



## AGENDA

# R EGULAR BOARD MEETING

PLACE: Little Chute Village Hall  
DATE: Wednesday, July 21, 2021  
TIME: 6:00 p.m.

### **Virtually attend the July 21 Regular Board meeting at 6 PM by following the zoom link here:**

Join Zoom Meeting (Please note this is a change from previous Go To Meetings used in past meetings)

<https://zoom.us/j/99294868934>

Meeting ID: 992 9486 8934

+1 312 626 6799 US (Chicago)

Meeting ID: 992 9486 8934

For further details please refer to additional Information immediately following agenda.

### **REGULAR ORDER OF BUSINESS**

- A. Invocation
- B. Roll call of Trustees
- C. Roll call of Officers and Department Heads
- D. Public Appearance for Items Not on the Agenda

#### E. Consent Agenda

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

1. Minutes of the Regular Board Meeting of July 7, 2021
2. Disbursement List

#### F. Other Informational Items—June Fire Monthly Report and June Report

#### G. Public Hearing—Conditional Use Robs Import

#### H. Public Hearing—Hearing Ordinance on Creation of Pine Street Pedestrian Mall

#### I. Discussion/Action—Conditional Use Robs Import

#### J. Action—Adopt Ordinance No. 7, Series of 2021, Pine Street Pedestrian Mall

- K. Discussion/Action—Robs Import Site Plan
- L. Action—Multifunctional Device RFP
- M. Discussion/Possible Action—2021 Budget Adjustment
- N. Department and Officers Progress Reports
- O. Call for Unfinished Business
- P. Items for Future Agenda
- 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 21, 2021



### Information for the Regular Board Meeting – July 21, 2021 – 6:00 PM

The Village of Little Chute is taking precautions related COVID-19 as it relates to Village Board meetings. On March 16<sup>th</sup>, 2020, the Wisconsin Attorney General released guidance for local communities related to Open Meetings and the use of technology while still complying with Wisconsin's Open Meeting laws. You can find Wisconsin Department of Justice guidance here: [DOJ Guidance on Open Meetings](#).

Until further notice, the Village of Little Chute will be providing the following means for residents to interact, engage, and participate in Village Board proceedings. The proceedings of all Village of Little Chute public meetings are recorded and available for review.

1. Virtually attend the July 21st Regular Board Meeting at 6:00 PM by following the link here:  
Join Zoom Meeting  
<https://zoom.us/j/99294868934>  
Meeting ID: 992 9486 8934
2. Call-in Information: United States  
One tap mobile:  
+13126266799,,99294868934#,,,US (Chicago)  
Dial by your location:  
**+1 312 626 6799 US (Chicago)**  
+1 301 715 8592 US (Washington D.C)      +1 929 436 2866 US (New York)  
+1 253 215 8782 US (Tacoma)      +1 346 248 7799 US (Houston)  
+1 669 900 6833 US (San Jose)  
Meeting ID: 967 1297 3507  
Find your local number: <https://zoom.us/u/abGpaew1E>
3. If you are experiencing connectivity issues or have questions on the options above, please contact Laurie Decker at [laurie@littlechutewi.org](mailto:laurie@littlechutewi.org)
4. The Board Room at Village Hall will be open, but board members and staff have the option to attend virtually. We urge residents to participate in our meetings by utilizing the virtual options above.
5. If you have questions or comments regarding the agenda or potential items on the agenda, we urge you to contact Board or staff members regarding your concerns. You can find Board Member contact information here: <http://www.littlechutewi.org/59/Meet-the-Village-Board>
6. If you have questions or comments regarding the agenda and want to contact a Village of Little Chute Department Head, you can find a complete staff directory here: <http://www.littlechutewi.org/directory.aspx>

## MINUTES OF THE REGULAR BOARD MEETING OF JULY 07, 2021

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

### **Roll call of Trustees**

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

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

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

### **Public Appearance for Items Not on the Agenda**

None

### **Consent Agenda**

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

1. Minutes of Regular Board Meeting of June 16, 2021
2. Minutes of Committee of the Whole Meeting of June 23, 2021
3. Special Event Permit for Fox Cities Greenways
4. Special Event Permit for Market on Main
5. Disbursement List

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

Ayes 7, Nays 0 – Motion Carried

### **Action—2022 Budget Guidance**

*Moved by Trustee B. Van Lankveldt, seconded by Trustee Peerenboom to follow the 2022 Budget Guidance as presented*

Ayes 7, Nays 0 – Motion Carried

### **Discussion/Action—Deferred Assessments**

Trustee Hietpas requested that the 1.35 million uncollected debts be added to the minutes. Director Kittel advised that an ordinance amendment will have to be made and this is to get the process started. Director Remiker-DeWall advised that a budget adjustment will be required at some point, and this is necessary to meet the current State Statutes.

*Moved by Trustee Elrick, seconded by Trustee L. Van Lankvelt to Approve the Deferred Assessment as presented.*

Ayes 7, Nays 0 – Motion Carried

**Action—Landfill Siting and Appointments**

*Moved by Trustee Peerenboom, seconded by Trustee Elrick, to Appoint Dave Kittel, Jim Moes, Rob Peterson and Todd Vanderloop to the Landfill Siting Committee*

Ayes 7, Nays 0 – Motion Carried

**Discussion—Ebbin Barn**

Director Kittel advised that there is a barn on the Ebbin property by the water tower that fell over, the family has taken anything they wanted that was of sentimental value and since this is now owned by the Village of Little Chute, we will work with the family and remove from the property.

**Department and Officers Progress Reports**

Departments and Officers provided progress reports to the Board

**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. *Building Inspector*

*Moved by Trustee Elrick, seconded by Trustee Van Deurzen to enter into closed session*

Ayes 7, Nays 0 – Motion Carried

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

*Moved by Trustee Elrick, seconded by Trustee Van Deurzen to enter into closed session*

Ayes 7, Nays 0 – Motion Carried

**Return to Open Session**

*Moved by Trustee Elrick, seconded by Trustee Van Deurzen to exit closed session*

Ayes 7, Nays 0 – Motion Carried

**Action—Development Agreement - Robs Imports**

*Moved by Trustee Elrick, seconded by Trustee B. Van Lankveldt to Approve the Development Agreement for Robs Imports as presented*

Ayes 7, Nays 0 – Motion Carried

**Action—Development Agreement - Better Way Investments-West Evergreen, LLC**

*Moved by Trustee Elrick, seconded by Trustee B. Van Lankveldt to Approve the Development Agreement for Better Way Investments-West Evergreen, LLC as presented*

Ayes 7, Nays 0 – Motion Carried

**Adjournment**

*Moved by Trustee B. Van Lankveldt, seconded by Trustee Van Deurzen to Adjourn the Regular Board Meeting at 6:48 p.m.*

Ayes 7, Nays 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

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

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

Laurie Decker, Village Clerk

## **DISBURSEMENT LIST July 21, 2021**

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|   |                     |
|---|---------------------|
| Payroll & Payroll Liabilities - July 8 , 2021 | <b>\$247,093.45</b> |
| Prepaid Invoices - July 9, 2021               | <b>\$24,538.94</b>  |
| Prepaid Invoices - July 12, 2021              | <b>\$60.00</b>      |
| Prepaid Invoices -July 16, 2021               | <b>\$203,208.58</b> |
| Utility Commission- July 20, 2021-Cancelled   | <b>\$241,245.17</b> |

### **CURRENT ITEMS**

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|  |                     |
|--|---------------------|
| Bills List - July 21, 2021                   | <b>\$67,714.04</b>  |
| <b>Total Payroll, Prepaid &amp; Invoices</b> | <b>\$783,860.18</b> |

The above payments are recommended for approval:

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

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Approved July 21, 2021

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Michael R Vanden Berg, Village President

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Laurie Decker, Clerk

| Invoice   | Type  | Description                               | Total Cost      | Terms | 1099 | Period | GL Account    |
|---|-------|---|-----------------|-------|------|--------|---------------|
| <b>2021 UTILITY REFUNDS (5169)</b>                  |       |   |                 |       |      |        |               |
| 171093603   | Invoi | OVERPAYMENT REFUND ACCT #1-710936-03      | 57.89           | Open  | Non  | 07/21  | 001-15000     |
| <b>Total 2021 UTILITY REFUNDS (5169):</b>           |       |   |                 |       |      |        |               |
|   |       |   | <b>57.89</b>    |       |      |        |               |
| <b>AMPLITEL TECHNOLOGIES (4637)</b>                 |       |   |                 |       |      |        |               |
| 17865   | Invoi | MONTHLY BACK-UP, MANAGED SERVICES, OFFICE | 3,825.00        | Open  | Non  | 07/21  | 207-52120-204 |
| 17865   | Invoi | MULTI-FACTOR AUTHENTICATION FROM DUO      | 3.50            | Open  | Non  | 07/21  | 207-52120-204 |
| 17865   | Invoi | MONTHLY ANTIVIRUS, DROPSUITE-JULY         | 326.50          | Open  | Non  | 07/21  | 207-52120-240 |
| <b>Total AMPLITEL TECHNOLOGIES (4637):</b>          |       |   |                 |       |      |        |               |
|   |       |   | <b>4,155.00</b> |       |      |        |               |
| <b>AT &amp; T (5080)</b>                            |       |   |                 |       |      |        |               |
| 287294953059  | 07/2  | Invoi MAY/JUN SERVICE                     | 239.60          | Open  | Non  | 07/21  | 101-52200-203 |
| <b>Total AT &amp; T (5080):</b>                     |       |   |                 |       |      |        |               |
|   |       |   | <b>239.60</b>   |       |      |        |               |
| <b>AT&amp;T LONG DISTANCE (2751)</b>                |       |   |                 |       |      |        |               |
| 07/21 845626857                                     | Invoi | MAY/JUN CHARGES                           | 1.00            | Open  | Non  | 07/21  | 101-51650-203 |
| 07/21 845626857                                     | Invoi | MAY/JUN CHARGES                           | .22             | Open  | Non  | 07/21  | 207-52120-203 |
| 07/21 845626857                                     | Invoi | MAY/JUN CHARGES                           | 2.08            | Open  | Non  | 07/21  | 620-53924-203 |
| <b>Total AT&amp;T LONG DISTANCE (2751):</b>         |       |   |                 |       |      |        |               |
|   |       |   | <b>3.30</b>     |       |      |        |               |
| <b>DAMAGE PREVENTION SERVICES (4068)</b>            |       |   |                 |       |      |        |               |
| 3514  | Invoi | JUNE LOCATES                              | 22.00           | Open  | Non  | 06/21  | 101-53300-209 |
| 3514  | Invoi | JUNE LOCATES                              | 880.00          | Open  | Non  | 06/21  | 610-53612-209 |
| 3514  | Invoi | JUNE LOCATES                              | 1,504.50        | Open  | Non  | 06/21  | 620-53644-209 |
| 3514  | Invoi | JUNE LOCATES                              | 1,001.00        | Open  | Non  | 06/21  | 630-53442-209 |
| <b>Total DAMAGE PREVENTION SERVICES (4068):</b>     |       |   |                 |       |      |        |               |
|   |       |   | <b>3,407.50</b> |       |      |        |               |
| <b>EHLERS INVESTMENT PARTNERS LLC (1425)</b>        |       |   |                 |       |      |        |               |
| JUNE 2021   | Invoi | JUNE INVESTMENT MANAGEMENT                | 227.51          | Open  | Non  | 06/21  | 610-53614-229 |
| JUNE 2021   | Invoi | JUNE INVESTMENT MANAGEMENT                | 113.76          | Open  | Non  | 06/21  | 620-53924-229 |
| JUNE 2021   | Invoi | JUNE INVESTMENT MANAGEMENT                | 409.51          | Open  | Non  | 06/21  | 630-53444-229 |
| JUNE 2021   | Invoi | JUNE INVESTMENT MANAGEMENT                | 170.63          | Open  | Non  | 06/21  | 300-57331-229 |
| JUNE 2021   | Invoi | JUNE INVESTMENT MANAGEMENT                | 216.12          | Open  | Non  | 06/21  | 101-51780-229 |
| <b>Total EHLERS INVESTMENT PARTNERS LLC (1425):</b> |       |   |                 |       |      |        |               |
|   |       |   | <b>1,137.53</b> |       |      |        |               |
| <b>FIRE ENGINEERING (1284)</b>                      |       |   |                 |       |      |        |               |
| 063021  | Invoi | 1 YEAR SUBSCRIPTION                       | 34.95           | Open  | Non  | 06/21  | 101-52200-208 |
| <b>Total FIRE ENGINEERING (1284):</b>               |       |   |                 |       |      |        |               |
|   |       |   | <b>34.95</b>    |       |      |        |               |
| <b>FOX VALLEY HUMANE ASSOCIATION (971)</b>          |       |   |                 |       |      |        |               |
| 5125  | Invoi | APR HANDLE FEES                           | 160.00          | Open  | Non  | 06/21  | 207-52120-204 |
| <b>Total FOX VALLEY HUMANE ASSOCIATION (971):</b>   |       |   |                 |       |      |        |               |
|   |       |   | <b>160.00</b>   |       |      |        |               |
| <b>FOX VALLEY TECHNICAL COLLEGE (1775)</b>          |       |   |                 |       |      |        |               |
| EC69152   | Invoi | FACILITY RENTAL-INDOOR RANGE              | 750.00          | Open  | Non  | 06/21  | 207-52120-201 |
| <b>Total FOX VALLEY TECHNICAL COLLEGE (1775):</b>   |       |   |                 |       |      |        |               |
|   |       |   | <b>750.00</b>   |       |      |        |               |

| Invoice  | Type  | Description                            | Total Cost    | Terms | 1099 | Period | GL Account    |
|--|-------|--|---------------|-------|------|--------|---------------|
| <b>GFC LEASING - WI (4989)</b>                         |       |  |               |       |      |        |               |
| 13381214   | Invoi | GFC LEASING COPIER OVERAGE CHARGES     | 26.31         | Open  | Non  | 07/21  | 101-53310-207 |
| <b>Total GFC LEASING - WI (4989):</b>                  |       |  |               |       |      |        |               |
|  |       |  | <b>26.31</b>  |       |      |        |               |
| <b>KIESLER'S POLICE SUPPLY INC (4215)</b>              |       |  |               |       |      |        |               |
| 145893   | Invoi | AMMUNITION                             | 264.59        | Open  | Non  | 06/21  | 207-52120-223 |
| <b>Total KIESLER'S POLICE SUPPLY INC (4215):</b>       |       |  |               |       |      |        |               |
|  |       |  | <b>264.59</b> |       |      |        |               |
| <b>LINDNER ACE HARDWARE LITTLE CHUTE (4702)</b>        |       |  |               |       |      |        |               |
| 269940-325001  | Invoi | SAW BLADES                             | 55.96         | Open  | Non  | 06/21  | 206-55110-306 |
| 269960-325001  | Invoi | PARTS FOR VAN LIESHOUT IRRIGATION      | 7.16          | Open  | Non  | 06/21  | 101-55200-242 |
| 269961-325001  | Invoi | DRILL BITS                             | 44.41         | Open  | Non  | 06/21  | 610-53614-218 |
| 269964-325001  | Invoi | PARTS FOR VAN LIESHOUT IRRIGATION      | 4.97          | Open  | Non  | 06/21  | 101-55200-242 |
| 269979-325003  | Invoi | PARTS FOR WATER DEPT                   | 34.93         | Open  | Non  | 06/21  | 620-53624-255 |
| 269989-325001  | Invoi | PARTS FOR VAN LIESHOUT IRRIGATION      | 3.58          | Open  | Non  | 06/21  | 101-55200-242 |
| 269993-325003  | Invoi | AIR COUPLER                            | 13.18         | Open  | Non  | 06/21  | 620-53634-255 |
| 270001-325001  | Invoi | BULBS & CONTROL FOR DOYLE LIGHTS       | 24.98         | Open  | Non  | 06/21  | 101-55200-242 |
| 270004-325003  | Invoi | AIR PLUG & COUPLER                     | 12.78         | Open  | Non  | 06/21  | 620-53634-255 |
| 270015-325001  | Invoi | CONTROL UNIT FOR DOYLE LIGHTS          | 16.99         | Open  | Non  | 06/21  | 101-55200-242 |
| 270019-325001  | Invoi | PROPANE                                | 26.73         | Open  | Non  | 06/21  | 101-53330-217 |
| 270054-325001  | Invoi | PARTS FOR DOYLE LIGHTS                 | 9.98          | Open  | Non  | 06/21  | 101-55200-242 |
| 270056-325001  | Invoi | PVC PIPE                               | 20.24         | Open  | Non  | 06/21  | 101-55200-218 |
| 270059-325001  | Invoi | HINGE                                  | 9.58          | Open  | Non  | 06/21  | 101-53300-218 |
| 270101-325001  | Invoi | RECEPTACLE FOR DOYLE LIGHTS            | 59.97         | Open  | Non  | 06/21  | 101-55200-242 |
| 270120-325001  | Invoi | PAINTING ITEMS FOR POOL DECK           | 70.13         | Open  | Non  | 06/21  | 204-55420-218 |
| 270127-325001  | Invoi | SIDING REMOVAL TOOL                    | 8.59          | Open  | Non  | 06/21  | 101-55200-221 |
| 270202-325001  | Invoi | NYLON ROPE & UTILITY KNIFE             | 19.58         | Open  | Non  | 06/21  | 101-53300-216 |
| 270221-325001  | Invoi | SLEDGE HAMMER                          | 14.99         | Open  | Non  | 06/21  | 101-55200-221 |
| 270224-325001  | Invoi | KEYS CUT                               | 5.97          | Open  | Non  | 06/21  | 101-55300-218 |
| 270230-325001  | Invoi | BATTERIES FOR TICKET BOOTHS            | 34.35         | Open  | Non  | 06/21  | 101-55300-233 |
| 270257-325001  | Invoi | TORCH KIT                              | 49.99         | Open  | Non  | 06/21  | 204-55420-218 |
| 270358-325001  | Invoi | SUPERGLUE AND TAPE                     | 10.78         | Open  | Non  | 06/21  | 207-52120-218 |
| 270412-325001  | Invoi | P-TRAP FOR WATER FOUNTAIN              | 5.99          | Open  | Non  | 06/21  | 101-55200-242 |
| 270417-325001  | Invoi | FLEX TUBE FOR WATER FOUNTAIN           | 9.99          | Open  | Non  | 06/21  | 101-55200-242 |
| 270424-325001  | Invoi | HAMMER DRILL BIT                       | 13.99         | Open  | Non  | 06/21  | 101-55200-221 |
| CM270009-325003  | Invoi | RETURNED MERCHANDISE                   | 9.99-         | Open  | Non  | 06/21  | 620-53634-255 |
| CM270435-325001  | Invoi | RETURNED MERCHANDISE                   | 13.99-        | Open  | Non  | 06/21  | 101-55200-221 |
| <b>Total LINDNER ACE HARDWARE LITTLE CHUTE (4702):</b> |       |  |               |       |      |        |               |
|  |       |  | <b>565.81</b> |       |      |        |               |
| <b>MARCO INC (3910)</b>                                |       |  |               |       |      |        |               |
| 29553271   | Invoi | MONTHLY COPIER LEASE-1493357-JUNE 2021 | 306.85        | Open  | Non  | 06/21  | 207-52120-207 |
| <b>Total MARCO INC (3910):</b>                         |       |  |               |       |      |        |               |
|  |       |  | <b>306.85</b> |       |      |        |               |
| <b>MATTHEWS TIRE &amp; SERVICE CENTER (768)</b>        |       |  |               |       |      |        |               |
| 78432  | Invoi | FLAT REPAIR-UNIT 3622                  | 38.45         | Open  | Non  | 06/21  | 101-52200-205 |
| <b>Total MATTHEWS TIRE &amp; SERVICE CENTER (768):</b> |       |  |               |       |      |        |               |
|  |       |  | <b>38.45</b>  |       |      |        |               |
| <b>MIDWEST SALT LLC (5001)</b>                         |       |  |               |       |      |        |               |
| P457759  | Invoi | INDUSTRIAL SOUTHERN COARSE SALT        | 2,985.00      | Open  | Non  | 06/21  | 620-53634-224 |
| P457777  | Invoi | INDUSTRIAL SOUTHERN COARSE SALT        | 2,958.75      | Open  | Non  | 06/21  | 620-53634-224 |
| P457865  | Invoi | INDUSTRIAL SOUTHERN COARSE SALT        | 2,917.50      | Open  | Non  | 06/21  | 620-53634-224 |

| Invoice           | Type  | Description                                 | Total Cost | Terms | 1099 | Period | GL Account    |
|-------------------|-------|---|------------|-------|------|--------|---------------|
|                   |       | Total MIDWEST SALT LLC (5001):              | 8,861.25   |       |      |        |               |
|                   |       | NEWS PUBLISHING CO INC (857)                |            |       |      |        |               |
| 515898            | Invoi | VILLAGE MARKET AD                           | 41.40      | Open  | Non  | 06/21  | 101-55300-232 |
| 516558            | Invoi | VILLAGE MARKET AD                           | 41.40      | Open  | Non  | 06/21  | 101-55300-232 |
| 516605            | Invoi | EMPLOYMENT AD FOR PARK REC FOREMAN          | 126.40     | Open  | Non  | 06/21  | 101-55200-227 |
| 516606            | Invoi | LIQUOR LICENSE PUBLICATION                  | 153.68     | Open  | Non  | 06/21  | 101-51440-227 |
| 517022            | Invoi | VILLAGE MARKET AD                           | 41.40      | Open  | Non  | 06/21  | 101-55300-232 |
| 517991            | Invoi | SHOP DINE & PLAY AD                         | 50.00      | Open  | Non  | 06/21  | 206-55110-225 |
| 517998            | Invoi | VILLAGE MARKET AD                           | 41.40      | Open  | Non  | 06/21  | 101-55300-232 |
| 518031            | Invoi | AUCTION                                     | 144.90     | Open  | Non  | 06/21  | 101-51440-227 |
| 518739            | Invoi | VILLAGE MARKET AD                           | 41.40      | Open  | Non  | 06/21  | 101-55300-232 |
|                   |       | Total NEWS PUBLISHING CO INC (857):         | 681.98     |       |      |        |               |
|                   |       | REINDERS INC (1006)                         |            |       |      |        |               |
| 2696777           | Invoi | LAWN SEED MIX                               | 19.63      | Open  | Non  | 06/21  | 101-53300-218 |
| 2696777           | Invoi | LAWN SEED MIX                               | 19.63      | Open  | Non  | 06/21  | 101-55200-215 |
| 2696777           | Invoi | LAWN SEED MIX                               | 39.24      | Open  | Non  | 06/21  | 101-55440-215 |
|                   |       | Total REINDERS INC (1006):                  | 78.50      |       |      |        |               |
|                   |       | RIVERSIDE BY REYNEBEAU FLORAL (322)         |            |       |      |        |               |
| 159678/1          | Invoi | FLOWERS FOR PLANTERS ON PLAZA               | 651.00     | Open  | Non  | 06/21  | 101-51960-215 |
| 159806/1          | Invoi | FLOWERS FOR HEESAKKER PARK PLANTERS         | 300.00     | Open  | Non  | 06/21  | 101-55200-215 |
|                   |       | Total RIVERSIDE BY REYNEBEAU FLORAL (322):  | 951.00     |       |      |        |               |
|                   |       | STAPLES ADVANTAGE (3472)                    |            |       |      |        |               |
| 3479954043        | Invoi | OFFICE SUPPLIES/COPY PAPER                  | 90.40      | Open  | Non  | 06/21  | 207-52120-206 |
| 3479954043        | Invoi | USB HUB FOR SQUAD                           | 12.60      | Open  | Non  | 06/21  | 207-52120-218 |
|                   |       | Total STAPLES ADVANTAGE (3472):             | 103.00     |       |      |        |               |
|                   |       | THE POLICE AND SHERIFFS PRESS (4877)        |            |       |      |        |               |
| 149148            | Invoi | RETIREMENT ID-STEIDL                        | 17.55      | Open  | Non  | 06/21  | 207-52120-212 |
|                   |       | Total THE POLICE AND SHERIFFS PRESS (4877): | 17.55      |       |      |        |               |
|                   |       | TIME WARNER CABLE (89)                      |            |       |      |        |               |
| 06/21 70590040100 | Invoi | JUNE/JULY SERVICE                           | 65.89      | Open  | Non  | 06/21  | 101-52200-203 |
| 06/21 71391120150 | Invoi | JUNE/JULY SERVICE                           | 219.99     | Open  | Non  | 06/21  | 207-52120-203 |
|                   |       | Total TIME WARNER CABLE (89):               | 285.88     |       |      |        |               |
|                   |       | ULTIMATE SAFETY CONCEPTS INC (5240)         |            |       |      |        |               |
| 195150            | Invoi | SINGLE GAS PUMPED CGI DETECTOR              | 2,278.00   | Open  | Non  | 06/21  | 101-52200-213 |
|                   |       | Total ULTIMATE SAFETY CONCEPTS INC (5240):  | 2,278.00   |       |      |        |               |
|                   |       | VILLAGE OF KIMBERLY (998)                   |            |       |      |        |               |
| BE712143-5        | Invoi | TWO CITATIONS PAID TO VLC IN ERROR          | 134.00     | Open  | Non  | 07/21  | 101-35101     |
|                   |       | Total VILLAGE OF KIMBERLY (998):            | 134.00     |       |      |        |               |

| Invoice       | Type | Description | Total Cost       | Terms | 1099 | Period | GL Account |
|---------------|------|-------------|------------------|-------|------|--------|------------|
| Grand Totals: |      |             | <u>24,538.94</u> |       |      |        |            |

## Report GL Period Summary

Vendor number hash: 211829  
Vendor number hash - split: 249993  
Total number of invoices: 62  
Total number of transactions: 76

| Terms Description | Invoice Amount   | Net Invoice Amount |
|-------------------|------------------|--------------------|
| Open Terms        | 24,538.94        | 24,538.94          |
| Grand Totals:     | <u>24,538.94</u> | <u>24,538.94</u>   |

| Invoice  | Type  | Description    | Total Cost | Terms | 1099 | Period | GL Account    |
|--|-------|----------------|------------|-------|------|--------|---------------|
| FIRST AMERICAN TITLE INSURANCE COMPANY (4695)        |       |                |            |       |      |        |               |
| 071221   | Invoi | RECORDING FEES | 60.00      | Open  | Non  | 07/21  | 414-57400-262 |
| Total FIRST AMERICAN TITLE INSURANCE COMPANY (4695): |       |                | 60.00      |       |      |        |               |
| Grand Totals:  |       |                | 60.00      |       |      |        |               |

