



AGENDA

REGULAR BOARD MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, July 16, 2025
TIME: 6:00 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/82722655833>

Meeting ID: 827 2265 5833

Dial by your location

1 312 626 6799 US (Chicago)

Meeting ID: 827 2265 5833

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. Disbursement List
2. Approval of the Minutes of July 9, 2025
3. Adopt Resolution No. 10, Series 2025 Bayland Buildings Two-Lot CSM
4. Outdoor Alcohol Permit for Gentleman Jacks on July 19, 2025

H. Public Hearing—Chapter 6-31 to Add Regulations Pertaining to the Keeping of Chickens on Residential Properties

I. Discussion/Action—Adopt Ordinance No. 4, Series 2025 Amending Chapter 6, Animals of the VOLC Municipal Code Regarding the Keeping of Chickens in Residential Zoning Districts

- J. Discussion/Action—Patriot Drive Multi-Tenant Buildings Quella Site Plan
- K. Action—Appoint Andrea Zimmerman to the Library Board
- L. Department and Officer Progress Reports
- M. Call for Unfinished Business
- N. Items for Future Agenda
- O. Closed Session:
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 reason require a closed session. *FVMPD*
- P. Return to Open Session
- Q. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852, [email: Laurie@littlechutewi.org](mailto:Laurie@littlechutewi.org) Prepared: July 11, 2025

VILLAGE OF LITTLE CHUTE MONTHLY REPORT



Little Chute

ESTABLISHED 1848

JUNE
2025

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 – JUNE 2025

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

June Administration Updates

- Finalize internal organizational survey and assist KerberRose with the survey launch.
- Completed DPW interview process and assisted in the completion of the background process.
- Assisting Public Works Department with project management/planning in preparation of the new Public Works Director start date.
- Assisting the Police Commission on the hiring process for our new Police Chief. Providing information and updating the Job Description as needed. Working with the Interim Police Chief through WPPA Negotiations and Kimberly's Public Information Session.
- Working with various department heads in preparation for the 2026 annual operating budget.
- Attended the LCASD end of year luncheon, the Champion Center Sports Advisory Committee (Chair), the Windmill, FCCVB & FCSD monthly board meetings.
- Assisting Community Development on several development opportunities, including potential residential expansion to the north, and some commercial redevelopment opportunities.

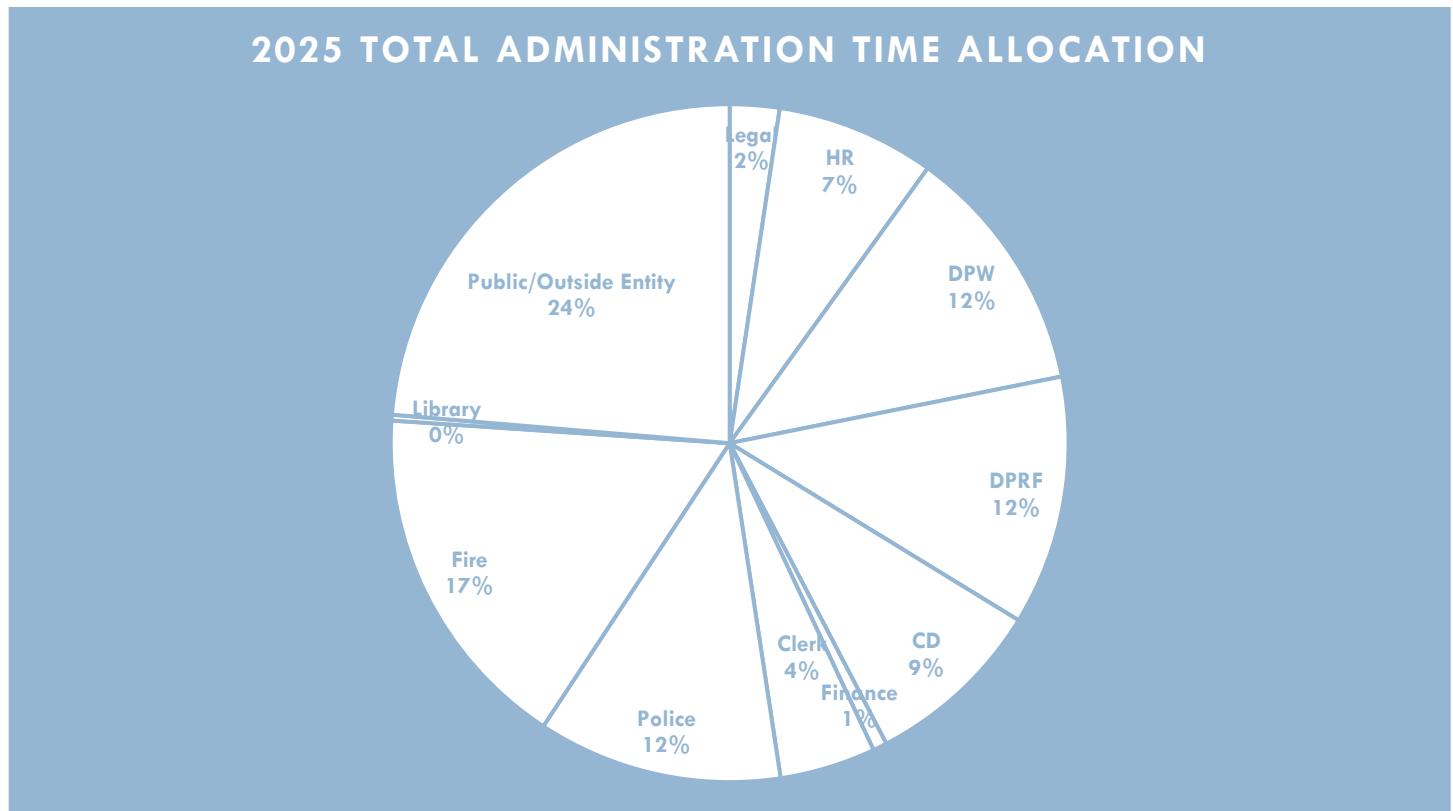
Current Work List and Progress Update

- Continued review and internal meetings for Fire Station design and budgeting at the 60% level. Working with the consultants to verify estimates and finalize drawings. Specifically looking at the utility components of the facility.
- Zoning enforcement work with Community Development and follow up to community outreach.
- DPW Director onboarding and transition planning. Assisting DPW with high-level needs.
- Continued succession planning in various departments. Reviewing the organizational structure, job descriptions and reviewing for efficiencies.
- 2026 annual budget preparation with various departments.

Items for July

- Police Commission meetings to discuss Police Chief hiring plan.
- Preparing the Village Clerk and other positions for posting.
- Meeting with various stakeholders.
- Assisting DPRF in the Heesakker conceptual planning phase with GRAEF. Updates to Park Planning Committee soon.

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 7/11/2025.



VILLAGE CLERK

June was a very busy and productive month in the Clerk's Office; Liquor License Renewal paperwork was completed and mailed out to all current holders. We have been busy processing returned applications for the June 30th deadline. We organized Chief Meister's retirement gift and cake. All 11 pieces of voting equipment were dropped off and picked up in Grand Chute for yearly audit and maintenance.

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

- Process and finalize Liquor License Renewal Paperwork and delivered to holders.
- Shared data from social media sites
- Agendas/Minutes for Regular Board, Utility, Plan Commission
- 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

Goals for July:

- Agendas/Minutes for meetings
- Attend Joint Review Board meeting
- File 2025 Liquor License Report with State
- 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
- Process Operator License Renewals

2025 Social Media Metrics			
	Meta	May	June
	Views	178,211	148,444
	Reach	63,265	27,695
	Content	29	36
	Interactions	1595	674
	Link Clicks	1343	357
	Visits	5512	7108
	New Follows	76	88
	Total Followers	7938	8013
Top Content	Utility Billing	Road Closure	

	LinkedIn	May	June
	Impressions	73	60
	Reactions	0	0
	Reposts	0	0
	Page Views	27	31
	Followers	344	344

FINANCE DEPARTMENT

HIGHLIGHTS

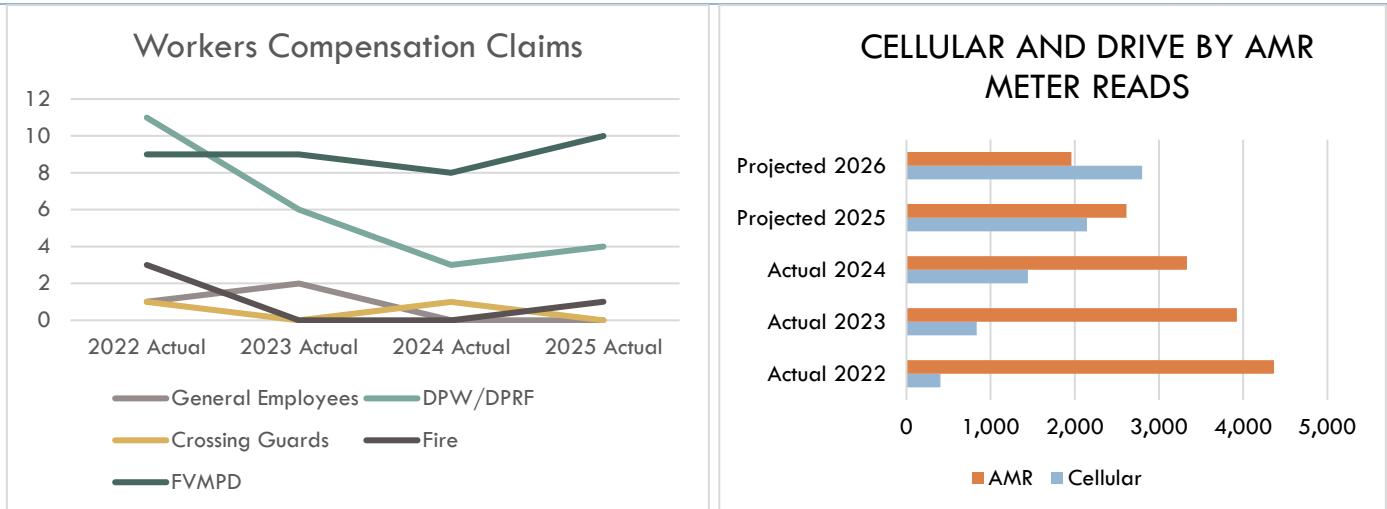
- The 2026-2030 Capital Improvement Plan was adopted by the Village Board on June 18, 2025.
- The NEW Summer Sewer Credit calculation parameters were implemented on June utility bills.
- Filed the Annual Tax Incremental District Report (Form PE-300) with the State before the July 1 deadline.
- Completed the Popular Annual Finance Report (user friendly and simplified format of audit) and made it available to stakeholders. Discussion to take place at Village Board on July 9th.
- We began budget planning by preparing this year's timeline and templates.
- Volunteer firefighters were paid their semi-annual call allowances, pager expenses and officer stipends.
- The employee engagement survey launched on June 9th by KerberRose with the deadline for completion by employees on June 20th.
- Interviews took place for the Utility Billing Clerk position and an employment offer was extended and accepted with a start date of July 14th.
- 2026 health insurance rates were released by ETF and the calculation of employee/employer split was completed. The presentation of rates to the Village Board is July 9th.
- Our Payroll & Benefits Specialist ended her employment on June 6th. The position was posted and resumes gathered. Our Accounting Clerk agreed to take on portions of the interim role alongside the Deputy Finance Director to the remaining tasks as a team effort during the interim.
- The Video Service Provider Report with the State was filed prior to the July 15 deadline.
- The Accounting Clerk conducted a cost analysis review of Real Estate Inquiry fees including a market comparison of neighboring communities to fulfill 2026 budget revenue analysis.

TOP PRIORITIES FOR JULY

- Budget templates are in progress and will be released to Department Heads per the budget schedule.
- Prepare development incentive payments that will be due per terms of agreements.
- Complete our due diligence on dental insurance renewal options.
- KerberRose to analyze results from the employee engagement survey. Presentation of findings to Village Board and Leadership in August.
- Interviews will begin for the Payroll & Benefits Specialist position.

CONTINUOUS IMPROVEMENT EFFORTS

- The Accounts Payable Clerk and Deputy Finance Director communicated to departments the Village's plan to go paperless with our accounts payable process. Departments relayed their specific needs for routing invoices and the approval process. A 6-hour set up and intro into A/P Workflow in miViewPoint was conducted with Civic Systems. Training for approvers took place on July 9th.
- Our entire department is chipping in to cover the staffing shortage felt from vacations and turnover. They are tireless in their unwavering support of resident needs while serving their fellow departments, finding ways to be efficient and cross train duties. We commend them for living out the Village's mission to promote a positive image and maintain high work performance. Well done!



PERFORMANCE MEASUREMENTS

	Actual 2022	Actual 2023	Actual 2024	Target 2025
# Months bank reconciliation completed timely	12	12	12	12
# Of stale checks outstanding	13	9	7	7
Custodial credit risk	\$0	\$0	\$0	\$0
Investment Performance vs Crane Taxable All Money Market Funds Average (2023 and 2024; prior Bloomberg 1-3 Year Treasury Index)	(2.87)% vs (3.8)%	5.02% vs 4.72%	5.22% vs 4.85%	5.00% vs 4.85%
% Of customers paying online	52%	55%	58%	58%
Continuous improvement initiatives	26	24	25	24
Number of special assessment billings	7	273	0	100
Average number of monthly utility bills	4,743	4,775	4,798	4,855
Annual number of utility work orders	904	661	752	820
Annual tax certification letters	647	675	534	580
General obligation bond rating	Aa3	Aa3	Aa3	Aa3
# Of auditor's compliance issues	0	0	0	0
% Of time monthly financials closed within 15 days	100%	100%	100%	100%
% Of staff adequately trained/cross trained	90%	100%	85%	100%

FINANCE LEARNING OPPORTUNITY

State Budgeting Law WI Statute 65.01 and 65.90 requires:

- Actual revenues and expenditures for the preceding year, actual revenues and expenditures for not less than the first six months of the current year and estimated revenues and expenditures for the balance of the year must be included.
- A published budget summary must include percentage change between the current adopted and proposed budget.
- A public hearing must be held to allow citizen comment with a Class 1 notice published at least 15 days before the date of the hearing including a notice of the place where the proposed budget can be inspected.

	JUNE	YTD 2025	BUDGET 2025	OVER (UNDER) BUDGET	% OF BUDGET HIGHLIGHT
				VARIANCE	>50% FOR EXPENSE
GENERAL FUND					
Taxes	(566.51)	739,335.30	975,618.00	(236,282.70)	75.78%
Total Licenses and Permits	11,370.00	51,533.66	82,690.00	(31,156.34)	62.32%
Intergovernmental Aid	-	482,949.36	2,999,461.00	(2,516,511.64)	16.10%
Public Charges for Service	23,210.02	105,635.03	161,025.00	(55,389.97)	65.60%
Fines and Forfeitures	7,992.56	50,869.75	92,300.00	(41,430.25)	55.11%
Total Interest	33,924.12	145,947.75	164,525.00	(18,577.25)	88.71%
Miscellaneous Revenue	12,978.00	133,094.00	170,280.00	(37,186.00)	78.16%
Other Financing Sources	17,986.21	112,096.58	221,000.00	(108,903.42)	50.72%
Total General Fund Revenue	106,894.40	1,821,461.43	4,866,899.00	(3,045,437.57)	37.43%
Village Board	4,074.27	39,835.48	123,507.00	(83,671.52)	32.25%
Administration	7,017.50	43,334.74	124,296.00	(80,961.26)	34.86%
Finance	22,767.85	153,925.84	356,924.00	(202,998.16)	43.13%
Clerk	8,583.23	105,641.73	237,984.00	(132,342.27)	44.39%
Community Development - Assessing	13,295.41	65,379.26	143,421.00	(78,041.74)	45.59%
Inspections	10,239.62	78,207.20	167,582.00	(89,374.80)	46.67%
Economic Development	3,886.11	24,626.75	142,539.00	(117,912.25)	17.28%
Village Hall	7,005.51	39,321.72	111,984.00	(72,662.28)	35.11%
Municipal Court	3,481.92	26,019.10	49,201.00	(23,181.90)	52.88%
Unallocated	9,121.55	52,466.25	211,936.00	(159,469.75)	24.76%
Insurance	29,821.12	141,848.88	237,832.00	(95,983.12)	59.64%
Village Promotion and Goodwill	13,844.64	21,402.81	47,048.00	(25,645.19)	45.49%
Fire Operations	46,692.27	177,701.88	315,402.00	(137,700.12)	56.34%
Fire Allocated	34,681.38	182,957.26	374,679.00	(191,721.74)	48.83%
Crossing Guards	5,417.54	42,211.93	81,535.00	(39,323.07)	51.77%
Public Works Administration	8,664.21	25,853.28	106,044.00	(80,190.72)	24.38%
Public Works Engineering & GIS	7,861.83	76,326.72	53,524.00	22,802.72	142.60%
Public Works Street Repair and Maintenance	103,531.17	337,783.66	937,789.00	(600,005.34)	36.02%
Public Works Support Services	3,980.07	22,338.72	51,356.00	(29,017.28)	43.50%
Public Works Vehicle Maintenance	(365.00)	79,803.85	137,901.00	(58,097.15)	57.87%
Public Works Snow and Ice Control	3,589.50	152,828.05	232,893.00	(80,064.95)	65.62%
Public Works Weed Control	158.74	956.54	7,132.00	(6,175.46)	13.41%
Public Works Recycling	3,859.24	32,113.55	57,158.00	(25,044.45)	56.18%
Park	58,677.04	268,905.67	591,756.00	(322,850.33)	45.44%
Recreation	15,128.86	80,986.03	233,920.00	(152,933.97)	34.62%
Forestry	9,966.02	100,581.35	222,419.00	(121,837.65)	45.22%
Youth Football	178.07	6,483.73	40,722.00	(34,238.27)	15.92%
Community Band	171.51	32,456.55	38,944.00	(6,487.45)	83.34%
Transfers	-	-	-	-	#DIV/0!
Total General Fund Expenses	435,331.18	2,412,298.53	5,437,428.00	(3,025,129.47)	44.36%
GENERAL FUND NET REVENUES (EXPENSES)		(328,436.78)	(590,837.10)	(570,529.00)	
SANITATION					
Sanitation Revenues	57,253.64	335,779.83	679,600.00	(343,820.17)	49.41%
Sanitation Expenses	84,862.86	316,781.30	674,790.00	(358,008.70)	46.95%
SANITATION NET REVENUES (EXPENSES)		(27,609.22)	18,998.53	4,810.00	
FIRE EQUIPMENT DONATION					
Fire Equipment Donation Revenues	4,709.23	105,116.69	102,160.00	2,956.69	102.89%
Flag Pole Memorial Expenses	5,618.75	67,389.78	1,321,160.00	(1,253,770.22)	5.10%
FIRE EQUIPMENT DONATION NET REVENUES (EXPENSES)		(909.52)	37,726.91	(1,219,000.00)	
HEESAKKER PARK TRUST					
Heesakker Park Trust Revenues	407.19	121,651.47	800,000.00	678,348.53	15.21%
Heesakker Park Trust Expenses	52.11	1,920.78	800,000.00	(798,079.22)	0.24%
HEESAKKER PARK TRUST NET REVENUES (EXPENSES)		355.08	119,730.69	-	
AQUATICS					
Aquatics Revenue	18,687.70	143,040.98	211,543.00	(68,502.02)	67.62%
Aquatics Expenses	30,094.64	63,940.95	211,543.00	(147,602.05)	30.23%
AQUATICS NET REVENUES (EXPENSES)		(11,406.94)	79,100.03	-	

	JUNE	YTD 2025	BUDGET 2025	VARIANCE	Over (Under) Budget	% OF BUDGET Highlight
						>50% for Expense
LIBRARY/CIVIC CENTER						
Library/Civic Center Revenues	3,622.26	519,813.92	720,664.00	(200,850.08)	72.13%	
Library/Civic Center	57,808.01	351,116.03	764,064.00	(412,947.97)	45.95%	
LIBRARY/CIVIC CENTER NET REVENUES (EXPENSES)	(54,185.75)	168,697.89	(43,400.00)			
CONSOLIDATED POLICE SERVICES						
Consolidated Police Services Revenue	53,414.33	2,988,135.13	4,584,286.00	(1,596,150.87)	65.18%	
Police Services Consolidated	359,109.07	2,121,392.90	4,636,617.00	(2,515,224.10)	45.75%	
CONSOLIDATED POLICE SERVICES NET REVENUES (EXPENSES)	(305,694.74)	866,742.23	(52,331.00)			
VAN LIESHOUT RECREATION CENTER						
Van Lieshout Rec Center Revenues	1,587.33	16,375.40	30,800.00	(14,424.60)	53.17%	
Van Lieshout Rec Center Expenses	850.29	10,304.10	39,314.00	(29,200.85)	26.21%	
VAN LIESHOUT NET REVENUES (EXPENSES)	737.04	6,071.30	(8,514.00)			
PROMOTIONAL FUND						
Promotional Fund Revenues	1,636.27	12,983.51	47,500.00	(34,516.49)	27.33%	
Promotional Fund Expenses	5,000.00	5,000.00	33,500.00	(28,500.00)	14.93%	
PROMOTIONAL NET REVENUES (EXPENSES)	(3,363.73)	7,983.51	14,000.00			
FAÇADE RENOVATION GRANT FUND						
Façade Renovation Grant Fund Revenues	1,071.08	6,357.15	5,000.00	1,357.15	127.14%	
Façade Renovation Grant Fund Expenses	-	-	1,000.00	(1,000.00)	0.00%	
COMMUNITY DEVELOPMENT GRANT NET REVENUES (EXPENSES)	1,071.08	6,357.15	4,000.00			
NELSON CROSSING MAINTENANCE						
Nelson Crossing Maintenance Revenues	26.56	2,765.92	3,632.00	(866.08)	76.15%	
Nelson Crossing Maintenance Expenses	-	-	3,500.00	(3,500.00)	0.00%	
NELSON CROSSING MAINTENANCE NET REVENUES (EXPENSES)	26.56	2,765.92	132.00			
EQUIPMENT REVOLVING FUND						
Equipment Revolving Revenue	14,550.12	149,709.75	352,000.00	(202,290.25)	42.53%	
Equipment Revolving Expenses	-	202,437.46	655,673.00	(453,235.54)	30.87%	
EQUIPMENT NET REVENUES (EXPENSES)	14,550.12	(52,727.71)	(303,673.00)			
FACILITY AND TECHNOLOGY FUND						
Facility and Technology Fund Revenues	327.52	106,150.67	141,150.00	(34,999.33)	75.20%	
Facility and Technology Fund Expenditures	5,975.00	63,459.78	175,050.00	(111,590.22)	36.25%	
FACILITY AND TECHNOLOGY NET REVENUES (EXPENSES)	(5,647.48)	42,690.89	(33,900.00)			
FIRE STATION CONSTRUCTION						
Fire Station Construction Revenues	1,717.28	12,551.00	6,415,000.00	6,402,449.00	0.20%	
Fire Station Construction Expenditures	26,378.26	139,513.73	6,945,476.00	(6,805,962.27)	2.01%	
FIRE STATION CONSTRUCTION NET REVENUES (EXPENSES)	(24,660.98)	(126,962.73)	(530,476.00)	13,208,411.27		
TAX INCREMENT DISTRICT 4						
Tax Increment District 4 Revenues	8,559.83	1,470,596.40	1,858,016.00	(387,419.60)	79.15%	
Tax Increment District 4 Expenses	383.90	14,030.57	928,301.00	(914,270.43)	1.51%	
TAX INCREMENTAL DISTRICT 4 NET REVENUES (EXPENSES)	8,175.93	1,456,565.83	929,715.00			
TAX INCREMENT DISTRICT 5						
Tax Increment District 5 Revenues	2,717.55	417,607.42	558,273.00	(140,665.58)	74.80%	
Tax Increment District 5 Expenses	2,700.34	46,259.16	396,298.00	(350,038.84)	11.67%	
TAX INCREMENTAL DISTRICT 5 NET REVENUES OVER EXPENSES	17.21	371,348.26	161,975.00			

	JUNE	YTD 2025	BUDGET 2025	VARIANCE	Over (Under) Budget	% OF BUDGET Highlight
						>50% for Expense
TAX INCREMENT DISTRICT 6						
Tax Increment District 6 Revenues	9,161.76	1,978,823.86	2,459,491.00	(480,667.14)		80.46%
Tax Increment District 6 Expenses	7,956.59	705,533.14	2,575,726.00	(1,870,192.86)		27.39%
TAX INCREMENTAL DISTRICT 6 NET REVENUES (EXPENSES)	1,205.17	1,273,290.72	(116,235.00)			
TAX INCREMENT DISTRICT 7						
Tax Increment District 7 Revenues	10,471.84	1,682,843.94	3,760,318.00	(2,077,474.06)		44.75%
Tax Increment District 7 Expenses	11,692.86	159,565.05	4,118,124.00	(3,958,558.95)		3.87%
TAX INCREMENTAL DISTRICT 7 NET REVENUES (EXPENSES)	(1,221.02)	1,523,278.89	(357,806.00)			
TAX INCREMENT DISTRICT 8						
Tax Increment District 8 Revenues	3,399.14	107,942.37	117,194.00	(9,251.63)		92.11%
Tax Increment District 8 Expenses	8,044.07	50,342.60	1,679,226.00	(1,628,883.40)		3.00%
TAX INCREMENTAL DISTRICT 8 NET REVENUES (EXPENSES)	(4,644.93)	57,599.77	(1,562,032.00)			
PARK IMPROVEMENT						
Park Improvement Revenue	2,761.54	192,389.52	277,800.00	(85,410.48)		69.25%
Park Improvement Expenses	13,569.18	8,028.75	256,256.00	(248,227.25)		3.13%
PARK IMPROVEMENTS NET REVENUES (EXPENSES)	(10,807.64)	184,360.77	21,544.00			
CONSTRUCTION FUND						
Special Assessment Revenue	21,548.92	95,421.80	109,300.00	(13,878.20)		87.30%
Capital Projects Revenue	(6,311.43)	12,261.79	47,000.00	(34,738.21)		26.09%
TOTAL CONSTRUCTION REVENUE	15,237.49	107,683.59	156,300.00	(48,616.41)		68.90%
Special Assessment Expense	98.67	476.72	-	476.72	#DIV/0!	
Construction Projects	5,007.50	18,882.55	434,981.00	(416,098.45)		4.34%
Administration Capital Projects	15,142.61	71,760.28	117,297.00	(45,536.72)		61.18%
TOTAL CONSTRUCTION EXPENSES	20,248.78	91,119.55	552,278.00	(461,158.45)		16.50%
CONSTRUCTION FUND NET REVENUES (EXPENSES)	(5,011.29)	16,564.04	(395,978.00)			
SEWER						
Sewer Revenues	330,164.40	1,954,195.39	4,749,204.00	(2,795,008.61)		41.15%
Sewer Capital	52.11	8,662.96	116,128.00	(107,465.04)		7.46%
Sewer Financing	21,900.00	132,600.00	266,118.00	(133,518.00)		49.83%
Sewer Treatment	175,125.97	1,051,402.91	2,377,400.00	(1,325,997.09)		44.22%
Sewer Collection	12,708.05	81,297.37	271,878.00	(190,580.63)		29.90%
Sewer Customer A/R	11,472.82	73,767.01	176,817.00	(103,049.99)		41.72%
Sewer Admin and General	26,796.65	121,563.94	233,805.00	(112,241.06)		51.99%
TOTAL SEWER EXPENSES	248,055.60	1,469,294.19	3,442,146.00	(1,972,851.81)		42.69%
SEWER NET REVENUES (EXPENSES)	82,108.80	484,901.20	1,307,058.00			
WATER UTILITY						
Water Utility Revenues	250,907.68	1,413,594.77	3,523,588.00	(2,109,993.23)		40.12%
Water Capital Projects	260.57	5,436.69	54,631.00	(49,194.31)		9.95%
Water Financing	61,500.00	395,181.59	793,895.00	(398,713.41)		49.78%
Water Source	903.90	12,409.82	109,861.00	(97,451.18)		11.30%
Pumping	22,348.93	154,167.14	363,994.00	(209,826.86)		42.35%
Water Treatment	76,808.07	460,827.09	767,558.00	(306,730.91)		60.04%
Water Distribution	99,684.77	520,684.82	897,649.00	(376,964.18)		58.01%
Customer A/R	6,696.10	41,968.02	92,702.00	(50,733.98)		45.27%
Admin and General	15,535.16	103,447.42	240,291.00	(136,843.58)		43.05%
TOTAL WATER EXPENSES	283,737.50	1,694,122.59	3,320,581.00	(1,626,458.41)		51.02%
WATER NET REVENUES (EXPENSES)	(32,829.82)	(280,527.82)	203,007.00			

	JUNE	YTD 2025	BUDGET 2025	VARIANCE	Over (Under) Budget	% OF BUDGET Highlight
						>50% for Expense
STORMWATER UTILITY						
Stormwater Revenue	145,353.51	789,612.14	3,960,370.00	(3,170,757.86)		19.94%
Stormwater Capital Projects	1,525.73	893,535.81	3,086,936.00	(2,193,400.19)		28.95%
Storm Financing	42,500.00	307,329.28	583,553.00	(276,223.72)		52.67%
Storm Pond Maintenance	2,807.33	31,849.28	205,768.00	(173,918.72)		15.48%
Storm Collection	23,380.64	91,696.25	248,765.00	(157,068.75)		36.86%
Storm Customer A/R	5,002.47	31,608.30	70,327.00	(38,718.70)		44.94%
Storm Admin and General	24,537.04	137,187.52	252,393.00	(115,205.48)		54.35%
TOTAL STORM EXPENSES	99,753.21	1,493,206.44	4,447,742.00	(2,954,535.56)		33.57%
STORMWATER NET REVENUES (EXPENSES)	45,600.30	(703,594.30)	(487,372.00)			

Continue to see interest and investment income impacted as result of the market. 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 marketplace 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 June is a \$23,555 unrealized loss.

