Grand Chute

experience better

2018 ANNUAL FINANCIAL REPORT

Annual Town Meeting

April 16, 2019

6:30 p.m.

2018 ELECTED OFFICIALS
TOWN BOARD & SANITARY DISTRICT COMMISSION

DAVID A. SCHOWALTER, CHAIRPERSON 470-3588

JEFF NOOYEN, SUPERVISOR 738-7724

ERIC DAVIDSON, SUPERVISOR 257-6362

BRUCE D. SHERMAN, SUPERVISOR.....739-9323

TRAVIS J. THYSSEN, SUPERVISOR.....378-0094

MUNICIPAL JUDGE

CHARLES W. KLASEN,.....832-1605

APPOINTED OFFICERS AND DIRECTORS

Angie Cain, Town Clerk 832-5644
Julie Wahlen, Finance Director/Town Treasurer.....832-1632
James V. March, Town Administrator 832-4773
Timothy Bantes, Fire Chief.....832-6050
Katie Schwartz, Public Works Director 832-1581
Bob Buckingham, Community Development Director 832-1599
Greg Peterson, Police Chief.....832-1575
Brent Braun, IT Director 380-2927

COMMISSION MEMBERS

Plan Commission
David A. Schowalter, President
Duane Boeckers
Bruce Sherman
Pam Crosby
Robert Stadel
Julie Hidde
John Weber
Cheryl Ulrich, alternate

Park Commission
Larry Carey, President
Nathan Scott
Jennifer Buelow-Fischer
Joy Hagen
John Jones
Karen Petersen
Michael Schmidt

Community Development Authority
Robert Stadel, President
Jonathan Fischer
Michael Pfefferle
Greg Hartjes
Doug Brauer
Dave Schowalter
Eric Davidson

Board of Appeals
Karen Petersen, Chairperson
Kiersten Gustafson
Aaron Janssen
Daniel Schultz
Cheryl Ulrich

Police & Fire Commission
Dave Tiedt, President
Thomas Dreier, Secretary
Dave Berlick
Charles Bongers
Don Burich

Joint Review Board
Don Hietpas
Brian Massey
Amy Van Straten
Jim March
Pat Thompson

BOARD AND COMMISSION MEETINGS
(Held at Town Hall)

Plan Commission	1st & 3rd Tuesday each month	6:00 p.m.
Sanitary District & Town Board	1st & 3rd Tuesday each month	6:30 p.m.
Park Commission	2nd Monday each month	5:00 p.m.
Board of Appeals	Monthly as needed	
Police & Fire Commission	Quarterly and as needed	

The 2019 Annual Town meeting is April 16, 2019 at 6:30 p.m. in the Town Hall Board Room.

The 2020 Annual Town Meeting is April 21, 2020 at 6:30 p.m. in the Town Hall Board Room.

ELECTIONS

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

Wards 1-3	Grand Chute Town Hall, 1900 Grand Chute Boulevard
Wards 4-14	Appleton Alliance Church, 2693 Grand Chute Boulevard
Wards 15-18	Town Center Park, 1850 W. Grand Chute Boulevard

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, request an absentee ballot, or to acquire other voter information.

MEETING POSTINGS

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

TOWN OF GRAND CHUTE
FUND BALANCE PROJECTION
GENERAL FUND
FISCAL YEAR 2018

BEGINNING FUND BALANCE PER AUDIT, JAN 1, 2018		**5,122,229**
PLUS:	ESTIMATED REVENUES - FY 2018	9,148,274
	ESTIMATED TAX LEVY - FY 2018	10,693,319
	TOTAL REVENUES - FY 2018	19,841,593
LESS:	ESTIMATED EXPENDITURES - FY 2018	18,283,592
OPERATING SURPLUS (DEFICIT) - 2018		1,558,001
ESTIMATED BEGINNING FUND BALANCE, JAN 1, 2019		**6,680,230**

GENERAL FUND REVENUES

	REVENUE TYPES	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
41110	General Operations Tax Levy	10,693,306	10,693,319	10,812,826
Subtotal - Property Tax Levy		**10,693,306**	**10,693,319**	**10,812,826**
Other Taxes				
41900	Rescinded Taxes	150,000	169,159	5,000
41111	Omitted Taxes	-	1,882	-
43430	Hold Harmless-Computer Exemption	103,650	103,660	105,200
41801	Use Value Penalty	-	2,074	-
41150	Woodland/Managed Forest	400	321	-
49221	Hotel/Motel Tax	364,400	412,243	375,000
41320	Lieu of Taxes	9,000	3,236	3,000
41800	Interest on Delinq P.P. Taxes	1,200	1,648	1,500
Subtotal - Taxes		**628,650**	**694,223**	**489,700**
Special Assessments				
42000	Special Assessments Street Lighting	62,675	62,152	63,200
Subtotal - Special Assessments		**62,675**	**62,152**	**63,200**
Intergovernmental Revenues				
43211	Federal Grant-Police	20,000	18,588	20,000
43410	Shared Revenue from State	269,910	270,799	269,415
43415	Personal Property Aid	-	-	153,975
43521	State Aid - Police	4,640	4,960	4,960
43221	Hwy Federal Grants	-	508	-
43533	State Grant	-	68,930	-
43571	State Grant Park and Recreation	10,000	-	-
43690	Clerk - State Aid/Grant	-	221	-
43690	Gen Govt State Grant	-	13,664	-
43710	Hwy and Bridge Aids	-	10,321	-
47321	School Liaison Reimbursement	22,903	22,903	49,895
43531	State Transportation Aids	811,950	811,306	754,057
43537	Mass Transit	456,411	512,288	481,961
Subtotal - Intergovernmental Revenues		**1,595,814**	**1,734,488**	**1,734,263**
Licenses & Permits				
44100	Business or Occupation License	35,000	52,047	35,000
44102	Business License-Franchise Fees	295,000	294,992	295,000
44101	Business License-Liquor	35,000	83,733	35,000
44201	Non-business License	7,425	10,527	8,950
44900	Burning Permits	550	854	750
44301	Occupancy Inspections	1,500	1,800	1,500
44300	Building Permits	315,000	398,016	360,000
44300	Building Permits - Lot Access	5,000	6,240	5,000
44301	Utility/Open Cut Permits	22,500	49,292	25,000
44411	Revocable Occupancy Permit	-	50	-
44400	Zoning Fees	48,000	40,537	50,000
44401	Erosion Control Plan Review Fee	8,000	11,800	11,000
44402	Drainage Inspection Fee	50,000	60,500	58,000
44403	Wetland Delineations	40,000	18,701	40,000
44404	Building Plan Review Fee	50,000	61,325	50,000
44405	Erosion Control Inspection Fee	25,000	31,000	30,000
44406	Drainage Plan Review Fee	2,000	3,500	2,500
44410	Maps and Plans	300	38	300
Subtotal - Licenses & Permits		**940,275**	**1,124,952**	**1,008,000**

GENERAL FUND REVENUES

REVENUE TYPES	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
Fines, Forfeitures & Penalties			
45100 Court Penalties & Costs	425,000	462,730	475,000
45101 Parking Tickets	19,000	19,676	20,000
45221 Judgment & Damages	2,500	4,992	2,500
Subtotal - Fines, Forfeitures & Penalties	**446,500**	**487,398**	**497,500**
Public Charges for Services			
46100 General Government	21,500	25,721	20,500
46211 Police Department Fees/Fingerprinting	4,500	4,990	6,000
46212 Contract Police Services	15,000	9,884	12,000
46214 False Alarms	30,000	43,816	35,000
46221 Fire Protection Systems Fee	2,500	1,925	2,000
46223 Tent Inspection Permit	1,000	825	1,000
46224 Firework Permit	350	250	300
46225 Fire Department Fees	19,545	24,843	19,000
46310 Highway Material/Maintenance - Nonta›	25,000	4,275	3,325
46311 Highway Material/Maintenance - Tax	-	(121)	-
46312 Sidwalk Snow Removal	500	225	500
46421 Sp Charge-Refuse Collection	466,260	650,571	478,000
46422 Sp Charge-Recycle Collection	5,000	9,426	6,300
46440 Weed Control	1,000	6,454	1,000
46540 Cemetery	176	150	150
46720 Parks Rental	15,000	21,513	20,000
46721 Recreation Fees	7,000	5,189	4,000
44901 Property Record Mgmt Fee	32,000	31,237	34,000
Subtotal - Public Charges for Services	**646,331**	**841,173**	**643,075**
Miscellaneous Revenue			
46215 Sale of Siezed Vehicles	1,500	-	-
45223 Police Seizures and Forefeitures	1,000	-	1,000
46213 Police Abandon Vehicle	6,500	11,993	13,745
48110 Interest Earnings	100,000	241,126	140,000
46100 General Admin Fees	4,500	13,230	5,000
46211 Fire Copies - Non Taxable	-	45	-
48200 Rent - Town Hall	1,300	152	-
48201 Rent - San Districts	134,280	134,280	134,280
48202 Land Lease Revenue	-	-	-
48301 Sale of Police Equipment	34,000	32,401	30,000
48300 Sale of Park Equipment	-	3,324	-
48302 Sale of Fire Equipment	2,000	300	2,000
48303 Sale of Highway Equipment	43,500	34,037	9,825
48400 Insurance Recoveries	30,000	5,555	25,000
48500 Department Donations	17,200	2,765	5,000
48900 Department Reimbursements	150	3,203	150
48800 Police Unclaimed Property	500	1,268	500
48900 Misc Revenues	3,000	2,624	3,000
48900 Fire Misc Revenue	-	450	-
48901 Credit Card Rebate	36,000	39,312	42,000
48900 Summer Ticket Program	5,000	-	-
48902 Insurance Dividends	10,500	14,242	13,000
48910 Interest Income TIF #1	15,000	16,625	12,000
48911 Interest Income TIF #2	25,000	31,525	22,000
Subtotal - Miscellaneous Revenue	**469,430**	**588,456**	**458,500**

GENERAL FUND REVENUES

	REVENUE TYPES	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
Other Financing Sources				
47400	Allocated Hwy Labor & Maint	222,500	165,432	216,500
492001	Transfer from Other Funds	-	3,450,000	-
	Fund Balance Applied to Budget	80,000	-	270,060
Subtotal - Other Financing Sources		**302,500**	**3,615,432**	**486,560**
Total Revenues w/o Property Tax		**5,092,175**	**9,148,274**	**5,380,798**
TOTAL REVENUES		**15,785,481**	**19,841,593**	**16,193,624**

GENERAL FUND EXPENDITURES

	DEPARTMENT	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
General Government				
51100	Town Board	94,443	92,507	94,242
51200	Municipal Court	190,148	148,823	183,120
51300	Legal	45,000	74,034	50,000
51400	General Administration	1,311,959	1,261,367	251,105
51420	Town Clerk	176,826	167,496	158,425
51440	Elections	157,480	151,106	52,340
51460	Information Technology	-	-	993,235
51501	Treasurer	294,418	290,182	308,741
51600	Municipal Complex	301,295	304,665	347,345
51910	Erroneous Taxes, Tax Refunds	180,000	491,521	13,000
51938	Property & Liability Insurance	240,571	268,574	273,760
Subtotal - General Government		**2,992,140**	**3,250,275**	**2,725,313**
Public Safety				
52100	Police - Patrol	3,411,241	3,296,164	3,506,165
52110	Police - Administration	629,109	594,138	602,709
52120	Police - Investigations	845,718	747,452	878,381
54100	Animal Control	4,800	4,464	4,200
52200	Fire Department	3,304,617	3,102,025	3,251,964
Subtotal - Public Safety		**8,195,485**	**7,744,243**	**8,243,419**
Public Works				
53311	Highway	1,001,224	905,252	1,063,020
53312	Winter Maintenance	221,100	256,305	244,404
53313	Hwy Shop	297,500	296,256	332,200
53420	Street Lights	325,000	296,141	343,500
53520	Bus Service	652,176	652,176	675,326
53620	Refuse & Landfill	476,900	468,288	520,775
53635	Recycling Charges	56,200	54,483	71,325
53640	Weed & Nuisance Control	3,160	1,406	3,465
54910	Cemetery	2,120	761	2,780
Subtotal - Public Works		**3,035,380**	**2,931,288**	**3,256,795**

GENERAL FUND EXPENDITURES

	DEPARTMENT	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
Parks & Recreation				
55200	Parks Maintenance	535,359	453,169	600,235
55300	Recreation	25,930	20,167	29,780
55400	Trails Maintenance	110,910	43,218	181,045
56910	Forestry	69,050	56,699	76,840
Subtotal - Parks & Recreation		**741,249**	**573,253**	**887,900**
Community Development				
51502	Assessment of Property	144,396	139,588	144,713
52400	Building Inspection/Code Enforcement	343,357	390,874	403,771
56900	Planning & Zoning	280,074	254,071	306,713
Subtotal - Community Development		**767,827**	**784,533**	**855,197**
Other Financing Uses				
59900	Contingency	101,400	-	225,000
Total - General Fund Operating		**15,833,481**	**15,283,592**	**16,193,624**
Transfer to Other Funds				
59200	GF Contribution to Tax Increment Districts	-	3,000,000	-
TOTAL - GEN'L FUND OPERATING, CAPITAL & DEBT		**15,833,481**	**18,283,592**	**16,193,624**

CAPITAL PROJECTS FUND	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
BEGINNING FUND BALANCE	**(2,375,245)**	**(2,375,245)**	**(2,196,877)**
REVENUES			
Borrowing-Long Term	7,000,000	5,210,000	15,000,000
Developer Contributions	-	112,287	-
Other Agencies - Contributed	-	-	-
TOTAL REVENUES	**7,000,000**	**5,322,287**	**15,000,000**
TOTAL RESOURCES	**4,624,755**	**2,947,042**	**12,803,123**
EXPENDITURES			
Recreation-Park/Trails	533,200	617,865	205,800
Street Construction	4,382,200	4,313,482	16,936,100
Public Facilities	215,800	143,218	360,000
Signage & Communication Equipment Police	-	-	-
Issuance Fee	100,000	69,354	125,000
TOTAL EXPENDITURES	**5,231,200**	**5,143,919**	**17,626,900**
ENDING FUND BALANCE	**(606,445)**	**(2,196,877)**	**(4,823,777)**

DEBT SERVICE FUND	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
BEGINNING FUND BALANCE	**498,665**	**498,665**	**159,955**
REVENUES			
Mil Tax	1,000,000	1,000,000	1,750,000
From Special Assessments	1,727,300	1,727,300	1,754,230
From Refunding Bonds	-	234,480	-
TOTAL REVENUES	**2,727,300**	**2,961,780**	**3,504,230**
EXPENDITURES			
Debt Prinicpal-'08	585,000	585,000	-
Debt Prinicpal-'09	385,000	385,000	390,000
Debt Prinicpal-'10	600,000	600,000	600,000
Debt Prinicpal-'12	735,000	735,000	735,000
Debt Prinicpal-'16	675,000	675,000	685,000
Debt Prinicpal-'18	-	-	575,000
Debt Interest-'08	23,400	23,400	-
Debt Interest-'09	26,163	26,163	13,650
Debt Interest-'10	49,651	49,650	34,650
Debt Interest-'12	49,581	49,581	40,394
Debt Interest-'16	167,897	167,896	154,396
Debt Interest-'18	-	-	258,611
Contractual Services	4,000	3,800	4,000
TOTAL EXPENDITURES	**3,300,692**	**3,300,490**	**3,490,701**
ENDING FUND BALANCE	**(74,727)**	**159,955**	**173,484**

Outstanding General Obligation Debt as of December 31, 2018 $ 15,660,000

SPECIAL ASSESSMENTS	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
BEGINNING FUND BALANCE	**4,679,742**	**4,679,742**	**4,131,603**
REVENUES			
Special Assessments	1,000,000	1,100,493	1,100,000
Interest on Special Assessments	87,000	78,668	75,000
TOTAL REVENUES	**1,087,000**	**1,179,161**	**1,175,000**
TOTAL RESOURCES	**5,766,742**	**5,858,903**	**5,306,603**
EXPENDITURES			
Transfer to Debt Service	1,727,300	1,727,300	1,754,230
TOTAL EXPENDITURES	**1,727,300**	**1,727,300**	**1,754,230**
ENDING FUND BALANCE	**4,039,442**	**4,131,603**	**3,552,373**

ROOM TAX	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
BEGINNING FUND BALANCE	**75,486**	**75,486**	**-**
REVENUES			
Public Accommodation - Town Gen	47,500	44,397	-
Public Accommodation - Town Dev	316,900	292,360	375,000
Public Accommodation - Econ Dev	2,170,600	398,793	-
TOTAL REVENUES	**2,535,000**	**735,550**	**375,000**
TOTAL RESOURCES	**2,610,486**	**811,036**	**375,000**
EXPENDITURES			
Economic Dev-Convention Bureau	2,170,600	398,793	-
TOTAL EXPENDITURES	**2,170,600**	**398,793**	**-**
Transfer to General Fund	364,400	412,243	375,000
ENDING FUND BALANCE	**75,486**	**-**	**-**

FIRE STATION DEVELOPMENT	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
BEGINNING FUND BALANCE	**165,741**	**165,741**	**277,194**
REVENUES			
Impact Fee	75,000	107,127	90,000
Interest	325	4,326	1,500
TOTAL REVENUES	**75,325**	**111,453**	**91,500**
TOTAL RESOURCES	**241,066**	**277,194**	**368,694**
EXPENDITURES			
Transfer to Debt Service	-	-	-
TOTAL EXPENDITURES	**-**	**-**	**-**
ENDING FUND BALANCE	**241,066**	**277,194**	**368,694**

