



## AGENDA

# REGULAR BOARD MEETING

PLACE: Little Chute Village Hall  
DATE: Wednesday, May 19, 2021  
TIME: 6:00 P.M.

**Virtually attend the May 19th 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/96182372463>

Meeting ID: 921 8237 2463

+1 312 626 6799 US (Chicago)

Meeting ID: 921 8237 2463

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 May 5, 2021
2. Temporary Class "B" Retailers License for Cheesefest
3. Disbursement List

#### E. Other Informational Items—April Fire Monthly Report and April Monthly Report

#### F. Introduction of the New LCASD Superintendent and LC Can Update

#### G. Discussion/Action—Relocation of Trash Enclosure for Cobblestone Hotel

#### H. Discussion/Action—St. John's Parking Lot Change

- I. Committee/Commission Appointments
- J. Action—Appoint John Mc Donald as the Parks, Recreation and Forestry Director
- K. Action—Adopt Resolution No. 13, Series 2021 Agropur Land Transfer and Sale
- L. Action—2021 Budget Amendments
  - WE Energies
  - Vandenbroek Pond
- M. Department and Officers Progress Reports
- N. Action—CTH N Cost Share Agreement and Budget Adjustments
- O. Discussion/Action—Auction 422 W. North
- P. Discussion/Action—Board Room Monitor
- Q. Outagamie County MFR Expansion Site Plan Approval
- R. Action—Adopt Ordinance No. 5, Series 2021 Creating A Cooperative Agreement with Kaukauna Utilities for Collection of Delinquent Electric Utility Bills Using Tax Collection Process
- S. Action—Pine Street Public Improvements and Budget Adjustments
- T. Discussion—Covid-19 Update - Senior Recreation
- U. Call for Unfinished Business
- V. Items for Future Agenda
- W. Closed Sessions:
  - a) 19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Economic Development Negotiations*-Downtown Proposals and TID 7 Proposal
  - b) 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to be involved. *Review of Legal Counsel Guidance*
- X. Return to Open Session
- Y. 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: May 14, 2021

## MINUTES OF THE REGULAR BOARD MEETING OF MAY 5, 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  
John Elrick, Trustee  
Don Van Deurzen, Trustee  
James Hietpas, Trustee  
Bill Peerenboom, Trustee  
Brian Van Lankveldt, Trustee

### **Roll call of Officers and Department Heads**

PRESENT: James Fenlon, Village Administrator  
Dave Kittel, Community Development Director  
Kent Taylor, Director of Public Works  
Katherine Freund, LC Library Director  
Laurie Decker, Village Clerk  
Tyler Claringbole, Village Attorney  
Lisa Remiker-DeWall, Finance Director  
Officer R. Lozano and Lieutenant E. Slinde  
EXCUSED: Chris Murawski, Village Engineer  
Dan Meister, Fox Valley Metro Police Chief

### **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 April 21, 2021
2. Minutes of Special Board Meeting of April 28, 2021
3. Special Event Permits:
  - American Legion Memorial Day Parade, May 31, 2021
  - Rock Cancer, August 21, 2021
4. Temporary Class “B” Retailers License for Rock Cancer
5. Adopt Resolution No.12, Series 2021 Approving Cveten CSM
6. Disbursement List

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Peerenboom to Approve Consent Agenda items as listed*

Ayes 7, Nays 0 – Motion Carried

### **Discussion/Action—Objection by Kristen Van Lankvelt Contesting Designation of her Dog as a Dangerous Animal**

Ms. Kristen Van Lankvelt was present to contest her dog, Nola as a vicious animal. Ms. Van Lankvelt acknowledged her dog was in a fight with a neighbor dog while her son was walking the dog. Ms. Van Lankvelts son then addressed the board that the neighbor's dog came after Nola and Nola bit the other dog's neck and that the neighbor kicked their dog, but Nola did not stop, so the neighbor got the shovel and hit him 4-5 times until Nola was knocked out and her son ran back home. Ms. Van Lankvelt advised that they feel the dog thought it was protecting her son and they now have enrolled their dog in a 2-week extensive training

class learn how to not be aggressive towards other dogs or feel the need to protect. She also advised that they are fencing in their yard.

Officer Lozano, FVMPD then went over his report and that Fox Valley Metro was called for an animal bite. He spoke with Mr. Gitter who advised that his dog was pinned down by the neck, he kicked the Van Lankvelts dog several times, but it did not release his dog, so he got a shovel and hit the dog to save his own dog. Officer Lozano advised that Mr. Gitter was asked by the Van Lankvelts not to call the police as this was the second incident. Officer Lozano also said a neighbor was witness to this. Officer Lozano contacted Jade Van Lankvelt, but they were on the way to the vet. He was called back the next day and got a statement from the son which confirmed that the dog got out of his leash and collar and Mr. Gitters dog was not tied up. Mr. Gitter then spoke to confirm that his dog was in the front yard and he was in the back and heard the dog yelp, he did kick the dog, but it did not release his dogs' neck so then he got the shovel. He did confirm Ms. Van Lankvelt asked him not to call the police as this had happened once before. Trustee L. Van Lankvelt asked if his dog had injuries, Mr. Gitters advised that yes, he was taken to the vets and that the Van Lankvelts paid for his vet bill to receive antibiotics to stop any infections. Trustee B. Van Lankveldt asked about the previous incident and if it involved the police: Lt. Slinde advised that yes, it was documented from March 16, 2018 and it was similar incident with the son walking the dog and Nola went after another dog. Ms. Van Lankvelt advised that in the 2018 incident that had only had the dog for a couple weeks and her son has walked the dog numerous times over the years without another incident.

Trustee Van Deurzen asked what Ms. Van Lankvelt expected the board to do as this obviously is not acceptable, Ms. Van Lankvelt responded that they are already putting in a fence and sending the dog away for two weeks for behavior training and they are also ok with the harness and shorter lease request. Trustee Peerenboom asked what part of the restrictions they are objecting too; Ms. Van Lankvelt felt that a sign on the door stating a dangerous animal is present was not necessary or fair.

Trustee Peerenboom asked if once the animal is designated dangerous if it is for life or can the Board make it temporary. President Vanden Berg advised that they could keep the order in place, dismiss the order or modify the order; and he personally felt it should be permanent. Mr. Gitter stated that the thought of this dog attacking his kids is keeping him up at night and also wanted it to be permanent. Ms. Van Lankvelt's older son advised that this dog is around kids a lot and has never shown any aggression towards kids.

*Moved by Trustee Peerenboom, seconded by Trustee Elrick to keep the citation enforced for one year and that the owner comply with all the rules on the citation and can come back in a year for reconsideration.*

Ayes 6, Nays 1 (Vanden Berg) – Motion Carried

**Roll Call Vote**

Michael Vanden Berg, President	Nay
Larry Van Lankvelt, Trustee	Aye
John Elrick, Trustee	Aye
Don Van Deurzen, Trustee	Aye
James Hietpas, Trustee	Aye
Bill Peerenboom, Trustee	Aye
Brian Van Lankveldt, Trustee	Aye

Judge Mark Schroeder advised he is in Branch 7 and just wanted to introduce himself and see how this case was handled.

**Presentation—KerberRose—Final Annual Comprehensive Financial Report**

Ms. Krisztina Dommer went over the audit done by KerberRose per the attached report.

[Final Annual Comprehensive Financial Report](#)

**Department and Officers Progress Reports**

Departments and Officers provided progress reports to the Board

## Action—2021 Budget Adjustment—Storm Sewer and CTH OO Sanitary Relay

Administrator Fenlon went over the budget adjustment needed for the Storm Sewer.

*Moved by Trustee Elrick, seconded by Trustee Peerenboom to Approve the land purchase from the December 16<sup>th</sup>, 2020 Resolution No. 43 as presented*

### Roll Call Vote

Michael Vanden Berg, President	Aye
James Hietpas, Trustee	Aye
Larry Van Lankvelt, Trustee	Aye
Bill Peerenboom, Trustee	Aye
Don Van Deurzen, Trustee	Aye
John Elrick, Trustee	Aye
Brian Van Lankveldt, Trustee	Aye

Ayes 7, Nays 0 – Motion Carried

Administrator Fenlon presented the CTH OO Sanitary Relay budget adjustment.

*Moved by Trustee Elrick, seconded by Trustee Peerenboom to Approve the budget adjustment for the sewer and water facility as presented*

### Roll Call Vote

Brian Van Lankveldt, Trustee	Aye
John Elrick, Trustee	Aye
Bill Peerenboom, Trustee	Aye
Don Van Deurzen, Trustee	Aye
James Hietpas, Trustee	Aye
Larry Van Lankvelt, Trustee	Aye
Michael Vanden Berg, President	Aye

Ayes 7, Nays 0 – Motion Carried

## Action—Agropur Site Plan

Director Kittel went over the site plan for the new building for Agropur. The Plan Commission is recommending approval from the board with any comments from staff addressed.

*Moved by Trustee Peerenboom, seconded by Trustee L. Van Lankvelt to Approve the site plan for Agropur as presented including staff comments on landscaping*

Ayes 7, Nays 0 – Motion Carried

## Action—Agropur Development Agreement

Administrator Fenlon went over the Development Agreement for Agropur and advised staff is recommending approval. He also advised representatives from Agropur are in attendance for questions.

*Moved by Trustee Elrick, seconded by Trustee L. Van Lankvelt to Approve the Agropur Development Agreement as presented*

Ayes 7, Nays 0 – Motion Carried

## Discussion/Possible Action—No Fault Sewer Back Up

Administrator Fenlon provided information for the Village of Little Chute on purchasing additional insurance for Sewer Utility backup at an annual cost of \$8,041.00. Trustee Peerenboom felt this would be a great addition for Little Chute residents and the Village of Little Chute.

## Call for Unfinished Business

None

## Items for Future Agenda

None

**Closed Sessions:**

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

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

Ayes 7, Nays 0 – Motion Carried

b) 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. *Discuss Legal Matters and Outagamie County Landfill*

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

Ayes 7, Nays 0 – Motion Carried

**Return to Open Session**

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Van Deurzen to Approve the Consent Agenda items as listed*

Ayes 7, Nays 0 – Motion Carried

**Adjournment**

*Moved by Trustee Elrick, seconded by Trustee Van Deurzen to Adjourn the Regular Board Meeting at 9:16 p.m.*

Ayes 7, Nays 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

By:

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

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

Laurie Decker, Village Clerk

# APPLICATION FOR TEMPORARY CLASS "B" / "CLASS B" RETAILER'S LICENSE

See additional information on reverse side. Contact the municipal clerk if you have questions.

Fee \$ 10.00

Application Date: 5/13/2021

The Village of Little Chute of Outagamie County.

A Temporary Class "B" license to sell fermented malt beverages at picnics or smaller gatherings under s. 125.26(6) Wis. Stats.  
 A Temporary "Class B" license to sell wine at picnics or smaller gatherings under s. 125.51(10), Wis. Stats.

At the premise described below during a special event beginning 6/4/2021 and ending 6/6/2021 and agrees to comply with laws, regulations, ordinances, and regulations (state, federal, or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. **ORGANIZATION** (check appropriate box)  Bona fide Club  Church  Lodge/Society  Veteran's Organization  Fair Association
  - (a) Name Little Chute Jaycees
  - (b) Address P.O. Box 66
  - (c) Date organized 1975
  - (d) If corporation, given date of incorporation \_\_\_\_\_
  - (e) If the named organization is not required to hold a Wisconsin sellers permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:
  - (f) Names and addresses of all officers:  
President Shane Romenesko, Little Chute  
Vice President N/A  
Secretary Todd Berken, Little Chute  
Treasurer Greg Berken, Appleton
  - (g) Name and addresses of manager or person in charge of affair: Todd Berken, 1607 Taylor St., Little Chute, WI 54140
2. **LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:**
  - (a) Street Number 100 Van Buren St, Little Chute, WI 54140
  - (b) Lot \_\_\_\_\_ Block \_\_\_\_\_
  - (c) Do premises occupy all or part of building? \_\_\_\_\_
  - (d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: \_\_\_\_\_
3. **NAME OF EVENT**
  - (a) List name of the event Great Wisconsin Cheese Festival
  - (b) Dates of event 6/4/2021 - 6/6/2021

## DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Little Chute Jaycees

(Name of Organization)

Officer Todd Berken 5/13/2021  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Date Filled with Clerk \_\_\_\_\_

Date Reported to the Council or Board \_\_\_\_\_

Date Granted By Council \_\_\_\_\_  
AT-315(R. 5-11)

License No. \_\_\_\_\_  
Wisconsin Department of Revenue

## ADDITIONAL INFORMATION

### May be Granted and Issued only to:

- (1) Bona fide clubs that have been in existence for at least 6 months prior to the date of application.
- (2) State, county, or local fair associations or agricultural societies.
- (3) Church, lodge, or society that has been in existence for at least 6 months prior to the date of application.
- (4) Posts now or hereafter established of ex-servicemen's organizations.

### Application:

- (1) Filing: In writing, for each event, on Form AT-315.
- (2) The local licensing authority may act on application or authorize an official or body of the municipality to issue the license. (ss. 125.26(1) and 125.51(1)(a), Wis. Stats.)
- (3) The written application shall be filed with the clerk of the municipality in which premises are located:  
Class "B" (Beer):
  - a. The governing body shall establish any waiting period before granting of a license for events lasting less than 4 days (s. 125.04(3)(f), Wis. Stats.)
  - b. At least 15 days prior to the granting of the license for events lasting 4 or more days.  
Class B" (Wine):  
The application shall be filed with the clerk of the local municipality in which the event will be held at least 15 days prior to the granting of the license.
- (4) Seller's Permit: Sec. 77.54 (7m), Wis. Stats., provides an exemption from Wisconsin sales and use taxes relating to certain sales by a nonprofit organization. Check the box if your organization qualifies for the exemption and therefore is not required to hold a seller's permit.
- (5) Publication: Not required.

**Fee:** Not to exceed \$10. (Exception: No additional fee may be charged if organization is applying for both a Temporary Class "B" and a Temporary "Class B" license for the same event.)

**Duration:** The day, or consecutive days, that the specified event is in progress.

### Restrictions:

- (1) License may not be issued to individuals.
- (2) Licenses to organizations, other than ex-servicemen's organizations, can be issued only for a picnic or similar gathering. They may not be issued for business or social meetings of the organization.
- (3) Licenses for club or organization meetings may be issued only to ex-servicemen's posts.
- (4) License may cover either a specified area or the entire picnic grounds.
- (5) License issued to a county or district fair must cover the entire fairground (ss. 125.26(6) and 125.51(10), Wis. Stats.)
- (6) No license to clubs having any indebtedness to any wholesaler for more than 15 days for beer (s. 125.33(7), Wis. Stats.) and 30 days for wine (s. 125.69(4)(b), Wis. Stats.)
- (7) Licensed operator(s) must be present at all times (ss. 125.26(6), 125.32(2) - Beer; 125.51(10), 125.68(2) - Wine; 125.17)
- (8) The licensed club, club members, or any other persons are not permitted to possess intoxicating liquor on licensed premises on the Temporary Class "B"/"Class B" licensed picnic area. (s. 125.32(6), Wis. Stats.)
- (9) Not more than 2 wine licenses may be issued to any club, county or local fair association, agricultural association, church, lodge, society or veterans' post in any 12 month period.
- (10) Licensed organizations must purchase their product from a licensed wholesaler.

**NOTE:** Most coolers presently on the market have a fermented malt beverage base allowing sale under a beer license, e.g. Bartles and James, Seagrams, etc.

## **DISBURSEMENT LIST-May 19, 2021**

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Payroll & Payroll Liabilities - May 13, 2021 **\$241,525.72**

Prepaid Invoices - May 3, 2021 **\$855.00**  
Prepaid Invoices - May 7, 2021 **\$41,342.00**  
Prepaid Invoices - May 14, 2021 **\$82,762.44**

Utility Commission- May 18, 2021 **\$238,101.96**

### **CURRENT ITEMS**

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Bills List - May 19, 2021 **\$99,503.97**

**Total Payroll, Prepaid & Invoices** **\$704,091.09**

The above payments are recommended for approval:

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

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Approved May 19, 2021

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Michael R Vanden Berg, Village President

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Laurie Decker, Clerk

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
FIRST AMERICAN TITLE INSURANCE COMPANY (4695)							
260131800	Adju	TITLE COMMITMENT FEE-422 W NORTH AVE	855.00-	Open	Non	04/21	630-19310
Total FIRST AMERICAN TITLE INSURANCE COMPANY (4695):			855.00-				
HERRLING CLARK LAW FIRM LTD (208)							
260131800-1	Invoi	TITLE COMMITMENT FEE-422 W NORTH AVE	855.00	Open	Atto	04/21	630-19310
Total HERRLING CLARK LAW FIRM LTD (208):			855.00				
Grand Totals:			.00				

## Report GL Period Summary

Vendor number hash: 4903  
 Vendor number hash - split: 4903  
 Total number of invoices: 2  
 Total number of transactions: 2

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	.00	.00
Grand Totals:	.00	.00

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
<b>AMERICAN FIDELITY ASSURANCE (4885)</b>							
6000052	Invoi	FLEX SPENDING APRIL	1,407.99	Open	Non	04/21	101-21368
6000605	Invoi	FLEX SPENDING APRIL	1,407.99	Open	Non	04/21	101-21368
D306478	Invoi	MAY BILLING	1,276.37	Open	Non	05/21	101-21367
Total AMERICAN FIDELITY ASSURANCE (4885):			4,092.35				
<b>AMPLITEL TECHNOLOGIES (4637)</b>							
17541	Invoi	MONTHLY MANAGED SERVICES & MONTHLY BAC	3,055.00	Open	Non	05/21	404-57190-204
17541	Invoi	ANTIVIRUS, OFFICE 365, EXCHANGE ONLINE, DU	1,296.63	Open	Non	05/21	404-57190-208
Total AMPLITEL TECHNOLOGIES (4637):			4,351.63				
<b>AT &amp; T (5080)</b>							
287294953059	05/2	Invoi MAR/APRIL SERVICE	239.60	Open	Non	05/21	101-52200-203
Total AT & T (5080):			239.60				
<b>AUTOMOTIVE SUPPLY (121)</b>							
60902358	Invoi	AIR FILTER	33.67	Open	Non	04/21	101-53330-218
60902359	Invoi	AIR FILTER	36.65	Open	Non	04/21	101-53330-218
60902440	Invoi	OIL FILTERS	3.48	Open	Non	04/21	101-53330-218
Total AUTOMOTIVE SUPPLY (121):			73.80				
<b>CONWAY SHIELD (3828)</b>							
473818	Invoi	BLACKINTON NICKEL BADGES	358.00	Open	Non	04/21	101-52200-219
Total CONWAY SHIELD (3828):			358.00				
<b>DAMAGE PREVENTION SERVICES (4068)</b>							
3445	Invoi	APRIL LOCATES	88.00	Open	Non	04/21	101-53300-209
3445	Invoi	APRIL LOCATES	803.00	Open	Non	04/21	610-53612-209
3445	Invoi	APRIL LOCATES	1,623.00	Open	Non	04/21	620-53644-209
3445	Invoi	APRIL LOCATES	1,139.00	Open	Non	04/21	630-53442-209
Total DAMAGE PREVENTION SERVICES (4068):			3,653.00				
<b>LAKE SHORE CLEANERS INC (2433)</b>							
39718	Invoi	STORM POND BURNS	13,980.00	Open	Non	04/21	630-53441-253
Total LAKE SHORE CLEANERS INC (2433):			13,980.00				
<b>LAPPEN SECURITY PRODUCTS INC (735)</b>							
LSPQ44997	Invoi	ADA BUTTON WIRELESS TRANSMITTER	65.98	Open	Non	04/21	206-55110-242
LSPQ45020	Invoi	YARD WASTE SITE CARDS	150.00	Open	Non	04/21	101-53650-204
Total LAPPEN SECURITY PRODUCTS INC (735):			215.98				
<b>LEE RECREATION LLC (1227)</b>							
13358-21	Invoi	COAL RECEPTACLE	472.00	Open	Non	04/21	101-55200-225
13358-21	Invoi	BOARDWALK TRASH CANS	1,440.00	Open	Non	04/21	420-57620-277
13358-21	Invoi	BOARDWALK TRASH CANS	20.00	Open	Non	04/21	101-55200-225
13358-21	Invoi	BOARDWALK TRASH CANS	275.00	Open	Non	04/21	420-57620-277
Total LEE RECREATION LLC (1227):			2,207.00				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
<b>PARKER'S TREE SERVICE (22)</b>							
59	Invoi	FINAL PAYMENT FOR EAB TREE REMOVALS	6,591.00	Open	Non	04/21	101-55440-204
<b>Total PARKER'S TREE SERVICE (22):</b>							
			<b>6,591.00</b>				
<b>SHERWIN INDUSTRIES INC (1028)</b>							
SS088315	Invoi	REPAIR CROSSWALK ON MAIN ST.	4,225.92	Open	Non	04/21	101-53300-218
<b>Total SHERWIN INDUSTRIES INC (1028):</b>							
			<b>4,225.92</b>				
<b>SIGNCOUNTRY (3870)</b>							
14561	Invoi	BOARDWALK ARCHWAY DESIGN WORK	1,275.00	Open	Non	04/21	420-57620-277
<b>Total SIGNCOUNTRY (3870):</b>							
			<b>1,275.00</b>				
<b>TIME WARNER CABLE (89)</b>							
04/21 70590040100	Invoi	APRIL/MAY SERVICE	63.86	Open	Non	04/21	101-52200-203
<b>Total TIME WARNER CABLE (89):</b>							
			<b>63.86</b>				
<b>UNIFIRST CORPORATION (4403)</b>							
0970328679	Invoi	SHIRTS/PANTS	5.15	Open	Non	04/21	101-53330-213
0970328679	Invoi	LAUNDRY BAGS/WIPERS	9.71	Open	Non	04/21	101-53330-218
<b>Total UNIFIRST CORPORATION (4403):</b>							
			<b>14.86</b>				
<b>Grand Totals:</b>							
			<b>41,342.00</b>				

**Report GL Period Summary**

Vendor number hash: 47173  
 Vendor number hash - split: 72098  
 Total number of invoices: 19  
 Total number of transactions: 27

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	41,342.00	41,342.00
<b>Grand Totals:</b>	<b>41,342.00</b>	<b>41,342.00</b>

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
<b>2021 UTILITY REFUNDS (5169)</b>							
117021002	Invoi	OVERPAYMENT REFUND ACCT #1-170210-02	34.77	Open	Non	05/21	001-15000
123041001	Invoi	OVERPAYMENT REFUND ACCT #1-230410-01	78.34	Open	Non	05/21	001-15000
326064509	Invoi	OVERPAYMENT REFUND ACCT #3-260645-09	157.05	Open	Non	05/21	001-15000
<b>Total 2021 UTILITY REFUNDS (5169):</b>			<b>270.16</b>				
<b>5 ALARM FIRE &amp; SAFETY EQUIPMENT (4319)</b>							
205764-1	Invoi	MSA G1 E-MODULE ASSEMBLY	590.76	Open	Non	05/21	101-52200-205
<b>Total 5 ALARM FIRE &amp; SAFETY EQUIPMENT (4319):</b>			<b>590.76</b>				
<b>AMERICAN FIDELITY ASSURANCE (4885)</b>							
6002472	Invoi	FLEX SPENDING MAY	1,407.99	Open	Non	05/21	101-21368
<b>Total AMERICAN FIDELITY ASSURANCE (4885):</b>			<b>1,407.99</b>				
<b>AMPLITEL TECHNOLOGIES (4637)</b>							
17542	Invoi	MONTHLY ANTIVIRUS, DROPSUITE-MAY	319.50	Open	Non	05/21	207-52120-240
17542	Invoi	MONTHLY BACK-UP, MANAGED SERVICES, OFFIC	3,825.00	Open	Non	05/21	207-52120-204
17542	Invoi	MULTI-FACTOR AUTHENTICATION FROM DUO	3.50	Open	Non	05/21	207-52120-204
<b>Total AMPLITEL TECHNOLOGIES (4637):</b>			<b>4,148.00</b>				
<b>ASSOCIATED APPRAISAL CONSULTANTS (1939)</b>							
154117	Invoi	PROFESSIONAL SERVICES-MAY	1,991.67	Open	Non	05/21	101-51530-204
154117	Invoi	2021 REVALUATION PROGRAM	18,382.50	Open	Non	05/21	101-51530-204
154117	Invoi	POSTAGE FOR 2021 REVALUATION PROGRAM	1,502.50	Open	Non	05/21	101-51530-204
<b>Total ASSOCIATED APPRAISAL CONSULTANTS (1939):</b>			<b>21,876.67</b>				
<b>BAYCOM (1318)</b>							
32739	Invoi	PEDESTAL & CRADLE FOR K9 SQUAD	787.00	Open	Non	05/21	207-52120-236
<b>Total BAYCOM (1318):</b>			<b>787.00</b>				
<b>BERGSTROM FORD OF FOX VALLEY (3484)</b>							
360156	Invoi	SERPENTINE BELT #93	321.71	Open	Non	05/21	207-52120-247
<b>Total BERGSTROM FORD OF FOX VALLEY (3484):</b>			<b>321.71</b>				
<b>EHLERS INVESTMENT PARTNERS LLC (1425)</b>							
APRIL 2021	Invoi	APRIL INVESTMENT MANAGEMENT	227.11	Open	Non	04/21	610-53614-229
APRIL 2021	Invoi	APRIL INVESTMENT MANAGEMENT	113.56	Open	Non	04/21	620-53924-229
APRIL 2021	Invoi	APRIL INVESTMENT MANAGEMENT	408.80	Open	Non	04/21	630-53444-229
APRIL 2021	Invoi	APRIL INVESTMENT MANAGEMENT	170.34	Open	Non	04/21	300-57331-229
APRIL 2021	Invoi	APRIL INVESTMENT MANAGEMENT	215.74	Open	Non	04/21	101-51780-229
<b>Total EHLERS INVESTMENT PARTNERS LLC (1425):</b>			<b>1,135.55</b>				
<b>FERGUSON ENTERPRISES LLC #448 #1020 (2046)</b>							
6051563	Invoi	PLUMBING ITEMS FOR DOYLE RESTROOMS	143.02	Open	Non	05/21	101-55200-242
6052931	Invoi	PLUMBING ITEMS FOR DOYLE RESTROOMS	14.07	Open	Non	05/21	101-55200-242
6057708	Invoi	PLUMBING ITEMS FOR DOYLE RESTROOMS	155.55	Open	Non	05/21	101-55200-242
6058067	Invoi	PLUMBING ITEMS FOR DOYLE RESTROOMS	135.19	Open	Non	05/21	101-55200-242

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
		Total FERGUSON ENTERPRISES LLC #448 #1020 (2046):	447.83				
GFC LEASING - WI (4989)		13315739 Invoi GFC LEASING COPIER OVERAGE CHARGES	17.50	Open	Non	05/21	101-53310-207
		Total GFC LEASING - WI (4989):	17.50				
GUNDERSON CLEANERS (2731)		04-101101 Invoi UNIFORM CLEANING	34.42	Open	Non	05/21	207-52120-212
		04-101135 Invoi UNIFORM CLEANING	12.12	Open	Non	05/21	207-52120-212
		Total GUNDERSON CLEANERS (2731):	46.54				
HALLMAN LINDSAY (2165)		M0111690 Invoi PAINT & SUPPLIES	117.25	Open	Non	05/21	206-55110-306
		M0111815 Invoi PAINT	85.01	Open	Non	05/21	206-55110-306
		Total HALLMAN LINDSAY (2165):	202.26				
JG UNIFORMS INC (4439)		83903 Invoi CUSTOM NAVY VEST COVER	164.05	Open	Non	05/21	207-52120-212
		Total JG UNIFORMS INC (4439):	164.05				
KERBERROSE SC (2740)		247066 Invoi FINAL BILLING FOR 2020 FINANCIAL STATEMENT	569.00	Open	Non	05/21	101-51420-204
		247066 Invoi FINAL BILLING FOR 2020 FINANCIAL STATEMENT	77.00	Open	Non	05/21	414-57400-262
		247066 Invoi FINAL BILLING FOR 2020 FINANCIAL STATEMENT	14.00	Open	Non	05/21	415-57500-262
		247066 Invoi FINAL BILLING FOR 2020 FINANCIAL STATEMENT	79.00	Open	Non	05/21	416-57600-262
		247066 Invoi FINAL BILLING FOR 2020 FINANCIAL STATEMENT	10.00	Open	Non	05/21	417-57700-262
		247066 Invoi FINAL BILLING FOR 2020 FINANCIAL STATEMENT	2.00	Open	Non	05/21	418-57800-262
		247066 Invoi FINAL BILLING FOR 2020 FINANCIAL STATEMENT	77.00	Open	Non	05/21	207-52120-262
		247066 Invoi FINAL BILLING FOR 2020 FINANCIAL STATEMENT	613.00	Open	Non	05/21	610-53614-262
		247066 Invoi FINAL BILLING FOR 2020 FINANCIAL STATEMENT	556.00	Open	Non	05/21	620-53924-262
		247066 Invoi FINAL BILLING FOR 2020 FINANCIAL STATEMENT	1,003.00	Open	Non	05/21	630-53444-262
		Total KERBERROSE SC (2740):	3,000.00				
KWIK TRIP INC (2365)		APR 2021 286768 Invoi APR FUEL FOR SQUADS	3,341.51	Open	Non	05/21	207-52120-247
		Total KWIK TRIP INC (2365):	3,341.51				
LAPPEN SECURITY PRODUCTS INC (735)		LSPQ45062 Invoi REPLACED TRANSMITTERS	289.13	Open	Non	05/21	206-55110-306
		Total LAPPEN SECURITY PRODUCTS INC (735):	289.13				
LEXISNEXIS RISK DATA MANAGEMENT INC (4926)		1686177-20210430 Invoi APRIL 2021 MINIMUM COMMITMENT	103.00	Open	Non	05/21	101-51680-204
		Total LEXISNEXIS RISK DATA MANAGEMENT INC (4926):	103.00				
MARCO INC (3910)		29173898 Invoi MONTHLY COPIER LEASE-1493357-APRIL 2021	306.85	Open	Non	05/21	207-52120-207

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total MARCO INC (3910):			306.85				
MARCO TECHNOLOGIES LLC (3100)							
8699041 Invoi DELETED MAILBOX AND REMOVED NAME FROM			262.50	Open	Non	05/21	206-55110-209
Total MARCO TECHNOLOGIES LLC (3100):			262.50				
NATIONAL GEOGRAPHIC KIDS (5216)							
6166592698 2021 Invoi MAGAZINE SUBSCRIPTION			20.00	Open	Non	05/21	206-55110-207
Total NATIONAL GEOGRAPHIC KIDS (5216):			20.00				
PARTY AND PRINT LLC (4823)							
887 Invoi 250 BLUE AND WHITE BALLOONS-LIBRARY			500.00	Open	Non	05/21	206-55110-205
Total PARTY AND PRINT LLC (4823):			500.00				
PEPSI-COLA (3493)							
64096009 Invoi BEVERAGES			188.96	Open	Non	05/21	101-52200-211
Total PEPSI-COLA (3493):			188.96				
PUBLIC ADMINISTRATION ASOC (757)							
C-48-21 Invoi CONSULTING SERVICES			847.00	Open	Non	05/21	101-51400-204
Total PUBLIC ADMINISTRATION ASOC (757):			847.00				
RIVERSIDE BY REYNEBEAU FLORAL (322)							
157670/1 Invoi FLORAL ARRANGEMENT- KEMPEN			45.00	Open	Non	05/21	101-51960-211
Total RIVERSIDE BY REYNEBEAU FLORAL (322):			45.00				
ROSEHILL TAVERN LLC (4994)							
051221 Invoi RETIREMENT PARTY-JANSSEN			252.50	Open	Non	05/21	101-53300-211
Total ROSEHILL TAVERN LLC (4994):			252.50				
SAM'S CLUB/SYNCHRONY BANK (1728)							
05/21 00204221446 Invoi REC EVENT ITEMS			53.64	Open	Non	05/21	101-55300-218
05/21 00204221446 Invoi CUPS FOR MARTYS RETIREMENT PARTY			13.98	Open	Non	05/21	101-53300-211
Total SAM'S CLUB/SYNCHRONY BANK (1728):			67.62				
THE SHERWIN-WILLIAMS CO (1297)							
6151-8 Invoi PAINTER PUMP REPAIR KIT			86.95	Open	Non	05/21	101-53330-221
Total THE SHERWIN-WILLIAMS CO (1297):			86.95				
THEDACARE (1983)							
APR 2021 1210055 Invoi APRIL BLOOD DRAWS			42.50	Open	Med	05/21	207-52120-204
Total THEDACARE (1983):			42.50				
TIME WARNER CABLE (89)							
04/21 71391120150 Invoi APRIL/MAY SERVICE			219.99	Open	Non	05/21	207-52120-203
05/21 60505470190 Invoi MAY/JUNE SERVICE			159.83	Open	Non	05/21	101-51650-203

