



AGENDA

REGULAR BOARD MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, August 2, 2023
TIME: 6:00 p.m.

Virtually attend the August 2nd, Regular Board meeting at 6 PM by following the zoom link here:

Join Zoom Meeting: <https://us06web.zoom.us/j/89183402205>

Meeting ID: 891 8340 2205

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. 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 July 19, 2023
 - 2. Disbursement List
 - 3. Approval of Wine Walk Temporary Class “B” License for September 14, 2023
- G. Discussion/Action—Little Chute Fire Department Donation
- H. Discussion/Action—Fox Cities Regional Partnership
- I. Discussion—2024 Budget Personnel Requests
- J. Discussion/Action—Doyle Pool
- K. Discussion/Action – Change Order Ebben Trail
- L. Department and Officers Progress Reports
- M. Call for Unfinished Business

N. Items for Future Agenda

O. Closed Sessions:

- a.) 19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Discuss two (2) Economic Development Items, Property Discussion*
- b.) 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. *Review of Legal Matter, Conferring with legal counsel – DNR IGA*

P. Return to Open Session

Q. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852, [email: Laurie@littlechutewi.org](mailto:Laurie@littlechutewi.org) Prepared: July 28, 2023

MINUTES OF THE REGULAR BOARD MEETING OF JULY 19, 2023

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
David Peterson, Trustee

EXCUSED: John Elrick, Trustee

Roll call of Officers and Department Heads

PRESENT: Beau Bernhoft, Administrator
Laurie Decker, Village Clerk
Lisa Remiker-DeWall, Finance Director
Dave Kittel, Community Development Director
John McDonald, Dir. Of Parks, Rec and Forestry
Captain Slotke, Fox Valley Metro Police
Kent Taylor, Director of Public Works
Duane Nechodom, Fire Chief
Chief Dan Meister, Fox Valley Metro Police

EXCUSED: Tyler Claringbole, Village Attorney

Public Appearance for Items Not on the Agenda

None

Consent Agenda

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

1. Minutes of the Regular Board Meeting of June 21, 2023
2. Disbursement List

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

Ayes 6, Nays 0 – Motion Carried

Discussion/Action – 2024 Budget Guidance

Director Remiker-DeWall presented the 2024 Budget Guidance

Moved by Trustee L. Van Lankvelt, seconded by Trustee Peerenboom to approve the Budget Guidance for 2024.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action – LCFD Positions & Stipends

Administrator Bernhoft presented the board with Little Chute Fire Department requests to recognize four new positions and stipends for the work that is performed. The proposed positions and duties were discussed.

Moved by Trustee B. Van Lankveldt, seconded by Trustee Peterson to approve Little Chute Fire Departments Positions and Stipends as presented.

Ayes 6, Nays 0 – Motion Carried

Introduction/Set Public Hearing – Sec. 44-192 Update

Director Kittel presented an update to ordinance 44-192, pertaining to vehicle lengths. Currently the ordinance states no vehicles over 16 feet in length, many modern vehicles are longer than this. This was reviewed by Plan Commission, and they recommend approval by the board. Staff recommend a public hearing be set for August 16.

Moved by Trustee B. Van Lankveldt, seconded by Trustee Van Deurzen to Set Public Hearing on Sec. 44-192 update for August 16.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action – Extraterritorial Preliminary Plat

Director Kittel presented a preliminary plat for a property off of HWY 55, behind the Town of Vandebroek town hall, Oak Creek Estates. The Plan Commission has reviewed the preliminary plat and is recommending the Village Board to Approve, provided Outagamie County and State of Wisconsin approve as well.

Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankvelt to approve the Preliminary Plat as presented.

Ayes 6, Nays 0 – Motion Carried

Discussion/Action – Ash Tree Removal RFP

Director McDonald presented the RFP for Ash Tree Removal of 50 Ash trees in zone B, this is the 3rd year of removal. They will be removing the trees only, not removing stumps. Three bids were received, Staff recommends Jason's Tree Service for \$9,450. Trustee Van Deurzen asked if all the Ash Trees are dead. Director McDonald stated they will be. Van Deurzen asked why not treat the trees. Director McDonald stated the trees are beyond treatment and the previous direction was a total removal. The ash trees are older and past the point of treatment. Trustee Peterson asked if it was Director McDonald's expert opinion to get rid of the trees. Director McDonald answered absolutely. This is a ten-year program, he is estimating it will take eight years to complete

Moved by Trustee Peerenboom, seconded by Trustee Peterson to award the bid for Ash Tree Removal to Jason's Tree Service for \$9,450.

Ayes 5, Nays 1 (Van Deurzen) – Motion Carried

Discussion/Action – Stump Removal RFP

Director McDonald presented an RFP for stump grinding bids, three bids were collected and staff recommend Best Stump Grinding LLC to remove 82 stumps throughout the Village for \$15,721.65

Moved by Trustee Peerenboom, seconded by Trustee B. Van Lankveldt to award the bid for Stump Grinding to Best Stump Grinding LLC for \$15,721.65

Ayes 6, Nays 0 – Motion Carried

Discussion/Action – Doyle Pool Future Maintenance

Director McDonald presented a request for Doyle Pool sandblasting, priming and painting. The pool is 35 years old and experienced similar repairs in the past. Staff have made considerable efforts to maintain the pool thus far, however professional efforts are required to guarantee a safe opening and usage of the pool next year. Park Planning Committee has made the recommendation to refer the pool discussions to the Village Board. Staff have received two quotes and are requesting direction from the board on pool for future maintenance. Trustee B. Van Lankveldt requested more information on the pool; costs, attendance, ect. The pool has received maintenance and updates in the past, but they are starting to deteriorate due to the age of the pool. Trustee Peerenboom stated he thinks a bigger discussion on the future of the pool needs to take place before any more funds are put into it. Director McDonald stated an appointment is set up with the State Aquatics Director who will review the condition of the pool and options available. Trustee Peterson would like to see usage numbers before any more money is spent on the pool. Trustee L. Van Lankvelt would prefer to see an indoor facility that can be used year-round be built and it is foolish to maintaining a pool that only gets used three months out of the year. President Vanden Berg stated the discussion on the future of the pool and maintenance should be an item for future agenda. Director McDonald stated he is uncertain if the pool will open next year without the required professional maintenance.

Moved by Trustee Peerenboom, seconded by Trustee Peterson to deny the requested funds for pool maintenance.

Ayes 6, Nay 0 – Motion Carried

Discussion/Action – 2024 Seasonal Wages

Administrator Bernhoft presented updated seasonal wages. The last time this was addressed was 2021. This will help with staffing issues.

Moved by Trustee B. Van Landveldt, seconded by Trustee L. Van Lankvelt to approve 2024 Seasonal Wage Scale.

Ayes 6, Nay 0 – Motion Carried

Department and Officer Reports

Department Heads and Officers provided progress reports to the Board.

Call for Unfinished Business

Ash Tree Repair vs Treatment Costs

Items for Future Agendas

Doyle Pool Future

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. *Discuss Economic Development Item*

Moved by Trustee Peterson, seconded by Trustee Van Deurzen to Enter into Closed Session at 7:22 p.m.

Ayes 6, Nays 0– Motion Carried

Return to Open Session

Moved by Trustee Peterson, seconded by Trustee Elrick to Exit Closed Session.

Ayes 6, Nays 0– Motion Carried

Adjournment

Moved by Trustee Van Deurzen seconded by Trustee B. Van Lankveldt to Adjourn Regular Board Meeting at 8:00 p.m.

Ayes 6, Nays 0– Motion Carried

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: Laurie Decker, Village Clerk

Disbursement List - August 2, 2023

Payroll & Payroll Liabilities - July 20, 2023	\$276,596.67
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Prepaid Invoices - July 21, 2023	\$23,182.06
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Prepaid Invoices - July 24, 2023	\$13,390.59
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Prepaid Invoices - July 28, 2023	\$779,928.07
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Utility Commission-

CURRENT ITEMS

Bills List - August 2, 2023	\$1,213,494.20
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Total Payroll, Prepaid & Invoices	\$2,306,591.59
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The above payments are recommended for approval:

Rejected: _____

Approved August 2 , 2023

Michael R Vanden Berg, Village President

Laurie Decker, Clerk

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
U.S. BANK (5015)							
07/23 59455565491	Invoi	OFFICE SUPPLIES FOR MATT W	96.41	Open	Non	07/23	101-51415-206
07/23 59455565491	Invoi	1 YEAR ADOBE	287.88	Open	Non	07/23	101-51400-208
07/23 59455565491	Invoi	PLOTTER PAPER/HIGHLIGHTERS	108.72	Open	Non	07/23	101-51415-206
07/23 59455565491	Invoi	LAPTOP STANDS & MONITOR MOUNT	119.94	Open	Non	07/23	101-51415-221
07/23 59455565491	Invoi	ITEMS FOR LIBRARY PROGRAMS	696.29	Open	Non	07/23	206-55110-205
07/23 59455565491	Invoi	ORGANIZATION SUPPLIES	13.46	Open	Non	07/23	206-55110-218
07/23 59455565491	Invoi	QR CODE APPLICATION	60.00	Open	Non	07/23	101-55200-218
07/23 59455565491	Invoi	MONTHLY ZOOM	15.99	Open	Non	07/23	101-51440-208
07/23 59455565491	Invoi	ADOBE	359.88	Open	Non	07/23	206-55110-209
07/23 59455565491	Invoi	PERIODICALS-POST CRESCENT	42.00	Open	Non	07/23	206-55110-207
07/23 59455565491	Invoi	BOOKS	615.49	Open	Non	07/23	206-55110-206
07/23 59455565491	Invoi	CANNING KITS	192.00	Open	Non	07/23	206-55110-213
07/23 59455565491	Invoi	MOVIES	248.91	Open	Non	07/23	206-55110-210
07/23 59455565491	Invoi	BACKGROUND CHECKS/ELECTRONICS/DISPLAY	120.61	Open	Non	07/23	206-55110-218
07/23 59455565491	Invoi	POSTAGE	31.06	Open	Non	07/23	206-55110-226
07/23 59455565491	Invoi	PORTABLES FOR PARKS	1,395.61	Open	Non	07/23	101-55200-204
07/23 59455565491	Invoi	DEEP PASS WRISTBANDS FOR POOL	294.00	Open	Non	07/23	204-55420-218
07/23 59455565491	Invoi	POOL INTERNET	446.85	Open	Non	07/23	204-55420-203
07/23 59455565491	Invoi	CHUTE-ING STARS POMS COSTUME BALANCE	1,865.10	Open	Non	07/23	101-55300-218
07/23 59455565491	Invoi	LITTLE STARS DANCE TEAM MUSIC DOWNLOAD	89.00	Open	Non	07/23	101-55300-218
07/23 59455565491	Invoi	REC EVENT ITEMS	89.77	Open	Non	07/23	101-55300-218
07/23 59455565491	Invoi	WGFOA VIRTUAL TRAINING-MACK	200.00	Open	Non	07/23	101-51420-201
07/23 59455565491	Invoi	WSFIA ANNUAL CONFERENCE-MARASCH	410.00	Open	Non	07/23	101-52200-201
07/23 59455565491	Invoi	OFFICE SUPPLIES	16.10	Open	Non	07/23	101-52200-206
07/23 59455565491	Invoi	DISINFECTANT	7.27	Open	Non	07/23	101-51650-218
07/23 59455565491	Invoi	EMERGENCY FLASH LIGHT	18.71	Open	Non	07/23	101-52200-213
07/23 59455565491	Invoi	PENS & HIGHLIGHTERS	14.49	Open	Non	07/23	101-51650-206
07/23 59455565491	Invoi	SAFETY GLASSES	15.96	Open	Non	07/23	101-52200-213
07/23 59455565491	Invoi	REFUND ON HOTEL ACCOMODATIONS	696.00-	Open	Non	07/23	101-52200-201
07/23 59455565491	Invoi	LIFEGUARD RECERTIFICATIONS	184.00	Open	Non	07/23	204-55420-213
07/23 59455565491	Invoi	PRIZES FOR POOL SPECIAL EVENTS	375.30	Open	Non	07/23	204-55420-218
07/23 59455565491	Invoi	NATIONAL NIGHT OUT PROMOTION MATERIALS	481.00	Open	Non	07/23	207-52120-218
07/23 59455565491	Invoi	GFOA AWARDS PROGRAM APPLICATIONS	710.00	Open	Non	07/23	101-51420-227
07/23 59455565491	Invoi	HOLSTER ATTACHMENT AND ERT RIFLE LIGHT	196.56	Open	Non	07/23	207-52120-223
07/23 59455565491	Invoi	HOTEL ACCOMODATIONS	208.80	Open	Non	07/23	207-52120-201
07/23 59455565491	Invoi	AIR COMB FILTER CLEANER	37.11	Open	Non	07/23	101-53330-218
07/23 59455565491	Invoi	FUEL	280.15	Open	Non	07/23	101-53330-217
07/23 59455565491	Invoi	VACUUM BREAKER	33.16	Open	Non	07/23	101-55200-242
07/23 59455565491	Invoi	PUMP FOR WEED SPRAYER	189.98	Open	Non	07/23	101-53330-221
07/23 59455565491	Invoi	COMPUTER HEADSETS	38.85	Open	Non	07/23	207-52120-221
07/23 59455565491	Invoi	AED BATTERIES & EMS BAG	56.91	Open	Non	07/23	207-52120-213
07/23 59455565491	Invoi	PARKING TICKET SUSPENSIONS	162.18	Open	Non	07/23	207-52120-204
07/23 59455565491	Invoi	EVIDENCE LIFTS/FLASH DRIVES/DVD SLEEVES/D	214.08	Open	Non	07/23	207-52120-218
07/23 59455565491	Invoi	PENS	19.98	Open	Non	07/23	207-52120-206
07/23 59455565491	Invoi	K9 FOOD	85.25	Open	Non	07/23	207-52120-236
07/23 59455565491	Invoi	RAIL MOUNT LIGHT	176.36	Open	Non	07/23	207-52120-223
07/23 59455565491	Invoi	DEPARTMENT AND SOFT ROOM SUPPLIES	32.50	Open	Non	07/23	207-52120-218
07/23 59455565491	Invoi	TRANSUNION	75.00	Open	Non	07/23	207-52120-204
07/23 59455565491	Invoi	MARKET ON MAIN YARD SIGNS	314.74	Open	Non	07/23	209-56900-204
07/23 59455565491	Invoi	MONTHLY ICLOUD STORAGE	2.99	Open	Non	07/23	101-52200-204
07/23 59455565491	Invoi	WSFCA HOTEL ACCOMODATIONS	1,562.52	Open	Non	07/23	101-52200-201
07/23 59455565491	Invoi	MEALS AT WSFCA CONFERENCE	777.67	Open	Non	07/23	101-52200-211
Total U.S. BANK (5015):			13,390.59				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Grand Totals:			13,390.59				

Report GL Period Summary

Vendor number hash: 5015
Vendor number hash - split: 260780
Total number of invoices: 1
Total number of transactions: 52