PARK DEVELOPMENT	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
BEGINNING FUND BALANCE	**108,795**	**108,795**	**164,895**
REVENUES			
Park Development Fees	55,000	51,200	60,000
Interest	150	6,347	1,000
Transfer from Other Funds	-	-	-
TOTAL REVENUES	**55,150**	**57,547**	**61,000**
Park Fund Expense	100,000	1,447	-
Transfer to Debt Service Fund	-	-	-
ENDING FUND BALANCE	**63,945**	**164,895**	**225,895**

FIRE PREVENTION	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
BEGINNING FUND BALANCE	**3,737**	**3,737**	**2,852**
REVENUES			
Fire Safety Day Revenue	-	3,719	-
Donations	-	-	-
TOTAL REVENUES	**-**	**3,719**	**-**
EXPENDITURES	-	4,604	-
ENDING FUND BALANCE	**3,737**	**2,852**	**2,852**

POLICE K-9	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
BEGINNING FUND BALANCE	**3,053**	**3,053**	**2,507**
REVENUES			
Donations	250	1,116	1,100
TOTAL REVENUES	**250**	**1,116**	**1,100**
EXPENDITURES	200	1,662	1,050
ENDING FUND BALANCE	**3,103**	**2,507**	**2,557**

OFFICER SAFETY	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
BEGINNING FUND BALANCE	**16,718**	**16,718**	**13,840**
REVENUES			
Donations	-	-	-
TOTAL REVENUES	**-**	**-**	**-**
EXPENDITURES	3,000	2,878	-
ENDING FUND BALANCE	**13,718**	**13,840**	**13,840**

2% FIRE DUES	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
BEGINNING FUND BALANCE	**-**	**-**	**19,440**
REVENUES			
Fire Insurance Dues	100,220	103,965	103,504
TOTAL REVENUES	**100,220**	**103,965**	**103,504**
EXPENDITURES	91,450	84,525	104,480
ENDING FUND BALANCE	**8,770**	**19,440**	**18,464**

TAX INCREMENT DISTRICT NO. 1	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
BEGINNING FUND BALANCE	**58,157**	**58,157**	**(127,625)**
REVENUES			
General Fund/Mill Tax	175,000	467,747	330,000
Interest	500	2,349	3,000
Personal Property Aid	-	-	6,150
TOTAL REVENUES	**175,500**	**470,096**	**339,150**
TOTAL RESOURCES	**233,657**	**528,253**	**211,525**
EXPENDITURES			
Administrative Expenses	8,360	6,967	11,010
Contractual Services	1,000	-	-
Prof Service - Land Sales	-	325	-
Debt Expense	181,961	181,961	184,061
Interest to General Fund	15,000	16,625	12,000
TOTAL EXPENDITURES	**206,321**	**205,878**	**207,071**
Transfer to General Fund	-	450,000	-
ENDING FUND BALANCE	**27,336**	**(127,625)**	**4,454**

TAX INCREMENT DISTRICT NO. 2	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
BEGINNING FUND BALANCE	**(191,922)**	**(191,922)**	**(70,754)**
REVENUES			
General Fund/Mill Tax	150,000	323,301	450,000
Proceeds from LT Debt	2,200,000	3,070,000	-
Premium on Debt Issuance	-	73,666	-
Personal Property Aid	-	-	4,250
Interest	-	(86)	-
Sale of Land	500,000	-	2,200,000
Transfer from General Fund	-	3,000,000	-
TOTAL REVENUES	**2,850,000**	**6,466,882**	**2,654,250**
TOTAL RESOURCES	**2,658,078**	**6,274,960**	**2,583,496**
EXPENDITURES			
Administrative Expenses	144,350	28,739	144,990
Contractual Services	10,000	71,163	20,000
Site Development	-	40,830	75,000
Land Acquisition	-	3,124,416	-
Street Outlay	1,043,500	9	1,825,000
Water Outlay	96,525	-	190,000
Sewer Outlay	96,525	-	190,000
Storm Outlay	764,400	1,645	-
Prof Service - Land Sales	-	945	176,000
Debt Expense	20,000	46,442	428,025
Interest to General Fund	25,000	31,525	22,000
TOTAL EXPENDITURES	**2,200,300**	**3,345,714**	**3,071,015**
Transfer to General Fund	-	3,000,000	-
ENDING FUND BALANCE	**457,778**	**(70,754)**	**(487,519)**

TAX INCREMENT DISTRICT NO. 3	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
BEGINNING FUND BALANCE	**(19,888)**	**(19,888)**	**(1,441,512)**
REVENUES			
Borrowing-Long Term	1,500,000	-	1,500,000
WEDC Idle Sites Grant	-	500,000	-
Interest	-	(12,481)	-
TOTAL REVENUES	**1,500,000**	**487,519**	**1,500,000**
TOTAL RESOURCES	**1,480,112**	**467,631**	**58,488**
EXPENDITURES			
Administrative Expenses	49,250	16,401	13,860
Site Development	-	33,898	-
Land Acquisition	120,000	-	120,000
Street Outlay	1,000,000	861,821	-
Building Demolition Exp	-	490,000	-
Traffic Signals	-	420,952	-
Debt Expense	20,000	-	20,000
TOTAL EXPENDITURES	**1,189,250**	**1,909,143**	**153,860**
Transfer to General Fund	-	-	-
ENDING FUND BALANCE	**290,862**	**(1,441,512)**	**(95,372)**

SANITARY DISTRICT #1	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
EXPENSES			
PERSONNEL	551,460	539,155	598,360
OPERATIONS & MAINTENANCE	5,522,116	5,553,950	5,696,777
Subtotal-Operating Expense	6,073,576	6,093,105	6,295,137
DEBT SERVICE	360,000	285,000	310,000
CAPITAL IMPROVEMENTS	1,193,298	1,807,835	1,371,405
Subtotal-Capital Expenses	1,553,298	2,092,835	1,681,405
TOTAL EXPENSE	**7,626,874**	**8,185,940**	**7,976,542**
REVENUES			
Operating Revenues	6,550,336	5,927,352	6,593,891
Capital Revenues	104,625	274,285	85,625
TOTAL REVENUES	**6,654,961**	**6,201,638**	**6,679,516**
Net Operating Income	**476,760**	**(165,753)**	**298,754**

SANITARY DISTRICT #2	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
EXPENSES			
PERSONNEL	385,290	453,503	422,170
OPERATIONS & MAINTENANCE	2,578,312	2,636,552	2,684,320
Subtotal-Operating Expense	2,963,602	3,090,055	3,106,490
DEBT SERVICE	-	-	50,000
CAPITAL IMPROVEMENTS	340,948	431,520	440,405
Subtotal-Capital Expenses	340,948	431,520	490,405
TOTAL EXPENSE	**3,304,550**	**3,521,576**	**3,596,895**
REVENUES			
Operating Revenues	3,329,200	3,553,013	3,358,900
Capital Revenues	103,275	60,405	84,625
TOTAL REVENUES	**3,432,475**	**3,613,418**	**3,443,525**
Net Operating Income	**365,598**	**462,957**	**252,410**

SANITARY DISTRICT #3	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
EXPENSES			
PERSONNEL	299,450	280,879	326,500
OPERATIONS & MAINTENANCE	1,007,652	969,436	1,038,993
Subtotal-Operating Expense	1,307,102	1,250,315	1,365,493
DEBT SERVICE	600,000	600,000	600,000
CAPITAL IMPROVEMENTS	2,184,348	2,535,894	3,964,155
Subtotal-Capital Expenses	2,784,348	3,135,894	4,564,155
TOTAL EXPENSE	**4,091,450**	**4,386,209**	**5,929,648**
REVENUES			
Operating Revenues	3,063,850	3,365,741	3,114,475
Capital Revenues	151,750	47,897	196,860
TOTAL REVENUES	**3,215,600**	**3,413,638**	**3,311,335**
Net Operating Income	**1,756,748**	**2,115,426**	**1,748,982**

EAST SIDE UTILITY	2018 BUDGET	2018 ESTIMATED YEAR END	2019 BUDGET
EXPENSES			
PERSONNEL	10,050	10,707	9,700
OPERATIONS & MAINTENANCE	31,730	21,496	29,870
Subtotal-Operating Expense	41,780	32,203	39,570
TOTAL EXPENSE	**41,780**	**32,203**	**39,570**
REVENUES			
Operating Revenues	44,096	46,009	44,046
TOTAL REVENUES	**44,096**	**46,009**	**44,046**
Net Operating Income	**2,316**	**13,806**	**4,476**

GRAND CHUTE COMMUNITY DEVELOPMENT DEPARTMENT
2018 ANNUAL REPORT

The Community Development Department provides services in the areas of planning and zoning, building inspections, GIS mapping, and property assessment. Department goals are achieved through collaboration with property and business owners, developers, builders, engineers and architects; outreach through education and enforcement of codes and regulations; efficient use of outsourced services; coordination and resource sharing with other departments; and, a commitment to talent development and staff cross-training.

Grand Chute experienced a second consecutive record-breaking construction season in 2018. Total construction for the year was valued at $138.2 million, a 40% increase over the previous recording-setting amount of $98.6 million in 2017. New housing starts totaled 112 units, which is the first time since 2005 that we surpassed 100 homes in a single year. There were 12 duplex units and 20 multifamily apartment units built last year. Commercial construction was valued at $93 million, with 20 new buildings and 104 additions/remodels. Notable commercial projects included Community First Champion Center Fox Cities on McCarthy Road, Holiday Inn on Casaloma Drive, WG&R Furniture on Wisconsin Avenue, Home2 Suites on Grande Market Drive, and Fairfield Inn & Suites on Nicolet Road.

Permit revenue for the year was $744,028, a 9% increase from 2017.

To support and process this high volume of permit activity, planners and inspectors were busy throughout the year assisting property owners, builders, and developers with thorough, expedited zoning and building approvals. Staff reviewed more than 170 development projects in 2018.

2018 PERFORMANCE MEASURES

The Community Development Department provides a broad 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 2018 as compared to 2017.

PLANNING/ZONING/ECONOMIC DEVELOPMENT PERFORMANCE MEASURES

	2018	2017
Public Involvement/Hearings and Meetings	72	64
Rezoning Applications	6	4
Site Plans	52	54
Variance Applications	5	1
Special Exceptions	26	26
Business Retention/Outreach Visits	10	10
Plats/Certified Survey Maps	23	20
Wetland Delineations	9	17
Erosion/Stormwater Plan Reviews	208	191
Street/Utility Plan Reviews	10	10
Code and Policy Updates	3	3

Notes:

1. In 2018, the Town adopted development code amendments pertaining to the Official Map.

BUILDING INSPECTION PERFORMANCE MEASURES

	2018	2017
Development Project Reviews	156	172
Building Plan Reviews	71	63
Ave. # Days for Plan Reviews	6	4
Building Permits	1,834	1,619
New Comm/Ind Buildings	20	38
New Single Family Homes	112	82
New Multi-Family Units	20	190
Drainage Facilities Inspections	159	154
Erosion Control Permits	178	186
Erosion Control Observation Inspections	2,159	1,428
Special Event/Temp Sign Permits	16	14
Illegal R-O-W Signs removed	73	129
Citizen-Initiated Complaints	136	107
Staff-Initiated Complaints	43	70

Notes:

1. The Community Development Department coordinates twice monthly Site Plan Review meetings to consult with property owners, builders, and developers who submit projects for Town approval. Representatives from the Planning, Inspections, Public Works, Police, and Fire Departments participate in these meetings.

2. Grand Chute is 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 2018 Year-End Building Report is attached.

PROPERTY ASSESSMENT PERFORMANCE MEASURES

	2018	2017
Aggregate Full Market Value Town-wide	$2,657,993,100	$2,600,378,400
Total Number of Parcels Town-wide	8,076	7,985
Parcels with Buildings/Site Improvements	6,832	6,757
Total Personal Property Accounts	1,160	1,483

Notes:

1. The 2019 Open Book period is planned for April 30 – May 14.
2. The 2019 Board of Review session is planned to begin June 12.
3. The 2018 Statement of Assessments is attached.

OTHER DEPARTMENTAL OUTCOMES & ACCOMPLISHMENTS

GIS and Mapping

The Community Development Department creates and maintains all Town mapping, including the Parcel Map, Zoning Map, Official Street Map, sewer and water maps, stormwater facilities, record drawings, plats and surveys, aerial photos, wetlands mapping, and topographic maps. In 2018, the Department continued progress with conversion to the ESRI mapping system.

Official Street Map amendments in 2018 added **N. Galaxy Drive** as a new street; added street extensions on **N. Westhill Boulevard** and **W. Harmony Lane**; and, added street reservations for **W. Evergreen Drive, W. Champion Drive, N. Hunters Lane,** and **N. Silverspring Drive.** Municipal boundaries were modified due to the **Leeman, Apple Ridge, E. Edgewood and North Edgewood** annexations to the City of Appleton.

Strategic Planning and Implementation

Grand Chute follows best practices 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**

Economic Development

Grand Chute works with business and development partners to spur job creation and tax base growth. Four active Tax Increment Districts provide choice sites for commercial/light industrial development. In 2018, the Town established **Tax Increment District No. 4** to promote mixed-use development in the W. Greenville Drive business corridor. The anchor project in TID No. 4 is the Community First Champion Center Fox Cities. The Town Board and the Community Development Authority partnered with the Fox Cities Convention & Visitors Bureau and other community partners to finance and construct this premier indoor sports facility. The 164,000 square foot building will feature a hardcourt fieldhouse and two ice sport arenas. Slated for opening in the Fall of 2019, the Champion Center will solidify the Fox Cities as a national competitor in the youth and amateur sports marketplace.

The Town maintains strong relationships with the local businesses community. Each year, staff from the Community Development Department makes business retention visits to learn more about companies located in Grand Chute and to provide them with a point of contact at Town Hall.

In 2018, Community Development staff continued its participation on the **Fox Cities Economic Development Professionals.** This group of government, education, and community organization representatives 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 in a number of intergovernmental boards, including **Fox Cities Transit Commission** (City of Appleton), **Greenway Implementation Committee** (Outagamie County), and the **Regional Pedestrian & Bicycle Steering Committee** (ECWRPC).

TOWN OF GRAND CHUTE - DEPARTMENT OF COMMUNITY DEVELOPMENT

PERMIT ACTIVITY REPORT

REPORT PERIOD - DECEMBER 2018

	2018				2017			
	DECEMBER		YTD		DECEMBER		YTD	
Permits Issued	Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total
Building Permits	21	22%	624	34%	24	27%	585	36%
Electric Permits	19	20%	385	21%	17	19%	329	20%
Plumbing Permits	22	23%	450	25%	26	29%	403	25%
HVAC Permits	35	36%	375	20%	22	25%	300	19%
Other Permits	0	0%	0	0%	0	0%	0	0%
Total Permits Issued	97		1834		89		1617	

	2018				2017			
	DECEMBER		YTD		DECEMBER		YTD	
Projects	Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total
New Single Family Dwellings	7	33%	112	18%	2	8%	82	14%
New Duplexes	0	0%	6	1%	1	4%	4	1%
New Multi-Family Dwellings	0	0%	2	0%	0	0%	13	2%
New Residential Access Bldgs	0	0%	94	15%	3	13%	90	15%
New Commercial/Ind Bldgs	0	0%	20	3%	1	4%	38	6%
Residential Additions & Alter	5	24%	133	21%	5	21%	136	23%
Comm/Ind Additions & Alter	6	29%	104	17%	7	29%	105	18%
Signs	2	10%	71	11%	3	13%	64	11%
Other Projects	1	5%	82	13%	2	8%	53	9%
Total Projects	21		624		24		585	

	2018				2017			
	DECEMBER		YTD		DECEMBER		YTD	
Projects By Zone	Number	% of Total	Number	% of Total	Number	% of Total	Number	% of Total
Single Family (RSF)	11	52%	344	55%	6	25%	310	53%
Two Family (RTF)	0	0%	15	2%	1	4%	10	2%
Multi-Family (RMF)	1	5%	31	5%	2	8%	27	5%
Local Commercial (CL)	0	0%	73	12%	6	25%	69	12%
Regional Commercial (CR)	5	24%	66	11%	1	4%	70	12%
Planned Commercial (CP)	1	5%	30	5%	3	13%	30	5%
Industrial (IND)	1	5%	40	6%	3	13%	49	8%
Exclusive Agriculture	0	0%	0	0%	0	0%	0	0%
General Agriculture	2	10%	25	4%	2	8%	20	3%
Total Proj. by Zoning Dist.	21		624		24		585	

	2018		2017	
New Dwelling Units	DECEMBER	YTD	DECEMBER	YTD
Construction Costs (Ave.)	$ 267,000	$ 242,842	$ 200,000	$ 215,668
Calculated Permit Fees (Ave.)	$ 677	$ 649	$ 591	$ 631
Finished Floor Area (Ave. sq. ft.)	2,370	2,140	1,716	2,133
Garage Area (Ave. sq. ft.)	921	894	525	785
Lot Area (Ave. sq. ft.)	23,145	19,626	14,316	15,720
With Municipal Sewer (%)	100%	100%	100%	99%
With Municipal Water (%)	100%	100%	100%	99%
On Mapped Floodplain Lots (%)	0%	0%	0%	0%

