



Plan Commission

335 South Broadway

Regular Meeting

De Pere, WI 54115
<http://www.de-pere.org>

Agenda

Monday, August 24, 2015	7:00 PM	De Pere City Hall Council Chambers
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Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Plan Commission** of the City of De Pere will be held on **August 24, 2015** at **7:00 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

Call to Order

1. Roll Call.
2. Approval of the minutes of the July 27, 2015 Plan Commission meeting.
3. A Public Hearing on the proposed boundary and project plan amendment to Tax Incremental Financing District #8 is scheduled for 7:00 p.m.
 - A. Notice of Public Hearing
 - B. Review of Boundary and Project Plan Amendment for Tax Incremental Financing District #8
 - C. Resolution PC15-01, Recommending Adoption of the Boundary and Project Plan Amendment (#2) for Tax Incremental Financing District #8*
4. A Public Hearing on the proposed creation of Tax Incremental Financing District #11 is scheduled for 7:00 p.m., or as soon thereafter as can be heard.
 - A. Notice of Public Hearing
 - B. Review of Tax Increment Financing Plan for Tax Incremental Financing District #11
 - C. Resolution PC15-02, Recommending the Adoption of the Boundaries of Tax Incremental Financing District #11 and the Adoption of the Tax Incremental Financing District #11 Project Plan*
5. A Public Hearing on the proposed creation of Tax Incremental Financing District #12 is scheduled for 7:00 p.m., or as soon thereafter as can be heard.
 - A. Notice of Public Hearing
 - B. Review of Tax Increment Financing Plan for Tax Incremental Financing District #12
 - C. Resolution PC15-03, Recommending the Adoption of the Boundaries of Tax Incremental Financing District #12 and the Adoption of the Tax Incremental Financing District #12 Project Plan*
6. Land and Location Proposal for De Pere Fire Station 3.*

7. Review of the Precise Implementation Plan for 43,800 sqft Commercial Office Building located off of Lawrence Dr. Applicant: Mau & Associates. *
8. Review and Action for the Property at 1535 N. Ashland Avenue (Drift Inn) for modification of Building Design and Construction Requirements.
9. Review and Recommendation on Street Width Policy – Residential Urban Streets.
10. Review and Action on Updated BID Bylaws.*
11. Review and Action on the 2016 De Pere Business Improvement District Operating Plan.*
12. Future Agenda Items.

Adjournment

*** Items with an asterisk require City Council approval.**

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the City Planner's office at 339-4043 by Noon on Monday, August 24, 2015 so that arrangements can be made.

AGENDA SENT TO:

Plan Commission Members
Alderspersons
News Media
Joint Review Board Members
Mau & Associates
Festival Foods
Lost Dauphin Prop LLC
LD Properties II, III & IV LLC
West De Pere Clinic LLC
LCN Capital Partners LP
IPC Properties LLC
Humana Insurance Company
Alliance Construction
The Drift Inn

City of De Pere, Wisconsin



Request For Plan Commission Action

MEETING DATE: August 24, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Approval of the minutes of the July 27, 2015 Plan Commission meeting.

ATTACHMENTS:

- PC_Jul2015_Minutes_Draft (PDF)



Plan Commission

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Monday, July 27, 2015

7:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 7:00 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
Derek Beiderwieden	Commissioner	Present	
James Boyd	Aldersperson	Present	
Jim Kalny	Commissioner	Present	
Larry Lueck	Aldersperson	Excused	
Elizabeth Runge	Commissioner	Excused	
Steve Taylor	Commissioner	Present	
Michael J. Walsh	Mayor	Present	

Also present: City Planner Sarah Wallace, City Administrator Larry Delo and members of the public.

2. Approval of the minutes of the June 22, 2015 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Steve Taylor, Commissioner
AYES:	Beiderwieden, Boyd, Kalny, Taylor, Walsh
EXCUSED:	Larry Lueck, Elizabeth Runge

3. Land and Location Proposal for De Pere Fire Station 3.*

This item will be postponed until a future Plan Commission meeting.

RESULT:	WITHDRAWN
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4. Review the Conditional Use Application for St. Norbert College, to allow for food trucks.*

City Planner Sarah Wallace provided an overview of the conditional use request and staff comments.

Steve Taylor motioned, seconded by Jim Kalny, to approve the conditional use.

Discussion followed regarding the distinction between college-owned property and public right-of-way, the parking lot at Fourth St and Marsh, and concern about allowing food trucks in areas that contain residential housing. City Administrator Larry Delo suggested that the Commission could set parameters/boundaries as part of its recommendation to Council as a way to address that concern.

Derek Beiderwieden motioned, seconded by Mayor Walsh, to open the meeting for public comments. Upon vote, motion carried unanimously.

Kristee Becker, St. Norbert College Director of Risk and Property Management, and Amy Sorenson, SNC Chief of Staff, addressed the board. They explained that it was never the college's intention to put food trucks in residential areas, only college-owned roadways. They were interested in using the Fourth St parking lot because of the adjacent practice fields, but if conditions are set to exclude it, they would be amenable. The impetus for the request is the college's SNC Day festival. Campus

food service and local restaurants already provide food for the event, but the college would like to provide more options. Food trucks are more portable than getting vendor booths placed; the college anticipates no more than five trucks for the event. The conditional use application requests year-round permission to give the college flexibility to use food trucks at other events such as conferences or tournaments. Resident Jim Anderson stated that while he is not opposed to food trucks, he does not want to see them parked in any green space. He stated that there are already enough students parking in green spaces. He suggested that the conditional use, if granted, should limit the food trucks to specific parking lot areas.

Matt Lutsey, owner of Waseda Farms, voiced his support for the conditional use. He feels it is a great opportunity for growth, and would provide more opportunities for small businesses and local farm-to-table operations. If done right, it would be a good thing for the community.

Mayor Walsh motioned, seconded by Derek Beiderwieden, to return to regular order. Upon vote, motion carried unanimously.

Derek Beiderwieden motioned, seconded by Jim Kalny, to amend the conditional use request to include a defined boundary within which food trucks would be allowed. Discussion followed regarding the areas to be excluded which contain residential structures. Staff will create a map with the proposed boundaries to present with the recommendation to Council. Upon vote, motion carried unanimously.

James Boyd requested that the record reflect that the Plan Commission is not taking a position on the allowance of food trucks city-wide, but only for special events held on St. Norbert College property.

Derek Beiderwieden motioned, seconded by Jim Kalny, to approve the conditional use as amended, and forward to Council for approval. Upon vote, motion carried unanimously.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Jim Kalny, Commissioner
AYES:	Beiderwieden, Boyd, Kalny, Taylor, Walsh
EXCUSED:	Larry Lueck, Elizabeth Runge

5. Review the Site Plan application for a 4,803 sq.ft. addition to Cyntrx, parcel ED-F0081-3 (2080 Profit Place). Application: Smet Investments LLC.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Beiderwieden, Boyd, Kalny, Taylor, Walsh
EXCUSED:	Larry Lueck, Elizabeth Runge

6. Review the CSM Application for a single lot CSM on Scheuring Rd. Surveyor: Excel Engineering Inc.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Beiderwieden, Boyd, Kalny, Taylor, Walsh
EXCUSED:	Larry Lueck, Elizabeth Runge

7. Review the CSM Application for an extraterritorial CSM for 2 lot CSM in the Town of Lawrence. Surveyor: Vande Hei.*

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Steve Taylor, Commissioner
AYES:	Beiderwieden, Boyd, Kalny, Taylor, Walsh
EXCUSED:	Larry Lueck, Elizabeth Runge

Adjournment

Mayor Walsh motioned, seconded by Derek Beiderwieden, to adjourn the meeting at 7:30 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 24, 2015

DEPARTMENT: Joint Review Board

FROM: Judith Schmidt-Lehman

SUBJECT: B. Review of Boundary and Project Plan Amendment for Tax Incremental Financing District #8

ATTACHMENTS:

- Mayor & PC - TID 8-8-19-15 (DOCX)
- TID 8 Boundary and Project Plan Amendment (DOC)

CITY OF DE PEREMEMO

To: Michael J. Walsh, Mayor
Members of the Plan Commission
From: Lawrence Delo, City Administrator
Judith Schmidt-Lehman, City Attorney
RE: Public Hearing to Act on Amendment #2 to Tax Incremental Financing District #8
Date: August 19, 2015

The City of De Pere needs to amend the boundary and project plan for Tax Incremental Financing District #8 (TID #8) to include several parcels and adjacent infrastructure improvements. The amendment will allow the City to provide various incentives for new development projects within the TID boundary. Plan details will be outlined during the public hearing.

We recommend approval of the Resolution recommending adoption of the TID #8 boundary and plan amendment and ask that it be submitted to the Common Council for its approval following the statutory requirements.

JSL:jld

H:\jdupont\Memos\2015\Mayor & PC - TID 8-8-19-15.docx

Attachment: Mayor & PC - TID 8-8-19-15 (3840 : District #8 Review)

City of De Pere, Wisconsin

Boundary and Project Plan Amendment

for

Tax Incremental Financing District No. 8

Recommended by the City Plan Commission (Anticipated)

August 24, 2015

Adopted by the Common Council (Anticipated)

September 1, 2015

Adopted by Joint Review Board (Anticipated)

September 25, 2015

Prepared by:

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Section A Introductions

Wisconsin's Tax Incremental Law was created to help cities and villages rehabilitate blighted areas and improve or develop industrial sites. In creating Wisconsin's Tax Incremental Law, the State Legislature expressed its concern that cities and villages had neither the incentive nor the financial resources necessary to carry out projects that benefited not only the city or village, but all jurisdictions which share in the tax base.

The Tax Incremental Law gives cities and villages the authority, under certain conditions, to designate a specific area within its boundaries as a Tax Incremental Financing District and requires them to prepare a plan to develop or redevelop the District. Cities or villages may use all increased property taxes generated by the increased property value generated by such development or redevelopment to pay for eligible costs, which they incur to improve the District. This law assumes that all governmental units that tax properties within the District will eventually benefit from the increased value which will be generated. The municipality that created the District is allowed to retain the increased taxes generated during the existence of the District to pay for the costs of the public improvements.

State Statute places certain limitations on the creation of Tax Incremental Financing Districts. Only whole parcels of property that are assessed for general property tax purposes and which are contiguous can be included within a District. In addition, at least fifty per cent (50%) of the real property in a District must meet at least one of the following criteria:

1. It is a blighted area;
2. It is an area in need of conservation or rehabilitation work;
3. It is an area suitable for industrial sites and has been zoned for industrial use; or
4. It is an area suitable for mixed-use development.

It also must be found that:

1. The improvement of the area is likely to enhance significantly the value of substantially all the other real property in the District;
2. The project costs relate directly to eliminating blight, directly serve to rehabilitate or conserve the area or directly serve to promote industrial and/or mixed use development; and
3. The equalized value of taxable property of the District plus the value increment of all existing Districts does not exceed 12 percent of the total equalized value of taxable property within the City.

Before a Tax Incremental Financing District can be created, a Joint Review Board, which is comprised of representatives of the authorities having the power to levy taxes in the District and one public member, must approve the municipality's action relative to the creation of the District.

A Tax Incremental Financing District shall terminate when the earlier of the following occurs:

1. That time when the City has received aggregate tax increments with respect to such District in an amount equal to the aggregate of all project costs under the Project Plan and any amendments to the Project Plan for such District.
2. Twenty years after the District is created for mixed use TIDs.
3. The local legislative body, by resolution, dissolves the District, at which time the City shall become liable for all unpaid project costs actually incurred, except this paragraph does not make the City liable for any tax incremental bonds or notes issued.

The Boundary and Project Plan Amendment for Tax Incremental Financing District No. 8, "the District," in the City of De Pere has been prepared in compliance with s. 66.1105(4), Wisconsin Statutes. TID No. 8 is defined by the boundary shown on Map 1 found on Page 12. Pursuant to s. 66.1105(4)(f), the Boundary and Project Plan Amendment shall include:

- A statement listing the kind, number and location of all proposed public works or improvements within the district;
- an economic feasibility study;
- a detailed list of estimated project costs;
- a description of the methods of financing all estimated project costs;
- the time when the related costs or monetary obligations are to be incurred;
- a map showing existing uses and condition of real property in the district;
- a map showing proposed improvements and uses in the district;
- proposed changes of zoning ordinances, master plan, if any, maps, building codes and city ordinances;
- a list of estimated non-project costs;
- a statement of the proposed method for the relocation of any persons to be displaced;
- an indication as to how creation of the tax incremental district promotes the orderly development of the city/village;
- an analysis of the overlying taxing districts;
- a map showing the district boundaries; and
- an opinion of the city attorney advising whether the plan is complete and complies with s. 66.1105(4)(f), Wisconsin Statutes.

Section B Statement Listing the Kind, Number, and Location of All Proposed Public Works or Improvements Within and Outside of the District

The public works and improvement activities located within the Tax Incremental Financing District No. 8 are listed on Table I found on page 3, which provides a listing of all District activities; and Map 3 on Page 14, which shows the location of the proposed project costs, public works and improvements. The estimated project costs shall be refined as future development occurs and specific project activities are undertaken. Any economic incentives granted will be consistent with the TIF statutory requirements.

A. Capital Costs for Development of the TID:

Capital costs most often include projects located within the boundaries of the District. Infrastructure costs for projects located outside of the District, benefiting or necessary for the development within the District may also be eligible District projects. Such costs must be shared in a reasonable manner relating to the amount of benefit to the District, or within a one-half mile radius of the District. Infrastructure costs may include:

1. Land acquisition, relocation, and building demolition to facilitate development or redevelopment within the District.
2. Street construction or reconstruction, installation/upgrading of sanitary sewer, water, and storm water infrastructure to facilitate development or redevelopment.
3. Installation or improvements to other utilities including electric, natural gas, telecommunications, cable TV, fiber optic, etc.
4. Construction of sidewalks, trails and other related improvements to facilitate pedestrian travel in and around the District.
5. Installation/construction of landscaping improvements, streetscaping, and wayfinding.

B. Administrative Costs:

Administrative costs may include, but are not limited to, a portion of City staff time, consultants and others directly involved with planning and administering of the District over the statutory expenditure period.

C. Organization Costs:

Organization costs may include, but are not limited to, financial consultant fees, attorneys, engineers, planners, surveyors, appraisers, and other contracted services related to the District. This shall also include the District economic or environmental feasibility studies, traffic studies, preparation of this Project Plan, financial projections, preliminary engineering to determine project costs, maps, legal services, and other payments made which are necessary or convenient to the District.

D. Financing Costs:

Financing costs include interest, finance fees, bond discounts, bond redemption premiums, bond legal opinions, bond fees, ratings, capitalized interest, bond insurance and other expenses related to financing.

The previous activities shall provide necessary facilities and incentives that should enable and encourage development and redevelopment within the District. A detailed list of estimated project costs, including anticipated year of installation, is included in Table I.

TID NUMBER EIGHT - TABLE I
Proposed Project Costs, Public Works and Improvements
Boundary and Project Plan Amendment Only

	Total	2015	2016	2017	2018-2028
Capital Costs					
Public Improvements	1,500,000				1,500,000
½ Mile Road Improvements	1,000,000				1,000,000
Subtotal	2,500,000				2,500,000
Developer Cash Grant	2,500,000	0	0	208,333	2,291,667
Administrative Costs					
City staff/consulting	80,000	15,000	5,000	5,000	55,000
10% admin/eng					
Other Costs					
Financing Costs					
Interest costs of money	794,192				794,192
Total	5,874,293	15,000	5,000	213,333	5,640,859

Section C Local Action

Before a Tax Incremental Financing District can be created and/or modified, the City Plan Commission must hold a public hearing(s) on the proposed creation and/or amendment of the District, the proposed boundaries thereof and the proposed Project Plan for the District. The public hearing on the creation and/or amendment of and the boundaries for the District may be held separately from or concurrent with a public hearing on the proposed Project Plan. The City has chosen to hold the public hearings concurrently. After the public hearing, the City Plan Commission must submit the recommended Tax Incremental Financing District boundaries and Project Plan, as amended, to the local legislative body for action if it desires to create and/or amend a District. Before adopting such resolution, the local legislative body may amend both the proposed District boundaries and Project Plan.

The Public Hearing for the Boundary and Project Plan Amendment has been scheduled for the Plan Commission on August 24, 2015. Notice of the Public Hearing has been scheduled for publication in the De Pere News on August

12, 2015 and August 16, 2015 and has been sent to all taxing entities. The resolution approving the District modification will be introduced to the Common Council for approval on September 1, 2015.

State Statutes require the City seeking to amend a Tax Incremental Financing District convene a Joint Review Board (JRB) to review the proposal. The first meeting of the JRB must be held prior to the public hearing. For any Tax Incremental Financing Districts proposed by the City of De Pere, the membership of the Joint Review Board shall consist of a representative chosen by the City, a representative chosen by the County, a representative chosen by the Technical College District, a representative chosen by the School District, and one public member. The public member and the chair of the JRB must be selected by a majority vote of the other JRB members. It is the responsibility of the JRB to review the public record, planning documents and the resolution passed by the local legislative body creating the District, and to either approve or not approve such resolution based on certain criteria by a majority vote after receiving the resolution. The first meeting of the JRB regarding the Boundary and Project Plan amendment will be August 18, 2015, with the final meeting to act on the Common Council's resolution anticipated for Tuesday, September 15, 2015.

Capacity to Create Tax Incremental Districts

In 2004 the State Legislature amended the Tax Incremental Financing Law to allow up to 12% of the total equalized value of taxable property within the City be included within Tax Incremental Districts. The City of De Pere's 2015 total equalized value is 1,898,625,300. The City can include up to twelve percent (12%) of the total equalized value of the community in existing and new tax incremental finance districts. 12% of the City's equalized value is \$227,835,036.

The City has 6 outstanding Tax Incremental Districts, including the original TID 8, with \$131,721,400 of total TID increment. The Boundary and Project Plan Amendment is expected to be \$25M of value. Therefore, this district can be created within the 12% capacity limit enacted by statute. The Department of Revenue will certify the values in the proposed tax incremental district to confirm compliance with this requirement.

The City should carefully monitor the annual growth within this district and existing districts, as well as the capacity to create additional districts.

Section D General Description of Tax Incremental District Number 8

The original purpose of Tax Incremental Financing District Number 8 was to be the primary public financing tool for development of the Hwy 41 area and expansion of the Humana business site in the City of De Pere. Within the boundaries of this Tax Incremental District are sites suitable for industrial, business/office development and existing business expansion. The Boundary and Project Plan Amendment will include 6 additional lots to the boundaries of the original District. The project boundaries are described in the next section.

The proposed projects within the District shall include the installation of streets, utilities and stormwater system within the proposed Hwy 41 area. The City also reserves the right to provide future cash grants for reimbursement of utility extension, road extension, storm sewer grading work and other eligible costs for individual building constructions. Should any cash grants be provided, a full review of the request will be performed to verify need for assistance.

Future phases of the District pertaining to the Boundary and Project Plan Amendment include the development of 6 lots to be included within the amended boundaries. The proposed projects within the territory amendment may include road improvements, within the district and within a ½ mile area, and public improvements located within and near the Tax Incremental District. Potential future cash grants for reimbursement to developers for eligible construction costs are also anticipated. Should any cash grants be provided, a full review of the request will be performed to verify need for assistance.

With the adoption of the Boundary and Project Plan Amendment, the City Common Council is enabled to make TIF-eligible expenditures for development of these areas, as well as off-site expenditures if they are related to the District. The Project Plan provides the City with the authority to utilize tax increment to finance the public improvements, but does not require the City to provide financial assistance to any business/developer.

Section E District Boundary

The boundaries of the amended Tax Incremental Financing District Number 8 are shown on Map 1 on Page 13 and are further described in Appendix A. The District includes the properties with the following identification numbers and legal descriptions:

Original Project Plan

WD-D0033	NE1/4 SW1/4 SEC 31 T23N R20E EX HWY & EX 10 CSM 329 & PART OF SE1/4 NW1/4 LYG SE OF USH 41 & LYG SW OF 10 CSM 329
WD-D0035-1	Part of LOT 1 OF 10 CSM 329 BNG PRT OF SE1/4 NW1/4, SW1/4 NE1/4 NW1/4 SE1/4, NE1/4 SW1/4 & GOVT LOT 2 ALL IN SEC 31 T23N R20E EX RD IN 1803016
WD-D0036	GOV'T LOT 1 SEC 31 T23N R20E LYG SELY OF U.S. HIGHWAY 41 EX 1777349
WD-D0037	GOV'T LOT 2 S31 T23N R20E EX 10 CSM 329 & EX 1777349
WD-D0035	NW1/4 SE1/4 SEC 31 T23N R20E EX 10 CSM 329
WD-D0034	NE1/4 SE1/4 SEC 31 T23N R20E EX PRT SELY OF HWY & PRT OF NW1/4 SW1/4 SEC 32 T23N R20E NWLY OF LAWRENCE DR EX 10 CSM 317 & EX 1775115
WD-D0038	LOT 1 OF 10 CSM 317 BNG PRT OF SE1/4 NE1/4 SEC 31 & BNG PRT OF SW1/4 NW1/4 & BNG PRT OF NW1/4 SW1/4 SEC 32 T23N R20E
WD-364-D-502-3	LOT 3 OF 41 CSM 72 BNG PART OF LOT 2 DEPERE BUSINESS PARK
WD-364-D-502-2	LOT 2 OF 41 CSM 72 BNG PART OF LOT 2 DEPERE BUSINESS PARK & LOT 2 OF 9 CSM 331 BNG PRT OF SW1/4 NW1/4 SEC 32 T23N R20E
WD-364-D-502	DEPERE BUSINESS PARK LOT 2 EX PRT DEDICATED TO THE PUBLIC & EX 41 CSM 72
WD-D0031	LOT 1 OF 10 CSM 321 BNG PRT OF NE1/4 SEC 31 T23N R20E
WD-364-D-534	DEPERE BUSINESS PARK OUTLOT 2 & PRT OF LOT 1 EXCEPTED & RETAINED IN J12912-35
WD-364-D-533	DEPERE BUSINESS PARK OUTLOT 1
WD-364-D-501-1	LOT 4 OF 51 CSM 219 BNG PRT OF LOT 1 OF DEPERE BUSINESS PARK
WD-364-D-501-2	LOT 1 OF 51 CSM 219 BNG PRT OF LOT 1 OF DEPERE BUSINESS PARK

In addition to the parcels listed above, the boundaries of the proposed District shall include Southbridge from Lawrence Drive to French Road.

Boundary and Project Plan Amendment

WD-L436-2	LOT 1 OF 43 CSM 271 BNG PRT OF SUBD OF WILLIAMS GRANT LOT 59
WD-L438-8	SUBD OF WILLIAMS GRANT PART OF LOT 61 DESC IN J01169-15
WD-L437-11	SUBD OF WILLIAMS GRANT PART OF LOT 60 DESC IN 730 R 520 EX HWY & EX 1788748 FOR HWY
WD-L438-9	LOT 2 OF 47 CSM 173 BNG PRT OF WILLIAMS GRANT LOT 61
WD-364-D-504	DEPERE BUSINESS PARK LOT 4 EX 19 CSM 183 & EX 25 CSM 62 & EX 22526-34 & EX 33 CSM 248 & EX 39 CSM 72
WD-364-D-501-2	LOT 1 OF 51 CSM 219 BNG PART OF LOT 1 OF DEPERE BUSINESS PARK

Section F Economic Feasibility Study**Purpose**

The purpose of the economic feasibility study is to determine if the projected revenues generated from the District as a result of the proposed development can finance the costs associated with the implementation of the Project Plan.

General Development Description

This section focuses on the new development projections and corresponding incremental new value. These projections have been prepared based on assumptions provided by the City and proposed developer.

The tax increment revenue projections in this section are based on the potential development of certain buildings and/or sites to accommodate land uses. The development projections are based on information provided by the proposed developer along with an understanding of the general market conditions and feasibility within the area. Any change in the type or size of buildings in the proposed site plan would result in expected increases and/or decreases in projected revenues. The current projected development of the tax incremental district is summarized in Table II below.

TID NUMBER 8 – TABLE II
Projected Development
Boundary and Project Plan Amendment Only

PROJECT	Incremental Value	Expected Date of Construction
Lot 1	\$9,000,000	2015
Lot 2	\$5,000,000	2017
Lot 3	\$4,000,000	2017
Lot 4	\$3,000,000	2017
Lot 5	\$1,000,000	2018
Lot 6	\$3,000,000	2016
Total	\$25,000,000	

The City has estimated that the first lot within the proposed Boundary Amendment will create incremental new value of approximately \$9.0 million, and the City may consider entering into an assessment agreement to guarantee this value. Projected development of the remaining lots of the amended territory is still in preliminary stages with build out estimates outlined in the table above. Future projections are based on a site plan and anticipated buildout of the District which includes highway business/office, office and light industrial development. The site plan includes 6 total developable lots within the amended territory. Our estimates of incremental new value are based on the provided square footages and business types. Using that information, we estimate that the incremental new value of the amended territory will be approximately \$25 million. The incremental value estimates will be refined as additional information on projected future build outs becomes available.

The objective of the District is to facilitate the development of new industrial sites, expansion of existing businesses, installation of public improvements and meet the needs of several business prospects. We anticipate that prospective businesses may be required to sign individual development agreements prior to any City-incurred development expenditures, specifically any cash grants. The economic feasibility projections are based on the utilization of approximately 20 years of the allowed tax increment collection period, which is the maximum for mixed use TIDs.

The economic feasibility analysis should be considered as a baseline projection that is annually monitored to ensure projected targets are met. The purpose of the annual monitoring is to determine that total incremental value has been achieved rather than whether a specific identified project created those increments. Future public borrowing and/or expenditures should be based on this annual review process. It is the intent of this Project Plan to maximize the potential of Tax Incremental Financing District Number 8 to accomplish the proposed public improvements identified in Table I found on Page 3.

Table II and Map 5 summarize the development assumptions that have been used in the economic feasibility analysis. These projections have been prepared based on information received from the developer and City staff. The projections in Table II include assumptions on square footage and business type for Phases 2 and 3 and expanded project area that have been proposed in preliminary site plans. Assumptions of the taxable value by type of use (i.e., industrial or commercial) are based on a review of comparable real estate values.

The incremental new value projections included in Table II are not total construction cost estimates, but are factored to equate to the anticipated equalized value to which an annual mill rate will be applied. The actual construction costs may be higher than projected value because construction costs may include soft costs not necessarily assessed by the City. Real estate valuation can also significantly fluctuate from year to year. For that reason, there should be an annual review and evaluation of the stability of the increment value prior to making annual borrowing and/or spending decisions.

In compliance with the statutory requirements of tax incremental financing, a finding has been made that the private development activities projected would "not otherwise occur without the use of tax incremental financing." It must be understood that these projected private development increments will not naturally occur without the proactive implementation of this Project Plan. The implementers of the Project Plan will need to be aggressive in stimulating the identified private development projects. The posture cannot be to expect that private developers will have financially feasible projects without implementation of the public improvement activities identified in this Plan.

The economic feasibility analysis for the Boundary and Project Plan Amendment for Tax Incremental District Number 8 is presented in Tables III, IV and V included below. Table III shows the projected tax increments from the District based on the development assumptions made in Table II. The projections assume the total incremental new value will be approximately \$25 million in 2019.

TID NUMBER 8 – TABLE III
Projected Tax Increments
Boundary and Project Plan Amendment Only

	Annual	Cumulative	Total				Annual	
	Increased	Value of New	Estimated		TID	2014	Increment	Total
	Value of New	Buildings &	Taxable	Base	Value	Net Total	Revenue	Projected
Year	Buildings	Improvements	Value	Value	Increment	Tax Rate	/1000	Revenues
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
12/31/2015	-	-	-	\$567,400	\$0	21.820	-	-
12/31/2016	10,750,000	10,750,000	10,750,000	567,400	10,182,600	21.820	-	-
12/31/2017	6,250,000	17,000,000	17,000,000	567,400	16,432,600	21.820	222,184	222,184
12/31/2018	6,500,000	23,500,000	23,500,000	567,400	22,932,600	21.820	358,559	358,559
12/31/2019	2,000,000	25,500,000	25,500,000	567,400	24,932,600	21.820	500,389	500,389
12/31/2020	-	25,500,000	25,500,000	567,400	24,932,600	21.820	544,029	544,029
12/31/2021	-	25,500,000	25,500,000	567,400	24,932,600	21.820	544,029	544,029
12/31/2022	-	25,500,000	25,500,000	567,400	24,932,600	21.820	544,029	544,029
12/31/2023	-	25,500,000	25,500,000	567,400	24,932,600	21.820	544,029	544,029
12/31/2024	-	25,500,000	25,500,000	567,400	24,932,600	21.820	544,029	544,029
12/31/2025	-	25,500,000	25,500,000	567,400	24,932,600	21.820	544,029	544,029
12/31/2026	-	25,500,000	25,500,000	567,400	24,932,600	21.820	544,029	544,029
12/31/2027	-	25,500,000	25,500,000	567,400	24,932,600	21.820	544,029	544,029
12/31/2028	-	25,500,000	25,500,000	25,500,000	-	21.820	544,029	544,029
Totals:	\$ 25,500,000						\$ 5,977,389	\$ 5,977,388

Table IV shows the preliminary cash flow analysis for financing of the proposed public costs for the amendment. The City anticipates financing the proposed project costs through cash grants. Table IV indicates on a preliminary basis that projected tax increments are expected to be sufficient to support the project costs through the maximum term of the district.

The retirement of the District, taking into consideration the assumptions identified in Table I (Proposed Project Costs, Public Works & Improvements) and Table II (Projected Development Assumptions), is based on the property tax collection that was in place at the time of the Public Hearing to be held on August 24, 2015.

The future development assumptions have been based on a review of market conditions that existed in 2015 and beyond related to potential future development. It is expected and recommended that the City annually review the financial condition of Tax Incremental District Number 8. The economic feasibility analysis indicates that the District is feasible, provided the development assumptions have been achieved. The City should not spend at levels projected in Tables I and IV without developer agreements that guarantee repayment of expenditures or without a "risk assessment" that defines the maximum financial exposure the City finds acceptable. The City should analyze the fiscal condition of Tax Incremental Financing District Number 8 on the basis of how well the development assumptions are being met. Decisions to continue spending annually should be based on the status of the district.

TID NO. 8 TABLE IV
Projected Cash Flow
Boundary and Project Plan Amendment Only

TID Year	Assessment Year	Incremental Assessed Value (Land and Improvements)	Projected Total Incremental AV	Annual Incremental Tax Revenue	Estimated City TID Admin Costs	Tax Increment Available for Debt Service	Cumulative Tax Increment	City GO Bond Debt Service	Developer Cash Grant	Annual Tax Increment Available After DS	Cumulative Increment Available After Debt S
6	2014										
7	2015				\$ (15,000)	\$ (15,000)	\$ (15,000)			\$ (15,000)	\$ (15,000)
8	2016	\$10,182,600	\$ 10,182,600	\$ -	\$ (5,000)	\$ (5,000)	\$ (20,000)			\$ (5,000)	\$ (20,000)
9	2017	\$ 6,250,000	\$ 16,432,600	\$ 222,184	\$ (5,000)	\$ 217,184	\$ 197,184		\$ (208,333)	\$ 8,851	\$ (199,482)
10	2018	\$ 6,500,000	\$ 22,932,600	\$ 358,559	\$ (5,000)	\$ 353,559	\$ 550,744		\$ (208,333)	\$ 145,226	\$ (153,756)
11	2019	\$ 2,000,000	\$ 24,932,600	\$ 500,389	\$ (5,000)	\$ 495,389	\$ 1,046,133	(\$329,419)	\$ (208,333)	\$ (42,363)	\$ (196,119)
12	2020		\$ 24,932,600	\$ 544,029	\$ (5,000)	\$ 539,029	\$ 1,585,162	(\$329,419)	\$ (208,333)	\$ 1,277	\$ (194,842)
13	2021		\$ 24,932,600	\$ 544,029	\$ (5,000)	\$ 539,029	\$ 2,124,192	(\$329,419)	\$ (208,333)	\$ 1,277	\$ (193,565)
14	2022		\$ 24,932,600	\$ 544,029	\$ (5,000)	\$ 539,029	\$ 2,663,221	(\$329,419)	\$ (208,333)	\$ 1,277	\$ (192,288)
15	2023		\$ 24,932,600	\$ 544,029	\$ (5,000)	\$ 539,029	\$ 3,202,250	(\$329,419)	\$ (208,333)	\$ 1,277	\$ (191,011)
16	2024		\$ 24,932,600	\$ 544,029	\$ (5,000)	\$ 539,029	\$ 3,741,280	(\$329,419)	\$ (208,333)	\$ 1,277	\$ (189,734)
17	2025		\$ 24,932,600	\$ 544,029	\$ (5,000)	\$ 539,029	\$ 4,280,309	(\$329,419)	\$ (208,333)	\$ 1,277	\$ (188,457)
18	2026		\$ 24,932,600	\$ 544,029	\$ (5,000)	\$ 539,029	\$ 4,819,338	(\$329,419)	\$ (208,333)	\$ 1,277	\$ (187,180)
19	2027		\$ 24,932,600	\$ 544,029	\$ (5,000)	\$ 539,029	\$ 5,358,368	(\$329,419)	\$ (208,333)	\$ 1,277	\$ (185,903)
20	2028		\$ 24,932,600	\$ 544,029	\$ (5,000)	\$ 539,029	\$ 5,897,397	(\$329,419)	\$ (208,333)	\$ 1,277	\$ (184,626)
Total		\$ 24,932,600		\$ 5,977,397	\$ (80,000)	\$ 5,897,397		\$ (3,294,191.52)	\$ (2,500,000.00)	\$ 103,205.46	

Section G Financing

Financing for the proposed projects will be done primarily on a pay-as-you-go basis through developer incentives. With pay-as-you-go financing the developer finances the improvement costs upfront and is reimbursed with future tax increment revenues. TIF borrowing may be done annually or on a project-specific basis and it is not anticipated that the total amount of project costs would be considered for one borrowing.

Tables II, III, and IV, which were also referenced in the Economic Feasibility Study Section, give a summary of project costs, proposed cash flow projections, and projected tax increment revenues on an annual basis during the duration of the District. Current projections indicate that all project costs of the district should be financed by tax increment revenue within the twenty year statutorily-required retirement period. The Boundary and Project Plan Amendment has been written to enable project costs to be completed in order to encourage new development within the District boundaries. An annual analysis should be made to strategize financing alternatives in consideration of potential shortfalls between tax increments collected and debt service required to pay the bonds. Excess tax increments will be available to cover potential shortfalls with repayment to the City prior to retirement of the District. The City anticipates annually reviewing future expenditures and determining economic feasibility prior to authorizing additional expenditures.

The total scope of activities is estimated within the project cost estimates in Table I. Any non-tax revenues received may reduce the applicable TIF project expenditure which, in turn, will reduce the total amount of TIF project costs. This reduction will allow the City more flexibility in determining the timeframe for other project expenditures.

Section H Estimated Non-Project Costs

Non-Project costs are public works projects that may only partly benefit the District or are not eligible to be paid with tax increments, or costs not eligible to be paid with TIF funds. A complete listing of those costs is available in the economic feasibility analysis on page 2.

1. Private Equity

Section I Existing Land Uses and Conditions

Map 2, found on Page 13, has been provided to give a general description of the conditions within the area. Map 4, found on Page 15, is a zoning map that generally describes the existing uses within the District. These two maps should be used in combination when studying the Project Plan.

The map shows that more than fifty percent (50%) of the lands within the TID boundary have been found to be suitable for mixed-use development. The purpose and intent of this district is to encourage mixed-use development.

Section J Proposed Land Use

The land use proposed in Tax Incremental District Number 8 is primarily light industrial and business/office. The proposed TID will promote the orderly development within the City by reducing and/or eliminating under-utilized land uses, while remaining financially feasible for the City to replace such uses with more appropriate uses. Map 5 on Page 16 illustrates the proposed land uses within the district.

Section K Existing and Proposed Zoning

Map 4, found on Page 15, shows the amended TID boundary overlaid onto an existing zoning map.

It is anticipated that many of these zoning districts will remain with their associated parcels unless future proposed uses are in conflict with the existing zoning.

Section L Building Codes and City Ordinances

No changes are currently being anticipated in the City's Building Code or other City codes.

Section M Relocation

No acquisition is anticipated within this district, however if acquisition would occur within Tax Incremental District Number 8 which causes displacements, the City will conform to the requirements as set forth by the Department of Administration and the State of Wisconsin Relocation Laws. If federal funds are used in the relocation process, the federal relocation process will also be followed.

Section N Statement Indicating How Creation of the TID Promotes the Orderly Development of the City of De Pere

The purpose of TID No. 8 is to assist with the expansion of business, commerce, and potentially residential growth within the City of De Pere. The creation of this district should provide a financial resource for the City to promote orderly development by making sites suitable for development that otherwise may not be occurring, by providing new employment opportunities that would not otherwise be available, and, in general, promoting the public health, safety and general welfare. The development stimulated by the use of this TID shall increase the overall tax base of the City, increase employment, increase household income, and generally improve the quality of life in the City.

Section O Findings

- A. A minimum of 50% of the area occupied by real property within TID No. 8, as amended, is suitable for industrial development.
- B. The improvement of TID No. 8 is likely to significantly enhance the value of substantially all of the other real property in the district.

- C. The project costs relate directly to promoting mixed use development, consistent with the purpose for which the district is created.
- D. The equalized value of taxable property of TID No. 8, plus the value increment of all existing districts, does not exceed 12% of the total equalized value of taxable property within the City.

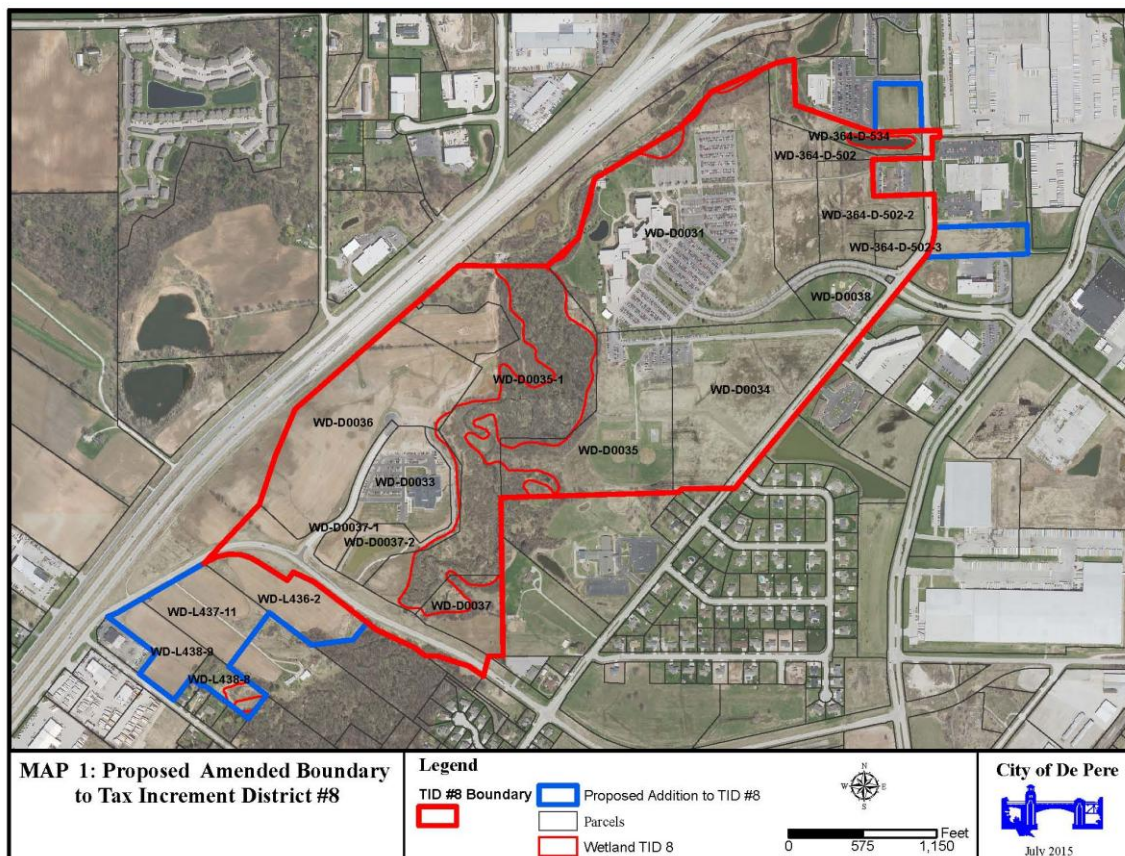
Section P City Attorney Opinion

I, , City Attorney for the City of De Pere, Wisconsin, do hereby state that I have reviewed the Boundary and Project Plan Amendment for Tax Incremental Finance District Number 8, City of De Pere, Wisconsin, dated, and in my opinion, it is complete and complies with Section 66.1105, Wisconsin Statutes.

City Attorney

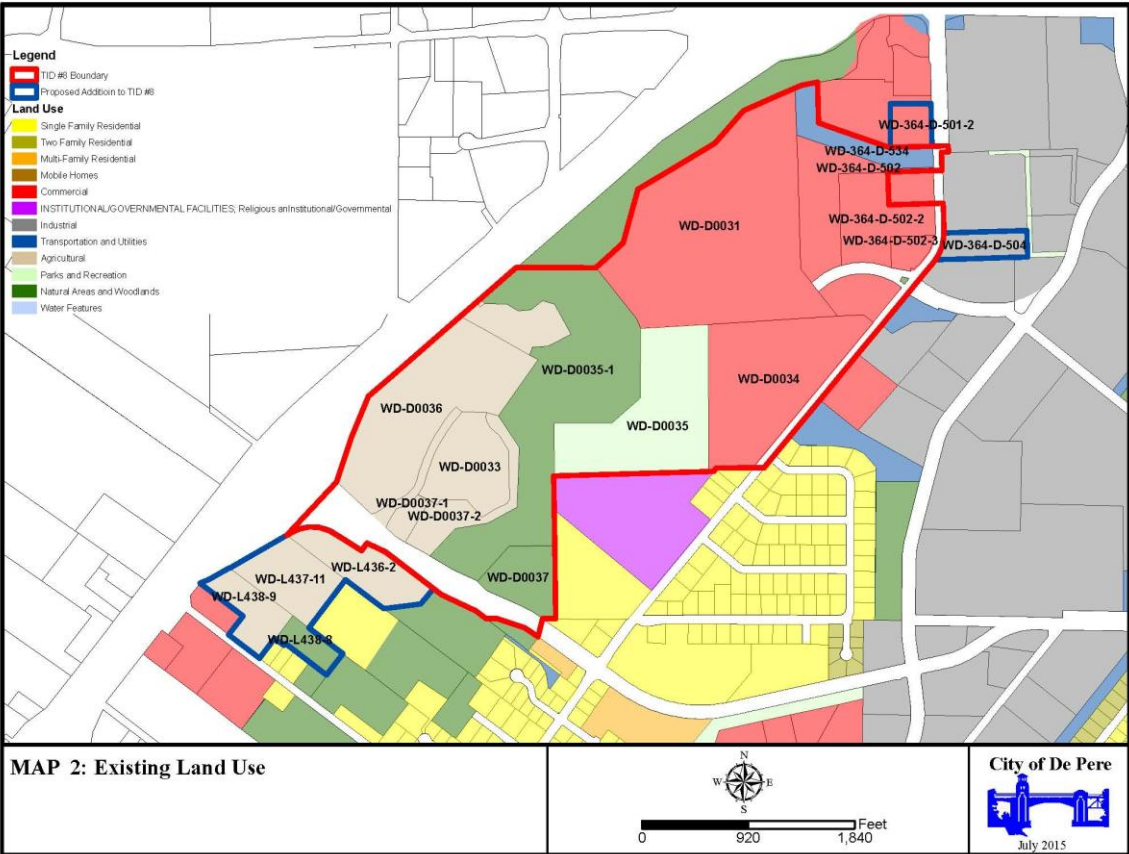
MAP 1 -- TAX INCREMENTAL FINANCING DISTRICT NUMBER 8 BOUNDARY

BOUNDARY AND PROJECT PLAN AMENDMENT 2015



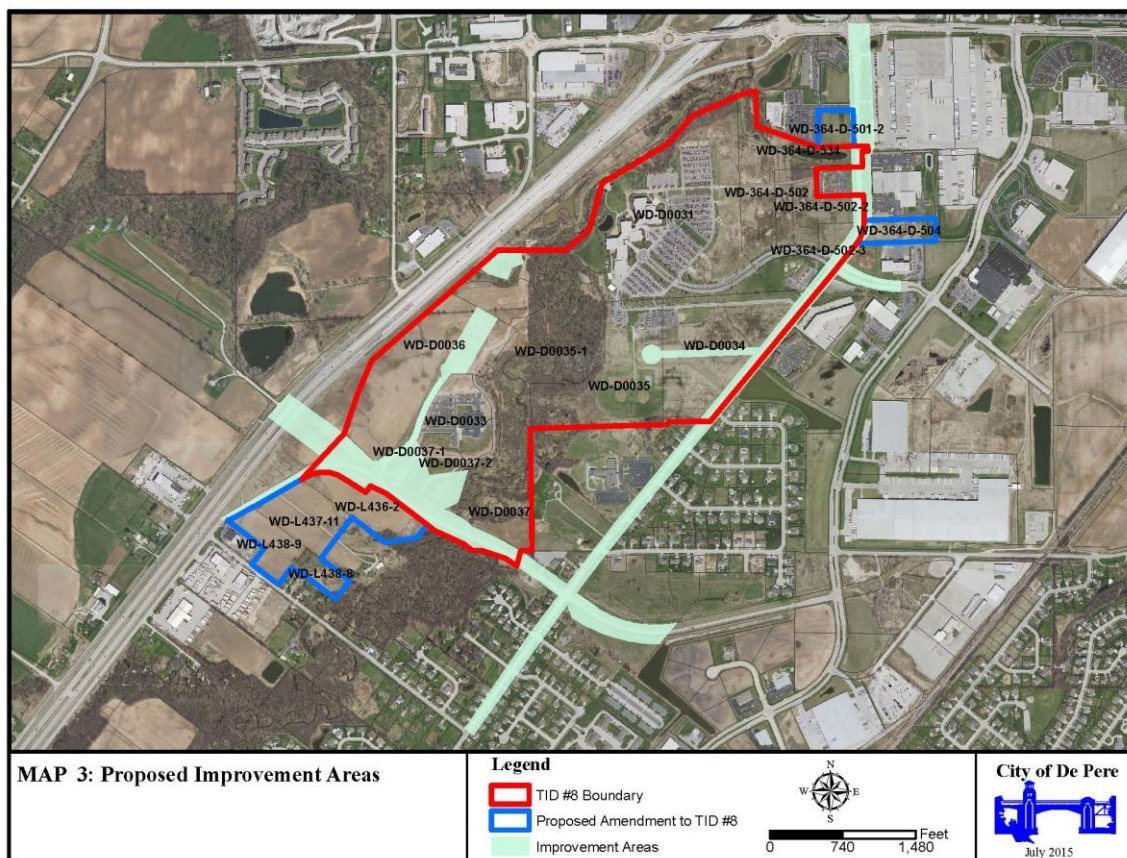
Attachment: TID 8 Boundary and Project Plan Amendment (3840 : District #8 Review)

**MAP 2 – EXISTING LAND USE & CONDITIONS
BOUNDARY AND PROJECT PLAN AMENDMENT 2015**



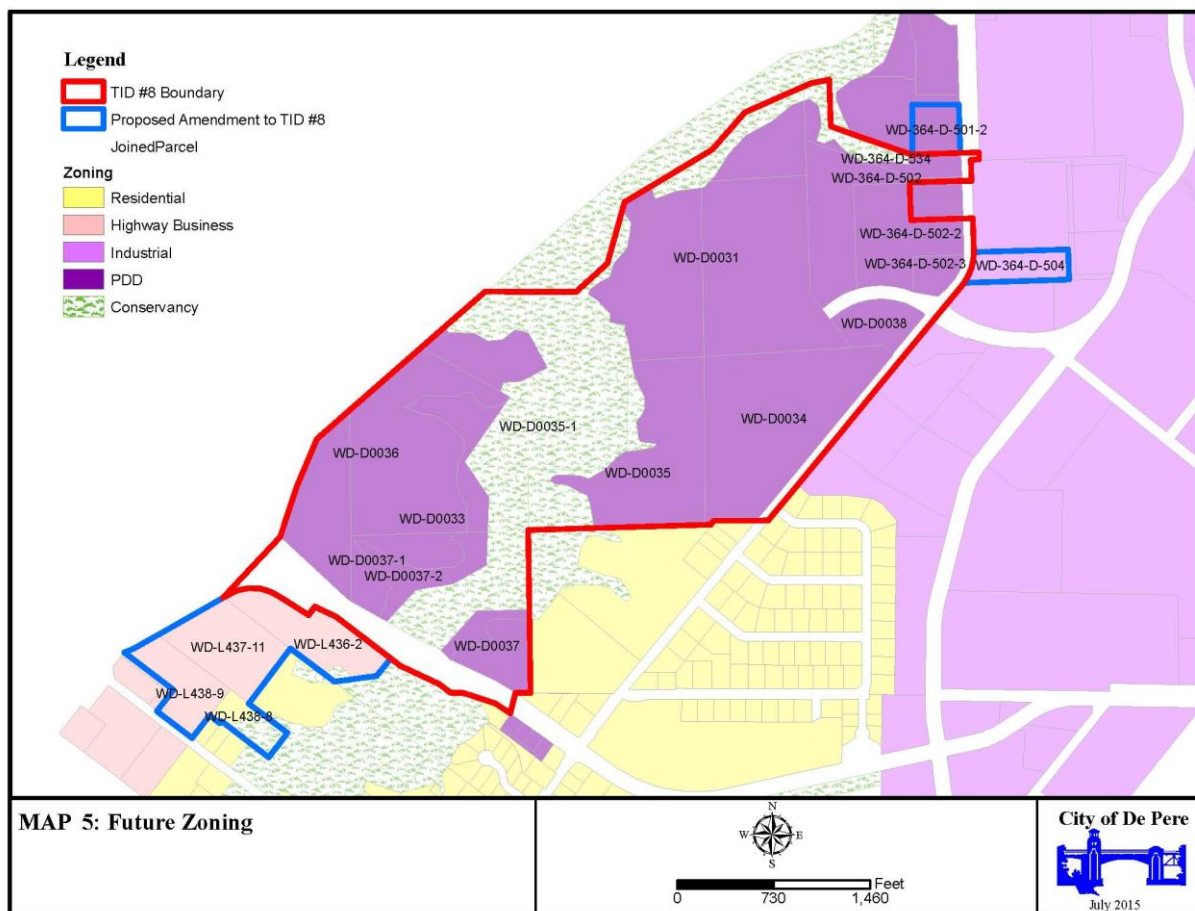
Attachment: TID 8 Boundary and Project Plan Amendment (3840 : District #8 Review)

MAP 3 – LOCATION OF PROPOSED PUBLIC IMPROVEMENTS BOUNDARY AND PROJECT PLAN AMENDMENT 2015



Attachment: TID 8 Boundary and Project Plan Amendment (3840 : District #8 Review)

MAP 5 – PROPOSED LAND USE & ZONING BOUNDARY AND PROJECT PLAN AMENDMENT 2015



Attachment: TID 8 Boundary and Project Plan Amendment (3840 : District #8 Review)

APPENDIX A

LEGAL DESCRIPTION

The description of the proposed modified boundaries of the Tax Incremental District being considered is located in the City of De Pere, Brown County, Wisconsin, generally, more particularly described as follows:

APPENDIX B
PUBLIC HEARING NOTICE

Attachment: TID 8 Boundary and Project Plan Amendment (3840 : District #8 Review)

APPENDIX C

PROOF OF PUBLICATION

(Will be inserted upon receipt from the De Pere News)

Attachment: TID 8 Boundary and Project Plan Amendment (3840 : District #8 Review)



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 24, 2015

DEPARTMENT: Joint Review Board

FROM: Judith Schmidt-Lehman

SUBJECT: C. Resolution PC15-01, Recommending Adoption of the Boundary and Project Plan Amendment (#2) for Tax Incremental Financing District #8*

ATTACHMENTS:

- ResoPC15-01 (DOCX)

PLAN COMMISSION
RESOLUTION #PC15-01

RECOMMENDING ADOPTION OF THE BOUNDARY AND PROJECT PLAN
AMENDMENT (#2) FOR TAX INCREMENTAL FINANCING DISTRICT #8

WHEREAS, a proposed Boundary and Project Plan Amendment (#2) for Tax Incremental Financing District #8 (TID #8) was filed with the City Clerk-Treasurer's office on August 12, 2015 and made available for inspection on weekdays between the hours of 7:30 a.m. and 5:00 p.m., and made available to any person requesting a copy thereof; and

WHEREAS, after Class 2 publication in the City's official newspaper, a public hearing was held pursuant to Wis. Stats. §66.1105(4)(e) on August 24, 2015 at 7:00 p.m., affording interested parties, their agents and attorneys, a reasonable opportunity to express their views on the Boundary and Project Plan Amendment (#2) as provided at Wis. Stats. §66.1105(4)(h); and

WHEREAS, the Plan Commission has determined that the Boundary and Project Plan Amendment (#2) for TID #8 are in conformity with the City's Comprehensive Plan and are in the interest of the City in order to foster logical development and that such development would not occur without such Amendment.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Plan Commission of the City of De Pere, Wisconsin, that:

The Plan Commission of the City of De Pere hereby recommends the designation of the amended district boundaries for Tax Incremental Financing District #8, City of De Pere, as those boundaries which are set forth in the project plan for such District, a copy of which is annexed hereto and incorporated herein as if fully set forth.

