

Village of

Little Chute

AGENDA

REGULAR BOARD MEETING

PLACE: Little Chute Village Hall
DATE: Wednesday, September 6, 2017
TIME: 6:00 p.m.

REGULAR ORDER OF BUSINESS

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

- F. Approval of Minutes
Minutes of the Regular Board Meeting of August 16, 2017

- G. Discussion/Action—American Legion Veterans Memorial

- H. Discussion/Action—Jaycee Christmas Tree Lot

- I. Department and Officers Progress Reports

- J. Discussion/Action—2018 Team Wellness Program

- K. Discussion—Merit and Bonus Policy

- L. Discussion/Action—DPW/Park/Forestry Hiring

- M. Action—Approve Outdoor Alcohol Permit for Down the Hill

- N. Ordinances:
 - a) *Adopt Ordinance No. 5, Series 2017 Amending Chapter 7 Control of Construction Site Erosion Resulting from Land Disturbing Construction Activities, Title 9—Public Utilities Village of Little Chute Municipal Code*

 - b) *Adopt Ordinance No. 6, Series 2017 Amending Chapter 8—Post Construction Storm Water Management, Title 9—Public Utilities Village of Little Chute Municipal Code*

- O. Action—Purchasing Equipment for Municipal Building

- P. Action—Paperless Meetings: Tablet Acquisition

- Q. Discussion—DRAFT Downtown Master Plan and Actions

- R. Disbursement List

- S. Call for Unfinished Business
- T. Items for Future Agendas
- U. Closed Session:
 - a) 19.85(1)(e) Wis. Stats. Deliberations or negotiations on the purchase of public properties, investing of public funds or conducting other specific public business when competitive or bargaining reasons require a closed session. *Senior Downtown Housing Project; LC Development LLC*
- V. Return to Open Session
- W. Possible Action—Approve Development Agreement with LC Development LLC
- X. 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

Prepared: September 1, 2017

MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 16, 2017

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

Pledge Allegiance to the Flag

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

Roll call of Trustees

PRESENT: Michael Vanden Berg, President

David Peterson, Trustee

Skip Smith, Trustee

John Elrick, Trustee

Bill Peerenboom, Trustee

Larry Van Lankvelt, Trustee

James Hietpas, Trustee

Roll call of Officers and Department Heads

PRESENT: James Fenlon, Village Administrator

Lieutenant Slotke, Fox Valley Metro Police Department (Excused at 6:25 p.m.)

Adam Breest, Director of Parks, Recreation and Forestry

Jeff Elrick, Public Works Director

Teri Matheny, Finance Director

Jim Moes, Community Development Director

Tyler Claringbole, Village Attorney

Laurie Decker, Village Clerk

Interested Citizens

EXCUSED: Steve Thiry, Library Director

Public Appearance for Items Not on the Agenda

None

Other Informational Items—July Fire, FVMPD Monthly Reports and July Report

Approval of Minutes

Minutes of the Regular Board Meeting of August 2, 2017

Moved by Trustee Van Lankvelt, seconded by Trustee Smith to Approve the Minutes of the Regular Board Meeting of August 2, 2017

Ayes 7, Nays 0 – Motion Carried

Operator License Approvals

Miller, Cody J.

Ladder House

Hortonville

Klein, Leanne A.

Shelley's

Little Chute

Lamers, Sydney T.

Down the Hill

Appleton

Lesperance, Sara M.

Walgreens

Appleton

Nettekoven, Jennifer L.

Walgreens

Appleton

Gaffney, Ellen K.

Walgreens

Little Chute

Smith, Debra M.

Trish's Pop In Again

Little Chute

Steno, Jacob J.

Moasis Truck Stop

Little Chute

Gunderson, Tina M.

Super Shell 41

Larsen

Siebers, Heather M.

The Heiting Place

Kaukauna

Shepard, Jennifer R.

5th Quarter

Little Chute

Abel, Tamra M.

5th Quarter

Green Bay

Heiting, Brain R.

The Heiting Place

Kaukauna

Dean, Ella R.

Seth's Coffee

Kimberly

Puyleart, Katherine M.

Gentleman Jacks

Little Chute

Janssen, Amber E.

Walgreens

Appleton

Button, Samantha J.
Cox, David P.

Moasis Truck Stop
Shelley's

Little Chute
Little Chute

Moved by Trustee Smith, seconded by Trustee Peterson to Approve the Operator License as presented

Ayes 7, Nays 0 – Motion Carried

Presentation—Downtown Master Plan

Administrator Fenlon provided a presentation and documents for the initial discussion on the Downtown Master Plan Process. Also included in the presentation was the Complete Vision Session overview prepared by East Central Regional Planning Commission.

Major Goals include:

- 1) Identify desired effects for business owners and residents
- 2) Create new programs to enhance Old World Façade
- 3) Create a welcoming environment

Administrator Fenlon advised that we will be looking for adoption of this strategy by the September 20th Regular Board meeting. With this timeframe we will have the opportunity to present these documents and the Vision Session results to the Plan Commission on September 11th and Little Chute Business Association on September 19th for their comments and input. Trustee Elrick questioned if a budget will be presented at the September 20th meeting and Administrator Fenlon stated that there will be some initial numbers in the next presentation.

Department and Officers Progress Reports

Departments and Officers provided progress reports to the Board

Ordinances

Adopt Ordinance No. 3, Series 2017 Amending Section 32-1 Park Regulations (C) (20) Concerning Dogs in Village Parks

Director Breest requested the Ordinance after the annexation of County lands that includes the county dog park off of French Road. The current ordinance restricts dogs in the Village parks to be on leashes on a walking trail. The Ordinance change would address the county dog park and emphasize that the county dog park is not included in the dogs in Village parks ordinance. Regulations pertaining to dogs in the county dog park are spelled out in the new ordinance.

Moved by Trustee Elrick, seconded by Trustee Smith to Adopt Ordinance No. 3, Series 2017 Amending Section 32-1 Park Regulations (C) (20) Concerning Dogs in Village Parks

Ayes 7, Nays 0 – Motion Carried

Adopt Ordinance No. 4, Series 2017 Amending Section 40-Streets, Sidewalks and Other Public Places, Article V Driveways, Section 40-123 of the Municipal Code of the Village of Little Chute

Engineer Murawski presented the Ordinance from the August 2nd discussion to update current Ordinance regarding increasing the width of Driveways.

Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to Adopt Ordinance No. 4, Series 2017 Amending Section 40-Streets, Sidewalks and Other Public Places, Article V Driveways, Section 40-123 of the Municipal Code of the Village of Little Chute

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—Paperless Board Meetings and Technology Requirements

Administrator Fenlon presented documents and costs on going paperless. There was discussion on individual board member preferences as it relates to digital board packet transition and to begin the procurement of digital platforms for Board members and phasing the transition for Department Heads. Administrator Fenlon advised that training sessions would be available as needed.

Moved by Trustee Elrick, seconded by Trustee Peterson to transition to Paperless Board Meetings and related Technology as needed

Ayes 7, Nays 0 – Motion Carried

Discussion/Action—Doyle Pool Survey with Discussed Amendments

Director Breest presented the Doyle Park Swimming Pool Survey that was created by the University of Wisconsin – River Falls, and the timeline for mailing the survey once approved by the Board. The Board asked for slight amendments on item numbers 3 and 4 (a).

Moved by Trustee Smith, seconded by Trustee Peerenboom to approve the mailing of the Doyle Park Swimming Pool Survey with the Amendments as discussed

Ayes 7, Nays 0 – Motion Carried

Action—Request for Rock Crushing Permit

Moved by Trustee Elrick, seconded by Trustee Van Lankveld to approve the permit for Rock Crushing

Ayes 7, Nays 0 – Motion Carried

Action—Fence Contract

Director Elrick presented two bids for gates and fencing for the Municipal Building. Director Elrick recommended using Security Fence. This will cover 650' of chain link fence and 30' slide gates.

Moved by Trustee Elrick, seconded by Trustee Peerenboom to approve the Fence Contract with Security Fence

Ayes 7, Nays 0 – Motion Carried

Disbursement List

Moved by Trustee Peerenboom, seconded by Trustee Smith to Approve Disbursement List and Authorize the Finance Director to pay all vendors

Ayes 7, Nays 0 – Motion Carried

Call for Unfinished Business

None

Items for Future Agenda

None

Closed Session:

a)19.85(1)(c) Consideration of Employment, Promotion, or Performance Evaluation Data of any Public Employee of the Village of Little Chute. *Contract Update/Personnel Matter/Succession*

Moved by Trustee Elrick, seconded by Trustee Smith to Enter into Closed Session at 7:20 p.m.

Ayes 7, Nays 0 – Motion Carried

b)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. *Update on Development Agreement Negotiations*

Moved by Trustee Elrick, seconded by Trustee Smith to Enter into Closed Session at 7:20 p.m.

Ayes 7, Nays 0 – Motion Carried

Return to Open Session

Moved by Trustee Elrick, seconded by Trustee Smith to Return to Open Session

Ayes 7, Nays 0 – Motion Carried

Action—Updated DPW and Engineer Job Descriptions

Moved by Trustee Elrick, seconded by Trustee Van Lankvelt to update the DPW and Engineer Job Descriptions as presented after making a change to the DPW job description

Ayes 7, Nays 0 – Motion Carried

Action—DPW Director Compensation Table

Moved by Trustee Elrick, seconded by Trustee Smith to approve the DPW Director Compensation Table as presented

Ayes 7, Nays 0 – Motion Carried

Adjournment

Moved by Trustee Peerenboom, seconded by Trustee Smith to Adjourn the Regular Board Meeting at 8:58 pm.

Ayes 7, Nays 0 - Motion Carried

VILLAGE OF LITTLE CHUTE

By: _____

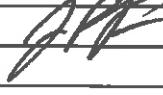
Attest:

Michael R. Vanden Berg, Village President

Laurie Decker, Village Clerk

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Jacob Coppus Post #258 - American Legion Donation of Legion Memorial

PREPARED BY: Village Administrator James Fenlon 

REPORT DATE: August 28, 2017

EXPLANATION: Over the past year, various members of the Jacob Coppus Post have been working on a plan to create a Veteran Memorial around the flag poles on Windmill Plaza. The memorial would be a brick paver area and include pedestals for the four branches of the military along with a pedestal for the US Coast Guard. The memorial would include a central focal point along with a short wall that would encircle the memorial. The goal is to match (or as close as we can) the brick that was used on the Village Hall addition.

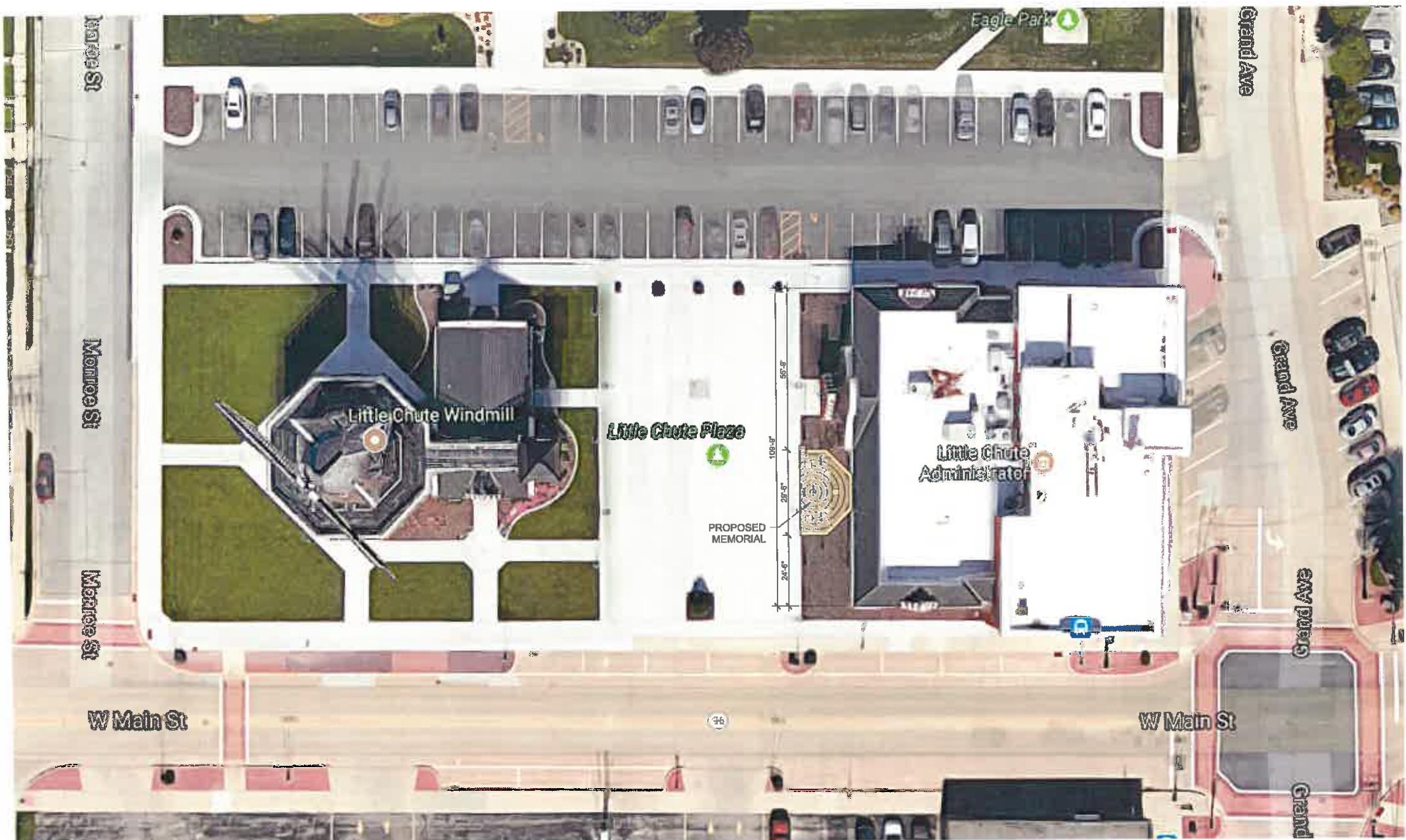
The Legion Post will be raising the funds required for this project and would be responsible for all costs of installation. I would recommend that the post and their contractor work with staff on any items related to the design and layout of the memorial and should any permit or review be required, those fees be waived in support of the effort.

While I believe many (if not all) have been approached by members of the post in the past on this topic, members of the post will be in attendance at the meeting to present renderings and answer any questions you may have.

RECOMMENDATION: Accept donation and direct staff to work with the Jacob Coppus Post to deliver a Legion Memorial on Windmill Plaza.

SHEET INDEX

C1.0 SITE PLAN
A1.0 FLOOR PLAN,
ELEVATIONS
R1.0 3D - RENDERINGS
T2.0 SPECIFICATIONS



PROPOSED FOR:

LITTLE CHUTE LEGION MEMORIAL

LITTLE CHUTE,

WISCONSIN

PROPOSED FOR:

LITTLE CHUTE LEGION MEMORIAL

LITTLE CHUTE,

WISCONSIN



Keller

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REVISIONS

PROJECT MANAGER: J. ELRICK

DESIGNER: S. KLESSIG

DRAWN BY: KRW

EXPEDITOR:

SUPERVISOR:

PRELIMINARY NO.: P17186

CONTRACT NO.:

DATE: JULY 5, 2017

SHEET: C1.0



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WISCONSIN

LITTLE CHUTE LEGION MEMORIAL

PROPOSED FOR:

LITTLE CHUTE,

PRELIMINARY - NOT FOR CONSTRUCTION

REVISIONS

PROJECT MANAGER: J. ELRICK

DESIGNER: S. KLESSIG

DRAWN BY: KRW

EXPEDITOR:

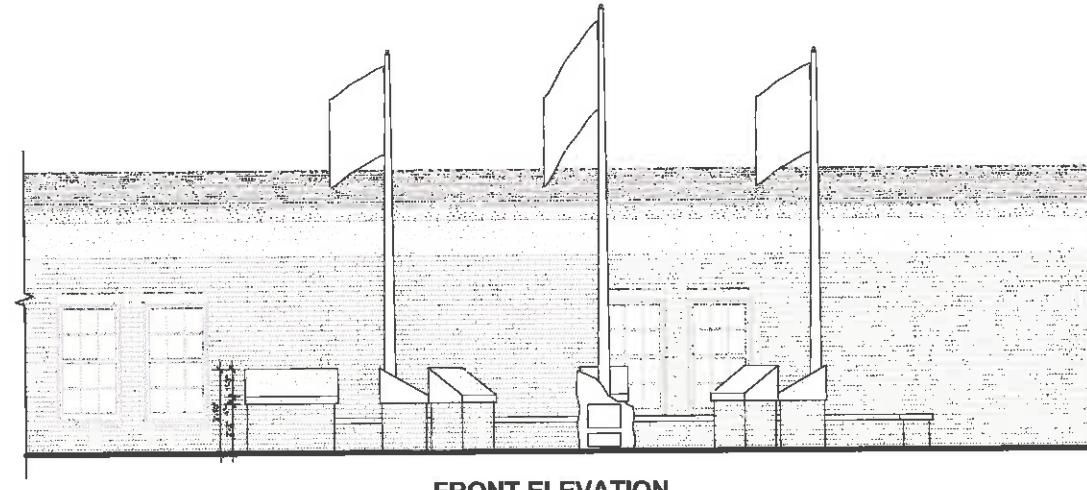
SUPERVISOR:

PRELIMINARY NO: P17186

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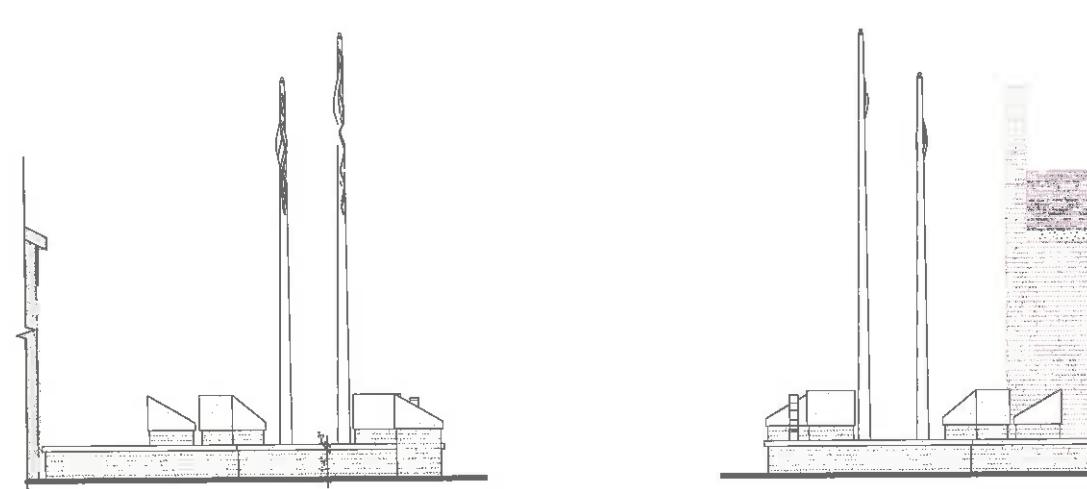
DATE: JULY 5, 2017

SHEET: A1.0



FRONT ELEVATION

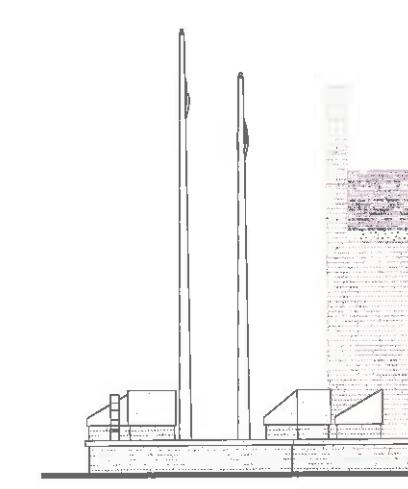
1/4" = 1'-0"



WEST ELEVATION

A1.0

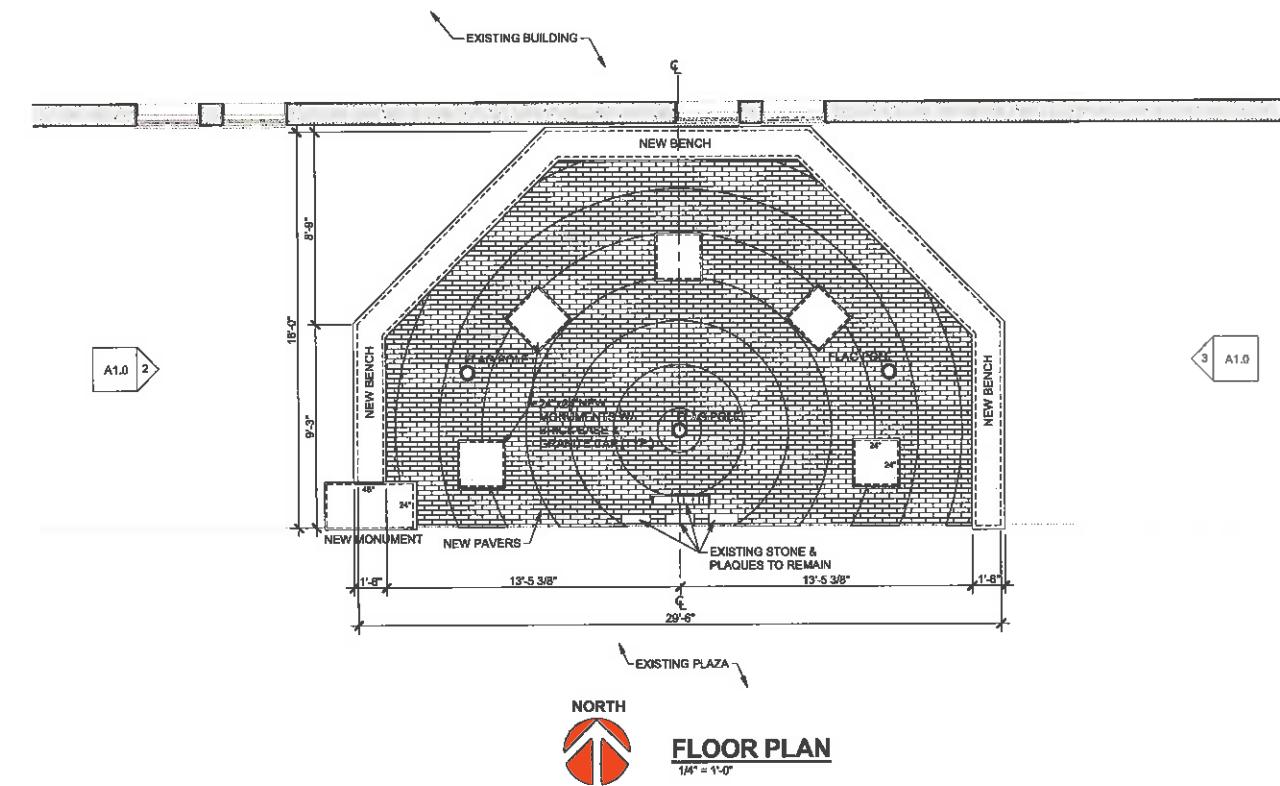
1/4" = 1'-0"



EAST ELEVATION

A1.0

1/4" = 1'-0"



FLOOR PLAN



WALL KEY	
	NEW WALL/FUDDING
	NEW MASONRY/ VENEER WALL
	NEW COOLER/ FREEZER WALLS
	NEW FOUNDATION WALL
	TYPICAL EXISTING WALL
	DEMO WALLS
	FIRE WALL OR FIRE BARRIER



LITTLE CHUTE LEGION MEMORIAL

LITTLE CHUTE, WISCONSIN

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

ITEM DESCRIPTION: Jaycee Christmas Tree Sales

PREPARED BY: Village Administrator James Fenlon

REPORT DATE: August 28, 2017

EXPLANATION: Historically, the Little Chute Jaycees have conducted a Christmas Tree sale that they conduct annually from the Sunday after Thanksgiving through a few weeks prior to Christmas. The location of this sale has been in the former Save A Lot parking lot and proceeds were used to support community efforts by the organization.

Over past organizational meetings for the Jaycees, members have focused on identifying a new site to be utilized for the 2017 tree sale. As village staff monitored the proceedings of those meetings, discussion was had as to the benefit of utilizing Windmill Plaza as a location for future Jaycees tree sales. On the upside, it would take advantage of the space in a prominent, downtown location, supporting traffic to the downtown. Staff would work with the organization to finalize a location for the tree sale trailer, which will not be an obstacle. Another consideration staff will make in conjunction with Jaycees membership is the ability of the village to provide for adequate snow removal operations on the plaza (which is an effort that formally began last year).

Officially, the Jaycees organization would like approval of the Village Board to utilize Windmill Plaza for Christmas Tree sales in 2017. Village staff supports this effort and will work with the organization to ensure that the location of the trailer, utilization of any power and ability of staff to maintain the plaza are in a satisfactory condition.

RECOMMENDATION: Approve the Windmill Plaza as the location for the 2017 Jaycee Tree sale and direct staff to formalize a plan to utilize the plaza with the organization for this fall.

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: 2018 Team Wellness Program

PREPARED BY: Village Administrator James Fenlon

REPORT DATE: August 28, 2017

EXPLANATION: In order to formally move forward on the changes needed to begin a Wellness program, attached this IFC is the following:

- July 22nd IFC as background information
- Recommended changes to Policy 603 (changes in highlight)
- DRAFT Appendix 603A
- Overview of Well Wisconsin program in ETF Employer Bulletin

Upon conducting further research and in consultation with the Finance Director, we were made aware of the Wisconsin Group Health Insurance program, Well Wisconsin program. Essentially, by our participation in the state health program, the Village of Little Chute has the opportunity to participate in the state's wellness program. The screenings and incentive (\$150 in 2017) come at NO cost for the village. From a process perspective, this allows the village to start this program in 2018 at no cost or risk.

As we evolve as an organization and should there be great changes to the State Health Insurance Program, we will be positioned to adjust to any changes to our participation in our "Team Wellness Program".

RECOMMENDATION: Approve the recommended changes to the Village of Little Chute Personnel Manual and authorize staff to prepare for participation in a 2018 Team Wellness program.

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: 2018 Wellness Program

PREPARED BY: Village Administrator James Fenlon

REPORT DATE: July 22nd, 2017

EXPLANATION: This topic is brought forward primarily for discussion, but mainly to obtain the vision of the Board of Trustees moving forward. The Village currently has no wellness program, but there are remnants of items related to wellness in current and former labor contracts. Below is a bulleted justification for strongly considering getting started in this effort:

1. The State Health Insurance Program continues to remain in the cross hairs of state legislators. Eventually, the village's ability to blend into a large pool of other state/public employees will likely not remain. This "benefit" will not be gone in 2018, but by 2019 or beyond it would surely be ripe for elimination. Getting started now would benefit the village strictly from a health insurance perspective in the future.
2. Workers Compensation – The village has had to allocate a strong focus to workplace safety and proper use of workers compensation policy due to a number of injuries. While our modification rate is still better than average, we are in the position of trending to average and then above average in the next two years. Most of these injuries (the costliest cases) have been soft tissue issues. With a basic fitness program, some of these costlier items could have been avoided. In the long run, a minimal investment in wellness could have a positive return on investment in workers compensation alone.
3. Employee engagement, health and wellness – Not to outshine the financial side, a healthier workforce will be happier, more engaged and ready to better serve our residents. In addition, a healthier workforce will statistically use less sick time or have less time away from work.
4. Current and former Labor considerations – The FVMPD PPA has a small wellness component to it, though it has little to no benefit to the employer. The command staff have also utilized this benefit, when they should be under a village type policy if we are strictly interpreting code and other policies. When the Public Works union decertified, they also had a similar provision that was only utilized by a few employees. Both groups of employees have continued these practices through 2017 and were notified that beginning 2018 either a new updated wellness program would be in place and if not, the benefit would cease.
5. Benefit to employee and employer – Creating and providing a wellness program for our workforce is not just about providing a benefit to employees. While that is great that they would see that benefit, the real benefit would show over time with a healthier workforce, less time off and less costly when it comes to health insurance (future need) and workers compensation. Lastly, as we continue to evolve and compete in a tight labor market, having these types of benefits allows us to stay competitive with other employers.

I have met with consultants from two of the leading health care organizations in the Fox Cities. Both organizations provide wellness to not only private, but other public organizations across the Fox Cities. They have the resources and tools to get a wellness program running and off the ground. With the above serving as a justification for the creation of a wellness program that is guided by a board approved policy, below is what I would recommend as the start of wellness program in Little Chute.

1. From a financial perspective, a good dollar figure for "investment" in a wellness program to start is about \$200 per employee. While most of what we will do is elective (we cannot require certain activities at this point in time), if we make it attractive enough employees take advantage of the benefit to make it worthwhile. Bottom line, initial expenses would be projected at \$8k annually.

CONTINUED ON FOLLOWING PAGE

2. Roughly half of the \$200 is utilized for health screenings (the screening provides biometrics, lifestyle habit ratings, as well as lipid and glucose screenings) and then providing the employee an opportunity to meet with a wellness professional to go over the results of those screenings and then potentially arrive at a health plan. There is also an opportunity to leverage already existing resources with our current health care provider in this effort.
3. Another portion of the investment would be utilized to "reimburse" annual gym memberships at a rate of \$50 or \$100 (capped at that figure annually). This final figure would be compared with other programs and with current standing labor provisions to ensure uniformity. The theory behind this is that an employee that has a gym membership is utilizing that resource and therefore, staying healthy to the point of eliminating certain health matters that could then occur on the job.
4. To start, this wellness program would only be intended for nonprotected staff (this would mean roughly 40 FTE). Pending future realities within the healthcare market and demonstrated ROI, we could extend a more robust program to the protected staff through contract or other means.
5. The goal of this policy to start is to create a program that if faced with major changes in our health insurance options (seems highly likely), could be mobilized or increased to reward healthy lifestyle choices amongst our workforce so that the organization could impact beneficial changes on our overall health insurance costs.

This effort is certainly being proactive. I have had conversations on this topic with the Little Chute Area School District Administrator including having conversations with regards to future joint clinics. While those conversations are proactive, none of that truly makes sense until our reality begins to change in the health insurance market. That being said, when it comes to wellness, given the increases we will see on items like workers compensation, I would argue that it is time to begin dipping our toe in the water on wellness so that we can stay in an advantageous position.

RECOMMENDATION: Provided for discussion with the goal of attaining the vision of the Board and attaining direction for a formal policy to be brought back for formal action. Included with this effort would be 2018 budget impacts.

GOAL: The Team Wellness Program will provide a means and incentive for all regular full and part-time employees to be more aware of their own basic health indicators and needs so that we can be more productive in our personal and professional lives.

1. Every calendar year, the village will provide regular full and part-time employees an opportunity for a personal health assessment (this will typically include a health assessment along with a biometric screening) with a certified health care professional or qualified consultant.
2. Upon completion of a personal health assessment with the selected consultant, participating employees will be eligible to receive an identified incentive. Through the Wisconsin Department of Employee Trust Fund, based upon our participation in the Wisconsin Group Health Insurance Program, employees may be eligible for an incentive payment (\$150 in 2017).
3. Village employees eligible will be provided a participation form or notice each year once a partner has been identified and screenings are scheduled.
4. The village will not ask for nor want any of the personal information provided by the employees. Aggregate employee data may be used to track program performance annually to determine appropriate results.
5. Fiscally, the Wellness Program and efforts will be budgeted under the Village Board authority on an annual basis. This allows for program review and evaluation on an annual basis in order to allow for programmatic changes to ensure the efficacy of the program efforts.

EEOC Notice: EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC) NOTICE REGARDING WELLNESS PROGRAM

The Well Wisconsin Program is a voluntary wellness program offered by the State of Wisconsin Group Health Insurance Program and is available to the primary subscriber and their enrolled spouse/domestic partner. You are not required to participate in this wellness program. The program is administered by the Department of Employee Trust Funds (ETF) through a contract with StayWell in accordance with federal rules permitting employer-sponsored wellness programs that seek to improve employee health or prevent disease, including the Americans with Disabilities Act of 1990, the Genetic Information Nondiscrimination Act of 2008, and the Health Insurance Portability and Accountability Act, as applicable, among others. If you choose to participate in the wellness program you will be asked to complete a voluntary health assessment that asks a series of questions about your health-related activities, behaviors and whether you have or had certain medical conditions (e.g., diabetes or heart disease). You will also be asked to

complete a health screening, which will include a blood test for cholesterol and blood glucose levels. Employees and their eligible spouse/domestic partner who choose to participate in the wellness program will receive an incentive of \$150 once the StayWell health assessment and health screening have been completed.

The information from your health survey and health assessment will be used to provide you with information to help you understand your current health and potential risks, and may also be used to offer you services through StayWell and your health insurance plan, such as telephonic/digital health coaching. You are encouraged to share your results or concerns with your own doctor.

Protections from Disclosure of Medical Information

ETF and its contractors are required by law to maintain the privacy and security of your personally identifiable health information. Although the wellness program and ETF may use the aggregate information it collects to evaluate the current program and assist employers with addressing health risks in their workforce, the personal information you provide will never be disclosed publicly, to ETF, or to your employer.

