



Grand Chute
experience better

2015
Annual Financial
Report

Annual Town Meeting
April 19, 2016
7:00 p.m.

Karen L. Weinschrott, CMC/WCPC
Town Clerk



**2015 ELECTED OFFICIALS
TOWN BOARD & SANITARY DISTRICT COMMISSION**

DAVID A. SCHOWALTER, CHAIRPERSON	470-3588
JEFFREY NOOYEN, SUPERVISOR	738-7724
JAMES R. PLEUSS, SUPERVISOR	731-8645
BRUCE D. SHERMAN, SUPERVISOR	739-9323
TRAVIS J. THYSSEN, SUPERVISOR.....	749-2751
CHARLES W. KLASEN, MUNICIPAL JUDGE.....	832-1605

OTHER APPOINTED OFFICERS

James V. March, Town Administrator	832-4773
Karen L. Weinschrott, Town Clerk	832-5644
Julie Wahlen, Finance Director/Town Treasurer	832-1632
Timothy Bantes, Fire Chief	832-6050
Thomas Marquardt, Public Works Director	832-1581
Bob Buckingham, Community Development Director	832-1599
Greg Peterson, Police Chief	832-1575
Robert Heimann, IT Director	380-2927

2015 COMMISSION MEMBERS

Plan Commission

David A. Schowalter, President
Joe Malenofski
Bruce Sherman
Pam Crosby
Robert Stadel
Julia Hidde
Vivian R. Huth

Park Commission

Karen Petersen, President
Kathryn Pennings, Vice President
Donna Van Buecken
Joan Haag
Joy Hagen
Michael Schmidt
John Jones

Board of Appeals

Karen Petersen, Chairperson
Aaron Janssen
Cheryl Ulrich
John Weber
Ken Baldwin
Kiersten Gustafson (7/21/15)

Police & Fire Commission

Dave Tiedt, President
Thomas Dreier, Secretary
Jon Hagen
Don Burich
Charles Bongers

TOWN OF GRAND CHUTE OFFICES

The Grand Chute Town Hall is located at 1900 W. Grand Chute Boulevard. Office hours are 7:30 a.m. to 4:00 p.m., Monday through Friday.

BOARD AND COMMISSION MEETINGS (Held at Town Hall)

Plan Commission	1 st & 3 rd Tuesday each month	6:00 p.m.
Sanitary District & Town Board	1 st & 3 rd Tuesday each month	7:00 p.m.
Park Commission	2 nd Monday each month	5:00 p.m.
Board of Appeals	Monthly as needed	
Police & Fire Commission	Quarterly and as needed	

The Annual Town meeting is April 19, 2016 at 7:00 p.m. in the Town Hall Board Room.

ELECTIONS

Grand Chute is divided into 18 wards, voting at the following locations:

Wards 1,2,3	Grand Chute Town Hall, 1900 Grand Chute Boulevard
Wards 4,5,6,7 8,9,10	Appleton Alliance Church, 2693 Grand Chute Boulevard
Wards 11,12,13,14	Globe University, 5045 W. Grande Market Drive
Wards 15,16,17,18	Community Church, 3701 N. Gillett Street

Polls open at 7:00 a.m. and close at 8:00 p.m. Residents may register prior to any election by mail*, at Town Hall, or on the day of election at their polling location. Proof of residency is required to register; Photo ID is required to vote. Visit our website at www.grandchute.net or call Town Hall for further information. *Registration by mail must be postmarked no later than the 20th day prior to the election. You may also visit the My Vote Wisconsin website at myvote.wi.gov to register or to acquire other voter information.

MEETING POSTINGS

The Town of Grand Chute posts meeting notices in Town Hall Vestibule and the Town's website at www.grandchute.net. Notices for regularly scheduled meetings are posted the Friday preceding the meeting.

2015 WAGES OF ELECTED & APPOINTED OFFICERS

<u>ELECTED</u>	<u>WAGES</u>	<u>BENEFITS</u> (Employer Taxes)
David A. Schowalter, Chairman	\$20,499.96	\$1,568.06
Jeffrey Nooyen, Supervisor	10,812.10	827.06
James R. Pleuss, Supervisor	10,812.10	827.06
Bruce D. Sherman, Supervisor	10,812.10	827.06
Travis J. Thyssen, Supervisor	10,812.10	827.06
Charles W. Klasen, Municipal Judge	15,700.10	1,201.20

APPOINTED

James V. March <i>Town Administrator</i>	125,984.00
Karen L. Weinschrott <i>Town Clerk</i>	71,862.40
Julie Wahlen <i>Town Treasurer/Finance Director</i>	83,173.71
Timothy Bantes <i>Fire Chief</i>	103,775.17
Greg Peterson <i>Police Chief</i>	106,409.76
Thomas Marquardt <i>Public Works Director</i>	106,409.76
Bob Buckingham <i>Community Development Director</i>	97,561.04
Robert Heimann <i>IT Director</i>	97,200.00

Respectfully submitted,

Karen L. Weinschrott
 Karen L. Weinschrott, CMC/WCPC
 Town Clerk

**TOWN OF GRAND CHUTE
FUND BALANCE PROJECTION
GENERAL FUND
FISCAL YEAR 2015**

BEGINNING FUND BALANCE PER AUDIT, JAN 1, 2015	6,608,865
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PLUS:	ESTIMATED REVENUES - FY 2015	5,621,659
	ESTIMATED TAX LEVY - FY 2015	<u>7,997,828</u>
	TOTAL REVENUES - FY 2015	13,619,487

LESS:	ESTIMATED EXPENDITURES - FY 2015	17,448,561
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OPERATING SURPLUS (DEFICIT) - 2015	(3,829,074)
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ESTIMATED BEGINNING FUND BALANCE, JAN 1, 2016	2,779,791
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GENERAL FUND REVENUES

REVENUE TYPES	2015		
	2015 BUDGET	ESTIMATED YEAR END	2016 BUDGET
41110 General Operations Tax Levy	7,997,663	7,997,828	9,269,637
Subtotal - Property Tax Levy	7,997,663	7,997,828	9,269,637
Other Taxes			
41900 Rescinded Taxes	25,000	22,192	12,500
41111 Omitted Taxes	-	3,148	-
43430 Hold Harmless-Computer Exemption	75,060	75,620	79,500
41150 Woodland/Managed Forest	50	506	40
49221 Hotel/Motel Tax	316,900	374,320	333,310
41320 Lieu of Taxes	4,500	2,353	3,000
41800 Interest on Delinq P.P. Taxes	1,750	1,414	500
Subtotal - Taxes	423,260	479,553	428,850
Special Assessments			
42000 Special Assessments Street Lighting	60,000	59,907	60,000
Subtotal - Special Assessments	60,000	59,907	60,000
Intergovernmental Revenues			
43211 Federal Grant-Police	47,169	61,323	56,118
43529 Federal Grant-Fire	-	3	-
43410 Shared Revenue from State	269,458	273,026	271,552
43420 Fire Insurance from State	82,850	87,544	85,000
43521 State Aid - Police	4,300	3,200	3,840
43221 Hwy Federal Grants	-	159	-
43571 State Grant Park and Recreation	-	9,705	20,000
43710 Hwy and Bridge Aids	-	-	6,000
47321 School Liaison Reimbursement	20,361	20,360	21,175
43531 State Transportation Aids	785,984	784,463	785,000
43534 Highway LRIP Grant	-	-	68,930
43790 Recycling-County Reimbursement	125,600	119,087	69,200
43537 Mass Transit	439,182	418,495	430,937
Subtotal - Intergovernmental Revenues	1,774,904	1,777,365	1,817,752
Licenses & Permits			
44100 Business or Occupation License	29,000	47,371	30,000
44102 Business License-Franchise Fees	290,000	299,811	285,000
44101 Business License-Liquor	40,000	57,049	40,000
44201 Non-business License	3,500	13,162	3,300
44900 Burning Permits	500	650	550
44301 Occupancy Inspections	1,500	2,025	1,500
44300 Building Permits	250,000	282,820	275,000
44300 Building Permits - Lot Access	5,000	5,730	5,000
44301 Utility/Open Cut Permits	20,000	29,486	20,000
44400 Zoning Fees	40,000	44,045	45,000
44401 Erosion Control Plan Review Fee	7,000	7,600	7,000
44402 Drainage Inspection Fee	40,000	44,600	45,000
44403 Wetland Delineations	14,000	15,515	18,000
44404 Building Plan Review Fee	47,000	63,377	50,000
44405 Erosion Control Inspection Fee	17,000	19,935	20,000
44406 Drainage Plan Review Fee	1,500	1,900	2,000
44410 Maps and Plans	500	285	300
Subtotal - Licenses & Permits	806,500	935,361	847,650
Fines, Forfeitures & Penalties			
45100 Court Penalties & Costs	390,000	417,726	420,000
45101 Parking Tickets	20,000	19,151	22,500
45223 Seizures & Forfeitures	-	350	-
45221 Judgment & Damages	2,500	4,007	2,500
Subtotal - Fines, Forfeitures & Penalties	412,500	441,234	445,000

GENERAL FUND REVENUES

REVENUE TYPES	2015		
	2015 BUDGET	ESTIMATED YEAR END	2016 BUDGET
Public Charges for Services			
46100 General Government	18,000	22,709	20,500
46210 Police Department Fees	8,000	2,535	6,500
46211 Police Department Fees/Fingerprinting	5,000	5,515	5,500
46212 Contract Police Services	13,000	8,742	14,000
46214 False Alarms	27,000	29,303	27,000
46221 Fire Protection Systems Fee	2,500	2,975	2,500
46222 Tank Installation Standby Fee	700	770	700
46223 Tent Inspection Permit	1,000	875	1,000
46224 Firework Permit	350	250	350
46225 Fire Department Fees	18,200	19,407	18,200
46310 Highway Material/Maintenance	12,000	14,573	10,000
46421 Sp Charge-Refuse Collection	747,415	768,390	702,630
46422 Sp Charge-Recycle Collection	315,500	315,700	360,420
46440 Weed Control	1,000	1,755	1,000
46540 Cemetery	50	189	-
46720 Parks Rental	11,000	8,447	11,000
46721 Recreation Fees	5,000	4,996	5,000
44901 Property Record Mgmt Fee	35,000	22,390	25,000
Subtotal - Public Charges for Services	1,220,715	1,229,521	1,211,300
Miscellaneous Revenue			
47222 Fire Insp Tanks	4,000	4,590	4,000
46213 Police Abandon Vehicle	4,000	4,324	4,000
48110 Interest Earnings	225,000	113,994	110,000
46100 General Admin Fees	2,000	4,202	2,500
48200 Rent - Town Hall	300	1,505	1,000
48201 Rent - San Districts	134,280	134,280	134,280
48202 Land Lease Revenue	-	2,500	-
48301 Sale of Police Equipment	24,000	26,286	28,000
48302 Sale of Fire Equipment	-	5,875	-
48303 Sale of Highway Equipment	25,000	7,708	17,900
48309 Sale of Town Hall	-	3,010	-
48400 Insurance Recoveries	8,000	31,687	5,000
48500 Department Donations	3,900	4,761	25,200
48900 Department Reimbursements	500	40,425	-
46722 Commissions - Soda Machines	250	703	300
48800 Police Unclaimed Property	-	2,233	500
48900 Misc Revenues	10,000	17,282	10,000
48901 Credit Card Rebate	30,000	36,650	35,000
48900 Summer Ticket Program	-	3,797	5,000
48902 Insurance Dividends	40,596	36,963	27,300
48910 Interest Income TIF #1	-	20,000	-
48911 Interest Income TIF #2	-	2,083	-
Subtotal - Miscellaneous Revenue	511,826	504,858	409,980
Other Financing Sources			
47400 Allocated Hwy Labor & Maint	225,000	63,470	219,250
47401 Alloc Hwy Shop Maint	-	130,390	-
49200 Transfer from San Dist #3	5,000	-	-
Fund Balance Applied to Budget	125,000	-	-
Fund Balance Equip Replacement	110,900	-	-
Subtotal - Other Financing Sources	465,900	193,860	219,250
Total Revenues w/o Property Tax	5,675,605	5,621,659	5,439,782
TOTAL REVENUES	13,673,268	13,619,487	14,709,419

GENERAL FUND EXPENDITURES

DEPARTMENT		2015		
		2015 BUDGET	ESTIMATED YEAR END	2016 BUDGET
General Government				
51100	Town Board	90,230	91,679	93,290
51200	Municipal Court	186,500	161,741	191,520
51300	Legal	70,000	37,515	60,000
51400	General Administration	760,542	867,806	834,355
51420	Town Clerk	137,390	122,227	139,730
51440	Elections	32,320	21,781	77,846
51501	Treasurer	200,480	228,573	270,365
51600	Municipal Complex	269,145	270,101	333,305
51910	Erroneous Taxes, Tax Refunds	60,000	33,477	30,000
51938	Property & Liability Insurance	241,615	228,416	245,888
Subtotal - General Government		2,048,222	2,063,316	2,276,299
Public Safety				
52100	Police - Patrol	2,885,876	2,684,535	3,000,240
52110	Police - Administration	485,845	509,612	529,183
52120	Police - Investigations	678,421	630,158	698,600
54100	Animal Control	6,200	4,727	5,000
52200	Fire Department	2,809,435	2,694,521	2,928,522
Subtotal - Public Safety		6,865,777	6,523,553	7,161,545
Public Works				
53100	Highway Admin	-	249	-
53311	Highway	798,225	739,660	919,990
53312	Winter Maintenance	227,634	165,768	221,490
53313	Hwy Shop	331,150	358,262	301,590
53420	Street Lights	317,700	306,707	319,000
53520	Bus Service	560,700	543,752	554,418
53620	Refuse & Landfill	755,400	701,330	745,500
53635	Recycling Charges	518,215	479,194	581,850
53640	Weed & Nuisance Control	4,610	3,425	4,130
54910	Cemetery	1,720	1,370	2,140
Subtotal - Public Works		3,515,354	3,299,717	3,650,108

GENERAL FUND EXPENDITURES

DEPARTMENT		2015		
		2015 BUDGET	ESTIMATED YEAR END	2016 BUDGET
Parks & Recreation				
55200	Parks Maintenance	204,070	209,880	465,465
55300	Recreation	16,690	16,420	22,150
55400	Trails Maintenance	13,965	13,956	84,390
Subtotal - Parks & Recreation		234,725	240,256	572,005
Community Development				
51502	Assessment of Property	242,260	231,964	127,390
52400	Building Inspection/Code Enforcement	309,870	369,133	316,720
56900	Planning & Zoning	276,270	190,622	235,090
Subtotal - Community Development		828,400	791,719	679,200
Other Financing Uses				
59900	Contingency	150,790	-	370,262
Total - General Fund Operating		13,643,268	12,918,561	14,709,419
Capital Projects Fund				
59200	GF Contribution to Capital Projects	30,000	4,530,000	-
TOTAL - GEN'L FUND OPERATING, CAPITAL & DEBT		13,673,268	17,448,561	14,709,419

CAPITAL PROJECTS FUND	2015		2016
	2015 BUDGET	ESTIMATED YEAR END	BUDGET
BEGINNING FUND BALANCE	1,511,318	1,511,318	(3,941,612)
REVENUES			
Borrowing-Long Term	8,700,000	-	5,000,000
Developer Contributions	-	-	-
Transfer From Other Funds	455,000	455,000	-
TOTAL REVENUES	9,155,000	455,000	5,000,000
TOTAL RESOURCES	10,666,318	1,966,318	1,058,388
EXPENDITURES			
Recreation-Park/Trails	522,000	260,178	302,000
Street Construction	5,420,380	3,118,842	2,354,745
Vehicle Replacement	177,800	-	-
Public Facilities	50,000	140,102	60,000
Signage & Communication Equipment Police	-	-	-
Signage & Communication Equipment Fire	-	-	-
Accounting Software	-	2,014	45,575
Fire Station	2,900,000	2,386,794	700,000
Issuance Fee	100,000	-	100,000
TOTAL EXPENDITURES	9,170,180	5,907,930	3,562,320
ENDING FUND BALANCE	1,496,138	(3,941,612)	(2,503,932)

DEBT SERVICE FUND	2015		2016 BUDGET
	2015 BUDGET	ESTIMATED YEAR END	
BEGINNING FUND BALANCE	181,830	181,830	739,230
REVENUES			
Mil Tax	2,125,948	2,125,948	990,000
From Special Assessments	2,000,000	2,000,000	1,670,000
TOTAL REVENUES	4,125,948	4,125,948	2,660,000
EXPENDITURES			
Debt Prinicipal-'05	855,000	855,000	-
Debt Prinicipal-'06	115,000	115,000	115,000
Debt Prinicipal-'08	585,000	585,000	585,000
Debt Prinicipal-'09	380,000	380,000	380,000
Debt Prinicipal-'10	595,000	595,000	600,000
Debt Prinicipal-'12	705,000	705,000	710,000
Debt Prinicipal-'14	650,000	-	-
Debt Prinicipal-'15	-	-	700,000
Debt Interest-'05	14,962	14,963	-
Debt Interest-'06	8,913	8,913	4,456
Debt Interest-'08	92,138	92,138	70,200
Debt Interest-'09	57,513	57,513	48,013
Debt Interest-'10	88,551	88,550	76,651
Debt Interest-'12	68,171	68,171	63,570
Debt Interest-'14	50,000	-	-
Debt Interest-'15	-	-	40,000
Payment to refund bond escrow	5,000	-	-
Contractual Services	-	3,300	2,000
TOTAL EXPENDITURES	4,270,248	3,568,548	3,394,890
ENDING FUND BALANCE	37,530	739,230	4,340