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	13,390.59	13,390.59
Grand Totals:	13,390.59	13,390.59

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
AL HARDWARE COMPANY (4702)							
280578-325001	Invoi	FASTENERS	2.19	Open	Non	07/23	101-53300-218
280589-325001	Invoi	TWO HAMMERS	41.98	Open	Non	07/23	101-55200-218
280590-325001	Invoi	PLIERS	40.97	Open	Non	07/23	101-53330-218
280597-325001	Invoi	HOSE	59.98	Open	Non	07/23	101-55200-221
280598-325001	Invoi	MAGNETIC TAPE	10.99	Open	Non	07/23	101-55200-218
280625-325001	Invoi	CLEAR SPRAY PAINT	7.99	Open	Non	07/23	101-53300-218
280649-325001	Invoi	PARTS FOR STOP SIGN	18.75	Open	Non	07/23	101-53300-218
280667-325001	Invoi	SILICONE SEALANT	25.98	Open	Non	07/23	630-53442-251
280676-325001	Invoi	HOSE CLAMPS	22.32	Open	Non	07/23	101-55200-218
280732-325001	Invoi	POTTING SOIL	33.98	Open	Non	07/23	101-52250-244
280754-325001	Invoi	SANDPAPER/DUSTER/BROOM/FASTENERS	42.93	Open	Non	07/23	101-55200-218
280755-325001	Invoi	HARDWARE	5.99	Open	Non	07/23	204-55420-242
280756-325001	Invoi	HARDWARE	8.28	Open	Non	07/23	204-55420-242
280760-325001	Invoi	HARDWARE	2.99	Open	Non	07/23	204-55420-242
280792-325001	Invoi	PARTS FOR SANDWICH BOARD	10.58	Open	Non	07/23	101-53330-218
280795-325001	Invoi	HARDWARE	9.99	Open	Non	07/23	204-55420-242
280796-325001	Invoi	WOOD SHIMS	5.97	Open	Non	07/23	630-53442-251
280799-325001	Invoi	HACKSAW BLADE	6.59	Open	Non	07/23	101-55200-218
280812-325001	Invoi	RULER & UTILITY KNIFE	24.98	Open	Non	07/23	101-51415-206
280829-325001	Invoi	FASTENERS	3.96	Open	Non	07/23	101-53300-218
280849-325001	Invoi	KEYS	5.98	Open	Non	07/23	101-55200-218
280862-325001	Invoi	LEVEL	5.99	Open	Non	07/23	101-53300-215
280865-325001	Invoi	SHOP VAC	79.99	Open	Non	07/23	101-53330-218
280884-325001	Invoi	WASP SPRAY	19.96	Open	Non	07/23	204-55420-218
280892-325001	Invoi	DUCT TAPE	27.95	Open	Non	07/23	204-55420-206
280915-325001	Invoi	CAUTION TAPE	12.99	Open	Non	07/23	101-51415-206
280962-325001	Invoi	SPRAY BOTTLE	4.59	Open	Non	07/23	101-53300-218
280975-325001	Invoi	FASTENERS	10.32	Open	Non	07/23	101-55200-218
280988-325001	Invoi	CAULK FOR POOL OFFICE	4.78	Open	Non	07/23	204-55420-242
281004-325001	Invoi	DUCT TAPE	7.99	Open	Non	07/23	101-55200-218
Total AL HARDWARE COMPANY (4702):			567.93				
AMERICAN RAMP COMPANY (5446)							
7826	Invoi	SKATEBOARD PARK RAMP REPLACEMENTS	889.00	Open	Non	07/23	101-55200-242
Total AMERICAN RAMP COMPANY (5446):			889.00				
AMPLITEL TECHNOLOGIES (4637)							
21812	Invoi	FORTIGATE MAINTENANCE RENEWAL	2,100.00	Open	Non	07/23	207-52120-204
21815	Invoi	MONTHLY BACK UP,MANAGED SERVICES, OFFIC	3,785.00	Open	Non	07/23	207-52120-204
21815	Invoi	MULTI-FACTOR AUTHENTICATION FROM DUO-JU	134.00	Open	Non	07/23	207-52120-204
21815	Invoi	MONTHLY ANTIVIRUS, DROPSUITE-JULY	336.00	Open	Non	07/23	207-52120-240
Total AMPLITEL TECHNOLOGIES (4637):			6,355.00				
AT& T (409)							
92078873810963 7/	Invoi	JUN/JUL SERVICE	17.58	Open	Non	07/23	207-52120-203
92078873810963 7/	Invoi	JUN/JUL SERVICE	123.02	Open	Non	07/23	101-53310-203
92078873810963 7/	Invoi	JUN/JUL SERVICE	17.58	Open	Non	07/23	204-55420-203
92078873810963 7/	Invoi	JUN/JUL SERVICE	70.31	Open	Non	07/23	620-53924-203
92078873810963 7/	Invoi	JUN/JUL SERVICE	52.73	Open	Non	07/23	206-55110-203
Total AT& T (409):			281.22				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
BERGSTROM FORD OF FOX VALLEY (3484)							
415673	Invoi	WINDOW REPAIR & TIRE PATCH #111	376.74	Open	Non	07/23	207-52120-247
Total BERGSTROM FORD OF FOX VALLEY (3484):			376.74				
BLUEPEARL PET HOSPITAL (5436)							
399967	Invoi	MEDS FOR K9	170.68	Open	Non	07/23	207-52120-236
Total BLUEPEARL PET HOSPITAL (5436):			170.68				
CEC (3994)							
405647	Invoi	SERVICE TO FIRE ALARM SYSTEM	480.00	Open	Non	07/23	206-55110-243
Total CEC (3994):			480.00				
DEMPSEY, JESSICA E (5445)							
FFF-2023	Invoi	FACE PAINTER @ FAMILY FUN FEST 2023	250.00	Open	Non	07/23	101-55300-218
Total DEMPSEY, JESSICA E (5445):			250.00				
FESTIVE BALLOONS (4507)							
308	Invoi	BALLOONIST @ FAMILY FUN FEST	487.50	Open	Non	07/23	101-55300-218
Total FESTIVE BALLOONS (4507):			487.50				
FOX VALLEY HUMANE ASSOCIATION (971)							
5607	Invoi	MAY HANDLE FEES	320.00	Open	Non	07/23	207-52120-204
Total FOX VALLEY HUMANE ASSOCIATION (971):			320.00				
GREEN BOYZ INC (4841)							
139754	Invoi	MULCHING	300.00	Open	Non	07/23	207-52120-243
139754	Invoi	MULCHING	195.00	Open	Non	07/23	101-52250-243
Total GREEN BOYZ INC (4841):			495.00				
HAENCO LLC (5424)							
9815	Invoi	DISPENSER/BATH TISSUE/CAN LINERS	195.29	Open	Non	07/23	101-55200-218
9815	Invoi	CAN LINERS	37.49	Open	Non	07/23	101-53300-218
Total HAENCO LLC (5424):			232.78				
HORTONVILLE FIRE DEPARTMENT (4748)							
2023	Invoi	SOFTBALL TOURNAMENT FEE	50.00	Open	Non	07/23	101-52200-219
Total HORTONVILLE FIRE DEPARTMENT (4748):			50.00				
ICON MARKETING INC (1981)							
3006-1	Invoi	CUSTOM EMBROIDERED PATCHES	319.46	Open	Non	07/23	101-52200-212
Total ICON MARKETING INC (1981):			319.46				
JFTCO INC (5006)							
SIGP0011294	Invoi	PERFORM PM2 MAINTENANCE	1,000.00	Open	Non	07/23	207-52120-243
SIGP0011294	Invoi	PERFORM PM2 MAINTENANCE	407.25	Open	Non	07/23	101-52250-243

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total JFTCO INC (5006):			1,407.25				
KERRY'S VROOM SERVICE INC (2013)							
10104	Invoi	OIL & FILTER CHANGE & WINDSHIELD WASH - UN	53.04	Open	Non	07/23	207-52120-247
Total KERRY'S VROOM SERVICE INC (2013):			53.04				
KWIK TRIP INC (2365)							
JUN 2023 286768	Invoi	JUN FUEL FOR SQUADS	3,733.45	Open	Non	07/23	207-52120-247
Total KWIK TRIP INC (2365):			3,733.45				
LAPPEN SECURITY PRODUCTS INC (735)							
LSPQ49325	Invoi	BATTERY REPLACEMENT - DOOR SYSTEMS	313.91	Open	Non	07/23	207-52120-221
LSPQ49326	Invoi	OPERATOR LICENSE CARDS	20.00	Open	Non	07/23	101-51650-206
Total LAPPEN SECURITY PRODUCTS INC (735):			333.91				
MATTHEWS TIRE & SERVICE CENTER (768)							
299198	Invoi	4 NEW TIRES ON SQUAD	697.04	Open	Non	07/23	207-52120-247
Total MATTHEWS TIRE & SERVICE CENTER (768):			697.04				
MCC INC (480)							
327545	Invoi	LT GRADE 5	629.30	Open	Non	07/23	101-53300-216
327546	Invoi	LT GRADE 5	159.60	Open	Non	07/23	610-53612-251
327546	Invoi	LT GRADE 5	478.80	Open	Non	07/23	620-53644-251
328059	Invoi	LT GRADE 5	140.35	Open	Non	07/23	620-53644-251
328059	Invoi	LT GRADE 5	140.35	Open	Non	07/23	101-53300-248
Total MCC INC (480):			1,548.40				
PLESHEK OUTDOOR POWER (727)							
82069	Invoi	TILLER ATTACHMENT	98.66	Open	Non	07/23	206-55110-244
82069	Invoi	TILLER ATTACHMENT	68.15	Open	Non	07/23	101-51650-244
82069	Invoi	TILLER ATTACHMENT	32.41	Open	Non	07/23	207-52120-244
82069	Invoi	TILLER ATTACHMENT	10.77	Open	Non	07/23	101-52250-244
Total PLESHEK OUTDOOR POWER (727):			209.99				
RIVERSIDE BY REYNEBEAU FLORAL (322)							
180944/1	Invoi	FLORAL ARRANGEMENT- NECHODOM	133.50	Open	Non	07/23	101-51960-211
180993/1	Invoi	FLORAL ARRANGEMENT- NECHODOM	98.50	Open	Non	07/23	207-52120-218
181187/1	Invoi	FLORAL ARRANGEMENT- HAMMEN	73.45	Open	Non	07/23	101-51960-211
Total RIVERSIDE BY REYNEBEAU FLORAL (322):			305.45				
SAM'S CLUB/SYNCHRONY BANK (1728)							
07/23 00204221446	Invoi	REC EVENT ITEMS	349.61	Open	Non	07/23	101-55300-218
07/23 00204221446	Invoi	POOL CONCESSION ITEMS	393.26	Open	Non	07/23	204-55420-211
Total SAM'S CLUB/SYNCHRONY BANK (1728):			742.87				
THEDACARE (1983)							
JUNE 2023 121005	Invoi	JUNE BLOOD DRAWS	340.00	Open	Med	07/23	207-52120-204

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total THEDACARE (1983):			340.00				
TIME WARNER CABLE (89)							
06/23 23749	Invoi	JUNE/JULY SERVICES	219.99	Open	Non	07/23	207-52120-203
07/23 16087	Invoi	JULY/AUGUST SERVICES	163.95	Open	Non	07/23	101-51650-203
07/23 20279	Invoi	JULY/AUGUST SERVICES	116.16	Open	Non	07/23	620-53924-203
07/23 56638	Invoi	JULY/AUGUST SERVICES	12.25	Open	Non	07/23	101-52200-208
Total TIME WARNER CABLE (89):			512.35				
TIM'S TOYZ (3746)							
2301	Invoi	RENTALS FOR FAMILY FUN FEST	800.00	Open	Non	07/23	101-55300-218
Total TIM'S TOYZ (3746):			800.00				
VILLAGE OF LITTLE CHUTE (1404)							
PETTY-FFF 2023	Invoi	PETTY CASH FOR FAMILY FUN FEST STARTUP F	600.00	Open	Non	07/23	101-10150
Total VILLAGE OF LITTLE CHUTE (1404):			600.00				
WI DEPT OF JUSTICE (672)							
L4504T 06/23	Invoi	JUNE BACKGROUND CHECKS	413.00	Open	Non	07/23	207-52120-218
Total WI DEPT OF JUSTICE (672):			413.00				
WMCA (2348)							
2023	Invoi	WMCA ANNUAL CONFERENCE-DECKER	210.00	Open	Non	07/23	101-51440-201
Total WMCA (2348):			210.00				
Grand Totals:			23,182.06				

Report GL Period Summary

Vendor number hash: 224012
Vendor number hash - split: 255062
Total number of invoices: 67
Total number of transactions: 82

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	23,182.06	23,182.06
Grand Totals:	23,182.06	23,182.06

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
AMBROSIUS, WILLIE (1804)							
07/06/23 - 07/20/23	Invoi	MEN'S SOFTBALL SUPERVISOR	45.00	Open	Non	07/23	101-55300-111
07/06/23 - 07/20/23	Invoi	MEN'S SOFTBALL UMPIRE	337.50	Open	Non	07/23	101-55300-111
Total AMBROSIUS, WILLIE (1804):			382.50				
AMPLITEL TECHNOLOGIES (4637)							
21939	Invoi	NEW LAPTOPS-MATTSON & UTILITIES	4,144.77	Open	Non	07/23	404-57190-302
21940	Invoi	WORKSTATION FOR DEPUTY DPW DIRECTOR	2,843.24	Open	Non	07/23	404-57190-302
Total AMPLITEL TECHNOLOGIES (4637):			6,988.01				
BEST BUY BUSINESS ADVANTAGE ACCT (5365)							
7041372	Invoi	MOVIES	59.99	Open	Non	07/23	206-55110-210
7058667	Invoi	MOVIES	27.99	Open	Non	07/23	206-55110-210
7161947	Invoi	MOVIES	34.77	Open	Non	07/23	206-55110-210
Total BEST BUY BUSINESS ADVANTAGE ACCT (5365):			122.75				
CELLCOM (4683)							
95250-JULY	Invoi	IPAD STORM	23.59	Open	Non	07/23	630-53442-218
95250-JULY	Invoi	IPAD STREETS	47.18	Open	Non	07/23	101-53300-218
95250-JULY	Invoi	IPAD VEHICLE MAINTENANCE	23.59	Open	Non	07/23	101-53330-218
95250-JULY	Invoi	IPAD SANITARY SEWER	23.59	Open	Non	07/23	610-53612-218
95250-JULY	Invoi	ADMINISTRATION PHONE CHARGES	31.92	Open	Non	07/23	101-51400-203
95250-JULY	Invoi	COMMUNITY DEVELOPER PHONE CHARGES	28.67	Open	Non	07/23	101-51530-203
95250-JULY	Invoi	INSPECTOR PHONE CHARGES	31.92	Open	Non	07/23	101-52050-203
95250-JULY	Invoi	FACILITIES PHONE CHARGES	31.92	Open	Non	07/23	101-51650-203
95250-JULY	Invoi	REC PHONE CHARGES	75.64	Open	Non	07/23	101-55300-203
95250-JULY	Invoi	PARKS PHONE CHARGES	128.41	Open	Non	07/23	101-55200-203
95250-JULY	Invoi	DPW PHONE CHARGES	190.05	Open	Non	07/23	101-53310-203
95250-JULY	Invoi	ENGINEERING PHONE CHARGES	151.27	Open	Non	07/23	452-57331-203
Total CELLCOM (4683):			787.75				
CITY OF APPLETON (68)							
12090	Invoi	JULY 2023 TRANSIT	8,823.00	Open	Non	07/23	101-51780-233
Total CITY OF APPLETON (68):			8,823.00				
DELLA MARCUS CORP (5018)							
072523	Invoi	DEVELOPMENT INCENTIVE	281,652.14	Open	Non	07/23	416-57600-267
Total DELLA MARCUS CORP (5018):			281,652.14				
DELTA DENTAL OF WISCONSIN (33)							
1991932	Invoi	AUGUST DENTAL	6,942.82	Open	Non	07/23	101-21345
1991932	Invoi	AUGUST VISION	450.44	Open	Non	07/23	101-21366
Total DELTA DENTAL OF WISCONSIN (33):			7,393.26				
DEMPSEY, JESSICA E (5445)							
CARNIVAL-2023	Invoi	FACE PAINTER @ CARNIVAL 2023	250.00	Open	Non	07/23	101-55300-218
Total DEMPSEY, JESSICA E (5445):			250.00				