BE IT FURTHER RESOLVED THAT:

The Plan Commission of the City of De Pere hereby adopts the amended project plan for Tax Incremental Financing District #8, City of De Pere, as prepared and presented by Springsted, Inc. and City staff; further, that such project plan is hereby

Resolution #PC15-01

Page 2 of 2

submitted to the Common Council of the City of De Pere in accordance with Wis. Stats. §66.1105(4)(f).

Adopted by the Plan Commission of the City of De Pere, Wisconsin, this 24th day of August, 2015.

APPROVED:

Michael J. Walsh, Mayor
Plan Commission Chair

Ayes: _____

Nays: _____

Attachment: ResoPC15-01 (3869 : Resolution PC15-01 (TID 8))



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 24, 2015

DEPARTMENT: Joint Review Board

FROM: Judith Schmidt-Lehman

SUBJECT: B. Review of Tax Increment Financing Plan for Tax Incremental
Financing District #11

ATTACHMENTS:

- Mayor & PC - TID 11-8-19-15(DOCX)
- TID 11 Project Plan (DOC)

CITY OF DE PERE**MEMO**

To: Michael J. Walsh, Mayor
Members of the Plan Commission
From: Lawrence Delo, City Administrator
Judith Schmidt-Lehman, City Attorney
RE: Public Hearing to Act on the Creation of Tax Incremental Financing District #11
Date: August 19, 2015

The City of De Pere is creating a new Tax Incremental Financing District #11 (TID #11). The proposed district is a mixed-use district which picks up vacant properties currently in TID #6, both north and south of Red Maple Road. The project plan outlines potential projects related to the district. The plan summarizes the financing for the projects over the term of the district. Plan details will be outlined during the public hearing.

We recommend approval of the Resolution recommending adoption of the TID #11 boundaries and project plan and ask that it be submitted to the Common Council for its approval following the statutory requirements.

JSL:jld

H:\jdupont\Memos\2015\Mayor & PC - TID 11-8-19-15.docx

Attachment: Mayor & PC - TID 11-8-19-15 (3841 : District #11 Review)

City of De Pere, Wisconsin

Tax Increment Financing Plan

for

Tax Incremental Financing District No. 11

Recommended by the City Plan Commission
Expected August 24, 2015

Adopted by the Common Council
Expected September 1, 2015

Adopted by Joint Review Board
Expected September 15, 2015

Prepared by:

SPRINGSTED INCORPORATED
380 Jackson Street, Suite 300
St. Paul, MN 55101-2887
(651) 223-3000
WWW.SPRINGSTED.COM

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Section A Introductions

Wisconsin's Tax Incremental Law was created to help cities and villages rehabilitate blighted areas and improve or develop industrial sites. In creating Wisconsin's Tax Incremental Law, the State Legislature expressed its concern that cities and villages had neither the incentive nor the financial resources necessary to carry out projects that benefited not only the city or village, but all jurisdictions which share in the tax base.

The Tax Incremental Law gives cities and villages the authority, under certain conditions, to designate a specific area within its boundaries as a Tax Incremental Financing District and requires them to prepare a plan to develop or redevelop the District. Cities or villages may use all increased property taxes generated by the increased property value generated by such development or redevelopment to pay for eligible costs, which they incur to improve the District. This law assumes that all governmental units that tax properties within the District will eventually benefit from the increased value which will be generated. The municipality that created the District is allowed to retain the increased taxes generated during the existence of the District to pay for the costs of the public improvements.

State Statute places certain limitations on the creation of Tax Incremental Financing Districts. Only whole parcels of property that are assessed for general property tax purposes and which are contiguous can be included within a District. In addition, at least fifty percent (50%) of the real property in a District must meet at least one of the following criteria:

1. It is a blighted area;
2. It is an area in need of conservation or rehabilitation work;
3. It is an area suitable for industrial sites and has been zoned for industrial use; or
4. It is an area suitable for mixed-use development.

It also must be found that:

1. The improvement of the area is likely to enhance significantly the value of substantially all the other real property in the District;
2. The project costs relate directly to eliminating blight, directly serve to rehabilitate or conserve the area or directly serve to promote industrial and/or mixed use development; and
3. The equalized value of taxable property of the District plus the value increment of all existing Districts does not exceed 12 percent of the total equalized value of taxable property within the City.

Before a Tax Incremental Financing District can be created, a Joint Review Board, which is comprised of representatives of the authorities having the power to levy taxes in the District and one public member, must approve the municipality's action relative to the creation of the District.

A Tax Incremental Financing District shall terminate when the earlier of the following occurs:

1. That time when the City has received aggregate tax increments with respect to such District in an amount equal to the aggregate of all project costs under the Project Plan and any amendments to the Project Plan for such District.
2. Twenty years after the District is created for mixed use TIDs.
3. The local legislative body, by resolution, dissolves the District, at which time the City shall become liable for all unpaid project costs actually incurred, except this paragraph does not make the City liable for any tax incremental bonds or notes issued.

The Project Plan for Tax Incremental Financing District No. 11, "the District," in the City of De Pere has been prepared in compliance with s. 66.1105(4), Wisconsin Statutes. TID No. 11 is defined by the boundary shown on Map 1 found on Page 12. Pursuant to s. 66.1105(4)(f), the Project Plan shall include:

- A statement listing the kind, number and location of all proposed public works or improvements within the district;

- an economic feasibility study;
- a detailed list of estimated project costs;
- a description of the methods of financing all estimated project costs;
- the time when the related costs or monetary obligations are to be incurred;
- a map showing existing uses and condition of real property in the district;
- a map showing proposed improvements and uses in the district;
- proposed changes of zoning ordinances, master plan, if any, maps, building codes and city ordinances;
- a list of estimated non-project costs;
- a statement of the proposed method for the relocation of any persons to be displaced;
- an indication as to how creation of the tax incremental district promotes the orderly development of the city/village;
- an analysis of the overlying taxing districts;
- a map showing the district boundaries; and
- an opinion of the City attorney advising whether the plan is complete and complies with s. 66.1105(4)(f), Wisconsin Statutes.

Section B Statement Listing the Kind, Number, and Location of All Proposed Public Works or Improvements Within and Outside of the District

The public works and improvement activities located within Tax Incremental Financing District No. 11 are listed on Table I found on page 3, which provides a listing of all District activities; and Map 3 on Page 14, which shows the location of the proposed project costs, public works and improvements. The estimated project costs shall be refined as future development occurs and specific project activities are undertaken. Any economic incentives granted will be consistent with the TIF statutory requirements.

A. Capital Costs for Development of the TID:

Capital costs most often include projects located within the boundaries of the District. Infrastructure costs for projects located outside of the District, benefiting or necessary for the development within the District may also be eligible District projects. Such costs must be shared in a reasonable manner relating to the amount of benefit to the District. Infrastructure costs may include:

1. Land acquisition, relocation, and building demolition to facilitate development or redevelopment within the District.
2. Street construction or reconstruction, installation/upgrading of sanitary sewer, water, and storm water infrastructure to facilitate development or redevelopment.
3. Installation or improvements to other utilities including electric, natural gas, telecommunications, cable TV, fiber optic, etc.
4. Construction of sidewalks, trails and other related improvements to facilitate pedestrian travel in and around the District.
5. Installation/construction of landscaping improvements, streetscaping, and wayfinding.

B. Administrative Costs:

Administrative costs may include, but are not limited to, a portion of City staff time, consultants and others directly involved with planning and administering of the District over the statutory expenditure period.

C. Organization Costs:

Organization costs may include, but are not limited to, financial consultant fees, attorneys, engineers, planners, surveyors, appraisers, and other contracted services related to the District. This shall also include the District economic or environmental feasibility studies, traffic studies, preparation of this Project Plan, financial projections, preliminary engineering to determine project costs, maps, legal services, and other payments made which are necessary or convenient to the District.

D. Financing Costs:

Financing costs include interest, finance fees, bond discounts, bond redemption premiums, bond legal opinions, bond fees, ratings, capitalized interest, bond insurance and other expenses related to financing.

The previous activities shall provide necessary facilities and incentives that should enable and encourage development and redevelopment within the District. A detailed list of estimated project costs, including anticipated year of installation, is included in Table I.

TID NUMBER 11 - TABLE I
Proposed Project Costs, Public Works and Improvements

	Total	2015	2016	2017	2018-2034
Capital Costs					
Southbridge Lawrence-American	305,000		305,000		
Southbridge American-Rail	950,000		950,000		
½ Mile Road Improvements	1,000,000		1,000,000		
Rail Maintenance					
Subtotal	2,255,000		2,255,000		
Developer Cash Grant	4,478,000	0	0	298,533	4,179,467
Administrative Costs					
City staff/consulting	110,000	15,000	5,000	5,000	85,000
10% admin/eng					
Other Costs					
Financing Costs					
Interest costs of money	1,187,083	0	0	92,485	1,094,598
Total	8,030,083	15,000	2,260,000	396,018	5,359,065

** Subject to change based on final financing plan*

Section C Local Action

Before a Tax Incremental Financing District can be created, the City Plan Commission must hold a public hearing(s) on the proposed creation of the District, the proposed boundaries thereof and the proposed Project Plan for the District. The public hearing on the creation of and the boundaries for the District may be held separately from or concurrent with a public hearing on the proposed Project Plan. The City has chosen to hold the public hearings concurrently. After the public hearing, the City Plan Commission must submit the recommended Tax Incremental Financing District boundaries and Project Plan to the local legislative body for action if it desires to create a District. Before adopting such resolution, the local legislative body may amend both the proposed District boundaries and Project Plan. The Public Hearing for the District has been scheduled for the Plan Commission on August 24, 2015. Notice of the Public Hearing shall be published in the De Pere News on August 12, 2015 and August 16, 2015 and

have also been sent to all other taxing entities. The resolution approving the District shall be introduced to the Common Council for approval on September 1, 2015.

State Statutes require the City seeking to create a Tax Incremental Financing District convene a Joint Review Board (JRB) to review the proposal. The first meeting of the JRB must be held within fourteen days after the Notice of the above-referenced hearing(s) is published. For any Tax Incremental Financing Districts proposed by the City of De Pere, the membership of the Joint Review Board shall consist of a representative chosen by the City, a representative chosen by the County, a representative chosen by the Technical College District, a representative chosen by the School District, and one public member. The public member and the chair of the JRB must be selected by a majority vote of the other JRB members. It is the responsibility of the JRB to review the public record, planning documents and the resolution passed by the local legislative body creating the District, and to either approve or not approve such resolution based on certain criteria by a majority vote after receiving the resolution. The first meeting of the JRB is tentatively scheduled for August 18, 2015 with the final meeting to act on the Common Council's resolution anticipated for Tuesday, September 15, 2015.

Capacity to Create Tax Incremental Districts

In 2004 the State Legislature amended the Tax Incremental Financing Law to allow up to 12% of the total equalized value of taxable property within the City be included within Tax Incremental Districts. The City of De Pere's 2015 total equalized value is 1,898,625,300. The City can include up to twelve percent (12%) of the total equalized value of the community in existing and new tax incremental finance districts. 12% of the City's equalized value is \$227,835,036.

The City has 6 outstanding Tax Incremental Districts with \$131,721,400 of total TID increment. This district is expected to be \$47.32M of value. Therefore, this district can be created within the 12% capacity limit enacted by statute. The Department of Revenue will certify the values in the proposed tax incremental district to confirm compliance with this requirement.

The City should carefully monitor the annual growth within this district and existing districts, as well as the capacity to create additional districts.

Section D General Description of Tax Incremental District Number 11

The purpose of Tax Incremental Financing District Number 11 is to be the primary public financing tool for development of a mixed-use area comprising of approximately 36 residential lots, 2 multi-family housing projects, 7 office buildings and 14 industrial buildings and related infrastructure improvements in the City of De Pere. Within the boundaries of this Tax Incremental District are sites suitable for residential, industrial and business/office development. The area is approximately 265 acres in size. The project boundaries are described in the next section.

The proposed project shall include the developments described in the previous paragraph, and are subject to market and actual construction. Proposed project costs within the district are also anticipated to include future cash grants for the individual developments based on City policy. Public improvements shall also include the Southbridge Lawrence-American, Southbridge American-Lost Dauphin, rail maintenance and road improvements/maintenance with ½ mile of the district.

With the adoption of this Project Plan, the City Common Council is enabled to make TIF-eligible expenditures for development of these areas, as well as off-site expenditures if they are related to the District. The infrastructure improvements will provide services to approximately 265 acres of new developable land.

Section E District Boundary

The boundaries of Tax Incremental Financing District Number 11 are shown on Map 1 on Page 12 and are further described in Appendix A. The District includes the properties with the following identification numbers and legal descriptions:

<u>Parcel ID</u>	<u>Legal Description</u>
WD-L183-5	PART OF GOV'T LOTS 1 & 2 SEC 6 T22N R20E & PART OF LOT 110 WILLIAMS GRANT DESC IN 1787776 EX SOUTHBRIDGE ESTATES & EX RD
WD-L183-4	THAT PRT OF LOT 2 OF 58 CSM 266 OUTSIDE OF TIF BNDRY & BNG PRT OF GOVT LOTS 1 & 2 SEC 6 T22N R20E
WD-L183-4-1	THAT PRT OF LOT 2 OF 58 CSM 266 WITHIN TIF BNDRY & BNG PRT OF GOVT LOT 1 SEC 6 T22N R20E EX 59 CSM 285
WD-L179-1	LOT 1 OF 47 CSM 64 BNG PRT OF NW1/4 NW1/4 SEC 5 T22N R20E
WD-L179-2	THAT PRT OF LOT 1 OF 26 CSM 26 LYG SW OF 1747918 BNG PRT OF NW1/4 NW1/4 SEC 5 T22N R20E
WD-L179-3	LOT 1 OF 31 CSM 77 BNG PRT OF NW1/4 NW1/4 SEC 5 T22N R20E & VAC RD IN 1907186 & PRT OF LOT 1 OF 26 CSM 26 E OF 1747918 & EX RD IN 1941155
WD-L179-4	LOT 2 OF 31 CSM 77 BNG PRT OF NW1/4 NW1/4 & BNG PRT OF NE1/4 NW1/4 SEC 5 T22N R20E & EX RD IN 1941155
WD-L179-5	LOT 1 OF 40 CSM 332 BNG PRT OF NW1/4 NW1/4 & BNG PRT OF NE1/4 NW1/4 SEC 5 T22N R20E
WD-L179	NW1/4 NW1/4 SEC 5 T22N R20E EX W 330 FT OF N 510 FT & EX PART IN 1006 R 523 & EX J03046-01 & EX 26 CSM 26 & EX RD & EX 1765485 FOR RD & EX 43 CSM 42 & EX 2091661 & EX 50 CSM 241 & THAT PRT OF GOVT LOT 4 LYG NWLY OF 50 CSM 241
WD-L178-1	LOT 1 OF 58 CSM 29 BNG PRT OF NE1/4 NW1/4 SEC 5 T22N R20E
WD-L178-1-1	LOT 2 OF 58 CSM 29 BNG PRT OF NE1/4 NW1/4 & BNG PRT OF NW1/4 NW1/4 SEC 5 T22N R20E
WD-L178-2	PRT OF NE1/4 NW1/4 & PRT OF NW1/4 NW1/4 & PART OF GOV'T LOTS 3 & 4 ALL LYG NW OF RR IN SEC 5 T22N R20E AS DESC IN J03046-01
WD-L179-7	LOT 1 OF 50 CSM 241 BNG PRT OF GOVT LOTS 3 & 4 & BNG PRT OF NW1/4 NW1/4 SEC 5 T22N R20E EX 2325387
WD-1620	SOUTHBRIDGE BUSINESS PARK 2ND ADDN LOT 17
WD-1621	SOUTHBRIDGE BUSINESS PARK 2ND ADDN LOT 18
WD-1622	SOUTHBRIDGE BUSINESS PARK 2ND ADDN LOT 19
WD-1623	SOUTHBRIDGE BUSINESS PARK 2ND ADDN LOT 20
WD-1624	SOUTHBRIDGE BUSINESS PARK 2ND ADDN LOT 21
WD-1625	SOUTHBRIDGE BUSINESS PARK 2ND ADDN LOT 22
WD-1626	SOUTHBRIDGE BUSINESS PARK 2ND ADDN LOT 23
WD-1379	SOUTHBRIDGE BUSINESS PARK 1ST ADDN LOT 14 EX 2132734
WD-1139	SOUTHBRIDGE BUSINESS PARK OUTLOT 1
WD-1045	DE PERE BUSINESS PARK SOUTH ADDN ALL OF LOT 6 & PART OF

	LOT 5 DESC IN 1756176
WD-1043	LOT 3 OF 41 CSM 100 BNG ALL LOT 4 & BNG PRT OF LOT 3 DE PERE BUSINESS PARK SOUTH & PRT OF LOT 1 OF 41 CSM 100 DESC IN 2580619
WD-1041	LOT 1 OF 52 CSM 114 BNG PRT OF LOTS 1 & 2 OF DE PERE BUSINESS PARK SOUTH ADDN & PRT OF NE1/4 SW1/4 & SE1/4 SW1/4 & NW1/4 SW1/4 SEC 32 T23N R20E
WD-D0076	PART OF NW1/4 SE1/4 SEC 32 T23N R20E LYG NWLY OF RR EX RR SPUR IN 1635973
WD-D0078	THAT PRT OF GOV'T LOT 1 SEC 32 T23N R20E LYG NWLY OF RR
WD-D0075-1	NW1/4 SE1/4 SEC 32 T23N R20E EX RR & EX PRT NWLY OF RR
WD-D0079-11	PRT GOV'T LOT 1 SEC 32 T23N R20E COM SW COR N TO NW COR E TO RR SWLY ALG RR TO MUD CREEK S ALG CREEK TO FOX RIVER ALG RIVER TO S/L W TO BEG EX RR & 186 D 339 & 206 D 36 EX 233 D 440 & EX & EX 298 D 96 & EX 812 R 123 & EX PART NWLY OF RR
WD-D0077	SW1/4 SE1/4 SEC 32 T23N R20E LYG NWLY OF RR
WD-D0074-1	PART OF SE1/4 SW1/4 SEC 32 T23N R20E DESC AS LOT 1 IN 23 CSM 196
WD-D0075-2	SW1/4 SE1/4 SEC 32 T23N R20E EX RR & EX PRT S & W OF ROAD & EX 298 D 96 & EX 812 R 123 & EX PRT NWLY OF RR & EX RD
WD-1049	DE PERE BUSINESS PARK SOUTH ADDN OUTLOT 1
WD-1041-1	OUTLOT 1 OF 52 CSM 114 BNG PRT OF LOT 1 OF DE PERE BUSINESS PARK SOUTH ADDN
WD-L179-5-1	OUTLOT 1 OF 40 CSM 332 BNG PART OF NW1/4 NW1/4 SEC 5 T22N R20E
WD-D0079-A	RR SPUR TRACK R-O-W DEDICATED TO THE PUBLIC IN DE PERE BUSINESS PARK SOUTH ,21 CSM 21, 36 CSM 217 & 1635973 LOCATED IN SEC 32 T23N R20E

Section F Economic Feasibility Study

Purpose

The purpose of this study is to determine if the projected revenues generated from the District as a result of the proposed developments can finance the costs associated with the implementation of the Project Plan.

General Development Description

This section focuses on the new development projections and corresponding incremental new value. These projections have been prepared based on assumptions provided by the City and proposed developer.

The tax increment revenue projections in this section are based on the potential development of certain buildings and/or sites to accommodate land uses. The development projections are based on information provided by the proposed developer along with an understanding of the general market conditions and feasibility within the area. These projections are summarized in Table II below.

TID NUMBER 11 – TABLE II
Projected Development

PROJECT	Value per Unit	Number of Units	Total Value	Expected Date of Construction
36 Residential Lots	160,000	36	5,760,000	
2 Multi-family Housing	2,000,000	2	4,000,000	
7 CE-O	700,000	7	4,900,000	
14 IB-2	2,500,000	14	35,000,000	
TOTAL VALUE INCREMENT			49,660,000	

The City has estimated that the project will create incremental new value of approximately \$49,660,000 based on the above project components. It is anticipated that individual developers will be required to enter into an assessment agreement to guarantee these values. Our estimates of incremental new value of the project are based on estimated square footage, number of units and project type.

The objective of the District creation is to facilitate the construction of a mixed-use development, which is estimated to create a total of \$49.66 million in incremental value. We anticipate that prospective businesses and/or developers may be required to sign individual development agreements prior to any City-incurred development expenditures, specifically any cash grants. The economic feasibility projections are based on the utilization of approximately 20 years of the allowed tax increment collection period, which is the maximum for mixed use TIDs.

The economic feasibility analysis should be considered as a baseline projection that is annually monitored to ensure projected targets are met. The purpose of the annual monitoring is to determine that total incremental value has been achieved rather than whether a specific identified project created those increments. Future public borrowing and/or expenditures should be based on this annual review process. It is the intent of this Project Plan to maximize the potential of Tax Incremental Financing District Number 11 to accomplish the proposed public improvements identified in Table I found on Page 3.

Table II and Map 5 summarize the development assumptions that have been used in the economic feasibility analysis. These projections have been prepared based on information received from the developer and City staff. The projections in Table II include assumptions on square footage and business type that have been proposed in the preliminary site plan. Assumptions of the taxable value by type of use (i.e., industrial or commercial) are based on a review of comparable real estate values.

The incremental new value projections included in Table II are not total construction costs estimates, but are factored to equate to the anticipated equalized value to which an annual mill rate will be applied. The actual construction costs may be higher than projected value because construction costs may include soft costs not necessarily assessed by the City. Real estate valuation can also significantly fluctuate from year to year. For that reason, there should be an annual review and evaluation of the stability of the increment value prior to making annual borrowing and/or spending decisions.

In compliance with the statutory requirements of tax incremental financing, a finding has been made that the private development activities projected would "not otherwise occur without the use of tax incremental financing." It must be understood that these projected private development increments will not naturally occur without the proactive implementation of this Project Plan. The implementers of the Project Plan will need to be aggressive in stimulating the identified private development projects. The posture cannot be to expect that private developers will have financially feasible projects without implementation of the public improvement activities identified in this Plan.

The economic feasibility analysis for Tax Incremental District Number 11 is presented in Tables III and IV included below. Table III shows the projected tax increments from the District based on the development assumptions made in Table II. The projections assume the total incremental new value will be \$49.66 million in 2034.

**TID Number 11 Table III
Projected Tax Increments**

	Annual	Cumulative	Total				Annual	
	Increased	Value of New	Estimated		TID	2014	Increment	Total
	Value of New	Buildings &	Taxable	Base	Value	Net Total	Revenue	Projected
Year	Buildings	Improvements	Value	Value	Increment	Tax Rate	/1000	Revenues
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
12/31/2015	-	-	-	\$2,015,100	-	-	-	-
12/31/2016	2,820,000	2,820,000	2,820,000	2,015,100	804,900	21.820	-	-
12/31/2017	3,020,000	5,840,000	5,840,000	2,015,100	3,824,900	21.820	17,563	17,563
12/31/2018	2,820,000	8,660,000	8,660,000	2,015,100	6,644,900	21.820	83,459	83,459
12/31/2019	3,020,000	11,680,000	11,680,000	2,015,100	9,664,900	21.820	144,992	144,992
12/31/2020	3,520,000	15,200,000	15,200,000	2,015,100	13,184,900	21.820	210,888	210,888
12/31/2021	3,520,000	18,720,000	18,720,000	2,015,100	16,704,900	21.820	287,695	287,695
12/31/2022	320,000	19,040,000	19,040,000	2,015,100	17,024,900	21.820	364,501	364,501
12/31/2023	3,520,000	22,560,000	22,560,000	2,015,100	20,544,900	21.820	371,483	371,483
12/31/2024	2,820,000	25,380,000	25,380,000	2,015,100	23,364,900	21.820	448,290	448,290
12/31/2025	3,520,000	28,900,000	28,900,000	2,015,100	26,884,900	21.820	509,822	509,822
12/31/2026	3,520,000	32,420,000	32,420,000	2,015,100	30,404,900	21.820	586,629	3,086,629
12/31/2027	320,000	32,740,000	32,740,000	2,015,100	30,724,900	21.820	663,435	663,435
12/31/2028	2,820,000	35,560,000	35,560,000	2,015,100	33,544,900	21.820	670,417	670,417
12/31/2029	2,820,000	38,380,000	38,380,000	2,015,100	36,364,900	21.820	731,950	731,950
12/31/2030	2,820,000	41,200,000	41,200,000	2,015,100	39,184,900	21.820	793,482	793,482
12/31/2031	2,820,000	44,020,000	44,020,000	2,015,100	42,004,900	21.820	855,015	855,015
12/31/2032	2,820,000	46,840,000	46,840,000	2,015,100	44,824,900	21.820	916,547	916,547
12/31/2033	0	46,840,000	46,840,000	2,015,100	44,824,900	21.820	978,079	978,079
12/31/2034	2,500,000	49,340,000	49,340,000	2,015,100	47,324,900	21.820	978,079	978,079
Totals:	\$ 49,340,000						\$ 9,612,317	\$ 12,112,316

Table IV shows the preliminary debt service schedule for financing of the proposed public improvement costs. The City anticipates financing the proposed project costs through a combination of bonds and cash grants. Table IV indicates that projected tax increments are expected to be sufficient to support the debt service through the maximum term of the district.

**TID No. 11 Table IV
Projected Cash Flow**

TID Year	Assessment Year	Incremental Assessed Value (Land and Improvements)	Projected Total Incremental AV	Annual Incremental Tax Revenue	Estimated City TID Admin Costs	Tax Increment Available for Debt Service	Cumulative Tax Increment	City GO Bond Debt Service	Developer Cash Grant	Annual Tax Increment Available After DS	Cumulative Increment Av After Debt S
0	2014										
1	2015				\$ (15,000)	\$ (15,000)	\$ (15,000)			\$ (15,000)	\$ (15,000)
2	2016	\$804,900	\$ 804,900	\$ -	\$ (5,000)	\$ (5,000)	\$ (20,000)			\$ (5,000)	\$ (20,000)
3	2017	\$ 3,020,000	\$ 3,824,900	\$ 17,563	\$ (5,000)	\$ 12,563	\$ (7,437)	(\$191,227)	\$ (298,533)	\$ (477,197)	\$ (497,634)
4	2018	\$ 2,820,000	\$ 6,644,900	\$ 83,459	\$ (5,000)	\$ 78,459	\$ 71,022	(\$191,227)	\$ (298,533)	\$ (411,301)	\$ (908,935)
5	2019	\$ 3,020,000	\$ 9,664,900	\$ 144,992	\$ (5,000)	\$ 139,992	\$ 211,014	(\$191,227)	\$ (298,533)	\$ (349,768)	\$ (1,258,703)
6	2020	\$ 3,520,000	\$ 13,184,900	\$ 210,888	\$ (5,000)	\$ 205,888	\$ 416,902	(\$191,227)	\$ (298,533)	\$ (283,872)	\$ (1,542,575)
7	2021	\$ 3,520,000	\$ 16,704,900	\$ 287,695	\$ (5,000)	\$ 282,695	\$ 699,597	(\$191,227)	\$ (298,533)	\$ (207,066)	\$ (1,749,641)
8	2022	\$ 320,000	\$ 17,024,900	\$ 364,501	\$ (5,000)	\$ 359,501	\$ 1,059,098	(\$191,227)	\$ (298,533)	\$ (130,259)	\$ (1,879,899)
9	2023	\$ 3,520,000	\$ 20,544,900	\$ 371,483	\$ (5,000)	\$ 366,483	\$ 1,425,581	(\$191,227)	\$ (298,533)	\$ (123,277)	\$ (2,003,176)
10	2024	\$ 2,820,000	\$ 23,364,900	\$ 448,290	\$ (5,000)	\$ 443,290	\$ 1,868,871	(\$191,227)	\$ (298,533)	\$ (46,470)	\$ (2,049,646)
11	2025	\$ 3,520,000	\$ 26,884,900	\$ 509,822	\$ (5,000)	\$ 504,822	\$ 2,373,693	(\$191,227)	\$ (298,533)	\$ 15,062	\$ (2,034,584)
12	2026	\$ 3,520,000	\$ 30,404,900	\$ 586,629	\$ (5,000)	\$ 581,629	\$ 2,955,321	(\$191,227)	\$ (298,533)	\$ 91,868	\$ (1,942,716)
13	2027	\$ 320,000	\$ 30,724,900	\$ 663,435	\$ (5,000)	\$ 658,435	\$ 3,613,756	(\$191,227)	\$ (298,533)	\$ 168,675	\$ (1,774,041)
14	2028	\$ 2,820,000	\$ 33,544,900	\$ 670,417	\$ (5,000)	\$ 665,417	\$ 4,279,173	(\$191,227)	\$ (298,533)	\$ 175,657	\$ (1,598,384)
15	2029	\$ 2,820,000	\$ 36,364,900	\$ 731,950	\$ (5,000)	\$ 726,950	\$ 5,006,123	(\$191,227)	\$ (298,533)	\$ 237,190	\$ (1,361,194)
16	2030	\$ 2,820,000	\$ 39,184,900	\$ 793,482	\$ (5,000)	\$ 788,482	\$ 5,794,605	(\$191,227)	\$ (298,533)	\$ 298,722	\$ (1,062,472)
17	2031	\$ 2,820,000	\$ 42,004,900	\$ 855,015	\$ (5,000)	\$ 850,015	\$ 6,644,620	(\$191,227)	\$ (298,533)	\$ 360,254	\$ (702,218)
18	2032	\$ 2,820,000	\$ 44,824,900	\$ 916,547	\$ (5,000)	\$ 911,547	\$ 7,556,167	(\$191,227)		\$ 720,320	\$ (1,000)
19	2033	\$ -	\$ 44,824,900	\$ 978,079	\$ (5,000)	\$ 973,079	\$ 8,529,246	(\$191,227)		\$ 781,853	\$ 800
20	2034	\$ 2,500,000	\$ 47,324,900	\$ 978,079	\$ (5,000)	\$ 973,079	\$ 9,502,325	(\$191,227)		\$ 781,853	\$ 1,582
Total		\$ 47,324,900		\$ 9,612,325	\$ (110,000)	\$ 9,502,325		\$ (3,442,082.53)	\$ (4,478,000.00)	\$ 1,582,242.79	

The retirement of the District, taking into consideration the assumptions identified in Table I (Proposed Project Costs, Public Works & Improvements) and Table II (Projected Development Assumptions), is based on the property tax collection that was in place at the time of the Public Hearing held on August 24, 2015.

The future development assumptions have been based on a review of market conditions that existed in 2015 and potential future development. It is expected and recommended that the City annually review the financial condition of Tax Incremental District Number 11. The economic feasibility analysis indicates that the District is feasible, provided the development assumptions have been achieved. The City should not spend at levels projected in Tables I and IV without developer agreements that guarantee repayment of expenditures or without a "risk assessment" that defines the maximum financial exposure the City finds acceptable. The City should analyze the fiscal condition of Tax Incremental Financing District Number 10 on the basis of how well the development assumptions are being met. Decisions to continue spending annually should be based on the status of the district.

Section G Financing

Financing for the proposed project will be done primarily on an upfront or pay-as-you-go basis. The City anticipates using bonds to finance the upfront costs necessary for the project. With pay-as-you-go financing the developer finances the improvement costs upfront and is reimbursed with future tax increment revenues. TIF borrowing may be done annually or on a project-specific basis and it is not anticipated that the total

amount of project costs would be considered for one borrowing. The City may also pursue grant funding to finance a portion of the project costs.

Tables III & IV, which were also referenced in the Economic Feasibility Study Section, give a summary of project costs, proposed debt service schedule, and projected tax increment revenues on an annual basis during the duration of the District. Current projections indicate that all project costs of the district should be financed by tax increment revenue within the twenty year statutorily-required retirement period. The TID Project Plan has been written to enable project costs to be completed in order to encourage new development and redevelopment within the District boundaries. An annual analysis should be made to strategize financing alternatives in consideration of potential shortfalls between tax increments collected and debt service required to pay the bonds. Excess tax increments will be available to cover potential shortfalls with repayment to the City prior to retirement of the District. The City anticipates annually reviewing future expenditures and determining economic feasibility prior to authorizing additional expenditures.

The total scope of activities is estimated within the project cost estimates in Table I. Any non-tax revenues received may reduce the applicable TIF project expenditure which, in turn, will reduce the total amount of TIF project costs. This reduction will allow the City more flexibility in determining the timeframe for other project expenditures.

Section H Estimated Non-Project Costs

Non-Project costs are public works projects that may only partly benefit the District or are not eligible to be paid with tax increments, or costs not eligible to be paid with TIF funds. A complete listing of those costs is available in the economic feasibility analysis on page 2.

1. Private Equity

Section I Existing Land Uses and Conditions

Map 2, found on Page 13, has been provided to give a general description of the conditions within the area. Map 4, found on page 15, is a zoning map that generally describes the existing uses within the District. These two maps should be used in combination when studying the Project Plan.

The map shows that more than fifty percent (50%) of the lands within the TIF boundary have been found to be suitable for mixed-use development and less than 35% will be comprised of residential. The purpose and intent of this district is to encourage mixed-use development.

Section J Proposed Land Use

The land use proposed in Tax Incremental District Number 11 is primarily light industrial and business/office and some residential. The proposed TID will promote the orderly development within the City by reducing and/or eliminating under-utilized land uses, while remaining financially feasible for the City to replace such uses with more appropriate uses. Map 5 on Page 16 illustrates the proposed land uses within the district.

Section K Existing and Proposed Zoning

Map 4, found on Page 15, shows the TIF District boundary overlaid onto an existing zoning map.

It is anticipated that many of these zoning districts will remain with their associated parcels unless future proposed uses are in conflict with the existing zoning.

Section L Building Codes and City Ordinances

No changes are currently being anticipated in the City's Building Code or other City codes.

Section M Relocation

No acquisition is anticipated within this district, however if acquisition would occur within Tax Incremental District Number 11 which causes displacements, the City will conform to the requirements as set forth by the Department of Administration and the State of Wisconsin Relocation Laws. If federal funds are used in the relocation process, the federal relocation process will also be followed.

Section N Statement Indicating How Creation of the TID Promotes the Orderly Development of the City of De Pere

The purpose of TID No. 11 is to assist with the expansion of business, commerce, and potentially residential growth within the City of De Pere. The creation of this district should provide a financial resource for the City to promote orderly development by making sites suitable for development that otherwise may not be occurring, by providing new employment opportunities that would not otherwise be available, and, in general, promoting the public health, safety and general welfare. The development stimulated by the use of this TID shall increase the overall tax base of the City, increase employment, increase household income, and generally improve the quality of life in the City.

Section O Findings

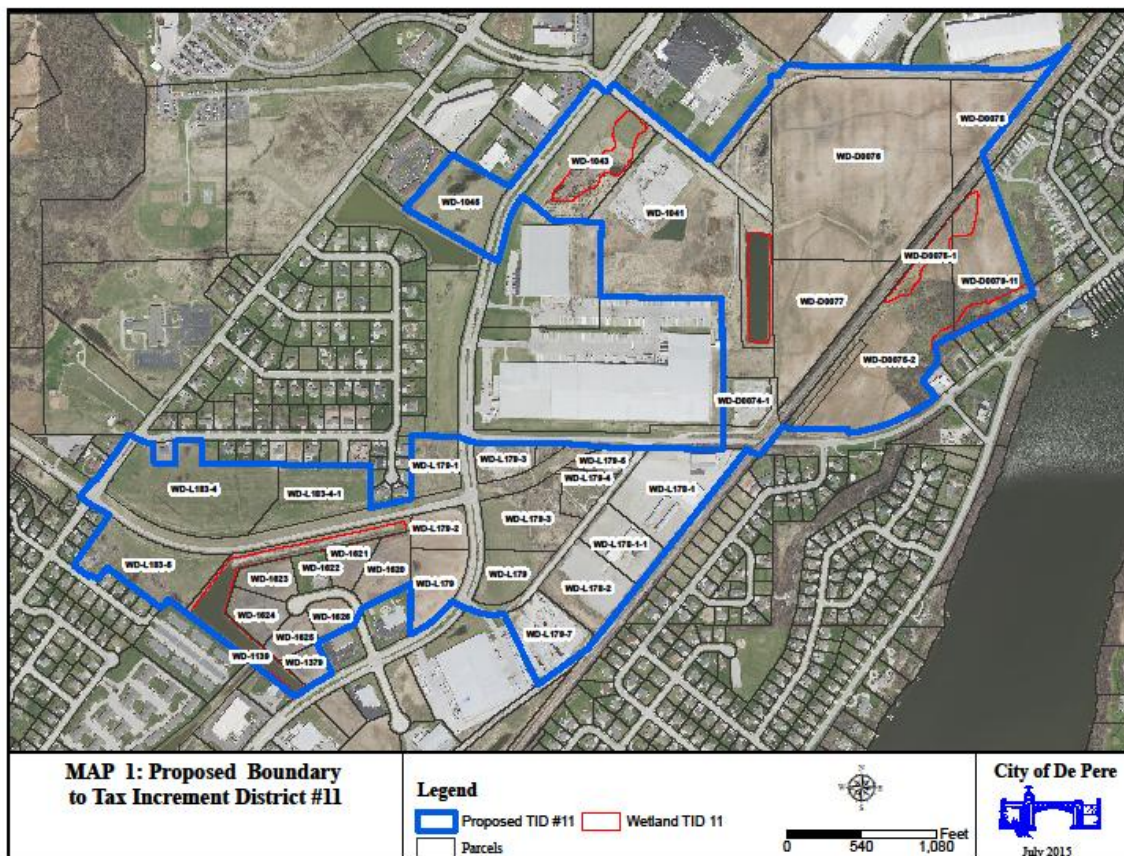
- A. A minimum of 50% of the area occupied by real property within TID No. 11 is suitable for mixed-use development.
- B. Lands proposed for newly platted residential use does not exceed 35% by area of the real property within the district.
- C. The improvement of TID No. 11 is likely to significantly enhance the value of substantially all of the other real property in the district.
- D. The project costs relate directly to promoting mixed use development, consistent with the purpose for which the district is created.
- E. The equalized value of taxable property of TID No. 11, plus the value increment of all existing districts, does not exceed 12% of the total equalized value of taxable property within the City.

Section P City Attorney Opinion

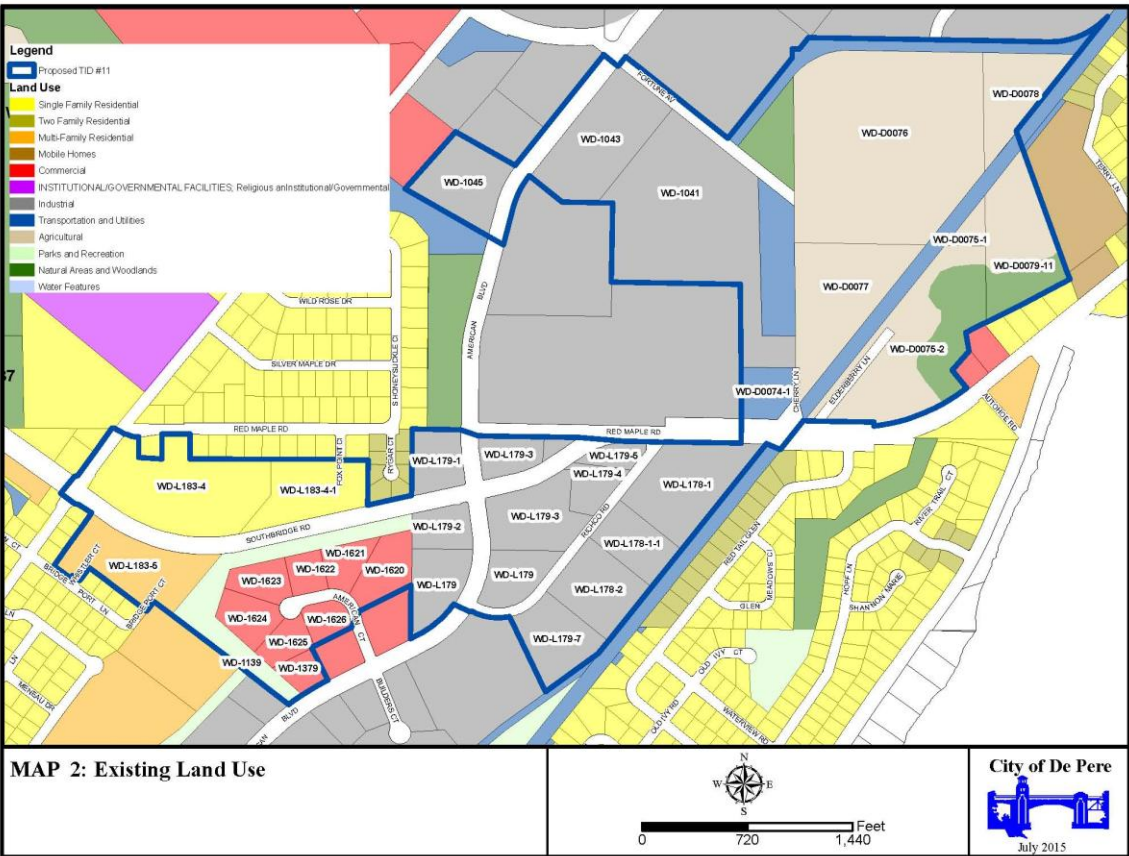
I, , City Attorney for the City of De Pere, Wisconsin, do hereby state that I have reviewed the Project Plan for Tax Incremental Finance District Number 11, City of De Pere, Wisconsin, dated, and in my opinion, it is complete and complies with Section 66.1105, Wisconsin Statutes.