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
05/21 70953560100	Invoi	MAY/JUNE SERVICE	218.80	Open	Non	05/21	101-51650-203
Total TIME WARNER CABLE (89):			598.62				
U.S. BANK (5015)							
05/21 59455565491	Invoi	HP PRINTER FOR FINANCE DEPT	598.90	Open	Non	05/21	404-57190-302
05/21 59455565491	Invoi	RETIREMENT PARTY ITEMS	5.00	Open	Non	05/21	101-53300-219
05/21 59455565491	Invoi	MARKING PAINT	60.00	Open	Non	05/21	101-51415-218
05/21 59455565491	Invoi	PHONE CASE & SCREEN PROTECTOR	20.32	Open	Non	05/21	206-55110-244
05/21 59455565491	Invoi	PHONE CASE & SCREEN PROTECTOR	36.31	Open	Non	05/21	101-53310-206
05/21 59455565491	Invoi	PHONE CASE & SCREEN PROTECTOR	48.81	Open	Non	05/21	101-51415-206
05/21 59455565491	Invoi	PHONE CASE & SCREEN PROTECTOR	9.45	Open	Non	05/21	630-53443-206
05/21 59455565491	Invoi	SCREEN PROTECTOR	1.93	Open	Non	05/21	101-55300-206
05/21 59455565491	Invoi	PHONE CASE	19.98	Open	Non	05/21	101-51415-206
05/21 59455565491	Invoi	5 SWELL LATCHES #46	43.44	Open	Non	05/21	101-53330-225
05/21 59455565491	Invoi	2 SWELL LATCHES	17.38	Open	Non	05/21	101-53330-218
05/21 59455565491	Invoi	VALVE FOR BIKE REPAIR STATION	87.00	Open	Non	05/21	101-55200-242
05/21 59455565491	Invoi	CREDIT FOR MONTHLY CAMERA FEE	1.13-	Open	Non	05/21	101-55200-208
05/21 59455565491	Invoi	LUNCHEON FOR BREEST	230.96	Open	Non	05/21	101-51400-211
05/21 59455565491	Invoi	DROPBOX	11.99	Open	Non	05/21	101-51400-208
05/21 59455565491	Invoi	ADOBE	26.36	Open	Non	05/21	101-51400-208
05/21 59455565491	Invoi	MONTHLY ZOOM	14.99	Open	Non	05/21	101-51400-208
05/21 59455565491	Invoi	BINDER ORGANIZER	26.84	Open	Non	05/21	101-52200-206
05/21 59455565491	Invoi	REPLACEMENT GLASS ROD	44.88	Open	Non	05/21	101-52200-213
05/21 59455565491	Invoi	FACEBOOK BOOST FEE	14.74	Open	Non	05/21	101-55300-218
05/21 59455565491	Invoi	BACKGROUND CHECKS	21.00	Open	Non	05/21	101-53300-218
05/21 59455565491	Invoi	WALKIE TALKIES FOR POOL STAFF	49.99	Open	Non	05/21	204-55420-218
05/21 59455565491	Invoi	POOL STAFF SCHEDULING SYSTEM	132.00	Open	Non	05/21	204-55420-204
05/21 59455565491	Invoi	BEVERAGE TICKETS FOR CHEESEFEST	390.99	Open	Non	05/21	101-55300-233
05/21 59455565491	Invoi	ICLOUD STORAGE FEE	.99	Open	Non	05/21	101-55300-203
05/21 59455565491	Invoi	SOCCER NETS FOR VAN LIESHOUT PARK	421.99	Open	Non	05/21	101-55300-218
05/21 59455565491	Invoi	LOG-ME-IN MEETING YEARLY SUBSCRIPTION	151.92	Open	Non	05/21	207-52120-208
05/21 59455565491	Invoi	DNR STORMWATER PERMIT	143.50	Open	Non	05/21	416-51027-263
05/21 59455565491	Invoi	GFOA RENEWAL FEE	190.00	Open	Non	05/21	101-51420-208
05/21 59455565491	Invoi	WATER FOR NEW HIRE TESTING AND TRAINING	6.98	Open	Non	05/21	207-52120-218
05/21 59455565491	Invoi	NOTARY STAMPS	59.90	Open	Non	05/21	207-52120-228
05/21 59455565491	Invoi	VEST PATCHES FOR ERT	70.05	Open	Non	05/21	207-52120-212
05/21 59455565491	Invoi	SAFETY LIGHT, VEST, AND HAND TALLYS FOR C	47.48	Open	Non	05/21	101-52350-218
05/21 59455565491	Invoi	NOTARY-VANDENHEUVEL	20.00	Open	Non	05/21	207-52120-228
05/21 59455565491	Invoi	ONLINE MAGAZINE SUBSCRIPTION	10.00	Open	Non	05/21	207-52120-208
05/21 59455565491	Invoi	DUTY BAG FOR CSO'S	30.50	Open	Non	05/21	207-52120-218
05/21 59455565491	Invoi	DISPOSABLE MASKS	2.49	Open	Non	05/21	207-52120-218
05/21 59455565491	Invoi	TRANSUNION	75.00	Open	Non	05/21	207-52120-204
05/21 59455565491	Invoi	PARKING TICKET SUSPENSIONS	61.20	Open	Non	05/21	207-52120-204
05/21 59455565491	Invoi	UTV EQUIPMENT	100.84	Open	Non	05/21	207-52120-248
05/21 59455565491	Invoi	WARNING LIGHT #90	99.99	Open	Non	05/21	101-53330-225
05/21 59455565491	Invoi	FUEL	139.13	Open	Non	05/21	101-53330-217
05/21 59455565491	Invoi	CABIN FILTER #75	86.85	Open	Non	05/21	101-53330-225
05/21 59455565491	Invoi	DOOR HINGES	32.25	Open	Non	05/21	101-55200-218
05/21 59455565491	Invoi	QTY 4 - 10 INCH PNEUMATIC TIRES	27.96	Open	Non	05/21	101-53330-221
05/21 59455565491	Invoi	HARWOOD DOLLYS	54.95	Open	Non	05/21	101-53350-218
05/21 59455565491	Invoi	INK CARTRIDGES/GEL PENS	780.77	Open	Non	05/21	620-53924-206
05/21 59455565491	Invoi	ALL WEATHER VINYL LABELS	143.94	Open	Non	05/21	620-53644-254
05/21 59455565491	Invoi	PROGRAM SUPPLIES	322.46	Open	Non	05/21	206-55110-205
05/21 59455565491	Invoi	BOOKS	239.24	Open	Non	05/21	206-55110-206
05/21 59455565491	Invoi	MOVIES	759.77	Open	Non	05/21	206-55110-210
05/21 59455565491	Invoi	CLEAR TAPE/BOOK JACKETS/SHIPPING LABELS	741.28	Open	Non	05/21	206-55110-218

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
05/21 59455565491	Invoi	NEW PHONE SET	388.00	Open	Non	05/21	206-55110-221
05/21 59455565491	Invoi	SIGNS FOR LIBRARY	357.18	Open	Non	05/21	206-55110-225
Total U.S. BANK (5015):			<u>7,478.74</u>				
UNIFORM SHOPPE (434)							
309086	Invoi	CSO UNIFORM SHIRTS	246.80	Open	Non	05/21	207-52120-212
309670	Invoi	CSO UNIFORM SHIRTS	72.95	Open	Non	05/21	207-52120-212
Total UNIFORM SHOPPE (434):			<u>319.75</u>				
VILLAGE OF KIMBERLY (998)							
051121	Invoi	2020 AUDIT CLOSE OUT	25,308.79	Open	Non	05/21	207-21492
Total VILLAGE OF KIMBERLY (998):			<u>25,308.79</u>				
WARRANT PAYMENTS (4565)							
M21004306	Invoi	WARRANT- HERRERA	237.00	Open	Non	05/21	207-21495
M21004342	Invoi	WARRANT- THYSSEN	4,800.00	Open	Non	05/21	207-21495
M21004455	Invoi	WARRANT- VARGAS-RAMIREZ	250.00	Open	Non	05/21	207-21495
Total WARRANT PAYMENTS (4565):			<u>5,287.00</u>				
WE ENERGIES (2788)							
WR 4649307	Invoi	OUTDOOR LIGHTING @ SE CORNER OF SPIRIT CT	3,000.00	Open	Non	05/21	416-51027-204
Total WE ENERGIES (2788):			<u>3,000.00</u>				
Grand Totals:			<u>82,762.44</u>				

## Report GL Period Summary

Vendor number hash: 130938  
 Vendor number hash - split: 441973  
 Total number of invoices: 46  
 Total number of transactions: 117

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	82,762.44	82,762.44
Grand Totals:	82,762.44	82,762.44

## Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
AIRGAS USA LLC 9979007285	COMPRESSED AIR RENTAL	59.03	05/21	101-53330-218
Total AIRGAS USA LLC:		59.03		
ARROWHEAD ENGINEERED PRODUCTS 3720853	REPLACEMENT BELT #46	161.25	05/21	101-53330-225
Total ARROWHEAD ENGINEERED PRODUCTS:		161.25		
ASCENSION HEALTH SYSTEM JAN-FEB YOGA 20 MAR-APR YOGA 2	YOGA INSTRUCTOR JAN - FEB 2021 YOGA INSTRUCTOR MAR - APR 2021	400.00 400.00	05/21 05/21	208-52900-204 208-52900-204
Total ASCENSION HEALTH SYSTEM:		800.00		
ASCENSION MEDICAL GROUP-FOX VALLEY WI 396171	ANNUAL DRUG & ALCOHOL PRORAM FEE	70.00	05/21	101-53310-213
Total ASCENSION MEDICAL GROUP-FOX VALLEY WI:		70.00		
AT&T LONG DISTANCE 05/21 845626857 05/21 845626857 05/21 845626857	MAR/APR CHARGES MAR/APR CHARGES MAR/APR CHARGES	4.95 .26 11.51	05/21 05/21 05/21	101-51650-203 207-52120-203 620-53924-203
Total AT&T LONG DISTANCE:		16.72		
AUTOMOTIVE SUPPLY CO 60903247 60903247 60903282 60903326	FUEL FILTER RADIAL SEAL #23 RADIAL SEALS RADIAL SEALS	22.87 22.87 54.25 84.94	05/21 05/21 05/21 05/21	101-53330-225 101-53330-225 101-53330-218 101-53330-218
Total AUTOMOTIVE SUPPLY CO:		184.93		
BAKER & TAYLOR 2035936955	BOOKS	14.48	05/21	206-55110-206
Total BAKER & TAYLOR:		14.48		
BAYCOM INC 32611	STANDARD CHARGER MINITOR VI BASES	450.00	05/21	101-52200-302
Total BAYCOM INC:		450.00		
BONS, LISA 050221	SECURITY DEPOSIT REFUND	100.00	05/21	208-21235
Total BONS, LISA:		100.00		
BOUCHER, BRADY T 04/21 REIMBURSE	REIMBURSEMENT FOR MEALS FOR SWAT TRAINI	50.00	05/21	207-52120-201

Invoice	Description	Total Cost	Period	GL Account
Total BOUCHER, BRADY T:		50.00		
CAREW CONCRETE & SUPPLY CO. 2928 CONCRETE BLOCKS FOR PARKING LOT		330.00	05/21	207-52120-242
Total CAREW CONCRETE & SUPPLY CO.:		330.00		
CARRICO AQUATIC RESOURCES INC 20211848 SUMMER WATER MGMT AGREEMENT 2021-PYMT		2,425.00	05/21	204-55420-225
Total CARRICO AQUATIC RESOURCES INC:		2,425.00		
DELTA DENTAL OF WISCONSIN 1609967 JUNE DENTAL 1609967 JUNE VISION		5,897.33 379.52	06/21 06/21	101-21345 101-21366
Total DELTA DENTAL OF WISCONSIN:		6,276.85		
DIAMOND VOGEL PAINT 207120400 STREET PAINT 207120589 STREET PAINT 207120728 PARTS FOR LINE PAINTER		582.50 631.00 374.00	05/21 05/21 05/21	101-53300-218 101-53300-218 101-53330-221
Total DIAMOND VOGEL PAINT:		1,587.50		
DISTRICT 2, INC. 3202 VELCO AND REFLECTIVE MATERIAL LETTERS		1,381.20	05/21	101-52200-213
Total DISTRICT 2, INC.:		1,381.20		
EVERGREEN POWER LLC 10371 GASKETS FOR TORO MOWER 10392 PARTS FOR TORO PUSH MOWER		21.24 56.07	05/21 05/21	101-53330-221 101-53330-221
Total EVERGREEN POWER LLC:		77.31		
FP FINANCE PROGRAM 29296349 AGREEMENT 003-1584121 POSTBASE VISION-PO		140.00	05/21	101-51650-226
Total FP FINANCE PROGRAM:		140.00		
GARROW OIL APRIL 2021 OFF ROAD DIESEL APRIL 2021 OFF ROAD DIESEL		2.03 12.38 517.47 73.58 1.36 .68 1.22 90.52	05/21 05/21 05/21 05/21 05/21 05/21 05/21 05/21	630-53441-247 630-53442-247 101-55200-247 101-55440-247 610-53612-247 620-53644-247 101-53460-247 101-53330-217
Total GARROW OIL:		699.24		
GERBER LEISURE PRODUCTS INC 8030 BOARDWALK PROJECT-5 BENCHES & 1 TABLE		9,913.00	05/21	420-57620-277

Invoice	Description	Total Cost	Period	GL Account
Total GERBER LEISURE PRODUCTS INC:		9,913.00		
GRAEF				
115091 FOX RIVER BOARDWALK-DETAILED DESIGN		3,267.72	05/21	420-57620-277
Total GRAEF:		3,267.72		
GREEN BOYZ INC				
95423 MULCHING		237.50	05/21	207-52120-243
95423 MULCHING		237.50	05/21	101-52250-243
Total GREEN BOYZ INC:		475.00		
HERRLING CLARK LAW FIRM LTD				
1Q/21 131-10Q TID 4		38.50	05/21	414-57400-262
1Q/21 131-10Q TID 6		2,233.00	05/21	416-57600-262
1Q/21 131-10Q TID 7		1,463.00	05/21	417-57700-262
1Q/21 131-10Q TID 8		154.00	05/21	418-57800-262
1Q/21 131-10Q LEGAL MATTERS		4,158.00	05/21	101-51110-262
1Q/21 131-10Q SEWER		1,809.50	05/21	610-53614-262
1Q/21 131-10Q STORM		115.50	05/21	630-53444-262
1Q/21 131-10Q CONSTRUCTION		77.00	05/21	452-57331-262
1Q/21 131-68Q FACADE LOAN		112.00	05/21	222-56700-262
1Q/21 131-71Q TID 6		1,193.50	05/21	416-57600-262
1Q/21 131-75Q TID 6		462.00	05/21	416-57600-262
1Q/21 131-76Q LEGAL MATTERS		539.00	05/21	101-51110-262
Total HERRLING CLARK LAW FIRM LTD:		12,355.00		
HIETPAS, AMY				
050321 REFUND EXPLORE NATURE CLASS		45.00	05/21	101-34413
Total HIETPAS, AMY:		45.00		
INGRAM LIBRARY SERVICES				
52450980 BOOKS		332.19	05/21	206-55110-206
52491934 BOOKS		67.52	05/21	206-55110-206
52566975 BOOKS		391.40	05/21	206-55110-206
52586904 BOOKS		3,690.07	05/21	206-55110-206
52669828 BOOKS		336.65	05/21	206-55110-206
52683692 BOOKS		180.33	05/21	206-55110-206
Total INGRAM LIBRARY SERVICES:		4,998.16		
JOE'S POWER CENTER				
91405 CIRCULAR SAW BLADE		21.99	05/21	630-53441-253
Total JOE'S POWER CENTER:		21.99		
KERRY'S VROOM SERVICE INC				
9560 INSTALLED NEW BATTERY #92		314.91	05/21	207-52120-247
Total KERRY'S VROOM SERVICE INC:		314.91		
KOBUSSEN BUSES LTD.				
54049 C-STARS BUS TO STATE JEM COMPETITION		689.00	05/21	101-55300-218

Invoice	Description	Total Cost	Period	GL Account
54062	C-STARS BUS TO SHAKE ON THE LAKE INVITE	471.17	05/21	101-55300-218
<b>Total KOBUSSEN BUSES LTD.:</b>		<b>1,160.17</b>		
<b>LAFORCE HARDWARE</b>				
1160147	REPAIRS TO DOYLE DOOR TIMER	301.00	05/21	101-55200-204
<b>Total LAFORCE HARDWARE:</b>		<b>301.00</b>		
<b>LARSEN MATERIALS LLC</b>				
8250	PULVERIZED TOP SOIL	272.00	05/21	101-55440-215
8294	PULVERIZED TOP SOIL	192.00	05/21	101-55440-215
8345	PULVERIZED TOP SOIL	80.00	05/21	101-55440-215
8402	PULVERIZED TOP SOIL	192.00	05/21	101-55440-215
<b>Total LARSEN MATERIALS LLC:</b>		<b>736.00</b>		
<b>MADISON NATIONAL LIFE</b>				
1442124	JUNE LTD	935.20	05/21	101-21385
1442124	JUNE LIFE	416.40	05/21	101-21391
<b>Total MADISON NATIONAL LIFE:</b>		<b>1,351.60</b>		
<b>MATTHEWS TIRE</b>				
269375	2 NEW TIRES #92	335.02	05/21	207-52120-247
<b>Total MATTHEWS TIRE:</b>		<b>335.02</b>		
<b>MCMAHON ASSOCIATES INC</b>				
922355	NORTH SIDE STORM SEWER INTERCEPTOR	2,517.90	05/21	416-51216-261
922356	HEESAKKER PARK KAYAK LAUNCH	3,526.15	05/21	420-57620-271
<b>Total MCMAHON ASSOCIATES INC:</b>		<b>6,044.05</b>		
<b>MGD INDUSTRIAL CORP</b>				
193367	PARTS FOR #75	26.92	05/21	101-53330-225
193367	PARTS FOR GRILL HANDLES AT PARKS	14.52	05/21	101-55200-218
193367	MISC PARTS FOR STOCK	12.71	05/21	101-53330-218
<b>Total MGD INDUSTRIAL CORP:</b>		<b>54.15</b>		
<b>MIDWEST TAPE</b>				
500380382	DIGITAL BOOKS	570.37	05/21	206-55110-208
<b>Total MIDWEST TAPE:</b>		<b>570.37</b>		
<b>MORRILL, BRYNN</b>				
2021	C-STARS TEAM HELPER	50.00	05/21	101-55300-218
<b>Total MORRILL, BRYNN:</b>		<b>50.00</b>		
<b>MUNICODE</b>				
356989	ELECTRONIC UPDATE PAGES	1,093.00	05/21	101-51440-204
<b>Total MUNICODE:</b>		<b>1,093.00</b>		

Invoice	Description	Total Cost	Period	GL Account
<b>NEWS PUBLISHING CO INC</b>				
509836	EMPLOYMENT AD FOR DPW AND/OR DPRF	207.00	05/21	101-53310-207
509839	ADVERTISEMENT FOR BIDS-HARTZEIM & EVERG	103.54	05/21	101-51650-207
510488	EMPLOYMENT AD FOR DPW AND/OR DPRF	207.00	05/21	101-53310-207
510491	WEEDS NOTICE	79.00	05/21	101-53460-227
511888	RESOLUTION 11	204.02	05/21	101-51650-207
<b>Total NEWS PUBLISHING CO INC:</b>		<b>800.56</b>		
<b>OGDEN, ADELE</b>				
2021	C-STARS TEAM HELPER	50.00	05/21	101-55300-218
<b>Total OGDEN, ADELE:</b>		<b>50.00</b>		
<b>O'REILLY AUTOMOTIVE INC</b>				
2043-263394	RELAY #46	26.73	05/21	101-53330-225
2043-264399	A/C REFRIGERANT FOR #6, 44, & 58	99.99	05/21	101-53330-225
2043-264871	EVAPORATOR CORE #75	69.71	05/21	101-53330-225
2043-265595	MUFFLER CLAMP #8	5.12	05/21	101-53330-225
2043-265871	BATTERY ISOLATOR #125	51.56	05/21	101-53330-225
2043-265900	BATTERY CABLE #125	8.49	05/21	101-53330-225
2043-267673	SEALED BEAM #8	6.32	05/21	101-53330-225
2043-270227	SHOP SUPPLIES	119.72	05/21	101-52200-205
<b>Total O'REILLY AUTOMOTIVE INC:</b>		<b>387.64</b>		
<b>OUTAGAMIE COUNTY TREASURER</b>				
1018705	APRIL FUEL BILL	51.76	05/21	101-52050-247
1018705	APRIL FUEL BILL	19.66	05/21	630-53441-247
1018705	APRIL FUEL BILL	415.21	05/21	630-53442-247
1018705	APRIL FUEL BILL	2,534.41	05/21	201-53620-247
1018705	APRIL FUEL BILL	289.31	05/21	101-55200-247
1018705	APRIL FUEL BILL	581.08	05/21	101-55440-247
1018705	APRIL FUEL BILL	144.31	05/21	101-52200-247
1018705	APRIL FUEL BILL	150.59	05/21	610-53612-247
1018705	APRIL FUEL BILL	408.04	05/21	620-53644-247
1018705	APRIL FUEL BILL	736.66	05/21	101-53330-217
18628	APRIL SANITATION FEES	14,658.70	05/21	201-53620-204
18628	STREET SWEEPINGS	1,351.02	05/21	630-53442-204
APRIL 2021	APRIL COURT FINES	848.68	04/21	101-35101
<b>Total OUTAGAMIE COUNTY TREASURER:</b>		<b>22,189.43</b>		
<b>PORTR LEE CORPORATION</b>				
25332	ANNUAL SOFTWARE SUPPORT 06/21-05/22	1,175.00	05/21	207-52120-204
<b>Total PORTER LEE CORPORATION:</b>		<b>1,175.00</b>		
<b>REINDERS INC</b>				
2694532	FIELD MARKING CHALK	390.00	05/21	101-55300-221
2694625	HERBICIDE	129.14	05/21	206-55110-242
<b>Total REINDERS INC:</b>		<b>519.14</b>		
<b>REINKE, DEVIN</b>				
04/21 REIMBURSE	REIMBURSE FOR LUNCH FOR SWAT TRAINING	50.00	05/21	207-52120-201

Invoice	Description	Total Cost	Period	GL Account
Total REINKE, DEVIN:		50.00		
RETTLER CORPORATION	21084 COMPREHENSIVE OUTDOOR REC PLAN	1,750.00	05/21	101-55200-204
Total RETTLER CORPORATION:		1,750.00		
RIESTERER & SCHNELL INC	1973877 FLUID & FILTER FOR MOWER	99.43	05/21	101-53330-221
Total RIESTERER & SCHNELL INC:		99.43		
SLATER, PAULA	05/21 REIMBURSE REIMBURSE CSTARS END OF SEASON AWARDS 2021 C-STARS COSTUME ASSISTANCE	106.73 100.00	05/21 05/21	101-55300-218 101-55300-218
Total SLATER, PAULA:		206.73		
SPLENDID CLEANING SERVICE LLC	10989 MONTHLY CLEANING-METRO 10989 MONTHLY CLEANING-LCFD	795.00 200.00	05/21 05/21	207-52120-243 101-52250-243
Total SPLENDID CLEANING SERVICE LLC:		995.00		
STATE OF WI COURT FINES &	APRIL 2021 APRIL COURT FINES	3,434.61	04/21	101-35101
Total STATE OF WI COURT FINES &:		3,434.61		
STONERIDGE LITTLE CHUTE LLC	1095361220 FRUIT BASKET 1099701247 FOOD 21029741626 FOOD AND BEVERAGES 21089641923 FOOD 21092511816 FOOD 23047562031 FOOD 23066331812 FOOD 24023401157 FOOD FOR INTERVIEWS 24027241608 FOOD 25099341657 FOOD 4903 FRUIT BASKET	34.99 34.99 112.67 123.45 20.95 63.95 67.48 34.96 62.89 74.43 34.99	05/21 05/21 05/21 05/21 05/21 05/21 05/21 05/21 05/21 05/21 05/21	101-52200-211 101-52200-211 101-52200-211 101-52200-211 101-52200-211 101-52200-211 101-52200-211 101-51400-211 101-52200-211 101-52200-211 101-52200-211
Total STONERIDGE LITTLE CHUTE LLC:		665.75		
SUN LIFE FINANCIAL	232004-JUNE 2021 JUNE STD	220.37	06/21	101-21365
Total SUN LIFE FINANCIAL:		220.37		
TRANSAMERICA LIFE INSURANCE COMPANY	2504186536 MAY BILLING	374.58	05/21	101-21364
Total TRANSAMERICA LIFE INSURANCE COMPANY:		374.58		
ULINE	132971010 EVIDENCE PAPER	74.45	05/21	207-52120-218

Invoice	Description	Total Cost	Period	GL Account
Total ULINE:		74.45		
UNIFIRST CORPORATION				
0970331721	SHIRTS/PANTS	5.15	05/21	101-53330-213
0970331721	LAUNDRY BAGS/WIPERS	9.71	05/21	101-53330-218
Total UNIFIRST CORPORATION:		14.86		
UNIFORM SHOPPE				
309861	UNIFORM-SCHMACKLE	86.95	05/21	207-52120-212
Total UNIFORM SHOPPE:		86.95		
US AUTOFORCE				
5883297	TIRE VALVE STEMS	6.06	05/21	101-53330-218
5883593	TIRE VALVE STEMS	9.00	05/21	101-53330-218
Total US AUTOFORCE:		15.06		
VALLEY LIQUOR				
901967	BEVERAGES AND SUPPLIES	149.45	05/21	101-52200-211
902099	BEVERAGES	11.98	05/21	101-52200-211
903136	BEVERAGES AND SUPPLIES	149.45	05/21	101-52200-211
904332	BEVERAGES AND SUPPLIES	149.45	05/21	101-52200-211
905809	BEVERAGES	145.95	05/21	101-52200-211
Total VALLEY LIQUOR:		606.28		
VERBRUGGEN, ANNA				
2021	C-STARS ASSISTANT COACH	500.00	05/21	101-55300-218
Total VERBRUGGEN, ANNA:		500.00		
VILLAGE OF COMBINED LOCKS				
JUNE	PROPERTY STORAGE AREA MONTHLY LEASE-JU	494.16	06/21	207-52120-204
Total VILLAGE OF COMBINED LOCKS:		494.16		
VILLAGE OF KIMBERLY				
20210427	2021 JOINT VEHICAL BILLING JAN-MAR	5,131.17	05/21	201-53620-247
Total VILLAGE OF KIMBERLY:		5,131.17		
WELLS FARGO FINANCIAL LEASING				
5014902251	MAY COPIER LEASE	450.00	05/21	101-53310-207
5014902251	MAY COPIER LEASE	803.15	05/21	101-51650-207
Total WELLS FARGO FINANCIAL LEASING:		1,253.15		
WEYENBERG, MAYA				
2021	C-STARS ASSISTANT COACH	500.00	05/21	101-55300-218
Total WEYENBERG, MAYA:		500.00		
Grand Totals:		99,503.97		

Vendor number hash: 308087  
Vendor number hash - split: 383650  
Total number of invoices: 111  
Total number of transactions: 146

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	99,503.97	99,503.97
Grand Totals:	99,503.97	99,503.97

## Report Criteria:

Invoice Detail.Voided = {=} FALSE

**LCFD Incident Report**

**April 2021**

**Number of responses: 10**

**Last years: 10**

**YTD: 42**

**04/05/2021**

**09:58 Natural gas leak @ Pierce Avenue/Adams Way, cable contractor struck gas main, stand by for WE Energies to shut off main**  
**Engine 3621, Truck 3641, Car 3632**  
**#21LC00034**

**04/05/2021**

**11:46 Vegetation fire reported near Freedom Road & Karen Drive, investigated found the smoke was from the controlled burn at the Harvest Trail Pond**  
**Engine 3621, Car 3632**  
**#21LC00035**

**04/05/2021**

**13:30 Vegetation fire @ Harvest Trail retention pond, small pile smoldering from the controlled burn**  
**Engine 3621, Car 3632**  
**#21LC00036**

**04/05/2021**

**17:20 CO alarm sounding @ Smith Pharmacy 1800 Freedom Road, investigated found a faulty detector**  
**Engine 3621, Car 3632**  
**#21LC00037**

**04/09/2021      17:23 Accident scene safety North Avenue west bound and French Road, vehicle struck power pole, standby until WE Energies arrived  
Engine 3621, Truck 3641, Car 3632  
#21LC00038**

**04/12/2021      16:36 Accident scene safety, North Avenue west bound and Rosehill Road, accident cleanup  
Engine 3621, Car 3632  
#21LC00039**

**04/13/2021      10:28 Accident scene safety, Freedom Road north bound @ Florida Avenue, vehicle struck power pole, stand by for Kaukauna Utilities  
Engine 3621, Car 3632  
#21LC00040**

**04/23/2021      13:29 Structure fire @ Little Chute Post Office 514 Grand Avenue, outlet shorted out causing smoke,  
Engine 3621, Car 3632  
#21LC00041**

**04/26/2021      09:35 Lift assist, 1420 Washington Street, Lot #2, requested by Gold Cross  
Engine 3621  
#21LC00042**

**04/28/2021      17:14 Natural gas leak @ 410 E. Elm Drive, contractor struck gas main, investigated,**

**assisted in evacuation of houses near the leak,  
standby until WE Energies shut off main.  
Engine 3621, Truck 3641, Squad 3671, Pickup  
3631, Car 3632  
#21LC00043**

# VILLAGE OF LITTLE CHUTE MONTHLY REPORT – APRIL 2021



## ***Little Chute***

ESTABLISHED 1848

April 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 – APRIL 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](http://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
- 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](mailto:james@littlechutewi.org)

# Village Administrator

## APRIL HIGHLIGHTS

- In April of 2021, the Village Board of Trustees and Village Committees worked on the following:
  - At the April 7<sup>th</sup> Regular Board meeting, the Board of Trustees worked on the following: approved the purchase of a new aerial lift for forestry and discussed various COVID related matters.
  - At the April 12<sup>th</sup> Plan Commission, the commission recommended approval of a CSM.
  - At the April 21<sup>st</sup> Regular Board meeting, the Board of Trustees worked on the following: approved a CSM, discussed an amendment to the Cobblestone Hotel site plan, discussed a KU tax lien ordinance; approved the purchase of the Public Safety Center's generator; approved a paving agreement for Hickory Drive; approved the agreement with Nestle related to Hickory Drive and other site improvements; approved a fall 2021 event in the downtown, discussed changes to Pine Street; awarded contracts for the 2021 public projects (Evergreen Drive, Hartzheim Drive, and CTH OO Sanitary relay); and awarded a contract for the ADA Canoe/Kayak Launch at Heesakker Park.
  - On April 28<sup>th</sup>, the Village Board interviewed candidates for the Director of Parks, Recreation, and Forestry.
- 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.
- Finalized the process for recruitment for the Director of the Parks, Recreation and Forestry and began conducting background and other related matters for a candidate.
- Released a request for proposals for a transportation funding analysis.

## TOP PRIORITIES FOR MAY

- The Village Board and other committees will discuss or act on the following:
  - Receive the Comprehensive Annual Financial Report for 2020, approve site plan and development agreement for Agropur, an assortment of budget adjustments to accommodate 2021 projects, consider action on the KU tax lien ordinance, finalize plans for Pine Street.
  - The Design Review Board will consider several new facades or signs within the Central Business District.
  - The Plan Commission will consider the Agropur site plan and other matters.
- Meet with developers regarding future or imminent projects in the village of Little Chute.
- Begin finalizing 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.
- Continue working with staff and legal counsel on addressing the 2018-2019 Outagamie County Landfill billing matter.
- Receive and analyze proposals for studying transportation funding.
- Finalize an RFP for wage and compensation study.
- Host the Convention and Visitors Bureau on a walkthrough of the downtown.
- Participate in a regional discussion with regards to utilizing the Fox River.

# Clerk

## HIGHLIGHTS

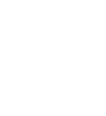
The Clerk's Office started the month of April planning and preparing for the last election of the year. April 6 Election participation: 320 returned absentee ballots, 92 in-person absentee voters, 770 voted at polls, 1182 Total Participation, which is 16% of registered voters. Election materials were delivered to county, poll books reconciled and EDRs entered. We have also been busy with Liquor License renewals, updates to the website and social media.

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

- Preparations and planning for Spring Election
- Facilitate Spring Primary on April 6, 2021
- Process Absentee requests and returns
- Hold in-person Absentee Voting March 23 – April 2
- Print Election materials; poll books, registered voters, signage, etc.
- Close out election with state
- Mail out Liquor License renewal paperwork, process returns
- Assist with Village Market planning
- 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
- Operator License Renewals

Goals for May:

- Begin planning for summer/fall newsletters, working with Parks & Rec and Public works
- Update rental forms and solicitors license form, upload to website
- Assist with Village Market
- Agendas/Minutes for meetings
- Share data from social media sites
- Maintenance of the Village Website and social media outlets
- Work with other Departments to create Social Media schedule, coordinate postings
- Ongoing phone/supply ordering support
- Civic Center/Village Hall rentals, update paperwork and forms to reopen rentals
- Liquor License renewal paperwork, process returns
- Operator License renewals

2021 Social Media Metrics		February	March	April	2021 Totals
	Facebook Posts				
	People Reached	21082	28,125	18078	98350
	Engagement	9717	10556	7716	36049
	Link Clicks	314	741	718	2491
	Comments	549	389	376	1580
	Shares	239	352	202	1049
	Reactions	2196	1505	1304	6447
	Photo Views	504	279	656	2003
	Most popular post	TbT- Warty's bar	overnight parking	TbT- Sanitorium	
	New Followers	73	83	52	251
	Net Followers	51	71	40	198
	Total Followers	4864	4963	4999	4864
	Facebook Videos				
	Minutes Viewed	3813	3875	679	11,336
	1-Minute Video Views	704	609	89	2,009
	3-Second Video Views	3770	5696	1336	15,569
	Video Engagement	167	219	72	640
	Most popular Video	Nelson Crossing Update	Nelson crossing	Nelson Crossing	

		February	March	April	2021 Totals
	Instagram				
	Instagram Posts	2	4	7	17
	Likes	6	18	33	80
	Followers	689	723	738	689
	Popular Post	Spring Primary	vote	thank you	

		February	March	April	2021 Totals
	Twitter				
	Tweets	4	7	6	20
	Tweet Impressions	1703	2008	1680	6603
	Profile Visits	165	330	274	1250
	Mentions	1	2	7	10
	New Followers	2	5	4	3
	Total Followers	426	434	435	426

		February	March	April	2021 Totals
	YouTube				
	Videos posted	0	0	1	2
	Views	0	0	89	94
	watch time (hours)	0	0	2.5	2.6
	Subscribers	0	0	3	6
	Top Video	NA	NA	River Run	

		February	March	April	2021 Totals
	Website				
	Visits	8279	13776	14171	45471
	Page Views	12884	22421	22528	72730
	Unique Page Views	10334	17990	18187	58421
	Top Pageviews	utility billing	employment opp.	Cheesefest	

# 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.
- Field work began for 2021 Revaluation.
- Completed site plan review for two developments.
- Completed CIP updates
- Updated website with new information on sheds, garages and fence permits

## TOP PRIORITIES FOR MAY

- 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.
- Finalize one site plan review.
- Get Job posting out for a Building Inspector.

# Finance Department

## HIGHLIGHTS

- 2020 Annual Comprehensive Financial Report issued April 28, 2021.
- Completed State filings for Expenditure Restraint and Room Tax
- Utility Billing Clerk completed the Summer Sewer Credit calculation
- Unusual month of numerous final utility billing requests for change in tenancy or ownership. Utility Clerk also working on set up of new stormwater accounts with engineering.
- New printer installed for cash receipting area due to mechanical issues cost prohibitive to fix due to age of the printer.
- Payroll Clerk working with Ascension to get drug screenings and billings switched to her name for ongoing management from previous DPW Operations Manager.
- Payroll processing for upcoming retirements, terms, and new hires along with busy seasonal hire time. Updating budget projections for anticipated changes.
- Capital Improvement planning meetings with department heads so all can meet May 7<sup>th</sup> deadline for submission of requests to prepare initial draft plan for 2022-2026.
- 4,653 total bills created (697 opted out of paper billing), 21 new installs, 182 service orders (Final Reads, High/Low Reads, Work Orders) created/coordinated with MCO and 263 Landlord notices mailed for tenant delinquency notification, 1,783 ratepayers utilized PSN and 610 ACH for payments in April.

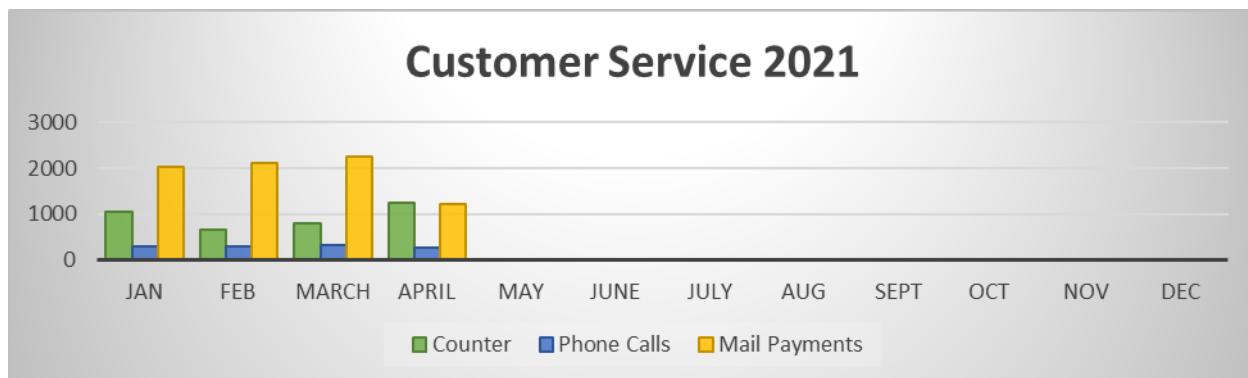
## TOP PRIORITIES FOR MAY

- Preparing a Popular Annual Financial Report – user friendly and simplified format
- File State Report by May 15 and State TID Reports by May 31
- Continue work with City of Appleton and PSC for the final records transfer of the Cherryvale water main area.
- Utility Billing Clerk will be working on Top Ten Customer data needed for continuing bond disclosure requirements.
- Preparing a Popular Annual Financial Report – user friendly and simplified format to educate employees and the public of fiscal health of the Village.
- 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)

## CONTINUOUS IMPROVEMENT EFFORTS

- Duo authentication implemented for Microsoft Office 365 as added security measure to protect e-mail and other Office 365 services from hackers. Multi-factor authentication prompt will occur if trying to access system outside of Village properties. Rollout to the trustees is anticipated to start in May.
- Exploring Spam Filter and Phishing training for employees to improve Cybersecurity.
- Improvements to streamline the Capital Asset tie out process between the Village and audit team.