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
FESTIVE BALLOONS (4507)							
313	Invoi	BALLOON TWISTING for 08/09/23 CARNIVAL	487.50	Open	Non	07/23	101-55300-218
Total FESTIVE BALLOONS (4507):			487.50				
HERRLING CLARK LAW FIRM LTD (208)							
2Q/23 131-10Q	Invoi	LEGAL MATTERS	2,974.40	Open	Atto	07/23	101-51110-262
2Q/23 131-10Q	Invoi	FVMPD LEGAL MATTERS	213.00	Open	Atto	07/23	207-52120-262
2Q/23 131-10Q	Invoi	TID 6	1,270.40	Open	Atto	07/23	416-57600-262
2Q/23 131-10Q	Invoi	TID 8	1,100.00	Open	Atto	07/23	418-57800-262
2Q/23 131-10Q	Invoi	CONSTRUCTION FUND	85.20	Open	Atto	07/23	452-57331-262
2Q/23 131-10Q	Invoi	SEWER	1,491.00	Open	Atto	07/23	610-53614-262
2Q/23 131-10Q	Invoi	FACADE LOAN	333.20	Open	Atto	07/23	222-56700-262
2Q/23 131-10Q	Invoi	WATER	852.00	Open	Atto	07/23	620-53924-262
2Q/23 131-10Q	Invoi	STORM	170.40	Open	Atto	07/23	630-53444-262
2Q/23 131-10Q	Invoi	TID 5	426.00	Open	Atto	07/23	415-57500-262
2Q/23 131-81Q	Invoi	SEWER	2,683.80	Open	Atto	07/23	610-53614-262
2Q/23 132-01M	Invoi	TRAFFIC MATTERS	5,026.80	Open	Atto	07/23	101-51110-262
45059-00M 072623	Invoi	OPEN RECORDS REQUEST	121.50	Open	Atto	07/23	207-52120-262
Total HERRLING CLARK LAW FIRM LTD (208):			16,747.70				
KAUKAUNA UTILITIES (234)							
JULY 2023	Invoi	SAFETY CENTER	972.07	Open	Non	07/23	207-52120-249
JULY 2023	Invoi	SAFETY CENTER	648.04	Open	Non	07/23	101-52250-249
JULY 2023	Invoi	VILLAGE HALL PLAZA	16.48	Open	Non	07/23	101-51650-249
JULY 2023	Invoi	VILLAGE HALL	1,860.39	Open	Non	07/23	101-51650-249
JULY 2023	Invoi	CIVIC CENTER	1,569.07	Open	Non	07/23	206-55110-249
JULY 2023	Invoi	MUNICIPAL POOL	2,852.72	Open	Non	07/23	204-55420-249
JULY 2023	Invoi	BALLFIELD DPI/SHED LIGHTS	120.00	Open	Non	07/23	101-55200-249
JULY 2023	Invoi	DOYLE PARK STAGE	205.07	Open	Non	07/23	101-55200-249
JULY 2023	Invoi	DOYLE PARK BALLFIELD DP2 LIGHT	101.68	Open	Non	07/23	101-55200-249
JULY 2023	Invoi	HEESAKKER PARK TRAIL	28.94	Open	Non	07/23	101-55200-249
JULY 2023	Invoi	HERITAGE PARK	23.36	Open	Non	07/23	101-55200-249
JULY 2023	Invoi	LEGION PARK RESTROOMS	546.56	Open	Non	07/23	101-55200-249
JULY 2023	Invoi	VAN LIESHOUT PARK	79.37	Open	Non	07/23	101-55200-249
JULY 2023	Invoi	VAN LIESHOUT BALLFIELD	380.97	Open	Non	07/23	101-55200-249
JULY 2023	Invoi	VAN LIESHOUT PK SECURITY LT	58.21	Open	Non	07/23	101-55200-249
JULY 2023	Invoi	LINCOLN AVE E HEESAKKER PARK	86.05	Open	Non	07/23	101-55200-249
JULY 2023	Invoi	PUMP STATION JEFFERSON ST	1,499.04	Open	Non	07/23	620-53624-249
JULY 2023	Invoi	#4 WELL EVERGREEN DR	7,027.45	Open	Non	07/23	620-53624-249
JULY 2023	Invoi	#3 WELL WASHINGTON ST	3,473.35	Open	Non	07/23	620-53624-249
JULY 2023	Invoi	STEPHEN ST TOWER/LIGHTING	142.90	Open	Non	07/23	620-53624-249
JULY 2023	Invoi	CANAL BRIDGE-NORTH SIDE	16.88	Open	Non	07/23	101-53300-249
JULY 2023	Invoi	CANAL BRIDGE - SOUTH SIDE	30.16	Open	Non	07/23	101-53300-249
JULY 2023	Invoi	SECURITY LIGHT	10.91	Open	Non	07/23	101-53300-249
JULY 2023	Invoi	SIGNALS/GRAND & MAIN	50.25	Open	Non	07/23	101-53300-249
JULY 2023	Invoi	COMMUNITY BRIDGE LIGHTING	176.88	Open	Non	07/23	101-53300-249
JULY 2023	Invoi	SIGNALS/MAIN & MADISON	45.72	Open	Non	07/23	101-53300-249
JULY 2023	Invoi	CROSSING/MAIN & MONROE	16.48	Open	Non	07/23	101-53300-249
JULY 2023	Invoi	STREET LIGHTING	8,978.71	Open	Non	07/23	101-53300-249
JULY 2023	Invoi	SIGNALS/NORTH & BUCHANAN	37.78	Open	Non	07/23	101-53300-249
JULY 2023	Invoi	PATRIOT DR FLAG POLE	23.53	Open	Non	07/23	101-53300-249
JULY 2023	Invoi	SIGNALS/NE CORNER N & ELM	67.73	Open	Non	07/23	101-53300-249
JULY 2023	Invoi	STEPHEN ST SIGN	16.48	Open	Non	07/23	101-53300-249
JULY 2023	Invoi	1401 E ELM DR	1,247.22	Open	Non	07/23	101-53310-249
JULY 2023	Invoi	721 W ELM	183.75	Open	Non	07/23	208-52900-249

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
JULY 2023	Invoi	723 DEPOT ST	17.73	Open	Non	07/23	418-51225-249
JULY 2023	Invoi	DOYLE PARK WELL	4,464.75	Open	Non	07/23	620-53624-249
JULY 2023	Invoi	1800 STEPHEN ST STORM	437.27	Open	Non	07/23	630-53441-249
Total KAUKAUNA UTILITIES (234):			37,513.95				
KRUCZEK CONSTRUCTION INC (5425)							
2023004-3	Invoi	2023 RECONSTRUCTION PROJECT BUCHANAN S	10,994.37	Open	Non	07/23	610-51222-263
2023004-3	Invoi	2023 RECONSTRUCTION PROJECT BUCHANAN S	64,633.46	Open	Non	07/23	620-51222-263
2023004-3	Invoi	2023 RECONSTRUCTION PROJECT BUCHANAN S	136,032.43	Open	Non	07/23	630-51222-263
Total KRUCZEK CONSTRUCTION INC (5425):			211,660.26				
LC PROPERTY MANAGEMENT LLC (5014)							
072523	Invoi	DEVELOPMENT INCENTIVE-LC PROPERTY MNGM	47,107.66	Open	Non	07/23	416-57600-266
Total LC PROPERTY MANAGEMENT LLC (5014):			47,107.66				
MENARDS - APPLETON EAST (319)							
41026	Invoi	PARTS FOR TRAILER	23.75	Open	Non	07/23	101-55200-205
Total MENARDS - APPLETON EAST (319):			23.75				
MODERN DAIRY INC (268)							
303013	Invoi	POPCORN FOR PROGRAMS	36.50	Open	Non	07/23	101-55300-218
303114	Invoi	POOL CONCESSION ITEMS	142.97	Open	Non	07/23	204-55420-211
Total MODERN DAIRY INC (268):			179.47				
MURPHY, MARK (5426)							
07/06/23 - 07/20/23	Invoi	MEN'S SOFTBALL UMPIRE	125.00	Open	Non	07/23	101-55300-111
Total MURPHY, MARK (5426):			125.00				
PETER PICKLE PROPERTIES LLC (5222)							
260439800-3	Invoi	DEVELOPER INCENTIVE	157,672.19	Open	Non	07/23	417-57700-267
Total PETER PICKLE PROPERTIES LLC (5222):			157,672.19				
REGISTRATION FEE TRUST (189)							
072623	Invoi	TITLE & LICENSE FOR SQUAD 131	169.50	Open	Non	07/23	207-52120-247
Total REGISTRATION FEE TRUST (189):			169.50				
REHMAN, MICHAEL (5033)							
07/06/23 - 07/20/23	Invoi	MEN'S SOFTBALL UMPIRE	200.00	Open	Non	07/23	101-55300-111
Total REHMAN, MICHAEL (5033):			200.00				
TIME WARNER CABLE (89)							
07/23 97368	Invoi	JULY/AUGUST SERVICES	550.00	Open	Non	07/23	101-51650-203
Total TIME WARNER CABLE (89):			550.00				
TIM'S TOYZ (3746)							
2302	Invoi	MINI TRUCK & INDY CAR OBSTACLE 08/09	800.00	Open	Non	07/23	101-55300-218

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
Total TIM'S TOYZ (3746):			800.00				
US VENTURE (4231)							
L73187	Invoi	#8 SPECTRO V100 WATER AF FUEL	20.00	Open	Non	07/23	101-53330-204
Total US VENTURE (4231):			20.00				
VERIZON WIRELESS (3606)							
9939609035	Invoi	JUNE/JULY SERVICES	72.08	Open	Non	07/23	620-53924-203
Total VERIZON WIRELESS (3606):			72.08				
WARRANT PAYMENTS (4565)							
M23008446	Invoi	WARRANT- VANDERHEIDEN	199.60	Open	Non	07/23	207-21495
Total WARRANT PAYMENTS (4565):			199.60				
Grand Totals:			779,928.07				

Report GL Period Summary

Vendor number hash: 91394
Vendor number hash - split: 165890
Total number of invoices: 31
Total number of transactions: 91

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	779,928.07	779,928.07
Grand Totals:	779,928.07	779,928.07

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
AMERICAN FIDELITY ASSURANCE (T00890)AWD				
2163132A	FLEX SPENDING JULY	1,749.47	07/23	101-21368
Total AMERICAN FIDELITY ASSURANCE (T00890)AWD:		1,749.47		
ANDRES, STEVE				
LEGION 07/16/23	SECURITY DEPOSIT REFUND	20.00	07/23	101-21235
Total ANDRES, STEVE:		20.00		
AUTOMATED COMFORT CONTROLS				
34055	SERVICE CALL TO METRO	275.94	07/23	207-52120-245
34062	SERVICE CALL TO MSB GARAGE	866.50	07/23	101-53330-245
34077	SERVICE CALL TO LIBRARY	217.80	07/23	206-55110-245
34087	SERVICE CALL TO VILLAGE HALL	170.25	07/23	101-51650-245
Total AUTOMATED COMFORT CONTROLS:		1,530.49		
AUTOMOTIVE SUPPLY CO				
60968102	GREASE	10.79	07/23	101-53330-218
60969130	TIRE GAUGE	16.75	07/23	101-53330-218
60969130	BATTERY #34	139.43	07/23	101-53330-225
CM230854	RETURNED MERCHANDISE	10.79	07/23	101-53330-218
Total AUTOMOTIVE SUPPLY CO:		156.18		
BATTERIES PLUS LLC				
P64241688	SANITARY SEWER METER BATTERIES	118.80	07/23	610-53612-251
Total BATTERIES PLUS LLC:		118.80		
BELONGEA, MARGE				
CFEST 07/22/23	SECURITY DEPOSIT REFUND	50.00	07/23	101-21235
Total BELONGEA, MARGE:		50.00		
CELLCOM				
132005-JULY	FVMPD CELL SERVICE - JULY	1,326.02	07/23	207-52120-203
Total CELLCOM:		1,326.02		
CINTAS				
4161614147	TOWELS AND UNIFORMS	12.18	07/23	101-53330-213
4161614147	MATS	31.00	07/23	101-53330-218
4162310151	TOWELS AND UNIFORMS	12.18	07/23	101-53330-213
4162310151	MATS	31.00	07/23	101-53330-218
Total CINTAS:		86.36		
DIGGERS HOTLINE INC				
230759201PP2	2ND PREPAYMENT 2023	1,003.20	07/23	610-53612-209
230759201PP2	2ND PREPAYMENT 2023	1,003.20	07/23	620-53644-209
230759201PP2	2ND PREPAYMENT 2023	1,003.20	07/23	630-53442-209

