



## AMENDED AGENDA

# REGULAR BOARD MEETING

PLACE: Little Chute Village Hall  
DATE: Wednesday, December 21<sup>st</sup>, 2022  
TIME: 6:00 p.m.

**Virtually attend the December 21<sup>st</sup> Regular Board meeting at 6 PM by following the zoom link here:**

Join Zoom Meeting: <https://us06web.zoom.us/j/87319813899>

Meeting ID: 873 1981 3899

Dial by your location: +1 312 626 6799 US (Chicago)

### REGULAR ORDER OF BUSINESS

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

#### G. Consent Agenda

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

- 1. Minutes of the Regular Board Meeting of December 7, 2022
- 2. Disbursement List

#### H. Discussion/Action—Splash Pad Location Selection

#### I. Introduction — Public Sharing Exchange Ordinance

#### J. Action – Set Public Hearing for January 18, 2023 for the Adoption of the Public Sharing Exchange Ordinance

#### K. Introduction – Green House Ordinance

#### L. Action—Set Public Hearing for January 18, 2023 for the Green House Ordinance

- M. Department and Officers Progress Reports
- N. Call for Unfinished Business
- O. Items for Future Agenda
- P. Closed Sessions:
  - a.) 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. *Review of Legal Matter*
  - b.) 19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Personnel Reviews*
  - c.) 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. *Discuss Economic Development Item*
- Q. Return to Open Session
- R. Action—Landfill Siting Recommendation
- S. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852, [email: Laurie@littlechutewi.org](mailto:Laurie@littlechutewi.org) Prepared: December 19, 2022

# VILLAGE OF LITTLE CHUTE MONTHLY REPORT



## ***Little Chute***

ESTABLISHED 1848

NOVEMBER  
2022

Village Report to the Board of Trustees

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

## VILLAGE OF LITTLE CHUTE MONTHLY REPORT – NOVEMBER 2022

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

### Questions or Comments

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

Beau Bernhoft  
Village Administrator  
108 W. Main Street  
Little Chute, WI 54140  
920-423-3850  
[beau@littlechutewi.org](mailto:beau@littlechutewi.org)

# VILLAGE ADMINISTRATOR

## Administration Updates

- Met with developers on new projects in the Village.
- Landfill siting committee rounding third base with an agreement to bring to the respective boards for approval. Very appreciative of everyone's time through the process. Update coming soon.
- Attended the Leadership Fox Cities (LFC) for November session. We toured the OC Justice Center, including the jail. We met with Retired Assembly Leader Steineke and Congressman Grothman to discuss the path towards politics and local leadership impact on communities.
- Performance Reviews are almost all complete and are being reviewed by Administration.
- Attended various local and regional meetings to stay informed on neighboring projects.

## Current Work List and Progress Update

- Background investigation protocols are updated and consolidated. We will be training Department Heads on the protocols in December.
- Working with the fire department on rescue squad plans for the 2024 CIP item.
- Work continues for the Fire Space Needs Study. We will be ready for a January presentation to the Board.
- Year-end work and closeouts beginning to wrap up 2022. This work also includes assisting HR with wage and comp. implementation and updating the personnel handbook with new information.

## Items for December

- Continued project progress on various items tasked by the Village Board.
- Complete Performance Reviews with all staff and have Department Head meetings. Will be meeting with the Board in future closed session to discuss/update.
- Finalize Development Agreements for Board review to continue progress with several projects in the Village.
- Assist Finance in closeouts/year end work.
- Finalize and implement background check protocol changes.

# VILLAGE CLERK

November wrapped up the 2022 Election Cycle. The November 8<sup>th</sup> General Election was a success, 4,894 residents, 70% of registered voters, participated in the Election. 810 Absentee ballots were returned, 1,026 residents took advantage of early in-person voting which was held October 25 – November 4. Election Day saw 3,058 voters at the polls, with 449 of those being Election Day Registrations. This Election wouldn't have been possible without the dedication and hard work of the 40 plus Poll workers and greeters. Village Hall staff from the Library, Finance, Parks & Rec, Engineering, DPW and Community Development all assisted with covering the poll worker break schedule and we are very grateful for their help and team effort for this election! The Election didn't end at 8pm, results were successfully sent to County. In the following days Election Materials were delivered to County, poll books were reconciled, hundreds of EDRS entered and Election Day Materials were safely and securely stored. We are also looking forward to planning the Holiday Lunch, participating in the office decorating contest and completing the Winter Village Newsletter which will be mailed out to all residents in December.

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

- Mailed out Absentee Ballots and process returned ballots
- Contact poll workers, finish schedule
- Held In-Person Absentee Voting, Oct 25 – Nov 4
- Print Election Day materials - Poll Books, Election Manuals, Statues, Contingency plans, etc
- Organize Election Day Observer Spaces - orders to leave, observer manuals, stickers, etc
- Complete Polling Place Checklist – absentee certificates, tally sheets, canvass reports, provisional ballots etc
- Conduct November 8 General Election
- Post-Election Tasks and delivery of materials to County
- Poll Book Reconciliation
- Enter Election Day Registration forms
- Plan and organize Holiday Luncheon, Dec 5
- Update Website and social media with New Wards and Fall Election Information
- Shared data from social media sites
- Agendas/Minutes for meetings
- Continued maintenance of the Village Website
- Work with other Departments to create Social Media schedule, coordinate postings
- Ongoing phone/supply ordering support
- Operator License Renewals
- Attend training for November General Election
- November 8 Election planning, contact poll workers, make election plans
- Order and prepare Election supplies for November
- Plan and organize Holiday Luncheon, held December 5
- Planning and organization for December Village Newsletter

Goals for December:

- 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
- Attend local Grand Opening Events and promote new businesses on Social Media
- Process Operator License Renewals
- Complete Village Newsletter, mailed out to all residents
- Begin training for Badger Books
- Election Reconciliation, archive election day documents

### 2022 Social Media Metrics

	September	October	November	2022 Totals
<b>Facebook Posts</b>				
People Reached	22,139	15,319	28,401	292,088
Engagement	13,643	9,606	5,603	116,052
Link Clicks	436	43	120	3,993
Comments	255	247	247	3,693
Shares	223	153	184	2,013
Reactions	1,381	1,506	1,739	19,592
Photo Views	3,999	2,050	1,841	28,212
Most popular post	Main st updates	Trick or Treat	Finance Update	
New Followers	81	63	60	752
Net Followers	72	53	55	675
Total Followers	5,997	6,045	6,094	6,094
<b>Facebook Videos</b>				
Minutes Viewed	1,395	1,757	1,143	14,430
1-Minute Video Views	273	400	189	2,186
3-Second Video Views	2,971	3,642	2,764	39,945
Video Engagement	57	153	219	1,911
Most popular Video	Market on Main	Pickleball	Parks and Rec	

	Instagram			
Instagram Posts	12	11	8	140
Likes	54	35	26	560
Video Views	0	0	200	1,145
Reach	314	230	356	3,372
Followers	892	894	894	868
Popular Post	TbThur	TbThur	Veteran's Day	

# 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
- Karen Drive Vacated
- Assisted in November elections
- Continued discussions for further revitalization in our downtown

## TOP PRIORITIES FOR December 2022

- 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.
- Meet with more Local Businesses and to collect information on potential needs for the community/business.
- BRE Visits with more businesses
- Work through Site Plan review on multiple projects
- Addressing and Solar panel ordinance update/creation
- Work on updates to Sec 8 to allow for more options for the Village long term on commercial inspections and Building plan approvals
- Improve compliant tracking and follow-up process
- Find and catalog all existing Conditional uses, Variance and planning/zoning permits in effect
- Update Housing Affordability report

From our Building Inspector:

As we move into colder weather Permits are starting to slow up and projects are starting to finish up. As winter moves in the Department will start to focus on reviewing procedures, digitizing records, continuing education.

Highlights from November:

- Updated permits on Cloud Permit
- Working through class on Photovoltaic Systems Class
- Attended multiple Inspector meetings in the region
- 41 Inspections performed in November

**Permits Issued in November**

# Residential	# Commercial	Total	Total \$ Fees	Est. Construction \$
27 (2 NSFD)	1	28	\$3,250	\$640,540

**Year To Date (through 11/30)**

Total # of Permits	Total \$ Fees	Est. Construction \$
503	\$70,542.33	N/A

**Number of New Home Permits Year To Date**

# New Single Family	# Duplexes	Total
5	7	12

# Village of Little Chute Department of Finance

## HIGHLIGHTS

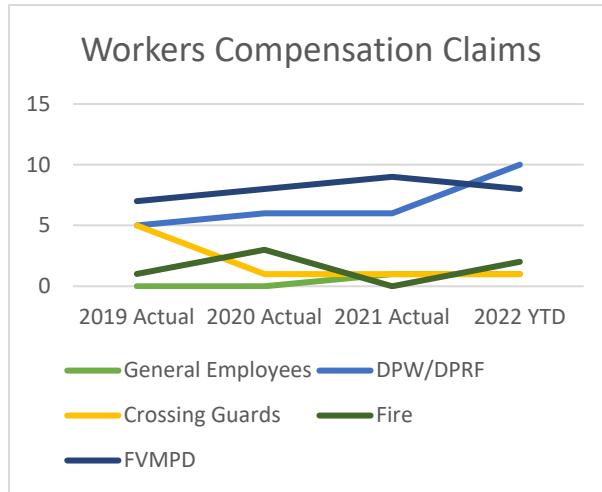
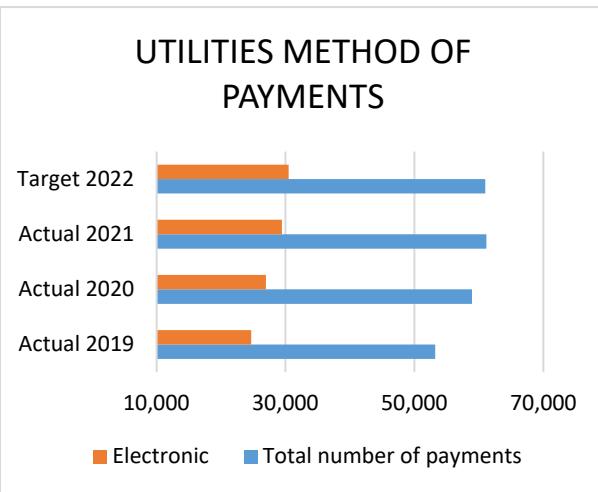
- Completed Finance Performance Reviews for 2022, celebrated many successes in our department. We are blessed to be a part of a highly effective team and have a renewed sense of direction with our 2023 goals.
- Two of our team members volunteered during the elections, allowing poll workers time for lunch and breaks.
- Calculated 2022 life insurance imputed income to be added to our police officers' taxable wages in 2022 per IRS publication 15-B.
- Well WI incentives earned in 2022 were added to participating employee's taxable income. Through persistent communication and an extra incentive offered by our Administrator, we increased employee and spousal participation by roughly 7% each.
- The Human Resources Manager attended two relevant webinars held by vonBriesen law offices that covered ADA and WI Disability Law as well as balancing medical leave and return to work.
- Finalized special assessment tax roll upload to the County by deadline of November 16.
- 2023 Weights and Measures License invoices are mailed and payments coming in.
- Calculated tax rates upon receipt of certified levies from taxing jurisdictions and credits from the State providing to the County by November 18 to secure early spot in que for tax bill printing.
- Payroll software is configured with Wage and Comp Study adopted pay schedule in anticipation of new rates effective 1/1/23.
- Completion of Life and Long-Term Disability census information.
- Accounts Payable Clerk assisted Ace Hardware with the clean-up of our accounts. They had inadvertently misapplied several payments over the course of many months and three accounts. Glad to end the year with accurate balances!

## TOP PRIORITIES FOR DECEMBER

- All remaining Comp Time for non-WPPA employees is paid out by our Payroll Specialist on the first payroll in December.
- 2023 health insurance rates will begin deducting from paychecks in December.
- File Tax Levy Limit Worksheet and Statement of Taxes with the State by deadlines.
- Prepare for preliminary audit fieldwork scheduled for December 14.
- Cross-Training on Special Assessment cash receipts and other Special Assessment responsibilities due to trained back-up retirement.
- Christmas decorating is in full swing as part of “Deck the Halls Village” competition. Stop in and visit our Grinch inspired Who-ville when you have a chance.
- Deputy Finance Director/Human Resource Manager will work in partnership with the Administrator to standardize background check process for new hires
- Final review of financial information in the third draft of Transportation Study report

## CONTINUOUS IMPROVEMENT EFFORTS

- Clarified set-up and documented procedures for compound meters to ensure accurate volume calculations for the Water and Sewer Utility.



## **PERFORMANCE MEASUREMENTS**

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>Target 2022</u>
# months bank reconciliation completed timely	7	12	12	12
# of stale checks outstanding	57	22	5	4
Custodial credit risk	\$3K	\$3.7	\$0	\$0
Investment performance vs 1-3 Year US Treasury Index	2.44% vs 3.55%	3.26% vs 3.10%	(.528)% vs (.555)%	(2.77)% vs (2.14)%
% of customers paying online	42%	53%	55%	57%
Continuous improvement initiatives	25	37	32	24
Number of special assessment billings	67	75	36	115
Average number of monthly utility bills	4,472	4,585	4,671	4,700
Annual number of utility work orders	920	940	1,033	1,000
Annual tax certification letters	540	774	673	675
General obligation bond rating	Aa3	Aa3	Aa3	Aa3
# of auditor's compliance issues	2	1	0	0
% of time monthly financials closed within 15 days	58%	100%	100%	100%
% of staff adequately trained/cross trained	70%	90%	90%	100%

## **FINANCIAL LEARNING OPPORTUNITY FOR THE MONTH**

### **Governmental Accounting Standards Board 87 Lease Accounting – effective for December 31, 2022, reporting**

**What:** Fundamental change in accounting for leases resulting in a right to use asset and lease liability or a lease receivable and deferred inflow.

**Who:** All governmental entities including municipal utilities; both lessees and lessors.

**How:** Create a lease inventory, review leases for relevant data then complete lease accounting and consider ongoing impacts. Lease evaluation considerations include control, lease term, stated discount rate or interest payment, and unique or variable payment arrangements. Exclusions include software (separate standard that will require implementation in 2023), short-term leases (less than 12 months) and contracts that transfer ownership (finance purchased not considered a lease)

	NOVEMBER	YTD 2022	BUDGET 2022	Over (Under) Budget	% OF BUDGET
<b>GENERAL FUND</b>					
Taxes	5,350.93	1,098,618.33	1,116,418.00	(17,799.67)	98.41%
Total Licenses and Permits	38,770.60	160,351.45	131,005.00	29,346.45	122.40%
Intergovernmental Aid	1,292,222.72	2,474,461.46	2,474,678.00	(216.54)	99.99%
Public Charges for Service	4,565.06	136,305.26	130,892.00	5,413.26	104.14%
Fines and Forfeitures	5,554.61	79,937.00	95,000.00	(15,063.00)	84.14%
Total Interest	21,908.78	7,372.27	88,052.00	(80,679.73)	8.37%
Miscellaneous Revenue	21,238.91	140,447.67	136,754.00	3,693.67	102.70%
Other Financing Sources	18,925.98	204,544.35	219,000.00	(14,455.65)	93.40%
<b>Total General Fund Revenue</b>	<b>1,408,537.59</b>	<b>4,302,037.79</b>	<b>4,391,799.00</b>	<b>(89,761.21)</b>	<b>97.96%</b>
Village Board	12,525.77	74,523.71	99,646.00	(25,122.29)	74.79%
Administration	5,506.39	84,140.33	123,932.00	(39,791.67)	67.89%
Engineering & GIS	911.58	28,550.56	95,410.00	(66,859.44)	29.92%
Finance	17,428.36	215,176.15	289,214.00	(74,037.85)	74.40%
Clerk	19,219.79	188,334.57	212,487.00	(24,152.43)	88.63%
Community Development - Assessing	5,084.96	62,879.35	81,973.00	(19,093.65)	76.71%
Village Hall	6,280.96	85,710.61	131,735.00	(46,024.39)	65.06%
Municipal Court	4,445.39	57,048.96	66,301.00	(9,252.04)	86.05%
Unallocated	(3,641.30)	43,197.75	208,425.00	(165,227.25)	20.73%
Insurance	6,640.20	209,460.00	226,869.00	(17,409.00)	92.33%
Village Promotion and Goodwill	2,183.23	33,645.22	33,546.00	99.22	100.30%
Inspections	8,124.80	115,165.91	151,080.00	(35,914.09)	76.23%
Fire Operations	23,461.29	283,180.64	368,767.00	(85,586.36)	76.79%
Fire Allocated	28,010.61	334,967.40	364,961.00	(29,993.60)	91.78%
Crossing Guards	7,363.31	61,223.28	84,716.00	(23,492.72)	72.27%
Public Works Administration	1,145.64	14,098.94	34,393.00	(20,294.06)	40.99%
Street Repair and Maintenance	30,224.42	492,944.59	744,384.00	(251,439.41)	66.22%
Public Works Support Services	23,473.05	55,030.06	75,790.00	(20,759.94)	72.61%
Public Works Vehicle Maintenance	9,312.46	121,623.80	144,502.00	(22,878.20)	84.17%
Snow and Ice Control	6,790.12	101,232.66	205,037.00	(103,804.34)	49.37%
Weed Control	129.41	6,526.58	19,848.00	(13,321.42)	32.88%
Recycling	4,723.28	37,187.12	47,922.00	(10,734.88)	77.60%
Park	30,929.91	423,181.37	499,810.00	(76,628.63)	84.67%
Recreation	9,922.94	174,606.03	210,131.00	(35,524.97)	83.09%
Forestry	9,798.86	160,905.26	172,342.00	(11,436.74)	93.36%
Youth Football	3,183.75	49,164.20	50,197.00	(1,032.80)	97.94%
Community Band	337.37	7,299.48	9,951.00	(2,651.52)	73.35%
Economic Development	4,433.30	96,501.79	124,633.00	(28,131.21)	77.43%
Transfers	-	638,000.00	638,000.00	-	100.00%
<b>Total General Fund Expenses</b>	<b>277,949.85</b>	<b>4,255,506.32</b>	<b>5,516,002.00</b>	<b>(1,260,495.68)</b>	<b>77.15%</b>
<b>GENERAL FUND NET REVENUES (EXPENSES)</b>	<b>1,130,587.74</b>	<b>46,531.47</b>	<b>(1,124,203.00)</b>		
<b>SANITATION</b>					
Sanitation Revenues	50,083.72	546,350.95	576,440.00	(30,089.05)	94.78%
Sanitation Expenses	36,763.62	458,843.55	515,885.00	(57,041.45)	88.94%
<b>SANITATION NET REVENUES (EXPENSES)</b>	<b>13,320.10</b>	<b>87,507.40</b>	<b>60,555.00</b>		
<b>FIRE EQUIPMENT DONATION</b>					
Fire Equipment Donation Revenues	1,886.85	101,419.38	91,150.00	10,269.38	111.27%
Flag Pole Memorial Expenses	-	1,951.00	2,100.00	(149.00)	92.90%
<b>FIRE EQUIPMENT DONATION NET REVENUES (EXPENSES)</b>	<b>1,886.85</b>	<b>99,468.38</b>	<b>89,050.00</b>		
<b>AQUATICS</b>					
Aquatics Revenue	132.03	189,480.62	186,966.00	2,514.62	101.34%
Aquatics Expenses	1,013.40	182,585.06	217,466.00	(34,880.94)	83.96%
<b>AQUATICS NET REVENUES (EXPENSES)</b>	<b>(881.37)</b>	<b>6,895.56</b>	<b>(30,500.00)</b>		

	NOVEMBER	YTD 2022	BUDGET 2022	Over (Under) Budget	
				VARIANCE	% OF BUDGET
<b>LIBRARY/CIVIC CENTER</b>					
Library/Civic Center Revenues	3,122.30	622,553.15	606,879.00	15,674.15	102.58%
Library/Civic Center	39,269.42	548,714.60	621,879.00	(73,164.40)	88.23%
<b>LIBRARY/CIVIC CENTER NET REVENUES (EXPENSES)</b>	<b>(36,147.12)</b>	<b>73,838.55</b>	<b>(15,000.00)</b>		
<b>CONSOLIDATED POLICE SERVICES</b>					
Consolidated Police Services Revenue	98.35	3,901,520.69	3,959,733.00	(58,212.31)	98.53%
Police Services Consolidated	286,126.46	3,438,017.21	4,001,803.00	(563,785.79)	85.91%
<b>CONSOLIDATED POLICE SERVICES NET REVENUES (EXPENSES)</b>	<b>(286,028.11)</b>	<b>463,503.48</b>	<b>(42,070.00)</b>		
<b>VAN LIESHOUT RECREATION CENTER</b>					
Van Lieshout Rec Center Revenues	1,358.11	26,041.50	14,500.00	11,541.50	179.60%
Van Lieshout Rec Center Expenses	1,537.82	32,526.72	33,321.00	(794.28)	97.62%
<b>VAN LIESHOUT NET REVENUES (EXPENSES)</b>	<b>(179.71)</b>	<b>(6,485.22)</b>	<b>(18,821.00)</b>		
<b>PROMOTIONAL FUND</b>					
Promotional Fund Revenues	11,045.45	45,239.17	52,400.00	(7,160.83)	86.33%
Promotional Fund Expenses	712.11	21,086.37	40,996.00	(19,909.63)	51.44%
<b>PROMOTIONAL NET REVENUES (EXPENSES)</b>	<b>10,333.34</b>	<b>24,152.80</b>	<b>11,404.00</b>		
<b>AMERICAN RESCUE FUND</b>					
American Rescue Fund Revenues	2,064.55	18,108.25	636,280.00	(632,194.25)	2.85%
American Rescue Fund Expenses	-	9,612.50	634,780.00	(625,167.50)	1.51%
<b>AMERICAN RESCUE PROMOTIONAL NET REVENUES (EXPENSES)</b>	<b>2,064.55</b>	<b>8,495.75</b>	<b>1,500.00</b>		
<b>TRANSPORTATION SPECIAL REVENUE FUND</b>					
Transportation Special Revenue Fund Revenues	33.01	125.35	-	125.35	#DIV/0!
Transportation Special Revenue Fund Expenses	-	1,580.00	16,010.00	(14,430.00)	9.87%
<b>TRANSPORTATION SR FUND NET REVENUES (EXPENSES)</b>	<b>33.01</b>	<b>(1,454.65)</b>	<b>(16,010.00)</b>		
<b>SMALL BUSINESS MICRO LOAN FUND</b>					
Small Business Micro Loan Fund Revenues	419.19	1,394.81	600.00	794.81	232.47%
Small Business Micro Loan Fund Expenses	-	-	500.00	(500.00)	0.00%
<b>SMALL MICRO LOAN FUND NET REVENUES (EXPENSES)</b>	<b>419.19</b>	<b>1,394.81</b>	<b>100.00</b>		
<b>FAÇADE RENOVATION GRANT FUND</b>					
Façade Renovation Grant Fund Revenues	462.10	101,665.17	100,250.00	1,415.17	101.41%
Façade Renovation Grant Fund Expenses	-	1,498.50	500.00	998.50	299.70%
<b>COMMUNITY DEVELOPMENT GRANT NET REVENUES (EXPENSES)</b>	<b>462.10</b>	<b>100,166.67</b>	<b>99,750.00</b>		
<b>NELSON CROSSING MAINTENANCE</b>					
Nelson Crossing Maintenance Revenues	6.60	3,477.36	3,453.00	24.36	100.71%
Nelson Crossing Maintenance Expenses	-	452.20	3,432.00	(2,979.80)	13.18%
<b>NELSON CROSSING MAINTENANCE NET REVENUES (EXPENSES)</b>	<b>6.60</b>	<b>3,025.16</b>	<b>21.00</b>		
<b>SPECIAL ASSESSMENTS</b>					
Special Assessment Revenue	152,775.57	162,409.40	187,200.00	(24,790.60)	86.76%
Special Assessment Expense	162.74	641,849.31	642,300.00	(450.69)	99.93%
<b>SPECIAL ASSESSMENTS NET REVENUES (EXPENSES)</b>	<b>152,612.83</b>	<b>(479,439.91)</b>	<b>(455,100.00)</b>		

