



# Common Council

## Regular Meeting

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

### Agenda

**Tuesday, August 15, 2017**

**7:30 PM**

**De Pere City Hall Council Chambers**

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Common Council** of the City of De Pere will be held on **August 15, 2017** at **7:30 PM** in the **De Pere City Hall Council Chambers**, 335 S. Broadway Street, De Pere, WI 54115.

*This meeting can be viewed LIVE on TW Cable Channel 4; AT&T U-verse Channel 99; [www.depere.tv](http://www.depere.tv). This meeting is also rebroadcast on TV throughout the week and available on demand at [www.depere.tv](http://www.depere.tv).*

Call to order.

1. Roll call.
2. Pledge of allegiance to the Flag.
3. Approval of the Minutes of the August 1, 2017 Common Council Meeting.
4. Public Hearing on a right-of-way vacation for a part of N. Wisconsin Street and part of nearby public alley to the east.
  - A. Notice of Public Hearing.
  - B. Recommendation from the Plan Commission.
  - C. Resolution #17-53, Regarding the Vacation of Portions of Public Thoroughfares (300 Blk of North Wisconsin Street adjacent to ED-881 and public alleyway to the east adjacent to ED-874, ED-878, ED-880 and ED-881).
5. Public comment upon matters not on the agenda or other announcements.
6. Recommendation from the License Committee on an Application for a Temporary Premise Description Change for St. Norbert College.
7. Recommendation from Plan Commission regarding a Proposed Two Lot Certified Survey Map at the 300 BLK N. Wisconsin Street in De Pere (Parcel ED-881). Submitted by City of De Pere.
8. Recommendation from the Board of Public Works to Approve the Full Closure for Main Avenue & Lawrence Drive Roundabout During Construction.
9. Recommendation from the Finance/Personnel Committee to accept the Proposed Eagle Scout Project for Fire Department Station #1.
10. Recommendation from Finance and Personnel Committee to Accept Donation to Police Department from Shopko Foundation and Kwik Trip Kares
11. Recommendation from Finance and Personnel Committee to Accept Pink Flamingo Donation to Police Department
12. Resolution #17-63, Authorizing Relocation Order For Transportation Purposes (Main Avenue and Lawrence Drive).

13. Resolution #17-64, Authorizing Release of Utility Easement (300 Block North Wisconsin Street).
14. Resolution #17-65, Authorizing Storm Sewer Drainage Easements (Oak Water Court and Cornellius Martin Court).
15. Resolution #17-66, Revising Certain Insurance Requirements in Consultant Agreement Between the City of De Pere and Sparc, Inc. (Strategic Visioning & Branding Initiative).
16. Resolution #17-67, An Initial Resolution Authorizing the Sale and Issuance of General Obligation Promissory Notes; and Certain Related Details.
17. Resolution #17-68, An Initial Resolution Authorizing the Sale and Issuance of Taxable General Obligation Refunding Bonds; and Certain Related Details.
18. Voucher Approval.
19. Operator License Applications.
20. Future Agenda Items.
21. Adjournment.

Lawrence M. Delo  
City Administrator

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, the previous day so that arrangements can be made.

Agenda Sent To:

Alderspersons  
Mayor  
City Administrator  
Department Heads  
TV, Newspaper & Radio Stations  
Kress Family Library  
De Pere Chamber of Commerce  
SRK Realty Group LLC  
Terese A. Dwyer  
Paul Algrem  
Midland Plastics  
Scholfield Group  
Definitely De Pere  
St. Norbert College, Terrie DuBois

**City of De Pere, Wisconsin****Request For Common Council Action**

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**MEETING DATE:** August 15, 2017

**DEPARTMENT:** City Clerk-Treasurer

**FROM:** Shana Ledvina

**SUBJECT:** Approval of the Minutes of the August 1, 2017 Common Council Meeting.

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**ATTACHMENTS:**

- 8-01-17 Common Council Minutes (DOC)



# Common Council

## Regular Meeting

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

### Draft Minutes

Tuesday, August 1, 2017

7:30 PM

De Pere City Hall Council Chambers

1. Call to order. The Common Council Meeting was called to order on August 1, 2017 at 7:30 PM De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

| Attendee Name    | Title        | Status  |
|------------------|--------------|---------|
| Michael J. Walsh | Mayor        | Present |
| James Boyd       | Aldersperson | Present |
| Dan Carpenter    | Aldersperson | Present |
| Scott Crevier    | Aldersperson | Present |
| Jonathon Hansen  | Aldersperson | Present |
| Ryan Jennings    | Aldersperson | Present |
| Larry Lueck      | Aldersperson | Present |
| Casey Nelson     | Aldersperson | Present |
| Dean Raasch      | Aldersperson | Present |

2. Pledge of allegiance to the Flag.
3. Approval of the Minutes of the July 18, 2017 Common Council Meeting.

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                        |
| <b>MOVER:</b>    | Dan Carpenter, Jonathon Hansen                                    |
| <b>SECONDER:</b> | Scott Crevier, Aldersperson                                       |
| <b>AYES:</b>     | Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch |

4. Approval of the Minutes of the July 18, 2017 Common Council and Redevelopment Authority Special Meeting.

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                        |
| <b>MOVER:</b>    | James Boyd, Aldersperson                                          |
| <b>SECONDER:</b> | Jonathon Hansen, Aldersperson                                     |
| <b>AYES:</b>     | Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch |

5. Public comment upon matters not on the agenda or other announcements.

Aldersperson Hansen announced that Legion Park will hold a disc golf tournament on August 12th, starting at 1:00 p.m. Aldersperson Raasch thanked the Parks and Recreation Department for making sure the soccer fields for the Tony Litt Tournament looked great. Mayor Walsh thanked the Police and Fire Departments for their participation in the National Night Out event on August 1.

6. Presentation by Celebrate De Pere.

The presentation was cancelled.

7. Recommendation from the License Committee regarding the pre-hearing held on August 1, 2017 on the Class B Combination Liquor License issued to Dan Cer Inc. (DBA Bilotti's Pizza Garden), 111-113 N. Broadway.

Attachment: 8-01-17 Common Council Minutes (6124 : Approval of the Minutes of the August 1, 2017 Common Council Meeting.)

Alderson Boyd moved, seconded by Alderson Hansen to recommend scheduling a hearing to suspend or revoke the license held by Bilotti's. Discussion followed regarding the sting operation performed by the De Pere Police Department.

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                        |
| <b>MOVER:</b>    | James Boyd, Alderson                                              |
| <b>SECONDER:</b> | Jonathon Hansen, Alderson                                         |
| <b>AYES:</b>     | Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch |

8. Recommendation from the License Committee regarding the pre-hearing held on August 1, 2017 on the Class B Combination Liquor License issued to Shannons Haystack LLC (DBA Chatterhouse 2016), 614 George St.

Alderson Boyd moved, seconded by Alderson Hansen to recommend scheduling a hearing to suspend or revoke the license held by Chatterhouse. Alderson Carpenter moved, seconded by Alderson Raasch to open the meeting. Upon vote, motion carried unanimously. Shannon Charles addressed the Council and discussed their violations. Alderson Raasch moved, seconded by Alderson Crevier to close the meeting. Discussion followed regarding the citations and notification of the violations to the agent.

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                        |
| <b>MOVER:</b>    | James Boyd, Alderson                                              |
| <b>SECONDER:</b> | Jonathon Hansen, Alderson                                         |
| <b>AYES:</b>     | Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch |

9. Recommendation from the License Committee regarding the pre-hearing held on August 1, 2017 on the Class B Combination Liquor License issued to Quincy's Restaurant LLC (DBA Birch Street Pub & Grill), 617 Birch St.

The Clerk's office will send warning letters to Birch Street Pub and will schedule a review of the establishment in 6 months.

10. Recommendation from the License Committee regarding the pre-hearing held on August 1, 2017 on the Class B Combination Liquor License issued to Proof LLC (DBA Proof), 127 N. Broadway.

The Clerk's office will send warning letters to Proof and will schedule a review of the establishment in 6 months.

11. Recommendation from the Board of Park Commissioners to approve Budget Capital re-allocation to purchase tractor attachment.

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                        |
| <b>MOVER:</b>    | Dean Raasch, Alderson                                             |
| <b>SECONDER:</b> | Scott Crevier, Alderson                                           |
| <b>AYES:</b>     | Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch |

12. Resolution 17-62, Authorizing Intergovernmental Cooperation Agreement Between the City of De Pere and Brown County Regarding Brush Clearing Along a Portion of the Fox River Shoreline Adjacent to the Fox River Trail.

Discussion followed regarding clearing the trail and the County's involvement in clearing.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Dean Raasch, Alderperson  
**SECONDER:** Ryan Jennings, Alderperson  
**AYES:** Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch

13. Funding Request for George Street Pedestrian Improvements.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Larry Lueck, Alderperson  
**SECONDER:** Jonathon Hansen, Alderperson  
**AYES:** Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch

14. Consideration of Two Conflict Waivers and Requests to Consent to Representation submitted by Davis & Keulthau Law Firm

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Dean Raasch, Alderperson  
**SECONDER:** Scott Crevier, Alderperson  
**AYES:** Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch

15. Voucher Approval.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Larry Lueck, Alderperson  
**SECONDER:** Scott Crevier, Alderperson  
**AYES:** Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch

16. Operator License Applications.

| CITY OF DE PERE                                 |                        |
|-------------------------------------------------|------------------------|
| License Committee - August 1, 2017              |                        |
|                                                 |                        |
| Previously Tabled Operator License Applications |                        |
| 1                                               | SMALLS, MICHELLE A.    |
|                                                 |                        |
| Temporary Operator License Applications         |                        |
| 1                                               | FOWLER, ALEC C.        |
|                                                 |                        |
| New Operator License Applications               |                        |
| 1                                               | BOEDE, AMANDA L.       |
| 2                                               | CAPRARIO, CURT R.      |
| 3                                               | LEACH, DUSTEN T.       |
| 4                                               | MARTENS, MORGAN R.     |
| 5                                               | MC CLANNAHAN, KATHY M. |
| 6                                               | NELSON, ASHLEY A.      |
| 7                                               | SEEFELDT, KRISTINA M.  |
| 8                                               | WAGNER, KATELYN A.     |

Alderperson Boyd moved, seconded by Alderperson Carpenter to approve Previously Tabled Operator License Application #1. Upon vote, motion carried unanimously.  
Alderperson Boyd moved, seconded by Alderperson Hansen to approve Temporary Operator License Application #1. Upon vote, motion carried unanimously.

Alderson Boyd moved, seconded by Alderson Carpenter to approve Operator License Applications #1-8. Upon vote, motion carried unanimously.

17. Future Agenda Items. None.

18. Adjournment.

Alderson Crevier moved, seconded by Alderson Carpenter to adjourn the meeting at 7:56 p.m. Upon vote, motion carried unanimously.

Respectfully submitted,

Shana Ledvina, Clerk-Treasurer

## City of De Pere, Wisconsin

**Request For Common Council Action**

**MEETING DATE:** August 15, 2017

**DEPARTMENT:** Common Council

**FROM:** Peter Schlein

**SUBJECT:** Resolution #17-53, Regarding the Vacation of Portions of Public Thoroughfares (300 Blk of North Wisconsin Street adjacent to ED-881 and public alleyway to the east adjacent to ED-874, ED-878, ED-880 and ED-881).

On June 26, 2017, the Plan Commission recommended approval of the right-of-way vacation request by a vote of X-X. On July 5, 2017, the Common Council reviewed an initial resolution for the right-of-way vacation request.

This report is one of three related proposals for the subject area--

1. Right-of-Way vacation to vacate unneeded/unused street and alley:
  - \* Plan Commission review on June 26, 2017.
  - \* Common Council initial review on July 5, 2017.
  - \* Common Council final review on August 15, 2017.
2. Release of Easement to relocate utilities:
  - \* Board of Public Works review on July 10, 2017.
  - \* Common Council review on August 15, 2017.
3. Certified Survey Map to divide land:
  - \* Plan Commission review on June 26, 2017.
  - \* Common Council review on August 15, 2017.

**ATTACHMENTS:**

- Reso17-53-Final (DOCX)
- Public Hearing Notice - Wisconsin Street Alley (DOCX)
- Right-Of-Way Vacation - N Wisconsin & Alley - Plan Commission Report (DOCX)
- Application Form - Street Vacation (PDF)
- Exhibit Map (PDF)

## RESOLUTION #17-53

REGARDING THE VACATION OF PORTIONS OF PUBLIC THOROUGHFARES  
(300 Blk of North Wisconsin Street adjacent to ED-881 and  
public alleyway to the east adjacent to ED-874, ED-878, ED-880 and ED-881)

WHEREAS, the Common Council of the City of De Pere has initiated the vacation and discontinuance of a portion of public thoroughfare in accordance with the requirements of Wis. Stats. §66.1003(4)(a); and

WHEREAS, the public interest may require the vacation of said right-of-way; and

WHEREAS, the Plan Commission has reviewed and recommended approval of such vacation and discontinuance, with a public hearing on said vacation to be held in accordance with Wis. Stats. §66.1003(4)(b), on August 15, 2017, at 7:35 p.m.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

Section 1. That portion of a 14-foot wide by 48.15-foot long section of Wisconsin Street right-of-way adjacent to ED-881, East Side of Fox River, City of De Pere, Brown County, Wisconsin more fully described on Exhibit A, attached hereto and incorporated by reference, be and the same is hereby wholly vacated and discontinued as a public thoroughfare effective as provided below. Said Wisconsin Street right-of-way to be vacated is shown on the scale map attached hereto and incorporated by reference herein as Exhibit C.

Section 2. That portion of a 14-foot wide by 48.68-foot long section of public alleyway to the east of Wisconsin Street, located north from William Street and south from Cass Street, adjacent to ED-874, ED-878, ED-880 and ED-881, East Side of Fox River, City of De Pere, Brown County, Wisconsin more fully described on Exhibit B, attached hereto and incorporated by reference, be and the same is hereby wholly vacated and discontinued as a public thoroughfare effective as provided below. Said alleyway right-of-way to be vacated is shown on the scale map attached hereto and incorporated by reference herein as Exhibit C.

Section 3. The City Clerk-Treasurer is hereby authorized and directed to file and record this resolution, with the map attached, in the Office of the Register of Deeds for Brown County and to amend the Official Map of the City in conformity with this resolution.

Introduced to the Common Council of the City of De Pere at its regular meeting held on the 5th day of July, 2017.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 15th day of August, 2017.

APPROVED:

\_\_\_\_\_  
Michael J. Walsh, Mayor

ATTEST:

\_\_\_\_\_  
Shana D. Ledvina, Clerk-Treasurer

Ayes:\_\_\_\_\_

Nays:\_\_\_\_\_

Publish: July 24<sup>th</sup>, July 31<sup>st</sup>, and August 7<sup>th</sup>, 2017 in the Press Gazette (Class 3 Notice)

#### NOTICE OF PUBLIC HEARING

Notice is Hereby given, that on **Tuesday, August 15, 2017** at 7:35 PM or as soon thereafter as can be heard in the Council Chambers of the De Pere City Hall, 335 S. Broadway St, De Pere, WI, a public hearing will be held by the Common Council of the City of De Pere to act on a right-of-way vacation for a part of N. Wisconsin Street and part of a nearby public alley to the east, described as:

#### WISCONSIN STREET

Part of Wisconsin Street located in Block 23, Original Plat of De Pere being in Private Claim 32, East Side of Fox River, City of De Pere, Brown County, Wisconsin described as follows:

Commencing at a Meander Corner on the north line of Private Claim 32, East Side of Fox River;  
thence S63°36'39"E, 788.53 feet on said north line to the east right of way of Wisconsin Street;  
thence S00°37'21"W, 87.55 feet on said east right of way to the northwest corner of Lot 2, Volume 17 of Certified Survey Maps, Page 161, Map Number 3230, Document Number 1106081;  
thence S00°37'21"W, 24.50 feet on said east right of way to the Point of Beginning;  
thence S00°37'21"W, 48.20 feet on said east right of way to the southwest corner of said Lot 2;  
thence N89°30'03"W, 14.00 feet;  
thence N00°37'21"E, 48.15 feet;  
thence S89°42'55"E, 14.00 feet to the Point of Beginning.

Said parcel contains 674 square feet of land more or less.

#### PUBLIC ALLEY

Part of a Public Alley located in Block 23, Original Plat of De Pere being in Private Claim 32, East Side of Fox River, City of De Pere, Brown County, Wisconsin described as follows:

Commencing at a Meander Corner on the north line of Private Claim 32, East Side of Fox River;  
thence S63°36'39"E, 788.53 feet on said north line to the east right of way of Wisconsin Street;  
thence S00°37'21"W, 87.55 feet on said east right of way to the northwest corner of Lot 2, Volume 17 of Certified Survey Maps, Page 161, Map Number 3230, Document Number 1106081;  
thence S89°42'55"E, 120.20 feet to the northeast corner of said Lot 2;  
thence S00°40'00"W, 24.50 feet on the east line of said Lot 2 to the Point of Beginning;  
thence S89°42'55"E, 14.00 feet to the east line of public alley;  
thence S00°40'00"W, 55.56 feet on said east line to the north line of vacated alley;  
thence N89°27'37"W, 14.00 feet on said north line to the west line of public alley;  
thence N00°40'00"E, 6.85 feet to the southeast corner of said Lot 2;  
thence N00°40'00"E, 48.65 feet to the Point of Beginning.

Said parcel contains 777 square feet of land more or less.

A map and detailed description of the proposed vacation is available through the City of De Pere Planning Department at 335 S. Broadway St., De Pere, WI 54115.

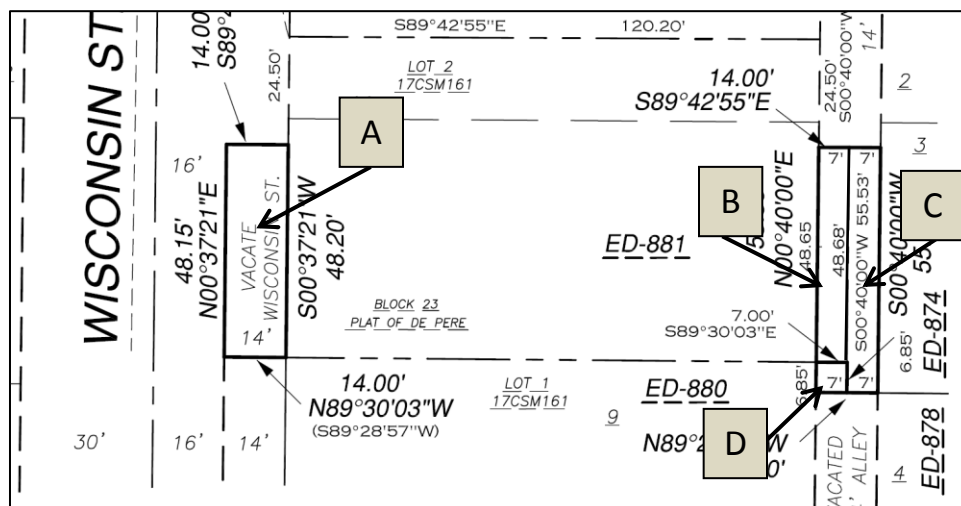
Dated this 24<sup>th</sup> day of July, 2017.

BY ORDER OF THE COMMON COUNCIL

Michael J. Walsh  
Mayor

Shana D. Ledvina  
City Clerk-Treasurer

- ITEM 8:** Review and recommendation for a Proposed Right-Of-Way Vacation for a public street at the 300 BLK N. Wisconsin Street and an alley to the east in De Pere (Adjacent Parcels – ED-874, ED-878, ED-880, and ED-881). Submitted by City of De Pere.\*

**SITE MAP****PROPOSED RIGHT-OF-WAY VACATION**

**REQUESTED ACTION:** Right-Of-Way Vacation Approval.\*

**COMMON DESCRIPTION:** 300 BLK N. Wisconsin Street and alley to the east, located north from William Street and south from Cass Street.

**PARCEL NUMBER(S):** None. Adjacent Parcels – ED-874, ED-878, ED-880, and ED-881

**EXISTING ZONING:** B-1 (Central Business District)

**PROPOSED ZONING:** None.

**SURROUNDING LAND USES:** Parking, business and residential to the north.  
Business to the south.  
Business loading area and residential to the east.  
Parking and business to the west.

**COMPREHENSIVE PLAN:** Commercial

**APPLICANT NAME:** City of De Pere

**SITE HISTORY:** After a review of air photographs, the property has been used for residential purposes up to and past 1978. By 1992 air photos indicate that the properties, adjacent to the right-of-way, were developing into a commercial area similar to what is seen today.

In 2017, the Common Council approved property acquisition terms for New Leaf Cooperative Market to purchase and develop a portion of Parcel ED-881 in Downtown De Pere. The approval included direction to staff to complete the required land division mechanisms to create the fee parcel (CSM, Right of Way Vacation, Utility Easement Release).

In order to accommodate the development, and make practical use of the right-of-ways for parts of Wisconsin Street and the alley, a right of way vacation is proposed. Similar right-of-way vacations occurred for the buildings to the south.

If the right-of-way is vacated, the right-of-way will be split and attached to adjacent property on each side of the right-of-way.

**STAFF REVIEW:** When reviewing a right-of-way vacation, staff utilizes the vacation process identified in Wisconsin State Statutes 66.103 and 66.105. The role of the Plan Commission in the process is determining if such a vacation is necessary, and if so, recommending to the Common Council that the right-of-way be vacated. The following are factors for consideration:

- The vacated portion of Wisconsin Street (Piece A) will allow the land to be attached to an adjacent parcel. The vacation will also allow the property line to properly align with the property line to the south. Presently, there is a 14-foot front yard jog between the two properties that would be corrected. New Leaf Cooperative Market would still be required to provide pedestrian access in front of the new building if the street were vacated.

- This portion of Wisconsin Street is constructed as, and functions, as more of a parking lot drive aisle rather than a public street.
- The vacation of the portion of the alley (Pieces B, C, & D) will eliminate unused right-of-way and allow the property to be attached to three adjacent private properties. Presently, the alley dead ends, which makes public services somewhat challenging. The City proposes to connect the alley to the proposed publicly owned drive aisle that will be located on the north side of the new building.

If vacated, the pieces of right-of-way will connect to the following properties:

- Piece A will connect to Parcel ED-881
- Piece B will connect to Parcel ED-881
- Piece C will connect to Parcel ED 874
- Piece D will connect to Parcel ED-880

For this vacation, there are three adjacent owners that will potentially receive vacated portions of right-of-way, including the City of De Pere (Pieces A & B), Terese A. Dwyer (Piece C), and Paul D. Algrem (Piece D). All three owners have been notified in advance of the Plan Commission meeting, which exceeds notification requirements of the State Statutes for right-of-way vacations.

**REVIEW PROCESS:**

The Common Council will review the Plan Commission recommendation twice, first as a resolution on July 5, 2017 and then with a public hearing and resolution on August 15, 2017 where adjacent property owners will again be notified.

**STAFF RECOMMENDATION:**

Staff recommends APPROVAL and forwarding the right-of-way vacation to the Common Council for final approval without conditions.

## LEGAL DESCRIPTIONS

### ~~VACATED WISCONSIN STREET → (Piece A--attach-to-ED-881)¶~~

Part of Wisconsin Street located in Block 23, Original Plat of De Pere being in Private Claim 32, East Side of Fox River, City of De Pere, Brown County, Wisconsin described as follows:¶

¶  
Commencing at a Meander Corner on the north line of Private Claim 32, East Side of Fox River;¶  
thence S63°36'39"E, 788.53 feet on said north line to the east right of way of Wisconsin Street;¶  
thence S00°37'21"W, 87.55 feet on said east right of way to the northwest corner of Lot 2, Volume 17 of Certified Survey Maps, Page 161, Map Number 3230, Document Number 1106081;¶  
thence S00°37'21"W, 24.50 feet on said east right of way to the Point of Beginning;¶  
thence S00°37'21"W, 48.20 feet on said east right of way to the southwest corner of said Lot 2;¶  
thence N89°30'03"W, 14.00 feet;¶  
thence N00°37'21"E, 48.15 feet;¶  
thence S89°42'55"E, 14.00 feet to the Point of Beginning.¶

¶  
Said parcel contains 674 square feet of land more or less. ¶

### ~~VACATED PUBLIC ALLEY→ (Piece B--attach-to-ED-881)¶~~

Part of a Public Alley located in Block 23, Original Plat of De Pere being in Private Claim 32,, East Side of Fox River, City of De Pere, Brown County, Wisconsin described as follows:¶

¶  
Commencing at a Meander Corner on the north line of Private Claim 32, East Side of Fox River;¶  
thence S63°36'39"E, 788.53 feet on said north line to the east right of way of Wisconsin Street;¶  
thence S00°37'21"W, 87.55 feet on said east right of way to the northwest corner of Lot 2, Volume 17 of Certified Survey Maps, Page 161, Map Number 3230, Document Number 1106081;¶  
thence S89°42'55"E, 120.20 feet to the northeast corner of said Lot 2;¶  
thence S00°40'00"W, 24.50 feet on the east line of said Lot 2 to the Point of Beginning;¶  
thence S89°42'55"E, 7.00 feet to the centerline of public alley;¶  
thence S00°40'00"W, 48.68 feet on said centerline to the south line of said Lot 2 extended easterly;¶  
thence N89°30'03"W, 7.00 feet on said south line to the west line of public alley;¶  
thence N00°40'00"E, 48.65 feet to the Point of Beginning.¶

¶  
Said parcel contains 340 square feet of land more or less. ¶

**City of De Pere**  
**Staff Comments**

**Plan Commission**  
**June 26, 2017**

**VACATED PUBLIC ALLEY → (Piece C --- attach to ED-874) ¶**

Part of a Public Alley located in Block 23, Original Plat of De Pere being in Private Claim 32,, East Side of Fox River, City of De Pere, Brown County, Wisconsin described as follows: ¶

¶  
 Commencing at a Meander Corner on the north line of Private Claim 32, East Side of Fox River; ¶  
 thence S63°36'39"E, 788.53 feet on said north line to the east right of way of Wisconsin Street; ¶  
 thence S00°37'21"W, 87.55 feet on said east right of way to the northwest corner of Lot 2, Volume 17 of Certified Survey Maps, Page 161, Map Number 3230, Document Number 1106081; ¶  
 thence S89°42'55"E, 120.20 feet to the northeast corner of said Lot 2; ¶  
 thence S00°40'00"W, 24.50 feet on the east line of said Lot 2; ¶  
 thence S89°42'55"E, 7.00 feet to the centerline of public alley, the Point of Beginning; ¶  
 thence S89°42'55"E, 7.00 feet to the east line of public alley; ¶  
 thence S00°40'00"W, 55.56 feet on said east line to the north line of vacated alley; ¶  
 thence N89°27'37"W, 7.00 feet on said north line to the centerline of public alley; ¶  
 thence N00°40'00"E, 55.53 feet on said centerline to the Point of Beginning. ¶

¶  
 Said parcel contains 389 square feet of land more or less. ¶

**VACATED PUBLIC ALLEY → (Piece D --- attach to ED-880) ¶**

Part of a Public Alley located in Block 23, Original Plat of De Pere being in Private Claim 32,, East Side of Fox River, City of De Pere, Brown County, Wisconsin described as follows: ¶