Your health information will not be sold, exchanged, transferred, or otherwise disclosed except to the extent permitted by law to carry out specific activities related to the wellness program and health plan administration, and you will not be asked or required to waive the confidentiality of your health information as a condition of participating in the wellness program or receiving an incentive. Any party who receives your information for purposes of providing you services as part of the wellness program will abide by the same confidentiality requirements and will be required to encrypt any stored health information. Appropriate precautions will be taken to avoid any data breach, and in the event a data breach occurs involving information you provide in connection with the wellness program, you will be notified.

No information you provide as part of the wellness program or your choice to participate in the wellness program may be used in making any employment decision.

If you have questions or concerns regarding this notice, or about protections against discrimination and retaliation, please contact the Village Administrator.

POLICY 603 BENEFITS – OTHER

- Purpose.** The Board will determine the design and selection of benefits. The Board retains the right to change these benefits. Employees will be notified of any such changes.

Social security. The village will provide social security coverage to all employees under the Federal Old Age, Survivors, Disability and Health Insurance System pursuant to the provisions of Wis. Stat. § 40.41 (1), except for exemptions provided by law.

Deferred compensation. All eligible village employees and elected officers will be afforded the opportunity to voluntarily participate in the Village of Little Chute employees deferred compensation plan pursuant to the rules, terms and conditions outlined in the plan.

Workers Compensation. The Village provides workers compensation insurance in the event of an injury that occurs while an employee is working. Employees must report any injuries to their Supervisor following the injury. The employees Supervisor shall also notify the Village Finance Department and Administrator of such injuries. The specific benefits provided are defined and limited in the literature provided by the Village's insurance company.

Life Insurance. The Village provides Life Insurance to regular full time employees at no cost to the employee. The insurance provides for \$25,000 of coverage in the event of a death of an employee.

Long-term Disability. The Village provides long-term disability insurance to regular full time employees at no cost to the employee.

Team Wellness Program. The Village wishes to be proactive in terms of employee wellness through annual health screenings and incentives for employees to do so. See Appendix 603A for program details.

POLICY 603 BENEFITS – OTHER

Effective Date: January 20th, 2016

Village of Little Chute

Revised Date:

Employee Policy Manual



Employer Bulletin

Employer Communication Center 608-266-3285

Toll-free: 1-877-533-5020

ett.wi.gov

2017 Well Wisconsin Updates

This Employer Bulletin contains an overview of the \$150 Well Wisconsin incentive and important updates related to the new third party administrator, StayWell, which will be administering an improved Well Wisconsin Program beginning January 1, 2017.

About Well Wisconsin

The Well Wisconsin Program is the uniform wellness program offered as part of the State of Wisconsin Group Health Insurance Program and Wisconsin Public Employers Group Health Insurance Program. Participants receive a \$150 incentive payment after completing a health screening and a health assessment. The incentive is available to eligible employees and retirees enrolled in the group health insurance program and their enrolled spouse/domestic partner. Individuals enrolled in Humana's Medicare Advantage plan are not eligible to receive the incentive.

New Vendor for 2017 - StayWell

Effective January 1, 2017, the Well Wisconsin Program, including the incentive payment, will be administered by StayWell. This will replace the previous administration provided by the participant's health plan and the onsite health screenings provided by Optum. Having a single vendor administering all aspects of the Well Wisconsin Program will:

- improve the consistency of the individual participant experience,
- ensure the program is providing more consistent follow up resources to support participant health, and
- establish a single point of contact for employer and employee customer service questions.

2017 Program Requirements and New Deadline

The requirements will remain unchanged for earning the incentive in 2017, with the exception of the transition to completing the requirements with StayWell rather than with the participant's health plan.

Note: There will be a new deadline for completing the requirements to earn the \$150 incentive. Eligible participants must complete the StayWell health assessment and health screening *prior to October 20, 2017* to receive a 2017 incentive payment.

StayWell Wellness Portal

StayWell will launch the wellness portal (wellwisconsin.staywell.com) for the Well Wisconsin Program on January 5, 2017. Employers are encouraged to include a link to the StayWell wellness portal within employee intranet sites. The portal will include:

- A mobile friendly health assessment that can be completed in about 10 minutes.
- Two options for completing the health screening requirement:
 - Scheduling tool for onsite health screenings
 - Health care provider form
- Tools and resources to support health goals including digital and telephonic health coaching

- Ability for individuals to synchronize fitness trackers
- Steps for claiming the \$150 incentive. Participants may claim the incentive instantly or have a Visa gift card mailed to their home address
- Monthly Wellness Webinars
 - When: Third Wednesday each month
 - Upcoming topics:
 - February – StayWell portal introduction
 - March - Introduction to health coaching
 - A complete list of 2017 topics will be posted in the StayWell wellness portal in early spring

Employees and their spouse/domestic partners enrolled in the group health insurance program will be able to create an account in the StayWell wellness portal using their first name, date of birth and last four numbers of their Social Security number as it appears in their enrollment record for the group health insurance program.

December Wellness Portal Preview for Employers

StayWell is inviting employers to a webinar preview of the portal on Thursday, December 15. This will provide employers with an opportunity to see the features of the new wellness portal prior to the go-live date in January.

State Employer Preview

Hosted by DOA at 101 E. Wilson, Madison, WI
1 p.m. on Thursday, December 15

All other Employers: University of Wisconsin, Wisconsin Public Employers

Online StayWell webinar at www.readytalk.com 1-866-740-1260 passcode 6230563
3 p.m. on Thursday December 15

StayWell Customer Service

StayWell will provide customer service through the StayWell HelpLine. The HelpLine will assist employers and participants with questions about accessing the portal, incentive status or the services offered by StayWell. Contact the StayWell HelpLine at 800-821-6591 or wellwisconsin@staywell.com

2017 Workplace Health Screenings

StayWell will provide onsite health screening events to all employer groups that participate in the State Group Health Insurance Program. Katie Storlie, StayWell Screening Coordinator, will be the employer contact for 2017 onsite health screening.

- There are no direct costs to employers for the screening events. Costs are covered by the wellness portion of the administrative fee paid in the group health insurance program premiums.
- 60 days' notice is required to schedule an event.
- 2017 events must occur no later than October 13.
- Employers with 200+ employees are encouraged to host at least two opportunities per year, typically in spring and fall.
- There is a minimum of 20, and a recommended maximum of 200, participants per event. Contact Katie Storlie to discuss single day events where more than 200 participants are expected.
- Employer sites unable to reach 20 participants should consider co-hosting events if other employers in the area participate in the group health insurance program.

- Use this SurveyMonkey link to request your 2017 onsite health screening events: <https://www.surveymonkey.com/r/wellwi>

For additional information on hosting an onsite health screening, view this StayWell PowerPoint presentation ~~watch this StayWell presentation~~ or contact Katie Storlie at kstorlie@staywell.com or 651-681-3318.

Promotional Material for Well Wisconsin and StayWell

StayWell will be conducting several direct mailings to households eligible for the Well Wisconsin Program, including an overview brochure that will be mailed in late January. Additional copies of the brochure will be available for employers to include in new employee orientation. A general promotional flyer can be found [here](#). Additional promotional materials will be available within the StayWell portal in early 2017.

Employer Data

Moving to a single vendor for the administration of wellness programming will significantly improve the ability to provide employers with aggregate data on employee participation that can assist employers with their worksite wellness programs. For employer groups that reach a level of participation that can maintain confidentiality of participants, StayWell will provide aggregate data on participation levels and overall health risks. Numerous regulations protect and restrict use of individual health information, including the Health Insurance Portability and Accountability Act (HIPPA) and Equal Employment Opportunity Commission (EEOC); therefore, individual health information will never be shared with ETF, the group health insurance program or employers, only aggregate level data.

Wellness Liaison at Division of Personnel Management

The Department of Administration Division of Personnel Management (DPM) has recently hired a dedicated Wellness Coordinator, Christina Bulin, for enterprise wide employee wellness initiatives for employers covered by DPM. DPM will be contacting employers directly about uniform approaches for utilizing StayWell resources and promoting the Well Wisconsin Program.

Required Notice for Wellness Programs

The EEOC now requires all employee wellness programs to provide a notice to employees about employer wellness programs. The notice for the Well Wisconsin Program can be found on the ETF website and will be included in the StayWell brochure.

State: <http://etf.wi.gov/members/IYC2017/et-2107well.asp>

Local: <http://etf.wi.gov/members/IYC2017/et-2128well.asp>

Incentive Payment Data for Employers

ETF will continue to collect incentive payment information from StayWell as well as the health plans that offer additional incentive programs, such as gym membership reimbursement programs. This data will be distributed by ETF's Employer Service Section to employers in August and November.

Well Wisconsin Expo

ETF will be hosting the third Annual Well Wisconsin Expo on Wednesday, May 10, 2017 at the Monona Terrace Community and Convention Center in Madison. The event will feature an educational area with local health and wellness organizations and a convenient opportunity to complete a StayWell health screening. Promotional materials will be distributed to Madison area employer groups approximately two months prior to the event.

Additional Information

ETF expects to release an additional Employer Bulletin in spring of 2017 that will provide additional detail on employer tools and resources available through StayWell, including access to promotional materials and aggregate reports.

The Department of Employee Trust Funds does not discriminate on the basis of disability in the provision of programs, services or employment. If you are speech or hearing impaired and need assistance, call the Wisconsin Relay Service toll-free at 7-1-1 or 1-800-947-3529 (English) 1-800-833-7813 (Español). If you are visually or cognitively impaired, call 1-877-533-5020 or 608-266-3285 (local Madison). We will try to find another way to get the information to you in a usable form.

This *Employer Bulletin* is published by the Wisconsin Department of Employee Trust Funds. Questions should be directed to contact persons listed in the *Bulletin*. Employer agents may copy this *Bulletin* for further distribution to other payroll offices, subunits or individuals who may need the information. Copies of the most recent *Employer Bulletins* are available at etf.wi.gov/employers.htm

It's Your Choice 2017

Local Traditional Plan
Insurance for Employees
and Retirees (PO2, PO12)



EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC) NOTICE REGARDING WELLNESS PROGRAM

The Well Wisconsin Program is a voluntary wellness program offered by the State of Wisconsin Group Health Insurance Program and is available to the primary subscriber and their enrolled spouse/domestic partner. You are not required to participate in this wellness program. The program is administered by the Department of Employee Trust Funds (ETF) through a contract with StayWell in accordance with federal rules permitting employer-sponsored wellness programs that seek to improve employee health or prevent disease, including the Americans with Disabilities Act of 1990, the Genetic Information Nondiscrimination Act of 2008, and the Health Insurance Portability and Accountability Act, as applicable, among others. If you choose to participate in the wellness program you will be asked to complete a voluntary health assessment that asks a series of questions about your health-related activities, behaviors and whether you have or had certain medical conditions (e.g., diabetes or heart disease). You will also be asked to complete a health screening, which will include a blood test for cholesterol and blood glucose levels. Employees and their eligible spouse/domestic partner who choose to participate in the wellness program will receive an incentive of \$150 once the StayWell health assessment and health screening have been completed.

The information from your health survey and health assessment will be used to provide you with information to help you understand your current health and potential risks, and may also be used to offer you services through StayWell and your health insurance plan, such as telephonic/digital health coaching. You are encouraged to share your results or concerns with your own doctor.

Protections from Disclosure of Medical Information

ETF and its contractors are required by law to maintain the privacy and security of your personally identifiable health information. Although the wellness program and ETF may use the aggregate information it collects to evaluate the current program and assist employers with addressing health risks in their workforce, the personal information you provide will never be disclosed publicly, to ETF, or to your employer.

Your health information will not be sold, exchanged, transferred, or otherwise disclosed except to the extent permitted by law to carry out specific activities related to the wellness program and health plan administration, and you will not be asked or required to waive the confidentiality of your health information as a condition of participating in the wellness program or receiving an incentive. Any party who receives your information for purposes of providing you services as part of the wellness program will abide by the same confidentiality requirements and will be required to encrypt any stored health information. Appropriate precautions will be taken to avoid any data breach, and in the event a data breach occurs involving information you provide in connection with the wellness program, you will be notified.

No information you provide as part of the wellness program or your choice to participate in the wellness program may be used in making any employment decision.

If you have questions or concerns regarding this notice, or about protections against discrimination and retaliation, please contact the Affirmative Action Officer or human resource office at your place of employment.

Disclaimer:

Every effort has been made to ensure that this information is accurate, but may be subject to change. Please note

revision dates located at the bottom of each page. In the event of conflicting information, federal law, state statute, state health contracts and/or policies and provisions established by the State of Wisconsin Group Insurance Board shall be followed.

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Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Merit and Bonus Policy Discussion- UPDATED

PREPARED BY: Village Administrator James Fenlon

REPORT DATE: August 28, 2017

EXPLANATION: At the Regular Board meeting on August 2nd, 2017, we preliminarily discussed the potential for a merit/bonus policy within the Village of Little Chute. For background, I have attached the August 2nd IFC. During that meeting, it was clear that there was a difference of opinion between trustees on the merits of a bonus system. Regardless of views, it would seem apparent that any system implemented would have the main goal of rewarding top performers and recognizing group or individual action that was above and beyond the expectations for our employees.

Knowing that there is not widespread support of one way to provide for merit over another, or if anything at all, my recommendation would be to start incrementally to determine viability and effectiveness. This would allow staff to determine the effectiveness of achieving the main goal (rewarding top performers and recognizing group or individual action that was above and beyond the expectations). In order to better prompt and guide discussion, the following outline of a merit or bonus program could be structured as follows:

1. For every FTE within each department, the department would be allotted 4 hours of compensatory time (ex. 3 employee departments would have 12 hours). That "bank" of time would be awarded to high performers or exemplary actions in the form of compensatory time off as recommended by the department head. Each department would notify the administrator of a pending award and with approval, that time would be credited to the employee or group of employees. The allotment would then be reported to the board at a future date.
2. For every FTE within each department, the department would be allotted a total of \$50 per FTE (ex. 3 employee department would be allotted \$150). That line item would be awarded to high performers or exemplary actions in the form of gift cards in \$25 increments as recommended by the department head. Other outlays could be utilized in providing for individual department merit/bonus in the forms of morale and welfare type activities. Each department would notify the administrator of a pending award and with approval, that gift card would be presented to the employee following their exemplary performance. The allocation would then be reported to the Board at a future date.
3. In both instances, the compensatory time and financial allotment would be at the control of each department so they can implement in a manner that is most effective for their individual team. In all instances, allocations of time and financial resources would be approved by the Village Administrator ahead of those disbursements.
4. All financial resources allocated for the merit/bonus program would be budgeted under a single line item labeled appropriately within either the Village Board or Village Administrator Budget.

The goal of this discussion is to obtain preliminary approval on the structure of a formal policy to be brought back for final Board consideration.

RECOMMENDATION: Provided for discussion with the goal of obtaining final direction for a policy to be brought back for formal action.

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Merit and Bonus Policy

PREPARED BY: Village Administrator James Fenlon

REPORT DATE: July 22nd, 2017

EXPLANATION: The goal of this memo is to engage the Board in discussion and determine the direction for the Board of Trustees on the topic of a merit or bonus policy for the village workforce. While this item is labeled as discussion/potential action, the goal is to better understand the vision of the Board on this matter, along with some limited direction to better inform staff.

I have included some basic guidelines on policy formulation for bonuses, but you are ultimately responsible for determining the scope of this effort. To provide some simplistic background on merit and bonus programs, I have included two short articles on the topic. The first is from the Society for Human Resource Management (SHRM) and the second is a brief article published by Forbes.com.

By way of organizational background, in 2015 the village conducted a comprehensive wage and compensation survey. The results of that survey and report were adopted in late 2015 and implemented in 2016 as an updated wage table for non-represented staff. Three things stick out from that effort, as it relates to a merit and/or bonus program in the village of Little Chute.

1. Annual reviews are to be based upon annual performance and moving up in steps is predicated upon said performance
2. We viewed total compensation (all benefits), not just wages, as a guiding point for the conversation on wages.
3. Merit and bonus has been discussed in 2015 and through the 2016 review of the personnel manual, but never funded in budget, nor a formal policy introduced, adopted or approved.

Staff, primarily at the Department Head level, have had numerous conversations with regards to what an ideal merit policy could be. The first thing that is apparent is that each department is different, but certainly one thing is consistent, department heads are concerned with creating a policy that would drive division amongst their teams. Here are some things to consider as you create an effective merit policy:

1. **Equity** – Regardless of what the policy is, it must be defendable from an equity perspective. This means that if an employee is to receive a bonus of any sort, it must be defendable and transparent. If there is any doubt in this matter, the policy or practice in and of itself will have detrimental impacts across the organization.
2. **Complexity** – If we are executing a program under the current administration and payroll configuration, then the less complex the better. The more complex system adopted and implemented will need time and resources to implement and administer. In addition, as the village has no formal human resource staff, it would behoove of us to refrain from an overly complex system.
3. **Effectiveness** - It accomplishes the goal set forth in the policy, namely, rewarding employees for going above and beyond in their work.
4. **Cost** – A private sector type bonus program would not be consistent with the village's total compensation philosophy. In addition, our commitment to being responsible to tax and rate payers, if we adopt any system it should be at a responsible level.
5. **What are other communities doing?** Most communities do not have a merit/bonus system that is clearly defined and made widely available (publicized). Those that do, generally larger more progressive organizations, have well defined plans and a more advanced human resource capability.

CONTINUED ON FOLLOWING PAGE

With the above being known, the following is a general framework of what would be recommended for a merit and bonus policy to be brought back for formal board consideration:

1. Reallocate resources from the annual employee dinner (roughly \$4k annually) to a merit based line item within the Village Board budget. While this would end the employee dinner, it's a strategic reallocation of resources and each year, there are less and less front-line employees taking advantage of the benefit.
2. A portion of the reallocated line item within the budget would be allocated in an equal fashion to departments (roughly 75% of total line item funded). Each department would come up with a plan to allocate those resources for their team. Examples could be gift cards, team building events or "buying" time off (specific details to be determined by formal policy).
3. Department head plan and allocation would be approved by Administrator annually.
4. A second portion of the line item would be allocated (remaining 25%) to the Board to administer "bonuses" or merit type efforts under the advisement of the Administrator. This would allow the Board to recognize department heads or other employees who have exceeded expectations throughout the year.
5. If the Board of Trustees determines this is the vision of the bonus/merit plan, then a formal policy will be drafted and adopted by the board outlining the way in which the program will be administered. The formal policy would be added to the personnel manual as appropriate.

RECOMMENDATION: Provided for discussion with the goal of attaining direction for a formal policy to be brought back for future action.

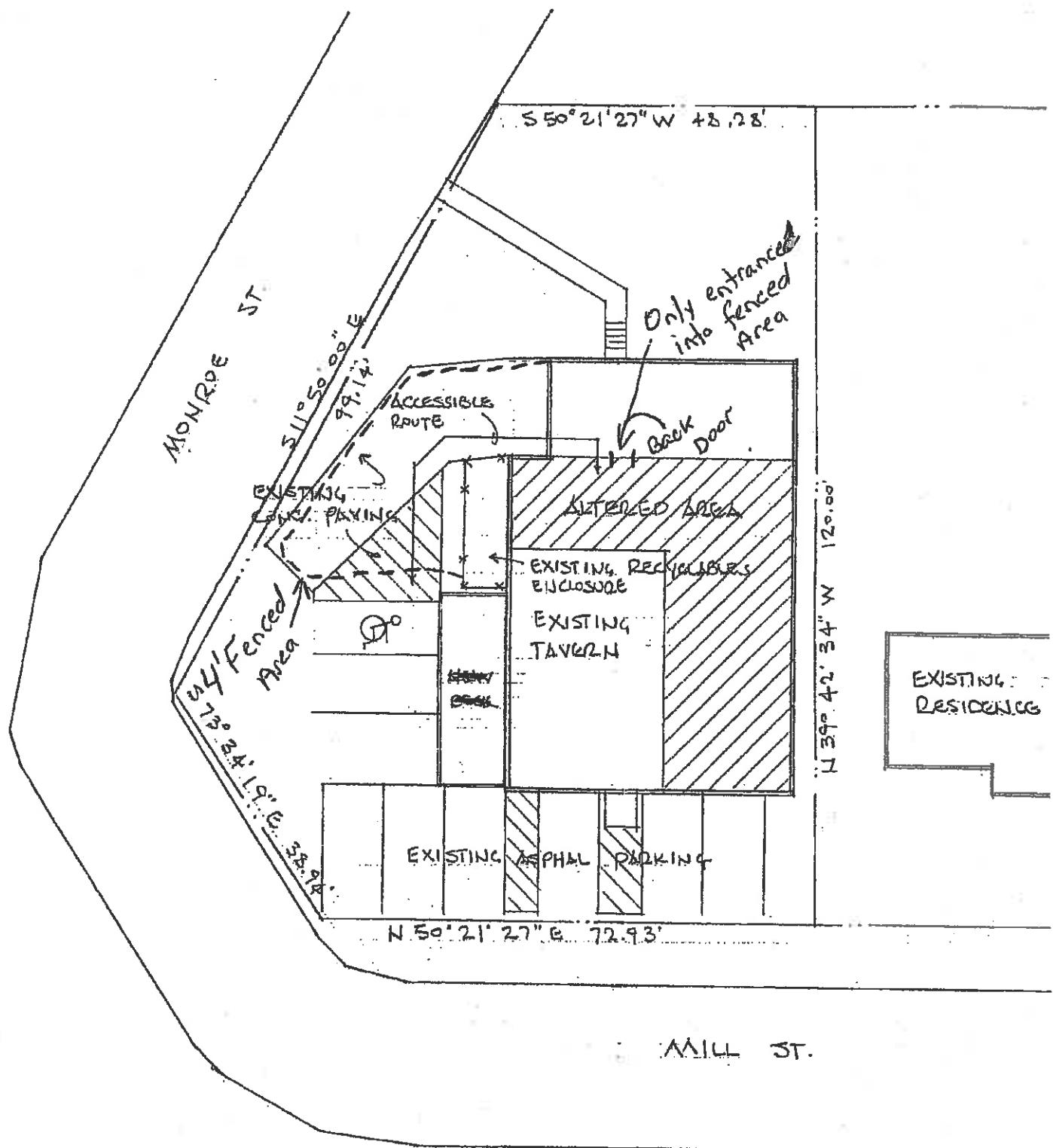


Down the Hill Bar, 221 Mill St. is requesting an outdoor alcohol permit on September 9th, 2017 for a cook out and costumer appreciation party from 3 pm to 10pm. We would also like to have a speaker outside mostly for prize announcements. We are able to cap the volume on the outside speaker so it cannot be turned up too loud.

Thanks,



Greg Manteuffel



SITE PLAN

SCALE: 1" = 20' 0"

W

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Revision to Construction Site Erosion Control and Post-construction Storm Water Management Ordinances.

PREPARED BY: Christopher Murawski, P.E. – Village Engineer

REPORT DATE: 4-12-17 revised and resubmitted for Board Consideration on 9-6-17

ADMINISTRATOR'S REVIEW/COMMENTS:

No additional comments to this report: J.P.W.

See additional comments attached: _____

EXPLANATION:

Storm Water Management Planning (SWMP)

Approve the revised articles listed below to update the Village of Little Chute's Construction Site Erosion Control and Post-construction Storm Water Management Ordinances. These revisions are part of the work Provided by Robert E. Lee & Associates, Inc. as part of the storm water planning grant. The reason for these changes is to comply with WPDES General Permit (WI-S050075-2) which requires the Village of Little Chute to update these ordinances to comply with the DNR's model ordinance dated April 2015. The referenced ordinances with revisions are attached for review.

ARTICLE VIII. - CONSTRUCTION SITE EROSION CONTROL

ARTICLE IX. - POST CONSTRUCTION STORMWATER MANAGEMENT (w/ TMDL)

Article IX - The requirements for stormwater detention and stormwater quality have been removed for sites with less than one acre of land disturbance. This includes the NEWSC suggested detention and water quality standards for post construction sites with added impervious areas of 20,000 square feet or greater.

To compensate for this change in criteria it is encouraged that area wide water quality and detention facilities be constructed in previously developed areas of the Village in order to meet MS4 requirements.

Additional information for incorporating TMDL requirements at this time.

The U.S. Environmental Protection Agency (EPA) requires the waste load allocations (WLAs) developed as part of a Total Maximum Daily Load (TMDL) be reflected and implemented through permits. Currently the pollutant of concern for TMDLs in Wisconsin include total suspended solids (TSS) and total phosphorus (TP).

As described in the Village of Little Chute's MS4 permit, DNR will be requiring a TMDL implementation analysis and plan be completed by MS4 permittees subject to TMDL WLAs. This analysis and plan should be incorporated in the SWMP as required by the permittee's MS4 permit. The required date to have this completed is March 31, 2018. The final draft of these ordinances were reviewed by the WDNR and approved through e-mail correspondence on October 20, 2016. The Village of Little Chute has been encouraged to implement the TMDL requirements at this time to avoid a revision to Article IX within the next 12 months.

RECOMMENDATION: Approve the revisions to Article VIII and Article IX to update the Village of Little Chute's Construction Site Erosion Control and Post-construction Storm Water Management Ordinances with Total Maximum Daily Load requirements included.

VILLAGE OF LITTLE CHUTE
ORDINANCE NO. 5, SERIES 2017

**AN ORDINANCE AMENDING CHAPTER 7 CONTROL OF CONSTRUCTION SITE EROSION
RESULTING FROM LAND DISTURBING CONSTRUCTION ACTIVITIES—TITLE 9—PUBLIC
UTILITIES VILLAGE OF LITTLE CHUTE MUNICIPAL CODE**

BE IT ORDAINED By the Village Board of Trustees, Village of Little Chute, Outagamie County, Wisconsin does hereby ordain that Chapter 7 Control of Construction Site Erosion Resulting from land disturbing construction activities Title 9 Public Utilities be amended as follows:

ARTICLE VIII. - CONSTRUCTION SITE EROSION CONTROL

DIVISION 1. - GENERALLY

Sec. 34-771. - Authority.

- (a) This article is adopted under the authority granted by Wis. Stats. § 61.354. This article supersedes all provisions of an ordinance previously enacted under Wis. Stats. § 61.35, that relates to construction site erosion control. Except as otherwise specified in Wis. Stats. §§ 61.35, 61.354, applies to this article and to any amendments to this article.
- (b) The provisions of this article are deemed not to limit any other lawful regulatory powers of the same governing body.
- (c) The village board hereby designates the community development department and public works department to administer and enforce the provisions of this article.
- (d) The requirements of this article do not pre-empt more stringent erosion and sediment control requirements that may be imposed by any of the following:
 - (1) State department of natural resources administrative rules, permits or approvals including those authorized under Wis. Stats. §§ 281.16 and 283.33.
 - (2) Targeted nonagricultural performance standards promulgated in rules by the state department of natural resources under Wis. Admin. Code § NR 151.004.

(Code 2006, § 15-5-1; Ord. No. 16(Ser. of 2007), § 1, 12-19-2007)

Sec. 34-772. - Findings of fact.

The village board finds that runoff from land disturbing construction activity carries a significant amount of sediment and other pollutants to the waters of the state in the village.

(Code 2006, § 15-5-2(a); Ord. No. 16(Ser. of 2007), § 2, 12-19-2007)

Sec. 34-773. - Purpose.

It is the purpose of this article to further the maintenance of safe and healthful conditions; prevent and control water pollution; prevent and control soil erosion; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses; preserve ground cover and scenic beauty; and promote sound economic growth, by minimizing the amount of sediment and other pollutants

carried by runoff or discharged from land disturbing construction activity to waters of the state in the village.

(Code 2006, § 15-5-2(b); Ord. No. 16(Ser. of 2007), § 3, 12-19-2007)

Sec. 34-774. - Applicability and jurisdiction.

(a) Article applicability to land disturbing activities; exception.

- (1) This article applies to the following land disturbing construction activities except as provided under subsection (a)(2) of this section:
 - a. A construction site, which has 4,000 square feet or greater of land disturbing construction activity.
 - b. A construction site, which has 100 cubic yards or greater of excavation volume, filling volume, or some combination of excavation and filling volume.
 - c. A construction site, which has 100 linear feet or greater of land disturbance to a highway, street, driveway, swale, ditch, waters of the state, wetland, protective area, or other nonagricultural drainage facility which conveys concentrated flow. Wetlands shall be delineated in accordance with Wis. Admin. Code § NR 103.08(1m).
- (2) This article does not apply to the following:
 - a. A construction project that is exempted by federal statutes or regulations from the requirement to have a national pollutant discharge elimination system permit issued under 40 CFR 122, for land disturbing construction activity.
 - b. Nonpoint discharges from agricultural activity areas.
 - c. Nonpoint discharges from silviculture activities.
 - d. Mill and crush operations.
 - e. **Land disturbing construction activity that includes the construction of one- and two-family residential dwellings that are not part of a larger common plan of development or sale and that result in less than one acre of disturbance. These construction sites are regulated by the state department of commerce under Wis. Admin. Code § COMM 21.125. These sites are regulated by the Village of Little Chute Building Inspection Department.**
- (3) Notwithstanding the applicability requirements in subsection (a)(1) of this section, this article applies to construction sites of any size that, in the opinion of the community development department or public works department, are likely to result in runoff that exceeds the safe capacity of the existing drainage facilities or receiving body of water, that causes undue channel erosion, that increases water pollution by scouring or the transportation of particulate matter or that endangers property or public safety.

- (b) **Jurisdiction** - This article applies to land disturbing construction activity on construction sites located within the boundaries and jurisdiction of the village.
- (c) **Exclusions** - This article is not applicable to activities conducted by a state agency, as defined under Wis. Stats. § 227.01(1), but also including the office of district attorney, which is subject to the state plan promulgated or a memorandum of understanding entered into under Wis. Stats. § 281.33(2).

(Code 2006, § 15-5-3; Ord. No. 16(Ser. of 2007), § 4, 12-19-2007)

Sec. 34-775. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Administering authority means a governmental employee, or a regional planning commission empowered under Wis. Stats. § 61.354, that is designated by the village board to administer this article.

Agricultural activity area means the part of the farm where there is planting, growing, cultivating and harvesting of crops for human or livestock consumption and pasturing or outside yarding of livestock, including sod farms and silviculture. Practices in this area may include waterways, drainage ditches, diversions, terraces, farm lanes, excavation, filling and similar practices. The agricultural activity area does not include the agricultural production area.

Agricultural production area means the part of the farm where there is concentrated production activity or impervious surfaces. The term "agricultural production areas" include buildings, driveways, parking areas, feed storage structures, manure storage structures, and other impervious surfaces. The term "agricultural production area" does not include the agricultural activity area.

Average annual rainfall means a calendar year of precipitation, excluding snow, which is considered typical. For purposes of this article, average annual rainfall means measured precipitation in Green Bay, Wisconsin, between March 29 and November 25, 1969.

Best management practice (BMP) means structural or nonstructural measures, practices, techniques or devices employed to avoid or minimize soil, sediment or pollutants carried in runoff to waters of the state.

Business day means a day the office of the community development department or public works department is routinely and customarily open for business.

Cease and desist order means a court-issued order to halt land disturbing construction activity that is being conducted without the required permit.

Common plan of development or sale means a development or sale where multiple separate and distinct land disturbing construction activities may be taking place at different times on different schedules but under one plan. The term "common plan of development or sale" includes, but is not limited to, subdivision plats, certified survey maps, and other developments.

Construction site means an area upon which one or more land disturbing construction activities occur, including areas that are part of a larger common plan of development.

Design Storm means a hypothetical discrete rainstorm characterized by a specific duration, temporal distribution, rainfall intensity, return frequency and total depth of rainfall.

Development means residential, commercial, industrial, institutional, or other land uses and associated roads.

Division of land means the creation from one or more parcels or building sites of additional parcels or building sites where such creation occurs at one time or through the successive partition within a five year period.

Erosion means the process by which the land's surface is worn away by the action of wind, water, ice or gravity.

Erosion and sediment control plan means a comprehensive plan developed to address pollution caused by erosion and sedimentation of soil particles or rock fragments during construction.

Extraterritorial means the unincorporated area within three miles of the corporate limits of a first, second, or third class city, or within 1.5 miles of a fourth class city or village.

Final stabilization means that all land disturbing construction activities at the construction site have been completed and that a uniform perennial vegetative cover has been established, with a density of at least 70 percent of the cover, for the unpaved areas and areas not covered by permanent structures, or that employ equivalent permanent stabilization measures.

Governing body means town board of supervisors, county board of supervisors, city council, village board of trustees or village council.

Land disturbing construction activity or disturbance means any manmade alteration of the land surface resulting in a change in the topography or existing vegetative or nonvegetative soil cover, that may result in runoff and lead to an increase in soil erosion and movement of sediment into waters of the state. The term "land disturbing construction activity" includes clearing and grubbing, demolition, excavating, pit trench dewatering, filling and grading activities, and soil stockpiling.

Landowner means any person holding fee title, an easement or other interest in property, which allows the person to undertake cropping, livestock management, land disturbing construction activity or maintenance of storm water BMPs on the property.