## APRIL DATA AND FINANCIALS



## PERFORMANCE MEASUREMENTS

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>Target 2021</u>
<b># months bank reconciliation completed timely</b>	<b>0</b>	<b>7</b>	<b>12</b>	<b>12</b>
<b># of stale checks outstanding</b>	<b>NM</b>	<b>57</b>	<b>22</b>	<b>5</b>
<b>Custodial credit risk</b>	<b>\$6.1</b>	<b>\$.3</b>	<b>\$.3.7</b>	<b>\$0</b>
<b>% of customers paying online</b>	<b>NM</b>	<b>42%</b>	<b>53%</b>	<b>55%</b>
<b>Continuous improvement initiatives</b>	<b>NM</b>	<b>25</b>	<b>37</b>	<b>10</b>
<b>Number of special assessment billings</b>	<b>296</b>	<b>67</b>	<b>125 EST</b>	<b>125</b>
<b>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.</b>	<b>4,052</b>	<b>4,033</b>	<b>4,003</b>	<b>4,050</b>
<b>Annual number of utility work orders</b>	<b>1,093</b>	<b>920</b>	<b>1,046</b>	<b>950</b>
<b>Annual tax certification letters</b>	<b>483</b>	<b>540</b>	<b>774</b>	<b>750</b>
<b>General obligation bond rating</b>	<b>Aa3</b>	<b>Aa3</b>	<b>Aa3</b>	<b>Aa3</b>
<b># of auditor's compliance issues</b>	<b>6</b>	<b>2</b>	<b>2</b>	<b>0</b>
<b>% of time monthly financials closed within 15 days</b>	<b>NM</b>	<b>58%</b>	<b>92%</b>	<b>100%</b>
<b>% of staff adequately trained/cross trained</b>	<b>NM</b>	<b>70%</b>	<b>90%</b>	<b>100%</b>

NM=New Measure

	APRIL	YTD 2021	BUDGET 2021	VARIANCE	% OF BUDGET
<b>GENERAL FUND</b>					
Taxes	(401.50)	471,828.17	969,626.00	(497,797.83)	48.66%
Total Licenses and Permits	32,980.00	73,744.20	134,860.00	(61,115.80)	54.68%
Intergovernmental Aid	187,784.80	380,569.60	2,479,759.00	(2,099,189.40)	15.35%
Public Charges for Service	25,786.50	58,603.60	128,430.00	(69,826.40)	45.63%
Fines and Forfeitures	10,456.84	35,589.48	85,000.00	(49,410.52)	41.87%
Total Interest	8,630.99	17,906.14	64,135.00	(46,228.86)	27.92%
Miscellaneous Revenue	8,609.19	40,709.19	151,743.00	(111,033.81)	26.83%
Other Financing Sources	20,272.45	74,275.45	217,700.00	(143,424.55)	34.12%
<b>Total General Fund Revenue</b>	<b>294,119.27</b>	<b>1,153,225.83</b>	<b>4,231,253.00</b>	<b>(3,078,027.17)</b>	<b>27.25%</b>
Village Board	3,838.55	14,800.88	89,091.00	(74,290.12)	16.61%
Administration	15,290.58	36,766.47	141,204.00	(104,437.53)	26.04%
Engineering & GIS	4,579.00	10,593.90	94,881.00	(84,287.10)	11.17%
Finance	27,544.67	68,119.45	237,632.00	(169,512.55)	28.67%
Clerk	17,616.86	58,476.05	158,148.00	(99,671.95)	36.98%
Community Development - Assessing	17,213.70	55,599.30	173,560.00	(117,960.70)	32.03%
Village Hall	5,017.02	23,222.24	69,141.00	(45,918.76)	33.59%
Municipal Court	6,131.24	23,462.95	65,823.00	(42,360.05)	35.65%
Unallocated	7,699.69	35,921.28	205,202.00	(169,280.72)	17.51%
Insurance	7,356.56	121,351.24	226,431.00	(105,079.76)	53.59%
Village Promotion and Goodwill	453.56	1,080.70	35,272.00	(34,191.30)	3.06%
Inspections	11,116.88	34,509.96	116,247.00	(81,737.04)	29.69%
Fire Operations	35,095.24	108,702.52	373,463.00	(264,760.48)	29.11%
Fire Allocated	27,315.37	123,999.29	370,981.00	(246,981.71)	33.42%
Crossing Guards	12,695.45	33,635.52	89,548.00	(55,912.48)	37.56%
Public Works Administration	1,674.50	4,590.22	34,651.00	(30,060.78)	13.25%
Street Repair and Maintenance	52,279.79	149,909.66	684,959.00	(535,049.34)	21.89%
Public Works Support Services	9,381.64	18,469.19	46,774.00	(28,304.81)	39.49%
Public Works Vehicle Maintenance	9,065.63	35,803.53	168,501.00	(132,697.47)	21.25%
Snow and Ice Control	44,862.75	114,374.27	237,533.00	(123,158.73)	48.15%
Weed Control	288.70	1,864.38	19,449.00	(17,584.62)	9.59%
Recycling	5,280.71	11,357.96	52,653.00	(41,295.04)	21.57%
Park	41,078.88	100,475.08	478,786.00	(378,310.92)	20.99%
Recreation	17,979.17	48,444.67	207,200.00	(158,755.33)	23.38%
Forestry	24,812.05	56,300.22	173,292.00	(116,991.78)	32.49%
Youth Football	767.29	2,291.27	21,761.00	(19,469.73)	10.53%
Community Band	453.45	1,358.69	10,110.00	(8,751.31)	13.44%
Economic Development	-	3,520.00	11,400.00	(7,880.00)	30.88%
Transfers	-	-	118,000.00	(118,000.00)	0.00%
<b>Total General Fund Expenses</b>	<b>406,888.93</b>	<b>1,299,000.89</b>	<b>4,711,693.00</b>	<b>(3,412,692.11)</b>	<b>27.57%</b>
<b>GENERAL FUND NET REVENUES (EXPENSES)</b>	<b>(112,769.66)</b>	<b>(145,775.06)</b>	<b>(480,440.00)</b>	<b>334,664.94</b>	
<b>SANITATION</b>					
Sanitation Revenues	47,760.49	201,288.46	552,850.00	351,561.54	36.41%
Sanitation Expenses	41,172.07	160,818.58	517,536.00	(356,717.42)	31.07%
<b>SANITATION NET REVENUES (EXPENSES)</b>	<b>6,588.42</b>	<b>40,469.88</b>	<b>35,314.00</b>	<b>708,278.96</b>	

	APRIL	YTD 2021	BUDGET 2021	VARIANCE	% OF BUDGET
<b>FIRE EQUIPMENT DONATION</b>					
Fire Equipment Donation Revenues	151.28	41,937.95	86,100.00	(44,162.05)	48.71%
Flag Pole Memorial Expenses	40.00	40.00	2,100.00	(2,060.00)	1.90%
<b>FIRE EQUIPMENT DONATION NET REVENUES (EXPENSES)</b>	<b>111.28</b>	<b>41,897.95</b>	<b>84,000.00</b>	<b>(42,102.05)</b>	
<b>AQUATICS</b>					
Aquatics Revenue	1,281.97	57,241.29	180,172.00	(122,930.71)	31.77%
Aquatics	4,753.90	18,319.93	184,587.00	(166,267.07)	9.92%
<b>AQUATICS NET REVENUES (EXPENSES)</b>	<b>(3,471.93)</b>	<b>38,921.36</b>	<b>(4,415.00)</b>	<b>43,336.36</b>	
<b>LIBRARY/CIVIC CENTER</b>					
Library/Civic Center Revenues	186,910.68	411,614.38	635,123.00	(223,508.62)	64.81%
Library/Civic Center	46,172.14	214,113.83	695,984.00	(481,870.17)	30.76%
<b>LIBRARY/CIVIC CENTER NET REVENUES (EXPENSES)</b>	<b>140,738.54</b>	<b>197,500.55</b>	<b>(60,861.00)</b>	<b>258,361.55</b>	
<b>CONSOLIDATED POLICE SERVICES</b>					
Consolidated Police Services Revenue	372,056.57	1,750,544.58	3,608,996.00	(1,858,451.42)	48.51%
Police Services Consolidated	366,573.12	1,131,564.06	3,697,374.00	(2,565,809.94)	30.60%
<b>CONSOLIDATED POLICE SERVICES NET REVENUES (EXPENSES)</b>	<b>5,483.45</b>	<b>618,980.52</b>	<b>(88,378.00)</b>	<b>707,358.52</b>	
<b>VAN LIESHOUT RECREATION CENTER</b>					
Van Lieshout Rec Center Revenues	2,384.06	7,851.91	10,690.00	(2,838.09)	73.45%
Van Lieshout Rec Center Expenses	853.41	20,668.40	32,846.00	(12,177.60)	62.93%
<b>VAN LIESHOUT NET REVENUES (EXPENSES)</b>	<b>1,530.65</b>	<b>(12,816.49)</b>	<b>(22,156.00)</b>	<b>9,339.51</b>	
<b>PROMOTIONAL FUND</b>					
Promotional Fund Revenues	41.92	95.01	10,775.00	(10,679.99)	0.88%
Promotional Fund Expenses	800.00	3,116.48	27,500.00	(24,383.52)	11.33%
<b>PROMOTIONAL NET REVENUES (EXPENSES)</b>	<b>(758.08)</b>	<b>(3,021.47)</b>	<b>(16,725.00)</b>	<b>13,703.53</b>	
<b>SPECIAL ASSESSMENTS</b>					
Special Assessment Revenue	65,876.82	147,781.33	199,500.00	(51,718.67)	74.08%
Special Assessment Expense	174.42	750.23	667,120.00	(666,369.77)	0.11%
<b>SPECIAL ASSESSMENTS NET REVENUES (EXPENSES)</b>	<b>65,702.40</b>	<b>147,031.10</b>	<b>(467,620.00)</b>	<b>614,651.10</b>	
<b>EQUIPMENT REVOLVING FUND</b>					
Equipment Revolving Revenue	2,353.55	20,252.39	275,000.00	(254,747.61)	7.36%
Equipment Revolving Expenses	-	-	340,000.00	(340,000.00)	0.00%
<b>EQUIPMENT NET REVENUES (EXPENSES)</b>	<b>2,353.55</b>	<b>20,252.39</b>	<b>(65,000.00)</b>	<b>85,252.39</b>	

	APRIL	YTD 2021	BUDGET 2021	VARIANCE	% OF BUDGET
<b>FACILITY AND TECHNOLOGY FUND</b>					
Facility and Technology Fund Revenues	35.53	35,904.30	74,232.00	(38,327.70)	48.37%
Facility and Technology Fund Expenditures	5,219.65	19,274.97	114,232.00	(94,957.03)	16.87%
<b>FACILITY AND TECHNOLOGY NET REVENUES (EXPENSES)</b>	<b>(5,184.12)</b>	<b>16,629.33</b>	<b>(40,000.00)</b>	<b>56,629.33</b>	
<b>TAX INCREMENT DISTRICT 4</b>					
Tax Increment District 4 Revenues	309.78	659,040.65	1,411,658.00	(752,617.35)	46.69%
Tax Increment District 4 Expenses	7,009.01	688,603.16	1,460,838.00	(772,234.84)	47.14%
<b>TAX INCREMENTAL DISTRICT 4 NET REVENUES (EXPENSES)</b>	<b>(6,699.23)</b>	<b>(29,562.51)</b>	<b>(49,180.00)</b>	<b>19,617.49</b>	
<b>TAX INCREMENT DISTRICT 5</b>					
Tax Increment District 5 Revenues	105.16	204,140.39	481,064.00	(276,923.61)	42.44%
Tax Increment District 5 Expenses	29,706.79	75,159.15	307,564.00	(232,404.85)	24.44%
<b>TAX INCREMENTAL DISTRICT 5 NET REVENUES OVER EXPENSES</b>	<b>(29,601.63)</b>	<b>128,981.24</b>	<b>173,500.00</b>	<b>(44,518.76)</b>	
<b>TAX INCREMENT DISTRICT 6</b>					
Tax Increment District 6 Revenues	2,147.15	510,618.25	1,071,291.00	(560,672.75)	47.66%
Tax Increment District 6 Expenses	41,588.60	609,490.62	6,360,126.00	(5,750,635.38)	9.58%
<b>TAX INCREMENTAL DISTRICT 6 NET REVENUES (EXPENSES)</b>	<b>(39,441.45)</b>	<b>(98,872.37)</b>	<b>(5,288,835.00)</b>	<b>5,189,962.63</b>	
<b>TAX INCREMENT DISTRICT 7</b>					
Tax Increment District 7 Revenues	118.65	250,632.89	529,550.00	(278,917.11)	47.33%
Tax Increment District 7 Expenses	5,221.33	(34,815.00)	75,673.00	(110,488.00)	-46.01%
<b>TAX INCREMENTAL DISTRICT 7 NET REVENUES (EXPENSES)</b>	<b>(5,102.68)</b>	<b>285,447.89</b>	<b>453,877.00</b>	<b>(168,429.11)</b>	
<b>TAX INCREMENT DISTRICT 8</b>					
Tax Increment District 8 Revenues	1,086.00	62,980.36	131,500.00	(68,519.64)	47.89%
Tax Increment District 8 Expenses	9,711.54	412,648.03	1,944,691.00	(1,532,042.97)	21.22%
<b>TAX INCREMENTAL DISTRICT 8 NET REVENUES (EXPENSES)</b>	<b>(8,625.54)</b>	<b>(349,667.67)</b>	<b>(1,813,191.00)</b>	<b>1,463,523.33</b>	
<b>PARK IMPROVEMENT</b>					
Park Improvement Revenue	4,500.00	12,480.57	92,481.00	(80,000.43)	13.50%
Park Improvement Expenses	3,070.52	(88,237.71)	387,243.00	(475,480.71)	-22.79%
<b>PARK IMPROVEMENTS NET REVENUES (EXPENSES)</b>	<b>1,429.48</b>	<b>100,718.28</b>	<b>(294,762.00)</b>	<b>395,480.28</b>	
<b>CAPITAL PROJECTS</b>					
Capital Projects Revenue	8.53	184,606.88	384,363.00	(199,756.12)	48.03%
Construction Projects	26.93	3,148.49	87,738.00	(84,589.51)	3.59%
Administration Capital Projects	24,263.64	74,006.17	202,017.00	(128,010.83)	36.63%
<b>TOTAL CONSTRUCTION EXPENSES</b>	<b>24,290.57</b>	<b>77,154.66</b>	<b>289,755.00</b>	<b>(212,600.34)</b>	<b>26.63%</b>
<b>CAPITAL PROJECTS NET REVENUES (EXPENSES)</b>	<b>(24,282.04)</b>	<b>107,452.22</b>	<b>94,608.00</b>	<b>12,844.22</b>	

	APRIL	YTD 2021	BUDGET 2021	VARIANCE	% OF BUDGET
<b>SEWER</b>					
<b>Sewer Revenues</b>	<b>218,658.15</b>	<b>763,534.10</b>	<b>3,089,536.00</b>	<b>(2,326,001.90)</b>	<b>24.71%</b>
Sewer Capital	4,668.86	12,709.63	286,720.00	(274,010.37)	4.43%
Sewer Financing	19,366.00	80,397.00	235,194.00	(154,797.00)	34.18%
Sewer Treatment	164,189.81	667,242.29	2,381,600.00	(1,714,357.71)	28.02%
Sewer Collection	19,600.56	65,239.67	219,971.00	(154,731.33)	29.66%
Sewer Customer A/R	11,022.59	35,574.92	144,243.00	(108,668.08)	24.66%
Sewer Admin and General	17,309.73	52,405.41	178,169.00	(125,763.59)	29.41%
<b>TOTAL SEWER EXPENSES</b>	<b>236,157.55</b>	<b>913,568.92</b>	<b>3,445,897.00</b>	<b>(2,532,328.08)</b>	<b>26.51%</b>
<b>SEWER NET REVENUES (EXPENSES)</b>	<b>(17,499.40)</b>	<b>(150,034.82)</b>	<b>(356,361.00)</b>	<b>206,326.18</b>	
<b>WATER UTILITY</b>					
<b>Water Utility Revenues</b>	<b>194,009.47</b>	<b>731,823.14</b>	<b>2,672,485.00</b>	<b>(1,940,661.86)</b>	<b>27.38%</b>
Water Capital Projects	2,426.69	7,602.48	48,432.00	(40,829.52)	15.70%
Water Financing	68,363.96	245,898.68	712,028.00	(466,129.32)	34.53%
Water Source	3,172.89	56,734.69	72,611.00	(15,876.31)	78.14%
Pumping	12,551.15	49,889.92	312,837.00	(262,947.08)	15.95%
Water Treatment	20,977.75	127,307.81	385,965.00	(258,657.19)	32.98%
Water Distribution	29,287.47	161,550.14	580,231.00	(418,680.86)	27.84%
Customer A/R	6,049.17	17,783.68	60,043.00	(42,259.32)	29.62%
Admin and General	14,483.07	57,963.23	163,778.00	(105,814.77)	35.39%
<b>TOTAL WATER EXPENSES</b>	<b>157,312.15</b>	<b>724,730.63</b>	<b>2,335,925.00</b>	<b>(1,611,194.37)</b>	<b>31.03%</b>
<b>WATER NET REVENUES (EXPENSES)</b>	<b>36,697.32</b>	<b>7,092.51</b>	<b>336,560.00</b>	<b>(329,467.49)</b>	
<b>STORMWATER UTILITY</b>					
<b>Stormwater Revenue</b>	<b>117,144.85</b>	<b>395,588.98</b>	<b>2,280,245.00</b>	<b>(1,884,656.02)</b>	<b>17.35%</b>
Stormwater Capital Projects	3,326.47	9,096.51	489,043.00	(479,946.49)	1.86%
Storm Financing	58,266.94	179,934.66	491,661.00	(311,726.34)	36.60%
Storm Pond Maintenance	31,814.94	42,400.37	117,031.00	(74,630.63)	36.23%
Storm Collection	24,296.96	54,969.16	310,334.00	(255,364.84)	17.71%
Storm Customer A/R	6,049.08	17,802.31	55,157.00	(37,354.69)	32.28%
Storm Admin and General	27,020.99	86,927.20	212,859.00	(125,931.80)	40.84%
<b>TOTAL STORM EXPENSES</b>	<b>150,775.38</b>	<b>391,130.21</b>	<b>1,676,085.00</b>	<b>(1,284,954.79)</b>	<b>23.34%</b>
<b>STORMWATER NET REVENUES (EXPENSES)</b>	<b>(33,630.53)</b>	<b>4,458.77</b>	<b>604,160.00</b>	<b>(599,701.23)</b>	

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

Property, Auto and Workers Compensation premiums paid for 1st and 2nd quarter 2021 so expenses for six months are shown YTD April.

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 - first quarter not billed until May due to delay in getting info from County.

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 five months are expensed in YTD April

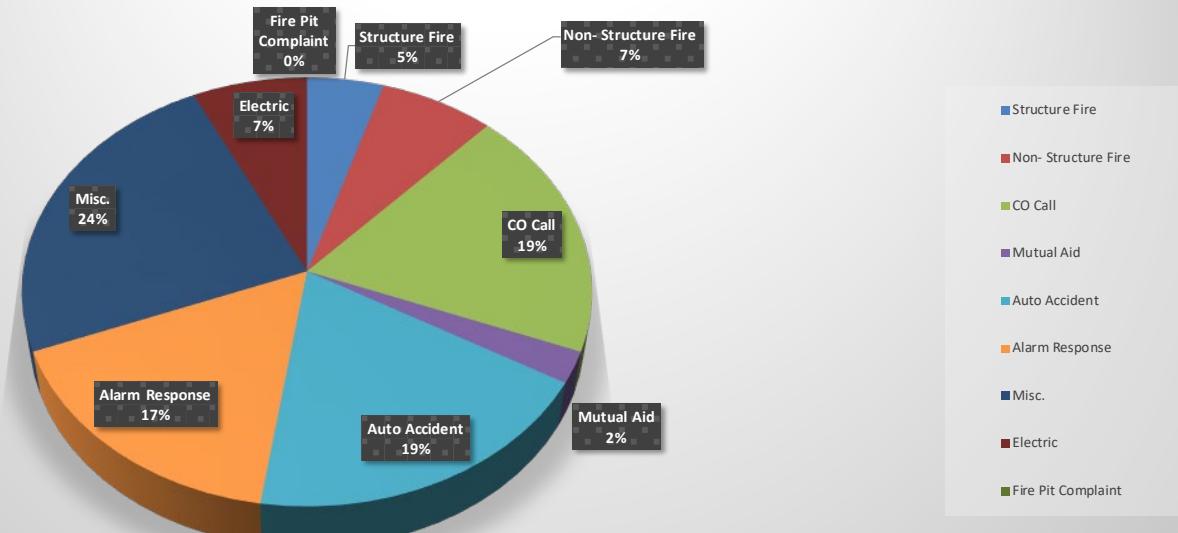
Reminder that capital assets are shown as expense in utilities until capitalized as part of year end audit preparation along with a few other annual processes

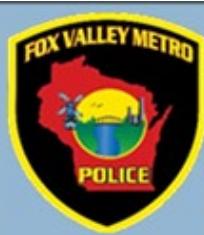
# Little Chute Fire Department

## 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
<b>2021 SUMMARY</b>	<b>2</b>	<b>3</b>	<b>8</b>	<b>1</b>	<b>8</b>	<b>7</b>	<b>10</b>	<b>3</b>	<b>0</b>	<b>42</b>	<b>152</b>	<b>202</b>	<b>165</b>	<b>172</b>	<b>155</b>	<b>132</b>
January 2021 Calls	1	1			1	2		2		7						
February 2021 Calls			4			2	1	1		8						
March 2021 Calls		2	3	1	4	3	4			17						
April 2021 Calls	1		1		3		5			10						

## Call by Type - 2021 Calls for Service





## Fox Valley Metro Police Department

- **Hiring/Personnel**
  - A conditional offer of employment has been made to an officer candidate. We hope to have this person complete their pre-employment testing the week of May 10-15.
  - Officer Sam Pynenberg had been offered the K-9 Handler position and has accepted. Training with the dog is scheduled for September and October of this fall.
- **Training**
  - Sworn personnel are currently participating in firearms and emergency vehicle operations recertification training.
  - The department is planning some crowd control/riot control training with other, area departments.
  - We are also planning to schedule some more employee wellness/resiliency training for the summer.
  - Officers Brady Boucher and Devin Reinke recently attended and completed Basic S.W.A.T. School training. Boucher and Reinke were selected last year to join the Outagamie County Joint, Emergency Response Team (ERT). Metro has three officers participate in the county-wide team. The other officer is Michael Gostisha. Metro officers from the ERT recently were requested and responded to the active shooter incident at the Oneida Casino.
- **EQUIPMENT:**
  - The department has taken delivery of the UTV that was donated by Kawasaki through Ken's Motorsports.
  - This equipment will be used at special events and incidents where regular squad cars may not have easy access. The unit will be equipped with some emergency lighting and decals that clearly indicate that it is a police vehicle.
  - We also received a \$2,000.00 grant from the Gold Cross Ambulance Community Fund within the Community Foundation for the Fox Valley Region to purchase a medical transport backboard and first aid/rescue related equipment.
- **EVENTS:**
  - *The Fox Valley Metro Police Department Honor Guard will be marching in the CheeseFest Parade. The unit will lead the parade with U.S. flag.*

## 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

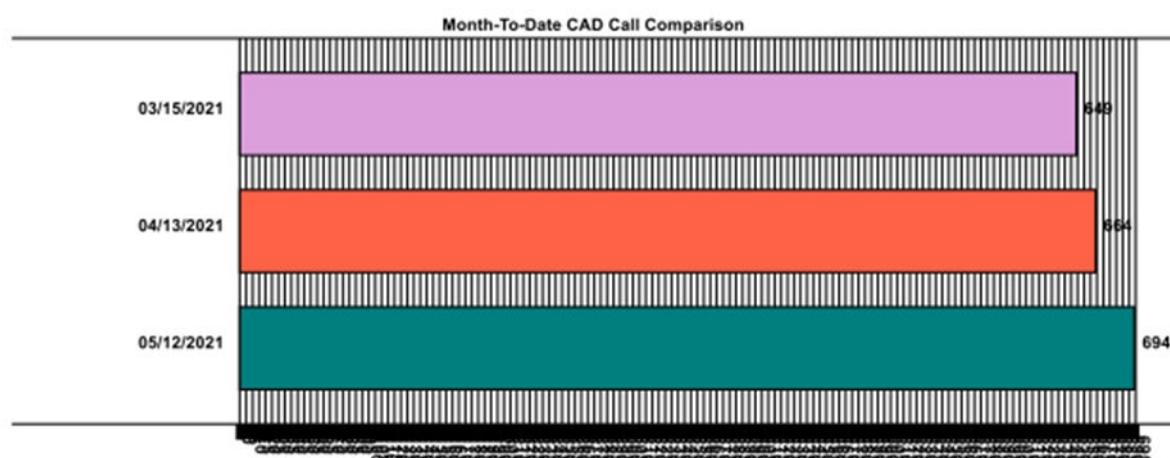
Month-to-Date CAD Call Detail

### Month-To-Date CAD Received Calls

Call Nature	04/14/2021	03/16/2021	1 mo %	02/15/2021	2 mo %
	to 05/12/2021:	to 04/13/2021:	change:	to 03/15/2021:	change:
911 Misdial	85	72	18.1%	75	13.3%
Abandoned Vehicle	3	2	50.0%	2	50.0%
Abdominal A-Adam Response	0	1	-100.0%	0	N/A
Accident in a Parking Lot	6	1	500.0%	3	100.0%
Accident with Injury	1	2	-50.0%	0	N/A
Accident with Scene Safety	1	4	-75.0%	0	N/A
Allergies D-David Response	0	1	-100.0%	0	N/A
Animal Bite	5	5	0.0%	0	N/A
Animal Bites D-David Response	0	0	N/A	1	-100.0%
Animal Call	14	14	0.0%	17	-17.6%
Assist Citizen or Agency	51	36	41.7%	42	21.4%
Battery	1	0	N/A	0	N/A
Bicycle Stop	1	0	N/A	0	N/A
Bleeding B-Boy Response	0	1	-100.0%	1	-100.0%
Bleeding D-David Response	0	0	N/A	1	-100.0%
Breathing Problem C-Charles	1	0	N/A	0	N/A
Breathing Problem D-David	3	8	-62.5%	4	-25.0%
Burglary	3	2	50.0%	2	50.0%
Carbon Monoxide Alarm	0	1	-100.0%	2	-100.0%
Chest Complaint C-Charles	1	1	0.0%	0	N/A
Civil Matter Assist	2	1	100.0%	1	100.0%
Civil Process	2	1	100.0%	19	-89.5%
Crime Prevention	67	58	15.5%	31	116.1%
Damage to Property	5	4	25.0%	8	-37.5%
Diabetic Issue C-Charles	0	1	-100.0%	0	N/A
Diabetic Issue D-David	0	0	N/A	1	-100.0%
Disturbance	7	18	-61.1%	15	-53.3%
Domestic Disturbance	2	3	-33.3%	3	-33.3%
Drug Complaint	4	2	100.0%	2	100.0%
Emergency Committal	0	1	-100.0%	0	N/A
Fainting C-Charles	1	0	N/A	0	N/A

Falls A-Adam Response	2	2	0.0%	1	100.0%
Falls B-Boy Response	1	1	0.0%	1	0.0%
Falls D-David Response	0	1	-100.0%	0	N/A
Fire Alarm Commercial	0	1	-100.0%	1	-100.0%
Fire Alarm Residential	0	1	-100.0%	1	-100.0%
Fire Dept Public Relations	0	0	N/A	1	-100.0%
Fire Oversized/Commercial Veh	0	1	-100.0%	0	N/A
Fire Unauthorized Burning	2	1	100.0%	0	N/A
Fire Vegetation or Grass	0	2	-100.0%	1	-100.0%
Fire Vehicle Small	0	0	N/A	2	-100.0%
Fireworks Complaint	1	0	N/A	0	N/A
Follow Up	23	16	43.8%	19	21.1%
Fraud Complaint	6	6	0.0%	6	0.0%
Graffiti Complaint	5	2	150.0%	0	N/A
Harassment	5	13	-61.5%	5	0.0%
Hazard in Roadway	14	12	16.7%	7	100.0%
Heart Problem C-Charles	1	0	N/A	1	0.0%
Heart Problem D-David	2	1	100.0%	1	100.0%
Jail GPS Checks	31	32	-3.1%	26	19.2%
Juvenile Complaint	10	11	-9.1%	10	0.0%
Law Alarms - Burglary Panic	9	6	50.0%	9	0.0%
Law Enforcement Medical	0	1	-100.0%	0	N/A
Lost or Found Valuables	9	5	80.0%	3	200.0%
Medical Assistance No Injury	0	5	-100.0%	1	-100.0%
Medical Pre-Alert	0	6	-100.0%	4	-100.0%
Missing Person	0	2	-100.0%	0	N/A
Motorist Assist	12	16	-25.0%	21	-42.9%
Natural Gas or Propane Leak	1	2	-50.0%	0	N/A
Noise Complaint	10	4	150.0%	3	233.3%
Ordinance Violation	13	12	8.3%	8	62.5%
Overdose B-Boy	1	0	N/A	1	0.0%
PNB D-David Response	0	0	N/A	1	-100.0%
PNB E-Edward Response	1	0	N/A	0	N/A
Parking Enforcement	9	8	12.5%	9	0.0%
Parking Request	0	3	-100.0%	1	-100.0%
Reckless Driving Complaint	23	31	-25.8%	25	-8.0%
Residence Lockout	1	1	0.0%	1	0.0%
Restraining Order Tracking	0	2	-100.0%	1	-100.0%
Retail Theft	1	3	-66.7%	0	N/A
Runaway Juvenile	4	2	100.0%	3	33.3%
Seizure A-Adam Response	1	0	N/A	0	N/A

Seizure D-David Response	1	0	N/A	0	N/A
Sex Offense	1	2	-50.0%	3	-66.7%
Sick A-Adam	3	2	50.0%	3	0.0%
Sick C-Charles	2	2	0.0%	1	100.0%
Sick D-David	0	1	-100.0%	0	N/A
Stroke C-Charles	0	0	N/A	1	-100.0%
Structure Fire Smoke or Flame	5	0	N/A	0	N/A
Suspicious Incident	7	17	-58.8%	7	0.0%
Suspicious Person	4	2	100.0%	5	-20.0%
Suspicious Vehicle	8	11	-27.3%	7	14.3%
Testing Only	1	0	N/A	2	-50.0%
Theft Complaint	12	1	1,100.0%	5	140.0%
Theft of Automobile Complaint	1	0	N/A	1	0.0%
Traffic Enforcement	13	3	333.3%	5	160.0%
Traffic Stop	116	91	27.5%	147	-21.1%
Transport	0	0	N/A	1	-100.0%
Transport Accident D-David	0	0	N/A	1	-100.0%
Traumatic Injuries A-Adam	0	1	-100.0%	0	N/A
Trespassing	1	4	-75.0%	1	0.0%
Truancy	0	1	-100.0%	0	N/A
Unconscious D-David	1	0	N/A	1	0.0%
Unknown Odor in Structure	0	1	-100.0%	0	N/A
Unlocked or Standing Open Door	1	2	-50.0%	2	-50.0%
Vehicle Accident	22	15	46.7%	18	22.2%
Vehicle Lockout	5	8	-37.5%	5	0.0%
Vehicle Pursuit	1	0	N/A	0	N/A
Violation of Court Order	0	0	N/A	1	-100.0%
Wanted Person or Apprehension	1	5	-80.0%	1	0.0%
Water Problem	0	1	-100.0%	0	N/A
Water Rescue	0	0	N/A	1	-100.0%
Weapon Violation	2	1	100.0%	0	N/A
Welfare Check	21	41	-48.8%	26	-19.2%
Wire Down	1	0	N/A	0	N/A



# Little Chute Public Library

## HIGHLIGHTS

- Staffing: Summer Assistant begins at the end of May
- Continue planning process for potential commercial kitchen in Civic Center
- Carpet installation currently underway
- Gathering statistic on library users
- Disbursement of Summer Library Program Flyer
- Building partnerships with Windmill
- Relaunching in-person programs for June
- Reviewing and updating management of statistics
- Developing material list and marketing options for unconventional items for checkout (ie: knitting needles, baking tins, Blu-ray players, board games, bicycles)
- Developing volunteer documents and recruitment



## TOP PRIORITIES FOR MAY

- Bookstore Organization Model project
- Renovation
- Summer Library Program Planning
- School Visits
- New Pre-K Reading Program: 20,000 Reads Under the Sea
- Marketing push to non-library users

## UPCOMING EVENTS

- Spring into Reading: 2021 Spring
- Evening Book Club
- To-go Craft: Memorial Day Paper Lanterns
- Health Talks
- Poetry Contest
- Booth at Cheese Fest
- Chair Painting with Rustic Resque: June 2, 9, 16, & 30th
- Grand Opening Event: June 1<sup>st</sup>
- Virtual programming via Facebook
  - Unboxing
  - Storytimes

## APRIL 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
4/21/2021	12:45	Unboxing	Other (all ages)	Live virtual		177		
4/20/2021		Health Talk	Other (all ages)	Live virtual	9			
4/11/2021	12:00	Police Dog Storytime	Children (0-11)	Pre-recorded				84
4/8/2021	10:15	Unboxing	Other (all ages)	Live virtual		197		
4/1/2021		To-Go Craft: Painted Pinecones	Other (all ages)					50
4/19/2021	6:30	Evening Book Club	Other (all ages)	Live virtual	7			
4/1/2021		Reader's Advisory Posts	Other (all ages)					23
4/15/2021		Goat Storytime	Children (0-11)	Pre-recorded			98	
4/1/2021		Informational Media: FB	Other (all ages)					303
4/1/2021		Recreational Media: FB	Other (all ages)					226
4/15/2021		Feeding America	Other (all ages)					16
4/22/2021		Feeding America	Other (all ages)					22
4/1/2021		Children's Book Packs	Children (0-11)					8
4/1/2021		Adult Book Packs	Other (all ages)					3
4/15/2021	2:00 PM	Reads School Visit	Children (0-11)	Live virtual	104			
4/15/2021	6:30 PM	Reads Public Event	Other (all ages)	Live virtual	137			

### Circulation:

Library Statistics from OWLS				
	JAN	FEB	MAR	APR
Physical Materials Circulation	1704	3123	3323	3209
Hoopla EBooks	92	98	104	97
Hoopla Audiobooks	168	168	190	163
Hoopla Movies	13	4	13	18
Hoopla Comics	14	8	14	6
Hoopla Music	14	8	3	7
Hoopla TV	6	8	0	0
Overdrive E Book	407	716	642	
Overdrive Audiobook	676	420	479	
Overdrive Magazines	NA		7	25
RB Digital Magazines		122	92	86
Physical Renewals		531	1197	1256
ILL Loaned		1727	1648	1805
ILL Borrowed		2167	2207	2217
Public Internet Use	0	0	0	0
Wireless Logins		639	52	695
Laptop Checkouts	N/A	N/A		28
Door Count		0	0	0
				780

# Parks, Recreation and Forestry Department

## APRIL 2021 HIGHLIGHTS

- Held bid opening April 15 for the ADA Canoe/Kayak Launch at Heesakker Park;
- awarded to Milbach Construction Services from Kaukauna.
- Continued to set up vendors for the Village Market.
- Two part time staff have started mowing operations.
- Interviews held for Park & Rec Director position; offered to & accepted by selected candidate.
- Crews opened up all the restrooms in the parks; daily cleaning & sanitizing of bathrooms scheduled. Increase in vandalism to the restrooms since opened.
- Pool has been painted on the shallow end and will resume on the deep end when weather allows.
- Baseball fields prepped and graded for scheduled games.
- Soccer fields have been located, painted and nets were installed .
- Held Arbor Day Observance on Friday, April 30 at Doyle Park by planting two trees donated by BLC Community Bank. Scouts also planted a tree in April at Van Lieshout Park.
- Security camera installing has been started, trenching and conduit has been completed.
- Parkers Tree Service completed the contracted removals for park and terrace trees.
- Stump grinder was rented for 1 month and crews have been grinding and restoring areas.
- Received Wisc DOT street closure permit for Main Street on June 5 for Cheese Festival parade & run.
- Planning work for Chute-ing Stars Tryouts, Spring Archery Program, Men's Softball League Schedules, and Jets Football Meeting/Registration.
- Booked requested fields for practices & games for High School Soccer, High School Baseball, LC Diamond Club leagues, LC Blue Jays, LC River Bandits.
- Planning for required summer staff training in early June – bloodborne pathogens & CPR/FirstAid/AED.
- Chute-ing Stars Dance Team competed in the State JEM Competition on Saturday, April 24 and received 1st Place Poms Champion and 1st Place Kick Champion. (9th year in a row for Poms & 5th year for Kick)

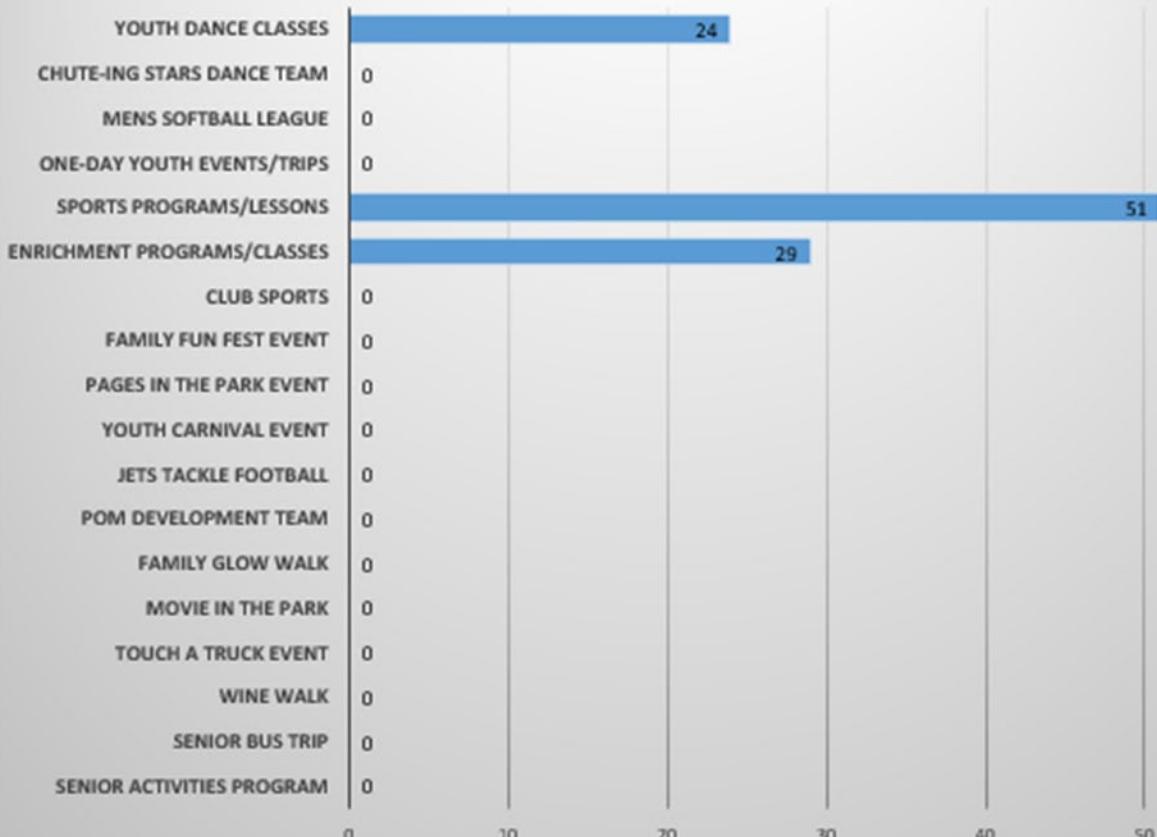


## TOP PRIORITIES FOR MAY

- Final prep for River Run 5K Walk/Run Event on Saturday, May 8.
- Final prep for 2021-2022 Chute-ing Stars Dance Team Parent/Dancer Meeting on Monday, May 10 and Tryouts on Friday, May 14.
- Final prep for Youth Dance Program Showoff on Tuesday, May 11.
- Final prep for start of Men's Softball League games at Doyle on Thursday, May 13.
- Assist LC Diamond Club with schedule planning for youth baseball/softball programs.
- Finish painting pool; when dry start filling process.
- Planning for Cheese Fest grounds setup.
- Planning for Summer All Staff Meeting on Wednesday, May 26.
- Planning for swim lesson signup, concession stand items, & pool opening.
- Final prep for start of June recreation programs.
- Grind stumps and backfilling.
- Training of summer parks staff.
- Prep work to ball diamonds & soccer fields for scheduled games.



