



MEETING	DATE	TIME	LOCATION
AMENDED Town Board	Tuesday, July 21, 2020	Immediately following Sanitary District	Board Room 1900 W. Grand Chute Blvd.

A. CALL TO ORDER/ROLL CALL

B. APPROVAL OF AGENDA/ORDER OF THE DAY

C. SPECIAL PRESENTATION – Discussion regarding the Fire Department Referendum (GCFD and Gold Cross Ambulance)

D. PUBLIC INPUT

Members of the public are welcome to address the Commission and Town Board. **Individuals are allowed to speak only about agenda items and must fill out a “Request to Speak” form and submit to the Town Clerk prior to the start of the meeting in order to speak during the Public Input segment of the meeting.** This segment is placed early in the agenda so that the public may make their comments prior to any discussion or action by the Commission or Town Board. Individual comments are limited to no more than three minutes each. The Public Input section is limited to a total of 15 minutes. The Commission/Town Board may suspend this rule if deemed necessary. Once the public input segment ends there will be no additional discussion from the audience.

E. CONSENT AGENDA

Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda.)

1. Approval of regular meeting minutes from July 7, 2020 and special meeting minutes from June 30, 2020.
2. Licensing: *(applications on file in the clerk’s office)(License Committee recommends approval)*
 - a. Approval of operator licenses applications to expire: 2022 dated 6/25/2020 and 7/2/2020.
 - b. Operator licenses recommended for denial: Captain and Sauer
3. Appointment of Eric Davidson to the Police and Fire Commission to fill an unexpired term expiring in April 2021.
4. Accept Monthly Reports: Community Development, Fire Department, Police Department, Public Works, and Parks Commission

F. FINANCIAL REPORTS

1. Approval of Voucher List – July 21, 2020
2. Accept monthly budget statement – June 2020

G. NEW BUSINESS

1. Plan Commission Recommendations:
 - a. SE-10-20 Special Exception requested by GCD, LLC, 4620 N. Lynndale Drive, for approval of a Planned Unit Development designation of the White Hawk West Condominium. PC recommends approval.
 - b. CP-03-20 Request by GCD, LLC, 4620 N. Lynndale Drive, for approval of the Condo Plat of White Hawk West Condominium. PC recommends approval.
2. Cemetery reimbursement for the care of veterans graves from Outagamie County in the amount of \$137.67.

3. Approval of Professional Services Agreement with McMahon Associates, Inc. for design, bidding, and construction administration services for a N. Casaloma Drive cul-de-sac in the amount of \$24,600.
4. Approval of Handbook Appendix K: Fire Department Battalion Chiefs.
5. Action on public safety referendum by selection of option #1 or option #2.

H. CLOSED SESSION

1. Motion to convene in Closed Session via roll call vote pursuant to WI. Stats 19.85(1)(e) - 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. (FD Union Contract).
2. Motion to adjourn Closed Session and reconvene Regular Meeting.

G. NEW BUSINESS CONTINUED

6. Discussion/action on closed session items.

I. ADJOURNMENT

Public Notice: Agendas are posted in the following locations: Town Hall bulletin boards & Town website www.grandchute.net 2015 Wisconsin Act 79 allows the publication of certain legal notices on an Internet site maintained by a municipality. This law allows these types of legal notices to be posted in one physical location in the jurisdiction (instead of three) if also placed on an Internet site maintained by the local government.

Special Accommodations: Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Clerk's Office at (920-832-5644) with at least 24-hour notice.

Notice of Possible Quorum: A quorum of the Sanitary Districts, Plan Commission, Board of Review, Licensing Committee, Parks Commission, Community Development Authority, Joint Review Board, Zoning Board of Appeals and/or Police and Fire Commission may be present at this meeting for the purpose of gathering information and possible discussion on items listed on this agenda. However, unless otherwise noted in this agenda, no official action by the Sanitary Districts, Plan Commission, Board of Review, Licensing Committee, Parks Commission, Joint Review Board, Zoning Board of Appeals and/or Police and Fire Commission will be taken at this meeting.

CALL TO ORDER/ROLL CALL

Meeting called to order at 6:34 p.m. by Dave Schowalter, presiding officer.

PRESENT: Dave Schowalter, Brad Gehring (virtual), Jeff Ings, Jeff Nooyen, Travis Thyssen, and Angie Cain, Town Clerk

STAFF: Jim March, Town Administrator; Tim Bantes, Fire Chief; Greg Peterson, Police Chief; Brent Braun, IT Director; Katie Schwartz, Director of Public Works; Julie Wahlen, Finance Director; Mike Patza, Town Planner; Karen Heyrman, Deputy Director of Public Works; Atty. Rossmeissl, Herrling Clark Law Offices; and Nick Vande Hey, McMahon

OTHERS: 0 signed attendance

APPROVAL OF AGENDA/ORDER OF THE DAY

Motion (Nooyen/Ings) to approve the agenda. Motion carried.

PUBLIC INPUT – There was no public input.

CONSENT AGENDA

Approval of regular meeting minutes and public hearing minutes from June 16, 2020 and public hearing minutes from June 18, 2020.

Licensing: *(applications on file in the clerk's office)(License Committee recommends approval)*
Approval of operator licenses applications to expire: 2022 dated 6/11/2020 and 6/18/2020.

Special Event Permit: *(applications on file in the clerk's office)(Special Event Committee recommends approval)*

Appleton Baseball Club, 2400 N. Casaloma Drive (Timber Rattlers Stadium), for wedding fireworks on August 8, 2020. CONDITIONS: 1) No fireworks may begin after 10:00 p.m., and 2) Display must comply with NFPA 1123 standards.

Butte des Morts Country Club, 3600 W. Prospect Avenue, to host a Member Guest Event on July 24, 2020 from 5:00 p.m. until 10:00 p.m. CONDITIONS: Event coordinator must also follow CDC guidelines. Failure to control social distancing requirements may result in immediate forfeiture of the special event permit.

Event Coordinator agrees to the following conditions:

- (1) We will spread all tables of 4 all around the pool deck keeping them at least 6 feet apart.
- (2) We will remind and have signage that we should be maintaining Social Distancing of 6 feet.
- (3) Food and beverages will be served in multiple locations in an effort to spread out the crowd.
- (4) As in the past many members and guests do come and go throughout the evening so please keep in mind that everyone are not here at the same time. Our maximum number in the past at any given time is about 100.
- (5) All BDM employees will be wearing masks and gloves.
- (6) All BDM members and guests will be encouraged to wear masks.
- (7) Butte des Morts Country Club will reduce as many common touch points as possible.
- (8) The area will be sanitized before and after the event with a chlorine based solution.

Motion (Thyssen/Nooyen) to approve the consent agenda. Motion carried.

FINANCIAL REPORTS

Approval of Voucher List – July 7, 2020

\$857,115.04 (95544-95604); Payroll \$303,639.23; ACH \$427,943.43

Motion (Nooyen/Thyssen) to approve the voucher list. Motion carried.

NEW BUSINESS

Plan Commission Recommendations:

CUP-04-20 Request by Town of Grand Chute to allow grading, filling, and extension of a culvert crossing associated with the construction of a multi-use trail on the west side of N. Lynndale Drive. PC recommends approval.

Motion (Nooyen/Thyssen) to approve. Motion carried.

PDD3: PPA-01-20 Request by the Community Development Authority of the Town of Grand Chute, 5000 W. Champion Drive, to allow construction of a parking lot addition and associated site improvements at the Community First Champion Center. PC recommends approval. (*Resolution TBR-18-2020*).

Motion (Thyssen/Nooyen) to approve. Motion carried.

FP-01-20 Request by ABS1, LLC dba Investors Community Bank, 3740 N. Investors Court, for approval of the Final Plat of Investors Park. PC recommends approval.

Motion (Nooyen/Thyssen) to approve.

Supv. Ings read a statement about the project that explained his concern over the drainage problems in the area to include Ms. Linda Noie's property. He would like to see the water/drainage problems fixed before anymore construction takes place in the area.

Chairman Schowalter responded that the drainage problem was worse 15 years ago. Ms. Noie fixed her drain tiles for her house and they haven't heard of any issues since she had them fixed.

Supv. Thyssen confirmed with Planner Patza that any new construction has to contain its watershed on its own property and have it released through the watershed plan.

Nick Vande Hey, McMahon Associates, explained that they have a baseline to measure to make sure that things are not getting worse. He provided an overview of the storm water facilities and design. He explained that there has been a lot of rain the past couple of years.

Motion carried. Ings opposed.

CSM-09-20 Request by Town of Grand Chute, 1900 W. Grand Chute Blvd, for approval of a two-lot CSM with roadway dedication (Evergreen Drive extension). Planner Patza to report results from 7/7/2020 PC meeting.

Planner Patza reported that Plan Commission recommended approval.

Motion (Thyssen/Gehring) to approve. Motion carried.

Award of bid, Contract 2020-09 for 2020 Hot Mix Asphalt Paving Program to Northeast Asphalt, Inc. in the amount of \$458,412.30 (award of bid subject to approval of Final Resolutions TBR-13-2020, TBR-14-2020, and TBR-15-2020).

Motion (Nooyen/Gehring) to approve. Motion carried.

RESOLUTIONS

Final Resolution TBR-13-2020 authorizing the commencement of work or improvements and special assessments for street reclamation and paving location on E. Ridge Haven Lane (N. Ballard Road to Osprey Drive) as located in the Town of Grand Chute and levying special assessments against abutting property owners or on an area wide basis to specially benefiting property owners under chapter 60 and 66.0703 Wis. Stats., 2017-18 as amended, et al., and the Town's Police Power.

Motion (Nooyen/Gehring) to approve.

Supv. Thyssen questioned the assessment amount for Weyenberg's property due to the irregular shape and size.

Dir. Schwartz explained that the other assessment option was a per-lot assessment and their assessment would have increased in that scenario.

Motion carried. Ings abstained.

Final Resolution TBR-14-2020 authorizing the commencement of work or improvements and special assessments for street reclamation and paving location on W. Wheeler Road (Termini to N. Westhill Boulevard) as located in the Town of Grand Chute and levying special assessments against abutting property owners or on an area wide basis to specially benefiting property owners under chapter 60 and 66.0703 Wis. Stats., 2017-18 as amended, et al., and the Town's Police Power.

Motion (Thyssen/Gehring) to approve. Motion carried.

Final Resolution TBR-15-2020 authorizing the commencement of work or improvements and special assessments for street reclamation and paving location on N. McCarthy Road (W. Edgewood Drive to 3900-foot south) as located in the Town of Grand Chute and levying special assessments against abutting property owners or on an area wide basis to specially benefiting property owners under chapter 60 and 66.0703 Wis. Stats., 2017-18 as amended, et al., and the Town's Police Power.

Motion (Nooyen/Thyssen) to approve. Motion carried.

ADJOURNMENT

Motion (Nooyen/Thyssen) to adjourn meeting. Motion carried.

Meeting adjourned at 6:59 p.m.

These minutes were taken at a regular meeting held on July 7, 2020 and entered in this record book, July 8, 2020 by:

Angie Cain, Town Clerk
Town of Grand Chute

INITIAL DRAFT

SPECIAL TOWN BOARD MEETING – TOWN OF GRAND CHUTE – 1900 W. GRAND CHUTE BLVD., GRAND CHUTE, WI – JUNE 30, 2020

CALL TO ORDER/ROLL CALL

Virtual meeting called to order at 3:00 p.m. by Dave Schowalter, presiding officer.

PRESENT: Dave Schowalter, Brad Gehring, Jeff Ings, Jeff Nooyen (3:05 p.m.), Travis Thyssen, and Angie Cain, Town Clerk

STAFF: Jim March, Town Administrator; Tim Bantes, Fire Chief; Greg Peterson, Police Chief; Brent Braun, IT Director; Katie Schwartz, Director of Public Works; Julie Wahlen, Finance Director; Matt Kasriel, Assist. Fire Chief; Sarah Ziemba, HR Director; Tyler DeBruin, GIS Tech; and Atty. Rossmeissl, Herrling Clark Law Offices

OTHERS: 3 signed attendance

APPROVAL OF AGENDA/ORDER OF THE DAY

Motion (Thyssen/Gehring) to approve the agenda. Motion carried.

CONSENT AGENDA

Special Event Committee recommends the approval of the following special events with conditions: Kim-Com Promotion to have Paperfest Drive-In Concerts July 23-25, 2020 at the Timber Rattlers Stadium. (conditions listed in the agenda packet)

Appleton Alliance Church Student Ministries to have a Greenhouse Family Drive-in Movie on July 22, 2020 in the parking lot of Appleton Alliance Church. (conditions listed in the agenda packet)

Motion (Thyssen/Gehring) to approve the consent agenda with conditions listed. Motion carried.

NEW BUSINESS

Discussion/action on a public safety referendum for the upcoming November election.

Chief Bantes presented a PowerPoint that provided two options to the Town Board for a referenda in November.

Option #1 included the following:

- Hiring of eight paramedic/firefighters
- Hiring of one battalion chief
- Promotion of three engineers and three lieutenants
- Total of nine new personnel
- Total referendum cost estimate would be \$873,481.00
- Impact on tax rate for \$200,000 home would be \$5.92 per month or \$71.06 per year
- This will ensure there are three staffed fire apparatus daily
 - Additional personnel will staff ladder truck, cross-staff ARV as staffing allows
 - Will allow for implementation of ALS Engine Company Program

Option #2 included the following:

- Hiring of eleven paramedic/firefighters
- Hiring of one battalion chief
- Promotion of three engineers and three lieutenants
- Total of twelve new personnel
- Total referendum cost estimate would be \$1,160,626.00

SPECIAL TOWN BOARD MEETING – TOWN OF GRAND CHUTE – 1900 W. GRAND CHUTE BLVD., GRAND CHUTE, WI – JUNE 30, 2020

- Impact on tax rate for \$200,000 home would be \$7.87 per month or \$94.42 per year
- This will ensure there are three staffed fire apparatus daily and ARV daily
 - Additional personnel will cross-staff ALS, ARV, and ladder truck
 - Will allow for implementation of ALS Engine Company Program

If there are more than two calls at one time, Grand Chute Fire is not coming and they need to rely on mutual aid.

A handout was provided that listed a summary of the Fox Valley Staffed Fire Departments and how Grand Chute compares to the others with and without the additional firefighters.

Supv. Thyssen questioned if a gradual increase was figured in for the next few upcoming years to account for the salary increases.

Dir. Wahlen explained the levy limit and the net new construction increases which generally does not cover the increases. She said training and equipment was not figured into the numbers. That could be figured into the numbers and would help cover the increases for the following years.

The Board mentioned that if they hired the paramedics, the price would also increase.

Chief Bantes stated that the increase for paramedics would increase it by 3-3.5 percent.

Supv. Gehring asked if the extra staff would decrease any overtime hours.

Chief Bantes explained that right now there is no limit to the number that can be off. They are working on a contract that limits it to two firefighters to be off at the same time. This should help with some of the overtime, if it is ratified.

Chairman Schowalter stated this election would be high turnout and it would be great for the referendum question.

Chief Bantes explained that he doesn't want to ask for too much and risk the referendum not passing.

Supv. Nooyen explained that while he is not opposed to option #2, he wants to be comfortable that it has a good chance in it passing. He feels the referendum question needs to be clear and concise. He feels there should be an educational campaign regarding the referendum.

Chairman Schowalter and Supv. Thyssen thought they should look into option #2 because it would be more long term planning.

Admin. March suggested he would like to see option #1 succeed and be passed. He feels the 3 extra individuals in option #2 might be harder to sell to the public. He is concerned that it is large leap that might not be passed.

Clerk Cain explained that the Board would need to approve the referendum by resolution by August 25, 2020 to get a question on the November ballot.

Atty. Rossmeissl explained that they can bring back two resolutions with the different options.

Admin. March explained they would like to know if the Board supports moving forward with the referendum and then they can ask questions about the options and bring back both options. They can have time to digest it and ask questions.

Motion (Thyssen/Nooyen) to move forward and direct staff to prepare information for a 2020 referendum. Motion carried.

Discussion/action on the Special Assessment Policy in the Town of Grand Chute.

Tyler DeBruin presented a PowerPoint that showed which areas are already urbanized in the Town. The presentation also showed the PASER ratings for the roads. About half of the Town is urbanized.

Dir. Schwartz explained that the surrounding municipalities are all different in how they fund projects, for example, some have a transportation utility fund fee, special assessments, and/or wheel taxes. Many communities are looking at different options. She explained that they should have a study completed that would explain how much money they should be investing in the roads and help them develop a plan. Buchanan recently completed a roadway and engineering study to develop a robust capital improvement plan along with a financial study.

The Board discussed that they have been wrestling with special assessments for the past 15 years. They discussed a possible referendum to have the voters decide what they want to do.

Atty. Rossmeissl provided insight regarding referendum questions on whether they are binding or non-binding referendums. The question is going to be a balancing act where you need to provide enough information to make a meaningful decision but not too much information to cause confusion.

Dir. Schwartz explained that a study would take time to complete with solid data and a plan. This referendum deadline would not be able to be met to include this information in the question. She thinks they would be a year out with a study, putting a plan together with a financial analysis. She thought the earliest a referendum could be completed would be in spring of 2022.

The Board decided that there was not enough time to collect information to move a referendum question forward by the deadline of August 25, 2020.

The Board would like more information in order to make a decision regarding special assessments.

Motion (Thyssen/Nooyen) to direct staff to get proposals for a roadway/engineering/financial study. Motion carried.

CLOSED SESSION

Motion to convene in Closed Session via Roll Call vote pursuant to WI Statutes 19.85 (1) (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

Motion (Thyssen/Nooyen) to convene in Closed Session via Roll Call Vote: Nooyen – aye; Ings – aye; Thyssen – aye; Gehring – aye; and Schowalter – aye. Motion carried.

Roll call taken at 5:43 p.m.

Chairman Schowalter, Supervisors Thyssen, Ings, Nooyen, and Gehring, Administrator March, Chief Peterson, Attorney Rossmeissl, and Clerk Cain attended the Closed Session. Closed Session commenced at 5:43 p.m.

Motion (Nooyen/Thyssen) to adjourn Closed Session and reconvene the regular meeting. Motion carried.

Meeting reconvened at 6:44 p.m.

NEW BUSINESS CONTINUED

There was no discussion or action on closed session items.

ADJOURNMENT

Motion (Nooyen/Thyssen) to adjourn meeting. Motion carried.

Meeting adjourned at 6:44 p.m.

These minutes were taken at a regular meeting held on June 30, 2020 and entered in this record book, July 6, 2020 by:

Angie Cain, Town Clerk
Town of Grand Chute

INITIAL DRAFT

Please Provide Operator's Licenses checks on the following applicants for New and Renewal Operator License, (the license will expire in 2022). Amended applications where background check already complete and now resubmitted

NEW

Approve Deny

- Baerenwald, Heather L
- Bauer, Caitlyn M
- DuPont, Alex E
- Martinez-Tovar, Mario A
- Viars, Jesse L
- Vollmer, Torie L

Capt. Jaeger or Chief Peterson
Capt. Jaeger or Chief Peterson

Date: 7/7/2020

RENEWAL

Approve Deny

- Andrews, Megan L
- Bellile, Amanda L
- June, Jerod N
- Kellett, Carlyn P
- Lillge, Susan A
- Lyrenmann, Sheila M
- Wolfinger, Cindy L

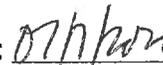
Capt. Jaeger or Chief Peterson
Capt. Jaeger or Chief Peterson

Date: 7/7/2020

Please Provide Operator's Licenses checks on the following applicants for New and Renewal Operator License, (the license will expire in 2022). Amended applications where background check already complete and now resubmitted

<u>NEW</u>	Approve	Deny
Baudhuin, Megan M	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Endres, Courtney A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Garard, Benjamin A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ginger, Heather A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Johnson, Kristina I	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Muchowski, Alyssa M	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pues, Brodie T	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Spindler, Abby E	<input checked="" type="checkbox"/>	<input type="checkbox"/>


 Capt. Jaeger or Chief Peterson

Date: 

<u>RENEWAL</u>	Approve	Deny
Abing, Emma A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Adams, Dale R	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Balatgek, Sonia L	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Boettcher, Patrick T	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fogarty, Jacob M	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gerhardt, Sally A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gunn, Jacqueline R	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hayes, Kimberly A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hietpas, Emilie K	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hupp, John L	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Johnson, Jessica	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Keys, Matthew T	<input checked="" type="checkbox"/>	<input type="checkbox"/>

*Need Certificate

Thank You

Please Provide Operator's Licenses checks on the following applicants for New and Renewal Operator License, (the license will expire in 2022). Amended applications where background check already complete and now resubmitted

RENEWAL cont.

Approve Deny

Kielan, Angela K	<input checked="" type="checkbox"/>	<input type="checkbox"/>
LaRose, Kelly L	<input checked="" type="checkbox"/>	<input type="checkbox"/>
LeClair, Kelly TT	<input checked="" type="checkbox"/>	<input type="checkbox"/>
McCarthy, Clayton R	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mix, McCoy A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Muchowski, Andrew M	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Newhouse, Tracy R	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Nytes, Franklyn G	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Odeman, Annette M	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Riley, Brenna R	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Schwab, Melanni A	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stever, Connie L	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vue, Kong M	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Capt. Jaeger
Capt. Jaeger or Chief Peterson

Date: 7/7/2020

Elizabeth A. Miller

From: Colette R. Jaeger
Sent: Wednesday, June 24, 2020 10:47 AM
To: License Committee Members
Cc: Greg I. Peterson
Subject: Operator License applications - 06-18-20
Attachments: 07-07-20 Tamira Captain.pdf

I have reviewed the applications for operator licenses, dated 06-18-20.

I recommend denial of Tamira Captain (Felony drug conviction-1991). Invitation to the July 7th LC meeting was mailed to her and attached to this email.

I recommend approval of the other 11 applications.

Thanks. ☺

Captain Colette Jaeger, #7704
Technical Operations Division Commander
Grand Chute Police Department
1900 W Grand Chute Blvd
Grand Chute, WI 54913
Admin: 920-832-1575
Office: 920-380-2938
Secure Fax: 920-832-1749



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Elizabeth A. Miller

From: Colette R. Jaeger
Sent: Monday, June 22, 2020 9:12 PM
To: License Committee Members
Cc: Greg I. Peterson
Subject: Operator License applications - 06-11-20
Attachments: 07-07-20 Rebecca Sauer.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

I have reviewed the applications for Operator Licenses, dated 06-11-20.

I recommend denial of Rebecca Sauer (Felony drug conviction-2018; plus forgery conviction-2013; felony rep public official arrest (dismissed and read in with bail jumping)-2014; retail theft habitual criminality-2015). Invitation for her to attend the July 7th Licensing Committee meeting was mailed; copy is attached.

I recommend approval of the other 11 applications.
Thanks. ☺

Captain Colette Jaeger, #7704
Technical Operations Division Commander
Grand Chute Police Department
1900 W Grand Chute Blvd
Grand Chute, WI 54913
Admin: 920-832-1575
Office: 920-380-2938
Secure Fax: 920-832-1749



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TOWN OF GRAND CHUTE - DEPARTMENT OF COMMUNITY DEVELOPMENT

PERMIT ACTIVITY REPORT

REPORT PERIOD - JUNE 2020

	2020				2019			
	JUNE		YTD		JUNE		YTD	
	Number	% of Total						
Permits Issued								
Building Permits	71	48%	262	35%	66	44%	306	37%
Electric Permits	19	13%	144	19%	24	16%	168	20%
Plumbing Permits	34	23%	199	26%	36	24%	200	24%
HVAC Permits	23	16%	151	20%	25	17%	154	19%
Other Permits	0	0%	0	0%	0	0%	0	0%
Total Permits Issued	147		756		151		828	
	2020				2019			
	JUNE		YTD		JUNE		YTD	
	Number	% of Total						
Projects								
New Single Family Dwellings	7	10%	34	13%	8	12%	39	13%
New Duplexes	0	0%	1	0%	0	0%	4	1%
New Multi-Family Dwellings	0	0%	0	0%	0	0%	0	0%
New Residential Access Bldgs	32	45%	66	25%	18	27%	47	15%
New Commercial/Ind Bldgs	0	0%	8	3%	2	3%	8	3%
Residential Additions & Alter	16	23%	64	24%	20	30%	98	32%
Comm/Ind Additions & Alter	8	11%	47	18%	6	9%	51	17%
Signs	6	8%	31	12%	9	14%	34	11%
Other Projects	2	3%	11	4%	3	5%	25	8%
Total Projects	71		262		66		306	
	2020				2019			
	JUNE		YTD		JUNE		YTD	
	Number	% of Total						
Projects By Zone								
Single Family (RSF)	48	68%	151	58%	42	64%	172	56%
Two Family (RTF)	1	1%	3	1%	2	3%	8	3%
Multi-Family (RMF)	2	3%	8	3%	2	3%	16	5%
Local Commercial (CL)	3	4%	27	10%	5	8%	24	8%
Regional Commercial (CR)	7	10%	26	10%	8	12%	41	13%
Planned Commercial (CP)	4	6%	17	6%	3	5%	14	5%
Industrial (IND)	2	3%	20	8%	2	3%	20	7%
Exclusive Agriculture	0	0%	0	0%	0	0%	0	0%
General Agriculture	4	6%	10	4%	2	3%	11	4%
Total Proj. by Zoning Dist.	71		262		66		306	
	2020				2019			
	JUNE		YTD		JUNE		YTD	
	Number	% of Total						
New Dwelling Units								
Construction Costs (Ave.)	\$	279,452	\$	261,574	\$	311,603	\$	251,811
Calculated Permit Fees (Ave.)	\$	697	\$	636	\$	701	\$	656
Finished Floor Area (Ave. sq. ft.)		2,054		2,114		2,422		2,220
Garage Area (Ave. sq. ft.)		788		790		1,050		839
Lot Area (Ave. sq. ft.)		14,576		13,163		12,958		42,140
With Municipal Sewer (%)		100%		100%		88%		95%
With Municipal Water (%)		100%		100%		100%		97%
On Mapped Floodplain Lots (%)		0%		0%		0%		0%
	Year							
	2020 YTD	2019	2018	2017	2016	2015	2014	2013
	Number	% of Total						
New Dwelling Units								
In Single Family Homes	34	69	112	82	66	74	64	70
In Duplexes	2	14	12	8	2	2	2	0
In Multi-Family Apartment Units	0	0	20	190	40	59	8	32

TOWN OF GRAND CHUTE - DEPARTMENT OF COMMUNITY DEVELOPMENT

PERMIT ACTIVITY REPORT

REPORT PERIOD - JUNE 2020

	2020				2019				
	JUNE		YTD		JUNE		YTD		
Costs By Project	Cost	% of Total	Cost	% of Total	Cost	% of Total	Cost	% of Total	
New Single Family Dwellings	\$ 2,250,206	34%	\$ 10,356,371	25%	\$ 2,969,884	32%	\$ 11,581,777	26%	
New Duplexes	\$ -	0%	\$ 348,718	1%	\$ 15,750	0%	\$ 1,013,598	2%	
New Multi-Family Dwellings	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	0%	
New Residential Access Bldgs	\$ 208,065	3%	\$ 428,264	1%	\$ 95,299	1%	\$ 318,493	1%	
New Commercial/Ind Bldgs	\$ 321,856	5%	\$ 8,642,928	21%	\$ 3,733,048	40%	\$ 10,991,634	25%	
Residential Additions & Alter	\$ 445,441	7%	\$ 2,230,826	5%	\$ 397,551	4%	\$ 2,302,900	5%	
Comm/Ind Additions & Alter	\$ 3,247,288	50%	\$ 18,620,262	45%	\$ 1,783,452	19%	\$ 16,580,344	38%	
Signs	\$ 67,411	1%	\$ 686,377	2%	\$ 107,570	1%	\$ 568,242	1%	
Other Projects	\$ -	0%	\$ 166,809	0%	\$ 187,430	2%	\$ 711,757	2%	
Total Costs by Project Type	\$ 6,540,266		\$ 41,480,554		\$ 9,289,984		\$ 44,068,745		
	2020				2019				
	JUNE		YTD		JUNE		YTD		
Costs By Work Type	Cost	% of Total	Cost	% of Total	Cost	% of Total	Cost	% of Total	
Building Construction	\$ 4,973,325	76%	\$ 29,139,411	70%	\$ 5,673,588	61%	\$ 30,794,415	70%	
Electrical	\$ 399,586	6%	\$ 5,316,833	13%	\$ 577,304	6%	\$ 4,683,954	11%	
Plumbing	\$ 759,495	12%	\$ 3,551,953	9%	\$ 647,885	7%	\$ 3,700,021	8%	
HVAC	\$ 407,861	6%	\$ 3,472,357	8%	\$ 2,391,207	26%	\$ 4,890,356	11%	
Other	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	0%	
Total Costs by Work Type	\$ 6,540,266		\$ 41,480,554		\$ 9,289,984		\$ 44,068,745		
	2020				2019				
	JUNE		YTD		JUNE		YTD		
Costs By Zoning District	Cost	% of Total	Cost	% of Total	Cost	% of Total	Cost	% of Total	
Single Family (RSF)	\$ 2,578,778	39%	\$ 11,499,715	28%	\$ 3,434,564	37%	\$ 12,533,224	28%	
Two Family (RTF)	\$ 7,588	0%	\$ 74,831	0%	\$ 10,000	0%	\$ 515,049	1%	
Multi-Family (RMF)	\$ 352,434	5%	\$ 4,450,620	11%	\$ 72,850	1%	\$ 1,645,990	4%	
Local Commercial (CL)	\$ 162,040	2%	\$ 6,235,895	15%	\$ 334,078	4%	\$ 1,406,961	3%	
Regional Commercial (CR)	\$ 2,745,120	42%	\$ 6,033,428	15%	\$ 3,715,448	40%	\$ 20,910,109	47%	
Planned Commercial (CP)	\$ 497,595	8%	\$ 9,570,497	23%	\$ 195,194	2%	\$ 2,290,543	5%	
Industrial (IND)	\$ 128,800	2%	\$ 3,355,756	8%	\$ 8,650	0%	\$ 2,299,313	5%	
Exclusive Agriculture	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	0%	
General Agriculture	\$ 67,912	1%	\$ 259,812	1%	\$ 1,519,200	16%	\$ 2,467,556	6%	
Total Costs by Zoning Dist.	\$ 6,540,266		\$ 41,480,554		\$ 9,289,984		\$ 44,068,745		
	YEAR								
Total Costs By Year	2020 YTD	2019	2018	2017	2016	2015	2014	2013	
	\$ 41,480,554	\$ 87,093,850	\$ 138,074,977	\$ 98,575,584	\$ 78,164,724	\$ 84,987,946	\$ 62,576,835	\$ 65,692,160	
July 15, 2020	Prepared by Cary J. Nate, Chief Building Inspector							Page 2 of 3	