Invoice	Description	Total Cost	Period	GL Account
Total DIGGERS HOTLINE INC:		3,009.60		
DISTRICT 2, INC.				
3850	REPAIR OF AKRON NOZZLE	338.17	07/23	101-52200-205
Total DISTRICT 2, INC.:		338.17		
DONALD HIETPAS & SONS INC.				
2023002-2	2023 RECONSTRUCTION PROJECT/RANDOLPH D	376,792.75	07/23	416-51217-263
2023002-3	2023 RECONSTRUCTION PROJECT/RANDOLPH D	224,761.42	07/23	416-51217-263
Total DONALD HIETPAS & SONS INC.:		601,554.17		
FARRELL EQUIPMENT & SUPPLY CO INC				
56561	CONCRETE SEALER	49.99	07/23	101-53300-216
57273	ROTARY HAMMER DRILL	713.95	07/23	101-53300-215
Total FARRELL EQUIPMENT & SUPPLY CO INC:		763.94		
FIRE SERVICES PLUS LLC				
84005	RECHARGE FIRE EXTINGUISHERS	56.00	07/23	207-52120-213
Total FIRE SERVICES PLUS LLC:		56.00		
GEIGER, HEATHER				
072223	SECURITY DEPOSIT REFUND	100.00	07/23	208-21235
Total GEIGER, HEATHER:		100.00		
GLOUDEMANS, KELLY				
07/14/23	SECURITY DEPOSIT REFUND	100.00	07/23	208-21235
Total GLOUDEMANS, KELLY:		100.00		
HAENCO LLC				
9934	LATEX GLOVES	47.41	07/23	101-55200-222
9934	LATEX GLOVES	5.27	07/23	208-52900-222
Total HAENCO LLC:		52.68		
HGTV MAGAZINE				
HGTV 2023	MAGAZINE SUBSCRIPTION	19.97	07/23	206-55110-207
Total HGTV MAGAZINE:		19.97		
HOME DEPOT CREDIT SERVICES				
9024650	PRE-MIXED ETHANOL	13.96	07/23	206-55110-242
Total HOME DEPOT CREDIT SERVICES:		13.96		
HORST DISTRIBUTING INC				
103514	FOUR WAY CONNECTOR #206	51.73	07/23	101-53330-225
Total HORST DISTRIBUTING INC:		51.73		

Invoice	Description	Total Cost	Period	GL Account
IPROMOTEU.COM INC				
2144426IDM	SAFETY T-SHIRTS	105.60	07/23	101-55200-213
2144426IDM	SAFETY T-SHIRTS	316.77	07/23	101-53310-213
Total IPROMOTEU.COM INC:		422.37		
JX ENTERPRISES INC				
2499027P	DOOR CHECK STRAP & SENSOR-DEF CONCENTR	420.97	07/23	101-53330-225
Total JX ENTERPRISES INC:		420.97		
KAUKAUNA HIGH SCHOOL				
1/ 2024	KAUKAUNA DANCE CLASSIC REGISTRATIO	300.00	07/23	101-55300-218
10 2024	KAUKAUNA DANCE CLASSIC REGISTRATIO	350.00	07/23	101-55300-218
Total KAUKAUNA HIGH SCHOOL:		650.00		
KERRY'S VROOM SERVICE INC				
10111	OIL & FILTER CHANGE - UNIT#181	49.29	07/23	207-52120-247
Total KERRY'S VROOM SERVICE INC:		49.29		
KUNSTMAN, JOSHUA				
VLIESHOUT 07/23/	SECURITY DEPOSIT REFUND	20.00	07/23	101-21235
Total KUNSTMAN, JOSHUA:		20.00		
LEWISON, GREGG				
HEESAHER 07/15/	SECURITY DEPOSIT REFUND	20.00	07/23	101-21235
Total LEWISON, GREGG:		20.00		
LIVERMORE TECHNOLOGIES LLC				
30	FIBER-OPTIC CONSTRUCTION & PERMITTING	1,664.66	07/23	211-50000-204
Total LIVERMORE TECHNOLOGIES LLC:		1,664.66		
LOCY, MELISSA				
071223	REFUND SWIM LESSON CLASSES	135.00	07/23	204-34423
Total LOCY, MELISSA:		135.00		
MARCO INC				
34505012	MONTHLY COPIER LEASE-1493357 JULY 2023	320.54	07/23	207-52120-207
Total MARCO INC:		320.54		
MENARDS - APPLETON EAST				
41359	ANCHORS & DRILL BITS	32.32	07/23	207-52120-242
41451	CONCRETE CURB FORMS	370.27	07/23	101-53300-215
Total MENARDS - APPLETON EAST:		402.59		
MIDWEST RADAR				
172145	RADAR CERTIFICATION	560.00	07/23	207-52120-205

Invoice	Description	Total Cost	Period	GL Account
Total MIDWEST RADAR:		560.00		
MIDWEST SALT LLC				
P468854	INDUSTRIAL SOUTHERN COARSE SALT	3,893.00	07/23	620-53634-224
P468914	INDUSTRIAL SOUTHERN COARSE SALT	3,923.60	07/23	620-53634-224
Total MIDWEST SALT LLC:		7,816.60		
MUNIZ, VIOLET				
VLIESHOUT 07/22/	SECURITY DEPOSIT REFUND	20.00	07/23	101-21235
Total MUNIZ, VIOLET:		20.00		
NESTLE USA INC				
072823	TID 6 INCENTIVE PAYMENT	577,802.41	07/23	416-57600-268
Total NESTLE USA INC:		577,802.41		
OUTAGAMIE COUNTY TREASURER				
128031	2023 ELECTION EXPENSES	930.90	07/23	101-51440-227
Total OUTAGAMIE COUNTY TREASURER:		930.90		
PAGEL, MAUREEN				
DOYLE 07/15/23	SECURITY DEPOSIT REFUND	20.00	07/23	101-21235
Total PAGEL, MAUREEN:		20.00		
PLATE, STEPHANIE				
07/23/23	SECURITY DEPOSIT REFUND	100.00	07/23	208-21235
Total PLATE, STEPHANIE:		100.00		
PUBLIC SERVICE COMMISSION OF WISCONSIN				
2306-I-03140	NICHOLAS GARVEY COMPLAINT	437.65	07/23	620-53924-262
Total PUBLIC SERVICE COMMISSION OF WISCONSIN:		437.65		
REINDERS INC				
2717088	WEED KILLER	310.00	07/23	101-55200-215
6036503	WASHER SEAL & PLUG #46	22.43	07/23	101-53330-225
Total REINDERS INC:		332.43		
RIESTERER & SCHNELL INC				
2447843	LINKAGE FOR DECK #27	69.53	07/23	101-53330-225
Total RIESTERER & SCHNELL INC:		69.53		
ROMENESKO, DEB				
CFEST 07/15/23	SECURITY DEPOSIT REFUND	50.00	07/23	101-21235
Total ROMENESKO, DEB:		50.00		
SCHAEFER, HEATHER				
072623	PAYOUT 18 PEOPLE FOR PAINTING CLASS	450.00	07/23	101-55300-204

Invoice	Description	Total Cost	Period	GL Account
Total SCHAEFER, HEATHER:		450.00		
SERVICE MOTOR COMPANY				
P82432	ARM FOR LOADER #42	59.21	07/23	101-53330-225
W12372	DIAGNOSTIC CHECK #42	259.20	07/23	101-53330-204
Total SERVICE MOTOR COMPANY:		318.41		
SHERWIN INDUSTRIES INC				
SS098961	ASPHALT SEALANT	5,591.83	07/23	101-53300-216
Total SHERWIN INDUSTRIES INC:		5,591.83		
SHORT ELLIOTT HENDRICKSON INC				
449592	FIRE DEPT SPACE NEEDS ANALYSIS	1,237.86	07/23	101-52200-204
Total SHORT ELLIOTT HENDRICKSON INC:		1,237.86		
SITTE, SARAH				
07/15/23	SECURITY DEPOSIT REFUND	100.00	07/23	208-21235
Total SITTE, SARAH:		100.00		
SKINKIS, RACHEL				
072423	REFUND SWIM LESSON CLASSES	45.00	07/23	204-34423
Total SKINKIS, RACHEL:		45.00		
STANCZAK, SUSAN				
071823	REFUND CANCELLED YOGA CLASS	50.00	07/23	208-34413
Total STANCZAK, SUSAN:		50.00		
STEVENSON, TARA				
CFEST 07/18/23	SECURITY DEPOSIT REFUND	200.00	07/23	101-21235
CFEST 07/18/23	FORFEITURE FOR LATE KEY RETURN	50.00	07/23	101-21235
Total STEVENSON, TARA:		150.00		
SUPERIOR CHEMICAL LLC				
368081	WEED KILLER FOR RAILROADS	874.47	07/23	101-53300-246
Total SUPERIOR CHEMICAL LLC:		874.47		
SWINKLES TRUCKING & EXCAVATING CORP				
57688	PULVERIZED TOPSOIL	172.50	07/23	101-53300-216
Total SWINKLES TRUCKING & EXCAVATING CORP:		172.50		
TECHLIN, KEN				
CFEST 07/23/23	SECURITY DEPOSIT REFUND	50.00	07/23	101-21235
Total TECHLIN, KEN:		50.00		
TOYS FOR TRUCKS INC.				
271944	TRUCK CAP #34	130.00	07/23	101-53330-225

Invoice	Description	Total Cost	Period	GL Account
Total TOYS FOR TRUCKS INC.:		130.00		
TRI CITY GLASS & DOOR				
103071319390	WINDSHIELD #46	204.72	07/23	101-53300-225
Total TRI CITY GLASS & DOOR:		204.72		
TRUCK COUNTRY OF WISC				
R202155872:01	REPAIR A/C #43	267.33	07/23	101-53330-204
Total TRUCK COUNTRY OF WISC:		267.33		
URBANUS, CAROLSUE				
VLIESHOUT 07/16/	SECURITY DEPOSIT REFUND	20.00	07/23	101-21235
Total URBANUS, CAROLSUE:		20.00		
VAN SAMBEEK, NANCY				
072523	REFUND CANCELLED POOL RENTAL	200.00	07/23	204-34421
Total VAN SAMBEEK, NANCY:		200.00		
VAN THIEL, CLAUDIA				
HEESAKKER 07/16	SECURITY DEPOSIT REFUND	20.00	07/23	101-21235
Total VAN THIEL, CLAUDIA:		20.00		
VANDEN HEUVEL, ANN				
HEESAKER 07/22/	SECURITY DEPOSIT REFUND	20.00	07/23	101-21235
Total VANDEN HEUVEL, ANN:		20.00		
WEIMER BEARING AND TRANSMISSION INC				
80373149	BEARING #14	99.60	07/23	101-53330-225
Total WEIMER BEARING AND TRANSMISSION INC:		99.60		
WITTMANN, CORA				
07/16/23	SECURITY DEPOSIT REFUND	100.00	07/23	208-21235
Total WITTMANN, CORA:		100.00		
WRUK, TRACY				
CFEST 07/16/23	SECURITY DEPOSIT REFUND	50.00	07/23	101-21235
Total WRUK, TRACY:		50.00		
Grand Totals:		1,213,494.20		

Report GL Period Summary

Vendor number hash: 253627
Vendor number hash - split: 282238
Total number of invoices: 74

Terms Description	Invoice Amount	Net Invoice Amount
Total number of transactions:	82	
Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	1,213,494.20	1,213,494.20
Grand Totals:	1,213,494.20	1,213,494.20

Report Criteria:

Invoice Detail.Voided = {=} FALSE

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

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

Fee \$ 10.00

Application Date: 6/20/2023

The Village of Little Chute of Outagamie County.

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

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

1. **ORGANIZATION** (check appropriate box) ☐ Bona fide Club ☐ Church ☐ Lodge/Society ☐ Veteran's Organization ☐ Fair Association
- (a) Name Heart of the Valley Chamber of Commerce
(b) Address 101 E. Wisconsin Ave Kaukauna, WI 54130
(c) Date organized 1927
(d) If corporation, given date of incorporation _____
(e) If the named organization is not required to hold a Wisconsin sellers permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐
(f) Names and addresses of all officers:
President/ Executive Director: Nicci Sprangers
Vice President _____
Secretary _____
Treasurer _____
(g) Name and addresses of manager or person in charge of affair: Nicci Sprangers, 101 E. Wisconsin Ave Kaukauna, WI 54130
2. **LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:**
- (a) Street Number _____
(b) Lot _____ Block Main Street
(c) Do premises occupy all or part of building? _____
(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____
3. **NAME OF EVENT**
- (a) List name of the event Little Chute Wine Walk
(b) Dates of event Sept. 14, 2023

DECLARATION

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

Heart of the Valley Chamber
(Name of Organization) of Commerce

Officer Nicci Sprangers
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filled with Clerk _____

Date Reported to the Council or Board _____

Date Granted By Council _____

License No. _____



Item For Consideration

For Board Review On: August 2, 2023
Agenda Item Topic: Fire Budget Adjustment

Prepared On: July 24, 2023
Prepared By: Finance

Report: The Fire Department received \$8,675 in donations that were undesignated for use. The Department is requesting the Village Board to authorize use of these donations as well as the previous \$5,000 donation reassigned for the purchase of dress uniforms.

Fiscal Impact:

2023 BUDGET ADJUSTMENT

Fire Department-General Fund

Donations (Revenue)	+ \$ 8,675
Safety Equipment (Expense)	- \$ 5,000
Contractual Services (Expense)	+\$ 13,675

To recognize donations received not previously brought forward plus reallocation of Cheesefest donation from use originally designated (Fire hose replacement) to dress uniforms per authorizing documentation received from Cheesefest.

Recommendation/Board Action: Please approve the 2023 Budget Adjustment as presented.

Respectfully Submitted,

Lisa Remiker-DeWall, Finance Director



Item For Consideration

For Village Board Review On: 8/02/2023

Agenda Item Topic: Fox Cities Regional Partnership

Prepared On: 7/26/2023

Prepared By: Dave Kittel CDD

Report: The funding level for the Fox Cities Regional Partnership history is attached for your reference. The partnership supplements Village efforts related to regional economic development through the three primary areas of focus:

- Assisting with retention, including visits of primary employers (one on one meetings at primary employers in Little Chute)
- Supporting workforce development efforts (Talent Upload)
- Marketing sites and the Fox Cities to outside site selectors/future residents (Site Selector Visits and Bazaar After Dark)

Over the past years, the Fox Cities Regional Partnership has experienced modest stabilization with the recruitment of a both a new Chamber President and Vice President. Additionally, the Village of Little Chute directly benefited by hosting two Bazaar After Dark events (2018 and 2019) that drew large crowds to Downtown Little Chute. As a dollar per capita investor since inception of the organization, the Village of Little Chute has had the ability to work closely with both our private sector and public sector partners in ensuring the direction of the organization is serving in the best interests of the community. Previously, Little Chute, Neenah, Menasha, Wrightstown, and Calumet County were the only dollar per capita investors. Other municipal and county organizations are funding at a myriad of levels, most closely resembling half of what the communities listed above invest. Currently, Wrightstown is no longer contributing financially to the Regional Partnership and others have expressed varying levels of long-term commitment.

While there is little doubt that the partnership benefits the Village of Little Chute and our existing business partners, the equity of the funding disparities has been troublesome. The partnership has been working to resolve these issues and is working towards a more equitable way to collect membership fees over the last three years, but no change has been presented. While this organization has contributed to the growth of the entire Fox Valley, the Village Board has previously wanted to see a more equitable funding mechanism that has not been established. There have been business retention visits conducted by this group; however, staff feels that many of these efforts can be handled in-house now with many of the site requests coming from other groups. The Village is currently a contributing Chamber member recognizing the benefits of the Chamber, but concern has been raised regarding requests to the Regional Partnership by the Village Board have not been addressed. Lack of information on the funding model in late 2022 resulted in fund not specifically designated for the Regional Partnership but latitude given to the Economic Development Budget to potentially cover some modified level of participation.