Outstanding General Obligation Debt as of December 31, 2014 \$ 14,750,000

SPECIAL ASSESSMENTS	2015		2016
	BUDGET	ESTIMATED YEAR END	
BEGINNING FUND BALANCE	4,356,879	4,356,879	5,138,416
REVENUES			
Special Assessments	1,350,000	2,625,138	1,300,000
Interest on Special Assessments	160,000	188,821	165,000
Transfer from Other Funds	-	-	-
TOTAL REVENUES	1,510,000	2,813,959	1,465,000
TOTAL RESOURCES	5,866,879	7,170,838	6,603,416
EXPENDITURES			
Uncollectible Special Assessments	-	32,422	-
Transfer to Debt Service	2,000,000	2,000,000	1,670,000
Transfer to Other Funds	500,000	-	-
TOTAL EXPENDITURES	2,500,000	2,032,422	1,670,000
ENDING FUND BALANCE	3,366,879	5,138,416	4,933,416

ROOM TAX	2015		2016 BUDGET
	2015 BUDGET	ESTIMATED YEAR END	
BEGINNING FUND BALANCE	75,489	75,489	75,486
REVENUES			
Public Accommodation - Town Gen	75,800	90,047	82,750
Public Accommodation - Town Dev	241,100	284,273	250,560
Public Accommodation - Econ Dev	723,200	852,817	751,690
TOTAL REVENUES	1,040,100	1,227,137	1,085,000
TOTAL RESOURCES	1,115,589	1,302,626	1,160,486
EXPENDITURES			
Economic Dev-Convention Bureau	723,200	852,820	751,690
TOTAL EXPENDITURES	723,200	852,820	751,690
Transfer to General Fund	316,900	374,320	333,310
ENDING FUND BALANCE	75,489	75,486	75,486

FIRE STATION DEVELOPMENT	2015		2016 BUDGET
	2015 BUDGET	ESTIMATED YEAR END	
BEGINNING FUND BALANCE	164,348	164,348	31,182
REVENUES			
Impact Fee	58,000	65,722	(58,000)
Interest	125	1,112	(100)
TOTAL REVENUES	58,125	66,834	(58,100)
TOTAL RESOURCES	222,473	231,182	(26,918)
EXPENDITURES			
Transfer to Debt Service	200,000	200,000	-
TOTAL EXPENDITURES	200,000	200,000	-
ENDING FUND BALANCE	22,473	31,182	(26,918)

PARK DEVELOPMENT	2015		2016 BUDGET
	2015 BUDGET	ESTIMATED YEAR END	
BEGINNING FUND BALANCE	193,780	193,780	10,272
REVENUES			
Park Development Fees	46,000	40,400	(40,000)
Interest	1,500	1,092	(100)
TOTAL REVENUES	47,500	41,492	(40,100)
Park Fund Expense	-	225,000	-
ENDING FUND BALANCE	241,280	10,272	(29,828)

TAX INCREMENT DISTRICT NO. 1	2015		2016
	BUDGET	ESTIMATED YEAR END	
BEGINNING FUND BALANCE	(27,461)	(27,461)	(945,347)
REVENUES			
Interest	-	5,895	500
Sale of Land	-	800,101	-
Transfer from General Fund	-	2,000,000	-
TOTAL REVENUES	-	2,805,996	500
TOTAL RESOURCES	(27,461)	2,778,535	(944,847)
EXPENDITURES			
Administrative Expenses	-	45,734	23,500
Professional Services	-	-	10,000
Contractual Services	-	56,852	10,000
Landscape/Tree Enhancement	-	279,500	-
Site Development	-	1,307,633	-
Land Acquisition	-	2,014,163	-
Debt Expense	-	-	120,000
Interest to General Fund	-	20,000	15,000
TOTAL EXPENDITURES	-	3,723,882	178,500
Transfer to General Fund	-	-	500,000
ENDING FUND BALANCE	(27,461)	(945,347)	(1,623,347)

TAX INCREMENT DISTRICT NO. 2	2015		2016 BUDGET
	2015 BUDGET	ESTIMATED YEAR END	
BEGINNING FUND BALANCE	-	-	(12,185)
REVENUES			
Interest	-	(4)	-
Transfer from General Fund	-	2,500,000	-
TOTAL REVENUES	-	2,499,996	-
TOTAL RESOURCES	-	2,499,996	(12,185)
EXPENDITURES			
Administrative Expenses	-	14,744	-
Site Development	-	6,854	-
Land Acquisition	-	2,488,500	-
Interest to General Fund	-	2,083	-
TOTAL EXPENDITURES	-	2,512,181	-
Transfer to General Fund	-	-	-
ENDING FUND BALANCE	-	(12,185)	(12,185)

SANITARY DISTRICT #1	2015		
	2015 BUDGET	ESTIMATED YEAR END	2016 BUDGET
EXPENSES			
PERSONNEL	492,260	516,531	515,980
OPERATIONS & MAINTENANCE	5,273,615	5,344,240	5,479,370
Subtotal-Operating Expense	5,765,875	5,860,770	5,995,350
DEBT SERVICE	575,000	400,000	470,000
CAPITAL IMPROVEMENTS	797,560	1,097,902	1,016,920
Subtotal-Capital Expenses	1,372,560	1,497,902	1,486,920
TOTAL EXPENSE	7,138,435	7,358,672	7,482,270
REVENUES			
Operating Revenues	6,578,526	5,802,737	6,627,826
Capital Revenues	762,500	599,872	1,012,000
TOTAL REVENUES	7,341,026	6,402,609	7,639,826
Net Operating Income	812,651	(58,034)	632,476

SANITARY DISTRICT #2	2015		
	2015 BUDGET	ESTIMATED YEAR END	2016 BUDGET
EXPENSES			
PERSONNEL	343,123	443,893	352,570
OPERATIONS & MAINTENANCE	2,507,880	1,618,682	2,369,855
Subtotal-Operating Expense	2,851,003	2,062,575	2,722,425
DEBT SERVICE	415,000	150,000	375,000
CAPITAL IMPROVEMENTS	660,390	269,186	658,800
Subtotal-Capital Expenses	1,075,390	419,186	1,033,800
TOTAL EXPENSE	3,926,393	2,481,761	3,756,225
REVENUES			
Operating Revenues	3,012,700	3,053,001	3,160,750
Capital Revenues	561,500	813,614	612,000
TOTAL REVENUES	3,574,200	3,866,614	3,772,750
Net Operating Income	161,697	990,426	438,325

SANITARY DISTRICT #3	2015		
	2015 BUDGET	ESTIMATED YEAR END	2016 BUDGET
EXPENSES			
PERSONNEL	270,233	278,858	264,780
OPERATIONS & MAINTENANCE	662,922	336,603	823,957
Subtotal-Operating Expense	933,155	615,461	1,088,737
DEBT SERVICE	1,195,000	995,000	905,000
CAPITAL IMPROVEMENTS	3,007,040	2,497,409	1,525,250
Subtotal-Capital Expenses	4,202,040	3,492,409	2,430,250
TOTAL EXPENSE	5,135,195	4,107,870	3,518,987
REVENUES			
Operating Revenues	3,031,200	3,015,051	3,045,800
Capital Revenues	2,935,500	118,029	3,437,500
TOTAL REVENUES	5,966,700	3,133,080	6,483,300
Net Operating Income	2,098,045	2,399,591	1,957,063

EAST SIDE UTILITY	2015		
	2015 BUDGET	ESTIMATED YEAR END	2016 BUDGET
EXPENSES			
PERSONNEL	8,500	-	8,000
OPERATIONS & MAINTENANCE	38,650	23,355	30,000
Subtotal-Operating Expense	47,150	23,355	38,000
CAPITAL IMPROVEMENTS	-	-	-
Subtotal-Capital Expenses	-	-	-
TOTAL EXPENSE	47,150	23,355	38,000
REVENUES			
Operating Revenues	44,685	43,357	44,685
TOTAL REVENUES	44,685	43,357	44,685
Net Operating Income	(2,465)	20,002	6,685

GRAND CHUTE INFORMATION TECHNOLOGY DEPARTMENT

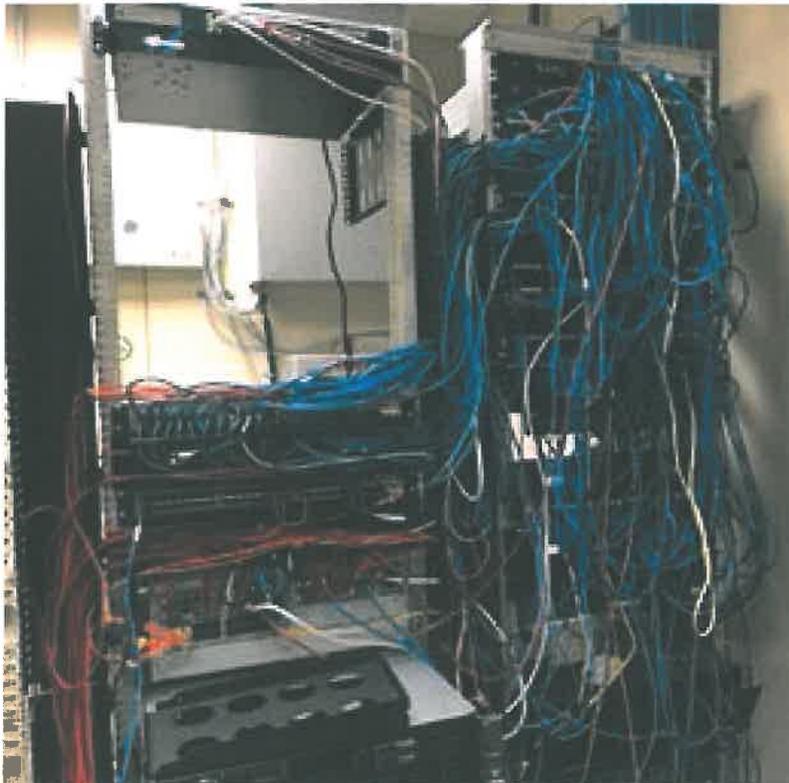
2015 ANNUAL REPORT

The Information Technology (IT) Department is responsible for providing overall technology management to Grand Chute. This includes providing strategic insight to the Town Board, Town Administrator, departments and committees to ensure the wise use of Grand Chute resources on initiatives involving technology.

In 2015, it was a year of rebuilding the information technology resources provided by IT. Let us journey back with the aid of pictures and text to reflect on a fulfilling year.

2015 THE BEGINNING

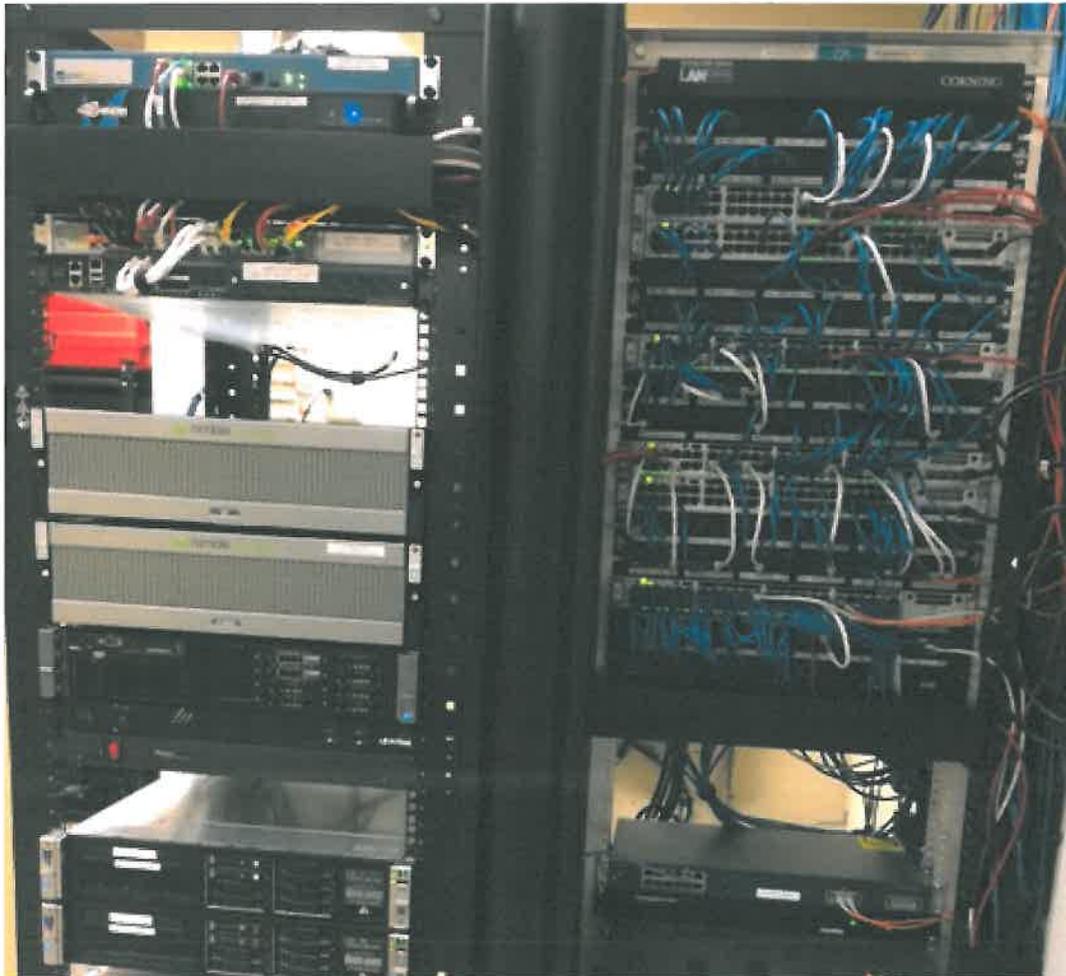
The central Grand Chute Technology Data Center photograph below pretty well sums up an environment in need of rebuilding. The technology failures were having an impact on employee performance. Our services to citizens including Public WIFI in all Town locations needed to be modernized. Our Police and Fire Services to our citizens require a high level of uptime. With all the computerized information compiled for residential and business locations, the computerized mobile command centers in Police and Fire vehicles are expected to be operational 7x24x365.



THE TECHNOLOGY PATH

The picture below is symbolic of the culmination of the planning, acquisition, implementation, and post implementation analysis of the technology rebuild. Throughout 2015 the technology initiatives implemented include:

1. A complete replacement of all technology switching and routing equipment.
2. A complete replacement of the private and public WIFI systems in each Grand Chute Location.
3. The implementation of a new off-site backup mechanism to boost backup performance, provide high speed reliable data recovery, and by being off-site, provides an enhancement to our disaster recovery preparedness.
4. Replaced the central disk storage subsystem that had been fully depreciated and was no longer supported with a vendor maintenance contract. The new disk storage takes advantage of the newest technology of front loading the storage with solid state drives.
5. The Town has two central servers running in a virtualized environment using software called VMWare. As part of our disaster preparedness, additional memory was added into each of the two servers. If one server fails, the Town's systems that are needed 7x24x365 can fail over to the functioning server and continue to provide needed technology services to our citizens and employees.

