



AGENDA

REGULAR BOARD MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, March 17, 2021
TIME: 6:00 P.M.

Virtually attend the March 17th Regular Board meeting at 6 PM by following the zoom link here:

Join Zoom Meeting (Please note this is a change from previous Go To Meetings used in past meetings)

<https://zoom.us/j/98309128367>

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 983 0912 8367

Find your local number: <https://zoom.us/u/abvV9d14cm>

For further details please refer to additional Information immediately following agenda.

REGULAR ORDER OF BUSINESS

- A. Roll call of Trustees
- B. Roll call of Officers and Department Heads
- C. Public Appearance for Items Not on the Agenda

D. 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 Regular Board Meeting of March 3, 2021
2. Minutes of Committee of the Whole Meeting of March 10, 2021
3. Action—Adopt Resolution No. 5, Series 2021, Drews CSM
4. Action—Adopt Resolution No. 6, Series 2021, Griffin CSM
5. Disbursement List

- E. Other Informational Items—February Fire Monthly Report and February Monthly Report
- F. Public Hearing—Karen Drive Zoning Change

- G. Discussion/Action—Johnson Street Parking
- H. Action—Ordinances:
 - a) *Adopt Ordinance No. 2-157, Series 2021, An Ordinance Establishing Compensation and/or per Diems for Certain Boards and Commissions Members*
 - b) *Adopt Ordinance No. 3, Series 2021, An Ordinance Amending Chapter 40 Streets, Sidewalks, and Other Public Places, Article III Section 40-64 (K) Construction and Repair*
 - c) *Adopt Ordinance No. 4, Series 2021, An Ordinance Amending Chapter 44 of the Little Chute Municipal Code and the Official Zoning Map for Karen Drive*
- I. Action—Site Plan Outagamie County Recycling and Solid Waste
- J. Discussion—Request from Rustic Resque to Utilize Village Parking
- K. Discussion/Action—Kayak Launch
- L. Discussion—MS4 Annual Report
- M. Action—Adopt Resolution No. 7, Series 2021 Approving the 2020 MS4 General Permit Annual Report
- N. Discussion/Action—RFP Transportation Funding Working Group
- O. Discussion/Action—Budget Amendments and Carryover
- P. Discussion/Action—K-9 MOU
- Q. Discussion—Covid-19 Updates
- R. Department and Officers Progress Reports
- S. Call for Unfinished Business
- T. Items for Future Agenda
- U. Closed Sessions:
 - a) 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. *Review Legal Proposal for Outagamie County Landfill*
 - b) 19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Economic Development Negotiations*
 - c) 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel, 2020 Review of Village Administrator*
- V. Return to Open Session
- W. 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,. Prepared: March 12, 2021



Information for the Regular Board Meeting – March 17 – 6:00 PM

The Village of Little Chute is taking precautions related COVID-19 as it relates to Village Board meetings. On March 16th, 2020, the Wisconsin Attorney General released guidance for local communities related to Open Meetings and the use of technology while still complying with Wisconsin's Open Meeting laws. You can find Wisconsin Department of Justice guidance here: [DOJ Guidance on Open Meetings](#).

Until further notice, the Village of Little Chute will be providing the following means for residents to interact, engage, and participate in Village Board proceedings. The proceedings of all Village of Little Chute public meetings are recorded and available for review.

Virtually attend the March 17th Regular Board Meeting at 6:00 PM by following the link here:

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 983 0912 8367

Find your local number: <https://zoom.us/j/abvV9d14cm>

1. If you are experiencing connectivity issues or have questions on the options above, please contact James Fenlon at james@littlechutewi.org
2. The Board Room at Village Hall will be open, but board members and staff have the option to attend virtually. We urge residents to participate in our meetings by utilizing the virtual options above.
3. If you have questions or comments regarding the agenda or potential items on the agenda, we urge you to contact Board or staff members regarding your concerns. You can find Board Member contact information here: <http://www.littlechutewi.org/59/Meet-the-Village-Board>
4. If you have questions or comments regarding the agenda, you can also contact the Village Administrator, James Fenlon, at james@littlechutewi.org or 920-423-3850.
5. If you have questions or comments regarding the agenda and want to contact a Village of Little Chute Department Head, you can find a complete staff directory here: <http://www.littlechutewi.org/directory.aspx>

MINUTES OF THE REGULAR BOARD MEETING OF MARCH 3, 2021

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

Roll call of Trustees

PRESENT: Michael Vanden Berg, President
Larry Van Lankvelt, Trustee
Skip Smith, Trustee
Brian Van Lankveldt, Trustee
Don Van Deurzen, Trustee
James Hietpas, Trustee

EXCUSED: Bill Peerenboom, Trustee

Roll call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator
Adam Breest, Director of Parks, Recreation and Forestry
Dave Kittel, Community Development Director
Lisa Remiker-DeWall, Finance Director
Kent Taylor, Director of Public Works
Katherine Freund, LC Library Director
Tyler Claringbole, Village Attorney

EXCUSED: Laurie Decker, Village Clerk
Dan Meister, Fox Valley Metro Police Chief
Chris Murawski, Village Engineer

Public Appearance for Items Not on the Agenda

None

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 Regular Board Meeting of February 17, 2021
2. Disbursement List
3. Action—Adopt Resolution 3, Series of 2021; A Resolution Amending Resolution No. 1, Series of 2021 Regarding the Polling Sites for All Elections Held in the Village of Little Chute
4. Action—Special Event Permits
Little Chute High School Prom
Marty's Mustang Scamper

Moved by Trustee B. Van Lankveldt, seconded by Trustee Van Deurzen to Approve the Consent Agenda items as listed.

Ayes 6, Nays 0 – Motion Carried

Discussion—Nelson Crossing Overview

Director Breest went over the Nelson Crossing Budget from 2016 to present. Director Breest also listed the donors for the Boardwalk and are listed in the agenda packet.

Action—Nelson Crossing Archway

Director Breest went over the proposal for the manufacture and installation of signs to the Nelson Crossing Archway

Moved by Trustee L. Van Lankvelt, seconded by Trustee B. Van Lankveldt to Approve the Appleton Sign Company proposal in the amount of \$24,869.00 with the Village of Little Chute paying 50%, \$12,434.50.

Ayes 6, Nays 0 – Motion Carried

Action—Fed-Ex/Setzer Development Agreement

Moved by Trustee B. Van Lankveldt, seconded by Trustee Smith to Approve the Fed-Ex/Setzer Development Agreement as presented

Ayes 6, Nays 0 – Motion Carried

Action—Intergovernmental Agreement with Town of Vandebroek

Moved by Trustee L. Van Lankvelt, seconded by Trustee Smith to Approve the Intergovernmental Agreement with the Town of Vandebroek as presented

Ayes 6, Nays 0 – Motion Carried

Action—Library Flooring Bid

Moved by Trustee Smith, seconded by Trustee L. Van Lankvelt to Approve D&M Interiors at a cost of \$46,500.00 for the flooring in Little Chute Library

Ayes 6, Nays 0 – Motion Carried

Discussion/Action—Village Market 2021

Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankvelt to direct staff to continue the planning of the Little Chute Village Market

Ayes 6, Nays 0 – Motion Carried

Discussion—Signage Update for Commercial Highway District

Director Kittel went over a recommendation to create a variance to our ordinance on the maximum signs allowed on any Commercial Highway property.

Discussion—Transportation Funding Working Group

Administrator Fenlon advised the Board that the group met in January and February. The goal is to have an RFP (request for proposals) ready for board approval and release at the March 17th board meeting.

Discussion—Covid-19 Updates

Administrator Fenlon and Director Breest gave updates on vaccinations and events to possibly be held this summer..

Department and Officers Progress Reports

Departments and Officers provided progress reports to the Board.

Call for Unfinished Business

Ordinance on Digital Signs

Items for Future Agenda

None

Closed Sessions:

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*

Moved by Trustee Smith, seconded by Trustee L. Van Lankvelt to enter into closed session

Ayes 6, Nays 0 – Motion Carried

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

Moved by Trustee Smith, seconded by Trustee L. Van Lankvelt to enter into closed session

Ayes 6, Nays 0 – Motion Carried

19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Succession Planning for Department of Public Works*

Moved by Trustee B. Van Lankveldt, seconded by Trustee Smith to enter into closed session

Ayes 6, Nays 0 – Motion Carried

Return to Open Session

Moved by Trustee Van Deurzen, seconded by Trustee Smith to exit closed session

Ayes 6, Nays 0 – Motion Carried

Adjournment

Moved by Trustee Van Deurzen, seconded by Trustee L. Van Lankvelt to Adjourn the Regular Board

Meeting at 8:50 p.m.

Ayes 6, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF MARCH 10, 2021

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

Roll call of Trustees

PRESENT: Michael Vanden Berg, President
Larry Van Lankvelt, Trustee
Skip Smith, Trustee
Bill Peerenboom, Trustee
Brian Van Lankveldt, Trustee
Don Van Deurzen, Trustee
James Hietpas, Trustee

Roll call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator
Lisa Remiker-DeWall, Finance Director
Chris Murawski, Village Engineer
Kent Taylor, Director of Public Works
Katherine Freund, LC Library Director

EXCUSED: Laurie Decker, Village Clerk
Dan Meister, Fox Valley Metro Police Chief
Adam Breest, Director of Parks, Recreation and Forestry
Tyler Claringbole, Village Attorney
Dave Kittel, Community Development Director

Public Appearance for Items Not on the Agenda

None

Presentation—2021 Utility and Street Reconstruction Public Informational Meeting for Hartzheim Drive and Evergreen Drive

Administrator Fenlon turned the meeting over to Village Engineer Murawski to go over the Hartzheim Drive and Evergreen Drive power point presentation. The meeting was then open to questions from any residents.

- 1) Are sidewalks included in the street assessment? Yes they are included in that rate.
- 2) Why isn't Hartzheim being finished in the west and what is the plan for Randolph? The reconstruction timeline to the west on Hartzheim will depend on future development in that area. The plan for Randolph is to reconstruct in two phases in 2022 and 2023. Engineer Murawski advised that Hartzheim needs to be done before Randolph to accommodate the water off of Highway 41.
- 3) If residents do not have sidewalks, do they pay less? The answer is no, it is a unit rate.
- 4) Why isn't Hartzheim put in completely now for savings? It is a budget issue to break these projects down and getting rates locked in.
- 5) When will the assessments impact property owners and what are the payments and rates? Once the project is completed the Village will work with the contractor on all invoices, looking at the end of the year. The invoices can be paid in a lump sum or over a five-year period at a ½% interest rate over the Village borrowed amount. The interest rate will be 1.65% per Director Remiker-DeWall.

Administrator Fenlon advised the residents that the Village Engineering team will be available to answer any individual questions from residents either virtual or with an appointment in his office.

**Action—Adopt Resolution No. 4, Series 2021 Preliminary Assessment/Hookup Fee Resolution
Declaring Intent to Exercise Special Assessment Powers for Hartzheim Drive**

Moved by Trustee B. Van Lankveldt, seconded by Trustee Smith to Adopt Resolution No. 4, Series 2021 Preliminary Assessment/Hookup Fee Resolution Declaring Intent to Exercise Special Assessment Powers for Hartzheim Drive

Ayes 7, Nays 0 – Motion Carried

Call for Unfinished Business

None

Items for Future Agenda

None

Closed Session:

19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Succession Planning and Recruitment*

Moved by Trustee Smith, seconded by Trustee B. Van Lankveldt, to enter into closed session

Ayes 7, Nays 0 – Motion Carried

Return to Open Session

Moved by Trustee Van Deurzen, seconded by Trustee L. Van Lankvelt to exit closed session

Ayes 7, Nays 0 – Motion Carried

Adjournment

Moved by Trustee Van Deurzen, seconded by Trustee Smith to Adjourn the Committee of the Whole meeting at 7:23p.m

Ayes 7, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk

VILLAGE OF LITTLE CHUTE

RESOLUTION NO. 5, SERIES OF 2021

**A RESOLUTION APPROVING A CSM TO DIVIDE A PARCEL FOR RUSSELL
& CATHY DREWS**

WHEREAS, Russell and Cathy Drews as owner of Parcel #260143500 and 260143501 have presented a Certified Survey Map to the Village of Little Chute Board of Trustees as prepared by Dave Schmalz 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.

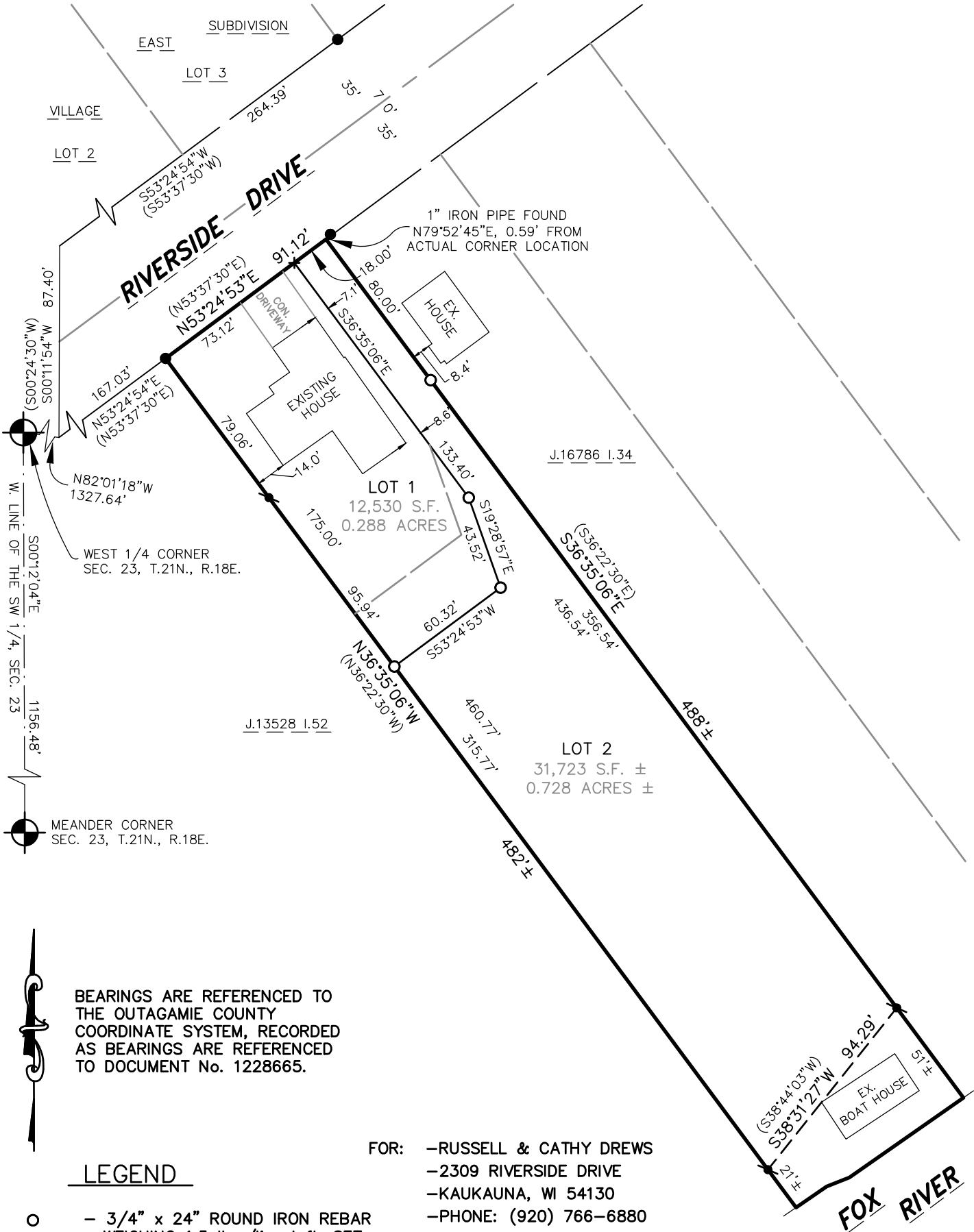
Date introduced, approved and adopted: March 17, 2021

VILLAGE OF LITTLE CHUTE:

By: _____
Michael R. Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk

ALL OF CERTIFIED SURVEY MAP No. 5663 AS RECORDED IN VOLUME 32 OF CERTIFIED SURVEY MAPS ON PAGE 5663 AS RECORDED DOCUMENT No. 1765694, IN GOVERNMENT LOT 3, SECTION 23, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

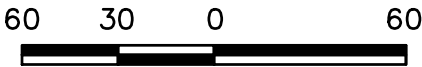


BEARINGS ARE REFERENCED TO THE OUTAGAMIE COUNTY COORDINATE SYSTEM, RECORDED AS BEARINGS ARE REFERENCED TO DOCUMENT No. 1228665.

LEGEND

- - 3/4" x 24" ROUND IRON REBAR WEIGHING 1.5 lbs./lineal ft. SET
- - 3/4" ROUND STEEL REBAR FOUND
- × - CHISEL CROSS FOUND
- - 1" IRON PIPE FOUND
- ⊙ - CERTIFIED LAND CORNER OUTAGAMIE COUNTY
- S.F. - SQUARE FEET

FOR: -RUSSELL & CATHY DREWS
-2309 RIVERSIDE DRIVE
-KAUKAUNA, WI 54130
-PHONE: (920) 766-6880



DRAFTED BY: Corey W. Kalkofen

McMAHON
ASSOCIATES

ENGINEERS | ARCHITECTS | SURVEYORS | PROJECT MANAGERS
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing: P.O.BOX 1025 NEENAH, WI 54957-1025
Tel: (920) 751-4200 Fax: (920) 751-4284

ALL OF CERTIFIED SURVEY MAP NO. 5663 AS RECORDED IN VOLUME 32 OF CERTIFIED SURVEY MAPS ON PAGE 5663 AS RECORDED DOCUMENT NO. 1765694, IN GOVERNMENT LOT 3, SECTION 23, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

I, David M. Schmalz, Wisconsin Registered Land Surveyor S-1284, certify that I have surveyed, divided and mapped all of Certified Survey Map No. 5663 as Recorded in Volume 32 of Certified Survey Maps on Page 5663 as Recorded Document No. 1765694, a part of Government Lot 3, Section 23, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin containing 44,253 Square Feet (1.016 Acres) of land more or less and more:

I further certify that this map is a correct representation of the exterior boundary lines of the land surveyed and the division of that land, and that I have complied with section 236.34 of the Wisconsin Statutes and Village of Little Chute Subdivision Ordinance in surveying, dividing and mapping the same.

Given under my hand and seal this _____ day of _____, 2021.

David M. Schmalz, Reg. WI Land Surveyor S-1284

VILLAGE BOARD APPROVAL

Approved by the Village of Little Chute, Outagamie County, Wisconsin, by the Village Board on the _____ day of _____, 20____.

Village President
Michael Vanden Berg

Village Finance Director
Lisa Remiker-Dewall

CERTIFICATE OF TREASURERS

I, being the duly elected, qualified and acting Treasurer, do hereby certify that in accordance with the records in my office there are no un-paid taxes or un-paid special assessments on any of the lands included in this Certified Survey Map as of:

Village Finance Director Date
Lisa Remiker-Dewall

County Treasurer Date
Trenten Woelfel

NOTE:

THIS CSM IS ALL OF TAX PARCEL Nos. 260143500 AND 260143501

THE PROPERTY OWNERS OF RECORD ARE: CATHY L. & RUSSELL G. DREWS

THIS PROPERTY IS CONTAINED WHOLLY WITHIN LANDS DESCRIBED IN DOCUMENT NO. 1228665

CERTIFIED SURVEY MAP NO. _____

PAGE 3 OF 3

ALL OF CERTIFIED SURVEY MAP NO. 5663 AS RECORDED IN VOLUME 32 OF CERTIFIED
SURVEY MAPS ON PAGE 5663 AS RECORDED DOCUMENT NO. 1765694, IN GOVERNMENT LOT
3, SECTION 23, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE
COUNTY, WISCONSIN

OWNER's CERTIFICATE

Russell G. Drews & Cathy L. Drews, as Owners, We hereby certify that we caused the
land described on this map to be surveyed, divided and mapped as represented on
this map.

Village of Little Chute

Dated this _____ day of _____, 20____.

Russell G. Drews

Witness

Cathy L. Drews

Witness

State of Wisconsin)
)ss
_____ County)

Personally appeared before me on the _____ day of _____, 20____,
the above named person(s) to me known to be the person(s) who executed the
foregoing instrument, and acknowledged the same.

Notary Public

_____ County, _____

My commission expires _____

VILLAGE OF LITTLE CHUTE

RESOLUTION NO. 6, SERIES OF 2021

**A RESOLUTION APPROVING A CSM TO DIVIDE A PARCEL FOR THE
GRIFFIN COMPNY OF LITTLE CHUTE WI, LLC**

WHEREAS, The Griffin Company of Little Chute, Wisconsin, LLC as owner of Parcel #260291200 and 260291201 have presented a Certified Survey Map to the Village of Little Chute Board of Trustees as prepared by Jim 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: March 17, 2021

VILLAGE OF LITTLE CHUTE:

By: _____
Michael R. Vanden Berg, Village President

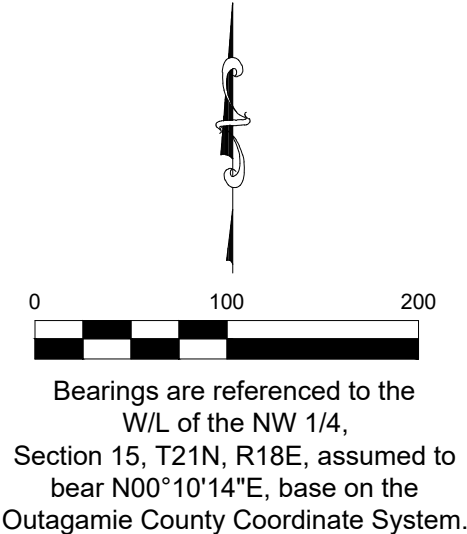
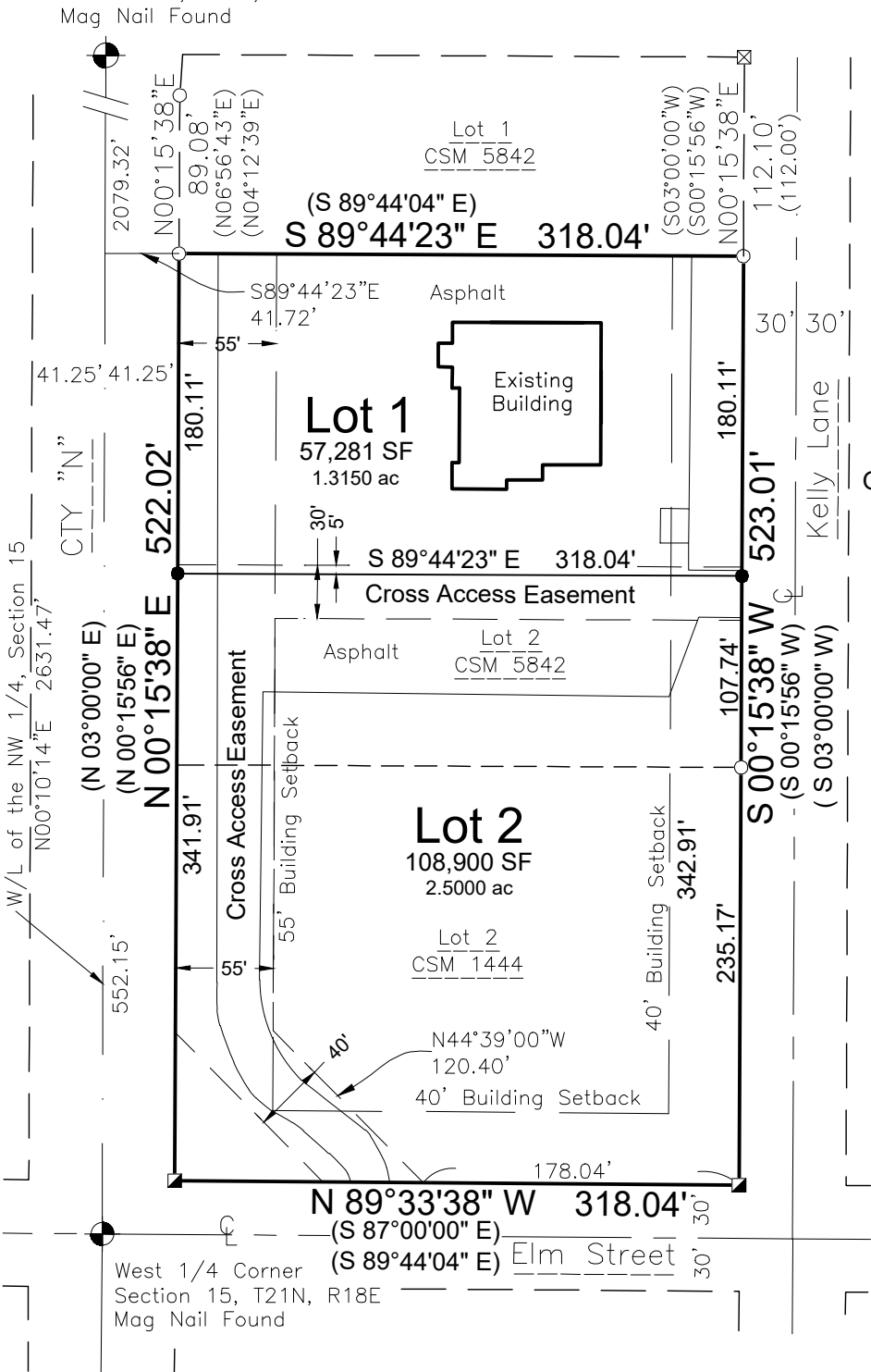
Attest: _____
Laurie Decker, Village Clerk

Certified Survey Map No. _____

All of Lot 2, Certified Survey Map 1444, and all of Lot 2, Certified Survey Map 5842, located in the Southwest 1/4 of the Northwest 1/4 of Section 15, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin.

Survey for:
The Griffin Company of Little Chute, Wisconsin, LLC,
PO Box 243
Little Chute, WI 54140

Northwest Corner
Section 15, T21N, R18E
Mag Nail Found



LEGEND

- 3/4" x 18" Steel Rebar @ 1.50lbs/LF SET
- 3/4" Rebar Found
- 1.3" O.D. Iron Pipe Found
- 2.3" O.D. Iron Pipe Found
- ⊠ Chiseled "X" Found
- Government Corner
- () Recorded As

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



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

File: 6515CSM.dwg
Date: 02/12/2021
Drafted By: jim
Sheet: 1 of 3

Certified Survey Map No. _____

All of Lot 2, Certified Survey Map 1444, and all of Lot 2, Certified Survey Map 5842, located in the Southwest 1/4 of the Northwest 1/4 of Section 15, 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 The Griffin Company of Little Chute, Wisconsin, 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 all of Lot 2, Certified Survey Map 1444, Recorded as Document No. 1055647 and all of Lot 2, Certified Survey Map 5842, recorded as Document Number 1646464 in the Outagamie County Register of Deeds, being part of the Southwest 1/4 of the Northwest 1/4 of Section 15, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin, containing 166,181 Square Feet (3.8150 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-26

Owner's Certificate of Dedication

Griffin Company of Little Chute, Wisconsin, 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

In the presence of: Griffin Company of Little Chute, Wisconsin, LLC

Managing Member Date

Print Name

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 2, Certified Survey Map 1444, and all of Lot 2, Certified Survey Map 5842, located in the Southwest 1/4 of the Northwest 1/4 of Section 15, 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, Village of Little Chute, the property owner, is hereby approved by the Village Board of the Village of Little Chute.

Village President

Date _____

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.

Village Treasurer

Date _____

County Treasurer

Date _____

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

Property owners of record:
The Griffin Company of Little Chute,
Wisconsin, LLC

Recording Information:
Doc. 1646464

Parcel Number(s):
26-0-2912-00
26-0-2912-01

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

Feb 12, 2021 - 11:42 AM J:\Projects\6515hie\dwg\Civil 3D\6515CSM.dwg Printed by: jim

File: 6515CSM.dwg
Date: 02/12/2021
Drafted By: jim
Sheet: 3 of 3

DISBURSEMENT LIST- March 17, 2021



| | |
|---|--------------|
| Payroll & Payroll Liabilities - March 4, 2021 | \$217,559.66 |
| Prepaid Invoices - March 5, 2021 | \$65,654.03 |
| Prepaid Invoices - March 12, 2021 | \$89,659.22 |
| Utility Commission- March 16, 2021 | \$196,605.12 |

CURRENT ITEMS

| | |
|--|-----------------------|
| Bills List - March 17, 2021 | \$635,045.15 |
| Total Payroll, Prepaid & Invoices | \$1,204,523.18 |

The above payments are recommended for approval:

Rejected: _____

Approved March 17, 2021

Michael R Vanden Berg, Village President

Laurie Decker, Clerk

| Invoice | Type | Description | Total Cost | Terms | 1099 | Period | GL Account |
|---|-------|--|------------|-------|------|--------|---------------|
| 2021 REFUNDS-MISCELLANEOUS (5180) | | | | | | | |
| BD376682-5 | Invoi | OVERPAYMENT ON CITATION BD376682-5 | 21.00 | Open | Non | 03/21 | 101-35101 |
| Total 2021 REFUNDS-MISCELLANEOUS (5180): | | | 21.00 | | | | |
| 2021 UTILITY REFUNDS (5169) | | | | | | | |
| 121149422 | Invoi | OVERPAYMENT REFUND ACCT #1-211494-22 | 50.21 | Open | Non | 03/21 | 001-15000 |
| Total 2021 UTILITY REFUNDS (5169): | | | 50.21 | | | | |
| AMPLITEL TECHNOLOGIES (4637) | | | | | | | |
| 17214 | Invoi | MONTHLY MANAGED SERVICES & MONTHLY BAC | 3,055.00 | Open | Non | 03/21 | 404-57190-204 |
| 17214 | Invoi | ANTIVIRUS, OFFICE 365, EXCHANGE ONLINE, DU | 730.00 | Open | Non | 03/21 | 404-57190-208 |
| Total AMPLITEL TECHNOLOGIES (4637): | | | 3,785.00 | | | | |
| ASCENSION MEDICAL GROUP-FOX VALLEY WI (2514) | | | | | | | |
| 394490 | Invoi | EAP STANDARD SERVICE-1ST QUARTER | 129.75 | Open | Med | 03/21 | 101-51780-204 |
| 394490 | Invoi | EAP STANDARD SERVICE-1ST QUARTER | 119.37 | Open | Med | 03/21 | 101-53310-204 |
| 394490 | Invoi | EAP STANDARD SERVICE-1ST QUARTER | 160.89 | Open | Med | 03/21 | 207-52120-204 |
| Total ASCENSION MEDICAL GROUP-FOX VALLEY WI (2514): | | | 410.01 | | | | |
| BILL FOX CO LLC (2552) | | | | | | | |
| 20714 | Invoi | 1 FIRE DEPARTMENT RING | 3,445.00 | Open | Non | 02/21 | 101-52200-219 |
| Total BILL FOX CO LLC (2552): | | | 3,445.00 | | | | |
| BUILDING SERVICE INC (4436) | | | | | | | |
| 116767 | Invoi | OFFICE CHAIR-JENSEN | 452.79 | Open | Non | 03/21 | 101-52050-221 |
| Total BUILDING SERVICE INC (4436): | | | 452.79 | | | | |
| CELLCOM (4683) | | | | | | | |
| 434005 | Invoi | ENGINEERING PHONE CHARGES | 104.48 | Open | Non | 02/21 | 452-57331-203 |
| 434005 | Invoi | DPW PHONE CHARGES | 102.81 | Open | Non | 02/21 | 101-53310-203 |
| 434005 | Invoi | PARKS PHONE CHARGES | 56.43 | Open | Non | 02/21 | 101-55200-203 |
| 434005 | Invoi | REC PHONE CHARGES | 118.52 | Open | Non | 02/21 | 101-55300-203 |
| 434005 | Invoi | FACILITIES PHONE CHARGES | 14.97 | Open | Non | 02/21 | 101-51650-203 |
| 434005 | Invoi | INSPECTOR PHONE CHARGES | 14.30 | Open | Non | 02/21 | 101-52050-203 |
| 434005 | Invoi | COMMUNITY DEVELOPER CHARGES | 14.30 | Open | Non | 02/21 | 101-51530-208 |
| 434005 | Invoi | IPAD STORM | 30.97 | Open | Non | 02/21 | 630-53442-218 |
| 434005 | Invoi | IPAD STREETS | 61.94 | Open | Non | 02/21 | 101-53300-218 |
| 434005 | Invoi | IPAD VEHICLE MAINTENANCE | 30.97 | Open | Non | 02/21 | 101-53330-218 |
| 434005 | Invoi | IPAD SANITARY SEWER | 30.97 | Open | Non | 02/21 | 610-53612-218 |
| Total CELLCOM (4683): | | | 580.66 | | | | |
| CONWAY SHIELD (3828) | | | | | | | |
| 465782 | Invoi | BLACKINTON NICKEL BADGES | 419.00 | Open | Non | 13/20 | 101-52200-219 |
| Total CONWAY SHIELD (3828): | | | 419.00 | | | | |
| DORNER COMPANY (4840) | | | | | | | |
| 156224 | Invoi | FOUR BUTTERFLY VALVES | 3,315.94 | Open | Non | 02/21 | 620-53634-255 |

| Invoice | Type | Description | Total Cost | Terms | 1099 | Period | GL Account |
|---|-------|---|------------|-------|------|--------|---------------|
| Total DORNER COMPANY (4840): | | | 3,315.94 | | | | |
| EAST CENTRAL RPC (4993) | | | | | | | |
| 030321 | Invoi | SANITARY PERMIT REVIEW-'21 UTILITY & STREET | 75.00 | Open | Non | 03/21 | 416-50240-204 |
| 030321-1 | Invoi | SANITARY PERMIT REVIEW-'21 SANITARY SEWER | 75.00 | Open | Non | 03/21 | 610-51229-204 |
| Total EAST CENTRAL RPC (4993): | | | 150.00 | | | | |
| ENVISION SURFACES LLC (5189) | | | | | | | |
| 5910 | Invoi | INSTALLATION OF COUNTER TOPS | 1,437.00 | Open | Non | 03/21 | 206-55110-306 |
| Total ENVISION SURFACES LLC (5189): | | | 1,437.00 | | | | |
| FERGUSON ENTERPRISES LLC #448 #1020 (2046) | | | | | | | |
| WN283845 | Invoi | STAINLESS STEEL FLANGES | 327.79 | Open | Non | 02/21 | 620-53634-255 |
| WN283849 | Invoi | BACK-UP FLANGES | 895.59 | Open | Non | 02/21 | 620-53634-255 |
| Total FERGUSON ENTERPRISES LLC #448 #1020 (2046): | | | 1,223.38 | | | | |
| FERGUSON WATERWORKS LLC #1476 (221) | | | | | | | |
| 322824 | Invoi | STAINLESS STEEL CLAMPS | 142.83 | Open | Non | 02/21 | 620-53644-251 |
| Total FERGUSON WATERWORKS LLC #1476 (221): | | | 142.83 | | | | |
| GRAINGER (2338) | | | | | | | |
| 9802028614 | Invoi | 2-WAY VALVE | 381.89 | Open | Non | 02/21 | 620-53634-255 |
| Total GRAINGER (2338): | | | 381.89 | | | | |
| HALLMAN LINDSAY (2165) | | | | | | | |
| M0110590 | Invoi | PAINT & SUPPLIES | 433.33 | Open | Non | 02/21 | 206-55110-306 |
| M0110739 | Invoi | PAINT & SUPPLIES | 381.89 | Open | Non | 02/21 | 206-55110-306 |
| M0110848 | Invoi | PAINT & SUPPLIES | 42.47 | Open | Non | 02/21 | 206-55110-306 |
| Total HALLMAN LINDSAY (2165): | | | 857.69 | | | | |
| INGRAM LIBRARY SERVICES (4508) | | | | | | | |
| 51280320 | Invoi | BOOKS | 520.40 | Open | Non | 02/21 | 206-55110-206 |
| 51340173 | Invoi | BOOKS | 1,409.80 | Open | Non | 02/21 | 206-55110-206 |
| 51390404 | Invoi | BOOKS | 252.02 | Open | Non | 02/21 | 206-55110-206 |
| 51471497 | Invoi | BOOKS | 127.52 | Open | Non | 02/21 | 206-55110-206 |
| Total INGRAM LIBRARY SERVICES (4508): | | | 2,309.74 | | | | |
| J & E CONSTRUCTION CO INC. (18) | | | | | | | |
| 2021-917 | Invoi | STONE | 667.58 | Open | Non | 03/21 | 630-53442-216 |
| 2021-917 | Invoi | STONE | 311.81 | Open | Non | 03/21 | 101-55200-242 |
| Total J & E CONSTRUCTION CO INC. (18): | | | 979.39 | | | | |
| LEAGUE OF WI MUNICIPALITIES (653) | | | | | | | |
| 82406 | Invoi | LEAF COLLECTION STUDY 2020-2023 | 1,000.00 | Open | Non | 02/21 | 630-53444-204 |
| Total LEAGUE OF WI MUNICIPALITIES (653): | | | 1,000.00 | | | | |

| Invoice | Type | Description | Total Cost | Terms | 1099 | Period | GL Account |
|---|-------|------------------------------------|------------|-------|------|--------|---------------|
| LINDNER ACE HARDWARE LITTLE CHUTE (4702) | | | | | | | |
| 268142-325003 | Invoi | CABLES TIES | 7.59 | Open | Non | 02/21 | 620-53644-221 |
| 268425-325003 | Invoi | DIGITAL THERMOMETER | 11.78 | Open | Non | 02/21 | 620-53644-216 |
| 268456-325003 | Invoi | RETURNED MERCHANDISE | 1.79- | Open | Non | 02/21 | 620-53644-216 |
| 268473-325003 | Invoi | MEASURING WHEEL | 35.99 | Open | Non | 02/21 | 620-53644-221 |
| Total LINDNER ACE HARDWARE LITTLE CHUTE (4702): | | | 53.57 | | | | |
| MARCO TECHNOLOGIES LLC (3100) | | | | | | | |
| 8470880 | Invoi | VOICEMAIL UPGRADE | 1,068.75 | Open | Non | 02/21 | 404-57190-204 |
| Total MARCO TECHNOLOGIES LLC (3100): | | | 1,068.75 | | | | |
| MCCLONE (4766) | | | | | | | |
| 4516 | Invoi | 20/21 WORKER'S COMP AUDIT | 982.00 | Open | Non | 13/20 | 207-52120-230 |
| 4516 | Invoi | 20/21 WORKER'S COMP AUDIT | 235.00 | Open | Non | 13/20 | 610-53614-230 |
| 4516 | Invoi | 20/21 WORKER'S COMP AUDIT | 1,226.00- | Open | Non | 13/20 | 620-53924-230 |
| 4516 | Invoi | 20/21 WORKER'S COMP AUDIT | 699.00 | Open | Non | 13/20 | 630-53444-230 |
| 4516 | Invoi | 20/21 WORKER'S COMP AUDIT | 3,651.00 | Open | Non | 13/20 | 101-51900-230 |
| 4516 | Invoi | 20/21 WORKER'S COMP AUDIT | 220.00 | Open | Non | 13/20 | 204-55420-230 |
| 4516 | Invoi | 20/21 WORKER'S COMP AUDIT | 57.00 | Open | Non | 13/20 | 206-55110-230 |
| 4516 | Invoi | 20/21 WORKER'S COMP AUDIT | 61.00 | Open | Non | 13/20 | 101-52250-230 |
| Total MCCLONE (4766): | | | 4,679.00 | | | | |
| MENARDS - APPLETON EAST (319) | | | | | | | |
| 98536 | Invoi | PLASTER BONDER | 115.39 | Open | Non | 02/21 | 206-55110-242 |
| Total MENARDS - APPLETON EAST (319): | | | 115.39 | | | | |
| MIDWEST METER INC (4407) | | | | | | | |
| 128858 | Invoi | METERS, BASES AND ACCESSORIES | 17,221.89 | Open | Non | 02/21 | 620-53634-255 |
| 129146 | Invoi | METERS, BASES AND ACCESSORIES | 8,762.80 | Open | Non | 02/21 | 620-53644-253 |
| 129160 | Invoi | CAGE SEAL | 86.10 | Open | Non | 02/21 | 620-53644-253 |
| Total MIDWEST METER INC (4407): | | | 26,070.79 | | | | |
| MIDWEST SALT LLC (5001) | | | | | | | |
| P454367 | Invoi | INDUSTRIAL SOUTHERN COARSE SALT | 3,074.61 | Open | Non | 13/20 | 620-53634-224 |
| P456095 | Invoi | INDUSTRIAL SOUTHERN COARSE SALT | 2,744.28 | Open | Non | 02/21 | 620-53634-224 |
| Total MIDWEST SALT LLC (5001): | | | 5,818.89 | | | | |
| NEWS PUBLISHING CO INC (857) | | | | | | | |
| 504583 | Invoi | NOTICE OF LIBRARY RENOVATION | 151.43 | Open | Non | 02/21 | 101-51440-227 |
| 504584 | Invoi | BUDGET ADJUSTMENT-PARK IMPROVEMENT | 9.79 | Open | Non | 02/21 | 101-51440-227 |
| 505373 | Invoi | ADVERTISEMENT FOR KAYAK LAUNCH | 126.47 | Open | Non | 02/21 | 101-51440-227 |
| 505375 | Invoi | NOTICE OF LIBRARY RENOVATION | 120.63 | Open | Non | 02/21 | 101-51440-227 |
| 505946 | Invoi | ADVERTISEMENT FOR KAYAK LAUNCH | 100.91 | Open | Non | 02/21 | 101-51440-227 |
| Total NEWS PUBLISHING CO INC (857): | | | 509.23 | | | | |
| OUTAGAMIE COUNTY TREASURER (486) | | | | | | | |
| 1018510 | Invoi | JANUARY FUEL BILL | 28.56 | Open | Non | 02/21 | 101-52050-247 |
| 1018510 | Invoi | JANUARY FUEL BILL | 12.87 | Open | Non | 02/21 | 630-53441-247 |
| 1018510 | Invoi | JANUARY FUEL BILL | 321.13 | Open | Non | 02/21 | 630-53442-247 |
| 1018510 | Invoi | JANUARY FUEL BILL | 1,901.15 | Open | Non | 02/21 | 201-53620-247 |

| Invoice | Type | Description | Total Cost | Terms | 1099 | Period | GL Account |
|--|-------|---|------------|-------|------|--------|---------------|
| 1018510 | Invoi | JANUARY FUEL BILL | 155.49 | Open | Non | 02/21 | 101-55200-247 |
| 1018510 | Invoi | JANUARY FUEL BILL | 158.40 | Open | Non | 02/21 | 101-55440-247 |
| 1018510 | Invoi | JANUARY FUEL BILL | 18.45 | Open | Non | 02/21 | 101-55300-247 |
| 1018510 | Invoi | JANUARY FUEL BILL | 87.07 | Open | Non | 02/21 | 101-52200-247 |
| 1018510 | Invoi | JANUARY FUEL BILL | 158.56 | Open | Non | 02/21 | 610-53612-247 |
| 1018510 | Invoi | JANUARY FUEL BILL | 265.88 | Open | Non | 02/21 | 620-53644-247 |
| 1018510 | Invoi | JANUARY FUEL BILL | 1,506.39 | Open | Non | 02/21 | 101-53330-217 |
| Total OUTAGAMIE COUNTY TREASURER (486): | | | 4,613.95 | | | | |
| RIVERSIDE BY REYNEBEAU FLORAL (322) | | | | | | | |
| 155186/1 | Invoi | FLORAL ARRANGEMENT- BAST | 48.50 | Open | Non | 02/21 | 101-51960-211 |
| Total RIVERSIDE BY REYNEBEAU FLORAL (322): | | | 48.50 | | | | |
| SPEEDY CLEAN DRAIN & SEWER (122) | | | | | | | |
| 72278 | Invoi | PUMPED THE GREASE TRAP | 235.00 | Open | Non | 03/21 | 206-55110-243 |
| Total SPEEDY CLEAN DRAIN & SEWER (122): | | | 235.00 | | | | |
| TIME WARNER CABLE (89) | | | | | | | |
| 02/21 60703290180 | Invoi | FEBRUARY/MARCH SERVICE | 106.16 | Open | Non | 02/21 | 620-53924-203 |
| 02/21 70590040100 | Invoi | FEBRUARY/MARCH SERVICE | 63.57 | Open | Non | 02/21 | 101-52200-203 |
| Total TIME WARNER CABLE (89): | | | 169.73 | | | | |
| VALLEY LIQUOR (1239) | | | | | | | |
| 892229 | Invoi | BEVERAGES AND SUPPLIES | 149.45 | Open | Non | 02/21 | 101-52200-211 |
| 893233 | Invoi | BEVERAGES AND SUPPLIES | 149.45 | Open | Non | 02/21 | 101-52200-211 |
| 894163 | Invoi | BEVERAGES AND SUPPLIES | 149.45 | Open | Non | 02/21 | 101-52200-211 |
| 894524 | Invoi | CO2 REFILL | 14.50 | Open | Non | 02/21 | 101-52200-211 |
| 895093 | Invoi | BEVERAGES AND SUPPLIES | 149.45 | Open | Non | 02/21 | 101-52200-211 |
| Total VALLEY LIQUOR (1239): | | | 612.30 | | | | |
| VERIZON WIRELESS (3606) | | | | | | | |
| 9873358456 | Invoi | JANUARY/FEBRUARY SERVICE | 67.62 | Open | Non | 02/21 | 620-53924-203 |
| Total VERIZON WIRELESS (3606): | | | 67.62 | | | | |
| VILLAGE OF KIMBERLY (998) | | | | | | | |
| 202101 | Invoi | VLC PORTION OF LEGAL SERVICE INV RE:LIBRA | 629.78 | Open | Non | 13/20 | 206-55110-262 |
| Total VILLAGE OF KIMBERLY (998): | | | 629.78 | | | | |
| Grand Totals: | | | 65,654.03 | | | | |