Item For Consideration

Fiscal Impact: Fox Cities Regional Partnership is requesting \$11,947 for 2023. We currently pay a for a Connected Communities level membership which is \$200.

Recommendation/Board Action: Staff recommends maintaining the Connected Communities level membership only for 2023 while requesting any input for future budget cycles.

Respectfully Submitted,

Dave Kittel, Community Development Director

				General Ledger Account Distribution						
<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Village Promotion</u>	<u>General Fund Econ Development</u>	<u>TID 4</u>	<u>TID 5</u>	<u>TID 6</u>	<u>TID 7</u>	<u>TID 8</u>
2023 Budget					\$11,400 Total Budget*	NO BUDGET INCLUDED - NOTED INCLUDED IN ECON DEV				
7501	03/04/2022	Fox Cities Chamber of Commerce	11,947.00			2,389.40	2,389.40	2,389.40	2,389.40	2,389.40
6357	10/08/2021	Fox Cities Chamber of Commerce	11,947.00			2,389.40	2,389.40	2,389.40	2,389.40	2,389.40
3083	08/14/2020	Fox Cities Chamber of Commerce	5,778.00			1,155.00	1,155.00	1,158.00	1,155.00	1,155.00
67831	08/21/2019	Fox Cities Chamber of Commerce	7,000.00			1,400.00	1,400.00	1,400.00	1,400.00	1,400.00
63778	05/04/2018	Fox Cities Regional Partnership	10,778.00	10,778.00						
61124	06/21/2017	Fox Cities Regional Partnership	10,778.00	10,778.00						
56958	03/02/2016	Fox Cities Regional Partnership	10,778.00	10,778.00						
55782	10/07/2015	Fox Cities Regional Partnership	10,400.00	10,400.00						

* Total Econ Dev Budget - nothing specific noted for this program

VILLAGE OF LITTLE CHUTE 2023 PROPOSED BUDGET

VILLAGE OF LITTLE CHUTE 2023 PROPOSED BUDGET									(INCREASE)	% CHANGE	
ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2020	ACTUAL 2021	BUDGET 2022	AMENDED	YTD 2022	ESTIMATED 2022	BUDGET 2023	DECREASE 2022	2022	BRIEF EXPLANATIONS OF ANY VARIANCE OVER 3.0%
					BUDGET 2022				BUDGET	BUDGET	
TAX INCREMENT DISTRICT 4											
Tax Increment District 4 Revenues											
414-31112	TID PROPERTY TAXES	1,335,645	1,362,454	1,409,000	1,409,000	1,312,305	1,312,305	1,598,000	189,000	13.41%	Projecting \$.06 tax rate increase due to Appleton Schools expected \$.39 increase
414-33215	STATE EXEMPT COMPUTER AID	900	900	900	900	900	900	900	-	0.00%	
414-33218	STATE AID - PERSONAL PROPERTY	7,750	8,758	7,750	7,750	7,750	7,750	7,750	-	0.00%	
414-33290	OTHER STATE AID	4	-	-	-	-	-	-	-	#DIV/0!	
414-36101	INTEREST ON INVESTMENTS	9,032	2,371	1,000	1,000	3,057	3,057	100	(900)	-90.00%	Decreased cash balance plus market
414-37100	SPECIAL ASSESSMENT REVENUE	-	-	-	-	-	-	55,000	55,000	#DIV/0!	Cherryvale Avenue
414-39060	SALE OF REAL ESTATE	200,155	-	-	-	-	-	-	-	#DIV/0!	
414-39311	BOND PROCEEDS	-	-	500,000	500,000	-	-	-	(500,000)	-100.00%	General Fund Advance in lieu of borrowing per funds set aside for debt reduction
Total Tax Increment District 4 Revenues		1,553,486	1,374,483	1,918,650	1,918,650	1,324,012	1,324,012	1,661,750	(256,900)	-13.39%	
Tax Increment District 4 Expenses											
Cherryvale											
414-50228-101	FULL-TIME WAGES	2,989	11,236	22,662	21,196	15,629	22,662	4,127	(18,535)	-81.79%	Final mapping work - administrative not project expenditure
414-50228-103	SOCIAL SECURITY	233	848	1,734	1,622	1,235	1,734	316	(1,418)	-81.78%	
414-50228-104	RETIREMENT	212	782	1,473	1,377	1,089	1,473	281	(1,192)	-80.92%	
414-50228-105	HEALTH INSURANCE	734	3,051	6,147	5,741	4,135	6,147	1,102	(5,045)	-82.07%	
414-50228-107	LIFE INSURANCE	1	7	16	15	9	16	2	(14)	-87.50%	
414-50228-108	DENTAL INSURANCE	81	218	460	429	292	460	77	(383)	-83.26%	
414-50228-109	DISABILITY INSURANCE	3	31	62	58	39	62	9	(53)	-85.48%	
414-50228-110	OVERTIME	135	348	-	-	1,131	1,200	-	-	#DIV/0!	
414-50228-261	ENGINEERING	-	144	-	-	-	-	-	-	#DIV/0!	
414-50228-263	CONSTRUCTION	-	-	1,318,446	1,318,446	119,812	939,588	-	(1,318,446)	-100.00%	Project came in under bid; contract plus contingency is expected 2022
Evergreen Drive Phase 1											
414-51025-101	FULL-TIME WAGES	5,947	389	-	-	-	-	-	-	#DIV/0!	
414-51025-102	PART-TIME WAGES	-	-	-	-	-	-	-	-	#DIV/0!	
414-51025-103	SOCIAL SECURITY	501	31	-	-	-	-	-	-	#DIV/0!	
414-51025-104	RETIREMENT	458	29	-	-	-	-	-	-	#DIV/0!	
414-51025-105	HEALTH INSURANCE	1,842	108	-	-	-	-	-	-	#DIV/0!	
414-51025-107	LIFE INSURANCE	5	0	-	-	-	-	-	-	#DIV/0!	
414-51025-108	DENTAL INSURANCE	103	6	-	-	-	-	-	-	#DIV/0!	
414-51025-109	DISABILITY INSURANCE	19	1	-	-	-	-	-	-	#DIV/0!	
414-51025-110	OVERTIME	834	33	-	-	-	-	-	-	#DIV/0!	
414-51025-261	ENGINEERING	150	-	-	-	-	-	-	-	#DIV/0!	
414-51025-263	CONSTRUCTION	73,588	10,278	-	-	-	-	-	-	#DIV/0!	
North Evergreen Pond Homes											
414-51228-101	FULL-TIME WAGES	151	-	-	-	-	-	-	-	#DIV/0!	
414-51228-103	SOCIAL SECURITY	11	-	-	-	-	-	-	-	#DIV/0!	
414-51228-104	RETIREMENT	10	-	-	-	-	-	-	-	#DIV/0!	
414-51228-105	HEALTH INSURANCE	43	-	-	-	-	-	-	-	#DIV/0!	
414-51228-108	DENTAL INSURANCE	6	-	-	-	-	-	-	-	#DIV/0!	
414-51228-204	CONTRACTUAL SERVICES	1,029	-	-	-	-	-	-	-	#DIV/0!	
General											
414-57400-101	FULL-TIME WAGES	11,330	11,049	10,650	10,650	7,640	10,650	8,398	(2,252)	-21.15%	Project expenditure period has ended so less time allocated from administrative salaries
414-57400-103	SOCIAL SECURITY	841	825	815	815	567	815	643	(172)	-21.10%	
414-57400-104	RETIREMENT	763	717	692	692	498	692	570	(122)	-17.63%	
414-57400-105	HEALTH INSURANCE	2,204	2,086	1,818	1,818	1,404	1,818	1,499	(319)	-17.55%	
414-57400-107	LIFE INSURANCE	6	5	6	6	4	6	2	(4)	-66.67%	
414-57400-108	DENTAL INSURANCE	134	140	119	119	93	119	107	(12)	-10.08%	
414-57400-109	DISABILITY INSURANCE	30	30	30	30	22	30	18	(12)	-40.00%	
414-57400-204	CONTRACTUAL SERVICES	2,112	1,645	2,000	2,000	2,389	2,389	-	(2,000)	-100.00%	Fox Cities Regional Partnership included in general fund Econ Dev
414-57400-260	ADMINISTRATION	150	150	150	150	150	150	150	-	0.00%	
414-57400-262	LEGAL/AUDIT	9,884	2,645	3,000	3,000	1,162	3,000	4,000	1,000	33.33%	100% Project Expenditure Audit
414-57400-265	DEVELOPMENT INC - PREMIER	255,765	255,453	63,300	63,300	63,412	63,412	-	(63,300)	-100.00%	Incentive fully paid
414-57400-266	DEVELOPMENT INC - EAGLE	41,346	25,680	-	-	-	-	-	-	#DIV/0!	Incentive fully paid
414-57400-267	DEVELOPMENT INC - CROSSWINDS	386,998	443,919	457,000	457,000	441,660	441,660	483,200	26,200	5.73%	
414-57400-268	DEVELOPMENT INC - PRAIREWATER	57,965	57,895	59,700	59,700	54,947	54,947	58,200	(1,500)	-2.51%	
414-57400-269	DEVLOPMENT INC - HONOR POINT	37,014	36,971	38,100	38,100	35,275	35,275	37,400	(700)	-1.84%	

VILLAGE OF LITTLE CHUTE 2023 PROPOSED BUDGET

VILLAGE OF LITTLE CHUTE 2023 PROPOSED BUDGET									(INCREASE)	% CHANGE	
ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2020	ACTUAL 2021	BUDGET 2022	AMENDED	YTD 2022	ESTIMATED 2022	BUDGET 2023	DECREASE 2022	2022	BRIEF EXPLANATIONS OF ANY VARIANCE OVER 3.0%
					BUDGET 2022				BUDGET	BUDGET	
TAX INCREMENT DISTRICT 5											
Tax Increment District 5 Revenues											
415-31112	TID PROPERTY TAXES	393,656	421,954	429,000	429,000	378,393	378,393	391,400	(37,600)	-8.76%	Kaukauna Schools decline in tax rate, Little Chute stable
415-33215	STATE EXEMPT COMPUTER AID	47,262	47,262	47,262	47,262	47,262	47,262	47,262	-	0.00%	
415-33218	STATE AID - PERSONAL PROPERTY	436	(2,124)	435	435	436	436	436	1	0.23%	
415-33290	OTHER STATE AID	8	-	-	-	-	-	-	-	#DIV/0!	
415-36101	INTEREST ON INVESTMENTS	1,408	806	200	200	898	1,000	200	-	0.00%	Decreased cash as will pay back GF \$164K and market
Total Tax Increment District 5 Revenues		442,769	467,897	476,897	476,897	426,989	427,091	439,298	(37,599)	-7.88%	
Tax Increment District 5 Expenses											
General											
415-57500-101	FULL-TIME WAGES	25,027	21,421	19,148	19,148	13,322	19,148	19,086	(62)	-0.32%	Lower staff allocation due to no active projects & Administrator salary impact
415-57500-103	SOCIAL SECURITY	1,853	1,575	1,465	1,465	981	1,465	1,460	(5)	-0.34%	
415-57500-104	RETIREMENT	1,686	1,407	1,243	1,243	870	1,243	1,296	53	4.26%	
415-57500-105	HEALTH INSURANCE	5,014	4,535	3,568	3,568	2,707	3,568	3,388	(180)	-5.04%	
415-57500-107	LIFE INSURANCE	13	11	11	11	7	11	8	(3)	-27.27%	
415-57500-108	DENTAL INSURANCE	301	308	237	237	181	237	227	(10)	-4.22%	Fox Cities Regional Partnership included in general fund Econ Dev., Bond Trust Service Fees
415-57500-109	DISABILITY INSURANCE	67	58	53	53	39	53	41	(12)	-22.64%	
415-57500-204	CONTRACTUAL SERVICES	1,565	5,244	2,000	2,000	2,789	2,789	400	(1,600)	-80.00%	
415-57500-260	ADMINISTRATION	150	150	150	150	150	150	150	-	0.00%	
415-57500-262	LEGAL/AUDIT	4,951	561	3,000	3,000	209	1,000	3,000	-	0.00%	
415-57500-431	OTHER INTEREST	7,907	6,907	3,907	3,907	2,862	2,862	-	(3,907)	-100.00%	General Fund Advance fully repaid
Debt Service											
415-59000-497	TRANSFER TO DEBT SERVICE	267,428	268,828	280,128	280,128	276,064	280,128	276,128	(4,000)	-1.43%	
Total Tax Increment District 5 Expenses		315,963	311,006	314,910	314,910	300,182	312,654	305,184	(9,726)	-3.09%	
TAX INCREMENTAL DISTRICT 5 NET REVENUES (EXPENSES)		126,806	156,891	161,987	161,987	126,807	114,437	134,114	(27,873)	-17.21%	
TID 5 NET FUND BALANCE (DEFICIT)		(136,977)	19,914	181,901	181,901	146,721	134,351	268,465			