TOWN OF GRAND CHUTE - DEPARTMENT OF COMMUNITY DEVELOPMENT

PERMIT ACTIVITY REPORT

REPORT PERIOD - JUNE 2020

	2020				2019			
	JUNE		YTD		JUNE		YTD	
Fees By Fee Type	Fees	% of Total	Fees	% of Total	Fees	% of Total	Fees	% of Total
Building Permits	\$14,456.00	39%	\$90,991.00	35%	\$17,308.00	35%	\$97,516.00	35%
Electric Permits	\$2,403.00	7%	\$20,732.87	8%	\$2,690.00	5%	\$22,214.00	8%
Plumbing Permits	\$3,128.00	8%	\$18,526.00	7%	\$2,815.00	6%	\$17,971.00	6%
HVAC Permits	\$2,791.00	8%	\$19,822.00	8%	\$5,184.00	10%	\$19,680.01	7%
Building Plan Review	\$1,650.00	4%	\$18,980.00	7%	\$3,800.00	8%	\$26,225.00	9%
SAC Fees	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
1% SAC Fees	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Wis. Uniform Building Seal	\$245.00	1%	\$1,285.00	1%	\$280.00	1%	\$1,540.00	1%
Park Fee	\$2,800.00	8%	\$14,200.00	6%	\$3,200.00	6%	\$18,000.00	6%
Driveway/Access Permits	\$360.00	1%	\$1,800.00	1%	\$600.00	1%	\$2,220.00	1%
Drainage Plan Review	\$0.00	0%	\$850.00	0%	\$500.00	1%	\$1,300.00	0%
Drainage Inspections	\$2,800.00	8%	\$22,100.00	9%	\$4,800.00	10%	\$24,350.00	9%
Erosion Control Plan Review	\$700.00	2%	\$3,500.00	1%	\$800.00	2%	\$4,300.00	2%
Erosion Control Inspections	\$2,100.00	6%	\$10,500.00	4%	\$2,400.00	5%	\$12,450.00	4%
Permit Penalty Fees	\$0.00	0%	\$302.00	0%	\$0.00	0%	\$310.00	0%
Fire Department Impact Fees	\$2,121.00	6%	\$20,383.00	8%	\$3,784.00	8%	\$21,083.00	7%
Assessment Maintenance Fee	\$1,250.00	3%	\$12,910.00	5%	\$2,000.00	4%	\$12,600.00	4%
Total Permit Fees By Zoning Dist.	\$36,804.00		\$256,881.87		\$50,161.00		\$281,759.01	
	2020				2019			
	JUNE		YTD		JUNE		YTD	
Fees By Project Type	Fees	% of Total	Fees	% of Total	Fees	% of Total	Fees	% of Total
New Single Family Dwellings	\$20,901.00	57%	\$100,389.00	39%	\$23,809.00	47%	\$115,970.00	41%
New Duplexes	\$0.00	0%	\$5,057.00	2%	\$280.00	1%	\$13,167.00	5%
New Multi-Family Dwellings	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
New Res. Access Bldgs	\$1,919.00	5%	\$3,946.00	2%	\$835.00	2%	\$2,889.00	1%
New Commercial/Ind Bldgs	\$1,186.00	3%	\$42,210.00	16%	\$8,427.00	17%	\$41,917.00	15%
Residential Additions & Alter	\$2,455.00	7%	\$16,554.00	6%	\$3,998.00	8%	\$21,771.00	8%
Comm/Ind Additions & Alter	\$8,893.00	24%	\$79,860.87	31%	\$10,132.00	20%	\$75,774.01	27%
Signs	\$1,150.00	3%	\$7,250.00	3%	\$1,350.00	3%	\$5,850.00	2%
Other Projects	\$300.00	1%	\$1,615.00	1%	\$1,330.00	3%	\$4,421.00	2%
Total Permits Fees by Project Type	\$36,804.00		\$256,881.87		\$50,161.00		\$281,759.01	
	2020				2019			
	JUNE		YTD		JUNE		YTD	
Fees By Zoning District	Fees	% of Total	Fees	% of Total	Fees	% of Total	Fees	% of Total
Single Family (RSF)	\$24,290.00	66%	\$111,847.00	44%	\$28,350.00	57%	\$131,648.00	47%
Two Family (RTF)	\$115.00	0%	\$1,136.00	0%	\$110.00	0%	\$7,977.00	3%
Multi-Family (RMF)	\$456.00	1%	\$22,057.00	9%	\$675.00	1%	\$11,052.00	4%
Local Commercial (CL)	\$1,262.00	3%	\$34,145.87	13%	\$2,075.00	4%	\$14,777.00	5%
Regional Commercial (CR)	\$7,716.00	21%	\$26,770.00	10%	\$15,374.00	31%	\$83,595.01	30%
Planned Commercial (CP)	\$1,255.00	3%	\$28,861.00	11%	\$1,004.00	2%	\$8,478.00	3%
Industrial (IND)	\$1,182.00	3%	\$29,802.00	12%	\$220.00	0%	\$16,598.00	6%
Agricultural (AED) and (AGD)	\$528.00	1%	\$2,263.00	1%	\$2,353.00	5%	\$7,634.00	3%
Total Permit Fees by Zoning Dist.	\$36,804.00		\$256,881.87		\$50,161.00		\$281,759.01	
	Year							
Total Fees By Year	2020 YTD	2019	2018	2017	2016	2015	2014	2013
	\$ 256,882	\$ 530,320	\$ 742,878	\$ 684,591	\$ 499,080	\$ 537,864	\$ 417,495	\$ 504,511

GRAND CHUTE FIRE DEPARTMENT

JUNE 2020 ACTIVITY REPORT



2250 Grand Chute Boulevard
Grand Chute, Wisconsin 54913
(920) 832-6050

"Protecting the lives, property, and environment for the community we serve."

OPERATIONS DIVISION INCIDENT STATISTICS

<u>INCIDENT TYPE</u>	<u>JUN</u>	<u>YTD</u>
Fire	6	29
Overpressure	0	0
Rescue and EMS	134	723
Hazardous Condition	6	62
Service Call	3	42
Good Intent Call	43	190
False Alarm / Call	9	68
Severe Weather	0	0
Special Incident	1	6

<u>CATEGORY</u>	<u>JUN</u>	<u>YTD</u>
Station #1 Incidents	91	478
Station #2 Incidents	111	642
Overlapping Incidents	36	248
Multi-Company Incidents	13	85
Day (6A-6P) Incidents	126	683
Night (6P-6A) Incidents	76	437
Total Incidents	202	1,120

FRACTILE RESPONSE PERFORMANCE (90th Percentile, Emergent)

<u>TIME</u>	<u>BENCHMARK</u>	<u>JUN</u>	<u>YTD</u>
Processing	1:00	3:08	2:38
Fire Turnout	1:20	1:53	1:50
EMS Turnout	1:00	1:42	1:40
Travel	4:00	6:58	6:25
Fire Total	6:20	10:38	9:29
EMS Total	6:00	8:30	8:41
GCA Total	10:00	15:03	14:33

<u>FIRE LOSS</u>	<u>JUN</u>	<u>YTD</u>
Property Value	\$296,980	\$2,006,602
Property Lost	\$3,680	\$22,837
Property Saved	\$293,300	\$1,983,765

<u>MUTUAL/AUTOMATIC AID</u>	<u>JUN</u>	<u>YTD</u>
Appleton (Given)	0	10
Appleton (Received)	9	26
Fox Crossing (Given)	7	11
Fox Crossing (Received)	9	26
Town of Center (Given)	0	0
Town of Center (Received)	2	2
MABAS Responses	1	2

<u>EMS INCIDENT RESPONSES</u>	<u>JUN</u>	<u>YTD</u>
GCFD Arrived <u>Before</u> GCA	105	597
GCFD Arrived <u>After</u> GCA	21	101
GCFD Arrived <u>Before</u> GCA (Emergent)	73	403
GCFD Arrived <u>After</u> GCA (Emergent)	16	79
GCFD Arrived <u>Before</u> GCA (Non-Emergent)	31	193
GCFD Arrived <u>After</u> GCA (Non-Emergent)	6	23

<u>EMS REASON FOR CALL</u>	<u>JUN</u>	<u>YTD</u>
Abdominal Pain	4	22
Allergic Reaction	0	4
Altered Mental Status	0	3
Animal Bite	0	0
Assault	1	3
Back Pain	0	9
Breathing Problem	11	71
Burns / Explosion	0	0
Carbon Monoxide / Hazmat	0	0
Cardiac Arrest	4	19
Chest Pain	5	42
Choking	1	6
Convulsions / Seizure	7	26
Diabetic Problem	1	15
Electrocution	1	1
Eye Problem	2	6
Falls	20	114
Headache	0	2
Heart Problems	2	17
Heat / Cold Exposure	0	1
Hemorrhage / Laceration	3	24
Invalid Assist / Lifting Assist	2	7
Overdose / Ingestion / Poisoning	6	34
Pregnancy / Childbirth	0	2
Psychiatric Problem	0	6
Sick Person	18	99
Stab / Gunshot Wound	0	3
Stroke / CVA	4	22
Traffic Accident	5	18
Traumatic Injury	7	27
Well Person Check	6	10
Unconscious / Fainting	11	55
Unknown Problem / Person Down	5	13
Not Applicable	0	9





GCPD BEAT



Spring Edition
January - April 2020

INSIDE THIS ISSUE

- *Accreditation*
- *K-9 Cuties*
- *Awards & Commendations*
- *And More!*

GCPD Accreditation



This past December, the Grand Chute Police Department hosted a team of assessors from the Wisconsin Law Enforcement Accreditation Group (WILEAG) to examine all aspects of the Grand Chute Police Department. These assessors looked at operations, management, support services, and departmental policies and procedures to ensure our department voluntarily complies with all 242 standards an agency must follow in order to earn and retain the accredited status.

As a result of this assessment, we are proud to announce that the Grand Chute Police Department is a WILEAG accredited agency!



This is the third time the GCPD has earned this honor after initially becoming accredited in 2014.

Community Policing Report

From January through April, the Grand Chute Police Department participated in 11 different community outreach events. These events included active shooter trainings, security surveys and assessments, crime prevention and various other community outreach events an officer was requested to be present for.

Solutions 2 Wellness Expo

On January 11th, Officer Waas joined the Grand Chute Fire Department, Outagamie County Sheriff's Office, and Gold Cross Ambulance at the Solutions 2 Wellness Expo. The Expo featured over 160 vendors all dedicated to overall wellness and fitness.



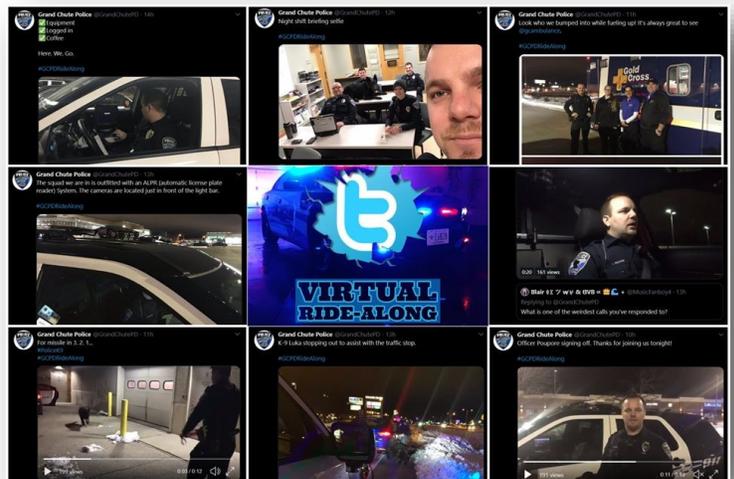
Lunch with the Law

Every month, a lucky student and a friend from Badger Elementary are selected to have lunch with a police officer. Students get to eat with the officer, ask questions, tour their squad car, and sometimes even meet K-9 Fram!

Lunch with the Law is always the highlight of the officer's day!

Virtual Ride-Along

What do officers do during their shift? Drink coffee, eat donuts, and record Tik Tok videos, right? Not quite... In order to highlight our officers and show some of the incredible work they do everyday, the Grand Chute Police Department took to Twitter to provide "virtual ride-alongs". Through the Twitter platform, followers are able to get to know some of the officers that make up the GCPD, respond along with officers to their calls, and ask questions. Through the power of social media, the "Virtual Ride-Along" provides followers an unrivaled look into policing here at the GCPD.





The Kennel

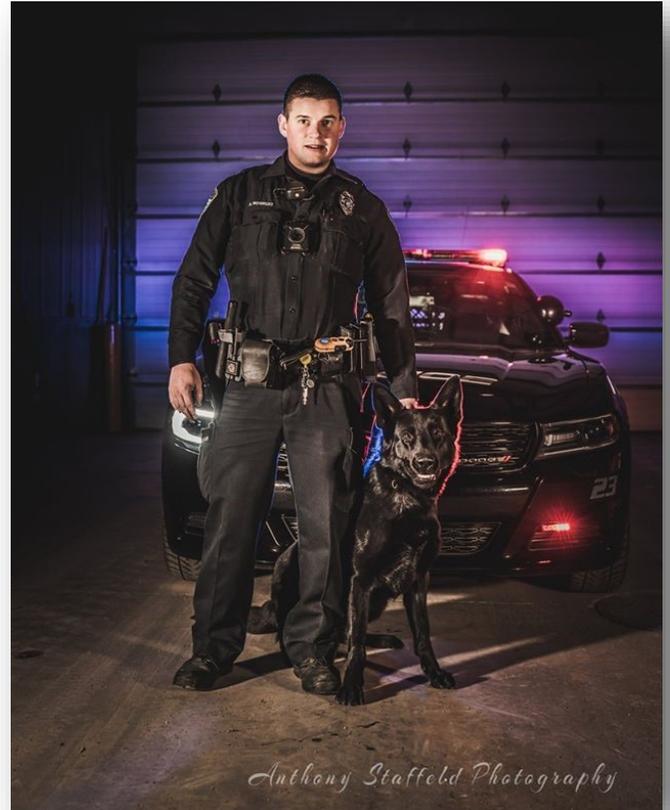
From January 1st through April 30th, K-9 Fram was deployed 43 times, which yielded eight arrests. K-9 Luka was deployed 61 times, yielding five arrests.



On Tuesday, April 21st, officers from the Grand Chute Police Department were called to the parking lot of a local business for a suspicious vehicle and a male occupant that appeared “out of control”. Officer Enneper along with his K-9 partner and other Grand Chute officers arrived on scene and located the vehicle and it’s occupants. Fram was deployed and alerted on the vehicle. Methamphetamine and various drug paraphernalia were located and two of the three vehicle occupants were arrested on outstanding warrants.

Highlights

On Tuesday, April 7th, the Appleton Police Department was called to a gas station within their jurisdiction for a possible drug deal. APD requested Officer Enneper and K-9 Fram respond to sniff the vehicle. K-9 Fram was deployed and alerted on the vehicle. A subsequent search of the vehicle by officers uncovered 1.41 grams of methamphetamine.



**TAKE A BITE OUT OF
CRIME®**

K-9 Cuties

On Friday, February 21st, a young lady named Josie stopped at our police department and handed Captain Velie and Lieutenant Freville a \$700 donation for our K-9 Program. We were told Josie had learned of K-9 Fram's cancer diagnosis and sold "K-9 Cuties" to help raise money for the program.

While speaking with Josie and her mother, we learned that Josie has been going through her own medical situation that led to her stay at Children's Hospital in Milwaukee. While at Children's Hospital, Josie began creating "K-9 Cuties", little pipe cleaner dogs, that she would decorate her hospital room with and drop off at other patient's rooms to help brighten their day.

Once Josie was released from the hospital, she began to sell her "K-9 Cuties" for \$1. Word traveled quickly and soon Josie was flooded with requests for the little dogs. She even received specialty orders from customers asking that she make custom cuties to match the customers' dogs. When Josie and her mother stopped at the Grand Chute Police Department, Josie dropped off a special "K-9 Cutie" for Officer Enneper that she had made in Fram's likeness. It was an incredible surprise!

On February 26th, it was our turn to surprise Josie. Officer Enneper and Officer Weisnicht along with their K-9 partners, Fram and Luka, were invited to crash Josie's school assembly. At the assembly, Josie was presented with a special award and challenge coin for all of her hard work. Officers were honored to present Josie with the Grand Chute Police Department's "K-9 Hero Award" in front of her parents and classmates.



Special Recognition

Citizens Receive Lifesaving Award

On January 14th, at the Town Board meeting, the Grand Chute Fire Department and Grand Chute Police Department recognized some local heroes. These individuals, without hesitation, immediately acted during life-threatening medical emergencies and saved the lives of two patients prior to the arrival of GCFD, GCPD and Gold Cross Ambulance.

For their courage and heroism, they were awarded "Citizen Lifesaving Awards" at the Town Board meeting, and were congratulated by the Town Supervisors, GCFD, GCPD and Gold Cross Ambulance personnel.

Please join us in recognizing these heroes for acting bravely and without hesitation, to save lives!



Officers Receive Commander's Commendation

On March 17th, Officer Kons and Sergeant Gollner were recognized for their exceptional police work. While investigating a simple drug possession case, the duo came across evidence of multiple serious felonies, which included possession of child pornography.

These two officers consistently go above and beyond and embody what it is to truly serve and protect our community. Congratulations, gentlemen!



CORONAVIRUS (COVID-19)

Policing During a Pandemic

Disinfectants, face masks, and social distancing have quickly become the norm since COVID-19 swept across the country in March. The pandemic left everyone struggling to find basic necessities like cleaning supplies, hand sanitizer, and face masks, including first responders.

Like so many other first responder agencies, we put out a call to our community, seeking donations of unused personal protective equipment and the response that we received was overwhelming. We would like to extend our most sincere appreciation to the community members who donated this potentially life-saving equipment to us.

We would also like to recognize the following organizations for their donations and generosity:

- Habitat for Humanity Restore
- Northern Tool & Equipment
- Benshot
- Wisconsin Face Mask Warriors
- Lamar Advertising Company
- Investors Community Bank
- Target
- Starbucks
- Walmart
- Shielded Hearts Northeast Wisconsin



And they say policing is a thankless job...

"Thank you for all your hard work especially in times like these! You make Grand Chute a wonderful place to live and work"
- Melissa & the team at Northern Tool

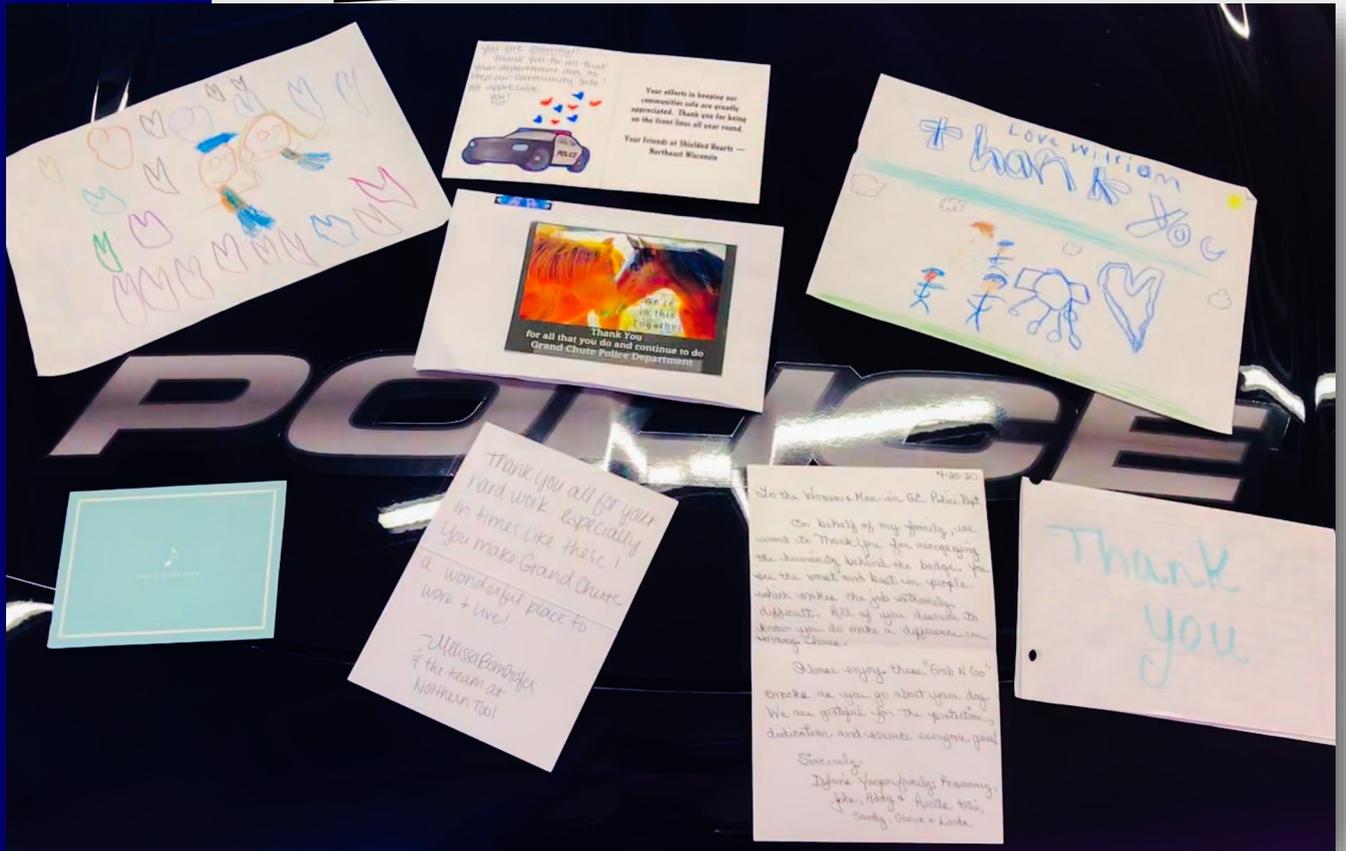
"Thank you for all that your department does to keep our community safe!
We appreciate you!"

"...Thank you for your continued service to the Grand Chute community. Thank you for your daily sacrifices. I think of you often and you are in my prayers."
-Jenna

"...You are Grand Chute's Heroes!"
-Madison

"Thank you for recognizing the humanity behind the badge. You see the worst and best in people, which makes the job extremely difficult but all of you deserve to know you make a difference in many lives. We are grateful for the protection, dedication, and service everyone gives."

"Thank you for everything you do every day. I just wanted you to know you and the services you provide are appreciated. Stay safe! You are in my thoughts and prayers."
-Patti



To: Dave Schowalter, Town Chairman
Members of the Town Board
From: Karen Heyrman, P.E. *Kmh*
Deputy Director of Public Works
Re: Grand Chute Park Commission Monthly Report
Date: July 21, 2020

1. Park Commission Business

The Town of Grand Chute Pedestrian and Bicycle Strategy recommends forming a Pedestrian and Bicycle Advisory Committee to provide community input, transparency, and equality to decisions regarding future pedestrian and bicycle infrastructure projects.

The Park Commission appointed this Ad Hoc Committee to provide recommendations to the Commission to ensure future development and road construction/reconstruction projects are consistent with the Grand Chute Pedestrian and Bicycle Strategy. Committee members are not compensated for their service and will not have the ability to obligate Town funds.

Six residents, one Park Commissioner, and two staff will participate. All are trail advocates, trail users, and passionate about trail development. The will meet on a quarterly basis beginning in September.

The Park Commission concurs with staff recommendation to develop proposals for a permanent canopy next to the playground at Town Center Park. The 2020 budget includes funding for a covered picnic area over an existing concrete patio. Staff researched two manufacturers of commercial type covers for this space and also considered a pergola. The commercial canopy would need to be removed for winter, require a significant footing, and the cost exceeds our budget. The pergola did not provide the shade needed for the space. The building contractor suggests an open air type shelter with a permanent roof to compliment the building. This could also serve as a rentable space. Staff will proceed with a request for proposal to develop bid documents for construction of an open air type shelter in fall of 2020 or spring of 2021. A recommendation to Town Board is planned for August.

The Park Commission discussed virtual meetings if in-person meetings were not possible.

2. Arrowhead Park

Cage's field is complete and being used on a regular basis.



Arrowhead Park Playground project is estimated to start August 17 and be complete at the end of October.

3. Carter Woods Park

The Pavilion has received a fresh coat of paint and we buried pipes for the new gutters with the hope of getting the water away from the building and out of the basement.



4. Trails

We have repaired about 60' of boardwalk trail out at Arrowhead Park. We were going to bid out converting the section of boardwalk trail from Nature's Way to the Arrowhead trail to a floating boardwalk but without baseball going on we are going to try to do it in-house. There is now a national shortage of treated lumber. We placed an order about 4 weeks ago but don't have a delivery date yet.

5. Forestry

Tree inventory is progressing with the hopes of completing it this summer.

We have been hit by the Japanese beetle again this year and have treated over 50 trees for them so far. We are researching a treatment plan for the future at this time. See pictures below.



Grand Chute Police Department

MONTHLY REPORT



June 2020

	This Month	This Month Last Year	% Change	Year to Date	Last Year to Date	% Change
Total # of Incidents ₁	1792	2388	-25%	11596	15309	-24%
Requests for Service	1540	1453	6%	7976	8759	-9%
Officer Initiated	204	916	-78%	3535	6380	-45%
Special Detail Generated	48	19	153%	85	176	-52%
CSO Calls ₁	194	335	-42%	1742	2208	-21%
Citizen Contacts/Warnings	94	338	-72%	863	1893	-54%
SORP Verifications	2	7	-71%	13	19	-32%
Traffic Citations	142	404	-65%	1187	2597	-54%
Speeding	16	104	-85%	234	664	-65%
OWI	7	9	-22%	44	78	-44%
Ordinance Summons	56	69	-19%	359	411	-13%
Retail Theft	38	20	90%	182	155	17%
Parking Tickets	3	6	-50%	115	254	-55%
Warrant Pick Ups	14	25	-44%	103	150	-31%
Accidents	95	116	-18%	508	776	-35%
	This Month	This Month Last Year	% Change	Year to Date	Last Year to Date	% Change
Adult Criminal Confinements	33	27	22%	177	205	-14%
Adult Criminal Referrals	29	31	-6%	193	168	15%
Juvenile Criminal Referrals	2	2	0%	16	8	100%
Emergency Detentions	3	0	300%	25	11	127%
Alcohol Holds	0	0	0%	0	0	0%
False Alarms	30	28	7%	219	202	8%

₁ Contains incidents not previously counted such as crime prevention, business checks, and vacation house checks.

July 14, 2020

Re: Public Works June 2020 Report

Dear Chairman Schowalter and Supervisors:

In addition to the June 2020 Public Works activity report, I wanted to inform you that the Jurisdictional Transfer of a portion of CTH BB/W. Prospect Ave. has been approved by WisDOT and will become effective on December 31, 2020. Ultimately, all of CTH BB/W. Prospect Ave. east of US 41 is intended to be jurisdictionally transferred as segments are reconstructed.

As you may recall, the Town Board approved the Inter-Governmental Agreement for the reconstruction of Prospect Avenue from Seminole Drive to Bartell Drive on August 20, 2019. The agreement included the jurisdictional transfer of this portion of CTH BB/ W. Prospect Ave. from the Count to the City of Appleton and Town of Grand Chute upon completion of the project. The project is currently under construction and is scheduled to be complete in August. The Town of Grand Chute will be responsible for the 0.14 mile segment of W. Prospect Ave. from S. Seminole Rd. to the northeast.