	NOVEMBER	YTD 2022	BUDGET 2022	Over (Under) Budget	% OF BUDGET
				VARIANCE	
<b>EQUIPMENT REVOLVING FUND</b>					
Equipment Revolving Revenue	4,103.04	197,010.39	185,200.00	11,810.39	106.38%
Equipment Revolving Expenses	-	73,895.40	385,000.00	(311,104.60)	19.19%
<b>EQUIPMENT NET REVENUES (EXPENSES)</b>	<b>4,103.04</b>	<b>123,114.99</b>	<b>(199,800.00)</b>		
<b>FACILITY AND TECHNOLOGY FUND</b>					
Facility and Technology Fund Revenues	155.13	75,681.84	75,200.00	481.84	100.64%
Facility and Technology Fund Expenditures	5,478.90	72,678.36	90,000.00	(17,321.64)	80.75%
<b>FACILITY AND TECHNOLOGY NET REVENUES (EXPENSES)</b>	<b>(5,323.77)</b>	<b>3,003.48</b>	<b>(14,800.00)</b>		
<b>TAX INCREMENT DISTRICT 4</b>					
Tax Increment District 4 Revenues	422.49	1,326,713.12	1,918,650.00	(591,936.88)	69.15%
Tax Increment District 4 Expenses	274,083.04	2,035,323.55	2,608,832.00	(573,508.45)	78.02%
<b>TAX INCREMENTAL DISTRICT 4 NET REVENUES (EXPENSES)</b>	<b>(273,660.55)</b>	<b>(708,610.43)</b>	<b>(690,182.00)</b>		
<b>TAX INCREMENT DISTRICT 5</b>					
Tax Increment District 5 Revenues	297.06	427,797.53	476,897.00	(49,099.47)	89.70%
Tax Increment District 5 Expenses	2,030.48	309,232.38	314,910.00	(5,677.62)	98.20%
<b>TAX INCREMENTAL DISTRICT 5 NET REVENUES OVER EXPENSES</b>	<b>(1,733.42)</b>	<b>118,565.15</b>	<b>161,987.00</b>		
<b>TAX INCREMENT DISTRICT 6</b>					
Tax Increment District 6 Revenues	53,318.98	1,220,355.43	1,138,153.00	82,202.43	107.22%
Tax Increment District 6 Expenses	18,372.72	1,080,892.93	1,465,337.00	(384,444.07)	73.76%
<b>TAX INCREMENTAL DISTRICT 6 NET REVENUES (EXPENSES)</b>	<b>34,946.26</b>	<b>139,462.50</b>	<b>(327,184.00)</b>		
<b>TAX INCREMENT DISTRICT 7</b>					
Tax Increment District 7 Revenues	1,112.34	667,032.18	737,000.00	(69,967.82)	90.51%
Tax Increment District 7 Expenses	2,794.78	272,564.37	410,440.00	(137,875.63)	66.41%
<b>TAX INCREMENTAL DISTRICT 7 NET REVENUES (EXPENSES)</b>	<b>(1,682.44)</b>	<b>394,467.81</b>	<b>326,560.00</b>		
<b>TAX INCREMENT DISTRICT 8</b>					
Tax Increment District 8 Revenues	2,379.82	259,095.59	363,787.00	(104,691.41)	71.22%
Tax Increment District 8 Expenses	254,391.27	549,912.59	1,991,218.00	(1,441,305.41)	27.62%
<b>TAX INCREMENTAL DISTRICT 8 NET REVENUES (EXPENSES)</b>	<b>(252,011.45)</b>	<b>(290,817.00)</b>	<b>(1,627,431.00)</b>		
<b>PARK IMPROVEMENT</b>					
Park Improvement Revenue	1,625.54	559,754.67	551,614.00	8,140.67	101.48%
Park Improvement Expenses	20.83	63,160.55	561,033.00	(497,872.45)	11.26%
<b>PARK IMPROVEMENTS NET REVENUES (EXPENSES)</b>	<b>1,604.71</b>	<b>496,594.12</b>	<b>(9,419.00)</b>		
<b>CAPITAL PROJECTS</b>					
<b>Capital Projects Revenue</b>	<b>242.85</b>	<b>232,211.09</b>	<b>235,210.00</b>	<b>(2,998.91)</b>	<b>98.73%</b>
Construction Projects	6,368.08	349,602.63	657,794.00	(308,191.37)	53.15%
Administration Capital Projects	26,307.90	247,153.27	202,835.00	44,318.27	121.85%
<b>TOTAL CONSTRUCTION EXPENSES</b>	<b>32,675.98</b>	<b>596,755.90</b>	<b>860,629.00</b>	<b>(263,873.10)</b>	<b>69.34%</b>
<b>CAPITAL PROJECTS NET REVENUES (EXPENSES)</b>	<b>(32,433.13)</b>	<b>(364,544.81)</b>	<b>(625,419.00)</b>		

				Over (Under) Budget	
	NOVEMBER	YTD 2022	BUDGET 2022	VARIANCE	% OF BUDGET
<b>SEWER</b>					
<b>Sewer Revenues</b>	<b>368,605.17</b>	<b>2,981,459.58</b>	<b>2,934,909.00</b>	<b>46,550.58</b>	<b>101.59%</b>
Sewer Capital	120,953.30	154,240.62	240,753.00	(86,512.38)	64.07%
Sewer Financing	20,418.63	229,734.91	250,784.00	(21,049.09)	91.61%
Sewer Treatment	217,277.04	2,257,180.75	2,381,600.00	(124,419.25)	94.78%
Sewer Collection	9,033.37	233,242.35	257,412.00	(24,169.65)	90.61%
Sewer Customer A/R	12,102.24	140,511.39	144,707.00	(4,195.61)	97.10%
Sewer Admin and General	8,625.36	171,017.94	184,507.00	(13,489.06)	92.69%
<b>TOTAL SEWER EXPENSES</b>	<b>388,409.94</b>	<b>3,185,927.96</b>	<b>3,459,763.00</b>	<b>(273,835.04)</b>	<b>92.09%</b>
<b>SEWER NET REVENUES (EXPENSES)</b>	<b>(19,804.77)</b>	<b>(204,468.38)</b>	<b>(524,854.00)</b>		

#### WATER UTILITY

<b>Water Utility Revenues</b>	<b>232,881.88</b>	<b>2,181,145.73</b>	<b>2,324,576.00</b>	<b>(143,430.27)</b>	<b>93.83%</b>
Water Capital Projects	152,358.10	170,666.77	212,814.00	(42,147.23)	80.20%
Water Financing	58,701.93	692,260.41	753,841.00	(61,580.59)	91.83%
Water Source	857.73	12,057.33	16,500.00	(4,442.67)	73.07%
Pumping	17,542.02	215,981.27	271,987.00	(56,005.73)	79.41%
Water Treatment	46,983.25	351,746.15	475,030.00	(123,283.85)	74.05%
Water Distribution	43,622.15	606,467.57	655,726.00	(49,258.43)	92.49%
Customer A/R	5,128.14	61,389.48	61,307.00	82.48	100.13%
Admin and General	6,536.78	126,179.79	204,858.00	(78,678.21)	61.59%
<b>TOTAL WATER EXPENSES</b>	<b>331,730.10</b>	<b>2,236,748.77</b>	<b>2,652,063.00</b>	<b>(415,314.23)</b>	<b>84.34%</b>
<b>WATER NET REVENUES (EXPENSES)</b>	<b>(98,848.22)</b>	<b>(55,603.04)</b>	<b>(327,487.00)</b>		

#### STORMWATER UTILITY

<b>Stormwater Revenue</b>	<b>154,145.91</b>	<b>1,063,828.19</b>	<b>1,242,220.00</b>	<b>(178,391.81)</b>	<b>85.64%</b>
Stormwater Capital Projects	18,028.18	499,304.83	637,083.00	(137,778.17)	78.37%
Storm Financing	39,398.49	484,950.56	537,964.00	(53,013.44)	90.15%
Storm Pond Maintenance	13,225.36	54,292.95	146,281.00	(91,988.05)	37.12%
Storm Collection	34,321.42	219,996.90	456,498.00	(236,501.10)	48.19%
Storm Customer A/R	5,127.56	60,700.96	56,685.00	4,015.96	107.08%
Storm Admin and General	14,755.63	213,496.75	230,924.00	(17,427.25)	92.45%
<b>TOTAL STORM EXPENSES</b>	<b>124,856.64</b>	<b>1,532,742.95</b>	<b>2,065,435.00</b>	<b>(532,692.05)</b>	<b>74.21%</b>
<b>STORMWATER NET REVENUES (EXPENSES)</b>	<b>29,289.27</b>	<b>(468,914.76)</b>	<b>(823,215.00)</b>		

Final tax settlement occurred in August. Refund issued to Nestle per WI Dept of Revenue Ruling and Form PC 201 Request for chargeback to local taxing entities filed by deadline with the State to recoup from other jurisdictions.

Continue to see interest and investment income impacted as result of market changes due to COVID-19. The unrealized losses that exist now will **not** be recognized if the assets are held until maturity. The Village invests in varying maturities to match cash flow needs. An unrealized loss exists when a longer term asset the Village owns price has declined in the market place due to varying interest rates. Each month end, Generally Accepted Accounting Principles require that we record an unrealized loss (or gain) to recognize market impacts. The year to date unrealized loss totals \$142,355 across all funds compared to \$180,686 month prior.

Property, Auto and Workers Compensation premiums are now paid for the entire year (twelve months of expense included in November financials).

Landfill revenue for Sewer Utility is billed on a quarterly billing. The first through third quarter have been invoiced only to date. Strength invoices for November not issued as need lab results for monthly customers (Agrupur, Nestle, Bel Brands). GLK has not been invoiced for October or November (new labs cover Oct-Dec)

Some construction expense accounts have a credit balance due to accruing retainage and work completed but not billed on public construction contracts for 2021 audit (these transactions get reversed in 2022 creating a negative expense amount so that when actual bill comes in and is paid, the expense that hits 2022 is for work that completed in 2022 only. Final close out of contracts often takes great deal of time as settling on final quantities.

Capital assets are shown as expense in utilities for monitoring until capitalized as part of year end audit preparation.

# Little Chute Fire Department

## LCFD Incident Report

**November 2022**

**Number of responses: 20**

**Last years: 11**

**YTD: 171**

**11/02/2022      22:37 #22LC00153**  
**Natural gas smell @ Kwik Trip 1650 Freedom Road**  
**Investigated with monitors – nothing found**  
**Car 3632, Engine 3621, Aerial 3641, Squad 3671**

**11/04/2022      08:28 #22LC00154**  
**CO detector sounding @ apartments 2242 Golden Gate Drive, Apt 259**  
**Investigated with monitors – nothing found**  
**Car 3632, Engine 3621, Aerial 3641**

**11/05/2022      15:37 #22LC00155**  
**Power pole sparking @ cemetery 500 E Main Street**  
**Provide safe area until Kaukauna Utilities arrived**  
**Car 3632, Engine 3621, Pickup 3631**

**11/05/2022      17:18 #22LC00156**  
**Power lines stretched by storm @ 932 E Evergreen Drive**  
**Provide safe area until Kaukauna Utilities pulled trampoline from wires**  
**Car 3632, Engine 3621, Pickup 3631**

**11/06/2022      04:46 #22LC00157**  
**Two vehicle accident @ Hwy 41 Northbound**  
**General clean-up**  
**Car 3632, Engine 3621, Squad 3671, Engine 3622,**  
**Pickup 3631**

**11/06/2022      23:31 #22LC00158**  
**Passerby reported fire @ landfill office 1419 Holland Road**  
**Investigate – nothing found beyond methane burn-off**  
**Car 3632, Engine 3621, Aerial 3641**

**11/07/2022      03:26 #22LC00159**  
**Alarm sounding @ apartments 3600 Cherryvale Circle Investigated –**  
**water dripped into mechanical room and shorted out smoke detector**  
**Car 3632, Engine 3621, Aerial 3641**

11/08/2022      **09:15 #22LC00160**  
**Trailer backed into pedestrian @ Moasis 300 Moasis Drive**  
**Provide backup, Metro and ambulance able to handle**  
**Car 3632, Engine 3621**

11/09/2022      **16:55 #22LC00161**  
**Car ran into dumpster @ Piggly Wiggly 1901 E Main Street**  
**General clean-up**  
**Car 3632, Engine 3621**

11/11/2022      **15:44 #22LC00162**  
**Three vehicle accident @ Taylor Street and E North Avenue**  
**Assist with victim removal from vehicle, general clean-up**  
**Car 3632, Engine 3621, Squad 3671, Engine 3622**

11/12/2022      **06:46 #22LC00163**  
**Basement flooding due to break in main @ 3900 Don DeGroot Drive**  
**Contacted water department**  
**Car 3632, Engine 3621**

11/15/2022      **23:03 #22LC00164**  
**Heavy smoke reported in house @ 2201 E Wisconsin Avenue**  
**Ventilated, surge protector shorted and filled basement with smoke**  
**Car 3632, Engine 3621, Aerial 3641, Squad 3671**

11/17/2022      **15:50 #22LC00165**  
**Two car accident @ N French Road and W North Avenue**  
**General clean-up**  
**Car 3632, Engine 3621, Aerial 3641**

11/20/2022      **10:43 #22LC00166**  
**Propane smell reported @ apartments 3600 N French Road, Apt 42**  
**Investigate – deemed to be sewer gas**  
**Car 3632, Engine 3621**

11/20/2022      **14:46 #22LC00167**  
**Rollover of car @ Hwy 41 Northbound / 441 Northbound**  
**Assist Appleton FD with extrication**  
**Car 3632, Engine 3621, Squad 3671**

11/20/2022      **21:54 #22LC00168**  
**Vehicle accident with injuries @ near 613 W Main Street**  
**General clean-up**  
**Car 3632, Engine 3621, Squad 3671**

**11/21/2022      03:13 #22LC00169**  
**Water flow alarm @ landfill 1419 Holland Road**  
**Investigate – leaky pipe tripped alarm**  
**Car 3632, Engine 3621, Aerial 3641**

**11/27/2022      19:56 #22LC00170**  
**Duplex fire on siding from smoker @ 1422 Glenview Lane**  
**Extinguish fire, ventilate, overhaul to verify no extension**  
**Car 3632, Engine 3621, Aerial 3641, Squad 3671, Engine 3622, Pickup 3631**

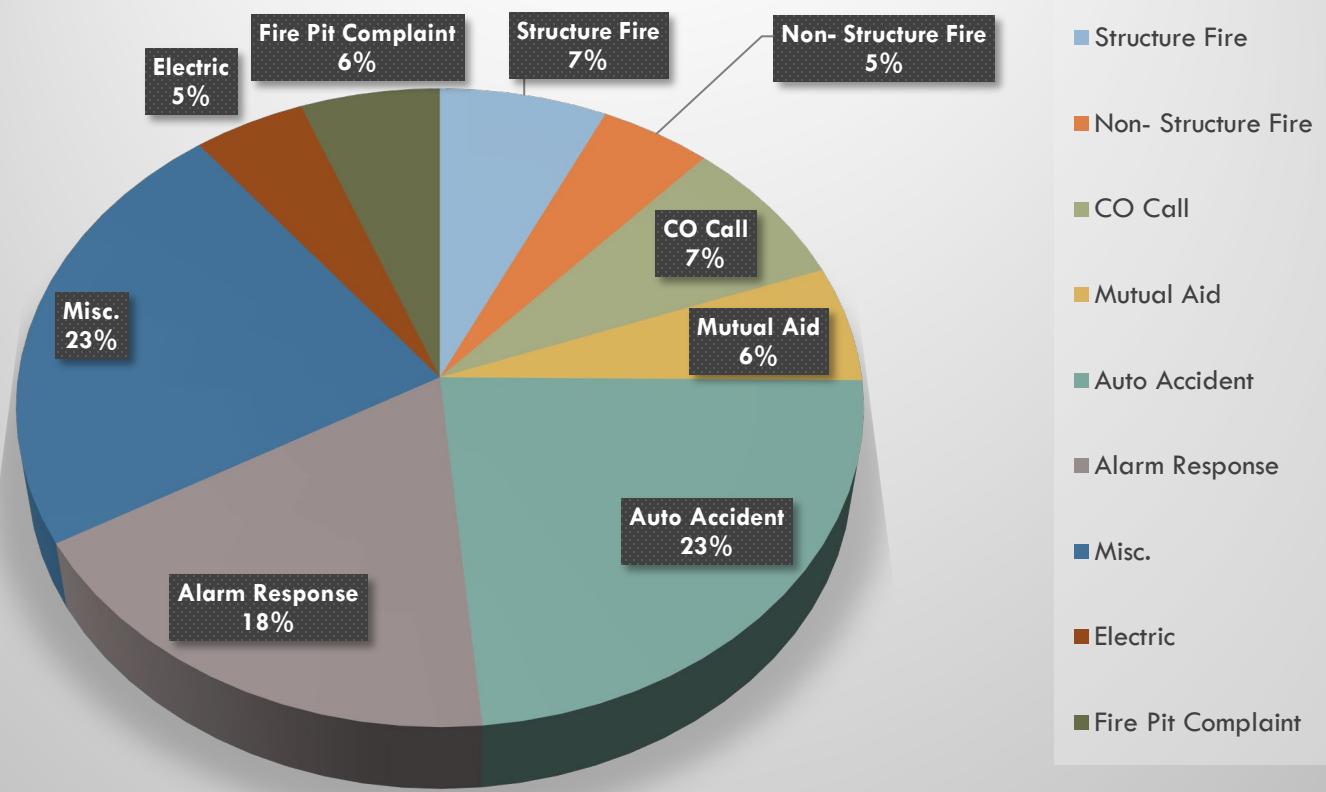
**11/28/2022      07:07 #22LC00171**  
**Flow alarm @ Ascension 200 Patriot Drive**  
**Investigate – compressor on dry system failed causing water to flood the system**  
**Car 3632, Engine 3621, Aerial 3641**

**11/28/2022 23:34 #22LC00172**  
**Accident reported @ Hwy 41 and Holland**  
**Response cancelled enroute, not needed**  
**Car 3632, Engine 3621**

## Little Chute Fire Department - 2022 Calls for Service

	Structure Fire	Non-Structure Fire	CO Call	Mutual Aid	Auto Accident	Alarm Response	Misc.	Electric	Fire Pit Complaint	2022 Total Responses	2021 Total Responses	2020 Total Responses	2019 Total Responses	2018 Total Responses	2017 Total Responses	2016 Total Responses	2015 Total Responses
<b>2022 SUMMARY</b>	<b>12</b>	<b>8</b>	<b>13</b>	<b>10</b>	<b>40</b>	<b>31</b>	<b>39</b>	<b>8</b>	<b>10</b>	<b>171</b>	<b>181</b>	<b>152</b>	<b>202</b>	<b>165</b>	<b>172</b>	<b>155</b>	<b>132</b>
January 2022 Calls	1	2	2	0	2	2	4	0	0	13							
February 2022 Calls	1	1	2	0	2	4	3	0	0	13							
March 2022 Calls	0	1	0	1	4	1	4	0	0	11							
April 2022 Calls	2	2	0	2	2	3	3	0	2	16							
May 2022 Calls	0	0	3	2	5	1	2	2	3	18							
June 2022 Calls	2	1	1	1	4	2	4	2	2	19							
July 2022 Calls	2	0	1	2	2	2	3	0	1	13							
August 2022 Calls	0	1	0	1	7	6	1	0	1	17							
September 2022 Calls	0	0	0	1	0	4	7	0	0	12							
October 2022 Calls	1	0	3	0	4	3	5	2	1	19							
November 2022 Calls	3	0	1	0	8	3	3	2	0	20							
December 2022 Calls																	

## Call by Type - 2022 Calls for Service





# FOX VALLEY METRO POLICE DEPARTMENT

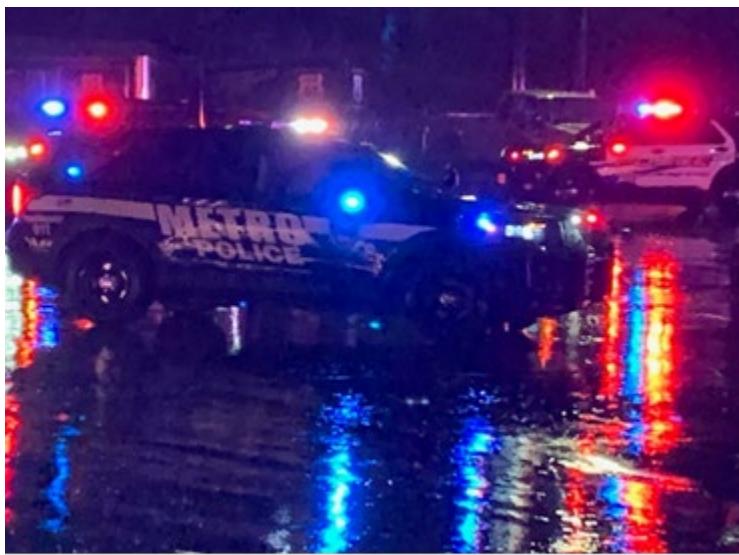
## PERSONNEL

We have a conditional offer of employment made to a person who is graduating from the law enforcement academy on 12/16. If hired, this would fill our current patrol officer vacancy.

## EVENTS

OUR DEPARTMENT HAD STAFF PARTICIPATE IN THE LITTLE CHUTE HOLIDAY PARADE.

THE DEPARTMENT PARTICIPATED IN THE POLICE LIGHTS OF CHRISTMAS HANDOFF EVENT ON 11/29. OUR DEPARTMENT RECEIVED CARE BAGS AND GIFT CARDS FOR PEOPLE IN NEED IN OUR COMMUNITIES. THE EVENT WAS HELD AT THE VANDERVEST HARLEY-DAVIDSON DEALERSHIP IN GREEN BAY. AFTER THE EVENT, SQUAD CARS FROM ALL THE PARTICIPATING DEPARTMENT PARADED THROUGH THE PARKING LOT BEFORE DEPARTING...



## Village of Little Chute Monthly Report – November 2022

UNISON CREDIT UNION HAS ASSISTED WITH THIS PROGRAM AND HAS PROVIDED MATCHING FUNDS AS WELL. BELOW IS A PICTURE OF A CHECK PRESENTATION EVENT THAT I WAS HONORED TO BE A PART OF.