VILLAGE OF LITTLE CHUTE 2023 PROPOSED BUDGET

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2020	ACTUAL 2021	BUDGET 2022	AMENDED		ESTIMATED 2022	BUDGET 2023	(INCREASE)	% CHANGE	BRIEF EXPLANATIONS OF ANY VARIANCE OVER 3.0%
					BUDGET 2022	YTD 2022			DECREASE 2022	2022	
416-51216-107	LIFE INSURANCE	4	10	-	-	0	2	-	-	#DIV/0!	
416-51216-108	DENTAL INSURANCE	93	291	-	-	6	102	-	-	#DIV/0!	
416-51216-109	DISABILITY INSURANCE	14	38	-	-	1	16	-	-	#DIV/0!	
416-51216-110	OVERTIME	1,206	2,493	-	-	25	25	-	-	#DIV/0!	
416-51216-204	CONTRACTUAL SERVICES	3,100	-	-	-	-	-	-	-	#DIV/0!	
416-51216-261	ENGINEERING	45,797	23,773	-	-	742	742	-	-	#DIV/0!	
416-51216-263	CONSTRUCTION	358,761	527,358	-	35,000	-	35,000	-	-	#DIV/0!	
<i>Randolph</i>											
416-51217-101	FULL TIME WAGES	119	-	70,220	67,290	16,593	70,220	46,144	(24,076)	-34.29%	
416-51217-103	SOCIAL SECURITY	9	-	5,372	5,148	1,276	5,372	3,532	(1,840)	-34.25%	
416-51217-104	RETIREMENT	8	-	4,565	4,375	1,132	4,565	3,138	(1,427)	-31.26%	
416-51217-105	HEALTH INSURANCE	36	-	18,627	17,817	4,402	18,627	12,464	(6,163)	-33.09%	
416-51217-107	LIFE INSURANCE	-	-	47	45	10	47	23	(24)	-51.06%	
416-51217-108	DENTAL INSURANCE	5	-	1,298	1,236	329	1,298	923	(375)	-28.89%	
416-51217-109	DISABILITY INSURANCE	-	-	195	187	41	195	102	(93)	-47.69%	
416-51217-110	OVERTIME	-	-	-	-	829	829	-	-	#DIV/0!	
416-51217-204	CONTRACTUAL SERVICES	-	-	-	-	1,989	1,989	-	-	#DIV/0!	
416-51217-263	CONSTRUCTION	-	-	-	-	-	-	3,819,674	3,819,674	#DIV/0!	
<i>Traffic Signal N & Evergreen</i>											
416-51218-101	FULL TIME WAGES	170	181	-	-	78	78	-	-	#DIV/0!	
416-51218-103	SOCIAL SECURITY	12	13	-	-	6	6	-	-	#DIV/0!	
416-51218-104	RETIREMENT	11	12	-	-	5	5	-	-	#DIV/0!	
416-51218-105	HEALTH INSURANCE	45	49	-	-	18	18	-	-	#DIV/0!	
416-51218-107	LIFE INSURANCE	0	0	-	-	0	0	-	-	#DIV/0!	
416-51218-108	DENTAL INSURANCE	1	3	-	-	1	1	-	-	#DIV/0!	
416-51218-109	DISABILITY INSURANCE	1	1	-	-	0	0	-	-	#DIV/0!	
416-51218-263	CONSTRUCTION	-	168,529	-	-	(50,625)	-	-	-	#DIV/0!	
<i>General</i>											
416-57600-101	FULL-TIME WAGES	27,318	24,171	22,749	22,749	15,600	22,749	27,552	4,803	21.11%	
416-57600-103	SOCIAL SECURITY	2,038	1,786	1,741	1,741	1,142	1,741	2,107	366	21.02%	
416-57600-104	RETIREMENT	1,850	1,578	1,477	1,477	1,023	1,477	1,870	393	26.61%	
416-57600-105	HEALTH INSURANCE	5,732	5,178	4,384	4,384	3,269	4,384	4,825	441	10.06%	Health insurance decrease
416-57600-107	LIFE INSURANCE	16	13	13	13	9	13	11	(2)	-15.38%	
416-57600-108	DENTAL INSURANCE	320	350	302	302	225	302	330	28	9.27%	
416-57600-109	DISABILITY INSURANCE	78	65	62	62	45	62	60	(2)	-3.23%	
416-57600-110	OVERTIME	163	51	-	-	-	-	-	-	#DIV/0!	
416-57600-204	CONTRACTUAL SERVICES	2,242	2,404	2,000	2,000	2,404	2,404	100	(1,900)	-95.00%	Fox Cities Regional Partnership included in general fund Econ Dev., Bond Trust Service Fees
416-57600-227	PUBLIC INFORMATION	18	-	-	-	-	-	-	-	#DIV/0!	
416-57600-249	UTILITIES	179	67	220	220	-	220	300	80	36.36%	
416-57600-260	ADMINISTRATION	150	150	150	150	150	150	150	-	0.00%	
416-57600-262	LEGAL/AUDIT	80,587	8,216	9,500	9,500	7,569	9,500	41,500	32,000	336.84%	Project activity results in increased legal costs, debt issuance costs
416-57600-266	DEVELOPMENT INC - LC PROP MGMT	-	-	50,000	50,000	21,654	21,654	50,000	-	0.00%	2022 included chargeback for not meeting minimum assessment
416-57600-267	DEVELOPER INCENTIVE - DELLA M	-	114,721	205,000	205,000	189,404	189,404	354,300	149,300	72.83%	Continued buildout on lots
416-57600-268	DEVELOPER INCENTIVE NESTLE	738,389	742,103	748,000	748,000	586,892	586,892	590,000	(158,000)	-21.12%	Decreased value
416-57600-269	DEVELOPER INCENTIVE AGROPUR	-	1,246,112	-	-	-	-	-	-	#DIV/0!	
416-57600-431	OTHER INTEREST	55,365	55,415	55,365	55,365	37,310	55,965	55,965	600	1.08%	Advance from Storm \$881,500) and General Fund (\$964,000)
416-59000-497	TRANSFER TO DEBT SERVICE	46,729	140,700	172,708	172,708	172,708	172,708	194,757	22,049	12.77%	
Total Tax Increment District 6 Expenses		1,426,462	5,727,143	1,373,995	1,465,337	1,016,042	1,255,116	5,209,827	3,835,832	279.17%	
TAX INCREMENTAL DISTRICT 6 NET REVENUES (EXPENSES)											
		5,076,580	(4,363,395)	(246,410)	(327,184)	115,386	(121,388)	(2,194,341)	(1,947,931)	790.52%	
TID 6 NET FUND BALANCE (DEFICIT)											
		4,845,102	481,707	235,297	154,523	597,093	360,318	(1,834,023)			

VILLAGE OF LITTLE CHUTE 2023 PROPOSED BUDGET

VILLAGE OF ETTLE CRISTE 2023 PROPOSED BUDGET								(INCREASE)	% CHANGE		
ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2020	ACTUAL 2021	BUDGET 2022	AMENDED BUDGET 2022	YTD 2022	ESTIMATED 2022	BUDGET 2023	DECREASE 2022 BUDGET	2022 BUDGET	BRIEF EXPLANATIONS OF ANY VARIANCE OVER 3.0%
TAX INCREMENT DISTRICT 7											
Tax Increment District 7 Revenues											
417-31112	TID PROPERTY TAXES	92,025	518,140	736,000	736,000	662,595	662,595	769,000	33,000	4.48%	Projecting flat tax rate for taxing entities
417-33290	OTHER STATE AID	8	-	-	-	-	-	-	-	#DIV/0!	
417-36101	INTEREST ON INVESTMENTS	1,293	775	1,000	1,000	1,466	1,466	1,200	200	20.00%	
Total Tax Increment District 7 Revenues		93,326	518,915	737,000	737,000	664,061	664,061	770,200	33,200	4.50%	
Tax Increment District 7 Expenses											
Evergreen Drive Phase 1											
417-51025-101	FULL-TIME WAGES	7,775	457	-	-	-	-	-	-	#DIV/0!	
417-51025-102	PART-TIME WAGES	-	-	-	-	-	-	-	-	#DIV/0!	
417-51025-103	SOCIAL SECURITY	665	36	-	-	-	-	-	-	#DIV/0!	
417-51025-104	RETIREMENT	608	33	-	-	-	-	-	-	#DIV/0!	
417-51025-105	HEALTH INSURANCE	2,446	129	-	-	-	-	-	-	#DIV/0!	
417-51025-107	LIFE INSURANCE	7	0	-	-	-	-	-	-	#DIV/0!	
417-51025-108	DENTAL INSURANCE	137	7	-	-	-	-	-	-	#DIV/0!	
417-51025-109	DISABILITY INSURANCE	28	1	-	-	-	-	-	-	#DIV/0!	
417-51025-110	OVERTIME	1,237	39	-	-	-	-	-	-	#DIV/0!	
417-51025-261	ENGINEERING	176	-	-	-	-	-	-	-	#DIV/0!	
417-51025-263	CONSTRUCTION	86,386	11,987	-	-	-	-	-	-	#DIV/0!	
Bridgewater											
417-51026-103	SOCIAL SECURITY	(2)	-	-	-	-	-	-	-	#DIV/0!	
417-51026-105	HEALTH INSURANCE	129	-	-	-	-	-	-	-	#DIV/0!	
417-51026-108	DENTAL INSURANCE	17	-	-	-	-	-	-	-	#DIV/0!	
Evergreen Drive Phase 3											
417-51028-101	FULL-TIME WAGES	1,064	38	-	-	-	-	43,303	43,303	#DIV/0!	
417-51028-103	SOCIAL SECURITY	83	3	-	-	-	-	3,466	3,466	#DIV/0!	
417-51028-104	RETIREMENT	76	3	-	-	-	-	3,081	3,081	#DIV/0!	
417-51028-105	HEALTH INSURANCE	302	10	-	-	-	-	11,461	11,461	#DIV/0!	
417-51028-107	LIFE INSURANCE	1	0	-	-	-	-	20	20	#DIV/0!	
417-51028-108	DENTAL INSURANCE	13	1	-	-	-	-	840	840	#DIV/0!	
417-51028-109	DISABILITY INSURANCE	3	0	-	-	-	-	95	95	#DIV/0!	
417-51028-110	OVERTIME	68	-	-	-	-	-	2,000	2,000	#DIV/0!	
Ebben Trail and Storm Phase III											
417-51216-101	FULL-TIME WAGES	-	-	-	-	-	-	5,153	5,153	#DIV/0!	
417-51216-103	SOCIAL SECURITY	-	-	-	-	-	-	395	395	#DIV/0!	
417-51216-104	RETIREMENT	-	-	-	-	-	-	350	350	#DIV/0!	
417-51216-105	HEALTH INSURANCE	-	-	-	-	-	-	1,372	1,372	#DIV/0!	
417-51216-107	LIFE INSURANCE	-	-	-	-	-	-	2	2	#DIV/0!	
417-51216-108	DENTAL INSURANCE	-	-	-	-	-	-	99	99	#DIV/0!	
417-51216-109	DISABILITY INSURANCE	-	-	-	-	-	-	12	12	#DIV/0!	
General											
417-57600-431	OTHER INTEREST	886	3,190	-	-	-	-	-	-	#DIV/0!	General Fund Advance paid off August 2021
417-57700-101	FULL-TIME WAGES	25,115	23,480	24,193	24,193	16,605	24,193	28,710	4,517	18.67%	
417-57700-103	SOCIAL SECURITY	1,860	1,733	1,851	1,851	1,219	1,851	2,196	345	18.64%	
417-57700-104	RETIREMENT	1,692	1,527	1,571	1,571	1,087	1,571	1,949	378	24.06%	
417-57700-105	HEALTH INSURANCE	5,014	4,816	4,582	4,582	3,415	4,582	5,042	460	10.04%	
417-57700-107	LIFE INSURANCE	13	12	14	14	9	14	12	(2)	-14.29%	
417-57700-108	DENTAL INSURANCE	301	327	310	310	232	310	347	37	11.94%	
417-57700-109	DISABILITY INSURANCE	67	63	66	66	48	66	62	(4)	-6.06%	
417-57700-204	OTHER CONTRACTUAL SERVICES	1,155	2,389	2,000	2,000	2,389	2,389	-	(2,000)	-100.00%	Fox Cities Regional Partnership included in general fund Econ Dev., Bond Trust Service Fees
417-57700-262	LEGAL SERVICES	2,031	1,672	-	-	379	1,000	2,000	2,000	#DIV/0!	Audit and legal
417-57700-267	TID 7 DEVELOPMENT INCENTIVE	-	157,189	310,000	310,000	174,858	174,858	398,060	88,060	28.41%	GLK and Bridgewater Incentives
417-59000-497	TRANSFER TO DEBT SERVICE	30,000	30,552	65,703	65,703	65,703	65,703	70,102	4,399	6.70%	
417-60000-260	ADMINISTRATION	150	150	150	150	150	150	150	-	0.00%	
Total Tax Increment District 7 Expenses		169,502	239,847	410,440	410,440	266,093	276,687	580,279	169,839	41.38%	
TAX INCREMENTAL DISTRICT 7 NET REVENUES (EXPENSES)		(76,176)	279,068	326,560	326,560	397,968	387,374	189,921	(136,639)	-41.84%	
TID 7 NET FUND BALANCE (DEFICIT)		(157,133)	121,935	448,495	448,495	519,903	509,309	699,230			

VILLAGE OF LITTLE CHUTE 2023 PROPOSED BUDGET

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2020	ACTUAL 2021	BUDGET 2022	AMENDED		ESTIMATED 2022	BUDGET 2023	(INCREASE)	% CHANGE	BRIEF EXPLANATIONS OF ANY VARIANCE OVER 3.0%
					BUDGET 2022	YTD 2022			DECREASE 2022		
									BUDGET	2022	
418-57800-204	CONTRACTUAL SERVICES	3,696	2,788	3,800	3,800	2,796	3,800	1,400	(2,400)	-63.16%	Fox Cities Regional Partnership included in general fund Econ Dev., Utilities Land Held for Resale
418-57800-260	ADMINISTRATION	150	150	150	150	150	150	150	-	0.00%	
418-57800-262	LEGAL SERVICES	31,161	3,388	6,500	6,500	5,059	6,500	6,500	-	0.00%	
418-57800-266	DEVELOPMENT INC COBBLESTONE	-	-	-	-	-	-	78,300	78,300	#DIV/0!	
418-57800-431	OTHER INTEREST	1,800	8,380	22,800	22,800	7,420	11,430	14,415	(8,385)	-36.78%	General Fund Advance as needed for cash flow
418-59000-497	TRANSFER TO DEBT SERVICE	79,668	142,328	143,392	143,392	143,393	143,393	141,905	(1,487)	-1.04%	
Total Tax Increment District 8 Expenses		164,028	593,572	298,855	1,741,218	211,929	1,736,861	327,567	28,712	9.61%	
TAX INCREMENTAL DISTRICT 8 NET REVENUES (EXPENSES)		1,852,399	(462,120)	(198,355)	(1,627,431)	(209,065)	(1,733,998)	(232,727)	(34,372)	17.33%	
TID 8 NET FUND BALANCE (DEFICIT)		1,855,163	1,393,043	1,194,688	(234,388)	1,183,978	(340,955)	(573,682)			

VILLAGE OF LITTLE CHUTE 2023 PROPOSED BUDGET

VILLAGE OF LITTLE CHUTE 2023 PROPOSED BUDGET									(INCREASE)	% CHANGE		
ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2020	ACTUAL 2021	AMENDED			YTD 2022	ESTIMATED 2022	BUDGET 2023	DECREASE 2022	2022	BRIEF EXPLANATIONS OF ANY VARIANCE OVER 3.0%
				BUDGET 2022	BUDGET 2022					BUDGET	BUDGET	
Economic Development												
101-56700-201	TRAINING & CONFERENCES	650	-	1,000	1,000	120	200	1,500	500	50.00%		
101-56700-204	CONTRACTUAL SERVICES	-	4,635	3,200	3,200	(500)	3,200	3,200	-	0.00%		
101-56700-207	PRINTING & REPRODUCTION	50	-	1,500	1,500	-	-	1,000	(500)	-33.33%		
101-56700-208	BOOKS,SUBSCRIPTIONS,MEMBERSHIP	520	520	1,100	1,100	320	520	1,100	-	0.00%		
101-56700-227	PUBLIC INFORMATION	550	1,500	4,000	4,000	500	1,500	4,000	-	0.00%		
101-56700-260	ADMINISTRATION	10	-	100	100	10	10	100	-	0.00%		
101-56700-264	OTHER	193	-	500	500	508	508	500	-	0.00%		
101-56710-101	FULL TIME WAGES	226	-	23,082	23,082	14,637	23,082	26,389	3,307	14.33%	Wage and Comp Study Implementation, staff allocations based on current year priorities	
101-56710-103	SOCIAL SECURITY	16	-	1,766	1,766	1,028	1,766	2,019	253	14.33%		
101-56710-104	RETIREMENT	15	-	1,501	1,501	1,083	1,501	1,794	293	19.52%	WRS Rate increase from 6.5% to 6.8%	
101-56710-105	HEALTH INSURANCE	66	-	6,322	6,322	4,367	6,322	6,520	198	3.13%	Budgeted based on current plan elections and rates approved by Village Board 9-21-22	
101-56710-107	LIFE INSURANCE	-	-	16	16	10	16	12	(4)		Decrease in rates per \$1000 from .175 to .13	
101-56710-108	DENTAL INSURANCE	8	-	485	485	336	485	511	26	5.36%	Budgeted based on current plan elections and rates approved by Village Board 9-7-22	
101-56710-109	DISABILITY INSURANCE	-	-	61	61	41	61	58	(3)	-4.92%	Decrease in rates from .0028 to .00221	
101-56710-262	LEGAL SERVICES	1,925	-	-	20,000	4,676	20,000	-		#DIV/0!	Landfill siting committee max was \$20,000 so complete	
101-57610-263	DEVELOPMENT INC-FOX RIVER GR	182,239	60,000	60,000	60,000	60,000	60,000	60,000	-	0.00%	Funds are designated in fund balance so not tax levy impact but does apply to exp restraint	
Total Economic Development		186,469	66,655	104,633	124,633	87,137	119,171	108,703	4,070	3.89%		



Item For Consideration

For Board Review On: August 2, 2023

Prepared On: July 25, 2023

Agenda Item Topic: 2024 Personnel Addition Requests

Prepared By: Finance

Report: Per the budget guidance adopted by the Village Board on July 19, 2023, the attached personnel changes were requested by various departments.