	Year							
New Dwelling Units	2018 YTD	2017	2016	2015	2014	2013	2012	2011
In Single Family Homes	112	82	66	73	64	71	53	33
In Duplexes	12	8	2	2	2	0	0	0
In Multi-Family Apartment Units	20	190	40	59	8	32	160	172

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TOWN OF GRAND CHUTE - DEPARTMENT OF COMMUNITY DEVELOPMENT

PERMIT ACTIVITY REPORT

REPORT PERIOD - DECEMBER 2018

	2018				2017			
	DECEMBER		YTD		DECEMBER		YTD	
Costs By Project	Cost	% of Total	Cost	% of Total	Cost	% of Total	Cost	% of Total
New Single Family Dwellings	$ 2,263,545	39%	$ 32,133,362	23%	$ 462,521	10%	$ 21,431,047	22%
New Duplexes	$ -	0%	$ 1,851,893	1%	$ 282,600	6%	$ 1,179,323	1%
New Multi-Family Dwellings	$ 100,000	2%	$ 3,189,870	2%	$ -	0%	$ 16,791,654	17%
New Residential Access Bldgs	$ 1,250	0%	$ 916,936	1%	$ 46,130	1%	$ 680,270	1%
New Commercial/Ind Bldgs	$ 137,700	2%	$ 71,025,802	51%	$ 1,400,000	30%	$ 38,528,519	39%
Residential Additions & Alter	$ 263,306	5%	$ 3,453,626	2%	$ 128,314	3%	$ 3,035,698	3%
Comm/Ind Additions & Alter	$ 3,012,000	52%	$ 22,023,326	16%	$ 1,427,291	31%	$ 14,196,439	14%
Signs	$ 3,800	0%	$ 2,376,541	2%	$ 19,510	0%	$ 1,003,070	1%
Other Projects	$ -	0%	$ 1,235,901	1%	$ 868,327	19%	$ 1,729,563	2%
Total Costs by Project Type	$ 5,781,601		$ 138,207,277		$ 4,634,693		$ 98,575,584	

	2018				2017			
	DECEMBER		YTD		DECEMBER		YTD	
Costs By Work Type	Cost	% of Total	Cost	% of Total	Cost	% of Total	Cost	% of Total
Building Construction	$ 4,286,302	74%	$ 102,982,738	75%	$ 2,787,771	60%	$ 74,867,119	76%
Electrical	$ 451,569	8%	$ 15,184,992	11%	$ 1,112,021	24%	$ 9,621,961	10%
Plumbing	$ 350,574	6%	$ 10,896,246	8%	$ 507,980	11%	$ 7,276,356	7%
HVAC	$ 693,156	12%	$ 9,143,300	7%	$ 226,921	5%	$ 6,810,148	7%
Other	$ -	0%	$ -	0%	$ -	0%	$ -	0%
Total Costs by Work Type	$ 5,781,601		$ 138,207,277		$ 4,634,693		$ 98,575,584	

	2018				2017			
	DECEMBER		YTD		DECEMBER		YTD	
Costs By Zoning District	Cost	% of Total	Cost	% of Total	Cost	% of Total	Cost	% of Total
Single Family (RSF)	$ 2,324,956	40%	$ 43,664,667	32%	$ 326,781	7%	$ 23,363,419	24%
Two Family (RTF)	$ 12,776	0%	$ 782,320	1%	$ 27,750	1%	$ 969,968	1%
Multi-Family (RMF)	$ 186,075	3%	$ 7,675,647	5%	$ 506,400	11%	$ 18,953,394	19%
Local Commercial (CL)	$ 262,650	5%	$ 21,374,076	15%	$ 930,624	20%	$ 16,684,029	17%
Regional Commercial (CR)	$ 2,707,150	47%	$ 20,200,791	15%	$ 199,900	4%	$ 11,823,108	12%
Planned Commercial (CP)	$ 34,000	1%	$ 10,218,534	7%	$ 178,306	4%	$ 4,593,549	5%
Industrial (IND)	$ 100,000	2%	$ 8,395,026	6%	$ 2,459,082	53%	$ 16,146,873	16%
Exclusive Agriculture	$ -	0%	$ -	0%	$ -	0%	$ -	0%
General Agriculture	$ 153,994	3%	$ 25,996,215	19%	$ 5,850	0%	$ 5,841,243	6%
Total Costs by Zoning Dist.	$ 5,781,601		$ 138,207,277		$ 4,634,693		$ 98,575,584	

	YEAR							
Total Costs By Year	2018 YTD	2017	2016	2015	2014	2013	2012	2011
	$ 138,207,277	$ 98,638,083	$ 78,371,494	$ 84,705,003	$ 62,532,610	$ 65,715,620	$ 61,301,129	$ 57,687,506

TOWN OF GRAND CHUTE - DEPARTMENT OF COMMUNITY DEVELOPMENT

PERMIT ACTIVITY REPORT

REPORT PERIOD - DECEMBER 2018

	2018				2017			
	DECEMBER		YTD		DECEMBER		YTD	
Fees By Fee Type	Fees	% of Total	Fees	% of Total	Fees	% of Total	Fees	% of Total
Building Permits	$8,425.00	26%	$227,457.00	31%	$7,188.00	30%	$214,547.00	31%
Electric Permits	$2,292.00	7%	$54,903.00	7%	$3,090.00	13%	$43,693.00	6%
Plumbing Permits	$3,371.00	11%	$64,130.00	9%	$3,156.00	13%	$51,458.00	8%
HVAC Permits	$4,341.00	14%	$44,836.50	6%	$2,113.00	9%	$36,330.60	5%
Building Plan Review	$1,650.00	5%	$44,200.00	6%	$2,350.00	10%	$40,625.00	6%
SAC Fees	$0.00	0%	$0.00	0%	$0.00	0%	$0.00	0%
1% SAC Fees	$0.00	0%	$0.00	0%	$0.00	0%	$0.00	0%
Wis. Uniform Building Seal	$245.00	1%	$4,190.00	1%	$165.00	1%	$3,130.00	0%
Park Fee	$2,800.00	9%	$52,400.00	7%	$1,400.00	6%	$72,400.00	11%
Driveway/Access Permits	$360.00	1%	$8,330.00	1%	$0.00	0%	$4,860.00	1%
Drainage Plan Review	$400.00	1%	$2,100.00	0%	$0.00	0%	$1,550.00	0%
Drainage Inspections	$2,450.00	8%	$63,000.00	8%	$1,050.00	4%	$53,600.00	8%
Erosion Control Plan Review	$600.00	2%	$11,800.00	2%	$300.00	1%	$8,700.00	1%
Erosion Control Inspections	$1,500.00	5%	$29,500.00	4%	$750.00	3%	$21,500.00	3%
Permit Penalty Fees	$184.00	1%	$590.00	0%	$0.00	0%	$1,284.00	0%
Fire Department Impact Fees	$2,009.00	6%	$107,651.00	14%	$980.00	4%	$98,343.00	14%
Assessment Maintenance Fee	$1,200.00	4%	$30,940.00	4%	$1,300.00	5%	$32,570.00	5%
Total Permit Fees By Zoning Dist.	$31,827.00		$744,027.50		$23,842.00		$684,590.60	

	2018				2017			
	DECEMBER		YTD		DECEMBER		YTD	
Fees By Project Type	Fees	% of Total	Fees	% of Total	Fees	% of Total	Fees	% of Total
New Single Family Dwellings	$20,836.00	65%	$316,081.40	42%	$5,731.00	24%	$228,871.00	33%
New Duplexes	$0.00	0%	$22,589.00	3%	$3,224.00	14%	$14,744.00	2%
New Multi-Family Dwellings	$566.00	2%	$29,838.00	4%	$900.00	4%	$143,757.00	21%
New Res. Access Bldgs	$80.00	0%	$8,316.60	1%	$337.00	1%	$6,660.00	1%
New Commercial/Ind Bldgs	$636.00	2%	$175,468.00	24%	$2,927.00	12%	$130,691.10	19%
Residential Additions & Alter	$2,337.00	7%	$34,063.00	5%	$1,911.00	8%	$30,808.50	5%
Comm/Ind Additions & Alter	$7,197.00	23%	$132,570.50	18%	$8,327.00	35%	$110,111.00	16%
Signs	$150.00	0%	$15,376.00	2%	$250.00	1%	$12,150.00	2%
Other Projects	$25.00	0%	$9,725.00	1%	$235.00	1%	$6,798.00	1%
Total Permits Fees by Project Type	$31,827.00		$744,027.50		$23,842.00		$684,590.60	

	2018				2017			
	DECEMBER		YTD		DECEMBER		YTD	
Fees By Zoning District	Fees	% of Total	Fees	% of Total	Fees	% of Total	Fees	% of Total
Single Family (RSF)	$22,419.00	70%	$363,762.00	49%	$7,286.00	31%	$262,518.50	38%
Two Family (RTF)	$173.00	1%	$11,014.00	1%	$223.00	1%	$11,920.00	2%
Multi-Family (RMF)	$771.00	2%	$52,907.00	7%	$4,085.00	17%	$152,013.00	22%
Local Commercial (CL)	$1,096.00	3%	$90,271.00	12%	$3,820.00	16%	$74,113.90	11%
Regional Commercial (CR)	$5,066.00	16%	$76,600.00	10%	$2,109.00	9%	$72,735.00	11%
Planned Commercial (CP)	$399.00	1%	$45,252.50	6%	$1,517.00	6%	$24,298.00	4%
Industrial (IND)	$1,075.00	3%	$56,411.00	8%	$4,388.00	18%	$68,768.00	10%
Agricultural (AED) and (AGD)	$828.00	3%	$47,810.00	6%	$415.00	2%	$18,224.20	3%
Total Permit Fees by Zoning Dist.	$31,827.00		$744,027.50		$23,842.00		$684,590.60	

	Year							
Total Fees By Year	2018 YTD	2017	2016	2015	2014	2013	2012	2011
	$ 744,028	$ 684,850	$ 499,050	$ 534,144	$ 416,728	$ 505,387	$ 449,275	$ 388,217

January 11, 2019 Prepared by Cary J. Nate, Chief Building Inspector Page 3 of 3

2018 STATEMENT OF ASSESSMENTS
AS REPORTED ON OR BEFORE FEBRUARY 10, 2019

81-44-020 TOWN OF GRAND CHUTE OUTAGAMIE COUNTY

REAL ESTATE CLASSES	PARCEL COUNT LAND	PARCEL COUNT IMPRV	ACRES	LAND	IMPROVEMENTS	TOTAL
1 RESIDENTIAL	6,592	5,891	3,830	235,021,500	904,974,200	1,139,995,700
2 COMMERCIAL	1,039	857	2,466	305,906,500	872,350,000	1,178,256,500
3 MANUFACTURING	56	56	315	11,159,400	62,951,000	74,110,400
4 AGRICULTURAL	204		2,765	512,200		512,200
5 UNDEVELOPED	70		291	626,900		626,900
5M AGRICULTURAL FOREST	4		75	75,200		75,200
6 FOREST LANDS	83		806	1,372,700		1,372,700
7 OTHER	28	28	40	808,900	1,673,700	2,482,600
TOTAL REAL ESTATE ASSESSMENT	8,076	6,832	10,588	555,483,300	1,841,948,900	2,397,432,200

PERSONAL PROPERTY ITEMS	VALUE
11 BOATS AND OTHER WATERCRAFT	0
12 MACHINERY, TOOLS, AND PATTERNS	4,433,600
13 FURNITURE, FIXTURES AND EQUIPMENT	55,930,100
14 ALL OTHER PERSONAL PROPERT NOT EXEMPT	9,031,100
TOTAL PERSONAL PROPERTY ASSESSMENT	69,394,800
AGGREGATE ASSESSED VALUE	2,466,827,000

2018 STATEMENT OF EQUALIZED VALUES
AS SET BY
THE WISCONSIN DEPARTMENT OF REVENUE

81-44-020 TOWN OF GRAND CHUTE OUTAGAMIE COUNTY

REAL ESTATE CLASSES	LAND	IMPROVEMENT	TOTAL	RATIO
1 RESIDENTIAL	265,223,800	1,001,366,900	1,266,590,700	
2 COMMERCIAL	294,692,700	933,587,900	1,228,280,600	
3 MANUFACTURING	12,025,100	67,835,400	79,860,500	
4 AGRICULTURAL	534,400		534,400	
5 UNDEVELOPED	159,200		159,200	
5M AGRICULTURAL FOREST	127,500		127,500	
6 FOREST LANDS	2,675,800		2,675,800	
7 OTHER	800,000	1,694,700	2,494,700	
TOTAL REAL ESTATE EQUALIZED VALUE	576,238,500	2,004,484,900	2,580,723,400	92.90%

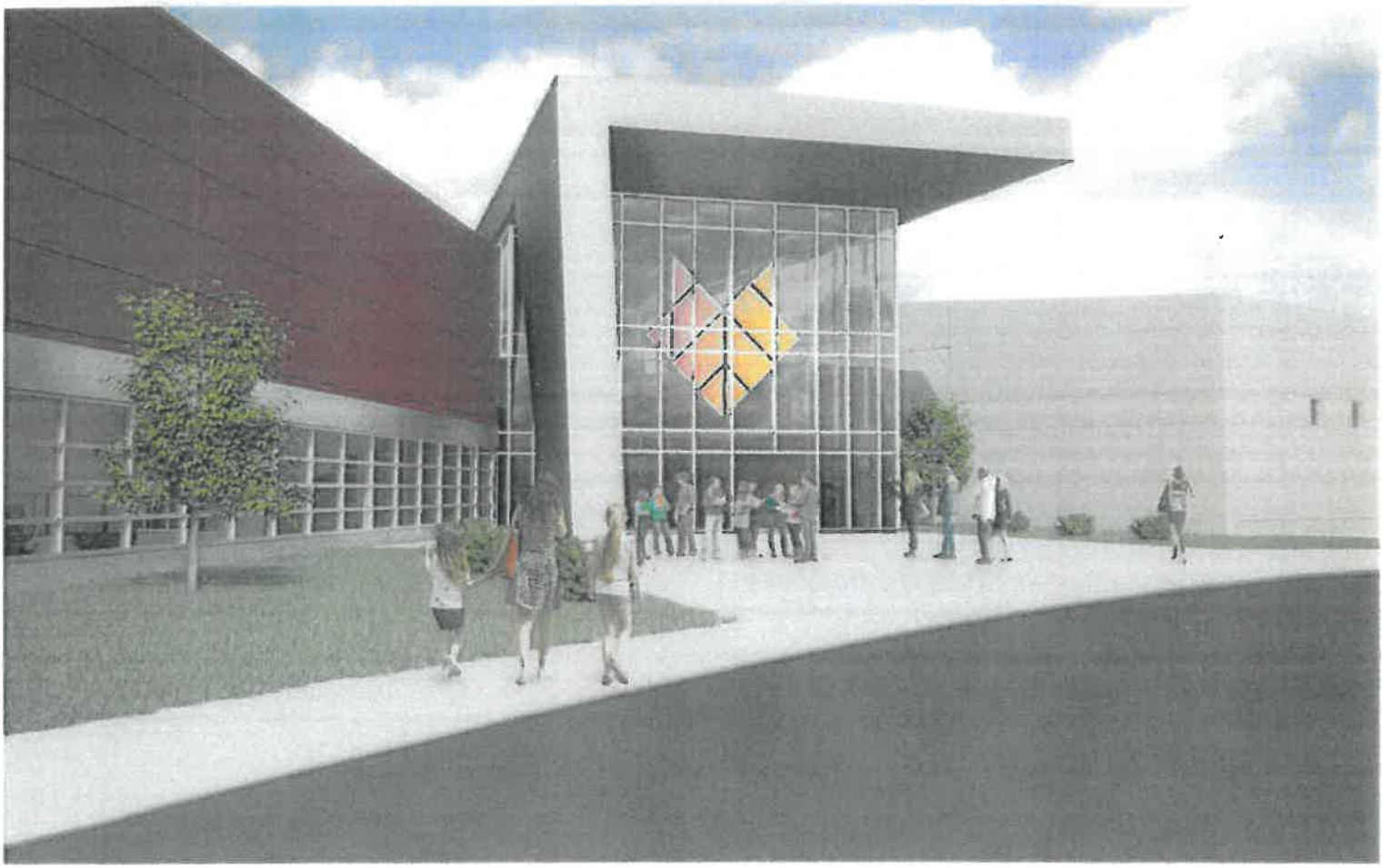
PERSONAL PROPERTY ITEMS	VALUE	
11 BOATS AND OTHER WATERCRAFT	0	
12 MACHINERY, TOOLS, AND PATTERNS	4,777,300	
13 FURNITURE, FIXTURES AND EQUIPMENT	62,555,500	
14 ALL OTHER PERSONAL PROPERT NOT EXEMPT	10,026,200	
COMPENSATION	-89,300	
TOTAL PERSONAL PROPERTY EQUALIZED VALUE	77,269,700	89.81%
AGGREGATE EQUAZLIZED VALUE	2,657,993,100	92.81%