Report GL Period Summary

Vendor number hash: 151271
 Vendor number hash - split: 246006
 Total number of invoices: 54
 Total number of transactions: 85

| Terms Description | Invoice Amount | Net Invoice Amount |
|-------------------|----------------|--------------------|
| Open Terms | 65,654.03 | 65,654.03 |
| Grand Totals: | 65,654.03 | 65,654.03 |

| Invoice | Type | Description | Total Cost | Terms | 1099 | Period | GL Account |
|--|------------|--|------------|-------|------|--------|---------------|
| 2021 UTILITY REFUNDS (5169) | | | | | | | |
| 125145010 | Invoi | OVERPAYMENT REFUND ACCT #1-251450-10 | 10.00 | Open | Non | 03/21 | 001-15000 |
| Total 2021 UTILITY REFUNDS (5169): | | | 10.00 | | | | |
| AMPLITEL TECHNOLOGIES (4637) | | | | | | | |
| 17213 | Invoi | MONTHLY BACK-UP, MANAGED SERVICES, OFFIC | 3,825.00 | Open | Non | 03/21 | 207-52120-204 |
| 17213 | Invoi | MONTHLY ANTIVIRUS, DROPSUITE-MARCH | 316.00 | Open | Non | 03/21 | 207-52120-240 |
| 17213 | Invoi | MULTI-FACTOR AUTHENTICATION FROM DUO | 3.50 | Open | Non | 03/21 | 207-52120-204 |
| Total AMPLITEL TECHNOLOGIES (4637): | | | 4,144.50 | | | | |
| APPLETON SIGN COMPANY (377) | | | | | | | |
| 210092-1 | Invoi | NELSON CROSSING ARCHWAY | 12,434.50 | Open | Non | 03/21 | 420-57620-277 |
| Total APPLETON SIGN COMPANY (377): | | | 12,434.50 | | | | |
| ASSOCIATED APPRAISAL CONSULTANTS (1939) | | | | | | | |
| 153117 | Invoi | PROFESSIONAL SERVICES-MARCH | 1,991.67 | Open | Non | 03/21 | 101-51530-204 |
| 153117 | Invoi | 2021 REVALUATION PROGRAM | 5,557.50 | Open | Non | 03/21 | 101-51530-204 |
| 153117 | Invoi | POSTAGE FOR 2021 REVALUATION PROGRAM | 4.00 | Open | Non | 03/21 | 101-51530-204 |
| Total ASSOCIATED APPRAISAL CONSULTANTS (1939): | | | 7,553.17 | | | | |
| AT & T (5080) | | | | | | | |
| 287294953059 | 03/2 Invoi | JAN/FEB SERVICE | 464.52 | Open | Non | 03/21 | 101-52200-203 |
| Total AT & T (5080): | | | 464.52 | | | | |
| CITY OF APPLETON (68) | | | | | | | |
| 6299 | Invoi | JANUARY & FEBRUARY 2021 TRANSIT | 14,958.00 | Open | Non | 02/21 | 101-51780-233 |
| Total CITY OF APPLETON (68): | | | 14,958.00 | | | | |
| COOKING LIGHT (5191) | | | | | | | |
| 030921 | Invoi | MAGAZINE SUBSCRIPTION | 20.00 | Open | Non | 03/21 | 206-55110-207 |
| Total COOKING LIGHT (5191): | | | 20.00 | | | | |
| CRAFTY AMERICAN (5193) | | | | | | | |
| 000059 | Invoi | CAN COOLERS | 765.00 | Open | Non | 03/21 | 101-52200-219 |
| Total CRAFTY AMERICAN (5193): | | | 765.00 | | | | |
| DAMAGE PREVENTION SERVICES (4068) | | | | | | | |
| 3386 | Invoi | FEBRUARY LOCATES | 542.00 | Open | Non | 02/21 | 610-53612-209 |
| 3386 | Invoi | FEBRUARY LOCATES | 692.50 | Open | Non | 02/21 | 620-53644-209 |
| 3386 | Invoi | FEBRUARY LOCATES | 563.50 | Open | Non | 02/21 | 630-53442-209 |
| 3386 | Invoi | FEBRUARY LOCATES | 262.50 | Open | Non | 02/21 | 101-53300-204 |
| Total DAMAGE PREVENTION SERVICES (4068): | | | 2,060.50 | | | | |
| EVERYTHING DEFIBRILLATORS LLC (5153) | | | | | | | |
| 16 | Invoi | AED PADS | 1,122.37 | Open | Non | 02/21 | 207-52120-213 |
| Total EVERYTHING DEFIBRILLATORS LLC (5153): | | | 1,122.37 | | | | |

| Invoice | Type | Description | Total Cost | Terms | 1099 | Period | GL Account |
|---|-------|--|------------|-------|------|--------|---------------|
| HALLMAN LINDSAY (2165) | | | | | | | |
| M0110599 | Invoi | GLOSS FOR PICNIC TABLES | 41.99 | Open | Non | 02/21 | 101-55200-218 |
| Total HALLMAN LINDSAY (2165): | | | 41.99 | | | | |
| KWIK TRIP INC (2365) | | | | | | | |
| FEB 2021 286768 | Invoi | FEB FUEL FOR SQUADS | 3,111.74 | Open | Non | 02/21 | 207-52120-247 |
| Total KWIK TRIP INC (2365): | | | 3,111.74 | | | | |
| LAPPEN SECURITY PRODUCTS INC (735) | | | | | | | |
| LSPQ44702 | Invoi | PVC ULTRA CARD | 25.00 | Open | Non | 03/21 | 101-51440-206 |
| Total LAPPEN SECURITY PRODUCTS INC (735): | | | 25.00 | | | | |
| MARCO INC (3910) | | | | | | | |
| 28794141 | Invoi | MONTHLY COPIER LEASE-1493357-FEBRUARY 20 | 315.62 | Open | Non | 02/21 | 207-52120-207 |
| Total MARCO INC (3910): | | | 315.62 | | | | |
| MCPAHON ASSOCIATES INC (276) | | | | | | | |
| 921113 | Invoi | NORTH SIDE STORM SEWER INTERCEPTOR | 4,353.05 | Open | Non | 02/21 | 416-51216-261 |
| Total MCPAHON ASSOCIATES INC (276): | | | 4,353.05 | | | | |
| NORTHEAST WI TECHNICAL COLLEGE (37) | | | | | | | |
| CS34899 | Invoi | EVIDENCE TECH TRAINING | 240.00 | Open | Non | 03/21 | 207-52120-201 |
| CS34902 | Invoi | EVIDENCE TECH TRAINING | 320.00 | Open | Non | 03/21 | 207-52120-201 |
| Total NORTHEAST WI TECHNICAL COLLEGE (37): | | | 560.00 | | | | |
| O'REILLY AUTOMOTIVE INC (1036) | | | | | | | |
| 2043-255887 | Invoi | PINION SEAL #58 | 12.67 | Open | Non | 02/21 | 101-53330-225 |
| 2043-257388 | Invoi | LIGHT BULB #41 | 5.45 | Open | Non | 02/21 | 101-53330-225 |
| 2043-258049 | Invoi | TOOL TO FIX AXLE #58 | 19.99 | Open | Non | 02/21 | 101-53330-225 |
| 2043-258087 | Invoi | HANDLE #86 | 98.35 | Open | Non | 02/21 | 101-53330-225 |
| 2043-258097 | Invoi | CONTACT CLEANER FOR SHOP | 15.98 | Open | Non | 02/21 | 101-53330-218 |
| Total O'REILLY AUTOMOTIVE INC (1036): | | | 152.44 | | | | |
| OUTAGAMIE CO REGISTER OF DEEDS (173) | | | | | | | |
| 202100000098 | Invoi | RECORDING FEES - EASEMENT | 30.00 | Open | Non | 02/21 | 101-51440-262 |
| Total OUTAGAMIE CO REGISTER OF DEEDS (173): | | | 30.00 | | | | |
| POCKET PRESS INC (2367) | | | | | | | |
| 116228 | Invoi | CRIMINAL & TRAFFIC LAW BOOKS | 78.42 | Open | Non | 02/21 | 207-52120-208 |
| Total POCKET PRESS INC (2367): | | | 78.42 | | | | |
| THEDACARE (1983) | | | | | | | |
| FEB 2021 1210055 | Invoi | FEBRUARY BLOOD DRAWS | 212.50 | Open | Med | 02/21 | 207-52120-204 |
| Total THEDACARE (1983): | | | 212.50 | | | | |
| TIME WARNER CABLE (89) | | | | | | | |
| 02/21 71391120150 | Invoi | FEBRUARY/MARCH SERVICE | 219.99 | Open | Non | 02/21 | 207-52120-203 |

| Invoice | Type | Description | Total Cost | Terms | 1099 | Period | GL Account |
|------------------------------------|-------|------------------------------------|------------|-------|------|--------|---------------|
| 02/21 71406480150 | Invoi | FEBRUARY/MARCH SERVICE | 147.71 | Open | Non | 02/21 | 207-52120-203 |
| 03/21 70953560100 | Invoi | MARCH/APRIL SERVICE | 220.98 | Open | Non | 03/21 | 101-51650-203 |
| Total TIME WARNER CABLE (89): | | | 588.68 | | | | |
| US POSTMASTER (264) | | | | | | | |
| MARCH 2021 | Invoi | POSTAGE-SPRING/SUMMER BOOK MAILING | 513.29 | Open | Non | 03/21 | 204-55420-226 |
| MARCH 2021 | Invoi | POSTAGE-SPRING/SUMMER BOOK MAILING | 513.28 | Open | Non | 03/21 | 101-55300-226 |
| Total US POSTMASTER (264): | | | 1,026.57 | | | | |
| VINTON CONSTRUCTION CO (29) | | | | | | | |
| 2020002-3 | Invoi | FINAL PYMT-2020 PAVING-HOMEWOOD CT | 13,105.20 | Open | Non | 03/21 | 452-51016-263 |
| 2020002-3 | Invoi | FINAL PYMT-2020 PAVING-CAROL LYNN | 22,525.45 | Open | Non | 03/21 | 452-51019-263 |
| Total VINTON CONSTRUCTION CO (29): | | | 35,630.65 | | | | |
| Grand Totals: | | | 89,659.22 | | | | |

Report GL Period Summary

Vendor number hash: 56663
Vendor number hash - split: 82312
Total number of invoices: 30
Total number of transactions: 39

| Terms Description | Invoice Amount | Net Invoice Amount |
|-------------------|----------------|--------------------|
| Open Terms | 89,659.22 | 89,659.22 |
| Grand Totals: | 89,659.22 | 89,659.22 |

Report Criteria:

Invoice Detail.Voided = {=} FALSE

| Invoice | Description | Total Cost | Period | GL Account |
|--|---------------------------------------|------------|--------|---------------|
| ADVANCE CONSTRUCTION INC | | | | |
| 2020005-1 | DOWNTOWN STORM SEWER PROJECT | 151,627.67 | 02/21 | 418-51219-263 |
| Total ADVANCE CONSTRUCTION INC: | | 151,627.67 | | |
| AIRGAS USA LLC | | | | |
| 9110278366 | CYLINDER RENTALS | 35.07 | 02/21 | 101-53330-218 |
| 9977532218 | CYLINDER RENTALS | 55.91 | 02/21 | 101-53330-218 |
| Total AIRGAS USA LLC: | | 90.98 | | |
| AMERICAN FIDELITY ASSURANCE (T00890)AWD | | | | |
| 2095638A | FLEX SPENDING MARCH | 1,462.53 | 03/21 | 101-21368 |
| Total AMERICAN FIDELITY ASSURANCE (T00890)AWD: | | 1,462.53 | | |
| ASCENSION MEDICAL GROUP-FOX VALLEY WI | | | | |
| 394513 | AUDIOGRAMS | 140.00 | 02/21 | 207-52120-225 |
| 394513 | AUDIOGRAMS | 35.00 | 02/21 | 101-52350-204 |
| 394677 | DRUG SCREEN | 130.00 | 02/21 | 101-53310-213 |
| Total ASCENSION MEDICAL GROUP-FOX VALLEY WI: | | 305.00 | | |
| AT&T LONG DISTANCE | | | | |
| 03/21 845626857 | JAN/FEB CHARGES | 8.99 | 02/21 | 101-51650-203 |
| 03/21 845626857 | JAN/FEB CHARGES | .31 | 02/21 | 207-52120-203 |
| 03/21 845626857 | JAN/FEB CHARGES | 21.05 | 02/21 | 620-53924-203 |
| Total AT&T LONG DISTANCE: | | 30.35 | | |
| AUTOMATED COMFORT CONTROLS | | | | |
| 28409 | ADDED TREATMENT CHEMICAL TO HOT WATER | 453.82 | 03/21 | 206-55110-243 |
| 28410 | ADDED TREATMENT CHEMICAL TO HOT WATER | 430.07 | 03/21 | 101-51650-243 |
| Total AUTOMATED COMFORT CONTROLS: | | 883.89 | | |
| AUTOMOTIVE SUPPLY CO | | | | |
| 60896755 | BATTERY #77 | 261.16 | 02/21 | 101-53330-225 |
| 60897263 | SOCKET SET #33 | 24.43 | 03/21 | 101-53330-225 |
| CM210443 | CORE RETURN | 54.00 | 02/21 | 101-53330-225 |
| Total AUTOMOTIVE SUPPLY CO: | | 231.59 | | |
| BAKER & TAYLOR | | | | |
| 2035824041 | BOOKS | 596.79 | 03/21 | 206-55110-206 |
| Total BAKER & TAYLOR: | | 596.79 | | |
| CELLEBRITE INC | | | | |
| INVUS227367 | UFED 4PC ULTIMATE SW RENEWAL | 4,300.00 | 03/21 | 207-52120-204 |
| Total CELLEBRITE INC: | | 4,300.00 | | |

| Invoice | Description | Total Cost | Period | GL Account |
|---------------------------------------|--|------------|--------|---------------|
| CITY OF APPLETON | | | | |
| 6386 | MARCH WEIGHTS & MEASURES | 568.00 | 03/21 | 101-52050-204 |
| Total CITY OF APPLETON: | | 568.00 | | |
| DIAMOND VOGEL PAINT | | | | |
| 207119853 | LINE PAINTER REPAIR KIT | 79.00 | 03/21 | 101-53330-218 |
| Total DIAMOND VOGEL PAINT: | | 79.00 | | |
| EHLERS INVESTMENT PARTNERS LLC | | | | |
| FEBRUARY 2021 | FEBRUARY INVESTMENT MANAGEMENT | 209.51 | 02/21 | 610-53614-229 |
| FEBRUARY 2021 | FEBRUARY INVESTMENT MANAGEMENT | 104.76 | 02/21 | 620-53924-229 |
| FEBRUARY 2021 | FEBRUARY INVESTMENT MANAGEMENT | 377.11 | 02/21 | 630-53444-229 |
| FEBRUARY 2021 | FEBRUARY INVESTMENT MANAGEMENT | 169.75 | 02/21 | 300-57331-229 |
| FEBRUARY 2021 | FEBRUARY INVESTMENT MANAGEMENT | 199.02 | 02/21 | 101-51780-229 |
| Total EHLERS INVESTMENT PARTNERS LLC: | | 1,060.15 | | |
| ELMSTAR ELECTRICAL CORP | | | | |
| 1430301 | MODIFY CAMERA LOOPS NEAR HOTEL | 1,429.89 | 03/21 | 418-51219-204 |
| Total ELMSTAR ELECTRICAL CORP: | | 1,429.89 | | |
| FOX VALLEY HUMANE ASSOCIATION | | | | |
| 5099 | FEB HANDLE FEES | 320.00 | 02/21 | 207-52120-204 |
| Total FOX VALLEY HUMANE ASSOCIATION: | | 320.00 | | |
| FOX VALLEY METROLOGY | | | | |
| 476120 | SOUND LEVEL METER | 116.80 | 03/21 | 207-52120-205 |
| Total FOX VALLEY METROLOGY: | | 116.80 | | |
| FP FINANCE PROGRAM | | | | |
| 28922575 | AGREEMENT 003-1584121 POSTBASE VISION-PO | 140.00 | 03/21 | 101-51650-226 |
| Total FP FINANCE PROGRAM: | | 140.00 | | |
| GALLS LLC | | | | |
| 17744374 | REPLACEMENT SPIKE STRIPS | 935.99 | 02/21 | 207-52120-205 |
| Total GALLS LLC: | | 935.99 | | |
| GARROW OIL | | | | |
| FEBRUARY 2021 | OFF ROAD DIESEL | 15.95 | 03/21 | 206-55110-247 |
| FEBRUARY 2021 | OFF ROAD DIESEL | 6.82 | 03/21 | 630-53441-247 |
| FEBRUARY 2021 | OFF ROAD DIESEL | 6.82 | 03/21 | 630-53442-247 |
| FEBRUARY 2021 | OFF ROAD DIESEL | 4.70 | 03/21 | 201-53620-247 |
| FEBRUARY 2021 | OFF ROAD DIESEL | 90.93 | 03/21 | 101-55200-247 |
| FEBRUARY 2021 | OFF ROAD DIESEL | 15.35 | 03/21 | 101-55440-247 |
| FEBRUARY 2021 | OFF ROAD DIESEL | 8.53 | 03/21 | 610-53612-247 |
| FEBRUARY 2021 | OFF ROAD DIESEL | 23.84 | 03/21 | 620-53644-247 |
| FEBRUARY 2021 | OFF ROAD DIESEL | 36.88 | 03/21 | 101-53460-247 |
| FEBRUARY 2021 | OFF ROAD DIESEL | 387.89 | 03/21 | 101-53330-217 |

| Invoice | Description | Total Cost | Period | GL Account |
|--|---|------------|--------|---------------|
| Total GARROW OIL: | | 597.71 | | |
| GGLEAGUES INC | | | | |
| 3ED5D61B-0001 | WINTER ESPORTS LEAGUE | 50.00 | 03/21 | 101-55300-204 |
| Total GGLEAGUES INC: | | 50.00 | | |
| HELD, BARBARA A | | | | |
| 030121 | MIRROR IMAGE | 10.59 | 02/21 | 206-55110-206 |
| Total HELD, BARBARA A: | | 10.59 | | |
| INGRAM LIBRARY SERVICES | | | | |
| 51583058 | BOOKS | 961.64 | 02/21 | 206-55110-206 |
| 51698707 | BOOKS | 155.59 | 03/21 | 206-55110-206 |
| Total INGRAM LIBRARY SERVICES: | | 1,117.23 | | |
| J.F. AHERN CO | | | | |
| 426580 | FEB ANNUAL INSPECTION/LCFD | 138.35 | 02/21 | 101-52200-204 |
| Total J.F. AHERN CO: | | 138.35 | | |
| KERBERROSE SC | | | | |
| 232609 | PROGRESS BILLING FOR 2020 FINANCIAL STATE | 855.00 | 03/21 | 101-51420-204 |
| 232609 | PROGRESS BILLING FOR 2020 FINANCIAL STATE | 115.00 | 03/21 | 414-57400-262 |
| 232609 | PROGRESS BILLING FOR 2020 FINANCIAL STATE | 20.00 | 03/21 | 415-57500-262 |
| 232609 | PROGRESS BILLING FOR 2020 FINANCIAL STATE | 118.00 | 03/21 | 416-57600-262 |
| 232609 | PROGRESS BILLING FOR 2020 FINANCIAL STATE | 15.00 | 03/21 | 417-57700-262 |
| 232609 | PROGRESS BILLING FOR 2020 FINANCIAL STATE | 4.00 | 03/21 | 418-57800-262 |
| 232609 | PROGRESS BILLING FOR 2020 FINANCIAL STATE | 115.00 | 03/21 | 207-52120-262 |
| 232609 | PROGRESS BILLING FOR 2020 FINANCIAL STATE | 919.00 | 03/21 | 610-53614-262 |
| 232609 | PROGRESS BILLING FOR 2020 FINANCIAL STATE | 834.00 | 03/21 | 620-53924-262 |
| 232609 | PROGRESS BILLING FOR 2020 FINANCIAL STATE | 1,505.00 | 03/21 | 630-53444-262 |
| Total KERBERROSE SC: | | 4,500.00 | | |
| KOBUSSEN BUSES LTD. | | | | |
| 53457 | C-STARS BUS TO FRANKLIN MIDDLE SCHOOL | 622.80 | 02/21 | 101-55300-218 |
| Total KOBUSSEN BUSES LTD.: | | 622.80 | | |
| LEXISNEXIS RISK DATA MANAGEMENT INC | | | | |
| 1686177-20210228 | FEBRUARY 2021 MINIMUM COMMITMENT | 103.00 | 02/21 | 101-51680-204 |
| Total LEXISNEXIS RISK DATA MANAGEMENT INC: | | 103.00 | | |
| MADISON NATIONAL LIFE | | | | |
| 1432877 | APRIL LTD | 970.26 | 03/21 | 101-21385 |
| 1432877 | APRIL LIFE | 407.32 | 03/21 | 101-21391 |
| Total MADISON NATIONAL LIFE: | | 1,377.58 | | |
| MATTHEWS TIRE | | | | |
| 267036 | 2 NEW TIRES/ALIGNMENT/BRAKES & ROTORS #1 | 935.76 | 03/21 | 207-52120-247 |
| 267105 | 2 NEW TIRES/ALIGNMENT #92 | 468.14 | 03/21 | 207-52120-247 |

| Invoice | Description | Total Cost | Period | GL Account |
|--------------------------------|------------------------------------|------------|--------|---------------|
| Total MATTHEWS TIRE: | | 1,403.90 | | |
| MCC INC | | | | |
| 263655 | COLD MIX | 468.49 | 03/21 | 620-53644-216 |
| 263655 | COLD MIX | 1,405.44 | 03/21 | 101-53300-216 |
| Total MCC INC: | | 1,873.93 | | |
| MCCLONE | | | | |
| 4177 | 2ND QTR WORKERS COMP | 15,705.00 | 03/21 | 101-51900-230 |
| 4177 | 2ND QTR WORKERS COMP | 85.00 | 03/21 | 206-55110-230 |
| 4177 | 2ND QTR WORKERS COMP | 12,938.00 | 03/21 | 207-52120-230 |
| 4177 | 2ND QTR WORKERS COMP | 952.00 | 03/21 | 610-53614-230 |
| 4177 | 2ND QTR WORKERS COMP | 542.00 | 03/21 | 620-53924-230 |
| 4177 | 2ND QTR WORKERS COMP | 2,666.00 | 03/21 | 630-53444-230 |
| 4177 | 2ND QTR WORKERS COMP | 1,495.00 | 03/21 | 101-52250-230 |
| 4177 | 2ND QTR WORKERS COMP | 1,729.00 | 03/21 | 201-53620-230 |
| 4177 | 2ND QTR WORKERS COMP | 1,086.00 | 03/21 | 204-55420-230 |
| 4177 | 2ND QTR GENERAL LIABILITY | 6,004.00 | 03/21 | 101-51900-231 |
| 4177 | 2ND QTR GENERAL LIABILITY | 144.00 | 03/21 | 101-52250-231 |
| 4177 | 2ND QTR GENERAL LIABILITY | 398.00 | 03/21 | 201-53620-231 |
| 4177 | 2ND QTR GENERAL LIABILITY | 250.00 | 03/21 | 204-55420-231 |
| 4177 | 2ND QTR GENERAL LIABILITY | 803.00 | 03/21 | 206-55110-231 |
| 4177 | 2ND QTR GENERAL LIABILITY | 6,224.00 | 03/21 | 207-52120-231 |
| 4177 | 2ND QTR GENERAL LIABILITY | 413.00 | 03/21 | 610-53614-231 |
| 4177 | 2ND QTR GENERAL LIABILITY | 267.00 | 03/21 | 620-53924-231 |
| 4177 | 2ND QTR GENERAL LIABILITY | 766.00 | 03/21 | 630-53444-231 |
| 4177 | 2ND QTR POLICE LIABILITY | 4,103.00 | 03/21 | 207-52120-231 |
| 4177 | 2ND QTR AUTO LIABILITY | 2,291.00 | 03/21 | 201-53620-231 |
| 4177 | 2ND QTR AUTO LIABILITY | 2,836.00 | 03/21 | 101-51900-231 |
| 4177 | 2ND QTR AUTO LIABILITY | 4,035.00 | 03/21 | 101-52250-231 |
| 4177 | 2ND QTR AUTO LIABILITY | 873.00 | 03/21 | 207-52120-231 |
| 4177 | 2ND QTR AUTO LIABILITY | 109.00 | 03/21 | 620-53924-231 |
| 4177 | 2ND QTR AUTO LIABILITY | 764.00 | 03/21 | 630-53444-231 |
| Total MCCLONE: | | 67,478.00 | | |
| MCMAHON ASSOCIATES INC | | | | |
| 921769 | HICKORY DRIVE-STORMWATER EASEMENT | 39.50 | 02/21 | 630-51226-261 |
| 921770 | HEESAKKER PARK KAYAK LAUNCH | 212.40 | 02/21 | 420-57620-271 |
| 921771 | NORTH SIDE STORM SEWER INTERCEPTOR | 4,710.39 | 02/21 | 416-51216-261 |
| Total MCMAHON ASSOCIATES INC: | | 4,962.29 | | |
| MENARDS - APPLETON EAST | | | | |
| 441 | STEEL SLOTTED OFFSET ANGLE | 11.89 | 03/21 | 206-55110-242 |
| Total MENARDS - APPLETON EAST: | | 11.89 | | |
| MGD INDUSTRIAL CORP | | | | |
| 191305 | SEALANT | 23.24 | 02/21 | 101-53330-218 |
| Total MGD INDUSTRIAL CORP: | | 23.24 | | |
| MIDWEST TAPE | | | | |
| 500095046 | DIGITAL BOOKS | 550.29 | 02/21 | 206-55110-208 |

| Invoice | Description | Total Cost | Period | GL Account |
|---|-----------------------------------|------------|--------|---------------|
| Total MIDWEST TAPE: | | 550.29 | | |
| O'REILLY AUTOMOTIVE INC | | | | |
| 2043-260191 | TAPE FOR SQUADS | 4.96 | 03/21 | 207-52120-247 |
| Total O'REILLY AUTOMOTIVE INC: | | 4.96 | | |
| OUTAGAMIE COUNTY TREASURER | | | | |
| 17367 | FEBRUARY SANITATION FEES | 11,362.66 | 02/21 | 201-53620-204 |
| FEBRUARY 2021 | FEBRUARY COURT FINES | 420.00 | 02/21 | 101-35101 |
| Total OUTAGAMIE COUNTY TREASURER: | | 11,782.66 | | |
| OUTAGAMIE WAUPACA LIBRARY SYSTEM | | | | |
| 3645 | OWLSNET MEMBERSHIP FEE | 23,710.00 | 03/21 | 206-55110-211 |
| Total OUTAGAMIE WAUPACA LIBRARY SYSTEM: | | 23,710.00 | | |
| PRECISION INSTALLATIONS INC | | | | |
| 26462 | UNDER HELMET WIRELESS HEADSET | 772.54 | 02/21 | 101-52200-218 |
| Total PRECISION INSTALLATIONS INC: | | 772.54 | | |
| SIRCHIE FINGERPRINT LABORATORY | | | | |
| 484922 | DRUG TEST KITS | 137.96 | 03/21 | 207-52120-218 |
| Total SIRCHIE FINGERPRINT LABORATORY: | | 137.96 | | |
| SPLENDID CLEANING SERVICE LLC | | | | |
| 10821 | MONTHLY CLEANING-METRO | 795.00 | 03/21 | 207-52120-243 |
| 10821 | MONTHLY CLEANING-LCFD | 200.00 | 03/21 | 101-52250-243 |
| Total SPLENDID CLEANING SERVICE LLC: | | 995.00 | | |
| SSC SERVICE SOLUTIONS | | | | |
| 5463400008 | MONTHLY CLEANING-CIVIC CENTER | 1,105.00 | 03/21 | 206-55110-243 |
| 5463500008 | MONTHLY CLEANING-VILLAGE HALL | 1,380.00 | 03/21 | 101-51650-243 |
| 5463600008 | MONTHLY CLEANING-MUNICIPAL GARAGE | 468.00 | 03/21 | 101-53310-243 |
| Total SSC SERVICE SOLUTIONS: | | 2,953.00 | | |
| STATE OF WI COURT FINES & | | | | |
| FEBRUARY 2021 | FEBRUARY COURT FINES | 1,723.19 | 02/21 | 101-35101 |
| Total STATE OF WI COURT FINES &: | | 1,723.19 | | |
| STONERIDGE LITTLE CHUTE LLC | | | | |
| 21000141525 | FOOD | 16.39 | 02/21 | 101-52200-211 |
| 23049031325 | FOOD AND BEVERAGES | 218.03 | 02/21 | 101-52200-211 |
| 25009631616 | FOOD | 17.70 | 02/21 | 101-52200-211 |
| 25013261425 | FOOD | 33.88 | 02/21 | 101-52200-211 |
| 25094551519 | FOOD | 104.28 | 02/21 | 101-52200-211 |
| Total STONERIDGE LITTLE CHUTE LLC: | | 390.28 | | |

| Invoice | Description | Total Cost | Period | GL Account |
|---|--|------------|--------|---------------|
| SUPERIOR SEWER AND WATER INC | | | | |
| L000191800487-2 | EBBEN TRAIL STORM SEWER PROJECT | 338,730.61 | 02/21 | 416-51216-263 |
| Total SUPERIOR SEWER AND WATER INC: | | 338,730.61 | | |
| TOTER LLC | | | | |
| 65729324 | 40 RECYCLING POLYCARB LIDS | 775.60 | 02/21 | 201-53620-221 |
| Total TOTER LLC: | | 775.60 | | |
| TRANSAMERICA LIFE INSURANCE COMPANY | | | | |
| 2504111731 | MARCH BILLING | 467.36 | 03/21 | 101-21364 |
| Total TRANSAMERICA LIFE INSURANCE COMPANY: | | 467.36 | | |
| UNIFIRST CORPORATION | | | | |
| 0970327379 | SHIRTS/PANTS | 9.71 | 02/21 | 101-53330-213 |
| 0970327379 | LAUNDRY BAGS/WIPERS | 5.15 | 02/21 | 101-53330-218 |
| 0970327821 | SHIRTS/PANTS | 5.45 | 03/21 | 101-53330-213 |
| 0970327821 | LAUNDRY BAGS/WIPERS | 9.71 | 03/21 | 101-53330-218 |
| Total UNIFIRST CORPORATION: | | 30.02 | | |
| UNIFORM SHOPPE | | | | |
| 308207 | UNIFORM-REINKE | 22.95 | 02/21 | 207-52120-212 |
| 308265 | UNIFORM-MAULICK | 137.90 | 02/21 | 207-52120-212 |
| Total UNIFORM SHOPPE: | | 160.85 | | |
| US POSTMASTER | | | | |
| DPW SPRING 2021 | 2021 DPW SPRING NEWSLETTER | 270.13 | 03/21 | 101-53300-226 |
| DPW SPRING 2021 | 2021 DPW SPRING NEWSLETTER | 31.77 | 03/21 | 101-53460-226 |
| DPW SPRING 2021 | 2021 DPW SPRING NEWSLETTER | 127.07 | 03/21 | 101-53650-226 |
| DPW SPRING 2021 | 2021 DPW SPRING NEWSLETTER | 127.07 | 03/21 | 201-53620-226 |
| DPW SPRING 2021 | 2021 DPW SPRING NEWSLETTER | 301.89 | 03/21 | 620-53924-226 |
| DPW SPRING 2021 | 2021 DPW SPRING NEWSLETTER | 222.58 | 03/21 | 630-53444-226 |
| Total US POSTMASTER: | | 1,080.51 | | |
| VANDERLOOP'S SHOES INC | | | | |
| I04-10048555 | FIREMAN BOOTS | 260.00 | 02/21 | 101-52200-212 |
| Total VANDERLOOP'S SHOES INC: | | 260.00 | | |
| VILLAGE OF COMBINED LOCKS | | | | |
| APRIL | PROPERTY STORAGE AREA MONTHLY LEASE-AP | 494.16 | 04/21 | 207-52120-204 |
| Total VILLAGE OF COMBINED LOCKS: | | 494.16 | | |
| WASTEBUILT ENVIRONMENTAL SOLUTIONS LLC | | | | |
| 3543514 | JOYSTICK & TRIGGER SWITCH #6 | 167.88 | 02/21 | 101-53330-225 |
| Total WASTEBUILT ENVIRONMENTAL SOLUTIONS LLC: | | 167.88 | | |
| WELLS FARGO FINANCIAL LEASING | | | | |
| 5014085356 | MARCH COPIER LEASE | 450.00 | 03/21 | 101-53310-207 |
| 5014085356 | MARCH COPIER LEASE | 803.15 | 03/21 | 101-51650-207 |

| Invoice | Description | Total Cost | Period | GL Account |
|--------------------------------------|-----------------------------|------------|--------|---------------|
| Total WELLS FARGO FINANCIAL LEASING: | | 1,253.15 | | |
| WI DEPT OF JUSTICE | | | | |
| L4504T 02/21 | FEBRUARY BACKGROUND CHECKS | 42.00 | 02/21 | 207-52120-218 |
| Total WI DEPT OF JUSTICE: | | 42.00 | | |
| WI MUNICIPAL JUDGES ASSOC | | | | |
| 2021 | 2021 MEMBERSHIP DUES-READER | 100.00 | 03/21 | 101-51680-208 |
| Total WI MUNICIPAL JUDGES ASSOC: | | 100.00 | | |
| WITTMANN, STEVE | | | | |
| 02/21 REIMBURSE | REIMBURSE FOR FOOD ITEM | 13.99 | 02/21 | 101-52200-211 |
| Total WITTMANN, STEVE: | | 13.99 | | |
| Grand Totals: | | 635,045.15 | | |

Report GL Period Summary

Vendor number hash: 216130
Vendor number hash - split: 432079
Total number of invoices: 73
Total number of transactions: 133

| Terms Description | Invoice Amount | Net Invoice Amount |
|-------------------|----------------|--------------------|
| Open Terms | 635,045.15 | 635,045.15 |
| Grand Totals: | 635,045.15 | 635,045.15 |

Report Criteria:

Invoice Detail.Voided = {=} FALSE

LCFD Incident Report

February 2021

Number of responses: 8

Last years: 04

YTD: 15

- 02/04/2021 20:25 Low hanging wire in trees @ 315
Fillmore Street, investigated and contacted
Kaukauna Utilities
Engine 3621, Truck 3641, Car 3632
#21LC00008**
- 02/07/2021 22:25 CO alarm sounding @ 905 Adams
Street,
Engine 3621, Truck 3641, Car 3632
#21LC00009**
- 02/08/2021 16:35 Fire alarm showing heat @ Regency
Place 628 Grand Avenue, investigated and
found mechanical rooms showing high heat
due to a malfunctioning heating system
Engine 3621, Truck 3641, Squad 3671, Engine
3622, Car 3632
#21LC00010**
- 02/09/2021 13:46 Possible CO issue @ 1433 Glenview Lane
Investigated found no issues with CO, advised
renter to contact building inspector to check on
other possibilities of reason for not feeling well.
Engine 3621, Truck 3641, Car 3632
#21LC00011**
- 02/14/2021 08:51 CO detector sounding @ 312 Wilson
Street, investigated found no issues
Engine 3621, Truck 3641, Car 3632**

#21LC00012

- 02/18/2021 07:33 Alarm sounding @ 3628 Cherryvale Place, investigated found a faulty detector
Engine 3621, Truck 3641, Car 3632
#21LC00013**
- 02/19/2021 18:36 Diesel fuel spill I-41 northbound, near landfill, semi struck object causing damage to fuel tank
Engine 3621, Engine 3622, Pickup 3631, Car 3632
#21LC00014**
- 02/24/2021 12:27 CO alarm sounding @ 1515 Vandenbroek Road, lot 15, occupant was covid positive, investigated found possible faulty detector
Engine 3621, Car 3632
#21LC00015**

VILLAGE OF LITTLE CHUTE MONTHLY REPORT – FEBRUARY 2021



Little Chute

E S T A B L I S H E D 1 8 4 8

February 2021

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 – FEBRUARY 2021

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 monthly. 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. Ultimately, it is our intention to show how our dedicated team of individuals serve the community while also indicating a monthly snapshot of the fiscal well-being for the Village of Little Chute.

If you have any questions or suggestions, please contact us!

Department Overview

The report will track monthly activities for the following:

- Village Administrator
- Clerk
- Community Development
- Finance Department
- Monthly Consolidated Financial Statement by Account – Added as a feature in June of 2020
- Little Chute Fire Department
- Fox Valley Metro Police Department
- Little Chute Public 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

FEBRUARY HIGHLIGHTS

- In January of 2021, the Village Board of Trustees and Village Committees worked on the following:
 - On February 3rd, the Village Board approved the site plan for a new Fed-Ex transit facility, discussed landfill issues, received an update on the Nelson Family Heritage Crossing, approved an ordinance to formally establish the Park Planning Committee, approved personnel manual changes for 2021, and discussed various developments.
 - The February 8th Plan Commission recommended approval of the Fed-Ex CSM, discussed short term rentals, commercial highway signage and the newly created Community Development Packet.
 - On February 17th the Village Board received the GFOA Excellence in Financial Reporting awards for the 2019 audit, approved the Fed-Ex CSM, approved the new Community Development Packet, discussed various ordinance related changes, and approved the use of the Civic Center for pup-up libraries.
- Met with developers and worked with staff related to future or imminent projects in the Village of Little Chute.
- Hosted a Little Chute Business Association meeting with several Little Chute Businesses. In addition, continued to work on the planning for a downtown event in the Fall of 2021.
- Held the second Transportation Funding Working Group meeting on January 20th which hosted a consultant to discuss how transportation utilities could be applied in Little Chute.
- Hosted training for all staff with how to handle stress.
- Worked with the Department Heads on moving the 2021-2025 Strategic Planning effort.
- Host a Lean Team Quarterly meeting to discuss the implementation of work order software.

TOP PRIORITIES FOR MARCH

- The Village Board will discuss or act on the following:
 - Approve the final amenities for the Nelson Crossing, approve the development agreement for the Fed-Ex project, approve the Town of Vandebroek agreement, approved the library flooring bid, consider several ordinance changes, approve 2020/2021 Budget adjustments, consider an RFP for consultants to assist in reviewing a Transportation Utility, approve an MOU for the K-9 handler position, review the annual MS4 (stormwater) report, and host meetings related to 2021 construction projects.
- Meet with developers regarding future or imminent projects in the village of Little Chute.
- Host training for all village staff related to organizational updates.
- Continue work on the 2021-2025 Strategic Plan.
- Continue to work with the business and community leaders to plan an event for the downtown in late summer of 2021
- Continue working on the expansion of efforts related to communication on the Village's social media accounts.
- Finalize the work with the Town of Vandebroek on an agreement for future cooperation.
- Continue working with staff and legal counsel on addressing the 2018-2019 Outagamie County Landfill billing matter.

Clerk

HIGHLIGHTS

The first few weeks of February were spent preparing for the Spring Primary. In-person absentee voting was available February 2 – 12. Election Day was February 16, we had 367 voters and the election is successfully closed out with the State. We have also been working closely with the Department of Public Works on their Spring Newsletter, which will have an additional 8 pages. Liquor License renewals are also underway and paperwork will be mailed out shortly.


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

- Facilitate Spring Primary on February 16, 2021
- Process Absentee requests
- Hold in-person Absentee Voting February 2 - 12
- Plan and begin preparations for Spring Election
- Shared data from social media sites
- Agendas/Minutes for meetings
- Continued maintenance of the Village Website and social media outlets
- Ongoing phone/supply ordering support
- Civic Center/Village Hall rentals, and processing of cancelations and refunds
- Operator License Renewals
- Liquor License renewal paperwork
- Plan for 2021 Newsletters, work with DPW on spring newsletter
- Work with Fire Department to create ID Badges for all firefighters


Goals for March:

- Preparations and planning for Spring Election
- Plan for Absentee request, mail out by March 16
- Process Absentee requests and returns
- Hold in-person Absentee Voting March 23 – April 2
- Print Election materials; poll books, registered voters, signage, ect.
- Agendas/Minutes for meetings
- 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
- Finalize Spring DPW Newsletter, upload and have mailed out by April 1st.
- Mail out Liquor License renewal paperwork, begin to process returns
- Work with Fire Department to gather information and photos to create ID Badges


2021 Social Media Metrics January February 2021 Totals

| | | | | |
|---|------------------------|------------------------|-------------------------|-------|
|  | Facebook Posts | | | |
| | People Reached | 31065 | 21082 | 52147 |
| | Engagement | 8060 | 9717 | 17777 |
| | Link Clicks | 718 | 314 | 1032 |
| | Comments | 266 | 549 | 815 |
| | Shares | 256 | 239 | 495 |
| | Reactions | 1442 | 2196 | 3638 |
| | Photo Views | 564 | 504 | 1068 |
| | Most popular post | landfill updates | TbT- Warty's bar | |
| | New Followers | 43 | 73 | 116 |
| | Net Followers | 36 | 51 | 87 |
| | Total Followers | 4803 | 4864 | 4864 |
| | Facebook Videos | | | |
| | Minutes Viewed | 2,969 | 3813 | 6,782 |
| | 1-Minute Video Views | 607 | 704 | 1,311 |
| | 3-Second Video Views | 4767 | 3770 | 8,537 |
| | Video Engagement | 182 | 167 | 349 |
| | Most popular Video | Nelson Crossing Update | Neilson Crossing Update | |


January February 2021 Totals

| | | | | |
|--|------------------|-----|----------------|-----|
|  | Instagram | | | |
| | Instagram Posts | 4 | 2 | 6 |
| | Likes | 23 | 6 | 29 |
| | Followers | 679 | 689 | 689 |
| | Popular Post | MLK | Spring Primary | |


January February 2021 Totals

| | | | | |
|---|-------------------|-----------------|-----------------|-------|
|  | Website | | | |
| | Visits | 9245 | 8279 | 17524 |
| | Page Views | 14897 | 12884 | 27781 |
| | Unique Page Views | 11910 | 10334 | 22244 |
| | Top Pageviews | utility billing | utility billing | |

January February 2021 Totals

| | | | | |
|--|-------------------|------|------|------|
|  | Twitter | | | |
| | Tweets | 3 | 4 | 7 |
| | Tweet Impressions | 1212 | 1703 | 2915 |
| | Profile Visits | 481 | 165 | 646 |
| | Mentions | 0 | 1 | 1 |
| | New Followers | -8 | 2 | -6 |
| | Total Followers | 424 | 426 | 426 |

January February 2021 Totals

| | | | | |
|---|--------------------|---------|----|-----|
|  | YouTube | | | |
| | Videos posted | 1 | 0 | 1 |
| | Views | 5 | 0 | 5 |
| | watch time (hours) | 0.1 | 0 | 0.1 |
| | Subscribers | 3 | 0 | 3 |
| | Top Video | eSports | NA | |

Community Development

HIGHLIGHTS

- Met with Commercial Developers regarding sites and TIF in village.
- Continued Inspections of homes, apartments, and commercial projects.
- Discussions with architects regarding new projects.
- Met with local Business Owners.
- Site Plan approved for New Development.

TOP PRIORITIES FOR MARCH

- Meet with builders and owners about upcoming commercial projects.
- Work with developers regarding Commercial/Industrial projects.
- Continued Inspections of homes, apartments, industrial and commercial projects.
- Assist developers, surveyors, and realtors with zoning requirements.
- Update more permits/ Website and investigate new Permit program.
- Improve Site review process (on going project)
- Meet with more Local Businesses and to collect information on potential needs for the community/business.

COMMUNITY DEVELOPMENT FEBRUARY DATA

| Community Development Department 2020 Permit Data | | | | |
|---|-------------|-------------|-------------|-------------|
| | February-21 | 2021 Totals | 2020 Totals | 2019 Totals |
| Permits Issued | 26 | 55 | 650 | 653 |
| Property Complaints | 0 | 0 | 22 | 31 |
| Property/Field Inspections | 50 | 131 | 756 | 912 |
| Letters Sent | 0 | 0 | 7 | 0 |
| Action Corrected | 0 | 0 | 11 | 13 |
| Referred for Action | 0 | 0 | 5 | 0 |
| Ongoing | 0 | 0 | 23 | 36 |

| Community Development Department 2020 Permit Data | | | | |
|---|-------------|-------------|--------------|--------------|
| | February-21 | 2021 Totals | 2020 Totals | 2019 Totals |
| Permits Issued | 26 | 55 | 650 | 653 |
| Permit Fees | \$11,236 | \$14,087 | \$256,216 | \$108,776 |
| Permit Value | \$463,699 | \$666,911 | \$47,913,511 | \$35,228,147 |

Current Development Projects – FEBRUARY 2021

The Downtown Hotel continues to make good progress. The building is fully framed with the exterior work just beginning.



North Evergreen Pond Homes now has Three duplexes fully framed/sheeted with 3 more started. There will be 11 duplexes in total.

New Industrial flex building started on Spirit Court.



Country Villas continues to move along, with interior working continuing and exterior work nearing completion.



Bridge Water apartments construction is going well 10 of 12 have been completed so far, with the remaining apartments nearing completion.



Fuel Moto addition is framed with exterior work well under way.



Storage buildings under construction at 933 Hartzheim Dr. 2 structures are framed up with 2 more only slabs poured at this time.

Finance Department

HIGHLIGHTS

- Filed and issued Affordable Health Care Compliance Filings for 2020.
- Completed 2020 Workers Compensation Audit
- Filed mobile home tax filings with the State.
- Completed CDBG Revolving Loan Program closeout with the State reconciling differences in State Reports filed 2014 – 2017 including audit tracking audit history back to 1989 as part of the closeout process.
- Continued work with City of Appleton, MCO, DPW and PSC for the transfer of customers and water main for the Cherryvale service area.
- 2020 Special Assessment bills were mailed (61 paving and 14 storm laterals) amounting to \$560,739. Cross-training continued as the Customer Service Clerk takes over this duty from the Utilities Billing Clerk.
- Delinquent Personal Property updated for 2020 settlement. First notices were mailed to 23 businesses that we are pursuing collection on (three businesses have multiple years delinquent).
- OSHA log completed and submitted for 2020.
- Set up rehired annuitant (limited term) and processed paperwork for two upcoming retirees.
- 4,625 total bills created (666 opted out of paper billing), 15 new installs, 125 service orders (Final Reads, High/Low Reads, Work Orders) created/coordinated with MCO and 336 Landlord notices mailed for tenant delinquency notification, 1,726 ratepayers utilized PSN and 612 ACH for payments in February.

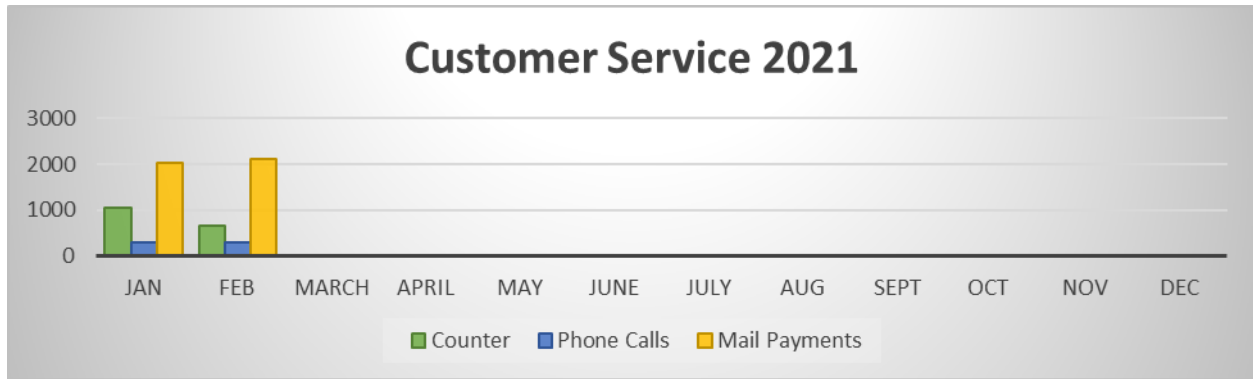
TOP PRIORITIES FOR MARCH

- Working on evaluation of cell/landline phone, internet, and copier/scanner devices to determine if duplication of any services exist along with potential to consolidate services for greater cost efficiencies (carryover from previous month due to higher priorities)
- Complete State filings for Expenditure Restraint Program (carryover – deadline is in April)
- Personal property chargebacks
- File PSC Report
- Audit preparation for fieldwork
- Schedule Stay Well Health Screening

CONTINUOUS IMPROVEMENT EFFORTS

- Participating in new pilot program for uploading audit workpapers to client portal
- Updated spreadsheet to track sidewalk and street infrastructure that originally dated back to 2003 implementing current technology and removal of irrelevant data.
- Continued efforts to update Governmental Fixed Asset Records identifying assets no longer in service and investigating to provide detailed identification so records are transparent from year to year regardless of person administering.