Tax Settlement for the second installment does not occur until August from the County and majority of State aids not received until November.

Business insurance (various funds) for the first three quarters have been paid so nine months of expense shows in the June financials. Snow and ice higher due to weather event year to date, vehicle allocation entry not complete for June (waiting for invoice from the County) so expenses show higher on June financials. The band trailer arrived so majority of this budget has been spent while labor for construction fund is higher due to peak construction season for this fund. Stormwater Ebbin Storm Phase III project progressing as construction started December 2024. Water Treatment is at higher % of budget due to salt purchases and sanitary discharge from treatment waste. Distribution is higher due to the cellular meter transition with the receipt of over 68% of planned meters for 2025.

Capital Contributions (revenue) are not recorded until year end (capital assets paid for by TID or contributed by developers) in the Sewer Utility (\$978,000), Water Utility (\$866,000) and Stormwater (\$2,539,000).

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

Community Development

JUNE/JULY HIGHLIGHTS

- Met with Commercial Developers and architects regarding development sites in and out of TIDs in village.
- Continued Inspections of homes, apartments, and commercial projects.
- Applications for Building Permits has picked up for the summer construction season. Building Inspection is busy fielding calls, assisting customers, issuing permits and completing inspections.
- Calls to Community Development for future development inquiries continue. There is a lot of interest all over the Village for projects large and small for both residential and commercial uses. We hope a number of these projects come to fruition and create investment in our community.
- Community Development continues to work with Legal Services to address the former Sandies Dry Cleaner. This is a contaminated site and bringing these sites to closure is a complicated and lengthy process. The Board will be kept informed as more information is available.
- Community Development Director drafted an ordinance regulating chickens in residential zoning districts. The public hearing will be held on July 16.

TOP PRIORITIES FOR JULY 2025

- Revised draft Chapter 8 has been completed and will be presented to the Plan Commission at their July meeting.
- Continue to work with Legal regarding the former Sandies Dry Cleaners (see above).
- Assessments are under way by Associated Appraisal for the market revaluation. We expect that to be completed later this summer. Open book and Board of Review will occur later summer to early fall. We would anticipate a busy open book session.
- Staff is finalizing the bid request for the demolition of the three Village owned properties on Depot Street. We have fielded recent development inquiries and are looking forward to getting this site ready for investment in our downtown.
- Reconstruction of the Pine Street parking lot is a priority for 2025. Survey work to prepare a Certified Survey Map is currently underway.
- Staff is reviewing the Site Plan submittals for Evantra Phase 2 & 3, Scheske Dental expansion and a multi-tenant commercial development on Patriot Drive.
- Staff is preparing the presentation for the Joint Review Board meeting in July. The Joint Review Board is the required annual meeting where the Village presents the status of our open TIDs to the other taxing jurisdictions.

Community Development

BUILDING PERMIT SUMMARY

Building Permits Issued in June 2025

# Residential	# Commercial	Total	Total \$ Fees	Est. Construction \$
38	2	40	\$9,225	~\$2,183,639

Permits Issued in 2025 as of May 15, 2025

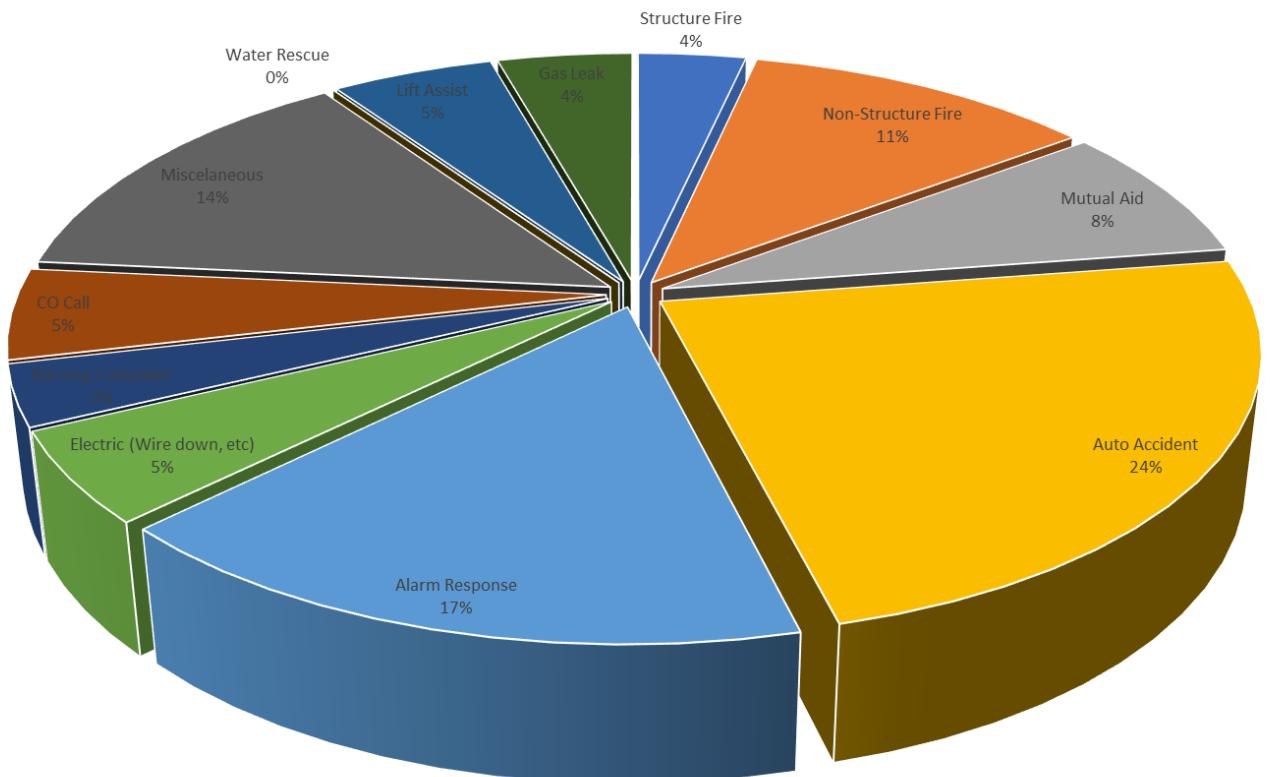
Total # of Permits	Total \$ Fees	Est. Construction \$
154	\$109,680	~ \$20,496,881

Number of New Home Permits Year To Date

# New Single Family	# Mobile Homes	# Duplexes	Total
0	1	9	10

Little Chute Fire Department

2025 Summary - Calls by Type



LCFD Incident Report - June**Number of Incidents: 18****Incidents Last Year: 24****Year-to-Date: 115**

Date	Time	Incident Number	Location	Description	Response	Vehicles
6/1/2025	19:35	25LC00098	W Lincoln & Madison	Odor of gasoline	Investigate - nothing found	3621 - Engine 3671 - Aerial 3682 - UTV
6/2/2025	11:27	25LC00099	Hwy 41 & Holland	Ditch on fire	Extinguish by fire personnel	3621 - Engine 3622 - Engine
6/2/2025	11:49	25LC00100	French Rd	2 vehicle accident	Accident clean-up	3621 - Engine 3622 - Engine
6/4/2025	12:26	25LC00101	W Main & Monroe St	3 vehicle accident	Accident clean-up	3621 - Engine 3622 - Engine
6/6/2025	7:38	25LC00102	Freedom Rd & E North Ave	4 vehicle accident	Accident clean-up	3621 - Engine 3622 - Engine 3671 - Aerial
6/6/2025	21:34	25LC00103	W Main & Madison St	2 vehicle accident with injury	Accident clean-up & scene safety	3621 - Engine 3671 - Aerial
6/10/2025	11:49	25LC00104	530 Pierce Ave	CO alarm sounding	Checked levels, nothing found	3641 - Aerial
6/10/2025	16:34	25LC00105	E North & Lilac La	Accident with spill	Accident clean-up	3621 - Engine 3671 - Aerial
6/17/2025	18:56	25LC00106	329 Johnson Ave	Overheat of toy batteries	Put batteries in driveway to cool	3621 - Engine
6/21/2025	12:00	25LC00107	8 Fern Ct	Branch on power line	Provide safe area until KU arrived	3621 - Engine
				Mutual aid agreement - smoke alarm sounding in Appleton		
6/22/2025	19:02	25LC00108	1700 E Longview Drive		Cancelled en route per AFD	3622 - Engine
6/23/2025	16:53	25LC00109	825 E Greenfield Dr	Baby ducks stuck in storm drain	remove ducks from drain	3621 - Engine
						3621 - Engine
6/25/2025	8:04	25LC00110	Hwy 441 & E Northland	2 vehicle accident	Accident clean-up	3622 - Engine
6/26/2025	22:09	25LC00111	1415 W Main St	Water flow alarm sounding	Investigate - nothing found	3621 - Engine
						3621 - Engine
6/27/2025	7:32	25LC00112	1106 E Main St	Alarm sounding - no smoke or flames	Investigate - nothing found	3641 - Aerial
6/28/2025	11:25	25LC00113	French Rd & W North Av	2 vehicle accident	Apparatus response cancelled	
						3621 - Engine
6/29/2025	19:25	25LC00114	1500 Bohm Drive	Unattended burn	Wires on fire - extinguish	3641 - Aerial
6/29/2025	21:47	25LC00115	502 Tampa Way	CO call sounding	Investigate - nothing found	3621 - Engine



FOX VALLEY METRO POLICE DEPARTMENT

July Anniversaries:

Lt. Edmund Slinde- 23 years

- The department is hosting a train-the-trainer event for ALERRT active shooter rapid response training. LCASD was gracious enough to allow us to hold the training at the LC Elementary School. Approximately 30 police, fire, and EMS personnel will receive this training and be able to pass it along back at their own agencies.
- Officers are also participating in a county-wide rescue task force training event, where they will train with other agencies on how to collaboratively handle critical incidents.
- Officers completed annual firearms training at the Kaukauna Sportsman's Club.
- Cheese Fest, the LC Fireworks, and the Kimberly Fireworks all went well. We are gearing up for Paper Fest.
- The focus of traffic grant details has been altered to put a larger emphasis on problem areas, such as speeding and construction zones. Officers are being encouraged to work as a team to address problem areas.
- The Porsche SUV seized last year during a drug investigation was auctioned off for \$29,000. FVMPD gets to keep approximately \$12,000, and the rest goes to the state school fund.

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	06/09/2025	05/11/2025	1 mo %	04/12/2025	2 mo %
	to 07/07/2025:	to 06/08/2025:	change:	to 05/10/2025:	change:
911 Mis dial	40	45	-11.1%	38	5.3%
Abandoned Vehicle	3	3	0.0%	3	0.0%
Abdominal A-Adam Response	1	0	N/A	1	0.0%
Accident in a Parking Lot	3	4	-25.0%	1	200.0%
Accident with Extrication	1	1	0.0%	0	N/A
Accident with Injury	0	7	-100.0%	2	-100.0%
Accident with Scene Safety	1	0	N/A	0	N/A
Accident with Spill Cleanup	2	0	N/A	0	N/A
Alcohol Violations	1	0	N/A	0	N/A
Animal Bite	1	3	-66.7%	2	-50.0%
Animal Call	24	28	-14.3%	27	-11.1%
Assault D-David Response	0	1	-100.0%	0	N/A
Assist Citizen or Agency	42	54	-22.2%	71	-40.8%
Back Problem A-Adam Response	0	0	N/A	1	-100.0%
Back Problem C-Charles Response	1	0	N/A	0	N/A
Bicycle Stop	3	1	200.0%	2	50.0%
Bleeding B-Boy Response	1	1	0.0%	0	N/A
Bleeding D-David Response	0	1	-100.0%	2	-100.0%
Breathing Problem C-Charles	2	2	0.0%	0	N/A
Breathing Problem D-David	1	1	0.0%	3	-66.7%
Business Check	5	5	0.0%	4	25.0%
Carbon Monoxide Alarm	2	1	100.0%	0	N/A
Chest Complaint C-Charles	4	0	N/A	0	N/A
Chest Complaint D-David	5	2	150.0%	2	150.0%
Choking A-Adam Response	0	0	N/A	1	-100.0%
Choking D-David Response	1	0	N/A	0	N/A
Choking E-Edward Response	0	1	-100.0%	0	N/A
Civil Matter Assist	2	0	N/A	1	100.0%
Civil Process	0	9	-100.0%	11	-100.0%
Crime Prevention	51	67	-23.9%	59	-13.6%
Damage to Property	3	2	50.0%	2	50.0%

Month-to-Date CAD Call Detail

Page 2 of 4

Diabetic Issue A-Adam	0	0	N/A	1	-100.0%
Diabetic Issue C-Charles	1	1	0.0%	0	N/A
Diabetic Issue D-David	0	1	-100.0%	0	N/A
Disturbance	14	14	0.0%	6	133.3%
Disturbance with a Weapon	2	1	100.0%	0	N/A
Domestic Disturbance	1	2	-50.0%	3	-66.7%
Domestic Disturbance w/Weapon	1	0	N/A	0	N/A
Drug Complaint	1	0	N/A	5	-80.0%
Emergency Committal	1	0	N/A	0	N/A
Exposure B-Boy Response	0	1	-100.0%	0	N/A
Fainting A-Adam	0	1	-100.0%	1	-100.0%
Fainting C-Charles	0	1	-100.0%	0	N/A
Falls A-Adam Response	1	3	-66.7%	3	-66.7%
Falls B-Boy Response	4	1	300.0%	3	33.3%
Falls D-David Response	0	1	-100.0%	1	-100.0%
Fire Alarm Commercial	1	2	-50.0%	1	0.0%
Fire Alarm Residential	1	0	N/A	0	N/A
Fire Service Callout	1	1	0.0%	1	0.0%
Fire Unauthorized Burning	2	0	N/A	3	-33.3%
Fire Vegetation or Grass	0	1	-100.0%	0	N/A
Fire Vehicle Small	0	0	N/A	1	-100.0%
Fireworks Complaint	4	0	N/A	0	N/A
Follow Up	37	20	85.0%	27	37.0%
Fraud Complaint	4	2	100.0%	6	-33.3%
Gas Leak & Ambulance	1	0	N/A	0	N/A
Harassment	6	2	200.0%	4	50.0%
Hazard in Roadway	10	13	-23.1%	9	11.1%
Heart Problem C-Charles	0	1	-100.0%	0	N/A
Heart Problem D-David	1	0	N/A	0	N/A
Jail GPS Checks	2	15	-86.7%	24	-91.7%
Juvenile Complaint	5	8	-37.5%	3	66.7%
K9 Assist	0	1	-100.0%	0	N/A
Law Alarms - Burglary Panic	3	9	-66.7%	12	-75.0%
Lost or Found Valuables	9	11	-18.2%	8	12.5%
Medical Assistance No Injury	6	6	0.0%	4	50.0%
Medical Pre-Alert	3	4	-25.0%	1	200.0%
Missing Person	1	0	N/A	0	N/A
Motorist Assist	24	29	-17.2%	31	-22.6%
Natural Gas or Propane Leak	0	0	N/A	1	-100.0%
Noise Complaint	4	5	-20.0%	1	300.0%
Ordinance Violation	14	11	27.3%	13	7.7%

Month-to-Date CAD Call Detail

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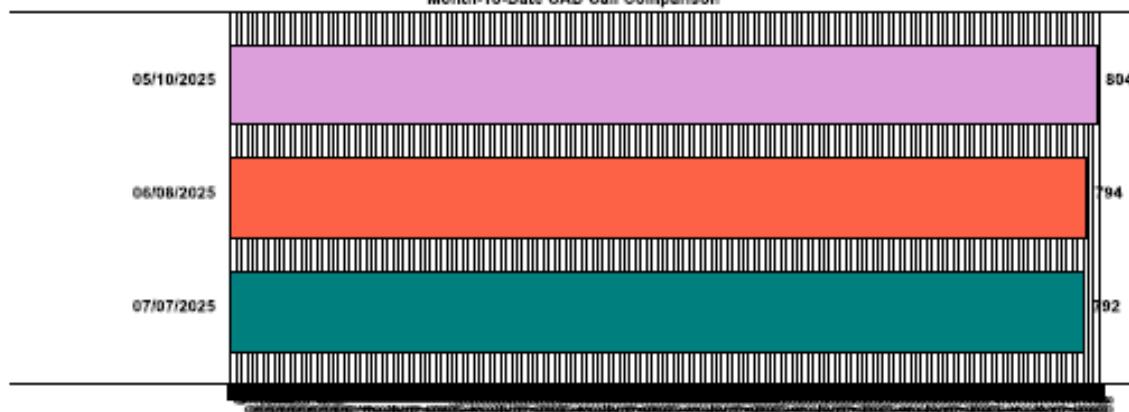
Overdose C-Charles	0	2	-100.0%	1	-100.0%
PNB B-Boy Response	0	0	N/A	1	-100.0%
PNB E-Edward Response	1	0	N/A	0	N/A
Parking Enforcement	15	30	-50.0%	9	66.7%
Parking Request	0	1	-100.0%	0	N/A
Reckless Driving Complaint	21	21	0.0%	26	-19.2%
Restraining Order Tracking	4	3	33.3%	0	N/A
Retail Theft	3	6	-50.0%	3	0.0%
Runaway Juvenile	2	2	0.0%	4	-50.0%
Scam	3	2	50.0%	0	N/A
School Safety	0	20	-100.0%	18	-100.0%
Seizure A-Adam Response	1	1	0.0%	3	-66.7%
Seizure B-Boy Response	0	2	-100.0%	0	N/A
Seizure C-Charles Response	1	1	0.0%	0	N/A
Seizure D-David Response	1	2	-50.0%	4	-75.0%
Sex Offense	2	1	100.0%	2	0.0%
Sick A-Adam	5	2	150.0%	3	66.7%
Sick C-Charles	2	4	-50.0%	1	100.0%
Sick D-David	0	2	-100.0%	0	N/A
Structure Fire Smoke or Flame	1	1	0.0%	1	0.0%
Suicide A-Adam	1	0	N/A	0	N/A
Suicide C-Charles	1	0	N/A	0	N/A
Suspicious Incident	10	19	-47.4%	5	100.0%
Suspicious Person	4	1	300.0%	5	-20.0%
Suspicious Vehicle	6	4	50.0%	2	200.0%
Testing Only	0	1	-100.0%	1	-100.0%
Theft Complaint	5	8	-37.5%	6	-16.7%
Theft of Automobile Complaint	1	0	N/A	0	N/A
Traffic Enforcement	51	24	112.5%	29	75.9%
Traffic Stop	198	129	53.5%	203	-2.5%
Transport	1	0	N/A	0	N/A
Transport Accident B-Boy	0	0	N/A	1	-100.0%
Transport Accident D-David	0	1	-100.0%	0	N/A
Traumatic Injuries A-Adam	0	1	-100.0%	0	N/A
Traumatic Injuries B-Boy	1	0	N/A	0	N/A
Trespassing	3	3	0.0%	3	0.0%
Truancy	0	0	N/A	1	-100.0%
Unconscious D-David	1	3	-66.7%	1	0.0%
Unknown Problem D-David	0	1	-100.0%	0	N/A
Unlocked or Standing Open Door	4	7	-42.9%	5	-20.0%
Vehicle Accident	21	35	-40.0%	24	-12.5%

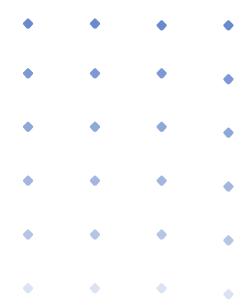
Month-to-Date CAD Call Detail

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Vehicle Lockout	5	2	150.0%	6	-16.7%
Violation of Court Order	5	2	150.0%	1	400.0%
Wanted Person or Apprehension	11	5	120.0%	5	120.0%
Water Rescue	0	1	-100.0%	0	N/A
Weapon Violation	0	1	-100.0%	0	N/A
Welfare Check	35	36	-2.8%	23	52.2%
Wire Down	1	0	N/A	1	0.0%

Month-To-Date CAD Call Comparison





June Library Report

HIGHLIGHTS

- Megan continues to serve on the ILS Exploration Committee for OWLSnet.
- FEH Design began work on the Space Needs Study.
- Megan attended the OWLS Director Meeting.
- Megan held one-on-one check-in meetings with library staff.
- Megan attended the Fox Cities Reads meeting.
- Megan and Taylor began work on the Inclusive Services checklist.
- Circulation is up 4.79% for the first six months of the year compared to the same period in 2024.
- Summer reading is off to a great start! Programming Statistics:
 - We offered 28 programs in June; total program participation was 675 people.
 - Over 670 people have registered for our reading program, and over 240 have already completed their first reading log.

UPCOMING GOALS

- Continue to clean out and organize the main storage closet.
- Continue to work on cleaning up the Library of Things collection.
- Continue to clean up library records in the integrated library system.
- Continue work on the space needs study.
- Begin work on the 2026 budget.

