



AGENDA

REGULAR BOARD MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, October 18, 2023
TIME: 6:00 p.m.

Virtually attend the October 18, Regular Board meeting at 6 PM by following the zoom link here:

Join Zoom Meeting: <https://us06web.zoom.us/j/81219659187>

Meeting ID: 812 1965 9187

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

REGULAR ORDER OF BUSINESS

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

G. Consent Agenda

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

- 1. Minutes of the Regular Board Meeting of October 4, 2023
- 2. Disbursement List

H. Discussion/Action — ATCAM Site Plan

I. Discussion/Action – Hawks Nest Outdoor Music

J. Discussion/Action – Amending Covenants for Little Chute North

K. Discussion/Action – Heesakker Trust Update

L. Discussion/Action – Special Event Permit Request, Fox Heritage 8K Run

M. Appointments

N. Discussion/Action—DPW Fleet Vehicle Purchase

- O. Discussion/Action — Change Order Well #1 Roof Replacement
- P. Department and Officers Progress Report
- Q. Call for Unfinished Business
- R. Items for Future Agenda
- S. 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. Three (3) Economic Development Items
- T. Return to Open Session
- U. Potential Action – Economic Development Item
- V. 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: October 13, 2023

VILLAGE OF LITTLE CHUTE MONTHLY REPORT



Little Chute

ESTABLISHED 1848

SEPTEMBER
2023

Village Report to the Board of Trustees

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

VILLAGE OF LITTLE CHUTE MONTHLY REPORT – SEPTEMBER 2023

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

As we continue this effort, the style and metrics will be fine-tuned to better capture operational aspects that will serve staff, the board and public with a more robust understanding of operations. Ultimately, this information can be used to assist in policy and fiscal decisions on the future of Village operations. Ultimately, it is our intention to show how our dedicated team of individuals serve the community while also indicating a monthly snapshot of the fiscal well-being for the Village of Little Chute.

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

Department Overview

The report will track monthly activities for the following:

- Village Administrator
- Clerk
- Community Development
- Finance Department
- Monthly Consolidated Financial Statement by Account
- Little Chute Fire Department
- Fox Valley Metro Police Department
- Little Chute Public Library
- Parks, Recreation and Forestry Department
- Department of Public Works

Questions or Comments

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

Beau Bernhoft
Village Administrator
108 W. Main Street
Little Chute, WI 54140
920-423-3850
beau@littlechutewi.org

VILLAGE ADMINISTRATOR

September Administration Updates

- Market on Main was a resounding success! Director McDonald and Heather Calnin from the Bank of Little Chute did a fantastic job of managing this annual event. We had almost 60 vendors participating and great music options for everyone. Thank you all for attending and supporting the Village!
- Director McDonald and I continue to work with the Park Planning Commission on the utilizing the Heesakker Park Trust Fund money. We have drafted concepts and gathered estimates for the Commission to consider. This body will provide a recommendation to the Village Board for consideration and approval before it is proposed to the Trust oversight body.
- LCBA meeting in September was at Village Hall due to a scheduling conflict. We will meet at WiniVago Woods at a future meeting. Another great monthly turnout and businesses excited for Market on Main. We got great feedback on some matters for our website which we resolved immediately, thanks to our Deputy Clerk, Amber Sprangers. Looking forward to Octobers at the Windmill!
- Pints on the Plaza was cancelled in September due to the power outage and emergency response that occurred on the 26th. We did not reschedule due to the weather. Our focus is on 2024 and we are looking to locate a future event to Pints in the Park!
- Our Library Board was successful in selecting a new Library Director, Megan Kloeckner. Megan comes from the Evansville's Eager Free Public Library, where she was a director for over 10 years. We are looking forward to her start on November 7th.

Current Work List and Progress Update

- Space Needs Study is complete. Working on finalizing information for a selected site to continue into the design & engineering phase in 2024. We will be working on the Request for Proposals documents for design and engineering work for the new station – aiming to go through the process and have a firm selected for a January 1st, 2024, start date.
- Assisting departments in various day-to-day operations. Working with all department heads on progress updates to ensure we submit budget information to Finance on time and fully complete.
- Monitoring project progress both in private development and public construction.
- We have communicated with our consultant that due to the high number of priorities that need to be resolved, we will continue our work on the Personnel Handbook in 2024. We do have a full draft overhaul ready to be reviewed and considered, which is excellent progress.

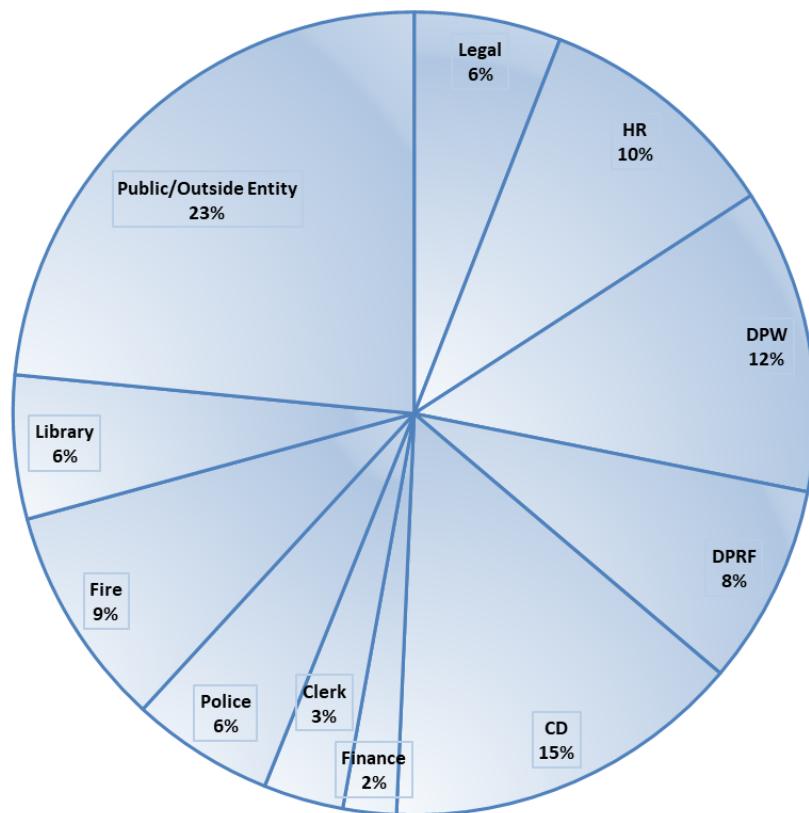
- Developing a presentation for our first “All-Hands” meeting taking place since I was hired. We will be focusing on the CIP, new development projects and introducing MiPay to our team, a new mobile platform to handle time off requests and eventually timesheets.
- Working with legal on various ongoing items in the Village. Making significant progress in these areas.

Items for October

- Execute Ebb Trail easements with property owners to solidify and secure placement of the trail and storm pipe for 2024 project.
- Assist Departments in various projects and situations.
- Assist Human Resources in various personnel matters.
- Finalize budget and execute the Joint meeting with Kimberly for Metro’s budget.
- Complete the All-Hands Meeting.
- Attend the League of Wisconsin Municipalities conference in Green Bay.
- Attend the Wisconsin Economic Summit in Appleton.
- Attending various board and committee meetings.

This chart is updated daily based on Administration time. This is not inclusive of all work hours, only hours tracked providing assistance to individual departments/entities. Last update was 10/12/2023.

2023 ADMIN TIME ALLOCATION SUMMARY



VILLAGE CLERK

September has been busy in the Clerk's Office. We saw a high volume of Open Records requests come in and were able to process these in a timely manner. We completed our budget and submitted requests for additional voting equipment. We are starting to plan for the busy 2024 election year. Absentee ballot envelopes have changed and we are working with local vendors to order a supply for next year. We continued to support other departments with social media posts, flyers, documents, and graphics.

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

- Update interactive GIS Visitors Guide map, post to village website
- Shared data from social media sites
- Attended Bid Openings
- Agendas/Minutes for meetings
- Continued maintenance of the Village Website
- Work with other Departments to create Social Media schedule, coordinate postings
- Ongoing phone/supply ordering support
- Operator License Renewals
- Complete 2024 Budget

Goals for October:

- Agendas/Minutes for meetings
- Process Quarter 3 Movers Mailing sent out by Wisconsin Elections Commission
- Plan for 2024 Elections
- Work with Parks and Rec on Splashpad poll and social media
- Create flyer with QR codes of Village Maps and events
- Share data from social media sites
- Maintenance of the Village Website and social media outlets
- Work with other Departments to create Social Media schedule, coordinate postings
- Ongoing phone/supply ordering support
- Finalize 2024 payroll calendar
- Update interactive GIS Visitors Guide Map
- Update interactive GIS Parks Map
- Begin work on Fall Village Newsletter
- Process Operator License Renewals
- Update public records request forms and process

2023 Social Media Metrics

	July	August	September	2023 Totals
Facebook Posts				
People Reached	46,550	42,599	49,413	424,533
Engagement	2,301	1,884	2,038	21,872
Likes and Reactions	2,703	1,505	1,566	21,510
Comments	263	236	272	2,888
Shares	139	143	200	1,682
Link Clicks	754	258	750	3,546
Page Visists	6,451	6,752	6,584	44,766
Most popular post (reach)	TbTh TbTh Mill	TbTh Grand Ave	TbTh Nechodom	0
New Followers	102	87	71	705
Unfollowers	5	7	10	69
Total Followers	6,652	6,736	6,791	6,791
Facebook Videos				
Minutes Viewed	1,775	1,712	1,134	11,715
1-Minute Video Views	327	432	286	2,710
3-Second Video Views	3,159	3,318	1,048	19,900
Video Engagement	163	104	36	888
Most popular Video	Family Fun Fest	parks and rec	Ebben Trail Update	

Instagram				
Instagram Posts	3	6	9	66
Likes	20	60	54	361
Video Views	0	0	4	4
Reach	313	255	244	2,220
Followers	953	954	961	961
Popular Post	baseball	TbTh Grand Ave	TbTh Nechodom	

LinkedIn				
Search Apperances	56	45	132	634
Unique Visitors	31	31	30	252
Post Impressions	149	50	44	665
Custom clicks	0	0	0	2
followers	277	278	271	266

Village of Little Chute Department of Finance

HIGHLIGHTS

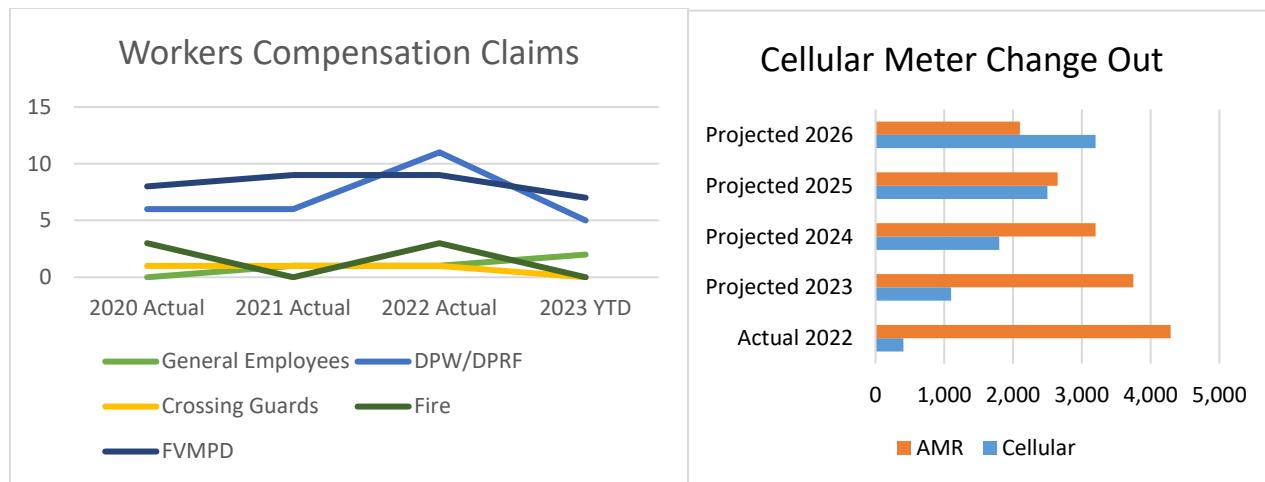
- Released the Proposed 2024 Budget to Village Trustees and the public on September 29th in preparation for the budget workshop on October 4th.
- 2024 health insurance rates were approved by the Village Board and distributed to all benefit eligible employees for open enrollment period that runs 9/25 through 10/20.
- Filed mandatory continuing disclosure requirements including 2022 audit results and key operating metrics to holders of our debt issues.
- Department of Public Works and Finance staff completed the required Vandenbroek Drainage District report by deadline of September 30.
- Received a signed employment offer from Megan Kloeckner, new Village of Little Chute Library Director. Megan and her family will be moving to the Fox Valley from the Madison area this fall. She brings a decade of Library Director experience to complement our existing staff. Her start date is scheduled for Tuesday, November 7th.
- Interim Accounts Payable Clerk, Bev Matheys, came on board to assist with managing vendor relationships and processing payments in a timely fashion. We are grateful for her helping hand, experience, and flexibility while we work through this transition phase.
- Human Resource Manager met with WI Ascension Employer Solutions' EAP team to review current utilization, discuss opportunities available to Village employees and potential methods of advertising beyond what we are currently doing.

TOP PRIORITIES FOR OCTOBER

- Combined Flu Clinic with the Village of Kimberly is scheduled for October 19th for employees and their spouses who have insurance through the Village as a convenient service at no cost.
- Human Resource Manager will work together with the Administrator to release the 2023 Performance Reviews. Supervisors will meet with their direct reports in November to discuss results.
- Go live for “miPay,” a Civic Systems payroll solution that offers self-service capabilities for all Village employees and Trustees. This is a highly anticipated upgrade that will allow employees and Trustees to view their pay slips and W2’s online as well as make changes to tax elections, direct deposit elections, contact information and more.
- Complete the 2024 Budget work sessions with Village Board, Village of Kimberly (FVMPD), Utility Commission and Park Planning Commission in preparation of budget adoption on November 1st.
- Begin the hiring process for a replacement Accounts Payable Clerk.
- Delinquent utility customers are to be notified of outstanding amounts that may roll to the property owner’s 2023 tax bill with a 10% penalty if not paid.

CONTINUOUS IMPROVEMENT EFFORTS

- Payroll and Benefits Specialist identified that sick leave accrual did not occur in August as expected. The root cause was identified and corrected. A solution was implemented in September to make sick leave balances whole and communication was sent to impacted employees.
- A portion of the Finance team participated in the annual Civic Symposium, an in-person training opportunity to learn about Caselle Connect (our general ledger system), new initiatives, and efficiencies to be gained by the system in both primary and cross-training roles.



PERFORMANCE MEASUREMENTS

	Actual <u>2021</u>	Actual <u>2022</u>	Projected <u>2023</u>	Target <u>2024</u>
# Months bank reconciliation completed timely	12	12	12	12
# Of stale checks outstanding	8	13	4	4
Custodial credit risk	\$0	\$0	\$0	\$0
Investment Performance vs 1-3 Year US Treasury Index	(.5)% vs (.6)%	(2.87)% vs (3.8)%	2.5% vs 1.8%	2.5% vs 2.0%
% Of customers paying online	48%	52%	55%	58%
Continuous improvement initiatives	32	26	24	24
Number of special assessment billings	36	7	100	100
Average number of monthly utility bills	4,672	4,743	4,775	4,800
Annual number of utility work orders	1,033	904	900	900
Annual tax certification letters	673	647	675	600
General obligation bond rating	Aa3	Aa3	Aa3	Aa3
# Of auditor's compliance issues	1	0	0	0
% Of time monthly financials closed within 15 days	100%	100%	100%	100%
% Of staff adequately trained/cross trained	90%	90%	100%	100%

FINANCE LEARNING OPPORTUNITY FOR THE MONTH – Innovation Grants

Counties and municipalities may apply to the Wisconsin Department of Revenue to use funding on the implementation of a plan where they are transferring a service or duty to a county, municipality, non-profit organization, or private entity. Transfer must have projected savings of 10% of the total cost of providing service. Total available funding is \$300 million. No county or municipality can receive more than \$10 million each year over a three-year period. Allowable services and duties include:

- Public Safety, Fire Protection, Emergency Services, Jails
- Courts
- Public Works
- Information Technology
- Parks and Recreation
- Administration
- Economic Development and Tourism, Housing, Planning, and Zoning

				Over (Under) Budget	
	SEPTEMBER	YTD 2023	BUDGET 2023	VARIANCE	% OF BUDGET
GENERAL FUND					
Taxes	(350.88)	1,146,725.13	1,152,789.00	(6,063.87)	99.47%
Total Licenses and Permits	4,127.50	78,368.57	115,950.00	(37,581.43)	67.59%
Intergovernmental Aid	-	1,058,964.51	2,468,055.00	(1,409,090.49)	42.91%
Public Charges for Service	10,011.02	139,948.80	145,640.00	(5,691.20)	96.09%
Fines and Forfeitures	11,116.23	73,172.67	91,000.00	(17,827.33)	80.41%
Total Interest	4,315.57	174,381.06	75,578.00	98,803.06	230.73%
Miscellaneous Revenue	3,117.71	141,083.24	194,107.00	(53,023.76)	72.68%
Other Financing Sources	18,794.40	345,314.94	220,000.00	125,314.94	156.96%
Total General Fund Revenue	51,131.55	3,157,958.92	4,463,119.00	(1,305,160.08)	70.76%
Village Board	5,711.70	60,611.97	101,675.00	(41,063.03)	59.61%
Administration	6,245.08	61,276.86	106,050.00	(44,773.14)	57.78%
Finance	19,272.35	192,415.47	315,631.00	(123,215.53)	60.96%
Clerk	15,049.69	157,403.23	208,048.00	(50,644.77)	75.66%
Community Development - Assessing	5,027.63	52,767.92	140,541.00	(87,773.08)	37.55%
Inspections	9,926.77	98,818.58	145,981.00	(47,162.42)	67.69%
Economic Development	2,485.80	83,682.39	108,703.00	(25,020.61)	76.98%
Village Hall	6,971.68	64,094.27	128,399.00	(64,304.73)	49.92%
Municipal Court	5,507.47	52,506.55	71,773.00	(19,266.45)	73.16%
Unallocated	9,360.01	55,096.88	209,157.00	(154,060.12)	26.34%
Insurance	30,859.32	173,614.01	212,402.00	(38,787.99)	81.74%
Village Promotion and Goodwill	3,492.72	31,204.22	38,919.00	(7,714.78)	80.18%
Fire Operations	26,280.91	245,463.73	359,270.00	(113,806.27)	68.32%
Fire Allocated	35,690.02	287,844.77	373,996.00	(86,151.23)	76.96%
Crossing Guards	6,968.98	46,267.27	79,703.00	(33,435.73)	58.05%
Public Works Administration	1,262.37	12,288.99	35,275.00	(22,986.01)	34.84%
Public Works Engineering & GIS	7,541.39	45,066.32	90,794.00	(45,727.68)	49.64%
Public Works Street Repair and Maintenance	43,424.29	497,986.36	770,641.00	(272,654.64)	64.62%
Public Works Support Services	1,991.74	31,725.47	53,576.00	(21,850.53)	59.22%
Public Works Vehicle Maintenance	16,407.61	109,531.07	150,900.00	(41,368.93)	72.59%
Public Works Snow and Ice Control	6,522.62	191,141.91	237,786.00	(46,644.09)	80.38%
Public Works Weed Control	803.91	5,273.02	20,661.00	(15,387.98)	25.52%
Public Works Recycling	4,339.58	28,144.36	49,804.00	(21,659.64)	56.51%
Park	41,042.51	388,832.78	542,749.00	(153,916.22)	71.64%
Recreation	13,865.34	167,065.26	227,179.00	(60,113.74)	73.54%
Forestry	15,555.66	130,982.70	194,167.00	(63,184.30)	67.46%
Youth Football	6,578.79	24,860.52	34,602.00	(9,741.48)	71.85%
Community Band	1,232.79	6,553.29	11,279.00	(4,725.71)	58.10%
Transfers	-	-	-	-	#DIV/0!
Total General Fund Expenses	349,418.73	3,302,520.17	5,019,661.00	(1,717,140.83)	65.79%
GENERAL FUND NET REVENUES (EXPENSES)	(298,287.18)	(144,561.25)	(556,542.00)		

SANITATION

Sanitation Revenues	51,176.05	461,594.13	589,850.00	(128,255.87)	78.26%
Sanitation Expenses	38,818.74	344,323.36	488,730.00	(144,406.64)	70.45%
SANITATION NET REVENUES (EXPENSES)					
	12,357.31	117,270.77	101,120.00		

FIRE EQUIPMENT DONATION

Fire Equipment Donation Revenues	-	114,416.41	97,000.00	17,416.41	117.96%
Flag Pole Memorial Expenses	-	1,447.00	2,100.00	(653.00)	68.90%
FIRE EQUIPMENT DONATION NET REVENUES (EXPENSES)					
	-	112,969.41	94,900.00		

AQUATICS

Aquatics Revenue	(436.31)	202,081.95	188,603.00	13,478.95	107.15%
Aquatics Expenses	15,015.76	196,542.55	209,103.00	(12,560.45)	93.99%
AQUATICS NET REVENUES (EXPENSES)					
	(15,452.07)	5,539.40	(20,500.00)		

	SEPTEMBER	YTD 2023	BUDGET 2023	Over (Under) Budget	% OF BUDGET
				VARIANCE	
LIBRARY/CIVIC CENTER					
Library/Civic Center Revenues	589.15	640,310.48	625,260.00	15,050.48	102.41%
Library/Civic Center	33,361.37	426,169.26	640,360.00	(214,190.74)	66.55%
LIBRARY/CIVIC CENTER NET REVENUES (EXPENSES)	(32,772.22)	214,141.22	(15,100.00)		
CONSOLIDATED POLICE SERVICES					
Consolidated Police Services Revenue	10,630.96	3,650,181.20	4,034,297.00	(384,115.80)	90.48%
Police Services Consolidated	310,435.05	2,955,317.64	4,137,882.00	(1,182,564.36)	71.42%
CONSOLIDATED POLICE SERVICES NET REVENUES (EXPENSES)	(299,804.09)	694,863.56	(103,585.00)		
VAN LIESHOUT RECREATION CENTER					
Van Lieshout Rec Center Revenues	1,768.95	25,980.46	22,750.00	3,230.46	114.20%
Van Lieshout Rec Center Expenses	1,700.25	30,081.17	34,766.00	(4,684.83)	86.52%
VAN LIESHOUT NET REVENUES (EXPENSES)	68.70	(4,100.71)	(12,016.00)		
PROMOTIONAL FUND					
Promotional Fund Revenues	1,152.00	32,086.00	47,400.00	(15,314.00)	67.69%
Promotional Fund Expenses	11,175.00	18,438.10	33,500.00	(15,061.90)	55.04%
PROMOTIONAL NET REVENUES (EXPENSES)	(10,023.00)	13,647.90	13,900.00		
AMERICAN RESCUE FUND					
American Rescue Fund Revenues	3,564.53	31,458.40	769,257.00	(792,715.40)	4.09%
American Rescue Fund Expenses	117,995.05	129,412.59	1,399,546.00	(540,810.87)	9.25%
AMERICAN RESCUE PROMOTIONAL NET REVENUES (EXPENSES)	(114,430.52)	(97,954.19)	(630,289.00)		
TRANSPORTATION SPECIAL REVENUE FUND					
Transportation Special Revenue Fund Revenues	-	465.99	-	465.99	#DIV/0!
Transportation Special Revenue Fund Expenses	-	-	14,430.00	(14,430.00)	0.00%
TRANSPORTATION SR FUND NET REVENUES (EXPENSES)	-	465.99	(14,430.00)		
SMALL BUSINESS MICRO LOAN FUND					
Small Business Micro Loan Fund Revenues	-	6,208.40	800.00	5,408.40	776.05%
Small Business Micro Loan Fund Expenses	-	-	500.00	(500.00)	0.00%
SMALL MICRO LOAN FUND NET REVENUES (EXPENSES)	-	6,208.40	300.00		
FAÇADE RENOVATION GRANT FUND					
Façade Renovation Grant Fund Revenues	-	6,238.93	200.00	6,038.93	3119.47%
Façade Renovation Grant Fund Expenses	-	1,461.00	1,500.00	(39.00)	97.40%
COMMUNITY DEVELOPMENT GRANT NET REVENUES (EXPENSES)	-	4,777.93	(1,300.00)		
NELSON CROSSING MAINTENANCE					
Nelson Crossing Maintenance Revenues	-	3,624.13	3,486.00	138.13	103.96%
Nelson Crossing Maintenance Expenses	-	17.97	3,486.00	(3,468.03)	0.52%
NELSON CROSSING MAINTENANCE NET REVENUES (EXPENSES)	-	3,606.16	-		
SPECIAL ASSESSMENTS					
Special Assessment Revenue	2,538.03	97,387.52	161,000.00	(63,612.48)	60.49%
Special Assessment Expense	194.14	191,431.24	192,300.00	(868.76)	99.55%
SPECIAL ASSESSMENTS NET REVENUES (EXPENSES)	2,343.89	(94,043.72)	(31,300.00)		

	SEPTEMBER	YTD 2023	BUDGET 2023	Over (Under) Budget	% OF BUDGET
				VARIANCE	
EQUIPMENT REVOLVING FUND					
Equipment Revolving Revenue	2,083.00	148,587.10	451,000.00	(302,412.90)	32.95%
Equipment Revolving Expenses	-	43,339.00	690,000.00	(646,661.00)	6.28%
EQUIPMENT NET REVENUES (EXPENSES)	2,083.00	105,248.10	(239,000.00)		
FACILITY AND TECHNOLOGY FUND					
Facility and Technology Fund Revenues	-	82,461.19	80,000.00	2,461.19	103.08%
Facility and Technology Fund Expenditures	11,966.18	70,925.58	100,000.00	(29,074.42)	70.93%
FACILITY AND TECHNOLOGY NET REVENUES (EXPENSES)	(11,966.18)	11,535.61	(20,000.00)		
TAX INCREMENT DISTRICT 4					
Tax Increment District 4 Revenues	-	1,881,371.02	1,661,750.00	219,621.02	113.22%
Tax Increment District 4 Expenses	863.63	1,220,891.14	1,419,369.00	(198,477.86)	86.02%
TAX INCREMENTAL DISTRICT 4 NET REVENUES (EXPENSES)	(863.63)	660,479.88	242,381.00		
TAX INCREMENT DISTRICT 5					
Tax Increment District 5 Revenues	-	430,217.91	439,298.00	(9,080.09)	97.93%
Tax Increment District 5 Expenses	1,889.94	291,592.31	305,184.00	(13,591.69)	95.55%
TAX INCREMENTAL DISTRICT 5 NET REVENUES OVER EXPENSES	(1,889.94)	138,625.60	134,114.00		
TAX INCREMENT DISTRICT 6					
Tax Increment District 6 Revenues	10,079.54	1,458,711.02	3,015,486.00	(1,556,774.98)	48.37%
Tax Increment District 6 Expenses	15,608.01	3,035,417.62	5,209,827.00	(2,174,409.38)	58.26%
TAX INCREMENTAL DISTRICT 6 NET REVENUES (EXPENSES)	(5,528.47)	(1,576,706.60)	(2,194,341.00)		
TAX INCREMENT DISTRICT 7					
Tax Increment District 7 Revenues	-	754,081.87	770,200.00	(16,118.13)	97.91%
Tax Increment District 7 Expenses	9,643.86	511,653.25	580,279.00	(68,625.75)	88.17%
TAX INCREMENTAL DISTRICT 7 NET REVENUES (EXPENSES)	(9,643.86)	242,428.62	189,921.00		
TAX INCREMENT DISTRICT 8					
Tax Increment District 8 Revenues	-	120,564.92	94,840.00	25,724.92	127.12%
Tax Increment District 8 Expenses	3,217.93	174,695.62	1,727,310.00	(1,552,614.38)	10.11%
TAX INCREMENTAL DISTRICT 8 NET REVENUES (EXPENSES)	(3,217.93)	(54,130.70)	(1,632,470.00)		
PARK IMPROVEMENT					
Park Improvement Revenue	-	30,249.49	161,550.00	(131,300.51)	18.72%
Park Improvement Expenses	5,309.74	140,347.60	688,364.00	(548,016.40)	20.39%
PARK IMPROVEMENTS NET REVENUES (EXPENSES)	(5,309.74)	(110,098.11)	(526,814.00)		
CAPITAL PROJECTS					
Capital Projects Revenue	-	195,984.50	526,375.00	(330,390.50)	37.23%
Construction Projects	289,262.64	670,168.80	1,679,464.00	(1,009,295.20)	39.90%
Administration Capital Projects	18,067.84	198,194.30	213,668.00	(15,473.70)	92.76%
TOTAL CONSTRUCTION EXPENSES	307,330.48	868,363.10	1,893,132.00	(1,024,768.90)	45.87%
CAPITAL PROJECTS NET REVENUES (EXPENSES)	(307,330.48)	(672,378.60)	(1,366,757.00)		

	SEPTEMBER	YTD 2023	BUDGET 2023	Over (Under) Budget	% OF BUDGET
SEWER					
Sewer Revenues	300,088.53	2,826,376.79	3,672,875.00	(846,498.21)	76.95%
Sewer Capital	80.95	312,345.99	422,357.00	(110,011.01)	73.95%
Sewer Financing	21,333.95	192,661.95	255,518.00	(62,856.05)	75.40%
Sewer Treatment	198,919.81	1,903,414.29	2,401,600.00	(498,185.71)	79.26%
Sewer Collection	14,598.92	143,079.69	228,442.00	(85,362.31)	62.63%
Sewer Customer A/R	11,476.07	108,805.04	161,673.00	(52,867.96)	67.30%
Sewer Admin and General	21,059.96	163,742.28	205,121.00	(41,378.72)	79.83%
TOTAL SEWER EXPENSES	267,469.66	2,824,049.24	3,674,711.00	(850,661.76)	76.85%
SEWER NET REVENUES (EXPENSES)	32,618.87	2,327.55	(1,836.00)		
WATER UTILITY					
Water Utility Revenues	236,748.05	1,964,687.97	3,103,402.00	(1,138,714.03)	63.31%
Water Capital Projects	80.95	420,220.25	521,357.00	(101,136.75)	80.60%
Water Financing	57,637.43	559,278.12	761,212.00	(201,933.88)	73.47%
Water Source	387.85	16,179.73	95,200.00	(79,020.27)	17.00%
Pumping	21,261.00	199,675.02	265,891.00	(66,215.98)	75.10%
Water Treatment	49,717.67	487,907.73	483,035.00	4,872.73	101.01%
Water Distribution	39,002.96	557,704.43	844,422.00	(286,717.57)	66.05%
Customer A/R	6,021.73	49,026.44	74,447.00	(25,420.56)	65.85%
Admin and General	13,296.41	125,712.76	189,099.00	(63,386.24)	66.48%
TOTAL WATER EXPENSES	187,406.00	2,415,704.48	3,234,663.00	(818,958.52)	74.68%
WATER NET REVENUES (EXPENSES)	49,342.05	(451,016.51)	(131,261.00)		
STORMWATER UTILITY					
Stormwater Revenue	114,230.87	1,068,503.05	2,123,890.00	(1,055,386.95)	50.31%
Stormwater Capital Projects	108.67	405,941.57	506,347.00	(100,405.43)	80.17%
Storm Financing	32,970.05	410,342.37	557,497.00	(147,154.63)	73.60%
Storm Pond Maintenance	2,940.42	35,828.63	147,544.00	(111,715.37)	24.28%
Storm Collection	16,173.72	140,515.21	456,283.00	(315,767.79)	30.80%
Storm Customer A/R	4,494.56	44,463.73	63,039.00	(18,575.27)	70.53%
Storm Admin and General	26,732.37	205,970.76	247,029.00	(41,058.24)	83.38%
TOTAL STORM EXPENSES	83,419.79	1,243,062.27	1,977,739.00	(734,676.73)	62.85%
STORMWATER NET REVENUES (EXPENSES)	30,811.08	(174,559.22)	146,151.00		

The majority of our State Aid is not received until November.

Continue to see interest and investment income impacted as result of market changes. The unrealized losses that exist now will **not** be recognized as long as the assets are held until maturity. The Village invests in varying maturities to match cash flow needs. An unrealized loss exists when a longer term asset the Village owns price has declined in the market place due to varying interest rates. Each month end, Generally Accepted Accounting Principles require that we record an unrealized loss (or gain) to recognize market impacts. The market to face value total for the Village at the end of September is a \$353,258 unrealized loss. The positive news is that interest earnings have escalated from minimal returns in past year.

Property, Auto and Workers Compensation premiums have been paid so twelve months of expense included in September financials for various funds.

Snow and ice expense will hopefully subside until November.

Van Lieshout Recreation Center Diamond Club lease payment was made causing higher expense to date.

Landfill revenue for Sewer Utility is billed on a quarterly billing; the second quarter was billed in July. Strength invoices have not been issued to Bel Brands (September), Nestle (September), Oh Snap (July -Sept) as final adjustments for hauled waste need to be determined balancing with totes on hand.

Capital Contributions (revenue) are not recorded until year end (capital assets paid for by TID or contributed by developers) in the Sewer Utility (\$626,000), Water Utility (\$736,000) and Stormwater (\$842,000).

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

COMMUNITY DEVELOPMENT

HIGHLIGHTS

- Met with Commercial Developers regarding sites and TIF in village.
- Continued Inspections of homes, apartments, and commercial projects.
- Discussions with architects regarding new projects.
- Met with local Business Owners
- Continued discussions for further revitalization in our downtown
- Attended Grant Writing Workshop
- Attended Connect Communities Roundtable
- Vacancy on Plan Commission filled and Board of Appeals

TOP PRIORITIES FOR OCTOBER 2023

- Meet with builders and owners about upcoming commercial projects.
- Work with developers regarding Commercial/Industrial projects.
- Continued Inspections of homes, apartments, industrial and commercial projects.
- Assist developers, surveyors, and realtors with zoning requirements.
- Meet with more Local Businesses and collect information on potential needs for the community/business.
- BRE Visits with more businesses
- Work through Site Plan review on multiple projects
- Addressing and Solar panel ordinance update/creation
- Work on updates to Sec 8 to allow for more options for the Village long term on commercial inspections and Building plan approvals
- Improve compliant tracking and follow-up process
- Continue to find and catalog all existing Conditional uses, Variance, and planning/zoning permits in effect.

From our Building Inspector:

As the summer is ending many projects are wrapping up and an emphasis is being put on closing out permits and following up with projects that have been ongoing to ensure everything is compliant. The Inspections department is working on completing an update on Sec. 8 and continuously updating our in-office procedures to create better records and a better service to residents.

Highlights from September:

- Updated permits on Cloud Permit
- Working through improvements to informational pamphlets
- Attended multiple Inspector meetings in the region.
- Continued process of digitalizing/organization of Building plans.
 - Existing commercial building plans have all been scanned in and in process of organizing.