FEBRUARY DATA AND FINANCIALS



PERFORMANCE MEASUREMENTS

| | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>Target 2021</u> |
|--|-------------|-------------|-------------|--------------------|
| # months bank reconciliation completed timely | 0 | 7 | 12 | 12 |
| # of stale checks outstanding | NM | 57 | 22 | 5 |
| Custodial credit risk | \$6.1 | \$.3K | \$.1K | \$0 |
| % of customers paying online | NM | 42% | 53% | 55% |
| Continuous improvement initiatives | NM | 25 | 37 | 10 |
| Number of special assessment billings | 296 | 67 | 125 EST | 125 |
| Average number of monthly utility bills – Note does not include paper billing opt outs. Be aware some multifamily only have 1 meter vs individual meter. | 4,052 | 4,033 | 4,003 | 4,050 |
| Annual number of utility work orders | 1,093 | 920 | 1,046 | 950 |
| Annual tax certification letters | 483 | 540 | 774 | 750 |
| General obligation bond rating | Aa3 | Aa3 | Aa3 | Aa3 |
| # of auditor's compliance issues | 6 | 2 | 0 EST | 0 |
| % of time monthly financials closed within 15 days | NM | 58% | 92% | 100% |
| % of staff adequately trained/cross trained | NM | 70% | 90% | 100% |

| | FEBRUARY | YTD 2021 | BUDGET 2021 | VARIANCE | % OF BUDGET |
|---|---------------------|-------------------|---------------------|-----------------------|---------------|
| GENERAL FUND | | | | | |
| Taxes | 2,755.78 | 460,646.19 | 969,626.00 | (508,979.81) | 47.51% |
| Total Licenses and Permits | 12,490.00 | 25,435.60 | 134,860.00 | (109,424.40) | 18.86% |
| Intergovernmental Aid | - | 187,784.80 | 2,479,759.00 | (2,291,974.20) | 7.57% |
| Public Charges for Service | 2,235.00 | 8,135.00 | 128,430.00 | (120,295.00) | 6.33% |
| Fines and Forfeitures | 6,021.64 | 14,124.87 | 85,000.00 | (70,875.13) | 16.62% |
| Total Interest | 8,023.10 | 8,084.75 | 64,135.00 | (56,050.25) | 12.61% |
| Miscellaneous Revenue | 47,122.66 | 27,875.00 | 151,743.00 | (123,868.00) | 18.37% |
| Other Financing Sources | 18,827.53 | 36,003.00 | 217,700.00 | (181,697.00) | 16.54% |
| Total General Fund Revenue | 97,475.71 | 768,089.21 | 4,231,253.00 | (3,463,163.79) | 18.15% |
| Village Board | 2,538.62 | 8,451.70 | 89,091.00 | (80,639.30) | 9.49% |
| Administration | 8,321.25 | 13,694.54 | 141,204.00 | (127,509.46) | 9.70% |
| Engineering & GIS | 1,131.91 | 4,050.87 | 94,881.00 | (90,830.13) | 4.27% |
| Finance | 14,572.16 | 26,004.39 | 237,632.00 | (211,627.61) | 10.94% |
| Clerk | 11,089.61 | 30,797.43 | 158,148.00 | (127,350.57) | 19.47% |
| Community Development - Assessing | 13,582.91 | 25,431.68 | 173,560.00 | (148,128.32) | 14.65% |
| Village Hall | 6,757.33 | 12,062.00 | 69,141.00 | (57,079.00) | 17.45% |
| Municipal Court | 5,012.57 | 12,919.23 | 65,823.00 | (52,903.77) | 19.63% |
| Unallocated | 15,161.97 | 15,385.13 | 205,202.00 | (189,816.87) | 7.50% |
| Insurance | 7,356.56 | 78,093.12 | 226,431.00 | (148,337.88) | 34.49% |
| Village Promotion and Goodwill | 48.50 | 218.74 | 35,272.00 | (35,053.26) | 0.62% |
| Inspections | 8,778.14 | 14,648.81 | 116,247.00 | (101,598.19) | 12.60% |
| Fire Operations | 10,818.48 | 56,746.41 | 301,863.00 | (245,116.59) | 18.80% |
| Fire Allocated | 27,480.23 | 63,531.51 | 370,981.00 | (307,449.49) | 17.13% |
| Crossing Guards | 8,173.73 | 12,618.93 | 89,548.00 | (76,929.07) | 14.09% |
| Public Works Administration | 1,116.38 | 1,799.42 | 19,651.00 | (17,851.58) | 9.16% |
| Street Repair and Maintenance | 29,674.79 | 57,363.38 | 596,294.00 | (538,930.62) | 9.62% |
| Public Works Support Services | 3,160.34 | 5,971.98 | 46,774.00 | (40,802.02) | 12.77% |
| Public Works Vehicle Maintenance | 8,363.88 | 19,489.51 | 168,501.00 | (149,011.49) | 11.57% |
| Snow and Ice Control | 32,823.26 | 45,078.51 | 237,533.00 | (192,454.49) | 18.98% |
| Weed Control | 591.90 | 844.05 | 19,449.00 | (18,604.95) | 4.34% |
| Recycling | 3,208.67 | 4,369.38 | 52,653.00 | (48,283.62) | 8.30% |
| Park | 25,471.72 | 39,805.50 | 437,575.00 | (397,769.50) | 9.10% |
| Recreation | 9,345.48 | 20,874.43 | 202,535.00 | (181,660.57) | 10.31% |
| Forestry | 13,876.02 | 26,971.87 | 173,292.00 | (146,320.13) | 15.56% |
| Youth Football | 508.60 | 1,015.41 | 21,761.00 | (20,745.59) | 4.67% |
| Community Band | 302.08 | 603.14 | 10,110.00 | (9,506.86) | 5.97% |
| Economic Development | 3,200.00 | 3,520.00 | 8,200.00 | (4,680.00) | 42.93% |
| Transfers | - | - | 100,000.00 | (100,000.00) | 0.00% |
| Total General Fund Expenses | 272,467.09 | 602,361.07 | 4,469,352.00 | (3,866,990.93) | 13.48% |
| GENERAL FUND NET REVENUES (EXPENSES) | (174,991.38) | 165,728.14 | (238,099.00) | 403,827.14 | |
| SANITATION | | | | | |
| Sanitation Revenues | 52,656.11 | 104,772.04 | 552,850.00 | 448,077.96 | 18.95% |
| Sanitation Expenses | 36,129.68 | 67,588.88 | 517,536.00 | (449,947.12) | 13.06% |
| SANITATION NET REVENUES (EXPENSES) | 16,526.43 | 37,183.16 | 35,314.00 | 898,025.08 | |

| | FEBRUARY | YTD 2021 | BUDGET 2021 | VARIANCE | % OF BUDGET |
|---|---------------------|-------------------|---------------------|--------------------|-------------|
| FIRE EQUIPMENT DONATION | | | | | |
| Fire Equipment Donation Revenues | 577.92 | 41,669.69 | 86,100.00 | (44,430.31) | 48.40% |
| Flag Pole Memorial Expenses | - | - | 2,100.00 | (2,100.00) | 0.00% |
| FIRE EQUIPMENT DONATION NET REVENUES (EXPENSES) | 577.92 | 41,669.69 | 84,000.00 | (42,330.31) | |
| AQUATICS | | | | | |
| Aquatics Revenue | 16.56 | 55,934.52 | 180,172.00 | (124,237.48) | 31.05% |
| Aquatics | 1,677.55 | 10,402.05 | 165,172.00 | (154,769.95) | 6.30% |
| AQUATICS NET REVENUES (EXPENSES) | (1,660.99) | 45,532.47 | 15,000.00 | 30,532.47 | |
| LIBRARY/CIVIC CENTER | | | | | |
| Library/Civic Center Revenues | 58.36 | 224,324.17 | 635,123.00 | (410,798.83) | 35.32% |
| Library/Civic Center | 70,512.87 | 98,872.27 | 566,123.00 | (467,250.73) | 17.46% |
| LIBRARY/CIVIC CENTER NET REVENUES (EXPENSES) | (70,454.51) | 125,451.90 | 69,000.00 | 56,451.90 | |
| CONSOLIDATED POLICE SERVICES | | | | | |
| Consolidated Police Services Revenue | 1,351.41 | 1,366,370.78 | 3,608,996.00 | (2,242,625.22) | 37.86% |
| Police Services Consolidated | 281,379.16 | 491,682.60 | 3,559,196.00 | (3,067,513.40) | 13.81% |
| CONSOLIDATED POLICE SERVICES NET REVENUES (EXPENSES) | (280,027.75) | 874,688.18 | 49,800.00 | 824,888.18 | |
| VAN LIESHOUT RECREATION CENTER | | | | | |
| Van Lieshout Rec Center Revenues | 697.34 | 2,165.35 | 10,690.00 | (8,524.65) | 20.26% |
| Van Lieshout Rec Center Expenses | 642.21 | 1,286.53 | 32,846.00 | (31,559.47) | 3.92% |
| VAN LIESHOUT NET REVENUES (EXPENSES) | 55.13 | 878.82 | (22,156.00) | 23,034.82 | |
| PROMOTIONAL FUND | | | | | |
| Promotional Fund Revenues | 1,962.24 | 1,672.65 | 10,775.00 | (9,102.35) | 15.52% |
| Promotional Fund Expenses | 1,116.48 | 2,316.48 | 27,500.00 | (25,183.52) | 8.42% |
| PROMOTIONAL NET REVENUES (EXPENSES) | 845.76 | (643.83) | (16,725.00) | 16,081.17 | |
| SPECIAL ASSESSMENTS | | | | | |
| Special Assessment Revenue | 9,173.07 | 13,525.72 | 199,500.00 | (185,974.28) | 6.78% |
| Special Assessment Expense | 169.75 | 345.15 | 667,120.00 | (666,774.85) | 0.05% |
| SPECIAL ASSESSMENTS NET REVENUES (EXPENSES) | 9,003.32 | 13,180.57 | (467,620.00) | 480,800.57 | |
| EQUIPMENT REVOLVING FUND | | | | | |
| Equipment Revolving Revenue | 64,680.27 | 15,616.66 | 275,000.00 | (259,383.34) | 5.68% |
| Equipment Revolving Expenses | - | - | 340,000.00 | (340,000.00) | 0.00% |
| EQUIPMENT NET REVENUES (EXPENSES) | 64,680.27 | 15,616.66 | (65,000.00) | 80,616.66 | |

| | <u>FEBRUARY</u> | <u>YTD 2021</u> | <u>BUDGET 2021</u> | <u>VARIANCE</u> | <u>% OF BUDGET</u> |
|--|---------------------|---------------------|-----------------------|---------------------|--------------------|
| FACILITY AND TECHNOLOGY FUND | | | | | |
| Facility and Technology Fund Revenues | 18.68 | 35,840.73 | 74,232.00 | (38,391.27) | 48.28% |
| Facility and Technology Fund Expenditures | 4,853.75 | 10,270.32 | 114,232.00 | (103,961.68) | 8.99% |
| FACILITY AND TECHNOLOGY NET REVENUES (EXPENSES) | (4,835.07) | 25,570.41 | (40,000.00) | 65,570.41 | |
| TAX INCREMENT DISTRICT 4 | | | | | |
| Tax Increment District 4 Revenues | 148.36 | 658,499.04 | 1,411,658.00 | (753,158.96) | 46.65% |
| Tax Increment District 4 Expenses | 1,313.84 | 680,168.49 | 1,460,838.00 | (780,669.51) | 46.56% |
| TAX INCREMENTAL DISTRICT 4 NET REVENUES (EXPENSES) | (1,165.48) | (21,669.45) | (49,180.00) | 27,510.55 | |
| TAX INCREMENT DISTRICT 5 | | | | | |
| Tax Increment District 5 Revenues | 56.03 | 203,948.43 | 481,064.00 | (277,115.57) | 42.40% |
| Tax Increment District 5 Expenses | 41,207.72 | 43,070.60 | 307,564.00 | (264,493.40) | 14.00% |
| TAX INCREMENTAL DISTRICT 5 NET REVENUES OVER EXPENSES | (41,151.69) | 160,877.83 | 173,500.00 | (12,622.17) | |
| TAX INCREMENT DISTRICT 6 | | | | | |
| Tax Increment District 6 Revenues | 1,097.37 | 506,869.28 | 1,071,291.00 | (564,421.72) | 47.31% |
| Tax Increment District 6 Expenses | 399,837.95 | 541,457.39 | 6,360,126.00 | (5,818,668.61) | 8.51% |
| TAX INCREMENTAL DISTRICT 6 NET REVENUES (EXPENSES) | (398,740.58) | (34,588.11) | (5,288,835.00) | 5,254,246.89 | |
| TAX INCREMENT DISTRICT 7 | | | | | |
| Tax Increment District 7 Revenues | 57.44 | 250,425.28 | 529,550.00 | (279,124.72) | 47.29% |
| Tax Increment District 7 Expenses | 3,395.01 | (42,891.21) | 75,673.00 | (118,564.21) | -56.68% |
| TAX INCREMENTAL DISTRICT 7 NET REVENUES (EXPENSES) | (3,337.57) | 293,316.49 | 453,877.00 | (160,560.51) | |
| TAX INCREMENT DISTRICT 8 | | | | | |
| Tax Increment District 8 Revenues | 286.50 | 61,493.23 | 131,500.00 | (70,006.77) | 46.76% |
| Tax Increment District 8 Expenses | 164,100.75 | 399,260.20 | 1,944,691.00 | (1,545,430.80) | 20.53% |
| TAX INCREMENTAL DISTRICT 8 NET REVENUES (EXPENSES) | (163,814.25) | (337,766.97) | (1,813,191.00) | 1,475,424.03 | |
| PARK IMPROVEMENT | | | | | |
| Park Improvement Revenue | - | - | 24,481.00 | (24,481.00) | 0.00% |
| Park Improvement Expenses | 212.40 | (106,452.93) | 279,243.00 | (385,695.93) | -38.12% |
| PARK IMPROVEMENTS NET REVENUES (EXPENSES) | (212.40) | 106,452.93 | (254,762.00) | 361,214.93 | |
| CAPITAL PROJECTS | | | | | |
| Capital Projects Revenue | 19.03 | 184,584.33 | 384,363.00 | (199,778.67) | 48.02% |
| Construction Projects | 2,135.85 | (33,494.80) | 87,738.00 | (121,232.80) | -38.18% |
| Administration Capital Projects | 16,373.60 | 33,699.34 | 202,017.00 | (168,317.66) | 16.68% |
| TOTAL CONSTRUCTION EXPENSES | 18,509.45 | 204.54 | 289,755.00 | (289,550.46) | 0.07% |
| CAPITAL PROJECTS NET REVENUES (EXPENSES) | (18,490.42) | 184,379.79 | 94,608.00 | 89,771.79 | |

| | <u>FEBRUARY</u> | <u>YTD 2021</u> | <u>BUDGET 2021</u> | <u>VARIANCE</u> | <u>% OF BUDGET</u> |
|---|--------------------|--------------------|---------------------|-----------------------|--------------------|
| SEWER | | | | | |
| Sewer Revenues | 309,528.16 | 370,105.90 | 3,089,536.00 | (2,719,430.10) | 11.98% |
| Sewer Capital | 7,817.41 | 4,720.17 | 280,273.00 | (275,552.83) | 1.68% |
| Sewer Financing | 22,666.00 | 41,665.00 | 235,194.00 | (193,529.00) | 17.72% |
| Sewer Treatment | 141,352.62 | 314,936.52 | 2,381,600.00 | (2,066,663.48) | 13.22% |
| Sewer Collection | 12,760.70 | 22,484.57 | 219,971.00 | (197,486.43) | 10.22% |
| Sewer Customer A/R | 4,162.48 | 12,115.39 | 144,243.00 | (132,127.61) | 8.40% |
| Sewer Admin and General | 8,215.22 | 23,144.98 | 178,169.00 | (155,024.02) | 12.99% |
| TOTAL SEWER EXPENSES | 196,974.43 | 419,066.63 | 3,439,450.00 | (3,020,383.37) | 12.18% |
| SEWER NET REVENUES (EXPENSES) | 112,553.73 | (48,960.73) | (349,914.00) | 300,953.27 | |
| WATER UTILITY | | | | | |
| Water Utility Revenues | 179,945.69 | 362,999.51 | 2,672,485.00 | (2,309,485.49) | 13.58% |
| Water Capital Projects | 40,901.04 | 4,853.30 | 36,078.00 | (31,224.70) | 13.45% |
| Water Financing | 68,395.67 | 122,630.72 | 712,028.00 | (589,397.28) | 17.22% |
| Water Source | - | 2,115.26 | 72,611.00 | (70,495.74) | 2.91% |
| Pumping | 10,455.11 | 24,187.31 | 312,837.00 | (288,649.69) | 7.73% |
| Water Treatment | 34,760.28 | 56,785.05 | 385,965.00 | (329,179.95) | 14.71% |
| Water Distribution | 51,850.55 | 107,572.43 | 580,231.00 | (472,658.57) | 18.54% |
| Customer A/R | 4,162.48 | 7,317.99 | 60,043.00 | (52,725.01) | 12.19% |
| Admin and General | 7,221.48 | 33,502.90 | 163,778.00 | (130,275.10) | 20.46% |
| TOTAL WATER EXPENSES | 217,746.61 | 358,964.96 | 2,323,571.00 | (1,964,606.04) | 15.45% |
| WATER NET REVENUES (EXPENSES) | (37,800.92) | 4,034.55 | 348,914.00 | (344,879.45) | |
| STORMWATER UTILITY | | | | | |
| Stormwater Revenue | 96,668.74 | 181,872.72 | 2,280,245.00 | (2,098,372.28) | 7.98% |
| Stormwater Capital Projects | 27,592.93 | 2,964.70 | 489,043.00 | (486,078.30) | 0.61% |
| Storm Financing | 49,134.72 | 84,967.72 | 491,661.00 | (406,693.28) | 17.28% |
| Storm Pond Maintenance | 3,424.31 | 7,369.23 | 117,031.00 | (109,661.77) | 6.30% |
| Storm Collection | 8,291.89 | 15,570.31 | 310,334.00 | (294,763.69) | 5.02% |
| Storm Customer A/R | 4,162.40 | 7,323.88 | 55,157.00 | (47,833.12) | 13.28% |
| Storm Admin and General | 14,219.96 | 38,796.72 | 212,859.00 | (174,062.28) | 18.23% |
| TOTAL STORM EXPENSES | 106,826.21 | 156,992.56 | 1,676,085.00 | (1,519,092.44) | 9.37% |
| STORMWATER NET REVENUES (EXPENSES) | (10,157.47) | 24,880.16 | 604,160.00 | (579,279.84) | |

Interest and investment income decline result of market changes due to COVID-19

Property, Auto and Workers Compensation premiums paid for 1st quarter 2021 so expenses for three months hit January.

Several construction expense accounts have a credit balance due to accruing retainage and work completed but not billed on public construction contracts for 2020 audit (these transactions get reversed in January 2021 creating a negative expense amount so that when actual bill comes in and is paid, the expense that hits 2021 is for work that completed in 2021 only. Final close out of contracts often takes great deal of time as settling on final quantities.

Landfill revenue for Sewer Utility is billed on a quarterly billing so 1st quarter billing won't get billed until April.

Development incentives paid for two agreements in TID 4 per terms of agreement (typically terms are in August due to tax settlement)

Capital Contributions are a revenue for the Utilities (infrastructure paid for by TIF or Developer contributed). This amount is not recorded until year-end.
(\$257,600 in Sewer, \$396,2000 in Water and \$963,000 in Storm)

Water Utility makes payment to MCO a month in advance per terms of agreement so two months are expensed in January

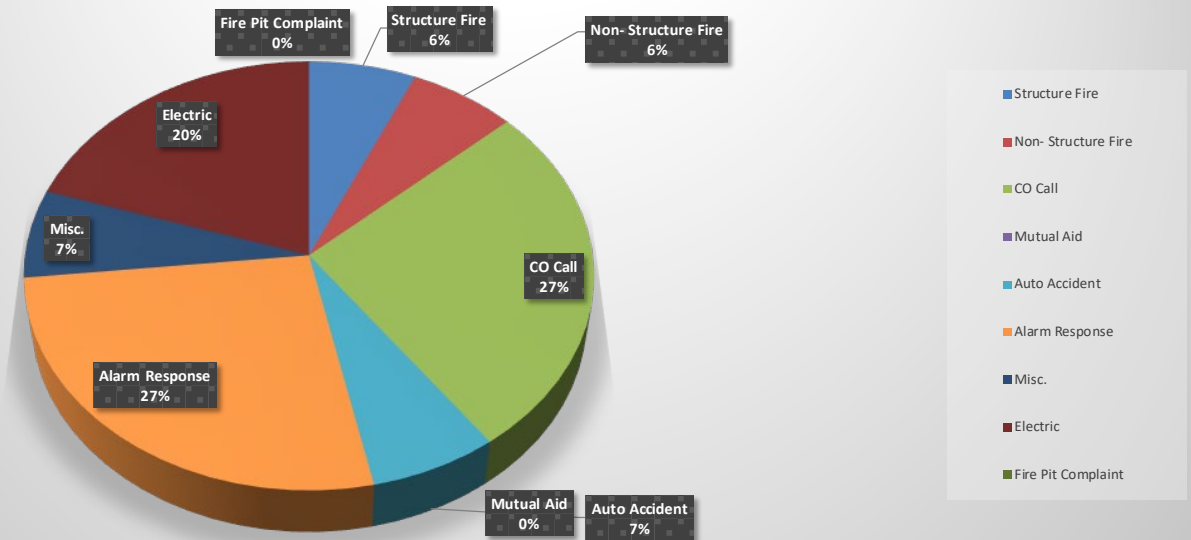
Reminder that capital assets are shown as expense in utilities until capitalized as part of year end audit preparation along with a few other annual processes

Little Chute Fire Department

Little Chute Fire Department - 2021 Calls for Service

| | Structure Fire | Non-Structure Fire | CO Call | Mutual Aid | Auto Accident | Alarm Response | Misc. | Electric | Fire Pit Complaint | 2021 Total Responses | 2020 Total Responses | 2019 Total Responses | 2018 Total Responses | 2017 Total Responses | 2016 Total Responses | 2015 Total Responses |
|---------------------|----------------|--------------------|----------|------------|---------------|----------------|----------|----------|--------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| 2021 SUMMARY | 1 | 1 | 4 | 0 | 1 | 4 | 1 | 3 | 0 | 15 | 152 | 202 | 165 | 172 | 155 | 132 |
| February 2021 Calls | | | 4 | | | 2 | 1 | 1 | | 8 | | | | | | |

Call by Type - January through December of 2021 (7 Responses Total)





Fox Valley Metro Police Department

- Community Engagement
 - Our newest Community Service Officer is scheduled to start on March 15th.
 - On 03/10 I was a guest on the WHBY radio show – Fresh Take. The host, Josh Dukelow asked me about youth and substance abuse, community engagement and crime prevention. A link to the podcast of the show is:
<https://www.whby.com/2021/03/10/primary-timing-fox-valley-pd-chief-the-professors/>
- TRAINING:
 - Staff is participating in training in the following areas:
 - Legal updates
 - Defense and Arrest Tactics
 - Firearms Training
- EQUIPMENT:
 - The new squad car is completely upfitted and in-service. This is our first, hybrid, police interceptor vehicle.
- EVENTS:
 - Metro K-9 Foundation events for 2021...
 - March 23rd - Culver's of Little Chute and Metro K9 Fundraiser. This event is similar to the police lights of Christmas fundraiser. Proceeds for the day's sales will go to the foundation.
 - March 27th - Pet Registration, Vaccination & Microchip event at FVMPD from 11a-2p.
 - August 20th - Metro K9 Golf Outing at High Cliff Golf Course in Sherwood.
 - We anticipate many more events, but these are confirmed for now.
 - National Night Out is set for August 3rd, 2021 from 5PM to 8PM. The event will be held in Little Chute this year. It was held in Kimberly in 2019. We are still working on a location within the village. Stay tuned...

ACTIVITY / PERFORMANCE METRICS

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



FOX VALLEY METRO POLICE DEPARTMENT

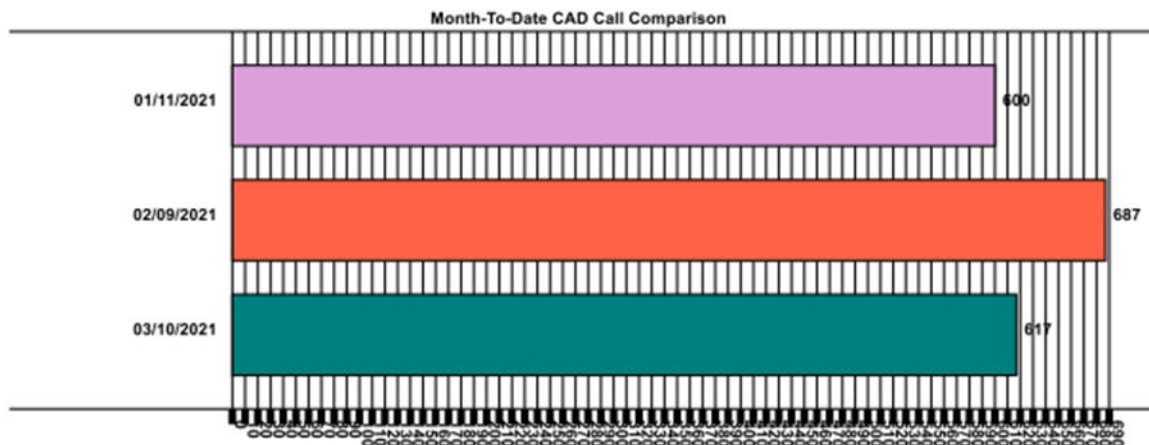
Month-to-Date CAD Call Detail

Month-To-Date CAD Received Calls

| Call Nature | 02/10/2021 | 01/12/2021 | 1 mo % | 12/14/2020 | 2 mo % |
|-------------------------------|----------------|----------------|---------|----------------|---------|
| | to 03/10/2021: | to 02/09/2021: | change: | to 01/11/2021: | change: |
| 911 Misdialed | 70 | 67 | 4.5% | 63 | 11.1% |
| Abandoned Vehicle | 2 | 4 | -50.0% | 1 | 100.0% |
| Abdominal A-Adam Response | 0 | 0 | N/A | 1 | -100.0% |
| Accident in a Parking Lot | 4 | 6 | -33.3% | 2 | 100.0% |
| Accident with Scene Safety | 1 | 1 | 0.0% | 1 | 0.0% |
| Accident with Spill Cleanup | 0 | 0 | N/A | 1 | -100.0% |
| Animal Bite | 0 | 2 | -100.0% | 2 | -100.0% |
| Animal Bites D-David Response | 1 | 0 | N/A | 0 | N/A |
| Animal Call | 15 | 9 | 66.7% | 15 | 0.0% |
| Assist Citizen or Agency | 36 | 36 | 0.0% | 26 | 38.5% |
| Back Problem A-Adam Response | 0 | 1 | -100.0% | 0 | N/A |
| Bleeding B-Boy Response | 0 | 0 | N/A | 1 | -100.0% |
| Bleeding C-Charles Response | 0 | 1 | -100.0% | 0 | N/A |
| Bleeding D-David Response | 1 | 0 | N/A | 1 | 0.0% |
| Breathing Problem C-Charles | 0 | 0 | N/A | 1 | -100.0% |
| Breathing Problem D-David | 4 | 4 | 0.0% | 4 | 0.0% |
| Burglary | 0 | 0 | N/A | 2 | -100.0% |
| CO or Hazmat C-Charles | 0 | 1 | -100.0% | 0 | N/A |
| Carbon Monoxide Alarm | 3 | 2 | 50.0% | 0 | N/A |
| Chest Complaint C-Charles | 0 | 0 | N/A | 2 | -100.0% |
| Chest Complaint D-David | 0 | 4 | -100.0% | 2 | -100.0% |
| Civil Matter Assist | 1 | 1 | 0.0% | 0 | N/A |
| Civil Process | 21 | 8 | 162.5% | 3 | 600.0% |
| Crime Prevention | 22 | 26 | -15.4% | 19 | 15.8% |
| Damage to Property | 6 | 0 | N/A | 5 | 20.0% |
| Diabetic Issue D-David | 1 | 1 | 0.0% | 2 | -50.0% |
| Disturbance | 15 | 7 | 114.3% | 10 | 50.0% |
| Domestic Disturbance | 3 | 3 | 0.0% | 3 | 0.0% |
| Drug Complaint | 2 | 5 | -60.0% | 2 | 0.0% |
| Emergency Committal | 0 | 1 | -100.0% | 0 | N/A |
| Fainting C-Charles | 0 | 1 | -100.0% | 2 | -100.0% |

| | | | | | |
|------------------------------|----|----|---------|----|---------|
| Falls A-Adam Response | 1 | 2 | -50.0% | 4 | -75.0% |
| Falls B-Boy Response | 0 | 1 | -100.0% | 2 | -100.0% |
| Falls D-David Response | 0 | 0 | N/A | 1 | -100.0% |
| Fire Alarm Commercial | 1 | 2 | -50.0% | 1 | 0.0% |
| Fire Alarm Residential | 1 | 0 | N/A | 1 | 0.0% |
| Fire Vegetation or Grass | 0 | 1 | -100.0% | 0 | N/A |
| Fire Vehicle Small | 1 | 0 | N/A | 0 | N/A |
| Fireworks Complaint | 0 | 0 | N/A | 2 | -100.0% |
| Follow Up | 9 | 13 | -30.8% | 12 | -25.0% |
| Fraud Complaint | 6 | 2 | 200.0% | 5 | 20.0% |
| Garbage or Rubbish Fire | 0 | 1 | -100.0% | 0 | N/A |
| Graffiti Complaint | 0 | 0 | N/A | 1 | -100.0% |
| Harassment | 8 | 10 | -20.0% | 3 | 166.7% |
| Hazard in Roadway | 7 | 10 | -30.0% | 18 | -61.1% |
| Heart Problem C-Charles | 1 | 0 | N/A | 0 | N/A |
| Heart Problem D-David | 1 | 0 | N/A | 0 | N/A |
| Jail GPS Checks | 23 | 26 | -11.5% | 16 | 43.8% |
| Juvenile Complaint | 7 | 4 | 75.0% | 6 | 16.7% |
| K9 Assist | 0 | 0 | N/A | 1 | -100.0% |
| Law Alarms - Burglary Panic | 10 | 10 | 0.0% | 7 | 42.9% |
| Lost or Found Valuables | 1 | 1 | 0.0% | 6 | -83.3% |
| Medical Assistance No Injury | 1 | 1 | 0.0% | 2 | -50.0% |
| Medical Pre-Alert | 1 | 1 | 0.0% | 1 | 0.0% |
| Medical Transport A-Adam | 0 | 2 | -100.0% | 0 | N/A |
| Medical Transport C-Charles | 0 | 1 | -100.0% | 0 | N/A |
| Missing Person | 0 | 2 | -100.0% | 0 | N/A |
| Motorist Assist | 21 | 33 | -36.4% | 15 | 40.0% |
| Noise Complaint | 3 | 6 | -50.0% | 4 | -25.0% |
| Ordinance Violation | 7 | 6 | 16.7% | 3 | 133.3% |
| Overdose B-Boy | 1 | 1 | 0.0% | 0 | N/A |
| PNB D-David Response | 1 | 0 | N/A | 0 | N/A |
| PNB E-Edward Response | 0 | 2 | -100.0% | 0 | N/A |
| Parking Enforcement | 10 | 10 | 0.0% | 8 | 25.0% |
| Parking Request | 3 | 2 | 50.0% | 4 | -25.0% |
| Pregnancy B-Boy | 1 | 0 | N/A | 0 | N/A |
| Probation Violation | 0 | 0 | N/A | 1 | -100.0% |
| Reckless Driving Complaint | 19 | 13 | 46.2% | 17 | 11.8% |
| Restraining Order Tracking | 0 | 2 | -100.0% | 0 | N/A |
| Runaway Juvenile | 2 | 0 | N/A | 0 | N/A |
| Seizure A-Adam Response | 0 | 0 | N/A | 1 | -100.0% |
| Seizure C-Charles Response | 0 | 1 | -100.0% | 1 | -100.0% |

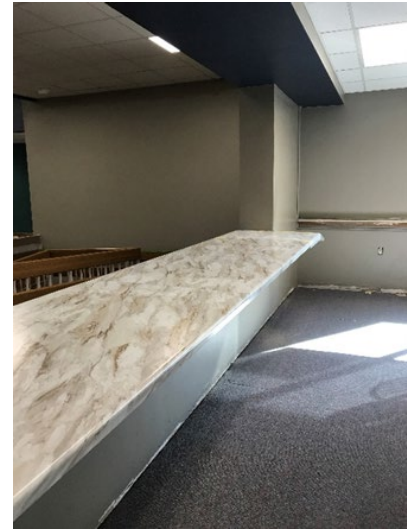
| | | | | | |
|--------------------------------|-----|-----|---------|-----|---------|
| Seizure D-David Response | 0 | 1 | -100.0% | 1 | -100.0% |
| Sex Offense | 2 | 0 | N/A | 3 | -33.3% |
| Sick A-Adam | 3 | 1 | 200.0% | 3 | 0.0% |
| Sick C-Charles | 1 | 0 | N/A | 4 | -75.0% |
| Sick D-David | 1 | 0 | N/A | 2 | -50.0% |
| Spill Cleanup | 0 | 0 | N/A | 1 | -100.0% |
| Stroke C-Charles | 1 | 2 | -50.0% | 0 | N/A |
| Structure Fire Smoke or Flame | 0 | 0 | N/A | 2 | -100.0% |
| Suicide B-Boy | 0 | 0 | N/A | 1 | -100.0% |
| Suspicious Incident | 7 | 11 | -36.4% | 10 | -30.0% |
| Suspicious Person | 4 | 5 | -20.0% | 2 | 100.0% |
| Suspicious Vehicle | 5 | 8 | -37.5% | 9 | -44.4% |
| Testing Only | 1 | 3 | -66.7% | 2 | -50.0% |
| Theft Complaint | 6 | 10 | -40.0% | 9 | -33.3% |
| Theft of Automobile Complaint | 1 | 0 | N/A | 0 | N/A |
| Traffic Enforcement | 2 | 13 | -84.6% | 1 | 100.0% |
| Traffic Stop | 165 | 199 | -17.1% | 161 | 2.5% |
| Transport Accident A-Adam | 0 | 0 | N/A | 1 | -100.0% |
| Transport Accident B-Boy | 0 | 1 | -100.0% | 0 | N/A |
| Transport Accident D-David | 1 | 0 | N/A | 0 | N/A |
| Traumatic Injuries A-Adam | 1 | 0 | N/A | 0 | N/A |
| Trespassing | 1 | 2 | -50.0% | 3 | -66.7% |
| Truancy | 1 | 2 | -50.0% | 0 | N/A |
| Unconscious D-David | 1 | 3 | -66.7% | 6 | -83.3% |
| Unconscious E-Edward | 0 | 1 | -100.0% | 0 | N/A |
| Unlocked or Standing Open Door | 1 | 2 | -50.0% | 1 | 0.0% |
| Vacant House Check | 0 | 5 | -100.0% | 0 | N/A |
| Vehicle Accident | 20 | 26 | -23.1% | 24 | -16.7% |
| Vehicle Lockout | 7 | 12 | -41.7% | 8 | -12.5% |
| Violation of Court Order | 1 | 1 | 0.0% | 0 | N/A |
| Wanted Person or Apprehension | 1 | 2 | -50.0% | 2 | -50.0% |
| Water Rescue | 1 | 0 | N/A | 0 | N/A |
| Welfare Check | 27 | 18 | 50.0% | 29 | -6.9% |
| Wire Down | 0 | 2 | -100.0% | 1 | -100.0% |



Little Chute Public Library

HIGHLIGHTS

- Library renovations are still going well! On a fun note, Jeremy from DPW left one 90's era tile and we are turning it into a library scavenger hunt when we open!
 - Ceiling tiles are finished
 - Plaster and blue accent paint finished
 - Countertops replaced
 - New internet cable ran for computer lab
 - Circulation desk footprint has been reduced
- Cross department program planning
- Pop-Up libraries
- Laptops now available for checkout
- Community Partnerships on programing
 - 4H
 - Fox Valley Humane Association
 - Gnome books
 - UW Extension
- Extending hours of operation
 - 8am-8pm M-F and Saturday 9am-1pm beginning March 15th



TOP PRIORITIES FOR MARCH

- Bookstore Organization Model project
- Renovation
- Summer Library Program Planning
- New Pre-K Reading Program: 20,000 Reads Under the Sea
- Marketing materials to promote opening
- Establishing new Friends group
- Timeline to open mid May



UPCOMING EVENTS

- Pop-up libraries
- Kickoff! Spring into Reading: 2021 Spring
- Evening Book Club
- To-go Craft: Upcycle book wreaths
- To-go STEM: Circuit Bugs
- Meal Planning Virtual Event
- Virtual programing via Facebook
 - Unboxing
 - Storytimes

FEBRUARY USAGE STATISTICS

Programs:

| Date | Time | Local Event Name | Target Audience (Children (0-11); Young Adult (12-18); Other (all ages) | Format: In-person; Live, virtual; or Pre-recorded | If group attending, then number of attendees | If recorded live, virtual event later posted for on-demand viewing, then enter number of views | If pre-recorded, then number of views | If self-directed, then number of individual participants |
|-----------|---------|----------------------------------|--|--|---|---|--|---|
| 2/27/2021 | 4:30 PM | Student Intern Storytime | Children (0-11) | Pre-recorded | | | 70 | |
| 2/1/2021 | | To-Go STEAM: Circut Bug | Children (0-11) | | | | | 50 |
| 2/1/2021 | | To-Go Craft: Tea Cup Bird Feeder | Other (all ages) | | | | | 75 |
| 2/25/2021 | | Storytime | Children (0-11) | | | | 2 | |
| 2/25/2021 | 1:30 | Identity Theft | Other (all ages) | Live virtual | | 82 | | |
| 2/23/2021 | | Virtual Tech Tuesday | Other (all ages) | Pre-recorded | | | 7 | |
| 2/22/2021 | | Unboxing | Other (all ages) | Live virtual | | 128 | | |
| 2/22/2021 | | Unboxing | Other (all ages) | Live virtual | | 98 | | |
| 2/22/2021 | | Unboxing | Other (all ages) | Live virtual | | 52 | | |
| 2/21/2021 | | Storytime | Children (0-11) | | | | 8 | |
| 2/18/2021 | | Unboxing | Other (all ages) | Live virtual | | 192 | | |
| 2/14/2021 | | Storytime | Children (0-11) | Pre-recorded | | | 6 | |
| 2/12/2021 | | Unboxing | Other (all ages) | Live virtual | | 76 | | |
| 2/11/2021 | | Unboxing | Other (all ages) | Live virtual | | 99 | | |
| 2/15/2021 | 18:30 | Evening Book Club | Other (all ages) | Live virtual | 6 | | | |
| 2/8/2021 | | STEM Demonstration | Children (0-11) | Live virtual | | 20 | | |
| 2/4/2021 | | Unboxing | Other (all ages) | Live virtual | | 131 | | |
| 2/4/2021 | | Unboxing | Other (all ages) | Live virtual | | 79 | | |
| 2/4/2021 | | Unboxing | Other (all ages) | Live virtual | | 109 | | |
| 2/4/2021 | | Unboxing | Other (all ages) | Live virtual | | 81 | | |
| 2/1/2021 | | Informational Media: FB | Other (all ages) | | | | | 384 |
| 2/1/2021 | | Recreational Media: FB | Other (all ages) | | | | | 243 |
| 2/1/2021 | | Reader's Advisory Posts | Other (all ages) | | | | | 16 |
| 2/1/2021 | | Children's Book Packs | Children (0-11) | | | | | 28 |
| 2/1/2021 | | Adult Book Packs | Other (all ages) | | | | | 21 |

Circulation:

| | JAN | FEB |
|--------------------------------|------|-----|
| Physical Materials Circulation | 1704 | |
| Hoopla EBooks | 92 | 98 |
| Hoopla Audiobooks | 168 | 168 |
| Hoopla Movies | 13 | 4 |
| Hoopla Comics | | 8 |
| Hoopla Music | 14 | 8 |
| Hoopla TV | 6 | 8 |
| Overdrive E Book | 407 | |
| Overdrive Audiobook | 676 | |
| RB Digital Magazines | 122 | |
| Physical Renewals | 531 | |
| ILL Loaned | 1727 | |
| ILL Borrowed | 2167 | |
| Public Internet Use | 0 | 0 |
| Wireless Logins | 639 | 52 |
| Door Count | 0 | 0 |

Parks, Recreation and Forestry Department

FEBRUARY 2021 HIGHLIGHTS

- Winter construction halted on the Nelson Crossing. Contractor will return in spring.
- Advertisement for bids for the ADA Canoe/Kayak Launch were released.
- Staff within both DPW and DPRF were trained for 4 days on the Dude Solutions work order management software.
- Hosted our first Comprehensive Outdoor Recreation Plan meeting with the Park Planning Committee and Rettler Corporation.
- The Village Board voted to adopt an ordinance to officially recognize the Park Planning Committee as an official Village of Little Chute committee.
- Proof final layout of Spring/Summer Program Book; approved printing.
- Requested printer quotes for summer tee shirt program; printer selected.
- Final prep work for Youth Dance Classes which began 2/16.
- Department joined up with 39 other communities for a Community Fitness Challenge for March.
- Built spring/summer programs into RecDesk for start of registration in March.
- Worked on updates to department website pages and links.
- Chute-ing Stars Dance Team competed in the Hortonville Dance Invite on 2/13 and placed 1st in Kick & 2nd in Poms. The team also competed in the Franklin Dance Invite on 2/20 and placed 1st in Kick & 2nd in Poms. The kick team was selected as one of the top four routines of the middle/elementary school session.

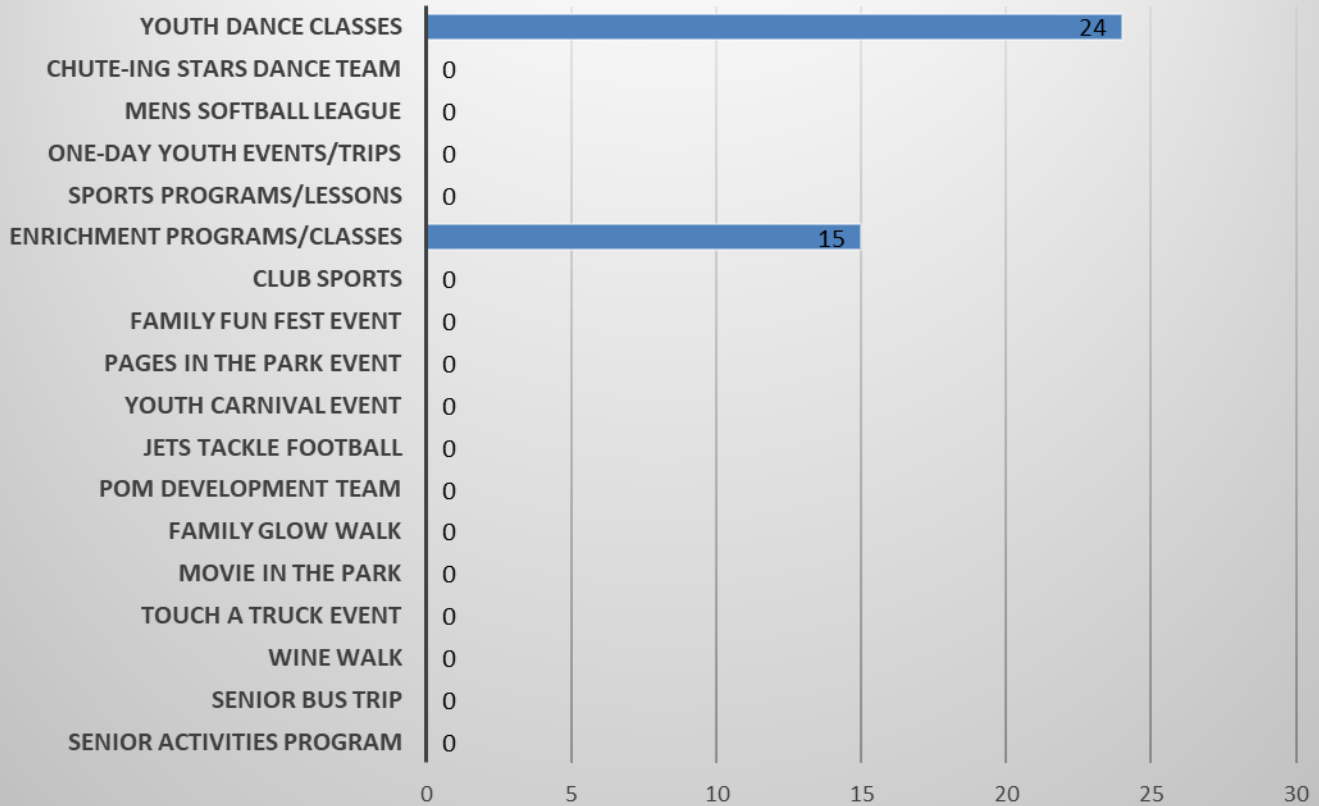


TOP PRIORITIES FOR MARCH

- Bid opening on March 9 for the ADA Canoe/Kayak Launch at Heesakker Park.
- Continue to train and work through the work order management software with the DPW and DPRF staff members.
- Prepare for Spring sports at the soccer and baseball fields.
- Finalize the design of the archways and donor sign for the Nelson Crossing.
- Close applications for summer part-time work and terrace tree requests.
- Mail out letters to seek sponsors for kids tee shirts for summer and fall rec programs.
- Program books delivered to post office 3/12; to be deliver to all Little Chute residents & businesses.
- Promote spring/summer book on Facebook and department e-newsletter (registration begins 3/22).
- Send registration paperwork to men's softball team managers.
- Review applications for summer help, schedule interviews, offer positions to selected applicants.
- Request street closure permit from Wisc DOT for cheese festival parade and walk/run on Main Street on June 5
- Work on Chute-ing Stars Dance Team tryout packets for new season.



