or shrub in such highway or street without leaving an open space of ground outside of said tree or the base of said shrub of an area not less than 16 square feet. Before depositing any such materials in any highway or street of the Village near to trees or shrubs therein, the person so depositing said material shall place such guards around the trees and shrubs as shall effectually prevent injury to them.

IX. STUMP REMOVAL PROGRAM

- A. Stump Removal Depth, Stump Chips, Seeding, Etc: The Forestry Department's stump removal program consists of removal of stumps where trees were formally standing on the street right of away. Stump removals within Village Parks and other Village owned property will be determined depending on the location of the stump. The stumps are removed to a depth 6". The Forestry Department removes the excess stump chips and black dirt is filled in the hole. The seeding of the area is the responsibility of the homeowner.
- B. Removal Operation: Stump removal is performed my Village staff. The rental of a stump grinder is necessary.
- C. Diggers Hotline: Diggers Hotline must be notified by the contracted company of the locations before the stump removal program commences. This is required so that no underground utility facilities are damaged. It takes three business days for the utilities to locate them. This not only prevents the disruption of service to the residents, but safety of the worker.

X. SAFETY PROCEDURES AND EQUIPMENT

- A. Safety Vests: All full-time and part-time employees doing Forestry Department work shall be required to properly wear a safety vest while working in the street right-of-way. Violations of the procedures shall result in disciplinary action appropriate to the seriousness of the offense.
- B. Eye, Ear, Foot, and Head Protection: All full-time and part-time employees doing Forestry Department work shall be required to wear the proper eye, ear, foot, leg and head protection if the job they are performing deems it necessary. This includes but is not limited to helmets, chaps, glasses, ear plugs, and steel toed boots.

- C. Vehicle-Mounted Elevating Work Platforms: All full-time and part-time employees shall be required to receive proper training on the procedures for vehicle-mounted elevating work platforms prior to their first use. Upon completion of training, all employees are required to sign a form that they have received the proper training and understand that violations of the procedures shall result in disciplinary action appropriate to the seriousness of the offense.
- D. Traffic Control: Employees are required to place proper signage before work area on all county highways, and other village streets if deemed necessary, to adequately warn and control approaching traffic.

XI. DISPOSAL OF WOOD MATERIAL

- A. Description of Wood Material: Tree branches, logs, large bushes (without rootball), thorny brush, evergreen branches, and Christmas trees.
- B. Cutting and Bundling: Bulky limbs and cuttings from trees, shrubs, and the like shall be cut in lengths of not less than four (4) feet and kept fairly straight for such material to be processed by the chipper. Keep items as long as possible. Brush that is less than four (4) feet in length, thorny brush, and evergreen branches must be bundled with string, not wire. The diameter of any wood material should be twelve (12) inches or less and weigh less than fifty (50) pounds. Brush that is too short in length to bundle must be placed in a plastic yard waste bag and disposed of by contacting the Public Works Department.
- C. Curbside Placement: Tree branches shall be placed curbside with the cut ends facing the same direction, preferably with cut ends facing with the direction of traffic. Branches must be neatly stacked in low piles. Mobile home park residents must bring their brush to the nearest Village street (streets within the mobile home parks do not belong to the Village). Separate piles shall be made for any logs, large bushes, thorny brush, or evergreen branches that are placed curbside for pickup. Christmas trees must be free of decorations (lights, ornaments, garland, and tinsel) and not be wrapped in any material (tree bag, cloth, etc.) when placed curbside for pickup. Wood material placed curbside should never lie in the street or on the sidewalk.
- D. Call-In Pickup Policy: Property owners/renters must call in their property address to the Parks, Recreation, and Forestry Department (423-3869) once they place wood material (other than Christmas trees) curbside for pickup. Their address is added to the chipping list, and when the list is sufficient enough to send out the chipping crew, they will be sent to the addresses on the list.
- E. Pickup Time Limitations: The Village crew will provide up to one-hour curbside brush material pickup on a day without charge to the owner/renter. If the crew feels that the amount of brush will exceed one hour, they shall leave a notice with the owner to call the Parks, Recreation, and Forestry Department to confirm that they understand that they may be charged. If the crew is at a property for over one-hour, a per hour charge will be imposed for time over one-hour, with the rate being prorated to fifteen (15) minute intervals. The per hour charge is \$150. In the event of a Village wide storm

event, the charge will not be enforced until the Director of Parks, Recreation, & Forestry determines that storm clean up is complete.

- F. Privately Hired Tree Work: If a property owner/renter hires a company to trim and/or take down trees on their property, that company or the property owner/renter is responsible for removal and disposal of all brush, logs, and material from that job. The Village will not pickup any wood material that is a result of privately hired tree work.

Village of Little Chute Housing Affordability Report, 2018



Adopted
December 18, 2019

Housing Affordability Report, 2018

Village of Little Chute

December 18, 2019

Prepared by the
East Central Wisconsin Regional Planning Commission

EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Martin Farrell, Chair
Jeff Nooyen, Vice-Chair
Eric Fowle, Secretary-Treasurer

COMMISSION MEMBERS

CALUMET COUNTY

Alice Connors
Hope Karth
Merlin Gentz
Rick Jaeckels

SHAWANO COUNTY

Jerry Erdmann
Thomas Kautza
Chuck Dallas

FOND DU LAC COUNTY

Allen Buechel
Martin Farrell
Brenda Schneider
Brian Kolstad
Charles Hornung

WAUPACA COUNTY

Dick Koeppen
James Nygaard
Brian Smith
DuWayne Federwitz

MENOMINEE COUNTY

Ruth Winter
Laure Pecore
(Jeremy Johnson, Alt.)
James Lowey

Donna Kalata
Larry Timm
Neal Strehlow

OUTAGAMIE COUNTY

Thomas Nelson
(Kara Homan, Alt.)
Daniel Rettler
Timothy Hanna
Jeff Nooyen
Michael Thomas
Kevin Sturn

WINNEBAGO COUNTY

Mark Harris
Shiloh Ramos
(David Albrecht, Alt.)
Ernie Bellin
Lori Palmeri
Ken Robl
Robert Schmeichel

EX-OFFICIO MEMBERS

Jill Michaelson, WisDOT
Ronald McDonald, Valley Transit

VILLAGE OF LITTLE CHUTE

Michael Vanden Berg, Village President

James Fenlon, Village Administrator

Laurie Decker, Village Clerk

James Moes, Director of Community Development

ABSTRACT

TITLE: Village of Little Chute Housing Affordability Report, 2018

CONTACT: Eric Fowle-Executive Director

AUTHORS: Eric Fowle-Executive Director
Kathy Thunes-Principal Planner
Kolin Erickson-Planner
Mike Zuege-GIS Coordinator

SUBJECT: Housing Affordability

DATE: December 18, 2019

PLANNING AGENCY: East Central Wisconsin Regional Planning Commission

SOURCE OF COPIES: East Central Wisconsin Regional Planning Commission
400 Ahnaip Street, Suite 100
Menasha, WI 54952
(920) 751-4770
www.ecwRPC.org

In 2018, the Wisconsin State Legislature approved new legislation which requires communities of 10,000 population or more to provide an annual report related to housing in an effort to shed light and foster change on affordable housing issues across the state. Specifically, reference Wis. Stats. 66.10013 (Housing affordability report).

TABLE OF CONTENTS

EXECUTIVE SUMMARY	1
HOUSING AFFORDABILITY REPORT REQUIREMENTS.....	1
HOUSING AFFORDABILITY DATA & RESPONSES	2
Undeveloped Parcels Zoned for Residential Development	3
Undeveloped Parcels with Available Public Facilities/Services	3
Plans & Regulations	4
Financial Impact of Plans & Regulations	6
MODIFICATION OF CONSTRUCTION & DEVELOPMENT REGULATIONS	7
Housing Demand	7
Housing Cost Burden	7
Reductions in Time and Cost	9

APPENDICES

APPENDIX A: PARCEL ANALYSIS MAPS & TABLES	A-1
APPENDIX B: FUTURE LAND USE	B-1



HOUSING AFFORDABILITY REPORT

HOUSING AFFORDABILITY REPORT

EXECUTIVE SUMMARY

In 2018, the Wisconsin State Legislature approved new legislation which requires villages and cities of 10,000 population or more to provide two separate annual reports related to housing affordability and housing fees in an effort to shed light and foster change on affordable housing issues across the state. . The Village of Little Chute, along with 11 other communities in the region, elected to contract with the East Central Wisconsin Regional Planning Commission to prepare these reports. As such, a Housing Report Advisory Team was created so that input and feedback from all communities could be considered as the reports were prepared. Specifically, this document meets the requirements for Wis. Stats. 66.10013 (Housing affordability report).

HOUSING AFFORDABILITY REPORT REQUIREMENTS

Requirements of this report include the following elements:

- (1)** In this section, “municipality” means a city or village with a population of 10,000 or more.
- (2)** Not later than January 1, 2020, a municipality shall prepare a report of the municipality's implementation of the housing element of the municipality's comprehensive plan under s. 66.1001. The municipality shall update the report annually, not later than January 31. The report shall contain all of the following:
 - a.** The number of subdivision plats, certified survey maps, condominium plats, and building permit applications approved in the prior year.
 - b.** The total number of new residential dwelling units proposed in all subdivision plats, certified survey maps, condominium plats, and building permit applications that were approved by the municipality in the prior year.
 - c.** A list and map of undeveloped parcels in the municipality that are zoned for residential development.
 - d.** A list of all undeveloped parcels in the municipality that are suitable for, but not zoned for, residential development, including vacant sites and sites that have potential for redevelopment, and a description of the zoning requirements and availability of public facilities and services for each property.
 - e.** An analysis of the municipality's residential development regulations, such as land use controls, site improvement requirements, fees and land dedication requirements,

and permit procedures. The analysis shall calculate the financial impact that each regulation has on the cost of each new subdivision. The analysis shall identify ways in which the municipality can modify its construction and development regulations, lot sizes, approval processes, and related fees. to do each of the following:

- (1) Meet existing and forecasted housing demand, and;
- (2) Reduce the time and cost necessary to approve and develop a new residential subdivision in the municipality by 20 percent.

HOUSING AFFORDABILITY DATA AND RESPONSES

Part 2A: The number of subdivision plats, certified survey maps, condominium plats, and building permit applications approved in the prior year (2018) for the Village of Little Chute is illustrated in Table 1.

Table 1: Village of Little Chute Approved Plats, CSM's and Building Permits, 2018

Subdivision Plats	Certified Survey Maps	Condominium Plats	Single Family Building Permits	2-Family Building Permits	Multi-family Building Permits	Mobile Home Building Permits
0	5	0	25	0	226	4

Part 2B: The total number of new residential dwelling units proposed in all subdivision plats, certified survey maps, condominium plats, and building permit applications that were approved by the municipality in the prior year (2018) for the Village of Little Chute is illustrated in Table 2.

Table 2: Village of Little Chute New Residential Dwelling Units Proposed and Approved within Plats and CSM's, 2018

Proposed			Approved			
Residential Dwelling Units (Subdivision Plats)	Residential Dwelling Units (Certified Survey Map)	Residential Dwelling Units (Condominium Plats)	Single Family Building Units	2-Family Building Units	Multi-family Building Units	Mobile Home Building Units
0	323	0	25	0	226	4

Parts 2C/2D: A list and map of undeveloped parcels in the municipality that are zoned for residential development. A list of all undeveloped parcels in the municipality that are suitable for, but not zoned for, residential development, including vacant sites and sites that have potential for redevelopment, and a description of the zoning requirements and availability of public facilities and services for each property.

Maps for the Village of Little Chute were developed using a variety of GIS data sources and are contained in Appendix A. From a process standpoint, these maps were developed using the following methodologies:

Undeveloped Parcels Zoned for Residential Development

1. Map 1 was created by using current tax parcel data (circa Aug., 2019). A subset of “vacant” parcels was created by selecting all parcels which had no “improvement value” on the property.
2. Current zoning districts for the Village were overlaid on this subset of vacant parcels and additional parcels were removed as necessary (i.e. stormwater ponds, larger areas of institutional lands which have no development potential, etc.).
3. The final map illustrates vacant parcels that contain “residential” zoning and those that are “non-residential” (i.e. commercial, industrial, institutional, etc.) in nature.
4. Table 3 provides the listing of parcels along with additional property characteristics.

Undeveloped Parcels with Available Public Facilities/Services

Map 2 and its associated parcel table are contained in Appendix A and were created using the aforementioned data layers, plus the inclusion of municipal water and sewer line location data.