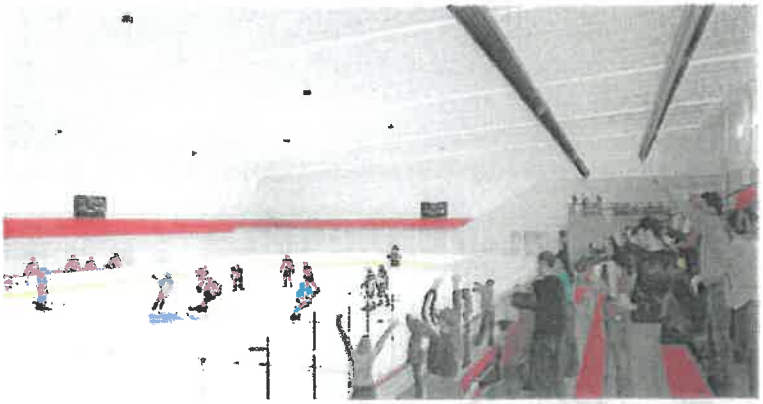
COMMUNITY FIRST

CHAMPION CENTER

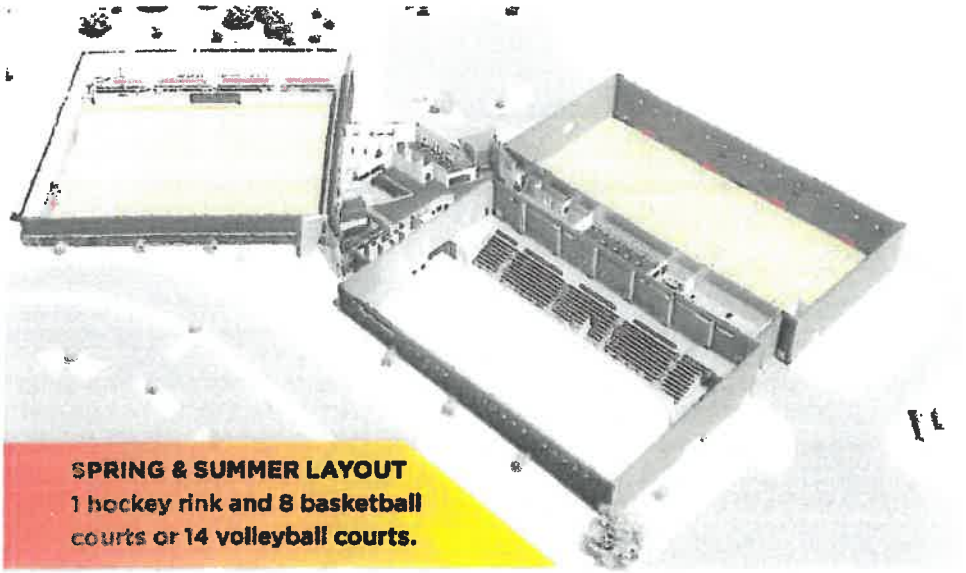
FOX CITIES

OPENING IN THE FALL OF 2019!

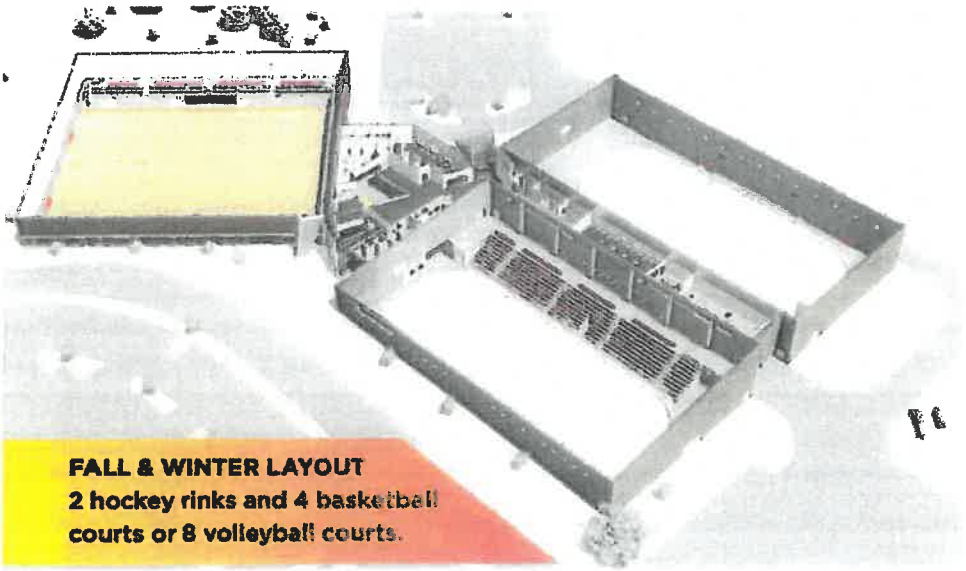




championcenterwi.com • Grand Chute, Wisconsin



SPRING & SUMMER LAYOUT
1 hockey rink and 8 basketball courts or 14 volleyball courts.



FALL & WINTER LAYOUT
2 hockey rinks and 4 basketball courts or 8 volleyball courts.

Scheduled to open in the Fall of 2019, the Community First Champion Center Fox Cities will be the premier indoor sports tourism complex in the Midwest. The 164,000 square foot facility will feature a year-round ice rink with seating for up to 1,000, a fieldhouse with four basketball courts or eight volleyball courts, and a seasonal arena that can be an ice rink or four basketball courts or six volleyball courts.

Located in the thriving retail area of Grand Chute, the Community First Champion Center is just off Interstate 41 in eastern Wisconsin. Within 10 minutes of the facility, visitors will find over 60 restaurants, more than 2,000 team-friendly hotel rooms, and Wisconsin's Best Shopping. Wisconsin's Best Shopping.

Nationally recognized Sports Facilities Management (SFM) will serve as the lead facility manager for the Fox Cities Champion Center.

Drive time to the Fox Cities

Green Bay	30 min.
Milwaukee	90 min.
Chicago	3 hrs.
Minneapolis	4.5 hrs.
Indianapolis	6 hrs.
Des Moines	6.5 hrs.

CONTACT INFORMATION

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Fox Cities CVB
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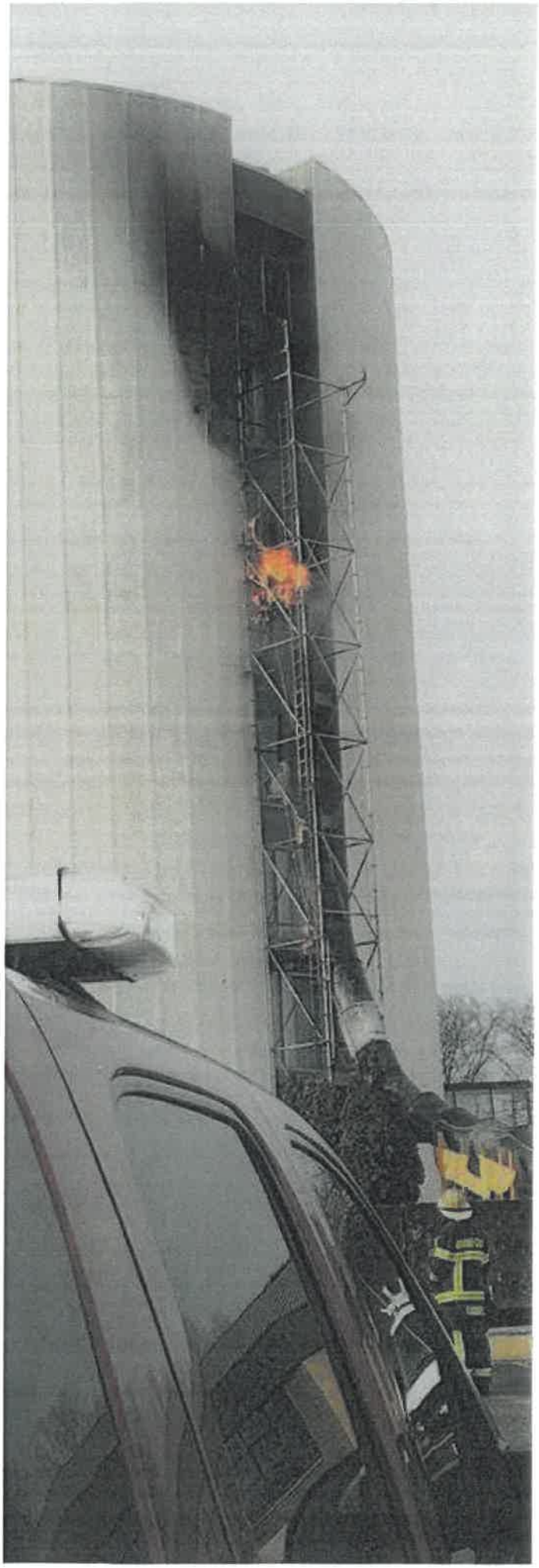
@ChampionCtr



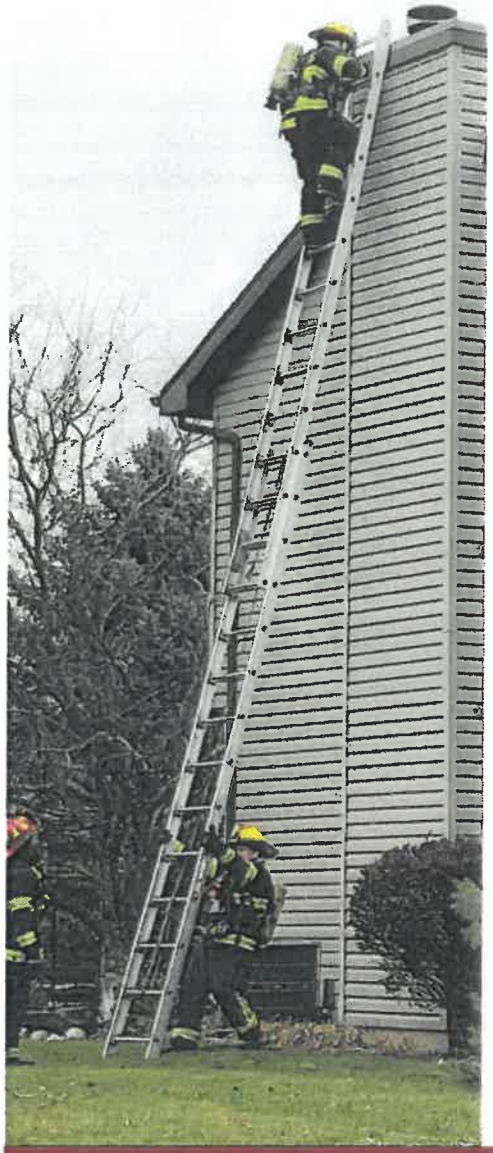
2018 GCFD ANNUAL REPORT

ISO CLASS 3

Grand Chute
experience better

TIMOTHY BANTES
FIRE CHIEF

GRAND CHUTE FIRE RESCUE SERVING SINCE 1957



CONTENTS

2018 SUMMARY

A YEAR OF SERVICE "BY THE NUMBERS"

"YOUR" GCFD

LIVING UP TO OUR OATH

DEFINING THE FUTURE

YOUR LIFE, OUR MISSION

MESSAGE FROM THE CHIEF

It is my honor to present the Grand Chute Fire Department's 2018 Annual Report to the stakeholders of the community we have the privliage of serving. The pages that follow demonstrate yet another year of growth and innovation on behalf of your fire department, as we strive to continuously improve our existing programs and services, while exploring new and non-traditional options to enhance the safety and quality of life for those we serve.

I would offer that the most impressive attribute of your fire department lies not in the apparatus they drive, the fire stations they work from, or the uniforms they wear. While all of these physical resources certainly demonstrate a level of professionalism and pride for our community, they are of no value without the passionate and dedicated men and women that make up your Grand Chute Fire Department. The continuous growth and innovation that results from their ability to push themselves outside of their comfort zones , challenge the status quo, and develop creative solutions to minimize risk and address public safety challenges is nothing short of exceptional. I am honored to work alongside each and every one of them.

On behalf of the entire staff of your GCFD, I thank you for your ongoing support, sincere dialogue, and commitment to our shared vision. As we prepare to identify our strategic goals and objectives for the five years to come, your input will once again be invaluable in defining the future for your fire department. We are humbled to be entrusted with your safety, and hope you take comfort in the simple fact that *your life is our mission.*

Respectfully,

Timothy Bantes, Fire Chief

GRAND CHUTE FIRE DEPARTMENT

2018 SUMMARY

957
FIRE, HAZARD, SERVICE CALL RESPONSES
+10%

1,249
EMERGENCY MEDICAL RESPONSES
+3%

70%
ARRIVAL AT EMERGENCY IN 6 MINUTES OR LESS
+/- 0%

3,701
INSPECTIONS CONDUCTED
+4%

91
PUBLIC EDUCATION EVENTS
-15%

4,345
TRAINING HOURS COMPLETED
-25%

$298,600
PROPERTY VALUE *LOST* FROM FIRE
-62%

$27,792,155
PROPERTY VALUE *SAVED* FROM FIRE
+16%

RAPID RESPONSE

When surveyed during the strategic planning process in 2016, community members indicated ***the highest priority for their fire department*** *to focus improvement efforts on in the three years to follow* ***was a "Delivery Model Promoting Rapid Emergency Response".***

YOUR EMERGENCY IS OUR EMERGENCY...

PROCESSING TIME

911 CALL ANSWERED TO UNIT DISPATCHED

TURNOUT TIME

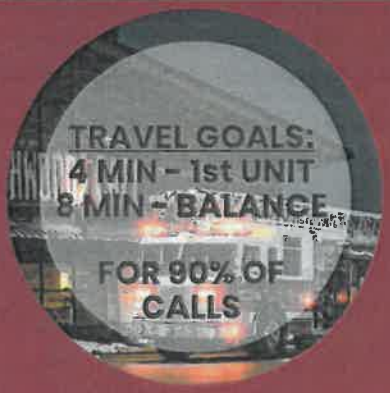
UNIT DISPATCHED TO ENROUTE

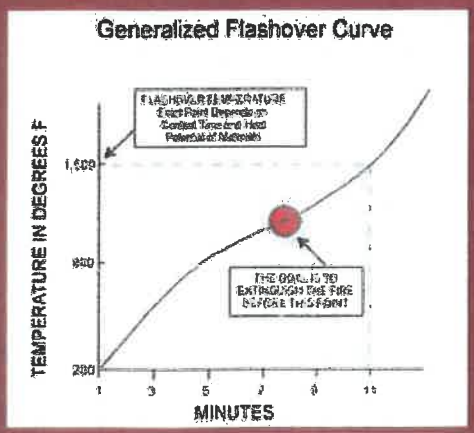
TRAVEL TIME

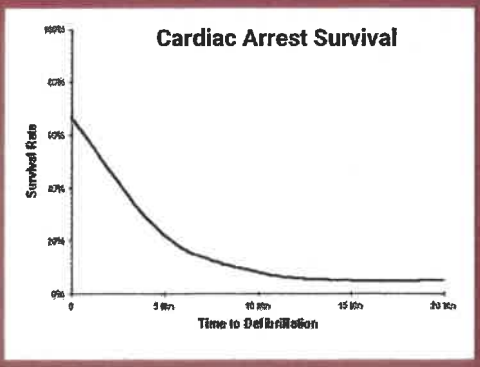
UNIT ENROUTE TO ARRIVAL ON SCENE

+

+







=

TOTAL RESPONSE TIME

90TH PERCENTILE GOALS:
6 MIN (EMS)
6 MIN 20 SEC (FIRE)

TRAINED & EDUCATED

*Those surveyed were asked to identify the two **most important expectations** they had **for their fire department** personnel. Being **"trained and educated"** ranked #1.*

WE'VE GOT THE TOOLS, WE'VE GOT THE TALENT

EMBRACING TECHNOLOGY

THRIVING IN AN EVOLVING LEARNING ENVIRONMENT

IN 2018, YOUR GRAND CHUTE FIRE DEPARTMENT IMPLEMENTED THE "TARGETSOLUTIONS" LEARNING MANAGEMENT SYSTEM, A WEB-BASED APPLICATION WHICH FACILITATES TRAINING ASSIGNMENT AND RECORDKEEPING, CERTIFICATION AND EXPIRATION DATE TRACKING, POLICY REPOSITORY / DISSEMINATION, AS WELL AS EQUIPMENT, INVENTORY, AND MAINTENANCE RECORDS MANAGEMENT.

IN ADDITION TO THE FEATURES LISTED ABOVE, THIS DYNAMIC TOOL ENABLED US TO COMPLETE A SIGNIFICANT PORTION OF OUR STATE EMS LICENSE CONTINUING EDUCATION REQUIREMENTS VIA E-LEARNING. THIS, COUPLED WITH "LIVE" PRACTICAL SKILLS REVIEW AND VERIFICATION ALLOWED FOR THE EFFICIENT RENEWAL OF EVERY GCFD MEMBER'S STATE EMS LICENSE IN 2018.

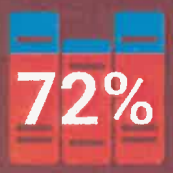
RECOGNIZING THE VALUE OF THIS FLEXIBLE CONTINUING EDUCATION DELIVERY TOOL, THE STATE DHS / EMS OFFICE IS WORKING TOWARDS INTEGRATING TARGETSOLUTIONS INTO THEIR ELECTRONIC LICENSING PLATFORM TO ALLOW FOR THE SEAMLESS REPORTING OF TRAINING COMPLETIONS DIRECTLY INTO STATE RENEWAL FORMS, ELIMINATING ADDITIONAL STEPS AND DOCUMENTATION IN THE BIENNIAL RENEWAL PROCESS.