2021 Year-To-Date PROGRAM PARTICIPATION



2021 Year-To-Date SHELTER/FACILITY/FIELD USAGE



Department of Public Works

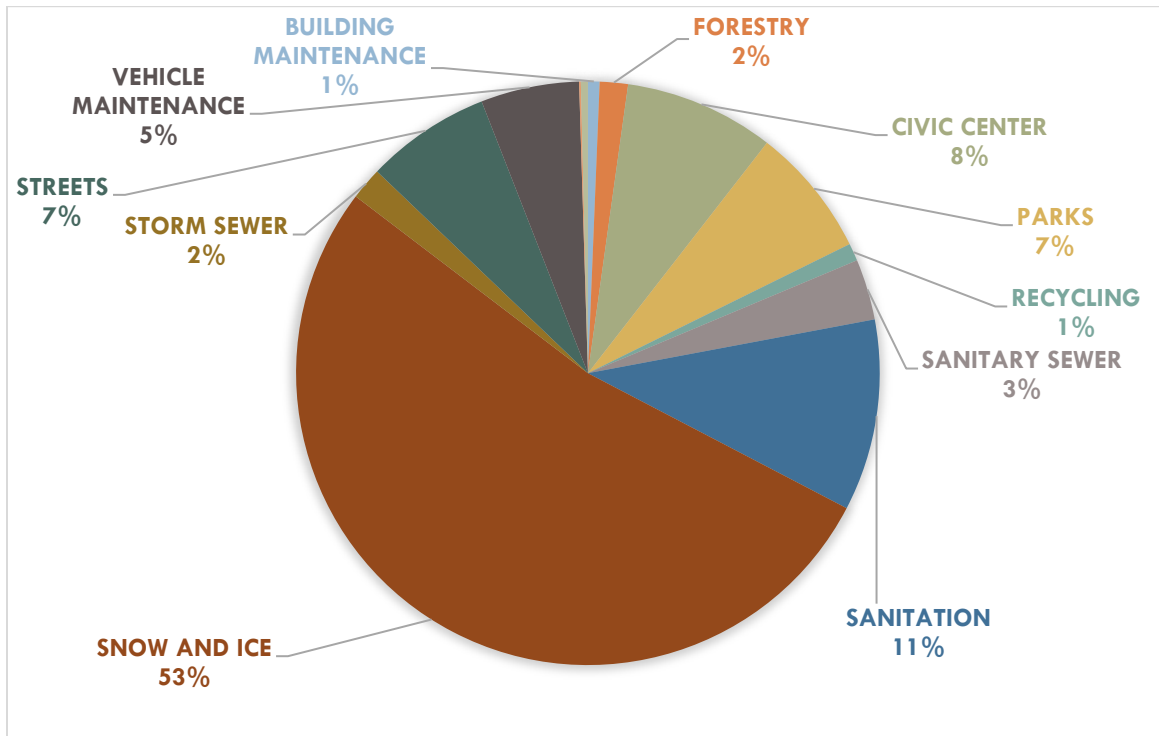
HIGHLIGHTS

- Continued to monitor TDS fiber installation. White Construction started work in back yard easements for fiber install and will continue throughout the Village for the next few months.
- Five snow events happened - plowed and salted as needed.
- Replaced batteries, maintained, and read laser meters in sanitary sewer system.
- Hosted three mainline sewer camera demonstrations (Aries, Ibak and Insight Vision).
- Collected data for MS4 annual report for the Wisconsin Department of Natural Resources.
- Worked with Geographical Information System (GIS) consultant, data conversion.
- Actively searched for inflow and infiltration in the sanitary sewer collection system.
- Finished entering back-end information for the new work order/asset management software and started training employees on how to use it.
-

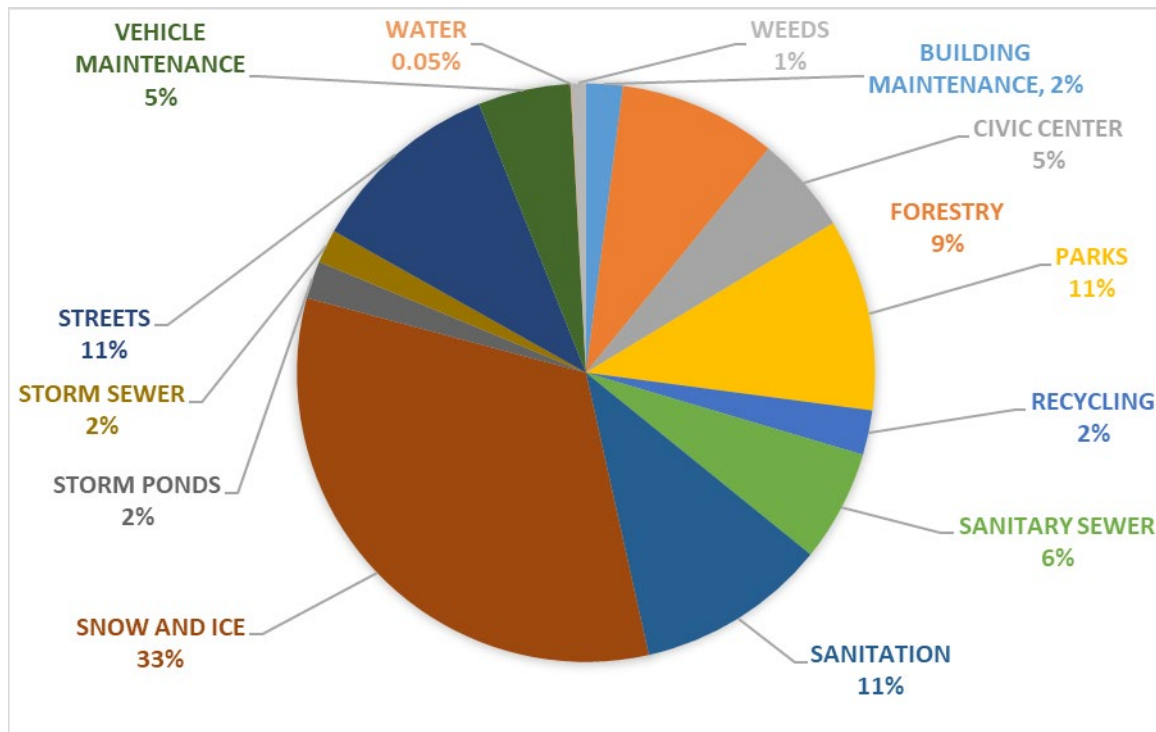
TOP PRIORITIES FOR MARCH

- Continue to update preventive maintenance plans for sanitary and storm sewers.
- Create reoccurring tasks in the storm water, and sanitary sewer collection system using work order/asset management software.
- Continue to work with White Construction on the TDS project which is a fiber to home initiative for all residents in the Village.
- Monitor erosion control and storm water permits throughout the winter.
- Continue training employees on the new work order/asset management software.
- Finalize discussion with The Village of Kimberly to develop refuse truck specifications and update the Fleet Management Plan.
- Finish compiling information for the Municipal Separate Storm Sewer System (MS4) Report and submit to the Wisconsin Department of Natural Resources.
- Monitor laser meters in sanitary sewer collection system.
- Continue to look for I&I in the sanitary collection system and repair sanitary sewer leaks (Infiltration).
- Start to collect street surface information for PASER rating system
- Meet with chip sealing contractors for yearly work.
- Schedule storm-pond controlled prairie burns.

February 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

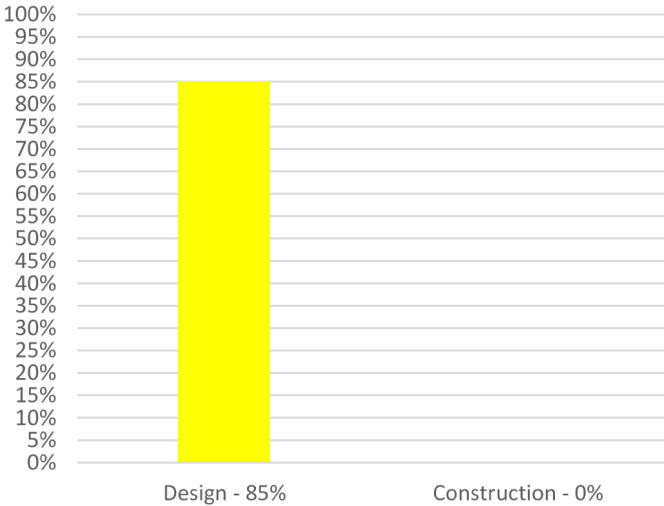
- Ebben Trail and Storm Sewer – The contractor completed the storm sewer installation the week of February 8th. They have also roughed in the gravel trail. The contractor will return in spring to complete restoration and final trail grading.
- Lyle Street Storm Sewer Project – This project is installed along with the temporary pavement. The contractor will return in spring for asphalt pavement and grass restoration.

| February 2021 Utility Installation and Abandonments | | | |
|---|------|-----------|-------------------|
| Ebben Trail and Lyle St Storm | | | |
| STORM SEWER | | Installed | Abandoned/Removed |
| 54" RCP Storm Sewer Main | L.F. | 1,315 | |
| 36" RCP Storm Sewer Main | L.F. | 718 | |
| 24" HDPE Storm Sewer Main | L.F. | 20 | |
| 18" RCP Storm Sewer Main | L.F. | | 725 |
| 12" RCP Storm Sewer Main | L.F. | 14 | |
| Type "H" Catch Basin | E.A. | 1 | 2 |
| 8 Ft Dia. Standard Storm Sewer MH | E.A. | 4 | |
| 6 Ft Dia. Standard Storm Sewer MH | E.A. | 6 | |
| 5 Ft Dia. Standard Storm Sewer MH | E.A. | 1 | |
| 4 Ft Dia. Standard Storm Sewer MH | E.A. | | 3 |

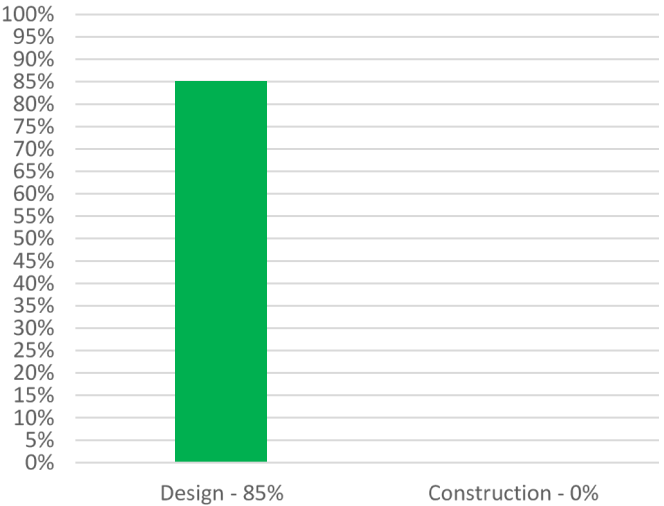
TOP PRIORITIES FOR MARCH 2021

- Evergreen Drive (Freedom Road to Vandebroek Road) – Utility design is completed for the urbanization of Evergreen Drive (phase 2). We have also completed our estimates and are working on completing the project manual. We will be advertising for bids the second week in March and will ready for bid on March 25th.
- Hartzheim Drive Urbanization and Extension – The Hartzheim Drive utility design is completed. We have also completed our estimates and are currently working on the project manual. The Engineer's Preliminary Report, preliminary plans and the project manual will be completed for public viewing on March 10th. We have also scheduled our Public Informational Meeting (March 10th) and the Public Hearing (March 24th). We will be advertising for bids the second week in March and will ready for bid on March 25th.
- North Ave. (CTH OO) Sanitary Sewer Replacement Project – The sanitary sewer replacement project design is complete and will be ready for bid on March 25th.
- Vandebroek Pond – Design modifications are underway to allow enlargement of the proposed storm water pond due to additional land acquisition.

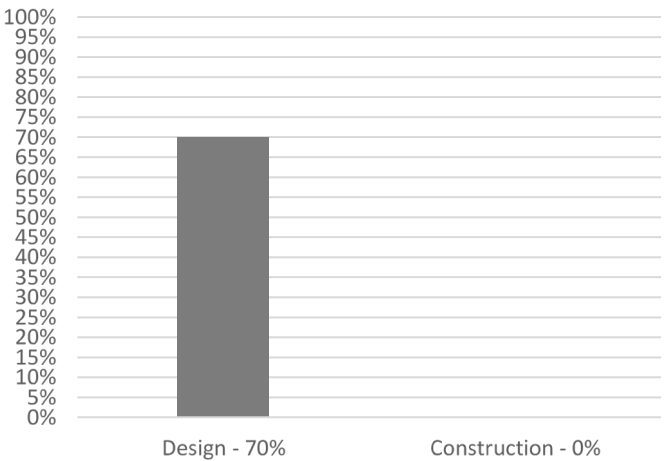
Evergreen Drive Phase 2



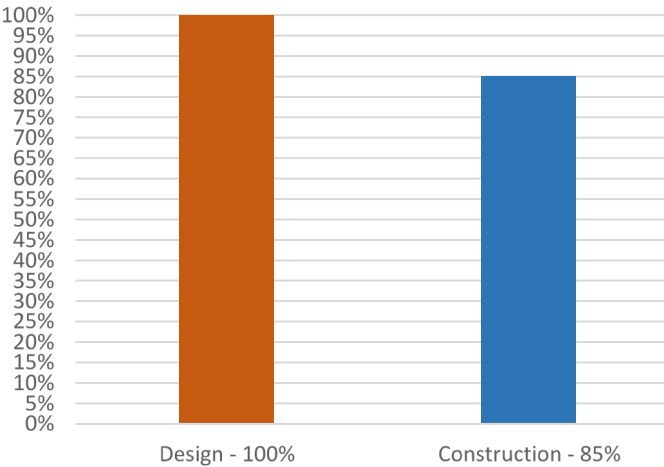
Harzheim Drive



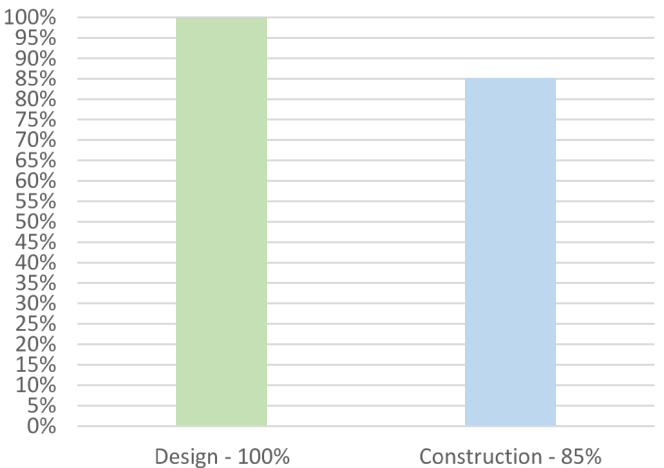
Vandenbroek Pond



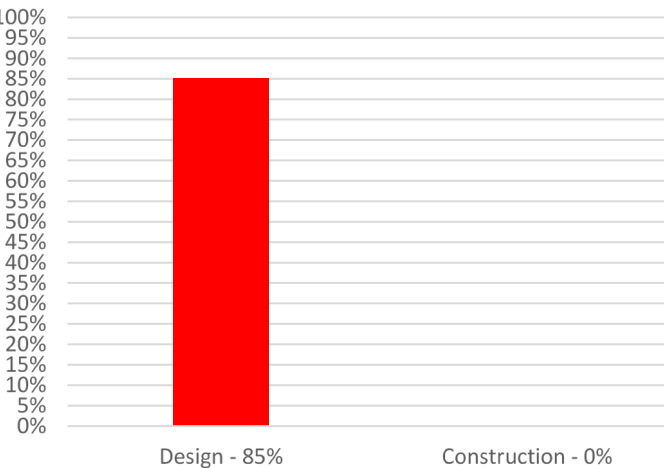
Downtown Storm Sewer - Hotel



Ebben Storm Sewer



OO Sanitary Sewer



**VILLAGE OF LITTLE CHUTE
VILLAGE BOARD
NOTICE OF PUBLIC HEARING
ZONING CHANGE REQUEST**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held for a request of zoning change from RC – Residential Conventional Single-family District to ID – Industrial District certain property in the Village of Little Chute, Outagamie County, Wisconsin.

206 Karen Dr, 200 Karen Dr and Parcel #260017612, 260430500, 260017613

More particularly described as follows:

LOT 2 CSM 7620

LOT 3 CSM 7620

W100FT OF E543.25FT OF N135FT S1/2 NE SE SEC9 T21N R18E

W100FT OF E643.25FT OF N135FT S1/2 NE SE SEC9 T21N R18E .31AC M/L 719R613,

W200FT OF E843.25FT OF N135FT S1/2 NE SE SEC9 T21N R18E .62AC M/L 952R331

Applicant: Village of Little Chute

A copy of the proposed zoning map may be seen at the Administrative Office at the Village Hall and enclosed with this notice.

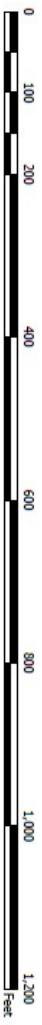
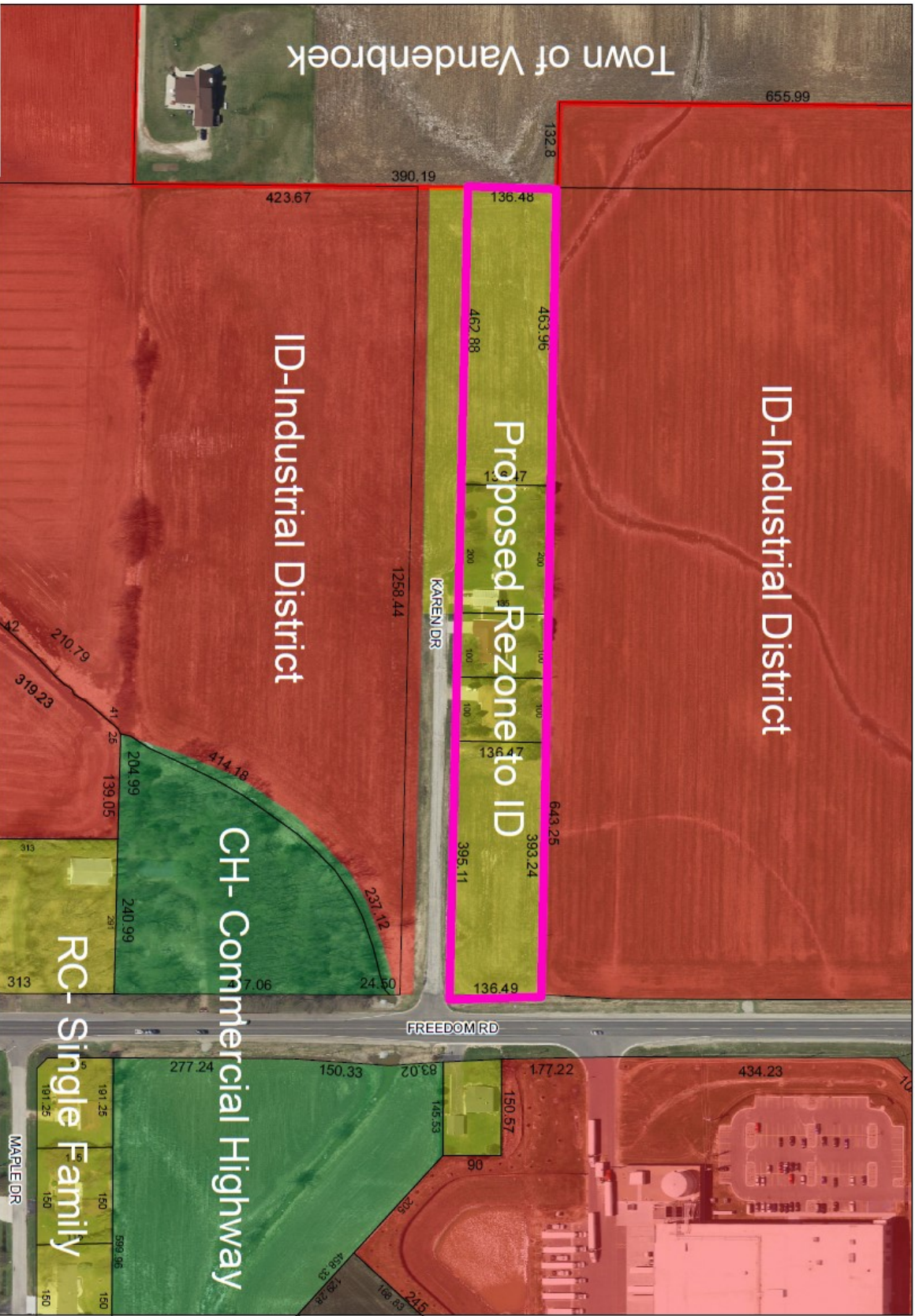
| | |
|-------------------|--|
| DATE OF HEARING: | March 17, 2021 |
| TIME OF HEARING: | 6:00 p.m. |
| PLACE OF HEARING: | Village Hall Board Room 108 West Main Street Little Chute, WI 54140 |

Laurie Decker
Village Clerk

If you have any questions, please contact the Zoning Administrator at (920) 423-3870

Publish: March 3rd and March 10th, 2021

Reasonable accommodations for persons with disabilities will be made upon request and if feasible.



Not a survey
1 inch = 188 feet
N

STATE OF WISCONSIN AFFIDAVIT OF PUBLICATION

March 3 & 10, 2021
VILLAGE OF LITTLE CHUTE
VILLAGE BOARD
NOTICE OF PUBLIC HEARING
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Laurie Decker, Village Clerk

WNAXLP

Laurie Hammen

being duly sworn doth depose and say that he/she is an authorized representative of the **TIMES-VILLAGER**, a weekly newspaper published by News Publishing Co., Inc. at **Neukauna, Wisconsin, in Outagamie County**, and that an advertisement of which the annexed is a true copy, taken from said paper, was published therein on:

03/10/2021

03/03/2021

SIGNED

Laurie A. Hammen

DATED

03/11/2021

Notary Public, State of Wisconsin

My Commission Expires

of Lines 38

of Weeks Published 2

Publication Fee \$ 113.19

Proof of Publication \$ 1.00

Total \$ 114.19

Mailed 3-1-2021

VANGROLL FAMILY IRREV TRUST
W2964 EVERGREEN DR.
APPLETON, WI 54913

DIANE FELLER
W2964 EVERGREEN DR.
APPLETON, WI 54913

HICKORY DRIVE HOLDINGS LLC
8801 RIVER CROSSING BOULEVARD
STE 300
INDIANAPOLIS, IN 46240

JEROME EVERS
129 CENTRAL PARKWAY
KIMBERLY, WI 54136

TOWN OF VANDENBROEK
ATTN: TOWN CLERK
W2030 COUNTY RD JJ
KAUKAUNA, WI 54130



Date Filed: _____
Fee Paid: (\$175) _____
Verified by _____

APPLICATION: ZONING CHANGE REQUEST FORM

To: Board of Trustees, Village of Little Chute, Outagamie County, WI

Applicant: Village of Little Chute

Applicant named above, files herewith this Request for a change in Zoning of the following described property:

To Rezone the properties on Karen Dr from RC to ID the parcels are listed Below:

Parcel # 260017612, 260430500, 260430600, 260430601, 260017613

Applicant herewith requests the Village Board to change zoning of the above-described property

from: RC- Residential Single Family District

to: ID- Industrial District

Signed:  Dated: 2/24/2021

Attach a Scale Map (1" = 100') showing the area requested to be rezoned including all areas within 300 feet of the area requested. Attach a list of owners' names and addresses of all properties lying within 100 feet of the area proposed to be rezoned. Attach any documents the applicant may wish to include which may be of guidance or interest to the Village Board and Plan Commission.

(See reverse)

Sec. 44-488. Procedures.

(a) *Request for changes.* Petitions for any change to the district boundaries and map or amendments to the text regulations shall be addressed to the village board and shall be filed with the zoning administrator, describe the premises to be rezoned or the portions of text of regulations to be amended, list the reasons justifying the petition, specify the proposed use, if applicable, and have attached the following, if petition be for change of district boundaries:

- (1) Plot plan, drawn to a scale of one inch equals 100 feet showing the area proposed to be rezoned, its location, its dimensions, the location and classification of adjacent zoning districts and the location and existing use of all properties within 300 feet of the area proposed to be rezoned.
- (2) Owners' names and addresses of all properties lying within 100 feet of the area proposed to be rezoned.
- (3) Together with additional information as may be required by the plan commission or village board.

(b) *Recommendations.* The village board or the zoning administrator shall cause the petition to be forwarded to the plan commission for its consideration and recommendation. The plan commission shall review all proposed amendments to the text and zoning map within the corporate limits and shall recommend by majority vote that the petition be granted as requested, modified or denied. In arriving at its recommendation, the commission may on occasion, of its own volition, conduct its own public hearing on proposed amendment.

(c) *Hearings.*

- (1) The village board, following submittal to the plan commission, shall hold a public hearing upon each proposed change or amendment, giving notice of the time, place and the change or amendment proposed by publication of a Class 2 notice, under Wis. Stats. ch. 985. At least ten days' prior written notice shall also be given to the clerk of any municipality within 1,000 feet of any land to be affected by the proposed change or amendment. Failure to comply with this provision shall not, however, invalidate any previous or subsequent action on the application.
- (2) The village board shall hold public hearings as required under this section.

(d) *Board's action.* Following such hearing and after consideration of the plan commission's recommendations, the village board shall vote on the proposed ordinance effecting the proposed change or amendment.

(e) *Fee.* The fee for a Zoning Code change or amendment shall be \$175.00 and shall be paid upon filing.

(Code 2006, § 13-1-262; Ord. No. 25(Ser. of 2005), 11-2-2005; Ord. No. 16(Ser. of 2006), 10-18-2006)

Sec. 44-489. Protest.

(a) In the event of a protest against amendment to the zoning map, duly signed and acknowledged by the owners of 20 percent or more, either of the areas of the land included in such proposed change, or by the owners of 20 percent or more of the land immediately adjacent extending 100 feet therefrom, or by the owners of 20 percent or more of the land directly opposite thereto extending 100 feet from the street frontage of such opposite land, such changes or amendments shall not become effective except by the favorable vote of three-fourths of the village board membership voting on the proposed change.

(b) In the event of protest against amendment to the text of the regulations of this zoning chapter, duly signed and acknowledged by 20 percent of the number of persons casting ballots in the last general election, it shall cause a three-fourths vote of the village board membership voting to adopt such amendment.

(Code 2006, § 13-1-263)

Village of Little Chute
Department of Public Works

REQUEST FOR BOARD'S CONSIDERATION

ITEM DESCRIPTION: Discussion/Action – Permanent No Parking Sign Installation on Johnson Avenue and Johnson Court.

REPORT PREPARED BY: Kent Taylor, Public Works Director

REPORT DATE: March 17, 2021

ADMINISTRATOR'S REVIEW / COMMENTS:

EXPLANATION: The Village of Little Chute has responded to concerns from Village Board members and local-residents regarding on-street parking on Johnson Avenue and Johnson Court. In September 2020, the Department of Public Works along with members of the Little Chute Fire Department conducted an analysis to assess the entry, exit, and passage of large vehicles on the roadways.

In October 2020, the Department of Public Works suggested a “no parking” zone along the North side of Johnson Avenue and Johnson Court, from December 1st to April 1st. This suggestion was intended to improve public safety and ease the entry, exit, and passage of snow removal equipment, emergency vehicles, and all vehicular traffic during the winter months. The Village Board directed public works to install the “no parking” signs and bring back a final recommendation in March 2021. Five (5) “No Parking This Side of Street” signs were installed on the North side of Johnson Avenue and Johnson Court.

Recent communication with local property owners, the Little Chute Fire Department, and Public Works, supports keeping the “No Parking This Side of Street” signs up permanently, year-round.

RECOMMENDATION: Staff requests the Village Board approve the permanent installation of the “No Parking This Side of Street” signs on the North side of Johnson Avenue and Johnson Court.

VILLAGE OF LITTLE CHUTE

CREATION OF ORDINANCE NO. 2-157

AN ORDINANCE ESTABLISHING COMPENSATION AND/OR PER DIEMS FOR
CERTAIN BOARDS AND COMMISSIONS MEMBERS POSITIONS IN THE
VILLAGE OF LITTLE CHUTE

The Village Board of the Village of Little Chute does ordain as follows:

CHAPTER 2, ARTICLE V, SECTION 2-157, Entitled “BOARDS AND COMMISSIONS MEMBERS COMPENSATION OR PER DIEMS” is hereby created to read as follows:

- a. Pursuant to Village ordinance sec. 2-148(c), compensation for members of the Board of Review shall be \$50.00 for each meeting attended, except that, for the annual Board of Review meeting occurring during the 45-day period beginning on the 4th Monday of April in accordance with Wis. Stat. § 70.47(1), members of the Board of Review shall be entitled to a per diem of \$150.00.
- b. Pursuant to Village ordinance sec. 2-149(a), compensation for members of the Board of Appeals shall be \$50.00 for each meeting attended.
- c. Pursuant to Village ordinance sec. 2-150(a), compensation for members of the Plan Commission shall be \$50.00 for each meeting attended.
- d. Pursuant to Village ordinance sec. 2-151(a)(4), compensation for members of the Utility Commission shall be \$50.00 for each meeting attended.
- e. Pursuant to Village ordinance sec. 2-152(b), compensation for members of the Fire Commission shall be \$50.00 for each meeting attended.
- f. Pursuant to secs. 2-153(c) and 2-153.1(d), members of the Library Board shall serve without compensation, except that members of the Library Board shall receive a per diem of \$50.00 for each meeting attended in accordance with Wis. Stat. § 43.54(1)(d)2.
- g. Pursuant to sec. 2-154(e), compensation for members of the Community Development Authority shall be \$50.00 for each meeting attended.
- h. Pursuant to Village ordinance sec. 2-155(c), compensation for members of the Fox Valley Metropolitan Police Commission shall be \$50.00 for each meeting attended.
- i. Pursuant to Village ordinance sec. 2-156(a), compensation for members of the Design Review Board shall be \$50.00 for each meeting attended.
- j. Compensation for members of the Sex Offender Residence Board established under Village ordinance sec. 30-35(e) shall be \$50.00 for each meeting attended.

- k. Compensation for members of the Park Planning Committee shall be \$50.00 for each meeting attended.

SECTION II – VILLAGE BOARD MEMBERS

To the extent any member of the Village Board for the Village of Little Chute, including the Village President or any Village Trustee, serves on any Board or Commission referenced in Section I above, such Village Board member shall not be entitled to any additional compensation beyond the annual salary otherwise paid to such Village Board member in exchange for his or her role as Village Board member.

Despite restrictions against additional compensation herein to the contrary, members of the Village Board for the Village of Little Chute, including the Village President and the Village Trustees, shall be entitled to a per diem of \$150.00 for attending seminars or conferences. Additionally, Village Board members shall be entitled to reimbursement for out-of-pocket expenses incurred in attending such seminars or conferences as set forth and provided for in the Village of Little personnel manual as amended from time-to-time.

SECTION III – SEVERABILITY

If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

SECTION IV – EFFECTIVE DATE

This ordinance becomes effective upon publication or posting in accordance with Wis. Stat. § 61.50.

Adopted and passed by requisite vote of the Village Board of Trustees this 17 day of March, 2021.

VILLAGE OF LITTLE CHUTE

BY:

Michael Vandenberg
Michael Vandenberg, Village President

ATTEST:

Laurie Decker
Laurie Decker, Village Clerk

(9) *Thickness.* Residential walks shall be not less than four inches thick except within driveway approaches where the minimum thickness shall be six inches. Sidewalks in front of commercial or industrial establishments shall be not less than four inches in thickness, except within driveway approaches where the minimum thickness shall be seven inches. One-half-inch reinforcement rod shall be used when replacing or repairing sidewalks over alley entrances.

(10) *Finishing.* The concrete shall be struck off true to grade, finished smooth and given a broom finish. All edges shall be rounded. No tool marks shall be left on exposed surfaces. In case of rain, the walk shall be covered to protect the surface from being damaged. Walks shall be kept free from all traffic at normal temperatures for 48 hours and in cold weather (below 50 degrees Fahrenheit) for 96 hours. No concrete shall be poured when the temperature may be expected to fall below 35 degrees Fahrenheit in any 72-hour period or upon frozen subgrade.

(11) *Curing.* Concrete shall be kept moist by sprinkling, covering or a combination of both for a minimum of five days, or a curing compound may be used in place of the curing procedure.

(12) *Higher standards.* Where deemed necessary by the village, higher sidewalks standards may be required by the director of public works.

(13) *Warranty.* Any sidewalk, which was installed by the contractor which fails for any reason within 12 months following installation shall be replaced at no cost to the village.

Standard specifications for two-way shared use path located in street right of way.

(1) *General.* A two way shared use path located in the street right of way shall meet the specifications and provisions set forth in this section and shall be constructed in locations to the line and grade established and approved by the village engineer. This section has been developed in accordance with the "Wisconsin Bicycle Facility Design Handbook", with minor updates through 2018 and prepared by the Wisconsin Department of Transportation.

(2) *Definition.* Shared paths are off-road facilities designed for travel by a variety of non-motorized users, including bicyclists, pedestrians, skaters, joggers, and others. If a two-way shared-use path must be located adjacent to a roadway, a separation between the path and the adjacent street is required to demonstrate that the path functions as an independent facility for bicyclists and pedestrians. Additionally, the inside bicyclist will be riding directly opposed to oncoming motor vehicle traffic. This often increases average closing speeds by up to 30 mph (compared to bicyclists riding with traffic).

(3) *Subgrade.* The subgrade shall be excavated and compacted in fill areas to the optimum moisture content for the native soil. Soft subgrade material shall be excavated and dried to the optimum moisture content for the native soil and re-placed in six inch lifts (maximum) using a minimum compaction effort of 95 percent of the modified proctor (ASTM D1557). Granular replacement material may also be used and placed in 6-inch lifts (maximum) and uniformly compacted to meet 95% compaction effort for the modified proctor (ASTM D1557). Prior to placement of base material the subgrade shall be brought to within three inches of the final subgrade elevation by the contractor and shall not be consistently high to reduce the average thickness of the granular base material.

(4) *Granular Base.* The Contractor shall use 3/4-inch (19.0 mm) base aggregate gradation (Wis-DOT 305) for the shared use path including shoulders and granular surface. The thickness of base aggregate shall be 5-inches for both asphalt and concrete surfaces. Granular base shall

be placed in 6-inch lifts (maximum) and uniformly compacted to meet 95% compaction effort for the modified proctor (ASTM D1557).

(5) *Asphalt pavement.* Binder: 3LT 58-28 S (2.25-inches thickness)
Surface: 5LT 58-28 S (1.75-inches thickness)

(6) *Concrete.* The minimum quantity of cement per cubic yard shall be six 94-pound sacks. Gravel shall be of good quality and washed. Concrete shall test 3,000 pounds per square inch (psi) compression in 28 days. Concrete shared use paths shall be not less than four inches thick except within driveway approaches where the minimum thickness shall be six inches. Shared use paths in front of commercial or industrial establishments shall be not less than four inches in thickness, except within driveway approaches where the minimum thickness shall be seven inches. One-half-inch reinforcement rod shall be used when replacing or repairing sidewalks over alley entrances or new utility trench work.

(7) *Jointing.* Expansion joints one-half inch thick shall be placed at 100-foot maximum intervals. At all places where a concrete path intersects another concrete path, sidewalk or curbline, a one-half inch expansion joint shall be placed.

(8) *Finishing.* The concrete shall be struck off true to grade, finished smooth and given a broom finish. All edges shall be rounded. No tool marks shall be left on exposed surfaces. In case of rain, the concrete path shall be covered to protect the surface from being damaged. The concrete shall be kept free from all traffic at normal temperatures for 48 hours and in cold weather (below 50 degrees Fahrenheit) for 96 hours. No concrete shall be poured when the temperature may be expected to fall below 35 degrees Fahrenheit in any 72-hour period or upon frozen subgrade.

(9) *Curing.* Concrete shall be kept moist by sprinkling, covering or a combination of both for a minimum of five days, or a curing compound may be used in place of the curing procedure.

(10) *Higher standards.* Where deemed necessary by the village engineer, higher standards may be required, as needed, due to estimated increased user capacity for the shared use path.

(11) *Warranty.* Any improvements that have been constructed by the contractor which fails for any reason within 12 months following installation shall be replaced at no cost to the village.

(12) *The minimum separation.* Five (5) feet is the minimum distance required between the edge of the street pavement/curb and the path. The path should be located outside of the roadway's clear zone. When the 5-feet of separation is not possible, a suitable physical barrier is recommended with a minimum height of 42-inches. Such barriers prevent path users and motorists from making unwanted movements between the path and the street (and vice versa) and reinforce the concept that the path is an independent facility. Where a barrier or a space separation is not possible narrowing the 5 feet of separation area to 3-feet for a short distance (several hundred feet) is acceptable. [This may be necessary at intersection approaches.] Three (3) feet of separation for a longer stretch would be permitted if the path is next to a wide shoulder or bike lane.

(13) *Priority.* The path should have the same priority through intersections as the parallel street. A path next to an arterial street, bicyclists on the path are required to stop at each minor cross street or driveway. Excessive and improper traffic controls breed disrespect for ALL traffic controls on trails, even where clearly warranted.

(14) *Path width.* The paved width required for a shared-use path is a primary design consideration. Under most conditions, the paved width for a two-way shared-use path is 10 ft.

(15) *Shoulders.* A minimum 2-foot wide graded shoulder flatter than 1:6 (16.67%) slope should be maintained on both sides of the path. Such shoulders provide a measure of safety, in case a bicyclist drifts off the side of the path. The shoulder surface should be level with the edge of pavement, to prevent crashes caused by an uneven pavement edge.

(16) *Clearances.* Clearances are important for two reasons. The first is to provide adequate clearance from trees, posts, abutments, piers, poles, box culverts, guardrails, or other potential hazards. The second reason is to make maintenance (e.g., mowing) easier. A clear zone of 3-feet or more is desirable on each side of a shared-use path.

- a) However, a 1 to 2-foot clearance may be used where the obstruction is continuous, as with a long section of wall, a railing, or a fence. The ends of continuous obstructions or barriers should be flared at either end, especially where there is less than 3-feet of clearance from the path to the obstruction/barrier.
- b) If adequate clearance cannot be maintained between the path and vertical obstructions or other features that narrow the clear zone, a warning sign should be used in advance of the hazard with a Type 1, 2, or 3 object marker at its location. This treatment should be used only where the hazard is unavoidable, and is by no means a substitute for good design.
- c) Where the path is next to a canal or ditch, with a sloped drop-off steeper than 3:1 a wider separation should be considered. A minimum 5-foot separation from the edge of the path pavement to the top of the slope or a safety rail should be provided where the slope/drop conditions cannot be met. Depending on the height of embankment and condition at the bottom, a physical barrier, such as a safety railing, dense shrubbery, or a chain link fence, may be needed at the top of the slope.
- d) The vertical clearance to obstructions should be 10-feet for bicyclists' comfort and to allow access for maintenance and emergency vehicles. In only exceptional cases where the 10-foot standard is unattainable, can 8 ft (2.5 m) be used; while uncomfortable for some users, this height allows bicyclists to go under without hitting their heads. The Wisconsin Department of Natural Resources uses a 12-foot vertical clearance on state trails to accommodate maintenance and snow grooming equipment.

(17) *Americans with Disabilities Act (ADA) requirements.* Shared-use paths built in the United States must also meet the requirements of the Americans with Disabilities Act (ADA). ADA guidelines require that cross slopes not exceed 2% to avoid the severe difficulties that greater cross slopes can create for people in wheelchairs or using walker or canes.

(18) *Design speeds.* In general, a design speed of 18 mph should be used for level areas. For paths on long downgrades (i.e., steeper than 4% and longer than 500-feet, a design speed of 30 mph is advisable. Although bicyclists can travel faster than these speeds, to do so would be inappropriate in a mixed-use setting that includes young bicyclists, pedestrians, wheelchair users, and others.

- a) Warning signs can be used to deter excessive bicyclist speed; and faster cyclists can be encouraged to use the roadway system. For example, a “Fast Bicyclist Bypass” can be developed on a nearby through street.
- b) Unpaved Surfaces, Bicycles have a higher tendency to skid on unpaved surfaces. Horizontal curvature design should take into account lower coefficients of friction in using this type of surface material.
- c) Extrapolating from values used in highway design, friction factors for paved shared-use paths can be assumed to vary from 0.31 at 12 mph to 0.21 at 30 mph. Although there is no data available for unpaved surfaces, reducing friction factors by 50% should allow a sufficient margin of safety.

(19) Path Allowable Surface Material Summary

| <i>Surface Material</i> | <i>Advantages</i> | <i>Disadvantages</i> |
|-------------------------|--|---|
| Crushed Aggregate | Soft but firm surface, natural material, moderate cost (varies regionally), smooth surface, accommodates multiple use. | Surface can rut or erode with heavy rainfall, regular maintenance to keep consistent surface, replenishing stones may be a long-term expense, not for steep slopes. |
| Asphalt | Hard surface, supports most types of use, all weather, does not erode, accommodates most users simultaneously, low maintenance. | High installation cost, costly to repair, not a natural surface, freeze/thaw can crack surface, heavy construction vehicles need access. |
| Concrete | Hardest surface, easy to form to site conditions, supports multiple use, lowest maintenance, resists freeze/thaw, best cold weather surface. | High installation cost, joints must be sawn for smooth ride, costly to repair, not natural looking, construction vehicles will need access to the trail corridor. |

(20) Slope or grade. One percent slopes are recommended on shared use paths where practical, because they are easier to navigate for people using wheelchairs. The maximum grade recommended for shared-use paths is 5%. Sustained grades should be limited to 2 or 3%.

- a) The shared-use path may also match the roadway grade. When the roadway grade exceeds 5%, the path grade is to be less than or equal to the roadway grade. Refer to the U.S. Access Board for information on accessibility provisions for shared-use paths covered by ADA.
- b) As a general guide, where steeper or longer grades cannot be avoided, the design speed should be increased and additional width should be provided for maneuverability.

(21) *Curve radius.* In most cases the lean angle formula (see Wisconsin Bicycle Facility Design Manual, page 4-14) should be used when determining the minimum radius of a horizontal curve, due to the need for relatively flat cross slopes and the fact that bicyclists lean when turning (regardless of their speed or the radius of their turn). The curve radius should be based upon various design speeds of 18 to 30 mph and a desirable maximum lean angle of 20 degrees. Lower design speeds of 12 to 16 mph may be appropriate under some circumstances (e.g., where environmental or physical constraints limit the geometrics). Minimum radii of curvature for a paved path can be selected from Table 1.

Table 1: Desirable Minimum Radii for Paved Shared Use Paths

| Based on 20° Lean Angle Design | |
|---|------------------------|
| Design Speed mph | Minimum Radius feet |
| 18 | 60 |
| 20 | 74 |
| 25 | 115 |
| 30 | 166 |
| Special conditions (e.g., topography constraints) | |
| 12 | 27 |
| 14 | 36 |
| 16 | 47 |

(22) *Sight distance.* Shared-use paths should be designed with adequate stopping sight distances to let bicyclists see and react to the unexpected situations. The distance required to bring a bicycle to a full controlled stop is a function of the bicyclist's perception and brake reaction time; the initial bicycle speed; the coefficient of friction between the tires and pavement; and the braking ability of the bicycle and the bicyclist. Refer to the Wisconsin Bicycle Facility Design Manual, beginning on page 4-19, to determine the minimum stopping sight distance required.

Where adequate sight distance cannot be provided, mitigation measures like those described below can help:

- widen the path through the curve;
- Install a solid yellow center line stripe;
- Install a "Curve Ahead" warning sign; or
- Some combination of the above.

(23) *Signing and marking.* These elements fall into the same three main categories found in roadway signing and marking: regulatory, warning, and informational devices. Each category is associated with certain colors. Regulatory controls are associated with red, black, and white*; warning devices with yellow and fluorescent yellow-green; informational devices with blue, green and brown. *In striping, however, yellow is also a regulatory color. Signs for exclusive use of bicyclists should be located so that drivers are not confused by them. If necessary, shielding should be used to keep motorists from seeing these type of signs. If the sign applies to drivers and bicyclists, then it should be visible from both perspectives.

(24) Warning devices. Shared use paths are designed for bicycle traffic and therefore, need to alert users to hazardous (or potentially hazardous) conditions on or adjacent to the path. They are also used to let others (e.g., motorists on a cross street) know about the presence of the path and the potential for conflicts. Warning devices require caution on the part of users and may require them to slow. If used, advance bicycle warning signs should be installed no less than 50-feet in advance of the beginning of the condition. Warning signs and markings let path users know about problems like tight curves, low clearances, obstacles, and other hazards. Typically, these are permanent conditions that cannot be easily corrected.

(25) Parallel path crossing. A parallel path is one that is adjacent to a roadway. Because of this relationship, the path typically intersects most of the same streets and driveways that the road, itself. Wisconsin State Statute 346.803(b) requires bicyclists to “obey each traffic signal or sign facing a roadway which runs parallel and adjacent to the bicycle way.” As a result, stop or yield conditions for bicyclists on parallel side paths should generally be consistent with the traffic controls imposed upon traffic of the adjacent roadway.

(26) Maintenance. Similar to streets, it shall be the Village’s responsibility to maintain this facility for the public’s use and benefit. It is also at the discretion of the Village Board to determine when the shared use path shall be open for use. It shall be the responsibility of the village staff to clear snow from the path if it is determined to remain open for pedestrian use during the winter. The shared use path may also be designated for winter sports (snow show or cross-country skiing) if not required for pedestrian use. The path may not be closed and the snow must be cleared by village staff if it is the only route for pedestrian access during the winter (no sidewalk on the opposite side of the street).

Adopted and passed by requisite vote of the Village Board of Trustees this 17th day of March 2021.

VILLAGE OF LITTLE CHUTE

BY:

Michael Vandenberg, Village President

ATTEST:

Laurie Decker, Village Clerk

VILLAGE OF LITTLE CHUTE

ORDINANCE NO. 4, SERIES OF 2021

AN ORDINANCE AMENDING CHAPTER 44, MUNICIPAL CODE OF THE VILLAGE OF LITTLE CHUTE AND THE OFFICIAL ZONING MAP, WHICH IS A PART THEREOF, BY MAKING THE FOLLOWING CHANGES IN THE DISTRICT AS NOW PROVIDED.

WHEREAS, a request for rezoning by the Village Board of Trustees, Village of Little Chute and has been referred to the Village of Little Chute Plan Commission for said Commission's recommendation; and,

WHEREAS, the territory is within the adopted boundaries of Tax Incremental District number 6; and

WHEREAS, the project plan of Tax Incremental District number 6 indicates a portion the proposed area be designated for redevelopment as Industrial use and is overall consistent with the project plan; and

WHEREAS, the Village of Little Chute Plan Commission has recommended the following actions; and

WHEREAS, the Village Board of Trustees finds the following actions to be consistent with overall intent of the adopted guidelines within the Village Comprehensive Plan's goals, objectives, policies and recommendations; and

WHEREAS, the required public hearing regarding the rezoning has been held before the Village Board of Trustees,

NOW, THEREFORE, the Village Board of Trustees, Village of Little Chute, do ordain as follows:

Section 1. That the Zoning Ordinance, Chapter 44 Zoning, Municipal Code of the Village of Little Chute, and the official zoning map which is a part thereof, is hereby amended, by making the following changes:

- (1) The following described property shall now be officially zoned as ID Industrial District;
Parcel # 260017612, 260430500, 260430600, 260430601, 260017613

More particularly described as follows:

LOT 2 CSM 7620

LOT 3 CSM 7620

W100FT OF E543.25FT OF N135FT S1/2 NE SE SEC9 T21N R18E

W100FT OF E643.25FT OF N135FT S1/2 NE SE SEC9 T21N R18E .31AC M/L 719R613,

W200FT OF E843.25FT OF N135FT S1/2 NE SE SEC9 T21N R18E .62AC M/L 952R331

Section 2. That this Ordinance shall be in full force and effect from and after its passage as provided by law, and upon its passage, the Village Zoning Administrator is authorized and directed to make the necessary changes to the official zoning map of the Village of Little Chute, all in accordance with this Ordinance.

Section 3. Recorded Vote. ____ For ____ Against

Date introduced, approved and adopted: March 17, 2021

VILLAGE OF LITTLE CHUTE

By _____
Michael R. Vanden Berg, Village President

By _____
Laurie Decker, Village Clerk

Village of Little Chute
REQUEST FOR BOARD CONSIDERATION

ITEM DESCRIPTION: Site Plan Review MFR Expansion

PREPARED BY: David Kittel, Community Development Director

REPORT DATE: 3/11/2021

ADMINISTRATOR'S REVIEW/COMMENTS:

EXPLANATION:

A Site Plan has been submitted to the Village for an addition onto the Outagamie County Recycling and solid waste existing Material Processing Facility. Due to this site being under a conditional use this site plan went before the Plan Commission for recommendation. On March 8th 2021 the Plan Commission did recommend approval of the site plan to the Village Board with condition that all comments from Staff are addressed. The proposed addition is 1 story and will be about 2,502 sqft. This new space will house the facilities maintenance shop and support the future installation of a new baler machine. See attached plans for details on the addition.

RECOMMENDATION: To approve site plan with condition that all staff comments are addressed.

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1.k. Hazardous Materials

No hazardous materials will be stored on site

1.n. Parking

Municipal Zoning Code Sec.44-53(g)(1): For manufacturing and service uses the requirement is one space per employee on maximum shift.

| | |
|---|--|
| No. Existing Employees (maximum): | 50 |
| No. Proposed Future Employees (maximum): | 50 |
| No. Proposed Parking Spaces (facility total): | 82 (No work to parking) |
| No. Handicapped Accessible Spaces: | 2 required, 2 provided (Per IBC Table 1106.1) |

1.z. Signage

No new signage is proposed as part of this development. An existing sign is located at the south driveway on the property. This existing sign is to remain unchanged.



1.aa. Fences and Retaining Walls

No new fencing or retaining walls are included in the proposed work. An existing fence is located near the office area, facing Holland Road. This fence is black, chain link. An existing concrete block retaining wall located east of the development will remain unmodified. This wall varies in height, up to approximately 5 feet, and conceals vehicles approaching the scales from a line of site to Holland Rd. Existing evergreen trees along the retaining wall further conceal the scale area. The building addition will be almost completely concealed from Holland Road.



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View from Holland Rd. Arrow indicates location of addition behind existing landscaping to remain.

5.c. Exterior Materials

The existing building is constructed of precast concrete wall panels with an exposed aggregate in a warm gray color range. The exterior walls of the proposed addition will be constructed of the same material, color to match.



1419 HOLLAND ROAD | LITTLE CHUTE, WISCONSIN 54911

2015 INTERNATIONAL BUILDING CODE (IBC), 2015 INTERNATIONAL EXISTING BUILDING CODE, 2015 INTERNATIONAL MECHANICAL CODE (IMC) AND INTERNATIONAL ENERGY CONSERVATION CODE (IECC) WITH WISCONSIN AMENDMENTS APPLY TO THIS PROJECT IN ADDITION TO 2009 ICC / ANSI A117.1 'ACCESSIBLE AND USABLE BUILDINGS AND FACILITIES'.