City Attorney

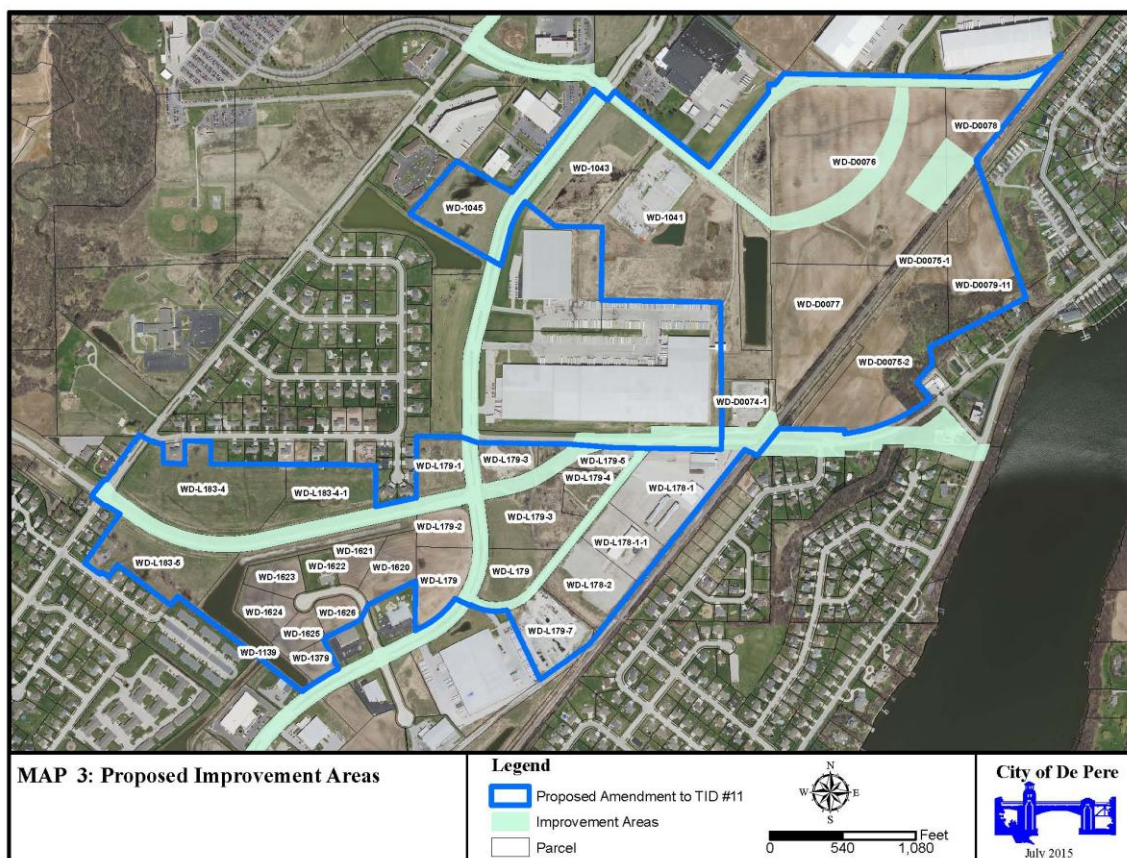
MAP 1 -- TAX INCREMENTAL FINANCING DISTRICT NUMBER 11 BOUNDARY



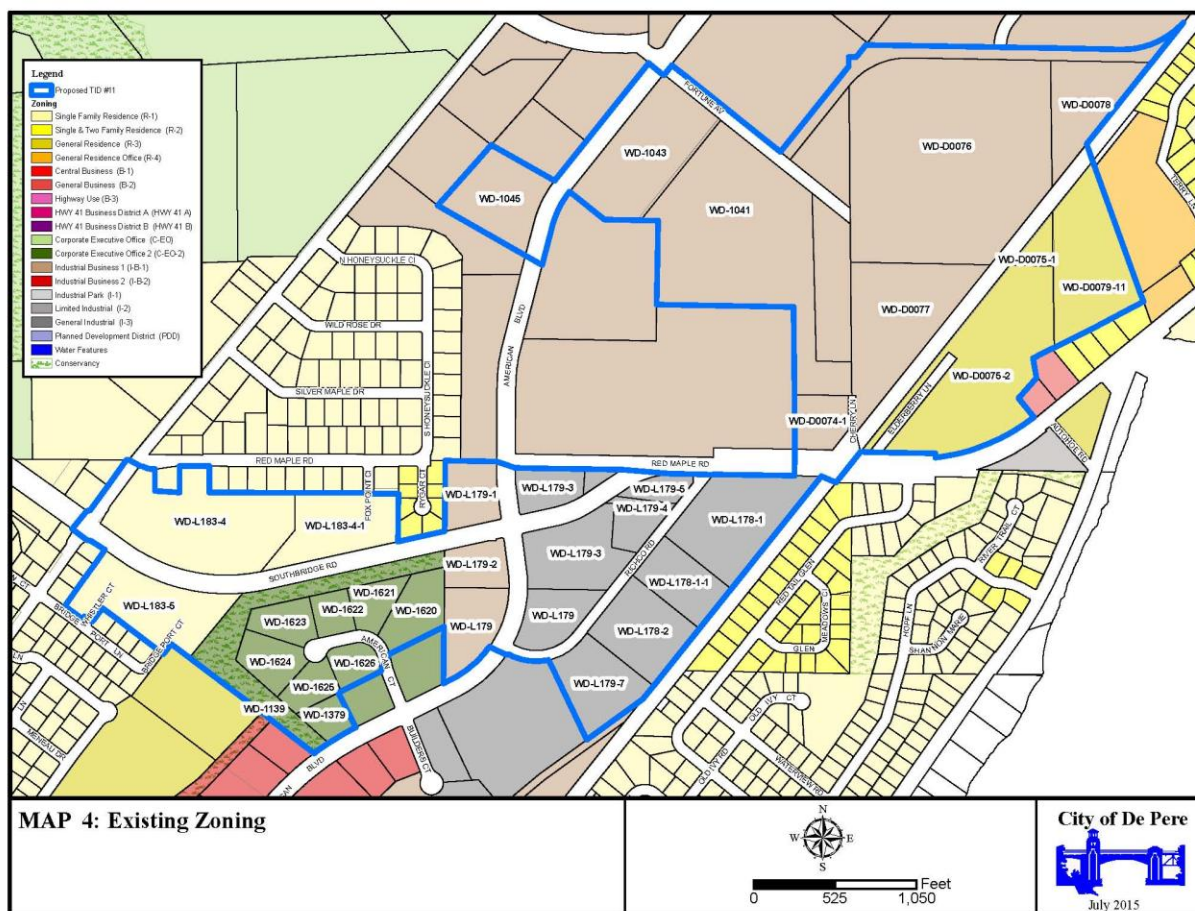
MAP 2 – EXISTING LAND USE & CONDITIONS



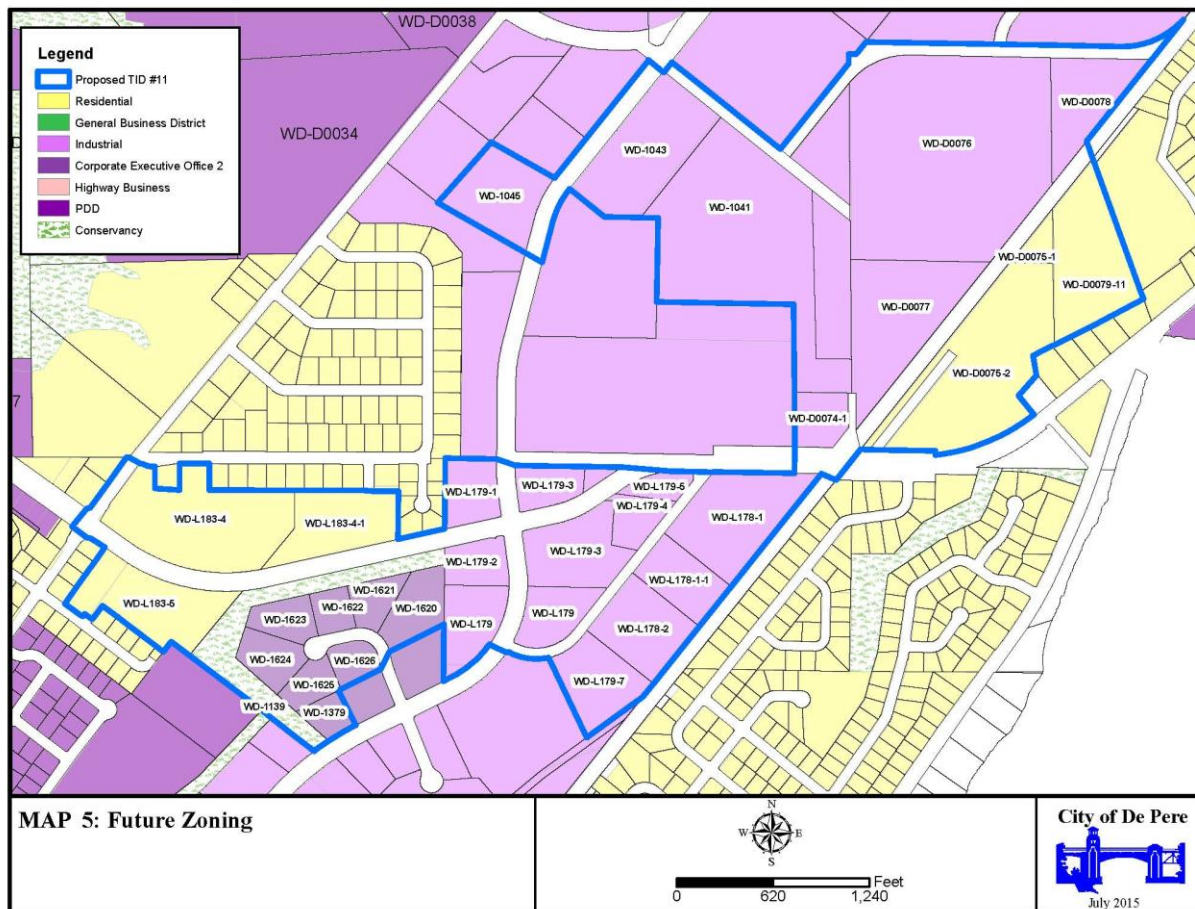
MAP 3 – LOCATION OF PROPOSED PUBLIC IMPROVEMENTS



MAP 4 – EXISTING ZONING



MAP 5 – PROPOSED LAND USE & ZONING



Attachment: TID 11 Project Plan (3841 : District #11 Review)

APPENDIX A

LEGAL DESCRIPTION

The description of the proposed boundaries of the Tax Incremental District being considered is located in the City of De Pere, Brown County, Wisconsin, generally, more particularly described as follows:

APPENDIX B
PUBLIC HEARING NOTICE

Attachment: TID 11 Project Plan (3841 : District #11 Review)

APPENDIX C

PROOF OF PUBLICATION

(Will be inserted upon receipt from the De Pere News)

Attachment: TID 11 Project Plan (3841 : District #11 Review)



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 24, 2015

DEPARTMENT: Joint Review Board

FROM: Judith Schmidt-Lehman

SUBJECT: C. Resolution PC15-02, Recommending the Adoption of the Boundaries of Tax Incremental Financing District #11 and the Adoption of the Tax Incremental Financing District #11 Project Plan*

ATTACHMENTS:

- ResoPC15-02 (DOCX)

PLAN COMMISSION
RESOLUTION #PC 15-02

RECOMMENDING ADOPTION OF THE PROPOSED BOUNDARIES OF TAX
INCREMENTAL FINANCING DISTRICT #11 AND THE ADOPTION OF THE
TAX INCREMENTAL FINANCING DISTRICT #11 PROJECT PLAN

WHEREAS, the proposed project plan for Tax Incremental Financing District #11 (TID #11) was filed with the City Clerk-Treasurer on August 12, 2015 and made available for inspection on weekdays between the hours of 7:30 a.m. and 5:00 p.m., and to any person requesting a copy thereof; and

WHEREAS, a public hearing was scheduled pursuant to Wis. Stats. §66.1105(4)(e), which was held on August 24, 2015, affording interested parties a reasonable opportunity to express their views on the boundaries of the District and proposed project plan as provided at Wis. Stats. §66.1105(4)(a) and (e); and

WHEREAS, notice of such hearing was published by Class 2 publication in the City's official newspaper on August 12, 2015 and August 16, 2015; and

WHEREAS, a meeting pursuant to Wis. Stats. §66.1105(4)(m) of a Joint Review Board within fourteen (14) days after the publication of the first notice of the above referenced public hearing was held on August 18, 2015; and

WHEREAS, at the above referenced public hearing scheduled at the City Hall Council Chambers on August 24, 2015 at 7:00 p.m., the Plan Commission heard all interested parties, their agents and attorneys, regarding the plan for said District and the boundaries thereof and determined that the proposed Tax Incremental Financing District as proposed in the project plan and the boundaries of such District are in conformity with the City's Comprehensive Plan and are in the best interests of the City in order to foster logical and economic development and

further that the private development activities projected would not otherwise occur without tax incremental financing in that part of the City.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Plan Commission of the City of De Pere, Wisconsin, that:

The Plan Commission of the City of De Pere hereby recommends the designation of the District boundaries for Tax Incremental Financing District #11, City of De Pere, as those boundaries which are set forth in the project plan for such District, a copy of which is annexed hereto and incorporated herein as if fully set forth.

BE IT FURTHER RESOLVED THAT:

The Plan Commission of the City of De Pere hereby adopts the project plan or Tax Incremental Financing District #11, City of De Pere, as prepared and presented by Springsted, Inc. and City staff; further, that such project plan is hereby submitted to the Common Council of the City of De Pere in accordance with Wis. Stats. §66.1105(4)(f).

Adopted by the Plan Commission of the City of De Pere, Wisconsin, this 24th day of August, 2015.

APPROVED:

Michael J. Walsh, Mayor
Plan Commission Chair

Ayes: _____

Nays: _____

Attachment: ResoPC15-02 (3870 : Resolution PC15-02 (TID 11))



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 24, 2015

DEPARTMENT: Joint Review Board

FROM: Judith Schmidt-Lehman

SUBJECT: B. Review of Tax Increment Financing Plan for Tax Incremental Financing District #12

ATTACHMENTS:

- Mayor & PC - TID 12-8-19-15(DOCX)
- TID 12 Project Plan (DOC)

CITY OF DE PERE**MEMO**

To: Michael J. Walsh, Mayor
Members of the Plan Commission
From: Lawrence Delo, City Administrator
Judith Schmidt-Lehman, City Attorney
RE: Public Hearing to Act on the Creation of Tax Incremental Financing District #12
Date: August 19, 2015

The City of De Pere is creating a new Tax Incremental Financing District #12 (TID #12). The proposed district also picks up some other vacant properties currently in TID #6, in addition to adding new vacant parcels east of the railroad tracks and south of the current end of American Boulevard. The plan summarizes the financing for the projects over the term of the district. Plan details will be outlined during the public hearing.

We recommend approval of the Resolution recommending adoption of the TID #12 boundaries and project plan and ask that it be submitted to the Common Council for its approval following the statutory requirements.

JSL:jld

H:\jdupont\Memos\2015\Mayor & PC - TID 12-8-19-15.docx

Attachment: Mayor & PC - TID 12-8-19-15 (3842 : District #12 Review)

City of De Pere, Wisconsin

Tax Increment Financing Plan

for

Tax Incremental Financing District No. 12

Recommended by the City Plan Commission
Expected August 24, 2015

Adopted by the Common Council
Expected September 1, 2015

Adopted by Joint Review Board
Expected September 15, 2015

Prepared by:

SPRINGSTED INCORPORATED
380 Jackson Street, Suite 300
St. Paul, MN 55101-2887
(651) 223-3000
WWW.SPRINGSTED.COM

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Section A Introductions

Wisconsin's Tax Incremental Law was created to help cities and villages rehabilitate blighted areas and improve or develop industrial sites. In creating Wisconsin's Tax Incremental Law, the State Legislature expressed its concern that cities and villages had neither the incentive nor the financial resources necessary to carry out projects that benefited not only the city or village, but all jurisdictions which share in the tax base.

The Tax Incremental Law gives cities and villages the authority, under certain conditions, to designate a specific area within its boundaries as a Tax Incremental Financing District and requires them to prepare a plan to develop or redevelop the District. Cities or villages may use all increased property taxes generated by the increased property value generated by such development or redevelopment to pay for eligible costs, which they incur to improve the District. This law assumes that all governmental units that tax properties within the District will eventually benefit from the increased value which will be generated. The municipality that created the District is allowed to retain the increased taxes generated during the existence of the District to pay for the costs of the public improvements.

State Statute places certain limitations on the creation of Tax Incremental Financing Districts. Only whole parcels of property that are assessed for general property tax purposes and which are contiguous can be included within a District. In addition, at least fifty percent (50%) of the real property in a District must meet at least one of the following criteria:

1. It is a blighted area;
2. It is an area in need of conservation or rehabilitation work;
3. It is an area suitable for industrial sites and has been zoned for industrial use; or
4. It is an area suitable for mixed-use development.

It also must be found that:

1. The improvement of the area is likely to enhance significantly the value of substantially all the other real property in the District;
2. The project costs relate directly to eliminating blight, directly serve to rehabilitate or conserve the area or directly serve to promote industrial and/or mixed use development; and
3. The equalized value of taxable property of the District plus the value increment of all existing Districts does not exceed 12 percent of the total equalized value of taxable property within the City.

Before a Tax Incremental Financing District can be created, a Joint Review Board, which is comprised of representatives of the authorities having the power to levy taxes in the District and one public member, must approve the municipality's action relative to the creation of the District.

A Tax Incremental Financing District shall terminate when the earlier of the following occurs:

1. That time when the City or Village has received aggregate tax increments with respect to such District in an amount equal to the aggregate of all project costs under the Project Plan and any amendments to the Project Plan for such District.
2. Twenty years after the District is created for mixed use TIDs.
3. The local legislative body, by resolution, dissolves the District, at which time the City or Village shall become liable for all unpaid project costs actually incurred, except this paragraph does not make the City or Village liable for any tax incremental bonds or notes issued.

The Project Plan for Tax Incremental Financing District No. 12, "the District," in the City of De Pere has been prepared in compliance with s. 66.1105(4), Wisconsin Statutes. TID No. 12 is defined by the boundary shown on Map 1 found on Page 11. Pursuant to s. 66.1105(4)(f), the Project Plan shall include:

- A statement listing the kind, number and location of all proposed public works or improvements within the district;
- an economic feasibility study;
- a detailed list of estimated project costs;
- a description of the methods of financing all estimated project costs;
- the time when the related costs or monetary obligations are to be incurred;
- a map showing existing uses and condition of real property in the district;
- a map showing proposed improvements and uses in the district;
- proposed changes of zoning ordinances, master plan, if any, maps, building codes and city ordinances;
- a list of estimated non-project costs;
- a statement of the proposed method for the relocation of any persons to be displaced;
- an indication as to how creation of the tax incremental district promotes the orderly development of the city/village;
- an analysis of the overlying taxing districts;
- a map showing the district boundaries; and
- an opinion of the City attorney advising whether the plan is complete and complies with s. 66.1105(4)(f), Wisconsin Statutes.

Section B Statement Listing the Kind, Number, and Location of All Proposed Public Works or Improvements Within and Outside of the District

The public works and improvement activities located within Tax Incremental Financing District No. 12 are listed on Table I found on page 3, which provides a listing of all District activities; and Map 3 on Page 13, which shows the location of the proposed project costs, public works and improvements. The estimated project costs shall be refined as future development occurs and specific project activities are undertaken. Any economic incentives granted will be consistent with the TIF statutory requirements.

A. Capital Costs for Development of the TID:

Capital costs most often include projects located within the boundaries of the District. Infrastructure costs for projects located outside of the District, benefiting or necessary for the development within the District may also be eligible District projects. Such costs must be shared in a reasonable manner relating to the amount of benefit to the District. Infrastructure costs may include:

1. Land acquisition, relocation, and building demolition to facilitate development or redevelopment within the District.
2. Street construction or reconstruction, installation/upgrading of sanitary sewer, water, and storm water infrastructure to facilitate development or redevelopment.
3. Installation or improvements to other utilities including electric, natural gas, telecommunications, cable TV, fiber optic, etc.
4. Construction of sidewalks, trails and other related improvements to facilitate pedestrian travel in and around the District.
5. Installation/construction of landscaping improvements, streetscaping, and wayfinding.

B. Administrative Costs:

Administrative costs may include, but are not limited to, a portion of City staff time, consultants and others directly involved with planning and administering of the District over the statutory expenditure period.

C. Organization Costs:

Organization costs may include, but are not limited to, financial consultant fees, attorneys, engineers, planners, surveyors, appraisers, and other contracted services related to the District. This shall also include the District economic or environmental feasibility studies, traffic studies, preparation of this Project Plan, financial projections, preliminary engineering to determine project costs, maps, legal services, and other payments made which are necessary or convenient to the District.

D. Financing Costs:

Financing costs include interest, finance fees, bond discounts, bond redemption premiums, bond legal opinions, bond fees, ratings, capitalized interest, bond insurance and other expenses related to financing.

The previous activities shall provide necessary facilities and incentives that should enable and encourage development and redevelopment within the District. A detailed list of estimated project costs, including anticipated year of installation, is included in Table I.

**TID NUMBER 12 - TABLE I
Proposed Project Costs, Public Works and Improvements**

	Total	2015	2016	2017	2018-2034
Capital Costs					
Southbridge Lawrence-American	505,000		505,000		
Southbridge American-Rail	1,950,000		1,950,000		
½ Mile Road Repair	8,000,000		8,000,000		
Rail Maintenance	800,000		800,000		
Subtotal	11,255,000		11,255,000		
Developer Cash Grant	10,090,000	0	0	672,667	9,417,333
Administrative Costs					
City staff/consulting	110,000	15,000	5,000	5,000	85,000
10% admin/eng					
Other Costs					
Financing Costs					
Interest costs of money	5,924,884	0	0	461,455	5,463,429
Total	27,379,884	15,000	11,260,000	1,139,122	14,965,762

** Subject to change based on final financing plan*

Section C Local Action

Before a Tax Incremental Financing District can be created, the City Plan Commission must hold a public hearing(s) on the proposed creation of the District, the proposed boundaries thereof and the proposed Project Plan for the District. The public hearing on the creation of and the boundaries for the District may be held separately from or concurrent with a public hearing on the proposed Project Plan. The City has chosen to hold the public hearings concurrently. After the public hearing, the City Plan Commission must submit the recommended Tax Incremental Financing District boundaries and Project Plan to the local legislative body for action if it desires to create a District. Before adopting such resolution, the local legislative body may amend both the proposed District boundaries and Project Plan. The Public Hearing for the District has been scheduled for the Plan Commission on August 24, 2015. Notice of the Public Hearing shall be published in the De Pere News on August 12, 2015 and August 16, 2015 and

have also been sent to all other taxing entities. The resolution approving the District shall be introduced to the Common Council for approval on September 1, 2015.

State Statutes require the City seeking to create a Tax Incremental Financing District convene a Joint Review Board (JRB) to review the proposal. The first meeting of the JRB must be held within fourteen days after the Notice of the above-referenced hearing(s) is published. For any Tax Incremental Financing Districts proposed by the City of De Pere, the membership of the Joint Review Board shall consist of a representative chosen by the City, a representative chosen by the County, a representative chosen by the Technical College District, a representative chosen by the School District, and one public member. The public member and the chair of the JRB must be selected by a majority vote of the other JRB members. It is the responsibility of the JRB to review the public record, planning documents and the resolution passed by the local legislative body creating the District, and to either approve or not approve such resolution based on certain criteria by a majority vote after receiving the resolution. The first meeting of the JRB is tentatively scheduled for August 18, 2015, with the final meeting to act on the Common Council's resolution anticipated for Tuesday, September 15, 2015.

Capacity to Create Tax Incremental Districts

In 2004 the State Legislature amended the Tax Incremental Financing Law to allow up to 12% of the total equalized value of taxable property within the City be included within Tax Incremental Districts. The City of De Pere's 2015 total equalized value is 1,898,625,300. The City can include up to twelve percent (12%) of the total equalized value of the community in existing and new tax incremental finance districts. 12% of the City's equalized value is \$227,835,036.

The City has 6 outstanding Tax Incremental Districts with \$131,721,400 of total TID increment. This district is expected to be \$123,800,000 of value. Therefore, this district can be created within the 12% capacity limit enacted by statute. The Department of Revenue will certify the values in the proposed tax incremental district to confirm compliance with this requirement.

The City should carefully monitor the annual growth within this district and existing districts, as well as the capacity to create additional districts.

Section D General Description of Tax Incremental District Number 12

The purpose of Tax Incremental Financing District Number 12 is to be the primary public financing tool for development of a mixed-use area comprising of approximately 216 residential lots, 4 multi-family housing projects, and 18 industrial buildings and related infrastructure improvements in the City of De Pere. Within the boundaries of this Tax Incremental District are sites suitable for residential, industrial and business/office development. The area is approximately 357 acres in size. The project boundaries are described in the next section.

The proposed project shall include the developments described in the previous paragraph, and are subject to market and actual construction. Proposed project costs within the district are also anticipated to include future cash grants for the individual developments based on City policy. Public improvements shall also include the Southbridge Lawrence-American, Southbridge American rail, rail maintenance and road improvements/maintenance with ½ mile of the district.

With the adoption of this Project Plan, the City Common Council is enabled to make TIF-eligible expenditures for development of these areas, as well as off-site expenditures if they are related to the District. The infrastructure improvements will provide services to approximately 357 acres of new developable land.

Section E District Boundary

The boundaries of Tax Incremental Financing District Number 12 are shown on Map 1 on Page 11 and are further described in Appendix A. The District includes the properties with the following identification numbers and legal descriptions:

<u>Parcel ID</u>	<u>Legal Description</u>
WD-L482	SUBD OF WILLIAMS GRANT LOT 99 EX 39 CSM 3 AS COR BY 1694267 & EX 2272288 & EX RD
WD-L483	SUBD OF WILLIAMS GRANT LOT 100 EX 2272288 & EX HWY
WD-L484	SUBD OF WILLIAMS GRANT LOT 101 EX HWY & EX 2161114 & EX 2272288
WD-L485	SUBD OF WILLIAMS GRANT LOT 102 EX HWY & EX 2161114
WD-L486	SUBD OF WILLIAMS GRANT LOT 103 EX HWY & EX 1843041 FOR RD & EX 2161114
WD-L482-2	E 12 ACRES OF LOT 99 SUBD OF WILLIAMS GRANT
WD-L483-1	E 12 ACRES OF LOT 100 SUBD OF WILLIAMS GRANT
WD-L484-1	E 12 ACRES OF LOT 101 SUBD OF WILLIAMS GRANT
WD-L510	SUBD OF WILLIAMS GRANT PART OF LOT 122 LYG W OF RR
WD-L511	SUBD OF WILLIAMS GRANT PART OF LOT 123 LYG W OF RR
WD-L514	SUBD OF WILLIAMS GRANT PART OF LOT 124 LYG W OF RR
WD-L515	SUBD OF WILLIAMS GRANT PART OF LOT 125 LYG W OF RR
WD-1759	GARRITY'S GLEN OUTLOT 7
WD-L492-B-4	LOT 1 OF 52 CSM 324 BNG PRT OF WILLIAMS GRANT LOT 104
WD-L492-B	LOT 2 OF 40 CSM 167 AS COR BY 1745870 BNG PRT OF LOTS 104 THRU 110 & BNG PRT OF LOTS 115 THRU 121 SUBD OF WILLIAMS GRANT EX SOUTH- BRIDGE BUSINESS PARK & EX 50 CSM 224 (RD R/W) & EX 52 CSM 9 & EX 52 CSM 42 & EX 52 CSM 324 & EX 57 CSM
WD-1137-2	LOT 2 OF 57 CSM 249 BNG PRT OF WILLIAMS GRANT LOT 107
WD-1138-2	LOT 2 OF 53 CSM 275 BNG PRT OF SOUTHBRIDGE BUSINESS PARK LOT 4 & BNG PRT OF GOVT LOT 4 SEC 5 T22N R20E
WD-1138-1	LOT 1 OF 50 CSM 224 BNG PRT OF LOT 4 OF SOUTHRIDGE BUSINESS PARK
WD-1138	LOT 1 OF 53 CSM 275 BNG PRT OF SOUTHBRIDGE BUSINESS PARK LOT 4
WD-1138-3	OUTLOT 1 OF 53 CSM 275 BNG PRT OF SOUTHBRIDGE BUSINESS PARK LOT 4 & BNG PRT OF GOVT LOT 4 SEC 5 T22N R20E
WD-D0104	WILLIAMS GRANT THAT PART OF LOTS 115 & 116 LYG SE OF RR & NW OF HWY D EX WPS R/W & EX SLY 385 FT OF LOT 116 & THAT PRT OF GOVT LOT 4 SEC 5 T22N R20E LYG S OF WATERVIEW HEIGHTS 4TH ADDN & LYG E OF WPS R/W
WD-L505-1	SUBD OF WILLIAMS GRANT PART OF LOT 119 LYG ELY OF RR R/W & WLY OF HWY D
WD-L500-1	SUBD OF WILLIAMS GRANT PART OF LOT 118 LYG ELY OF RR & LYG WLY OF HWY D
WD-L496	PART OF SLY 385 FT OF LOT 116 & ALL THAT PART OF LOT 117 SUBD OF WILLIAMS GRANT LYG E OF RR & LYG WLY OF HWY D EX WPS R/W
WD-L545	R-O-W OVER WILLIAMS GRANT SUBD LOTS 115 THRU 119
WD-L546	SUBD OF WILLIAMS GRANT PART OF WPS R/W OVER LOTS 115 THRU 119 LYG ELY & ADJN RR & EX 1970221 & EX 1970223

Section F Economic Feasibility Study**Purpose**

The purpose of this study is to determine if the projected revenues generated from the District as a result of the proposed developments can finance the costs associated with the implementation of the Project Plan.

General Development Description

This section focuses on the new development projections and corresponding incremental new value. These projections have been prepared based on assumptions provided by the City and proposed developer.

The tax increment revenue projections in this section are based on the potential development of certain buildings and/or sites to accommodate land uses. The development projections are based on information provided by the proposed developer along with an understanding of the general market conditions and feasibility within the area. These projections are summarized in Table II below.

TID NUMBER 12 – TABLE II
Projected Development

PROJECT	Value per Unit	Number of Units	Total Value	Expected Date of Construction
216 Residential Lots	175,000	216	37,800,000	
4 Multi-family Housing	2,000,000	4	8,000,000	
17 IB-2	4,000,000	17	68,000,000	
1 IB-2	10,000,000	1	10,000,000	
TOTAL VALUE INCREMENT			123,800,000	

The City has estimated that the project will create incremental new value of approximately \$123,800,000 based on the above project components. It is anticipated that individual developers will be required to enter into an assessment agreement to guarantee these values. Our estimates of incremental new value of the project are based on estimated square footage, number of units and project type.

The objective of the District creation is to facilitate the construction of a mixed-use development, which is estimated to create a total of \$123.8 million in incremental value. We anticipate that prospective businesses and/or developers may be required to sign individual development agreements prior to any City-incurred development expenditures, specifically any cash grants. The economic feasibility projections are based on the utilization of approximately 20 years of the allowed tax increment collection period, which is the maximum for mixed use TIDs.

The economic feasibility analysis should be considered as a baseline projection that is annually monitored to ensure projected targets are met. The purpose of the annual monitoring is to determine that total incremental value has been achieved rather than whether a specific identified project created those increments. Future public borrowing and/or expenditures should be based on this annual review process. It is the intent of this Project Plan to maximize the potential of Tax Incremental Financing District Number 12 to accomplish the proposed public improvements identified in Table I found on Page 3.

Table II and Map 5 summarize the development assumptions that have been used in the economic feasibility analysis. These projections have been prepared based on information received from the developer and City staff. The projections in Table II include assumptions on square footage and business type that have been proposed in

the preliminary site plan. Assumptions of the taxable value by type of use (i.e., industrial or commercial) are based on a review of comparable real estate values.

The incremental new value projections included in Table II are not total construction costs estimates, but are factored to equate to the anticipated equalized value to which an annual mill rate will be applied. The actual construction costs may be higher than projected value because construction costs may include soft costs not necessarily assessed by the City. Real estate valuation can also significantly fluctuate from year to year. For that reason, there should be an annual review and evaluation of the stability of the increment value prior to making annual borrowing and/or spending decisions.

In compliance with the statutory requirements of tax incremental financing, a finding has been made that the private development activities projected would "not otherwise occur without the use of tax incremental financing." It must be understood that these projected private development increments will not naturally occur without the proactive implementation of this Project Plan. The implementers of the Project Plan will need to be aggressive in stimulating the identified private development projects. The posture cannot be to expect that private developers will have financially feasible projects without implementation of the public improvement activities identified in this Plan.

The economic feasibility analysis for Tax Incremental District Number 12 is presented in Tables III and IV included below. Table III shows the projected tax increments from the District based on the development assumptions made in Table II. The projections assume the total incremental new value will be \$123.8 million in 2034.

TID No. 12 Table III Projected Tax Increments

Table IV shows the preliminary cash flow schedule for financing of the proposed public improvement costs. The City

	Annual Increased Value of New Buildings	Cumulative Value of New Buildings & Improvements	Total Estimated Taxable Value	Base Value	TID Value Increment	2014 Net Total Tax Rate	Annual Increment Revenue /1000	Total Projected Revenues
Year (1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(10)
12/31/2015	-	-	-	\$91,500	-	-	-	-
12/31/2016	5,907,143	5,907,143	5,907,143	91,500	5,815,643	21.820	-	-
12/31/2017	7,250,000	13,157,143	13,157,143	91,500	13,065,643	21.820	126,897	126,897
12/31/2018	12,107,143	25,264,286	25,264,286	91,500	25,172,786	21.820	285,092	285,092
12/31/2019	7,250,000	32,514,286	32,514,286	91,500	32,422,786	21.820	549,270	549,270
12/31/2020	12,107,143	44,621,429	44,621,429	91,500	44,529,929	21.820	707,465	707,465
12/31/2021	10,107,143	54,728,571	54,728,571	91,500	54,637,071	21.820	971,643	971,643
12/31/2022	15,250,000	69,978,571	69,978,571	91,500	69,887,071	21.820	1,192,181	1,192,181
12/31/2023	10,107,143	80,085,714	80,085,714	91,500	79,994,214	21.820	1,524,936	1,524,936
12/31/2024	4,857,143	84,942,857	84,942,857	91,500	84,851,357	21.820	1,745,474	1,745,474
12/31/2025	4,857,143	89,800,000	89,800,000	91,500	89,708,500	21.820	1,851,457	1,851,457
12/31/2026	4,857,143	94,657,143	94,657,143	91,500	94,565,643	21.820	1,957,439	1,957,439
12/31/2027	-	94,657,143	94,657,143	91,500	94,565,643	21.820	2,063,422	2,063,422
12/31/2028	4,857,143	99,514,286	99,514,286	91,500	99,422,786	21.820	2,063,422	2,063,422
12/31/2029	4,857,143	104,371,429	104,371,429	91,500	104,279,929	21.820	2,169,405	2,169,405
12/31/2030	4,857,143	109,228,571	109,228,571	91,500	109,137,071	21.820	2,275,388	2,275,388
12/31/2031	4,857,143	114,085,714	114,085,714	91,500	113,994,214	21.820	2,381,371	2,381,371
12/31/2032	4,857,143	118,942,857	118,942,857	91,500	118,851,357	21.820	2,487,354	2,487,354
12/31/2033	0	118,942,857	118,942,857	91,500	118,851,357	21.820	2,593,337	2,593,337
12/31/2034	4,857,143	123,800,000	123,800,000	91,500	123,708,500	21.820	2,593,337	2,593,337
Totals:	\$ 123,800,000						\$ 29,538,882	\$ 29,538,880

anticipates financing the proposed project costs through a combination of bonds and cash grants. Table IV indicates that projected tax increments are expected to be sufficient to support the debt service through the maximum term of the district.

**TID No. 12 Table IV
Projected Cash Flow**

TID Year	Assessment Year	Incremental Assessed Value (Land and Improvements)	Projected Total Incremental AV	Annual Incremental Tax Revenue	Estimated City TID Admin Costs	Tax Increment Available for Debt Service	Cumulative Tax Increment	City GO Bond Debt Service	Developer Cash Grant	Annual Tax Increment Available After DS	Cumulative T Increment Avail After Debt Ser
0	2014										
1	2015				\$ (15,000)	\$ (15,000)	\$ (15,000)			\$ (15,000)	\$ (15,000)
2	2016	\$ 5,815,643	\$ 5,815,643	\$ -	\$ (5,000)	\$ (5,000)	\$ (20,000)			\$ (5,000)	\$ (20,000)
3	2017	\$ 7,250,000	\$ 13,065,643	\$ 126,897	\$ (5,000)	\$ 121,897	\$ 101,897	\$ (954,438)	\$ (672,667)	\$ (1,505,207)	\$ (1,525,000)
4	2018	\$ 12,107,143	\$ 25,172,786	\$ 285,092	\$ (5,000)	\$ 280,092	\$ 381,990	\$ (954,438)	\$ (672,667)	\$ (1,347,012)	\$ (2,872,000)
5	2019	\$ 7,250,000	\$ 32,422,786	\$ 549,270	\$ (5,000)	\$ 544,270	\$ 926,260	\$ (954,438)	\$ (672,667)	\$ (1,082,834)	\$ (3,955,000)
6	2020	\$ 12,107,143	\$ 44,529,929	\$ 707,465	\$ (5,000)	\$ 702,465	\$ 1,628,725	\$ (954,438)	\$ (672,667)	\$ (924,639)	\$ (4,879,000)
7	2021	\$ 10,107,143	\$ 54,637,071	\$ 971,643	\$ (5,000)	\$ 966,643	\$ 2,595,368	\$ (954,438)	\$ (672,667)	\$ (660,462)	\$ (5,540,000)
8	2022	\$ 15,250,000	\$ 69,887,071	\$ 1,192,181	\$ (5,000)	\$ 1,187,181	\$ 3,782,549	\$ (954,438)	\$ (672,667)	\$ (439,924)	\$ (5,980,000)
9	2023	\$ 10,107,143	\$ 79,994,214	\$ 1,524,936	\$ (5,000)	\$ 1,519,936	\$ 5,302,485	\$ (954,438)	\$ (672,667)	\$ (107,169)	\$ (6,087,000)
10	2024	\$ 4,857,143	\$ 84,851,357	\$ 1,745,474	\$ (5,000)	\$ 1,740,474	\$ 7,042,959	\$ (954,438)	\$ (672,667)	\$ 113,369	\$ (5,973,000)
11	2025	\$ 4,857,143	\$ 89,708,500	\$ 1,851,457	\$ (5,000)	\$ 1,846,457	\$ 8,889,415	\$ (954,438)	\$ (672,667)	\$ 219,352	\$ (5,754,000)
12	2026	\$ 4,857,143	\$ 94,565,643	\$ 1,957,439	\$ (5,000)	\$ 1,952,439	\$ 10,841,855	\$ (954,438)	\$ (672,667)	\$ 325,335	\$ (5,429,000)
13	2027	\$ -	\$ 94,565,643	\$ 2,063,422	\$ (5,000)	\$ 2,058,422	\$ 12,900,277	\$ (954,438)	\$ (672,667)	\$ 431,318	\$ (4,997,000)
14	2028	\$ 4,857,143	\$ 99,422,786	\$ 2,063,422	\$ (5,000)	\$ 2,058,422	\$ 14,958,699	\$ (954,438)	\$ (672,667)	\$ 431,318	\$ (4,566,000)
15	2029	\$ 4,857,143	\$ 104,279,929	\$ 2,169,405	\$ (5,000)	\$ 2,164,405	\$ 17,123,105	\$ (954,438)	\$ (672,667)	\$ 537,301	\$ (4,029,000)
16	2030	\$ 4,857,143	\$ 109,137,071	\$ 2,275,388	\$ (5,000)	\$ 2,270,388	\$ 19,393,493	\$ (954,438)	\$ (672,667)	\$ 643,283	\$ (3,385,000)
17	2031	\$ 4,857,143	\$ 113,994,214	\$ 2,381,371	\$ (5,000)	\$ 2,376,371	\$ 21,769,863	\$ (954,438)	\$ (672,667)	\$ 749,266	\$ (2,636,000)
18	2032	\$ 4,857,143	\$ 118,851,357	\$ 2,487,354	\$ (5,000)	\$ 2,482,354	\$ 24,252,217	\$ (954,438)		\$ 1,527,916	\$ (1,108,000)
19	2033	\$ -	\$ 118,851,357	\$ 2,593,337	\$ (5,000)	\$ 2,588,337	\$ 26,840,554	\$ (954,438)		\$ 1,633,899	\$ 525,000
20	2034	\$ 4,857,143	\$ 123,708,500	\$ 2,593,337	\$ (5,000)	\$ 2,588,337	\$ 29,428,890	\$ (954,438)		\$ 1,633,899	\$ 2,159,000
Total		\$ 123,708,500		\$ 29,538,890	\$ (110,000)	\$ 29,428,890		\$ (17,179,884.21)	\$ (10,090,000.00)	\$ 2,159,006.25	

The retirement of the District, taking into consideration the assumptions identified in Table I (Proposed Project Costs, Public Works & Improvements) and Table II (Projected Development Assumptions), is based on the property tax collection that was in place at the time of the Public Hearing held on August 24, 2015.

The future development assumptions have been based on a review of market conditions that existed in 2015 and potential future development. It is expected and recommended that the City annually review the financial condition of Tax Incremental District Number 12. The economic feasibility analysis indicates that the District is feasible, provided the development assumptions have been achieved. The City should not spend at levels projected in Tables I and IV without developer agreements that guarantee repayment of expenditures or without a "risk assessment" that defines the maximum financial exposure the City finds acceptable. The City should analyze the fiscal condition of Tax Incremental Financing District Number 12 on the basis of how well the development assumptions are being met. Decisions to continue spending annually should be based on the status of the district.

Section G Financing

Financing for the proposed project will be done primarily on an upfront or pay-as-you-go basis. The City anticipates using bonds to finance the upfront costs necessary for the project. With pay-as-you-go financing the developer finances the improvement costs upfront and is reimbursed with future tax increment revenues. TIF borrowing may be done annually or on a project-specific basis and it is not anticipated that the total amount of project costs would be considered for one borrowing. The City may also pursue grant funding to finance a portion of the project costs.

Tables III & IV, which were also referenced in the Economic Feasibility Study Section, give a summary of project costs, proposed debt service schedule, and projected tax increment revenues on an annual basis during the duration of the District. Current projections indicate that all project costs of the district should be financed by tax increment revenue within the twenty year statutorily-required retirement period. The TID Project Plan has been written to enable project costs to be completed in order to encourage new development and redevelopment within the District boundaries. An annual analysis should be made to strategize financing alternatives in consideration of potential shortfalls between tax increments collected and debt service required to pay the bonds. Excess tax increments will be available to cover potential shortfalls with repayment to the City prior to retirement of the District.

The City anticipates annually reviewing future expenditures and determining economic feasibility prior to authorizing additional expenditures.

The total scope of activities is estimated within the project cost estimates in Table I. Any non-tax revenues received may reduce the applicable TIF project expenditure which, in turn, will reduce the total amount of TIF project costs. This reduction will allow the City more flexibility in determining the timeframe for other project expenditures.

Section H Estimated Non-Project Costs

Non-Project costs are public works projects that may only partly benefit the District or are not eligible to be paid with tax increments, or costs not eligible to be paid with TIF funds. A complete listing of those costs is available in the Table I on page 3.

1. Private Equity

Section I Existing Land Uses and Conditions

Map 2, found on Page 12, has been provided to give a general description of the conditions within the area. Map 4, found on page 14, is a zoning map that generally describes the existing uses within the District. These two maps should be used in combination when studying the Project Plan.

The map shows that more than fifty percent (50%) of the lands within the TIF boundary have been found to be suitable for mixed-use development and less than 35% will be comprised of residential. The purpose and intent of this district is to encourage mixed-use development.

Section J Proposed Land Use

The land use proposed in Tax Incremental District Number 12 is primarily light industrial and business/office and some residential. The proposed TID will promote the orderly development within the City by reducing and/or eliminating under-utilized land uses, while remaining financially feasible for the City to replace such uses with more appropriate uses. Map 5 on Page 15 illustrates the proposed land uses within the district.

Section K Existing and Proposed Zoning

Map 4, found on Page 14, shows the TIF District boundary overlaid onto an existing zoning map.

It is anticipated that many of these zoning districts will remain with their associated parcels unless future proposed uses are in conflict with the existing zoning.

Section L Building Codes and City Ordinances

No changes are currently being anticipated in the City's Building Code or other City codes.

Section M Relocation

No acquisition is anticipated within this district, however if acquisition would occur within Tax Incremental District Number 12 which causes displacements, the City will conform to the requirements as set forth by the Department of Administration and the State of Wisconsin Relocation Laws. If federal funds are used in the relocation process, the federal relocation process will also be followed.

Section N Statement Indicating How Creation of the TID Promotes the Orderly Development of the City of De Pere

The purpose of TID No. 12 is to assist with the expansion of business, commerce, and potentially residential growth within the City of De Pere. The creation of this district should provide a financial resource for the City to promote orderly development by making sites suitable for development that otherwise may not be occurring, by providing new employment opportunities that would not otherwise be available, and, in general, promoting the public health, safety and general welfare. The development stimulated by the use of this TID shall increase the overall tax base of the City, increase employment, increase household income, and generally improve the quality of life in the City.

Section O Findings

- A. A minimum of 50% of the area occupied by real property within TID No. 12 is suitable for mixed-use development.
- B. Lands proposed for newly platted residential use does not exceed 35% by area of the real property within the district.
- C. The improvement of TID No. 12 is likely to significantly enhance the value of substantially all of the other real property in the district.
- D. The project costs relate directly to promoting mixed use development, consistent with the purpose for which the district is created.
- E. The equalized value of taxable property of TID No. 12, plus the value increment of all existing districts, does not exceed 12% of the total equalized value of taxable property within the City.

Section P City Attorney Opinion

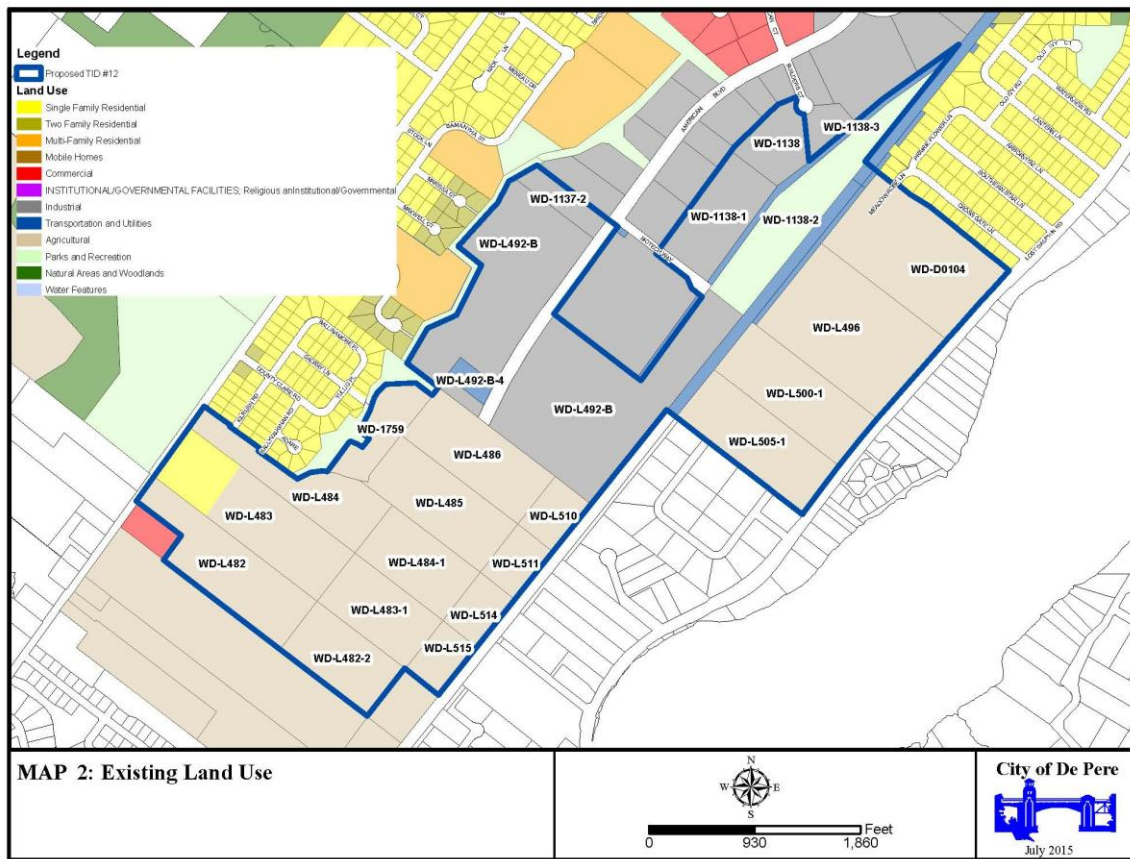
I, , City Attorney for the City of De Pere, Wisconsin, do hereby state that I have reviewed the Project Plan for Tax Incremental Finance District Number 12, City of De Pere, Wisconsin, dated, and in my opinion, it is complete and complies with Section 66.1105, Wisconsin Statutes.