Park, Rec & Forestry and Facilities

JUNE HIGHLIGHTS

- Great Wisconsin Cheese Festival at Doyle Park was held June 6, 7, & 8 – staff assisted with prep, event work, and cleanup. Post festival meeting held with staff mid-June.
- Doyle Pool Opened for season June 8.
- Held baseline testing for registered jets football players on June 8.
- Summer parks, recreation, and pool staff started work the first week of June.
- CPR/First Aide/AED training held June 10 for rec instructors in need of certification.
- Held weekly Wednesday senior activities program for card players.
- Daily prep work for weekly rec programs & themed one-day youth events.
- Continued watering planters throughout Village.
- Continued efforts to organize Market on Main.
- Continued updates to various trails within Heesakker Park.
- Planning for programs in fall/winter program book.
- Planning for Family Fun Fest & Youth Carnival special events.
- Planning and conducting pool cardboard box races, dive-in movie, egg hunt.
- Promote and advertise various department special events.
- Men's softball tournament registration form to team managers.
- Continue facilities updates and maintenance items.
- Prepare for 2026 budget: new projects, updates, and maintenance.
- Little Chute Fireworks Event at Doyle Park June 27.
- Continued efforts on design/engineering of Heesakker Shelter and Staircase.
- Completed concrete edging around Library Civic Center.
- Complete

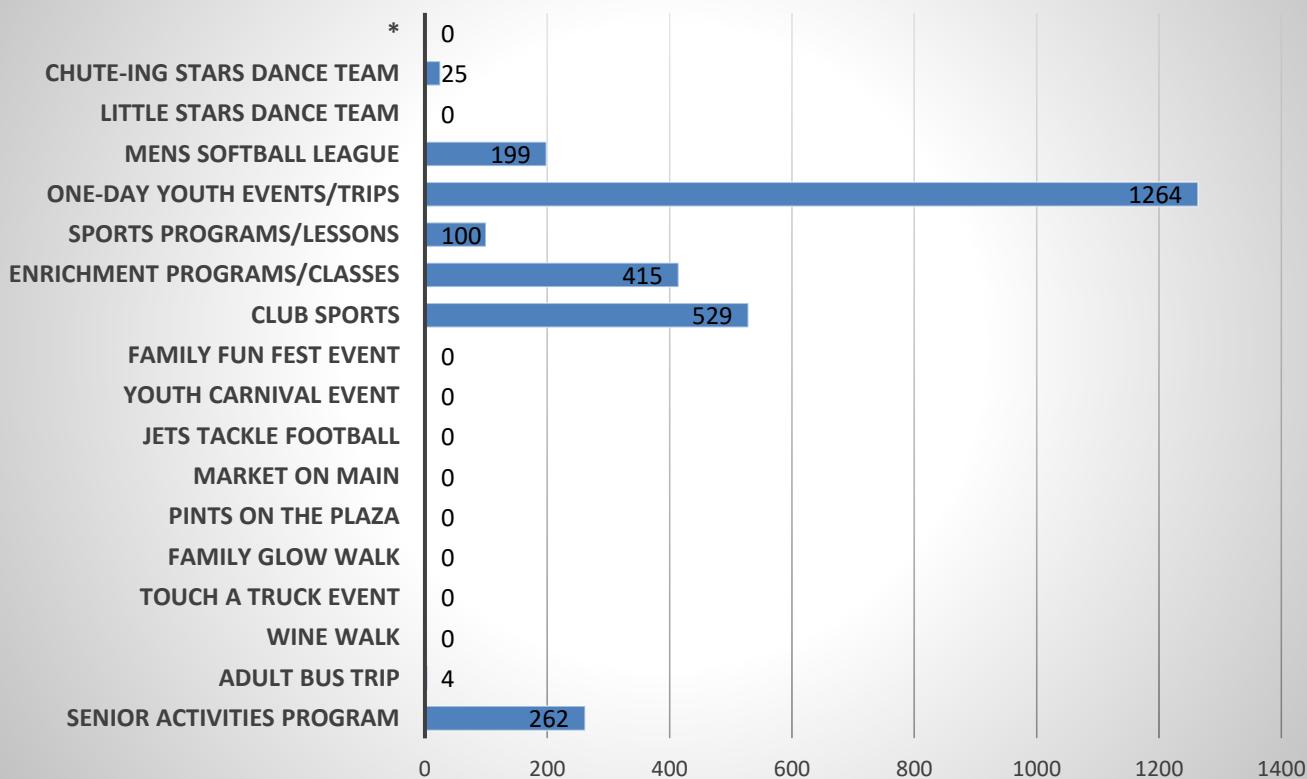


TOP PRIORITIES FOR JULY

- Finalize Pints on Plaza events.
- Focus on maintenance of parks and trail systems.
- Continue finalization of concepts for Heesakker Shelter Project.
- Complete Stump Removals contracts.
- Receive all Terrace Tree applications.
- Research 2026 projects and financials.
- Research safety crossing near Splash Pad.
- Monitor pool water.
- Monitor Splash Pad water usage.
- Getting budget figures for 2026.
- Continue Facilities updates and maintenance projects.
- Continued efforts to finalize Fire Station design.
- Prep work for weekly programs (staff, supplies, activities, snacks for programs, etc.)
- Hold baseline testing for registered jets football players on July 13 and July 23.
- Solicit sponsors and prizes for upcoming Youth Carnival.
- Focus on trimming terrace trees for clearance and safety.
- Finalize fall/winter program book; proof the book; post to website & facebook by July 19.
- Enter upcoming programs in RecDesk to prepare for start of program registration August 1
- Prep work for Family Fun Fest July 30 (staff, volunteers, food needs, inflatables, setup, etc.)
- Prep work for Youth Carnival August 7 (staff, volunteers, prizes, food, inflatables, setup)
- Prep work for jets football (coach background checks, equipment prep, handout day, etc.)



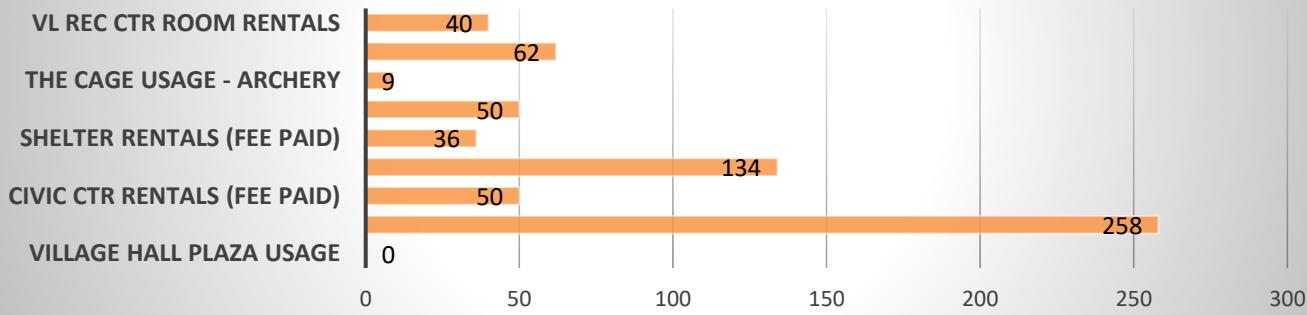
2025 Y-T-D PROGRAM PARTICIPATION



2025 Y-T-D VAN LIESHOUT REC CTR PROGRAMS



2025 Y-T-D SHELTER/FACILITY/FIELD USAGE



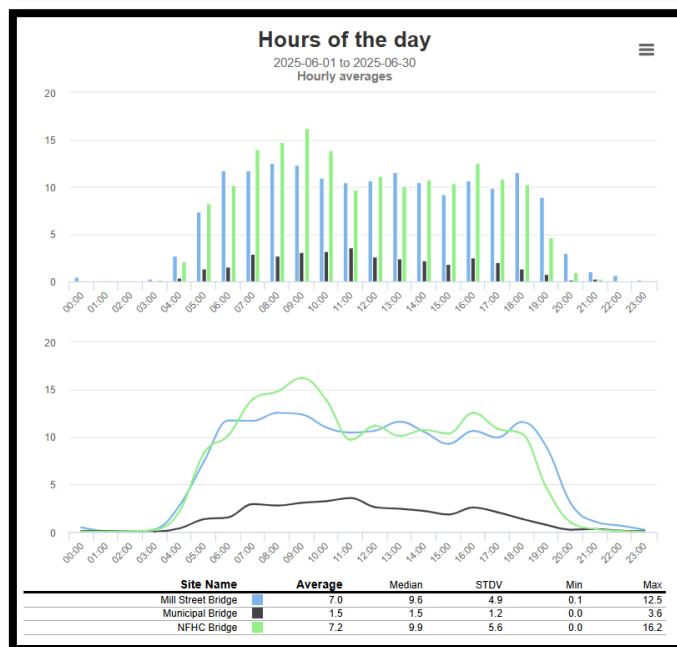
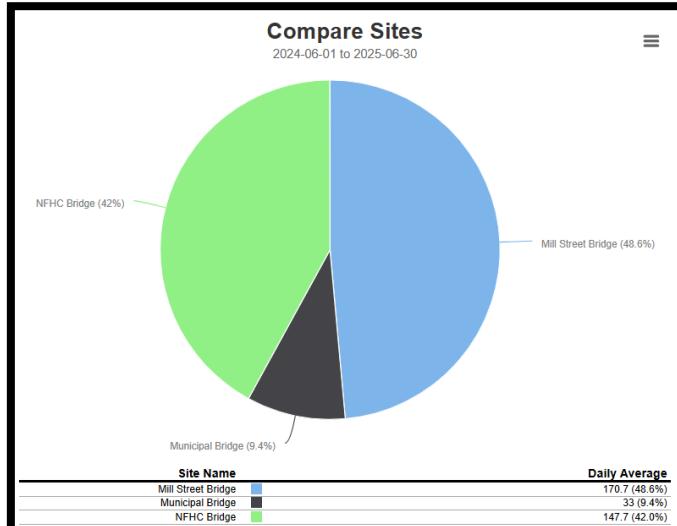
Doyle Pool Report – June

Pool Totals 2025	
Attendance	2917
Daily Fees	\$ 90.00
Season Passes Sold	\$ 3,588.75
Swim Lessons Sold	\$ 1,721.25
Concessions Afternoon	\$ 4,718.50
Concessions Evening	\$ 405.50
Other	\$ 910.00
TOTAL	\$ 20,892.00

Days Closed d/t Weather	1
Avg. Weather Temp	77/56 degrees
Avg. Pool Temp	77 degrees

Day	Mill Street Bridge	Municipal Bridge	NFHC Bridge
2025-06-01	509	157	417
2025-06-02	255	39	224
2025-06-03	97	15	109
2025-06-04	322	64	196
2025-06-05	237	60	203
2025-06-06	193	47	145
2025-06-07	277	55	212
2025-06-08	202	61	197
2025-06-09	168	31	98
2025-06-10	184	33	164
2025-06-11	163	35	176
2025-06-12	189	25	192
2025-06-13	143	24	118
2025-06-14	288	56	285
2025-06-15	302	48	345
2025-06-16	158	30	206
2025-06-17	133	12	228
2025-06-18	108	11	93
2025-06-19	129	32	175
2025-06-20	90	18	139
2025-06-21	19	2	65
2025-06-22	15	3	41
2025-06-23	23	8	62
2025-06-24	86	21	128
2025-06-25	180	35	135
2025-06-26	157	32	161
2025-06-27	81	20	146
2025-06-28	189	54	241
2025-06-29	37	10	92
2025-06-30	131	31	156
	5065	1069	5149

Mill Street Bridge	Municipal Bridge	NFHC Bridge
189667	195070	163429



Department of Public Works

Monthly Report – June 2025

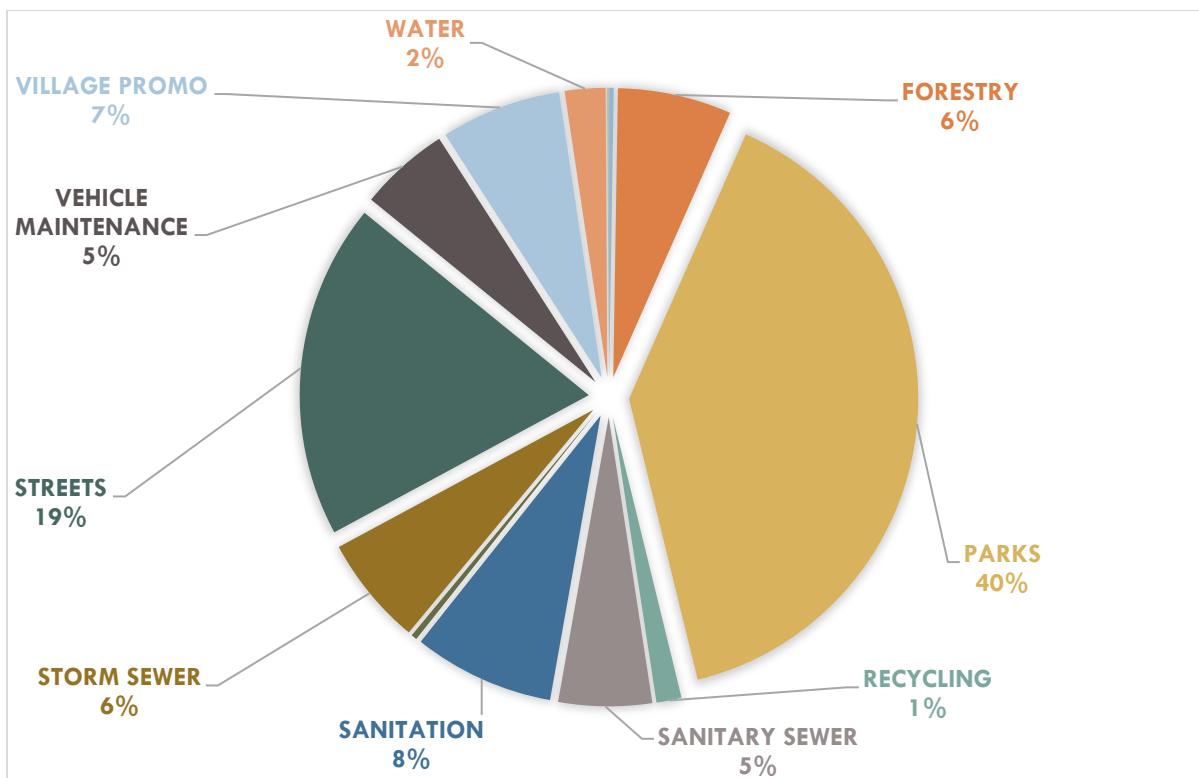
Highlights

- Employees replaced batteries, maintained, and read laser meters in sanitary sewer system.
- Erosion control and storm water permits were monitored.
- 929 yard waste site cards were renewed by the end of June.
- Cold mixed potholes and water breaks.
- Bulky pickup occurred during the last week of the month.
- Filed the Compliance Maintenance Annual Report (CMAR), report to the Wisconsin Department of Natural Resources.
- Completed the auction sale of seven vehicles/pieces of equipment.
- Chip sealed Tina Street, Lyle Street, Michigan Lane, Meadow Lane, and Jackson Street.
- Helped with CheeseFest set up and take down.
- Street signs were fixed and replaced.
- Municipal Service Staff training for confined space, lock out tag out, and blood born pathogens.

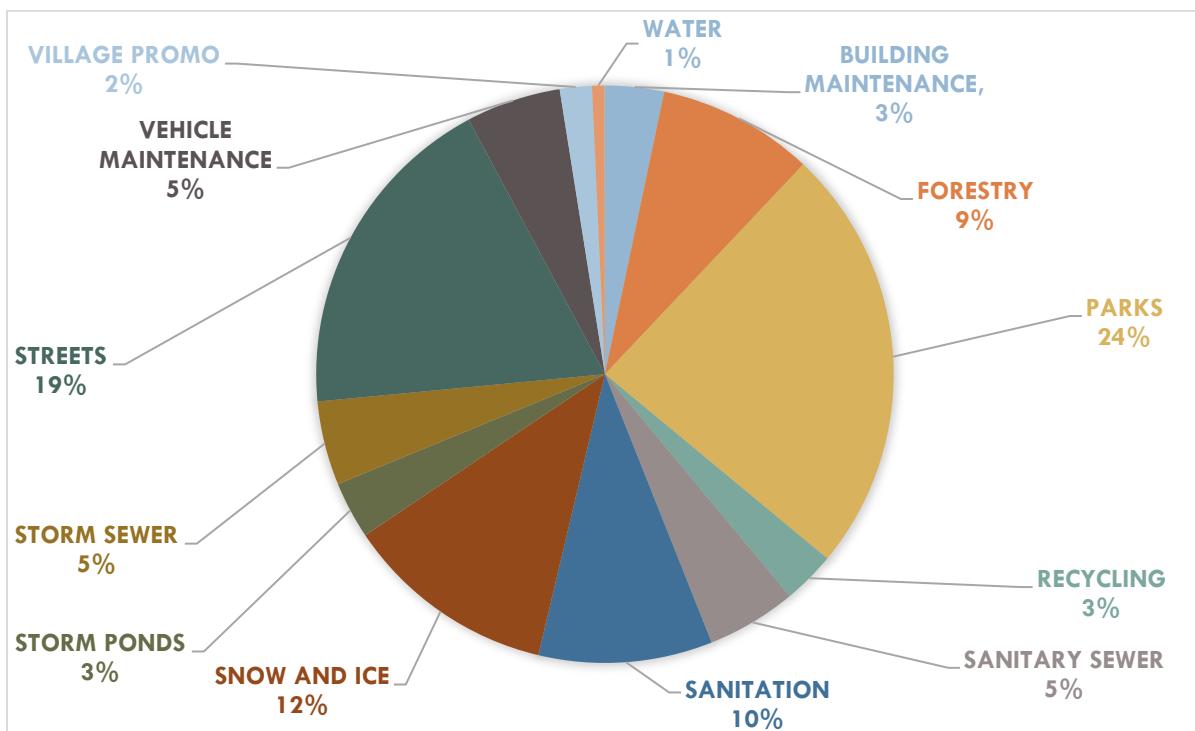
Top Priorities for July 2025

- Employees will continue to look for I&I in the sanitary collection system.
- Continue to maintain yard waste site for the season.
- Repair storm sewer pipes at 2001 Freedom Road.
- Sidewalk replacement at various locations.
- Relocate traffic signal at CHTH “OO” and Buchanan Street that has been hit several times.
- Complete auction of seven vehicles / equipment.
- Maintenance / repairs to Village rail spur.

June 2025 Department of Public Works & Parks Department Hours Worked (Includes Full & Part-time Hours)



Year to Date Department of Public Works & Parks Department Hours Worked (Includes Full & Part-time Hours)



ENGINEERING NOTES: June 2025 Utility Projects

The table below identifies the installed and/or removed public utilities in the month of June.

June 2025 - Utility Installation and Abandonments			
Golden Gate Drive - Phase 2 – Holland Road Utility Extension			
STORM SEWER		Installed	Abandoned/Removed
12" PVC Water Main	LF	2,544.0	None
12" Water Valves	EA	5.0	None
Fire Hydrants	EA	4.0	None
6" PVC Hydrant Lead	LF (EA)	26.0 (4.0)	None
6" Hydrant Valves	EA	4.0	None

Golden Gate Drive – Lexington Homes Development - Phase 1

Don Hietpas & Sons, Inc. completed the utility installation of Phase 1, in April of 2025. Vinton Const. placed the mainline concrete pavement in two phases; both were completed at the end of May.

Golden Gate Drive – Lexington Homes - Holland Road Utility Extension - Phase 2

Don Hietpas & Sons began work on the next phase of utility construction which includes installation of storm, sanitary, and water utilities under Holland Road and Golden Gate Drive. Hietpas began construction of the new watermain on Holland Road, beginning near the intersection of W. Evergreen Drive, crews continue installation of water main to the north toward the new Golden Gate Drive.

Top Priorities for July 2025

Golden Gate Drive – Lexington Homes - Holland Road Utility Extension - Phase 2

Don Hietpas & Sons crew continues working on extending utilities to the current Lexington Homes Development which will extend Golden Gate Drive east to Holland Road. Hietpas is currently installing water main; construction began near the intersection of Evergreen Drive and continues progressing north toward the new Golden Gate Drive extended. Village staff are on-site documenting and inspecting utility installation to ensure work is completed to Village standards.

2025 Sanitary Sewer Lining – E. North Ave. (CTH 00)

The project includes approximately 820 lineal feet of cured in place CIPP lining and the related sanitary sewer wye replacement, and sanitary sewer manhole repair. Visu-Sewer LLC was the low bidder; staff have completed the contract documents including the review of all bonding and insurance, contracts have been reviewed and approved by the Village Attorney. Work was tentatively

scheduled to begin during the first or second week in July, the Contractors' schedule has changed, and the work is now scheduled to be completed in October 2025.

2025 Holland Road Watermain Relocation

The Project includes relocation of the existing water main and casing pipe to provide clearance for a new storm sewer box culvert to be constructed as part of the upcoming WisDOT – Holland Road Overpass construction. The Village contract includes the removal of 47 lineal feet of existing water main and casing pipe; construction of approximately 125 feet of new 12" PVC watermain, and related valves and fittings. Vinton Construction was also awarded the 2025 - WisDOT Holland Road Overpass contract, work to relocate the Village water main will be incorporated into Vinton's DOT schedule and adjusted as needed. Vinton expects to complete this work during the month of July.

2025 Asphalt Resurfacing Project – Holland Road

The project extends approximately 890 linear feet on Holland Road beginning at the intersection of W. Elm Street and continuing north beyond the interstate 41 overpass bridge. The interstate 41 bridge will be under construction concurrently as a separate WisDOT project. Vinton Construction was the low bidder for the asphalt resurfacing and will coordinate the completion of the paving along with the water main relocation and the DOT overpass. Paving is expected to be completed this fall.

Founders Estates Subdivision

Multiple residential duplex sites have broken ground and are completed, excavation for foundations and building construction remains steady. Inspections related to the permitting of concrete driveways, aprons, and public sidewalks continue. Staff are working with each contractor or property owner to verify concrete sidewalk, and aprons are installed per Village specifications and the approved subdivision plans.

Miscellaneous:

Engineering Staff continue working on updating GIS records to include historic record documentation as well as information gathered in the field during project utility and paving inspection.

Engineering continues reviewing, issuing, and inspecting all right-of-way permits for the Village.

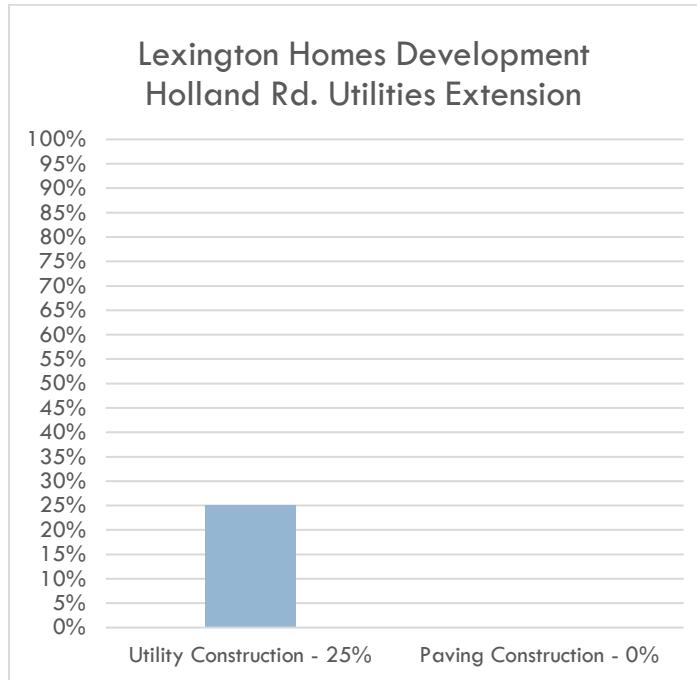
Staff are currently working to review proposed plans and permit applications for the proposed construction of a new (large scale) fiber optic communication system which will be owned and operated by Bug Tussel.

Continued efforts to investigate and repair utilities that have been impacted or damaged during the TDS and/or AT&T construction process. Staff are working with DPW crews to locate, document and repair damaged utilities.

Efforts continue to assist other departments with daily tasks as well as any special projects or requests. Staff continue to focus on assisting the Parks Department with upcoming construction projects, including the Heesakker Park stair replacement and future parking lots and structures currently in the planning stages. Staff are utilized throughout the design, construction inspection, and contract administration of these projects.

Engineering staff continues to coordinate with WisDOT and private utilities with work related to the HWY "41" Corridor construction projects.

The Engineering Division is also working with Community Development and Developers to review planned commercial development sites as well as future design and planning efforts for current and future residential subdivision developments.



Disbursement List - July 16, 2025

Payroll & Payroll Liabilities - 7/3/2025	\$271,344.93
Prepaid Invoices - July 3,2025	\$3,953.93
Library Board - July 15, 2025	\$10,958.25

CURRENT ITEMS

Bills List - July 16, 2025	\$770,720.41
Total Payroll, Prepaid & Invoices	\$1,056,977.52

The above payments are recommended for approval:

Rejected: _____

Approved: July 16, 2025

Michael R Vanden Berg, Village President

Laurie Decker, Clerk

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
ACE HARDWARE LITTLE CHUTE 289139 PLIERS		7.99	06/25	101-55200-218
Total ACE HARDWARE LITTLE CHUTE:		7.99		
AIRGAS USA LLC 5517212927 RENTAL COMPRESSED AIR 9162591741 OXYGEN		43.60 51.19	06/25 07/25	101-53330-218 207-52120-213
Total AIRGAS USA LLC:		94.79		
AMPLITEL TECHNOLOGIES 25858 MONTHLY BILLING 25923 MONTHLY BILLING		5,035.00 5,983.72	07/25 07/25	207-52120-204 404-57190-204
Total AMPLITEL TECHNOLOGIES:		11,018.72		
AT&T LONG DISTANCE 8456268570625 MAY/JUN CHARGES 8456268570625 MAY/JUN CHARGES 8456268570625 MAY/JUN CHARGES 8456268570625 MAY/JUN CHARGES		1.06 2.59 7.37 2.10	06/25 06/25 06/25 06/25	101-51650-203 206-55110-203 207-52120-203 620-53924-203
Total AT&T LONG DISTANCE:		13.12		
AUTOMOTIVE SUPPLY CO 246640 #40 CORE RETURN 61020441 #40 FILTERS 61020486 #40 AIR FILTER		81.00- 269.99 33.84	06/25 06/25 06/25	101-53330-225 101-53330-225 101-53330-225
Total AUTOMOTIVE SUPPLY CO:		222.83		
BEHRENDT, LISA 54852 REFUND RENTAL FEE - CANCELLED 54852 REFUND SECURITY DEPOSIT		150.00 250.00	07/25 07/25	206-38211 206-21235
Total BEHRENDT, LISA:		400.00		
BELCO VEHICLE SOLUTIONS LLC 10615 VEHCILE CHANGEOVER		14,641.41	06/25	207-52120-303
Total BELCO VEHICLE SOLUTIONS LLC:		14,641.41		
BOGENSCHULTZ, AMANDA 1-220692-10 OVRPYMT - 312 PIERCE		104.02	07/25	001-15000
Total BOGENSCHULTZ, AMANDA:		104.02		
BSN SPORTS LLC 930034280 PITCHING RUBBER		131.70	06/25	101-55200-218
Total BSN SPORTS LLC:		131.70		

Invoice	Description	Total Cost	Period	GL Account
CHARTER COMMUNICATIONS				
152871801070125	JULY/AUGUST SERVICE	264.64	07/25	101-51650-203
Total CHARTER COMMUNICATIONS:		264.64		
CINTAS CORP				
4235924314	UNIFORM PREP	24.62	07/25	101-53330-213
4235924314	MATS & TOWELS	40.09	07/25	101-53330-218
Total CINTAS CORP:		64.71		
CITY OF APPLETON				
17735	WEIGHTS & MEASURES	814.00	07/25	101-52050-204
Total CITY OF APPLETON:		814.00		
DELLA MARCUS CORP				
70925	DEVELOPMENT INCENTIVE	445,079.90	07/25	416-57600-267
Total DELLA MARCUS CORP:		445,079.90		
FAHRNER ASPHALT SEALERS INC				
8300021188	CHIP SEALING	40,315.00	06/25	101-53300-263
Total FAHRNER ASPHALT SEALERS INC:		40,315.00		
G&S CLEANING SERVICES LLC				
70625	CLEAN & SANITIZE	300.00	07/25	208-52900-204
70625	CLEAN & SANITIZE	75.00	07/25	206-55110-243
Total G&S CLEANING SERVICES LLC:		375.00		
GARROW OIL				
438111 & 438910	FUEL	5.53	06/25	630-53442-247
438111 & 438910	FUEL	1,113.44	06/25	101-55200-247
438111 & 438910	FUEL	5.21	06/25	101-55440-247
438111 & 438910	FUEL	6.84	06/25	610-53612-247
438111 & 438910	FUEL	19.10	06/25	620-53644-247
438111 & 438910	FUEL	155.94	06/25	101-53330-217
Total GARROW OIL:		1,306.06		
GOLD CROSS AMBULANCE INC				
8898	CPR & AED TRAINING -MAULICK (VOK STAFF)	108.00	07/25	207-52120-201
Total GOLD CROSS AMBULANCE INC:		108.00		
HYDROCLEAN EQUIPMENT				
31806	REPAIR MSB PRESSURE WASHER	78.91	07/25	101-53330-225
Total HYDROCLEAN EQUIPMENT:		78.91		
IPROMOTEU				
2407009ID2	JETS FOOTBALL PANTS	2,393.10	07/25	101-55460-225
Total IPROMOTEU:		2,393.10		