¶  
 Commencing at a Meander Corner on the north line of Private Claim 32, East Side of Fox River; ¶  
 thence S63°36'39"E, 788.53 feet on said north line to the east right of way of Wisconsin Street; ¶  
 thence S00°37'21"W, 87.55 feet on said east right of way to the northwest corner of Lot 2, Volume 17 of Certified Survey Maps, Page 161, Map Number 3230, Document Number 1106081; ¶  
 thence S89°42'55"E, 120.20 feet to the northeast corner of said Lot 2; ¶  
 thence S00°40'00"W, 73.15 feet to the southeast corner of said Lot 2 to the Point of Beginning; ¶  
 thence S89°30'03"E, 7.00 feet to the centerline of public alley; ¶  
 thence S00°40'00"W, 6.85 feet on said centerline to the north line of vacated alley; ¶  
 thence N89°27'37"W, 7.00 feet on said north line to the west line of public alley; ¶  
 thence N00°40'00"E, 6.85 feet to the Point of Beginning. ¶

¶  
 Said parcel contains 48 square feet of land more or less. ¶

|                                                                                   |                                                                                                                                     |                           |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
|  | <p align="center"><b>CITY OF DE PERE</b></p> <p align="center"><b>APPLICATION FOR</b></p> <p align="center"><b>ROW VACATION</b></p> | Fee: <del>\$ 305.00</del> |
|                                                                                   |                                                                                                                                     | Receipt #: None           |
|                                                                                   |                                                                                                                                     | Date: 31 May 2017         |

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

#### SECTION 1: Applicant / Permittee Information

|                                                          |                                                   |                                              |                   |
|----------------------------------------------------------|---------------------------------------------------|----------------------------------------------|-------------------|
| Applicant Name (Ind., Org. or Entity)<br>City of De Pere | Authorized Representative<br>Peter Schlein        | Title<br>City Planner                        |                   |
| Mailing Address<br>335 S. Broadway Street                | City<br>De Pere                                   | State<br>WI                                  | ZIP Code<br>54115 |
| Email Address<br>pschleinz@mail.de-pere.org              | Phone Number (incl. area code)<br>920.339.4043 x2 | Fax Number (incl. area code)<br>920.330.9491 |                   |

#### SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

|                                               |                                                   |                                              |                   |
|-----------------------------------------------|---------------------------------------------------|----------------------------------------------|-------------------|
| Name (Ind. Org. or Entity)<br>City of De Pere | Contact Person<br>Peter Schlein                   | Title<br>City Planner                        |                   |
| Mailing Address<br>335 S. Broadway Street     | City<br>De Pere                                   | State<br>WI                                  | ZIP Code<br>54115 |
| Email Address<br>pschleinz@mail.de-pere.org   | Phone Number (incl. area code)<br>920.339.4043 x2 | Fax Number (incl. area code)<br>920.330.9491 |                   |

#### SECTION 3: Right of Way Requested to be Vacated

|                                                      |                                                                                    |
|------------------------------------------------------|------------------------------------------------------------------------------------|
| Name of ROW:                                         | a) 14-foot wide by 48.15-foot long section of Wisconsin Street adjacent to ED-881. |
| Legal Description to be Vacated: (Please attach map) | b) 14-foot wide by 48.68-foot long section of unnamed alley adjacent to ED-881.    |
|                                                      | Legal descriptions and map attached.                                               |

#### SECTION 4: Reason of Vacation

|                                        |                              |
|----------------------------------------|------------------------------|
| Reason for Requesting Vacation of ROW: | Related to New Leaf project. |
|----------------------------------------|------------------------------|

#### SECTION 5: Certification and Permission

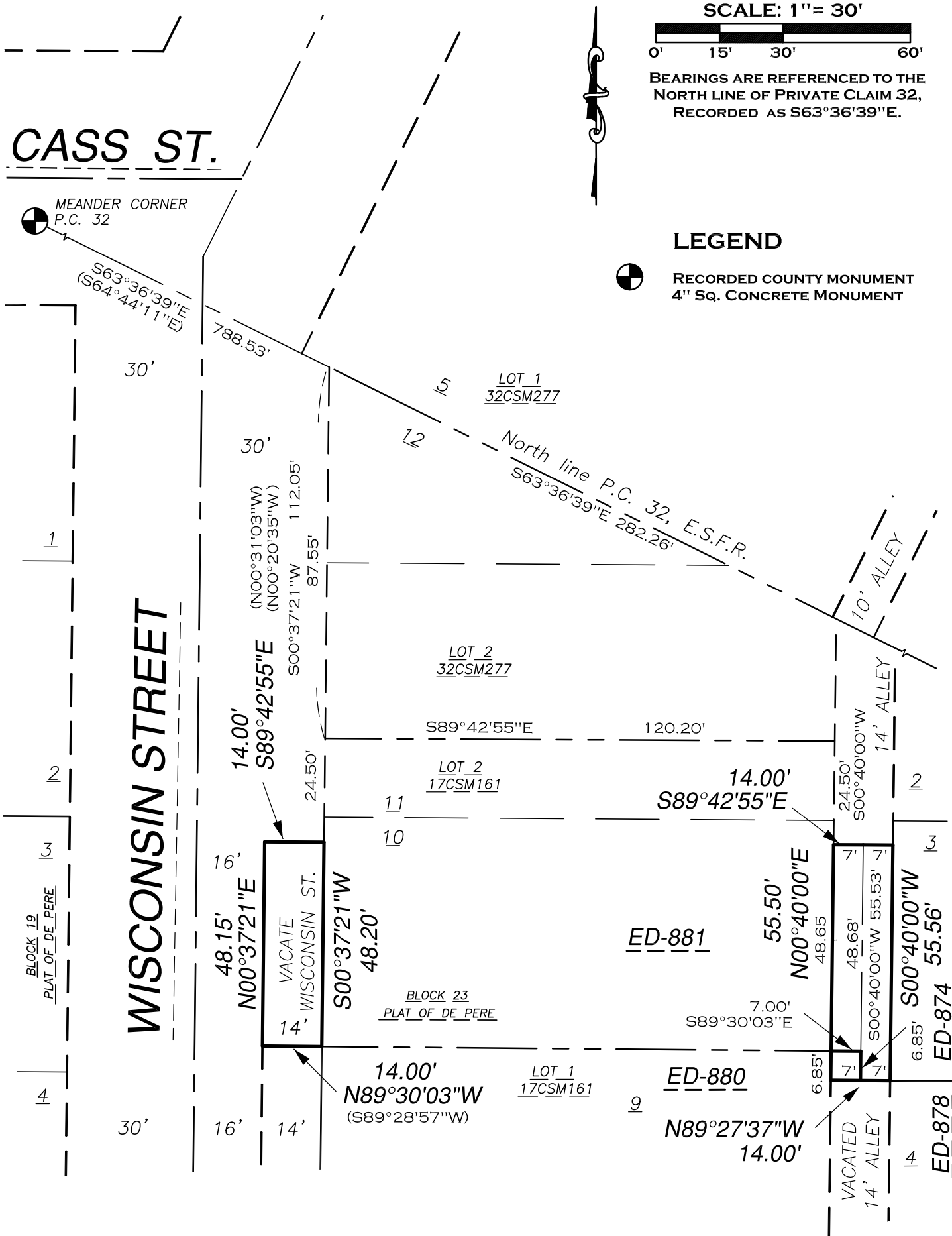
**Certification:** I hereby certify that I am the owner or authorized representative for this Application. I certify that the information contained in this form and attachments is true and accurate.

|                                                                                                            |                       |                                 |
|------------------------------------------------------------------------------------------------------------|-----------------------|---------------------------------|
| Name of Owner/Authorized Representative (please print)<br>City of De Pere / Peter Schlein                  | Title<br>City Planner | Phone Number<br>920.339.4043 x2 |
| Signature of Applicant  |                       | Date Signed<br>30 May 2017      |

Attachment: Application Form - Street Vacation (5979 : Reso #17-53 Regarding the Vacations of Public Thoroughfares(330 Blk N Wisconsin St.))

# EXHIBIT: ALLEY AND STREET VACATION

PART OF BLOCK 23, THE ORIGINAL PLAT OF DE PERE, PRIVATE CLAIM 32,  
EAST SIDE OF FOX RIVER, CITY OF DE PERE, BROWN COUNTY, WISCONSIN



**Attachment: Exhibit Map (5979 : Reso #17-53 Regarding the Vacations of Public Thoroughfares(330 Blk N Wisconsin St.))**



**ROBERT E. LEE & ASSOCIATES, INC.**  
ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES  
1250 CENTENNIAL CENTRE BOULEVARD  
HOBART, WI 54155  
PHONE: (920) 662-9641  
INTERNET: [WWW.RELEEINC.COM](http://WWW.RELEEINC.COM)  
FAX: (920) 662-9141

FILE: R:\0400\0404\0404422\DWG\0404422 VACATE.DWG

**SHEET 1 OF 1**

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City of De Pere, Wisconsin



**Request For Common Council Action**

---

**MEETING DATE:** August 15, 2017

**DEPARTMENT:** City Clerk-Treasurer

**FROM:** Shana Ledvina

**SUBJECT:** Recommendation from the License Committee on an Application for a Temporary Premise Description Change for St. Norbert College.

---

**ATTACHMENTS:**

- Temp Premise Description Change\_SNC (PDF)

# Premise Description Change

6.a

## ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning JULY 1 20 17 ;  
ending JUNE 30 20 18

TO THE GOVERNING BODY of the: ☐ Town of }  
☐ Village of } DEPERE  
☒ City of }

County of BROWN Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

1. The named ☐ INDIVIDUAL ☐ PARTNERSHIP ☐ LIMITED LIABILITY COMPANY  
☒ CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): ST. NORBERT COLLEGE, INC.

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

| Title                 | Name                                   | Home Address      | Post Office & Zip Code |
|-----------------------|----------------------------------------|-------------------|------------------------|
| President/Member      | <u>PRESIDENT BRIAN BRUESS</u>          | <u>[REDACTED]</u> | <u>[REDACTED]</u>      |
| Vice President/Member |                                        |                   |                        |
| Secretary/Member      | <u>SECRETARY AMY SORENSON</u>          | <u>[REDACTED]</u> | <u>[REDACTED]</u>      |
| Treasurer/Member      | <u>TREASURER EILEEN JAHNKE</u>         | <u>[REDACTED]</u> | <u>[REDACTED]</u>      |
| Agent                 | <u>CATERING DIRECTOR TERRIE DUBOIS</u> | <u>[REDACTED]</u> | <u>[REDACTED]</u>      |
| Directors/Managers    |                                        |                   |                        |

3. Trade Name ST NORBERT COLLEGE Business Phone Number 9204031352  
4. Address of Premises SEE ATTACHED Post Office & Zip Code 54115

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? ☐ Yes ☒ No  
6. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No  
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? ☐ Yes ☒ No  
8. (a) Corporate/limited liability company applicants only: Insert state \_\_\_\_\_ and date \_\_\_\_\_ of registration.  
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? ☐ Yes ☒ No  
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☐ Yes ☒ No  
(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) SEE ATTACHED-FOR DATES OF EXTENSION OF PREMISE

10. Legal description (omit if street address is given above): \_\_\_\_\_  
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No  
(b) If yes, under what name was license issued? ST NORBERT COLLEGE INC  
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5d) before beginning business? [phone 1-800-937-8864] ☒ Yes ☐ No  
13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]. ☒ Yes ☐ No  
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

### SUBSCRIBED AND SWORN TO BEFORE ME

this 27th day of July, 20 17

Patricia A. Wery  
(Clerk/Notary Public)

My commission expires 2/14/20

Eileen M. Jahnke  
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

Amy Smith  
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

### TO BE COMPLETED BY CLERK

|                                                             |                                |                                 |                                   |
|-------------------------------------------------------------|--------------------------------|---------------------------------|-----------------------------------|
| Date received and filed with municipal clerk <u>7-27-17</u> | Date reported to council/board | Date provisional license issued | Signature of Clerk / Deputy Clerk |
| Date license granted                                        | Date license issued            | License number issued           |                                   |

Extension of Premise for:

Bush Art Center; First floor area outside the gallery, 403 Third Street(attached to Michels Commons which is licensed)

Sept. 7, 2017, 4:30-7:30pm

Oct. 19, 2017, 4:30-7:30pm

Nov. 16, 2017, 4:30-7:30pm

Abbot Pennings Hall of Fine Arts; Walter lobby, 315 Third St.

Sept. 18<sup>th</sup>, 6-8:30pm

Oct. 10<sup>th</sup>, 2017, 5:30-8:30pm

## City of De Pere, Wisconsin



### Request For Common Council Action

**MEETING DATE:** August 15, 2017

**DEPARTMENT:** Plan Commission

**FROM:** Peter Schleinz

**SUBJECT:** Recommendation from Plan Commission regarding a Proposed Two Lot Certified Survey Map at the 300 BLK N. Wisconsin Street in De Pere (Parcel ED-881). Submitted by City of De Pere.

On June 26, 2017, the Plan Commission recommended approval of the City Certified Survey map request by a vote of 6-0-1 (one member abstained).

The first page of the CSM attachment, provided in this action item, properly reflects the proposed changes for utility easements. Staff discussed the changes with the Plan Commission when reviewing the CSM.

This report is one of three related proposals for the subject area--

1. Right-of-Way vacation to vacate unneeded/unused street and alley:
  - \* Plan Commission review on June 26, 2017.
  - \* Common Council initial review on July 5, 2017.
  - \* Common Council final review on August 15, 2017.
2. Release of Easement to relocate utilities:
  - \* Board of Public Works review on July 10, 2017.
  - \* Common Council review on August 15, 2017.
3. Certified Survey Map to divide land:
  - \* Plan Commission review on June 26, 2017.
  - \* Common Council review on August 15, 2017.

#### ATTACHMENTS:

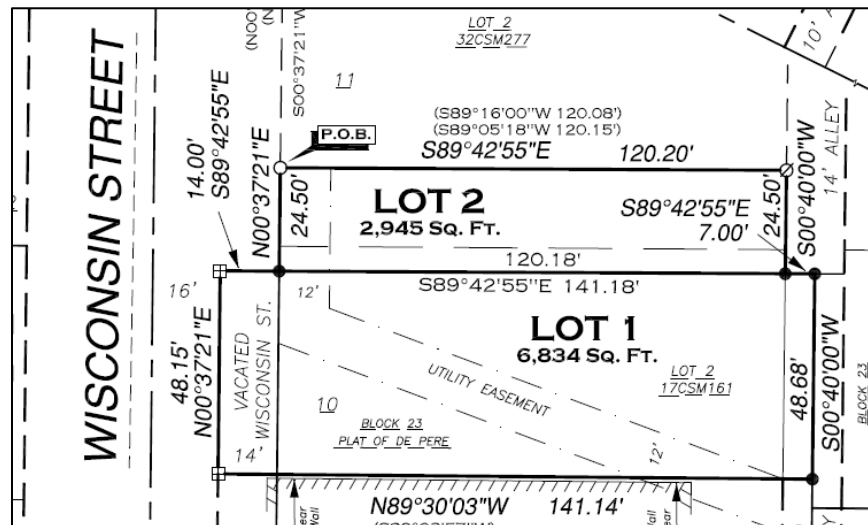
- City CSM - Wisconsin ST - Plan Commission Report (DOCX)
- Application Form - CSM (PDF)
- Preliminary CSM - REVISED for Easements (PDF)

- ITEM 9: Recommendation regarding a Proposed Two Lot Certified Survey Map at the 300 BLK N. Wisconsin Street in De Pere (Parcel ED-881). Submitted by City of De Pere.\*

**SITE MAP**



**PROPOSED CERTIFIED SURVEY MAP AREA**



**REQUESTED ACTION:** City Certified Survey Map Approval.\*

**COMMON DESCRIPTION:** 300 BLK N. Wisconsin Street, located north from William Street and south from Cass Street.

|                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                 |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <b>PARCEL NUMBER(S):</b>      | ED-881                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                 |
| <b>EXISTING ZONING:</b>       | B-1 (Central Business District)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                 |
| <b>PROPOSED ZONING:</b>       | None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                 |
| <b>SURROUNDING LAND USES:</b> | <p>Parking, business and residential to the north.<br/>           Business to the south.<br/>           Business loading area and residential to the east.<br/>           Parking and business to the west.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                 |
| <b>COMPREHENSIVE PLAN:</b>    | Commercial                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                 |
| <b>APPLICANT / OWNER:</b>     | City of De Pere                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | City of De Pere |
|                               | <i>(Surveyor: Dennis E. Reim, PLS)</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                 |
| <b>SITE HISTORY:</b>          | <p>After a review of air photographs, the property has been used for residential purposes up to and past 1978. By 1992 air photos indicate that the properties were developing into a commercial area similar to what is seen today.</p> <p>In 2017, the Common Council approved property acquisition terms for New Leaf Cooperative Market to purchase and develop a portion of Parcel ED-881 in Downtown De Pere. The approval included direction to staff to complete the required land division mechanisms to create the fee parcel (CSM, Right-of-Way Vacation, Utility Easement Release). The attached CSM reflects this direction.</p> <ul style="list-style-type: none"> <li>• Lot 1 to become the fee parcel. Before construction, the applicant would be required to combine Lot 1 with Parcel ED-880.</li> <li>• Lot 1 includes part of Wisconsin Street and an alley that will be considered for right-of-way vacation by the Plan Commission on June 26, 2017 and by the Common Council on August 15, 2017.</li> <li>• Lot 2 to be reconstructed as a drive lane to connect the municipal parking lot to the existing alley and maintain access to the privately owned stalls to the north.</li> <li>• An easement that cuts diagonally across lot 1 must be rerouted to cut across Lot 2 via a release of easement that will be considered by Board of Public works on July 10, 2017, and by Common Council on August 15, 2017.               <ul style="list-style-type: none"> <li>○ If the CSM is approved by Plan Commission and Common Council, the CSM will be recorded AFTER a related right-of-way vacation and release of easement are approved and recorded.</li> <li>○ All three documents can be recorded AFTER any physical items within the easements are relocated.</li> </ul> </li> </ul> |                 |

The 0.22 acre area outlined in the Site Map graphic is part of two lots that are now used for public parking. The two proposed lots will have frontage on N. Wisconsin Street, even after any right-of-way vacation occurs. Proposed Lot 1 has 62.15 feet of frontage on N. Wisconsin Street and proposed Lot 2 has 24.5 feet of frontage on N. Wisconsin Street. The area is located inside the City's sewer service area. There are no environmentally sensitive areas on the property.

**STAFF REVIEW:**

When reviewing a Certified Survey Map, staff considers State Statutes 236, Section 46-8 of the De Pere Platting and Division of Land Code, the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns.

The Certified Survey Map meets the criteria of State Statutes 236 and Section 46-8 of the De Pere Platting and Division of Land Code. Creating two lots for a proposed commercial expansion and a drive lane with sidewalk does not impact the Comprehensive Plan negatively. The site is inside of the sewer service area. The proposed lot size, street frontage, and setback meet acceptable City requirements.

**REVIEW PROCESS:**

For City Certified Survey Map petitions, the Plan Commission either approves, rejects, or approves the map with conditions. The Certified Survey Map must also be approved by the Common Council due to the parcel being City owned. The anticipated Common Council review date is August 15, 2017.

**STAFF RECOMMENDATION:**

Staff recommends APPROVAL of the Certified Survey Map and forwarding the map to the Common Council for final approval, subject to:

1. Meeting all other state regulations, local regulations, and suggested revisions from Brown County Property Listing.
2. All vacated right-of-way areas in the alley will remain as utility easements.
3. All vacated right-of-way areas in Wisconsin Street will not remain as utility easements.

|                                                                                   |                                                                                                          |                           |
|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|---------------------------|
|  | <p align="center"><b>CITY OF DE PERE</b></p> <p align="center"><b>APPLICATION FOR<br/>CSM REVIEW</b></p> | Fee: <del>\$ 368.00</del> |
|                                                                                   |                                                                                                          | Receipt #: None           |
|                                                                                   |                                                                                                          | Date: 31 May 2017         |

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

**SECTION 1: Applicant / Permittee Information**

|                                                          |                                                   |                                              |                   |
|----------------------------------------------------------|---------------------------------------------------|----------------------------------------------|-------------------|
| Applicant Name (Ind., Org. or Entity)<br>City of De Pere | Authorized Representative<br>Peter Schlein        | Title<br>City Planner                        |                   |
| Mailing Address<br>335 S. Broadway Street                | City<br>De Pere                                   | State<br>WI                                  | ZIP Code<br>54115 |
| Email Address<br>pschleinz@mail.de-dere.org              | Phone Number (incl. area code)<br>920.339.4043 x2 | Fax Number (incl. area code)<br>920.330.9491 |                   |

**SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)**

|                                               |                                                   |                                              |                   |
|-----------------------------------------------|---------------------------------------------------|----------------------------------------------|-------------------|
| Name (Ind. Org. or Entity)<br>City of De Pere | Contact Person<br>Peter Schlein                   | Title<br>City Planner                        |                   |
| Mailing Address<br>335 S. Broadway Street     | City<br>De Pere                                   | State<br>WI                                  | ZIP Code<br>54115 |
| Email Address<br>pschleinz@mail.de-pere.org   | Phone Number (incl. area code)<br>920.339.4043 x2 | Fax Number (incl. area code)<br>920.330.9491 |                   |

**SECTION 3: Project or Site Location**

|                                                                                                                  |                      |
|------------------------------------------------------------------------------------------------------------------|----------------------|
| Project Address/Description<br>300 BLK N. Wisconsin / Two Lot land division with vacated street and alley added. | Parcel No.<br>ED-881 |
|------------------------------------------------------------------------------------------------------------------|----------------------|

**SECTION 4: CSM Information**

|                        |                                                                                       |
|------------------------|---------------------------------------------------------------------------------------|
| Existing Zoning:       | B-1, General Business District                                                        |
| Present Use of Parcel: | Parking lot                                                                           |
| Proposed Use of Lots:  | Lot 1 = Building addition for grocery store (Lot 1), Lot 2 = Drive lane and sidewalk. |

Please submit 1 hard copy and 1 PDF copy of the CSM if the property is located within the City or if the property is located within the extraterritorial jurisdiction.

**SECTION 5: Certification and Permission**

**Certification:** I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

**Permission:** I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

|                                                                                                               |                       |                                 |
|---------------------------------------------------------------------------------------------------------------|-----------------------|---------------------------------|
| Name of Owner/Authorized Representative (please print)<br>City of De Pere / Peter Schlein                     | Title<br>City Planner | Phone Number<br>920.339.4043 x2 |
| Signature of Applicant<br> |                       | Date Signed<br>31 May 2017      |

**TO BE COMPLETED BY CITY STAFF**

|                                                                  |                                                                                       |
|------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| CSM Review authorized by the De Pere Municipal Code, Chapter 46. |  |
|------------------------------------------------------------------|---------------------------------------------------------------------------------------|

ALL OF LOT 2, VOLUME 17 OF CERTIFIED SURVEY MAPS, PAGE 161, MAP NUMBER 3830. DOCUMENT NUMBER 1106081, BEING PART OF LOT 10 AND 11, BLOCK 23, PART OF VACATED ALLEY AND VACATED WISCONSIN STREET, ALL BEING IN THE ORIGINAL PLAT OF DE PERE, PRIVATE CLAIM 32, EAST SIDE OF FOX RIVER, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

## LEGEND

|                                                                                     |                             |
|-------------------------------------------------------------------------------------|-----------------------------|
|  | EX. MAG NAIL IN PAVEMENT    |
|  | SET MAG NAIL IN PAVEMENT    |
|  | SET CROSS IN CONCRETE       |
|  | RECORDED COUNTY MONUMENT    |
|  | 4" SQ. CONCRETE MONUMENT    |
|  | EXISTING IRON PIPE, 1" DIA. |



File: R:\0400\0404\0404422\DWG\0404422CSM.DWG

Packet Pg. 28

# CERTIFIED SURVEY MAP

## SURVEYOR'S CERTIFICATE:

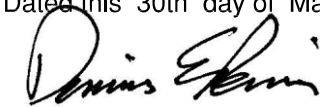
I, Dennis E. Reim, Professional Land Surveyor, do hereby certify that by the order and under the direction of Peter Schlein, City Planner, City of De Pere, I have surveyed, divided, dedicated and mapped a parcel of land being all of Lot 2, Volume 17 of Certified Survey Maps, Page 161, Map Number 3830, Document Number 1106081, being part of Lot 10 and 11, Block 23, part of Vacated Alley, Document Number !????, part of Vacated Wisconsin Street, Document Number 1????, all being in the Original Plat of De Pere, Private Claim 32, East Side of Fox River, City of De Pere, Brown County, Wisconsin described as follows:

Commencing at a Meander Corner on the north line of Private Claim 32, East Side of Fox River;  
thence S63°36'39"E, 788.53 feet on said north line to the east right of way of Wisconsin Street;  
thence S00°37'21"W, 87.55 feet on said east right of way to the northwest corner of said Lot 2, the Point of Beginning;  
thence S89°42'55"E, 120.20 feet to the northeast corner of said Lot 2;  
thence S00°40'00"W, 24.50 feet on the east line of said Lot 2;  
thence S89°42'55"E, 7.00 feet to the centerline of vacated alley;  
thence S00°40'00"W, 48.68 feet on the centerline of vacated alley to the easterly extension of the south line of said Lot 2;  
thence N89°30'03"W, 141.14 feet on said south line extended westerly to the west line of vacated Wisconsin Street;  
thence N00°37'21"E, 48.15 feet on said west line to the north line of vacated Wisconsin Street;  
thence S89°42'55"E, 14.00 feet on said north line to the east right of way of Wisconsin Street;  
thence N00°37'21"E, 24.50 feet on said east right of way to the Point of Beginning.

Said parcel contains 9,779 square feet or 0.22 acres of land more or less.

That the within map is a true and correct representation of the exterior boundaries of the land surveyed and the division of it and that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and with Chapter 14 of the General Ordinances of the City of De Pere in the surveying, dividing and mapping of the same.

Dated this 30th day of May, 2017.



Dennis E. Reim PLS # 1590  
ROBERT E. LEE & ASSOCIATES, INC.



## RESTRICTIVE COVENANTS

- 1. The land on all lot lines of all lots shall be graded by the subdivider and maintained by the abutting property owners to provide for the adequate drainage of surface water.
- 2. Owners of all lots shall grade areas abutting streets to conform to the established sidewalk grade elevation and shall maintain the grade elevation for future sidewalks.
- 3. The land in the rear and the sides of all lots shall not be graded in such a manner as to interfere with the drainage of storm water.



CERTIFIED SURVEY MAP

OWNER'S CERTIFICATE

As Owner's, we hereby certify that we caused the land described on this plat to be surveyed, divided, and mapped as represented on the plat. We also certify that this plat is required by S-236.10 or S236.12 to be submitted to the following for approval or objection: CITY OF DE PERE

CITY OF DEPERE  
A MUNICIPAL CORPORATION

MICHAEL WALSH, MAYOR DATE

ATTEST:  
SHANA D. LEDVINA  
CLERK-TREASURER

STATE OF WISCONSIN)  
BROWN COUNTY) SS

Personally came before me this day of , 2017 the above named Michael Walsh, Mayor and Shana D. Ledvina, Clerk-Treasurer, of the City of De Pere, Wisconsin to me known to be the same person's who executed the foregoing instrument and acknowledged the same.