## 2021 Year-To-Date PROGRAM PARTICIPATION



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



# Department of Public Works

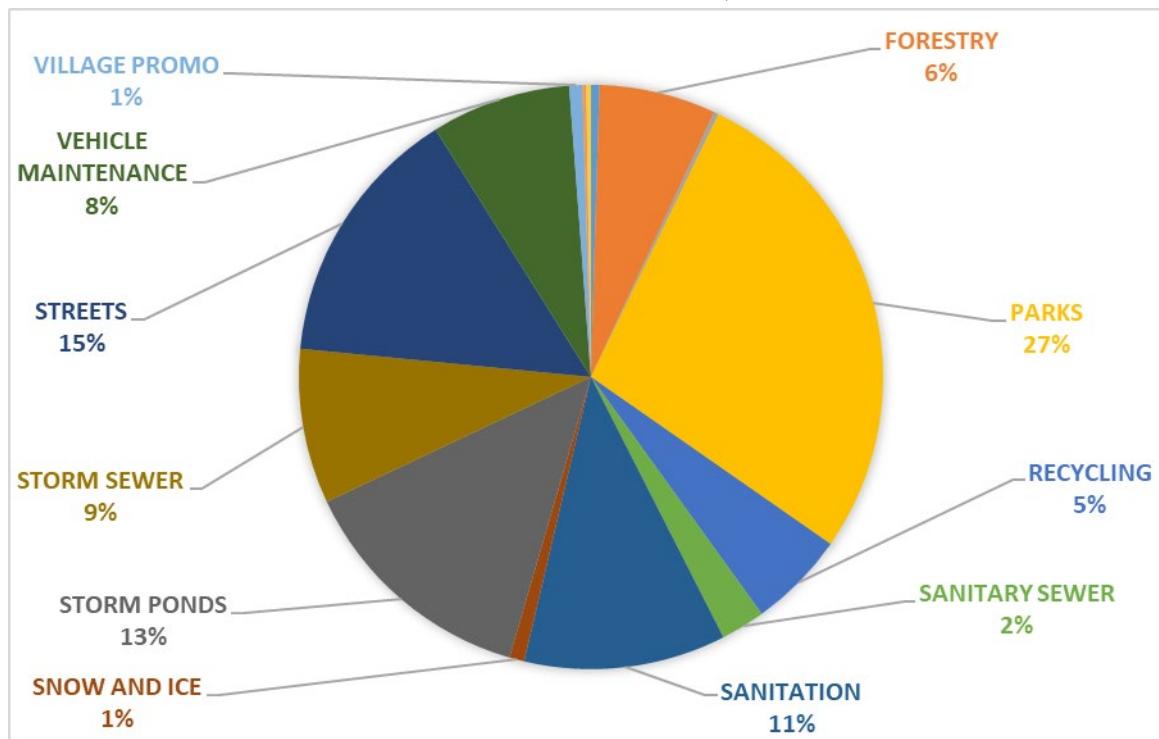
## HIGHLIGHTS

- 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 remainder of the year.
- Replaced batteries, maintained, and read laser meters in sanitary sewer system.
- Worked with Geographical Information System (GIS) consultant, data conversion.
- Actively searched for inflow and infiltration in the sanitary sewer collection system.
- Continued yearly jetting of the Village's sanitary sewer system.
- 2021 Spring DPW Newsletter was distributed to all Village residents.
- Opened yard waste site for the season. So far over 600 households renewed the access cards for the season.
- Prairie burns took place for the Village's storm ponds. Prescribed fire is a necessary tool to keep open prairie free from invasive vegetative species and reinvigorates stands of grass and wildflowers to their fullest potential. Burning reduces and eliminates thatch build up that inhibits new growth, increases species diversity, recycles nutrients and improves soil erosion control and water quality.
- White good (metal bulkies), tires and extra bags were picked up during the last week of the month.
- Both street sweepers started the yearly cycle of street clean-up.
- Delivered and placed concrete barriers at Fox Valley Metro Police Department (FVMPD).
- Helped move tables and set-up for voting.
- Installed chimney seals in sanitary collection system manholes.
- Began crack sealing streets in the Village.
- Received the last salt loadings for the 2021 spring delivery.
- Interviewed, selected, and hired candidates for the two open DPW/PR&F positions

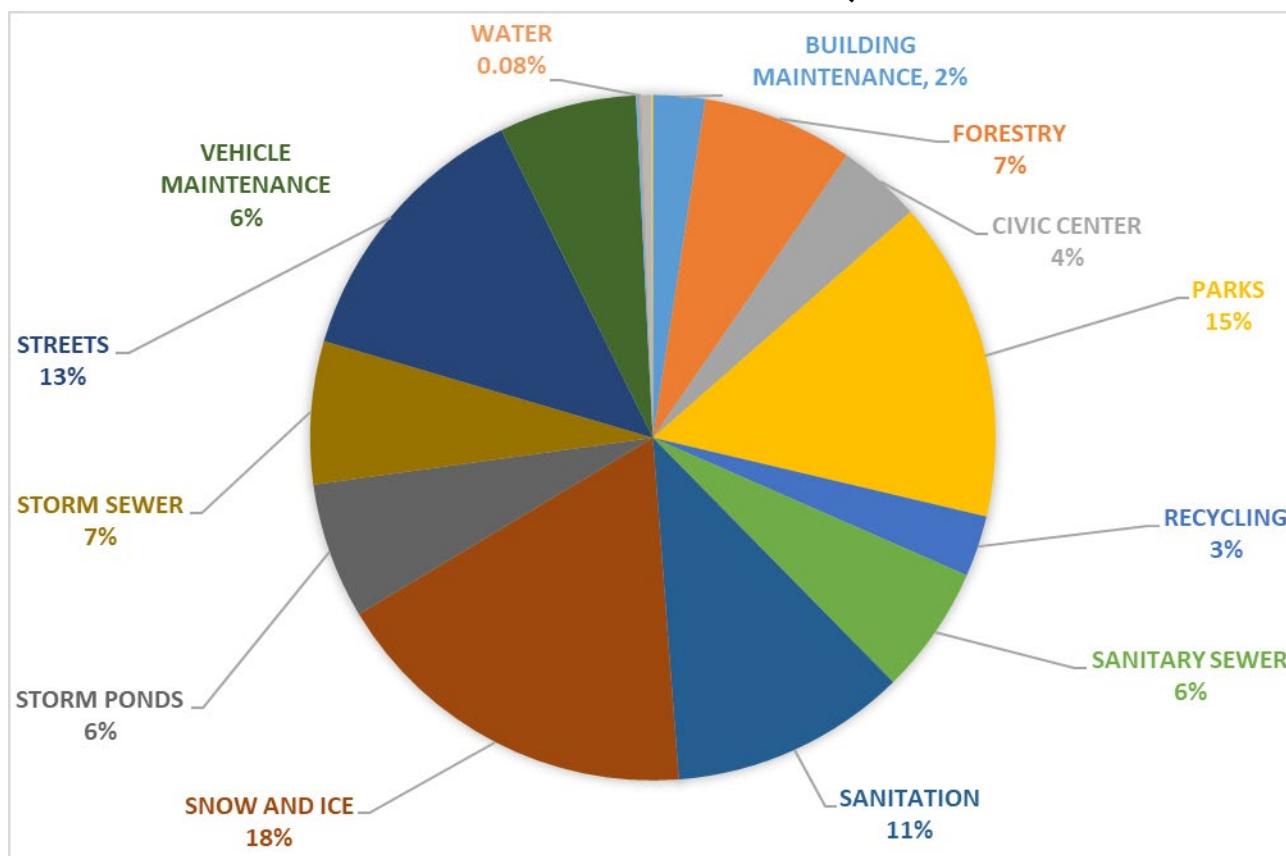
## TOP PRIORITIES FOR MAY

- Create reoccurring tasks in the storm water, and sanitary sewer collection system using work order/asset management software.
- Met with The Village of Kimberly to develop refuse truck specifications.
- Continued to work with White Construction on the TDS fiber project.
- Monitor erosion control and storm water permits.
- 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).
- Prepare 2020 Compliance Maintenance Annual Report (CMAR).
- Onboard two newly hired DPW/PR&F employees.
- Meet with Canadian National Railroad and Contractor (Rail Works) regarding 2021 maintenance of Village railroad spur.
- Start collecting; road PASER ratings, sidewalk replacement info, and chip sealing info.

## MARCH 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)



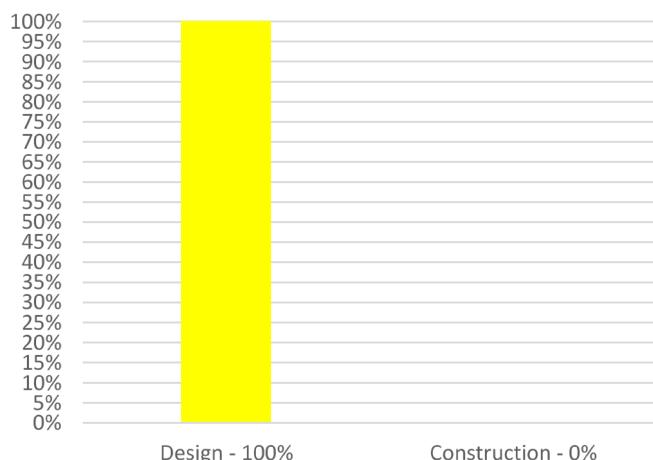
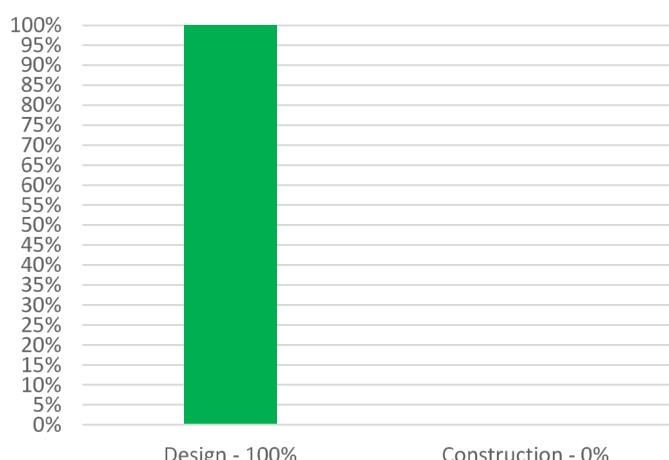
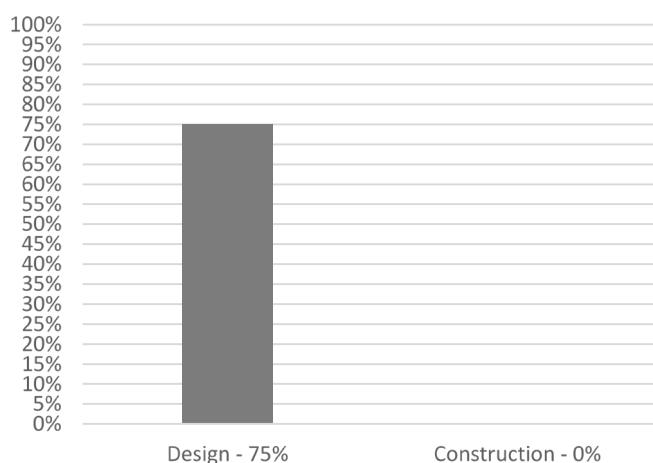
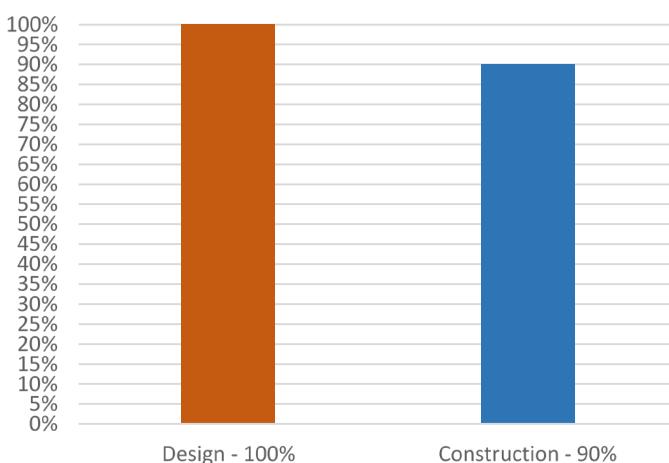
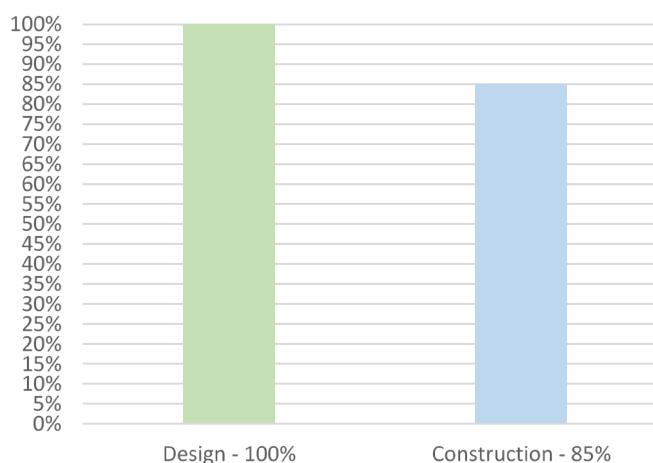
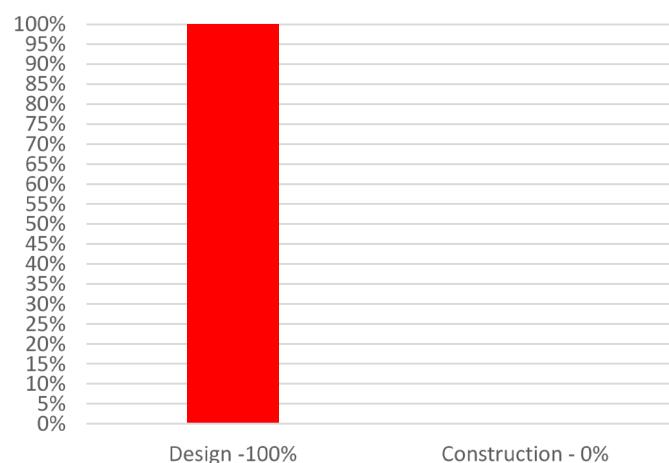
# Engineering Department

## HIGHLIGHTS

- Downtown Hotel Storm Sewer & Lyle Street Storm Sewer – The Downtown and Lyle Street Storm Sewer Projects have had the pavement restoration completed. The contractor is in the process of terrace and yard restoration.
- Ebb Trail and Storm Sewer – The contractor has roughed in the gravel trail. The contractor to complete restoration and final trail grading.
- Hartzheim Drive Urbanization and Extension – Engineering staff are in the process of having the contract completed for this work. We will be scheduling a preconstruction conference in the month of May. This project has historical wetlands and we are waiting for our general permit from the WDNR.
- Evergreen Drive (Freedom Road to Vandebroek Road) – Engineering staff are in the process of having the contract completed for this work. We will be scheduling a preconstruction conference in the month of May.
- North Ave - CTH OO Sanitary Sewer Replacement Project – Engineering staff are in the process of having the contract completed for this work. We will be scheduling a preconstruction conference in the month of May.
- Other Activities
  - Last year's utility construction for Homewood Court, Carol Lynn Drive and Hickory Drive have been field surveyed and record documents prepared. These utility projects have also been input into our GIS database.
  - Lyle Street Storm Sewer, Downtown Storm Sewer and Moasis Drive Water Main have been field surveyed and record documents are in the process of being made. As soon as the record documents are complete, the utility information will be added to our GIS database.

## TOP PRIORITIES FOR MAY 2021

- Contract execution and holding a preconstruction conference will be our main focus in May regarding this years projects which include the following: Hartzheim Drive Urbanization, Evergreen Drive Urbanization, and CTH OO Sanitary Sewer Replacement Project.
- Vandebroek Pond – Design modifications are continuing the enlarged pond has the capacity to serve a developed area of 30 acres.
- Pheasant Run Storm Sewer – Engineering staff is revisiting this project to replace an open swale with a storm sewer. Easements are required for this project from the private land owners. Village engineering staff are in the process of contacting the current land owners to obtain the necessary easements and allow us onto their property to obtain survey information.
- Pine Street Parking Lot – Design modifications have been completed to extend the parking lot improvements to Grand Avenue and Vandebroek Street. A revised cost estimate was also completed for the additional work. The revised layout is scheduled to be on the Village Board's Agenda on May 19th.
- CIP Process for Project Selection – Engineering staff have revised the cost estimates for the next five years to assist in determining which projects will be constructed in the 5-year plan. We are scheduled to submit to the Finance Department by May 7th.

**Evergreen Drive Phase 2****Harztheim Drive****Vandenbroek Pond****Downtown Storm Sewer - Hotel****Ebben Storm Sewer****OO Sanitary Sewer**

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

**ITEM DESCRIPTION: Little Chute Community Area Network (LC CAN) Update**

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

**REPORT DATE:** May 14, 2021

**EXPLANATION:** You will recall that the Village of Little Chute and Little Chute Area School District have previously worked collaboratively on a jointly owned/operated community fiber optic network. This partnership has been largely successful for both entities.

In recent discussions with our school district partners, we have discussed enhancing the current facilities to extend to all water utility sites in the village. The project will provide for modernization of cybersecurity, including hardware, software, and protection of critical infrastructure for the entire Water Utility System. Additionally, this would enhance management of the water utility to a greater extent while also providing new systems development in metering, metering technology, and meter changes. Finally, having this capability at our elevated tanks provides the school district with broadband advantages to serve unserved or under-served households.

The LC CAN Technology Representative has provided preliminary information on what an expansion could cost for this effort based upon their efforts with a potential contractor. I have attached the following on this topic:

- Executive Summary
- Various maps showing the needed extensions

Finally, as we look at this projects viability, one area staff may recommend that this project is funded through the American Recovery Act resources. We will continue to analyze and discuss further when it is appropriate.

**RECOMMENDATION: Provided for Information**

## LITTLE CHUTE CAN – HIGH-LEVEL CONSTRUCTION OVERVIEW

### Assumptions

All measurements used for cost estimations were obtained using Google Earth. Vault locations were simply placed at major intersections or roughly 1,000' apart. Field work and engineering would better determine the number of vaults and best locations for those vaults. Most fiber routes were costed using 96-strand. More research and planning would be needed to properly plan the amount of fiber necessary to cover future needs of the community.

### Bill of Materials – Major Components Per Build & Cost Overview

	Well #3	Tower #2	Well #1	DPW	Tower #1	Well #4	Future H2O Tower
Distance	1,300'	1,900'	2,000'	5,000'	3,200'	3,600'	6,500'
Vaults	2	1	3	4	2	4	6
Fiber	24	24	96	96	96	96	96
Cost	\$31,400	\$38,500	\$46,700	\$94,100	\$62,800	\$72,900	\$116,600

### Project Options

#### Option 1: Phased Construction

Because the total estimated cost is likely to be close to \$500k, it may make more sense to phase the projects out with an annual budget. One option could be the following:

2022: Construct Well #3, Tower #2, and Well #1 - **\$116,600**

2023: Construct DPW & Tower #1 - **\$156,900**

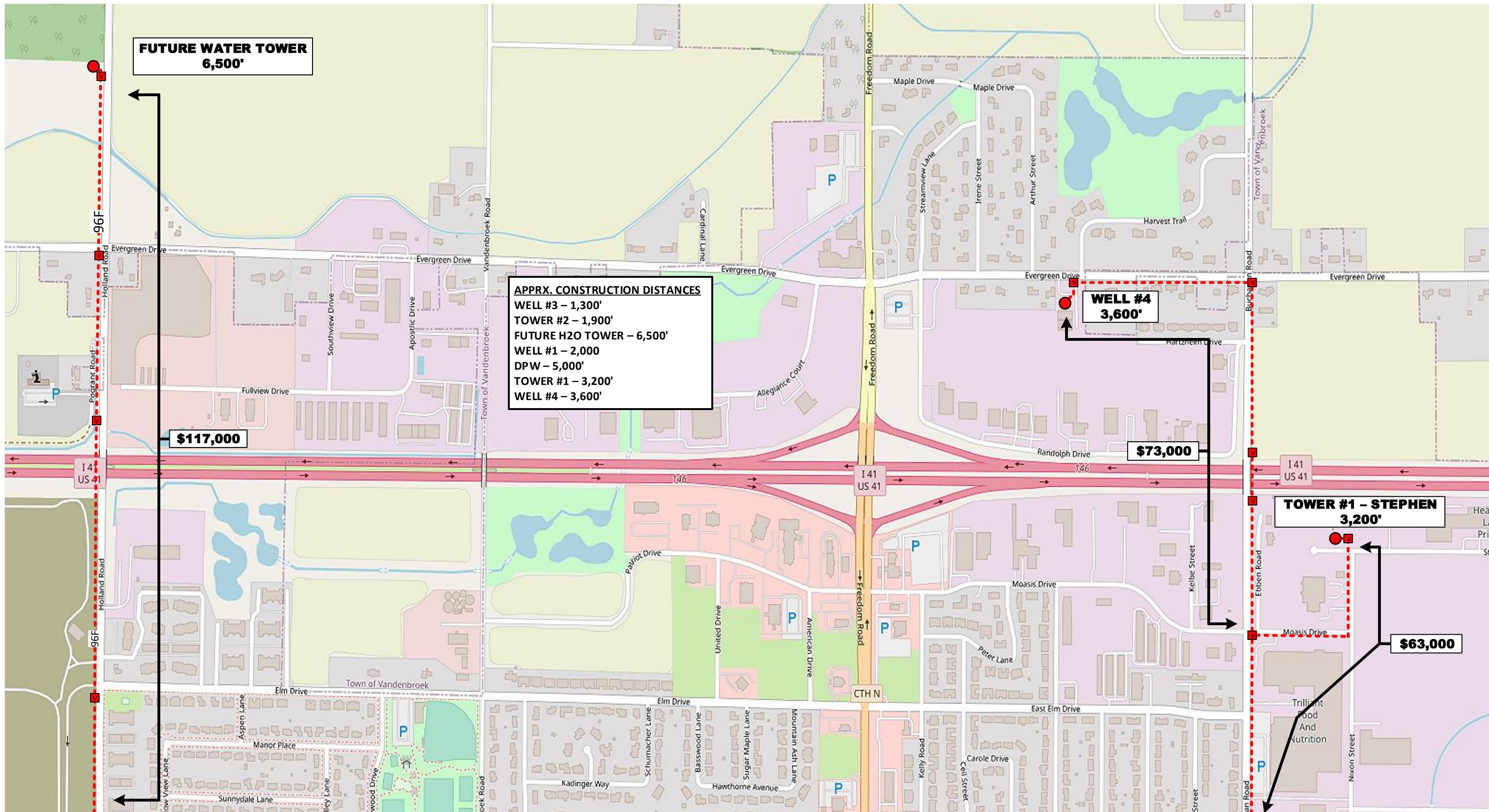
2024: Construct Well #4 & Future Water Tower - **\$189,500**

Option 2: Total Build – Estimated Cost = **\$456,200 (there would be some cost reduction when doing a large project for planning, design, and construction)**

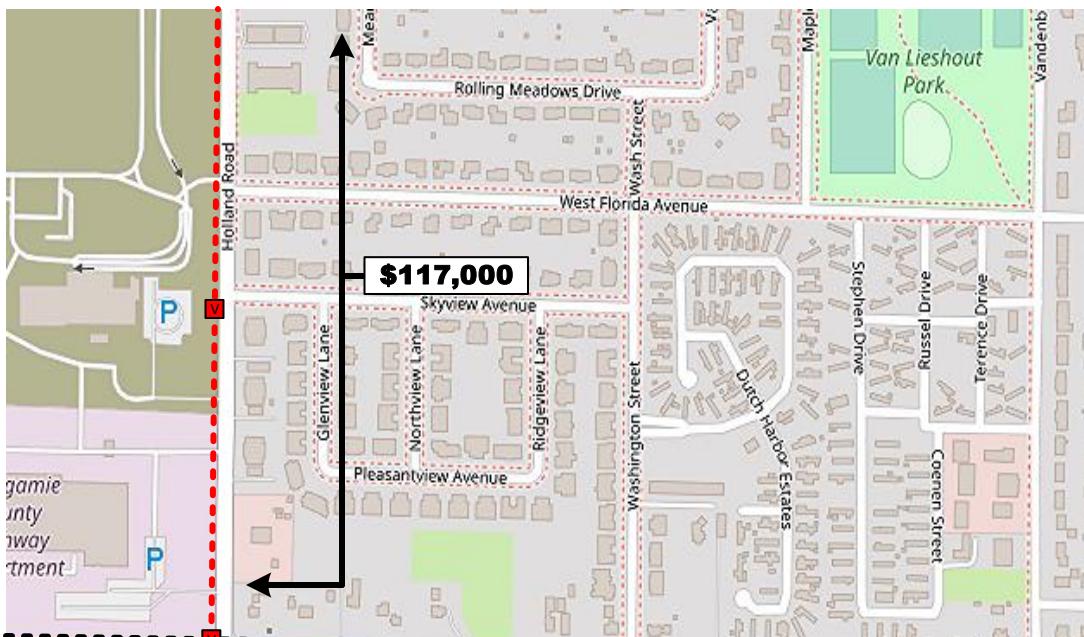
The average contractor can build about 1200' per day under normal circumstances. Total construction time for all the projects using one crew would be 4-6 weeks assuming there are no interruptions.

Feel free to contact me if you have any questions.

Frank Livermore, President  
509 E. 19<sup>th</sup> St.  
Kaukauna, WI  
(920) 636-8641  
[frank.livermore@livermoretechnologies.com](mailto:frank.livermore@livermoretechnologies.com)

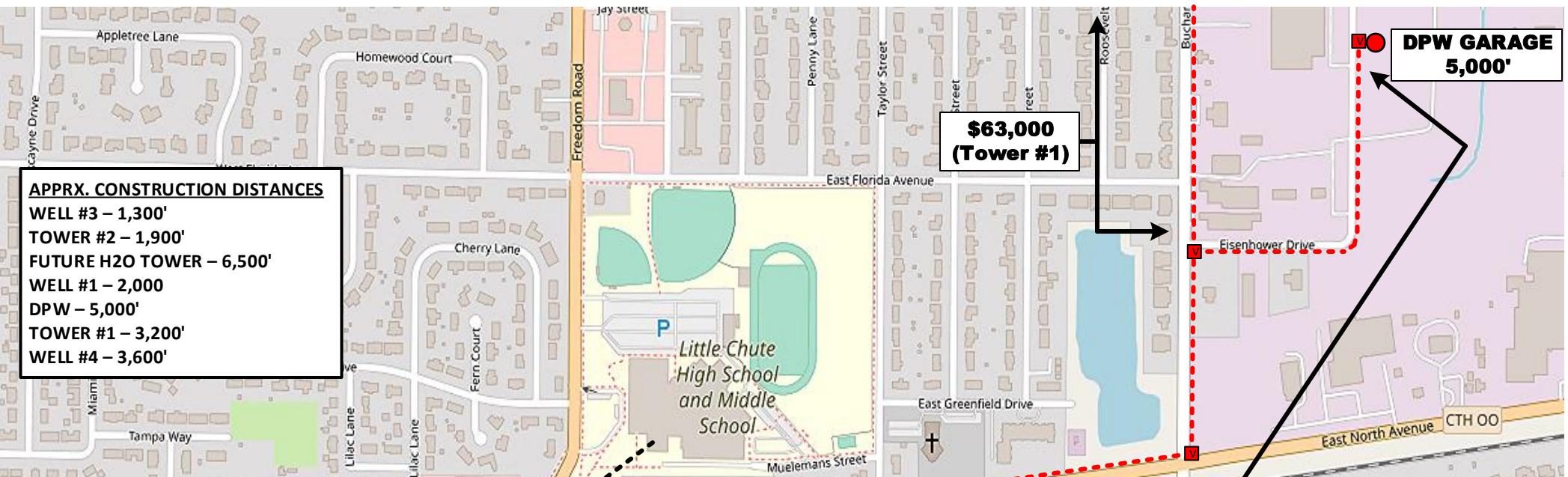


## TO FUTURE WATER TOWER



APPRX. CONSTRUCTION DISTANCES  
 WELL #3 – 1,300'  
 TOWER #2 – 1,900'  
 FUTURE H2O TOWER – 6,500'  
 WELL #1 – 2,000  
 DPW – 5,000'  
 TOWER #1 – 3,200'  
 WELL #4 – 3,600'

## TO TOWER #1 & WELL #4



\$94,000

\$34,000

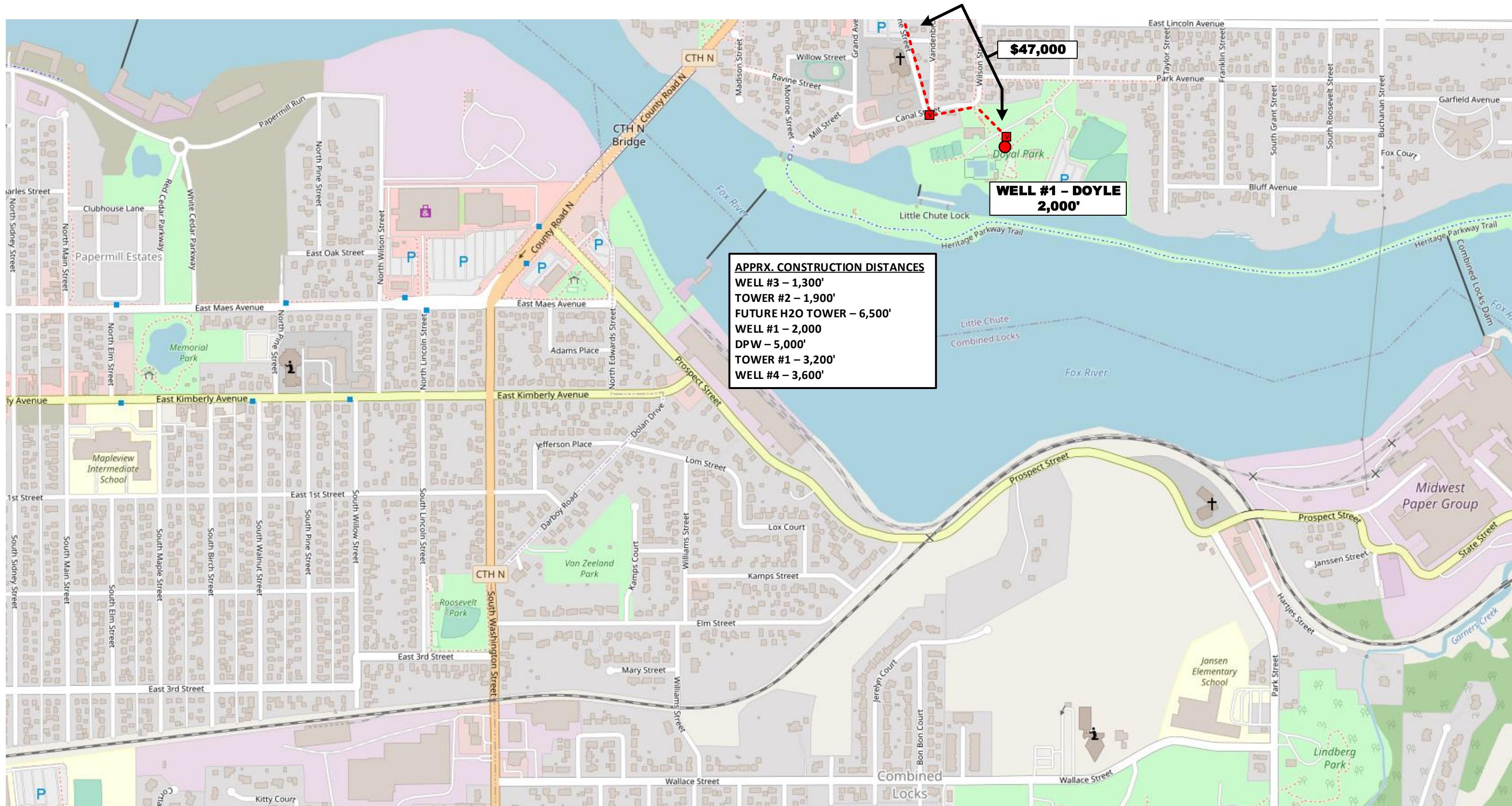
WELL #3 – WASHINGTON  
1,300'

TOWER #2 – JEFFERSON  
1,900'

\$38,000

\$47,000

## TO WELL #1 (DOYLE PARK)



	<b>LIVERMORE</b> TECHNOLOGIES L.L.C.
DESIGNER	FRANK LIVERMORE
ISSUED	5/10/2021

SIZE	PROJECT NUMBER	MAP DESCRIPTION	REV	 New Vault	 Existing Vault	 Telcom Pole	 Pole to Pole Guy	 New D. Bore	 Term
				 New Manhole	 Existing Manhole	 Joint-Use Pole	 Overhead Guy	 New Plow	 Fiber
US B	0000-XXXX	LITTLE CHUTE/LCCAN – SOUTH (1 OF 2)	1.0	 New Handhole	 Existing Handhole	 Trans. Pole	 Anchor	 Existing UG	Loop or Showhoe
SCALE	1" = NA	LITTLE CHUTE, WI	SHEET	 New Pedestal	 Existing Pedestal	Metal Pole	Extension Arm	Alt. UG Route	Fiber Splice
ISSUED	5/10/2021			UG Marker	Locate Marker	Riser Pole	Push Pole	Aerial	ATTENTION

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

<b>ITEM DESCRIPTION:</b> Relocating the Trash Enclosure for the Cobblestone Hotel
<b>PREPARED BY:</b> David Kittel, Community Development Director
<b>REPORT DATE:</b> 5/14/2021
<b>ADMINISTRATOR'S REVIEW/COMMENTS:</b>
<b>EXPLANATION:</b> Recently the Developer of the Cobblestone Hotel has requested an update to the site plan. This update is to relocate the Trash Enclosure from the current approved location by Jets Pizza over to the North side of the property. The Enclosure would be roughly in the middle of the northern property line. Originally the Trash Enclosure was to be on the North side of the property near one of the residence but, was moved due to concerns over smell. This new proposed location would be in the back yard area instead of by the residences. What is driving this request is from a visual standpoint of if you are looking out toward the windmill from the hotel, currently you would have a good view of the Trash enclosure as well. By relocating the Trash Receptacle it would provide a more scenic view of the windmill and the downtown. This request is coming before the board due to it originally being a comment to move this from the original plan. See the attached site plan showing the current location and the proposed relocation area for the Trash Enclosure.  The residents on the northern border of the Hotel have agreed to move of the dumpsters provided the fence is changed to be 8ft tall.
<b>RECOMMENDATION:</b> For the Board to discuss and to take action on.