<https://www.facebook.com/LightsOfChristmasOutreach/>



# FOX VALLEY METRO POLICE DEPARTMENT

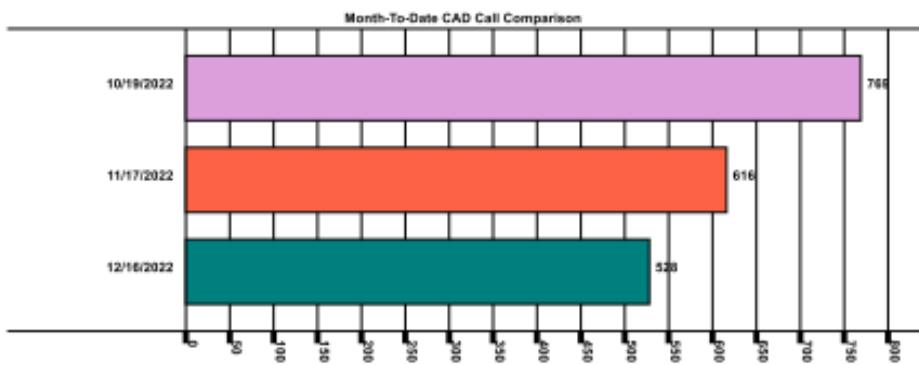
Month-to-Date CAD Call Detail

## Month-To-Date CAD Received Calls

Call Nature	11/18/2022	10/20/2022	1 mo %	09/21/2022	2 mo %
	to 12/16/2022:	to 11/17/2022:	change:	to 10/19/2022:	change:
911 Misdial	54	42	28.6%	40	35.0%
Abandoned Vehicle	1	0	N/A	1	0.0%
Abdominal A-Adam Response	1	1	0.0%	1	0.0%
Abdominal C-Charlie Response	0	1	-100.0%	0	N/A
Accident in a Parking Lot	1	3	-66.7%	6	-83.3%
Accident with Injury	2	2	0.0%	0	N/A
Accident with Scene Safety	0	2	-100.0%	0	N/A
Alcohol Violations	0	1	-100.0%	0	N/A
Allergies C-Charles Response	0	0	N/A	1	-100.0%
Animal Bite	1	1	0.0%	2	-50.0%
Animal Call	7	19	-63.2%	21	-66.7%
Assault D-David Response	1	0	N/A	0	N/A
Assist Citizen or Agency	43	34	26.5%	30	43.3%
Back Problem A-Adam Response	2	0	N/A	0	N/A
Bleeding B-Boy Response	3	0	N/A	0	N/A
Breathing Problem C-Charles	1	1	0.0%	0	N/A
Breathing Problem D-David	1	8	-87.5%	4	-75.0%
Breathing Problem E-Edward	0	0	N/A	1	-100.0%
Burglary	0	1	-100.0%	1	-100.0%
Business Check	0	1	-100.0%	0	N/A
Carbon Monoxide Alarm	1	2	-50.0%	3	-66.7%
Chest Complaint C-Charles	0	0	N/A	2	-100.0%
Chest Complaint D-David	0	2	-100.0%	1	-100.0%
Civil Matter Assist	0	1	-100.0%	1	-100.0%
Civil Process	7	0	N/A	8	-12.5%
Crime Prevention	20	29	-31.0%	37	-45.9%
Damage to Property	6	6	0.0%	9	-33.3%
Diabetic Issue A-Adam	0	1	-100.0%	0	N/A
Diabetic Issue C-Charles	0	0	N/A	1	-100.0%
Disturbance	4	13	-69.2%	15	-73.3%
Domestic Disturbance	5	3	66.7%	2	150.0%

Drug Complaint	7	1	600.0%	3	133.3%
Eye Problem A-Adam	1	0	N/A	0	N/A
Fainting A-Adam	0	0	N/A	1	-100.0%
Fainting C-Charles	0	0	N/A	1	-100.0%
Falls A-Adam Response	4	3	33.3%	0	N/A
Falls B-Boy Response	3	3	0.0%	2	50.0%
Falls D-David Response	1	1	0.0%	3	-66.7%
Fire Alarm Commercial	4	1	300.0%	3	33.3%
Fire Alarm Residential	0	0	N/A	2	-100.0%
Fire Unauthorized Burning	0	1	-100.0%	0	N/A
Fire Vegetation or Grass	0	1	-100.0%	0	N/A
Fireworks Complaint	0	1	-100.0%	0	N/A
Follow Up	16	15	6.7%	20	-20.0%
Fraud Complaint	4	4	0.0%	5	-20.0%
Garbage or Rubbish Fire	0	1	-100.0%	0	N/A
Graffiti Complaint	3	0	N/A	0	N/A
Harassment	5	7	-28.6%	5	0.0%
Hazard in Roadway	4	12	-66.7%	22	-81.8%
Heart Problem C-Charles	1	1	0.0%	0	N/A
Heart Problem D-David	0	0	N/A	3	-100.0%
Jail GPS Checks	11	12	-8.3%	14	-21.4%
Juvenile Complaint	2	4	-50.0%	7	-71.4%
K9 Assist	1	0	N/A	0	N/A
Law Alarms - Burglary Panic	6	4	50.0%	3	100.0%
Law Enforcement Medical	1	0	N/A	0	N/A
Lost or Found Valuables	4	17	-76.5%	6	-33.3%
Medical Assistance No Injury	5	3	66.7%	9	-44.4%
Medical Pre-Alert	5	6	-16.7%	11	-54.5%
Medical Transport C-Charles	0	1	-100.0%	0	N/A
Missing Person	2	1	100.0%	2	0.0%
Motorist Assist	17	22	-22.7%	16	6.2%
Natural Gas or Propane Leak	1	3	-66.7%	4	-75.0%
Noise Complaint	3	2	50.0%	9	-66.7%
Ordinance Violation	5	5	0.0%	13	-61.5%
Overdose D-David	0	1	-100.0%	0	N/A
PNB E-Edward Response	1	1	0.0%	1	0.0%
Parking Enforcement	15	20	-25.0%	15	0.0%
Parking Request	2	1	100.0%	1	100.0%
Reckless Driving Complaint	13	21	-38.1%	25	-48.0%
Restraining Order Tracking	1	0	N/A	1	0.0%
Retail Theft	1	1	0.0%	0	N/A

Runaway Juvenile	0	0	N/A	1	-100.0%
Scam	1	0	N/A	0	N/A
School Safety	17	18	-5.6%	20	-15.0%
Seizure C-Charles Response	0	0	N/A	1	-100.0%
Seizure D-David Response	1	0	N/A	0	N/A
Sex Offense	2	2	0.0%	2	0.0%
Sick A-Adam	2	5	-60.0%	7	-71.4%
Sick B-Boy	0	0	N/A	2	-100.0%
Sick C-Charles	1	4	-75.0%	2	-50.0%
Sick D-David	1	0	N/A	1	0.0%
Stroke C-Charles	1	1	0.0%	1	0.0%
Structure Fire Smoke or Flame	1	2	-50.0%	0	N/A
Suicide B-Boy	0	0	N/A	1	-100.0%
Suspicious Incident	2	8	-75.0%	14	-85.7%
Suspicious Person	4	4	0.0%	7	-42.9%
Suspicious Vehicle	14	11	27.3%	10	40.0%
Testing Only	1	1	0.0%	2	-50.0%
Theft Complaint	5	9	-44.4%	10	-50.0%
Theft of Automobile Complaint	1	3	-66.7%	0	N/A
Traffic Enforcement	3	4	-25.0%	4	-25.0%
Traffic Stop	76	100	-24.0%	179	-57.5%
Transport Accident B-Boy	0	2	-100.0%	1	-100.0%
Transport Accident D-David	1	0	N/A	0	N/A
Traumatic Injuries A-Adam	1	0	N/A	1	0.0%
Traumatic Injuries B-Boy	0	0	N/A	1	-100.0%
Traumatic Injuries D-David	1	0	N/A	0	N/A
Trespassing	0	3	-100.0%	1	-100.0%
Unconscious D-David	2	2	0.0%	2	0.0%
Unknown Odor in Structure	1	0	N/A	0	N/A
Unlocked or Standing Open Door	3	2	50.0%	5	-40.0%
Vacant House Check	2	0	N/A	0	N/A
Vehicle Accident	16	28	-42.9%	13	23.1%
Vehicle Lockout	8	10	-20.0%	10	-20.0%
Violation of Court Order	1	1	0.0%	0	N/A
Wanted Person or Apprehension	0	3	-100.0%	4	-100.0%
Water Problem	0	1	-100.0%	0	N/A
Weapon Violation	0	1	-100.0%	0	N/A
Welfare Check	49	38	28.9%	71	-31.0%
Wire Down	0	2	-100.0%	2	-100.0%





# **Little Chute Public Library**

Gerard H. Van Hoof Memorial

## **VILLAGE BOARD MONTHLY REPORT**

### **Highlights**

- Added dramatic play area to children's department: Post Office theme
- Library closed and staff helped with November 8<sup>th</sup> Elections
- Staff training day for all Library staff
- Planning for Fox Cities Reads
- Evaluation for Fox Cities Book Festival
- Added new virtual informational videos for social media posts
- Library participating in Holiday Parade
- Katherine attended the Wisconsin Library Association Annual Conference
- Library hosted a vaccination clinic with the Department of Health
- Cross library consortium planning for Summer Library Program Workshop
- IRS forms ordered for upcoming tax season
- Expansion of outreach
  - Added three outreach storytimes to St. Johns, Kidzland, and Adventures day care
  - Added family to delivery services
- Katherine participating in OWLS strategic planning committee
- Katherine and Michelle participating in damaged item committee
- Katherine's community outreach: Windmill Board Member, Miller at Windmill; LC Historical Society, Secretary; Winnefox Library System, President; Youth Services Liaison for Library System, Governing Council for Little Chute School District, Fox Cities Book Festival Board Member, Fox Cities Reads Board Member, Girls Rock, Wisconsin Library Association, Secretary

### **Top Priorities**

- Execution of Holiday programing
- Compiling yearly statistics
- Evaluation of Fox Cities Book Festival
- Evaluation of Summer and Fall Programs
- New program guide for Winter

## Upcoming Events

- Book Clubs
- To-go Crafts
- Storytimes
  - Toddler
  - Pre-K
  - Evening Family
- Craft Circle
- Comic Club
- Virtual Program via Facebook and Instagram
- Holiday Crafts



Village of Little Chute Monthly Report – November 2022

	(APR21)	Library Use Statistics									
		MAY	(MAY21)	AUG	(AUG21)	SEP	(SEP21)	OCT	(OCT21)	NOV	(NOV21)
Physical Materials Circulation	3,209	9,758	2,072	10,258	7,744	8,558	7,093	8,018	7,093	8,218	7,172
Physical Renewals	1,213	3,638	1,120	2,719	2,053	2,481	1,859	2,555	1,859	2,539	2,309
Hoopla EBooks	97	148	104	159	160	137	136	123	136	163	144
Hoopla Audiobooks	163	227	194	288	229	281	226	312	226	300	196
Hoopla Binge Pass	NA	2	NA	2	NA	4	NA	1	NA	2	NA
Hoopla Movies	18	12	10	0	14	2	21	15	21	29	15
Hoopla Comics	6	28	7	12	9	15	3	17	3	19	7
Hoopla Music	7	1	7	12	8	10	5	12	5	13	15
Hoopla TV	0	4	0	11	13	20	8	11	8	8	20
Overdrive E Book	601	681	600	680	614	632	679	594	679	614	606
Overdrive Audiobook	430	619	476	547	517	540	607	535	607	482	590
Overdrive Magazines	27	68	26	46	18	58	64	29	64	24	64
ILL Loaned	1,555	1,568	714	2,058	1,937	2,097	1,810	2,086	1,810	1,854	1,094
ILL Borrowed	2,173	4,298	2,014	3,345	1,878	3,265	2,319	3,094	2,319	3,481	2,104
Public Internet Use	0	348	24	533	287	314	396	316	396	200	374
Wireless Logins	780	1,029	662	1,154	798	1,073	647	1,131	647	1,081	810
Door Count	780	5,262	450	6,400	3,000	6,535	3,945	5,167	3,945	5,300	3,459
Card Holders						4,805	4,943				
Library Volunteer Hours			51		59		56		64		60

Date	Time	Local Event Name	Target Audience (Children (0-11); Teen (12-18); Adult, Family)	Format: In-person; Live, virtual; or Pre-recorded	Attendance for in person event	On- or off-site	Number of Viewers while live	Views of live event after end of live feed	Views of pre-recorded events	Self Directed/Passive Program
11/1/2022		FB Post Engagement	Adults	Pre-recorded						192
		Instagram Post Engagement	Teen	Pre-recorded						406
		Tik Tok Engagement	Teen	Pre-recorded						63
		Novel Writing Promo Video	Teen	Pre-recorded						90
		Gratitude Month Promo Video	Family	Pre-recorded						58
		Cookbook Promo Video	Adults	Pre-recorded						65
		National Picture Book Month Promo	Adults	Pre-recorded						70
		Parent Tips	Adults	Pre-recorded						78
		Native Am. Heritage Promo Video	Adults	Pre-recorded						77
11/2/2022	9:30 AM	Mini Cloggers Storytime	Children	In person	25	On property				
11/2/2022	10:30 AM	Little Windmills Storytime	Children	In person	15	On property				
11/9/2022	9:30 AM	Mini Cloggers Storytime	Children	In person	38	On property				
11/9/2022	10:30 AM	Little Windmills Storytime	Children	In person	35	On property				
11/16/2022	9:30 AM	Mini Cloggers Storytime	Children	In person	40	On property				
11/16/2022	10:30 AM	Little Windmills Storytime	Children	In person	25	On property				
11/23/2022	9:30 AM	Mini Cloggers Storytime	Children	In person	35	On property				
11/23/2022	10:30 AM	Little Windmills Storytime	Children	In person	28	On property				
11/30/2022	9:30 AM	Mini Cloggers Storytime	Children	In person	40	On property				
11/30/2022	10:30 AM	Little Windmills Storytime	Children	In person	33	On property				
11/11/2022	7:00 PM	Nerf Wars	Children	In person	106	On property				
11/11/2022	3:30 PM	Outreach Storytime: St. John's	Children	In person	17	off property				
11/16/2022	10:00 AM	Outreach Storytime: Adventures Child	Children	In person	18	off property				
ALL MONTH	PASSIVE PROGRAM: Gratitude Pile	Children	In person		On property					120
11/2/2022	10:30	Craft Circle	Adults	In person	6	On property				
11/9/2022	10:30	Craft Circle	Adults	In person	6	On property				
11/21/2022	6:30	Adult Book Club	Adults	In person	8	On property				
11/4/2022	4:00	Comic Club	Teen	In person	10	On property				
11/16/2022	4:00	Comic Club	Teen	In person	8	On property				
11/11/2022	4:00	Comic Club	Teen	In person	8	On property				
11/1/2022	1:00	Homeschool Art	Children	In person	5	On property				
11/15/2022	1:00	Homeschool Art	Children	In person	8	On property				
11/29/2022	1:00	Homeschool Art	Children	In person	6	On property				

# FORESTRY DEPARTMENT

## HIGHLIGHTS

- Drained the Doyle Pool and began the winterization process.
- Quoted update to exhaust fan for pool mechanical room.
- Installed new diamond material on Doyle Park Field #2.
- All Park bathrooms were closed on Nov 1st. and winterizing completed.
- Irrigation systems are winterized.
- Final mowing and bagging of leaves will continue into December if weather permits.
- Chipper was sent out weekly. Crews paid extra attention to leaf piles with branches to prevent clogging of leaf vac truck.
- Ice Rink materials purchased for Legion Park.
- Chute-ing Stars Dance Team competed in their first competition on 11/5 in Hortonville, taking 1<sup>st</sup> in Poms, 1<sup>st</sup> in Kick, and 1<sup>st</sup> in Jazz.
- Nov/Dec sessions of Adult Yoga (Mon PM) and Senior Yoga (Wed AM) classes started.
- Rep here to go through football helmets and take required ones in for reconditioning.
- Cleaning company started specifically scheduled weekend evening cleanings at Van Lieshout Rec Center when both Sat & Sun are booked.
- Prep work for December youth dance revue.
- Completed Grand Ave. entrance ramp update.
- Worked on Police Department cosmetic updates.

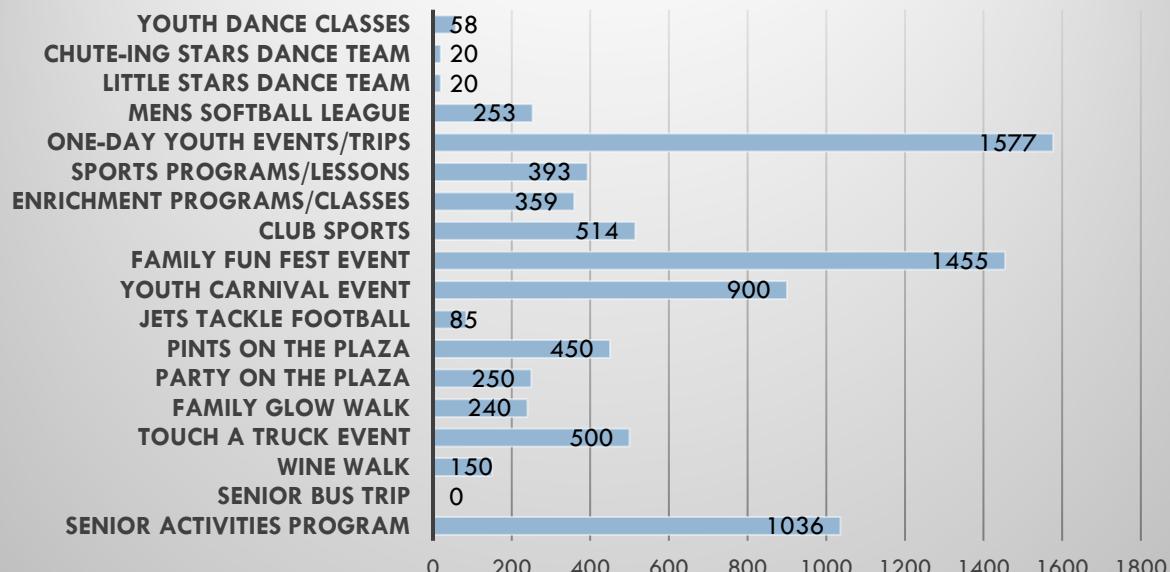


## TOP PRIORITIES FOR DECEMBER

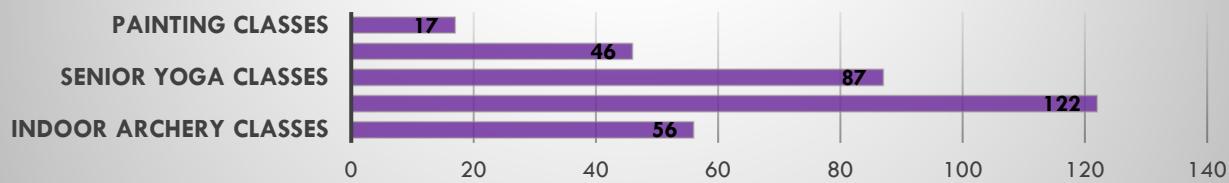
- Continue to maintain park system pedestrian/bike lanes for visibility and safe travel.
- Review and submit changes for Terrance Tree Application Program to Park Planning Committee.
- Work on Terrace Tree Trimming and Ash Tree Removal programs
- Prep trails for winter season.
- Final winterization of irrigation system and parks bathrooms/water fountains.
- Hold successful and safe Deer Culling event at Heesakker 12/12 to 12/18.
- Assist with Holiday Carriage Rides and reindeer event on plaza 12/15.
- Chute-ing Stars Dance Team will be competing in a dance invite on 12/3 and then on 12/10.
- Final prep for Youth Dance Revue on 12/11.
- Final prep for Senior Activities Program Holiday Party 12/14.
- Revise summer part-time application form, put on website, copies for lobby (available 1/3/23).
- Tree City USA Application submitted electronically with all required 2022 documents attached.
- Prep work for start of facility rental bookings on first business day of new year.
- Final prep for Home Alone Sitter Class on 12/29.
- Beginning work on planning for 2023 spring & summer programs.
- Evaluate condition of Air Handler unit for Police Department.
- Replaced all AED and wall mount batteries and pads as required.



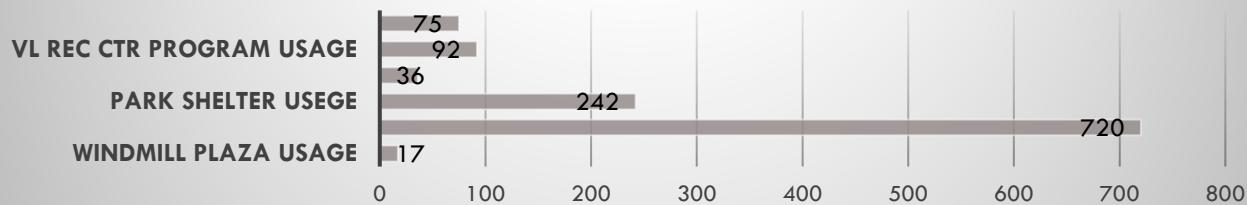
## 2022 Y-T-D PROGRAM PARTICIPATION



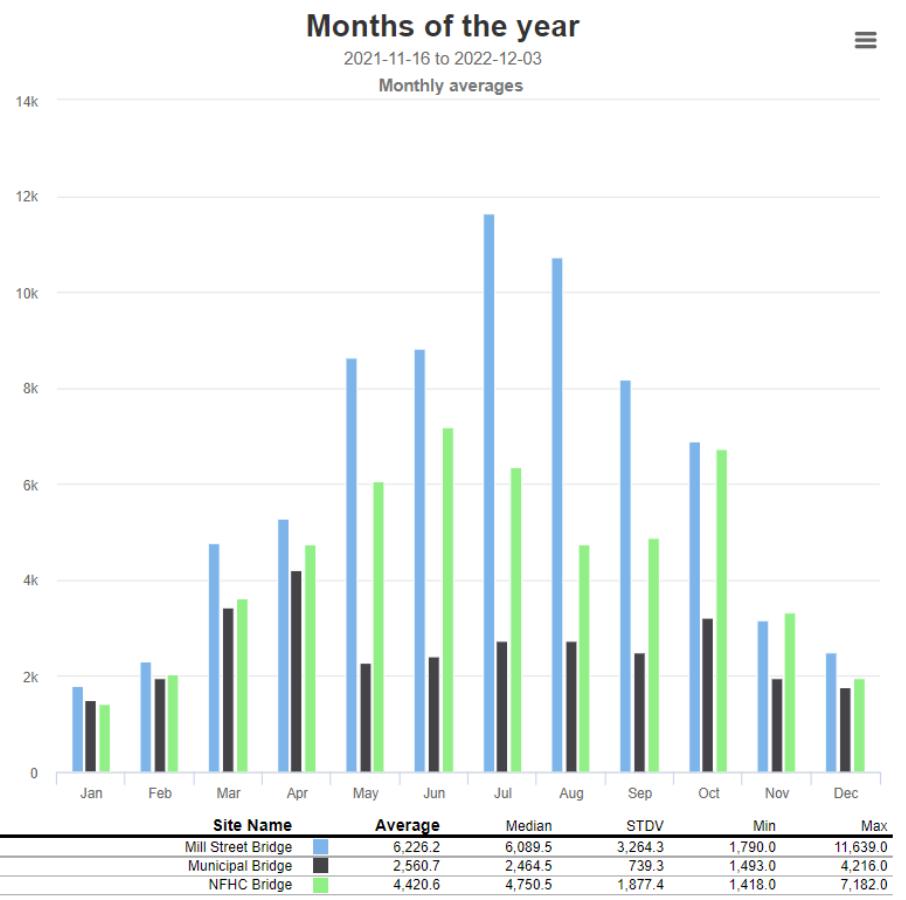
## 2022 Y-T-D VAN LIESHOUT REC CTR PROGRAMS



## 2022 Y-T-D SHELTER/FACILITY/FIELD USAGE



# Trail Counter Information To-Date



Day	Mill Street Bridge	Municipal Bridge	NFHC Bridge
2022-11-01	316	85	301
2022-11-02	272	51	228
2022-11-03	243	69	232
2022-11-04	69	8	44
2022-11-05	43	20	21
2022-11-06	130	76	170
2022-11-07	128	53	125
2022-11-08	130	60	109
2022-11-09	165	42	107
2022-11-10	140	49	181
2022-11-11	48	24	12
2022-11-12	128	71	112
2022-11-13	82	85	123
2022-11-14	86	47	77
2022-11-15	45	22	56
2022-11-16	70	50	74
2022-11-17	41	21	28
2022-11-18	30	20	29
2022-11-19	44	25	26
2022-11-20	47	29	49
2022-11-21	60	41	49
2022-11-22	114	42	86
2022-11-23	127	83	174
2022-11-24	145	129	225
2022-11-25	208	131	261
2022-11-26	262	126	281
2022-11-27	116	82	126
2022-11-28	113	48	109
2022-11-29	49	14	64
2022-11-30	14	8	17
Totals	3465	1611	3496

# Department of Public Works

## Monthly Report – November 2022

### Highlights

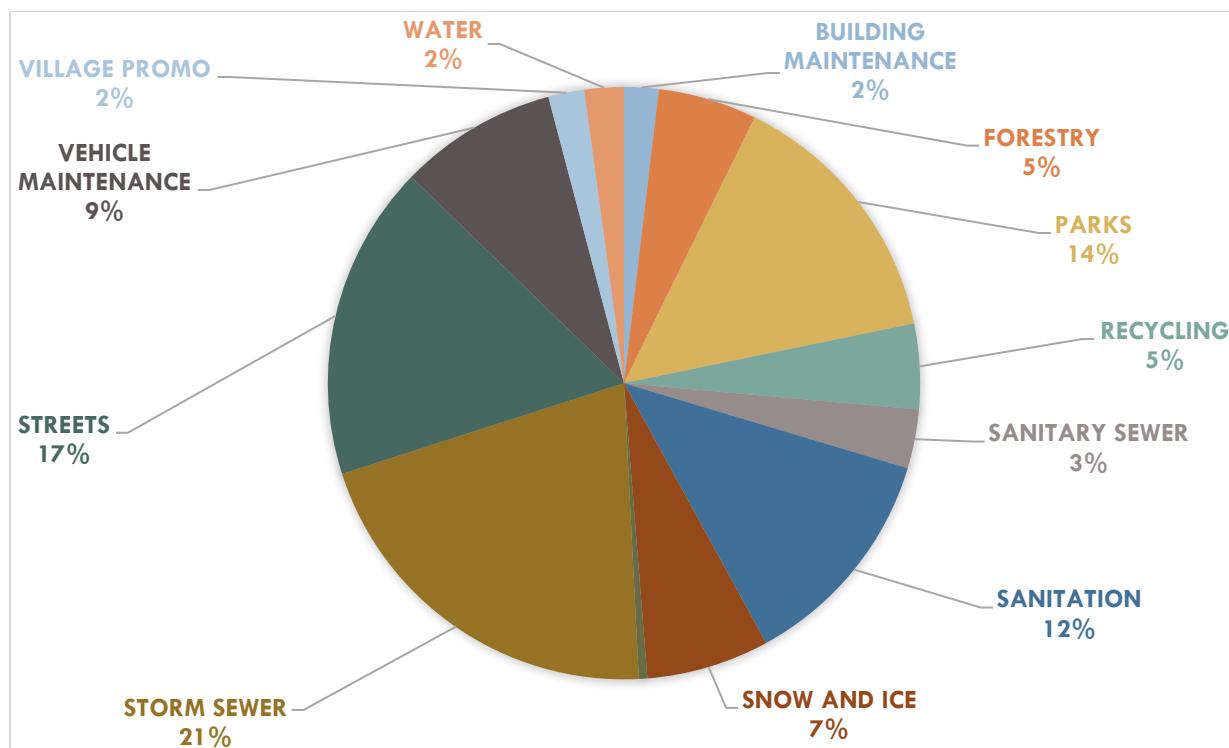
Continued to permit and monitor TDS fiber service drops.