## Report GL Period Summary

Vendor number hash: 4695  
 Vendor number hash - split: 4695  
 Total number of invoices: 1  
 Total number of transactions: 1

| Terms Description | Invoice Amount | Net Invoice Amount |
|-------------------|----------------|--------------------|
| Open Terms        | 60.00          | 60.00              |
| Grand Totals:     | 60.00          | 60.00              |

## Report Criteria:

Invoice Detail.Voided = {=} FALSE

| Invoice                                  | Description                           | Total Cost | Period | GL Account    |
|--|---------------------------------------|------------|--------|---------------|
| AIRGAS USA LLC<br>9980510272             | CYLINDER RENTALS                      | 59.03      | 07/21  | 101-53330-218 |
| Total AIRGAS USA LLC:                    |                                       | 59.03      |        |               |
| AMBROSIUS, WILLIE<br>07/01/21 - 07/08/21 | MEN'S SOFTBALL SUPERVISOR             | 30.00      | 07/21  | 101-55300-111 |
| 07/01/21 - 07/08/21                      | MEN'S SOFTBALL UMPIRE                 | 156.00     | 07/21  | 101-55300-111 |
| Total AMBROSIUS, WILLIE:                 |                                       | 186.00     |        |               |
| AMPLITEL TECHNOLOGIES<br>17987           | FORTIGATE MAINTENANCE RENEWAL         | 1,911.00   | 07/21  | 404-57190-208 |
| Total AMPLITEL TECHNOLOGIES:             |                                       | 1,911.00   |        |               |
| APPLETON TROPHY & ENGRAVING<br>28494     | METAL NAMETAGS                        | 24.00      | 06/21  | 207-52120-212 |
| Total APPLETON TROPHY & ENGRAVING:       |                                       | 24.00      |        |               |
| AUTOMATED COMFORT CONTROLS<br>29210      | PREVENTATIVE MAINTENANCE PERFORMED AT | 1,193.23   | 06/21  | 207-52120-243 |
| Total AUTOMATED COMFORT CONTROLS:        |                                       | 1,193.23   |        |               |
| AUTOMOTIVE SUPPLY CO<br>60908074         | AIR CHUCK WITH CLIP                   | 12.74      | 06/21  | 101-53330-218 |
| 60908110                                 | TIRE AIR COMPRESSOR                   | 15.98      | 06/21  | 101-53330-218 |
| 60908350                                 | OIL FILTERS                           | 26.52      | 07/21  | 101-53330-218 |
| 60908688                                 | BELT #23                              | 14.75      | 07/21  | 101-53330-225 |
| 60908709                                 | RADIAL SEAL OUTER AIR ELEMENT         | 14.28      | 07/21  | 101-53330-218 |
| 60909071                                 | LIGHT BULB #1                         | 16.45      | 07/21  | 101-53330-225 |
| 60909071                                 | EPOXY                                 | 20.20      | 07/21  | 101-53330-218 |
| CM213622                                 | RETURNED MERCHANDISE                  | 12.74-     | 06/21  | 101-53330-218 |
| Total AUTOMOTIVE SUPPLY CO:              |                                       | 108.18     |        |               |
| BAKER & TAYLOR<br>2036081148             | BOOKS                                 | 13.83      | 07/21  | 206-55110-206 |
| Total BAKER & TAYLOR:                    |                                       | 13.83      |        |               |
| BAY VERTE MACHINERY INC<br>433828        | THREE TRIMMERS & TRIMMER LINE         | 277.98     | 07/21  | 101-55200-221 |
| 433828                                   | THREE TRIMMERS & TRIMMER LINE         | 277.99     | 07/21  | 101-53300-221 |
| 433828                                   | THREE TRIMMERS & TRIMMER LINE         | 277.98     | 07/21  | 101-55440-221 |
| Total BAY VERTE MACHINERY INC:           |                                       | 833.95     |        |               |
| BBC SCIENCE FOCUS<br>2510816             | MAGAZINE SUBSCRIPTION                 | 42.99      | 07/21  | 206-55110-207 |

| Invoice   | Description                                 | Total Cost      | Period | GL Account    |
|---|---|-----------------|--------|---------------|
|   | <b>Total BBC SCIENCE FOCUS:</b>             | <b>42.99</b>    |        |               |
| BETTER HOMES & GARDENS                            |   |                 |        |               |
| 071221 MAGAZINE SUBSCRIPTION                      |   | 11.00           | 07/21  | 206-55110-207 |
|   | <b>Total BETTER HOMES &amp; GARDENS:</b>    | <b>11.00</b>    |        |               |
| CARRICO AQUATIC RESOURCES INC                     |   |                 |        |               |
| 20213499 SUMMER WATER MGMT AGREEMENT 2021-PYMT    |   | 2,425.00        | 07/21  | 204-55420-225 |
|   | <b>Total CARRICO AQUATIC RESOURCES INC:</b> | <b>2,425.00</b> |        |               |
| DIGGERS HOTLINE INC                               |   |                 |        |               |
| 210659201 PP2 2ND PREPAYMENT 2021                 |   | 586.66          | 07/21  | 610-53612-209 |
| 210659201 PP2 2ND PREPAYMENT 2021                 |   | 586.67          | 07/21  | 620-53644-209 |
| 210659201 PP2 2ND PREPAYMENT 2021                 |   | 586.67          | 07/21  | 630-53442-209 |
|   | <b>Total DIGGERS HOTLINE INC:</b>           | <b>1,760.00</b> |        |               |
| DIONNE, NATHALIE                                  |   |                 |        |               |
| HEESAKKER 07/11 SECURITY DEPOSIT REFUND           |   | 20.00           | 07/21  | 101-21235     |
|   | <b>Total DIONNE, NATHALIE:</b>              | <b>20.00</b>    |        |               |
| DODGE, LEEANDRA                                   |   |                 |        |               |
| 07/10/21 SECURITY DEPOSIT REFUND                  |   | 100.00          | 07/21  | 208-21235     |
|   | <b>Total DODGE, LEEANDRA:</b>               | <b>100.00</b>   |        |               |
| ELLIOTT, HEATHER                                  |   |                 |        |               |
| POOL RENTAL REFUND PRIVATE POOL RENTAL FEE        |   | 100.00          | 07/21  | 204-34421     |
|   | <b>Total ELLIOTT, HEATHER:</b>              | <b>100.00</b>   |        |               |
| FEHR GRAHAM ENGINEERING &                         |   |                 |        |               |
| 101416 BLOODBORNE PATHOGEN TRAINING               |   | 501.29          | 07/21  | 204-55420-213 |
| 101416 BLOODBORNE PATHOGEN TRAINING               |   | 196.15          | 07/21  | 101-55300-213 |
| 101416 BLOODBORNE PATHOGEN TRAINING               |   | 108.97          | 07/21  | 101-55200-213 |
| 101416 BLOODBORNE PATHOGEN TRAINING               |   | 43.59           | 07/21  | 101-53310-213 |
|   | <b>Total FEHR GRAHAM ENGINEERING &amp;:</b> | <b>850.00</b>   |        |               |
| FP FINANCE PROGRAM                                |   |                 |        |               |
| 29687246 AGREEMENT 003-1584121 POSTBASE VISION-PO |   | 140.00          | 07/21  | 101-51650-226 |
|   | <b>Total FP FINANCE PROGRAM:</b>            | <b>140.00</b>   |        |               |
| GARROW OIL  |   |                 |        |               |
| JUNE 2021 OFF ROAD DIESEL                         |   | 25.96           | 07/21  | 206-55110-247 |
| JUNE 2021 OFF ROAD DIESEL                         |   | 7.59            | 07/21  | 630-53441-247 |
| JUNE 2021 OFF ROAD DIESEL                         |   | 29.98           | 07/21  | 630-53442-247 |
| JUNE 2021 OFF ROAD DIESEL                         |   | 657.05          | 07/21  | 101-55200-247 |
| JUNE 2021 OFF ROAD DIESEL                         |   | 2.81            | 07/21  | 101-55440-247 |
| JUNE 2021 OFF ROAD DIESEL                         |   | 2.24            | 07/21  | 610-53612-247 |
| JUNE 2021 OFF ROAD DIESEL                         |   | 5.49            | 07/21  | 620-53644-247 |
| JUNE 2021 OFF ROAD DIESEL                         |   | 2.45            | 07/21  | 101-53460-247 |

| Invoice   | Description | Total Cost | Period | GL Account    |
|---|-------------|------------|--------|---------------|
| JUNE 2021 OFF ROAD DIESEL                               |             | 60.52      | 07/21  | 101-53330-217 |
| Total GARROW OIL:                                       |             | 794.09     |        |               |
| GRIESBACH READY-MIX LLC                                 |             |            |        |               |
| 5776 CONCRETE-VAN LIESHOUT PARK                         |             | 112.67     | 06/21  | 101-55200-216 |
| 5776 CONCRETE-VAN LIESHOUT PARK                         |             | 140.83     | 06/21  | 620-53644-216 |
| Total GRIESBACH READY-MIX LLC:                          |             | 253.50     |        |               |
| HOOYMAN, ELLEN  |             |            |        |               |
| VLIESHOUT 07/11/ SECURITY DEPOSIT REFUND                |             | 20.00      | 07/21  | 101-21235     |
| Total HOOYMAN, ELLEN:                                   |             | 20.00      |        |               |
| INGRAM LIBRARY SERVICES                                 |             |            |        |               |
| 53524482 BOOKS  |             | 935.48     | 07/21  | 206-55110-206 |
| 53621707 BOOKS  |             | 546.95     | 07/21  | 206-55110-206 |
| 53642623 BOOKS  |             | 3,424.24   | 07/21  | 206-55110-206 |
| 53661295 BOOKS  |             | 141.01     | 07/21  | 206-55110-206 |
| Total INGRAM LIBRARY SERVICES:                          |             | 5,047.68   |        |               |
| JOHNSON, PHILLIP  |             |            |        |               |
| CFEST 07/10/21 SECURITY DEPOSIT REFUND FOR CHEESE FEST  |             | 50.00      | 07/21  | 101-21235     |
| CFEST 07/10/21 SECURITY DEPOSIT REFUND FOR DOYLE BAND S |             | 20.00      | 07/21  | 101-21235     |
| Total JOHNSON, PHILLIP:                                 |             | 70.00      |        |               |
| JP GRAPHICS INC   |             |            |        |               |
| 1062943011 BUSINESS CARDS-SURIN                         |             | 63.67      | 07/21  | 101-53310-206 |
| 1062943011 BUSINESS CARDS-MCDONALD & KOEBE              |             | 127.33     | 07/21  | 101-55300-206 |
| Total JP GRAPHICS INC:                                  |             | 191.00     |        |               |
| JT ENGINEERING INC                                      |             |            |        |               |
| 210048-02 EVERGREEN DR & ALLEGIANT CT PED. CROSSIN      |             | 1,980.01   | 07/21  | 416-51027-204 |
| Total JT ENGINEERING INC:                               |             | 1,980.01   |        |               |
| JX ENTERPRISES INC                                      |             |            |        |               |
| 2464232P AXLE STUDS #6                                  |             | 69.89      | 07/21  | 101-53330-225 |
| Total JX ENTERPRISES INC:                               |             | 69.89      |        |               |
| KERRY'S VROOM SERVICE INC                               |             |            |        |               |
| 9595 OIL & FILTER CHANGE - UNIT#182                     |             | 43.47      | 07/21  | 207-52120-247 |
| 9597 OIL & FILTER CHANGE - UNIT#191                     |             | 43.47      | 07/21  | 207-52120-247 |
| Total KERRY'S VROOM SERVICE INC:                        |             | 86.94      |        |               |
| LEXISNEXIS RISK DATA MANAGEMENT INC                     |             |            |        |               |
| 1686177-20210630 JUNE 2021 MINIMUM COMMITMENT           |             | 103.00     | 06/21  | 101-51680-204 |
| Total LEXISNEXIS RISK DATA MANAGEMENT INC:              |             | 103.00     |        |               |

| Invoice                        | Description                             | Total Cost | Period | GL Account    |
|--------------------------------|---|------------|--------|---------------|
| LUTZ, CARLEY                   |   |            |        |               |
| CFEST 070321                   | SECURITY DEPOSIT REFUND                 | 50.00      | 07/21  | 101-21235     |
| Total LUTZ, CARLEY:            |   | 50.00      |        |               |
| MARTHA STEWART LIVING          |   |            |        |               |
| 1464081429                     | MAGAZINE SUBSCRIPTION                   | 29.00      | 07/21  | 206-55110-207 |
| Total MARTHA STEWART LIVING:   |   | 29.00      |        |               |
| MARTINEZ, AZUCENA              |   |            |        |               |
| 070421                         | SECURITY DEPOSIT REFUND                 | 100.00     | 07/21  | 208-21235     |
| Total MARTINEZ, AZUCENA:       |   | 100.00     |        |               |
| MCC INC                        |   |            |        |               |
| 275713                         | DENSE CRUSHER RUN                       | 72.36      | 07/21  | 101-53300-216 |
| Total MCC INC:                 |   | 72.36      |        |               |
| MCCABE, KENLAN                 |   |            |        |               |
| 071121                         | SECURITY DEPOSIT REFUND                 | 100.00     | 07/21  | 208-21235     |
| Total MCCABE, KENLAN:          |   | 100.00     |        |               |
| MCDONALD, JOHN                 |   |            |        |               |
| 07/21 REIMBURSE                | REIMBURSE FOR LUNCHEON WITH SCHOOL DIST | 41.50      | 07/21  | 101-55300-201 |
| Total MCDONALD, JOHN:          |   | 41.50      |        |               |
| MCMAHON ASSOCIATES INC         |   |            |        |               |
| 400179                         | BUILDING INSPECTIONS                    | 5,749.90   | 07/21  | 101-52050-204 |
| 923104                         | HEESAKKER PARK KAYAK LAUNCH             | 235.16     | 07/21  | 420-57620-271 |
| 923105                         | NORTH SIDE STORM SEWER INTERCEPTOR      | 1,773.90   | 07/21  | 416-51216-261 |
| Total MCMAHON ASSOCIATES INC:  |   | 7,758.96   |        |               |
| MENARDS - APPLETON EAST        |   |            |        |               |
| 3797                           | CONCRETE FORMS                          | 233.44     | 07/21  | 101-53300-216 |
| 5975                           | STORAGE SHED FOR POOL DECK              | 898.86     | 07/21  | 204-55420-221 |
| 6282                           | ELECTRIC THERMOSTAT                     | 54.25      | 07/21  | 207-52120-242 |
| Total MENARDS - APPLETON EAST: |   | 1,186.55   |        |               |
| MIDWEST TAPE                   |   |            |        |               |
| 500655313                      | DIGITAL BOOKS                           | 571.84     | 06/21  | 206-55110-208 |
| Total MIDWEST TAPE:            |   | 571.84     |        |               |
| NATIONAL GEOGRAPHIC            |   |            |        |               |
| 6166592698-1                   | MAGAZINE SUBSCRIPTION                   | 39.00      | 07/21  | 206-55110-207 |
| Total NATIONAL GEOGRAPHIC:     |   | 39.00      |        |               |
| NORTHWOODS                     |   |            |        |               |
| 306846                         | CLEANING SUPPLIES                       | 125.61     | 07/21  | 101-55200-222 |

| Invoice                            | Description | Total Cost | Period | GL Account    |
|------------------------------------|-------------|------------|--------|---------------|
| Total NORTHWOODS:                  |             | 125.61     |        |               |
| OFFICE ENTERPRISES INC             |             |            |        |               |
| 490763 SEALING SOLUTION FOR METER  |             | 45.92      | 07/21  | 101-51650-206 |
| Total OFFICE ENTERPRISES INC:      |             | 45.92      |        |               |
| O'REILLY AUTOMOTIVE INC            |             |            |        |               |
| 2043-273404 RELAY SWITCH #23       |             | 11.03      | 07/21  | 101-53330-225 |
| 2043-277853 BULBS FOR SQUADS       |             | 30.83      | 06/21  | 207-52120-247 |
| Total O'REILLY AUTOMOTIVE INC:     |             | 41.86      |        |               |
| OUTAGAMIE COUNTY TREASURER         |             |            |        |               |
| 1018797 JUNE FUEL BILL             |             | 20.21      | 07/21  | 630-53441-247 |
| 1018797 JUNE FUEL BILL             |             | 526.26     | 07/21  | 630-53442-247 |
| 1018797 JUNE FUEL BILL             |             | 2,998.17   | 07/21  | 201-53620-247 |
| 1018797 JUNE FUEL BILL             |             | 221.38     | 07/21  | 101-55200-247 |
| 1018797 JUNE FUEL BILL             |             | 1,222.40   | 07/21  | 101-55440-247 |
| 1018797 JUNE FUEL BILL             |             | 44.70      | 07/21  | 101-55300-247 |
| 1018797 JUNE FUEL BILL             |             | 488.31     | 07/21  | 101-52200-247 |
| 1018797 JUNE FUEL BILL             |             | 139.92     | 07/21  | 610-53612-247 |
| 1018797 JUNE FUEL BILL             |             | 467.83     | 07/21  | 620-53644-247 |
| 1018797 JUNE FUEL BILL             |             | 1,620.69   | 07/21  | 101-53330-217 |
| 124234 2021 ELECTION EXPENSES      |             | 1,454.45   | 06/21  | 101-51440-227 |
| 20020 JUNE SANITATION FEES         |             | 16,561.50  | 06/21  | 201-53620-204 |
| 20020 STREET SWEEPINGS             |             | 1,553.88   | 06/21  | 630-53442-204 |
| JUNE 2021 JUNE COURT FINES         |             | 522.99     | 06/21  | 101-35101     |
| Total OUTAGAMIE COUNTY TREASURER:  |             | 27,842.69  |        |               |
| OUTDOOR PHOTOGRAPHER               |             |            |        |               |
| 071221 MAGAZINE SUBSCRIPTION       |             | 14.97      | 07/21  | 206-55110-207 |
| Total OUTDOOR PHOTOGRAPHER:        |             | 14.97      |        |               |
| PLESHEK OUTDOOR POWER              |             |            |        |               |
| 78081 HARDWARE                     |             | 3.97       | 07/21  | 101-53330-221 |
| 78501 BAR & CHAIN OIL              |             | 12.99      | 07/21  | 101-53330-221 |
| 78555 CHAIN                        |             | 66.00      | 07/21  | 101-53330-221 |
| 78605 CHAINS SHARPENED             |             | 80.00      | 07/21  | 101-53330-221 |
| Total PLESHEK OUTDOOR POWER:       |             | 162.96     |        |               |
| PROFORMA                           |             |            |        |               |
| BT05001392A SAFETY T-SHIRTS        |             | 93.32      | 07/21  | 101-55200-213 |
| BT05001392A SAFETY T-SHIRTS        |             | 279.98     | 07/21  | 101-53310-213 |
| BT05001392A MESH CAPS              |             | 212.00     | 07/21  | 101-51415-213 |
| BT05001393A REC STAFF T-SHIRTS     |             | 188.66     | 07/21  | 101-55300-225 |
| BT05001393A PARK STAFF T-SHIRTS    |             | 92.20      | 07/21  | 101-55200-225 |
| BT05001440A JETS COACHES PULLOVERS |             | 492.00     | 07/21  | 101-55460-225 |
| BT05001456A SAFETY T-SHIRTS        |             | 80.55      | 07/21  | 101-53310-213 |
| BT05001456A SAFETY T-SHIRTS        |             | 26.85      | 07/21  | 101-55200-213 |
| Total PROFORMA:                    |             | 1,465.56   |        |               |

| Invoice   | Description           | Total Cost                       | Period                           | GL Account   |
|---|-----------------------|----------------------------------|----------------------------------|--|
| PUFFE, RICK<br>07/01/21 - 07/08/21  | MEN'S SOFTBALL UMPIRE | 136.50                           | 07/21                            | 101-55300-111  |
| Total PUFFE, RICK:  |                       | 136.50                           |                                  |  |
| REHMAN, MICHAEL<br>07/01/21 - 07/08/21  | MEN'S SOFTBALL UMPIRE | 136.50                           | 07/21                            | 101-55300-111  |
| Total REHMAN, MICHAEL:  |                       | 136.50                           |                                  |  |
| REINDERS INC<br>2697379 SIPHON PUMP<br>2697419 NOZZLES FOR VLIESHOUT IRRIGATION<br>2697419 PAINT FOR LINING FIELDS  |                       | 46.91<br>273.88<br>235.00        | 07/21<br>07/21<br>07/21          | 101-55200-218<br>101-55200-242<br>101-55300-221                  |
| Total REINDERS INC:   |                       | 555.79                           |                                  |  |
| SCHWAAB INC<br>D011002 ENGRAVED NAMEPLATE-HOFLAND   |                       | 21.75                            | 07/21                            | 101-51650-206  |
| Total SCHWAAB INC:  |                       | 21.75                            |                                  |  |
| SMITHSONIAN<br>NY420 MAGAZINE SUBSCRIPTION  |                       | 8.00                             | 07/21                            | 206-55110-207  |
| Total SMITHSONIAN:  |                       | 8.00                             |                                  |  |
| SPLENDID CLEANING SERVICE LLC<br>11171 MONTHLY CLEANING-LCFD<br>11171 MONTHLY CLEANING-METRO  |                       | 200.00<br>795.00                 | 07/21<br>07/21                   | 101-52250-243<br>207-52120-243                                   |
| Total SPLENDID CLEANING SERVICE LLC:  |                       | 995.00                           |                                  |  |
| SSC SERVICE SOLUTIONS<br>5463400012 MONTHLY CLEANING-CIVIC CENTER<br>5463400012 MONTHLY CLEANING-VILLAGE HALL<br>5463400012 MONTHLY CLEANING-MUNICIPAL GARAGE |                       | 1,105.00<br>1,380.00<br>468.00   | 07/21<br>07/21<br>07/21          | 206-55110-243<br>101-51650-243<br>101-53310-243                  |
| Total SSC SERVICE SOLUTIONS:  |                       | 2,953.00                         |                                  |  |
| STAPLES ADVANTAGE<br>3481347086 WIRELESS MOUSE<br>3481347089 LEGAL PADS<br>3481771775 THREE HOLE PUNCH<br>3481771775 PENS & BINDER CLIPS                      |                       | 12.99<br>12.46<br>16.30<br>13.01 | 07/21<br>07/21<br>07/21<br>07/21 | 101-51440-206<br>101-51440-206<br>101-51420-206<br>101-51650-206 |
| Total STAPLES ADVANTAGE:  |                       | 54.76                            |                                  |  |
| STATE OF WI COURT FINES &<br>JUNE 2021 JUNE COURT FINES   |                       | 2,270.85                         | 06/21                            | 101-35101  |
| Total STATE OF WI COURT FINES &:  |                       | 2,270.85                         |                                  |  |
| STEGER, KURT<br>07/01/21 - 07/08/21   | MEN'S SOFTBALL UMPIRE | 156.00                           | 07/21                            | 101-55300-111  |

| Invoice                                       | Description | Total Cost | Period | GL Account    |
|---|-------------|------------|--------|---------------|
| Total STEGER, KURT:                           |             | 156.00     |        |               |
| STONERIDGE LITTLE CHUTE LLC                   |             |            |        |               |
| 1001701259 FOOD                               |             | 69.98      | 07/21  | 101-52200-211 |
| 23004171202 BEVERAGES                         |             | 36.61      | 07/21  | 101-52200-211 |
| 23032611404 FOOD                              |             | 13.51      | 07/21  | 101-52200-211 |
| 23073510813 FOOD AND BEVERAGES                |             | 59.33      | 07/21  | 101-52200-211 |
| 24041601945 FOOD AND BEVERAGES                |             | 177.54     | 07/21  | 101-52200-211 |
| Total STONERIDGE LITTLE CHUTE LLC:            |             | 356.97     |        |               |
| SWINKLES TRUCKING & EXCAVATING CORP           |             |            |        |               |
| 48031 TOPSOIL                                 |             | 19.07      | 07/21  | 101-53300-216 |
| 48031 TOPSOIL                                 |             | 19.06      | 07/21  | 101-55200-215 |
| 48031 TOPSOIL                                 |             | 38.12      | 07/21  | 101-55440-215 |
| Total SWINKLES TRUCKING & EXCAVATING CORP:    |             | 76.25      |        |               |
| UNIFIRST CORPORATION                          |             |            |        |               |
| 0970331284 SHIRTS/PANTS                       |             | 5.15       | 07/21  | 101-53330-213 |
| 0970331284 LAUNDRY BAGS/WIPERS                |             | 9.71       | 07/21  | 101-53330-218 |
| 0970335195 SHIRTS/PANTS                       |             | 5.15       | 07/21  | 101-53330-213 |
| 0970335195 LAUNDRY BAGS/WIPERS                |             | 9.71       | 07/21  | 101-53330-218 |
| 0970335631 SHIRTS/PANTS                       |             | 5.15       | 07/21  | 101-53330-213 |
| 0970335631 LAUNDRY BAGS/WIPERS                |             | 9.93       | 07/21  | 101-53330-218 |
| Total UNIFIRST CORPORATION:                   |             | 44.80      |        |               |
| US AUTOFORCE                                  |             |            |        |               |
| 6829091 TUBES FOR LAWN MOWER                  |             | 9.52       | 07/21  | 101-53330-221 |
| Total US AUTOFORCE:                           |             | 9.52       |        |               |
| VAN LANKVELDT, JENNIFER                       |             |            |        |               |
| VLIESHOUT 07/10/ SECURITY DEPOSIT REFUND      |             | 20.00      | 07/21  | 101-21235     |
| Total VAN LANKVELDT, JENNIFER:                |             | 20.00      |        |               |
| VANDE HEY COMPANY INC                         |             |            |        |               |
| 44699 MARSH HAY                               |             | 77.94      | 07/21  | 620-53644-216 |
| Total VANDE HEY COMPANY INC:                  |             | 77.94      |        |               |
| VILLAGE OF COMBINED LOCKS                     |             |            |        |               |
| AUGUST PROPERTY STORAGE AREA MONTHLY LEASE-AU |             | 494.16     | 08/21  | 207-52120-204 |
| Total VILLAGE OF COMBINED LOCKS:              |             | 494.16     |        |               |
| WELLS FARGO FINANCIAL LEASING                 |             |            |        |               |
| 5015772634 JULY COPIER LEASE                  |             | 450.00     | 07/21  | 101-53310-207 |
| 5015772634 JULY COPIER LEASE                  |             | 803.15     | 07/21  | 101-51650-207 |
| Total WELLS FARGO FINANCIAL LEASING:          |             | 1,253.15   |        |               |
| YOUNG, RALPH                                  |             |            |        |               |
| CFEST 07/11/21 SECURITY DEPOSIT REFUND        |             | 50.00      | 07/21  | 101-21235     |

| Invoice             | Description | Total Cost | Period | GL Account |
|---------------------|-------------|------------|--------|------------|
| Total YOUNG, RALPH: |             | 50.00      |        |            |
| Grand Totals:       |             | 67,714.04  |        |            |