Permits Issued in August

# Residential	# Commercial	Total	Total \$ Fees	Est. Construction \$
20	3	23	\$3,697	\$175,879

Year To Date (through 10/12)

Total # of Permits	Total \$ Fees	Est. Construction \$
303	\$36,900.55	\$21,588,241.36

Number of New Home Permits Year To Date

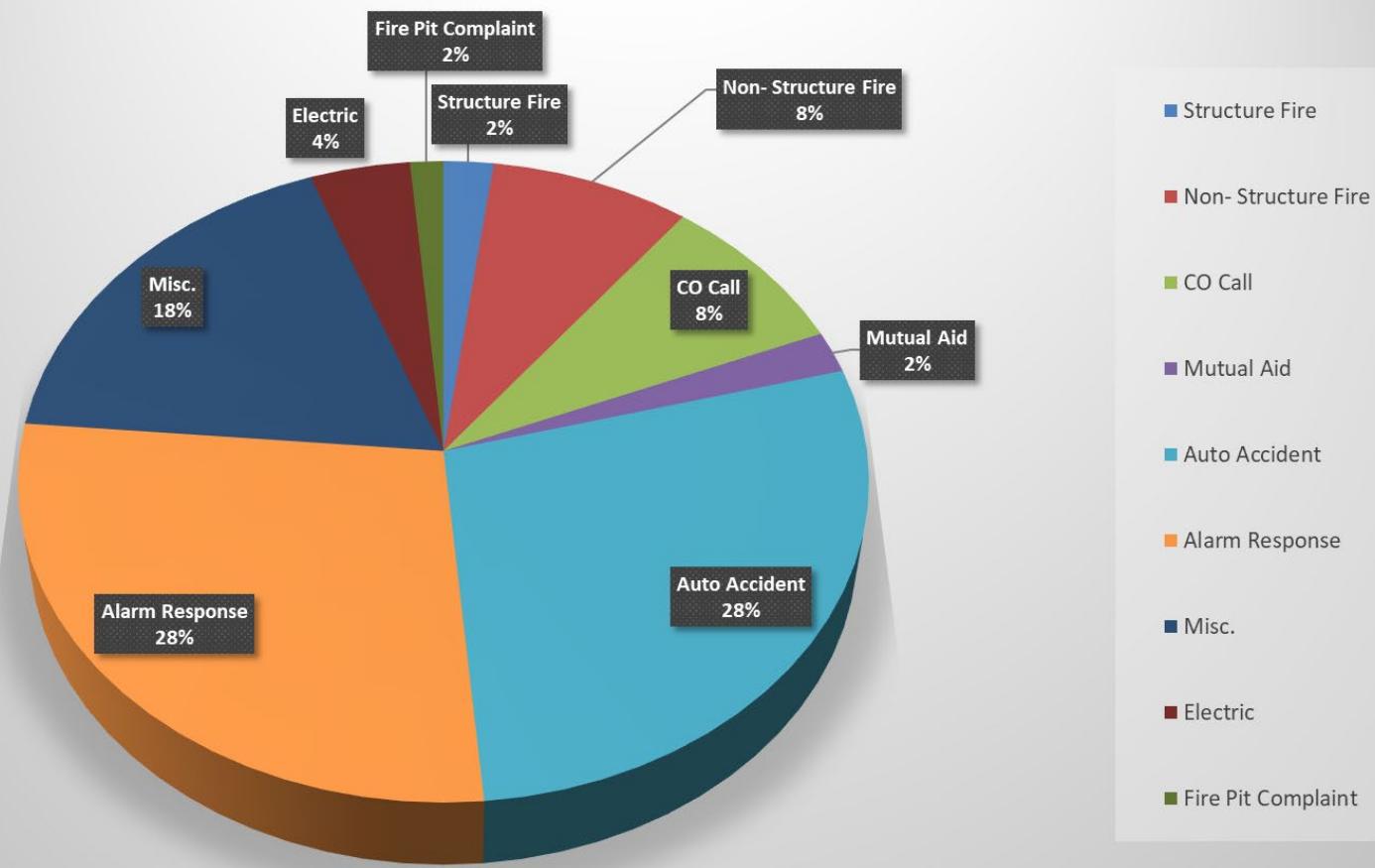
# New Single Family	# Duplexes	Total
3	2	5

Little Chute Fire Department

Little Chute Fire Department - 2023 Calls for Service

	Structure Fire	Non-Structure Fire	CO Call	Mutual Aid	Auto Accident	Alarm Response	Misc.	Electric	Fire Pit Complaint	2023 Total Responses	2022 Total Responses	2021 Total Responses	2020 Total Responses	2019 Total Responses	2018 Total Responses	2017 Total Responses	2016 Total Responses	2015 Total Responses
2023 SUMMARY	3	12	12	3	40	40	26	6	2	144	188	181	152	202	165	172	155	132
January 2023 Calls	1	1	1	1	4	0	3	0	0	11								
February 2023 Calls	0	0	2	0	5	2	5	0	0	14								
March 2023 Calls	1	1	1	0	1	3	3	0	0	10								
April 2023 Calls	0	3	1	0	2	3	3	2	1	15								
May 2023 Calls	1	3	1	1	3	3	5	0	1	18								
June 2023 Calls	0	0	5	1	8	5	2	0	0	21								
July 2023 Calls	0	2	1	0	5	3	3	0	0	14								
August 2023 Calls	0	1	0	0	9	13	0	2	0	25								
September 2023 Calls	0	1	0	0	3	8	2	2	0	16								
October 2023 Calls										0								
November 2023 Calls										0								
December 2023 Calls										0								

Call by Type - 2023 Calls for Service



LCFD Incident Report - September 2023

Number of Incidents: 16

Incidents Last Year: 13

Year-to-Date: 144

Date	Time	Incident Number	Location	Description	Response	Vehicles
9/1/2023	10:38	23LC00129	1201 Garfield Avenue	Alarm sounding	Investigate - nothing found	3621 - Engine 3631 - Pickup 3641 - Aerial 3671 - Squad
9/2/2023	23:39	23LC00130	1201 Garfield Avenue	Alarm sounding	Investigate - nothing found	3621 - Engine
9/5/2023	20:57	23LC00131	2504 Riverside Drive	Tree fell on power lines	Secured scene, turned over to Kaukauna Utilities	3621 - Engine 3641 - Aerial
9/9/2023	20:44	23LC00132	Main Street & Patricia	Car ran into power pole	Accident cleanup	3621 - Engine 3621 - Engine
9/11/2023	16:50	23LC00133	1640 Holland	Cigarette burning in grass	Extinguish	3631 - Pickup
9/17/2023	15:56	23LC00134	Cypress Street & Briarwood Ave	Grill reported on fire	Investigate - grill was out, no damage to structure	3621 - Engine 3631 - Pickup 3641 - Aerial
9/21/2023	9:50	23LC00135	1624 Vandenbroek Road	Alarm sounding	Investigate - nothing found	3621 - Engine
9/21/2023	18:05	23LC00136	Hwy 441 NB & North Avenue	Two vehicle accident	Accident cleanup	3621 - Engine 3631 - Pickup 3641 - Aerial
9/22/2023	8:52	23LC00137	1700 William Court	Crew hit burried cable	Provide safe area	3621 - Engine 3641 - Aerial
9/25/2023	20:32	23LC00138	3501 Cherryvale Avenue	Smoke alarm sounding	Investigate - bad detector	3621 - Engine 3631 - Pickup 3641 - Aerial 3622 - Engine
9/26/2023	10:33	23LC00139	Madison Street & Mckinley Avenue	Gas line struck	Block off area, evacuate, assist gas company	3621 - Engine 3641 - Aerial 3622 - Engine 3671 - Squad
9/27/2023	14:04	23LC00140	2735 W Evergreen	Alarm sounding	Investigate - false alarm	3621 - Engine 3631 - Pickup
9/28/2023	18:10	23LC00141	Hwy 41 & Holland Road	Two vehicle accident	Called off per chief	3621 - Engine 3622 - Engine
9/29/2023	9:21	23LC00142	2101 Bohm Drive	Riser waterflow alarm sounding	Investigate - testing alarms	3621 - Engine
9/30/2023	12:00	23LC00143	631 Madison Street	Alarm sounding	Investigate - nothing found, lent them a monitor	3621 - Engine 3621 - Engine
9/30/2023	19:41	23LC00144	1201 Garfield Avenue	Alarm sounding	Investigate - nothing found	3641 - Aerial



FOX VALLEY METRO POLICE DEPARTMENT

PERSONNEL

Interviews of two Community Service Officer (CSO) candidates were conducted on September 14th. We are conducting a background check on one of the candidates in anticipation of making a conditional offer of employment to them.

The following Metro staff have work anniversaries in October:

Police Officer Tyler Marquardt – three years of service

Administrative Manager Kelly VandenHeuvel – five years of service

Police Clerk Kaitlin Armbruster – one year of service

Sworn members of the collective bargaining unit recently participated in the annual physical ability testing per Article XX of the current labor agreement. Members who successfully pass this test are compensated with an additional \$1,000.00 to their regular pay each year.

GRANTS/ DONATIONS

We were recently notified that the Fox Valley Metro Police Department is the recipient of \$1,500.00 from the Fox Cities Marathon proceeds. The monies will be presented to us early next month.

TRAINING

Select officers will be attending training for the use of the Precision Immobilization Technique (PIT) in which officers use their squad car in a controlled manner to force a stop of a fleeing vehicle.

For more information on the history and use of this tactic, please use the link or QR code below.

<https://www.police1.com/suspect-pursuit/articles/how-police-use-the-pit-maneuver-to-end-vehicle-pursuits-fZP3HtT386Mpu5oF/>



Some of our newer officers will be attending a 40-hour course of instruction in Crisis Intervention Teams training (CIT).

[https://www.nami.org/Advocacy/Crisis-Intervention/Crisis-Intervention-Team-\(CIT\)-Programs](https://www.nami.org/Advocacy/Crisis-Intervention/Crisis-Intervention-Team-(CIT)-Programs)



According to the Substance Abuse and Mental Health Services Administration (SAMHSA), CIT programs:

“...improve the safety and effectiveness of law enforcement response to people experiencing behavioral health crises...”

The department will also be conducting an eight-hour session on unified tactics training for all sworn staff this month. Topics include:

- TEMS (Tactical Emergency Medical Services).
- High risk traffic stops exercises.
- Scenario training to include active shooter response and de-escalation techniques.

SPECIAL EVENTS

The Police Lights of Christmas program held another fundraising event recently. Brat Frys were held at various Festival Foods locations throughout the valley. Our department had staff participating on Saturday, September 16th at the Festival Foods in Darboy

Monthly Activity

Below is a three-month comparison for calls for service in the Village of Little Chute.



FOX VALLEY METRO POLICE DEPARTMENT

Month-to-Date CAD Call Detail

Month-To-Date CAD Received Calls

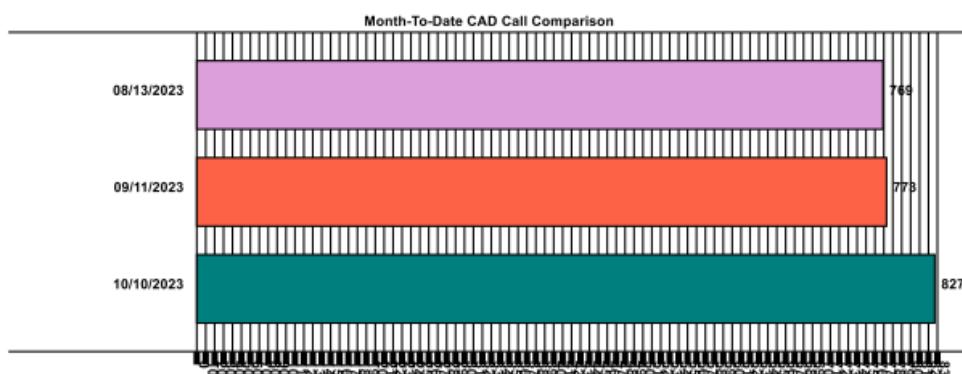
Call Nature	09/12/2023	08/14/2023	1 mo %	07/16/2023	2 mo %
	to 10/10/2023:	to 09/11/2023:	change:	to 08/13/2023:	change:
911 Misdial	39	52	-25.0%	56	-30.4%
Abandoned Vehicle	2	0	N/A	3	-33.3%
Abdominal A-Adam Response	7	2	250.0%	2	250.0%
Abdominal C-Charlie Response	1	1	0.0%	0	N/A
Accident in a Parking Lot	7	2	250.0%	4	75.0%
Accident with Extrication	0	0	N/A	1	-100.0%
Accident with Injury	2	3	-33.3%	0	N/A
Accident with Scene Safety	0	2	-100.0%	2	-100.0%
Accident with Spill Cleanup	1	3	-66.7%	1	0.0%
Alcohol Violations	0	1	-100.0%	1	-100.0%
Allergies A-Adam Response	0	0	N/A	1	-100.0%
Allergies C-Charles Response	0	0	N/A	2	-100.0%
Animal Bite	3	0	N/A	2	50.0%
Animal Bites B-Boy Response	1	0	N/A	0	N/A
Animal Call	9	19	-52.6%	28	-67.9%
Assault B-Boy Response	0	1	-100.0%	0	N/A
Assist Citizen or Agency	53	41	29.3%	50	6.0%
Battery	0	1	-100.0%	0	N/A
Bicycle Stop	0	0	N/A	2	-100.0%
Bleeding A-Adam Response	0	0	N/A	1	-100.0%
Bleeding D-David Response	1	2	-50.0%	0	N/A
Breathing Problem D-David	1	0	N/A	1	0.0%
Burglary	0	0	N/A	1	-100.0%
Carbon Monoxide Alarm	2	0	N/A	0	N/A
Chest Complaint C-Charles	1	0	N/A	0	N/A
Chest Complaint D-David	2	2	0.0%	0	N/A
Choking A-Adam Response	0	1	-100.0%	0	N/A
Choking D-David Response	1	0	N/A	0	N/A
Civil Matter Assist	1	1	0.0%	1	0.0%
Civil Process	14	12	16.7%	7	100.0%
Crime Prevention	25	28	-10.7%	27	-7.4%

Village of Little Chute Monthly Report – September 2023

Damage to Property	2	10	-80.0%	10	-80.0%
Diabetic Issue A-Adam	1	0	N/A	0	N/A
Diabetic Issue C-Charles	2	2	0.0%	0	N/A
Disturbance	11	10	10.0%	14	-21.4%
Disturbance with a Weapon	0	1	-100.0%	1	-100.0%
Domestic Disturbance	3	3	0.0%	2	50.0%
Drug Complaint	1	0	N/A	7	-85.7%
Emergency Committal	0	0	N/A	1	-100.0%
Eye Problem A-Adam	1	0	N/A	0	N/A
Fainting A-Adam	0	0	N/A	1	-100.0%
Fainting C-Charles	0	0	N/A	1	-100.0%
Falls A-Adam Response	4	6	-33.3%	1	300.0%
Falls B-Boy Response	3	3	0.0%	1	200.0%
Falls D-David Response	0	1	-100.0%	3	-100.0%
Fire Alarm Commercial	3	14	-78.6%	4	-25.0%
Fire Alarm Residential	1	0	N/A	0	N/A
Fire Vegetation or Grass	0	1	-100.0%	0	N/A
Follow Up	20	22	-9.1%	24	-16.7%
Fraud Complaint	3	8	-62.5%	4	-25.0%
Harassment	5	1	400.0%	6	-16.7%
Hazard in Roadway	13	9	44.4%	11	18.2%
Heart Problem A-Adam	0	0	N/A	1	-100.0%
Heart Problem C-Charles	2	0	N/A	0	N/A
Jail GPS Checks	17	5	240.0%	4	325.0%
Juvenile Complaint	8	8	0.0%	8	0.0%
Law Alarms - Burglary Panic	6	5	20.0%	10	-40.0%
Lost or Found Valuables	10	5	100.0%	4	150.0%
Medical Assistance No Injury	1	1	0.0%	3	-66.7%
Medical Pre-Alert	8	9	-11.1%	4	100.0%
Missing Person	2	2	0.0%	0	N/A
Motorist Assist	20	18	11.1%	18	11.1%
Natural Gas or Propane Leak	1	0	N/A	0	N/A
Noise Complaint	10	7	42.9%	4	150.0%
Ordinance Violation	9	10	-10.0%	23	-60.9%
PNB E-Edward Response	0	1	-100.0%	0	N/A
Parking Enforcement	23	36	-36.1%	29	-20.7%
Penetrating Trauma B-Boy	1	0	N/A	0	N/A
Pregnancy D-David	1	0	N/A	0	N/A
Reckless Driving Complaint	22	26	-15.4%	19	15.8%
Residence Lockout	0	1	-100.0%	0	N/A
Restraining Order Tracking	3	0	N/A	1	200.0%

Village of Little Chute Monthly Report – September 2023

Retail Theft	3	0	N/A	5	-40.0%
Runaway Juvenile	1	0	N/A	5	-80.0%
Scam	0	2	-100.0%	0	N/A
School Safety	29	7	314.3%	0	N/A
Seizure A-Adam Response	1	2	-50.0%	0	N/A
Seizure D-David Response	0	0	N/A	1	-100.0%
Sex Offense	1	1	0.0%	2	-50.0%
Sick A-Adam	4	4	0.0%	3	33.3%
Sick C-Charles	2	2	0.0%	2	0.0%
Sick D-David	3	2	50.0%	0	N/A
Stroke C-Charles	3	0	N/A	1	200.0%
Structure Fire Smoke or Flame	2	1	100.0%	0	N/A
Suicide A-Adam	0	1	-100.0%	0	N/A
Suspicious Incident	22	17	29.4%	11	100.0%
Suspicious Person	5	4	25.0%	5	0.0%
Suspicious Vehicle	10	10	0.0%	12	-16.7%
Testing Only	1	0	N/A	1	0.0%
Theft Complaint	5	9	-44.4%	8	-37.5%
Theft of Automobile Complaint	1	1	0.0%	1	0.0%
Traffic Enforcement	13	5	160.0%	7	85.7%
Traffic Stop	247	234	5.6%	220	12.3%
Traumatic Injuries A-Adam	0	2	-100.0%	0	N/A
Traumatic Injuries B-Boy	0	1	-100.0%	1	-100.0%
Trespassing	2	0	N/A	4	-50.0%
Unconscious D-David	6	4	50.0%	1	500.0%
Unlocked or Standing Open Door	5	8	-37.5%	3	66.7%
Vehicle Accident	22	20	10.0%	20	10.0%
Vehicle Lockout	9	5	80.0%	1	800.0%
Violation of Court Order	5	2	150.0%	1	400.0%
Wanted Person or Apprehension	2	2	0.0%	2	0.0%
Welfare Check	32	27	18.5%	37	-13.5%
Wire Down	1	1	0.0%	3	-66.7%





HIGHLIGHTS

- Back to school-positive adjustments to computer lab.
- Return to Storytimes
- Fall programming underway-Partnership with Barlow Planetarium
- Upcoming partnership with Bubloz Nature Center
- Continuing to build relationships with community partners and other entities.
- Personnel: Continuing professional development for library staff, Library Director position filled, start date 11/7.

UPCOMING GOALS

- Continued improvement to collection development
- Additional shelving to accommodate a higher volume of materials
- Increased attention to specialized collections
- Holiday programming schedule



The Little Chute Public Library strives to provide a welcoming space and diverse materials that enhances and supports the community, recreation, literacy, and lifelong learning.

Park, Rec, and Forestry & Facilities

HIGHLIGHTS

- Continued contracted Ash Tree Removal.
- Prepare for Terrace/Park Tree Planting.
- Continue Splash Pad Design and Engineering.
- Drained the Doyle Pool and began the winterization process.
- Continued facilities repairs and maintenance.
- Installed panic button security system.
- Installed both Ebben Trail Bridges.
- Finalized LCASD/VOLC Facilities MOU.
- Park staff field prep for youth soccer, youth flag football, and jets football.
- Final prep for fall sports; youth soccer began 9/7, archery classes began 9/8, flag football began 9/9, and little stars dance team practices began 9/21.
- Held successful Market on Main Event 9/9 – estimated attendance of 4,500.
- Held annual Downtown Wine Walk event on 9/14 – total of 152 participants went to thirteen business sites to sample wine & cheese from 6:00pm to 9:00pm.
- Planned for jets football end of season banquet (*ticket order forms, facility setup & food*)
- Planned for family glow walk in October (*glow items, volunteers, equipment, etc.*)
- Updated deer culling application paperwork, booked testing site, promoted packet through social media.
- Cancelled 9/26 Pints on Plaza due to weather and gas break in downtown area.

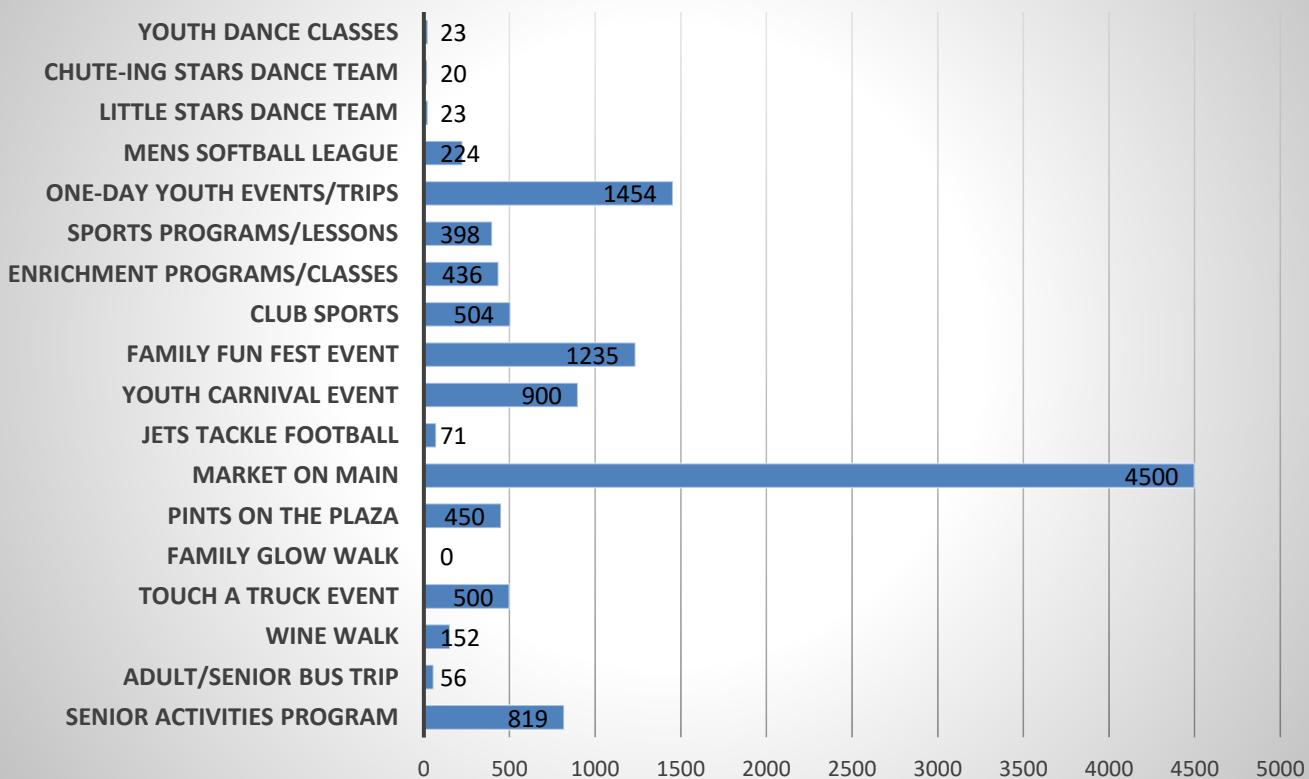


TOP PRIORITIES FOR OCTOBER

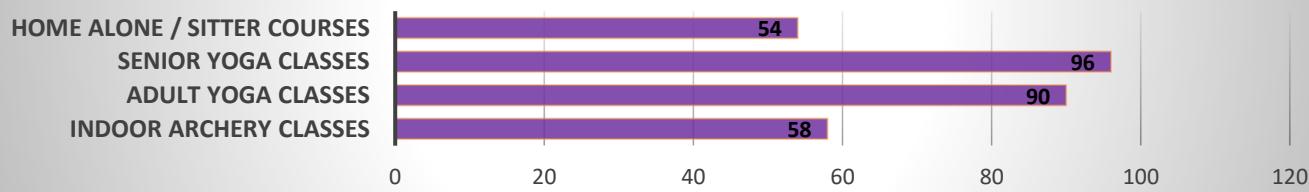
- Have substantial completion for Ebben Trail Bridge Installation.
- Present final Splash Pad Design and Engineering plan to Park Planning.
- Present Heesakker Trust building ideas to Park Planning.
- Prepped planters to receive winter greens.
- Prep parks green space for aeration.
- Continue to update GIS Tree Inventory system.
- Complete contracted services for Leak Location at Doyle Pool.
- Close out Ash Tree Removal with Jasons Tree Service.
- Prep for irrigation and winterization of all facilities and fields.
- Update FRSNA agreement.
- Terrace/Park Tree Planting from Terrace Tree Application Program and Tree City USA.
- Review and submit changes for Forestry Manual for resident petitions to Park Planning Committee.
- Final prep for family glow walk (*verify ordered event items, volunteer stations, park staff to get items from sheds to park, rec staff to get items from basement to park, plan setup/check-in/cleanup*).
- Handout awards to fall youth soccer and fall youth flag football participants.
- Final prep for jets football banquet and player awards handout 10/15.
- Hold equipment hand-in for jets football player gear 10/16.
- Hold deer culling shooting proficiency testing for hunters 10/13, receive hunter applications by 10/18, do lottery draw for hunters on 10/19.
- Continue Ebben Trail Phase 3 design and development.
- Complete Safety Center interrogation room remodel and main office cabinet update.



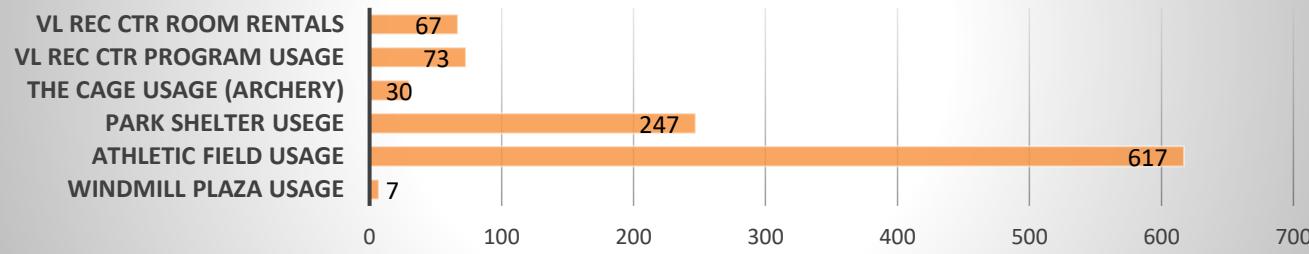
2023 Y-T-D PROGRAM PARTICIPATION



2023 Y-T-D VAN LIESHOUT REC CTR PROGRAMS

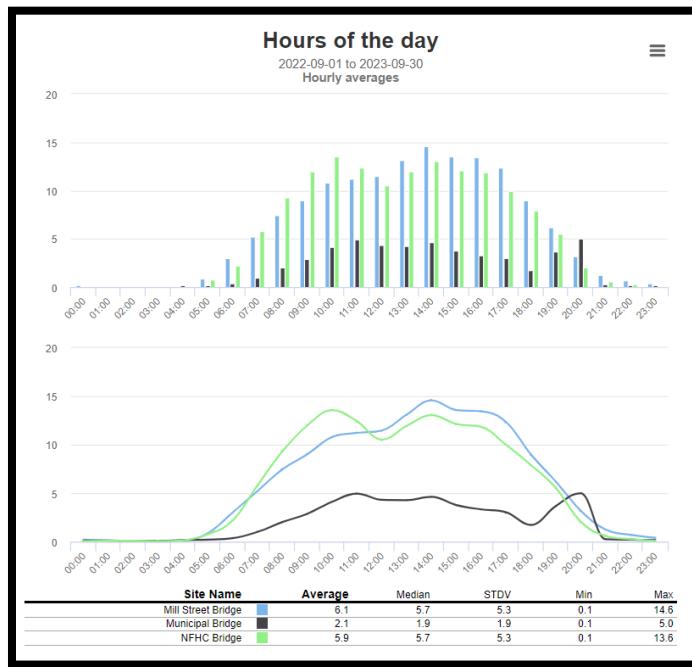
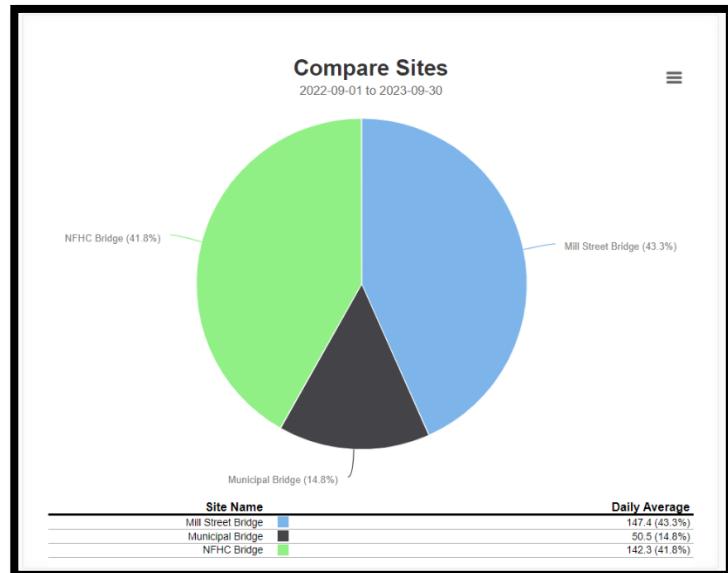


2023 Y-T-D SHELTER/FACILITY/FIELD USAGE



Grand Totals		
Mill Street Bridge	Municipal Bridge	NFHB
145,887	192,267	124,748

Day	Mill Street Bridge	Municipal Bridge	NFHC Bridge
2023-09-01	177	16	147
2023-09-02	47	4	115
2023-09-03	18	4	67
2023-09-04	34	4	130
2023-09-05	30	2	82
2023-09-06	43	4	70
2023-09-07	140	26	167
2023-09-08	197	22	197
2023-09-09	239	65	302
2023-09-10	161	22	161
2023-09-11	111	17	120
2023-09-12	200	74	305
2023-09-13	189	52	197
2023-09-14	186	49	314
2023-09-15	127	24	158
2023-09-16	147	27	223
2023-09-17	214	71	333
2023-09-18	146	33	188
2023-09-19	176	26	203
2023-09-20	116	20	182
2023-09-21	92	9	135
2023-09-22	96	13	134
2023-09-23	169	2834	168
2023-09-24	239	260	
2023-09-25	104	120	
2023-09-26	87	84	
2023-09-27	82	69	
2023-09-28	169	130	
2023-09-29	134	174	
2023-09-30	105	187	
	3975	3418	5122



Department of Public Works

Monthly Report – September 2023

Highlights

- At the end of September, 979 residents renewed their yard waste card for the season. This is an increase of 20 residents from the previous year during the same time period.
- Employees replaced batteries, maintained, and read laser meters in sanitary sewer system.
- Erosion control and storm water permits were monitored.
- Monitored sanitary sewer system for inflow and infiltration (I&I), televised sanitary mains, sanitary manholes were inspected, and the sewer jetter was operating in the system.
- The crew jetted 17,390 feet of sanitary sewer main.
- Prepared fleet vehicles for leaf collection.
- Removed concrete crosswalk on Main St./Pine St. intersection and replaced with asphalt.
- Staff attended annual safety and compliance training provided by Fehr Graham at the Municipal Services Building.
- Completed twelve refuse polycart change outs and eleven recycling polycart change outs due to normal wear.

Top Priorities for October 2023

- Employees will continue to look for I&I in the sanitary collection system.
- Monitor erosion control and storm water permits.
- Collect PASER (Pavement Surface Evaluation and Rating) information on Village streets.

MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 4, 2023

Call to Order: President Vanden Berg called the Regular Board Meeting to Order at 4:00 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
Bill Peerenboom, Trustee
Larry Van Lankvelt, Trustee
Brian Van Lankveldt, Trustee
David Peterson, Trustee
John Elrick, Trustee
Don Van Deurzen, 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, Director of Parks, Rec and Forestry
Kent Taylor, Director of Public Works
Captain Slotke, Fox Valley Metro Police

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 September 20, 2023
2. Minutes of the Committee of the Whole Meeting of September 27, 2023
3. Disbursement List

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

Ayes 7, Nays 0 – Motion Carried

Discussion – 2024 Budget Workshop

[2024 DRAFT Budget](#)

Director Remiker-Dewall went over the power point slides that were included in the agenda for the first Budget Workshop of 2024 – and advised the Board if they can get through everything tonight a second workshop will not be needed. Detailed budget and dollar amounts can be found on the Village of Little Chute website and link above.

Director Remiker-DeWall advised the joint Fox Valley Metro meeting is set for Monday October 16th and Utility is October 17th with a November 1st date for final approval of the budget.

Director Remiker-DeWall then went over highlights of the 2024 proposed budget and advised that each department head will briefly explain their requested budget.

Administrator Bernhoft went over the budget for Village Board and Administration.

Director Taylor went over the goals and budget for Engineering.

Director Remiker-DeWall gave an overview of the goals and budget for the Finance Department.

Clerk Decker advised in her budget includes a request for election related materials, including Badger Books and Electronic Voting Equipment

Director Kittel went over the Community Development and Economic Development fund.

Director Remiker-DeWall went over the Village Hall costs and budget and also advised there are not any significant changes for the Municipal court.

Director Kittel went over the budget for Building Inspections.

Administrator Bernhoft explained the budget for the Fire Department.

Captain Slotke went over the crossing guard program that covers both the Villages of Kimberly and Little Chute.

Director Taylor gave an overview for Public Works and Street Repair, Maintenance and Sanitation budgets.

Director McDonald went over the budget items for Parks, Recreation and Forestry.

Captain Slotke went over Fox Valley Metro budget.

Director Remiker-DeWall went over expenditure funds.

Public Hearing – Sec 44-394(c) – Fences and Hedges

Moved by Trustee L. Van Lankvelt, seconded by Trustee Elrick to enter Public Hearing at 6:08 pm

Ayes 7, Nays 0, Motion passes

Director Kittel presented the changes to Sec 44-394(c) allowing for higher fence for areas that border on industrial districts. Comments received from the public have been in favor of the change. This would be a 2-foot change, up to 8 feet when bordering industrial districts.

Moved by Trustee Elrick, seconded by Trustee Peterson to Exit Public Hearing.

Ayes 7, Nays 0, Motion passes

Action – Adopt Ordinance No. 8, Series 2023 Amending Zoning Code Section 44-394(c), Fence and Hedge Height

Moved by Trustee Elrick, seconded by Trustee Van Deurzen to adopt Ordinance No 8, Series 2023 as presented.

Ayes 7, Nays 0, Motion passes

Appointments

Appointed to Design Review Board:

Ben Schultz, Harriette Janssen, Steve Reynebeau

Moved by Trustee Elrick, seconded by Trustee B. Van Lankveldt to approve Appointments as presented.

Ayes 7, Nays 0, Motion passes

Discussion – Village North Covenants

Director Kittel stated residents have requested the board review the Restrictive Covenants for the Village North Subdivision and adjust to allow for detached garages and other accessory structures that are allowed elsewhere in the village. The restricted covenants are in effect until February 2042. There have been requests in the past for these restrictions to be removed. All the lots in the area are built on, with the exception of Creek View Park which is owned by the Village. Mr. Jake Van Wychen, 638 Harvest Trail, would like to have the same building opportunities as residents outside the subdivision. Trustee Van Deurzen asked for clarification on the covenants vs ordinances. These are additional restrictions on top of ordinances. Trustee Elrick asked if any of the neighbors had opposition to this. Mr. Van Wychen stated they do not have opposition. Director Kittel recommended holding a hearing and inviting all residents of the subdivision to gather opinions. However, the Board does have the ability to make changes without a hearing. Trustee Peerenboom stated he would like to hear from more residents before moving forward. Trustee B. Van Lankveldt requested Jake to reach out to

neighbors and see if they are in favor of changing the covenants. This would provide better feedback on moving to a public hearing to formally change the covenants.

Approval – Fire Department Budget Adjustments

Moved by Trustee Elrick, seconded by Trustee Van Deurzen, to approve the budget adjustment for the Fire Department donation.

Roll Call Vote

Mike Vanden Berg	Aye
John Elrick	Aye
Don Van Deurzen	Aye
Dave Peterson	Aye
Larry Van Lankvelt	Aye
Bill Peerenboom	Aye
Brian Van Lankveldt	Aye

Ayes 7, Nays 0 – Motion Carried

Discussion/Action – Updated Inspection Fee Schedule

Director Kittel presented a proposal to update the fee schedule for building permits, residential and commercial. This was last updated in 2016.

Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankveldt to Adopt updated inspection fee schedule as presented.

Ayes 7, Nays 0 – Motion Carried

Department and Officer Reports

Department Heads and Officers provided progress reports to the Board.

Call of Unfinished Business

None

Items for Future Agenda

Adjournment

Moved by B. Van Deurzen, seconded by Trustee Elrick to Adjourn the Regular Board meeting at 6:27 p.m.