- Employees replaced batteries, maintained, and read laser meters in sanitary sewer system.
- Erosion control and storm water permits were monitored.
- Robert E Lee & Associates continued to work on the Geographical Information System (GIS) data conversion.
- Continued with leaf collection. In November, leaf collection took place once per week throughout the Village.
- Operations held annual snowplow route meeting with the crew. Snowplows and other snow equipment are ready for the upcoming winter season.
- Finished outfall testing for the year and storm pond pumps were winterized.
- Installed new railroad grade crossing signs on Bohm Drive.
- Filled and distributed salt barrels throughout the Village.
- All Public Works and Parks / Forestry employees attended annual safety training.
- Salt brined roads on 11/16, and salt trucks were sent three times – 11/17, 11/18 and 11/19.

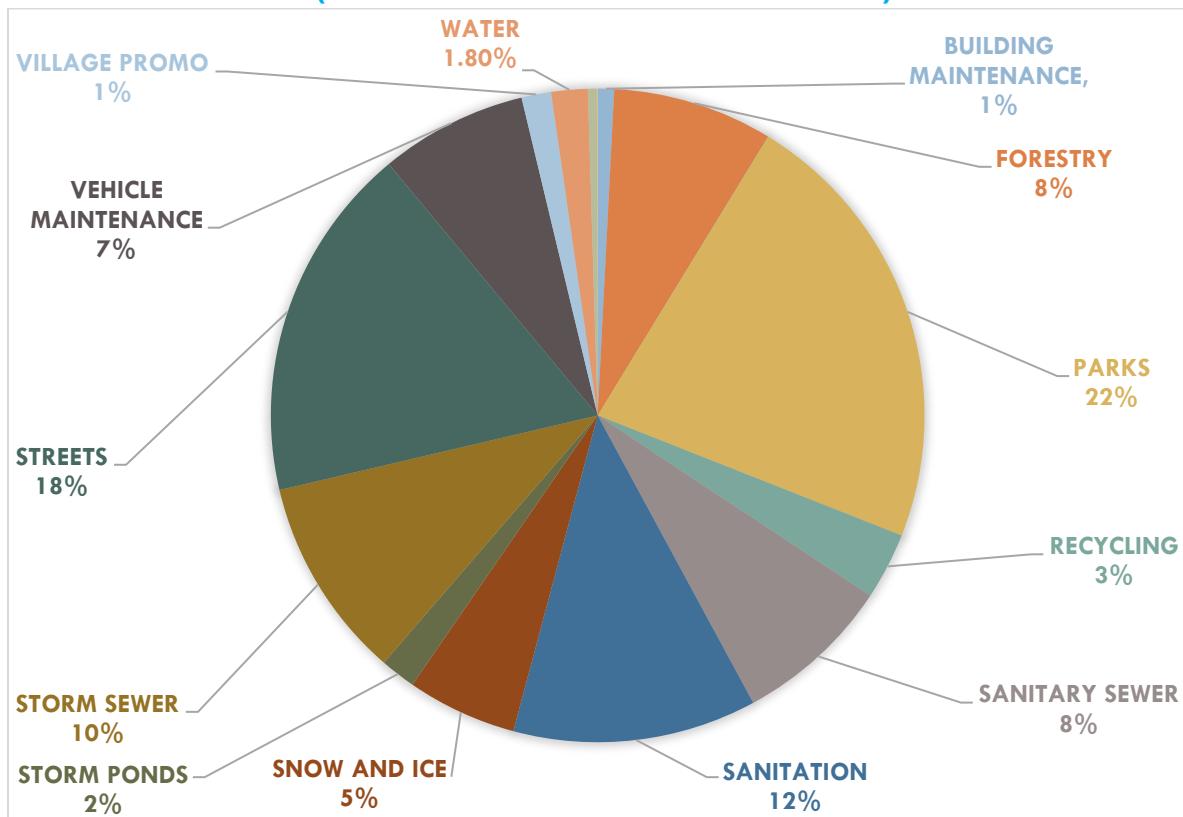
### Top Priorities for December 2022

- Close the yard waste site the first week of December for the season.
- Employees will continue to look for I&I in the sanitary collection system.
- End leaf collection for the season.

## November 2022 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

## Monthly Report – November 2022

In the month of November, the following utilities were installed or removed.

November 2022 - Utility Installation and Abandonments			
SANITARY SEWER	Units	Installed	Abandoned/Removed
10" Sanitary Main CIPP Liner	L.F.	1205.00	

**Buchanan Street Concrete Paving & Utilities Project** – Permitting continues for this project.

**Randolph Drive Concrete Paving & Utilities Project** – Work has begun to prepare final construction estimates and quantities associated with this project.

**Vandenbroek Pond Construction** – The WDNR final report and reimbursement request were completed in September and both documents were submitted to the WDNR in October. We are waiting on a response from the WDNR.

**CTH OO Water Main (Bohm to Joyce)** – Contractor completed final restoration.

**Main Street Turn Lanes** – Contractor completed final restoration and paint striping.

**Cherryvale Concrete Paving (Evergreen to North Village Limits)** – Contractor completed final restoration.

**CTH OO Sanitary Sewer Lining (Lamers to Bohm)** – Contractor completed sanitary lining and final restoration.

## Top Priorities for December 2022

**Vandenbroek Pond Construction** – The Village anticipates the WDNR reimbursement grant in December. The final pay request will be submitted for this project in December.

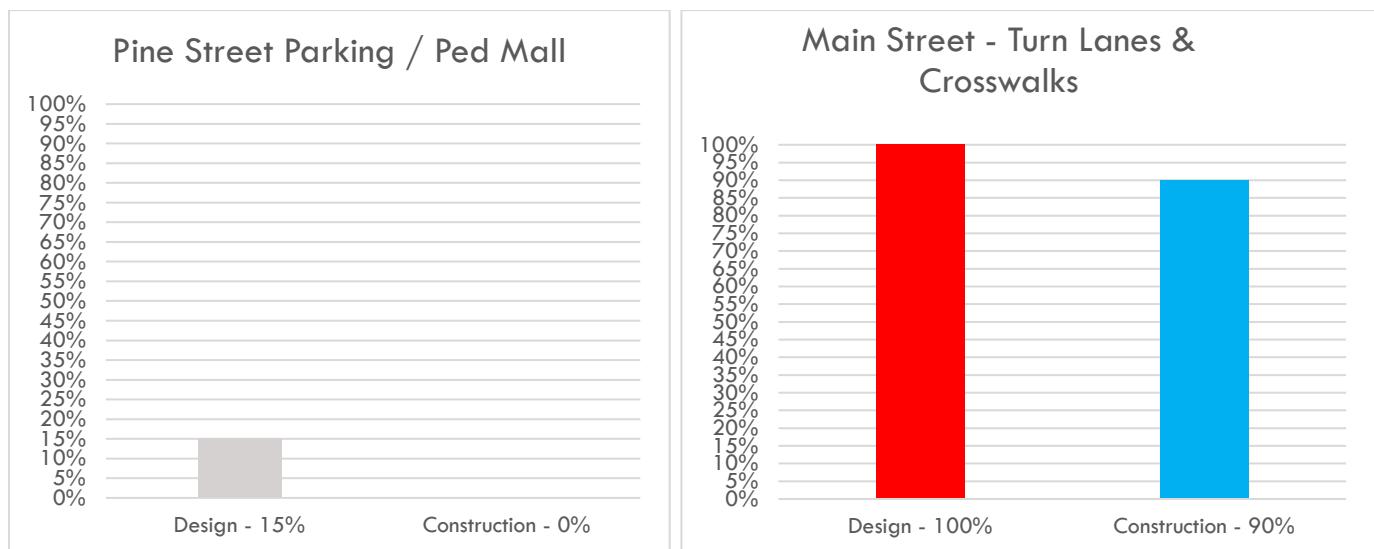
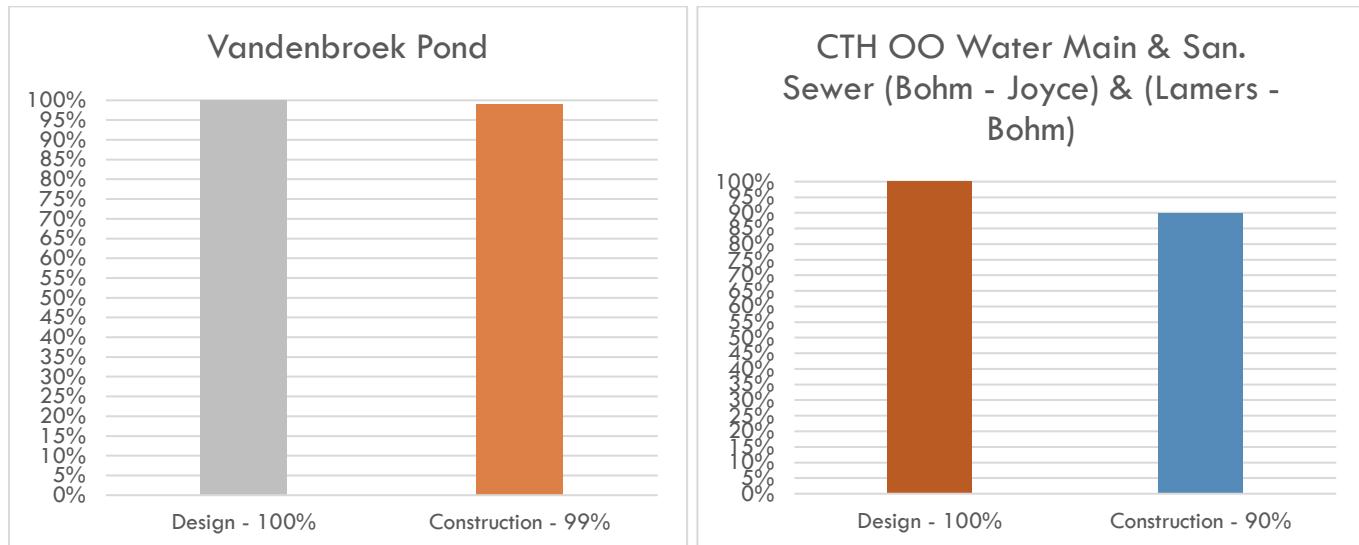
**Buchanan Street Concrete Paving & Utilities Project** – Work has begun to prepare final construction estimates for all work including utilities. The project manual and technical specifications are a priority to complete in January.

**Randolph Drive Concrete Paving & Utilities Project** – Work has begun to prepare final construction estimates for this project. The project manual and technical specifications are a priority to complete in January.

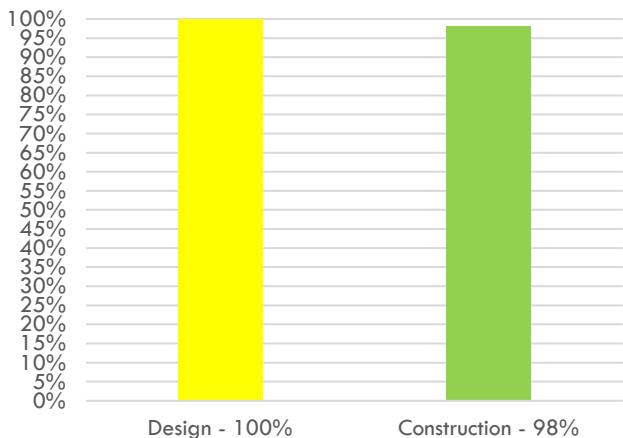
**CTH OO Sanitary Sewer Lining (Lamers to Bohm)** – Work with contactor to finalize quantities.

**CTH OO Water Main (Bohm to Joyce)** – Work with contactor to finalize quantities.

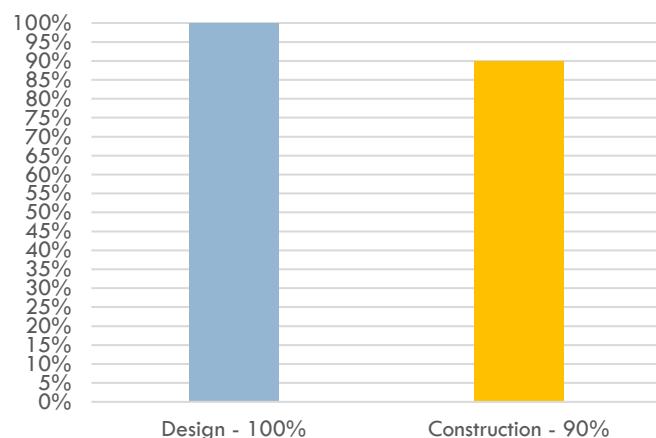
**Pheasant Run Stream Restoration** – The Village is pursuing an alternate design for this project that would utilize a permanent streamlining product to protect the stream bank (on-going).



### Rail Road Quiet Zone



### Cherryvale Avenue Concrete Paving



## MINUTES OF THE REGULAR BOARD MEETING OF DECEMBER 7, 2022

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

### Pledge Allegiance to the Flag

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

### Roll call of Trustees

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

### Roll call of Officers and Department Heads

PRESENT: Beau Bernhoft, Administrator  
Lisa Remiker-DeWall, Finance Director  
John McDonald, Dir. Of Parks, Rec and Forestry  
Laurie Decker, Village Clerk  
Dave Kittel, Community Development Director  
Katherine Freund, LC Library Director  
Lt. Wery, Fox Valley Metro Police  
Kent Taylor, Director of Public Works  
Tyler Claringbole, Village Attorney  
EXCUSED: Chris Murawski, Village Engineer

### Public Appearance for Items Not on the Agenda

#### Consent Agenda

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

1. Minutes of the Regular Board Meeting of November 16, 2022
2. Minutes of the Special Board Meeting of November 30, 2022
3. Disbursement List

*Moved by Trustee L. Van Lankvelt seconded by Trustee B. Van Lankveldt to approve the Consent Agenda as presented.*

Ayes 7, Nays 0 – Motion Carried

### Presentation — Swearing in of New Fire Chief Duane Nechodom

### Public Hearing--Crosswind Estates Subdivision Sidewalk and Street Lighting Improvements

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Elrick to Enter into Public Hearing at 6:05pm*

Ayes 7, Nays 0 – Motion Carried

Administrator Bernhoft presented the slides for the Crosswinds Estate Sidewalk and Street Lighting project. Staff was available for questions from residents and provide plans and assessments for individual property owners.

*Moved by Trustee Elrick, seconded by Trustee L. Van Lankvelt to exit Public Hearing at 6:17pm.*

### **Discussion/Action – Buchanan Street Project**

Administrator Bernhoft provided a follow-up from the previous meeting on the Buchanan Street project. Staff would like the board to take action on the project as it was presented. Trustee Van Deurzen stated he is against losing any space on Buchanan. The road is traveled on a lot and safety is an issue. Trustee Elrick asked the total budget of the project. It is estimated around \$1.75 million. The reason for the changes to the width of the road is to meet current standards. Trustee B. Van Lankveldt asked the current width of the road lanes and will the new design change the width. The change, a decrease, will occur in the parking lane only.

*Moved by Trustee Peerenboom seconded by Trustee B. Van Lankveldt to approve the Buchanan Street Project as presented.*

Ayes 4, Nays 3 (Elrick, Van Deurzen, Hietpas) – Motion Carried

### **Discussion/Action – Ebb Trail Bid Award**

Director McDonald presented an award to bid Ebb Trail Phase II. Mr. Nick Vande Hey of McMahon was available for specific questions on the project. Trustee Elrick raised concerns about change orders coming up with the project. There is a contingency fund in the project should they arise.

*Moved by Trustee Peerenboom seconded by Trustee L. Van Lankvelt to award the Ebb Trail project to Milbach Construction for \$538,000 contingent upon change order in next action item.*

Ayes 7, Nays 0 – Motion Carried

### **Discussion/Action – Ebb Trail Change Order**

Director McDonald presented the change order for Ebb Trail for the amount of \$28,843.85 to correct the omission of material costs for railing. Mr. Vande Hey of McMahon was available for questions on project.

*Moved by Trustee Peerenboom seconded by Trustee B. Van Lankveldt to approve change order #1 to Milbach Construction for \$28,843.85.*

### **Roll Call Vote**

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

Ayes 7, Nays 0 – Motion Carried

### **Department and Officer Reports**

Department Heads and Officers provided progress reports to the Board.

### **Call for Unfinished Business**

None

### **Items for Future Agenda**

None

**Closed Sessions:**

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. *Village Property*

*Moved by Trustee L. Van Lankvelt, seconded by Trustee Elrick to Enter into Closed Session at 6:49 p.m.*

Ayes 7, Nays 0— Motion Carried

**Return to Open Session**

*Moved by Trustee Van Deurzen, seconded by Trustee L. Van Lankvelt to exit closed session at 8:28 p.m.*

Ayes 7, Nays 0— Motion Carried

**Action - Development Agreement Amendment**

*Moved by Trustee B. Van Lankveldt, seconded by Trustee Van Deurzen to Development Agreement Amendments as discussed in Closed Session.*

Ayes 6, Nays 1 (Elrick) – Motion Carried

**Discussion/Action – Landfill Siting Committee Recommendation**

President Vanden Berg explained the Board's reasoning and thoughts behind the decision to approve the Siting Committee Recommendation with a contingency to amend Section 7 of the agreement. Trustee Van Deurzen added comments to the reasoning and affirmed the Committee's hard work as well as public comments on the agreement.