Fiscal Impact: Each request is provided for your review and includes a Finance Budget summary impact on page 2 to give a high-level overview, areas that may need further research and /or potential options to consider as move through the tedious balancing act of Village areas of need, policy compliance and being responsible stewards meeting various constraints.

Recommendation/Board Action: This early in the 2024 Budget formulation, it is difficult to predict funding availability. Preliminary tax and expenditure restraint parameters offset by increased costs of ongoing operations suggest the potential to add personnel, services or supplies will be in the range of \$175,000 for tax levy supported operations.

Items of significance monitoring:

- Health insurance rates will not be known until August; however, Finance Director participation in State Health Insurance Board meeting on July 26 suggested 6%.
- Quotes requested but not received yet for dental rate options based on our year-to-date experience.
- Analysis in process on moving Village Hall phone system to Microsoft Teams that is anticipated to bring future long-term savings over initial investment.
- Department non-personnel supplemental requests are not due until August 25, 2023.
- Building, heating, and plumbing permit revenue has slowed currently only at 32% of budgeted revenue.
- Impact of Act 12 on tax rates for all local jurisdictions that could reduce cash flow in our TID Districts.
- Nestle has filed an appeal for their 2022 and 2023 Assessments. If you recall, Nestle was successful on the 2021 and 2022 appeal that resulted in a chargeback of \$31,874.77 to the Village.

Respectfully Submitted,

Lisa Remiker-DeWall, Finance Director



Village of Little Chute 2024 Budget Change Request Form

2024 Department Request

Department: Public Works

Title of Request/Project: Discontinuation of the Environmental Permitting Specialist

Fiscal Year Impact (one time or recurring): Recurring

Type of Request: ☒ Personnel ☐ Equipment ☐ Programs ☐ Other/Discontinuation

If "other" please explain:

Account Number: _____ Amount: _____

Explanation of Request:

The restructuring of the Public Works and Engineering Division creates an opportunity to discontinue the Environmental Permitting Specialist position in the Village Table of Organization. The workload will be absorbed by the four (4) existing Village Engineering Technicians.

Comments on projected efficiencies/savings related to this request:

Savings include; position wages, fringe benefits, monthly cellular phone charges, clothing allowance, and professional license reimbursement.

Projected offsets within your budget related to this request:

We request to use the savings associated with the discontinuation of the Environmental Permitting Specialist position to staff another (1) position in the public works labor pool.

How does this request align with the Village and/or Department Vision, Mission, or any adopted applicable plans?

The elimination of this position streamlines the Engineering division of the Public Works Department.

Other Comments:

FINANCE PROVIDED BUDGETARY ANALYSIS:

Funds Impacted:

Construction Fund	(60,528)
Sewer Utility	(2,422)
Water Utility	(2,422)
Stormwater Utility	(55,686)
Total	(\$121,058)

NOTE: This elimination is proposed in conjunction with adding a DPW laborer position. Individual fund impacts will also be effected by the Engineering Tech positions labor allocations.



Village of Little Chute 2024 Budget Change Request Form

2024 Department Request

Department: Public Works

Title of Request/Project: New additional DPW Labor position

Fiscal Year Impact (one time or recurring): Recurring

Type of Request: ☒ Personnel ☐ Equipment ☐ Programs ☐ Other/Discontinuation

If "other" please explain:

Account Number: _____

Amount: _____

Explanation of Request:

With the growth of the Village and the potential discontinuation of the Environmental Permitting Specialist position, we desire to add a labor position to the DPW table of organization.

Comments on projected efficiencies/savings related to this request:

If the Environmental Permitting Specialist position is approved to be discontinued, and this new DPW laborer position is approved to be added to the table of organization, there will be an overall reduction in the budget. The Environmental Permitting Specialist position is compensated at a higher level than a laborer position.

CONTINTUED ON NEXT PAGE

Projected offsets within your budget related to this request:

The budget offset is the elimination of the Environmental Permitting Specialist position.

How does this request align with the Village and/or Department Vision, Mission, or any adopted applicable plans?

The proposed addition of a DPW laborer will contribute to enhancing and sustaining the quality of life in the Village. The shared pool of DPW/PR&F employees was reduced from 15 to 14 in 2018.

Other Comments:

FINANCE PROVIDED BUDGETARY IMPACT:

Funds impacted:

General Fund	\$45,722
Sanitation Fund	\$16,748
Sewer Utility	\$ 8,374
Water Utility	\$ 1,591
Stormwater Utility	<u>\$14,655</u>
Total	\$ 87,090

NOTE: The addition of this DPW Laborer position is offset by the elimination of the Environmental Permitting Specialist position. Individual fund impacts will also be effected by changes in Engineering Tech position allocations.



Village of Little Chute 2024 Budget Change Request Form

2024 Department Request

Department: Library

Title of Request/Project: Additional full-time Librarian

Fiscal Year Impact (one time or recurring): Recurring

Type of Request: ☒ Personnel ☐ Equipment ☐ Programs ☐ Other/Discontinuation

If "other" please explain:

Account Number: 206-55110-101

Amount: \$58,302-\$66,222

Explanation of Request:

The Little Chute annual report to the department of instruction reports that our staff FTE is at 6.8. Targets for Wisconsin Public Library Standards for staffing suggest 8.52FTE for Basic Level of service for the Little Chute service population. Moderate Level of service suggests 9.74FTE. Of all the Fox Cities libraries, Little Chute is the only library operating with less than three full time staff.

The Little Chute Library since separating from Kimberly has greatly increased use. Please see below statistics.

Projected Circulation of materials for 2023: 194,000 items
2022: 141,043 items
2021: 89,565

Projected Library visits for 2023: 95,760
2022: 83,747
2021: 26,843

Comments on projected efficiencies/savings related to this request:

Increasing full-time wage expenditures will adjust the libraries cost per circulation to a rate that is more in-line with previous years cost per circulation and other libraries in the library system. Increasing our cost per circulation to previous levels will also increase the cross county funding to the Little Chute Library.

Increasing full time staff will help to mitigate an overabundant workload on current staff. It will also allow the library to better serve the community and increase our ability to provide outreach services, more specialized programming, and increase services to specific demographics.

Our library is gaining recognition for its unique approach to library space and programming and we want to maintain our growth.

Projected offsets within your budget related to this request:

None

How does this request align with the Village and/or Department Vision, Mission, or any adopted applicable plans?

2023-2028 Strategic Plan approved by the Library Board indicates a need for more library staff.

Other Comments:

FINANCE PROVIDED BUDGETARY ANALYSIS:

Salary with benefit impact is \$97,719. This will be a full tax levy impact since Library aids lag as OWLS uses DPI 2022 Actual Report to calculate 2024 aid.

Equipment and Training (CPE) Budget ~ \$3,000

Consider funding partial year allowing new Library Director to be part of hiring process and structuring personnel needs.



Village of Little Chute 2024 Budget Change Request Form

2024 Department Request

Department: Fox Valley Metro Police Department

Title of Request/Project: Clerical Staffing

Fiscal Year Impact (one time or recurring): Recurring

Type of Request: ☒ Personnel ☐ Equipment ☐ Programs ☐ Other/Discontinuation

If "other" please explain:

Account Number: 207-52120-102

Amount: \$52,600 to \$72,600

Explanation of Request:

The FVMPD currently has one full-time and one part-time police clerk position. Both positions are directly supervised by the administrative manager.

The clerk position performs a variety of jobs/tasks including but not be limited to: answering phone calls, dispatching low level calls for service, assisting walk-in customers, reviewing and processing police incident reports, completing open records requests and processing traffic, municipal ordinance, and parking citations.

Due to a variety of factors, the workload for the clerks has increased in recent years. Staff is falling behind in their duties and the work is piling up. These duties cannot be redirected or distributed to other staff members. We also have sworn staff who are inundated with property control responsibilities.

Adding a full-time clerk position to our staff would allow us to better handle the clerical work load and also shift some of the property control duties away from the investigators and transition them to the clerical staff.

Comments on projected efficiencies/savings related to this request:

The additional full-time clerk position would enable us to accomplish the following:

- Catch up on open records requests and process these requests in a timely and legal manner (per state statute).
- Process citations more quickly and get them assigned to the municipal courts in a more timely manner.
- Review and transmittal of incident reports to the district attorney's office in a timely manner.
- Re-distribute property control duties away from the sworn investigators.
- Allow the administrative manager to focus more on her duties and responsibilities; as she is now assisting the clerical staff with many of these responsibilities.

Projected offsets within your budget related to this request:

There are no financial projected offsets. The offsets would be in the form of the workload being distributed or re-distributed amongst the appropriate staff.

FINANCE BUDGETARY NOTES:

Joint formula cannot be calculated for the 2024 Budget until Equalized Values for 1/1/23 and population estimates released. 2023 Budget 61.55% Little Chute and 38.45% Kimberly.

Could consider moving to two full time clerk positions to meet budgetary constraints both Villages may be facing as an option that would give some relief. Kimberly has expressed interest in this option.

How does this request align with the Village and/or Department Vision, Mission, or any adopted applicable plans?

This project aligns with the department's and the villages mission of serving the public in a professional, efficient, and effective manner. When the workload becomes excessive for staff, productivity falls behind and the service to the public is not delivered in a timely and professional manner.

Other Comments:

Open records Requests

The number of open records requests have increased steadily. More so, the requests for video requiring viewing and redaction have increased. All video requests require staff to view the entire file to ascertain if redactions are necessary, redact as appropriate and then confirm redactions. A records request for an incident in which multiple officers have responded can take 10 plus uninterrupted hours to process the video alone. Currently, we are out 40+ days for video processing which is well outside the 10-working day time-frame that the Department of Justice finds reasonable.

Open record requests by year:

2015 336
2016 385
2017 426
2018 470
2019 738
2020 603 (Covid)
2021 616
2022 642
2023 434 ytd anticipated: 850



Item For Consideration

For Board Review On: August 2, 2023
Agenda Item Topic: Pool Information

Prepared On: July 24, 2023
Prepared By: John McDonald
Parks, Recreation, & Forestry

Report: Staff has prepared statistical pool information per Village Board request. Data includes a list of financial details, patron use statistics, and historical larger maintenance expenditures and/or capital assets. These are provided for your reference.

Fiscal Impact: The tax levy has averaged 65.9% of total revenue while Charges for Services make up the majority of the remaining 34.1%. Operating transfers from the General Fund occurred in 2014 (\$102,621), 2015 (\$29,635), 2016 (\$54,322), 2017 (\$35,112) and 2019 (\$100,000) to bring the aquatics funds out of a deficit situation.

The tax levy was \$50,000 (2017-2019) while in 2020 the levy was increased to \$109,394 to take action to present a balanced budget. The levy since has maintained a balanced budget (2021 \$115,722; 2022 \$120,791 and 2023 \$123,903). User fees and other revenues annual average was \$60,086 from 2017-2023.

Recommendation/Board Action: Staff requests a review of presented information for guidance in future pool operations.