**Report GL Period Summary**

Vendor number hash: 299020  
Vendor number hash - split: 436452  
Total number of invoices: 96  
Total number of transactions: 141

| Terms Description | Invoice Amount | Net Invoice Amount |
|-------------------|----------------|--------------------|
| Open Terms        | 67,714.04      | 67,714.04          |
| Grand Totals:     | 67,714.04      | 67,714.04          |

**Report Criteria:**

Invoice Detail.Voided = {=} FALSE

**LCFD Incident Report**

**June 2021**

**Number of responses: 19**

**Last years: 14**

**YTD: 84**

**06/01/2021      14:01 Person stuck in elevator due to a power outage @ Country Inn 130 Patriot Drive  
Engine 3621, Truck 3641, Car 3632  
#21LC00067**

**06/01/2021      14:10 Alarm sounding @ 1420 Holland Road,  
Alarm was sounding due to a power outage  
Truck 3641, Car 3632  
#21LC00068**

**06/07/2021      01:33 Burning complaint, 512 W. Main Street,  
Investigated found no issues  
Engine 3621, Car 3632  
#21LC00070**

**06/07/2021      14:55 Residential alarm sounding @ 213 Hayes  
Street, cancelled before going in route.  
#21LC00071**

**06/08/2021      08:38 Assist FVMPD with an incident cleanup  
@ Triggers 327 Randolph Drive  
Engine 3621, Car 3632  
#21LC00072**

**06/09/2021      15:29 Accident cleanup @ 707 E. Elm Drive  
Engine 3621, Car 3632  
#21LC00073**

**06/10/2021      18:25 Accident scene safety @ Van Buren Street/E. Lincoln Avenue  
Pickup #3631, Car 3632  
#21LC00074**

**06/12/2021      14:11 CO detector sounding @ 2430 E. Main Street, found an outdated detector, left 1 of LCFD detectors to use  
Engine 3621, Car 3632  
#21LC00075**

**06/12/2021      14:44 CO detector sounding @ 2430 E. Main Street, detector left by LCFD on previous call had a defective battery  
Engine 3621, Car 3632  
#21LC00076**

**06/13/2021      15:20 Motorcycle accident with scene safety, West bound North Avenue, just west of Buchanan Street  
Engine 3621, Car 3632  
#21LC00077**

**06/13/2021      22:13 Accident clean up @ 125 E. North Avenue,  
Engine 3621, Truck 3641, Squad 3671, Car 3632  
#21LC00078**

**06/13/2021      22:25 Vehicle vs garage @ 1937 W. Main Street  
Truck 3641, Squad 3671, Car 3632**

**06/13/2021      22:51 Power line down @ 524 E. Lincoln Avenue, found a cable line down  
Engine 3621,  
#21LC00079**

**06/16/2021      17:15 Lift Assist @ 1436 Ridgeview Lane, requested by Gold Cross, cancelled when in route  
Car 3632  
#21LC00081**

**06/18/2021      18:57 Animal remains in roadway I-41 Northbound, backside of landfill, a rendering type truck lost partial load covering both lanes of Northbound traffic, I-41 was closed down to facilitate cleanup which included hosing down road surface, applying sand and using a sweeper (Outagamie County Hwy. Dept.), applying barn lime (provided by Country Vision Co-op) and sweeping. LCFD was assisted by Vanden Broek/Kaukauna Fire Department (2 tenders) Outagamie County Highway Dept., Outagamie County Sheriff's Dept., WI State Patrol, Country Vision Co-op, Road way was re-opened shortly before 23:00. Engine 3621, Car 3632  
#21LC00082**

**06/21/2021      21:08 Odor of propane @ 522 Taylor Street, investigated found no issues  
Engine 3621, Truck 3641, Squad 3671, Car 3632  
#21LC00083**

**06/22/2021      14:45 Possible structure fire @ 1701 Buchanan Street, investigated false alarm  
                            Car 3632  
                            #21LC00084**

**06/24/2021      11:47 Vehicle accident scene safety/clean up @ 620 Buchanan Street  
                            Engine 3621, Car 3632  
                            #21LC00085**

**06/27/2021      00:49 Structure fire @ 1701 Buchanan Street,  
                            False alarm-repeat call from 06/22/2021  
                            Engine 3621, Car 3632  
                            #21LC00086**

# VILLAGE OF LITTLE CHUTE MONTHLY REPORT



## ***Little Chute***

ESTABLISHED 1848

JUNE 2021

Village Administrator Report to the Board of Trustees

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

## VILLAGE OF LITTLE CHUTE MONTHLY REPORT – JUNE 2021

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

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

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

### Department Overview

The report will track monthly activities for the following:

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

### Questions or Comments

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

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

# VILLAGE ADMINISTRATOR

## JUNE HIGHLIGHTS

In June of 2021, the Village Board of Trustees worked on the following:

- On June 2, the Regular Board approved the staff recommendation to enter an agreement with MSA-Baker Tilly for the transportation fund RFP and approved a budget adjustment, adopted an ordinance change, and approved an amendment to the Agropur developer agreement. In addition, the board discussed the termination of the joint refuse truck with Kimberly.
- On June 9, the Regular Board hired Darrell Hofland as the interim Village Administrator and hired Public Administration Associates for recruiting services for the Village Administrator.
- On June 16, the Regular Board heard a public appearance from the Little Chute School District Superintendent who recognized Administrator Fenlon and Clerk Decker. Additionally, the board approved liquor licenses, appointed interim administrator Hofland, adopted the 2022-2026 Capital Improvement Plan (CIP), adopted CMAR and a CSM, approved a Pine Street layout revision, approved Doyle Pool season passes, and approved the CTH OO and French Road Agreement with Outagamie County.
- On June 23, the Board of Trustees met in Committee of the Whole to discuss economic development related matters.
- Met with developers and worked with staff related to future or imminent projects in the Village of Little Chute.
- Hosted a ribbon cutting for the David and Rita Nelson Heritage Crossing
- Administrator Fenlon worked with incoming Interim Administrator Hofland to start on July 5.

## TOP PRIORITIES FOR JULY

- The Village Board will discuss or act on the following:
  - Developer Agreements with Rob's Imports and Better Way Investments-West Evergreen, LLC
  - Pine Street Pedestrian Mall
  - 2022 Budget Process and Development Guidelines
- Meet with developers regarding future or imminent projects in the Village of Little Chute.
- Finalize the wage and compensation study RFP and related timeline for completion.
- Obtain update from involved Village team and legal counsels working on landfill-related issues in order to craft for Village Board's consideration a comprehensive agreement proposal to resolve outstanding issues.
- Initiate discussions on possible creation of new full-time position in the Offices of the Village Administrator and Village Clerk due to recently announced retirement plans of one of two existing part-time Administrative Assistants.
- Conduct a kick-off meeting with MSA and Baker Tilly on development options for a possible Transportation Utility to address funding alternatives to current revenue sources of borrowed funds, tax levy and special assessments.
- Confirm with management team of their completion of mid-year informal performance evaluations with village staff.
- Assist PAA in their recruitment efforts for the next Village Administrator with the goal of a start date of early October.
- Aid management team as they initiate the development of the 2022 budget.
- Consistent with the recommendations of the 2020 Annual Comprehensive Financial Report, enter discussions with the newly appointed Little Chute Area School District Superintendent for the drafting of a school liaison police services agreement.

# VILLAGE CLERK

## JUNE HIGHLIGHTS

In the month of June, the Clerk's Office focused on renewing Liquor and Operator Licenses. All paperwork and fees were processed, and approved licenses were delivered by the June 30 deadline. Working with the Director of Finance, we were able to create our first Popular Annual Financial Report (PAFR). The PAFR summarizes the Villages' finances in a simplified format. This was posted on-line, emailed to all Village Staff and printed copies were made available. The goal was to provide a glimpse into the success and financial condition of the Village. Elections are never off our minds; we have been steadily processing 4 Year Voter Registration Maintenance cards that were mailed out by Wisconsin Elections Commission. This will help to keep our Voter Registration records accurate and up to date for the upcoming 2022 elections. The Clerk's office has been assisting with the planning and marketing of the upcoming Market on Main Event to be held downtown Little Chute this fall. We have been working with the Parks and Rec Department to create, publish, and print their Fall & Winter Program Guide. This will be mailed out to all residents and made available on-line. Finally, we got back to a bit of normalcy planning the 3<sup>rd</sup> Annual Hot Diggity Dog Luncheon. It was great to get everyone back together and we look forward to planning more staff events.

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

- Complete Liquor License renewal paperwork, distribute Licenses
- Assist with Village Market planning
- Finalize Popular Annual Financial Report, publish and distribute
- Process Voter Registration Maintenance cards
- Shared data from social media sites
- Agendas/Minutes for meetings
- Continued maintenance of the Village Website
- Work with other Departments to create Social Media schedule, coordinate postings
- Work with Parks & Rec to create Fall program book
- Plan and organize 3<sup>rd</sup> Annual Hot Diggity Dog Lunch
- Civic Center/Village Hall rentals, update paperwork and forms, updated website
- Finalize rental forms and solicitors license form, upload to website
- Ongoing phone/supply ordering support
- Civic Center/Village Hall rentals
- Operator License Renewals, due June 30<sup>th</sup>, 2021
- Assist with marketing and planning of Market on Main Event held Fall of 2021

## TOP PRIORITIES FOR JULY

- Finalize Parks & Rec fall program book, have mailed to all residents
- Coordinate with DPW on fall newsletter, mailed to all residents September 2021
- Assist with Village Market
- Agendas/Minutes for meetings
- Share data from social media sites
- Maintenance of the Village Website and social media outlets
- Work with other Departments to create Social Media schedule, coordinate postings
- Ongoing phone/supply ordering support
- Assist with marketing and planning of Market on Main, Fall 2021

## SOCIAL MEDIA METRICS

| 2021 Social Media Metrics  | April            | May              | June            | 2021 Totals |
|--|------------------|------------------|-----------------|-------------|
|  | Facebook Posts   |                  |                 |             |
| People Reached   | 18,078           | 14,632           | 25,253          | 138,235     |
| Engagement   | 7,716            | 7,854            | 13,588          | 57,491      |
| Link Clicks  | 718              | 804              | 528             | 3,823       |
| Comments   | 376              | 416              | 373             | 2,369       |
| Shares   | 202              | 142              | 293             | 1,484       |
| Reactions  | 1,304            | 1,315            | 2,212           | 9,974       |
| Photo Views  | 656              | 464              | 1,210           | 3,677       |
| Most popular post  | TbT - Sanitorium | Marty Retirement | Nelson Crossing |             |
| New Followers  | 52               | 39               | 90              | 380         |
| Net Followers  | 40               | 18               | 77              | 293         |
| Total Followers  | 4,999            | 5,024            | 5,115           | 4,864       |
| Facebook Videos  |                  |                  |                 |             |
| Minutes Viewed   | 679              | 429              | 4,736           | 16,501      |
| 1-Minute Video Views   | 89               | 22               | 1,057           | 3,088       |
| 3-Second Video Views   | 1,336            | 1,632            | 5,684           | 22,885      |
| Video Engagement   | 72               | 107              | 246             | 993         |
| Most popular Video   | Nelson Crossing  | brush            | Nelson Crossing |             |

|   | April            | May         | June       | 2021 Totals |
|---|------------------|-------------|------------|-------------|
|  | <b>Instagram</b> |             |            |             |
| Instagram Posts   | 7                | 8           | 2          | 27          |
| Likes   | 33               | 47          | 78         | 205         |
| Followers   | 738              | 756         | 770        | 689         |
| Popular Post  | thank you        | police week | pool hours |             |

|   | April          | May   | June  | 2021 Totals |
|---|----------------|-------|-------|-------------|
|  | <b>Twitter</b> |       |       |             |
| Tweets  | 6              | 7     | 2     | 29          |
| Tweet Impressions   | 1,680          | 1,960 | 1,468 | 10,031      |
| Profile Visits  | 274            | 295   | 606   | 2,151       |
| Mentions  | 7              | 3     | 3     | 16          |
| New Followers   | 4              | 1     | 2     | 6           |
| Total Followers   | 435            | 436   | 438   | 426         |

|  | April          | May        | June       | 2021 Totals |
|--|----------------|------------|------------|-------------|
|  | <b>Website</b> |            |            |             |
| Visits   | 14,171         | 15,758     | 34,738     | 95,967      |
| Page Views   | 22,528         | 22,598     | 47,402     | 142,730     |
| Unique Page Views  | 18,187         | 18,436     | 39,821     | 116,678     |
| Top Pageviews  | Cheesefest     | Cheesefest | Cheesefest |             |

# COMMUNITY DEVELOPMENT

## JUNE HIGHLIGHTS

- Met with Commercial Developers regarding sites and TIF in village.
- Continued Inspections of homes, apartments, and commercial projects.
- Discussions with architects regarding new projects.
- Met with local Business Owners.
- Held Interviews for the Building Inspector position
- Attended Fox Cities Area Room Tax Commission
- Conditional use passed for a catering business
- BRE visit with local business

## TOP PRIORITIES FOR JULY

- Meet with builders and owners about upcoming commercial projects.
- Work with developers regarding Commercial/Industrial projects.
- Continued Inspections of homes, apartments, industrial and commercial projects.
- Assist developers, surveyors, and realtors with zoning requirements.
- Update more permits/ Website and investigate new Permit program.
- Improve Site review process (on going project)
- Meet with more Local Businesses and to collect information on potential needs for the community/business.
- Pine Street Pedestrian Mall Ordinance
- Work through Site Plan review on multiple projects

# FINANCE DEPARTMENT

## JUNE HIGHLIGHTS

- Capital Improvement Plan 2022-2026 adopted June 16.
- First Popular Annual Financial Report issued June 21. This is a user friendly and simplified format to share financial standing of the Village with employees and the public. The report was submitted to the Government Finance Officers Association for critique and consideration for their award program.
- Preliminary close of DNR grants for Nelson Crossing pending final deed recording.
- Issued Request for Proposal (RFP) on June 25 for consolidation of multifunctional device contracts Village-wide to gain greater functionality, reduce costs and improve maintenance experience. Proposals are due July 14.
- Installed Caselle general ledger software upgrade.
- Completed State filing registration compliance documentation, established segregated bank account and received our first installment of the American Rescue Plan Act Funds.
- 4,668 total bills created (719 opted out of paper billing), 8 new installs, 248 service orders (Final Reads, High/Low Reads, Work Orders) created/coordinated with MCO, and 310 Landlord notices mailed for tenant delinquency notification, 1,862 ratepayers utilized PSN and 615 ACH for payments in June.

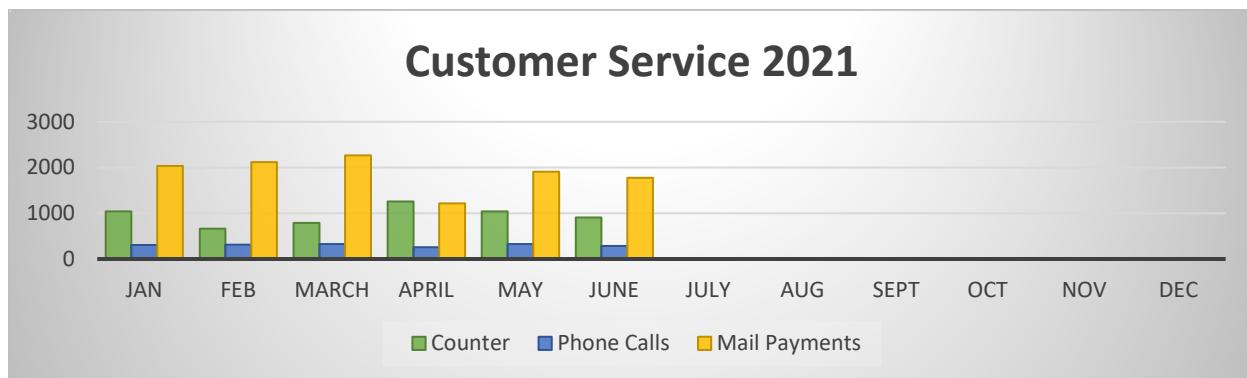
## TOP PRIORITIES FOR JULY

- Finalize and distribute 2022 Budget Template Forms to departments.
- Complete planning for annual Joint Review Board Meeting for TID Reporting.
- Continue work with City of Appleton and PSC for the final records transfer of the Cherryvale water main area – preliminary discussion held on July 8 with Appleton.
- Utility Billing Clerk will be working on Top Ten Customer data needed for continuing bond disclosure requirements and back billing complete for Oh Snap Peter Pickle Properties.
- Final close out of Nelson Crossing contracts, grants and true up of cost allocations between the City of Kaukauna and the Village.
- Working on evaluation of cell/landline phone and, internet providers to determine if duplication of any services exist along with potential to consolidate services for greater cost efficiencies (carryover from previous month due to higher priorities). The multifunctional device RFP was issued. Analysis and award scheduled for July 21.

## CONTINUOUS IMPROVEMENT EFFORTS

- Payroll Clerk developed templates for benefit calculation upon hire and termination to proactively have prepared, reviewed and ready for payroll processing.
- Enhanced reconciliation and approval process for payroll improving internal controls. Payroll clerk is trained delegating appropriate steps to the preparation phase from review phase gaining overall efficiencies.
- Customer Service, Accounts Payable, and Payroll Clerk embraced project to review two drawers of old files purging documents according to record retention laws while updating our forms directory keeping abreast of data as part of the ongoing efficiency effort.

## JUNE DATA AND FINANCIALS



| <b>Performance Measurements</b>                      | <u>2018</u>    | <u>2019</u>    | <u>2020</u>    | <u>Target 2021</u> |
|--|----------------|----------------|----------------|--------------------|
| # Months bank reconciliation completed timely        | 0              | 7              | 12             | 12                 |
| # Of stale checks outstanding                        | NM             | 57             | 22             | 5                  |
| Custodial credit risk                                | \$6.1          | \$.3K          | \$3.7          | \$0                |
| Investment Performance vs 1-3 Year US Treasury Index | 1.35% vs 1.58% | 2.44% vs 3.55% | 3.26% vs 3.10% | .48% vs .07%       |
| % Of customers paying online                         | NM             | 42%            | 53%            | 55%                |
| Continuous improvement initiatives                   | NM             | 25             | 37             | 10                 |
| Number of special assessment billings                | 296            | 67             | 75             | 125                |
| Average number of monthly utility bills              | 4,052          | 4,033          | 4,003          | 4,000              |
| Annual number of utility work orders                 | 1,093          | 920            | 940            | 950                |
| Annual tax certification letters                     | 483            | 540            | 774            | 750                |
| General obligation bond rating                       | Aa3            | Aa3            | Aa3            | Aa3                |
| # Of auditor's compliance issues                     | 6              | 2              | 1              | 0                  |
| % Of time monthly financials closed within 15 days   | NM             | 58%            | 100%           | 100%               |
| % Of staff adequately trained/cross trained          | NM             | 70%            | 90%            | 100%               |

|   | JUNE              | YTD 2021            | BUDGET 2021         | VARIANCE              | % OF BUDGET   |
|---|-------------------|---------------------|---------------------|-----------------------|---------------|
| <b>GENERAL FUND</b>                         |                   |                     |                     |                       |               |
| Taxes                                       | 2,879.01          | 477,864.49          | 969,626.00          | (491,761.51)          | 49.28%        |
| Total Licenses and Permits                  | 8,649.00          | 110,964.40          | 134,860.00          | (23,895.60)           | 82.28%        |
| Intergovernmental Aid                       | -                 | 422,366.81          | 2,479,759.00        | (2,057,392.19)        | 17.03%        |
| Public Charges for Service                  | 14,801.64         | 89,049.74           | 128,430.00          | (39,380.26)           | 69.34%        |
| Fines and Forfeitures                       | 7,193.78          | 48,777.53           | 85,000.00           | (36,222.47)           | 57.39%        |
| Total Interest                              | 5,081.03          | 27,561.54           | 64,135.00           | (36,573.46)           | 42.97%        |
| Miscellaneous Revenue                       | 3,158.15          | 90,730.39           | 151,743.00          | (61,012.61)           | 59.79%        |
| Other Financing Sources                     | 18,327.10         | 111,313.14          | 217,700.00          | (106,386.86)          | 51.13%        |
| <b>Total General Fund Revenue</b>           | <b>60,089.71</b>  | <b>1,378,628.04</b> | <b>4,231,253.00</b> | <b>(2,852,624.96)</b> | <b>32.58%</b> |
| Village Board                               | 3,830.60          | 37,600.22           | 89,091.00           | (51,490.78)           | 42.20%        |
| Administration                              | 10,299.05         | 56,297.75           | 141,204.00          | (84,906.25)           | 39.87%        |
| Engineering & GIS                           | 2,152.40          | 17,403.04           | 94,881.00           | (77,477.96)           | 18.34%        |
| Finance                                     | 15,475.55         | 98,478.99           | 237,632.00          | (139,153.01)          | 41.44%        |
| Clerk                                       | 11,774.19         | 81,278.70           | 158,148.00          | (76,869.30)           | 51.39%        |
| Community Development - Assessing           | 16,836.04         | 99,616.47           | 173,560.00          | (73,943.53)           | 57.40%        |
| Village Hall                                | 4,961.05          | 33,497.61           | 69,141.00           | (35,643.39)           | 48.45%        |
| Municipal Court                             | 4,312.48          | 32,190.91           | 65,823.00           | (33,632.09)           | 48.91%        |
| Unallocated                                 | 7,700.07          | 49,558.54           | 205,202.00          | (155,643.46)          | 24.15%        |
| Insurance                                   | 31,901.56         | 160,609.36          | 226,431.00          | (65,821.64)           | 70.93%        |
| Village Promotion and Goodwill              | 12,705.04         | 14,562.75           | 35,272.00           | (20,709.25)           | 41.29%        |
| Inspections                                 | 4,148.02          | 44,014.31           | 116,247.00          | (72,232.69)           | 37.86%        |
| Fire Operations                             | 22,955.85         | 140,381.59          | 373,463.00          | (233,081.41)          | 37.59%        |
| Fire Allocated                              | 33,619.96         | 184,994.22          | 370,981.00          | (185,986.78)          | 49.87%        |
| Crossing Guards                             | 4,173.30          | 46,145.62           | 89,548.00           | (43,402.38)           | 51.53%        |
| Public Works Administration                 | 1,116.30          | 6,822.82            | 34,651.00           | (27,828.18)           | 19.69%        |
| Street Repair and Maintenance               | 53,512.65         | 248,004.99          | 684,959.00          | (436,954.01)          | 36.21%        |
| Public Works Support Services               | 5,068.70          | 25,969.59           | 46,774.00           | (20,804.41)           | 55.52%        |
| Public Works Vehicle Maintenance            | 8,307.59          | 52,442.31           | 168,501.00          | (116,058.69)          | 31.12%        |
| Snow and Ice Control                        | 3,694.57          | 123,555.70          | 237,533.00          | (113,977.30)          | 52.02%        |
| Weed Control                                | 992.66            | 3,393.76            | 19,449.00           | (16,055.24)           | 17.45%        |
| Recycling                                   | 4,207.60          | 19,642.14           | 52,653.00           | (33,010.86)           | 37.30%        |
| Park  | 45,172.05         | 176,123.84          | 478,786.00          | (302,662.16)          | 36.79%        |
| Recreation                                  | 20,171.79         | 81,697.72           | 207,200.00          | (125,502.28)          | 39.43%        |
| Forestry                                    | 7,653.30          | 80,340.38           | 173,292.00          | (92,951.62)           | 46.36%        |
| Youth Football                              | 372.52            | 3,117.54            | 21,761.00           | (18,643.46)           | 14.33%        |
| Community Band                              | 178.98            | 1,930.94            | 10,110.00           | (8,179.06)            | 19.10%        |
| Economic Development                        | -                 | 3,520.00            | 11,400.00           | (7,880.00)            | 30.88%        |
| Transfers                                   | 18,000.00         | 118,000.00          | 118,000.00          | -                     | 100.00%       |
| <b>Total General Fund Expenses</b>          | <b>355,293.87</b> | <b>2,041,191.81</b> | <b>4,711,693.00</b> | <b>(2,670,501.19)</b> | <b>43.32%</b> |
| <b>GENERAL FUND NET REVENUES (EXPENSES)</b> |                   |                     |                     |                       |               |
| <b>SANITATION</b>                           |                   |                     |                     |                       |               |
| Sanitation Revenues                         | 47,959.85         | 296,986.83          | 552,850.00          | (255,863.17)          | 53.72%        |
| Sanitation Expenses                         | 41,588.69         | 258,738.09          | 517,536.00          | (258,797.91)          | 49.99%        |
| <b>SANITATION NET REVENUES (EXPENSES)</b>   | <b>6,371.16</b>   | <b>38,248.74</b>    | <b>35,314.00</b>    |                       |               |