Ayes 7, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

By:

Michael R. Vanden Berg, Village President

Attest: _____

Laurie Decker, Village Clerk

Disbursement List - October 18, 2023

Payroll & Payroll Liabilities - October 12, 2023	\$244,708.36
Prepaid Invoices - October 6, 2023	\$7,903.33
Utility Commission- October 17, 2023	\$332,578.35

CURRENT ITEMS

Bills List - October 18, 2023	\$1,113,654.04
Total Payroll, Prepaid & Invoices	\$1,698,844.08

The above payments are recommended for approval:

Rejected: _____

Approved October 18, 2023

Michael R Vanden Berg, Village President

Laurie Decker, Clerk

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
AL HARDWARE COMPANY				
281878	PROPANE	23.54	09/23	101-52200-221
281963	VELCRO & BRZ DSNCT #8	49.55	09/23	101-52200-221
282027	BUNGEE CORDS & U-POST	48.72	09/23	101-52200-221
282192	CASTERS & MULTI SCREW BRZ	49.15	09/23	101-52200-221
Total AL HARDWARE COMPANY:		170.96		
AMPLITEL TECHNOLOGIES				
22293	MONTHLY BACK UP	375.00	10/23	207-52120-204
22293	MONTHLY ANTIVIRUS, DROPSUITE-SEPT	196.00	10/23	207-52120-240
22293	MULTI FACTOR AUTHENTICATION DUO	134.00	10/23	207-52120-204
22293	MANAGED SERVICES	2,730.00	10/23	207-52120-204
22293	MICROSOFT OFFICE	680.00	10/23	207-52120-204
22293	EMAIL ARCHIVING DROPSUITE	140.00	10/23	101-52350-204
22329	MONTHLY MANAGED SERVICES-OCTOBER	4,904.00	10/23	404-57190-204
Total AMPLITEL TECHNOLOGIES:		9,159.00		
APPLETON TROPHY & ENGRAVING				
42746	PLAQUES & ENGRAVING	168.00	09/23	101-52200-219
42836	OFFICER OF THE YEAR PLAQUE	95.00	10/23	207-52120-218
42875	OFFICER OF THE YEAR TAG	15.00	10/23	207-52120-218
Total APPLETON TROPHY & ENGRAVING:		278.00		
ASCENSION HEALTH SYSTEM				
100523	ATHLETIC TRAINER JETS FOOTBALL	530.00	09/23	101-55460-204
Total ASCENSION HEALTH SYSTEM:		530.00		
ASCENSION MEDICAL GROUP-FOX VALLEY WI				
413795	PRE-EMPLOYMENT PHYSICAL & DRUG SCREEN	37.00	10/23	101-52350-204
414181	SCREENING FOR LIBRARY DIRECTOR	152.00	09/23	206-55110-218
Total ASCENSION MEDICAL GROUP-FOX VALLEY WI:		189.00		
ASSOCIATED APPRAISAL CONSULTANTS				
170621	ASSESSMENT SERVICES	2,025.00	10/23	101-51530-204
170621	SUBSCRIPTION TO POST ASSESSMENT DATA	76.43	10/23	101-51530-208
Total ASSOCIATED APPRAISAL CONSULTANTS:		2,101.43		
AT & T				
287294953059 10/2	AUG/SEPT SERVICE	248.70	10/23	101-52200-203
Total AT & T:		248.70		
AUTOMATED COMFORT CONTROLS				
34524	COOLING ISSUES IN LIBRARY	485.92	09/23	206-55110-245
Total AUTOMATED COMFORT CONTROLS:		485.92		

Invoice	Description	Total Cost	Period	GL Account
AUTOZONE				
1973779032	WIPER BLADES #33	37.38	09/23	101-53330-225
Total AUTOZONE:		37.38		
BADGER LABORATORIES INC				
23-016212	OUTFALL TESTING	260.00	09/23	630-53444-204
Total BADGER LABORATORIES INC:		260.00		
BAKERS OUTLET				
1PG	BAKERY ITEMS	26.99	10/23	101-52200-211
Total BAKERS OUTLET:		26.99		
BATTERIES PLUS LLC				
P66299948	BATTERIES	118.80	10/23	610-53612-251
Total BATTERIES PLUS LLC:		118.80		
BLUEPEARL PET HOSPITAL				
412475	VET FEES & MEDS	424.64	10/23	207-52120-236
Total BLUEPEARL PET HOSPITAL:		424.64		
BONS, ZACK				
2023 COACH	6TH GRADE HEAD COACH	265.00	09/23	101-55460-111
Total BONS, ZACK:		265.00		
CHARTER COMMUNICATIONS				
10/23 23749	SEPT/OCT SERVICES	219.99	10/23	207-52120-203
10/23 8646009	OCT/NOV SERVICES	216.18	10/23	101-51650-203
Total CHARTER COMMUNICATIONS:		436.17		
CINTAS				
4169374815	MATS	12.18	09/23	101-53330-213
4169374815	RUGS, UNIFORMS, SHOP RAGS	31.00	09/23	101-53330-218
4170081381	MATS	12.18	10/23	101-53330-213
4170081381	RUGS, UNIFORMS, SHOP RAGS	31.00	10/23	101-53330-218
Total CINTAS:		86.36		
COLUNGA SOLIS, EDGAR				
BF153990-4	REFUND COURT FINE - BF153990-4	187.00	09/23	101-35101
BF153990-4	REFUND PARTICAL BF153991-5	281.50	09/23	101-35101
Total COLUNGA SOLIS, EDGAR:		468.50		
CONWAY SHIELD				
5012486	NAME TAGS	103.50	09/23	101-52200-219
Total CONWAY SHIELD:		103.50		
DISTRICT 2 INC.				
3918	FOAM STACK WITH SCREEN WATER TANK	363.15	10/23	101-52200-247

Invoice	Description	Total Cost	Period	GL Account
Total DISTRICT 2 INC.:		363.15		
DREXEL BUILDING SUPPLY INC 2309-144956 PLYWOOD & TIMBERS		190.99	09/23	101-52200-221
Total DREXEL BUILDING SUPPLY INC:		190.99		
EBBEN, KAYLA 093023 SECURITY DEPOSIT REFUND		100.00	10/23	208-21235
Total EBBEN, KAYLA:		100.00		
EIS IMPLEMENT INC 259815 FAN DRIVE HUB #81 259831 NOZZLES FOR PRESSURE WASHER		297.35 21.99	09/23 09/23	101-53330-225 101-53330-221
Total EIS IMPLEMENT INC:		319.34		
ELEXCO INC 86539 2023 FIBER-OPTIC CONSTRUCTION		117,317.59	09/23	211-50000-204
Total ELEXCO INC:		117,317.59		
FP FINANCE PROGRAM 35062778 AGREEMENT 016-1584121 POSTBASE VISION-PO		166.00	10/23	101-51650-226
Total FP FINANCE PROGRAM:		166.00		
FUHRMANN, NATHAN 092723 HAUL BAND TRAILER 18 TIMES		180.00	09/23	101-55480-202
Total FUHRMANN, NATHAN:		180.00		
GANDARA, EMILY 100123 SECURITY DEPOSIT REFUND 100123 SECURITY DEPOSIT REFUND		100.00 .00	10/23 10/23	208-21235 208-21235
Total GANDARA, EMILY:		100.00		
GARROW OIL SEPTEMBER 2023 OFF ROAD DIESEL SEPTEMBER 2023 OFF ROAD DIESEL SEPTEMBER 2023 OFF-ROAD DIESEL		23.62 25.26 .66 843.01 2.96 5.44 99.98	10/23 10/23 10/23 10/23 10/23 10/23 10/23	630-53441-247 630-53442-247 201-53620-247 101-55200-247 610-53612-247 620-53644-247 101-53330-217
Total GARROW OIL:		1,000.93		
GREEN BOYZ INC 145761 DOYLE PARK FERTILIZER 145762 DOYLE PARK FERTILIZER - BALL DIAMOND		2,163.00 540.00	09/23 09/23	101-55200-204 101-55200-204
Total GREEN BOYZ INC:		2,703.00		

Invoice	Description	Total Cost	Period	GL Account
HAEN MEAT PACKING				
2843	BRATS & WIENERS	46.02	09/23	101-52200-211
3079	PICNIC FOOD & PROVISIONS	419.35	09/23	101-52200-211
Total HAEN MEAT PACKING:		465.37		
HARTJES, SAMUEL				
2023 COACH	7TH GRADE HEAD COACH	265.00	09/23	101-55460-111
Total HARTJES, SAMUEL:		265.00		
HEID MUSIC				
3427418	BAND MUSIC	218.75	09/23	101-55480-218
Total HEID MUSIC:		218.75		
HERMUS, KYLE				
2023 COACH	8TH GRADE ASSISTANT COACH	215.00	09/23	101-55460-111
Total HERMUS, KYLE:		215.00		
HIETPAS, CHARLIE JOHN				
2023 COACH	6TH GRADE ASSISTANT COACH	215.00	09/23	101-55460-111
Total HIETPAS, CHARLIE JOHN:		215.00		
ICON MARKETING INC				
3767-1	HOODED SWEATSHIRTS	52.50	09/23	101-52200-212
Total ICON MARKETING INC:		52.50		
JP GRAPHICS INC				
1070899011	FIRE PREVENTION POSTER	291.00	09/23	101-52200-207
Total JP GRAPHICS INC:		291.00		
KERRY'S VROOM SERVICE INC				
10166	SWAYBAR & RADIATOR REPLACEMENT FOR #92	966.75	10/23	207-52120-247
10167	OIL CHANGE #181	55.71	10/23	207-52120-247
10168	OIL CHANGE #121	55.71	10/23	207-52120-247
10169	OIL CHANGE #191	55.71	10/23	207-52120-247
Total KERRY'S VROOM SERVICE INC:		1,133.88		
KOBUSSEN BUSES LTD				
73731	JETS BUS 9/26 TO KAUKAUNA	212.07	09/23	101-55460-204
Total KOBUSSEN BUSES LTD:		212.07		
KRUEGER, AUSTIN				
2023 COACH	8TH GRADE HEAD COACH	265.00	09/23	101-55460-111
Total KRUEGER, AUSTIN:		265.00		
KWIK TRIP INC				
SEPT 2023 286768	SEPT FUEL FOR SQUADS	4,675.19	10/23	207-52120-247

Invoice	Description	Total Cost	Period	GL Account
Total KWIK TRIP INC:		4,675.19		
LAZER UTILITY LOCATING LLC				
1445 SEPT LOCATES		135.50	09/23	101-53300-209
1445 SEPT LOCATES		494.75	09/23	610-53612-209
1445 SEPT LOCATES		1,253.75	09/23	620-53644-209
1445 SEPT LOCATES		1,206.25	09/23	630-53442-209
Total LAZER UTILITY LOCATING LLC:		3,090.25		
LEXISNEXIS RISK DATA MANAGEMENT INC				
1686177-20230930 SEPTEMBER 2023 MINIMUM COMMITMENT		106.09	10/23	101-51680-204
Total LEXISNEXIS RISK DATA MANAGEMENT INC:		106.09		
LITTLE CHUTE GRIDIRON ASSOC				
2023 SUPERVISION OF 3 HOME GAMES		225.00	10/23	101-55460-111
2023 COACH 7TH GRADE ASST COACH AL ADLER		215.00	09/23	101-55460-111
Total LITTLE CHUTE GRIDIRON ASSOC:		440.00		
MADISON NATIONAL LIFE				
1584270 NOVEMBER 2023 LTD		884.67	10/23	101-21385
1584270 NOVEMBER 2023 LIFE		349.74	10/23	101-21391
Total MADISON NATIONAL LIFE:		1,234.41		
MARCO INC				
34995452 COPIER @ MSB BUILDING		76.64	10/23	101-53310-207
34995452 1ST FLOOR COPIER @ VH		411.27	10/23	101-51650-207
34995452 2ND FLOOR COPIER @ VH		388.05	10/23	101-51650-207
34995452 3RD FLOOR COPIER @ VH		174.25	10/23	101-51650-207
Total MARCO INC:		1,050.21		
MATTHEWS TIRE				
303030 TIRE REPLACEMENT		858.95	10/23	207-52120-247
Total MATTHEWS TIRE:		858.95		
MAYEFSKI, TOM				
2023 COACH 6TH GRADE ASSISTANT COACH		215.00	09/23	101-55460-111
Total MAYEFSKI, TOM:		215.00		
MCMAHON ASSOCIATES INC				
932294 PROFESSIONAL SERVICES 3/1/23 TO 9/2/23 EBB		216.40	09/23	630-53441-204
Total MCMAHON ASSOCIATES INC:		216.40		
MGD INDUSTRIAL CORP				
219500 PARK SIGN BOLTS		5.75	09/23	101-55200-216
219500 GREASE FOR SHOP		296.10	09/23	101-53330-218
219500 MISC PARTS FOR 6 & 58		24.33	09/23	101-53330-225

Invoice	Description	Total Cost	Period	GL Account
Total MGD INDUSTRIAL CORP:		326.18		
MIDWEST TAPE LLC				
504430912 DIGITAL COLLECTIONS		1,150.60	10/23	206-55110-208
Total MIDWEST TAPE LLC:		1,150.60		
NASSCO INC				
6342269 CUSTODIAL SUPPLIES - LIB/CC		726.54	09/23	206-55110-244
6342269 CUSTODIAL SUPPLIES - VH		501.83	09/23	101-51650-244
6342269 CUSTODIAL SUPPLIES - PD		238.62	09/23	207-52120-244
6342269 CUSTODIAL SUPPLIES		79.49	09/23	101-52250-244
6343147 HANDSOAP & TOWELING		197.06	09/23	101-55200-222
Total NASSCO INC:		1,743.54		
NEWS PUBLISHING CO INC				
BE172671 OPEN HOUSE		117.60	09/23	101-52200-204
BE173622 OPEN HOUSE		117.60	09/23	101-52200-204
Total NEWS PUBLISHING CO INC:		235.20		
NORTHCENTRAL UTILITY OF WI LLC				
K205931 TARP SWITCH #7		18.04	10/23	101-53330-225
Total NORTHCENTRAL UTILITY OF WI LLC:		18.04		
NOW YOGA AND WELLNESS, LLC				
100923 YOGA CLASSES		200.00	10/23	208-52900-204
Total NOW YOGA AND WELLNESS, LLC:		200.00		
O'REILLY AUTOMOTIVE INC				
2043-407963 WIPER FLUID		26.32	10/23	207-52120-247
Total O'REILLY AUTOMOTIVE INC:		26.32		
OUTAGAMIE COUNTY TREASURER				
31216 SEPTEMBER STANITATION FEES		873.72	10/23	630-53442-204
31216 SEPTEMBER SANITATION FEES		13,081.00	10/23	201-53620-204
SEPTEMBER 2023 SEPTEMBER COURT FINES		532.61	10/23	101-35101
Total OUTAGAMIE COUNTY TREASURER:		14,487.33		
OUTAGAMIE WAUPACA LIBRARY SYSTEM				
4189 MICROSOFT 365 LICENSES JULY - DED		48.00	10/23	206-55110-209
4189 RECEIPT PAPER		80.00	10/23	206-55110-218
4189 YOUTH SERVICES LIASON		1,458.33	10/23	206-33312
4246 MONITORS FOR SECURITY SYSTEM		172.49	10/23	206-55110-209
4246 CASE OF RECEIPT PAPER		160.00	10/23	206-55110-218
4246 PRINTING PROGRAM GUIDES		85.00	10/23	206-55110-225
4246 SWANK MOVIE LICENSING		254.00	10/23	206-55110-208
4253 MONITORS FOR SECURITY SYSTEM		344.98	10/23	206-55110-209
Total OUTAGAMIE WAUPACA LIBRARY SYSTEM:		2,602.80		

Invoice	Description	Total Cost	Period	GL Account
PARKITECTURE + PLANNING LLC				
3-23.014 DESIGN & ENGINEERING - SPLASH PAD		4,515.00	10/23	420-57620-274
Total PARKITECTURE + PLANNING LLC:		4,515.00		
PEPSI-COLA				
18084107 BEVERAGES		191.38	09/23	101-52200-211
Total PEPSI-COLA:		191.38		
PREMIER WIRELESS				
FBCFDOE5272 MDM RENEWAL - HOT SPOTS		39.98	10/23	206-55110-209
Total PREMIER WIRELESS:		39.98		
PUFFE, RICK				
100723 DOYLE CHEESE FEST SHELTER SECURITY DEPO		50.00	10/23	101-21235
Total PUFFE, RICK:		50.00		
REINDERS INC				
6041561 GAS CAP TETHER #46		30.61	10/23	101-53330-225
Total REINDERS INC:		30.61		
RG INSPECTIONS LLC				
1020 INSPECTION SERVICES		757.75	09/23	101-52050-204
Total RG INSPECTIONS LLC:		757.75		
SCHRADER, LARS				
2023 COACH 6TH GRADE ASSISTANT COACH		215.00	09/23	101-55460-111
Total SCHRADER, LARS:		215.00		
SPEEDY CLEAN DRAIN & SEWER				
80545 CLEAN & TELEVISE - EVERGREEN PHASE 3		11,121.38	09/23	417-51028-204
80902 PUMPED THE GREASE TRAP LIB/CC		185.00	09/23	206-55110-243
Total SPEEDY CLEAN DRAIN & SEWER:		11,306.38		
SPIERINGS, SUE				
081923 DOYLE CHEESE FEST SHELTER SECURITY DEPO		200.00	09/23	101-21235
Total SPIERINGS, SUE:		200.00		
SPLENDID CLEANING SERVICE LLC				
13662 MONTHLY CLEANING-LCFD		239.00	10/23	101-52250-243
13662 MONTHLY CLEANING-METRO		950.00	10/23	207-52120-243
13663 MONTHLY CLEANING-LIBRARY		1,425.00	10/23	206-55110-243
13664 MONTHLY CLEANING-MSB BUILDING		595.00	10/23	101-53310-243
13665 MONTHLY CLEANING-VILLAGE HALL		1,850.00	10/23	101-51650-243
Total SPLENDID CLEANING SERVICE LLC:		5,059.00		
STAMPER, MARISSA				
100823 SECURITY DEPOSIT REFUND		100.00	10/23	208-21235

Invoice	Description	Total Cost	Period	GL Account
Total STAMPER, MARISSA:		100.00		
STAPLES ADVANTAGE				
3548860693	SUPPLIES	24.41	09/23	101-51650-206
3548860695	SPEAKER SYSTEM	12.90	09/23	101-51440-206
3548860695	COPY PAPER	41.49	09/23	101-51650-206
3548860697	SUPPLIES	40.94	09/23	101-51650-206
Total STAPLES ADVANTAGE:		119.74		
STATE OF WI COURT FINES &				
SEPTEMBER 2023	SEPTEMBER COURT FINES	2,294.24	10/23	101-35101
Total STATE OF WI COURT FINES &:		2,294.24		
STONERIDGE LITTLE CHUTE LLC				
22057040814 - 106	GRAPES FOR WALK	43.17	09/23	101-55300-218
23005301220 74	FOOD & BEVERAGES	2.58	09/23	206-55110-205
23043772004	WATER FOR SENIORS	7.98	09/23	101-55300-218
Total STONERIDGE LITTLE CHUTE LLC:		53.73		
THEDACARE LABORATORIES				
SEPT 2023 121005	SEPT BLOOD DRAWS	467.50	10/23	207-52120-218
Total THEDACARE LABORATORIES:		467.50		
UNIFORM SHOPPE				
338684	UNIFORM DRESS PANT	1,882.65	09/23	101-52200-204
338725	BALLISTIC VESTS	1,195.00	10/23	207-52120-213
338726	BALLISTIC VESTS	1,195.00	10/23	207-52120-213
Total UNIFORM SHOPPE:		4,272.65		
UNITED RAYNOR				
25112	MSB SERVICE DOOR & GATE	140.00	09/23	101-53310-204
Total UNITED RAYNOR:		140.00		
US AUTOFORCE				
2211878	FRONT TIRES #47	287.20	09/23	101-53330-225
Total US AUTOFORCE:		287.20		
VALLEY LIQUOR				
100204	BEVERAGE SUPPLIES	188.94	09/23	101-52200-211
102075	BEVERAGES AND SUPPLIES	188.94	09/23	101-52200-211
Total VALLEY LIQUOR:		377.88		
VAN BOXTEL, TYLER				
2023 COACH	7TH GRADE ASSISTANT COACH	215.00	09/23	101-55460-111
Total VAN BOXTEL, TYLER:		215.00		

Invoice	Description	Total Cost	Period	GL Account
VAN EPERN, NANCY				
VLIESHOUT 10/7/2	SECURITY DEPOSIT REFUND	100.00	10/23	208-21235
Total VAN EPERN, NANCY:		100.00		
VAN ZEELAND NURSERY				
101-04902	TERRACE TREES	6,106.89	09/23	101-55440-215
Total VAN ZEELAND NURSERY:		6,106.89		
VANDEN BERG, TED				
2023 COACH	6TH GRADE ASSISTANT COACH	215.00	09/23	101-55460-111
Total VANDEN BERG, TED:		215.00		
VANDERLOOP'S SHOES INC				
104-10073837	SHOES, BELTS & CREWS	5,381.50	09/23	101-52200-204
Total VANDERLOOP'S SHOES INC:		5,381.50		
VINTON CONSTRUCTION CO				
2023003-2	2023 RECON PROJECT BUCHANAN ST PAVING	205,849.82	10/23	452-51222-263
2023003-2	2023 RECON PROJECT RANDOLPH ST PAVING	690,479.36	10/23	416-51217-263
Total VINTON CONSTRUCTION CO:		896,329.18		
WEGAND, JACKSON				
2023 COACH	7TH GRADE ASSISTANT COACH	215.00	09/23	101-55460-111
Total WEGAND, JACKSON:		215.00		
WEGAND, JASON				
2023 JETS COORD	JETS COORDINATOR	265.00	09/23	101-55460-111
Total WEGAND, JASON:		265.00		
WEGAND, MARK				
2023 COACH	8TH GRADE ASSISTANT COACH	215.00	09/23	101-55460-111
Total WEGAND, MARK:		215.00		
WEGAND, NICHOLAS				
2023 COACH	8TH GRADE ASSISTANT COACH	215.00	09/23	101-55460-111
Total WEGAND, NICHOLAS:		215.00		
WI DEPT OF JUSTICE				
L4504T 09/23	SEPTEMBER BACKGROUND CHECKS	77.00	10/23	207-52120-218
Total WI DEPT OF JUSTICE:		77.00		
Grand Totals:		1,113,654.04		

Terms Description	Invoice Amount	Net Invoice Amount
Vendor number hash - split:	542985	
Total number of invoices:	119	
Total number of transactions:	155	
Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	1,113,654.04	1,113,654.04
Grand Totals:	1,113,654.04	1,113,654.04

Report Criteria:

Invoice Detail.Voided = {} FALSE

VILLAGE OF LITTLE CHUTE		Invoice Register - PREPAID INVOICES Input Dates: 10/6/2023 - 10/6/2023					Page: 1 Oct 12, 2023 10:55AM	
Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account	
2023 MISC REFUNDS (5404)								
26872 10/23	Invoi	OVERPAYMENT ON PARKING CITATION	10.00	Open	Non	10/23	101-35201	
26880 - 10/23	Invoi	OVERPAYMENT ON PARKING CITATION	20.00	Open	Non	10/23	101-35201	
Total 2023 MISC REFUNDS (5404):			30.00					
2023 UTILITY REFUNDS (5398)								
1-702770-08	Invoi	FINAL BILL OVERPAYMENT - 3641 CHERRYVALE	28.46	Open	Non	10/23	001-15000	
Total 2023 UTILITY REFUNDS (5398):			28.46					
AMERICAN FIDELITY ASSURANCE (4885)								
2163162B	Invoi	FLEX SPENDING SEPTEMBER	1,699.47	Open	Non	09/23	101-21367	
Total AMERICAN FIDELITY ASSURANCE (4885):			1,699.47					
DEMPSEY, JESSICA E (5445)								
10/23 FIRE OPEN	Invoi	FACE PAINTER - FIRE OPEN HOUSE	275.00	Open	Non	10/23	101-52200-204	
Total DEMPSEY, JESSICA E (5445):			275.00					
LAPPEN SECURITY PRODUCTS INC (735)								
LSPQ49436	Invoi	PANIC SYSTEM INSTALL	3,543.47	Open	Non	09/23	101-51650-242	
Total LAPPEN SECURITY PRODUCTS INC (735):			3,543.47					
LEE'S CONTRACTING/FABRICATING (271)								
24545	Invoi	AIR COMPRESSOR MOTOR	579.66	Open	Non	09/23	101-52200-205	
Total LEE'S CONTRACTING/FABRICATING (271):			579.66					
WE ENERGIES (2788)								
4091132585 9/23	Invoi	STREET LIGHTS	1,093.20	Open	Non	10/23	101-53300-249	
4091132585 9/23	Invoi	200 E MCKINLEY FVMPD	16.46	Open	Non	10/23	207-52120-249	
4091132585 9/23	Invoi	200 E MCKINLEY ST FIRE DEPT	10.98	Open	Non	10/23	101-52250-249	
4091132585 9/23	Invoi	PUMP STATION - EVERGREEN & FRENCH	97.14	Open	Non	10/23	620-53624-249	
4091132585 9/23	Invoi	DOYLE POOL	24.65	Open	Non	10/23	204-55420-249	
4091132585 9/23	Invoi	CROSSWINDS LED STREET LIGHTS	160.72	Open	Non	10/23	101-53300-249	
4091132585 9/23	Invoi	1401 E ELM DR	38.89	Open	Non	10/23	101-53310-249	
4091132585 9/23	Invoi	920 WASHINGTON ST	9.57	Open	Non	10/23	620-53624-249	
4091132585 9/23	Invoi	CIVIC CENTER (630 MONROE ST)	120.77	Open	Non	10/23	206-55110-249	
4091132585 9/23	Invoi	LC WELL #4 PUMPHOUSE 625 E EVERGREEN	14.67	Open	Non	10/23	620-53624-249	
4091132585 9/23	Invoi	PLANT #2 1118 JEFFERSON ST	9.90	Open	Non	10/23	620-53624-249	
4091132585 9/23	Invoi	721 W ELM DR	10.60	Open	Non	10/23	208-52900-249	
4091132585 9/23	Invoi	108 W MAIN ST	139.72	Open	Non	10/23	101-51650-249	
Total WE ENERGIES (2788):			1,747.27					
Grand Totals:			7,903.33					

Report GL Period Summary

Vendor number hash: 30330
 Vendor number hash - split: 63786
 Total number of invoices: 8

Terms Description	Invoice Amount	Net Invoice Amount
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Total number of transactions:	20
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Terms Description	Invoice Amount	Net Invoice Amount
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Open Terms	7,903.33	7,903.33
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Grand Totals:	7,903.33	7,903.33
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Item For Consideration

For Village Board Review On: 10/18/2023
Agenda Item Topic: ATCAM Site Plan

Prepared On: 10/11/2023
Prepared By: Dave Kittel CDD

Report:

ATCAM is finalizing plans for a new addition to their facility located at 1850 E Elm Dr. The addition is 30,000 square feet and allows for growth of the business as well as modernization. The new driveway located on Bohm Drive will allow trucks to pull into the site and the property has a drive thorough set up for unloading inside the building with trucks then exiting onto Elm Drive. Attached to this report is a copy of the Site Plan for an addition on the ATCAM building. Due to the Covenants in the Industrial Park this site plan is to be approved by the Village Board. On October 9th the site was reviewed by the Plan Commission and the Plan Commission recommended the Village Board approve the site plan on the condition that all staff review comments are answered. In addition, the Commission approved the new driveway location and width. Staff have reviewed the plans and sent comments that have been resolved and the updated plans are being reviewed to ensure nothing was missed.

Fiscal Impact: None

Recommendation/Board Action: Approve the Site plan for the addition on the ATCAM building located at 1850 E. Elm Dr with the Condition that any remaining staff comments are answered, all village ordinances are to be followed and all applicable permits are applied for and reviews from applicable jurisdictions are complete.

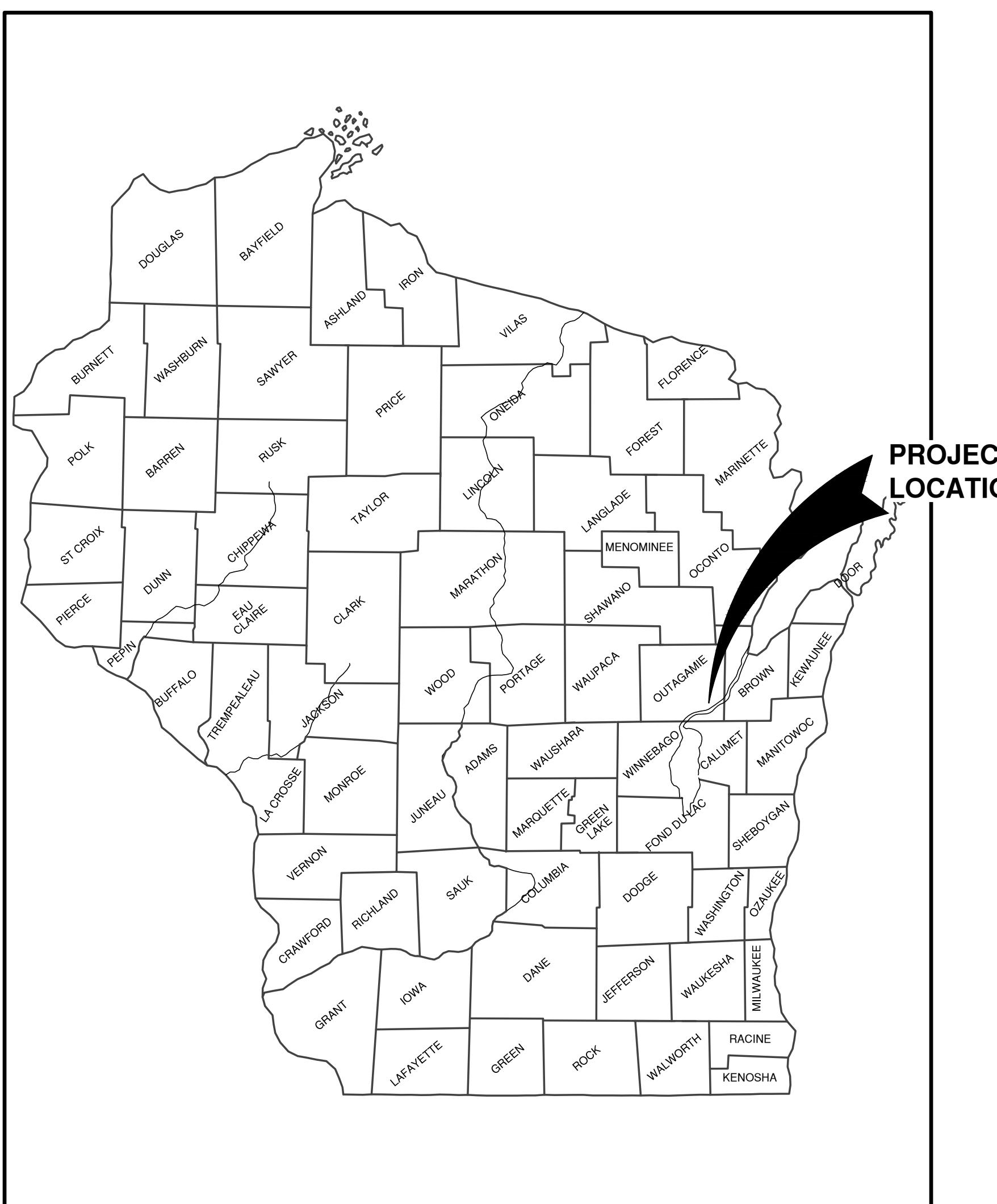
Respectfully Submitted,

Dave Kittel, Community Development Director

SITE DEVELOPMENT OF ATCAM FOR BAYLAND BUILDINGS, INC.

VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

ATTENTION!
DOWNLOADED PLANS ARE NOT SCALEABLE, NEITHER THE OWNER OR THE ENGINEER SHALL BE HELD RESPONSIBLE FOR THE SCALE OR PRINT QUALITY OF DOWNLOADED PLANS. ONLY PRINTED PLANS FROM BLUE PRINT SERVICE CO., INC. SHALL BE CONSIDERED TO BE SCALEABLE PLANS.



VICINITY MAP

NOTE:
EXISTING UTILITIES SHOWN ON PLANS ARE APPROXIMATE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING EXACT LOCATIONS AND ELEVATIONS OF ALL UTILITIES, WHETHER SHOWN OR NOT, FROM THE OWNERS OF THE RESPECTIVE UTILITIES. ALL UTILITY OWNERS SHALL BE NOTIFIED FOR LOCATES BY THE CONTRACTOR 72 HOURS PRIOR TO EXCAVATION.

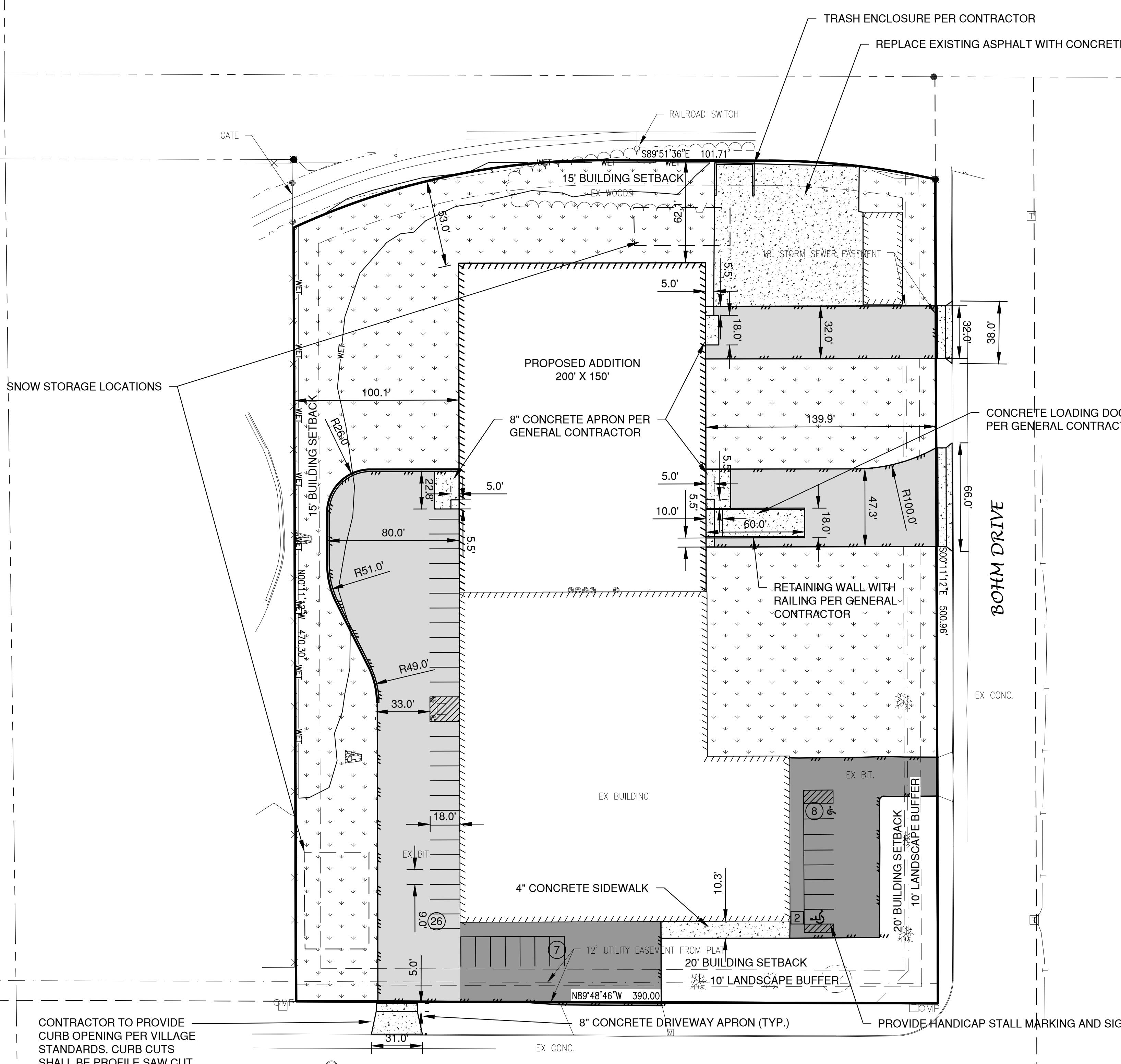
NOTE:
ALL EROSION CONTROL MEASURES SHALL BE IN PLACE PRIOR TO CONSTRUCTION AND SHALL CONFORM TO THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES CONSTRUCTION SITE EROSION CONTROL AND TECHNICAL STANDARDS.

INDEX TO DRAWINGS

SHT. NO.	DESCRIPTION
C	LOCATION MAPS AND INDEX TO DRAWINGS
1	EXISTING SITE CONDITIONS AND DEMO PLAN
2	SITE PLAN
3	UTILITY PLAN
4	GRADING AND EROSION CONTROL PLAN
5	MISCELLANEOUS DETAILS
6	MISCELLANEOUS DETAILS
7	EROSION CONTROL - INLET PROTECTION TYPES A, B, C AND D
8	EROSION CONTROL - INLET PROTECTION TYPE D-HR AND TYPE D-M
9	EROSION CONTROL - DITCH CHECK DETAILS
10	EROSION CONTROL - SHEET FLOW DETAILS
11	EROSION CONTROL - TRACKOUT CONTROL PRACTICES
12	EROSION CONTROL - EROSION MAT SLOPE APPLICATION DETAILS
13	EROSION CONTROL - EROSION MAT CHANNEL APPLICATION DETAILS



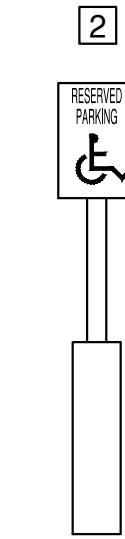
LOCATION MAP



LEGEND

-  CONCRETE PAVEMENT
-  ASPHALT PAVEMENT (NEW) (28,120 S.F.)
-  ASPHALT PAVEMENT (MILL AND PAVE) (12,713 S.F.)
-  GREEN SPACE
-  PROPOSED 18" STANDARD CURB AND GUTTER
-  TRAFFIC FLOW ARROW
-  HANDICAPPED PARKING
-  INDICATES NUMBER OF PARKING STALLS

***NOTE: ALL DIMENSIONS ARE TO THE FACE OF CURB,
UNLESS NOTED OTHERWISE**



NOTES

ALL DISTURBED AREAS SHALL BE TOPSOILED TO A DEPTH OF 6 INCHES, SEEDED AND MULCHED. AREA TO BE RAKED FREE OF STONES AND CLUMPS.

PARKING DATA

PARKING DATA
TOTAL PARKING STALLS PROVIDED = 41
HANDICAP ACCESSIBLE PARKING STALLS = 2
TOTAL PARKING STALLS REQUIRED = 20 (1 PER EMPLOYEE ON MAX SHIFT)

SITE DATA

SITE DATA

TOTAL AREA = 4.52 ACRES, 196,720 S.F.