Invoice	Description	Total Cost	Period	GL Account
KERRY'S VROOM SERVICE INC				
10564 #191 REPAIR SOLENOID		151.60	07/25	207-52120-247
Total KERRY'S VROOM SERVICE INC:		151.60		
LAZER UTILITY LOCATING LLC				
2127 ELECTRIC LOCATES		22.00	06/25	101-53300-209
2127 SANITARY LOCATES		286.00	06/25	610-53612-209
2127 STORM LOCATES		451.00	06/25	630-53442-209
2127 WATER LOCATES		1,155.00	06/25	620-53644-209
Total LAZER UTILITY LOCATING LLC:		1,914.00		
LC PROPERTY MANAGEMENT LLC				
70725 DEVELOPMENT INCENTIVE-LC PROPERTY MNGM		46,544.86	07/25	416-57600-266
Total LC PROPERTY MANAGEMENT LLC:		46,544.86		
LEXISNEXIS RISK DATA MANAGEMENT INC				
1100156731 MONTHLY SUBSCRIPTION		130.00	06/25	101-51680-204
Total LEXISNEXIS RISK DATA MANAGEMENT INC:		130.00		
MACQUEEN EQUIPMENT				
P50827 NEW PICK UP SUPPLIES		1,386.35	07/25	202-51960-301
P51076 TILT MOUNT, FIRE HOOKS		1,068.10	07/25	202-51960-301
P51196 MSA SENSOR		402.35	07/25	101-52200-205
P51455 GASCO ECOSMART		769.90	07/25	101-52200-215
Total MACQUEEN EQUIPMENT:		3,626.70		
MADISON NATIONAL LIFE				
1705648 LIFE - AUGUST		312.93	07/25	101-21391
1705648 LTD - AUGUST		766.16	07/25	101-21385
Total MADISON NATIONAL LIFE:		1,079.09		
MARCO INC				
39556408 COPIER @ MSB BUILDING		156.93	06/25	101-53310-207
39556408 1ST FLOOR COPIER @ VH		507.63	06/25	101-51650-207
39556408 2ND FLOOR COPIER @ VH		610.90	06/25	101-51650-207
39556408 3RD FLOOR COPIER @ VH		182.35	06/25	101-51650-207
Total MARCO INC:		1,457.81		
MARTZAH, NICK				
126-2025-LC OVERPAYMENT - PERMIT 126-2025-LC		125.00	07/25	101-32210
Total MARTZAH, NICK:		125.00		
MATTHEWS TIRE				
97414 #29 DRIVE TIRE REPLACEMENT		570.34	07/25	101-53330-225
Total MATTHEWS TIRE:		570.34		
MCC INC				
372522 MT GRADE 5		80.24	07/25	101-53300-216

Invoice	Description	Total Cost	Period	GL Account
372522	MT GRADE 5	408.00	07/25	610-53612-251
372522	MT GRADE 5	408.00	07/25	620-53644-251
372522	MT GRADE 5	204.00	07/25	630-53442-251
Total MCC INC:		1,100.24		
MENARDS - APPLETON EAST				
78113	PARK SUPPLIES	215.72	07/25	101-55200-218
78114	WASP SPRAY	15.00	07/25	204-55420-218
78386	PARKS EQUIPMENT	159.14	07/25	101-55200-242
Total MENARDS - APPLETON EAST:		389.86		
MENASHA POLICE DEPT				
M25006873	WARRANT- MIRUHO, VALERE	174.00	07/25	207-21495
M25006876	WARRANT- MUKOME, JEAN CLAUDE A	174.00	07/25	207-21495
Total MENASHA POLICE DEPT:		348.00		
MGD INDUSTRIAL CORP				
238571	HARDWARE	51.93	07/25	101-53330-218
238571	CF HARDWAREEE	81.00	07/25	101-55300-233
238571	HARDWARE	189.48	07/25	101-55200-242
238571	VEHICLE - PARKS MAINTENANCE	80.00	07/25	101-55200-247
Total MGD INDUSTRIAL CORP:		402.41		
MISSION TRUCK EQUIPMENT LLC				
64329	#89 LIFT GATE REPLACEMENT - DAMAGE FROM 3	3,958.00	07/25	101-53330-225
Total MISSION TRUCK EQUIPMENT LLC:		3,958.00		
MODERN DAIRY INC				
315485	POOL CONCESSION ITEMS	228.43	07/25	204-55420-211
Total MODERN DAIRY INC:		228.43		
O'REILLY AUTOMOTIVE INC				
2043-112235	CORE RETURNED	109.53-	07/25	101-53330-225
2043-115843	#81 HEADLIGHT	6.86	07/25	101-53330-225
Total O'REILLY AUTOMOTIVE INC:		102.67-		
OUTAGAMIE COUNTY TREASURER				
38037	REFUSE - JUNE	18,212.49	06/25	201-53620-204
38037	STREET SWEEPINGS	888.63	06/25	630-53442-204
38037	WATER BREAKS	83.50	06/25	620-53644-251
Total OUTAGAMIE COUNTY TREASURER:		19,184.62		
PETER PICKLE PROPERTIES LLC				
70925	DEVELOPER INCENTIVE	152,613.77	07/25	417-57700-267
Total PETER PICKLE PROPERTIES LLC:		152,613.77		
PLESHEK OUTDOOR POWER				
85882	CHAIN SHARPENING	30.00	07/25	101-55200-221

Invoice	Description	Total Cost	Period	GL Account
Total PLESHEK OUTDOOR POWER:		30.00		
POMASL FIRE EQUIPMENT INC				
100525 REPAIRS - COAT & PANT		60.58	06/25	101-52200-205
Total POMASL FIRE EQUIPMENT INC:		60.58		
RED POWER DIESEL				
5953 PREVENTIVE MAINTENANCE & DOT INSPECTION		7,479.23	06/25	101-52200-247
Total RED POWER DIESEL:		7,479.23		
REINDERS INC				
2735454 REPAIR 3RD BASELINE LEAK		30.32	07/25	101-55200-242
2735537 BALLFIELD CHALK		508.40	07/25	101-55200-218
2735540 WEED KILLER		65.00	07/25	101-55200-215
Total REINDERS INC:		603.72		
SPLENDID CLEANING SERVICE LLC				
15137 MONTHLY CLEANING-METRO		950.00	07/25	207-52120-243
15137 MONTHLY CLEANING-LCFD		239.00	07/25	101-52250-243
15138 MONTHLY CLEANING-LIBRARY		1,425.00	07/25	206-55110-243
15139 MONTHLY CLEANING-MSB BUILDING		595.00	07/25	101-53310-243
15140 MONTHLY CLEANING-VILLAGE HALL		1,850.00	07/25	101-51650-243
Total SPLENDID CLEANING SERVICE LLC:		5,059.00		
STONERIDGE LITTLE CHUTE LLC #384				
21078991834 WATER		25.93	06/25	204-55420-211
22047291034 FOOD - ACCT 105		200.76	06/25	101-52200-211
22096291955 BEVERAGE - ACCT 105		214.39	06/25	101-52200-211
23083521437 FOOD - ACCT 105		17.45	06/25	101-52200-211
23085081156 FOOD - ACCT 105		89.76	06/25	101-52200-211
23095681334 FOOD - ACCT 105		377.09	07/25	101-52200-211
24048631257 POOL FOOD		123.69	07/25	204-55420-211
Total STONERIDGE LITTLE CHUTE LLC #384:		1,049.07		
UNITED RAYNOR				
26284 MSB GATE REPAIR		95.00	06/25	101-53310-204
Total UNITED RAYNOR:		95.00		
VALLEY LIQUOR				
192481 BEVERAGES AND SUPPLIES		188.94	07/25	101-52200-211
Total VALLEY LIQUOR:		188.94		
VILLALPANDO, MAURICIO				
62325 REFUND DU REFUND DUPLICATE PAYMENT BI895533-2 & BI8		222.80	06/25	101-35101
Total VILLALPANDO, MAURICIO:		222.80		
WE ENERGIES				
5538781436 PLANT #1 (100 WILSON ST)		9.57	06/25	620-53624-249

Invoice	Description	Total Cost	Period	GL Account
5538781436	STREET LIGHTS	1,243.03	06/25	101-53300-249
5538781436	200 E MCKINLEY - FVMPD	21.78	06/25	207-52120-249
5538781436	200 E MCKINLEY ST - FIRE DEPT	14.52	06/25	101-52250-249
5538781436	PUMP STATION @ EVERGREEN & FRENCH	150.51	06/25	620-53624-249
5538781436	DOYLE POOL	2,187.70	06/25	204-55420-249
5538781436	CROSSWINDS LED STREET LIGHTS	151.68	06/25	101-53300-249
5538781436	1401 E ELM DR	146.67	06/25	101-53310-249
5538781436	920 WASHINGTON ST	9.57	06/25	620-53624-249
5538781436	CIVIC CENTER (630 MONROE ST)	189.04	06/25	206-55110-249
5538781436	LC WELL #4 PUMPHOUSE 625 E EVERGREEN	12.44	06/25	620-53624-249
5538781436	PLANT #2 1118 JEFFERSON ST	9.57	06/25	620-53624-249
5538781436	721 W ELM DR	12.76	06/25	208-52900-249
5538781436	108 W MAIN ST	246.27	06/25	101-51650-249
Total WE ENERGIES:		4,405.11		
WI DEPT OF JUSTICE				
202506 LT4504T BACKGROUND CHECKS JUNE		371.00	07/25	207-52120-218
Total WI DEPT OF JUSTICE:		371.00		
Grand Totals:		770,720.41		

Report GL Period Summary

Vendor number hash: 204053
 Vendor number hash - split: 350297
 Total number of invoices: 70
 Total number of transactions: 110

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	770,720.41	770,720.41
Grand Totals:	770,720.41	770,720.41

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	Period	GL Account
AMERICAN FIDELITY ASSURANCE (4885)							
2570488	Invoi	FLEX	1,912.99	Open	Non	07/25	101-21368
Total AMERICAN FIDELITY ASSURANCE (4885):							
			1,912.99				
MARCO INC (3910)							
39490516	Invoi	AGREEMENT 022-3079177 KONICA	291.30	Open	Non	06/25	207-52120-207
Total MARCO INC (3910):							
			291.30				
RIESTERER & SCHNELL INC (1063)							
9050026	Invoi	#155 MOWER BLADES	144.48-	Open	Non	06/25	101-53300-225
9050026	Invoi	#155 MOWER BLADES	144.48	Open	Non	06/25	101-53330-225
Total Riesterer & Schnell Inc (1063):							
			.00				
T-MOBILE (5286)							
9950559580625	Invoi	PHONE & MOBILE INTERNET	1,369.64	Open	Non	06/25	207-52120-203
Total T-MOBILE (5286):							
			1,369.64				
WISCONSIN CENTRAL (2798)							
9500274661	Invoi	PIPELINE-SANITARY SEWER	180.00	Open	Non	06/25	610-53612-211
9500274690	Invoi	ANNUAL RENT-SANITARY SEWER	200.00	Open	Non	06/25	610-53612-211
Total WISCONSIN CENTRAL (2798):							
			380.00				
Grand Totals:							
			3,953.93				

Report GL Period Summary

Vendor number hash: 20740
 Vendor number hash - split: 21803
 Total number of invoices: 6
 Total number of transactions: 7

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	3,953.93	3,953.93
Grand Totals:	3,953.93	3,953.93

Report Criteria:

Invoice Detail.GL Account = "20600000000"- "20699999999"
Invoice Detail.Voided = {=} FALSE

Invoice	Description	Total Cost	Period	GL Account
AUTOMATED COMFORT CONTROLS				
38489	NEW THERMOSTAT & BOILER REPAIRS	3,461.82	06/25	206-55110-242
38490	PREVENTATIVE MAINTENANCE PERFORMED AT	363.61	06/25	206-55110-243
Total AUTOMATED COMFORT CONTROLS:		3,825.43		
BAKER & TAYLOR				
2039137905	BOOKS	372.70	06/25	206-55110-206
2039137906	BOOKS	70.79	06/25	206-55110-206
2039137907	BOOKS	24.21	06/25	206-55110-206
2039137908	BOOKS	9.93	06/25	206-55110-206
2039137909	BOOKS	240.87	06/25	206-55110-206
2039137910	BOOKS	8.40	06/25	206-55110-206
2039137911	BOOKS	57.22	06/25	206-55110-206
2039142502	BOOKS	44.85	06/25	206-55110-206
2039142503	BOOKS	849.16	06/25	206-55110-206
2039142504	BOOKS	27.08	06/25	206-55110-206
2039142505	BOOKS	26.86	06/25	206-55110-206
2039142506	BOOKS	10.39	06/25	206-55110-206
2039142507	BOOKS	20.70	06/25	206-55110-206
2039157519	BOOKS	18.80	07/25	206-55110-206
2039157520	BOOKS	484.80	07/25	206-55110-206
2039157521	BOOKS	14.07	07/25	206-55110-206
2039157522	BOOKS	26.82	07/25	206-55110-206
2039157523	BOOKS	21.52	07/25	206-55110-206
2039157524	BOOKS	20.11	07/25	206-55110-206
2039157529	BOOKS	100.66	07/25	206-55110-206
2039157564	BOOKS	422.94	07/25	206-55110-206
2039169034	BOOKS	38.20	07/25	206-55110-206
2039169035	BOOKS	154.79	07/25	206-55110-206
2039169036	BOOKS	77.02	07/25	206-55110-206
2039169037	BOOKS	18.80	07/25	206-55110-206
2039169038	BOOKS	63.64	07/25	206-55110-206
2039169039	BOOKS	19.41	07/25	206-55110-206
2039169040	BOOKS	139.04	07/25	206-55110-206
2039169041	BOOKS	18.37	07/25	206-55110-206
2039169042	BOOKS	12.67	07/25	206-55110-206
2039169043	BOOKS	13.28	07/25	206-55110-206
2039169044	BOOKS	13.28	07/25	206-55110-206
Total BAKER & TAYLOR:		3,441.38		
CENGAGE LEARNING INC/GALE				
999100537782	BOOKS	149.20	06/25	206-55110-206
999100539605	BOOKS	177.69	06/25	206-55110-206
999100557711	BOOKS	259.41	06/25	206-55110-206
999100563581	BOOKS	81.72	06/25	206-55110-206
999100620379	BOOKS	82.47	06/25	206-55110-206
999100623665	BOOKS	54.73	06/25	206-55110-206
999100623666	BOOKS	41.98	06/25	206-55110-206
999100625498	BOOKS	74.22	06/25	206-55110-206

Invoice	Description	Total Cost	Period	GL Account
Total CENGAGE LEARNING INC/GALE:		<u>921.42</u>		
GANNET WISCONSIN MEDIA #1014 PC00464610725 2026 SUBSCRIPTION		480.04	07/25	206-55110-207
Total GANNET WISCONSIN MEDIA #1014:		<u>480.04</u>		
INGRAM LIBRARY SERVICES				
88718226 BOOKS		36.53	06/25	206-55110-206
88875577 BOOKS		42.06	06/25	206-55110-206
88908255 BOOKS		32.48	06/25	206-55110-206
Total INGRAM LIBRARY SERVICES:		<u>111.07</u>		
KIMBERLY PUBLIC LIBRARY				
63025 LOST ITEM BOOK - LOST ITEM PAYMENT		15.00	06/25	206-55110-206
Total KIMBERLY PUBLIC LIBRARY:		<u>15.00</u>		
MIDWEST TAPE LLC				
507285008 A/V		135.97	06/25	206-55110-210
507317876 A/V		79.98	06/25	206-55110-210
507382220 A/V		190.96	06/25	206-55110-210
507398721 DIGITAL COLLECTIONS		1,227.58	06/25	206-55110-208
Total MIDWEST TAPE LLC:		<u>1,634.49</u>		
OUTAGAMIE WAUPACA LIBRARY SYSTEM				
4641 MICROSOFT 365 LICENSES JULY- DEC		60.00	07/25	206-55110-205
4641 LIBRARY BOOKMARKS		5.80	07/25	206-55110-205
Total OUTAGAMIE WAUPACA LIBRARY SYSTEM:		<u>65.80</u>		
PLAYAWAY PRODUCTS LLC				
503921 A/V		161.98	06/25	206-55110-210
504570 A/V		75.99	07/25	206-55110-210
504761 A/V		185.97	07/25	206-55110-210
Total PLAYAWAY PRODUCTS LLC:		<u>423.94</u>		
STAPLES ADVANTAGE				
6034561737 CARD STOCK		39.68	06/25	206-55110-218
Total STAPLES ADVANTAGE:		<u>39.68</u>		
Grand Totals:		<u>10,958.25</u>		

Report GL Period Summary

Vendor number hash:	268369
Vendor number hash - split:	272043
Total number of invoices:	56
Total number of transactions:	57

Terms Description	Invoice Amount	Net Invoice Amount
Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	10,958.25	10,958.25
Grand Totals:	10,958.25	10,958.25

Report Criteria:

Invoice Detail.GL Account = "20600000000"- "20699999999"

Invoice Detail.Voided = {=} FALSE

MINUTES OF THE SPECIAL BOARD MEETING OF JULY 9, 2025

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

Pledge Allegiance to the Flag

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

Roll call of Trustees

PRESENT: Michael Vanden Berg, President
Joe Harlow, Trustee
David Peterson, Trustee
Don Van Deurzen, Trustee
Larry Van Lankvelt, Trustee
Brian Van Lankveldt, Trustee
Rosie Sprangers, Trustee

Roll call of Officers and Department Heads

PRESENT: Beau Bernhoft, Administrator
Duane Nechodom, Fire Chief
John McDonald, Director of Parks, Rec and Forestry
Lisa Remiker-DeWall, Finance Director
EXCUSED: Jeremy Slotke, Police Interim for Fox Valley Metro
Jessica Titel, Community Development Director
Laurie Decker, Clerk
Matt Woicek, Interim Public Works Director

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. Disbursement List
2. Approval of the Minutes of June 18, 2025
3. Approval of Market on Main Special Event Permit for September 13, 2025

Moved by Trustee L. Van Lanvelt, seconded by Trustee Harlow to Approve the Consent Agenda as presented.

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—2026 Budget Guidance

Moved by Trustee B. Van Lankveldt, seconded by Trustee L. Van Lankvelt to Approve the 2026 Budget Guidance as presented.

Ayes 7, Nays 0 – Motion Carried

Discussion 2024 Popular Report

Finance Director Remiker-DeWall presented the award winning 2024 Popular Report.

Discussion—Fire Department Donation Budget Adjustment

Moved by Trustee Sprangers, seconded by Trustee L. Van Lankvelt to approve the Fire Department budget adjustment as presented.

Ayes 7, Nays 0 – Motion Carried

Roll Call Vote

Mike Vanden Berg	Aye
Larry Van Lankvelt	Aye

Don Van Deurzen	Aye
Rosie Sprangers	Aye
David Peterson	Aye
Joe Harlow	Aye
Brian Van Lankveldt	Aye

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—2026 Health, Dental, Life and LT Disability

Moved by Trustee Harlow, seconded by Trustee B. Van Lankveldt to Approve the 2026 Health, Dental, Life and LT Disability rates as presented.

Ayes 6, Abstain 1, (Peterson), Nays 0 – Motion Carried

Department and Officer Progress Reports

Department and Officer Progress Reports were presented.

Call for Unfinished Business

None

Items for Future Agenda

None

Closed Session:

19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Organizational Structure Review*

Moved by Trustee Van Deurzen, seconded by Trustee Peterson to Enter into Closed Session at 6:28 p.m.

Ayes 7, Nays 0 – Motion Carried

Return to Open Session

Moved by Trustee Van Deurzen, seconded by Trustee Peterson to Exit Closed Session at 7:03 p.m.

Adjournment

Moved by Trustee Van Deurzen, seconded by Trustee Peterson to adjourn the Regular Board Meeting at 7:03 p.m.

Ayes 7, Nays 0 – Motion Carried

VILLAGE OF LITTLE CHUTE

By: _____
Michael R. Vanden Berg, Village President

Attest: _____

Laurie Decker, Village Clerk

VILLAGE OF LITTLE CHUTE

RESOLUTION NO. 10, SERIES OF 2025

A RESOLUTION APPROVING A TWO-LOT CSM FOR 1401 W. EVERGREEN DRIVE

WHEREAS, Bayland Buildings, LLC, as owner of Parcel #260439600 has presented a Certified Survey Map to the Village of Little Chute Board of Trustees as prepared by Troy Hewitt, a registered land surveyor, to create a two-lot CSM; and

WHEREAS, On July 14, 2025, the Village of Little Chute Planning Commission has recommended in favor of adoption of said Certified Survey Map; and

WHEREAS, a majority of the Village Board find that the attached Certified Survey Map is found to be in the public interest.

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of Trustees as follows:

1. That the Certified Survey Map attached hereto, be and the same is hereby approved; and
2. That the Village President, Village Clerk, and Finance Director, upon full payment of, if applicable, all fees, taxes, and special assessments are directed to execute signatures on behalf of the Village of Little Chute upon the Certified Survey Map documents as required.

Date introduced, approved and adopted: July 16, 2025

VILLAGE OF LITTLE CHUTE:

By:

Michael R. Vanden Berg, Village President

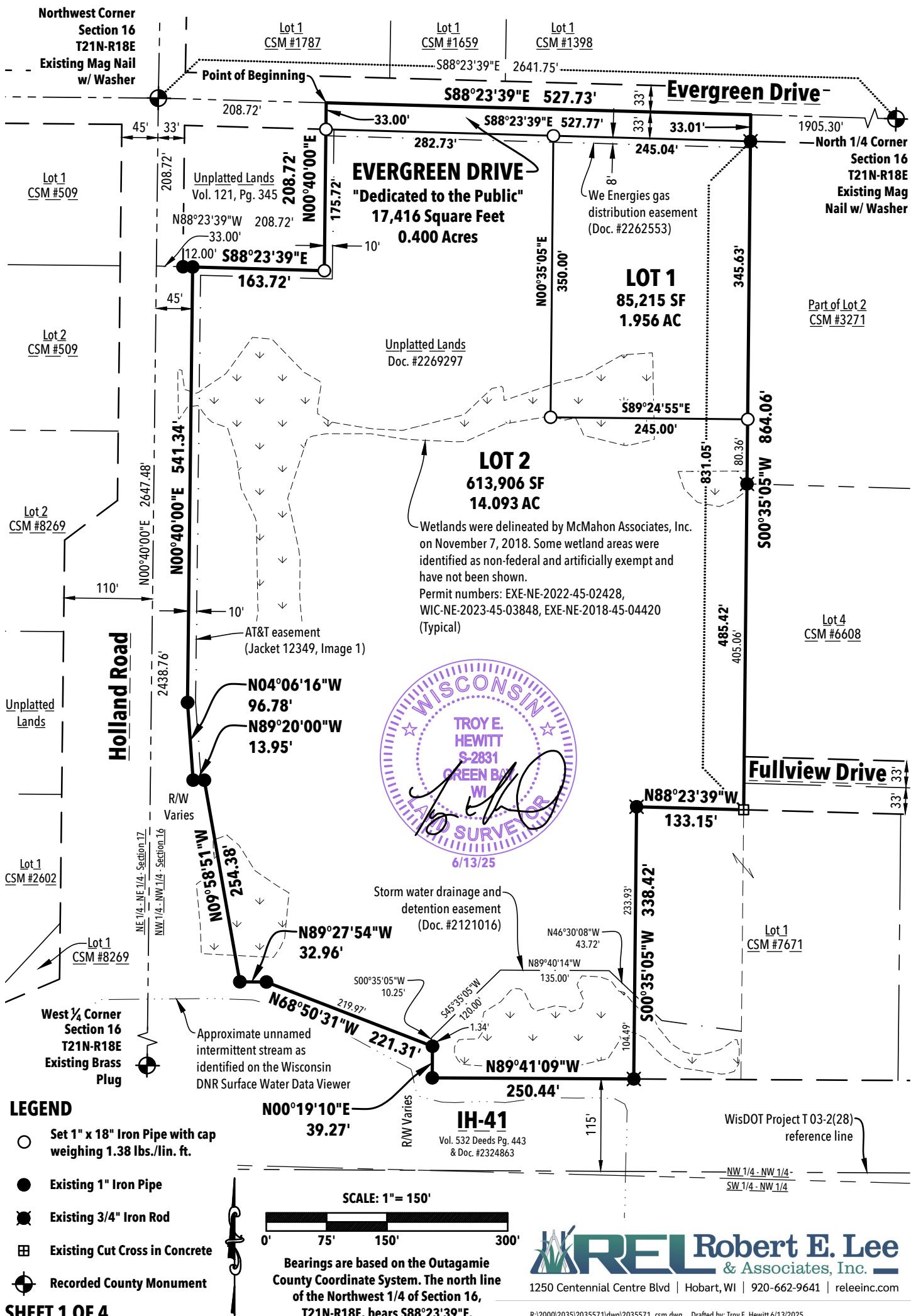
Attest:

Laurie Decker, Village Clerk

DRAFT

CERTIFIED SURVEY MAP

**PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4, LOCATED IN SECTION
16, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE,
OUTAGAMIE COUNTY, WISCONSIN**



SHEET 1 OF 4

Bearings are based on the Outagamie County Coordinate System. The north line of the Northwest 1/4 of Section 16, T21N-R18E, bears S88°23'39"E.