2015 INTERNATIONAL BUILDING CODE (IBC), 2015 INTERNATIONAL EXISTING BUILDING CODE, 2015 INTERNATIONAL MECHANICAL CODE (IMC) AND INTERNATIONAL ENERGY CONSERVATION CODE (IECC) WITH WISCONSIN AMENDMENTS APPLY TO THIS PROJECT IN ADDITION TO 2009 ICC / ANSI A117.1 'ACCESSIBLE AND USABLE BUILDINGS AND FACILITIES'.

| | |
|-------------------------------|--------|
| FIRE RATINGS (TABLE 601) | |
| PRIMARY STRUCTURAL FRAME: | 0 HOUR |
| BEARING WALLS: | 0 HOUR |
| NON-BEARING WALLS: | 0 HOUR |
| FLOOR CONSTRUCTION: | 0 HOUR |
| ROOF CONSTRUCTION: | 0 HOUR |
| EXTERIOR WALLS (TABLE 602): | 0 HOUR |
| EXISTING PUMP ROOM (913.2.1): | 1 HOUR |

| | |
|--|---|
| EMERGENCY EGRESS ILLUMINATION (1008.2.1) | MIN. 1.0 Fc |
| SANITARY FIXTURES (TABLE 2902.1): | BASED UPON 50 PERSON MAXIMUM ACTUAL OCCUPANCY PER OWNER STATEMENT. CALCULATE FOR MOST RESTRICTIVE B OCCUPANCY, 50% EACH SEX. |

ONE SET OF CONDITIONALLY APPROVED STAMPED DRAWINGS MUST BE KEPT ON THE JOBSITE AT ALL TIMES DURING CONSTRUCTION AND MADE AVAILABLE TO STATE AND LOCAL INSPECTORS.

IF PROJECT IS NOT LOCATED IN A MUNICIPALITY WITH DSPS COMMERCIAL BUILDING INSPECTION DELEGATED AUTHORITY, THE CONTRACTOR SHALL CONTACT THE STATE BUILDING INSPECTOR FOR REQUIRED INSPECTIONS OF WORK. SEE CONDITIONAL APPROVAL LETTER FOR CONTACT INFORMATION.

The map displays the city of Appleton, Wisconsin, with a focus on the northeast quadrant. Key features include:

- Major Roads:** I-94 (I-41) running north-south, I-41 running east-west, and US-10 running north-south.
- Landmarks:** Appleton Memorial Park, Lawrence University, Fox Valley Technical College, Woodman's Food Market, Ascension NE Wisconsin St. Elizabeth Hospital, and Walmart Supercenter.
- Water Bodies:** The Fox River flows through the city.
- Project Site:** Indicated by a black dot and a label in the northeast corner of the map.



| | |
|------|--------------------------------------|
| G1.0 | COVER SHEET |
| C1.1 | SITE COVER SHEET |
| C2.1 | SITE PLAN / DRAINAGE |
| C3.1 | DEMOLITION PLAN |
| C4.1 | STANDARD DETAIL DRAWINGS |
| A0.1 | EXISTING PLAN |
| A1.1 | OVERALL NEW FLOOR PLAN |
| A1.2 | ENLARGED FLOOR PLANS |
| A1.3 | ROOF PLAN AND DETAILS |
| A2.1 | EXTERIOR ELEVATIONS |
| P1 | FLOOR PLANS PLUMBING FIRE PROTECTION |
| E2.1 | ELECTRICAL - LIGHTING PLAN |
| E3.3 | ELECTRICAL - SCHEDULES |

[illegible]

| | |
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| SCALE | DATE |
| - | 02-11-2021 |

PROJECT NUMBER
1-0915-005

COVER SHEET

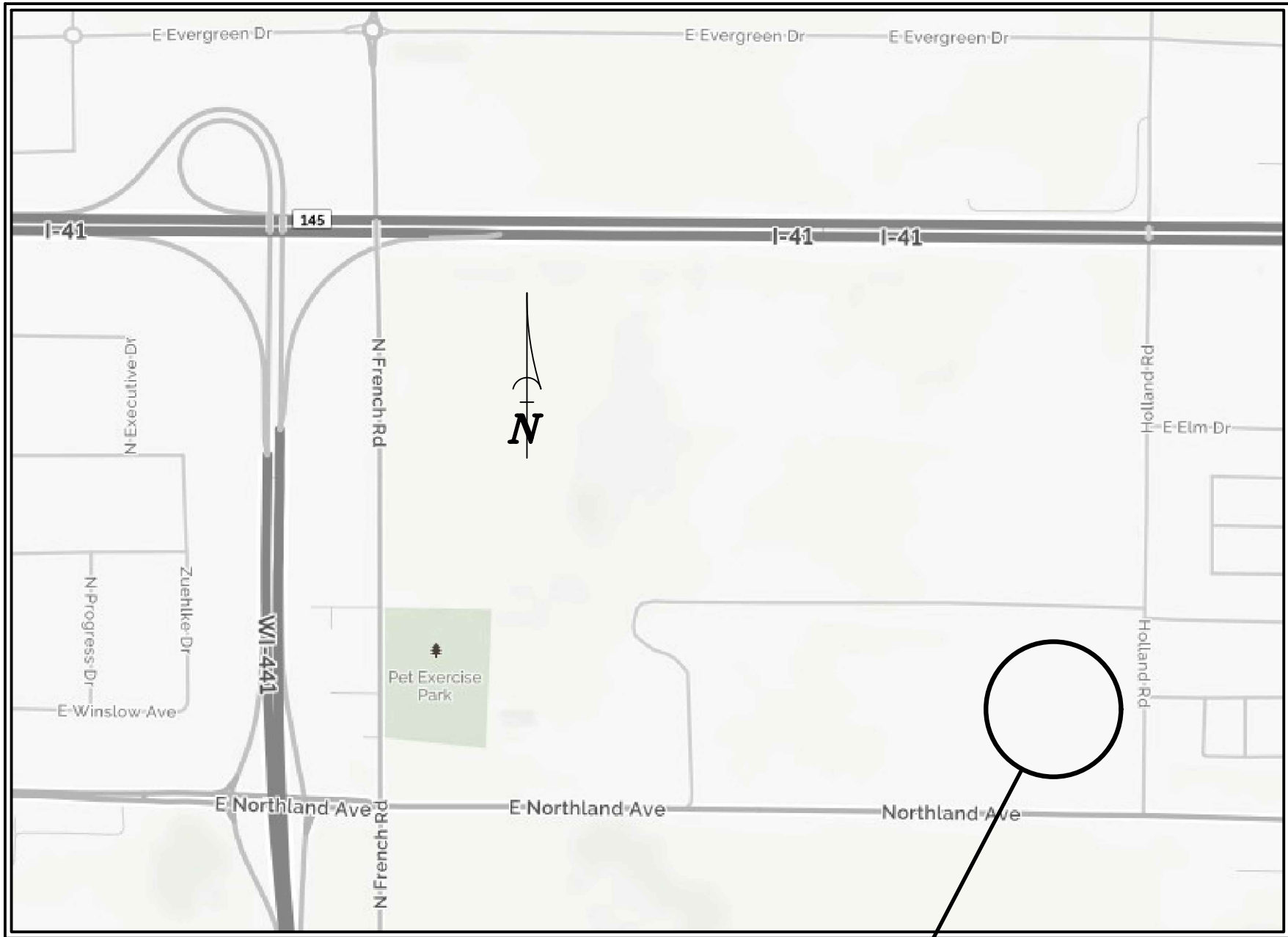
DRAWING NO.
G1.0

OUTAGAMIE COUNTY MRF EXPANSION

VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

| INDEX OF SHEETS | |
|-----------------|--------------------------|
| DRAWING NO. | DESCRIPTION: |
| C1.1 | COVER SHEET |
| C2.1 | SITE / DRAINAGE PLAN |
| C3.1 | DEMOLITION PLAN |
| C4.1 | STANDARD DETAIL DRAWINGS |

LOCATION MAP



SITE
LOCATION

| PERTINENT CONTACTS | CONTACT PERSON | PHONE |
|--------------------------|----------------|--------------|
| MUNICIPALITY | | |
| VILLAGE OF LITTLE CHUTE | DAVE KITTEL | 920-423-3870 |
| OWNER | | |
| OUTAGAMIE COUNTY | | 920-832-5277 |
| ENGINEER / SURVEYOR | | |
| MARTENSON & EISELE, INC. | JACK RICHESON | 920-731-0381 |
| MARTENSON & EISELE, INC. | CHRIS CLEARY | 920-731-0381 |
| MARTENSON & EISELE, INC. | GARY ZHRINGER | 920-731-0381 |
| MARTENSON & EISELE, INC. | MIKE ROUBAL | 920-731-0381 |
| UTILITY COMPANIES | | |
| WE-ENERGIES | TOM BORCHART | 920-380-3449 |
| WE-ENERGIES | HEATHER DWORAK | 920-242-5633 |
| CHARTER COMMUNICATIONS | JASON ORR | 920-378-0352 |
| AT&T | GARY LAABS | 920-860-6588 |

DIGGERS

HOTLINE

TO OBTAIN LOCATION OF
PARTICIPANTS' UNDERGROUND
FACILITIES BEFORE YOU DIG
IN WISCONSIN

CALL 811 or
Toll Free 1-800-242-8511
(262)432-7910
Emergency Only (877) 500-9592
FAX 1-800-338-3860
FAX (414) 259-0947
Hearing Impaired TDD 1-800-542-2289

WIS. STATUTE 182.0175 (1974)
REQUIRES MIN. OF 3 WORK DAYS NOTICE BEFORE YOU EXCAVATE

REVISION TRACKERS

| DESIGN DEVELOPMENT REVISION TRACKER | | |
|-------------------------------------|-----------|-------------|
| NO. | DATE | DESCRIPTION |
| 1 | 2/23/2021 | BID SET |
| | | |
| | | |
| | | |

| CONSTRUCTION DOCUMENT REVISION TRACKER | | |
|--|------|-------------|
| NO. | DATE | DESCRIPTION |
| | | |
| | | |
| | | |
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| RECORD DRAWING REVISION TRACKER | | |
|---------------------------------|------|-------------|
| NO. | DATE | DESCRIPTION |
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Planning
Environmental
Surveying
Engineering
Architecture

COVER SHEET

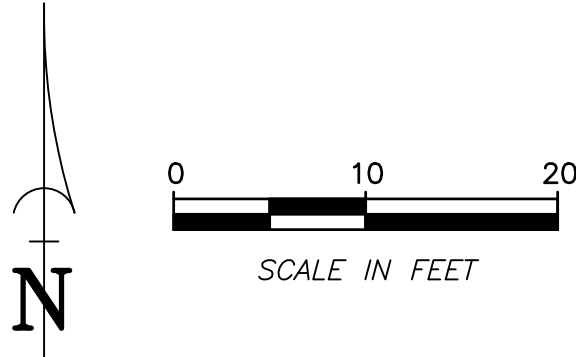
OUTAGAMIE COUNTY MRF EXPANSION

VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

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| SCALE | DATE |
| BAR SCALE | 01-28-2021 |
| COMPUTER FILE | |
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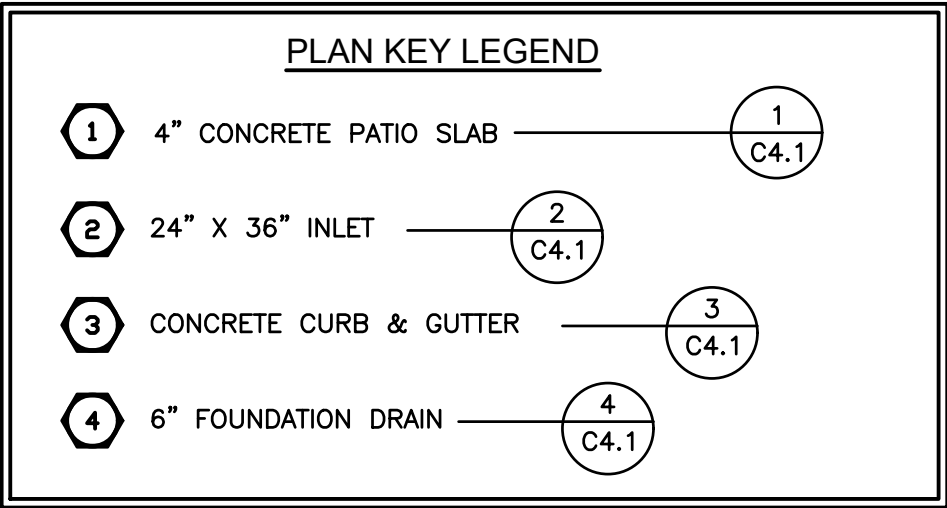
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| C1.1 |

SITE / DRAINAGE PLAN



| EXISTING UTILITY SCHEDULE | | | |
|---------------------------|---------------|------------------|-----------------------|
| STRUCTURE ID# | RIM ELEVATION | INVERT ELEVATION | STRUCTURE DEPTH (FT.) |
| STO-A | 734.64 | 722.14 SE-W | 12.50 SE-W |
| | 734.64 | 723.64 E | 11.00 E |
| STO-B | 731.73 | 726.88 W | 4.85 W |
| | 732.73 | 728.43 +/- N-E | 4.30 +/- N-E |
| INL-A | 733.17 | 726.32 NE-S | 6.85 NE-S |
| INL-B | 731.00 | | |
| SAN-1 | 735.49 | | |

| PROPOSED UTILITY SCHEDULE | | | |
|---------------------------|---------------|---|-----------------------|
| STRUCTURE ID# | RIM ELEVATION | INVERT ELEVATION | STRUCTURE DEPTH (FT.) |
| INL-C | 734.65 | ~722.00 Existing 727.70 S (OUTSIDE DROP) | 12.65 |
| INL-D | 734.85 | 728.30 W 726.85 NE | 8.00 |
| INL-E | 734.60 | 728.60 E | 6.00 |



SITE/PROJECT INFORMATION

PROPERTY ADDRESS:
OUTAGAMIE COUNTY RECYCLING OFFICE
1313 & 1419 HOLLAND ROAD,
LITTLE CHUTE, WI 54956
PARCEL NUMBER: 260400700

OWNER/APPLICANT:

OUTAGAMIE COUNTY
410 S. WALNUT STREET
APPLETON, WI 54911
PHONE: (920) 832-5277

LEGAL DESCRIPTION

PART OF THE SOUTHEAST 1/4 OF
THE SOUTHEAST 1/4 LESS N200FT
OF S744FT OF E259FT, SEC17
T21N R18E 38.81 ACRES, VILLAGE
OF LITTLE CHUTE, OUTAGAMIE
COUNTY, WISCONSIN.

ENGINEER:

MARTENSON & EISELE, INC.
ATTN: MICHAEL SIEWERT, P.E.
1377 MIDWAY ROAD
MENASHA, WI 54952
mikes@martenson-eisele.com
PHONE: 920-731-0381

| BENCHMARK DATA | | |
|----------------|---------------------|------------|
| I.D. | DESCRIPTION: | ELEVATION: |
| BM-1 | TAG BOLT ON HYDRANT | 736.25 |
| BM-2 | TAG BOLT ON HYDRANT | 736.45 |

| DRAINAGE PLAN LEGEND | |
|-----------------------------|---|
| EXISTING CONTOUR | X (000.00) PROPOSED ELEVATION |
| PROPOSED CONTOUR | X (000.00) PERTINENT DITCH OR SWALE ELEVATION |
| STORM SEWER MAIN | +893.73 EXISTING ELEVATION |
| STORM MANHOLE | 000.0 FIRST FLOOR ELEVATION |
| 2' x 3' PRECAST STORM INLET | DIRECTION OF DRAINAGE |

- SITE PLAN NOTES
- ALL WORK AND MATERIALS SHALL COMPLY WITH ALL VILLAGE OF LITTLE CHUTE REGULATIONS AND CODES AND O.S.H.A. STANDARDS.
 - ALL DISTURBED AREAS ARE TO RECEIVE FOUR INCHES OF TOPSOIL, SEED, MULCH AND WATER UNTIL A HEALTHY STAND OF GRASS IS ESTABLISHED.
 - ALL DIMENSIONS ARE TO THE EDGE OF BUILDING OR FACE OF CURB.
 - CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.
 - NO HAZARDOUS MATERIALS WILL BE STORED ON SITE.
 - THE CONTRACTOR AND/OR OWNER SHALL NOT PROCEED WITH LAND DISTURBING ACTIVITIES PRIOR TO RECEIVING WRITTEN NOTICE TO PROCEED FROM THE ENGINEER.
 - NO OUTDOOR STORAGE OR DISPLAY IS PROPOSED.

| TOPOGRAPHIC LEGEND | | |
|------------------------|-----------------------------|--------------------------|
| 1" x 18" IRON PIPE SET | OVERHEAD POWER LINES | GAS VALVE |
| 1-1/4" x 30" REBAR SET | UNDERGROUND ELECTRIC | EXIST STORM MANHOLE |
| CHISELED "X" SET | UNDERGROUND TELEPHONE | STORM INLET |
| 3/4" REBAR FOUND | UNDERGROUND FIBEROPTIC | YARD DRAIN |
| 1" IRON PIPE FOUND | UNDERGROUND GAS | EXIST SANITARY MANHOLE |
| 1-1/4" REBAR FOUND | CATV - UNDERGROUND CABLE TV | EXIST. SAN. SEWER |
| 2" IRON PIPE FOUND | EXIST. FENCE LINE | EXIST. STO. SEWER |
| CHISELED "X" FOUND | SIGN | EXIST. WATER MAIN |
| GOVERNMENT CORNER | POWER POLE | EXIST. SPOT ELEVATION |
| RECORDED AS | GUY | CONTOUR W/ ELEVATION |
| CONIFEROUS TREE | LIGHT POLE | EXIST. TOP OF CURB ELEV. |
| DECIDUOUS TREE | TELEPHONE PEDESTAL | EXIST. FLOW LINE ELEV. |
| EXIST. WOODS LINE | ELECTRIC PEDESTAL | FIRST FLOOR = 000.00 |
| WETLANDS | CABLE PEDESTAL | TOPSOIL DEPTH |
| SOIL BORING | EXIST. HYDRANT | INFILTRATION SOIL BORING |
| | WATER VALVE | |
| | WATER STOP BOX | |

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SITE / DRAINAGE PLAN

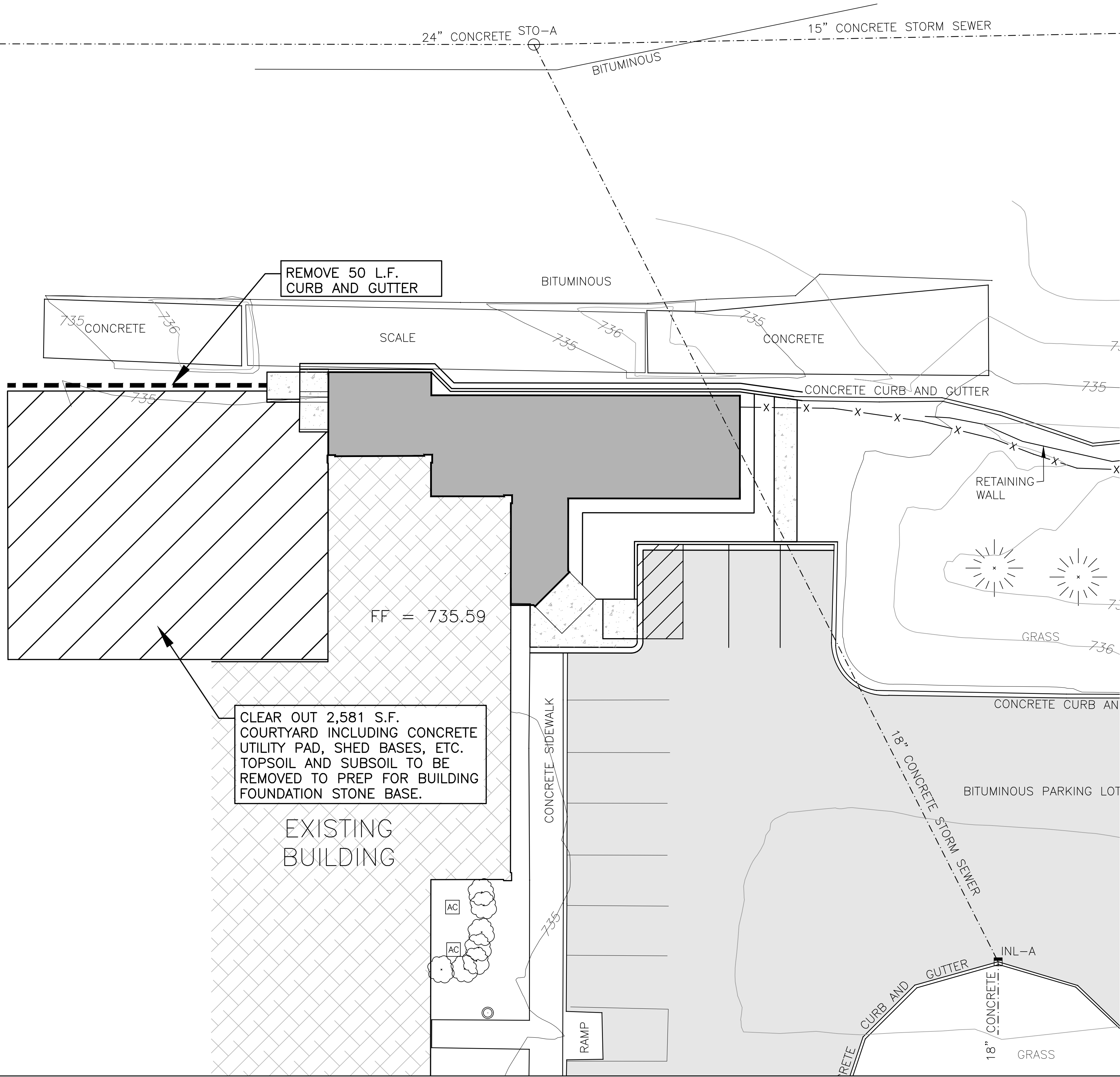
OUTAGAMIE COUNTY
MRF EXPANSION

VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

SCALE
BAR SCALE
DATE
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DRAWING NO.
C2.1

DEMOLITION PLAN



DEMOLITION PLAN NOTES

- THE LOCATIONS OF ALL EXISTING UTILITIES SHOWN ON THIS PLAN HAVE BEEN DETERMINED FROM THE BEST INFORMATION AVAILABLE AND ARE GIVEN FOR THE CONVENIENCE OF THE CONTRACTOR. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THEIR ACCURACY. PRIOR TO THE START OF ANY DEMOLITION ACTIVITY, THE CONTRACTOR SHALL NOTIFY THE UTILITY COMPANIES FOR ONSITE LOCATIONS OF EXISTING UTILITIES.
- ALL WORK AND MATERIALS SHALL COMPLY WITH ALL VILLAGE OF LITTLE CHUTE AND O.S.H.A. STANDARDS AND CODES.
- THE CONTRACTOR AND/OR OWNER SHALL NOT PROCEED WITH CONSTRUCTION ACTIVITIES UNTIL APPROPRIATE PERMITS/APPROVALS ARE OBTAINED.
- THE CONTRACTOR SHALL OBTAIN AND PAY FOR ALL NECESSARY PERMITS FOR CONSTRUCTION.
- THE CONTRACTOR SHALL CLEAN UP ALL EXCESS MATERIAL AND DEBRIS CAUSED AS A RESULT OF WORK UNDER THIS CONTRACT.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ANY AND ALL DAMAGE RESULTING FROM THE PERFORMANCE OF THE WORK UNDER THIS CONTRACT.
- CONTRACTOR SHALL DISPOSE OF NON-SUITABLE MATERIAL OFF-SITE.

TOPOGRAPHIC LEGEND

| | | |
|--|---|--|
| <ul style="list-style-type: none">1" x 18" IRON PIPE SET1-1/4" x 30" REBAR SETCHEELED "X" SET3/4" REBAR FOUND1" IRON PIPE FOUND1-1/4" REBAR FOUND2" IRON PIPE FOUNDCHEELED "X" FOUNDGOVERNMENT CORNERRECORDED ASCONFIRMED TREEDECIDUOUS TREEEXIST. WOODS LINEWETLANDSSOIL BORING | <ul style="list-style-type: none">OH- OVERHEAD POWER LINESE-E- UNDERGROUND ELECTRICT-T- UNDERGROUND TELEPHONEFIBER- UNDERGROUND FIBEROPTICG-G- UNDERGROUND GASCATV- UNDERGROUND CABLE TVX-X- EXIST. FENCE LINESIGNPOWER POLEGUYLIGHT POLETELEPHONE PEDESTALELECTRIC PEDESTALCABLE PEDESTALEXIST. HYDRANTWATER VALVEWATER STOP BOX | <ul style="list-style-type: none">GAS VALVEEXIST. STORM MANHOLESTORM INLETYARD DRAINEXIST. SANITARY MANHOLEEXIST. SAN. SEWEREXIST. STO. SEWEREXIST. WATER MAINEXIST. SPOT ELEVATIONCONTOUR W/ ELEVATIONEXIST. TOP OF CURB ELEV.EXIST. FLOW LINE ELEV.FF = 000.00 FIRST FLOOR = 000.00TOPSOIL DEPTHINFILTRATION SOIL BORING |
|--|---|--|

DEMOLITION PLAN
OUTAGAMIE COUNTY
MRF EXPANSION

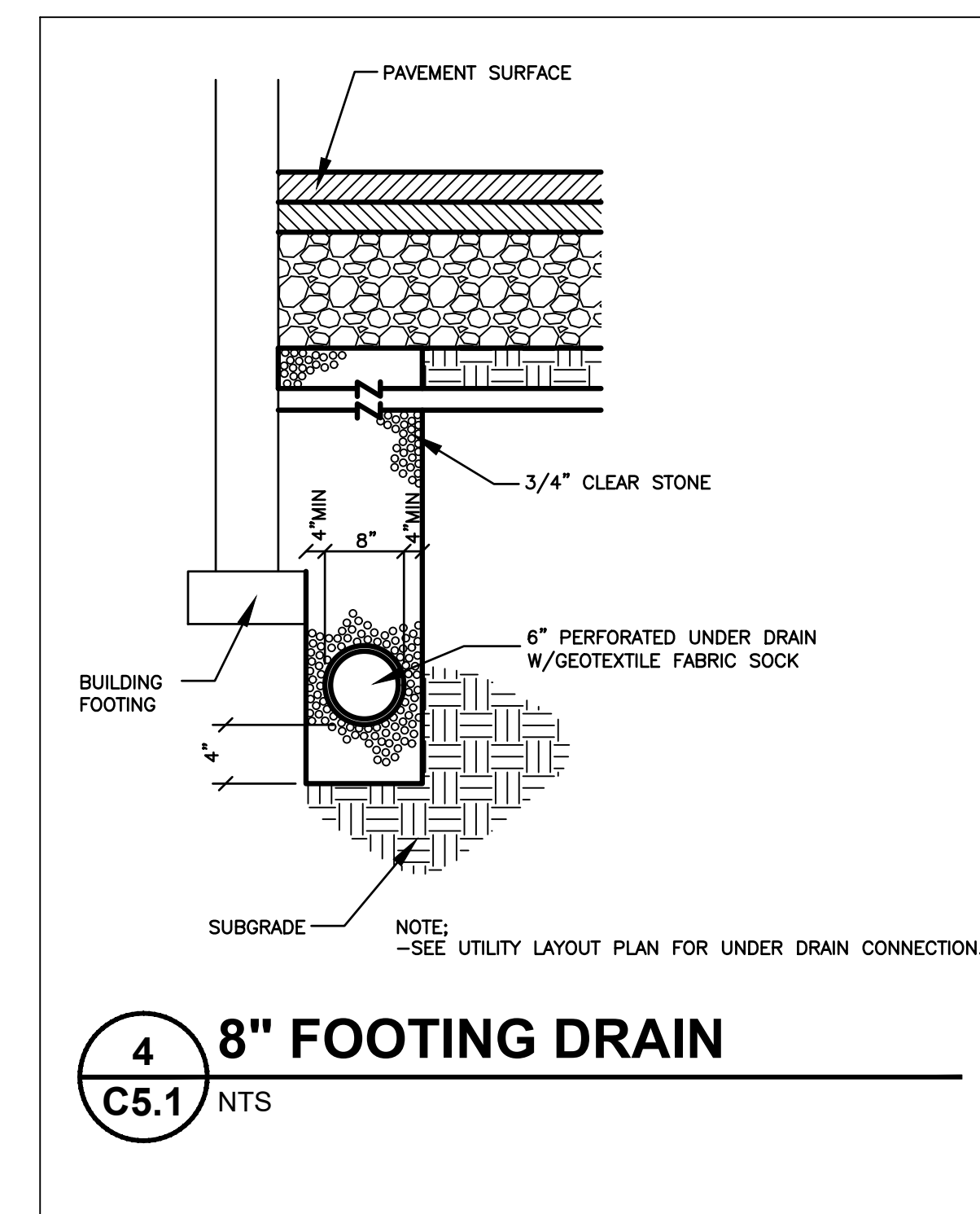
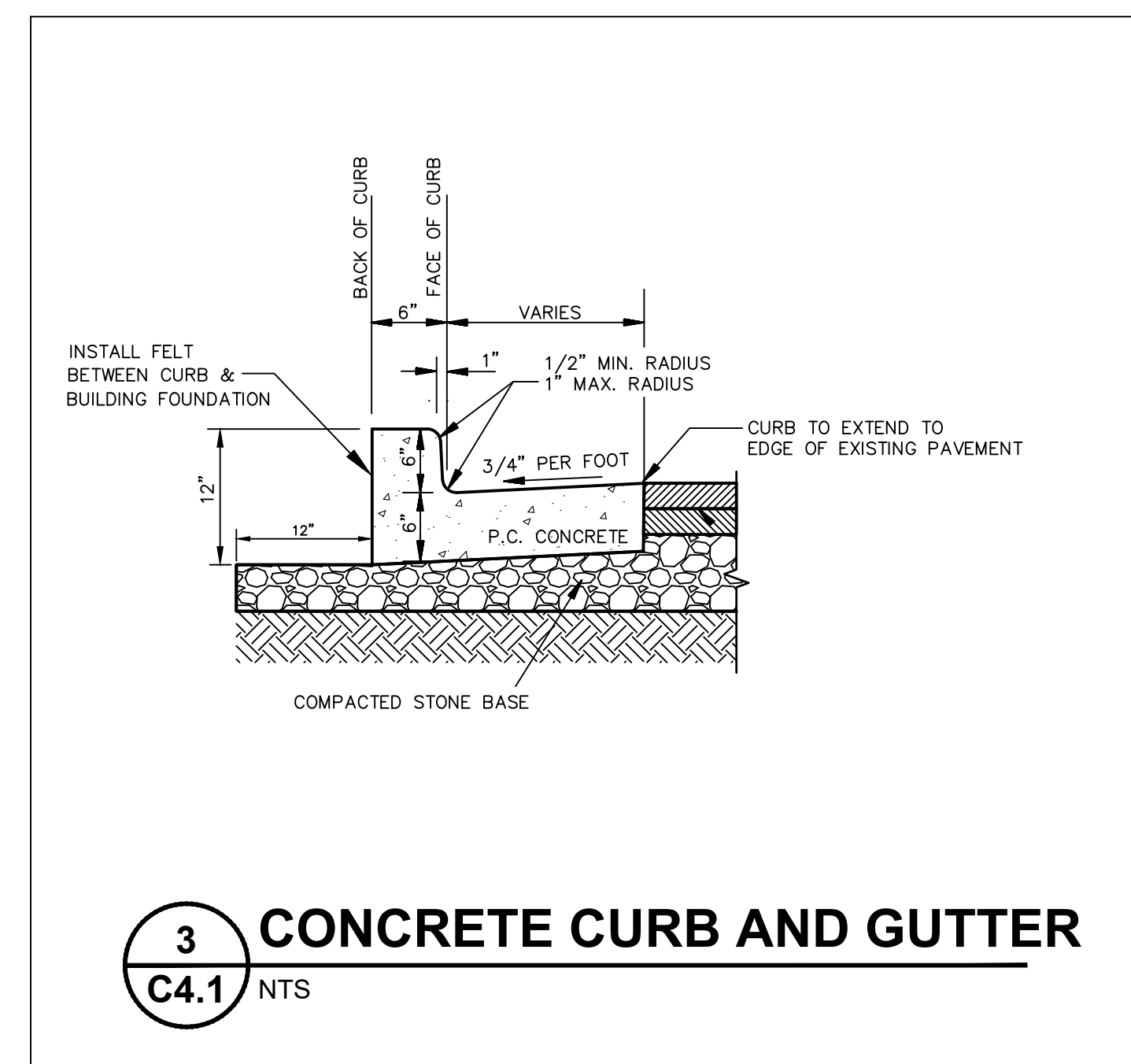
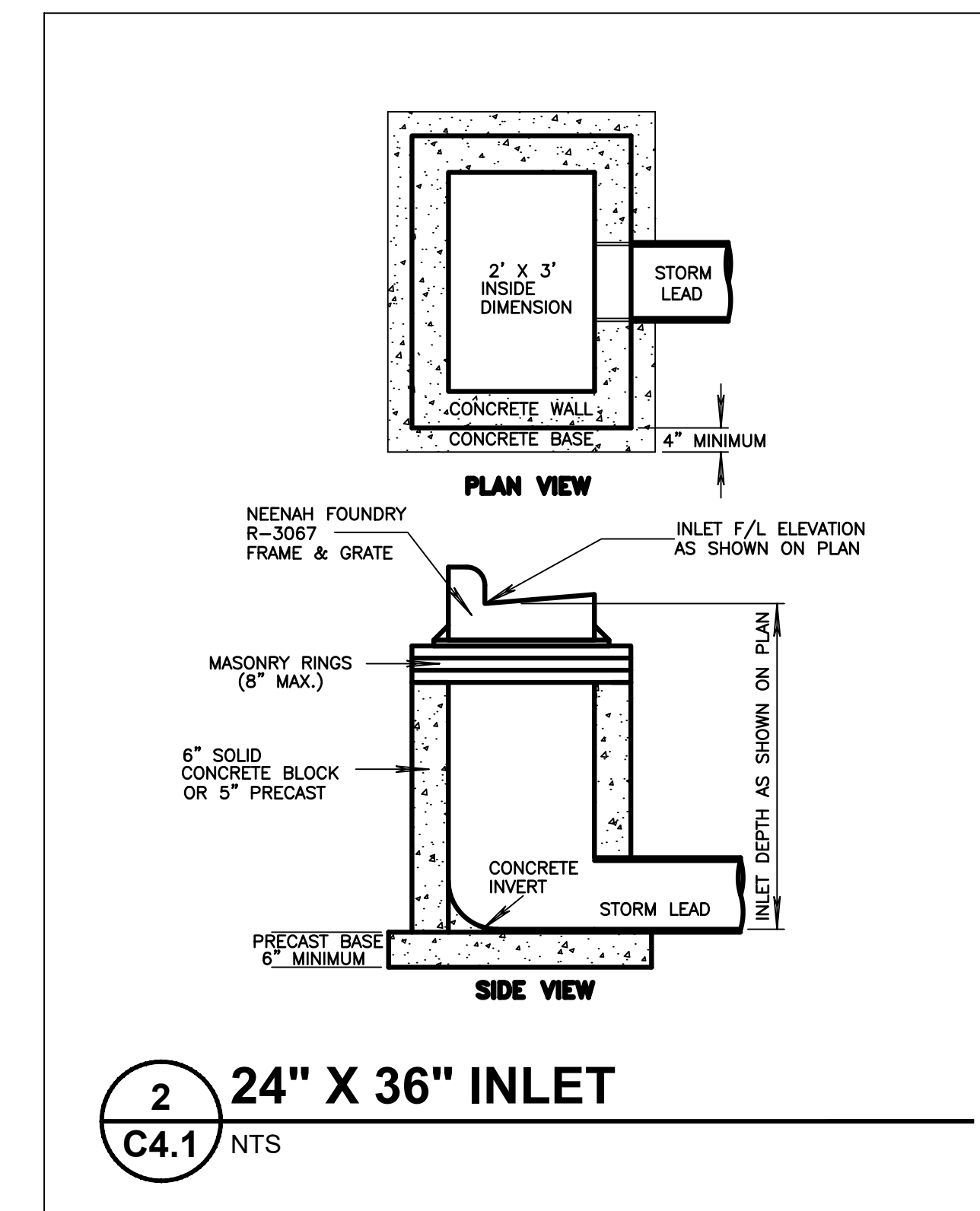
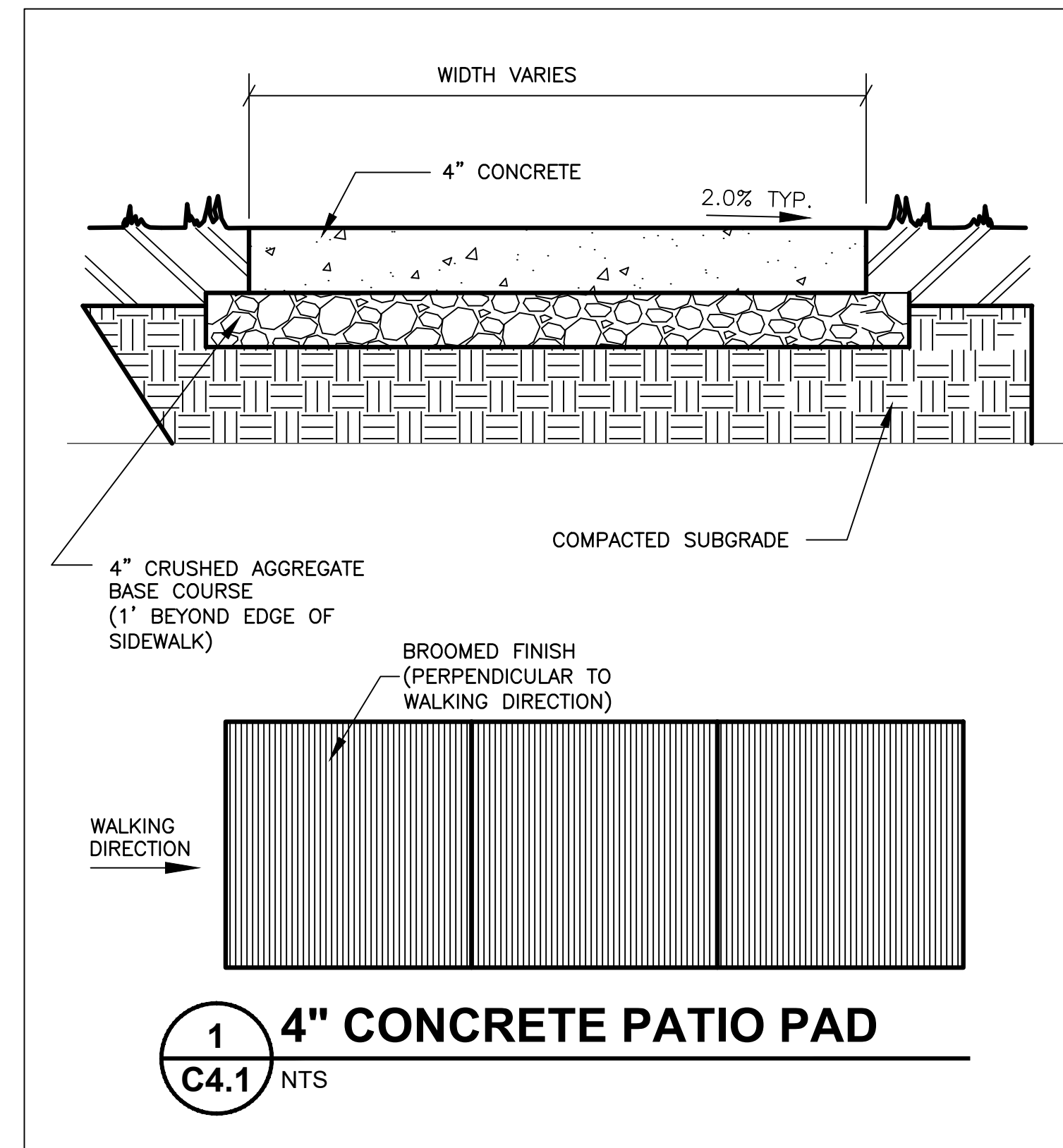
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C3.1

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1377 Midway Road
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www.martenson-eisele.com
info@martenson-eisele.com
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Engineering
Architecture

STANDARD DETAIL DRAWINGS



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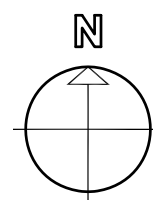
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STANDARD DETAIL DRAWINGS

**OUTAGAMIE COUNTY
MRF EXPANSION**
VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

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| SCALE | DATE |
| BAR SCALE | 01-28-2021 |
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| 1-0915-005de.dwg | |

DRAWING NO.
C4.1

UPPER LEVEL
(NO WORK)

| | | | | | | | | |
|---|--|--|--|------------------------|--|--------------------|----------|--|
| OUTAGAMIE COUNTY DEPARTMENT OF RECYCLING AND SOLID WASTE MATERIAL RECOVERY FACILITY EXPANSION 1419 HOLLAND ROAD LITTLE CHUTE, WISCONSIN 54911 | | | | SCALE 1/16" = 1'-0" | | DATE 02-11-2021 | | |
| PROJECT NUMBER 1-0915-005 | | | | | | | | |
| EXISTING PLAN | | | | | | | | |
| DRAWING NO. A0.1 | | | | | | | | |
| <div>Martenson & Eisele, Inc. 1377 Midway Road Menasha, WI 54952 Environmental Planning Surveying Engineering Architecture www.martenson-eisele.com info@martenson-eisele.com 920.731.0381 1.800.236.0381</div> | | | | DRAWN BY | | CHECKED | APPROVED | |
| | | | | NO. | | DATE | REVISION | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

INTERIOR WALLS ARE DIMENSIONED STUD TO STUD OR TO NOMINAL FACE OF BLOCK UNLESS NOTED OTHERWISE.

DO NOT SCALE THE DRAWINGS. WRITTEN DIMENSIONS OR NOTES SHALL DETERMINE. IF THERE ARE MISSING DIMENSIONS OR DISCREPANCIES, IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO CONTACT THE ARCHITECT PRIOR TO FABRICATION OR CONSTRUCTION.

PROVIDE BACKING/BLOCKING AS REQUIRED FOR OWNER'S EQUIPMENT AS REQUIRED. COORDINATE LOCATION WITH OWNER.

COORDINATE LOCATION OF NEW FLOOR DRAINS WITH PLUMBING CONTRACTOR.

LOCATIONS OF EQUIPMENT ARE APPROXIMATE ON THIS DRAWING. VERIFY EXACT PLACEMENT WITH OWNER AND/OR EQUIPMENT SUPPLIER.

- ⑦ THIS SECTION OF GUARDRAIL TO BE REMOVABLE, SEE 1/A3.3. COORDINATE TO ALIGN OPENING WITH MONORAIL CRANE SYSTEM.
- ⑧ FUTURE NEW BALER BY OWNER.
- ⑨ MONORAIL CRANE SYSTEM.
- ⑩ EYEWASH STATION. SEE PLUMBING DRAWINGS AND SPECIFICATIONS.
- ⑪ NEW PRECAST WALL PANEL, MATCH EXISTING COLOR AND TEXTURE.
- ⑫ EXISTING PRECAST WALL PANEL, RELOCATED.
- ⑬ EXISTING PRECAST WALL PANEL WITH DOOR, RELOCATED.
- ⑭ NEW CONCRETE FILLED STEEL PIPE BOLLARD, SEE DETAIL 2/A1.4.
- ⑮ NEW CONCRETE FILLED STEEL PIPE BOLLARD, CENTER BOLLARDS AT RELOCATED FIRE DEPARTMENT TEST CONNECTION, SEE DETAIL 1/A4.1.
- ⑯ EXISTING BALER FEED OVERHEAD.
- ⑰ NEW LADDER TO ROOF ACCESS HATCH, SEE DETAIL 1/A3.1.
- ⑱ NEW LADDER TO PLATFORM ABOVE, SEE 4/A3.4.
- ⑲ FURNISHINGS AND EQUIPMENT BY OWNER.
- ⑳ UTILITY SINK, SEE PLUMBING DRAWINGS AND SPECIFICATIONS.
- ㉑ WALL HUNG FIRE EXTINGUISHER.
- ㉒ SEE M1.1 FOR COMPRESSORS.
- ㉓ WHERE NEW STEEL BEAMS PENETRATE EXISTING RATED MASONRY WALL ASSEMBLY AT ROOM 103, GROUT VOIDS FILL WITH SILICEOUS CONCRETE TO FULL DEPTH OF WALL.
- ㉔ AT UNDERSIDE OF CELLULAR STEEL DECK AND STEEL BEAMS EXPOSED IN ROOM 103, PROVIDE 3/4" THICKNESS SPRA-APPLIED FIRE RESISTIVE MATERIAL PER UL DESIGN NO. D878 TO ACHIEVE 1-HR RATED HORIZONTAL ASSEMBLY.

UL DESIGN NO. D878
1-HR FIRE RATED HORIZONTAL ASSEMBLY

Beam ~ W8X20, min size.

Light-Weight Concrete ~ Expanded shale, clay, or slate aggregate by rotary-kiln method, or expanded by clay, shale or flyash aggregate by the sintered grate process, 111 ~ 100-3 pcf unit weight, 3000 psi compressive strength, vibrated, 4 to 7 percent entrained air.

Steel Floor and Form Units ~ Composite 1-1/2, 2, or 3 in. deep galv. units. Fluted units may be phosphatized/painted. Min gauges are 20 MSG for fluted and 20/20 MSG for cellular and partial cellular units.

Spray-Applied Fire Resistive Materials ~ Applied by spraying with water in one or more coats to final untempered thickness (3/4" to achieve 1-HR rating) to steel surfaces which are free of dirt, loose scale and oil. Tamping is optional. Min avg density of 13 pcf with min ind density of 11 pcf.

7 5/8"

REINFORCED BOND BEAM
TYPICAL AT TOP OF WALL.

6" NOMINAL CMU, RUNNING BOND

WIRE REINFORCING @ 16" O.C.
VERTICAL

REINFORCED AND GROUTED
CORES WHERE REQUIRED BY
STRUCTURAL DRAWINGS

1

11 5/8"

REINFORCED BOND BEAM
TYPICAL AT TOP OF WALL.

12" NOMINAL CMU, SPLIT-FACE,
RUNNING BOND

WIRE REINFORCING @ 16" O.C.
VERTICAL

REINFORCED AND GROUTED
CORES WHERE REQUIRED BY
STRUCTURAL DRAWINGS

INSULATE CORES WITH LOOSE
FILL PERLITE TO MIN. R-8.