City Attorney

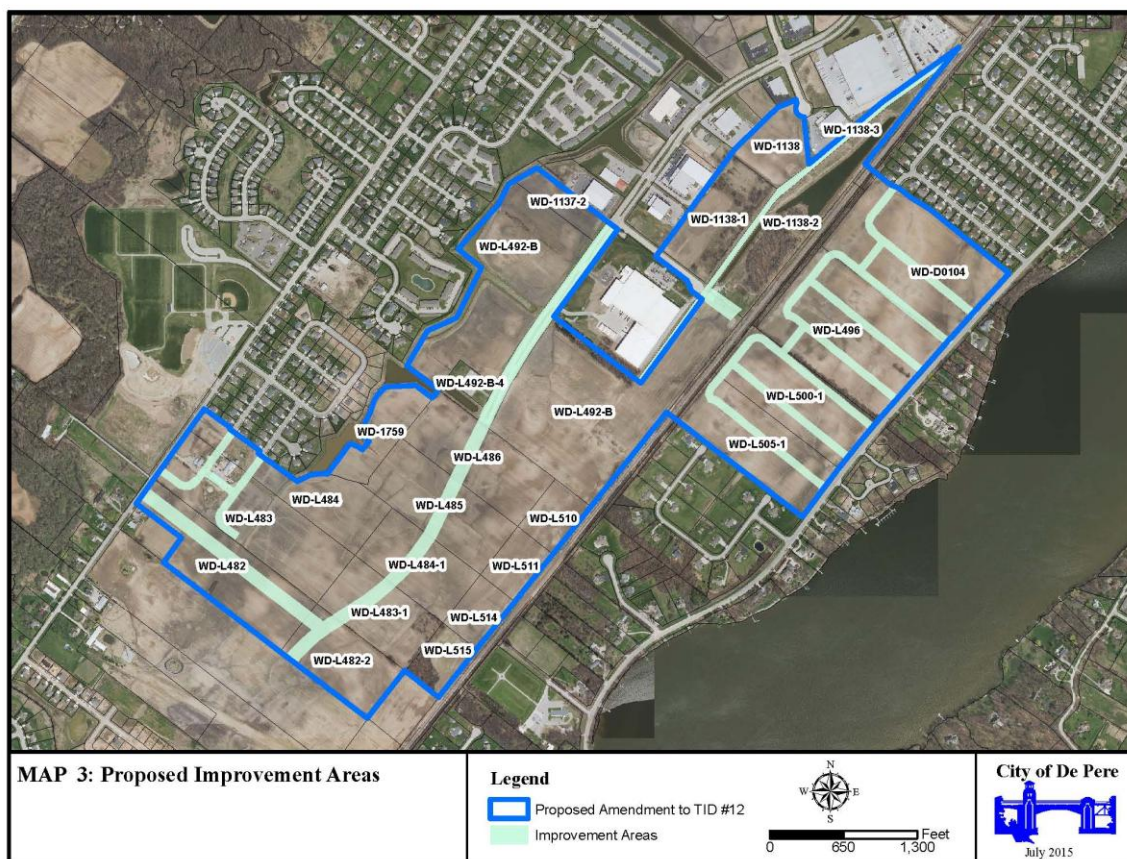
MAP 1 -- TAX INCREMENTAL FINANCING DISTRICT NUMBER 12 BOUNDARY



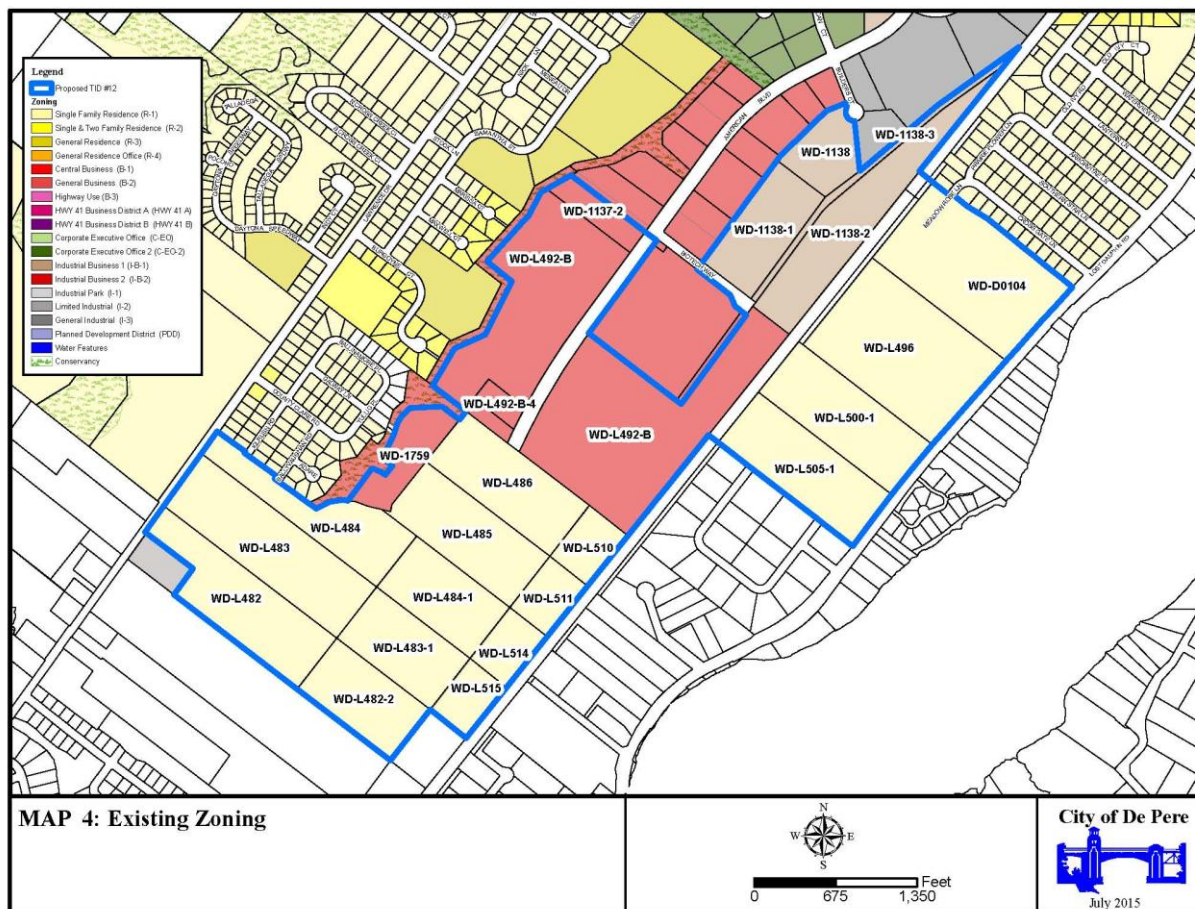
MAP 2 – EXISTING LAND USE & CONDITIONS



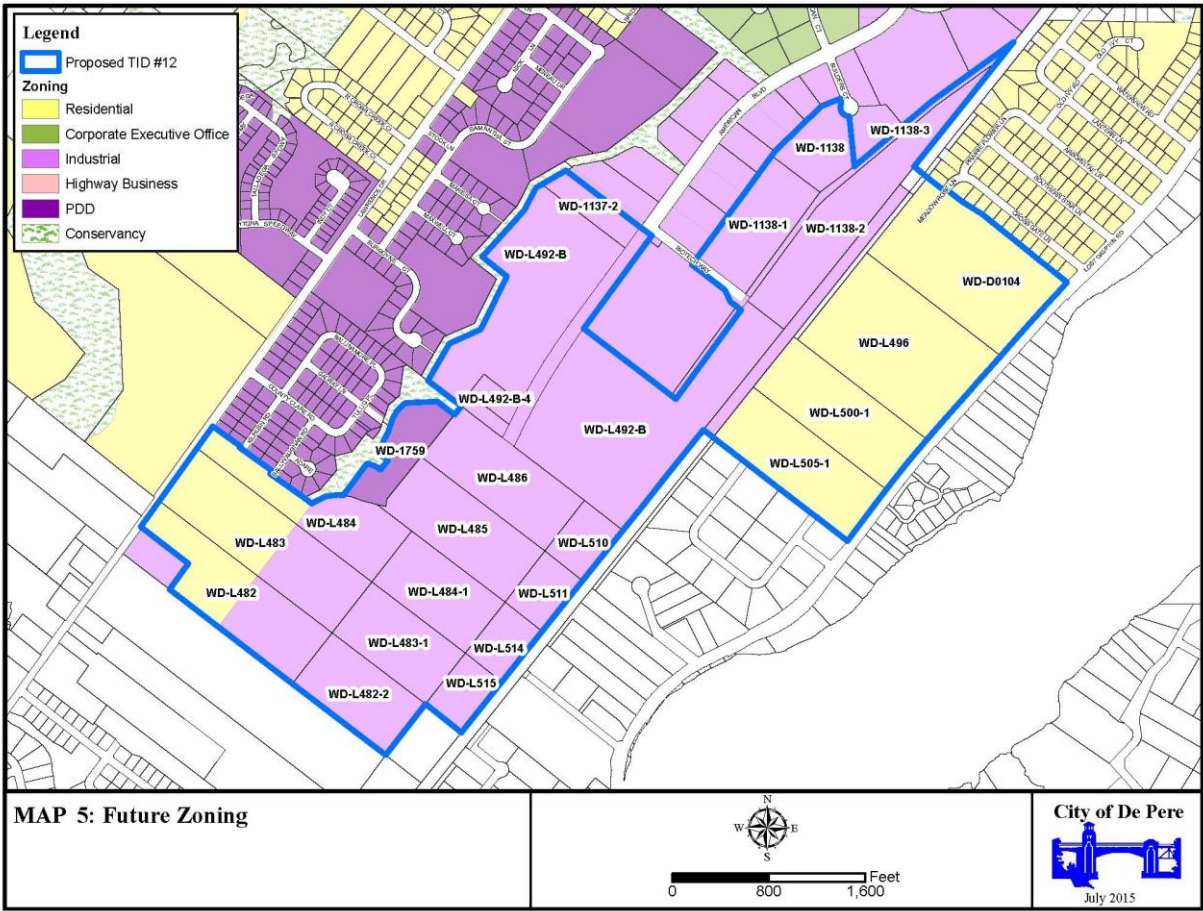
MAP 3 – LOCATION OF PROPOSED PUBLIC IMPROVEMENTS



MAP 4 – EXISTING ZONING



MAP 5 – PROPOSED LAND USE & ZONING



APPENDIX A

LEGAL DESCRIPTION

The description of the proposed boundaries of the Tax Incremental District being considered is located in the City of De Pere, Brown County, Wisconsin, generally, more particularly described as follows:

Attachment: TID 12 Project Plan (3842 : District #12 Review)

APPENDIX B
PUBLIC HEARING NOTICE

Attachment: TID 12 Project Plan (3842 : District #12 Review)

APPENDIX C

PROOF OF PUBLICATION

(Will be inserted upon receipt from the De Pere News)

Attachment: TID 12 Project Plan (3842 : District #12 Review)



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: August 24, 2015

DEPARTMENT: Joint Review Board

FROM: Judith Schmidt-Lehman

SUBJECT: C. Resolution PC15-03, Recommending the Adoption of the Boundaries of Tax Incremental Financing District #12 and the Adoption of the Tax Incremental Financing District #12 Project Plan*

ATTACHMENTS:

- ResoPC15-03 (DOCX)

PLAN COMMISSION
RESOLUTION #PC 15-03

RECOMMENDING ADOPTION OF THE PROPOSED BOUNDARIES OF TAX
INCREMENTAL FINANCING DISTRICT #12 AND THE ADOPTION OF THE
TAX INCREMENTAL FINANCING DISTRICT #12 PROJECT PLAN

WHEREAS, the proposed project plan for Tax Incremental Financing District #12 was filed with the City Clerk-Treasurer's office on August 12, 2015 and made available for inspection on weekdays between the hours of 7:30 a.m. and 5:00 p.m., and to any person requesting a copy thereof; and

WHEREAS, a public hearing was scheduled pursuant to Wis. Stats. §66.1105(4)(e), which was held on August 24, 2015, affording interested parties a reasonable opportunity to express their views on the boundaries of the District and proposed project plan as provided at Wis. Stats. §66.1105(4)(a) and (e); and

WHEREAS, notice of such hearing was published by Class 2 publication in the City's official newspaper on August 12, 2015 and August 16, 2015; and

WHEREAS, a meeting pursuant to Wis. Stats. §66.1105(4)(m) of a Joint Review Board within fourteen (14) days after the publication of the first notice of the above referenced public hearing was held on August 18, 2015; and

WHEREAS, at the above referenced public hearing scheduled at the City Hall Council Chambers on August 24, 2015 at 7:00 p.m., the Plan Commission heard all interested parties, their agents and attorneys, regarding the plan for said District and the boundaries thereof and determined that the proposed Tax Incremental Financing District as proposed in the project plan and the boundaries of such District are in conformity with the City's Comprehensive Plan and are in the best interests of the City in order to foster logical and economic development and

further that the private development activities projected would not otherwise occur without tax incremental financing in that part of the City.

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Plan Commission of the City of De Pere, Wisconsin, that:

The Plan Commission of the City of De Pere hereby recommends the designation of the District boundaries for Tax Incremental Financing District #12, City of De Pere, as those boundaries which are set forth in the project plan for such District, a copy of which is annexed hereto and incorporated herein as if fully set forth.

BE IT FURTHER RESOLVED THAT:

The Plan Commission of the City of De Pere hereby adopts the project plan of Tax Incremental Financing District #12, City of De Pere, as prepared and presented by Springsted, Inc. and City staff; further, that such project plan is hereby submitted to the Common Council of the City of De Pere in accordance with Wis. Stats. §66.1105(4)(f).

Adopted by the Plan Commission of the City of De Pere, Wisconsin, this 24th day of August, 2015.

APPROVED:

Michael J. Walsh, Mayor
Plan Commission Chair

Ayes: _____

Nays: _____

City of De Pere, Wisconsin**Request For Plan Commission Action**

MEETING DATE: August 24, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Land and Location Proposal for De Pere Fire Station 3.*

ATTACHMENTS:

- Planning Commission Request for Land Location Proposal for Stat 3 (DOCX)
- Station3_Area24x36 (PDF)
- Station3_Site (PDF)

Memo



To: Honorable Mayor Michael Walsh
Members of the De Pere Planning Commission

From: Dennis L. Rubin, Fire Chief

Date: July 7, 2015

Re: Land and Location Proposal for De Pere Fire Station 3

The Fire Department would like to request the support and approval of the De Pere Planning Commission to procure the land to construct Fire Station 3 in the southwest quadrant of our City. After careful consideration and with much discussion, the Fire Department believes that the City of De Pere owned site located on American Boulevard at Red Maple Road consisting of 2.93 acres of land would be a desirable site location to build the next De Pere Fire – Rescue Station. This parcel of land has the legal description as WD-L179-3.

The location of this property will provide the needed response time coverage to the south and west quadrants of De Pere. Currently, the area that this proposed fire station would provide response coverage for does exceed the five (5) minute response time goal set by the Department. As the Planning Commission is aware, emergency response times are mission critical when help is needed to manage an emergency medical or fire response call for assistance from our citizens and visitors.

Public safety is the bedrock of a community's vitality ensuring that folks feel safe and secure in the homes, places of employment, schools and recreation facilities. With the addition of the proposed De Pere Fire Station, the city will be properly covered by fire engines and ambulances.

As a quick review, the best time to intervene at a life threatening emergency medical response is no more than four to six minutes (hence the reason why the 5 minute response target time was selected). In this window of time, the "survivable patient" has the very best chance of recovering from their injuries or illness and returning to a normal productive life. Using the analogy of a traffic light, the lens color at this point would be green (potential savable patient).

If the emergency response window is stretched from seven to ten minutes, the patient outcomes will likely not be as acceptable. Permanent and irreversible brain damage will likely

occur with patients that are breathless and pulseless (their heart has stopped) for periods of time longer than six minutes. If bleeding is substantial and not controlled or replaced (with IV fluids), death is highly likely. The yellow lens is now lit, using the traffic light comparison. The margin is very thin to save a human life of someone that the response time exceeds the five minute response standard.

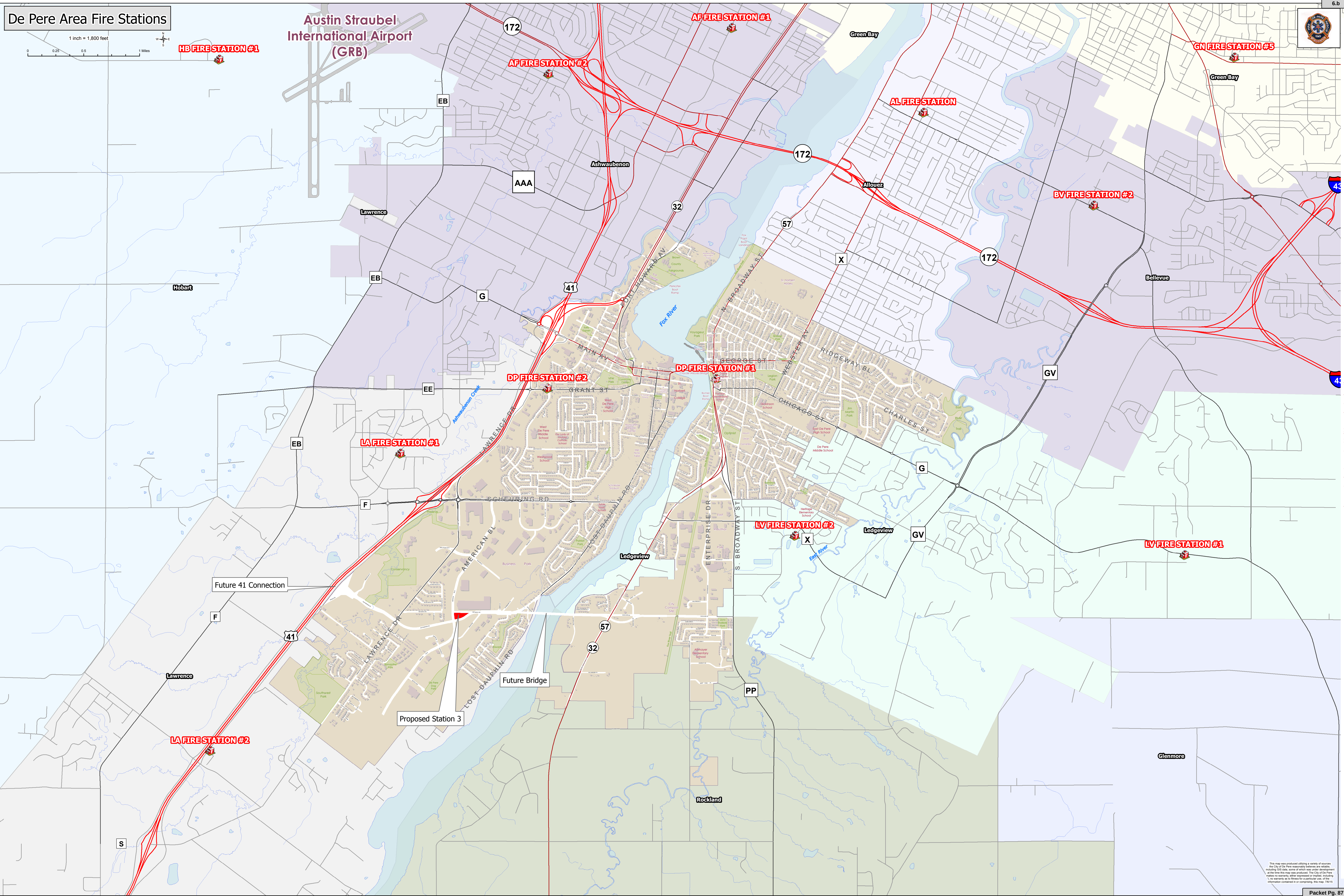
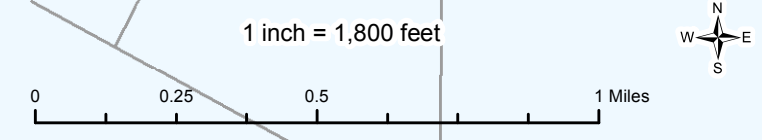
Increase the paramedic care arrival time to ten minutes or beyond and death is the most likely patient outcome. Life-saving care and transportation to an appropriate hospital after such a long time delay is generally futile. The traffic light has now lit up red and as such the notion is that the critical patient is no longer savable. In true emergency cases, it is rare to experience saving a life if the response time is ten minutes or longer. In the few true emergency cases that patients do survive long delay in receiving care, their recover is very slow and with substantive brain damage.

As a further benefit and opportunity, this location will be desirable to both of our neighboring fire departments. We are in discussions with both Lawrence and Ledgeview Fire Departments to determine the best and most efficient use of a fire station building at the proposed location. Both agencies have expressed a willingness to continue to discuss exploring just how a tri-community approach might be the most efficient and effective for all. The focus will be on service delivery and not on any one changing or losing their communities unique identity. In fact, these discussions have led us to explore the possibilities of establishing a joint training program that will be mutually beneficial. Ashwaubenon Public Safety Department has expressed an interest in possibly locating an ambulance in the Grant Street Fire Station (west side). To have all three communities working closer together with us to provide the best services possible to this portion of Brown County, will be in the best interest for all concerned.

Finally, once the new fire station site is determined, the design phase of the project will be added to the City's seven year Capital Improvement Budget starting in 2017. Design is tentatively scheduled to be completed in 2024 with construction tentatively scheduled for 2025.

The plat plan for this property, as well as the 5 minute response zones, is included as attachments for your review. If the De Pere Planning Commission would consider approval of this request for final action by the Common Council, it would be greatly appreciated. Thank you for your consideration of this request. I stand ready to respond to any questions that the Commission may have at this time.

De Pere Area Fire Stations



The map was produced using a variety of sources. The City of De Pere is not responsible for the accuracy of the information shown on this map. The City of De Pere makes no warranty, either expressed or implied, regarding the accuracy of the information shown on this map. The map is for informational purposes only and should not be used for any other purpose.

De Pere Fire Rescue- Proposed Station 3

1 inch = 80 feet



- Legend**
- Proposed Site- Station 3
 - Example Building Rendering
 - Driveway Rendering
 - Storm Manhole
 - Storm Catch Basin
 - Collectors
 - Culvert
 - Open Channel
 - Sanitary Manhole
 - Sanitary Gravity Main
 - Hydrant
 - Curb Box
 - Gate
 - Butterfly
 - Water Main

Site Specifications-
Parcels:
WD-L179-3
WD-L179-4
WD-L179-5-1

Total Acreage: ±2.93 Acres
Parcel Owner: City of De Pere
Utilities: Adjacent, Confirm laterals with Engineering
FEMA Flood Zone: None
DNR Wetlands: None
Zoning: Current I-3, General Industrial.
Recommended Re-Zoning to PPD, Planned Development District



This map was produced utilizing a variety of sources including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including but not limited to, the accuracy or completeness of the information contained in or comprising this map.

City of De Pere, Wisconsin**Request For Plan Commission Action**

MEETING DATE: August 24, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Review of the Precise Implementation Plan for 43,800 sqft
Commercial Office Building located off of Lawrence Dr. Applicant:
Mau & Associates. *

ATTACHMENTS:

- PC_Staff_August24_Festival Foods (PDF)
- WD_364_Festival_Foods (PDF)
- Festival Foods 8-14-15 (DOC)
- Tree planting diagram - DNR specs - arial (DOC)
- Ordinance #06-28 (PDF)

Item 7: Review of the Precise Implementation Plan for 43,800 sqft Commercial Office Building located off of Lawrence Dr. Applicant: Mau & Associates.*

The General Development Plan/Rezoning for the area was recommended for approval by the Plan Commission on July 24, 2006 and the approving Ordinance 06-28 was approved by the City Council on September 5, 2006. The General Development Plan identifies this area (Parcel WD-364-D-501-2) for a future development of retail and service uses that would benefit the business park. The proposed application is for Festival Foods Headquarters, a corporate office use, and thus it constitutes as a Major Amendment to the Development Plan. Attached you will find the original information approving the Development Plan for the area.



Figure 1. Image of existing site.

Overview:

LD properties IV LLC owns the property located along Lawrence Dr. and just south of Scheuring Rd. The Plan submitted is for the new Corporate Office of Festival Foods. The property is zoned I-B-1 (Industrial Business 1) with a Planned Development District Overlay. The proposal includes a two story corporate office building.

Public Works:

1. Show site address in title block on each page of the plan.
2. Label adjacent streets and rights of ways on the plan.

3. Parking lot striping will be a minimum of 4" width.
4. Water service is shown as 8" connecting to an 8" private main. Consider an additional valve west of the connection point to better isolate the service to this property. WDNR requires a private main serving multiple customers to have an above ground master meter. WDNR approval for a water main extension may be required.
5. Sanitary sewer service to the property is shown as 6" connecting to an 8" private main. Label the sanitary sewer as private. The City sanitary sewer is located along Lawrence Drive.
6. A maintenance agreement should be in place for the private sanitary sewer and private water main that serve multiple properties if this is owned by the same owner as this development. The maintenance agreement needs to include a plan for leak detection surveys and biannual flushing of the water main as well as cleaning and monitoring inflow and infiltration of the private sanitary sewer.
7. Provide documentation that the owner of the sanitary sewer main and water main approves the proposed connections to these pipes.
8. Verify the water main extension to this building does not impact fire flows to existing buildings served by the private water main.
9. Provide a safe water sample for the extended water main to the City of De Pere Water Department before connections are made to the pipe. Request new meters at least 5 business days in advance of needing them installed. Water meters larger than 1" will require one month advance notice.

Fire:

1. Plan reviewed and no fire department concerns noted.

Forestry:

1. See Attached Memo.

Health:

1. If there is an employee café and prep kitchen is used for the café, then a health department license is needed along with review of equipment. If the prep kitchen is used only to make and develop products for research and development of foods, a health department license is not required.

Building/Planning:

1. The site plan identifies an area outside of the parcel for the location of the dumpster and additional parking. Staff will need to receive either altered plans to include these within the parcel, or we will need a perpetual easement for access to the area that would contain the dumpster along with the parking area identified.
2. The site plan identifies two areas for signage: the Corporate Business Sign, located off of Lawrence Dr. and the Festival Foods sign located off of the private drive. The Corporate Business Sign shall have a minimum of 15 feet setback from Lawrence Dr. Currently it is only identified to have a 10 foot setback. Site Plan will need to be updated.
3. Additional signage information and design of all signage will need to be submitted to City Staff for review and approval. Signage to be in conformance with City's sign regulations.
4. Any proposed future additions should be included as part of this Precise Implementation Plan.
5. Lighting shall not be more than one foot candle at the property line.
6. The original approval for the Integrys Energy Services Building required that upon future development of the second building, a Traffic Impact Study would need to be completed. City Engineering Staff has also reviewed the area and previous TIA's and also determined that a TIA would be required as part of this development.

Recommendation

Staff would recommend approval of the Precise Implementation Plan subject to the items identified above being addressed and that this be referred to the Common Council for public hearing (Class 2 notice) for approval of re-zoning.

Festival Foods New Corporate Office

1724 Lawrence Drive
De Pere, WI

Project Information

Developer:	Commercial Horizons attn: Jeff Weyers 111 N. Washington St #400 Green Bay, WI 54301 920-434-7800
Project Name:	Festival Foods Corporate Office
Project Description:	New Building and Parking Lot
Project Address:	1724 Lawrence Drive

Contact Information

Architect:	Performa Contact: Brian Netzel 124 N. Broadway De Pere, WI 54115 920-336-9929
Engineer:	Mau & Associates, LLP Contact: Tonya Wagner, P.E. 400 Security Boulevard Green Bay, WI 54313 (920) 434-9670

Sheet Index:

Renderings

A1.1 First Floor Plan
A1.2 Second Floor Plan

A3.1 Exterior Elevations

C1.1 Existing Site Plan

C2.1 Site Demolition Plan
C2.2 Site Plan
C2.3 Grading and Erosion Control Plan
C2.4 Utility Plan

C3.1 Details

E1.0 Site Electrical Plan

L1.1 Landscape Plan

PARCEL WD-364-D-501-2

STALL COUNT

PROPOSED
154 STANDARD
6 HANDICAP
160 TOTAL

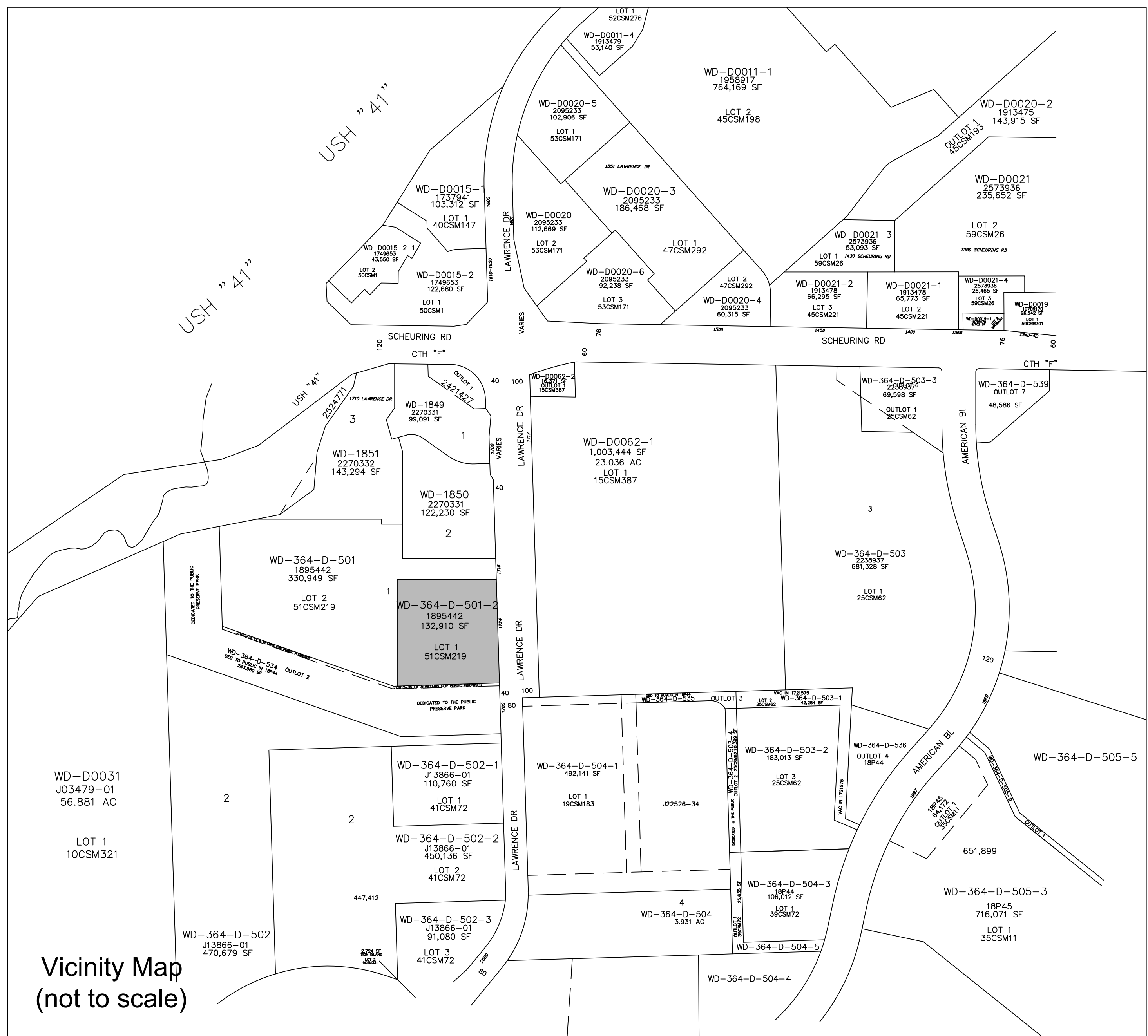
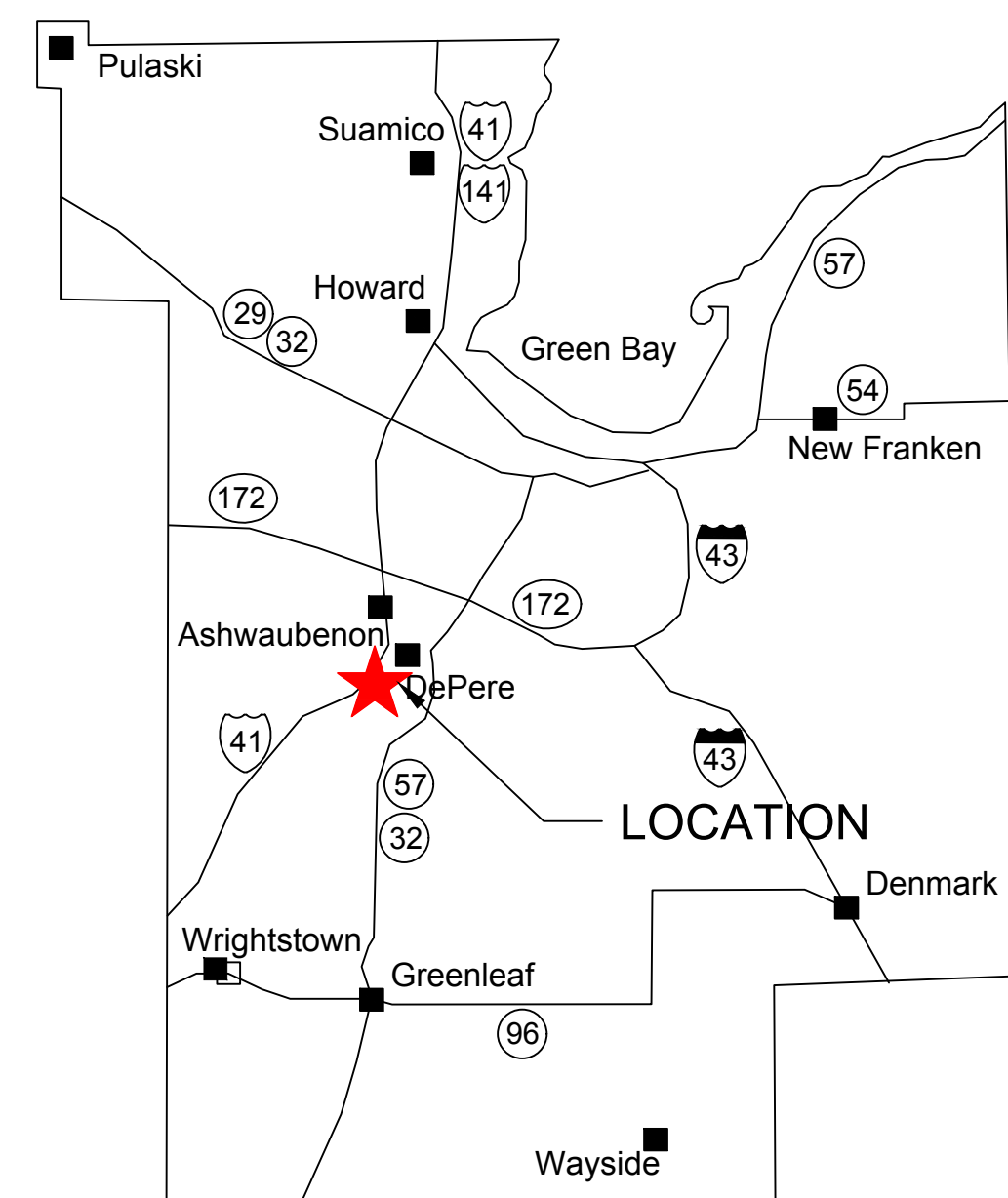
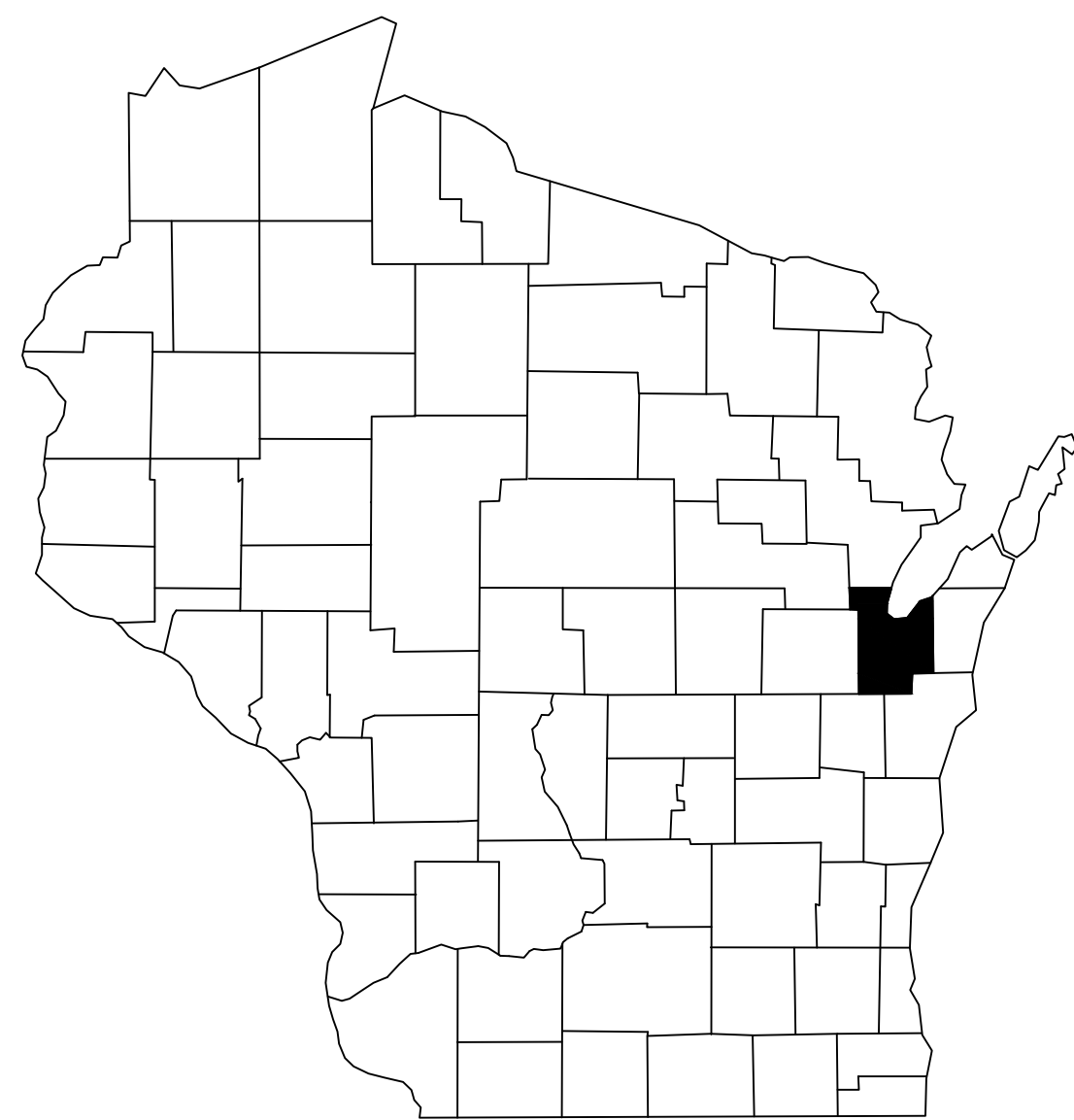
REQUIRED = 1 SP/250 SF OF GFA
= 37,323 SF/ 250
= 150 STALLS

SITE STATISTICS

EXISTING
SITE AREA - 132,910 SF
PERVIOUS 132,910 SF (100.0%)

PROPOSED
SITE AREA - 132,910 SF
BUILDING 21,925 SF (16.4%)
PAVEMENT 62,243 SF (46.8%)
PERVIOUS 48742 SF (36.8%)

FLOOR/AREA RATIO = 0.33



Vicinity Map
(not to scale)

Mau & Associates
LAND SURVEYING & PLANNING
CIVIL & WATER RESOURCE ENGINEERING
Phone: 920-434-9670 Fax: 920-434-9672











FLOOR PLAN SYMBOLS:

- DOOR I.D. SYMBOL - SEE SHEET A2.2
- WINDOW I.D. SYMBOL - SEE SHEET A6.1

FLOOR PLAN NOTES:

- ALL CMU WALL WIDTHS ARE TO BE 8" - WALL TYPE #1 UNLESS NOTED OTHERWISE. SEE SHEET A2.1 FOR WALL TYPES
- ROOM FINISH SCHEDULE - SEE SHEET A2.1
- DOOR AND FRAME SCHEDULE - SEE SHEET A2.2
- ENLARGED TOILET ROOM - SEE SHEET A6.1
- FOR FIRE EXTINGUISHER LOCATIONS AND TYPES - SEE SHEET L51.1
- CASEWORK AND BATHROOM ELEVATIONS - SEE SHEET A6.1

FIRST FLOOR PLAN

SCALE: 1/8" = 1'-0"

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NEW CORPORATE OFFICE FOR:
FESTIVAL FOODS
DEPERE, WISCONSIN



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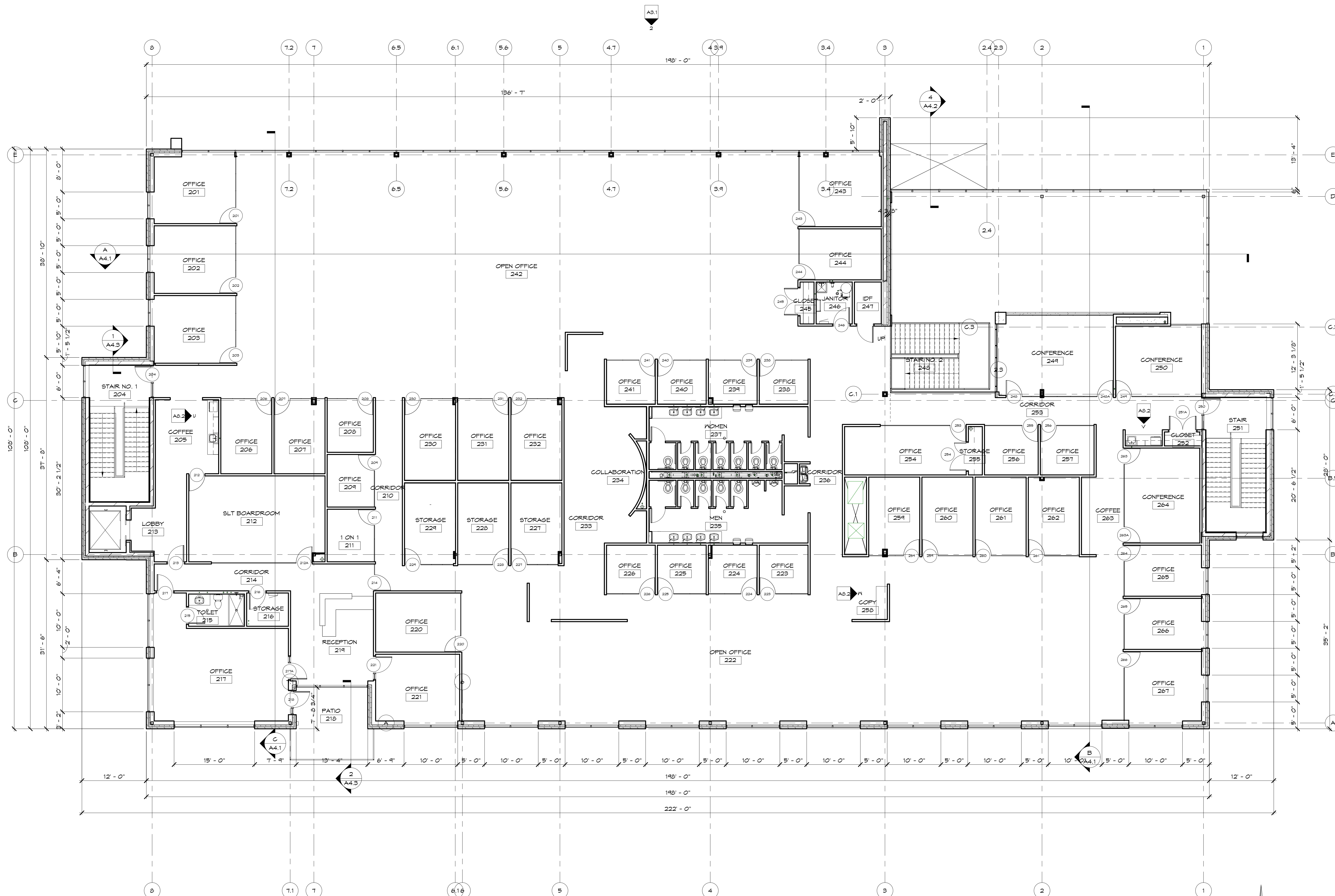
FIRST FLOOR PLAN

TITLE	CHD
DRAWN	FSH
DATE	MM/DD/YY
SCALE	1/8" = 1'-0"
DRAWING NO.	A1.1
PROJECT NO.	15011

101 = DOOR I.D. SYMBOL - SEE SHEET A2.2

1 = WINDOW I.D. SYMBOL - SEE SHEET A6.1

1. ALL CMU WALL WIDTHS ARE TO BE 8" - WALL TYPE #1 UNLESS NOTED OTHERWISE. SEE SHEET A2.1 FOR WALL TYPES
2. ROOM FINISH SCHEDULE - SEE SHEET A2.1
3. DOOR AND FRAME SCHEDULE - SEE SHEET A2.2
4. ENLARGED TOILET ROOM - SEE SHEET A3.1
5. FOR FIRE EXTINGUISHER LOCATIONS AND TYPES - SEE SHEET L5.1.1
6. CASEWORK AND BATHROOM ELEVATIONS - SEE SHEET A3.1



SECOND FLOOR PLAN

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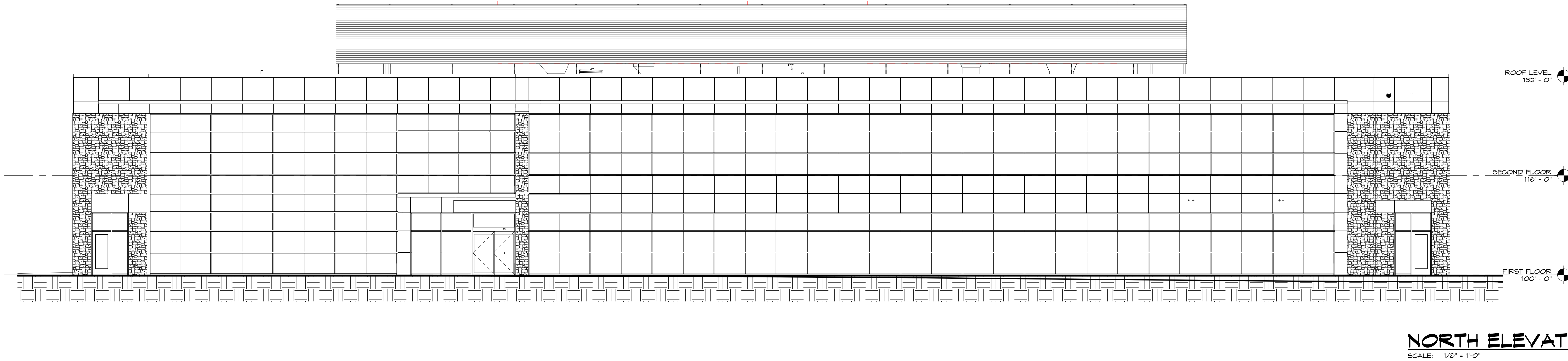
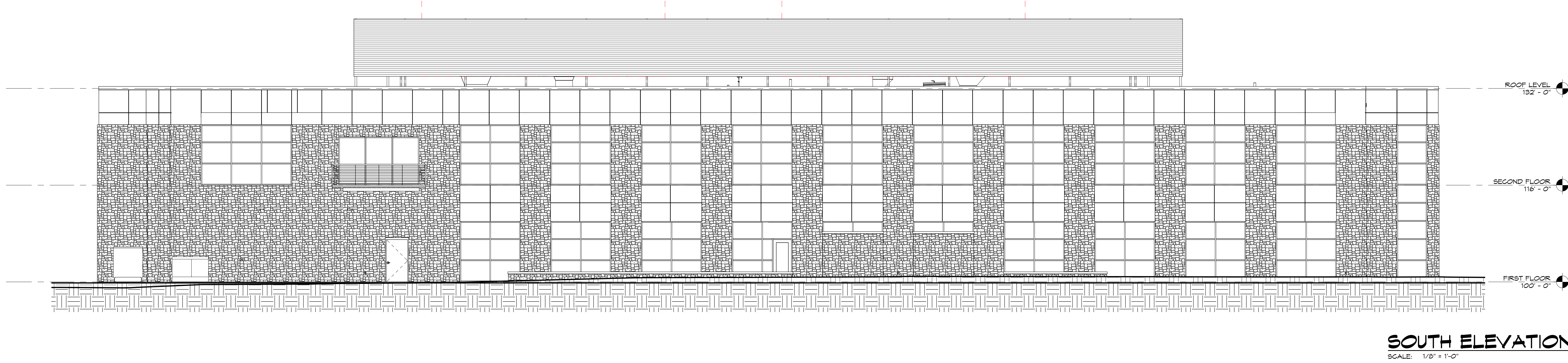
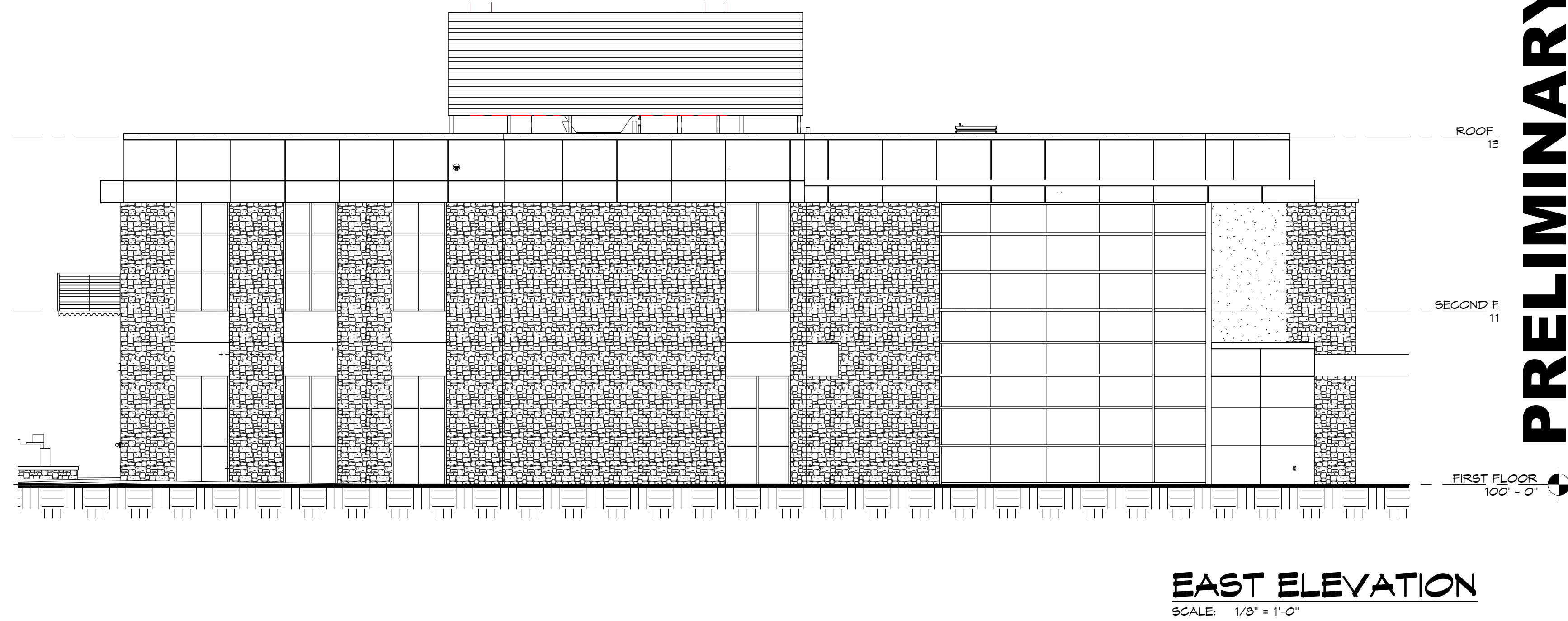
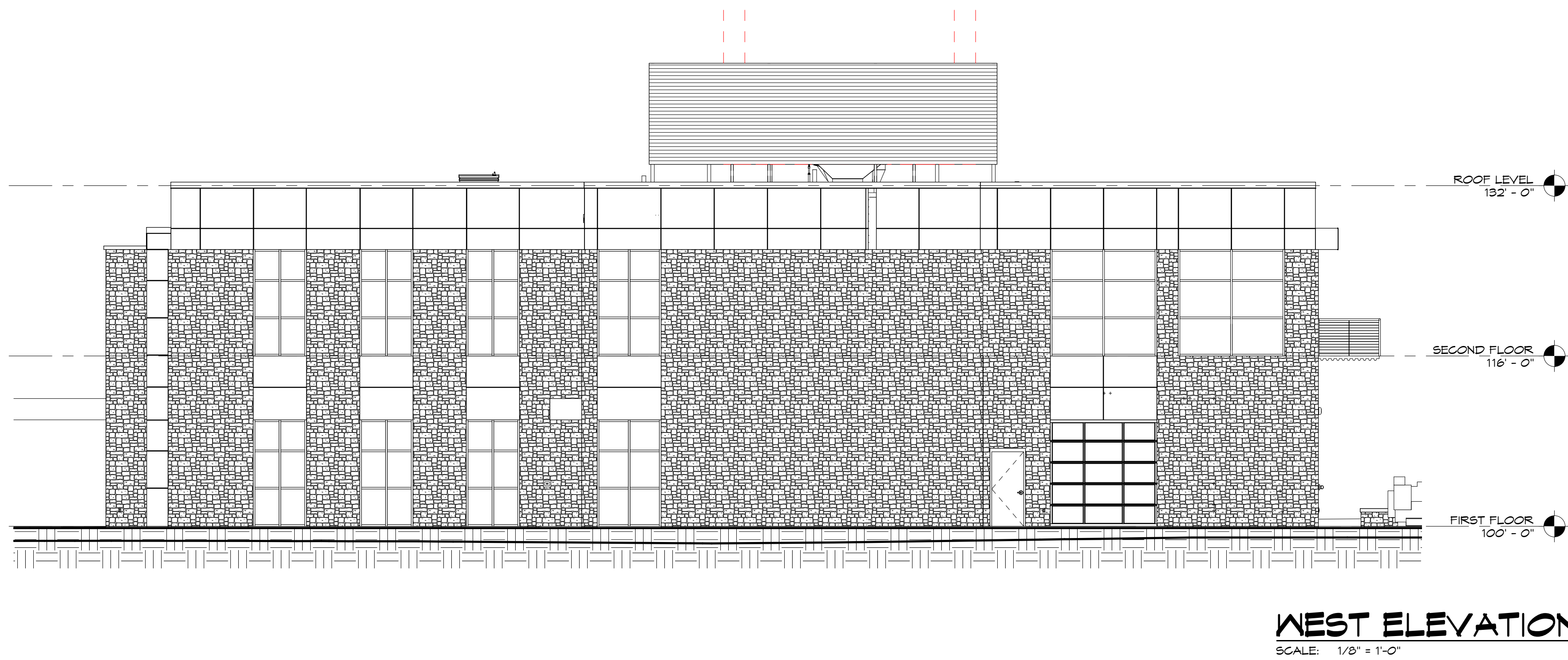


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SECOND FLOOR PLAN

DRAWN		CHK'D	
PSH		BJN	
DATE			
MM/DD/YY			
SCALE			
1/8" = 1'-0"			
DRAWING NO.			
A1.2			
PROJECT NO.		REV.	
15011			



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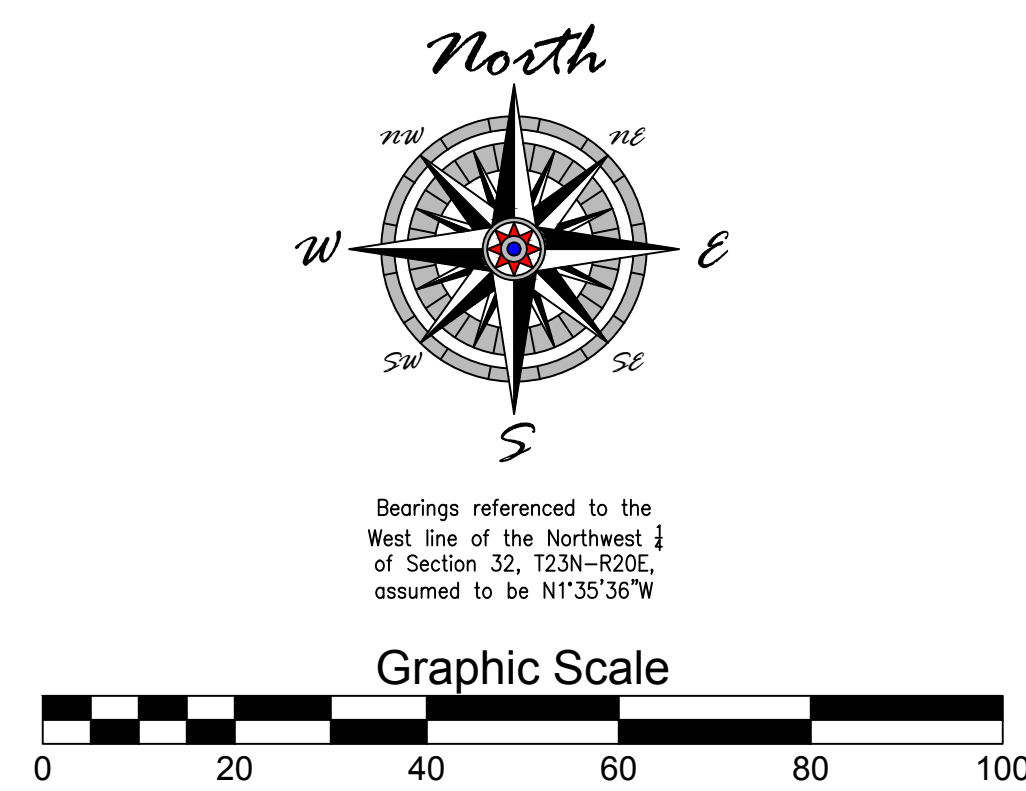
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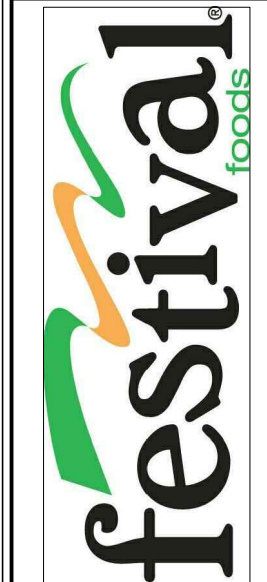
EXTERIOR ELEVATIONS

TITLE	DATE	BY	DATE
DRAWN: FSH	CHKD: BJN		
DATE: MM/DD/YY			
SCALE: 1/8" = 1'-0"			
DRAWING NO: A3.1			
PROJECT NO: 15011			



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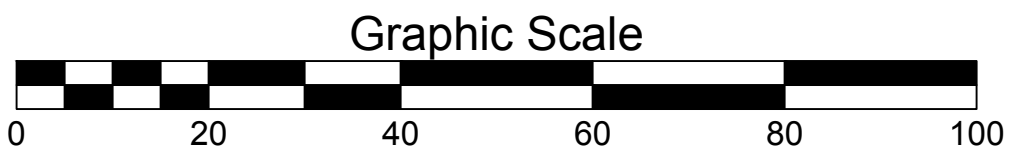
EXISTING
SITE
PLAN

TITLE	DATE	CLASS
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DATE	
SCALE	

DRAWING NO.
C1.1

PROJECT NO.	REV.
15011	



TONYA WAGNER, MAU & ASSOCIATES LLP-PROJECT ENGINEER, (920) 434-9670

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SITE DEMOLITION PLAN

TIME

DRAWN

DATE

SCALE

DRAWING NO.