 **REL** Robert E. Lee
& Associates, Inc. 

1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releeinc.com

R:\2000\2035\2035571\dwg\2035571_csm.dwg Drafted by: Troy E. Hewitt 6/13/2025

CERTIFIED SURVEY MAP

PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4, LOCATED IN SECTION 16, TOWNSHIP 21 NORTH, RANGE 18 EAST,
VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE:

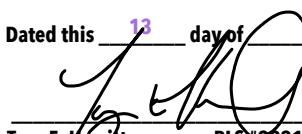
I, Troy E. Hewitt, Professional Land Surveyor, do hereby certify that by the order and under the direction of the owners listed hereon, I have surveyed, mapped and divided part of the Northwest 1/4 of the Northwest 1/4, located in Section 16, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin more fully described as follows:

Commencing at the Northwest corner of said Section 16; thence S88°23'39"E, 208.72 feet on the north line of said Northwest 1/4 to the northeast corner of lands described in Volume 121, Page 345, Document Number 154534, the POINT OF BEGINNING; thence continuing S88°23'39"E, 527.73 feet on said north line to the northeast corner of lands described in Document Number 2269297; thence S00°35'05"W, 864.06 feet on the east line of said lands to the north line of Lot 1, Volume 47, Certified Survey Maps, Page 7671, Map Number 7671, Document Number 2151327; thence N88°23'39"W, 133.15 feet on said north line to the northwest corner of said Lot 1; thence S00°35'05"W, 338.42 feet on the west line of said Lot 1 to the north right of way of Interstate Highway '41'; thence N89°41'09"W, 250.44 feet on said north right of way; thence N00°19'10"E, 39.27 feet on said north right of way; thence N68°50'31"W, 221.31 feet on said north right of way; thence N89°27'54"W, 32.96 feet on said north right of way to the east right of way of Holland Road; thence N09°58'51"W, 254.38 feet on said east right of way; thence N89°20'00"W, 13.95 feet on said east right of way; thence N04°06'16"W, 96.78 feet on said east right of way; thence N00°40'00"E, 541.34 feet on said east right of way to the south line of lands described in said Document Number 154534; thence S88°23'39"E, 163.72 feet on said south line to the southeast corner of said lands; thence N00°40'00"E, 208.72 feet on the east line of said lands to the Point of Beginning.

Said parcel contains 716,537 Square Feet (16.449 Acres) of land more or less. Subject to easements and restrictions of record.

That the within map is a true and correct representation of the exterior boundaries of the land surveyed and the division of that land and that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes in the surveying, mapping and dividing of the same.

Dated this 13 day of June, 2025.


Troy E. Hewitt PLS #2831
ROBERT E. LEE & ASSOCIATES, INC.



This certified survey map is contained wholly within the property described in the following recorded instrument.

Owner of Record

Bayland Buildings, Inc.

Recording Information

Document Number 2269297

Tax Parcel ID Number

260439600

CERTIFIED SURVEY MAP

PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4, LOCATED IN SECTION 16, TOWNSHIP 21 NORTH, RANGE 18 EAST,
VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

OWNER'S CERTIFICATE:

Bayland Buildings, Inc., a corporation duly organized and by virtue of the laws of the State of Wisconsin, as the property owner, does hereby certify that said corporation caused the land described on this Certified Survey Map to be surveyed, mapped, divided and dedicated as represented on this map. I also do further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection: VILLAGE OF LITTLE CHUTE

Bayland Buildings, Inc. _____ Date _____

Print name and title _____

STATE OF WISCONSIN) _____ COUNTY) SS _____

Personally came before me this _____ day of _____, 2025, the above named to me known to be the same persons who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin _____

(print name) _____

My commission expires: _____



 Robert E. Lee
& Associates, Inc.

1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releeinc.com

R:\2000\2035\2035571\dwg\2035571_csm.dwg Drafted by: Troy E. Hewitt 6/13/25

CERTIFIED SURVEY MAP

PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4, LOCATED IN SECTION 16, TOWNSHIP 21 NORTH, RANGE 18 EAST,
VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

VILLAGE OF LITTLE CHUTE BOARD APPROVAL CERTIFICATE:

Approved by the Village of Little Chute, Outagamie County, Wisconsin, by the Village Board on the _____ day of _____, 2025.

Michael Vanden Berg
Village President

Laurie Decker
Village Clerk

VILLAGE FINANCE DIRECTOR CERTIFICATE:

As duly appointed Finance Director, I hereby certify that there are no unpaid taxes or unpaid special assessments on any of the lands shown hereon.

Lisa Remiker-Dewall
Village Finance Director

COUNTY TREASURER CERTIFICATE:

As duly elected Outagamie County Treasurer, I hereby certify that there are no unpaid taxes or unpaid special assessments on any of the lands shown hereon.

Rochelle Oskey
Outagamie County Treasurer



 **Robert E. Lee**
& Associates, Inc.

1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releeinc.com

R:\2000\2035\2035571\dwg\2035571_csm.dwg Drafted by: Troy E. Hewitt 6/13/25

**Breast Cancer Benefit
Gentleman Jack's Pub & Grill
431 Grand Ave.
Little Chute**

Clerk Decker,

My name is Kelly Wentland. I am the manager at Gentleman Jack's. I am writing this in regards to a breast cancer event we are planning. It will be held Saturday, July 19th from 11:00 a.m. to 6pm. We are not having a band or music outside this year.

I have attached a drawing of how I was considering setting up the fence and inner area. Along with extra seating, tables, and umbrellas, I was hoping to put a portable bar serving only cans of beer. A grill out will take place from Noon to 3pm, serving cheddarwurst, hamburgers, and potato salad.

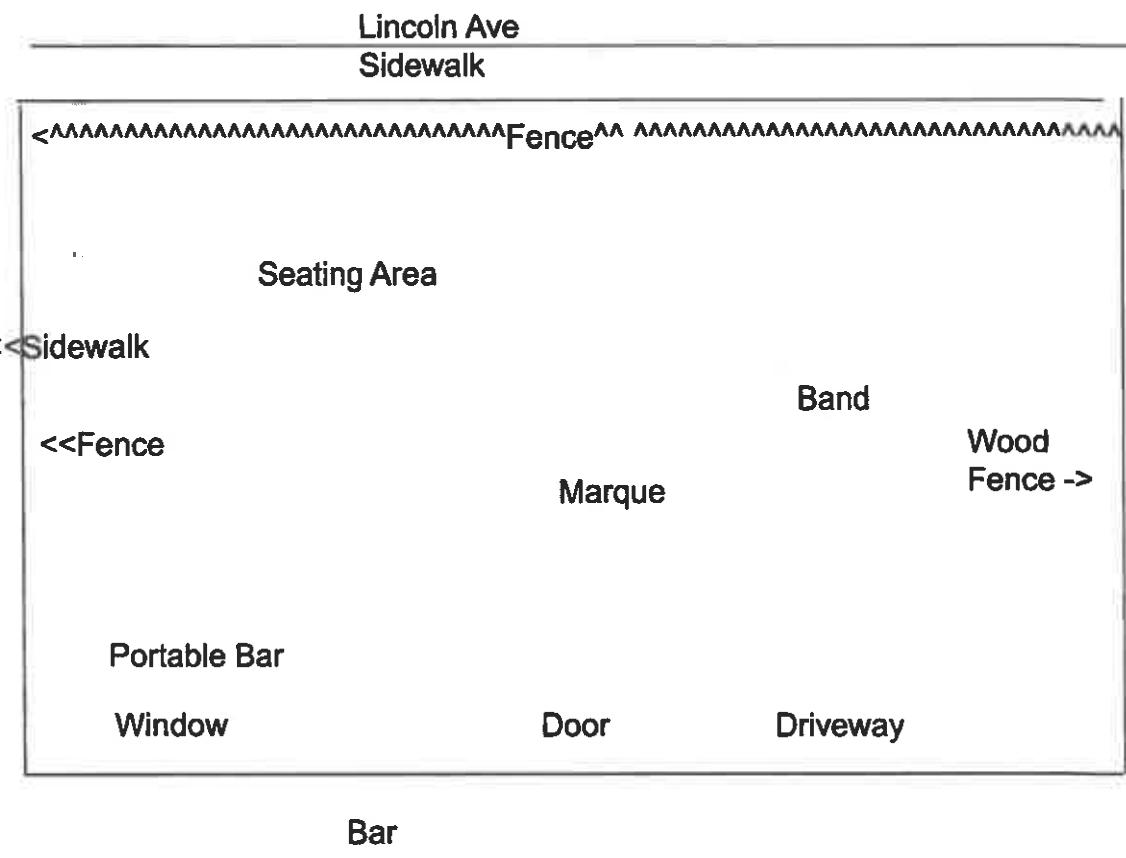
As for staffing, there will be 2 bartenders on duty at all times, inside and outside. A back door person will be assigned to monitor the outside area and one to front door also, if needed.

Thank you for your time.

Sincerely,

Kelly Wentland

Outside Area





Item For Consideration

Village Board Meeting Date: 7/16/25

Agenda Item Topic: Residential Chicken Ordinance

Prepared On: 7/9/25

Prepared By: Jessica Titel,
Community Development

Report/Background: At the direction of the Village Board, staff has prepared a draft ordinance for the regulation of chickens in residential zoning districts. The IFC from the May 7, 2025 Village Board meeting provides background information and chicken regulations from surrounding communities. The draft ordinance is attached.

Fiscal Impact: Staff is proposing a one-time permit fee of \$100 for the keeping of residential chickens. This fee will cover the staff time for processing and reviewing the permit along with the site inspection.

Recommendation/Board Action:

#1. Staff is recommending the Village Board adopt the attached ordinance to allow the keeping of chickens on residential property.

#2. Staff is recommending Village Board adopt a \$100 fee for a chicken keeping permit.

Respectfully Submitted,

Jessica Titel, Community Development Director

VILLAGE OF LITTLE CHUTE

Notice of Public Hearing

NOTICE IS HEREBY GIVEN that a Public Hearing will be held to consider the amendment of the Little Chute Village Code of Ordinances: Chapter 6-31 to add regulations pertaining to the keeping of chickens on residential properties.

A copy of the proposed ordinance amendment is available for review in the Village Clerk's Office located at the Little Chute Village Hall, 108 West Main Street.

DATE OF HEARING: July 16, 2025
TIME OF HEARING: 6:00 PM
PLACE OF HEARING: Village Hall Board Room – 108 West Main Street, Little Chute, WI 54140

If you have any questions, please contact Community Development Director Jessica Titel at (920) 423-3870.

Publish: July 9, 2025

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the Village Clerk, 108 W. Main St., Little Chute, (920) 423-3852, at least 48 hours prior to the meeting so that arrangements can be made.

VILLAGE OF LITTLE CHUTE

ORDINANCE NO. 4, SERIES OF 2025

AN ORDINANCE AMENDING CHAPTER 6, ANIMALS, OF THE VILLAGE OF LITTLE CHUTE MUNICIPAL CODE REGARDING THE KEEPING OF CHICKENS IN RESIDENTIAL ZONING DISTRICTS.

WHEREAS, the Village Board of Trustees considered changes to amend Chapter 6 Animals ordinance Section 6-31 of the Little Chute Municipal Code on July 16, 2025; and

WHEREAS, a public hearing regarding the amendments was held before the Village Board of Trustees on July 16, 2025, and;

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

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

Section 1. That Chapter 6 Animals, Municipal Code of the Village of Little Chute, is hereby amended by adding the text as set forth below:

Sec. 6-31 Keeping of chickens.

In addition to all other regulations in this chapter, the following shall apply to the keeping of chickens within the Village of Little Chute.

(a) *Definitions.* The following terms, when used in this section, shall have the meanings set forth as follows:

CHICKEN means a domestic chicken of the sub-species *Gallus gallus domesticus*.

CHICKEN COOP means a new or existing enclosed structure designed or modified for the keeping or housing of chickens.

CHICKEN RUN means a fenced outdoor pen or cage attached to a coop.

KEEP mean either the owning, keeping, possessing or harboring of a chicken.

ROOSTER means a male chicken of any age, including a capon or otherwise neutered male chicken.

(b) *License required.*

(1) Any person who keeps chickens on land in the Village shall first obtain a license issued by the Community Development Department. A license application shall be accompanied by an application, an application fee as established by the Village Board, details of the proposed coop and run and a site plan.

(2) Licenses for keeping chickens shall be limited to land that is zoned RC Conventional Single Family or RD Dense Modern Single Family.

(3) Chickens shall not be kept upon a vacant parcel and shall be located on the same parcel as the principal dwelling unit.

(4) There shall be no more than one license issued to a parcel of land for the keeping of chickens.

(5) License applications submitted by a person other than a record title owner of the property upon which chickens will be kept shall provide written consent of the property owner with the license application.

(6) All license applications shall be accompanied by satisfactory evidence that the applicant has registered the proposed location with the Wisconsin Department of Agriculture, Trade, and Consumer

Protection pursuant to Wis. Stats. § 95.51 and Wis. Administrative Code ATCP 17.

- (7) A license shall not be issued until the Village has inspected the property and confirmed a compliant chicken coop and chicken run have been provided.
- (c) *Conditions for keeping of chickens.*
 - (1) Not more than six chickens are allowed to be kept on a property with a license.
 - (2) No person shall keep any rooster.
 - (3) Compliance with the submitted site plan and Section 6-31 at all times.
 - (4) Chickens shall be kept or maintained within a fully enclosed coop and attached chicken run at all times.
 - (5) All coops must be kept in a clean and sanitary condition so as to not pose a public health hazard and shall not cause any objectionable odor that would annoy or disturb a reasonable person's ordinary senses.
 - (6) Deceased chickens shall be disposed of immediately in a safe manner, which may include trash disposal after placing the deceased chicken in a sealed bag.
- (d) *Chicken coops and runs.*
 - (1) Chicken coops and chicken runs shall be located in rear yards only.
 - (2) No chicken coop or run shall be located closer than twenty-five (25) feet to any principal residential structure on an adjacent lot. All coops and runs shall be located at least three (3) feet off the side and rear property lines. Chicken coops shall be non-mobile and remain in the location shown on the approved site plan. A revised site plan may be submitted for re-location of the coop.
 - (3) The chicken coop shall provide at least three (3) square feet of floor area per chicken, but shall not exceed sixty-four (64) square feet in total area. The height of the coop shall not exceed eight (8) linear feet as measured from the ground.
 - (4) All coops must include an enclosed run area. Chicken runs shall be enclosed with wire netting, or equivalent material, including overhead enclosure, capable of preventing chickens from escaping and predators entering.
- (e) *Enforcement.*
 - (1) In addition to issuing citations for violations, the Village shall have the right to suspend or revoke any license issued pursuant to this section for violations of ordinances, laws, or requirements regulating activity and for other good cause.

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

Date introduced: June 18, 2025

Date approved and adopted: July 16, 2025

VILLAGE OF LITTLE CHUTE

By _____
Michael R. Vanden Berg, Village President

By _____
Laurie Decker, Village Clerk



Item For Consideration

Village Board Meeting Date: 7/16/25

Prepared On: 7/9/25

Agenda Item Topic: **Site Plan – Patriot Drive Quella Multi-Tenant**

Prepared By: Jessica Titel, Community Development Department

Applicant/Owner: Ryan Quella – QBK Properties, LLP

Address/Parcel #: 600 Patriot Drive / Parcel #: 260445700

Request: An application for Site Plan review has been submitted for the construction of two new multi-tenant buildings.

Zoning Classification: CH Commercial Highway District

Project Summary/Background: The project includes the construction of two multi-tenant commercial buildings on a vacant 1.4 acre parcel of land. The east building will be approximately 6,380 square in area and the west building will be approximately 11,948 square feet in area. The project will include a parking lot with 56 parking spaces. Access to the site will be via Patriot Drive. Plan Commission recommended approval of the site plan at their July 14 meeting.

Recommendation/Board Action: Staff is recommending Village Board approval of the Site Plan, subject to the satisfaction of all staff comments.

Respectfully Submitted,
Jessica Titel, Community Development Director



FOR OFFICE USE	
Application #	
Permit fee	\$600
Receipt #	
Account #	4-407
Date Received	

Site Plan Review Application (new construction, additions > 10,000 square feet)

PROPERTY OWNER	APPLICANT
Name: QBK Properties LLP	Name: Ryan Quella
Mailing Address: N3712 Highway 55 #102	Company: QBK Properties LLP
City/State/Zip: Freedom WI 54130	Address: N3712 Highway 55 #102
Phone: 920-915-5567	City/State/Zip: Freedom WI 54130
Email: ryanquella@yahoo.com	Phone: 920-915-5567
	Email:

PROPERTY & PROJECT INFORMATION

Parcel Number:

Site Address/Location: 600 patriot Dr

Current Zoning: ch	Proposed Zoning: ch
Current Use: vacant	Proposed Use: multi tenant buildings
Current number of employees: 0	Proposed number of employees:
Existing building floor area: 0	Proposed building floor area: 18328
Existing number of parking stalls: 0	Proposed number of parking stalls: 55
Percent of existing impervious surface: 0	Percent of proposed impervious surface: 37469

Describe the proposed project:

2 multi tenant buildings

Applicant Statement

I certify that the information provided on this form is complete and accurate and hereby agree to comply with all applicable statutes of the State of Wisconsin and ordinance of the Village of Little Chute, Wisconsin. I further understand that the issuance of this permit creates no legal liability, express or implied, on the Village of Little Chute.

Applicant/Owner Signature:

Date: 06/9/2025

Vicinity & Zoning Map - 600 Patriot Drive



7/9/2025, 3:50:09 PM

Zoning

CH: Commercial Highway District

RC: Conventional Single-Family District



RT: Two-Family Residential District



Parcels

1:2,400

0 0.02 0.04 0.08 mi
0 0.03 0.07 0.13 km

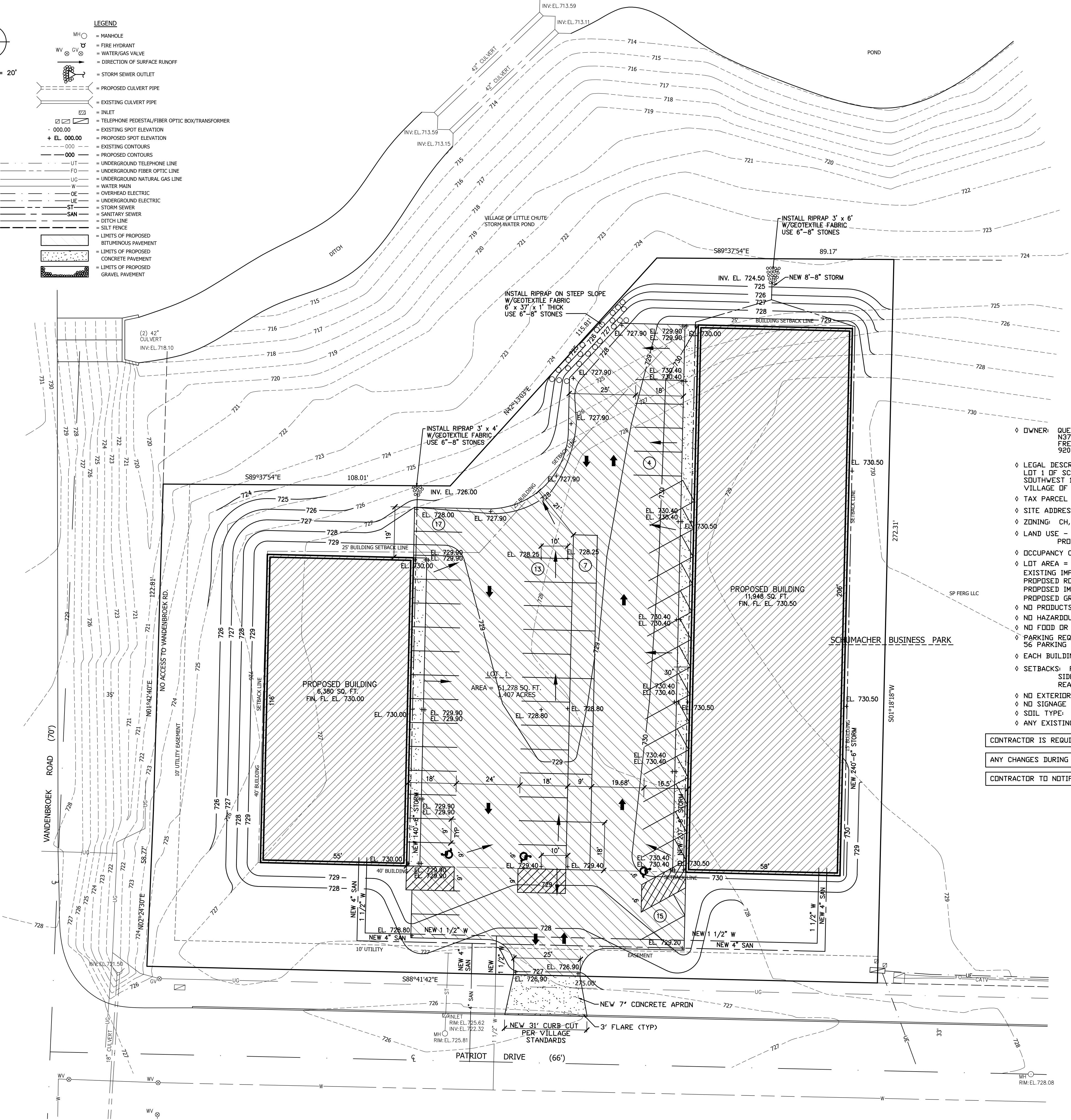
Outagamie County, Village of Little Chute, REL & Associates, Inc.

Village of Little Chute
Robert E. Lee & Associates, Inc., Outagamie County

SCALE: 1" = 20'

LEGEND

- MH = MANHOLE
- WV = FIRE HYDRANT
- CV = WATER/GAS VALVE
- W = DIRECTION OF SURFACE RUNOFF
- PROPOSED CULVERT PIPE
- EXISTING CULVERT PIPE
- INLET
- TELEPHONE PEDESTAL/FIBER OPTIC BOX/TRANSFORMER
- EXISTING SPOT ELEVATION
- PROPOSED SPOT ELEVATION
- EXISTING CONTOURS
- PROPOSED CONTOURS
- UNDERGROUND TELEPHONE LINE
- UNDERGROUND ELECTRIC
- UNDERGROUND SEWER
- UNDERGROUND SANITARY SEWER
- DITCH LINE
- SILT FENCE
- LIMITS OF PROPOSED BITUMINOUS PAVEMENT
- LIMITS OF PROPOSED CONCRETE PAVEMENT
- LIMITS OF PROPOSED GRAVEL PAVEMENT



♦ OWNER: QUELLA BROTHERS PROPERTIES, LLC PLAN PREPARED: HARRIS & ASSOCIATES, INC. N3712 HIGHWAY 55, UNIT 102 FREDOM, WI 54130 920-733-8377 ctollefson@harrisinc.net

♦ LEGAL DESCRIPTION: LOT 1 OF SCHUMACHER BUSINESS PARK, LOCATED IN THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4, SECTION 16, T21N, R18E, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

♦ TAX PARCEL ID: 260445700

♦ SITE ADDRESS: 600 PATRIOT DRIVE

♦ ZONING: CH, COMMERCIAL HIGHWAY DISTRICT

♦ LAND USE - EXISTING: VACANT

♦ PROPOSED BUSINESS

♦ OCCUPANCY CLASSIFICATION: STORAGE

♦ LOT AREA = 61,278 SQ. FT.

♦ EXISTING IMPERVIOUS = 0 SQ. FT.

♦ PROPOSED RDIF AREA = 18,328 SQ. FT., LOT COVERAGE = 18328/61278 x 100 = 29.9%

♦ PROPOSED IMPERVIOUS = 37,469 SQ. FT. = 61.1%

♦ PROPOSED GREEN SPACE = 23,809 SQ. FT. = 38.9%

♦ NO PRODUCTS WILL BE MANUFACTURED OR SOLD ON SITE.

♦ NO HAZARDOUS MATERIALS WILL BE STORED ON SITE.

♦ NO FOOD OR BEVERAGES, SWIMMING POOL OR WHIRLPOOL, OR OVERNIGHT LODGING AT THIS LOCATION.

♦ PARKING REQUIRED: SUFFICIENT PARKING SUCH THAT NO PUBLIC STREET SHALL BE USED FOR PARKING. 55 PARKING STALLS INCLUDING 3 HANDICAP STALLS ARE SHOWN.

♦ EACH BUILDING USER IS RESPONSIBLE FOR THEIR RECYCLABLE MATERIALS.

♦ SETBACKS: FRONT 40 FEET
SIDE 15 FEET
REAR 25 FEET

♦ NO EXTERIOR LIGHTING IS PLANNED WITH THIS PROJECT.

♦ NO SIGNAGE IS PLANNED WITH THIS PROJECT.

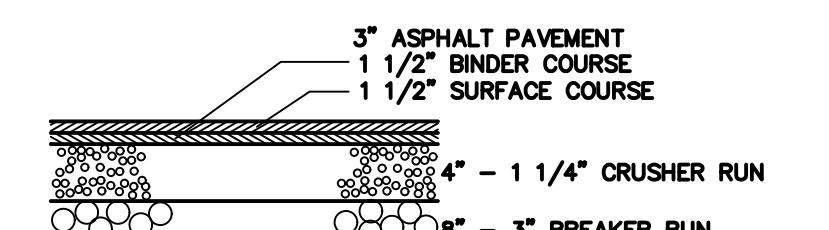
♦ SOIL TYPE: WINNECONNE SILTY CLAY LOAM, MANAWA SILTY CLAY LOAM

♦ ANY EXISTING SIDEWALK DAMAGED DURING CONSTRUCTION SHALL BE REPLACED AS A PART OF THIS PROJECT.

CONTRACTOR IS REQUIRED TO OBTAIN A PERMIT FOR THE DRIVEWAY AND A PERMIT TO EXCAVATE IN THE RIGHT OF WAY FOR UTILITY INSTALLATION.

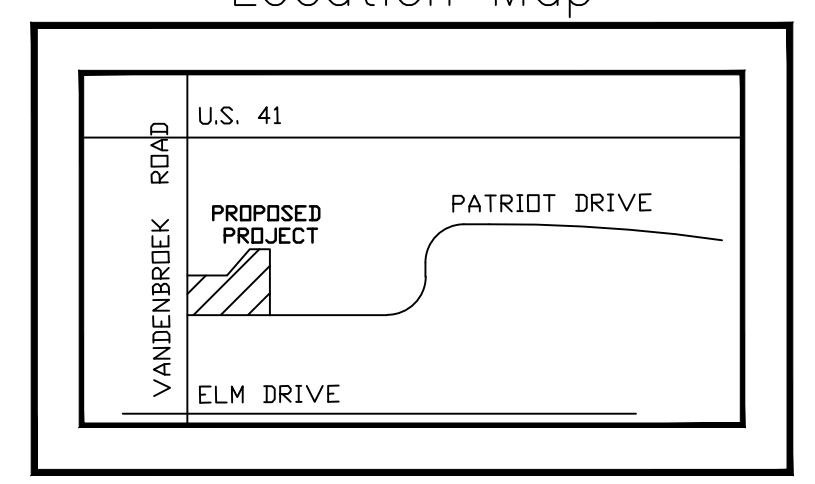
ANY CHANGES DURING CONSTRUCTION WILL BE APPROVED BY THE VILLAGE PRIOR TO INSTALLATION.