Notary Public, , State of .  
My commission expires

CITY BOARD APPROVAL CERTIFICATE

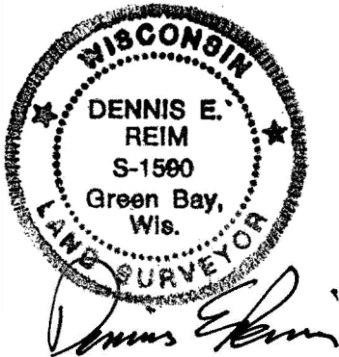
Approved by the City of De Pere this day of , 2017.

Shana D. Ledvina, Clerk-City of De Pere

TREASURER'S CERTIFICATE

As duly appointed City of De Pere Treasurer, I hereby certify that the records in my office show no unpaid tax sales and no unpaid or special assessments affecting any of the lands included in this plat, as of the date listed below.

Shana D. Ledvina, Treasurer-City of De Pere



Office of the Register of Deeds  
Brown County, Wisconsin

Received for Record, 20

at o'clock M and recorded as

Document # in

Volume of on Page

Cheryl Burkin, Register of Deeds



ROBERT E. LEE & ASSOCIATES, INC.  
ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES  
1250 CENTENNIAL CENTRE BOULEVARD  
HOBART, WI 54155 PHONE:(920) 662-9641  
INTERNET: WWW.RELEEINC.COM FAX:(920) 662-9141

## City of De Pere, Wisconsin

**Request For Common Council Action**

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|                      |                                                                                                                                                       |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>MEETING DATE:</b> | <b>August 15, 2017</b>                                                                                                                                |
| <b>DEPARTMENT:</b>   | <b>Public Works</b>                                                                                                                                   |
| <b>FROM:</b>         | <b>Eric Rakers</b>                                                                                                                                    |
| <b>SUBJECT:</b>      | <b>Recommendation from the Board of Public Works to Approve the Full Closure for Main Avenue &amp; Lawrence Drive Roundabout During Construction.</b> |

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**The Board of Public Works at the August 7, 2017 meeting, approved the full closure for Main Avenue and Lawrence Drive intersection during the construction of the roundabout.**

The City of De Pere is proposing the construction of a multi-lane roundabout at the intersection of Main Avenue and Lawrence Drive in 2018. This intersection currently consists of Main Avenue running east and west, Lawrence Drive to the south, and several private driveways on the north, at or in the intersection. Main Avenue is an urban arterial street with an average daily traffic (ADT) of approximately 18,000. Lawrence Drive is collector with approximately 6,800 ADT.

An initial design for the roundabout was created in 2015 and 2016 to verify that a roundabout was viable at this location as well as obtain preliminary approval from the Wisconsin Department of Transportation. In addition to this, construction estimates were generated for the roundabout based on a full closure of the intersection during construction and a partial closure with a lane of traffic being maintained for eastbound traffic through construction. Westbound traffic would be detoured. The estimate for a full closure is \$2,100,000. The estimate for a partial closure is \$2,500,000.

The Engineering Department received proposal for design and construction services for the Main and Lawrence roundabout earlier this year. The project was awarded to JT Engineering. Engineering fees were included for the design and construction of a full closure and a partial closure. The cost for a full closure is \$221,600 and a partial closure is \$264,400.

City staff held a public information meeting on June 6<sup>th</sup> to gather input from property owners in the area on a full versus partial closure of the intersection during construction. The meeting was live streamed and recorded for future viewing. From that meeting and letters received, six parties prefer a full closure and two parties (both representing Festival Foods) prefer a partial closure. Staff also met individually with Festival Foods representatives in order to explain the closure options and answer questions. A copy of the presentation, survey summary, and responses is included.

The initial design of the roundabout had an estimate of 12 weeks (84 days) for full closure of the intersection to construct the center of the roundabout. Based on the design being completed, the full closure time frame has been reduced to 60 days. Under either full or partial closure, construction will likely commence in March or April and continue through a majority of the construction season while one lane of traffic is maintained in each direction.

Staff is recommending a full closure of the roundabout based on the following:

- Significant reduction in design and construction costs (\$442,800 in savings). The TID plan is tight on funding for the proposed roundabout. The cost savings is important to the overall TID.
- The majority of responses received are in favor of a full closure.
- The full closure time will be reduced to 60 days and can be scheduled over the summer in order to minimize the impact to Festival Foods.

**ATTACHMENTS:**

- Main Lawrence Roundabout Presentation 6-7-17 (PDF)
- Main Lawrence Closure Survey Results (PDF)
- Main Lawrence Roundabout FestFoods Letter (PDF)



**Main Ave & Lawrence Drive  
Roundabout Informational Meeting  
June 7, 2017  
3:00PM – 4:00PM**



# AGENDA

1. Project Overview and History
2. Preliminary Design
3. Funding and Tax Increment Financing District
4. Construction Phasing Options
5. Next Steps



## PROJECT OVERVIEW & HISTORY

### 2011 Traffic Analysis Memo from TADI

#### Primary Findings

1. The southbound McDonald's driveway, which exists opposite Lawrence Drive, currently operates with egress movements at undesirable LOS E conditions during the weekday morning peak hour.
2. The westbound left-turn queue at Lawrence Drive and eastbound left-turn queue at Tenth Street currently fill available turn storage and are expected to spillback beyond available storage in the next two to three years. When this occurs, eastbound/westbound through traffic will experience restricted flow and increase rear-end and sideswipe crash exposure to traffic on Main Avenue.
3. Without modifications at the Main Avenue intersection Lawrence Drive, eastbound traffic waiting at the Lawrence Drive intersection is expected to queue back into the roundabout at the USH 41 northbound ramps in approximately Year 2020. Westbound traffic waiting at the Lawrence Drive intersection is expected to queue back into Tenth Street signalized intersection in approximately the same year.

## PROJECT OVERVIEW & HISTORY

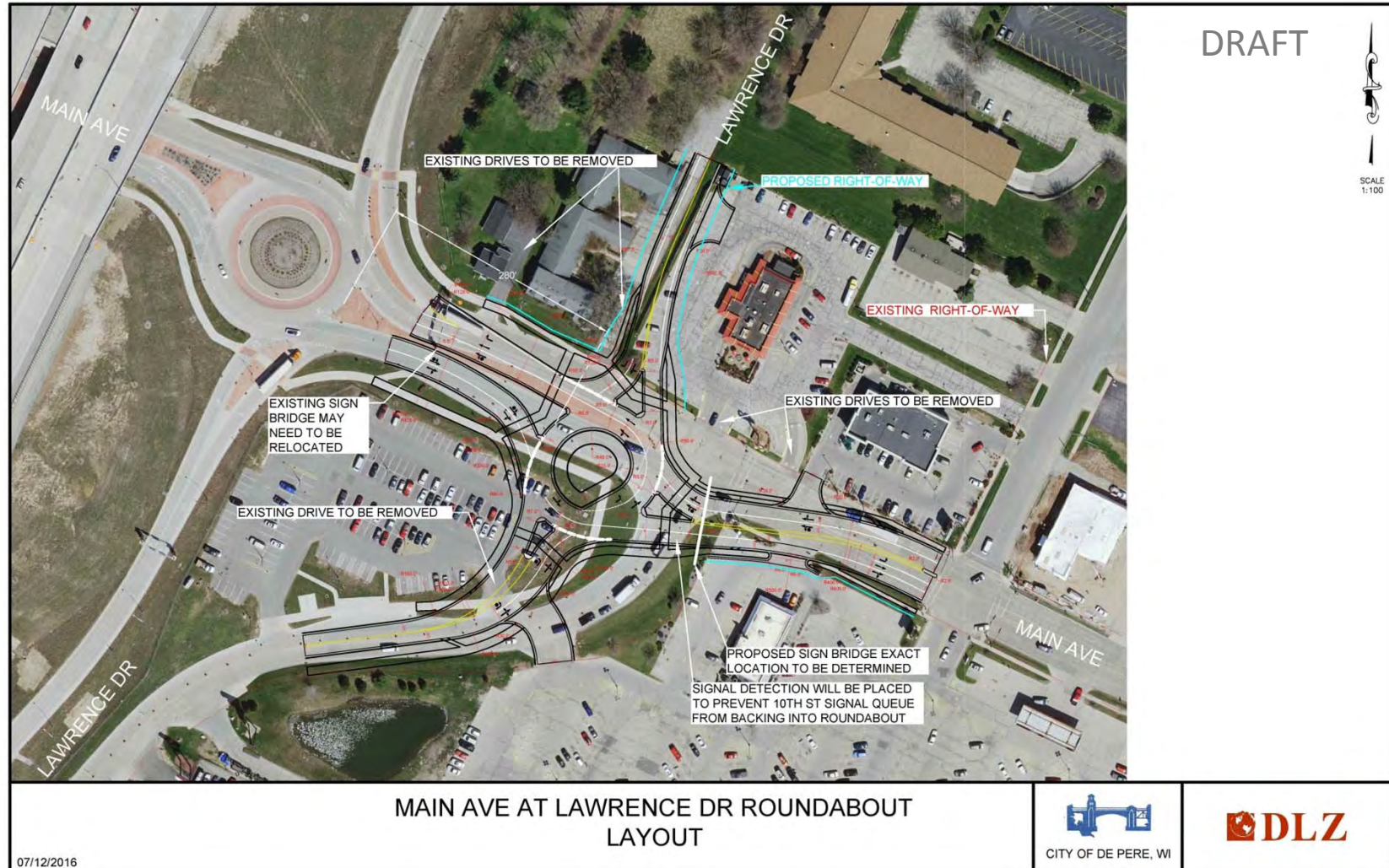


City of De Pere

*Main & Lawrence Roundabout Meeting*

Attachment: Main Lawrence Roundabout Presentation 6-7-17 (6121 : Recommendation from BOPW Full

# PRELIMINARY DESIGN



## Area Development Plan

Construction not scheduled,  
to be determined based on  
funding & development

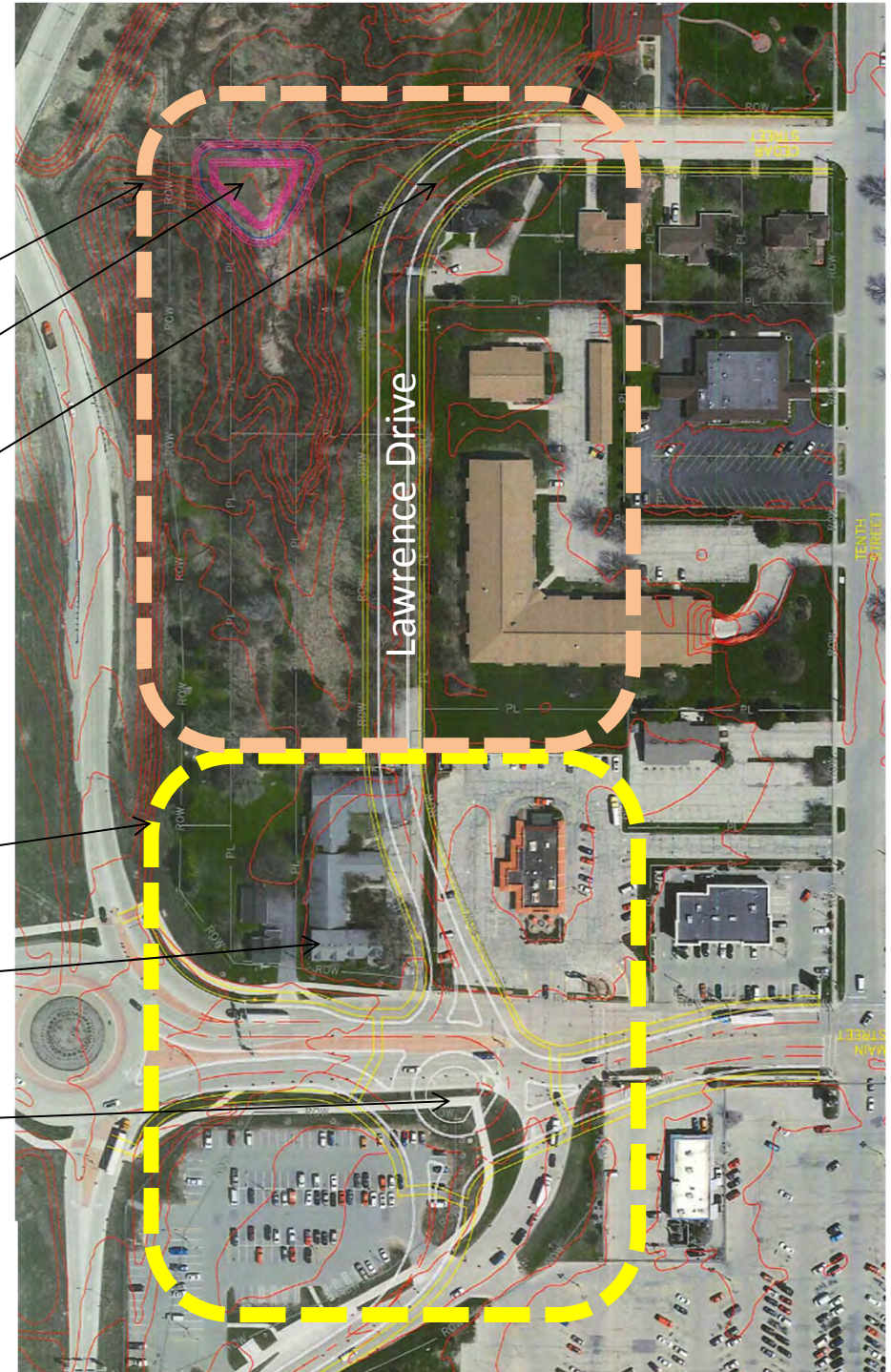
Regional Detention

Cedar St Connection

2018-2019 Construction

Proposed Retail

Roundabout





## FUNDING AND TID #13

Proposed TID #13 – Mixed Use TID

Increment used to fund project

Public Hearing – June 19

Council Review - July 18

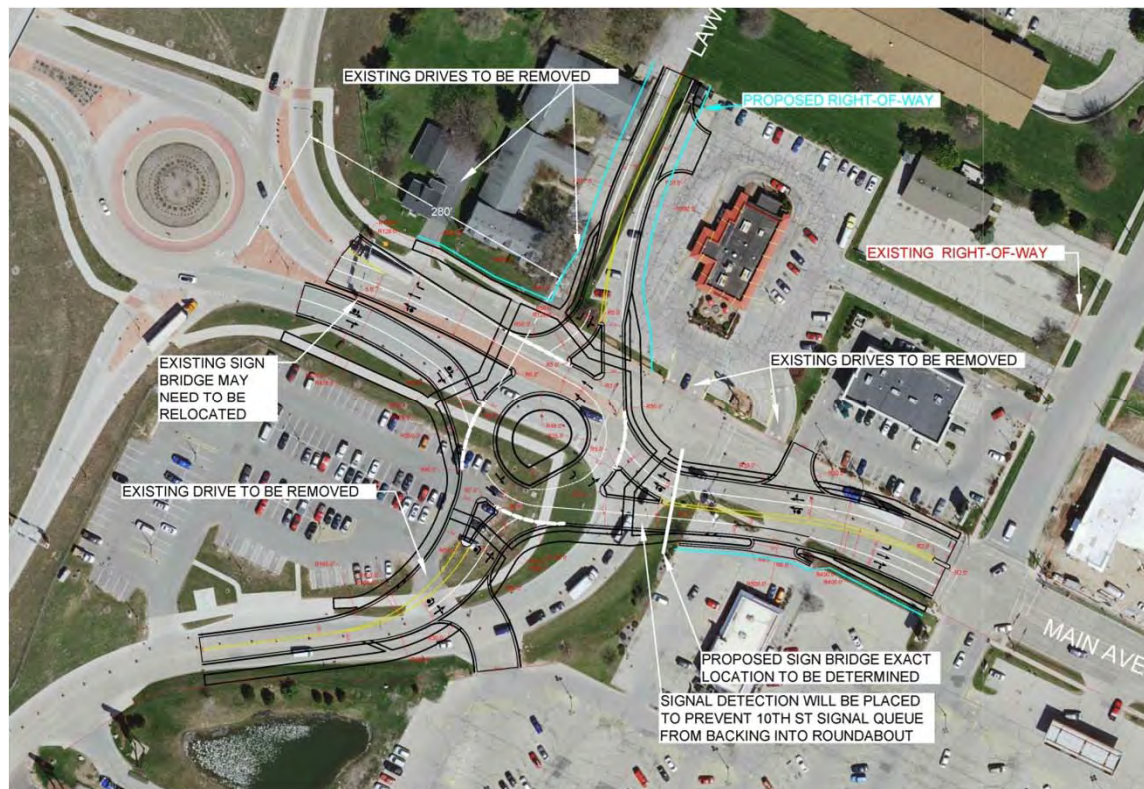
Joint Review Board - July 24 (est.)





## PRELIMINARY DESIGN

### Construction Phasing Options Full Closure and Partial Closure





## CONSTRUCTION PHASING OPTIONS

### Construction Option A - Full Closure

Full closure of Main/Lawrence Intersection

Estimated Hard Costs: \$2,100,000

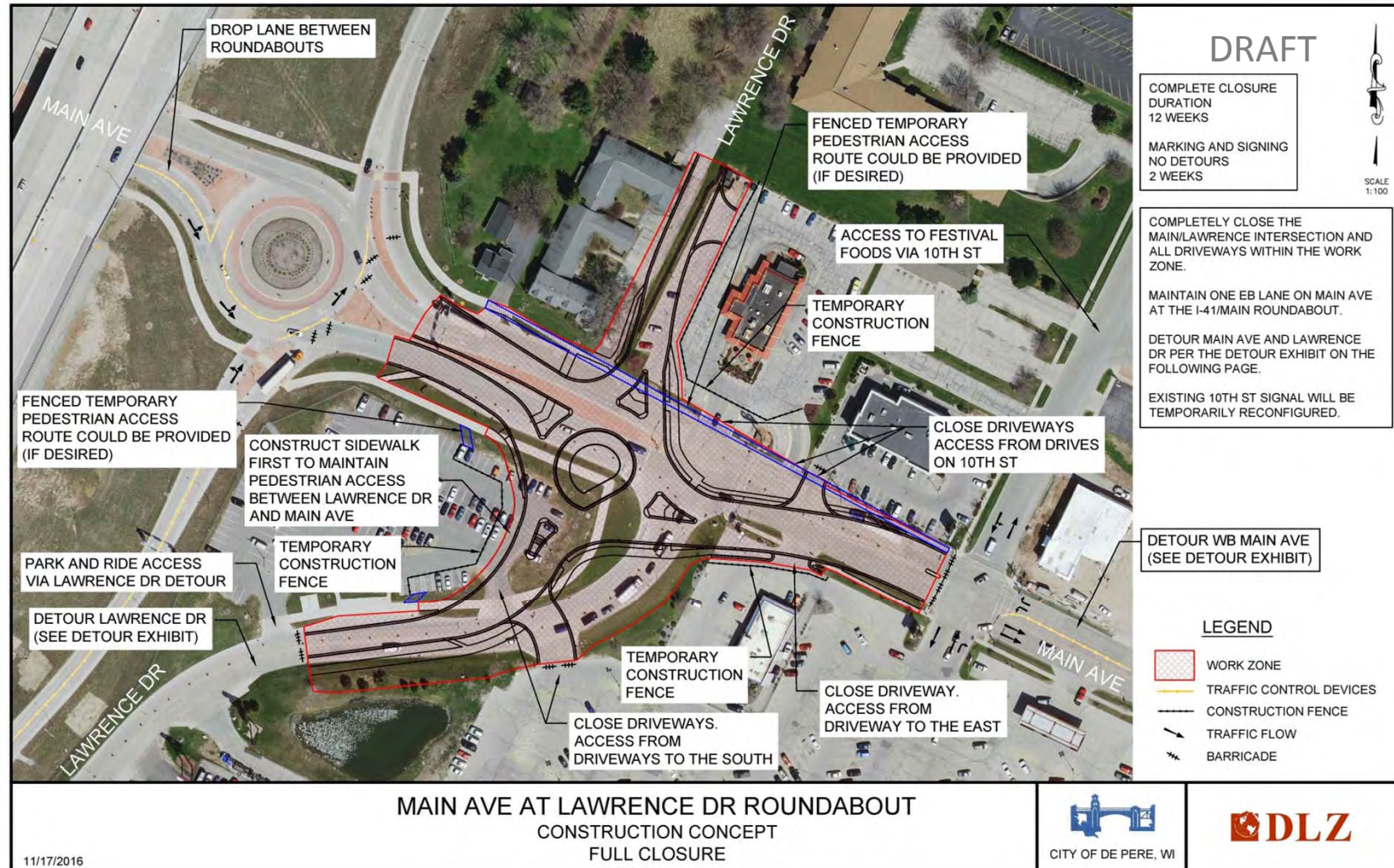
Construction Length April – August 2018:

- o Utility Construction
  - Likely 3 to 6 Weeks
- o Full Closure – 12 Weeks
- o Marking, Signing, Final Restoration – 2 Weeks

Estimated Start/Finish: April 2018 Through August 2018

Possible Detour Route: Main-Ninth-Grant-Mid Valley

# Full Closure Option





## CONSTRUCTION PHASING OPTIONS

### Construction Option B - Partial Closure

Partial closure of Main and Lawrence Intersection (no west bound traffic permitted)

Estimated Hard Costs: \$2,500,000

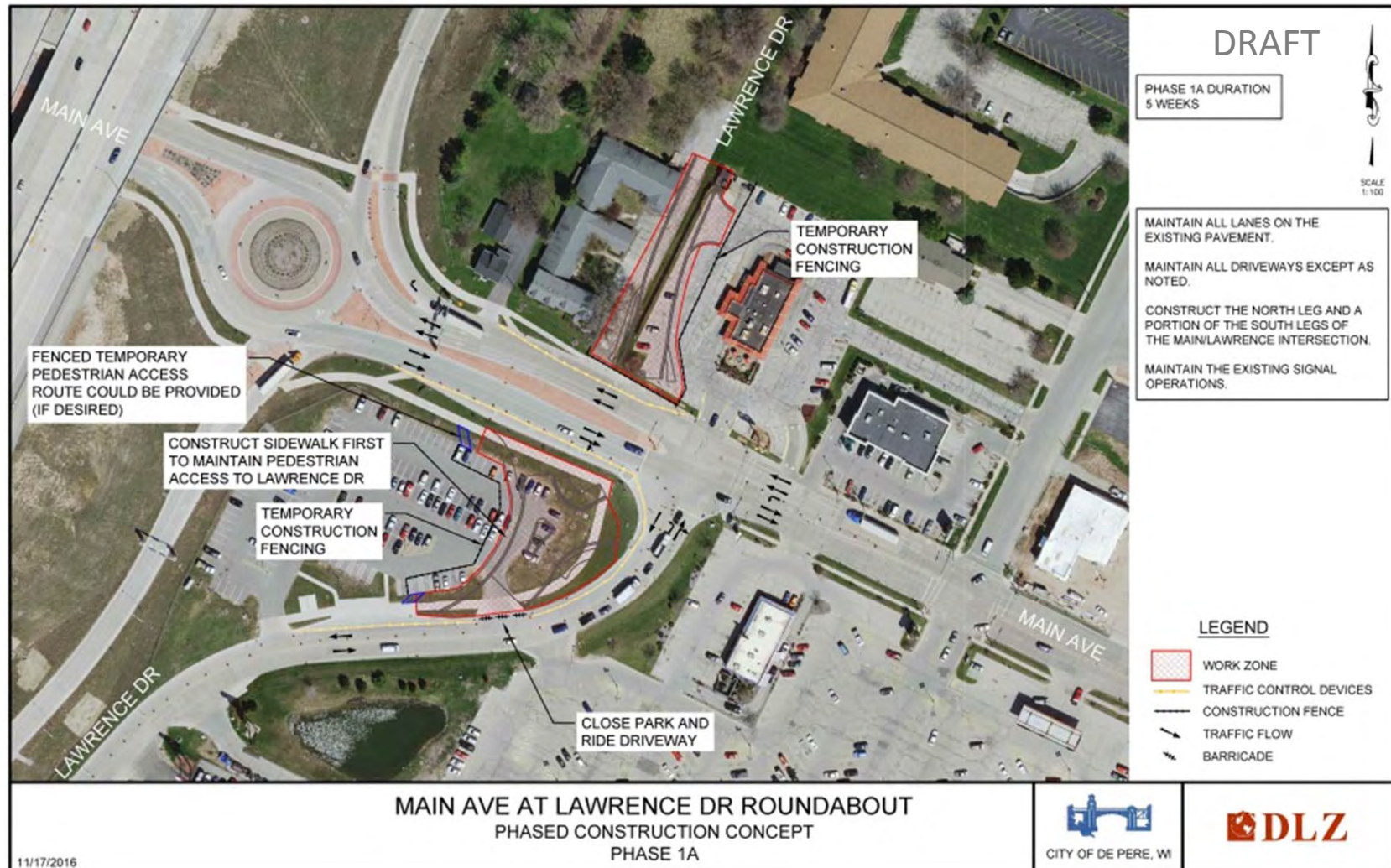
Construction Length:

- o Utility Construction
  - Likely 3 to 6 Weeks
- o Partial Closure – 20 Weeks
  - Several Traffic Shifts

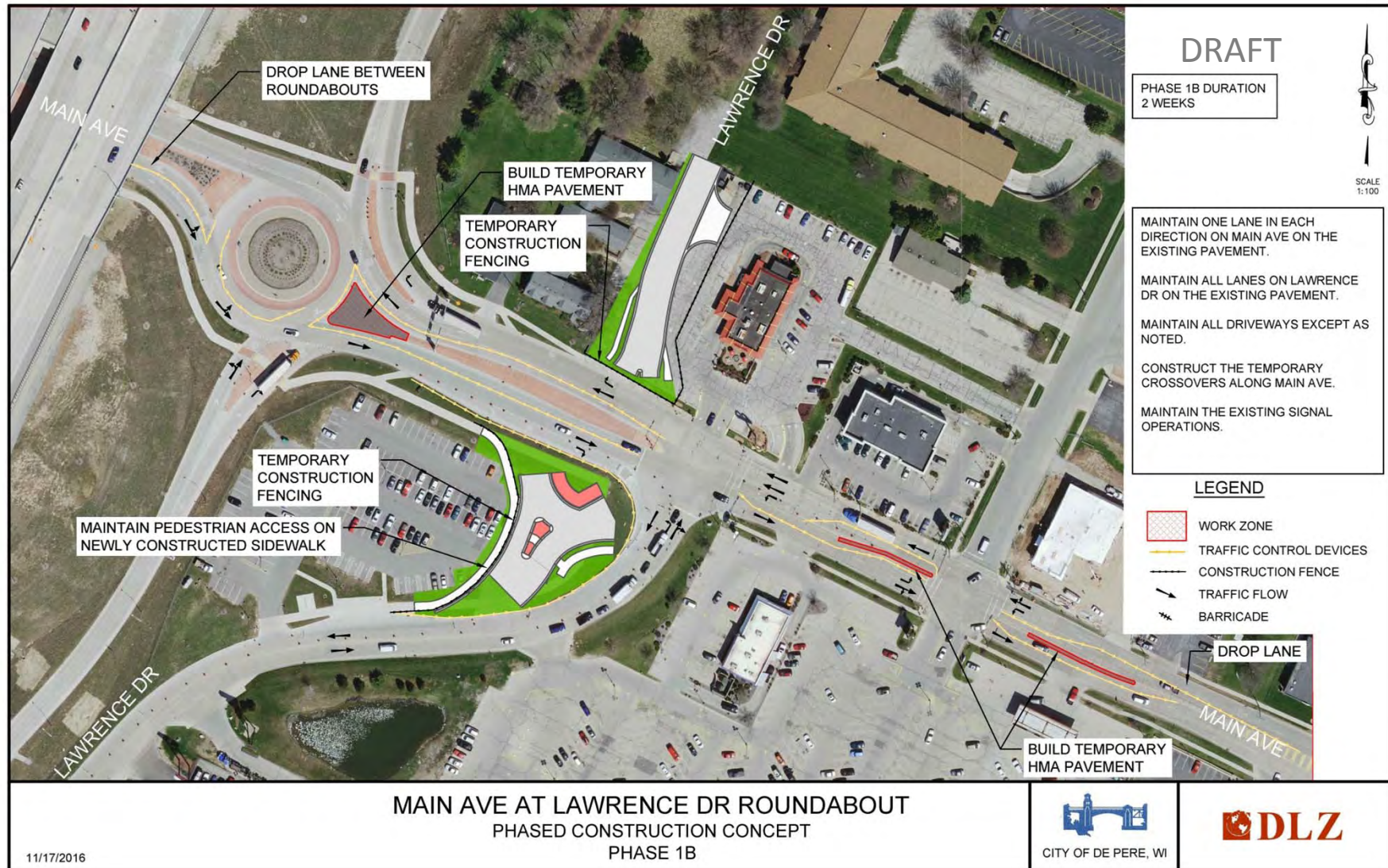
Estimated Start/Finish: April 2018 to Mid-October 2018