WISCONSIN DEPARTMENT of HEALTH SERVICES

TARGETSOLUTIONS by VECTOR SOLUTIONS

LIFELONG LEARNING

PARTNERING LOCALLY, AND BEYOND



THE PERCENTAGE OF YOUR GCFD FIREFIGHTERS WITH COLLEGE DEGREES, ROUGHLY 30% HIGHER THAN THE NATIONAL AVERAGE FOR FIREFIGHTERS.

SIX OF YOUR GCFD FIREFIGHTERS ARE CURRENT INSTRUCTORS WITH FVTC PUBLIC SAFETY PROGRAMS, SHARING THEIR KNOWLEDGE WITH FUTURE FIRST RESPONDERS AND POTENTIAL GCFD CANDIDATES.

IN 2018 LT. CZECHANSKI WAS ACCEPTED INTO THE NATIONAL FIRE ACADEMY'S MANAGING OFFICER (MO) PROGRAM. THIS COMMITMENT REQUIRES HIM TO TRAVEL TO THE NFA CAMPUS FOR FOUR WEEKS OF COURSES OVER A TWO-YEAR PERIOD, AND IS FULLY REIMBURSED.

CHIEF BANTES WAS APPOINTED TO SERVE ON THE WTCS FIRE SERVICE ADVISORY COMMITTEE. BOTH HIMSELF AND A/C KASRIEL ALSO HOLD SEATS ON THE FVTC FIRE AND EMS ADVISORY COMMITTEES RESPECTIVELY.

WISCONSIN TECHNICAL COLLEGE SYSTEM

PROFESSIONAL & RESPECTFUL

*Those surveyed were asked to identify the two **most important expectations** they had **for their fire department** personnel. Being "**professional and respectful**" ranked #2.*

YOUR GCFD - LEADERS IN THE FIRE SERVICE

CHIEF BANTES RECEIVING THE WISCONSIN STATE FIRE CHIEFS ASSOCIATION "FIRE CHIEF OF THE YEAR" AWARD IN JUNE OF 2018

LT. GRETZINGER AFTER RECEIVING THE WISCONSIN STATE FIREFIGHTERS ASSOCIATION "FIREFIGHTER OF THE YEAR" AWARD IN MARCH OF 2018.

CPC

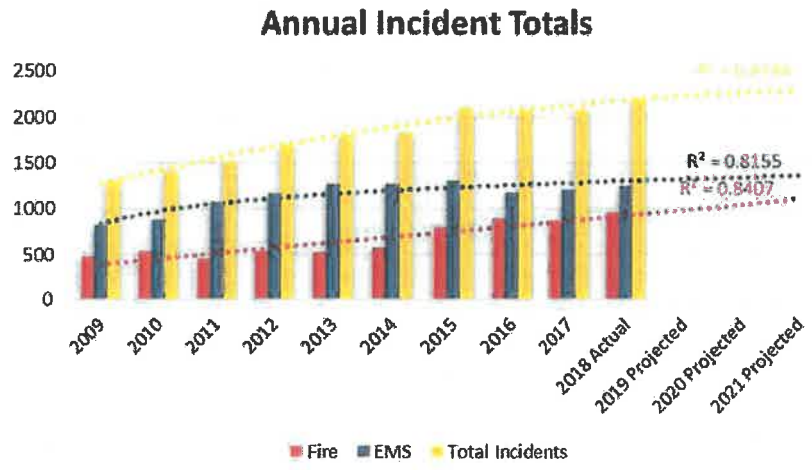
CPSE Center for Public Safety Excellence

YOUR GRAND CHUTE FIRE DEPARTMENT HAS THREE PROFESSIONALLY CREDENTIALED OFFICERS HOLDING A TOTAL OF FIVE DESIGNATIONS THROUGH THE CENTER FOR PUBLIC SAFETY EXCELLENCE, ESTABLISHING ITSELF AS THE LEADING AGENCY FOR PROFESSIONAL CREDENTIALING IN THE STATE OF WISCONSIN.

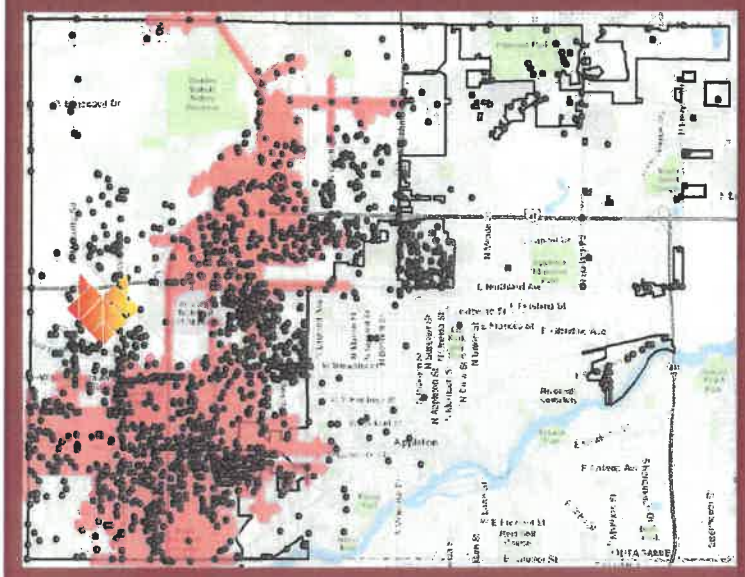
IN DECEMBER OF 2018, GCFD LT. AND LEAD FIRE INVESTIGATOR MICHAEL GEISSLER SUCESSFULLY COMPLETED THE RIGOROUS PROCESS OF BECOMING A CERTIFIED FIRE INVESTIGATOR (CFI) THROUGH THE INTERNATIONAL ASSOCIATION OF ARSON INVESTIGATORS (IAAI). LT. GEISSLER ALSO HOLDS THE IAAI'S EVIDENCE COLLECTION TECHNICIAN CERTIFICATION, MAKING HIM ONLY ONE OF FOUR FIRE INVESTIGATORS IN THE STATE OF WISCONSIN TO HAVE ACHIEVED THIS LEVEL OF PROFICIENCY.

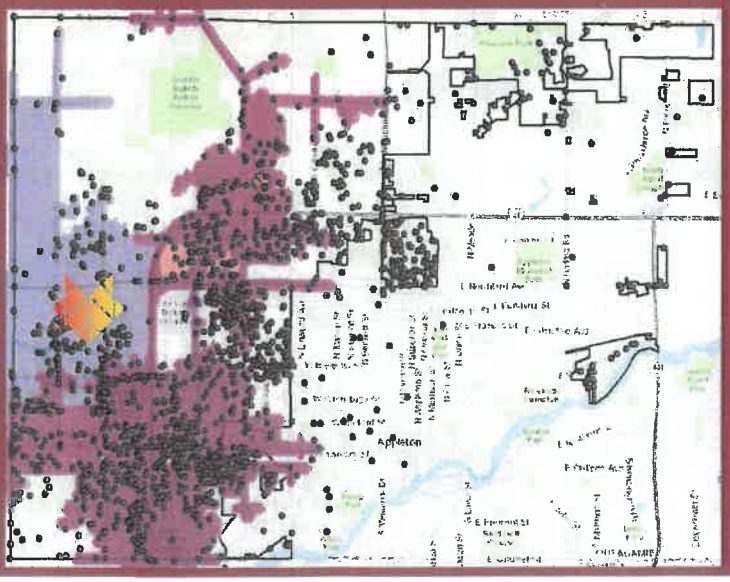
MAINTAINING SERVICE LEVELS

*When asked about the **most concerning challenge** their fire department faces in the future, survey respondents identified **"maintaining current service levels under increasing demands"** as the most significant.*



LEVERAGING DATA TO DRIVE DECISIONS





MEETING FUTURE DEMANDS

EFFECTIVELY MEETING THE EMERGENCY SERVICES NEEDS OF A DYNAMIC, GROWING, AND REGIONALLY ATTRACTIVE COMMUNITY SUCH AS GRAND CHUTE REQUIRES CONSTANT ANALYSIS OF THE EVOLVING RISKS, REDUCTION EFFORTS TO MINIMIZE THESE RISKS, CURRENT RESPONSE PERFORMANCE, AND FORECASTED CHANGES IN DEMAND. UTILIZING A COMBINATION OF "TIME-SERIES MODELING" BASED ON INTERNAL HISTORICAL RESPONSE DATA , "ANALOGY MODELING" ASSESSING SERVICE DEMAND IMPACT BASED ON COMPARABLE DEVELOPMENT, AND GIS RESPONSE TIME ANALYSIS CONDUCTED BY YOUR FIRE DEPARTMENT COMMAND STAFF, THE NEED FOR A THIRD FIRE STATION IS BECOMING INCREASINGLY EVIDENT.

FOX CITIES CHAMPION CENTER

THE GIS MAP ON THE UPPER LEFT ILLUSTRATES INCIDENT RESPONSES FROM 2016 TO 2018. THE PINK SHADED AREA REPRESENTS THE FOUR MINUTE TRAVEL TIME BOUNDARIES UNDER OUR EXISTING TWO STATION DEPLOYMENT MODEL.

THE MAP ON THE LOWER LEFT ILLUSTRATES THE SAME INCIDENT DATA, HOWEVER THE FOUR MINUTE TRAVEL TIME BOUNDARIES SHOWN REPRESENT THE ENHANCED COVERAGE THE CITIZENS AND VISITORS OF GRAND CHUTE WOULD BENEFIT FROM IF A THIRD FIRE STATION WERE TO BE BUILT IN THE AREA SURROUNDING THE CHAMPION CENTER. THE LIGHT PURPLE SHADED AREA EXTENDING WEST ROUGHLY FROM HIGHWAY 41, AND NORTH FROM WISCONSIN AVENUE REPRESENTS THE FOUR MINUTE TRAVEL TIME COVERAGE "GAINED".

A DEMONSTRABLY HIGH CONCENTRATION OF INCIDENTS IN THAT AREA, COUPLED WITH SIGNIFICANT DEVELOPMENT ALREADY UNDERWAY LENDS ITSELF TO THE PUBLIC SAFETY AND FISCAL PRUDENCY OF PROACTIVELY ADDRESSING THE INCREASING SERVICE DEMANDS.

IN THEIR OWN WORDS

*When asked to share any **additional thoughts or comments** regarding their fire department in their own words, the three **most commonly used terms** by survey respondents were "**Needed**", "**Community**", and "**Service**".*

YOUR "NEEDED COMMUNITY SERVICE"

NECESSARY

PREVENTING THE NEED, PREPARING FOR NEED, RESPONDING TO YOUR NEED.

COMMUNITY DRIVEN

RECEPTIVE, VISIBLE AND ENGAGED. WE ASK, WE LISTEN, WE ACT.

PUBLIC SERVANTS

UNWAVERING DEDICATION, A PASSION FOR INNOVATION, YOUR GCFD'S REPUTATION.

Based on **your input** provided in the 2016 community survey, the GCFD established **a vision to guide us** throughout the life of our initial three-year strategic plan. **You**, the very people we are honored to serve **remain the focal point** of this "vison", as we strive to ensure you ***"experience better quality of life through the provision of excellent risk reduction and response services"***. With this initial three-year strategic plan having nearly run it's course, we prepare to be considered by the CFAI to become **one of 258 Internationally Accredited** fire agencies in the world. This does not represent the destination, but rather the beginning of a **new journey** in which we will **once again reach out to you**, the very people we have the honor of serving, to assist in **defining the vision and goals** that will guide your fire department in our quest for continuous improvement over the five years that ensue.

YOUR INPUT, OUR SHARED VISION.

1986-1993

First Career Firefighters Hired to Support POC Personnel

1990: *244 Incidents*

TWO FIRE STATIONS

1994-1998

Three Career Personnel Provide Staffing During Business Hours

1995: *452 Incidents*

1999-2004

EMS First Responder Service Started

6 AM to 6 PM Career Duty Crews

6 PM to 6 AM POP Duty Crews

2000: *1,287 Incidents*

2005-2008

SAFER Grant Adds Six Career Personnel For 24-Hour Staffing

2005: *1,169 Incidents*

TWO FIRE STATIONS

2009-2014

New Station 1 Constructed

EMT-Basic Service Level Upgrade

2010: *1,410 Incidents*

2015-2018

New Station 2 Constructed

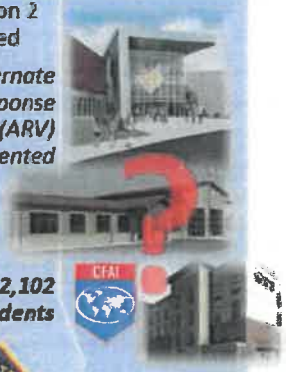
Alternate Response Vehicle (ARV) Implemented

C.A.R.E.S. Program Launched

2015: *2,102 Incidents*

TWO FIRE STATIONS

2019-2024



YOUR LIFE, OUR MISSION.

GRAND CHUTE INFORMATION TECHNOLOGY DEPARTMENT

2018 ANNUAL REPORT

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

THE HYBRID IT JOURNEY CONTINUES

In 2018, it was a continuation of transition for the IT Department as we continued on our Hybrid IT Journey. Years 2015 and 2016, the IT Department focused on rebuilding the IT Staff and infrastructure. However, 2017 and 2018 started a new emphasis on delivering new software products and technological services faster with a focus on improved productivity. We continued to build on our security initiatives and expanded the access to Town information that is available for citizens on our website.

The other half of our Hybrid IT Journey is meeting all of the demands required of 24x7x365 operations for our Police and Fire services to our citizens. These demands require a high level of up time, whether on premise or in the cloud. With all the information compiled for residential and business locations, it is expected that the computerized mobile command centers in both the Police and Fire vehicles are always operational.

PAPERLESS MOVEMENT

The Town of Grand Chute has started moving towards a paperless path using Laserfiche. Laserfiche is a robust enterprise content management system system with integrated workflow and advanced capture solutions for document and record management. It provides a platform for centralized content and records storage - ranging from image files, to electronic documents, as well as voice and audio files. Laserfiche includes advanced capture tools in its product suite that can perform automated data capture from paper records. It will then index fields completed automatically based on the data extracted. The IT department has chosen this path as the most efficient way of becoming a paperless organization. We have implemented a paperless process with our Town's Assessor that allows for safe and efficient management of electronic documents. Each electronic document is stored locally with off-site backups occurring nightly. This new paperless method has cleared up:

- 2: 36"h x 22"d x 6.5'w cabinets
- 1: 17"h x 22"d x 6.5'w cabinet
- Total of 30 drawers
- Saving a total area of 15.8'd x 8'w

We have also cleared shelving space in our storage area:

- Saving a total area of 10' x 16'

With this paperless movement, the Assessors have scanned:

- 387,559 standard images
- 317 wide format images

It is the IT department's goal to implement a paperless process for every department in Grand Chute over the next several years.

WEBSITE AND SOCIAL MEDIA USAGE

Although 2018 did not bring many visual changes to the look and feel of the Town's website, it did bring a lot of traffic from our citizens.

- User visits to the website - 58,720
- Page Views - 377,528

Most visited pages (not including the home page and department-landing page)

- Public Works
- Employment
- Police
- Pay Utility Bill
- Garbage and Recycling

The Police and Fire departments have actively used social media for several years now. Over this past year, Public Works along with the Park and Rec departments' use of social media has increased their "online presence" as well.

Public Works keeps our citizen's informed on current road conditions, garbage and recycling pickup changes, as well as hazard and safety issues, such as flooding. Park and Rec promote park rentals, town events, community programs/classes, and also gives updates about park amenities including; trails, tennis courts, pickleball courts, and ice rinks.

Come visit us:

- Town Homepage: www.grandchute.net
- Town Twitter: https://twitter.com/grandchute
- Town Facebook: https://www.facebook.com/grandchute
- Fire: https://www.facebook.com/GrandChuteFire
- Parks and Rec: https://www.facebook.com/GrandChuteParksAndRecreation
- Police: https://www.facebook.com/GrandChutePoliceDepartment
- Public Works: https://www.facebook.com/1900GrandChutePublicWorks

ESRI UPDATE

With the implementation of ESRI (Environmental Systems Research Institute) last year, we have made great strides in our on-line presence. We have updated the mapping software from the old CAD (Computer Aided Design) system to the new ESRI platform. This has allowed our users more flexibility, access, and has increased efficiency for our public works department. There is also a public feature on our website that allows the Town of Grand Chute citizens to view boundary lines, parcels, and property tax information. ESRI has started to make a shift from a localized software to an online web-based platform. The Town has started to make the same shift in order to be prepared to allow for future expansion and enhancements of our CAD system.

ELECTRONIC RECYCLING EVENT

In 2018, the Town did not have an Electronics Recycling Event of our own. In response to citizen feedback, the Town will be hosting an Electronics Recycling Event with a new company. This company offers a wider variety of items that can be recycled with reduced fees compared to previous years. The event will be held on Saturday, May 11 from 8:00 am to 12:00 pm at the Grand Chute Town Hall. More information is posted on our website at www.grandchute.net/documents/ERE. We will also be posting more information on Facebook and Twitter in the near future.

WINDOWS 10 CONVERSION

As of January 14, 2020, Microsoft will no longer support the Windows 7 operating system. Any of our machines running this operating system will stop receiving security patches. Without these patches, our computer will be vulnerable to any new exploits or hacks that come along. We are using a pre-built Windows 10 image that is similar in look and feel to Windows 7. This helps transition our users to the new operating system without any major issues or complaints.