1. Municipal sewer and water line data was obtained, typically with service lines being located in the road rights-of-way.
2. A 100-foot ‘buffer’ was applied to either side of these service lines.
3. Any of the vacant residential/non-residential zoned parcels which fell partly within this 100-foot buffer were selected to produce a map showing which undeveloped parcels have services available.

Part 2E: An analysis of the municipality's residential development regulations, such as land use controls, site improvement requirements, fees and land dedication requirements, and permit procedures. The analysis shall calculate the financial impact that each regulation has on the cost of each new subdivision. The analysis shall identify ways in which the municipality can modify its construction and development regulations, lot sizes, approval processes, and related fees to: 1) Meet existing and forecasted housing demand, and; 2) Reduce the time and cost necessary to approve and develop a new residential subdivision in the municipality by 20 percent.

Plans and Regulations

The Village of Little Chute has a number of plans, policies, regulations and fee/permit requirements which guide land use and matters pertaining to residential housing development.

The Village of Little Chute's comprehensive plan, adopted in 2016 and includes a future land use map, dated April, 2016 (Appendix B). The future land use map illustrates the preferred land use and sets forth the broad policy decisions regarding the location and types of housing that are envisioned in the future. This document is of primary importance in that it sets the tone for addressing affordable housing opportunities and guiding development decisions (Map 3). This plan addresses many aspects of housing, including affordable housing and key aspects of the plan are shown in Table 5 below which were derived from a survey sent by East Central WI RPC to the Village.

Table 5: Village of Little Chute Comprehensive Plan Summary, 2018

Question / Topic Regarding Comprehensive Plan	Response / Details
What year was your comprehensive plan adopted?	2016
Since its adoption, have amendments been made to the plan to accommodate residential development?	No
What year is next scheduled/planned 10-year update for the Comprehensive Plan?	2025
Were specific concerns about affordable housing brought up by your plan commission, business community or residents during the plan development process for your current comprehensive plan?	Yes
If yes, was affordable housing a community issue at that time, or was it alluded to as a future issue?	Yes
Were there any housing-related organizations or individuals involved in the development of the current comprehensive plan (or its housing element)?	No
Is there a dedicated municipal Committee responsible for implementing and monitoring all/portions of the housing element of the current comprehensive plan?	Yes

Question / Topic Regarding Comprehensive Plan	Response / Details
Does the housing element of the current comprehensive plan get referenced/reviewed formally during new housing development proposals (re-zonings, platting, etc.)?	Yes
Is there dedicated municipal staff which lead, or assist, in the implementation and monitoring of the current comprehensive plan's housing element?	Yes
Are there existing non-profit organizations involved in the implementation of the current comprehensive plan's housing element?	No
Were existing zoning ordinances, subdivision regulations or other codes/ordinances significantly modified after the plan's adoption to better align with the housing element?	No
Please list specific goal/objective/strategy/recommendation/action items within the housing element that have been implemented or addressed to any degree (including planned/pending implementation).	<i>PAGE 99 The Village should increase the diversity of housing options in order to attract the needs associated with the retiring baby boomers and the millennial generation. Diversity will likely mean more multi family, town house or smaller footprint owner occupied units.</i>
Are you a CDBG-Entitlement Community that has prepared an Impediments to Fair Housing study?	No
Have you completed other housing market or assessment studies?	No
What limiting factors are present which prevent your community from moving forward on further implementation of the current comprehensive plan's housing element? Please describe.	None

Additional plans, policies and regulations have been adopted by the Village to address residential housing including:

- Village of Little Chute Zoning Ordinance (Chapter 44) outlines basic land use requirements, lot sizes and property setbacks.
- Village of Little Chute Subdivision Ordinance (Chapter 42) which specifies site improvement requirements and land dedication requirements, if any.

- Plan Review and Building Permit procedures have been adopted by the Village of Little Chute and are reviewed periodically.
- Development Standards and Specifications for residential subdivisions are in place and are typically implemented through a Development Agreement. In most cases, the developer is responsible for the entire initial cost of infrastructure including, but not limited to: roads, curb, gutter, stormwater, sewer and water mains. Once the infrastructure meets the standards, the community will take ownership and be responsible for future maintenance (unless otherwise noted in the Developer's Agreement). In some cases, cost-sharing, credits, or deferred assessments will be provided. While the construction of infrastructure is a major consideration in the overall cost of housing, this report has made no attempt to calculate these costs as they can vary greatly depending on size and density of the subdivision, as well as other geographic factors. It should be noted that in general, higher density developments reduce infrastructure costs relative to low density ones. The development community has not fully utilized the ability to create such developments which therefore impacts the cost of housing.
- Fees have been adopted for various activities related to housing development. These fees are outlined in detail in the accompanying *Housing Fee Report*. The Village of Little Chute currently has several types of fees schedules published on its website which may apply to new housing development:
 - Building Permit Fee Schedule
 - Heating Fee Schedule
 - Sanitary Sewer Fee
 - Construction Site Pollutant Control Program
 - Post-construction Stormwater Management Program
 - Fees in Lieu of Dedication of Land
 - Plat Review Fees

Financial Impact of Plans and Regulations

The financial impacts of local regulations are outlined in the *Village of Little Chute Housing Fee Report (2018)*. Regulations enforced by federal and state government also contributed to the increase in costs for development, yet municipalities have no control over these regulations or the associated costs to enforce. Wisconsin has adopted a state-wide uniform building code, which establishes standards for residential dwelling units. In addition, the requirements of NR216 have substantially increased the cost of stormwater management. Under NR216, municipalities are required to reduce stormwater runoff by implementing stormwater management programs. These programs include construction site pollutant control, post-construction stormwater management, etc. Furthermore, restrictive covenants imposed by developers may also add cost to development by setting architectural guidelines, types of exterior building materials, structural design or dictating the size of a dwelling unit.

MODIFICATION OF CONSTRUCTION AND DEVELOPMENT REGULATIONS

This analysis identifies ways in which the municipality can modify its construction and development regulations, lot sizes, approval processes, and related fees in order to do each of the following: (1) Meet existing and forecasted housing demand, and; (2) Reduce the time and cost necessary to approve and develop a new residential subdivision in the municipality by 20 percent.

Housing Demand

Housing demand for the Village of Little Chute has been calculated using accepted methodologies developed by the East Central Wisconsin Regional Planning Commission. In this case, two components were evaluated: a) forecasted housing and land use demands by unit type, and; b) existing housing cost burden.

Based on WDOA data, Table 6 illustrates the forecast household growth for the Village. Since the Village has exceeded household projections, land use demands by unit type are not included in this report. It is anticipated that the Village will continue to add housing units through 2040.

Table 6: Village of Little Chute Year 2040 Household Projections

Municipality	2010	2015	2020	2025	2030	2035	2040	Diff. 2010-2040
Village of Little Chute	4,207	4,309	4,504	4,650	4,775	4,823	4,806	599

Source: WDOA, Wisconsin Demographic Services Center, *Vintage 2013 Population Projections*

Housing Cost Burden

Table 7 illustrates the current “Housing Cost Burden” for Village of Little Chute households. For any particular household income category, the corresponding number which spent 30% or more of their income on housing costs is shown. In general, those with lower incomes are more burdened. However it is interesting to note that the Village of Little Chute’s numbers indicate that homeowners and renters overall have less of a cost burden than the urbanized area average as a whole.

Table 7: Village of Little Chute and Regional Housing Burden (2013-2017)

Household Income & percent spent on housing costs	Urbanized Area Regional Total (Fox Cities, Oshkosh & Fond du Lac)		V. Little Chute	
	Totals	% of Total (30% or more)	Estimate	% of Total (30% or more)
Total Owner-occupied housing units:	70,105	18%	3,075	15%
Less than \$20,000:	4,419		143	
30 percent or more	3,905	88%	120	84%
\$20,000 to \$34,999:	8,097		279	
30 percent or more	3,746	46%	108	39%
\$35,000 to \$49,999:	8,674		455	
30 percent or more	2,473	29%	142	31%
\$50,000 to \$74,999:	15,091		691	
30 percent or more	1,898	13%	59	9%
\$75,000 or more:	33,444		1,507	
30 percent or more	807	2%	20	1%
Zero or negative income	380	n/a	0	n/a
Total Renter-occupied housing units:	39,869	42%	1,513	35%
Less than \$20,000:	10,699		364	
Less than 20 percent	176	2%	0	0%
20 to 29 percent	809	8%	19	5%
30 percent or more	9,714	91%	345	95%
\$20,000 to \$34,999:	9,811		332	
Less than 20 percent	640	7%	52	16%
20 to 29 percent	3,706	38%	144	43%
30 percent or more	5,465	56%	136	41%
\$35,000 to \$49,999:	6,751		288	
Less than 20 percent	2,187	32%	38	13%
20 to 29 percent	3,462	51%	204	71%
30 percent or more	1,102	16%	46	16%
\$50,000 to \$74,999:	6,534		299	
Less than 20 percent	4,842	74%	274	92%
20 to 29 percent	1,439	22%	25	8%
30 percent or more	253	4%	0	0%
\$75,000 or more:	4,868		163	
Less than 20 percent	4,600	94%	163	100%
20 to 29 percent	238	5%	0	0%
30 percent or more	30	1%	0	0%
Zero or negative income	447	n/a	0	n/a
No cash rent	759	n/a	67	n/a

Source: 2013-2017 ACS 5-Year Estimates, B25106

Based on this information more affordable homes and rentals are needed within the Village, particularly for those with lower incomes.

However, providing affordable housing involves more than reducing costs imposed by municipalities or revising local policies. Policies imposed by others and limited funding also

affect housing affordability. The U.S. Department of Housing and Urban Development provides housing choice vouchers for very low-income families to reduce the cost of housing. Yet, this program has not been expanded in years and does not supply a sufficient supply of vouchers to address housing affordability for renters. Other programs correspondingly provide assistance for low-income renters and homeowners but these programs likewise fall short of the needs. Banks and other financial institutions must also accept some of the responsibility since they must approve financing for affordable housing.

Reductions in Time and Cost

In order to reduce the time and cost necessary to approve and develop a new residential subdivision in the municipality by 20 percent, a number of things need to be taken into consideration.

- 1) Where exactly this burden should be placed? Should this burden be placed on the public sector entirely? Or should the private sector (homebuilders, realty professionals, etc.) share some of this burden? Housing style, design, size and materials choice make up a large portion of the cost of housing. When the development community places restrictive covenants on subdivisions, this inherently increases the costs for housing.
- 2) The cost of infrastructure and maintenance was not part of the state's requirement to analyze and include in this report yet is a critical factor for the costs associated with new housing development. Furthermore, state imposed levy limits further impact the municipalities' ability to maintain or construct new infrastructure.
- 3) Lastly, as noted in the Housing Fee Report, a number of additional costs are imposed by county, state or local entities (sanitary districts) for things such as plumbing plan reviews, utility assessments and the like. These items are not even considered in the statutory requirements for this report and not in the purview of the municipality to control.

The Village of Little Chute could, of course, simply slash the costs of its various permits and fees by 20%, thereby reducing the amount of revenue generated (see Housing Fee Report). This revenue is used by the Village to fund the necessary services and safety inspections that are required by state law and/or are simply good practice. By cutting fees 20%, it is likely that the plan review, approval and permit issuance processes will take longer due to reduced staffing and capacity.

The Village could also reduce minimum lot sizes, but would this actually encourage smaller more affordable houses? Reducing parking requirements and street width could potentially reduce the cost to build and maintain infrastructure, making housing more affordable. The added benefit is that this would not only reduce infrastructure costs but would also reduce stormwater runoff from impervious surfaces. While the Village could make a number of changes, ultimately it is whether or not the development community takes advantage of changes in order to create more affordable homes. Taking this a step further, new models of

housing development such as Cottage-Style developments or Accessory Dwelling Units (ADUs), or new public-private financing partnerships could be looked at as a way to further reduce housing costs. Partnerships with non-profit organizations such as Habitat for Humanity have also proven successful.

Reductions in time could reduce costs; however, developers and the state also play a role in the process (cost) to approve a new residential subdivision. For example an incomplete application will necessitate additional time by the developer to submit further information. Plats must be approved following state statute 236, which clearly sets out procedures which must be followed by an entity approving a plat. If the proposed development is outside of a municipality, it must first be annexed into the community. Again the process to annex properties is also laid out in the state statutes (66.0217, 66.0219, 66.0221 and 66.0223), and municipalities must follow these procedures. Municipalities may be able to incorporate additional efficiencies in the subdivision review process which may impact the time necessary to approve a plat.