2

6"

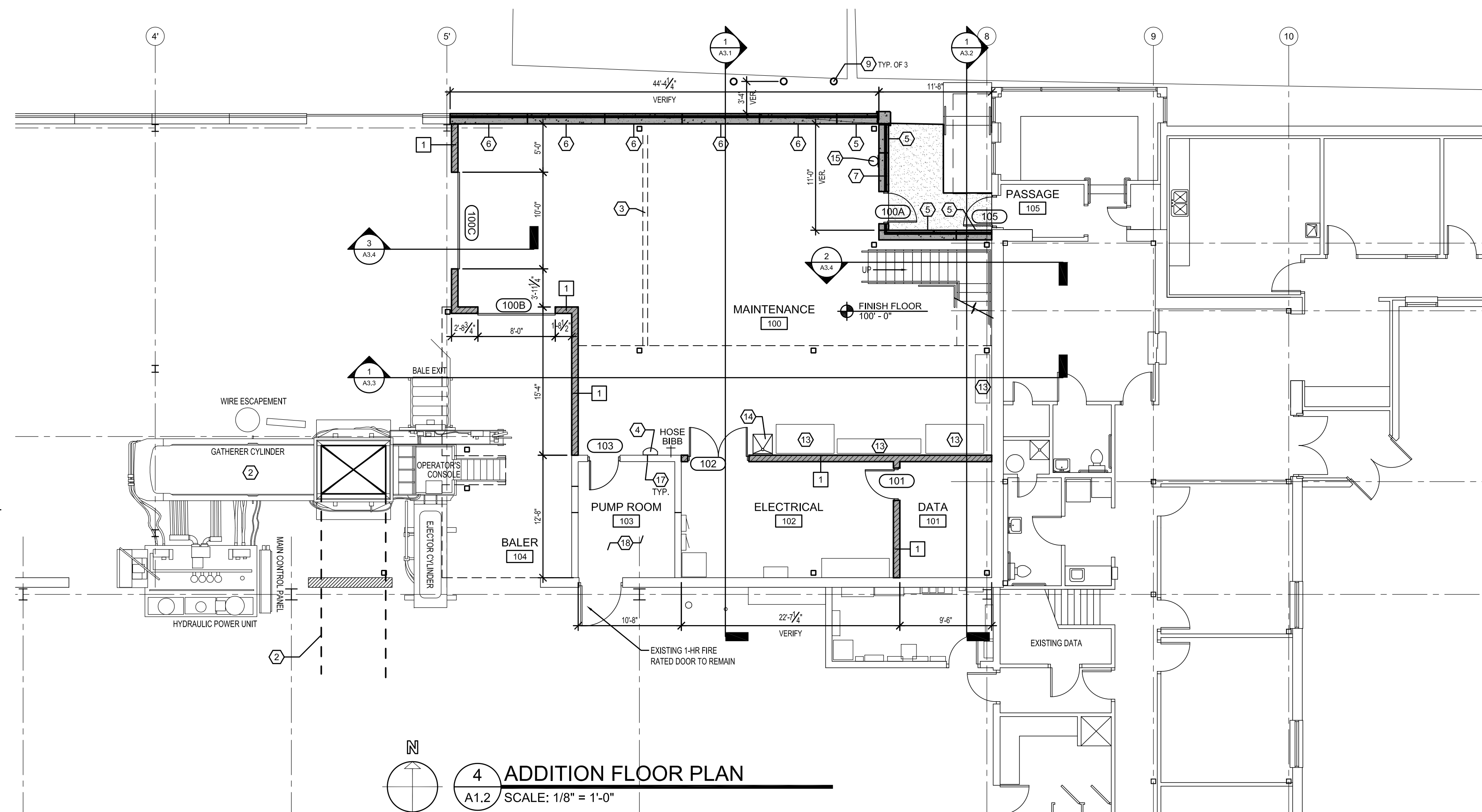
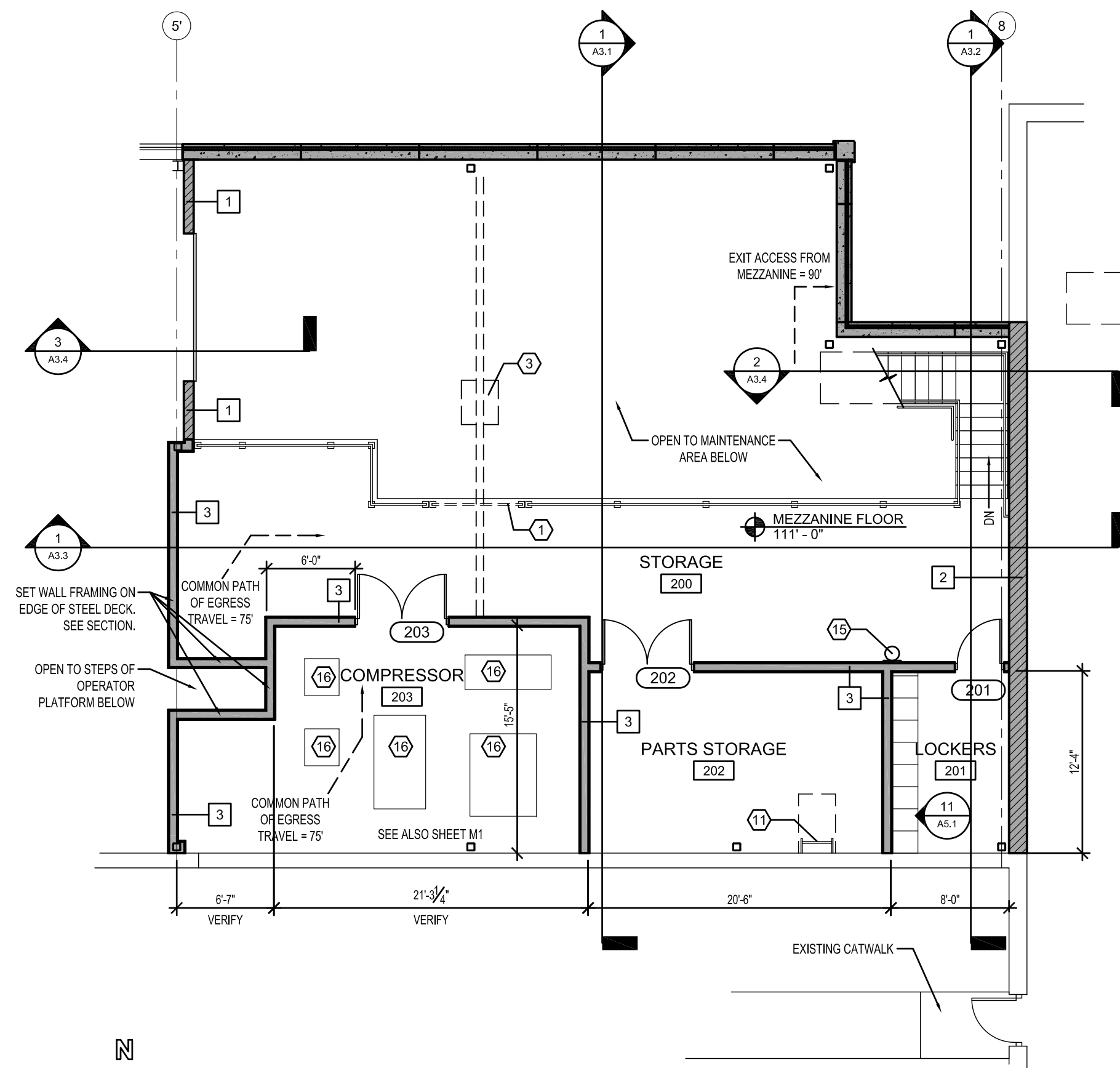
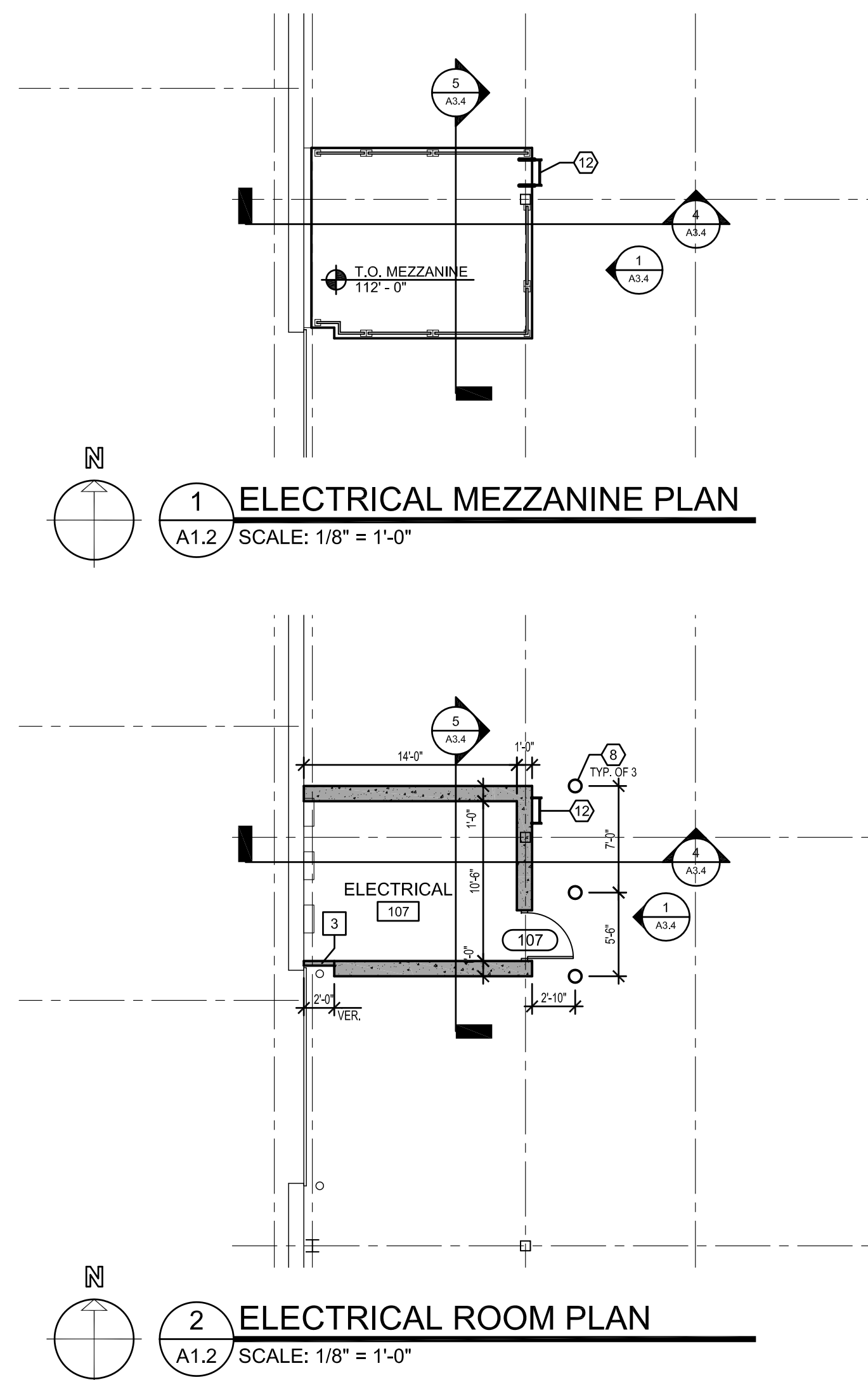
6" MTL. RUNNER

METAL LINER PANEL EACH
SIDE, N PROFILE

6" MTL. STUDS @ 16" O.C.

6" MTL. RUNNER

3



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 info@martenson-eisele.com
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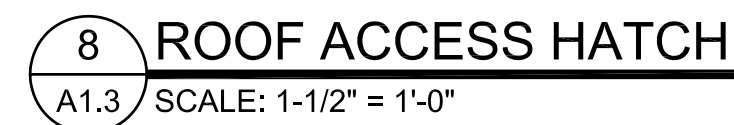
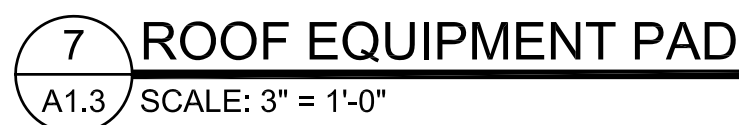
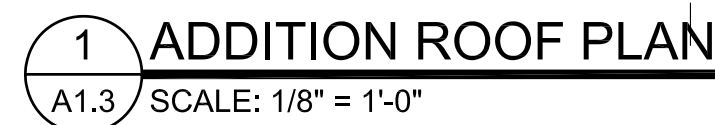
[illegible]

OUTAGAMIE COUNTY
DEPARTMENT OF RECYCLING AND SOLID WASTE
MATERIAL RECOVERY FACILITY EXPANSION
1419 HOLLAND ROAD | LITTLE CHUTE, WISCONSIN 54911

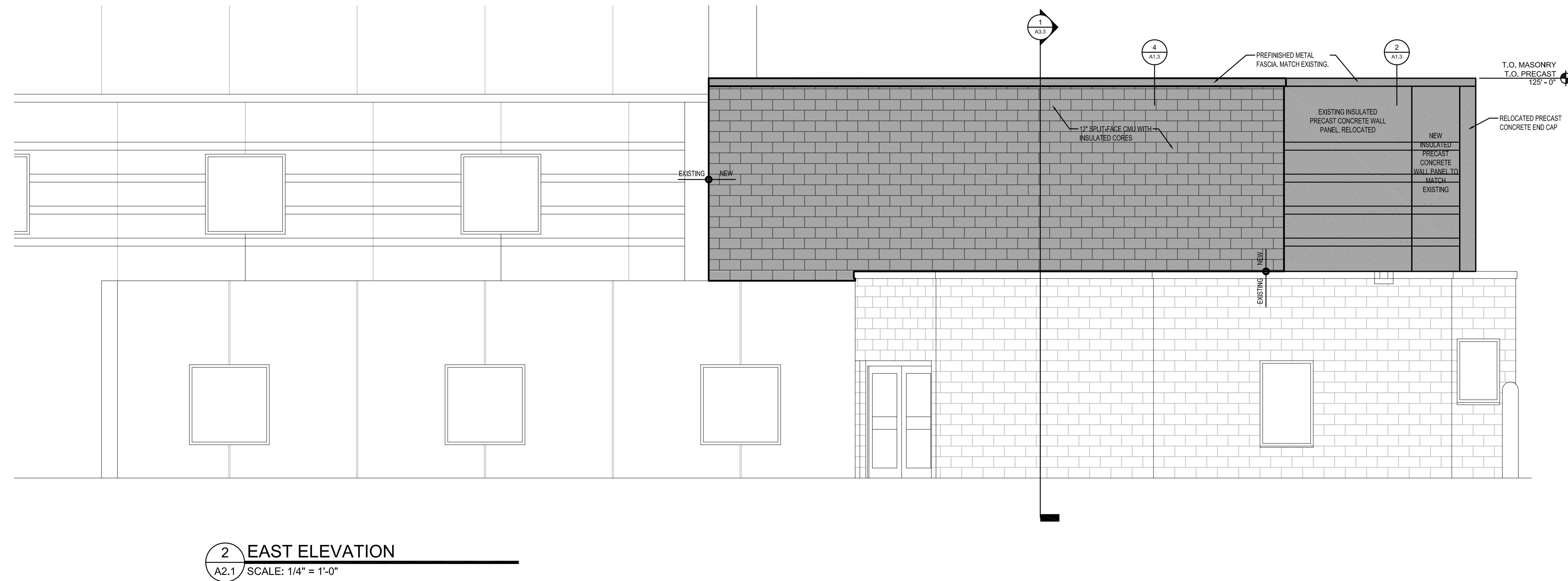
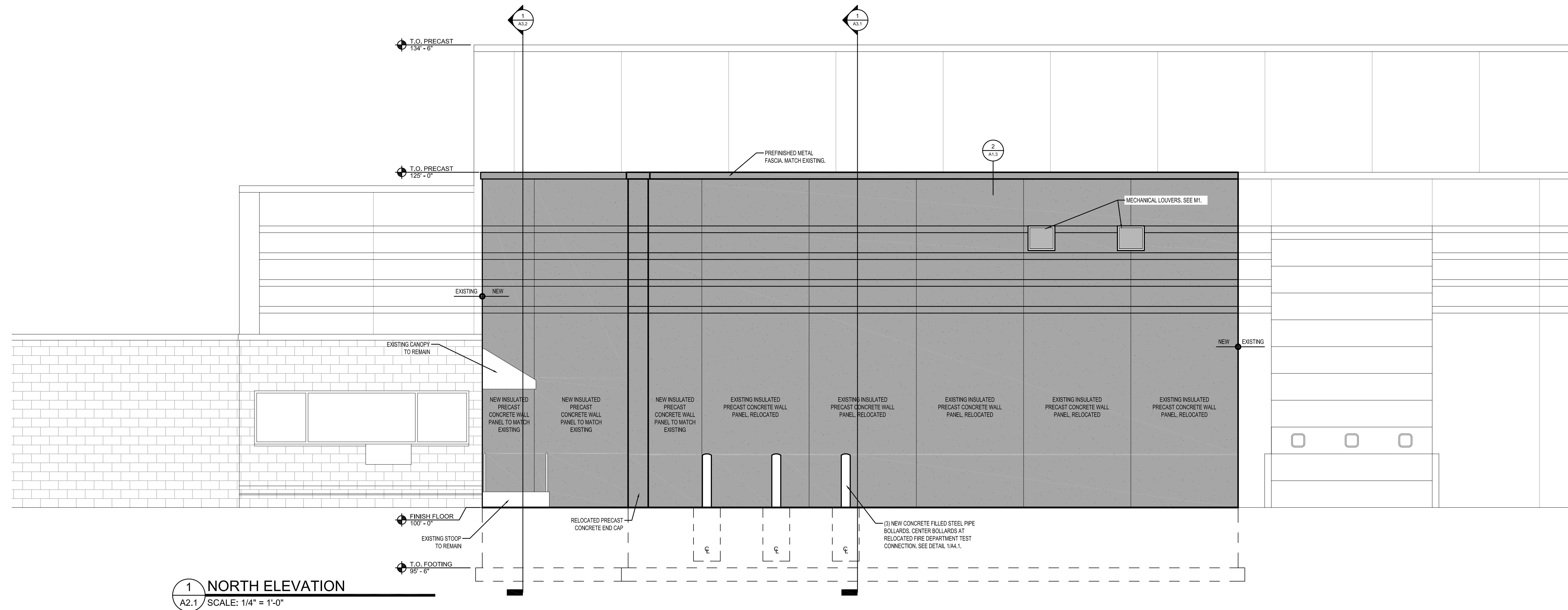
| | |
|------------------------------|--------------------|
| SCALE AS NOTED | DATE 02-11-2021 |
| PROJECT NUMBER 1-0915-005 | |

ENLARGED FLOOR PLANS

DRAWING NO.
A1.2

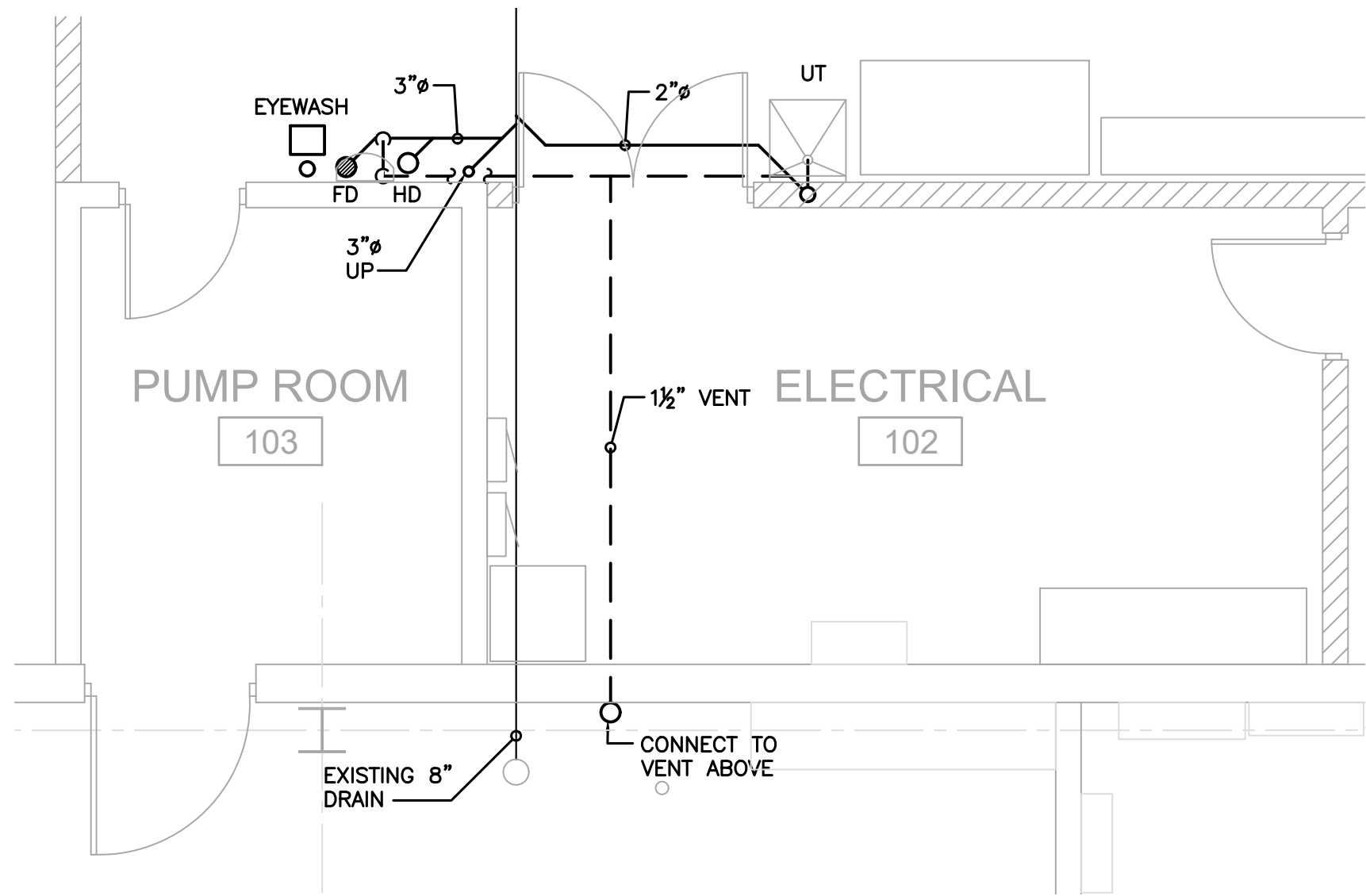


DRAWING NO.
A1.3

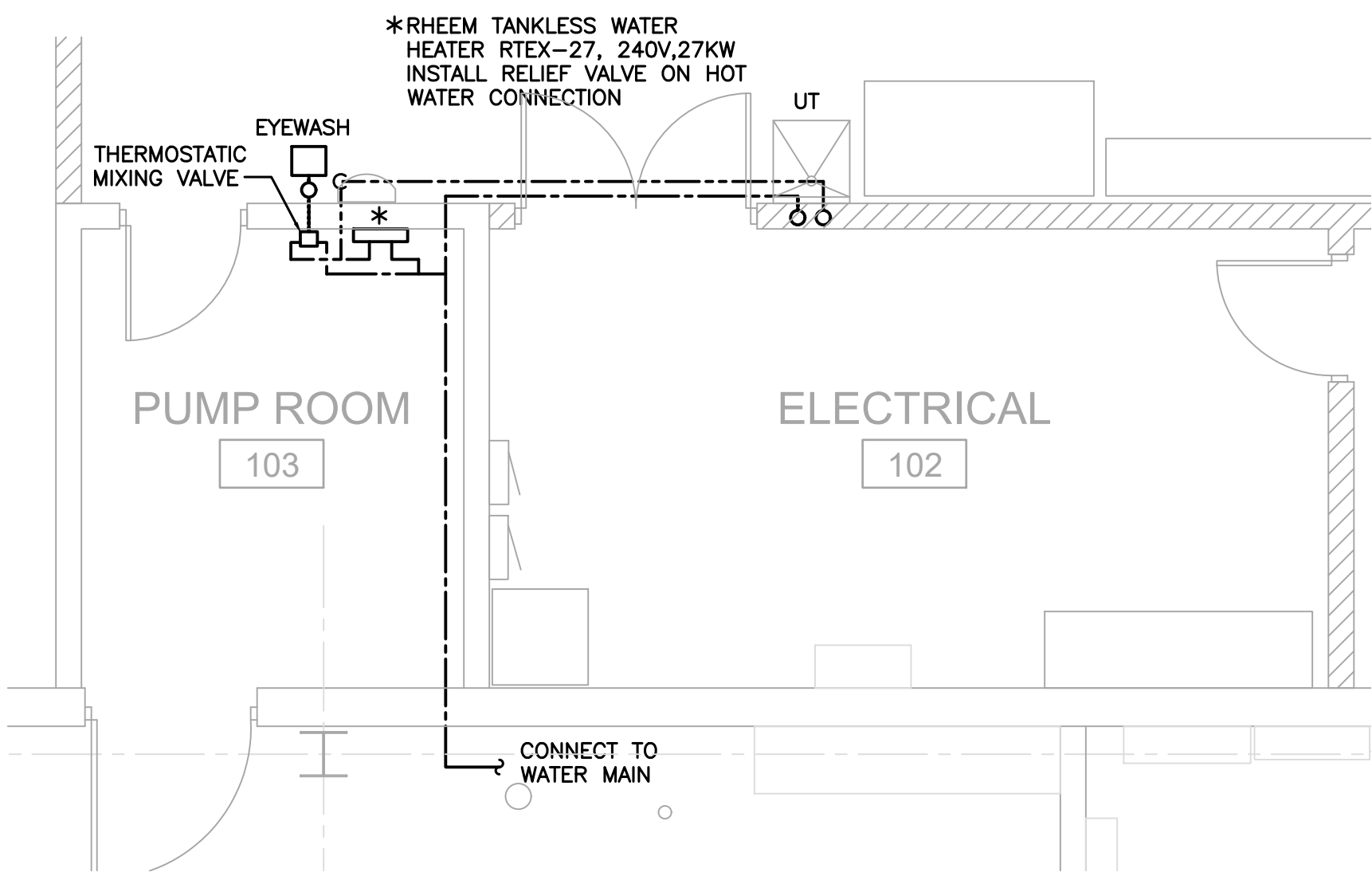
[illegible]

OUTAGAMIE COUNTY
DEPARTMENT OF RECYCLING AND SOLID WASTE
MATERIAL RECOVERY FACILITY EXPANSION
1419 HOLLAND ROAD | LITTLE CHUTE, WISCONSIN 54911

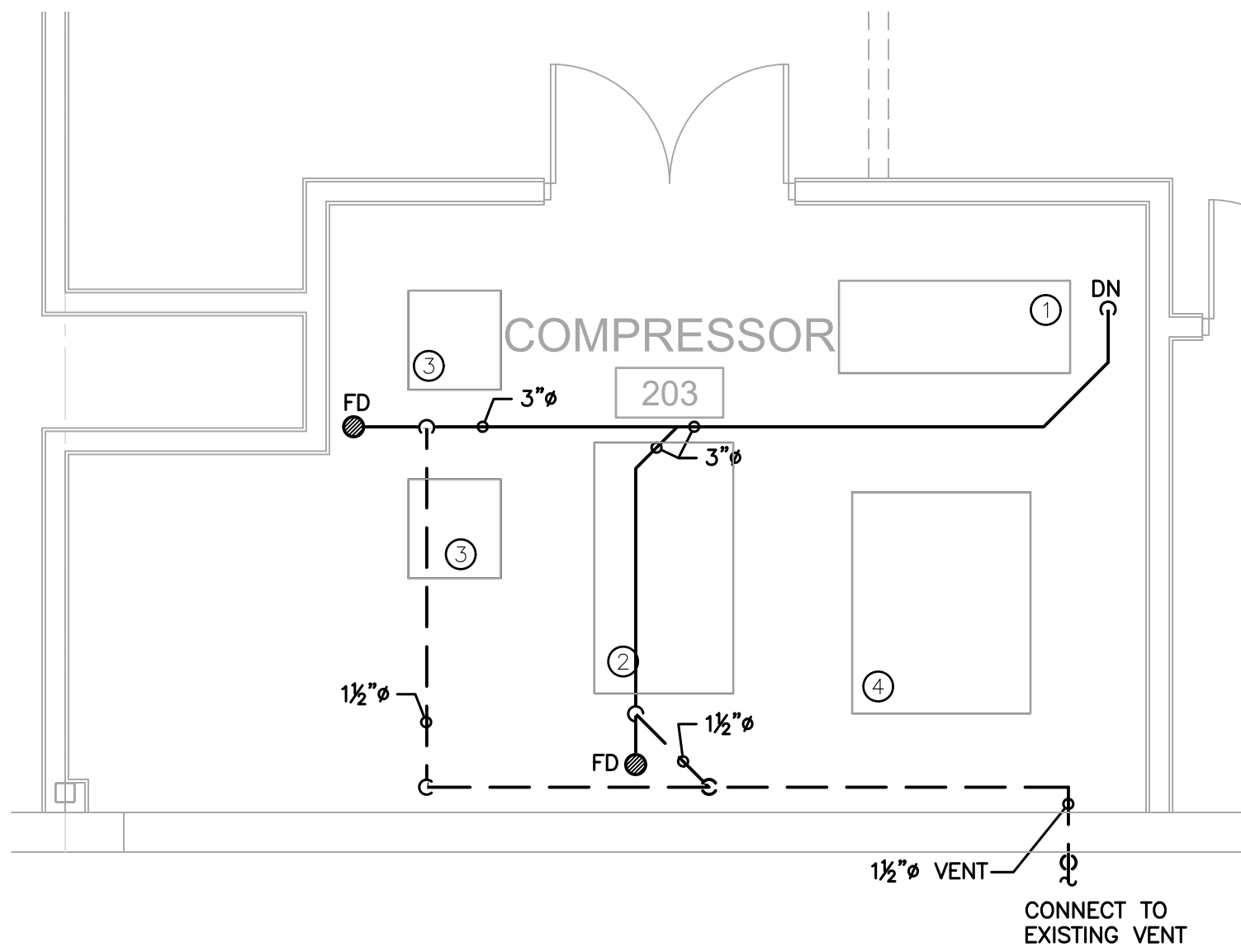
| | |
|--------------------------------|------------|
| SCALE | DATE |
| 1/4" = 1'-0" | 02-11-2021 |
| PROJECT NUMBER | |
| 1-0915-005 | |
| <p>EXTERIOR ELEVATIONS</p> | |
| DRAWING NO. | |
| A2.1 | |



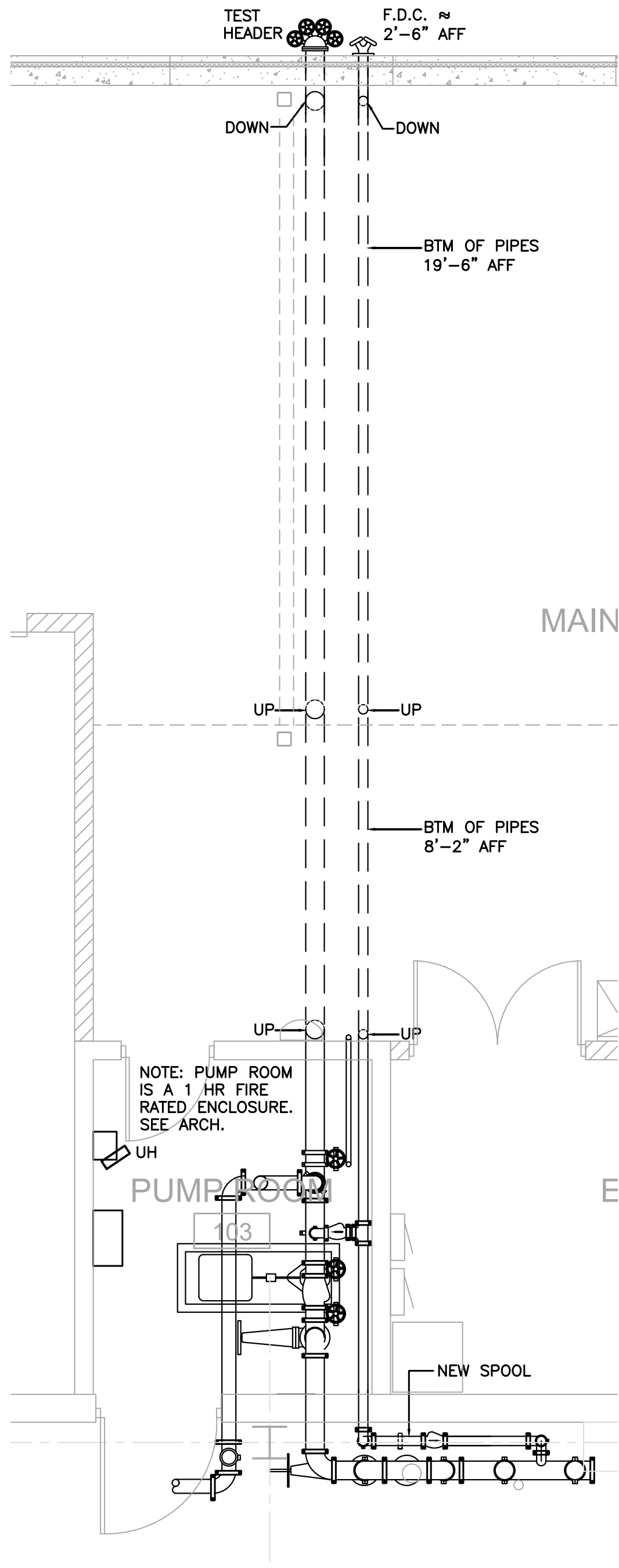
4 PARTIAL FLOOR PLAN – SANITARY
SCALE: 1/4"=1'-0"



5 PARTIAL FLOOR PLAN – WATER
SCALE: 1/4"=1'-0"

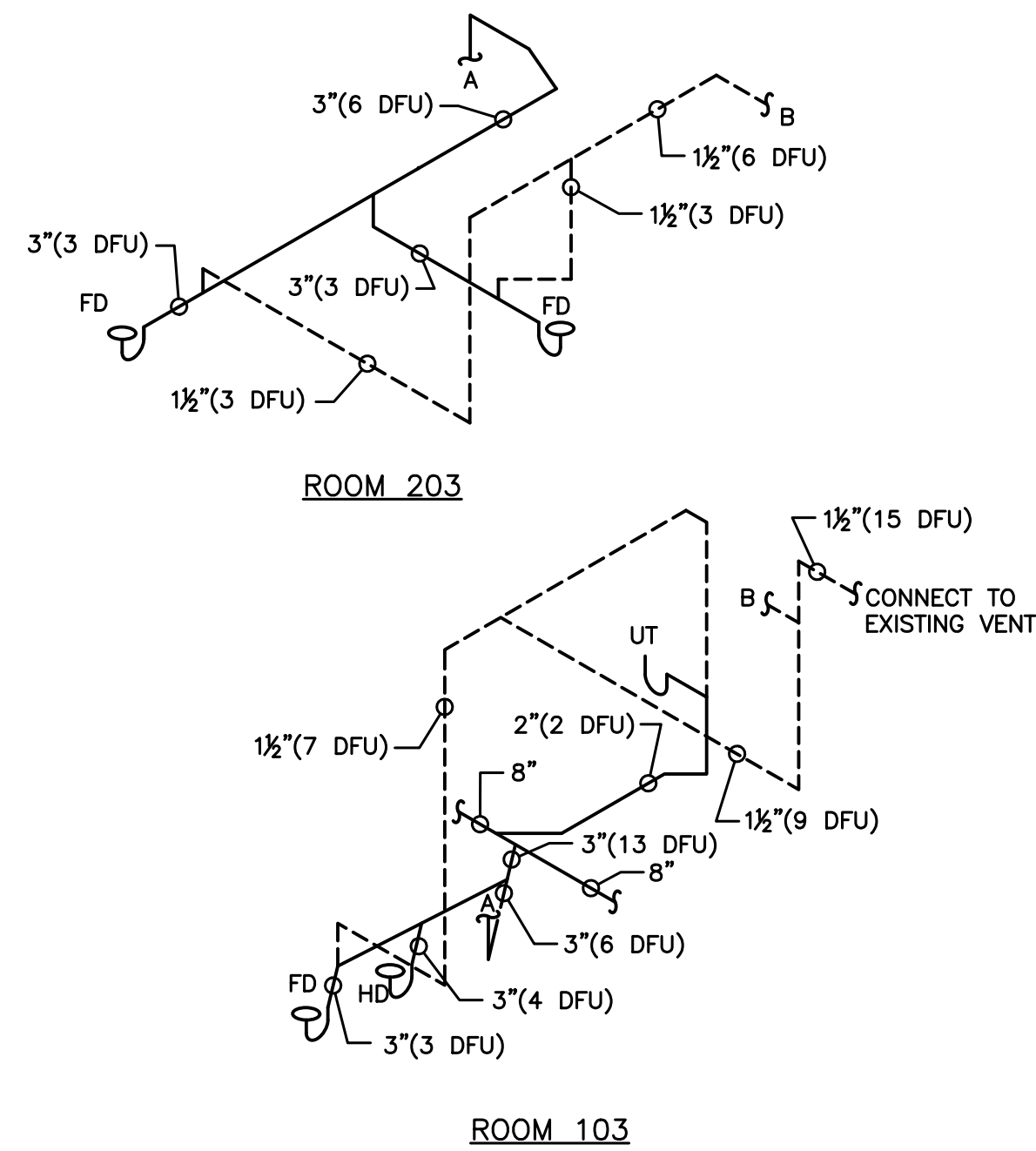


6 PARTIAL FLOOR PLAN – SANITARY
SCALE: 1/4"=1'-0"

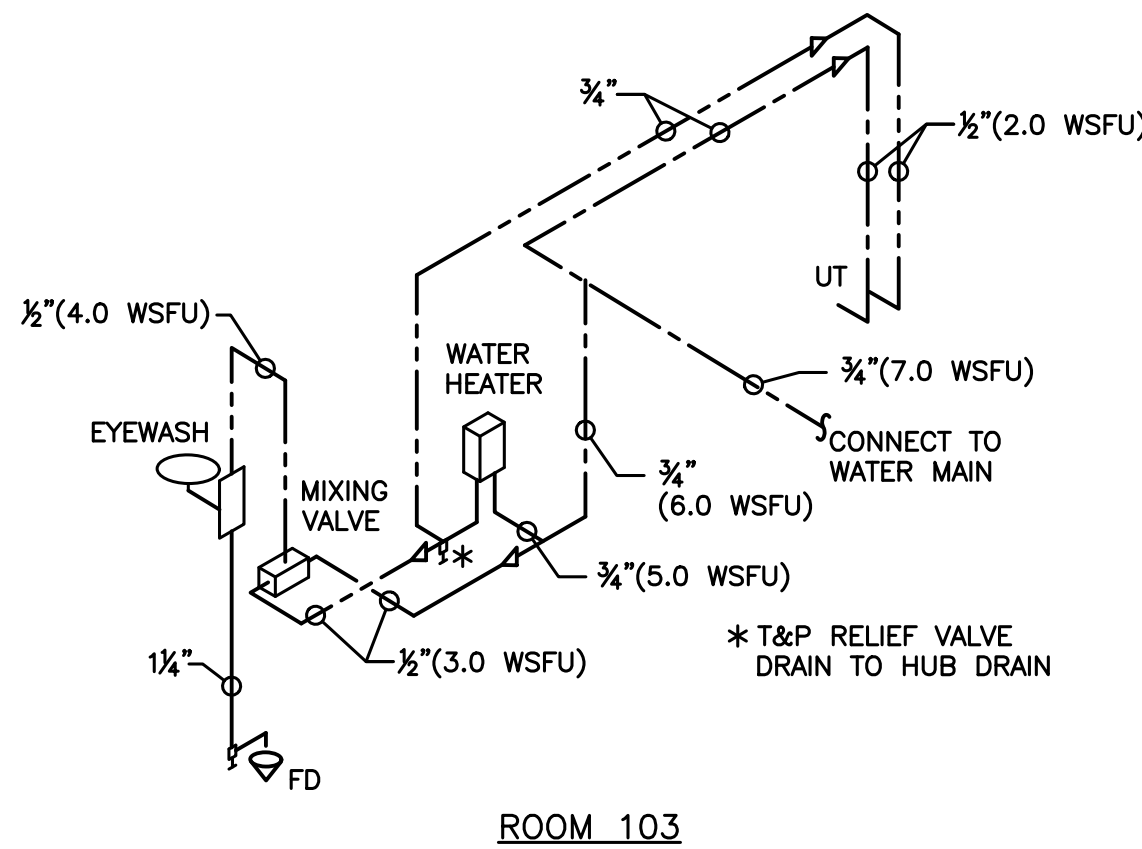


3 DETAIL PLAN – PUMP ROOM
SCALE: 1/4"=1'-0"

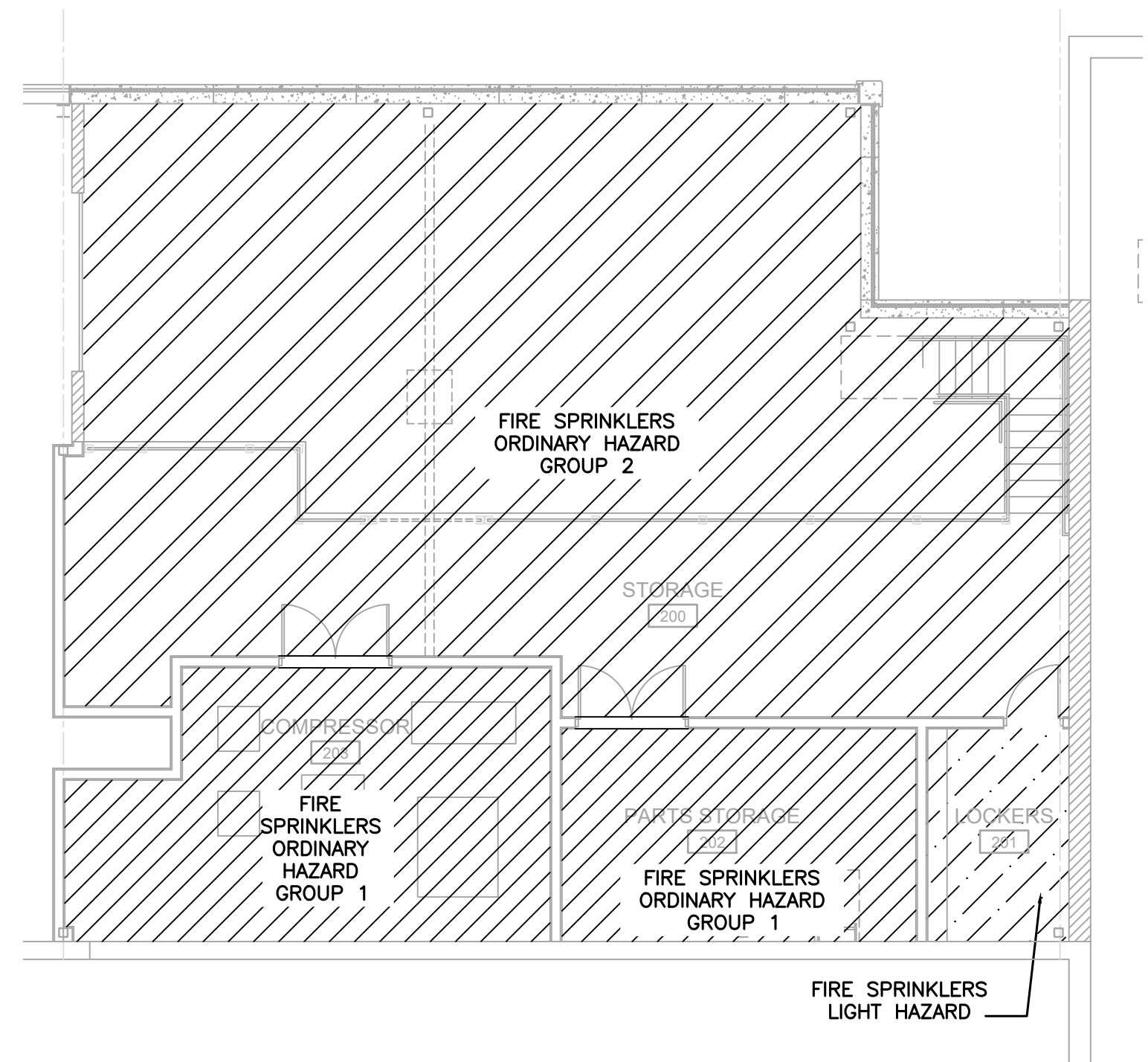
| Plumbing Fixture Schedule | | | | | | |
|---------------------------|-----------------|--------------|--------------|--|-------|-----------------|
| Tag | Description | Manufacturer | Model | Trim | Color | Remarks |
| EW | Eyewash | Bradley | S19214EW | S19-2000 Thermostatic Mixing Valve | | |
| UT | Utility Tub | Mustee | 18F UTILATUB | Chicago Faucet 1100-ABCP with E27JKCP VacUum Breaker outlet | | |
| HD | Hub Drain | | | Open Top Pipe 1 1/2" above floor, Opening 1 pipe size larger than connection | | |
| FD | Floor Drain | Zurn | Z-415-9N | Type N Strainer | | Dura-Coated Top |
| FCO | Floor Clean Out | Zurn | Z-1400 | | | Dura-Coated Top |
| | | | | | | |
| | | | | | | |



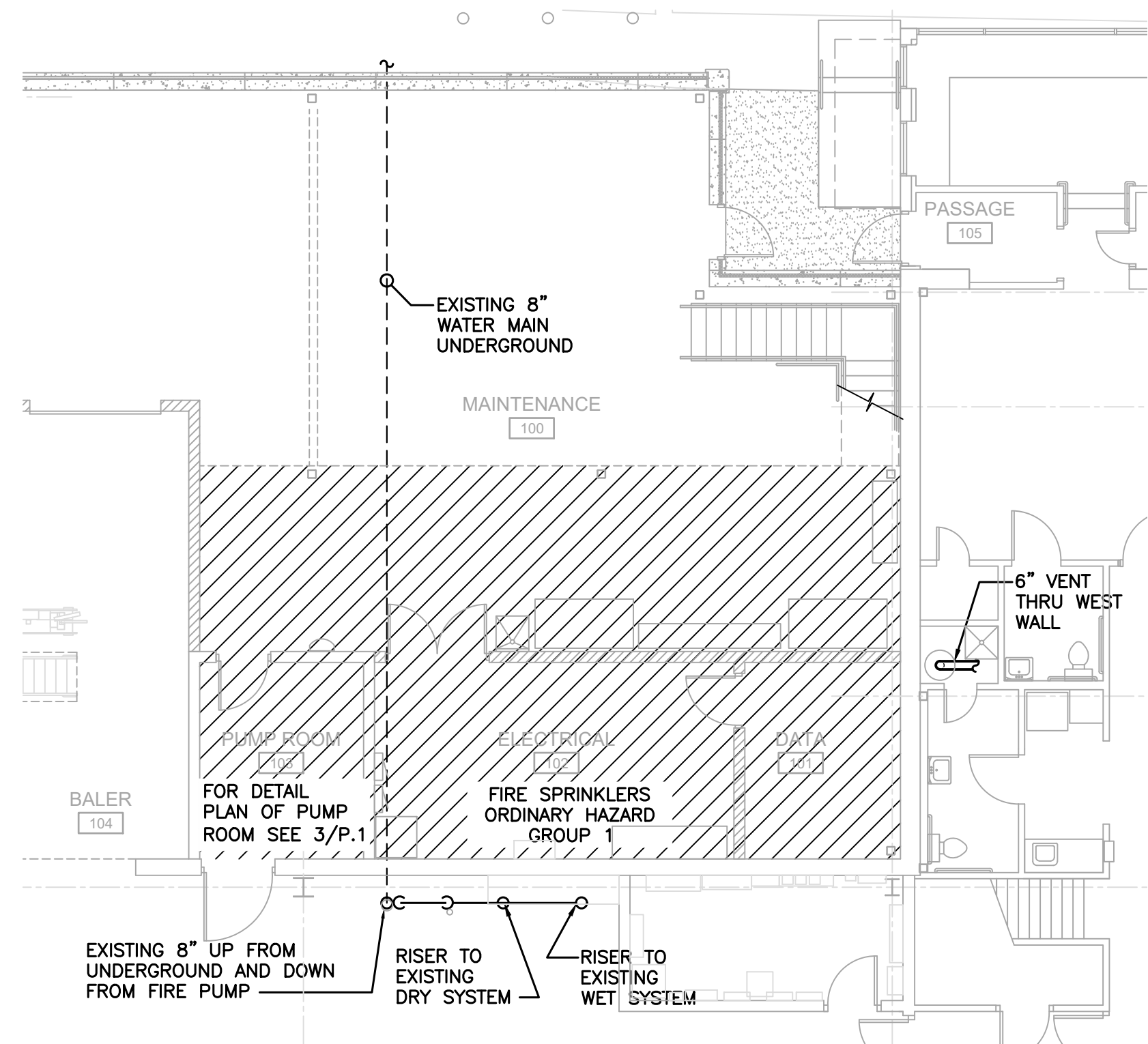
A SANITARY ISOMETRIC
SCALE: NONE



B WATER ISOMETRIC
SCALE: NONE



2 MEZZANINE PLAN – FIRE PROTECTION
SCALE: 1/8"=1'-0"



1 PARTIAL FLOOR PLAN – FIRE PROTECTION
SCALE: 1/8"=1'-0"

Facility
Engineering
Consultants
LLC
2500 W. Wisconsin Ave., Suite 200
Milwaukee, WI 53233
920.731.0381
info@martenson-eisele.com

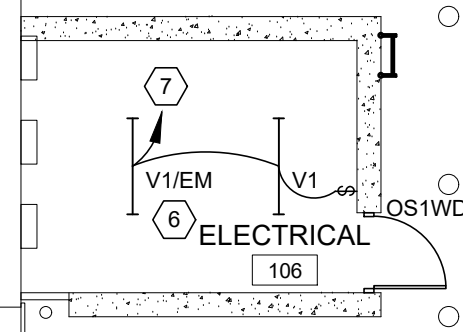
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1377 Midway Road
Menasha, WI 54952
www.martenson-eisele.com
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OUTAGAMIE COUNTY
DEPARTMENT OF RECYCLING AND SOLID WASTE
MATERIAL RECOVERY FACILITY EXPANSION
14119 HOLLAND ROAD | LITTLE CHUTE, WISCONSIN 54911

SCALE
AS NOTED
PROJECT NUMBER
1-0915-005

FLOOR PLANS
PLUMBING
FIRE PROTECTION

DRAWING NO.
P1



1. REQUIRE ARCHITECTURAL SHEETS FOR APPLICABLE INTERIOR ELEVATIONS, SECTIONS, AND MISC. BUILDING INFORMATION REFERENCED TO COMPLETE THE ELECTRICAL INSTALLATIONS.
2. SEE DETAIL 1/E31 FOR OCCUPANCY SENSOR WIRING AND SCHEDULE. WHERE OCCUPANCY SENSORS ARE INSTALLED IN AN AREA, CONNECT ALL LIGHTING IN THE AREA OF COVERAGE TO THE LOAD SIDE OF THE SENSOR POWER PACK. THE SENSOR ACTS AS AN OVERRIDE OF ALL SWITCHING IN THE AREA.
3. ROUTE UN-SWITCHED CIRCUIT TO ALL FIXTURES WITH EMERGENCY BALLASTS IN ADDITION TO ANY SWITCHED CIRCUITS INDICATED. IF NO SWITCHED CIRCUIT IS INDICATED, CONNECT TO NEAREST LIGHTING CIRCUIT. AHEAD OF ALL SWITCHING. FIXTURES SHOWN WITH A DARKENED TRIANGLE, OR LABELED E/M, SHALL HAVE EMERGENCY BALLASTS INSTALLED, UNLESS NOTED OTHERWISE.
4. ALL RECESSED FIXTURES WHICH PENETRATE THE BUILDING ENVELOPE (FROM A HEATED SPACE TO A NON HEATED SPACE) SHALL BE PROPERLY SEALED OR BOXED OUT TO ELIMINATE AIR PASSING THROUGH TO ANOTHER SPACE. THIS DOES NOT CHANGE THE REQUIREMENT TO MAINTAIN THE PROPER INSULATION RATING AS CALLED OUT IN THE CONTRACT DOCUMENTS.
5. CONNECT EMERGENCY BATTERY UNITS AND EXIT SIGNS TO ADJACENT LIGHTING CIRCUIT AHEAD OF ALL SWITCHING.
6. COORDINATE LOCATION OF ALL NIGHTLIGHTS WITH OWNER PRIOR TO ROUGH-IN. ROUTE ALL NIGHT LIGHTS AHEAD OF SWITCHING.