Sincerely,

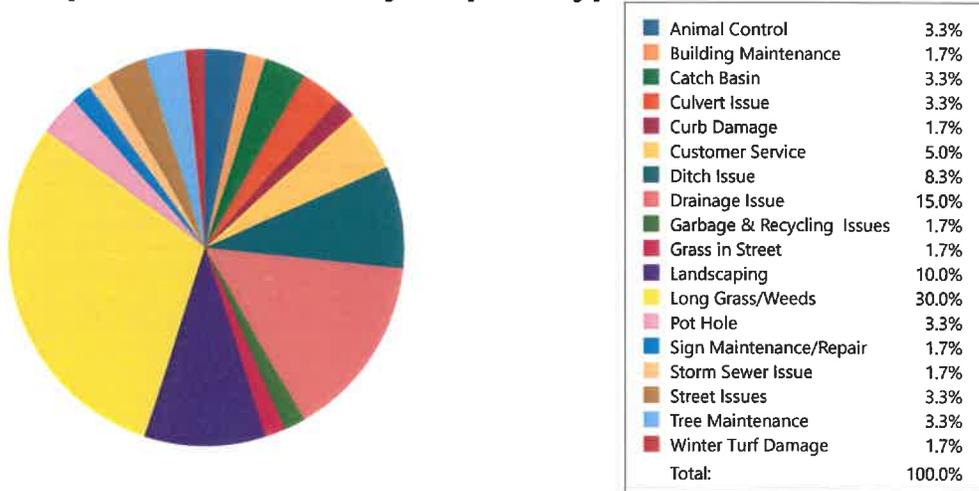
Katie Schwartz

Katie Schwartz, P.E.
Director of Public Works
Town of Grand Chute

Service Request Distribution By Request Type

Request Type	Request Count	Average Duration (days)	Average Duration (hours)	Percentage
Animal Control	2	0.00	0.00	3.3%
Building Maintenance	1	29.00	696.00	1.7%
Catch Basin	2	5.50	132.00	3.4%
Culvert Issue	2	3.00	72.00	3.3%
Curb Damage	1	28.00	672.00	1.7%
Customer Service	3	4.33	104.00	5.0%
Ditch Issue	5	15.20	364.80	8.3%
Drainage Issue	9	18.22	437.33	15.0%
Garbage & Recycling Issues	1	27.00	648.00	1.7%
Grass in Street	1	3.00	72.00	1.7%
Landscaping	6	21.50	516.00	10.0%
Long Grass/Weeds	18	10.72	257.33	30.0%
Pot Hole	2	10.50	252.00	3.3%
Sign Maintenance/Repair	1	13.00	312.00	1.7%
Storm Sewer Issue	1	1.00	24.00	1.7%
Street Issues	2	4.00	96.00	3.3%
Tree Maintenance	2	5.00	120.00	3.3%
Winter Turf Damage	1	2.00	48.00	1.7%
Total Service Requests	60	12.23	293.60	

Service Request Distribution By Request Type



Grand Chute Public Works

Reporting Dates June 2020

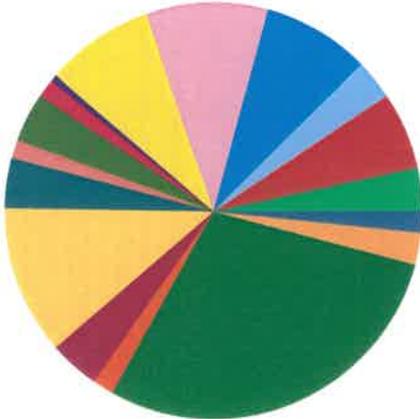
Cost Summary by Task Type

Task Type	Labor Hours	Labor Cost	Equipment Cost	Material Cost	Contractor Cost	Overhead Cost	Total Cost	%
002 Building Maintenance	126.0	\$2,626.43	\$821.40	\$0.00	\$0.00	\$0.00	\$3,447.82	1.8%
030 Forestry	137.5	\$3,225.72	\$1,609.04	\$0.00	\$0.00	\$0.00	\$4,834.76	2.5%
003 Ground Maintenance	1,065.3	\$23,860.75	\$32,837.54	\$0.00	\$0.00	\$0.00	\$56,698.29	28.8%
004 Inspection	85.3	\$2,557.85	\$920.83	\$0.00	\$0.00	\$0.00	\$3,478.68	1.8%
017 Leave	236.0	\$7,512.78	\$0.00	\$0.00	\$0.00	\$0.00	\$7,512.78	3.8%
005 Maintenance	608.5	\$15,537.71	\$7,398.19	\$0.00	\$0.00	\$0.00	\$22,935.90	11.7%
006 Miscellaneous	214.8	\$7,251.55	\$319.68	\$0.00	\$0.00	\$0.00	\$7,571.23	3.9%
008 Park Ground Maintenance	67.5	\$1,664.26	\$812.95	\$0.00	\$0.00	\$0.00	\$2,477.21	1.3%
009 Repair	137.0	\$5,981.75	\$1,893.06	\$0.00	\$0.00	\$0.00	\$7,874.81	4.0%
010 Service/Customer	58.0	\$2,027.63	\$750.36	\$0.00	\$0.00	\$0.00	\$2,777.99	1.4%
011 Services	30.0	\$649.80	\$663.30	\$0.00	\$0.00	\$0.00	\$1,313.10	0.7%
027 Sewer Services	243.3	\$7,220.56	\$8,820.82	\$0.00	\$0.00	\$0.00	\$16,041.38	8.2%
024 Stormwater Maintenance	272.8	\$8,708.99	\$10,077.80	\$0.00	\$0.00	\$0.00	\$18,786.79	9.6%
012 Street Maintenance	309.5	\$9,423.66	\$6,662.23	\$0.00	\$0.00	\$0.00	\$16,085.89	8.2%
013 Structure Repair/Maintenance	6.0	\$209.28	\$74.00	\$0.00	\$0.00	\$0.00	\$283.28	0.1%
014 Telemetry	1.0	\$34.88	\$0.00	\$0.00	\$0.00	\$0.00	\$34.88	0.0%
015 Trail Maintenance	138.3	\$3,074.97	\$2,620.73	\$0.00	\$0.00	\$0.00	\$5,695.70	2.9%
016 Vehicle Maintenance	313.8	\$11,390.65	\$779.00	\$0.00	\$0.00	\$0.00	\$12,169.65	6.2%
022 Water Services	146.8	\$4,671.42	\$1,895.51	\$0.00	\$0.00	\$0.00	\$6,566.93	3.3%
Task Types: 19	4,197.0	\$117,630.59	\$78,956.44	\$0.00	\$0.00	\$0.00	\$196,587.03	

Cost Summary by Task Type

Task Type	Labor Hours	Labor Cost	Equipment Cost	Material Cost	Contractor Cost	Overhead Cost	Total Cost	%
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Cost Summary by Task Type



Building Maintenance	1.8%
Forestry	2.5%
Ground Maintenance	28.8%
Inspection	1.8%
Leave	3.8%
Maintenance	11.7%
Miscellaneous	3.9%
Park Ground Maintenance	1.3%
Repair	4.0%
Service/Customer	1.4%
Services	0.7%
Sewer Services	8.2%
Stormwater Maintenance	9.6%
Street Maintenance	8.2%
Structure Repair/Maintenance	0.1%
Telemetry	0.0%
Trail Maintenance	2.9%
Vehicle Maintenance	6.2%
Water Services	3.3%
Total:	100.0%



Division of Transportation
System Development
Northeast Regional Office
944 Vanderperren Way
Green Bay, WI 54304

Tony Evers, Governor
Craig Thompson, Secretary
Internet web site: www.dot.wisconsin.gov

Telephone: (920)492-5643
Facsimile (FAX): (920)492-5640
E-mail: ner.dtsd@dot.wi.gov

June 24, 2020

Dean E. Steingraber, P.E.
Outagamie County Highway Commissioner
1313 Holland Road
Appleton, WI 54911

RE: County Trunk Highway System Change
NE-20-01
CTH "BB"
Outagamie County

Dear Mr. Steingraber:

This is to inform you that the Wisconsin Department of Transportation has reviewed the attached resolution from the Outagamie County Board of Supervisors requesting the following change to the County Trunk Highway System in Outagamie County:

- The removal of current CTH BB from the County Highway System from Seminole Road to Bartell Drive and transfer to the City of Appleton and the Town of Grand Chute. This will result in a reduction of 0.37 Miles (1954 ft) from the County Highway System, 0.14 miles to Grand Chute and 0.23 miles to the City of Appleton. The functional classification of the current roadway, an Urban Minor Arterial, will not change because of this transfer. The name of the local street will be W. Prospect Ave.

This change in the Outagamie County Highway System is approved and effective on December 31, 2020. This change will be made and approved under the statutory authority of Section 83.025 (1) of the Wisconsin Statutes.

The functional classifications of the roadways above are continuously under review by the Appleton Area Transportation Management Area (TMA) due to changes in land use, traffic volume and other roadway changes and are subject to change when conditions bring about. The roadway mileages listed above will be checked and verified with annual local road certification this fall. Documentation indicating acceptance of the jurisdictional changes by the City of Appleton and Outagamie County are attached in the form of resolutions. Please revise your records and notify all interested parties.

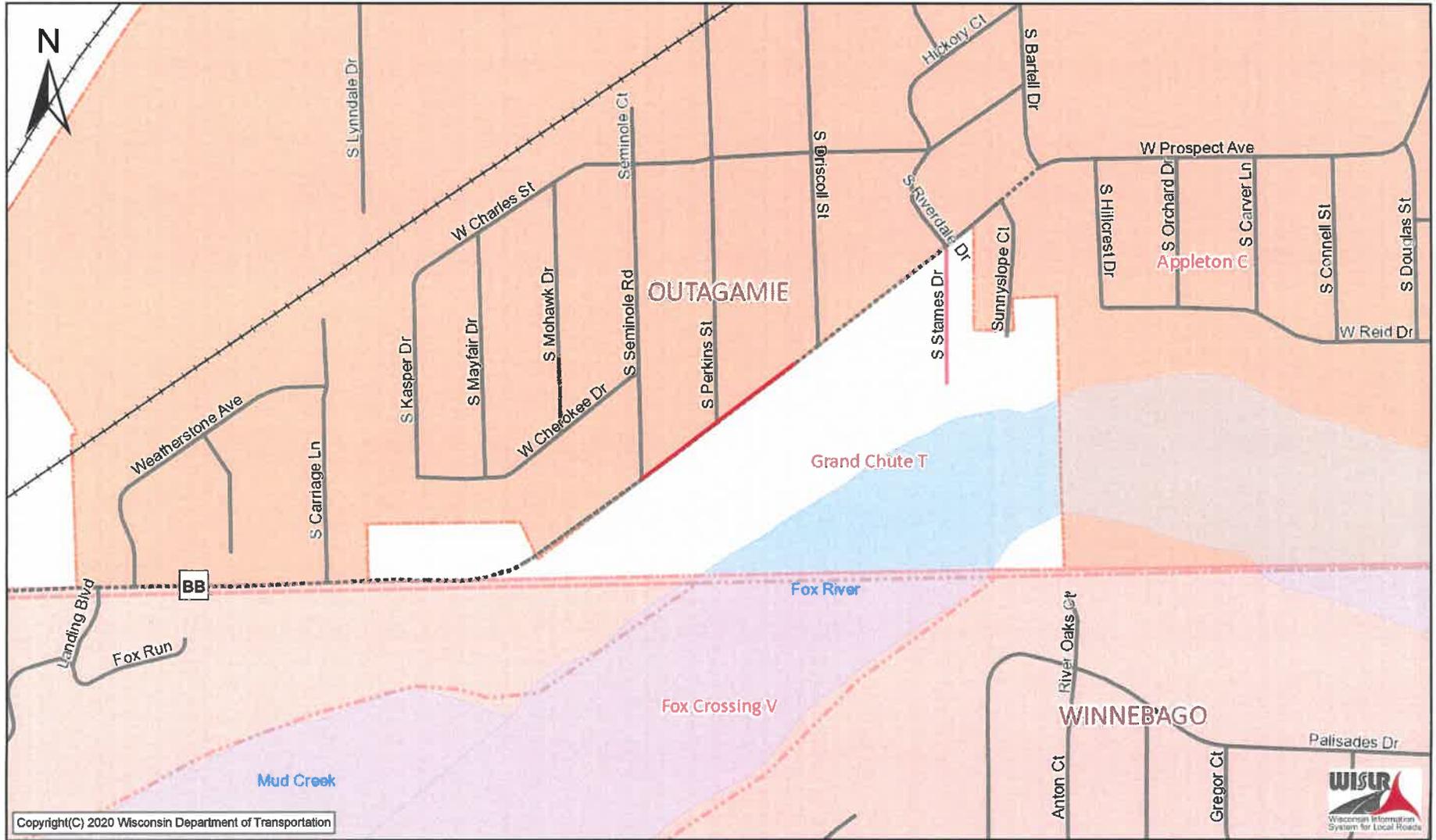

Matthew Halada
Transportation Planner

Attachments: BB-Transferdocs.pdf
Map

cc: Jake Woodford, City of Appleton, Mayor
Jim March, T of Grand Chute, Administrator
Walt Raith, East Central RPC
Kelly Schieldt, WisDOT Data Management

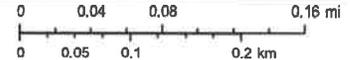
Paula Vandehey, City of Appleton, DPW
Karen Heyrman, T of Grand Chute, DPW
Jennifer Murray, WisDOT B. of Planning
Cindy Roberts, Outagamie Co. Admin

CTH BB - Town of Grand Chute 0.14 mi



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- | | | | | | |
|----------------------------|-------------------------|---------------|---------------------|------------------|------------------------------|
| No Data | USH Connecting Highway | Frontage Road | County Roads | Local Roads | Cities/Villages/Towns |
| Railroads | State Trunk Highways | Wayside | County Trunk Hwy | Ineligible Roads | City |
| State Trunk Network | STH Connecting Highways | Rest Area | County Forest Roads | Rivers | Village |
| Interstate Highway | On-Off Ramp | Weigh Station | Other County Roads | Lakes | Town |
| USH Highway | Connector | | | | Counties |



**OUTAGAMIE COUNTY BOARD MEETING
December 10, 2019**

LOCK IN OF ALL APPOINTMENTS & NEW BUSINESS ADOPTED AT THE DECEMBER 10, 2019, MEETING

Chairperson Nooyen called for any appointments or adopted New Business resolutions/ordinance to be removed from a combined vote lock in vote. No requests were made.

VOICE VOTE CARRIED UNANIMOUSLY. ALL DECEMBER 10, 2019, APPROVED APPOINTMENTS/REAPPOINTMENTS AND ADOPTED NEW BUSINESS IS LOCKED IN.

12/10/2019 7:51:23 PM RollCall Systems, Inc.



Adopt & Lock In

OF ALL APPOINTMENTS, REAPPOINTMENTS, RESOLUTIONS, AND ORDINANCE APPROVED/ADOPTED AT THE DEC. 10, 2019 MEETING
VOTE RESULTS: Passed By Voice Vote

YES: █ NO: █ ABSTAIN: █ ABSENT: █

1 - THOMPSON	Present	19 - MARCKS	Present
2 - MILLER	Present	20 - THOMAS	Present
3 - RENTERIA	Present	21 - T. THYSSEN	Present
4 - PATIENCE	Present	22 - HAGEN	Present
5 - GABRIELSON	Present	23 - KLEMP	ABSENT
6 - KONETZKE	Present	24 - IVERSON	Present
7 - HAMMEN	Present	25 - NOOYEN	Present
8 - N. THYSSEN	ABSENT	26 - VACANT	ABSENT
9 - KRUEGER	Present	27 - CULBERTSON	Present
10 - LAMERS	Present	28 - STURN	Present
11 - DILLENBERG	Present	29 - BUCHMAN	Present
12 - MC DANIEL	Present	30 - WOODZICKA	Present
13 - WEGAND	Present	31 - CLEGG	Present
14 - DE GROOT	Present	32 - VANDERHEIDEN	Present
15 - PETERSON	Present	33O'Connor-Schevers	Present
16 - SCHROEDER	Present	34 - RETTLER	Present
17 - CROATT	Present	35 - MELCHERT	ABSENT
18 - SPEARS	ABSENT	36 - SUPRISE	Present

OUTAGAMIE COUNTY BOARD MEETING

December 10, 2019

RECONSIDERATION OF ALL APPOINTMENTS & NEW BUSINESS ADOPTED AT THE DECEMBER 10, 2019, MEETING

Supervisor Wegand moved, seconded by Supervisor Schroeder, to reconsider all appointments and adopted New Business at the December 10, 2019, Meeting for the purpose of lock in.

VOICE VOTE CARRIED UNANIMOUSLY. ALL DECEMBER 10, 2019, APPROVED APPOINTMENTS/REAPPOINTMENTS AND ADOPTED NEW BUSINESS IS RECONSIDERED.

12/10/2019 7:51:06 PM RollCall Systems, Inc.



Reconsideration

OF ALL APPOINTMENTS, REAPPOINTMENTS, RESOLUTIONS & ORDINANCES APPROVED/ADOPTED AT THE DECEMBER 10, 2019, MEETING

VOTE RESULTS: Passed By Voice Vote

YES: █ NO: █ ABSTAIN: █ ABSENT: █

1 - THOMPSON	Present	19 - MARCKS	Present
2 - MILLER	Present	20 - THOMAS	Present
3 - RENTERIA	Present	21 - T. THYSSEN	Present
4 - PATIENCE	Present	22 - HAGEN	Present
5 - GABRIELSON	Present	23 - KLEMP	ABSENT
6 - KONETZKE	Present	24 - IVERSON	Present
7 - HAMMEN	Present	25 - NOOYEN	Present
8 - N. THYSSEN	ABSENT	26 - VACANT	ABSENT
9 - KRUEGER	Present	27 - CULBERTSON	Present
10 - LAMERS	Present	28 - STURN	Present
11 - DILLENBERG	Present	29 - BUCHMAN	Present
12 - MC DANIEL	Present	30 - WOODZICKA	Present
13 - WEGAND	Present	31 - CLEGG	Present
14 - DE GROOT	Present	32 - VANDERHEIDEN	Present
15 - PETERSON	Present	330' Connor-Schevers	Present
16 - SCHROEDER	Present	34 - RETTLER	Present
17 - CROATT	Present	35 - MELCHERT	ABSENT
18 - SPEARS	ABSENT	36 - SUPRISE	Present

**OUTAGAMIE COUNTY BOARD MEETING
December 10, 2019**

RESOLUTION NO. 118—2019-20

Supervisor De Groot moved, seconded by Supervisor Clegg, for adoption.

RESOLUTION NO. 118—2019-20 IS ADOPTED.

12/10/2019 7:39:17 PM RollCall Systems, Inc.



Res. No. 118--19-20

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VOTE RESULTS: Passed By Majority Vote

YES: 31 NO: 0 ABSTAIN: 0 ABSENT: 5

1 - THOMPSON	Yes	19 - MARCKS	Yes
2 - MILLER	Yes	20 - THOMAS	Yes
3 - RENTERIA	Yes	21 - T. THYSSEN	Yes
4 - PATIENCE	Yes	22 - HAGEN	Yes
5 - GABRIELSON	Yes	23 - KLEMP	ABSENT
6 - KONETZKE	Yes	24 - IVERSON	Yes
7 - HAMMEN	Yes	25 - NOOYEN	Yes
8 - N. THYSSEN	ABSENT	26 - VACANT	ABSENT
9 - KRUEGER	Yes	27 - CULBERTSON	Yes
10 - LAMERS	Yes	28 - STURN	Yes
11 - DILLENBERG	Yes	29 - BUCHMAN	Yes
12 - MC DANIEL	Yes	30 - WOODZICKA	Yes
13 - WEGAND	Yes	31 - CLEGG	Yes
14 - DE GROOT	Yes	32 - VANDERHEIDEN	Yes
15 - PETERSON	Yes	330' Connor-Schevers	Yes
16 - SCHROEDER	Yes	34 - RETTLER	Yes
17 - CROATT	Yes	35 - MELCHERT	ABSENT
18 - SPEARS	ABSENT	36 - SUPRISE	Yes

RESOLUTION NO.: 118—2019-20

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

MAJORITY

1 The Outagamie County Highway Department is requesting approval of the jurisdictional
2 transfer of approximately 0.37 miles of County BB (West Prospect Avenue) from
3 Seminole Road to Bartell Drive to the City of Appleton and Town of Grand Chute. This
4 portion of roadway serves as a local street. The City of Appleton and Town of Grand
5 Chute have agreed to the jurisdictional transfer and reconstruction cost share as detailed
6 in the attached Inter-Governmental Agreement. The roadway is scheduled for
7 reconstruction in 2020 which includes concrete pavement, curb & gutter, driveway
8 aprons, and sidewalks. The City of Appleton will be the lead agency on the
9 reconstruction project and Outagamie County will share in 60% of the costs. The
10 jurisdictional transfer will be effective December 31, 2020.

11
12 NOW THEREFORE, the undersigned members of the Highway, Recycling and Solid Waste
13 Committee recommend adoption of the following resolution.

14 BE IT RESOLVED, that the Outagamie County Board of Supervisors does authorize the
15 Outagamie County Highway Commissioner to execute an Intergovernmental Agreement between
16 Outagamie County and the City of Appleton and the Town of Grand Chute for the jurisdictional transfer
17 of approximately 0.37 miles of County BB from Seminole Road to Bartell Drive, said transfer to be
18 effective December 31, 2020. The reconstruction project which includes concrete pavement, curb &
19 gutter, driveway aprons, and sidewalks as detailed in the attached map, City of Appleton/Outagamie
20 County/Town of Grand Chute Inter-Governmental Agreement and fiscal note which by reference are
21 made a part hereof, is scheduled for 2020, and

22 BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy
23 of this resolution to the Outagamie County Highway Commissioner, the City of Appleton Director of
24 Public Works, the Town of Grand Chute Administrator, and Matthew Halada, Wisconsin Department of
25 Transportation, 944 Vanderperren Way, Green Bay, WI 54304.

26 Dated this 10th day of December 2019

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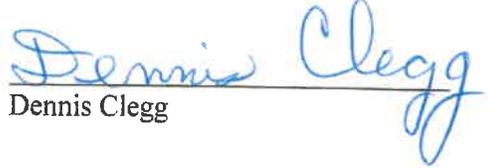
Respectfully Submitted,

HIGHWAY, RECYCLING AND SOLID WASTE
COMMITTEE


Donald DeGroot

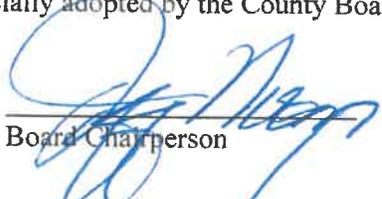

James Mc Daniel

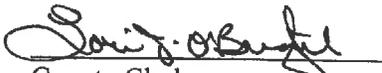

Bob Buchman


Dennis Clegg


Brian Peterson

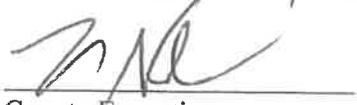
Duly and officially adopted by the County Board on: December 10, 2019

Signed: 
Board Chairperson


County Clerk

Approved: Dec 16 2019

Vetoed: _____

Signed: 
County Executive

**CITY OF APPLETON/OUTAGAMIE COUNTY/TOWN OF GRAND CHUTE
INTER-GOVERNMENTAL AGREEMENT
Prospect Avenue**

INTERGOVERNMENTAL AGREEMENT

FOR RECONSTRUCTING PROSPECT AVENUE FROM SEMINOLE DRIVE TO BARTELL DRIVE WITH CONCRETE PAVING, SIDEWALKS AND STORMWATER MANAGEMENT

PROJECT TITLE: Prospect Avenue

DATE: August 6, 2019

This is an intergovernmental agreement between the City of Appleton (hereinafter "City"), Outagamie County (hereinafter "County") and the Town of Grand Chute (hereinafter "Town") to reconstruct Prospect Avenue with concrete paving, sidewalk and stormwater management.

PROPOSED IMPROVEMENT

Reconstruct Prospect Avenue with underground utilities in 2019 and concrete paving, curb and gutter, driveway aprons and sidewalks in 2020.

COST ESTIMATE AND PARTICIPATION

PHASE	ESTIMATED COST						
	Estimated Cost	Town Grand Chute	Percent	City Appleton	Percent	Outagamie County	Percent
Roadway	\$ 800,000	\$ 136,000	17%	\$ 164,000	23%	\$ 480,000	60%
Sidewalk	\$ 31,500	\$ -	0%	\$ 12,600	40%	\$ 18,900	60%
Stormwater Management	\$ 263,880	\$ 44,860	17%	\$ 60,692	23%	\$ 158,328	60%
Engineering & Inspection (5%)	\$ 40,000	\$ 6,800	17%	\$ 9,200	23%	\$ 24,000	60%
TOTAL PROJECT COST	\$ 1,135,380	\$ 187,660	16.5%	\$ 266,492	23.5%	\$ 681,228	60.0%

TERMS AND CONDITIONS:

1. The City of Appleton will be the lead agency for this project.
2. All plans and specifications for the improvements will be provided for Town and County approval and records.
3. The project cost in the agreement is an estimated amount. The Town and County shall pay the City upon completion of the project based on actual costs.
4. All driveway aprons shall be replaced with concrete.
5. Any necessary Temporary Limited Easements shall be the responsibility of the municipality in which the property resides.
6. Upon completion of the project, a jurisdictional transfer of Prospect Avenue (CTH BE) from the County to the City and Town shall be implemented.

Inter-Governmental Agreement for Highway Improvement Projects
Prospect Avenue (CTH "BB")
Page 2.

This request is subject to the terms and conditions listed above, and is made by the undersigned under proper authority to make such request and upon acceptance by Outagamie County and Town of Grand Chute and shall constitute agreement between City of Appleton, Outagamie County, and Town of Grand Chute.

Signed on behalf of
Outagamie County



Dean E. Skagraber, P.E.
Highway Commissioner
9/6/19
Date

Signed on behalf of
City of Appleton



Mayor Timothy Hanna
9-5-19
Date

Signed on behalf of
Town of Grand Chute



David Schowalter
Town Chairman
9/20/19
Date



Kami Lynch
City Clerk
9/19/19
Date



Anthony Sancerman
Finance Director
9/6/19
Date



Angie Cain
Town Clerk
9/20/19
Date



J. Walsh
City Attorney
9-5-19
Date

INTRODUCTION: This form must be attached to any resolution or ordinance which contains a spending or revenue proposal. The form should be completed by an individual within the department including the resolution or ordinance with assistance from the Financial Services Department. Contact the Finance Director (1674), Controller (1675) or Staff Accountant (1881) for assistance. Once completed, forward a copy of the form to the Financial Services Department for their review. Financial Services will forward a reviewed copy of the fiscal note to Legislative Services.

1. **Subject:** Jurisdictional Transfer of CTH BB from Seminole Road to Bortel Drive

2. **Description:** This section must be completed for all fiscal notes. Briefly and concisely describe the request. State assumptions used and discuss any current year and long-term fiscal impacts. (A separate attachment can be used)

The Outagamie County Highway Department is requesting the County Board to approve the jurisdictional transfer of County BB (Prospect Avenue) from Seminole Road to Bortel Drive to the City of Appleton and Town of Grand Chute. The City of Appleton and Town of Grand Chute have agreed to the jurisdictional transfer and reconstruction cost share by signing the attached Inter-Government Agreement. The roadway is scheduled for reconstruction to include concrete pavement, curb & gutter, driveway aprons and sidewalks in 2020. The City of Appleton will be the lead agency on the reconstruction project and the jurisdictional transfer will be effective upon completion of the reconstruction project. The 2020 budget includes \$700,000 for reconstruction cost share.

Current Year Budget Impact (Check one or more of the following boxes)

- Revenues Expenses (Cost) None
3. Is the specific cost or revenue included in the current year's budget? yes () no (x) partially ()
4. If the proposal requests additional spending, can the additional cost be absorbed within the current year's line item? yes () no () n/a ()
5. Is the proposal to accept additional revenues only? yes () no (x)
6. Does this request modify/adjust the current year budget? yes () no (x)
If no, skip to question 8 below.

7. Detail current year budget changes. Please list cost center name, line item, account number and either the increase or decrease amount. (Please note that all budget adjustments must balance. For example, an increase in an expenditure account must be offset by a decrease in another expenditure account or the contingency fund or an increase in a revenue account or other funding source such as fund balance applied.)
The project on

COST CENTER NAME	LINE ITEM (i.e. Salaries, Supplies, Etc.)	ACCOUNT NUMBER INCLUDING COST CENTER (i.e. 1004100.5100, 1004100.5400, etc.)	INCREASE (DECREASE) AMOUNT
------------------	--	--	----------------------------------

Not Applicable

Annual and Long-Term Impact

8. Is the above increase/decrease a nonrecurring one-time expense or revenue? yes () no () n/a (X)
9. What is the anticipated annual and/or long-term cost or revenue impact? Annual Cost N/A
Annual Revenue N/A

Fiscal Note Prepared by: Michelle Uttenbroek

For Financial Services purposes only	
Reviewed By: <u>M-10/16/19</u>	If expenditures are recorded in the financial system at a level of detail lower than the level 6 as shown above, indicate the specific account numbers and amounts below: Detail Expenditure Account Number Amount
Comments:	

Check Number	Check Issue Date	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
Total 95651:						147.00
95652	07/21/2020	TYLER TECHNOLOGIES INC	060-11476	ANNUAL ASSMT SVCS 2020	10-10-51502-290	6,650.08
95652	07/21/2020	TYLER TECHNOLOGIES INC	060-11477	REVALUATION 2020	10-10-51502-290	15,613.56
Total 95652:						22,263.64
95653	07/21/2020	WE ENERGIES	3854-704-512	ELECTRIC SVCS FOR VICTORY LANE ROUNDABO	10-14-53420-220	24.46
Total 95653:						24.46
95654	07/21/2020	WISCONSIN DEPT OF TRANS	395-00001788	DOT ASSISTANCE WITH SPENCER ST PROJECT	55-14-57331-000	43,625.14
Total 95654:						43,625.14
95656	07/21/2020	WONDRA CONSTRUCTION, IN	2019-03-FOU	PAY REQ 4-WOODMAN DRIVE URBANIZATION	55-14-57331-000	61,546.64
Total 95656:						61,546.64
Grand Totals:						236,884.00

Dave Schowalter, Chairman: _____

Jeff Nooyen, Supervisor: _____

Travis Thyssen, Supervisor: _____

Brad Gehring, Supervisor: _____

Jeff Ings, Supervisor: _____

Angie Cain, Clerk: _____

Julie M. Wahlen, Treasurer: _____

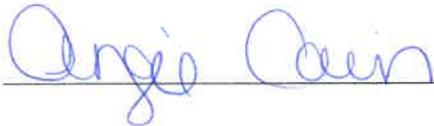
Check Number	Check Issue Date	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
95605	07/09/2020	AXON ENTERPRISE, INC	SI-1643726	BODY CAMERA SUPPORT	10-17-52100-295	14,567.53
Total 95605:						14,567.53
95611	07/21/2020	A&W TOWING	894833	WEAPON/G20002842	10-17-52120-290	200.00
Total 95611:						200.00
95612	07/21/2020	ACC AUTOMATED COMFORT	26849	SERVICE HVAC SYSTEM AT TOWN HALL COMPLEX	10-18-51600-290	2,581.75
Total 95612:						2,581.75
95614	07/21/2020	BAYCARE HEALTH SYSTEMS	60000702	MED.DIRECTOR SERVICES	10-13-52200-210	250.00
Total 95614:						250.00
95615	07/21/2020	BESCH PLUMBING	9390	ST.1 ICE MACHINE HOOK UP	10-13-52200-360	2,229.24
Total 95615:						2,229.24
95616	07/21/2020	BEST STUMP GRINDING	20200626	GRINDING OF TREE STUMPS THROUGHOUT TOW	10-16-56910-290	650.00
Total 95616:						650.00
95618	07/21/2020	BUZZA, PATRICK	07062020	PARK KEY DEPOSIT REFUND	10-00-23003	200.00
95618	07/21/2020	BUZZA, PATRICK	07062020	PARK RENTAL REFUND	10-16-46720	75.00
95618	07/21/2020	BUZZA, PATRICK	07062020	SALES TAX	10-00-24310	3.75
Total 95618:						278.75
95619	07/21/2020	CRESCENT ELECTRIC SUPPL	S507380863.0	CREDIT INV #S507380863.001 DATED 12/19/19	10-18-51600-360	220.00-
95619	07/21/2020	CRESCENT ELECTRIC SUPPL	S507842629.0	TOWN HALL LED LIGHTING	10-18-51600-360	1,868.95
95619	07/21/2020	CRESCENT ELECTRIC SUPPL	S507842739.0	TOWN HALL LED LIGHTING	10-18-51600-360	121.77
95619	07/21/2020	CRESCENT ELECTRIC SUPPL	S507842826.0	TOWN HALL LED LIGHTING	10-18-51600-360	1,449.76
Total 95619:						3,220.48
95620	07/21/2020	D & D 24 HOUR TOWING INC	42674	TOW CALL	10-14-53313-350	100.00
Total 95620:						100.00
95621	07/21/2020	DSPS	DSPS JAN-JU	STATE PLAN REVIEW FEE	10-11-52400-390	1,381.00
Total 95621:						1,381.00
95622	07/21/2020	ECS MIDWEST, LLC	820783	CONSTRUCTION MATERIALS TESTING SVCS	55-14-57331-000	1,154.96
Total 95622:						1,154.96
95623	07/21/2020	ECWAEI	ECWAEI-CN,J	ACTIVE MEMBERSHIP	10-11-52400-321	15.00
Total 95623:						15.00
95624	07/21/2020	EXCEL UNDERGROUND LLC	8067	PRIVATE LOCATE AT CARTER WOODS PARK	10-16-55200-360	60.00