*Moved by Trustee Peerenboom, seconded by Trustee Elrick to Approve Agreement contingent upon Amendment to Section 7 to allow grant payments of \$1,500,000 for first 15 years and additional \$100,000 for each additional year the landfill cell continues to operate.*

Ayes 7, Nays 0— Motion Carried

**Adjournment**

*Moved by Trustee Van Deurzen, seconded by Trustee L Van Lankvelt to Adjourn the Regular Board Meeting at 8:33 p.m.*

Ayes 7, Nays 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

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

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

## **Disbursement List - December 21, 2022**

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Payroll & Payroll Liabilities - December 8, 2022	<b>\$261,295.20</b>
Prepaid Invoices - December 9, 2022	<b>\$295,523.89</b>
Prepaid Invoices - December 16, 2022	<b>\$40,409.89</b>
Utility Commission- December 20, 2022	<b>\$242,481.54</b>

### **CURRENT ITEMS**

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Bills List - December 21, 2022	<b>\$124,894.66</b>
<b>Total Payroll, Prepaid &amp; Invoices</b>	<b>\$964,605.18</b>

The above payments are recommended for approval:

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

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Approved December 21, 2022

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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
<b>2022 UTILITY REFUNDS (5319)</b>							
124343000	Invoi	OVERPAYMENT-UTILITY ACCT #1-243430-00	8.33	Open	Non	11/22	001-15000
388351901	Invoi	OVERPAYMENT-UTILITY ACCT #3-883519-01	7.77	Open	Non	12/22	001-15000
<b>Total 2022 UTILITY REFUNDS (5319):</b>							
			<b>16.10</b>				
<b>AMPLITEL TECHNOLOGIES (4637)</b>							
20605	Invoi	MONTHLY MANAGED SERVICES & BACK-UP-DEC	3,055.00	Open	Non	12/22	404-57190-204
20605	Invoi	ANTIVIRUS,OFFICE 365,EXCHANGE ONLINE,DUO-	1,507.03	Open	Non	12/22	404-57190-208
<b>Total AMPLITEL TECHNOLOGIES (4637):</b>							
			<b>4,562.03</b>				
<b>AT &amp; T (5080)</b>							
287294953059	12/1	Invoi OCT/NOV SERVICE	253.69	Open	Non	12/22	101-52200-203
<b>Total AT &amp; T (5080):</b>							
			<b>253.69</b>				
<b>AT&amp;T LONG DISTANCE (2751)</b>							
12/22 845626857	Invoi	OCT/NOV CHARGES	1.56	Open	Non	12/22	101-51650-203
12/22 845626857	Invoi	OCT/NOV CHARGES	5.08	Open	Non	12/22	206-55110-203
12/22 845626857	Invoi	OCT/NOV CHARGES	1.32	Open	Non	12/22	207-52120-203
12/22 845626857	Invoi	OCT/NOV CHARGES	2.07	Open	Non	12/22	620-53924-203
12/22 845626857	Invoi	OCT/NOV CHARGES	1.80	Open	Non	12/22	620-53924-203
<b>Total AT&amp;T LONG DISTANCE (2751):</b>							
			<b>11.83</b>				
<b>AXLEY BRYNELSON LLP (5230)</b>							
911031	Invoi	LEGAL SERVICES	134.00	Open	Atto	11/22	610-53614-262
<b>Total AXLEY BRYNELSON LLP (5230):</b>							
			<b>134.00</b>				
<b>COMMUNICATIONS ENGINEERING/DON'T USE (4659)</b>							
392311	Invoi	ANNUAL FIRE PROTECTION INSPECTION	343.00	Open	Non	12/22	206-55110-243
<b>Total COMMUNICATIONS ENGINEERING/DON'T USE (4659):</b>							
			<b>343.00</b>				
<b>DISTRICT 2, INC. (4778)</b>							
3553	Invoi	GAUGE ASSEMBLY	197.49	Open	Non	12/22	101-52200-218
3594	Invoi	INSTALLED CIRCUIT BREAKER #31126	241.97	Open	Non	12/22	101-52200-247
<b>Total DISTRICT 2, INC. (4778):</b>							
			<b>439.46</b>				
<b>DUTCH BOYS LITTLE CHUTE LLC (5393)</b>							
111622	Invoi	WEDC COMMUNITY DEVELOPMENT INCENTIVE	250,000.00	Open	Non	11/22	418-57800-266
<b>Total DUTCH BOYS LITTLE CHUTE LLC (5393):</b>							
			<b>250,000.00</b>				
<b>EHLERS INVESTMENT PARTNERS LLC (1425)</b>							
NOVEMBER 2022	Invoi	NOVEMBER INVESTMENT MANAGEMENT	215.48	Open	Non	11/22	610-53614-229
NOVEMBER 2022	Invoi	NOVEMBER INVESTMENT MANAGEMENT	107.74	Open	Non	11/22	620-53924-229
NOVEMBER 2022	Invoi	NOVEMBER INVESTMENT MANAGEMENT	387.84	Open	Non	11/22	630-53444-229
NOVEMBER 2022	Invoi	NOVEMBER INVESTMENT MANAGEMENT	161.60	Open	Non	11/22	300-57331-229
NOVEMBER 2022	Invoi	NOVEMBER INVESTMENT MANAGEMENT	204.70	Open	Non	11/22	101-51780-229
<b>Total EHLERS INVESTMENT PARTNERS LLC (1425):</b>							
			<b>1,077.36</b>				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
<b>ELECTION SYSTEMS &amp; SOFTWARE (4990)</b>							
CD2046678	Invoi	EXPRESSVOTE POWER CORD & SUPPLY	119.54	Open	Non	11/22	101-51440-221
<b>Total ELECTION SYSTEMS &amp; SOFTWARE (4990):</b>							
9,600.00			119.54				
<b>GABES TOP IT OR DROP IT TREE SERVICE LLC (5351)</b>							
22-00687	Invoi	STUMP GRINDING	9,600.00	Open	Non	12/22	101-55200-204
<b>Total GABES TOP IT OR DROP IT TREE SERVICE LLC (5351):</b>							
9,600.00			9,600.00				
<b>LAPPEN SECURITY PRODUCTS INC (735)</b>							
LSPQ47938	Invoi	ADA OPERATOR FOR BACK DOOR	3,576.15	Open	Non	12/22	101-51650-242
LSPQ47940	Invoi	PADLOCK FOR GATE FOR NEW CHAINLINK FENC	49.55	Open	Non	11/22	101-53310-306
LSPQ48100	Invoi	SERVICE CALL TO TROUBLE SHOOT DOORS WIT	143.00	Open	Non	11/22	206-55110-242
<b>Total LAPPEN SECURITY PRODUCTS INC (735):</b>							
3,768.70			3,768.70				
<b>LINDNER ACE HARDWARE LITTLE CHUTE (4702)</b>							
276913-312001	Invoi	BATTERIES	59.94	Open	Non	11/22	101-52200-218
277040-312001	Invoi	POCKET HOSE & NOZZLE	115.94	Open	Non	11/22	101-52200-218
277066-312001	Invoi	CAR WASH	15.98	Open	Non	11/22	101-52200-218
277187-312001	Invoi	CARBON MONOXIDE DETECTORS	143.96	Open	Non	11/22	101-52200-218
277224-312001	Invoi	CAR WASH ITEMS	29.36	Open	Non	11/22	101-52200-218
CM277135	Invoi	RETURNED MERCHANDISE	39.98-	Open	Non	11/22	101-52200-218
<b>Total LINDNER ACE HARDWARE LITTLE CHUTE (4702):</b>							
325.20			325.20				
<b>MCMAHON ASSOCIATES INC (276)</b>							
928965	Invoi	TRAIL BRIDGES-NORTHSIDE	1,591.44	Open	Non	12/22	420-57620-280
<b>Total MCMAHON ASSOCIATES INC (276):</b>							
1,591.44			1,591.44				
<b>MENARDS - APPLETON EAST (319)</b>							
30076	Invoi	VISGRIPS	44.84	Open	Non	12/22	206-55110-242
<b>Total MENARDS - APPLETON EAST (319):</b>							
44.84			44.84				
<b>MIDWEST TAPE (1847)</b>							
503040330	Invoi	DIGITAL BOOKS	1,024.70	Open	Non	12/22	206-55110-208
<b>Total MIDWEST TAPE (1847):</b>							
1,024.70			1,024.70				
<b>RANDERCOM (5389)</b>							
915878	Invoi	INSTALLATION OF 10 PORT	180.00	Open	Non	11/22	206-55110-218
<b>Total RANDERCOM (5389):</b>							
180.00			180.00				
<b>TIME WARNER CABLE (89)</b>							
11/22 83897	Invoi	NOVEMBER/DECEMBER SERVICE	61.70	Open	Non	11/22	101-52200-203
<b>Total TIME WARNER CABLE (89):</b>							
61.70			61.70				
<b>VALLEY LIQUOR (1239)</b>							
53734	Invoi	BEVERAGES AND SUPPLIES	178.94	Open	Non	11/22	101-52200-211
55465	Invoi	BEVERAGES AND SUPPLIES	178.94	Open	Non	11/22	101-52200-211

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
		Total VALLEY LIQUOR (1239):	357.88				
VANS FENCING LLC (5391)		1967 Invoi CHAINLINK FENCE	20,061.12	Open	Non	11/22	101-53310-306
		Total VANS FENCING LLC (5391):	20,061.12				
VON BRIESEN & ROPER S.C. (4686)		410252 Invoi GENERAL LABOR	1,228.50	Open	Atto	11/22	207-52120-262
		Total VON BRIESEN & ROPER S.C. (4686):	1,228.50				
WARRANT PAYMENTS (4565)		M22012489 Invoi WARRANT- LEON	322.80	Open	Non	12/22	207-21495
		Total WARRANT PAYMENTS (4565):	322.80				
Grand Totals:			295,523.89				

## Report GL Period Summary

Vendor number hash: 115167  
 Vendor number hash - split: 136508  
 Total number of invoices: 32  
 Total number of transactions: 41

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	295,523.89	295,523.89
Grand Totals:	295,523.89	295,523.89

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
<b>2022 TAX REFUNDS (5395)</b>							
260142900	Invoi	2022 TAX REFUND	119.10	Open	Non	12/22	803-21215
260329300	Invoi	2022 TAX REFUND	163.23	Open	Non	12/22	803-21215
<b>Total 2022 TAX REFUNDS (5395):</b>			<b>282.33</b>				
<b>2022 UTILITY REFUNDS (5319)</b>							
117099006	Invoi	OVERPAYMENT-UTILITY ACCT #1-170990-06	7.03	Open	Non	12/22	001-15000
170301009	Invoi	OVERPAYMENT-UTILITY ACCT #1-703010-09	9.99	Open	Non	12/22	001-15000
<b>Total 2022 UTILITY REFUNDS (5319):</b>			<b>17.02</b>				
<b>A SMARTSIGN STORE (5394)</b>							
RTS-286892	Invoi	RAILROAD CROSSING SIGNS	463.24	Open	Non	12/22	101-53300-246
<b>Total A SMARTSIGN STORE (5394):</b>			<b>463.24</b>				
<b>ALERT-ALL CORPORATION (34)</b>							
222110100	Invoi	DRAWSTRING BACKPACKS	1,080.00	Open	Non	12/22	202-51960-221
<b>Total ALERT-ALL CORPORATION (34):</b>			<b>1,080.00</b>				
<b>AMERICAN FIDELITY ASSURANCE (4885)</b>							
2162850C	Invoi	FLEX SPENDING NOVEMBER	1,519.90	Open	Non	12/22	101-21368
<b>Total AMERICAN FIDELITY ASSURANCE (4885):</b>			<b>1,519.90</b>				
<b>AMPLITEL TECHNOLOGIES (4637)</b>							
20241	Invoi	6 OUTLET/LCD UPS	74.95	Open	Non	12/22	207-52120-221
20565	Invoi	MONTHLY BACK-UP,MANAGED SERVICES, OFFIC	3,785.00	Open	Non	12/22	207-52120-204
20565	Invoi	MULTI-FACTOR AUTHENTICATION FROM DUO-DE	115.50	Open	Non	12/22	207-52120-204
20565	Invoi	MONTHLY ANTIVIRUS, DROPSUITE-DEC	332.00	Open	Non	12/22	207-52120-240
<b>Total AMPLITEL TECHNOLOGIES (4637):</b>			<b>4,307.45</b>				
<b>ASCENSION MEDICAL GROUP-FOX VALLEY WI (2514)</b>							
407171	Invoi	DRUG SCREEN	134.00	Open	Med	12/22	101-53310-213
407551	Invoi	EAP STANDARD SERVICE	312.50	Open	Med	12/22	101-51780-204
407551	Invoi	EAP STANDARD SERVICE	200.00	Open	Med	12/22	207-52120-204
<b>Total ASCENSION MEDICAL GROUP-FOX VALLEY WI (2514):</b>			<b>646.50</b>				
<b>ASSOCIATED APPRAISAL CONSULTANTS (1939)</b>							
165622	Invoi	PROFESSIONAL SERVICES-DECEMBER	4,682.04	Open	Non	12/22	101-51530-204
<b>Total ASSOCIATED APPRAISAL CONSULTANTS (1939):</b>			<b>4,682.04</b>				
<b>DISTRICT 2, INC. (4778)</b>							
3685	Invoi	REPLACED CASCADE GAUGE	465.41	Open	Non	12/22	101-52200-205
<b>Total DISTRICT 2, INC. (4778):</b>			<b>465.41</b>				
<b>GALLS LLC (3595)</b>							
22381530	Invoi	TASER POUCH	31.19	Open	Non	12/22	207-52120-213
<b>Total GALLS LLC (3595):</b>			<b>31.19</b>				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
<b>GARROW OIL (4236)</b>							
NOVEMBER 2022	Invoi	OFF ROAD DIESEL	61.45	Open	Non	12/22	206-55110-247
NOVEMBER 2022	Invoi	OFF ROAD DIESEL	16.18	Open	Non	12/22	630-53441-247
NOVEMBER 2022	Invoi	OFF ROAD DIESEL	593.33	Open	Non	12/22	630-53442-247
NOVEMBER 2022	Invoi	OFF ROAD DIESEL	956.62	Open	Non	12/22	101-55200-247
NOVEMBER 2022	Invoi	OFF ROAD DIESEL	5.98	Open	Non	12/22	101-55440-247
NOVEMBER 2022	Invoi	OFF ROAD DIESEL	1.49	Open	Non	12/22	610-53612-247
NOVEMBER 2022	Invoi	OFF ROAD DIESEL	.75	Open	Non	12/22	620-53644-247
NOVEMBER 2022	Invoi	OFF ROAD DIESEL	26.39	Open	Non	12/22	101-53460-247
NOVEMBER 2022	Invoi	OFF ROAD DIESEL	160.47	Open	Non	12/22	101-53330-217
Total GARROW OIL (4236):			<b>1,822.66</b>				
<b>KWIK TRIP INC (2365)</b>							
LCFD NOV 2022	Invoi	NOV FUEL FOR LCFD	20.24	Open	Non	12/22	101-52200-218
NOV 2022 286768	Invoi	NOV FUEL FOR SQUADS	3,645.48	Open	Non	12/22	207-52120-247
Total KWIK TRIP INC (2365):			<b>3,665.72</b>				
<b>MARCO INC (3910)</b>							
32871194	Invoi	MONTHLY COPIER LEASE-1493357 NOVEMBER 20	351.29	Open	Non	12/22	207-52120-207
32941791	Invoi	1ST FLOOR COPIER @ VH	110.27	Open	Non	12/22	101-51650-207
32941791	Invoi	2ND FLOOR COPIER @ VH	90.26	Open	Non	12/22	101-51650-207
32941791	Invoi	3RD FLOOR COPIER @ VH	53.76	Open	Non	12/22	101-51650-207
32941791	Invoi	COPIER @ MSB BUILDING	58.62	Open	Non	12/22	101-53310-207
Total MARCO INC (3910):			<b>664.20</b>				
<b>MCMAHON ASSOCIATES INC (276)</b>							
400450	Invoi	BUILDING INSPECTIONS 10/29/22 - 12/03/22	16.60	Open	Non	12/22	101-52050-204
Total MCMAHON ASSOCIATES INC (276):			<b>16.60</b>				
<b>O'REILLY AUTOMOTIVE INC (1036)</b>							
2043-353526	Invoi	PARTS FOR INDUSTRIAL POND PUMP	15.99	Open	Non	12/22	630-53441-253
2043-354475	Invoi	ANTIFREEZE	25.96	Open	Non	12/22	101-55200-218
2043-355285	Invoi	ABSORBENT	119.88	Open	Non	12/22	101-52200-218
2043-355318	Invoi	DEGREASER FOR SHOP	49.99	Open	Non	12/22	101-53330-218
2043-355514	Invoi	PHONE HOLDER FOR TRUCK #1	12.99	Open	Non	12/22	101-53330-225
2043-356641	Invoi	ANTIFREEZE	19.47	Open	Non	12/22	101-55200-218
2043-357393	Invoi	DIESEL EXHAUST FLUID	71.96	Open	Non	12/22	101-52200-218
2043-357970	Invoi	HEADLIGHT BULB	4.50	Open	Non	12/22	207-52120-247
Total O'REILLY AUTOMOTIVE INC (1036):			<b>320.74</b>				
<b>OUTAGAMIE COUNTY TREASURER (486)</b>							
1019733	Invoi	NOVEMBER FUEL BILL	2,514.24	Open	Non	12/22	630-53442-247
1019733	Invoi	NOVEMBER FUEL BILL	2,883.74	Open	Non	12/22	201-53620-247
1019733	Invoi	NOVEMBER FUEL BILL	254.51	Open	Non	12/22	101-55200-247
1019733	Invoi	NOVEMBER FUEL BILL	1,339.55	Open	Non	12/22	101-55440-247
1019733	Invoi	NOVEMBER FUEL BILL	1,926.21	Open	Non	12/22	101-52200-247
1019733	Invoi	NOVEMBER FUEL BILL	120.84	Open	Non	12/22	610-53612-247
1019733	Invoi	NOVEMBER FUEL BILL	505.78	Open	Non	12/22	620-53644-247
1019733	Invoi	NOVEMBER FUEL BILL	1,668.86	Open	Non	12/22	101-53330-217
Total OUTAGAMIE COUNTY TREASURER (486):			<b>11,213.73</b>				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
<b>SAM'S CLUB/SYNCHRONY BANK (1728)</b>							
12/22 00204221469	Invoi	SENIOR PROGRAM ITEMS	74.76	Open	Non	12/22	101-55300-218
<b>Total SAM'S CLUB/SYNCHRONY BANK (1728):</b>							
<b>ST. ELIZABETH HOSPITAL (354)</b>							
11/22 EL.FVMPD	Invoi	SEPTEMBER & NOVEMBER BLOOD DRAWS	196.95	Open	Med	12/22	207-52120-204
<b>Total ST. ELIZABETH HOSPITAL (354):</b>							
<b>THEDACARE (1983)</b>							
NOV 2022 1210055	Invoi	NOVEMBER BLOOD DRAWS	552.50	Open	Med	12/22	207-52120-204
<b>Total THEDACARE (1983):</b>							
<b>TIME WARNER CABLE (89)</b>							
11/22 23749	Invoi	NOVEMBER/DECEMBER SERVICE	219.99	Open	Non	12/22	207-52120-203
12/22 16087	Invoi	DECEMBER/JANUARY SERVICES	164.01	Open	Non	12/22	101-51650-203
12/22 56638	Invoi	DECEMBER/JANUARY SERVICES	12.24	Open	Non	12/22	101-52200-208
12/22 86460	Invoi	DECEMBER/JANUARY SERVICES	214.60	Open	Non	12/22	101-51650-203
<b>Total TIME WARNER CABLE (89):</b>							
<b>U.S. BANK (5015)</b>							
12/22 59455565491	Invoi	OFFICE SUPPLIES	8.99	Open	Non	12/22	101-53310-206
12/22 59455565491	Invoi	CELL PHONE CASE	16.29	Open	Non	12/22	101-55200-212
12/22 59455565491	Invoi	ITEMS FOR LIBRARY PROGRAMS	495.87	Open	Non	12/22	206-55110-205
12/22 59455565491	Invoi	HOLIDAY PARTY ITEMS	990.54	Open	Non	12/22	101-51960-211
12/22 59455565491	Invoi	MONTHLY ZOOM	14.99	Open	Non	12/22	101-51440-208
12/22 59455565491	Invoi	ITEMS FOR LIBRARY PROGRAMS	20.09	Open	Non	12/22	206-55110-205
12/22 59455565491	Invoi	PERIODICALS	80.00	Open	Non	12/22	206-55110-207
12/22 59455565491	Invoi	MOVIES	100.80	Open	Non	12/22	206-55110-210
12/22 59455565491	Invoi	POSTAGE	106.10	Open	Non	12/22	206-55110-226
12/22 59455565491	Invoi	PHONE CASE	36.81	Open	Non	12/22	101-52200-203
12/22 59455565491	Invoi	TEXTBOOKS AND STUDENT WORKBOOKS	218.11	Open	Non	12/22	101-52200-208
12/22 59455565491	Invoi	HALLOWEEN HANDOUTS	170.97	Open	Non	12/22	101-52200-225
12/22 59455565491	Invoi	CUSTOM NAMEPLATES	24.73	Open	Non	12/22	101-52200-212
12/22 59455565491	Invoi	WSFIA REGISTRATION	45.00	Open	Non	12/22	101-52200-208
12/22 59455565491	Invoi	DESK MOUNT/ WIRELESS MOUSE	83.35	Open	Non	12/22	101-55300-206
12/22 59455565491	Invoi	CSTARS JEM DANCE REGISTRATION FEES	620.00	Open	Non	12/22	101-55300-218
12/22 59455565491	Invoi	SENIOR ITEMS	56.84	Open	Non	12/22	101-55300-218
12/22 59455565491	Invoi	PORTABLES 10/25 - 11/21	607.50	Open	Non	12/22	101-55200-204
12/22 59455565491	Invoi	BASE PLUGS FOR BALL DIAMOND	215.55	Open	Non	12/22	101-55300-225
12/22 59455565491	Invoi	DEPOSIT FOR CSTARS STATE JEM COACH BUS	150.68	Open	Non	12/22	101-55300-218
12/22 59455565491	Invoi	FOAM NOODLES FOR PADDING ICE RINK POLES	125.98	Open	Non	12/22	101-55300-221
12/22 59455565491	Invoi	DOWNTOWN PLANTERS & PLAZA TREE LIGHTS	484.73	Open	Non	12/22	101-51960-215
12/22 59455565491	Invoi	WI CHIEF OF POLICE ASSOC REGISTRATION FEE	250.00	Open	Non	12/22	207-52120-201
12/22 59455565491	Invoi	WERY CLOUD STORAGE	.99	Open	Non	12/22	207-52120-218
12/22 59455565491	Invoi	ENVIRO ANNUAL CERTIFICATION	189.95	Open	Non	12/22	101-51415-208
12/22 59455565491	Invoi	DEMOLITION HAMMER	62.72	Open	Non	12/22	207-52120-242
12/22 59455565491	Invoi	HOTEL ACCOMODATIONS-GFOA CONFERENCE	72.44	Open	Non	12/22	101-51420-201
12/22 59455565491	Invoi	OPERATOR CERTIFICATION	260.10	Open	Non	12/22	207-52120-201
12/22 59455565491	Invoi	FUEL	113.87	Open	Non	12/22	101-53330-217
12/22 59455565491	Invoi	WIRED MOUSE	11.98	Open	Non	12/22	101-53310-206
12/22 59455565491	Invoi	BACKUP CAMERA #31	115.98	Open	Non	12/22	101-53330-225
12/22 59455565491	Invoi	PARKING TICKET SUSPENSIONS	12.24	Open	Non	12/22	207-52120-204
12/22 59455565491	Invoi	OFFICE SUPPLIES AND BINDERS	59.98	Open	Non	12/22	207-52120-206

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
12/22 59455565491	Invoi	CROSSING GUARD SIGNS AND LIGHTS	134.22	Open	Non	12/22	101-52350-218
12/22 59455565491	Invoi	BATTERIES FOR AED UNITS	76.70	Open	Non	12/22	207-52120-218
12/22 59455565491	Invoi	GLOVES AND ROAD FLARES	178.96	Open	Non	12/22	207-52120-213
12/22 59455565491	Invoi	COMPUTER CORD	7.80	Open	Non	12/22	207-52120-221
12/22 59455565491	Invoi	DOOR STOPS, SAFETY LIGHTS, HOLIDAY WALK T	168.42	Open	Non	12/22	207-52120-218
12/22 59455565491	Invoi	K9 FOOD	62.00	Open	Non	12/22	207-52120-236
12/22 59455565491	Invoi	TRANSUNION	75.00	Open	Non	12/22	207-52120-204
12/22 59455565491	Invoi	STARTER #46	194.89	Open	Non	12/22	101-53330-225
12/22 59455565491	Invoi	METAL FOR LEAF VAC DOOR #155	37.00	Open	Non	12/22	101-53330-225
12/22 59455565491	Invoi	OFFICE CHAIR AND FOOT REST	172.74	Open	Non	12/22	101-51420-221
12/22 59455565491	Invoi	PAYROLL ENVELOPES	56.82	Open	Non	12/22	101-51420-206
12/22 59455565491	Invoi	CREDIT ON ACCOUNT	66.99-	Open	Non	12/22	101-51420-201
12/22 59455565491	Invoi	CREDIT ON ACCOUNT	20.00-	Open	Non	12/22	101-55300-218
12/22 59455565491	Invoi	CREDIT ON ACCOUNT	18.35-	Open	Non	12/22	206-55110-205
12/22 59455565491	Invoi	CREDIT ON ACCOUNT	9.85-	Open	Non	12/22	101-53330-225
12/22 59455565491	Invoi	DECORATIONS	102.58	Open	Non	12/22	101-51420-206
Total U.S. BANK (5015):			<b>6,976.11</b>				
VAN ZEELAND NURSERY (388)							
101-31580	Invoi	ARBOR DAY TREES	300.00	Open	Non	12/22	101-55440-215
Total VAN ZEELAND NURSERY (388):			<b>300.00</b>				
WARRANT PAYMENTS (4565)							
M22012750	Invoi	WARRANT- SMOCKE	500.00	Open	Non	12/22	207-21495
Total WARRANT PAYMENTS (4565):			<b>500.00</b>				
Grand Totals:			<b>40,409.89</b>				

## Report GL Period Summary

Vendor number hash: 96580  
 Vendor number hash - split: 398108  
 Total number of invoices: 39  
 Total number of transactions: 108

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	40,409.89	40,409.89
Grand Totals:	40,409.89	40,409.89

## Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
AIRGAS USA LLC 9992817505	CYLINDER RENTALS	96.10	12/22	101-53330-218
Total AIRGAS USA LLC:		96.10		
AL HARDWARE COMPANY 277635-333011	KEYCHAINS	11.18	12/22	207-52120-218
277650-333011	EVIDENCE SCALE BATTERIES	11.18	12/22	207-52120-218
277775-325003	HOSE REPAIR FITTINGS	17.58	12/22	620-53644-221
277893-325003	OUTLET & MULTI-TOOL	45.98	12/22	620-53644-221
278023-325003	CABLE TIES	53.97	12/22	620-53644-218
CM276663-325003	RETURNED MERCHANDISE	4.99-	12/22	620-53644-218
Total AL HARDWARE COMPANY:		134.90		
AMPLITEL TECHNOLOGIES 20649	CAT6 DATA RUN	250.52	12/22	101-52200-240
20650	MOBILE WORKSTATIONS	8,699.55	12/22	404-57190-204
20650	ENGINEERING LAPTOPS	2,482.52	12/22	101-51415-221
Total AMPLITEL TECHNOLOGIES:		11,432.59		
ASTRO HYDRAULICS INC 73996	NEW SPINNER MOTORS #41 & #7	1,323.22	12/22	101-53330-225
Total ASTRO HYDRAULICS INC:		1,323.22		
AUTOMATED COMFORT CONTROLS 32455	SEMI-ANNUAL BILLING @ LIBRARY 07/01/22 - 12/3	996.45	12/22	206-55110-243
32456	SEMI-ANNUAL BILLING @ METRO 07/01/22 - 12/31/	425.30	12/22	207-52120-243
32456	SEMI-ANNUAL BILLING @ LCFD 07/01/22 - 12/31/22	400.00	12/22	101-52250-243
32457	SEMI-ANNUAL BILLING @ VH 07/01/22 - 12/31/22	1,575.00	12/22	101-51650-243
32458	SEMI-ANNUAL BILLING @ DPW 11/1/22 - 04/30/23	2,385.48	12/22	101-53310-243
Total AUTOMATED COMFORT CONTROLS:		5,782.23		
AUTOMOTIVE SUPPLY CO 60950641	TOOL FOR SHOP	15.70	12/22	101-53330-218
60950654	OIL FILTERS FOR STOCK	18.38	12/22	101-53330-218
60950830	OIL FILTER #26	21.99	12/22	101-53330-225
60950936	WINDOW WASHER FLUID	15.96	12/22	101-53330-218
60950971	OIL FILTER #202	2.81	12/22	101-53330-225
60950971	OIL FILTERS FOR STOCK	8.43	12/22	101-53330-218
60951849	BATTERY #31	185.19	12/22	101-53330-225
60951912	BATTERY	287.92	12/22	206-55110-245
Total AUTOMOTIVE SUPPLY CO:		556.38		
BATTERIES PLUS LLC P57543841	SANITARY SEWER METER BATTERIES	79.44	12/22	610-53612-251
Total BATTERIES PLUS LLC:		79.44		

Invoice	Description	Total Cost	Period	GL Account
BSN SPORTS LLC				
919510818	HOME PLATES & BASE POSTS	226.01	12/22	101-55300-221
Total BSN SPORTS LLC:		226.01		
CARR, JIM				
120722	REIMBURSE FOR CUPS FOR BAND CONCERT	6.25	12/22	101-55480-218
Total CARR, JIM:		6.25		
CINTAS				
4139231832	TOWELS AND UNIFORMS	11.32	12/22	101-53330-213
4139231832	MATS	28.79	12/22	101-53330-218
4139980171	TOWELS AND UNIFORMS	11.33	12/22	101-53330-213
4139980171	MATS	28.78	12/22	101-53330-218
Total CINTAS:		80.22		
CITY OF APPLETON				
10588	NOVEMBER 2022 TRANSIT	7,412.00	11/22	101-51780-233
10629	DECEMBER WEIGHTS & MEASURES	593.75	12/22	101-52050-204
Total CITY OF APPLETON:		8,005.75		
COMPLETE OFFICE OF WISCONSIN				
58516	OFFICE CALENDARS	243.58	12/22	101-51650-206
58725	OFFICE CALENDARS	8.38	12/22	101-51650-206
61278	MONTHLY PLANNERS	47.80	12/22	101-51650-206
Total COMPLETE OFFICE OF WISCONSIN:		299.76		
CONWAY SHIELD				
0500612	TIE CLIPS	284.14	12/22	101-52200-212
Total CONWAY SHIELD:		284.14		
COTTINGHAM & BUTLER INS SERVICES INC				
287297	MILEAGE EXPENSE	27.50	12/22	101-51400-204
Total COTTINGHAM & BUTLER INS SERVICES INC:		27.50		
D & M FLOORING AMERICA				
CG203743	VCT CUTTER	380.00	12/22	206-55110-221
Total D & M FLOORING AMERICA:		380.00		
DIGGERS HOTLINE INC				
221159201	NOVEMBER LOCATES	230.94	11/22	610-53612-209
221159201	NOVEMBER LOCATES	230.93	11/22	620-53644-209
221159201	NOVEMBER LOCATES	230.93	11/22	630-53442-209
Total DIGGERS HOTLINE INC:		692.80		
DISTRICT 2, INC.				
3716	BATTERY CHARGING RACK	47.42	12/22	101-52200-218
3726	FLOOD/SPOTLIGHT	6,601.00	12/22	101-52200-213

Invoice	Description	Total Cost	Period	GL Account
Total DISTRICT 2, INC.:		6,648.42		
DORNER INC 2021006-FINAL	VANDENBROEK POND CONSTRUCTION	17,322.30	11/22	630-51214-263
Total DORNER INC:		17,322.30		
ELMSTAR ELECTRICAL CORP 1460701	RRFB INSTALLATION	21,085.45	12/22	452-51232-204
Total ELMSTAR ELECTRICAL CORP:		21,085.45		
FARRELL EQUIPMENT & SUPPLY CO INC 1704 50LB BAG FARRELL VERTICAL PATCH CM2565 RETURNED MERCHANDISE		216.93 92.97-	12/22 12/22	207-52120-242 207-52120-242
Total FARRELL EQUIPMENT & SUPPLY CO INC:		123.96		
FP FINANCE PROGRAM 33013023	AGREEMENT 016-1584121 POSTBASE VISION-PO	140.00	12/22	101-51650-226
Total FP FINANCE PROGRAM:		140.00		
GRAINGER 9540438380	LINOUEUM ROLLER	322.65	12/22	206-55110-221
Total GRAINGER:		322.65		
HOELZEL, DAVE 120722	REIMBURSE SANTA FEE 12/7 CONCERT	100.00	12/22	101-55480-218
Total HOELZEL, DAVE:		100.00		
JET'S PIZZA 121222	PIZZAS FOR FIRE DEPT	703.89	12/22	101-52200-211
Total JET'S PIZZA:		703.89		
KERRY'S VROOM SERVICE INC 9943 OIL CHANGE AND INSTALL WATER PUMP - SQUA 9944 EVAP SOLENOID REPLACED - SQUAD 182		1,618.30 142.48	12/22 12/22	207-52120-247 207-52120-247
Total KERRY'S VROOM SERVICE INC:		1,760.78		
KLINK HYDRAULICS LLC 26462 PARTS FOR TRUCK #6 26579 HOSE COUPLERS #25 26585 HYDRAULIC FITTING #29 26633 PART TO HOSE 26665 HYDRAULIC HOSE		155.09 662.66 13.50 66.95 49.92	12/22 12/22 12/22 12/22 12/22	101-53330-225 101-53330-225 101-53330-225 101-53310-218 101-53310-218
Total KLINK HYDRAULICS LLC:		948.12		
KOEBE, DONNA 12/22 REIMBURSE	REIMBURSE FOR DECORATIONS	28.47	12/22	101-55300-225

Invoice	Description	Total Cost	Period	GL Account
Total KOEBE, DONNA:		28.47		
KWIK TRIP				
120122 RESTITUTION PAID FROM CITATION 48808BLHNL		40.00	12/22	101-35101
Total KWIK TRIP:		40.00		
LAZER UTILITY LOCATING LLC				
1158 NOVEMBER LOCATES		484.00	11/22	610-53612-209
1158 NOVEMBER LOCATES		1,144.00	11/22	620-53644-209
1158 NOVEMBER LOCATES		561.00	11/22	630-53442-209
1158 NOVEMBER LOCATES		22.00	11/22	101-53300-209
Total LAZER UTILITY LOCATING LLC:		2,211.00		
LEXISNEXIS RISK DATA MANAGEMENT INC				
1686177-20221130 NOVEMBER 2022 MINIMUM COMMITMENT		106.09	11/22	101-51680-204
Total LEXISNEXIS RISK DATA MANAGEMENT INC:		106.09		
MACQUEEN EQUIPMENT				
P09196 MSA SENSOR		365.39	12/22	101-52200-205
Total MACQUEEN EQUIPMENT:		365.39		
MADISON NATIONAL LIFE				
1531840 JANUARY LTD		903.76	12/22	101-21385
1531840 JANUARY LIFE & ADD		345.32	12/22	101-21391
Total MADISON NATIONAL LIFE:		1,249.08		
MBM				
4079336 CONTRACT OVERAGE CHARGE/COLOR COPIES F		139.92	12/22	206-55110-225
Total MBM:		139.92		
MCC INC				
317188 COLD MIX		401.88	12/22	101-53300-216
317188 COLD MIX		401.87	12/22	620-53644-251
Total MCC INC:		803.75		
MCMAHON ASSOCIATES INC				
929098 2022 ECOLOGICAL SERVICES		387.55	12/22	630-53441-204
Total MCMAHON ASSOCIATES INC:		387.55		
MENARDS - APPLETON EAST				
30345 FLOOR TILE		144.43	12/22	207-52120-242
73334 FLOOR TILE		212.10	12/22	207-52120-242
Total MENARDS - APPLETON EAST:		356.53		
MGD INDUSTRIAL CORP				
210522 PARTS FOR STOCK		53.92	12/22	101-53330-218
210522 MISC PARTS FOR #11, 46, 31, & 39		68.04	12/22	101-53330-225

Invoice	Description	Total Cost	Period	GL Account
Total MGD INDUSTRIAL CORP:		121.96		
N.E.W COATINGS				
113022 FLOOR COATING FOR VILLAGE HALL EXTERIOR		1,986.00	12/22	101-51650-242
Total N.E.W COATINGS:		1,986.00		
NEWS PUBLISHING CO INC				
BE110842 PUBLIC HEARING		40.49	12/22	101-51650-207
BE112233 SPRING ELECTION		31.20	12/22	101-51650-207
BE113667 SPECIAL ASSESSMENT AD		92.51	12/22	101-51650-207
BE114347 SNOW REMOVAL AD		84.00	12/22	101-53350-227
Total NEWS PUBLISHING CO INC:		248.20		
NORTHCENTRAL UTILITY OF WI LLC				
K197209 LIGHTS FOR STOCK		151.50	12/22	101-53300-218
K197229 TAIL LIGHT #18		26.63	12/22	101-53330-225
Total NORTHCENTRAL UTILITY OF WI LLC:		178.13		
OUTAGAMIE COUNTY TREASURER				
27502 NOVEMBER SANITATION FEES		14,190.66	11/22	201-53620-204
27502 SALT REMAINS		522.00	11/22	630-53442-204
NOVEMBER 2022 NOVEMBER COURT FINES		462.72	11/22	101-35101
Total OUTAGAMIE COUNTY TREASURER:		15,175.38		
PERSONNEL EVALUATION INC				
46186 PEP TESTING		33.00	12/22	207-52120-225
Total PERSONNEL EVALUATION INC:		33.00		
PLESHEK OUTDOOR POWER				
81173 VALVE STEMS		49.68	12/22	101-53330-221
81182 ECHO SAW		449.99	12/22	101-53330-221
Total PLESHEK OUTDOOR POWER:		499.67		
PSYCHOLOGIE CLINIQUE S.C.				
121222 PSYCHOLOGICAL EVALUATION-GRENIE		540.00	12/22	207-52120-225
Total PSYCHOLOGIE CLINIQUE S.C.:		540.00		
REINDERS INC				
6023965 PARTS FOR PARKS AERATOR		100.58	12/22	101-55200-205
Total REINDERS INC:		100.58		
REMIKER-DEWALL, LISA				
12/22 REIMBURSE REIMBURSE FOR WGFOA CONFERENCE		161.75	12/22	101-51420-201
Total REMIKER-DEWALL, LISA:		161.75		
SEIDLER, JAYMES				
12/22 REIMBURSE REIMBURSE BIANEW DUES		50.00	12/22	101-52050-208

Invoice	Description	Total Cost	Period	GL Account
12/22 REIMBURSE	REIMBURSE OFFICE SUPPLIES	136.88	12/22	101-52050-218
Total SEIDLER, JAYMES:		186.88		
SHORT ELLIOTT HENDRICKSON INC				
437876	FIRE DEPT SPACE NEEDS ANALYSIS	1,149.82	12/22	101-52200-204
Total SHORT ELLIOTT HENDRICKSON INC:		1,149.82		
SKID & PALLET SERVICE				
17946	PLAYGROUND MULCH	800.00	12/22	101-55200-213
Total SKID & PALLET SERVICE:		800.00		
SPLENDID CLEANING SERVICE LLC				
12848	MONTHLY CLEANING-LCFD	220.00	12/22	101-52250-243
12848	MONTHLY CLEANING-METRO	874.50	12/22	207-52120-243
12849	MONTHLY CLEANING-LIBRARY	1,320.00	12/22	206-55110-243
12850	MONTHLY CLEANING-MSB BUILDING	550.00	12/22	101-53310-243
12851	MONTHLY CLEANING-VILLAGE HALL	1,700.00	12/22	101-51650-243
12869	VAN LIESHOUT REC CENTER CLEANING	75.00	12/22	208-52900-204
Total SPLENDID CLEANING SERVICE LLC:		4,739.50		
STAPLES ADVANTAGE				
3525295100	COPY PAPER	61.12	12/22	101-51650-206
Total STAPLES ADVANTAGE:		61.12		
STATE OF WI COURT FINES &				
NOVEMBER 2022	NOVEMBER COURT FINES	1,620.63	11/22	101-35101
Total STATE OF WI COURT FINES &:		1,620.63		
STONERIDGE LITTLE CHUTE LLC				
1097250937	FOOD	34.99	12/22	101-52200-211
21048101432	FOOD AND BEVERAGES	207.90	12/22	101-52200-211
21070811209	FOOD	31.13	12/22	101-52200-211
22021671259	FOOD	108.77	12/22	101-52200-211
22097322010	FOOD	189.03	12/22	101-52200-211
23017601639	FOOD	163.92	12/22	101-52200-211
23076001620	FOOD AND BEVERAGES	154.29	12/22	101-52200-211
24061171646	FOOD AND BEVERAGES	37.56	12/22	101-52200-211
24079921610	FOOD	169.74	12/22	101-52200-211
Total STONERIDGE LITTLE CHUTE LLC:		1,097.33		
TAPCO				
I742470	TRAFFIC SIGNAL REPAIR	710.00	12/22	101-53300-204
I743167	SIGN POST	689.05	12/22	101-53300-218
Total TAPCO:		1,399.05		
TEAM SPORTING GOODS				
AAG025571	FLAG FOOTBALL BELTS	226.60	12/22	101-55300-221

Invoice	Description	Total Cost	Period	GL Account
	Total TEAM SPORTING GOODS:	226.60		
TOWN COUNSEL LAW & LITIGATION LLC 1513 LANDFILL SITING COMMITTEE		1,600.00	12/22	101-56710-262
Total TOWN COUNSEL LAW & LITIGATION LLC:		1,600.00		
TRIUMPH TIRES 464157 4 NEW TIRES FOR TRUCK #201		500.00	12/22	101-53330-225
Total TRIUMPH TIRES:		500.00		
UNITED RAYNOR 24588 REPAIR YARD WASTE GATE		90.00	12/22	101-53310-204
Total UNITED RAYNOR:		90.00		
US AUTOFORCE 7534532 1 TIRE TRUCK #42 7534532 1 TIRE FOR WATER CART		255.55 157.26	12/22 12/22	101-53330-225 101-53330-221
Total US AUTOFORCE:		412.81		
VANG, MICHELLE 121022 SECURITY DEPOSIT REFUND		100.00	12/22	208-21235
Total VANG, MICHELLE:		100.00		
VANG, MICKEE 121122 SECURITY DEPOSIT REFUND		50.00	12/22	208-21235
Total VANG, MICKEE:		50.00		
VILLAGE OF LITTLE CHUTE 260-127611-22 1401 E ELM DR 260-127910-22 MSB-NIXON ST 260-425100-22 PROPERTY FOR FUTURE DEVELOPMENT 260-425101-22 PROPERTY FOR FUTURE DEVELOPMENT 260-425200-22 WATER TOWER 260-425900-22 PROPERTY FOR FUTURE DEVELOPMENT		171.14 25.92 2.66 2.30 3.68 4.60	12/22 12/22 12/22 12/22 12/22 12/22	101-53310-249 101-53310-249 415-57500-204 415-57500-204 620-53924-249 415-57500-204
Total VILLAGE OF LITTLE CHUTE:		210.30		
VORPAHL FIRE AND SAFETY 215353246 DEFIBRILLATOR PADS 215353246 DEFIBRILLATOR PADS		55.00 110.00	12/22 12/22	101-51650-244 206-55110-244
Total VORPAHL FIRE AND SAFETY:		165.00		
WE ENERGIES 4091132585 11/22 108 W MAIN ST 4091132585 11/22 721 W ELM DR 4091132585 11/22 PLANT #2 (1118 JEFFERSON ST) 4091132585 11/22 LC WELL #4 PUMPHOUSE 4091132585 11/22 CIVIC CENTER 4091132585 11/22 920 WASHINGTON ST		814.30 209.68 169.41 369.41 973.30 54.36	11/22 11/22 11/22 11/22 11/22 11/22	101-51650-249 208-52900-249 620-53624-249 620-53624-249 206-55110-249 620-53624-249

Invoice	Description	Total Cost	Period	GL Account
4091132585 11/22	1401 E ELM DR	2,144.41	11/22	101-53310-249
4091132585 11/22	CROSSWINDS LED STREET LIGHTS	124.79	11/22	101-53300-249
4091132585 11/22	DOYLE POOL	32.30	11/22	204-55420-249
4091132585 11/22	PUMP STATION @ EVERGREEN & FRENCH	167.33	11/22	620-53624-249
4091132585 11/22	200 E MCKINLEY ST-FIRE DEPT	161.23	11/22	101-52250-249
4091132585 11/22	200 E MCKINLEY ST-FVMPD	241.85	11/22	207-52120-249
4091132585 11/22	STREET LIGHTS	1,039.93	11/22	101-53300-249
4091132585 11/22	PLANT #1 (100 WILSON ST)	256.01	11/22	620-53624-249
Total WE ENERGIES:		6,758.31		
ZARNOTH BRUSH WORKS INC				
191868	BROOM #78	432.00	12/22	101-53330-225
Total ZARNOTH BRUSH WORKS INC:		432.00		
Grand Totals:		124,894.66		

## Report GL Period Summary

Vendor number hash: 375717  
 Vendor number hash - split: 479267  
 Total number of invoices: 116  
 Total number of transactions: 147

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	124,894.66	124,894.66
Grand Totals:	124,894.66	124,894.66

## Report Criteria:

Invoice Detail.Voided = {=} FALSE



## Item For Consideration

For Committee Review On: December 21, 2022  
Agenda Item Topic: Splash Pad Location Selection

Prepared On: November 23, 2022  
Prepared By: John McDonald DPRF

**Report:** With the passing of the 2023 Adopted Budget, a location for a splash pad needs to be selected. A selection in location will allow for Design and Engineer work to appropriately be created in the RFP process. In 2021, the Village invested funds to have an analysis and Opinion of Probable Cost (OPC) for the splash pad. This was completed by Parkitecture. Documentation of scope of service, analysis, drawings, OPC, along with CORP Community Input are provided for reference.

Staff has presented above information to Park Planning Committee for official review. Park Planning Committee approved a recommendation to Village Board for Van Lieshout Park to be the designated site for a splash pad, as presented through the analysis conducted by Parkitecture. DPRF and other staff are also in favor of this location.

**Fiscal Impact:** None to note at this time.

**Recommendation/Committee Action:** Staff is requesting Village Board provide discussion or approval for the site location of the Splash Pad.

Respectfully Submitted,

John McDonald

Parks, Recreation, & Forestry

December 3 2020

Adam Breest, CPRP  
Parks, Recreation, and Forestry Director  
Village of Little Chute  
108 Main Street  
Little Chute, WI 54140



Dear Adam:

Thank you for the opportunity to provide this proposal for site analysis and schematic design for a potential Splashpad in the Village. Your continued confidence in the Parkitecture + Planning team is not taken lightly.

This new amenity is proposed to be located in one of two existing park sites. This study will provide an analysis of the two sites and justification for the selected site, schematic placement of the pad, and an Opinion of Probable Construction Costs. Should this move forward, we would be happy to continue our assistance with development of construction documents and public bidding assistance. The timing of the study will commence in early 2021 and is anticipated to be complete by early summer. We will work with the selected consultant for the CORP to integrate the development of the pad into future capital project budget planning.

We are currently engaged in the development of eight splashpads around the State and have an exceptional resume of past aquatic project work. Over the next few months and into 2021, we will be working with Neenah, Kimberly, and Kaukauna on similar projects, which gives us a unique insight into nearby facility types and amenities offered.

Thank you very much for this opportunity.

Sincerely,

A handwritten signature in blue ink that reads "Blake Theisen".

Blake Theisen, PLA, ASLA  
Principal

Parkitecture + Planning  
901 Deming Way, Suite 102  
Madison, WI 53717

E [blake@parkitecture.org](mailto:blake@parkitecture.org)  
P 608.886.6808

## SCOPE OF SERVICES

### **Schematic Design Assistance**

- ◆ Review two potential sites for conditions suitable for splashpad development, this includes an analysis of topography, pedestrian and traffic circulation systems, and available utilities
- ◆ Attend virtual meeting with Park Planning Committee and/or Public to discuss findings
- ◆ Develop schematic design of the proposed facility. This will be a high level diagram showing potential placement and adjacent site improvements
- ◆ Produce color rendering of proposed facility
- ◆ Develop opinion of probable construction costs

<b>OUTCOMES</b>		
<b>Schematic Design Assistance</b>		
#1	Concept Design Plan Rendering	11x17 pdf
#2	Schematic Plan Rendering	11x17 pdf
#3	Opinion of Probable Construction Costs	8.5x11 pdf

### **Responsibilities of Owner and Others**

The Village shall supply Parkitecture with any available CAD or GIS basemap information for each site. This should include topography and utilities if available.

### **Proposed Fee**

For completion of the scope of services presented above, our proposed fees are a lump sum of \$4,815.

The fees identified above shall be fixed unless substantial changes in the scope of work occur. P+P shall notify Client of substantial changes to the agreed upon scope of work, and obtain approval prior to commencement of additional work. Refer to Terms and Conditions for billing and payment information.

Signature below shall serve as notification to proceed.

Accepted by:

  
Village of Little Chute

Date:

12/3/2020

## **TERMS AND CONDITIONS**

### **Payment Terms**

Progress invoices will be sent monthly or as otherwise discussed for work completed; payment of invoices is due within 30 days after receipt. Parkitecture + Planning (P+P) shall reserve the right to stop work or withhold deliverables until payment is current.

### **Reimbursable Expenses**

Reimbursable expenses will be billed at cost plus five percent (5%) unless otherwise included in the fixed fee. Mileage shall be charged at the current Federal rate unless otherwise included in the fixed fee.

### **Ownership of Documents**

Upon the making of final payment, as required by this Agreement, the Client shall assume ownership of the deliverables as described above. Use of the documents without further involvement of P+P shall be at the sole risk of the Client. The Client shall defend, indemnify and hold harmless P+P, sub-consultants, and the agents, officers, Principals, and employees of each from and against any and all claims, damages, losses, costs and expenses, including but not limited to attorney's fees, costs and expenses incurred in connection with any dispute resolution process, arising out of or resulting from such use of the documents.