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

**ITEM DESCRIPTION:**

St. Johns Parking lot

**PREPARED BY:** David Kittel, Community Development Director

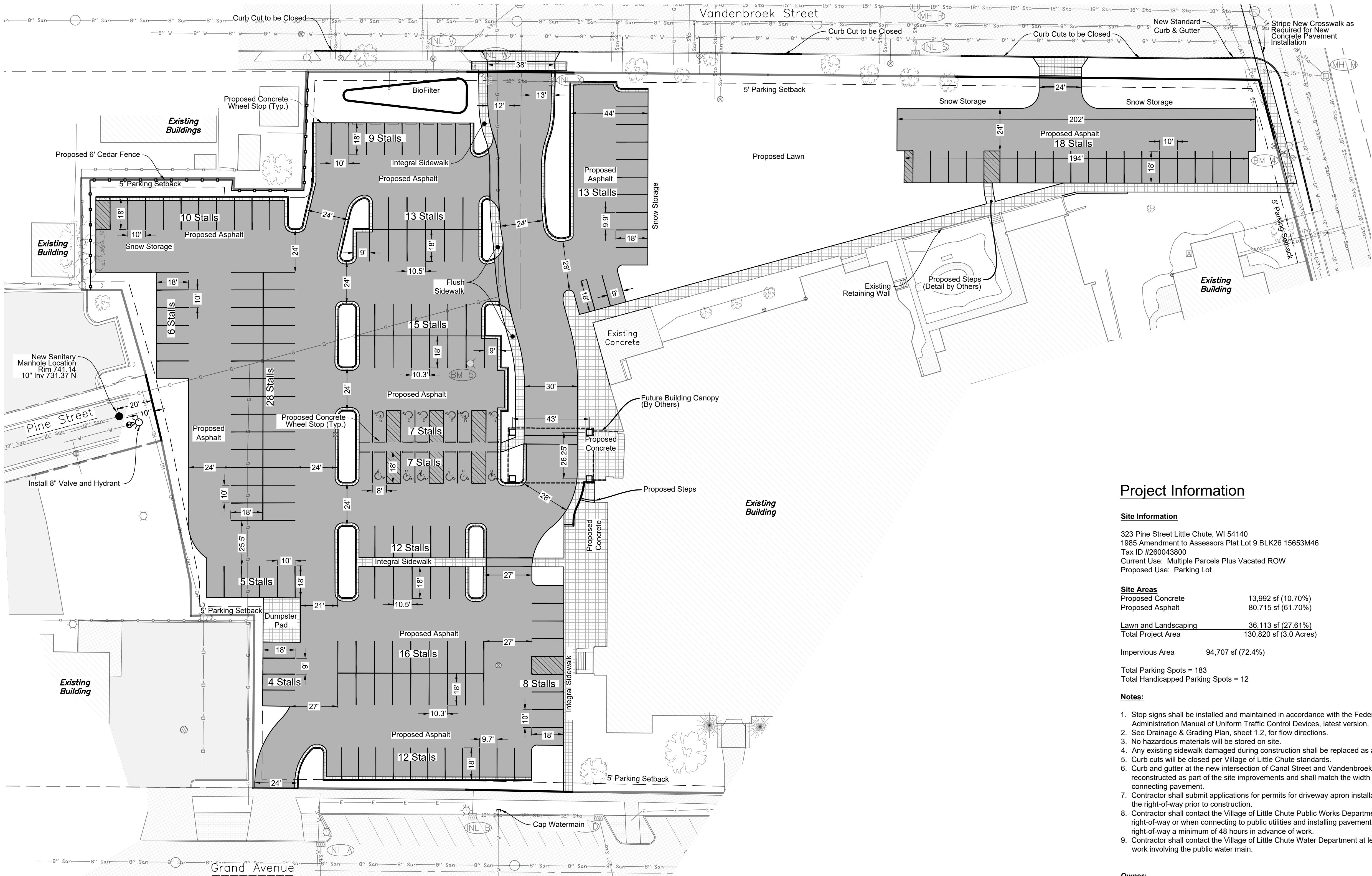
**REPORT DATE: 5/15/2021**

**ADMINISTRATOR'S REVIEW/COMMENTS:**

**EXPLANATION:**

There has been a change to the design of the St. Johns Parking lot. Due to this project going through the site plan review process with approval of the plan by the Village Board, these changes are coming back to the Board for review/approval. The changes to the site plan have been primarily in the Island location and the design of lot on the northern portion. One item that has come up with this site plan is that there is not enough room for the plantings on the North Eastern property line. To keep the neighbor's trees intact the fence has shifted south which leaves no room for the proposed arborvitae. The original site plan did have this as part of the design. The updated site plan is attached to this report.

**RECOMMENDATION:** To approve the changes to the St Johns Parking lot with the condition the storm water maintenance agreement is updated to properly reflect the changes.



# SITE PLAN

# John Nepomucene Catholic Community

## Village of Little Chute, Outagamie County, WI

### For: St. John Nepomucene Catholic Community

For: St. John Nepomucene Catholic Community

## LOCATION MAP

SE 1/4 SEC 21, T 21 N, R 18 E,  
VILLAGE OF LITTLE CHUTE  
OUTAGAMIE COUNTY, WI

1-1866 Fax: 920-441-0804  
[www.davel.pro](http://www.davel.pro)

**ENVIRONMENTAL, INC.**  
**Civil Engineers and Land Surveyors**

## Project Information

## Site Information

323 Pine Street Little Chute, WI 54140  
1985 Amendment to Assessors Plat Lot 9 BLK26 15653M46  
Tax ID #260043800  
Current Use: Multiple Parcels Plus Vacated ROW  
Proposed Use: Perkins Lot

<b><u>Site Areas</u></b>	
Proposed Concrete	13,992 sf (10.70%)
Proposed Asphalt	80,715 sf (61.70%)
<u>Lawn and Landscaping</u>	36,113 sf (27.61%)
Total Project Area	130,820 sf (3.0 Acres)
Impervious Area	94,707 sf (72.4%)
Total Parking Spots = 183	
Total Handicapped Parking Spots = 12	

## Note

1. Stop signs shall be installed and maintained in accordance with the Federal Highway Administration Manual of Uniform Traffic Control Devices, latest version.
2. See Drainage & Grading Plan, sheet 1.2, for flow directions.
3. No hazardous materials will be stored on site.
4. Any existing sidewalk damaged during construction shall be replaced as a part of this project.
5. Curb cuts will be closed per Village of Little Chute standards.
6. Curb and gutter at the new intersection of Canal Street and Vandenbroek Street will be reconstructed as part of the site improvements and shall match the width of gutter section of the connecting pavement.
7. Contractor shall submit applications for permits for driveway apron installation and excavation in the right-of-way prior to construction.
8. Contractor shall contact the Village of Little Chute Public Works Department prior to work in the right-of-way or when connecting to public utilities and installing pavements in the public right-of-way a minimum of 48 hours in advance of work.
9. Contractor shall contact the Village of Little Chute Water Department at least 4 days prior to any work in the public right-of-way.

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St. John Nepomucene Catholic Church  
c/o Deacon David Van Eperen  
323 Pine Street  
Little Chute, WI 54140  
Telephone: (920) 788-9061  
E-mail: [davidvaneperen@sislc.net](mailto:davidvaneperen@sislc.net)

## SHEET INDEX:

<b>SHEET INDEX</b>	
<b>Sheet</b>	<b>Page</b>
Site Plan	1.0
Topographic Survey	1.1
Drainage and Grading Plan	1.2
Front Entrance Detail	1.2b
Erosion & Sediment Control Plan	1.3
Demolition Plan	1.4
Landscape Plan	1.5
Erosion Control Details	2.1
Construction Details	2.2

## TOPOGRAPHIC SURVEY

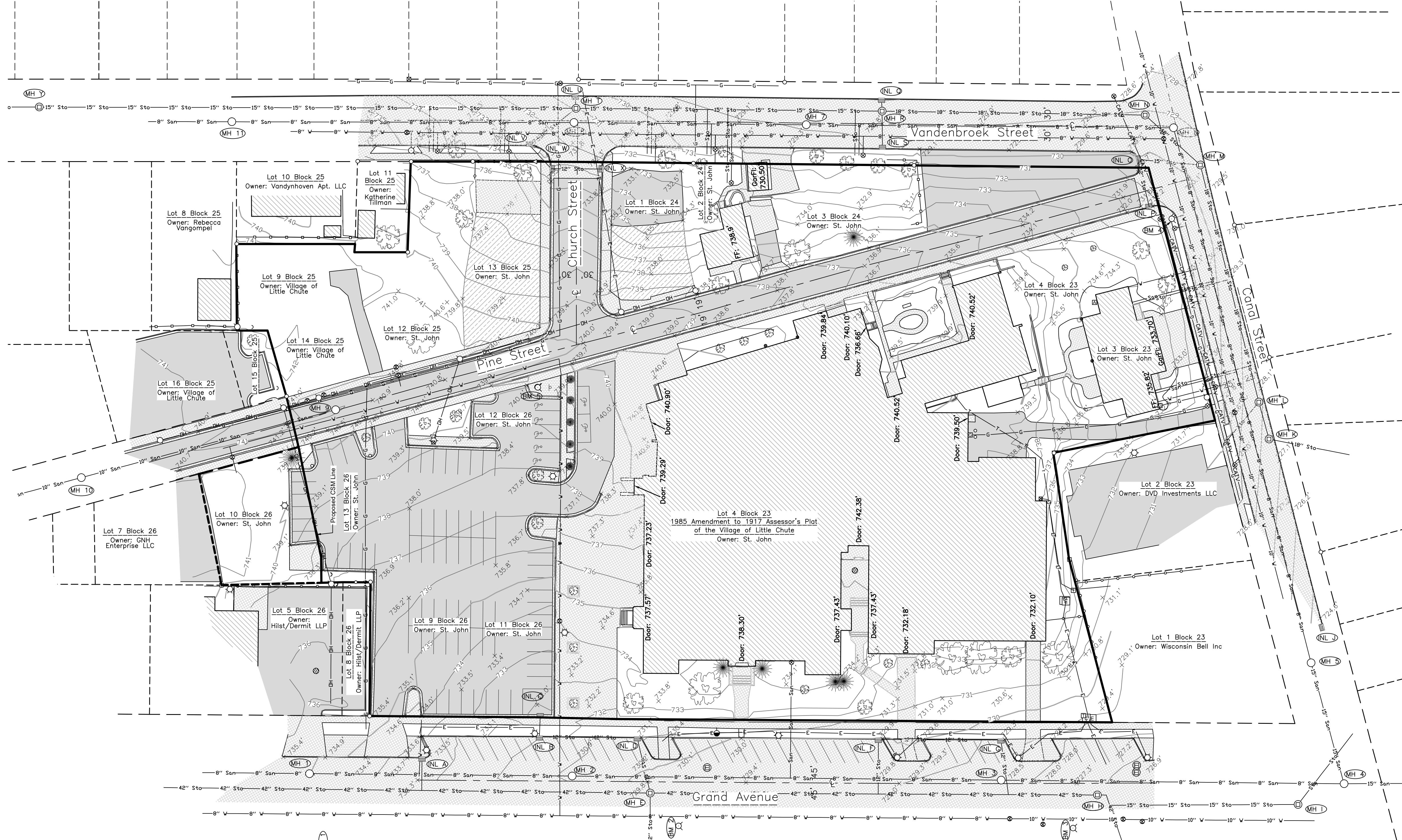
St. John Nepomucene Catholic Community  
Village of Little Chute, Outagamie County, WI  
For: St. John Nepomucene Catholic Community

Date: 03/14/2021  
Filename: 6044TOPO.dwg  
Author: SRA  
Last Saved by: jennifer  
Page 1.1

Storm Structures						
Structure #	Rim	Inv	Size	Material	Direction	
INL A	733.45	731.25	12"	PVC	W	
INL B	732.02	728.47	12"	PVC	E	
INL C	731.73	728.12	12"	PVC	S	
INL D	730.35	726.50	12"	PVC	N	
MH E	729.63	722.83	15"	PVC	E	
		723.78	12"	PVC	W	
		717.03	42"	RCP	N	
		717.03	42"	RCP	S	
INL F	729.46	724.81	12"	PVC	W	
		724.81	12"	PVC	S	
INL G	728.73	724.45	12"	PVC	N	
		724.41	12"	PVC	W	
MH H	726.86	714.90	42"	RCP	N	
		714.90	42"	RCP	S	
MH I	725.56	719.98	18"	RCP	N	
INL J	724.44	721.81	15"	PVC	W	
		721.81	15"	PVC	E	
MH K	727.64	721.61	15"	PVC	W	
		722.21	18"	RCP	E	
MH L	728.20	721.61	18"	RCP	SW	
		722.64	18"	RCP	W	
		723.63	10"	PVC	NW	
MH M	729.57	724.54	18"	RCP	E	
		724.54	15"	PVC	N	
MH N	729.13	724.92	18"	RCP	SW	
		724.95	18"	RCP	N	
INL O	730.08	726.26	12"	PVC	W	
		725.55	15"	PVC	S	
INL P	731.25	727.61	12"	PVC	E	
INL Q	727.94	725.25	12"	PVC	W	
MH R	728.41	725.18	18"	RCP	S	
		725.19	12"	PVC	W	
		725.19	12"	PVC	E	
INL S	728.90	725.45	12"	PVC	E	
MH T	731.04	726.60	15"	PVC	S	
		726.61	12"	PVC	NW	
INL U	730.60	727.23	12"	PVC	W	
INL V	732.41	728.65	12"	PVC	SE	
		728.88	12"	PVC	SW	
INL W	733.03	729.00	12"	PVC	NE	
		729.01	12"	PVC	S	
INL X	732.43	729.11	12"	PVC	N	
MH Y	738.36	732.70	12"	PVC	S	
		732.70	10"	PVC	NW	
		738.36	10"	PVC	N	

Sanitary Structures						
Structure #	Rim	Inv	Size	Material	Direction	
MH 1	735.01	723.91	8"	PVC	N	
		723.91	8"	PVC	S	
MH 2	730.76	721.56	8"	PVC	N	
		721.55	8"	PVC	S	
MH 3	728.37	719.11	8"	PVC	N	
		719.10	8"	PVC	S	
MH 4	725.19	717.14	8"	PVC	N	
		717.14	15"	PVC	S	
MH 5	725.55	717.95	15"	PVC	W	
		717.95	8"	PVC	E	
MH 6	729.33	720.04	8"	PVC	W	
		720.06	8"	PVC	NE	
MH 7	728.91	721.24	8"	PVC	S	
		721.27	8"	PVC	N	
MH 8	731.41	724.13	8"	PVC	S	
		724.14	8"	PVC	N	
MH 9	740.67	731.92	10"	PVC	NW	
MH 10	740.21	729.93	10"	PVC	SE	
		729.92	10"	PVC	NW	
MH 11	737.84	727.09	8"	PVC	S	

**DIGGERS HOTLINE**  
Dial 811 or (800) 242-8511  
www.DiggersHotline.com



### LEGEND

CATV	Underground Cable TV
DH	Overhead Electric Lines
San	Sanitary Sewer
Sto	Storm Sewer
E	Underground Electric
G	Underground Gas Line
T	Underground Telephone
V	Water Main
W	Fence - Steel
—	Fence - Wood
800	Index Contour
799	Intermediate Contour

Sanitary MH / Tank / Base
Clean Out / Curb Stop / Pull Box
Storm Manhole
Inlet
Catch Basin / Yard Drain
Hydrant
Utility Valve
Utility Pole
Utility Pole
Light Pole / Signal
Guy Wire
Electric Transformer
Air Conditioner
Telephone Pedestal
Telephone Manhole

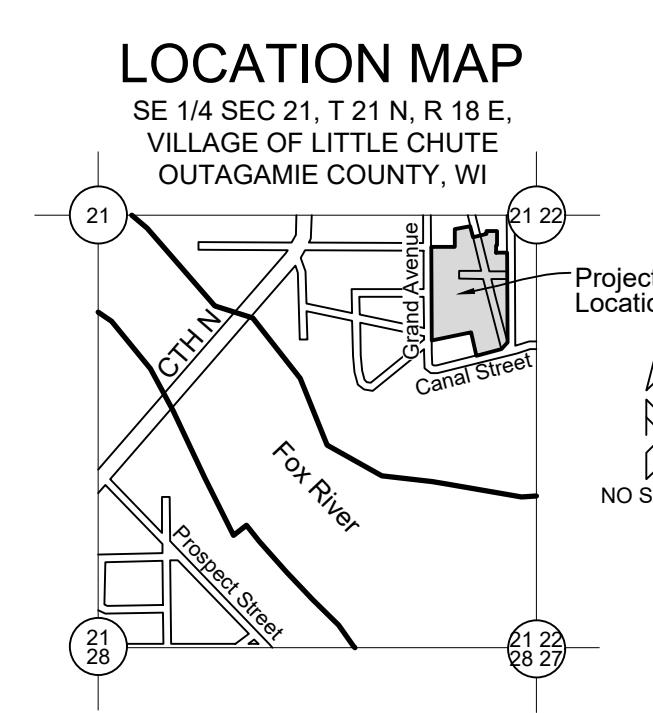
Gas Regulator
Flag Pole
Deciduous Tree
Coniferous Tree
Asphalt Pavement
Concrete Pavement
Stamped Concrete / Paver Block
Gravel

+

799.9

Ex Spot Elevation

40 0 40 80 120



### LOCATION MAP

SE 1/4 SEC 21, T 21 N, R 18 E,  
VILLAGE OF LITTLE CHUTE  
OUTAGAMIE COUNTY, WI

Project Location

NO SCALE

21 22 21 28 21 27

21 22 21 28 21 27

BM 0 NGS Benchmark  
Designation - CELCD 27 USE (PN0657)  
Elev 695.10

BM 1 Fire Hydrant, Tag Bolt  
NW Quad of W. Lincoln Ave & Grand Ave.  
Elev 735.72

BM 2 Fire Hydrant, Tag Bolt  
NW Quad of Wilson St. & Grand Ave.  
Elev 730.96

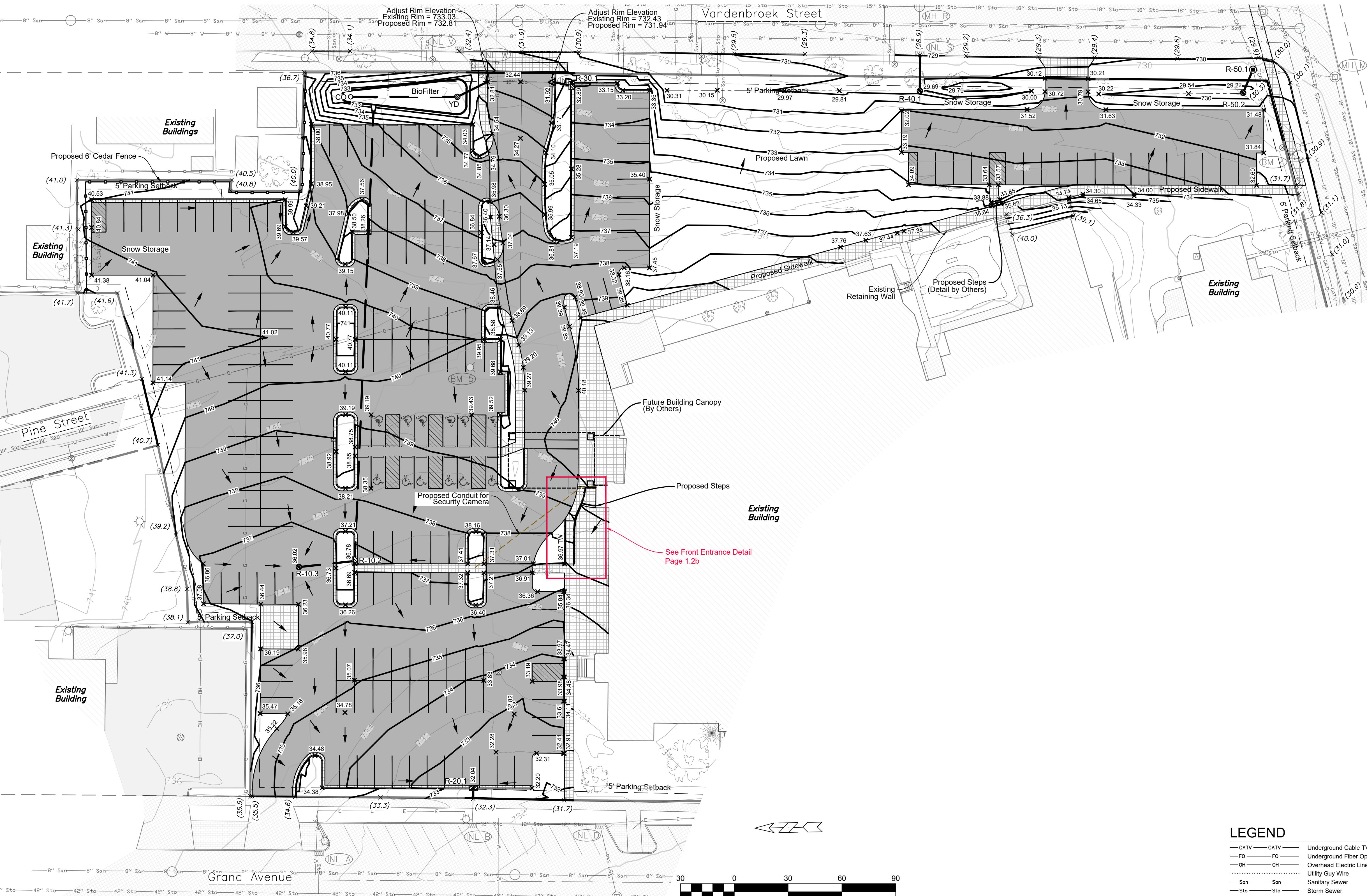
BM 3 Fire Hydrant, Tag Bolt  
SW Quad of Ravine St. & Grand Ave.  
Elev 729.54

BM 4 Fire Hydrant, NW Tag Bolt  
NW Quad of Pine St. & Canal St.  
Elev 730.96

BM 5 Fire Hydrant, NW Tag Bolt  
NW Quad of Pine St. & Church St.  
Elev 741.62

# DRAINAGE & GRADING PLAN

St. John Nepomucene Catholic Community  
Village of Little Chute, Outagamie County, WI  
For: St. John Nepomucene Catholic Community



STORM SEWER PIPE SUMMARY										Final Grade	Plan	Final Grade	Plan									
Reach	US	DS	US Inv	DS Inv	Length	Slope	Size (in)	Node	Drop Phase	Total Area (SF)	Grass (SF)	Roof (SF)	Pavement (SF)	Runoff (GPM)	Pipe Flow (GPM)	Capacity (GPM)	Runoff (cfs)	Pipe Flow (cfs)	Capacity (cfs)	Velocity (ft/s)	Capacity Check	
R-10.2	R-10.1		733.06	732.50	253	0.0022	12	0.00		10396	400	0	9996	311	731	813	0.69	1.63	1.81	2.3	--	
R-10.3	R-10.2		733.13	733.06	31	0.0022	12	0.00		15336	2450	0	12886	420	420	813	0.94	0.94	1.81	2.3	--	
R-20.1	INL B		728.86	728.76	5	0.0200	12	0.00		31382	2945	0	28437	903	903	2450	2.01	2.01	5.46	6.9	--	
R-30.1	INL X		729.13	729.11	10	0.0022	12	0.00		6730	260	0	6470	202	202	813	0.45	0.45	1.81	2.3	--	
R-40.1	INL S		725.49	725.45	20	0.0022	12	0.00		27921	21982	0	5939	394	394	813	0.88	0.88	1.81	2.3	--	
R-50.2	R-50.1		726.29	726.26	14	0.0022	12	0.00		6675	2200	0	4475	159	159	813	0.35	0.35	1.81	2.3	--	
Total = 285																						

Structure	Type	Size	Cover	Final Grade		Plan		Depth
				Rim	Invert	Rim	Invert	
R-10.1	Endwall	—	—	—	—	732.50	—	—
R-10.2	Inlet	3x2' ID	R-3067-C	736.78	736.49	733.06	3.72	3.43
R-10.3	Catch Basin	36" ID	R-2070	736.02	735.73	733.13	2.89	2.60
R-20.1	Inlet	3x2' ID	R-3067-C	732.04	731.75	728.86	3.18	2.89
R-30.1	Inlet	3x2' ID	R-3067-C	732.89	732.60	729.13	3.76	3.47
R-40.1	Inlet	3x2' ID	R-3067-C	729.28	728.99	725.49	3.79	3.50
R-50.1	MH (48)	48" ID	R-1550	730.59	730.30	725.55	5.04	4.75
R-50.2	Inlet	3x2' ID	R-3067-C	729.22	728.93	726.29	2.93	2.64
Total = 25.31								23.28

## LEGEND

CATV	CATV	Underground Cable TV
FO	FO	Underground Fiber Optic
OH	OH	Overhead Fiber Optic
San	San	Sanitary Sewer
Sto	Sto	Storm Manhole
E	E	Underground Electric
G	G	Underground Gas Line
T	T	Underground Telephone
W	W	Water Main
—	—	Utility Pole
○	○	Fence - Steel
—	—	Fence - Wood
—	—	Barbed Wire
—	—	Wetlands
—	—	TreeLine
—	—	Railroad Tracks
—	—	Culvert
—	—	Index Contour
—	—	Intermediate Contour
—	—	+799.9 Ex Spot Elevation
—	—	Proposed Storm Manhole
—	—	Proposed Contour
—	—	Proposed Curb Inlet
—	—	Prop. Catch Basin / Yard Drain
—	—	Proposed Endwall
—	—	Prop. Flowline Spot Elev.
—	—	Prop. Rip Rap
—	—	Prop. Drainage Direction
—	—	Existing Grade
—	—	FF=000.0 Prop. Finished Floor Elev.

## BENCHMARKS (NAVD 88)

BM 0	NGS Benchmark
	Designation - CELCD 27 USE (PN0657)
	Elev 695.10
BM 1	Fire Hydrant, Tag Bolt
	NW Quad of W. Lincoln Ave & Grand Ave.
	Elev 735.72
BM 2	Fire Hydrant, Tag Bolt
	NW Quad of Wilson St. & Grand Ave.
	Elev 730.96
BM 3	Fire Hydrant, Tag Bolt
	SW Quad of Ravine St. & Grand Ave.
	Elev 729.54
BM 4	Fire Hydrant, NW Tag Bolt
	NW Quad of Pine St. & Canal St.
	Elev 730.96
BM 5	Fire Hydrant, NW Tag Bolt
	NW Quad of Pine St. & Church St.
	Elev 741.62

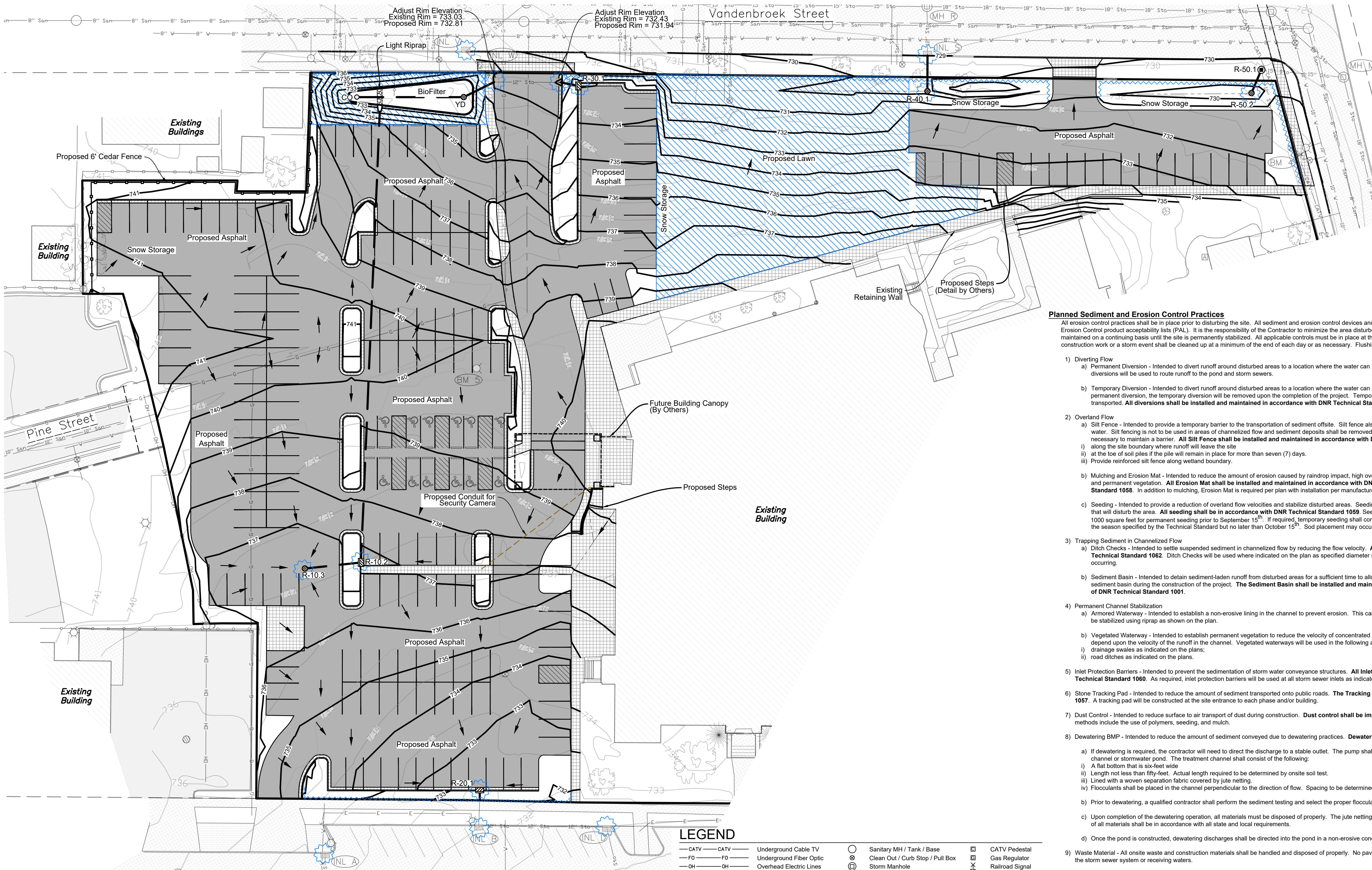
DAVEL ENGINEERING & ENVIRONMENTAL, INC.  
Civil Engineers and Land Surveyors  
1164 Province Terrace, Menasha, WI 54952  
Ph: 920-591-1666 Fax: 920-441-0804  
www.davel.com

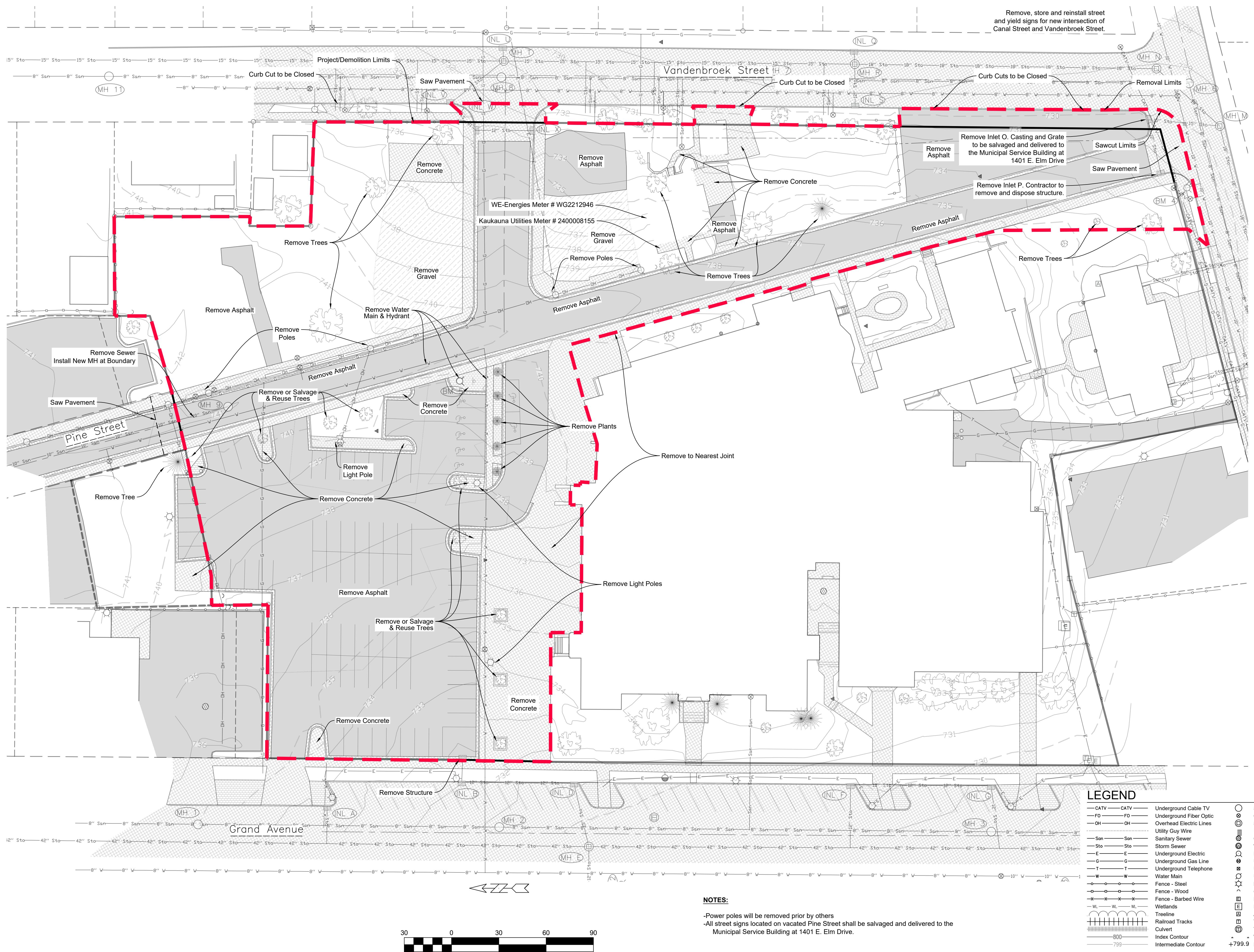
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## NOTES:

- Existing utilities shown are indicated in accordance with available records and field measurements. The contractor shall be responsible for obtaining exact locations & elevations of all utilities, including sewer and water from the owners of the respective utilities. All utility owners shall be notified by the contractor 72 hours prior to excavation. Contact Digger's Hotline (1-800-242-8511) for exact utility locations.
- The Contractor shall verify all staking and field layout against the plan and field conditions prior to constructing the work and immediately notify the Engineer of any discrepancies.
- Vegetation beyond slopes shall remain.
- The contractor shall minimize the area disturbed by construction as the project is constructed. Disturbed areas shall be seeded as soon as final grade is established. Contractor shall replace topsoil and then seed, fertilize and mulch all lawn areas within 1 week of topsoil placement.
- Contractor shall remove all excess materials from the site. Earthwork contractors shall verify topsoil depth.
- All sediment and erosion control devices and methods shall be in accordance with the Wisconsin DNR Technical Standards.
- The contractor shall make weekly inspections and inspections within 1 day of any rainfall exceeding 0.5 inches of the sediment and erosion control devices throughout construction. The contractor shall repair or maintain erosion control devices as necessary. The inspection reports shall be made available to the owner at the end of the construction or upon demand during construction.
- Updated survey and title search have not been authorized and the boundary and easements shown may be inaccurate or incomplete.
- Any storm sewer that is not needed must be removed or bulkheaded and filled to abandon in-place.