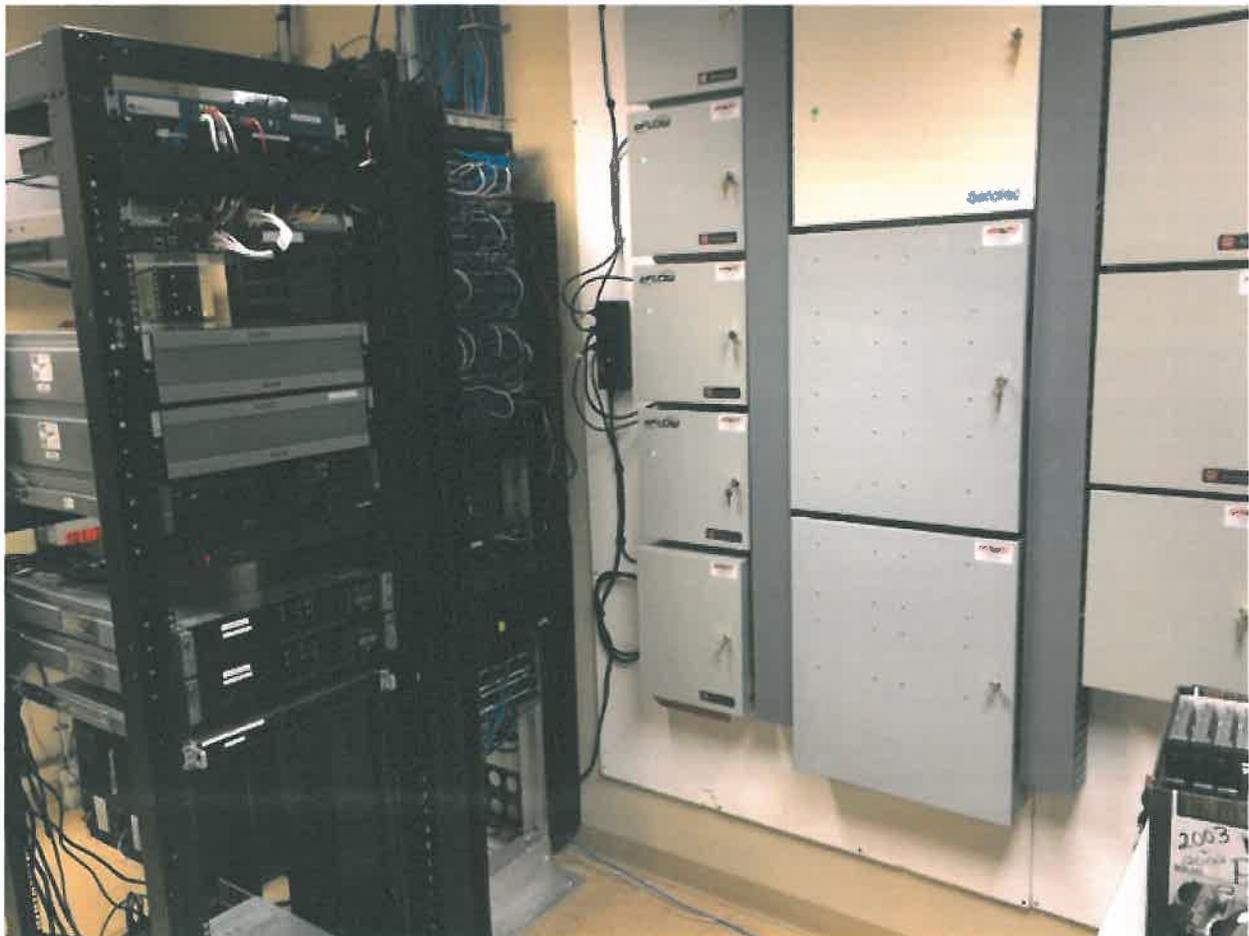


BUILDING SECURITY

We replaced our failing building security system with ID scanners. The old building security system was a push button system that allowed employees to access the building. This method has many security flaws that would put employees and our citizens at risk. There have been reports of the push button devices overheating, freezing up and individuals sharing passcodes which affected the overall security of the building. With the new card scanning devices, we are now able to track employee movement throughout the buildings at all three locations (Fire #1, Fire #2, and Town Hall). We are able to give the right amount of access to each employee as well as remove all access immediately for lost or stolen cards.

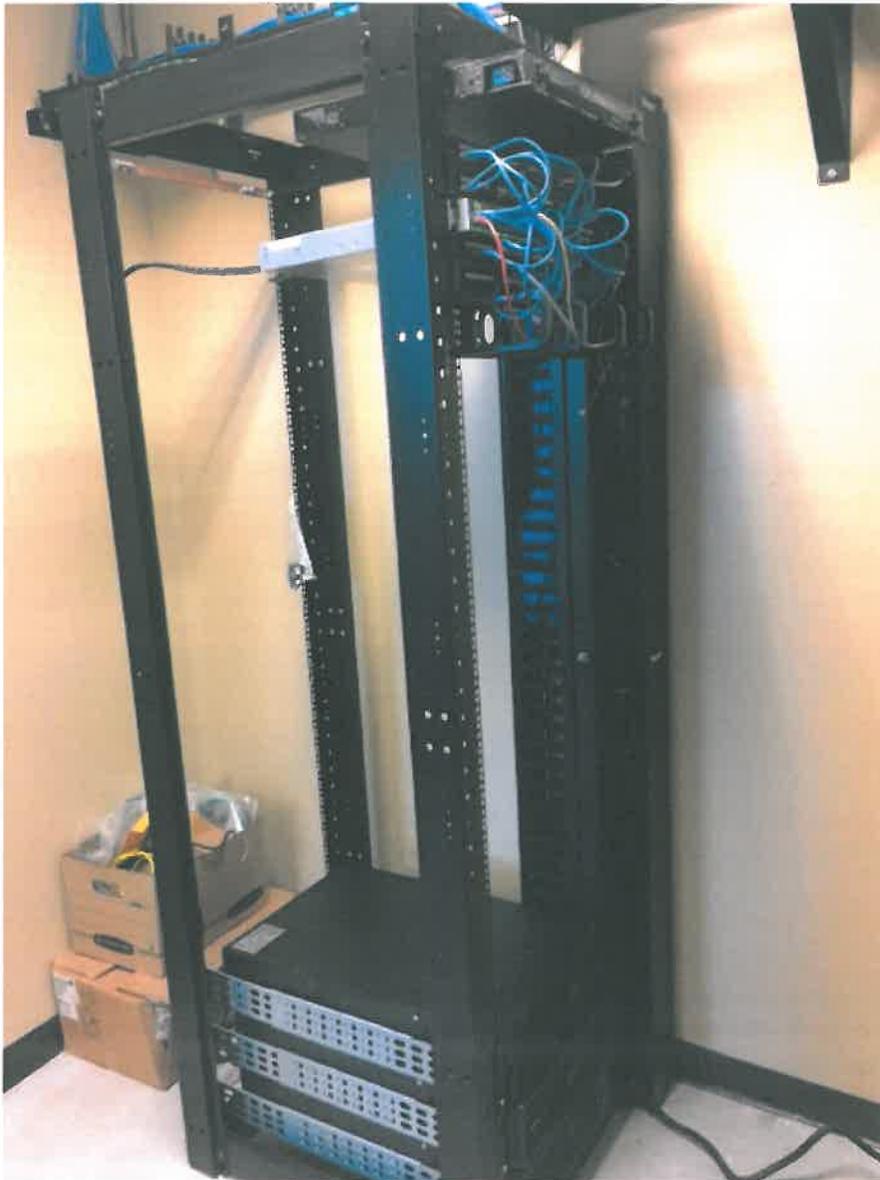
We also upgraded our security camera system. The security camera system was a standalone system located only in the police department. We expanded the cameras to all three locations (Fire #1, Fire #2, and Town Hall). Since the new camera system is an upgrade, we were able to expand on the existing system without replacing it saving the Town thousands of dollars. We now have the capability to monitor all three locations from anywhere in the network and manage user rights for cameras and door access all from one system.

The right side of the picture below shows all the control panels that are reflective of the new building access and video surveillance system implemented at all three Town locations.



NEW FIRE STATION 2 – PROTECTING OUR CITIZENS AND OUR DATA

The picture below reflects the start of something new at the Town’s newest Fire Station 2. Elsewhere in this Annual Report you will read about Fire Station 2. All three of the Town’s locations are linked together on a private fiber optic network through a consortium called Appleton Area Metropolitan Fiber Optic Network (AAMFON). The Town is one of the founding members of this fiber optic consortium. As we planned and built the new Fire Station 2, we identified it as a primary location for implementing part of our disaster recovery plan. The picture below shows the beginning of that infrastructure plan with the installation of a new infrastructure rack, switching equipment, and battery backup. There will be more to talk about in the 2016 Annual Report. Stay Tuned!



THE NEW GRAND CHUTE WEBSITE

As you may have noticed, in mid-2015 the Town released a fresh new logo, inviting the citizens and the surrounding areas to “Experience Better.”

We, in IT, wanted our web users to “Experience Better” so we decided to revamp our old website, clear the cobwebs, fix broken links, make the site easier to navigate and more user friendly. We also added mobile compatibility allowing people to view our new look on mobile phones and tablets with ease.



The awesome part about our new website is that IT didn't do it alone, it was truly a team effort. Working with our Web Designer, we had teams from each of the Town's Departments meeting and brainstorming. Keeping our citizens and web users in mind, the teams voiced their feedback. With that input, the final look and feel of our site took shape.

This also allowed the teams to edit, add to, and tweak their own departmental pages to what they envisioned, making this a hands-on endeavor in which each department now edits and controls its own content.

Come visit us: www.grandchute.net

OUT WITH THE OLD - IN WITH THE NEW

One of many goals for the IT department was to document and keep a proper inventory list. With nothing in place, this project started from scratch at the end of 2014 with the help of the interns, (one of which is now a full-time employee who maintains our current inventory data) but wasn't fully implemented and utilized until 2015.

It was a tedious endeavor in which IT had to go around to each department and physically touch each computer to document its information. This extensive list showed us everything from manufacturer, model, and hard drive size to how much memory a PC has in it. The data we mainly focused on is date acquired, model, department, and location. Being able to sort and filter our data allows us to be more precise with our information. Not only for us but for the department heads who may only want to see a list of equipment that applies to them.

One way we use the filtering is to check the "date acquired" against our Life Cycle chart. We then can determine which devices will soon be on their way out so we can make preparations to replace them.

By utilizing our inventory list, we singled out and eliminated all fully-depreciated and obsolete equipment.

Working with this inventory process, we eliminated old liabilities like a 2001 Compaq Evo with Windows 2000 on it and a 2003 PC with Windows XP.

The Grand Chute Police and Fire Departments requires ruggedized dependable equipment in the emergency situations they encounter. Our inventory list allows us to strive for 100% uptime so their equipment is operational in the time of citizen need.

Using our same categories from our main inventory list; we also maintain a secure disposal list for PC's, hard drives, monitors etc.

HELP DESK

This past year really focused not only on building the foundation of our IT department, but also focusing on better utilizing one integral part of the IT department - the Helpdesk. It is a central point of contact where calls, work tickets, and emails go through.

To help the users, we use a ticket processing system (software based).

When a user emails us with a problem, the ticket comes to our Helpdesk inbox. Then it is assigned to the proper person that can best troubleshoot that issue.

Through this system, we are able to document our work on IT incidents and tasks, time spent on the problem (if necessary), the resolution to the problem, as well as following up with our users through ticket emails. After a ticket is resolved it is then "closed." One nice thing about our ticket system is we can search old tickets for similar issues and perhaps find a documented resolution, almost like an archived knowledge data base. If we do not find our answers in past tickets, we make sure to document in detail how we resolved the issue at hand.

Another perk to having our ticket system is we can keep track of tickets by category, so we can monitor when we are having more issues in a specific area and find out why. We are also able to see and use collected data to see how many tickets we had a week/month, average turnaround times on open tickets, and other useful information.

<u>Date</u>	<u>Tickets</u>
2015	1,135
JAN – JUN	669
JUL – DEC	466

Through all our efforts, better technology equipment and proper staffing helpdesk tickets reduced in the second half of the year. We have a 95% efficiency on closing tickets and a majority of the tickets that are still open are due to entities outside of the IT department. Also, for all closed tickets we have averaged a closing time of less than 48 hours from the start of the ticket to when it was resolved.

The IT department prides itself on efficiency and providing exceptional customer service to the employees who service the citizens of Grand Chute.

AIR CARDS

The Mobile Data Computers (MDC) in the fire trucks and command vehicles are vital to emergency operations. Connectivity for the MDC's keep our firefighters connected to emergency information from the dispatch center. Our fire trucks are also dispatched by GPS, which means if our fire trucks are the closest to the call they will be dispatched. Striving for the highest reliability, the IT department researched different solutions which resulted in changing service providers. The Fire Department has reliable and dependable connectivity throughout the Town. We also have some cost savings as well as easier manageability of service providers since the Police Department and the Fire Department are now under the same vendor.

CONTINUING EDUCATION

In the IT world, as soon as we stop learning we fall behind the curve of technology. Our IT department is fully aware of this and we strive to have well-trained staff. In 2015, we provided over 80 hours in technical and leadership training in our employees. Not only do we provide training, but we also strongly encourage continuing education. Below is a brief summary of the training and schooling our employees have:

- Computer Support Specialist A.A.S
- Computer Science A.A
- Computer Programming A.A
- Computer Science B.A
- Executive M.B.A
- Security Center-Omnicast Technical Certification
- Security Center-Synergis Technical Certification

GRAND CHUTE COMMUNITY DEVELOPMENT DEPARTMENT 2015 ANNUAL REPORT

The Community Development Department provides top quality municipal planning, inspections, and property services. The range of services includes planning and zoning, building inspections, GIS, and property assessment. Department goals are achieved through collaboration with property and business owners, builders, engineers and architects; outreach through education and enforcement of codes and regulations; efficient management of outsourced services; coordination and resource sharing with other departments; and, the professional development and cross-training of staff.

Grand Chute experienced a very strong construction season in 2015. Total construction for the year was valued at \$84.7 million, eclipsing the previous post-recession high of \$66.0 million in 2013. New housing starts totaled 73 units, up from 64 units the previous year. Commercial construction was valued at \$53.2 million, with 22 new buildings and 95 additions/remodels. The largest commercial projects included Werner Electric Supply Company, Costco Wholesale, Tech Village Student Housing, and Bank First National. Permit revenue for the year was \$534,000, up 28% from the previous year.

The Department reviewed 168 development projects in 2015. Planners and inspectors were busy throughout the year assisting property owners, builders, and developers with thorough, expedited zoning and building approvals.

2015 PERFORMANCE MEASURES

The Community Development Department provides a full array of municipal services to residents, businesses, and organizations. Annual performance measures are used to track the service workload of the Department. The following tables present metrics on service levels in 2015 as compared to 2014.

PLANNING/ZONING/ECONOMIC DEVELOPMENT PERFORMANCE MEASURES

	2015	2014
Public Involvement/Hearings and Meetings	51	56
Rezoning Applications	7	7
Site Plans	61	40
Variance Applications	6	10
Special Exceptions	29	26
Business Retention/Outreach Visits	10	10
Plats/Certified Survey Maps	26	17
Wetland Delineations	12	13
Erosion/Stormwater Plan Reviews	178	123
Street/Utility Plan Reviews	10	12
Code and Policy Updates	3	2

Notes:

1. In 2015, the Town adopted planning and zoning code amendments pertaining to the Official Map, Sign Code, and Small-Scale Beekeeping.

BUILDING INSPECTION PERFORMANCE MEASURES

	2015	2014
Development Project Reviews	168	150
Building Plan Reviews	70	74
Ave. # Days for Plan Reviews	4	4
Building Permits	1,373	1,248
New Comm/Ind Buildings	22	18
New Single Family Homes	73	64
New Multi-Family Units	59	8
Drainage Facilities Inspections	96	92
Erosion Control Permits	128	125
Erosion Control Observation Inspections	1195	951
Special Event/Temp Sign Permits	20	38
Illegal R-O-W Signs removed	179	181
Citizen-Initiated Complaints	138	170
Staff-Initiated Complaints	101	96

Notes:

1. The Community Development Department coordinates twice monthly Site Plan Review Committee meetings to consult with property owners, builders, and developers who submit development projects for Town approval. The Committee membership includes representatives from the Planning, Inspections, Public Works, Police, and Fire Departments.
2. Grand Chute is one of just eight municipalities in Wisconsin certified to act as the State's agent in reviewing commercial building plans. The service provides expedited reviews for builders and increased revenues to the Town.
3. The Department manages a Citizen Responsive Code Enforcement Program for resolution of complaints regarding debris, trash, junk vehicles, illegal signs in the public right-of-way, and other code violations. Staff continues to maintain an annual code enforcement clearance rate of 100%.
4. The 2015 Year-End Building Report is attached.

PROPERTY ASSESSMENT PERFORMANCE MEASURES

	2015	2014
Aggregate Full Market Value Town-wide	\$2,359,012,300	\$2,312,053,200
Total Number of Parcels Town-wide	7,756	7,736
Parcels with Buildings/Site Improvements	6,604	6,539
Total Personal Property Accounts	1,443	1,609

Notes:

1. A town-wide revaluation was completed in 2015
2. The 2016 Open Book period is planned for May 26 – June 17.
3. The 2016 Board of Review session is planned to begin July 13.
4. The 2015 Statement of Assessments is attached.

OTHER DEPARTMENTAL OUTCOMES & ACCOMPLISHMENTS

GIS and Mapping

The Department creates and maintains all Town mapping, including the Parcel Map, Zoning Map, Official Street Map, sewer and water maps, stormwater facilities, plats and surveys, aerial photos, wetlands mapping, and topographic maps. The growing use of GIS technology and the availability of detailed datasets make this mapping tool an increasingly popular feature of Grand Chute's website.

In 2015, Official Street Map amendments added streets in the **Forest View Estates** and **White Hawk Meadows North 2 Plats**, added road extensions at **Integrity Way** and **New Horizons Blvd.**, and designated the sites of the new **Maple Edge Park** and the new **Fire Station No. 2**.

Strategic Planning and Implementation

Grand Chute follows a best practices approach when approving planning and zoning projects. This approach ensures alignment with the **Comprehensive Plan** and other strategic plans. Specific strategies the Town has adopted, for which alignment is important, include the following:

- **Pedestrian and Bicycle Strategy**
- **Comprehensive Outdoor Recreation Strategy**
- **Community Forestry Strategy**
- **Complete Streets Policy**
- **Town Center Strategy**

In 2015, staff worked with the Park Commission in developing a plan for **Town Center Park**, which will be located directly north of Town Hall. The Town is partnering with the **East Central Wisconsin Regional Planning Commission** for assistance with the visioning and community input portions of this planning process.