- 1 SEE DETAIL 1/E3.1 FOR OCCUPANCY SENSOR SCHEDULE AND WIRING DETAIL.
- 2 RECONNECT TO EXISTING LIGHTING IN THE ROOM. VERIFY VOLTAGE OF EXISTING IS COMPATIBLE WITH THE NEW FIXTURE.
- 3 CONNECT TO EXISTING ROOM LIGHTING CIRCUIT AND SWITCHING MEANS.
- 4 CONNECT TO EXISTING EXTERIOR LIGHTING CIRCUIT AND CONTROL MEANS. VERIFY VOLTAGE OF EXISTING IS COMPATIBLE WITH THE NEW FIXTURE.
- 5 MOUNT TO BOTTOM OF STRUCTURE USING UNISTRUT AS REQUIRED.
- 6 PROVIDE UNSWITCHED HOT CONDUCTOR TO FIXTURES WITH EMERGENCY BALLAST THAT ARE SHOWN SWITCHED TO MAINTAIN POWER TO THE BATTERY BALLAST.
- 7 CONNECT TO EXISTING CIRCUIT PREVIOUSLY POWERING THE LIGHTING IN THE OLD MAINTENANCE SHOP.
- 8 COORDINATE INSTALLATION OF NOTED LIGHT FIXTURE WITH OVERHEAD DOOR.
- 9 REINSTALL EXISTING WALL PACK FIXTURE AT APPROXIMATELY THE SAME HEIGHT AS EXISTING. EXTEND CONDUCTORS AS REQUIRED TO RECONNECT TO EXISTING EXTERIOR LIGHTING CIRCUIT.
- 10 ADJUST LIGHT FIXTURE LOCATIONS AS REQUIRED BASED ON DUCTWORK AND EQUIPMENT LAYOUT IN THE ROOM.



SCALE: 1/8" = 1'-0"



SCALE: 1/8" = 1'-0"

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 Planning
 Environmental
 Surveying
 Engineering
 Architecture

[illegible]

OUTAGAMIE COUNTY
DEPARTMENT OF RECYCLING AND SOLID WASTE
MATERIAL RECOVERY FACILITY EXPANSION

1419 HOLLAND ROAD | LITTLE CHUTE, WISCONSIN 54911

| | |
|------------------------------|--------------------|
| SCALE AS NOTED | DATE 10-05-2020 |
| PROJECT NUMBER 1-0915-005 | |

ELECTRICAL LIGHTING FLOOR PLAN

DRAWING NO.
E2.1

[illegible]

| NO. | DESCRIPTION | LOC. | HP | MCA | MAX FUSE | WATTS | VOLTAGE | CIRCUIT | BREAKER | STARTER | DISC. | FEEDER | NOTES |
|-----|---------------------|------|-----|-----|----------|-------|---------|--------------|---------|---------|-------|-------------------|-------|
| 1 | OVERHEAD DOOR | 104 | 1.5 | | | | 208/3 | HVA-13,15,17 | 15/3 | | NFSSW | 4#12 - 3/4"C | 1 |
| 2 | OVERHEAD DOOR | 104 | 1.5 | | | | 208/3 | HVA-14,16,18 | 15/3 | | NFSSW | 4#12 - 3/4"C | 1 |
| 3 | 10HP AIR COMPRESSOR | 203 | 10 | | | | 480/3 | HVA-7,9,11 | 50/3 | | EXIS | 3#8 1#10 - 3/4"C | |
| 4 | AIR DRYER | 203 | | | | | 480/3 | HVA-37,39,41 | 30/3 | | EXIS | 4#10 - 3/4"C | |
| 5 | AIR COMPRESSOR | 203 | 50 | | | | 480/3 | HVA-31,33,35 | 100/3 | | EXIS | 4#3 1#8 - 1 1/4"C | |
| 6 | AIR DRYER | 203 | | | | | 480/3 | HVA-38,40,42 | 30/3 | | EXIS | 4#10 - 3/4"C | |
| 7 | AIR COMPRESSOR | 203 | 50 | | | | 480/3 | HVA-32,34,36 | 100/3 | | EXIS | 4#3 1#8 - 1 1/4"C | |
| 8 | RTU | ROOF | | 13A | 15A | | 480/3 | HVA-43,45,47 | 15/3 | | FSSW | 4#12 - 3/4"C | |
| 9 | OVERHEAD CRANE | 200 | 2 | | | | 480/3 | HVA-8,10,12 | 15/3 | | FSSW | 4#12 - 3/4"C | 2 |
| 10 | EF-1 | 100 | 1/4 | | | | 120/1 | LVA-40 | 20/1 | | MAN | 3#12 - 3/4"C | |
| 11 | EF-2 | 201 | | | | 19 | 120/1 | LVA-42 | 20/1 | | MAN | 3#12 - 3/4"C | |
| 12 | CU | 106 | | 11A | 15A | | 208/1 | F-21,23 | 15/2 | | FSSW | 3#12 - 3/4"C | 3,4 |
| 13 | FC | 106 | | 1A | | | 208/1 | | | | | | 3 |
| 14 | HVAC DAMPERS | 203 | | | | | 120/1 | LVA-31 | 20/1 | | MAN | 3#12 - 3/4"C | 5 |

GENERAL NOTES:

| | |
|----|--|
| A. | WHEN STARTERS AND DISCONNECTS ARE PROVIDED BY HVAC, INSTALL STARTERS AND MAKE ALL RELATED LINE VOLTAGE ELECTRICAL CONNECTIONS. |
| B. | ALL MAG/COMB STARTERS ARE TO BE PROVIDED WITH HAND-OFF-AUTO SELECTOR SWITCHES. ALL MAN STARTERS ARE TO HAVE A PILOT LIGHT. |
| C. | PROVIDE DUCT SMOKE DETECTORS FOR AIR HANDLING TYPE UNITS. PROVIDE ONE DETECTOR AT THE RETURN AND ONE AT THE SUPPLY, FOR EACH UNIT. |
| D. | VERIFY IN-RUSH CURRENTS OF ALL MOTORS PRIOR TO ELECTRICAL ROUGH-IN/PURCHASE. |
| E. | VERIFY LOCATION OF MOTORS WITH THE TRADE SUPPLYING THEM. LOCATIONS SHOWN ON ELECTRICAL PLANS ARE ONLY APPROXIMATE. |

| NO. | PART NUMBER | PRI. VOLTAGE | SEC. VOLTAGE | PHASE | SIZE (KVA) | NOTES |
|-----|-------------|--------------|--------------|-------|------------|-------|
| LVA | EE45T3H | 480 | 120/208 | 3 | 45 | |
| | | | | | | |
| | | | | | | |

[illegible]

Z

| | |
|----------------|------------|
| PROJECT NUMBER | 1-0915-005 |
|----------------|------------|

| |
|--|
| |
|--|

ELECTRICAL
SCHEDULES

| | |
|--|-------------|
| | DRAWING NO. |
|--|-------------|

E3.3



Village of Little Chute
REQUEST FOR BOARD CONSIDERATION

ITEM DESCRIPTION:. Request to utilize a Village parking stall for overnight parking

PREPARED BY: David Kittel, Community Development Director

REPORT DATE: 3/12/2021**ADMINISTRATOR'S REVIEW/COMMENTS:**

EXPLANATION:

One of our local businesses, Rustic Resque, has requested to use a parking spot in the Village owned Parking lot behind the business. The owner is looking to be able to park a small utility trailer in the back of the lot by the existing garage that is used by the American legion for over night parking during the summer months only. See map below for greater detail.



RECOMMENDATION: To allow Rustic Rescue to utilize a parking spot as detailed above for overnight parking from April 1st to December 1st to be reviewed on a yearly basis.

Village of Little Chute
REQUEST FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Little Chute Kayak Launch Bid

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

REPORT DATE: March 15, 2021

ADMINISTRATOR'S REVIEW/COMMENTS:

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

EXPLANATION: On Tuesday, March 9 McMahon Group and village staff opened the bids for the ADA Canoe/Kayak Launch that is to be located at Heesakker Park. I have included the project budget and funding below.

| TOTAL ACQUIRED FUNDING | |
|--|-----------------|
| Village of Little Chute | \$18,000 |
| Fox River Navigational System Authority | \$15,000 |
| Fox Cities Greenways Grant | \$10,000 |
| Outagamie County Greenways | \$10,000 |
| Fox Cities Visitor and Convention Bureau | \$15,000 |
| TOTAL | \$68,000 |
| | |
| PROJECT BUDGET | |
| Kayak Launch | \$25,519 |
| Abutments/Grading/Pathway | \$30,000 |
| Bridge | Onsite |
| Engineering | \$5,000 |
| TOTAL | \$60,519 |

The bid process was run through McMahon Group of Neenah. The village received one bid from Highway Landscapers Inc. from Little Chute in the amount of \$115,393. Including engineering, this places the project \$52,393 overbudget. This project has been in development since 2015. Staff had been working with a local contractor since 2017 to keep the cost of the project low. Unfortunately, this contractor was not able to bid on the project due to loss of equipment that they will not be replacing.

Since March 9th, staff have called contractors that have been on similar past projects within the last 6 months. We received indication that contractors either were unaware of the project or that other major project bids were also due on March 9th. Staff believe that we should reject the one bid received and rebid the project with the goal of receiving more bids.

RECOMMENDATION: Staff recommends rejected the one bid from Highway Landscapers Inc. and rebidding the project.

Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

Reporting Information

Will you be completing the Annual Report or other submittal type? ☒ Annual Report ☐ Other

Project Name: 2020 MS4 Annual Report Little Chute, WI.

County: Outagamie

Municipality: Little Chute Village

Permit Number: S050075

Facility Number: 31108

Reporting Year: 2020

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? ☐ Yes ☒ No

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment
 - TMDL Attachment
 - Storm Water Consortium/Group Report

- Municipal Cooperation Attachment
- Other Annual Report Attachment

- Attach the following permit compliance documents as appropriate using the attachments tab above
 - Storm Water Management Program (*S050075-03 General Permit and S058416-04 Madison Area Group Permit shall have a written storm water management program that describes in detail how the permittee intends to comply with the permit requirements for each minimum control measure. Updated programs are due to the department by March 31, 2021.*)
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory (*S050075-03 General Permit and S058416-04 Madison Area Group Permit 2.6.1 - inventory due to the department by March 31, 2021.*)
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan (*S050075-03 General Permit and S058416-04 Madison Area Group Permit 2.6.2 – document due to the department by March 31, 2021.*)
 - Total Maximum Daily Load documents (**If applicable, see permit for due dates.*)
 - TMDL Mapping*
 - TMDL Modeling*
 - TMDL Implementation Plan*
 - Fecal Coliform Screening Parameter *
 - Fecal Coliform Inventory and Map (*S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022*)
 - Fecal Coliform Source Elimination Plan (*S050075-03 general permittees Appendix B - document due to the department by October 31, 2023*)

- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality Little Chute Village

Facility ID # or (FIN): 31108

Updated Information: ☐ Check to update mailing address information

Mailing Address: 108 WEST MAIN STREET

Mailing Address 2:

City: LITTLE CHUTE

State: Wisconsin

Zip Code: 54140 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☐ Select to **create new** primary contact

First Name: Kent

Last Name: Taylor

☐ Select to **update** current contact information

Title: Director of Public Works

Mailing Address: 108 W Main St

Mailing Address 2:

City: Little Chute

State: WI

Zip Code: 54140-1414 xxxxx or xxxxx-xxxx

Phone Number: 920-423-3867 Ext: xxx-xxx-xxxx

Email: kent@littlechutewi.org

Additional Contacts Information (Optional)

☐ I&E Program

**Individual with responsibility for:
(Check all that apply)**

- ☐ IDDE Program
- ☐ IDDE Response Procedure Manual
- ☐ Municipal-wide Water Quality Plan
- ☐ Ordinances
- ☐ Pollution Prevention Program
- ☐ Post-Construction Program
- ☐ Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:

XXXXX or XXXXX-XXXX

Phone Number:

Ext:

XXX-XXX-XXXX

Email:

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

☒ Yes ☐ No

☒ Public Education and Outreach Northeast Wisconsin Stormwater Consortium (NEWSC)

☒ Public Involvement and Participation Northeast Wisconsin Stormwater Consortium (NEWSC)

☐ Illicit Discharge Detection and Elimination _____

☐ Construction Site Pollutant Control _____

☐ Post-Construction Storm Water Management _____

☐ Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

☐ Yes ☒ No

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (08/19)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Delivery Mechanism that best describes how the topics were conveyed to your population. Use the Add Event to add additional entries.

| Event Start Date | 4/6/2020 | | |
|---|--|-------------------------------------|---|
| Project/Event Name | Storm Inlet Stenciling | | |
| Delivery Mechanism | <u>Website</u> *Active | | |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input checked="" type="checkbox"/> Illicit discharge detection and elimination <input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/> | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

| Event Start Date | 3/18/2020 | | |
|---|--|-------------------------------------|---|
| Project/Event Name | DPW Spring Newsletter, Importance of Stormwater | | |
| Delivery Mechanism | <u>Distribution of print media</u> *Active | | |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input checked="" type="checkbox"/> Illicit discharge detection and elimination <input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/> | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

| Event Start Date | 9/2/2021 | | |
|---|---|-------------------------------------|---|
| Project/Event Name | DPW Fall Newsletter, Storm Inlet Stenciling | | |
| Delivery Mechanism | Distribution of print media | | *Active |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input checked="" type="checkbox"/> Illicit discharge detection and elimination <input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/> | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

| Event Start Date | 1/2/2020 | | |
|---|--|-------------------------------------|---|
| Project/Event Name | Fish don't swim in chlorine flyer | | |
| Delivery Mechanism | Passive print media | | *Active |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/> | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

| Event Start Date | 6/3/2020 | | |
|---|---|-------------------------------------|---|
| Project/Event Name | Fish don't swim in chlorine Webpage | | |
| Delivery Mechanism | Social media post | | *Active |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents | 101 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

| | | | |
|--|---|--|--|
| <input type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/> | <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | | |
|--|---|--|--|

| Event Start Date | 6/3/2020 | | |
|---|--|-------------------------------------|---|
| Project/Event Name | Dog Waste Flyer | | |
| Delivery Mechanism | Signage *Active | | |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/> | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

| Event Start Date | 8/5/2020 | | |
|---|--|-------------------------------------|--|
| Project/Event Name | Leaf Collection Procedure, DPW Fall Newsletter | | |
| Delivery Mechanism | Distribution of print media *Active | | |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/> | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input type="radio"/> Yes <input type="radio"/> No |

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

| Event Start Date | 8/3/2020 | | |
|---|--|-------------------------------------|--|
| Project/Event Name | Leave your leaves on Land, Flyer | | |
| Delivery Mechanism | Signage *Active | | |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input type="checkbox"/> Illicit discharge detection and elimination <input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input type="radio"/> Yes <input type="radio"/> No |

| Event Start Date | 3/18/2020 | | |
|---|--|-------------------------------------|---|
| Project/Event Name | Spring Cleanup, DPW Spring Newsletter | | |
| Delivery Mechanism | Distribution of print media *Active | | |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input type="checkbox"/> Illicit discharge detection and elimination <input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

| Event Start Date | 9/1/2020 | | |
|---|--|-------------------------------------|---|
| Project/Event Name | Leaf Collection, Facebook | | |
| Delivery Mechanism | Social media post *Active | | |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input type="checkbox"/> Illicit discharge detection and elimination <input type="checkbox"/> Household hazardous waste disposal/pet | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees | 101 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

| | | | |
|---|--|--|--|
| waste management/vehicle washing <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/> | <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | | |
|---|--|--|--|

| Event Start Date | 9/1/2020 | | |
|---|--|-------------------------------------|---|
| Project/Event Name | Leaf Collection, Website | | |
| Delivery Mechanism | Website *Active | | |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input type="checkbox"/> Illicit discharge detection and elimination <input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/> | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

| Event Start Date | 6/1/2020 | | |
|--|--|-------------------------------------|---|
| Project/Event Name | Protecting & Restoring Shorelands, WDNR Information Packet | | |
| Delivery Mechanism | Signage *Active | | |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input type="checkbox"/> Illicit discharge detection and elimination <input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input type="checkbox"/> Yard waste management/pesticide and fertilizer application <input checked="" type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

☐ Other:

| | | | |
|---|--|--|---|
| Event Start Date | 4/3/2020 | | |
| Project/Event Name | Downspout Policy | | |
| Delivery Mechanism | Signage *Active | | |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input type="checkbox"/> Illicit discharge detection and elimination <input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input checked="" type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

| | | | |
|---|---|--|---|
| Event Start Date | 9/28/2020 | | |
| Project/Event Name | MS4 Flyer, General Construction and Site Stormwater Tips | | |
| Delivery Mechanism | Distribution of print media *Active | | |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input type="checkbox"/> Illicit discharge detection and elimination <input type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input type="checkbox"/> Residential infiltration <input checked="" type="checkbox"/> Construction sites and post-construction storm water management <input type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: | <input type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Other | 11-50 | <input type="radio"/> Yes <input checked="" type="radio"/> No |

b. Brief explanation on Public Education and Outreach reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Used the Village website, seasonal newsletters, social media, direct mailings, and posters to promote the Storm Water Program.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/20)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

a. Permit Activities. Complete the following information on Public Involvement and Participation Activities related to storm water. Select the Delivery Mechanism that best describes how the permit activities were conveyed to your population. Use the Add Event to add additional entries.

| | | | |
|--|---|--|---|
| Event Start Date | 1/2/2020 | | |
| Project/Event Name | Little Chute Regular Utility Commission Meeting | | |
| Delivery Mechanism | Government Event (Public Hearing, Council Meeting, etc) | | |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input checked="" type="checkbox"/> MS4 Annual Report <input checked="" type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other: <input type="text"/> | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

| | | | |
|--|--|--|---|
| Event Start Date | 1/2/2020 | | |
| Project/Event Name | Village of Little Chute Village Regular Board Meeting | | |
| Delivery Mechanism | Government Event (Public Hearing, Council Meeting, etc) | | |
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| <input checked="" type="checkbox"/> MS4 Annual Report <input checked="" type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other: <input type="text"/> | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input type="radio"/> Yes <input checked="" type="radio"/> No |

b. Volunteer Activities. Complete the following information on Public Involvement and Participation Activities related to storm water. Select the Delivery Mechanism that best describes how volunteer activities were conveyed to your population. Use the Add Event to add additional entries.

| | |
|---------------------------|-------------------|
| Event Start Date | 3/18/2020 |
| Project/Event Name | Watershed Cleanup |

| Delivery Mechanism | | Clean up event | |
|-----------------------|--|-------------------------------------|---|
| Topics Covered | Target Audience | Estimated People Reached (Optional) | Regional Effort (Optional) |
| Volunteer Opportunity | <input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input type="checkbox"/> Other | 101 + | <input checked="" type="radio"/> Yes <input type="radio"/> No |

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The Village had 24 scheduled Village Board Meetings, Committee of the Whole meetings, and 12 scheduled Utility Commission meetings. Employee participation in Watershed Cleanup.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/20)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- How many total outfalls does the municipality have? ☐ Unsure
- How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? ☐ Unsure
- From the municipality's routine screening, how many were confirmed illicit discharges? ☐ Unsure
- How many illicit discharge complaints did the municipality receive? ☐ Unsure
- From the complaints received, how many were confirmed illicit discharges? ☐ Unsure
- How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)? ☐ Unsure

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? Check all that apply and enter the number of each used in the reporting year. ☐ Unsure

☒ Verbal Warning

☒ Written Warning (including email)

0

☐ Notice of Violation

☐ Civil Penalty/ Citation

Additional Information: _____

- h. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The Village monitored all outfalls and did not find any evidence of illicit discharge.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/20)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year? ☐ Unsure
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year? ☐ Unsure
- c. How many erosion control inspections did the municipality complete in the reporting year? ☐ Unsure

- d. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. ☐ Unsure

☐ No Authority

☒ Verbal Warning

☒ Written Warning (including email)

☐ Notice of Violation

☐ Civil Penalty/ Citation

☒ Stop Work Order

☐ Forfeiture of Deposit

☐ Other - Describe below

- e. Brief explanation on Construction Site Pollutant Control reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The process includes a close out procedure for all sites

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/20)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

a. How many sites with new structural storm water management facilities* have received local approval ? ☐ Unsure

*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement, catch basin sumps, etc.

b. Does the municipality utilize privately owned storm water management facilities in its pollutant reduction analysis? ☐ Yes ☒ No ☐ Unsure

c. If Yes, How many privately owned storm water management facilities were inspected in the reporting year ? ☐ Unsure
Inspections completed by private land owners should be included in the reported number.

d. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. ☐ Unsure

- ☐ No Authority
- ☒ Verbal Warning
- ☒ Written Warning (including email)
- ☒ Notice of Violation
- ☐ Civil Penalty/ Citation
- ☐ Forfeiture of Deposit
- ☐ Complete Maintenance
- ☐ Bill Responsible Party
- ☐ Other - Describe below

e. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

The process includes a closeout procedure for all sites

Missing Information

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/20)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Facility Inspections ☐ Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water management facilities ? ☐ Unsure
- b. How many new municipally owned storm water management facilities were installed in the reporting year ? ☐ Unsure
- c. How many municipally owned storm water management facilities were inspected in the reporting year? ☐ Unsure
- d. What elements are looked at during inspections (250 character limit)?

Vegetation, bank conditions, rodent damage and removal, trash, debris and litter removal, structural component check, mechanical check, look for trespassing, any anomaly.

- e. How many of these facilities required maintenance? ☐ Unsure
- f. Brief explanation on Storm Water Management Facility inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review) ☐ Not Applicable

- g. How many municipal properties require a SWPPP? ☐ Unsure
- h. How many inspections of municipal properties have been conducted in the reporting year? ☐ Unsure
- i. Have amendments to the SWPPPs been made?
☒ Yes ☐ No ☐ Unsure
- j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:

The Village hired a consultant to create the SWPPP and instructions for employee training.

- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Collection Services - Street Sweeping / Cleaning Program ☐ Not Applicable

- l. Did the municipality conduct street sweeping/cleaning during the reporting year?
☒ Yes ☐ No ☐ Unsure
- m. If known, how many tons of material was removed? ☐ Unsure
- n. Does the municipality have a low hazard exemption for this material? ☐ Yes ☒ No
- o. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
☒ Yes - Explain frequency Streets are swept weekly (March - November)
☐ No - Explain _____
☐ Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* ☐ Not Applicable

- p. Did the municipality conduct catch basin sump cleaning during the reporting year? ☐ Yes ☒ No ☐ Unsure
- q. How many catch basin sumps were cleaned in the reporting year? ☐ Unsure
- r. If known, how many tons of material was collected? ☐ Unsure
- s. Does the municipality have a low hazard exemption for this material? ☐ Yes ☐ No
- t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
☐ Yes- Explain frequency _____
☐ No - Explain _____
☒ Not Applicable

Collection Services - *Leaf Collection Program* ☐ Not Applicable

- u. Does the municipality conduct curbside leaf collection? ☒ Yes ☐ No ☐ Unsure
- v. Does the municipality notify homeowners about pickup? ☒ Yes ☐ No ☐ Unsure
- w. Where are the residents directed to store the leaves for collection?
☒ Pile on terrace ☐ Pile in street ☐ Bags on terrace ☐ Unsure
☐ Other - Describe _____
- x. What is the frequency of collection?
Seasonally (September to December)
- y. Is collection followed by street sweeping/cleaning? ☒ Yes ☐ No ☐ Unsure
- z. Brief explanation on Collection Services reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

Winter Road Management ☐ Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? ☐ Unsure

ab. Provide amount of de-icing products used by month last winter season?

Solids (tons) (ex. sand, or salt-sand)

| Product | Oct | Nov | Dec | Jan | Feb | Mar |
|---------|--------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|
| Salt | <input type="text" value="0"/> | <input type="text" value="200"/> | <input type="text" value="200"/> | <input type="text" value="200"/> | <input type="text" value="200"/> | <input type="text" value="200"/> |

Liquids (gallons) (ex. brine)

| | Oct | Nov | Dec | Jan | Feb | Mar |
|-------|--------------------------------|----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|----------------------------------|
| Brine | <input type="text" value="0"/> | <input type="text" value="500"/> | <input type="text" value="1500"/> | <input type="text" value="1500"/> | <input type="text" value="1500"/> | <input type="text" value="500"/> |

ac. Was salt applying machinery calibrated in the reporting year? ☐ Yes ☒ No ☐ Unsure

ad. Have municipal personnel attended salt reduction strategy training in the reporting year? ☒ Yes ☐ No ☐ Unsure

| Training Date | Training Name | # Attendance |
|---------------------------------------|---|--------------------------------|
| <input type="text" value="8/7/2020"/> | <input type="text" value="Smart Salting for Roads"/> | <input type="text" value="2"/> |
| <input type="text" value="9/1/2020"/> | <input type="text" value="Smart Salting Parking Lots"/> | <input type="text" value="2"/> |

ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

Internal (Staff) Education & Communication

af. Has training or education been held for municipal or other personnel involved in implementing each of the pollution prevention program elements? ☐ Yes ☒ No ☐ Unsure

If yes, describe what training was provided (250 character limit):

When:

How many attended:

ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs and its requirements.

Elected Officials

Municipal Officials

Appropriate Staff (such as operators, Department heads, and those that interact

with public)

Monthly meetings and day to day interaction.

- a. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/20)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?

☐ Yes ☒ No ☐ Unsure

If yes, check the areas the map items that got updated or changed:

☐ Storm water treatment facilities

☐ Storm pipes

☐ Vegetated swales

☐ Outfalls

☐ Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you SAVE.

Form 3400-224 (09/20)

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

| Annual Expenditure Reporting Year | Budget Reporting Year | Budget Upcoming Year | Source of Funds |
|--------------------------------------|--------------------------|----------------------------|-----------------|
|--------------------------------------|--------------------------|----------------------------|-----------------|

Element: Public Education and Outreach

| | | | |
|------|------|------|----------------------------|
| 1500 | 1500 | 1500 | <u>Storm water utility</u> |
|------|------|------|----------------------------|

Element: Public Involvement and Participation

| | | | |
|-----|-----|-----|----------------------------|
| 500 | 500 | 500 | <u>Storm water utility</u> |
|-----|-----|-----|----------------------------|

Element: Illicit Discharge Detection and Elimination

| | | | |
|------|------|------|----------------------------|
| 5000 | 5000 | 5000 | <u>Storm water utility</u> |
|------|------|------|----------------------------|

Element: Construction Site Pollutant Control

| | | | |
|------|------|------|----------------------------|
| 5000 | 5000 | 5000 | <u>Storm water utility</u> |
|------|------|------|----------------------------|

Element: Post-Construction Storm Water Management

| | | | |
|------|------|------|----------------------------|
| 5000 | 5000 | 5000 | <u>Storm water utility</u> |
|------|------|------|----------------------------|

Element: Pollution Prevention

| | | | |
|------|------|------|----------------------------|
| 1000 | 1000 | 1000 | <u>Storm water utility</u> |
|------|------|------|----------------------------|

Other (describe)

Storm Sewer GIS Mapping

| | | | |
|------|------|------|----------------------------|
| 1000 | 1000 | 5000 | <u>Storm water utility</u> |
|------|------|------|----------------------------|

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the

municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

☐ Yes ☒ No ☐ Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

☒ Yes ☐ No ☐ Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? ☐ Yes ☒ No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

Changes to the Storm Water program include: increased budget, additional employees, a greater focus internally, and the understanding by the Village Officials that storm water management is important and necessary.

Do not close your work until you SAVE.

| | | | | | | |
|--|--|--|--|--|--|--|
| | | | | | | |
|--|--|--|--|--|--|--|

Form 3400-224 (09/20)

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- ☒ Public Education and Outreach
- ☒ Public Involvement and Participation
- ☒ Illicit Discharge Detection and Elimination
- ☒ Construction Site Pollutant Control
- ☒ Post-Construction Storm Water Management
- ☒ Pollution Prevention
- ☒ Storm Water Quality Management
- ☐ Storm Sewer System Map
- ☐ Water Quality Concerns
- ☒ Compliance Schedule Items Due
- ☐ MS4 Program Evaluation

Do not close your work until you **SAVE**.

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

***Required Item**

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Municipal Facility SWPPP

 File Attachment

[LittleChuteVillage8350-10000MSBSWPPPPReport.pdf](#)

Attach - Other Supporting Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

Draft and Share PDF Report with the permittee's governing body or delegated representatives.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

[Draft and Share PDF Report](#)

Sign and Submit Your Application

Steps to Complete the signature process

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Little Chute Village MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- ☐ Authorized municipal contact using WAMS ID.
- ☐ Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.
- ☐ Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Name:

Title:

Authorized Signature.

- ☐ I accept the above terms and conditions.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.

VILLAGE OF LITTLE CHUTE
RESOLUTION NO. 7, SERIES OF 2021

**A RESOLUTION APPROVING THE 2020 MS4 GENERAL PERMIT ANNUAL
REPORT**

WHEREAS, the Village of Little Chute owns and operates a municipal separate storm sewer system (MS4); and

WHEREAS, the Department of Natural Resources has issued a General Permit to discharge storm water to the waters of the state; and

WHEREAS, a condition stated in the General Permit to Discharge requires the Village to complete an annual report that summarizes the Village's efforts to comply with the conditions stated in the General Permit to Discharge; and

WHEREAS, after review and approval by the City Council, the Annual Report must be submitted to the Wisconsin Department of Natural Resources;

NOW, THEREFORE, be it resolved by the Village Board of Little Chute as follows:

1. That the 2020 MS4 General Permit Annual Report, as prepared by Village staff, is hereby approved; and
2. That submittal of the report and this resolution to the Wisconsin Department of Natural Resources is hereby authorized.

Introduced, approved and adopted:

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____
Laurie Decker, Village Clerk

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: RFP for Transportation Utility and Street Funding Feasibility, Analysis, and Utility Creation

PREPARED BY: James P. Fenlon, Administrator 

REPORT DATE: March 12, 2021

EXPLANATION: As follow-up from our March 3rd meeting, attached is the Request for Proposals (RFP) for the Transportation Utility and Street Funding Feasibility, Analysis, and Utility Creation. The RFP should be reviewed and released by official action from the Board of Trustees. The timeline for the effort would be as follows:

DATE EVENT

April 5, 2021 - Issue RFP

May 7, 2021 - Proposals due on or before 4:00 p.m.

May 18-21 - Interviews/presentations (if required)

June 2, 2021 Contract start date (estimated)

December 15, 2021 Contract completion (estimated)

There will be a round of final reviews of the RFP from staff with technical changes if any. This process will have to be managed diligently to ensure a successful review and that if necessary/feasible, an effective foundation for future work is provided.

RECOMMENDATION: Approve the release of the RFP as outlined above.



**Request for Proposal (RFP) For
Transportation Utility and Street Funding
Feasibility, Analysis, and Utility Creation**

Issued by:
Village of Little Chute, WI
April 5, 2021

Proposals must be received no later than: 4:00 P.M., Friday, May 7, 2021

Submit RFP Response to:
James Fenlon
Village of Little Chute
108 West Main Street
Little Chute, WI 54140
james@littlechutewi.org

For further information regarding this RFP contact:
James Fenlon, Village Administrator
920-423-3850
james@littlechutewi.org

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1.0 GENERAL INFORMATION

1.1 Introduction:

The purpose of this document is to provide interested, qualified parties with information to enable them to prepare and submit a proposal for a consulting services contract. The selected consultant will complete or coordinate all necessary activities for the analysis that informs creation of a transportation utility in the village. While the primary focus of this study is the complete formation of a transportation utility, the consultant will provide a brief comparative analysis of any other viable funding alternatives available to the village to address long-term capital requirements for road improvement that informs decision-making relative to transportation utility implementation.

1.2 Background:

In 2014/2015 and then again in 2020/2021, the Village of Little Chute discussed trends related to revenue (declining), expenditures (increasing), debt (increasing) and debt capacity (shrinking). We also discussed the cost of construction for roads and buildings that is outpacing inflation, making it difficult to use traditional approaches to finance capital needs of the village. One issue that consistently is discussed in our community is the use of special assessments and the challenge to manage special assessment rates and costs to the resident versus the cost of improvements. The five-year Capital Improvement Plan (CIP) for the village requires more than \$29M of new capital to support the needs of the community. It would be difficult for the village to assume new debt to address all our needs and a transportation utility has been identified as a path to addressing these needs.

| 2021 Street Rehabilitation and Construction Program Budget | | |
|--|--------------------|---|
| Total Street Repair and Maintenance Budget | \$669k | General Fund |
| Sidewalk Repair (part of budget above) | \$8k | General Fund |
| Chip Seal (part of budget above) | \$21,000 | General Fund |
| Street Reconstruction/Construction | \$2.949M | Capital Improvement Fund and TID (supported through debt) |
| TOTAL | \$2,484,900 | |

1.3 Scope:

The village is seeking to work with a team of creative personnel with experience in helping communities with transportation utility creation, rate determination analysis, and implementation. The scope of work outlined below should not be viewed as rigid and the consultant is encouraged to offer alternative or additional efforts for this project where they believe is appropriate.

1.3.1 Public Information Objectives:

- A. Identify, compare, and contrast the potential funding methods for the village's annual street rehabilitation projects, including but not limited to special assessments, wheel tax, and other new or perspective funding methodologies, including the creation of a transportation utility.
- B. Identify and summarize the policies to be considered, the impact on the village's residential, commercial, industrial, and public authority/non-profit bases, and potential issues with the implementation of a transportation

utility in relation to the existing village ordinances and Wisconsin State Statutes. Also identify process for properties regarding credit on past assessments.

- C.** Hold Public Informational meetings (no less than 3 public information meetings) either virtual or in person to explain rate structure and credit policy options, and answer questions related to the creation of a transportation utility.
- D.** Prepare the copy for public information including a landing page on the village's website related to this effort.
- E.** Identify what the transportation utility may and should fund - administrative, operating, and capital costs.
- F.** Propose, develop, and implement methodologies for calculating transportation utility user fees. This work will be done in consultation with the elected body and staff.
- G.** Compile public information results and present the finding and recommendations to the Village Board of Trustees.

1.3.2. Scope of Work:

A. Planning

- a. Prepare and present a summary plan outlining the work to be performed, data necessary to complete the project, and the timing of the work to be done (i.e. project timeline).
- b. Provide a draft or "go-by" of other final deliverables from similar projects to provide the project team with an idea of the general structure, content and level of detail expected to be developed.

B. Work

- a. Select and evaluate a sustainable, defensible, and equitable transportation utility funding method, i.e. impervious surface, trip based, etc.
- b. Compare potential revenues generated from a transportation utility, wheel tax, special assessment, or alternative methodology.
- c. Define how to classify properties and estimate trips for each.
- d. Address implications to each class of customers.
- e. Identify, draft, and present for adoption the policies that need consideration and prepare a brief policy document for each issue identified with respect to recommended funding methods.
- f. Describe the process and required information to monitor and adjust recommended billing years as properties are added or removed over the life of the transportation utility.
- g. Detailed information and proposal for past assessments including potential credit process and structure.
- h. Identify preliminary items and information from village staff along with proposed schedule.
- i. Identify one-time and recurring costs necessary to effectively implement and operate the recommended funding methods.
- j. Identify annual maintenance considerations on an ongoing basis for a transportation utility, including the consideration of policy related items.

C. Deliverables

- a. A description of the policy review process.
- b. A summary of the recommended funding method(s).
- c. A preliminary and proposed rate analysis and billing options based on the sample residential and commercial areas selected versus property taxes.
- d. An estimate of the one-time and recurring costs associated with implementation and ongoing operation of recommended funding method(s).
- e. Presentation for adoption of the policies to be adopted regarding a transportation utility, including, proposed ordinances and other supporting documents for the utility.
- f. All technical memoranda, summaries, and detailed supporting data.
- g. A summary of conclusions and recommendations that addresses legal, financial, and administrative aspects of the recommended project funding method(s).
- h. An implementation plan, including communication plan, timeline, and cost estimate to implement the recommended funding method(s).
- i. Compile a preliminary report that includes but is not limited to:

All aspects of a transportation utility in terms of what is recommended by the consultant. This report will also provide details on implementation, including the presentation of ordinance(s), finalization of billing units, and determination of rate schedule(s). In addition, information within the report will include guidance and support for the type of government account the transportation utility should be managed under. Any audit findings, including management letters, on previously established transportation utilities in Wisconsin will be included in the report.

The village will then review the draft report and revisions will be made as necessary. Following approval of the report by the Village Board, the consultant will make a presentation of the recommendations at no less than three public information meetings. The final report will be approved by the Village of Little Chute Board of Trustees as the mechanism for street reconstruction.

1.4 Project Calendar:

Listed below are estimated dates and times of actions related to this Request for Proposal (RFP). If the Village of Little Chute finds it necessary to change any of the specific dates and times, it will do so by issuing amendments to this RFP. Failure by the village to issue amendments to this schedule will not invalidate this selection process.

DATE

April 5, 2021

May 7, 2021

May 18-21

EVENT

Issue RFP

Proposals due on or before 4:00 p.m.

Interviews/presentations (if required)

June 2, 2021
December 15, 2021

Contract start date (estimated)
Contract completion (estimated)

1.3 Contract Terms:

The successful firm and the Village of Little Chute will enter into a Consultant Services Agreement drafted by the Consultant.

2.0 PREPARING AND SUBMITTING THE PROPOSAL

2.1 General Instructions

The evaluation and selection of a consultant will be based on the information submitted in the proposal plus references and any required interviews/presentations. Consultants should respond clearly and completely to all requirements. Failure to respond to each of the requirements in the RFP may be the basis for rejecting a submittal.

The proposal shall:

- 2.1.1 Identify the qualifications of the consultant and any sub consultants, including relevant projects, particularly projects working with municipalities on studying feasibility of transportation utilities.
- 2.1.2 Identify the project manager and principal individual(s), qualifications, and experience of those proposed to do the work.
- 2.1.3 Define the project approach and identify the specific tasks involved in the performance of the proposed work effort and the means by which these tasks would be implemented.
- 2.1.4 Include all costs associated with conducting the work.
- 2.1.5 Proposals shall be limited to no more than 15 total pages.

2.2 Proposal Organization and Format

Consultants responding to this RFP must include the following information:

- 2.2.1 COVER LETTER, RFP SIGNATURE PAGE: Include any cover letter and the RFP signature page. Submittals in response to this RFP must be signed by the person in the consultant's organization who is responsible for the submittal.
- 2.2.2 QUALIFICATIONS OF THE SUBMITTING CONSULTANT AND ANY SUBCONSULTANTS WHO ARE TEAM MEMBERS: The specific qualifications of the firm(s) to accomplish the work outlined should be included. Specific projects relevant to this assignment with dates, clients, and specific references that could comment on the quality of the work should be identified. At least three references of directly relevant work must be provided from projects completed within the last five years. References should note the contact name, address, and phone number, along with the relationship to the project and project site location. The results of any reference checks will be provided to the evaluation committee and used when scoring the written qualifications.
- 2.2.3 QUALIFICATIONS OF THE INDIVIDUALS WHO WILL WORK ON THE PROJECT: The qualifications must identify the project manager and explain how this point of contact will lead the consultant's efforts. If interviews are necessary for selection, it will be necessary for the proposed project manager to conduct a majority of the presentation and be able to answer most questions asked during the interview process. All other relevant personnel who will work on the project should be identified

in this section with relevant specific experience identified. Include specific work assignments of the proposed personnel. Resumes describing the educational and work experiences of the key people proposed for this assignment should be included.

- 2.2.4 PROJECT APPROACH: The proposed approach must include the specific tasks anticipated for the project including how each task would be implemented and the team members who would be responsible for each task.
- 2.2.5 SEPARATE COST PROPOSAL: The submittal shall include a quote for all costs associated with implementing this project. If additional or alternative efforts are recommended these should be broken out separately from the primary tasks.

2.3 Submitting the Proposal

Proposers may send completed proposals via email or deliver by hard copy on or before 4:00 PM Friday, May 7, 2021 to:

James Fenlon
Village of Little Chute – Village Administrator
108 W. Main Street
Little Chute, WI 54140
james@littlechutewi.org

A consultant can hand deliver their proposal package on or before the date and time listed above. Hand delivered submittals must be time-stamped by the Little Chute Clerk's Office by the stated time. Submittals received after Wednesday May 7, 2021 at 4:00 PM will not be accepted.

2.4 Incurring Costs

The Village of Little Chute is not liable for any cost incurred by proposers in replying to this RFP.

2.5 Withdrawal of Submittals

Proposers may withdraw a submittal, in writing, at any time up to the due date and time. The written withdrawal notice must be received by the Village Administrator. The notice must be signed by an authorized representative of the firm submitting the proposal.

3.0 CONSULTANT SELECTION AND AWARD PROCESS

3.1 Review of Submittals

The village's evaluation team will include the Village Engineer, Director of Public Works, Finance Director, and Village Administrator.

The evaluation team will review references and may request interviews/presentations. The resulting information will be used to rate the submittals. The evaluation team reserves the right to make a selection based on submittals without scheduling interviews. The evaluation team's scoring will be tabulated, and submittals ranked based on the numerical scores received.

The project fee is not included in the evaluation criteria but could influence the selection process. The Code of Federal Regulations allows consideration of costs when selecting the consultant.

3.2 Evaluation Criteria

The proposals will be scored using the following criteria:

| • Description | • Points |
|--|-----------------|
| • Consultant Expertise | • 30 |
| • Consultant Relevant Project Experience | • 20 |
| • Project Team Qualifications | • 20 |
| • Project Approach and Proposed Timeline | • 30 |
| • TOTAL | • 100 |

3.3 Interviews/Presentations

Top-scoring consultants, based on the evaluation of the written proposals, may be required to have interviews/presentations to support and clarify their proposals, if requested by the village. The village will make every reasonable attempt to schedule each interview/presentation at a time on during the week of May 17th, 2021 that is agreeable to the consultant. Failure of a consultant to complete a scheduled interview/presentation to the evaluation committee may result in rejection of the opportunity for award of a contract.

3.4 Final Evaluation

Upon completion of any interviews/presentations by proposers, the village's evaluation committee will adjust the scores based on the information obtained in the interview / presentation, possible reference checks, project fee, and any other pertinent proposer information.

3.5 Right to Reject Proposals and Negotiate Contract Terms

The village reserves the right to reject any and all proposals if determined that they do not satisfactorily meet the needs or qualifications required. The village reserves the right to negotiate the terms of the contract, including the award amount, with the selected proposer prior to entering into a contract.

3.6 Award of Contract

The committee's final evaluation and recommendation will be sent to the Village Board of Trustees for approval.

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: 2020 Budget Amendments, Budget Carryover 2020-2021, 2020 Fund Balance Assignments and 2021 Budget Adjustments

PREPARED BY: Lisa Remiker-DeWall, Finance Director

REPORT DATE: March 12, 2020

ADMINISTRATOR'S REVIEW/COMMENTS:

No additional comments to this report: JPF

See additional comments attached: _____

EXPLANATION:

Please see attached for explanations of the various budget amendments including documentation of compliance with Fund Balance Policy adopted in December 2020. The 2020 Budget Adjustments reflect various Village Board actions taken during the year that have not yet been formally addressed for an actual budget amendment. The annual carryover for projects budgeted in 2020 but not yet complete are included to provide the necessary budget approval.

The Special Consideration Carryover requests comply with specific action necessary (2/3 vote required) per the formal Fund Balance Policy established in 2020. Documentation side by side with the policy is attached for your reference to follow the calculations. Included with this process is to formally document approval for the 2020 Fund Balance Assignments.

The 2021 Budget Amendments reflect actions to date by the Village Board or other unanticipated changes since budget was adopted.

Please contact either the Administrator or me for any questions you may have prior to the Village Board meeting.

RECOMMENDATION: Please approve the 2020 Budget Amendments, 2020-2021 Budget Carryover and the Assigned Fund Balance Designations for the 2020 Comprehensive Financial Report and the 2021 Budget Amendments as presented in attached documentation.