Possible Detour Route: Main-Ninth-Grant-Mid Valley

## Partial Closure Option



# Partial Closure Option



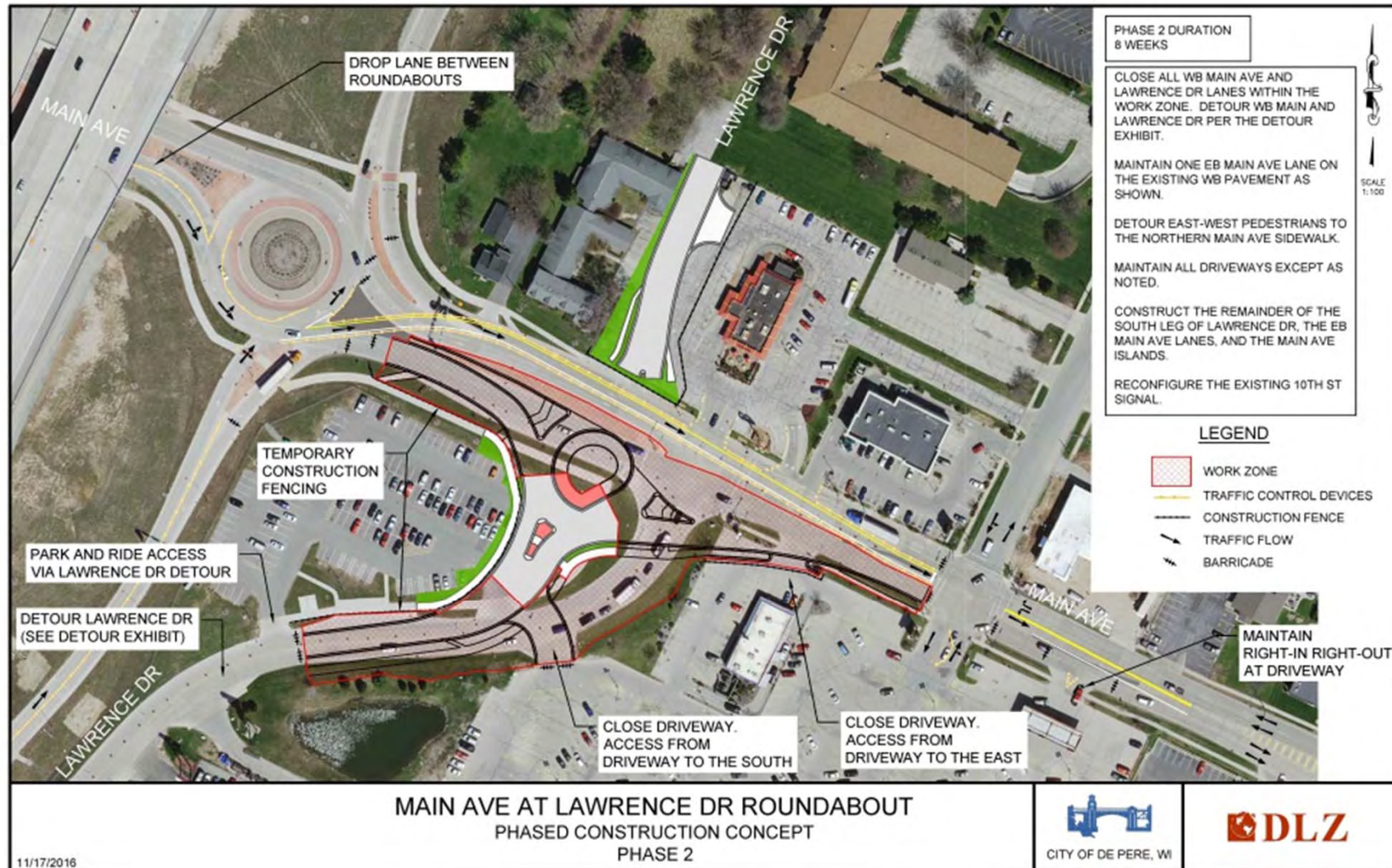
City of De Pere

Main & Lawrence Roundabout Meeting

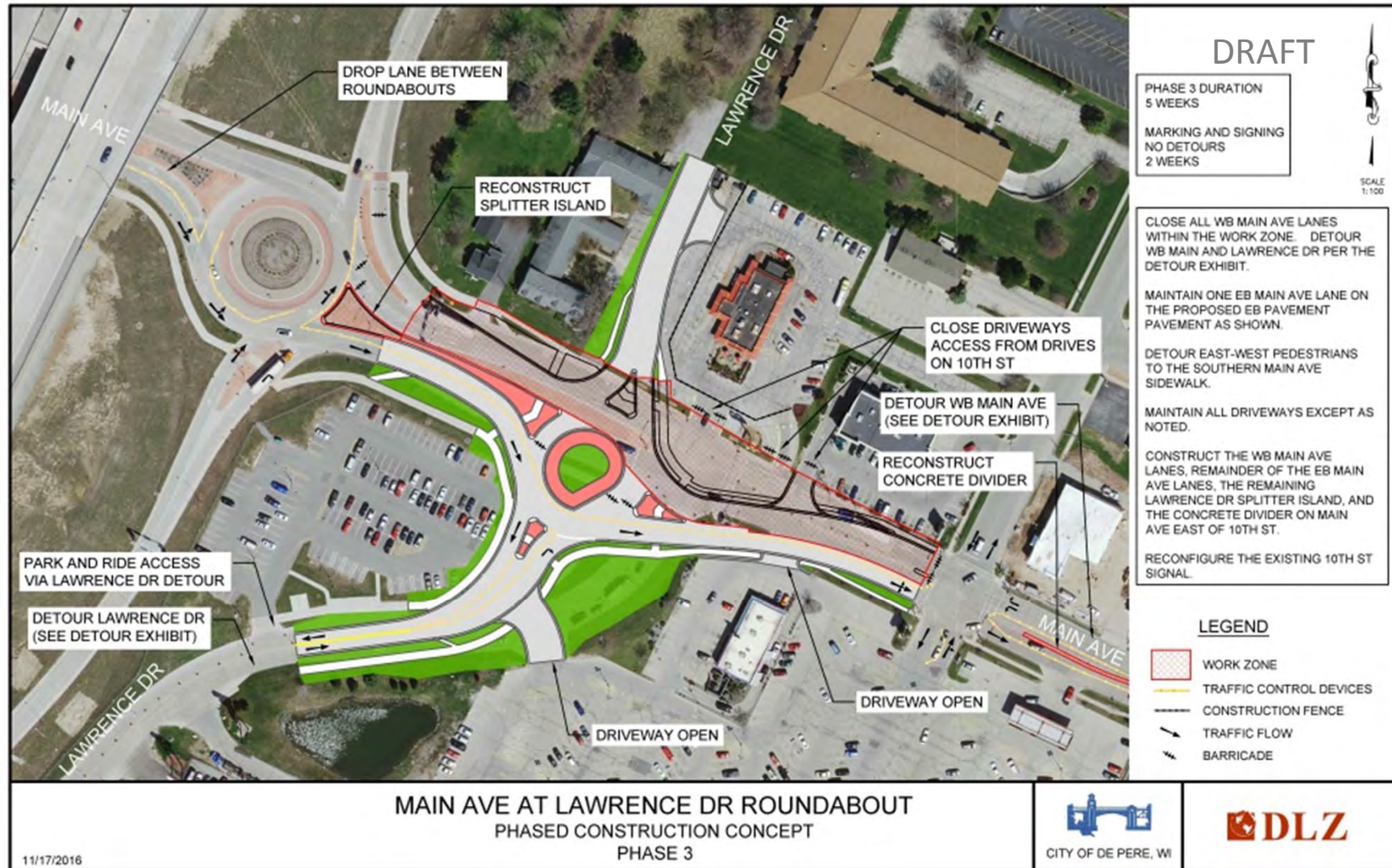
Attachment: Main Lawrence Roundabout Presentation 6-7-17 (6121 : Recommendation from BOPW Full



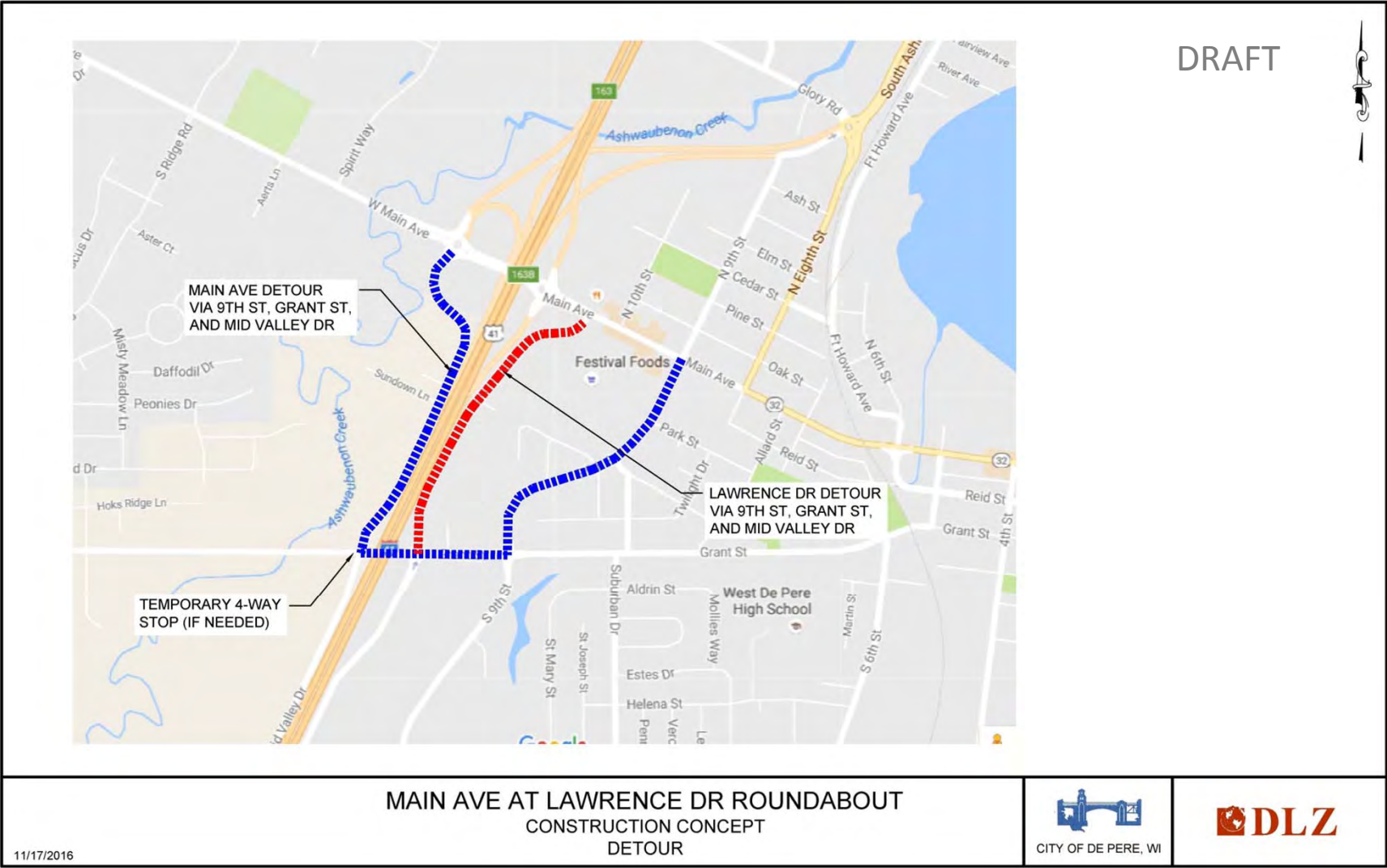
## Partial Closure Option



## Partial Closure Option



Detour





## CONSTRUCTION PHASING OPTIONS

### Construction Option A Full Closure

Main/Lawrence Intersection closed.

Estimate Hard Costs: \$2,100,000 for the Roundabout

Construction Length:

- o Utility Construction
  - Likely 3 to 6 Weeks
- o Full Closure – 12 Weeks
- o Marking, Signing, Final Restoration – 2 Weeks

Estimated Start/Finish: April Through August

Possible Detour Route: Main-Ninth-Grant-Mid Valley

### Construction Option B Partial Closure

Only eastbound movement permitted through intersection.

Estimated Hard Costs: \$2,500,000 for the Roundabout

Construction Length:

- o Utility Construction
  - Likely 3 to 6 Weeks
- o Partial Closure – 20 Weeks
  - Several Traffic Shifts

Estimated Start/Finish: April to Mid-October

Possible Detour Route: Main-Ninth-Grant-Mid Valley



## PHASING & TIMING

### City Preference Full Closure

- Cost Savings means potential capacity in TID to fund development project.
- Shorter construction schedule during summer months.
- No changes to traffic pattern during construction period (versus multiple phases of lane shifts during the partial closure).
- Better quality project (less likely to need repairs over time).



## NEXT STEPS

Feedback received on proposed options by **June 23, 2017.**

Email or mail form:

[Kflom@mail.de-pere.org](mailto:Kflom@mail.de-pere.org)

Economic Development & Planning  
De Pere City Hall  
335 S. Broadway  
De Pere, WI 54115

Proposed option to Board of Public Works: **Anticipated July 10**

Proposed option to Council: **Anticipated July 18**

## NEXT STEPS



Thank you.

Questions?

Prefer Full Closure

Tom and Kris Prevost – Burger King Operator

Tom Gamble - Lamers

Dan Shoemaker – JX – Peterbilt

Curt Van Erem – Resident

Garritt Badger – Property Owner - GB Realty

Todd Waller – Property Owner – Burger King

Prefer Partial Closure

Jon Wieser - Festival Foods Operator

Mark Schweighart – Property Owner – Festival Foods

**EMAILS****From:** Garritt R. Bader [mailto:GB@gb-re.com]**Sent:** Monday, June 12, 2017 9:41 AM**To:** Kimberly T. Flom**Subject:** Bellin Follow Up

Following up on our meetings last week, I realized that I never formally—as if you wouldn't have guessed already!—made my election to do a full roundabout closure. So in case you're officially tallying, here is my vote to do the full closure.

In addition, in that phone call that I mentioned I received from Todd Waller, he also said that both he and Burger King were in favor of full closure.

Have a great day,

GB

**Garritt R. Bader**

[GB Real Estate Investments, LLC](#)

T: (813) 500-0296

**From:** Jon Wieser [mailto:JWieser@festfoods.com]**Sent:** Tuesday, June 20, 2017 1:27 PM**To:** Kimberly T. Flom**Subject:** RE: Main and Lawrence Roundabout

Kim, thanks for taking the time to meet with the public regarding the roundabout on Main and Lawrence. I understand the importance of this intersection as the city develops that parcel of land. With that being said we would prefer to see the partial closure opposed to the full closure. We understand the extra costs and time but leaving it open for traffic east bound would still allow access through the intersection.

Thanks again for all the great information,

Jon Wieser | Store Director- De Pere | Skogen's Festival Foods | 1001 Main Ave., De Pere, WI 54115

(920) 562-3199 cell | (920) 336-6520 ext. 2130 | [jwieser@festfoods.com](mailto:jwieser@festfoods.com) | [www.festfoods.com](http://www.festfoods.com)

**From:** Krisprevost [mailto:krisprevost@sbcglobal.net]  
**Sent:** Monday, June 19, 2017 2:20 PM  
**To:** Kimberly T. Flom  
**Subject:** Re: Main and Lawrence Roundabout

Hello Kim,

We would like full closure.

Thanks

Kris Prevost

Burger King

**From:** Van Erem, Curtis - DOT [mailto:Curtis.VanErem@dot.wi.gov]  
**Sent:** Friday, June 16, 2017 12:36 PM  
**To:** Kimberly T. Flom  
**Subject:** RE: Main and Lawrence Roundabout

From a resident, I would close it to save time and money. From a DOT employee viewpoint, I would do what works best for you and the citizens.

**From:** Jim Gamble (WDP-MGR) [mailto:jimg@golamers.com]  
**Sent:** Friday, June 16, 2017 11:38 AM  
**To:** Kimberly T. Flom  
**Cc:** Copy Mail  
**Subject:** RE: Main and Lawrence Roundabout

Hi Kim,

Thank you for including Lamers in your planning .

From our perspective both as a user and a taxpayer we believe the full closure is the best option. Limiting the down time is important and there is reasonable detour alternatives. We also think the saving of dollars which can be used elsewhere is a good, fiscally responsible thing to do.

Jim Gamble | West De Pere Terminal Manager

Lamers Bus Lines, Inc. | 920.336.0565, ext. 10610 | 1.800.236.1240, Ext. 10610

[jimg@GoLamers.com](mailto:jimg@GoLamers.com) | [GoLamers.com](http://GoLamers.com)

**From:** Mark Schweighart [mailto:mark@thequantumcompanies.net]

**Sent:** Friday, June 02, 2017 4:00 PM

**To:** Kimberly T. Flom

**Cc:** Matt Schweighart; vaughncook@royalvistaequine.com; Frank Abnet (FAbnet@festfoods.com)

**Subject:** Lawrence Avenue Roundabout Informational Meeting

Kim,

I received your letter regarding the informational meeting on June 7<sup>th</sup> for the above referenced project. This is the first time seeing one option to this project might include a full closure of the intersection. Please know that as landlord for the Festival Foods shopping center and property manager for the parcel to the east of our shopping center, we are totally against any consideration of a full intersection closure. During construction of the Main Ave expansion as a part of the HWY 41 upgrade Main Ave. was open throughout that project and if this roundabout project progresses we would expect access to be provided to all parcel owners. Please be sure to present our position to those in attendance. If you have any questions before then feel free to email or call me direct.

Sincerely,

Mark Schweighart

T&S Land Development

PO Box 1040

Edmond, OK 73083

405-330-0591 Office

405-590-1974 Mobile

[Mark@thequantumcompanies.net](mailto:Mark@thequantumcompanies.net)

Attachment: Main Lawrence Closure Survey Results (6121 : Recommendation from BOPW Full Construction Closure for Main Ave & Lawrence



1724 Lawrence Drive

• De Pere, WI 54115

• 920-964-3400

June 26, 2017

City of De Pere  
 Ms. Kimberly T. Flom  
 Economic Development and Planning Director  
 335 South Broadway  
 De Pere, Wisconsin 54115

Re: Main Avenue/Lawrence Drive Roundabout

Dear Ms. Flom,

I write to you in connection with the proposed construction of a roundabout at Main Avenue and Lawrence Drive. As I understand, there are two proposals for completing the work. The first would entail full closure of the intersection (Option A) and the second would require only partial closure of the intersection (Option B). Please note that Festival Foods objects, in the strongest possible terms, to a full closure of the intersection for any length of time, and respectfully requests that the construction of the roundabout be completed in such a fashion as to allow for continuous partial use.

For the past 17 years, the Festival Foods store has been a fixture in the De Pere community, and in 2016 we reaffirmed our commitment to the City by constructing our corporate headquarters on Lawrence Drive. Festival Foods has always viewed its relationships with the communities in which it operates as partnerships, demonstrating that belief by supporting countless charitable and community endeavors, both large and small. Festival Foods is now asking the City of De Pere to reciprocate that same sense of partnership.

We at Festival Foods understand the need to construct the contemplated roundabout, but request that it be completed in a manner which minimizes the negative impact on guest access and store operations.

I would appreciate a chance to sit down and speak with you and the Mayor to discuss in more detail the concerns expressed in this letter. Please feel free to give me a call at (920) 964-9125 or send me an email at [bbauman@festfoods.com](mailto:bbauman@festfoods.com).

Sincerely,

Brian W. Bauman  
 Vice President & General Counsel

cc: Mayor Michael J. Walsh  
 Mark Schweighart (via e-mail)

**City of De Pere, Wisconsin****Request For Common Council Action**

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**MEETING DATE:** August 15, 2017

**DEPARTMENT:** Fire Department

**FROM:** Lea Taylor

**SUBJECT:** Recommendation from the Finance/Personnel Committee to accept the Proposed Eagle Scout Project for Fire Department Station #1.

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**ATTACHMENTS:**

- PROPOSED EAGLE SCOUT PROJECT (PDF)

# Memo



**To:** Honorable Mayor Michael Walsh  
Members of the Finance & Personnel Committee

**From:** Alan Matzke, Fire Chief *AM*

**Date:** August 2, 2017

**Re:** Consider Proposed Eagle Scout Project for Fire Dept. Station #1

---

Sam VanStraten, a Boy Scout from Troop 1038 in De Pere, approached the Fire Department for an Eagle Scout project. The Eagle Scout proposed project would take place at Fire Station #1, 400 Lewis Street. The proposed project would consist of landscape enhancements, improving the appearance of the bell monument located on the corner of S. Broadway and Lewis Streets and donating new signage for the front of the Apparatus Bay. All costs associated with this proposed project would be funded by the monies raised by Mr. VanStraten.

Mr. VanStraten will be presenting his proposal and available to answer any questions the Council may have.

Thank you for your consideration.

## City of De Pere, Wisconsin

**Request For Common Council Action**

---

**MEETING DATE:** August 15, 2017

**DEPARTMENT:** Police

**FROM:** Derek Beiderwieden

**SUBJECT:** Recommendation from Finance and Personnel Committee to Accept Donation to Police Department from Shopko Foundation and Kwik Trip Kares

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The police department is requesting acceptance of two recent donations as follows:

1. A donation from Kwik Trip Kares in the amount of \$1,000 to be encumbered for police equipment related to defense and arrest tactics training. This donation was solicited.
2. A donation from Shopko Foundation in the amount of \$1,000 to be placed in the police donation account and used for future police projects. This donation was not solicited.

The Finance and Personnel Committee recommends to the council to accept these donations on behalf of the City and police department. If you have any questions please contact me at your convenience.

## City of De Pere, Wisconsin

**Request For Common Council Action**

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**MEETING DATE:** August 15, 2017

**DEPARTMENT:** Police

**FROM:** Derek Beiderwieden

**SUBJECT:** Recommendation from Finance and Personnel Committee to Accept  
Pink Flamingo Donation to Police Department

---

The police department requested acceptance of a donation from the Pink Flamingo event. The Finance and Personnel Committee recommends accepting this donation.

This year's theme for the Pink Flamingo event was to honor military and first responders (Police and Fire). Proceeds from the sales of unique t-shirts were distributed to the three entities. The Pink Flamingo has graciously donated \$1,000 to the police department. The accepted donation will be placed in the police donations account.

Please accept this donation. Thank you for your consideration and if you should have any questions please contact me at your convenience.

**City of De Pere, Wisconsin****Request For Common Council Action**

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**MEETING DATE:** August 15, 2017

**DEPARTMENT:** City Attorney

**FROM:** Judith Schmidt-Lehman

**SUBJECT:** Resolution #17-63, Authorizing Relocation Order For  
Transportation Purposes (Main Avenue and Lawrence Drive).

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**ATTACHMENTS:**

- Reso17-63 (DOCX)
- Mayor-CC-Relocation Order Main-Lawrence8-15-17 (PDF)
- Depere Plat 170728- Final-Main Lawrence (PDF)

## RESOLUTION #17-63

AUTHORIZING RELOCATION ORDER FOR TRANSPORTATION PURPOSES  
(Main Avenue and Lawrence Drive)

WHEREAS, the City of De Pere has determined a need to improve vehicular transportation facilities along Lawrence Drive/Main Avenue Corridor in the City of De Pere; and

WHEREAS, the City has developed a roundabout transportation design for the Main Avenue and Lawrence Drive Intersection, including an extension of Lawrence Drive to the North of Main Avenue, and, in doing so, determined the need to acquire additional right-of-way from four (4) parcels; and

WHEREAS, the Transportation Project Plat, attached and incorporated as Exhibit A, shows the new location of right-of-way and the land and interests required in order to complete the required Lawrence Drive/Main Avenue vehicular transportation roundabout facilities.

NOW THEREFORE BE IT HEREBY RESOLVED BY THE COMMON COUNCIL OF THE CITY OF DE PERE THAT:

1. This Resolution is a Relocation Order, in accordance with Wis. Stats. §32.05(1)(a), relating to the acquisition of right-of-way for public transportation purposes;
2. It is necessary, in the furtherance of the above-stated transportation purposes, for the City of De Pere to acquire fee title or highway easements as the case may be to or in the real estate listed on the Transportation Project Plat (Exhibit A);
3. The City of De Pere will acquire, by condemnation, in accordance with Chapter 32, Wisconsin Statutes, if necessary, such interest in the above-described real estate from the record owners as identified on Exhibit A and from any and all other person or entities who may have an interest in said real estate.
4. All City officials, employees and agents are further authorized and directed to take such steps as are lawful and necessary in furtherance thereof.
5. This Relocation Order was passed and adopted by the City of De Pere this 15<sup>th</sup> day of August, 2017.

APPROVED:

\_\_\_\_\_  
Michael J. Walsh, Mayor

ATTEST:

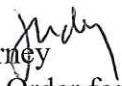
\_\_\_\_\_  
Shana D. Ledvina, Clerk-Treasurer

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

## CITY OF DE PERE

## MEMO

To: Michael J. Walsh, Mayor  
Members of the Common Council  
From: Judith Schmidt-Lehman, City Attorney   
RE: Resolution Authorizing Relocation Order for Main Avenue/Lawrence Drive  
Date: August 15, 2017

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As you know, the roundabout street improvements at the Main Avenue/Lawrence Drive intersection will require the acquisition of real property from four (4) different property owners. Previously the City has, and with this project will attempt to acquire all needed property interests through negotiation. However, in order to be prepared in case negotiations fall through, this Relocation Order will allow the City to be in the position to acquire the needed property through eminent domain, if necessary.

Upon approval of the Relocation Order and filing of the Plat with the Register of Deeds office, the City can then begin the process of receiving proposals for property appraisals, which will be used to begin the acquisition negotiation process. Once the appraisals are received, meetings with the affected property owners will begin. How long the acquisition process will take is dependent upon how successful we are at reaching a negotiated agreement.