|   | JUNE                | YTD 2021            | BUDGET 2021         | VARIANCE       | % OF BUDGET |
|---|---------------------|---------------------|---------------------|----------------|-------------|
| <b>FIRE EQUIPMENT DONATION</b>                              |                     |                     |                     |                |             |
| Fire Equipment Donation Revenues                            | 126.64              | 42,202.45           | 86,100.00           | (43,897.55)    | 49.02%      |
| Flag Pole Memorial Expenses                                 | -                   | 512.50              | 2,100.00            | (1,587.50)     | 24.40%      |
| <b>FIRE EQUIPMENT DONATION NET REVENUES (EXPENSES)</b>      | <b>126.64</b>       | <b>41,689.95</b>    | <b>84,000.00</b>    |                |             |
| <b>AQUATICS</b>   |                     |                     |                     |                |             |
| Aquatics Revenue  | 35,229.22           | 93,683.95           | 180,172.00          | (86,488.05)    | 52.00%      |
| Aquatics  | 37,942.74           | 61,277.76           | 184,587.00          | (123,309.24)   | 33.20%      |
| <b>AQUATICS NET REVENUES (EXPENSES)</b>                     | <b>(2,713.52)</b>   | <b>32,406.19</b>    | <b>(4,415.00)</b>   |                |             |
| <b>LIBRARY/CIVIC CENTER</b>                                 |                     |                     |                     |                |             |
| Library/Civic Center Revenues                               | 5,219.15            | 423,518.54          | 635,123.00          | (211,604.46)   | 66.68%      |
| Library/Civic Center  | 93,460.23           | 349,231.25          | 695,984.00          | (346,752.75)   | 50.18%      |
| <b>LIBRARY/CIVIC CENTER NET REVENUES (EXPENSES)</b>         | <b>(88,241.08)</b>  | <b>74,287.29</b>    | <b>(60,861.00)</b>  |                |             |
| <b>CONSOLIDATED POLICE SERVICES</b>                         |                     |                     |                     |                |             |
| Consolidated Police Services Revenue                        | 43,536.44           | 1,795,820.44        | 3,608,996.00        | (1,813,175.56) | 49.76%      |
| Police Services Consolidated                                | 275,335.03          | 1,655,828.70        | 3,697,374.00        | (2,041,545.30) | 44.78%      |
| <b>CONSOLIDATED POLICE SERVICES NET REVENUES (EXPENSES)</b> | <b>(231,798.59)</b> | <b>139,991.74</b>   | <b>(88,378.00)</b>  |                |             |
| <b>VAN LIESHOUT RECREATION CENTER</b>                       |                     |                     |                     |                |             |
| Van Lieshout Rec Center Revenues                            | 740.00              | 10,100.94           | 10,690.00           | (589.06)       | 94.49%      |
| Van Lieshout Rec Center Expenses                            | 399.53              | 23,891.52           | 32,846.00           | (8,954.48)     | 72.74%      |
| <b>VAN LIESHOUT NET REVENUES (EXPENSES)</b>                 | <b>340.47</b>       | <b>(13,790.58)</b>  | <b>(22,156.00)</b>  |                |             |
| <b>PROMOTIONAL FUND</b>                                     |                     |                     |                     |                |             |
| Promotional Fund Revenues                                   | 10,887.94           | 14,267.63           | 10,775.00           | 3,492.63       | 132.41%     |
| Promotional Fund Expenses                                   | -                   | 3,116.48            | 27,500.00           | (24,383.52)    | 11.33%      |
| <b>PROMOTIONAL NET REVENUES (EXPENSES)</b>                  | <b>10,887.94</b>    | <b>11,151.15</b>    | <b>(16,725.00)</b>  |                |             |
| <b>SPECIAL ASSESSMENTS</b>                                  |                     |                     |                     |                |             |
| Special Assessment Revenue                                  | 6,461.61            | 313,128.17          | 199,500.00          | 113,628.17     | 156.96%     |
| Special Assessment Expense                                  | 665,175.22          | 666,104.66          | 667,120.00          | (1,015.34)     | 99.85%      |
| <b>SPECIAL ASSESSMENTS NET REVENUES (EXPENSES)</b>          | <b>(658,713.61)</b> | <b>(352,976.49)</b> | <b>(467,620.00)</b> |                |             |
| <b>EQUIPMENT REVOLVING FUND</b>                             |                     |                     |                     |                |             |
| Equipment Revolving Revenue                                 | 2,298.02            | 24,863.28           | 275,000.00          | (250,136.72)   | 9.04%       |
| Equipment Revolving Expenses                                | -                   | -                   | 340,000.00          | (340,000.00)   | 0.00%       |
| <b>EQUIPMENT NET REVENUES (EXPENSES)</b>                    | <b>2,298.02</b>     | <b>24,863.28</b>    | <b>(65,000.00)</b>  |                |             |

|  | JUNE               | YTD 2021            | BUDGET 2021           | VARIANCE            | % OF BUDGET   |
|--|--------------------|---------------------|-----------------------|---------------------|---------------|
| <b>FACILITY AND TECHNOLOGY FUND</b>                          |                    |                     |                       |                     |               |
| Facility and Technology Fund Revenues                        | 23.51              | 35,956.16           | 74,232.00             | (38,275.84)         | 48.44%        |
| Facility and Technology Fund Expenditures                    | 9,661.68           | 33,887.18           | 114,232.00            | (80,344.82)         | 29.67%        |
| <b>FACILITY AND TECHNOLOGY NET REVENUES (EXPENSES)</b>       | <b>(9,638.17)</b>  | <b>2,068.98</b>     | <b>(40,000.00)</b>    |                     |               |
| <b>TAX INCREMENT DISTRICT 4</b>                              |                    |                     |                       |                     |               |
| Tax Increment District 4 Revenues                            | 243.13             | 668,303.28          | 1,411,658.00          | (743,354.72)        | 47.34%        |
| Tax Increment District 4 Expenses                            | 2,451.29           | 705,171.57          | 1,468,238.00          | (763,066.43)        | 48.03%        |
| <b>TAX INCREMENTAL DISTRICT 4 NET REVENUES (EXPENSES)</b>    | <b>(2,208.16)</b>  | <b>(36,868.29)</b>  | <b>(56,580.00)</b>    |                     |               |
| <b>TAX INCREMENT DISTRICT 5</b>                              |                    |                     |                       |                     |               |
| Tax Increment District 5 Revenues                            | 80.15              | 202,183.68          | 481,064.00            | (278,880.32)        | 42.03%        |
| Tax Increment District 5 Expenses                            | 3,053.86           | 81,269.58           | 307,564.00            | (226,294.42)        | 26.42%        |
| <b>TAX INCREMENTAL DISTRICT 5 NET REVENUES OVER EXPENSES</b> | <b>(2,973.71)</b>  | <b>120,914.10</b>   | <b>173,500.00</b>     |                     |               |
| <b>TAX INCREMENT DISTRICT 6</b>                              |                    |                     |                       |                     |               |
| Tax Increment District 6 Revenues                            | 1,224,456.46       | 1,737,875.90        | 1,071,291.00          | 666,584.90          | 162.22%       |
| Tax Increment District 6 Expenses                            | 1,269,353.10       | 1,929,239.93        | 6,360,126.00          | (4,430,886.07)      | 30.33%        |
| <b>TAX INCREMENTAL DISTRICT 6 NET REVENUES (EXPENSES)</b>    | <b>(44,896.64)</b> | <b>(191,364.03)</b> | <b>(5,288,835.00)</b> |                     |               |
| <b>TAX INCREMENT DISTRICT 7</b>                              |                    |                     |                       |                     |               |
| Tax Increment District 7 Revenues                            | 87.64              | 250,815.85          | 529,550.00            | (278,734.15)        | 47.36%        |
| Tax Increment District 7 Expenses                            | 3,068.21           | (17,145.74)         | 84,273.00             | (101,418.74)        | -20.35%       |
| <b>TAX INCREMENTAL DISTRICT 7 NET REVENUES (EXPENSES)</b>    | <b>(2,980.57)</b>  | <b>267,961.59</b>   | <b>445,277.00</b>     |                     |               |
| <b>TAX INCREMENT DISTRICT 8</b>                              |                    |                     |                       |                     |               |
| Tax Increment District 8 Revenues                            | 491.08             | 63,998.71           | 131,500.00            | (67,501.29)         | 48.67%        |
| Tax Increment District 8 Expenses                            | 3,682.34           | 424,962.65          | 2,155,691.00          | (1,730,728.35)      | 19.71%        |
| <b>TAX INCREMENTAL DISTRICT 8 NET REVENUES (EXPENSES)</b>    | <b>(3,191.26)</b>  | <b>(360,963.94)</b> | <b>(2,024,191.00)</b> |                     |               |
| <b>PARK IMPROVEMENT</b>                                      |                    |                     |                       |                     |               |
| Park Improvement Revenue                                     | 18,000.00          | 32,480.57           | 92,481.00             | (60,000.43)         | 35.12%        |
| Park Improvement Expenses                                    | 18,991.48          | (52,539.36)         | 397,335.00            | (449,874.36)        | -13.22%       |
| <b>PARK IMPROVEMENTS NET REVENUES (EXPENSES)</b>             | <b>(991.48)</b>    | <b>85,019.93</b>    | <b>(304,854.00)</b>   |                     |               |
| <b>CAPITAL PROJECTS</b>                                      |                    |                     |                       |                     |               |
| <b>Capital Projects Revenue</b>                              | <b>-</b>           | <b>184,955.54</b>   | <b>384,363.00</b>     | <b>(199,407.46)</b> | <b>48.12%</b> |
| Construction Projects  | 4,717.87           | 9,149.69            | 116,138.00            | (106,988.31)        | 7.88%         |
| Administration Capital Projects                              | 18,987.26          | 112,345.27          | 202,017.00            | (89,671.73)         | 55.61%        |
| <b>TOTAL CONSTRUCTION EXPENSES</b>                           | <b>23,705.13</b>   | <b>121,494.96</b>   | <b>318,155.00</b>     | <b>(196,660.04)</b> | <b>38.19%</b> |
| <b>CAPITAL PROJECTS NET REVENUES (EXPENSES)</b>              | <b>(23,705.13)</b> | <b>63,460.58</b>    | <b>66,208.00</b>      |                     |               |

|   | JUNE               | YTD 2021            | BUDGET 2021         | VARIANCE              | % OF BUDGET   |
|---|--------------------|---------------------|---------------------|-----------------------|---------------|
| <b>SEWER</b>                              |                    |                     |                     |                       |               |
| <b>Sewer Revenues</b>                     | <b>200,562.80</b>  | <b>1,263,867.23</b> | <b>3,089,536.00</b> | <b>(1,825,668.77)</b> | <b>40.91%</b> |
| Sewer Capital                             | 907.07             | 21,553.06           | 286,720.00          | (265,166.94)          | 7.52%         |
| Sewer Financing                           | 19,366.00          | 119,377.27          | 235,194.00          | (115,816.73)          | 50.76%        |
| Sewer Treatment                           | 171,497.18         | 1,030,465.05        | 2,381,600.00        | (1,351,134.95)        | 43.27%        |
| Sewer Collection                          | 11,053.62          | 95,462.74           | 219,971.00          | (124,508.26)          | 43.40%        |
| Sewer Customer A/R                        | 9,743.33           | 53,423.40           | 144,243.00          | (90,819.60)           | 37.04%        |
| Sewer Admin and General                   | 11,261.95          | 75,522.24           | 178,169.00          | (102,646.76)          | 42.39%        |
| <b>TOTAL SEWER EXPENSES</b>               | <b>223,829.15</b>  | <b>1,395,803.76</b> | <b>3,445,897.00</b> | <b>(2,050,093.24)</b> | <b>40.51%</b> |
| <b>SEWER NET REVENUES (EXPENSES)</b>      | <b>(23,266.35)</b> | <b>(131,936.53)</b> | <b>(356,361.00)</b> |                       |               |
| <b>WATER UTILITY</b>                      |                    |                     |                     |                       |               |
| <b>Water Utility Revenues</b>             | <b>191,237.16</b>  | <b>1,106,043.31</b> | <b>2,672,485.00</b> | <b>(1,566,441.69)</b> | <b>41.39%</b> |
| Water Capital Projects                    | 346.29             | 9,250.09            | 48,432.00           | (39,181.91)           | 19.10%        |
| Water Financing                           | 56,834.00          | 358,767.16          | 712,028.00          | (353,260.84)          | 50.39%        |
| Water Source                              | 15,324.59          | 76,970.35           | 72,611.00           | 4,359.35              | 106.00%       |
| Pumping                                   | 18,807.99          | 84,069.48           | 312,837.00          | (228,767.52)          | 26.87%        |
| Water Treatment                           | 43,862.70          | 192,866.33          | 385,965.00          | (193,098.67)          | 49.97%        |
| Water Distribution                        | 52,977.32          | 251,398.20          | 580,231.00          | (328,832.80)          | 43.33%        |
| Customer A/R                              | 4,593.64           | 26,251.95           | 60,043.00           | (33,791.05)           | 43.72%        |
| Admin and General                         | 8,883.64           | 77,528.04           | 163,778.00          | (86,249.96)           | 47.34%        |
| <b>TOTAL WATER EXPENSES</b>               | <b>201,630.17</b>  | <b>1,077,101.60</b> | <b>2,335,925.00</b> | <b>(1,258,823.40)</b> | <b>46.11%</b> |
| <b>WATER NET REVENUES (EXPENSES)</b>      | <b>(10,393.01)</b> | <b>28,941.71</b>    | <b>336,560.00</b>   |                       |               |
| <b>STORMWATER UTILITY</b>                 |                    |                     |                     |                       |               |
| <b>Stormwater Revenue</b>                 | <b>100,136.99</b>  | <b>597,906.41</b>   | <b>2,280,245.00</b> | <b>(1,682,338.59)</b> | <b>26.22%</b> |
| Stormwater Capital Projects               | 6,903.05           | 19,632.51           | 781,043.00          | (761,410.49)          | 2.51%         |
| Storm Financing                           | 36,700.00          | 254,080.59          | 491,661.00          | (237,580.41)          | 51.68%        |
| Storm Pond Maintenance                    | 6,319.39           | 58,841.23           | 117,031.00          | (58,189.77)           | 50.28%        |
| Storm Collection                          | 21,291.51          | 98,344.91           | 310,334.00          | (211,989.09)          | 31.69%        |
| Storm Customer A/R                        | 4,593.53           | 26,279.81           | 55,157.00           | (28,877.19)           | 47.65%        |
| Storm Admin and General                   | 17,844.30          | 122,247.67          | 212,859.00          | (90,611.33)           | 57.43%        |
| <b>TOTAL STORM EXPENSES</b>               | <b>93,651.78</b>   | <b>579,426.72</b>   | <b>1,968,085.00</b> | <b>(1,388,658.28)</b> | <b>29.44%</b> |
| <b>STORMWATER NET REVENUES (EXPENSES)</b> | <b>6,485.21</b>    | <b>18,479.69</b>    | <b>312,160.00</b>   |                       |               |

Reminder that most of our intergovernmental revenue is received in November

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

Property, Auto and Workers Compensation premiums paid for 1st -3rd quarter 2021 so expenses for nine months are shown YTD June

A few construction expense accounts still have a credit balance due to accruing retainage and work completed but not billed on public construction contracts for 2020 audit. These transactions get reversed in January 2021 creating a negative expense amount so that when actual bill comes in and is paid, the expense that hits 2021 is for work that completed in 2021 only. Final close out of contracts often takes great deal of time as settling on final quantities.

Landfill revenue for Sewer Utility is billed on a quarterly billing - second quarter not billed until July due to delay in getting info from County.

Development incentives paid for two agreements in TID 4 per terms of agreement (typically terms are in August due to tax settlement)

Capital Contributions are a revenue for the Utilities (infrastructure paid for by TIF or Developer contributed). This amount is not recorded until year-end.

(Budget is \$257,600 in Sewer, \$396,2000 in Water and \$963,000 in Storm)

Water Utility makes payment to MCO a month in advance per terms of agreement so seven months are expensed in YTD June

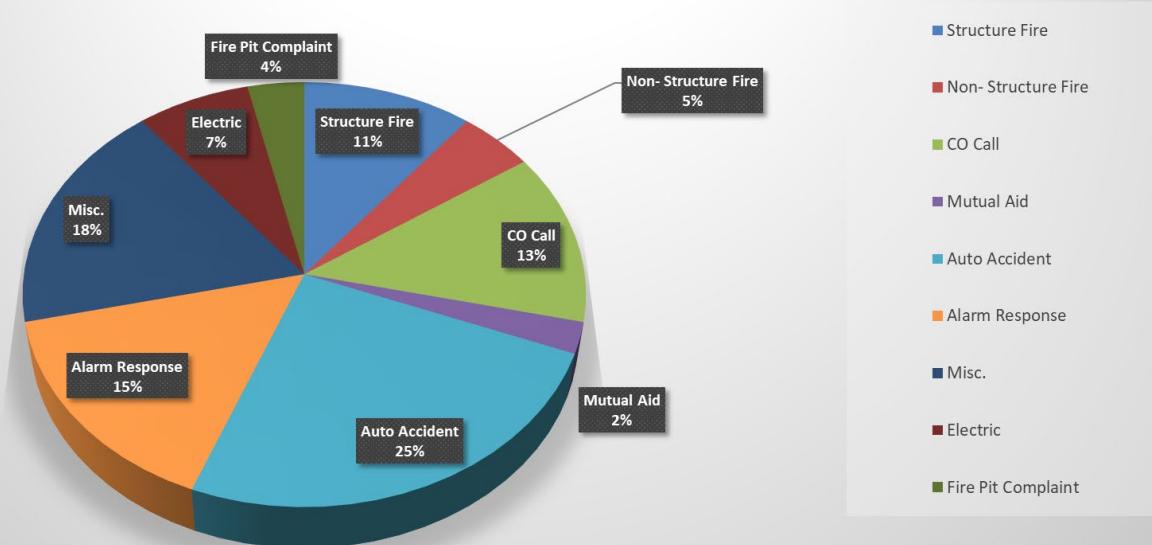
Capital assets are shown as expense in utilities until capitalized as part of year end audit preparation.

# LITTLE CHUTE FIRE DEPARTMENT

## Little Chute Fire Department - 2021 Calls for Service

|                     | Structure Fire | Non-Structure Fire | CO Call   | Mutual Aid | Auto Accident | Alarm Response | Misc.     | Electric | Fire Pit Complaint | 2021 Total Responses | 2020 Total Responses | 2019 Total Responses | 2018 Total Responses | 2017 Total Responses | 2016 Total Responses | 2015 Total Responses |
|---------------------|----------------|--------------------|-----------|------------|---------------|----------------|-----------|----------|--------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <b>2021 SUMMARY</b> | <b>9</b>       | <b>4</b>           | <b>11</b> | <b>2</b>   | <b>21</b>     | <b>13</b>      | <b>15</b> | <b>6</b> | <b>3</b>           | <b>84</b>            | <b>152</b>           | <b>202</b>           | <b>165</b>           | <b>172</b>           | <b>155</b>           | <b>132</b>           |
| January 2021 Calls  | 1              | 1                  |           |            | 1             | 2              |           | 2        |                    |                      | 7                    |                      |                      |                      |                      |                      |
| February 2021 Calls |                |                    | 4         |            |               | 2              | 1         | 1        |                    |                      | 8                    |                      |                      |                      |                      |                      |
| March 2021 Calls    |                | 2                  | 3         | 1          | 4             | 3              | 4         |          |                    |                      | 17                   |                      |                      |                      |                      |                      |
| April 2021 Calls    | 1              |                    | 1         |            | 3             |                | 5         |          |                    |                      | 10                   |                      |                      |                      |                      |                      |
| May 2021 Calls      | 5              | 1                  | 1         | 1          | 7             | 4              | 1         | 1        | 2                  | 23                   |                      |                      |                      |                      |                      |                      |
| June 2021 Calls     | 2              |                    | 2         |            | 6             | 2              | 4         | 2        | 1                  | 19                   |                      |                      |                      |                      |                      |                      |

## Call by Type - 2021 Calls for Service





# FOX VALLEY METRO POLICE DEPARTMENT

## **HIRING/PERSONNEL:**

- Joe Bures has been offered the vacant patrol officer position and has accepted. His scheduled start date is June 21.
- Jack Schinke started as our new Community Service Officer on June 7.

## **PATROL:**

- Our department has been participating in traffic enforcement grants. Areas of focus have been impaired driving and seatbelt enforcement.

## **CLERICAL/ADMIN:**

- Clerical staff recently participated in three days of training regarding updates for our records management system.
- Crisis calls and medical clearance calls having been taking our patrol officers off the streets for excessive amounts of time. The command staff is meeting with a private company that provides transport and standby services for calls like these. We hope to identify some ways to be more efficient in this area.

## **TRAINING:**

- Nothing currently.

## **EVENTS:**

- No major incidents to report from Cheesefest. Our new Utility Terrain Vehicle (UTV) was used to assist with two medical calls at the festival though.
- National Night Out is coming up at Legion Park on 8/3 from 4pm to 8pm. There will be bounce houses, games, fire trucks, police vehicles, food, and a magic show for families.

## **ACTIVITY / PERFORMANCE METRICS:**

Below is a table showing a three-month comparison of calls for service and incidents in Little Chute.



# FOX VALLEY METRO POLICE DEPARTMENT

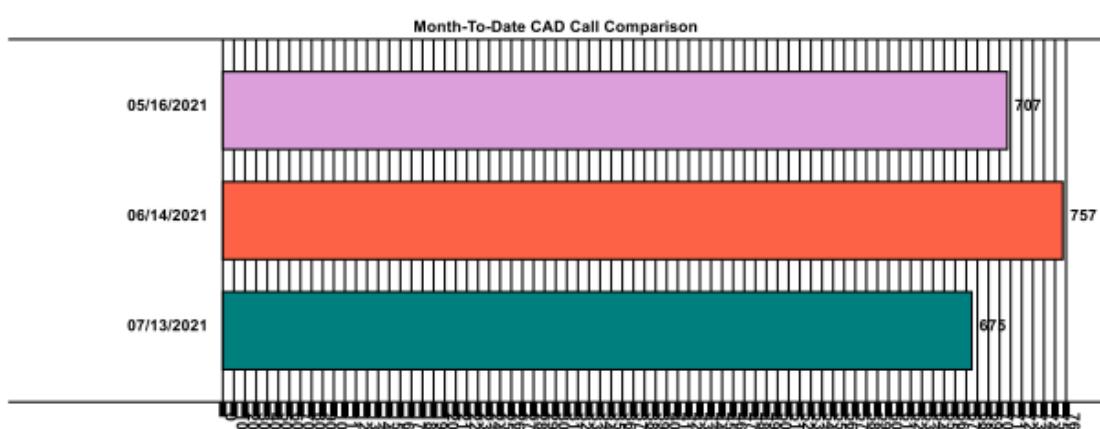
## Month-to-Date CAD Call Detail

### Month-To-Date CAD Received Calls

| Call Nature                  | 06/15/2021     | 05/17/2021     | 1 mo %  | 04/18/2021     | 2 mo %  |
|------------------------------|----------------|----------------|---------|----------------|---------|
|                              | to 07/13/2021: | to 06/14/2021: | change: | to 05/16/2021: | change: |
| 911 Misdial                  | 73             | 65             | 12.3%   | 87             | -16.1%  |
| Abandoned Vehicle            | 4              | 5              | -20.0%  | 3              | 33.3%   |
| Accident in a Parking Lot    | 4              | 4              | 0.0%    | 9              | -55.6%  |
| Accident with Extrication    | 0              | 0              | N/A     | 1              | -100.0% |
| Accident with Injury         | 1              | 4              | -75.0%  | 1              | 0.0%    |
| Accident with Scene Safety   | 0              | 0              | N/A     | 1              | -100.0% |
| Accident with Spill Cleanup  | 0              | 3              | -100.0% | 0              | N/A     |
| Allergies A-Adam Response    | 1              | 0              | N/A     | 0              | N/A     |
| Animal Bite                  | 4              | 1              | 300.0%  | 3              | 33.3%   |
| Animal Call                  | 20             | 23             | -13.0%  | 12             | 66.7%   |
| Assist Citizen or Agency     | 36             | 58             | -37.9%  | 47             | -23.4%  |
| Back Problem A-Adam Response | 2              | 0              | N/A     | 0              | N/A     |
| Bicycle Stop                 | 0              | 0              | N/A     | 2              | -100.0% |
| Bleeding D-David Response    | 0              | 1              | -100.0% | 0              | N/A     |
| Breathing Problem C-Charles  | 0              | 2              | -100.0% | 1              | -100.0% |
| Breathing Problem D-David    | 4              | 6              | -33.3%  | 2              | 100.0%  |
| Burglary                     | 1              | 1              | 0.0%    | 2              | -50.0%  |
| Carbon Monoxide Alarm        | 0              | 3              | -100.0% | 0              | N/A     |
| Chest Complaint C-Charles    | 1              | 1              | 0.0%    | 1              | 0.0%    |
| Chest Complaint D-David      | 4              | 2              | 100.0%  | 0              | N/A     |
| Choking E-Edward Response    | 0              | 0              | N/A     | 1              | -100.0% |
| Civil Matter Assist          | 1              | 1              | 0.0%    | 2              | -50.0%  |
| Civil Process                | 6              | 3              | 100.0%  | 3              | 100.0%  |
| Crime Prevention             | 24             | 29             | -17.2%  | 57             | -57.9%  |
| Damage to Property           | 8              | 14             | -42.9%  | 4              | 100.0%  |
| Diabetic Issue A-Adam        | 1              | 0              | N/A     | 0              | N/A     |
| Diabetic Issue D-David       | 0              | 1              | -100.0% | 0              | N/A     |
| Disorderly Conduct           | 0              | 1              | -100.0% | 0              | N/A     |
| Disturbance                  | 21             | 18             | 16.7%   | 6              | 250.0%  |
| Disturbance with a Weapon    | 1              | 0              | N/A     | 0              | N/A     |
| Domestic Disturbance         | 4              | 2              | 100.0%  | 2              | 100.0%  |