BUILDING AREA = 1.53 ACRES, 66,855 S.F. (34.0%)

SIDEWALK/PARKING LOT AREA = 1.18 ACRES, 51,404 S.F. (26.1%)

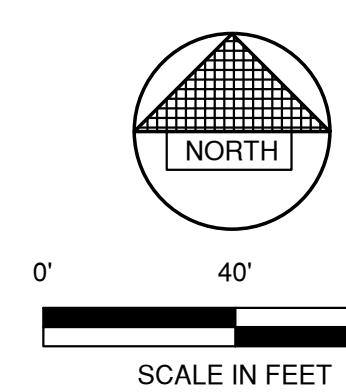
GREEN SPACE = 1.80 ACRES, 78,461 S.F. (39.9%)

ZONING

ZONING ID. INDUSTRIAL DISTRICT

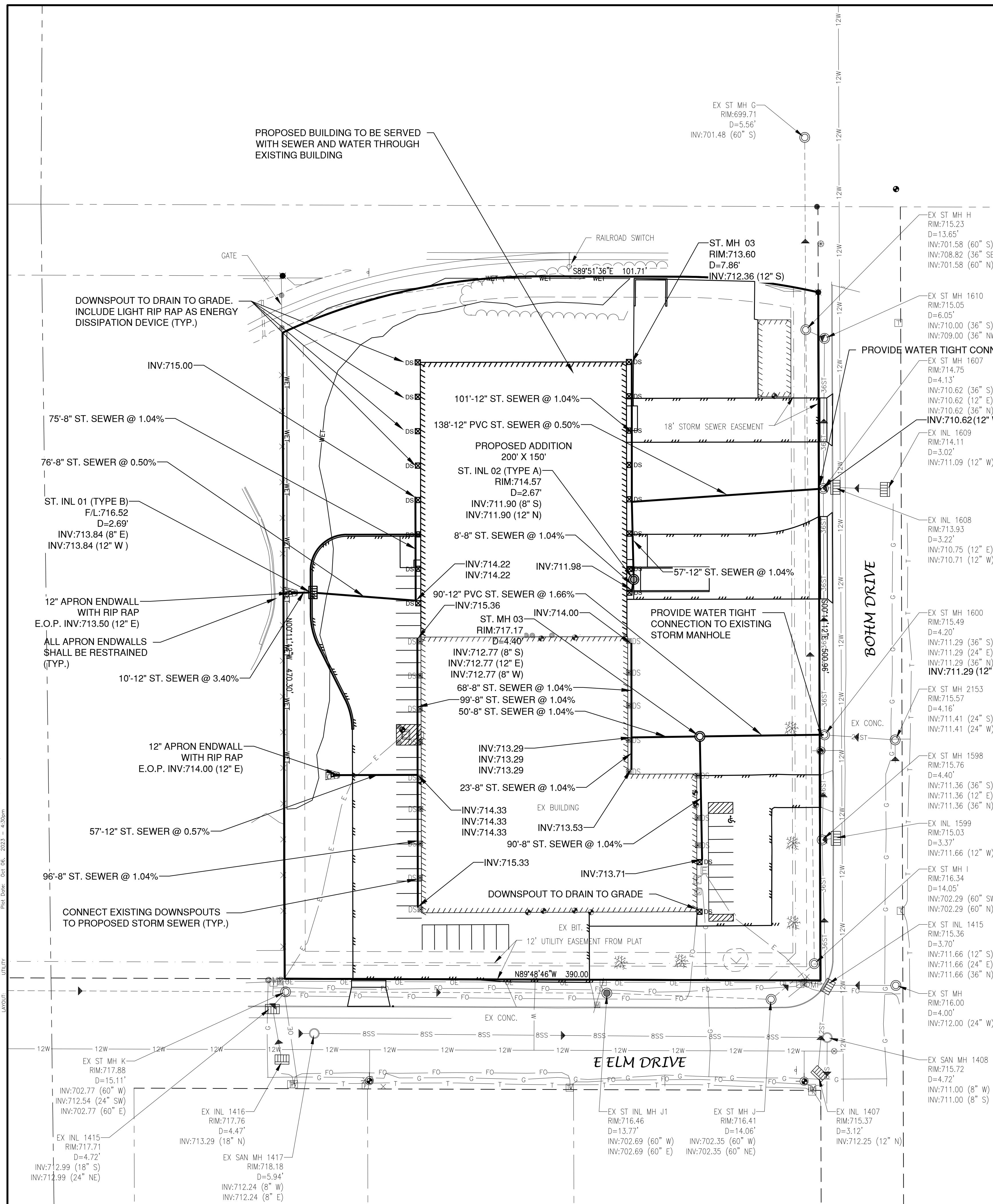
PARCEL NO.

260378800



NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN LLP	DATE 08/2023	SHEET NO.
								CHECKED		2
								FILE		

								DESIGNED		
								JOB NO.		
								203549		
								JGS	203549	



LEGEND

PROPOSED SANITARY SEWER
8SS 8SS **EXISTING SANITARY SEWER (SIZE NOTED)**

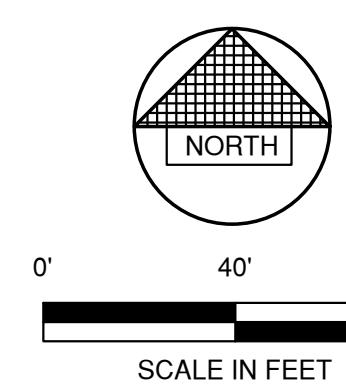
PROPOSED STORM SEWER
10ST 10ST **EXISTING STORM SEWER (SIZE NOTED)**

PROPOSED WATERMAIN
6W 6W 6W **EXISTING WATERMAIN (SIZE NOTED)**

PROPOSED	EXISTING
○	○ FIRE HYDRANT
⊗	⊗ WATER VALVE/CURB STOP
ⓧ	ⓧ WATER MANHOLE
▽	▽ REDUCER/INCREASER
○	○ SANITARY MANHOLE
○	○ LIFT STATION
□	□ TRACER WIRE SIGNAL CONNECTION BOX
○ _{co}	○ _{co} CLEANOUT
○	○ STORM MANHOLE
○	○ STORM CATCH BASIN
□	□ STORM INLET
□	□ STORM INLET MANHOLE
□	□ YARD DRAIN
○	○ STANDPIPE
⊗ _{DS}	⊗ _{DS} ROOF DOWNSPOUT
□	□ DISCHARGE STRUCTURE

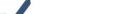
NOTE

1. A MINIMUM OF 6.5 FEET OF COVER SHALL BE MAINTAINED OVER ALL WATERMAIN.
2. SANITARY SEWER, WATERMAIN AND STORM SEWER SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN AND ADMINISTRATIVE CODE CHAPTERS COMM 81-87.
3. FIELD VERIFY LOCATION OF EXISTING UTILITIES. IF EXISTING LOCATIONS DIFFER FROM WHAT IS INDICATED ON THE PLANS, **CONTACT ENGINEER**, PRIOR TO CONTINUED WORK.
4. ALL SANITARY SEWER, STORM SEWER AND WATER SERVICES / MAINS SHALL BE PROVIDED WITH TRACER WIRE OR OTHER METHOD TO BE LOCATED.
5. EXISTING GAS, ELECTRIC, CABLE TELEVISION AND TELEPHONE TO BE REMOVED AND/OR RELOCATED BY OTHERS. WORK SHALL BE COORDINATED BY GENERAL CONTRACTOR.
6. CONTRACTOR SHALL CONTACT THE VILLAGE OF LITTLE CHUTE DEPARTMENT OF PUBLIC WORKS AT LEAST THREE (3) BUSINESS DAYS PRIOR TO CONNECTING STORM SEWER TO VILLAGE MANHOLES TO COORDINATE INSPECTION OF THIS WORK

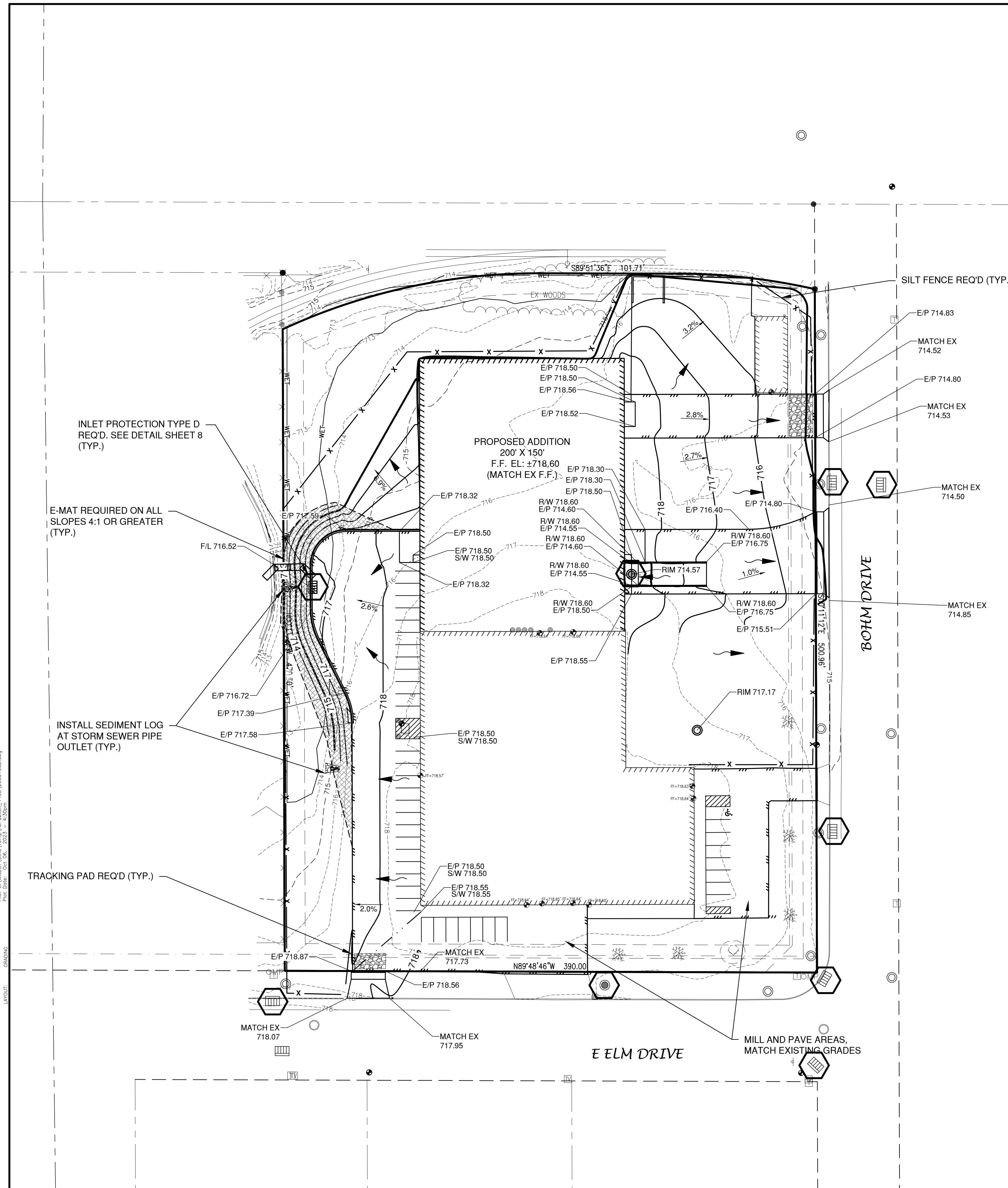


UTILITY PLAN

The logo for HIREL features the word "HIREL" in a large, bold, blue sans-serif font. The letter "H" is partially obscured by a stylized graphic of green and blue vertical bars and a cluster of green reeds or blades of grass. Below the logo, the address "1250 Centennial Centre Blvd | Hobart" is written in a smaller, black, sans-serif font.



REI Robert E. Lee
& Associates, Inc.



LEGEND

EROSION CONTROL

ALL EROSION CONTROL PRACTICES INDICATED ON THIS PLAN ARE APPROXIMATE LOCATIONS ONLY. THE ACTUAL SITE MAY REQUIRE MORE OR LESS EROSION CONTROL DEPENDING ON THE CURRENT CONDITION OF THE SITE.

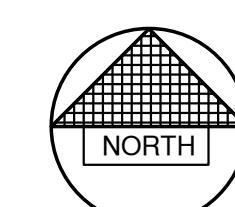
1. SILT FENCE IS REQUIRED DOWNSLOPE OF ANY DISTURBED LAND THAT MAY CARRY SEDIMENTS OFF SITE.
2. A TRACKING PAD IS REQUIRED AT ANY INGRESS/EGRESS LOCATION, WHERE SEDIMENT MAY BE TRACKED OFF-SITE.
3. PROPER INLET PROTECTION SHALL BE USED DEPENDING ON THE INLET TYPE.
4. ALL NECESSARY SITE DEWATERING SHALL BE PERFORMED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1061.

NOTE

*CONTRACTOR TO TEMPORARILY BUILD GRAVEL
BASE COURSE TO FINAL PAVEMENT ELEVATION
FOR LOADING DOCK RAMPS AND TEST RAMP FOR
PROPER TRUCK ALIGNMENT TO LOADING
DOCK PRIOR TO PAVING

CONSTRUCTION SEQUENCE

1. INSTALL INLET PROTECTION AS IDENTIFIED ON SITE AND ON VILLAGE INLETS (NOVEMBER 2023)
2. INSTALL TRACKING PAD. (NOVEMBER 2023)
3. INSTALL PERIMETER SILT FENCE (NOVEMBER 2023)
4. DEMO EXISTING PARKING LOT PAVEMENT (NOVEMBER 2023)
5. FILL PROPOSED BUILDING, GRADE SITE TO SUBGRADE ELEVATIONS (NOVEMBER 2023- APRIL 2024)
6. CONSTRUCT UTILITIES, INSTALL EROSION CONTROL AS NEEDED ON NEW UTILITIES (NOVEMBER 2023- APRIL 2024)
7. CONSTRUCT NEW BUILDING (APRIL 2024)
8. GRADE/PAVE PARKING LOT AND POUR CONCRETE SIDEWALKS AND LOADING DOCKS (MAY 2024)
9. FINAL GRADING (MAY 2024) TOPSOIL, SEED AND MULCH. PROJECT COMPLETION SUMMER 2024



NO.	DATE	APPROV.

SITE DEVELOPMENT OF ATCAM FOR BAYLAND BUILDINGS, INC.

VILLAGE OF LITTLE CHUTE OUTAGAMIE COUNTY, WISCONSIN

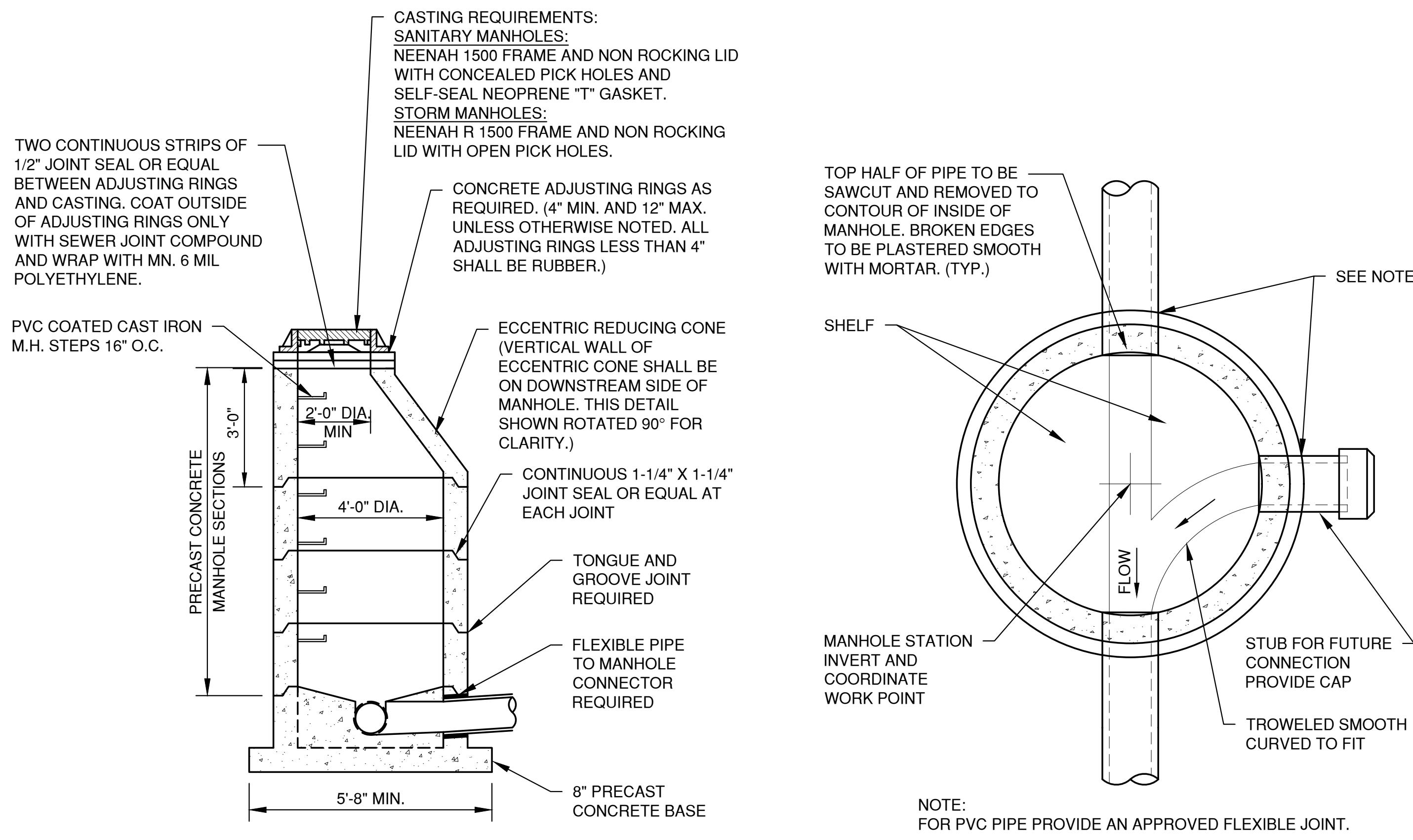
GRADING AND EROSION CONTROL PLAN

DATE
08/2023
FILE
2035495D
JOB NO.
2035495D



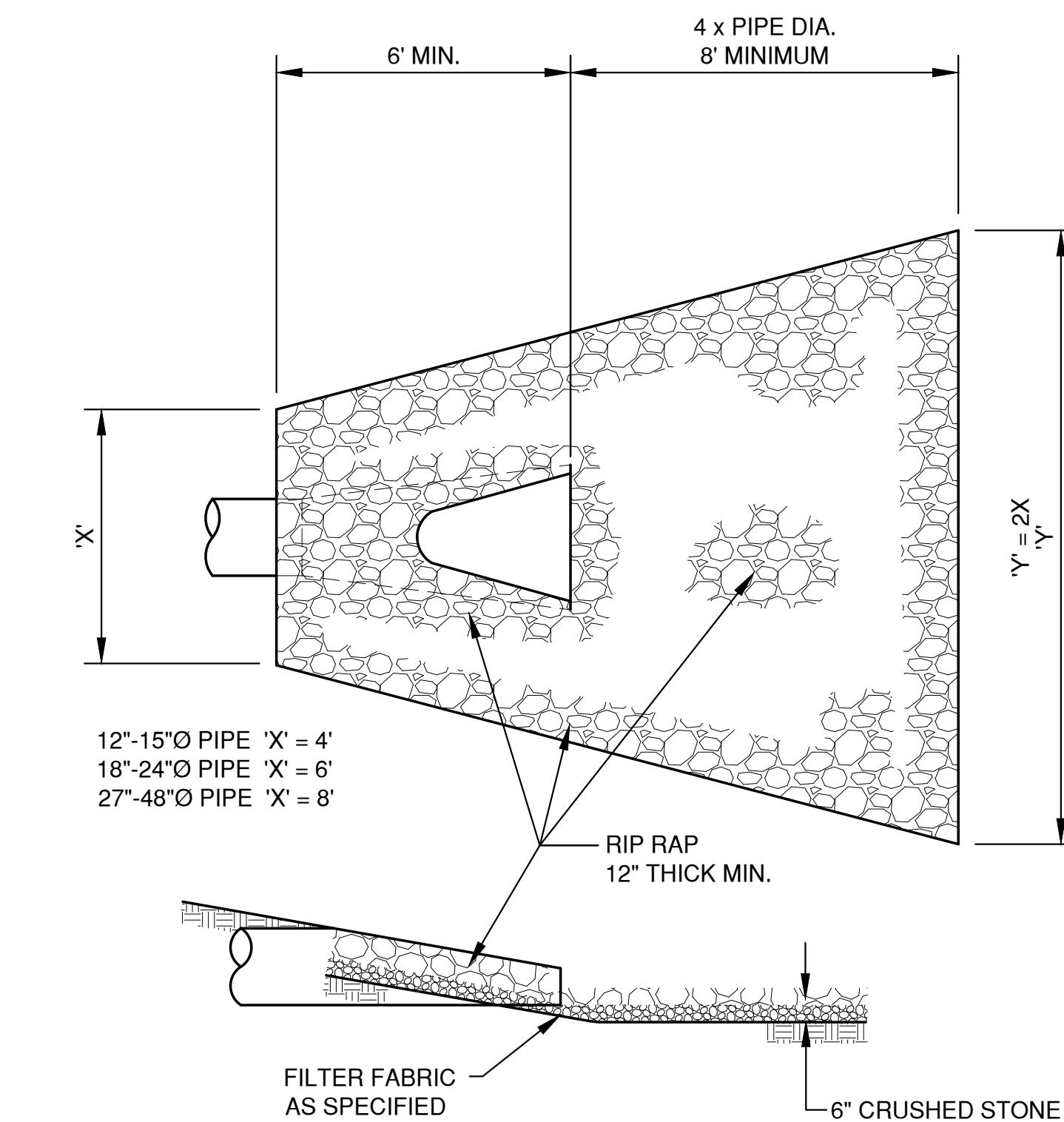
Robert E. Lee
& Associates, Inc.

SHEB



**SANITARY AND STORM STANDARD MANHOLE
8"-24" (INCLUSIVE)**

**MANHOLE BASE PLAN
8" - 60" (INCLUSIVE)**

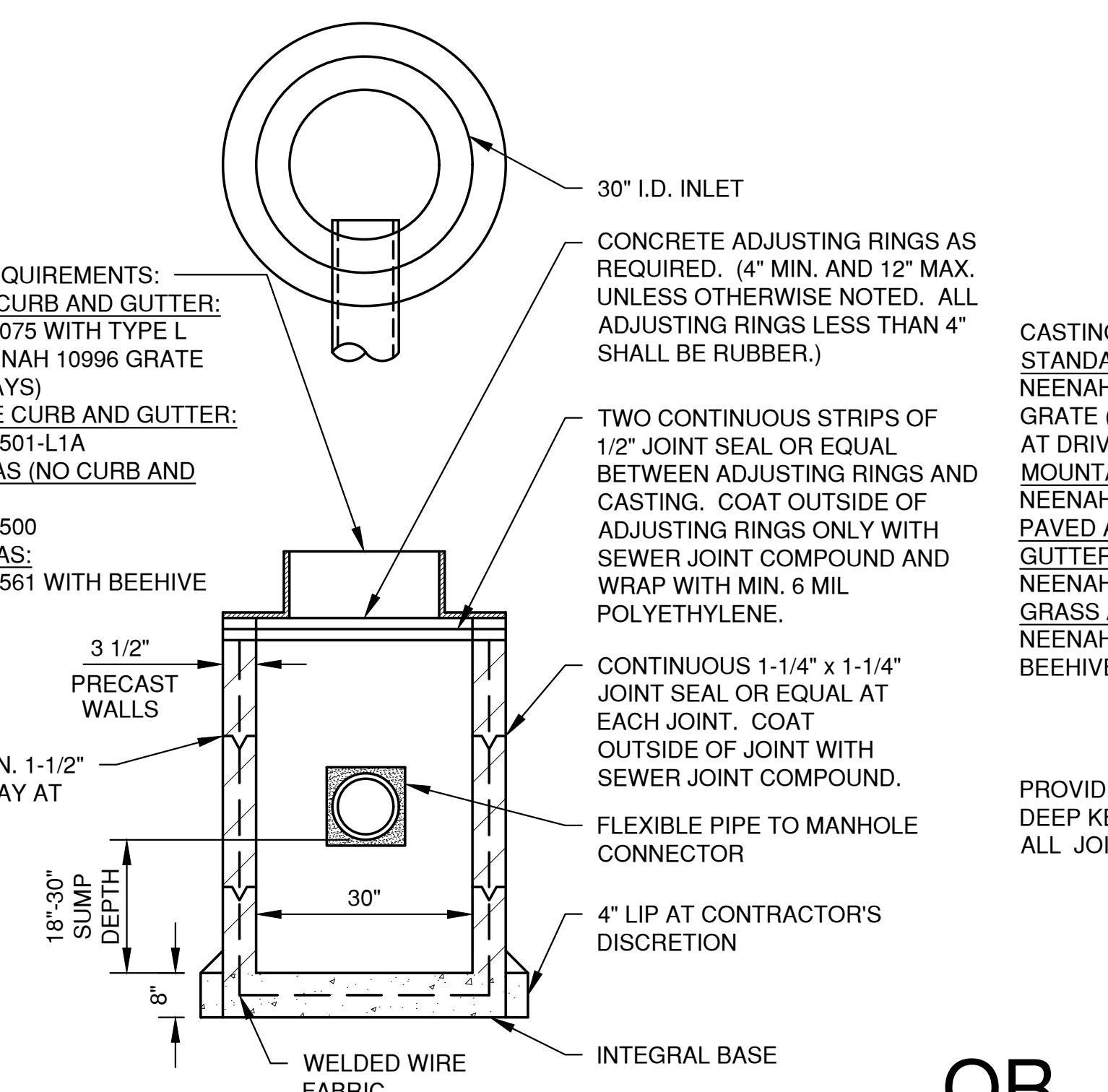


ENDWALL RIP RAP DETAIL

Page: B1-2000, 2018-2019-2020-2021-2022-2023
Rev. Date: Sep. 13, 2023
File: 2035495-2035495DET.Dwg

DETAILS (1)

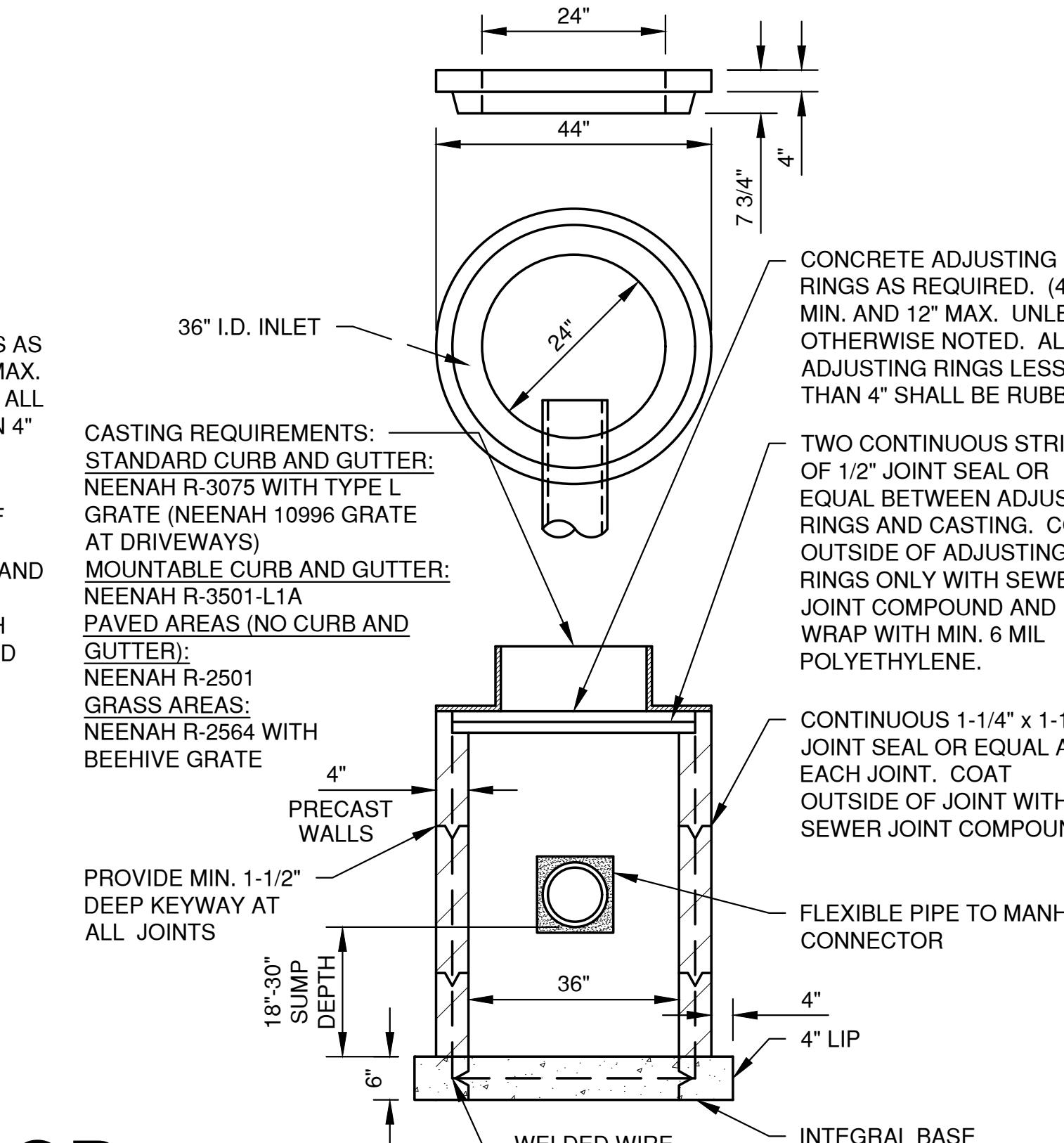
LAYOUT:



ALL PRECAST INLET UNITS SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF AASHTO DESIGNATION M 199

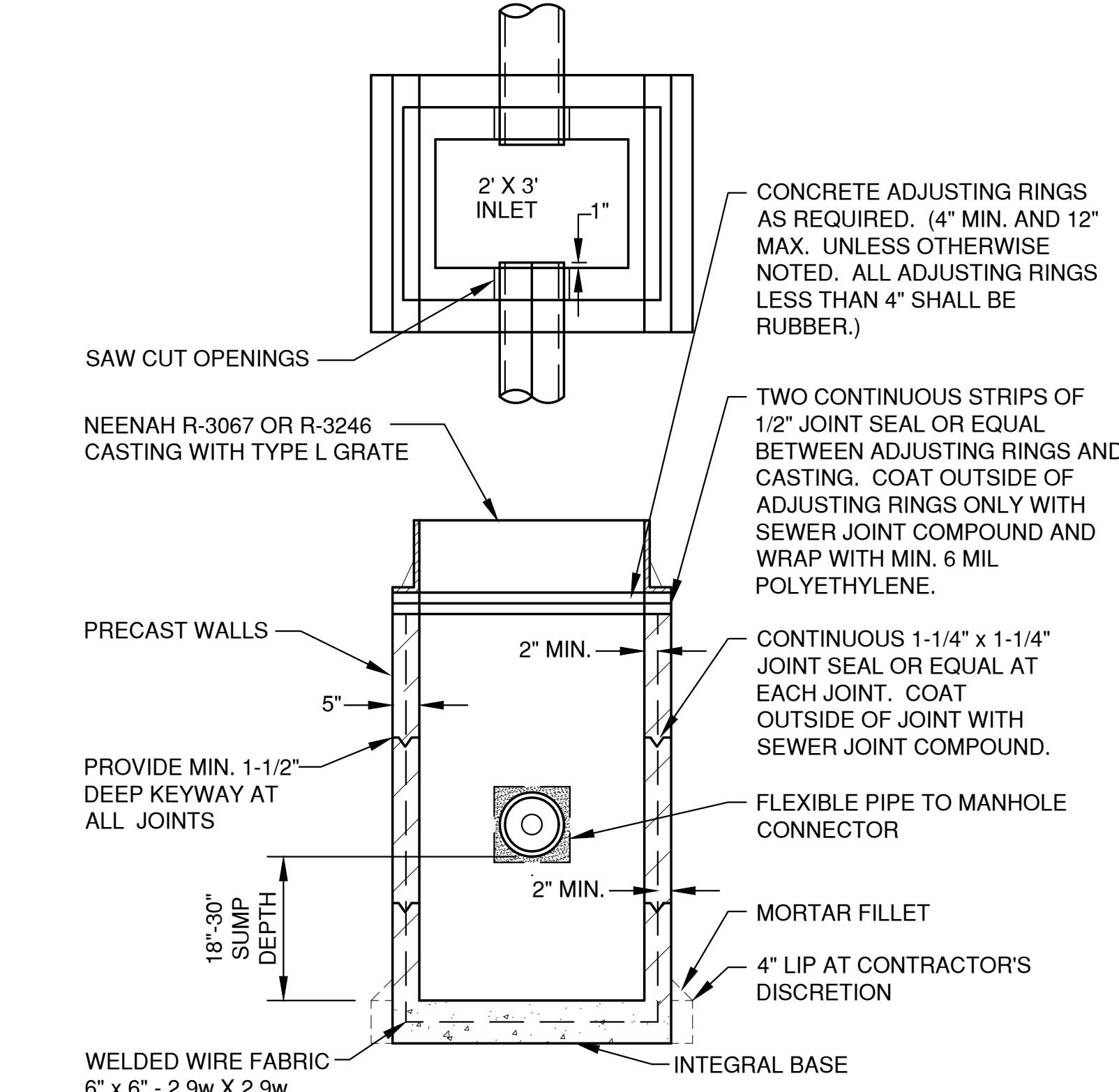
TYPE 'A' STORM INLET

OR



ALL PRECAST INLET UNITS SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF AASHTO DESIGNATION M 199

TYPE 'A' STORM INLET



ALL PRECAST INLET UNITS SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF AASHTO DESIGNATION M 199

TYPE 'B' STORM INLET

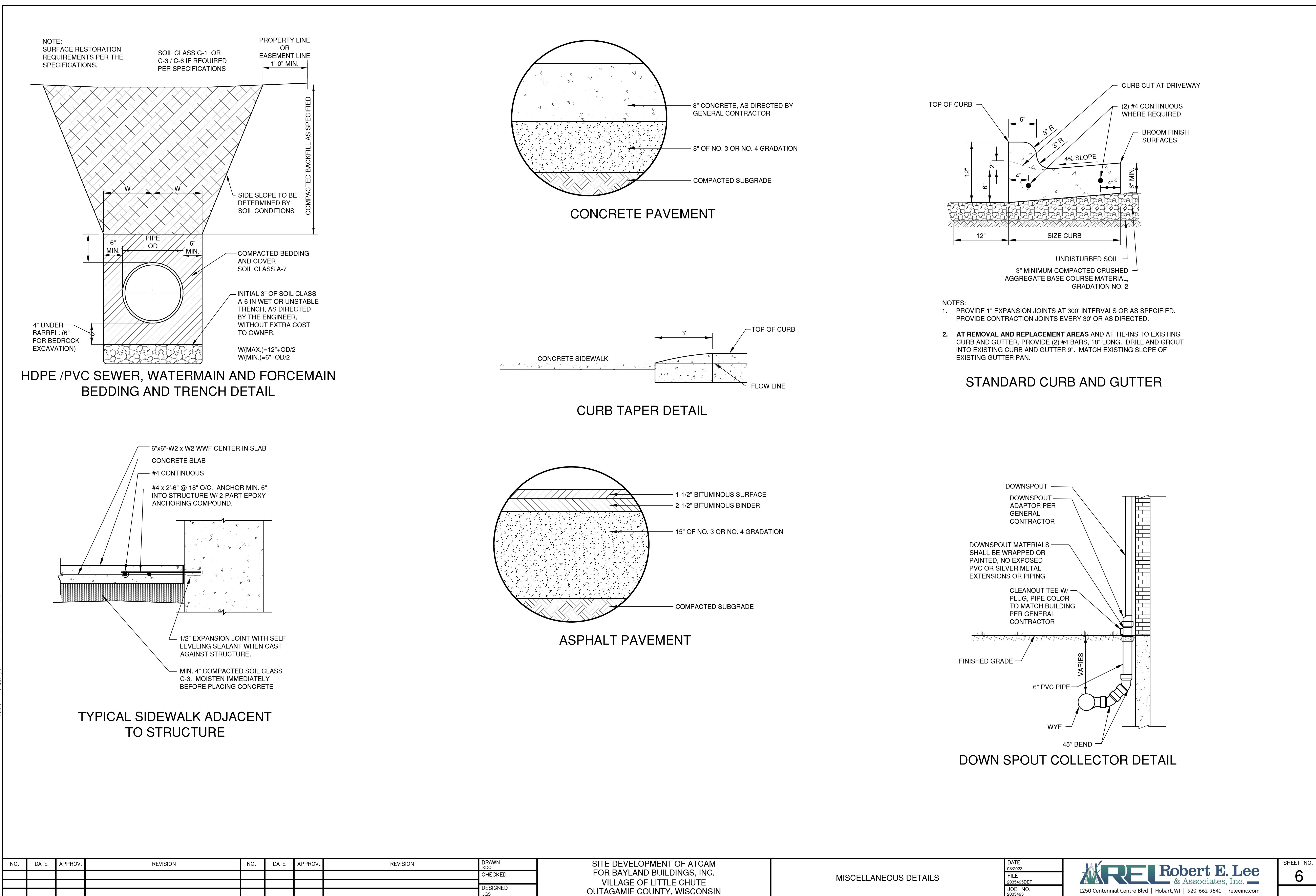
NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN DRAWN CHECKED DESIGNED

SITE DEVELOPMENT OF ATCAM
FOR BAYLAND BUILDINGS, INC.
VILLAGE OF LITTLE CHUTE
OUTAGAMIE COUNTY, WISCONSIN

MISCELLANEOUS DETAILS

DATE
08/2023
FILE
2035495DET
JOB NO.
2035495

REL Robert E. Lee & Associates, Inc.
1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releeinc.com



INLET PROTECTION NOTES:

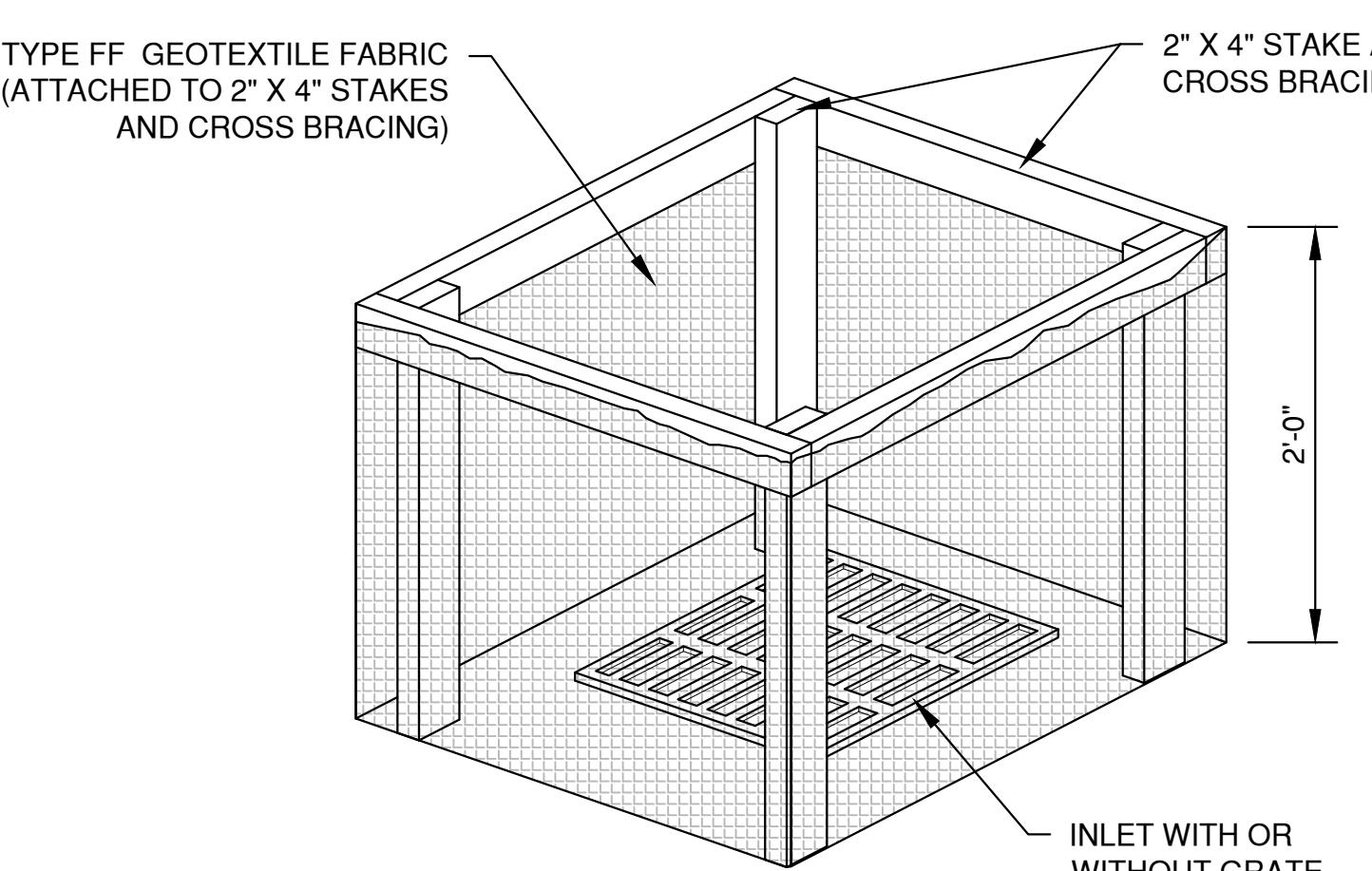
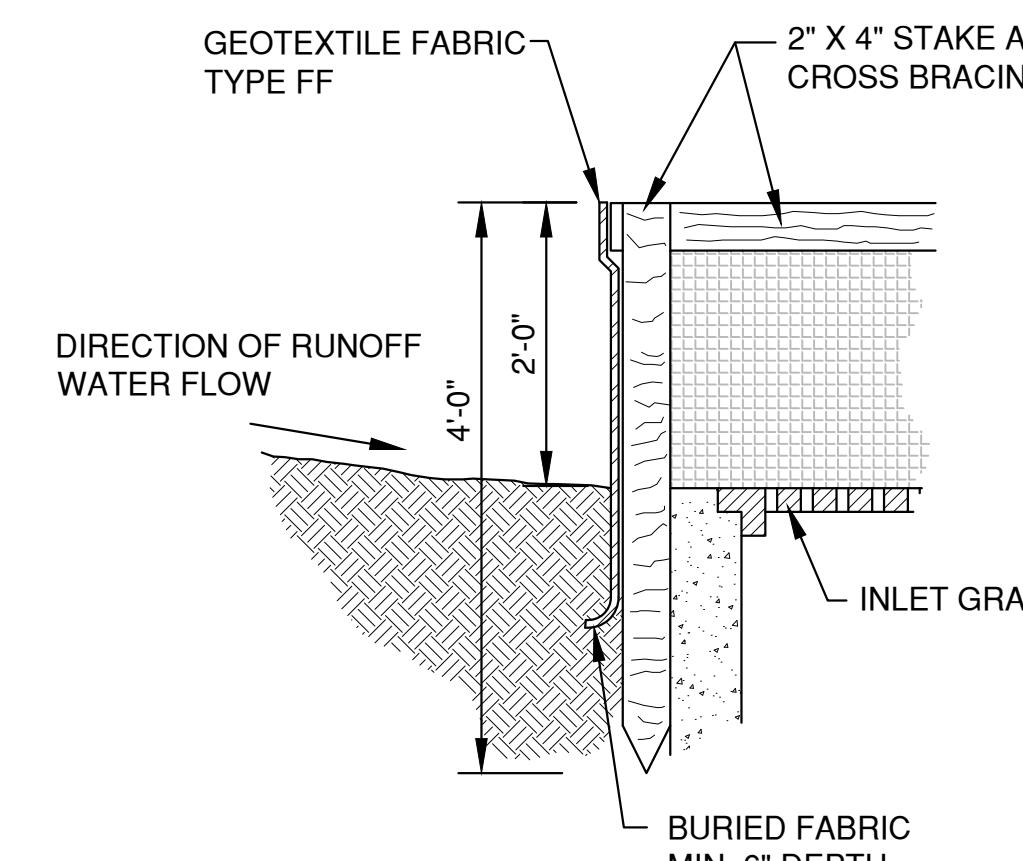
INLET PROTECTION DEVICES SHALL BE IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1060, STORM DRAIN INLET PROTECTION FOR CONSTRUCTION SITES.