CONTRACTOR TO NOTIFY VILLAGE 48 HOURS PRIOR TO CONNECTION TO THE PUBLIC UTILITIES.



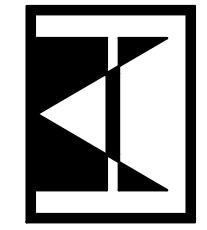
TYPICAL PAVEMENT SECTION
N.T.S.

Location Map



HARRIS
& ASSOCIATES, INC.
CONSULTING ENGINEERS
AND LAND SURVEYORS

2718 NORTH MEADE ST.
APPLETON, WI 54911
TEL: (920) 733-4731
FAX: (920) 733-4731



PROJECT: QUELLA BROTHERS
LOCATION: 600 PATRIOT DRIVE, LITTLE CHUTE, WISCONSIN
DESCRIPTION: SITE GRADING PLAN

DRAWN BY:
CLT
CHECKED BY:
CLT

DATE:
6-5-25

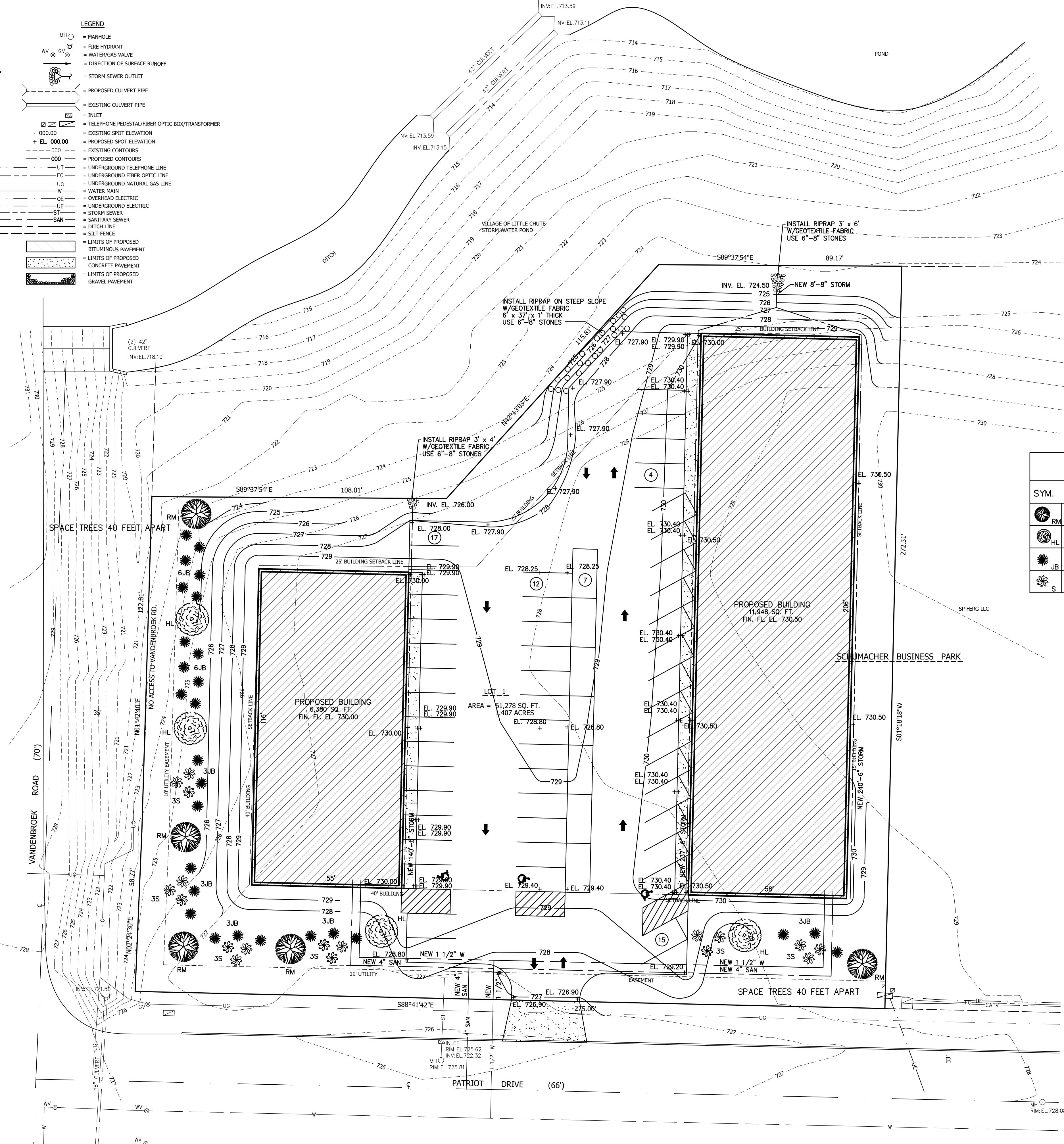
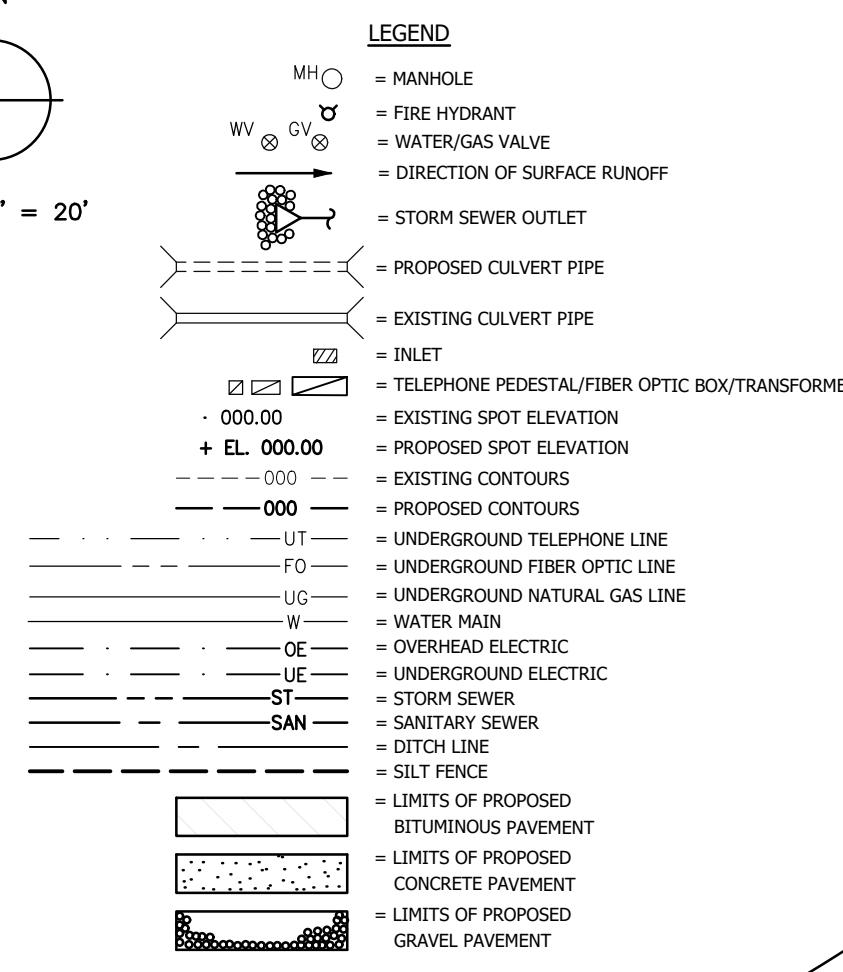
SHEET

C2.0

PROJECT NUMBER

7964

SCALE: 1" = 20'



ZONING: CH, COMMERCIAL HIGHWAY
LANDSCAPE REQUIREMENT: ONE SHADE TREE AND SIX SHRUBS PER 40 FEET OF FRONTAGE.

LANDSCAPE TREE/ SHRUB SCHEDULE						
SYM.	COMMON NAME	LATIN NAME	QTY.	COND.	SIZE	REMARKS
RM	RED MAPLE	ACER RUBRUM	5	B&B	2 1/2"	ALL PLANT MATERIAL SHALL CONFORM TO "AMERICAN STANDARDS FOR NURSERY STOCK"
HL	THORNLESS HONEYLOCUST	GLEDTIA TRICANTHOS INERMIS	4	B&B	2 1/2"	
JB	JAPANESE BARBERRY	BERBERIS THUNBERGII "CRIMSON PYGMY"	27	2 GAL	2'-3'	
S	SPIREA	SPIREA x BUMALDA "GOLDFLAME"	18	2 GAL	2'-3'	



2718 NORTH MEADE ST.
APPLETON, WI 54911
TEL: (920) 733-8377
FAX: (920) 733-4731

PROJECT: QUELLA BROTHERS
LOCATION: 600 PATRIOT DRIVE, WISCONSIN
DESCRIPTION: LANDSCAPE PLAN

DRAWN BY: CLT
CHECKED BY:
DATE: 6-10-25
SHEET: C4.0
PROJECT-NUMBER 7964

New Facility For:
QBK Properties, LLP

ABBREVIATIONS		BUILDING CODE SUMMARY		DRAFTING SYMBOLS		PROJECT TEAM		INDEX TO DRAWINGS	
A/C	AMPERES	JB	JUNCTION BOX	CURRENT CODES	IBC 2015 WITH WISCONSIN INSERTS				
ADD'L	AIR CONDITIONING	JT	JOINT	CONSTRUCTION CLASSIFICATION	VB				
AFF	ADDITIONAL	LAV	LAVATORY	FIRE SUPPRESSION SYSTEMS	SPRINKLER SYSTEM NONE				
ASF	ABOVE FINISH FLOOR	LIN	LINEAR	BUILDING HEIGHT	26'-10"				
ATS	ABOVE SUB FLOOR	LP	LOW POINT	FIREALARM DETECTION SYSTEM	PER IBC 907.2				
ALT	ABOVE TOP OF SLAB	LT	LIGHT	SMOKE DETECTORS	INSTALL PER IBC 907.2				
ALUM	ALTERNATE	LVL	LIGHTING	EXIT SIGNS	PROVIDE PER IBC 1013				
APPROX	APPROXIMATE	MAX	LAMINATED VENEER LUMBER	FIRE EXTINGUISHERS	INSTALL PER IFC & LOCAL CODES				
BD	BOARD	MC	MAXIMUM						
BLDG	BUILDING	MCB	MECH. CONTRACTOR						
BLK	BLOCK	MCH	MAIN CIRCUIT BREAKER						
BLKG	BLOCKING	MFR	MECHANICAL						
BM	BEAM	MIN	MANUFACTURE (R) (ING)						
BOTT	BOTTOM	MISC	MINIMUM						
BRG	BEARING	MLO	MISCELLANEOUS						
B/	BOTTOM OF	MO	MAIN LUGS ONLY						
CB	CONDUIT	MT	MASONRY OPENING						
C/C	CIRCUIT BREAKER	MTGH	MOUNT						
CJ	CENTER TO CENTER	MTL	MOUNTED						
CKT	CONSTRUCTION JOINT	N	MOUNTING HEIGHT						
CLG	CIRCUIT	NEC	METAL						
CLR	CEILING	NIC	NORTH OR NEUTRAL						
CNTR	CLEAR	NO or #	NATIONAL ELECTRIC CODE						
CMU	CENTER	NOM	NOT IN CONTRACT						
CO	CONCRETE MASONRY UNIT	NTS	NUMBER						
COL	CLEAN OUT	OC	NOMINAL						
CONC	COLUMN	OD	NOT TO SCALE						
CONSTR	CONCRETE	OPNG	ON CENTER						
CONTR	CONSTRUCTION	OPP	OUTSIDE DIAMETER						
CONT	CONTRACTOR	PC	OPENING						
DET	CONTINUOUS	PLMB	OPPOSITE						
DIA	DETAIL	PLYWD	PLUMB. CONTRACTOR						
DIM	DIA	PNL	PLYWOOD						
DN	DIMENSION	PNLBD	PANEL						
DS	DOWN	PREFAB	PANEL BOARD						
DW	DOWNSPOUT	PROJ	PREFABRICATED						
DWG	DRY WALL	PVC	PROJECT						
EA	DRAWING	R	POLYVINYL CHLORIDE						
EC	EACH	R	RADIUS						
EF	ELEC. CONTRACTOR	RD	RISER						
EL	EXHAUST FAN	RECEP	ROOF DRAIN						
ELEC	ELEVATION	REINF	RECEPTACLE						
ELEV	ELECTRIC (AL)	REQ'D	REINFORCING						
EM	ELEVATOR	RES	REQUIRED						
EPS	EMERGENCY	REV	RESILIENT						
EQUIP	EXPANDED POLYSTYRENE	RM	REVISION						
EW	EQUIPMENT	ROOM	ROOM						
EWC	EACH WAY	RO	ROUGH OPENING						
EWH	ELECTRIC WATER COOLER	RTU	ROOF TOP UNIT						
EXIST	ELECTRIC WATER HEATER	ACT	ACOUSTICAL CEILING TILE						
EXP JT	EXISTING	SECT	SECTION						
EXT	EXPANSION JOINT	SHT	SECTION						
FA	EXTERIOR	SIM	SECTION						
FD	FIRE ALARM	SPEC	SIMILAR						
FDN	FLOOR DRAIN	STL	SPECIFICATIONS						
FIN	FOUNDATION	STRUCT	STEEL						
FLR	FINISH	STRCL.	STRUCTURAL						
FT	FLOOR	TEL	STRUCTURAL						
FTG	FEET	T & B	TELEPHONE						
GALV	FOOTING	T & G	TOP AND BOTTOM						
GC	GALVANIZED	T	TONGUE AND GROOVE						
GFI	GENERAL CONTRACTOR	TYP	TREAD						
GND	GROUND FAULT INTERRUPTER	UON	TOP OF						
GYP	GROUND	V	TYPICAL						
HDW	GYPSUM	VCT	UNLESS OTHERWISE NOTED						
HM	HARDWARE	VERT	VOLTS						
HORIZ	HOLLOW METAL	VWC	VINYL COMPOSITION TILE						
HP	HORIZONTAL	WC	VINYL WALL COVERING						
HT	HIGH POINT OR HORSE POWER	WD	WATER CLOSET						
HVAC	HEIGHT	WH	WOOD						
ID	HEATING/VENTILATION/AIR CONDITIONING	WP	WATER HEATER						
IN	INSIDE DIAMETER	WR	WATER PROOF						
INFO	INCH	W/	WATER RESISTANT						
INSUL	INFORMATION	W/O	WITH						
INT	INSULATION	WWF	WITHOUT						
INV	INTERIOR	XFMR	WELDED WIRE FABRIC						
	INVERT		TRANSFORMER						
CURRENT CODES		CONSTRUCTION CLASSIFICATION		FIRE SUPPRESSION SYSTEMS		PARTITION TYPE SYMBOL & LETTER		OWNER	
JB		LAV		SPRINKLER SYSTEM NONE		PROJECT ARCHITECT		PROJECT ARCHITECT	
JUNCTION BOX		LIN		BUILDING HEIGHT		QBK PROPERTIES		QBK PROPERTIES	
JB		LP		26'-10"		BAY ARCHITECTS, LLC		BAY ARCHITECTS, LLC	
LAV		LT		FIREALARM DETECTION SYSTEM		N3712 ST. HWY 55 SUITE 102		N3712 ST. HWY 55 SUITE 102	
LAVATORY		LVL		FIRE EXTINGUISHERS		3049 RAMADA WAY, SUITE 125		3049 RAMADA WAY, SUITE 125	
LAVATORY		MAX		INSTALL PER IBC 907.2		GREEN BAY, WISCONSIN 54304		GREEN BAY, WISCONSIN 54304	
LINEAR		MC		INSTALL PER IBC 1013		PHONE: 920.915.5567		PHONE: 920.915.5567	
LINEAR		MCB		FIRE EXTINGUISHERS		FAX: -		FAX: -	
LINEAR		MCH		INSTALL PER IFC & LOCAL CODES		CONTACT: RYAN QUELLA		CONTACT: RYAN QUELLA	
LINEAR		MFR				ryanquella@yahoo.com		ryanquella@yahoo.com	
MINIMUM		MIN							
MINIMUM		MLO							
MISCELLANEOUS		MO							
MISCELLANEOUS		MT							
MISCELLANEOUS		MTD							
MISCELLANEOUS		MTL							
MISCELLANEOUS		N							
MISCELLANEOUS		NEC							
MISCELLANEOUS		NOM							
MISCELLANEOUS		OD							
MISCELLANEOUS		OPNG							

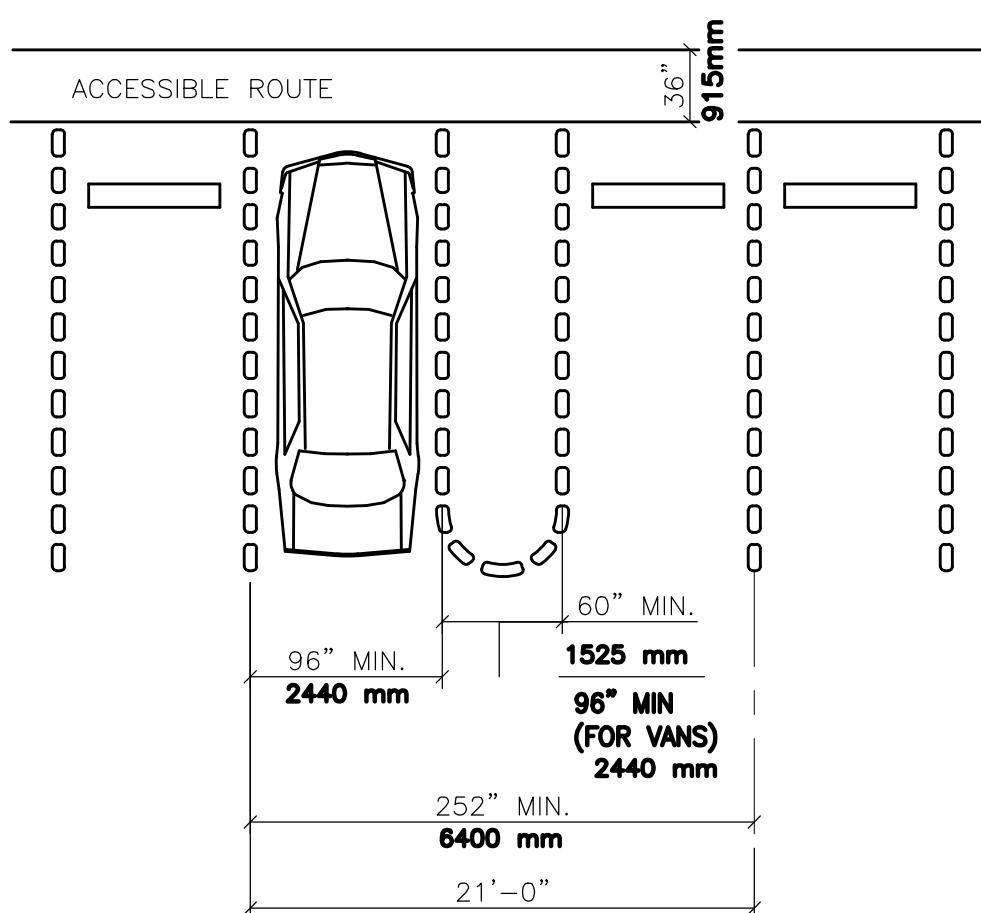
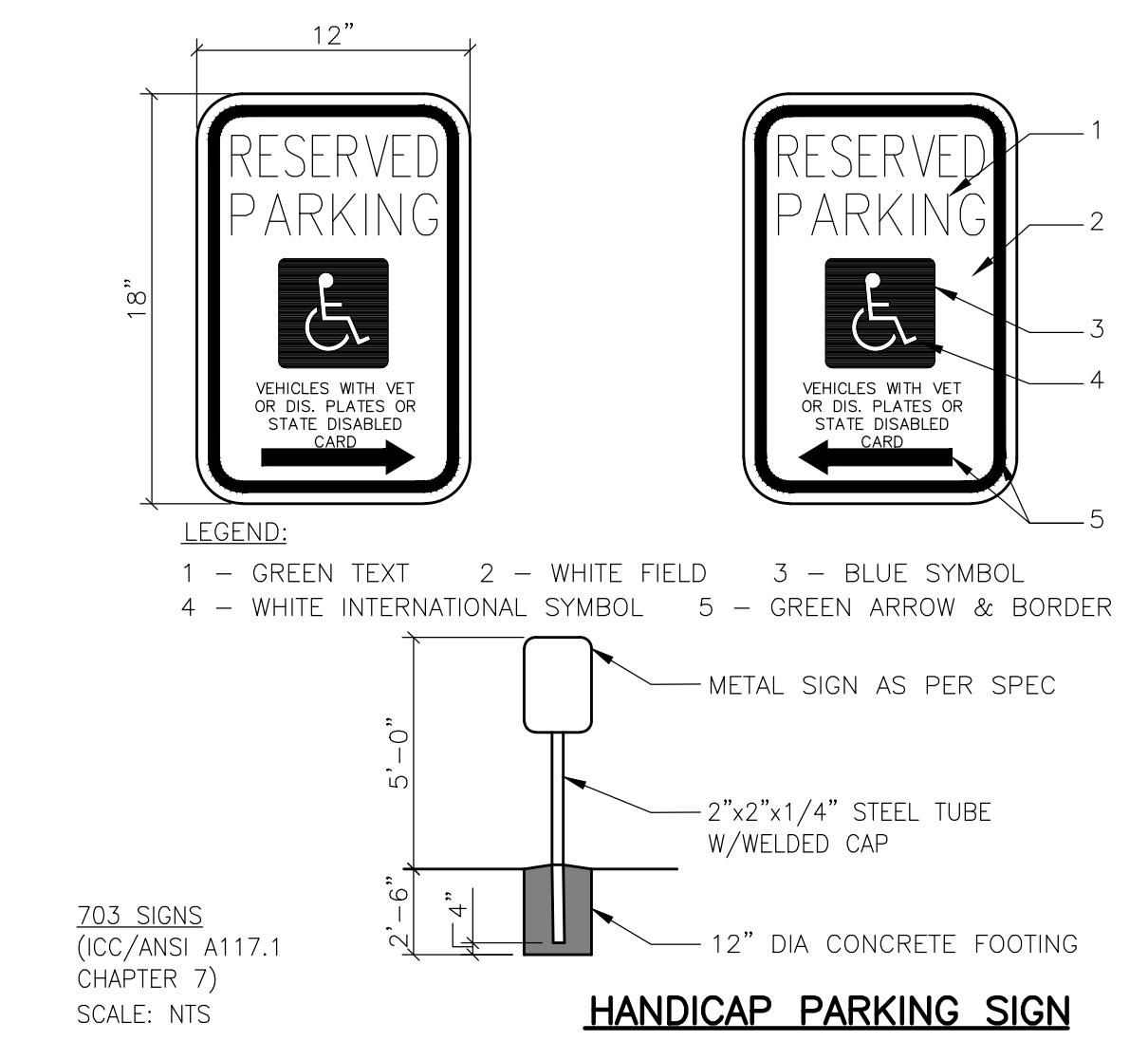
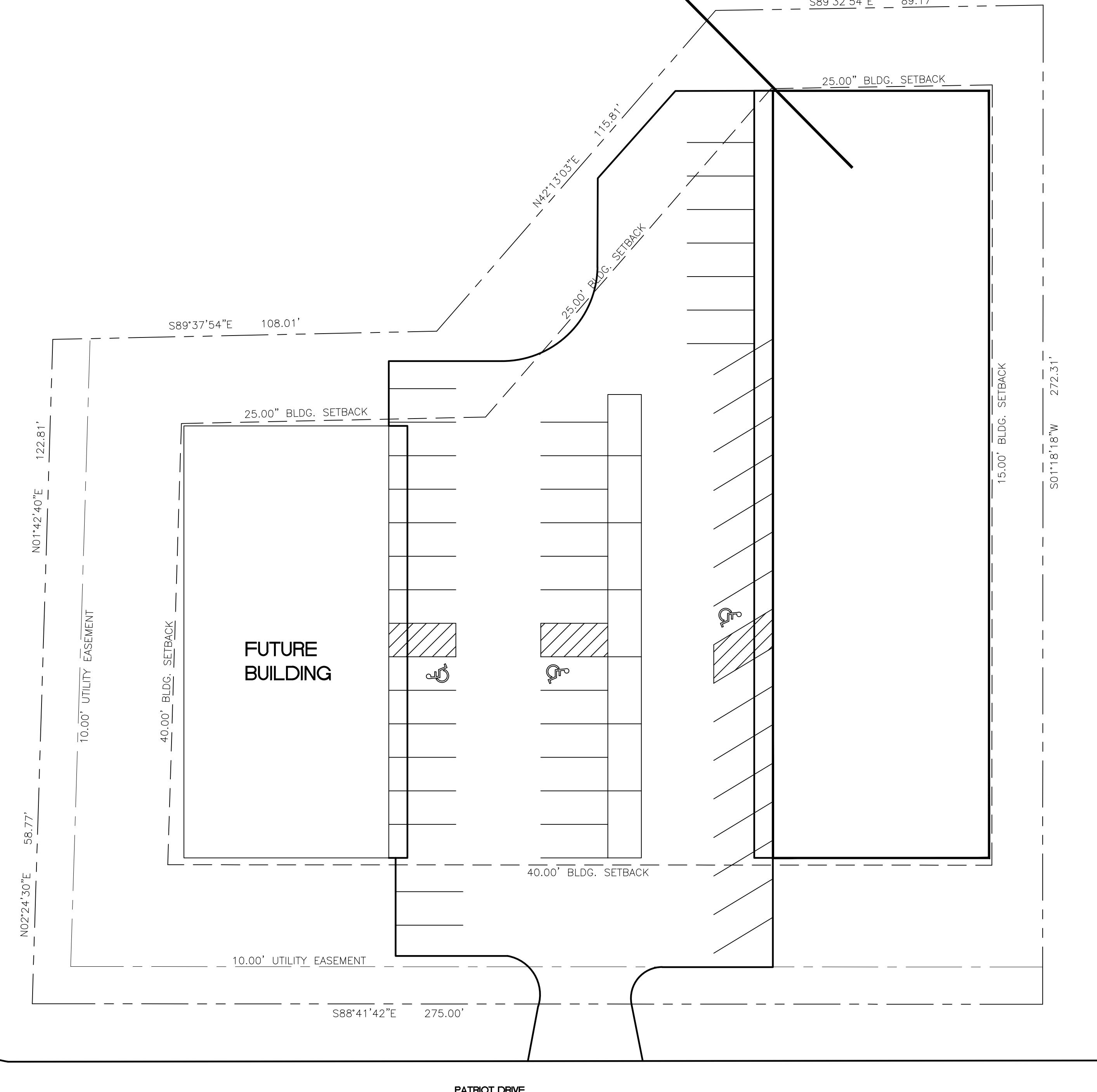
**PROPOSED NEW FACILITY FOR:
COMPANY NAME
GREEN BAY, WISCONSIN
BAY ARCHITECTS, LLC**

049 RAMADA WAY STE. 125
GREEN BAY, WI 54304

NOTE: ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST CHECK ALL DETAILS & DIMENSIONS AND BE RESPONSIBLE FOR THE SAME.