|                              |    |    |         |    |          |
|------------------------------|----|----|---------|----|----------|
| Drug Complaint               | 2  | 1  | 100.0%  | 4  | -50.0%   |
| Emergency Committal          | 1  | 2  | -50.0%  | 0  | N/A      |
| Exposure A-Adam Response     | 0  | 1  | -100.0% | 0  | N/A      |
| Fainting A-Adam              | 1  | 0  | N/A     | 0  | N/A      |
| Fainting C-Charles           | 0  | 0  | N/A     | 2  | -100.0%  |
| Falls A-Adam Response        | 3  | 1  | 200.0%  | 3  | 0.0%     |
| Falls B-Boy Response         | 2  | 2  | 0.0%    | 2  | 0.0%     |
| Falls D-David Response       | 0  | 3  | -100.0% | 0  | N/A      |
| Fire Alarm Commercial        | 2  | 4  | -50.0%  | 0  | N/A      |
| Fire Alarm Residential       | 0  | 1  | -100.0% | 0  | N/A      |
| Fire Dept Public Relations   | 1  | 0  | N/A     | 0  | N/A      |
| Fire Stuck Elevator Rescue   | 0  | 1  | -100.0% | 0  | N/A      |
| Fire Unauthorized Burning    | 0  | 1  | -100.0% | 2  | -100.0%  |
| Fire Vegetation or Grass     | 1  | 1  | 0.0%    | 0  | N/A      |
| Fireworks Complaint          | 11 | 2  | 450.0%  | 1  | 1,000.0% |
| Follow Up                    | 23 | 27 | -14.8%  | 22 | 4.5%     |
| Fraud Complaint              | 8  | 4  | 100.0%  | 5  | 60.0%    |
| Graffiti Complaint           | 0  | 1  | -100.0% | 5  | -100.0%  |
| Harassment                   | 4  | 8  | -50.0%  | 5  | -20.0%   |
| Hazard in Roadway            | 9  | 23 | -60.9%  | 12 | -25.0%   |
| Headache C-Charles Response  | 0  | 1  | -100.0% | 0  | N/A      |
| Heart Problem C-Charles      | 1  | 0  | N/A     | 1  | 0.0%     |
| Heart Problem D-David        | 0  | 1  | -100.0% | 2  | -100.0%  |
| Jail GPS Checks              | 33 | 23 | 43.5%   | 29 | 13.8%    |
| Juvenile Complaint           | 11 | 11 | 0.0%    | 10 | 10.0%    |
| Law Alarms - Burglary Panic  | 14 | 7  | 100.0%  | 8  | 75.0%    |
| Lost or Found Valuables      | 4  | 14 | -71.4%  | 8  | -50.0%   |
| Medical Assistance No Injury | 5  | 3  | 66.7%   | 0  | N/A      |
| Medical Pre-Alert            | 3  | 6  | -50.0%  | 0  | N/A      |
| Missing Person               | 2  | 2  | 0.0%    | 0  | N/A      |
| Motorist Assist              | 14 | 24 | -41.7%  | 11 | 27.3%    |
| Natural Gas or Propane Leak  | 1  | 0  | N/A     | 2  | -50.0%   |
| Noise Complaint              | 6  | 10 | -40.0%  | 12 | -50.0%   |
| Ordinance Violation          | 7  | 11 | -36.4%  | 14 | -50.0%   |
| Overdose B-Boy               | 0  | 1  | -100.0% | 0  | N/A      |
| Overdose C-Charles           | 0  | 1  | -100.0% | 0  | N/A      |
| Overdose D-David             | 0  | 0  | N/A     | 1  | -100.0%  |
| PNB E-Edward Response        | 1  | 2  | -50.0%  | 1  | 0.0%     |
| Parking Enforcement          | 12 | 17 | -29.4%  | 10 | 20.0%    |
| Reckless Driving Complaint   | 26 | 30 | -13.3%  | 24 | 8.3%     |
| Residence Lockout            | 1  | 1  | 0.0%    | 1  | 0.0%     |

|                                |     |     |         |     |         |
|--------------------------------|-----|-----|---------|-----|---------|
| Retail Theft                   | 0   | 1   | -100.0% | 1   | -100.0% |
| Runaway Juvenile               | 0   | 1   | -100.0% | 2   | -100.0% |
| Scam                           | 1   | 0   | N/A     | 1   | 0.0%    |
| Seizure A-Adam Response        | 2   | 0   | N/A     | 1   | 100.0%  |
| Seizure C-Charles Response     | 1   | 0   | N/A     | 0   | N/A     |
| Seizure D-David Response       | 3   | 2   | 50.0%   | 1   | 200.0%  |
| Sex Offense                    | 4   | 2   | 100.0%  | 2   | 100.0%  |
| Sick A-Adam                    | 4   | 3   | 33.3%   | 3   | 33.3%   |
| Sick C-Charles                 | 1   | 3   | -66.7%  | 2   | -50.0%  |
| Stroke C-Charles               | 2   | 1   | 100.0%  | 0   | N/A     |
| Structure Fire Smoke or Flame  | 3   | 0   | N/A     | 7   | -57.1%  |
| Suspicious Incident            | 16  | 15  | 6.7%    | 8   | 100.0%  |
| Suspicious Person              | 7   | 3   | 133.3%  | 4   | 75.0%   |
| Suspicious Vehicle             | 8   | 5   | 60.0%   | 10  | -20.0%  |
| Testing Only                   | 4   | 0   | N/A     | 1   | 300.0%  |
| Theft Complaint                | 13  | 11  | 18.2%   | 11  | 18.2%   |
| Theft of Automobile Complaint  | 0   | 1   | -100.0% | 1   | -100.0% |
| Traffic Enforcement            | 6   | 1   | 500.0%  | 15  | -60.0%  |
| Traffic Stop                   | 109 | 134 | -18.7%  | 139 | -21.6%  |
| Transport Accident A-Adam      | 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     |
| Trespassing                    | 2   | 4   | -50.0%  | 0   | N/A     |
| Truancy                        | 0   | 2   | -100.0% | 0   | N/A     |
| Unconscious D-David            | 2   | 1   | 100.0%  | 1   | 100.0%  |
| Unknown Odor Outdoors          | 0   | 1   | -100.0% | 0   | N/A     |
| Unlocked or Standing Open Door | 1   | 1   | 0.0%    | 1   | 0.0%    |
| Vehicle Accident               | 11  | 22  | -50.0%  | 18  | -38.9%  |
| Vehicle Lockout                | 5   | 4   | 25.0%   | 6   | -16.7%  |
| Vehicle Pursuit                | 1   | 0   | N/A     | 1   | 0.0%    |
| Violation of Court Order       | 3   | 4   | -25.0%  | 0   | N/A     |
| Wanted Person or Apprehension  | 1   | 3   | -66.7%  | 2   | -50.0%  |
| Weapon Violation               | 0   | 1   | -100.0% | 1   | -100.0% |
| Welfare Check                  | 35  | 32  | 9.4%    | 22  | 59.1%   |
| Wire Down                      | 0   | 1   | -100.0% | 1   | -100.0% |





# Little Chute Public Library

Gerard H. Van Hoof Memorial

## JUNE HIGHLIGHTS

- Staff attended continuing education workshops
- Continued collaboration with Village Intern on grant opportunities and writing
- Continued planning for “Book a Bike” project, neighboring libraries interested in participating
- Outreach to public and private schools in Freedom
  - St. Nicholas school would like book delivery and outreach story time during school year
  - Freedom school would like our library staff to attend their teacher in-service
- Continued planning with Park & Rec for family area at Market on Main Village Event
- Staff has continued tours of the library for patrons as they come into to familiarize them with the new layout
- Computer lab had new countertops installed with a whiteboard finish
- Updated the catalog computers with built in desks
- Outdoor masonry is being repaired
- In library and mobile print is transitioned to the OWLS services
- Tech support requests are out to Envisionware for repair of the entryway security gate
- Collecting community feedback on non-traditional items for checkout
- There now have 4 regular library volunteers
- Library overall has been very busy! Evenings which were slow pre-pandemic are now have regular foot traffic
- Collection development work to fill in books in series, add lucky day items, and replace worn/high demand items
- Large boom in circulation with reopening and summer programs
- [Live interview on WLUK with Katherine and Cabbage](#)
- Outreach to VendeHey's to discuss programing partnerships and future community garden
- Met with and coordinated outreach to Country Villa Assisted Living in Freedom
  - Outreach will include book delivery, outreach programs to Country Villa and transportation for residents to library

## TOP PRIORITIES FOR JULY

- Bookstore Organization Model project
- Fall programing schedule
- Finish exterior of building repair
- Continued marketing push to non-library users
- Begin outreach to senior facilities
- Addition of instructional technology for computer lab

## UPCOMING EVENTS

- Evening Book Club
- To-go Crafts and STEAM kits
- Pop-in STEAM Slime: July 22 1:30-2:30
- Library Booth at Family Fun Fest: July 27 5:00-7:30
- Virtual programing via Facebook
- In person Storytime: Tuesdays 10am and Wednesdays at 6pm
- LIT Nights & Kids movie nights: 2<sup>nd</sup> Fridays 6:30, grownups at Seth's Coffee, Kids at library

| Library Statistics from OWLS          |       |       |       |       |       |         |
|---------------------------------------|-------|-------|-------|-------|-------|---------|
|                                       | JAN   | FEB   | MAR   | APR   | MAY   | JUNE    |
| <b>Physical Materials Circulation</b> | 1,704 | 3,123 | 3,323 | 3,209 | 2,072 | 10,290* |
| <b>Hoopla EBooks</b>                  | 92    | 98    | 104   | 97    | 104   | 109     |
| <b>Hoopla Audiobooks</b>              | 168   | 168   | 190   | 163   | 194   | 171     |
| <b>Hoopla Movies</b>                  | 13    | 4     | 13    | 18    | 10    | 12      |
| <b>Hoopla Comics</b>                  | 14    | 8     | 14    | 6     | 7     | 8       |
| <b>Hoopla Music</b>                   | 14    | 8     | 3     | 7     | 7     | 13      |
| <b>Hoopla TV</b>                      | 6     | 8     | 0     | 0     | 0     | 2       |
| <b>Overdrive E Book</b>               | 407   | 716   | 642   | 601   | 600   |         |
| <b>Overdrive Audiobook</b>            | 676   | 420   | 479   | 430   | 476   |         |
| <b>Overdrive Magazines</b>            | NA    | 7     | 25    | 27    | 26    |         |
| <b>RB Digital Magazines</b>           | 122   | 92    | 86    | NA    | NA    | NA      |
| <b>Physical Renewals</b>              | 531   | 1,197 | 1,256 | 1,213 | 1,120 | 1,335   |
| <b>ILL Loaned</b>                     | 1,727 | 1,648 | 1,805 | 1,555 | 714   | 1,466   |
| <b>ILL Borrowed</b>                   | 2,167 | 2,207 | 2,217 | 2,173 | 2,014 | 2,215   |
| <b>Public Internet Use</b>            | 0     | 0     | 0     | 0     | 24    | 4,826   |
| <b>Wireless Logins</b>                | 639   | 52    | 695   | 750   | 662   | 806     |
| <b>Laptop Checkouts</b>               | N/A   | N/A   | 28    | 32    | 19    |         |
| <b>Door Count</b>                     | 0     | 0     | 0     | 780   | 450   | 3,730** |

\*Pre-pandemic/2019 circulation stats for June: 10,574

\*\*Estimated from one-week statistics

## Library Event Statistics:

|  |                                |
|--|--------------------------------|
| Grand Opening Ribbon Cutting:                              | 62                             |
| Grand Opening Prize Giveaways:                             | 250                            |
| Evening Book Club:   | 12                             |
| Farmers Market Booth Visits:                               | 60                             |
| Cheese Fest Booth Visits:                                  | 640                            |
| Race into Reading Booth Visits:                            | 150                            |
| FB Live Views at Race into Reading Event:                  | 944                            |
| Brew and Local Author Event:                               | 214                            |
| Chair Painting at Rustic Rescue:                           | 40                             |
| Story times:   | 107                            |
| Lit Night's & Children's Movie:                            | 13                             |
| Informative Social Media Post Engagements :                | 663                            |
| Recreational Social Media Post Engagements:                | 1,212 (Facebook and Instagram) |
| To-Go Crafts (In library, Cheese Fest, Race into Reading): | 650                            |
| To-Go STEAM kits:  | 50                             |
| Summer Library Promo Video Views:                          | 76                             |
| Unboxing Video Engagements:                                | 670                            |



# PARKS, RECREATION, AND FORESTRY DEPARTMENT

## JUNE HIGHLIGHTS

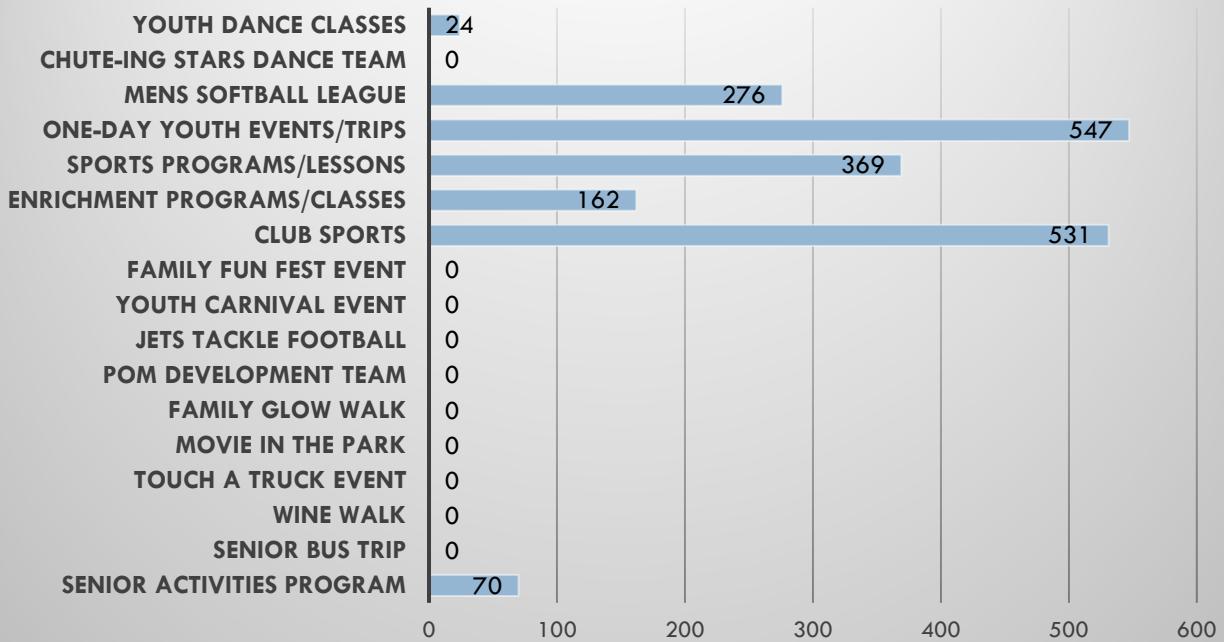
- Held Nelson Heritage Crossing Bridge ribbon cutting June 18.
- Received CORP community survey results.
- Continued to set up vendors for the Village Market.
- Constant communication with families and rec instructors about program/facility cancellations, event postponements, rescheduling & refunds.
- Senior Activities Program started meeting for cards again as of Wednesday, June 2.
- Great Wisconsin Cheese Festival at Doyle Park held on June 4, 5 & 6 - prep / event work /cleanup.
- Held Bloodborne Training for all summer staff & CPR/First Aide/AED training for rec instructors.
- Daily prep work for recreation programs and special youth events that started second week of June.
- New director, John McDonald, started employment with village June 14.
- Planning for programs in fall/winter program book; submitted changes to graphic artist.
- Sent men's end-of-season softball tournament registration form to team managers.
- Contracts sent for officials for fall jets football home games.
- Solicit sponsors for Youth Carnival.
- Held interviews for parks foreman position on June 16, candidate selected, starting June 24.
- Held successful lifeguard course June 5.
- Opened Doyle Pool and Slide for the season on Sunday, June 6.
- Reinstated season swim passes and lifted capacity limits.
- Working on pool boiler repairs.
- Pool storage shed ordered and installed.
- Chipper trucks sent out due to windstorm



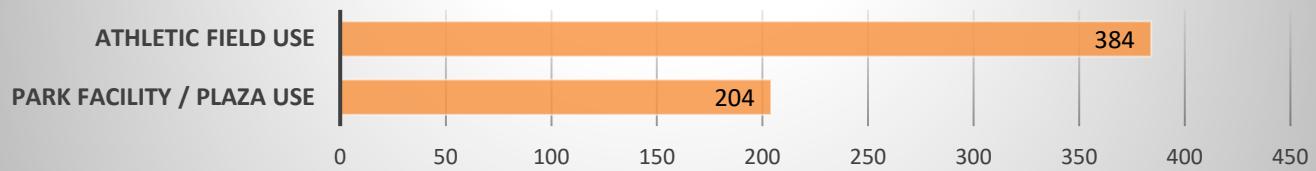
## TOP PRIORITIES FOR JULY

- Ordering trail counters for new bridge and Mill Street.
- CORP Development
- Finalize fall/winter program book; proof; send to print by mid-July; mailing to LC taxpayers July 26
- Enter upcoming programs in RecDesk to prepare for start of program registration on August 2
- Prep work for weekly programs (staff scheduling, supplies, activities, snacks for programs, etc.)
- Prep work for Family Fun Fest on July 27 (staff scheduling, food needs, inflatables, setup, etc.)
- Prep work for Youth Carnival on August 11 (staff scheduling, food needs, inflatables, setup, etc.)
- Prep work for Party on the Plaza on August 18 (staff, food needs, games, movie screen, setup, etc.)
- Prep work for jets football program (final contracts, coach background checks, equipment, etc.)
- Install Wayfinding Signs for boardwalk to secure \$600,000 grant from county.
- Finish Van Lieshout Recreation Center Bean Bag Toss Area
- Continue to mulch and trim trees on Heesakker Trails
- Getting budget figures for 2022

## 2021 Year-To-Date PROGRAM PARTICIPATION



## 2021 Year-To-Date...



| Doyle Pool 2021 Season to Date |                     |
|--------------------------------|---------------------|
| Days of Operation              | 38/78               |
| Attendance                     | 4473                |
| Daily Fees                     | \$ 11,918.00        |
| Season Passes Sold             | \$ 3,687.50         |
| Swim Lessons Sold              | \$ 25,700.00        |
| Concessions Afternoon          | \$ 5,676.75         |
| Concessions Evening            | \$ 700.75           |
| Other                          | \$ 2,787.50         |
| <b>TOTAL</b>                   | <b>\$ 50,470.50</b> |

As of July 13, 2021

# PUBLIC WORKS DEPARTMENT

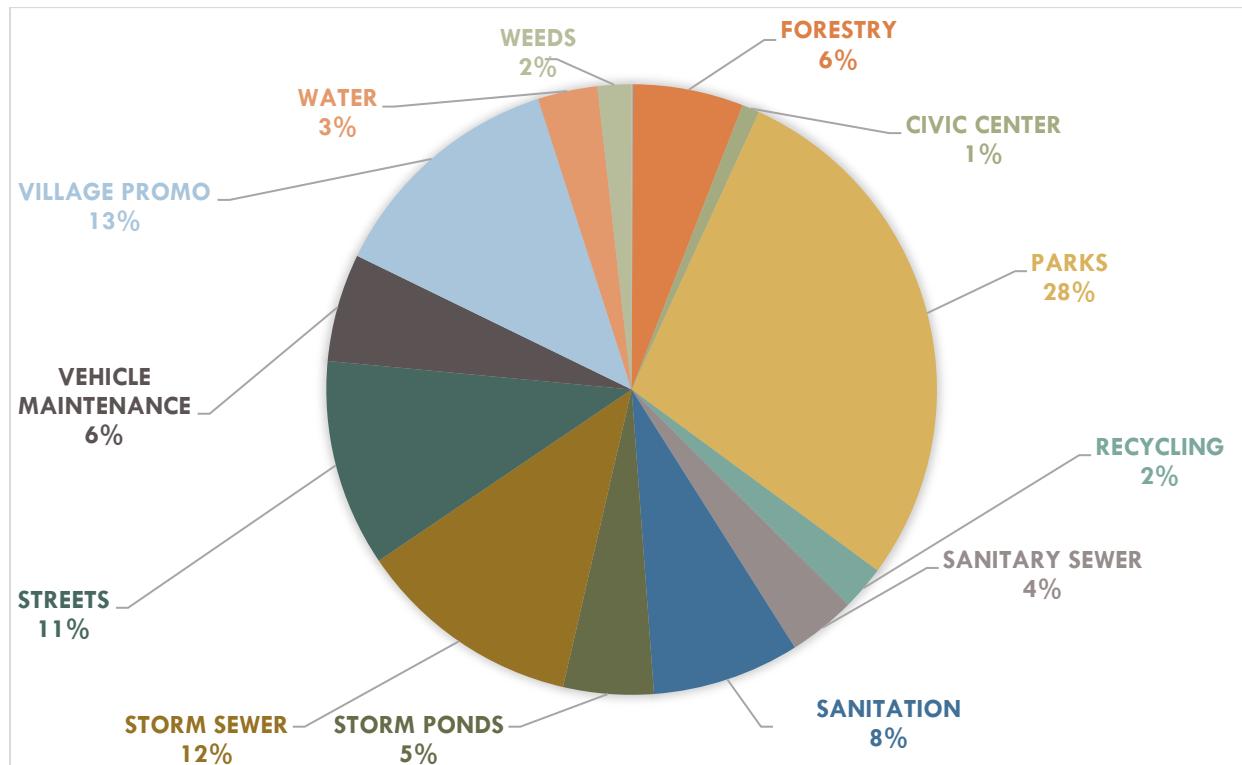
## JUNE HIGHLIGHTS

- Continued to monitor TDS fiber installation. White Construction is proceeding South from I-41.
- Monitored ATT fiber installation.
- Employees replaced batteries, maintained, and read laser meters in sanitary sewer system.
- Consultant work continued the Geographical Information System (GIS) data conversion.
- Employees searched, found, and repaired infiltration in the sanitary sewer collection system.
- Pressure jetting of the Village's sanitary sewer system continues.
- Repaired potholes on Village streets and downtown crosswalks.
- 700-yard waste cards were renewed for the season by the end of June.
- Filed the 2020 Compliance Maintenance Annual Report (CMAR).

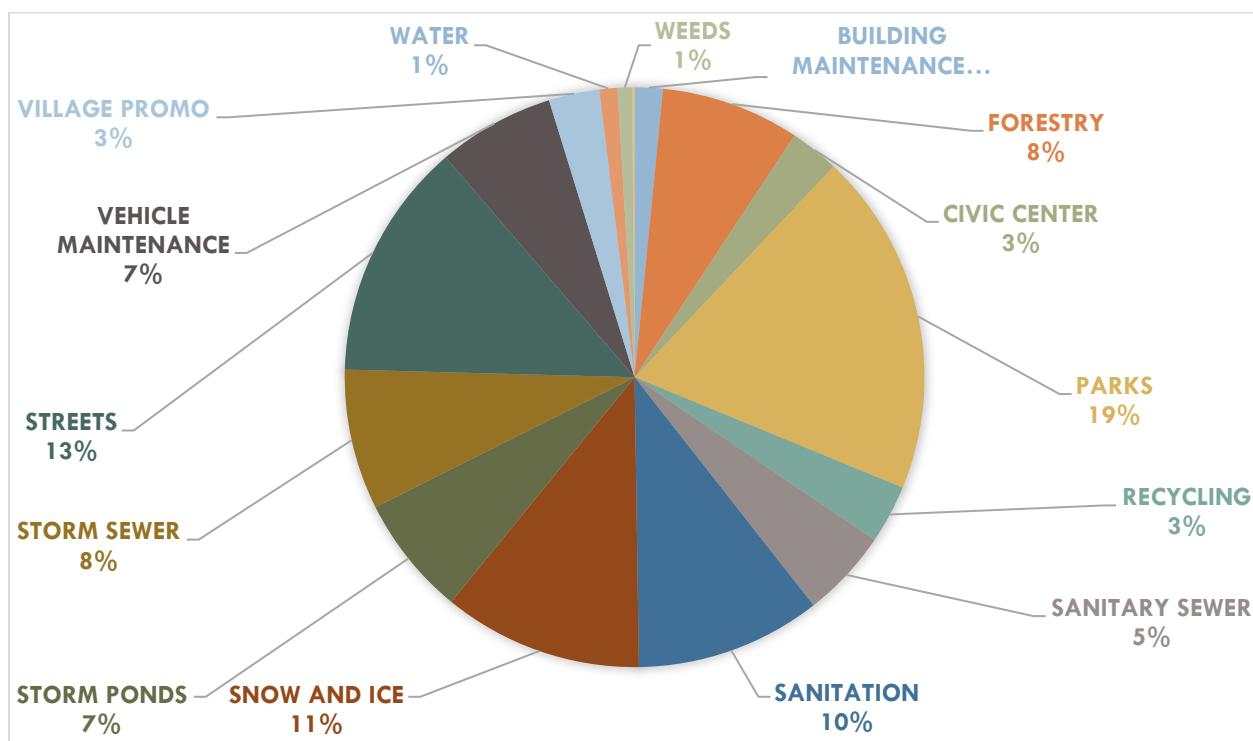
## TOP PRIORITIES FOR JULY

- Monitor and work on both TDS and ATT fiber optic projects.
- Monitor erosion control and storm water permits.
- Monitor laser meter in sanitary sewer collection system.
- Continue to look for I&I in the sanitary collection system and repair sanitary sewer leaks (Infiltration).
- Start collecting; road PASER ratings, sidewalk replacement info, and chip sealing info.
- Create five-year public outreach and public informational plan for the MS4 permit.

## June 2021 Department of Public Works & Parks Department Hours Worked (Includes Full & Part-time Hours)



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



# ENGINEERING DEPARTMENT

## JUNE HIGHLIGHTS

| June 2021 - Utility Installation and Abandonments        |       |           |                   |
|--|-------|-----------|-------------------|
| Evergreen Drive (Vandenbroek Rd. to Freedom Rd. "CTH-N") |       |           |                   |
| SANITARY SEWER   | Units | Installed | Abandoned/Removed |
| 8" PVC Sanitary Main                                     | L.F.  | 32.0      |                   |
| 12" PVC Sanitary Main                                    | L.F.  | 4.0       |                   |
| 6" PVC Sanitary Lateral                                  | L.F.  | 47.0      |                   |
| Reconstruct 4' Dia. Sanitary Sewer MH                    | E.A.  | 1         |                   |
| Install New 4' Dia. Sanitary Sewer MH                    | E.A.  | 1         |                   |
| STORM SEWER  | Units | Installed | Abandoned/Removed |
| 24" RCP Storm Sewer Main                                 | L.F.  | 97.0      | 52.0              |
| 48" RCP Storm Sewer Main                                 | L.F.  | 517.0     |                   |
| 4-Ft Dia. Standard Storm Sewer MH                        | E.A.  | 1         |                   |
| 8-Ft Dia. Standard Storm Sewer MH                        | E.A.  | 4         |                   |
| 7'x 7' Precast Storm Sewer Box MH                        | E.A.  | 1         |                   |
| 8'x 8' Precast Storm Sewer Box MH                        | E.A.  | 1         |                   |
| WATER MAIN   | Units | Installed | Abandoned/Removed |
| 8" PVC Water Main  | L.F.  | 77.0      |                   |
| 12" PVC Water Main                                       | L.F.  | 224.5     | 44.0              |
| 12" Water Valves   | E.A.  | 2         | 2                 |
| 1-1/4" Polyethylene Water Service                        | L.F.  | 119.0     | 119.0             |

**Downtown Hotel Storm Sewer & Lyle Street Storm Sewer** – Engineering staff has provided a final inspection of the installed improvements, prepared a punch, and provided the list to the contractor on June 11, 2021.