The IT Department is currently working on the final phase of our transition. In 2018, we were able to complete 30% of the conversion and expect to complete the remaining 70% by September 13, 2019.

CAD (COMPUTER AIDED DISPATCH) UPDATE

With the successful implementation of the Spillman software, our Police and Fire departments have experienced little downtime with this all-encompassing system. Spillman is set to download and install software updates automatically to each computer every time a user logs on. This has saved the Town countless hours of IT labor per month, and has kept officers out in the field serving our citizens.

NEW PHONE SYSTEM

With some of our current phone system dating back to 2002, before we moved into the current Town Hall building, it was showing its age. In June 2018, we implemented a new Voice over IP phone system that runs on our current computer network. The new phone system added features like Automated Attendant to help our citizens get to the correct department as fast as possible.

Grand Chute Police Department

2018 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 22,701, 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; 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, 47, 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 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 more stable populations.

Mission and Values of the Grand Chute Police Department

Our community is vibrant and engaging for residents and visitors alike, made so by the many positive attributes we have to offer. These attributes play an integral role in fostering a high quality of life in the community, but they also require the police department to deliver a wide range of services to ensure this quality of life is not diminished. To prioritize the myriad services delivered by the department, we have created a mission statement designed to constantly remind us of our highest purpose in service delivery.

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

> ***Through the relentless pursuit of excellence, we protect the lives and property of those we serve, reduce criminal activity, and enhance the quality of life by partnering with our community.***

Establishing a mission statement is an important step in sharing with the community our highest priorities in the delivery of police services. Of equal importance, however, is the manner in which we pursue this mission. In the Grand Chute Police Department, that pursuit is driven by a set of core values, selected by our employees because they define who we are as an organization and as individuals. The core values of the Grand Chute Police Department are:

Integrity ***Respect*** ***Empathy*** ***Courage***

It is our belief that adherence to these core values will ensure the delivery of the highest quality police services to our community.

Police Department Organizational Structure and Duties

To achieve our goals, the Grand Chute Police Department has an authorized staffing level of 35 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 evidence technician, one part-time police clerk, seven part-time community service officers and three part-time school crossing guards.

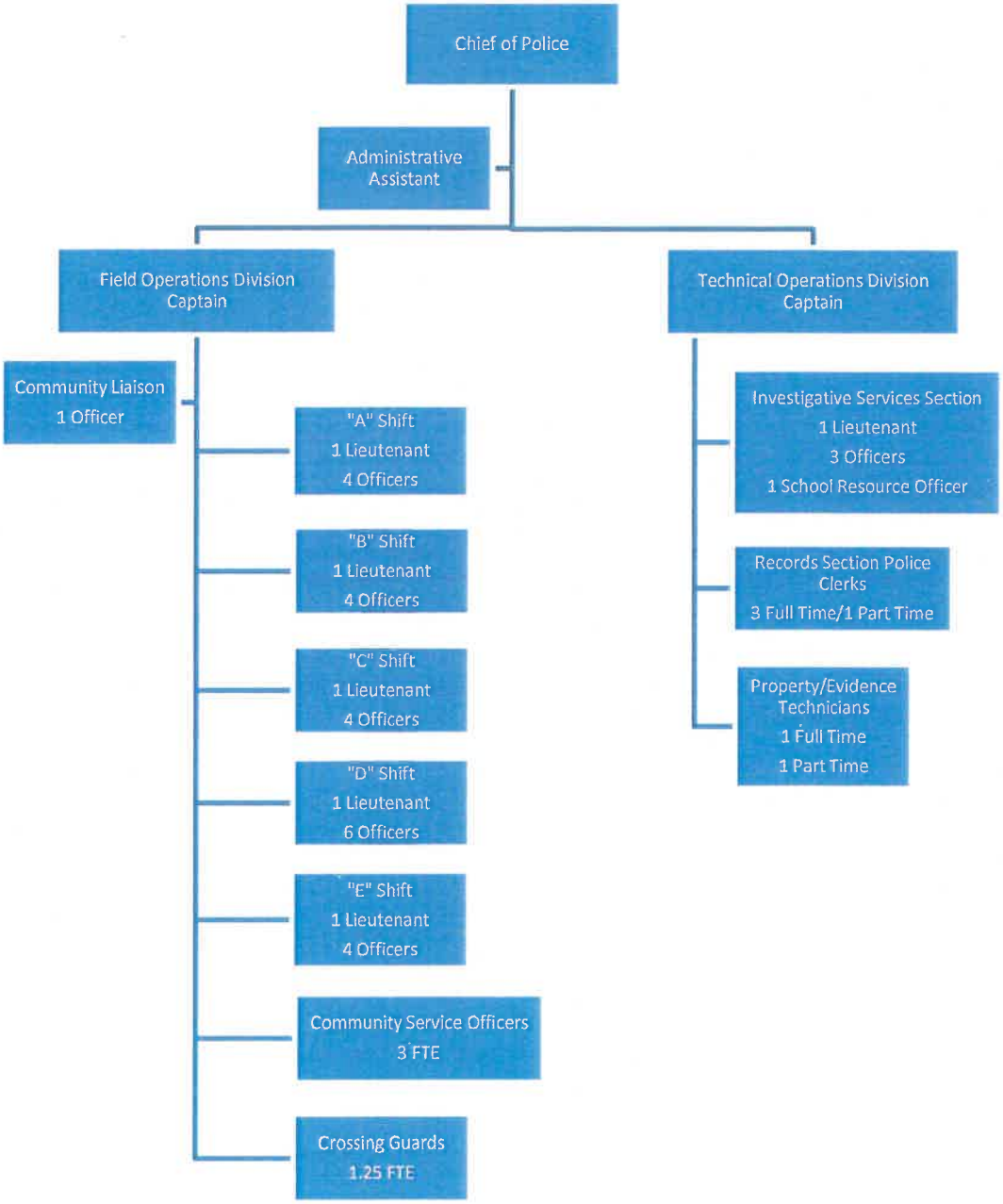
Under the overall direction of the chief of police, the Grand Chute Police Department is divided into two functional divisions; Field Operations and Technical Operations. Each division is commanded by a police captain.

The Field Operations Division is responsible for delivering front line police services 24 hours a day, seven days a week, and represents the highly visible, uniformed presence in the community. The uniformed police officers provide preventive patrol, respond to calls for service, perform crime prevention activities, complete criminal and traffic accident investigations, and conduct traffic enforcement. Uniformed community service officers are non-sworn personnel who perform duties that do not require the involvement of a sworn officer. They are the primary responders to such incidents as parking infractions, animal complaints, disabled vehicles, and minor private property traffic crashes.

The Technical Operations Division is responsible for providing specialized investigative and administrative support to the organization. It is comprised of three criminal investigators and a school resource officer, all of whom perform complex criminal investigations. The school resource officer also provides a highly visible presence in Town schools for the purpose of preventing crime and serving as a role model for children. The Division also includes the Property and Evidence Section, which is responsible for the collection, processing, storage and disposal of recovered property and evidence; the Records Section, which is responsible for processing all reports generated by the department, responding to public records requests, and providing walk-in and non-emergency telephone service; and our crossing guards, who are responsible for providing safe street crossing of students attending schools within the Town of Grand Chute

The structure of the organization is depicted in the following organizational chart.

GCPD Organizational Chart



2018 Goals and Objectives

Several organizational goals were established during 2018. Those goals, and a brief description of the progress made toward achieving them, appear below:

Goal 1: Fulfill all requirements for implementation of the new records management and computer aided dispatch systems, which are scheduled to go live in June 2018, and address any technical and operational issues resulting from migration to the new systems.

- This goal was realized in 2018 through the outstanding effort of a team of agency experts who guided all facets of the process. Considerable time was spent planning for the migration from the old record system to the new, countywide system, which included training for every member of the organization.

Goal 2: Shift responsibility for day-to-day operational oversight of the investigative function of the police department from the Technical Services Division Commander to a newly appointed Investigative Services lieutenant. This goal was initially established for 2017, however, budget approval for the position was postponed until July 01, 2017 and hiring was delayed until late 2017. As such, the goal will extend into 2018.

- This goal was realized in 2018, as a lieutenant was selected from the existing team of shift supervisors and appointed to the position.

Goal 3: Assist the board of directors of Fox Valley Victim Crisis Response Team, Inc. with a successful transition of the VCR program from a hosted program under the fiscal control of the police department to an independent, not-for-profit entity.

- This goal was realized in 2018, as the Fox Valley Victim Crisis Response Team, which had existed for 20 years as a grant funded program hosted by a local police department, most recently the Grand Chute PD, became an independent 501(c)(3) organization. The police department was instrumental in developing the strategy that guided the transition, which included the creation of a board of directors, hiring an executive director, and developing organizational bylaws.

Goal 4: Evaluate efficiencies created by the new RMS and CAD systems for the purpose of evaluating the need for a .5 records clerk, which was initially sought, though not approved, in the 2017 budget.

- This goal was not fully realized during 2018, as the new RMS/CAD system did not go live until late June, and the remainder of the year was spent developing familiarity with the new technology.

Goal 5: Work with the fire department and community development department to research, develop policy for, and implement an unmanned aircraft system (UAS), commonly referred to as a "drone."

- This goal was largely achieved during 2018, as the drone was acquired and a draft policy was created. Selection of drone pilots will continue into 2019.

Goal 6: Research and implement a program that permits officers to carry and administer Naloxone, or Narcan, a drug used to reverse opioid overdose.

- This goal was actually achieved near the end of 2017 after an anonymous donor provided the funds to initiate the program without the need for 2018 budget resources. Within weeks of the program's implementation, the first successful applications of Narcan led to the reversal of what would likely have been fatal drug overdoses.

Police Operations

To ensure the department has the proper resources necessary for the delivery of high quality police services to the Town of Grand Chute, we carefully analyze a variety of workload factors for planning purposes. This includes tracking the total number of police incidents handled over the course of a year. The following table illustrates historical data on these police service call totals from 2009 to 2018.

Year	Number of Service Calls	10-year Average
2009	20,227	
2010	20,645	
2011	19,255	
2012	19,568	
2013	18,970	
2014	19,157	
2015	20,090	
2016	20,708	
2017	21,674	
2018	21,683	
Total for all Years	**201,977**	**20,198**

Additionally, since certain police incidents have a greater impact on our resources than others, we also extract specific data from the total number of incidents handled by the department for the purpose of tracking change on an annual basis. The following chart depicts those workload factors.

Nature	2018	2017	% Change
Traffic Accidents	1,527	1,730	-11.73%
Warrant Arrests	277	227	22.03%
Adult Criminal Confinements	318	271	17.34%
Adult Criminal Referrals	316	393	-19.59%
Juvenile Criminal Referrals	28	63	-55.55%

Municipal Ordinance Violations	628	893	-29.67%
Traffic Citations	3,482	2,844	22.43%
Citizen Contacts/Warnings	2,903	2,685	8.12%
Parking Citations	279	293	-4.78%
Emergency Mental Health Detentions	57	67	-14.92%
Emergency Alcohol Detentions	8	9	-11.11%
False Alarms	542	489	10.84%

Crime and Disorder

Perhaps the most familiar metric regularly tracked by police agencies relates to the occurrence of crime. In fact, in Wisconsin, §16.964(2), Wis. Stats., requires all law enforcement agencies to report crime data to the state, which, in turn, submits the data to the FBI for inclusion in their annual uniform crime reports for the United States.

The FBI currently tracks national crime trends using two different methods, both a part of the Uniform Crime Reporting system, or UCR. The first is the Summary Reporting System, or SRS. The second is the National Incident Based Reporting system, or NIBRS. Currently, approximately 43% of U.S. law enforcement agencies participate in NIBRS, and the goal of the FBI is to have all agencies participating in NIBRS by 2021, at which time the SRS will be phased out. The vision for NIBRS is to become the law enforcement community's standard for quantifying crime, which will help law enforcement and communities around the country use resources more strategically and effectively.[1] The Grand Chute Police Department reports crime data to the FBI through the NIBRS system.

The chart below reveals Grand Chute NIBRS data for 2018 as compared to 2017. In 2018 our total number of crimes against persons increased by 13.54%. This increase was primarily the result of nine more sex offenses in 2018 than were recorded in 2017. Crimes against property decreased by 26% in 2018, driven largely by dramatic decreases in burglaries and thefts. Finally, crimes against society increased by 31.39%. This increase was caused largely by the emphasis we have placed on drug related investigations, which resulted in an increase from 199 offenses in 2017 to 282 in 2018. Overall, crime in Grand Chute decreased by 13.98% in 2018.

Crimes against Persons	2018	2017	% Change
Murder & Non-Negligent Manslaughter	0	1	(100.00%)
Manslaughter by Negligence	0	0	*
Sex Offenses	22	13	69.23%
Sex Offenses – Non-forcible	3	6	(50.00%)
Assault Offenses	79	73	8.22%

[1] https://www.fbi.gov/services/cjis/ucr/nibrs

Kidnapping/Abduction	4	3	33.33%
Human Trafficking	1	0	*
Total Crimes against Persons	**109**	**96**	**13.54%**
Crimes against Property	**2018**	**2017**	**% Change**
Robbery	2	6	(66.67%)
Burglary	23	70	(67.14%)
Theft/Larceny	636	829	(23.28%)
Motor Vehicle Theft	28	23	21.74%
Stolen Property Offenses	13	3	76.92%
Arson	0	0	*
Counterfeiting/Forgery	35	27	(29.63%)
Fraud Offenses	88	151	(41.72%)
Embezzlement	2	5	(60.00%)
Extortion/Blackmail	0	0	*
Bribery	0	0	*
Destruction/Vandalism	101	140	(27.86%)
Total Crimes against Property	**928**	**1254**	**(26.00%)**
Crimes against Society	**2018**	**2017**	**% Change**
Weapons Law Violations	13	10	30.00%
Prostitution Offenses	63	62	1.61%
Drug/Narcotic Offenses	282	199	41.71%
Gambling Offenses	0	0	*
Pornography	2	3	(33.33%)
Animal Cruelty	0	0	*
Total Crimes against Society	**360**	**274**	**31.39%**
Total Crime	**1397**	**1624**	**(13.98%)**

Noteworthy Programs

In addition to our delivery of essential police services and our efforts to reduce the overall incidence and impact of crime in our community, the Grand Chute Police Department also actively engages in a variety of programs designed to enhance our overall quality of life in the Town. These programs target issues such as crime and disorder in hotels, underage alcohol use, neighborhood blight, monitoring registered sex offenders, and prostitution/human trafficking.

Community Hotel Interdiction Program (CHIP):

The goal of the Community Hotel Interdiction Program (CHIP) is to reduce crime and disorder in local hotels, thereby improving the safety, security, and overall experience of hotel guests. The program emphasizes a collaborative approach between the police and hotel owners/managers. It is reinforced by a corresponding municipal ordinance that holds hotel operators accountable for achieving certain measurable standards related to police service demand.

The following are some of the highlights of the Community Hotel Interdiction Program in 2018:

- Call for service volume increased from 541 in 2017 to 570 in 2018, a 5% increase.
- The 570 calls for service in 2018 is 157, or 22%, fewer than 2012, the first year CHIP was introduced.
- Ten hotels identified as being high in demand for police service have been assigned individual liaison officers. These officers meet with hotel staff and management on a frequent basis to review calls for police service and provide training regarding guest/staff safety. They also conduct random security patrols through their assigned hotel.
- Planning has begun for the addition of three new hotels in 2019, bringing our total to 24 hotels and 2,156 hotel rooms.

Alcohol License Education/Enforcement Specialist (ALES) Program:

The goal of the Alcohol License Education/Enforcement Specialist Program is to reduce the consumption of alcohol by underage persons in the Town of Grand Chute by educating alcohol beverage license holders on municipal ordinances and state statutes governing the sale of alcohol and lawful operation of licensed establishments. In addition, the ALES team conducts periodic alcohol inspections and underage compliance checks.

The following are some of the highlights of ALES team activities in 2018:

- The members of the ALES team received specialized training from the Alcohol and Tobacco Enforcement Division of the Wisconsin Department of Revenue.
- The ALES team conducted two rounds of alcohol inspections at 80 licensed premises, yielding the following results:
    - Four establishments were cited for failing to have a licensed operator on premises.
    - One establishment was cited for not purchasing alcohol from a licensed distributor.
- The ALES team conducted two rounds of alcohol compliance checks, yielding the following results:
    - During the first round of compliance checks, five establishments permitted the sale of alcohol to a minor who failed to present an identification.
    - During the second round of compliance checks, 18 establishments permitted the sale of alcohol to a minor who presented an underage identification that was not properly verified by the licensed operator.
    - Due to the increase in violations during the second round of compliance checks, the ALES team, in conjunction with the Department of Revenue, developed training for the staff of licensed establishments on how to properly inspect identifications.

Neighborhood Policing Initiative (NPI):

The goal of the Neighborhood Policing Initiative is to increase the overall quality of life in Grand Chute neighborhoods by addressing violations of the Grand Chute Municipal Code that lead to neighborhood blight or constitute public nuisances that detract from the neighborhood ideals envisioned when these ordinances were adopted. The program emphasizes education and voluntary compliance with these ordinances, relying upon enforcement only when this approach is ineffective.