TS

VANDERBEEK ROAD



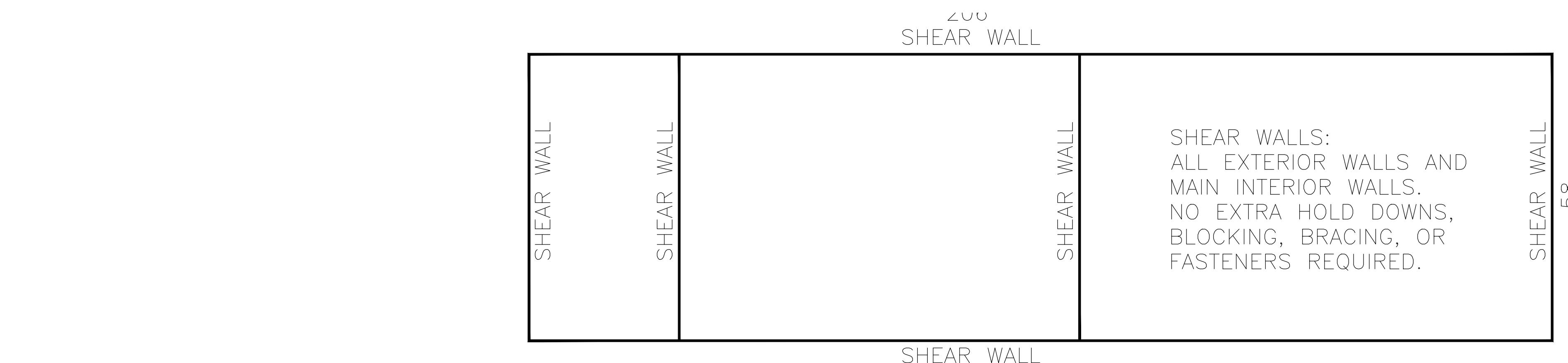
PROPOSED NEW FACILITY FOR:
COMPANY NAME
GREEN BAY, WISCONSIN
BAY ARCHITECTS, LLC

DATE 88/88/8888
JOB NO. 20000

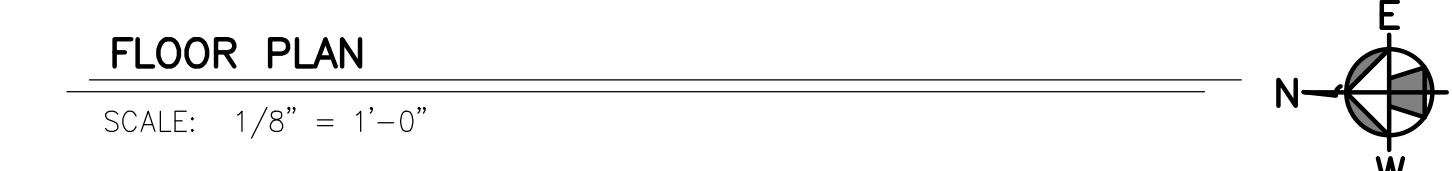
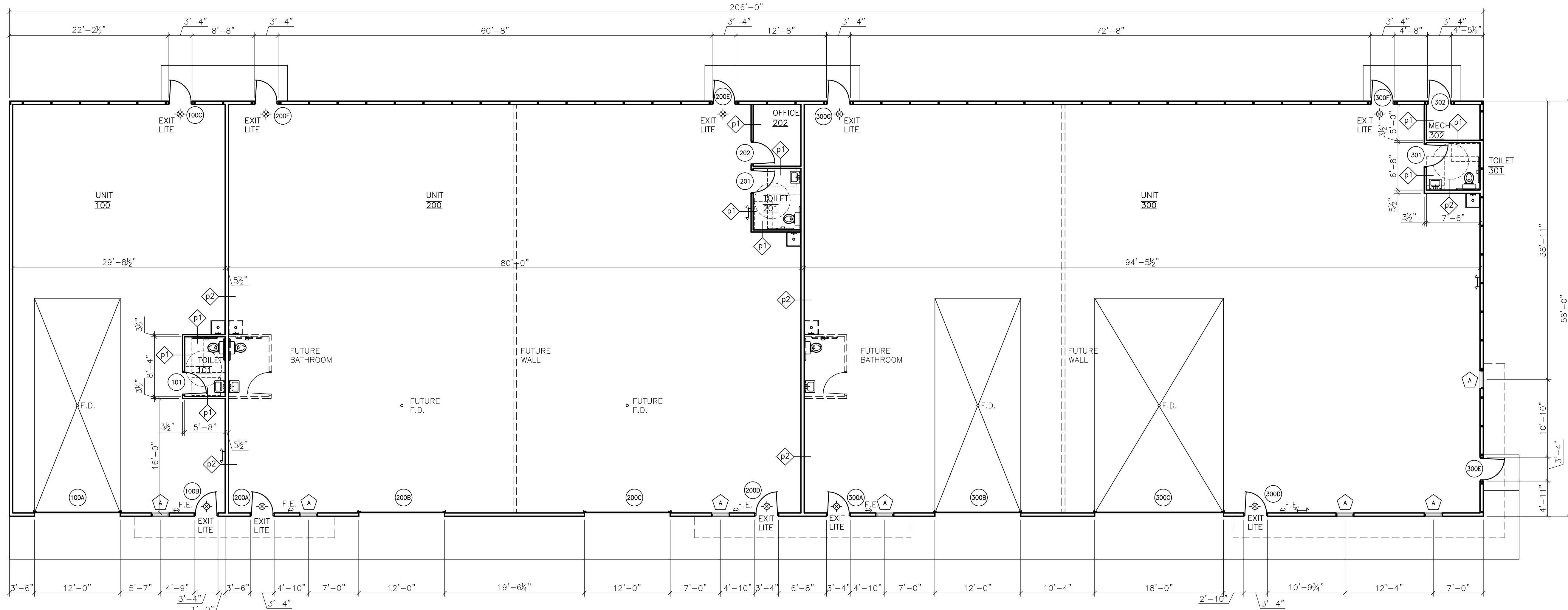
A1

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3049 RAMADA WAY STE. 125
GREEN BAY, WI 54304



WALL SCHEDULE		
P1	1/2" GYP. 2x6 WOOD STUDS AT 16" O.C. 1/2" GYP.	
P2	1/2" GYP. 2x6 WOOD STUDS AT 16" O.C. 1/2" GYP.	



EMERGENCY SYMBOL KEY	
	FIRE EXTINGUISHER
	EXIT LIGHT
	2 HEAD EMERGENCY LIGHT

PROPOSED NEW FACILITY FOR:
COMPANY NAME
GREEN BAY, WISCONSIN
BAY ARCHITECTS, LLC
 PHONE: 920-337-9400

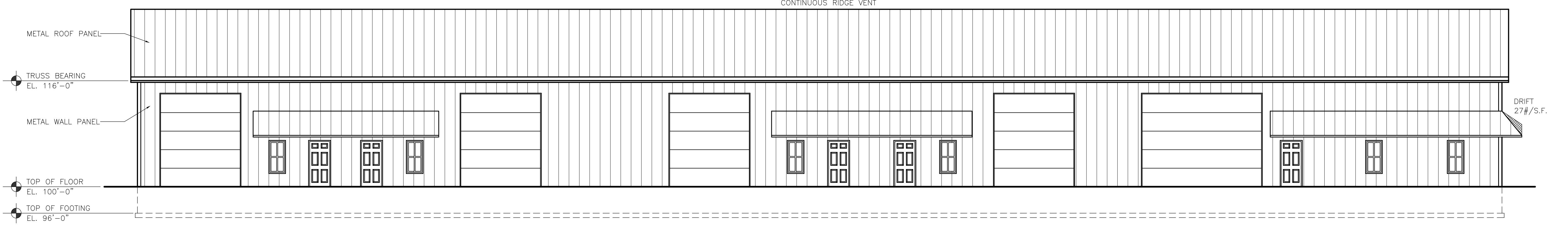
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REVISION
REVISION NO. DATE

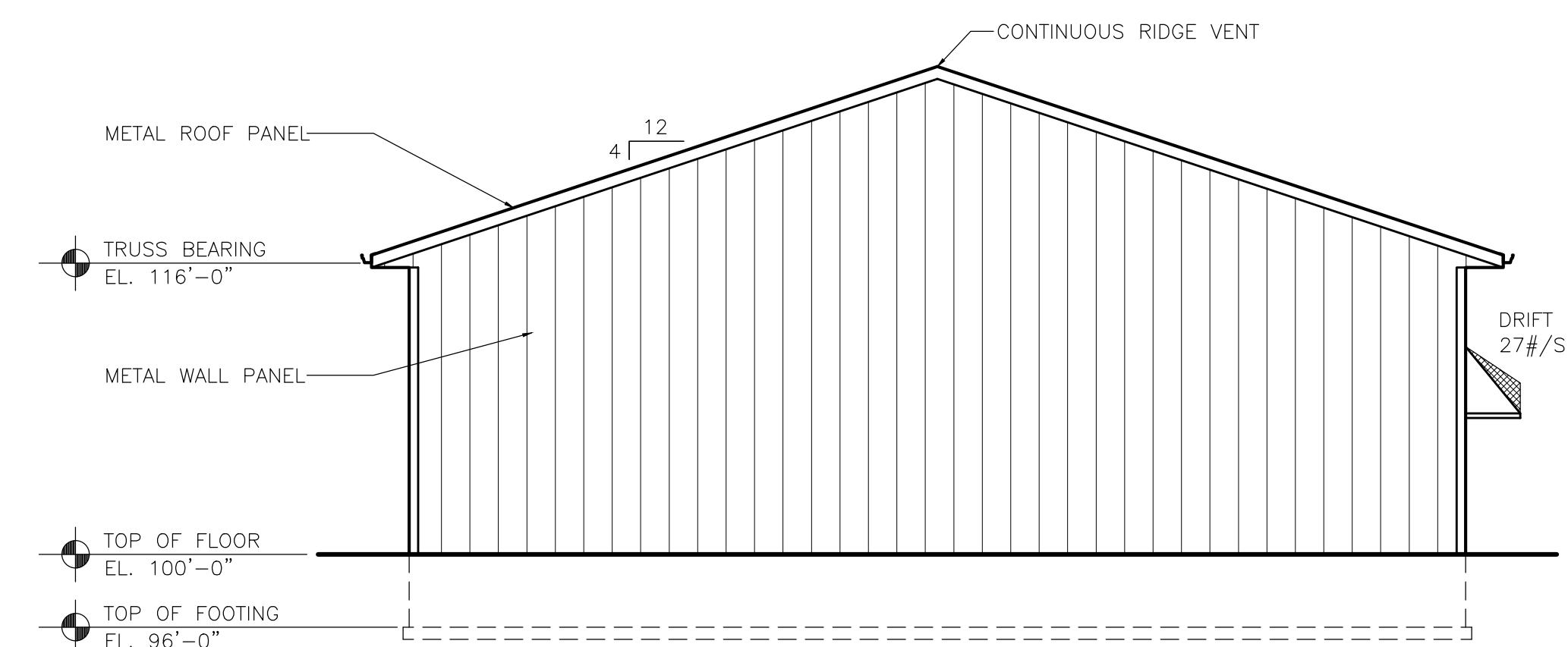
DATE 88/88/8888

JOB NO. 20000

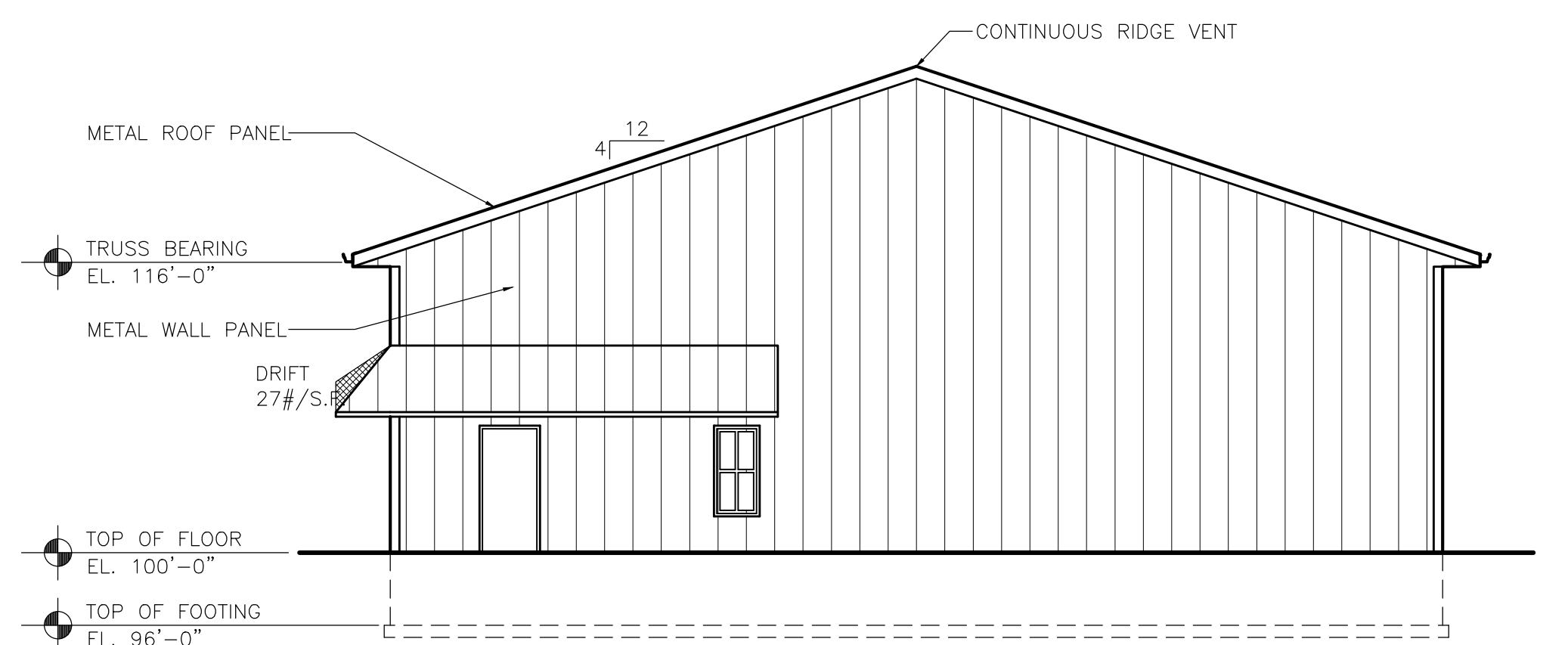
3049 RAMADA WAY STE. 125
GREEN BAY, WI 54301



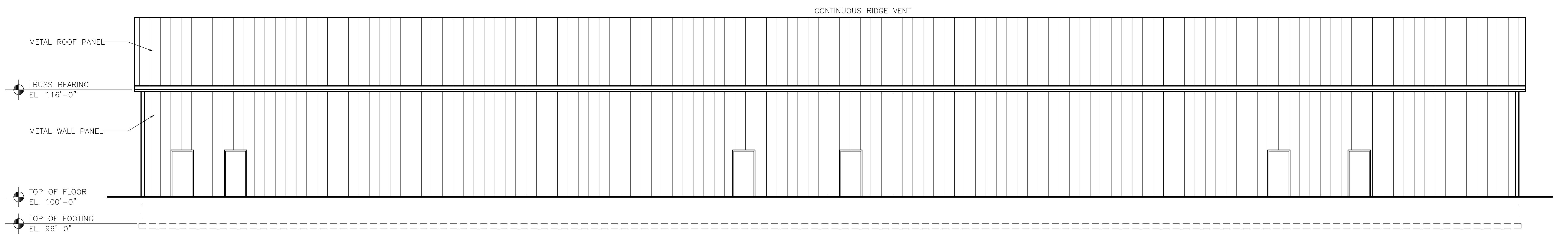
1
A3
WEST ELEVATION
SCALE: 1/8"=1'-0"



2
A3
NORTH ELEVATION
SCALE: 1/8"=1'-0"



3
A3
SOUTH ELEVATION
SCALE: 1/8"=1'-0"



4
A3
EAST ELEVATION
SCALE: 1/8"=1'-0"

PROPOSED NEW FACILITY FOR:
COMPANY NAME
GREEN BAY, WISCONSIN
BAY ARCHITECTS, LLC
3049 RAMADA WAY STE. 125
GREEN BAY, WI 54304

DATE 88/88/8888

JOB NO. 20000

A3

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REVISION

REVISION NO.

DATE

PHONE: 920-337-9400

New Facility For:
QBK Properties, LLP

ABBREVIATIONS		BUILDING CODE SUMMARY		DRAFTING SYMBOLS		PROJECT TEAM		INDEX TO DRAWINGS	
A/C	AMPERES	JB	JUNCTION BOX	CURRENT CODES	IBC 2015 WITH WISCONSIN INSERTS				
ADD'L	AIR CONDITIONING	JT	JOINT	CONSTRUCTION CLASSIFICATION	VB				
AFF	ADDITIONAL	LAV	LAVATORY	FIRE SUPPRESSION SYSTEMS	SPRINKLER SYSTEM NONE				
ASF	ABOVE FINISH FLOOR	LIN	LINEAR	BUILDING HEIGHT	26'-4"				
ATS	ABOVE SUB FLOOR	LP	LOW POINT	FIREALARM DETECTION SYSTEM	PER IBC 907.2				
ALT	ABOVE TOP OF SLAB	LT	LIGHT	SMOKE DETECTORS	INSTALL PER IBC 907.2				
ALUM	ALTERNATE	LVL	LIGHTING	EXIT SIGNS	PROVIDE PER IBC 1013				
APPROX	APPROXIMATE	MAX	LAMINATED VENEER LUMBER	FIRE EXTINGUISHERS	INSTALL PER IFC & LOCAL CODES				
BD	BOARD	MC	MAXIMUM						
BLDG	BUILDING	MCB	MECH. CONTRACTOR						
BLK	BLOCK	MCH	MAIN CIRCUIT BREAKER						
BLKG	BLOCKING	MFR	MECHANICAL						
BM	BEAM	MIN	MANUFACTURE (R) (ING)						
BOTT	BOTTOM	MISC	MINIMUM						
BRG	BEARING	MLO	MISCELLANEOUS						
B/	BOTTOM OF	MO	MAIN LUGS ONLY						
CB	CONDUIT	MT	MASONRY OPENING						
C/C	CIRCUIT BREAKER	MTGH	MOUNT						
CJ	CENTER TO CENTER	MTL	MOUNTED						
CKT	CONSTRUCTION JOINT	N	MOUNTING HEIGHT						
CLG	CIRCUIT	NEC	METAL						
CLR	CEILING	NIC	NORTH OR NEUTRAL						
CNTR	CLEAR	NO or #	NATIONAL ELECTRIC CODE						
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EF	ELEC. CONTRACTOR	RD	RISER						
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ELEC	ELEVATION	REINF	RECEPTACLE						
ELEV	ELECTRIC (AL)	REQ'D	REINFORCING						
EM	ELEVATOR	RES	REQUIRED						
EPS	EMERGENCY	REV	RESILIENT						
EQUIP	EXPANDED POLYSTYRENE	RM	REVISION						
EW	EQUIPMENT	ROOM	ROOM						
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EWH	ELECTRIC WATER COOLER	RTU	ROOF TOP UNIT						
EXIST	ELECTRIC WATER HEATER	ACT	ACOUSTICAL CEILING TILE						
EXP JT	EXISTING	SECT	SECTION						
EXT	EXPANSION JOINT	SHT	SECTION						
FA	EXTERIOR	SIM	SECTION						
FD	FIRE ALARM	SPEC	SIMILAR						
FDN	FLOOR DRAIN	STL	SPECIFICATIONS						
FIN	FOUNDATION	STRUCT	STEEL						
FLR	FINISH	STRCL.	STRUCTURAL						
FT	FLOOR	TEL	STRUCTURAL						
FTG	FEET	T & B	TELEPHONE						
GALV	FOOTING	T & G	TOP AND BOTTOM						
GC	GALVANIZED	T	TONGUE AND GROOVE						
GFI	GENERAL CONTRACTOR	TYP	TREAD						
GND	GROUND FAULT INTERRUPTER	UON	TOP OF						
GYP	GROUND	V	TYPICAL						
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HORIZ	HOLLOW METAL	VWC	VINYL COMPOSITION TILE						
HP	HORIZONTAL	WC	VINYL WALL COVERING						
HT	HIGH POINT OR HORSE POWER	WD	WATER CLOSET						
HVAC	HEIGHT	WH	WOOD						
ID	HEATING/VENTILATION/AIR CONDITIONING	WP	WATER HEATER						
IN	INSIDE DIAMETER	WR	WATER PROOF						
INFO	INCH	W/	WATER RESISTANT						
INSUL	INFORMATION	W/O	WITH						
INT	INSULATION	WWF	WITHOUT						
INV	INTERIOR	XFMR	WELDED WIRE FABRIC						
	INVERT		TRANSFORMER						

**PROPOSED NEW FACILITY FOR:
COMPANY NAME
GREEN BAY, WISCONSIN
BAY ARCHITECTS, LLC**

3049 RAMADA WAY STE. 125
GREEN BAY, WI 54304

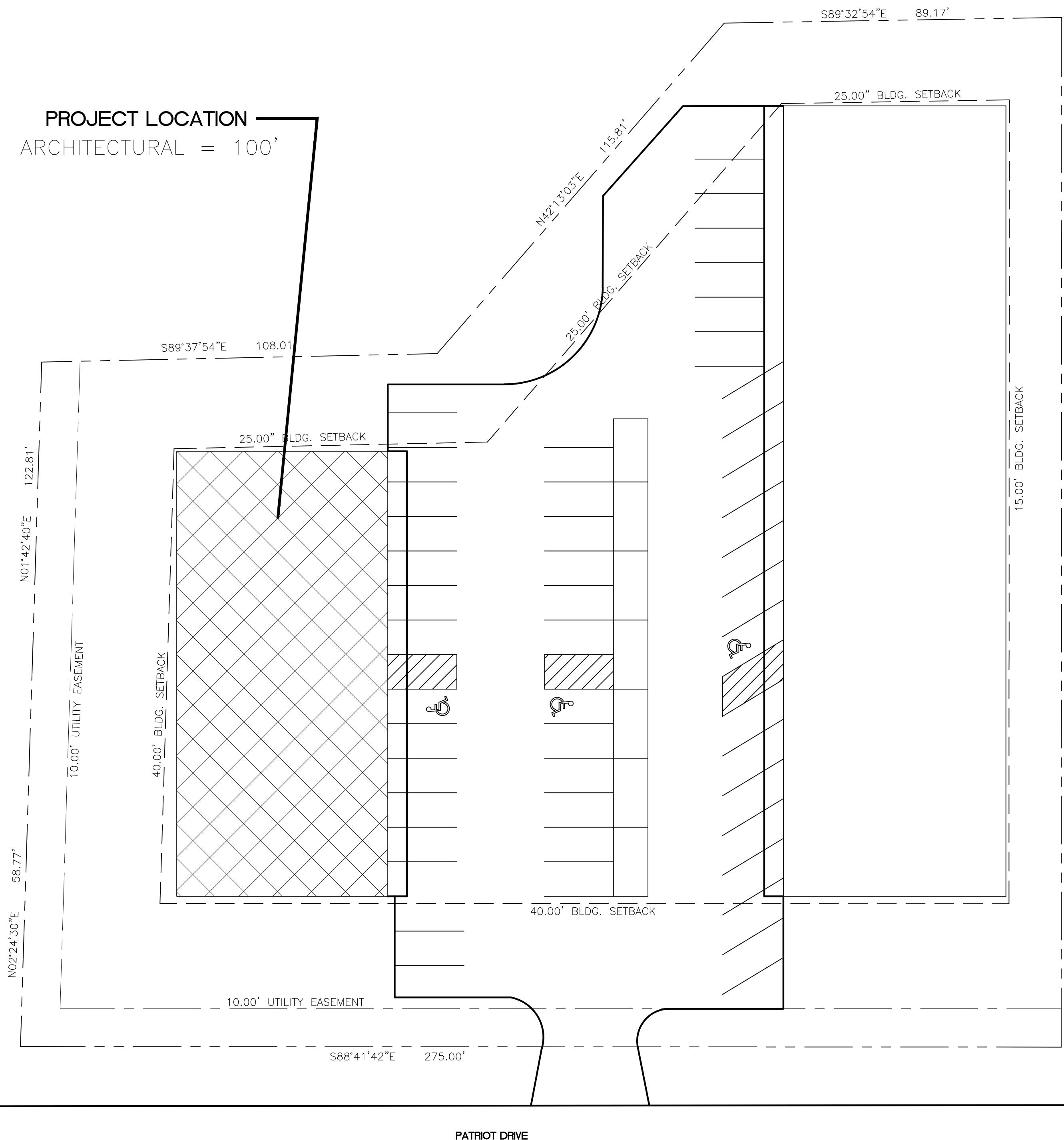
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TS