MANUFACTURED ALTERNATIVES APPROVED AND LISTED ON THE WDOT PRODUCT ACCEPTABILITY LIST MAY BE SUBSTITUTED.

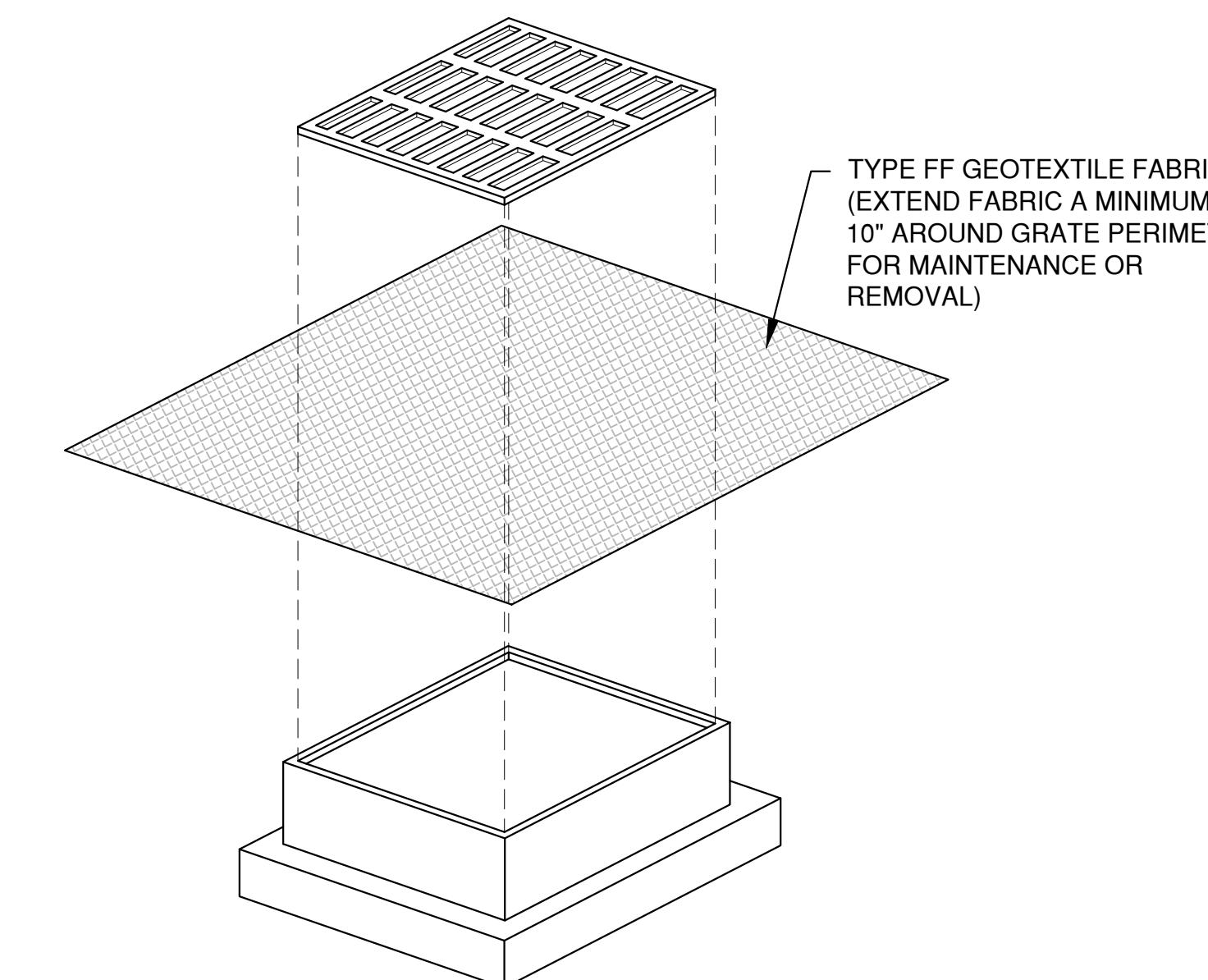
WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED ON THE GEOTEXTILE FABRIC DOES NOT FALL INTO THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.

MAINTENANCE NOTES:

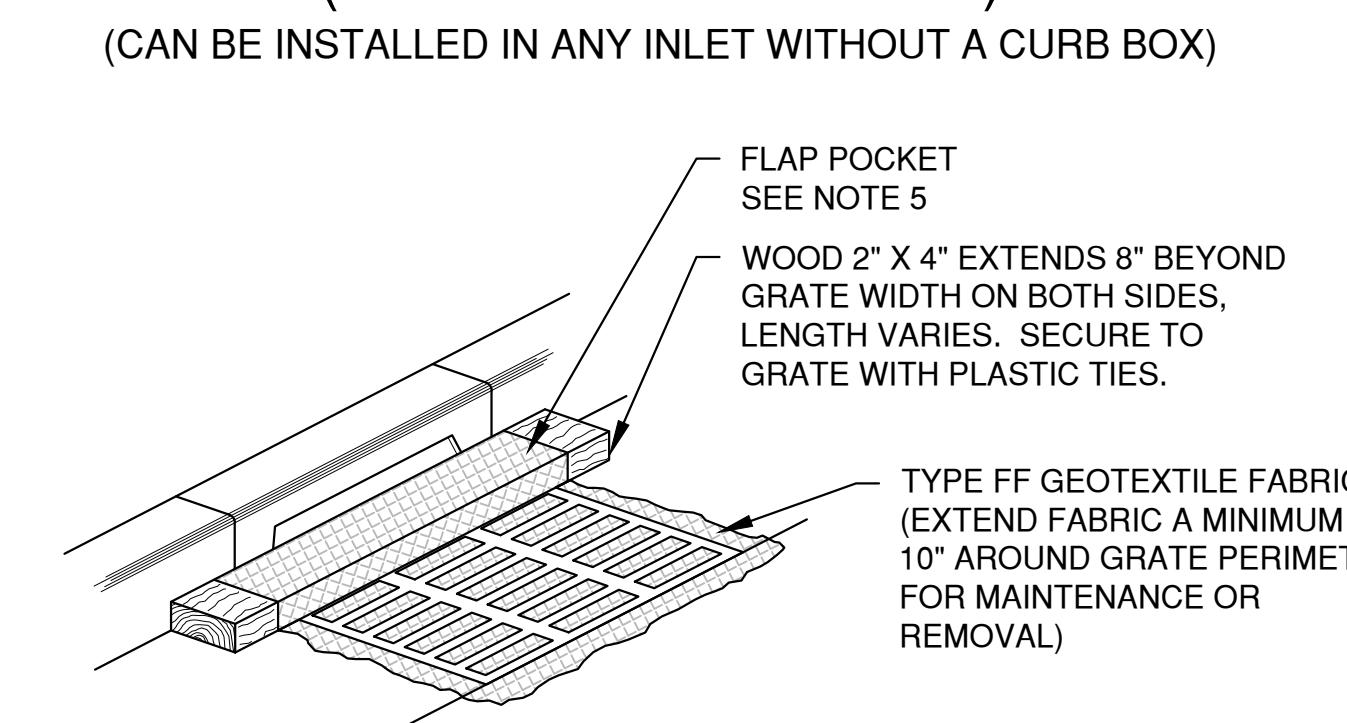
WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED IN THE FABRIC DOES NOT FALL INTO THE STRUCTURE. MATERIAL THAT HAS FALLEN INTO THE INLET SHALL BE IMMEDIATELY REMOVED.



INLET PROTECTION, TYPE A



INLET PROTECTION, TYPE B
(WITHOUT CURB BOX)



INLET PROTECTION, TYPE C
(WITH CURB BOX)

INSTALLATION NOTES: TYPE "B" AND "C"

TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 3" OF THE GRATE.

DEMONSTRATE A METHOD OF MAINTENANCE, USING A SEWN FLAP, HAND HOLDS OR OTHER METHOD TO PREVENT ACCUMULATED SEDIMENT FROM ENTERING THE INLET.

TYPE "D"

DO NOT INSTALL INLET PROTECTION TYPE D IN INLETS SHALLOWER THAN 30" MEASURED FROM THE BOTTOM OF THE INLET TO THE TOP OF THE GRATE.

TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 3" OF THE GRATE.

THE INSTALLED BAG SHALL HAVE A MINIMUM SIDE CLEARANCE, BETWEEN THE INLET WALLS AND THE BAG, MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES, OF 3". WHERE NECESSARY, CINCH THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 3" CLEARANCE, THE TIES SHALL BE PLACED AT THE MAXIMUM OF 4" FROM THE BOTTOM OF THE BAG.

NOTES:

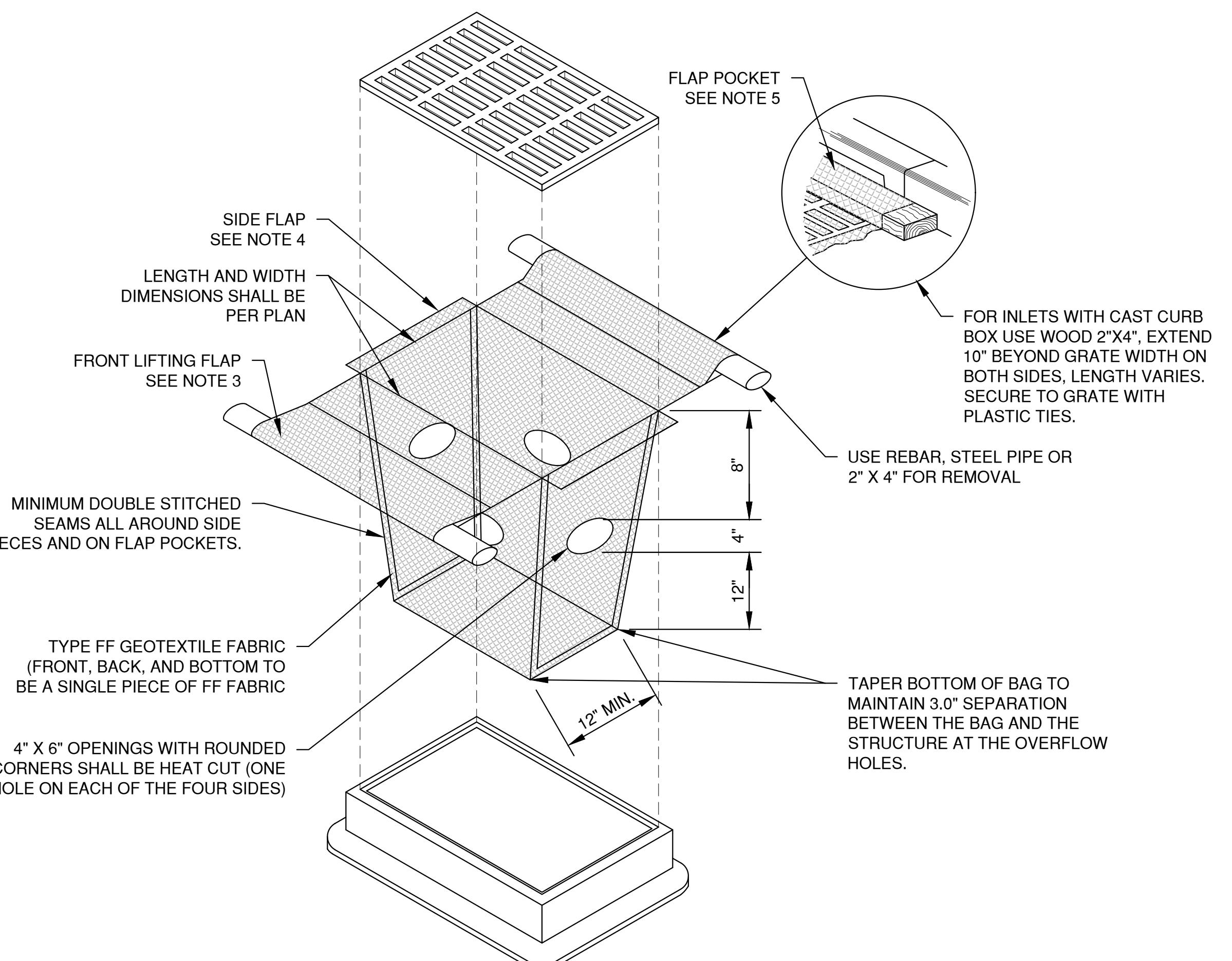
1. TAPER BOTTOM OF BAG TO MAINTAIN THREE INCHES OF CLEARANCE BETWEEN THE BAG AND THE STRUCTURE, MEASURED FROM THE BOTTOM OF THE OVERFLOW OPENINGS TO THE STRUCTURE WALL.

2. GEOTEXTILE FABRIC TYPE FF FOR FLAPS, TOP AND BOTTOM OF THE OUTSIDE OF FILTER BAG. FRONT, BACK AND BOTTOM OF FILTER BAG BEING ONE PIECE.

3. FRONT LIFTING FLAP IS TO BE USED WHEN REMOVING AND MAINTAINING FILTER BAG.

4. SIDE FLAPS SHALL BE A MAXIMUM OF TWO INCHES LONG. FOLD THE FABRIC OVER AND REINFORCE WITH MULTIPLE STITCHES.

5. FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2" X 4". THE REBAR, STEEL PIPE, OR WOOD SHALL BE INSTALLED IN THE REAR FLAP AND SHALL NOT BLOCK THE TOP HALF OF THE CURB FACE OPENING.



INLET PROTECTION, TYPE D

(CAN BE INSTALLED IN INLETS WITH OR WITHOUT CURB BOXES)

NOTES:

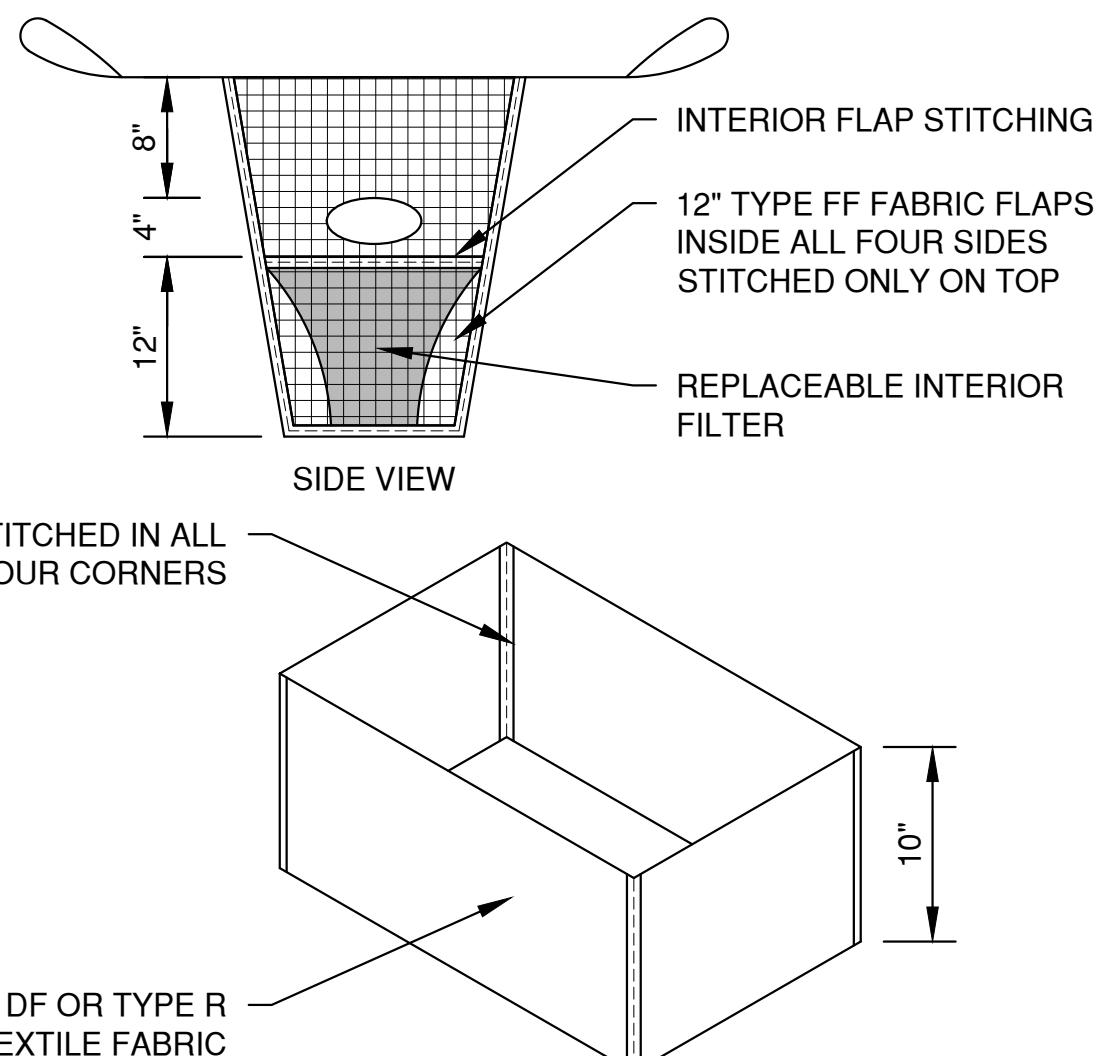
1. TAPER BOTTOM OF BAG TO MAINTAIN THREE INCHES OF CLEARANCE BETWEEN THE BAG AND THE STRUCTURE, MEASURED FROM THE BOTTOM OF THE OVERFLOW OPENINGS TO THE STRUCTURE WALL.
2. GEOTEXTILE FABRIC TYPE FF FOR FLAPS AND TOP HALF OF FILTER BAG. GEOTEXTILE FABRIC TYPE HR FOR BOTTOM HALF OF FILTER BAG. FRONT, BACK AND BOTTOM OF FILTER BAG BEING ONE PIECE.
3. FRONT LIFTING FLAP IS TO BE USED WHEN REMOVING AND MAINTAINING FILTER BAG.
4. SIDE FLAPS SHALL BE A MAXIMUM OF TWO INCHES LONG. FOLD THE FABRIC OVER AND REINFORCE WITH MULTIPLE STITCHES.
5. FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2" X 4". THE REBAR, STEEL PIPE, OR WOOD SHALL BE INSTALLED IN THE REAR FLAP AND SHALL NOT BLOCK THE TOP HALF OF THE CURB FACE OPENING.

MAINTENANCE NOTES

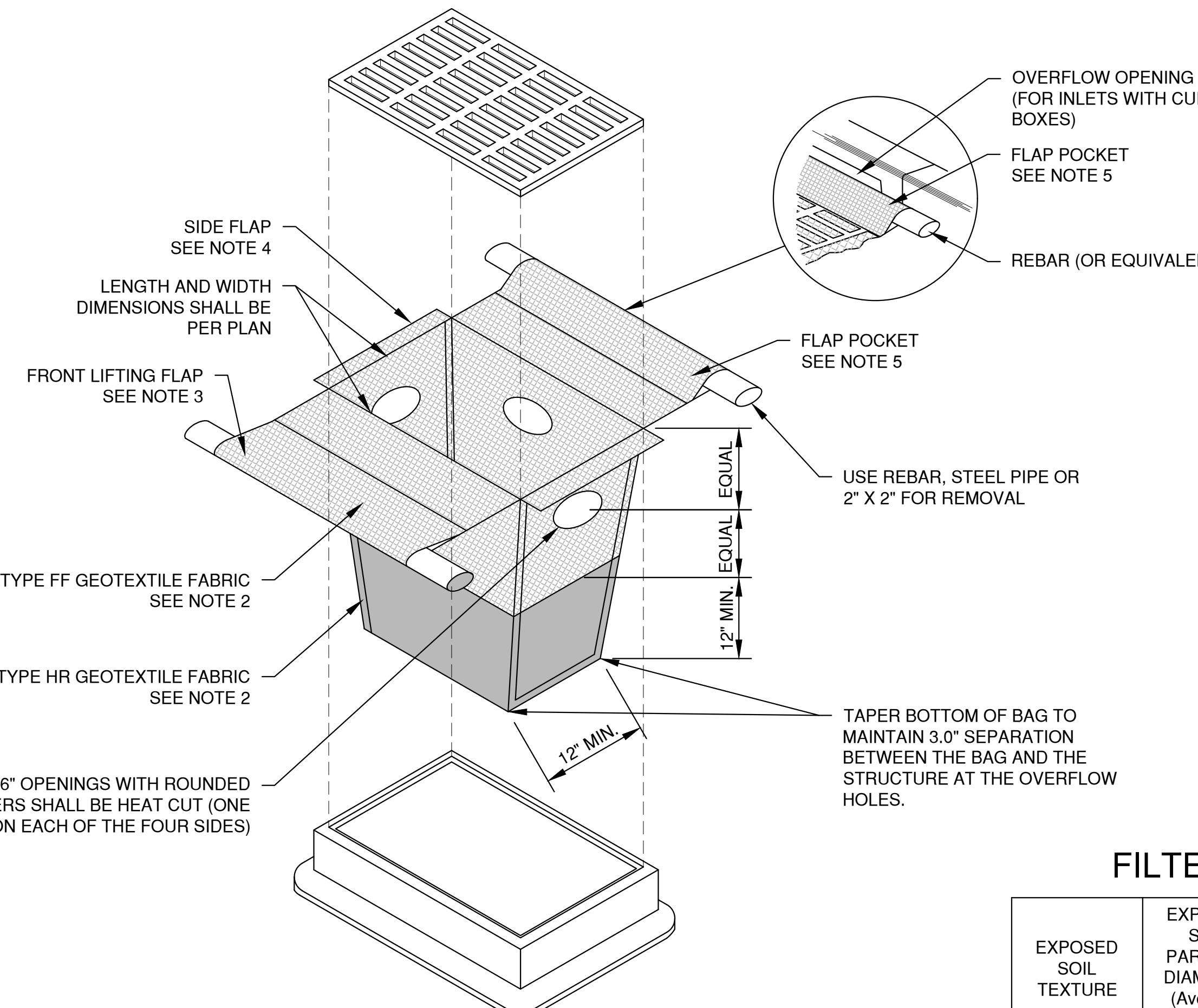
WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED IN THE FABRIC DOES NOT FALL INTO THE STRUCTURE. MATERIAL THAT HAS FALLEN INTO THE INLET SHALL BE IMMEDIATELY REMOVED.

NOTES:

1. TAPER BOTTOM OF BAG TO MAINTAIN THREE INCHES OF CLEARANCE BETWEEN THE BAG AND THE STRUCTURE, MEASURED FROM THE BOTTOM OF THE OVERFLOW OPENINGS TO THE STRUCTURE WALL.
2. GEOTEXTILE FABRIC TYPE FF FOR FLAPS, TOP AND BOTTOM OF OUTSIDE OF FILTER BAG. FRONT, BACK AND BOTTOM OF FILTER BAG BEING ONE PIECE.
3. FRONT LIFTING FLAP IS TO BE USED WHEN REMOVING AND MAINTAINING FILTER BAG.
4. SIDE FLAPS SHALL BE A MAXIMUM OF TWO INCHES LONG. FOLD THE FABRIC OVER AND REINFORCE WITH MULTIPLE STITCHES.
5. FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2" X 4". THE REBAR, STEEL PIPE, OR WOOD SHALL BE INSTALLED IN THE REAR FLAP AND SHALL NOT BLOCK THE TOP HALF OF THE CURB FACE OPENING.

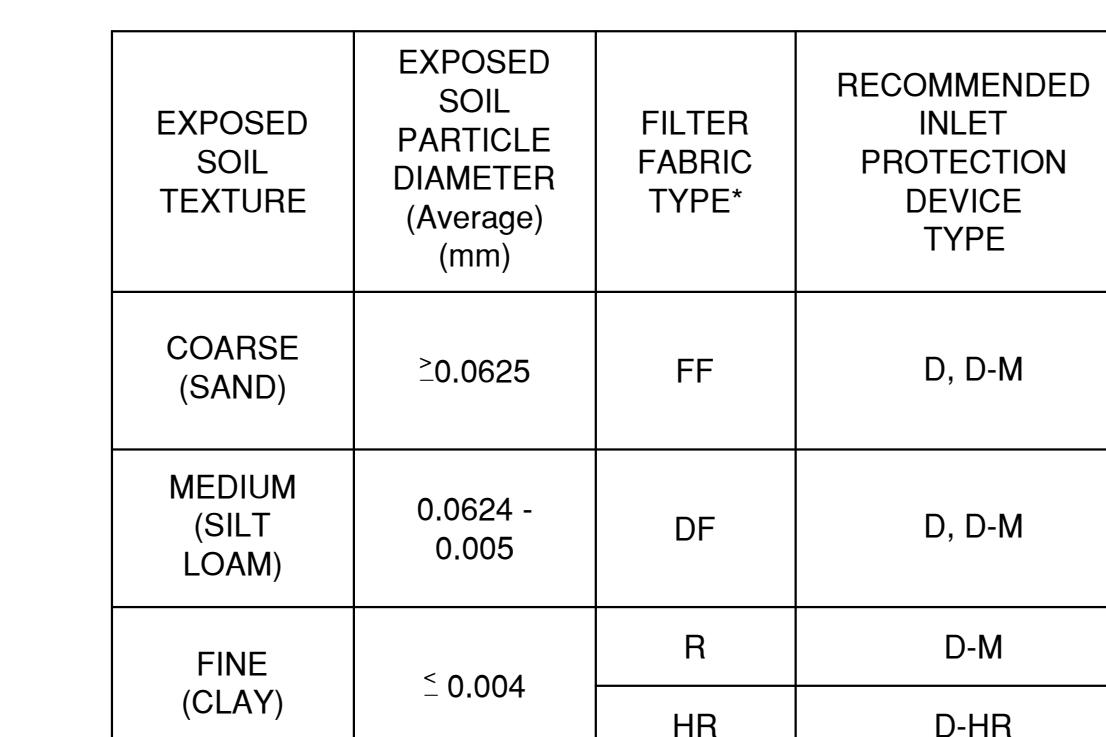


REPLACEABLE INTERIOR FILTER

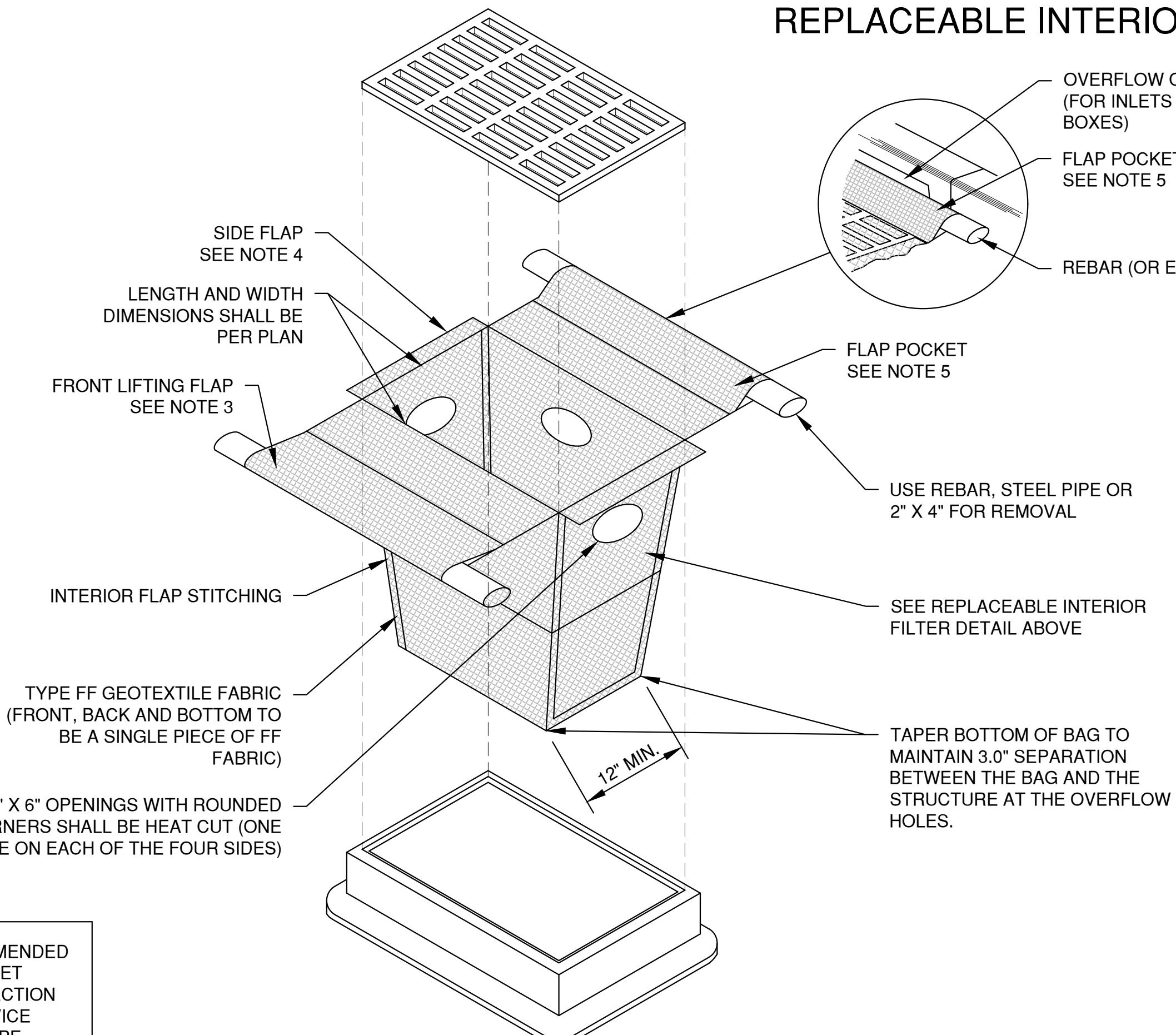


INLET PROTECTION, TYPE D-HR

(CAN BE INSTALLED IN INLETS WITH OR WITHOUT CUBB BOXES)



FILTER FABRIC TYPE



INLET PROTECTION, TYPE D-M

(CAN BE INSTALLED IN INLETS WITH OR WITHOUT CURB BOXES)

* DF, R OR HR FILTERS MAY BE USED WHERE FF IS THE REQUIRED MINIMUM STANDARD. R OR HR MAY BE USED WHERE DF IS THE REQUIRED MINIMUM STANDARD.

** FOLLOW DESIGN CRITERIA OF WDNB TECHNICAL STANDARD 1060

NO.	DATE	APPROV.	REVISION

NO.	DATE	APPROV.	REVISION

	DRAWN KDC
	CHECKED

	DESIGNED JGS

SITE DEVELOPMENT OF ATCAM FOR BAYLAND BUILDINGS, INC.