APPENDICES



APPENDIX #A
PARCEL ANALYSIS MAPS & TABLES

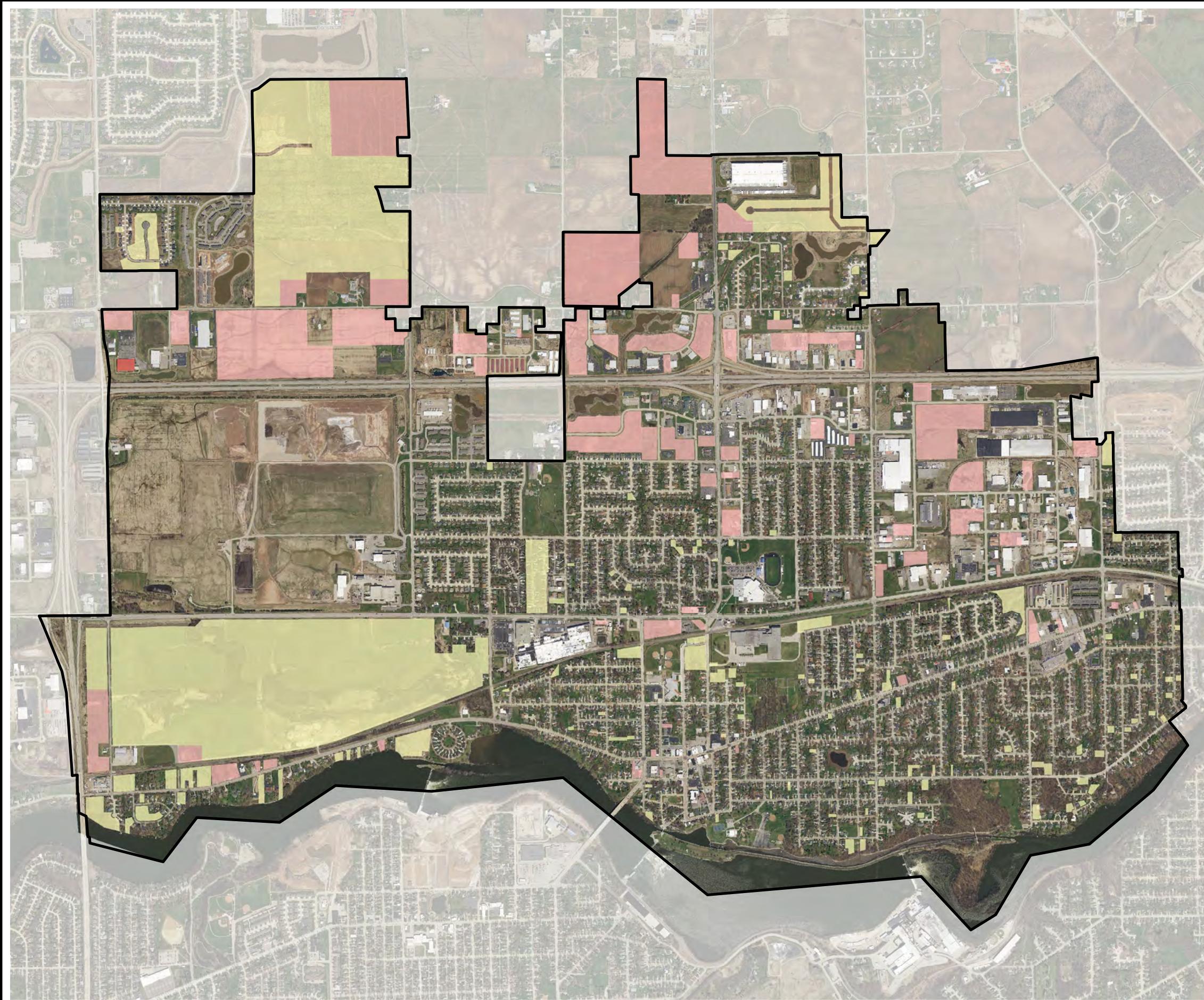


Table 3: Vacant Parcels with Residential and Non-Residential Zoning

Parcel ID	Acreage	Zoning		
		Zoning Code	Residential	Non-Residential
260034400	0.18	CB		Central Business
260053600	0.19	CB		Central Business
260054300	0.20	CB		Central Business
260054400	0.19	CB		Central Business
260055600	0.17	CB		Central Business
260055700	0.20	CB		Central Business
260063400	0.14	CB		Central Business
260063500	0.13	CB		Central Business
260067000	0.28	CB		Central Business
	1.68	CB Total		
200014200	38.45	CH		Commercial Highway District
200014700	49.10	CH		Commercial Highway District
260089602	0.76	CH		Commercial Highway District
260089603	0.60	CH		Commercial Highway District
260089700	0.32	CH		Commercial Highway District
260089900	0.22	CH		Commercial Highway District
260090000	0.53	CH		Commercial Highway District
260090100	2.52	CH		Commercial Highway District
260090301	0.35	CH		Commercial Highway District
260125703	0.16	CH		Commercial Highway District
260127805	0.51	CH		Commercial Highway District
260129502	3.39	CH		Commercial Highway District
260129515	0.50	CH		Commercial Highway District
260129710	1.90	CH		Commercial Highway District
260129712	0.48	CH		Commercial Highway District
260129908	4.26	CH		Commercial Highway District
260129911	1.63	CH		Commercial Highway District
260130000	2.01	CH		Commercial Highway District
260130001	1.00	CH		Commercial Highway District
260130010	2.22	CH		Commercial Highway District
260130200	2.67	CH		Commercial Highway District
260130500	0.27	CH		Commercial Highway District
260130900	0.14	CH		Commercial Highway District
260131100	0.44	CH		Commercial Highway District
260132517	1.48	CH		Commercial Highway District
260141401	0.33	CH		Commercial Highway District
260145505	1.76	CH		Commercial Highway District
260146100	0.47	CH		Commercial Highway District
260291201	1.71	CH		Commercial Highway District
260298400	0.48	CH		Commercial Highway District
260303800	0.26	CH		Commercial Highway District
260304400	0.37	CH		Commercial Highway District
260304500	0.31	CH		Commercial Highway District
260304600	0.48	CH		Commercial Highway District
260304700	0.41	CH		Commercial Highway District
260304800	0.42	CH		Commercial Highway District
260304900	0.44	CH		Commercial Highway District
260305000	0.32	CH		Commercial Highway District
260305100	2.18	CH		Commercial Highway District
260305201	2.57	CH		Commercial Highway District

Table 3: Vacant Parcels with Residential and Non-Residential Zoning

Parcel ID	Acreage	Zoning		
		Zoning Code	Residential	Non-Residential
260305400	0.57	CH		Commercial Highway District
260305500	1.40	CH		Commercial Highway District
260305600	1.12	CH		Commercial Highway District
260305700	1.44	CH		Commercial Highway District
260400510	2.59	CH		Commercial Highway District
260400511	4.66	CH		Commercial Highway District
260400521	0.82	CH		Commercial Highway District
260400522	2.82	CH		Commercial Highway District
260401400	0.82	CH		Commercial Highway District
260434100	0.58	CH		Commercial Highway District
260436901	1.16	CH		Commercial Highway District
260437000	2.66	CH		Commercial Highway District
260437300	2.15	CH		Commercial Highway District
260437600	1.70	CH		Commercial Highway District
260437700	1.70	CH		Commercial Highway District
260439500	0.24	CH		Commercial Highway District
260439702	1.70	CH		Commercial Highway District
260439703	4.55	CH		Commercial Highway District
260439801	0.67	CH		Commercial Highway District
260440502	3.96	CH		Commercial Highway District
260442000	1.50	CH		Commercial Highway District
260442100	1.66	CH		Commercial Highway District
260442200	1.88	CH		Commercial Highway District
260442500	0.87	CH		Commercial Highway District
260442800	1.60	CH		Commercial Highway District
260442900	1.22	CH		Commercial Highway District
260443000	1.53	CH		Commercial Highway District
260443100	1.55	CH		Commercial Highway District
260445700	1.41	CH		Commercial Highway District
260445800	1.34	CH		Commercial Highway District
260445900	1.36	CH		Commercial Highway District
260446000	1.32	CH		Commercial Highway District
260446200	1.17	CH		Commercial Highway District
260446300	1.58	CH		Commercial Highway District
260446400	2.18	CH		Commercial Highway District
260446500	1.54	CH		Commercial Highway District
260446600	1.25	CH		Commercial Highway District
260446700	1.25	CH		Commercial Highway District
260446800	1.93	CH		Commercial Highway District
260451903	34.67	CH		Commercial Highway District
260452400	0.26	CH		Commercial Highway District
228.80		CH Total		
200015300	14.98	ID		Industrial District
200016600	17.89	ID		Industrial District
200017200	2.00	ID		Industrial District
200017400	37.12	ID		Industrial District
260017601	3.01	ID		Industrial District
260127508	2.86	ID		Industrial District
260127607	1.50	ID		Industrial District
260127804	0.00	ID		Industrial District

Table 3: Vacant Parcels with Residential and Non-Residential Zoning

Parcel ID	Acreage	Zoning		
		Zoning Code	Residential	Non-Residential
260127902	0.20	ID		Industrial District
260127906	1.14	ID		Industrial District
260127909	2.15	ID		Industrial District
260274801	0.00	ID		Industrial District
260275700	0.00	ID		Industrial District
260275800	0.68	ID		Industrial District
260275900	0.68	ID		Industrial District
260276000	0.37	ID		Industrial District
260278300	1.42	ID		Industrial District
260278400	3.07	ID		Industrial District
260278500	6.30	ID		Industrial District
260278702	0.00	ID		Industrial District
260407100	2.40	ID		Industrial District
260425300	2.23	ID		Industrial District
260426100	2.97	ID		Industrial District
260426200	2.97	ID		Industrial District
260426300	2.97	ID		Industrial District
260426400	2.97	ID		Industrial District
260426500	8.17	ID		Industrial District
260430800	0.71	ID		Industrial District
260439800	15.84	ID		Industrial District
260440101	13.90	ID		Industrial District
260440200	5.17	ID		Industrial District
260440201	11.39	ID		Industrial District
260440300	9.84	ID		Industrial District
260440303	4.17	ID		Industrial District
260440400	8.74	ID		Industrial District
	189.81	ID Total		
260132301	5.15	MH	Mobile Home District	
260132500	4.72	MH	Mobile Home District	
	9.87	MH Total		
200014100	10.00	RC	Residential Single-Family	
200014300	35.00	RC	Residential Single-Family	
200014500	26.67	RC	Residential Single-Family	
200014700	49.10	RC	Residential Single-Family	
260002900	0.17	RC	Residential Single-Family	
260003900	0.11	RC	Residential Single-Family	
260014501	0.20	RC	Residential Single-Family	
260017200	0.28	RC	Residential Single-Family	
260018401	0.48	RC	Residential Single-Family	
260018803	0.37	RC	Residential Single-Family	
260019403	0.26	RC	Residential Single-Family	
260020200	0.17	RC	Residential Single-Family	
260020300	0.16	RC	Residential Single-Family	
260024401	0.16	RC	Residential Single-Family	
260039100	0.20	RC	Residential Single-Family	
260052500	0.15	RC	Residential Single-Family	
260061600	0.16	RC	Residential Single-Family	
260072700	0.12	RC	Residential Single-Family	
260076000	0.22	RC	Residential Single-Family	