WANDEBROEK ROAD

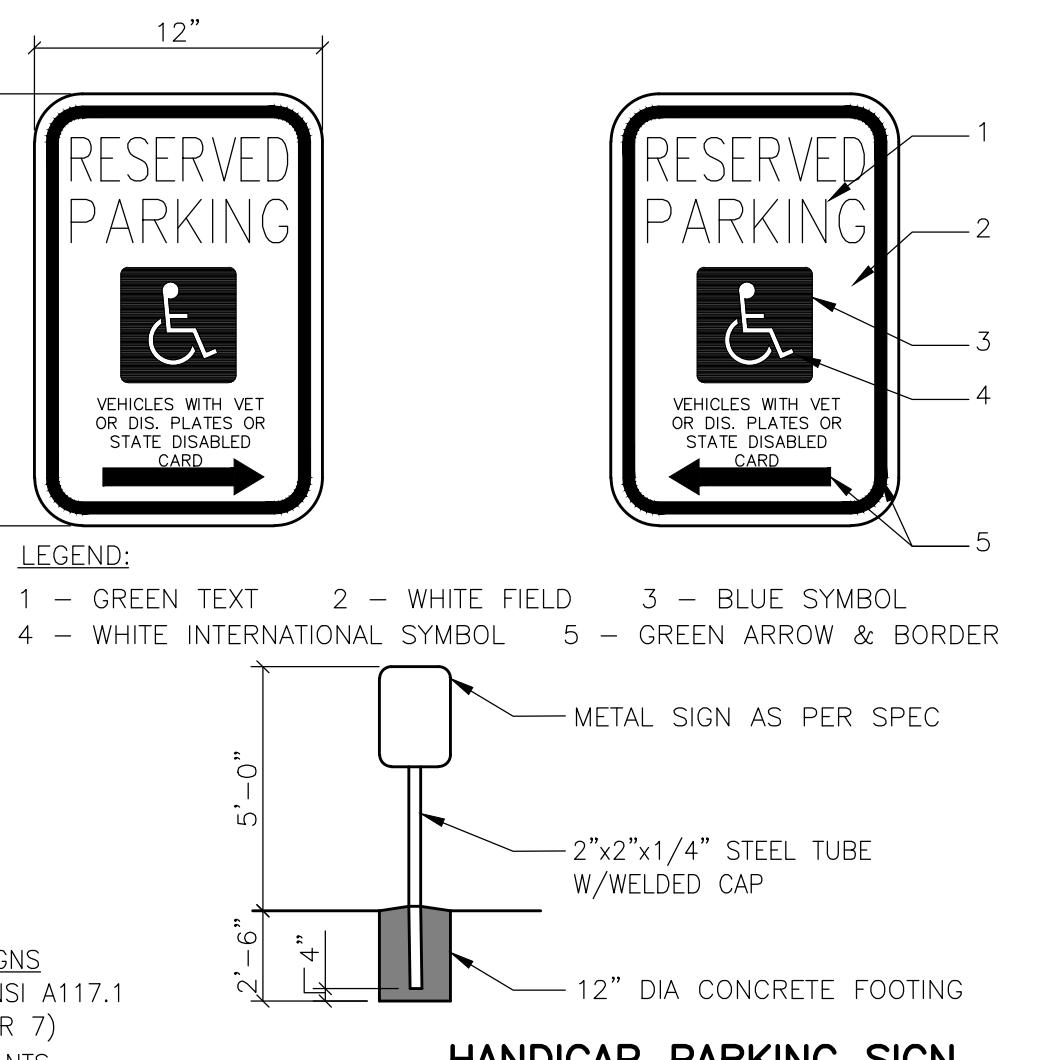
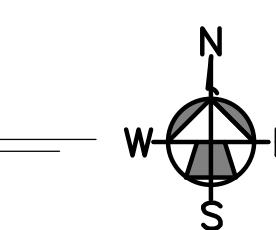
PROJECT LOCATION —

ARCHITECTURAL = 100



SITE PLAN

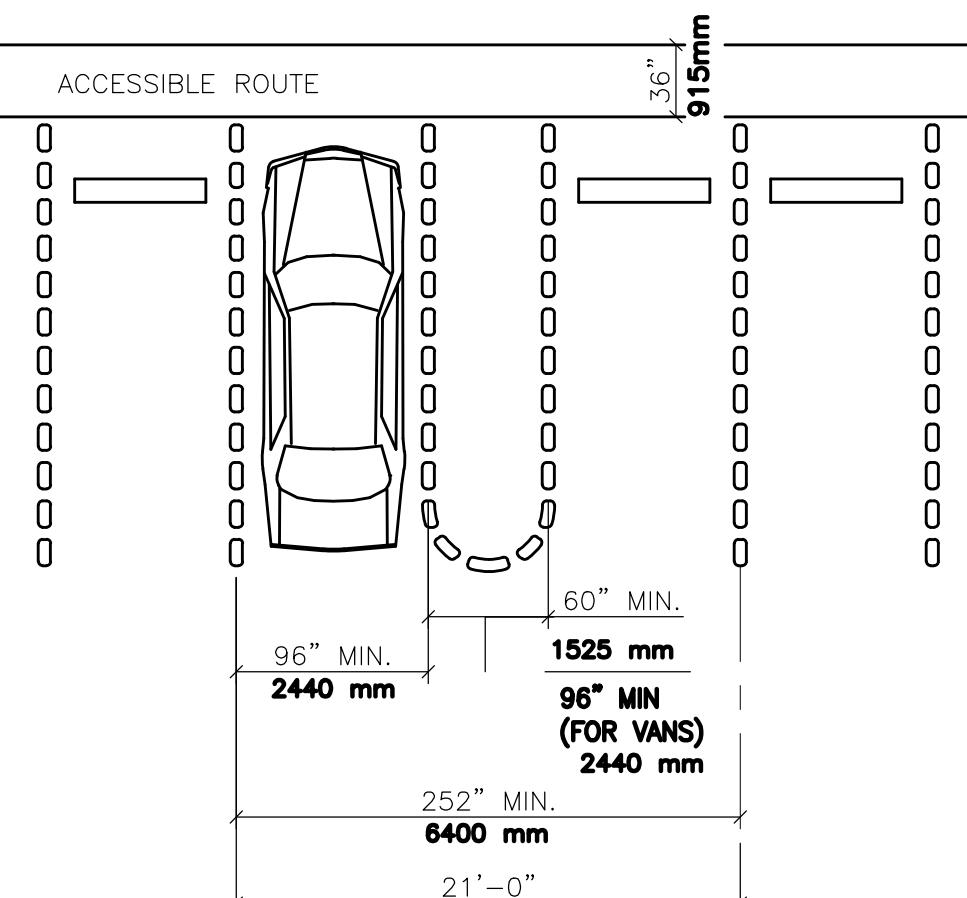
SCALE: 1" = 20'-0"



TYPICAL DIMENSIONS FOR PARKING SPACES

SCALE: 1/8" = 1'-0" ICC/ANSI 502

1 HANDICAP VAN STALL PER
EVERY 8 HANDICAP STALL (1
PER EVERY PARKING LOT)



TYPICAL DIMENSIONS FOR PARKING SPACES

SCALE: 1/8" = 1'-0" ICC/ANSI 502

1 HANDICAP VAN STALL PER
EVERY 8 HANDICAP STALL (1
PER EVERY PARKING LOT)

**PROPOSED NEW FACILITY FOR:
COMPANY NAME
GREEN BAY, WISCONSIN**

A

BAY ARCHITE 3049 RAMADA WAY STE. 125
GREEN BAY, WI 54304

28 / 8888

00/0000

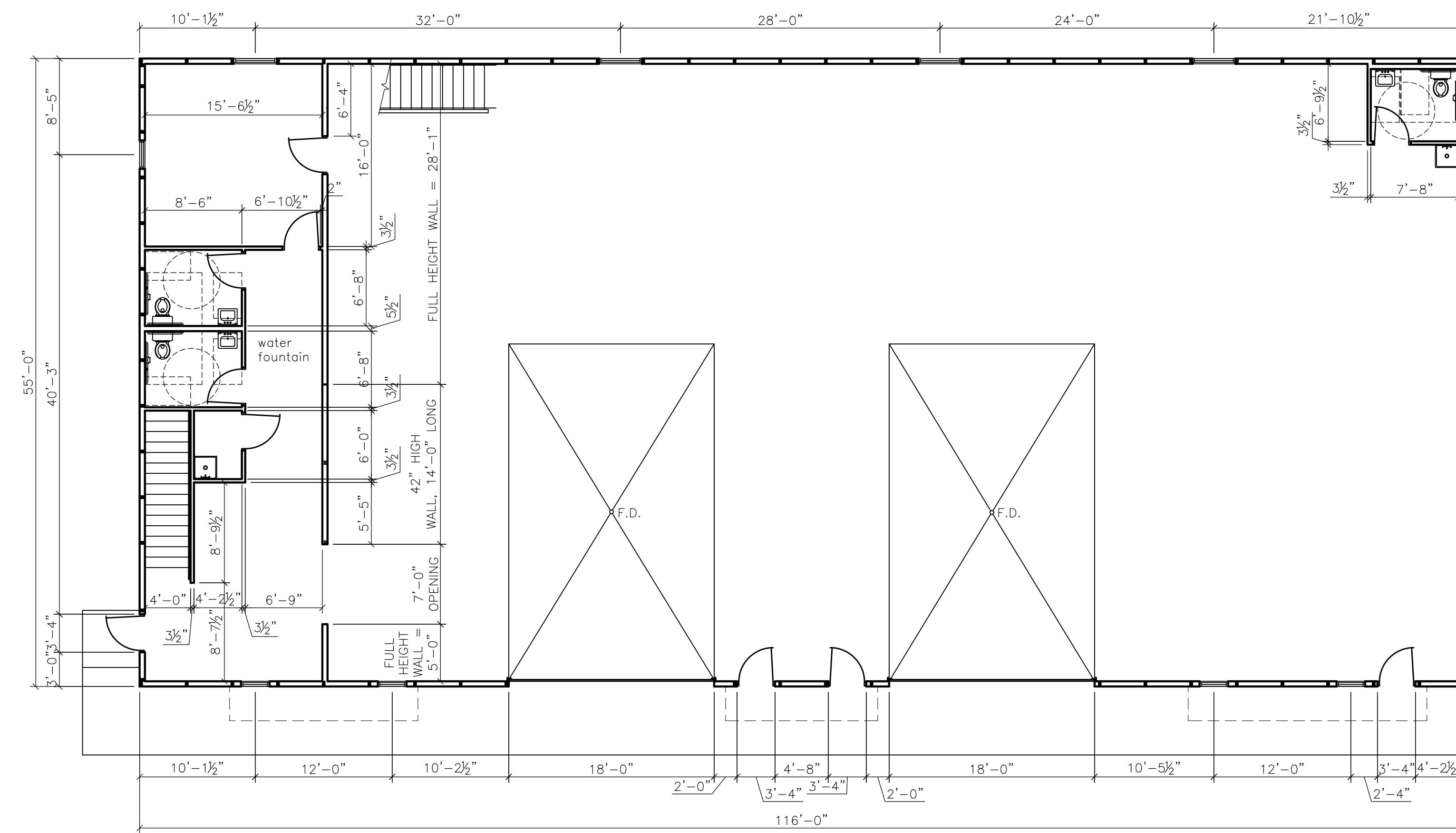
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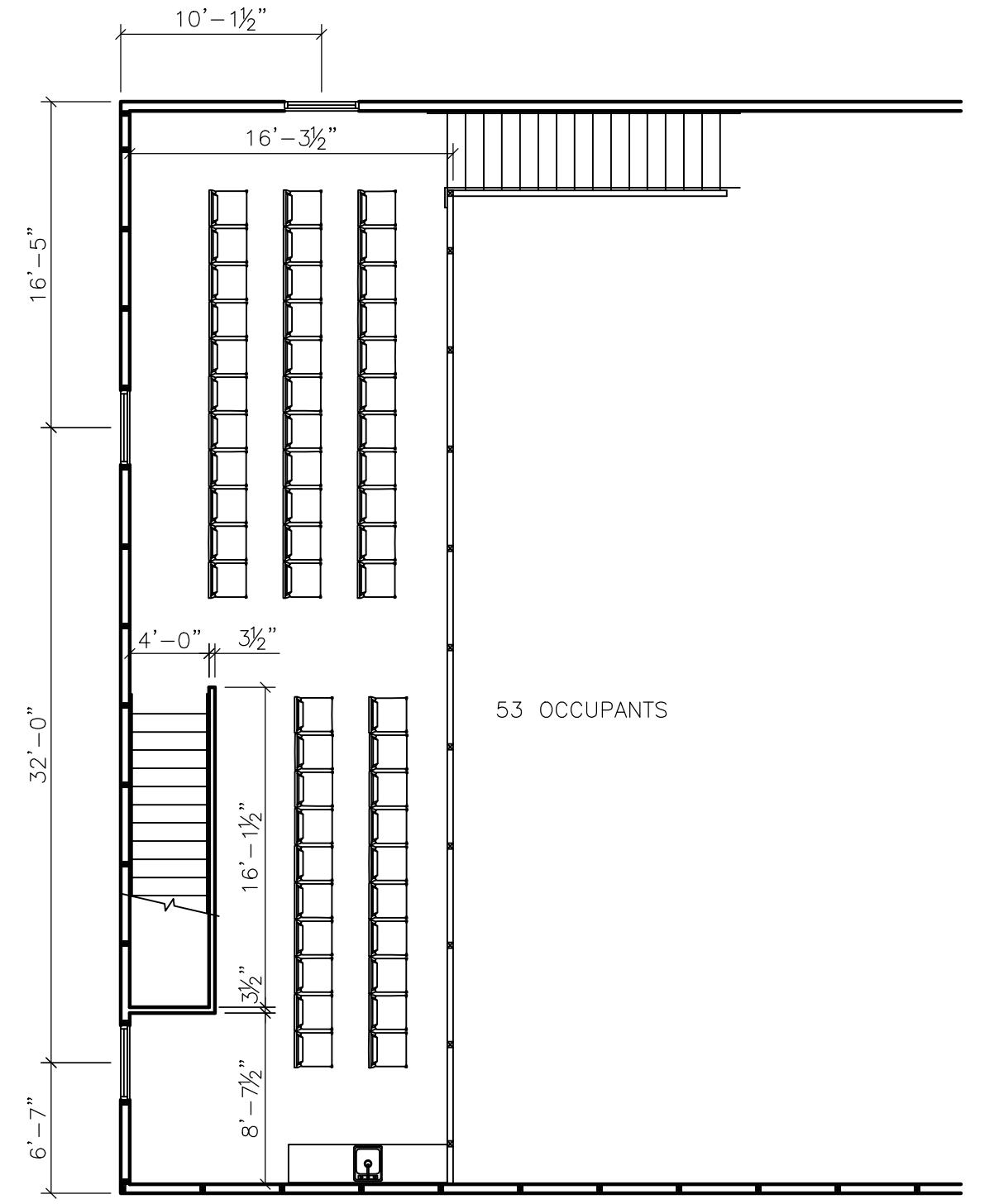
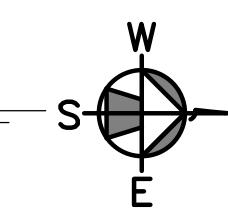
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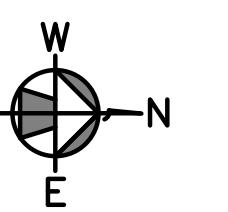
FLOOR PL

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



MEZZANINE PLAN

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



PROPOSED NEW FACILITY FOR: COMPANY NAME

DATE 88/88/8888

JOB NO. 20000

100

A2

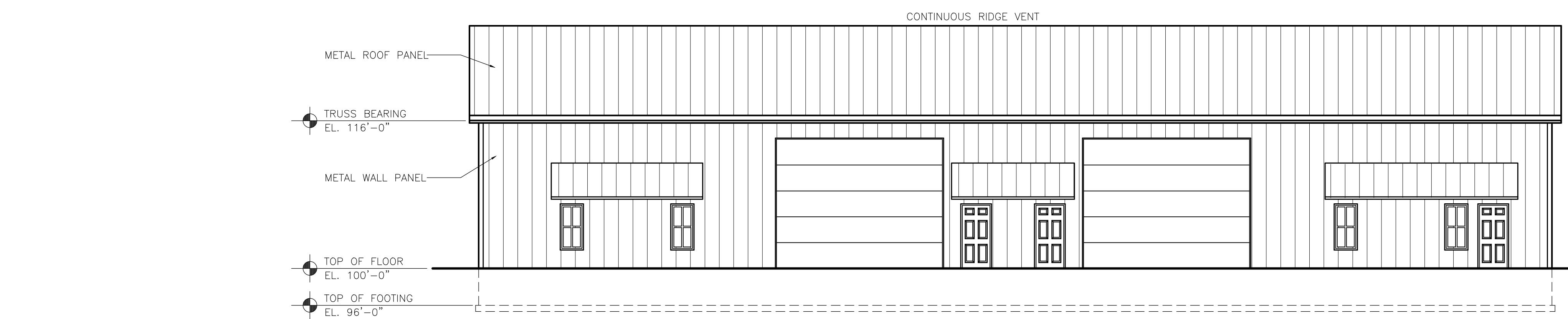
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Digitized by srujanika@gmail.com

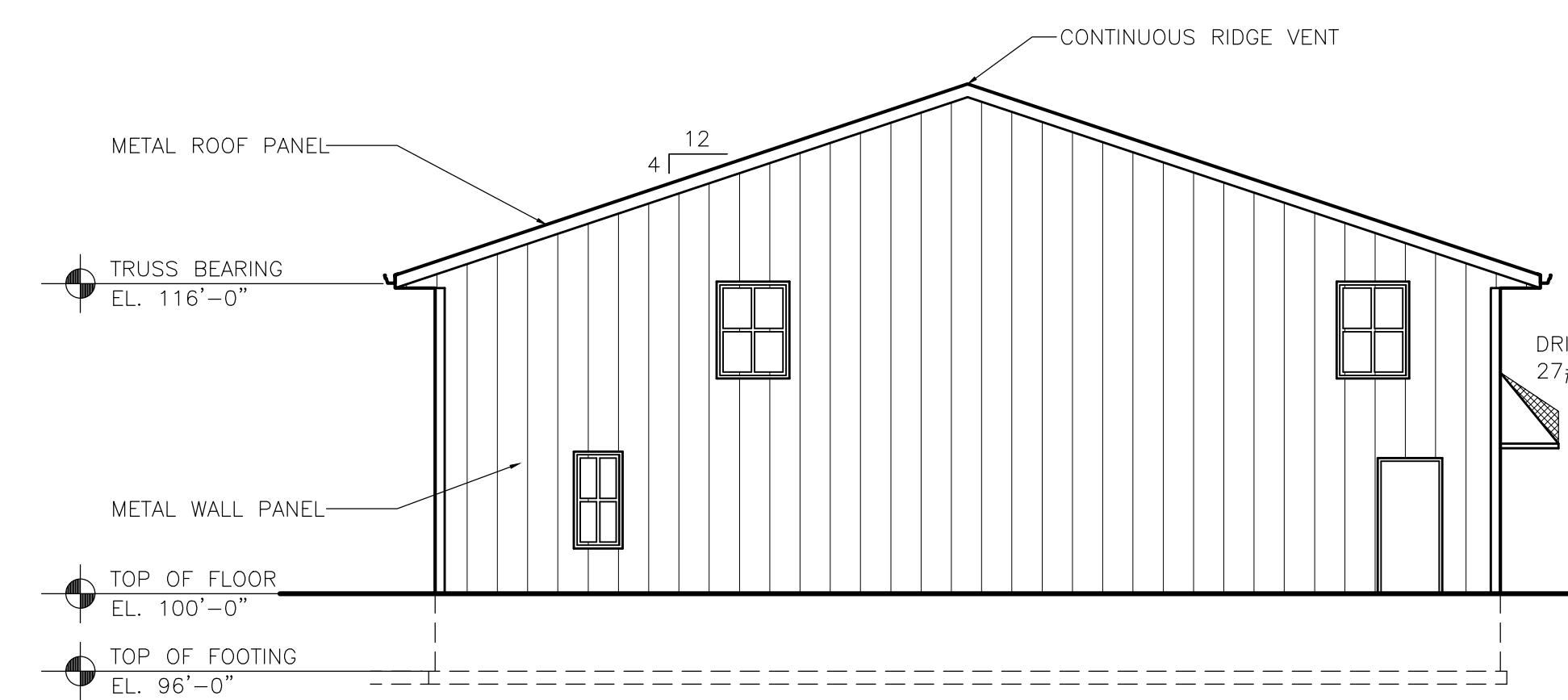
A2

<u>EMERGENCY SYMBOL KEY</u>	
F.E.	
	FIRE EXTINGUISHER
EXIT LITE	
	EXIT LIGHT
	2 HEAD EMERGENCY LIGHT

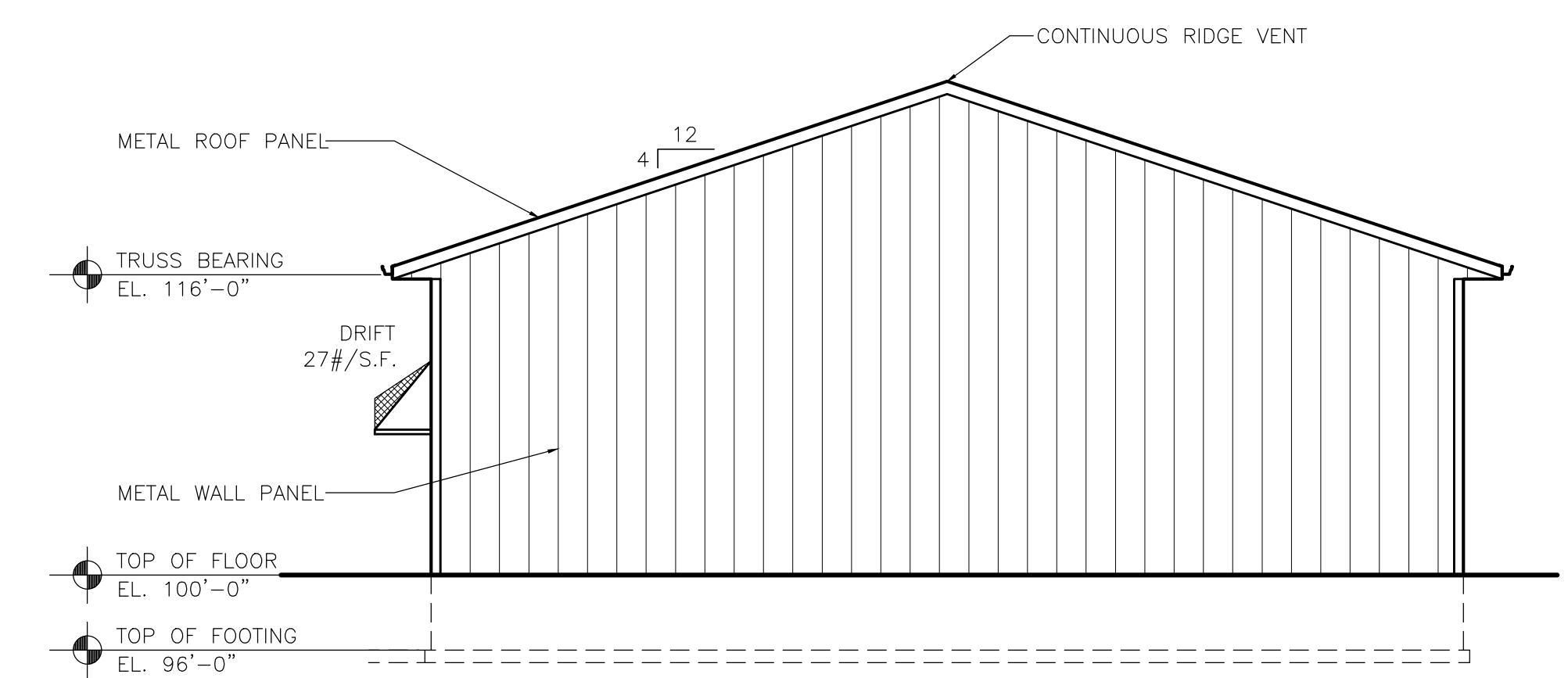
A2



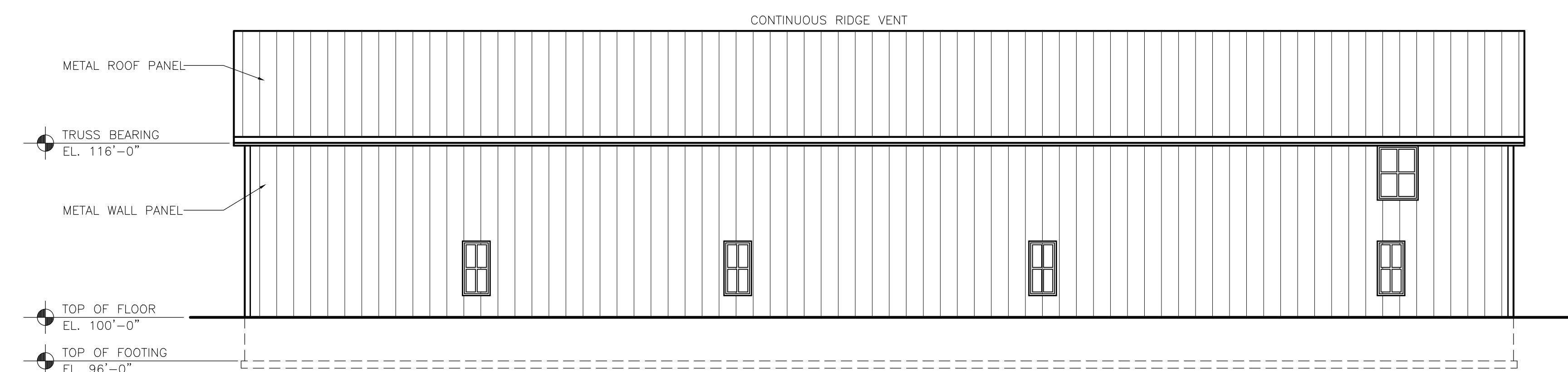
1 EAST ELEVATION
A3 SCALE: 1/8"=1'-0"



2 SOUTH ELEVATION
A3 SCALE: 1/8"=1'-0"



3 NORTH ELEVATION
A3 SCALE: 1/8"=1'-0"



4 WEST ELEVATION
A3 SCALE: 1/8"=1'-0"

PROPOSED NEW FACILITY FOR:
COMPANY NAME
GREEN BAY, WISCONSIN
BAY ARCHITECTS, LLC
3049 RAMADA WAY STE. 125
GREEN BAY, WI 54304
DATE 88/88/8888
JOB NO. 20000

A3

NOTE: ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST CHECK ALL DETAILS & DIMENSIONS AND BE RESPONSIBLE FOR THE SAME

REVISION NO. DATE

PHONE: 920-337-9400

3049 RAMADA WAY STE. 125
GREEN BAY, WI 54304

DATE 88/88/8888

JOB NO. 20000