If you have any questions regarding this process, please feel free to call me at 339-4042.

JSL:amz

H:\azills\Memos\2017\Mayor-CC-Relocation Order Main-Lawrence8-15-17.docx

CITY OF DE PERE ENGINEERING DIVISION  
TRANSPORTATION PROJECT PLAT TITLE SHEET  
PROJECT 18-04  
MAIN AND LAWRENCE ROUNDABOUT  
MAIN AVE (CTH G)  
BROWN COUNTY



CONVENTIONAL SYMBOLS

|                                                                       |       |                                                    |  |                                  |          |
|-----------------------------------------------------------------------|-------|----------------------------------------------------|--|----------------------------------|----------|
| SECTION LINE                                                          | ----- | SECTION                                            |  | R/W MONUMENT (TO BE SET)         | ●        |
| QUARTER LINE                                                          | ----- | CORNER                                             |  | NON-MONUMENTED R/W POINT         | ○        |
| SIXTEENTH LINE                                                        | ----- | NOTATION FOR COMBUSTABLE FLUIDS                    |  | FOUND IRON PIN (1" UNLESS NOTED) | IP       |
| NEW REFERENCE LINE                                                    | ----- |                                                    |  | VALVE (GAS, WATER, ETC.)         | ⊙ (TYPE) |
| NEW R/W LINE                                                          | ----- | NOTATION FOR HIGH VOLTAGE TRANSMISSION LINES       |  | SIGN                             |          |
| EXISTING R/W LINE                                                     | ----- |                                                    |  | OFF-PREMISE SIGN                 |          |
| PROPERTY LINE                                                         | ----- |                                                    |  |                                  |          |
| LOT, TIE & OTHER CORNER MONUMENTS                                     | ----- |                                                    |  |                                  |          |
| UNDERGROUND FACILITY (COMMUNICATIONS, ELECTRIC, ETC)                  | ----- | ELECTRIC POLE                                      |  | COMPENSABLE                      |          |
| FEE ACQUISITION AREA (HATCHING VARIES BY OWNER)                       | ----- | TELEPHONE POLE                                     |  | NON-COMPENSABLE                  |          |
| TEMPORARY LIMITED EASEMENT                                            | ----- | PEDESTAL (LABEL TYPE) (TV, TEL, ELEC, ETC.)        |  |                                  |          |
| EASEMENT AREA (HIGHWAY, PERMANENT LIMITED, OR RESTRICTED DEVELOPMENT) | ----- |                                                    |  |                                  |          |
| TRANSMISSION STRUCTURES                                               | ----- | ACCESS CONTROLLED BY ACQUISITION                   |  |                                  |          |
| BUILDING                                                              | ----- | NO ACCESS (BY STATUTORY AUTHORITY)                 |  |                                  |          |
| NATIONAL GEODETIC SURVEY MONUMENT                                     | ----- | ACCESS RESTRICTED (BY PREVIOUS PROJECT OR CONTROL) |  |                                  |          |
|                                                                       |       | NO ACCESS (NEW HIGHWAY)                            |  |                                  |          |
|                                                                       |       | BRIDGE                                             |  | PARCEL NUMBER                    |          |
|                                                                       |       |                                                    |  | UTILITY NUMBER                   |          |

CONVENTIONAL ABBREVIATIONS

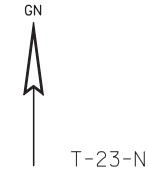
|                            |       |                            |        |
|----------------------------|-------|----------------------------|--------|
| ACCESS RIGHTS              | AR    | POINT OF COMPOUND CURVE    | PCC    |
| ACRES                      | AC    | POINT OF INTERSECTION      | PI     |
| AHEAD                      | AH    | PROPERTY LINE              | PL     |
| ALUMINUM                   | ALUM  | RECORDED AS                | (100') |
| AND OTHERS                 | ET AL | REFERENCE LINE             | R/L    |
| BACK                       | BK    | REMAINING                  | REM    |
| BLOCK                      | BLK   | RIGHT                      | RT     |
| CENTERLINE                 | C/L   | RIGHT OF WAY               | R/W    |
| CERTIFIED SURVEY MAP       | CSM   | SECTION                    | SEC    |
| CONCRETE                   | CONC  | SEPTIC VENT                | SEPV   |
| COUNTY                     | CO    | SQUARE FEET                | SF     |
| COUNTY TRUNK HIGHWAY       | CTH   | STATE TRUNK HIGHWAY        | STH    |
| DISTANCE                   | DIST  | STATION                    | STA    |
| CORNER                     | COR   | SUBDIVISION                | SUBD   |
| DOCUMENT NUMBER            | DOC   | TANGENT                    | TAN    |
| EASEMENT                   | EASE  | TELEPHONE PEDESTAL         | TP     |
| EXISTING                   | EX    | TEMPORARY LIMITED EASEMENT | TLE    |
| GAS VALVE                  | GV    |                            |        |
| GRID NORTH                 | GN    | TRANSPORTATION PROJECT     | TPP    |
| HIGHWAY EASEMENT           | HE    | PLAT                       |        |
| IDENTIFICATION             | ID    | UNITED STATES HIGHWAY      | USH    |
| LAND CONTRACT              | LC    | VOLUME                     | V      |
| LEFT                       | LT    |                            |        |
| MONUMENT                   | MON   |                            |        |
| NATIONAL GEODETIC SURVEY   | NGS   |                            |        |
| NUMBER                     | NO    |                            |        |
| OUTLOT                     | OL    |                            |        |
| PAGE                       | P     |                            |        |
| POINT OF TANGENCY          | PT    |                            |        |
| PERMANENT LIMITED EASEMENT | PLE   |                            |        |
| POINT OF BEGINNING         | POB   |                            |        |
| POINT OF CURVATURE         | PC    |                            |        |

CURVE DATA

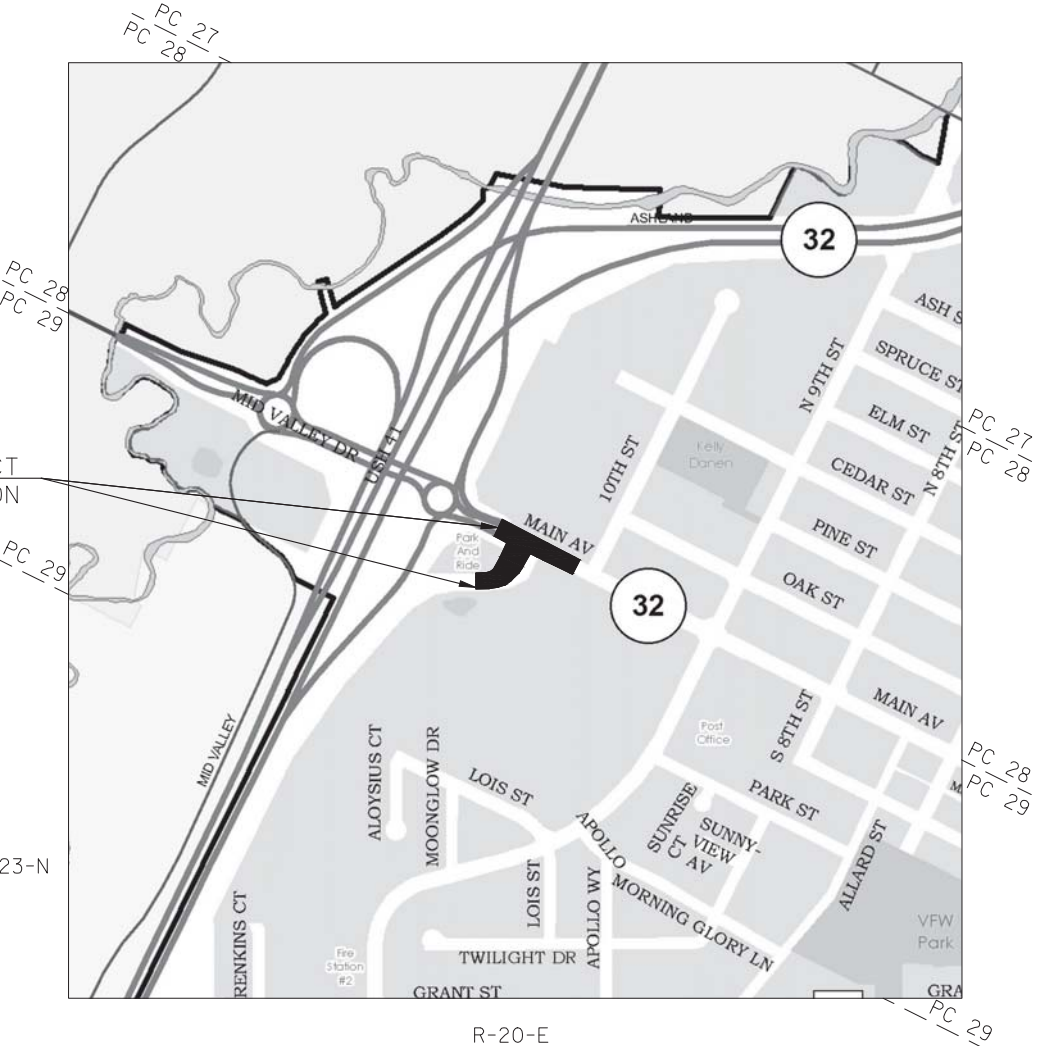
|                        |     |
|------------------------|-----|
| LONG CHORD             | LC  |
| LONG CHORD BEARING     | LCB |
| RADIUS                 | R   |
| DEGREE OF CURVE        | D   |
| CENTRAL ANGLE OR DELTA | Δ   |
| LENGTH OF CURVE        | L   |
| TANGENT                | T   |
| DIRECTION AHEAD        | DA  |
| DIRECTION BACK         | DB  |

CONVENTIONAL UTILITY SYMBOLS

|                    |       |
|--------------------|-------|
| WATER              | —W—   |
| GAS                | —G—   |
| TELEPHONE          | —T—   |
| OVERHEAD           | —OH—  |
| TRANSMISSION LINES | —E—   |
| ELECTRIC           | —TV—  |
| CABLE TELEVISION   | —FO—  |
| FIBER OPTIC        | —SAN— |
| SANITARY SEWER     | —SS—  |
| STORM SEWER        |       |



PROJECT LOCATION



R-20-E



THE NOTES, CONVENTIONAL SIGNS, AND ABBREVIATIONS ARE ASSOCIATED WITH EACH TRANSPORTATION PROJECT PLAT FOR PROJECT 18-04

NOTES:

POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM COORDINATES (WISCRS), BROWN COUNTY, NAD83 (2011) IN US SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

ALL NEW RIGHT-OF-WAY MONUMENTS WILL BE TYPE 2 (TYPICALLY 1" X 24" IRON PIPES, UNLESS OTHERWISE NOTED, AND WILL BE PLACED PRIOR TO THE COMPLETION OF THE PROJECT.

ALL RIGHT-OF-WAY LINES DEPICTED IN THE NON-ACQUISITION AREAS ARE INTENDED TO RE-ESTABLISH EXISTING RIGHT-OF-WAY LINES AS DETERMINED FROM PREVIOUS PROJECTS, OTHER RECORDED DOCUMENTS, OR FROM CENTERLINE OF EXISTING PAVEMENTS.

RIGHT-OF-WAY BOUNDARIES ARE DEFINED WITH COURSES OF THE PERIMETER OF THE HIGHWAY LANDS REFERENCED TO THE U.S. PUBLIC LAND SURVEY SYSTEM OR OTHER "SURVEYS" OF PUBLIC RECORD.

DIMENSIONING FOR THE NEW RIGHT-OF-WAY IS MEASURED ALONG AND PERPENDICULAR TO THE NEW REFERENCE LINES.

A TEMPORARY LIMITED EASEMENT (TLE) IS A RIGHT FOR CONSTRUCTION PURPOSES, AS DEFINED HEREIN, INCLUDING THE RIGHT TO OPERATE NECESSARY EQUIPMENT THEREON, THE RIGHT OF INGRESS AND EGRESS, AS LONG AS REQUIRED FOR SUCH PUBLIC PURPOSE, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE. ALL (TLEs) ON THIS PLAT EXPIRE AT THE COMPLETION OF THE CONSTRUCTION PROJECT FOR WHICH THIS INSTRUMENT IS GIVEN.

A PERMANENT LIMITED EASEMENT (PLE) IS A RIGHT FOR CONSTRUCTION AND MAINTENANCE PURPOSES, AS DEFINED HEREIN, INCLUDING THE RIGHT TO OPERATE NECESSARY EQUIPMENT THEREON AND THE RIGHT OF INGRESS AND EGRESS, AS LONG AS REQUIRED FOR SUCH PUBLIC PURPOSE, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE, BUT WITHOUT PREJUDICE TO THE OWNER'S RIGHTS TO MAKE OR CONSTRUCT IMPROVEMENTS ON SAID LANDS OR TO FLATTEN THE SLOPES, PROVIDING SAID ACTIVITIES WILL NOT IMPAIR OR OTHERWISE ADVERSELY AFFECT THE HIGHWAY FACILITIES.

A HIGHWAY EASEMENT (HE) IS AN EASEMENT FOR HIGHWAY PURPOSES, AS LONG AS SO USED, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE.

PROPERTY LINES SHOWN ON THIS PLAT ARE DRAWN FROM DATA DERIVED FROM MAPS AND DOCUMENTS OF PUBLIC RECORD AND/OR EXISTING OCCUPATIONAL LINES. THIS PLAT MAY NOT BE A TRUE REPRESENTATION OF EXISTING PROPERTY LINES, EXCLUDING RIGHT-OF-WAY, AND SHOULD NOT BE USED AS A SUBSTITUTE FOR AN ACCURATE FIELD SURVEY.

FOR THE LATEST ACCESS/DRIVEWAY INFORMATION, CONTACT THE PLANNING UNIT OF THE WISCONSIN DEPARTMENT OF TRANSPORTATION OFFICE IN GREEN BAY.

PARCEL IDENTIFICATION NUMBERS MAY NOT POINT TO ALL AREAS OF ACQUISITION, AS NOTED ON THE SCHEDULE OF LANDS & INTERESTS REQUIRED.

EXISTING ACCESS CONTROL ALONG CTH G/MAIN AVE HAS BEEN ESTABLISHED FROM PROJECT 1133-03-07 AND 1133-06-24.

EXISTING HIGHWAY RIGHT-OF-WAY SHOWN HEREIN IS BASED ON THE FOLLOWING POINTS: WISDOT TRANSPORTATION PROJECT PLATS 1133-06-24, 1133-03-07, CSM 2809 AND CSM 6320.

RESERVED FOR REGISTER OF DEEDS  
PROJECT NUMBER 18-04- 4.01  
SHEET 2 OF 2  
AMENDMENT NO:

TRANSPORTATION PROJECT PLAT NO: 18-04-4.01

THAT PART OF LOT 2, CSM 2809, VOL. 14, PAGE 61; LOT 1, CSM 6320, VOL. 42, PAGE 72; LOT 37, PLAT OF LAWTON FARMS; AND PARCEL D, ASSESSOR'S SUBDIVISION OF 1925 OF LOT 103, ASSESSOR'S SUBDIVISION OF LANDS IN THE CITY OF NICOLET, NOW THE CITY OF DEPERE, WEST SIDE OF THE FOX RIVER; ALL LOCATED IN THE CITY OF DEPERE, BROWN COUNTY, WISCONSIN.

RELOCATION ORDER MAIN AVENUE (CTH G), MAIN AND LAWRENCE ROUNDABOUT, BROWN COUNTY

TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE CITY OF DEPERE DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SECTION 62.22, WISCONSIN STATUTES, THE CITY OF DEPERE HEREBY ORDERS THAT:  
1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.  
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE CITY OF DEPERE FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE CITY OF DEPERE, PURSUANT TO THE PROVISIONS OF SECTION 62.22, WISCONSIN STATUTES.

POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM COORDINATES (WISCRS), BROWN COUNTY, NAD83 (2011) IN US SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS, AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

RIGHT-OF-WAY BOUNDARIES ARE DEFINED WITH COURSES OF THE PERIMETER OF THE HIGHWAY LANDS REFERENCED TO THE U.S. PUBLIC LAND SURVEY SYSTEM OR OTHER SURVEYS OF PUBLIC RECORDS.

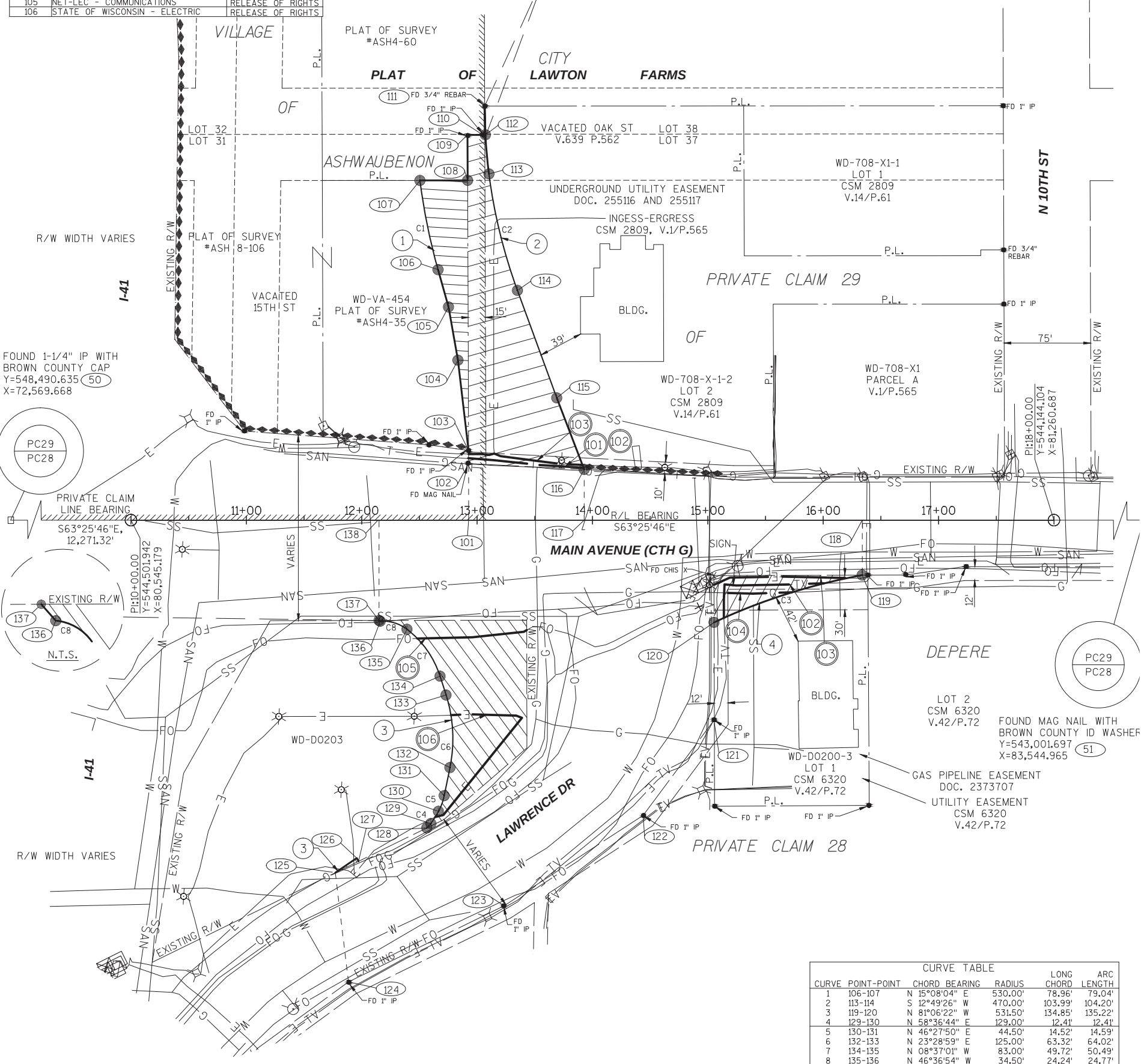
FOR CURRENT ACCESS/DRIVEWAY INFORMATION, CONTACT THE WISCONSIN DEPARTMENT OF TRANSPORTATION REGION OFFICE IN GREEN BAY.

EXISTING HIGHWAY RIGHT-OF-WAY SHOWN HEREIN IS BASED ON THE FOLLOWING POINTS OF REFERENCE:  
WISCONSIN TRANSPORTATION PLAT 1133-06-24, 1133-03-07, CSM 2809, AND CSM 632.

| SCHEDULE OF LANDS & INTERESTS REQUIRED |                                                  |                   |        |     |                  |                           |
|----------------------------------------|--------------------------------------------------|-------------------|--------|-----|------------------|---------------------------|
| PARCEL NUMBER                          | OWNER (S)                                        | INTEREST REQUIRED | FEE    | R/W | SQ. FT. REQUIRED | CONSTRUCTION PERMIT REQ'D |
| 1                                      | GB MAIN, LLC                                     | FEE               | 4,322  | --- | 4,322            | YES                       |
| 2                                      | MCDONALD'S CORPORATION                           | FEE               | 14,266 | --- | 14,266           | YES                       |
| 3                                      | STATE OF WISCONSIN, DEPARTMENT OF TRANSPORTATION | FEE               | 10,781 | --- | 10,781           | ---                       |
| 4                                      | MAIN STREET DE PERE LLC, ETAL                    | FEE               | 2,226  | --- | 2,226            | YES                       |

NOTE: OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES AND ARE SUBJECT TO CHANGE PRIOR TO TRANSFER OF LAND INTERESTS TO THE CITY OF DEPERE

| SCHEDULE OF UTILITY INTEREST |                                     |                   |
|------------------------------|-------------------------------------|-------------------|
| UTILITY NUMBER               | OWNER                               | INTEREST REQUIRED |
| 101                          | AT&T - TELEPHONE                    | RELEASE OF RIGHTS |
| 102                          | CHARTER - COMMUNICATIONS            | RELEASE OF RIGHTS |
| 103                          | WISCONSIN PUBLIC SERVICE - ELECTRIC | RELEASE OF RIGHTS |
| 104                          | WISCONSIN PUBLIC SERVICE - GAS      | RELEASE OF RIGHTS |
| 105                          | NET-LEC - COMMUNICATIONS            | RELEASE OF RIGHTS |
| 106                          | STATE OF WISCONSIN - ELECTRIC       | RELEASE OF RIGHTS |



| R/W COURSE TABLE |               |           |
|------------------|---------------|-----------|
| POINT-POINT      | BEARING       | DISTANCE  |
| 50 - 138         | S 63°26'46" E | 9,132.35' |
| 138 - 101        | S 63°26'46" E | 77.61'    |
| 101 - 102        | N 26°34'14" E | 49.09'    |
| 102 - 103        | N 26°25'51" E | 11.27'    |
| 103 - 104        | N 19°51'34" E | 78.83'    |
| 104 - 105        | N 16°34'22" E | 46.82'    |
| 105 - 106        | N 10°51'58" E | 33.60'    |
| 106 - 107        | SEE CURVE 1   | ---       |
| 107 - 108        | S 63°28'19" E | 41.28'    |
| 108 - 109        | N 26°22'21" E | 39.41'    |
| 109 - 110        | S 63°28'19" E | 15.00'    |
| 110 - 111        | N 26°22'21" E | 25.00'    |
| 111 - 112        | S 25°08'17" W | 25.01'    |
| 112 - 113        | S 21°21'51" W | 33.99'    |
| 113 - 114        | SEE CURVE 2   | ---       |
| 114 - 115        | S 06°28'20" W | 99.13'    |
| 115 - 116        | S 05°38'59" W | 66.44'    |
| 116 - 117        | S 26°34'14" W | 43.94'    |
| 117 - 118        | S 63°25'46" E | 241.07'   |
| 118 - 119        | S 26°34'14" W | 47.64'    |

| R/W COURSE TABLE |               |          |
|------------------|---------------|----------|
| POINT-POINT      | BEARING       | DISTANCE |
| 119 - 120        | SEE CURVE 3   | ---      |
| 120 - 121        | S 26°24'25" W | 84.48'   |
| 121 - 122        | S 63°14'39" W | 103.31'  |
| 122 - 123        | S 83°32'41" W | 143.84'  |
| 123 - 124        | N 89°30'25" W | 150.08'  |
| 124 - 125        | N 19°41'43" E | 95.35'   |
| 125 - 126        | N 82°14'38" E | 22.50'   |
| 126 - 127        | S 02°36'37" E | 3.23'    |
| 127 - 128        | S 89°30'23" E | 65.84'   |
| 128 - 129        | N 69°35'58" E | 5.18'    |
| 129 - 130        | SEE CURVE 4   | ---      |
| 130 - 131        | SEE CURVE 5   | ---      |
| 131 - 132        | N 38°10'26" E | 24.85'   |
| 132 - 133        | SEE CURVE 6   | 63.32'   |
| 133 - 134        | N 08°48'39" E | 16.79'   |
| 134 - 135        | SEE CURVE 7   | ---      |
| 135 - 136        | SEE CURVE 8   | ---      |
| 136 - 137        | N 28°46'39" W | 1.25'    |
| 137 - 138        | N 26°34'14" E | 86.93'   |

| R/W POINT AND OFFSETS |          |         |
|-----------------------|----------|---------|
| POINT                 | STATION  | OFFSET  |
| 101                   | 12+92.65 | 0.00'   |
| 102                   | 12+92.65 | 49.09'  |
| 103                   | 12+92.62 | 60.36'  |
| 104                   | 12+83.41 | 138.66' |
| 105                   | 12+75.28 | 184.77' |
| 106                   | 12+66.18 | 217.12' |
| 107                   | 12+50.52 | 294.51' |
| 108                   | 12+91.81 | 294.54' |
| 109                   | 12+91.67 | 333.95' |
| 110                   | 13+06.67 | 333.96' |
| 111                   | 13+06.59 | 358.96' |
| 112                   | 13+07.21 | 333.96' |
| 113                   | 13+10.30 | 300.11' |
| 114                   | 13+35.01 | 199.10' |
| 115                   | 13+69.07 | 106.00' |
| 116                   | 13+92.80 | 43.94'  |
| 117                   | 13+92.80 | 0.00'   |
| 118                   | 16+33.87 | 0.00'   |
| 119                   | 16+33.87 | 47.64'  |
| 120                   | 15+05.38 | 88.58'  |

| R/W POINT AND OFFSETS |          |         |
|-----------------------|----------|---------|
| POINT                 | STATION  | OFFSET  |
| 121                   | 15+05.62 | 173.06' |
| 122                   | 14+43.92 | 255.92' |
| 123                   | 13+23.32 | 334.32' |
| 124                   | 11+88.52 | 400.29' |
| 125                   | 11+77.10 | 305.62' |
| 126                   | 11+95.68 | 292.94' |
| 127                   | 11+97.26 | 295.76' |
| 128                   | 12+56.40 | 266.82' |
| 129                   | 12+59.93 | 263.03' |
| 130                   | 12+66.52 | 252.51' |
| 131                   | 12+71.46 | 238.86' |
| 132                   | 12+76.46 | 214.51' |
| 133                   | 12+73.05 | 151.28' |
| 134                   | 12+67.93 | 135.29' |
| 135                   | 12+39.28 | 94.66'  |
| 136                   | 12+16.07 | 87.65'  |
| 137                   | 12+15.04 | 86.93'  |
| 138                   | 12+15.04 | 0.00'   |

| CURVE TABLE |             |               |         |            |
|-------------|-------------|---------------|---------|------------|
| CURVE       | POINT-POINT | CHORD BEARING | RADIUS  | LONG CHORD |
| 1           | 106-107     | N 15°08'04" E | 530.00' | 78.96'     |
| 2           | 113-114     | S 12°49'26" W | 470.00' | 103.99'    |
| 3           | 119-120     | N 81°06'22" W | 531.50' | 134.85'    |
| 4           | 129-130     | N 58°36'44" E | 129.00' | 12.41'     |
| 5           | 130-131     | N 46°27'50" E | 44.50'  | 14.52'     |
| 6           | 132-133     | N 23°28'59" E | 125.00' | 63.32'     |
| 7           | 134-135     | N 08°37'01" W | 83.00'  | 49.72'     |
| 8           | 135-136     | N 46°36'54" W | 34.50'  | 24.24'     |



I, CAROLYN J. SAMPSON, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE CITY OF DEPERE, I HAVE SURVEYED AND MAPPED THIS TRANSPORTATION PROJECT PLAT AND SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

PRINT NAME: CAROLYN J. SAMPSON

REGISTRATION NUMBER: S-3045

THIS PLAT AND RELOCATION ORDER ARE APPROVED FOR THE CITY OF DEPERE

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

Attachment: Depere Plat 170728- Final-Main Lawrence (6132 : Reso #17-63, Authorizing Relocation Order (Main Ave. and Lawrence Drive))

## City of De Pere, Wisconsin

**Request For Common Council Action**

---

**MEETING DATE:** August 15, 2017

**DEPARTMENT:** Public Works

**FROM:** Eric Rakers

**SUBJECT:** Resolution #17-64, Authorizing Release of Utility Easement (300 Block North Wisconsin Street).

---

See attached for a detailed description.