2020 Budget Amendments

| | | | |
|---------------|-----------------------------------|--------|---------|
| 101-33110 | Federal Grants - FEMA | 28,291 | Revenue |
| 101-33290 | State Grants - DNR Urban Forestry | 46,309 | Revenue |
| 101-55440-204 | Forestry Contractual Services | 29,300 | Expense |
| 101-55440-212 | Forestry - Tree Program | 38,000 | Expense |
| 101-55440-247 | Forestry - Vehicles | 7,300 | Expense |

July 2019 Storm Event Expenditures in 2020 for restoration

| | | | |
|---------------|-------------------------|-------|---------|
| 101-38303 | Fire Donations | 5,000 | Revenue |
| 101-52200-213 | Fire - Safety Equipment | 5,000 | Expense |

Donation received for inflatable boat

| | | | |
|---------------|-----------------------------------|---------|---------|
| 101-57610-263 | Development Inc - Fox River Group | 182,240 | Expense |
|---------------|-----------------------------------|---------|---------|

Land incentive provided for Sr Housing Development - Econ Dev General Fund

| | | | |
|---------------|--|--------|---------|
| 101-33290 | Cares Act Funding | 433 | Revenue |
| 207-33290 | Cares Act Funding | 40,462 | Revenue |
| 101-52200-111 | Special Provision for Public Safety Salaries - COVID | 433 | Expense |
| 207-52120-101 | Special Provision for Public Safety Salaries - COVID | 40,462 | Expense |

Recognize the personnel provision of Cares Act Funding

| | | | |
|---------------|--------------------------------------|---------|---------|
| 414-51025-263 | Construction-TID 4 Evergreen Phase 1 | 9,700 | Expense |
| 414-57400-267 | Development Inc - Crosswinds | 359,000 | Expense |
| 414-57400-268 | Development Inc - Prairewater | 32,000 | Expense |
| 414-57400-262 | Legal - Audit TID 4 30% Audit | 4,000 | Expense |

Correction of 2020 Budget due to error on not taking into consideration partial assessment when developing budget for development incentives, poor soil conditions cost overrun: Evergreen and TID 4 compliance audit that was overdue

| | | | |
|---------------|-------------------------------|-------|---------|
| 415-57600-263 | Legal - Audit TID 5 30% Audit | 4,000 | Expense |
|---------------|-------------------------------|-------|---------|

Overdue 30% TID Compliance Audit

| | | | |
|---------------|--|--------|---------|
| 416-50227-263 | Construction - Buchanann cost overruns | 21,600 | Expense |
| 416-57600-262 | Legal-Audit - Debt issuance cost allocation and selling at premium | 76,100 | Expense |
| Various Accts | Labor - Eng. planning Hartzheim not included in original budget | 20,000 | Expense |
| 416-51211-204 | Contractual Services - Asbestos Abatement Karen Dr | 8,900 | Expense |

Update for changes from original budget adoption

| | | | |
|---------------|--------------------------------------|--------|---------|
| 417-51025-263 | Construction-TID 7 Evergreen Phase 1 | 17,400 | Expense |
|---------------|--------------------------------------|--------|---------|

Cost overrun due to soil conditions

| | | | |
|---------------|-----------------------------|---------|---------|
| 418-51225-300 | Land for Downtown Mixed Use | 254,193 | Expense |
|---------------|-----------------------------|---------|---------|

Closed in 2020 vs anticipated 2021 - NOTE: 2021 Budget Amendment to remove below

| | | | |
|---------------|------------------------------|---------|---------|
| 420-57620-277 | Nelson Crossing Construction | 379,720 | Expense |
|---------------|------------------------------|---------|---------|

True up budget for donations and fiscal administration changes to facilitate grant process

Budget Carryover 2020-2021 - Note all items previously funded in the 2020 Budget

| | | | |
|---------------|--------------------|-------|---------|
| 101-51415-204 | GIS - General Fund | 3,600 | Expense |
| 610-53614-204 | GIS - Sewer | 720 | Expense |
| 620-53924-204 | GIS - Water | 684 | Expense |
| 630-53444-204 | GIS - Storm | 1,260 | Expense |

Carryover GIS contractual services delayed due to staffing changes at consultant

| | | | |
|---------------|--------------------------|-------|---------|
| 101-51420-221 | Small Equipment- Finance | 1,500 | Expense |
|---------------|--------------------------|-------|---------|

Carryover for purchase of safe

| | | | |
|---------------|----------------------------------|--------|---------|
| 101-51530-204 | Contractual Services - Assessing | 57,400 | Expense |
|---------------|----------------------------------|--------|---------|

Carryover for revaluation

| | | | |
|---------------|-----------------------------------|-------|---------|
| 101-51650-242 | Contractual Services-General Fund | 7,200 | Expense |
| 610-53614-204 | Contractual Services - Sewer | 1,440 | Expense |
| 620-53924-204 | Contractual Services - Water | 1,368 | Expense |
| 630-53444-204 | Contractual Services - Storm | 2,520 | Expense |

Carryover for sewer line issues at Village Hall

| | | | |
|---------------|-------------|---------|---------|
| 101-51780-290 | Contingency | 183,263 | Expense |
|---------------|-------------|---------|---------|

Carryover for 2021 Budget - no funds used in 2020

| | | | |
|---------------|--|-------|---------|
| 101-55200-204 | Contractual Services - Parks | 1,665 | Expense |
| 101-55300-204 | Contractual Services - Recreation | 1,665 | Expense |
| 101-53300-204 | Contractual Services - DPW Vehicle Maintenance | 1,665 | Expense |
| 610-53614-204 | Contractual Services - Sewer | 1,665 | Expense |
| 620-53924-204 | Contractual Services - Water | 1,665 | Expense |
| 630-53614-204 | Contractual Services - Storm | 1,665 | Expense |

Carryover of Work Order Software project in progress

| | | | |
|---------------|-----------------------------|--------|---------|
| 101-53100-306 | DPW - Buildings and Grounds | 10,000 | Expense |
|---------------|-----------------------------|--------|---------|

Stabilize Yard Waste Site and cover exterior wash (MS4)

| | | | |
|---------------|----------------------------------|-------|---------|
| 204-55420-302 | Equipment Replacement - Aquatics | 4,415 | Expense |
|---------------|----------------------------------|-------|---------|

Paint for second half of pool maintenance

| | | | |
|---------------|--|-------|---------|
| 101-56700-204 | Contractual Services - Econ Dev General Fund | 3,200 | Expense |
|---------------|--|-------|---------|

Soil borings on Bluff Ave

| | | | |
|--------------------|--|-------|--|
| N/A - General Fund | Financial Assistance Funding not provided in 2020 due to COVID | 3,696 | Revenue received in 2020 but assistance not offered due to COVID |
| 101-55200-225 | Park Bench Memorial - Parks | 1,546 | Expense |
| N/A - Aquatics | Financial Assistance Funding not provided in 2020 due to COVID | 500 | Revenue received in 2020 but assistance not offered due to COVID |
| 101-52200-213 | Safety Equipment - Fire | 600 | Expense |

Donations receive for Parks and Fire not spent prior to year end

| | | | |
|---------------|--------------------------------|--------|---------|
| 101-52200-302 | Equipment Replacement-Fire | 8,000 | Expense |
| 207-52120-306 | Buildings and Grounds - FVMMPD | 32,000 | Expense |

Carryover for purchase of generator - funding for additional cost from eligible aids in 2020 and overall budget savings - ALSO UNDER SPECIAL CONSIDERATION

| | | | |
|--------------|----------------------------|-------|---------|
| 101-5500-204 | Contractual Services -Fire | 4,100 | Expense |
|--------------|----------------------------|-------|---------|

Fire Study carryover - ALSO UNDER SPECIAL CONSIDERATION

| | | | |
|---------------|-------------------------------|--------|---------|
| 101-53300-216 | Constructions Materials - DPW | 14,000 | Expense |
|---------------|-------------------------------|--------|---------|

Street Repairs and Maintenance not completed in 2020

| | | | |
|---------------|---------------------|--------|---------|
| 206-55110-306 | Library Renovations | 60,861 | Expense |
|---------------|---------------------|--------|---------|

Carryover for project in progress

| | | | |
|---------------|---------------------|--------|---------|
| 207-52120-303 | Vehicle Replacement | 11,178 | Expense |
|---------------|---------------------|--------|---------|

Outfitting of new vehicle not completed until 2021

| | | | |
|---------------|--|--------|---------|
| 404-57190-204 | Contractual Services-Facility and Technology Fund | 15,000 | Expense |
| 404-57190-302 | Equipment Replacement - Facility and Technology Fund | 15,000 | Expense |

Geofencing, Dual Authentication and Public Access projects in progress

| | | | |
|---------------|----------------------------------|-----------|---------|
| 416-51216-263 | Ebben Storm Sewer - Construction | 1,561,614 | Expense |
|---------------|----------------------------------|-----------|---------|

Project in Progress

| | | | |
|---------------|---|---------|---------|
| 416-51218-263 | Traffic Signal N and Evergreen - Construction | 172,760 | Expense |
|---------------|---|---------|---------|

Project in Progress

| | | | |
|---------------|--|---------|---------|
| 418-51219-263 | Hotel Development - Storm Construction | 587,116 | Expense |
|---------------|--|---------|---------|

Project in progress

| | | | |
|---------------|-----------------------------------|--------|---------|
| 418-57800-300 | Land Acquisition - Rehabilitation | 60,000 | Expense |
|---------------|-----------------------------------|--------|---------|

Project not started yet

| | | | |
|---------------|--------------------------------|---------|---------|
| 420-57620-277 | Nelson Crossing - Construction | 273,069 | Expense |
|---------------|--------------------------------|---------|---------|

Project in progress

| | | | |
|---------------|-----------------------------|--------|---------|
| 452-57300-263 | Temp Lights Cty OO & French | 30,000 | Expense |
|---------------|-----------------------------|--------|---------|

Project carried over to 2021

| | | | |
|---------------|-------------------------|-------|---------|
| 610-53612-221 | Small Equipment - Sewer | 6,500 | Expense |
|---------------|-------------------------|-------|---------|

Sewer camera budgeted but not purchased until 2021

| | | | |
|---------------|------------------------------|--------|---------|
| 620-53604-302 | Well # 3 Pull and Inspection | 45,250 | Expense |
|---------------|------------------------------|--------|---------|

Project in progress

| | | | |
|----------------------------|----------------------------------|---------|---|
| 630-33290 | Vandenbroek SW Grant | 110,000 | Revenue not received in 2020 so need to rebudget for 2021 |
| 630-51214-263 | Vandenbroek Pond | 293,841 | Expense |
| Project in progress | | | |
| 630-51223-263 | Lyle Street Construction - Storm | 109,800 | Expense |
| Project in progress | | | |
| 630-53442-301 | MSB Storage Bins | 9,206 | Expense |
| Project in progress | | | |
| | | | General Fund |
| | | | 303,100 |

Budget Carryover 2020-2021 - Special Consideration (2/3 vote required funded by 2020 Budget Dollars)

| | | | |
|---|----------------------|--------|---------|
| 101-51420-204 | Contractual Services | 10,000 | Expense |
| Carryover contractual savings for technical accounting support | | | |
| 101-55200-204 | Contractual Services | 20,000 | Expense |
| Carryover to fund security cameras at Heesakker, Legion and Van Lieshout Parks | | | |
| 101-55200-204 | Contractual Services | 2,500 | Expense |
| Carryover to fund Comprehensive Outdoor Rec Plan - bids higher than budget | | | |

| | | | |
|--|--------------------------------|--------|---------|
| 101-52200-302 | Equipment Replacement-Fire | 11,300 | Expense |
| 207-52120-306 | Buildings and Grounds - FVMPPD | 45,200 | Expense |
| Carryover for purchase of generator - funding for additional cost from eligible aids in 2020 and overall budget saving: | | | |

| | | | |
|---|-------------------------------|--------|---------|
| 101-5500-204 | Fire Space and Needs Analysis | 10,900 | Expense |
| To continue efforts identified in Fire Study completed in 2020 | | | |

| | | | |
|--|---------------------|--------|---------|
| 101-51400-204 | Wage and Comp Study | 20,000 | Expense |
| Carryout Strategic Goal for Efficient and High Performing Government addressing personnel resources | | | |

| | | | |
|---|--|-------|---------------------|
| 404-57190-204 | Contractual Services-Facility and Technology Fund | 2,500 | Expense |
| 404-57190-302 | Equipment Replacement - Facility and Technology Fund | 7,500 | Expense |
| To improve public access to virtual meetings | | | |
| | | | General Fund |
| | | | 74,700 |

2020 Assigned Fund Balance

| | | | |
|--|---|---------|--------|
| 101-29221 | Assigned FB - Future Development Incentive | 400,000 | Equity |
| Existing 2019 Balance of \$100,000 and add \$300,000 to fully fund future Fox River Group | | | |
| 101-29990 | Assigned Fund Balance - Carryover | 377,800 | Equity |
| Total of Carryover and Special Consideration Carryover 2020-2021 | | | |
| 101-29222 | Assigned Fund Balance - Transfer in 2021 to Façade Loan Program | 100,000 | Equity |
| Additional funding for expected Façade Loan Program applications in 2021 | | | |
| 101-29223 | Assigned Fund Balance - Debt Retirement | 800,000 | Equity |
| Analyze for callable debt or reduce next debt issue per policy | | | |

2021 Budget Amendments

| | | | |
|---|----------------------|--------|---------|
| 101-38622 | Other Reimbursements | 20,925 | Revenue |
| 101-51900-230 | Workers Compensation | 20,925 | Expense |
| Record funding for Leagues Sponsored Rebound Program | | | |

| | | | |
|---|----------------------|----------|---------|
| 620-53624-204 | Contractual Services | 21,564 | Expense |
| 620-53644-301 | Meter Technology | 15,936 | Expense |
| 620-53634-255 | Maintenance of Plant | (37,500) | Expense |
| Well site Hartzheim Drive Special Assessment - fund from error of duplicate capital budget line items discovered | | | |

| | | | |
|---------------|---|---------|---------|
| 101-34413 | Recreation Program Revenue - GF | (1,090) | Revenue |
| 208-34413 | Recreation Program Revenue - Van Lieshout | 1,090 | Revenue |
| 101-55300-102 | Part-time wages - GF | (2,372) | Expense |
| 208-52900-102 | Part-time wages - Van Lieshout | 2,372 | Expense |
| 101-55300-103 | Part-time wages - GF | (182) | Expense |
| 208-52900-103 | Part-time wages - Van Lieshout | 182 | Expense |
| 101-55300-218 | Operational Supplies - GF | (200) | Expense |
| 208-52900-218 | Operational Supplies - Van Lieshout | 200 | Expense |

Youth Dance Program moved from GF to Van Lieshout - COVID related NOTE: Difference of revenue vs expense funded via fund balance
Van Lieshout Fund is currently negative and has Advance from General Fund

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: 2020 Budget Amendments, Budget Carryover 2020-2021, 2020 Fund Balance Assignments and 2021 Budget Adjustments

PREPARED BY: Lisa Remiker-DeWall, Finance Director

REPORT DATE: March 12, 2020

ADMINISTRATOR'S REVIEW/COMMENTS:

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

EXPLANATION:

Please see attached for explanations of the various budget amendments including documentation of compliance with Fund Balance Policy adopted in December 2020. The 2020 Budget Adjustments reflect various Village Board actions taken during the year that have not yet been formally addressed for an actual budget amendment. The annual carryover for projects budgeted in 2020 but not yet complete are included to provide the necessary budget approval.

The Special Consideration Carryover requests comply with specific action necessary (2/3 vote required) per the formal Fund Balance Policy established in 2020. Documentation side by side with the policy is attached for your reference to follow the calculations. Included with this process is to formally document approval for the 2020 Fund Balance Assignments.

The 2021 Budget Amendments reflect actions to date by the Village Board or other unanticipated changes since budget was adopted.

Please contact either the Administrator or me for any questions you may have prior to the Village Board meeting.

RECOMMENDATION: Please approve the 2020 Budget Amendments, 2020-2021 Budget Carryover and the Assigned Fund Balance Designations for the 2020 Comprehensive Financial Report and the 2021 Budget Amendments as presented in attached documentation.

2020 Budget Amendments

| | | | |
|---------------|-----------------------------------|--------|---------|
| 101-33110 | Federal Grants - FEMA | 28,291 | Revenue |
| 101-33290 | State Grants - DNR Urban Forestry | 46,309 | Revenue |
| 101-55440-204 | Forestry Contractual Services | 29,300 | Expense |
| 101-55440-215 | Forestry - Tree Program | 38,000 | Expense |
| 101-55440-247 | Forestry - Vehicles | 7,300 | Expense |

July 2019 Storm Event Expenditures in 2020 for restoration

| | | | |
|---------------|-------------------------|-------|---------|
| 101-38303 | Fire Donations | 5,000 | Revenue |
| 101-52200-213 | Fire - Safety Equipment | 5,000 | Expense |

Donation received for inflatable boat

| | | | |
|---------------|-----------------------------------|---------|---------|
| 101-57610-263 | Development Inc - Fox River Group | 182,240 | Expense |
|---------------|-----------------------------------|---------|---------|

Land incentive provided for Sr Housing Development - Econ Dev General Fund

| | | | |
|---------------|--|--------|---------|
| 101-33290 | Cares Act Funding | 433 | Revenue |
| 207-33290 | Cares Act Funding | 40,462 | Revenue |
| 101-52200-111 | Special Provision for Public Safety Salaries - COVID | 433 | Expense |
| 207-52120-101 | Special Provision for Public Safety Salaries - COVID | 40,462 | Expense |

Recognize the personnel provision of Cares Act Funding

| | | | |
|---------------|--------------------------------------|---------|---------|
| 414-51025-263 | Construction-TID 4 Evergreen Phase 1 | 9,700 | Expense |
| 414-57400-267 | Development Inc - Crosswinds | 359,000 | Expense |
| 414-57400-268 | Development Inc - Prairewater | 32,000 | Expense |
| 414-57400-262 | Legal - Audit TID 4 30% Audit | 4,000 | Expense |

Correction of 2020 Budget due to error on not taking into consideration partial assessment when developing budget for development incentives, poor soil conditions cost overrun Evergreen and TID 4 compliance audit that was overdue

| | | | |
|---------------|-------------------------------|-------|---------|
| 415-57500-262 | Legal - Audit TID 5 30% Audit | 4,000 | Expense |
|---------------|-------------------------------|-------|---------|

Overdue 30% TID Compliance Audit

| | | | |
|---------------|--|--------|---------|
| 416-50227-263 | Construction - Buchanann cost overruns | 21,600 | Expense |
| 416-57600-262 | Legal-Audit - Debt issuance cost allocation and selling at premium | 76,100 | Expense |
| 416-XXXX-XXX | Labor - Eng. planning Hartzheim not included in original budget | 20,000 | Expense |
| 416-51211-204 | Contractual Services - Asbestos Abatement Karen Dr | 8,900 | Expense |

Update for changes from original budget adoption

| | | | |
|---------------|--------------------------------------|--------|---------|
| 417-51025-263 | Construction-TID 7 Evergreen Phase 1 | 17,400 | Expense |
|---------------|--------------------------------------|--------|---------|

Cost overrun due to soil conditions

| | | | |
|---------------|-----------------------------|---------|---------|
| 418-51225-300 | Land for Downtown Mixed Use | 254,193 | Expense |
|---------------|-----------------------------|---------|---------|

Closed in 2020 vs anticipated 2021 - NOTE: 2021 Budget Amendment to remove below

| | | | |
|---------------|---|--------|---------|
| 418-57800-262 | Legal-Audit - Debt issuance cost allocation and selling at premium | 27,300 | Expense |
| 418-50232-101 | Labor - Eng. planning Pine St Parking not included in original budget | 10,000 | Expense |

Update for changes from original budget adoption

| | | | |
|---------------|------------------------------|---------|---------|
| 420-57620-277 | Nelson Crossing Construction | 379,720 | Expense |
|---------------|------------------------------|---------|---------|

True up budget for donations and fiscal administration changes to facilitate grant process

Budget Carryover 2020-2021 - Note all items previously funded in the 2020 Budget

| | | | |
|---------------|--------------------|-------|---------|
| 101-51415-204 | GIS - General Fund | 3,600 | Expense |
| 610-53614-204 | GIS - Sewer | 720 | Expense |
| 620-53924-204 | GIS - Water | 684 | Expense |
| 630-53444-204 | GIS - Storm | 1,260 | Expense |

Carryover GIS contractual services delayed due to staffing changes at consultant

| | | | |
|---------------|--------------------------|-------|---------|
| 101-51420-221 | Small Equipment- Finance | 1,500 | Expense |
|---------------|--------------------------|-------|---------|

Carryover for purchase of safe

| | | | |
|---------------|----------------------------------|--------|---------|
| 101-51530-204 | Contractual Services - Assessing | 57,400 | Expense |
|---------------|----------------------------------|--------|---------|

Carryover for revaluation

| | | | |
|---------------|-----------------------------------|-------|---------|
| 101-51650-242 | Contractual Services-General Fund | 7,200 | Expense |
| 610-53614-204 | Contractual Services - Sewer | 1,440 | Expense |
| 620-53924-204 | Contractual Services - Water | 1,368 | Expense |
| 630-53444-204 | Contractual Services - Storm | 2,520 | Expense |

Carryover for sewer line issues at Village Hall

| | | | |
|---------------|-------------|---------|---------|
| 101-51780-290 | Contingency | 183,263 | Expense |
|---------------|-------------|---------|---------|

Carryover for 2021 Budget - no funds used in 2020

| | | | |
|---------------|--|-------|---------|
| 101-55200-204 | Contractual Services - Parks | 1,665 | Expense |
| 101-55300-204 | Contractual Services - Recreation | 1,665 | Expense |
| 101-53300-204 | Contractual Services - DPW Vehicle Maintenance | 1,665 | Expense |
| 610-53614-204 | Contractual Services - Sewer | 1,665 | Expense |
| 620-53924-204 | Contractual Services - Water | 1,665 | Expense |
| 630-53614-204 | Contractual Services - Storm | 1,665 | Expense |

Carryover of Work Order Software project in progress

| | | | |
|---------------|-----------------------------|--------|---------|
| 101-53100-306 | DPW - Buildings and Grounds | 10,000 | Expense |
|---------------|-----------------------------|--------|---------|

Stabilize Yard Waste Site and cover exterior wash (MS4)

| | | | |
|---------------|----------------------------------|-------|---------|
| 204-55420-302 | Equipment Replacement - Aquatics | 4,415 | Expense |
|---------------|----------------------------------|-------|---------|

Paint for second half of pool maintenance

| | | | |
|---------------|--|-------|---------|
| 101-56700-204 | Contractual Services - Econ Dev General Fund | 3,200 | Expense |
|---------------|--|-------|---------|

Soil borings on Bluff Ave

| | | | |
|--------------------|--|-------|--|
| N/A - General Fund | Financial Assistance Funding not provided in 2020 due to COVID | 3,696 | Revenue received in 2020 but assistance not offered due to COVID |
| 101-55200-225 | Park Bench Memorial - Parks | 1,546 | Expense |
| N/A - Aquatics | Financial Assistance Funding not provided in 2020 due to COVID | 500 | Revenue received in 2020 but assistance not offered due to COVID |
| 101-52200-213 | Safety Equipment - Fire | 600 | Expense |

Donations receive for Parks and Fire not spent prior to year end

| | | | |
|---------------|-------------------------------|--------|---------|
| 101-52200-302 | Equipment Replacement-Fire | 8,000 | Expense |
| 207-52120-306 | Buildings and Grounds - FVMPD | 32,000 | Expense |

Carryover for purchase of generator - funding for additional cost from eligible aids in 2020 and overall budget savings - ALSO UNDER SPECIAL CONSIDERATION

| | | | |
|--------------|----------------------------|-------|---------|
| 101-5500-204 | Contractual Services -Fire | 4,100 | Expense |
|--------------|----------------------------|-------|---------|

Fire Study carryover - ALSO UNDER SPECIAL CONSIDERATION

| | | | |
|---------------|-------------------------------|--------|---------|
| 101-53300-216 | Constructions Materials - DPW | 14,000 | Expense |
|---------------|-------------------------------|--------|---------|

Street Repairs and Maintenance not completed in 2020

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|---------------|---------------------|--------|---------|
| 206-55110-306 | Library Renovations | 60,861 | Expense |
|---------------|---------------------|--------|---------|

Carryover for project in progress

| | | | |
|---------------|---------------------|--------|---------|
| 207-52120-303 | Vehicle Replacement | 11,178 | Expense |
|---------------|---------------------|--------|---------|

Outfitting of new vehicle not completed until 2021

| | | | |
|---------------|--|--------|---------|
| 404-57190-204 | Contractual Services-Facility and Technology Fund | 15,000 | Expense |
| 404-57190-302 | Equipment Replacement - Facility and Technology Fund | 15,000 | Expense |

Geofencing, Dual Authentication and Public Access projects in progress

| | | | |
|---------------|----------------------------------|-----------|---------|
| 416-51216-263 | Ebben Storm Sewer - Construction | 1,561,614 | Expense |
|---------------|----------------------------------|-----------|---------|

Project in Progress

| | | | |
|---------------|---|---------|---------|
| 416-51218-263 | Traffic Signal N and Evergreen - Construction | 172,760 | Expense |
|---------------|---|---------|---------|

Project in Progress

| | | | |
|---------------|--|---------|---------|
| 418-51219-263 | Hotel Development - Storm Construction | 587,116 | Expense |
|---------------|--|---------|---------|

Project in progress

| | | | |
|---------------|-----------------------------------|--------|---------|
| 418-57800-300 | Land Acquisition - Rehabilitation | 60,000 | Expense |
|---------------|-----------------------------------|--------|---------|

Project not started yet

| | | | |
|---------------|--------------------------------|---------|---------|
| 420-57620-277 | Nelson Crossing - Construction | 273,069 | Expense |
|---------------|--------------------------------|---------|---------|

Project in progress

| | | | |
|---------------|-----------------------------|--------|---------|
| 452-57300-263 | Temp Lights Cty OO & French | 30,000 | Expense |
|---------------|-----------------------------|--------|---------|

Project carried over to 2021

| | | | |
|---------------|-------------------------|-------|---------|
| 610-53612-221 | Small Equipment - Sewer | 6,500 | Expense |
|---------------|-------------------------|-------|---------|

Sewer camera budgeted but not purchased until 2021

| | | | |
|---------------|------------------------------|--------|---------|
| 620-53604-302 | Well # 3 Pull and Inspection | 45,250 | Expense |
|---------------|------------------------------|--------|---------|

Project in progress

| | | | |
|---------------|----------------------|---------|---|
| 630-33290 | Vandenbroek SW Grant | 110,000 | Revenue not received in 2020 so need to rebudget for 2021 |
| 630-51214-263 | Vandenbroek Pond | 293,841 | Expense |

Project in progress

| | | | |
|---------------|----------------------------------|---------|---------|
| 630-51223-263 | Lyle Street Construction - Storm | 109,800 | Expense |
|---------------|----------------------------------|---------|---------|

Project in progress

| | | | |
|---------------|------------------|-------|---------|
| 630-53442-301 | MSB Storage Bins | 9,206 | Expense |
|---------------|------------------|-------|---------|

Project in progress

**General
Fund
303,100**

Budget Carryover 2020-2021 - Special Consideration (2/3 vote required funded by 2020 Budget Dollars)

| | | | |
|---------------|----------------------|--------|---------|
| 101-51420-204 | Contractual Services | 10,000 | Expense |
|---------------|----------------------|--------|---------|

Carryover contractual savings for technical accounting support

| | | | |
|---------------|----------------------|--------|---------|
| 101-55200-204 | Contractual Services | 20,000 | Expense |
|---------------|----------------------|--------|---------|

Carryover to fund security cameras at Heesakker, Legion and Van Lieshout Parks

| | | | |
|---------------|----------------------|-------|---------|
| 101-55200-204 | Contractual Services | 2,500 | Expense |
|---------------|----------------------|-------|---------|

Carryover to fund Comprehensive Outdoor Rec Plan - bids higher than budget

| | | | |
|---------------|-------------------------------|--------|---------|
| 101-52200-302 | Equipment Replacement-Fire | 11,300 | Expense |
| 207-52120-306 | Buildings and Grounds - FVMPD | 45,200 | Expense |

Carryover for purchase of generator - funding for additional cost from eligible aids in 2020 and overall budget savings

| | | | |
|--------------|-------------------------------|--------|---------|
| 101-5500-204 | Fire Space and Needs Analysis | 10,900 | Expense |
|--------------|-------------------------------|--------|---------|

To continue efforts identified in Fire Study completed in 2020

| | | | |
|---------------|---------------------|--------|---------|
| 101-51400-204 | Wage and Comp Study | 20,000 | Expense |
|---------------|---------------------|--------|---------|

Carryout Strategic Goal for Efficient and High Performing Government addressing personnel resources

| | | | |
|---------------|--|-------|---------|
| 404-57190-204 | Contractual Services-Facility and Technology Fund | 2,500 | Expense |
| 404-57190-302 | Equipment Replacement - Facility and Technology Fund | 7,500 | Expense |

To improve public access to virtual meetings

**General
Fund
74,700**

2020 Assigned Fund Balance

| | | | |
|-----------|--|---------|--------|
| 101-29221 | Assigned FB - Future Development Incentive | 400,000 | Equity |
|-----------|--|---------|--------|

Existing 2019 Balance of \$100,000 and add \$300,000 to fully fund future Fox River Group

| | | | |
|-----------|-----------------------------------|---------|--------|
| 101-29990 | Assigned Fund Balance - Carryover | 377,800 | Equity |
|-----------|-----------------------------------|---------|--------|

Total of Carryover and Special Consideration Carryover 2020-2021

| | | | |
|-----------|---|---------|--------|
| 101-29222 | Assigned Fund Balance - Transfer in 2021 to Façade Loan Program | 100,000 | Equity |
|-----------|---|---------|--------|

Additional funding for expected Façade Loan Program applications in 2021

| | | | |
|-----------|---|---------|--------|
| 101-29223 | Assigned Fund Balance - Debt Retirement | 800,000 | Equity |
|-----------|---|---------|--------|

Analyze for callable debt or reduce next debt issue per policy

2021 Budget Amendments

| | | | |
|-----------|----------------------|--------|---------|
| 101-38622 | Other Reimbursements | 20,925 | Revenue |
|-----------|----------------------|--------|---------|

| | | | |
|---------------|----------------------|--------|---------|
| 101-51900-230 | Workers Compensation | 20,925 | Expense |
|---------------|----------------------|--------|---------|

Record funding for Leagues Sponsored Rebound Program

| | | | |
|---------------|----------------------|--------|---------|
| 620-53624-204 | Contractual Services | 21,564 | Expense |
|---------------|----------------------|--------|---------|

| | | | |
|---------------|------------------|--------|---------|
| 620-53644-301 | Meter Technology | 15,936 | Expense |
|---------------|------------------|--------|---------|

| | | | |
|---------------|----------------------|----------|---------|
| 620-53634-255 | Maintenance of Plant | (37,500) | Expense |
|---------------|----------------------|----------|---------|

Well site Hartzheim Drive Special Assessment - fund from error of duplicate capital budget line items discovered

| | | | |
|-----------|---------------------------------|---------|---------|
| 101-34413 | Recreation Program Revenue - GF | (1,090) | Revenue |
|-----------|---------------------------------|---------|---------|

| | | | |
|-----------|---|-------|---------|
| 208-34413 | Recreation Program Revenue - Van Lieshout | 1,090 | Revenue |
|-----------|---|-------|---------|

| | | | |
|---------------|----------------------|---------|---------|
| 101-55300-102 | Part-time wages - GF | (2,372) | Expense |
|---------------|----------------------|---------|---------|

| | | | |
|---------------|--------------------------------|-------|---------|
| 208-52900-102 | Part-time wages - Van Lieshout | 2,372 | Expense |
|---------------|--------------------------------|-------|---------|

| | | | |
|---------------|----------------------|-------|---------|
| 101-55300-103 | Part-time wages - GF | (182) | Expense |
|---------------|----------------------|-------|---------|

| | | | |
|---------------|--------------------------------|-----|---------|
| 208-52900-103 | Part-time wages - Van Lieshout | 182 | Expense |
|---------------|--------------------------------|-----|---------|

| | | | |
|---------------|---------------------------|-------|---------|
| 101-55300-218 | Operational Supplies - GF | (200) | Expense |
|---------------|---------------------------|-------|---------|

| | | | |
|---------------|-------------------------------------|-----|---------|
| 208-52900-218 | Operational Supplies - Van Lieshout | 200 | Expense |
|---------------|-------------------------------------|-----|---------|

Youth Dance Program moved from GF to Van Lieshout - COVID related NOTE: Difference of revenue vs expense funded via fund balance

Van Lieshout Fund is currently negative and has Advance from General Fund

| | | | |
|--|---|-----------|---------|
| 630-33290 | Vandenbroek Storm Grant | 7,800 | Revenue |
| 630-51214-263 | Vandenbroek Storm Construction | 7,800 | Expense |
| Grant higher than anticipated | | | |
| 452-51226-204 | Hickory Drive | 10,000 | Expense |
| Fund Village of Little Chute share of Hickory Drive Reconstruction | | | |
| 418-51225-300 | Land for Downtown Mixed Use | (254,193) | Expense |
| Closed in 2020 vs anticipated 2021 - Note: 2020 Budget Adjustment to increase above | | | |
| 101-59000-491 | Transfer to Special Revenue - Façade Loan Program | 100,000 | Expense |
| 222-39101 | Transfer In - General Fund | 100,000 | Revenue |
| Additional funding for expected Façade Loan Program applications in 2021 | | | |

FUND BALANCE AND RESERVE POLICIES

Purpose: A fund balance is the difference between total assets and total liabilities and may be positive or negative. A fund balance in an enterprise fund (utilities) is referred to as total net position. The objectives of this policy are to preserve the credit worthiness of the Village, provide working capital to meet cash flow needs during the year (majority of State Aids not received until late November) plus provide a comfortable margin of safety to address emergencies and unexpected declines in revenues. Reserves make sure the Village of Little Chute can respond quickly and decisively supporting vital public services. The following reserve policies describes how much we will try to retain and acceptable uses of the reserves.

General Fund Policy: This Village policy addresses the desired level of fund balance to be maintained in the general fund, the primary operating fund of the Village. Governmental funds report up to five different components of fund balance designed to indicate both the constraints on how resources of the fund can be spent and the source of the constraints. The various components are listed from most constraining to least:

- **Nonspendable:** Some resources cannot be spent because they are not in spendable form. Examples include inventories, prepaid items, land held for resale and long-term receivables. Other resources may be legally or contractually required to be maintained intact such as an endowment fund.
- **Restricted:** This includes constraints on the use of resources that are externally enforceable such as unspent debt proceeds. Such restrictions also may be the result from constitutional provisions or enabling legislation.
- **Committed fund balance:** A government at its highest level of decision-making authority may formally place a constraint on the use of its own resources that remains legally binding unless removed in the same manner. The Village will maintain a committed fund balance of 25% of the ensuing year's general fund operating expenditure budget. $421,418 \times 25\%$
- **Assigned fund balance:** This category will be established annually in February for the preceding year's financial statement (decisions made based on estimated final figures for the reporting period) for specified purposes, including but not limited to contingencies, compensated absences or other one-time expenditures. At least 50% of General Fund balances in excess of the Nonspendable, Restricted and Committed Fund Balance will be used for the reduction of long-term liabilities (either to lower ensuing year's debt issuance or for the defeasance of callable debt). The Finance Director in conjunction with our Financial Advisor will recommend the most cost-effective debt reduction option. The Village Administrator will recommend a plan for the remaining funds subject to Village Board approval that may include one-time General Fund expenditures, provide additional safeguard of working capital reserves, reduction of debt, or to keep the funds unassigned.
- **Unassigned fund balance:** It is perfectly reasonable for the general fund to report total fund balance more than the previous four components.

* Note amount 12-31-19 \$1,593,601

Σ(A) Total Debt Retirement
\$800,000 -

12-31-2020 Projected
5,098,408

Prepaid < 8,781 >
Advances < 2,086,069 >
{ ∅
{ < 1,052,855 >
Current: Fox River Group < 100,000 >
Carryover < 303,100 >
* Estimated 12-31-2020 1,547,603

50% Debt Retirement (A) 773801⁵⁰ 773801⁵⁰
Add to Fox River Group Assignment < 300,000 >
Special Consideration Carryover < 74,700 >
Facade Loan Program < 100,000 >
Additional Debt Retirement (A) < 26,198⁵⁰ >
Unassigned \$ 272,903

VILLAGE OF LITTLE CHUTE
ADVANCE ROLL FORWARD
DECEMBER 31, 2020

| <u>FUND</u> | <u>PAYABLE FUND</u> | <u>RECEIVABLE FUND</u> | <u>BEGINNING BALANCE</u> | <u>Additon</u> | <u>REPAID</u> | <u>ENDING BALANCE</u> |
|-------------|---------------------|------------------------|--------------------------|----------------|---------------|--------------------------------|
| 208 | Van Lieshout | General | | 33,000.00 | | 33,000.00 101-13132 208-21491 |
| 414 | TID #4 | General | | | | |
| 415 | TID #5 | General | 263,568.65 | | | 263,568.65 101-13185 415-21491 |
| 416 | TID #6 | Stormwater | 881,500.00 | | | 881,500.00 630-13186 416-21412 |
| | TID # 6 | General | 964,000.00 | | | 964,000.00 101-13186 414-21491 |
| 417 | TID #7 | General | 19,500.00 | 140,000.00 | | 159,500.00 101-13187 417-21491 |
| 418 | TID #8 | General | 60,000.00 | | | 60,000.00 101-13188 418-21491 |
| 420 | Park Improvement | General | - | 606,000.00 | | 606,000.00 101-13131 420-21491 |

TOTAL TID ADVANCES

\$ 2,188,568.65 \$ 779,000.00 \$ - \$ - \$ 2,967,568.65

GF 2086069

INTEREST EXPLANATION

| | <u>MONTHS</u> | <u>ADVANCE</u> | <u>RATE</u> | <u>INTEREST</u> | <u>POSTED</u> | <u>Expenditure</u> |
|------------------|---------------|--------------------------|----------------|------------------------|---------------------|--------------------------------|
| Van Lieshout | 6 | 33,000.00 | 3.00% | 495.00 | \$ 495.00 | 208-52900-431 |
| TID #4 | 0 | | 3.00% | | \$ | 414-57400-431 |
| TID #5 | 12 0 | 263,568.65 | 3.00% 3.00% | 7,907.06 - | \$ 7,907.06 | 415-57500-431 |
| TID #6 | 12 12 | 881,500.00 964,000.00 | 3.00% 3.00% | 26,445.00 28,920.00 | \$ 55,365.00 | 416-57600-431 416-57600-431 |
| TID # 7 | 11 1 | 19,500.00 140,000.00 | 3.00% 3.00% | 536.25 350.00 | \$ 886.25 | 417-57600-431 |
| TID # 8 | 12 | 60,000.00 | 3.00% | 1,800.00 | \$ 1,800.00 | 418-57600-431 |
| Park Improvement | 1 | 606,000.00 | 1.25% | 631.25 | \$ 631.25 | 420-57600-431 |
| | | <u>2,967,568.65</u> | | | <u>\$ 67,084.56</u> | |
| | | | | | \$ 40,144.56 | 101-36103 |
| | | | | | \$ 26,445.00 | 630-36103 |

| |
|---|
| ITEM DESCRIPTION: K-9 Handler MOU |
| PREPARED BY: Chief Daniel M. Meister |
| REPORT DATE: 03/10/21 |
| ADMINISTRATOR'S REVIEW/COMMENTS: |
| EXPLANATION: The police department needs to select and assign an officer to work with the police canine that we anticipate acquiring in the fall. Since this is a new assignment within the organization, we have to have memorandum of understanding with the officer's union regarding wages, benefits, etc. The current labor agreement has no language regarding this special position. The union has voted on a MOU that now needs to be approved by both villages. |
| RECOMMENDATION: The village board approves the MOU and authorizes the administrators to sign and execute the proposed agreement. |

MEMORANDUM OF UNDERSTANDING
Between the Villages of Little Chute and Kimberly and the Fox
Valley Metro Police Association Local 152 represented by the
Wisconsin Professional Police Association / LEER
RE: Canine Officer

This Letter of Understanding outlines an agreement reached between the Village of Little Chute and Kimberly ("Village") and the Fox Valley Metro Police Association Local 152 represented by the Wisconsin Professional Police Association / LEER ("Association"), concerning the application and interpretation of the Collective Bargaining Agreement and the Fair Labor Standards Act to certain aspects of the canine handler ("handler") employee's wages, hours, and conditions of employment. This Letter of Understanding supplements the current Agreement between the parties.

- 1) **Commitment Required:** Due to the expense and training involved, an employee selected to be a handler must make a six-year commitment with the understanding that the actual length of the assignment may be influenced by the service life of the dog. The Chief of Police reserves the management right to extend or shorten the term of the assignment.
 - a) If the handler or the dog are unable to perform in their respective capacities because of circumstances that remove them from work (e.g., illness, injury, promotion, etc.), or as otherwise determined by the Villages, the Villages reserves the right to terminate the assignment or reassign the dog to another handler.
- 2) **Classification:** For purposes of compensation, the canine handler is a duty-assignment and shall be classified as a Patrol Officer.
- 3) **Workday**
 - a) **Schedule:** The handler(s) will work Five (5) days on duty followed by three (3) days off duty with exception of the first cycle in January of each year where the handler(s) will work five (5) days on followed by two (2) days off. The Chief will have the discretion to assign the handler(s) to one of the patrols shifts in Article II – HOURS Section 2.10 with annual notification to the handler(s) of the shift assignment by no later than November 15 of the preceding year. The handler(s), provided that there are two (2) or more handlers, may be scheduled in such a manner as allowing for differing shift rotations.

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- b) **Commuting:** The handler may begin or end their regular shift from home only with approval of the Chief or designee.
 - c) Compensation for call-in shall apply when the canine handler(s) notifies dispatch when they are enroute, prepared to deliver services.
 - d) **Shift Trades:** Any shift trades will only be allowed with the prior approval of the Chief or designee.
 - e) **Overtime:** Consistent with Article III – OVERTIME, COURT, AND CALL-IN PAY, any work beyond the normal scheduled hours of work will be compensated at the rate of time-and-a-half.
- 4) **Special Equipment:** The Village will pay for any specialized gear or equipment that is unique to assignment of the canine upon approval of the Chief or designee. A newly assigned handler shall be paid a one-time payment in the amount of Two Hundred and Fifty dollars (\$250) on their first paycheck following assignment as compensation for any required adjustment in their uniform.
- 5) **Off-Duty Availability:** The handler(s) will be required to be available by cellular telephone during off-duty hours, unless on a scheduled leave day (e.g., vacation, compensatory time, etc.) or with prior approval of his or her supervisor. The handler(s) will not receive additional compensation for carrying the cellular telephone but may request a department-issued phone to be used exclusively for Village use.
- 6) **Ownership of the Canine:** The canine will be the sole property of the Village
- a) When the canine is retired (at the end of its effective working life, as determined by the Chief, or designee), the handler may be allowed to purchase the canine for one dollar (\$1.00).
 - b) On transfer of ownership to the handler, the Village will no longer be responsible for any costs, liability, responsibility, care, maintenance, or any other duties associated with the

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retired canine. No warranty or performance expectations concerning the canine are expressed or implied, and the canine is transferred to the new owner "as is".

- c) The Village reserves the right to stipulate that the Village canine be spayed or neutered, not be used for any financial gains to the canine handler and will not be sold or has ownership transferred to another for the life of canine. The canine will also not be used for further law enforcement purposes.
 - d) If the handler is not willing to accept the responsibilities associated with the ownership of the Village canine, then the Village will make arrangements for adoption or euthanasia.
 - e) If, upon conclusion of a handler's assignment as a canine handler, the canine has a useful service life remaining, it shall be the choice of the Village whether to retire or reassign the dog to another handler.
- 7) **Costs Associated with Canine:** All costs associated with maintaining the canine, including equipment, food, veterinary costs, kennel costs, certification, licensing, training, and training supplies, and insurance coverage, will be funded and approved by Village. The Village will pay for the initial installation of a kennel at the handler's residence with final approval of the design and costs at the discretion of the Village. The Chief, or designee, must approve all non-routine expenses – including veterinary costs – in advance. The final decision to make any expenditure – including veterinary costs – will be made by the Chief or designee, on behalf of the Village.
- 8) **Kenneling/Care of Canine/Compensation:**
- a) **Compensation:** Handlers(s) agree to perform daily care of the police dog. "Dog care" includes, but not limited to, time spent feeding, training, grooming, exercising or otherwise caring for the dog, as well as cleaning the home, kennel, and patrol vehicle and all veterinarian appointments. In return for these efforts, the handlers) shall be compensated as follows:

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i) Handler(s) will receive an additional 20 minutes (1/3 of an hour) pay at a rate of time and one half the handler's regular hourly rate of pay for each day of the year; paid to the handler in equal bi-weekly payments included on the handler(s) regular paycheck."

This provision is agreed to for the explicit purpose of complying with the Fair Labor Standards Act regarding overtime for the care of a law enforcement canine; and, in accordance with the Reich and Rudolph cases, the parties agree that this additional compensation meets or exceeds the requirements of that law.

Medical Care: Immunizations and routine medical needs shall be provided by the Village's chosen veterinarian, with prior approval. Veterinarian appointments should be made for when the handler(s) are not scheduled for regular shift coverage. Decisions regarding the medical treatment for the canine will be made by the Village, absent emergency or exigent circumstances making such input impractical.

- b) **Prior Approval:** The handler(s) shall receive approval of the Chief or designee if anyone other than the handler will be providing shelter and/or care to the canine.
- c) **Third-Party Kenneling:** The Village and Association recognize that there are unique commitments and responsibilities associated with the assignment as a canine handler. To that end, it is not intended that a canine will be kenneled on a routine basis (e.g., regular days off, sick leave etc.). The cost of kenneling services necessary to accommodate a handler's absence due to a planned and approved leave will be paid by the Village.

9) **Conditions of Employment:** Assignment as Handler:

- a) **Residence:** The handler must reside within a 15-mile distance (as the crow flies) of the border of the Village of Little Chute or Kimberly. If the handler does not meet the residency requirement at the time of appointment, the handler will have 12 months from the date of appointment to meet the residency requirement. The requirement to move within twelve

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(12) months may be extended at the sole discretion of the Village if the handler has been unable to sell their current home on the active market. Failure to meet the residency requirements may result in the dog being reassigned and the appointment of handler removed from the officer.

- b) **Home Kennel:** The handler is expected to maintain a suitable kennel for the canine at their home, and the Village reserves the right to approve and inspect the kennel at the handler's home.
- 10) **Take-Home Squad:** The handler(s) will be provided a designated, take-home patrol vehicle for the purpose of transporting the K-9 and responding to call-ins. This vehicle is not for personal use. The use of a take-home vehicle is subject to modification and/or revocation by the Chief of Police. Further, only authorized personnel, as determined by the Chief or designee, will be allowed to ride in the vehicle.
- 11) **Management Rights:** Nothing in this agreement is intended to erode or undermine the management rights afforded to the Village. Further, the Association acknowledges that the decision to employ a handler, or to employ more than one handler, is solely at management's discretion.
- 12) **Intent of the Parties:** This memorandum will be considered part of the status quo of the collective bargaining agreement at its expiration and will continue unless modified or eliminated by the parties in their negotiations for a successor agreement.
- 13) All other provisions of the collective bargaining agreement are unaffected by this agreement.
- 14) This represents the complete understanding of the parties on this issue. Any amendments or modifications to this agreement must be made in writing.
- 15) This agreement is effective on the last date signed below. Authentic fax or email signatures are as valid as an original.

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16) This Agreement is the result of mutual draftsmanship and shall not be interpreted against either party on grounds of sole authorship.

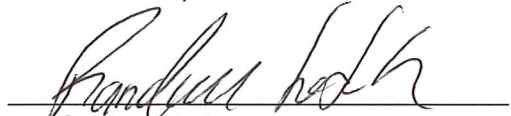
Agreed to by:

For the Village of Little Chute
James Fenlon, Administrator

Date

For the Village of Kimberly
Danielle Block, Administrator


Date



For the Association
Randal Lefebvre, President



Date



For the WPPA / LEER
Thomas A. Schrank, Business Agent



Date