Maximum extent practicable (MEP) means ~~a level of implementing best management practices in order to achieve a performance standard specified in this chapter which takes into account the best available technology, cost-effectiveness and other competing issues such as human safety and welfare, endangered and threatened resources, historic properties and geographic features. MEP allows flexibility in the way to meet the performance standards and may vary based on the performance standard and site conditions. the highest level of performance that is achievable but is not equivalent to a performance standard identified in this ordinance as determined in accordance with section 34-776 of this ordinance.~~

Performance standard means a narrative or measurable number specifying the minimum acceptable outcome for a facility or practice.

Permit means a written authorization made by the community development department or public works department to the applicant to conduct land disturbing construction activity or to discharge post-construction runoff to waters of the state.

Pollutant has the meaning given in Wis. Stats. § 283.01(13).

Pollution has the meaning given in Wis. Stats. § 281.01(10).

Protective area has the meaning given in section 34-949(c)(4).

Responsible party means any entity holding fee title to the property or performing services to meet the performance standards of this article through a contract or other agreement.

Runoff means stormwater or precipitation including rain, snow or ice melt or similar water that moves on the land surface via sheet or channelized flow.

Sediment means settleable solid material that is transported by runoff, suspended within runoff or deposited by runoff away from its original location.

Separate storm sewer means a conveyance or system of conveyances including roads with drainage systems, streets, catchbasins, curbs, gutters, ditches, constructed channels or storm drains, which meets all of the following criteria:

- (1) Is designed or used for collecting water or conveying runoff.
- (2) Is not part of a combined sewer system.
- (3) Discharges directly or indirectly to waters of the state.

Site means the entire area included in the legal description of the land on which the land disturbing construction activity is proposed in the permit application.

Stop work order means an order issued by the community development department or public works department which requires that all construction activity on the site be stopped.

Technical standard means a document that specifies design, predicted performance and operation and maintenance specifications for a material, device or method.

Transportation facility means a highway, a railroad, a public mass transit facility, a public-use airport, a public trail or any other public work for transportation purposes such as harbor improvements under s. 85.095 (1)(b), Wis. Stats. Transportation facility does not include building sites for the construction of

public buildings and buildings that are places of employment that are regulated by the Department pursuant to s. 281.33, Wis. Stats.

Waters of the state has the meaning given in Wis. Stats. § 281.01(18).

(Code 2006, § 15-5-4; Ord. No. 16(Ser. of 2007), § 5, 12-19-2007)

Sec. 34-776. – Applicability of Maximum Extent Practicable.

Maximum extent practicable applies when a person who is subject to a performance standard of this ordinance demonstrates to the Village's satisfaction that a performance standard is not achievable and that a lower level of performance is appropriate. In making the assertion that a performance standard is not achievable and that a level of performance different from the performance standard is the maximum extent practicable, the responsible party shall take into account the best available technology, cost effectiveness, geographic features, and other competing interests such as protection of public safety and welfare, protection of endangered and threatened resources, and preservation of historic properties.

Sec. 34-777. - Fee schedule.

The fees referred to in other sections of this article shall be established by the village board and may from time to time be modified by resolution. A schedule of the fees established by the village board shall be available for review in the community development department and public works department.

(Ord. No. 16(Ser. of 2007), § 10, 12-19-2007)

Sec. 34-778. - Inspection.

If land disturbing construction activities are being carried out without a permit required by this article, the community development department or public works department may enter the land pursuant to the provisions of Wis. Stats. § 66.0119(1)–(3).

(Code 2006, § 15-5-9; Ord. No. 16(Ser. of 2007), § 11, 12-19-2007)

Secs. 34-779—34-807. - Reserved.

DIVISION 2. - STANDARDS

Sec. 34-808. - Technical standards.

- (a) Design criteria, standards and specifications. All BMPs required to comply with this article shall meet the design criteria, standards and specifications based on any of the following:
 - (1) Design guidance and technical standards identified or developed by the state department of natural resources under Wis. Admin. Code ch. NR 151, subch. V (Wis. Admin. Code §§ NR 151.30—151.32).
 - (2) Soil loss prediction tools (such as the Universal Soil Loss Equation (USLE)) when using an appropriate rainfall or runoff factor (also referred to as the R factor) or an appropriate design storm and precipitation distribution, and when considering the geographic location of the site and the period of disturbance.

- (3) Technical standards and other guidance identified within the stormwater reference guide.
- (4) For this article, average annual basis is calculated using the appropriate annual rainfall or runoff factor, also referred to as the R factor, or an equivalent design storm using a type II distribution, with consideration given to the geographic location of the site and the period of disturbance.
- (b) Other standards - Other technical standards not identified or developed in subsection (a) of this section, may be used provided that the methods have been approved by the community development department or public works department.

(Code 2006, § 15-5-5; Ord. No. 16(Ser. of 2007), § 6, 12-19-2007)

Sec. 34-809. - Performance standards.

- (a) Responsible party - The responsible party shall implement an erosion and sediment control plan, developed in accordance with division 4 of this article that incorporates the requirements of this section.
- (b) Plan - A written erosion and sediment control plan shall be developed in accordance with division 4 of this article and implemented for each construction site.
- (c) Requirements - The erosion and sediment control plan shall meet the following minimum requirements to the maximum extent practicable:
 - (1)
 - (3) Where appropriate, the plan shall include **erosion and** sediment controls to do all of the following to the maximum extent practicable:
 - a. Prevent tracking of sediment from the construction site onto roads and other paved surfaces.
 - b. Prevent the discharge of sediment as part of site dewatering.
 - c. Protect the separate storm drain inlet structure from receiving sediment.
 - d. **Prevent the discharge of sediment from disturbed areas into adjacent waters of the state.**
 - e. **Prevent the discharge of sediment eroding from soil stockpiles existing for more than 7 days.**
 - f. **Prevent the discharge of sediment from erosive flows at outlets and in downstream channels.**
 - g. **Prevent the transport by runoff into the waters of the state of untreated wash water from vehicle and wheel washing.**
 - (4) The use, storage and disposal of building materials, chemicals, cement, concrete truck washout, litter, sanitary waste, and other compounds and materials used on the construction site shall be managed during the construction period, to prevent their entrance into storm sewers and waters of the state. However, projects that require the placement of these materials in waters of the state, such as constructing bridge footings or BMP installations, are not prohibited by this subsection.
 - (5) **Sediment Performance Standards** - In addition to the erosion and sediment control practices under par. (3), the following erosion and sediment control practices shall be employed:
 - a. BMPs that, by design, discharge no more than 5 tons per acre per year, or to the maximum extent practicable, of the sediment load carried in runoff from initial grading to final stabilization.
 - b. No person shall be required to employ more BMPs than are needed to meet a performance standard in order to comply with maximum extent practicable. Erosion and sediment

control BMPs may be combined to meet the requirements of this paragraph. Credit may be given toward meeting the sediment performance standard of this paragraph for limiting the duration or area, or both, of land disturbing construction activity, or for other appropriate mechanisms.

- c. Notwithstanding subsection (a), if BMPs cannot be designed and implemented to meet the sediment performance standard, the erosion and sediment control plan shall include a written, site- specific explanation of why the sediment performance standard cannot be met and how the sediment load will be reduced to the maximum extent practicable.

(d) **Preventive Measures**

- (1) Maintenance of existing vegetation, especially adjacent to surface waters whenever possible.
- (2) Minimization of soil compaction and preservation of topsoil.
- (3) Minimization of land disturbing construction activity on slopes of 20 percent or more.
- (4) Development of spill prevention and response procedures.

(e) **Location** - The BMPs used to comply with this section shall be located prior to runoff entering waters of the state.

(f) **Implementation** – The BMP's used to comply with this section shall be implemented as follows:

- (1) Erosion and sediment control practices shall be constructed or installed before land disturbing construction activities begin in accordance with the erosion and sediment control plan developed in Sec. 34-809.(c).
- (2) Erosion and sediment control practices shall be maintained until final stabilization.
- (3) Final stabilization activity shall commence when land disturbing activities cease and final grade has been reached on any portion of the site.
- (4) Temporary stabilization activity shall commence when land disturbing activities have temporarily ceased and will not resume for a period exceeding 14 calendar days.
- (5) BMP's that are no longer necessary for erosion and sediment control shall be removed by the responsible party.

(f) **Alternate requirements** - The community development department or public works department may establish requirements more stringent than those set forth in this section if the community development department or public works department determines that an added level of protection is needed for sensitive resources.

(Code 2006, §§ 15-5-6, 15-5-7; Ord. No. 16(Ser. of 2007), § 7, 12-19-2007)

Secs. 34-810—34-826. - Reserved.

DIVISION 3. - PERMITTING REQUIREMENTS, PROCEDURES AND FEES

Sec. 34-827. - Required.

No responsible party may commence a land disturbing construction activity subject to this article without receiving prior approval of an erosion and sediment control plan for the site and a permit from the community development department or public works department.

(Code 2006, § 15-5-8(a); Ord. No. 16(Ser. of 2007), § 8(1), 12-19-2007)

Sec. 34-828. - Application and fees.

At least one responsible party desiring to undertake a land disturbing construction activity subject to this article shall submit an application for a permit and an erosion and sediment control plan that meets the requirements of division 4 of this article and shall pay fees identified in section 34-776 to the community development department or public works department. By submitting an application, the applicant is authorizing the community development department or public works department to enter the site to obtain information required for the review of the erosion and sediment control plan.

(Code 2006, § 15-5-8(a); Ord. No. 16(Ser. of 2007), § 8(2), 12-19-2007)

Sec. 34-829. - Review and approval of permit application.

The community development department or public works department shall review any permit application that is submitted with an erosion and sediment control plan, and the required fee. The following approval procedure shall be used:

- (1) Within 20 business days of the receipt of a complete permit application, as required by section 34-828, the community development department or public works department shall inform the applicant whether the application and plan are approved or disapproved based on the requirements of this article.
- (2) If the permit application and plan are approved, the community development department or public works department shall issue the permit.
- (3) If the permit application or plan is disapproved, the community development department or public works department shall state, in writing, the reasons for disapproval.
- (4) The community development department or public works department may request additional information from the applicant. If additional information is submitted, the community development department or public works department shall have 20 business days from the date the additional information is received to inform the applicant that the plan is either approved or disapproved.
- (5) Failure by the community development department or public works department to inform the permit applicant of a decision within 20 business days of a required submittal shall be deemed to mean approval of the submittal and the applicant may proceed as if a permit had been issued.

(Code 2006, § 15-5-8(d); Ord. No. 16(Ser. of 2007), § 8(3), 12-19-2007)

Sec. 34-830. - Surety bond.

As a condition of approval and issuance of the permit, the community development department or public works department may require the applicant to deposit a surety bond, cash escrow, or irrevocable letter of credit to guarantee a good faith execution of the approved erosion control plan and any permit conditions.

(Code 2006, § 15-5-8(e)(2); Ord. No. 16(Ser. of 2007), § 8(4), 12-19-2007)

Sec. 34-831. - Requirements.

All permits shall require the responsible party to:

- (1) Notify the community development department or public works department within 48 hours of commencing any land disturbing construction activity.
- (2) Notify the community development department or public works department of completion of any BMPs within ten business days after their installation.
- (3) Obtain permission, in writing, from the community development department or public works department prior to any modification, pursuant to section 34-829, of the erosion and sediment control plan.
- (4) Install all BMPs as identified in the approved erosion and sediment control plan.
- (5) Maintain all road drainage systems, stormwater drainage systems, BMPs and other facilities identified in the erosion and sediment control plan.
- (6) Repair any siltation or erosion damage to adjoining surfaces and drainageways resulting from land disturbing construction activities and document repairs in weekly inspection reports.
- (7) Conduct construction site inspections at least once per week and within 24 hours after a precipitation event of 0.5 inches or greater. Repair or replace erosion and sediment control BMPs as necessary within 24 hours of an inspection or notification that repair or replacement is needed. Maintain, at the construction site, weekly written reports of all inspections. Weekly inspection reports shall include all of the following:
 - a. Date, time and location of the construction site inspection;
 - b. The name of individual who performed the inspection;
 - c. An assessment of the condition of erosion and sediment controls;
 - d. A description of any erosion and sediment control BMP implementation and maintenance performed; and
 - e. A description of the present phase of land disturbing construction activity at the construction site.
- (8) Allow the community development department or public works department to enter the site for the purpose of inspecting compliance with the erosion and sediment control plan or for performing any work necessary to bring the site into compliance with the control plan. Keep a copy of the erosion and sediment control plan, stormwater management plan, amendments, weekly inspection reports, and permit at the construction site until permit coverage is terminated.
- (9) The permit applicant shall post the certificate of permit coverage in a conspicuous location at the construction site.

(Ord. No. 16(Ser. of 2007), § 8(5), 12-19-2007)

Sec. 34-832. - Conditions.

Permits issued under this section may include conditions established by the community development department or public works department in addition to the requirements set forth in section 34-831, where needed to ensure compliance with the performance standards in section 34-949.

(Code 2006, § 15-5-8(e)(3); Ord. No. 16(Ser. of 2007), § 8(6), 12-19-2007)

Sec. 34-833. - Duration.

Permits issued under this section shall be valid for a period of 180 days, or the length of the building permit or other construction authorizations, whichever is longer, from the date of issuance. The

community development department or public works department may extend the period one or more times for up to an additional 180 days. The community development department or public works department may require additional BMPs as a condition of the extension if they are necessary to meet the requirements of this article.

(Code 2006, § 15-5-8(e)(1); Ord. No. 16(Ser. of 2007), § 8(7), 12-19-2007)

Sec. 34-834. - Maintenance.

The responsible party throughout the duration of the construction activities shall maintain all BMPs necessary to meet the requirements of this article until the site has undergone final stabilization.

(Code 2006, § 15-5-6; Ord. No. 16(Ser. of 2007), § 8(8), 12-19-2007)

Sec. 34-835. - Alternate requirements.

The community development department or public works department may prescribe requirements less stringent for applicants seeking a permit for a construction site with less than one acre of disturbance.

(Ord. No. 16(Ser. of 2007), § 8, 12-19-2007)

Secs. 34-836—34-863. - Reserved.

DIVISION 4. - PLAN STATEMENT AND AMENDMENTS

Sec. 34-864. - Requirements.

The erosion and sediment control plan required under section 34-949(b) shall comply with the stormwater reference guide and contain at a minimum the following information:

- (1) Name, address, and telephone number of the landowner and responsible parties, and of any consulting firm retained by the applicant, together with the name of the applicant's principal contact at such firm. The application shall also include start and end dates for construction.
- (2) A legal description of the property proposed to be developed.
- (3) Description of the construction site and the nature of the land disturbing construction activity, including representation of the limits of land disturbance on a United States Geological Service 7.5 minute series topographic map.
- (4) A site map with property lines, disturbed limits, and drainage patterns.
- (5) Total area of the site and total area of the construction site that is expected to be disturbed by construction activities. Include a description of intended sequence of major land disturbing construction activities for major portions of the construction site, including stripping and clearing; rough grading; construction of utilities, infrastructure, and buildings; and final grading and landscaping. Sequencing shall identify the expected date on which clearing will begin, the estimated duration of exposure of cleared areas, areas of clearing, installation of temporary erosion and sediment control measures, and establishment of permanent vegetation.
- (6) Proposed best management practices.

- (6) Performance standards applicable to site. Calculations to show the compliance with the performance standard in section 34-809.
- (7) Existing data describing the surface soil as well as subsoils.
- (8) Depth to groundwater, as indicated by Natural Resources Conservation Service soil information where available.
- (9) Name of immediate named receiving water from the United States Geological Service 7.5 minute series topographic maps.
- (10) The erosion and sediment control plan shall include a site map. The site map shall include the following items and shall be at a scale not greater than 100 feet per inch and at a contour interval not to two five feet.
 - a. Existing topography, vegetative cover, natural and engineered drainage systems, roads and surface waters. Lakes, streams, wetlands, channels, ditches and other watercourses on or immediately adjacent to the site shall be shown. Any identified 100-year flood plans, flood fringes and floodways shall also be shown.
 - b. Boundaries of the construction site.
 - c. Drainage patterns and approximate slopes anticipated after major grading activities.
 - d. Areas of soil disturbance.
 - e. Location of major structural and non-structural controls identified in the erosion and sediment control plan.
 - f. Location of areas where stabilization BMPs will be employed.
 - g. Areas which will be vegetated following land disturbing construction activities.
 - h. Area(s) and location(s) of wetland on the construction site, and locations where storm water is discharged to a surface water or wetland within one-quarter mile downstream of the construction site.
 - i. Area(s) used for infiltration of post-construction storm water runoff.
 - j. An alphanumeric or equivalent grid overlying the entire construction site map.
- (11) Each erosion and sediment control plan shall include a description of appropriate control BMPs that will be installed and maintained at the construction site to prevent pollutants from reaching waters of the state. The erosion and sediment control plan shall clearly describe the appropriate erosion and sediment control BMPs for each major land disturbing construction activity and the timing during the period of land disturbing construction activity that the erosion and sediment control BMPs will be implemented. The description of erosion and sediment control BMPs shall include, when appropriate, the following minimum requirements:
 - a. Description of interim and permanent stabilization practices, including a BMP implementation schedule. The erosion and sediment control plan shall ensure that existing vegetation is preserved where attainable and that disturbed portions of the site are stabilized.
 - b. Description of structural practices to divert flow away from exposed soils, store flows or otherwise limit runoff and the discharge of pollutants from the site. Unless otherwise specifically approved in writing by the [administering authority], structural measures shall be installed on upland soils.
 - c. Management of overland flow at all areas of the construction site, unless otherwise controlled by outfall controls.
 - d. Trapping of sediment in channelized flow.

- e. Staging land disturbing construction activities to limit exposed soil areas subject to erosion.
- f. Protection of downslope drainage inlets where they occur.
- g. Minimization of tracking at all vehicle and equipment entry and exit locations of the construction site.
- h. Clean up of off-site sediment deposits.
- i. Proper disposal of building and waste material.
- j. Stabilization of drainage ways.
- k. Installation of permanent stabilization practices as soon as possible after final grading.
- l. Minimization of dust to the maximum extent practicable.

(12) The erosion and sediment control plan shall require that velocity dissipation devices be placed at discharge locations and along the length of any outfall channel as necessary to provide a non-erosive flow from the structure to a water course so that the natural physical and biological characteristics and functions are maintained and protected.

(Code 2006, § 15-5-8(b), (c); Ord. No. 16(Ser. of 2007), § 9(1), 12-19-2007)

Sec. 34-865. - Erosion and sediment control plan statement.

For each construction site identified under section 34-920(a)(3), an erosion and sediment control plan statement shall be prepared. This statement shall be submitted to the community development department or public works department. The control plan statement shall briefly describe the site, **the BMPs that will be used to meet the requirements of the ordinance and including** a site map. Further, it shall also include the best management practices that will be used to meet the requirements of this article, including the site development schedule.

(Code 2006, § 15-5-8; Ord. No. 16(Ser. of 2007), § 9(2), 12-19-2007)

Sec. 34-866. - Amendments.

The applicant shall amend the plan if any of the following occur:

- (1) There is a change in design, construction, operation or maintenance at the site which has the reasonable potential for the discharge of pollutants to waters of the state and which has not otherwise been addressed in the plan.
- (2) The actions required by the plan fail to reduce the impacts of pollutants carried by construction site runoff.
- (3) The community development department or public works department notifies the applicant of changes needed in the plan.

(Ord. No. 16(Ser. of 2007), § 9(3), 12-19-2007)

Sec. 34-867. - Alternate requirements.

The community development department or public works department may prescribe requirements less stringent for applicants seeking a permit for a construction site with less than one acre of disturbance.

(Ord. No. 16(Ser. of 2007), § 9(4), 12-19-2007)

Secs. 34-868—34-897. - Reserved.

DIVISION 5. - ENFORCEMENT AND APPEALS

Sec. 34-898. - Enforcement.

- (a) The community development department or public works department may post a stop work order if any of the following occurs:
 - (1) Any land disturbing construction activity regulated under this article is being undertaken without a permit.
 - (2) The erosion and sediment control plan is not being implemented in a good faith manner.
 - (3) The conditions of the permit are not being met.
- (b) If the responsible party does not cease activity as required in a stop work order posted under this section or fails to comply with the erosion and sediment control plan or permit conditions, the community development department or public works department may revoke the permit.
- (c) If the responsible party, where no permit has been issued, does not cease the activity after being notified by the community development department or public works department, or if a responsible party violates a stop work order posted under subsection (a) of this section, the community development department or public works department may request the village attorney to obtain a cease and desist order in any court with jurisdiction.
- (d) The community development department, public works department, or the board of appeals may retract the stop work order issued under subsection (a) of this section or the permit revocation under subsection (b) of this section.
- (e) After posting a stop work order under subsection (a) of this section, the community development department or public works department may issue a notice of intent to the responsible party of its intent to perform work necessary to comply with this article. The community development department or public works department may go on the land and commence the work after issuing the notice of intent. The costs of the work performed under this subsection by the community development department or public works department, plus interest at the rate authorized by the village board shall be billed to the responsible party or recovered from the surety bond, cash escrow, or irrevocable letter of credit. In the event a responsible party fails to pay the amount due, the clerk shall enter the amount due on the tax rolls and collect as a special assessment against the property pursuant to Wis. Stats. ch. 66, subch. VII.
- (f) Any person violating any of the provisions of this article shall be subject to a forfeiture of not less than \$25.00 nor more than \$500.00 and the costs of prosecution for each violation. Each day a violation exists shall constitute a separate offense.
- (g) Compliance with the provisions of this article may also be enforced by injunction in any court with jurisdiction. It shall not be necessary to prosecute for forfeiture or a cease and desist order before resorting to injunctive proceedings.

(Code 2006, § 15-5-10; Ord. No. 16(Ser. of 2007), § 12, 12-19-2007)

Sec. 34-899. - Appeals.

- (a) The board of appeals created pursuant to section 2-149 and Wis. Stats. § 61.354(4)(b):

- (1) Shall hear and decide appeals where it is alleged that there is error in any order, decision or determination made by the community development department or public works department in administering this article except for cease and desist orders obtained under section 34-898(c);
- (2) Upon appeal, may authorize variances from the provisions of this article which are not contrary to the public interest and where owing to special conditions a literal enforcement of the provisions of the article will result in unnecessary hardship; and
- (3) Shall use the rules, procedures, duties and powers authorized by statute in hearing and deciding appeals and authorizing variances.

(b) Appeals to the board of appeals may be taken by any aggrieved person or by any office, department, board, or bureau of the village affected by any decision of the community development department or public works department.

(Code 2006, § 15-5-11; Ord. No. 16(Ser. of 2007), § 13, 12-19-2007)

Secs. 34-900. - Severability.

If a court of competent jurisdiction judges any section, clause, provision or portion of this ordinance unconstitutional or invalid, the remainder of the ordinance shall remain in force and not be affected by such judgment.

Secs. 34-901—34-916. - Reserved.

Date Introduced: September 6, 2017

Approved and Adopted: September 6, 2017

VILLAGE OF LITTLE CHUTE

By:

Michael R. Vanden Berg, Village President

Attest:

Laurie Decker, Village Clerk

VILLAGE OF LITTLE CHUTE

ORDINANCE NO. 6, SERIES 2017

AN ORDINANCE AMENDING CHAPTER 8—POST CONSTRUCTION STORM WATER MANAGEMENT, TITLE 9—PUBLIC UTILITIES VILLAGE OF LITTLE CHUTE MUNICIPAL CODE

BE IT ORDAINED By the Village Board of Trustees of the Village of Little Chute, Outagamie County, Wisconsin does hereby ordain that Chapter 8, Title 9 of the Code of Ordinances of the Village of Little Chute is amended to read as follows:

ARTICLE IX. - POST CONSTRUCTION STORMWATER MANAGEMENT (w/ TMDL)

DIVISION 1. - GENERALLY

Sec. 34-917. - Authority.

- (a) This article is adopted by the village board under the authority granted by Wis. Stats. § 61.354. This article supersedes all provisions of an ordinance previously enacted under Wis. Stats. § 61.35, that relate to stormwater management regulations. Except as otherwise specified in Wis. Stats. § 61.354, Wis. Stats. § 61.35 applies to this article and to any amendments to this article.
- (b) The provisions of this article are deemed not to limit any other lawful regulatory powers of the same governing body.
- (c) The village board hereby designates the community development department and public works department to administer and enforce the provisions of this article.
- (d) The requirements of this article do not preempt more stringent stormwater management requirements that may be imposed by any of the following:
 - (1) State department of natural resources administrative rules, permits or approvals including those authorized under Wis. Stats. §§ 281.16 and 283.33.
 - (2) Targeted nonagricultural performance standards promulgated in rules by the state department of natural resources under Wis. Admin. Code § NR 151.004.

(Code 2006, § 15-5-20; Ord. No. 17(Ser. of 2007), § 1, 12-19-2007)

Sec. 34-918. - Findings of fact.

The village board finds that uncontrolled, post-construction runoff has a significant impact upon water resources and the health, safety and general welfare of the community and diminishes the public enjoyment and use of natural resources. Specifically, uncontrolled post-construction runoff can:

- (1) Degrade physical stream habitat by increasing stream bank erosion, increasing streambed scour, diminishing groundwater recharge, diminishing stream base flows and increasing stream temperature.
- (2) Diminish the capacity of lakes and streams to support fish, aquatic life, recreational and water supply uses by increasing pollutant loading of sediment, suspended solids, nutrients, heavy metals, bacteria, pathogens and other urban pollutants.
- (3) Alter wetland communities by changing wetland hydrology and by increasing pollutant loads.
- (4) Reduce the quality of groundwater by increasing pollutant loading.

- (5) Threaten public health, safety, property and general welfare by overtaxing storm sewers, drainage ways, and other minor drainage facilities.
- (6) Threaten public health, safety, property and general welfare by increasing major flood peaks and volumes.
- (7) Undermine floodplain management efforts by increasing the incidence and levels of flooding.

(Code 2006, § 15-5-21(a); Ord. No. 17(Ser. of 2007), § 2, 12-19-2007)

Sec. 34-919. - Purpose and intent.

- (a) **Purpose** - The general purpose of this article is to establish long term, post-construction runoff management requirements that will diminish the threats to public health, safety, welfare and the aquatic environment. Specific purposes are to:
 - (1) Further the maintenance of safe and healthful conditions.
 - (2) Prevent and control the adverse effects of stormwater; prevent and control soil erosion; prevent and control water pollution; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses; preserve ground cover and scenic beauty; and promote sound economic growth.
 - (3) Control exceedance of the safe capacity of existing drainage facilities and receiving water bodies; prevent undue channel erosion; control increases in the scouring and transportation of particulate matter; and prevent conditions that endanger downstream property.
- (b) **Intent** - It is the intent of the village board that this article regulates post-construction stormwater discharges to waters of the state. This article may be applied on a site-by-site basis. The village board recognizes, however, that the preferred method of achieving the stormwater performance standards set forth in this article is through the preparation and implementation of comprehensive, systems-level stormwater management plans that cover hydrologic units, such as watersheds, on a municipal and regional scale. Such plans may prescribe regional stormwater devices, practices or systems, any of which may be designed to treat runoff from more than one site prior to discharge to waters of the state. Where such plans are in conformance with the performance standards developed under Wis. Stats. § 281.16, for regional stormwater management measures and have been approved by the village board, it is the intent of this article that the approved plan be used to identify post-construction management measures acceptable for the community.

(Code 2006, § 15-5-21(b); Ord. No. 17(Ser. of 2007), § 3, 12-19-2007)

Sec. 34-920. - Applicability; jurisdiction; exclusions.

- (a) **Applicability.**
 - (1) Where not otherwise limited by law, this article applies to all post-construction sites, unless the site is otherwise exempt under subsection (b) of this section. Post construction sites include those sites preexisting the adoption of the ordinance from which this article is derived and those sites completed following of the adoption of the ordinance from which this article is derived.
 - (2) A post-construction site that meets any of the criteria in this subsection is exempt from the requirements of this article.
 - a. One-family and two-family residential dwellings that are not part of a larger common plan of development or sale and that result in less than one acre of disturbance.
 - b. Nonpoint discharges from agricultural activity areas.
 - c. Nonpoint discharges from silviculture activities.

- d. Mill and crush operations.
- (3) Notwithstanding the applicability requirements in this subsection, this article applies to post-construction sites of any size that, in the opinion of the community development department or public works department, is likely to result in runoff that exceeds the safe capacity of the existing drainage facilities or receiving body of water, that causes undue channel erosion, that increases water pollution by scouring or the transportation of particulate matter or that endangers property or public safety.
- (b) Jurisdiction - This article applies to post construction sites within the boundaries and jurisdiction of the village. Post construction sites include those sites preexisting the adoption of the ordinance from which this article is derived and those sites completed following the adoption of the ordinance from which this article is derived.
- (c) Exclusions - This article is not applicable to activities conducted by a state agency, as defined under Wis. Stats. § 227.01(1), but also including the office of district attorney, which is subject to the state plan promulgated or a memorandum of understanding entered into under Wis. Stats. § 281.33(2).

(Code 2006, §§ 15-5-22, 15-5-24; Ord. No. 17(Ser. of 2007), § 4, 12-19-2007)

Sec. 34-921. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Administering authority means a governmental employee, or a regional planning commission empowered under Wis. Stats. § 61.354, that is designated by the village board to administer this article.

Agricultural activity area means the part of the farm where there is planting, growing, cultivating and harvesting of crops for human or livestock consumption and pasturing or outside yarding of livestock, including sod farms and silviculture. Practices in this area may include waterways, drainage ditches, diversions, terraces, farm lanes, excavation, filling and similar practices. The term "agricultural activity area" does not include the agricultural production area.

Agricultural production area means the part of the farm where there is concentrated production activity or impervious surfaces. The term "agricultural production areas" include buildings, driveways, parking areas, feed storage structures, manure storage structures, and other impervious surfaces. The term "agricultural production area" does not include the agricultural activity area.

Atlas 14 means the National Oceanic and Atmospheric Administration (NOAA) Atlas 14 Precipitation-Frequency Atlas of the United States, Volume 8 (Midwestern States), published in 2013.

Average annual rainfall means a calendar year of precipitation as determined by the Wisconsin Department of Natural Resources for users of models such as WinSLAMM, P8 or equivalent methodology. For purposes of this article, average annual rainfall means measured precipitation in Green Bay, Wisconsin between March 29 and November 25, 1969.

Best management practice (BMP) means structural or nonstructural measures, practices, techniques or devices employed to avoid or minimize sediment or pollutants carried in runoff to waters of the state.

Business day means a day the office of the community development department or public works department is routinely and customarily open for business.

Cease and desist order means a court-issued order to halt land disturbing construction activity that is being conducted without the required permit.

Combined sewer system means a system for conveying both sanitary sewage and stormwater runoff.

Common plan of development or sale means a development or sale where multiple, separate and distinct land disturbing construction activities may be taking place at different times on different schedules

but under one plan. The term "common plan of development or sale" includes, but is not limited to, subdivision plats, certified survey maps, and other developments.

Connected imperviousness means an impervious surface that is directly connected to a separate storm sewer or water of the state via an impervious flow path.

Construction site means an area upon which one or more land disturbing construction activities occur, or have occurred, including areas that are part of a larger common plan of development or sale.

Design storm means a hypothetical discrete rainstorm characterized by a specific duration, temporal distribution, rainfall intensity, return frequency, and total depth of rainfall. The Natural Resources Conservation Service (NRCS) calculated Outagamie County Atlas 14 precipitation depths for the Midwest/Southeast (MSE) 4 precipitation distribution for the village are:

- (1) One-year, 2.14 inches;
- (2) Two-year, 2.45 inches;
- (3) Five-year, 3.01 inches;
- (4) Ten-year, 3.51 inches;
- (5) Twenty five-year, 4.24 inches;
- (6) Fifty-year, 4.85 inches; and
- (7) One hundred-year, 5.5 inches.

Development means residential, commercial, industrial, institutional, or other land uses and associated roads.

Division of land means the creation from one or more parcels or building sites of additional parcels or building sites where such creation occurs at one time or through the successive partition within a five-year period.

Effective infiltration area means the area of the infiltration system that is used to infiltrate runoff and does not include the area used for site access, berms or pretreatment.

Erosion means the process by which the land's surface is worn away by the action of wind, water, ice or gravity.

Exceptional resource waters means waters listed in Wis. Admin. Code § NR 102.11.

Extraterritorial means the unincorporated area within three miles of the corporate limits of a first, second, or third class city, or within 1.5 miles of a fourth class city or village.

Filtering layer means soil that has at least a 3-foot deep layer with at least 20 percent fines; or at least a 5-foot layer with at least 10 percent fines; or an engineered soil with an equivalent level of protection as determined by the regulatory authority for the site.

Final stabilization means that all land disturbing construction activities at the construction site have been completed and that a uniform, perennial, vegetative cover has been established, with a density of at least 70 percent of the cover, for the unpaved areas and areas not covered by permanent structures, or employment of equivalent permanent stabilization measures.

Financial guarantee means a performance bond, maintenance bond, surety bond, irrevocable letter of credit, or similar guarantees submitted to the community development department or public works department by the responsible party to ensure that requirements of the ordinance are carried out in compliance with the stormwater management plan.