Economic Development

Grand Chute works with business and development partners to spur job creation and tax base growth. In 2015, **Costco Wholesale** and **Meijer** both announced plans for expansion into Grand Chute. The Town worked with Costco to provide utility and road improvements for its site at N. McCarthy Rd and W. Integrity Dr.

Meijer and the Town formed a partnership that will spur more high-value development in the Richmond – Evergreen business corridor. Meijer plans to open a new retail superstore in 2018, joining Navitus Health Solutions and Kwik Trip as early stage businesses that have located in this corridor. To support the growth plans for the area, the Town created **Tax Increment District No. 2** in 2015. The district will promote mixed-use development across 115 acres of prime development land that has direct access to I-41. Tax increment financing allows a community to make infrastructure and property investments that support job creation and tax base growth. The community's investment is repaid from the increased property tax revenue generated by private development that occurs in the district. Providing greater employment opportunities and expanding the local tax base helps relieve the tax burden of residents and homeowners throughout the community.

Grand Chute is working to build and maintain strong relationships with all of its local businesses. Community Development staff continues to make business retention visits in collaboration with the **Fox Cities Regional Partnership**. The visits enhance our knowledge of businesses located in the community and provides them with a point of contact for questions about Town-related matters.

Community Development staff continued its participation with representatives from local government, educational institutions, energy providers, and other organizations to establish a renewed strategic direction for the **Fox Cities Economic Development Professionals**. The group is committed to promoting professional development and networking initiatives, advancing the regional economy and pursuing best practices initiatives.

Town staff also participates in the **Fox West Chamber of Commerce**, an organization dedicated to helping small businesses in the Hortonville, Greenville, and Grand Chute communities.

Regional Collaboration

Community Development staff participates on a number of intergovernmental boards, including:

- **Fox Cities Transit Commission.** Supervises the operation and maintenance of the Valley Transit system, including route and service changes, vendor contracts, and capital expenditures. Lobbies state and federal officials for support.
- **Outagamie County Greenway Implementation Committee.** Coordinates planning and construction efforts of area communities to build an integrated regional trail network and adopt of complete streets policies.
- **Regional Pedestrian and Bicycle Plan Steering Committee.** Through the East Central Wisconsin Regional Planning Commission, identifies existing and planned facilities, gaps, barriers, and connections needed to create a safe, accessible, and efficient regional bicycle and pedestrian network within the Fox Cities and Oshkosh urbanized areas.

TOWN OF GRAND CHUTE - DEPARTMENT OF COMMUNITY DEVELOPMENT

PERMIT ACTIVITY REPORT

REPORT PERIOD - DECEMBER 2015

	2015				2014			
	DECEMBER		YTD		DECEMBER		YTD	
	Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total
Permits Issued								
Building Permits	28	29%	545	40%	26	29%	524	42%
Electric Permits	22	22%	286	21%	20	22%	243	19%
Plumbing Permits	27	28%	321	23%	25	28%	265	21%
HVAC Permits	21	21%	221	16%	18	20%	216	17%
Other Permits	0	0%	0	0%	0	0%	0	0%
Total Permits Issued	98		1373		89		1248	
	2015				2014			
	DECEMBER		YTD		DECEMBER		YTD	
	Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total
Projects								
New Single Family Dwellings	5	18%	73	13%	2	8%	64	12%
New Duplexes	0	0%	1	0%	0	0%	1	0%
New Multi-Family Dwellings	0	0%	1	0%	2	8%	2	0%
New Residential Access Bldgs	0	0%	58	11%	0	0%	44	8%
New Commercial/Ind Bldgs	2	7%	22	4%	1	4%	18	3%
Residential Additions & Alter	7	25%	129	24%	7	27%	126	24%
Comm/Ind Additions & Alter	7	25%	95	17%	5	19%	84	16%
Signs	6	21%	71	13%	6	23%	101	19%
Other Projects	1	4%	95	17%	3	12%	84	16%
Total Projects	28		545		26		524	
	2015				2014			
	DECEMBER		YTD		DECEMBER		YTD	
	Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total
Projects By Zone								
Single Family (RSF)	10	36%	294	54%	7	27%	289	51%
Two Family (RTF)	2	7%	17	3%	0	0%	12	2%
Multi-Family (RMF)	0	0%	10	2%	4	15%	16	3%
Local Commercial (CL)	3	11%	74	14%	2	8%	67	13%
Regional Commercial (CR)	9	32%	86	16%	7	27%	69	13%
Planned Commercial (CP)	1	4%	22	4%	2	8%	23	4%
Industrial (IND)	1	4%	24	4%	3	12%	47	9%
Exclusive Agriculture	0	0%	0	0%	0	0%	0	0%
General Agriculture	2	7%	18	3%	1	4%	21	4%
Total Proj. by Zoning Dist.	28		545		26		524	
	2015				2014			
	DECEMBER		YTD		DECEMBER		YTD	
	Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total
New Dwelling Units								
Construction Costs (Ave.)	\$	384,492	\$	215,427	\$	277,384	\$	219,516
Calculated Permit Fees (Ave.)	\$	847	\$	661	\$	754	\$	684
Finished Floor Area (Ave. sq. ft.)		3,393		2,465		2,848		2,432
Garage Area (Ave. sq. ft.)		1,040		859		984		876
Lot Area (Ave. sq. ft.)		40,095		20,283		27,602		19,484
With Municipal Sewer (%)		80%		99%		100%		100%
With Municipal Water (%)		100%		100%		100%		100%
On Mapped Floodplain Lots (%)		0%		0%		0%		0%
	Year							
	2015 YTD	2014	2013	2012	2011	2010	2009	2008
New Dwelling Units								
In Single Family Homes	73	84	71	53	33	43	30	38
In Duplexes	2	2	0	0	0	0	0	0
In Multi-Family Apartment Units	59	8	32	160	172	64	0	56

TOWN OF GRAND CHUTE - DEPARTMENT OF COMMUNITY DEVELOPMENT

PERMIT ACTIVITY REPORT

REPORT PERIOD - DECEMBER 2015

Costs By Project	2015				2014			
	DECEMBER		YTD		DECEMBER		YTD	
	Cost	% of Total	Cost	% of Total	Cost	% of Total	Cost	% of Total
New Single Family Dwellings	\$ 2,078,941	50%	\$ 18,479,433	22%	\$ 778,978	15%	\$ 17,084,931	27%
New Duplexes	\$ 5,000	0%	\$ 296,500	0%	\$ -	0%	\$ 499,598	1%
New Multi-Family Dwellings	\$ 581,000	14%	\$ 7,924,086	9%	\$ 860,000	17%	\$ 1,164,150	2%
New Residential Access Bldgs	\$ -	0%	\$ 471,520	1%	\$ -	0%	\$ 423,324	1%
New Commercial/Ind Bldgs	\$ 429,487	10%	\$ 38,820,665	46%	\$ 2,041,852	40%	\$ 22,767,522	36%
Residential Additions & Alter	\$ 101,822	2%	\$ 2,470,755	3%	\$ 875,144	17%	\$ 3,042,651	5%
Comm/Ind Additions & Alter	\$ 886,912	21%	\$ 14,437,505	17%	\$ 399,279	8%	\$ 15,707,504	25%
Signs	\$ 53,224	1%	\$ 907,685	1%	\$ 103,700	2%	\$ 1,336,962	2%
Other Projects	\$ 400	0%	\$ 896,843	1%	\$ 65,101	1%	\$ 506,968	1%
Total Costs by Project Type	\$ 4,135,788		\$ 84,705,003		\$ 5,123,754		\$ 62,532,610	
Costs By Work Type	2015				2014			
	DECEMBER		YTD		DECEMBER		YTD	
	Cost	% of Total	Cost	% of Total	Cost	% of Total	Cost	% of Total
Building Construction	\$ 2,689,845	65%	\$ 66,511,634	79%	\$ 4,004,979	78%	\$ 48,307,428	77%
Electrical	\$ 301,478	7%	\$ 7,272,767	9%	\$ 425,808	8%	\$ 5,685,004	9%
Plumbing	\$ 164,148	4%	\$ 5,708,447	7%	\$ 382,720	7%	\$ 3,298,128	5%
HVAC	\$ 981,315	24%	\$ 5,212,154	6%	\$ 310,449	6%	\$ 5,242,050	8%
Other	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	0%
Total Costs by Work Type	\$ 4,136,786		\$ 84,705,003		\$ 5,123,754		\$ 62,532,610	
Costs By Zoning District	2015				2014			
	DECEMBER		YTD		DECEMBER		YTD	
	Cost	% of Total	Cost	% of Total	Cost	% of Total	Cost	% of Total
Single Family (RSF)	\$ 2,132,528	52%	\$ 20,774,986	25%	\$ 835,447	16%	\$ 19,173,325	31%
Two Family (RTF)	\$ 44,286	1%	\$ 424,799	1%	\$ -	0%	\$ 91,505	0%
Multi-Family (RMF)	\$ 592,800	14%	\$ 8,936,286	11%	\$ 1,881,900	33%	\$ 3,101,204	5%
Local Commercial (CL)	\$ 229,162	6%	\$ 20,976,366	26%	\$ 24,100	0%	\$ 11,118,434	18%
Regional Commercial (CR)	\$ 1,091,181	26%	\$ 12,076,721	14%	\$ 2,381,001	46%	\$ 9,206,413	15%
Planned Commercial (CP)	\$ 14,180	0%	\$ 3,241,989	4%	\$ 65,630	1%	\$ 3,787,920	6%
Industrial (IND)	\$ 23,300	1%	\$ 18,077,811	21%	\$ 100,900	2%	\$ 15,497,151	25%
Exclusive Agriculture	\$ -	0%	\$ -	0%	\$ -	0%	\$ -	0%
General Agriculture	\$ 9,349	0%	\$ 196,044	0%	\$ 34,776	1%	\$ 556,658	1%
Total Costs by Zoning Dist	\$ 4,136,788		\$ 84,705,003		\$ 5,123,754		\$ 62,532,610	
Total Costs By Year	YEAR							
	2015 YTD	2014	2013	2012	2011	2010	2009	2008
	\$ 84,705,003	\$ 62,532,610	\$ 85,715,620	\$ 61,301,129	\$ 57,687,306	\$ 42,012,479	\$ 23,213,317	\$ 44,569,762
January 14, 2016	Prepared by Cary J. Nete, Chief Building Inspector						Page 2 of 3	

TOWN OF GRAND CHUTE - DEPARTMENT OF COMMUNITY DEVELOPMENT

PERMIT ACTIVITY REPORT

REPORT PERIOD - DECEMBER 2015

Fees By Fee Type	2015				2014			
	DECEMBER		YTD		DECEMBER		YTD	
	Fees	% of Total	Fees	% of Total	Fees	% of Total	Fees	% of Total
Building Permits	\$11,453.00	37%	\$174,643.50	33%	\$10,767.00	39%	\$158,689.50	38%
Electric Permits	\$2,791.00	9%	\$48,719.00	9%	\$1,425.00	5%	\$25,000.75	6%
Plumbing Permits	\$1,365.00	4%	\$26,205.50	5%	\$1,888.00	7%	\$20,444.50	5%
HVAC Permits	\$3,376.00	11%	\$27,725.40	5%	\$1,648.00	6%	\$26,107.86	6%
Building Plan Review	\$2,825.00	9%	\$44,375.00	8%	\$3,000.00	11%	\$34,650.00	8%
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	\$150.00	0%	\$2,340.00	0%	\$60.00	0%	\$1,950.00	0%
Park Fee	\$1,800.00	5%	\$41,300.00	8%	\$2,400.00	9%	\$27,800.00	7%
Driveway/Access Permits	\$240.00	1%	\$4,720.00	1%	\$100.00	0%	\$3,290.00	1%
Drainage Plan Review	\$200.00	1%	\$4,300.00	1%	\$0.00	0%	\$1,200.00	0%
Drainage Inspections	\$2,750.00	9%	\$42,800.00	8%	\$2,500.00	9%	\$36,650.00	9%
Erosion Control Plan Review	\$500.00	2%	\$7,500.00	1%	\$200.00	1%	\$6,500.00	2%
Erosion Control Inspections	\$1,250.00	4%	\$18,500.00	3%	\$500.00	2%	\$16,250.00	4%
Permit Penalty Fees	\$60.00	0%	\$2,701.00	1%	\$0.00	0%	\$1,434.00	0%
Fire Department Impact Fees	\$1,203.00	4%	\$65,406.28	12%	\$1,418.00	5%	\$38,267.24	9%
Assessment Maintenance Fee	\$1,150.00	4%	\$22,908.00	4%	\$1,800.00	6%	\$18,480.00	4%
Total Permit Fees By Zoning Dist.	\$30,713.00		\$534,143.68		\$27,706.00		\$416,727.85	

Fees By Project Type	2015				2014			
	DECEMBER		YTD		DECEMBER		YTD	
	Fees	% of Total	Fees	% of Total	Fees	% of Total	Fees	% of Total
New Single Family Dwellings	\$13,644.00	44%	\$201,215.00	38%	\$6,495.00	23%	\$179,330.00	43%
New Duplexes	\$103.00	0%	\$3,815.00	1%	\$0.00	0%	\$3,721.00	1%
New Multi-Family Dwellings	\$914.00	3%	\$31,625.00	6%	\$8,819.00	32%	\$9,889.50	2%
New Res. Access Bldgs	\$0.00	0%	\$4,768.00	1%	\$0.00	0%	\$3,500.00	1%
New Commercial/Ind Bldgs	\$5,808.00	18%	\$126,215.78	24%	\$182.00	1%	\$71,269.77	17%
Residential Additions & Alter	\$1,943.00	6%	\$25,916.80	5%	\$5,703.00	21%	\$26,669.50	6%
Comm/Ind Additions & Alter	\$7,566.00	25%	\$115,338.40	22%	\$4,257.00	15%	\$93,092.08	22%
Signs	\$900.00	3%	\$14,950.00	3%	\$1,950.00	7%	\$22,746.00	5%
Other Projects	\$35.00	0%	\$10,300.00	2%	\$300.00	1%	\$6,810.00	2%
Total Permits Fees by Project Type	\$30,713.00		\$534,143.68		\$27,706.00		\$416,727.85	

Fees By Zoning District	2015				2014			
	DECEMBER		YTD		DECEMBER		YTD	
	Fees	% of Total	Fees	% of Total	Fees	% of Total	Fees	% of Total
Single Family (RSF)	\$14,828.00	48%	\$227,922.50	43%	\$16,810.00	61%	\$218,784.50	53%
Two Family (RTF)	\$808.00	3%	\$7,013.00	1%	\$0.00	0%	\$898.00	0%
Multi-Family (RMF)	\$1,156.00	4%	\$36,381.00	7%	\$4,255.00	15%	\$8,484.50	2%
Local Commercial (CL)	\$5,151.00	17%	\$91,899.40	17%	\$638.00	2%	\$55,251.66	13%
Regional Commercial (CR)	\$8,030.00	26%	\$80,654.00	15%	\$3,768.00	14%	\$46,058.93	11%
Planned Commercial (CP)	\$241.00	1%	\$22,950.00	4%	\$824.00	3%	\$24,199.21	6%
Industrial (IND)	\$298.00	1%	\$64,575.78	12%	\$1,271.00	5%	\$58,994.16	14%
Agricultural (AED) and (AGD)	\$205.00	1%	\$2,748.00	1%	\$140.00	1%	\$6,057.00	1%
Total Permit Fees by Zoning Dist.	\$30,713.00		\$534,143.68		\$27,706.00		\$416,727.85	

Total Fees By Year	Year							
	2015 YTD	2014	2013	2012	2011	2010	2009	2008
	\$ 534,144	\$ 416,728	\$ 505,387	\$ 449,275	\$ 388,217	\$ 358,898	\$ 218,173	\$ 281,532

**2015 STATEMENT OF ASSESSMENTS
AS REPORTED ON OR BEFORE FEBRUARY 10, 2016
TOWN OF GRAND CHUTE**

81-44-020

OUTAGAMIE COUNTY

REAL ESTATE CLASSES	PARCEL COUNT			LAND	IMPROVEMENTS	TOTAL
	LAND	IMPRV	ACRES			
1 RESIDENTIAL	6,240	5,668	3,793	220,824,800	848,994,800	1,069,819,600
2 COMMERCIAL	1,058	850	2,408	299,416,900	797,686,000	1,097,102,900
3 MANUFACTURING	58	58	344	12,753,100	69,963,100	82,716,200
4 AGRICULTURAL	215		2,986	553,400		553,400
5 UNDEVELOPED	80		309	674,600		674,600
5M AGRICULTURAL FOREST	4		75	75,200		75,200
6 FOREST LANDS	72		713	1,183,400		1,183,400
7 OTHER	29	28	43	870,400	1,732,900	2,603,300
TOTAL REAL ESTATE ASSESSMENT	7,756	6,604	10,671	536,351,800	1,718,376,800	2,254,728,600

PERSONAL PROPERTY ITEMS

	VALUE
11 BOATS AND OTHER WATERCRAFT	0
12 MACHINERY, TOOLS, AND PATTERNS	25,547,300
13 FURNITURE, FIXTURES AND EQUIPMENT	61,589,800
14 ALL OTHER PERSONAL PROPERTY NOT EXEMPT	12,346,928
TOTAL PERSONAL PROPERTY ASSESSMENT	99,484,028
AGGREGATE ASSESSED VALUE	2,354,212,628

**2015 STATEMENT OF EQUALIZED VALUES
AS SET BY
THE WISCONSIN DEPARTMENT OF REVENUE
TOWN OF GRAND CHUTE**

81-44-020

OUTAGAMIE COUNTY

REAL ESTATE CLASSES	LAND	IMPROVEMENT	TOTAL	RATIO
1 RESIDENTIAL	226,196,100	851,860,500	1,078,056,600	
2 COMMERCIAL	277,385,300	817,776,700	1,095,162,000	
3 MANUFACTURING	12,782,600	69,890,600	82,673,200	
4 AGRICULTURAL	511,400		511,400	
5 UNDEVELOPED	96,500		96,500	
5M AGRICULTURAL FOREST	112,500		112,500	
6 FOREST LANDS	2,040,000		2,040,000	
7 OTHER	352,000	2,459,000	2,811,000	
TOTAL REAL ESTATE EQUALIZED VALUE	519,476,400	1,741,986,800	2,261,463,200	99.70%

PERSONAL PROPERTY ITEMS

	VALUE	
11 BOATS AND OTHER WATERCRAFT	0	
12 MACHINERY, TOOLS, AND PATTERNS	25,277,500	
13 FURNITURE, FIXTURES AND EQUIPMENT	61,044,600	
14 ALL OTHER PERSONAL PROPERTY NOT EXEMPT COMPENSATION	11,692,000 -465,000	
TOTAL PERSONAL PROPERTY EQUALIZED VALUE	97,549,100	101.98%
AGGREGATE EQUAZLIZED VALUE	2,359,012,300	99.80%

GRAND CHUTE FIRE DEPARTMENT

2015 ANNUAL REPORT



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

"Protecting the lives, property, and environment for the community we serve through efficient, effective emergency response activities and proactive risk reduction services."