Check Number	Check Issue Date	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
Total 95624:						60.00
95625	07/21/2020	FIRE APPARATUS & EQUIPME	21144	T2661 AIR HORN	10-13-52200-350	432.49
Total 95625:						432.49
95626	07/21/2020	FOX CITYS TOWING	7470	SQUAD 59 GSO VAN	10-17-52100-350	175.00
Total 95626:						175.00
95627	07/21/2020	FOX VALLEY COMMUNICATIO	4333	VIETNAMESE TRANSLATION	10-17-52110-210	165.00
Total 95627:						165.00
95628	07/21/2020	G&G TRANSLATORS DBA UNI	2815	SPANISH TRANSLATION	10-17-52110-210	44.00
Total 95628:						44.00
95629	07/21/2020	JOHN'S SAW SERVICE	12661	SHOULDER HARNESES	10-16-55200-340	43.90
Total 95629:						43.90
95630	07/21/2020	KNIGHT BARRY TITLE SERVIC	070620	OVERPAYMENT OF FINAL BILL	64-00-23201	52.37
Total 95630:						52.37
95631	07/21/2020	LOW VOLTAGE SOLUTIONS LL	1403	NEW SQUAD SET UP	10-17-52100-811	3,065.29
Total 95631:						3,065.29
95632	07/21/2020	LOWNEY'S LANDSCAPE CENT	11806	LANDSCAPE MAINTENANCE FOR TOWN HALL	10-18-51600-290	760.88
Total 95632:						760.88
95633	07/21/2020	MCC INC	225427	40.78 TON 3/4" DENSE CRUSHER RUN	10-14-53311-340	285.46
Total 95633:						285.46
95634	07/21/2020	MCMAHON	0800757	DESIGN/SAN 1&2 CONST/ST SWMP EVERGREEN	46-09-57725-000	1,915.10
95634	07/21/2020	MCMAHON	0800758	DESIGN/BIDDING SVCS EVERGREEN DR TOWN LA	55-14-57331-000	10,951.60
95634	07/21/2020	MCMAHON	0918583CR	CREDIT DUE TO OVERPAYMENT ON INVOICE #091	55-14-57331-000	1,263.00-
95634	07/21/2020	MCMAHON	0918583CR	CREDIT DUE TO OVERPAYMENT ON INVOICE #091	55-14-57331-000	675.15-
95634	07/21/2020	MCMAHON	0918583CR	ACCOUNT ADJ DUE TO OVERPAYMENT ON INVOIC	55-14-57331-000	514.30
95634	07/21/2020	MCMAHON	0918742	DESIGN SVCS CASALOMA DR SOUTH END URBAN	55-14-57331-000	8,360.90
95634	07/21/2020	MCMAHON	0918764	CONSTR ADMIN/ON-SITE REP ELSNER RD URBANI	55-14-57331-000	8,097.35
95634	07/21/2020	MCMAHON	0918765	CONSTRUCTION ADMIN CASALOMA DR URBANIZA	55-14-57331-000	533.00
95634	07/21/2020	MCMAHON	0918766	CONST ADMIN/ONSITE REP WOODMAN DR URBA	55-14-57331-000	20,675.35
95634	07/21/2020	MCMAHON	0918767	PROSPECT AVE ENGINEER'S REPORT	55-14-57331-000	47.70
95634	07/21/2020	MCMAHON	0918768	MCCARTHY ROAD RECLAIMING	55-14-57331-000	508.80
95634	07/21/2020	MCMAHON	0918768	RIDGE HAVEN LANE RECLAIMING	55-14-57331-000	1,524.30
95634	07/21/2020	MCMAHON	0918768	WHEELER ROAD RECLAIMING	55-14-57331-000	419.25
95634	07/21/2020	MCMAHON	0918768CR	CREDIT FOR OVERPAYMENT ON INVOICE #091746	55-14-57331-000	508.80-
95634	07/21/2020	MCMAHON	0918768CR	CREDIT FOR OVERPAYMENT ON INVOICE #091746	55-14-57331-000	1,524.30-
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Check Number	Check Issue Date	Payee	Invoice Number	Description	Invoice GL Account	Check Amount
Total 95634:						49,157.15
95635	07/21/2020	MI T FENCE LLC	0002473	INSTALL CHAIN LINK FENCE AT ARROWHEAD PAR	10-16-55200-340	2,000.00
95635	07/21/2020	MI T FENCE LLC	0002473	INSTALL CHAIN LINK FENCE AT ARROWHEAD PAR	10-16-55300-290	1,674.35
Total 95635:						3,674.35
95637	07/21/2020	NORTHERN MANAGEMENT	071020	OVERPAYMENT OF FINAL WATER BILL	64-00-23201	36.64
Total 95637:						36.64
95638	07/21/2020	OUTAGAMIE COUNTY TREAS	0122331	SPANISH TRANSLATION	10-17-52110-210	11.06
95638	07/21/2020	OUTAGAMIE COUNTY TREAS	186440	LANDFILL FEES RESIDENTIAL WASTE	10-14-53620-290	23,860.72
95638	07/21/2020	OUTAGAMIE COUNTY TREAS	186440	LANDFILL FEES RESIDENTIAL WASTE	10-14-53620-290	39.48
Total 95638:						23,911.26
95639	07/21/2020	PACKER CITY INTERNATIONA	R103019947:0	E2621 DOT INSPECTION	10-13-52200-290	223.16
Total 95639:						223.16
95642	07/21/2020	PRIMADATA LLC	51111	UTILITY BILLING (CYCLE 3)	64-04-82000-310	39.40
Total 95642:						39.40
95644	07/21/2020	REDJ, LLC	070120	OVERPAYMENT OF FINAL WATER BILL	64-00-23201	19.58
Total 95644:						19.58
95645	07/21/2020	REGISTRATION FEE TRUST	061820	REPLENSIH TVRP FUNDS	10-17-52110-390	250.00
Total 95645:						250.00
95646	07/21/2020	REGISTRATION FEE TRUST	070720	REPLACEMENT PLATES FOR TAHOE	10-17-52100-350	4.00
Total 95646:						4.00
95647	07/21/2020	ROMENESKO DEVELOPMENT	070120	OVERPAYMENT OF FINAL WATER BILL	64-00-23201	51.11
Total 95647:						51.11
95648	07/21/2020	ROTARY CLUB OF APPLETON	040720	ROTARY CLUB OF APPLETON WEST	10-18-51400-321	175.00
Total 95648:						175.00
95649	07/21/2020	SAURIOL, MARLENE	070820	MISTY LN INT 2ND QTR 2020	83-00-22104	1.37
Total 95649:						1.37
95650	07/21/2020	TIM HALBROOK BUILDERS IN	HalbrkBlidr,21	REFUND PERMIT FEE	10-11-44300	21.00
Total 95650:						21.00
95651	07/21/2020	TOM VAN HANDEL CORP.	14368	12 YARDS BLACK DIRT	10-16-55200-340	147.00

Check Issue Date	Payee	Invoice Number	Description	Invoice GL Acct	Check Amount
07/01/2020	DELTA DENTAL	374722	VISION PREMIUM	10-00-21532	449.93
07/01/2020	DELTA DENTAL	377246	GROUP 2 DENTAL CLAIMS	10-00-13001	1,912.70
Total 200701001:					2,362.63
07/01/2020	PITNEY BOWES GLOBAL FINA	070120	POSTAGE	10-18-51400-311	500.00
Total 200701002:					500.00
07/08/2020	CITY OF APPLETON	070820	PETERSON INS	10-17-52110-134	1,432.97
Total 200708001:					1,432.97
07/08/2020	DELTA DENTAL	378392	GROUP1 DENTAL CLAIMS	11-18-59200-513	2,564.52
Total 200708002:					2,564.52
07/08/2020	PITNEY BOWES GLOBAL FINA	070820	POSTAGE	10-18-51400-311	500.00
Total 200708003:					500.00
07/10/2020	GC POLICE BENEVOLENT AS	071020	GCPBA DEPOSIT	10-00-21590	33.00
Total 200710001:					33.00
07/14/2020	THE HARTFORD GROUP	071420	FWRW LIFE INSURANCE	10-00-13001	95.24
07/14/2020	THE HARTFORD GROUP	322356207365	LIFE INSURANCE	11-18-59200-511	3,533.56
Total 200714001:					3,628.80
Grand Totals:					11,021.92

Angie Cain, Clerk:



Dated:



Check Issue Date	Check Number	Payee ID	Payee	Amount
07/10/2020	95609	4	WISCONSIN PROFESSIONAL P	1,050.00-
07/10/2020	95610	5	WISCONSIN SCTF	695.99-
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07/10/2020	200710003	1007	ERTL, MICHAEL T	1,587.82-
07/10/2020	200710004	1008	GRODE, ROBERT W	1,475.62-
07/10/2020	200710005	1011	URBAN, JOHN J	1,837.83-
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07/10/2020	200710007	1024	ARFT, MICHAEL J	1,664.79-
07/10/2020	200710008	1025	STINGLE, GREGORY A	1,259.83-
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07/10/2020	200710011	1036	WINKLER, JOHN C	694.51-
07/10/2020	200710012	1043	BUCKINGHAM, ROBERT L	2,079.82-
07/10/2020	200710013	1049	BUTTERIS, JERROD B.	1,172.71-
07/10/2020	200710014	1052	WALL, BRIAN P	1,308.69-
07/10/2020	200710015	1053	KIPPENHAN, JEFF C	1,195.24-
07/10/2020	200710016	1055	VELIE, ADAM P	1,237.37-
07/10/2020	200710017	1056	MALSZYCKI, TYLER L	1,341.99-
07/10/2020	200710018	1057	HEYRMAN, KAREN M	1,688.40-
07/10/2020	200710019	1061	EASTMAN, BRIAN J	722.00-
07/10/2020	200710020	1063	SCHWARTZ, KATHRYN A	2,769.83-
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07/10/2020	200710022	1066	BLACK, AYL A M	1,090.45-
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07/10/2020	200710026	1070	ARKELL, BLAIR M	534.99-
07/10/2020	200710027	2022	SCHOWALTER, DAVID A	450.84-
07/10/2020	200710028	2024	NOOYEN, JEFFREY T	380.21-
07/10/2020	200710029	2026	THYSSEN, TRAVIS J	379.36-
07/10/2020	200710030	2027	GEHRING, BRADLEY G	381.21-
07/10/2020	200710031	2028	INGS, JEFFREY B	308.51-
07/10/2020	200710032	2031	KLASEN, CHARLES W	530.98-
07/10/2020	200710033	3003	MAUTHE, ANGELA M	1,225.18-
07/10/2020	200710034	3007	MARCH, JAMES V	3,174.46-
07/10/2020	200710035	3008	NATE, CARY J	2,340.85-
07/10/2020	200710036	3009	KOPECKY, JEFFRY D	1,819.14-
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07/10/2020	200710038	3014	OLEJNICZAK, TRACY L	1,282.54-
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07/10/2020	200710042	3027	SCHUH, LISA J	1,246.06-
07/10/2020	200710043	3033	THIEL, ERIC J	1,799.94-
07/10/2020	200710044	3034	CAIN, ANGIE M	1,459.33-
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07/10/2020	200710046	3046	MILLER, ELIZABETH A.	1,315.56-
07/10/2020	200710047	3048	BERKERS, SANDRA J	973.59-
07/10/2020	200710048	3050	WALLENFANG, DAVID J	1,282.61-
07/10/2020	200710049	3054	PATZA, MICHAEL D	1,727.40-
07/10/2020	200710050	3055	VAN EPEREN, ALISSA R	1,667.01-
07/10/2020	200710051	3056	BRAUN, BRENT J	2,739.19-
07/10/2020	200710052	3061	GRETZINGER, CARRIE L	1,311.10-
07/10/2020	200710053	3062	WELK, DEBRA A	642.26-
07/10/2020	200710054	3064	ZIEMBA, SARAH K	2,125.40-
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Check Issue Date	Check Number	Payee ID	Payee	Amount
07/10/2020	200710056	3068	O'BRIEN, CHRISTINE P	1,305.81-
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07/10/2020	200710059	4056	PRUSINSKI, TREVOR W	1,134.15-
07/10/2020	200710060	4074	FRIESE, SAMUEL L	703.10-
07/10/2020	200710061	4076	DEBRUIN, TYLER J	1,536.48-
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07/10/2020	200710063	4079	KOBUSSEN, SAMANTHA J	688.02-
07/10/2020	200710064	4080	MARCH, SPENCER J	231.12-
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07/10/2020	200710066	6001	KASRIEL, MATTHEW E	1,923.85-
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07/10/2020	200710069	6021	GEISSLER, MICHAEL L	1,684.64-
07/10/2020	200710070	6026	OLSON, ROBERT C	2,192.00-
07/10/2020	200710071	6027	BERGLUND, ERIC S	1,976.12-
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07/10/2020	200710073	6031	CZECHANSKI, ANDREW P	1,857.23-
07/10/2020	200710074	6039	JAPE, CHRISTOPHER E	2,291.60-
07/10/2020	200710075	6040	SIEGMANN, CHAD E	1,598.66-
07/10/2020	200710076	6043	SCHIPPER, ROBERT J	1,616.94-
07/10/2020	200710077	6050	PAVASARIS, RAIMONDS P	1,705.20-
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07/10/2020	200710079	6054	MARTIN, CHAD R	1,698.88-
07/10/2020	200710080	6066	PALTZER, BRAD L	1,757.39-
07/10/2020	200710081	6068	RISTAU, JEREMY L	1,432.14-
07/10/2020	200710082	6074	STARK, AARON W	1,728.50-
07/10/2020	200710083	6082	CAHAK, JACOB D	1,270.91-
07/10/2020	200710084	6084	GRETZINGER, WILLIAM J	97.52-
07/10/2020	200710085	6085	SCHOMMER, BRIAN P	26,019.44-
07/10/2020	200710086	6092	BANTES, TIMOTHY A	2,684.31-
07/10/2020	200710087	6094	HACKETT, WILLIAM O	264.97-
07/10/2020	200710088	6095	HANSON, JEREMY B	194.90-
07/10/2020	200710089	6128	TORRES, MITCHELL R	266.11-
07/10/2020	200710090	6133	KLEMENTZ, JOHN V	424.13-
07/10/2020	200710091	6135	PORTER, KODY L	1,325.92-
07/10/2020	200710092	6136	SWEDBERG, KURT I	132.98-
07/10/2020	200710093	6137	TEWS, ISAAC E	168.48-
07/10/2020	200710094	6138	GRUNWALD, DREW W	1,370.27-
07/10/2020	200710095	6140	GREEN, DERRICK T	1,417.63-
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07/10/2020	200710097	6143	SIEWERT, BRADLEY A	249.92-
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07/10/2020	200710099	6146	KAMM, CASEY W	624.52-
07/10/2020	200710100	6147	JOAS, HAILY S	512.41-
07/10/2020	200710101	6151	SOLOMON, JOSEPH B	121.79-
07/10/2020	200710102	7001	PETERSON, GREG I	3,067.87-
07/10/2020	200710103	7008	REIFSTECK, RANDY W	1,991.35-
07/10/2020	200710104	7018	KONS, BENJAMIN J	2,096.91-
07/10/2020	200710105	7024	GOLLNER, AMANDA M	1,488.42-
07/10/2020	200710106	7025	PROFANT, KATIE J	1,727.74-
07/10/2020	200710107	7027	VELIE, MICHAEL G	2,268.28-
07/10/2020	200710108	7030	CALLAWAY, SCOTT M	2,087.78-
07/10/2020	200710109	7035	CLEMENT, JENNIFER L	2,896.66-
07/10/2020	200710110	7036	GOLLNER, IAN M	2,104.13-
07/10/2020	200710111	7040	BLAHNIK, RUSSELL D	3,203.20-
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Check Issue Date	Check Number	Payee ID	Payee	Amount
07/10/2020	200710113	7047	BOHLEN, JOSHUA D	1,851.69-
07/10/2020	200710114	7053	JAEGER, COLETTE R	2,356.72-
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07/10/2020	200710116	7056	MAAS, MARK H	2,171.30-
07/10/2020	200710117	7061	DIEDRICK, AMANDA M	1,242.58-
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07/10/2020	200710119	7073	TEIGEN, JOSEPH D	1,590.31-
07/10/2020	200710120	7076	GRIESBACH, PATRICK E	1,787.54-
07/10/2020	200710121	7084	FEUCHT, DANIEL A	379.48-
07/10/2020	200710122	7088	PETERS, PHYLLIS J	1,343.51-
07/10/2020	200710123	7093	PERZ, KARI L	1,301.97-
07/10/2020	200710124	7101	VUE, LIA	1,947.82-
07/10/2020	200710125	7108	GRIER-WELCH, DYLAN F	2,042.38-
07/10/2020	200710126	7109	WAAS, TRAVIS J	1,855.03-
07/10/2020	200710127	7110	POUPORE, LOGAN T	2,099.32-
07/10/2020	200710128	7114	MCFAUL, WENDY S	1,100.69-
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07/10/2020	200710132	7127	FREVILLE, ERIC M	2,603.52-
07/10/2020	200710133	7135	KISLEWSKI, JOSHUA A	1,927.68-
07/10/2020	200710134	7136	LA LUZERNE, BRYCE A	2,116.14-
07/10/2020	200710135	7137	KRAMER, LEAH R	757.16-
07/10/2020	200710136	7139	WEISNIGHT, AUSTIN C	2,341.82-
07/10/2020	200710137	7140	MILLER, ADAM R	2,681.15-
07/10/2020	200710138	7141	DAVIS, DYLAN J	1,589.76-
07/10/2020	200710139	7142	JOHNSON, LEAH M	1,857.28-
07/10/2020	200710140	7144	PATINO VERA, EDUARDO	2,220.57-
07/10/2020	200710141	7145	DRAEGER, KALI A	1,274.45-
07/10/2020	200710142	7146	GRUENSTERN, LUCAS D	624.77-
07/10/2020	200710143	7149	MAAS, DAVID F	2,092.70-
07/10/2020	200710144	7150	VALENTA, AUSTIN W	308.59-
07/10/2020	200710145	7151	ATKINSON, EVAN D	803.80-
07/10/2020	200710146	7153	KUSE, MERCEDEZ A	485.63-
07/10/2020	200710147	9032	KRUEGER, CORRINE P	30.00-
07/10/2020	200710148	9037	KRUEGER, DEBORAH A	69.26-
07/10/2020	200710149	9087	ATWATER, SANDRA L	30.00-
07/10/2020	200710150	9104	FAHRENKRUG, DONNA J	45.00-
07/10/2020	200710151	7	DEFERRED COMP	25,325.97-
07/10/2020	200710151	7	DEFERRED COMP	350.96-
07/10/2020	200710151	7	DEFERRED COMP	3,593.07-
07/10/2020	200710152	1	EFTPS	23,275.36-
07/10/2020	200710152	1	EFTPS	23,256.95-
07/10/2020	200710152	1	EFTPS	5,443.44-
07/10/2020	200710152	1	EFTPS	5,443.44-
07/10/2020	200710152	1	EFTPS	44,887.59-
07/10/2020	200710153	8	FLEX SPENDING	2,572.10-
07/10/2020	200710153	8	FLEX SPENDING	769.24-
07/10/2020	200710154	2	WISCONSIN DEPT OF REVENU	18,948.43-
Grand Totals:				
				163
				387,386.00-

**CASH ON HAND
JUNE 2020**

GENERAL FUND	
\$	10,922,801
CAPITAL PROJECTS FUND	
\$	(688,239)
DEBT SERVICE FUND	
\$	2,633,698
SPECIAL ASSESSMENT FUND	
\$	2,895,550
SPECIAL REVENUE FUNDS	
\$	577,088
TAX INCREMENT DISTRICT #1	
\$	223,827
TAX INCREMENT DISTRICT #2	
\$	(1,020,283)
TAX INCREMENT DISTRICT #3	
\$	(1,475,109)
TAX INCREMENT DISTRICT #4	
\$	(1,429,822)
SANITARY DISTRICT #1	
\$	(480,218)
SANITARY DISTRICT #2	
\$	14,337,524
SANITARY DISTRICT #3	
\$	13,885,373
EASTSIDE UTILITY DISTRICT	
\$	460,979
	40,843,170
	TOTAL CASH ON HAND

CASH INVESTMENTS

CHECKING, MONEY MARKET (MM), AND CERTIFICATE OF DEPOSIT (CD)

NICOLET BANK		ABBY BANK CD		FOX COMMUNITIES CREDIT UNION CD	
\$	2,046,457	\$	-	\$	1,507,566
Interest Rate 0.19%		Interest Rate 2.75% - 24 month (June 2020)		Interest Rate 1.985% - 24 Month CD (March 2022)	
FOX COMMUNITIES CREDIT UNION		CAPITAL CREDIT UNION CD		INVESTORS COMMUNITY BANK CD	
\$	5	\$	4,021,141	\$	1,029,581
Interest Rate 0%		Interest Rate 2.08% -12 month (March 2021)		Interest Rate 2.95% - 22 Month CD (March 2021)	
VERVE CREDIT UNION		CAPITAL CREDIT UNION CD		VERVE CREDIT UNION CD	
\$	5	\$	4,525,499	\$	1,030,797
Interest Rate 0%		Interest Rate 2.23% - 24 Month CD (March 2022)		Interest Rate 3.04% - 39 Month CD (September 2022)	
INVESTORS COMMUNITY BANK MM		COMMUNITY FIRST CREDIT UNION CD			
\$	3,031,367	\$	5,036,045		
Interest Rate 0.73%		Interest Rate 2.25% - 17 Month CD (August 2021)			
HOMETOWN BANK MM		COMMUNITY FIRST CREDIT UNION CD			
\$	1,014,692	\$	1,134,564		
Interest Rate 0.15%		Interest Rate 3.06% - 24 Month CD (June 2021)			
STATE POOL		COMMUNITY FIRST CREDIT UNION CD		INVESTMENTS	
\$	571,811	\$	518,025		
Interest Rate 0.14%		Interest Rate 2.90% - 15 Month CD (July 2020)		RBC	
				Yield Rate	Maturity Date
				\$ 506,679	RBC Wealth 2.30% 01/26/2022
AMERICAN NATIONAL BANK MM		FIRST BUSINESS BANK CDARS		CHARLES SCHWAB	
\$	3,277,696	\$	1,559,418	Market Value	
Interest Rate 0.66%		Interest Rate 2.86% - 24 Month CD (Aug 2020)		\$ 8,304,166	
ASSOCIATED BANK MM		FOX COMMUNITIES CREDIT UNION CD		JP MORGAN	
\$	13,845	\$	1,507,566	Market Value	
Interest Rate 0.15%		Interest Rate 1.985% - 15 Month CD (June 2021)		\$ 65,665	
FIRST BUSINESS BANK MM					
\$	140,582				
Interest Rate 0.35%					
\$	10,096,459	\$	18,302,257	\$	12,444,453
					SUBTOTALS
			40,843,170		

**GENERAL FUND REVENUES
2020 BUDGET STATEMENT
JUNE 2020**

REVENUE TYPES	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	(UNDER) OVER
General Operations Tax Levy	11,134,381	-	7,328,915	66%	(3,805,466)
41110 General Property Tax Levy	11,134,381	-	7,328,915	66%	(3,805,466)
Other Taxes					
Rescinded Taxes	5,000	4,698	13,730	275%	8,730
Hold Harmless-Computer Exempt	106,165	-	-	0%	(106,165)
Personal Property Aid	128,050	-	128,048	100%	(2)
Omitted Taxes	-	-	-	0%	-
Woodland/Managed Forest	300	38	512	171%	212
Hotel/Motel Tax	-	-	-	0%	-
Hotel Room Tax - Town	345,000	-	50,388	15%	(294,612)
Lieu of Taxes	3,000	-	3,764	125%	764
Annexation Tax Payments	-	-	-	0%	-
Use Value Penalty	-	-	10,328	0%	10,328
Interest on Delinq P.P. Taxes	1,500	61	623	42%	(878)
Subtotal - Taxes	589,015	4,797	207,393	35%	(381,622)
Special Assessments					
Special Assessments - Street Lighting	61,000	-	60,242	99%	(758)
Subtotal - Special Assessments	61,000	-	60,242	99%	(758)
Intergovernmental Revenues					
Shared Revenue from State	270,820	-	-	0%	(270,820)
Clerk - Federal Grant	-	15,053	15,053	0%	15,053
State Aid - Police	5,120	-	-	0%	(5,120)
Grants - State/Federal	20,000	270	8,472	42%	(11,529)
State Transportation Aids	866,768	-	433,384	50%	(433,384)
Highway and Bridge Aid	86,815	-	-	0%	(86,815)
School Liaison Reimbursement	59,080	-	30,050	51%	(29,030)
Recycling-Cty Reimbursement	-	-	-	0%	-
Mass Transit	515,600	-	(263,916)	-51%	(779,516)
Subtotal - Intergovernmental Revenues	1,824,203	15,324	223,043	12%	(1,601,160)
Licenses and Permits					
Business or Occupation License	50,000	6,820	26,750	54%	(23,250)
Business License-Liquor	50,000	(10)	48,921	98%	(1,079)
Business License-Cable TV	260,000	-	67,631	26%	(192,369)
Business License-Pawn/2nd Hand	750	-	365	49%	(385)
Hotel License	675	-	625	93%	(50)
Video Service Provider	29,500	-	-	0%	(29,500)
Non-business License	3,500	750	1,575	45%	(1,925)
Non-business License Special Event	750	-	492	66%	(258)
Burning Permits	750	50	450	60%	(300)
Occupancy Inspections	1,650	-	75	5%	(1,575)
Building Permits	325,000	21,866	153,482	47%	(171,518)
Building Permits - Lot Access	5,000	420	1,860	37%	(3,140)
Utility/Open Cut Permits	25,000	4,364	14,477	58%	(10,523)
Dog License	4,100	90	195	5%	(3,905)
Zoning Permits	50,000	1,150	15,960	32%	(34,040)
Site Erosion Control Plan Review Fee	10,000	700	3,500	35%	(6,500)
Drainage Inspection Fee	58,000	2,800	21,700	37%	(36,300)
Wetland Delineations	40,000	1,500	8,625	22%	(31,375)
Building Plan Review Fee	50,000	3,600	23,855	48%	(26,145)
Erosion Control Inspection Fee	28,000	2,100	10,500	38%	(17,500)
Drainage Plan Review Fee	3,000	-	500	17%	(2,500)
Maps and Plans	300	-	15	5%	(285)
Subtotal - Licenses and Permits	995,975	46,200	401,553	40%	(594,422)
Fines, Forfeitures and Penalties					
Court Penalties and Costs	495,000	16,353	205,130	41%	(289,870)
Parking Tickets	21,000	1,047	9,937	47%	(11,063)
Judgment and Damages	2,500	108	2,456	98%	(44)
Seizures and Forfeitures	1,000	-	14	1%	(986)
Subtotal - Fines, Forfeitures and Penalties	519,500	17,508	217,536	42%	(301,964)

REVENUE TYPES	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	(UNDER) OVER
Public Charges for Services					
General Government	22,100	1,882	12,949	59%	(9,151)
Police Department Fees / Fingerprinting	5,000	20	994	20%	(4,006)
Police Department Contracted Services	12,000	2,130	19,185	160%	7,185
False Alarms	37,500	3,750	14,550	39%	(22,950)
Fire Department Fees	21,000	1,702	6,724	32%	(14,276)
Fire Protection Systems Fee	2,250	325	1,275	57%	(975)
Tent Inspection Permit	1,000	75	200	20%	(800)
Firework Permits	300	150	300	100%	-
Highway Material/Maintenance	3,000	-	-	0%	(3,000)
Highway Material Taxable	-	-	46	0%	46
Sidewalk Snow Removal	-	-	725	0%	725
Sp Charge-Refuse Collection	508,850	200	512,100	101%	3,250
Sp Charge-Recycling Collection	9,985	100	200	2%	(9,785)
Weed Control	1,000	-	(342)	-34%	(1,342)
Cemetery	150	-	-	0%	(150)
Park Rentals	25,000	(240)	4,148	17%	(20,852)
Recreation Fees	1,150	-	845	73%	(305)
Park Rec Revenue - Taxable	4,150	(55)	913	22%	(3,237)
Property Record Mgmt Fees	30,000	1,650	13,210	44%	(16,790)
Subtotal - Public Charges for Services	684,435	11,689	588,022	86%	(96,413)
Miscellaneous Revenue					
Police Department Abandon Vehicle	14,250	-	3,431	24%	(10,819)
Interest Earnings /Change in Market Value	180,000	21,737	147,807	82%	(32,193)
Interest Income - TIF District #1	11,000	1,000	6,000	55%	(5,000)
Interest Income - TIF District #2	18,250	1,792	10,750	59%	(7,500)
State of Emergency Gov Aid/Relief	-	-	93,712	0%	93,712
General Admin Fees	6,000	751	2,023	34%	(3,977)
Rent-Town Hall	300	-	-	0%	(300)
Rent - San Districts	134,280	11,190	67,140	50%	(67,140)
Pole Attachment Rent Revenue	5,000	-	4,000	80%	(1,000)
Sale of Other Property	-	-	-	0%	-
Sale Police Equip	30,000	-	-	0%	(30,000)
Sale Hwy Equip	10,500	-	15,114	144%	4,614
Sale Fire Equipment	-	-	2,550	0%	2,550
Police Insurance Recoveries	25,000	-	966	4%	(24,034)
Park Insurance Recoveries	-	10,210	10,210	0%	10,210
DPW - Insurance Recoveries	-	160	1,177	0%	1,177
Insurance Dividends	14,000	-	-	0%	(14,000)
Donations-Parks	-	500	2,000	0%	2,000
Donations-Park Recreation	2,000	-	2,150	108%	150
Donations-Crime Prevention	500	-	-	0%	(500)
Donations-Police	32,753	-	31,753	97%	(1,000)
Police Unclaimed Property	1,000	-	39	4%	(961)
Police Reimbursement	150	-	46	31%	(104)
Fire Copies - Non Taxable	36	-	40	111%	4
Misc Revenues	2,700	1	534	20%	(2,166)
Credit Card Rebate	42,000	-	5,176	12%	(36,824)
Hwy Misc Revenue	-	-	-	0%	-
Subtotal - Miscellaneous Revenue	529,719	47,340	406,618	77%	(123,101)
Other Financing Sources					
Allocated Hwy Labor and Maint	205,344	-	81,561	40%	(123,783)
Transfer from Other Funds	-	-	-	0%	-
Fund Balance-Applied to Budget	949,334	-	-	0%	(949,334)
Subtotal - Other Financing Sources	1,154,678	-	81,561	7%	(1,073,117)
Total Revenues w/o Property Tax	6,358,525	142,857	2,185,969	34%	(4,172,556)
Total Revenues	17,492,906	142,857	9,514,885	54%	(7,978,021)