Governing body means town board of supervisors, county board of supervisors, city council, village board of trustees or village council.

Highway has the meaning given in Wis. Stats. § 340.01(22).

Highway reconditioning has the meaning given in Wis. Stats. § 84.013(1)(b).

Highway reconstruction has the meaning given in Wis. Stats. § 84.013(1)(c).

Highway resurfacing has the meaning given in Wis. Stats. § 84.013(1)(d).

Impervious surface means an area that releases as runoff all or a large portion of the precipitation that falls on it, except for frozen soil. rooftops, sidewalks, driveways, parking lots and streets are examples of areas that typically are impervious. Gravel surfaces are considered impervious, unless specifically designed to encourage infiltration.

Infill area means a new development area less than five acres in size that is located within existing urban sewer service areas, surrounded by already existing development or existing development and natural or manmade features where development cannot occur.

Infiltration means the entry of precipitation or runoff into or through the soil.

Infiltration system means a device or practice such as a basin, trench, rain garden or swale designed specifically to encourage infiltration, but does not include natural infiltration in pervious surfaces such as lawns, redirecting of rooftop downspouts onto lawns or minimal infiltration from practices, such as swales or road side channels designed for conveyance and pollutant removal only.

Karst feature means an area or surficial geologic feature subject to bedrock dissolution so that it is likely to provide a conduit to groundwater, and may include caves, enlarged fractures, mine features, exposed bedrock surfaces, sinkholes, springs, seeps or swallets.

Land disturbing construction activity or disturbance means any manmade alteration of the land surface resulting in a change in the topography or existing vegetative or nonvegetative soil cover, that may result in runoff and lead to an increase in soil erosion and movement of sediment into waters of the state. The term "land disturbing construction activity" includes clearing and grubbing, demolition, excavating, pit trench dewatering, filling and grading activities, and soil stockpiling.

Maintenance agreement means a legal document that provides for longterm maintenance of stormwater management and best management practices.

Maximum extent practicable (MEP) means the highest level of performance that is achievable but is not equivalent to a performance standard identified in the ordinance as determined in accordance with Sec. 34-922 of this ordinance.

Minor reconstruction of a highway means reconstruction of a highway that is limited to 1.5 miles in continuous or aggregate total length of realignment and that does not exceed 100 feet in width of roadbed widening.

New development means that portion of a post-construction site where impervious surfaces are being created or expanded. Any disturbance where the amount of impervious area for the post-development condition is greater than the predevelopment condition is classified as new development. For purposes of this article, a post-construction site is classified as new development, redevelopment, routine maintenance, or some combination of these three classifications as appropriate.

Offsite means located outside the property boundary described in the permit application.

On site means located within the property boundary described in the permit application.

Ordinary high-water mark has the meaning given in Wis. Admin. Code § NR 115.03(6).

Outstanding resource waters means waters listed in Wis. Admin. Code § NR 102.10.

NRCS MSE4 distribution means a specific precipitation distribution developed by the United States Department of Agriculture, Natural Resources Conservation Service, using precipitation data from Atlas 14.

Percent fines means the percentage of a given sample of soil, which passes through a No. 200 sieve.

Performance standard means a narrative or measurable number specifying the minimum acceptable outcome for a facility or practice.

Permit means a written authorization made by the community development department or public works department to the applicant to conduct land disturbing construction activity or to discharge post-construction runoff to waters of the state.

Permit administration fee means a sum of money paid to the community development department or public works department by the permit applicant for the purpose of recouping the expenses incurred by the authority in administering the permit.

Pervious surface means an area that releases as runoff a small portion of the precipitation that falls on it. Lawns, gardens, parks, forests or other similar vegetated areas are examples of surfaces that typically are pervious.

Pollutant has the meaning given in Wis. Stats. § 283.01(13).

Pollution has the meaning given in Wis. Stats. § 281.01(10).

Post-construction site means a construction site created after the adoption of this article, following the completion of land disturbing construction activity and final site stabilization, and only those preexisting construction sites where the village has required construction of a stormwater management facilities including but not limited to a detention or retention basin as a condition of site plan approval, issuance of building permits, or other development.

Post-development means the extent and distribution of land cover types present after the completion of land disturbing construction activity and final site stabilization.

Predevelopment means the extent and distribution of land cover types present before the initiation of land disturbing construction activity, assuming that all land uses prior to development activity are managed in an environmentally sound manner.

Preventive action limit has the meaning given in Wis. Admin. Code § NR 140.05(17).

Redevelopment means that portion of a post-construction site where impervious surfaces are being reconstructed, replaced, or reconfigured. Any disturbance where the amount of impervious area for the post-development condition is equal to or less than the predevelopment condition is classified as redevelopment. For purposes of this article, a post-construction site is classified as new development, redevelopment, routine maintenance, or some combination of these three classifications as appropriate.

Responsible party means any person or entity holding fee title to property, or other person contracted or obligated by other agreement to implement and/or maintain post-construction stormwater BMPs, involving a post-construction site.

Routine maintenance means that portion of a post-construction site where predevelopment impervious surfaces are being maintained to preserve the original line and grade, hydraulic capacity, drainage pattern, configuration, or purpose of the facility. Remodeling of buildings and resurfacing of parking lots, streets, driveways, and sidewalks are examples of routine maintenance, provided the lower one-half of the impervious surface's granular base is not disturbed. The disturbance shall be classified as redevelopment if the lower one-half of the granular base associated with the predevelopment impervious surface is disturbed or if the soil located beneath the impervious surface is exposed. For purposes of this article, a post-construction site is classified as new development, redevelopment, routine maintenance, or some combination of these three classifications as appropriate.

Runoff means stormwater or precipitation including rain, snow or ice melt or similar water that moves on the land surface via sheet or channelized flow.

Separate storm sewer means a conveyance or system of conveyances including roads with drainage systems, streets, catch basins, curbs, gutters, ditches, constructed channels or storm drains, which meets all of the following criteria:

- (1) Is designed or used for collecting water or conveying runoff.
- (2) Is not part of a combined sewer system.
- (3) Discharges directly or indirectly to waters of the state.

Site means the entire area included in the legal description of the land on which the land disturbing construction activity occurred.

Stop work order means an order issued by the community development department or public works department which requires that all construction activity on the site be stopped.

Stormwater management plan means a comprehensive plan designed to reduce the discharge of pollutants from stormwater after the site has undergone final stabilization following completion of the construction activity.

Stormwater management system plan means a comprehensive plan designed to reduce the discharge of runoff and pollutants from hydrologic units on a regional or municipal scale.

Technical standard means a document that specifies design, predicted performance and operation and maintenance specifications for a material, device or method.

Top of the channel means an edge, or point on the landscape, landward from the ordinary high-water mark of a surface water of the state, where the slope of the land begins to be less than 12 percent continually for at least 50 feet. If the slope of the land is 12 percent or less continually for the initial 50 feet, landward from the ordinary high-water mark, the top of the channel is the ordinary high-water mark.

Total maximum daily load or "TMDL" means the amount of pollutants specified as a function of one or more water quality parameters, that can be discharged per day into a water quality limited segment and still ensure attainment of the applicable water quality standard.

TP-40 means Technical Paper No. 40, Rainfall Frequency Atlas of the United States, published in 1961.

TR-55 means the United States Department of Agriculture, Natural Resources Conservation Service (previously Soil Conservation Service), Urban Hydrology for Small Watersheds, Second Edition, Technical Release 55, June 1986.

Transportation facility means a public street, a public road, a public highway, a public mass transit facility, a public-use airport, a public trail, or any other public work for transportation purposes such as harbor improvements under Wis. Stats. § 85.095(1)(b).

Type II distribution means a rainfall type curve as established in the United States Department of Agriculture, Soil Conservation Service, Technical Paper 149, published 1973. The Type II curve is applicable to all of the state and represents the most intense storm pattern.

Waters of the state has the meaning given in Wis. Stats. § 281.01(18).

(Code 2006, § 15-5-23; Ord. No. 17(Ser. of 2007), § 5, 12-19-2007)

Sec. 34-922. – Applicability of Maximum Extent Practicable

Maximum extent practicable applies when a person who is subject to a performance standard of this ordinance demonstrates to the Village's satisfaction that a performance standard is not achievable and that a lower level of performance is appropriate. In making the assertion that a performance standard is not achievable and that a level of performance different from the performance standard is the maximum extent practicable, the responsible party shall take into account the best available technology, cost effectiveness, geographic features, and other competing interests such as protection of public safety and welfare, protection of endangered and threatened resources, and preservation of historic properties.

Sec. 34-923. - Fee schedule.

The fees referred to in other sections of this article shall be established by the village board and may from time to time be modified by resolution. A schedule of the fees established by the village board shall be available for review in the community development department or public works department.

(Ord. No. 17(Ser. of 2007), § 12, 12-19-2007)

Secs. 34-924—34-947. - Reserved.

DIVISION 2. - STANDARDS

Sec. 34-948. - Technical standards.

The following methods shall be used in designing and maintaining the water quality, peak discharge, infiltration, protective area, and fueling/vehicle maintenance components of stormwater practices needed to meet the water quality standards of this article:

- (1) Technical standards identified, developed or disseminated by the state department of natural resources under Wis. Admin. Code ch. NR 151, subch. V.
- (2) Technical standards and guidance identified within the stormwater reference guide.
- (3) Where technical standards have not been identified or developed by the state department of natural resources, other technical standards may be used provided that the methods have been approved by the community development department or public works department.

(Code 2006, § 15-5-25; Ord. No. 17(Ser. of 2007), § 6, 12-19-2007)

Sec. 34-949. - Performance standards.

- (a) Responsible party - The responsible party shall implement a post-construction stormwater management plan that incorporates the requirements of this section.
- (b) Plan - A written stormwater management plan in accordance with section 34-1000 shall be developed and implemented for each post-construction site.
- (c) Maintenance of effort - For redevelopment sites where the redevelopment will be replacing older development that was subject to post-construction performance standards of NR 151 in effect on or after October 1, 2004, the responsible party shall meet the total suspended solids reduction, peak flow control, infiltration, and protective areas standards applicable to the older development or meet the redevelopment standards of this ordinance, whichever is more stringent.
- (d) Requirements - The stormwater management plan shall meet the following minimum requirements to the maximum extent practicable.
 - (1) Total suspended solids - BMPs shall be designed, installed and maintained to control total suspended solids carried in runoff from the post-construction site as follows. The total suspended solids reduction shall be based on the average annual rainfall, as compared to no runoff management controls.
 - a. For post-construction sites whereupon one acre or more of land disturbing construction activity occurs during construction; ~~or post-construction sites with a cumulative addition of 20,000 square feet or greater of impervious surfaces~~, the following are required:
 1. Except as provided in Subsection (d)(1)a.2., a total suspended solids (TSS) and total phosphorus (TP) load reduction is required as follows:

Total Suspended Solids (TSS) & Total Phosphorus (TP) Reduction						
	New Development		Redevelopment		Routine Maintenance	
Watershed	TSS	TP	TSS	TP	TSS	TP
Apple Creek TMDL	80%	41%	52%	41%	52%	41%

Fox River TMDL	80%	41%	72%	41%	72%	41%
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2. A pollutant reduction is not required for routine maintenance areas that are part of a post-construction site with less than 5 acres of disturbance.
 - b. ~~For post-construction sites with less than 20,000 square feet of impervious surface disturbance, reduce the TSS and TP loading using BMP's from the Technical Reference Guide. These sites are not required to satisfy numeric performance standard but are required to be designed to maximize the removal of these pollutants.~~
 - c. ~~Sites with a cumulative addition of 20,000 square feet or greater of impervious surfaces are required to satisfy the performance standards within subsection (d)(1)a.1. of this section.~~
 - db. The amount of total suspended solids control previously required for the site shall not be reduced as a result of the proposed development or disturbance.
 - ec. Notwithstanding subsection (d)(1)a and b—d of this section, if the design cannot achieve the applicable total suspended solids reduction specified, the stormwater management plan shall include a written and site-specific explanation why that level of reduction is not attained and the total suspended solids load shall be reduced to the maximum extent practicable.
 - fd. Off-Site Drainage - When designing BMP's, runoff draining to the BMP from off-site shall be taken into account in determining the treatment efficiency of the practice. Any impact on the efficiency shall be compensated for by increasing the size of the BMP accordingly.

(2) Peak discharge - BMPs shall be designed, installed and maintained to control peak discharges from the post-construction site as follows:

- a. For post-construction sites whereupon one acre or more of land disturbing construction activity occurs during construction; ~~or post-construction sites with a cumulative addition of 20,000 square feet or greater of impervious surfaces;~~ the following are required:
 1. The peak post-development discharge rate shall not exceed the peak predevelopment discharge rate for the one-year, two-year, ten-year, and 100-year, 24-hour design storms. These peak discharge requirements apply to new development and redevelopment areas. No peak discharge control is required for routine maintenance areas, unless runoff from the routine maintenance area discharges into a proposed peak flow control facility.
 2. Peak discharges shall be calculated using TR-55 runoff curve number methodology, Atlas 14 precipitation depths, and the appropriate NRCS Wisconsin MSE4 precipitation distribution. Peak predevelopment discharge rates shall be determined using the following grassland runoff curve numbers:

Maximum Predevelopment Runoff Curve Numbers —Grassland				
Hydrologic soil group	A	B	C	D
Runoff curve number	39	61	71	78

On a case-by-case basis, the community development department or public works department may allow the use of TP-40 precipitation depths and the Type II distribution.

b. For post-construction sites with less than 20,000 square feet of impervious surface disturbance, reduce peak post-development discharge rates using BMPs from the stormwater reference guide. These sites are not required to satisfy a numeric performance standard.

c. Sites with a cumulative addition of 20,000 square feet or greater of impervious surfaces of this article are required to satisfy the performance standards within subsection (d)(2)a of this section.

bd. The amount of peak discharge control previously required for the site shall not be reduced as a result of the proposed development or disturbance.

ec. An adequate outfall shall be provided for each point of concentrated discharge from the post-construction site. An adequate outfall consists of nonerosive discharge velocities and reasonable downstream conveyance.

fd. Exemptions. The following transportation facilities are not required to meet the peak discharge requirements of this subsection; provided the transportation facility is not part of a larger common plan of development or sale:

1. A transportation facility where the change in hydrology due to development does not increase the existing surface water elevation at any point within the downstream receiving surface water by more than 0.01 of a foot for the two-year, 24-hour storm event.
2. A highway reconstruction site.
3. A transportation facility that is part of a redevelopment project.

(3) Infiltration - BMPs shall be designed, installed, and maintained to infiltrate runoff for post-construction sites whereupon one acre or more of land disturbing construction activity occurs during construction; or post-construction sites whereupon 20,000 square feet or greater of existing impervious surfaces are disturbed during construction activities in accordance with the following or to the maximum extent practicable, except as provided in subsection (d)(3)gi—jk of this section.

- a. Low imperviousness. For development up to 40 percent connected imperviousness, such as parks, cemeteries, and low density residential development, infiltrate sufficient runoff volume so that the post development infiltration volume shall be at least 90 percent of the predevelopment infiltration volume, based on an average annual rainfall. However, when designing appropriate infiltration systems to meet this requirement, no more than one percent of the post-construction site is required as an effective infiltration area.
- b. Moderate imperviousness. For development with more than 40 percent and up to 80 percent connected imperviousness, such as medium and high density residential, multi-family development, industrial and institutional development, and office parks, infiltrate sufficient runoff volume so that the post-development infiltration volume shall be at least 75 percent of the pre-development infiltration volume, based on an average annual rainfall. However, when designing appropriate infiltration systems to meet this requirement, no more than 2 percent of the post construction site is required as an effective infiltration area.
- c. High imperviousness. For development with more than 80 percent connected imperviousness, such as commercial strip malls, shopping centers, and commercial downtowns, infiltrate sufficient runoff volume so that the post-development infiltration volume shall be at least 60 percent of the pre-development infiltration volume, based on an average annual rainfall. However, when designing appropriate infiltration systems to meet this requirement, no more than 2 percent of the post-construction site is required as an effective infiltration area.
- d. Predevelopment condition shall assume good hydrologic conditions for appropriate land covers as identified in TR-55 or an equivalent methodology approved by the administering

authority. The meaning of the terms "hydrologic soil group" and "runoff curve number" are as determined in TR-55. However, when predevelopment land cover is cropland, rather than using TR-55 values for cropland, the following runoff curve numbers shall be used:

Maximum Predevelopment Runoff Curve Numbers - Cropland				
Hydrologic soil group	A	B	C	D
Runoff curve number	55	69	78	83

- ~~e. For residential and nonresidential developments with less than 20,000 square feet of new impervious surfaces, infiltrate runoff volume using BMPs from the stormwater reference guide. These sites are not required to satisfy a numeric performance standard.~~
- ~~f. Sites with a cumulative addition of 20,000 square feet or greater of impervious surfaces of this article are required to satisfy the performance standards within subsection (d)(3)a-d of this section.~~
- ~~g.~~ The amount of infiltration previously required for the site shall not be reduced as a result of the proposed development or disturbance.
- ~~h.~~ Pretreatment. Before infiltrating runoff, pretreatment shall be required for parking lot runoff and for runoff from new road construction in commercial, industrial and institutional areas that will enter an infiltration system. The pretreatment shall be designed to protect the infiltration system from clogging prior to scheduled maintenance and to protect groundwater quality in accordance with subsection (d)(3)~~km~~. Pretreatment options may include, but are not limited to, oil and grease separation, sedimentation, biofiltration, filtration, swales or filter strips.
- ~~i.~~ Exclusions. - Infiltration of runoff from the following areas are prohibited from meeting the infiltration requirements of this subsection (d)(3):
 1. Areas associated with tier 1 industrial facilities identified in Wis. Admin. Code § NR 216.21(2)(a), including storage, loading, rooftop and parking.
 2. Storage and loading areas of tier 2 industrial facilities identified in Wis. Admin. Code § NR 216.21(2)(b).
 3. Fueling and vehicle maintenance areas.
 4. Areas within 1,000 feet up gradient or within 100 feet downgradient of karst features.
 5. Areas with less than three feet separation distance from the bottom of the infiltration system to the elevation of seasonal high groundwater or the top of bedrock, except this subsection (d)(3)~~gi~~.5 does not prohibit infiltration of roof runoff.
 6. Areas with runoff from industrial, commercial and institutional parking lots and roads and residential arterial roads with less than five feet separation distance from the bottom of the infiltration system to the elevation of seasonal high groundwater or the top of bedrock.
 7. Areas within 400 feet of a community water system well as specified in Wis. Admin. Code § NR 811.16(4), or within 100 feet of a private well as specified in Wis. Admin. Code § NR 812.08(4), for runoff infiltrated from commercial, industrial and institutional land uses or regional devices for residential development.

8. Areas where contaminants of concern, as defined in Wis. Admin. Code § NR 720.03(2) are present in the soil through which infiltration will occur.
9. Any area where the soil does not exhibit one of the following soil characteristics between the bottom of the infiltration system and the seasonal high groundwater and top of bedrock: at least a three-foot soil layer with 20 percent fines or greater; or at least a five-foot soil layer with ten percent fines or greater. This does not apply where the soil medium within the infiltration system provides an equivalent level of protection. This subsection (d)(3)gi.9 does not prohibit infiltration of roof runoff.

jh. Exemptions - Infiltration of runoff from the following areas are not required to meet the infiltration requirements of this subsection (d)(3):

1. Areas where the infiltration rate of the soil is less than 0.6 inches per hour measured at the site.
2. Where the least permeable soil horizon to 5 feet below the proposed bottom of the infiltration system using the U.S. department of agriculture method of soils analysis is one of the following: sandy clay loam, clay loam, silty clay loam, sandy clay, silty clay, or clay.
3. Parking areas and access roads less than 5,000 square feet for commercial and industrial development.
4. Redevelopment and routine maintenance areas.
5. Infill areas less than five acres.
6. Infiltration areas during periods when the soil on the site is frozen.
7. Roads in commercial, industrial and institutional land uses, and arterial residential roads.
8. Highways provided the transportation facility is not part of a larger common plan of development or sale.

ki. Separation Distances

1. Infiltration practices shall be located so that the characteristics of the soil and the separation distance between the bottom of the infiltration system and the elevation of seasonal high groundwater or the top of bedrock are in accordance with Table 3:

Table 3. Separation Distances and Soil Characteristics		
Source Area	Separation Distance	Soil Characteristics
Industrial, Commercial, Institutional Parking Lots and Roads	5 feet or more	Filtering Layer
Residential Arterial Roads	5 feet or more	Filtering Layer
Roofs Draining to Subsurface Infiltration Practices	1 foot or more	Native or Engineered Soil with Particles Finer than Coarse Sand
Roofs Draining to Surface Infiltration Practices	Not Applicable	Not Applicable
All Other Impervious Source Areas	3 feet or more	Filtering Layer

2. Notwithstanding par. B., applicable requirements for injection wells classified under ch. NR 815 shall be followed.

ij. Where alternate uses of runoff are employed, such as for toilet flushing, laundry or irrigation, such alternate use shall be given equal credit toward the infiltration volume required by this subsection (d)(3).

mk. Infiltration systems designed in accordance with this subsection (d)(3) shall, to the extent technically and economically feasible, minimize the level of pollutants infiltrating to groundwater and shall maintain compliance with the preventive action limit at a point of standards application in accordance with Wis. Admin. Code ch. NR 140.

1. If site specific information indicates that compliance with a preventive action limit is not achievable, the infiltration BMP may not be installed or shall be modified to prevent infiltration to the maximum extent practicable.
2. Notwithstanding subsection (d)(3)~~km.~~1 of this section, the discharge from BMPs shall remain below the enforcement standard at the point of standards application.

(4) Protective areas.

a. The term "protective area" means an area of land that commences at the top of the channel of lakes, streams and rivers, or at the delineated boundary of wetlands, and that is the greatest of the following widths, as measured horizontally from the top of the channel or delineated wetland boundary to the closest impervious surface.

1. For outstanding resource waters and exceptional resource waters, and for wetlands in areas of special natural resource interest as specified in Wis. Admin. Code § NR 103.04, a width of 75 feet.
2. For perennial and intermittent streams identified on a United States geological survey 7.5-minute series topographic map, or a county soil survey map, whichever is more current, a width of 50 feet.
3. For lakes, a width of 50 feet.
4. For wetlands not subject to par. 5. or 6., 50 feet.
5. For highly susceptible wetlands, a width of 50 75 feet. Highly susceptible wetlands include the following types:
 - (i) Calcareous fens;
 - (ii) Sedge meadows;
 - (iii) Open and coniferous bogs;
 - (iv) Low prairies;
 - (v) Coniferous swamps;
 - (vi) Lowland hardwood swamps;
 - (vii) Ephemeral ponds.
6. For less susceptible wetlands, ten percent of the average wetland width, but no less than ten feet nor more than 30 feet. Less susceptible wetlands include degraded wetlands dominated by invasive species such as reed canary grass; cultivated hydric soils; and any gravel pits, or dredged material or fill material disposal sites that take on the attributes of a wetland.
7. In subsections (c)(4)a.1, 4, 5 and 6 of this section, determinations of the extent of the protective area adjacent to wetlands shall be made on the basis of the sensitivity and runoff susceptibility of the wetland in accordance with the standards and criteria in Wis. Admin. Code § NR 103.03.

8. For concentrated flow channels with drainage areas greater than 130 acres, a width of ten feet.
9. Notwithstanding pars. a. to i., the greatest protective area width shall apply where rivers, streams, lakes and wetlands are contiguous.

However, in this subsection, the term "protective area" does not include any area of land adjacent to any stream enclosed within a pipe or culvert, such that runoff cannot enter the enclosure at this location.

- b. Wetlands shall be delineated. Wetland boundary delineations shall be made in accordance with Wis. Admin. Code § NR 103.08(1m). This subsection (d)(4) does not apply to wetlands that have been completely filled in accordance with all applicable state and federal regulations. The protective area for wetlands that have been partially filled in accordance with all applicable state and federal regulations shall be measured from the wetland boundary delineation after fill has been placed.
- c. This subsection (d)(4) applies to post-construction sites located within a protective area, except those areas exempted pursuant to subsection (d)(4)f of this section.
- d. The following requirements shall be met:
 1. Impervious surfaces shall be kept out of the protective area to the maximum extent practicable. If there is no practical alternative to locating an impervious surface in the protective area, the stormwater management plan shall contain a written site-specific explanation for any parts of the protective area that are disturbed during construction.
 2. Where land disturbing construction activity occurs within a protective area, and where no impervious surface is present, adequate sod or self-sustaining vegetative cover of 70 percent or greater shall be established and maintained. The adequate sod or self-sustaining vegetative cover shall be sufficient to provide for bank stability, maintenance of fish habitat and filtering of pollutants from upslope overland flow areas under sheet flow conditions. Nonvegetative materials, such as rock riprap, may be employed on the bank as necessary to prevent erosion, such as on steep slopes or where high velocity flows occur.
 3. Best management practices such as filter strips, swales, or wet detention basins, that are designed to control pollutants from nonpoint sources may be located in the protective area.
- e. A protective area established or created by this article shall not be eliminated or reduced, except as allowed in subsections (d)(4)f.2, 3, or 4 or 5 of this section.
- f. Exemptions - The following areas are not required to meet the protective area requirements of this subsection (d)(4):
 1. Redevelopment and routine maintenance areas; provided the minimum requirements in subsection (d)(4)e of this section are satisfied.
 2. In-fill development areas less than 5 acres.
 3. Structures that cross or access surface waters such as boat landings, bridges and culverts.
 4. Structures constructed in accordance with Wis. Stats. § 59.692(1v).

- (5) Fueling and vehicle maintenance areas. Fueling and vehicle maintenance areas shall, to the maximum extent practicable, have BMPs designed, installed and maintained to reduce petroleum within runoff, such that the runoff that enters waters of the state contains no visible petroleum sheen.
- (6) Swale treatment for transportation facilities. This subsection is not applicable to transportation facilities that are part of a larger common plan of development or sale.

- a. **Applicability.** Except as provided in subsection (d)(6)b of this section, transportation facilities that use swales for runoff conveyance and pollutant removal meet all of the requirements of this section, if the swales are designed to the maximum extent practicable to do all of the following:
 - 1. Be vegetated. However, where appropriate, nonvegetative measures may be employed to prevent erosion or provide for runoff treatment, such as rock riprap stabilization or check dams.
 - 2. Swales shall comply with sections V.F. (Velocity and Depth) and V.G. (Safe Geometry Criteria) with a swale treatment length as long as that specified in section V.C. (Pre-Treatment) of the Wisconsin Department of Natural Resources technical standard 1005 "Vegetated Infiltration Swales", dated May 2007, or a superseding document. Transportation facility swale treatment does not have to comply with other sections of technical standard 1005.
- b. **Exemptions** - The community development department or public works department may, consistent with water quality standards, require other provisions of this section be met on a transportation facility with an average daily travel of vehicles greater than 2,500 and where the initial surface water of the state that the runoff directly enters is any of the following:
 - 1. An outstanding resource water.
 - 2. An exceptional resource water.
 - 3. Waters listed in section 303(d) of the Federal Clean Water Act that are identified as impaired in whole or in part, due to nonpoint source impacts.
 - 4. Waters where targeted performance standards are developed under Wis. Admin. Code § NR 151.004, to meet water quality standards.

(7) **Exemptions** - The following areas are not required to meet the performance standards within subsection (d) of this section:

- a. Agricultural production areas with less than 100,000 square feet of impervious surface disturbance.
- b. Underground utility construction such as water, sewer, gas, electric, telephone, cable television, and fiber optic lines. This exemption does not apply to the construction of any above ground structures associated with utility construction.
- c. The following transportation facilities are exempt; provided the transportation facility is not part of a larger common plan of development or sale:
 - 1. Reconditioning or resurfacing of a highway.
 - 2. Minor reconstruction of a highway. Notwithstanding this exemption, the protective area requirements within Wis. Admin. Code § NR 151.24(6) apply to minor reconstruction of a highway.
 - 3. A redevelopment transportation facility with no increase in exposed parking lots or roads.
 - 4. A transportation facility with less than ten percent connected imperviousness based on complete development of the transportation facility, provided the cumulative area of all parking lots and rooftops is less than one acre.
 - 5. Routine maintenance for transportation facilities if performed to maintain the original line and grade, hydraulic capacity or original purpose of the facility.

(e) General considerations for on-site and off-site stormwater management measures. The following considerations shall be observed in managing runoff:

- (1) Natural topography and land cover features such as natural swales, natural depressions, native soil infiltrating capacity, and natural groundwater recharge areas shall be preserved and used, to the extent possible, to meet the requirements of this section.
- (2) Emergency overland flow for all stormwater facilities shall be provided to prevent exceeding the safe capacity of downstream drainage facilities and prevent endangerment of downstream property or public safety.

(f) Location and regional treatment option.

- (1) The BMPs may be located on-site or off-site as part of a regional stormwater device, practice or system.
- (2) Post-construction runoff within a nonnavigable surface water that flows into a BMP, such as a wet detention pond, is not required to meet the performance standards of this article. Post-construction BMPs may be located in nonnavigable surface waters.
- (3) Except as allowed under subsection (f)(4) of this section, post-construction runoff from new development shall meet the post-construction performance standards prior to entering a navigable surface water.
- (4) Post-construction runoff from any development within a navigable surface water that flows into a BMP is not required to meet the performance standards of this article if:
 - a. The BMP was constructed prior to the effective date of this article and the BMP either received a permit issued under Wis. Stats. ch. 30, or the BMP did not require a Wis. Stats. ch. 30, permit; and
 - b. The BMP is designed to provide runoff treatment from future upland development.
- (5) Runoff from existing development, redevelopment and infill areas shall meet the post-construction performance standards in accordance with this subsection.
 - a. To the maximum extent practicable, BMPs shall be located to treat runoff prior to discharge to navigable surface waters.
 - b. Post-construction BMPs for such runoff may be located in a navigable surface water if allowable under all other applicable federal, state and local regulations such as Wis. Admin. Code ch. NR 103 and Wis. Stats. ch. 30.
- (6) The discharge of runoff from a BMP, such as a wet detention pond, or after a series of such BMPs is subject to this article.
- (7) BMP Location - The community development department or public works department may approve off-site management measures as part of a regional storm water device, practice or system, provided that all of the following conditions are met:
 - a. BMPs are installed in accordance with s. NR 151.003, Wis. Adm. Code.
 - b. The community development department or public works department determines that the post-construction runoff is covered by a stormwater management system plan that is approved by the village and that contains management requirements consistent with the purpose and intent of this article.
 - c. The off-site facility meets all of the following conditions:
 1. The facility is in place.
 2. The facility is designed and adequately sized to provide a level of stormwater control equal to or greater than that which would be afforded by on-site practices meeting the performance standards of this article.
 3. The facility has a legally obligated entity responsible for its long-term operation and maintenance.

(8) Where a regional treatment option exists such that the community development department or public works department exempts the applicant from all or part of the minimum on-site stormwater management requirements, the applicant shall be required to pay a fee in an amount determined in negotiation with the community development department or public works department. In determining the fee for post-construction runoff, the community development department or public works department shall consider an equitable distribution of the cost for land, engineering design, construction, and maintenance of the regional treatment option.

(9) **Water Quality Trading.** To comply with S.34-49 (d) performance standards, the Village may authorize credit for water quality trading provided all of the following conditions are satisfied:

- a. The treatment practices associated with a water quality trade shall be in place, effective and operational before credit can be authorized.
- b. The water quality trade shall comply with applicable trading ratios established by the Wisconsin Department of Natural Resources or the Village of Little Chute.
- c. The water quality trade shall comply with applicable regulations, standards, and guidance developed by the Wisconsin Department of Natural Resources or the Village of Little Chute.
- d. The responsible party shall furnish a copy of the executed water quality trading agreements or other related information deemed necessary by the Village of Little Chute in order to authorize credit.

(g) Alternate requirements - The community development department or public works department may establish stormwater management requirements more stringent than those set forth in this section if the community development department or public works department determines that an added level of protection is needed to protect sensitive resources. Also, the community development department or public works department may establish stormwater management requirements less stringent than those set forth in this section if the community development department or public works department determines that less protection is needed to protect sensitive resources and provide reasonable flood protection. However, the alternative requirements shall not be less stringent than those requirements promulgated in rules by state department of natural resources under Wis. Admin. Code ch. NR 151.

(Code 2006, § 15-5-25; Ord. No. 17(Ser. of 2007), § 7, 12-19-2007)

Secs. 34-950—34-971. - Reserved.

DIVISION 3. - PERMITTING REQUIREMENTS, PROCEDURES AND FEES

Sec. 34-972. - Permit required.

- (a) No responsible party may undertake a land disturbing construction activity without receiving a post-construction runoff permit from the community development department or public works department prior to commencing the proposed activity.
- (b) All responsible parties who have undertaken a land disturbing construction activity at a post-construction site without previously receiving a post-construction runoff permit who have constructed detention and/or retention basins under direction of the village as a condition for development shall obtain a post-construction runoff permit for future management and maintenance, meeting all other requirements hereunder, from the community development department or public works departments, within one year from the effective date of this article.