**ATTACHMENTS:**

- Reso17-64 (DOCX)
- Release of Utility Easement-North Wisconsin Street (ED-880 and ED-881) (PDF)
- Report to Board of Public Works - Easement Release (DOCX)

## RESOLUTION #17-64

AUTHORIZING RELEASE OF UTILITY EASEMENT  
(300 Block North Wisconsin Street)

WHEREAS, a utility easement exists on Parcels ED-880 and ED-881 located at the 300 Block of North Wisconsin Street, created by Certified Survey Map in 1986; and

WHEREAS, proposed building expansion and development on the parcels has necessitated a release of the utility easement; and

WHEREAS, the Board of Public Works has reviewed such release of utility easement, determined said easement is not necessary for City purposes, and recommends its approval thereof.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Mayor and Clerk-Treasurer are hereby authorized and directed to execute the Release of Utility Easement attached hereto and incorporated as Exhibit 1.

BE IT FURTHER RESOLVED THAT:

All City officials, officers, employees, and agents are further authorized and directed to take such steps as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 15<sup>th</sup> day of August, 2017.

APPROVED:

\_\_\_\_\_  
Michael J. Walsh, Mayor

ATTEST:

\_\_\_\_\_  
Shana D. Ledvina, Clerk-Treasurer

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Attachment: Reso17-64 (6057 : Reso #17-64, Authorizing Release of Utility Easement (300 BLK N. Wisconsin Street))

## Document Number

**RELEASE OF UTILITY EASEMENT**

The **City of De Pere**, a Wisconsin municipal corporation, hereby releases its rights, title and interest under the certain public utility easement affecting the following described real property:

Part of Lots 1 and 2, Volume 17 of Certified Survey Maps, Page 161, Map Number 3230, being part of Lots 9, 10 and 11, Block 23, Plat of De Pere, City of De Pere, Brown County, Wisconsin described as follows:

Beginning at the Northwest corner of said Lot 2; thence N89°16'00"E, 12.00 feet on the north line of said Lot 2; thence S00°31'03"E, 33.28 feet; thence S70°26'55"E, 115.07 feet to the east line of said Certified Survey Map; thence S00°31'03"E, 12.76 feet on said east line; thence N70°26'55"W, 127.85 feet to the east right of way of Wisconsin Street; thence N00°31'03"W, 41.60 feet on said right of way to the Point of Beginning.

A map showing the area to be discontinued is attached hereto and incorporated herein by reference as Exhibit A.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

This space is reserved for recording data

Return to

Judith Schmidt-Lehman  
City of De Pere  
335 South Broadway  
De Pere, WI 54115

Parcel Identification Number/Tax Key Number

Part of ED-880 and Part of ED-881

CITY OF DE PERE

By:

\_\_\_\_\_  
Michael J. Walsh, Mayor

\_\_\_\_\_  
Shana D. Ledvina, Clerk-Treasurer

State of Wisconsin )  
 ) ss.  
Brown County )

This instrument was acknowledged before me on this \_\_\_\_ day of \_\_\_\_\_, 2017 by the above named person(s),  
Michael J. Walsh and Shana D. Ledvina.

\_\_\_\_\_  
(Signature, Notary Public, State of Wisconsin)

Angela M. Zills

\_\_\_\_\_  
(Print or Type Name, Notary Public, State of Wisconsin)

My commission expires: 4/15/2018.

(SEAL)

This document was drafted by Judith Schmidt-Lehman.

H:\azills\Legal Documents\2017\Release of Utility Easement - North Wisconsin Street.docx

Attachment: Release of Utility Easement-North Wisconsin Street (ED-880 and ED-881) (6057 : Reso #17-64, Authorizing Release of Utility

Exhibit 4

Packet Pg. 69

ALL OF LOT 2, VOLUME 17 OF CERTIFIED SURVEY MAPS, PAGE 161, MAP NUMBER 3830. DOCUMENT NUMBER 1106081, BEING PART OF LOT 10 AND 11, BLOCK 23, PART OF VACATED ALLEY AND VACATED WISCONSIN STREET, ALL BEING IN THE ORIGINAL PLAT OF DE PERE, PRIVATE CLAIM 32, EAST SIDE OF FOX RIVER, CITY OF DE PERE, BROWN COUNTY, WISCONSIN



File: R:\0400\0404\0404422\dwg\0404422CSM.dwg

Packet Pg. 70

**Item:** Recommendation regarding the release of a utility easement at the 300 BLK N. Wisconsin Street (Parcel ED-880 & ED-881). Submitted by City of De Pere.\*

### SITE MAP



**REQUESTED ACTION:** Release of Easement Request.\*

Release of a utility easement on the subject property to allow for future building development.

**COMMON DESCRIPTION:** 300 BLK N. Wisconsin Street, located between Wisconsin Street and an unnamed alley, south from Cass Street and north from William Street.

**PARCEL NUMBERS:** ED-880 & ED-881

**EXISTING ZONING:** B-1 (Central Business District)

**PROPOSED ZONING:** None.

**SURROUNDING LAND USES:** Parking, business and residential to the north.  
Business to the south.  
Business loading area and residential to the east.  
Parking and business to the west.

**COMPREHENSIVE PLAN:** Commercial

**APPLICANT NAME:** City of De Pere

**SITE HISTORY:** The utility easement was created in 1986 via Certified Survey Map Volume 17, Page 161. The subject property was originally used for residential purposes up to and past 1978. By 1992 air photos indicate that the properties were developing into a commercial area similar to what is seen today.

In 2017, the Common Council approved property acquisition terms for New Leaf Cooperative Market to purchase and develop a portion of Parcel ED-881 in Downtown De Pere. The approval included direction to staff to complete the required mechanisms to create a fee parcel land division via CSM, a Right-of-Way Vacation, and a **Utility Easement Release**. This release of easement request reflects this direction.

- The land division would divide Parcel ED-881 into two rectangular portions. The southern 48-feet would become a developable lot for New Leaf. The northern 24.5-feet would be reconstructed as a drive lane to connect the municipal parking lot to the existing alley and maintain access to the privately owned stalls to the north. The CSM was considered by the Plan Commission on June 26, 2017, and will be considered by the Common Council on August 15, 2017.
- The right-of-way vacation includes part of Wisconsin Street and an alley to the east. The vacation was considered by the Plan Commission on June 26, 2017, by Common Council on July 5, 2017, and will be again considered by the Common Council on August 15, 2017.
- The release of easement relates to an easement that cuts diagonally across Parcel ED-881. The easement must be relocated northward to horizontally cut across Lot 2 of the above-referenced proposed CSM (see blue area on Site Map for relocation area). The release of easement will be considered by the Board of Public Works on July 10, 2017, and will be considered by the Common Council on August 15, 2017.

**REVIEW:**

When reviewing a release of easement request, staff considers the future need for utilities in the area as well as the location of alternative easements, recommendation of the Comprehensive Plan, and proposed future development.

Staff worked with WPS, AT&T, Spectrum, and City DPW to determine if any existing utilities were located within ED-880. Likewise, City Department of Public Works identified the actual locations of utilities within the Parcel. The following utilities were identified, which require either abandoning or relocation:

- Electric
- Fiber Optic
- Storm Sewer (City)

It has been identified that the utilities could be moved or abandoned at the cost of the New Leaf developer. AT&T and Spectrum provided no comment.

The future needs of utilities may be accommodated by creating a new utility easement that cuts through Lot 2 of a proposed Certified Survey Map for Parcel ED-881.

**REVIEW PROCESS:**

For release of easement requests, the Board of Public Works provides a recommendation to the Common Council. The Common Council reviews the release, and if approved, formal Release of Easement documents are prepared by the City Attorney for signing by utilities and recording at the Register of Deeds office. The anticipated review date by Common Council is August 15, 2017

**STAFF RECOMMENDATION:**

Staff recommends APPROVAL of the Release of Easement request subject to the following:

1. Subject to release acceptance by utilities that have authority to utilize the easement.
2. Lot 2 of a proposed CSM for Parcel ED-881 becomes a new utility easement for the purpose of relocating existing utilities.
3. The eastern end of Lot 1 of a proposed CSM for Parcel ED-881 becomes a new utility easement for the purpose of relocating existing utilities.
4. The release of easement should be recorded after proper arrangements are made for the relocation of any existing utilities within the easement.

**EXISTING ELECTRIC & FIBER OPTIC UTILITIES:**







**LEGAL DESCRIPTION FOR EASEMENT:**

Part of Lots 1 and 2, Volume 17 of Certified Survey Maps, Page 161, Map Number 3230, being part of Lots 9, 10 and 11, Block 23, Plat of De Pere, City of De Pere, Brown County, Wisconsin described as follows:

Beginning at the Northwest corner of said Lot 2; thence N89°16'00"E, 12.00 feet on the north line of said Lot 2; thence S00°31'03"E, 33.28 feet; thence S70°26'55"E, 115.07 feet to the east line of said Certified Survey Map; thence S00°31'03"E, 12.76 feet on said east line; thence N70°26'55"W, 127.85 feet to the east right of way of Wisconsin Street; thence N00°31'03"W, 41.60 feet on said right of way to the Point of Beginning.

## City of De Pere, Wisconsin

**Request For Common Council Action**


---

**MEETING DATE:** August 15, 2017

**DEPARTMENT:** Public Works

**FROM:** Eric Rakers

**SUBJECT:** Resolution #17-65, Authorizing Storm Sewer Drainage Easements (Oak Water Court and Cornellius Martin Court).

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**The Board of Public Works, at the August 7, 2017 meeting, approved the acceptance of the three storm sewer/drainage easements after signatures from the property owners are received.**

Staff is preparing to excavate, install geotextile fabric, and rip rap a storm water drainage swale from a City storm sewer off of Cornellius Martin Court. The existing swale passes through three properties:

- 232 Oak Water Court
- 240 Oak Water Court
- 241 Cornellius Martin Court

The stabilization was budgeted for 2017 as this swale is severely eroded and is causing trees to fall in the conservancy area contained within these properties. Because the swale is located on the private properties listed above, new storm sewer/drainage easements are required to access these properties to rehabilitate the eroding swale and maintain in the future. Staff has been working with these properties to obtain the easements at no cost to the City. An exhibit of each easement has been included with this memo.

**ATTACHMENTS:**

- Reso17-65 (DOCX)
- 232 Oak Water Easement Exhibit (PDF)
- 240 Oak Water Easement Exhibit (PDF)
- 241 Cornellius Martin Easement Exhibit (PDF)

## RESOLUTION #17-65

AUTHORIZING STORM SEWER DRAINAGE EASEMENTS  
(Oak Water Court and Cornellius Martin Court)

WHEREAS, the City has requested that certain property owners convey a storm sewer drainage easement to the City for purposes of the excavation, installation of geotechnical fabric, and rip rap a storm water drainage swale from city storm sewer off Cornellius Martin Court; and

WHEREAS, the Storm Sewer/Drainage System Easements attached hereto accomplish such easement conveyance; and

WHEREAS, this matter has been reviewed by the Board of Public Works which recommends its approval thereof.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Common Council authorizes the attached Storm Sewer Easements and thanks these residents for support of city swale rehabilitation activities.

BE IT FURTHER RESOLVED THAT:

All City officials, officers and employees are authorized and directed to take such steps as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 15<sup>th</sup> day of August, 2017.

APPROVED:

\_\_\_\_\_  
Michael J. Walsh, Mayor

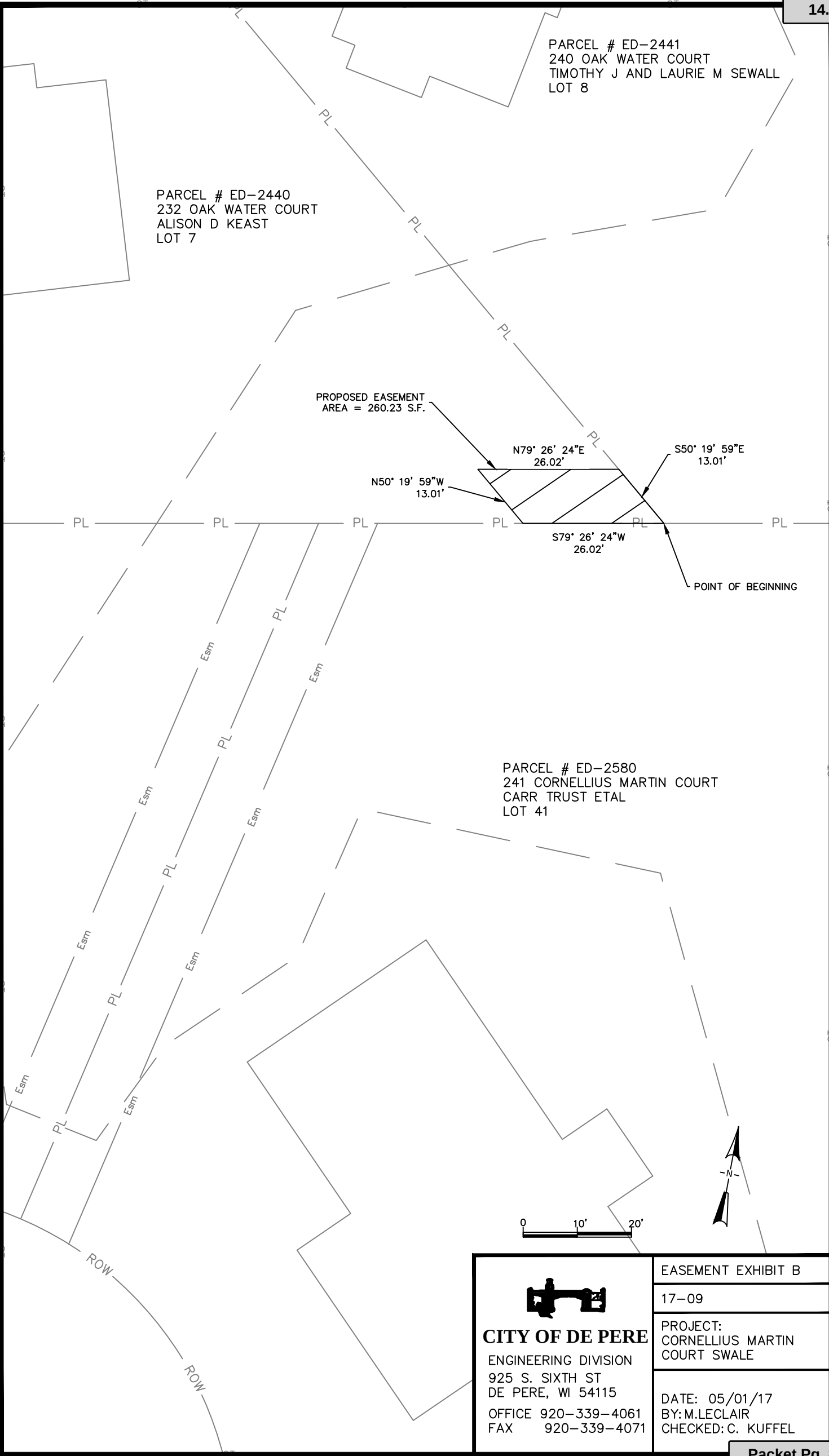
ATTEST:

\_\_\_\_\_  
Shana D. Ledvina, Clerk-Treasurer

Ayes:\_\_\_\_\_

Nays:\_\_\_\_\_

Attachment: Reso17-65 (6122 : Resolution #17-65, Authorizing Easements (Oak Water and Cornellius Martin Courts).)

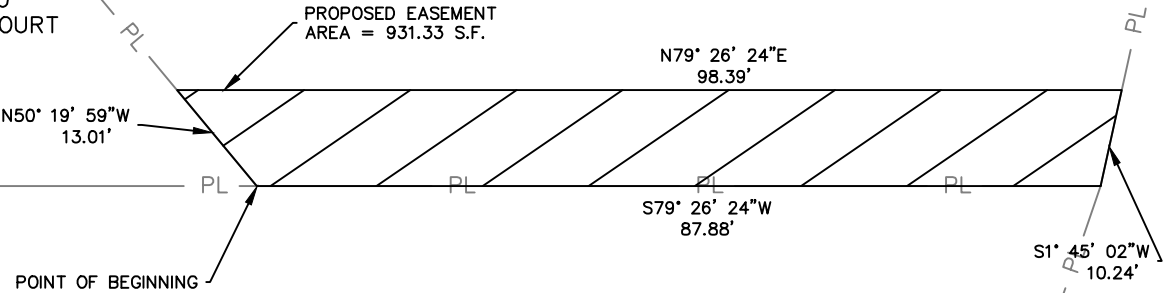


Attachment: 232 Oak Water Easement Exhibit (6122 : Resolution #17-65, Authorizing Easements (Oak Water and Cornelius Martin Courts).)

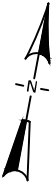
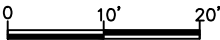
|                                                                                                                                                                                                                           |                                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| <br><b>CITY OF DE PERE</b><br>ENGINEERING DIVISION<br>925 S. SIXTH ST<br>DE PERE, WI 54115<br>OFFICE 920-339-4061<br>FAX 920-339-4071 | EASEMENT EXHIBIT B                                     |
|                                                                                                                                                                                                                           | 17-09                                                  |
|                                                                                                                                                                                                                           | PROJECT:<br>CORNELLIUS MARTIN<br>COURT SWALE           |
|                                                                                                                                                                                                                           | DATE: 05/01/17<br>BY: M. LECLAIR<br>CHECKED: C. KUFFEL |

PARCEL # ED-2441  
240 OAK WATER COURT  
TIMOTHY J AND LAURIE M SEWALL  
LOT 8

PARCEL # ED-2440  
232 OAK WATER COURT  
ALISON D KEAST  
LOT 7



PARCEL # ED-2580  
241 CORNELLIUS MARTIN COURT  
CARR TRUST ETAL  
LOT 41



|                                                                                                                                                                                                                           |                                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| <br><b>CITY OF DE PERE</b><br>ENGINEERING DIVISION<br>925 S. SIXTH ST<br>DE PERE, WI 54115<br>OFFICE 920-339-4061<br>FAX 920-339-4071 | EASEMENT EXHIBIT B                                     |
|                                                                                                                                                                                                                           | 17-09                                                  |
|                                                                                                                                                                                                                           | PROJECT:<br>CORNELLIUS MARTIN<br>COURT SWALE           |
|                                                                                                                                                                                                                           | DATE: 05/01/17<br>BY: M. LECLAIR<br>CHECKED: C. KUFFEL |

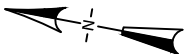
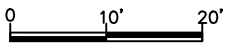
PARCEL # ED-2441  
240 OAK WATER COURT  
TIMOTHY J AND LAURIE M SEWALL  
LOT 8

PARCEL # ED-2440  
232 OAK WATER COURT  
ALISON D KEAST  
LOT 7

PARCEL # ED-2580  
241 CORNELLIUS MARTIN COURT  
CARR TRUST ETAL  
LOT 41

PROPOSED EASEMENT  
AREA = 5948.52 S.F.

POINT OF BEGINNING



CITY OF DE PERE

ENGINEERING DIVISION  
925 S. SIXTH ST  
DE PERE, WI 54115

OFFICE 920-339-4061  
FAX 920-339-4071

EASEMENT EXHIBIT B

17-09

PROJECT:  
CORNELLIUS MARTIN  
COURT SWALE

DATE: 05/01/17  
BY: M. LECLAIR  
CHECKED: C. KUFFEL

## City of De Pere, Wisconsin

**Request For Common Council Action**

---

**MEETING DATE:** August 15, 2017

**DEPARTMENT:** City Attorney

**FROM:** Judith Schmidt-Lehman

**SUBJECT:** Resolution #17-66, Revising Certain Insurance Requirements in  
Consultant Agreement Between the City of De Pere and Sparc, Inc.  
(Strategic Visioning & Branding Initiative).

---

**ATTACHMENTS:**

- Reso17-66 (DOCX)

## RESOLUTION #17-66

REVISING CERTAIN INSURANCE REQUIREMENTS  
IN CONSULTANT AGREEMENT BETWEEN THE CITY OF  
DE PERE AND SPARC, INC.  
(Strategic Visioning & Branding Initiative)

WHEREAS, Common Council Resolution 17-56 authorized a Consultant Agreement with sparc, inc. (“Consultant”) for the City’s strategic visioning & branding initiative (the “Agreement”); and

WHEREAS, Consultant has requested that the professional liability insurance minimum in the approved Agreement of \$1,000,000.00 be revised to \$500,000.00, upon its experience that the requested coverage is higher than the norm; and

WHEREAS, in order to move the visioning and branding process forward, and upon the belief that the requested \$500,000.00 should be adequate coverage for this project, it is recommended by staff that the minimum professional liability insurance requirement under the approved Agreement be amended to \$500,000.00.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Mayor and Clerk-Treasurer are authorized and directed to approve the above described professional liability insurance coverage minimum change to \$500,000.00 in the Agreement for Consulting Services Between the City of De Pere and sparc, inc.

BE IT FURTHER RESOLVED THAT:

All City officials, officers, employees, and agents are authorized and directed to take such steps as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 15th day of August, 2017.

APPROVED:

\_\_\_\_\_  
Michael J. Walsh, Mayor

ATTEST:

\_\_\_\_\_  
Shana D. Ledvina, Clerk-Treasurer

Ayes:\_\_\_\_\_

Nays:\_\_\_\_\_

Attachment: Reso17-66 (6133 : Resol #17-66, Authorizing sparc, inc. Agreement Insurance Revision)

## City of De Pere, Wisconsin

**Request For Common Council Action**

---

**MEETING DATE:** August 15, 2017

**DEPARTMENT:** Finance Department

**FROM:** Joe Zegers

**SUBJECT:** Resolution #17-67, An Initial Resolution Authorizing the Sale and Issuance of General Obligation Promissory Notes; and Certain Related Details.

---

**ATTACHMENTS:**

- Reso17-67 (DOCX)
- 2017BorrowingMemo-August 8 2017 (DOC)
- Copy of Capital Projects Worksheet for Executive Budget 2017-2017 Borrowing Program-08-08-17 (XLSX)
- 201708100814 (PDF)

**COMMON COUNCIL  
OF THE  
CITY OF DE PERE, WISCONSIN**

**August 15, 2017**

**Resolution No. 17-67**

---

**An Initial Resolution Authorizing the Sale and Issuance of  
General Obligation Promissory Notes;  
and Certain Related Details**

---

RECITALS

The Common Council (the “**Governing Body**”) of the City of De Pere, Wisconsin (the “**City**”) makes the following findings and determinations:

1. The City is in need of funds to finance equipment replacement and vehicle repair for the fire department; purchase of a vehicle for the parks department; and construction, improvements, and maintenance to streets, sidewalks, and bridges (collectively, the “**Project**”).

2. The Governing Body deems it in the best interests of the City that the funds needed for the Project borrowed, pursuant to the provisions of Section 67.12 (12) of the Wisconsin Statutes and upon the terms and conditions set forth below.

RESOLUTIONS

The Governing Body resolves as follows:

**Section 1. Authorization of Issuance and Purposes of Notes.**

Under and by virtue of the provisions of Section 67.12 (12) of the Wisconsin Statutes, the City shall issue its negotiable general obligation promissory notes, in one or more series, in an aggregate principal amount of approximately \$2,100,000 (the “**Notes**”) to finance the Project; *provided, however*, that the Notes shall be sold and issued in whole or in part from time to time in such amount or amounts as shall be within the limits provided by law.

**Section 2. Authorization of Sale of Notes.**

The Notes are hereby authorized and ordered to be sold to a purchaser to be determined by competitive bid (the “**Purchaser**”).

**Section 3. Preparation of Official Statement and Official Terms of Offering.**

The Mayor, the Clerk, and the Finance Director (in consultation with the City’s Financial Advisor, Springsted, Incorporated) are each hereby authorized to cause a preliminary offering document for the Notes (the “**Official Statement**”) to be prepared and distributed to any

banks, underwriters, investment houses, or the like deemed to be advisable, and to enclose therewith the “**Official Terms of Offering**” and a “**Bid Form**”. The Mayor and the Clerk are hereby authorized, on behalf of the City, to approve the form of Official Statement and to deem it final as of its date for purposes of Securities and Exchange Commission Rule 15c2-12(b)(1), and to supply copies of the Official Statement upon request.

The Clerk is hereby further authorized and directed to cause notice of the sale of the Notes to be (i) provided to *The Bond Buyer* for inclusion in its complimentary section for the publication of such notices, and (ii) posted in the same locations that the City routinely uses for posting notices of its official business.

#### **Section 4. Bids for Notes.**

Written bids for the sale of the Notes shall be received by the City on the date fixed in the Official Terms of Offering, on which date such bids shall be publicly opened and read. The Governing Body reserves the right in its discretion, to waive any informality in any bid, to reject any or all bids without cause, and to reject any bid which it determines to have failed to comply with the terms of the Official Terms of Offering for the Notes.

#### **Section 5. Further Actions.**

The issuance of the Notes shall be subject to the condition that the Governing Body has adopted a resolution to award the sale of the Notes to the Purchaser, to approve the purchase contract submitted by the Purchaser to evidence the purchase of the Notes, which may be in the form of an executed bid form (the “**Purchase Contract**”), to fix the interest rate or rates on the Notes in accordance with the Purchase Contract, to provide for the form of the Notes, to set forth any early redemption provisions, to levy taxes to pay the principal of, and interest on, the Notes as required by law, to designate a fiscal agent for the Notes, and to take such further action as may be necessary or expedient to provide for the preparation, execution, issuance, delivery, payment, and cancellation of the Notes.

#### **Section 6. Severability of Invalid Provisions.**

In case any one or more of the provisions of this resolution shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions of this resolution.