**TOWN OF GRAND CHUTE
GENERAL FUNDED DEPARTMENTS
2020 BUDGET STATEMENT
JUNE 2020**

DEPARTMENT	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	REMAINING BUDGET
General Government					
51100 Town Board	93,790	5,330	40,453	43%	53,337
51200 Municipal Court	174,146	9,626	75,289	43%	98,857
51300 Legal	47,500	1,884	24,956	53%	22,544
51400 General Administration	268,745	20,449	132,795	49%	135,950
51420 Town Clerk	168,947	11,123	71,782	42%	97,165
51440 Elections	127,880	6,824	52,835	41%	75,045
51460 Information Technology	996,524	57,941	248,757	25%	747,767
51501 Treasurer	310,830	21,878	156,115	50%	154,715
51600 Municipal Complex	432,595	29,604	160,141	37%	272,454
51910 Erroneous Taxes, Tax Refunds	6,000	-	94,292	1572%	(88,292)
51938 Property and Liability Insurance	308,490	-	124,037	40%	184,453
Subtotal - General Government	2,935,447	164,659	1,181,452	40%	1,753,995
Public Safety					
52100 Police - Patrol	3,846,794	242,016	1,617,534	42%	2,229,260
52110 Police - Administration	658,279	38,944	280,118	43%	378,161
52120 Police - Investigations	861,205	57,406	348,429	40%	512,776
54100 Animal Control	4,200	800	1,416	34%	2,784
52200 Fire Department	3,313,640	226,568	1,380,981	42%	1,932,659
Subtotal - Public Safety	8,684,118	565,734	3,628,478	42%	5,055,640
Public Works					
53311 Highway	1,084,873	60,729	287,281	26%	797,592
53312 Winter Maintenance	275,790	39,396	204,578	74%	71,213
53313 Hwy Shop	315,655	27,987	151,344	48%	164,311
53420 Street Lights	406,200	27,809	167,857	41%	238,343
53520 Bus Service	709,710	118,286	295,715	42%	413,995
53620 Refuse and Landfill	537,000	20,163	172,845	32%	364,155
53635 Recycling Charges	66,650	-	56,650	85%	10,000
53640 Weed and Nuisance Control	3,555	14	429	12%	3,126
54910 Cemetery	3,510	-	225	6%	3,285
Subtotal - Public Works	3,402,943	294,384	1,336,923	39%	2,066,020
Parks and Recreation					
55200 Parks Maintenance	558,034	82,057	229,466	41%	328,568
55300 Recreation	32,300	400	5,347	17%	26,953
55400 Trails Maintenance	127,510	2,265	8,586	7%	118,924
56910 Forestry	55,210	4,541	12,662	23%	42,549
Subtotal - Parks and Recreation	773,054	89,263	256,060	33%	516,994

**TOWN OF GRAND CHUTE
GENERAL FUNDED DEPARTMENTS
2020 BUDGET STATEMENT
JUNE 2020**

DEPARTMENT	2020 BUDGET	CURRENT MONTH	2020 YTD	%	REMAINING BUDGET
Community Development					
51502 Assessment of Property	271,842	14,930	58,830	22%	213,012
52400 Building Inspection/Code Enforcement	372,891	27,448	175,856	47%	197,035
56900 Planning and Zoning	327,611	18,699	122,668	37%	204,943
Subtotal - Community Development	972,344	61,077	357,354	37%	614,990
Other Financing Uses					
59900 Contingency	150,000	-	-	0%	150,000
59900 Reserve for Retirement Payouts	75,000	-	-	0%	75,000
Total - General Fund Operating	16,992,906	1,175,118	6,760,268	40%	10,232,639
Transfers					
59200 GF Contribution to Capital Projects	500,000	-	-	0%	500,000
59200 GF Contribution to Tax Increment District	-	-	-	0%	-
TOTAL - GEN'L FUND OPERATING, CAPITAL and DEBT	17,492,906	1,175,118	6,760,268	39%	10,732,639

**TOWN OF GRAND CHUTE
SPECIAL REVENUE FUNDS
2020 BUDGET STATEMENT
JUNE 2020**

FIRE STATION DEVELOPMENT	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	REMAINING BUDGET
BEGINNING FUND BALANCE	357,693	-	317,442		
REVENUES					
Impact Fee	75,000	2,270	19,713	26%	55,287
Interest	3,000	1,052	4,126	138%	(1,126)
TOTAL REVENUES	78,000	3,322	23,839	31%	54,161
TOTAL RESOURCES	435,693	3,322	341,281	78%	54,161
EXPENDITURES					
FD Construction	-	-	-	0%	-
Transfer to Capital Projects	-	-	-	0%	-
TOTAL EXPENDITURES	-	-	-	0%	-
ENDING FUND BALANCE	435,693		341,281		

PARK DEVELOPMENT	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	REMAINING BUDGET
BEGINNING FUND BALANCE	220,274	-	205,129		
REVENUES					
Park Development Fees	50,000	2,800	13,800	28%	36,200
Interest	2,000	678	2,647	132%	(647)
Donations	5,000	100	100	2%	4,900
TOTAL REVENUES	57,000	3,578	16,547	29%	40,453
Park Fund Expense	-	-	1,108	0%	(1,108)
ENDING FUND BALANCE	277,274		220,569		

FIRE PREVENTION	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	REMAINING BUDGET
BEGINNING FUND BALANCE	2,275	-	2,275		
REVENUES					
Fire Safety Day Revenue	-	10	530	0%	(530)
Donations	-	-	-	0%	-
TOTAL REVENUES	-	10	530	0%	(530)
EXPENDITURES					
	-	-	-	0%	-
ENDING FUND BALANCE	2,275		2,805		

**TOWN OF GRAND CHUTE
SPECIAL REVENUE FUNDS
2020 BUDGET STATEMENT
JUNE 2020**

POLICE K-9	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	REMAINING BUDGET
BEGINNING FUND BALANCE	34,282	-	37,933		
REVENUES					
Donations	2,500	330	3,153	126%	(653)
Interest Income	-	127	502	0%	(502)
TOTAL REVENUES	2,500	457	3,655	146%	(1,155)
EXPENDITURES	600	-	449	75%	151
ENDING FUND BALANCE	36,182		41,139		

2% FIRE DUES	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	REMAINING BUDGET
BEGINNING FUND BALANCE	21,815	-	42,496		
REVENUES					
Fire Insurance Dues	112,832	-	-	0%	112,832
TOTAL REVENUES	112,832	-	-	0%	112,832
EXPENDITURES	112,830	(92)	16,952	15%	95,878
ENDING FUND BALANCE	21,817		25,544		

**TOWN OF GRAND CHUTE
CAPITAL PROJECTS FUND
2020 BUDGET STATEMENT
JUNE 2020**

	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	REMAINING BUDGET
BEGINNING FUND BALANCE	1,924,888		566,725		
REVENUES					
Borrowing-Long Term	8,000,000	-	-	0%	8,000,000
General Fund/Mill Tax	-	-	-	0%	-
Developer Contributions	-	-	-	0%	-
Interest	-	-	-	0%	-
Transfer From Other Funds	500,000	-	-	0%	500,000
TOTAL REVENUES	8,500,000	-	-	0%	8,500,000
TOTAL RESOURCES	10,424,888	-	566,725	5%	8,500,000
EXPENDITURES					
Recreation-Park/Trails	1,895,200	6,240	19,380	1%	1,875,820
Fire Capital Outlay	-	-	-	0%	-
Street Construction	9,488,000	280,225	1,231,810	13%	8,256,190
Highway Building Outlay	200,000	-	-	0%	200,000
Accounting Software	-	-	-	0%	-
Public Facilities	820,000	-	-	0%	820,000
Other General Government	300,000	3,774	3,774	1%	296,226
Signage & Communication Equipment	-	-	-	0%	-
Issuance Fee	50,000	-	-	0%	50,000
TOTAL EXPENDITURES	12,753,200	290,239	1,254,964	10%	11,498,236
ENDING FUND BALANCE	(2,328,312)		(688,239)		

**TOWN OF GRAND CHUTE
DEBT SERVICE FUND
2020 BUDGET STATEMENT
JUNE 2020**

	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	REMAINING BUDGET
BEGINNING FUND BALANCE	151,728		637,725		
REVENUES					
Mil Tax	2,100,000	-	2,100,000	100%	-
Borrowing L/T - Refunding Bonds	-	-	-	0%	-
Premium on Debt Issue	-	-	-	0%	-
From Special Assessments	1,501,276	-	1,501,276	100%	-
From Park Development	-	-	-	0%	-
From Fire Impact Fee Fund	-	-	-	0%	-
TOTAL REVENUES	3,601,276	-	3,601,276	100%	-
EXPENDITURES					
Debt Principal-'10	605,000	-	-	0%	605,000
Debt Principal-'12	740,000	-	740,000	100%	-
Debt Principal-'16	700,000	-	-	0%	700,000
Debt Principal-'18	585,000	-	585,000	100%	-
Debt Principal-'19	550,000	-	-	0%	550,000
Debt Interest'-10	18,150	-	9,075	50%	9,075
Debt Interest'-12	30,068	-	17,716	59%	12,352
Debt Interest'-16	133,847	66,923	66,923	50%	66,924
Debt Interest'-18	152,300	-	82,000	54%	70,300
Debt Interest'-19	150,000	104,588	104,588	70%	45,412
Contractual Services	4,000	-	-	0%	4,000
TOTAL EXPENDITURES	3,668,365	171,512	1,605,303	44%	2,063,062
ENDING FUND BALANCE	84,639		2,633,698		

**TOWN OF GRAND CHUTE
SPECIAL ASSESSMENT FUNDS
2020 BUDGET STATEMENT
JUNE 2020**

SPECIAL ASSESSMENTS	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	REMAINING BUDGET
BEGINNING FUND BALANCE	2,949,128		3,463,036		
REVENUES					
Special Assessments	600,000	177,961	826,306	138%	(226,306)
Interest on Special Assessments	80,000	8,819	80,817	101%	(817)
TOTAL REVENUES	680,000	186,780	907,123	133%	(227,123)
TOTAL RESOURCES	3,629,128	186,780	4,370,159	120%	(227,123)
EXPENDITURES					
Uncollectible Special Assessment	-	-	-	0%	-
Transfer to Debt Service	1,501,276	-	1,501,276	100%	-
Transfer to General Fund	-	-	-	0%	-
TOTAL EXPENDITURES	1,501,276	-	1,501,276	100%	-
ENDING FUND BALANCE	2,127,852	186,780	2,868,883		

**TOWN OF GRAND CHUTE
TAX INCREMENT DISTRICT NO. 1
2020 BUDGET STATEMENT
JUNE 2020**

	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	REMAINING BUDGET
BEGINNING FUND BALANCE	(138,778)		(141,699)		
REVENUES					
General Fund/Mill Tax	330,000	-	266,644	81%	63,356
Personal Property Aid	6,149	-	121,717	1979%	(115,568)
Miscellaneous Income	-	-	-	0%	-
Interest	2,200	718	1,507	68%	694
Sale of Land	-	-	-	0%	-
Transfer from General Fund	-	-	-	0%	-
TOTAL REVENUES	338,349	718	389,868	0%	(51,519)
TOTAL RESOURCES	199,571	718	248,169	0%	(51,519)
EXPENDITURES					
Land Acquisition	-	-	-	0%	-
Site Development	-	-	-	0%	-
Landscape/Tree Enhancement	-	-	-	0%	-
Contracted Services	1,000	-	-	0%	1,000
Street Outlay	-	-	-	0%	-
Traffic Signals	-	-	-	0%	-
Streetlights	-	-	-	0%	-
Water Outlay	-	-	-	0%	-
Sewer Outlay	-	-	-	0%	-
Storm Outlay	-	-	-	0%	-
Administrative Expenses	7,480	569	3,561	48%	3,919
Professional Services - Land Sale	-	-	-	0%	-
Debt Expense	179,561	14,781	14,781	8%	164,780
Interest to General Fund	11,000	1,000	6,000	55%	5,000
Transfer to General Fund	200,000	-	-	0%	200,000
TOTAL EXPENDITURES	399,041	16,349	24,342	0%	374,699
ENDING FUND BALANCE	(199,470)		223,827		

**TOWN OF GRAND CHUTE
TAX INCREMENT DISTRICT NO. 2
2020 BUDGET STATEMENT
JUNE 2020**

	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	REMAINING BUDGET
BEGINNING FUND BALANCE	(1,871,729)		(945,132)		
REVENUES					
Borrowing-Long Term	4,075,000	-	-	0%	4,075,000
General Fund/Mill Tax	500,000	-	569,876	114%	(69,876)
Personal Property Aid	4,250	-	-	0%	4,250
Miscellaneous Income	-	-	-	0%	-
Interest	3,000	(3,127)	(8,581)	-286%	11,581
Sale of Land	1,000,000	-	-	0%	1,000,000
Transfer from General Fund	-	-	-	0%	-
TOTAL REVENUES	5,582,250	(3,127)	561,294	0%	5,020,956
TOTAL RESOURCES	3,710,521	(3,127)	(383,837)	0%	5,020,956
EXPENDITURES					
Land Acquisition	-	4,205	44,455	0%	(44,455)
Site Development	75,000	1,350	198,591	265%	(123,591)
Landscape/Tree Enhancement	300,000	-	4,800	2%	295,200
Contracted Services	50,000	3,515	7,669	15%	42,331
Street Outlay	3,600,000	-	3,962	0%	3,596,038
Traffic Signals	-	-	-	0%	-
Streetlights	-	-	-	0%	-
Water Outlay	-	-	-	0%	-
Sewer Outlay	-	-	-	0%	-
Storm Outlay	-	-	-	0%	-
Administrative Expenses	209,250	571	40,703	19%	168,547
Professional Services - Land Sale	116,000	-	-	0%	116,000
Debt Expense	415,633	7,550	325,516	78%	90,117
Interest to General Fund	18,250	1,792	10,750	59%	7,500
Transfer to General Fund	600,000	-	-	0%	600,000
TOTAL EXPENDITURES	5,384,133	18,982	636,446	0%	4,747,687
ENDING FUND BALANCE	(1,673,612)		(1,020,283)		

**TOWN OF GRAND CHUTE
TAX INCREMENT DISTRICT NO. 3
2020 BUDGET STATEMENT
JUNE 2020**

	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	REMAINING BUDGET
BEGINNING FUND BALANCE	(17,789)		(1,522,081)		
REVENUES					
Borrowing-Long Term	-	-	-	0%	-
General Fund/Mill Tax	100,000	-	86,540	87%	13,460
WEDC Idle Sites Grant	-	-	-	0%	-
Miscellaneous Income	-	-	-	0%	-
Interest	-	(4,554)	(18,537)	0%	18,537
Sale of Land	-	-	-	0%	-
Transfer from General Fund	-	-	-	0%	-
TOTAL REVENUES	100,000	(4,554)	68,003	0%	31,997
TOTAL RESOURCES	82,211	(4,554)	(1,454,078)	0%	31,997
EXPENDITURES					
Land Acquisition	120,000	-	-	0%	120,000
Site Development	-	-	-	0%	-
Landscape/Tree Enhancement	-	-	-	0%	-
Contracted Services	100,000	-	-	0%	100,000
Street Outlay	-	6,000	17,470	0%	(17,470)
Traffic Signals	-	-	-	0%	-
Streetlights	-	-	-	0%	-
Water Outlay	-	-	-	0%	-
Sewer Outlay	-	-	-	0%	-
Storm Outlay	-	-	-	0%	-
Building Demolition	-	-	-	0%	-
Administrative Expenses	163,683	569	3,561	2%	160,122
Debt Expense	-	-	-	0%	-
Interest to General Fund	-	-	-	0%	-
Transfer to General Fund	-	-	-	0%	-
TOTAL EXPENDITURES	383,683	6,568	21,031	0%	362,652
ENDING FUND BALANCE	(301,472)		(1,475,109)		

**TOWN OF GRAND CHUTE
TAX INCREMENT DISTRICT NO. 4
2020 BUDGET STATEMENT
JUNE 2020**

	2020 BUDGET	CURRENT MONTH	2020 YTD	% BUDGET	REMAINING BUDGET
BEGINNING FUND BALANCE	(1,843,041)		(1,382,691)		
REVENUES					
Borrowing-Long Term	2,000,000	-	-	0%	2,000,000
General Fund/Mill Tax	-	-	52,587	0%	(52,587)
Miscellaneous Income	-	-	-	0%	-
Interest	-	(4,384)	(11,464)	0%	11,464
Sale of Land	-	-	-	0%	-
Transfer from General Fund	-	-	-	0%	-
TOTAL REVENUES	2,000,000	(4,384)	41,123	0%	1,958,877
TOTAL RESOURCES	156,959	(4,384)	(1,341,568)	0%	1,958,877
EXPENDITURES					
Land Acquisition	-	-	-	0%	-
Site Development	30,000	-	3,297	11%	26,703
Landscape/Tree Enhancement	-	-	-	0%	-
Contracted Services	52,000	-	5,797	11%	46,203
Street Outlay	400,000	-	-	0%	400,000
Traffic Signals	-	-	-	0%	-
Streetlights	-	-	-	0%	-
Water Outlay	-	-	-	0%	-
Sewer Outlay	-	-	-	0%	-
Storm Outlay	-	-	36,131	0%	(36,131)
Administrative Expenses	15,500	3,868	21,301	137%	(5,801)
Professional Services - Land Sale	-	-	-	0%	-
Debt Expense	-	21,727	21,727	0%	(21,727)
Interest to General Fund	-	-	-	0%	-
Transfer to General Fund	-	-	-	0%	-
TOTAL EXPENDITURES	497,500	25,595	88,254	0%	409,246
ENDING FUND BALANCE	(340,541)		(1,429,822)		

6./7.

**Town of Grand Chute
Special Exception Request
GCD, LLC**

To: Plan Commission

From: Michael Patza, Town Planner

Date: June 10, 2020

Address: 4620 N. Lynndale Drive

App. #: SE-10-20

REQUEST

1. **Proposed Use:** Planned Unit Development (PUD) residential.
2. **Project Description:** Development of White Hawk West Condominium, a 36-unit residential development.
3. **Plat/CSM Accurate parcel lines/lot recorded:** Yes, pending approval of the Condo Plat.

ANALYSIS

Applicant proposes to develop this property for a residential condominium project. The development will feature a total of 36 residential units comprised of 9 separate 4-unit townhome style buildings. Site access will be from a new private road connecting to the existing driveway on N. Lynndale Drive that serves White Hawk Apartments. A cross-access easement is in place to provide access to this property. The private road will terminate with a cul-de-sac on the northeast side of the site. A secondary emergency only access lane will be constructed from the cul-de-sac and connect to the existing emergency access lane that extends to future Buran Way. This access will also serve as a connection to the existing multi-use trail and will be gated to prevent private vehicle use.

All units will feature 3 bedrooms/2 baths, 2-car attached garages, separate entrances, and are approximately 1,500 sq. ft. in size. All units will feature look-out windows on the east side of the lower level. Building exteriors will feature a combination of traditional vinyl siding and brick elements. Staff worked closely with the developer to ensure a high design standard was met to ensure compatibility with adjacent neighborhoods. The Stormwater Management Plan consists of using overland flow to direct runoff to a new stormwater facility on the northeast side of the property. The Town Engineer is reviewing Stormwater Management and Erosion Control Plans and their approval is a condition of this Special Exception.

The 8.24 acre parcel being considered is zoned R-4 Multi-family Residence District. The R-4 zoning classification provides for a maximum density of 10 residential units/acre. The current zoning classification would allow development of traditional multi-family apartments at that density with only Site Plan approval required from the Plan Commission. The proposed development has a density of approximately 4.4 units/acre. Introducing a lower density development will provide a buffer between the multi-family development to the west and the single-family residential neighborhood to the south and east. Landscaping for the development includes a buffer yard planting on the south and east side of the site to provide screening to the adjacent single-family residential neighborhood. The buffer yard planting will enhance the natural buffer provided by the stream on the east side of the site. Furthermore, the PUD designation and condo form of ownership will provide assurances on construction of infrastructure, landscaping and buildings, and long-term property maintenance. Subsequent to approval of the Special Exception for PUD designation, a condominium plat and site plan has been submitted for Town approval.

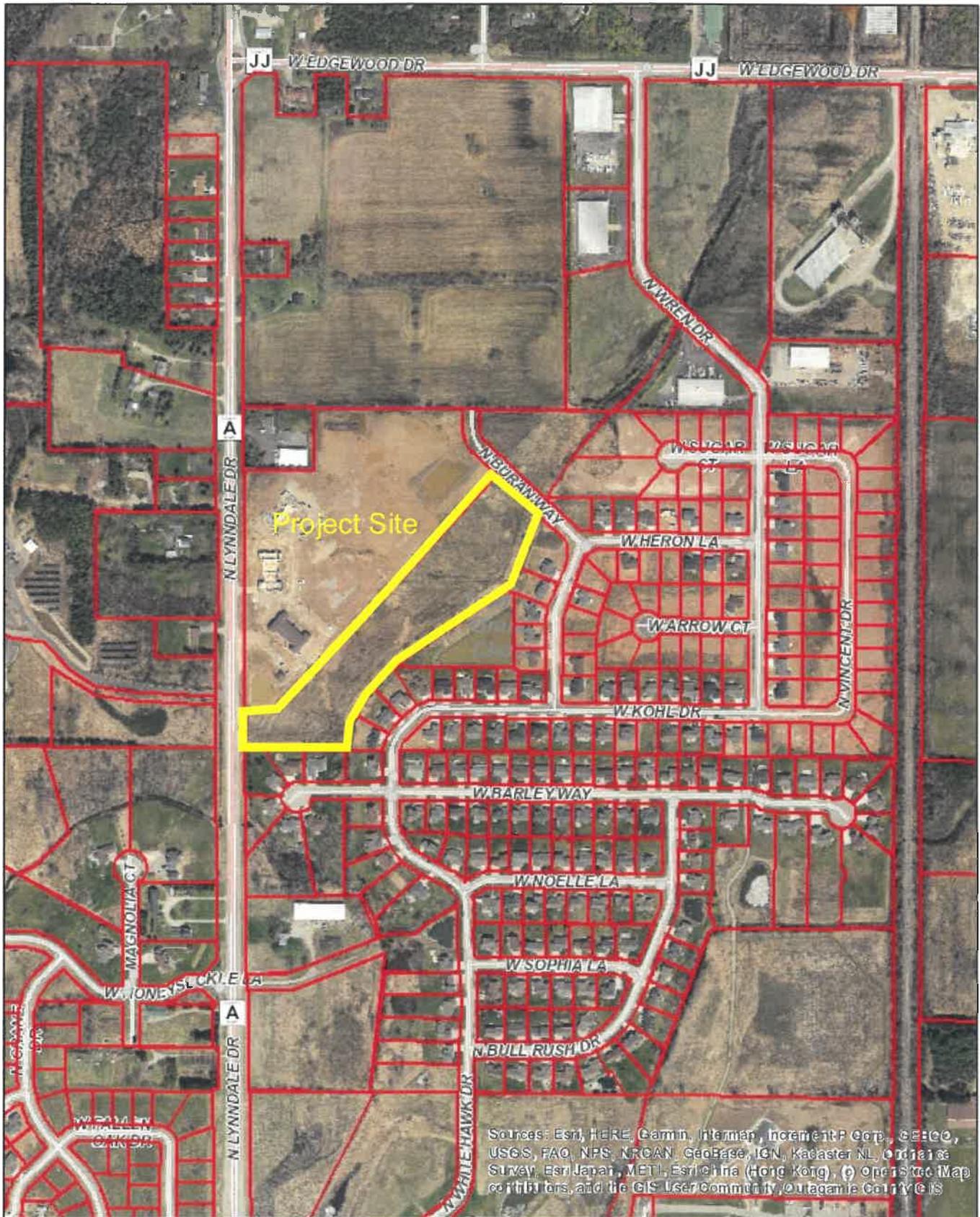
FINDINGS OF FACT IN GRANTING OF A SPECIAL EXCEPTION

- a. The establishment, maintenance or operation of the proposed Special Exception use or structure at the proposed location will not be detrimental or injurious to the use and enjoyment of existing uses on adjacent properties or properties in the vicinity. *Found.*
- b. The establishment, maintenance or operation of the proposed Special Exception use or structure, alone or in combination with other existing Special Exception uses and structures in the vicinity will not cause traffic hazards. *Found.*
- c. Adequate provision is made for surface water drainage, ingress and egress to the property, and off-street parking. *Found.*
- d. Adequate public facilities and services are available for the proposed Special Exception use of structure. *Found.*

RECOMMENDATION

Staff has reviewed and supports a Plan Commission recommendation for approval of the Special Exception (SE-10-20) requested by GCD, LLC, 4620 N. Lynndale Drive, for a Planned Unit Development designation of the White Hawk West Condominium, subject to Town Engineer approval of Stormwater Management and Erosion Control Plans.

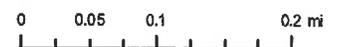
SE-10-20 -- 4620 N. Lynndale Drive



Disclaimer: The data provided in the Town of Grand Chute Interactive GIS Map was generated from multiple sources and agencies. Every effort has been made to offer the most accurate data. However, the Town provides this information with the understanding that it is not guaranteed to be accurate, correct, or complete. The Town may make improvements to the Interactive GIS Map periodically. Conclusions drawn from this information are the responsibility of the user. The user agrees that the Town of Grand Chute shall not be held responsible for actions, claims, damages, or judgments made from this data.

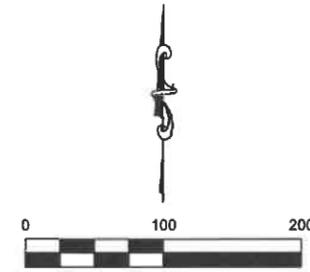
Author:

Copyright:



White Hawk West Condominium

All of Lot 2 Certified Survey Map 4634, being part of the Southwest 1/4 of the Northeast 1/4 Section 09, Township 21 North, Range 17 East, Town of Grand Chute, Outagamie County, Wisconsin



Bearings are referenced to the West line of the Northeast 1/4, Section 09, T21N, R17E, assumed to bear S00°33'45"E, base on the Outagamie County Coordinate System.

Notes:

Limited Common Elements are depicted on this plat as "LCE".

Limited Common Elements Include:
Patio, Service Walks, Stoops, Decks and Driveways

All areas within the condominium boundary are Common Elements unless depicted as "Unit" or "LCE".

Property Description

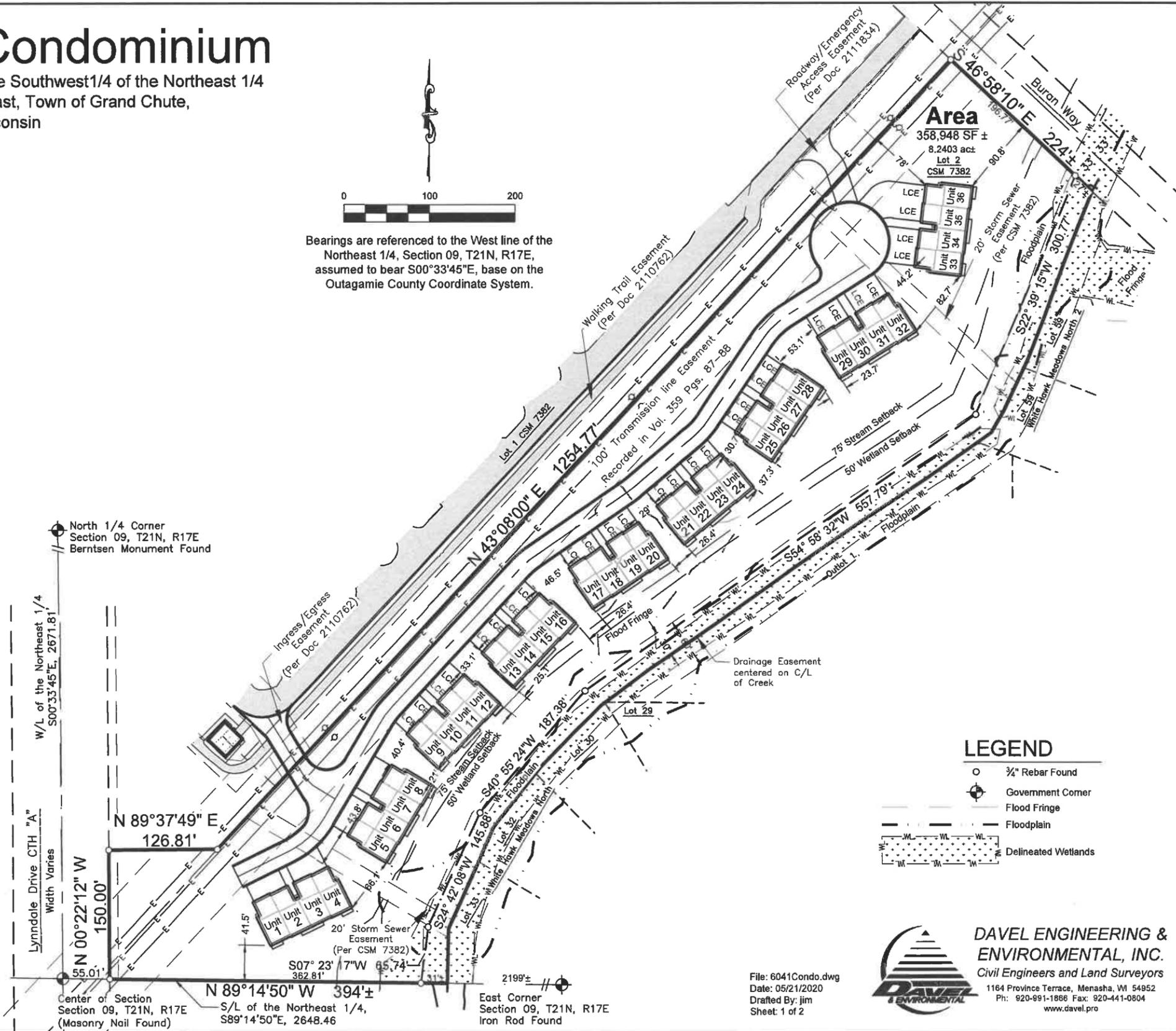
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Surveyors Certificate

I, James R. Sehloff, Professional Land Surveyor, do hereby certify that this plat is a correct representation of the condominium described and that the identification and location of each unit, limited common elements, and the common elements can be determined from this plat.