VILLAGE OF LITTLE CHUTE OUTAGAMIE COUNTY, WISCONSIN

EROSION CONTROL INLET PROTECTION TYPE D-HR AND TYPE D-M

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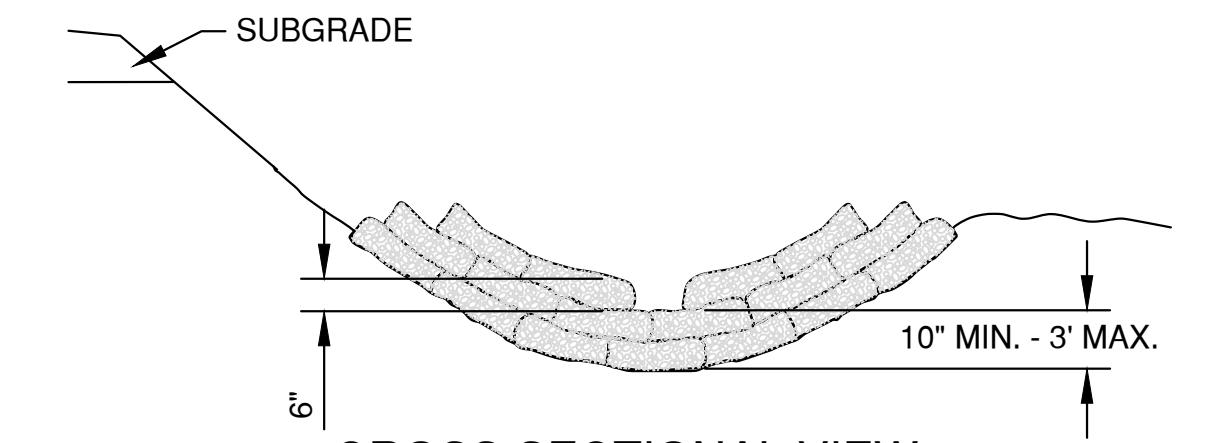
FILTER BAG DETAIL

NOTES:

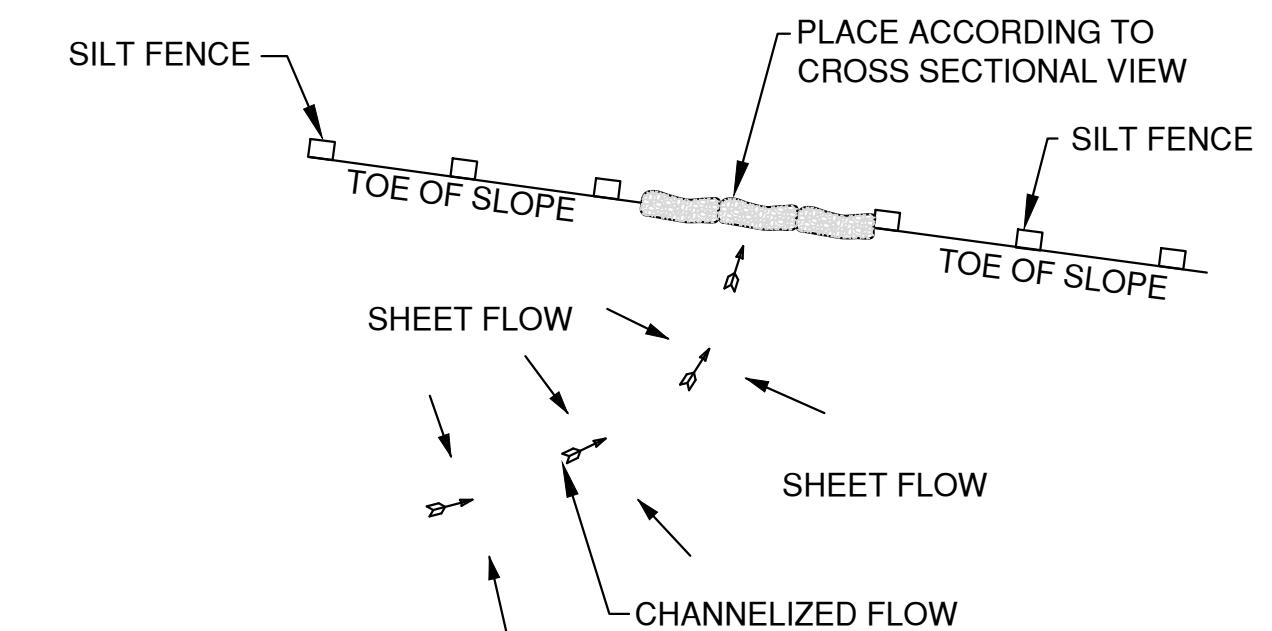
1. 18" X 30" ROCK FILLED FILTER BAG SHALL BE COMPRISED OF THE FOLLOWING:
HDPE HIGH DENSITY POLYETHYLENE
HDPE HIGH DENSITY POLYETHYLENE DRAW STRING KNITTED DIRECTLY
INTO BAG OPENING.
80% FABRIC CLOSURE WITH APPARENT OPENING SIZE NO LARGER THAN
1/8" X 1/8"
ROLLED SEAM USING A MINIMUM OF 480 DENIER POLYESTER
SEWING YARN FOR STRENGTH AND DURABILITY.
2. USE WELL GRADED COURSE AGGREGATE CONFORMING TO THE FOLLOWING
GRADATION REQUIREMENTS

SIEVE SIZE	SIZE NO.
2 INCH (50 mm)	AASHTO No. 67 (1)
1 1/2 INCH (37.5mm)	-
1 INCH (25.0 mm)	100
3/4 INCH (19.0mm)	90-100
3/8 INCH (9.5mm)	20-55
No. 4 (4.75mm)	0-10
No. 8 (2.36mm)	0-5

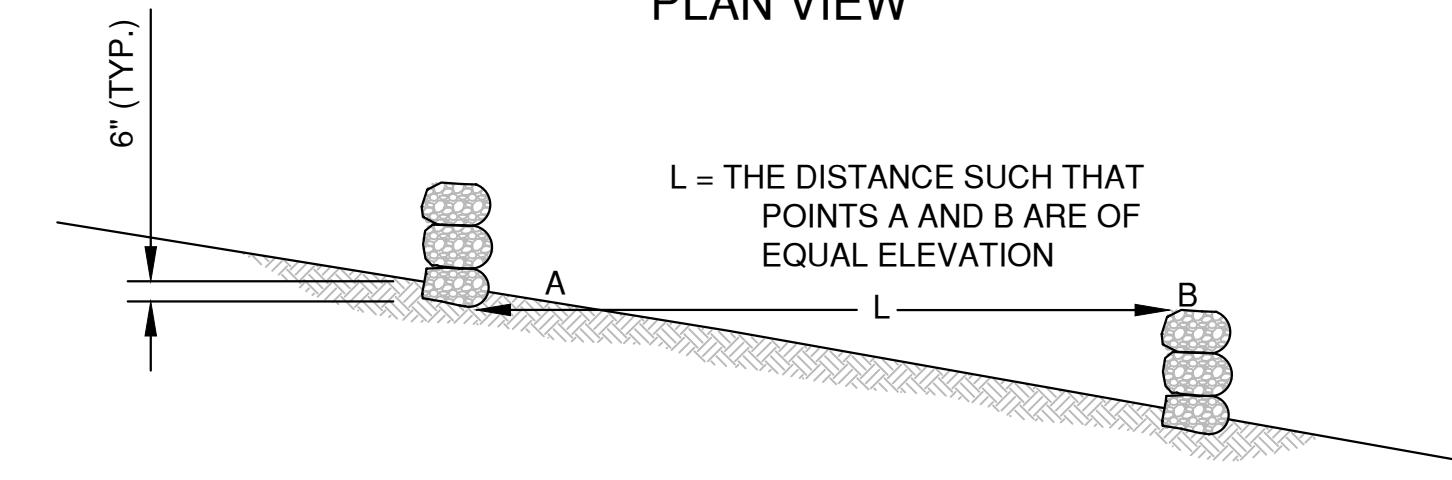
(1) SIZE No. ACCORDING TO AASHTO M 43



CROSS SECTIONAL VIEW



PLAN VIEW

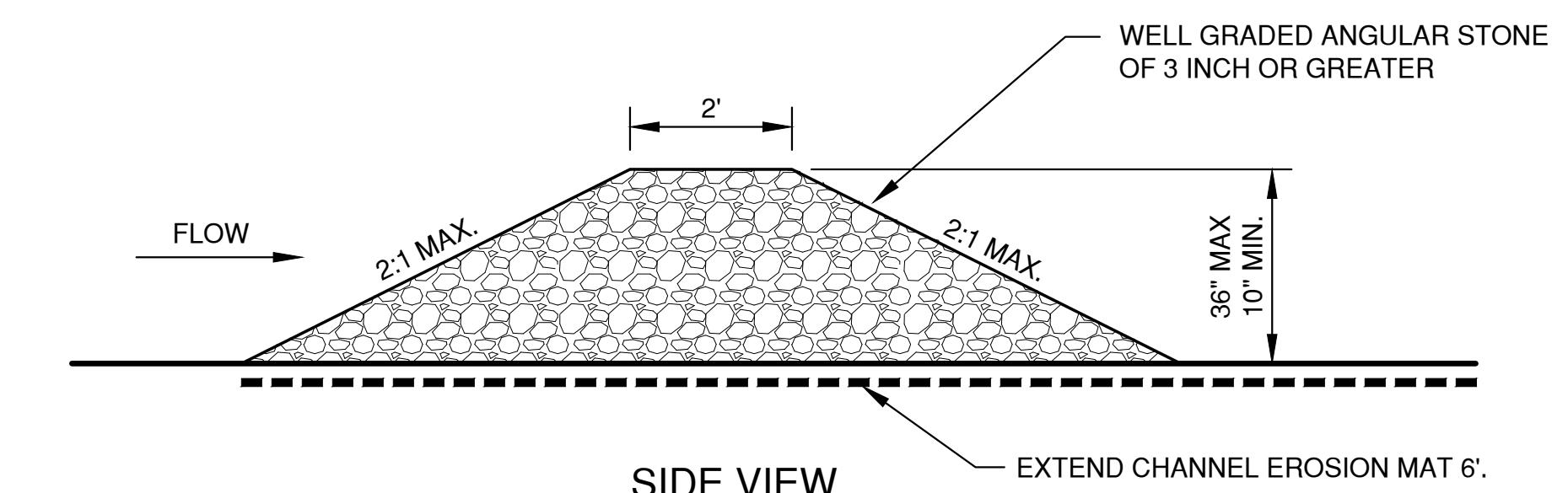


SIDE VIEW

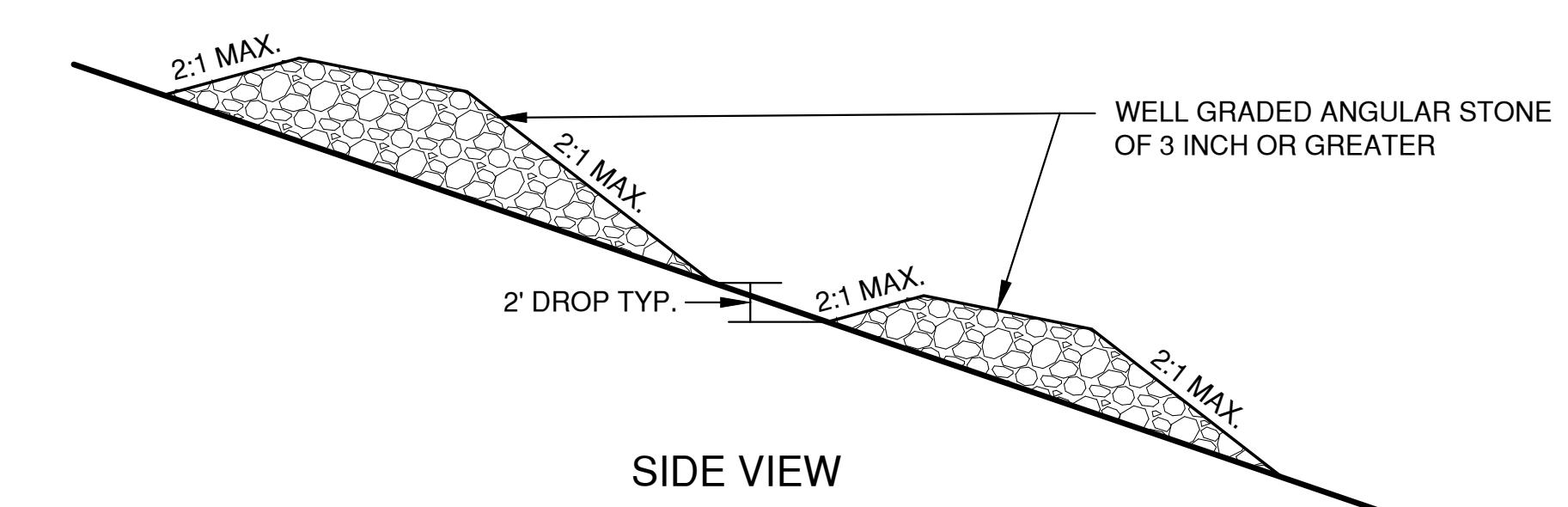
DITCH CHECK DETAIL
ROCK FILLED EROSION CONTROL BAGS
TYPE B

DITCH CHECK GENERAL NOTES:

1. DITCH CHECKS SHALL BE CONSTRUCTED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1062.
2. AT A MINIMUM, INSTALL ONE DITCH CHECK FOR EVERY 2 FEET OF VERTICAL DROP.
3. DITCH CHECKS SHALL BE PLACED SUCH THAT THE RESULTING PONDING WILL NOT CAUSE AN INCONVENIENCE OR DAMAGE TO ADJACENT AREAS.



SIDE VIEW



SIDE VIEW

TEMPORARY DITCH CHECK USING STONE
TYPE C

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								DESIGNED JGS

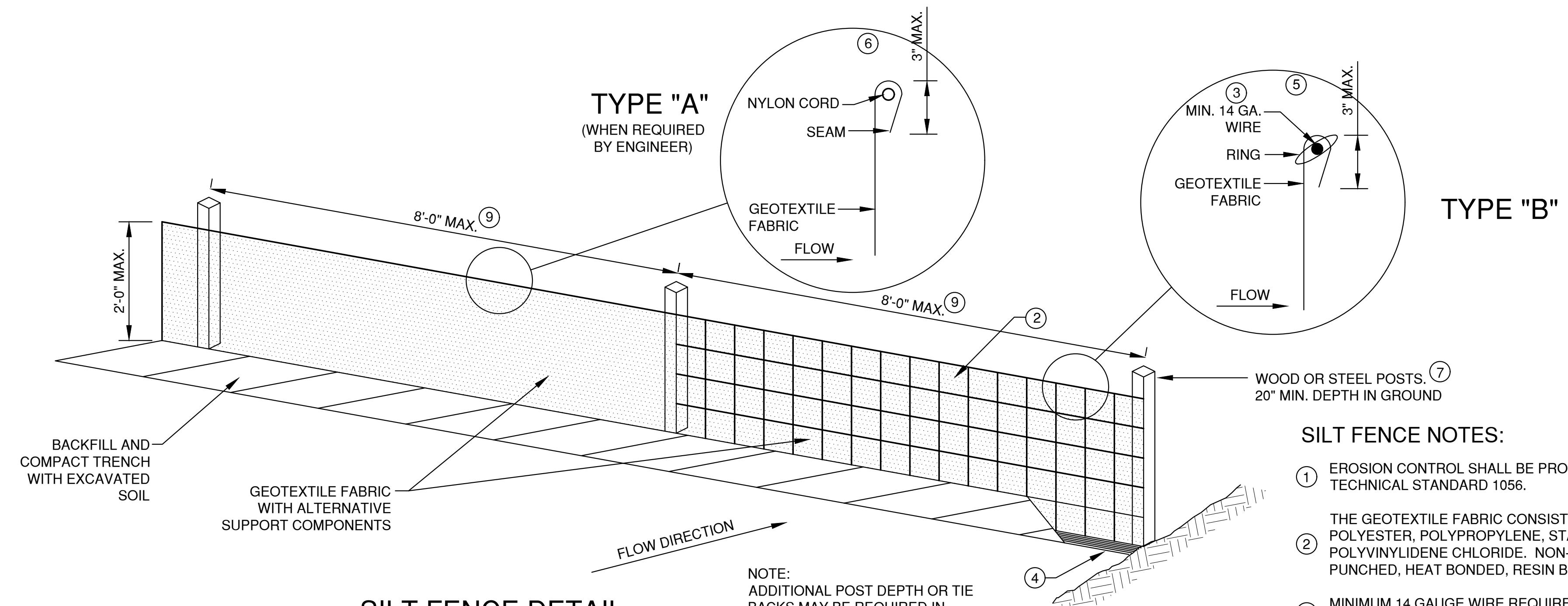
SITE DEVELOPMENT OF ATCAM
FOR BAYLAND BUILDINGS, INC.
VILLAGE OF LITTLE CHUTE
OUTAGAMIE COUNTY, WISCONSIN

EROSION CONTROL
DITCH CHECK DETAILS

DATE
08/2023
FILE
2035495EC
JOB NO.
2035495

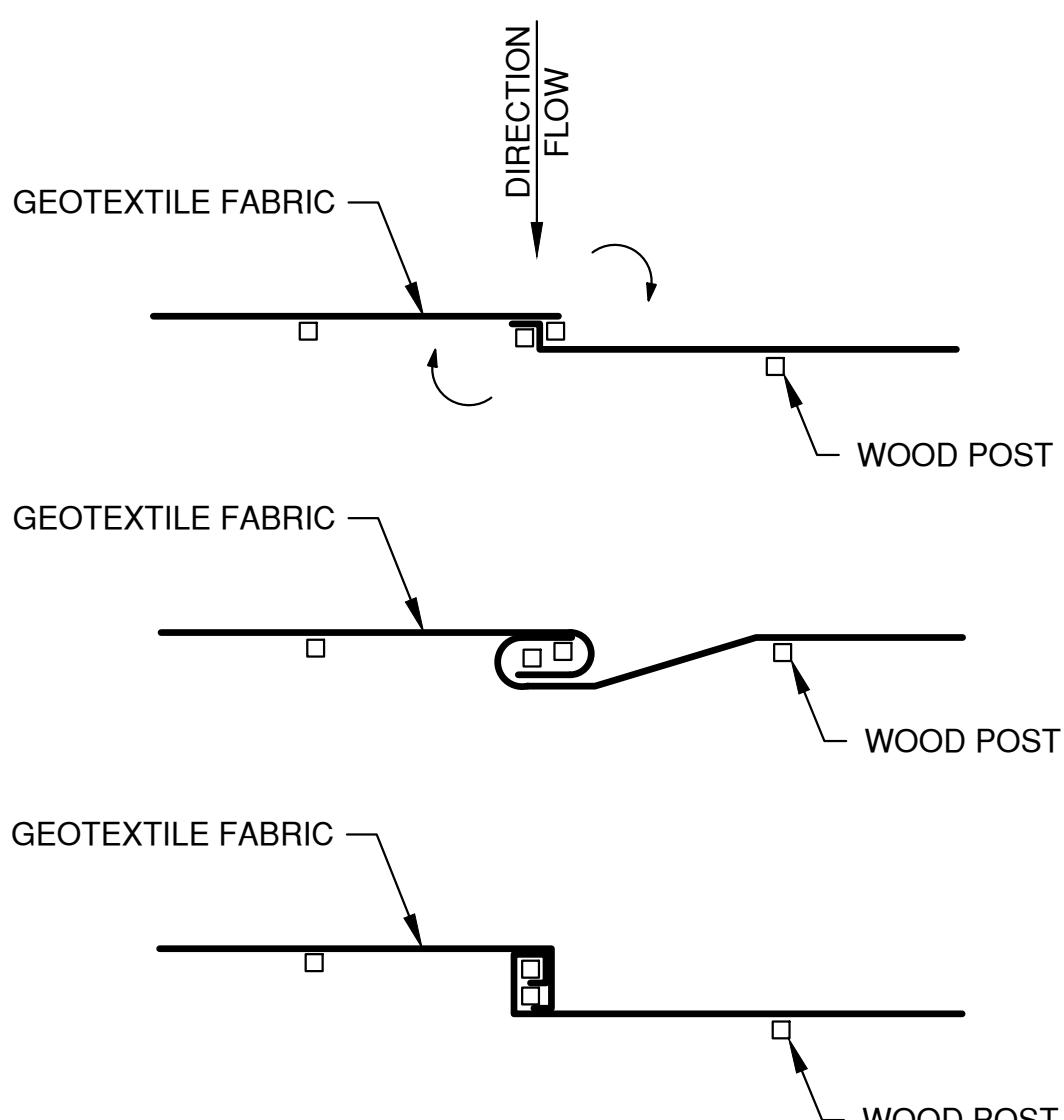
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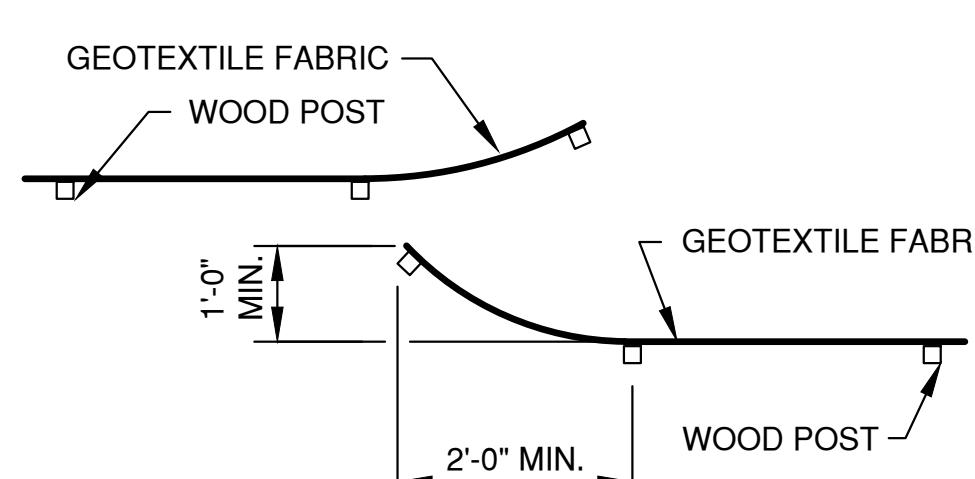


SILT FENCE DETAIL

NOTE:
ADDITIONAL POST DEPTH OR T
BACKS MAY BE REQUIRED IN
UNSTABILE SOILS.

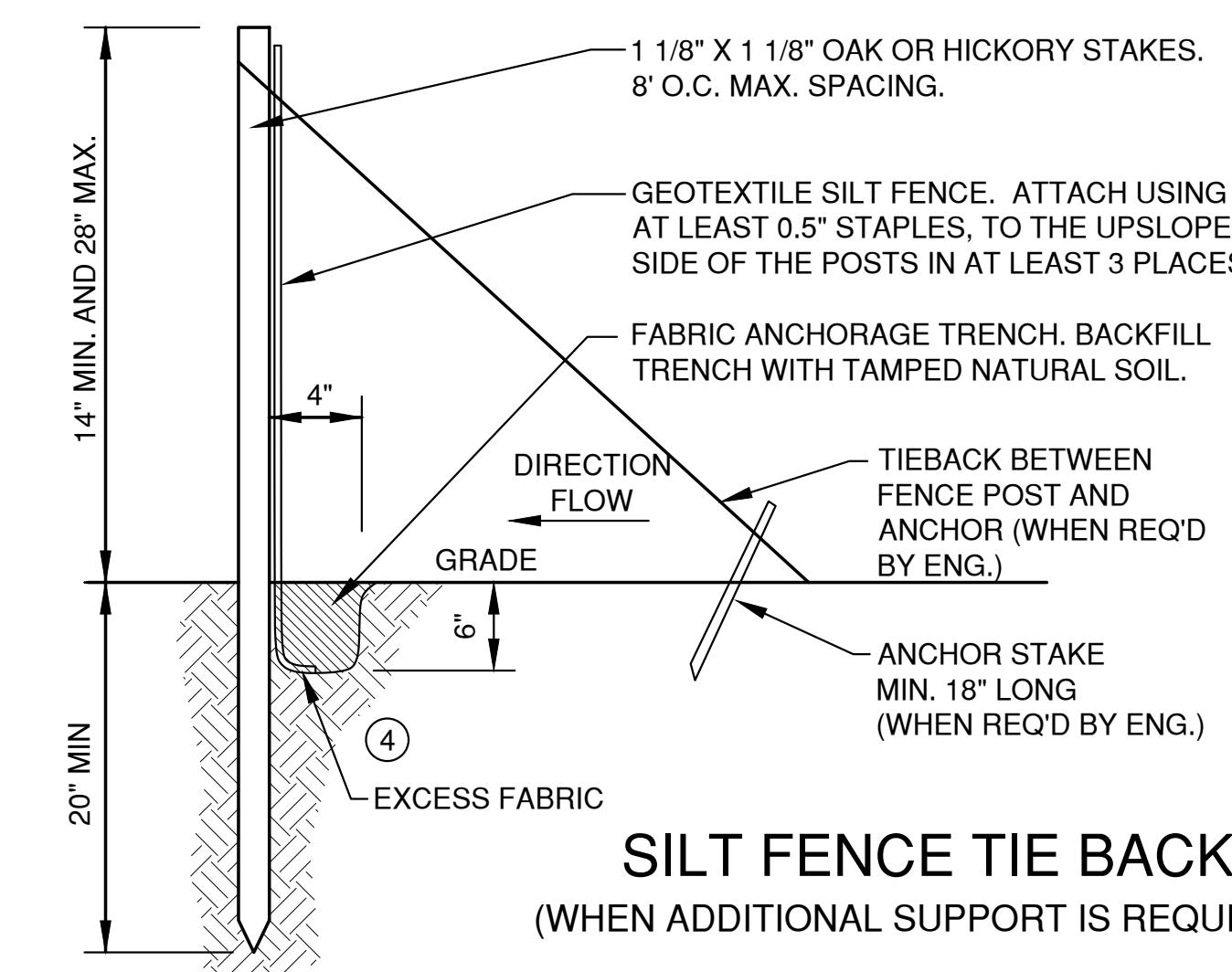


TWIST METHOD ⑧



HOOK METHOD ⑧

JOINING TWO LENGTHS OF SILT FENCE



SILT FENCE TIE BACK

(WHEN ADDITIONAL SUPPORT IS REQUIRED)

EROSION CONTROL SHEET FLOW NOTES:

EROSION CONTROL SITE FLOW NOTES:

1. ANY SOIL STOCKPILED THAT REMAINS FOR MORE THAN 7 DAYS, SHALL BE COVERED OR TREATED WITH STABILIZATION PRACTICES SUCH AS TEMPORARY OR PERMANENT SEEDING AND MULCHING.
2. A MINIMUM OF 4" OF TOPSOIL MUST BE APPLIED TO ALL AREAS TO BE SEEDED OR SODDED.
3. ALL WASTE AND UNUSED BUILDING MATERIALS (INCLUDING GARBAGE, DEBRIS, CLEANING WASTES, WASTEWATER, TOXIC MATERIALS, OR HAZARDOUS MATERIALS) SHALL BE PROPERLY DISPOSED OF AND NOT ALLOWED TO BE CARRIED OFF-SITE BY RUNOFF OR WIND.
4. ALL OFF-SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF CONSTRUCTION WORK OR A STORM EVENT SHALL BE CLEANED UP BY THE END OF EACH DAY. **FLUSHING SHALL NOT BE ALLOWED.**
5. ANY SOIL EROSION THAT OCCURS AFTER FINAL GRADING AND/OR THE APPLICATION OF STABILIZATION MEASURES MUST BE REPAIRED AND THE STABILIZATION WORK REDONE.
6. FOR ANY DISTURBED AREA THAT REMAINS INACTIVE FOR GREATER THAN 7 WORKING DAYS, OR WHERE GRADING WORK EXTENDS BEYOND THE PERMANENT SEEDING DEADLINES, THE SITE MUST BE TREATED WITH TEMPORARY STABILIZATION MEASURES SUCH AS SOIL TREATMENT, TEMPORARY SEEDING AND/OR MULCHING.
7. ALL TEMPORARY EROSION CONTROL PRACTICES SHALL BE MAINTAINED UNTIL THE SITE IS STABILIZED WITH 70% VEGETATION AND A NOTICE OF TERMINATION HAS BEEN APPROVED BY THE WDNR.
8. WIND EROSION SHALL BE KEPT TO A MINIMUM DURING CONSTRUCTION. WATERING, MULCH OR A TACKING AGENT MAY NEED TO BE UTILIZED TO PROTECT NEARBY RESIDENCES/WATER RESOURCES.
9. CONTRACTOR IS RESPONSIBLE FOR MAINTAINING ALL THE EROSION CONTROL MEASURES IN CONFORMANCE WITH THE WDNR CONSERVATION PRACTICE STANDARDS LATEST EDITION.
10. UPON COMPLETION OF STORM INLET CONSTRUCTION, INSTALL STORM DRAIN INLET PROTECTION FOR CONSTRUCTION SITE AS SPECIFIED.
11. FINE SEDIMENT ACCUMULATIONS SHALL BE CLEANED FROM STREETS, PRIVATE DRIVES, OR PARKING AREAS BY MANUAL OR MECHANICAL SWEEPING A MINIMUM OF ONCE A WEEK AND BEFORE ALL IMMINENT RAINS
12. EROSION AND SEDIMENT CONTROL STRUCTURES SHALL BE INSPECTED WEEKLY AND WITHIN 24 HOURS OF RAINFALL OF 0.5" OR MORE.

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SITE DEVELOPMENT OF ATCAM FOR BAYLAND BUILDINGS, INC.

VILLAGE OF LITTLE CHUTE OUTAGAMIE COUNTY, WISCONSIN

EROSION CONTROL SHEET FLOW DETAILS

DATE
08/2023

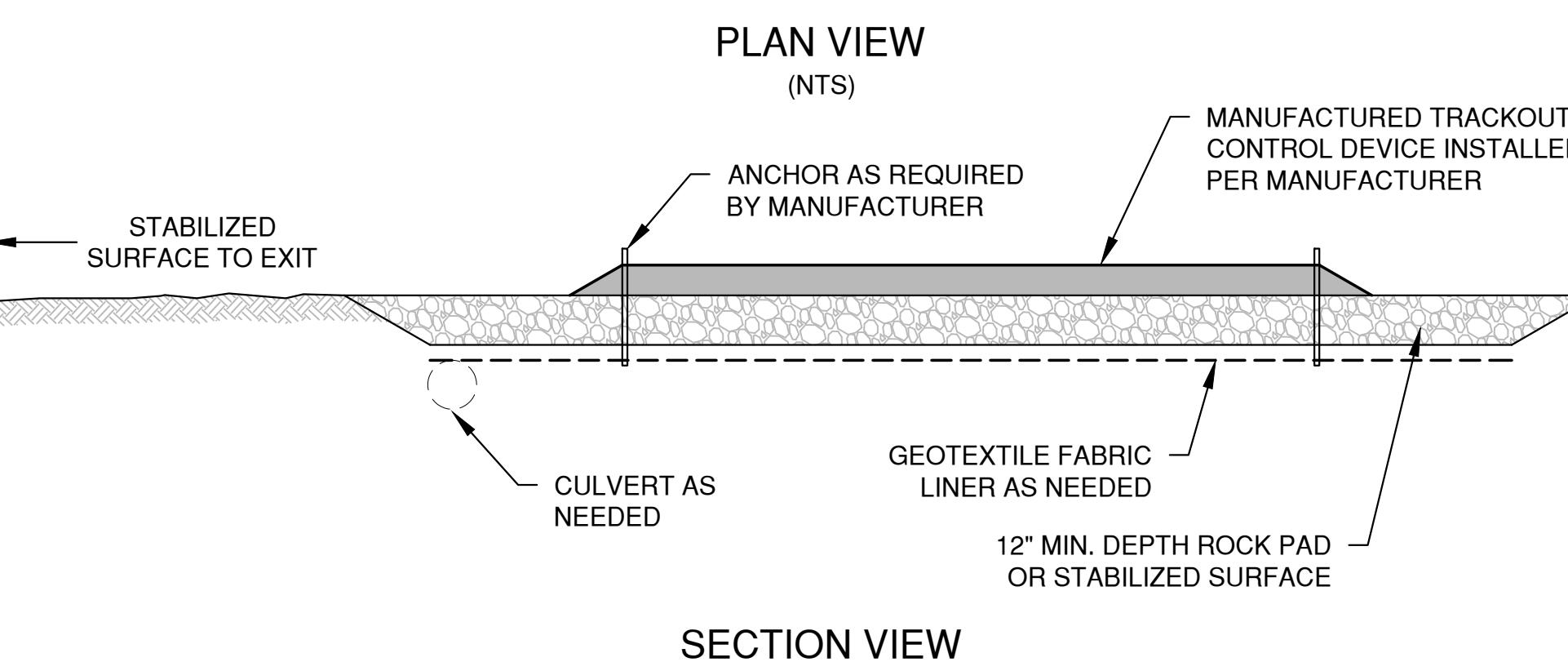
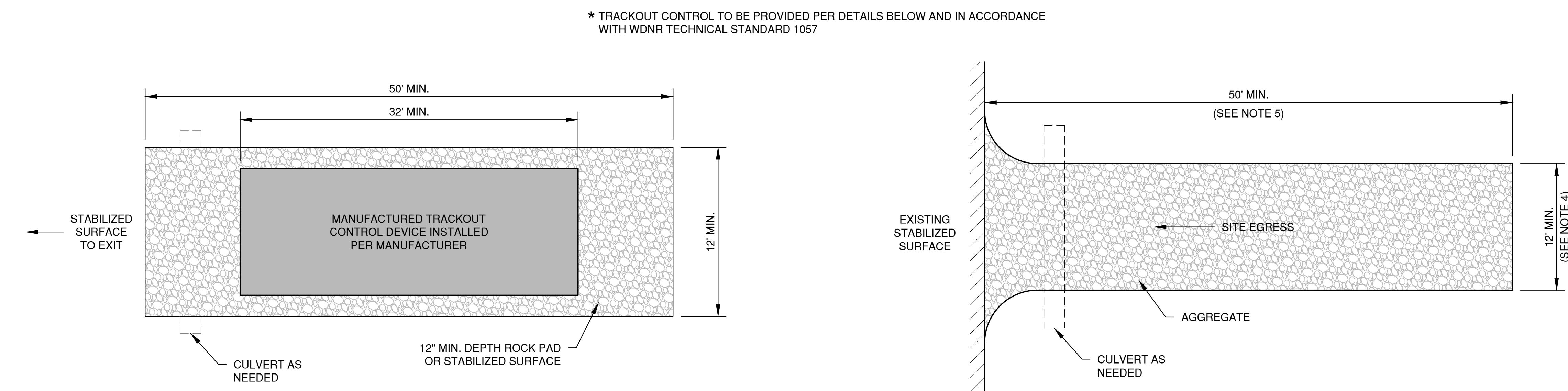
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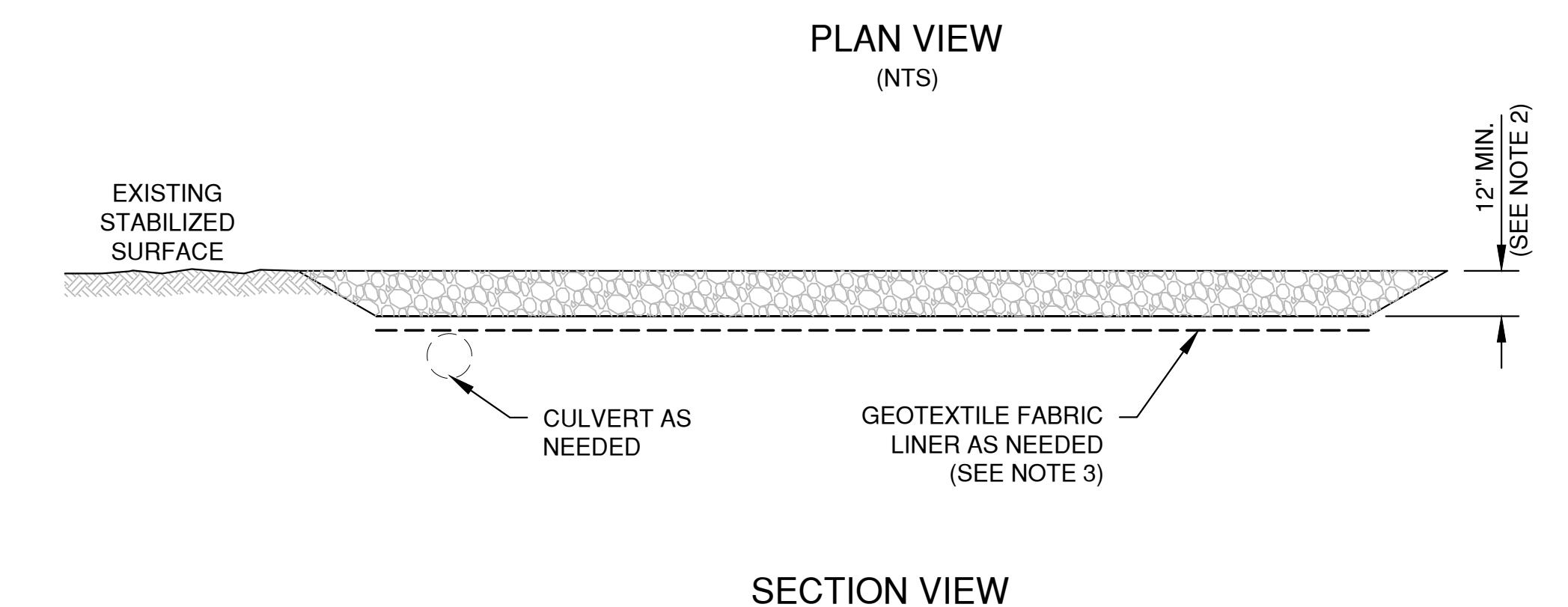


SECTION VIEW

NOTES:

1. THIS DETAIL IS PROVIDED AS AN EXAMPLE. COMPLY WITH MANUFACTURER'S SPECIFICATIONS WHILE ALSO MEETING THE MINIMUM MANUFACTURED TRACKING PAD LENGTH AND WIDTH DESCRIBED IN THIS TECHNICAL STANDARD.
2. INSTALL SUCH THAT RUNOFF FLOWS TO AN APPROVED TREATMENT PRACTICE.
3. A THINNER STONE LAYER OR OTHER STABLE SURFACE MAY BE ACCEPTABLE SUCH THAT RUTTING IS MINIMIZED AS VEHICLES MOUNT OR DISMOUNT FROM THE MANUFACTURERS TRACKOUT CONTROL DEVICE.
4. SELECT FABRIC TYPE BASED ON SOIL CONDITIONS AND VEHICLES LOADING.
5. DIRECT ALL EXISTING VEHICLES OVER MANUFACTURED TRACKOUT CONTROL DEVICE. STONE TRACKING PAD INSTALLATION ACROSS REMAINING ACCESS WIDTH IS RECOMMENDED. A 12' MINIMUM CAN BE USED WHEN EXITING TRAFFIC IS RESTRICTED TO A DEDICATED EGRESS LANE.
6. IF MINIMUM INSTALLATION LENGTH IS NOT POSSIBLE DUE TO SITE GEOMETRY, INSTALL THE MAXIMUM LENGTH PRACTICABLE AND SUPPLEMENT WITH ADDITIONAL PRACTICES AS NEEDED.
7. ACCOMMODATE EXITING VEHICLES IN EXCESS OF MANUFACTURED TRACKOUT CONTROL DEVICE WEIGHT CAPACITY WITH OTHER TREATMENT PRACTICES.