The following represent highlights of NPI activity in 2018:

- The NPI adopted the slogan, "Cooperation through education."
- The NPI team addressed 77 neighborhood nuisance complaints.
- 75 out of 77 nuisance complaints were resolved solely through education.
- Two nuisance complaints required a more substantial resolution effort due to the scope of the problem, and NPI officers were assigned to work with the property owners on a timeline for achieving compliance.
- Nuisance complaints increased by 28% over 2017, signaling broader acceptance of the NPI.

Prostitution/Human Trafficking Initiative:

Unfortunately, the location of Grand Chute on a major north-south interstate highway, coupled with the large number of hotel properties that attract many guests from outside the Fox Cities, creates a natural draw for certain vice crimes, such as prostitution. Furthermore, at the heart of many prostitution related crimes is the far more insidious crime of human sex trafficking. Recognizing these facts, the Grand Chute Police Department has made a concerted effort to address these offenses through proactive investigations designed to identify and put an end to such behaviors. Since 2011, the Grand Chute Police Department has made approximately 650 arrests for prostitution related offenses.

The following are highlights of the Prostitution/human Trafficking Initiative in 2018:

- The department made a total of 67 arrests associated with prostitution.
    - 25 arrests were for engaging in prostitution.
    - 38 arrests were for soliciting prostitution.
    - Four arrests were for various crimes related to prostitution.
- The department made two arrests related to human trafficking.
- Training was provided to assorted hotel staff, as well as the security staff of the Fox River Mall, on awareness and education regarding prostitution and human trafficking activity.

Sex Offender Address Verification Program:

The goal of the Sex Offender Address Verification Program is to monitor the status and compliance requirements of registered sex offenders residing within the Town of Grand Chute. As part of our participation, we are also a member of the Outagamie County Sex Offender Community Notification Core Team, which is comprised of representatives from local law enforcement, the Wisconsin Department of Corrections, and the Outagamie County District Attorney's Office.

The following are highlights of the Sex Offender Address Verification Program in 2018:

- Officers conducted 24 home visits of known registered sex offenders in Grand Chute.
- Officers verified the residency of 10 newly placed registered sex offenders.
- Officers conducted two investigations into non-compliant registered sex offenders.
- Officers participated in 10 Sex Offender Community Notification Core Team meetings.

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 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.
- "No Shave November," which collected funds for Special Olympics.
- Our fourth annual Junior Police Academy.
- "Shop with a Hero," an event sponsored by Meijer stores that pairs underprivileged children with area heroes to shop for holiday gifts for themselves and their families.

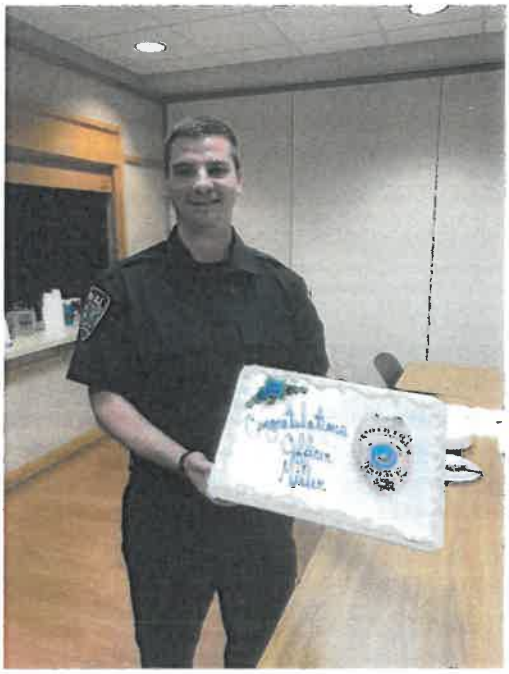
The photos, below, provide a glimpse of our community outreach efforts.

Organizational Improvement

Since 2014, 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 242 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 36 police agencies in the state to have achieved professional law enforcement accreditation out of more than 550 eligible law enforcement agencies statewide. In December 2016, the department underwent a comprehensive audit by WILEAG, which culminated with our reaccreditation for a three-year period in February 2017. In 2019, we will begin the process of renewing our accredited status for another three-year period.

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 2018, we were fortunate to make several great additions to our staff. These include police officers Austin Weisnicht, Adam Miller, Josh Kislewski, Leah Johnson, and Eduardo Patino-Vera; records clerk Leah Kramer; property and evidence technician Kali Draeger; crossing guard George Latza; and community service officers Dylan Davis, Dylan Lantagne, and Lucas Gruenstern.



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.

Department of Public Works

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 for the maintenance and development of the Town's public parks, forestry 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 **126.70 miles of local roads** and adjacent right-of-way, 6 bridges, and 9 signalized intersections. Eleven full-time personnel – Director, Deputy Director, Public Works Superintendent, Office Coordinator, Administrative Assistant, Shop Foreman, Fleet Mechanic, Street Foreman, and three equipment operators staff the Highway division. Two part-time and two 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 began two major urbanization projects as well as the construction of a new road section in 2018. Gillett Street from Capitol Drive to Elsner Road was urbanized with the addition of curb and gutter, storm sewer, multi-modal facilities, and street lighting. Casaloma Drive from STH 15 to Prairie Song Lane was urbanized with the addition of curb and gutter, storm sewer, multi-modal facilities, and street lighting. Included with the Casaloma project was the addition of a roundabout at Victory Lane, storm sewer on Amberwood Lane, and the restoration of the Bentwood Ponds. Both the Gillett Street and Casaloma projects will be surfaced and restored in early 2019. Finally, Westhill Boulevard was extended north of STH 96. This project also included fairly extensive work on STH 96 in order to accommodate the new turning movements and traffic.

WINTER MAINTENANCE In 2018, the highway crew addressed 13 snow events greater than 1 inch. 1248 tons of salt and 17,523 gallons of salt brine were used on the Town's roadways. We are purchasing salt brine from Outagamie County. The salt brine is applied to roads as an anti-icing application prior to storms. **The annual per capita cost of snow removal in the Grand Chute was $14.49.** The Winter Maintenance 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.

Capital Equipment

In 2018, two **pickup trucks** (image below) were purchased as replacements. One is primary used by the Deputy Director of Public Works for surveying and field operations, and the other is used for fleet maintenance operations.

(Images below, left to right, top to bottom) a **Slope Mower** was added to the fleet to assist with retention pond and highway overpass mowing. A **Rotary Deck Mower** tractor attachment was purchased to assist with noxious weed and brush control throughout the Town. A replacement **Z-Turn Mower** and **Stand-On Mower** where also purchased to increase mowing production in the parks and other green space areas. The new mowers feature improved fuel economy with reduced carbon emissions.

All outdated/replaced vehicles and equipment in 2018 were sold via a public on-line auction site with a net return exceeding $54,360.

Parks, Recreation and Forestry

PARKS The Town of Grand Chute Park and Recreation Department is responsible for maintenance and operation of eight active parks with the amenities shown in the Town of Grand Chute Matrix posted on the Town website. The Town also has four "pocket parks" (small landscaped areas with a sitting area) in various locations along our paved bike/pedestrian trails. Seven personnel – Director, Deputy Director, Park Foreman, Office Coordinator, Administrative Assistant, and two park maintenance workers staff the Park division. One part-time and seven seasonal employees assist with the park maintenance, recreation program, grounds maintenance and winter maintenance operations. The Parks Department employees maintain the parks, sports fields, urban forest, and trails. Improvements made to the park facilities in 2018 include:

Arrowhead Park – The north, east and south parking lots were resurfaced. Drainage improvements to the storm sewer and grading will preserve the new pavement.

Patriot Park – New park signs were installed, along with mounted garbage and recycling cans.

Carter Woods Park – A new three row bleacher was added to the pickleball court, mounted garbage and recycling cans were installed.

Town Center Park – The name became official in 2018 and signage was added on the building and at the entrance. Landscape improvements and the construction of a children's play area were approved. Acoustic panels were added to the building to improve the sound.

Thank you to those who generously donated in 2018 toward Town Center Park:

Jonathan & Joy Hagen	Antonette Buchinger	Henry Krokosky & Charlotte Schall-Krokosky
Dalton Carpet Outlet, Inc.	Travis, Julie, & Ana Thyssen	
VFW Post 8642	Kimberly-Clark Foundation	

FORESTRY The Forestry Department removed 75 trees and planted 120 trees along the town rights-of-way. Crews removed many problem trees from Art Lecker Park during the fall. A Chainsaw safety course was hosted by the Forestry Department at Town Center Park.

A Toro Zero Turn mower and a bed edger were added to the Park Department fleet of equipment.

RECREATION In 2018 the Parks and Recreation Department expanded the Recreation program offerings by adding fitness classes and the Touch-A-Truck event, while continuing to offer Tennis Lessons and the Summer Adventure Camp.

Summer Adventure Camp field trips consisted of the NEW Zoo, a high school drama production, Bay Beach, bowling, Mulberry Lane Farms, and Plamann Park swimming.

We want to thank our 2018 sponsors for their generosity in supporting the Summer Adventure Camp:

A1 Recyclers	Century 21 Acre Realty	Mar Tet Leasing
B&K Auto Enhancement	Konz Wood Products	Metal Products
L&S Truck Center	Batteries Plus	Carow Land Survey
Valley Screen Printing Inc.	Suess Electronics	OMNNI Associates
Herrling Clark Attorneys	Oral & Maxillofacial Surgery	Matthews Tire
East Wisconsin Savings Bank	Culvers Family Restaurant	Grand View Family & Cosmetic Dentistry
Lowney's Landscaping	Gill & Gill SC	
Natural Healthy Concepts	Christensen & Wisnet Inc.	
Floors By Roberts	Nussbaum Chiropractic	

A Fox Cities Cycling Association donation and Community Foundation Grant funds were used to procure two bike Fix It Stations. One station is along the trail on Grand Chute Blvd and the other is along the trail at the Fox Valley Technical College (FVTC). Town urbanization projects extended trails along Casaloma Drive between STH 15 and Capitol Drive and along Gillett Street between Capitol Drive and Elsner Road.

A Comprehensive Outdoor Recreation Strategy (CORS) is a formal document designed to assist the Town in development of parks and open space to satisfy the needs of our citizens. The report establishes goals and objectives consistent with National Recreation and Park Association (NRPA) guidelines. The Grand Chute Comprehensive Outdoor Recreation Strategy was adopted by the Grand Chute Town Board on December 18, 2018. This long range planning document guides the department in appropriately servicing the community with park and recreation services. The previous document identified gaps in the provision of facilities and activities to be considered in 2014 through 2018. The Town's policy is to update the plan every five years to provide guidance concerning park and recreation facilities and operations and to meet the requirements of the Wisconsin Department of Natural Resources for grant funding eligibility. The new plan will address the years 2019 through 2023.

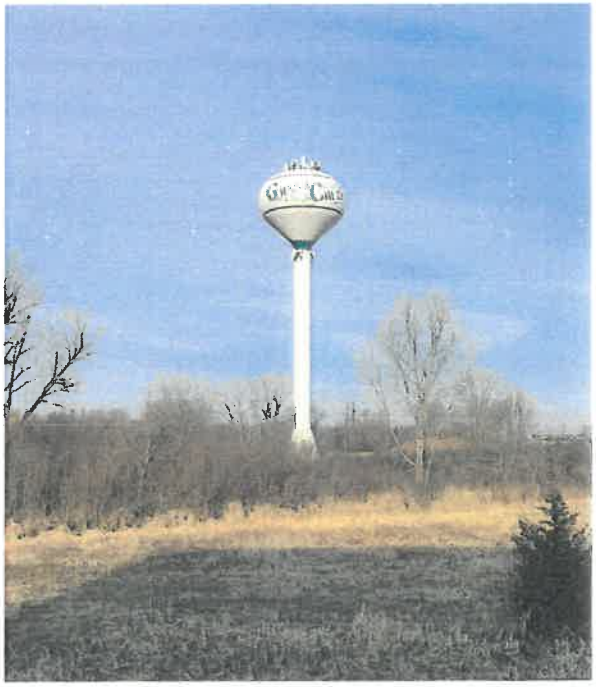
The following is a participant breakdown by park and recreation session:

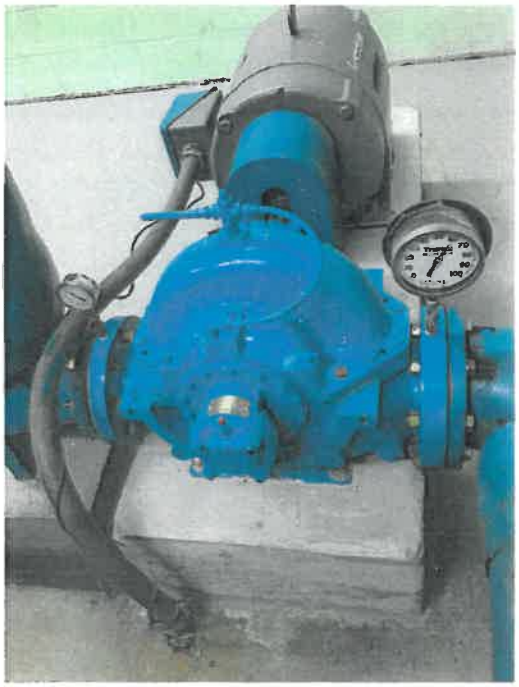
Activity	Session	Participants
Arrowhead Park Summer Adventure Camp	Wednesday AM Session 9:00-12:00 Ages 4-12	18
Arrowhead Park Summer Adventure Camp	Wednesday PM Session 12:00-4:00 Ages 4-12	16
Patriot Park Summer Adventure Camp	Thursdays PM Session-1:00-4:00 Ages 4-12	37
Lions Park Summer Adventure Camp	Tuesday AM Session-9:00-12:00 Ages 4-12	22
Lions Park Summer Adventure Camp	Tuesday PM Session-1:00-4:00 Ages 4-12	16
Prairie Hill Park Summer Adventure Camp	Thursdays AM Session-9:00-12:00 Ages 4-12	21
Lions Park Tennis Lesson	Grades 4-6	4
Lions Park Tennis Lesson	All Ages	6
Town Center Park Fall Fitness	Max Intervals	12
Town Center Park Fall Fitness	Tai Chi	12
Town Center Park Winter Fitness	Zumba	12
Town Center Park Winter Fitness	Yoga Flow	17
Town Center Park Winter Fitness	Tai Chi	15

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

The Utility Division was staffed by the Public Works Director, Deputy Director of Public Works, Public Works Superintendent, Office Coordinator, Account Clerk, Administrative Assistant, five full-time and one 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 **124.57 miles of water main**, 1,395 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. Town employees installed 147 new meters and removed 11 meters. There were 8,663 meters in place at the end of 2018 ranging in size from 5/8" to 6" in size. Sanitary District No. 1 continues to focus on the cause and correction required to reduce undocumented water loss. Purchased and sold water is being tracked closely, as well as known water losses such as main/service leaks and fire department use. Ordinance 523-7F (2) requires private water distribution systems to perform a full leak detection survey every 4 years. In addition, the Town has implemented a program to check 25% of the public system each year. In November 2018 the Sanitary Commission approved a contract with AECOM to perform a Non-Revenue Water Study. Staff met with AECOM in late 2018 to put a plan in place for night-time flow tests and water loss isolation in 2019.





Sanitary District No. 1 continued its cross-connection program in 2018 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.

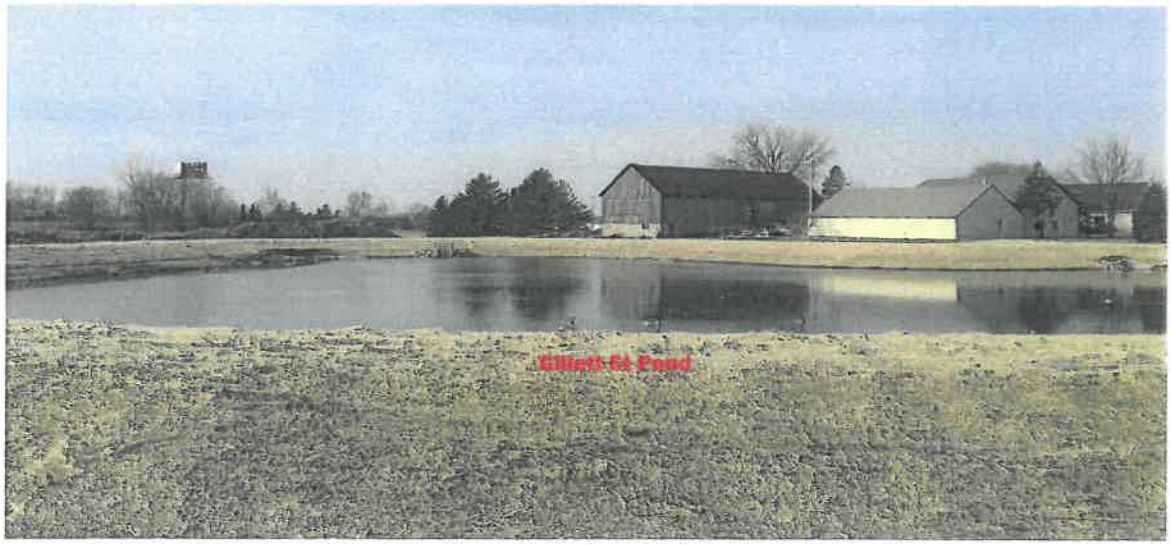
Sanitary District No. 1 received a letter from the Public Service Commission of Wisconsin (PSC) in October 2018 recommending both a Simplified Rate Case (SRC) and a Conventional Rate Case (CRC). A SRC Application was submitted to the PSC and accepted in November 2018. This allows for implementation of a 3% rate increase effective February 1, 2019. Schenk will be completing an overall rate study of Sanitary Districts 1, 2, and 3 in 2019.