(Code 2006, § 15-5-26; Ord. No. 17(Ser. of 2007), § 8(1), 12-19-2007)

Sec. 34-973. - Permit application and fees.

Unless specifically excluded by this article, any responsible party desiring, or otherwise required to obtain, a permit shall submit to the community development department or public works department a permit application made on a form provided by the community development department or public works department for that purpose.

- (1) Unless otherwise excepted by this article, a permit application must be accompanied by a stormwater management plan, a maintenance agreement, a proposed financial guarantee, and a nonrefundable permit administration fee.
- (2) The stormwater management plan shall be prepared to meet the requirements of sections 34-949 and 34-1000, the maintenance agreement shall be prepared to meet the requirements of section 34-1001, the financial guarantee shall meet the requirements of division 5 of this article, and fees shall be those established by the village board as set forth in section 34-922.

(Ord. No. 17(Ser. of 2007), § 8(2), 12-19-2007)

Sec. 34-974. - Review and approval of permit application.

The community development department or public works department shall review any permit application that is submitted with a stormwater management plan, maintenance agreement, and the required fee. The following approval procedure shall be used:

- (1) Within 20 business days of the receipt of a complete permit application, including all items as required by section 34-973, the community development department or public works department shall inform the applicant whether the application, plan and maintenance agreement are approved or disapproved based on the requirements of this article.
- (2) If the stormwater permit application, plan and maintenance agreement are approved, or if an agreed upon payment of fees in lieu of stormwater management practices is made, the community development department or public works department shall issue the permit.
- (3) If the stormwater permit application, plan or maintenance agreement is disapproved, the community development department or public works department shall detail, in writing, the reasons for disapproval.
- (4) The community development department or public works department may request additional information from the applicant. If additional information is submitted, the community development department or public works department shall have 20 business days from the date the additional information is received to inform the applicant that the plan and maintenance agreement are either approved or disapproved.
- (5) Failure by the community development department or public works department to inform the permit applicant of a decision within 20 business days of a required submittal shall be deemed to mean approval of the submittal and the applicant may proceed as if a permit had been issued.

(Code 2006, § 15-5-26; Ord. No. 17(Ser. of 2007), § 8(3), 12-19-2007)

Sec. 34-975. - Permit requirements.

All permits issued under this article shall be subject to the following conditions, and holders of permits issued under this article shall be deemed to have accepted these conditions. The community

development department or public works department may suspend or revoke a permit for violation of a permit condition, following written notification of the responsible party. An action by the community development department or public works department to suspend or revoke this permit may be appealed in accordance with section 34-1066.

- (1) Compliance with this permit does not relieve the responsible party of the responsibility to comply with other applicable federal, state, and local laws and regulations.
- (2) The responsible party shall design and install all structural and nonstructural stormwater management measures in accordance with the approved stormwater management plan and this permit.
- (3) The responsible party shall notify the community development department or public works department at least ten business days before commencing any work in conjunction with the stormwater management plan, and within ten business days upon completion of the stormwater management practices. If required as a special condition under section 34-976, the responsible party shall make additional notification according to a schedule set forth by the community development department or public works department so that practice installations can be inspected during construction.
- (4) Practice installations required as part of this article shall be certified as built by a licensed professional engineer. Completed stormwater management practices must pass a final inspection by the community development department or public works department or its designee to determine if they are in accordance with the approved stormwater management plan and ordinance. The community development department or public works department or its designee shall notify the responsible party, in writing, of any changes required in such practices to bring them into compliance with the conditions of this permit.
- (5) The responsible party shall notify the community development department or public works department of any significant modifications it intends to make to an approved stormwater management plan. The community development department or public works department may require that the proposed modifications be submitted to it for approval prior to incorporation into the stormwater management plan and execution by the responsible party.
- (6) The responsible party shall maintain all stormwater management practices in accordance with the stormwater management plan until the practices either become the responsibility of the village board, or are transferred to subsequent private owners as specified in the approved maintenance agreement.
- (7) The responsible party authorizes the community development department or public works department to perform any work or operations necessary to bring stormwater management measures into conformance with the approved stormwater management plan, and consents to a special assessment or charge against the property as authorized under Wis. Stats. ch. 66, subch. VII, or to charging such costs against the financial guarantee posted under division 5 of this article.
- (8) If so directed by the community development department or public works department, the responsible party shall repair at the responsible party's own expense all damage to adjoining municipal facilities and drainageways caused by runoff, where such damage is caused by activities that are not in compliance with the approved stormwater management plan.
- (9) The responsible party shall permit property access to the community development department or public works department or its designee for the purpose of inspecting the property for compliance with the approved stormwater management plan and this permit.
- (10) Where site development or redevelopment involves changes in direction, increases in peak rate and/or total volume of runoff from a site, the community development department or public works department may require the responsible party to make appropriate legal arrangements with affected property owners concerning the prevention of endangerment to property or public safety.

- (11) The responsible party is subject to the enforcement actions and penalties detailed in section 34-1065, if the responsible party fails to comply with the terms of this permit.
- (12) The permit applicant shall post the certificate of permit coverage in a conspicuous location at the construction site.

(Ord. No. 17(Ser. of 2007), § 8(4), 12-19-2007)

Sec. 34-976. - Permit conditions.

Permits issued under this subsection may include conditions established by the community development department or public works department in addition to the requirements needed to meet the performance standards in section 34-949 or a financial guarantee as provided for in division 5 of this article.

(Ord. No. 17(Ser. of 2007), § 8(5), 12-19-2007)

Sec. 34-977. - Permit duration.

Permits issued under this section shall be valid from the date of issuance through the date the community development department or public works department notifies the responsible party that all stormwater management practices have passed the final inspection required under section 34-975(4).

(Ord. No. 17(Ser. of 2007), § 8(6), 12-19-2007)

Sec. 34-978. - Alternate requirements.

~~The community development department or public works department may prescribe alternative requirements for applicants seeking an exemption to on-site stormwater management performance standards under section 34-949(e) or for applicants seeking a permit for a post-construction site with less than 20,000 square feet of impervious surface disturbance.~~

(Ord. No. 17(Ser. of 2007), § 8(7), 12-19-2007)

Secs. 34-979—34-999. - Reserved.

DIVISION 4. - STORMWATER MANAGEMENT PLAN AND MAINTENANCE AGREEMENT

Sec. 34-1000. - Required.

- (a) Plan requirements. The stormwater management plan required under section 34-973 shall comply with the stormwater reference guide and contain at a minimum the following information:
 - (1) Name, address, and telephone number for the following or their designees: landowner; developer; project engineer for practice design and certification; person(s) responsible for installation of storm water management practices; and person(s) responsible for maintenance of storm water management practices prior to the transfer, if any, of maintenance responsibility to another party.
 - (2) A legal description of the property proposed to be developed, referenced to the U.S. Public Land Survey system or to block and lot numbers within a recorded land subdivision plat..

(3) Predevelopment site conditions, including:

- a. One or more site maps at a scale of not less than 1 inch equals [number] feet. The site maps shall show the following: site location and legal property description; predominant soil types and hydrologic soil groups; existing cover type and condition; topographic contours of the site at a scale not to exceed 40 feet; topography and drainage network including enough of the contiguous properties to show runoff patterns onto, through, and from the site; watercourses that may affect or be affected by runoff from the site; flow path and direction for all storm water conveyance sections; watershed boundaries used in hydrology determinations to show compliance with performance standards; lakes, streams, wetlands, channels, ditches, and other watercourses on and immediately adjacent to the site; limits of the 100 year floodplain; location of wells and wellhead protection areas covering the project area and delineated pursuant to s. NR 811.16, Wis. Adm. Code.
- b. Hydrology and pollutant loading computations as needed to show compliance with performance standards. All major assumptions used in developing input parameters shall be clearly stated. The geographic areas used in making the calculations shall be clearly cross-referenced to the required map(s).

(4) Post-development site conditions, including:

- a. Explanation of the provisions to preserve and use natural topography and land cover features to minimize changes in peak flow runoff rates and volumes to surface waters and wetlands.
- b. Explanation of any restrictions on storm water management measures in the development area imposed by wellhead protection plans and ordinances.
- c. One or more site maps at a scale of not less than 1 inch equals 40 feet showing the following: post-construction pervious areas including vegetative cover type and condition; impervious surfaces including all buildings, structures, and pavement; post-construction topographic contours of the site at a scale not to exceed 40 feet; post-construction drainage network including enough of the contiguous properties to show runoff patterns onto, through, and from the site; locations and dimensions of drainage easements; locations of maintenance easements specified in the maintenance agreement; flow path and direction for all storm water conveyance sections; location and type of all storm water management conveyance and treatment practices, including the on-site and offsite tributary drainage area; location and type of conveyance system that will carry runoff from the drainage and treatment practices to the nearest adequate outlet such as a curbed street, storm drain, or natural drainage way; watershed boundaries used in hydrology and pollutant loading calculations and any changes to lakes, streams, wetlands, channels, ditches, and other watercourses on and immediately adjacent to the site.
- d. Hydrology and pollutant loading computations as needed to show compliance with performance standards. The computations shall be made for each discharge point in the development, and the geographic areas used in making the calculations shall be clearly cross-referenced to the required map(s).
- e. Results of investigations of soils and groundwater required for the placement and design of storm water management measures. Detailed drawings including cross-sections and profiles of all permanent storm water conveyance and treatment practices.

(5) A description and installation schedule for the storm water management practices needed to meet the performance standards in section 34-949.

(6) A maintenance plan developed for the life of each storm water management practice including the required maintenance activities and maintenance activity schedule.

(g) Cost estimates for the construction, operation, and maintenance of each storm water management practice.

- (h) Other information requested in writing by the community development department or public works department to determine compliance of the proposed storm water management measures with the provisions of this ordinance.
- (i) All site investigations, plans, designs, computations, and drawings shall be certified by a licensed professional engineer to be prepared in accordance with accepted engineering practice and requirements of this ordinance.

~~(b) Alternate requirements. The community development department or public works department may prescribe alternative submittal requirements for applicants seeking an exemption to on-site stormwater management performance standards under section 34-949(e) or for applicants seeking a permit for a post-construction site with less than 20,000 square feet of impervious surface disturbance.~~

(Ord. No. 17(Ser. of 2007), § 9, 12-19-2007)

Sec. 34-1001. - Maintenance agreement.

- (a) Required. The maintenance agreement required under section 34-973 for stormwater management practices shall be an agreement between the community development department or public works department and the responsible party to provide for maintenance of stormwater practices beyond the duration period of this permit. The maintenance agreement shall be filed with the county register of deeds as a property deed restriction so that it is binding upon all subsequent owners of the land served by the stormwater management practices.
- (b) Agreement provisions. The maintenance agreement shall contain the following information and provisions and be consistent with the maintenance plan required by section 34-949:
 - (1) Identification of the stormwater facilities and designation of the drainage area served by the facilities.
 - (2) A schedule for regular maintenance of each aspect of the stormwater management system consistent with the stormwater management plan required under section 34-973.
 - (3) Identification of the responsible party, organization or city, county, town or village responsible for longterm maintenance of the stormwater management practices identified in the stormwater management plan required under section 34-973.
 - (4) Requirement that the responsible party, organization, or city, county, town or village shall maintain stormwater management practices in accordance with the schedule included in subsection (b)(2) of this section.
 - (5) Authorization for the community development department or public works department to access the property to conduct inspections of stormwater management practices as necessary to ascertain that the practices are being maintained and operated in accordance with the agreement.
 - (6) A requirement on the community development department or public works department to maintain public records of the results of the site inspections, to inform the responsible party responsible for maintenance of the inspection results, and to specifically indicate any corrective actions required to bring the stormwater management practice into proper working condition.
 - (7) Agreement that the party designated under subsection (b)(3) of this section, as responsible for longterm maintenance of the stormwater management practices, shall be notified by the community development department or public works department of maintenance problems which require correction. The specified corrective actions shall be undertaken within a reasonable time frame as set by the community development department or public works department.

(8) Authorization of the community development department or public works department to perform the corrected actions identified in the inspection report if the responsible party designated under subsection (b)(3) of this section does not make the required corrections in the specified time period. The community development department or public works department shall enter the amount due on the tax rolls and collect the money as a special charge against the property pursuant to Wis. Stats. ch. 66, subch. VII.

~~(e) Alternate requirements. The community development department or public works department may prescribe alternative requirements for applicants seeking an exemption to on-site stormwater management performance standards under section 34-049(e) or for applicants seeking a permit for a post-construction site with less than 20,000 square feet of impervious surface disturbance.~~

(Ord. No. 17(Ser. of 2007), § 10, 12-19-2007)

Secs. 34-1002—34-1030. - Reserved.

DIVISION 5. - FINANCIAL GUARANTEE

Sec. 34-1031. - Establishment of the guarantee.

The community development department or public works department may require the submittal of a financial guarantee, the form and type of which shall be acceptable to the community development department or public works department. The financial guarantee shall be in an amount determined by the community development department or public works department to be the estimated cost of construction and the estimated cost of maintenance of the stormwater management practices during the period which the designated party in the maintenance agreement has maintenance responsibility. The financial guarantee shall give the community development department or public works department the authorization to use the funds to complete the stormwater management practices if the responsible party defaults or does not properly implement the approved stormwater management plan, upon written notice to the responsible party by the community development department or public works department that the requirements of this article have not been met.

(Ord. No. 17(Ser. of 2007), § 11(1), 12-19-2007)

Sec. 34-1032. - Conditions for release.

Conditions for the release of the financial guarantee are as follows:

- (1) The community development department or public works department shall release the portion of the financial guarantee established under this section, less any costs incurred by the community development department or public works department to complete installation of practices, upon submission of as-built plans by a licensed professional engineer. The community development department or public works department may make provisions for a partial pro rata release of the financial guarantee based on the completion of various development stages.
- (2) The community development department or public works department shall release the portion of the financial guarantee established under this section to ensure maintenance of stormwater practices, less any costs incurred by the community development department or public works department, at such time that the responsibility for practice maintenance is passed on to another entity via an approved maintenance agreement.

(Ord. No. 17(Ser. of 2007), § 11(2), 12-19-2007)

Sec. 34-1033. - Alternate requirements.

~~The community development department or public works department may prescribe alternative requirements for applicants seeking an exemption to on-site stormwater management performance standards under section 34-949(e) or for applicants seeking a permit for a post-construction site with less than 20,000 square feet of impervious surface disturbance.~~

(Ord. No. 17(Ser. of 2007), § 11(3), 12-19-2007)

Secs. 34-1034—34-1064. - Reserved.

DIVISION 6. - ENFORCEMENT AND APPEALS

Sec. 34-1065. - Procedure.

- (a) Any land disturbing construction activity or post-construction runoff initiated after the effective date of the ordinance from which this article is derived by any person, firm, association, or corporation subject to the article provisions shall be deemed a violation unless conducted in accordance with the requirements of this article.
- (b) The community development department or public works department shall notify the responsible party by certified mail of any noncomplying land disturbing construction activity or post-construction runoff. The notice shall describe the nature of the violation, remedial actions needed, a schedule for remedial action, and additional enforcement action which may be taken.
- (c) Upon receipt of written notification from the community development department or public works department under subsection (b) of this section, the responsible party shall correct work that does not comply with the stormwater management plan or other provisions of this permit. The responsible party shall make corrections as necessary to meet the specifications and schedule set forth by the community development department or public works department in the notice.
- (d) If the violations to a permit issued pursuant to this article are likely to result in damage to properties, public facilities, or waters of the state, the community development department or public works department may enter the land and take emergency actions necessary to prevent such damage. The costs incurred by the community development department or public works department plus interest and legal costs shall be billed to the responsible party.
- (e) The community development department or public works department is authorized to post a stop work order on all land disturbing construction activity that is in violation of this article, or to request the village attorney to obtain a cease and desist order in any court with jurisdiction.
- (f) The community development department or public works department may revoke a permit issued under this article for noncompliance with ordinance provisions.
- (g) Any permit revocation, stop work order, or cease and desist order shall remain in effect unless retracted by the community development department or public works department or by a court with jurisdiction.
- (h) The community development department or public works department is authorized to refer any violation of this article, or of a stop work order or cease and desist order issued pursuant to this article, to the village attorney for the commencement of further legal proceedings in any court with jurisdiction.
- (i) Any person, firm, association, or corporation who does not comply with the provisions of this article shall be subject to a forfeiture of not less than \$25.00 or more than \$500.00 per offense, together with the costs of prosecution. Each day that the violation exists shall constitute a separate offense.

- (j) Compliance with the provisions of this article may also be enforced by injunction in any court with jurisdiction. It shall not be necessary to prosecute for forfeiture or a cease and desist order before resorting to injunctive proceedings.
- (k) When the community development department or public works department determines that the holder of a permit issued pursuant to this article has failed to follow practices set forth in the stormwater management plan, or has failed to comply with schedules set forth in said stormwater management plan, the community development department or public works department or a party designated by the community development department or public works department may enter upon the land and perform the work or other operations necessary to bring the condition of said lands into conformance with requirements of the approved plan. The community development department or public works department shall keep a detailed accounting of the costs and expenses of performing this work. These costs and expenses shall be deducted from any financial security posted pursuant to division 5 of this article. Where such a security has not been established, or where such a security is insufficient to cover these costs, the costs and expenses shall be entered on the tax roll as a special charge against the property and collected with any other taxes levied thereon.

(Ord. No. 17(Ser. of 2007), § 13, 12-19-2007)

Sec. 34-1066. - Board of appeals.

- (a) Authorization. The board of appeals, created pursuant to section 2-149 and Wis. Stats. § 61.354(4)(b), shall hear and decide appeals where it is alleged that there is an error in any order, decision or determination made by the community development department or public works department in administering this article. The board shall also use the rules, procedures, duties, and powers authorized by statute in hearing and deciding appeals. Upon appeal, the board may authorize variances from the provisions of this article that are not contrary to the public interest, and where owing to special conditions a literal enforcement of the article will result in unnecessary hardship.
- (b) Who may appeal. Appeals to the board of appeals may be taken by any aggrieved person or by an officer, department, board, or bureau of the village affected by any decision of the community development department or public works department.

(Ord. No. 17(Ser. of 2007), § 14, 12-19-2007)

Sec. 34-1067. - Severability.

If any section, clause, provision or portion of this ordinance is judged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the ordinance shall remain in force and not be affected by such judgement.

Date Introduced: September 6, 2017

Approved and Adopted: September 6, 2017

VILLAGE OF LITTLE CHUTE

By:

Michael R. Vanden Berg, Village President

Attest:

Laurie Decker, Village Clerk

Village of Little Chute
Department of Public Works

REQUEST FOR BOARD'S CONSIDERATION

ITEM DESCRIPTION:	Equipment for Municipal Building
REPORT PREPARED BY:	Jeff Elrick
REPORT DATE:	September 6, 2017
ADMINISTRATOR'S REVIEW / COMMENTS: No additional comments to this report: <u>JPE</u> See additional comments attached:	
EXPLANATION: Past board meetings we discussed equipment for the new municipal building. I would like to finalize the equipment needed for this building and proceed with purchasing.	
<ol style="list-style-type: none">1. Two way radio NCI \$17,487 (Handhelds & antenna on tower w/repeater)2. Crane All-Lift Systems \$31,4653. Under body washer Hydroclean \$1,5984. Storage racks FSS – \$ 17,196.745. Floor scrubber Tennant \$22,5006. Landscaping (trees, shrubs) 2018 Budget7. Salt Bin future8. Concrete storage bins 2018 budget Total \$ 90,246.74	
RECOMMENDATION: Approve purchasing equipment	

Village of Little Chute
INFORMATION FOR VILLAGE BOARD CONSIDERATION

ITEM DESCRIPTION: Paperless Meetings: Tablet Acquisition

PREPARED BY: Village Administrator James Fenlon

REPORT DATE: August 28, 2017

EXPLANATION: Upon meeting with our IT consultant to discuss the acquisition of tablets for paperless meetings, we discussed different platforms ranging from the greatest capabilities, user functionality and typical service life (target for our purposes should be 5 years). While the requirements of a tablet for board use is basic (internet access and ability to manipulate and use PDF documents), the capability of various platforms does vary.

In terms of type of device, upon further consideration and comments from some of you, it would be recommended that the Board is all on the same device, which will assist in training and use. In addition, for the future sake, this will assist in consistency moving forward.

The options as it relates to platforms are as follows:

- Microsoft Surface Pro 4 i5 128 GB 4 GB RAM Windows 10 Pro - \$1,283.95/unit - \$8,988/total
- Apple 12.9 inch iPad Pro Wi-Fi tablet with 32GB - \$1,077/unit - \$7,539/total
- Samsung Galaxy Tab S2 – 32GB 9.7" - \$677.48/unit - \$4,742.36/total

While there is great disparity in the unit and total cost, there are a number of factors that must be weighed when looking at these devices. I think primary among the factors to consider are as follows: usability, dependability, service life and capability. When those four measures are weighed in, I would recommend moving forward with the Microsoft product. While more expensive, using the four factors previously mentioned, that recommendation seems to be the appropriate direction to head. In addition, as a Surface user, I can also assist in operations, training and troubleshooting.

Finally, purchasing and setting up the devices will take approximately 4 weeks. Upon taking delivery, we will hold a training session for all Board members prior to a future meeting so that everyone is on a similar level of education from the start.

Lastly, in terms of return on investment, material costs of duplicating and distributing packets is about \$1350 annually and when coupled with expected time savings (128 hours annually), we will see a return in year two to three of our initial investment.

RECOMMENDATION: Direct the Administrator to order 7 Microsoft Surface Pro 4 for Board Members to transition to paperless meetings and schedule future training sessions for the Board of Trustees.

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

ITEM DESCRIPTION: Downtown Master Plan

PREPARED BY: Village Administrator James Fenlon

REPORT DATE: August 28, 2017

EXPLANATION: On August 16, 2017, I provided a very high level overview and DRAFT copy of the Downtown Master Plan, which has since been updated to include a draft of key actions (both of which is attached to this memo).

The premise, mission and goal of the plan remain unchanged with the exception of one logistical item, that being that the document was a 10 year strategy. Upon further review, the village should drive for completing many of these efforts in a 5 year window. Other than that, what is attached and below is similar to what has already been presented, except for a bit more detail and a more refined finish. Two areas of the document that are still being finalized are the acknowledgments and final comments, both of which will depend on the type and amount of feedback received in this meeting.

The mission of the Downtown Plan is to cultivate a business environment that drives community engagement, encourages redevelopment and new investment in an Old World European feel while providing amenities for residents and visitors alike. We will accomplish that mission by driving towards these four main tenets:

1. Retain, Expand and Recruit Businesses to the Downtown
2. Enhance the Old World European Façade and General Atmosphere
3. Create a welcoming environment to attract visitors, consumers and new residents
4. Connect the Downtown to the Fox River

Tonight's agenda item is for discussion only, as we will not be taking action on this effort until September 20th. We welcome comments, suggestions and critiques between now and then.

RECOMMENDATION: Review the DRAFT Downtown Master Plan and associated action strategy.



Little Chute

ESTABLISHED 1848

Downtown Master Plan – September 20th, 2017

“Progressing & Preserving Downtown History”



LITTLE CHUTE 5¢-\$.1

Acknowledgements – NOT COMPLETE AT THIS TIME

The effort to complete this Master Plan was a significant amount of effort for village staff. By utilizing all resources and expertise on staff, we were able to get a strategy that will lead the downtown to a more prosperous ...

Village Board

Michael Vanden Berg, Village President
John Elrick, Trustee
Jim Hietpas, Trustee
David Peterson, Trustee
Bill Peerenboom, Trustee
Larry Van Lankvelt, Trustee
Skip Smith, Trustee

Plan Commission

Michael Vanden Berg, Chair
Jeff Elrick
Brian Huiting
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Todd Verboomen

Village Staff

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Jeff Elrick, Director of Public Works
Adam Breest, Director of Parks, Recreation, & Forestry
Chris Murawski, Village Engineer
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Steve Thiry, Director of Little Chute Library
Laurie Decker, Clerk
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Table of Contents

Acknowledgements.....	2
Introduction and Overview	1
Purpose.....	1
Master Plan Goals	2
Downtown Planning Area- Central Business District	3
Planning and Context	4
Downtown History.....	4
Downtown Today.....	5
Downtown Public Visioning Workshop.....	8
Visioning Workshop Summary.....	8
Summary of Existing Conditions & Market Analysis.....	9
Village Demographics and Economic Analysis	9
2016 Community Survey	10
2016 Downtown Survey	11
Existing Business Mix	12
Downtown Anchors	13
Current Approved Plans and Policy	14
Space and place-making – Programming, Special Events and Amenities.....	15
Park Improvements.....	15
Place Making	16
Connecting the Downtown to the Fox River and its Future Uses.....	16
Traffic Flow	16
Public Parking-Parking lots	17
Pedestrian & Multimodal Improvements	18
Downtown Master Plan	19
Summary of Major Components	19
Strategic Initiative 1: Retain, Expand and Recruit Businesses to the Downtown	20
Strategic Initiative 2: Enhance the Old World European Façade and General Atmosphere	21
Strategic Initiative #3: Create a welcoming environment to attract visitors, consumers and new residents	22
Strategic Initiative #4: Connect the Downtown to the Fox River	23
Conclusion and Implementation	24
Appendix	25

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Introduction and Overview

Purpose

In the spring of 2017, the Village of Little Chute staff began to prepare a master plan for the Downtown or Central Business District. The purpose of this document is to provide the Village of Little Chute with a detailed guide to facilitate the revitalization of the downtown over the course of the next five years (5). Included in the plan is a set of recommendations that have been developed through collaborative efforts with the Village Board, the residents of Little Chute, business owners, and Village staff.

The recommendations in this document seek to improve the downtown by building upon the existing Old World European façade in the area. Recommendations include an overview of existing conditions, cultivating the vision, implementation strategies that discuss responsibilities, priorities, and key implementation plans in order for stakeholders to accomplish short-term and long-term investment in the downtown.

This plan is organized into eight key areas that include goals, objectives and actions. They areas include:

- Introduction and Overview
- Planning and Context
- Downtown Opportunities
- Summary of Existing Conditions & Market Analysis
- Transportation and Public Access
- Streetscape and Open Space
- Downtown Master Plan
- Implementation

“The mission of the Downtown Master Plan is to foster the development of a thriving downtown to live, work and visit. “

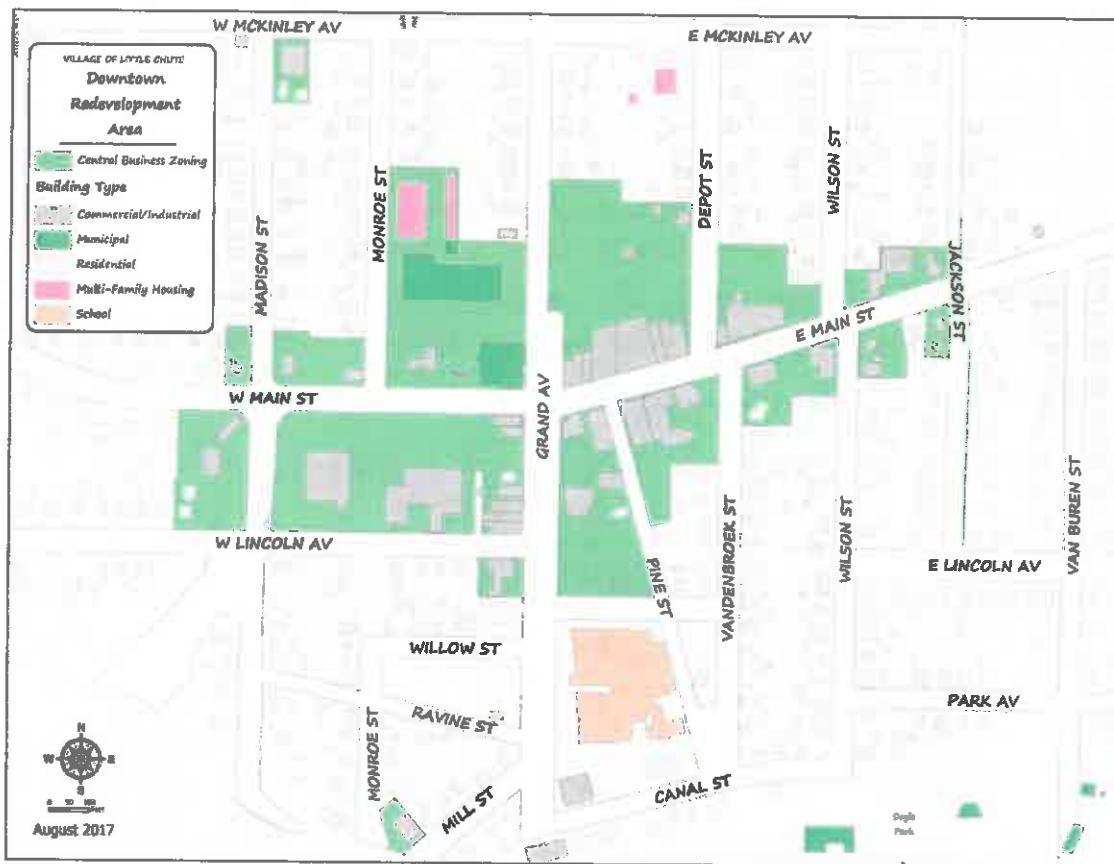
Master Plan Goals

The goals of the master plan are as follows:

1. Engage the public through a multitude of outreach efforts to solicit input on the community's vision for Downtown.
2. Review and refresh polices and plans to preserve and/or enhance Old World European architecture.
3. Utilize professional direction on traffic and pedestrian mobility; identify traffic flow patterns and pedestrian accessibility opportunities and improvements.
4. Introduce and establish place making opportunities while taking advantage of new or emerging technologies.
5. Assess current businesses and collect data of existing conditions while identifying emerging or potential markets that will complement the current slate of Downtown business and amenities.
6. Identify and implement strategies to retain the current slate of businesses, attract new business (as identified as filling potential or emerging markets) and create a climate that engages the community through place and destination making.
7. Presentation of the final Master Plan to the Village Board and public so that recommendations can be edited and or updated to reflect a flexible document and strategy.
8. Through the execution of the plan's recommendations, Downtown Little Chute becomes a thriving destination that provides a business environment that is advantageous to the residents of the Village of Little Chute.

Downtown Planning Area- Central Business District

The downtown area, also known through municipal code as the Central Business District, is an area of roughly a dozen blocks that provide for high density development with a mix of retail, service and government/civic services. The Central Business District is located on Main Street and Grand Avenue. Sites located within the downtown area will be the primary focus for storefront renovation, increased economic development, and business expansion.



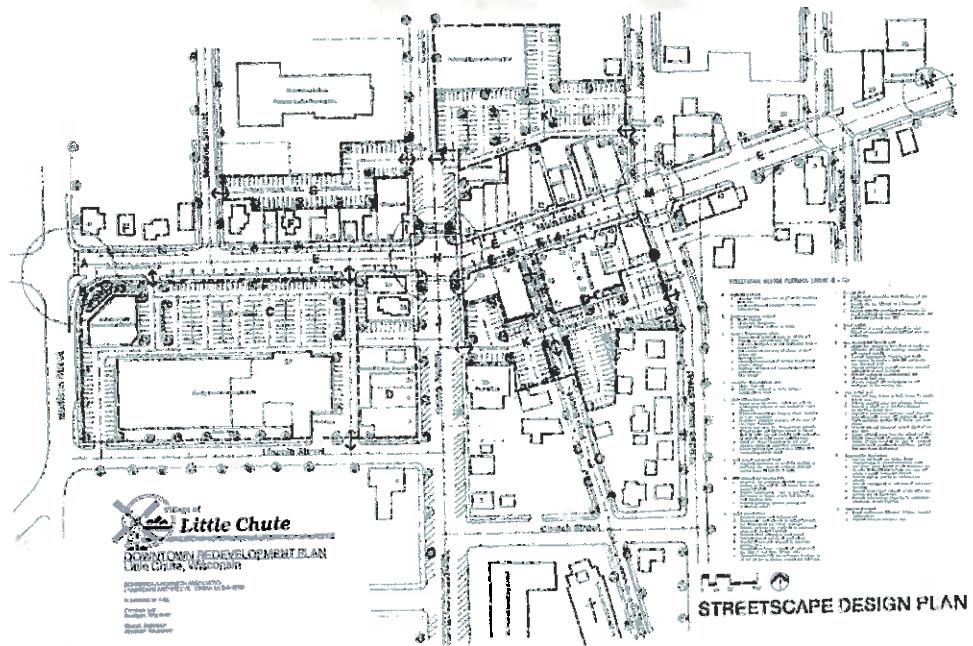
In terms of Village ordinance, the Central Business District is recognized in Section 44-50, as a zoning district. In particular, that portion of code calls for the district to be utilized as *"a centrally located intensely developed core of commercial, service, and governmental uses. It is important that the area develop as a unit offering a convenient and attractive shopping environment. Therefore, permitted uses are limited to those which are compatible, mutually reinforcing, and conducive to common approaches to traffic and pedestrian circulation, parking, and promotion."* For full ordinance text of Central Business District, please refer to the appendix of this document.