PROJECT NO.

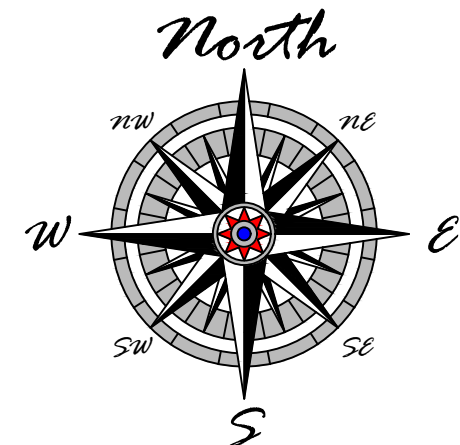
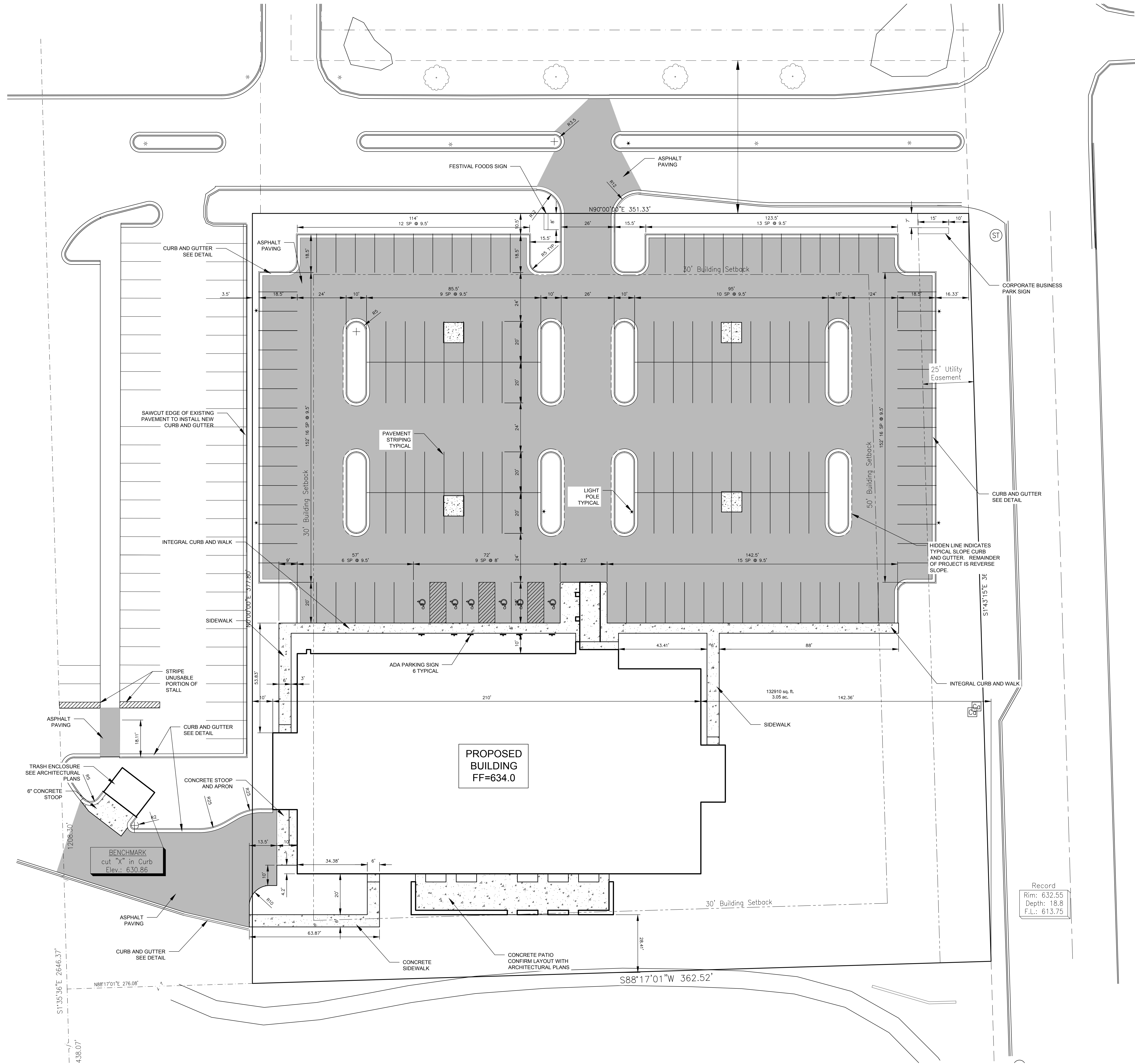
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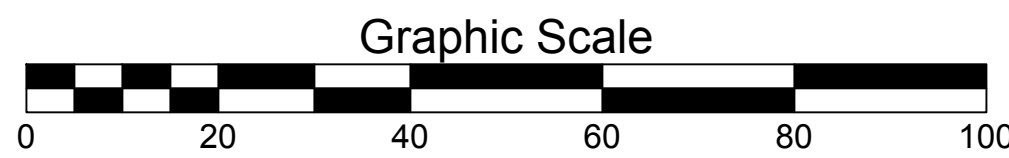
TAM

15011

REV.



Bearings referenced to the West line of the Northwest 1/4 of Section 32, T23N-R20E, assumed to be N1°35'36\"/>



SPILL PREVENTION AND EMERGENCY RESPONSE PLAN:

EMERGENCY CONTACTS
MIRON CONSTRUCTION
(920) 336-3400

EMERGENCY RESPONSE CONTACTS
FIRE/PARAMEDICS/POLICE 911
FIRE NON-EMERGENCY LINE (920) 448-3200
COUNTY HEALTH DEPARTMENT (920) 448-6400
DNR SPILL HOTLINE 1-800-943-0003

LOCAL EMERGENCY MEDICAL FACILITY
SAINT VINCENT HOSPITAL
1821 S. WEBSTER AVE
GREEN BAY, WI 54301
(920) 431-3041

SPILL PREVENTION
HAZARDOUS SUBSTANCE MANAGEMENT: ALL HAZARDOUS SUBSTANCES, INCLUDING CHEMICAL WASTES, ARE TO BE MANAGED IN A WAY THAT PREVENTS RELEASE.

RESPONSE ACTIONS IN THE EVENT OF A SPILL OR RELEASE

IMMEDIATELY TAKE THE FOLLOWING MEASURES TO KEEP THE SPILL FROM ENTERING SEWER OR STORM DRAINS, SPREADING OFF SITE, OR AFFECTING HUMAN HEALTH.

STOP, CONTAIN, AND CLEAN UP CHEMICAL SPILL IF:

- THE SPILLED CHEMICAL AND ITS HAZARDOUS PROPERTIES HAVE BEEN IDENTIFIED
- THE SPILL IS SMALL AND EASILY CONTAINED
- RESPONDER IS AWARE OF THE CHEMICALS' HAZARDOUS PROPERTIES

IF SPILL OR RELEASE CANNOT BE CONTROLLED OR INJURIES HAVE OCCURRED DUE TO THE RELEASE THE FOLLOWING PROCEDURES SHOULD BE IMPLEMENTED:

- SUMMON HELP OR ALERT OTHERS OF THE RELEASE
- EVACUATE IMMEDIATE AREA, PROVIDE CARE TO INJURED, CALL 911
- IF POTENTIAL FOR FIRE OR EXPLOSION - CALL 911
- RESPOND DEFENSIVELY TO ANY UNCONTROLLED SPILLS
 - USE PROTECTIVE EQUIPMENT
 - ATTEMPT TO STOP SOURCE OF RELEASE (IF SAFE TO DO SO)
 - PROTECT DRAINS BY USE OF ABSORBENT, BOOMS OR DRAIN COVERS (IF SAFE TO DO SO)
- NOTIFY ONSITE EMERGENCY CONTACT(S)
- COORDINATE RESPONSE ACTIVITIES WITH LOCAL EMERGENCY PERSONNEL
- BE PREPARED TO PROVIDE MSDS INFORMATION TO EMERGENCY PERSONNEL
- NOTIFY APPROPRIATE AGENCY IF RELEASE HAS ENTERED THE ENVIRONMENT.

GENERAL NOTES:

1. ALL CLEARING, GRADING, GRAVELING, PAVING, AND RESTORATION SHALL BE DONE IN ACCORDANCE WITH THE WISCONSIN DOT STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION, CURRENT EDITION.
2. A COPY OF THE EROSION CONTROL PLAN SHALL BE KEPT ON SITE AT ALL TIMES.
3. EROSION CONTROL METHODS SHALL BE IMPLEMENTED, AS DIRECTED BY THE ENGINEER, PRIOR TO AND DURING CONSTRUCTION, TO CONTROL WATER POLLUTION, EROSION, AND SILTATION. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH THE WIDNR TECHNICAL STANDARDS.
4. CONTRACTOR IS RESPONSIBLE FOR CONTACTING DIGGERS HOTLINE FOR THE LOCATION OF THE UTILITIES.
5. CONTRACTOR IS RESPONSIBLE FOR REMOVAL AND DISPOSAL OF ALL STUMPS.
6. EXCESS TOPSOIL SHALL BE STOCKPILED ON THE SITE WITH THE PROPER EROSION CONTROL AT A LOCATION ACCEPTABLE TO THE OWNER.
7. CONTRACTOR SHALL DISPOSE OF ALL WASTE AND EXCESS MATERIAL AT AN APPROVED LOCATION.
8. CONTRACTOR SHALL PROTECT ALL PROPERTY IRONS. A LICENSED LAND SURVEYOR, AT THE CONTRACTORS EXPENSE, SHALL REPLACE ANY PROPERTY IRONS REMOVED DURING CONSTRUCTION.

SEQUENCE OF CONSTRUCTION

- A. INSTALL TRACKING PADS AND SILT FENCE AS SOON AS PRACTICABLE. PERFORM STREET SWEEPING AS NEEDED.
- B. CONTACT THE CITY OF DE PERE, WDNR, AND BROWN COUNTY TO NOTIFY THEM THAT SITE GRADING IS TO BEGIN AND INITIAL EROSION CONTROLS ARE INSTALLED.
- C. REMOVE ITEMS AS NOTED ON THE SITE DEMOLITION PLAN WHILE MAINTAINING AS NEEDED UTILITY CONNECTIONS.
- D. EXCAVATE BUILDING FOUNDATION AS SHOWN ON THE PLAN AND ON DETAIL SHEETS. SALVAGE SUITABLE MATERIAL FOR FILL MATERIAL. DISPOSE OF NON-SUITABLE SOILS AT OFF-SITE LOCATION.
- E. COMPLETE UTILITY CONSTRUCTION. INSTALL INLET PROTECTION.
- F. BEGIN SIDEWALK AND PAVEMENT BASE COURSE INSTALLATION. BEGIN ROUGH GRADING OF LANDSCAPE AREAS.
- G. PERFORM STREET SWEEPING AND TEMPORARY MULCHING / SEEDING AS NEEDED AND REQUIRED.
- H. COMPLETE BASE COURSE GRADING, CURB AND GUTTER, SIDEWALK AND PAVEMENT CONSTRUCTION.

- I. COMPLETE FINE GRADING AND LANDSCAPING. PERMANENTLY STABILIZE EACH AREA OF THE CONSTRUCTION SITE WITH TOPSOIL, SEED, FERTILIZE AND MULCH AS SOON AS PRACTICABLE AFTER FINAL GRADING.

- O. REMOVE AND DISPOSE OF EROSION AND SEDIMENT CONTROL MEASURES WITHIN 30 DAYS OF FINAL SITE STABILIZATION (I.E. SILT FENCE, INLET PROTECTION, ETC.). VEGETATION SHALL ACHIEVE 70% GROWTH TO BE CONSIDERED STABILIZED.

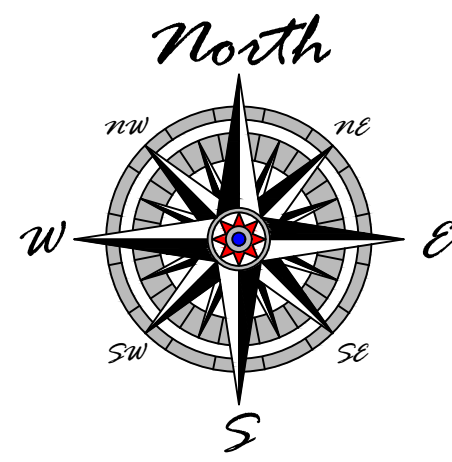
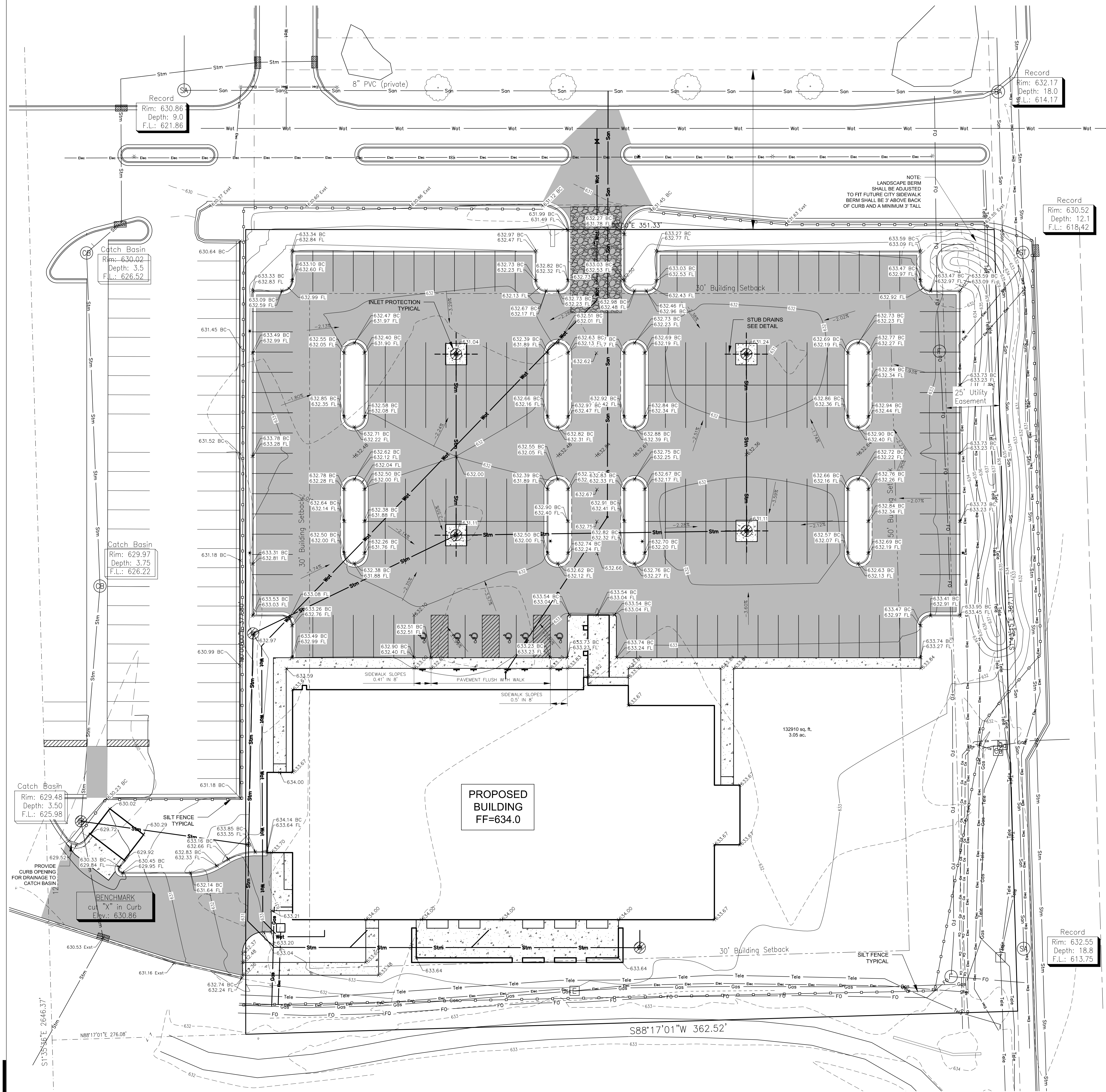
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Phone: 920-434-9070 Fax: 920-434-9072
Project # P-8015 Drawing # O-101 Data File P-8015

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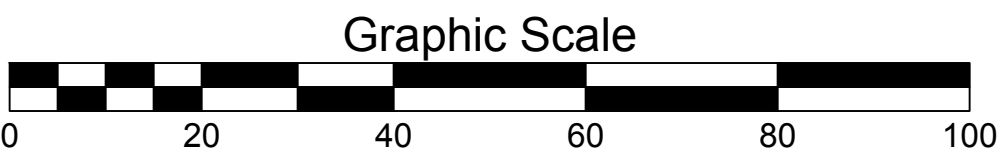


SITE PLAN

DATE	DRAWN	CHKD
	TAM	TAM
SCALE		
DRAWING NO.	C2.2	
PROJECT NO.	15011	REV.



Bearings referenced to the West line of the Northwest 1/4 of Section 32, T22N-R20E assumed to be N1°35'36"W



CONSTRUCTION SITE EROSION CONTROL

THE CONTRACTOR IS RESPONSIBLE FOR INSTALLING AND MAINTAINING EROSION AND SEDIMENT CONTROL MEASURES. ALL EROSION AND SEDIMENT CONTROL PRACTICES SHALL BE ACCORDANCE WITH THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES TECHNICAL STANDARDS AND IF NO STANDARD EXISTS THE WISCONSIN CONSTRUCTION SITE BEST MANAGEMENT PRACTICE HANDBOOK (CURRENT EDITION) SHALL BE REFERENCED. EROSION AND SEDIMENT CONTROL PRACTICES SHALL BE IN PLACE PRIOR TO DISTURBING THE SITE. CONTRACTORS SHALL MINIMIZE THE DURATION AND SIZE OF DISTURBED AREAS TO THE MAXIMUM EXTENT PRACTICABLE. EROSION AND SEDIMENT CONTROL PRACTICES PROPOSED FOR THIS PROJECT ARE DESCRIBED AS FOLLOWS:

SEDIMENT TRACKING FROM CONSTRUCTION SITE:

- STONE TRACKING PAD(S) - TECHNICAL STANDARD 1057
STONE TRACKING PADS WILL BE INSTALLED AT ENTRANCES SHOWN ON THE SITE. TRACKING PADS SHALL BE IN PLACE PRIOR TO LAND DISTURBING ACTIVITIES.
WASH WATER FROM VEHICLE AND WHEEL WASHING SHALL BE TREATED BEFORE ENTERING WATERS OF THE STATE.
- STREET SWEEPING/CLEANING
SEDIMENT TRACKED FROM THE CONSTRUCTION SITE SHALL BE CLEANED UP AT THE END OF EACH WORK DAY UNLESS THE SEDIMENT PRESENTS A HAZARD. SEDIMENT PRESENTING A HAZARD MUST BE CLEANED UP IMMEDIATELY.

SEDIMENT CARRIED OFF-SITE BY OVERLAND FLOW OR RUNOFF:

- SILT FENCE - TECHNICAL STANDARD 1056
SILT FENCE WILL BE INSTALLED DOWN-SLOPE OF ALL DISTURBED AREAS OF THE SITE. THE FENCE SHALL BE INSTALLED ALONG THE CONTOURS AND BE IN-PLACE PRIOR TO LAND DISTURBING ACTIVITIES.
- SEEDING - TECHNICAL STANDARD 1059; MULCHING - TECHNICAL STANDARD 1058
DISTURBED AREAS OF THE SITE SHALL BE SEEDED AND MULCHED AS SOON AS THEY ARE BROUGHT TO FINISHED GRADE. IN ADDITION, ANY STOCK PILES IN PLACE FOR 7 DAYS OR MORE SHALL BE SEEDED AND MULCHED.
- NON-CHANNEL EROSION MAT - TECHNICAL STANDARD 1052
EROSION CONTROL MAT SHALL BE PLACED AS SHOWN ON THE PLANS, AND/OR AS DETERMINED IN THE FIELD, TO PROTECT THE DISTURBED SLOPES FROM EROSION. NON-CHANNEL EROSION MAT SHALL BE INSTALLED AS SOON AS THE SLOPE HAS BEEN BROUGHT TO FINISHED GRADE.
- CONSTRUCTION SITE DIVERSION - TECHNICAL STANDARD 1066
WHERE POSSIBLE, THE SITE WILL BE GRADED SUCH THE RUNOFF FROM UNDISTURBED AREAS IS ROUTED AROUND DISTURBED AREAS OF THE SITE.

SEDIMENT CARRIED OFF-SITE BY DEWATERING OPERATIONS:

- DEWATERING - TECHNICAL STANDARD 1061
DEWATERING IS NOT ANTICIPATED FOR THIS PROJECT. IF IT IS REQUIRED, DEWATERING SHALL BE IN ACCORDANCE WITH THE DEWATERING TECHNICAL STANDARD. ANY NECESSARY PERMITS SHALL BE OBTAINED PRIOR TO DEWATERING OPERATIONS TAKE PLACE.

SEDIMENT ENTERING STORM DRAIN INLETS:

- STORM DRAIN INLET PROTECTION - TECHNICAL STANDARD 1060
ALL INLETS, PROPOSED AND EXISTING, ACCEPTING RUNOFF FROM DISTURBED AREAS OF THE SITE SHALL HAVE INLET PROTECTION INSTALLED PRIOR TO LAND DISTURBING ACTIVITY WITHIN THE AREA DISCHARGING TO THE INLET.

SEDIMENT BEING CARRIED OFF-SITE BY WIND:

- DUST CONTROL - TECHNICAL STANDARD 1068
WHEN REQUIRED, DUST CONTROL MEASURES SHALL BE EMPLOYED TO PREVENT DUST FROM BLOWING OFF-SITE.

INSPECTION AND MAINTENANCE

THE CONTRACTOR IS RESPONSIBLE FOR INSPECTION AND MAINTENANCE OF EROSION AND SEDIMENT CONTROLS UNTIL THE CONSTRUCTION SITE IS PERMANENTLY STABILIZED WITH A DENSE GRASS COVER. THE CONTRACTOR SHALL INSPECT EROSION AND SEDIMENT CONTROLS WEEKLY AND WITHIN 24 HOURS AFTER A RAINFALL EVENT OF 0.5 INCHES OR GREATER. THE CONTRACTOR SHALL INSPECT EROSION AND SEDIMENT CONTROLS FOR STRUCTURAL DAMAGE, SEDIMENT ACCUMULATION, OR ANY OTHER UNDESIRABLE CONDITION. THE CONTRACTOR SHALL REPAIR DAMAGED STRUCTURES PRIOR TO THE END OF EACH WORKING DAY. SEDIMENT SHALL BE REMOVED FROM THE STRUCTURE WHEN THE DEPTH OF SEDIMENT HAS ACCUMULATED TO ONE HALF THE HEIGHT OF THE DEVICE OR AS REQUIRED BY THE APPLICABLE WISCONSIN DEPARTMENT OF NATURAL RESOURCES TECHNICAL STANDARD (CURRENT EDITION).

THE CONTRACTOR SHALL SUMMARIZE WEEKLY INSPECTION AND MAINTENANCE ACTIVITIES ON A WEEKLY INSPECTION REPORT.

THE WEEKLY INSPECTION REPORT SHALL INCLUDE THE FOLLOWING MINIMUM INFORMATION:

- NAME OF INDIVIDUAL PERFORMING INSPECTION;
- DATE, TIME, AND PLACE OF INSPECTION;
- A DESCRIPTION OF THE CONSTRUCTION PHASE;
- A DESCRIPTION OF EROSION AND SEDIMENT CONTROL INSTALLATIONS;
- A DESCRIPTION OF EROSION AND SEDIMENT CONTROL MAINTENANCE ACTIVITIES;
- AND AN ASSESSMENT OF EROSION AND SEDIMENT CONTROL CONDITIONS.

THE CONTRACTOR SHALL PROMPTLY FURNISH THE ORIGINAL WEEKLY INSPECTION REPORTS TO THE OWNER, OWNER'S REPRESENTATIVE, OR WISCONSIN DEPARTMENT OF NATURAL RESOURCES WHEN REQUESTED. THE CONTRACTOR SHALL KEEP A COPY OF THE APPROVED EROSION & SEDIMENT CONTROL PLAN, PERMITS, AND WEEKLY INSPECTION REPORTS ON-SITE AT ALL TIMES.

ALL WASTE FROM THE CONSTRUCTION SITE SHALL BE PROPERLY DISPOSED OF AND NOT BE ALLOWED TO ENTER THE STORM SEWER SYSTEM, DRAINAGE SYSTEM, OR OTHER ENVIRONMENTALLY SENSITIVE AREAS LOCATED WITHIN THE CONSTRUCTION SITE, INCLUDING THE REGIONAL DETENTION POND TO THE SOUTH.

BC = BACK OF CURB
FL = FLOW LINE OF CURB

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DEPERE, WISCONSIN



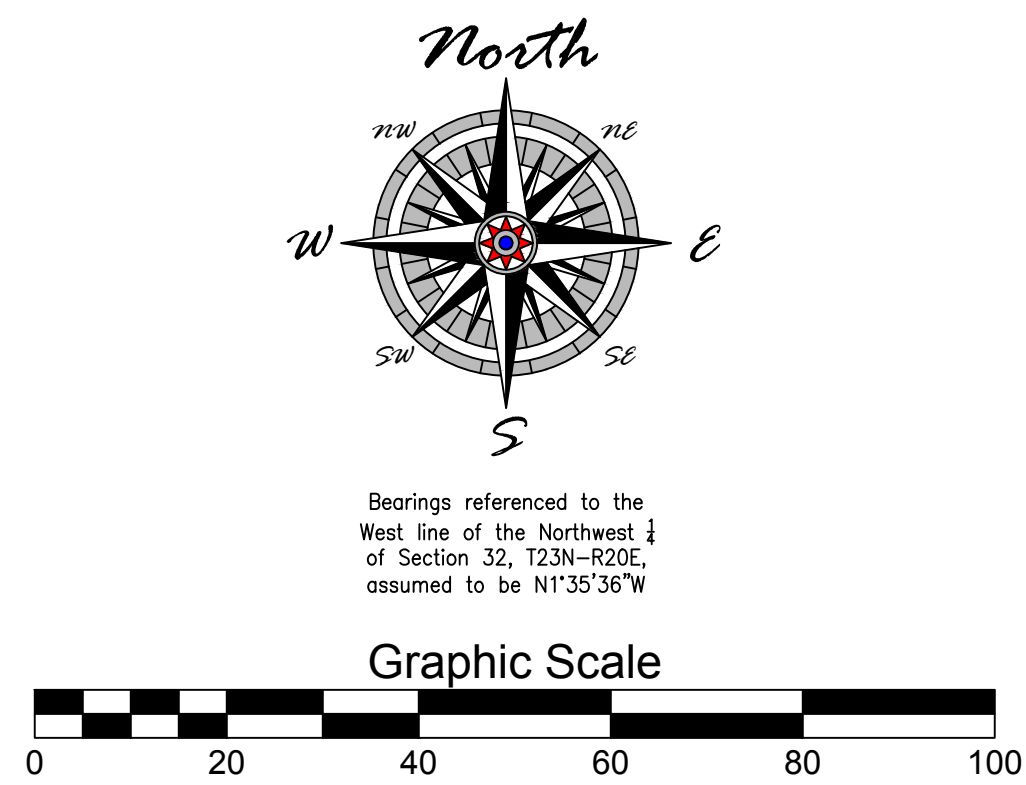
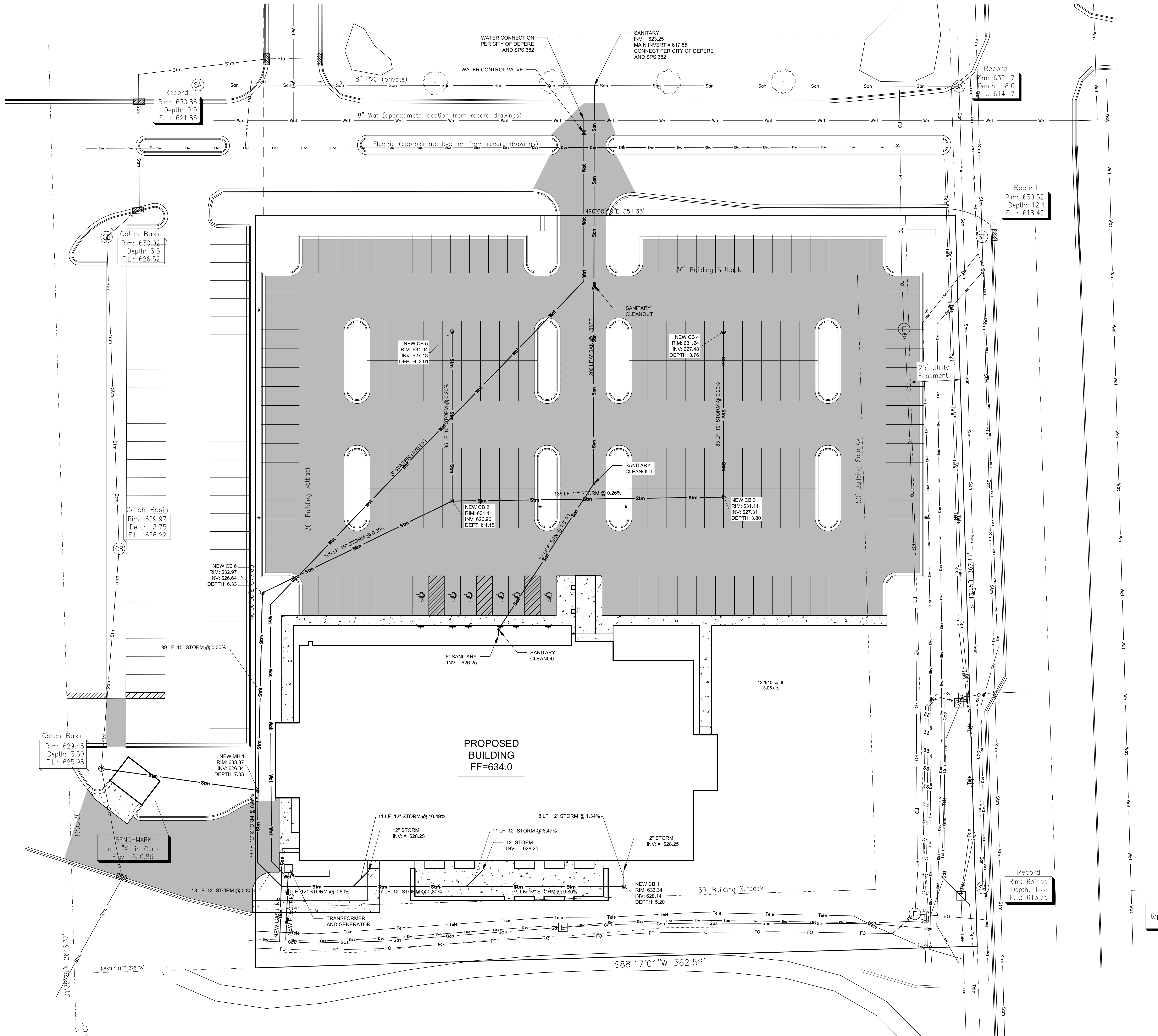
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GRADING AND
EROSION
CONTROL PLAN

THE	DRAWN	CHKD
DATE	TAN	TAN
SCALE		
DRAWING NO.	C2.3	
PROJECT NO.	15011	REV.

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Project # P-8615 Drawing # D-162 Issue File P-8615