SANITARY DISTRICT NO. 2 In 2018 the Grand Chute sanitary sewer system consists of **124.06 miles of sewer main**, 2,347 manholes (including the areas east of Richmond Street), and 10 lift stations. Sanitary District No. 2 will continue with its sewer main cleaning program that is projected to clean approximately 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. There are 235 well meters in service that measure the well water.

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 **72.82 miles of storm sewer**, 1,599 manholes, and 2,350 catch basins. 14.01 square miles of Grand Chute was classified in 2018 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 permit. The reissuance of the General Permit has updated and increased the requirements of 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 and biofilters. 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 2018. 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 Town-Wide Stormwater Quality Management Plan of Action was completed in 2018.

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 2018. 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/REU) of impermeable surface area that is measured on each property.



Annual Report Data

HIGHWAY	
Utility ROW Service Permits	234
Road Reconstruction & Paving (Lane Miles)	2.44 Miles
Road Crack Filling (Lane Miles)	0.50 Miles
SANITARY DISTRICT NO. 1	
Water Purchased from the City of Appleton	981.06 Million Gallons
Average Daily Use	2.69 Million Gallons
Peak Daily Use	3.46 Million Gallons
Water Permits Issued	125
Water Main Breaks	7
Water Service Repairs	4
Hydrants Flushed	1,395
Valves Exercised	400
Water Meters in Service	
• Residential	7,174
• Commercial	1,271
• Industrial	17
• Public Authority	27
• Multi-Family	174
SANITARY DISTRICT NO. 2	
Average Daily Flow	2.76 Million Gallons
Sewer Permits Issued	122
Length of Sewer Pipe Cleaned	102,771 Feet
Length of Sewer Pipe Televised (2018 Program)	57,069 Feet
SANITARY DISTRICT NO. 3	
Street Sweepings (2018 Program)	369 Yards
Water Used for Street Sweeping (2018 Program)	54,660 Gallons
Stormwater Permits Issued	125
REU Totals by Classification	
• Residential	6,836
• Commercial	18,995
• Industrial	1,232
• Public Authority	898
• Multi-Family	1,220

Grand Chute
Department of Public Works

Cost Summary by Task Type

Task Type		Labor Hours	Labor Cost	Equipment Cost	Material Cost	Contractor Cost	Overhead Cost	Total Cost	%
002	Building Maintenance	356.8	$12,986.36	$1,815.23	$0.00	$0.00	$0.00	$14,801.59	0.9%
030	Forestry	328.5	$10,143.91	$8,263.38	$0.00	$0.00	$0.00	$18,407.29	1.1%
003	Ground Maintenance	1,640.3	$34,281.12	$57,675.13	$0.00	$0.00	$0.00	$91,956.25	5.4%
004	Inspection	940.5	$29,195.86	$7,850.71	$0.00	$0.00	$0.00	$37,046.57	2.2%
017	Leave	3,682.2	$118,122.13	$0.00	$0.00	$0.00	$0.00	$118,122.13	7.0%
005	Maintenance	4,078.0	$114,016.22	$51,754.17	$0.00	$0.00	$0.00	$165,770.39	9.8%
006	Miscellaneous	2,430.0	$83,992.29	$4,202.69	$0.00	$0.00	$0.00	$88,194.98	5.2%
007	Park Building Maintenance	863.5	$24,109.27	$8,614.99	$0.00	$0.00	$0.00	$32,724.26	1.9%
008	Park Ground Maintenance	2,241.5	$49,873.26	$61,771.20	$0.00	$0.00	$0.00	$111,644.46	6.6%
029	Private Flushing	32.0	$877.36	$474.58	$0.00	$0.00	$0.00	$1,351.94	0.1%
009	Repair	1,552.0	$53,234.87	$30,577.52	$0.00	$0.00	$0.00	$83,812.39	4.9%
010	Service/Customer	1,061.8	$35,255.31	$12,097.37	$0.00	$0.00	$0.00	$47,352.68	2.8%
011	Services	1,080.0	$30,151.25	$30,552.53	$0.00	$0.00	$0.00	$60,703.78	3.6%
027	Sewer Services	1,669.1	$50,476.80	$33,309.06	$0.00	$0.00	$0.00	$83,785.86	4.9%
024	Stormwater Maintenance	957.8	$29,171.20	$30,523.96	$0.00	$0.00	$0.00	$59,695.16	3.5%
012	Street Maintenance	3,231.0	$97,038.55	$52,976.26	$0.00	$0.00	$0.00	$150,014.81	8.8%
013	Structure Repair/Maintenance	97.3	$3,143.11	$577.50	$0.00	$0.00	$0.00	$3,720.61	0.2%
019	Summer Park Activities	711.0	$10,064.83	$1,162.72	$0.00	$0.00	$0.00	$11,227.55	0.7%
014	Telemetry	27.0	$1,155.71	$100.99	$0.00	$0.00	$0.00	$1,256.70	0.1%
015	Trail Maintenance	141.3	$3,463.80	$2,862.25	$0.00	$0.00	$0.00	$6,326.05	0.4%
016	Vehicle Maintenance	4,033.0	$151,318.42	$2,951.31	$0.00	$0.00	$0.00	$154,269.73	9.1%
022	Water Services	1,718.9	$52,859.68	$20,078.72	$0.00	$0.00	$0.00	$72,938.40	4.3%
028	Winter Maintenance	2,860.3	$128,710.60	$153,763.57	$0.00	$0.00	$0.00	$282,474.17	16.6%
Task Types:	23	35,733.4		$573,955.84		$0.00		$1,697,597.72	
			$1,123,641.88		$0.00		$0.00		

Cost Summary by Task Type

Building Maintenance	0.9%
Forestry	1.1%
Ground Maintenance	5.4%
Inspection	2.2%
Leave	7.0%
Maintenance	9.8%
Miscellaneous	5.2%
Park Building Maintenance	1.9%
Park Ground Maintenance	6.6%
Private Flushing	0.1%
Repair	4.9%
Service/Customer	2.8%
Services	3.6%
Sewer Services	4.9%
Stormwater Maintenance	3.5%
Street Maintenance	8.8%
Structure Repair/Maintenance	0.2%
Summer Park Activities	0.7%
Telemetry	0.1%
Trail Maintenance	0.4%
Vehicle Maintenance	9.1%
Water Services	4.3%
Winter Maintenance	16.6%
Total:	100.0%

Grand Chute
Department of Public Works

2018 Task Summary Hours — Labor Hours

Water Operations

Bstr Insp/Pump Equipment Repair		
624	Booster Stations-Inspection	105.5
624-1	Pump Equipment Repair	8
Hydrant/Gate Valve Repair/Maintenance		
677	Hydrant Flushing-Private	32
677-1	Gate Valves Repair	6
677-2	Hydrant Repair	39
677-3	Gate Valve-Maintenance	11.5
677-4	Hydrant-Maintenance	77.5
677-5	Hydrant Flushing-Town	355.25
677-6	Hydrant Valves	3
701-3	Water Shop Work	2
Pump Equipment Maintenance		
633	Pump Equipment-Maintenance	5
Service and Stop Boxes		
319	Meeting	0.5
4140	Training	4.75
631-2	Wash Vehicles	12
673-4	Water Valve-Maintenance	1
675-2	Stop Box Repair	156.25
675-4	Stop Box-Maintenance	36
675-5	Services-Maintenance	318
675-6	Service Repair	253.25
675-7	Water Lateral Connection Inspection	31.5
701-1	Locating-Water	1164.75
704-1	Water Sample Collection	7
Watermain Rpr& Inspec/Water Valve Repair		
662	Watermains-Inspection	178.5
662-1	Watermain Repair	390.25
662-2	Water Valves Repair	100.5
673-4	Water Valve-Maintenance	2
701-1	Locating-Water	2
Tower Maintenance		
661	Towers-Inspection	30.5
672	Towers-Maintenance	15.25
Maintenance-Bstrs,Watermain, Water Valves		

308	Winter Plowing	2	
319	Meeting	4.5	
626	Booster Ground Maintenance	6.25	
800	Booster Telemetry	42.25	
4140	Training	6	
631-2	Wash Vehicles	2	
663-2	Install New Meter	3	
673-1	Booster Station Maintenance	82	
673-3	Watermain-Maintenance	991.75	
673-4	Water Valve-Maintenance	80	
701-1	Locating-Water	536.62	
701-3	Water Shop Work	7	
704-1	Water Sample Collection	235	
Meters			
676	Meter Testing	153.5	
4140	Training	11.5	
663-1	Remove/Replace Meter	79	
663-2	Install New Meter	272.25	
676-2	Meter Repair	41	
701-3	Water Shop Work	24	
902-1	Read Meters	34.5	
Water General			
4140	Training	3	
701-1	Locating-Water	15.5	
701-3	Water Shop Work	9	
LEAVE	Leave	16	
LVE1&2	LEAVE WATER AND SEWER	757.66	
Tap Installations			
664-2	Tap Installation-Inspection	13	
	Water Total		**6777.03**

Sewer Operations

Sewer Operations			
101	Lift Station-Telemetry	27	
106	Ground Maintenance-Location Specific	3	
308	Winter Plowing	3	
319	Meeting	1	
633	Pump Equipment-Maintenance	4	
810	Sewer Main-Inspection	146.25	
815	Sewer Manhole-Inspection	13	
820	Vactoring	391	

825	Sewer Main-Repair	25.5	
830	Sewer Manhole-Repair	24	
835	Lift Station-Inspection	279.75	
840	Sewer Main-Maintenance	67	
845	Sewer Manhole-Maintenance	15.5	
850	Lift Station Repair	354.75	
860	Lift Station-Maintenance	122.75	
880	Pump Equipment-Repair	14	
881	Pump Equipment-Sewer Maintenance	12.5	
2332	Landscaping-Maintenance	3	
4140	Training	41.75	
6250	Sewer Lateral Connection Inspection	33.75	
6280	Training -Sewer	14.75	
106-1	Mowing	0.5	
307/308	Plowing and Salting	2	
631-2	Wash Vehicles	6	
702-1	Locating-Sewer	1278.13	
LEAVE	Leave	21	
LVE1&2	LEAVE WATER AND SEWER	715.48	
	Sewer Total		**3620.36**

STORMWATER OPERATIONS

Stormwater

309	Culvert-Maintenance/Repair	54	
311	Ditch-Maintenance	211.75	
319	Meeting	6	
403	Inspection	1.5	
506	Stormwater Maintenance	130.25	
510	Winter Maintenance	1	
511	Haul Sweepings	8.5	
516	Drainage	143.25	
642	Locating-Storm	28	
870	Storm Sewer M.H. Maintenance	68.5	
871	Curb Inlet Maintenance	85	
872	Storm Lateral Connection Inspection	22.75	
880	Pump Equipment-Repair	18	
900	Pond Maintenance	19	
106-1	Mowing	16	
	Stormwater Total		**813.5**

CEMETERY OPERATIONS

Cemetery

2110	Ground Maintenance - Cemetery	8	
2115	Mowing Cemetery	15.5	
2332	Landscaping-Maintenance	5	
106-1	Mowing	16.25	
	Cemetery Total		**44.75**
ELECTION OPERATIONS			
Election			
2210	Election	153	
4120	Equipment Prep	1	
	Election Total		**154**
FORESTRY OPERATIONS			
Forestry			
1400	Storm Clean Up	21.5	
4110	Brush Cutting	43	
4115	Chipping	467	
4120	Equipment Prep	11.25	
4125	Herbicide Application	1	
4130	Office Work Forestry	12	
4135	Pesticide Application	15.5	
4140	Training	72.25	
4150	Tree Inspection-Town	29.25	
4155	Tree Maintenance	142.5	
4160	Tree Planting	4	
4165	Tree Removal	182	
4175	Tree Trimming	144	
4180	Watering	75	
	Forestry Total		**1220.25**
HIGHWAY OPERATIONS			
Highway			
103	Road Side-Ground Maintenance	534.5	
105	Outlot-Maintenance	2	
106	Ground Maintenance-Location Specific	126	
202	Building Maintenance-Location Specific	11.5	
302	Shoulder-Maintenance	55	
304	Street Sweeping	120.5	
305	Pot Hole Patching	534.5	
307	Winter Salting	648.73	
308	Winter Plowing	875.27	
311	Ditch-Maintenance	91	
312	Paving	35.75	

315	Highway Office Work	660
316	Haul Snow	91
317	Refuse and Recycling Maintenace	667.5
319	Meeting	43.5
401	Patrol	115.25
403	Inspection	91
501	Sign Repair/Maintenance	507.25
507	Trash Pick Up	46
508	Mailbox Damage Repair	4
510	Winter Maintenance	883.25
511	Haul Sweepings	17
513	Snow Removal-Miscellaneous	18
517	Surface/Base	285.25
518	Pavement Markings & Line Striping	276
601	Tire Pick Up	29
1100	Work for other Municipality	15.5
1400	Storm Clean Up	46.5
2000	Curb Damage Repair	4.5
2302	Animal Control	5.5
2304	Bridge-Maintenance/Repair	14
2306	Building Maintenance - Location Specific	3.5
2310	Dri Zorb Collection	8
2312	Employee Compliance Testing	2
2314	Equipment Prep - Highway	5
2318	Guard Rail-Street Maintenance	20.5
2322	Hot Patch	106.75
2324	Highway Maintenance Miscellaneous	152.25
2328	Inventory - Highway	7.5
2332	Landscaping-Maintenance	187.5
2810	Anti-Icing	73.5
4110	Brush Cutting	6.5
4115	Chipping	14.5
4120	Equipment Prep	62.5
4140	Training	57.25
106-1	Mowing	354.5
106-2	Town Mowing for State	57
307/308	Plowing and Salting	1022
308-1	Plow Cul-De-Sacs	9.75
403-1	Long Grass Complaints	26
403-2	Utility ROW Permits Compliance	2

631-2	Wash Vehicles	206.75	
LEAVE	Leave	46	
LVEHWY	LEAVE HWY	954.63	
Shop			
319	Meeting	1.5	
602	Shop Work	2632	
705	Shop Work - Office	1095.75	
2306	Building Maintenance - Location Specific	4	
2314	Equipment Prep - Highway	1	
4120	Equipment Prep	6.25	
4140	Training	41	
631-2	Wash Vehicles	18.5	
LEAVE	Leave	20	
LVESHOP	LEAVE SHOP	464.9	
	Highway Total		**14525.53**

MUNICIPAL BUILDING OPERATIONS

Municipal Buildings			
102	Lot-Ground Maintenance	2	
106	Ground Maintenance-Location Specific	129.5	
202	Building Maintenance-Location Specific	345.25	
307	Winter Salting	1.5	
308	Winter Plowing	3.75	
319	Meeting	24.25	
501	Sign Repair/Maintenance	1.25	
510	Winter Maintenance	1	
517	Surface/Base	1	
1500	Special Events	22.5	
2210	Election	46.25	
2332	Landscaping-Maintenance	24	
4120	Equipment Prep	10.5	
4140	Training	15	
106-1	Mowing	34.75	
307/308	Plowing and Salting	13.75	
631-2	Wash Vehicles	5.5	
	Municipal Buildings Total		**681.75**

PARK DEPARTMENT OPERATIONS

Parks			
307	Winter Salting	2.5	
308	Winter Plowing	62	
319	Meeting	16.75	

403	Inspection	5.5
507	Trash Pick Up	4
510	Winter Maintenance	17
513	Snow Removal-Miscellaneous	7.5
1500	Special Events	34
4105	Arbor Day	18
4110	Brush Cutting	1
4120	Equipment Prep	56
4125	Herbicide Application	11
4135	Pesticide Application	3
4140	Training	122.25
4145	Tree Inspection-Park	28.75
4180	Watering	40.5
4205	Ball Diamond Maintenance	135.5
4210	Park Building Cleaning	1505.75
4215	Building Maintenance - Park	345.5
4220	Flower Bed Maintenance	40.5
4225	Pick up Grass	1
4230	Park Ground Maintenance-Location Specific	2044
4235	Herbicide Application - Park	5.5
4240	Ice Rink Maintenance	115.5
4245	Inventory - Park	2.5
4250	Landscape Maint - Mulching	62.5
4255	LEAVE PARK	645.27
4260	Meeting - Park	64.75
4265	Park Office Work	1041.75
4275	Playground Maintenance	51.75
4280	Pocket Parks	6
4285	Plowing in Parks	8
4290	Training - Parks	1.5
4298	Watering - Parks	1
106-1	Mowing	3
631-2	Wash Vehicles	12.5
902-2	Park Building Maintenance-Location Specific	451.25
LEAVE	Leave	41.25
Trails		
106	Ground Maintenance-Location Specific	1
106-1	Mowing	5
307/308	Plowing and Salting	20
4410	Trail-Maintenance-Location Specific	141.25

Grand Chute

Department of Public Works

Summer Park Program

4260	Meeting - Park	2	
4310	Summer Rec Park Program	711	
	Park Total		**7896.27**
	Grand Total		**35733.44**