James R. Sehloff PLS 2692
jim@davel.pro

Date



LEGEND

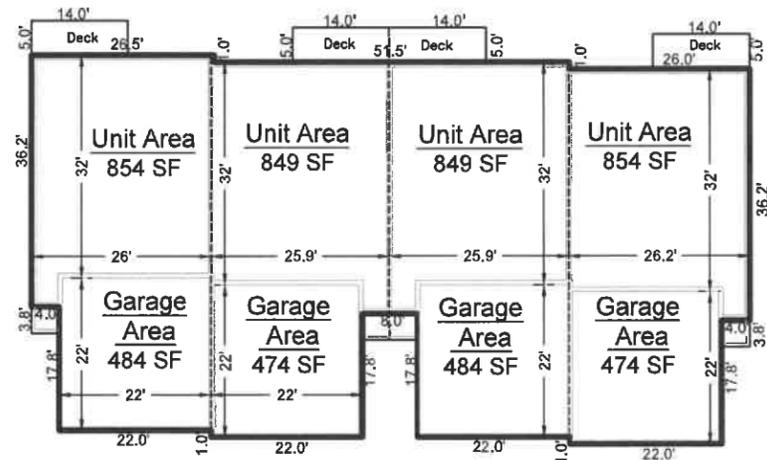
- 3/4" Rebar Found
- ⊕ Government Corner
- Flood Fringe
- Floodplain
- Delineated Wetlands

File: 6041Condo.dwg
Date: 05/21/2020
Drafted By: jim
Sheet: 1 of 2

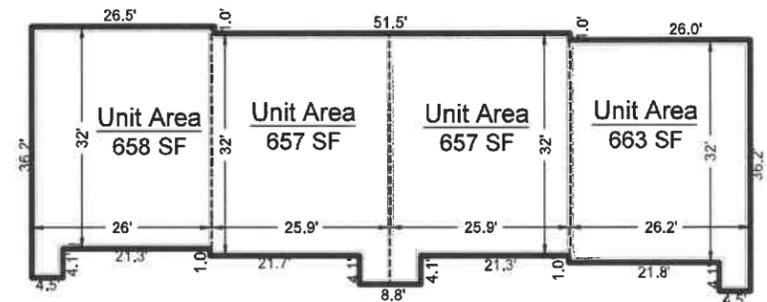
DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-441-0804
www.davel.pro

White Hawk West Condominium

All of Lot 2 Certified Survey Map 4634, being part of the Southwest 1/4 of the Northeast 1/4 Section 09, Township 21 North, Range 17 East, Town of Grand Chute, Outagamie County, Wisconsin



First Floor



Lower Level

Units	Units	Units	Units
4, 8, 12, 16, 20, 24, 28, 32 & 36	3, 7, 11, 15, 19, 23, 27, 31 & 35	2, 6, 10, 14, 18, 22, 26, 30 & 34	1, 5, 9, 13, 17, 21, 25, 29 & 33

Unit areas shown are finished floor areas per building plans.

Town Planning Agency Approval Certificate

Resolved, that this Condominium Plat in the Town of Grand Chute, Outagamie County, is hereby approved by The Town of Grand Chute.

Town Planning Administrator Date

This Condominium Plat is contained wholly within the property described in the following recorded instruments:

Property owner of record:	Recording Information:	Parcel Number(s):
GCD, LLC	Doc No. _____	101030402

James R. Sehloff PLS 2692 Date
jim@davel.pro

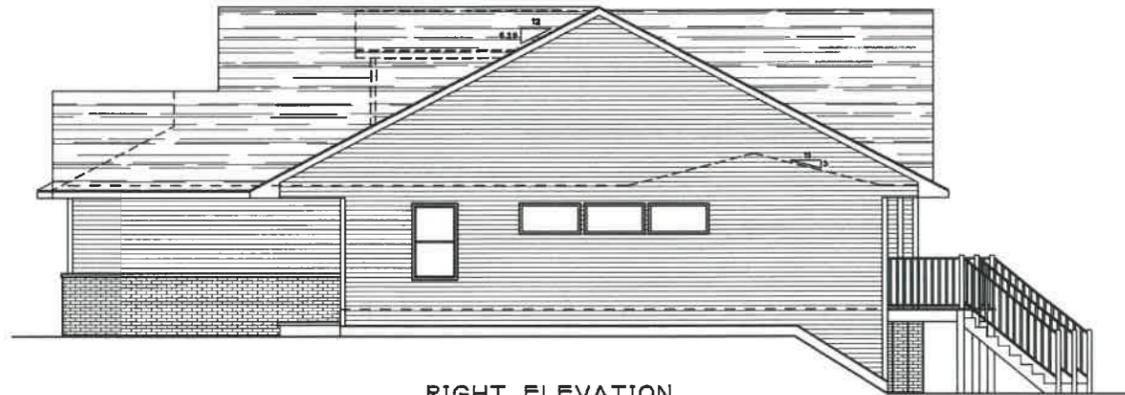
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Date: 05/26/2020
Drafted By: jim
Sheet: 2 of 2



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LEFT ELEVATION
SCALE: 1/4"=1'-0"



RIGHT ELEVATION
SCALE: 1/4"=1'-0"



ACS
Architectural &
Structural
327 RANDOLPH DRIVE
APPLETON, WI 54913
TEL: 920-574-2657 FAX: 920-574-2660

A NEW COMMERCIAL / RESIDENTIAL BUILDING FOR,
4 UNIT
APPLETON, WISCONSIN

DATE: MAR 18, 2020
ARCH: E. SPERL
D. BY: C. MORNING
JOB: 20-014
REV: 1-18-20

A
1.0



327 RANDOLPH DRIVE
 APPLETON, WI 54913
 TEL: 920-874-2657 FAX: 920-874-2660

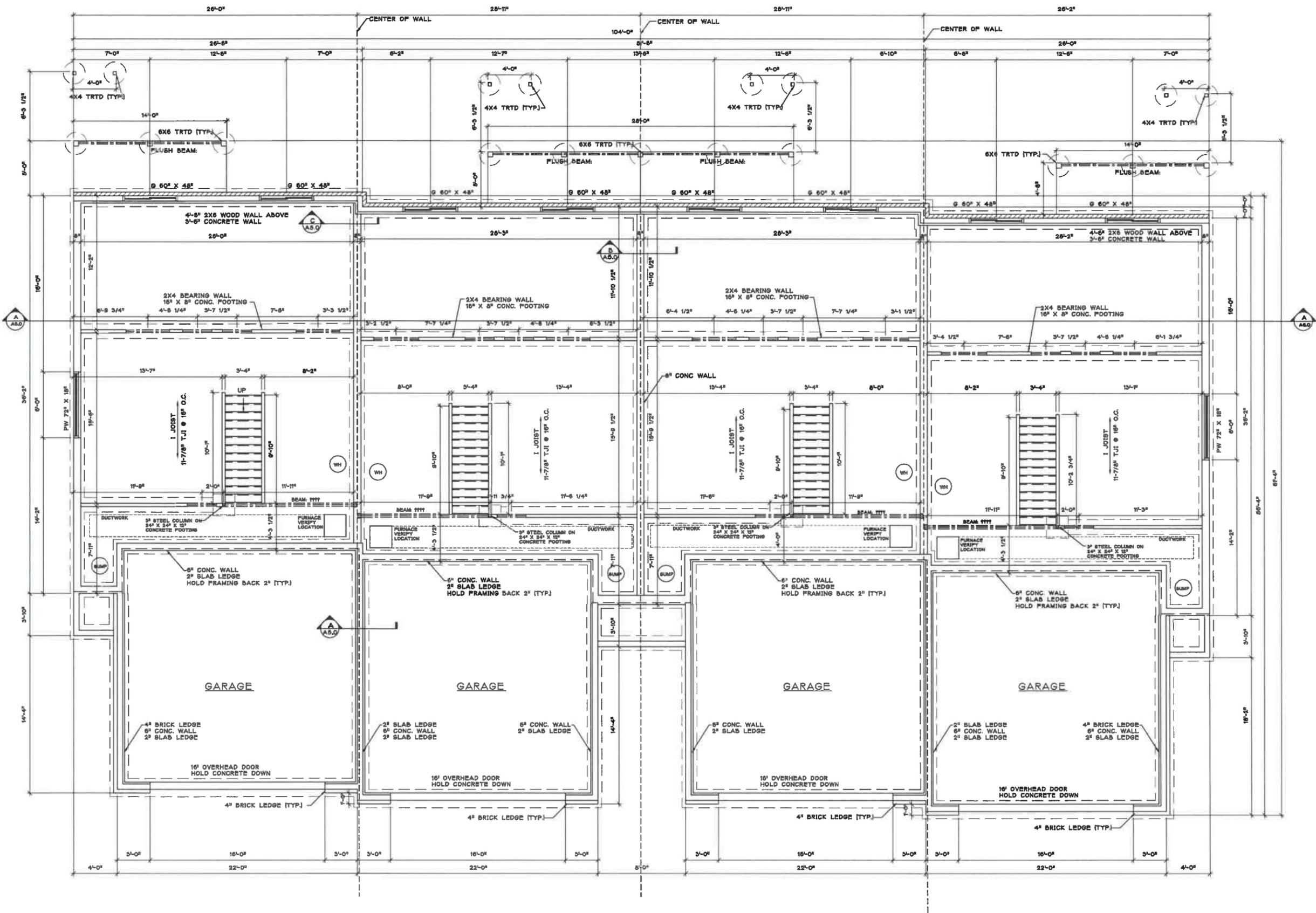
A NEW COMMERCIAL / RESIDENTIAL BUILDING FOR,

4 UNIT

APPLETON, WISCONSIN

DATE: MAR 16, 2020
 ARCH: E. SPEL
 D. BY: C. HORNBERG
 JOB: 20-016
 REV: 1-18-20

A
2.0



FOUNDATION PLAN
 SCALE: 1/4"=1'-0"



327 RANDOLPH DRIVE
 APPLETON, WI 54915
 TELE: 920-574-2657 FAX: 920-574-2660

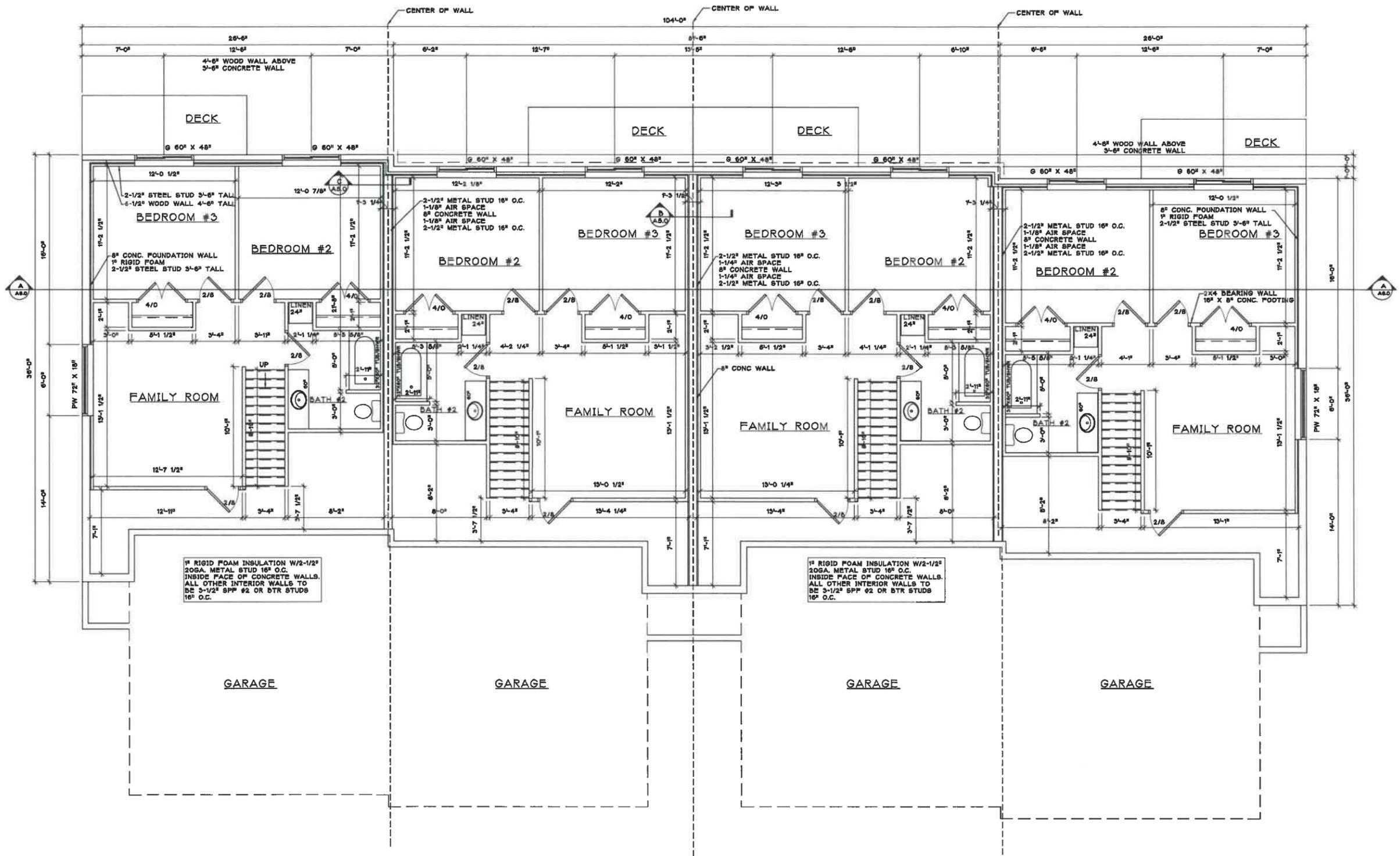
A NEW COMMERCIAL / RESIDENTIAL BUILDING FOR,

4 UNIT

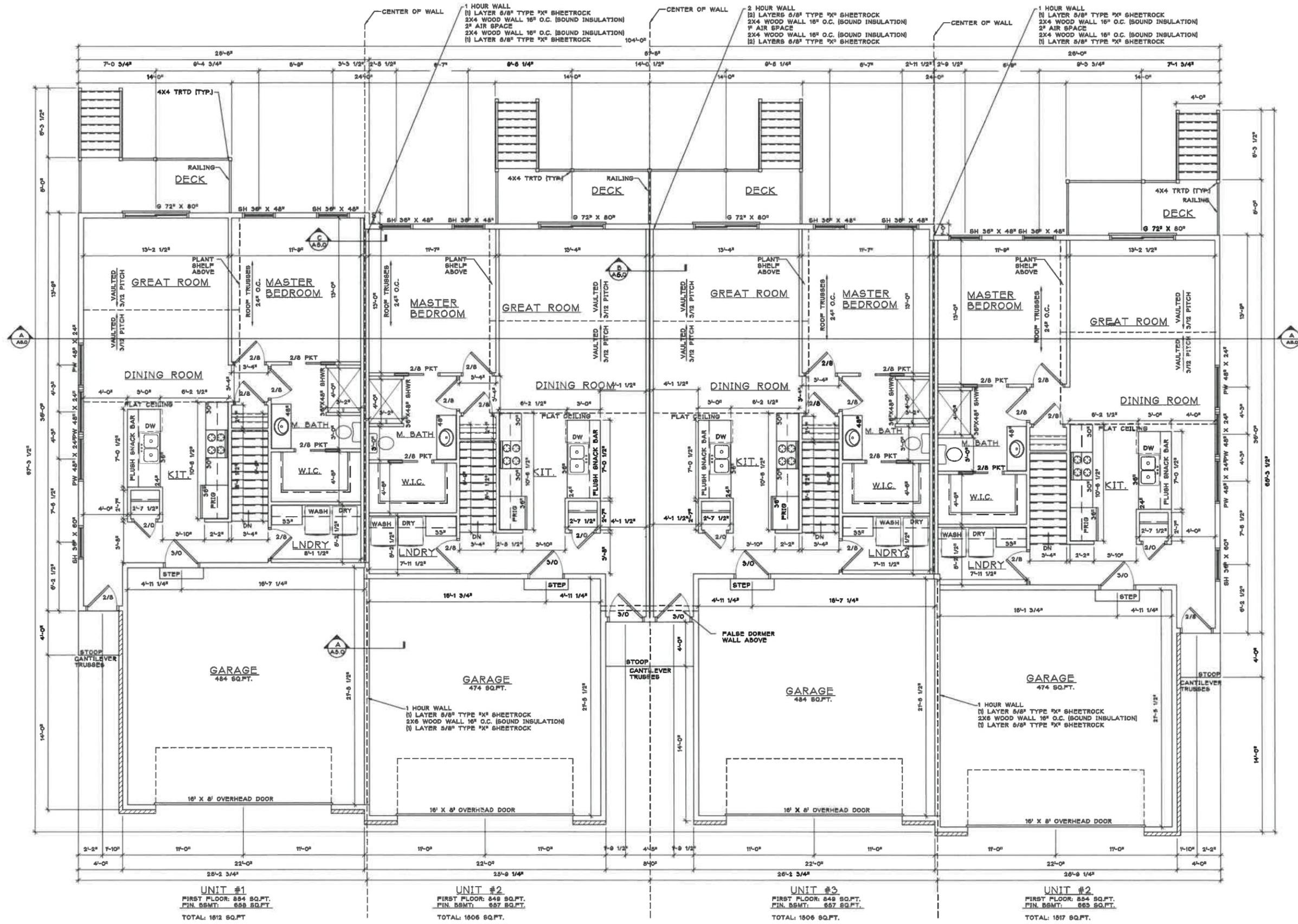
APPLETON, WISCONSIN

DATE: MAR 18, 2020
 ARCH: E. SPEER
 D. BY: C. HORNUNG
 JOB: 20-014
 REV: 1-18-20

A
3.0



FINISH BASEMENT PLAN
 SCALE: 1/4"=1'-0"



FIRST FLOOR PLAN
 SCALE: 1/4"=1'-0"



327 RANDOLPH DRIVE
 APPLETON, WI 54915
 TELE: 920-574-2657 FAX: 920-574-2660

A NEW COMMERCIAL / RESIDENTIAL BUILDING FOR,

4 UNIT

APPLETON, WISCONSIN

DATE: MAR 18, 2020
 ARCH: K. SPICAL
 D. BY: C. HORNBERG
 JOB: 20-014
 REV: 1-18-20

A
4.0

**Town of Grand Chute
Condominium Plat Review
White Hawk West Condominium**

To: Plan Commission

From: Michael Patza, Town Planner

Date: June 10, 2020

Address: 4620 N. Lynndale Drive

App#: CP-03-20

REQUEST

- 1. Proposed Use(s):** Single-family condominium units.
- 2. Project Description:** 36 attached single-family units.
- 3. Plat/CSM Accurate parcel lines/lot recorded:** Yes, new condominium plat pending

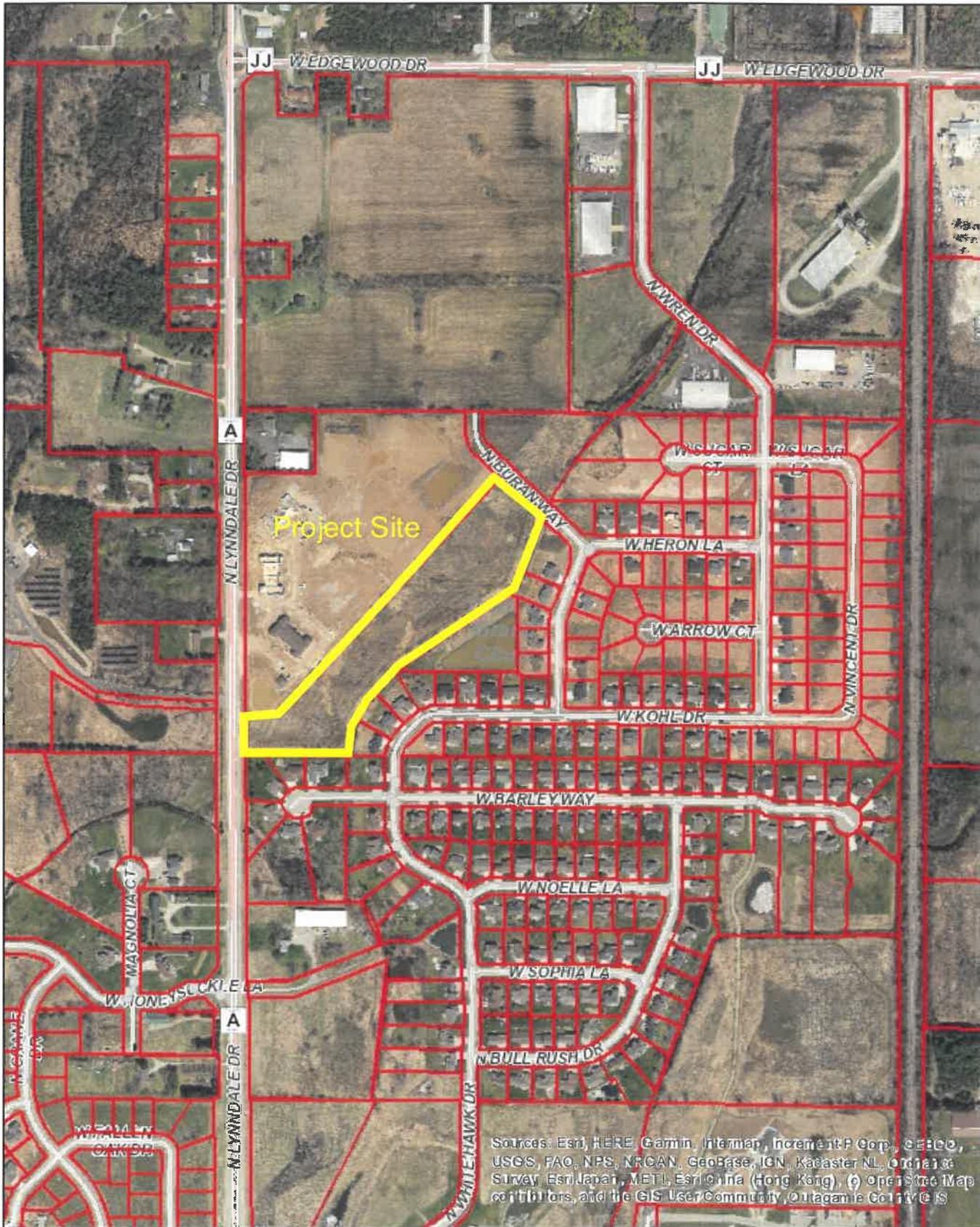
ANALYSIS

This residential condominium features 36 attached single-family units comprised of 9 separate 4-unit buildings. Access to the development will be from a private road connecting to the existing driveway on N. Lynndale Drive that serves White Hawk Apartments. A cross-access easement is in place to provide access to this property. All units will feature 3 bedrooms/2 baths, 2-car attached garages, separate entrances, and are approximately 1,500 sq. ft. in size. The Condominium Plat has been reviewed and meets all statutory requirements.

RECOMMENDATION

Staff has reviewed and supports a Plan Commission recommendation for approval of the Condo Plat for White Hawk West Condominium (CP-03-20), subject to Town Board approval of Special Exception SE-10-20.

CP-03-20 -- 4620 N. Lynndale Drive

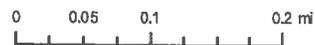


Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, Mapbox Contributors, and the GIS User Community, Outagamie County GIS

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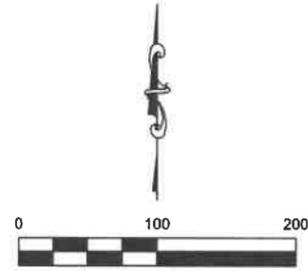
Author:

Copyright:



White Hawk West Condominium

All of Lot 2 Certified Survey Map 4634, being part of the Southwest 1/4 of the Northeast 1/4 Section 09, Township 21 North, Range 17 East, Town of Grand Chute, Outagamie County, Wisconsin



Bearings are referenced to the West line of the Northeast 1/4, Section 09, T21N, R17E, assumed to bear S00°33'45"E, base on the Outagamie County Coordinate System.

Notes:

Limited Common Elements are depicted on this plat as "LCE".

Limited Common Elements Include:
Patios, Service Walks, Stoops, Decks and Driveways

All areas within the condominium boundary are Common Elements unless depicted as "Unit" or "LCE".

Property Description

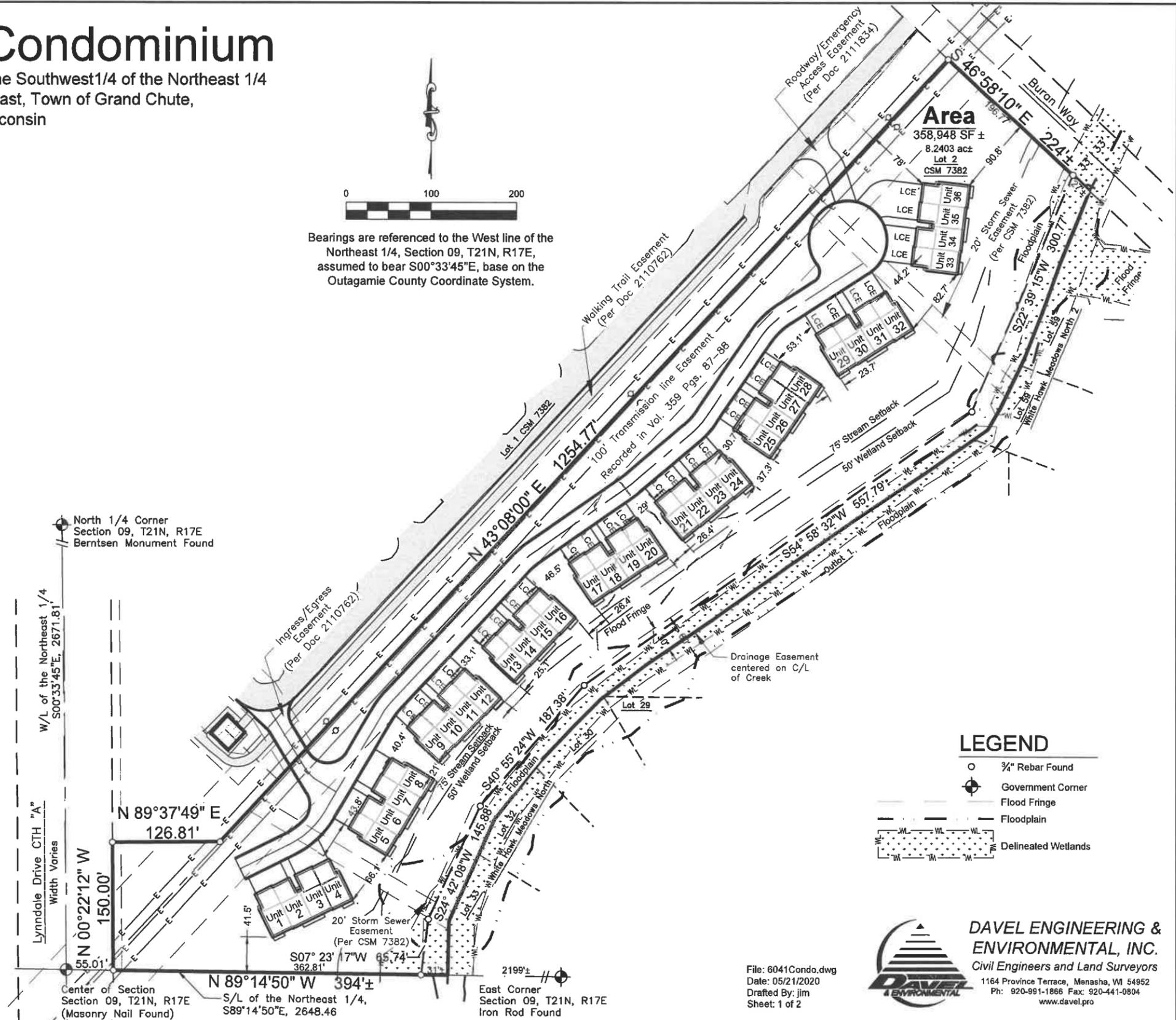
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Surveyors Certificate

I, James R. Sehloff, Professional Land Surveyor, do hereby certify that this plat is a correct representation of the condominium described and that the identification and location of each unit, limited common elements, and the common elements can be determined from this plat.