### **Limitation of Liability**

In recognition of the relative risks and benefits of the project to both the Client and P+P, the risks have been allocated such that Client agrees, to the fullest extent permitted by law, to limit the liability of P+P. This applies to any and all allegations, claims, losses, costs, damages of any nature, or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of P+P shall not exceed the total fee for services rendered under this contract.

### **Authorization and Notice to Proceed**

Signing of this document signifies an agreement to the fees and serves as authorization to commence work. If the terms in this fee proposal are acceptable, please sign and return one a signed copy to P+P.

### **Schedule**

Work provided under this Agreement shall commence upon receipt of a signed copy of this document. P+P shall work with Client to meet specified deadlines within a reasonable expectation.

### **Client's Responsibilities**

Client shall provide P+P with all relevant information for the project including but not limited to program statement, prior design files, subsurface exploration information, utility plans, current survey documents (AutoCAD format), and any other past planning documents. Client will review incremental progress documents and provide feedback to P+P in a timely manner. Client shall bear responsibility for any costs and or loses arising from discovery of unforeseen conditions or inaccuracies of existing condition documents.

### **Analysis of location selection for Splash Pad in Little Chute WI**

Two potential sites were suggested by Adam prior to his leaving the Village, Legion and Van Lieshout Parks. Adams preference was Van Lieshout due to its central location, size, and availability of amenities. In conversations with you, I felt that you also preferred Van Lieshout Park for the same reasons.

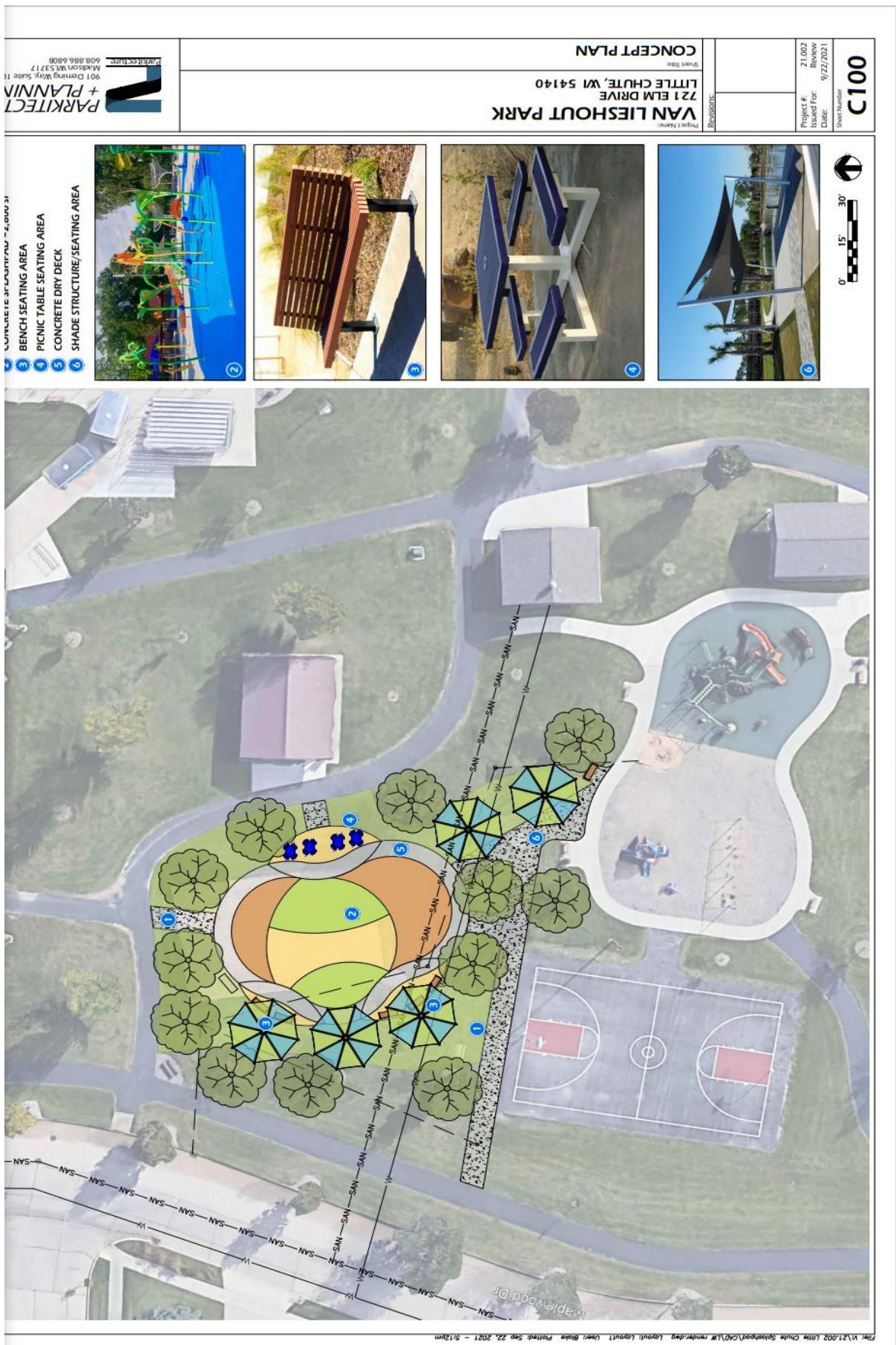
Parkitecture assessed both locations and came to the following conclusions:

- Legion Park is adjacent to a school yard and could have potential use conflicts during shoulder season use. For example, if a parent with a child/children visited the pad during school hours, this could serve as a distraction
- The proposed location was located in a lower elevation area and could have problems with drainage
- Legion Park contains the community skate park. This is not a desirable or suitable park amenity next to a splashpad. The primary users are of very different ages and utilize very vocabularies | and behaviors
- Residents near Legion park currently have the ability to walk or bike to an aquatic amenity (Doyle pool)
- Van Lieshout Park would provide an opportunity for residents on the north side of the community walking/biking access to an aquatic amenity without crossing three hazard boundaries (North Ave, Railroad, Main Street). This is a more equitable scenario than positioning both aquatic facilities on the south side of the community
- There is a cluster of low-income housing adjacent/near Van Lieshout Park. A free amenity such as a splashpad is a benefit to these residents who may not be able to afford pool access
- Van Lieshout Park has a large playground with Poured in place surfacing adjacent to the proposed splashpad location. This in combination with a splashpad will establish a fully inclusive playscape. Splashpads are fully ADA accessible and excellent opportunities for mobility impaired park patrons
- Van Lieshout has restrooms immediately adjacent to the project site. Legion Park restrooms are available, but not located in close proximity.
- Both parks contain dedicated parking lots. Van Lieshout parking capacity is greater than Legion and also has added benefit of significant on street parking availability
- Van Lieshout Park location has necessary utilities adjacent to the proposed project location

After consideration of the above points, it is our recommendation to locate the splashpad at Van Lieshout Park. I hope that this helps clarify the recommendation. I apologize for not holding these discussions with the Park Board and would be happy to attend a virtual meeting with you or the group to review and hold further discussion.

Thanks much!

**Blake Theisen, PLA**  
Principal  
Parkitecture + Planning  
901 Deming Way, Suite 102  
Madison, WI 53717





Project: Little Chute Splashpad  
Date: September 22, 2021

OPINION OF PROBABLE CONSTRUCTION COSTS

GENERAL		Item	Qty.	Unit	Unit cost	Item Total	Comments
		MOBILIZATION	1	LS	\$23,000.00	\$23,000.00	
		EROSION CONTROL	1	LS	\$3,500.00	\$3,500.00	
		DEMOLITION	1	LS	\$5,500.00	\$5,500.00	
		EARTHWORK	1	LS	\$20,000.00	\$20,000.00	
					<b>SUBTOTAL</b>	<b>\$52,000.00</b>	
PAVEMENT							
		DENSE GRADED BASECOURSE	753	TN	\$20.00	\$15,066.19	
		5-INCH CONCRETE	188	TN			8"
		6-INCH DRY DECK	59	TN			12"
		6-INCH COLORED WET DECK	506	TN			24"
		ASPHALT PAVEMENT	47	TN			8"
		CONCRETE PAVEMENT 5-INCH	3206	SF	\$8.00	\$25,648.00	PERIMETER DRY DECK, BENCH PADS
		CONCRETE PAVEMENT 6-INCH COLORED	673	SF	\$12.00	\$8,076.00	DRY DECK
		CONCRETE PAVEMENT 6-INCH , COLORED	2875	SF	\$16.00	\$46,000.00	REINFORCED WET DECK
		ASPHALT PAVEMENT	30	TN	\$120.00	\$3,600.00	REPAIR PATCH
					<b>SUBTOTAL</b>	<b>\$98,390.19</b>	
UTILITIES							
		STORM SEWER - 8"	85	LF	\$45.00	\$3,825.00	
		STORM SEWER - 4"	12	LF	\$35.00	\$420.00	
		STORM INLETS	2	EA	\$3,000.00	\$6,000.00	
		ELECTRICAL SERVICE	1	LS	\$8,000.00	\$8,000.00	
		WATER LATERAL 3"	95	LF	\$60.00	\$5,700.00	
		WATER LATERAL CONNECTION	1	LS	\$6,500.00	\$6,500.00	
					<b>SUBTOTAL</b>	<b>\$30,445.00</b>	
SITE AMENITIES							
		SHADE STRUCTURE	5	EA	\$20,000.00	\$100,000.00	FABRIC STRUCTURE
		SIGN	1	EA	\$500.00	\$500.00	
		BENCH	8	EA	\$800.00	\$6,400.00	
		PICNIC TABLES	4	EA	\$800.00	\$3,200.00	
		SPLASHPAD EQUIPMENT	1	LS	\$150,000.00	\$150,000.00	
		SPLASHPAD PLUMBING AND EQ INSTALLATION	1	LS	\$70,000.00	\$70,000.00	
					<b>SUBTOTAL</b>	<b>\$330,100.00</b>	
LANDSCAPING							
		TREES	10	EA	\$400.00	\$4,000.00	
		LAWN RESTORATION	1	LS	\$8,000.00	\$8,000.00	SEED & MULCH
					<b>SUBTOTAL</b>	<b>\$12,000.00</b>	

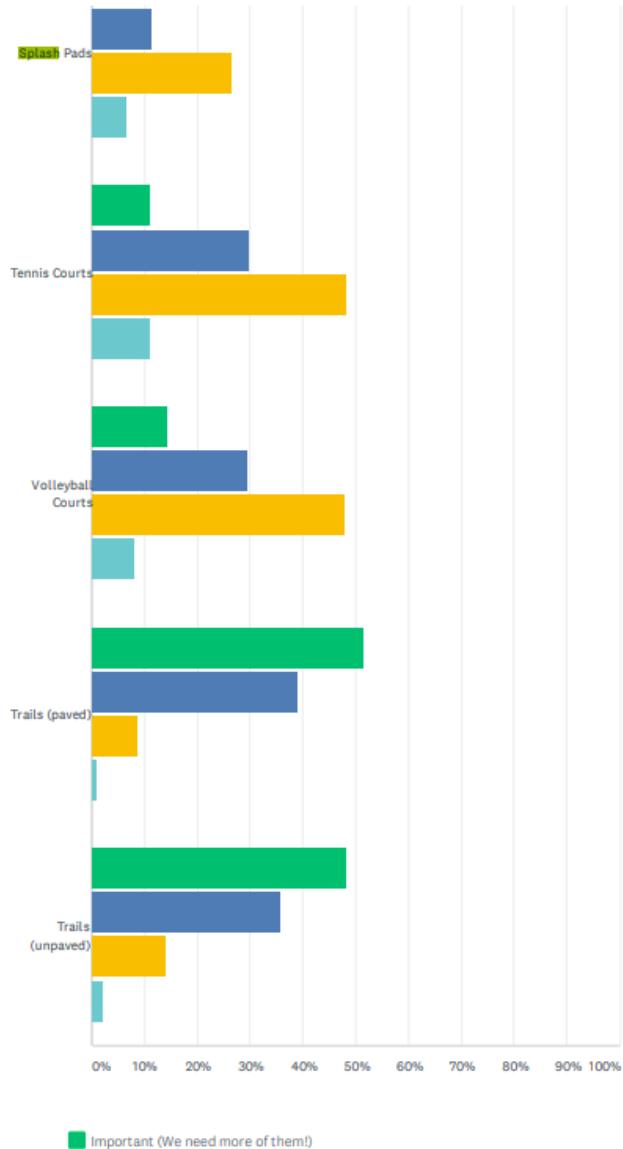
TOTAL \$522,935.19  
10% Contingency \$52,293.52  
8% A/E \$41,834.81  
TOTAL COST \$617,063.52

68

Update pool, add **splash** pad, add more bridges and trails at creekview that hook up with Appleton trail system, more special events, better quality benches in parks. Take a look at what the surrounding communities are all doing, they're all wonderful and LC is so far behind.

4/4/2021 4:21 AM

#### Village of Little Chute Comprehensive Outdoor Recreation Plan Community Survey



34 / 50

#### Village of Little Chute Comprehensive Outdoor Recreation Plan Community Survey

█ Important (But I am satisfied with the number we currently have)  
█ Indifferent/No Opinion █ Not Important

**Village of Little Chute Comprehensive Outdoor Recreation Plan Community Survey**

incorporating a mural or graffiti wall where families can take and post pictures in one of these places would promote more and more visitors as people post and share the fun.		
13	I would like there to be more basketball courts or at least one at haseaker because if you live by there all the other basketball courts are far away	4/14/2021 3:38 PM
14	Update playground equipment you have. Don't add more	4/13/2021 6:22 PM
15	Would be nice if we had a nature park like Kaukauna. Also ice skating rink - not pond. Again, take a look at titletown district	4/13/2021 3:26 PM
16	You can never have enough nature trails. Evict everyone between Heesakers and Doyle, bulldoze all of the houses and let nature reclaim that area. Make some trails, Then in 75 years when I'm old and crippled I can roll my wheel chair up and down the trails	4/10/2021 6:01 PM
17	Pickle ball is so popular and as far as I know little Chute doesn't even have a court. I have to go to other communities to play.	4/8/2021 6:55 PM
18	We could really use a dog park. Especially with Outagamie closing down half their park and eventually looking to fully close that location.	4/8/2021 12:50 PM
19	All of these are important! Look at the last year and how everyone was looking for a safe space to be outside. The bigger the variety, the happier the people will be.	4/8/2021 12:22 PM
20	The bike trails at island park are great! Would be awesome to expand into hesakker park if you are able!	4/5/2021 6:17 PM
21	YES to a <b>SPLASH PAD!</b>	4/4/2021 5:02 PM
22	The prairie by Creakview has not been burned for 8 yrs and needs to be. Once again this year it was skipped. LC should collaborate with Outagamie county landfill to build a sledding/ski hill out of the landfill. We smell it and deal with the influx of traffic and get no benefit from it. This would be a huge for our community.	4/4/2021 6:46 AM
23	mountain bike trails in natural areas is priceless and often clubs will help build them for little to no cost to the village.	4/3/2021 11:47 PM
24	Biking/walking trails to connect neighborhoods more recently developed/developing out near JJ and Buchanan Rd area.	4/3/2021 11:38 PM
25	The Village never flooded the ice rink at Heesakers this winter. Very disappointing. Had to go to Kaukauna	4/3/2021 9:42 PM
26	Love the mt bike trails on the island and ride there multiple times a week. Would be great to have more!!	4/3/2021 6:59 PM
27	There are PLENTY of ball diamonds i love community areas, but also know it takes money and manpower to accomadate such things.	4/3/2021 5:03 PM
28	More mtb trails .... There are volunteers (riven bike works) willing to build and maintain them for free	4/3/2021 11:01 AM
29	The soccer field has long grass and rough terrain compared to other fields the HS students play on.	4/3/2021 10:55 AM
30	A <b>splash</b> pad would be wonderful.	4/2/2021 9:16 PM
31	<b>Splash</b> pad please! This would be such an amazing addition to the community	4/2/2021 8:24 PM
32	Would LOVE to see a <b>splash</b> pad at Van Lieshout, but anywhere in Little Chute would be great!	4/2/2021 7:37 PM
33	Horse trails	4/2/2021 6:23 PM
34	All trails should be paved.	4/1/2021 6:21 PM

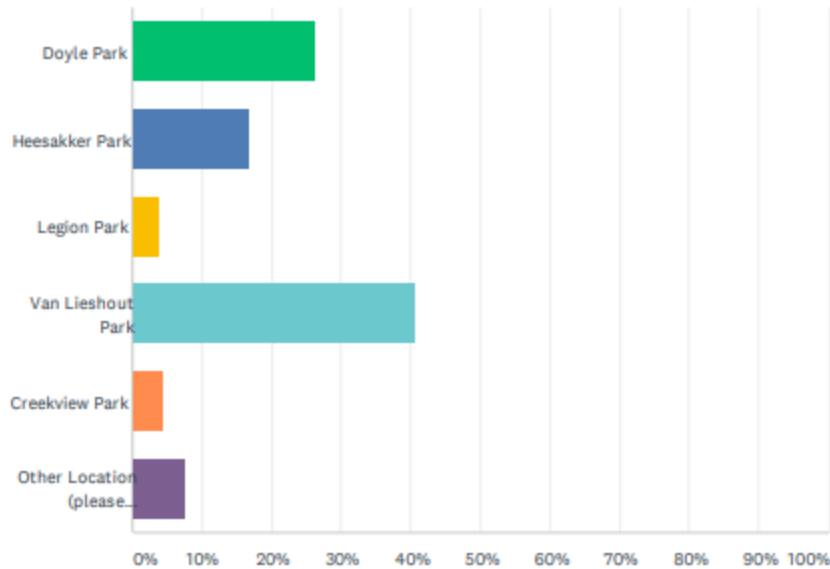
**Village of Little Chute Comprehensive Outdoor Recreation Plan Community Survey**

	IMPORTANT (WE NEED MORE OF THEM!)	IMPORTANT (BUT I AM SATISFIED WITH THE NUMBER WE CURRENTLY HAVE)	INDIFFERENT/NO OPINION	NOT IMPORTANT	TOTAL	WEIGHTED AVERAGE
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Splash Pads	55.73% 214	11.20% 43	26.56% 102	6.51% 25	384	1.60
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Q8 The Village of Little Chute is planning to build a **splash** pad in the next 2-3 years. Which park do you believe a new **splash** pad should be located in?

Answered: 371 Skipped: 109



ANSWER CHOICES	RESPONSES
Doyle Park	26.42%
Heesakker Park	16.98%
Legion Park	3.77%
Van Lieshout Park	40.70%
Creekview Park	4.31%
Other Location (please specify)	7.82%
<b>TOTAL</b>	<b>371</b>

#	OTHER LOCATION (PLEASE SPECIFY)	DATE
1	Don't know	4/27/2021 1:08 PM
2	I don't care	4/26/2021 7:59 PM
3	Not sure	4/26/2021 7:41 PM
4	the village has a pool .... a <b>splash</b> pad is unnecessary and will only cost tax payers more money in maintenance	4/22/2021 1:28 PM
5	Any of the parks would be great!	4/13/2021 4:18 AM
6	Level the fire station (of course after the new one is built) and place it there.	4/11/2021 7:47 PM

Village of Little Chute Comprehensive Outdoor Recreation Plan Community Survey

7	Not creek view. It's just an open useless field that is windy. Not Doyle, spread the water activities around Not Heesakkar, it would take away from the natural beauty that park has. Van lieshout would be best.	4/10/2021 6:01 PM
8	Wherever there is adequate parking	4/9/2021 7:19 AM
9	Should be located with pool, so Doyle if they keep pool location there	4/6/2021 5:13 PM
10	Either Van Lieshout or Heesakker. I don't think Legion Park is a good idea being that it's right next to the school.	4/6/2021 10:54 AM
11	Van Lieshout or Heesakker	4/6/2021 6:06 AM
12	Close to a pavilion and shade already with playground equipment. Or Doyle so older kids can swim. Younger hang at <b>splash</b> pad	4/5/2021 8:28 PM
13	Next to the pool would be best	4/5/2021 6:17 PM
14	Doyle, van lieshout, and legion get big crowds with the baseball diamonds, pool, and soccer field. I think it would be important to spread it out to a different park.	4/4/2021 5:02 PM
15	I have no opinion on this.	4/4/2021 10:21 AM
16	Would like to see it at Creekview but there is no parking	4/4/2021 6:46 AM
17	But keep the pool!	4/3/2021 9:42 PM
18	Otherwise Doyle because its central and kids who dont have wealthy parents can walk there.	4/3/2021 5:03 PM
19	I personally don't see a need to spend the money	4/3/2021 11:01 AM
20	Spacious, already attraction for kids with shelter and restroom facilities	4/2/2021 10:52 PM
21	Non - waste of budget funds	4/2/2021 10:19 PM
22	Van Lieshout or Legion, where there are bigger parking lots available	4/2/2021 9:13 PM
23	A <b>splash</b> pad would be awesome at any of the parks😊😊	4/2/2021 8:37 PM
24	Would have to be at a park with a parking lot	4/2/2021 8:22 PM
25	Wherever there is room	4/2/2021 5:21 PM
26	All of them!!	4/2/2021 4:00 PM
27	How exciting!!!	4/2/2021 3:43 PM
28	If pool stays at Doyle, then Doyle otherwise van lieshout	3/31/2021 6:49 PM
29	Not in Heesakker park...keep it natural LOOKING! Not Doyle too much stuff there already.....crowded already.	3/31/2021 10:48 AM

65	A <b>splash</b> pad would be absolutely amazing and couldn't happen soon enough!!	4/8/2021 12:11 PM
78	<b>Splash</b> pad at Doyle so it can be utilized by parents who have toddlers that can use the <b>splash</b> pad while older siblings enjoy the pool. Remove or somehow block large rock that homeowner placed at edge of property near the bottom of Heesaker sledding hill. We witnessed several children almost hit the decorative rock and never went back due to that hazard.	4/3/2021 11
79	We would love to see some more happen at creekview park!! More equipment, longer trails, basketball courts, etc	4/3/2021 11

Village of Little Chute Comprehensive Outdoor Recreation Plan Community Survey

95	Please add EV chargers similar to Kaukauna to attract people to our parks.	4/2/2021 10:20 PM
96	I really think a community fitness facility would benefit the village.	4/2/2021 10:19 PM
97	Please put a fence around the <b>splash</b> pad, similar to the one in Sherwood!	4/2/2021 10:06 PM
98	Please keep the ice rink. I know the weather didn't cooperate this year. Please don't get rid of it. Thank you for the trail system. I can't wait to walk across the fox!	4/2/2021 9:46 PM
99	I feel creekview park could use improvements. As far as playground equipment, trees, basketball court and trails. As much as this park is used, I would like to see more equipment added for the kids and adults . It would also be nice to have access and connection to other trails for biking and walking.	4/2/2021 9:31 PM
100	I like Van lieschout for the <b>splash</b> pad because of the building rental space and the soccer and baseball fields. Good parking as well. Easy access for kids to walk or bike there without crossing over hwy 41.	4/2/2021 9:21 PM
101	Safe biking routes	4/2/2021 9:14 PM
102	We have very much enjoyed having an outdoor pool. We made good use of it last summer during the pandemic. Thank you for keeping it open.	4/2/2021 9:13 PM
103	Keep up the good work!	4/2/2021 9:10 PM
104	<b>Splash</b> pad yes !!!	4/2/2021 8:31 PM
105	I want to reiterate the importance of spending some time updating Heesacker park. This park needs new adaptive equipment, an age range of play areas, swings, and a parking lot.	4/2/2021 8:30 PM
106	Would love lighted trails at heesakkers	4/2/2021 8:24 PM
107	<b>Splash</b> pad at hessaker would be wonderful! Would maybe seem like the most sense at Doyle with the pool right there but hessaker has so much space and not a lot to do.	4/2/2021 8:18 PM
108	Thank you for putting out this survey. We love LC parks!	4/2/2021 7:40 PM
109	More shade structure within playground would be appreciated	4/2/2021 5:42 PM
110	Great idea with the survey, not currently using things but soon with grandbaby	4/2/2021 5:23 PM
111	Further support with pet waste rules and leash rules is needed for users of the heritage trail and hersaaker area	4/2/2021 4:48 PM
112	Keep up the good work!	4/2/2021 4:18 PM
113	Update shelters/pavilions. Maybe add some??	4/2/2021 4:09 PM
114	It would be great if there was a trail connecting the new Don Degroot Drive and Hammen Court subdivision to Creekview Park, especially with there being no sidewalks on Buchanan road on the north side of Highway 41. I think another long-term project that would be great if the Dollar Tree ever sold again, would be to create a small park in the parking lot with a stage for bands. With Stonearch Brewpub opening, it would be neat to have the other local bars (maybe we could get some upgraded bars/restaurants to take over Up The Hill and Weenies) have an area with picnic tables, etc. for people to have food/drinks at while bands play. This would put a lot of activity in the heart of downtown Little Chute and create a unique scene with the windmill across the street.	4/2/2021 4:04 PM
115	I really appreciate the direction the Village is going with park planning and fulfillment of the plan.	4/2/2021 4:03 PM
116	I enjoy all of the parks and trails we have in LC. I really appreciate that the Heritage Trail is cleared all through the winter as we walk it daily. All of our parks are very well maintained. Thank you for that!	4/2/2021 3:58 PM
117	Update Kinley Tot Lot, build <b>splash</b> pad!	4/2/2021 3:41 PM
118	More trees in the newer parks and along the trails. Benches along the trails and garbage cans.	4/1/2021 6:24 PM



## Item For Consideration

For Village Board Review On: 12/21/2022  
Agenda Item Topic: Updates to Sec 44-391

Prepared On: 12/15/2022  
Prepared By: Dave Kittel CDD

### **Report:**

There has been an increase in request for Little Free Libraries in the Village of Little Chute. These types of exchanges are beneficial to community and provided a service that enriches the lives of our residents. Little Free Libraries can be found throughout the Fox Valley, the nation and been built in the Village of Little Chute as well. These types of exchanges are currently existing but, the Village Ordinance does not specifically address them. In order to ensure these types of exchanges that are beneficial to our community can continue and ensure they are placed in safe locations staff has drafted an update to Sec 44-391 below. This draft did go to the Plan Commission and the Plan Commission recommend a max height of 6ft, max width of 4 ft and must be at least 15ft from a driveway, and with these changes made recommended the Village Board set a hearing on this ordinance and approval.