MANUFACTURED TRACKOUT CONTROL DETAIL



SECTION VIEW

NOTES:

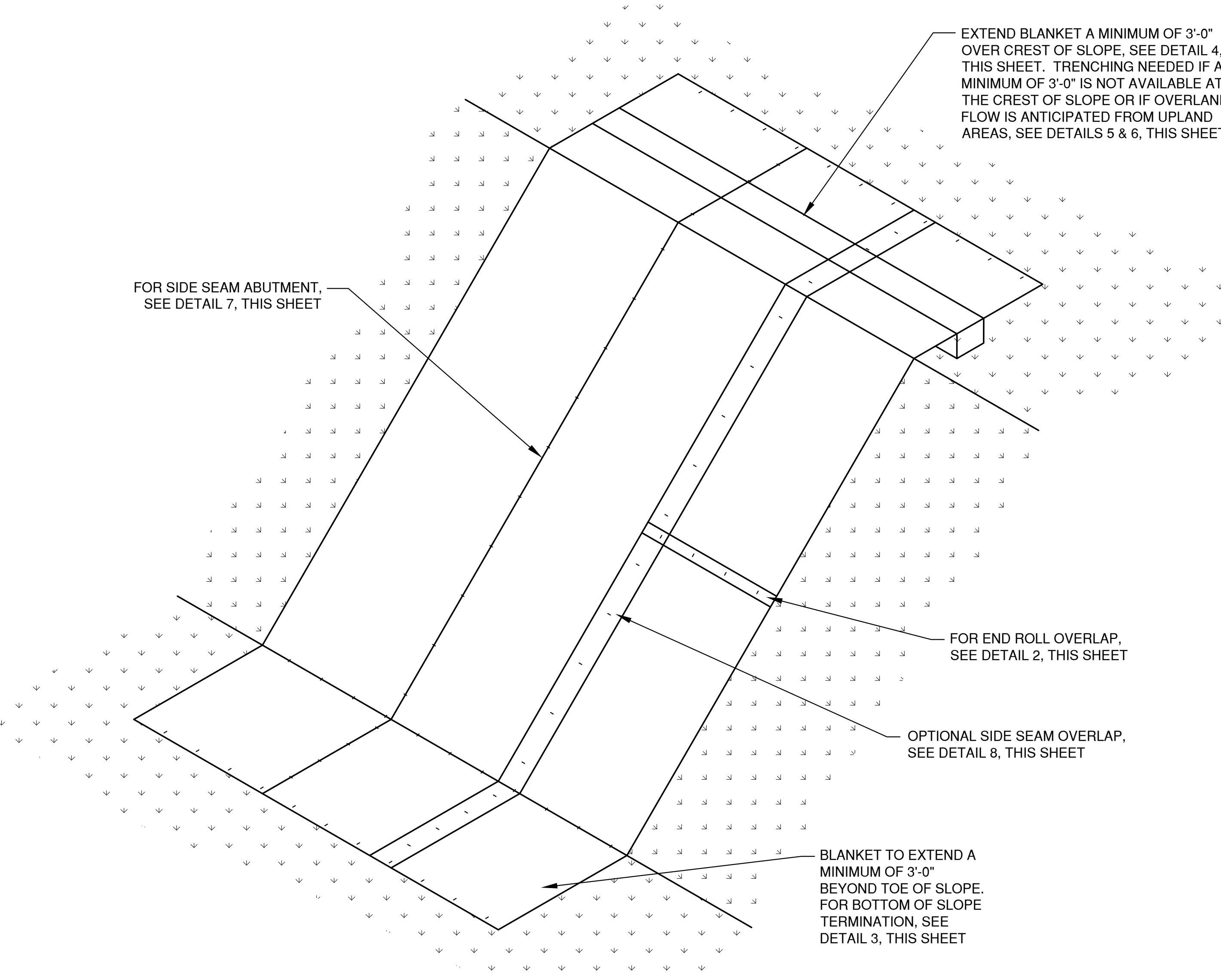
1. USE HARD, DURABLE, ANGULAR STONE OR RECYCLED CONCRETE, MEETING THE FOLLOWING GRADATION:

SIEVE SIZE:	PERCENT BY WEIGHT PASSING:
3"	100
2 1/2"	90-100
1 1/2"	25-60
3/4"	0-20
3/8"	0-5

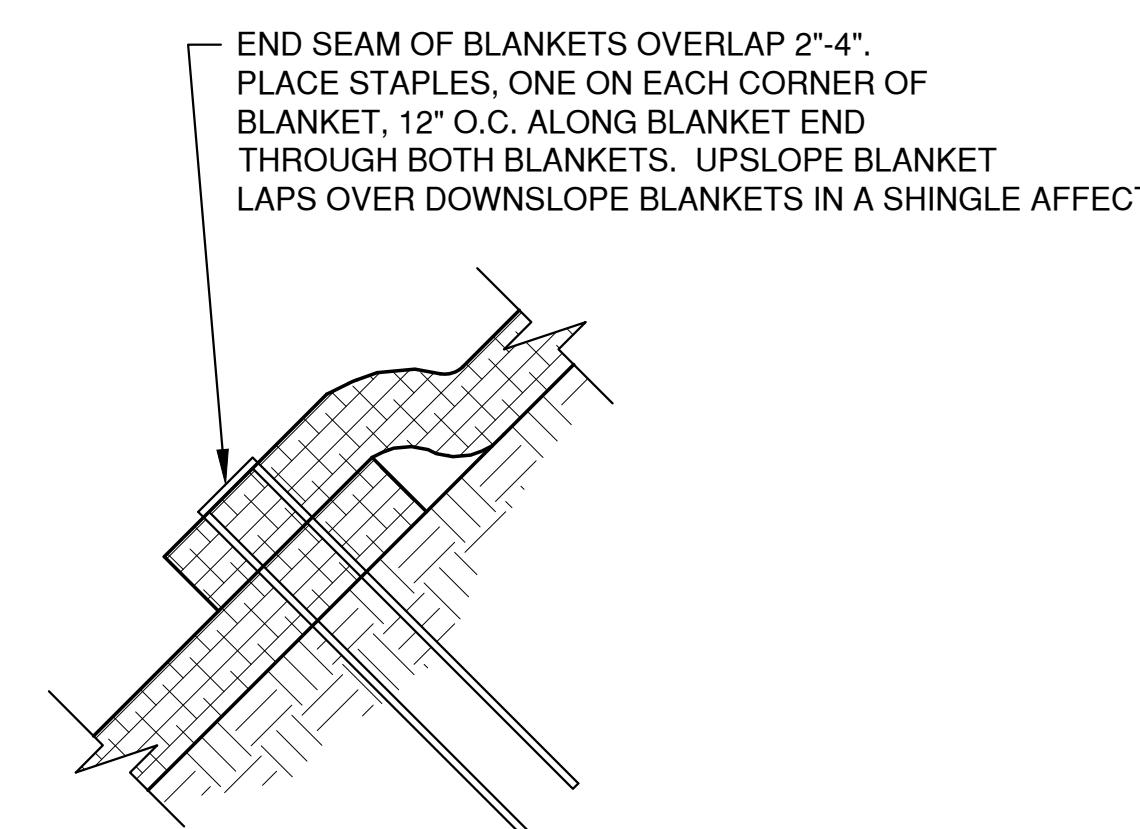
2. SLOPE THE STONE TRACKING PAD IN A MANNER TO DIRECT RUNOFF TO AN APPROVED TREATMENT PRACTICE.
3. SELECT FABRIC TYPE BASED ON SOIL CONDITIONS AND VEHICLES LOADING.
4. INSTALL TRACKING PAD ACROSS FULL WIDTH OF THE ACCESS POINT, OR RESTRICT EXISTING TRAFFIC TO A DEDICATED EGRESS LANE AT LEAST 12 FEET WIDE ACROSS THE TOP OF THE PAD.
5. IF A 50' PAD LENGTH IS NOT POSSIBLE DUE TO SITE GEOMETRY, INSTALL THE MAXIMUM LENGTH PRACTICABLE AND SUPPLEMENT WITH ADDITIONAL PRACTICES AS NEEDED.

STONE TRACKING PAD DETAIL

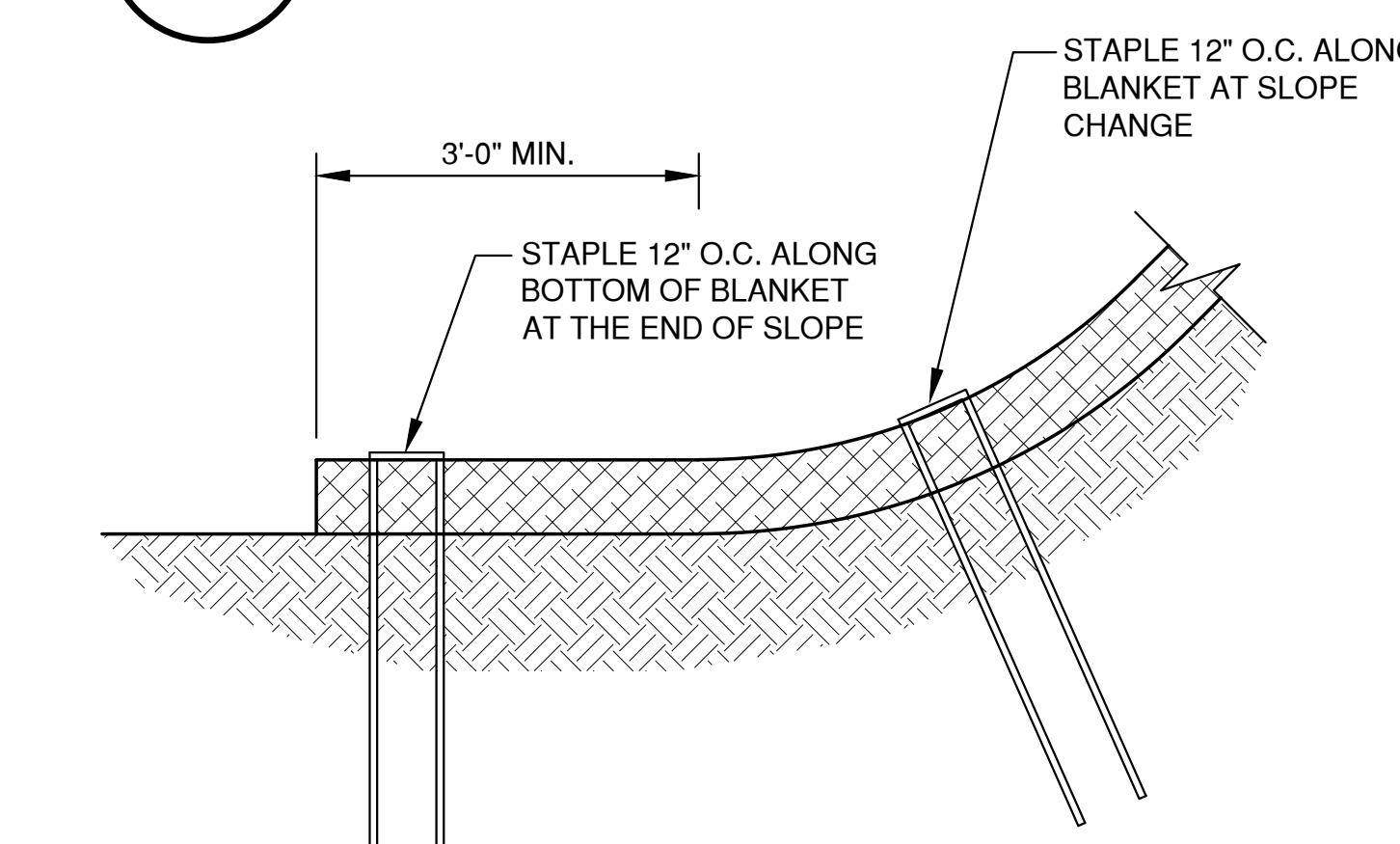
NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN KDC	CHECKED	DESIGNED JGS	SITE DEVELOPMENT OF ATCAM FOR BAYLAND BUILDINGS, INC. VILLAGE OF LITTLE CHUTE OUTAGAMIE COUNTY, WISCONSIN		EROSION CONTROL TRACKOUT CONTROL PRACTICES		DATE 08/2023	FILE 2025495EC	JOB NO. 2025495	SHEET NO. 11



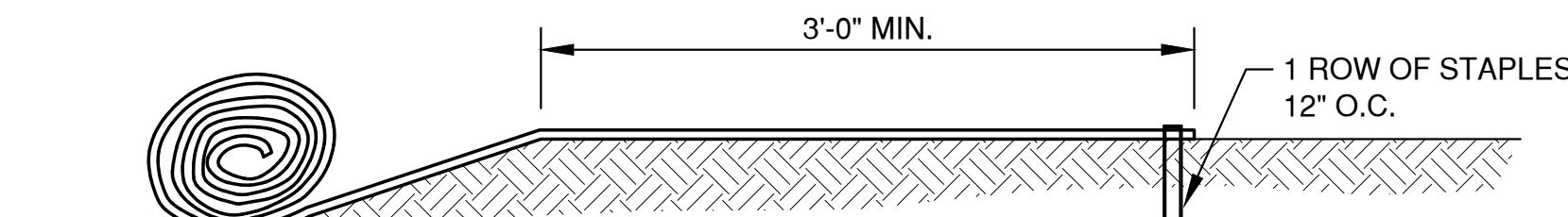
SLOPE DETAIL

1
XX

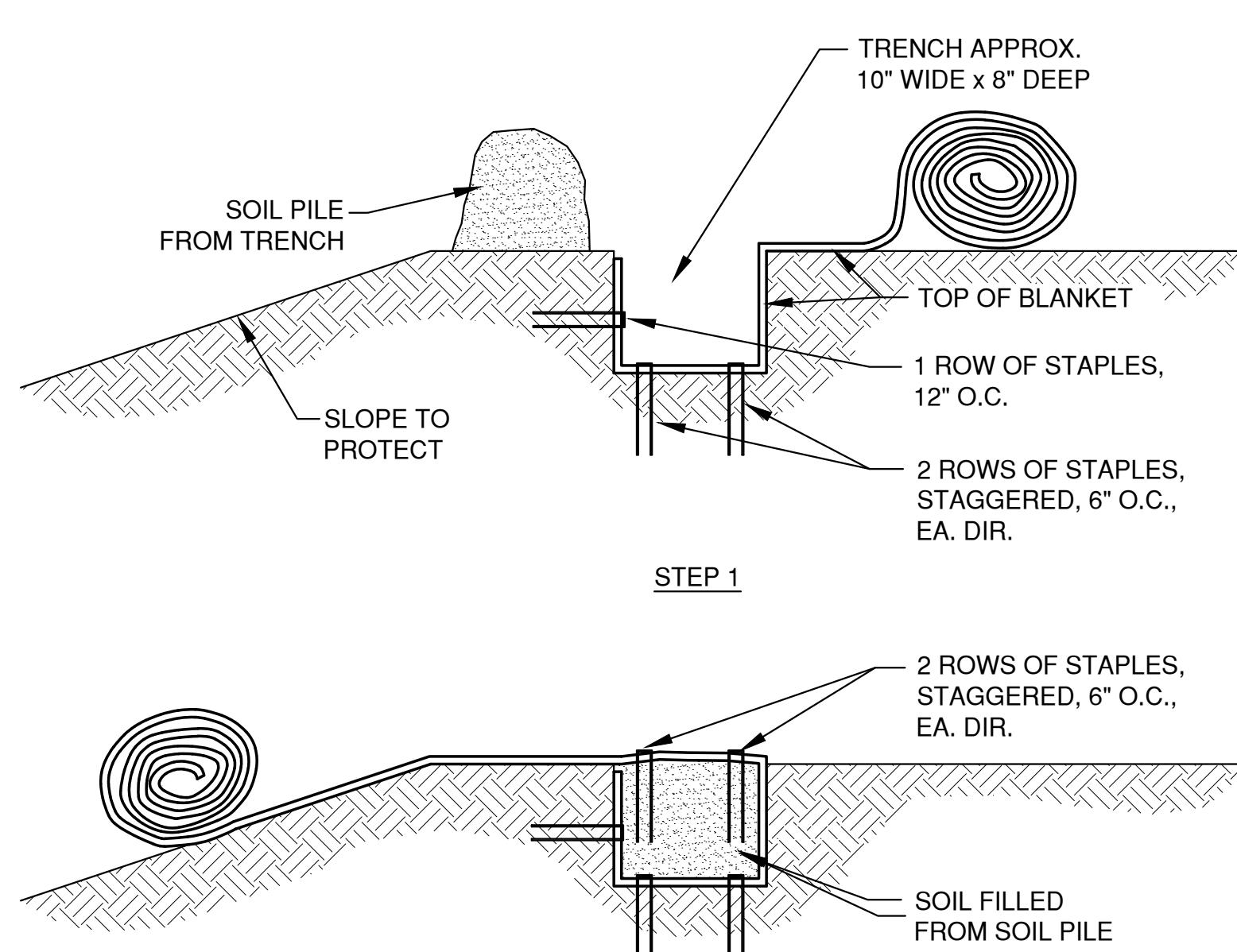
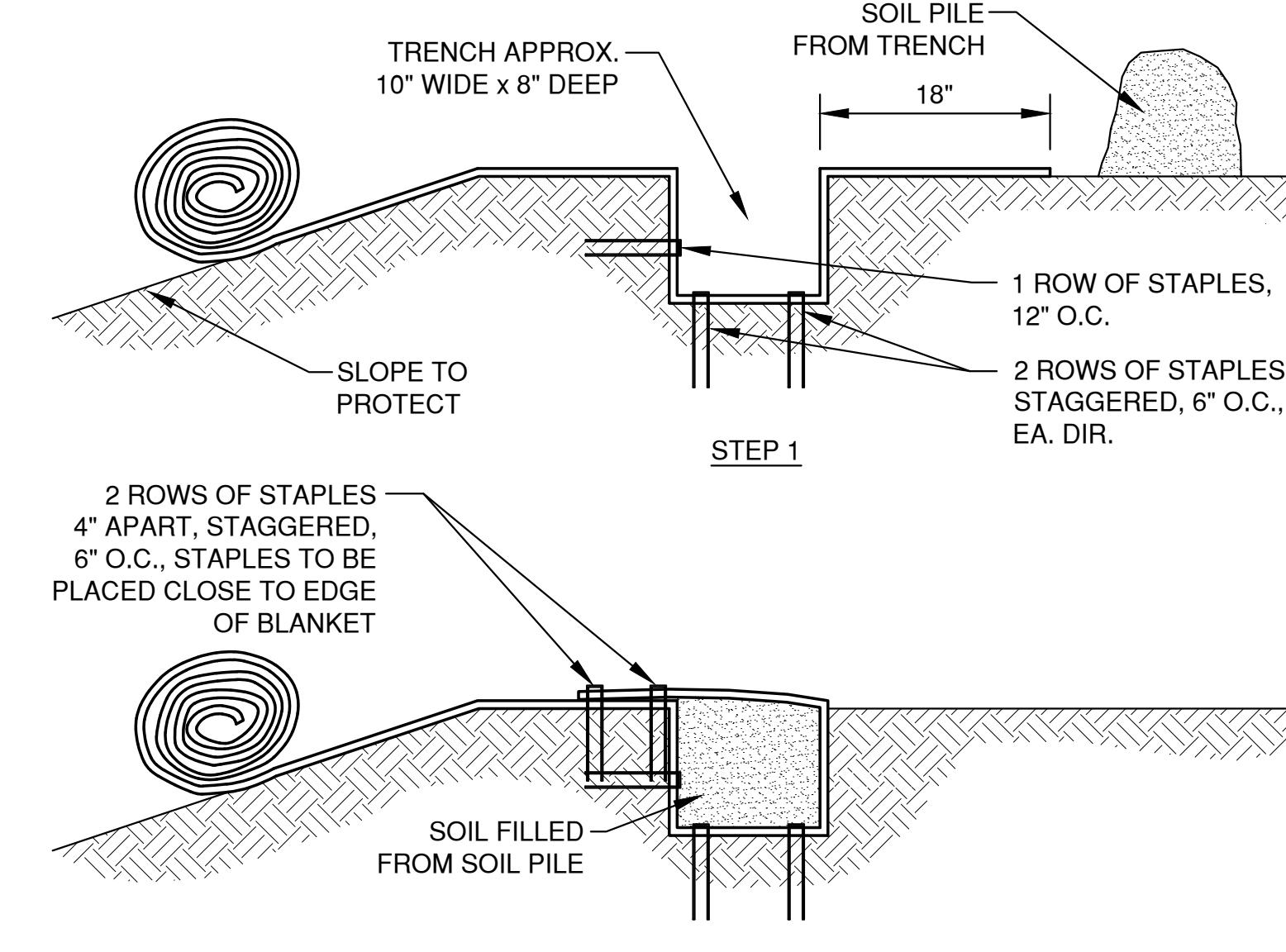
END ROLL OVERLAP

2
XX

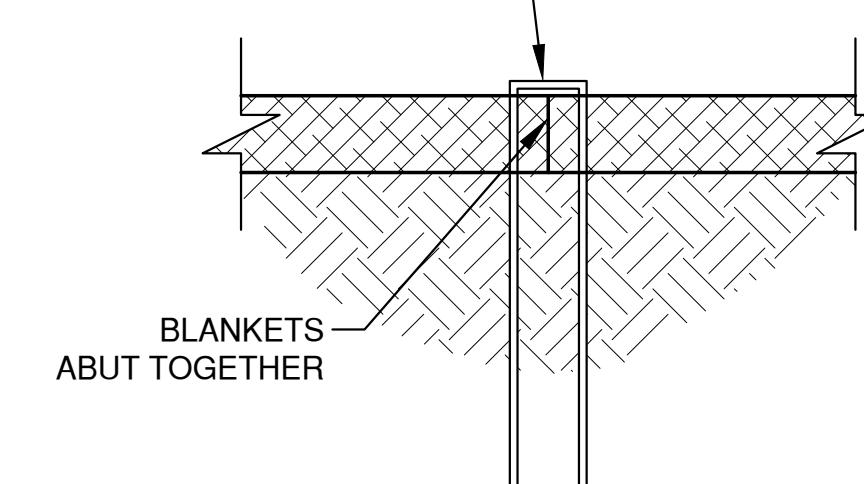
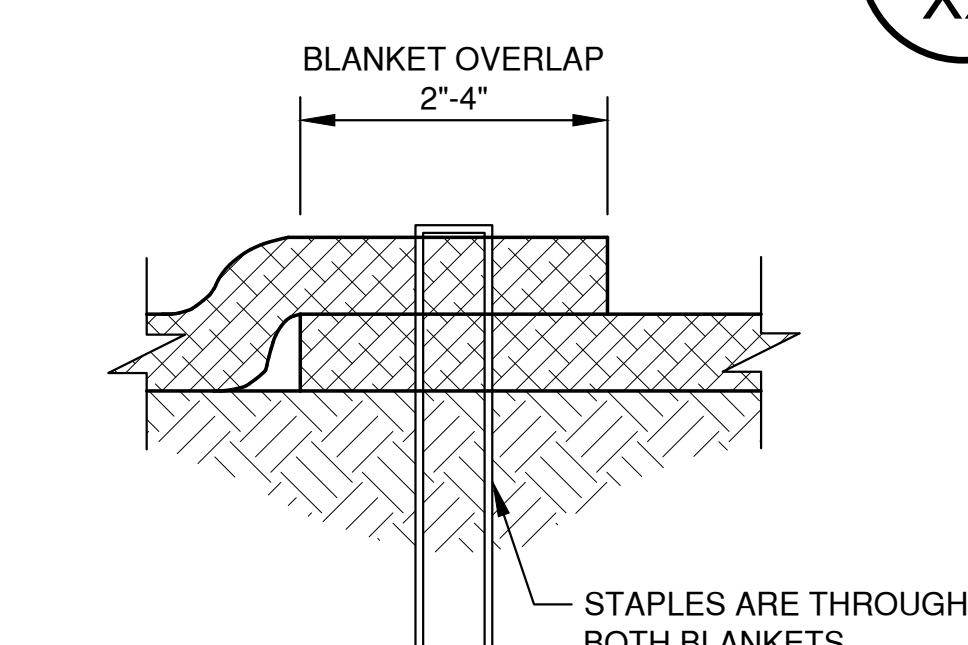
BOTTOM OF SLOPE TERMINATION

3
XXSLOPE CREST ANCHOR
METHOD "A" (NO TRENCH)4
XX

DO NOT NEED TO TRENCH BLANKET IF IT CAN BE EXTENDED A MINIMUM OF 3'-0" OVER THE CREST OF THE SLOPE.

SLOPE TRENCHING
METHOD "B"5
XXSLOPE TRENCHING
METHOD "C"6
XX

COMMON ROW OF STAPLES, USING
CORRECT STAPLE PATTERN, SHOULD
BE STAPLED INTO EACH BLANKET.
ONE STAPLE HOLDS BOTH BLANKETS
TO THE SOIL.

SIDE SEAM ABUT
STAPLE DETAIL7
XXSIDE SEAM OVERLAP
STAPLE DETAIL8
XX

NOTES:

1. STAPLE PATTERNS ARE DEPENDENT ON SITE CONDITIONS. SEE MANUFACTURER STAPLE PATTERN GUIDE FOR DETAILS.

NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN KDC	CHECKED ...	DESIGNED JGS

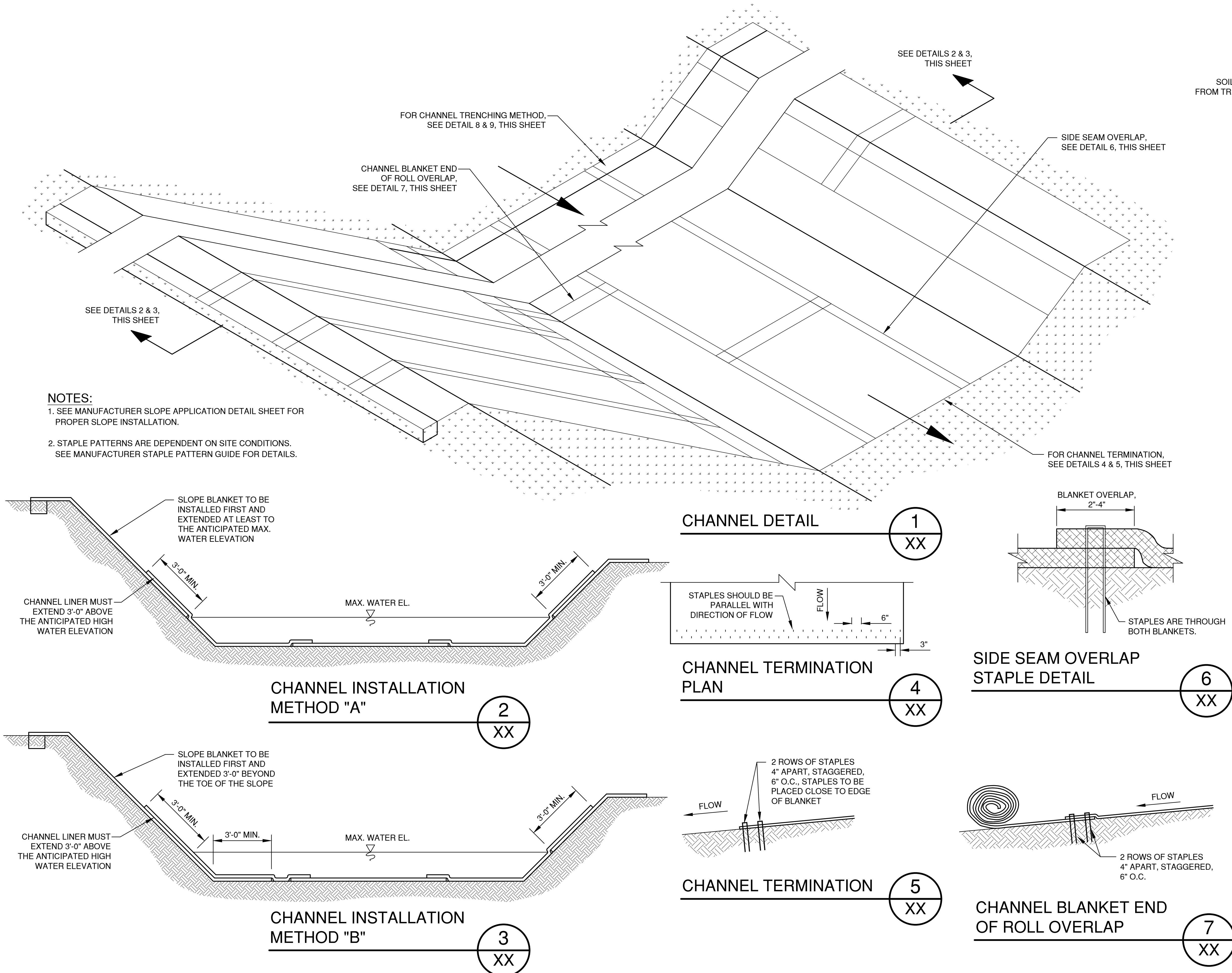
SITE DEVELOPMENT OF ATCAM
FOR BAYLAND BUILDINGS, INC.
VILLAGE OF LITTLE CHUTE
OUTAGAMIE COUNTY, WISCONSIN

EROSION CONTROL
EROSION MAT
SLOPE APPLICATION DETAILS

DATE
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2035495

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SITE DEVELOPMENT OF ATCAM
FOR BAYLAND BUILDINGS, INC.
VILLAGE OF LITTLE CHUTE
OUTAGAMIE COUNTY, WISCONSIN

EROSION CONTROL
EROSION MAT
CHANNEL APPLICATION DETAILS

DATE
08/2023
FILE
2035495EC
JOB NO.
2035495

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SHEET NO.
13



Item For Consideration

For Village Board Review On: 10/18/2023
Agenda Item Topic: Village North Covenants

Prepared On: 10/11/2023
Prepared By: Dave Kittel CDD

Report:

This is a follow-up report on the request for the Village Board to review the Restrictive Covenants for Village North Subdivision and adjust them so as to allow for detached garages and other accessory structures that are allowed elsewhere in the Village. This subdivision was developed by the Village and has restricted covenants recorded that are in effect until February 2042. In these covenants, detached garages are not allowed as stated in section 5 of the Covenants, attached to this report. With the Village being the developer and still owning a lot in this platted area (Lot 6, aka Creek View Park) the Village Board can make changes to the existing covenants as stated in section 28.

Currently, if Covenants were not in place Detached Garages could be built on the lots provided, they are able to meet setback and lot coverage requirements. It is important to note that these Covenants have been in place since the onset of this development and property owners should have been aware of these additional restrictions at time of sale of the properties. Some property owners may have purchased properties because of some of the restrictions assisting in maintaining a certain look. It is also important to note that these restrictions are not in perpetuity and expire in 2042.

Since the last discussion a petition has been created to "Amend the Village North detached garage covenant from 144 square feet to 500 square feet". The petition is attached to this report, at the time it was submitted roughly half of the residents in the area had signed the petition with the petition still being circulated so more may have been collected after the creation of this report. As of 10/11/2023 no one had contacted staff with concerns against this request.

The Village Board has the ability to amend these Covenants, and staff has contacted Legal to gain insight into the process. Ultimately, the Board can choose not to amend the covenants or



Item For Consideration

to update the size restrictions, allow for only one specific property, set up a review process for each case to be handled on its own merit, or something else.

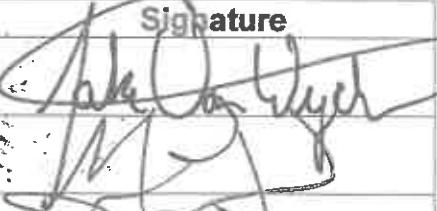
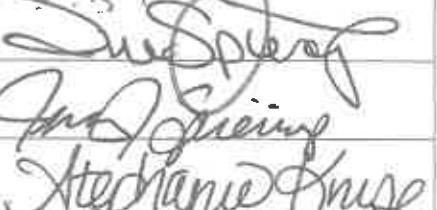
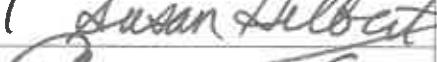
Fiscal Impact: None

Recommendation/Board Action: Discussion and Direction to staff

Respectfully Submitted,

Dave Kittel, Community Development Director

Petition To: Amend the Village North detached garage covenant from 144 square feet to 500 square feet

Printed Name	Address	Signature
Jake Van Wychen	638 Harvest Trail	
Mila Schupp	701 Harvest Trl	
Sue Spiering	700 Harvest Tr	
Jim Spiering	700 Harvest Tr	
Stephanie Kruse	618 Harvest Trl	
Mike Hietpas	715 Harvest Trail	
Tara DeBart	801 HARVEST TR	
CARIS Ln	1030 Harvest Tr	
Scott Bans	903 Harvest Tr	
Susan Gilbert	1024 Harvest Trl	
Kyle Jense	1036 Harvest Trl	
Tony Golden	1013 Harvest Trl	
	624 Harvest Trl	

1937590

Document Number

Restrictive Covenants
Village of Little Chute
Village North Subdivision
Document Title

Recorded
March 01, 2012 9:11 AM
OUTAGAMIE COUNTY
JANICE FLENZ
REGISTER OF DEEDS
Fee Amount: \$30.00
Total Pages: 5



Village North Subdivision Plat
Document 1937184
Recorded on February 27, 2012

Recording Area 5

Name and Return Address

Village Clerk
Village of Little Chute
108 W. Main Street
Little Chute WI 54140

Parcel Identification Number (PIN)

000-131206

THIS PAGE IS PART OF THIS LEGAL DOCUMENT – DO NOT REMOVE.

This information must be completed by submitter: document title, name & return address, and PIN (if required). Other information such as the granting clause, legal description, etc., may be placed on this first page of the document or may be placed on additional pages of the document.

WRDA Rev. 12/22/2010

Declaration of Restrictive Covenants

VILLAGE NORTH SUBDIVISION VILLAGE OF LITTLE CHUTE The Developer for this Subdivision is the Village of Little Chute, a Municipal Corporation

The Village of Little Chute, a Municipal Corporation, sometimes referred to herein as "Developer", does hereby declare and impose these restrictive covenants on that real estate located in the Village of Little Chute legally described as follows:

LEGAL DESCRIPTION:

PART OF THE SE1/4 SW1/4 SECTION 10 TOWNSHIP 21 NORTH RANGE 18 EAST, more particularly described as follows:

LOTS 1 THRU 35 AND OUTLOT 1, VILLAGE NORTH SUBDIVISION, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

The foregoing legal description encompasses all of Tax Parcel # 260421306.

RESTRICTIVE COVENANTS

1. No building erected elsewhere shall be moved onto any lot or lots.
2. No permanent structures (including, without exclusion of other, trailers, basement without residence above, tent, shack, garage, or barns of any kind) will be permitted for dwelling purposes. No permanent exterior storage of boats, motor homes, trailers, campers, RV's or commercial vehicles of any kind permitted on lots within this subdivision. No parking or storage of commercial buses, trucks, or trailers shall be allowed.
3. Lots numbered 1 through 5, 7 through 12 and 18 through 35 shall be used for the purpose of single-family residences only. All single-family lots require a minimum home size (exclusive of the garage and any open porches) to be 1,500 square feet for a one-story ranch, 1,800 square feet for a two-story or story and a half, and 1600 square feet in the top two floors for bi and tri level. All roof pitch on structures shall be no less than 6/12. All single-family structures to have a minimum of 1/3 masonry front facing any public street.
4. Lots numbered 13 through 17 shall be used for a single -family or a two-family residence only. If the lot is used for a single-family residence the square foot requirements of number 3 above shall apply. If the lot is used for a two-family residence each unit (exclusive of the garage and any open porches) shall have a minimum of 1250 square feet per side if it is a ranch or split level style duplex. In the case of one and one half stories or two stories the minimum floor level on the first floor shall be 1000 square feet and 500 square feet on the second level with the total being at least 1500 square feet per side exclusive of open porches or garages. All roof pitch on structures shall be no less than 6/12. Each unit of a two-family residence shall have a minimum of a two car attached garage attached thereto. All two-family residences (structures) to have a minimum of 1/3 masonry front facing any public street.
5. Every house shall have a foundation below frost line. All dwellings shall have not less than a two-car garage nor greater than a four-car garage attached thereto. No detached garages are allowed in the subdivision.

6. No residence shall be erected in the plat until the final plans and site plans for each building have been approved in writing by the Developer of this Plat (by the Village of Little Chute Community Development Director) or by such person or persons as they may delegate, provided, however, that when a residence is completed it shall be conclusively presumed that this covenant has been complied with.
7. No fence shall be erected upon any lot in the plat without express written approval of the Developer of this plat.
8. All buildings shall be started on the grade established and approved by the Village of Little Chute. Setback lines shall conform to local zoning regulations except that the Developer may, in promoting overall harmony, establish other requirements in addition to such regulations.
9. The land occupied by public utility easements of the lots shall not be graded in such a manner as to interfere with drainage of storm water. Side lot and rear lot drainage ways and easements and ditches adjacent to public streets shall not be filled nor have their grades altered by the owners of lots within the subdivision.
10. One single-story storage shed shall be allowed per single-family residence lot or one per each unit for two-family residences. Shed plans and specifications shall be submitted to the Developer (Village of Little Chute Community Development Director) for approval in writing prior to commencement of construction. Said shed shall be located to the rear of the dwelling on said lot, shall have a maximum storage area not to exceed 200 square feet, and shall be constructed in a style and of materials that are similar to those used in the construction of the dwelling located on said lot.
11. All dwellings shall be completed within one year after the beginning of construction and every structure must have a permanent finish on the exterior within 6 months after the start of construction.
12. The covenants and restrictions herein contained shall be in effect for a term of twenty (20) years from the date this Declaration is recorded with the Register of Deeds, after which time they shall automatically be extended for successive periods of ten (10) years, unless an instrument terminating or reducing this term shall be executed and recorded by the Village of Little Chute in the office of the Register of Deeds for Outagamie County.
13. All landscaping, including lawn, trees, and shrubs, to be completed within 18 months of beginning construction.
14. No horse, cattle, swine, sheep, goats, or live poultry of any kind, nor more than two pets, shall be kept on any lot in this plat.
15. No nuisance shall be maintained or allowed to exist in the plat.
16. Driveways to be of concrete or brick paver and must be completed within one year after the curb and gutter is installed for all existing developed lots and within 18 months of the start of construction on all other lots. Driveway aprons shall be concrete only.
17. These covenants may be enforced by the Village of Little Chute, or by any lot owner in the plat, in the Circuit Court for Outagamie County by means of an action for monetary damages and/or action for equitable relief in terms of affirmative or negative injunctions, in recognition that there may be no adequate remedy at law in the form of monetary damages. Any persons or entities violating these covenants shall be liable to the Village of Little Chute, or the lot owner bringing the enforcement action, for its actual costs, expenses, and reasonable attorney's fees for the successful enforcement of any one or more of these covenants.
18. Prior to bringing an action for enforcement in Circuit Court, any party seeking to enforce these covenants shall first submit a written notice, to the alleged violating party, stating the nature of the violation claimed to exist and the requested remedial action sought. Such notice can be conveyed by any method or means to the violating party and enforcement action may be filed in Circuit Court anytime following 10 days from the issuance of such written notice of violation to the violating party.