Planning and Context

Downtown History

Downtown Little Chute has historically been recognized for its commitment to its heritage. Traditional historic uses in the downtown include: retail and service related businesses such as a hardware store, hotel, bar, general store, appliance store, gas station, family restaurant, and furniture store.

The most recent formal downtown planning effort was executed in 1988 (a PDF of that efforts master plan is attached in the appendix section of this document). In that effort, there was a focus on increasing public parking and realigning streets. In addition, there was a focus put on increased retail opportunities. With regards to increased public parking and retail, those efforts have seen gains. However, with the change in the general retail market over the past thirty years, those gains have been offset by other closures or departures. Public parking at this time in the central business district is adequate due to the gains made since the late 1980's. That being said, given the focus and efforts of the current staff, residents and elected officials, if successful, public parking will have to be reexamined.



Two main areas of the 1988 plan that did not get accomplished and still need attention today is increased senior housing (housing in general) in the central business district and the realignment of streets, including signalization. In particular, the realignment of Depot and Vandenbroek Street is a priority, as that has been an issue highlighted by staff

for a significant amount of time. In addition, the closure of Pine Street and the extension of Lincoln Avenue to Vandenbroek Street also exist as items that need to be addressed.

Finally, a good historical overview of the central business district is contained in "A Century of Progress: 1899-1999". The book was written by a group of passionate residents in commemoration and in celebration of the Village's centennial, which was celebrated nearly twenty years ago. The book contains a historical overview of the businesses that served the Village of Little Chute, many of whom were located in the Downtown. Today, only a handful remain tenants of the current downtown and include, BLC Community Bank and The Carpenter, Hietpas Realty, Van Lieshout Law Offices, Vanderloop Shoes, and Verkuilen Funeral Home. This text is available for purchase through the Little Chute Historical Society or at the Village Hall.



BLC Community Bank

"The Downtown Plan will cultivate a business environment that drives community engagement, encourages redevelopment and new investment in an Old World European feel while providing amenities for residents and visitors alike."

Downtown Today



Throughout time, the downtown has transformed into a destination that is looking to increase local employment opportunities, offers a sparse mix of retail and services serving residents and visitors alike. The community pride is something that is recognizable and an effort the Village is devoted to preserving through the encouragement of residents and employers. As a true symbol to the deep Dutch commitment stands a traditional Dutch windmill that was built and

imported from the Netherlands. In an effort to keep the downtown as vibrant as it may be, the Village will be taking action to rejuvenate the downtown with the windmill as its centerpiece or main attraction.

The Downtown today has not been immune to changes since the first plan was adopted in the late 1980's. Changes in consumer habits and rapidly changing market trends have led to



Salon Indulgence



Bakers Outlet

challenges that are witnessed in economic development across the United States. In general, retail sectors have struggled to keep up with national retail competitors, which have led to a decrease in the number of retail options in the downtown.

Now, as our global economy continues to advance and evolve, e-commerce will continue to exude pressure on retail operations in existence. Existing retailers that currently reside in the downtown cater to niche markets or niche service industries. This will be something that we will want to focus on as a primary strategy moving into the future. It will be the niche markets where we can exert our influence and strategy on in order to see positive outcomes. In addition, with the exception of Seth's

Coffee, Jets Pizza, and Jack's or Better, dining options are limited in the Downtown.

On August 26th, 2009, the Village Board of Trustees adopted a comprehensive Design Review Manual to assist and guide development in the downtown and preserve, create and promote the unique charm, atmosphere and character of the community. The ultimate goal of that manual is to create and retain the vision of a heritage destination. With the manual, the village laid the groundwork necessary for businesses to play a more integral role in the community through the design of



Village of Little Chute Village Hall

their building facades. The manual explains Old World European architecture, colors and buildings elements so that developers and property owners can make informed decisions when redeveloping or building new.



Downtown Public Visioning Workshop

To capitalize on the Downtown's existing assets and become a place for community engagement the Village focused on promotion and organization of the existing businesses Downtown as well as developing strategic economic development goals to expand Downtown conditions. Through these efforts, village staff began working with East Central Wisconsin Regional Planning Commission on the possibility of a contributing to the planning process.

To assist the downtown planning process, a public visioning session was held in late April. The event's goal was to gather input from residents, business owners, and other community stakeholders. Ultimately, this workshop assessed existing conditions in the downtown, gathered new insights, and helped attain a better vision of the downtown from the community.

Visioning Workshop Summary

On April 26, 2017, the Village of Little Chute conducted a visioning session with approximately 30 Little Chute residents, business owners, and other community stakeholders to obtain their thoughts, opinions, and ideas about the Downtown. In all, the participants were asked to participate in eight different exercises all focusing on different element of the downtown. The exercises focused on perceptions, big ideas, housing, business and development and redevelopment opportunities. The complete report can be found here in the appendix of this document.

Based on feedback received by participants, one can make the following assumptions which will serve as a guide in future staff and board discussions:

- Areas for future redevelopment were

No Small Plans!

Wed., April 26th, 2017 5:30-7:00 P.M.

An open-house style public visioning workshop to help shape the future of Little Chute's downtown. Sponsored by the Village of Little Chute and the Little Chute Business Association

Are you a resident? homeowner? business owner? If so, give us your up-front input on what the Village of Little Chute can do to improve its existing downtown environment:

- How does downtown function? What is its future role and identity?
- What transformative changes should occur in the future?
- How can downtown be the hub of the community and how should it be connected to the broader area?
- What needs to be fixed or improved to make downtown more vibrant?
- How should new development be accommodated and what should it look like?

Just 15 minutes of your time is all that's needed! Stop in during the event and engage in several quick, thought-provoking and highly visual exercises that will help guide decisions about the future of downtown Little Chute!

QUESTIONS?
If you have questions, please contact Tom Baron at (920) 751-4770 or tbaron@ecwrc.org

WORKSHOP LOCATION:
108 West Main Street
Village Hall Board Room
(Windmill Plaza Entrance)

public services

commercial development

ECWRPC

highlighted in the workshop. These areas seem to indicate a plethora for opportunities for development and redevelopment.

- Areas for future housing, including the type of housing stock most preferred. This could be clarified by conducting an official housing study.

If these improvements are made, the downtown will thrive as a more sustainable place for investment by the private sector or others looking to establish retail and commercial space. It will also be more inviting from a homeowner or residential perspective, which in turn will drive additional interest in commercial services. Finally, moving forward on improvements as suggested by the visioning workshop will create a more welcoming experience for visitors and continue to improve upon Little Chute's status as a destination.

Summary of Existing Conditions & Market Analysis

Village Demographics and Economic Analysis

There are many factors which help to define a market area and the market potential. These include local and regional traffic connections, the current business mix, opportunities for development or redevelopment, and the demographic of the local and regional area.

Demographic and Economic analysis considers current information about a specific area and trends that may help guide planning. It also gives us the opportunity to compare certain market areas to others which can be a benchmark for understanding competition, or for validating the positives and negatives of a particular area. There are multiple sources of data on demographics. In order to establish baseline data, we present current U.S. Census Bureau data below (source: U.S. Census Bureau Fact Finder data on Little Chute, WI):

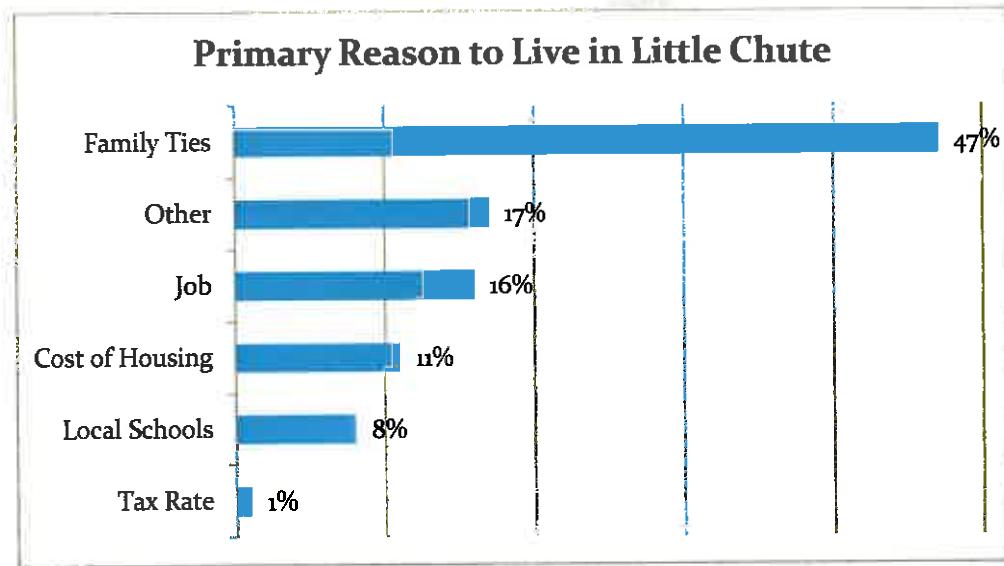
• 2010 Total Population	10,449
• 2016 Population Estimate (as of July 1, 2016)	11,250
• Median Age	39.2
• Number of Companies	700
• Educational Attainment: % high school graduate or higher	94.2%
• Total housing units	4,689
• Median Household Income	\$57,176
• Individuals below poverty level	6.8%
• Veterans	645

2016 Community Survey

In 2016, the Village conducted a community survey. The purpose of the survey was to gather resident input for the development of a strategic plan for the Village. About one-thousand surveys were mailed to randomly selected households throughout the Village. The Village received 471 useable responses.

❖ Primary Reason to Live in Little Chute

When respondents were asked why they chose to live in Little Chute, the primary reason was family ties.



❖ Assessing Infrastructure Conditions

Large majorities of respondents rated Village infrastructure and utilities as excellent or good; however, larger percentages of respondents rated them as good compared to excellent. In addition, two-thirds of respondents would support a tax increase if necessary for maintenance of existing roadways, and six in ten would support a tax increase for improvements to existing roadways.

About half would support taxes to improve existing sidewalks or to develop separate bike trails. Majorities gave mostly good or excellent ratings to municipal services, particularly fire protection, garbage and recycling collection, police protection, library services, and parks and recreation. Ratings for snow removal, youth, adult and senior programing, zoning and building inspection, and street and road maintenance were rated slightly lower.

❖ Assessing Village Services

Majorities said they would support a tax increase for improvements to fire protection, street and road maintenance, snow removal, park and recreation facilities, and police

protection. About half of respondents agree that the Village should expend funds on an outdoor pool or aquatic center but only a third support funds for a community center. Only multi-use trails were rated as a high priority or medium priority by more than half.

❖ Fees and Taxes

Respondents favored either a combination of fees and taxes or fees for specific uses to finance recreational facilities they support. Large majorities agreed or strongly agreed that Little Chute has a strong sense of community, that community events build a sense of community, that volunteerism enhances a sense of community, and that Little Chute will be able to maintain its sense of community if growth continues.

❖ Focusing on Economic Development

The highest priority for focusing economic development efforts is for the downtown area, followed by retail development at the I-41/CTH N interchange (Chart 10). Smaller majorities also agreed or strongly agreed with a focus on industrial park areas and the Foxdale Plaza area. Very few respondents said there is too much industrial or light industrial development, office development, restaurants, or retail development in Little Chute. Additional retail development is favored by nearly three-fourths of respondents. Family restaurants are the top priority for additional retail businesses, followed by discount department stores, health and personal care and grocery stores. Entertainment establishments and elderly care are the top priority for additional service businesses.

❖ Village Communication

A majority who has used the Village's website find it useful. Over six in ten said they receive the seasonal Village newsletter. Only about a third use autopay for payments to the Village. Relatively few subscribe to E-Notify or follow the Village on social media.

2016 Downtown Survey

In addition to the community survey, in the summer of 2016 Village staff conducted an informal downtown survey of existing business owners. The survey was sent out to business owners within the downtown planning area and while only 6 survey responses were received back by village staff, it did provide a baseline of data for downtown specific businesses. One thing that stood out was the longevity of some of the responding businesses. In some cases, ownership and operation exceeded 30 or 40 years and that was the majority. This type of commitment is noteworthy. In addition to that, the six

respondents all owned their building and two thirds of respondents were considering building improvements (expansions, façade update and general updates).

In terms of items that seem to be working well based upon the respondents, the free public parking is greatly utilized by customers. In some cases, customers do utilize private lots. In addition, average foot traffic per store exceeded 500 customers weekly and those customers were traveling from all over the Fox Valley, not just Little Chute. Businesses also reported finding increased sales as a result of community (village sponsored) events like the former Kermis festival, the Great Wisconsin Cheese Festival and the former sidewalk sales.

On the challenges front, respondents indicated that the downtown look and feel did not contribute or benefit to their business. There were comments made in voluntary form that indicated greater access to village sponsored financial programs, loans or grants would be warmly received and benefit their business.

Finally, business owners would most like to see retail (gift shop, technology, clothing, jewelry, sporting goods), restaurant or brewery, and an office building with a number of professional employment opportunities. It was indicated that the Windmill does complement their business, though the direct results have not been pressing or overly evident.

Existing Business Mix

Currently downtown is home to over 40 business that range from retail to restaurants and municipal buildings. This mix of existing business is what helps downtown thrive.

Consumer Based Niches:

- Arts and Entertainment: As one of the leading downtown visitor sites, the Windmill and adjoining Windmill Plaza hosts a variety of events
- Retail: The downtown offers an array of retail options with antiques, gift shops, and pharmacy.
- Restaurants/Coffee Shop/Bakery: Seth's Coffee and Simple Simon Bakery are mainstays in this category with the emergence of other outlets.
- Services: Numerous law, accountants, optical, and dental operations.
- Bars and Taverns: Numerous establishments in the traditional sense of taverns.
- Health/Wellness: Curves, Salon Indulgence, and various eye and dental care options are major drivers in this category.
- Dining: Downtown Little Chute has a few options for formal and informal dining.

Unique to the downtown, is the fully functioning and operational Dutch Windmill. Housed within the Little Chute Windmill is Little Chute historical society. The Windmill offers tours as well as opportunities to shop at the gift shop.

Downtown Anchors

Another important indicator of a healthy downtown is the types of anchor businesses it has. Anchor businesses are typically thought of as businesses with services that provide basic service needs to customers while filling an important role within the community. Key anchors in Downtown Little Chute are important the wellbeing of the downtown and continue to promote a better community. Recognized business anchors include:

- **Seth's Coffee**
- **BLC Community Bank**
- **Vanderloop Shoes**
- **Little Chute Windmill**
- **Gerard H. Van Hoof Memorial Library**

These businesses represent a wide variety of uses, including municipal, room rental, entertainment, financial services, and retailers. Having such a diverse business mix downtown that delivers a variety services is one of many aspects that continues to draw an assortment of people to the downtown. Although some of this traffic is from visitors and tourism, most of these businesses drive every day, local traffic in and out of the downtown.

Current Approved Plans and Policy

To best preserve the Old World European design, the Village has established a number of policy and plans. These were developed by utilizing the existing policy and plans currently used by the Village including the following:

- ❖ Strategic Plan, 2015-2019

The Strategic Plan was created in an engaged fashion in 2014 utilizing a community based advisory committee. The strategy created a vision, mission and strategic areas of focus. Each area of focus contains initiatives that are aimed at achieving efficiencies or effectiveness within the key areas of focus.

- ❖ Comprehensive Plan, 2016-2036

A comprehensive plan is a local government's guide to community physical, social, and economic development. Comprehensive plans are not meant to serve as land use regulations in themselves; instead, they provide a rational basis for local land use decisions with a twenty-year vision for future planning and community decisions.

- ❖ Little Chute Design Manual, 2009

One aspect that makes Little Chute unique is the Dutch heritage that is present. Over the years, retaining the Old World European style has continued to be a challenge for the Village. The purpose of the design manual is to preserve, create, and promote the unique charm, atmosphere, quaint, and romantic charter, natural beauty and historical aspects of the community.

The Village will assist residents, businesses and developers with a review of design permit applications. Applications submitting a site plan in a design review district for a new development can submit their Old World Europeans Architecture plan concurrent to prior to village staff review of the site plan.

In order to preserve the Old World European style, the Village offers a façade improvement program to business owners. Interested downtown business owners pay for half of the renovations, while the Village will finance the remainder of the renovation.

- ❖ Comprehensive Outdoor Recreation Plan

The plan serves as a guide for the future acquisition and improvement of parks, open space, and outdoor recreation facilities in Little Chute. The plan also supports the guidelines established in the Village of Little Chute Comprehensive Plan.

❖ Bike Pedestrian Plan

The Bike and Pedestrian Plan is a supplemental document to the Comprehensive Outdoor Recreation Plan. The goal of the plan to promote bicycling and pedestrian facilities throughout the Village by promoting the development of trails, pursuing opportunities to link existing parks, future parks, the downtown, and public facilities by a Village and County wide trail network, and promote the use of bicycle and pedestrian facilities into planning of all Village projects where appropriate.

Streetscape and Open Space

Space and place-making – Programming, Special Events and Amenities

One of the major efforts of this plan is to create more community centered events in the downtown. Utilization of the Windmill Plaza would be a primary goal. The goal of these events would be to drive people to downtown and local businesses. This effort would also cater to bring in non-residents that may not visit the downtown on a regular basis. Some of these events include the following.

- Village Market
- Weekly music on the plaza
- Downtown Wine Walk
- Ice sculpting along Main Street
- Community Events on the Plaza- Party on the Plaza, Library Events, Community Band Concerts, and Movies on the Plaza
- Christmas Tree Sales
- Winter Community Event
- Ice skating on the Plaza
- Amazing Race
- Craft Fair on the Plaza



View of Windmill Plaza during a Village Market - Summer 2017

Park Improvements

The downtown has little to no park amenity other than Windmill Plaza. One goal of this plan would be to explore in the future what the role of park amenities in the downtown could look like. This could range from community gardens, gardens, small park areas, increased areas for passive/active recreation and more robust options. In staff discussion and recommendations, the idea of a small splash pad in the downtown surfaced. These

all must be explored in order for the village to deliver on business, resident and visitor expectations.

Another area that has received considerable thought and conversation is Doyle Park. Doyle Park Improvements could include boat launches, boat trailer parking, pool remodel, trail connection to Mill Street Bridge, and potential boat slips on the canal. Some of these items are categorized in the Comprehensive Outdoor Recreation Plan. The effort moving forward will be to prioritize these amenities and explore funding sources.

Place Making

While this effort is new in Little Chute, it is an effort that communities across the state and country are executing. Primarily, placemaking is a multi-faceted approach to the planning, design and management of public space. Placemaking capitalizes on a local community's assets, inspiration, and potential, with the intention of creating public spaces that promote people's health, happiness, and well-being. Placemaking is both a process and a philosophy.

In order to best accommodate this process and philosophy for the village moving forward, it will be a staff recommendation that the Design Review Board, through the direction and authority of the Village Board of Trustees, commission a working group of members, village staff and other interested business owners and residents to advise staff and the Board of Trustees on placemaking. This group will explore and identify areas for development of this effort in addition to acquiring additional pedestrian and transportation related amenities.

Connecting the Downtown to the Fox River and its Future Uses

Staff recommends executing a signage or wayfinding program to better highlight location of space to and away from the downtown. This effort will allow visitors to better navigate to and from the downtown.

Traffic Flow

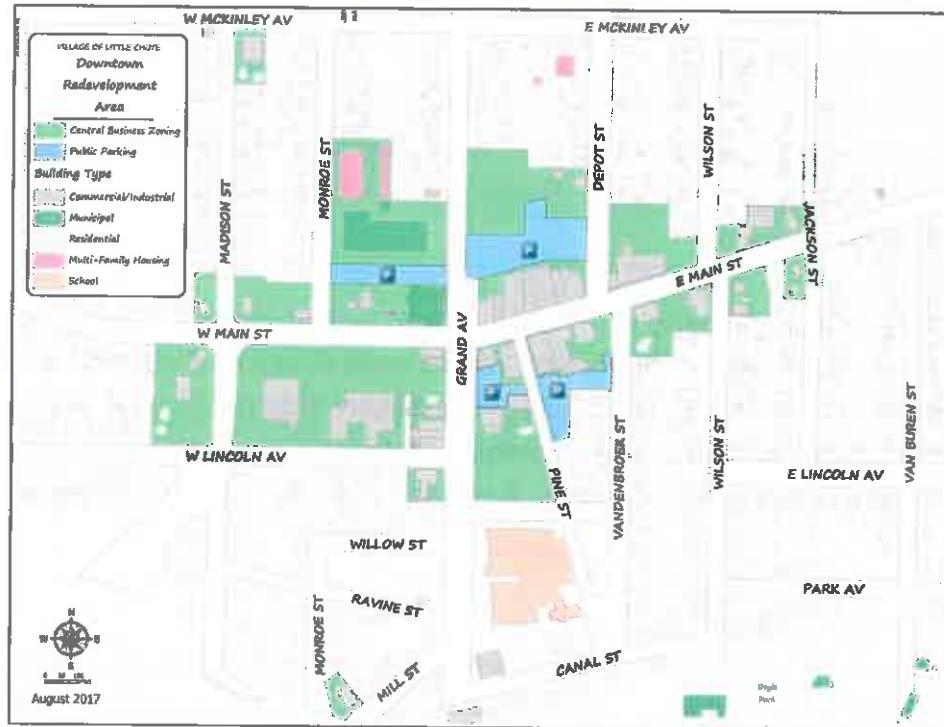
The Downtown is benefited by having State Highway 96 intersect east and west through the entirety of the district. Also known as Main Street, this two lane road carries just fewer than 9,000 vehicles per day according to a Wisconsin Department of Transportation count in 2016. In 2010, that same count was at less than 8,000 vehicles per day. This would seem to suggest that traffic counts in Little Chute are increasing, which will only serve to enhance viability of downtown development in the future.

On the western edge of the district, the Downtown is also provided access to County Highway N, otherwise known as Madison Street. According to recent counts in 2016, this

roadway carried 14,500 vehicles per day south of State Highway 96 and 7,800 vehicles per day north of State Highway 96. With Walgreens on the southeast side of the 96/CTH N intersection and Moto Mart on the southwest side of the 96/CTH N intersection, one could reasonably assume that with continued increases in traffic counts, development will continue to be an area of focus in this area (the source for the aforementioned traffic counts can be found at <https://trust.dot.state.wi.us/roadrunner/>)

Public Parking-Parking lots

The 1988 Downtown Plan focused on creating public parking opportunities in the Downtown. These stalls exist on Main Street and intersecting cross streets, in addition to a robust collection of large public parking lots meant to serve the downtown businesses. In total, there are an estimated 300 public parking spots in the downtown, which includes street parking and public lots.



Current Central Business District

Pedestrian & Multimodal Improvements

❖ Bike Lanes - Finishing Wisconsin Avenue Connection

Currently, Wisconsin Ave has a dedicated bike lane that begins on the western edge of the Village and continues until Washington Street. The bike lane then picks up again at Franklin Street and continues until the eastern edge of the Village. The Bike and Pedestrian plan calls for a signed bike route through downtown to complete this bike route. A combination of signs and shared bike lane markings will be installed between Washington St and Franklin St.

❖ Bike Lanes - Madison Street/Hwy N Bike Lane

To connect Kimberly and CTH oo to the downtown, the bike and pedestrian plan calls for a dedicated bike lane/multi-use path from the county highway N bridge north to county highwayoo. The plan is to connect the downtown with the River/Canal. This will be accomplished through adding bike routes to Doyle Park and the Heritage Parkway Trail.

❖ Pine Street Multi-Use Path

Converting Pine Street into a multi-use path for bikes and pedestrians with lights and seating with a small park area (ice rink, splash pad, or small green space area to sit) in vacant lot behind the parking lot. Pine Street could then connect to Canal Street and Doyle Park/River Front.

❖ River/Canal Connections

Connecting the downtown to the river means more than just bikes and cars. The Village plans to install a Kayak Launch at Heesakker Park to allow for river traffic to connect with the downtown. There is also a small dock located by the Mill Street Bridge. The Comprehensive Outdoor Recreation Plan also calls for a boat launch at Doyle Park.

❖ Fox River Boardwalk

The Village of Little Chute and City of Kaukauna are working towards a bike and pedestrian boardwalk that would begin at Heesakker Park and connect to the City of Kaukauna's downtown district. This boardwalk will complete a 14 mile trail loop from the City of Appleton to the City of Kaukauna and back. By having this connection, users would stop in Little Chute to visit the downtown businesses. This would create a destination amenity that would bring non-residents to the Village of Little Chute.

Downtown Master Plan

This section outlines the financial, organizational and design elements of the Downtown Plan. It lays out key initiatives and actions that should be implemented to improve the long-term vitality and economic efficiency of the downtown.

As previously noted, Downtown Little Chute has historically been recognized as the center for retail and entertainment for the community. The future vision for the area is to build upon that historical recognition while building on and increasing the offerings for a diverse blend of activities to develop Main Street and to stimulate new business development.

Summary of Major Components

Much like other planning documents for the village, this plan will center on a core group of primary initiatives. Under each core initiative will be a set of goals with aligned actions. Theoretically, if the village were to execute on all the aligned actions, we would achieve the goals, initiatives and vision of this document. The four primary strategic initiatives include business development, enhancing the old world European look, creating a welcoming space and connecting the Downtown to the Fox River.

While the primary initiatives listed below are broad based efforts, the true work and heavy lifting of the plan can be found in goal and action areas. While these are the specific actions that will lead to progress in the Downtown, one action or set of actions on their own will not lead to sustained success. It is imperative that over the next decade, village leaders adhere to as many of the efforts as financially and operationally viable. Focusing on the total effort will provide for the greatest chance for success for the Downtown and village in general.

Finally, the initiatives, goals and actions are outlined below and attached in a more detailed plan (see the outline provided in the appendix area). The attached details will indicate preliminary budget estimates, suggested timelines and additional details on the efforts outlined below. In actual implementation, it will be the responsibility of the staff and board to ensure that the efforts match current and ever-changing socioeconomic conditions.

Strategic Initiative 1: Retain, Expand and Recruit Businesses to the Downtown

Goal 1: Maintain and grow existing mix of businesses in the downtown.

- Action 1: Continue to work with existing businesses to identify target clusters or complimentary business (initially start with the business that was studied through UW Oshkosh and other retail ventures).
- Action 2: Create grants to attract identified targeted businesses through a future planning process.
- Action 3: Identify properties for redevelopment by utilizing the resources in this document and work with stakeholders to realize the best use to increase the amount of commercial space in the Central Business District.
- Action 4: Identify opportunities for creating an environment that welcomes entrepreneurs through the creation of incubator spaces.

Goal 2: Increase the population of the Downtown (including daytime population).

- Action 1: Complete a senior housing project(s) in the Central Business District.
- Action 2: Identify sites in the Central Business District for housing development and/or redevelopment opportunities and work with stakeholders to execute.
- Action 3: Identify sites in the Central Business District for corporate style offices.
- Action 4: Recruit developers to partner with the village on increasing the housing stock and corporate office atmosphere within the Central Business District.

Goal 3: Expand village efforts to increase foot traffic to the downtown through programming and economic development support to the downtown.

- Action 1: Continue to invest and increase funding to efforts like the Village Market, plaza activities (Community Band, Movie Night) and other recreation opportunities in the downtown (programming).
- Action 2: Identify future sites and invest in the development for passive and active recreation in the Central Business District.

Strategic Initiative 2: Enhance the Old World European Façade and General Atmosphere

Goal 1: Review the current programs offered by the Village of Little Chute to incentivize façade and other redevelopment efforts.

- Action 1: Amend the current façade program terms to create more interest in program participation (increase village financial participation).
- Action 2: Create grant opportunities for renderings to be completed for businesses that are locating or located in the downtown.

Goal 2: Create new programs to enhance the Old World European Façade

- Action 1: Create grant opportunities for existing or committed businesses to upgrade to signage for their business as directed by the Design Review Board.
- Action 2: Work with a design professional to conduct a draft façade plan for the entire Central Business District

Strategic Initiative 3: Create a welcoming environment to attract visitors, consumers and new residents

Goal 1: Enhance the Village of Little Chute as a destination

- Action 1: Engage the community in programming and space making through direct investment.
- Action 2: Develop itineraries in multiple mediums to better engage visitors (walking, biking and other tours).
- Action 3: Engage in strategic social media and marketing of the businesses, events and Little Chute Windmill.
- Action 4: Explore free public WIFI technology as an amenity.
- Action 5: As activities increase, current parking facilities will be over utilized. Expand public parking behind the Civic Center and in other areas around the downtown.

Goal 2: Focus on place-making

- Action 1: Through the Design Review Board, enact a placemaking effort in the Central Business District.
- Action 2: Create a trail network that provides itineraries similar to other communities.
- Action 3: Find public space for seating, outdoor cafes, public art, striping of crosswalks and pedestrian havens, community gardens and murals.

Goal 3: Accessibility for pedestrians, bicyclists and vehicular traffic

- Action 1: Finalize the realignment of streets from the 1988 Downtown Plan (Depot/Vandenbroek and Pine Street)
- Action 2: Create additional public parking lots to maximize access to the Downtown attractions.
- Action 3: Finalize other realignment efforts from the 1988 Downtown Plan.

Strategic Initiative 4: Connect the Downtown to the Fox River

Goal 1: Create visuals that connect the river to the Downtown

- Action 1: Acquire properties that allow pedestrians and visitors to recognize and/or view the Fox River visually and physically.
- Action 2: Utilize wayfinding to illustrate access from the Central Business District.

Goal 2: Create greater connections

- Action 1: Through the use of Pine Street, create a more direct route from Main Street to Doyle Park
- Action 2: Explore alternative means of transportation for visitors like bike share or other amenities.
- Action 3: Create a local and interpretive trail for visitors through the Heritage Park Trail and other areas of Little Chute.
- Action 4: Work with external partners to create water connections off of the canal system to the downtown.

Goal 3: Enhance amenities between the River and the Downtown

- Action 1: Connect Mill Street to Doyle Park through a pedestrian walk or trail.
- Action 2: Plan and initiate a redevelopment of Doyle park to be more a year round destination.

Conclusion and Implementation – **STILL IN DRAFT FORMAT - See Attached Spreadsheet**

The following implementation strategies will provide the downtown with timeline specific implementation recommendations. All recommendations could have a budget impact, so ability to effectively implement initiatives will be based upon planning, capabilities, and corresponding resources.