Table 3: Vacant Parcels with Residential and Non-Residential Zoning

Parcel ID	Acreage	Zoning		
		Zoning Code	Residential	Non-Residential
260078800	0.23	RC	Residential Single-Family	
260079100	0.21	RC	Residential Single-Family	
260079500	0.28	RC	Residential Single-Family	
260081300	0.26	RC	Residential Single-Family	
260081400	0.23	RC	Residential Single-Family	
260081500	0.27	RC	Residential Single-Family	
260081600	0.24	RC	Residential Single-Family	
260082000	0.19	RC	Residential Single-Family	
260082100	0.21	RC	Residential Single-Family	
260085800	0.21	RC	Residential Single-Family	
260085900	0.23	RC	Residential Single-Family	
260086000	0.25	RC	Residential Single-Family	
260086100	0.25	RC	Residential Single-Family	
260086200	0.25	RC	Residential Single-Family	
260086300	0.26	RC	Residential Single-Family	
260086500	0.25	RC	Residential Single-Family	
260086600	0.25	RC	Residential Single-Family	
260086700	0.32	RC	Residential Single-Family	
260086800	0.27	RC	Residential Single-Family	
260087001	0.33	RC	Residential Single-Family	
260087100	0.23	RC	Residential Single-Family	
260087200	0.41	RC	Residential Single-Family	
260087400	0.47	RC	Residential Single-Family	
260087500	0.11	RC	Residential Single-Family	
260087600	0.13	RC	Residential Single-Family	
260096810	0.14	RC	Residential Single-Family	
260103901	0.26	RC	Residential Single-Family	
260104401	0.21	RC	Residential Single-Family	
260105300	0.33	RC	Residential Single-Family	
260105400	0.78	RC	Residential Single-Family	
260105500	0.23	RC	Residential Single-Family	
260107300	0.15	RC	Residential Single-Family	
260110900	0.18	RC	Residential Single-Family	
260111600	0.21	RC	Residential Single-Family	
260111700	0.22	RC	Residential Single-Family	
260112301	0.17	RC	Residential Single-Family	
260112302	0.23	RC	Residential Single-Family	
260112303	0.21	RC	Residential Single-Family	
260112304	0.11	RC	Residential Single-Family	
260120400	0.16	RC	Residential Single-Family	
260123400	0.40	RC	Residential Single-Family	
260127301	0.59	RC	Residential Single-Family	
260127517	1.33	RC	Residential Single-Family	
260127518	1.54	RC	Residential Single-Family	
260128502	0.20	RC	Residential Single-Family	
260133400	0.19	RC	Residential Single-Family	
260141502	0.25	RC	Residential Single-Family	
260142100	0.33	RC	Residential Single-Family	
260142802	0.24	RC	Residential Single-Family	
260146201	0.49	RC	Residential Single-Family	
260146302	0.42	RC	Residential Single-Family	

Table 3: Vacant Parcels with Residential and Non-Residential Zoning

Parcel ID	Acreage	Zoning		
		Zoning Code	Residential	Non-Residential
260146501	0.52	RC	Residential Single-Family	
260157500	0.17	RC	Residential Single-Family	
260163100	0.30	RC	Residential Single-Family	
260163200	0.16	RC	Residential Single-Family	
260163500	0.30	RC	Residential Single-Family	
260164400	0.19	RC	Residential Single-Family	
260166800	0.21	RC	Residential Single-Family	
260170800	0.22	RC	Residential Single-Family	
260171600	0.23	RC	Residential Single-Family	
260175800	0.20	RC	Residential Single-Family	
260176100	0.38	RC	Residential Single-Family	
260180400	0.23	RC	Residential Single-Family	
260180900	0.23	RC	Residential Single-Family	
260186400	0.26	RC	Residential Single-Family	
260187200	0.21	RC	Residential Single-Family	
260190000	0.25	RC	Residential Single-Family	
260193000	0.25	RC	Residential Single-Family	
260194200	0.22	RC	Residential Single-Family	
260194500	0.22	RC	Residential Single-Family	
260204000	0.19	RC	Residential Single-Family	
260204300	0.62	RC	Residential Single-Family	
260205700	0.36	RC	Residential Single-Family	
260225000	0.42	RC	Residential Single-Family	
260229002	0.36	RC	Residential Single-Family	
260237400	0.22	RC	Residential Single-Family	
260237600	0.25	RC	Residential Single-Family	
260238400	0.45	RC	Residential Single-Family	
260254100	0.25	RC	Residential Single-Family	
260256000	0.29	RC	Residential Single-Family	
260272500	0.56	RC	Residential Single-Family	
260280400	0.32	RC	Residential Single-Family	
260293600	0.26	RC	Residential Single-Family	
260297200	0.22	RC	Residential Single-Family	
260297300	0.17	RC	Residential Single-Family	
260297400	0.20	RC	Residential Single-Family	
260297600	0.24	RC	Residential Single-Family	
260297900	0.26	RC	Residential Single-Family	
260300701	4.75	RC	Residential Single-Family	
260300800	4.07	RC	Residential Single-Family	
260307000	0.00	RC	Residential Single-Family	
260307900	0.36	RC	Residential Single-Family	
260308000	0.26	RC	Residential Single-Family	
260308700	0.27	RC	Residential Single-Family	
260308900	0.33	RC	Residential Single-Family	
260309000	0.39	RC	Residential Single-Family	
260309400	0.29	RC	Residential Single-Family	
260309500	0.32	RC	Residential Single-Family	
260309600	0.34	RC	Residential Single-Family	
260309700	0.42	RC	Residential Single-Family	
260312700	0.39	RC	Residential Single-Family	
260312800	0.35	RC	Residential Single-Family	

Table 3: Vacant Parcels with Residential and Non-Residential Zoning

Parcel ID	Acreage	Zoning		
		Zoning Code	Residential	Non-Residential
260312900	0.43	RC	Residential Single-Family	
260313000	0.28	RC	Residential Single-Family	
260319000	4.97	RC	Residential Single-Family	
260400800	15.00	RC	Residential Single-Family	
260400900	2.25	RC	Residential Single-Family	
260401100	35.79	RC	Residential Single-Family	
260401200	20.00	RC	Residential Single-Family	
260401300	42.17	RC	Residential Single-Family	
260402000	0.51	RC	Residential Single-Family	
260402100	0.43	RC	Residential Single-Family	
260402901	0.65	RC	Residential Single-Family	
260403000	18.78	RC	Residential Single-Family	
260403100	15.12	RC	Residential Single-Family	
260403200	22.60	RC	Residential Single-Family	
260403300	3.48	RC	Residential Single-Family	
260403301	24.83	RC	Residential Single-Family	
260403400	23.93	RC	Residential Single-Family	
260403500	0.45	RC	Residential Single-Family	
260403600	34.50	RC	Residential Single-Family	
260403601	1.00	RC	Residential Single-Family	
260403602	1.00	RC	Residential Single-Family	
260403700	23.96	RC	Residential Single-Family	
260403800	0.32	RC	Residential Single-Family	
260405000	0.21	RC	Residential Single-Family	
260405100	0.21	RC	Residential Single-Family	
260405200	0.82	RC	Residential Single-Family	
260405201	0.32	RC	Residential Single-Family	
260405300	0.42	RC	Residential Single-Family	
260405400	0.30	RC	Residential Single-Family	
260405600	0.99	RC	Residential Single-Family	
260405700	1.00	RC	Residential Single-Family	
260405800	0.54	RC	Residential Single-Family	
260405900	0.42	RC	Residential Single-Family	
260406000	0.34	RC	Residential Single-Family	
260406800	0.32	RC	Residential Single-Family	
260406900	0.44	RC	Residential Single-Family	
260407000	0.92	RC	Residential Single-Family	
260407200	0.63	RC	Residential Single-Family	
260407400	0.40	RC	Residential Single-Family	
260407600	1.05	RC	Residential Single-Family	
260407800	0.83	RC	Residential Single-Family	
260407900	0.50	RC	Residential Single-Family	
260408100	0.23	RC	Residential Single-Family	
260408200	0.36	RC	Residential Single-Family	
260408300	0.29	RC	Residential Single-Family	
260408400	0.27	RC	Residential Single-Family	
260408500	1.23	RC	Residential Single-Family	
260408600	0.41	RC	Residential Single-Family	
260409200	0.41	RC	Residential Single-Family	
260409400	0.41	RC	Residential Single-Family	
260409500	0.41	RC	Residential Single-Family	

Table 3: Vacant Parcels with Residential and Non-Residential Zoning

Parcel ID	Acreage	Zoning		
		Zoning Code	Residential	Non-Residential
260409600	0.37	RC	Residential Single-Family	
260409700	0.34	RC	Residential Single-Family	
260409800	0.18	RC	Residential Single-Family	
260409900	0.27	RC	Residential Single-Family	
260411700	0.33	RC	Residential Single-Family	
260411900	0.41	RC	Residential Single-Family	
260419700	0.33	RC	Residential Single-Family	
260421307	0.57	RC	Residential Single-Family	
260432100	0.41	RC	Residential Single-Family	
260433700	0.25	RC	Residential Single-Family	
260434200	0.33	RC	Residential Single-Family	
260434300	0.25	RC	Residential Single-Family	
260436400	0.59	RC	Residential Single-Family	
260441113	0.00	RC	Residential Single-Family	
260441114	0.00	RC	Residential Single-Family	
260441115	0.00	RC	Residential Single-Family	
260441116	0.00	RC	Residential Single-Family	
260441117	0.00	RC	Residential Single-Family	
260441118	0.00	RC	Residential Single-Family	
260441119	0.00	RC	Residential Single-Family	
260441120	0.00	RC	Residential Single-Family	
260441121	0.00	RC	Residential Single-Family	
260441122	0.00	RC	Residential Single-Family	
260441123	0.00	RC	Residential Single-Family	
260441124	0.00	RC	Residential Single-Family	
260441125	0.00	RC	Residential Single-Family	
260441126	0.00	RC	Residential Single-Family	
260441127	0.00	RC	Residential Single-Family	
260441128	0.00	RC	Residential Single-Family	
260441129	0.00	RC	Residential Single-Family	
260441130	0.00	RC	Residential Single-Family	
260441131	0.00	RC	Residential Single-Family	
260441132	0.00	RC	Residential Single-Family	
260441133	0.00	RC	Residential Single-Family	
260441134	0.00	RC	Residential Single-Family	
260441135	0.00	RC	Residential Single-Family	
260441136	0.00	RC	Residential Single-Family	
260441137	0.00	RC	Residential Single-Family	
260441138	0.00	RC	Residential Single-Family	
260441139	0.00	RC	Residential Single-Family	
260441140	0.00	RC	Residential Single-Family	
260441146	0.00	RC	Residential Single-Family	
260441401	1.66	RC	Residential Single-Family	
260444700	0.46	RC	Residential Single-Family	
260450100	0.39	RC	Residential Single-Family	
260451903	34.67	RC	Residential Single-Family	
260451903	34.67	RC	Residential Single-Family	
260451903	34.67	RC	Residential Single-Family	
	581.10	RC Total		
260131805	0.55	RM	Residential Multi-Family	

Table 3: Vacant Parcels with Residential and Non-Residential Zoning

Parcel ID	Acreage	Zoning		
		Zoning Code	Residential	Non-Residential
260298700	5.05	RM	Residential Multi-Family	
260446900	29.62	RM	Residential Multi-Family	
260446900	29.62	RM	Residential Multi-Family	
	64.84	RM Total		
260051100	0.35	RT	Residential Two-Family	
260051200	0.17	RT	Residential Two-Family	
260093901	0.14	RT	Residential Two-Family	
260140801	0.21	RT	Residential Two-Family	
260175300	0.11	RT	Residential Two-Family	
260188600	0.12	RT	Residential Two-Family	
260189400	0.14	RT	Residential Two-Family	
260202000	0.19	RT	Residential Two-Family	
260204201	1.60	RT	Residential Two-Family	
260210800	0.29	RT	Residential Two-Family	
260223000	0.12	RT	Residential Two-Family	
260306000	2.99	RT	Residential Two-Family	
260325400	0.31	RT	Residential Two-Family	
260410802	1.15	RT	Residential Two-Family	
260447000	13.33	RT	Residential Two-Family	
260447100	13.26	RT	Residential Two-Family	
260449600	0.30	RT	Residential Two-Family	
260451903	34.67	RT	Residential Two-Family	
	69.45	RT Total		
	1145.55	Grand Total		