James R. Sehloff PLS 2692
jim@davel.pro

Date



LEGEND

- 3/4" Rebar Found
- Government Corner
- Flood Fringe
- Floodplain
- Delineated Wetlands

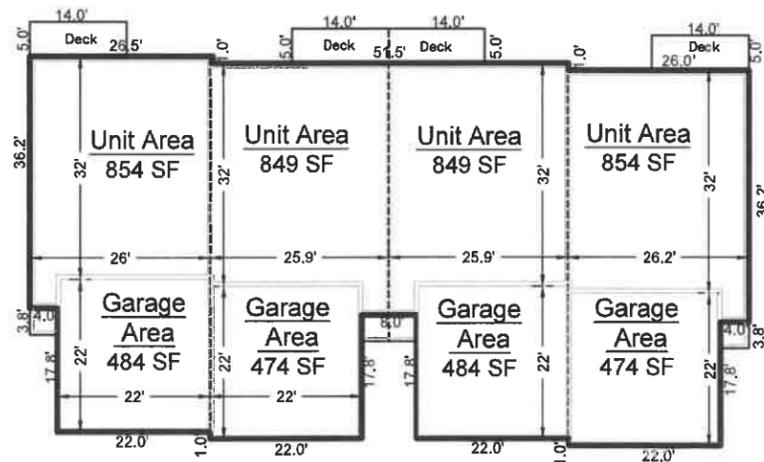
File: 6041Condo.dwg
Date: 05/21/2020
Drafted By: jim
Sheet: 1 of 2



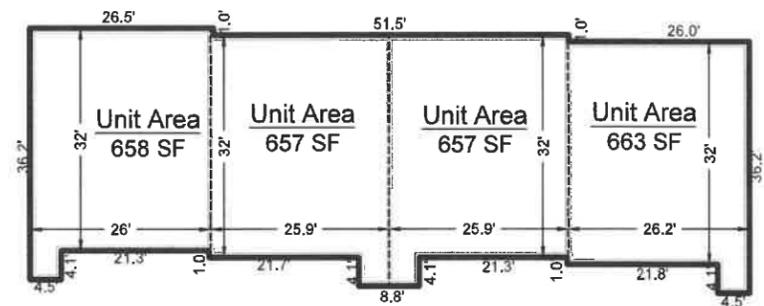
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White Hawk West Condominium

All of Lot 2 Certified Survey Map 4634, being part of the Southwest 1/4 of the Northeast 1/4
Section 09, Township 21 North, Range 17 East, Town of Grand Chute,
Outagamie County, Wisconsin



First Floor



Lower Level

Units	Units	Units	Units
4, 8, 12, 16, 20, 24, 28, 32 & 36	3, 7, 11, 15, 19, 23, 27, 31 & 35	2, 6, 10, 14, 18, 22, 26, 30 & 34	1, 5, 9, 13, 17, 21, 25, 29 & 33

Unit areas shown are finished floor areas per building plans.

Town Planning Agency Approval Certificate

Resolved, that this Condominium Plat in the Town of Grand Chute, Outagamie County, is hereby approved by The Town of Grand Chute.

Town Planning Administrator Date

This Condominium Plat is contained wholly within the property described in the following recorded instruments:

Property owner of record:	Recording Information:	Parcel Number(s):
GCD, LLC	Doc No. _____	101030402

James R. Sehloff PLS 2692 Date
jim@davel.pro

File: 6041Condo.dwg
Date: 05/26/2020
Drafted By: jim
Sheet: 2 of 2



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-441-0804
www.davel.pro



527 RANDOLPH DRIVE
 APPLETON, WI 54915
 TEL: 920-874-2697 FAX: 920-574-2660

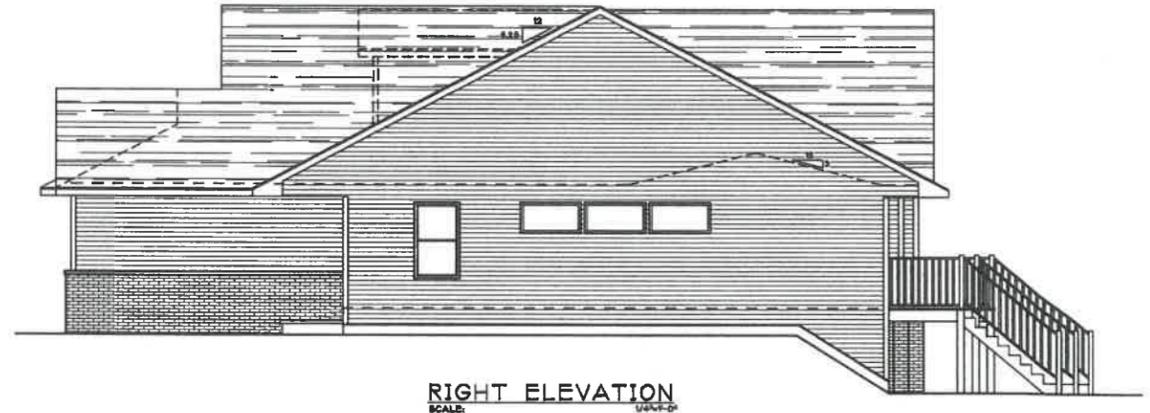
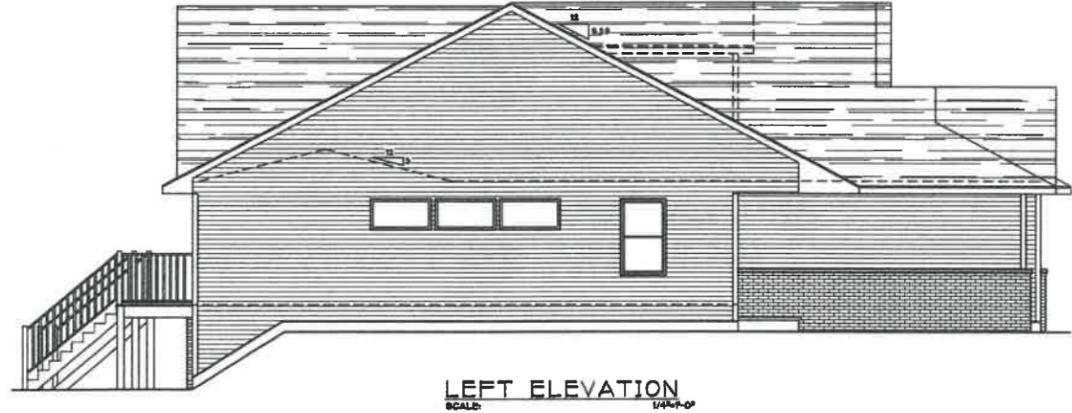
A NEW COMMERCIAL / RESIDENTIAL BUILDING FOR,

4 UNIT

APPLETON, WISCONSIN

DATE: MAR 16, 2020
 ARCH: E. SPERL
 D. BY: C. HORNUNG
 JOB: 20-004
 REV: 1-18-20

**A
1.0**





327 RANDOLPH DRIVE
 APPLETON, WI 54915
 TELE: 920-574-2697 FAX: 920-574-2660

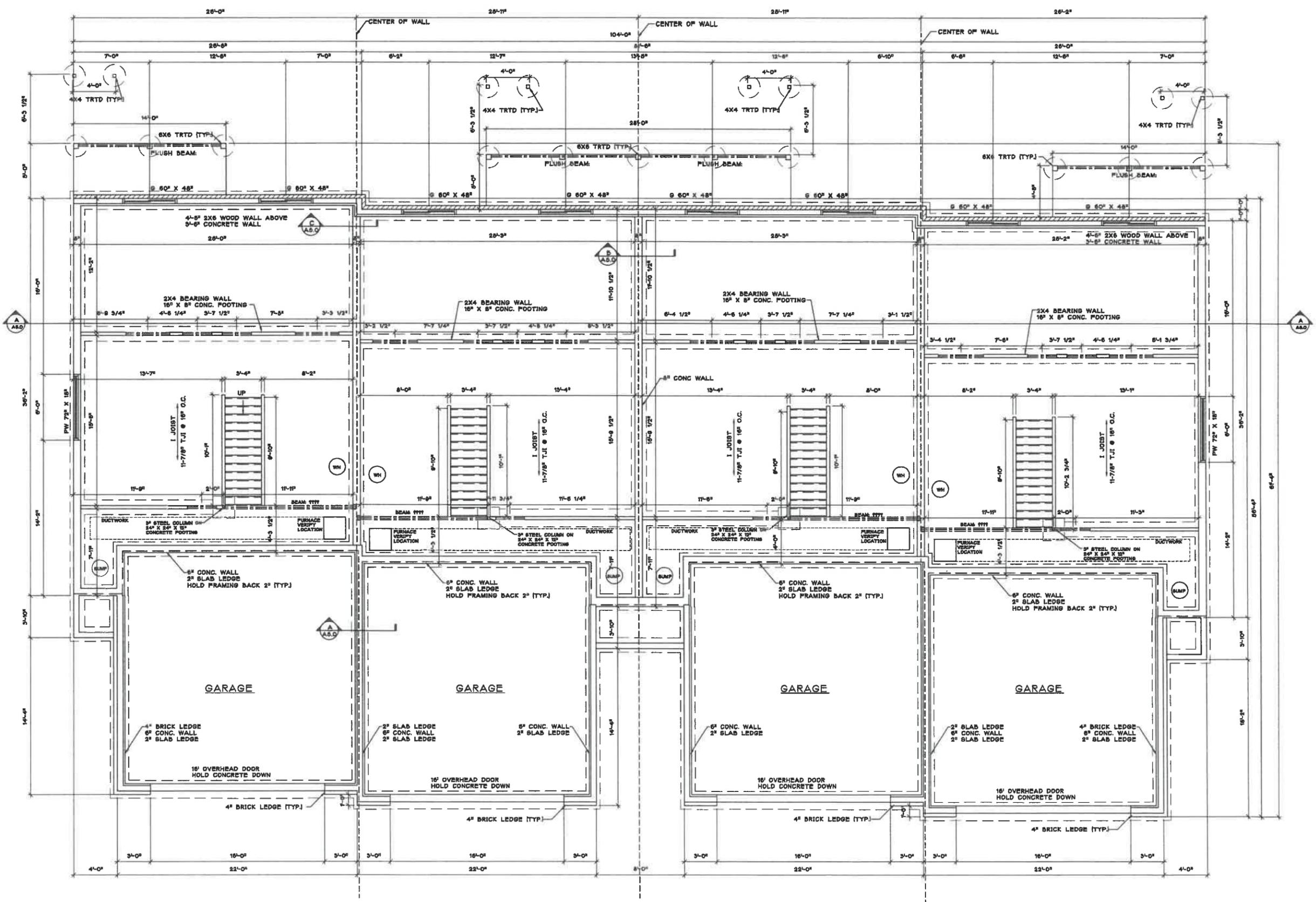
A NEW COMMERCIAL / RESIDENTIAL BUILDING FOR,

4 UNIT

APPLETON, WISCONSIN

DATE: MAR 16, 2020
 ARCH: E. SPERL
 D. BY: C. HORNUNG
 JOB: 20-04
 REV: 1-19-20

A
 2.0



FOUNDATION PLAN
 SCALE: 1/4"=1'-0"



327 RANDOLPH DRIVE
 APPLETON, WI 54912
 TELE: 920-874-2657 FAX: 920-874-2660

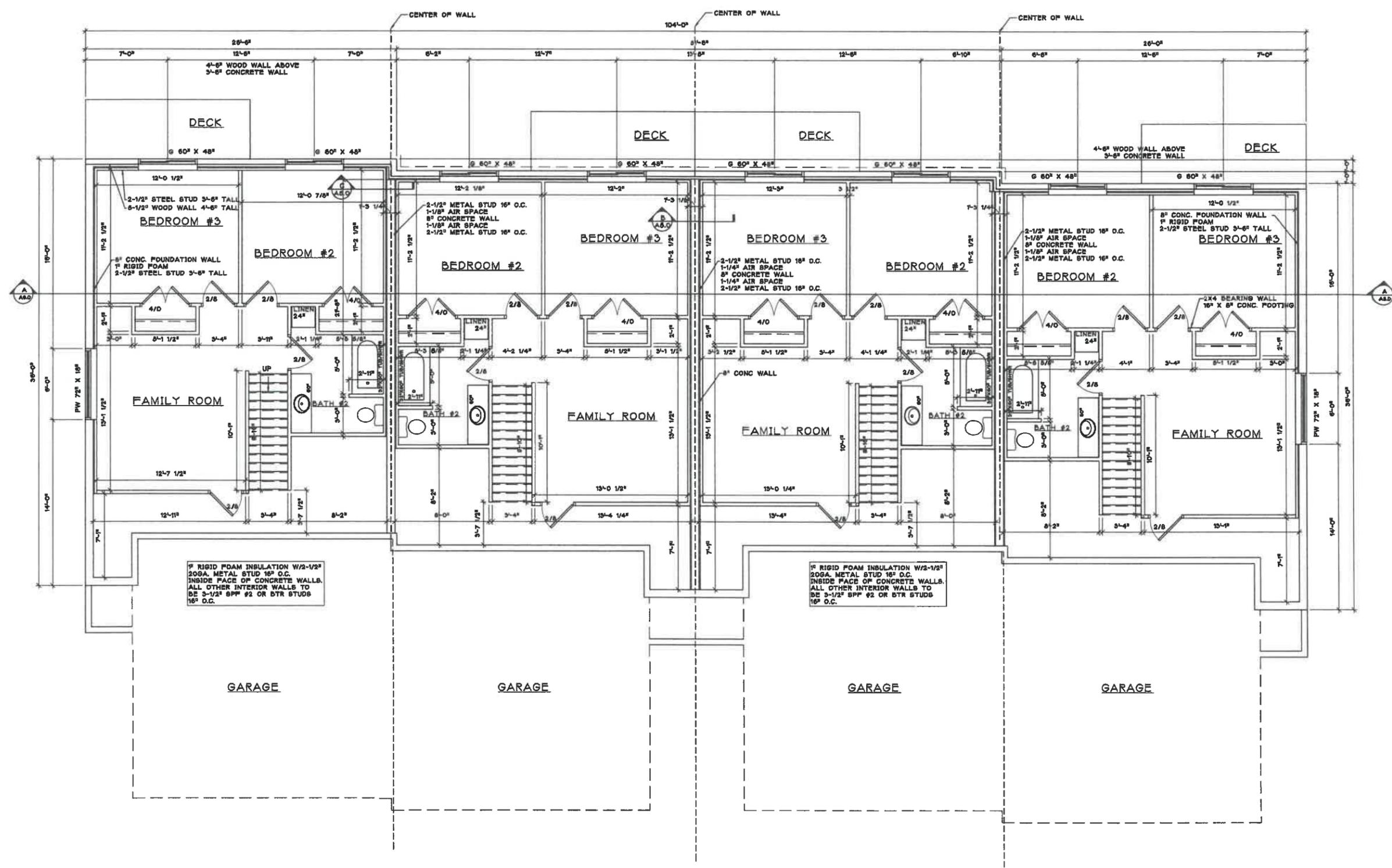
A NEW COMMERCIAL / RESIDENTIAL BUILDING FOR,

4 UNIT

WISCONSIN
 APPLETON,

DATE: MAR 28, 2020
 ARCH. K. SPERL
 D. BY: C. MORNING
 JOB: 20-014
 REV. 1-18-20

A
 3.0



FINISH BASEMENT PLAN
 SCALE: 1/4"=1'-0"

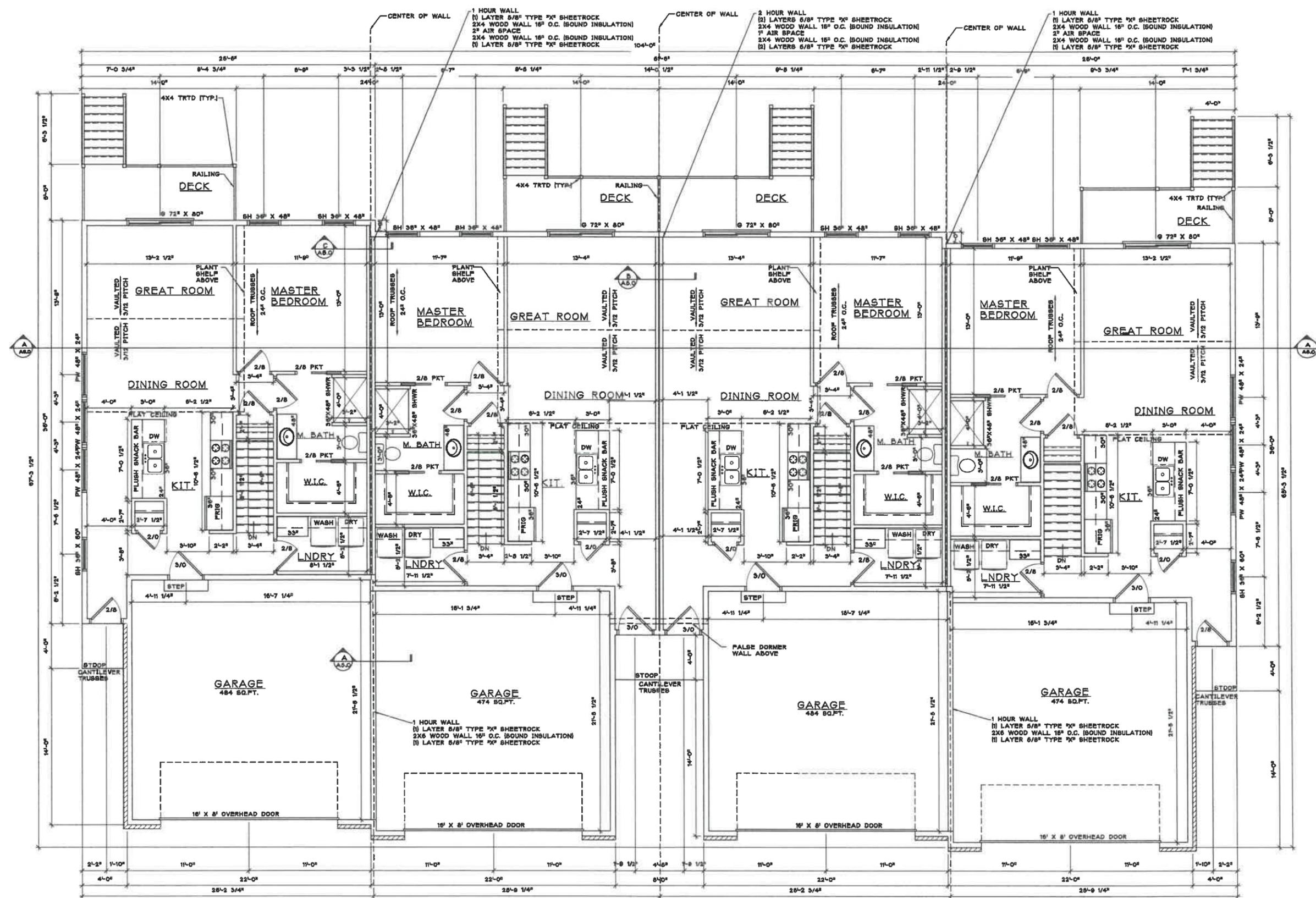


327 RANDOLPH DRIVE
 APPLETON, WI 54915
 TEL: 920-574-2657 FAX: 920-574-2660

A NEW COMMERCIAL / RESIDENTIAL BUILDING FOR,

4 UNIT

WISCONSIN
 APPLETON,



UNIT #1
 FIRST FLOOR: 854 SQ.FT.
 FIN. BSMT.: 658 SQ.FT.
 TOTAL: 1512 SQ.FT.

UNIT #2
 FIRST FLOOR: 849 SQ.FT.
 FIN. BSMT.: 657 SQ.FT.
 TOTAL: 1506 SQ.FT.

UNIT #3
 FIRST FLOOR: 848 SQ.FT.
 FIN. BSMT.: 657 SQ.FT.
 TOTAL: 1505 SQ.FT.

UNIT #4
 FIRST FLOOR: 854 SQ.FT.
 FIN. BSMT.: 658 SQ.FT.
 TOTAL: 1512 SQ.FT.

FIRST FLOOR PLAN
 SCALE: 1/4"=1'-0"

DATE: MAR 19, 2020
 ARCH: K. SPERL
 D. BY: C. HORNUNG
 JOB: 20-014
 REV: 1-18-20

A
4.0

NAME OF CEMETERY: Grand Chute Pioneer Cemetery

LOCATION OF CEMETERY: Corner of STH 47 and Evergreen Drive, Grand Chute, WI
(Street/Road Address and Town, Village or City)

CONTACT PERSON: Angie Cain, Town Clerk 920-832-5644
(If questions regarding this submittal) (Name) (Phone)

1. Is perpetual care included in a lot purchase in your cemetery?
(Please attach a copy of the perpetual care agreement) YES NO
2. How many of the veteran graves **DO NOT** include a perpetual care agreement? 3
3. If perpetual care is not included, is **care cost charged to all grave lot owners**? YES NO
 1. *Cost per grave upkeep per grave lot
(Eligible costs divided by total # of grave lots within entire cemetery) \$ 45.89
 2. Number of soldier's graves not covered under perpetual care
(Including spouses & women's auxiliary) X 3
 3. Requested reimbursable expense for care of soldier's graves
(Including spouses & women's auxiliary) \$ 137.67
 4. Did you provide an up-dated listing of the veteran's names? Yes x No

We, the officers of Grand Chute Pioneer Cemetery Association, hereby certify that the upkeep and care of each grave is \$ 45.89, that the assessment is in compliance with ss 157.11(7) (a), and ss157.11(7)(b), and is no more than the charge made for the care of other graves, and that such graves are receiving proper care.

It is further certified that suitable care of said graves has not been provided by perpetual care, private funds, or the cost for grave upkeep has not been collected as part of the funeral expenses, or otherwise.

7/21/2020
Date

Dave Schowalter, Chairman
Cemetery Association President

Angie Cain, Town Clerk
Cemetery Association Secretary

Julie Wahlen, Treasurer
Cemetery Association Treasurer

At a regular meeting of the Town, Village, City of Grand Chute held on July 21, 2020, the above charges were approved for payment.

Municipal Clerk

7/21/2020
Date

Send Check to: Town of Grand Chute
1900 W. Grand Chute Blvd
Grand Chute, WI 54913

*Cost includes maintenance of grave and tombstone; i.e. grass cutting, weed trimming, leveling of tombstone.



AGENDA REQUEST
7/21/2020

TOPIC: Professional Services Agreement with McMahon Associates, Inc. for design, bidding, and construction administration services for a N. Casaloma Drive cul-de-sac in the amount of \$24,600.

<input checked="" type="checkbox"/> New Business <input type="checkbox"/> Unfinished Business <input type="checkbox"/> Reports <input type="checkbox"/> Closed Session <input type="checkbox"/> Ordinance/Resolution	Meeting: Town Board
Department Reporting: Public Works	Submitted By: Katie Schwartz, P.E., Director PW

ISSUE: Shall the Town Board approve the Professional Services Agreement with McMahon Associates, Inc. for design, bidding, and construction administration services for a N. Casaloma Drive cul-de-sac in the amount of \$24,600.

BACKGROUND/ANALYSIS:
 On May 7, 2019 I provided a summary to the Board in regards to the existing median at the north end of N. Casaloma Drive (see Attachment No. 2 Project Location Map). The following timeline was provided in that memo:

1. October 19, 2000 – Town Board approves the Roadway Development Agreement (RDA) for Timber Ridge Estates. The RDA states in Section 12B that “Developer agrees to maintain the streets going into the development...Casaloma Drive from the cul-de-sac north to the Timber Ridge Development.” At that time, the cul-de-sac was where the intersection of Casaloma and Red Tamarack is today. It should be noted that the access to parcel 101077000 was there prior to 2000.
2. In summer of 2018 – Staff approached by property owner regarding request for a revised access. States that access is not legal and will not be able to get trucks in/out for logging.
3. On August 21, 2018 I had a meeting with the owner of parcel 101077000 and members of Timber Row to discuss the access issue and the median. At that meeting I informed the attendees that the Town would need to do something to address the access issue. Timber Row was not pleased with this and said that they wanted the Town to take back the maintenance of this part of the roadway and the median.

Since May 2019 I have been in conversations with both Timber Row and the owner of parcel 10107700. The members of Timber Row are agreeable to removal of the existing median and construction of a cul-de-sac. See Attachment No. 3 - Email and attachments from Jerry Iverson/Timber Row dated 2-27-2020.

A cul-de-sac at the N. end of Casaloma Drive will resolve the regulatory landlocked status of parcel 101077000, give Public Works crews the necessary geometry for maintenance and snow storage, and it will assist in alleviating current issues with general public road users utilizing the private road within Timber Row as a

turnaround. The existing pavement condition of this segment of N. Casaloma Drive is a PASER rating of 7, good. Since this project is being proposed due to access constraints and not due to roadway condition it is recommended that special assessments not be applied to adjoining landowners. A right-of-way plat will need to be developed and fee right-of-way acquired from 3 abutting landowners in order to complete the project. The project will be constructed in 2021.

RECOMMENDATION: Staff recommends approval of the Professional Services Agreement with McMahon Associates, Inc. for design, bidding, and construction administration services for a N. Casaloma Drive cul-de-sac in the amount of \$24,600. Furthermore, since the project is being driven by access needs and the existing pavement is in good condition, special assessments to adjoining landowners are not recommended.

FISCAL IMPACT: CIP
Funds are designated in the CIP for this project.

ATTACHMENTS:
Attachment No. 1 - Professional Services Agreement with McMahon Associates, Inc.
Attachment No. 2 - Project location map
Attachment No. 3 - Email and attachments from Jerry Iverson/Timber Row dated 2-27-2020.

Proposal Agreement

For Professional Engineering Services

Casaloma Drive Cul-de-Sac
North of Red Tamarack Court



Prepared For The
TOWN OF GRAND CHUTE
OUTAGAMIE COUNTY | WISCONSIN

JULY 16, 2020

McM. No. G0006-9-19-00558

NVH:



McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE | NEENAH, WI 54956
Mailing P.O. BOX 1025 | NEENAH, WI 54957-1025
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM

Proposal Agreement

For Professional Engineering Services

Casaloma Drive Cul-de-Sac
North of Red Tamarack Court



Prepared For The

TOWN OF GRAND CHUTE
OUTAGAMIE COUNTY | WISCONSIN

JULY 16, 2020
McM. No. G0006-9-19-00558

Table of Contents

- LETTER OF TRANSMITTAL
- PROPOSAL FOR PROFESSIONAL SERVICES
 - Statement of Understanding
 - Scope of Services
 - Responsibilities of The Town of Grand Chute
 - Project Schedule
 - Compensation



July 16, 2020

Ms. Katie Schwartz, P.E. – Director of Public Works
Town of Grand Chute
1900 West Grand Chute Boulevard
Grand Chute, WI 54911

Re: Proposal Agreement
For Professional Engineering Services
Casaloma Drive Cul-de-Sac (North of Red Tamarack Court)
McM. No. G0006-9-19-00558

Dear Katie:

McMahon Associates, Inc. is pleased to submit our Proposal for design, bidding, and construction administration services for the Casaloma Drive Cul-de-Sac north of Red Tamarack Court. We have developed our proposed Scope of Services for this project based upon information provided by the Town, discussions with Town Staff concerning the project, and our experience in providing design services for the Town on similar projects.

This Proposal includes our Statement of Understanding, Project Approach, Scope of Services, Responsibilities of the Town of Grand Chute, Project Schedule, Compensation, and McMahon Associates, Inc.'s General Terms & Conditions.

This project is currently slated for 2021 construction. The intent is to complete design in 2020 with the intent to include this in a late 2020 or early 2021 bid package. This should allow Grand Chute to obtain favorable pricing for the project.

We thank you for your continued interest in McMahon Associates, Inc. and look forward to working with you and being of service to the Town of Grand Chute on this project.

Respectfully,

McMahon Associates, Inc.

Nicholas A. Vande Hey, P.E., CPESC
Vice President / Senior Municipal & Water Resources Engineer

NVH:

Enclosure: Proposal Agreement

Proposal Agreement

For Professional Engineering Services

Casaloma Drive Cul-de-Sac
North of Red Tamarack Court



Prepared For The

TOWN OF GRAND CHUTE
OUTAGAMIE COUNTY | WISCONSIN

JULY 16, 2020
McM. No. G0006-9-19-00558

Statement of Understanding

The Town of Grand Chute wishes to proceed with the Casaloma Drive Cul-de-Sac project north of Red Tamarack Court. The intent is to design the project in 2020 and construct the project in 2021.

We have developed our proposed Scope of Services for this project based upon information provided by the Town, discussions with Town Staff concerning the project, previous work we have provided on this project, and our experience in performing these services for the Town on similar projects.

Project Approach

The key element of this project is continuous communication with the Town Board and Town Staff with additional input from the property owners in the project area. This project is within residential areas.

Scope of Services

McMahon Associates, Inc. proposes the following Scope of Services for this project:

Design

- Field Surveying
 - ▼ Locate existing property boundaries, including existing corner monuments, public rights-of-way, and section corners, if visible.
 - ▼ Perform a location survey of existing facilities that may be affected or disrupted by the proposed construction, including:

- ◆ Cross-sections
 - ◆ Existing Driveways
 - ◆ Existing Culverts
 - ◆ Existing Buildings
 - ◆ Existing Pavement and Walkways
 - ◆ Existing Landscaping Features, Trees, Shrubbery, Fencing, etc.
 - ◆ Existing Utilities, Including Sanitary Sewer, Water Main, Power Poles, Telephone Pedestals, Gas Valves, etc.

- Utility Coordination
 - ▼ Coordination with local public and private utility companies will be provided as follows:
 - ◆ Contact Diggers Hotline to mark all utilities prior to initial survey and pick up this information as part of that survey.
 - ◆ Submit preliminary plans to utilities for review.
 - ◆ Submit final plans to utilities for review.
 - ◆ Coordinate work plans and utility relocation with existing utilities.

- Street Design
 - ▼ Design Casaloma Drive Cul-de-Sac in accordance with Town of Grand Chute requirements. The cul-de-sac bulb will be centered on the existing Casaloma Drive right-of-way. Additional right-of-way will be acquired by the Town on each side for the cul-de-sac bulb.
 - ▼ Design sanitary sewer and water main adjustments necessary to construct the project.

- Storm Sewer Design
 - ▼ Design storm sewer adjustments in accordance with Grand Chute Sanitary District #3 requirements.

- Erosion Control Plan (ECP)
 - ▼ Design ECP in accordance with Town of Grand Chute requirements.

- Stormwater Management Plan (SWMP)
 - ▼ Design SWMP in accordance with Town of Grand Chute.

- Plan Review Meetings
 - ▼ Attend a Kick-Off Design Meeting with Town staff.
 - ▼ Attend one (1) design review meeting with staff during the Design Phase.
 - ▼ Attend Public Informational Meeting with property owners.

- Public Involvement
 - ▼ Assist the Town in conducting a Public Informational Meeting.

- Permits
 - ▼ No permits are anticipated from any review agencies or governmental units other than Grand Chute.

- Plan Preparation
 - ▼ Prepare construction plans, as follows:
 - ◆ Construction detail sheets
 - ◆ Plane sheets:
 - ▶ Horizontal scale: 1"=20'
 - ▶ Existing topographic information
 - ▶ Proposed horizontal alignments
 - ◆ Specifications

- Engineer's Report
 - ◆ This is not anticipated to be an assessable project.