**Evergreen Drive (Freedom Road to Vandenbroek Road)** – This project utility work has begun and the contractor is making progress. The Utilities are expected to be completed by the end of July.

**Hartzheim Drive Urbanization and Extension** – This project utility work consists of water main, storm and sanitary sewer extensions. Construction has begun for this project and the utility completion is scheduled for the end of July.

**North Ave - CTH OO Sanitary Sewer Replacement Project** – The contractor has notified engineering staff that work will commence when Evergreen Drive utilities are completed.

**Vandenbroek Pond** – The storm water management report is expected to be completed by the end of July. We expect to submit for WDNR permit review by mid-August.

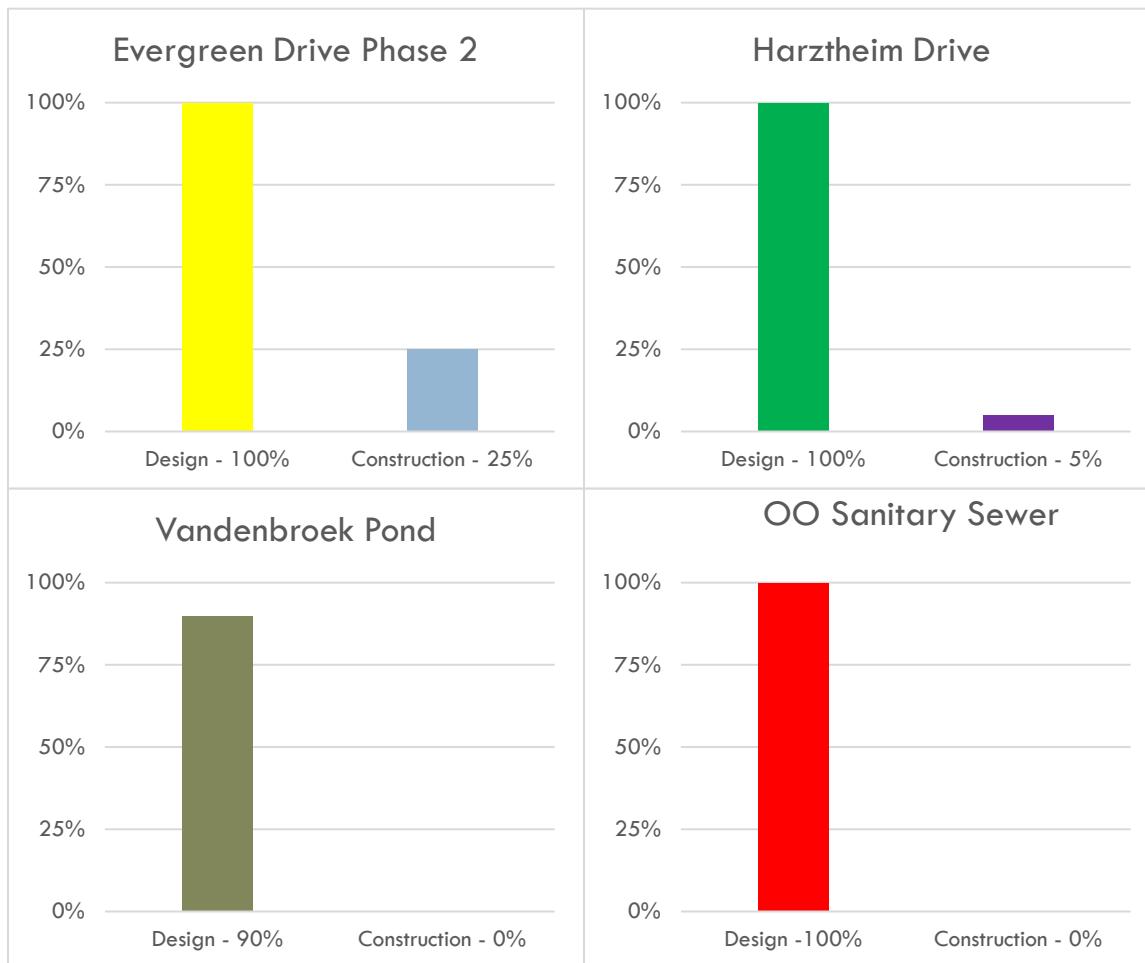
## TOP PRIORITIES FOR JULY

Engineering staff's main priority for the month of July is to have utility construction for our summer projects to be near completion and have these projects ready for paving by August.

**Pheasant Run Storm Sewer**— Engineering staff is revisiting this project to replace an open swale with a storm sewer. Easements are required for this project from the private land owners. Village engineering staff are in the process of contacting the current land owners to obtain the necessary easements and allow us onto their property to obtain survey information.

**Pine Street Parking Lot**— Engineering staff have begun the design of this project with additional information from the Village Board regarding layout requirements.

**Main Street (bypass and turning lane extensions)**— To ease traffic congestion on Main Street an east bound bypass lane and west bound right turn lane will be extended east of Monroe Street. The existing cross-walk bump-outs and three parking stalls will also be removed at this location. To improve pedestrian safety a signalized cross-walk will be installed to assist pedestrians to cross 4-lanes of traffic. To reduce additional congestion issues the two west driveway entrances located at 133 West Main Street will be closed. This is a project that was discussed in 2020 and will be implemented in 2022. We will begin our field survey work for this project in June.



**VILLAGE OF LITTLE CHUTE  
VILLAGE BOARD  
NOTICE OF PUBLIC HEARING**

**CONDITIONAL USE REQUEST**

**NOTICE IS HEREBY GIVEN** that a Public Hearing will be held on July 21, 2021 at 6:00 p.m. by the Village Board, for consideration of the granting of conditional use under authority provided in Section 44 Village Code of Ordinance. Owner requests a conditional use permit for an automotive repair facility. The property is Zoned; CH-Commercial Highway in the Village of Little Chute, Outagamie County, Wisconsin.

**Address:** 310 Allegiance

**Parcel #**260442900 &260443000

**Legal Description:** HJT BUSINESS PARK- NORTH LOT 10 &11

**Current Owner:** HJT Development INC

**Applicant:** Robs Import

**DATE OF HEARING:** July 21, 2021

**TIME OF HEARING:** 6:00pm

**PLACE OF HEARING:** Village Hall

Board Room

108 West Main Street

Little Chute, WI 54140

If you have any questions, please contact the Zoning Administrator at (920) 423-3870

**Publish:** July 14, 2021

Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

Mailed 6/30/21

HJT DEVELOPMENT INC  
N104Q CRAFTSMEN DR  
GREENVILLE, WI 54942

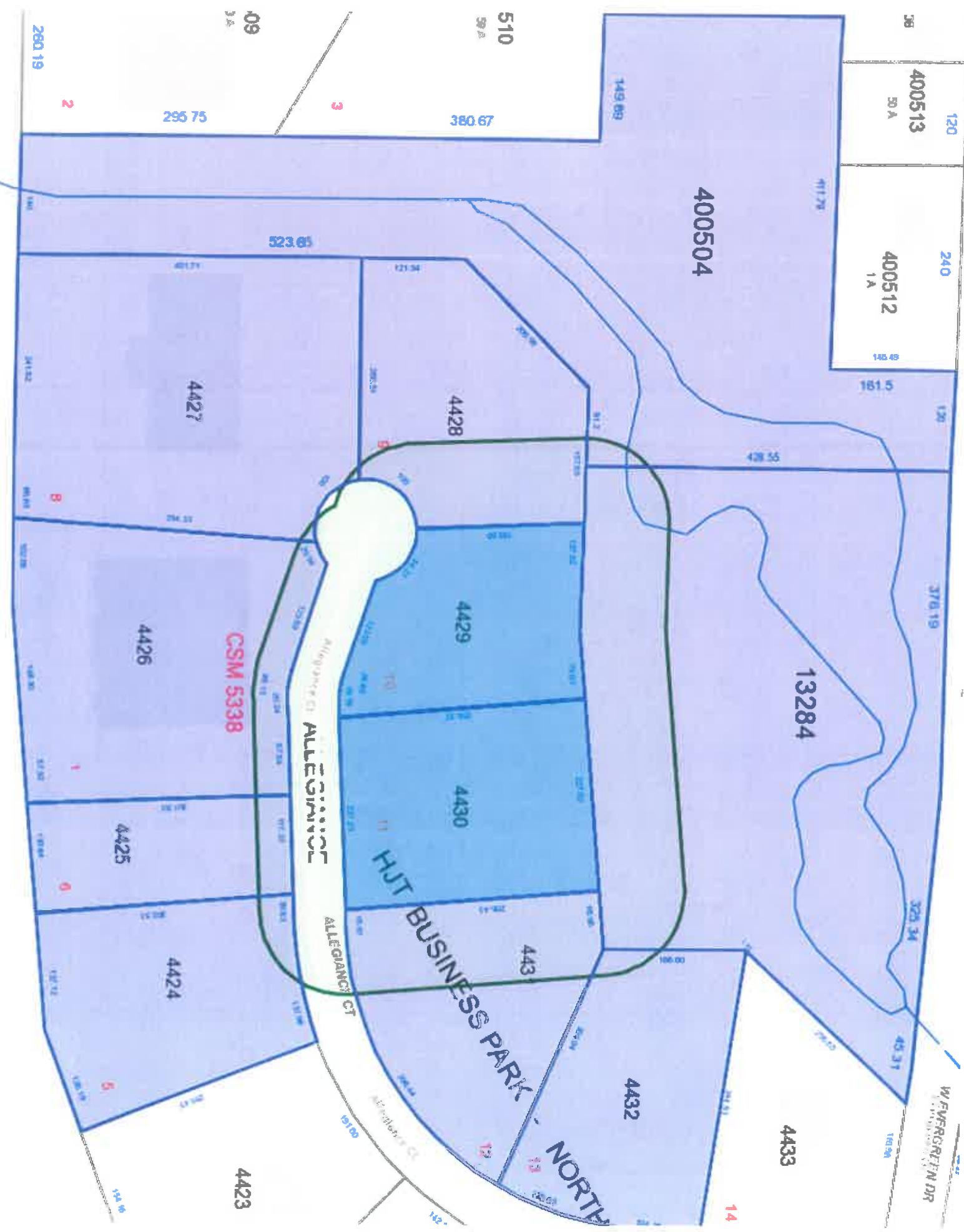
JACKPOT PROPERTIES  
117 PARKWAY DR  
COMBINED LOCKS, WI 54113

TENNESSEN ENTERPRISES LLC  
518 BRULE RD  
DE PERE, WI 54115

SC4 LLC  
235 ALLEGIANCE CT  
APPLETON, WI 54913

BCK INVESTMENTS  
309 ALLEGIANCE CT  
APPLETON, WI 54913

GC ENTERPRISES LLC  
315 ALLEGIANCE CT  
APPLETON, WI 54913



July 14, 2021

**VILLAGE OF LITTLE CHUTE  
VILLAGE BOARD  
NOTICE OF PUBLIC HEARING  
CONDITIONAL USE REQUEST**

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Legal Description: HJT BUSINESS PARK- NORTH LOT 10 &11  
Current Owner: HJT Development INC  
Applicant: Robs Import

DATE OF HEARING: July 21, 2021  
TIME OF HEARING: 6:00pm  
PLACE OF HEARING: Village Hall  
Board Room  
108 West Main Street  
Little Chute, WI 54140

If you have any questions, please contact the Zoning Administrator at (920) 423-3870

Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

Laurie Decker, Village Clerk

WNAXLP

**VILLAGE OF LITTLE CHUTE**  
**Notice of Public Hearing**

**The Little Chute Village Board will conduct a public hearing at the Little Chute Village Hall on Wednesday, July 21<sup>st</sup>, 2021 at 6:00 p.m. to hear comments from the public in support or objection to the amendment and creation of the Motor Vehicles and Traffic Section 26-103 – Pine Street Pedestrian Mall**

The proposed ordinance shall be available for public inspection at the office of the Village Clerk during regular office hours prior to the scheduled date of the public hearing.

**PURPOSE:** To allow for the creation of a Pedestrian Mall on a portion of Pine Street by closing the road to vehicular traffic.

**Notice is further given that the said meeting is open to the public and that all persons wishing to be heard in support or objecting to the adoption of the Village of Little Chute Design Manual are requested to be present at this public hearing.**

**DATE OF HEARING:** July 21<sup>st</sup>, 2021  
**TIME OF HEARING:** 6:00 P.M.  
**PLACE OF HEARING:** Village Hall  
Board Room  
108 West Main Street  
Little Chute, WI 54140

David Kittel  
Community Development Director

Run: July 7<sup>th</sup> and 14th

| OWNER_NAME                        | MAIL_ADD1             | MAIL_ADD2 | CITY_ST_ZIP            |
|-----------------------------------|-----------------------|-----------|------------------------|
| VILLAGE OF LITTLE CHUTE           | 323 S PINE ST         |           | LITTLE CHUTE, WI 54140 |
| GNH ENTERPRISES, LLC              | 517 PINE ST           |           | LITTLE CHUTE, WI 54140 |
| VILLAGE OF LITTLE CHUTE           | 108 W MAIN ST         |           | LITTLE CHUTE, WI 54140 |
| SETHS COFFEE LLC                  | 106 E MAIN ST         |           | LITTLE CHUTE, WI 54140 |
| 130 MAIN LLC                      | 1603 W SUMMER ST      |           | APPLETON, WI 54914     |
| HILST/DERMIT LLP                  | 4527 E 91ST ST        |           | TULSA, OK 74137        |
| VILLAGE OF LITTLE CHUTE           | 108 W MAIN ST         |           | LITTLE CHUTE, WI 54140 |
| VILLAGE OF LITTLE CHUTE           | 108 W MAIN ST         |           | LITTLE CHUTE, WI 54140 |
| PL219TRIER LLC                    | PO BOX 506            |           | ELM GROVE, WI 53122    |
| VILLAGE OF LITTLE CHUTE           | 108 W MAIN ST         |           | LITTLE CHUTE, WI 54140 |
| VILLAGE OF LITTLE CHUTE           | 108 W MAIN ST         |           | LITTLE CHUTE, WI 54140 |
| VILLAGE OF LITTLE CHUTE           | 108 W MAIN ST         |           | LITTLE CHUTE, WI 54140 |
| JULBILLIE                         | 611 W WISCONSIN AV    |           | KAUKAUNA, WI 54130     |
| S & S REAL ESTATE ENTERPRISES LLC | 315 W WISCONSIN AV    |           | APPLETON, WI 54911     |
| VANDERLOOP REAL ESTATE LLC        | PO BOX 346            |           | LITTLE CHUTE, WI 54140 |
| VANGOMPEL, REBECCA J              | 511 VANDENBROEK ST    |           | LITTLE CHUTE, WI 54140 |
| KERKHOFF PROPERTIES LLC           | 133 E MAIN ST         |           | LITTLE CHUTE, WI 54140 |
| VILLAGE OF LITTLE CHUTE           | 108 W MAIN ST         |           | LITTLE CHUTE, WI 54140 |
| VANDERLOOP REAL ESTATE LLC        | PO BOX 346            |           | LITTLE CHUTE, WI 54140 |
| BIRR INVESTMENTS LLC              | W2273 HICKORY VIEW CT |           | KAUKAUNA, WI 54130     |
| REYNEBEAU, LEE R                  | 2517 S MATTHIAS ST    |           | APPLETON, WI 54915     |
| RUSTIC RESQUE LLC                 | 116 E MAIN ST         |           | LITTLE CHUTE, WI 54140 |
| SAKS HOLDINGS LLC                 | 941 LAWTON PL         |           | DE PERE, WI 54115      |

Mailed 6/30/21

GNH Enterprises, LLC  
517 Pine Street  
Little Chute, WI 54140

Seths Coffee LLC  
106 E. Main Street  
Little Chute, WI 54140

130 Main LLC  
1603 Summer Street  
Appleton, WI 54914

HILST/DERMIT LLP  
4527 E. 91<sup>st</sup> Street  
Tulsa, OK 74137

PL219 TRIER LLC  
P.O. Box 506  
Elm Grove, WI 53122

Julbillie  
611 W. Wisconsin Avenue  
Kaukauna, WI 54130

S & S Real Estate Enterprises LLC  
315 W. Wisconsin Avenue  
Appleton, WI 54911

Vanderloop Real Estate LLC  
P.O. Box 346  
Little Chute, WI 54140

VanGompel, Rebecca J  
511 Vandenbroek Street  
Little Chute, WI 54140

Kerkhoff Properties LLC  
133 E Main Street  
Little Chute, WI 54140

BIRR Investments LLC  
W2273 Hickory View CT  
Kaukauna, WI 54130

Reynebeau, Lee R  
2517 S. Matthias Street  
Appleton, WI 54915

Rustic Resque LLC  
116 E Main Street  
Little Chute, WI 54140

SAKS Holdings LLC  
941 Lawton PL  
DePere, WI 54115

July 7 & 14, 2021  
**VILLAGE OF LITTLE CHUTE**  
Notice of Public Hearing

The Little Chute Village Board will conduct a public hearing at the Little Chute Village Hall on Wednesday, July 21st, 2021 at 6:00 p.m. to hear comments from the public in support or objection to the amendment and creation of the Motor Vehicles and Traffic Section 26-103 – Pine Street Pedestrian Mall

The proposed ordinance shall be available for public inspection at the office of the Village Clerk during regular office hours prior to the scheduled date of the public hearing.

**PURPOSE:** To allow for the creation of a Pedestrian Mall on a portion of Pine Street by closing the road to vehicular traffic.

Notice is further given that the said meeting is open to the public and that all persons wishing to be heard in support or objecting to the adoption of the Village of Little Chute Design Manual are requested to be present at this public hearing.

|                          |  |
|--------------------------|--|
| <b>DATE OF HEARING:</b>  | July 21st, 2021  |
| <b>TIME OF HEARING:</b>  | 6:00 P.M.  |
| <b>PLACE OF HEARING:</b> | Village Hall<br>Board Room<br>108 West Main Street<br>Little Chute, WI 54140 |

David Kittel  
Community Development Director

WNAXLP

**Village of Little Chute Application for CONDITIONAL USE UNDER CHAPTER 44 ZONING CODE**

**Application fee \$125.00**

**Date filed 7/1/2021**

The undersigned owner(s) of the property herein described hereby petition for a Conditional Use under the Village of Little Chute Zoning Ordinance Chapter 44, in the Village of Little Chute, Outagamie County, Wisconsin

Property location: Lot's #10 and 11 in the HJT Northside/310 Allegiance Ct

Legal Description: HJT BUSINESS PARK - NORTH LOT'S 10 &11 "PLEASE SEE ATTACHED CSM"

Current Zoning Classification: CH- Commercial Highway

Petitioner(s) request permission be granted for the following conditional use(s):

Automobile Repair and Service

Petitioner(s) reason(s) for requesting the above described conditional use are as follows:

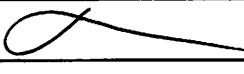
The proposed automobile repair facility will complement the other businesses in HJT Business Park. This establishment will not have any adverse impact on the surrounding community. It has been in operation for nearly 13 years @ 415 Draper St, Kaukauna WI. We have been a model business and give back to the community through financial contributions, helping others in need, and any other way we can. Our operation is clean, high tech, and we have an outstanding reputation in the community. We are not in direct competition with any of the neighboring businesses. Our plan to expand will bring high end clientele into the Little Chute area. Our long-term plans are to service approximately 100 cars per week. This will make very little impact to any road/traffic issues as compared to surrounding businesses (Fed Ex will have a much larger impact on traffic). Our operation is Monday through Friday, 8-5. This limits noise, traffic, etc at night. Currently we support 10 employees, and foresee this number increasing to 15-16 in the next few years.

**Attach Surveys, building plans, drainage plans, site plans, statements of days & hours of operation, estimates of additional traffic generated, statements regarding effect on neighboring properties and any other additional information which may assist in determining that the proposed use is appropriate that such use is not hazardous, harmful, offensive or adverse to the environment or the value of the neighborhood or the community.**

Owner(s) Name(s) RJ Newhouse Holdings, LLC

Owner(s) Address 415 Draper St Kaukauna WI 54130

Phone Numbers 920-766-4000 920-428-5607

APPLICANT(S) Signature(s)  Rob NEWHOUSE, Managing member.

Date Signed 7/1/2021

**VILLAGE OF LITTLE CHUTE**

**ORDINANCE NO. 7, SERIES OF 2021**

**AN ORDINANCE CREATING SECTION 26-103 OF THE VILLAGE OF LITTLE CHUTE MUNICIPAL CODE.**

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

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

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

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

**Section 1.** Section 26-103 Pine Street Pedestrian Mall, of the Municipal Code of the Village of Little Chute is hereby created to read as follows:

**Sec 26-103 PINE STREET PEDESTRIAN MALL**

- (1) A Pedestrian Mall is hereby created in the following designated area:
  - (a) That portion of Pine Street lying between Main Street and a line parallel to and 150 feet south of the southerly edge of Main Street at the intersection therewith.
- (2) The aforesaid designated area shall be closed to all vehicular traffic except bicycles walked by the operator, authorized Village maintenance vehicles and authorized emergency vehicles.

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

Introduced: July 7, 2021

Approved and adopted: July 21, 2021

**VILLAGE OF LITTLE CHUTE**

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

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

Laurie Decker, Village Clerk

# NEW BUILDING FOR: LOT #10-11

## ALLEGIANCE COURT LITTLE CHUTE, WISCONSIN

### SPECIFICATION NOTES

#### A. GENERAL:

- All work and materials shall conform to the 2015 International Building Code as adopted by the State of Wisconsin and all other applicable state and local codes. All work shall be performed in a complete and workmanlike manner.
- Provide adequate clearances from power lines and other hazards. Notify all affected utility companies to locate existing lines. Provide at least three working days notice if any remarking of utility locations is required.
- Provide all necessary labor, materials, equipment, and services required to complete all work as specified or shown on these drawings.

#### B. SITE WORK:

- The following items shall be included with the earthwork contractor's work: All excavating and backfilling including foundation walls and footings, shaping ditches, grading, and granular base course. All backfill material inside building lines shall be granular in nature, placed in layers not to exceed 9 inches thickness, and compacted by means of vibratory equipment to at least 95% of maximum density, at optimum moisture content, in accordance with ASTM D 1557-91. Top 3" shall be crusher run gravel.
- The following items shall be covered under separate contracts: Bituminous pavement, concrete curbs and driveway aprons, sewer & water work, and landscaping.
- Earthwork Contractor's bid shall include excavating, trenching, and backfilling for all walls and footings. All backfill material within building lines shall be granular in nature, placed in layers not to exceed 9 inches thickness, and machine compacted to at least 95% of maximum density, at optimum content, in accordance with ASTM D 1557-91. Top 3" shall be crusher run gravel.
- Prevent surface water and subsurface or ground water from flowing into excavations and from flooding project site and surrounding area.

Do not allow water to accumulate in excavations. Remove water to prevent softening of foundation bottoms, undercutting footings, and soil changes detrimental to stability of subgrades and foundations. Provide and maintain pumps, well points, sumps, suction and discharge lines, and other dewatering system components necessary to convey water away from excavations.

Establish and maintain temporary drainage ditches and other diversions outside excavation limits to convey rain water and water removed from excavations to collecting or run-off areas. Do not use trench excavations as temporary drainage ditches.

#### C. PRE-ENGINEERED METAL BUILDING

- Building shall be designed, manufactured, and erected in conformance with MBMA standards.
- Pre-engineered metal building permit drawings shall be designed, and sealed by a Wisconsin-registered Professional Engineer.
- Pre-engineered metal building designer shall supply Utscig Inc. four (4) copies of stamped drawings and (2) sets of calculations for submittal to Dept. of Commerce.
- Metal building designer shall include adequate provisions to accommodate thermal expansion and contraction of roof system. Provisions may include longitudinal and/or transverse roof steps (joints), special ridge and eaves connection details, at the designer's discretion.

#### D. FINISH ITEMS:

- Insulation shall be as noted on drawings.
- Exterior service doors shall be hollow core metal doors, with polystyrene foam cores, in metal frames. Frames to be insulated with 4" insulation. All required exit doors shall have illuminated exit lights and exit hardware in conformance with Wisconsin Enrolled Commercial Building Code Chapter 10, section 1003.2.10.
- Exterior overhead doors, frames, and hardware shall be similar to Bay-Therm 11 insulating door.

E. HVAC WORK: Covered under separate contract.

F. ELECTRICAL WORK: Covered under separate contract.

G. PLUMBING WORK: Covered under separate contract.

ALLEGIANCE COURT  
LITTLE CHUTE, WISCONSIN

#### GENERAL NOTES

ONE SET OF "STATE OF WISCONSIN - CONDITIONALLY APPROVED" PLANS MUST BE KEPT ON SITE DURING ALL WORKING PERIODS.

CONTRACTORS SHALL LOCATE ALL UTILITIES BEFORE CONSTRUCTION AND NOTIFY ENGINEER AND OWNER OF ANY INTERFERENCES.

CONTRACTORS SHALL PROVIDE ALL BARRIERS, BARRICADES, FENCES AND SAFETY EQUIPMENT AND PRECAUTIONS REQUIRED BY ALL CODES AND SAFE CONSTRUCTION PRACTICES.

ALL CONSTRUCTION SHALL CONFORM TO STATE AND LOCAL CODES AND ORDINANCES.

ALL MATERIALS SHALL BE INSTALLED PER MANUFACTURER'S REQUIREMENTS AND RECOMMENDATIONS.

CONSTRUCTION OF THIS BUILDING SHALL MEET OR EXCEED ALL APPLICABLE ORDINANCES, CODES AND STANDARDS. IN THE CASE OF CONFLICT, THE MOST STRINGENT SHALL APPLY.

THIS SET OF DRAWINGS SHOW AS CLEARLY AS POSSIBLE THE INTENT OF THIS PROJECT. IT IS IMPOSSIBLE TO SHOW EACH AND EVERY SPECIFIC DETAIL COMPONENT, ANCHOR, ETC. ON THE DOCUMENTS. THEREFORE, IT IS THE RESPONSIBILITY OF THE CONTRACTOR(S) TO PROVIDE ALL LABOR AND MATERIAL, INCLUDING ITEMS NOT SPECIFICALLY SHOWN, AS NECESSARY TO ACCOMPLISH THE INTENT OF THESE DOCUMENTS AND A COMPLETE OPERATING SYSTEM OR ASSEMBLY.

VERIFY ALL DIMENSIONS AND CONDITIONS IN FIELD AND REPORT ANY DISCREPANCIES TO THE ARCHITECT/ENGINEER, IN WRITING, FOR CLARIFICATION.