#### **Section 7. Authorization to Act.**

The officers of the City, attorneys for the City, or other agents or employees of the City are hereby authorized to do all acts and procedures required of them by this resolution for the full, punctual, and complete performance of all of the provisions of this resolution.

#### **Section 8. Prior Actions Superseded.**

All prior resolutions, rules, ordinances, or other actions, or parts thereof, of the Governing Body in conflict with the provisions of this resolution shall be, and the same are hereby, rescinded insofar as they may so conflict.

**Section 9. Effective Date.**

This resolution shall take effect upon its adoption and approval in the manner provided by law.

\* \* \* \* \*

Adopted: August 15, 2017

Approved: August \_\_\_\_, 2017

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

Attachment: Reso17-67 (6128 : Resolution #17-67, Initial Borrowing resolution - 2017A)

## CERTIFICATIONS BY CLERK

I, Shana D. Ledvina, hereby certify that I am the duly qualified and acting Clerk of the City of De Pere, Wisconsin (the “City”), and as such I have in my possession, or have access to, the complete corporate records of the City and of its Common Council (the “Governing Body”), and that attached hereto is a true, correct, and complete copy of the resolution (the “Resolution”) entitled:

### **An Initial Resolution Authorizing the Sale and Issuance of General Obligation Promissory Notes; and Certain Related Details**

I do hereby further certify as follows:

1. **Meeting Date.** On August 15, 2017, a meeting of the Governing Body was held commencing at \_\_\_\_ p.m.
2. **Posting.** On August \_\_\_\_, 2017 (and not less than 24 hours prior to the meeting), I posted, or caused to be posted at the City’s offices in De Pere, Wisconsin, a notice setting forth the date, time, location, and subject matter (including specific reference to the Resolution) of said meeting.
3. **Notification of Media.** On August \_\_\_\_, 2017 (and not less than 24 hours prior to the meeting), I communicated or caused to be communicated, the date, time, location, and subject matter (including specific reference to the Resolution) of said meeting to those news media who have filed a written request for such notice and to the official newspaper of the City.
4. **Open Meeting Law Compliance.** Said meeting was a regular meeting of the Governing Body that was held in open session in compliance with Subchapter V of Chapter 19 of the Wisconsin Statutes and any other applicable local rules and state statutes.
5. **Members Present.** Said meeting was duly called to order by the Mayor (the “Presiding Officer”), who chaired the meeting. Upon roll call, I noted and recorded that there were \_\_\_\_ members of the Governing Body present at the meeting, such number being a quorum of the Governing Body.
6. **Consideration of and Roll Call Vote on Resolution.** Various matters and business were taken up during the course of the meeting without intervention of any closed session. One of the matters taken up was the Resolution. A proper quorum of the Governing Body was present for the consideration of the Resolution, and each member of the Governing Body had received a copy of the Resolution. All rules of the Governing Body that interfered with the consideration of the Resolution, if any, were suspended by a two-thirds vote of the Governing Body. The Resolution was then introduced, moved, and seconded, and after due consideration, upon roll call, \_\_\_\_ of the Governing Body members voted Aye, \_\_\_\_ voted Nay, and \_\_\_\_ Abstained.

7. **Adoption of Resolution.** The Resolution was supported by the affirmative vote of a majority of a quorum of the members of the Governing Body in attendance. The Presiding Officer then declared that the Resolution was adopted, and I recorded the adoption of the Resolution.

8. **Approval of Presiding Officer.** The Resolution was approved by the Presiding Officer on August \_\_, 2017, and I have recorded such approval. This approval is evidenced by the signature of the Presiding Officer on the copy of the Resolution attached to this certificate.

IN WITNESS WHEREOF, I have signed my name and affixed the seal of the City, if any, hereto on August \_\_, 2017.

\_\_\_\_\_  
Clerk

[SEAL]

Attachment: Reso17-67 (6128 : Resolution #17-67, Initial Borrowing resolution - 2017A)

To: Honorable Mayor and Members of the City Council  
Larry Delo, Administrator  
From: Joe Zegers, Finance Director  
Date: August 8, 2017  
Subject: 2017 Borrowing Resolutions

I have attached the project list in regard to the development of the attached resolution to authorize the 2017 borrowing. The projecting borrowing (2017A) is a not to exceed resolution in the form of ten year general obligation notes which include \$1,968,056 of non-TID equipment and projects. The City's borrowing consulting firm of Springsted is also recommending a refunding taxable borrowing (2017B) to refund 2008B taxable bonds which is expected to save the City roughly \$180,000 in net present value dollars between the 2017 and 2008 bonds. I have attached the refunding 2017B resolution as well. I have also attached the schedule of events regarding the new issuances for your review.

You will note in the project list that it includes four columns for your review. The first column is the items approved in the City's 2017 adopted budget. The second column includes \$275,000 of items that we're already approved and borrowed for in the temporary note resolution in late 2016. The third (shaded) column totaling \$1,968,056 details the items for the 2017A resolution while the fourth column includes detail that will be paid for with available TIF funds and not borrowed for in 2017. Many of the smaller items in that column did not qualify for bonding as was mentioned in the July Finance meeting and also included some taxable items for development grants that would require a separate taxable borrowing that would not be marketable due to the small amount of financing required.

I am recommending your approval of the two resolutions (2017A & 2017B) for the City's 2017 borrowing program. Feel free to contact me with any questions you may have and I will also be at the City Council meeting on Tuesday August 15<sup>th</sup>.

| City of De Pere, Wisconsin 2017 Capital Program                        |                     |                   |                     |                                       |
|------------------------------------------------------------------------|---------------------|-------------------|---------------------|---------------------------------------|
| Projects                                                               | Adopted Budget      | Temporary Note    | 10 Year Note        | Project Paid With Available TIF Funds |
| <b>General Government</b>                                              |                     |                   |                     |                                       |
| Council Chambers Video & Projector Upgrade                             | 22,860              | 22,860            |                     |                                       |
| <b>Total General Government</b>                                        | <b>22,860</b>       | <b>22,860</b>     | <b>0</b>            | <b>0</b>                              |
| <b>Public Safety</b>                                                   |                     |                   |                     |                                       |
| Police - Carpet Replacement                                            | 30,200              | 30,200            |                     |                                       |
| Fire - Replace SCBA                                                    | 278,000             |                   | 278,000             |                                       |
| Fire - Refurbish 2001 Fire Engine                                      | 250,000             |                   | 210,000             |                                       |
| <b>Total Public Safety</b>                                             | <b>558,200</b>      | <b>30,200</b>     | <b>488,000</b>      | <b>0</b>                              |
| <b>Public Works</b>                                                    |                     |                   |                     |                                       |
| MSC - Replace Fuel Station Pedestal                                    | 7,200               | 7,200             |                     |                                       |
| Traffic Lights - Broadway & Merrill Upgrade Video Detection System     | 25,000              | 25,000            |                     |                                       |
| Planning - TID 5 Wayfinding Signs*                                     | 2,000               |                   |                     | 2,000                                 |
| Planning - TID 5 Nicolet Square Design Documents                       | 100,000             |                   |                     | 50,000                                |
| Planning - TID 5 Downtown Parking Study                                | 12,000              |                   |                     |                                       |
| Planning - TID 5 Façade Grant Program                                  | 40,000              |                   |                     |                                       |
| Planning - TID 5 Nicolet Square Dumpster Enclosures                    | 15,000              |                   |                     |                                       |
| Planning - TID 5 Garbage Can and Bike Rack Replacement*                | 5,000               |                   |                     | 5,000                                 |
| Planning - TID 5 Downtown Parking Education Program                    | 10,000              |                   |                     |                                       |
| Planning - TID 5 Zoning Code Update*                                   | 5,000               |                   |                     | 5,000                                 |
| Planning - TID 5 Development Grant                                     | 50,000              |                   |                     |                                       |
| Planning - TID 6 Zoning Code Update*                                   | 5,000               |                   |                     | 5,000                                 |
| Planning - TID 7 Wayfinding Signs*                                     | 2,000               |                   |                     | 2,000                                 |
| Planning - TID 7 Front Street Redevelopment                            | 15,000              |                   |                     |                                       |
| Planning - TID 7 James Street Fountain/Streetscape                     | 40,000              |                   |                     | 40,000                                |
| Planning - TID 7 Downtown Parking Study                                | 12,000              |                   |                     |                                       |
| Planning - TID 7 Façade Grant Program                                  | 30,000              |                   |                     |                                       |
| Planning - TID 7 Garbage Can and Bike Rack Replacement                 | 5,000               |                   |                     | 5,000                                 |
| Planning - TID 7 Downtown Parking Education Program                    | 10,000              |                   |                     |                                       |
| Planning - TID 7 Zoning Code Update*                                   | 5,000               |                   |                     | 5,000                                 |
| Planning - TID 7 Development Grant                                     | 100,000             |                   |                     |                                       |
| Planning - TID 8 Development Grant                                     | 50,000              |                   |                     |                                       |
| Planning - TID 8 Zoning Code Update*                                   | 5,000               |                   |                     | 5,000                                 |
| Planning - TID 9 Development Grant                                     | 50,000              |                   |                     |                                       |
| Planning - TID 9 Wayfinding Signs*                                     | 2,000               |                   |                     | 2,000                                 |
| Planning - TID 9 Nicolet Square Planters                               | 30,000              |                   |                     |                                       |
| Planning - TID 9 Nicolet Square Design Documents                       | 100,000             |                   |                     | 50,000                                |
| Planning - TID 9 Downtown Parking Study                                | 12,000              |                   |                     |                                       |
| Planning - TID 9 Nicolet Square Dumpster Enclosures                    | 15,000              |                   |                     |                                       |
| Planning - TID 9 Garbage Can and Bike Rack Replacement*                | 5,000               |                   |                     | 5,000                                 |
| Planning - TID 9 Downtown Parking Education Program                    | 10,000              |                   |                     |                                       |
| Planning - TID 9 Zoning Code Update*                                   | 5,000               |                   |                     | 5,000                                 |
| Planning - TID 9 Development Grant                                     | 0                   |                   |                     | 20,000                                |
| Planning - TID 10 Development Grant                                    | 50,000              |                   |                     |                                       |
| Planning - TID 10 East Industrial Park Gateway Signage                 | 50,000              |                   |                     |                                       |
| Planning - TID 10 Zoning Code Update*                                  | 5,000               |                   |                     | 5,000                                 |
| Planning - TID 10 Southern Bridge Economic Development Study           | 10,000              |                   |                     |                                       |
| Planning - TID 11 West Industrial Park Rail Spur Maintenance*          | 4,500               |                   |                     | 4,500                                 |
| Planning - TID 11 Development Grant                                    | 50,000              |                   |                     | 100,125                               |
| Planning - TID 12 West Industrial Park Rail Spur Maintenance*          | 4,500               |                   |                     | 4,500                                 |
| Planning - TID 12 Bicycle/Pedestrian Improvements West Industrial Park | 100,000             |                   |                     |                                       |
| Planning - TID 12 Development Grant                                    | 50,000              |                   |                     |                                       |
| <b>Total Public Works</b>                                              | <b>1,103,200</b>    | <b>32,200</b>     | <b>0</b>            | <b>320,125</b>                        |
| <b>Parks &amp; Recreation</b>                                          |                     |                   |                     |                                       |
| Community Center - Boiler Replacement                                  | 34,000              | 34,000            |                     |                                       |
| Parks & Public Lands - Water Cooler Replacement Program                | 5,000               | 5,000             |                     |                                       |
| Parks & Public Lands - Accessible Route Program                        | 5,000               | 5,000             |                     |                                       |
| Parks & Public Lands - Voyageur Park Breakwall/Sidewalk Repair         | 10,000              | 10,000            |                     |                                       |
| Parks & Public Lands - VFW Park Playground Replacement                 | 110,000             | 110,000           |                     |                                       |
| Boat Ramps - Fox Point Boat Launch Ticket Machine                      | 22,000              | 22,000            |                     |                                       |
| Parks Equip/Veh Maintenance - Truck #68 Replacement                    | 43,000              | 3,740             | 39,260              |                                       |
| <b>Total Parks &amp; Recreation</b>                                    | <b>229,000</b>      | <b>189,740</b>    | <b>39,260</b>       | <b>0</b>                              |
| <b>Street Construction</b>                                             |                     |                   |                     |                                       |
| Crackfilling/Patching                                                  | 243,724             |                   | 243,724             |                                       |
| Sidewalks                                                              | 84,500              |                   | 84,500              |                                       |
| Alley Resurfacing                                                      | 30,000              |                   | 30,000              |                                       |
| Street Reconstruction - Huron Street                                   | 520,000             |                   | 520,000             |                                       |
| Claude Allouez Bridge Maintenance                                      | 50,000              |                   | 50,000              |                                       |
| Street Construction - STP-U Grant Participation                        | 341,072             |                   | 341,072             |                                       |
| Street Construction - STH 32 (Eighth Design)                           | 86,500              |                   | 86,500              |                                       |
| Rockland Road Resurfacing                                              | 50,000              |                   | 50,000              |                                       |
| Deer Point Lane Resurfacing                                            | 35,000              |                   | 35,000              |                                       |
| Rockland Road Rehabilitation                                           | 100,000             |                   |                     | 100,000                               |
| <b>Total Street Construction</b>                                       | <b>1,540,796</b>    | <b>0</b>          | <b>1,440,796</b>    | <b>100,000</b>                        |
| <b>TOTALS - CAPITAL PROJECTS</b>                                       | <b>\$ 3,454,056</b> | <b>\$ 275,000</b> | <b>\$ 1,968,056</b> | <b>\$ 420,125</b>                     |

**City of De Pere, Wisconsin**  
**General Obligation Promissory Notes, Series 2017A**  
**August 3, 2017**

| July 1, 2017 |    |    |    |    |    |    | August 1, 2017 |    |    |    |    |    |    | September 1, 2017 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|----------------|----|----|----|----|----|----|-------------------|----|----|----|----|----|----|
| S            | M  | T  | W  | Th | F  | S  | S              | M  | T  | W  | Th | F  | S  | S                 | M  | T  | W  | Th | F  | S  |
|              |    |    |    |    |    | 1  |                |    | 1  | 2  | 3  | 4  | 5  |                   |    |    |    |    | 1  | 2  |
| 2            | 3  | 4  | 5  | 6  | 7  | 8  | 6              | 7  | 8  | 9  | 10 | 11 | 12 | 3                 | 4  | 5  | 6  | 7  | 8  | 9  |
| 9            | 10 | 11 | 12 | 13 | 14 | 15 | 13             | 14 | 15 | 16 | 17 | 18 | 19 | 10                | 11 | 12 | 13 | 14 | 15 | 16 |
| 16           | 17 | 18 | 19 | 20 | 21 | 22 | 20             | 21 | 22 | 23 | 24 | 25 | 26 | 17                | 18 | 19 | 20 | 21 | 22 | 23 |
| 23           | 24 | 25 | 26 | 27 | 28 | 29 | 27             | 28 | 29 | 30 | 31 |    |    | 24                | 25 | 26 | 27 | 28 | 29 | 30 |
| 30           | 31 |    |    |    |    |    |                |    |    |    |    |    |    |                   |    |    |    |    |    |    |

| October 1, 2017 |    |    |    |    |    |    | November 1, 2017 |    |    |    |    |    |    | December 1, 2017 |    |    |    |    |    |    |
|-----------------|----|----|----|----|----|----|------------------|----|----|----|----|----|----|------------------|----|----|----|----|----|----|
| S               | M  | T  | W  | Th | F  | S  | S                | M  | T  | W  | Th | F  | S  | S                | M  | T  | W  | Th | F  | S  |
| 1               | 2  | 3  | 4  | 5  | 6  | 7  |                  |    |    | 1  | 2  | 3  | 4  |                  |    |    |    |    | 1  | 2  |
| 8               | 9  | 10 | 11 | 12 | 13 | 14 | 5                | 6  | 7  | 8  | 9  | 10 | 11 | 3                | 4  | 5  | 6  | 7  | 8  | 9  |
| 15              | 16 | 17 | 18 | 19 | 20 | 21 | 12               | 13 | 14 | 15 | 16 | 17 | 18 | 10               | 11 | 12 | 13 | 14 | 15 | 16 |
| 22              | 23 | 24 | 25 | 26 | 27 | 28 | 19               | 20 | 21 | 22 | 23 | 24 | 25 | 17               | 18 | 19 | 20 | 21 | 22 | 23 |
| 29              | 30 | 31 |    |    |    |    | 26               | 27 | 28 | 29 | 30 |    |    | 24               | 25 | 26 | 27 | 28 | 29 | 30 |
|                 |    |    |    |    |    |    |                  |    |    |    |    |    |    | 31               |    |    |    |    |    |    |

| Schedule of Events         |                                                                                                                 |                                     |
|----------------------------|-----------------------------------------------------------------------------------------------------------------|-------------------------------------|
| Date                       | Event                                                                                                           | Responsible Party                   |
| August 9, 2017             | Request for Official Statement Information sent to City Staff.                                                  | Springsted                          |
| August 10, 2017            | Authorizing Resolution delivered to City.                                                                       | Foley & Lardner                     |
| August 15, 2017            | City Council considers Note Resolution authorizing the Note sale.                                               | City Council                        |
| August 23, 2017            | Finalize Note structure and prepare Official Terms of Offering.                                                 | Springsted                          |
| August 25, 2017            | Information forwarded to Springsted for preparation of the Preliminary Official Statement.                      | City Staff                          |
| August 29, 2017            | Sale Recommendations delivered to City.                                                                         | Springsted                          |
| September 5, 2017          | Rough draft of Preliminary Official Statement sent out to City Staff and Foley & Lardner for review.            | Springsted                          |
| September 11, 2017         | Final comments to Springsted on Preliminary Official Statement draft.                                           | City Staff<br>Foley & Lardner       |
| September 11, 2017         | Draft of Award Resolution provided to Springsted (to be included in the information sent to the rating agency.) | Foley & Lardner                     |
| September 12, 2017         | Posting of Preliminary Official Statement and application for rating forwarded to rating agency.                | Springsted                          |
| Week of September 18, 2017 | Rating conference.                                                                                              | Moody's<br>City Staff<br>Springsted |
| September 26, 2017         | Form of Award Resolution delivered to the City.                                                                 | Foley & Lardner                     |
| Est. September 29, 2017    | Receipt of rating.                                                                                              | Moody's                             |

Attachment: 201708100814 (6128 : Resolution #17-67, Initial Borrowing resolution - 2017A)

| Schedule of Events |                                                       |                                             |
|--------------------|-------------------------------------------------------|---------------------------------------------|
| Date               | Event                                                 | Responsible Party                           |
| October 3, 2017    | Sale and consideration of award of the Notes by City. | City<br>Springsted                          |
| October 11, 2017   | Distribution of Final Official Statement.             | Springsted                                  |
| November 1, 2017   | Settlement of the Notes; receipt of Note proceeds.    | City Staff<br>Foley & Lardner<br>Springsted |

## City of De Pere, Wisconsin

**Request For Common Council Action**

---

**MEETING DATE:** August 15, 2017

**DEPARTMENT:** Finance Department

**FROM:** Joe Zegers

**SUBJECT:** Resolution #17-68, An Initial Resolution Authorizing the Sale and Issuance of Taxable General Obligation Refunding Bonds; and Certain Related Details.

---

**ATTACHMENTS:**

- Reso17-68 (DOCX)

**COMMON COUNCIL  
OF THE  
CITY OF DE PERE, WISCONSIN**

**August 15, 2017**

**Resolution No. 17-68**

**An Initial Resolution Authorizing the Sale and Issuance of  
Taxable General Obligation Refunding Bonds;  
and Certain Related Details**

RECITALS

The Common Council (the “**Governing Body**”) of the City of De Pere, Wisconsin (the “**City**”) makes the following findings and determinations:

1. The City is currently in need of funds to finance the advance refunding of the 2027 maturity (the “**Refunded Bonds**”) of the Issuer’s \$2,270,000 City of De Pere, Wisconsin Taxable General Obligation Corporate Purpose Bonds, Series 2008B, dated August 1, 2008, including paying interest on the Bonds (as defined below) through the redemption date of the Refunded Bonds (the “**Refunding**”).

2. The Governing Body deems it in the best interests of the City that the funds needed for the Refunding borrowed, pursuant to the provisions of Chapter 67 of the Wisconsin Statutes and upon the terms and conditions set forth below.

RESOLUTIONS

The Governing Body resolves as follows:

**Section 1. Authorization of Issuance and Purposes of Bonds.**

Under and by virtue of the provisions of Chapter 67 of the Wisconsin Statutes, the City shall issue its negotiable taxable general obligation refunding bonds, in one or more series, in an aggregate principal amount of not to exceed \$1,800,000 (the “**Bonds**”) to finance the Refunding; *provided, however*, that the Bonds shall be sold and issued in whole or in part from time to time in such amount or amounts as shall be within the limits provided by law.

**Section 2. Authorization of Sale of Bonds.**

The Bonds are hereby authorized and ordered to be sold to a purchaser to be determined by competitive bid (the “**Purchaser**”).

Attachment: Reso17-68 (6140 : Resolution #17-68, An Initial Resolution 2017B)

### **Section 3.     Preparation of Official Statement and Official Terms of Offering.**

The Mayor, the Clerk, and the Finance Director (in consultation with the City's Financial Advisor, Springsted, Incorporated) are each hereby authorized to cause a preliminary offering document for the Bonds (the "**Official Statement**") to be prepared and distributed to any banks, underwriters, investment houses, or the like deemed to be advisable, and to enclose therewith the "**Official Terms of Offering**" and a "**Bid Form**". The Mayor and the Clerk are hereby authorized, on behalf of the City, to approve the form of Official Statement and to deem it final as of its date for purposes of Securities and Exchange Commission Rule 15c2-12(b)(1), and to supply copies of the Official Statement upon request.

The Clerk is hereby further authorized and directed to cause notice of the sale of the Bonds to be (i) provided to *The Bond Buyer* for inclusion in its complimentary section for the publication of such notices, and (ii) posted in the same locations that the City routinely uses for posting notices of its official business.

### **Section 4.     Bids for Bonds.**

Written bids for the sale of the Bonds shall be received by the City on the date fixed in the Official Terms of Offering, on which date such bids shall be publicly opened and read. The Governing Body reserves the right in its discretion, to waive any informality in any bid, to reject any or all bids without cause, and to reject any bid which it determines to have failed to comply with the terms of the Official Terms of Offering for the Bonds.

### **Section 5.     Further Actions.**

The issuance of the Bonds shall be subject to the condition that the Governing Body has adopted a resolution to award the sale of the Bonds to the Purchaser, to approve the purchase contract submitted by the Purchaser to evidence the purchase of the Bonds, which may be in the form of an executed bid form (the "**Purchase Contract**"), to fix the interest rate or rates on the Bonds in accordance with the Purchase Contract, to provide for the form of the Bonds, to set forth any early redemption provisions, to levy taxes to pay the principal of, and interest on, the Bonds as required by law, to designate a fiscal agent for the Bonds, and to take such further action as may be necessary or expedient to provide for the preparation, execution, issuance, delivery, payment, and cancellation of the Bonds.

### **Section 6.     Severability of Invalid Provisions.**

In case any one or more of the provisions of this resolution shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions of this resolution.

### **Section 7.     Authorization to Act.**

The officers of the City, attorneys for the City, or other agents or employees of the City are hereby authorized to do all acts and procedures required of them by this resolution for the full, punctual, and complete performance of all of the provisions of this resolution.

**Section 8. Prior Actions Superseded.**

All prior resolutions, rules, ordinances, or other actions, or parts thereof, of the Governing Body in conflict with the provisions of this resolution shall be, and the same are hereby, rescinded insofar as they may so conflict.

**Section 9. Effective Date.**

This resolution shall take effect upon its adoption and approval in the manner provided by law.

\* \* \* \* \*

Adopted: August 15, 2017

Approved: August \_\_, 2017

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

Attachment: Reso17-68 (6140 : Resolution #17-68, An Initial Resolution 2017B)

## CERTIFICATIONS BY CLERK

I, Shana D. Ledvina, hereby certify that I am the duly qualified and acting Clerk of the City of De Pere, Wisconsin (the “City”), and as such I have in my possession, or have access to, the complete corporate records of the City and of its Common Council (the “Governing Body”), and that attached hereto is a true, correct, and complete copy of the resolution (the “Resolution”) entitled:

### **An Initial Resolution Authorizing the Sale and Issuance of Taxable General Obligation Refunding bonds; and Certain Related Details**

I do hereby further certify as follows:

1. **Meeting Date.** On August 15, 2017, a meeting of the Governing Body was held commencing at \_\_\_\_ p.m.
2. **Posting.** On August \_\_\_\_, 2017 (and not less than 24 hours prior to the meeting), I posted, or caused to be posted at the City’s offices in De Pere, Wisconsin, a notice setting forth the date, time, location, and subject matter (including specific reference to the Resolution) of said meeting.
3. **Notification of Media.** On August \_\_\_\_, 2017 (and not less than 24 hours prior to the meeting), I communicated or caused to be communicated, the date, time, location, and subject matter (including specific reference to the Resolution) of said meeting to those news media who have filed a written request for such notice and to the official newspaper of the City.
4. **Open Meeting Law Compliance.** Said meeting was a regular meeting of the Governing Body that was held in open session in compliance with Subchapter V of Chapter 19 of the Wisconsin Statutes and any other applicable local rules and state statutes.
5. **Members Present.** Said meeting was duly called to order by the Mayor (the “Presiding Officer”), who chaired the meeting. Upon roll call, I noted and recorded that there were \_\_\_\_ members of the Governing Body present at the meeting, such number being a quorum of the Governing Body.
6. **Consideration of and Roll Call Vote on Resolution.** Various matters and business were taken up during the course of the meeting without intervention of any closed session. One of the matters taken up was the Resolution. A proper quorum of the Governing Body was present for the consideration of the Resolution, and each member of the Governing Body had received a copy of the Resolution. All rules of the Governing Body that interfered with the consideration of the Resolution, if any, were suspended by a two-thirds vote of the Governing Body. The Resolution was then introduced, moved, and seconded, and after due consideration, upon roll call, \_\_\_\_ of the Governing Body members voted Aye, \_\_\_\_ voted Nay, and \_\_\_\_ Abstained.

Attachment: Reso17-68 (6140 : Resolution #17-68, An Initial Resolution 2017B)

7. **Adoption of Resolution.** The Resolution was supported by the affirmative vote of a majority of a quorum of the members of the Governing Body in attendance. The Presiding Officer then declared that the Resolution was adopted, and I recorded the adoption of the Resolution.

8. **Approval of Presiding Officer.** The Resolution was approved by the Presiding Officer on August \_\_, 2017, and I have recorded such approval. This approval is evidenced by the signature of the Presiding Officer on the copy of the Resolution attached to this certificate.

IN WITNESS WHEREOF, I have signed my name and affixed the seal of the City, if any, hereto on August \_\_, 2017.

\_\_\_\_\_  
Clerk

[SEAL]

Attachment: Reso17-68 (6140 : Resolution #17-68, An Initial Resolution 2017B)

## City of De Pere, Wisconsin

**Request For Common Council Action**

---

**MEETING DATE:** August 15, 2017  
**DEPARTMENT:** City Clerk-Treasurer  
**FROM:** Shana Ledvina  
**SUBJECT:** Voucher Approval.