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LETTER FROM THE CHIEF

Once again, I am honored to have the privilege to submit the Grand Chute Fire Department's 2015 Annual Report summarizing the activities and achievements of both your firefighters, and the organization as a whole. The pages that follow provide a balance of quantitative and qualitative insight into our relentless efforts dedicated to ensuring the highest level of customer-centered emergency and risk reduction services are provided, while aggressively maintaining accountability and fiscal responsibility.

As the fire service and our community continues to evolve, we are presented with new and unique challenges which require a combination of collaboration, critical thinking, and innovation from those who strive for excellence in the delivery of emergency services. I am consistently impressed by our personnel's ability to adapt to this dynamic environment, as well as the changing needs of those they serve. I both admire and commend their unwavering commitment to enhancing the safety and preserving the quality of life for the citizens and visitors of Grand Chute. There is no doubt that they represent the best the fire service has to offer.

On behalf of your entire fire department, I want to thank you for taking the time to review our organizational highlights from 2015. We are honored to serve, and remain dedicated to ensuring that you "experience better" all-hazards emergency response and risk reduction services in 2016.

Respectfully,



MISSION

Our mission is to protect the lives, property, and environment for the community we serve through efficient, effective emergency response activities and proactive risk reduction services.

VALUES

People: We appreciate the talents of each person and encourage responsible decision-making at the most appropriate level. We recognize the importance of personal and professional development. We value the citizens and people who live, work, and visit our community.

Compassion: The members of this department value the importance of compassionate care and treatment of all citizens who call for our services.

Integrity: We are honest, accountable, and trustworthy.

Valor: Courageously encountering adversity, accepting responsibility for our actions, and providing respectful and professional conduct to the public, coworkers, and peers.

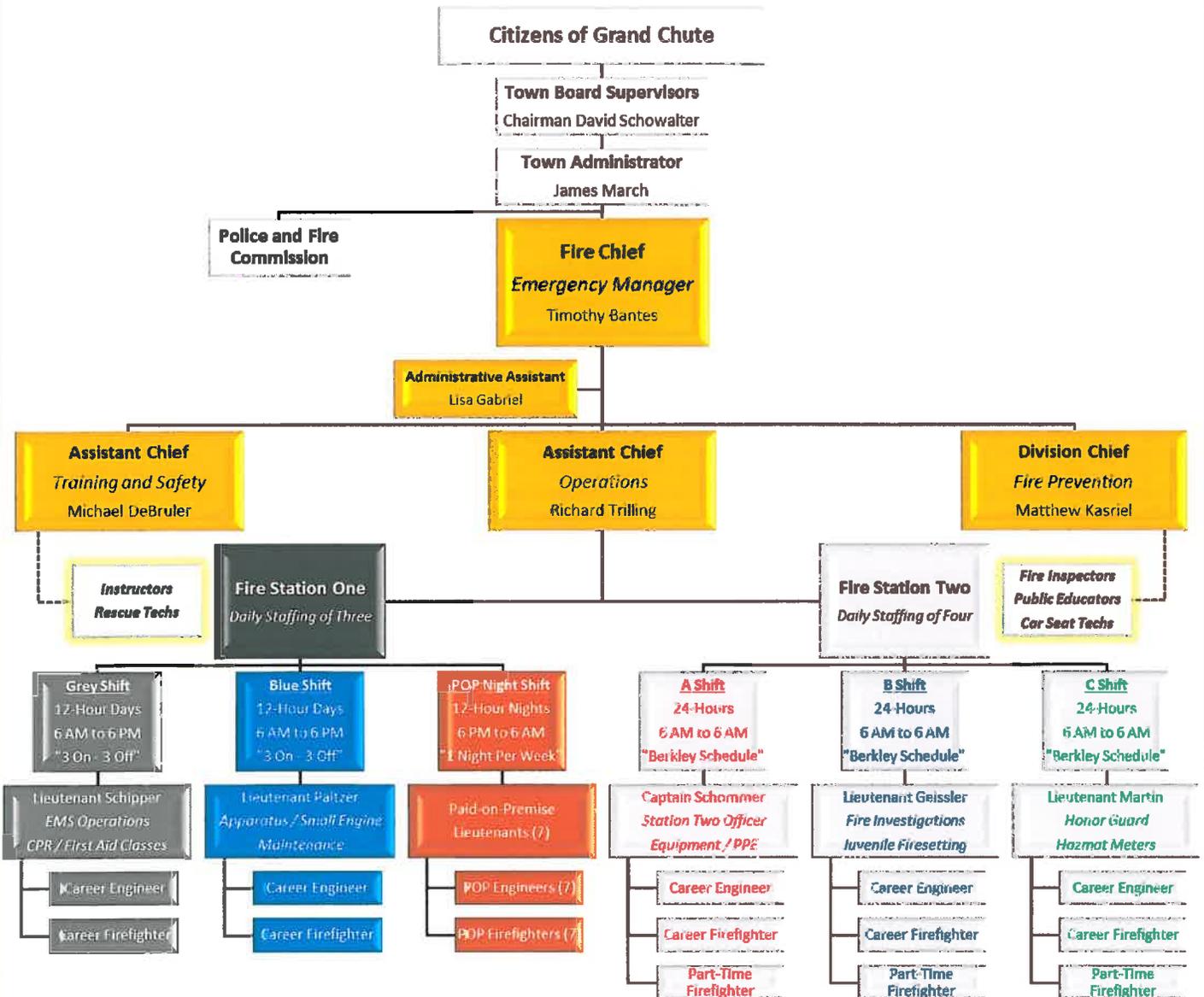
Vision/Creativity: We encourage imaginative problem solving, innovation, resourcefulness, and thought out risk-taking.

Quality: We provide superior services and are committed to continuous improvement. We are attentive to the changing needs of the community we serve.

Respect: We welcome individual and professional differences and treat everyone with dignity, courtesy, and sensitivity.



GRAND CHUTE FIRE DEPARTMENT Organizational Chart



WHO WE SERVE, HOW WE SERVE

The Grand Chute Fire Department provides all-hazard emergency response and risk reduction services to a population of 21,909 Fox Valley residents occupying a twenty-three, square-mile area. In addition to a diverse distribution of single- and multi-family dwellings, business, and industry, Grand Chute is home to the bustling Fox River Mall and retail corridor, as well as the Fox Valley Technical College bringing the estimated daytime population to approximately 70,000. This robust response area is served by two fire stations with a combined daily staffing compliment of seven firefighters. Our dedicated staff consists of a total combination of 20 career, 5 part-time, and 35 paid-on-premise personnel answering more than 2,100 emergency calls for service in 2015.



[Station One](#) was built in 2008 and is located at 2250 Grand Chute Boulevard. Station One is staffed by three personnel and houses one front line [engine](#), [ladder truck](#), [heavy rescue squad](#), and [water tender](#), as well as one [reserve engine](#) company.

[Station Two](#) was built in 2015 and is located at 3900 West Spencer Street. Station Two is staffed by four personnel and houses one front line [engine](#), and one [reserve engine](#) company.



UPDATED WEB PRESENCE

As part of a town-wide effort in 2015, the Grand Chute Fire Department completely redesigned its [website](#) to provide the public with easily accessible, timely, and relevant information regarding our organization and the services we provide.



NEW GCFD LOGO

In an effort to align our organizational branding with the new Town Logo unveiled in 2015, we have developed a new patch to emblemize our department and its proud history. The design incorporates a traditional "maltese cross" representative of the fire service, the "star of life" recognizing our role as EMS providers, the State of Wisconsin, as well as the new "GC" Logo which serves as the focal point.



INCIDENT STATISTICAL SUMMARY

<u>CATEGORY</u>	<u>2014</u>	<u>2015</u>
Total Incidents	1835	2102
Station #1 Incidents	638	824
Station #2 Incidents	1197	1278
Simultaneous Incidents	167	226
Multi-Company Incidents	204	277
Day (6A-6P) Incidents	1195	1422
Night (6P-6A) Incidents	640	680

INCIDENT TYPE SUMMARY

<u>CATEGORY</u>	<u>2014</u>	<u>2015</u>
Rescue and EMS	1267	1304
Good Intent Call	157	309
False Alarm / Call	156	175
Service Call	96	135
Hazardous Condition	86	112
Fire	70	61
Special Incident Type	2	4
Overpressure, Explosion	0	1
Severe Weather	1	1

FRACTILE RESPONSE PERFORMANCE

<u>TIME</u>	<u>GOAL</u>	<u>MET</u>	<u>90%</u>
Processing	60 Sec.	88%	79 Sec.
Turnout	60 Sec.	65%	88 Sec.
Travel	240 Sec.	59%	388 Sec.

AUTOMATIC / MUTUAL AID SUMMARY

<u>AUTO AID GIVEN</u>	<u>2014</u>	<u>2015</u>
Appleton	21	19
Town of Menasha	13	9
Town of Center	0	1
<u>AUTO AID RECEIVED</u>	<u>2014</u>	<u>2015</u>
Appleton	19	35
Town of Menasha	6	12
Town of Center	1	0



MABAS INCIDENTS 2015

Total Responses	10
-----------------	----

OPERATIONS DIVISION

GCFD Dedicates New Fire Station Two

Following more than twelve months of planning and construction, the Grand Chute Fire Department held a dedication ceremony commemorating the opening of the new Fire Station #2 on Tuesday July 21st.

The facility was constructed following the completion of a comprehensive study determining that fire and emergency services could be delivered more effectively and efficiently from the



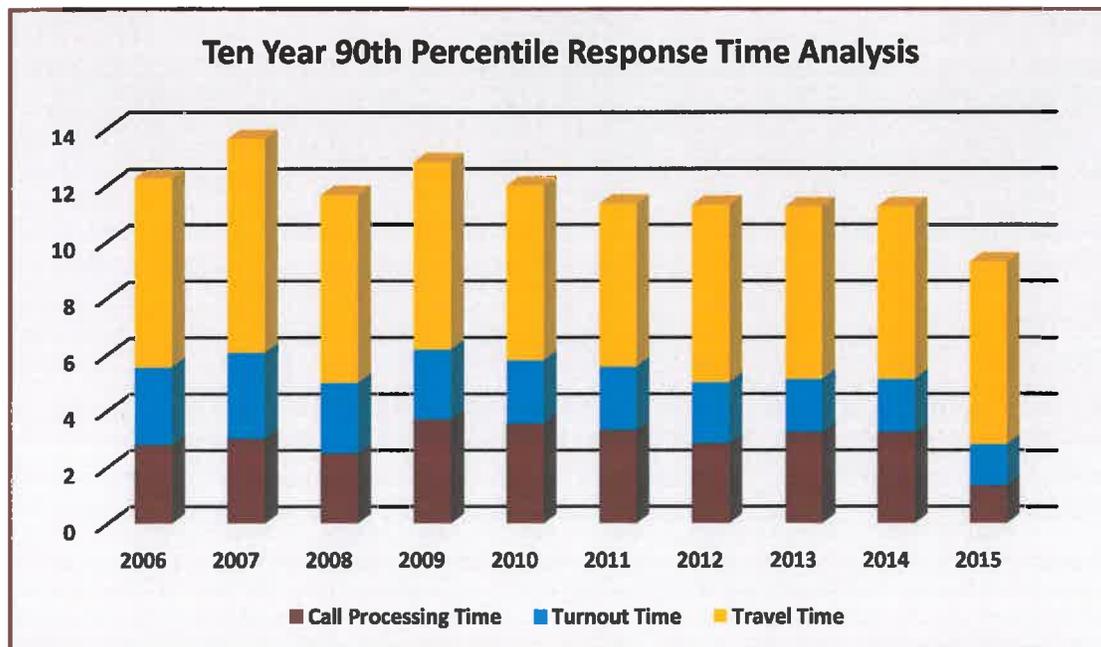
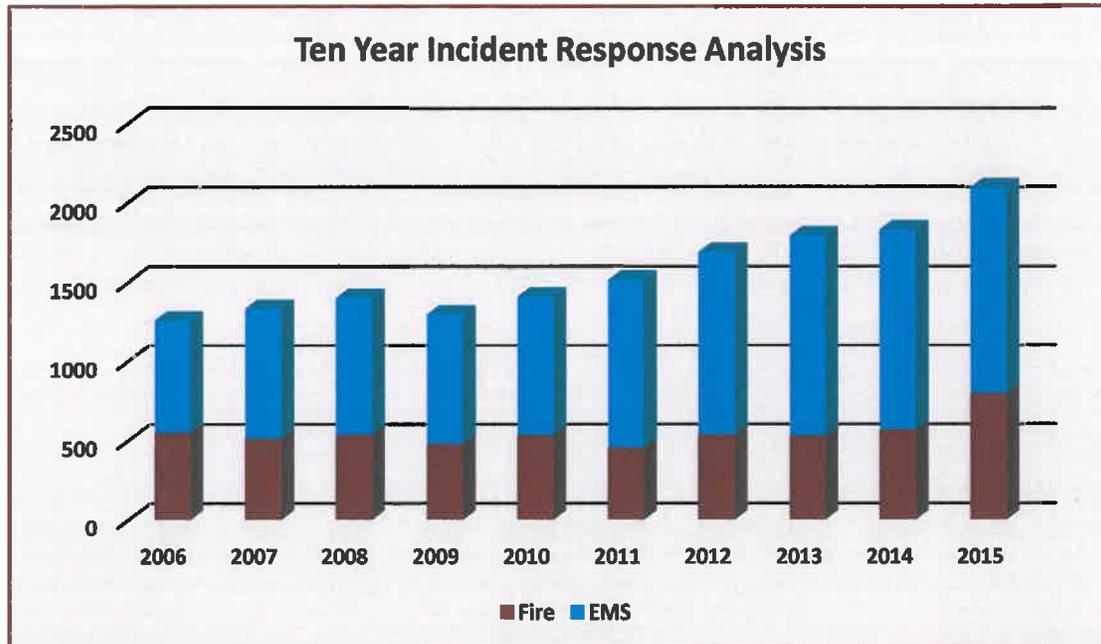
Spencer Street location. The building replaced an existing forty year-old fire station which previously served as the municipal court and police station, and had become plagued with increasing maintenance costs. The new 10,500 square foot facility was completed within schedule and budget parameters, boasting energy efficient features including in-floor heating, high efficiency boilers, exterior LED lighting, and bi-fold bay doors.

COMPARING FOX VALLEY FIRE SERVICES

<u>FIRE DEPARTMENT</u>	<u>POP. SERVED</u>	<u>FT FF</u>	<u>POC FF</u>	<u>FIRE STATIONS</u>	<u>2015 RUNS</u>
CITY OF KAUKAUNA	15,462	19	15	One	1,512
TOWN OF MENASHA	18,498	4	54	Two	1,060
GRAND CHUTE	21,909	19	35	Two	2,102
NEENAH-MENASHA	43,504	68	0	Four	2,442
APPLETON	73,737	96	0	Six	4,414



RESPONDING TO GROWTH: A *DECADE OF SERVICE*



NOTABLE INCIDENTS OF 2015



On March 7th we responded to a garage fire, encountering heavy fire conditions upon arrival. The fire was brought under control in approximately 20 minutes, however the building and contents were declared a total loss. A nearby home and additional garage suffered moderate heat damage, but were protected from becoming involved in fire.