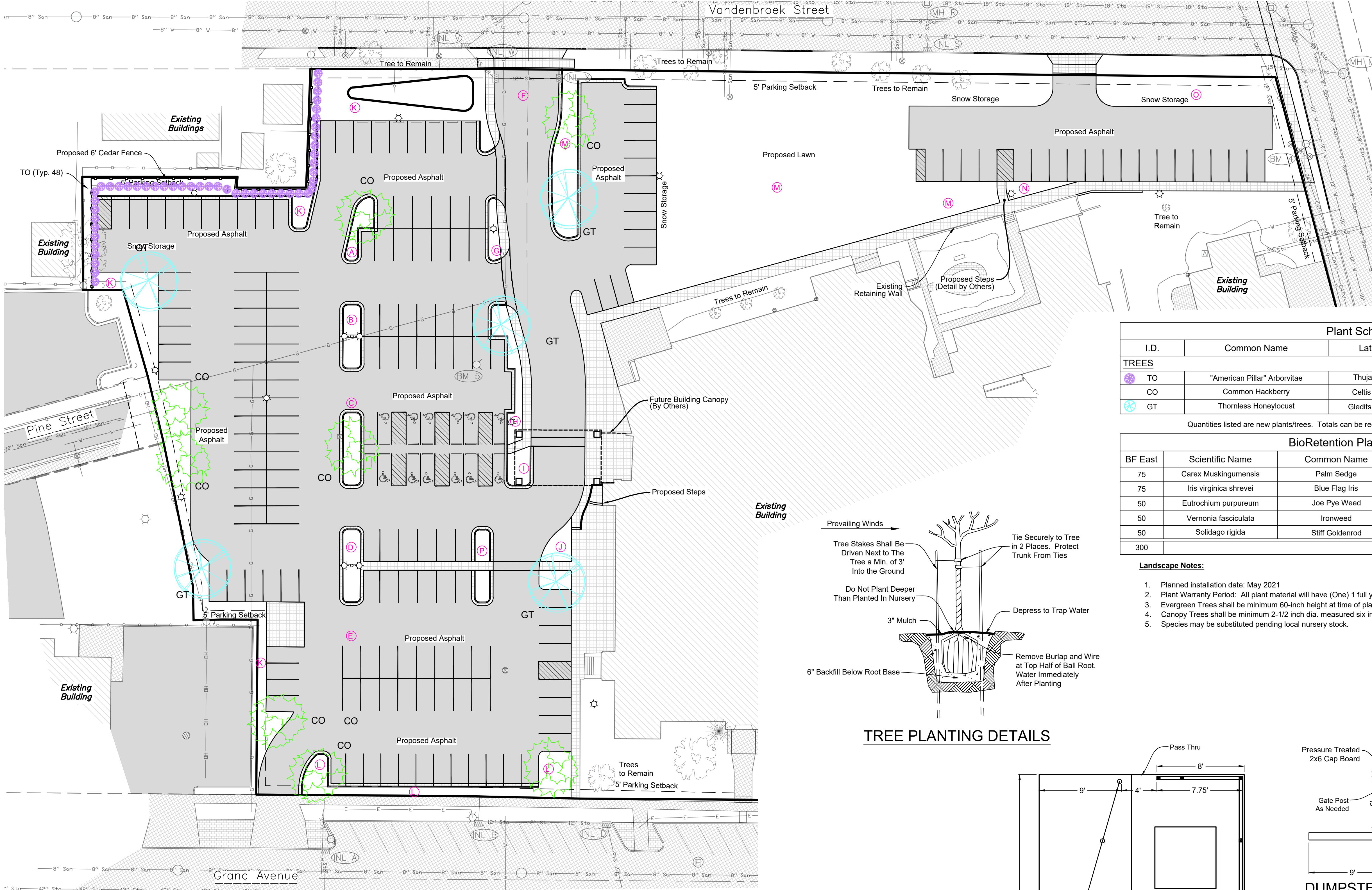




# DEMOLITION PLAN

St. John Nepomucene Catholic Community  
Village of Little Chute, Outagamie County, WI  
For: St. John Nepomucene Catholic Community

4/14/2021  
me:  
044engr.dwg  
r:  
DB  
Saved by:  
itch



Impervious Area  
Lawn and Landscaping  
Total Parking Spots = 182  
Total Handicapped Parking Spots = 12

9 Islands:  
A. 257sf  
B. 331sf  
C. 374sf  
D. 374sf  
E. -  
F. -  
G. 178sf  
H. 685sf  
I. 238sf  
J. 449sf

5 Peninsulas/Greenspace:  
K. 8,206sf  
L. 1,317sf  
M. 18,686sf  
N. 211sf  
O. 2,257sf  
P. 275sf

Double Light Pole  
Single Light Pole

## LANDSCAPE PLAN

**St. John Nepomucene Catholic Community**  
Village of Little Chute, Outagamie County, WI  
For: St. John Nepomucene Catholic Community

Date: 04/22/2021  
Filename: 6044enr.dwg  
Author: MDB  
Last Saved by: mitch  
Page 1.5

DAVEL ENGINEERING & ENVIRONMENTAL, INC.  
Civil Engineers and Land Surveyors  
1164 Province Terrace, Menasha, WI 54952  
Ph: 920-991-1666 Fax: 920-441-0804  
www.davelpro.com

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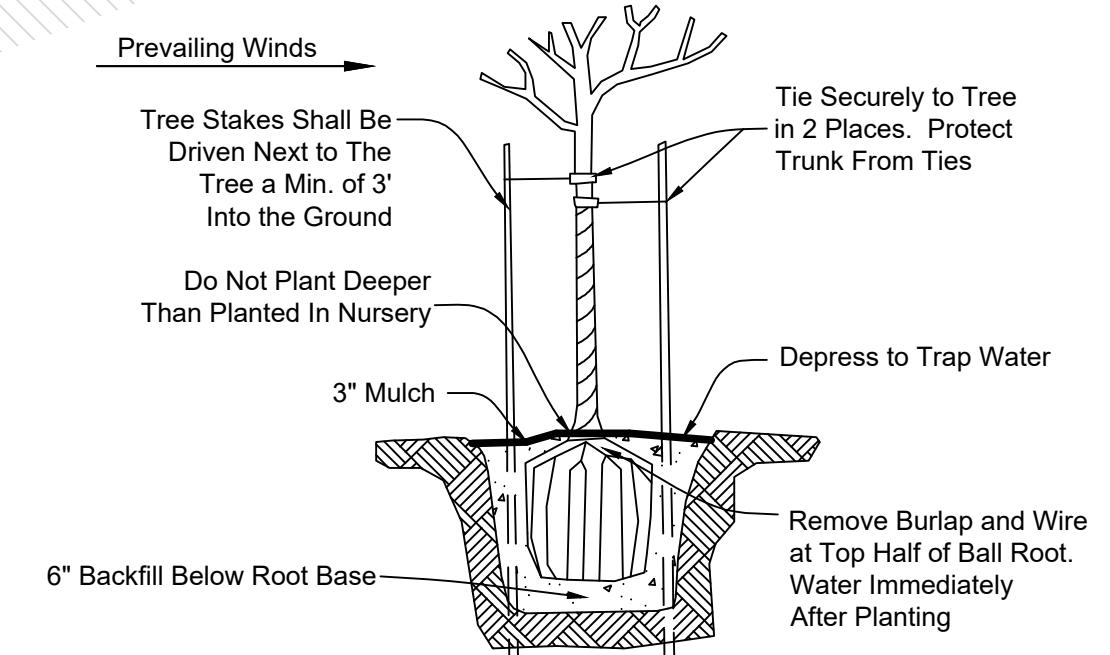
Plant Schedule						
I.D.	Common Name	Latin Name	Planting Size	Height	Spread	Qty.
<b>TREES</b>						
TO	"American Pillar" Arborvitae	Thuja occidentalis	Refer Note 3	23'-30'	3'-5'	48
CO	Common Hackberry	Celtis occidentalis	Refer Note 4	40'-60'	40'-60'	8
GT	Thornless Honeylocust	Gleditsia triacanthos	Refer Note 4	30'-70'	30'-70'	5

Quantities listed are new plants/trees. Totals can be reduced if existing plants/trees are salvaged and transplanted.

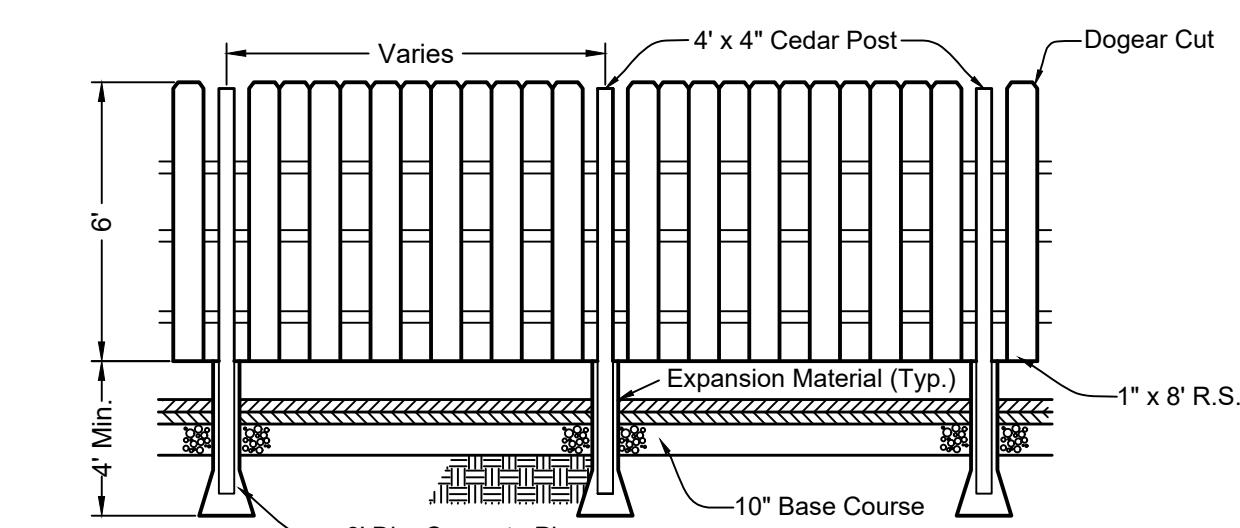
BioRetention Plants				
BF East	Scientific Name	Common Name	Size @ Planting	Size @ Maturity
75	Carex muskingumensis	Palm Sedge	2.5" Pot	8-12" Ht x 1-2' Spread
75	Iris virginica shrevei	Blue Flag Iris	2.5" Pot	8-12" Ht x 1-2' Spread
50	Eutrochium purpureum	Joe Pye Weed	2.5" Pot	8-12" Ht x 1-2' Spread
50	Vernonia fasciculata	Ironweed	2.5" Pot	8-12" Ht x 1-2' Spread
50	Solidago rigida	Stiff Goldenrod	2.5" Pot	8-12" Ht x 1-2' Spread
300				

### Landscape Notes:

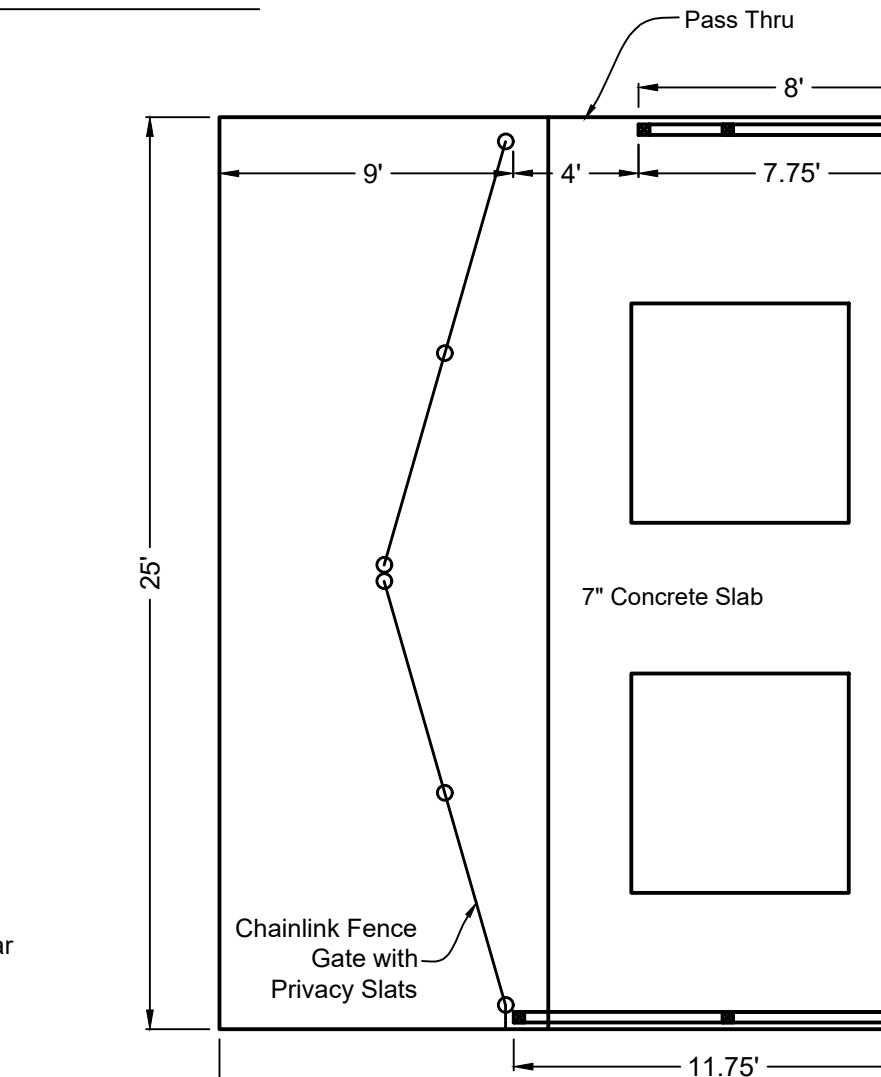
- Planned installation date: May 2021
- Plant Warranty Period: All plant material will have (One) 1 full year warranty replacement from date of Village acceptance.
- Evergreen Trees shall be minimum 60-inch height at time of planting.
- Canopy Trees shall be minimum 2-1/2 inch dia. measured six inches from the ground at time of planting.
- Species may be substituted pending local nursery stock.



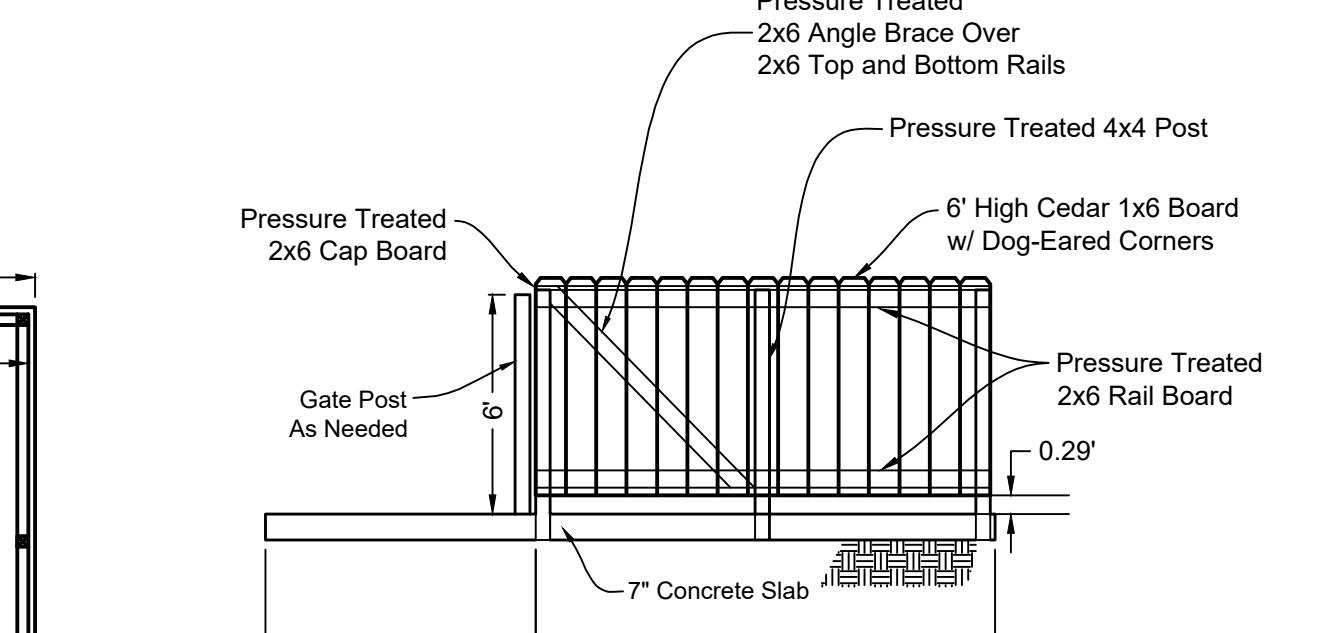
### TREE PLANTING DETAILS



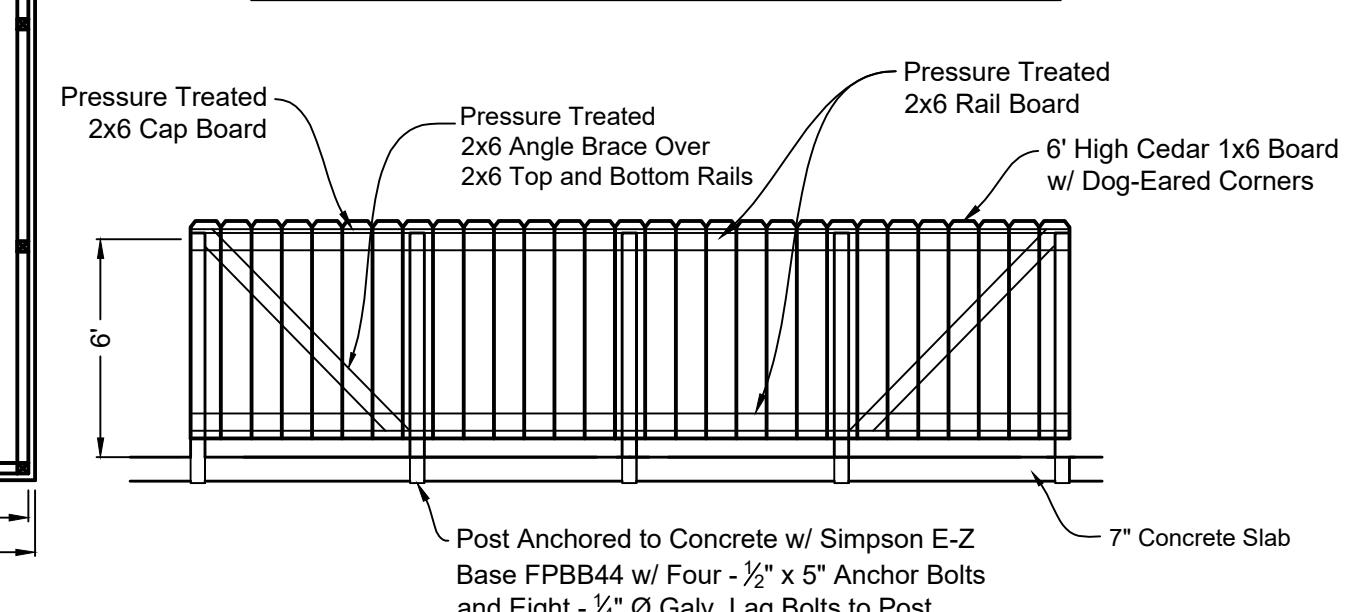
CEDAR FENCING DETAIL



PLAN VIEW



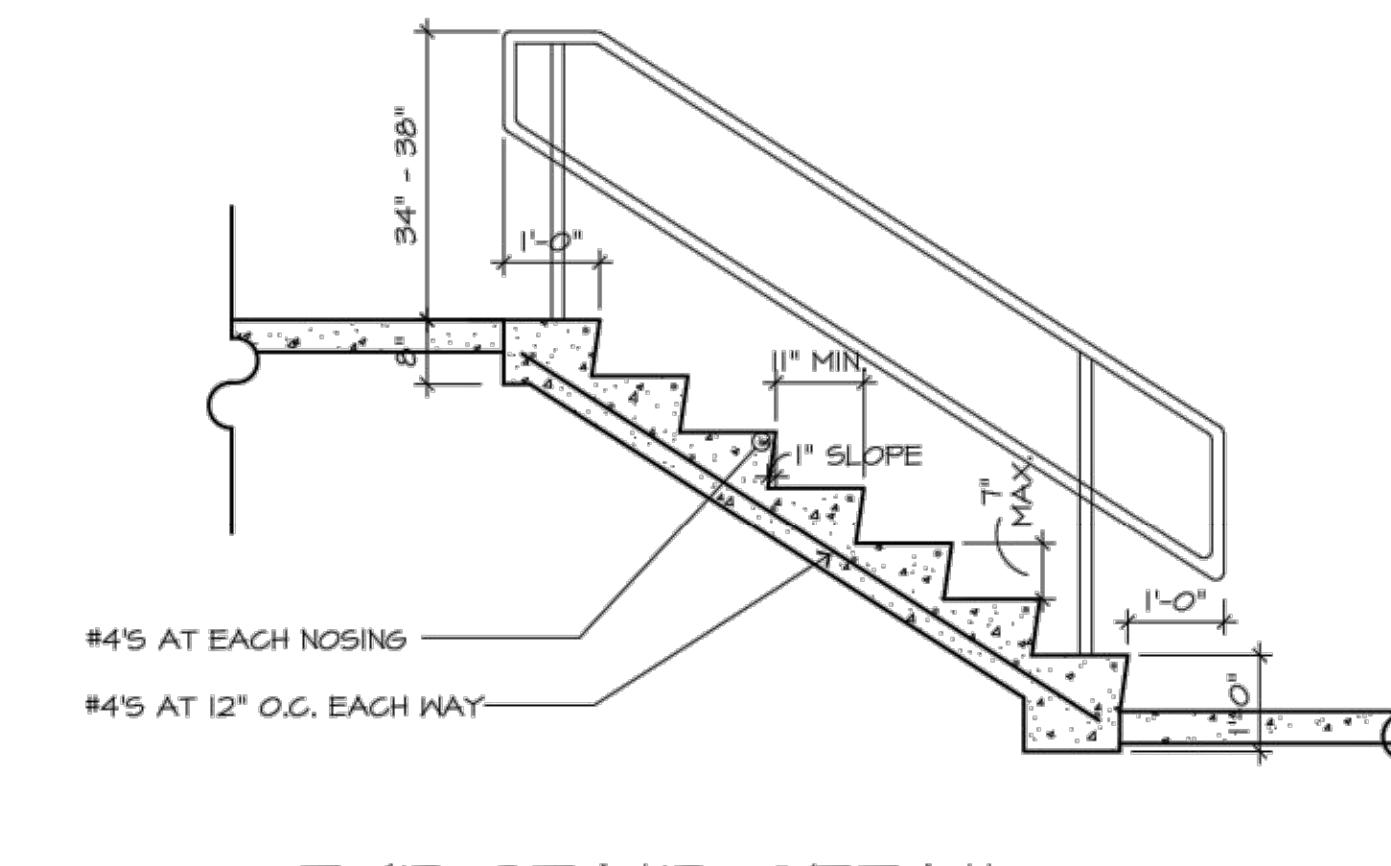
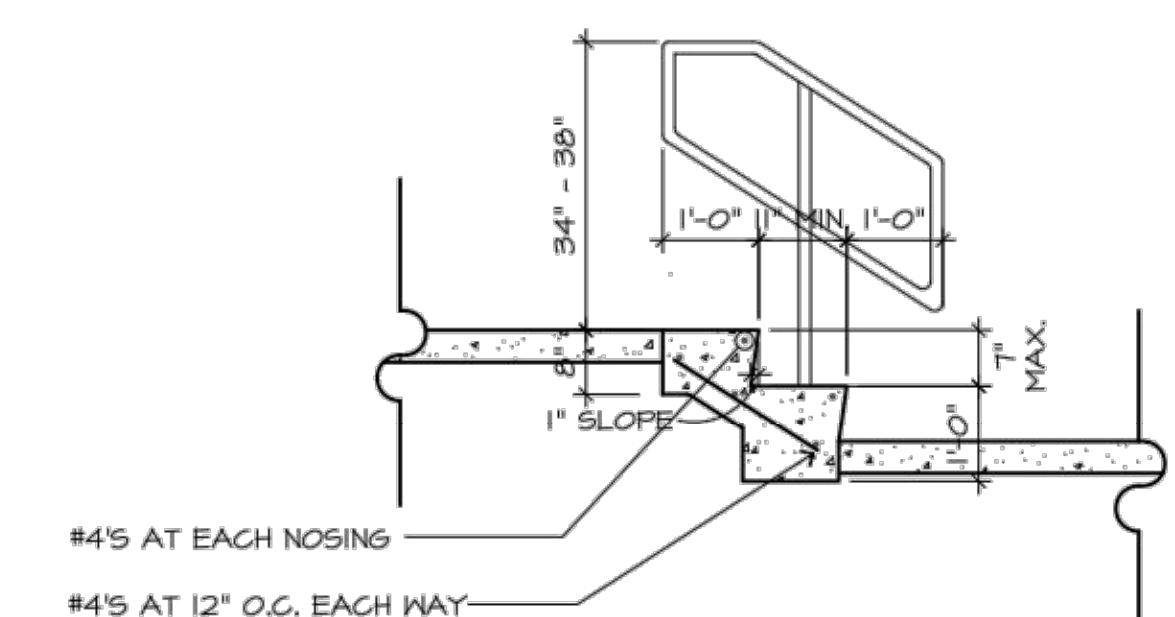
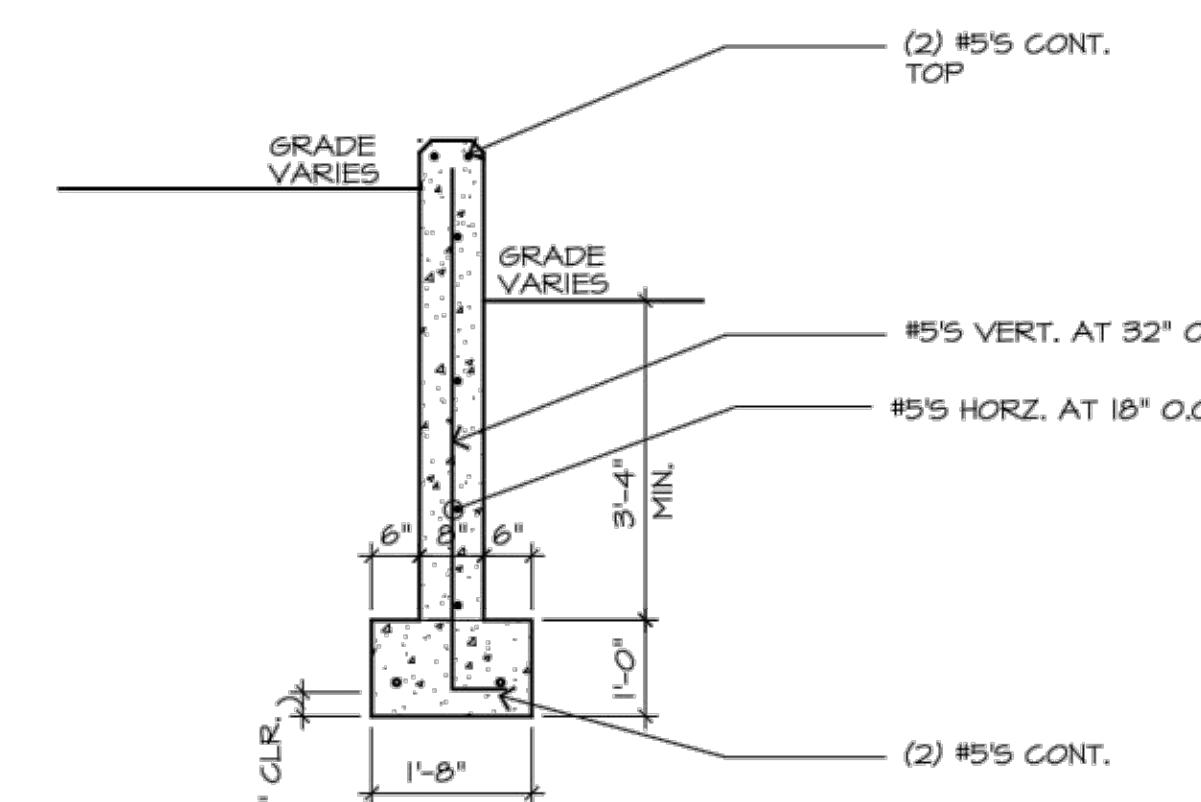
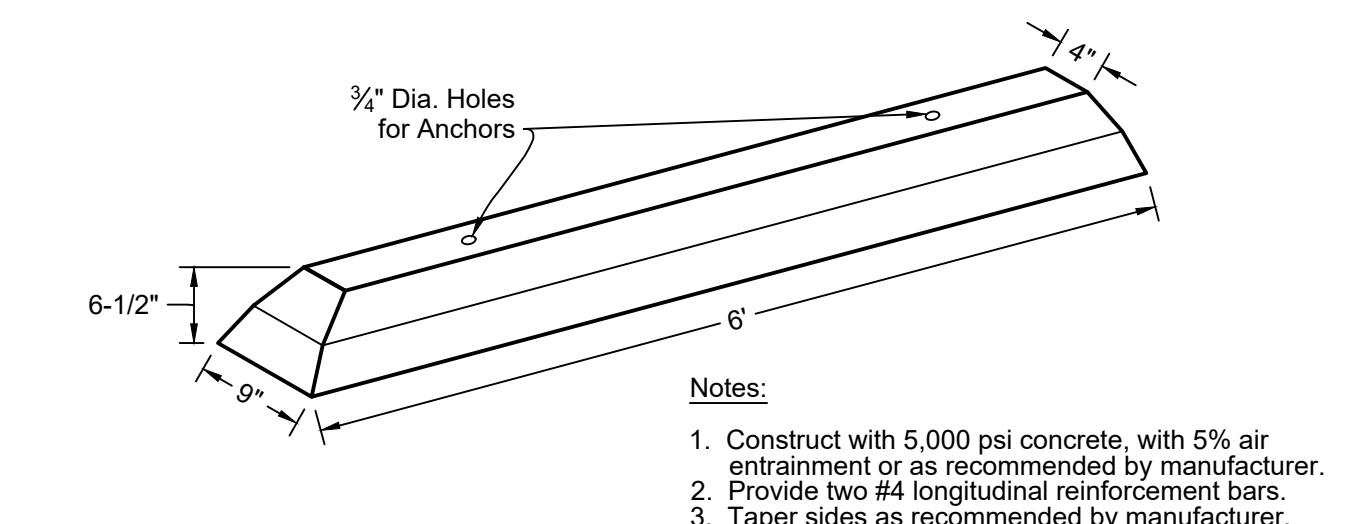
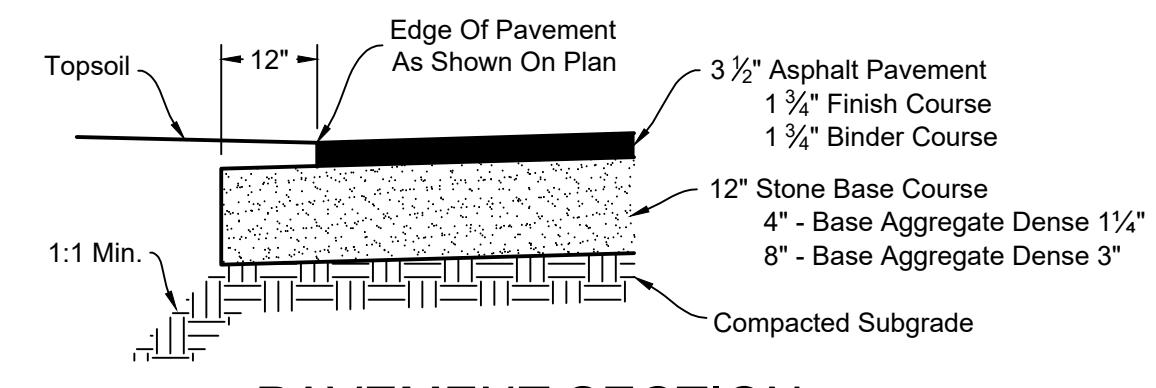
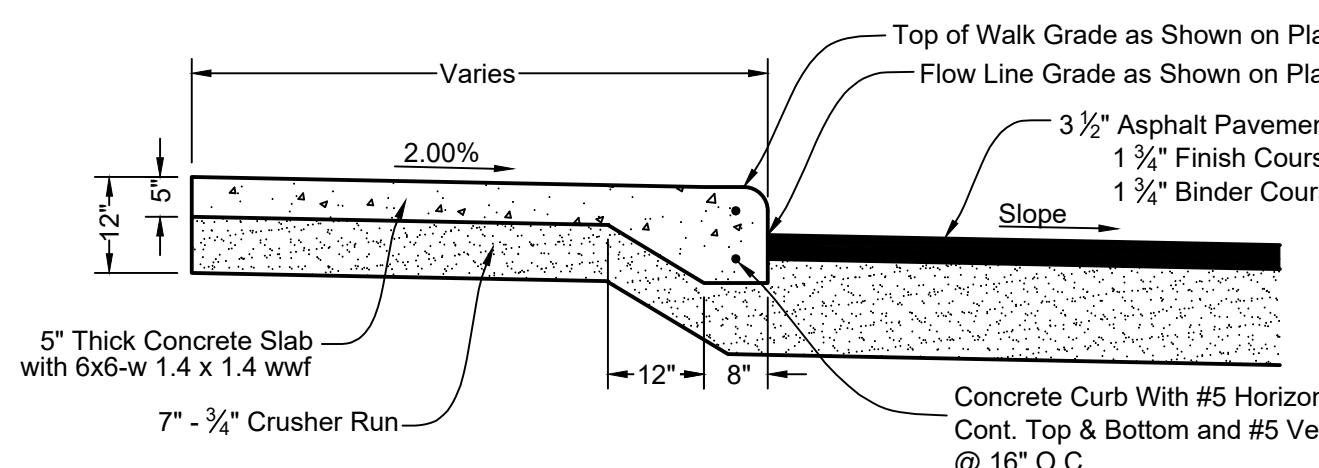
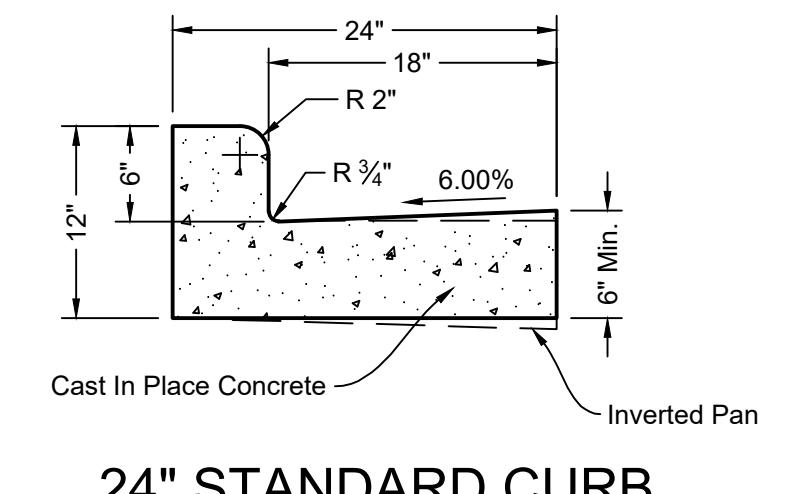
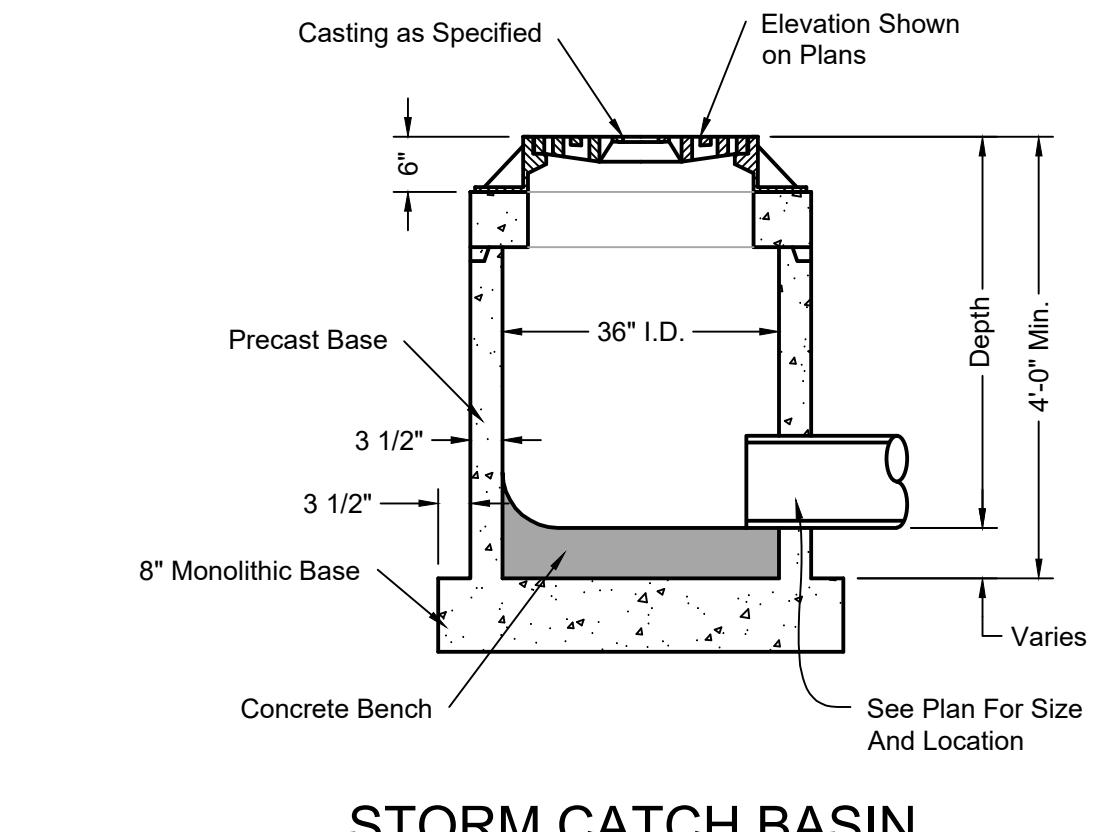
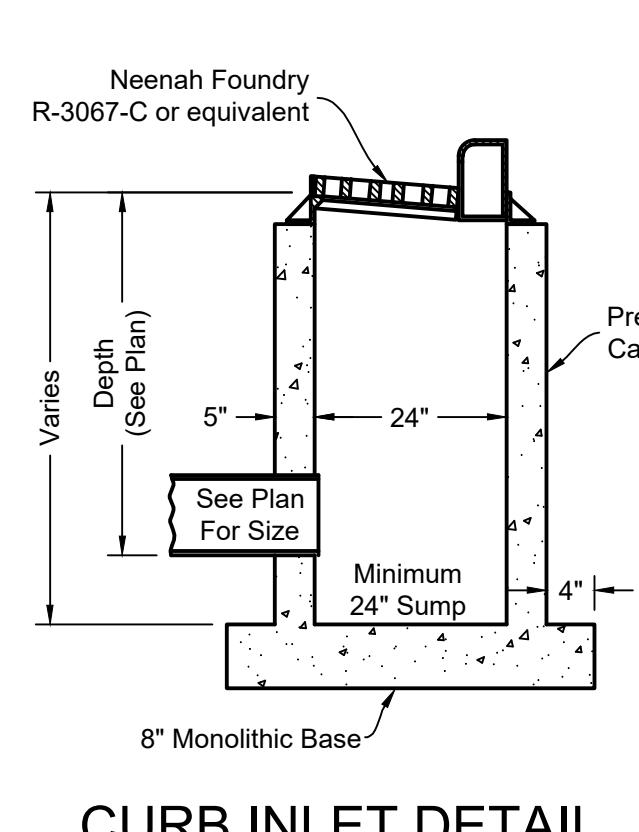
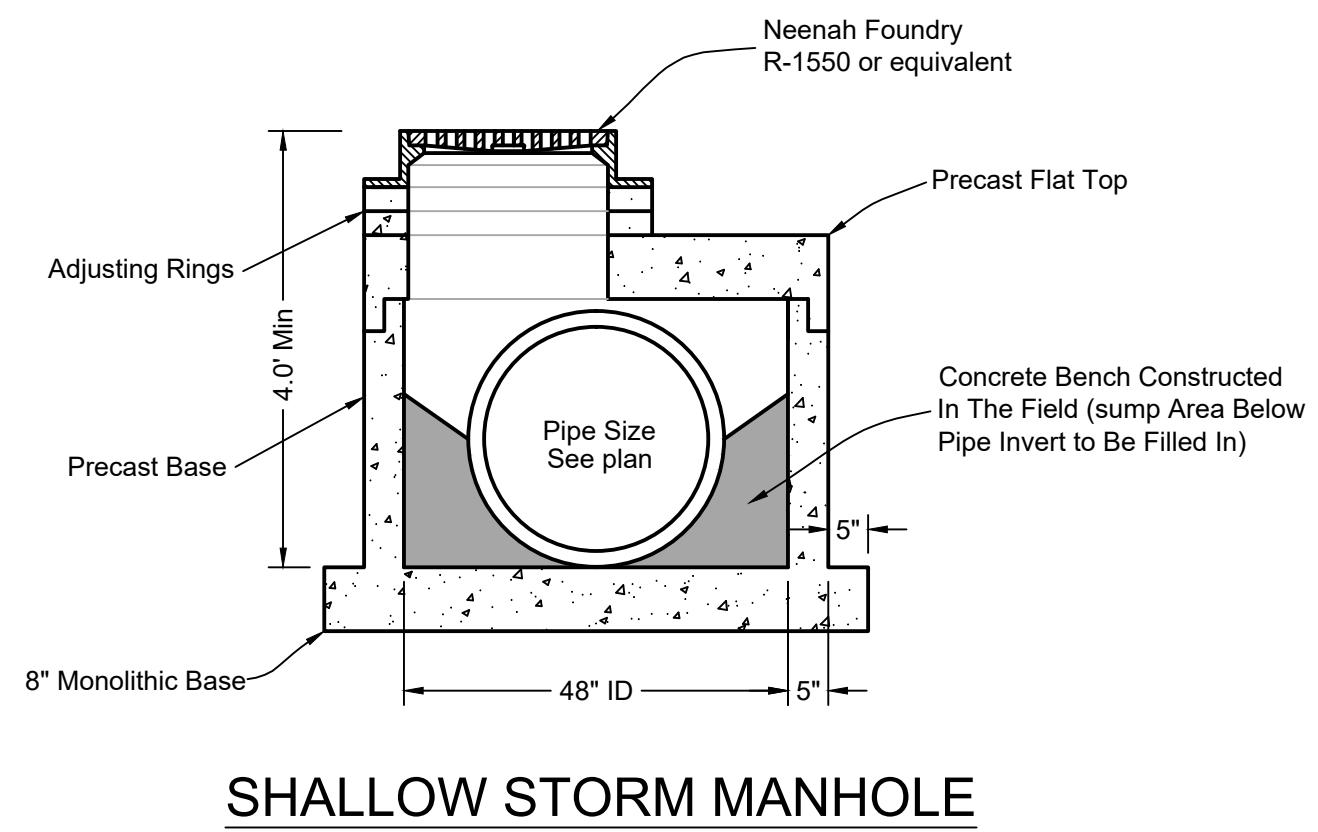
DUMPSTER ENCLOSURE DETAIL