19. Any excess fill and/or topsoil from development of individual lots in the subdivision shall be the responsibility of the individual property owner to remove from their property and shall not be placed on any other property within the subdivision.
20. All decisions of the Developer shall be enforceable against any lot owner if made in a good faith exercise of the judgment or discretion of its members so long as such decision is not clearly in conflict with the express provisions of this declaration. Any lot owner or other person seeking to avoid, set aside or challenge any such decision of the Developer shall have the burden of proof to establish that such standards were not met at the time the decision was made.
21. In furtherance and not in limitation of any of the terms of this declaration, the Developer intends that this declaration shall be and remain at all times until expiration hereof, fully enforceable against all lots and any person, entity, trust, organization, governmental unit, or sovereign nation which becomes a lot owner, whether by virtue or conveyance, operation of the law otherwise, shall be conclusively deemed to have waived any and all defenses to and immunity from enforcement of this declaration serving as full and adequate public notice of said waiver. Said waiver shall apply to the terms, conditions and encumbrances established in this declaration, together with any future liens, claims easements or encumbrances expressly permitted hereunder.
22. These declarations shall be construed and interpreted in favor of restricting the use of each lot consistent with the purposes hereof and any ambiguity shall be resolved against any lot owner who installs any structure or engages in any activity not clearly authorized under these declarations or approved in writing by the Developer. These declarations shall be interpreted and construed in accordance with the laws of the State of Wisconsin.
23. No lot owner shall block, dam, or otherwise obstruct the flow of the surface water drainage so as to cause such water to back-up onto the lot of another property owner or so as to restrict the use or enjoyment of any other lot by any other lot owner. Each lot owner is responsible for maintaining established grade. Lawn and landscaping to be completed within 18 months of the start of construction in strict compliance with approved subdivision drainage plan. *Any walkouts or exposed windows from lower level must have Developer or designing engineer approval.*
24. Satellite dishes shall be no more than 36" in diameter, shall be mounted on the principal structure, and shall not be not visible from the public street the residence is located on. All other TV antennas must be contained within the home and not mounted on the roof.
25. The land on all side and rear lot lines of all lots shall be graded by the property owner and maintained by the abutting property owners to provide adequate drainage of surface water.
26. No poles, pedestals or buried cable are to be placed so as to disturb any survey stake or obstruct vision along lot lines or any street line. Disturbance of a survey stake by anyone is a violation of section 236.32 of the Wisconsin Statutes.
27. The lot owner is required to perform all necessary maintenance and upkeep of the lot prior to construction, including keeping the lot free of trash, waste, brush, weeds, and long grass. At all times during construction, the site shall be maintained to Developer's reasonable satisfaction in a neat and orderly manner. Construction debris shall be contained at all times in some manner as well as prevent such material from blowing onto neighboring properties and/or streets.
28. The Developer reserves the right to fully or partially amend, modify, or terminate all, any, or any portion of these covenants for so long as the Developer owns any lots in the plat known as Village North Subdivision legally described above.
29. These covenants shall be binding upon the land legally described above and shall run with the land and be binding upon current and future owners, and their respective heirs, successors, and assigns subject to the rights of the Developer set forth herein.
30. The Developer reserves the right to delegate its authority under these covenants for such matters as enforcement, interpretations, review, approval, and other matters to anyone or more Village Department heads or Officials.

Dated this 27th day of February, 2012

VILLAGE OF LITTLE CHUTE (Developer)

BY:

Michael Vanden Berg
Michael Vanden Berg, Village President

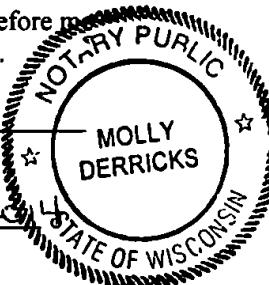
BY:

Vicki Schneider
Vicki Schneider, Village Clerk

SUBSCRIBED AND SWORN to before me
this 27 day of February, 2012.

Molly Derricks

Notary Public, State of Wisconsin
My commission expires 1-26-2014



THIS INSTRUMENT DRAFTED BY:

RETURN TO DRAFTER

Attorney Charles D. Koehler
Herring Clark Law Firm
800 North Lynndale Drive
Appleton, WI 54914
(920) 739-7366



Item For Consideration

For Board Review On: Wednesday, October 18, 2023

Agenda Item Topic: Heesakker Trust Update

Prepared On: October 10, 2023

Prepared By: John McDonald
Parks, Recreation, & Forestry

Report: In May 2023, the Village was gifted a donation from the Margaret Schwaller Revocable Living Trust. Heesakker Park was originally the homestead and family farm of Ms. Schwaller. The stipulations of the trust agreement include improvement of the park by the construction of a new "clubhouse" and the preservation/enhancement of the wooded area. To be reimbursed, such improvement shall commence within 48 months following the Grantor's death (February of 2023).

Key components of this Trust are as follows:

1. The trust donation is approximately \$2.5 million.
2. Advisors to the trust are Associated Bank representatives and nieces of Margaret Schwaller, Anne Boykin, and Anne Weiland. Any project will be presented to the Park Planning Committee for approval prior to any work of funds expended.
3. Funds will be released to the Village on a reimbursement basis.
4. If funds are not used by scheduled deadline, excess funds will be distributed into a Community Foundation for the Fox Valley Region Inc. to benefit Heesakker Park.

Staff have been in communication with the trust officials, family members and the Park Planning Committee in review of project selection. Based on verbiage, staff initially presented several preservation and enhancements of the wooded area projects. The representatives of the trust did follow along through meeting minutes and inquiries with staff to determine that these proposals were not in the scope of the trust's language.

Staff is in the process of presenting a preliminary, high-level plan to the Park Planning Committee on October 24th in what a "clubhouse" would look like, how the facility would be programmed, and what an anticipated costs would be for maintenance, utilities, labor costs to clean. We encourage anyone interested in this discussion to be present.

Upon Trust representatives and family members review and approval, staff will request the Park Planning Committee to submit a recommendation to Village Board to accept a project and have ability forward with design & engineering along with construction to meet the deadline per the Trust.



Item For Consideration

Attached for your reference and to aid with discussion are Van Zeeland Park Shelter (Combined Locks) photos, architectural layout of Van Zeeland Park Shelter, an aerial to scale map of what a building footprint could look like in Heesakker Park, Cheese Fest Shelter, rendering plan idea of potential site layout.

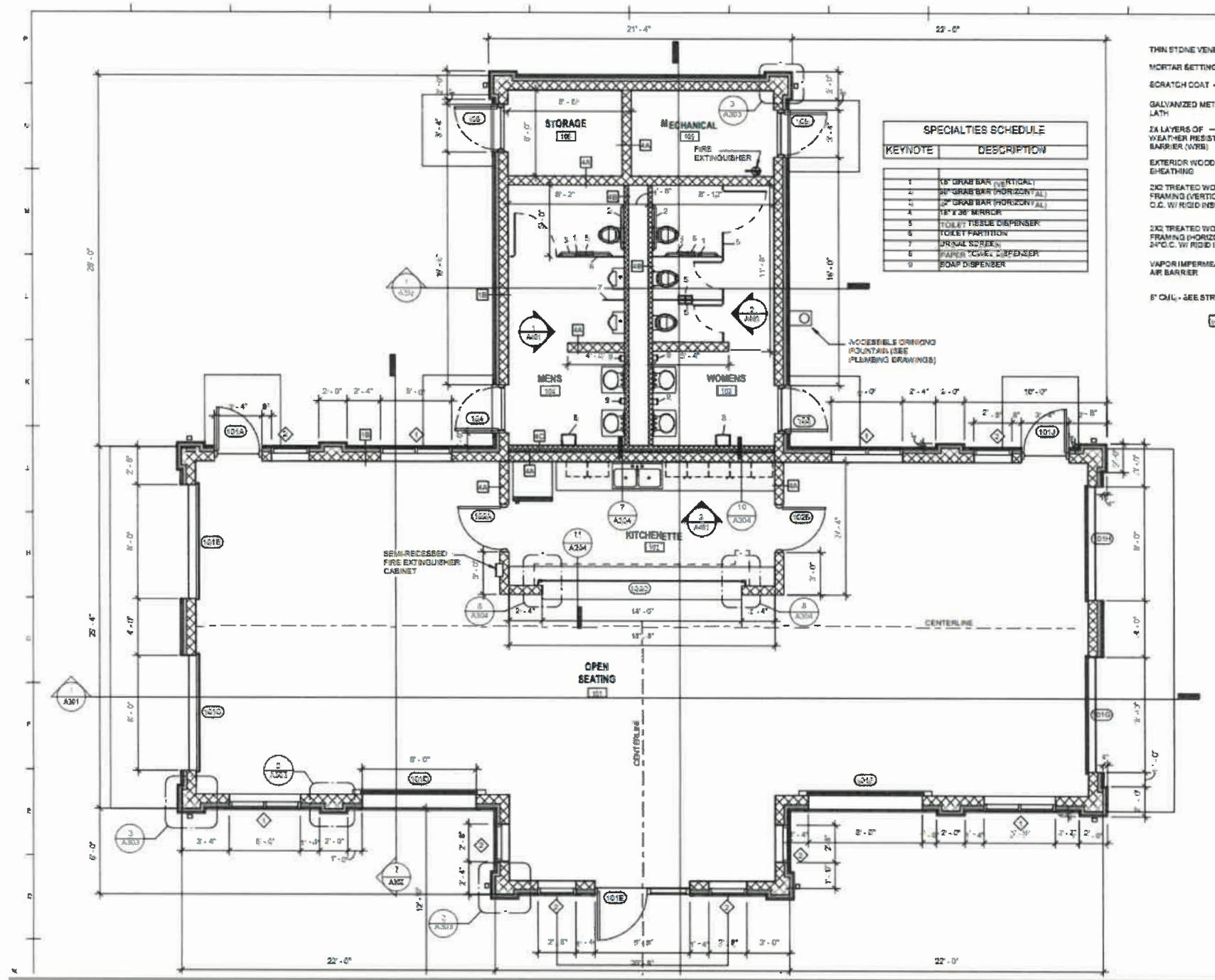
Fiscal Impact: At this time, the Park Planning Committee is evaluating proposals. Once a plan is recommended, fiscal impact will be considered for reimbursement through the trust.

Recommendation/Committee Action: No action is needed at this time. The Park Planning Committee shall provide a recommendation to the Village Board for final action before proposing any plans to the official trust oversight team.

Respectfully Submitted,
John McDonald - Parks, Recreation, & Forestry







THIN STONE VENEER
MORTAR SETTING
SCRATCH COAT
GALVANIZED METAL
LATH

24 LAYERS OF
WEATHER RESIST
BARRIER (W.R.B.)
EXTERIOR WOOD
ENCLOSURE

**SHRINKING
2X6 TREATED WD
FRAMING (VERTIC)**

**2X2 TREATED WD
FRAMING (HORZ
2X2 & 1X6 RISER & 1X2
SPLINE)**

**VAPOR IMPERMEABLE
AIR BARRIER**

EDWARD GEEGAR

6000 B.C.E. - 5000 B.C.E.

THE BOSTONIAN SOCIETY



Blue Gator
Engineering
1000 PARK AVENUE
LITTLE CHUTE, WISCONSIN 54140
(920) 869-2121

PROPOSED SHELTER & ANGLE PARKING EXHIBIT
HEESAKER PARK
PARKS AND RECREATION DEPARTMENT
VILLAGE OF LITTLE CHUTE, WISCONSIN

REVIEWED BY: _____
APPROVED BY: _____
DATE: _____

PROJECT NUMBER: EX-601
B-PICTURE NUMBER: EX-1

EX-1







Item For Consideration

For Board Review On: Wednesday, October 18, 2023
Agenda Item Topic: Special Event Request -
Fox Heritage 8K Run

Prepared On: October 10, 2023
Prepared By: John McDonald
Parks, Recreation, & Forestry

Report: The Village of Little Chute has been asked to partner with the City of Kaukauna to host the region's first annual Fox Heritage 8K run. The Fox Heritage Run is a new event, but it is organized by Fox Family Endurance Events, Inc, a local 501(c)3 organization; the same group of individuals that bring the well-established Fox Firecracker 5K and Kids Run to the Fox Valley area. Bridging two communities together, the Fox Heritage Run is a rewarding 8K run winding along the Fox River and over the beautiful Nelson Family Heritage Crossing, utilizing the trail system and community streets.

The Fox Heritage Run will be unique when compared with other events. The event is expecting over 300 participants to attend this inaugural event and is excited to have a different distance for participants to challenge themselves or incorporate into a training plan, a finisher medal, and exceptional favors.

Attached are the special event permit, sponsorship letter, sponsorship matrix, event logo, Certified Course Certificate, and route map.

Fiscal Impact: n/a

Recommendation/Committee Action: Staff recommends that Village Board approve the Fox Heritage Run as presented.

Respectfully Submitted,
John McDonald - Parks, Recreation, & Forestry



Office Use Only
Date Submitted 10/13/23
Permit Fee Paid \$25
\$25 permit fee is non-refundable

SPECIAL EVENT PERMIT APPLICATION

Special event permit applications must be submitted at least 3 months prior to proposed event.

This application is a request for a special event. Please refer to the checklist to see if you will need to contact other departments regarding your event. When requesting use of a facility please be very specific. Use exact dates, times, shelters, parks, streets, and areas. Doing so will help avoid delays in processing your request. Please call (920) 423-3869 with questions regarding this special event permit, Monday through Friday, 8:00 am to 4:30 pm.

APPLICANT INFORMATION

First Name

Last Name

Phone

Email

Address
(individual or business)

City

State

ZIP Code

ORGANIZATION INFORMATION

Organization's Name

Organization's Phone Organization's Email

Organization's Address
(individual or business)

City

State

ZIP Code

Applicant's Relationship to Organization

EVENT INFORMATION

Name of Event

Event Location

Event Date

(list each date if it's a multi-day event)

Event Set Up Time

Event End Time

Total Anticipated Attendance

Event Information (purpose, activity, who can participate, do you charge, etc.)

Fox Heritage Run is a unique and rewarding 8K running race that winds along the Fox River and over the beautiful Nelson Family Heritage Crossing. This race is a great way to challenge yourself, enjoy a beautiful trail system, AND see some of the best views in two amazing communities!

The race course starts in the heart of Kaukauna, winds along the Fox River, and then crosses the Nelson Family Heritage Crossing into Little Chute. Participants will then enjoy a portion of Heesakker Park trails, a few road miles in Little Chute and Kaukauna, and finally loop back into downtown Kaukauna. We will also offer a 0.5K and 1K for kids 8 years old or younger. We will be charging each participant a registration fee.

Are you Requesting Funding or Staff Assistance from the Village?

YES NO

If you are requesting funding or staff assistance, please indicate how much funding or resources you are requesting and why you need assistance. Also, include where your proceeds go to for your event. (Please list specific request)

Streets	Parks	Police	Fire/EMS	Other
	Bathrooms open at Heesakker Park			

(Requested Services to consider: No Parking Signs, Barricades, Trash/Recycling Cans, Road Closures, Police Presence, Directing Traffic, Equipment/Power, Street Access, Street Sweeping)

INDEMNIFICATION AGREEMENT (please read carefully before signing)

The applicant/organization shall indemnify, defend, and hold harmless the Village and its officers, officials, employees, and volunteers from and against any and all claims, damages, losses, and expenses arising out of the applied for activity/event except where caused by the sole negligence or willful misconduct of the Village. Applicant/Organization also understands and acknowledges that as required by the Village, liability insurance is the financial means to legally defend the Village and cover liability arising from the activity/event. I certify by my signature that I understand and agree to comply with this agreement and the insurance requirements and that I'm a qualified representative of my organization authorized to sign this agreement. I also certify the information is true and accurate.

Applicant – Print Name Jessica Decet

Applicant - Signature Jessica Decet

Date 9/25/2023

FOR OFFICE USE ONLY

DEPARTMENT	Staff Hours	Staff Cost	Equipment Hours	Equipment Cost	Facility Rental Fee
Clerk's Office	8	\$		\$	\$
Fire/EMS	8	\$		\$	\$
Fox Valley Metro Police	8	\$		\$	\$
Parks, Recreation, & Forestry	8	\$		\$	\$
Public Works	8	\$		\$	\$
TOTAL		\$		\$	\$
EVENT TOTAL TO BE BILLED	\$ <u>0</u>				

FOR OFFICE USE ONLY

DEPARTMENT	APPROVE	DENY	BY	REASON (if denied)
Clerk's Office				
Fox Valley Metro Police	✓		<u>John</u>	
Parks, Recreation, & Forestry	✓		<u>John</u>	
Public Works	✓		<u>John</u>	

Approved By Village Board

VILLAGE PRESIDENT – PRINT

SIGNATURE

DATE



Subject: Fox Heritage Run coming soon... with your help!

Dear Community Business Owner,

My name is Jessica Decet and I work with Fox Family Endurance Events, Inc, a local 501(c)3 organization. Our team here is working hard this year to bring Fox Heritage Run to the running/walking community, the neighborhoods of Little Chute and Kaukauna, to businesses like you and to the entire Fox Valley area on May 4, 2024.

The Fox Heritage Run is a new event, but it is organized by the same group of individuals that bring the well-established Fox Firecracker 5K and Kids Run to the Fox Valley area. Bridging two communities together, the Fox Heritage Run is a rewarding 8K run winding along the Fox River and over the beautiful Nelson Family Heritage Crossing, utilizing the trail system and community streets.

We're making the Fox Heritage Run unique when compared with other events. We're expecting over 300 participants to attend this inaugural event, and we're so excited to have a different distance for participants to challenge themselves or incorporate into a training plan, a finisher medal and exceptional swag.

But events like this can be expensive, and to make sure our operations run smoothly, and our participants receive the best experience possible, we need your help. With venue and equipment rental, post-race food, water, event timing, permits, and more, a sponsorship from your organization will bring us closer to having the perfect event.

Please see the attached sponsorship matrix and the perks you will receive in exchange for your contribution. Please contact us at 920-268-8809 or foxheritagerun@gmail.com to discuss our event. I look forward to hearing from you.

Sincerely,

Jessica Decet

President - Fox Family Endurance Events, Inc

Race Director – Fox Heritage Run & Fox Firecracker 5K and Kids Run

920-268-8809

foxheritagerun@gmail.com



Fox Heritage Run Sponsorship Levels

Thank you for being a part of this community! We are a local non-profit organization hosting running events such as the Fox Heritage Run in the Kaukauna & Little Chute area. Your business is essential to this area and want to partner with you to promote your business in this beautiful area!

PLATINUM Sponsor – \$3000+

- Logo on registration page
- Logo on banner prominently displayed at Event
- Prominent recognition on all Event advertisements (including social media and all printed material)
- 2 Free Race registrations for your company

GOLD Sponsor – \$1000

- Logo on registration page
- Logo on banner prominently displayed at Event
- Major recognition on Event's social media page, all printed materials
- 2 Free Race registrations for your company

SILVER Sponsor – \$700 (or cash equivalent)

- Logo on registration page
- Special recognition on Event's social media page, all printed materials

BRONZE Sponsor – \$500 (or cash equivalent)

- Logo on registration page
- Recognition on Event's social media page, all printed materials

Sponsorships can be directed to particular race items such as

1. Finisher Medals
2. Age Group/Overall awards
3. Race Swag
4. Entertainment – band, DJ, radio station
5. Marketing

IN-KIND Donations

If your company would like to make a donation of a product or services, please contact Jessica Decet at 920-268-8809 or email foxheritagerun@gmail.com. You/your company will receive recognition on race day. We gratefully accept any merchandise or gift certificates!

Ideas for In-Kind Donations	Amount Requested
Donation of Time or Resources(Awards, Photography, Massage, Etc)	To be determined
Post Race Food – breakfast burritos, walking tacos, bananas, etc	To be determined based on participation levels
Ice	To be determined based on participation levels
Water cups/ bottles of water	To be determined based on participation levels

Deadline for sponsorship is **January 31, 2024**. Please provide a company logo in vector, .eps, or jpg format via email to foxheritagerun@gmail.com

Deadline: The logo and donation check must be received by **January 31, 2024** to be included on the marketing material. If there is a problem with providing your logo in this format, please contact Jessica Decet at 920-268-8809

Fox Heritage Run 2024 Sponsorship/Donation Form

Business/ Sponsor Name:



Business/ Sponsor Address:

Contact Person's Name:

Contact's Phone:

Contact's Email:

Sponsorship/Donation Type:

Platinum (\$3000+)

Gold (\$1000)

Silver (\$700)

Bronze (\$500)

In-kind Donation: _____

Please Make Checks payable to Fox Family Endurance Events, Inc

Sponsorship/Donations can be mailed to:

Fox Heritage Run

3307 Eiler Rd, De Pere, WI 54115





**Road Running Technical Council
USA Track & Field**



Measurement Certificate

Name of the course Fox Heritage Run Distance 8 km

Location (state) WI (city) Kaukauna

Type of course: Road Race

Measuring Methods: Bicycle

Measured By David Moore - 3112 E Edgemere Dr - Appleton, WI 54915 - (920) 840-4582 - dave.moor@yahoo.com

Race Contact Jessica Decet - 3307 Eiler Rd., De Pere, WI 54115 - 920-268-8809 - jtamulion@gmail.com

Date(s) when course measured: 08/31/2023

Number of measurements of entire course: 2 Course Configuration: partial loop

Elevation (meters above sea level) Start 200.00 Finish 200.00 Lowest 197 Highest 221

Straight line distance between start and finish 144 m Drop 0.00 m/km Separation 1.80 %

Type of surface: Paved 100 % Dirt 0 % Gravel 0 % Grass 0 % Track 0 %

Effective date of certification: September 26, 2023 Certification code: WI23032DM

Note to Race Director: Use this Certification Code
in all public announcements relating to your race.

Be It Officially Noted That

Based on examination of data provided by the above named measurer, the course described above and in the map attached is hereby certified as reasonably accurate in measurement according to the standards adopted by the Road Running Technical Council. If any changes are made to the course, this certification becomes void, and the course must then be recertified.

Verification of Course --- In the event a National Open Record is set on the course, or at the discretion of USA Track & Field, a verification measurement may be required to be performed by a member of the Road Running Technical Council. If such a remeasurement shows the course to be short, then all pending records will be rejected and the course certification will be cancelled.

This certification expires on December 31 of the year: 2033

AS NATIONALLY CERTIFIED BY:

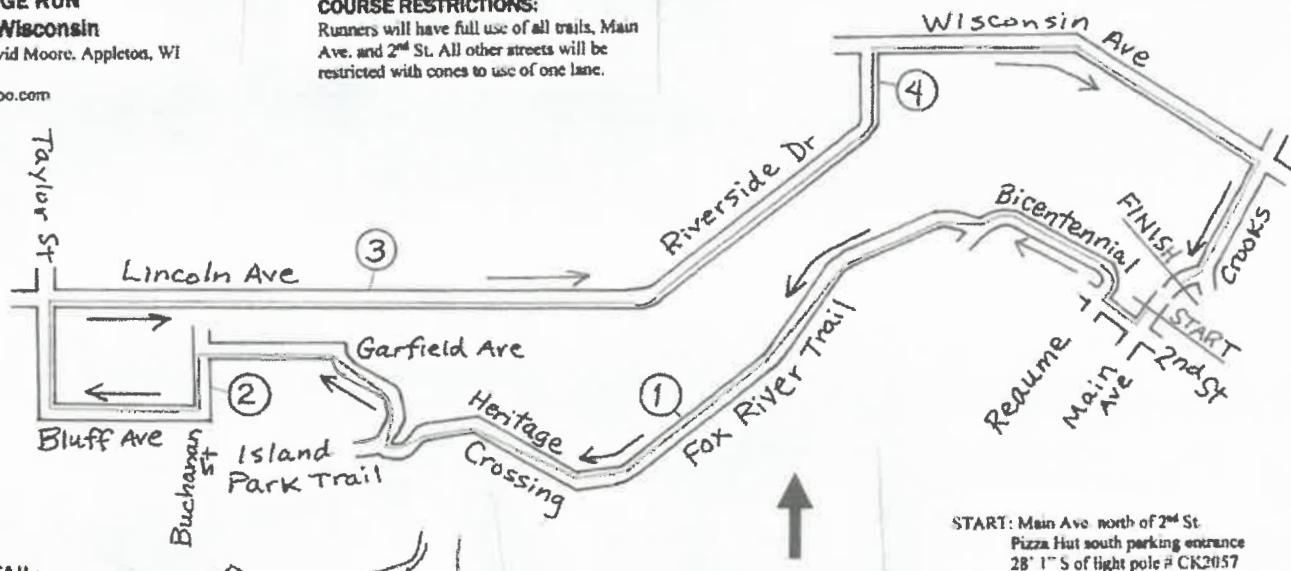
Date: September 26, 2023

David Moore - USATF/RRTC Certifier - 3112 E Edgemere Dr, Appleton WI 54915
(920) 840-4582 - dave.moor@yahoo.com

FOX HERITAGE RUN
Kaukauna, Wisconsin
 Measured by David Moore, Appleton, WI
 August 31, 2023
 dave.moor@yahoo.com

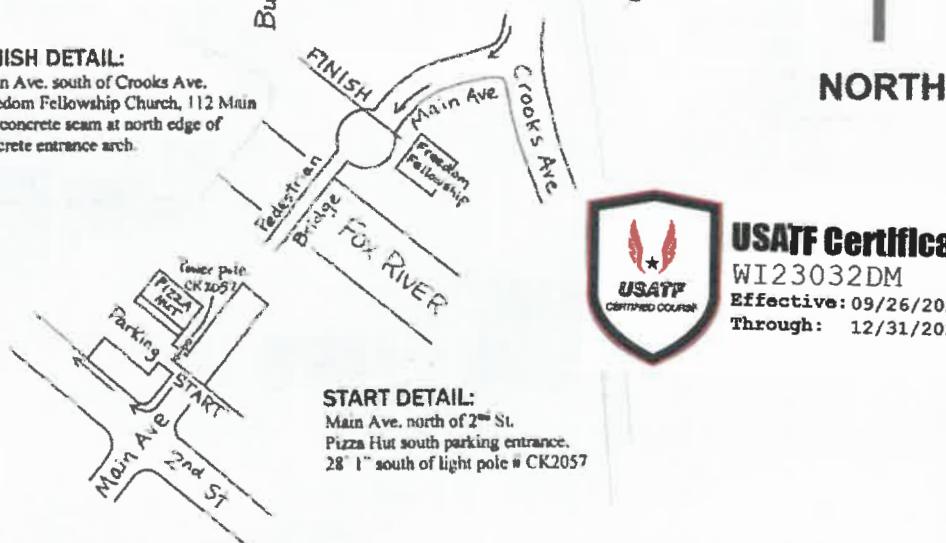
COURSE RESTRICTIONS:

Runners will have full use of all trails, Main Ave. and 2nd St. All other streets will be restricted with cones to use of one lane.



FINISH DETAIL:

Main Ave. south of Crooks Ave.
 Freedom Fellowship Church, 112 Main St., concrete seam at north edge of concrete entrance arch.



START DETAIL:

Main Ave. north of 2nd St.
 Pizza Hut south parking entrance.
 28' 1" south of light pole # CK2057



USATF Certificate

WI23032DM

Effective: 09/26/2023

Through: 12/31/2033

START: Main Ave. north of 2nd St.
 Pizza Hut south parking entrance
 28' 1" S of light pole # CK2057

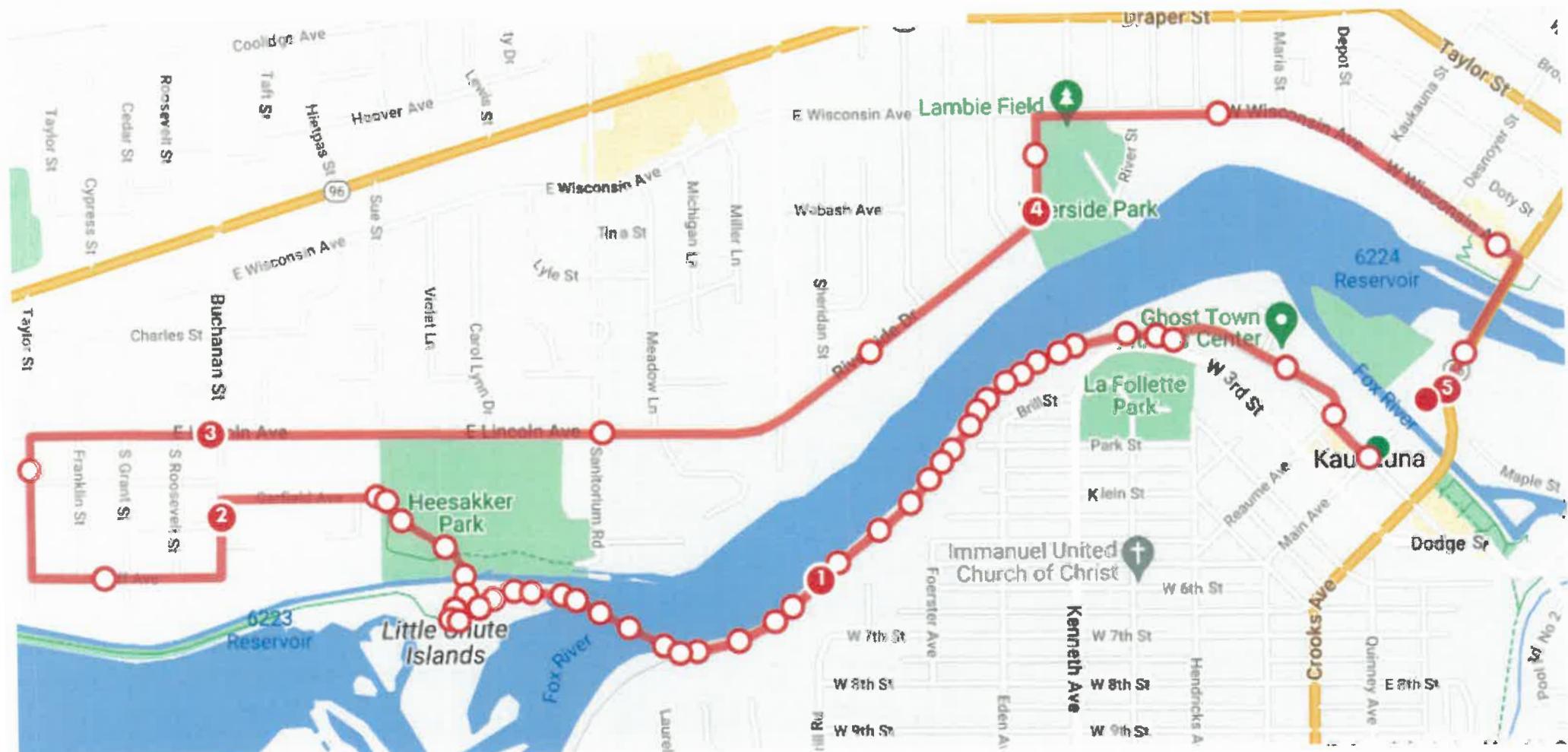
1 mile: Fox River Trail .16 mile east of trail bridge

2: Buchanan St./Fox St.
 1' 3" north of manhole cover in center of intersection

3: Lincoln Ave. east of Sue St.
 1404 Lincoln Ave.
 37 ft. east of driveway

4: Riverside Dr. S of Wisconsin Ave.
 1010 Riverside Dr.
 20 ft. north of driveway

FINISH: Main Ave. south of Crooks Ave.
 Freedom Fellowship Church
 112 Main St., concrete seam at north edge of concrete entrance arch





Item For Consideration

For Board Review On: 10/18/2023
Agenda Item Topic: 2023 Pick Up Truck

Prepared On: 10/13/2023
Prepared By: DPW Director Taylor

Report: The 2023 approved budget included \$35,000.00 for the purchase of a new pickup truck, replacing truck #90, 2011 Ford. Price quotations were submitted from Ewald Automotive Group, Napleton Chevrolet, and Gustman Chevrolet Buick GMC.

Company	Vehicle Year & Make	Cost
Ewald Automotive Group	2024 Dodge Ram 1500	\$46,466.00
	2024 Chevrolet Silverado 1500	\$39,693.00
	2023 Ford F-150	\$43,909.00
Napleton Chevrolet	2024 Chevrolet Silverado 1500	\$40,416.39
Gustman Chevrolet Buick	2024 Chevrolet Silverado 1500	\$42,160.00

Fiscal Impact: The Amended 2023 Fleet Budget currently remains within budget due to the cost-effective purchase of used vehicles from the City of Green Bay.

Recommendation/Board Action: Staff is recommending proceeding with the vehicle purchase quotation from Ewald Automotive Group for the 2024 Chevrolet Silverado 1500, for \$39,693.00.



Item For Consideration

			<u>(Over) Under</u>
<u>Amended Fleet Budget</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Dump Truck 2022-2023 Carryover (Replace #7)	250,000	261,475	(11,475)
Dump Truck 2023 (Replace #80)	280,000		280,000
Pick Up Truck 2022-2023 Carryover (Replace #45)	25,000	21,170	3,830
Pick Up Truck 2023 (Replace #82)	35,000	22,170	12,830
Pick Up Truck 2023 (Replace #87)	35,000		35,000
Pick Up Truck 2023 (Replace #90)	35,000	\$39,693	(4,693)
Utility Vehicle 2022-2023 Carryover (Replace #36)	<u>30,000</u>		<u>30,000</u>
	<u>690,000</u>	344,508	345,492
Remaining Vehicles to Purchase			345,000
Variance to Total Amended Budget			<u>492</u>
USED VEHICLE PURCHASES FROM GREEN BAY			

Respectfully Submitted,
Kent Taylor, Department of Public Works



Item For Consideration

For Commission Review On: October 17th, 2023
Agenda Item Topic: Well #1 Reroof Change Order

Prepared On: October 16th, 2023
Prepared By: MCO & Admin.

Report: The Village received a change order for the Well #1 Building Reroof Project, being completed by H.I.S. Comp. LLC. Upon removal of the membrane at the start of the project, it was identified that the existing insulation was wet and may not remain. H.I.S. Comp. LLC recommends the work necessary to fix the root cause and prevent continued issues in the attached change order details. McMahon has reviewed the list of changes deeming this work critical for the longevity and cost effectiveness of this capital project. These issues were not known during the original scope of work provided to the contractor and were only identifiable after removal of the membrane.

Fiscal Impact: The change order adds \$30,243 to the project. The contract was awarded for \$64,008 resulting in the total project increasing to \$94,251. The original budget for this project was \$70,000. The 2023 Water Capital Budget included a \$35,000 pickup truck addition. MCO instead purchased the vehicle to be used across other jurisdictions and alternatively is billing the Village of Little Chute for mileage when used in the Village. This strategic move resulted in maintaining a fleet of two vehicles that are strictly used for the Village of Little Chute purposes. Overall, the Water Utility Capital Projects will remain within budget as this project will utilize \$24,251 originally budgeted for the addition of a vehicle.

Recommendation/Board Action: The Utilities Commission recommends approval of the change order of \$30,243 to the Village Board.

Respectfully Submitted,
Beau Bernhoft, Village Administrator
Jerry Verstegen, MCO

Oct 12, 2023

Little Chute Doyle Park Well 1 Roof Replacement

H.I.S. Comp. proposes the following changes to the scope of work for the new roofing system for the above-mentioned building per site conditions. All accepted changes will be added to the original scope of work and added to the conditions of the AIA contract.

Proposed changes:

Option 1.

Remove and dispose of wet/saturated existing insulation within the original roof system. Upon removal of the membrane, it was identified that the existing insulation was wet and may not remain. HIS shall furnish the required additional dumpsters, labor, and clean up to remove insulation. Disposal shall be to a licensed waste facility. BUR roof layer to remain. (test cuts were performed to assure no water infiltration was identified in this layer). Upon removal, substrate shall be broom swept and vacuumed as required. Per Gary Schneider, HIS shall install the inclusive Polyiso insulation from the original contract without adding an additional layer – One layer total.

Add to Contract \$12,105.00 and Four business days for completion

Accept_____ Date_____ Declined_____

Option 2.

Add 3/8" plywood to parapet walls for adhering membrane. Upon removal of the existing membrane it was identified that remnants of the flashing material was present on the parapet walls. Upon review with Gary, it was determined the best solution would be to reasonably scrape the remnants and add one layer of plywood fastened to the parapet walls to provide a proper substrate to adhere the new membrane that is compliant with the Carlisle 20 year warranty.

Add to Contract \$8,214.00 and five business days

Accept_____ Date_____ Declined_____

Option 3.

Per review with Chris Kang, HIS shall furnish and install two new 4" Zurn roof drains with strainers. HIS will place and flash into the membrane the new drain bowls. It shall be the responsibility of Village of Little Chute to provide plumber or maintenance personnel to provide final connection of bowl discharge to existing drain pipes.

Add to Contract \$1978.00 and two business days

Accept_____ Date_____ Declined_____



5700 County Highway K
Hartford, WI 53080
Office: 262-644-5297
Fax: 262-644-5258
www.his-llc.com

Option 4.

HIS shall provide labor and materials to fabricate and replace all existing coping trim with new 24ga prefinished galvanized steel with “best matched” color of existing. Fabricate and install new continuous cleat on exterior side. Interior side shall be fastened to parapet wall with screws.

Add to Contract \$7,946.00 and eight business days

Accept_____ Date_____ Declined_____

Thank you,

H.I.S. Comp. LLC