On August 1st we responded to a call for a residential structure fire, encountering heavy fire conditions on arrival. Following an aggressive interior fire attack and search effort, deteriorating conditions forced crews to withdraw from the building and transition to a defensive strategy. The fire was eventually upgraded to a third alarm, and one firefighter was evaluated on scene for heat exhaustion.



On October 5th we responded to a report of a structure fire, arriving to find a heavily involved attached garage with fire extending into the single-family dwelling on the property. Crews were on scene for several hours conducting fire attack, search, and overhaul operations.

On October 16th we responded to reports of a structure fire, arriving on scene to find a large body of fire venting through the roof of a two-story, sixteen unit apartment building. As fire attack efforts were initiated, crews simultaneously conducted interior searches of the building under deteriorating conditions and determined that all of the residents had evacuated. The fire was brought under control before it consumed the north half of the building.



EMERGENCY MEDICAL SERVICES

Since 1998 the Grand Chute Fire Department has been delivering [emergency medical services](#) in a tiered response system with Gold Cross Ambulance, the primary ambulance transport provider for the Fox Valley. Under this system, fire personnel provide EMS first response patient care prior to the arrival of [Gold Cross Ambulance](#), or in conjunction with their personnel already on scene. Recognizing the value of these services and seeking to have an even greater impact on the care for those in our community, our organization began a transition from First Responder to the Emergency Medical Technician service level in 2014, completing our first full year of service at the EMT Level in 2015. This



Dr. Ryan Murphy

additional training enhances our ability to assess and treat patients utilizing advanced level skills and interventions not available at the first responder level. Additionally, we sought independent medical direction from [Dr. Ryan Murphy](#), an Emergency Room Physician who provides focused oversight

to our EMS program and personnel. Dr. Murphy continues to demonstrate his value as an integral member of our team, assisting us in ensuring high quality care is delivered at this increased level, benefiting those we serve and enhancing the effectiveness of the tiered response system in collaboration with Gold Cross.

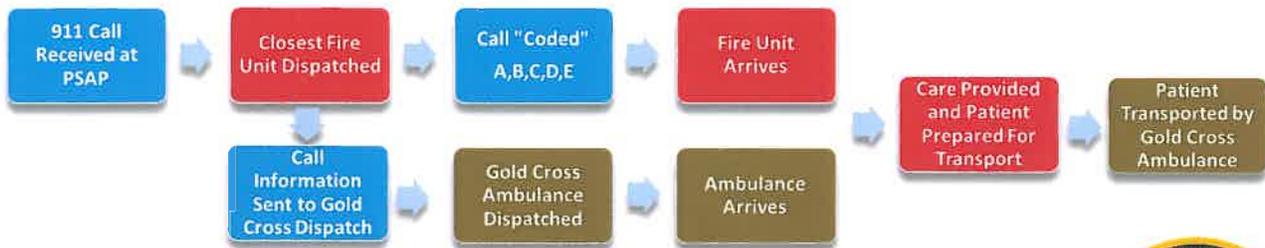


2015 EMS INCIDENT SUMMARY

<u>CHIEF COMPLAINT</u>	<u>PATIENTS</u>
Fall Victim	208
Sick Person	170
Breathing Problem	137
Unconscious / Fainting	107
Chest Pain	87
Convulsions / Seizure	82
Traffic Accident	80
Unknown Problem	62
Traumatic Injury	56
Diabetic Problem	44
Abdominal Pain	36
Ingestion / Poisoning	36
Stroke / CVA	30
Hemorrhage / Laceration	22
Back Pain	20
Cardiac Arrest	18
Heart Problems	16
Psychiatric Problems	14
Assault	12
Not Applicable	11
Allergies	9
Choking	7
Headache	7
Pregnancy/Childbirth	5
Burns	3
Eye Problem	3
Heat / Cold Exposure	3
Stab / Gunshot Wound	2
Animal Bite	1
CO Poisoning / Hazmat	1
<u>PATIENT AGE GROUP</u>	<u>%</u>
60 to 70	14.14 %
50 to 60	13.84 %
80 to 90	13.45 %
70 to 80	12.38 %
30 to 40	11.22 %
20 to 30	10.22 %
40 to 50	9.15 %
10 to 20	6.00 %
90 to 100	5.76 %
0 to 10	3.61 %
100 to 110	.23 %

WHEN SECONDS COUNT: PRIORITY DISPATCHING

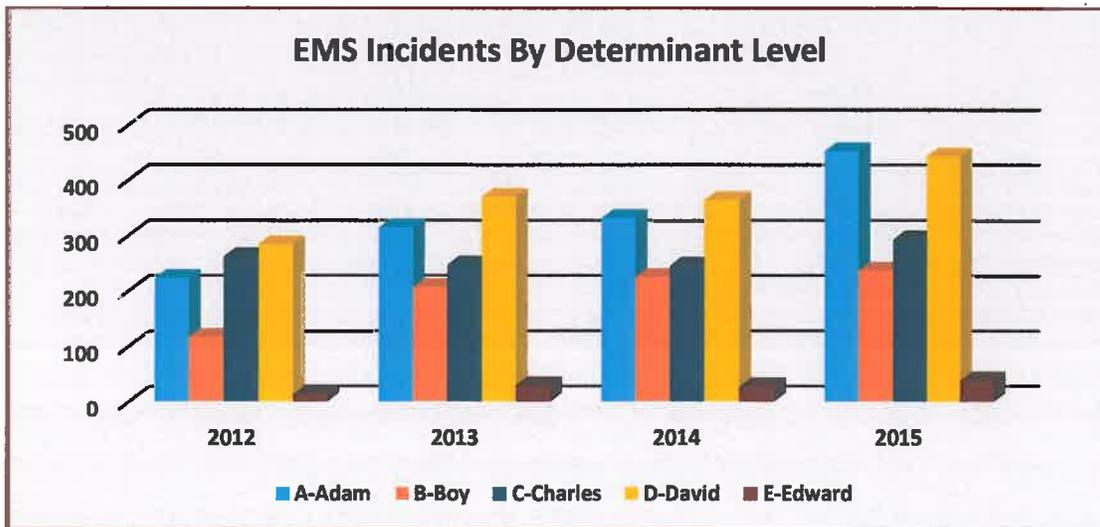
Under our system, basic life support or BLS resources (Grand Chute Fire Units), and advanced life support or ALS resources (Gold Cross Ambulance) are systematically deployed by 911 dispatchers operating under the guidelines of a program known as the [“Medical Priority Dispatch System”](#). This best-practice dispatching protocol utilizes a standardized format and set of interview questions to rapidly yet methodically collect critical information pertaining to the emergency, which is then utilized to generate a “determinant code” for the incident. A flow chart depicting the dispatch and deployment of resources, as well as a more detailed explanation of the process is provided below.



Upon receipt of a 911 call reporting a medical emergency, [Outagamie County 911](#) dispatchers rapidly collect the minimal information necessary (location, nature of call, etc.) to provide a “pre-alert” dispatch for the closest available fire unit recommended by a GPS-based vehicle locating system. The purpose of this pre-alert notification is to facilitate a rapid initial response (which can be downgraded after priority coding) while information is still being gathered by dispatchers.



Simultaneously, call information is transferred by the Outagamie County 911 Center to Gold Cross who independently determines the most appropriate ambulance to send to the call. Based on additional information provided to the dispatcher by the caller, an alphabetical call determinant level of E-Edward, D-David, C-Charles, B-Boy, or A-Adam is assigned to the call and forwarded to responding crews. E-Edward calls represent those with the most severe and immediate life threat, while A-Adam calls represent the most minimal threat.



SIXTH ANNUAL SAFETY DAY



On Saturday September 12th, the Grand Chute Fire Department hosted the Sixth Annual "[Jesse Pickett](#)" Family Safety Day. This event, which aims to educate the public on a broad scope of safety-related topics is held in honor of Fire Prevention Specialist Jesse Pickett, who tragically lost his life in a car accident in December of 2013. It serves to memorialize his diligent efforts to reduce the loss of life from fires in our community.

SOCIAL MEDIA SUMMARY	2014	2015
Total Facebook "Likes"	1710	2540
Total Twitter "Followers"	693	955

2015 TOP SOCIAL MEDIA POST

A facebook post depicting a dog warming in a fire apparatus cab after being removed by firefighters from a submerged vehicle following a water rescue incident in a local retention pond garnered 186 "likes" and was viewed by 14,078 users!



FIRE PREVENTION DIVISION

Firefighters Remind Drivers to Slow Down

Grand Chute Firefighters maintained an active presence in our school zones during the first week of September reminding drivers to watch their speeds, and ensuring the children in our community started the school year off safely.



Fire Prevention Week 2015

The month of October was dedicated to visiting with area children to educate them on the importance of [fire prevention](#) and safety.

Strong partnerships with our local schools enable us to provide this proactive learning experience to the children of our community at an early age.



Activities included fire station tours at both our Grand Chute Boulevard and Spencer Street

facilities, daycare visits, the fire prevention poster contest, and an interactive "Fire Prevention Jeopardy" game which tests the knowledge of older students.



PREVENTION SUMMARY	2014	2015
Inspections Conducted	3176	3289
Public Education Events	100	93
Citizen Contacts	7457	6701



FIRE PREVENTION DIVISION

GCFD Recognized For Health Partnership
[Outagamie County Public Health](#) recognized the Grand Chute Fire Department as the inaugural recipient of the "Public Health Partner of the Year" Award in 2015. This honor was bestowed upon our organization and firefighters as a result of our collaboration with [Safe Kids Wisconsin](#), which has facilitated the installation of hundreds of safety seats, as well as sponsorship of a recycling event for car seats which are no longer



serviceable.
Engineer Siegmann and Firefighter Lazzano (above), and Engineer Pavasaris and Firefighter Jape (left) each completed 24 hours



of Child Passenger Safety Technician Training, enabling them to work alongside Public Health Department staff as we continue to host monthly car seat fittings at Fire Station One. We are humbled to receive this recognition, and look forward to cultivating our relationship with these public health allies as we continue to partner on this, and other projects to enhance the safety and quality of life for those in our community.



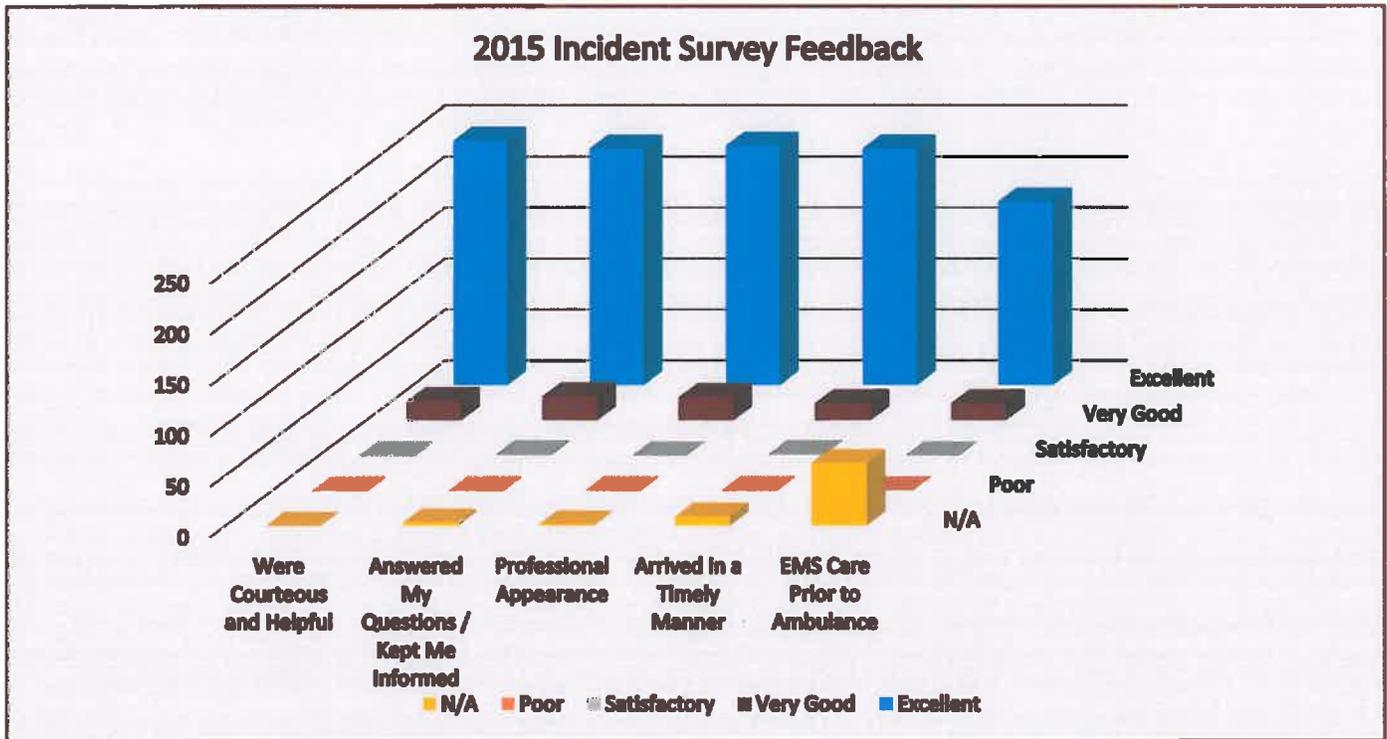
STATION TWO HOSTS LONG-TIME ADMIRER

For as long as our most senior fire personnel can remember, Scott or "Scooter" as his friends call him, has been visiting the Fire Station on Highview Drive, admiring the fire apparatus and even picking up old copies of Firehouse Magazine to peruse in his spare time. Having lost a close friend and longtime roommate in 2015, the C-Shift Firefighters at Station Two thought that Scooter's spirits might be lifted by a "VIP" tour of the new station on Spencer Street, along with a little quality time with the crew he has come to endear. Scooter, accompanied by an Agape Employee, joined the crew at Station Two for lunch, toured the new facility, and even got to help out with a little fire hose training! Special thanks to Lieutenant Paltzer, Engineer Olson, and Firefighter Berglund for making this possible!



STRIVING FOR EXCELLENCE: CUSTOMER SERVICE SURVEYS

In 2015 we continued our efforts to measure and evaluate the quality of our service provision via our customer satisfaction survey provided to those who call on us during emergencies. We continue to enjoy both a high return-rate (263 returned out of 510 sent, or 52%) and “score” on this survey instrument, giving us the ability to monitor our performance over time.



“Excellent service – be proud of your department.”

“Your team is amazing. I am so grateful! You even cleaned up the blood that was all over my kitchen floor.”

“Our FD is the best we’ve ever had. We’ve lived in 9 different cities.”

“Firemen were outstanding – kind, proactive, compassionate and respectful. They were quite excellent. Thank you!”

“Absolutely outstanding! They were so kind and compassionate to my kids, husband, and myself during an extremely stressful time for my family and I. Thank You!”

“The Firefighters really helped me to feel taken care of after my accident. I had been injured but was in shock and didn’t realize it, but the team helped me get thru that difficult experience. Thank You!”

“Thank You! Your kindness and professionalism was superior, very much appreciated.”

“Thank you – great team – very helpful. Very kind to my husband who is disabled and worried – great care.”

“They were all absolutely wonderful. They couldn’t have been better.”

“We want to thank the personnel for being so helpful and courteous. They were great.”

“Outstanding care! Thank You!”



TRAINING DIVISION

Fire Department Partners With McCain

Grand Chute Fire Personnel continue to partner with [McCain Foods](#) to conduct training exercises simulating hazardous materials incidents at the facility on Hickory Farm Lane. This collaborative effort enables firefighters to establish a safe and productive working relationship with McCain's internal emergency response team, while gaining an understanding of their operational capabilities pertaining to hazardous materials incident response.



Live Fire Training

Following several weeks of live fire training held in conjunction with the City of Appleton and Town of Menasha Fire Departments, the Grand Chute Fire Department conducted a final "burn" exercise at this acquired structure on North



Lynndale Drive.

Firefighters stood by as the home was allowed to be fully consumed by fire.

2015 TRAINING SUMMARY

Training Sessions Held	487
Member Attendance	1669
Total Hours	3729.28

CO-OP TRAINING IN CENTER

In 2015 GCFD personnel were invited to the Town of Center to conduct a walk-through of the new [Larsen Co-Op](#) grain storage and drying facility. As a part of the session, our ladder truck was set up to give those in attendance a better understanding of its capabilities and limitations for use in various potential fire and rescue situations this facility could present.



ADVANCED FIRE OFFICER CERTIFICATION

Six GCFD officers completed their National [Fire Officer II Certification](#) in 2015. In order to obtain this advanced certification, members participated in an on-line course through facilitated by the [Fox Valley Technical College](#), successfully passed a written examination, and completed a skills evaluation proctored by Chief Fire Officers from area fire departments. Congratulations to Assistant Chief DeBruler, Division Chief Kasriel, Captain Schommer, and Lieutenants Schipper, Gretzinger, and Martin!



AWARDS AND ACHIEVEMENTS



Under the leadership of Lieutenant Brad Paltzer, the crew of Engine 2622 (Engineer Aaron Stark, and Firefighters Wade Thorson and Ryan Monaghan) received a **Unit Citation** for their life saving actions on an EMS response involving two patients who had overdosed on narcotics.