Map 2 Vacant Residential/Non-Residential Parcels with Services

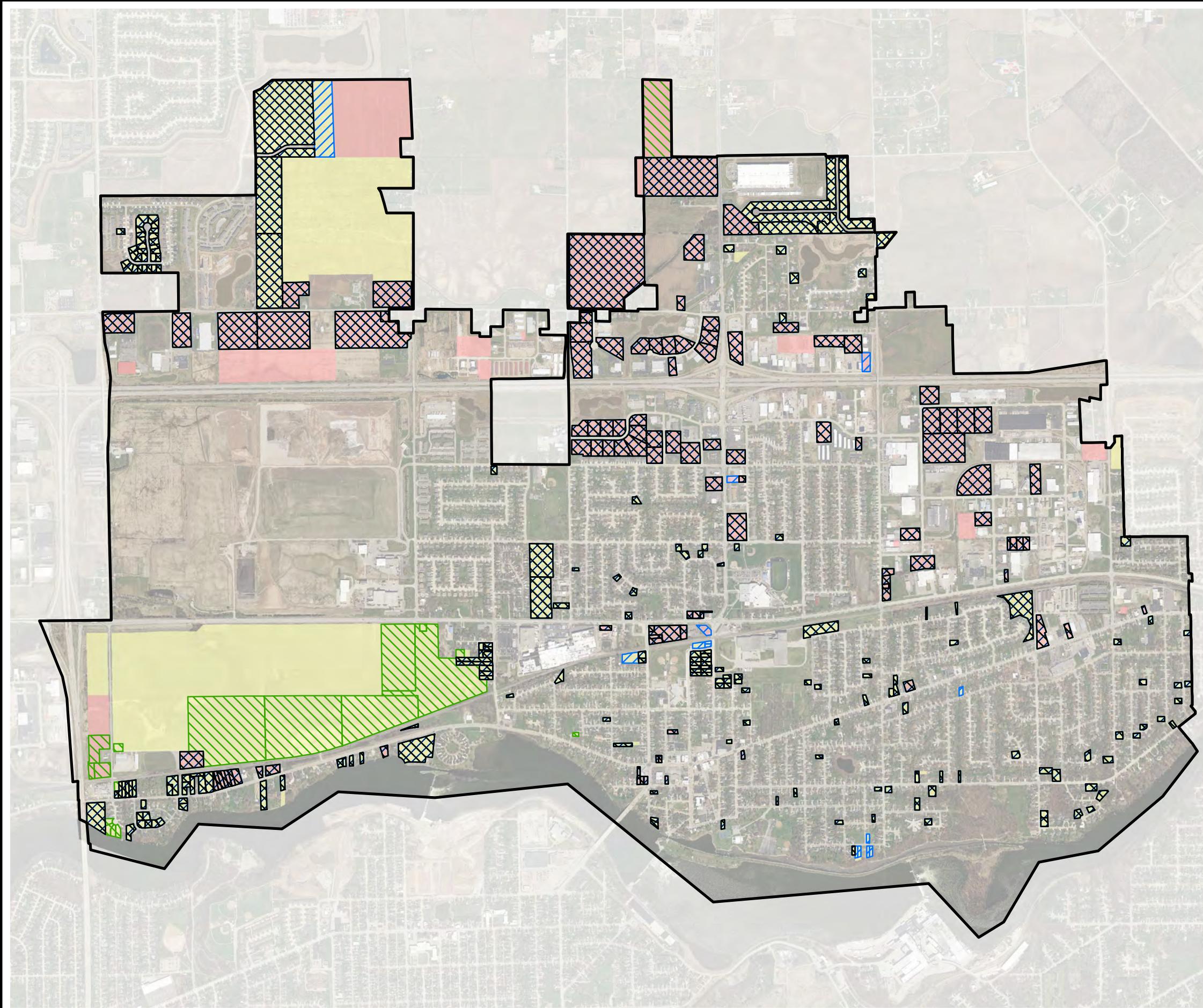


Table 4: Vacant Residential and Non-Residential Parcels with Services

Parcel ID	Acreage	Zoning			Water	Sewer
		Zoning Code	Residential	Non-Residential		
260034400	0.18	CB		Central Business	Yes	Yes
260053600	0.19	CB		Central Business	Yes	Yes
260054300	0.20	CB		Central Business	Yes	Yes
260054400	0.19	CB		Central Business	Yes	Yes
260055600	0.17	CB		Central Business	Yes	Yes
260055700	0.20	CB		Central Business	Yes	Yes
260063400	0.14	CB		Central Business	Yes	Yes
260063500	0.13	CB		Central Business	Yes	Yes
260067000	0.28	CB		Central Business	Yes	Yes
		1.68	CB Total			
200014700	49.10	CH		Commercial Highway District	Yes	Yes
260089602	0.76	CH		Commercial Highway District	Yes	Yes
260089603	0.60	CH		Commercial Highway District	Yes	No
260089700	0.32	CH		Commercial Highway District	Yes	Yes
260089900	0.22	CH		Commercial Highway District	Yes	Yes
260090000	0.53	CH		Commercial Highway District	Yes	Yes
260090100	2.52	CH		Commercial Highway District	Yes	Yes
260090301	0.35	CH		Commercial Highway District	Yes	Yes
260125703	0.16	CH		Commercial Highway District	Yes	Yes
260127805	0.51	CH		Commercial Highway District	Yes	Yes
260129502	3.39	CH		Commercial Highway District	Yes	Yes
260129515	0.50	CH		Commercial Highway District	Yes	No
260129710	1.90	CH		Commercial Highway District	Yes	Yes
260129712	0.48	CH		Commercial Highway District	Yes	Yes
260129911	1.63	CH		Commercial Highway District	Yes	Yes
260130000	2.01	CH		Commercial Highway District	Yes	Yes
260130001	1.00	CH		Commercial Highway District	Yes	No
260130010	2.22	CH		Commercial Highway District	Yes	Yes
260130200	2.67	CH		Commercial Highway District	Yes	Yes
260130500	0.27	CH		Commercial Highway District	Yes	Yes
260130900	0.14	CH		Commercial Highway District	Yes	Yes
260131100	0.44	CH		Commercial Highway District	Yes	Yes
260132517	1.48	CH		Commercial Highway District	Yes	Yes
260145505	1.76	CH		Commercial Highway District	Yes	Yes
260146100	0.47	CH		Commercial Highway District	Yes	Yes
260291201	1.71	CH		Commercial Highway District	Yes	Yes
260298400	0.48	CH		Commercial Highway District	Yes	Yes
260303800	0.26	CH		Commercial Highway District	Yes	Yes
260304400	0.37	CH		Commercial Highway District	Yes	Yes
260304500	0.31	CH		Commercial Highway District	Yes	Yes
260304600	0.48	CH		Commercial Highway District	Yes	Yes
260304700	0.41	CH		Commercial Highway District	Yes	Yes
260304800	0.42	CH		Commercial Highway District	Yes	Yes
260304900	0.44	CH		Commercial Highway District	Yes	Yes
260305000	0.32	CH		Commercial Highway District	Yes	Yes
260305201	2.57	CH		Commercial Highway District	No	Yes
260305500	1.40	CH		Commercial Highway District	No	Yes
260305600	1.12	CH		Commercial Highway District	No	Yes
260400510	2.59	CH		Commercial Highway District	Yes	Yes
260400511	4.66	CH		Commercial Highway District	Yes	Yes
260400521	0.82	CH		Commercial Highway District	Yes	Yes

Table 4: Vacant Residential and Non-Residential Parcels with Services

Parcel ID	Acreage	Zoning			Water	Sewer
		Zoning Code	Residential	Non-Residential		
260400522	2.82	CH		Commercial Highway District	Yes	Yes
260401400	0.82	CH		Commercial Highway District	Yes	Yes
260434100	0.58	CH		Commercial Highway District	Yes	Yes
260436901	1.16	CH		Commercial Highway District	Yes	Yes
260437000	2.66	CH		Commercial Highway District	Yes	Yes
260437300	2.15	CH		Commercial Highway District	Yes	Yes
260437600	1.70	CH		Commercial Highway District	Yes	Yes
260437700	1.70	CH		Commercial Highway District	Yes	Yes
260439801	0.67	CH		Commercial Highway District	Yes	Yes
260440502	3.96	CH		Commercial Highway District	Yes	Yes
260442000	1.50	CH		Commercial Highway District	Yes	Yes
260442100	1.66	CH		Commercial Highway District	Yes	Yes
260442200	1.88	CH		Commercial Highway District	Yes	Yes
260442500	0.87	CH		Commercial Highway District	Yes	Yes
260442800	1.60	CH		Commercial Highway District	Yes	Yes
260442900	1.22	CH		Commercial Highway District	Yes	Yes
260443000	1.53	CH		Commercial Highway District	Yes	Yes
260443100	1.55	CH		Commercial Highway District	Yes	Yes
260445700	1.41	CH		Commercial Highway District	Yes	Yes
260445800	1.34	CH		Commercial Highway District	Yes	Yes
260445900	1.36	CH		Commercial Highway District	Yes	Yes
260446000	1.32	CH		Commercial Highway District	Yes	Yes
260446200	1.17	CH		Commercial Highway District	Yes	Yes
260446300	1.58	CH		Commercial Highway District	Yes	Yes
260446400	2.18	CH		Commercial Highway District	Yes	Yes
260446500	1.54	CH		Commercial Highway District	Yes	Yes
260446600	1.25	CH		Commercial Highway District	Yes	Yes
260446700	1.25	CH		Commercial Highway District	Yes	Yes
260446800	1.93	CH		Commercial Highway District	Yes	Yes
260451903	34.67	CH		Commercial Highway District	Yes	Yes
260452400	0.26	CH		Commercial Highway District	Yes	Yes
175.08		CH Total				
200015300	14.98	ID		Industrial District	No	Yes
200016600	17.89	ID		Industrial District	Yes	Yes
200017400	37.12	ID		Industrial District	Yes	Yes
260017601	3.01	ID		Industrial District	Yes	Yes
260127607	1.50	ID		Industrial District	Yes	Yes
260127902	0.20	ID		Industrial District	Yes	Yes
260127906	1.14	ID		Industrial District	Yes	Yes
260127909	2.15	ID		Industrial District	Yes	Yes
260274801	0.00	ID		Industrial District	Yes	Yes
260275700	0.00	ID		Industrial District	Yes	Yes
260275800	0.68	ID		Industrial District	Yes	Yes
260275900	0.68	ID		Industrial District	Yes	Yes
260276000	0.37	ID		Industrial District	Yes	Yes
260278300	1.42	ID		Industrial District	Yes	Yes
260278500	6.30	ID		Industrial District	Yes	Yes
260278702	0.00	ID		Industrial District	Yes	Yes
260407100	2.40	ID		Industrial District	Yes	Yes
260425300	2.23	ID		Industrial District	Yes	Yes
260426100	2.97	ID		Industrial District	Yes	Yes

Table 4: Vacant Residential and Non-Residential Parcels with Services

Parcel ID	Acreage	Zoning			Water	Sewer
		Zoning Code	Residential	Non-Residential		
260426200	2.97	ID		Industrial District	Yes	Yes
260426300	2.97	ID		Industrial District	Yes	Yes
260426400	2.97	ID		Industrial District	Yes	Yes
260426500	8.17	ID		Industrial District	Yes	Yes
260430800	0.71	ID		Industrial District	Yes	Yes
260439800	15.84	ID		Industrial District	Yes	Yes
260440101	13.90	ID		Industrial District	Yes	Yes
260440300	9.84	ID		Industrial District	Yes	Yes
260440303	4.17	ID		Industrial District	Yes	Yes
	156.58	ID Total				
260132301	5.15	MH	Mobile Home District		Yes	Yes
260132500	4.72	MH	Mobile Home District		Yes	Yes
	9.87	MH Total				
200014100	10.00	RC	Residential Single-Family		Yes	No
260002900	0.17	RC	Residential Single-Family		Yes	Yes
260003900	0.11	RC	Residential Single-Family		Yes	Yes
260014501	0.20	RC	Residential Single-Family		Yes	Yes
260017200	0.28	RC	Residential Single-Family		Yes	Yes
260018401	0.48	RC	Residential Single-Family		Yes	Yes
260018803	0.37	RC	Residential Single-Family		Yes	Yes
260019403	0.26	RC	Residential Single-Family		Yes	Yes
260020200	0.17	RC	Residential Single-Family		Yes	Yes
260020300	0.16	RC	Residential Single-Family		Yes	Yes
260024401	0.16	RC	Residential Single-Family		Yes	Yes
260039100	0.20	RC	Residential Single-Family		Yes	Yes
260052500	0.15	RC	Residential Single-Family		Yes	Yes
260072700	0.12	RC	Residential Single-Family		Yes	Yes
260076000	0.22	RC	Residential Single-Family		Yes	Yes
260078800	0.23	RC	Residential Single-Family		Yes	Yes
260079100	0.21	RC	Residential Single-Family		Yes	Yes
260079500	0.28	RC	Residential Single-Family		Yes	Yes
260081300	0.26	RC	Residential Single-Family		Yes	Yes
260081400	0.23	RC	Residential Single-Family		Yes	Yes
260081500	0.27	RC	Residential Single-Family		Yes	Yes
260081600	0.24	RC	Residential Single-Family		Yes	Yes
260082000	0.19	RC	Residential Single-Family		Yes	Yes
260082100	0.21	RC	Residential Single-Family		Yes	Yes
260085800	0.21	RC	Residential Single-Family		Yes	Yes
260085900	0.23	RC	Residential Single-Family		Yes	Yes
260086000	0.25	RC	Residential Single-Family		Yes	Yes
260086100	0.25	RC	Residential Single-Family		Yes	Yes
260086200	0.25	RC	Residential Single-Family		Yes	Yes
260086300	0.26	RC	Residential Single-Family		Yes	Yes
260086500	0.25	RC	Residential Single-Family		Yes	Yes
260086600	0.25	RC	Residential Single-Family		Yes	Yes
260086700	0.32	RC	Residential Single-Family		Yes	Yes
260086800	0.27	RC	Residential Single-Family		Yes	Yes
260087001	0.33	RC	Residential Single-Family		Yes	Yes
260087100	0.23	RC	Residential Single-Family		Yes	Yes
260087200	0.41	RC	Residential Single-Family		Yes	Yes
260087400	0.47	RC	Residential Single-Family		Yes	No