CEDAR FENCING DETAIL



## CONSTRUCTION DETAILS



St. John Nepomucene Catholic Community  
Village of Little Chute, Outagamie County, WI  
For: St. John Nepomucene Catholic Community

Date: 04/14/2021  
Filename: 6044enr.dwg  
Author: MDB  
Last Saved by: mitch  
Page 2.2

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

**ITEM DESCRIPTION: Appointments**

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

**REPORT DATE: May 14, 2021**

**EXPLANATION:** On behalf of the Village President, he would like to appoint the following individuals to the appropriate positions:

- [Village Board President Pro Tem](#) – TBD by Village President
- [Police Commission](#) – TBD by Village President
- Fox Cities Room Tax Commission – Dave Kittel – Community Development Director
- Appleton Redevelopment Authority Exhibition Center Advisory Committee – President Mike Vanden Berg

**RECOMMENDATION: Appoint the above to the noted positions.**

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

**ITEM DESCRIPTION: Director of Parks, Recreation and Forestry Appointment**

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

**REPORT DATE:** May 14, 2021

**EXPLANATION:** The Village Board conducted interviews for DPRF Director on April 28<sup>th</sup>. From that process, John McDonald was selected as the next Director of the Parks, Recreation and Forestry Department. Since that time, Mr. McDonald has satisfied the requirements of our hiring process, including criminal and personal background checks, physical, and drug test. In addition, the candidate has agreed to the terms of employment via Little Chute's standard agreement.

Per the terms of the [ordinance](#), the appointment requires a 2/3's vote. Mr. McDonald is currently planning to officially begin employment with the Village of Little Chute on June 14<sup>th</sup>.

**RECOMMENDATION: Appoint John McDonald to be the next Parks, Recreation and Forestry Director.**

**VILLAGE OF LITTLE CHUTE**

**RESOLUTION NO. 13, SERIES OF 2021**

**A RESOLUTION AUTHORIZING THE SALE AND LAND SWAP OF REAL ESTATE  
TO AGROPUR INC.**

**WHEREAS**, Agropur has entered into a development agreement with the Village of Little Chute; and

**WHEREAS**, part of the development agreement states the Village will sell land to Agropur for the development of a new facility for Agropur as described on Exhibit A attached hereto; and

**WHEREAS**, Part of this Agreement, the Village and Agropur shall swap two parcels of land designated on Exhibit B (draft CSM) as “LAND SWAP VIA DEED TRANSFER”. Agropur will deed to the Village that rectangular parcel of land bordering on the north side of Evergreen Drive designated as “VILLAGE ACQUIRED PROPERTY” totaling 0.429 acres, which will be designated as “Lot 3” on an updated CSM. The Village will deed to Agropur that irregular shaped parcel shown with cross-hatch markings on Exhibit A located between Lot 1 and Lot 2 identified as “AGROPUR ACQUIRED PROPERTY” totaling 0.427 acres;

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

1. That the Village Clerk, Village Administrator, and Village President are hereby authorized to: Execute a deed on behalf of the Village of Little Chute, deeding and selling Village of Little Chute owned real estate described as:

Lots 1, 2, 3, and the unplatte lands between Lot 2 and Lot 3 as set forth in Certified Survey Map No. 7620; Said property being Parcel #: 260017613, 260017612, 260017611, 260430500, 260430600, 260430601

2. A deed and other necessary documents will be signed and issued for recording upon payment at closing.
3. The Village Clerk, Village Administrator, and Village President are hereby authorized to: Execute a deed on behalf of the Village of Little Chute deeding to Agropur an irregular shaped parcel shown with cross-hatch markings on Exhibit A located between Lot 1 and Lot 2 of the draft CSM identified as “AGROPUR ACQUIRED PROPERTY” totaling 0.427 acres as outlined in the Development Agreement attached hereto as Exhibit C.

Introduced, approved and adopted: May 19<sup>th</sup>, 2021

**VILLAGE OF LITTLE CHUTE**

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

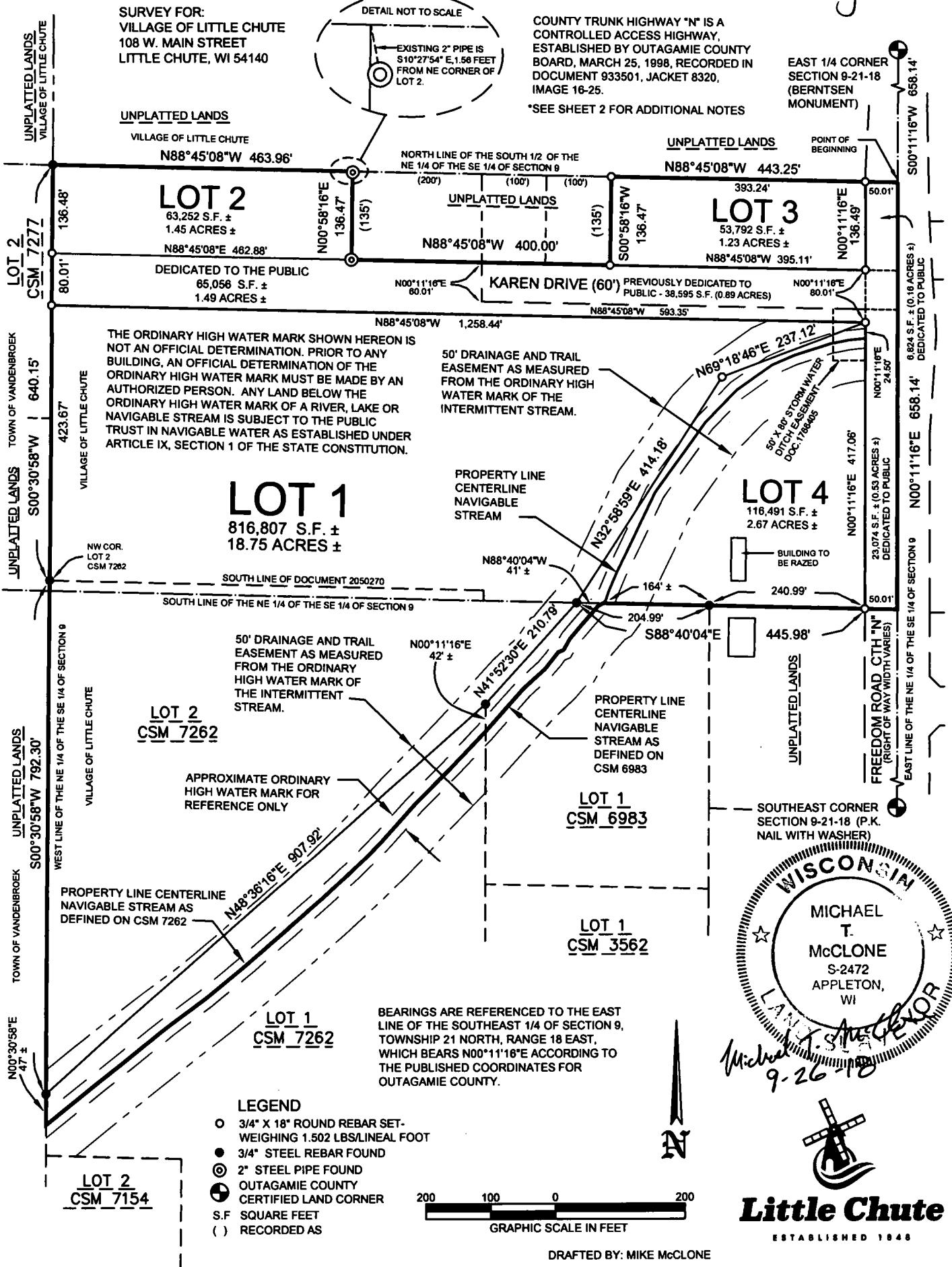
Attest: \_\_\_\_\_  
Laurie Decker, Village Clerk

CERTIFIED SURVEY MAP No. 7620

SHEET 1 OF 3

PART OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, AND ALL OF LOT 2 OF CERTIFIED SURVEY MAP 7262 AS RECORDED IN VOLUME 43 OF MAPS ON PAGE 7262 AS DOCUMENT 2085589, BEING A PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, AND A PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 9, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

Volume 44 Page 7620



CERTIFIED SURVEY MAP No. 7620 SHEET 2 OF 3

PART OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, AND ALL OF LOT 2 OF CERTIFIED SURVEY MAP 7262 AS RECORDED IN VOLUME 43 OF MAPS ON PAGE 7262 AS DOCUMENT 2085589, BEING A PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, AND A PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 9, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, Michael T. McCclone, Wisconsin Professional Land Surveyor 2472, certify that I have surveyed, divided, combined and mapped all of Lot 2, Certified Survey Map 7262, and part of the South 1/2 of the Northeast 1/4 of the Southeast 1/4, Section 9, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin. Bounded and described as follows:

Commencing at the East 1/4 corner of said Section 9; Thence S00°11'16"W, along the East line of the Northeast 1/4 of the Southeast 1/4 of said Section 9, 658.14 feet to the Point of Beginning; Thence N88°45'08"W, along the North line of the South 1/2 of said Northeast 1/4, 50.01 feet, to the West right of way of Freedom Road; Thence continuing N88°45'08"W along said North line, 393.24 feet; Thence S00°58'16"W, 136.47 feet, to the North right of way of Karen Drive; Thence N88°45'08"W, along said North right of way, 400.00 feet to an existing 2" pipe; Thence N00°58'16"E, 136.47 feet to said North line, Thence N88°45'08"W, along said North line, 463.96 feet to the East line of Lot 2, Certified Survey Map 7277; Thence S00°30'58"W, along said East line, 640.15 feet to the Northwest corner of Lot 2, Certified Survey Map 7262; Thence continuing S00°30'58"W, along the West line of said Lot 2, CSM 7262, 792.30 feet to the start of a meander line of the centerline of an intermittent navigable stream, as shown on said CSM 7262, said point bears N00°30'58"E a distance of 47 feet, more or less, from said centerline; Thence N48°36'16"E, along said meander line, 907.92 feet to a meander corner that bears N00°11'16"E, being an extension of the West line of Lot 1, Certified Survey Map 6983, a distance of 42 feet, more or less, from said centerline; Thence N41°52'30"E, 210.79 feet to a meander corner on the South line of the Northeast 1/4 of the Southeast 1/4 of Section 9, which bears N88°40'04"W a distance of 41 feet, more or less, from said centerline; Thence S88°40'04"E, along said South line, 445.98 feet to the West right of way of Freedom Road; Thence continuing S88°40'04"E along said South line, 50.01 feet to the East line of the Northeast 1/4 of the Southeast 1/4 of said section 9; Thence N00°11'16"E, along said East line, 658.14 feet to the Point of Beginning. Including all of that land lying between the above described meander line and the centerline of the intermittent navigable stream bounded by the extension of the respective lines of the above described parcel to said centerline, reserving the Westerly portion of Freedom Road as presently used for road purposes. Described land contains 1,183,894 Square Feet (27.18 acres), more or less. Subject to all easements and restrictions of record.

I further certify that I have made this survey under the direction of the Owner(s) of said land and that this map is a correct representation of the exterior boundary lines of the land surveyed, divided and combined, and that I have fully complied with Section 236.34 of the Wisconsin Statutes and the Village of Little Chute Subdivision Ordinance.

*Michael T. McCclone 9-26-18*  
Michael T. McCclone, PLS- 2472 Date  
Village of Little Chute  
108 W. Main Street  
Little Chute, WI 54140  
(920) 423-3862



NOTES:

*mth  
OC*

- THIS CSM INCLUDES THE FOLLOWING TAX PARCELS: 260-0176-04 AND 260-4334-00.
- THE PROPERTY OWNER OF RECORD IS THE VILLAGE OF LITTLE CHUTE.
- THIS PROPERTY IS CONTAINED WHOLLY WITHIN LANDS DESCRIBED IN DOCUMENTS 2050270 AND 2085589.
- FREEDOM ROAD (CTH "N") RECORD DOCUMENTS: VOLUME 502, PAGE 111; JACKET 17347, IMAGE 38; OMNI ROW PLAT, DATE 1/24/1996
- KAREN DRIVE RECORD DOCUMENTS: VOLUME 652, PAGE 353; TOWN OF VANDENBROEK RESOLUTION, DATE 9-8-1964
- PRIOR TO CONSTRUCTION, CONTACT WISCONSIN DEPARTMENT OF NATURAL RESOURCES TO DETERMINE NAVIGABILITY OF INTERMITTENT WATERWAY AND LOCATION OF ORDINARY HIGH WATER. FUTURE DEVELOPMENT OF LOTS 1 AND 4 MAY REQUIRE A WETLAND DELINEATION DUE TO PRESENCE OF HYDRAULIC SOILS.

CERTIFIED SURVEY MAP No. 7620 SHEET 3 OF 3

PART OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, AND ALL OF LOT 2 OF CERTIFIED SURVEY MAP 7262 AS RECORDED IN VOLUME 43 OF MAPS ON PAGE 7262 AS DOCUMENT 2085589, BEING A PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, AND A PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 9, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

TREASURER'S CERTIFICATE

I/We hereby certify that there are no unpaid taxes or special assessments on any of the lands included in this Certified Survey Map.

Vaerie Clasico 9/26/18  
Village Treasurer Date

Trudi J Wulf 10/3/2018  
County Treasurer Date

OWNER'S CERTIFICATE

Village of Little Chute, as Owner, I hereby certify that I have caused the land described on this map to be surveyed, divided, combined, mapped and dedicated as represented on this Certified Survey Map. I further certify that this Certified Survey Map is required to be submitted to the following for approval.

Village of Little Chute

Michael R. Vanden Berg  
Michael R. Vanden Berg  
Village President

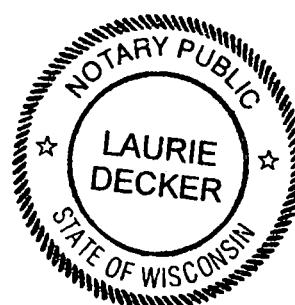
State of Wisconsin)  
ss)  
Outagamie County)

Personally appeared before me on the 27 day of September,  
2018, the above named persons to me known to be the persons who  
executed the foregoing instrument, and acknowledged the same.

Laurie Decker  
Notary Public

Outagamie County, Wisconsin.

My commission expires: 4/10/2022

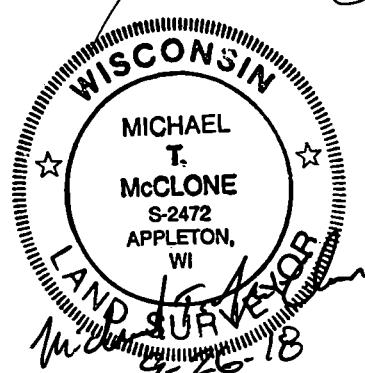


Village Board Approval

Approved by the Village of Little Chute, Outagamie County, Wisconsin, by the Village Board on the 19 day of  
September, 2018.

Michael R. Vanden Berg  
Michael R. Vanden Berg  
Village President

Laurie Decker  
Laurie Decker  
Village Clerk



PROPOSED NEW PROCESS FACILITY FOR:  
**AGROPUR - LITTLE CHUTE**  
XXX FREEDOM ROAD • APPLETON, WI 54915

PROFESSIONAL SEAL

PRELIMINARY DATES  
JAN. 26, 2021  
FEB. 12, 2021  
FEB. 26, 2021

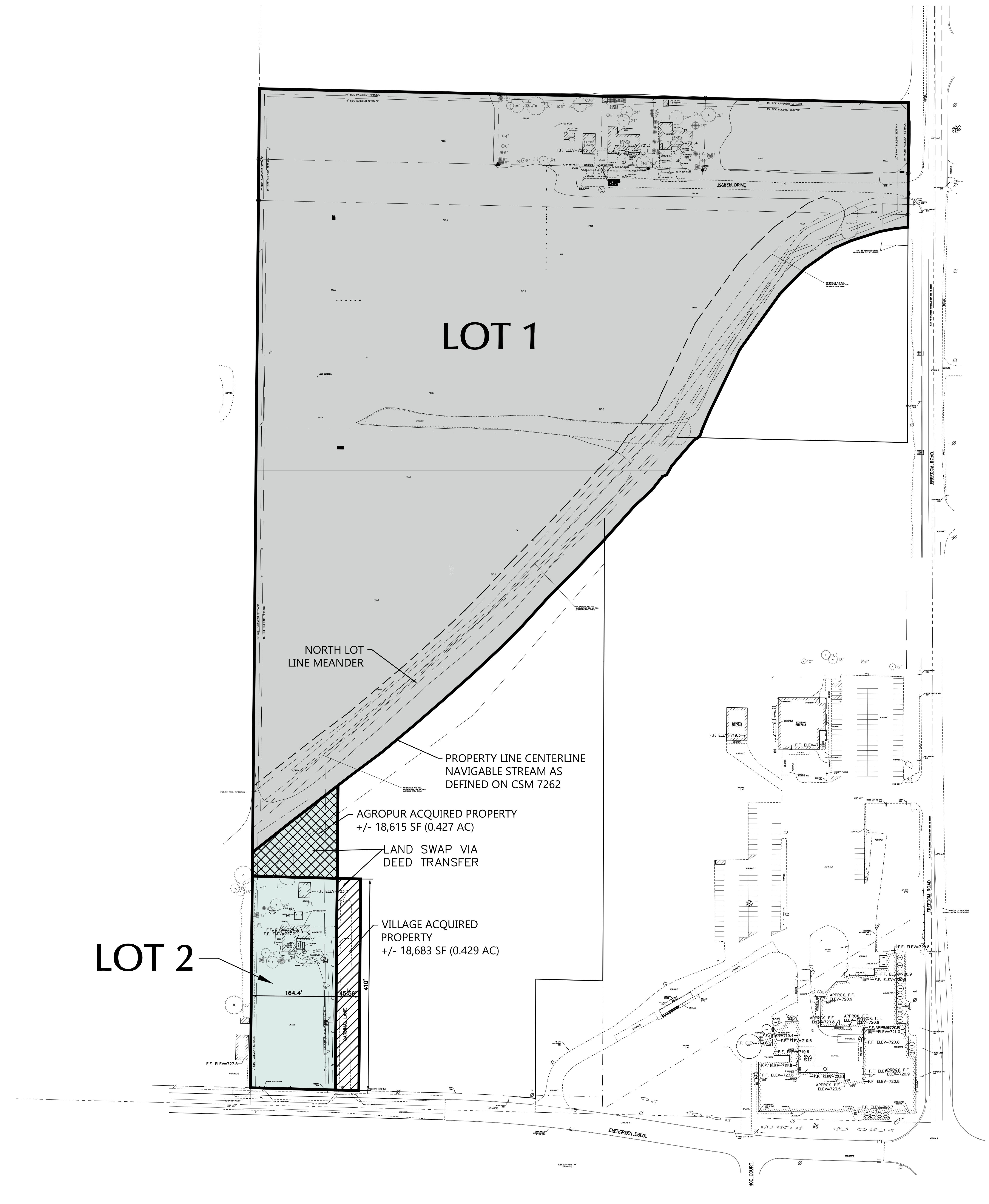
NOT FOR CONSTRUCTION

JOB NUMBER  
2101120

SHEET NUMBER

**CSM-E**

PRELIMINARY CSM EXHIBIT



**DEVELOPMENT AGREEMENT  
BETWEEN  
VILLAGE OF LITTLE CHUTE  
AND  
AGROPUR INC.**

This Development Agreement (“Agreement”) is made by the Village of Little Chute (“Village”) and Agropur inc. (“Agropur”) for the purposes, and subject to the terms and conditions, all as set forth below. The Village and Agropur may be referred to herein individually as “Party” or collectively as “Parties”.

**BACKGROUND RECITALS**

**WHEREAS**, Agropur desires to develop a food manufacturing facility in the Village as described in more detail below in this Agreement; and

**WHEREAS**, the Village owns property in Tax Increment District #6 which it is willing to sell to Agropur for its proposed development, and which property Agropur desires to purchase from the Village for its development; and

**WHEREAS**, to help induce Agropur to construct its development in the Village, the Village is willing to grant a financial purchase price incentive and in addition thereto future financial payment incentives to Agropur to defray Agropur’s costs and expenses for the development;

**NOW, THEREFORE**, the Parties agree as follows:

1. **Legal Consideration**. This Agreement is made in consideration of the mutual obligations and benefits of both the Village and Agropur as set forth in the terms of this Agreement.

2. **Purpose**. The purpose of the Agreement is to enable Agropur to construct a new cheese processing facility (the “**Project**”) in Tax Increment District #6 at the location described in paragraph 4 below, in the Village and to increase jobs and employment in the Village associated with the Project.

3. **The Project Description**. This Project, to be owned by Agropur, will consist of a new building and related facilities for processing milk and the manufacturing of cheese, including approximately 200,000 square feet of processing area and office area, plus other usual and customary amenities related to facilities used for these purposes. The Project will also include an on-site wastewater treatment plant in a separate structure of approximately 15,000 to 20,000 square feet. The term “Project” does not include the land on which the Project is located described as the Project Property described below, in order to clarify that the Incentive Payments described below in section 7 do not include increases in the value of the vacant land.

4. **Project Property/Vacation of Street/Certified Survey Map**. The property on which the Project is to be located consists of all of Lots 1, 2, 3, and the unplatte lands between

Lot 2 and Lot 3 as set forth in Certified Survey Map No. 7620 located in the Village (the “**Project Property**”). As part of the Project development the Village plans to use its best efforts to vacate the Karen Drive right-of-way shown on this Certified Survey Map. A new Certified Survey Map shall be created by Agropur, at its sole cost and expense, combining all parcels of land making up the Project Property, subject to Village approval. The Project Property is shown and legally described on **Exhibit A** attached hereto.

5. **Sewer and Water Utilities in Karen Drive Right-of-Way.** In the event the Village successfully vacates Karen Drive, then the sewer and water utilities located within the current Karen Drive right-of-way will be conveyed by the Village to Agropur and will become privately owned sewer and water facilities subject to the future repair, maintenance, and replacement at the expense of Agropur.

6. **Land Swap Between Agropur and Village.** As part of this Agreement, the Village and Agropur shall swap two parcels of land designated on **Exhibit B** (draft CSM) as “LAND SWAP VIA DEED TRANSFER”. Agropur will deed to the Village that rectangular parcel of land bordering on the north side of Evergreen Drive designated as “VILLAGE ACQUIRED PROPERTY” totaling 0.429 acres, which will be designated as “Lot 3” on an updated CSM. The Village will deed to Agropur that irregular shaped parcel shown with cross-hatch markings on **Exhibit A** located between Lot 1 and Lot 2 identified as “AGROPUR ACQUIRED PROPERTY” totaling 0.427 acres.

The exchange of these parcels shall occur subsequent to the conveyance of the Property shown on **Exhibit A** referenced in paragraph 4 above, by the Village to Agropur pursuant to the provisions of paragraph 8 below, for the reason that there is an outstanding IRS lien on the land Agropur is acquiring to transfer to the Village as part of this exchange, designated above as the “VILLAGE ACQUIRED PROPERTY”. This IRS lien will not be removed by the time the closing occurs for the Project Property pursuant to paragraph 8. This exchange shall take place on a date not later than 21 days following removal of the IRS lien. Agropur is responsible, in cooperation with, the current owner of the VILLAGE ACQUIRED PROPERTY, to remove the IRS lien, so that this exchange can take place.

7. **Value of the Project.** The completed Project shall have an assessed value for real estate tax purposes of not less than Twelve Million Dollars (\$12,000,000).

8. **Purchase Price/Offer to Purchase/Purchase Price Incentive Payment.** Agropur will purchase the Project Property from the Village. The total Purchase Price shall be approximately \$1,225,000 for the Project Property, consisting of approximately 24.5 acres, subject to the additional consideration, terms and conditions stated herein. The actual final Purchase Price shall be calculated at \$50,000 per acre for the total acreage of the Project Property as set forth in Certified Survey Map No. 7620 (the “**Purchase Price**”). As part of this Agreement the parties shall execute the Vacant Land Offer to Purchase, a copy of which is attached as **Exhibit C**. The land subject to this Vacant Land Offer to Purchase will be the Property described in paragraph 4 above and all of the AGROPUR ACQUIRED PROPERTY described in paragraph 6 above. However, no purchase price is being applied to the AGROPUR ACQUIRED PROPERTY. Within seven (7) business days of closing, on the condition that Agropur’s purchase proceeds are collected

by the Village in good funds in U.S. dollars, the Village shall pay an incentive payment to Agropur in the total amount of money equal to the actual final Purchase Price less One Dollar (\$1.00), to complete the Project as required by this Agreement (“**Purchase Price Incentive**”).

**9. Future Incentive Payments / Annual Installments / Maximum Total, Early**

**Termination.** If the Project is Substantially Completed by Agropur, as described herein, and achieves an assessed value for tax purposes of not less than \$12,000,000, and Agropur has satisfied and continues satisfaction of all other conditions and requirements in this Agreement, Agropur will be entitled to additional financial incentive payments (“**Incentive Payments**”), which are in addition to the Purchase Price Incentive. Payment of Incentive Payments is further conditioned upon all real estate taxes for the preceding calendar year having been paid in full by Agropur to the Village on or before July 31<sup>st</sup> of each year the Incentive Payment is due.

Each Incentive Payment shall equal a total of 60% of the annual tax increment attributable to the Project (excluding tax payments received which are attributable to the Project Property), paid to, and collected by, the Village each year. These Incentive Payments will be made by the Village to Agropur on an annual basis on or before October 1<sup>st</sup> each year, beginning in the second year after the Project is completed to a point ready for occupancy and an occupancy permit is issued by the Village for the Project (“Substantially Completed” or “Substantial Completion”.

The Base 20% of Initial Assessed Value described below for calculating the maximum total assessment payments shall not include any assessed value for the land or pre-existing improvements, existing at the time the Project Property is transferred from the Village to Agropur and also excluding any increases in those values thereafter during the term of this Agreement.

The Incentive Payments will stop at the time that the total Incentive Payments made equals the difference between the Base 20% of the Initial Assessed Value of the Project and the Purchase Price Incentive. The “Initial Assessed Value” is that assessed value determined to exist on the first January 1 assessment valuation date, following Substantial Completion of the Project. The maximum amount of assessment payments equals Base 20% of the Initial Assessed Value of the Project, minus the Purchase Price Incentive referenced in paragraph 6 above. This is the maximum total of all Incentive Payments to be made under this Agreement, but this Maximum Total is not guaranteed as explained below.

The total of incentive payments may be less if the required conditions for payment herein are not maintained by Agropur. For illustration, if the Initial Assessed Value of the Project is \$15,000,000, then Base 20% would equal \$3,000,000 from which \$1,225,000 (Purchase Price Incentive) would be subtracted, leaving a difference of \$1,775,000 which is the maximum amount of Incentive Payments potentially payable to Agropur by the Village.