Under the leadership of Lieutenant Bill Gretzinger, the crew of Squad 2671 (Engineer Jeremy Stern and Firefighter Jeremy Hanson) received a **Unit Citation** for their actions on a water rescue incident involving a vehicle submerged in a retention pond.



Under the leadership of Lieutenant Brad Paltzer, the crew of Engine 2622 (Engineer Robert Olson, and Firefighters Eric Berglund and Jason Biese) received a **Unit Citation** for their actions on a water rescue incident involving a vehicle submerged in a retention pond.



LETTERS OF COMMENDATION

Lieutenant Paulson
Lieutenant Gretzinger

SERVICE AWARDS

Asst. Chief DeBruler – 15 Years
Lieutenant Everson – 15 Years
Engineer Pavasaris – 15 Years
Lieutenant Gretzinger – 10 Years
Chief Bantes – 10 Years
Lieutenant Hansen – 10 Years
Lieutenant Paulson – 10 Years



In July of 2015, Fire Chief Tim Bantes was elected by his peers to serve as a Trustee on the Board of Directors for the [Wisconsin State Fire Chiefs Association](#).



Lieutenant Michael Geissler was recognized for ten years of service on the Seminar Committee of the [Wisconsin Branch of the International Association of Arson Investigators](#) in 2015.

Grand Chute Police Department

2015 ANNUAL REPORT



Community Characteristics

The type of police service delivered in any community is often a byproduct of the unique characteristics of that community. Our situation is no exception.

The Town of Grand Chute is an urbanized community with a permanent population of approximately 21,909, a significant portion of which resides in multi-family housing units. Our daytime population has been estimated to be in excess of 70,000. The community is home to the Fox River Mall, one of Wisconsin's largest shopping centers; the Fox Valley Technical College; and the Wisconsin Timber Rattlers, a Class A minor league baseball affiliate of the Milwaukee Brewers. These attractions, and many others, make our community a popular destination and explain why the town also contains the largest concentration of hotel rooms in the Fox Valley.

The popularity of local attractions, a strong commercial and industrial base, and a permanent population that ranks Grand Chute as the largest town in Wisconsin, all combine to make traffic in Grand Chute a major area of concern. Main highway arterials converging in the area include Interstate 41 and State Highways 125, 15 and 96. In addition, several major county trunk highways and regional traffic corridors also carry high volumes of traffic through the Town.

These various community characteristics serve to drive many of our policing priorities. The high daytime population results in a disproportionately high demand for police services, primarily between 8:00 a.m. and 5:00 p.m. Coupled with the high traffic volume, many of these service demands are traffic related, such as vehicle crashes and motorist assists. The high concentration of retail business brings an increased incidence of retail theft, and the presence of a large number of unattended vehicles in parking lots carries a high potential for thefts from autos. Finally, the transient nature of a significant portion of our population, those in hotel rooms or apartment complexes experiencing frequent tenant turnover, lends itself to disputes and disturbances, as well as other crime trends not as common in neighborhoods with a more stable population.

Mission of the Grand Chute Police Department

Developing an awareness of community characteristics is one of many requirements in establishing an organizational mission. Our community is vibrant and engaging for residents and visitors alike, made so by its many positive attributes. These attributes play an integral role in fostering a high quality of life in the community, but they are also frequently associated with a high demand for police services. As such, the department has adopted a mission statement that is responsive to these demands and perpetuates the high quality of life we have come to enjoy.

The mission of the Grand Chute Police Department is as follows:

The mission of the Grand Chute Police Department is to enhance the overall quality of life, reduce the fear of crime, and ensure a peaceful, safe environment for all members of our community.

We will fulfill this mission by collaborating with community members to identify and creatively solve problems, seeking voluntary compliance with the law through education and enforcement efforts, and thoroughly investigating criminal acts to hold perpetrators accountable and provide relief for victims.

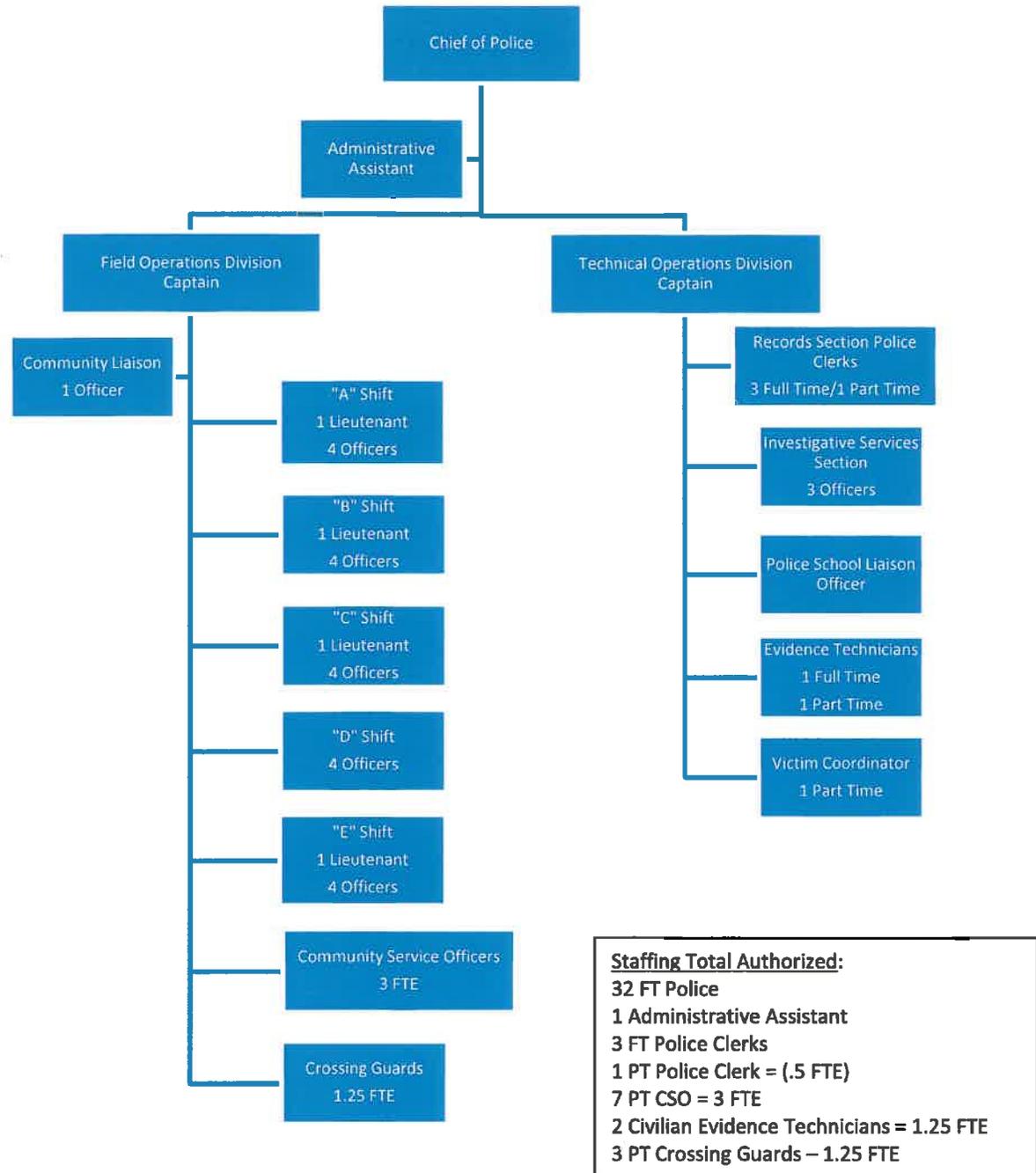
By analyzing crime and service trends, and seeking input from community members, we are able to prioritize the manner in which we deploy our resources. Furthermore, with input from community members we are able to explore nontraditional problem solving methodologies, such as our ongoing collaborative efforts with local hotel operators to curb vice crimes often associated with hotel properties.

Police Department Organizational Structure and Duties

To achieve our goals, the Grand Chute Police Department has an authorized staffing level of 32 fulltime police officers, three fulltime police clerks, one fulltime administrative assistant, and one fulltime property/evidence technician. In addition, the department is authorized various part-time positions. These include one part-time (.25 FTE) evidence technician, one part-time (.5 FTE) police clerk, seven part-time (3 FTE) community service officers and three part-time (1.5 FTE) school crossing guards.

Under the overall direction of the chief of police, the Grand Chute Police Department is divided into two functional divisions; Field Operations and Technical Operations. Each division is commanded by a police captain. The Field Operations Division is responsible for delivering front line police services and represents the highly visible, uniformed presence in the community. The Technical Operations Division is responsible for providing specialized investigative and administrative support to the organization. The structure of the organization is depicted in the organizational chart below.

GCPD Organizational Chart



The duties performed by the members of the Grand Chute Police Department are many and varied. The sworn officers assigned to the Field Operations Division provide highly visible police patrol as a deterrent to criminal behavior. They also respond to and investigate all manner of complaints,

including such things as crimes, disturbances, traffic crashes, suspicious activities, medical emergencies and public assists. They engage in enforcement of state traffic statutes and town ordinances to encourage voluntary compliance and community safety. Of course, they are actively involved in developing community partnerships and identifying and resolving community problems.

Officers periodically participate in various special assignments. These might include:

- Partnering with representatives of the Wisconsin Department of Corrections, Division of Community Corrections, to conduct monthly residential visits of registered sex offenders.
 - In 2015, the department assisted in conducting 25 residential visits of registered sex offenders.
- Alcohol compliance checks designed to ensure licensed premises are not selling alcohol to underage persons.
 - In 2015, the Comprehensive Alcohol Response Team (CART) conducted one round of compliance checks at licensed premises in the Town. In October and November, 79 checks were conducted, with ten establishments serving the underage agent who entered the premises. In addition, the CART conducted a complete round of licensed premises inspections for licensing purposes.
- Special events, such as large community events, crime prevention assignments, public information details, etc.
 - During 2015, the department participated in 23 community events or crime prevention assignments, including another highly successful National Night Out, held on August 04 at Lions Park.

The community service officers represent the other highly visible element of the Field Operations Division. Staffed with non-sworn employees pursuing a criminal justice education, this program focuses on such tasks as animal control, parking enforcement, traffic direction, assisting disabled motorists, and other non-emergency, though highly important, assignments that may not require a police officer.

The Investigative Services Section of the Technical Operations Division provides all major case investigation for crimes involving both adults and juveniles. Crimes that are assigned to the Technical Operations Division are generally those meeting certain criteria; such as a high degree of complexity or need for a coordinated response, a need for a level of specialization or unique skill, or those requiring a time commitment that make follow-up by a field officer impractical. In addition to criminal investigation, the members of this unit also process and manage all evidence collected in support of criminal investigations.

The Records Section of the Technical Operations Division processes and manages all records associated with police department operations. This includes transcribing investigative narratives, filing all police reports, preparing records to be used in prosecution of criminal and municipal offenses, and responding to public records requests. The members of this unit also answer all non-emergency phone lines of the department between 7:30 a.m. and 4:00 p.m., Monday through Friday.

While the offices of the police department are only staffed between 7:30 a.m. and 4:00 p.m., Monday through Friday, the department provides full service, 24-hour police protection to the community.

Police Patrol Allocation

To ensure proper police coverage in a 7-day, 24-hour environment; the department must carefully analyze a variety of workload factors. Two important considerations are total calls for service and distribution of calls across a 24 hour period. The following table illustrates historical data on police service call totals from 2006 to 2015.

Year	Number of Service Calls	10-year Average
2006	22,001	
2007	20,757	
2008	20,563	
2009	20,227	
2010	20,645	
2011	19,255	
2012	19,568	
2013	18,970	
2014	19,157	
2015	20,090	
Total for all Years	201,233	

The next table depicts the distribution of 2015 police calls for service across a 24 hour period. These figures assist in distributing available personnel resources to handle the anticipated service demand.

6:00 a.m. until 2:00 p.m.	2:00 p.m. until 10:00 p.m.	10:00 p.m. until 6:00 a.m.
6,511 CFS (total calls for service occurring during day shift)	9,185 CFS (total calls for service occurring during afternoon shift)	4,394 CFS (total calls for service occurring during night shift)
32.41% (percentage of total calls for service)	45.72% (percentage of total calls for service)	21.87% (percentage of total calls for service)

Based on this service demand distribution, as well as other variables, the following 24 hour staffing plan has been established for the Grand Chute Police Department.

- 6:00 a.m. until 8:00 a.m. – Optimum staffing is two patrol officers.
- 8:00 a.m. until 10:00 a.m. – Optimum staffing is four patrol officers.
- 10:00 a.m. until 4:00 p.m. – Optimum staffing is six patrol officers
- 4:00 p.m. until 4:00 a.m. – Optimum staffing is four patrol officers

- 4:00 a.m. until 6:00 a.m. – Optimum staffing is two patrol officers
- In addition to this staffing model, coverage includes a supervisor from 8:00 a.m. until 4:00 a.m. and a community service officer from 7:00 a.m. until 11:00 p.m.

Crime and Disorder

One of the challenges faced by every police department relates to the occurrence of crime. The FBI tracks national crime trends through the Uniform Crime Reporting system, or UCR. All police agencies are required to report their crime activity to the FBI. Part 1 crimes, also referred to as Index Crimes, are the most serious crimes and, as such, tend to be reported more reliably than others. Because of this, they are used by the FBI to create national standards for comparison purposes. The Part 1 crimes are split into two categories, violent crime and property crime.

The chart below reveals Grand Chute Part 1 crime statistics for 2015 as compared to those for 2014. In 2015 our total number of Part 1 crimes increased by 23.30%. Violent crime increased by 118.75% and property crime increased by 21.31%. These increases follow a year during which we experienced decreases in all categories, but unfortunately reflect a national trend, which saw increases of 1.7% in the number of violent crimes and 4.2% increase in property crimes over the first six months of 2015. While these increases might be considered troubling, it is still worth noting we experience a relatively low violent crime rate when compared with statewide data. The latest per capita crime data for the State of Wisconsin shows a rate of 280 violent crimes per 100,000 population, while in Grand Chute, our per capita violent crime rate is 159.75 per 100,000 population. Furthermore, the vast majority of our property crimes involve retail theft, which can be attributed to the regional draw of our large retail/commercial district.

Part 1 Crimes	2015	2014	% Change
Homicide	0	0	*
Forcible Rape	7	0	700.00%
Robbery	4	2	100.00%
Aggravated Assault	24	14	71.43%
Total Violent Crime	35	16	118.75%
Burglary	32	54	-40.74%
Larceny-Theft	875	695	25.90%
Motor Vehicle Theft	18	15	20.00%
Arson	3	1	-200.00%
Total Property Crime	928	765	21.31%
Total Part 1 Crimes	963	781	23.30%

Community Outreach

While considerable attention is focused on crime and the impact it has on our community, not all of our efforts are directed at criminal investigation. We also participate in many community activities designed to strengthen citizen involvement in crime prevention and enhance our relationship with our community partners. Each serves to enhance the wonderful quality of life we enjoy in the Town of Grand Chute. Some of these examples include:

- Our Trick or Treat bag program, through which we distribute safe treats to children during Halloween.
- Our Great Pumpkin Party for handicapped children who otherwise would be unable to participate in Halloween festivities.
- Our National Night Out picnic, during which we celebrate all of our Neighborhood Watch partnerships.
- Numerous safety day events, where our focus is on keeping children safe.
- Our participation in the 2nd Annual Hmong Community Forum

The photos, below, provide a glimpse of our community outreach efforts.



Organizational Improvement

Over the past two years, the Grand Chute Police Department has enjoyed the distinction of being accredited by the Wisconsin Law Enforcement Accreditation Group. Accredited police agencies must show compliance with approximately 235 professional police standards that represent best practices in the field. As such, accreditation is a coveted award that symbolizes professionalism and excellence. Currently, there are only 28 police agencies in the state to have achieved professional law enforcement accreditation, out of more than 550 law enforcement agencies statewide. During 2016, the department will be preparing for a comprehensive audit by WILEAG. We will be seeking to renew our accredited status, as our initial three-year accreditation period will be coming to a close.

WISCONSIN LAW ENFORCEMENT ACCREDITATION GROUP
Challenging Wisconsin's Law Enforcement Agencies to Pursue Excellence



While we are continuously exploring ways to enhance our organization and improve the manner in which we deliver police services, one of the most exciting ways to build a strong, service oriented police department is by hiring talented, dedicated individuals. In 2015, we were fortunate to make several great additions to our staff. These include officers Megan Hannigan, Logan Poupore, and Danielle Downey; community service officers Alec Fenrich and Ethan Rehberg; and records technician Wendy McFaul.



Conclusion

The Grand Chute Police Department is committed to providing high quality, professional police services to the citizens of Grand Chute, as well as visitors to our community. Hopefully, the information contained in this report demonstrates we are achieving that goal. Should this report generate any questions or concerns, we would be happy to answer them.