Certified Survey Map or Right-of-Way Plat

- Prepare Certified Survey Map (CSM) or Right-of-Way Plat, depending on input from County.

Bidding

- Advertise the project in accordance with State Statutes.
- Provide copies of bidding documents to prospective bidders using Quest web site.
- Conduct prequalification of prospective bidders.
- Answer questions raised by prospective bidders.
- Prepare and distribute addenda, if necessary.
- Attend bid opening.
- Analyze bid opening and prepare bid tabulation.
- Prepare recommendation of award of Contract.

Construction Administration

- Prepare Contract Documents for review and execution by the successful contractor and the Town of Grand Chute.
- Conduct a pre-construction conference.
- Stake project for construction.
- Review materials submittals.
- Review Applications for Payment and issue Certificates for Payment.
- Perform periodic site visits to review progress of the work and answer questions.

- Attend meetings of the Town Board, concerned citizens, utilities, or other affected individuals throughout the project.
- Perform a final review of the project (including a walk through with the Town and contractor) before final Application for Payment is processed.
- Prepare record drawings and issue to Grand Chute in electronic format.
- Provide construction information to Grand Chute at project completion in electronic format. Information included will be photographs and measurements.

Responsibilities of the Town of Grand Chute

The Scope of Services and fees are based upon the understanding that the Town of Grand Chute will provide the following:

- Access to any existing data or records pertaining to the project area.
- Copies of plats, certified survey maps and private surveys along the route.
- A person or persons authorized to act as the Town's representative to accept completed work and to provide appropriate liaison.
- A location to hold public meetings.
- Payment for filing survey documents.

Items Not Included in the Scope of Services

The following is not intended to be a comprehensive list. It is intended to highlight general areas not included in the Scope of Services.

- Street lighting plan
- Permit fees
- Geotechnical investigations

Project Schedule

Upon receipt of an executed Agreement, design work will be started immediately. If the Agreement is executed at the July 21, 2020 Town Board meeting, the design would be completed by the end of 2020. Bidding and construction could take place in late 2020 or early 2021.

Compensation

McMahon Associates, Inc. proposes to provide the services outlined in this Proposal Agreement on a Time and Expense basis, as outlined below:

Design.....	\$7,600
CSM or Right-of-Way Plat.....	\$4,500
Bidding.....	\$4,000
<u>Construction Administration.....</u>	<u>\$8,500</u>
TOTAL.....	\$24,600

McMahon Associates, Inc. will invoice the Town of Grand Chute monthly for services provided. All services provided under this Proposal Agreement would be in accordance with McMahon Associates, Inc.'s General Terms & Conditions, dated March 19, 2020.

[The remainder of this page was left blank intentionally.]

To indicate acceptance of this Proposal Agreement, please sign below and return one copy to our office.

Owner:

TOWN OF GRAND CHUTE

Outagamie County, Wisconsin

(Authorized Signature)

Date

Title

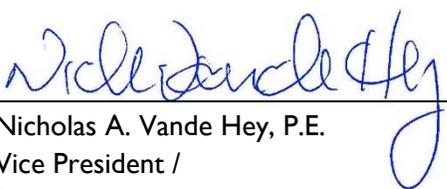
Witness:

Date

Engineer:

McMAHON ASSOCIATES, INC.

Neenah, Wisconsin



Nicholas A. Vande Hey, P.E.
Vice President /
Senior Municipal & Water Resources Engineer

July 16, 2020

Date

- Attachments: General Terms & Conditions
 Fee Schedule
 Reimbursable Expenses Schedule



McMAHON ASSOCIATES, INC. GENERAL TERMS & CONDITIONS

1. McMAHON ASSOCIATES, INC. (hereinafter referred to as 'McMAHON') will bill the Owner monthly with net payment due in 30-days. Past due balances shall be subject to a service charge at a rate of 1.0% per month. In addition, McMAHON may, after giving 48-hours notice, suspend service under any Agreement until the Owner has paid in full all amounts due for services rendered and expenses incurred. These expenses include service charges on past due invoices, collection agency fees and attorney fees incurred by McMAHON to collect all monies due McMAHON. McMAHON and Owner hereby acknowledge that McMAHON has and may exercise lien rights on subject property.
 2. The stated fees and Scope of Services constitute our best estimate of the fees and tasks required to perform the services as defined. This Agreement, upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development services, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction, which may alter the Scope. McMAHON will promptly inform the Owner in writing of such situations so changes in this Agreement can be negotiated, as required.
 3. The stipulated fee is firm for acceptance by the Owner for 60-days from date of Agreement publication.
 4. Costs and schedule commitments shall be subject to re-negotiation for delays caused by the Owner's failure to provide specified facilities or information, or for delays caused by unpredictable occurrences, including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdowns, pandemics, acts of God or the public enemy, or acts or regulations of any governmental agency. Temporary delay of services caused by any of the above, which results in additional costs beyond those outlined, may require re-negotiation of this Agreement.
 5. Reimbursable expenses incurred by McMAHON in the interest of the project including, but not limited to, equipment rental will be billed to the Owner at cost plus 10% and sub-consultants at cost plus 12%. When McMAHON, subsequent to execution of an Agreement, finds that specialized equipment must be purchased to provide special services, the cost of such equipment will be added to the agreed fee for professional services only after the Owner has been notified and agrees to these costs.
 6. McMAHON will maintain insurance coverage in the following amounts:

Worker's Compensation	Statutory
General Liability	
Bodily Injury - Per Incident / Annual Aggregate.....	\$1,000,000 / \$2,000,000
Automobile Liability	
Bodily Injury	\$1,000,000
Property Damage	\$1,000,000
Professional Liability Coverage	\$2,000,000
- If the Owner requires coverage or limits in addition to the above stated amounts, premiums for additional insurance shall be paid by the Owner. McMAHON's liability to Owner for any indemnity commitments, reimbursement of legal fees, or for any damages arising in any way out of performance of our contract is limited to ten (10) times McMAHON's fee not to exceed to \$500,000.
7. The Owner agrees to provide such legal, accounting and insurance counseling services as may be required for the project for the Owner's purpose. All unresolved claims, disputes and other matters in question between the Owner and McMAHON shall be submitted to mediation, if an agreement cannot be reached by Owner and McMAHON.
 8. Termination of this Agreement by the Owner or McMAHON shall be effective upon 7-days written notice to the other party. The written notice shall include the reasons and details for termination; payment is due as stated in paragraph 1. If the Owner defaults in any of the Agreements entered into between McMAHON and the Owner, or if the Owner fails to carry out any of the duties contained in these terms and conditions, McMAHON may, upon 7-days written notice, suspend its services without further obligation or liability to the Owner unless, within such 7-day period, the Owner remedies such violation to the reasonable satisfaction of McMAHON.
 9. Re-use of any documents or AutoCAD representations pertaining to this project by the Owner for extensions of this project or on any other project shall be at the Owner's risk and the Owner agrees to defend, indemnify and hold harmless McMAHON from all claims, damages and expenses, including attorneys' fees arising out of such re-use of the documents or AutoCAD representations by the Owner or by others acting through the Owner.
 10. Purchase Orders - In the event the Owner issues a purchase order or other instrument related to the Engineer's services, it is understood and agreed that such document is for Owner's internal accounting purposes only and shall in no way modify, add to or delete any of the terms and conditions of this Agreement. If the Owner does issue a purchase order, or other similar instrument, it is understood and agreed that the Engineer shall indicate the purchase order number on the invoice(s) sent to the Owner.
 11. McMAHON will provide all services in accordance with generally accepted professional practices. McMAHON will not provide or offer to provide services inconsistent with or contrary to such practices nor make any other warranty or guarantee, expressed or implied, nor to have any Agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, McMAHON will not accept those terms and conditions offered by the Owner in its purchase order, requisition or notice of authorization to proceed, except as set forth herein or expressly accepted in writing. Written acknowledgment of receipt, or the actual performance of services subsequent to receipt, of any such purchase order, requisition or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.
 12. McMAHON intends to serve as the Owner's professional representative for those services, as defined in this Agreement, and to provide advice and consultation to the Owner as a professional. Any opinions of probable project costs, approvals and other decisions made by McMAHON for the Owner are rendered on the basis of experience and qualifications and represent our professional judgment. Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action, in favor of a third party against either the Architect or McMAHON.
 13. This Agreement shall not be construed as giving McMAHON the responsibility or authority to direct or supervise construction means, methods, techniques, sequence or procedures of construction selected by Contractors or Subcontractors, or the safety precautions and programs incident to the work of the Contractors or Subcontractors.
 14. The Owner shall be responsible for maintenance of the structure, or portions of the structure, which have been completed and have been accepted for its intended use by the Owner. All structures are subject to wear and tear, and environmental and man-made exposures. As a result, all structures require regular and frequent monitoring and maintenance to prevent damage and deterioration. Such monitoring and maintenance is the sole responsibility of the Owner. McMAHON shall have no responsibility for such issues or resulting damages.



FEE SCHEDULE | 2020

McMAHON ASSOCIATES, INC.

Effective: 01/02/2020 | Rev. 01/09/2020

LABOR CLASSIFICATION	HOURLY RATE
Principal	\$172.00 - \$221.00
Senior Project Manager	\$172.00
Project Manager	\$120.00 - \$159.00
Senior Engineer	\$151.00 - \$159.00
Engineer	\$82.00 - \$140.00
Senior Engineering Technician	\$110.00 - \$121.00
Engineering Technician	\$77.00 - \$100.00
Senior Architect	\$162.00
Architect	\$114.00 - \$136.00
Senior Land Surveyor	\$110.00 - \$143.00
Professional Administrator Services	\$113.00
Public Management Specialist	\$110.00
Public Safety Specialist	\$110.00
Land Surveyor	\$101.00
K-12 Administrative Specialist	\$103.00
Land Surveyor Technician	\$79.00 - \$90.00
Surveyor Apprentice	\$57.00
Erosion Control Technician	\$77.00
Senior Hydrogeologist	\$172.00
Senior Ecologist	\$164.00
Environmental Scientist	\$82.00 - \$92.00
Senior G.I.S. Analyst	\$135.00
G.I.S. Analyst	\$82.00 - \$92.00
Wetland Delineator	\$93.00
Senior Designer	\$118.00
Designer	\$76.00 - \$101.00
Senior On-Site Project Representative	\$102.00
On-Site Project Representative	\$68.00
Plan Review	\$120.00
Certified Grant Specialist	\$121.00
Graphic Designer	\$90.00
Senior Administrative Assistant	\$87.00
Administrative Assistant	\$69.00
Intern	\$37.00 - \$56.00
Professional Witness Services	\$314.00

This Fee Schedule is subject to revisions due to labor rate adjustments and interim staff or corporate changes.

NEENAH, WISCONSIN CORPORATE HEADQUARTERS

Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956

Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025

Ph 920.751.4200 | Fax 920.751.4284

Email: MCM@MCMGRP.COM
Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115

Ph 815.636.9590 | Fax 815.636.9591

Email: McMAHON@MCMGRP.NET
Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2
VALPARAISO, IN 46385

Ph 219.462.7743 | Fax 219.464.8248

Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM



REIMBURSABLE EXPENSES SCHEDULE | 2020

McMAHON ASSOCIATES, INC.

Effective: 01/02/2020

DESCRIPTION	RATE
-------------	------

REIMBURSABLE EXPENSES:

Commercial Travel	1.1 of Cost
Delivery & Shipping	1.1 of Cost
Meals & Lodging	1.1 of Cost
Review & Submittal Fees	1.1 of Cost
Outside Consultants	1.12 of Cost
Photographs & Models	1.1 of Cost
Misc. Reimbursable Expenses & Project Supplies	1.1 of Cost
Terrestrial Laser Scanner	\$1,500.00

REIMBURSABLE UNITS:

Photocopy Charges - Black & White	\$0.08/Image
Photocopy Charges - Color / 8½" x 11"	\$0.45/Image
Photocopy Charges - Color / 8½" x 14" and 11" x 17"	\$0.75/Image
Mileage	\$0.65/Mile
Mileage - Truck/Van	\$0.85/Mile
All-Terrain Vehicle	\$60.00/Day
Global Positioning System (GPS)	\$21.00/Hour
Global Positioning System (GPS) Mobilization	\$100.00/Hour
Hand-Held Global Positioning System (GPS)	\$15.00/Hour
Robotic Total Station	\$20.00/Hour
Survey Hubs	\$0.45/Each
Survey Lath	\$0.65/Each
Survey Paint	\$4.50/Can
Survey Ribbon	\$2.50/Roll
Survey Rebars - 1¼"	\$10.00/Each
Survey Rebars - ¾"	\$3.00/Each
Survey Rebars - 5/8"	\$2.50/Each
Survey Iron Pipe - 1"	\$3.00/Each
Survey Plastic or Fiberglass Fence Post - 1"	\$2.75/Each
Survey Steel Fence Post - 1"	\$4.25/Each
Control Spikes	\$1.00/Each

Services subcontracted will be billed to the Owner at invoice cost plus 12%.

Use of special equipment, such as computers, television and sewer cleaning devices, soil density testers, flow meters, samplers, dippers, etc., will be charged to the project per the standard Equipment Rate Schedule, which is available upon request.

**NEENAH, WISCONSIN
CORPORATE HEADQUARTERS**

Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956

Mailing Address:
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NEENAH, WI 54957-1025

Ph 920.751.4200 | Fax 920.751.4284

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Katie A. Schwartz

From: Jerry Iverson <jerryiverson5@aol.com>
Sent: Thursday, February 27, 2020 9:38 AM
To: Katie A. Schwartz
Subject: Median Issue
Attachments: Timber Ridge Cover letter Median Grand Chute issue.docx; Grand Chute Median Issue General Overview as attached to letter to Katie Schwartz, P.E..docx

Follow Up Flag: Follow up
Flag Status: Flagged

Katie:
Thank you for working with us on the median issue on N. Casaloma.

I met with members of our Association on February 19th and also received suggestions from members not able to attend the meeting.

I have prepared a cover letter which provides the a brief explanation of why we support a Cul De Sac. It also provides the assumptions behind our conclusions. We are of the opinion that this is the best solution to the median issue.

In addition, I have provided a more detailed review of the background behind our support for the Cul De Sac.

I have tried to put our thoughts in writing for you and others to review. Sometimes questions remain even though I tried to capture the key points. I would be happy to meet with you and Grand Chute representatives to discuss the median issue.

Thank you again.

Jerry Iverson, President
Timber Ridge Association

February 27, 2020

Katie Schwartz, P.E.
Director of Public Works
1900 W. Grand Chute Blvd.
Grand Chute, WI 54913-9613

RE: Median issue on N. Casaloma Drive near the entrance to Timber Ridge Estates on Timber Row

Dear Katie:

I am following up on my recent email to you regarding the median on N. Casaloma. Our Association supports the development of a Cul De Sac to replace the entire median.

This development will respond effectively to two major issues: 1) It will provide the proper access for Dave Van Eppern to N. Casaloma and 2) will significantly reduce the amount of "turn around" traffic from N. Casaloma on to our private road. Our private road should not be used as an access point for the convenient turnaround of traffic back onto N. Casaloma.

I have attached information that provides a thorough background for this project so that individuals can understand the reasons for our support for the Cul De Sac.

The Association support for this project is based on the following assumptions:

- Our Association as well as other residents adjacent to this property will have input into the overall design and placement of the Cul De Sac.
- We know that the final design is the decision of the Town of Grand Chute but appreciate the opportunity to provide input as residents.
- The Cul De Sac will be designed and developed at no expense to our Association or adjacent owners of property adjacent to or near the median.
- The relocation of all utilities would be at the expense of the utilities or the Town of Grand Chute.
- The current electrical light fixture on the south end of the median and any other utilities would be moved by the Town as needed to the Association property at no expense to the Association. Perhaps the light could be located near the Cul De Sac.
- The Association does own a few feet on the north median as well as the road. This is a point of discussion going forward and would appreciate your analysis of this situation.

You may find that these assumptions are incorrect or need further clarification. However, if there are changes, I will need to circle back with our members to discuss the changes.

Thank you.

Jerry Iverson, President
Timber Ridge Association
4708 Timber Row
Grand Chute, WI 54913
920-585-1325

Median Issue—North Casaloma and entrance to Timber Ridge Association Page 1 of 2
Background information as of February 27, 2020

The Timber Ridge Condominium Association (the Association) is located at the north end of N. Casaloma on the private street, Timber Row. As traffic moves north on N. Casaloma from Capitol Drive, there is a median just before traffic enters the Association property. At the very north end of the median, traffic enters the private road and property of the Association.

Under prior agreements signed around 2002, the Association has been maintaining the median and both sides of the road along the median. This was done even though most of the road and median is owned by the Town of Grand Chute. A small part of the median/road at the very north end is actually owned by the Association.

The maintenance by the Association of this area included mowing of the lawn, pruning the trees, snow plowing, and paying for the electricity/maintenance expenses for the Association owned street light on the south end of the median. Over the last 18 years, the Association has also maintained the road by repairing road cracks as well as general seal coating. All of these expenses have been incurred by the Association.

With the completion of the urbanization of N. Casaloma from HWY 15 to the median, the amount of traffic coming onto our property has increased significantly. With no proper turnaround arrangements on N. Casaloma, there are cars, trucks, snow plows, Bergstrom dealership test drivers, and even semis that use our private property for their “convenient” turnaround. It is very frustrating for members to experience the amount of traffic coming onto our private road.

With the increased turnaround traffic on our private road, we need to expend additional maintenance dollars for our road as well as traffic and the bridge on our property. These expenses are split between 10 members and is more costly than it should be because there is no convenient way for vehicles to turnaround going north on Casaloma. Our signage (“Private Road” and “No Outlet”) does reduce some traffic. However, most traffic uses the Association’s private road to turnaround.

One year ago Dave Van Eperen, who owns property and a road just to the east of the median, contacted the Town of Grand Chute requesting that he must have appropriate exit from his property onto N. Casaloma. The Town determined that his request must be met. This meant that all or part of the median would be removed to give him access. The Association members were initially concerned about the loss of the median simply because this median provides a great site line as traffic approaches the property.

During our discussions with Katie Schwartz from Grand Chute Public Works, we became aware of the fact that a Cul De Sac may be an option to replace the median. The Association members have reviewed and discussed this option over the last few months. Members have come to the conclusion that a Cul De Sac may be the best option for the Town, Dave Van Eperen and our Association.

The Cul De Sac option effectively responds to two major issues. First of all, it solves the problem of Dave Van Eperen's access to N. Casaloma. Secondly, it would provide a convenient and safe turnaround option for all traffic from N. Casaloma. It will not completely eliminate turnarounds onto our property but it would likely reduce turnarounds by at least 85 to 90%.

In prior conversations, Katie Schwartz is recommending that the cost for the Cul-De Sac design and development would be paid by the Town. There would be no assessment of other property owners adjacent to the median. Also, it is likely that the cost of moving any utilities would be paid by the utilities. However, if not paid by the utilities, the Town would absorb that cost.

Association members were also concerned about the design of the Cul De Sac. Katie Schwartz indicated that she will propose that the design or various designs would be reviewed by our Association and any property owners impacted by this change. This is a good idea.

Our Association is not sure on the overall opinion of other property owners along the median. We have talked to them about these circumstances. We have indicated to them that if Dave Van Eperen didn't request this change, we would have had to do something to block general traffic onto our private property. With us potentially doing something about this problem, they could have been detrimentally affected by our plans to block traffic.



AGENDA REQUEST
7/21/2020

TOPIC: Handbook Amendment- Appendix K

<input checked="" type="checkbox"/> New Business <input type="checkbox"/> Unfinished Business <input type="checkbox"/> Reports <input type="checkbox"/> Closed Session <input type="checkbox"/> Ordinance/Resolution	Meeting: Town Board
Department Reporting: HR	Submitted By: Sarah Ziemba- Director of HR

ISSUE: Approval of Handbook Appendix K: Fire Department Battalion Chiefs

BACKGROUND/ANALYSIS: The Town Board on 5/5/2020 approved the Fire Department to hire two (2) Battalion Chiefs. These positions are non-union protective administrative employees, the Fire Battalion Chiefs follow the Town Handbook with some exceptions to mirror the benefits that the firefighters receive from the union contract. To address these exceptions, Appendix K has been created. Similar to Appendix A for the Police Lieutenants, Appendix K will provide direction on work conditions such as: hours of work; overtime/call/comp time; paid time off (holiday, vacation, sick); shift trades; career development.

Appendix K will be added to the Town Handbook Appendix section.

RECOMMENDATION: Requesting Board Approval to accept Appendix K in the Town Handbook

FISCAL IMPACT: N/A

ATTACHMENTS:
1. Appendix K: Fire Department Battalion Chiefs

Appendix K

Grand Chute Employee Handbook

Fire Department Battalion Chiefs

As non-union protective administrative employees, the Fire Battalion Chiefs follow the Town Handbook with some exceptions to mirror the benefits that the firefighters receive from the union contract.

Hours of Work

Fire Department Battalion Chiefs work schedule is based off a 28-day pay cycle on the "California Plan" rotating 24-hour shifts. Shall the Fire Chief feel it advantageous to operations of the Fire Department, he may reassign Battalion Chiefs to a 40-hour (2080) work week.

Overtime and Call Time

Fire Department Battalion Chiefs will be compensated at a rate of time and one-half (1 – 1/2) based on their normal rate of pay, for all hours worked in excess of their scheduled work day, or work week. All overtime shall be approved by the Fire Chief or their designee, and shall be reported and paid in fifteen (15) minute increments. All overtime shall be paid in the current pay period in which the overtime is earned.

In the event an employee has left work and is called back in, the employee shall receive two (2) hours pay at the employee's regular rate of pay, in addition to pay for the actual hours worked.

Fire Department Battalion Chief shift vacancies may first be offered to the Fire Chief and Assistant Fire Chiefs. In the event that a shift vacancy is unable to be filled, it may then be offered to the other Fire Department Battalion Chiefs on a first come, first serve basis.

Comp Time

Battalion Chiefs are able to accrue up to 100 hours of comp time. On December 31 of each year, any accumulated comp time shall be paid out at the current schedule assigned straight hourly rate.

Holidays

Fire Department Battalion Chiefs shall be scheduled to work holidays according to their assigned shift rotation. The following holidays are recognized for Battalion Chiefs. The Battalion Chiefs will receive compensation for (8) hours of pay for the (10) paid holidays to equal eighty (80) hours in addition to their regular salary. Holiday pay shall be paid at the 2080 rate on the first pay period of December.

In the event that Battalion Chiefs are assigned to a 2080 schedule shall receive eight (8) hours of holiday pay and are not scheduled for work.

- New Year's Day
- Rotational Holiday
- Memorial Day
- Independence Day
- Labor Day

Thanksgiving Day
Day after Thanksgiving
Christmas Eve Day
Christmas Day
New Year's Eve Day

Vacation

Vacation time shall be taken in 12 or 24 hour increments for Battalion Chiefs assigned to a 24-hour shift.

When an employee is assigned to a 2912 hours schedule, their bank shall be multiplied by a 1.80 conversion factor from the 2080 schedule.

Sick Leave

Fire Department Battalion Chiefs shall earn sick leave on a monthly basis in accordance to their assigned schedule: 2912 hour schedule - 12 hours, and 2080 hour schedule - 8 hours. The maximum sick leave accumulation is 1344 hours for the 2912 hour schedule, and 960 hours for the 2080 hour schedule. An employee may use sick leave for absences necessitated by injury or illness of themselves or immediate family.

Fire Department Battalion Chiefs who have used no sick leave for the previous quarter shall earn an additional 7.2 hours of vacation if assigned to the 2912 hour schedule, and 4 hours of vacation if assigned to the 2080 hour schedule.

Upon an employee's retirement or death, the employee's sick leave bank shall be converted to the 2080 hours schedule using the conversion factor of 1.5. The maximum sick leave payout is 720 hours for 2080 hour schedule.

Shift Trades

Fire Department Battalion Chiefs may trade shifts with between one another. In the event that the Battalion Chief working the trade is sick and unable to work, sick leave hours will be deducted from the trade initiators sick leave bank.

Career Development

Fire Department Battalion Chiefs who are pursuing additional education to enhance their career may be eligible for tuition reimbursement if approved by the Fire Chief and Town Administrator.

From: [Alissa R. Van Eperen](mailto:Alissa.R.VanEperen@grandchute.net)
To: [Elizabeth A. Miller](mailto:Elizabeth.A.Miller@grandchute.net)
Subject: FW: Public Safety Referendum
Date: Monday, July 20, 2020 11:51:04 AM
Attachments: [image001.png](#)
[image002.png](#)

Alissa Van Eperen

Accountant
Town of Grand Chute
1900 West Grand Chute Boulevard
Grand Chute, WI 54913
Phone: (920) 380-2910
Fax: (920) 993-7032
Email: alissa.vaneperen@grandchute.net

From: Julie M. Wahlen <Julie.Wahlen@grandchute.net>
Sent: Monday, July 20, 2020 11:50 AM
To: Board Members <gcbboard@grandchute.net>
Cc: Angie M. Cain <Angie.Cain@grandchute.net>; Brent J. Braun <Brent.Braun@grandchute.net>; Greg I. Peterson <Greg.Peterson@grandchute.net>; Jim V. March <Jim.March@grandchute.net>; Katie A. Schwartz <Katie.Schwartz@grandchute.net>; Robert L. Buckingham <Robert.Buckingham@grandchute.net>; Sarah K. Ziemba <Sarah.Ziemba@grandchute.net>; Timothy A. Bantes <Timothy.Bantes@grandchute.net>; Matthew E. Kasriel <Matthew.Kasriel@grandchute.net>; Kelly A. Hanink <Kelly.Hanink@grandchute.net>; Alissa R. Van Eperen <Alissa.VanEperen@grandchute.net>
Subject: RE: Public Safety Referendum

Hello,

Please note the correction in red below.

Sorry for any confusion!
Julie

From: Julie M. Wahlen <Julie.Wahlen@grandchute.net>
Sent: Sunday, July 19, 2020 10:03 AM
To: Board Members <gcbboard@grandchute.net>
Cc: Angie M. Cain <Angie.Cain@grandchute.net>; Brent J. Braun <Brent.Braun@grandchute.net>; Greg I. Peterson <Greg.Peterson@grandchute.net>; Jim V. March <Jim.March@grandchute.net>; Julie M. Wahlen <Julie.Wahlen@grandchute.net>; Katie A. Schwartz <Katie.Schwartz@grandchute.net>; Robert L. Buckingham <Robert.Buckingham@grandchute.net>; Sarah K. Ziemba <Sarah.Ziemba@grandchute.net>; Timothy A. Bantes <Timothy.Bantes@grandchute.net>; Matthew E. Kasriel <Matthew.Kasriel@grandchute.net>; Kelly A. Hanink <Kelly.Hanink@grandchute.net>; Alissa R. Van Eperen <Alissa.VanEperen@grandchute.net>
Subject: Public Safety Referendum

Hello,

For the Public Safety Referendum discussion at Tuesday's Board meeting, I updated the cost analysis for the referendum based on topics discussed during the workshop.

Items to note:

- There are now 4 options:
 - o Eight (8) new firefighters, one (1) Battalion Chief, three (3) existing personnel promoted to Engineer, and three (3) existing personnel promoted to Lieutenant

- o Eleven (11) new firefighters, one (1) Battalion Chief, three (3) existing personnel promoted to Engineer, and three (3) existing personnel promoted to Lieutenant
- o Eight (8) new firefighters/**paramedics**, one (1) Battalion Chief, three (3) existing personnel promoted to Engineer, and three (3) existing personnel promoted to Lieutenant
- o Eleven (11) new firefighters/**paramedics**, one (1) Battalion Chief, three (3) existing personnel promoted to Engineer, and three (3) existing personnel promoted to Lieutenant
- For this analysis, I updated the wage and benefits with the following assumptions/estimates:
 - o Updated wages based on proposed new Union contract language/wage charts
 - o Updated WRS rates with newly released 2021 rates
 - o Estimated a 10% increase in health insurance for 2021
 - o Estimated a 5% increase in **health dental** insurance for 2021
 - o Estimated a 5% increase in Life/Disability insurance for 2021
- Included estimates for the one-time hiring and promotion costs for each option

Based on these projections, below is the updated analysis for the Public Safety Referendum.

FIRE REFERENDUM ANALYSIS					
2020					
Description	Total				Referendum Needed
	Salaries	Benefits	Additional Costs	Total	
2021 Budget No Change	\$ 2,160,138	\$ 956,596	\$ -	\$ 3,116,734	
2021 Budget - Scenario #1 Firefighters	\$ 2,790,383	\$ 1,235,675	\$ 55,325	\$ 4,081,383	\$ 964,649
2021 Budget - Scenario #2 Firefighters	\$ 2,980,676	\$ 1,324,844	\$ 73,025	\$ 4,378,545	\$ 1,261,811
2021 Budget - Scenario #1 Paramedics	\$ 2,798,385	\$ 1,237,231	\$ 55,325	\$ 4,090,941	\$ 974,207
2021 Budget - Scenario #2 Paramedics	\$ 2,991,726	\$ 1,326,993	\$ 73,025	\$ 4,391,744	\$ 1,275,010

Impact on Tax Rate				
	Levy Amount	Tax Rate		Bill for \$200k House
		Assessed	Equalized	
2019 Tax Rate - 2020 Budget	\$ 13,234,381	5.383719705	4.835562813	\$ 1,076.74
2021 Budget - Scenario #1 Firefighters	\$ 14,199,030	5.776122625	5.188012248	\$ 1,155.22
2021 Budget - Scenario #2 Firefighters	\$ 14,496,192	5.897003874	5.29658567	\$ 1,179.40
2021 Budget - Scenario #1 Paramedics	\$ 14,208,588	5.780011032	5.191504747	\$ 1,156.00
2021 Budget - Scenario #2 Paramedics	\$ 14,509,391	5.902372839	5.301407981	\$ 1,180.47

* Based off 2019 tax rate information

As noted, I am still using the data from the 2019 tax roll to determine the tax rate impact.

Please let me know if you have any questions.

Julie M. Wahlen, CPA
 Finance Director/Treasurer
 Town of Grand Chute
 1900 W. Grand Chute Blvd
 Grand Chute, WI 54913-9613
 Phone: (920) 380-2909
 Fax: (920) 993-7032
 E-mail: Julie.Wahlen@grandchute.net