All future Payment Incentives shall terminate early before the Maximum Total is paid, if for any calendar tax year the assessed value of the Project falls below \$12,000,000. In the event the Assessed value falls below \$12,000,000 the Incentive Payments shall not be paid, and all future Incentive Payments thereafter shall be discontinued, and this Agreement shall terminate.

10. **Site Suitability/Testing.** Agropur has the approval and permission of the Village to conduct geologic testing to confirm that the Project Property is suitable for the Project as designed.

11. **Transfer Date/Closing Date.** The property will be transferred by Village to Agropur by warranty deed on or before May 28, 2021, (the “**Closing Date**”).

12. **Village Buy Back Rights / Kept Free of Liens.** In the event that a building permit has not been applied for and issued for the Project including a building of at least 200 thousand square feet on or before December 31, 2021, or in the event that construction of the Project has not been commenced and all site work and foundations installed for the Project on the Property on or before December 31, 2022, the Village shall have the right (option) to buy back the Project property from Agropur for One Dollar (\$1.00) to be closed within 30 days of notice of repurchase given by the Village to Agropur. These buy back rights (option) will be recorded with the Register of Deeds at time of closing. Title shall be re-conveyed by Agropur to the Village free and clear of liens and encumbrances. Agropur shall not place any mortgages or other liens on this property until such time as the Project has been completed without the express written consent of the Village which shall not be unreasonably withheld.

13. **Mortgage Security for Buy Back Rights/Letter of Credit.** Agropur shall grant a first mortgage lien to the Village at closing, on State Bar Form 21-2003 (draft copy attached as **Exhibit F**), to secure the buyback rights of the Village, to be recorded with the Register of Deeds, in form and substance approved by the Village, as a condition for closing the sale and transfer of the property by warranty deed from the Village to Agropur.

14. **Design and Site Plan Approval.** The Village shall be entitled to review and approve the design of the building, building plans, stormwater drainage plan, landscaping plans, street access plans, and site plan prior to commencement of construction solely for assurance that the building and site development meets the covenants for the Village Industrial Park and complies with all Village Ordinances. Approval of building design and site plan shall not be unreasonably withheld, conditioned or delayed. The Site Plan approved by the Village on a preliminary basis is attached there as **Exhibit D** and any material deviations therefrom proposed by Agropur shall be approved by the Village in advance of commencement of construction. Agropur’s site plan shall show the existing Village underground stormwater facility and above ground trail.

15. **Bridge Construction by Agropur.** Agropur’s bridge construction shall not involve the location of abutments or other facilities above the underground stormwater facility, or so close to it that the structure will interfere with the maintenance, repair, or replacement of this stormwater facility. Additionally, to the extent that the Village existing trail needs to be redesigned and/or reconstructed as a result of Agropur’s bridge construction, the cost of doing so shall be the sole responsibility of Agropur including but not limited to any extra construction features to accommodate grade variations between the Agropur bridge and the Village trail in a manner that will permit the Village trail to cross over the Agropur bridge. Trail reconstruction shall comply with the specifications in the “Wisconsin Bicycle Facility Design Handbook” most recent addition prepared by the Wisconsin Department of Transportation.

16. **Stormwater Management Agreement/Code Compliance.** As an additional condition for receiving Incentive Payments, both initially and on a continuing basis under this Agreement. Agropur shall enter into a written Stormwater Management Agreement with the Village containing terms and conditions acceptable to the Village and Agropur. Agropur shall comply with all Village ordinances as a further condition for receiving the initial and continuing Incentive Payments described herein.

17. **Reimbursement to Village for Laterals.** The Village will be reconstructing Evergreen Drive in 2021. In the event that the Agropur requests the Village to install water, sanitary sewer, and/or storm sewer, laterals for the benefit of the Project Property during that reconstruction process, Agropur shall reimburse the Village for the value/cost of the Village's design, labor, and materials associated with such installations.

18. **Fees and Permits.** Agropur will be required to pay all applicable fees and permit costs as determined by the Village's schedule of fees shown on **Exhibit E** attached hereto.

19. **Construction/Completion of the Project.** The Project shall be designed and constructed at the sole cost, and under the direction of Agropur. Agropur shall obtain a building permit from the Village no later than December 31<sup>st</sup>, 2021. The construction of the Project shall be commenced and all site work and foundations installed for the Project on the Property on or before December 31, 2022. The Project shall be considered Substantially Completed when the state of Wisconsin issues a letter of substantial compliance, and an occupancy permit for the Project issued by the Village, no later than December 31<sup>st</sup>, 2023. If these time limits are not met, all Village obligations to make Incentive Payments to Agropur are terminated.

20. **Complete Agreement/Amendments/Conflicts.** This document constitutes the complete agreement of the Parties and there have been no other representations, warranties, or agreements upon which either Party has relied unless in writing and signed by the Party to be bound. Any amendments hereto shall be in writing and signed by both Parties. In the event of any conflict between the provisions of this Agreement and any accompanying documents, the terms of this Agreement control.

21. **Assignment Restrictions.** This Agreement and the rights and obligations of Agropur herein shall not be assigned by Agropur to any other person or entity without the express written advance authorization of the Village which the village may grant or deny in its sole discretion.

22. **Notices.** Notices under this Agreement whether optional or mandatory shall be given by the parties hereto as follows:

If to the Village:	Village of Little Chute Village Administrator 108 W Main Street Little Chute, WI 54140 Email: <a href="mailto:james@littlechutewi.org">james@littlechutewi.org</a>
--------------------	--

If to Agropur: Agropur inc.  
Attn: Mike Sipple, Vice President  
Milk Procurement & Regional VP Operations  
Address: 3500 E. Destination Drive  
Appleton, WI 54915  
Email: [Mike.Sipple@agropur.com](mailto:Mike.Sipple@agropur.com)  
With a copy to: avislegal-legalnotice@agropur.com

23. **Parties Bound.** This Agreement is binding on the Parties hereto and their respective heirs, successors, and assigns.

24. **Village Board Approval.** This Agreement is binding on the Village only upon approval by the Village Board of Trustees obtained by requisite majority vote at an open Village Board meeting.

25. **Agropur Board Approval.** The transactions described in this Agreement are subject to the approval of the Project by the Board of Directors of Agropur.

26. **Agropur Authorization.** Agropur shall provide to the Village documentation in form and substance satisfactory to the Village that the person or persons executing this Agreement has/have full authority to act on behalf of and legally bind Agropur to this Agreement by the signature below.

27. **Recording.** Any Party hereto may record a copy of this Agreement or a memorandum hereof with the Register of Deeds for Outagamie County.

28. **Choice of Law.** This Agreement and all matters relating to it or arising from it – whether sounding in contract law or otherwise – shall be governed by, and shall be construed and enforced pursuant to, the laws of the State of Wisconsin.

Copy signatures transmitted by fax, email or other electronic transmission and counterpart signature pages are deemed as binding and valid as originals for purposes of this document.

VILLAGE OF LITTLE CHUTE  
By:

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

Date: \_\_\_\_\_

AGROPUR INC.

By: \_\_\_\_\_  
Doug Simon, President

Date: \_\_\_\_\_

**TABLE OF EXHIBITS**  
to  
Development Agreement

Exhibit A	Description in Paragraph 4 – CSM 7620
Exhibit B	Description in Paragraph 6 – DRAFT CSM
Exhibit C	Description in Paragraph 12 – Offer to Purchase
Exhibit D	Description in Paragraph 12 – Site Plan
Exhibit E	Description in Paragraph 15 – Schedule of Fees
Exhibit F	Description in paragraph 13 – Mortgage

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

<b>ITEM DESCRIPTION: 2021 Budget Amendments</b>
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<b>PREPARED BY: Lisa Remiker-DeWall, Finance Director</b>
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<b>REPORT DATE: May 7, 2021</b>
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<b>ADMINISTRATOR'S REVIEW/COMMENTS:</b>
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No additional comments to this report: _____
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See additional comments attached: _____
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<b>EXPLANATION:</b>
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WE Energies provided a lighting plan and estimate for Evergreen Drive (French to Holland). This was not included in the original budget for the construction. The following budget adjustment will be necessary to fund:

TID 4

Construction	+\$ 7,400
Net Position	-\$ 7,400

TID 7

Land	+\$ 8,600
Net Position	-\$ 8,600

<b>RECOMMENDATION: Please approve the 2021 Budget Amendments for the WE Energies lighting plan necessary on Evergreen Drive (French to Holland).</b>
--

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

<b>ITEM DESCRIPTION:</b> Vandenbroek Pond Expansion and 2021 Budget Amendments
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<b>PREPARED BY:</b> Chris Murawski
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<b>REPORT DATE:</b> May 14, 2021
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<b>ADMINISTRATOR'S REVIEW/COMMENTS:</b>
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No additional comments to this report: \_\_\_\_\_

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

<b>EXPLANATION:</b>
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Vandenbroek Pond Project requires a budget adjustment necessary to expand the original project volume from 3,000 cubic yards to 10,500 cubic yards due to the recent land acquisition. By postponing this project, cost savings were realized by not having to reconfigure the pond and relocating the discharge structure. The pond expansion will provide a service area of approximately 30 acres of previously developed land and allow treatment of the storm water runoff from this area.

The following budget adjustment will be necessary to fund:

**STORMWATER UTILITY**

Vandenbroek Pond	+\$ 292,000
Net Position	-\$ 292,000

<b>RECOMMENDATION:</b> Please approve the expansion to the Vandenbroek Pond along with the necessary 2021 Budget Amendments to fund.
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Village of Little Chute  
**INFORMATION FOR VILLAGE BOARD CONSIDERATION**

<b>ITEM DESCRIPTION: CTH N and Madison Street Cost Sharing and 2021 Budget Amendment</b>
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<b>PREPARED BY: Chris Murawski, Village Engineer</b>
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<b>REPORT DATE: May 14, 2021</b>
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<b>ADMINISTRATOR'S REVIEW/COMMENTS:</b>
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No additional comments to this report: \_\_\_\_\_

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

<b>EXPLANATION:</b>
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The attached Outagamie Counties final cost sharing agreement requests a total of \$66,000: \$45,000 Village cost for the median, \$10,000 for needed utility rim adjustments, \$5,000 bike lane painting accommodations and \$6,000 is for engineering and support. It would be my recommendation to accept these costs because it would be more costly for us to contract separately and to obtain a separate permit from the railroad. This estimate now includes more than just the median, it now provides for additional signs, new sidewalks, and two inlet structure replacements, bike lane painting and structure rim adjustments.

A budget adjustment is necessary for approval of this agreement since it exceeds the amount estimated during the 2021 budget deliberations. The construction fund does have fund balance to cover the differential. The following budget adjustment will be necessary:

Construction Fund

CTH N and Madison Street	+\$ 28,400
Net Position	-\$ 28,400

<b>RECOMMENDATION: Please approve the CTH N and Madison Street Costing Sharing Agreement with applicable necessary 2021 Budget Amendment.</b>
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## OUTAGAMIE COUNTY HIGHWAY DEPARTMENT

### COUNTY / MUNICIPAL / STATE AGREEMENT

CTH N (STH 96 to CTH OO)

Outagamie County Project 598800

DATE:	<u>5/13/2021</u>
PROJECT:	<u>See below</u>
HIGHWAY:	<u>CTH "N" / Madison St.</u>
LIMITS:	<u>STH 96 to CTH OO/North Ave.</u>
MUNICIPALITY:	<u>Village of Little Chute</u>

The signatory **Village of Little Chute**, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the County of Outagamie, through its Highway Department, hereinafter called the County, to initiate and effect the highway or street improvement hereinafter described.

**PROJECT DESCRIPTION:** A pavement evaluation report indicated that the recommended corrective action is to rubbilize the existing concrete pavement and place a new asphalt overlay on this segment of urban highway. Minor roadway and drainage improvements will also be completed in coordination with the Village of Little Chute. This project will also include construction of two raised median islands adjacent to the existing CN Railroad at-grade crossing as part of the Village's long-term Quiet Zone Implementation improvements. Agreement is for construction and engineering support for planned improvements within the limits described above. Construction is currently scheduled for 2021.

COST ESTIMATE AND PARTICIPATION							
PHASE	***** ESTIMATED COST *****						
	Total Estimated Cost	Outagamie County	%	Village of Little Chute Public Works	%	Village of Little Chute Parks Dept.	%
<b>ENGINEERING:</b>							
Design Engineering	\$0	\$0	50%	\$0	50%	\$0	0%
<b>RIGHT OF WAY:</b>							
RIGHT OF WAY	\$0	\$0	100%	\$0	0%	\$0	0%
<b>CONSTRUCTION:</b>							
Pavement Rehabilitation	\$205,000	\$205,000	100%	\$0	0%	\$0	0%
Utility Adjustments	\$10,000	\$0	0%	\$10,000	100%	\$0	0%
Median Islands at CNRR	\$45,000	\$0	0%	\$45,000	100%	\$0	0%
Bike Lane Signing/Marking	\$5,000	\$0	0%	\$0	0%	\$5,000	100%
Engineering & Support	\$12,000	\$6,000	50%	\$6,000	50%	\$0	0%
<b>TOTAL PROJECT COST</b>	<b>\$277,000</b>	<b>\$211,000</b>	<b>76%</b>	<b>\$61,000</b>	<b>22%</b>	<b>\$5,000</b>	<b>2%</b>

This request for the programming, design and construction is subject to the terms and conditions that follow and is made by the undersigned under proper authority to make such request for the designated Municipality and upon acceptance by the Highway Commissioner shall constitute an agreement between the County and the Municipality unless specifically modified or amended by supplemental written agreement between the County and the Municipality.

## **Terms and Conditions**

1. When Federal Funds are involved, the improvement will be subject to the applicable Federal Aid Highway Acts and regulations of the Federal Highway Administration, U.S. Department of Transportation.
2. This is a joint agreement between the County and the Municipality. The Municipality will be kept informed on the project status and will have input regarding the project. This project will be administered under the County Administrative Rule 10-02.
3. If the Municipality should withdraw the project, it will pay to the County any cost that has been incurred by the county on behalf of the project.
4. The project cost in the agreement is an estimate. The Municipality will be invoiced periodically, and agrees to pay based on actual costs incurred. Such costs may be greater or less than the estimated amount, however, the Municipality acknowledges that costs between the time this agreement is executed and the actual time of construction can vary.
5. The County's obligation to perform under this contract shall be subject to County Board appropriation of funds sufficient to fund the County's obligations herein.
6. The County and Municipality agree and understand that the Municipality is reserving its rights to assess any and all costs incurred by the Municipality for this project. The Municipality and County hereby further agree that the Municipality has the right to assess any of its costs upon terms deemed acceptable by the Municipality subject to the following: In the event county property is assessed or subject to assessment the county reserves the right to object to the propriety and / or correctness of the assessment formula or methodology, however, such right to object does not extend to the municipality's ability to assess. The county's right to object includes the ability to challenge the assessment methodology or formula in circuit court and to pursue appeals of circuit court decisions.
7. Operations and Maintenance responsibilities of facilities built with this project are as follows:
  - Outagamie County shall maintain the following:
    - a. Roadway surface and roadway base between outside curblines
    - b. Curb & gutter along the County Trunk Highway
    - c. Roadway signing and pavement marking necessary for normal roadway operations
    - d. Traffic signal maintenance and overhead street lighting required for CTH OO intersection
    - e. Maintain records of the highway and right-of-way, as well as access and utility permits along the County Trunk Highway system
  - The Municipality shall maintain the following:
    - a. Storm sewers, drainage pipes, and related stormwater appurtenances
    - b. Off-road sidewalk facilities and pedestrian crossings, including winter maintenance
    - c. Sidewalks and pedestrian appurtenances at the CN Railroad at-grade crossing.
    - d. Signing and pavement marking associated with sidewalks, bicycle lanes, and multi-modal facilities
    - e. Installation and maintenance of local street signage
    - f. Village-owned street lighting not required for safe operation of the CTH OO intersection
    - g. Aesthetic mowing or landscaping within the highway right-of-way
    - h. Additional amenities requested by the Municipality and installed under the contract

BY: \_\_\_\_\_

Dean E. Steingraber, P.E.

Outagamie County Highway Commissioner

Date

BY: \_\_\_\_\_

Signed for and on behalf of: Village of Little Chute

Date

## CTH N Proposed Bike Lanes Estimate - PAINT

Date: 5/13/2021  
Completed By: JJZ

Item	Description	Qty	Unit	Unit Price	Total Cost
646.5220	Bike Lane Symbol	11	EA	\$ 72.00	\$ 792.00
646.5220	Sharrow Symbol	17	EA	\$ 72.00	\$ 1,224.00
646.1020	Marking Line 4-inch (white)*	5,000	LF	\$ 0.25	\$ 1,250.00
637.xxxx	Bike Lane Signs (Fabricated)	45	SF	\$ 30.00	\$ 1,350.00
637.xxxx	Posts (VLC Custom Green Steel)	7	EA	\$ 56.00	\$ 392.00
634.06xx	Bike Lane Signs (Installed) #	7	EA	\$ 175.00	\$ 1,225.00
619.1000	Mobilization - Epoxy Pav't Marking	-	EA	\$ 3,150.00	\$ -

\* Assumes single 4" line b/t travel lane & bike lane

**Total Cost: \$ 6,233.00**

**Total Cost - LITTLE CHUTE**

**\$4,983.00**

**Total Cost - COUNTY**

**\$1,250.00**

\* Assumes single 4" line b/t travel lane & bike lane

# Assumes core drill in sidewalk for sign installation

## OPINION OF PROBABLE COST - SOMMERS UNIT COSTS

2021

Owner: VILLAGE OF LITTLE CHUTE  
Project Name: Madison Island (CTH N/Madison St Crossing)

Note: Prices Updated 5/12/2021 based on OC Revised Design  
CONCRETE PAVEMENT OPTION

Engineer: JJZ  
Date: 5/13/2021

Key:  
Contracted Item  
Not on original estimate

Description - Concrete Islands  
Total Project Length = 200 feet

### UTILITIES

Item	Qty	Unit	Description	Unit Price	Total
1	4	VF	Reconstruct Sanitary Sewer Manhole (4' Diameter)	\$350.00	\$1,400.00
2	1	EA	Sanitary Sewer External Chimney Seal	\$510.00	\$510.00
3a	80	LF	Storm Sewer Reinforced Concrete Class ___ - 12-Inch	\$50.00	\$4,000.00
3b	2	EA	Catch Basins	\$1,000.00	\$2,000.00
<b>SUB-TOTAL</b>					<b>\$7,910.00</b>

### MEDIAN IMPROVEMENTS

Item	Qty	Unit	Description	Unit Price	Total
3	148	SY	Removing Pavement	\$20.00	\$2,960.00
4	24	CY	Base Aggregate Dense 1-1/4 inch	\$15.00	\$360.00
5	188	Ea.	Drilled Tie Bars	\$6.00	\$1,128.00
6	525	L.F.	Saw Cut Pavement	\$2.50	\$1,312.50
7a	200	L.F.	Concrete Curb and Gutter 18 Inch -Type A South	\$13.65	\$2,730.00
7a	45	L.F.	Concrete Curb and Gutter 30 Inch -Type A South	\$14.35	\$645.75
7b	200	L.F.	Concrete Curb and Gutter 18 Inch - Type D North	\$17.00	\$3,400.00
7b	30	L.F.	Concrete Curb and Gutter 30 Inch -Type A North	\$14.35	\$430.50
8	2	Ea.	Pavement Marking, Paint, Island Nose	\$50.00	\$100.00
9	440	L.F.	Pavement Marking, Curb Paint	\$1.00	\$440.00
9b	0	Ea.	Pavement Marking, Mobilization (Epoxy Only)	\$3,150.00	\$0.00
10	5	Days	Flagging	\$1,300.00	\$6,500.00
11a	631	S.F.	Concrete Sidewalk 5 Inch, Includes Aggregate Base	\$6.00	\$3,786.00
11b	32	S.F.	Detectable Warning Fields, Natural Patina	\$30.00	\$960.00
12	30	Ton	Asphaltic Surface (Ped Crossings)	\$100.00	\$3,000.00
13	133	SY	Restoration (Topsoil, Seed, Emat)	\$5.00	\$665.00
14	160	LF	Erosion Control (IP's, Sediment Logs, Ditch Check)	\$3.00	\$480.00
15	4	Ea.	Sign Post / Installation	\$80.00	\$320.00
16	12	S.F.	Type II Signs (Assumed new by Outagamie Co)	\$30.00	\$360.00
<b>SUB-TOTAL</b>					<b>\$29,577.75</b>

### PAVEMENT ITEMS (South side only; North side is same for both)

Item	Qty	Unit	Description	Unit Price	Total
17	370	SY	Removing Concrete Pavement	\$20.00	\$7,400.00
18	389	SY	Concrete Pavement, 8-Inch (Incl. 15-ft approach on N. Side)	\$49.65	\$19,313.85
<b>SUB-TOTAL</b>					<b>\$26,713.85</b>

<b>Construction Cost</b>		<b>\$64,201.60</b>
Engineering and Contingencies (20%)	20.0%	\$12,840.32
Annualized Inflation (0%)		\$0.00
<b>Total Project Cost</b>		<b>\$77,041.92</b>
<b>Total Cost - LITTLE CHUTE</b>	58.4%	<b>\$44,985.30</b>
<b>Total Cost - COUNTY</b>	41.6%	<b>\$32,056.62</b>

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

**ITEM DESCRIPTION:**

Auction of 422 W North

**PREPARED BY:** David Kittel, Community Development Director

**REPORT DATE: 5/14/2021**

**ADMINISTRATOR'S REVIEW/COMMENTS:**

**EXPLANATION:**

There has been some expressed interest in a recently acquired property by the Village at 422 W North Ave to purchase the home. In the past the Village has auctioned off homes to be moved offsite to accommodate new development while lowering our expense to raze properties. With the expressed interest in this property, it is ripe for the same opportunity. The property needs to be removed to accommodate a storm water pond that is slated to start construction later this summer. Staff is looking for direction from the Village Board to have staff proceed with the auction process and have the property moved off site by the end of summer.

**RECOMMENDATION:** To direct staff to prepare an Auction notice to sell the 1 story Ranch home and attached garage at 422 W North Ave.

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

**ITEM DESCRIPTION: Board Room Monitor Update**

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

**REPORT DATE: May 14, 2021**

**EXPLANATION:** I have been working with a consultant on another increase to the Board room to facilitate great capability for conference calls/meetings for staff. This primarily includes increased microphone capabilities and a new monitor in the location of the conference table.

The funding for this effort was included in the budget adjustments that were approved on March 17<sup>th</sup>. I am providing this item to the Village Board for action due to the village's acquisition policy. Per policy, any expenditure more than \$5,000 should have three quotations unless waived by the Village Administrator. In this case, the quoted work is for approximately \$7,500.

I am recommending waiving the quotation requirement for this upgrade for the following reasons:

- The contractor is a local vendor (Arrow AV Group) who has recently installed upgraded communication capabilities in the Board Room.
- If another contractor added to the system/program, it would likely negate the warranty on the previous work performed.
- Arrow AV Group recently reprogrammed the Board Room audiovisual system to work in a more efficient manner.
- Until further notice or increased efforts, Arrow AV group will be the audio-visual contractor that we utilize for work in the Board room.

**RECOMMENDATION:** Approve the upgrades to the Board Room for additional conferencing capabilities with Arrow AV Group at a cost not to exceed \$7,500.

## **VILLAGE OF LITTLE CHUTE**

### **ORDINANCE NO. 5, SERIES 2021**

#### **AN ORDINANCE CREATING A COOPERATIVE AGREEMENT WITH KAUKAUNA UTILITIES FOR COLLECTION OF DELINQUENT ELECTRIC UTILITY BILLS USING TAX COLLECTION PROCESS AS PER WIS. STATUTES 66.0809(4) AND WIS. STATUTES 66.0627**

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

Chapter 16, Article VI, Section 16-172 of the Village of Little Chute Code of Ordinances set forth below is hereby created and adopted as follows.

**WHEREAS**, the Village Board of the Village of Little Chute recognizes that a portion of the Village has electricity provided by Kaukauna Utilities; and

**WHEREAS**, the Village Board of the Village of Little Chute recognizes that delinquent electric utility bills impose a burden upon all users of this public utility; and

**WHEREAS**, Wisconsin Statutes 66.0809(4) expressly grants authority to municipal utilities, and Wis Statutes 66.0627 grants authorities to municipalities, to enact such legislation; and

**WHEREAS**, the Village Board of the Village of Little Chute wishes to cooperate with Kaukauna Utilities and the City of Kaukauna in providing another means to collect delinquent accounts to help protect all of the users of this public utility; and

**WHEREAS**, the City of Kaukauna Municipal Code includes provisions making delinquent electric utility service charges a lien upon real property, and allowing uncollected accounts to be placed on the property tax roll for the following year; and

**WHEREAS**, the City of Kaukauna has enacted an ordinance making electric utility service charges a lien upon real property, and allowing uncollected amounts to be placed upon the property tax roll for the following year and asks Village of Little Chute to enact a similar ordinance; and

**WHEREAS**, Wisconsin Statute 66.0809 requires Kaukauna Utilities to give a notice on October 15<sup>th</sup> each year to the owner or occupant of the lots or parcels of real estate for which payment for utility services are owing and in arrears; and

**WHEREAS**, Wisconsin Statute 66.0809 states that unless the taxes and arrears, with any added penalty are paid by November 15<sup>th</sup>, the arrears and penalty will be levied as a special charge against the lot or parcel of real estate for which the parcel is serviced, and for which payment is delinquent; and

**WHEREAS**, Wisconsin Statute 66.0809 also states that the officer or department from Kaukauna Utilities that issues the notice shall file with the Village of Little Chute Clerk on November 16<sup>th</sup> a list of all lots or parcels of real estate, giving the legal description for which notice of arrears is given, and for which arrears remain unpaid stating the amount of arrears and penalty;

**NOW, THEREFORE, BE IT ORDAINED** by the Village Board of the Village of Little Chute, that said Village Board does hereby create Ordinance Chapter 16, Article VI, Section 16-172 of the Little Chute Municipal Code as follows:

## **Sec. 16-172 - Electric Utility Cooperation with Kaukauna Utilities**

- (a) Collection of delinquent electric utility accounts on behalf of Kaukauna Utilities
  - (1) The procedures set forth under Sections 66.0809(3) and 66.0627 of the Wisconsin Statutes may be used for the collection of arrearages for electric service provided to Little Chute residents by Kaukauna Utilities.
  - (2) That the officer or department from Kaukauna Utilities, that issues the notice of delinquency to owners and occupants, shall file with the Village of Little Chute Clerk on November 16<sup>th</sup> a list of all lots or parcels of real estate, giving the legal description for which notice of arrears was given, and for which arrears remain unpaid stating the amount of arrears and penalty.
  - (3) Kaukauna Utilities staff is responsible for creating an accurate billing file compatible with Outagamie County's requirements for special charges and special assessments.
  - (4) Any billing errors are the responsibility of Kaukauna Utilities to resolve.
  - (5) The Village of Little Chute will not advance any funds for the delinquent account balances; amounts will be paid to Kaukauna Utilities only when fully collected by the Village of Little Chute through the tax collection process.
  - (6) The Village of Little Chute will provide such further cooperation, to the extent allowed by law, for placing special charges constituting liens on the tax bills of Village residents for unpaid electric utility services provided by Kaukauna Utilities, and upon collection of said amounts the Village of Little Chute will reimburse Kaukauna Utilities for such previously unpaid charges.

Introduced, approved, and adopted, by requisite vote of the Village of Little Chute Board of Trustees this 19<sup>th</sup> day of May, 2021.

**VILLAGE OF LITTLE CHUTE**

BY: \_\_\_\_\_  
Michael Vanden Berg, Village President

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

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

**ITEM DESCRIPTION: Pine Street Traffic Management Plan and 2021 Budget Amendment**

**PREPARED BY: Chris Murawski, Village Engineer**

**REPORT DATE: May 14, 2021**

**ADMINISTRATOR'S REVIEW/COMMENTS:**

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

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

**EXPLANATION:**

The attached Pine Street Parking Lot Layout Plan (Exhibit 1) is attached for your reference. As previously directed by the Village Board, two additional parking areas have been added to the original design. These additional improvements will connect the drive isle and adjacent parking areas with Grand Avenue on the west and Vandenbroek Street to the east. A cost estimate is provided and attached for the full amount of work to reconstruct the existing parking areas and close traffic to Pine Street to the north and creating a pedestrian mall located between two existing buildings located adjacent to the Pine Street right of way. If the additional improvements are approved a budget adjustment would be necessary to continue the project as indicated below.

A budget adjustment is necessary for approval to include new areas of pavement for this overall project. The added work will exceed the previous amount estimated during the 2021 budget deliberations. This project is a TID 8 project that was included in the 2020 General Obligation Debt issue in the amount of \$807,000 along with the Hotel Development Storm at \$603,000. The Hotel Development Storm will come in \$220,000 under budget so propose first to reprogram those borrowed funds to Pine Street. For the remainder, suggest using funds assigned for debt reduction to advance to TID 8. If you recall, at the March 17<sup>th</sup> Village Board meeting \$800,000 of fund balance was assigned for future debt reduction based on the final 2020 year-end results. The reduction could take place in one of two ways: 1) call any eligible debt (no debt available to call currently based on debt structures) or 2) use to reduce the next general obligation borrowing. Since this is a TID project, the general fund could advance the funds to the TID (with 3% interest). This would still allow in the future when the TID repays the general fund, these funds to be evaluated at that time its use in compliance with policies established. Reminder the Village borrowed for both the 2020 and 2021 CIP Projects together in 2020 so no further debt is planned to be issued in 2021.

**TID 8**

Pine Street Parking	+\$ 431,000
Downtown Hotel Storm	- \$ 220,000
Advance from the General Fund	+\$ 211,000

**General Fund**

Assigned Fund Balance Debt Reduction	-\$ 211,000
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**RECOMMENDATION: Please approve the Pine Street Traffic Management Plan with applicable necessary 2021 Budget Amendment.**

## OPINION OF PROBABLE COST

2021

Owner:  
Project Name:  
Contract No.  
Bid Date:  
Bid Time:  
Project Manager:

VILLAGE OF LITTLE CHUTE  
Pine Street Parking Lot Construction (w/o West Parking Lot)  
Prices Updated 5/2021

Engineer: REO / DEM

Description - Pine Street Parking Lot  
Total Project Length =

### SANITARY SEWER

Item	Qty	Unit	Description
1	50	LF	6 Inch Sanitary Lateral
2	210	LF	10 Inch Sanitary Main
3	13	VF	Sanitary Manhole (4' diameter)
4	2	EA	Sanitary Lateral Clay Dam
5	1	EA	Connect to Ex 10" Sanitary
6	1	EA	Sanitary Sewer Internal Chimney Seal
7	180	LF	Abandon 10" Sanitary Sewer
8	2	EA	Remove Sanitary Sewer Manhole
9	1	LS	Construction Staking - Sanitary Sewer

**SUB-TOTAL (Items 1 through 9, Inclusive)**

Unit Price	Total
\$82.24	\$4,112.00
\$94.29	\$19,800.90
\$360.74	\$4,689.62
\$150.00	\$300.00
\$1,500.00	\$1,500.00
\$510.00	\$510.00
\$7.00	\$1,260.00
\$525.40	\$1,050.80
\$1,000.00	\$1,000.00

**\$34,223.32**

### STORM SEWER

Item	Qty	Unit	Description
10	752	L.F.	12 Inch Storm Sewer
11	252	L.F.	15 Inch Storm Sewer
12	120	L.F.	Plaza Trench Drain
13	30	V.F.	Storm Manhole (4' Diameter)
14	6	Ea.	3 ft Dia. Catch Basin
15	5	Ea.	Storm Inlet (2' x 3')
16	3	EA	12 inch Storm Sewer Apron Endwall
17	3	Ea.	Remove Storm Manhole or Inlet
18	1	L.S.	Construction Staking - Storm Sewer
19	1	L.S.	Traffic Control
20	30	L.F.	Abandon 12 Inch Storm Main
21	2	Ea.	Storm Lateral Clay Dam
22	50	L.F.	6 Inch Storm Lateral
23	2	Ea.	Connect to Ex Storm MH/INLET
24	12	Ea.	Inlet Protection
25	1	Ea.	Tracking Pad
26	450	L.F.	Silt Fence
27	1	Ea.	Site restoration and Landscaping
28	1	L.S.	Pond Excavation and Construction

**SUB-TOTAL (Items 10 through 28, Inclusive)**

Unit Price	Total
\$71.27	\$53,595.04
\$75.33	\$18,983.16
\$150.00	\$18,000.00
\$387.00	\$11,610.00
\$1,850.67	\$11,104.02
\$1,850.00	\$9,250.00
\$750.00	\$2,250.00
\$580.00	\$1,740.00
\$5,000.00	\$5,000.00
\$3,000.00	\$3,000.00
\$6.17	\$185.10
\$100.00	\$200.00
\$42.99	\$2,149.50
\$578.60	\$1,157.20
\$110.21	\$1,322.52
\$1,250.00	\$1,250.00
\$2.54	\$1,143.00
\$20,000.00	\$20,000.00
\$100,000.00	\$100,000.00

**\$261,939.54**

### WATER MAIN

Item	Qty	Unit	Description
29	2	Ea.	Remove & Reinstall Hydrant
30	2	Ea.	Water Valve Adjustments

**SUB-TOTAL (Item 29 through 30, Inclusive)**

Unit Price	Total
\$1,500.00	\$3,000.00
\$308.00	\$616.00

**\$3,616.00**

### PAVING

Item	Qty	Unit	Description
31	2,917	SY	Removing Pavement
32	1,661	LF	Removing Curb & Gutter
33	1,150	CY	Common Excavation
34	1,150	CY	Base Aggregate Dense 1 1/4 inch
35	80	SY	8" Concrete Pavement (Dowled) with Integral Curb
36	50	Ea.	Drilled Tie & Dowel Bars
37	4,073	SY	HMA Pavement Type 4 LT 58-28 S Surface and Binder
38	1,715	LF	Concrete Curb and Gutter 30 Inch - Standard
39	12,958	S.F.	Concrete Driveway and Sidewalk 6 Inch, Includes Aggregate Base
40	8	Ea.	Curb Ramp Detectable Warning Field (24"x48")
41	15	Ea.	Drilled, Epoxy Coated No. 4 Tie Bars
42	1	L.S.	Water (For Compaction and Dust Control)
43	270	LF	Sawcut Pavement
44	1	L.S.	Street Signs and Posts
45	1	L.S.	Construction Staking
46	900	S.Y.	Concrete Pavement Removal
47	3,775	S.Y.	Asphalt Pavement Removal
48	1,800	LF	Pavement Marking Epoxy 4 inch
49	90	LF	Pavement Marking Epoxy 6 inch
50	200	LF	Pavement Marking Epoxy 18 inch
51	1	L.S.	Lighting
52	1	L.S.	Landscaping
53	16	EA	Pavement Marking Symbols

**SUB-TOTAL (Items 31 through 53, Inclusive)**

Unit Price	Total
\$40.00	\$116,680.00
\$3.00	\$4,983.00
\$20.00	\$23,000.00
\$25.50	\$29,325.00
\$56.00	\$4,480.00
\$13.00	\$650.00
\$52.78	\$214,972.94
\$31.67	\$54,314.05
\$6.25	\$80,987.50
\$250.00	\$2,000.00
\$13.00	\$195.00
\$2,500.00	\$2,500.00
\$2.85	\$769.50
\$4,000.00	\$4,000.00
\$3,000.00	\$3,000.00
\$4.77	\$4,293.00
\$4.08	\$15,402.00
\$3.00	\$5,400.00
\$5.00	\$450.00
\$13.00	\$2,600.00
\$60,000.00	\$60,000.00
\$25,000.00	\$25,000.00
\$300.00	\$4,800.00

**\$659,801.99**

**Construction Cost**  
Engineering and Contingencies (25%)  
Annualized Inflation (4%)  
**Total Project Cost**

**\$959,580.85**  
\$239,895.21  
\$38,383.23  
**\$1,237,859.30**



PINE STREET PARKING | OT REDEYE| OPMENT

VIII | AGE OF IITTE CHIITE WISCONSIN

# EXHIBIT

1