The Department of Public Works is made up of three divisions to manage and maintain the public infrastructure of the Town of Grand Chute. The Highway Division oversees the roadways, bridges and public right-of-ways within the Town. The Parks Division provides the maintenance and repairs of the Town's public parks and trail system. The Utility Division is responsible for the maintenance and repairs of the water and sanitary sewer mains, pumping stations, elevated water storage and storm water facilities. The Director of Public Works manages all of the Public Works divisions.

Highways

The Highway Division maintains **124.25 miles of local roads** and adjacent right-of-way, 6 bridges, and 9 signalized intersections. Eight full-time personnel – Public Works Superintendent, Office Coordinator, Shop Foreman, Fleet Mechanic, and four equipment operators staff the Highway Division. Seven part-time and five seasonal employees assist with street repairs, grounds maintenance and winter maintenance operations. The Highway Division's time is focused on the maintenance of the roadways and right-of-ways to preserve the integrity of the Town's transportation and roadway drainage systems.

ROADWAY PROJECTS Grand Chute saw five major road improvement projects during 2015. Casaloma Drive from CTH BB to Waterstone Court was urbanized as part of the Werner Electric development. New Horizon Boulevard was extended as an urban typical section from the existing cul de sac just west of Casaloma Drive to a connection with Prospect Court. This extension was also part of the Werner Electric development. Glenridge Court was urbanized along with a small section of Spencer Street to the east of Glenridge Court. This project was done in conjunction with the construction of the new Fire Station No. 2. Integrity Way was extended as an urban typical section from the Integrity Way cul de sac west of McCarthy Road to the Integrity Way cul de sac south of Mayflower Drive. This project was part of the Costco development. The last major road project for 2015 was the urbanization of Bluemound Drive from CTH BB to Spencer Street. This project included one new storm water pond and one retrofitted pond within the Butte des Morts Country Club. To meet our storm water treatment requirements, four bioretention basins were also installed within the terrace of the street. This urbanization included a 5-foot sidewalk and 8-foot asphalt trail on opposite sides of the street.



Minor street reconstruction projects in 2015 included a joint project with the City of Appleton to repave Lilas Drive from Everett Street to Second Street. Westhill Boulevard was reclaimed from College Avenue to Franklin Street after the water main was replaced.

WINTER MAINTENANCE In 2015, the highway crew addressed 17 snow events greater than 1 inch. 850 tons of salt, 0 gallons of liquid calcium chloride (test basis) and 8,056 gallons of salt brine were used

on the Town's roadways. Starting in the fall of 2015, the Town no longer uses the Geomelt (beet juice) product for deicing. Although it is less corrosive on the equipment, the cost and problems with plugged lines and filters supported our change to calcium chloride. We are purchasing salt brine (\$0.18/gal.) from Outagamie County and calcium chloride from the City of Appleton (\$0.79/gal.). The salt brine is also applied to the roads as an anti-icing application prior to the storms. Due to the abrupt end to winter during the second week in March and a late return to cold weather near the end of December, the salt usage and plowing hours are lower than previous years. **The annual per capita cost of snow removal in the Grand Chute was \$11.04.** The updated Winter Maintenance Policy was approved by the Town Board in the fall of 2015. This policy defines the level of service that the Town will provide with regard to the winter maintenance of the Town's roadways, sidewalks/trails and public parking areas. The winter maintenance of many of the paved bike/pedestrian paths were added due to the year-round use that they were receiving.

CAPITAL EQUIPMENT 2015 saw only one major equipment purchase to aid in services provided through-out the year. A new **front end loader with a two-way plow and wing** was purchased as an added unit to the fleet. The new loader will be used in the winter maintenance operations to clear streets, parking lots and cul de sacs of snow. Public Works has retained the current front end loader (1995 John Deere) to work as a yard vehicle for loading salt into dump trucks and clearing the Town Hall parking areas. Previously, the loader had to return to the Public Works yard each time a plow truck needed to be loaded. This made the use of the loader in the street operations useful only in the immediate Town Hall area. A new **72-inch finish cut lawnmower** was purchased as a replacement unit. The primary use of this mower is for town hall campus mowing activities. The new mower features improved fuel economy with an ergonomically correct operator's station reducing operator fatigue. The **walk behind pavement painter/striper unit** was replaced with a modern unit equipped with laser alignment for a more efficient single person operation.

All outdated/replaced vehicles & equipment in 2015 were sold via a public on-line auction site with a net return exceeding \$22,200.





Grand Chute

Department of Public Works

ROADWAY MAINTENANCE All of the rural roadside ditches were mowed at least twice during the growing season. Approximately 11.5 miles of roadway had their cracks filled to prevent water infiltration and premature deterioration. Two roadways were chip sealed in 2015. Due to the on-going problems and complaints about the tracking of the boiler slag onto the driveways and into garages and homes, the Town has switched back to a pea gravel aggregate and will not use the chip seal process on any subdivisions streets. Both aggregates have the same longevity but the boiler slag has better friction and aids in melting snow due to its color.

1.57 miles of town road was provided with a new driving surface through new or re-construction or an asphaltic overlay.

Parks and Recreation

The Town of Grand Chute has seven active parks, Arrowhead Park (12.9 acres), Carter Woods Park (16.8 acres), Lecker Park (40 acres), Lions Park (2.8 acres), Patriot Park (8.5 acres), Maple Edge Park (0.98 acres) and Prairie Hill Park (26 acres). The town also has four "pocket parks" (small landscaped area with a sitting area) in various locations along our paved bike/pedestrian trails. The Parks Department along with the Highway Department and seasonal employees maintain the parks and trails. Improvements made to the park and recreation facilities in 2015 include:

Arrowhead Park – Lumber for the continuation of the boardwalk curbing was purchased in later 2015 to make the remainder of the Arrowhead boardwalks ADA compliant in 2016.

Lecker Park - The professionally designed cross country ski trails were cleared of new growth and fallen debris and with help from the Highway Department staff and students from FVTC, the northern wetland trail was completed and was open for snowshoeing in late 2015. Stumps left from clearing the southern wetland trail were ground out to provide a smoother skiing and hiking trail. The trails in the uplands were also leveled with wood chips to make it easier for winter grooming and summer hiking.

Lions Park – Replacement of sand digger toys were install in the playground area.

Patriot Park – The entire park pavilion exterior was stained. New energy efficient LED lighting was installed to replace the existing incandescent fixtures. The newly renovated roller hockey rink was restriped. A pickleball court was striped on the tennis court.

Prairie Hill Park – The parking lot and asphalt trail were seal coated and restriped. Hand driers were installed in each bathroom to reduce the paper product use. Outagamie County constructed the continuation of the berm along I41. Volunteers from the Fox Valley Mountain Bikers Club (FVMTB) began the single-track trail grading on the south end of the berm and on the sledding hill. Work will continue in 2016 to extend the trail all the way to Capitol Drive.

Carterwoods Park - The north diamond was converted to a little league field in the spring of 2015 for use by Appleton West Baseball Club. Concrete pads and safety fences were added around the bleachers.

Maple Edge Park – The Town contracted to have the newly created neighborhood park graded for an open play area, playground and landscape berm. The rough grading was completed in the fall of 2015 and the playground equipment was installed. Final grading, seeding and landscaping will be completed in the spring of 2016.

The Grand Chute Children's Summer Park Program was well attended again in 2015. The following is a participant breakdown by park and session:

Activity	Session	Participants
Arrowhead Park Summer Park Program	Wednesday AM Session 9:00-12:00 Ages 4-8	18
Arrowhead Park Summer Park Program	Wednesday PM Session 12:00-4:00 Ages 9-12	23
Carter Woods Summer Park Program	Thursdays PM Session-1:00-4:00 Ages 4-12	16
Lions Park Summer Park Program	Tuesday AM Session-9:00-12:00 Ages 4-8	27
Lions Park Summer Park Program	Tuesday PM Session-1:00-4:00 Ages 9-12	15
Prairie Hill Summer Park Program	Thursdays AM Session-9:00-12:00 Ages 4-12	23

Our summer park program continued in 2015. Field trips went to the NEW Zoo, bowling, a high school drama production, ice skating, a movie and the trampoline park. Sponsors of the 2015 program were A1 Recyclers LLC, Barnes & Noble, Baye Dentistry, Butte des Morts Country Club, John Calnin, Century 21, Chiropractic Advantage, Christensen Wisnet Inc., City Disposal Services Inc., Harley Davidson, Konz Wood Products, Packer City International, Peotters Collision Center, Vanhandel Cheese Hut, Witthuhn Printing, Zentners Auto Service and Travis Thyssen.



Sanitary Districts 1, 2 & Eastside – Water and Sanitary Sewer

The Utility Division was staffed by the Public Works Superintendent, an Office Coordinator, an Account Clerk, four full-time and two part-time field personnel. Grand Chute purchases all of its water from the City of Appleton. Municipal water is supplied to 76% of the properties to the west of Richmond Street (STH 47) and several extensions to the east of Richmond Street. The current municipal border agreement with the City of Appleton does not permit any new extension of Grand Chute sanitary sewer or water service in any area to the east of Richmond Street.

Sanitary District No. 1 The water distribution system in Grand Chute consists of **118.47 miles of water main**, 1389 hydrants, and 3 booster stations. The Town has a 1,000,000-gallon elevated water storage tank which is located on the Town Hall property and a 750,000-gallon elevated water storage tank located on Misty Lane in the southwest corner of the Town. The major Sanitary District No. 1 project focus for 2015 was the installation of the AMI water meter replacements. Grand Chute, the City of Appleton and the Central Brown County Water Authority have individually entered into contracts with Sensus/HD Supply for the meters, software, hardware and implementation of an Advance Metering Infrastructure (AMI) system. The initial focus of commercial/industrial customers and multi-family development meter installations was nearly completed in 2015. A contracted meter installer was hired on a trial basis to install residential meters and check for cross connections. Midwest Testing, LLC installed 543 meters. Total smart meters installed at the end of 2015 was 3,168, ranging in size from 5/8-inch to 6-inches. The AMI system has been reading the inside mounted transceivers about 97% of the time.



A continued focus of Sanitary District No. 1 is the determination of the cause and correction required to reduce the undocumented water loss. Purchased and sold water is being tracked closely, as well as known water losses such as main breaks and fire department use. In a further effort to find the sources of lost water, the Town has done a full leak detection survey of the public system and Ordinance (523-7F(2)) that requires all private water distribution systems to perform a full leak detection survey every 4 years. After the full survey, the Town has implemented a program to check 25% of the public system each year. The results of the public and private leak detection surveys have not uncovered the losses that we had hoped. A program will be started in 2016 to investigate leakage from private services.

Sanitary District No. 1 continued its cross-connection program in 2015 in accordance with WDNR requirements (Chapters NR 810-811 and SPS 381-387). Town staff inspects and documents private water systems within dwellings and businesses for connections with the public water supply that could potentially cause a contamination. These inspections are completed as part of the installation of the new water meters.

Sanitary District No. 2 In 2015 the Grand Chute sanitary sewer system consists of **124.88 miles of sewer main**, 2,301 manholes (including the areas east of Richmond Street), and 11 lift stations. Sanitary District No. 2 will continue with its sewer main cleaning program that is projected to clean approximately



Department of Public Works

25% of the system each year. Approximately 60,000 feet of the system is also televised on an annual basis to review the internal condition of the pipes and locate areas of inflow from inappropriate connections (sump pumps, roof drains, etc.) and infiltration of ground water through defective joints or broken pipes.

Sanitary District 3 – Storm Water

Both Highway and Utility personnel assist in the maintenance of the storm water facilities. The Town's storm sewer system consists of **60.92 miles of storm sewer**, 1,396 manholes, and 1,850 catch basins. 14.01 square miles of Grand Chute was classified in 2015 as an urbanized area and required by the Wisconsin Department of Natural Resources (WDNR) and US Environmental Protection Agency (EPA) to meet specific storm water quality requirements. The State of Wisconsin's Wisconsin Pollution Discharge Elimination System (WPDES) Municipal Separate Storm Sewer System (MS4) General Permit (storm water permit) was reauthorized on May 1, 2014. Grand Chute was granted coverage under this permit and is revising the Storm Water Management Plan based on the requirements of this new permit. The reissuance of the General Permit has updated and increased the requirements of the MS4 communities. The reissued WPDES MS4 General Permit contains mandates in six categories: Public Education and Outreach, Public Involvement and Participation, Illicit Discharge Detection and Elimination, Construction Site Pollution Control, Post-Construction Storm Water Management and Pollution Prevention. Each permittee is responsible for meeting all of the applicable requirements within the watersheds in its MS4 boundary. To meet these requirements, the Town must construct numerous new wet storm water ponds. In addition to constructing ponds, Grand Chute was required to sweep the streets of the urbanized area every two weeks between the spring and fall of 2015. The Town also is a member of NEWSC, a consortium of MS4 communities in northeast Wisconsin that works jointly to meet many of the non-infrastructure requirements of the General Permit. The update of the Storm Water Management Plan will be completed in 2016.

Funding of the storm water requirements of the WDNR and EPA is provided through the collection of storm water fees from all properties within the Town. Storm water rates were not increased in 2015. These rates are based on a Residential Equivalent Unit (REU). A charge of \$99.84 per year per REU is imposed on all the properties within the Town. Residential Single Family properties are charged one REU. Multi-family developments are charged on a per unit basis. Commercial and industrial properties are charged based on the number of REU's (3,283 sf) of impermeable surface area that is measured on each property.



Grand Chute

Department of Public Works

2014 ANNUAL HIGHWAY REPORT

HIGHWAY MAINTENANCE		Man Hours
Surface/Pot Hole/Hot Patch	1,100.00	
Patrol/Office	88.25	
Guardrail & Fence Maintenance	21.00	
Bridge Repair	4.00	
Equipment Work	--	
Shoulder & Landscape	245.00	
Weed Maintenance (Property Owners)	38.75	
Election	45.75	
Inspection	96.00	
Brush Cutting/Tree Trimming	156.50	
Chipping	511.75	
Tire Pick Up	39.00	
Refuse & Recycling	3.50	
Training	30.50	
Work for other Municipalities	83.25	
Highway Miscellaneous	390.00	
Subtotal		2,853.25

TRAFFIC MAINTENANCE		Man Hours
Pavement Marking & Line Stripping	149.25	
Sign Repair & Maintenance	802.25	
Subtotal		951.50

WINTER HIGHWAY MAINTENANCE		Man Hours
Anti-Icing	39.50	
Ground Maintenance	--	
Haul Snow	6.50	
Inspection	3.00	
Mailbox Damage	7.00	
Patrol	26.25	
Plow	1,622.50	
Salt	63.75	
Snow Removal Miscellaneous	37.00	
Winter Maintenance	209.00	
Subtotal		2,014.50



Grand Chute

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SHOP MAINTENANCE	Man Hours
Equipment Clean Up	6.00
Equipment Prep	26.25
Shop Work	2,721.50
Shop Work - Office	981.00
Wash Vehicles	96.00
Subtotal	3,830.75

PARKS & RECREATION	Man Hours
Park Ground Maintenance	2,048.50
Park Building Maintenance	1,639.00
Pocket Parks	11.00
Trail Maintenance	321.50
Plow	22.25
Summer Park Program	821.00
Parks-Miscellaneous Work	219.50
Tree Trimming/Brush Cutting	68.50
Equipment Work	--
Subtotal	5,151.25

MUNICIPAL COMPLEXES	Man Hours
Building Maintenance	561.00
Ground Maintenance	343.00
Winter Maintenance	--
Subtotal	904.00

MOWING	Man Hours
Municipal Complexes	54.50
Outlots	159.50
Roadsides	399.00
Cemetery	37.00
State	43.00
Town Wide	140.00
Subtotal	833.00



Department of Public Works

Storm Water Maintenance	Man Hours
Culvert Maintenance/Repair	127.50
Curb Inlet Maintenance	17.00
Drainage	334.75
Haul Sweepings	41.50
Miscellaneous Stormwater Maintenance	219.00
Street Sweeping	60.25
Subtotal	800.00

TOTAL HOURS 17,338.25

Ditch Enclosure Permits 0
Utility Service Permits..... 189
Road Reconstruction & Paving 1.851 Miles
Road Crack Filling..... 11.5 Miles
Chip Seal Streets..... 1.26 Miles



Department of Public Works

ANNUAL SANITARY DISTRICT NO. 1 REPORT

Water Purchased from the City of Appleton	849.3 million gallons
Average Daily Use	2.33 million gallons
Peak Daily Use	3.35 million gallons
Water permits issued	87
Water Main Breaks	8
Hydrants Flushed	1,387
Valves Exercised	100
Water Meters in Service	
• Residential	6,789
• Commercial	1,400
• Industrial	18
• Public Authority	26
Water Meters Replaced with Smart Meters	
• Residential	2096
• Commercial	628
• Industrial	15
• Public Authority	16

ANNUAL SANITARY DISTRICT NO. 2 REPORT

Average Daily Flow	2.4707 million gallons
Sewer Permits Issued	86
Length of Sewer Pipe Cleaned	134,687 feet
Length of Sewer Pipe Televised (2015 Program)	60,000 feet
Total number of wells with smart meters	142
Well meters left to convert	83

Respectfully Submitted,

Thomas J. Marquardt, P.E., Director of Public Works
Todd W. Prah, Public Works Superintendent