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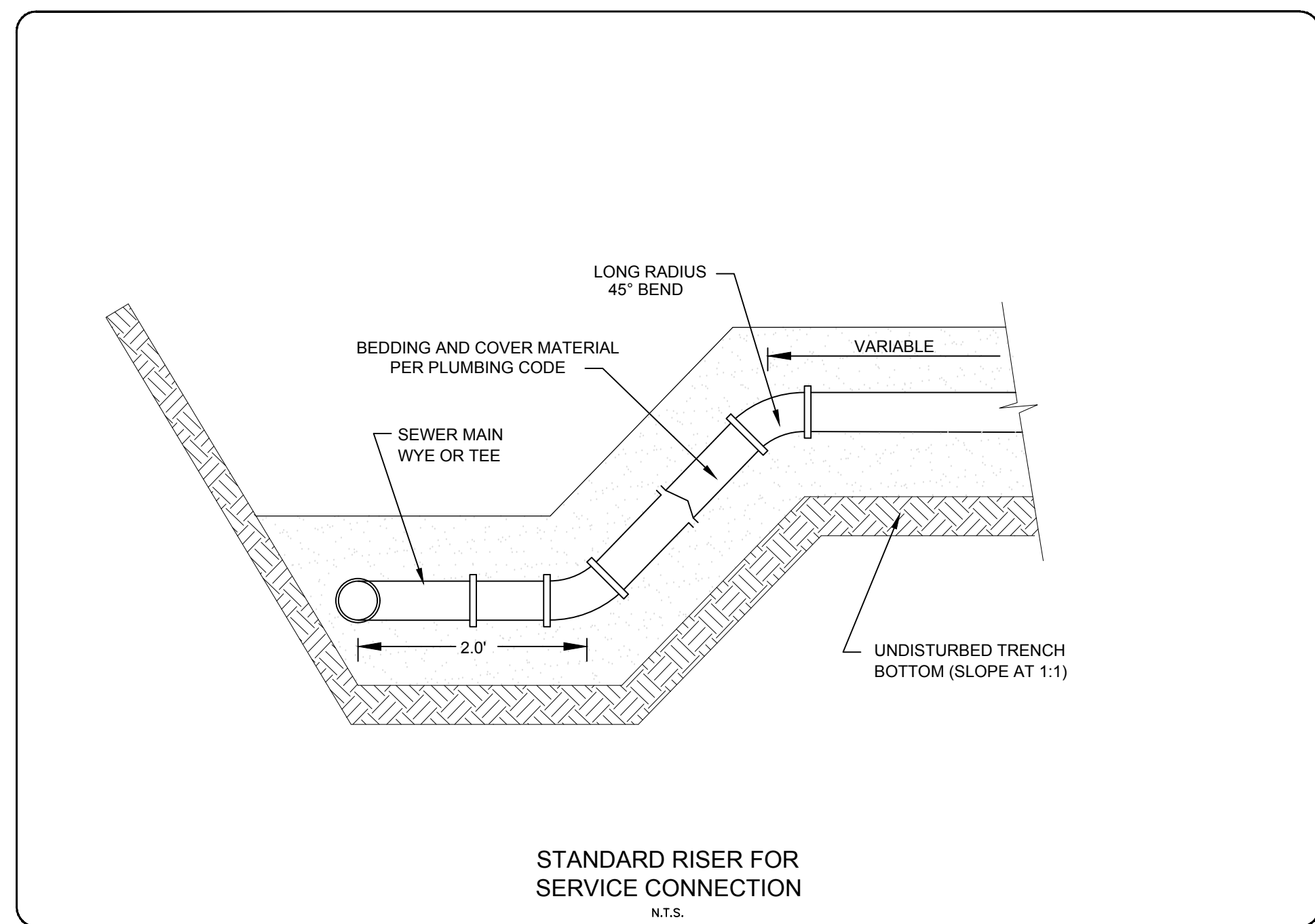
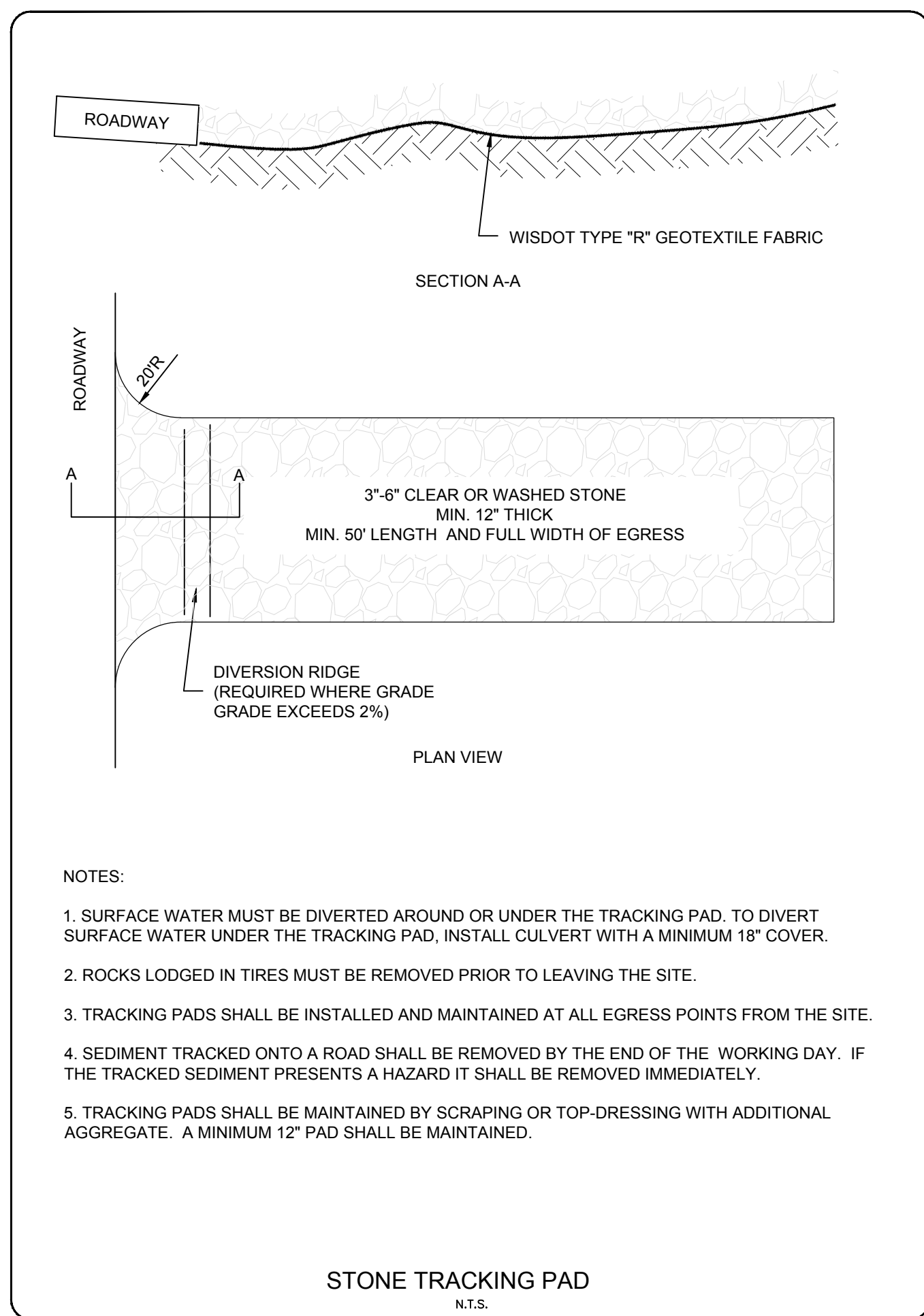
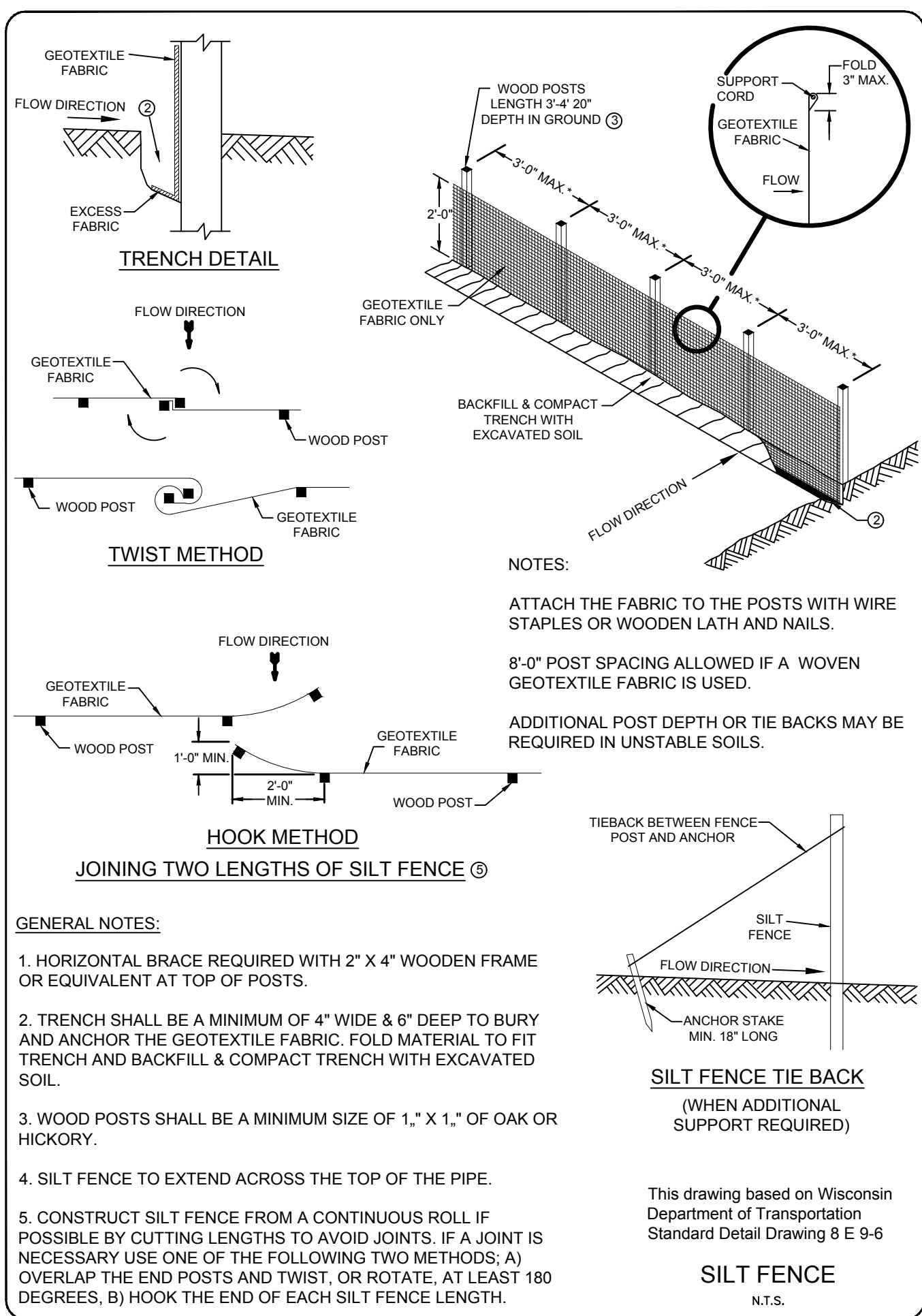
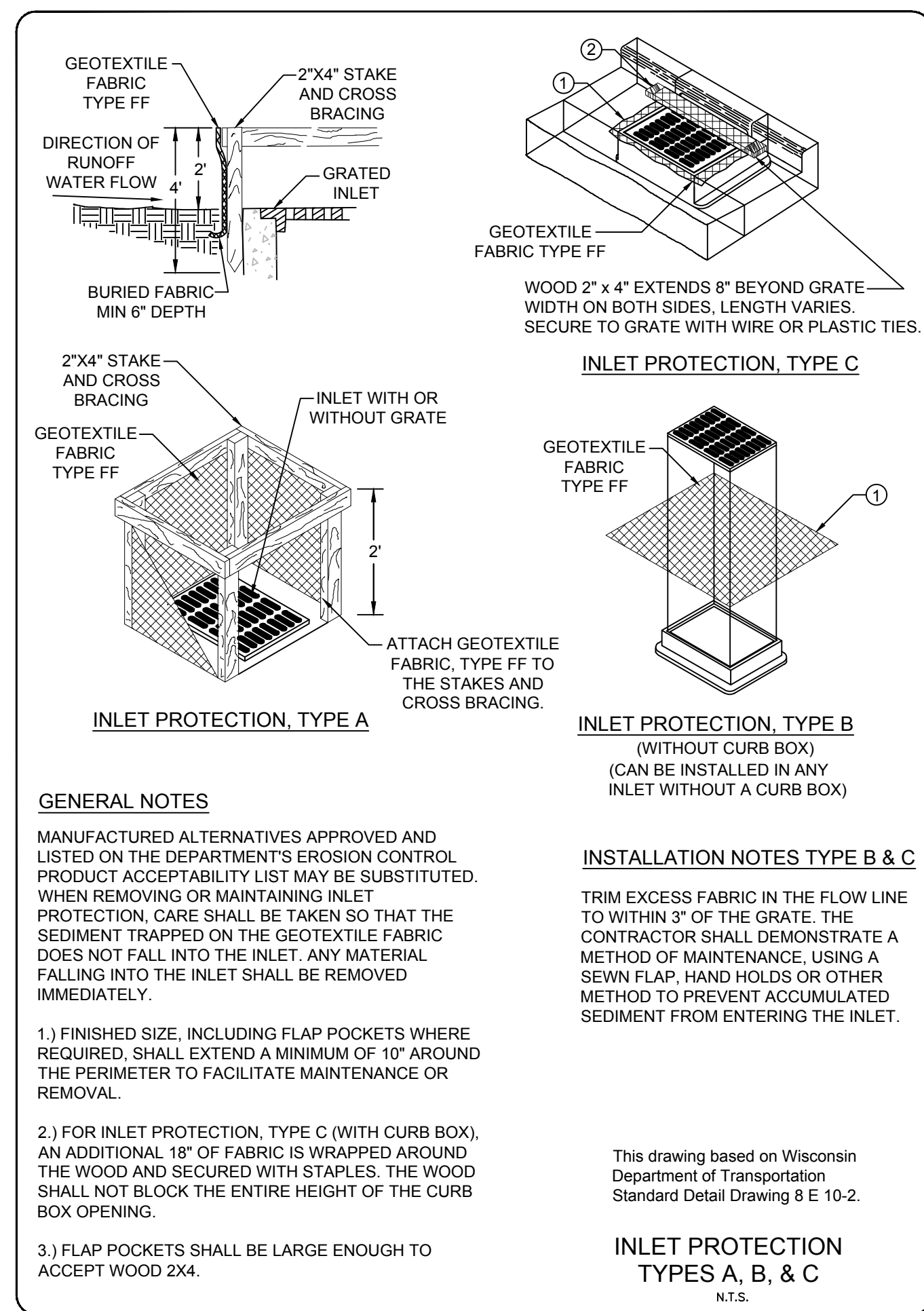
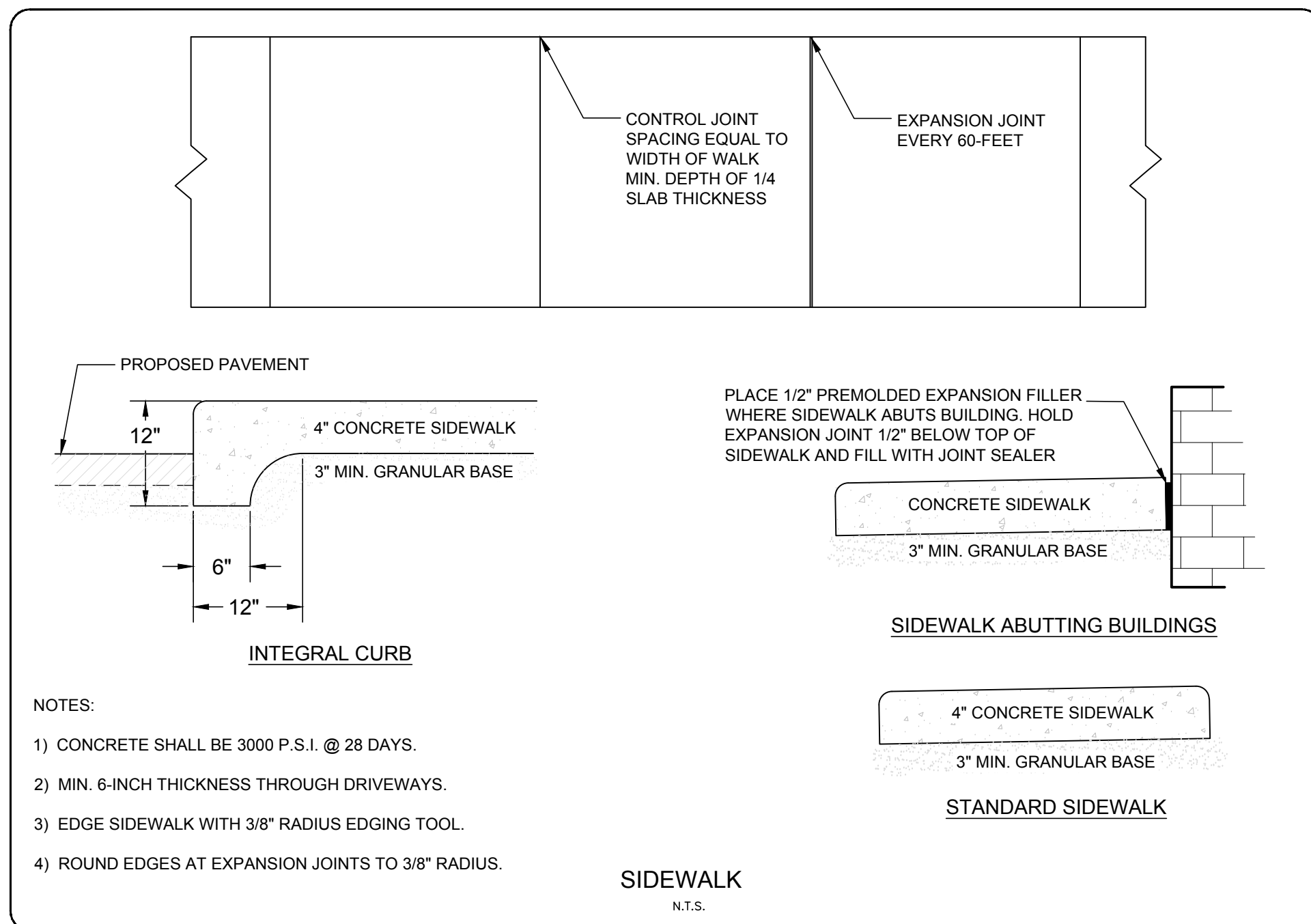
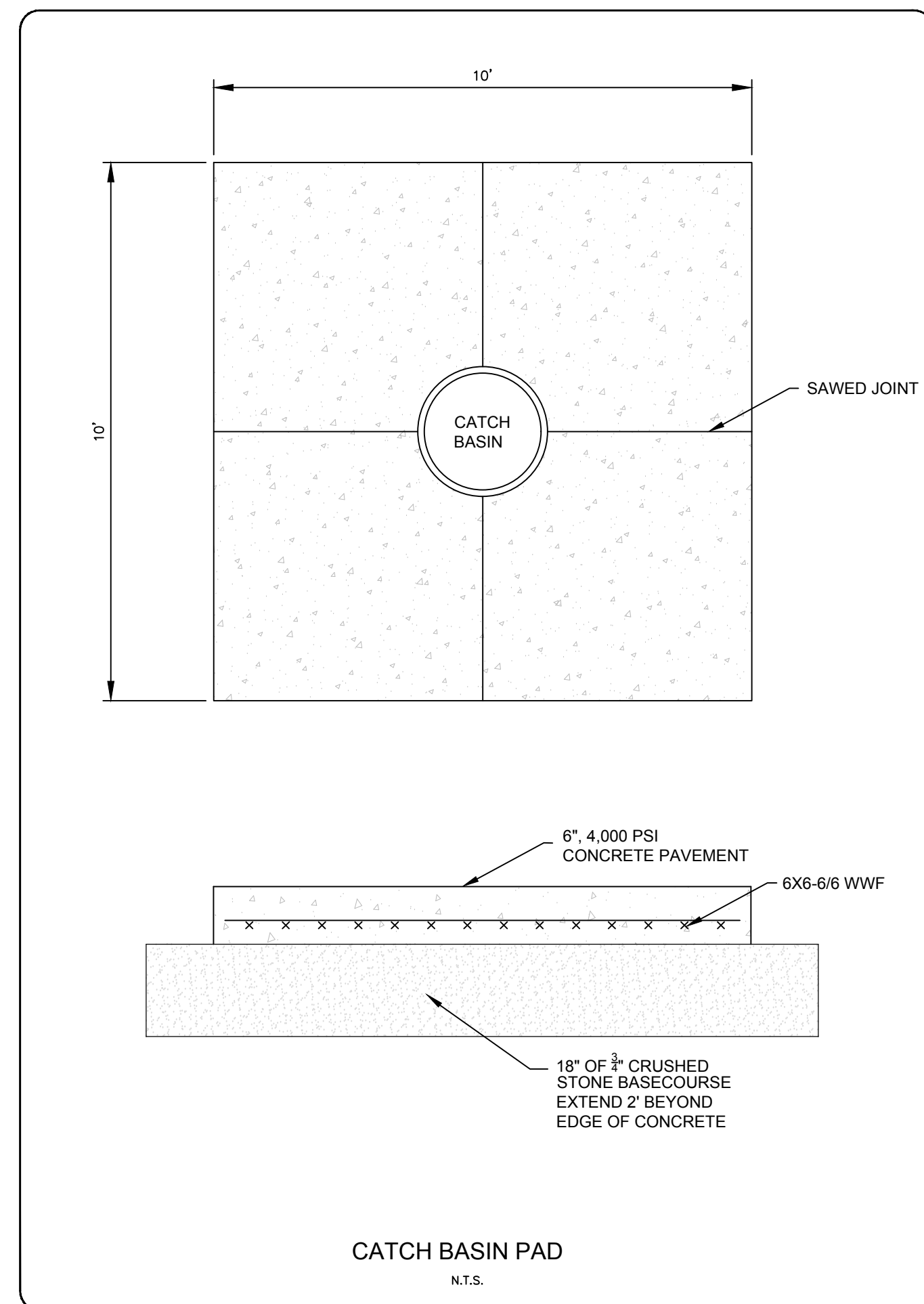
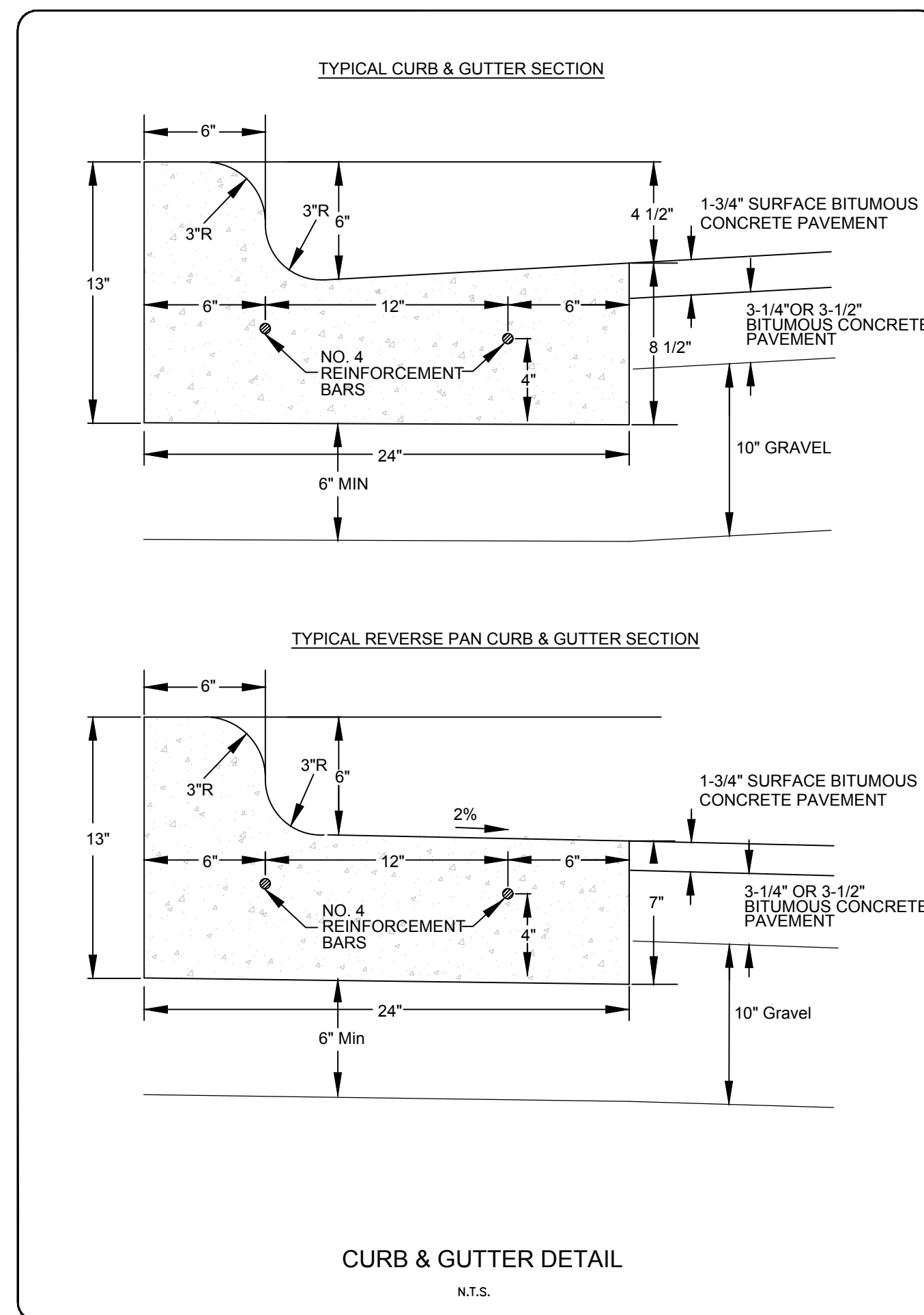
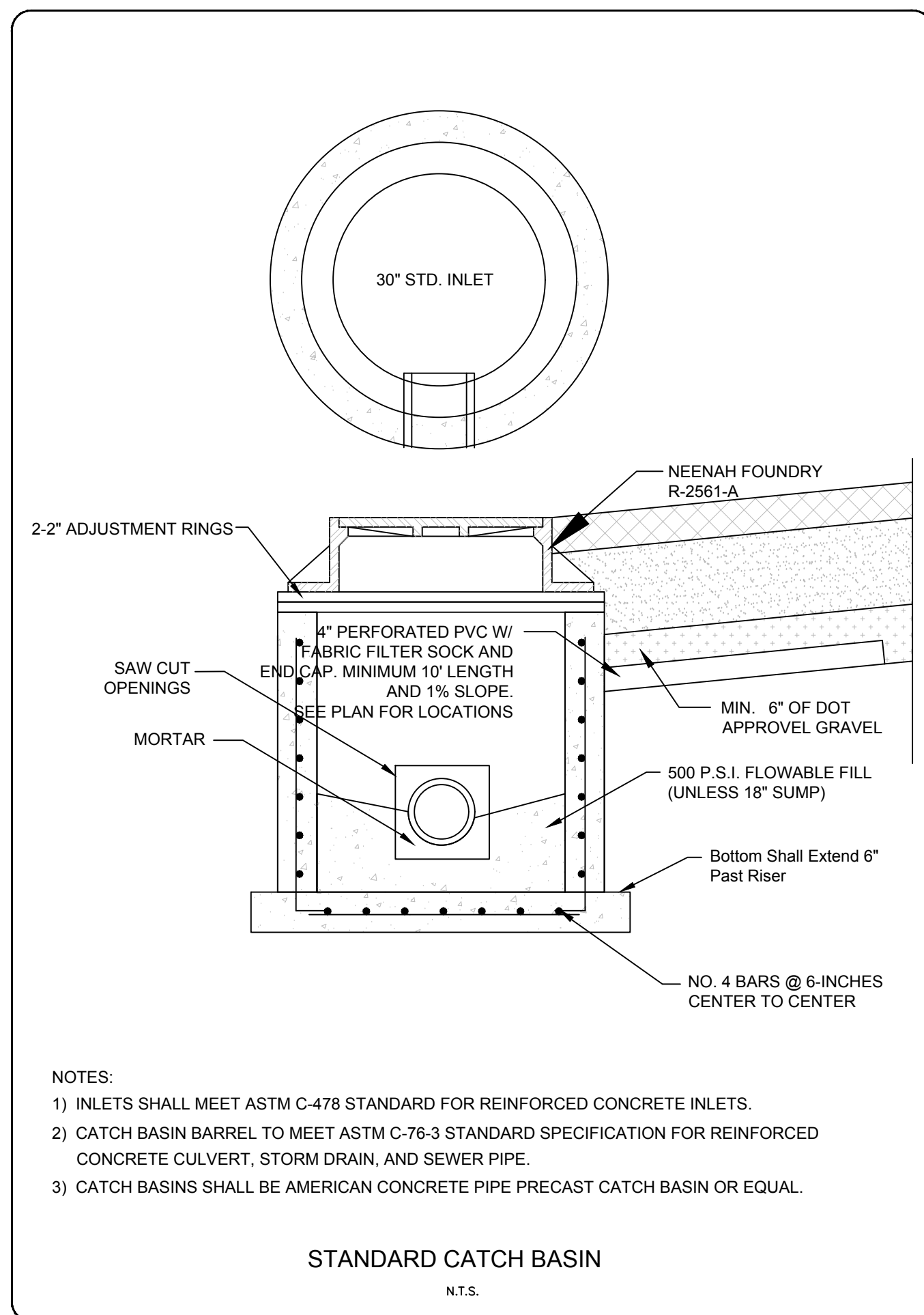
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Project # P-8615 Drawing # C2.162 Data File P-8615

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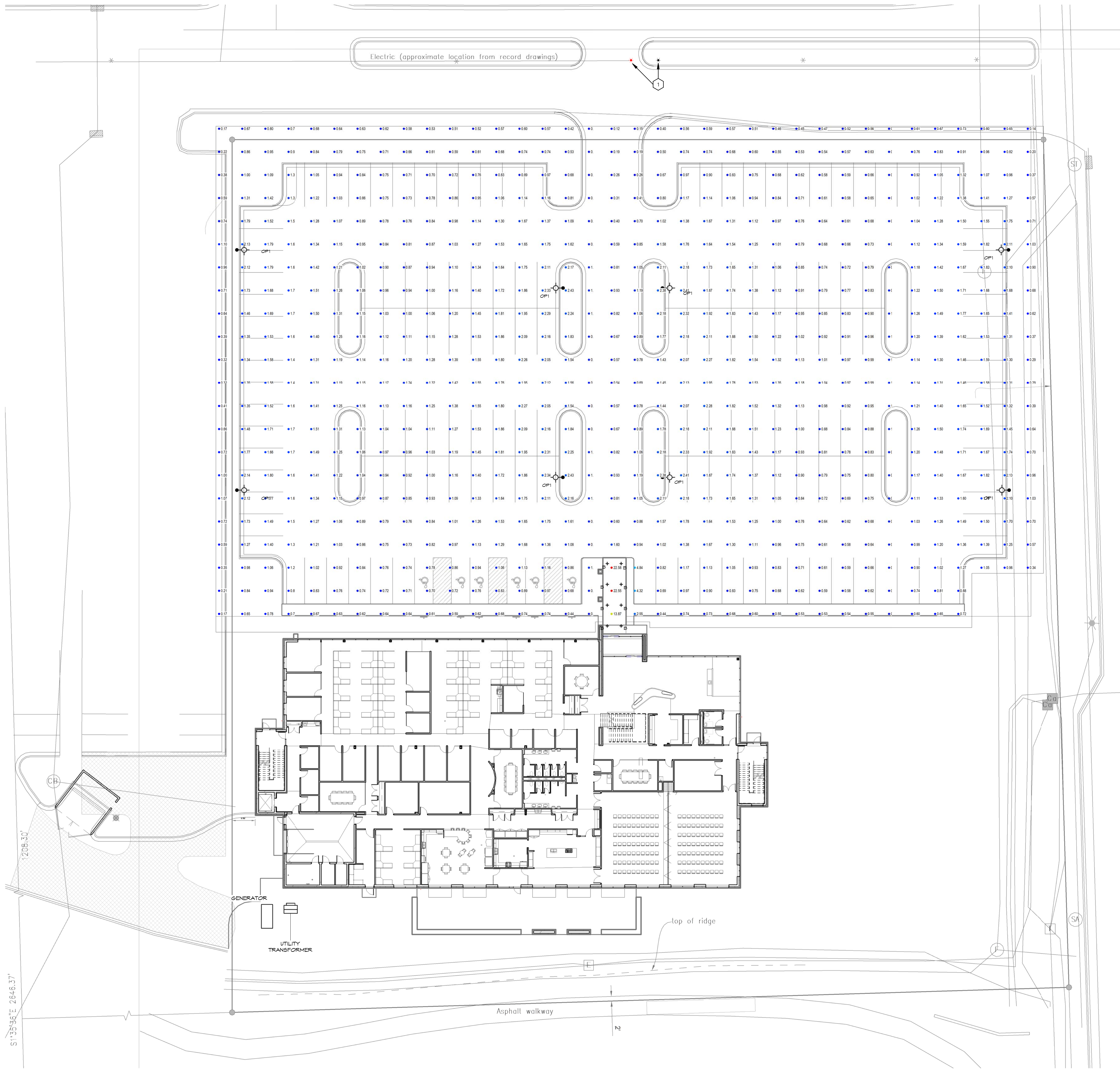


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DEPERE, WISCONSIN 54625
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UTILITY PLAN	
DATE	REV.
DRAWN TAN	CHECKED TAN
SCALE	
DRAWING NO. C2.4	PROJECT NO. 15011



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- 1 SITE ELECTRICAL PLAN NOTES:
- 1 RELOCATE EXISTING LIGHT POLE AND BASE TO NEW LOCATION AS SHOWN. SEE SITE DEMOLITION AND NEW CONSTRUCTION DRAWINGS. EXTEND EXISTING CONDUIT AND CONDUCTORS TO NEW POLE LOCATION AND RECONNECT POLE LIGHTS DOWN THE LINE.

Lawrence Drive



KAD LED
LED Area Luminaire



LIGHTING FIXTURE SCHEDULE									
TYPE	MOUNTING	DESCRIPTION	VOLTAGE	BALLAST /FIX	LAMP	WATTAGE	MANUFACTURER	CATALOG NUMBER	NOTES
OP1	POLE	LED POLE LIGHT, SINGLE-HEAD, TYPE 3, 11300 LUMENS	MVOLT		LED	216	LITHONIA	KAD LED 600 1000 40K R3 MVOLT	

SITE ELECTRICAL PLAN
SCALE: 1" = 20'-0"

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NEW CORPORATE OFFICE FOR:
FESTIVAL FOODS
DEPERE, WI



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SITE ELECTRICAL PLAN

DATE	08/04/15
DRAWN	MPM
CHECKED	MPM
SCALE	As indicated
DRAWING NO.	E1.0
PROJECT NO.	15011



2484 CTY RD KK
PPLETON, WI 54915-9464
PHONE 920-733-8223
FAX 920-733-3262
WWW.SCHMALZLANDSCAPING.COM

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Festival Foods - Corporate Office
1724 Lawrence Dr
De Pere, WI 54115

Landscape Plan

SHEET NO.		41
DOB #	FILE NO.	



TREES	COMMON NAME	BOTANICAL NAME	SIZE	QTY
AB3	Matador Maple	Acer freemanii 'Ballston'	2" b&b	7
AM	State Street Maple	Acer glabrum 'Morton' TM	2" b&b	10
AS	Autumn Brilliance Serviceberry	Amelanchier x grandiflora 'Autumn Brilliance'	1.75" b&b	10
BR2	Renaissance Reflection Paper Birch	Betula papyrifera 'Renci' TM	6-7" b&b	2
MA5	Adirondack Crabapple	Malus x 'Adirondack'	1.75" b&b	6
PD	Black Hills Spruce	Picea glauca 'Densata'	6-7" b&b	6
PA2	Autumn Blaze Pear	Pyrus calleryana 'Autumn Blaze'	2" b&b	8
UA	Accolade Elm	Ulmus x 'Accolade'	2"b&b	10
SHRUBS	COMMON NAME	BOTANICAL NAME	SIZE	QTY
BC	Concord Barberry	Berberis thunbergii 'Concorde'	3 gal	12
B63	Green Velvet Boxwood	Buxus x 'Green Velvet'	24" b&b	124
C62	Cardinal Red Twig Dogwood	Cornus sericea 'Cardinal'	5 gal	9
HP3	Pinky Winky Hydrangea	Hydrangea paniculata 'Pinky Winky'	5 gal	7
HT5	Tickled Pink Hydrangea	Hydrangea paniculata 'Tickled Pink'	5 gal	73
JB5	Broadmoor Juniper	Juniperus sabinia 'Broadmoor'	5 gal	20
PN3	Summer Wine Ninebark	Physocarpus opulifolius 'Summer Wine'	5 gal	5
RG2	Gro-Low Fragrant Sumac	Rhus aromatica 'Gro-Low'	5 gal	80
ST2	Tor Birchleaf Spirea	Spiraea betulifolia 'Tor'	3 gal	18
SM6	Magic Carpet Spirea	Spiraea japonica 'Magic Carpet'	3 gal	27
SM3	Miss Kim Lilac	Syringa patula 'Miss Kim'	5 gal	14
TT2	Techny Arborvitae	Thuja occidentalis 'Techny'	5-6' b&b	11
WN	Wine n' Roses Weigela	Weigela florida 'Wine TM'	5 gal	8
GRASSES	COMMON NAME	BOTANICAL NAME	SIZE	QTY
PH	Heavy Metal Switch Grass	Panicum virgatum 'Heavy Metal'	1 gal	45
PERENNIALS	COMMON NAME	BOTANICAL NAME	SIZE	QTY
HO	Stella de Oro Daylily	Hemerocallis x 'Stella de Oro'	1 gal	20
HP7	Palace Purple Coral Bells	Heuchera micrantha 'Palace Purple'	1 gal	71

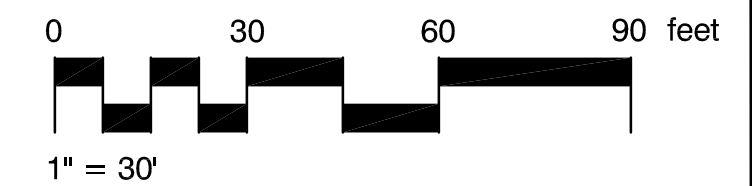
-All planting beds to have mixed cobble decorative stone, weed fabric, and commercial grade Cobra edging unless otherwise noted

- All trees to be staked

-Lawn areas between front of building and sidewalk to be sod; remaining lawn areas to be seed

-East berm to be 3' at highest point and tapered to meet existing grade

- Planting beds around building to have irrigation





City of De Pere

925 South Sixth Street
De Pere, WI 54115-1199
Phone: 920-339-8362
Fax: 920-339-4071

Don Melichar
City Forester
dmelichar@mail.de-pere.org
www.de-pere.org

FESTIVAL FOODS Site Plan Requirements And Recommendations City Forester – Don Melichar August 14, 2015

Requirements

1. All planting, mulching and staking should be in accordance with WDNR recommendations and current proper practices. There are no guidelines that are included on the Landscape Plan. Copies of the proper guidelines are included with this document and additional copies can be obtained from the City Forester. Please be sure to follow these guidelines and/or specifications, as proper procedures are critical for the long-term health of the plants.
2. All plant material and beds should have a follow-up schedule for maintenance and replacement. It is essential that this schedule be established to ensure that the plants are maintained for health and any compromised plants are to be replaced in a timely manner. This maintenance schedule should include provisions to protect plants in the winter, as some of these may be susceptible to animal feeding or damage.
3. A preservation and protection plan for existing vegetation and trees, including City owned trees and shrubs, should be included on plans when applicable.

Recommendations

1. It appears the plantings will perform well in our environment.

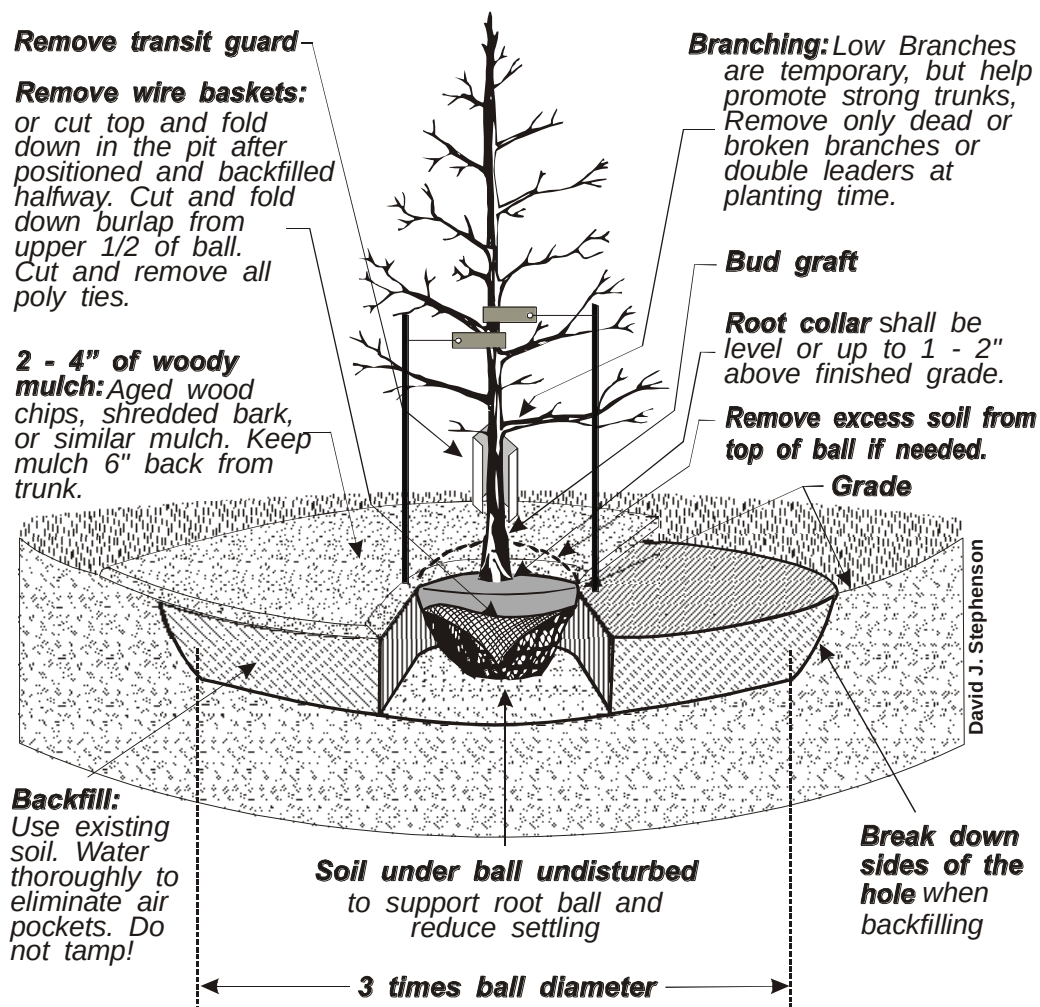
If you should have any questions, comments or concerns regarding any of these requirements or recommendations, please contact me.

Sincerely,

Don Melichar
De Pere City Forester

Attachment: Festival Foods 8-14-15 (3844 : Festival Foods PIP)

Proper Tree Planting Diagram



Stake only if you have to. Use 2-3"-wide webbing straps and secure to stakes with heavy gauge wire. The wire should be able to stick straight out from the stake and hold the webbing strap up, preventing it from sliding down the tree. Do not stake tightly - trees gain strength from movement. Remove all stakes after one year.

Use of tree wrap is not recommended, as it causes a number of problems for the tree.

Wisconsin Dept. Of Natural Resources - Oct. 2000

ORDINANCE #06-28

REZONING CERTAIN PROPERTY
(PARCELS WD-364-D-501-1, WD-D-0038-1 and WD-364-D-501)

WHEREAS, the Common Council of the City of De Pere, having reviewed the application regarding the proposed change in zoning classification for the property described below and having scheduled a public hearing then to be decided by the Common Council; and

WHEREAS, the City Clerk-Treasurer, having published a Notice of Public Hearing regarding such proposed zoning change and, pursuant thereto, a public hearing having been held on the 5th day of September, 2006 at 7:30 p.m. and the Common Council having heard all interested parties or their agents and attorneys;

NOW, THEREFORE, the Common Council of the City of De Pere, Wisconsin, do ordain as follows:

Section 1. That the following described property located at the southwest corner of Lawrence Drive and Scheuring Road, further described as follows:

Lot 1 of 34 CSM 112, being part of the Northwest $\frac{1}{4}$ of the North West $\frac{1}{4}$, section 32, Township 23 North Range 20 East and being a part of Lot 1, Plat of De Pere Business Park (approx. 5 acres)(WD-364-D-501-1)

And

Part of the North West $\frac{1}{4}$ of the Northwest $\frac{1}{4}$, Section 32, Township 23, Range 20 East Commencing at the Northwest corner of the easterly 303 Feet, Southwesterly 924 feet to W/L North Feet to the beginning, excepting Highway and excepting 34 CSM 112 (approx. 741 acres)(WD-D0038-1)

And

Lot 1, Plat of De Pere Business Park excepting that strip described in J12912-35 and excepting 34CSM112 (approx 13.672 acres) (Parcel WD-364-D-501).

Ordinance #06-28
Page Two

be and the same is hereby rezoned from its present zoning classification of I-3, General Industrial District to Planned Development District (PDD) as set forth in, and regulated by, the provisions of the De Pere Zoning Code, such rezoning shall be conditioned upon all recommendations of the Plan Commission and conditioned on compliance with the provisions of Chapter 14, De Pere Municipal Code.

Section 2. That the Clerk-Treasurer is directed to amend the City of De Pere Zoning Map in conformity with the provisions of this ordinance.

Section 3. That all other ordinances in conflict herewith are hereby repealed.

Section 4. That this ordinance shall take effect upon its passage and publication according to law.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 5th day of September, 2006.

APPROVED:

Michael J. Walsh, Mayor

ATTEST:

Vicki Scray, Deputy Clerk-Treasurer

Ayes: _____

Nays: _____

CITY PLAN COMMISSION

July 24, 2006
De Pere, Wisconsin

A meeting of the City Plan Commission was held at 7:00 p.m. today in the Council Chambers of the De Pere City Hall.

Alderman Daanen called the meeting to order.

Members present: Citizen Members Tom Walsh, Rebecca Afshar and James Kalny, and Alderpersons Jerome Daanen and Kathy Van Vonderen, and Mayor Walsh.

Members excused: Citizen Member Derek Beiderwieden

Also present: Planning Director William Patzke, and members of the public.

ITEM #1 Minutes of the June 26, 2006 regular meeting of the Plan Commission.

A motion was made by Tom Walsh to approve the minutes of the June 26, 2006 meeting as presented. Motion seconded by Afshar. Motion carried.

ITEM #2 Review of a request to rezone Parcels WD-364-D-501-1, WD-D0038-1, and WD-364-D-501, located on the southwest corner of Lawrence Drive/Scheuring Road, from C-EO, Corporate –Executive Office District to PDD, Planned Development District and the General Development Plan. Applicant: Lost Dauphin Properties, LLC.

Patzke read the staff report (said report shall henceforth be considered a part of these minutes).

A motion was made by Mayor Walsh to approve the staff recommendation with the additional recommendation that the developers enter into a development agreement with the City of De Pere for the construction of improvements identified in the Transportation Improvement Assessment that will be required as a result of the development. Motion seconded by Kalny.

Motion carried.

ITEM #3 Review of a request to rezone Parcel WD-1375 (Lot 10 Southbridge Business Park) located on the east side of American Boulevard from I-B-2, Industrial-Business-2 to PDD, Planned Development District and the General Development Plan. Applicant: Greg Thompson, Storage Shop USA.

Patzke read the staff report (said report shall henceforth be considered a part of these minutes).

A motion was made by Mayor Walsh to open the meeting to the public. Motion seconded by Daanen. Motion carried.

Greg Thompson, StorageShopUSA™, 4610 Milwaukee Street, Madison, Wisconsin, introduced himself to the Commission. Thompson explained the process behind the development of his company and the reasoning behind the need for the units. In answer to Alderperson Daanen's question regarding who will be responsible for the weeds, etc., when I sell enough units I turn the project over to an Association and it will be in their maintenance agreement that they have to upkeep the property. It's also in my best interest because for each project location I will retain licensing interest in the sign, StorageShopUSA™. So, I want to make sure they are upholding their part of the agreement. It's a condo association, much like a residential. With regard to square footage, each building is 2,500 square feet; each individual unit would be 1,250 square feet.

Joe Van Deurzen, 713 Eau Pleine Court, De Pere, Wisconsin, introduced himself to the Commission. Van Deurzen explained that he is the realtor for this project. These will be fully-handicap accessible condominium business offices with full utilities; these are not mini storage units or sheds. These are all start-up businesses, which hopefully will do well. Maybe they will

expand into bigger buildings and bigger premises. The City is getting a lot of tax revenue for small parcels of land. For a two-acre lot you are getting all of these buildings with all of this revenue and you are getting some very good looking buildings. Plus you are bringing small enterprise to the community. My office gets numerous calls for small properties and I steer as many prospective people to the City's Industrial Park and Business Park as I can. I think these buildings will only add to our community. I believe that many of these companies will be looking for larger premises in the near future. This type of building is very affordable for a start-up business. They have ample space. If they outgrow that then they will have to buy another piece of property from us.

There being no further questions, a motion was made by Mayor Walsh to return to regular order of business. Motion seconded by Van Vonderen. Motion carried.

A motion was made by Kalny to refer this item back to staff. Motion seconded by Tom Walsh. Motion carried.

ITEM #4 Review of a request to rezone Parcel ED-2310 (Lot 23, East Side Industrial Park, Second Addition), located on Millennium Court from I-3, General Industrial District to PDD, Planned Development District and the General Development Plan. Applicant: Greg Thompson, StorageShopUSA™.

Patzke read the staff report (said report shall henceforth be considered a part of these minutes).

A motion was made by Mayor Walsh to approve the staff recommendation. Motion seconded by Kalny. Motion carried.

ITEM #5 Review of a request to rezone Parcel WD-L492-B from R-1, Single Family Residence District to I-B, Industrial-Business-2 District. Applicant: City of De Pere.

Patzke read the staff report (said report shall henceforth be considered a part of these minutes).

A motion was made by Van Vonderen to approve the staff recommendation. Motion seconded by Tom Walsh. Motion carried.

ITEM #6 Review of a proposed amendment to the City of De Pere Zoning Ordinance that would reduce the minimum lot size and frontage and requirements of the R-1, Single Family Residence District to 10,000 square feet of area and 85 feet of frontage and increase the lot size/frontage requirements of the R-2, Single and Two Family District to 11,000 of lot area and 100 feet of frontage.

Patzke read the staff report (said report shall henceforth be considered a part of these minutes).

A motion was made by Kalny to approve the staff recommendation. Motion seconded by Daanen. Motion carried.

ITEM #7A A one lot CSM on the south side of Bio Tech Way that will require variances for less than minimum lot size and frontage. Owner - City of De Pere; Surveyor - Westerman.

Patzke read the staff report (said report shall henceforth be considered a part of these minutes).

A motion was made by Mayor Walsh to approve the staff recommendation with the additional recommendation that shrubs be placed around the exterior of the building. Motion seconded by Afshar. Motion carried.

ITEM #7B A one lot CSM on the west of Lawrence Drive. Owner - City of De Pere; Surveyor - Westerman.

Patzke read the staff report (said report shall henceforth be considered a part of these minutes).

A motion was made by Van Vonderen to approve the staff recommendation. Motion seconded by Mayor Walsh. Motion carried.

ITEM #8A A one lot CSM on the south side of Golden Glow Road in the Town of Lawrence. Owner – Kussow; Surveyor – Blatchford.

Patzke read the staff report (said report shall henceforth be considered a part of these minutes).

A motion was made by Afshar to approve the staff recommendation. Motion seconded by Daanen. Motion carried.

ITEM #8B Preliminary county plat of River Oaks Subdivision First Addition located west of River Oaks Drive in the Town of Rockland. Owner – Hibbard; Surveyor – Zeitler.

Patzke read the staff report (said report shall henceforth be considered a part of these minutes).

A motion was made by Mayor Walsh to approve the staff recommendation. Motion seconded by Tom Walsh. Motion carried.

ITEM #9 Future Agenda Items.

Planning Director Patzke indicated that in the next couple of months he will be scheduling a joint meeting between the City's Redevelopment Authority and Plan Commission to review a proposed new TIF District.

ITEM #10 Adjournment.

A motion was made by Mayor Walsh to adjourn the meeting. Motion seconded by Van Vonderen. Motion carried. Time: 8:25 p.m.

Recording Secretary
Lori Phillips

STAFF REPORT
PROPOSED REZONING

FROM
C-EO, Corporate-Executive Office District
TO
PDD, Planned Development District

DESCRIPTION

Location: Southwest Quadrant of Scheuring Rd. and Lawrence Dr.

Legal Description: See attached

Parcel Number: WD-364-D-501-1, WD-D0038-1, and WD-364-D-501

Property Owner: Lost Dauphin Properties, LLC

ZONING

Existing Parcel Zoning: The C-EO, Corporate-Executive Office District is to provide for large-scale office development in an elite campus-type environment. The district may serve to complement industrial land uses or it can stand by itself in the form of an office park or large individual concern engaged in office-oriented activity.

Proposed Parcel Zoning: Planned Development District is intended to promote the maximum benefit for coordinated area site planning, diversified location of structures, mixed compatible uses, provide for safe and efficient system of pedestrian and vehicular traffic, attractive recreation and landscaped open spaces, economic design and location of public and private utilities and assure adequate standards of construction and planning.

Adjacent Zoning: Property to the North is zoned a PDD, Planned Development District. Property to the East is zoned I-B-1, Industrial-Business 1 District. Properties to the South are zoned PDD, Planned Development District and C-EO, Corporate-Executive Office District. Property to the West is a conservancy.

Zoning Classification within the General Area: PDD, C-EO, I-B-1 and Conservancy

LAND USE

Use of Adjacent Property: The property to the North is a Mobil Gas Station, an Arby's Restaurant and a Sleep Inn Hotel. Property East is the Shopko Distribution Center. Property to the South is a Bellin Hospital Clinic and the corporate headquarters for Humana Insurance. Property to the West is a conservancy.

Suitability to Existing Zoning: Property already contains the WPS administrative offices and a MetLife Insurance office is currently under construction. However, both buildings required variances for less than minimum size. Furthermore, the attached CSM required several variances for less than minimum size and frontage. Therefore, the property is well suited for the C-EO, Corporate Executive-Office District but not suitable for the uses and building sizes proposed.

Suitability to Proposed Zoning: Property contains the WPS (Wisconsin Public Service) administrative offices and a MetLife Insurance Agency presently under construction. Additional lots are proposed for retail and service uses to benefit employees and visitors to the Business Park. The proposed PDD zoning is well suited for these uses.

Trend of Development: The property to the North is a Mobil Gas Station/Retail business with a Sleep Inn Hotel adjacent to the property. Property to the East is the Shopko Distribution Center. Property to the South is a Bellin Hospital Clinic and the corporate headquarters for Humana Insurance. Property to the West is a conservancy.

Comprehensive Plan: The 2004 City of De Pere Comprehensive Plan shows this parcel for future industrial use.

EFFECTS OF PROPOSED REZONING

Densities:	Will increase
Utilities:	Will increase
Police and Fire:	May increase
Traffic:	Will increase
Pedestrian:	Will increase
Parking:	Provided on site
Highway Access:	Not applicable
Garbage:	Will increase
Property Value:	Will increase
Pollution:	May increase due to increase in traffic
Schools:	No effect

FINDING OF FACTS**A. The existing uses of property within the general area of the property in question:**

The properties to the North include a Mobil Gas Station/ Retail shops with a Sleep Inn adjacent to the property. The property to the East is the Shopko Distribution Center. Properties to the South are the Bellin Hospital Clinic and the corporate headquarters for Humana Insurance. Property to the West is a conservancy.

B. The zoning classification of property within the general area of the property in question:

PDD, I-B-1, C-EO and Conservancy

C. The suitability of the property in question for uses permitted under the existing zoning classification:

The property currently contains the administrative offices for WPS (Wisconsin Public Services) and a MetLife Insurance Agency, therefore, the property is suitable for uses permitted under C-EO, Corporate Executive-Office District zoning. As previously stated, both developments required variances for less than minimum building size and the new CSM also required variances for less than minimum lot size and frontage. The vacant property is both well suited for C-EO uses but not suitable for the proposed retail and service uses.

D. Suitability of the property in question to the uses permitted under the proposed rezoning:

The property is well suited for the proposed uses allowed in the Planned Development District.

E. Trend of development, if any, in the general area of the property in question, which has taken place in its present zoning classification:

The property to the North includes a Mobil Gas Station/Retail business with a Sleep Inn Hotel adjacent to the property. Property to the East is the Shopko Distribution Center. Property to the South is a Bellin Hospital Clinic and the corporate headquarters for Humana Insurance. Property to the West is a conservancy.

F. Minimum size of parcel:

The parcel of land contains 19.5 acres of land and is adjacent to existing PDDs, and has over 200 feet of frontage on adjacent streets thereby, meeting three (3) criteria necessary to qualify for the rezoning to a PDD, Planned Development District.

STAFF RECOMMENDATION

The General Development Plan shows the existing WPS building and the MetLife building under construction along with three additional buildings. These building are proposed for retail and service uses that would benefit Business Park Employees and visitors. Access is shown off Scheuring Road and Lawrence Drive. Parking is also shown. However, staff will not be able to determine if parking meets City requirements until the Precise Implementation Plans are submitted.

The proposed rezoning has been reviewed by the planning staff who also conducted the required onsite inspection. It has been forwarded to the Public Works and Fire departments for their reviews. Based on their review, planning staff recommends approval of the proposed rezoning and General Development Plan subject to the following:

- 1) Implementing all requirements submitted by the Public Works and Fire departments and considering all recommendations;
- 2) The access off Scheuring Road be designed to allow only right in and right out traffic and appropriate signage be provided to that effect;
- 3) Providing a sidewalk along the east property line to allow safe pedestrian access for customers of the businesses located within the development and their employees.
- 4) Precise Implementation Plans for future buildings be prepared and submitted according to Section 14.60 (1) De Pere Zoning Code> Such plans shall include at a minimum: lighting plans, detailed landscape plans showing the location of all trees, shrubs and green space, floor plans delineating the square footage of each proposed use, utility hookups, and any other information required as part of plan approval;
- 5) The recommendation be forwarded to the Common Council for the required public hearing.

The Plan Commission packet (Official Binder) also has a handwritten #4

6. The developer enters into a development Agreement with the City for the construction of improvements (identified in TIA) that would be required as the result of the development.

TIA = ~~Transportation~~

Transportation Improvement Assessment (per minute)

PARCEL NO: WD-364-D-501-1

RECORDS AVAILABLE: B S

RECORD TYPE: BOTH

B Enter type and CMD 2 for new type
(IF "R" TYPE ENTER TAX YEAR ALSO)TAX YEAR: 0000

ACREAGE: 217,800 SQ FT

LOT 1 OF 34 CSM 112 BNG PRT
R20E & BNG PART OF LOT 1OF NW1/4 NW1/4 SEC 32 T23N
DEPERE BUSINESS PARK
END OF LEGAL DESCRIPTION

CMD 1 - Return to previous screen

ROLL KEYS - Display rest of legal

PARCEL NO: WD-D0038-1

RECORDS AVAILABLE: B S

RECORD TYPE: BOTH

B Enter type and CMD 2 for new type
(IF "R" TYPE ENTER TAX YEAR ALSO)TAX YEAR: 0000

ACREAGE: 0.741 AC M/L

PART OF NW1/4 NW1/4 SEC 32
FT SWLY 924 FT TO W/L N 886
34 CSM 112T23N R20E COM NW COR E 303
FT TO BEG EX HWY & EX
END OF LEGAL DESCRIPTION

CMD 1 - Return to previous screen

ROLL KEYS - Display rest of legal

PARCEL NO: WD-364-D-501

RECORDS AVAILABLE: B S0

RECORD TYPE: BOTH

B Enter type and CMD 2 for new type
(IF "R" TYPE ENTER TAX YEAR ALSO)TAX YEAR: 0000

ACREAGE: 13.672 AC M/L

DEPERE BUSINESS PARK LOT 1
& EX 34 CSM 112EX STRIP DESC IN J12912-35
END OF LEGAL DESCRIPTION

CMD 1 - Return to previous screen

ROLL KEYS - Display rest of legal

CITY OF DEPERE APPLICATION FOR REZONING	Fee: _____
	Receipt #: _____
	Date: _____

Please print or type using black ink for duplicating purposes.