Appendix

1. [2017 Downtown Visioning Results](#)
2. [Village of Little Chute Comprehensive Plan - 2016-2036](#)
3. [Village of Little Chute Strategic Plan 2015-2019](#)
4. [Village of Little Chute Design Review Manual - Approved 2009](#)
5. [Village of Little Chute Comprehensive Outdoor Recreation Plan - Adopted 2016](#)
6. [Bike and Pedestrian Plan](#)
7. [1988 Downtown Plan](#)
8. [Current Map of the Central Business District](#)
9. [Central Business District Municipal Code Section](#)
10. [ESRI GIS Data from 2015](#)
11. [First Impressions Report - 2009](#)
12. [2010 Downtown Traffic Study](#)
13. [DRAFT: Table of Actions to be implemented](#)

2017-2027 Downtown Master Plan

Major Initiatives	Goals	Actions (w/ detailed explanation)	Tentative Year	Budget Impact and Estimate ²	Who is Responsible ³
Retain, Expand and Recruit Businesses to the Downtown	Maintain and Grow Existing Businesses	Work with stakeholders (staff, board, businesses, residents) to internalize a list of types of businesses to target from an attraction perspective.	2018	Staff time	Village ADM and Community Development Director
		Create a grant program that would allow for rent assistance on a competitive basis for 3-6 months timeframe. This would allow businesses to get established or past market barriers. Recommend that this is annual allocation that could potentially grow for a larger targeted business.	2018/ongoing	\$10k-\$15k to start, ultimately growing to \$20k annually	Administrator; Community Development Director and Finance Director
		Utilizing staff, developer and documents attached to the Master Plan, create a list of properties for redeveloped or new development for housing and commercial space. Prioritize them based upon opportunity, market reality and future value	2018	Staff time	Village ADM and Community Development Director
	Increase the Downtown Population	Complete and execute a primary senior housing project in the downtown.	2018	Staff time	Village ADM and Community Development Director
		Identify sites based upon information within the plan for development or redevelopment for additional senior or market based housing.	2019/ongoing	Staff time	Village ADM and Community Development Director
		Identify sites based upon information within the plan for development or redevelopment for corporate offices.	2019/ongoing	Staff time	Village ADM and Community Development Director
		Work with and recruit developers to move forward on commercial, housing and corporate type of developments	2019/ongoing	Staff time	Village ADM and Community Development Director
	Increase foot traffic through programming and other efforts	Continue and increase funding to efforts like the Village Market, plaza activities (Community Band, Movie Night) and other recreational opportunities in the downtown through programming.	2018/ongoing	Farmers market can continue to be funded through DPRF and ADM budget while other events like movie night will need a dedicated source. Target should be \$3k-\$5k annually for programming in the downtown.	Village ADM and DPRF Director
		Identify future sites and invest in the development of passive and active recreation for the downtown.	2019/ongoing	To be determined	DPRF Director
		Establish a trail from downtown to the Fox River and back.	2019	To be determined	DPRF Director
		Identify active recreation amenities like bike shares, kayak rentals or other options	2018	To be determined	DPRF Director
		Continue work with the Little Chute Business Association to create opportunities for participation in future events (market, wine walks, Amazing Race, etc.)	2018/ongoing	To be determined	DPRF Director
Enhance Old World European Façade and General Atmosphere	Review current efforts and incentivize façade and other redevelopment efforts	Amend the current façade program to create more interest in the program (current a 1:1 match).	2018	To be determined	Board, ADM, and Community Development Director
	Create a grant program that would allow renderings to be completed for specific businesses who would like to participate in the façade program.	2018/ongoing	\$3k-\$5k/annually	Village ADM and Community Development Director	
	Create new programs to enhance the Old World European façade	Create a new grant opportunity so that businesses could upgrade signage on their properties.	2018/ongoing	\$3k-\$5k/annually	Village ADM and Community Development Director
	Hire a design professional to create a draft façade and design plan for the entire Central Business District	2019	To be determined	Board, ADM, and Community Development Director	
Create a welcoming space that attracts visitors, consumers and new residents	Enhance Little Chute as a destination	Engage the community and visitors through outreach to determine appropriate level of investment in programming and other event related activities.	2019	To be determined	Village ADM and DPRF Director
		Develop itineraries for visitors (bikes, foot, vehicle and boat) for four and eight hour visits to the Village of Little Chute.	2019	To be determined	Village ADM and DPRF Director
		Explore WiFi technology at art murals.	2020	To be determined	Village ADM
		Engage in more aggressive social media and regular marketing of the entire community, focusing on the Windmill and business opportunities.	2019	To be determined	Village ADM and Community Development Director
	Focus on Place making	Add and upgrade parking facilities to accommodate for increased downtown traffic.	2020	To be determined	Village ADM, CDD, ENG, Finance
		Through the Design Review Board and Park Planning Committee, enhance staff and village's effort in place making by providing additional support and ideas through a formal recommendation.	2019	To be determined	Village ADM and DPRF Director
		Create a specific trail network, including downtown locations and businesses.	2019	To be determined	Village ADM and DPRF Director
		Find public spaces and resources to improve the amount of public seating in the downtown. Work to create more opportunities for downtown outdoor cafes along with the following: promote public art, striping of crosswalks, pedestrian benches, community gardens, murals and downtown parks features. These efforts would be concluded in a plan provided by staff to illustrate how the village would execute on the aforementioned efforts.	2019	To be determined	Village ADM, DPRF, Library Director and CDD
	Accessibility for all	Finalize the realignment of Vandenbrouck and Depot streets as called out in the 1988 plan.	2020	To be determined (previous estimates were in \$250k)	Board, ADM, ENG, DPW, Finance and Community Development Director
		Create additional parking locations to maximize access into the downtown.	2020	To be determined	Board, ADM, ENG, DPW, Finance and Community Development Director
		Finalize other realignment efforts from the 1988 Downtown Plan and 2010 Traffic Study.	2022	To be determined	Board, ADM, ENG, DPW, Finance and Community Development Director
		Finalize other realignment efforts from the 1988 Downtown Plan and 2010 Traffic Study.	2022	To be determined	Board, ADM, ENG, DPW, Finance and Community Development Director
Connect the Downtown to the Fox River	Visually connect the Fox River to the Downtown	Acquire properties that allow pedestrians to visually connect the Fox River to the Downtown.	2021	To be determined	Board, ADM, ENG, DPW, Finance and Community Development Director
		Embark on a village wide wayfinding effort with specific focus on the downtown.	2018	\$30k	DPRF Director
	Create greater connections into the Downtown	Through the use of Pine Street, create a pedestrian route to Doyle Park from the Downtown.	2018-2020	To be determined	Board, ADM and CDD
		Work with external partners to create water connections off of the Fox River.	2019	To be determined	DPRF Director
		Explore bike share and other transportation mediums for the downtown, including utilizing the Fox River and Canal.	2019	To be determined	DPRF Director
	Enhance amenities between the River and Downtown	Create better multi-modal transportation connections.	2019	To be determined	DPRF Director
		Take advantage of the space of Pine Street to create more business and pedestrian amenities.	2018-2020	To be determined	Board, ADM, ENG, DPW, Finance and Community Development Director
		Initiate the plans to redevelop portions of Doyle Park to be a year round facility.	2018-2021	To be determined	DPRF Director

DISBURSEMENT LIST- SEPTEMBER 6, 2017

Payroll & Payroll Liabilities - August 24, 2017	\$194,436.94
Prepaid Invoices- August 14, 2017	\$330,944.85
Prepaid Invoices- August 18, 2017	\$415,129.58
Prepaid Invoices- August 21, 2017	\$6,065.01
Prepaid Invoices- August 25, 2017	\$291,178.31
Prepaid Invoices- September 1, 2017	\$9,791.70

Utility Commission-

CURRENT ITEMS

Bills List - September 6, 2017	\$217,506.88
Total Payroll, Prepaid & Invoices	\$1,465,053.27

The above payments are recommended for approval:

Rejected: _____

Approved September 6, 2017

Michael R Vanden Berg, Village President

Laurie Decker, Clerk

Report Criteria:

Invoice Detail.Volded = {=} FALSE

Invoice	Description	Total Cost	GL Account
A.P. PLUMBING LLC			
082517	INSTALLED 2 NEW TOILETS IN LIBRARY	1,049.88	206-55110-242
Total A.P. PLUMBING LLC:		1,049.88	
ACC PLANNED SERVICE INC			
19562	THERMOSTAT GUARDS	331.15	206-55110-245
Total ACC PLANNED SERVICE INC:		331.15	
AIRGAS USA LLC			
9066588369	OXYGEN	136.79	207-52120-213
Total AIRGAS USA LLC:		136.79	
AMBROSIUS, WILLIE			
8/10 - 8/12	MEN'S SOFTBALL SUPERVISOR	45.00	101-55300-111
8/10 - 8/12	MEN'S SOFTBALL UMPIRE	296.00	101-55300-111
Total AMBROSIUS, WILLIE:		341.00	
ANDRES, ZACHARY			
083017	JETS REF 9/12	135.00	101-55460-111
Total ANDRES, ZACHARY:		135.00	
APPLETON HYDRAULIC COMPONENTS			
34510	REPLACED CRACKED CONTROL VALVE	814.00	101-53330-204
Total APPLETON HYDRAULIC COMPONENTS:		814.00	
ASSOCIATED APPRAISAL CONSULT			
128615	PROFESSIONAL SERVICES-AUGUST	1,241.67	101-51530-204
129111	PROFESSIONAL SERVICES-SEPTEMBER	1,241.67	101-51530-204
Total ASSOCIATED APPRAISAL CONSULT:		2,483.34	
AUSTIN, JESSICA			
CFEST 8/23/17	REFUND SHELTER DEPOSIT 8/23/17	50.00	101-34401
Total AUSTIN, JESSICA:		50.00	
BARNETT-HOWE, CAROLYN			
AUGUST 2017	PAYOUT YOUTH GOLF 10 @ \$40	400.00	101-34413
Total BARNETT-HOWE, CAROLYN:		400.00	
BELSON CO			
262662	REPAIRED FLOOR SCRUBBER	175.00	101-51650-245
262662	REPAIRED FLOOR SCRUBBER	175.00	206-55110-245
Total BELSON CO:		350.00	

Invoice	Description	Total Cost	GL Account
BERGSTROM FORD-LINCOLN			
303080	REPAIRED COOLANT LEAK & REPLACED BLEND	126.06	101-53330-204
303080	REPAIRED COOLANT LEAK & REPLACED BLEND	585.76	101-53330-225
Total BERGSTROM FORD-LINCOLN:			
		711.82	
BIESTERVELD, CAROLYN			
CANAL 8/13/17	REFUND SHELTER DEPOSIT 8/13/17	20.00	101-34401
Total BIESTERVELD, CAROLYN:			
		20.00	
BROOKS TRACTOR INC.			
D56928	CONTROL VALVE FOR TRUCK #77	2,030.21	101-53330-225
D57073	SEAL-LOK TUBE FITTINGS	81.79	101-53330-225
Total BROOKS TRACTOR INC.:			
		2,112.00	
BRUCE EQUIPMENT			
P04211	SHIFTER CABLE FOR TRUCK #58	254.17	101-53330-225
Total BRUCE EQUIPMENT:			
		254.17	
CARDIAC SCIENCE CORPORATION			
7296605	BATTERIES FOR AED MACHINES	498.00	206-55110-244
7296605	BATTERIES FOR AED MACHINES	249.00	101-51650-244
Total CARDIAC SCIENCE CORPORATION:			
		747.00	
CAREW CONCRETE & SUPPLY CO.			
1076794	CONCRETE	139.00	620-53644-216
1076794	CONCRETE FOR PARK BENCHES	111.20	420-57620-272
1076794	CONCRETE FOR PARK BENCHES	111.20	420-57620-271
1076794	CONCRETE FOR PARK BENCHES	333.60	420-57620-270
Total CAREW CONCRETE & SUPPLY CO.:			
		695.00	
COMPASS MINERALS AMERICA			
68089	BULK COARSE UNTREATED ROCK	2,178.14	620-53634-224
73773	BULK COARSE UNTREATED ROCK	4,592.93	620-53634-224
Total COMPASS MINERALS AMERICA:			
		6,771.07	
CONQUER MARTIAL ARTS			
DOYLE 8/24/17	REFUND SHELTER DEPOSIT 8/24/17	20.00	101-34401
Total CONQUER MARTIAL ARTS:			
		20.00	
DECKER, LAURIE			
08/17 REIMBURSE	MILEAGE REIMBURSEMENT - TRAINING	123.05	101-51440-201
08/17 REIMBURSE	MEAL REIMBURSEMENT-TRAINING	64.00	101-51400-201
Total DECKER, LAURIE:			
		187.05	
DISSEN, DUANE			
08/17 REIMBURSE	UNIFORM REIMBURSEMENT	191.33	207-52120-212

Invoice	Description	Total Cost	GL Account
Total DISSEN, DUANE:		191.33	
DRIESSEN, PAULA HEESAKKER 8/26/ REFUND SHELTER DEPOSIT 8/26/17		20.00	101-34401
Total DRIESSEN, PAULA:		20.00	
EVERS, PAT CANAL 8/12/17 REFUND SHELTER DEPOSIT 8/12/17		20.00	101-34401
Total EVER, PAT:		20.00	
EWALD AUTOMOTIVE 26058 #85 2018 CHEVY SILVERADO 1500		22,401.50	403-57324-303
Total EWALD AUTOMOTIVE:		22,401.50	
FACTORY MOTOR PARTS CO 18-1606712 BRAKE FLUID AND WINDSHIELD WASHER FLUID 18-1606712 BRAKE PADS AND ROTORS FOR TRUCK #90		26.46 277.81	101-53330-218 101-53330-225
Total FACTORY MOTOR PARTS CO:		304.07	
FARRELL EQUIPMENT & SUPPLY CO INC 896683 QUANTITY OF 25 SAFETY CONES		199.75	101-53300-218
Total FARRELL EQUIPMENT & SUPPLY CO INC:		199.75	
FASTENAL COMPANY WIKIM220638 UTILITY BLADES AND FLOOR DRY CLAY		49.17	101-53330-225
Total FASTENAL COMPANY:		49.17	
FERGUSON ENTERPRISES #1550 4048404 PVC PRIMER AND CEMENT WN124261 PVC COUPLING, ELBOW, AND ADAPTER		34.71 32.85	620-53634-255 620-53634-255
Total FERGUSON ENTERPRISES #1550:		67.56	
FERGUSON WATERWORKS #1476 229318 STAINLESS STEEL CLAMPS & COUPLINGS		359.99	620-53644-252
Total FERGUSON WATERWORKS #1476:		359.99	
G&K SERVICES 6011591074 TOWELS, DUSTMOPS, AND MOPS 6011591074 TOWELS, DUSTMOPS, AND MOPS		33.35 33.35	206-55110-243 101-51650-243
Total G&K SERVICES:		66.70	
GRAINGER 9529930811 BRASS SOLENOID VALVES		533.52	620-53634-255
Total GRAINGER:		533.52	

Invoice	Description	Total Cost	GL Account
GRUMANN, MICHAEL	08/17 REIMBURSE REIMBURSEMENT FROM UNIFORM ALLOWANCE	65.94	207-52120-212
Total GRUMANN, MICHAEL:		65.94	
HAMMEN, WILLIAM	083017 JETS REF 9/12	135.00	101-55460-111
Total HAMMEN, WILLIAM:		135.00	
HAWKINS INC	4129036 AZONE 4129036 SODIUM SILICATE	511.46 2,618.93	620-53634-214 620-53634-220
Total HAWKINS INC:		3,130.39	
HEARTLAND BUSINESS SYSTEMS	HBS00550324 JULY BILL PRINT QNTY 4066 HBS00550324 JULY BILL PRINT QNTY 4066 HBS00550324 JULY BILL PRINT QNTY 4066 HBS00550324 JULY BILL PRINT QNTY 4066	142.31 142.31 142.31 142.31	201-53620-204 610-53614-204 620-53904-204 630-53443-204
Total HEARTLAND BUSINESS SYSTEMS:		569.24	
JENNY LEA VANDEN HEUVEL	081717 BRAND IDENTITY DESIGN 081717 LOGO DEVELOPMENT	1,750.00 850.00	101-56700-207 101-56700-207
Total JENNY LEA VANDEN HEUVEL:		2,600.00	
JOOSTEN, BRIAN	083017 JETS REF 9/12	135.00	101-55460-111
Total JOOSTEN, BRIAN:		135.00	
JP GRAPHICS INC	1044716011 YARD REFUSE STICKERS	195.00	101-53650-218
Total JP GRAPHICS INC:		195.00	
JX ENTERPRISES INC	G-272210041 RELAY VALVE/SPEED SENSOR/SEAL KIT G-272220043 CONSTANT TORQUE CLAMP & HOSE STICK G-272370035 REPAIRED REAR AXLE ON TRUCK #32 G-272370035 REPAIRED REAR AXLE ON TRUCK #32	225.35 24.64 1,806.68 6,378.06	101-53330-225 101-53330-225 101-53330-204 101-53330-225
Total JX ENTERPRISES INC:		8,434.73	
KIDSTAGE	1086 PAYOUT 9 STUDENTS FOR KIDSTAGE	675.00	101-34413
Total KIDSTAGE:		675.00	
KRUEGER, GARY	HEESAKKER 8/12/ REFUND SHELTER DEPOSIT 8/12/17	20.00	101-34401

Invoice	Description	Total Cost	GL Account
Total KRUEGER, GARY:		20.00	
KRUEGER, KIRBY	8/10 - 8/12 MEN'S SOFTBALL UMPIRE	92.50	101-55300-111
Total KRUEGER, KIRBY:		92.50	
KUSTOM SIGNALS INC	543073 REPLACED SPEAKER IN THE CONTROL HEAD	116.80	207-52120-248
Total KUSTOM SIGNALS INC:		116.80	
LINDNER ACE HARDWARE LITTLE CHUTE	244532 BATTERIES	34.38	207-52120-218
Total LINDNER ACE HARDWARE LITTLE CHUTE:		34.38	
MANSER, NOAH	083017 JETS REF 9/12/17	135.00	101-55460-111
Total MANSER, NOAH:		135.00	
MATTHEWS TIRE	477290 FRONT ALIGNMENT ON TRUCK #90 62720 4 NEW TIRES ON TRUCK #90 62720 4 NEW TIRES ON TRUCK #90 62749 2 NEW TIRES ON TRUCK #46 62749 2 NEW TIRES ON TRUCK #46	74.95 900.40 182.00 264.34 44.00	101-53330-204 101-53330-225 101-53330-204 101-53330-225 101-53330-204
Total MATTHEWS TIRE:		1,465.69	
MCC INC	117652 PARKING LOT PATCH 117652 PARKING LOT PATCH 118342 HOT MIX ASPHALT 119072 HOT MIX ASPHALT	245.00 571.12 3,574.99 1,068.93	101-52200-242 207-52120-242 101-53330-216 101-53330-216
Total MCC INC:		5,460.04	
MCMAHON ASSOCIATES INC	907004 PUMPHOUSE #1 IMPROVEMENTS 907132 WATER SYSTEM EVALUATION & PLAN 907249 2017 ECOLOGICAL SERVICES	166.57 3,176.12 946.91	620-19250 620-53924-204 630-53441-204
Total MCMAHON ASSOCIATES INC:		4,289.60	
MCO	21795 SEPTEMBER LIABILITY 21795 SEPTEMBER HEALTH INS 21795 SEPTEMBER OPERATIONS 21834 #318 MILEAGE - JULY 2017 21835 JULY METER READING 21835 JULY METER READING	384.08 3,461.16 25,620.46 92.40 354.16 354.17	620-53644-115 620-53644-115 620-53644-115 620-53644-247 620-53904-204 610-53613-204
Total MCO:		30,266.43	

Invoice	Description	Total Cost	GL Account
MENARDS - APPLETON EAST			
21275	ITEMS FOR PARTY ON PLAZA	250.09	101-55300-218
21609	CLEANING SUPPLIES	54.91	206-55110-244
21728	PUSHER BAR	11.98	101-53330-218
CM21349	RETURNED MERCHANDISE	57.32-	101-55300-218
Total MENARDS - APPLETON EAST:		259.66	
MISSELT, ERIK			
08/17 REIMBURSE	UNIFORM REIMBURSEMENT	127.89	207-52120-212
Total MISSELT, ERIK:		127.89	
NORTHERN SEWER EQUIPMENT CO			
10675	PRESSURE SWITCH	118.90	101-53330-225
10683	700' SEWER HOSE	1,850.00	101-53330-225
Total NORTHERN SEWER EQUIPMENT CO:		1,968.90	
NOTT COMPANY			
2928831	HOSE KIT FOR TRUCK #8	158.02	101-53330-225
2928831	BRASS RELIEF VALVE & RUST REMOVER	87.44	101-53330-218
Total NOTT COMPANY:		245.46	
OUTAGAMIE COUNTY			
1016514	MAINTENANCE & SIGNING	167.86	101-53300-204
Total OUTAGAMIE COUNTY:		167.86	
PIEPER ELECTRIC INC			
658128	INSTALL UG CONDUIT & WIRES TO WET WELL	5,096.28	620-19250
Total PIEPER ELECTRIC INC:		5,096.28	
PLATE, DEVIN			
8/10 - 8/12	MEN'S SOFTBALL SCORER	32.00	101-55300-111
Total PLATE, DEVIN:		32.00	
PLYMOUTH LUBRICANTS			
6160482	SHELL ROTELLA AND SHELL GADUS ENGINE OIL	933.32	101-53330-217
Total PLYMOUTH LUBRICANTS:		933.32	
PM SUPPLY/WRIGHT INDUSTRIAL			
73907	PAPER TOWEL	84.45	101-51650-244
Total PM SUPPLY/WRIGHT INDUSTRIAL:		84.45	
REINDERS INC			
2658461	COMMERCIAL BROADCAST SPREADER	170.80	206-55110-244
2658461	COMMERCIAL BROADCAST SPREADER	117.98	101-51650-244
2658461	COMMERCIAL BROADCAST SPREADER	56.10	207-52120-244
2658461	COMMERCIAL BROADCAST SPREADER	18.67	101-52250-244
2658474	FIELD PAINT	468.40	101-55300-221

Invoice	Description	Total Cost	GL Account
Total REINDERS INC:		831.95	
RIESTERER & SCHNELL INC			
1235923 5 GALS OIL FOR TRUCK #77		236.23	101-53330-225
1235938 OIL FILTER		29.70	101-53330-225
Total RIESTERER & SCHNELL INC:		265.93	
SANDERFOOT, MATTHEW E			
8/10 - 8/12 MEN'S SOFTBALL SCORER		80.00	101-55300-111
Total SANDERFOOT, MATTHEW E:		80.00	
SCHAEFER, HEATHER			
2017 CLASS B PAYOUT 5 PEOPLE FOR PAINTING CLASS		100.00	101-34413
2017 CLASS C PAYOUT 6 PEOPLE FOR PAINTING CLASS		120.00	101-34413
2017 CLASS D PAYOUT 12 PEOPLE FOR PAINTING CLASS		240.00	101-34413
Total SCHAEFER, HEATHER:		460.00	
TAPCO			
1575015 MAINTENANCE CONTRACT		903.00	101-53300-204
Total TAPCO:		903.00	
TEAM SPORTING GOODS			
AAD004610 GAME PANTS		184.50	101-55460-225
AAF007993 MOUTHGUARDS & JAW PADS		105.30	101-55460-213
AAF007993 HELMETS/CHIN STRAPS/FOOTBALLS		2,135.28	101-55460-225
Total TEAM SPORTING GOODS:		2,425.08	
THAO, LEE			
VLIESHOUT 8/12/17 REFUND SHELTER DEPOSIT 8/12/17		20.00	101-34401
Total THAO, LEE:		20.00	
TRANSUNION RISK & ALTERNATIVE			
JULY 858519 DATA SEARCHES FOR INVESTIGATIONS		25.00	207-52120-218
Total TRANSUNION RISK & ALTERNATIVE:		25.00	
UNIFIRST CORPORATION			
0970242975 SHIRTS/PANTS		6.90	101-53330-213
0970242975 LAUNDRY BAGS/WIPERS		18.67	101-53330-218
Total UNIFIRST CORPORATION:		25.57	
UNITED PAPER CORP			
118588 BOWL CLEANER & DISINFECTANT		136.94	204-55420-222
118694 PAPER TOWELS		53.98	101-53310-244
118726 PAPER TOWELS		223.38	101-53310-244
Total UNITED PAPER CORP:		414.30	

Invoice	Description	Total Cost	GL Account
VAN DEURZEN, STEVEN			
08/17 REIMBURSE	REIMBURSE CDL LICENSE	40.00	101-53310-213
Total VAN DEURZEN, STEVEN:		40.00	
VAN SCHYNDL, SCOTT			
08/17 REIMBURSE	UNIFORM REIMBURSEMENT	66.76	207-52120-212
08/17 REIMBURSE	REIMBURSEMENT-OFFICE EQUIPMENT	79.99	207-52120-221
Total VAN SCHYNDL, SCOTT:		146.75	
VAN STIPHOUT, JAY			
8/10 - 8/12	MEN'S SOFTBALL UMPIRE	203.50	101-55300-111
Total VAN STIPHOUT, JAY:		203.50	
VANDEN HEUVEL, DEBRA			
CANAL 8/26/17	REFUND SHELTER DEPOSIT 8/26/17	20.00	101-34401
Total VANDEN HEUVEL, DEBRA:		20.00	
VANDEN HEUVEL, WILL			
8/10 - 8/12	MEN'S SOFTBALL SCORER	16.00	101-55300-111
Total VANDEN HEUVEL, WILL:		16.00	
VANDENOEVER, REBECCA			
CFEST 8/13/17	REFUND SHELTER DEPOSIT 8/13/17	50.00	101-34401
Total VANDENOEVER, REBECCA:		50.00	
VERBRUGGEN, CASEY			
08/17 REIMBURSE	REIMBURSE-SAFETY SHOES	125.00	101-53310-213
Total VERBRUGGEN, CASEY:		125.00	
VERIZON WIRELESS			
9790999744	JULY/AUGUST SERVICE	52.78	620-53924-203
9791564890	JULY/AUGUST SERVICE	1.26	101-52050-203
Total VERIZON WIRELESS:		54.04	
VERKUILEN, ROSEMARY			
CANAL 8/27/17	REFUND SHELTER DEPOSIT 8/27/17	20.00	101-34401
Total VERKUILEN, ROSEMARY:		20.00	
VINTON CONSTRUCTION CO			
2017001-2	HARVEST TRAIL-PROGRESS PYMT #2	102,127.75	452-51210-263
Total VINTON CONSTRUCTION CO:		102,127.75	
WE ENERGIES			
2296773989	08/17 900 RANDOLPH DR	43.59	460-53460-249
Total WE ENERGIES:		43.59	

Invoice	Description	Total Cost	GL Account
WISCONSIN DNR			
	CTMI-BREEST CTMI REGISTRATION-BREEST	350.00	101-55440-201
	Total WISCONSIN DNR:	350.00	
WPRA			
	BREEST-2017 WPRA CONFERENCE - BREEST	300.00	101-55300-201
	Total WPRA:	300.00	
	Grand Totals:	217,506.88	

Report GL Period Summary

Vendor number hash: 272712
 Vendor number hash - split: 342183
 Total number of invoices: 108
 Total number of transactions: 135

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	217,506.88	217,506.88
Grand Totals:	217,506.88	217,506.88

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Report Criteria:

Invoice Detail.Voided = {} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
BAUMGART PLUMBING (57)							
2685	Invoi	PLUMBING REPAIRS	589.21	Open	Non		101-55200-242
Total BAUMGART PLUMBING (57):							
			589.21				
CARRICO AQUATIC RESOURCES INC (1489)							
20173055	Invoi	POOL VAC NEW CONTROLLER	480.96	Open	Non		204-55420-221
Total CARRICO AQUATIC RESOURCES INC (1489):							
			480.96				
CELLCOM (4683)							
893937	Invoi	ENGINEERING PHONE CHARGES	173.93	Open	Non		452-57331-203
893937	Invoi	DPW/PARK & REC CHARGES	152.53	Open	Non		101-53310-203
893937	Invoi	DPW/PARK & REC CHARGES	47.32	Open	Non		101-55200-203
893937	Invoi	DPW/PARK & REC CHARGES	86.64	Open	Non		101-55300-203
893937	Invoi	DPW/PARK & REC CHARGES	43.65	Open	Non		101-51650-203
893937	Invoi	DPW/PARK & REC CHARGES	40.84	Open	Non		101-52050-203
Total CELLCOM (4683):							
			544.91				
EAGLE GRAPHICS LLC (1861)							
137171	Invoi	SHIRTS FOR AMAZING RACE EVENT	171.71	Open	Non		101-55300-218
Total EAGLE GRAPHICS LLC (1861):							
			171.71				
HEART OF THE VALLEY (280)							
060717MP-1	Invoi	JUNE HOV METER PAYABLE	2,534.00	Open	Non		610-21110
Total HEART OF THE VALLEY (280):							
			2,534.00				
LAPPEN SECURITY PRODUCTS INC (735)							
LSPQ36892	Invoi	REPLACED POOL GATE LOCK	28.00	Open	Non		204-55420-218
Total LAPPEN SECURITY PRODUCTS INC (735):							
			28.00				
MODERN DAIRY INC (268)							
249353	Invoi	POOL CONCESSION ITEMS 7/28	190.36	Open	Non		204-55420-211
249381	Invoi	POOL CONCESSION ITEMS 8/1	220.13	Open	Non		204-55420-211
249425	Invoi	POOL CONCESSION ITEMS 8/3	184.11	Open	Non		204-55420-211
249440	Invoi	POOL CONCESSION ITEMS 8/3	73.50	Open	Non		204-55420-211
249454	Invoi	POPCORN FOR PROGRAMS	74.48	Open	Non		101-55300-218
CM249685	Invoi	CREDIT FOR LEFTOVER ITEMS	353.86	Open	Non		204-55420-211
Total MODERN DAIRY INC (268):							
			388.72				
SAFE SHIP (4553)							
072817	Invoi	POSTAGE - WATER TESTS	161.50	Open	Non		620-53644-204
Total SAFE SHIP (4553):							
			161.50				
SERWE IMPLEMENT MUNICIPAL SALE (3520)							
4463	Invoi	HYDRAULIC RETURN FILTER TRUCK #76	361.28	Open	Non		101-53330-225
4464	Invoi	CASTER WHEEL ASSEMBLY TRUCK #76	135.99	Open	Non		101-53330-225

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
		Total SERWE IMPLEMENT MUNICIPAL SALE (3520):	497.27				
		STAPLES BUSINESS ADVANTAGE (3472):					
3342357912	Invoi	5 IN BINDERS	47.64	Open	Non		101-51650-206
3347860228	Invoi	ENVELOPES	36.19	Open	Non		101-51650-206
3349945397	Invoi	RETURNED 5 IN BINDERS	47.64	Open	Non		101-51650-206
		Total STAPLES BUSINESS ADVANTAGE (3472):	36.19				
		TIME WARNER CABLE (89):					
08/17 71234680108	Invoi	AUGUST/SEPTEMBER SERVICE	115.50	Open	Non		101-53310-203
		Total TIME WARNER CABLE (89):	115.50				
		TRANSAMERICA LIFE INSURANCE COMPANY (4355):					
2502557952	Invoi	AUGUST BILLING	1,955.43	Open	Non		101-21364
		Total TRANSAMERICA LIFE INSURANCE COMPANY (4355):	1,955.43				
		VONBRIESEN & ROPER S.C. (4686):					
231855	Invoi	CONTRACT AMENDMENT & FINALIZATION	416.30	Open	Non		460-51103-262
234991	Invoi	CONTRACT AMENDMENT & FINALIZATION	260.50	Open	Non		460-51103-262
237880	Invoi	CONTRACT AMENDMENT & FINALIZATION	357.50	Open	Non		460-51103-262
		Total VONBRIESEN & ROPER S.C. (4686):	1,034.30				
		WPRA (4771):					
SIX FLAGS 2017	Invoi	SIX FLAGS TICKETS SOLD 18 @ \$47.50	855.00	Open	Non		101-34433
ZOO-ADULT 2017	Invoi	MILW ZOO ADULT TICKETS SOLD 29 @ \$9.75	282.75	Open	Non		101-34433
ZOO-CHILD 2017	Invoi	MILW ZOO CHILD TICKETS SOLD 15 @ \$7.75	116.25	Open	Non		101-34433
		Total WPRA (4771):	1,254.00				
		Grand Totals:	9,791.70				

Report GL Period Summary

Vendor number hash:	65537
Vendor number hash - split:	88952
Total number of invoices:	26
Total number of transactions:	31

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	9,791.70	9,791.70
Grand Totals:	9,791.70	9,791.70

Report Criteria:

Invoice Detail.Voided = {} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
2017 REFUNDS-MISC (4833)							
082517	Invoi	GARBAGE COLLECTION REFUND	47.60	Open	Non		201-34301
Total 2017 REFUNDS-MISC (4833):							
			47.60				
2017 UTILITY REFUNDS (4818)							
125094521	Invoi	OVERPAYMENT REFUND # 1-250945-21	53.41	Open	Non		001-15000
125216019	Invoi	OVERPAYMENT REFUND # 1-252160-19	45.16	Open	Non		001-15000
170253001	Invoi	OVERPAYMENT REFUND # 1-702530-01	75.66	Open	Non		001-15000
170321002	Invoi	OVERPAYMENT REFUND # 1-703210-02	50.64	Open	Non		001-15000
Total 2017 UTILITY REFUNDS (4818):							
			224.87				
AT& T (409)							
92078873810963 0	Invoi	JULY/AUGUST SERVICE	2.30	Open	Non		207-52120-203
92078873810963 0	Invoi	JULY/AUGUST SERVICE	4.60	Open	Non		101-53310-203
92078873810963 0	Invoi	JULY/AUGUST SERVICE	2.30	Open	Non		204-55420-203
92078873810963 0	Invoi	JULY/AUGUST SERVICE	2.30	Open	Non		101-53310-203
92078873810963 0	Invoi	JULY/AUGUST SERVICE	9.20	Open	Non		620-53924-203
92078873810963 0	Invoi	JULY/AUGUST SERVICE	4.60	Open	Non		101-53310-203
Total AT& T (409):							
			25.30				
CIVIC SYSTEMS LLC (705)							
2017 SYMPOSIUM	Invoi	SYMPOSIUM TRAINING	840.00	Open	Non		101-51420-201
Total CIVIC SYSTEMS LLC (705):							
			840.00				
EAGLE GRAPHICS LLC (1861)							
140114	Invoi	BUSINESS CARDS-GRUMANN	65.00	Open	Non		207-52120-212
Total EAGLE GRAPHICS LLC (1861):							
			65.00				
FIRE APPARATUS & EQUIPMENT (3138)							
17128	Invoi	DOT INSPECTION	103.25	Open	Non		101-52200-247
17146	Invoi	DOT INSPECTION AND PUMP & VACUUM TESTS	289.42	Open	Non		101-52200-247
17147	Invoi	DOT INSPECTION AND PUMP & VACUUM TESTS	584.31	Open	Non		101-52200-247
Total FIRE APPARATUS & EQUIPMENT (3138):							
			976.98				
GOLD STRIPE CONSULTING (4502)							
053117	Invoi	4 MH AWARENESS DECALS	100.00	Open	Non		207-52120-247
Total GOLD STRIPE CONSULTING (4502):							
			100.00				
KAUKAUNA UTILITIES (234)							
07/17 9012695	Invoi	DOYLE PARK WELL	2,535.16	Open	Non		620-53624-249
AUGUST 2017	Invoi	SAFETY CENTER	1,027.87	Open	Non		207-52120-249
AUGUST 2017	Invoi	SAFETY CENTER	685.25	Open	Non		101-52250-249
AUGUST 2017	Invoi	VILLAGE HALL PLAZA	16.77	Open	Non		101-51650-249
AUGUST 2017	Invoi	VILLAGE HALL	1,486.77	Open	Non		101-51650-249
AUGUST 2017	Invoi	CIVIC CENTER	1,851.30	Open	Non		206-55110-249
AUGUST 2017	Invoi	MUNICIPAL POOL	2,181.12	Open	Non		204-55420-249
AUGUST 2017	Invoi	BALLFIELD DPLISHED LIGHTS	160.98	Open	Non		101-55200-249