Table 4: Vacant Residential and Non-Residential Parcels with Services

Parcel ID	Acreage	Zoning			Water	Sewer
		Zoning Code	Residential	Non-Residential		
260087500	0.11	RC	Residential Single-Family		Yes	No
260087600	0.13	RC	Residential Single-Family		Yes	No
260096810	0.14	RC	Residential Single-Family		Yes	Yes
260103901	0.26	RC	Residential Single-Family		Yes	Yes
260104401	0.21	RC	Residential Single-Family		Yes	Yes
260105300	0.33	RC	Residential Single-Family		Yes	Yes
260105400	0.78	RC	Residential Single-Family		Yes	No
260105500	0.23	RC	Residential Single-Family		Yes	Yes
260107300	0.15	RC	Residential Single-Family		Yes	Yes
260110900	0.18	RC	Residential Single-Family		Yes	No
260111600	0.21	RC	Residential Single-Family		Yes	No
260111700	0.22	RC	Residential Single-Family		Yes	No
260112301	0.17	RC	Residential Single-Family		Yes	Yes
260112302	0.23	RC	Residential Single-Family		Yes	No
260112303	0.21	RC	Residential Single-Family		Yes	No
260120400	0.16	RC	Residential Single-Family		Yes	Yes
260123400	0.40	RC	Residential Single-Family		Yes	Yes
260127301	0.59	RC	Residential Single-Family		Yes	Yes
260128502	0.20	RC	Residential Single-Family		Yes	Yes
260133400	0.19	RC	Residential Single-Family		Yes	No
260141502	0.25	RC	Residential Single-Family		Yes	Yes
260142100	0.33	RC	Residential Single-Family		Yes	Yes
260142802	0.24	RC	Residential Single-Family		Yes	Yes
260146201	0.49	RC	Residential Single-Family		Yes	Yes
260146302	0.42	RC	Residential Single-Family		Yes	Yes
260146501	0.52	RC	Residential Single-Family		Yes	Yes
260157500	0.17	RC	Residential Single-Family		Yes	Yes
260163100	0.30	RC	Residential Single-Family		Yes	Yes
260163500	0.30	RC	Residential Single-Family		Yes	Yes
260164400	0.19	RC	Residential Single-Family		Yes	Yes
260166800	0.21	RC	Residential Single-Family		Yes	Yes
260170800	0.22	RC	Residential Single-Family		Yes	Yes
260171600	0.23	RC	Residential Single-Family		Yes	Yes
260175800	0.20	RC	Residential Single-Family		Yes	Yes
260176100	0.38	RC	Residential Single-Family		Yes	Yes
260180400	0.23	RC	Residential Single-Family		Yes	Yes
260180900	0.23	RC	Residential Single-Family		Yes	Yes
260186400	0.26	RC	Residential Single-Family		Yes	Yes
260187200	0.21	RC	Residential Single-Family		Yes	Yes
260190000	0.25	RC	Residential Single-Family		Yes	Yes
260193000	0.25	RC	Residential Single-Family		Yes	Yes
260194200	0.22	RC	Residential Single-Family		Yes	Yes
260194500	0.22	RC	Residential Single-Family		Yes	Yes
260204000	0.19	RC	Residential Single-Family		Yes	Yes
260204300	0.62	RC	Residential Single-Family		Yes	Yes
260205700	0.36	RC	Residential Single-Family		Yes	Yes
260225000	0.42	RC	Residential Single-Family		Yes	Yes
260229002	0.36	RC	Residential Single-Family		Yes	Yes
260237400	0.22	RC	Residential Single-Family		Yes	Yes
260237600	0.25	RC	Residential Single-Family		Yes	Yes
260238400	0.45	RC	Residential Single-Family		Yes	Yes

Table 4: Vacant Residential and Non-Residential Parcels with Services

Parcel ID	Acreage	Zoning			Water	Sewer
		Zoning Code	Residential	Non-Residential		
260254100	0.25	RC	Residential Single-Family		Yes	Yes
260256000	0.29	RC	Residential Single-Family		Yes	Yes
260272500	0.56	RC	Residential Single-Family		Yes	Yes
260280400	0.32	RC	Residential Single-Family		Yes	Yes
260293600	0.26	RC	Residential Single-Family		Yes	Yes
260297200	0.22	RC	Residential Single-Family		Yes	Yes
260297300	0.17	RC	Residential Single-Family		Yes	Yes
260297400	0.20	RC	Residential Single-Family		Yes	Yes
260297600	0.24	RC	Residential Single-Family		Yes	Yes
260297900	0.26	RC	Residential Single-Family		Yes	Yes
260307000	0.00	RC	Residential Single-Family		Yes	Yes
260307900	0.36	RC	Residential Single-Family		Yes	Yes
260308000	0.26	RC	Residential Single-Family		Yes	Yes
260308700	0.27	RC	Residential Single-Family		Yes	Yes
260308900	0.33	RC	Residential Single-Family		Yes	Yes
260309000	0.39	RC	Residential Single-Family		Yes	Yes
260309400	0.29	RC	Residential Single-Family		Yes	Yes
260309500	0.32	RC	Residential Single-Family		Yes	Yes
260309600	0.34	RC	Residential Single-Family		Yes	Yes
260309700	0.42	RC	Residential Single-Family		Yes	Yes
260312700	0.39	RC	Residential Single-Family		No	Yes
260312800	0.35	RC	Residential Single-Family		No	Yes
260312900	0.43	RC	Residential Single-Family		No	Yes
260313000	0.28	RC	Residential Single-Family		No	Yes
260319000	4.97	RC	Residential Single-Family		Yes	Yes
260400800	15.00	RC	Residential Single-Family		No	Yes
260401300	42.17	RC	Residential Single-Family		No	Yes
260402100	0.43	RC	Residential Single-Family		Yes	Yes
260402901	0.65	RC	Residential Single-Family		Yes	Yes
260403000	18.78	RC	Residential Single-Family		No	Yes
260403600	34.50	RC	Residential Single-Family		No	Yes
260403700	23.96	RC	Residential Single-Family		No	Yes
260403800	0.32	RC	Residential Single-Family		No	Yes
260405000	0.21	RC	Residential Single-Family		Yes	Yes
260405100	0.21	RC	Residential Single-Family		Yes	Yes
260405200	0.82	RC	Residential Single-Family		Yes	Yes
260405201	0.32	RC	Residential Single-Family		Yes	Yes
260405300	0.42	RC	Residential Single-Family		No	Yes
260405600	0.99	RC	Residential Single-Family		Yes	Yes
260405700	1.00	RC	Residential Single-Family		Yes	Yes
260405800	0.54	RC	Residential Single-Family		Yes	Yes
260405900	0.42	RC	Residential Single-Family		Yes	Yes
260406000	0.34	RC	Residential Single-Family		Yes	Yes
260406900	0.44	RC	Residential Single-Family		No	Yes
260407600	1.05	RC	Residential Single-Family		Yes	Yes
260407800	0.83	RC	Residential Single-Family		Yes	Yes
260407900	0.50	RC	Residential Single-Family		Yes	Yes
260408100	0.23	RC	Residential Single-Family		Yes	Yes
260408200	0.36	RC	Residential Single-Family		Yes	Yes
260408300	0.29	RC	Residential Single-Family		Yes	Yes
260408400	0.27	RC	Residential Single-Family		Yes	Yes

Table 4: Vacant Residential and Non-Residential Parcels with Services

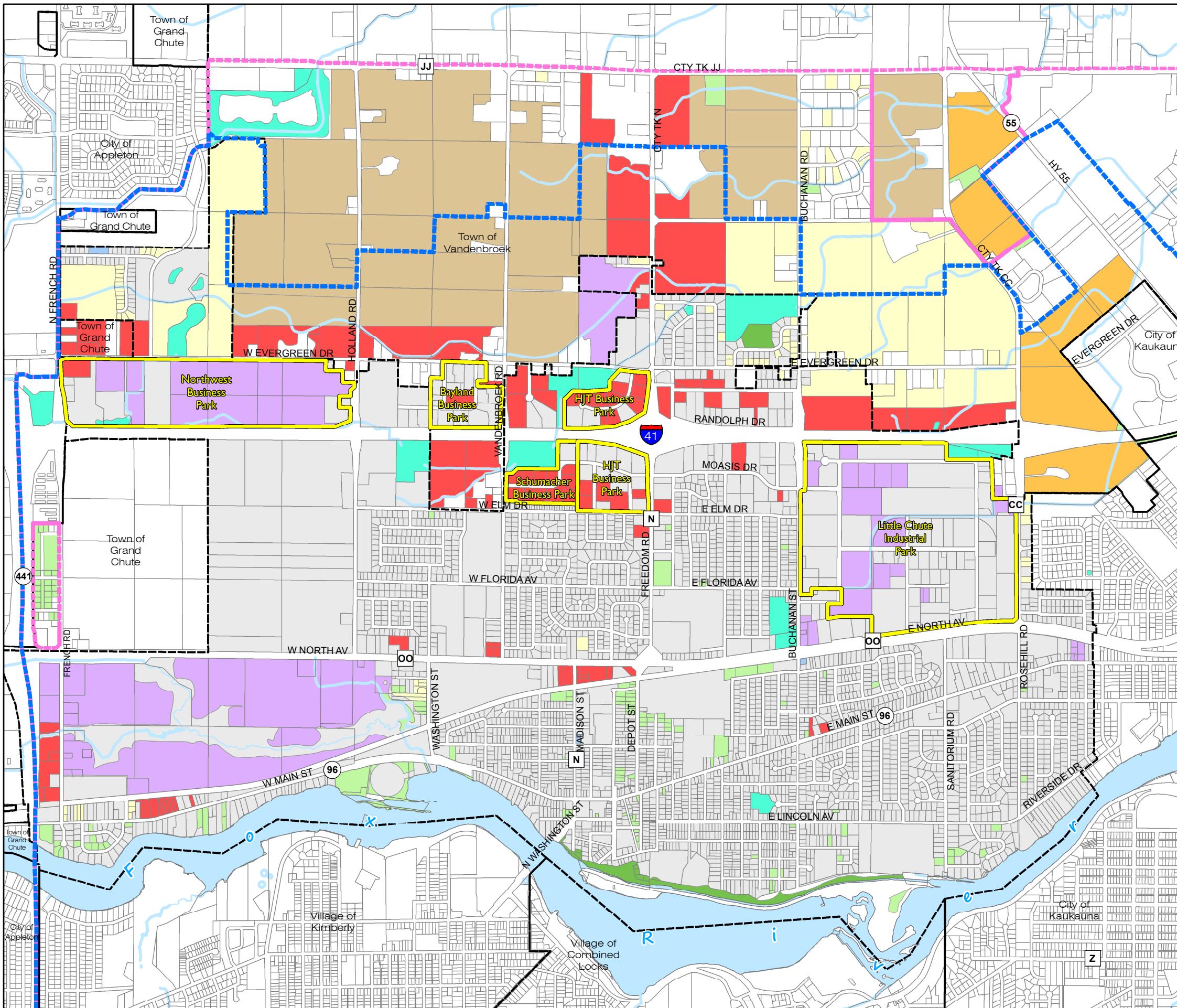
Parcel ID	Acreage	Zoning			Water	Sewer
		Zoning Code	Residential	Non-Residential		
260408500	1.23	RC	Residential Single-Family		Yes	Yes
260408600	0.41	RC	Residential Single-Family		Yes	Yes
260409200	0.41	RC	Residential Single-Family		Yes	Yes
260409400	0.41	RC	Residential Single-Family		Yes	Yes
260409500	0.41	RC	Residential Single-Family		Yes	Yes
260409600	0.37	RC	Residential Single-Family		Yes	Yes
260409700	0.34	RC	Residential Single-Family		Yes	Yes
260409800	0.18	RC	Residential Single-Family		Yes	Yes
260409900	0.27	RC	Residential Single-Family		No	Yes
260411700	0.33	RC	Residential Single-Family		Yes	Yes
260411900	0.41	RC	Residential Single-Family		Yes	Yes
260419700	0.33	RC	Residential Single-Family		Yes	Yes
260421307	0.57	RC	Residential Single-Family		Yes	Yes
260432100	0.41	RC	Residential Single-Family		Yes	Yes
260433700	0.25	RC	Residential Single-Family		Yes	Yes
260434200	0.33	RC	Residential Single-Family		Yes	Yes
260434300	0.25	RC	Residential Single-Family		Yes	Yes
260441113	0.00	RC	Residential Single-Family		Yes	Yes
260441114	0.00	RC	Residential Single-Family		Yes	Yes
260441115	0.00	RC	Residential Single-Family		Yes	Yes
260441116	0.00	RC	Residential Single-Family		Yes	Yes
260441117	0.00	RC	Residential Single-Family		Yes	Yes
260441118	0.00	RC	Residential Single-Family		Yes	Yes
260441119	0.00	RC	Residential Single-Family		Yes	Yes
260441120	0.00	RC	Residential Single-Family		Yes	Yes
260441121	0.00	RC	Residential Single-Family		Yes	Yes
260441122	0.00	RC	Residential Single-Family		Yes	Yes
260441123	0.00	RC	Residential Single-Family		Yes	Yes
260441124	0.00	RC	Residential Single-Family		Yes	Yes
260441125	0.00	RC	Residential Single-Family		Yes	Yes
260441126	0.00	RC	Residential Single-Family		Yes	Yes
260441127	0.00	RC	Residential Single-Family		Yes	Yes
260441128	0.00	RC	Residential Single-Family		Yes	Yes
260441129	0.00	RC	Residential Single-Family		Yes	Yes
260441130	0.00	RC	Residential Single-Family		Yes	Yes
260441131	0.00	RC	Residential Single-Family		Yes	Yes
260441132	0.00	RC	Residential Single-Family		Yes	Yes
260441133	0.00	RC	Residential Single-Family		Yes	Yes
260441134	0.00	RC	Residential Single-Family		Yes	Yes
260441135	0.00	RC	Residential Single-Family		Yes	Yes
260441136	0.00	RC	Residential Single-Family		Yes	Yes
260441137	0.00	RC	Residential Single-Family		Yes	Yes
260441138	0.00	RC	Residential Single-Family		Yes	Yes
260441139	0.00	RC	Residential Single-Family		Yes	Yes
260441140	0.00	RC	Residential Single-Family		Yes	Yes
260441146	0.00	RC	Residential Single-Family		Yes	Yes
260441401	1.66	RC	Residential Single-Family		Yes	Yes
260444700	0.46	RC	Residential Single-Family		Yes	Yes
260450100	0.39	RC	Residential Single-Family		Yes	Yes
260451903	34.67	RC	Residential Single-Family		Yes	Yes
260451903	34.67	RC	Residential Single-Family		Yes	Yes