A. Property Owner: Name: Lost Dauphin Properties, LLC

Mailing Address: P.O. Box 12057, Green Bay, WI 54307-2057

Phone: (920) 434-5815

Signature: [Signature] Date: 7/12/06

I hereby appoint the following as my agent for purposes of this application:

Agent: Name: Joe Gcgaré

Mailing Address: P.O. Box 12057, Green Bay, WI 54307-2057

Phone: (920) 360-7370

Signature: [Signature] Date: 7/12/06

B: Property Information: WB-364-D-501-1, WB-364-D-501-2, WB-364-D-501-3

Tax Key/Parcel: See attached plat map

Address/Location of Property: Southwest quadrant of Schutzing & Lawrence

Legal Description: See attached CSM

Parcel Dimension: See attached plat map & CSM

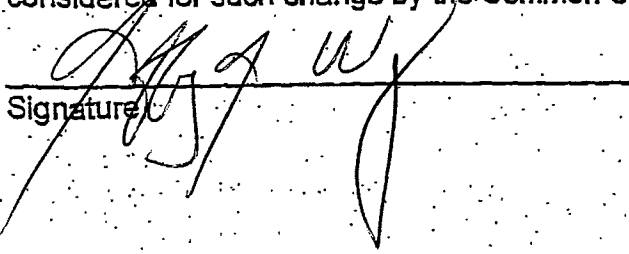
Parcel Area: 19.5 acres

C: Rezoning Application:Existing Zoning: Corporate - Executive OfficesProposed Zoning: PDDAdjacent Zoning: North: PDD South: PDD & C-EOEast: I-B-1 West: Conservancy**Zoning Classification Within General Area:**C-EO - PDD - I-B-1 - Conservancy**Land Use:**

Present Use of Parcel:

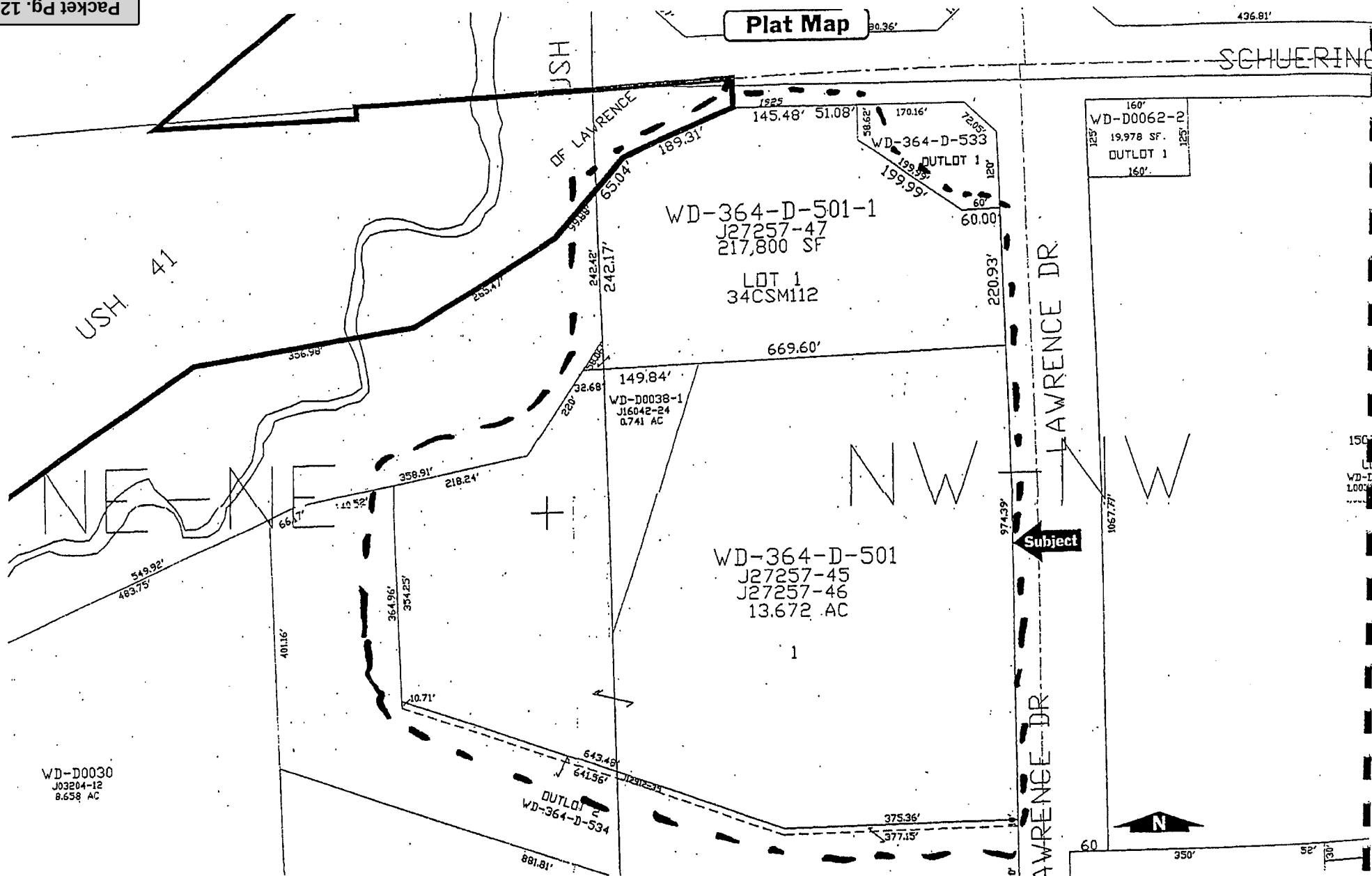
office buildings**Proposed Use of Parcel:**Uses permitted by existing underlying zoning plus retail and relatedservices that can be used by business park employees and visitors**Present Use of Adjacent Properties:**To the north - SleepInn Motel and gas station/convenience store; south -Bellin Clinic & Humana Ins.; west - conservancy; east - ShopkoDistribution Center**SIGNED AUTHORIZATION:**

I, Jeffery J. Weyers, being the owner of the above described property do hereby authorize the City of De Pere to install and place a temporary "Zoning Notice" sign upon said property in a location which will give a reasonable notice to the public that said property is being considered for such change by the Common Council.

Signature: Date: 7/12/06



**LAND SURVEYING & PLANNING
CIVIL & WATER RESOURCE ENGINEERING**
2000 University Blvd., Suite 200, Birmingham, AL 35203
Phone: 205/251-6970 Fax: 205/251-6977

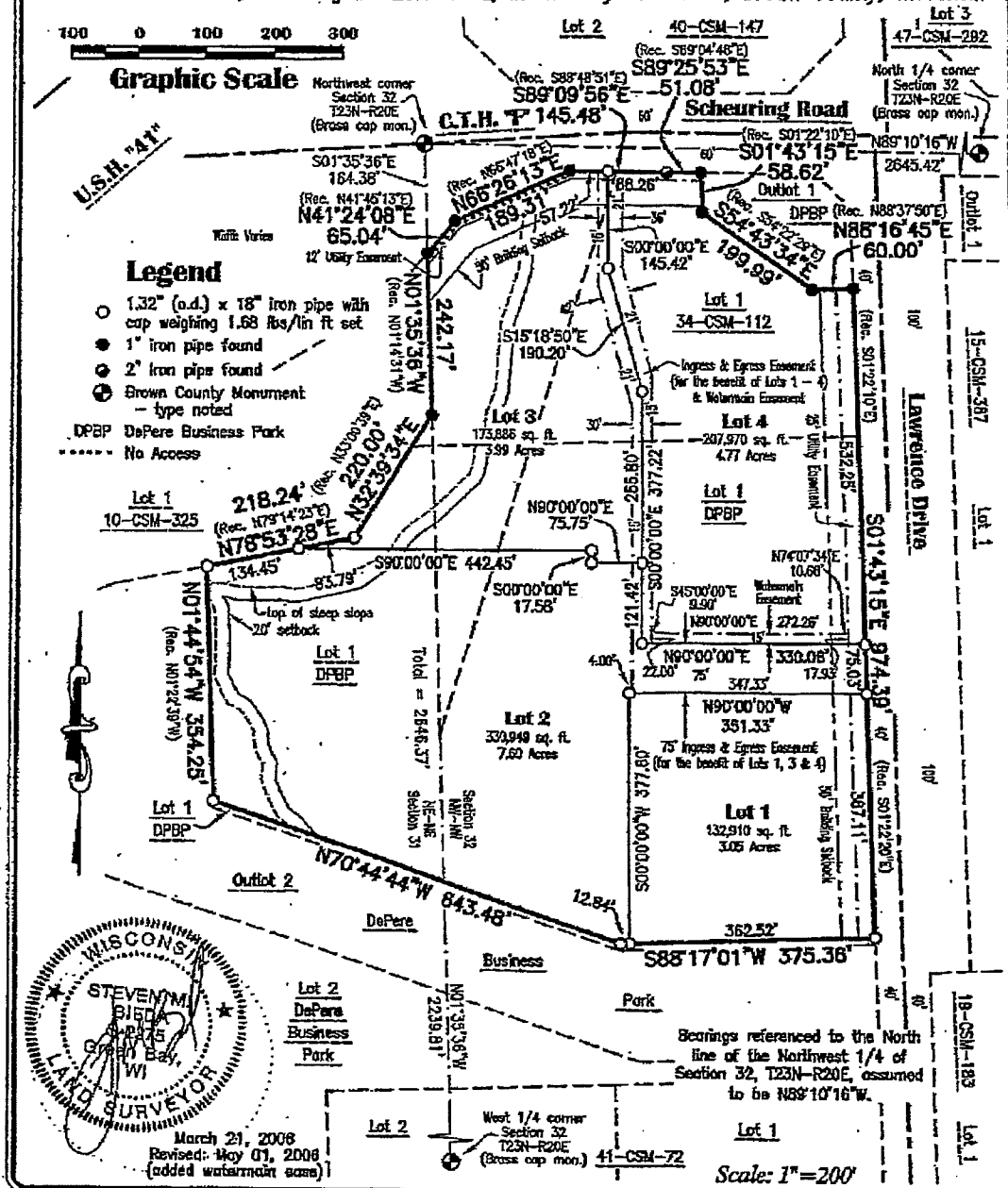


2261776

7513

Certified Survey Map

All of Lot 1, Volume 34, Certified Survey Maps, page 112, Map Number 5225, Document Number 1510484, Brown County Records, part of Lot 1 of the recorded plat of "DePere Business Park" (Volume 18, Plats, page 45, Brown County Records), said Lot being located in part of the Northwest 1/4 of the Northwest 1/4 of Section 32, and the Northeast 1/4 of the Northeast 1/4 of Section 31, and also part of the Northwest 1/4 of the Northwest 1/4 of said Section 32, all being in T23N-R20E, in the City of DePere, Brown County, Wisconsin



Client: Commercial Horizons
Date Drafted: March 15, 2006
AutoCAD No: CSM-183
Drafted By: EAR

Tax Parcel No:
WD-0008-1
WD-364-D-501
WD-364-D-501-1

Mau & Associates
LAND SURVEYING & PLANNING
CIVIL & WATER RESOURCE ENGINEERING
Phone: 920-434-9570 Fax: 920-434-9572

Sheet One of Four
Project No.: P-1806
Drawing No.: L-6777

City of De Pere, Wisconsin

**Request For Plan Commission Action**

MEETING DATE: August 24, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Review and Action for the Property at 1535 N. Ashland Avenue (Drift Inn) for modification of Building Design and Construction Requirements.

ATTACHMENTS:

- PC_Staff_August24_Drift Inn (PDF)
- Building Front_Drift Inn (PDF)
- alliance_201508181609 (PDF)
- 15-093 Drift Inn Layout - Option #1 (PDF)
- 15-093 Drift Inn Layout - Option #2 (PDF)

Item 8: Review and Action for the Property at 1535 N. Ashland Avenue (Drift Inn) for modification of Building Design and Construction Requirements Applicant: Mark Rukamp, Alliance Construction.

The City's Development and Design Standards (14.60) provide for approved building design and construction requirements for different zoning districts. The property at 1535 N. Ashland Avenue (Drift Inn) is located within the City's B-2 Community Shopping District. Per City Ordinance:

Building design and construction requirements: B-1 Central Business District, B-2 General Business District, B-3, Motor Vehicle Dependent Business District. All buildings hereinafter constructed, expanded, remodeled or otherwise improved within these Districts shall be designed in such a manner so that it provides a basic harmony with and does not detract from the overall attractiveness of surrounding development and shall be constructed of the following materials:

- 1) Brick.
- 2) Concrete masonry. Units shall be those generally described by the National Concrete Masonry Association as "customized architectural concrete masonry units" or shall be broken faced brick type units with marble aggregate or split face or broke off concrete block. There shall be no exposed concrete block on the exterior of any building. Any concrete masonry units that have a gray cement color shall be coated.
- 3) Concrete may be poured-in-place, tilt-up, or precast. Poured-in-place and tilt-up walls shall have a finish of stone, a texture or a coating. Textured finish, except in special cases, shall be coated. Precast units which are not uniform in color shall be coated. Coating shall be an approved cementitious or epoxy type with a ten (10) year minimum life expectancy.
- 4) Natural stone.
- 5) Any other material approved by the Plan Commission.

Metal panels may be used only to accentuate or as a finish material within these districts. Any metal panel proposed for use within these districts as a finish material or to accentuate building shall be entirely coated with a colorfast, abrasion, and corrosion resistant, long life (minimum of 20 years) finish that is resistant to chemicals, withstands temperature extremes, and has a low permeability. Any material utilized to attach the metal panels to the building shall be concealed or the utilization of shadow panels or semi-concealed fastener panels with fasteners painted to match the panels shall be required.

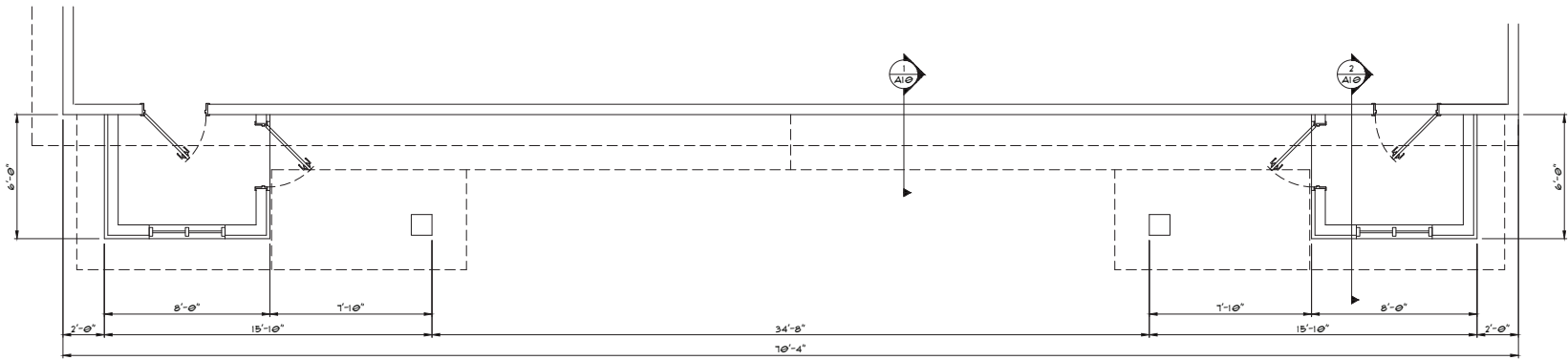
The Plan Commission is able to review other materials per the request of the property owner. The owner, through Alliance Construction, is requesting approval of one of two materials to be used in the re-facing project for the Drift Inn.

Materials:

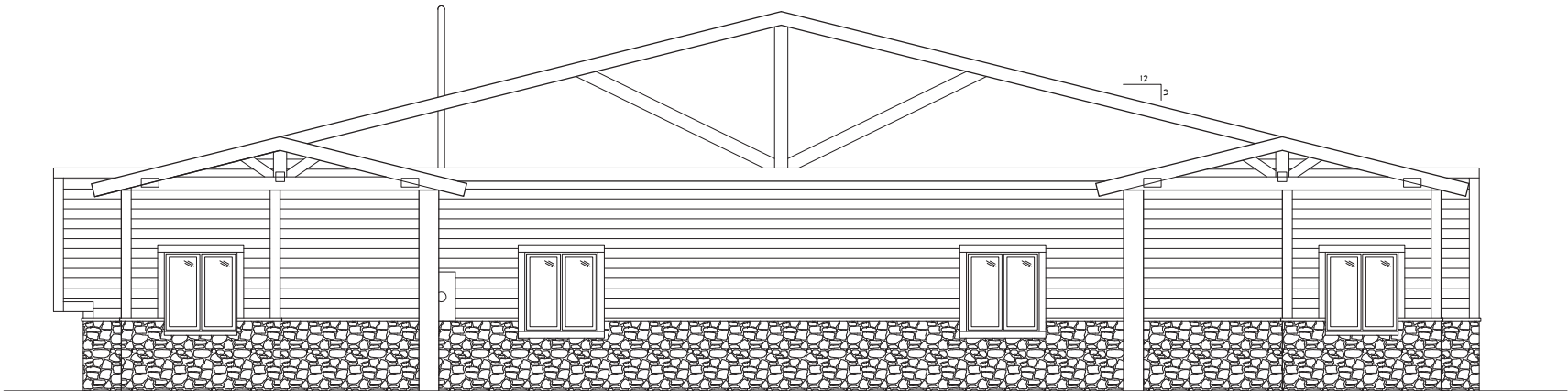
- Semi-concealed fastener steel panels vertically above the masonry
- Siding that would be installed horizontally with a "wood-grain" type pre-finish

Recommendation

Planning Staff and Building Inspection Staff recommend approval of either of the two materials discussed above based on the improvements to the building and use of similar materials in the general area of 1535 N. Ashland Avenue.



FLOOR PLAN ● SCALE: 1/4" = 1'-0"



ELEVATION ● SCALE: 1/4" = 1'-0"

Sarah Wallace

From: Mark Rukamp <mark.r@alliancebuilds.com>
Sent: Tuesday, August 18, 2015 3:48 PM
To: Sarah Wallace
Subject: Alliance Construction - Drift Inn Plan Commission Review request

Importance: High

Sarah,

Please consider this a formal request to be placed on the agenda for next week Monday with the Plan Commission for the following –

Our client, The Drift Inn, located at 1535 N. Ashland Avenue, De Pere is considering re-facing the front of their existing facility and adding (2) entrance vestibules. Our request is for the Plan Commission to review and consider allowing one of the two finishes above the masonry on the renderings as presented. The zoning district my client is in allows for multiple forms of masonry on the front elevation of the building along with “other materials as approved by the Plan Commission”. We would plan to install masonry part of the way up, as shown, and the remainder with the siding, as referenced below. Being an existing business that has been in this location for decades we feel the following would be the best fit.

Our first choice would be to install semi-concealed fastener steel panels vertically above the masonry. This look allows for the major improvement the client is looking for without making the improvements look too “extravagant”. Compared to the existing look this would be a major improvement but my client is concerned that complete re-facing with materials that are too expensive would change the feel of what the vast majority of their clientele enjoy – simple, straight-forward down-to-earth food, drinks and service that anyone can continue to feel comfortable at. If the look is too high-end, it will drive some patrons away. Vertical panels with the masonry allows for a beautiful, functional change without going overboard.

Secondly, the look is consistent with the adjacent properties to the south as they are a mix of masonry and steel siding’s as well. The property to the north is an old house that we do not feel has any impact one way or the other.

The second option is simply a different type of siding that would be horizontal as a “wood-grain” type pre-finished siding. It does fit in aesthetically and functionally but at approximately double the cost of the first option. My client has internal improvements they are also trying to make and, if required to, this option would lessen the overall amount of remodeling my client can complete without making much impact aesthetically compared to option #1.

I will follow up no later than tomorrow morning with PDF document’s showing option #1 and option #2 and I plan to drop off samples of the siding panel before the meeting next Monday.

Thank you for the consideration and let me know if there is anything else needed.

Regards

Mark Rukamp
Sales/Project Management



1030 Orlando Dr.
De Pere, WI 54115
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City of De Pere, Wisconsin**Request For Plan Commission Action**

MEETING DATE: August 24, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Review and Recommendation on Street Width Policy – Residential Urban Streets.

ATTACHMENTS:

- PC_Staff_August24_Street Width Policy (PDF)
- Memo-Street Width - Local Streets (3) (DOC)

Item 9: Review and Recommendation on Street Width Policy – Residential Urban Streets.

City staff has been in discussion over the creation of a City Street Policy to provide standards for minimum street width. The City has several streets proposed for new construction in 2016, and would like to have a new street policy in place prior to these construction projects. Please review the attached Memo for additional information and recommendation on this proposed policy.

Engineering Staff will also be in attendance to provide updates on projects and a history of this issue.



Memorandum

To: Larry Delo, Judy Schmidt-Lehman, Mayor Walsh
 Copy: Scott Thoresen, Ken Pabich
 From: Eric Rakers
 Re: Street Width Policy – Residential Urban Streets
 Date: October 24, 2014

Purpose

The purpose for this memo is to review street widths for minor and connector residential streets (as defined in Section 46-2 of the City Ordinance) and make recommendations on future street widths in the City. The street width impacts many things in the community including:

- ◆ Cost of construction
- ◆ Emergency vehicle access
- ◆ Maintenance vehicle access (Snow plow, garbage, bus, etc.)
- ◆ Storm water runoff
- ◆ Neighborhood aesthetics
- ◆ On-street parking
- ◆ Bicycle and pedestrian use
- ◆ Traffic calming

The goal is to determine a width that balances each of these requirements.

General Discussion

A minor and connector street serves multiple purposes, including access to properties for residents, emergency vehicles and maintenance vehicles, parking, and pedestrian/bicycle facilities. In order to evaluate the recommended width of a street, some of the street components must be reviewed individually and then collectively. These street components include the traveled way, parking (none, one-side, and two side), and the incorporation of bicycle facilities. Several sources of information were evaluated to determine a recommended street width for the City.

Attachment: Memo-Street Width - Local Streets (3) (3848 : Street Width Policy ? Residential Urban Streets)

Street Cross Section - Urban Versus Rural

The majority of the developed parts of the City are serviced with streets with an urban section. An urban section street is defined as a street with curb and gutter. Streets with rural cross-sections generally consist of a paved surface with gravel shoulders and a ditch to drain water. There are some local streets in the City with a rural section. Generally, these streets are located on the edge of developed areas and in rural areas. City policy is to construct new and reconstruct existing streets to an urban section. This review will focus on urban streets. Additionally, this discussion is limited to residential streets.

Resource Review

Several different resources were reviewed to determine recommended widths for the various components of a street cross section. Some of these resources reviewed street width from a transportation perspective while others had a “green” perspective to minimize the amount of storm water runoff (narrower streets equates to less runoff).

Listed below is a breakout of the various width recommendations based on the components of a street cross section. The column labeled ADT stands for the Average Daily Traffic.

Travel Lanes

Source #	Source Name	ADT	Travel Width
(1)	Wis Admin Code, Chapter Trans 205	0-250	10-11’
(1)	Wis Admin Code, Chapter Trans 205	250-400	11’
(3)	WisDOT FDM, Chapter 11.20	N/A	10-12’
(4)	ITE	N/A	10’-11’
(5)	Georgia DNR, Green Growth Guidelines	N/A	8’
(6)	Minnesota Urban Small Sites BMP Manual	N/A	8’ or less
(7)	Better Site Design: Narrow Streets Website	N/A	9’

Parking Lanes

Source #	Source Name	ADT	Travel Width
(3)	WisDOT FDM, Chapter 11.20	N/A	6-8’*
(4)	ITE	N/A	7’
(5)	Georgia DNR, Green Growth Guidelines	N/A	6-8’
(6)	Minnesota Urban Small Sites BMP Manual	N/A	6’
(7)	Better Site Design: Narrow Streets Website	N/A	7’
(8)	Cross Section Width for Parallel Parking	N/A	7.2’

Bike Lanes (Shared)

Source #	Source Name	ADT	Travel Width
(3)	WisDOT FDM, Chapter 11.20	N/A	4' **
(9)	AASHTO, Bicycle Guide	N/A	4-5' ****

* - Includes gutter.

** - Does not include gutter.

*** - 4' does not include gutter. 5' is used with parking. Can be reduced to 4' if parking stalls are not marked.

Source (1) is from the State of Wisconsin Administrative Code, Trans 205. Section 205.03, Table (c) – Local, specifically addresses rural roads that function as local roads. The roadway width for L1 consists 20-22' of traveled way and 2-4' shoulders. The roadway width for L2 consists of 22' of traveled way and 2-4' of shoulders. Even though we are evaluating urban streets, the traveled way width is a component of all streets, regardless of the type.

Source (2) is from the State of Wisconsin Administrative Code, Ch 346, Rules of the Road, Section 346.51 (a). This source is not listed in the table on the previous page, but includes Section 346.51 (a), which states “An unobstructed width of at least 15 feet upon the roadway of such highway must be left opposite such standing vehicle for the free passage of other vehicles.” This is important to evaluate considering the impacts of snow banks on the street width in the winter.

Source (3) is from the Wisconsin Department of Transportation's Facility Development Manual, Chapter 11.20, Attachments 1.1 and 1.2.

Source (4) is from the Institute of Traffic Engineers' Context Sensitive Solutions in Designing Major Urban Thoroughfares for Walkable Communities, Pages 118 thru 120 and page 132.

Source (5) is from the Georgia Department of Natural Resources' Green Growth Guidelines, Chapter 2.3.1.

Source (6) is from the Valley Branch Watershed District's Alternative Stormwater Best Management Practices Guidebook, Page 22.

Source (7) is the Better Site Design Fact Sheet: Narrower Residential Streets from the website www.stormwatercenter.net

Source (8) is a paper on Cross Section Width for Parallel Parking from the 3rd Annual Urban Street Symposium, June 24-27, 2007 in Seattle Washington.

Source (9) is from the American Association of State Highway and Transportation Officials' Guide for the Development of Bicycle Facilities, 1999 Edition.

Source (10) is a memo from the Fire Department dated December 15, 2003 for "Street Widths Proposed for New Subdivisions". The memo addresses concerns for street width related to emergency vehicle access. The Fire Department is recommending street widths of 30 feet (face of curb to face of curb) for cul de sacs less than 500' long, 34 feet (face of curb to face of curb) on collector streets and 45 feet on thoroughfares. The interpretation of a collector from the Fire Department is likely different from the definition of a collector in this memo. The Fire Department memo appears to consider a collector any street that is part of the overall street network that is not a cul de sac. For this memo, the majority of these streets would be considered local. Collectors are based on the ADT and consist of streets that serve to collect large amounts of traffic from the local streets.

Sources (1) through (4), (8), and 9 are based on a transportation perspective while Sources (5) through (7) are from a storm water management perspective.

Existing Street Width Evaluation

In evaluating street width, it is important to review existing street widths in the City and any past issues the City has had in providing service to properties along the street. Listed below is a table with a sample of some of the street widths in the City. Widths are to the face of curb.

Street	From	To	Width (ft)	Parking
Black Earth Drive	Charles	Ten Mile	36	Both Sides
Brule Road	Sugar Place	Ridgeway	27	One Side
Diversity	Ryan Road	890 feet east	26	No Parking
Huron Street	Chicago	George	24	One Side
Manitowish Place	Ridgeway	End	22	One Side
Morning Glory Lane	Apollo	Twilight	30	Both Sides
Morning Glory Lane	Twilight	Allard	30	One Side
Park Street	Ninth	Twilight	30	Both Sides
Park Street	Twilight	Allard	30	One Side
River Avenue	Fort Howard	Fox River	30	Both Sides
Sullivan Lane	Shelley	Charles	36	Both Sides
Trailwood Drive	Suburban	Drews	36	Both Sides

Diversity Drive was just recently constructed. As noted above, this street has a 26-foot clearance. Parking is restricted on both sides of the street.

The City has had complaints and/or problems due to width on River Avenue and Park Street, both of which have a 30-foot clearance. These problems are due to parking on both sides of the street in the winter and small cul de sac at the end. When this occurs, only one vehicle is able to drive down the streets. In addition to River Avenue, Foxview Street and Fairview Avenue also extend off of Fort Howard Avenue to a dead end at the Fox River and have a 30-foot width. When there is parking on both sides of these three street, City maintenance vehicles, such as garbage trucks, have to back the entire distance to exit the street.

The City has incorporated several different street widths for new residential development. Minor streets have a 70-foot right-of-way. The right-of-way may be reduced to 60-feet for a minor street with a length of less than 1000 feet. Streets with a 70-foot right-of-way have a street width of 36 feet from face of curb to face of curb and streets with a 60-foot right-of-way have a width of 32 feet from face of curb to face of curb.

Recommendation

Based on a review of the above information, the following recommendations are made for the widths of various components of a street. These components will be added together to determine the minimum street width based on parking for minor and connector streets.

One component to the parking aspect for minor and connector streets is to promote multiple uses of the roadway between vehicles, pedestrians and parking for residents. Making the roadway too wide accommodates vehicles and parking, but deters pedestrians. Wider roadways increase vehicle speed and also the crossing distance for pedestrians at intersections. Several communities have taken a traditional neighborhood development (TND) approach to roadway design. The design approach is to consider all roadway users, including pedestrians when determining the street width and roadway pattern. For TND projects, street widths are reduced and parking is allowed on both sides. Opposing conflicting traffic will yield and pause on the parking lane area until there is sufficient width to pass.

Recommended travel lane width – 10' (Not including curb flange)

Recommended parking lane width – 6' (Includes curb flange)

Curb flange width – 1.5'

When reviewing the total width in the winter, a width loss of 2 feet on each side is assumed due to snow.

Bike facility requirements were not listed as a separate width requirement for local streets. The traffic volume on these streets is low enough so that separate width facilities are not required.

- **No Parking** – 10' (travel) + 10' (travel) + 1.5' (curb flange) + 1.5' (curb flange) = 23 feet clearance (face of curb to face of curb). In winter, the total width will be approximately 19' due to snow banks on each side of the road (2' each side)
- **Parking on One Side** – 10' (travel) + 10' (travel) + 6' (parking) + 1.5' (curb flange) = 27.5' feet. Based on some of our existing streets, the recommendation is to round up to 28 feet clearance (face of curb to face of curb). In winter, width will be approximately 24 feet due to snow banks on each side of the road. This width maintains the minimum 15-foot clearance as required from Source (2) with a vehicle parked on one side in the winter.
- **Parking on Both Sides** – 10' (travel) + 10' (travel) + 6' (parking) + 6' (parking) = 32 feet clearance (face of curb to face of curb). During winter, there may be times when there is not clearance for two vehicles, with parking on both sides of the street. However, this recommendation is for local streets with low ADT such that the instances of two vehicles meeting at a point with two parked vehicles will be minimal.

City of De Pere, Wisconsin

**Request For Plan Commission Action**

MEETING DATE: August 24, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Review and Action on Updated BID Bylaws.*

The amendment to the BID Bylaws will be discussed and reviewed at the BID Board Meeting on Friday August 21st at 8:00am. Staff will provide the BID Board recommendation for our Plan Commission Meeting on Monday.

Information that was sent to the BID Board:

Please see the attached BID Bylaws. Staff is recommending one minor change from the previous bylaws that were discussed and approved at the last BID Meeting.

We are recommending to remove the requirement that amendments to the bylaws be taken to City Plan Commission (Article VII Amendments Section 2. (B) (Page 28)). Our recommendation is to have the BID Board propose bylaw amendments directly to the Common Council.

ATTACHMENTS:

- Final Bylaws update 8_21_15 (DOCX)

**BYLAWS FOR DE PERE
BUSINESS IMPROVEMENT DISTRICT**

**ARTICLE I
MEMBERS**

All owners of property located within the District shall automatically be members of the De Pere Business Improvement District. All members shall have the right to vote on any issue that is placed before the members by the Board of Directors.

**ARTICLE II
MEMBERSHIP MEETINGS**

Section 1. Annual Meeting. An annual meeting of the membership shall be held in each calendar year at such time and place as may be determined by the Board of Directors for the purpose of transacting such business as may be properly brought before the meeting.

Section 2. Special Meeting. Special meetings of the membership shall be held at any time and place as may be designated in the notice of said meeting, upon call of the chairman of the Board of Directors.

Section 3. Notice. Email (or mail) notice of every meeting of the membership (annual or special), stating the place, date, and hour of the meeting, shall be sent to each member not less than seven (7) or more than thirty (30) days before the date of the meeting. Other interested parties shall be given such notice of meetings as the Board of Directors deem appropriate.

Section 4. Proceedings. Roberts Rules of Order shall govern the parliamentary procedures at all meetings when not in conflict with these Bylaws except that there shall be no minimum number of members necessary to attend any meeting by a majority vote of the active members present.

**ARTICLE III
BOARD OF DIRECTORS**

Section 1. Federal Requirement. BID district members can recommend future board members to the BID Board. The BID Board will provide the recommended nominations to the Mayor. The Mayor appoints members from these nominations to the BID Board. The BID Board includes a representative of the Mayor or Council. State law requires that the BID Board be composed of at least 4 members and the majority of the BID Board members be owners or occupants of property within the District. Appointments must be made by the Mayor and confirmed by the City Council.

Section 2. Responsibilities. The BID Board's primary responsibility will be contracting for implementation of the current year's DBI Operating Plan, contracting for preparation of an annual report and audit on the District, annually considering and making changes to this DBI Operating Plan and submitting the DBI Operating Plan for the following year to the Common Council of the City of De Pere for approval, and all other powers granted in this DBI Operating Plan and Bylaws. This will require the BID Board to negotiate with providers of services (primary to Definitely De Pere) and materials to carry out the DBI Operating Plan; to enter into various contracts; to monitor development activity; and to ensure the District's compliance with the provisions of applicable statutes and regulations.

Section 3. BID Board Composition. The BID Board shall consist of seven (7) members. A majority of (at least 4) the members shall be owners or occupants of real property within the District. The Board shall have the following composition:

- a. 2 Owners of property in the District.
- b. 1 representative from Service/Retail, Hospitality and Office

- c. 1 Community representative with no property ownership or business interests within the District. The appointee shall be a resident of the City of De Pere.
- d. 1 representative of the City of De Pere, appointed by the Common Council.

Any BID Board member who because of transfer of ownership of property is no longer eligible to act as a representative shall be replaced.

Section 4. BID Board Term. Appointments to the BID Board shall be for a period of 3 years, except that initially 3 members are appointed for a period of 3 years, 2 members shall be appointed for 2 years, and 2 members shall be appointed for 1 year, each term ending on December 31 of the applicable year. The BID Board may remove, by majority vote, a BID Board member who is absent from more than 3 meetings, without valid excuse. Any BID Board vacancy (except the Mayor's or City Council's Member) shall be filled by nomination of the Mayor.

Section 5. Compensation. The BID Board members shall receive no compensation for serving on the BID Board.

Section 6. Meetings. All meetings of the BID Board shall be governed by the Wisconsin Open Meetings Law. Meetings will be posted on the City of De Pere's website. Minutes will be recorded and submitted to the City and the BID Board. Roberts Rules of Order shall govern the parliamentary procedures at all meetings when not in conflict with these Bylaws.

Section 7. Record Keeping. Files and records of the BID Board's affairs shall be kept pursuant to public records requirements. Records of the BID Board will be kept at the De Pere City Hall.

Section 8. Staffing. The BID Board shall contract for staffing services pursuant to this DBI Operating Plan and subsequent modifications thereof. It is contemplated that such staff and services shall be contracted with Definitely De Pere, unless requested otherwise by the BID Board; the Board of Directors of Definitely De Pere may attend all meetings of the BID Board, but will not have voting authority.

Section 9. Officers. The BID Board shall appoint a Chairman, Treasurer and Secretary, any two of the three of which shall have the power to execute documents on behalf of the full BID Board, for purposes authorized by the full BID Board.

Section 10. Quorum. At all meetings of the BID Board, a majority of the voting members thereof shall constitute a quorum for the transaction of business. If a quorum shall not be present at any meeting of the BID Board, the Directors present may adjourn and reschedule the meeting until a quorum shall be present.

Section 11. Consent. Any action required or permitted to be taken at any meeting of the BID Board of Directors may be taken without a meeting, if all members of the BID Board consent hereto in writing, setting forth the action taken, and the writing or writings are filed with the minutes of the proceedings. Such consent shall have the same force and effect as unanimous vote of the BID Board.

Section 12. BID Board Powers. The BID Board shall have all the powers authorized by law, including but not limited to, the following powers:

1. To manage the affairs of the District.
2. To undertake on its own accord or to assist in development, underwriting or guaranteeing public improvements within the District.
3. To apply for, accept, and use grants and gifts for these purposes.

4. To contract on behalf of the BID with Definitely De Pere, to carry out the DBI Operational Plan under the direction of the BID Board.
5. To develop, advertise and promote the existing and potential benefits of the District.
6. To promote new investment and appreciation in value of existing investments.
7. To elect officers, and contract out work as necessary to carry out these goals.
8. To add to the beautification and/or maintenance of the District.
9. To annually consider and make changes to the DBI Operating Plan which may include termination of the BID.

It is anticipated that the BID Board will utilize the above powers in the capacity of directing and delegating to Definitely De Pere, many of its duties and responsibilities while retaining the overall authority and responsibility for such drafting and implementation of the DBI Operating Plan.

Section 13. BID Board Authority. The BID Board of Directors shall be required to conform to the DBI Operating Plan presented to and approved by the De Pere Common Council each year and shall be subject to the Wisconsin Statutes covering the Business Improvement Districts (BIDs).

ARTICLE IV **COMMITTEES**

Section 1. There shall be such standing committees as the BID Board may determine. The terms of the committees shall be for 1 year commencing at the time of the annual membership meeting.

ARTICLE V **OFFICERS**

Section 1. General. The Officers of the District BID shall consist of a Chairman, a Secretary, and a Treasurer and such other officers and assistant officers as may be deemed necessary.

Section 2. Election. Officers shall be BID Board members and staff shall be elected by the Board of Directors annually at the annual meeting. No BID Board member may hold more than one office. Officers may serve more than one term if reelected.

Section 3. Powers and Duties. Except as hereinafter provided, the officers of the BID Board shall each have such powers and duties as generally pertain to their respective office, as well as those that from time to time may be conferred by the membership of the BID Board of Directors.

- A. Chairman. The Chairman shall preside at all business meetings, but may at his or her discretion or at the suggestion of the Directors arrange for another officer to preside at other meetings. The Chairman shall perform such duties as are usually incumbent upon that officer, such duties as may be directed by resolution of the Board of Directors.
- B. Secretary. The Secretary shall record and maintain in good order all minutes of all meetings and all records and correspondence of the District BID, and shall email copies of the minutes of each membership meeting to all members within 60 days from the conclusion of each meeting. The Secretary shall also have such duties as may be assigned by the membership or the Board of Directors.
- C. Treasurer. The Treasurer shall maintain in good order all financial records of the District BID. The Treasurer shall also have such other duties as may be assigned by the membership Board of Directors.

- D. Temporary Officers. In case of absence or disability of any officer and of any person authorized to perform duties in his or her place during such periods of absence or disability, the Chairman may from time to time delegate the powers and duties of such officer to any other officer or any other member.

ARTICLE VI FINANCES

Section 1. Authority. Except as the Board of Directors may generally or in particular cases authorize the execution thereof in some other manner, all checks, drafts, and other instruments for the payment of money and all instruments of transfer of securities, shall be signed in the name and on behalf of the BID by any of the three officers.

Section 2. Financial Institution. All funds of the BID shall be deposited from time to time to the credit of the BID in such banks, trust companies, or other depositories as the Board of Directors may select.

Section 3. Funding Services. The Board of Directors may accept on behalf of the BID any contribution, gift, bequest or device for general purposes or for any special purpose of the BID.

ARTICLE VII AMENDMENTS

Section 1. Authority. The Common Council of the City of De Pere, upon the consent of the Board of Directors, shall have the power to alter, amend, or repeal the Bylaws or adopt new Bylaws.

Section 2. Process. The BID may also annually present amendments to the Bylaws. The following process for approval of the amended Bylaws will be follows.

- A. The BID Board will review the proposed BID Bylaws and make a recommendation to the De Pere ~~Plan Commission~~ Common Council.
- ~~B. The City of De Pere Plan Commission will review the proposed amended BID Bylaws and will make a recommendation to the Common Council.~~
- C. The Common Council will act on the proposed amended BID Bylaws.

Section 3. Generally. It is anticipated that the BID Board will continue to revise and develop the Bylaws annually, in response to changing development needed and opportunities in the District, within the purpose and objectives defined herein and in the DBI Operating Plan.

Adopted by BID Board on: July 17, 2015

Amended by BID Board on: August 21, 2015

Adopted by City of De Pere Common Council on:

City of De Pere, Wisconsin

**Request For Plan Commission Action**

MEETING DATE: August 24, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Review and Action on the 2016 De Pere Business Improvement District Operating Plan.*

The Operating Plan will be discussed and reviewed at the BID Board Meeting on Friday August 21st at 8:00am. Staff will provide the BID Board recommendation for our Plan Commission Meeting on Monday.

Information that was sent to the BID Board:

City staff along with Definitely De Pere have provided the update for the 2016 Operating Plan. Please review and be prepared to discuss at our upcoming meeting.

ATTACHMENTS:

- DBI_OperatingPlan_Final_2016 (DOCX)

De Pere Business Improvement District 2016 Operating Plan (Year Two)



Attachment: DBI_OperatingPlan_Final_2016 (3864 : 2016 Operating Plan)

Updated Submittal: August 2015

2016 Plan Approval by City of De Pere Common Council: November XX, 2015

Original Submitted August 2014

Original Approval by the City of De Pere Common Council: November 5, 2014

**Many thanks go out to the original volunteer Committee that prepared the 2015 BID Plan
The following individuals are recognized:**

Scott Hemauer
Kerry Counard
Casey Hawkinson
Curt Beilke
Dave Stellpflug
Jerry Turba
Joe Seroogy
Mary Alexis Pfutzenreuter
McKim Boyd
Rick Remington
Steve Danen
Steve Fisette
Tony Gillis
Tony Hoes
Tom Nick

**The 2016 BID Plan was prepared by the BID Board along with Definitely De Pere and the
City of De Pere**

BID Board Members:

Tom Gavic - Chair
Dan Van Straten – Treasurer
Larry Delo – Secretary
Brent Felchlin
Kathy Rupiper
Lance Abts
Rich Starry

Definitely De Pere:

Allyson Watson – Director

Attachment: DBI_OperatingPlan_Final_2016 (3864 : 2016 Operating Plan)

**DE PERE
BUSINESS IMPROVEMENT DISTRICT
OPERATING PLAN**

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I. Introduction

Wisconsin Act 184 signed into law in 1984, gives Wisconsin municipalities the authority to create Business Improvement Districts (BIDs) within their communities. To do so, at least one property owner within the proposed district must petition the City to create a BID. The State Legislature created Section 66.1109 of the Wisconsin Statutes (the "BID Law") to provide a way for business properties within an established district to voluntarily assess themselves. It would pay for programs aimed at promoting developing, redeveloping, managing and maintaining that district. At the time of creation of this BID, there were 70 BIDs in the State of Wisconsin and according to a 2005 statistic by Charles S. Law, Ph. D., the average BID assessment was \$3.64 per \$1000.00 of assessed valuation.

Business Improvement Districts are quite similar to traditional special assessments where property owners are assessed for improvements or services that benefit them. Unlike traditional assessments, Business Improvement District assessments can be used to finance a wide range of activities, services and improvements. Primarily BIDs have been used to attract merchants and business owners that in turn attract more customer traffic downtown. Some BIDs in Wisconsin have funded physical improvements like lighting or parking; others have funded promotional and marketing materials and events. The Operating Plan for each BID directs the use of funds and identifies projects, priority areas, etc.

A. Purpose and History of the BID

The property owners who were involved in the creation of the BID hoped to accomplish goals and ideas presented in the De Pere Downtown Master Plan, Comprehensive Plan and Historic Preservation Plan. The original De Pere Business Improvement District Operating Plan had been developed by De Pere BID proponents and the City of De Pere. This BID Operating Plan and future plans will be developed by the BID Board, the City of De Pere, and Downtown De Pere, Inc. (also known as Definitely De Pere and listed throughout this document as Definitely De Pere), along with input and discussion from the membership.

The BID Board, through the development of this Operating Plan has coordinated with Definitely De Pere and the membership for the work described in this plan. Definitely De Pere and the BID provide for a system that has shared long-term goals, and results, that will benefit both the BID District, and the City of De Pere.

As used herein, "DBI Operating Plan" shall refer to the De Pere Business Improvement District Operating Plan, and "District" shall refer to the properties located within the physical boundaries of the Business Improvement District, as provided herein in Appendix B.

The De Pere BID was created in order to:

1. Allow for private property owners to work together in conjunction with the City to develop the District.
2. Enhance existing public funding sources to continue to maintain and promote the District. The BID also empowers future investments generated through private resources in addition to existing public dollars.
3. Provide for an equitable and fair mechanism for funding initiatives that will benefit all business and property owners in the District.
4. Ensure the District will be preserved and will improve the social and economic environment of the District. This is a mechanism to bring together funding initiatives that will fulfill District improvement projects identified in the Downtown Master Plan, Comprehensive Plan and the Historic Preservation Plan.

Use of a BID to develop the District was anticipated to work as follows:

1. The BID was created by the Common Council of the City of De Pere.
2. An operating Board (BID Board), comprised mostly of property owners within the District, has all powers necessary to implement the DBI Operating Plan.
3. The City collects BID assessments from District property owners following the approved assessment formula.
4. Assessment collections are turned over to the BID Board for distribution in accordance with the DBI Operating Plan by the 15th day of the month following such collection.

The Original De Pere BID (established in 2014) included 221 parcels with a total BID value over \$68,209,900. The boundaries include parcels in West and East De Pere's Downtown Business District. Out of the 221 parcels, 76 were tax exempt or were used for residential purposes. The BID value of the remaining 145 was assessed at \$1.75 for every \$1,000.00 in total value of the parcel.

II. Development Plans

The objective of the BID is to preserve and improve the social, economic and physical environment in the District, bring together appropriate partnerships of people, organizations and funds, and to evaluate and implement District development projects identified by businesses and building owners in the De Pere Downtown Master Plan, Comprehensive Plan and Historic Preservation Plan. This section of the Plan shall be the De Pere BID Operating Plan for 2016.

The BID plan works towards creating Plan Objectives, Activities, and Benefits that are measurable. As each year of the BID evolves, so must the Objectives, Activities and Benefits of the plan to find ways to measure success.

A. Plan Objectives

Goals for the District Development as identified by local businesses, building owners and residents in the Downtown Master Plan (Adopted by the City of De Pere in June 2010):

1. **Unite the District** through efforts such as continued community-wide events and expanded community-wide marketing and education efforts.
2. **Link District's destinations** through utilizing marketing resources and working more extensively with Greater Green Bay Area Convention and Visitors Bureau.
3. **Use the potential of transportation to create a high-quality economic and physical environment** by promoting and increasing walkability and bike-friendly investments.
4. **Increase business and private investment** through an organized business recruitment effort and continually updated market research.
5. **Capitalize on key business niches** by identifying consumer needs/desires and business investment potential through market research.
6. **Add life to the District** through expanded creative placemaking efforts and continued growth of traffic-generating events.
7. **Create New Neighborhoods in the Downtown** Help to brand distinct neighborhoods in the District in order to further remove the East/West divide and unite the downtown.
8. **In accordance with the Downtown Master Plan** - Plan for future utilization of the Fox Riverfront for economic development, events and businesses.

B. Proposed Activities

The proposed activities for the first full year of operation under the BID will promote continued development of the District by:

1. Continuing to promote the historic quality of the District, by facilitating façade rehabilitation projects and educating property owners on available federal and state historic tax credits, as well as providing State Main Street and De Pere-specific design guidelines.
2. Supporting the City in developing more pedestrian and bicycle friendly roadways, cross walks, and parking options, as well as investing in bicycle parking for the downtown.
3. Working with the City to make business owners aware of City programs, such as the Façade Grant Program and the Revolving Loan Fund Program through continuous education efforts with both new and existing businesses.
4. Supporting the City in the future reconstruction of the Main Ave. Corridor, and continuing to promote pedestrian and bicycle facilities and storm water runoff in these constructions, consistent with ideas presented in the Downtown Master Plan and Comprehensive Plan.
5. Exploring different ways to effectively market District businesses through existing and new events and an enhanced marketing campaign for the district.
6. Working to promote beautification and art related projects to add to the District. Exploring feasibility of and interest in options presented in the Downtown Master Plan for public art and placemaking.
7. Working with the city to pursue major redevelopment projects within the District such as the former George Street bridge approach and Nicolet Square.
8. Helping generate investment interest in the District area and future redevelopment projects as identified in the Downtown Master Plan by creating an enhanced marketing campaign for the downtown district.
9. Working with the City to develop maintenance practices for the District, in which both parties have an understanding of expectations and responsibilities relating to the maintenance of the District, such as sidewalk snow removal, weeding and tending of district plants, as well as garbage removal.
10. Developing and implementing a plan and budget for the coming year and beyond for the District based on the financial expectations from assessments and its priority of needs, and the City's planned improvements during the same period.
11. Implementing enhancements as determined appropriate from the Downtown Master Plan and Comprehensive Plan.
12. Taking all further action needed to carry out the general purposes of this DBI Operating Plan as are allowed by BID law.

C. Benefits of the BID

Money collected by the BID under this DBI Operating Plan will be spent within the District or for the benefit of the District, and used to:

1. Help the District property owners secure and retain tenants by:
 - a. Promotion of coordinated and collaborative partnerships between the District stakeholders, which includes business and property owners.
 - b. Assisting property owners and tenants in the District in dealing and/or partnering with City Government through consultation and formal and informal interaction with City staff and officials.
 - c. Assisting property owners in retaining existing tenants by providing programs and services that help businesses to thrive. Implement in conjunction with the City, projects identified in the Downtown Master Plan and Comprehensive Plan that will improve tenant retention.
 - d. Assisting property owners in recruiting new businesses to the District and reducing new vacancies.
 - e. Assisting property owners in rehabilitating second floor rental units to generate additional cash flow for properties.

- f. Implementing in conjunction with the City, projects identified in the Downtown Master Plan and Comprehensive Plan that will improve tenant retention.
- 2. Help increase the value of property in the District by:
 - a. Continuing to improve the perceived and actual image of the District.
 - b. Investigating and facilitating enhancements to buildings in the District by business and property owners.
 - c. Increasing the demand for space by new businesses that wish to locate in the District.
- 3. Help tenants and existing businesses in the District become stronger by:
 - a. Conducting successful traffic building community events.
 - b. Conducting successful retail and hospitality events.
 - c. Enhancing the relationship between St. Norbert College and the downtown.

III. Measures of Success

The success of the BID is determined by the level of satisfaction of those who create it and who control the BID, as well as the level of customer satisfaction. This information can be attained through various surveys and questionnaires. A thorough review of qualitative and quantitative data concerning the BID shall occur in year 3 (2018), year 5 (2020), and year 7 (2022) of the BID's operation.

In addition to the evidence suggested above, the following measures will be established and evaluated as quantifiable measures of success:

- 1. The Downtown Master Plan contains steps for both public and private sectors. Many of these actions are identified in this DBI Operating Plan. The accomplishment of these objectives will indicate one measure of success for the BID.
- 2. Commercial facilitation is a measure that can easily be quantified as the number of businesses, both existing and new, that receive help, either financial or advocacy services by the BID.
- 3. Another way to measure BID success is by the growth in value of private property in the District. Quantifiable valuation measures are calculated annually to measure success over time.
- 4. A final way to track success is through occupancy rates and business inventory. The 2010 business inventory and occupancy rates can be used as a baseline to evaluate and make changes for following years.

A. Proposed Expenditures of the BID

See Appendix A for the complete break out of the proposed expenditures for the 2016 BID.