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
AUGUST 2017	Invoi	DOYLE PARK STAGE	317.76	Open	Non	101-55200-249	
AUGUST 2017	Invoi	DOYLE PARK BALLFIELD DP2 LIGHTS	103.47	Open	Non	101-55200-249	
AUGUST 2017	Invoi	HEESAKKER PARK TRAIL	25.41	Open	Non	101-55200-249	
AUGUST 2017	Invoi	HERITAGE PARK	26.35	Open	Non	101-55200-249	
AUGUST 2017	Invoi	LEGION PARK RESTROOMS	561.77	Open	Non	101-55200-249	
AUGUST 2017	Invoi	VAN LIESHOUT PARK	110.84	Open	Non	101-55200-249	
AUGUST 2017	Invoi	VAN LIESHOUT BALLFIELD	247.18	Open	Non	101-55200-249	
AUGUST 2017	Invoi	VAN LIESHOUT PK SECURITY LIGHT	61.38	Open	Non	101-55200-249	
AUGUST 2017	Invoi	LINCOLN AVE E HEESAKKER PARK	133.29	Open	Non	101-55200-249	
AUGUST 2017	Invoi	PUMP STATION JEFFERSON ST	1,421.40	Open	Non	620-53624-249	
AUGUST 2017	Invoi	#4 WELL EVERGREEN DRIVE	6,791.68	Open	Non	620-53624-249	
AUGUST 2017	Invoi	#3 WELL WASHINGTON ST	4,060.89	Open	Non	620-53624-249	
AUGUST 2017	Invoi	STEPHEN ST TOWER/LIGHTING	216.06	Open	Non	620-53624-249	
AUGUST 2017	Invoi	CANAL BRIDGE - NORTH SIDE	16.66	Open	Non	101-53300-249	
AUGUST 2017	Invoi	CANAL BRIDGE - SOUTH SIDE	25.39	Open	Non	101-53300-249	
AUGUST 2017	Invoi	SECURITY LIGHT	12.39	Open	Non	101-53300-249	
AUGUST 2017	Invoi	SIGNALS/GRAND & MAIN	55.89	Open	Non	101-53300-249	
AUGUST 2017	Invoi	COMMUNITY BRIDGE LIGHTING	236.75	Open	Non	101-53300-249	
AUGUST 2017	Invoi	SIGNALS/MAIN & MADISON	39.30	Open	Non	101-53300-249	
AUGUST 2017	Invoi	STREET LIGHTING	9,491.32	Open	Non	101-53300-249	
AUGUST 2017	Invoi	SIGNALS/NORTH & BUCHANAN	36.28	Open	Non	101-53300-249	
AUGUST 2017	Invoi	PATRIOT DR FLAG POLE	34.49	Open	Non	101-53300-249	
AUGUST 2017	Invoi	SIGNALS/NE CORNER N & ELM	83.12	Open	Non	101-53300-249	
AUGUST 2017	Invoi	STEPHEN ST SIGN	34.36	Open	Non	101-53300-249	
AUGUST 2017	Invoi	900 RANDOLPH DR	450.54	Open	Non	460-53460-249	
AUGUST 2017	Invoi	839 MOASIS DR C	26.07	Open	Non	460-53460-249	
AUGUST 2017	Invoi	1800 STEPHEN ST STORM	480.90	Open	Non	630-53441-249	

Total KAUKAUNA UTILITIES (234):

35,046.16

KERRY'S VROOM SERVICE INC (2013)

8768	Invoi	INSTALL CAMERA MOUNT #96	29.49	Open	Non	207-52120-247
8775	Invoi	OIL & FILTER CHANGE - UNIT # 94	42.21	Open	Non	207-52120-247

Total KERRY'S VROOM SERVICE INC (2013):

71.70

KWIK TRIP INC (2365)

JULY 2017 286768	Invoi	JULY FUEL FOR SQUADS	2,557.80	Open	Non	207-52120-247
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Total KWIK TRIP INC (2365):

2,557.80

LARRY'S PIGGLY WIGGLY (259)

21003071024	Invoi	LAUNDRY DETERGENT	26.44	Open	Non	101-52200-211
21005311351	Invoi	FOOD	98.79	Open	Non	101-52200-211
21042471456	Invoi	FOOD	121.13	Open	Non	101-52200-211
21043011733	Invoi	CLEANING SUPPLIES	10.98	Open	Non	101-52200-211
22049461305	Invoi	FOOD	291.49	Open	Non	101-52200-211
23044241828	Invoi	FOOD	47.08	Open	Non	101-52200-211
24044161422	Invoi	FOOD	27.92	Open	Non	101-52200-211
25057751720	Invoi	FOOD AND BEVERAGES	370.05	Open	Non	101-52200-211
26013301534	Invoi	FOOD	30.62	Open	Non	101-52200-211

Total LARRY'S PIGGLY WIGGLY (259):

1,024.50

LOW VOLTAGE SOLUTIONS LLC (4416)

919	Invoi	INSTALLED A NEW TIMER IN SQUAD #90	160.50	Open	Non	207-52120-247
935	Invoi	LVS INSTALLATION, WIRING MATERIALS, & PROD	2,625.86	Open	Non	207-52120-303

VILLAGE OF LITTLE CHUTE

Invoice Register - PREPAID INVOICES

Input Dates: 8/25/2017 - 8/25/2017

Page: 3

Sep 01, 2017 09:39AM

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
936	Invoi	PRISONER TRANSPORT SYSTEMS SQUADS 93 &	1,990.00	Open	Non		207-52120-248
Total LOW VOLTAGE SOLUTIONS LLC (4416):			4,776.36				
MADISON NATIONAL LIFE (4857)							
1265075	Invoi	SEPTEMBER LIFE	390.58	Open	Non		101-21391
1265075	Invoi	SEPTEMBER LTD	778.68	Open	Non		101-21385
Total MADISON NATIONAL LIFE (4857):			1,169.26				
PEPSI-COLA (3493)							
35201954	Invoi	BEVERAGES	117.84	Open	Non		101-52200-211
Total PEPSI-COLA (3493):			117.84				
STAPLES BUSINESS ADVANTAGE (3472)							
3348736480	Invoi	TONER/SHREDDER OIL/MEMO BOOKS	182.14	Open	Non		207-52120-206
Total STAPLES BUSINESS ADVANTAGE (3472):			182.14				
TIME WARNER CABLE (89)							
08/17 66256890150	Invoi	AUGUST/SEPTEMBER SERVICE	11.75	Open	Non		101-52200-208
08/17 70590040100	Invoi	AUGUST/SEPTEMBER SERVICE	87.63	Open	Non		101-52200-203
08/17 71406480108	Invoi	AUGUST/SEPTEMBER SERVICE	139.74	Open	Non		207-52120-203
Total TIME WARNER CABLE (89):			239.12				
UNIFORM SHOPPE (434)							
268235	Invoi	UNIFORM	50.00	Open	Non		207-52120-212
Total UNIFORM SHOPPE (434):			50.00				
UNITED PAPER CORP (700)							
117229	Invoi	BOWL CLEANER/BATH TISSUE	240.32	Open	Non		204-55420-222
Total UNITED PAPER CORP (700):			240.32				
VERHAGEN, GREG (4761)							
RJT PROGRAM 20	Invoi	REIMBURSE RUN JUMP THROW & FUN RUN PURC	181.64	Open	Non		101-34413
Total VERHAGEN, GREG (4761):			181.64				
VERIZON WIRELESS (3606)							
9790510472	Invoi	JULY/AUGUST SERVICE	130.82	Open	Non		101-52200-203
Total VERIZON WIRELESS (3606):			130.82				
VILLAGE OF LITTLE CHUTE (1404)							
AUGUST 2017	Invoi	SAFETY CENTER	263.84	Open	Non		207-52120-249
AUGUST 2017	Invoi	SAFETY CENTER	65.96	Open	Non		101-52250-249
AUGUST 2017	Invoi	VILLAGE HALL	172.56	Open	Non		101-51650-249
AUGUST 2017	Invoi	CIVIC CENTER	342.01	Open	Non		206-55110-249
AUGUST 2017	Invoi	DOYLE PARK DPI RESTROOMS	1,143.11	Open	Non		101-55200-249
AUGUST 2017	Invoi	HERITAGE PARK	78.56	Open	Non		101-55200-249
AUGUST 2017	Invoi	LEGION PARK SPRINKLER	641.97	Open	Non		101-55200-249
AUGUST 2017	Invoi	LEGION PARK RESTROOMS	699.41	Open	Non		101-55200-249
AUGUST 2017	Invoi	VAN LIESHOUT PARK	495.40	Open	Non		101-55200-249

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
AUGUST 2017	Invoi	VAN LIESHOUT PARK CONCESSION	10.97	Open	Non	101-55200-249	
AUGUST 2017	Invoi	HEESAKKER PARK-BUBBLER	13.89	Open	Non	101-55200-249	
AUGUST 2017	Invoi	HEESAKKER PARK RESTROOM	80.27	Open	Non	101-55200-249	
AUGUST 2017	Invoi	DOYLE SHELTER	17.61	Open	Non	101-55200-249	
AUGUST 2017	Invoi	DOYLE PARK POOL RESTROOMS	388.83	Open	Non	101-55200-249	
AUGUST 2017	Invoi	DOYLE PARK POOL RESTROOMS	388.82	Open	Non	204-55420-249	
AUGUST 2017	Invoi	DOYLE PARK POOL OFFICE	12.95	Open	Non	204-55420-249	
AUGUST 2017	Invoi	DOYLE PARK - LOW FLOW	1,312.81	Open	Non	204-55420-249	
AUGUST 2017	Invoi	PUMP STATION JEFFERSON ST	21.45	Open	Non	620-53624-249	
AUGUST 2017	Invoi	#3 WELL WASHINGTON ST	15.68	Open	Non	620-53624-249	
AUGUST 2017	Invoi	900 RANDOLPH DR	258.35	Open	Non	460-53460-249	
AUGUST 2017	Invoi	839 MOASIS DR C	11.32	Open	Non	460-53460-249	
AUGUST 2017	Invoi	1401 E ELM DRIVE-VILLAGE GARAGE	134.80	Open	Non	101-53310-249	
AUGUST 2017	Invoi	3609 FREEDOM RD	8.25	Open	Non	630-53441-249	

Total VILLAGE OF LITTLE CHUTE (1404):

6,578.82

VONBRIESEN & ROPER S.C. (4686)

239775 Invoi LEGAL SERVICES

780.00 Open Non

207-52120-262

Total VONBRIESEN & ROPER S.C. (4686):

780.00

WE ENERGIES (2788)

4494800612 08/17	Invoi	DOYLE POOL	1,333.26	Open	Non	204-55420-249
4494800612 08/17	Invoi	200 E MCKINLEY ST - FVMPD	29.93	Open	Non	207-52120-249
4494800612 08/17	Invoi	200 E MCKINLEY ST - FIRE DEPT	19.95	Open	Non	101-52250-249
4494800612 08/17	Invoi	920 WASHINGTON ST	10.45	Open	Non	620-53624-249
4494800612 08/17	Invoi	PLANT #1	9.90	Open	Non	620-53624-249
4494800612 08/17	Invoi	PLANT #2	9.90	Open	Non	620-53624-249
4494800612 08/17	Invoi	CIVIC CENTER	97.68	Open	Non	206-55110-249
4494800612 08/17	Invoi	LC WELL #4 PUMPHOUSE	13.09	Open	Non	620-53624-249
4494800612 08/17	Invoi	STREET LIGHTS	1,124.64	Open	Non	101-53300-249
4494800612 08/17	Invoi	PUMP STATION @ EVERGREEN & FRENCH	153.68	Open	Non	620-53624-249
4494800612 08/17	Invoi	108 W MAIN ST	195.66	Open	Non	101-51650-249
4494800612 08/17	Invoi	839 MOASIS DR, UNIT 3	9.90	Open	Non	460-53460-249
4494800612 08/17	Invoi	CROSSWINDS LED STREET LIGHTS	56.23	Open	Non	101-53300-249

Total WE ENERGIES (2788):

3,064.27

WI DEPT OF TRANSPORTATION (2756)

L45848 Invoi MUNI002103 39500-MILL STREET BRIDGE

232,687.81 Open Non

452-50422-263

Total WI DEPT OF TRANSPORTATION (2756):

232,687.81

Grand Totals:

291,178.31

Report GL Period Summary

Vendor number hash:	96658
Vendor number hash - split:	175626
Total number of invoices:	43
Total number of transactions:	116

VILLAGE OF LITTLE CHUTE

Invoice Register - PREPAID INVOICES

Input Dates: 8/25/2017 - 8/25/2017

Page: 5

Sep 01, 2017 09:39AM

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	<u>291,178.31</u>	<u>291,178.31</u>
Grand Totals:	<u>291,178.31</u>	<u>291,178.31</u>

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Report Criteria:

Invoice Detail.Voided = {} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
CARDMEMBER SERVICE (178)							
08/17 11041500068	Invoi	STORAGE-LFV17	88.00	Open	Non		207-52120-218
08/17 11041500068	Invoi	I-CLOUD STORAGE	2.99	Open	Non		207-52120-218
08/17 11041500068	Invoi	TRAINING ACCOMODATION-I.MURPHY	164.00	Open	Non		207-52120-201
08/17 11041500068	Invoi	TRAINING-A. SWINGLE	75.25	Open	Non		207-52120-201
08/17 11041500068	Invoi	PELICAN CASES	519.98	Open	Non		207-52120-301
08/17 11041500068	Invoi	EVIDENCE SUPPLIES	768.83	Open	Non		207-52120-218
08/17 11041500068	Invoi	HOLLANDER'S	31.95	Open	Non		101-51400-211
08/17 11041500068	Invoi	EST. FEES FOR 07/17 - 07/18	305.82	Open	Non		101-55300-218
08/17 11041500068	Invoi	SMALL EQUIPMENT FUEL	45.00	Open	Non		101-55200-247
08/17 11041500068	Invoi	REC PROGRAM ITEMS	76.73	Open	Non		101-55300-218
08/17 11041500068	Invoi	REC PROGRAM ITEMS	4.00	Open	Non		101-55300-218
08/17 11041500068	Invoi	PAPER/PRINTER INK/MASKING TAPE	48.76	Open	Non		204-55420-206
08/17 11041500068	Invoi	CONCESSION PIZZAS	18.00	Open	Non		204-55420-211
08/17 11041500068	Invoi	BAGS/SLIDE WAX/TOWELS/SUPPLIES	54.17	Open	Non		204-55420-218
08/17 11041500068	Invoi	RESTROOM CLEANING TOWELS	15.00	Open	Non		101-55200-222
08/17 11041500068	Invoi	RESTROOM CLEANING GLOVES	17.88	Open	Non		101-55200-222
08/17 11041500068	Invoi	SMALL EQUIPMENT FUEL	42.00	Open	Non		101-55200-247
08/17 11041500068	Invoi	REC PROGRAM ITEMS	149.54	Open	Non		101-55300-218
08/17 11041500068	Invoi	EVENT FEES FOR REC EVENT	213.00	Open	Non		101-55300-218
08/17 11041500068	Invoi	CONCESSION PIZZAS	10.00	Open	Non		204-55420-211
08/17 11041500068	Invoi	PROGRAM MOVIE RENTAL	8.40	Open	Non		101-55300-218
08/17 11041500068	Invoi	REC CARNIVAL PRIZES	14.36	Open	Non		101-55300-218
08/17 11041500068	Invoi	REC CARNIVAL PRIZES	21.00	Open	Non		101-55300-218
08/17 11041500068	Invoi	REC CARNIVAL PRIZES	55.98	Open	Non		101-55300-218
08/17 11041500068	Invoi	CREW LUNCH DURING FAMILY FUN FEST	59.00	Open	Non		101-55300-218
08/17 11041500068	Invoi	FAMILY FUN FEST BURGERS & HOT DOGS	1,014.20	Open	Non		101-55300-218
08/17 11041500068	Invoi	FAMILY FUN FEST ICE	31.50	Open	Non		101-55300-218
08/17 11041500068	Invoi	SMALL EQUIPMENT FUEL	45.00	Open	Non		101-55200-247
08/17 11041500068	Invoi	REC CARNIVAL PRIZES	157.91	Open	Non		101-55300-218
08/17 11041500068	Invoi	EVENT FEES FOR REC EVENT	236.30	Open	Non		101-55300-218
08/17 11041500068	Invoi	TENNIS EQUIPMENT BAG	49.95	Open	Non		101-55300-218
08/17 11041500068	Invoi	TENNIS RACQUETS & BALL HOPPER	215.00	Open	Non		101-55300-218
08/17 11041500068	Invoi	REC CARNIVAL PRIZES	7.96	Open	Non		101-55300-218
08/17 11041500068	Invoi	REC PROGRAM ITEMS	51.84	Open	Non		101-55300-218
08/17 11041500068	Invoi	POOL WRISTBANDS	100.00	Open	Non		204-55420-218
08/17 11041500068	Invoi	POSTING CHARGES FOR PLAZA MOVIES	7.20	Open	Non		101-55300-218
08/17 11041500068	Invoi	FUEL	76.66	Open	Non		101-53330-217
08/17 11041500068	Invoi	TRAPPING LICENSE-WEGAND	20.00	Open	Non		630-53441-253
08/17 11041500068	Invoi	PAINT & STAKES FOR HARVEST TRAIL	79.66	Open	Non		452-51210-263
08/17 11041500068	Invoi	AMAZON PRIME MEMBERSHIP	99.00	Open	Non		101-52200-208
08/17 11041500068	Invoi	WSFIA	275.00	Open	Non		101-52200-201
08/17 11041500068	Invoi	AMAZON	7.99	Open	Non		101-52200-206
08/17 11041500068	Invoi	NATL FIRE PROTECTION ASSC.	88.15	Open	Non		101-52200-208
08/17 11041500068	Invoi	NLI SHAREFILE	194.25	Open	Non		101-51420-208
08/17 11041500068	Invoi	GOVERNMENT FINANCE	435.00	Open	Non		101-51420-208
08/17 11041500068	Invoi	BACKGROUND CHECKS FOR OPERATOR LICENS	63.00	Open	Non		101-51440-218
08/17 11041500068	Invoi	CREDIT	.20-	Open	Non		101-55300-218
Total CARDMEMBER SERVICE (178):			6,065.01				
Grand Totals:			6,065.01				

Vendor number hash: 178
Vendor number hash - split: 8366
Total number of invoices: 1
Total number of transactions: 47

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	6,065.01	6,065.01
Grand Totals:	6,065.01	6,065.01

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Report Criteria:

Invoice Detail.Voided = {} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
APWA (3373)							
91313 2017	Invoi	MEMBERSHIP-ELRICK	205.00	Open	Non		101-53100-208
Total APWA (3373):							
			205.00				
AUGUST WINTER & SONS INC (3168)							
L000191600198-4	Invoi	PAYMENT #4 WELL #1 PUMPHOUSE	233,320.00	Open	Non		620-19250
L000191600198-5	Invoi	PAYMENT #5 WELL #1 PUMPHOUSE	79,923.50	Open	Non		620-19250
Total AUGUST WINTER & SONS INC (3168):							
			313,243.50				
AUTOMOTIVE SUPPLY (121)							
60775604	Invoi	COOLANT HOSE	79.89	Open	Non		101-53330-218
Total AUTOMOTIVE SUPPLY (121):							
			79.89				
BAUM MACHINE INC (3189)							
62525	Invoi	LEAF SWEEPER REPAIR	1,445.00	Open	Non		101-53330-225
Total BAUM MACHINE INC (3189):							
			1,445.00				
BERGSTROM FORD OF FOX VALLEY (3484)							
48226	Invoi	HOSE FOR TRUCK #44	23.80	Open	Non		101-53330-225
Total BERGSTROM FORD OF FOX VALLEY (3484):							
			23.80				
CARDMEMBER SERVICE (178)							
08/17 95000113094	Invoi	FUEL	12.40	Open	Non		206-55110-242
08/17 95000113094	Invoi	FUEL	12.40	Open	Non		207-52120-242
Total CARDMEMBER SERVICE (178):							
			24.80				
COURT REFUNDS (4746)							
LFV17-002139	Invoi	RESTITUTION FROM CITATION LFV17002139	118.84	Open	Non		101-35101
Total COURT REFUNDS (4746):							
			118.84				
FEHR GRAHAM ENGINEERING & (4414)							
78071	Invoi	2017 ANNUAL SAFETY REQUIREMENTS	1,192.50	Open	Non		101-53310-213
Total FEHR GRAHAM ENGINEERING & (4414):							
			1,192.50				
FESTIVE BALLOONS (4507)							
356	Invoi	BALLOONS FOR PARTY ON THE PLAZA	150.00	Open	Non		101-55300-218
Total FESTIVE BALLOONS (4507):							
			150.00				
FOX VALLEY HUMANE ASSOCIATION (971)							
JUNE 2017	Invoi	JUNE HANDLE FEES	231.05	Open	Non		207-52120-204
Total FOX VALLEY HUMANE ASSOCIATION (971):							
			231.05				
G&K SERVICES (1789)							
6011585609	Invoi	TOWELS, DUSTMOPS, AND MOPS	33.35	Open	Non		206-55110-243

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
6011585609	Invoi	TOWELS, DUSTMOPS, AND MOPS	33.35	Open	Non		101-51650-243
Total G&K SERVICES (1789):			66.70				
HEART OF THE VALLEY (280)							
070717MP	Invoi	JULY HOV METER PAYABLE	3,801.00	Open	Non		610-21110
Total HEART OF THE VALLEY (280):			3,801.00				
HEID MUSIC (417)							
1953923	Invoi	SHEET MUSIC	40.00	Open	Non		101-55480-218
Total HEID MUSIC (417):			40.00				
HORTONVILLE HIGH SCHOOL (4324)							
LC MIDDLE	Invoi	C-STARS COMPETITION FEE	349.00	Open	Non		101-34413
Total HORTONVILLE HIGH SCHOOL (4324):			349.00				
IMPERIAL SUPPLIES LLC (4069)							
1000TH9231	Invoi	WEATHER PACK CRIMPING TOOL, WIRE, AND SEA	191.53	Open	Non		101-53330-218
Total IMPERIAL SUPPLIES LLC (4069):			191.53				
JX ENTERPRISES INC (3079)							
G-272080009	Invoi	CRANKCASE BREATHER/FILTER & DIAGNOSIS	337.59	Open	Non		101-53330-204
G-272080009	Invoi	CRANKCASE BREATHER/FILTER & DIAGNOSIS	130.84	Open	Non		101-53330-225
Total JX ENTERPRISES INC (3079):			468.43				
KUENY ARCHITECTS LLC (4773)							
4714	Invoi	PROGRESS PYMT-CONSTRUCTION PHASE 85%	5,100.00	Open	Non		460-51103-204
Total KUENY ARCHITECTS LLC (4773):			5,100.00				
LARRY'S PIGGLY WIGGLY (259)							
1049741600	Invoi	FAMILY FUN FEST-PROPANE 7/24	18.89	Open	Non		101-55300-218
1050280749	Invoi	FAMILY FUN FEST-PROPANE 7/25	17.99	Open	Non		101-55300-218
1050811300	Invoi	FAMILY FUN FEST-BUNS & ONIONS 7/25	268.97	Open	Non		101-55300-218
1052471416	Invoi	FAMILY FUN FEST-PROPANE 7/26	17.99	Open	Non		101-55300-218
1052841621	Invoi	CREDIT-RETURNED BUNS-FAMILY FUN FEST	59.70	Open	Non		101-55300-218
21042081343	Invoi	REC PROGRAM ITEMS 7/31	53.96	Open	Non		101-55300-218
22057531019	Invoi	FAMILY FUN FEST-CREW LUNCH 7/25	15.49	Open	Non		101-55300-218
23007471056	Invoi	REC PROGRAM ITEMS 7/14	8.91	Open	Non		101-55300-218
23019421534	Invoi	REC PROGRAM ITEMS 7/17	31.65	Open	Non		101-55300-218
23031850958	Invoi	REC PROGRAM ITEMS 7/21	53.35	Open	Non		101-55300-218
24002461536	Invoi	CONCESSION PIZZAS 7/6	33.00	Open	Non		204-55420-211
24015351215	Invoi	CONCESSION PIZZAS 7/11	33.00	Open	Non		204-55420-211
24038461543	Invoi	CONCESSION PIZZAS 7/20	24.00	Open	Non		204-55420-211
24038471544	Invoi	REC PROGRAM ITEMS 7/20	9.57	Open	Non		101-55300-218
24046391557	Invoi	REC PROGRAM ITEMS 7/24	46.34	Open	Non		101-55300-218
24055311755	Invoi	REC PROGRAM ITEMS 7/27	8.27	Open	Non		101-55300-218
24057411551	Invoi	CONCESSION PIZZAS 7/28	40.00	Open	Non		204-55420-211
25057091547	Invoi	REC PROGRAM ITEMS 7/10	25.91	Open	Non		101-55300-218
25063781800	Invoi	REC PROGRAM ITEMS 7/13	4.95	Open	Non		101-55300-218

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
		Total LARRY'S PIGGLY WIGGLY (259):	<u>652.54</u>				
MAIN EVENT STEAKHOUSE (4577)		08182017 Invoi MILLSTONE BIERHUIS DRAW #3	9,951.76	Open	Non	221-13928	
		Total MAIN EVENT STEAKHOUSE (4577):	<u>9,951.76</u>				
MONROE TRUCK EQUIPMENT INC (2571)							
776989	Invoi	SWITCH FOR TRUCK #1	28.46	Open	Non	101-53330-225	
776989	Invoi	SWITCH FOR TRUCK #1	56.92	Open	Non	101-53330-218	
777198	Invoi	CABLE, SOLENOID, & MOUNTING	581.40	Open	Non	101-53330-225	
		Total MONROE TRUCK EQUIPMENT INC (2571):	<u>666.78</u>				
NEWS PUBLISHING CO INC (857)							
325648	Invoi	NOTICE OF PUBLIC HEARING-1650 FREEDOM RD	44.14	Open	Non	101-51440-227	
331694	Invoi	BOARD OF REVIEW MEETING	21.49	Open	Non	101-51440-227	
333796	Invoi	PUBLIC HEARING VARIANCE-SKIP SMITH	52.17	Open	Non	101-51440-227	
336037	Invoi	PUBLIC HEARING VARIANCE-SKIP SMITH	42.22	Open	Non	101-51440-227	
336416	Invoi	VILLAGE MARKET ADVERTISING	33.00	Open	Non	101-55300-232	
337889	Invoi	LIQUOR LICENSE PUBLICATION	141.46	Open	Non	101-51440-227	
338221	Invoi	VILLAGE MARKET ADVERTISING	33.00	Open	Non	101-55300-232	
340039	Invoi	BOARD OF REVIEW MEETING	129.42	Open	Non	101-51440-227	
340065	Invoi	VILLAGE MARKET ADVERTISING	33.00	Open	Non	101-55300-232	
		Total NEWS PUBLISHING CO INC (857):	<u>529.90</u>				
NORTHERN SEWER EQUIPMENT CO (3142)							
10671	Invoi	1" BALL VALVE AND O-RING	531.64	Open	Non	101-53330-225	
		Total NORTHERN SEWER EQUIPMENT CO (3142):	<u>531.64</u>				
OUTAGAMIE COUNTY TREASURER (486)							
1016482	Invoi	JULY FUEL BILL	64.12	Open	Non	101-52050-247	
1016482	Invoi	JULY FUEL BILL	597.28	Open	Non	630-53442-247	
1016482	Invoi	JULY FUEL BILL	2,080.19	Open	Non	201-53620-247	
1016482	Invoi	JULY FUEL BILL	252.38	Open	Non	101-55200-247	
1016482	Invoi	JULY FUEL BILL	362.07	Open	Non	101-55440-247	
1016482	Invoi	JULY FUEL BILL	34.80	Open	Non	101-55300-247	
1016482	Invoi	JULY FUEL BILL	195.27	Open	Non	101-52200-247	
1016482	Invoi	JULY FUEL BILL	138.23	Open	Non	610-53612-247	
1016482	Invoi	JULY FUEL BILL	229.13	Open	Non	620-53644-247	
1016482	Invoi	JULY FUEL BILL	1,011.41	Open	Non	101-53330-217	
		Total OUTAGAMIE COUNTY TREASURER (486):	<u>4,964.88</u>				
RAY O'HERRON (739)							
1722724-1	Invoi	FIREARMS	5,755.97	Open	Non	207-52120-223	
		Total RAY O'HERRON (739):	<u>5,755.97</u>				
SAM'S CLUB/SYNCHRONY BANK (1728)							
08/17 00204221446	Invoi	MARKERS/GLUE/CRAYONS/PENCILS	11.19	Open	Non	101-55300-206	
08/17 00204221446	Invoi	REC PROGRAM ITEMS 7/13	77.95	Open	Non	101-55300-218	
08/17 00204221446	Invoi	CARNIVAL PRIZES 7/21	102.76	Open	Non	101-55300-218	
08/17 00204221446	Invoi	CARNIVAL PRIZES 7/24	34.90	Open	Non	101-55300-218	

VILLAGE OF LITTLE CHUTE

Invoice Register - PREPAID INVOICES

Input Dates: 8/18/2017 - 8/18/2017

Page: 4
Aug 18, 2017 03:57PM

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
08/17 00204221446	Invoi	FAMILY FUN FEST PRIZES 7/24	18.92	Open	Non	101-55300-218	
08/17 00204221446	Invoi	CARNIVAL PRIZES 8/2	25.01	Open	Non	101-55300-218	
08/17 00204221446	Invoi	REC PROGRAM ITEMS 7/19	41.88	Open	Non	101-55300-218	
08/17 00204221446	Invoi	CONCESSION ITEMS 7/19	323.87	Open	Non	204-55420-211	
08/17 00204221446	Invoi	FAMILY FUN FEST ITEMS 7/19	907.88	Open	Non	101-55300-218	
08/17 00204221446	Invoi	CONCESSION ITEMS 8/2	102.26	Open	Non	204-55420-211	
08/17 00204221446	Invoi	CARNIVAL EVENT ITEMS 8/2	230.03	Open	Non	101-55300-218	
Total SAM'S CLUB/SYNCHRONY BANK (1728):			<u>1,876.65</u>				
STAPLES BUSINESS ADVANTAGE (3472)							
3345372461	Invoi	FIRST AID KIT	17.55	Open	Non	101-51440-221	
3345372461	Invoi	COPY PAPER	61.74	Open	Non	101-51650-207	
3345372461	Invoi	COPY PAPER	40.43	Open	Non	101-51650-207	
Total STAPLES BUSINESS ADVANTAGE (3472):			<u>119.72</u>				
VANDEN HEUVEL, JUDD (4737)							
2017 BOARD	Invoi	BOARD OF REVIEW	35.00	Open	Non	101-51110-113	
Total VANDEN HEUVEL, JUDD (4737):			<u>35.00</u>				
VINTON CONSTRUCTION CO (29)							
L000191400643B-4	Invoi	PROGRESS PYMT #4 MCKINLEY AVE RECONSTR	63,043.70	Open	Non	452-51105-263	
Total VINTON CONSTRUCTION CO (29):			<u>63,043.70</u>				
WAUWATOSA WEST HIGH SCHOOL (4864)							
LC MIDDLE	Invoi	REGISTRATION FOR 11/18/17 DANCE INVITE	270.00	Open	Non	101-34413	
Total WAUWATOSA WEST HIGH SCHOOL (4864):			<u>270.00</u>				
Grand Totals:			<u>415,129.58</u>				

Report GL Period Summary

Vendor number hash: 91600
 Vendor number hash - split: 127815
 Total number of invoices: 57
 Total number of transactions: 82

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	415,129.58	415,129.58
Grand Totals:	<u>415,129.58</u>	<u>415,129.58</u>

Report Criteria:

Invoice Detail.Voided = {=} FALSE

Report Criteria:

Invoice Detail.Voided = {} FALSE

Invoice	Type	Description	Total Cost	Terms	1099	PO Number	GL Account
BUILDING SERVICE INC (4436)							
95148A	Invoi	TENNSCO VENTILATED LOCKERS - 50% DOWN P	2,334.52	Open	Non		460-51103-285
95148A	Invoi	OFFICE FURNITURE - 50% DOWN PAYMENT	8,610.33	Open	Non		460-51103-285
Total BUILDING SERVICE INC (4436):							
			10,944.85				
LITTLE CHUTE DIAMOND CLUB INC (4751)							
08142017	Invoi	DIAMOND CLUB FACILITY	320,000.00	Open	Non		420-13930
Total LITTLE CHUTE DIAMOND CLUB INC (4751):							
			320,000.00				
Grand Totals:							
			330,944.85				

Report GL Period Summary

Vendor number hash: 9187
 Vendor number hash - split: 13623
 Total number of invoices: 2
 Total number of transactions: 3

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	330,944.85	330,944.85
Grand Totals:	330,944.85	330,944.85