Table 4: Vacant Residential and Non-Residential Parcels with Services

Parcel ID	Acreage	Zoning			Water	Sewer
		Zoning Code	Residential	Non-Residential		
260451903	34.67	RC	Residential Single-Family		Yes	Yes
	304.09	RC Total				
260131805	0.55	RM	Residential Multi-Family		Yes	Yes
260298700	5.05	RM	Residential Multi-Family		Yes	Yes
260446900	29.62	RM	Residential Multi-Family		Yes	Yes
260446900	29.62	RM	Residential Multi-Family		Yes	Yes
	64.84	RM Total				
260051100	0.35	RT	Residential Two-Family		Yes	Yes
260051200	0.17	RT	Residential Two-Family		Yes	Yes
260093901	0.14	RT	Residential Two-Family		No	Yes
260140801	0.21	RT	Residential Two-Family		Yes	Yes
260175300	0.11	RT	Residential Two-Family		Yes	Yes
260188600	0.12	RT	Residential Two-Family		Yes	Yes
260189400	0.14	RT	Residential Two-Family		Yes	Yes
260202000	0.19	RT	Residential Two-Family		Yes	Yes
260204201	1.60	RT	Residential Two-Family		Yes	Yes
260210800	0.29	RT	Residential Two-Family		Yes	Yes
260223000	0.12	RT	Residential Two-Family		Yes	Yes
260306000	2.99	RT	Residential Two-Family		Yes	Yes
260325400	0.31	RT	Residential Two-Family		Yes	Yes
260410802	1.15	RT	Residential Two-Family		Yes	Yes
260447000	13.33	RT	Residential Two-Family		Yes	Yes
260447100	13.26	RT	Residential Two-Family		Yes	Yes
260449600	0.30	RT	Residential Two-Family		Yes	Yes
260451903	34.67	RT	Residential Two-Family		Yes	Yes
	69.45	RT Total				
	781.59	Grand Total				



APPENDIX B
FUTURE LAND USE



MAP 1

Future Land Use

Village of Little Chute
Comprehensive Plan

- Commercial
- Currently Developed
- Industrial
- Non-irrigated Cropland
- Other Open Land
- Public Institution
- Recreation
- Residential
- Rural Preservation
- Stormwater Management Facility
- Industrial & Business Parks
- Sewer Service Area 2030
- Sewer Service Area 2050
- Municipal Boundary

Sources: Outagamie County, Village of Little Chute, East Central Regional Planning Commission, and Wisconsin Department of Natural Resources. April 2016.



NORTH

0 0.25 0.5 1 Miles

EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Martin Farrell, Chair
Jeff Nooyen, Vice-Chair
Eric Fowle, Secretary-Treasurer

COMMISSION MEMBERS

CALUMET COUNTY

Alice Connors
Hope Karth
Merlin Gentz
Rick Jaeckels

FOND DU LAC COUNTY

Martin Farrell
Brenda Schneider
Brian Kolstad
Allen Buechel
Charles Hornung

MENOMINEE COUNTY

Ruth Winter
Laure Pecore
(Jeremy Johnson, Alt.)
James Lowey

OUTAGAMIE COUNTY

Thomas Nelson
(Kara Homan, Alt.)
Daniel Rettler
Timothy Hanna
Jeff Nooyen
Michael Thomas
Kevin Sturn



SHAWANO COUNTY

Jerry Erdmann
Thomas Kautza
Chuck Dallas

WAUPACA COUNTY

Dick Koeppen
James Nygaard
Brian Smith
DuWayne Federwitz

WAUSHARA COUNTY

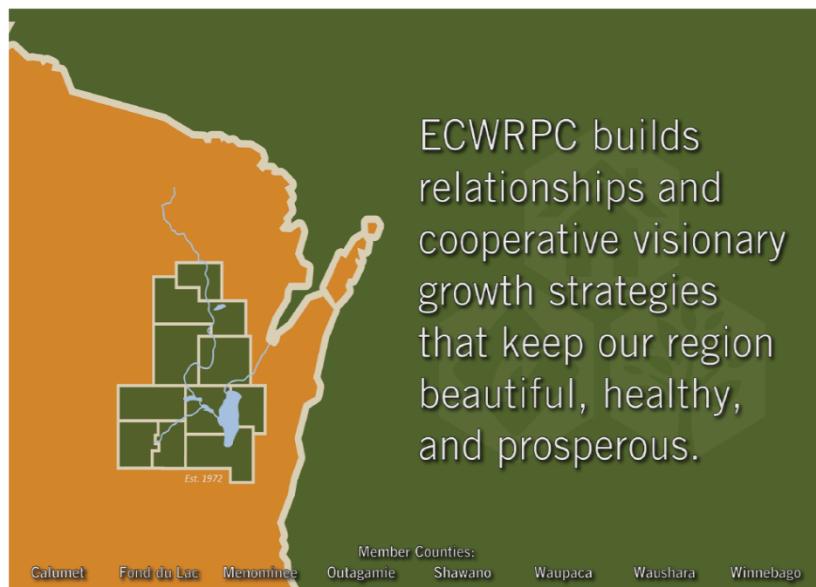
Donna Kalata
Larry Timm
Neal Strehlow

WINNEBAGO COUNTY

Mark Harris
Shiloh Ramos
(David Albrecht, Alt.)
Ernie Bellin
Lori Palmeri
Ken Robl
Robert Schmeichel

EX-OFFICIO MEMBERS

Jill Michaelson
Ronald McDonald



Village of Little Chute New Housing Fee Report, 2018



Adopted
December 18, 2019

Housing Fee Report, 2018

Village of Little Chute

Adopted December 18, 2019

Prepared by the
East Central Wisconsin Regional Planning Commission

EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Martin Farrell, Chair
Jeff Nooyen, Vice-Chair
Eric Fowle, Secretary-Treasurer

COMMISSION MEMBERS

CALUMET COUNTY

Alice Connors
Hope Karth
Merlin Gentz
Rick Jaeckels

FOND DU LAC COUNTY

Allen Buechel
Martin Farrell
Brenda Schneider
Brian Kolstad
Charles Hornung

MENOMINEE COUNTY

Ruth Winter
Laure Pecore
(Jeremy Johnson, Alt.)
James Lowey

OUTAGAMIE COUNTY

Thomas Nelson
(Kara Homan, Alt.)
Daniel Rettler
Timothy Hanna
Jeff Nooyen
Michael Thomas
Kevin Sturn

SHAWANO COUNTY

Jerry Erdmann
Thomas Kautza
Chuck Dallas

WAUPACA COUNTY

Dick Koeppen
James Nygaard
Brian Smith
DuWayne Federwitz

WAUSHARA COUNTY

Donna Kalata
Larry Timm
Neal Strehlow

WINNEBAGO COUNTY

Mark Harris
Shiloh Ramos
(David Albrecht, Alt.)
Ernie Bellin
Lori Palmeri
Ken Robl
Robert Schmeichel

EX-OFFICIO MEMBERS

Jill Michaelson, WisDOT
Ronald McDonald, Valley Transit

VILLAGE OF LITTLE CHUTE

Michael Vanden Berg, Village President

James Fenlon, Village Administrator

Laurie Decker, Village Clerk

James Moes, Director of Community Development

ABSTRACT

TITLE: Village of Little Chute Housing Fee Report, 2018

CONTACT: Eric Fowle-Executive Director

AUTHORS: Eric Fowle-Executive Director
Kathy Thunes-Principal Planner
Kolin Erickson-Planner
Mike Zuege-GIS Coordinator

SUBJECT: Housing Development Fees

DATE: December 18, 2019

PLANNING AGENCY: East Central Wisconsin Regional Planning Commission

SOURCE OF COPIES: East Central Wisconsin Regional Planning Commission
400 Ahnaip Street, Suite 100
Menasha, WI 54952
(920) 751-4770
www.ecwrpc.org

In 2018, the Wisconsin State Legislature approved new legislation which requires communities of 10,000 population or more to provide an annual report related to housing fees in an effort to shed light and foster change on affordable housing issues across the state. Specifically, reference Wis. Stats. 66. 10014 (Housing fee report).

TABLE OF CONTENTS

EXECUTIVE SUMMARY	1
HOUSING FEE REPORT	1

APPENDICES

APPENDIX A: MUNICIPAL FEE SCHEDULE	A-1
---	------------



HOUSING FEE REPORT

HOUSING FEE REPORT

EXECUTIVE SUMMARY

In 2018, the Wisconsin State Legislature approved new legislation which requires villages and cities of 10,000 population or more to provide two separate annual reports related to housing affordability and housing fees in an effort to shed light and foster change on affordable housing issues across the state. The Village of Little Chute, along with 11 other communities in the region, elected to contract with the East Central Wisconsin Regional Planning Commission to prepare these reports. As such, a Housing Report Advisory Team was created so that input and feedback from all communities could be considered as the reports were prepared. Specifically, this document meets the requirements for Wis. Stats. 66. 10014 (Housing fee report).

HOUSING FEE REPORT

Requirements of this report include the following elements:

- (1) In this section, “municipality” means a city or village with a population of 10,000 or more.
- (2) Not later than January 1, 2020, a municipality shall prepare a report of the municipality's residential development fees. The report shall contain all of the following:
 - a. Whether the municipality imposes any of the following fees or other requirements for purposes related to residential construction, remodeling, or development and, if so, the amount of each fee:
 1. Building permit fee.
 2. Impact fee.
 3. Park fee.
 4. Land dedication or fee in lieu of land dedication requirement.
 5. Plat approval fee.
 6. Storm water management fee.
 7. Water or sewer hook-up fee.
 - b. The total amount of fees under par. (a) that the municipality imposed for purposes related to residential construction, remodeling, or development in the prior year and an amount calculated by dividing the total amount of fees under this paragraph by the number of new residential dwelling units approved in the municipality in the prior year.