During the process of distributing funds for the 2015 plan and working on the update to the 2016 operating budget, it was determined that Definitely De Pere would modify their Fiscal Year (FY) from May 1 - April 30, to January 1- December 31. This change provides for a process where Definitely De Pere's planning and preparation of the upcoming year's activities will better align with the City of De Pere, the assessment process and overall the De Pere BID. The expenditures in appendix A represent this change.

B. Budget

The 2016 De Pere BID includes 221 parcels with a total BID value of over \$68,995,400. Out of the 221 parcels, 77 are tax exempt or are used for residential purposes. Out of the remaining 144 the BID value is assessed at \$1.75 for every \$1,000 in total value of the parcel, with no combined ownership to have an assessment of more than \$ 1,950 or less than \$275.

A map of the district boundaries is attached as Appendix B, and information for each parcel classification is listed in Appendix C.

Funds collected through BID assessments shall be used to pay for this DBI Operating Plan in order to implement a sustainable Business Improvement District for the City of De Pere.

Estimated 2016 Assessment Income:	\$88,085
2016 Expenses (Contract with Definitely De Pere):	\$88,085

The BID will have no paid staff of its own but will contract with Definitely De Pere for such services. Estimated expenditures of the Budget for Definitely De Pere are shown in Appendix A. Any unused funds remaining at the end of the year shall be deposited into contingency funds or designated for specific uses in the following DBI Operating Plan year. All physical improvements made with these funds shall be made in the District. The location of other expenditures shall be as determined by the BID Board, but shall be for the benefit of the District.

A Capital Reserve Account may be created to set aside a specific amount of the District's assessment or reserve. This account would be for long term capital needs and projects that may require extraordinary funding during a given budget year.

C. Annual Review

The BID law requires that the DBI Operating Plan be presented annually to De Pere's City Council for approval. To comply with the Wis. Stats., Section 66.1109 (3) (b), the following process for the approval of the annual DBI Operating Plan will be as follows:

1. A joint strategy session of representatives from the BID Board and the City will meet annually and will be responsible for developing the objectives of the DBI Operating Plan for the next plan year.
2. The BID Board will review the proposed DBI Operating Plan and make recommendations to the City Council.
3. The City Council will act on the proposed DBI Operating Plan for the following plan year.
4. Appointment of new BID Board members will be made 30 days prior to the expiration of outgoing BID Board members' terms. This appointment is made by the Mayor and approved by the City Council.

It is anticipated that the BID Board will continue to revise and develop the DBI Operating Plan annually in response to changing development needs and opportunities in the District. As a part of this review, the BID Board will analyze the benefits of the BID to the property owners and the community and based on this analysis, determine if it is appropriate to continue the BID.

The method of assessment shall not be altered unless a meeting of all District property owners assessed under the BID has been held to discuss such changes, except with the approval of the City of

De Pere Common Council. This special meeting will be published as a Class 2 Notice, a copy of which will be mailed to each property owner in the District.

D. Relationship to Plans for Orderly Development of the City

According to Wisconsin Statutes Section 66.1109 (1)(f)(4), the DBI Operating Plan is required to specify how the creation of a BID promotes the orderly development of the City. The BID will encourage commerce and increase the business activity in the District. Orderly development is consistent with De Pere's Downtown Master Plan, Comprehensive Plan and Historic Preservation Plan and will promote orderly development of the City in general and the District in particular.

E. Powers

It is intended that the BID Board shall have all powers authorized by law and this DBI Operating Plan, including, but not limited to, the following powers:

1. To manage the affairs of the District.
2. To promote new investment and appreciation in value of existing investments in the District.
3. To contract on behalf of the BID when necessary to implement the DBI Operating Plan.
4. To develop, advertise and promote the existing and potential benefits of the District.
5. To acquire, improve, lease and sell properties in the District and otherwise deal in real estate.
6. To annually consider and make changes to the DBI Operating Plan.
7. To undertake on its own account, public improvements and/or assist in development underwriting or guaranteeing public improvements in the District.
8. To apply for, accept and use grants and gifts for these purposes.
9. To elect officers and contract out work as necessary to achieve its goals.
10. To add to the security of the District.

F. Public Review Process

Section 66.1109 of Wis. Stats. establishes a specific process for reviewing and approving proposed Districts. All of the statutory requirements to create the BID shall be followed. Key components include: petition the City to establish the BID; publish class 2 notice of petition; develop the Operating Plan; mail Operating Plan to all affected property owners; and hold public hearing.

IV. District Boundaries

The District is defined by the current configuration of tax parcels listed in Appendix C-1, and shown in map form in Appendix B. The District is generally bounded by Franklin St. in East De Pere, to N. Ontario St., to Lewis St., across the Claude Allouez Bridge to West De Pere bordered by Main Ave., to Fort Howard Ave., to Grant Street and lastly to Third St. (St. Norbert College Campus). The District includes 145 taxable parcels subject to BID assessment, according to the Assessor's Records as of January 1, 2014. Parcels that are not taxable or are used for residential purposes have been excluded from this number, even as they fall within the boundaries.

V. BID Organization and Operating Board

The Mayor of the City of De Pere is responsible to appoint the BID Board with input from the community and approval of the Common Council. The owners of real estate within the District will, at the specified BID meeting, recommend members for the BID Board. Over half the BID Board members must be a property owner or operating business in the District. Appointments shall be made before the start of the plan year for which the DBI Operating Plan was adopted.

The Board's responsibility will be to implement the current year's DBI Operating Plan and to contract for the carrying out of the DBI Operating Plan. It also must prepare an annual report and audit and submit it to the Common Council of the City of De Pere. This will require the BID Board to negotiate with providers of services and materials to carry out the DBI Operating Plan; to enter into various contracts; to monitor development activity; and to ensure the compliance with the provisions of applicable statutes and regulations.

The BID Board will operate under the provisions of the BID By-Laws adopted by the BID Board on July 17, 2015 and by the City Council on **September 1, 2015**. (See Appendix E for the adopted Bylaws).

VI. Financing Method

The proposed expenditures outlined in the budget will be financed with funds collected from the BID assessment. It is estimated that the 2016 BID will receive over \$88,085 from the BID special assessment. Monies collected from the BID assessment will also be used and contracted through Definitely De Pere in accordance with the DBI Operating Plan.

VII. Method of Assessment

A. Assessed Parcels

All taxable property used for commercial purposes, as well as those taxed by the state as manufacturing, in the District boundary will be assessed. Properties used exclusively for residential purposes will not be taxed according to BID law. Mixed-use properties containing both commercial and residential will be fully assessed. Those that are used for commercial as well as manufacturing will be assessed. Property exempt from paying real estate taxes or owned by government agencies will not be assessed, as required by BID law.

B. Levy of Assessment

Special assessments under this DBI Operating Plan will be levied, through adoption of this DBI Operating Plan by the City of De Pere against each taxable property within the District, in the amount shown on the assessment schedule, which is attached in Appendix C.

The 2016 rates as shown in Appendix C were calculated at a rate of \$1.75 per \$1,000.00 of assessed value. Parcels are assessed by legal entity (i.e., multiple parcels owned by one legal entity are used as a total). No legal entity is assessed more than \$1,950.00, and no less than \$275.00. Property values used to calculate the BID assessment represent the assessed value of real property, as certified by the City of De Pere Assessor, as of January 1, 2015. Assessments are based per parcel and legal ownership.

The logic behind the assessment methodology is that each non-exempt parcel owner should pay for district developments in proportion to benefits derived. It is assumed that a minimum and maximum benefit can be achieved for each parcel, thus the minimum and maximum BID assessments have been established.

C. Schedule of Assessments

Appendix C provides a schedule of assessments for 2015 for all non-exempt parcels in the District based on the formula described above. For convenience, a schedule of all nontaxable parcels exempt from BID assessments are also identified as part of Appendix C.

D. Assessment Collection and Disbursal

The City of De Pere will bill all non-exempt parcel owners the assessed amount in the same manner as other special assessments. The City shall then turn over all collected funds to the BID Board for distribution in accordance with the DBI Operating Plan by February 20th of each

The City of De Pere shall hold funds collected for BID assessments in a separate account.

The BID Board will prepare and make available to the public and City Council annual reports describing the current status of the BID, including expenditures and revenues, when it submits its annual DBI Operating Plan to the City for the following year. Disbursement of BID funds will be made in accordance with the approved DBI Operating Plan and budget. At the end of the fiscal year, an independent certified audit shall be obtained by the BID Board.

This section shall be sufficient instruction to the City to disburse the BID assessment, without necessity of an additional disbursement agreement, disbursement method, or accounting method. Disbursements made under this DBI Operating Plan shall be shown in the City's budget as a line item. Other than as specified herein, the disbursement procedures shall follow standard City disbursement policy.

E. Annual Report

An annual report prepared by the BID Board is required by section 66.1109 (3) (c) of the Wisconsin Statutes. The report shall include the required audit. The BID shall be responsible for the payment of any funds specified for the BID audit and related to BID activities for said BID audit. The BID Board will continue to review, revise and develop the DBI Operating Plan annually in response to changing development needs within the District.

VIII. City Role in District Operations

The City of De Pere is committed to helping owners and occupants in the District promote the objectives outlined in this DBI Operating Plan, while maintaining autonomy in the preparation of its annual budget. The City has made significant annual investments in the District for maintenance, upkeep and infrastructure. The City will continue providing services, capital improvements, and funds for maintenance, the Facade Grant Program, Revolving Loan Fund Program and promoting economic development. The City of De Pere will also commit to the following:

1. Encourage County, State and Federal Governments to support activities of the District.
2. Monitor, and when appropriate apply for, outside funds which could be used in support of the District.
3. Collect assessments and maintain a segregated account.
4. Provide disbursement of BID funds to service providers in accordance with the DBI Operating Plan and budget.
5. Obtain and review annual audits as required per Section 66.1109 (3) (c).
6. Provide financial statement to the BID Board.
7. Review annual audits as required by Section 66.1109 (3) (e) of the BID Law.
8. Provide to the BID Board no later than September 1st each plan year, the official City records on assessed value for each tax parcel within the District as of that date in each DBI Operating Plan year, for the purpose of calculating the BID assessment.
9. Adopt this DBI Operating Plan in the manner required by the BID Law.
10. Appoint and confirm new BID Board members as required by BID Law.
11. Provide Staff for the operation, facilitation and support of the BID Board.

IX. Required Statements

The BID Law requires that the DBI Operating Plan include specific statements:

66.1109(1)(f)(1) The special assessment method applicable to the business improvement district. The special assessment method is set forth in Section VI.

66.1109(1)(f)(1m) Whether real property used exclusively for manufacturing purposes will be specially assessed. The District will contain property used exclusively for manufacturing purposes; it will contain properties used in part for manufacturing. These properties will be assessed according to the formula contained herein because it is assumed they will benefit from development in the District.

66.1109(1)(f)(2) The kind, number and location of all proposed expenditures within the business improvement district. The number and location of proposed expenditures is set forth in Section II.G.

66.1109(1)(f)(3) A description of the methods of financing all estimated expenditures and the time when related costs will be incurred. The method of financing the estimated expenditures is set forth in Section V.

66.1109 (1) (f) (4) A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan. Please refer to Section II. B, C and E.

66.1109 (1) (f) (5): A legal opinion that subds. 1. to 4. have been complied with. A legal opinion from Attorney Julie Fronsee, indicating that the Operating Plan complies with all applicable provisions of Section 66.1109 (1) (f) (1-4) is attached as Appendix F.

X. Severability and Expansion

The Business Improvement District has been created under the authority of Section 66.1109 of the Statutes of the State of Wisconsin. Should any court find any portion of the BID Law or this DBI Operating Plan unconstitutional, it will not invalidate or terminate the BID. The DBI Operating Plan will be amended to conform to the law without need of re-establishment. Should any legislature amend the statute to narrow or broaden the purposes of a BID so as to exclude or include as assessable properties a certain class or classes of properties, then this DBI Operating Plan may be amended by the Common Council of the City of De Pere when it conducts its annual budget approval, without any necessity to undertake any other act. If it is determined by a court or administrative body that a parcel of property is not subject to general real estate taxes and may not be included in the District, then such parcels shall be excluded from the definition of the District.

All of the above is specifically authorized under Section 66.1109 (3) (b) of the BID Law.

APPENDIX A: Draft 2015-16 Definitely De Pere Budget

For 2016, the BID Board will contract with Definitely De Pere to implement the BDI Operating Plan. The budget below represents the approximate budget for Definitely De Pere.

REVENUE		May 1 2015- Dec 31 2015	Jan 1 2016 - Dec 31 2016
BID Assessments		\$86,157.00	\$88,085.00
City Contribution		\$20,000.00	\$20,000.00
Committee Income			
	Organization	\$1,000.00	\$1,000.00
	Design	\$10,000.00	\$10,000.00
	Beautification	\$15,700.00	\$15,700.00
	Economic Enhancement	\$0.00	\$0.00
	Promotions	\$28,950.00	\$28,950.00
Carry over from previous year		\$60,280.00	\$114,477.00
Total Revenue		\$161,807.00	\$163,735.00
EXPENSES			
Operating Expenses			
	Personnel (Director/Staff)	\$53,636.67	\$80,455.00
	Rent	\$4,320.00	\$6,480.00
	Office Operations	\$5,000.00	\$10,661.00
	Main Street Professional Development	\$4,200.00	\$6,300.00
	Total Operating Expenses	\$67,156.67	\$103,896.00
Promotions			
	Seroogy's Run	\$0.00	\$250.00
	Downtown Cheese & Chocolate Walk	\$0.00	\$1,000.00
	Downtown Art Walk	\$5,000.00	\$5,000.00
	Yoga in the Park	\$500.00	\$500.00
	St. Norbert Freshmen Orientation	\$800.00	\$800.00
	Downtown Soup Walk	\$750.00	\$750.00
	Total Promotions Expenses	\$7,050.00	\$8,300.00
Design			

Attachment: DBI_OperatingPlan_Final_2016 (3864 : 2016 Operating Plan)

	Winter Decorations	\$5,000.00	\$5,000.00
	Downtown Enhancements	\$10,000.00	\$10,000.00
	Total Design Expenses	\$15,000.00	\$15,000.00
Economic Enhancement			
	Downtown Living Initiative	\$1,500.00	\$1,500.00
	Building Owner Meetings	\$400.00	\$400.00
	Building Owner Educational Materials	\$500.00	\$500.00
	Total Economic Enhancement Expenses	\$2,400.00	\$2,400.00
Organization			
	Annual Meeting and Dinner	\$0.00	\$2,500.00
	Website Hosting	\$303.33	\$520.00
	Total Organizational Expenses	\$303.33	\$3,020.00
Beautification			
	Annual Pledge Drive	\$2,500.00	\$2,500.00
	Adopt a Pot	\$2,800.00	\$2,800.00
	Garden Beds	\$5,000.00	\$5,000.00
	Other Beautification Projects	\$300.00	\$300.00
	Fall Decorations	\$1,350.00	\$1,350.00
	Volunteer Events	\$350.00	\$350.00
	Garden of Merit Sign	\$300.00	\$300.00
	Holiday Decorations	\$2,500.00	\$2,500.00
	Postage	\$100.00	\$100.00
	Office Supplies	\$500.00	\$500.00
	Total Beautification Expenses	\$15,700.00	\$15,700.00
Total Expenses		\$107,610.00	\$168,316.00
Net Balance		\$54,197.00	-\$4,581.00
Total Assets with Reserves		\$114,477.00	\$109,896.00

Attachment: DBI_OperatingPlan_Final_2016 (3864 : 2016 Operating Plan)

APPENDIX B: BID District Boundary



Attachment: DBI_OperatingPlan_Final_2016 (3864 : 2016 Operating Plan)

**APPENDIX C: Properties in the District including Assessed and Exempt Properties
(names current as of July 2015)**

PARCELID	LOCATION	OWNERLST	2015 TOTVAL	Final Adjusted Assessment
ED-1006	109 N HURON ST	LTF INVESTMENTS LLC	\$76,500	\$133.88
ED-1007	715 GEORGE ST	LTF INVESTMENTS LLC	\$54,200	\$94.85
ED-1008	705 GEORGE ST	FISETTE	\$279,700	\$489.48
ED-1010	114 N SUPERIOR ST	FISETTE	\$20,200	\$35.35
ED-1048	820 GEORGE ST	WOODWARD INVESTMENTS LLC	\$306,200	\$535.85
ED-1058	802 GEORGE ST	BELLA REALTY LLC	\$397,700	\$695.98
ED-1058-1	S HURON ST	BELLA REALTY LLC	\$32,400	\$56.70
ED-1065	109 N ERIE ST	HIMAL LLC	\$47,400	\$82.95
ED-1066	821 GEORGE ST	HIMAL LLC	\$393,400	\$688.45
ED-1067	805 GEORGE ST	ALI BRI PROPERTIES LLC	\$247,800	\$433.65
ED-1088	921 GEORGE ST	SUMMERLEIGH ASSOCIATES INC	\$274,000	\$479.50
ED-1089	905 GEORGE ST	BEACHWALKER EXPRESS LLC	\$220,600	\$386.05
ED-1094	920 GEORGE ST	ROBERT VAN DEURZEN	EXEMPT	\$0.00
ED-1095	914 GEORGE ST	LIGHTHOUSE LUBE REAL ESTATE LLC	\$313,600	\$548.80
ED-1103	115 S ERIE ST	LEDGE HEAVEN LLC	\$240,400	\$420.70
ED-1104	908 GEORGE ST	NELSON	\$181,200	\$317.10
ED-1105	900 GEORGE ST	TETZLAFF	\$188,100	\$329.18
ED-18-65	201 JAMES ST	CHATEAU DEPERE LLC	\$1,700,000	\$1,950.00
ED-287	230 S BROADWAY	DE PERE CITY OF WELLS PARK	EXEMPT	\$0.00
ED-376	435 N BROADWAY	JCA INVESTMENTS LLC	\$300,900	\$526.58
ED-377	N BROADWAY	JCA INVESTMENTS LLC	\$20,300	\$35.53
ED-432	432 N WISCONSIN ST	FOX VIEW PROPERTIES LLC	\$257,000	\$449.75
ED-432-1	340 N WISCONSIN ST	VOYAGEUR OFFICE & SUITES LLC	\$500,100	\$875.18
ED-660	1002 GEORGE ST	VANDEURZEN	\$158,200	\$276.85
ED-719	FRONT ST	DE PERE CITY OF	EXEMPT	\$0.00
ED-737	FRONT ST	DE PERE CITY OF	EXEMPT	\$0.00
ED-751	409 N BROADWAY	DE PERE HISTORICAL SOCIETY INC	EXEMPT	\$0.00
ED-752	403 N BROADWAY	DE PERE HISTORICAL SOCIETY INC	EXEMPT	\$0.00
ED-756	333 N BROADWAY	BROWN COUNTY LIBRARY	EXEMPT	\$0.00
ED-758	301 N BROADWAY	NICOLET REAL ESTATE & INVESTMENT CORP	\$1,144,400	\$976.41
ED-758-1	300 BLOCK N BROADWAY	NICOLET REAL ESTATE & INVESTMENT CORP	\$1,141,100	\$973.59
ED-766	233 N BROADWAY	HEARTLAND AFFORDABLE HOUSING DE PERE LLC	EXEMPT	\$0.00
ED-767	129 N BROADWAY	BROOKS TL HOLDINGS LLC	\$82,200	\$275.00
ED-767-1	131 N BROADWAY	BOYD	\$102,000	\$275.00
ED-768	127 N BROADWAY	CONSTINE REAL ESTATE VENTURE LLC	\$273,200	\$478.10

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ED-769	123 N BROADWAY	DE PERE REDEVELOPMENT AUTHORITY	EXEMPT	\$0.00
ED-771	117 N BROADWAY	BELLE HOLDINGS LLC	\$239,900	\$419.83
ED-772	115 N BROADWAY	GREAT DANE LLC	\$205,500	\$359.63
ED-773	113 N BROADWAY	BILOTTI	\$240,900	\$421.58
ED-774	109 N BROADWAY	BILOTTI	\$155,200	\$271.60
ED-775	107 N BROADWAY	BRUMMEL	\$226,300	\$396.03
ED-778	100 FRONT ST	LEFEBVRE INVESTMENT CO LLC	EXEMPT	\$0.00
ED-783	100-102 S BROADWAY	J & J ENTERPRISES OF DE PERE LLP	\$600,000	\$1,050.00
ED-784	106 S BROADWAY	J & J ENTERPRISES OF DE PERE LLP	\$210,100	\$367.68
ED-785	114-116 S BROADWAY	MACCO	\$648,200	\$1,134.35
ED-788	118 S BROADWAY	HILLCREST PARTNERSHIP #1 LLP THE	\$154,300	\$275.00
ED-788-1	S BROADWAY	DE PERE CITY OF	EXEMPT	\$0.00
ED-789	126 S BROADWAY	126 SOUTH BROADWAY LLC	\$199,000	\$348.25
ED-790	132 S BROADWAY	KARL	\$527,400	\$922.95
ED-793	FRONT ST	DE PERE CITY OF	EXEMPT	\$0.00
ED-794	FRONT ST	DE PERE CITY OF	EXEMPT	\$0.00
ED-796	FRONT ST	DE PERE CITY OF	EXEMPT	\$0.00
ED-798	302 GEORGE ST	OUR HERITAGE FAMILY LTD PARTNERSHIP	EXEMPT	\$0.00
ED-799	CHARLES ST	DE PERE CITY OF	EXEMPT	\$0.00
ED-801	S BROADWAY	DE PERE CITY OF WELLS PARK	EXEMPT	\$0.00
ED-80-3	S BROADWAY	WISCONSIN DEPT OF NATURAL RESOURCES	EXEMPT	\$0.00
ED-812	221 S BROADWAY	MEDICAL ARTS COMPLEX DENTAL CENTER SC ETAL	\$219,500	\$384.13
ED-816	416 GEORGE ST	GILLESPIE PROPERTIES LLC	\$400,600	\$701.05
ED-818	114 S WISCONSIN ST	DE PERE CITY OF MISSION SQUARE PARKING LOT	EXEMPT	\$0.00
ED-823	135 S BROADWAY	MIDLAND WISCONSINBROADWAY ASSOCIATE	\$2,399,400	\$1,950.00
ED-824	125 S BROADWAY	BEILKE LLC	\$354,400	\$620.20
ED-826	121 S BROADWAY	PUMPKIN HEADS LLC	\$192,100	\$336.18
ED-827	123 S BROADWAY	SAKS HOLDINGS LLC	\$183,300	\$320.78
ED-828	111-113 S BROADWAY	HZ PROPERTIES LLC	\$169,900	\$297.33
ED-829	115 S BROADWAY	ZOELLER	\$292,700	\$512.23
ED-831	107 S BROADWAY	KRYSHAK	\$280,000	\$490.00
ED-833	101 S BROADWAY	KORDES	\$218,900	\$383.08
ED-833-1	GEORGE ST	DE PERE CITY OF	EXEMPT	\$0.00
ED-834	JAMES ST	DE PERE CITY OF	EXEMPT	\$0.00
ED-835	127 N WISCONSIN ST	DE PERE CITY OF	EXEMPT	\$0.00
ED-836	117 N WISCONSIN ST	NEW LIFE CHRISTIAN FELLOWSHIP	EXEMPT	\$0.00
ED-837	115 N WISCONSIN ST	NEW LIFE CHRISTIAN FELLOWSHIP	EXEMPT	\$0.00

ED-840	421 GEORGE ST	LEE BUILDING CORPORATION THE	\$471,200	\$451.76
ED-841	417 GEORGE ST	GET REEL ENTERTAINMENT LLC	\$227,100	\$397.43
ED-842	415 GEORGE ST	CONARD	\$244,700	\$428.23
ED-844	102 N BROADWAY	DE PERE CITY OF	EXEMPT	\$0.00
ED-847	112-114 N BROADWAY	STARRY	\$320,100	\$560.18
ED-848	116 N BROADWAY	KRYSHAK	\$354,200	\$619.85
ED-850	124 N BROADWAY	LEE BUILDING CORPORATION THE	\$1,562,700	\$1,498.24
ED-851	134 N BROADWAY	DE PERE REDEVELOPMENT AUTHORITY	EXEMPT	\$0.00
ED-857	200 N BROADWAY	UNION HOTEL CORP	\$379,400	\$663.95
ED-861	230 N BROADWAY	SPIRIT SPE PORTFOLIO 2006-1 LLC	\$446,500	\$263.84
ED-862	421 CASS ST	DE PERE REDEVELOPMENT AUTHORITY	EXEMPT	\$0.00
ED-864	321 N WISCONSIN ST	DE PERE REDEVELOPMENT AUTHORITY	EXEMPT	\$0.00
ED-865-1	309 N WISCONSIN ST	DE PERE REDEVELOPMENT AUTHORITY	EXEMPT	\$0.00
ED-867	303 N WISCONSIN ST	DE PERE REDEVELOPMENT AUTHORITY	EXEMPT	\$0.00
ED-869	302 N BROADWAY	NEXTGEN ENTERPRISES LLC	\$476,400	\$833.70
ED-869-1	WILLIAM ST	DE PERE REDEVELOPMENT AUTHORITY	EXEMPT	\$0.00
ED-870	314 N BROADWAY	DEPERE FEDERAL S & L	\$61,000	\$106.75
ED-871	330 N BROADWAY	DEPERE FEDERAL S & L	\$905,800	\$1,585.15
ED-875	230 N WISCONSIN ST	SPIRIT SPE PORTFOLIO 2006-1 LLC	\$2,853,500	\$1,686.16
ED-878	310 N WISCONSIN ST	APARTMENT DEVELOPERS INC	\$1,159,700	\$1,950.00
ED-880	320 N WISCONSIN ST	ALGREM	\$488,400	\$854.70
ED-881	N WISCONSIN ST	DE PERE REDEVELOPMENT AUTHORITY	EXEMPT	\$0.00
ED-886	206 N WISCONSIN ST	ASSOCIATED DEPERE BANK	\$1,222,200	\$1,950.00
ED-893	510 JAMES ST	SEROOGY BROTHERS LLP	\$1,065,300	\$1,577.32
ED-897	519 GEORGE ST	LTF INVESTMENTS LLC	\$398,000	\$696.50
ED-900	515 GEORGE ST	DEPERE LAW BUILDING LLC	\$542,000	\$948.50
ED-901	106 N WISCONSIN ST	BALISON	\$112,700	\$275.00
ED-907	522 GEORGE ST	BELLA NOVA LLC	\$299,500	\$524.13
ED-914	135 S WISCONSIN ST	SAINT FRANCIS XAVIER	EXEMPT	\$0.00
ED-915	127 S WISCONSIN ST	STECKART	EXEMPT	\$0.00
ED-916	119 S WISCONSIN ST	PALS RENTALS LLC	\$126,700	\$275.00
ED-917	115 S WISCONSIN ST	SEROOGY BROTHERS LLP	\$251,700	\$372.68
ED-918	502 GEORGE ST	JDA ENTERPRISES OF WISCONSIN LLC	\$363,700	\$636.48
ED-949	620 GEORGE ST	ROYLE PROPERTIES LLC	\$392,100	\$686.18
ED-949-1	614 GEORGE ST	KMT ENTERPRISES LLC	\$346,200	\$605.85
ED-952-1	S SUPERIOR ST	KMT ENTERPRISES LLC	\$8,600	\$15.05
ED-960	610 GEORGE ST	NIP IT LLC	\$135,900	\$275.00
ED-961	600-604 GEORGE ST	CORNELL	\$361,200	\$632.10

ED-966	623 GEORGE ST	DECLEENE ZELLNER INC	\$378,000	\$661.50
ED-967	615-617 GEORGE ST	DANEN PROPERTIES LLC	\$160,100	\$280.18
ED-968-1	611 GEORGE ST	DANEN PROPERTIES LLC	\$105,800	\$185.15
ED-968-2	609 REAR GEORGE ST	MARSHA VANEGEREN	\$400	\$275.00
ED-968-3	609 GEORGE ST	DANEN PROPERTIES LLC	\$246,500	\$431.38
ED-969	108 N MICHIGAN	HANNON	EXEMPT	\$0.00
ED-970	114 N MICHIGAN ST	WILDROOT LLC	\$135,300	\$275.00
WD-1646	555-101 MAIN AV	FINLAY	EXEMPT	\$0.00
WD-1647	555-102 MAIN AV	GOTTOWSKI	EXEMPT	\$0.00
WD-1648	555-103 MAIN AV	SULLIVAN	EXEMPT	\$0.00
WD-1649	555-104 MAIN AV	HARE	EXEMPT	\$0.00
WD-1650	555-105 MAIN AV	NEW DEVELOPERS LLC	EXEMPT	\$0.00
WD-1651	555-106 MAIN AV	1ST RATE MORTGAGE CORP	EXEMPT	\$0.00
WD-1652	555-107 MAIN AV	STEENO	EXEMPT	\$0.00
WD-1653	555-108 MAIN AV	WATERMOLEN	EXEMPT	\$0.00
WD-1654	555-109 MAIN AV	WARD	EXEMPT	\$0.00
WD-1655	555-110 MAIN AV	MCKEEFRY	EXEMPT	\$0.00
WD-1656	555-111 MAIN AV	1ST RATE MORTGAGE CORP	EXEMPT	\$0.00
WD-1657	555-112 MAIN AV	MINTEN	EXEMPT	\$0.00
WD-1658	555-113 MAIN AV	GUO	EXEMPT	\$0.00
WD-1659	555-114 MAIN AV	FLYNN	EXEMPT	\$0.00
WD-1660	555-115 MAIN AV	GANNON THOMAS E & JEAN M REVOCABLE TRUST	EXEMPT	\$0.00
WD-1661	555-116 MAIN AV	PEARSON	EXEMPT	\$0.00
WD-1662	555-201 MAIN AV	LADOWSKI	EXEMPT	\$0.00
WD-1663	555-107 MAIN AV	STEELE	EXEMPT	\$0.00
WD-1664	555-203 MAIN AV	HAGANES	EXEMPT	\$0.00
WD-1665	555-204 MAIN AV	RYAN	EXEMPT	\$0.00
WD-1666	555-205 MAIN AV	LIN	EXEMPT	\$0.00
WD-1667	555-206 MAIN AV	BOUBENIDER	EXEMPT	\$0.00
WD-1668	555-208 MAIN AV	PRATEL	EXEMPT	\$0.00
WD-1669	555-209 MAIN AV	FILLE	EXEMPT	\$0.00
WD-1670	555-210 MAIN AV	SMET	EXEMPT	\$0.00
WD-1671	555-211 MAIN AV	MILLER	EXEMPT	\$0.00
WD-1672	555-212 MAIN AV	ROYER	EXEMPT	\$0.00
WD-1673	555-213 MAIN AV	LADOWSKI SR	EXEMPT	\$0.00
WD-1674	555-214 MAIN AV	BERGH CHARLES R & DONNA S TRUST	EXEMPT	\$0.00
WD-1675	555-215 MAIN AV	GHORI	EXEMPT	\$0.00
WD-1676	555-216 MAIN AV	MILLER	EXEMPT	\$0.00
WD-216	300 GRANT ST	SAINT NORBERT COLLEGE INC	\$3,819,600	\$1,950.00
WD-279	509 MAIN AV	PIONEER CREDIT UNION (FC)	\$127,500	\$275.00
WD-281	108 S FIFTH ST	PIONEER CREDIT UNION	\$804,200	\$1,407.35

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WD-283	499 MAIN AV	DEPERE WEST DEVELOPMENT LLC	\$60,400	\$40.10
WD-284	109 S FIFTH ST	DEPERE WEST DEVELOPMENT LLC	\$47,700	\$31.67
WD-286	473 MAIN AV	DEPERE WEST DEVELOPMENT LLC	\$47,600	\$31.60
WD-287	400 BLOCK MAIN AV	DEPERE WEST DEVELOPMENT LLC	\$47,600	\$31.60
WD-288	441 MAIN AV	PEOPLES MARINE BANK OF GREEN BAY	\$1,020,500	\$1,785.88
WD-295	444 REID ST	MARQUETTE CENTRE LLC	\$2,280,700	\$1,950.00
WD-306	525 REID ST	N E W DEVELOPERS LLC	\$432,000	\$756.00
WD-310	430 GRANT ST	NICOLET HIGHLANDS LLC	EXEMPT	\$0.00
WD-367	300 MAIN AV	HAWK HOLDINGS LLC	\$323,400	\$565.95
WD-369	320 MAIN AV	GAROT	\$657,700	\$1,150.98
WD-371	330 MAIN AV	STAGECOACH ENTERPRISES LLC	\$181,400	\$317.45
WD-372	334 MAIN AV	A&K LONGBRANCH LLC	\$247,000	\$432.25
WD-373	338 MAIN AV	HERYMAN	\$142,300	\$275.00
WD-374	342-344 MAIN AV	WILLEMS	\$97,800	\$275.00
WD-375	348 MAIN AV	RENIER	\$131,300	\$275.00
WD-376	352 MAIN AV	GAROT	\$9,000	\$15.75
WD-377	360-362 MAIN AV	MANDERS JAMES A & DORIS C REVOCABLE TRUST	\$43,100	\$275.00
WD-378	366 MAIN AV	MATYAS	\$196,300	\$343.53
WD-379	368 MAIN AV	KEWEENAW ENTERPRISES LLC	\$232,200	\$406.35
WD-380	380 MAIN AV	OLD NELL PROPERTIES LLC	\$404,800	\$708.40
WD-381	400 MAIN AV	SECOR JEROME J REVOCABLE TRUST	\$283,800	\$496.65
WD-386	436 MAIN AV	ISC PROPERTY LLC	\$337,100	\$589.93
WD-387	444 MAIN AV	F & J PROPERTIES LLC	\$325,700	\$569.98
WD-387-1	MAIN AV	KROPP	\$70,600	\$123.55
WD-388	486 MAIN AV	SMOOTH MONEY OF IOWA LLC	\$390,200	\$682.85
WD-389-2	500 MAIN AV	DUTCH BOYZ DE PERE LLC	\$1,835,900	\$1,950.00
WD-389-3	550 MAIN AV	CHRIST THE ROCK CHURCH INC	EXEMPT	\$0.00
WD-389-4	556 MAIN AV	CHRIST THE ROCK CHURCH INC	EXEMPT	\$0.00
WD-389-5	N SIXTH ST	BURKARD PHILLIP J & NANCY R REVOCABLE TRUST	\$42,200	\$275.00
WD-403	109 N SIXTH ST	SANDERS	\$346,700	\$606.73
WD-404	101 FORT HOWARD AV	DECLEENE ZELLNER LLC	\$299,700	\$524.48
WD-404-2	MAIN AV	WISCONSIN DEPT OF TRANSPORTATION	EXEMPT	\$0.00
WD-623	500 GRANT ST	INVESTORS COMMUNITY BANK	\$600,300	\$1,050.53
WD-634	GRANT ST	SAINT NORBERT COLLEGE INC	EXEMPT	\$0.00
WD-634-2	400 GRANT ST	SAINT NORBERT COLLEGE INC	EXEMPT	\$0.00
WD-884	401 MAIN AV	SCHLEIS PROPERTIES LLC	\$472,000	\$826.00
WD-885	407 MAIN AV	DETRY	\$141,300	\$247.28
WD-886	409 MAIN AV	DETRY	\$138,500	\$242.38
WD-887	413 MAIN AV	RHODES ETAL	\$217,800	\$381.15

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WD-888	417 MAIN AV	MARTIN	\$138,500	\$275.00
WD-889	421 MAIN AV	KROPP	\$387,600	\$678.30
WD-890-1	441 MAIN AV	PEOPLES MARINE BANK OF GREEN BAY	\$200	\$0.35
WD-893	400 REID ST	DEPERE WEST DEVELOPMENT LLC	\$2,733,900	\$1,815.03
WD-906	301 MAIN AV	PHE WI LLC	\$415,100	\$726.43
WD-907	305 MAIN AV	B S ENTERPRISES OF DE PERE LLC	\$195,000	\$341.25
WD-908	313 MAIN AV	313 MAIN IN DE PERE LLC	\$284,500	\$497.88
WD-909	317 MAIN AV	LOCH	\$305,000	\$533.75
WD-910	321 MAIN AV	KEY PROPERTY MANAGEMENT LLC	\$158,500	\$277.38
WD-911	327 MAIN AV	TILKENS FAMILY LTD PARTNERSHIP	\$394,300	\$690.03
WD-912	331 MAIN AV	NICK BROTHERS PARTNERSHIP	\$311,600	\$545.30
WD-913	337-339 MAIN AV	MIRHASHEMI INC	\$259,200	\$453.60
WD-915	345 MAIN AV	MANNING ETAL	\$169,800	\$297.15
WD-917	353 MAIN AV	BALISON REAL ESTATE LLC	\$321,500	\$562.63
WD-917-1	MAIN AV	DE PERE CITY OF	EXEMPT	\$0.00
WD-917-2	MAIN AV	DE PERE CITY OF	EXEMPT	\$0.00
WD-918	355 MAIN AV	D&J ENTERPRISE OF GREENLEAF LLC	\$171,700	\$300.48
WD-919	363 MAIN AV	CHANMINA LLC	\$183,800	\$321.65
WD-920	365 MAIN AV	SAKS HOLDINGS LLC	\$407,300	\$712.78
WD-921	371 MAIN AV	ABTS INVESTMENTS LLC	\$141,200	\$275.00
WD-922	375 MAIN AV	LARSON	\$216,600	\$379.05
WD-923	377 MAIN AV	RAW LEGACY LLC	\$287,400	\$502.95
WD-925	115 FOURTH ST	MISHLER LONNIE L & CAROL	\$425,200	\$744.10
WD-926	340 BLOCK REID ST	DE PERE CITY OF NICOLET SQUARE PARKING LOT	EXEMPT	\$0.00
WD-928	340 REID ST	DE PERE CITY OF NICOLET SQUARE PARKING LOT	EXEMPT	\$0.00
WD-930	330 REID ST	LUTSEY	\$822,900	\$1,440.08
WD-931	116 THIRD ST	AJANGO PROPERTIES LLC	\$219,000	\$383.25
WD-933	THIRD ST	DE PERE CITY OF	EXEMPT	\$0.00
WD-955	303 REID ST	REID STREET RETAIL LLC	\$1,284,400	\$1,950.00
WD-961	325 REID ST	MASTERS PROPERTIES OF DE PERE LLC	\$7,486,300	\$1,950.00
WD-965	401 REID ST	CKROLL PROPERTIES LLC	\$746,000	\$1,305.50
Total Value within BID	\$68,995,400.00			
Total Revenue of BID Assessments				\$88,085.35

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APPENDIX D: Wisconsin Statutes Section 66.1109

Wisconsin BID Law: 66.1109 Business improvement districts.

(1) In this section:

(a) "BID Board" means a business improvement district board appointed under sub. (3) (a).

(b) "Business improvement district" means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.

(c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.

(d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.

(e) "Municipality" means a city, village or town.

(f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:

1. The special assessment method applicable to the business improvement district.
- 1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.
2. The kind, number and location of all proposed expenditures within the business improvement district.
3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.
4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.
5. A legal opinion that subds. 1. to 4. have been complied with.

(g) "Planning commission" means a plan commission under s. 62.23, or if none a board of public land commissioners, or if none a planning committee of the local legislative body.

(2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under par. (b) has petitioned the municipality for creation of a business improvement district.

(b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.

(c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a

class 2 notice under Ch. 985. Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detailed map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.

(d) Within 30 days after the hearing under par. (c), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40% of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40% of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.

(e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.

(3) (a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.

(b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.

(c) The board shall prepare and make available to the public annual reports describing the current status of the business improvement district, including expenditures and revenues. The report shall include an independent certified audit of the implementation of the operating plan obtained by the municipality. The municipality shall obtain an additional independent certified audit upon termination of the business improvement district.

(d) Either the board or the municipality, as specified in the operating plan as adopted, or amended and approved under this section, has all powers necessary or convenient to implement the operating plan, including the power to contract.

(4) All special assessments received from a business improvement district and all other appropriations by the municipality or other moneys received for the benefit of the business improvement district shall be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the costs of audits required under sub. (3) (c) or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.

(4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50% of the valuation of all property

assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:

(a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.

(b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under par. (c) and unless the business improvement district is not terminated under par. (e).

(5) (a) Real property used exclusively for residential purposes and real property that is exempted from general property taxes under s. [70.11](#) may not be specially assessed for purposes of this section.

(b) A municipality may terminate a business improvement district at any time.

(c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.

Unofficial text from Wis Stats. database. See printed Statutes and Wis. Acts for official text under s. 35.18(2) stats. Report errors to the Revisor of Statutes at (608) 266-2011, FAX 264-6978.

APPENDIX E: Adopted Bylaws

BUSINESS IMPROVEMENT DISTRICT

ARTICLE I **MEMBERS**

All owners of property located within the District shall automatically be members of the De Pere Business Improvement District. All members shall have the right to vote on any issue that is placed before the members by the Board of Directors.

ARTICLE II **MEMBERSHIP MEETINGS**

Section 1. Annual Meeting. An annual meeting of the membership shall be held in each calendar year at such time and place as may be determined by the Board of Directors for the purpose of transacting such business as may be properly brought before the meeting.

Section 2. Special Meeting. Special meetings of the membership shall be held at any time and place as may be designated in the notice of said meeting, upon call of the chairman of the Board of Directors.

Section 3. Notice. Email (or mail) notice of every meeting of the membership (annual or special), stating the place, date, and hour of the meeting, shall be sent to each member not less than seven (7) or more than thirty (30) days before the date of the meeting. Other interested parties shall be given such notice of meetings as the Board of Directors deem appropriate.

Section 4. Proceedings. Roberts Rules of Order shall govern the parliamentary procedures at all meetings when not in conflict with these Bylaws except that there shall be no minimum number of members necessary to attend any meeting by a majority vote of the active members present.

ARTICLE III **BOARD OF DIRECTORS**

Section 1. Federal Requirement. BID district members can recommend future board members to the BID Board. The BID Board will provide the recommended nominations to the Mayor. The Mayor appoints members from these nominations to the BID Board. The BID Board includes a representative of the Mayor or Council. State law requires that the BID Board be composed of at least 4 members and the majority of the BID Board members be owners or occupants of property within the District. Appointments must be made by the Mayor and confirmed by the City Council.

Section 2. Responsibilities. The BID Board's primary responsibility will be contracting for implementation of the current year's DBI Operating Plan, contracting for preparation of an annual report and audit of the District, annually considering and making changes to this DBI Operating Plan and submitting the DBI Operating Plan for the following year to the Common Council of the City of De Pere for approval, and all other powers granted in this DBI Operating Plan and Bylaws. This will require the BID Board to negotiate with providers of services (primarily to Definitely De Pere) and materials to carry out the DBI Operating Plan; to enter into various contracts; to monitor development activity; and to ensure the District's compliance with the provisions of applicable statutes and regulations.

Section 3. BID Board Composition. The BID Board shall consist of seven (7) members. A majority (at least 4) of the members shall be owners or occupants of real property within the District. The Board shall have the following composition:

- a. 2 Owners of property in the District.
- b. 1 representative from Service/Retail, Hospitality and Office.
- c. 1 Community representative with no property ownership or business interests within the District. The appointee shall be a resident of the City of De Pere.
- d. 1 representative of the City of De Pere, appointed by the Common Council.

Any BID Board member who because of transfer of ownership of property is no longer eligible to act as a representative shall be replaced.

Section 4. BID Board Term. Appointments to the BID Board shall be for a period of 3 years, except that initially 3 members are appointed for a period of 3 years, 2 members shall be appointed for 2 years, and 2 members shall be appointed for 1 year, each term ending on December 31 of the applicable year. The BID Board may remove, by majority vote, a BID Board member who is absent from more than 3 meetings, without valid excuse. Any BID Board vacancy (except the Mayor's or City Council's Member) shall be filled by nomination of the Mayor.

Section 5. Compensation. The BID Board members shall receive no compensation for serving on the BID Board.

Section 6. Meetings. All meetings of the BID Board shall be governed by the Wisconsin Open Meetings Law. Meetings will be posted on the City of De Pere's website. Minutes will be recorded and submitted to the City and the BID Board. Roberts Rules of Order shall govern the parliamentary procedures at all meetings when not in conflict with these Bylaws.

Section 7. Record Keeping. Files and records of the BID Board's affairs shall be kept pursuant to public records requirements. Records of the BID Board will be kept at the De Pere City Hall.

Section 8. Staffing. The BID Board shall contract for staffing services pursuant to this DBI Operating Plan and subsequent modifications thereof. It is contemplated that such staff and services shall be contracted with Definitely De Pere, unless requested otherwise by the BID Board; the Board of Directors of Definitely De Pere may attend all meetings of the BID Board, but will not have voting authority.

Section 9. Officers. The BID Board shall appoint a Chairman, Treasurer and Secretary, any two of the three of which shall have the power to execute documents on behalf of the full BID Board, for purposes authorized by the full BID Board.

Section 10. Quorum. At all meetings of the BID Board, a majority of the voting members thereof shall constitute a quorum for the transaction of business. If a quorum shall not be present at any meeting of the BID Board, the Directors present may adjourn and reschedule the meeting until a quorum shall be present.

Section 11. Consent. Any action required or permitted to be taken at any meeting of the BID Board of Directors may be taken without a meeting, if all members of the BID Board consent hereto in writing, setting forth the action taken, and the writing or writings are filed with the minutes of the proceedings. Such consent shall have the same force and effect as unanimous vote of the BID Board.

Section 12. BID Board Powers. The BID Board shall have all the powers authorized by law, including but not limited to, the following powers:

1. To manage the affairs of the District.
2. To undertake on its own accord or to assist in development, underwriting or guaranteeing public improvements within the District.
3. To apply for, accept, and use grants and gifts for these purposes.
4. To contract on behalf of the BID with Definitely De Pere, to carry out the DBI Operating Plan under the direction of the BID Board.
5. To develop, advertise and promote the existing and potential benefits of the District.
6. To promote new investment and appreciation in value of existing investments.
7. To elect officers, and contract out work as necessary to carry out these goals.
8. To add to the beautification and/or maintenance of the District.
9. To annually consider and make changes to the DBI Operating Plan which may include termination of the BID.

It is anticipated that the BID Board will utilize the above powers in the capacity of directing and delegating to Definitely De Pere, many of its duties and responsibilities while retaining the overall authority and responsibility for such drafting and implementation of the DBI Operating Plan.

Section 13. BID Board Authority. The BID Board of Directors shall be required to conform to the DBI Operating Plan presented to and approved by the De Pere Common Council each year and shall be subject to the Wisconsin Statutes covering the Business Improvement Districts (BIDs).

ARTICLE IV COMMITTEES

Section 1. There shall be such standing committees as the BID Board may determine. The terms of the committees shall be for 1 year commencing at the time of the annual membership meeting.

ARTICLE V OFFICERS

Section 1. General. The Officers of the District BID shall consist of a Chairman, a Secretary, and a Treasurer and such other officers and assistant officers as may be deemed necessary.

Section 2. Election. Officers shall be BID Board members and staff shall be elected by the Board of Directors annually at the annual meeting. No BID Board member may hold more than one office. Officers may serve more than one term if reelected.

Section 3. Powers and Duties. Except as hereinafter provided, the officers of the BID Board shall each have such powers and duties as generally pertain to their respective office, as well as those that from time to time may be conferred by the membership of the BID Board of Directors.

- A. Chairman. The Chairman shall preside at all business meetings, but may at his or her discretion or at the suggestion of the Directors arrange for another officer to preside at other meetings. The Chairman shall perform such duties as are usually incumbent upon that officer, such duties as may be directed by resolution of the Board of Directors.
- B. Secretary. The Secretary shall record and maintain in good order all minutes of all meetings and all records and correspondence of the District BID, and shall email copies of the minutes of each membership meeting to all members within 60 days of the conclusion of each meeting. The Secretary shall also have such duties as may be assigned by the membership or the Board of Directors.

- C. Treasurer. The Treasurer shall maintain in good order all financial records of the District BID. The Treasurer shall also have such other duties as may be assigned by the membership Board of Directors.
- D. Temporary Officers. In case of absence or disability of any officer and of any person authorized to perform duties in his or her place during such periods of absence or disability, the Chairman may from time to time delegate the powers and duties of such officer to any other officer or any other member.

ARTICLE VI FINANCES

Section 1. Authority. Except as the Board of Directors may generally or in particular cases authorize the execution thereof in some other manner, all checks, drafts, and other instruments for the payment of money and all instruments of transfer of securities, shall be signed in the name and on behalf of the BID by any of the three officers.

Section 2. Financial Institution. All funds of the BID shall be deposited from time to time to the credit of the BID in such banks, trust companies, or other depositories as the Board of Directors may select.

Section 3. Funding Services. The Board of Directors may accept on behalf of the BID any contribution, gift, bequest or device for general purposes or for any special purpose of the BID.

ARTICLE VII AMENDMENTS

Section 1. Authority. The Common Council of the City of De Pere, upon the consent of the Board of Directors, shall have the power to alter, amend, or repeal the Bylaws or adopt new Bylaws.

Section 2. Process. The BID may also annually present amendments to the Bylaws. The following process for approval of the amended Bylaws will be as follows:

- A. The BID Board will review the proposed BID Bylaws and make a recommendation to the De Pere ~~Plan Commission~~ Common Council.
- ~~B. The City of De Pere Plan Commission will review the proposed amended BID Bylaws and will make a recommendation to the Common Council.~~
- C. The Common Council will act on the proposed amended BID Bylaws.

Section 3. Generally. It is anticipated that the BID Board will continue to revise and develop the Bylaws annually, in response to changing development needs and opportunities in the District, within the purpose and objectives defined herein and in the DBI Operating Plan.

Adopted by BID Board on: July 17, 2015

Amended by BID Board on: August 21, 2015

Adopted by City of De Pere Common Council on:

City of De Pere, Wisconsin

**Request For Plan Commission Action**

MEETING DATE: August 24, 2015

DEPARTMENT: Planning

FROM: Sarah Wallace

SUBJECT: Future Agenda Items.