ALL PLAN DIMENSIONS ARE NOMINAL. SEE DETAILS FOR ACTUAL DIMENSIONS NEEDED AND COORDINATE ALL DIMENSIONS WITH SHOP DRAWINGS AND MATERIAL SUPPLIERS.

DETAILS NOT SHOWN ARE SIMILAR IN CHARACTER TO THOSE SHOWN. WHERE SPECIFIC DIMENSIONS, DETAILS OR DESIGN INTENT CANNOT BE DETERMINED, NOTIFY ARCHITECT/ENGINEER, IN WRITING, FOR CLARIFICATION PRIOR TO PROCEEDING WITH WORK.

REFER TO ALL DRAWINGS, INCLUDING ARCHITECTURAL, CIVIL, AND STRUCTURAL FOR ADDITIONAL GENERAL NOTES, ABBREVIATIONS AND SYMBOLS.

ALL DRAWINGS ARE OF EQUAL IMPORTANCE IN DEFINING WORK OF THIS CONTRACT. CONTRACTORS SHALL REVIEW ALL DRAWINGS PRIOR TO INSTALLATION OF THEIR WORK. SHOULD THERE BE A DISCREPANCY WITHIN AND BETWEEN THE DRAWINGS, NOTIFY THE ARCHITECT/ENGINEER, IN WRITING, FOR CLARIFICATION PRIOR TO INSTALLATION OF SAID WORK. ANY WORK INSTALLED IN CONFLICT WITH THE ARCHITECTURAL DRAWINGS SHALL BE CORRECTED BY THE CONTRACTOR AT ITS EXPENSE AND AT NO ADDITIONAL COST TO THE OWNER OR ARCHITECT/ENGINEER.

DO NOT SCALE DRAWINGS. THE DRAWINGS MAY NOT NECESSARILY BE TO SCALE - USE GIVEN DIMENSIONS. CONTRACTORS SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AT THE JOB SITE PRIOR TO THE START OF CONSTRUCTION. IF DISCREPANCIES ARE FOUND, NOTIFY THE ARCHITECT/ENGINEER, IN WRITING, FOR CLARIFICATION PRIOR TO COMMENCING WITH THE WORK.

GENERAL CONTRACTOR SHALL COORDINATE ALL FIRE PROTECTION, PLUMBING, HVAC AND ELECTRICAL FLOOR, ROOF, AND WALL SLEEVES AND ALL SHAFTS WITH STRUCTURAL AND ARCHITECTURAL DRAWINGS.

FIRE PROTECTION, PLUMBING, HVAC AND ELECTRICAL DESIGN/BUILD CONTRACTORS SHALL PROVIDE SLEEVED PENETRATIONS THROUGH FIRE-RATED CONSTRUCTION WITH FIRE-SAFING AND/OR FIRE DAMPERS EQUIVALENT TO THE HOURLY FIRE RATING OF THE CONSTRUCTION.

PRIOR TO CONSTRUCTION, GENERAL CONTRACTOR SHALL SUBMIT PRE-ENGINEERED METAL BUILDING SHOP DRAWINGS AND CALCULATIONS TO THE ARCHITECT/ENGINEER FOR REVIEW PRIOR TO FABRICATING BUILDING COMPONENTS. UPON SATISFACTORY REVIEW OF ARCHITECT/ENGINEER, GENERAL CONTRACTOR TO PROVIDE 3 SETS OF ENGINEERED METAL BUILDING DRAWINGS AND CALCULATIONS SIGNED AND SEALED BY A PROFESSIONAL ENGINEER LICENSED IN THE STATE OF WISCONSIN TO THE ARCHITECT/ENGINEER AS A STRUCTURAL COMPONENT SUBMITTAL.



#### PROJECT LOCATION



#### PROJECT INFORMATION

OWNER: T.J. UTSCIG  
11040 CRAFTSMEN DR.  
GREENVILLE, WI 54442  
CONTACT: P.(420) 757-0499

DESIGNERS OF RECORD:  
ARCHITECT: UTSCIG, INC.  
11040 CRAFTSMEN DR.  
GREENVILLE, WI 54442  
P.(420) 757-0499  
CONTACT: JASON TECHLIN

CONTRACTOR:  
UTSCIG, INC.  
11040 CRAFTSMEN DRIVE  
GREENVILLE, WISCONSIN 54442  
920-757-0499

#### INDEX OF DRAWINGS

|        |                      |
|--------|----------------------|
| T100   | TITLE SHEET          |
| C101   | PROPOSED SITE PLAN   |
| C102   | FUTURE SITE PLAN     |
| SHT. 1 | UTILITIES PLAN       |
| SHT. 2 | EROSION CONTROL PLAN |
| A101   | FIRST FLOOR PLAN     |
| A102   | MEZZANINE FLOOR PLAN |
| A201   | BUILDING ELEVATIONS  |

NEW BUILDING FOR:  
LOT #10-11  
ALLEGIANCE COURT, LITTLE CHUTE, WI

TITLE SHEET

| No. | Date    | Description    |
|-----|---------|----------------|
| 1   | 5-27-21 | PLAN REVISIONS |

Page Information

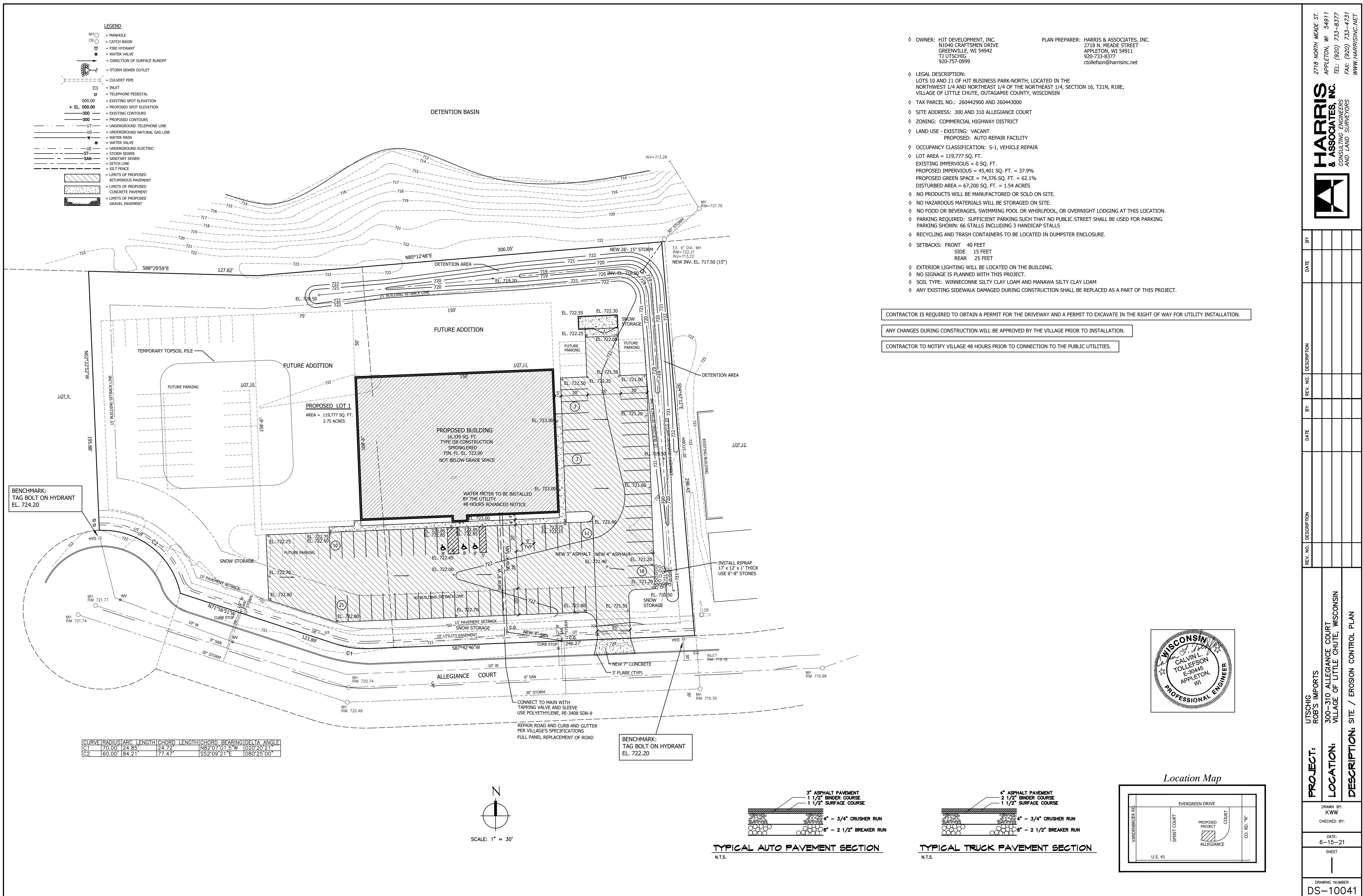
Drawn By  
EAF  
Project No.  
21-2317

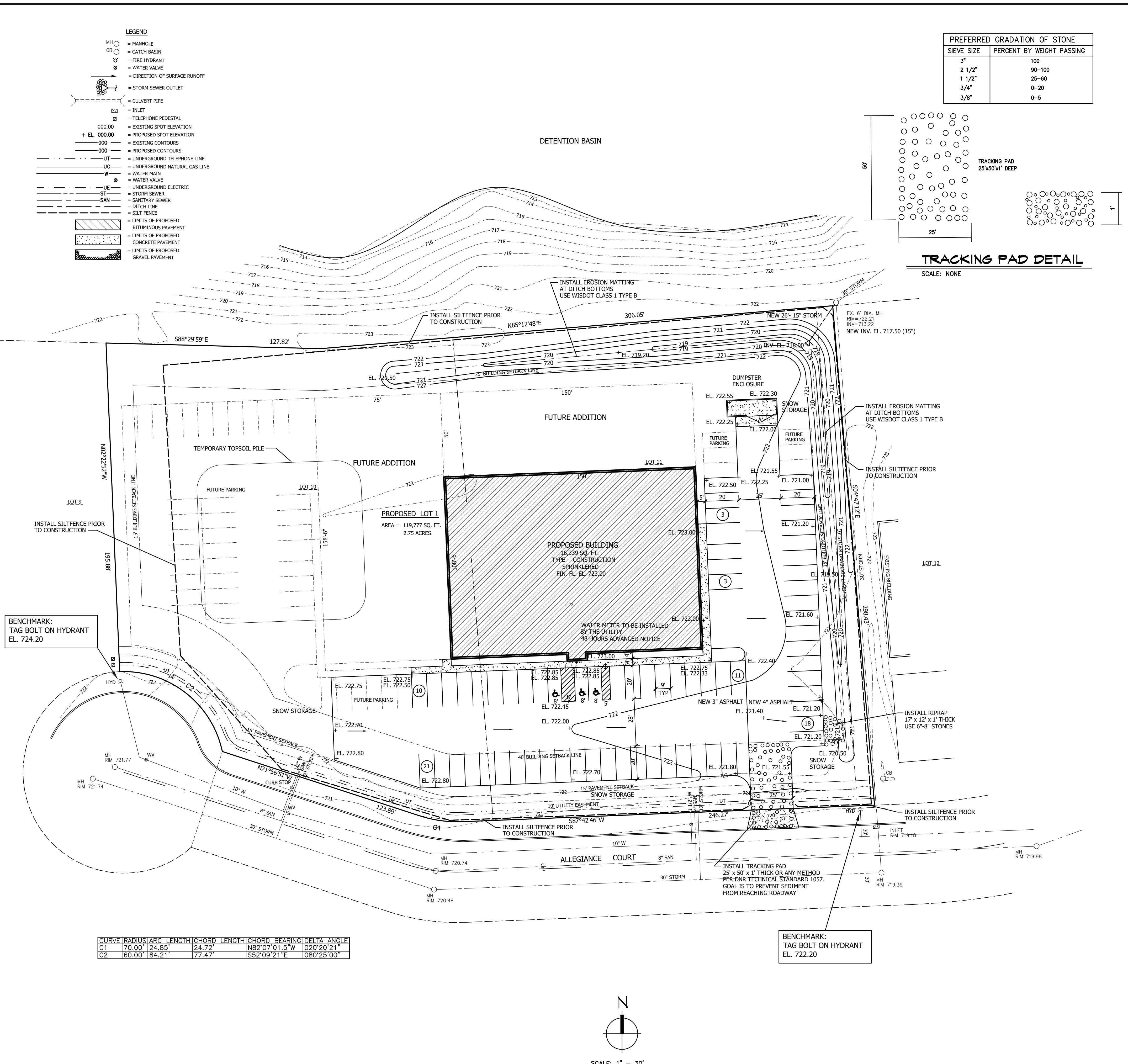
Approved By  
JJW  
Date  
6/18/21

Sheet No.

T100





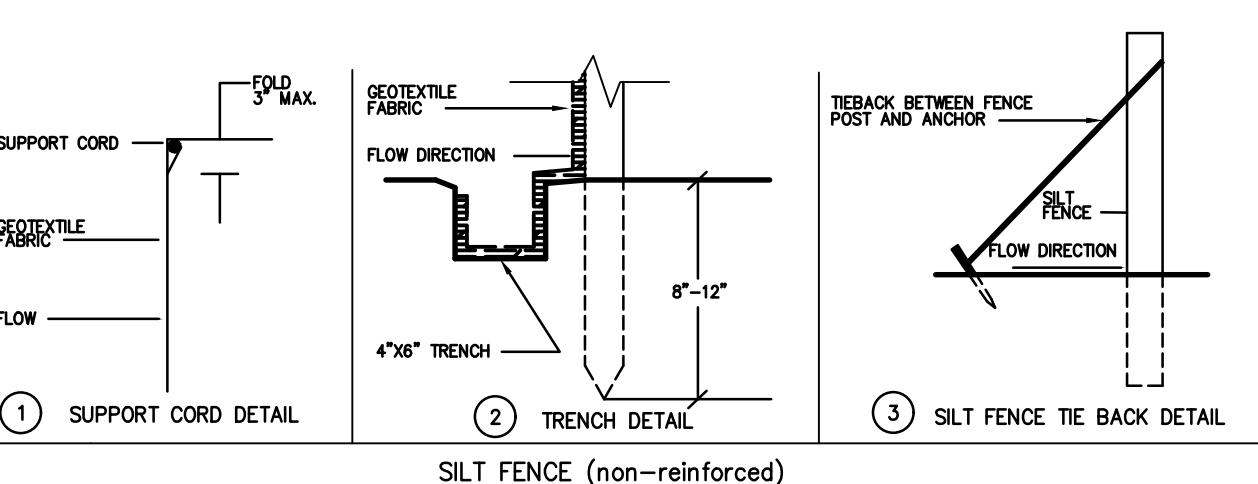
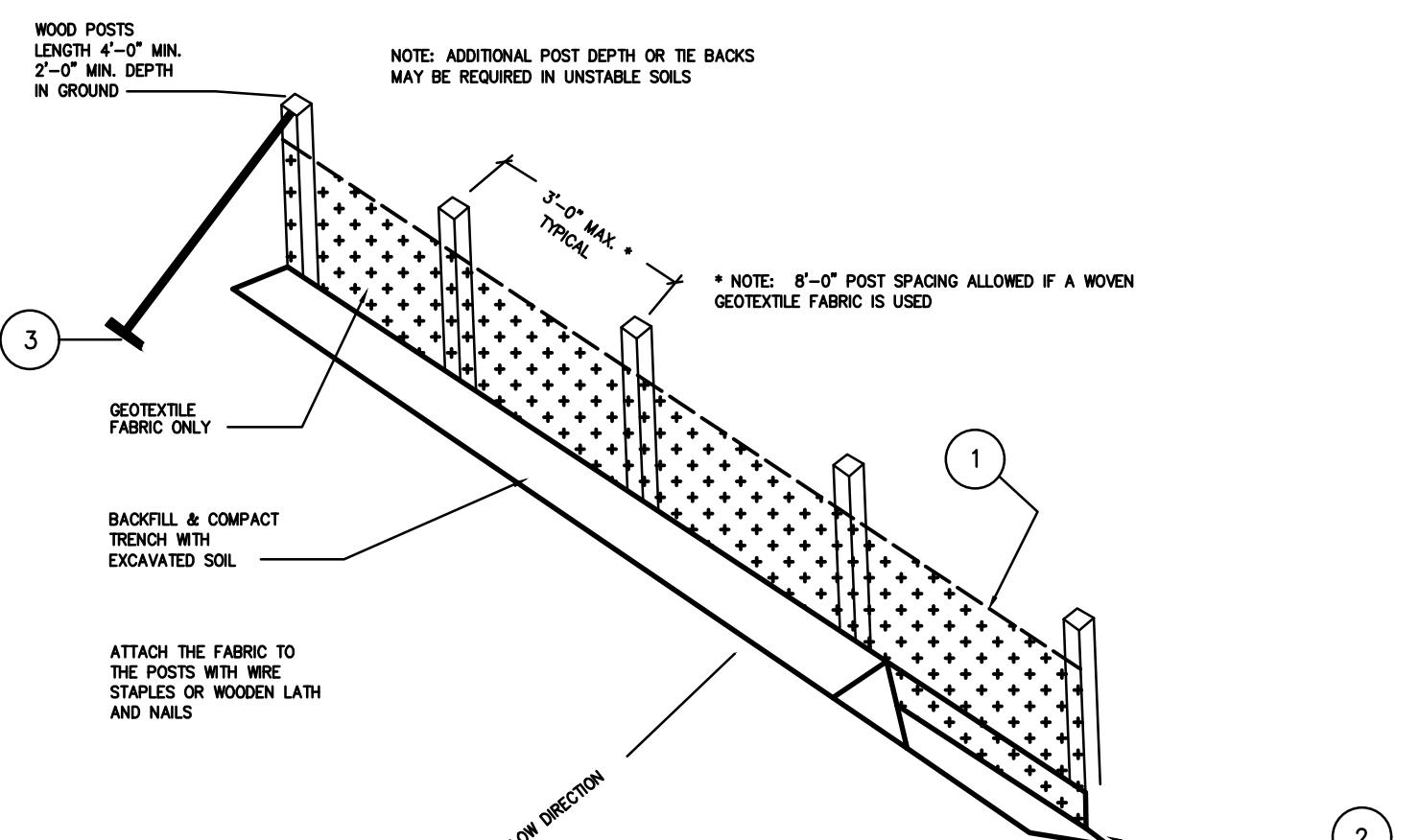


| REFERRED GRADATION OF STONE |                           |
|-----------------------------|---------------------------|
| SIZE                        | PERCENT BY WEIGHT PASSING |
| 3"                          | 100                       |
| 2 1/2"                      | 90-100                    |
| 1 1/2"                      | 25-60                     |
| 3/4"                        | 0-20                      |
| 3/8"                        | 0-5                       |

## EROSION CONTROL NOTES

1. All site contractors should obtain the Wisconsin Department of Natural Resources Technical Standards.
2. All erosion and sediment control measures shall be constructed, inspected and maintained in accordance with the Erosion Control Plan, WDNR Technical Standards and the WPDES General Permit for the site. Inspection reports shall be maintained.
3. All sediment control measures shall be adjusted to meet field conditions at the time of construction and installed prior to any grading or disturbance of existing surface material. BMPS shall be installed around all soil stockpiles. Stockpiles left in place greater than 7 days shall be properly stabilized.
4. Weekly inspection and maintenance of all sediment control structures shall be provided to ensure intended purpose is accomplished. Sediment control measures are to be in working condition at the end of each working day.
5. Within 24 hours of a rainfall of 0.5 inches or more, sediment control structures shall be inspected for integrity. Any damaged structures shall be corrected immediately.
6. Sediment control measures shall not be removed until the areas served have established vegetative cover.
7. Gravel mats shall be installed at all construction site exits to prevent tracking of soil. The gravel mat shall consist of 3"-6" clear stone placed 12" deep, for a minimum of 50'.
8. Tracked soil shall be collected daily from paved roads located near the construction site.
9. Dewatering shall conform to DNR Technical Standard 1061.
10. Woven geotextile filter fabric shall be used to protect storm water catch basins per WDOT inlet protection types B or D. A minimum of 10 inches of fabric shall extend beyond the grating to provide a handhold when removing. Fabric shall be Type FF. Inlets shall remain protected until the entire drainage area of the inlet is restored. Alternative protection shall be utilized around the catch basin if flooding may cause damage to adjacent buildings or properties. The catch basin shall be inspected after each rainfall event and cleaned as needed to maintain flow. If fabric is ripped it shall be replaced by the end of the work day. Fabric shall not be ripped or cut to prevent ponding.
11. Overland flow shall be prevented from leaving the work site by installing straw bale or filter fabric fencing parallel to the contours located downhill from the work area.
12. Sediment control for pipeline construction:
  - a. Excavated trench material shall be placed on the uphill side of the trench.
  - b. Immediately following pipe installation, the trench shall be backfilled, compacted and stabilized at the end of each working day.
13. All disturbed ground outside of the everyday construction area at a minimum be temporarily seeded/mulched with oats or rye if the area is left inactive for more than 7 days.
14. The existing grass street terrace shall be maintained as a buffer during construction. It shall be restored with temporary seed and mulch at a minimum 7 days after the completion of all lateral installations and other construction activity. If the terrace is not to be restored during final landscaping, a permanent seed mix shall be utilized.
15. All erosion control practices damaged due to winter weather shall be repaired/replaced immediately.
16. The WPDES Permit, Erosion Control Plan and Stormwater Management Plan shall be kept on site at all times.
17. An Inspection Log shall be maintained and kept on-site.
18. Minimize offsite airborne dust by watering disturbed areas when overly dry.
19. All waste generated at the construction site will be properly disposed of and not be allowed to run into the storm sewer system.
20. No excess concrete washout will be deposited in or near the ditch areas. Once hardened the concrete shall be disposed of as construction waste.
21. Off-site deposits occurring as a result of a storm event shall be cleaned up by the end of the next work day. Off-site deposits occurring as a result of land disturbance shall be cleaned up by the end of the work day.
22. Erosion Control and Construction sequence:
  - a. Install silt fence at the toe of slopes of the disturbed areas. (July 12, 2021)
  - b. Remove and stockpile topsoil. (July 13–16, 2021)
  - c. Install tracking pad. (July 14–15, 2021)
  - d. Install detention area/ditch. (July 19–30, 2021)
  - e. Grade, fill and place gravel. (July 26–August 31, 2021)
  - f. Construct Building. (July 28, 2021–March, 2022)
  - g. Install asphalt pavement (May, 2022)
  - h. Seed and mulch all disturbed areas.
  - j. Remove erosion control measures, after stabilization of the disturbed areas.