(3)

- a. A municipality shall post the report under sub. (2) on the municipality's Internet site on a web page dedicated solely to the report and titled "New Housing Fee Report." If a municipality does not have an Internet site, the county in which the municipality is located shall post the information under this paragraph on its Internet site on a web page dedicated solely to development fee information for the municipality.
- b. A municipality shall provide a copy of the report under sub. (2) to each member of the governing body of the municipality.

(4) If a fee or the amount of a fee under sub. (2) (a) is not properly posted as required under sub. (3) (a), the municipality may not charge the fee.

Part 2A: The Village of Little Chute imposes any of the following fees or other requirements for purposes related to residential construction, remodeling, or development. Only fees the Village sets/collects are included in this report. Fees set by others, such as sanitary and utility districts, county and etc., are not included in this report. A complete copy of the fee schedule is included in Appendix A. Table 1 lists the types and amounts of these fees.

Table 1: Village of Little Chute Schedule of Fees (2018)

Building permit fee	Impact fee	Park fee	Land dedication or fee in lieu of land dedication requirement	Plat approval fee	Final plat approval fee	Storm water management fee	Water or sewer hook-up fee
\$500	N/A	\$500	\$600 for each dwelling unit OR one acre park land dedication for each 37 proposed or potential dwelling units	\$100	\$50	\$0	\$0

Part 2B: The total amount of fees under Part A that the Village of Little Chute imposed for purposes related to residential construction, remodeling, or development in the prior year is listed in Table 2. This table only includes building and remodeling 2018 permit fees. It does not include fees collected for electrical, plumbing, HVAC, and other permits.

Table 2: Village of Little Chute Fees Collected (2018)

Building permit fee (new construction + remodel permits)	Impact fee	Park fee	Land dedication or fee in lieu of land dedication requirement	Preliminary Plat Approval fee	Final Plat Approval fee	Storm water management fee	Water or sewer hook-up fee	Total Fees collected
\$15,825.00	\$0.00	\$125,500.00	\$0.00	\$410.00	\$0.00	\$0.00	\$0.00	\$141,735.00

The 2018 average total fee cost for a new residential housing unit has been calculated by dividing the total amount of fees collected by the number of new residential dwelling units approved in the Village in the prior year (Table 3).

Table 3: Village of Little Chute Approved Residential Dwelling Units by Type (2018)

Single Family Building Units	2-Family Building Units	Multi-family Building Units	Mobile Home Units	Total
25	0	226	4	260

Calculation: **$\$141,735.00 \div 260 = \545.13**

In 2018, the Village of Little Chute collected just almost \$545 in fees for each new residential dwelling unit approved within the municipality.

Remodeling projects do not typically include the following fees: impact, park, land dedication or fee in lieu of land dedication requirement, preliminary plat approval, final plat approval, stormwater management, and water and sewer hookup. In 2018, the Village collected \$2,500.00 in remodeling fees.

Calculation: **$(\$141,735.00 - \$2,500.00) \div 260 = \$535.52$** .

The 2018 average total cost for each new residential dwelling, minus remodeling building fees was about \$536.

Lastly, it should be noted that with the recent trend of creating mixed use developments (i.e. first floor retail and upper story apartments), many such projects are dealt with under commercial land development procedures. As such residential units associated with these projects are not considered in this report's platting and permitting data. This also has the effect of increasing the "cost per approved residential unit" as shown in Table 3.

Page intentionally left blank.



APPENDICES



APPENDIX #A
Municipal Fee Schedule

VILLAGE OF LITTLE CHUTE, INSPECTION DEPARTMENT FEE SCHEDULE

AMENDED & ADOPTED: 7-6-2016

SINGLE FAMILY	\$500 + \$33(state stamp) + \$500 (park fee)
DUPLEX.....	\$1,000 + \$33(state stamp) + \$500 per unit (park fee)
MULTI-FAMILY FOR UNITS 1 & 2.....	\$500 + \$500 per unit (park fee)
+ ADDITIONAL APARTMENT UNITS	\$100 + \$500 per unit (park fee)
RESIDENTIAL ADDITIONS.....	\$100 + \$5/\$1000 OF COST
RESIDENTIAL REMODELING.....	\$10 + \$5/\$1000 OF COST
(Includes siding, roofing, window/door resizing, etc.)	
GARAGES	\$80
SHEDS, FENCES, ANTENNAES, SATELLITE DISHES, ETC.	\$40
POOLS, HOT TUBS, JACCUZIS, PONDS, ETC	\$50
PORCHES, DECKS, PATIOS, ETC.....	\$20 + \$5/\$1000 OF COST
DRIVEWAYS AND PARKING LOTS.....	\$20
 WRECKING, RAZING-PRIMARY STRUCTURE	\$100
WRECKING, RAZING-SECONDARY STRUCTURE	\$20
MOVING <u>PRINCIPAL</u> BUILDINGS <u>WITHIN</u> VILLAGE.....	\$200
MOVING <u>ACCESSORY</u> STRUCTURES <u>WITHIN</u> VILLAGE.....	\$50
MOVING <u>PRINCIPAL</u> BLDGS <u>INTO FROM OUTSIDE OF VILLAGE LIMITS</u>	\$300
MOVING <u>ACCESSORY</u> BLDGS <u>INTO FROM OUTSIDE OF VILLAGE LIMITS</u>	\$75
 NEW COMMERCIAL/INDUSTRIAL	\$300 + \$10/100 SQ FT
COMMERCIAL/INDUSTRIAL ADDITIONS.....	\$150 + \$10/100 SQ FT
COMMERCIAL/INDUSTRIAL REMODELING.....	\$50 + \$5/\$1,000 OF COST
SIGNS - UNLIGHTED	\$40
SIGNS - LIGHTED	\$75
SIGNS – LIGHTED (Face change only)	\$20
 ELECTRICAL (\$1,000).....	\$20 + \$2/\$100 OF COST
PLUMBING	\$30 + \$5/FIXTURE
FLAMMABLE LIQUID STORAGE TANKS \$/EACH	\$ 50
 SUMP PUMP CONNECTION FEE	\$5
SANITARY SEWER LATERAL PERMITS	\$30
WATER LATERAL PERMITS.....	\$30
STORM WATER LATERAL PERMITS.....	\$30
 HEATING	EACH UNIT UP TO 120,000 B.T.U. \$60
"	EACH UNIT 120,000 TO 160,000 B.T.U. \$80
"	EACH UNIT OVER 160,000 B.T.U. \$100
AIR CONDITIONING.....	EACH UNIT \$40
FIREPLACES	\$50
WOOD BURNING FURNACES.....	\$50

VILLAGE OF LITTLE CHUTE, ZONING DEPARTMENT FEE SCHEDULE

1-1-2018

Subdivisions

Costs of street paving with curb and gutter/escrow	\$12.00/foot of centerline
Sewer connection (standby charge from 1995 interceptor line)	27.55/1,000 square feet
Sewer connection (standby charge from 2005 interceptor line)	3.63/1,000 square feet
Costs of street paving with curb and gutter/escrow	12.00/foot at centerline

Fees in lieu of dedication of land

First application of final plat	600.00/dwelling unit
Multifamily districts	600.00/2,000 sq. ft.

Plat review fees

Preliminary plat

Subdivision of five or less lots	50.00
Subdivision of more than five lots	100.00/plus 5.00 for each lot
Reapplication	50.00

Final plat

First application	50.00/plus 2.00 for each lot
Reapplication	25.00
Condominium	25.00/plus 2.00 for each unit

Zoning

Board of appeals review application fee	\$125.00
Review fee to petition for rezoning for PUD	50.00
Application fee for conditional use	125.00
Application fee for conditional use for bed and breakfast establishments	125.00
Site plan review fee for multi-family, commercial, institutional or industrial projects.	300.00
Zoning and or Comprehensive plan change or amendment	175.00
Filing fee for appeal to the zoning board of appeals	175.00
Filing fee for appeal to the zoning board of appeals	175.00

Village of Little Chute

Sewer Use Connection Fee

Per Village Ordinance Sec 9-2-3. HOVSMD Connection Fee. For each connection of a "**Building Sewer**" as defined in the HOVMSD Rules and Regulations, to a public sewer located within the Village, there shall be paid to the Village such Connection Charges or Connection Fees as may be determined from time to time pursuant to the HOVMSD Rules and Regulations, as amended from time to time, which charges and fees are incorporated herein by reference. Such payment to the Village shall be made by or on behalf of the person seeking the connections at the following time and in the following manner:

The owner of every new **Building Sewer** as defined in Title 9 and in the HOVMSD rules and Regulations as a condition for connection to a Public Sewer located within the Village shall pay to the Village such Connection Charges or Connection Fees at the time of, and as a condition for, installation of a water meter, for servicing the building or facility served by the **Building Sewer**. If no water meter is required to be installed or the facility is already serviced by a water meter then the charges or fees shall be paid to the Village on or prior to the connection of the **Building Sewer** to the Public Sewer as a "condition for connection."

"Equivalent Water Meter" shall mean the ratio of the capacities of a User's water meter(s) as compared to 5/8 inch or 3/4 inch meter is assumed to serve a single Equivalent Residential Unit. For purposes of determining the number of Equivalent Residential Units within HOVMSD.

VILLAGE OF LITTLE CHUTE

SEWER USE CONNECTION FEE

The Village of Little Chute is a member community of the regional Heart of the Valley Metropolitan Sewer District (HOVMSD). Other member communities are Kimberly, Combined Locks, Kaukauna, and Darboy. The Village is billed for the wastewater discharged to the sewer district. The Village then bills individual customers for sewer user fees. (Billing, meter reading, and payment collection is handled at the Village of Little Chute). These fees recover the costs paid to the regional HOVMSD and provide for maintenance upgrades of the sewer systems within the Village.

The HOVMSD implemented a Sewer Use Connection Fee (Fee A) effective September 2000. It is a charge applied to all new sewer connections based on the size of the newly installed water meter (water meter sizing is a good predictor of sanitary discharge). The purpose of the Fee is to provide funds to HOVMSD for needed capacity expansion as new users contribute to the system treatment volume. The Fee will be collected by the Village, paid to the HOVMSD, and then dedicated for plant expansion. **This fee has been discontinued as of the end of 2015.**

The Heart of the Valley Metropolitan Sewerage District adopted an updated “Sewer Use & User Charge Ordinance” at its March 2006 Commission Meeting, adding Fee B.

The Fee is based on a standard $\frac{3}{4}$ ” meter. A graduated scale is established to increase the Fee according to an equivalent meter size (a standard industry ratio calculated to determine volume flow). The person/company requesting the meter will be billed when the meter is installed; payment is due to the Village twenty (20) days after billing. (The **meter installation date** will determine which year’s fee schedule applies). See the reverse side for authority to collect the Fee.

Equivalent Water Meter Size	<u>Fee B</u> <u>2018</u>	
	Meter Size	Connection Fee
5/8"	1.0	\$ 1,266.00
3/4"	1.0	\$ 1,266.00
1"	2.5	\$ 3,166.00
1 1/2"	5	\$ 6,332.00
2"	8	\$ 10,131.00
3"	15	\$ 18,995.00
4"	25	\$ 31,658.00
6"	50	\$ 63,317.00
8"	80	\$101,360.00
10"	120	\$151,960.00

EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

Martin Farrell, Chair
Jeff Nooyen, Vice-Chair
Eric Fowle, Secretary-Treasurer

COMMISSION MEMBERS

CALUMET COUNTY

Alice Connors
Hope Karth
Merlin Gentz
Rick Jaeckels

FOND DU LAC COUNTY

Martin Farrell
Brenda Schneider
Brian Kolstad
Allen Buechel
Charles Hornung

MENOMINEE COUNTY

Ruth Winter
Laure Pecore
(Jeremy Johnson, Alt.)
James Lowey

OUTAGAMIE COUNTY

Thomas Nelson
(Kara Homan, Alt.)
Daniel Rettler
Timothy Hanna
Jeff Nooyen
Michael Thomas
Kevin Sturn



SHAWANO COUNTY

Jerry Erdmann
Thomas Kautza
Chuck Dallas

WAUPACA COUNTY

Dick Koeppen
James Nygaard
Brian Smith
DuWayne Federwitz

WAUSHARA COUNTY

Donna Kalata
Larry Timm
Neal Strehlow

WINNEBAGO COUNTY

Mark Harris
Shiloh Ramos
(David Albrecht, Alt.)
Ernie Bellin
Lori Palmeri
Ken Robl
Robert Schmeichel

EX-OFFICIO MEMBERS

Jill Michaelson
Ronald McDonald