Respectfully Submitted,

John McDonald

Parks, Recreation, & Forestry Department

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2017	ACTUAL 2018	ACTUAL 2019	ACTUAL 2020	ACTUAL 2021	ACTUAL 2022	BUDGET 2023	AMENDED BUDGET 2023	YTD 2023
AQUATICS										
Aquatics Revenue										
204-31111	GENERAL PROPERTY TAXES	50,000.00	50,000.00	50,000.00	109,394.00	115,722.00	120,791.00	123,903.00	123,903.00	93,378.63
204-33290	OTHER STATE AID	-	-	-	1,357.34	-	-	-	-	-
204-34420	EVERY KID COUNTS	475.00	475.00	550.00	600.00	-	850.00	400.00	400.00	600.00
204-34421	AQUATICS (TX)	22,422.86	22,034.47	22,097.28	23,944.59	27,702.90	28,163.89	30,000.00	30,000.00	20,678.98
204-34422	SEASON PASS	5,781.32	5,335.14	4,417.78	-	3,731.48	7,414.47	6,000.00	6,000.00	6,733.75
204-34423	SWIMMING LESSONS	14,347.50	16,050.00	15,285.00	12,160.00	19,505.00	20,045.00	17,000.00	17,000.00	15,045.00
204-34433	POOL CONCESSIONS (TX)	12,458.74	13,019.13	12,108.96	8,387.25	10,975.02	11,427.05	11,000.00	11,000.00	8,872.72
204-34990	POOL CASH OVER/(SHORT)	(147.19)	(66.06)	(6.80)	(14.69)	(17.60)	139.10	-	-	126.20
204-36101	INTEREST ON INVESTMENTS	12.06	61.13	-	538.25	223.82	827.28	300.00	300.00	3,014.76
204-38301	DONATIONS	-	761.56	2,324.00	1,000.00	1,500.00	116.85	-	-	-
204-38622	OTHER CLAIM/REIMBURSEMENT	670.00	145.00	4,039.00	-	76.00	-	-	-	-
204-38623	TRAINING REIMBURSEMENT	360.00	-	-	-	-	-	-	-	-
204-39101	TRANSFER FROM OTHER FUNDS	35,112.24	-	100,000.00	-	-	-	-	-	-
Total Aquatics Revenue		141,492.53	107,815.37	210,815.22	157,366.74	179,418.62	189,774.64	188,603.00	188,603.00	148,450.04
Aquatics Expenses										
204-55420-101	FULL-TIME WAGES	-	-	20.39	-	6,682.80	6,725.44	7,939.00	7,939.00	4,275.05
204-55420-102	PART-TIME WAGES	61,404.05	70,821.66	68,358.90	60,464.86	70,524.86	78,105.40	82,000.00	82,000.00	42,353.68
204-55420-103	SOCIAL SECURITY	4,747.72	5,455.15	5,231.02	4,625.53	5,898.84	6,457.37	6,880.00	6,880.00	3,557.94
204-55420-104	RETIREMENT	-	-	-	-	429.50	437.99	540.00	540.00	290.78
204-55420-105	HEALTH INSURANCE	-	-	-	-	1,187.51	2,013.64	2,108.00	2,108.00	1,216.36
204-55420-107	LIFE	-	-	-	-	5.00	4.76	4.00	4.00	2.13
204-55420-108	DENTAL INSURANCE	-	-	-	-	85.89	85.23	89.00	89.00	51.15
204-55420-109	DISABILITY INSURANCE	-	-	-	-	15.73	16.93	18.00	18.00	10.20
204-55420-110	OVERTIME	658.10	488.14	-	-	85.59	-	-	-	106.13
204-55420-201	TRAINING & CONFERENCES	-	-	-	-	-	642.00	650.00	650.00	650.00
204-55420-203	TELEPHONE	418.34	263.57	491.68	428.95	1,193.13	537.97	550.00	550.00	569.91
204-55420-204	CONTRACTUAL SERVICES	15,853.36	3,518.84	2,597.40	1,378.00	1,658.00	198.00	2,800.00	2,800.00	1,394.99
204-55420-206	OFFICE SUPPLIES	193.71	-	103.50	160.61	44.74	315.86	500.00	500.00	232.90
204-55420-211	FOOD & PROVISIONS	8,843.66	9,009.93	7,609.01	5,120.70	6,856.58	8,312.16	8,100.00	8,100.00	6,266.37
204-55420-213	SAFETY EQUIPMENT	1,159.71	770.84	2,610.28	1,492.87	1,353.99	2,344.34	1,500.00	1,500.00	1,052.92
204-55420-216	CONSTRUCTION MATERIALS	40.31	212.43	10.90	1,012.04	-	-	350.00	350.00	103.56
204-55420-218	OPERATIONAL SUPPLIES	3,048.37	2,951.30	3,328.68	2,361.29	2,618.12	3,969.18	3,000.00	3,000.00	3,666.10
204-55420-221	SMALL EQUIPMENT	559.96	705.29	188.00	-	901.80	244.94	1,300.00	1,300.00	169.99
204-55420-222	JANITORIAL SUPPLIES	377.26	212.70	143.09	57.00	30.47	275.66	400.00	400.00	-
204-55420-225	POOL CHEMICALS	8,856.05	8,910.63	8,836.69	9,456.00	10,165.16	13,302.17	15,700.00	15,700.00	16,182.27
204-55420-226	POSTAGE	633.63	649.65	729.38	516.40	532.67	636.18	750.00	750.00	812.20
204-55420-230	WORKERS COMPENSATION	2,800.00	2,782.00	2,532.06	3,386.00	4,392.00	4,356.00	5,088.00	5,088.00	3,799.30
204-55420-231	PROPERTY & LIABILITY INSURANCE	-	-	9,013.00	2,123.00	3,004.00	3,133.00	3,337.00	3,337.00	3,069.00
204-55420-242	BLDG & GRNDS REPAIRS/MAINT	1,940.10	4,155.55	7,418.51	4,535.47	7,521.50	6,017.15	20,000.00	20,000.00	13,321.58
204-55420-249	UTILITIES	29,958.20	28,866.86	28,692.11	25,481.32	35,004.33	46,269.70	40,000.00	40,000.00	17,426.36
204-55420-302	EQUIPMENT REPLACEMENT	-	-	15,949.07	10,623.91	4,415.00	-	-	-	-
Total Aquatics Expenses		141,492.53	139,774.54	163,863.67	133,223.95	164,607.21	184,401.07	203,603.00	203,603.00	120,580.87
AQUATICS NET REVENUES (EXPENSES)		-	(31,959.17)	46,951.55	24,142.79	14,811.41	5,373.57	(15,000.00)	(15,000.00)	27,869.17
AQUATICS FUND BALANCE (DEFICIT)		-	(31,959.17)	14,992.38	39,135.17	53,946.58	59,320.15	44,320.15	44,320.15	
FUND BALANCE WITHOUT GENERAL FUND TRANSFER		(35,112.24)	(67,071.41)	(152,079.03)	(112,943.85)	(58,997.28)	322.87	44,643.02	44,643.02	
WORKING CAPITAL RESERVE GOAL - 25% NEXT YEAR BUDGET		34,944.00	40,966.00	33,306.00	41,152.00	46,100.00	46,100.00	46,100.00	47,944.00	
ADJUSTED (DEFICIT) FUND BALANCE*		(70,056.24)	(108,037.41)	(185,385.03)	(154,095.86)	(105,097.28)	(45,777.13)	(1,456.98)	(3,300.98)	
*ABOVE DOES NOT ACCOUNT FOR INCREASE IN TAX LEVY					(213,489.86)	(170,819.28)	(116,568.13)	(75,359.98)	(74,091.98)	

Patron Use Statistics							
	2017	2018	2019	2020	2021	2022	2023
Actual Days Open	70	78	77	CVD-19	72	66	72
Scheduled Days open to Public	79	84	85	77	77	77	77
Total Patron Attendance - Season	11,582	11,166	11,062	8,048	10,952	10,952	7,444
Swim Lesson Participation	430	414	462	319	606	583	596
Number of Season Passes	165	208	165	0	59	109	248
Number of Special Events	4	5	5	1	3	5	8
Number of Private Rentals	28	38	40	19	13	22	44
Number of Birthday Parties	n/a	n/a	n/a	n/a	n/a	13	11

n/a --> not available

as of 7.23.23

Historical Larger Maintenance Expenditures and/or Capital Assets

2006

- Pool Filter Replacement Project - \$2,250.00

2007

- Pool Boiler Replacement - \$13,000.00
- New Pool Filters – \$64,368.89

2008

- Paint Pool - \$36,141.33

2009

- VGB Work – \$3,277.50
- Diving Boards - \$5,345.82

2010

- VGB Work - \$13,884.00
- Pool Study - \$6,709.63

2011

- Final VGB Work - \$2,050.00

2012

- ADA Lift and Repair Slide Pump - \$13,350.87

2013

- Repair Lift Station and Pool Heater - \$10,100.91
- Sandblast Pool - \$28,860.00
- Water Slide Engineer and Demolition - \$11,932.82
- Water Slide - \$104,788.70

2014

- Balance for Pool Painting - \$50,000.00
- Pool Slide Final Items - \$30,056.13

2015

- Pool Vacuum - \$7,200.00
- Pool Heater - \$15,261.79
- New Slide Pump - \$7,912.01

TOTAL 10 YEAR SPENDING - \$426,490.40

2016

- Pool Study - \$18,140.40 Ramaker & Associates

2017

- Pool Survey (UW River Falls) -\$5,943.50 – UW River Falls
- Caulk Pool Joints and Touch Up Paint - \$8,500.00

2018

- Pool Signs - \$1,295

2019

- New Shingle Roofs for Pool (FEMA Dollars from Storm) **\$6,012**
 - *not included in overall total*

2020

- Boiler Updates - \$3,401.99
- Exhaust Fan - \$365.75
- Pool Paint - \$7,495
- Pool Camera Upgrade - \$6,000.57

2021

- Pool Paint - \$4,415
- Boiler Repair - \$4,744.48
- Conceptual Design for Splash Pad - \$1,203.75

2022

- Removal of Slide Pump for Analysis - \$669.35

2023

- Professional Caulking - \$7,270
- Exhaust Fan - \$4,998

TOTAL 2016 to CURRENT 2023 YEAR SPENDING - \$74,442.79

TOTAL 18 YEAR SPENDING - \$500,933.16



Item For Consideration

For Board Review On: August 2, 2023
Agenda Item Topic: Change Order – Ebben Trail

Prepared On: July 19, 2023
Prepared By: John McDonald
Parks, Recreation, & Forestry

Report: Staff has received Change Order #2 for the Ebben Trail Phase II.

This past spring, Contech finalized their final design plans for the prefabricated bridge and forwarded results to McMahon for coordination with the final concrete abutment design. A Milbach Construction change order is necessary for the additional concrete abutment construction costs based on the finalized prefabricated bridge design.

Fiscal Impact: The project is within budget with the change order.

	2022	2022	2023	2023
	Budget	Actual	Budget	Est Actual
Milbach Contruction				
Contract	243,510.34	-	243,510.34	243,510.34
Change Order 1 - Railing	28,843.85	-	28,843.85	28,843.85
Change Order 2 - Abutment	-	-	-	1,705.00
Pedestrian Bridge Direct Purchase				
Contech	182,300.00	-	182,300.00	182,300.00
Engineering Fees & Permits	71,810.00	64,419.77	7,390.23	7,390.23
Village Labor and Contingency	11,535.81	1,350.23	10,185.58	5,946.00
Total	538,000.00	65,770.00	472,230.00	469,695.42

Recommendation/Board Action: Staff recommends that board approve the Change Order for Ebben Trail Phase II Project as presented.

Respectfully Submitted,
John McDonald – Parks, Recreation, & Forestry Department



July 19, 2023

Village of Little Chute
Attn: Laurie Decker, Clerk
108 W. Main Street
Little Chute, WI 54140

Re: Village of Little Chute
2022 Pedestrian Bridges & Trail
Change Order #1
McM. No. L0001-09-22-00108

Dear Laurie:

Enclosed herewith is Change Order #1 for the above referenced project. This change is an increase to the Contract in the amount of \$1,705.00. The current Contract Price is \$274,059.19.

Please review and sign in the space provided. **Return all copies to our office**, and we will distribute accordingly.

Should you have any questions, please contact our office at your convenience.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in blue ink that reads "Nicholas A. Vande Hey".

Nicholas A. Vande Hey, PE
Vice President / Sr Municipal & Water Resources Engineer

NAV:mck

Enclosure: Change Order #1

McMAHON ASSOCIATES, INC.

1445 MCMAHON DRIVE P.O. BOX 1025
NEENAH, WI 54956 NEENAH, WI 54957-1025

TELEPHONE: 920.751.4200
FAX: 920.751.4284

MILBACH CONSTRUCTION SERVICES CO.
2651 Northridge Drive
Kaukauna, WI 54130

Contract No.	L0001-09-22-00108
Project File No.	L0001-09-22-00108
Change Order No.	Two (2)
Issue Date:	July 14, 2023
Project:	Village of Little Chute 2022 Pedestrian Bridges & Trails

You Are Directed To Make The Changes Noted Below In The Subject Contract:

	(Item Description)	(Price)
2.1	CB1 Abutment Changes Based on Contech Final Design..... ADD	+ \$1,705.00
	TOTAL	+ \$1,705.00

The Changes Result In The Following Adjustments:

	CONTRACT PRICE	TIME
Prior To This Change Order	\$272,354.19	- days
Adjustments Per This Change Order	+ \$1,705.00	0 days
Current Contract Status	\$274,059.19	- days

Recommended:
McMAHON ASSOCIATES, INC.
Neenah, Wisconsin

Accepted:
MILBACH CONSTRUCTION
SERVICES CO

Authorized:
VILLAGE OF LITTLE CHUTE
Wisconsin

By: _____
Date: 07.14.2023

By: Michael
Date: 7-18-23

By: _____
Date: _____

- ☐ OWNER Copy
☐ CONTRACTOR Copy
☐ ENGINEER Copy (Contract Copy)
☐ FILE COPY

Four (4) Copies Should Accompany This Change Order
Execute And Return To ENGINEER For Distribution

MILBACH
Construction
Services,
Company

2651 Northridge Dr. Kaukauna, WI 54130

Phone: (920) 993-0735

Fax: (920) 993-0738

Notice of Scope Revision

Requested By: Milbach Construction Date: 4/7/23

Job No. _____ SR No. 2

Owner Name: Village of Little Chute

Project Name: Pedestrian Bridges & Trail

The following items have caused or may cause changes in project cost and/or schedule:

Brief Description of Change: CB 1

Detailed Description of Change Add \$1,705.00 for changes made to foundation per CB 1

Milbach Representative: Michael J. Milbach

Subcontractors Involved: 1) Delrar 2) _____ 3) _____
4) _____ 5) _____ 6) _____

Contractor (is) (is not) to proceed with the work noted above. The change in the Contract price shall be determined as follows: (Check one)

_____ T & M (markups per Contract) Estimated Manhours: _____

Estimated Total Cost (including material): _____

_____ Unit Price (as stated in Contract, unless different price stated here)

Estimated Manhours: _____ Estimated Total Cost (including material): _____

☒ Fixed Price: \$ 1,705.00

_____ Other: _____

Estimated Schedule Delay: _____

Other Impact and Indirect Costs Attributable to Change: 10% General Requirements & Bond

Note: The change in the Contract time shall be as subsequently agreed upon and noted below.

Owner Representative: Nick Vande Hey

The Contract with the Owner is adjusted as follows:

Cost: \$ 1,705.00 Schedule: _____

Milbach Representative: 

Date: 4/7/2023

Owner Representative: _____

Date: _____

Attachments: ☒ Yes ☐ No

Note: Unless expressly noted above to the contrary, Milbach reserves the right to claim later for such delay costs and indirect and impact costs as may be attributable to this change.

March 30, 2023

~~~ CB #1 ~~~

Page 1 of 1

**DELRAR INC.**

N136 Two Mile Rd. Appleton, WI 54914  
PHONE: 920-731-5464 FAX: 920-731-7802  
E-mail: travis@delrar.com

Milbach Construction  
2651 Northridge Dr.  
Kaukauna, WI 54130  
Estimator: Travis Lehrer

Phone: 993-0735 Fax: 993-0738  
2022 Pedestrian Bridges CB #1  
Village of Little Chute

**We do hereby propose to furnish labor, material, and necessary insurance to do the following:**

Changes made to foundation per CB #1. ADD \$1,550.00

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNERS LAND MAY HAVE LIEN RIGHTS ON OWNERS LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION AND SHOULD GIVE A COPY OF EACH NOTICE TO HIS MORTGAGE LENDER, IF ANY. BUILDER AGREES TO COOPERATE WITH THE OWNER AND HIS LENDER IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

AMOUNTS NOT PAID WITHIN 15 DAYS FROM INVOICE OF PROJECT WILL BEAR A 1% LATE FEE. DELRAR, INC. IS AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE AND ANY COLLECTION COST, INCLUDING ATTORNEY'S FEES, ARE AGREED TO BE PAID. All agreements contingent upon strikes, accidents, or delays beyond control. Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

DELRAR, Inc. AUTHORIZED SIGNATURE: \_\_\_\_\_

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF IT IS NOT ACCEPTED WITHIN 30 DAYS FROM THE ABOVE DATE.

**ACCEPTANCE OF PROPOSAL –** The above prices, specifications and conditions are satisfactory and are hereby accepted.  
You are authorized to do work as specified. Payment will be made as outlined above.

Date of acceptance: .....

Signature: .....