SOIL TYPES: WINNECONNE, WnB, SILTY CLAY LOAM  
MANAWA, McA, SILTY CLAY LOAM



## WALL FENCE DETAIL

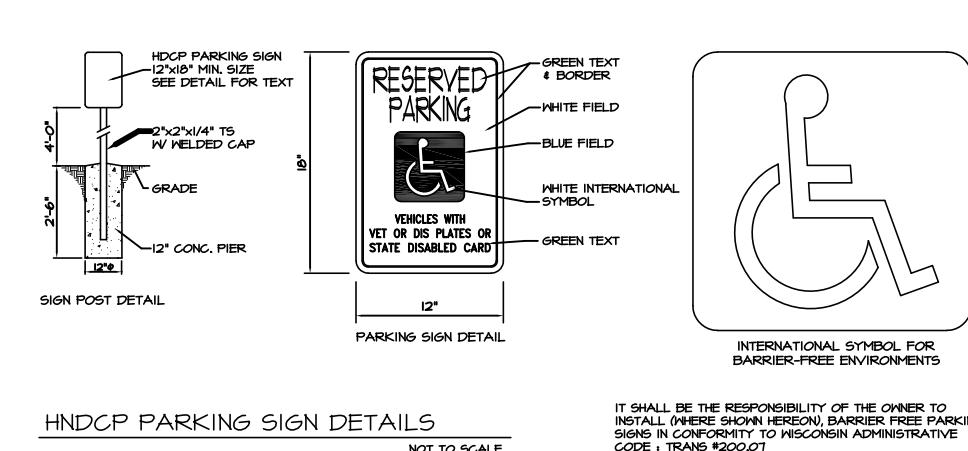
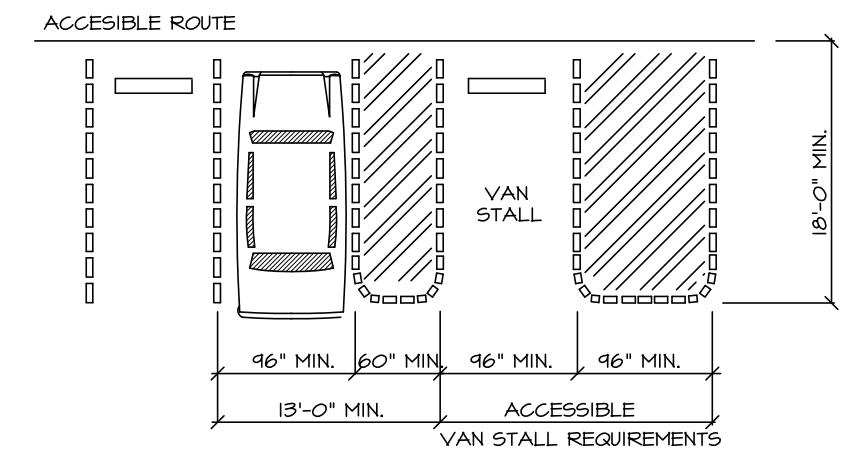
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**HARRIS**  
**& ASSOCIATES, INC.**

CONSULTING ENGINEERS  
AND LAND SURVEYORS

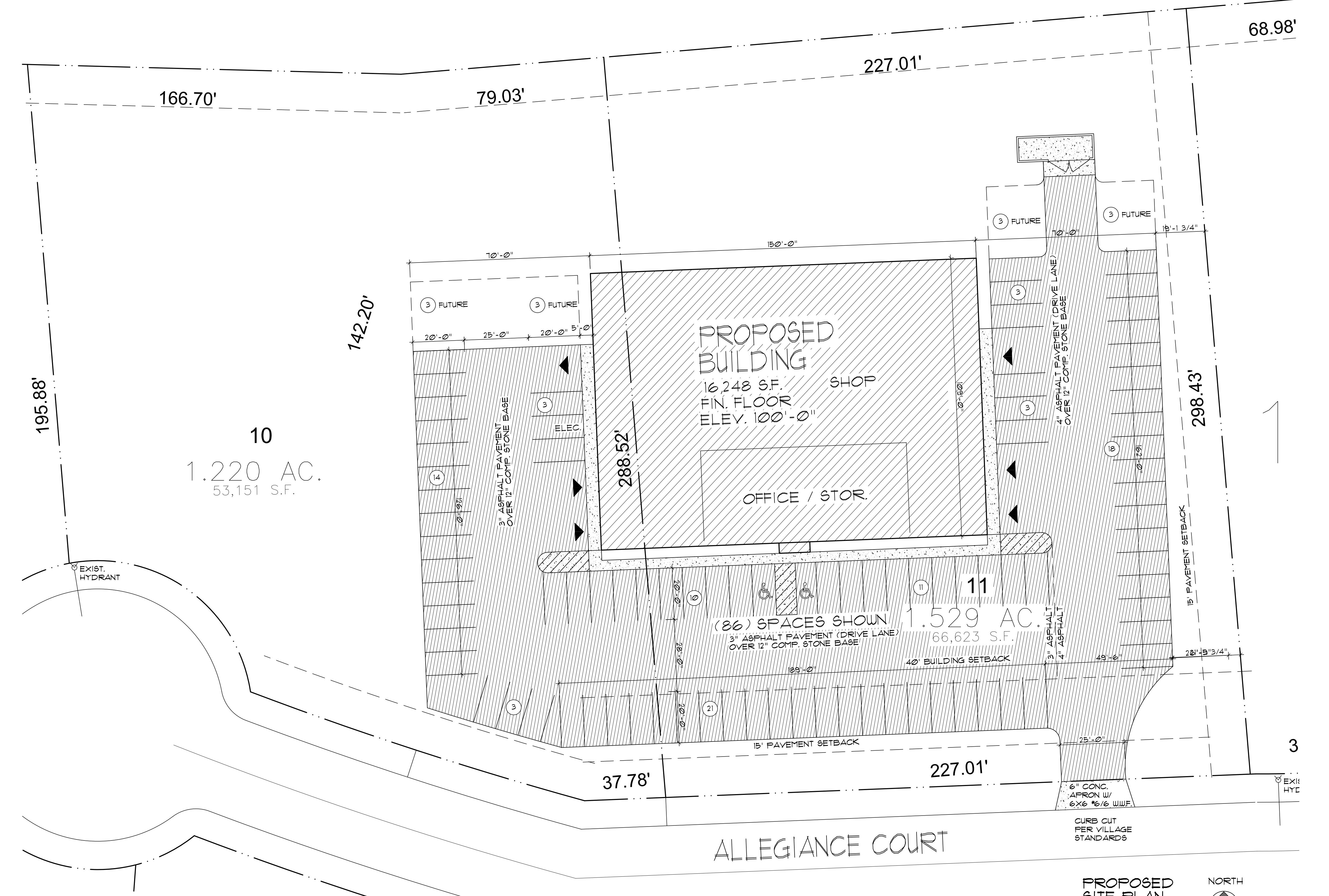
2718 NORTH MEADE ST.  
APPLETON, WI 54911  
TEL: (920) 733-8377  
FAX: (920) 733-4731  
[WWW.HARRISINC.NET](http://WWW.HARRISINC.NET)

|                             |  |            |
|-----------------------------|--|------------|
| <b>PROJECT:</b>             | UTSCHIG<br>ROB'S IMPORTS                                       | DATE<br>BY |
| <b>LOCATION:</b>            | 300-310 ALLEGIANCE COURT<br>VILLAGE OF LITTLE CHUTE, WISCONSIN | DATE<br>BY |
| <b>DESCRIPTION:</b>         | EROSION CONTROL PLAN   | DATE<br>BY |
| DRAWN BY:<br>KWW            |  |            |
| CHECKED BY:                 |  |            |
| DATE:<br>6-15-21            |  |            |
| SHEET                       |  |            |
| DRAFTING NUMBER<br>DS-10041 |  |            |



**PARKING SPACE DIMENSIONS** ADA

NOTE: IF ONLY ONE ACCESSIBLE STALL IS REQUIRED  
THAT STALL MUST BE VAN ACCESSIBLE



NOTE: LOCATIONS OF EXISTING PROPERTY LINES, BUILDINGS,  
VEGETATION, EASEMENTS, UTILITIES, ETC. HAVE BEEN  
DETERMINED BY THE OWNER OR OWNER'S AGENT OR OTHERS.  
UTSCHIG, INC. DOES NOT ASSUME RESPONSIBILITY FOR THEIR  
ACCURACY. FIELD VERIFY ALL EXISTING CONDITIONS AND  
DIMENSIONS INDICATED ON THESE DRAWINGS PRIOR TO  
STARTING WORK.

PRELIMINARY - NOT FOR CONSTRUCTION

NEW BUILDING FOR:

LOT #10-11

ALLEGIANCE COURT, LITTLE CHUTE, WI

PROPOSED SITE PLAN

**UTSCHIG**  
DESIGN • CONSTRUCTION • DEVELOPMENT  
Your Construction Solution!

N1040 CRAFTSMEN DRIVE  
GREENVILLE, WI 54942  
PHONE: 920.757.0999  
FAX: 920.757.1015

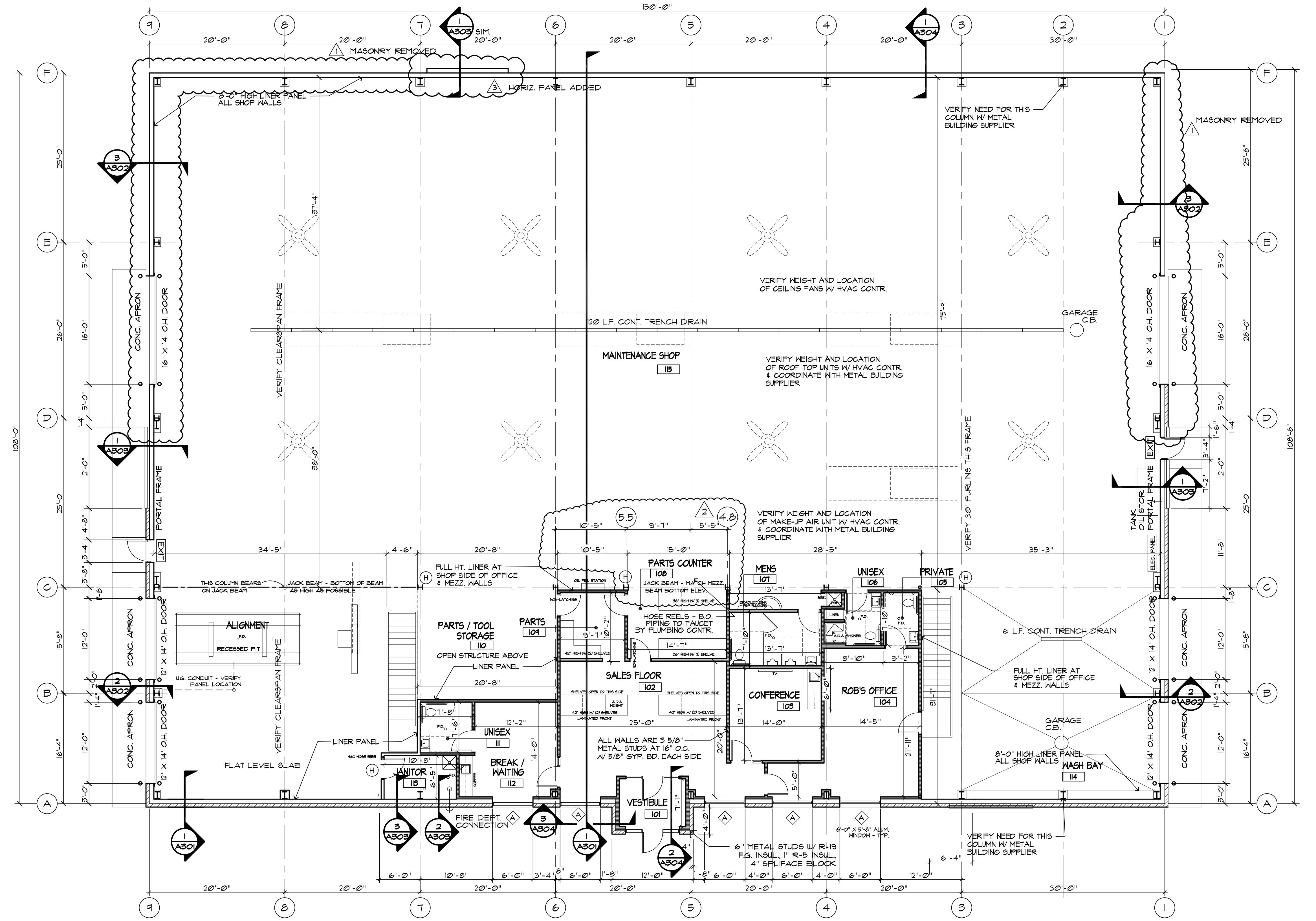
Drawn By  Approved By   
EAF JJW  
Project No.  Date   
21-2317 5/19/21  
Sheet No.

C101



NEW BUILDING FOR:  
LOT #10-11  
ALLEGANCE COURT, LITTLE CHUTE, WI

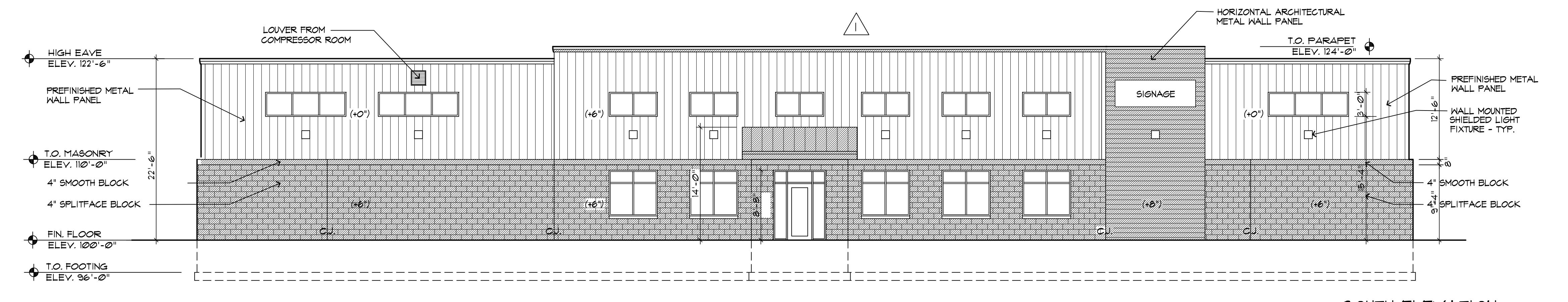
FIRST FLOOR PLAN



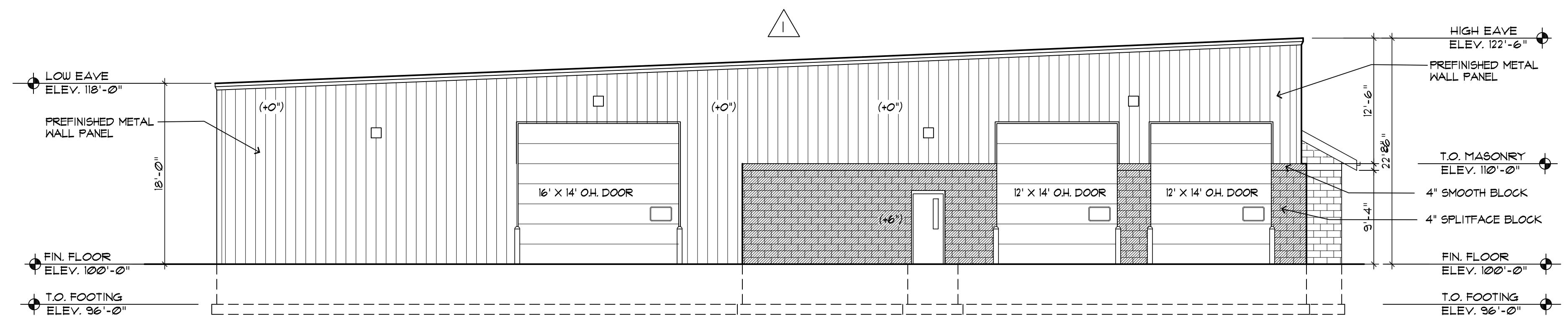
**PRELIMINARY - NOT FOR CONSTRUCTION**

**A101**

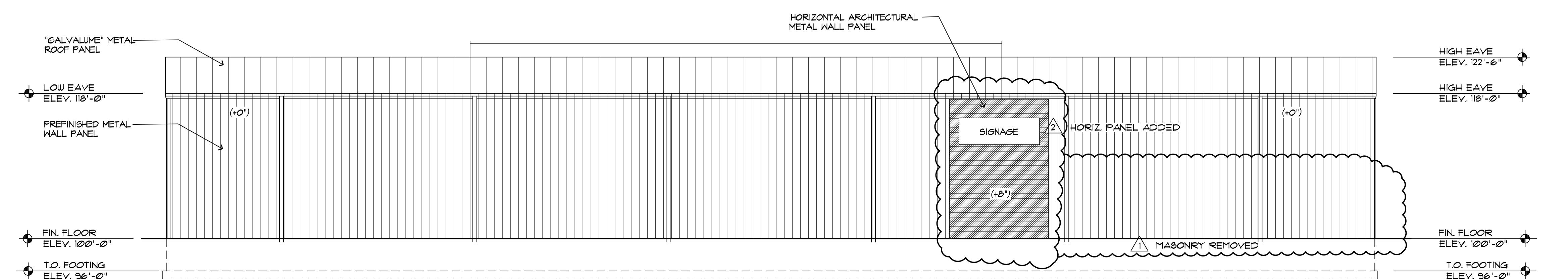




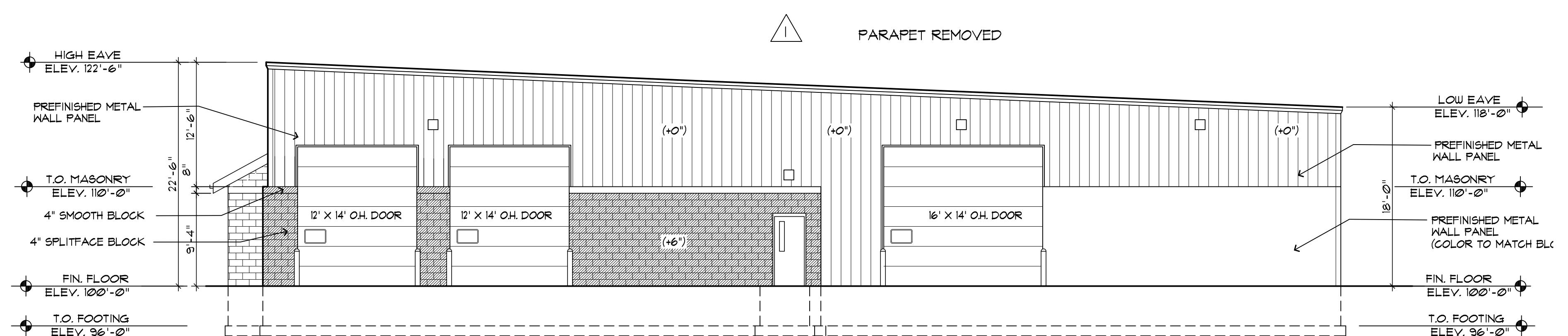
**SOUTH ELEVATION**  
1/8" = 1'-0"



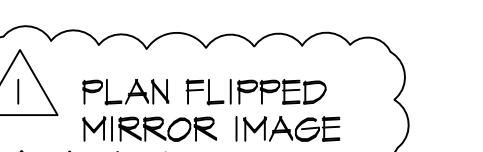
**WEST ELEVATION**  
1/8" = 1'-0"



**NORTH ELEVATION**  
1/8" = 1'-0"



**EAST ELEVATION**  
1/8" = 1'-0"

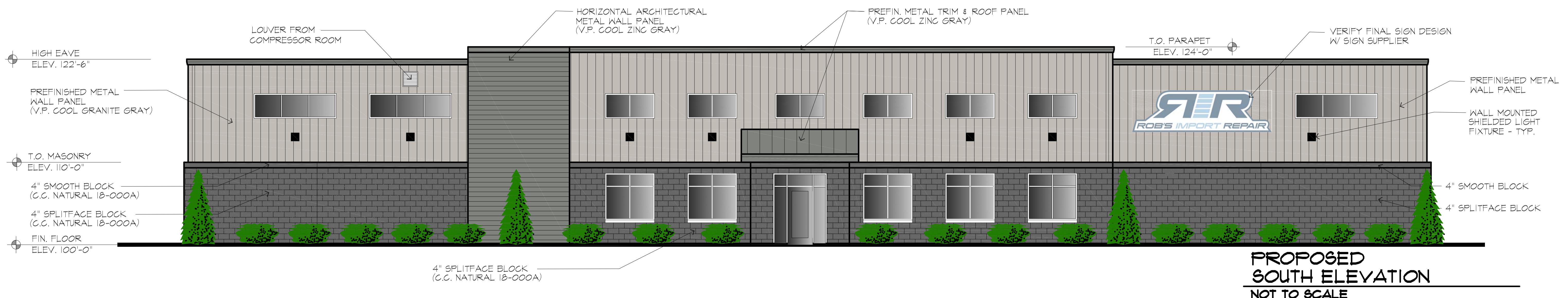


PRELIMINARY - NOT FOR CONSTRUCTION

| No. | Date    | Description    |
|-----|---------|----------------|
| 1   | 5-13-21 | PLAN REVISIONS |
| 2   | 6-18-21 | PLAN REVISIONS |

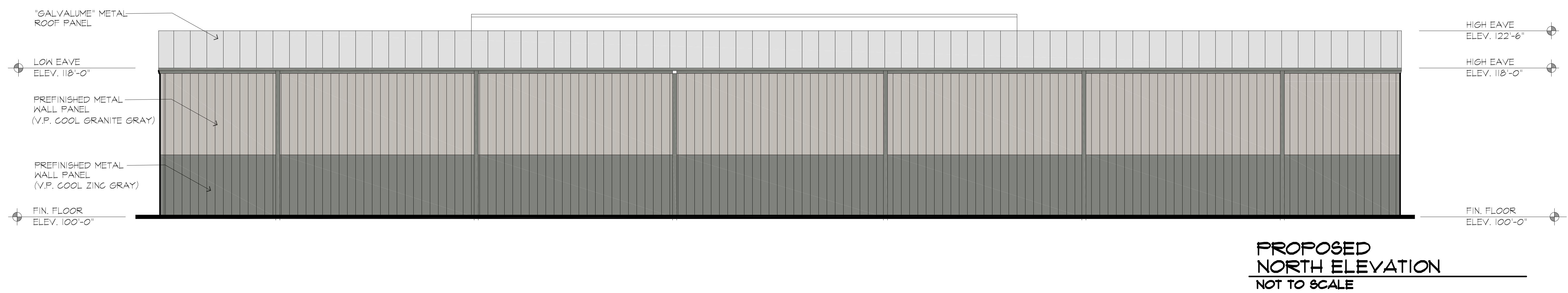
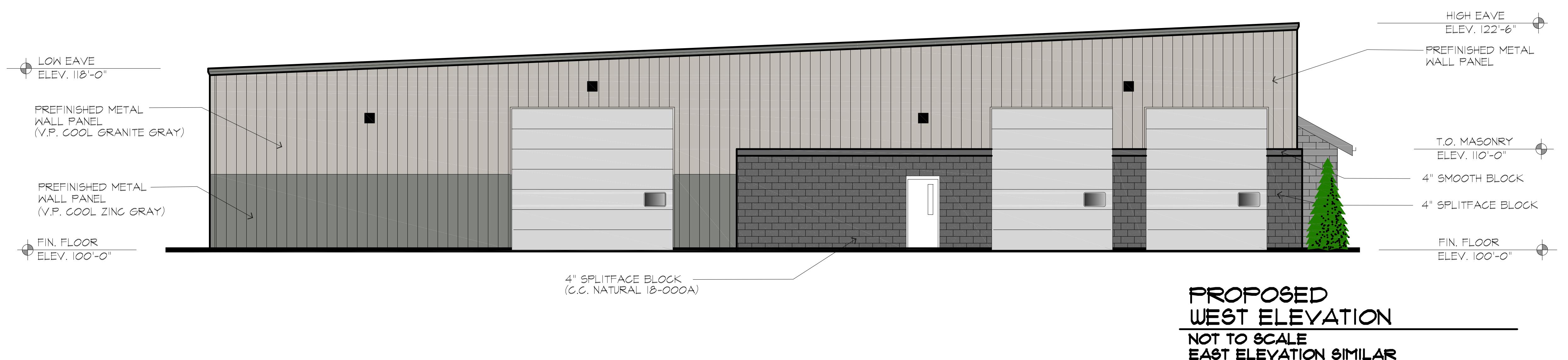
Page Information

Drawn By **EAF** Approved By **JJW**  
Project No. **21-2317** Date **3/17/21**  
Sheet No. **6/18/21**



NEW BUILDING FOR:  
LOT #10-11  
ALLEGIANCE COURT, LITTLE CHUTE, WI

BUILDING ELEVATIONS



PRELIMINARY NOT FOR CONSTRUCTION

| No. | Date | Description      |
|-----|------|------------------|
|     |      | Page Information |

Drawn By  Approved By   
EAJ JJW  
Project No.  Date   
21-2317 7/09/21  
Sheet No.

A201C

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

**ITEM DESCRIPTION: Multifunctional Device Village Wide Request for Proposal (RFP)**

**PREPARED BY: Lisa Remiker-DeWall, Finance Director**

**REPORT DATE: July 15, 2021**

**ADMINISTRATOR'S REVIEW/COMMENTS:**

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

See additional comments attached:

The RFP was sent to six vendors. The attached scoring matrix was included in the RFP detailing how responses would be scored. The scoring team consisted of the Village Clerk, Administration Intern and Finance Director.

**Scoring results (average of three evaluators):**

Wisconsin Document Imaging 86

Office Technology Group 71

James Imaging Systems 69

Gordon Flesch Company, Inc 87

Marco Technologies LLC 94

*Modern Business Machines did not respond to RFP.*

Based on the thoroughness of proposals, reference checks and agreement by reviewers of the top choice, the interview step was omitted. Value factors for the winning proposal include an emphasis on timely technical support (excellent ratings), current provider at FVMPD with good record, current provider of Village voice service, Village of Little Chute business location, free recycling program, and offers Konica Minolta brand that many staff have currently been using. The Library will be added to the contract after their current leases expires. It is cost prohibitive at this time to buyout the current lease.

This collaborative Village-wide effort resulted in an overall cost savings of over 50% from our current structure plus will provide enhanced technology.

**RECOMMENDATION: Award the Village contract for multifunctional Machines to Marco Technologies**

| <u>Criteria</u>   | <u>Maximum Points</u> |
|---|-----------------------|
| Be prepared simply and economically providing a straightforward concise description of proposer capabilities to satisfy requirements (10 points).   | 10                    |
| A Letter of Transmittal that includes (a) the name of the company, (b) a contact person, © names of individuals authorized to negotiate with VLC (d) current address (e) telephone number, (g) email address, and (h) signature of an authorized representative of the respondent (5 points).   | 5                     |
| Ownership Information, which shall identify how the company is owned; the year the company was established; the former name(s) of the company, if applicable; and the state in which the company is incorporated, if applicable (5 points).   | 5                     |
| A written plan that clearly identifies the equipment and services proposed and a detailed description of how the Respondent proposes to implement the plan. Include information on maintenance, servicing costs and service level details (response times, number of technicians serving this area and problem reporting technologies). Please detail imaging/feeder speed and print speed. The plan is not to exceed five (5) pages in length, excluding any exhibits or appendices the Respondent may choose to submit. Strong emphasis will be placed on maintenance/keeping machines operational to not impede our operations. (40 points). | 40                    |
| Cost/Financing Options: include comparison of MFD purchase plus service option vs lease plus service option including the implicit interest rate (30 points).   | 30                    |
| A minimum of 3 references that VLC can contact for information about Respondent's performance within the past 12 months. Please detail any experience working with Amplitel Technologies (contracted Information Technology provider for VLC) (10 points).  | 10                    |
| <b>Total</b>  | <b><u>100</u></b>     |

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

**ITEM DESCRIPTION: Property for Downtown Apartments and 2021 Budget Amendment**

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

**REPORT DATE: July 19, 2021**

**ADMINISTRATOR'S REVIEW/COMMENTS:**

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

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

**EXPLANATION:**

To be able to move forward with plans to construct a new building for downtown apartments, the Village needs to acquire two more properties and raze the existing buildings for preparation of future development. The overall cost exceeds the previous estimate that was included in the 2021 Budget thus a budget adjustment is necessary to move forward.

This project was included in the 2020 General Obligation Debt issue for TID 8. To fund the anticipated shortfall, the Finance Director suggests using funds assigned for debt reduction to advance to TID 8. During the March 17<sup>th</sup> Village Board meeting, \$800,000 of fund balance was assigned for future debt reduction based on the final 2020 year-end results. \$211,000 has already been allocated to Advance to TID 8 for the Pine Street Parking project leaving a remaining balance of \$589,000.

The policy states the funds for debt reduction could take place in one of two ways: 1) call any eligible debt (currently no debt is available to call based on debt structures) or 2) use to reduce the next general obligation borrowing. Since this is a TID project, the general fund could advance the funds to the TID (with 3% interest). This would still allow in the future when the TID repays the advance a potential for the funds to be used to reduce debt by either option above should funds meet the policy guidelines. A reminder the Village borrowed for both the 2020 and 2021 CIP Projects together in 2020 so no further debt is planned to be issued in 2021. This use of funds for the land purchase would be considered taxable, so it is preferable to keep this project out of future debt issues to protect our ability to borrow tax exempt. If approved to fund in this manner, this budget adjustment is necessary:

**TID 8**

|                               |             |
|-------------------------------|-------------|
| Land for Downtown Mixed Use   | +\$ 250,000 |
| Advance from the General Fund | +\$ 250,000 |

**General Fund**

|                                      |   |
|--------------------------------------|---|
| Assigned Fund Balance Debt Reduction | -\$ 250,000 (leaves remaining balance of \$339,000) |
|--------------------------------------|---|

**RECOMMENDATION: Approve this 2021 Budget Amendment for the acquisition of property and demolition for the future development of downtown apartments.**