#### (p) Public Sharing box exchanges

(1) Permit required from the Community Development Department. With such application there shall be submitted a fee pursuant to the village building code and a complete set of plans and specifications, including a plot plan or drawing accurately showing the location of the proposed structure with respect to adjoining alleys, lot lines and buildings

(2) Must securely protect their contents from infestation rainfall and other weather hazards, be safely secured, e.g. to the ground or a wall, and be clearly marked in such a way to clearly indicate that the box is a book, food or other type sharing box and part of an exchange. The box may be located in the front yard area but, shall not obstruct any vision triangle and must be at least 1 foot off the property line and at least 15 feet from a driveway, easily accessible, maximum height of 6 feet and maximum width of 4 feet. No sharing box may be located in the rear or side yard or an unsafe location as determined by the Community Development Director. Boxes shall be maintained so they do not give an appearance of blight or disrepair. Any lighting must be approved by Community Development Department, shall not be a nuisance to neighbors, and all electrical must be in compliance with the Building Code.

(3) By establishing a sharing box exchange, the property owner is automatically establishing an easement for public access to the exchange box. To ensure the safety of the public and those using the box, the fire chief/fire inspector, police chief and public health officer (or their designees) shall have unrestricted access to the boxes (and contents) for the purpose of inspection and compliance with this ordinance and any other applicable codes.



## Item For Consideration

Fiscal Impact: None

Recommendation/Board Action: To schedule hearing for the adoption of this ordinance on January 18<sup>th</sup>

Respectfully Submitted,

Dave Kittel, Community Development Director

## VILLAGE OF LITTLE CHUTE

### ORDINANCE NO. , SERIES OF 2023

#### AN ORDINANCE AMENDING THE ZONING CODE SECTION 44-391 OF THE VILLAGE OF LITTLE CHUTE MUNICIPAL CODE.

**WHEREAS**, the Plan Commission of the Village of Little Chute has recommended the following ordinance amendments; and,

**WHEREAS**, the required public hearing has been held before the Village Board of Trustees, Village of Little Chute; and,

**WHEREAS**, the Village Board of Trustees, Village of Little Chute, finds the following ordinance amendments to be in the public interest;

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

**Section 1.** That the Zoning Ordinance, Section 44-391 of the Municipal Code of the Village of Little Chute are hereby amended by adding the underlined language as set forth below:

#### **Sec. 44-391. Accessory uses or structures.**

- (a) *Building permit required.* No owner shall, within the village, build, construct, use or place any type of an accessory building, including prefabricated accessory buildings, until a building permit shall have first been obtained from the building inspector. Application for an accessory building permit shall be made, in writing, to the building inspector. With such application, there shall be submitted a fee pursuant to the village building code and a complete set of plans and specifications, including a plot plan or drawing accurately showing the location of the proposed accessory building with respect to adjoining alleys, lot lines and buildings. If such application meets all requirements of this section, the application shall be approved.
- (b) *Principal use to be present; exception.*
  - (1) An accessory use or structure in any zoning district shall not be established prior to the principal use or structure being present or under construction. Any accessory use or structure shall conform to the applicable regulations of the district in which it is located, except as specifically otherwise provided.
  - (2) Exception. It is allowed that a single storage shed, not greater than 12 feet in height and 144 square feet in area used solely for storage of lawn care equipment is allowed to be established prior to the establishment of a principal use or structure.
- (c) *Residential districts.*
  - (1) *Placement restrictions.* An accessory use or structure in a one-family or two-family residential district may be established subject to the following regulations:
    - a. *Number limits.* In any residential district, in addition to the principal building and attached garage, a detached garage and one additional accessory building and one children's play structure may be placed on a lot.
    - b. *Size limits.* Garages and other detached accessory buildings shall be less than 16 feet in height. Detached garages shall not exceed 960 square feet in area. Residential Greenhouses shall not exceed

400 square feet in area and shall be 12 feet or less in height. Other accessory buildings shall not exceed 200 square feet in area.

- c. *Attachment restrictions.* All accessory buildings which are attached to the principal building shall comply with the yard requirements of the principal building.
- d. *Detached structure regulations; lot area coverage.* No detached accessory building shall occupy any portion of the required front or side yard. No detached accessory structure shall occupy more than 30 percent of the required rear yard or be located within three feet of any other accessory building, principal building or lot line. The dimensions of any swimming pool, children's play structure, detached garage, tennis court and other detached accessory buildings/structures shall be included in the determination of available lot area coverage for accessory structures. In no event can the accessory uses or structures be forward of the front line of the principal structure.
- e. *Accessory structures.* Notwithstanding fences, residential driveways and parking lots, unless otherwise provided by these regulations, no structure shall be located within three feet of any accessory building, principal building or lot line.
- f. *Attached structures.* Notwithstanding fences, residential driveways and parking lots, all structures located within 12 inches of any principal or accessory building shall be considered to be attached to said building and shall comply with all requirements for the building to which it is attached.

(2) *Use restrictions.* Accessory structures in residential districts shall not involve the conduct of any business, trade or industry as defined herein and shall not be occupied as a dwelling unit. Accessory buildings shall not be used for residential purposes.

- (d) *Nonresidential districts; placement restrictions.* Notwithstanding signs, pavement and fences as allowed within district regulations, accessory structures may be established in the front, rear or side yard and shall not be nearer than five feet to any side or rear lot line or 25 feet to a front lot line in any commercial or industrial district. The design and materials of any accessory structure which may be proposed to be located under this section within a front setback must have prior approval of the plan commission.
- (e) *Reversed corner lots.* When an accessory structure is located on the rear of a reversed corner lot, it shall not be located beyond the front yard required on the adjacent interior lot to the rear, nor nearer than three feet to the side line of the adjacent structure.
- (f) *Landscaping uses.* Accessory vegetation used for landscaping and decorating may be placed in any required yard area. Permitted vegetation includes trees, shrubs and flowers and gardens. Under no circumstances may a tent be used as a dwelling or an accessory structure.
- (g) *Temporary uses.* Temporary accessory uses such as real estate sale field offices or shelters for materials and equipment being used in the construction of the permanent structure may be permitted by the zoning administrator.
- (h) *Garages in embankments in front yards.* Where the mean natural grade of a front yard is more than eight feet above the curb level, a private garage may be erected within the front yard, provided as follows:
  - (1) That such private garage shall be located not less than five feet from the front lot line;
  - (2) That the floor level of such private garage shall be not more than one foot above the curb level; and
  - (3) That at least one-half the height of such private garage shall be below the mean grade of the front yard.
- (i) *Outdoor lighting.* Outdoor lighting installations shall not be permitted closer than three feet to an abutting property line and, where not specifically otherwise regulated, shall not exceed 15 feet in height and shall be adequately shielded or hooded so that no excessive glare or illumination is cast upon the adjoining properties.
- (j) *Lawn accessories.* Walks, drives, paved terraces and purely decorative garden accessories such as pools, fountains, statuary, sun dials, flagpoles, etc., shall be permitted in setback areas but not closer than three feet to an abutting property line other than a street line.

- (k) *Retaining walls.* Retaining walls may be permitted anywhere on the lot, provided, however, that no individual wall shall exceed six feet in height, and a terrace of at least three feet in width shall be provided between lot lines and any series of such walls.
- (l) *Children's play structures.* For purposes of this section, children's play structures, including playhouses, tree houses or elevated play structures and climbing gyms, shall be considered accessory structures and shall comply with the requirements of this section whether such play structures are placed on a foundation or not. Swing sets, slides, sandboxes, and other generally portable play devices are not considered children's play structures for purposes of this section. A building permit is not required for the construction of a play structure. Play structures shall not be used for storage or be constructed out of materials that would constitute a nuisance.
- (m) *Terrace area restrictions.* In addition to the definitions and restrictions contained in sections 40-66 and 40-148, no person shall place any accessory structure or use, including basketball backboard hoops, in the terrace area.
- (n) *Portable storage units.*
  - (1) *Permitted zoning districts: RC, RT, RM, MH.* When incidental to a residential dwelling:
    - a. A temporary use permit is required pursuant to this section.
    - b. One portable storage unit shall be the maximum number allowed on a lot for no more than 30 consecutive days and no more than 60 total days per calendar year.
    - c. The portable storage unit shall be placed on an impervious surface.
    - d. The portable storage unit shall not be located within ten feet of a street property line.
    - e. The portable storage unit shall not be located within the vision corner.
    - f. Portable storage units shall not be used for the purposes of a garage or shed.
  - (2) *Permitted zoning districts: CH, CB, CS, ID, IT.* When incidental to a permitted principle use:
    - a. No more than three temporary use permits per business shall be issued per calendar year.
    - b. Two portable storage units shall be the maximum allowed per temporary use permit.
    - c. The maximum time limit per temporary use permit shall be 30 days.
    - d. Portable storage units shall be placed on an impervious surface.
    - e. Portable storage units may be placed on a lot within a designated loading space.
    - f. The portable storage unit shall not be located within the required front setback unless permitted by the community development director.
    - g. Portable storage units shall not be used for the purposes of a garage, shed or other on-site storage.
- (o) *Safety:* All accessory structures shall be secured to the ground by a foundation, appropriately sized ground anchors or in a manner approved by the Building Inspector.
- (p) *Public Sharing box exchanges*
  - (1) Permit required from the Community Development Department. With such application there shall be submitted a fee pursuant to the village building code and a complete set of plans and specifications, including a plot plan or drawing accurately showing the location of the proposed structure with respect to adjoining alleys, lot lines and buildings
  - (2) Must securely protect their contents from infestation rainfall and other weather hazards, be safely secured, e.g. to the ground or a wall, and be clearly marked in such a way to clearly indicate that the box is a book, food or other type sharing box and part of an exchange. The box may be located in the front yard area but, shall not obstruct any vision triangle and must be at least 1 foot off the property line and at least 15 feet from a driveway, easily accessible, maximum height of 6 feet and maximum width of 4 feet. No sharing box may be located in the rear or side yard or an unsafe location as determined by the Community Development Director. Boxes shall be maintained so they do not give an appearance of blight or disrepair. Any lighting must be approved by

Community Development Department, shall not be a nuisance to neighbors, and all electrical must be in compliance with the Building Code.

(3) By establishing a sharing box exchange, the property owner is automatically establishing an easement for public access to the exchange box. To ensure the safety of the public and those using the box, the fire chief/fire inspector, police chief and public health officer (or their designees) shall have unrestricted access to the boxes (and contents) for the purpose of inspection and compliance with this ordinance and any other applicable codes.

(Code 2006, § 13-1-200; Ord. No. 13(Ser. of 2008), § 1, 11-5-2008)

**Section 2. Effective Date.** This Ordinance shall take effect upon the adoption and publication and enactment of the Ordinance by the Village Board of Trustees, Village of Little Chute.

Introduced: December 21, 2022

Approved and adopted: January   , 2023

**VILLAGE OF LITTLE CHUTE**

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

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

Laurie Decker, Village Clerk



## Item For Consideration

For Village Board Review On: 12/21/2022  
Agenda Item Topic: Updates to Sec 44-391 and 44-5

Prepared On: 12/15/2022  
Prepared By: Dave Kittel CDD

Report: In August of this year a Variance for a greenhouse was discussed at the Plan Commission. After hearing the arguments of the applicant the Plan Commission ultimately denied the request for a Variance and instead decided that this item would be better addressed by adding specific language for green houses to Section 44 of the Village Ordinance. Currently a resident could have a green house of 200 sqft or less but, the conversation was that a greenhouse needs to be larger than this to be able to produce enough food for a family. The way the current ordinance is structured was if they were to build a large green house in lieu of a detached garage they could have a much larger green house, but it would have to be built like a garage to meet code requirements of a garage and designed for storage of an automobile. In order to balance size, code, safety and allowing a beneficial size greenhouse the below ordinance amendment have been drafted and approved by our Plan Commission with the recommendation the Village Board sets a hearing on this for approval of the amendments.

Section 44-5 of the Municipal Code of the Village of Little Chute amended to add the following definition:

*Residential Greenhouse* means a structure exclusively used for the cultivation of plants in which natural sunlight is allowed to enter through transparent material and temperature and humidity are controlled

Section 44-391 of the Municipal Code of the Village of Little Chute are hereby amended by adding the underlined language as set forth below:

- b. *Size limits.* Garages and other detached accessory buildings shall be less than 16 feet in height. Detached garages shall not exceed 960 square feet in area. Residential Greenhouses shall not exceed 400 square feet in area and shall be 12 feet or less in height. Other accessory buildings shall not exceed 200 square feet in area.
- (n) *Safety:* All accessory structures shall be secured to the ground by a foundation, appropriately sized ground anchors or in a manner approved by the Building Inspector.



## Item For Consideration

Fiscal Impact: None

Recommendation/Board Action: To schedule hearing for the adoption of this ordinance on January 18<sup>th</sup>

Respectfully Submitted,

Dave Kittel, Community Development Director

**VILLAGE OF LITTLE CHUTE**

**ORDINANCE NO. , SERIES OF 2023**

**AN ORDINANCE AMENDING THE ZONING CODE SECTION 44-5 AND SECTION 44-391 OF THE  
VILLAGE OF LITTLE CHUTE MUNICIPAL CODE.**

**WHEREAS**, the Plan Commission of the Village of Little Chute has recommended the following ordinance amendments; and,

**WHEREAS**, the required public hearing has been held before the Village Board of Trustees, Village of Little Chute; and,

**WHEREAS**, the Village Board of Trustees, Village of Little Chute, finds the following ordinance amendments to be in the public interest;

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

**Section 1.** That the Zoning Ordinance, Section 44-5 of the Municipal Code of the Village of Little Chute are hereby amended to add the following definition:

*Residential Greenhouse* means a structure exclusively used for the cultivation of plants in which natural sunlight is allowed to enter through transparent material and temperature and humidity are controlled.

**Section 2.** That the Zoning Ordinance, Section 44-391 of the Municipal Code of the Village of Little Chute are hereby amended by adding the underlined language as set forth below:

**Sec. 44-391. Accessory uses or structures.**

- (a) *Building permit required.* No owner shall, within the village, build, construct, use or place any type of an accessory building, including prefabricated accessory buildings, until a building permit shall have first been obtained from the building inspector. Application for an accessory building permit shall be made, in writing, to the building inspector. With such application, there shall be submitted a fee pursuant to the village building code and a complete set of plans and specifications, including a plot plan or drawing accurately showing the location of the proposed accessory building with respect to adjoining alleys, lot lines and buildings. If such application meets all requirements of this section, the application shall be approved.
- (b) *Principal use to be present; exception.*
  - (1) An accessory use or structure in any zoning district shall not be established prior to the principal use or structure being present or under construction. Any accessory use or structure shall conform to the applicable regulations of the district in which it is located, except as specifically otherwise provided.
  - (2) *Exception.* It is allowed that a single storage shed, not greater than 12 feet in height and 144 square feet in area used solely for storage of lawn care equipment is allowed to be established prior to the establishment of a principal use or structure.
- (c) *Residential districts.*
  - (1) *Placement restrictions.* An accessory use or structure in a one-family or two-family residential district may be established subject to the following regulations:

- a. *Number limits.* In any residential district, in addition to the principal building and attached garage, a detached garage and one additional accessory building and one children's play structure may be placed on a lot.
- b. *Size limits.* Garages and other detached accessory buildings shall be less than 16 feet in height. Detached garages shall not exceed 960 square feet in area. Residential Greenhouses shall not exceed 400 square feet in area and shall be 12 feet or less in height. Other accessory buildings shall not exceed 200 square feet in area.
- c. *Attachment restrictions.* All accessory buildings which are attached to the principal building shall comply with the yard requirements of the principal building.
- d. *Detached structure regulations; lot area coverage.* No detached accessory building shall occupy any portion of the required front or side yard. No detached accessory structure shall occupy more than 30 percent of the required rear yard or be located within three feet of any other accessory building, principal building or lot line. The dimensions of any swimming pool, children's play structure, detached garage, tennis court and other detached accessory buildings/structures shall be included in the determination of available lot area coverage for accessory structures. In no event can the accessory uses or structures be forward of the front line of the principal structure.
- e. *Accessory structures.* Notwithstanding fences, residential driveways and parking lots, unless otherwise provided by these regulations, no structure shall be located within three feet of any accessory building, principal building or lot line.
- f. *Attached structures.* Notwithstanding fences, residential driveways and parking lots, all structures located within 12 inches of any principal or accessory building shall be considered to be attached to said building and shall comply with all requirements for the building to which it is attached.

(2) *Use restrictions.* Accessory structures in residential districts shall not involve the conduct of any business, trade or industry as defined herein and shall not be occupied as a dwelling unit. Accessory buildings shall not be used for residential purposes.

(d) *Nonresidential districts; placement restrictions.* Notwithstanding signs, pavement and fences as allowed within district regulations, accessory structures may be established in the front, rear or side yard and shall not be nearer than five feet to any side or rear lot line or 25 feet to a front lot line in any commercial or industrial district. The design and materials of any accessory structure which may be proposed to be located under this section within a front setback must have prior approval of the plan commission.

(e) *Reversed corner lots.* When an accessory structure is located on the rear of a reversed corner lot, it shall not be located beyond the front yard required on the adjacent interior lot to the rear, nor nearer than three feet to the side line of the adjacent structure.

(f) *Landscaping uses.* Accessory vegetation used for landscaping and decorating may be placed in any required yard area. Permitted vegetation includes trees, shrubs and flowers and gardens. Under no circumstances may a tent be used as a dwelling or an accessory structure.

(g) *Temporary uses.* Temporary accessory uses such as real estate sale field offices or shelters for materials and equipment being used in the construction of the permanent structure may be permitted by the zoning administrator.

(h) *Garages in embankments in front yards.* Where the mean natural grade of a front yard is more than eight feet above the curb level, a private garage may be erected within the front yard, provided as follows:

- (1) That such private garage shall be located not less than five feet from the front lot line;
- (2) That the floor level of such private garage shall be not more than one foot above the curb level; and
- (3) That at least one-half the height of such private garage shall be below the mean grade of the front yard.

- (i) *Outdoor lighting.* Outdoor lighting installations shall not be permitted closer than three feet to an abutting property line and, where not specifically otherwise regulated, shall not exceed 15 feet in height and shall be adequately shielded or hooded so that no excessive glare or illumination is cast upon the adjoining properties.
- (j) *Lawn accessories.* Walks, drives, paved terraces and purely decorative garden accessories such as pools, fountains, statuary, sun dials, flagpoles, etc., shall be permitted in setback areas but not closer than three feet to an abutting property line other than a street line.
- (k) *Retaining walls.* Retaining walls may be permitted anywhere on the lot, provided, however, that no individual wall shall exceed six feet in height, and a terrace of at least three feet in width shall be provided between lot lines and any series of such walls.
- (l) *Children's play structures.* For purposes of this section, children's play structures, including playhouses, tree houses or elevated play structures and climbing gyms, shall be considered accessory structures and shall comply with the requirements of this section whether such play structures are placed on a foundation or not. Swing sets, slides, sandboxes, and other generally portable play devices are not considered children's play structures for purposes of this section. A building permit is not required for the construction of a play structure. Play structures shall not be used for storage or be constructed out of materials that would constitute a nuisance.
- (m) *Terrace area restrictions.* In addition to the definitions and restrictions contained in sections 40-66 and 40-148, no person shall place any accessory structure or use, including basketball backboard hoops, in the terrace area.
- (n) *Portable storage units.*
  - (1) *Permitted zoning districts: RC, RT, RM, MH.* When incidental to a residential dwelling:
    - a. A temporary use permit is required pursuant to this section.
    - b. One portable storage unit shall be the maximum number allowed on a lot for no more than 30 consecutive days and no more than 60 total days per calendar year.
    - c. The portable storage unit shall be placed on an impervious surface.
    - d. The portable storage unit shall not be located within ten feet of a street property line.
    - e. The portable storage unit shall not be located within the vision corner.
    - f. Portable storage units shall not be used for the purposes of a garage or shed.
  - (2) *Permitted zoning districts: CH, CB, CS, ID, IT.* When incidental to a permitted principle use:
    - a. No more than three temporary use permits per business shall be issued per calendar year.
    - b. Two portable storage units shall be the maximum allowed per temporary use permit.
    - c. The maximum time limit per temporary use permit shall be 30 days.
    - d. Portable storage units shall be placed on an impervious surface.
    - e. Portable storage units may be placed on a lot within a designated loading space.
    - f. The portable storage unit shall not be located within the required front setback unless permitted by the community development director.
    - g. Portable storage units shall not be used for the purposes of a garage, shed or other on-site storage.

(n) *Safety: All accessory structures shall be secured to the ground by a foundation, appropriately sized ground anchors or in a manner approved by the Building Inspector.*

(Code 2006, § 13-1-200; Ord. No. 13(Ser. of 2008), § 1, 11-5-2008)

Section 3. Effective Date. This Ordinance shall take effect upon the adoption and publication and enactment of the Ordinance by the Village Board of Trustees, Village of Little Chute.

Introduced: December 21, 2022

Approved and adopted: January   , 2023

**VILLAGE OF LITTLE CHUTE**

By: \_\_\_\_\_

Michael R. Vanden Berg, Village President

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

Laurie Decker, Village Clerk

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