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**ATTACHMENTS:**

- 8-15-17 VOUCHERS (PDF)

8/08/2017 4:58 PM

A / P CHECK REGISTER

PAGE: 1

PACKET: 05633 AUG 2017 COUNCIL - 2 8-15-17

VENDOR SET: 01

BANK : AP ASSOCIATED

| VENDOR | NAME / I.D.                                                                                 | DESC                                                                                               | CHECK<br>TYPE              | CHECK<br>DATE                                                              | DISCOUNT | AMOUNT                                                          | CHECK<br>NO#                                             | CHECK<br>AMOUNT |
|--------|---------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|----------------------------|----------------------------------------------------------------------------|----------|-----------------------------------------------------------------|----------------------------------------------------------|-----------------|
| 6426   | ACL<br>I-201707-0                                                                           | ACL                                                                                                | R                          | 8/15/2017                                                                  |          | 67.00CR                                                         | 082781                                                   | 67.00           |
| 0302   | AIRGAS USA LLC<br>I-9065654643                                                              | AIRGAS USA LLC                                                                                     | R                          | 8/15/2017                                                                  |          | 167.50CR                                                        | 082782                                                   | 167.50          |
| 5604   | AURORA BAYCARE MED CTR LLC<br>I-KY003<br>I-KY017                                            | AURORA BAYCARE MED CTR LLC<br>AURORA BAYCARE MED CTR LLC                                           | R<br>R                     | 8/15/2017<br>8/15/2017                                                     |          | 1,345.26CR<br>13,676.63CR                                       | 082783<br>082783                                         | 15,021.89       |
| 0019   | BADGER POPCORN & CONC SUPPLY INC<br>I-406752<br>I-406760                                    | BADGER POPCORN & CONC SUPPLY I<br>BADGER POPCORN & CONC SUPPLY I                                   | R<br>R                     | 8/15/2017<br>8/15/2017                                                     |          | 211.05CR<br>153.75CR                                            | 082784<br>082784                                         | 364.80          |
| 0020   | BADGERLAND PRINTING INC<br>I-29911                                                          | BADGERLAND PRINTING INC                                                                            | R                          | 8/15/2017                                                                  |          | 44.00CR                                                         | 082785                                                   | 44.00           |
| 0023   | BATTERIES PLUS LLC<br>I-501-522979<br>I-501-524456                                          | BATTERIES PLUS LLC<br>BATTERIES PLUS LLC                                                           | R<br>R                     | 8/15/2017<br>8/15/2017                                                     |          | 53.85CR<br>32.16CR                                              | 082786<br>082786                                         | 86.01           |
| 0027   | BAY TOWEL INC<br>I-2419450<br>I-2432125<br>I-2436349<br>I-2436350<br>I-2438826<br>I-2438841 | BAY TOWEL INC<br>BAY TOWEL INC<br>BAY TOWEL INC<br>BAY TOWEL INC<br>BAY TOWEL INC<br>BAY TOWEL INC | R<br>R<br>R<br>R<br>R<br>R | 8/15/2017<br>8/15/2017<br>8/15/2017<br>8/15/2017<br>8/15/2017<br>8/15/2017 |          | 56.11CR<br>40.55CR<br>40.55CR<br>90.79CR<br>184.99CR<br>75.39CR | 082787<br>082787<br>082787<br>082787<br>082787<br>082787 | 488.38          |
| 0033   | BIRDSEYE DAIRY INC<br>I-58445<br>I-58456                                                    | BIRDSEYE DAIRY INC<br>BIRDSEYE DAIRY INC                                                           | R<br>R                     | 8/15/2017<br>8/15/2017                                                     |          | 364.79CR<br>306.46CR                                            | 082788<br>082788                                         | 671.25          |
| 6751   | BRIDGEPORT MFG. INC.<br>I-7979-00<br>I-8033-00                                              | BRIDGEPORT MFG. INC.<br>BRIDGEPORT MFG. INC.                                                       | R<br>R                     | 8/15/2017<br>8/15/2017                                                     |          | 1,187.02CR<br>240.18CR                                          | 082789<br>082789                                         | 1,427.20        |
| 2944   | BROWN COUNTY JAIL<br>I-201708087365                                                         | BROWN COUNTY JAIL                                                                                  | R                          | 8/15/2017                                                                  |          | 80.00CR                                                         | 082790                                                   | 80.00           |
| 0737   | BRUCE MUNICIPAL EQUIPMENT INC<br>I-P03953<br>I-P04031                                       | BRUCE MUNICIPAL EQUIPMENT INC<br>BRUCE MUNICIPAL EQUIPMENT INC                                     | R<br>R                     | 8/15/2017<br>8/15/2017                                                     |          | 625.79CR<br>84.24CR                                             | 082791<br>082791                                         | 710.03          |

Attachment: 8-15-17 VOUCHERS (6126 : Voucher Approval.)

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PACKET: 05633 AUG 2017 COUNCIL - 2 8-15-17

VENDOR SET: 01

BANK : AP ASSOCIATED

| VENDOR | NAME / I.D.                        | DESC                           | CHECK<br>TYPE | CHECK<br>DATE | DISCOUNT | AMOUNT     | CHECK<br>NO# | CHECK<br>AMOUNT |
|--------|------------------------------------|--------------------------------|---------------|---------------|----------|------------|--------------|-----------------|
| 6061   | CARRICO AQUATIC RESOURCES INC      |                                |               |               |          |            |              |                 |
|        | I-20172797                         | CARRICO AQUATIC RESOURCES INC  | R             | 8/15/2017     |          | 174.00CR   | 082792       |                 |
|        | I-20172798                         | CARRICO AQUATIC RESOURCES INC  | R             | 8/15/2017     |          | 575.00CR   | 082792       | 749.00          |
| 2708   | CLEANING SOLUTION SERVICES INC     |                                |               |               |          |            |              |                 |
|        | I-15032                            | CLEANING SOLUTION SERVICES INC | R             | 8/15/2017     |          | 1,105.24CR | 082793       |                 |
|        | I-15037                            | CLEANING SOLUTION SERVICES INC | R             | 8/15/2017     |          | 1,784.35CR | 082793       |                 |
|        | I-15052                            | CLEANING SOLUTION SERVICES INC | R             | 8/15/2017     |          | 1,416.56CR | 082793       | 4,306.15        |
| 6977   | COAST TO COAST SOLUTIONS           |                                |               |               |          |            |              |                 |
|        | I-IVC0082296                       | COAST TO COAST SOLUTIONS       | R             | 8/15/2017     |          | 532.01CR   | 082794       | 532.01          |
| 0217   | COUNTRY VISIONS COOPERATIVE        |                                |               |               |          |            |              |                 |
|        | I-201708087366                     | COUNTRY VISIONS COOPERATIVE    | R             | 8/15/2017     |          | 17.19CR    | 082795       | 17.19           |
| 6730   | DAMARC                             |                                |               |               |          |            |              |                 |
|        | I-34555                            | DAMARC                         | R             | 8/15/2017     |          | 170.00CR   | 082796       | 170.00          |
| 6526   | DE PERE BASEBALL                   |                                |               |               |          |            |              |                 |
|        | I-201708087367                     | DE PERE BASEBALL               | R             | 8/15/2017     |          | 4,589.00CR | 082797       | 4,589.00        |
| 1196   | DE PERE GIRLS SOFTBALL ASSOCIATION |                                |               |               |          |            |              |                 |
|        | I-201708087368                     | DE PERE GIRLS SOFTBALL ASSOCIA | R             | 8/15/2017     |          | 2,178.00CR | 082798       | 2,178.00        |
| 0998   | DE PERE RAPIDES YOUTH SOCCOR CLUB  |                                |               |               |          |            |              |                 |
|        | I-201708087369                     | DE PERE RAPIDES YOUTH SOCCOR C | R             | 8/15/2017     |          | 2,010.00CR | 082799       | 2,010.00        |
| 1626   | DE PERE YOUTH HOCKEY               |                                |               |               |          |            |              |                 |
|        | I-201708087370                     | DE PERE YOUTH HOCKEY           | R             | 8/15/2017     |          | 670.00CR   | 082800       | 670.00          |
| 0085   | EMERGENCY MEDICAL PRODUCTS INC     |                                |               |               |          |            |              |                 |
|        | I-1891619                          | EMERGENCY MEDICAL PRODUCTS INC | R             | 8/15/2017     |          | 199.36CR   | 082801       |                 |
|        | I-1921130                          | EMERGENCY MEDICAL PRODUCTS INC | R             | 8/15/2017     |          | 1,465.45CR | 082801       | 1,664.81        |
| 0086   | ERC INC                            |                                |               |               |          |            |              |                 |
|        | I-ERC-0717-2194                    | ERC INC                        | R             | 8/15/2017     |          | 408.00CR   | 082802       | 408.00          |
| 1      | EVANS, LORI                        |                                |               |               |          |            |              |                 |
|        | I-201708087371                     | TIEDYE EVENT                   | R             | 8/15/2017     |          | 4.00CR     | 082803       | 4.00            |
| 0091   | FASTENAL COMPANY                   |                                |               |               |          |            |              |                 |
|        | I-WIGRE350123                      | FASTENAL COMPANY               | R             | 8/15/2017     |          | 17.18CR    | 082804       | 17.18           |

Attachment: 8-15-17 VOUCHERS (6126 : Voucher Approval.)

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PACKET: 05633 AUG 2017 COUNCIL - 2 8-15-17

VENDOR SET: 01

BANK : AP ASSOCIATED

| VENDOR | NAME / I.D.                                                                                           | DESC                                                                                                                                     | CHECK<br>TYPE | CHECK<br>DATE                                                 | DISCOUNT | AMOUNT                                                           | CHECK<br>NO#                                   | CHECK<br>AMOUNT |
|--------|-------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------------------------------------------------|----------|------------------------------------------------------------------|------------------------------------------------|-----------------|
| 7096   | JAMES M. FICO PHD<br>I-201708087372                                                                   | JAMES M. FICO PHD                                                                                                                        | R             | 8/15/2017                                                     |          | 325.00CR                                                         | 082805                                         | 325.00          |
| 0200   | FIRST SUPPLY LLC<br>I-10589252-00<br>I-10624578-00<br>I-10624578-01<br>I-10638468-00<br>I-10659738-00 | FIRST SUPPLY LLC<br>FIRST SUPPLY LLC<br>FIRST SUPPLY LLC<br>FIRST SUPPLY LLC<br>FIRST SUPPLY LLC                                         | R             | 8/15/2017<br>8/15/2017<br>8/15/2017<br>8/15/2017<br>8/15/2017 |          | 0.86CR<br>59.17CR<br>94.21CR<br>94.21CR<br>32.80CR               | 082806<br>082806<br>082806<br>082806<br>082806 | 281.25          |
| 3304   | FISCHER-ULMAN CONST INC<br>I-17-05 (1)                                                                | FISCHER-ULMAN CONST INC                                                                                                                  | R             | 8/15/2017                                                     |          | 121,428.74CR                                                     | 082807                                         | 121,428.74      |
| 3547   | FORD CREDIT DEPT 67-434<br>I-1424219                                                                  | FORD CREDIT DEPT 67-434                                                                                                                  | R             | 8/15/2017                                                     |          | 20,920.33CR                                                      | 082808                                         | 20,920.33       |
| 2544   | GLOBAL RECOGNITION INC<br>I-167480                                                                    | GLOBAL RECOGNITION INC                                                                                                                   | R             | 8/15/2017                                                     |          | 31.95CR                                                          | 082809                                         | 31.95           |
| 6923   | GORDON FLESCH COMPANY INC.<br>I-PRI0001795                                                            | GORDON FLESCH COMPANY INC.                                                                                                               | R             | 8/15/2017                                                     |          | 62.00CR                                                          | 082810                                         | 62.00           |
| 5830   | GRAEF INC<br>I-93910<br>I-93918                                                                       | GRAEF INC<br>GRAEF INC                                                                                                                   | R             | 8/15/2017<br>8/15/2017                                        |          | 4,550.00CR<br>2,805.00CR                                         | 082811<br>082811                               | 7,355.00        |
| 0116   | GRAINGER INC<br>I-9469410709<br>I-9469410725<br>I-9469663844<br>I-9469663851<br>I-9470850943          | GRAINGER INC<br>GRAINGER INC<br>GRAINGER INC<br>GRAINGER INC<br>GRAINGER INC                                                             | R             | 8/15/2017<br>8/15/2017<br>8/15/2017<br>8/15/2017<br>8/15/2017 |          | 21.41CR<br>129.28CR<br>82.69CR<br>144.42CR<br>17.50CR            | 082812<br>082812<br>082812<br>082812<br>082812 | 395.30          |
| 0124   | GREEN BAY CITY TREASURER<br>I-110201<br>I-110208<br>I-110209                                          | GREEN BAY CITY TREASURER<br>GREEN BAY CITY TREASURER<br>GREEN BAY CITY TREASURER                                                         | R             | 8/15/2017<br>8/15/2017<br>8/15/2017                           |          | 36,457.25CR<br>205.79CR<br>210.65CR                              | 082813<br>082813<br>082813                     | 36,873.69       |
| 3521   | HD SUPPLY WATERWORKS LTD<br>I-H167964<br>I-H420975<br>I-H530610<br>I-H554933<br>I-H570147             | HD SUPPLY WATERWORKS LTD<br>HD SUPPLY WATERWORKS LTD<br>HD SUPPLY WATERWORKS LTD<br>HD SUPPLY WATERWORKS LTD<br>HD SUPPLY WATERWORKS LTD | R             | 8/15/2017<br>8/15/2017<br>8/15/2017<br>8/15/2017<br>8/15/2017 |          | 100,253.16CR<br>358.00CR<br>122.67CR<br>1,618.56CR<br>3,228.44CR | 082814<br>082814<br>082814<br>082814<br>082814 | 105,580.83      |

Attachment: 8-15-17 VOUCHERS (6126 : Voucher Approval.)

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PACKET: 05633 AUG 2017 COUNCIL - 2 8-15-17

VENDOR SET: 01

BANK : AP ASSOCIATED

| VENDOR | NAME / I.D.               | DESC                      | CHECK<br>TYPE | CHECK<br>DATE | DISCOUNT | AMOUNT       | CHECK<br>NO# | CHECK<br>AMOUNT |
|--------|---------------------------|---------------------------|---------------|---------------|----------|--------------|--------------|-----------------|
| 7208   | HOLIDAY WHOLESALE         |                           |               |               |          |              |              |                 |
|        | I-8287733                 | HOLIDAY WHOLESALE         | R             | 8/15/2017     |          | 160.94CR     | 082815       |                 |
|        | I-8287739                 | HOLIDAY WHOLESALE         | R             | 8/15/2017     |          | 131.28CR     | 082815       |                 |
|        | I-8296362                 | HOLIDAY WHOLESALE         | R             | 8/15/2017     |          | 47.24CR      | 082815       | 339.46          |
| 6342   | IDEA DINER                |                           |               |               |          |              |              |                 |
|        | I-201708087373            | IDEA DINER                | R             | 8/15/2017     |          | 225.50CR     | 082816       | 225.50          |
| 1399   | INDOFF INC                |                           |               |               |          |              |              |                 |
|        | I-2981245                 | INDOFF INC                | R             | 8/15/2017     |          | 213.62CR     | 082817       |                 |
|        | I-2984752                 | INDOFF INC                | R             | 8/15/2017     |          | 95.85CR      | 082817       |                 |
|        | I-2985601                 | INDOFF INC                | R             | 8/15/2017     |          | 30.52CR      | 082817       |                 |
|        | I-2987104                 | INDOFF INC                | R             | 8/15/2017     |          | 41.90CR      | 082817       |                 |
|        | I-2987451                 | INDOFF INC                | R             | 8/15/2017     |          | 50.80CR      | 082817       |                 |
|        | I-2988297                 | INDOFF INC                | R             | 8/15/2017     |          | 189.29CR     | 082817       |                 |
|        | I-2989183                 | INDOFF INC                | R             | 8/15/2017     |          | 249.95CR     | 082817       | 871.93          |
| 2602   | JOSSART BROTHERS INC      |                           |               |               |          |              |              |                 |
|        | I-17-01 (4)               | JOSSART BROTHERS INC      | R             | 8/15/2017     |          | 212,047.25CR | 082818       |                 |
|        | I-469                     | JOSSART BROTHERS INC      | R             | 8/15/2017     |          | 1,169.50CR   | 082818       |                 |
|        | I-470                     | JOSSART BROTHERS INC      | R             | 8/15/2017     |          | 1,182.25CR   | 082818       |                 |
|        | I-471                     | JOSSART BROTHERS INC      | R             | 8/15/2017     |          | 1,040.75CR   | 082818       |                 |
|        | I-472                     | JOSSART BROTHERS INC      | R             | 8/15/2017     |          | 671.70CR     | 082818       | 216,111.45      |
| 7620   | JT ENGINEERING INC        |                           |               |               |          |              |              |                 |
|        | I-170047-01               | JT ENGINEERING INC        | R             | 8/15/2017     |          | 30,374.00CR  | 082819       | 30,374.00       |
| 1276   | JX ENTERPRISES INC        |                           |               |               |          |              |              |                 |
|        | C-D-271950086             | JX ENTERPRISES INC        | R             | 8/15/2017     |          | 155.46       | 082820       |                 |
|        | C-D-271980034             | JX ENTERPRISES INC        | R             | 8/15/2017     |          | 72.80        | 082820       |                 |
|        | I-D-272050019             | JX ENTERPRISES INC        | R             | 8/15/2017     |          | 3.09CR       | 082820       |                 |
|        | I-D-272080014             | JX ENTERPRISES INC        | R             | 8/15/2017     |          | 94.00CR      | 082820       |                 |
|        | I-D-272090025             | JX ENTERPRISES INC        | R             | 8/15/2017     |          | 126.00CR     | 082820       |                 |
|        | I-D-272120028             | JX ENTERPRISES INC        | R             | 8/15/2017     |          | 317.20CR     | 082820       | 312.03          |
| 4584   | KRUCZEK CONST INC         |                           |               |               |          |              |              |                 |
|        | I-16-09 (7) FINAL         | KRUCZEK CONST INC         | R             | 8/15/2017     |          | 6,501.00CR   | 082821       | 6,501.00        |
| 3140   | KUNDINGER FLUID POWER INC |                           |               |               |          |              |              |                 |
|        | C-50440500                | KUNDINGER FLUID POWER INC | R             | 8/15/2017     |          | 100.01       | 082822       |                 |
|        | I-50442118                | KUNDINGER FLUID POWER INC | R             | 8/15/2017     |          | 24.73CR      | 082822       |                 |
|        | I-50443622                | KUNDINGER FLUID POWER INC | R             | 8/15/2017     |          | 157.75CR     | 082822       | 82.47           |

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| 0153   | LAFORCE INC            |                        |               |               |          |            |              |                 |
|        | I-1036902              | LAFORCE INC            | R             | 8/15/2017     |          | 133.72CR   | 082823       |                 |
|        | I-1038100              | LAFORCE INC            | R             | 8/15/2017     |          | 777.00CR   | 082823       |                 |
|        | I-1038134              | LAFORCE INC            | R             | 8/15/2017     |          | 126.66CR   | 082823       | 1,037.38        |
| 6577   | LAKELAND LAWN CARE     |                        |               |               |          |            |              |                 |
|        | I-70096                | LAKELAND LAWN CARE     | R             | 8/15/2017     |          | 1,095.00CR | 082824       | 1,095.00        |
| 0154   | LAMERS BUS LINES INC   |                        |               |               |          |            |              |                 |
|        | I-516005               | LAMERS BUS LINES INC   | R             | 8/15/2017     |          | 249.07CR   | 082825       |                 |
|        | I-516006               | LAMERS BUS LINES INC   | R             | 8/15/2017     |          | 238.11CR   | 082825       |                 |
|        | I-516007               | LAMERS BUS LINES INC   | R             | 8/15/2017     |          | 323.60CR   | 082825       | 810.78          |
| 4617   | LANGUAGE LINE SERVICES |                        |               |               |          |            |              |                 |
|        | I-4122914              | LANGUAGE LINE SERVICES | R             | 8/15/2017     |          | 4.66CR     | 082826       | 4.66            |
| 6198   | MAILFINANCE            |                        |               |               |          |            |              |                 |
|        | I-201708087374         | MAILFINANCE            | R             | 8/15/2017     |          | 314.73CR   | 082827       |                 |
|        | I-H6659530             | MAILFINANCE            | R             | 8/15/2017     |          | 300.00CR   | 082827       | 614.73          |
| 0163   | MCC INC                |                        |               |               |          |            |              |                 |
|        | I-115711               | MCC INC                | R             | 8/15/2017     |          | 388.00CR   | 082828       | 388.00          |
| 0173   | MENARDS INC            |                        |               |               |          |            |              |                 |
|        | I-10051                | MENARDS INC            | R             | 8/15/2017     |          | 17.44CR    | 082829       |                 |
|        | I-10183                | MENARDS INC            | R             | 8/15/2017     |          | 5.97CR     | 082829       |                 |
|        | I-10253                | MENARDS INC            | R             | 8/15/2017     |          | 48.91CR    | 082829       |                 |
|        | I-11459                | MENARDS INC            | R             | 8/15/2017     |          | 57.58CR    | 082829       |                 |
|        | I-11673                | MENARDS INC            | R             | 8/15/2017     |          | 253.88CR   | 082829       |                 |
|        | I-11765                | MENARDS INC            | R             | 8/15/2017     |          | 30.97CR    | 082829       |                 |
|        | I-11776                | MENARDS INC            | R             | 8/15/2017     |          | 70.64CR    | 082829       |                 |
|        | I-11786                | MENARDS INC            | R             | 8/15/2017     |          | 58.22CR    | 082829       |                 |
|        | I-11848                | MENARDS INC            | R             | 8/15/2017     |          | 5.84CR     | 082829       |                 |
|        | I-11863                | MENARDS INC            | R             | 8/15/2017     |          | 12.68CR    | 082829       |                 |
|        | I-11901                | MENARDS INC            | R             | 8/15/2017     |          | 46.77CR    | 082829       |                 |
|        | I-11959                | MENARDS INC            | R             | 8/15/2017     |          | 17.75CR    | 082829       |                 |
|        | I-11976                | MENARDS INC            | R             | 8/15/2017     |          | 24.97CR    | 082829       |                 |
|        | I-12222                | MENARDS INC            | R             | 8/15/2017     |          | 15.86CR    | 082829       |                 |
|        | I-7768                 | MENARDS INC            | R             | 8/15/2017     |          | 37.07CR    | 082829       |                 |
|        | I-8335                 | MENARDS INC            | R             | 8/15/2017     |          | 7.18CR     | 082829       |                 |
|        | I-8511                 | MENARDS INC            | R             | 8/15/2017     |          | 94.88CR    | 082829       |                 |
|        | I-8589                 | MENARDS INC            | R             | 8/15/2017     |          | 23.85CR    | 082829       |                 |
|        | I-8690                 | MENARDS INC            | R             | 8/15/2017     |          | 29.99CR    | 082829       |                 |
|        | I-8754                 | MENARDS INC            | R             | 8/15/2017     |          | 49.27CR    | 082829       |                 |
|        | I-8806                 | MENARDS INC            | R             | 8/15/2017     |          | 5.54CR     | 082829       |                 |
|        | I-9023                 | MENARDS INC            | R             | 8/15/2017     |          | 35.90CR    | 082829       |                 |
|        | I-9184                 | MENARDS INC            | R             | 8/15/2017     |          | 154.97CR   | 082829       |                 |
|        | I-9288                 | MENARDS INC            | R             | 8/15/2017     |          | 1.52CR     | 082829       |                 |
|        | I-9642                 | MENARDS INC            | R             | 8/15/2017     |          | 54.41CR    | 082829       |                 |
|        | I-9650                 | MENARDS INC            | R             | 8/15/2017     |          | 9.98CR     | 082829       |                 |
|        | I-9703                 | MENARDS INC            | R             | 8/15/2017     |          | 15.96CR    | 082829       |                 |
|        | I-9714                 | MENARDS INC            | R             | 8/15/2017     |          | 39.49CR    | 082829       |                 |
|        | I-9784                 | MENARDS INC            | R             | 8/15/2017     |          | 47.29CR    | 082829       | 1,274.78        |

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| *VOID* | VOID CHECK                     |                                | V             | 8/15/2017     |          |             | 082830       | **VOID**        |
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| 0524   | MJB INDUSTRIES INC             |                                |               |               |          |             |              |                 |
|        | I-5892                         | MJB INDUSTRIES INC             | R             | 8/15/2017     |          | 12,100.00CR | 082832       | 12,100.00       |
| 4909   | MOTION PICTURE LICENSING CORP  |                                |               |               |          |             |              |                 |
|        | I-504099082                    | MOTION PICTURE LICENSING CORP  | R             | 8/15/2017     |          | 584.87CR    | 082833       | 584.87          |
| 6555   | NES ECOLOGICAL SERVICES        |                                |               |               |          |             |              |                 |
|        | I-72454                        | NES ECOLOGICAL SERVICES        | R             | 8/15/2017     |          | 2,300.00CR  | 082834       | 2,300.00        |
| 3191   | NIELSON COMMUNICATIONS INC     |                                |               |               |          |             |              |                 |
|        | I-AR11246                      | NIELSON COMMUNICATIONS INC     | R             | 8/15/2017     |          | 526.64CR    | 082835       |                 |
|        | I-AT11338                      | NIELSON COMMUNICATIONS INC     | R             | 8/15/2017     |          | 49.90CR     | 082835       | 576.54          |
| 7606   | NORTHCENTRAL TECHNICAL COLLEGE |                                |               |               |          |             |              |                 |
|        | I-200141319                    | NORTHCENTRAL TECHNICAL COLLEGE | R             | 8/15/2017     |          | 134.80CR    | 082836       |                 |
|        | I-200141371                    | NORTHCENTRAL TECHNICAL COLLEGE | R             | 8/15/2017     |          | 134.80CR    | 082836       |                 |
|        | I-200141475                    | NORTHCENTRAL TECHNICAL COLLEGE | R             | 8/15/2017     |          | 528.40CR    | 082836       | 798.00          |
| 0531   | NORTHEAST AUTO PARTS INC       |                                |               |               |          |             |              |                 |
|        | I-323310                       | NORTHEAST AUTO PARTS INC       | R             | 8/15/2017     |          | 70.97CR     | 082837       |                 |
|        | I-323364                       | NORTHEAST AUTO PARTS INC       | R             | 8/15/2017     |          | 22.47CR     | 082837       |                 |
|        | I-323407                       | NORTHEAST AUTO PARTS INC       | R             | 8/15/2017     |          | 12.30CR     | 082837       |                 |
|        | I-323420                       | NORTHEAST AUTO PARTS INC       | R             | 8/15/2017     |          | 22.14CR     | 082837       |                 |
|        | I-323423                       | NORTHEAST AUTO PARTS INC       | R             | 8/15/2017     |          | 66.38CR     | 082837       |                 |
|        | I-323454                       | NORTHEAST AUTO PARTS INC       | R             | 8/15/2017     |          | 7.49CR      | 082837       |                 |
|        | I-323458                       | NORTHEAST AUTO PARTS INC       | R             | 8/15/2017     |          | 5.82CR      | 082837       | 207.57          |
| 0187   | NSIGHT TELSERVICES             |                                |               |               |          |             |              |                 |
|        | I-201708087376                 | NSIGHT TELSERVICES             | R             | 8/15/2017     |          | 64.40CR     | 082838       | 64.40           |
| 0255   | ONE LAW GROUP SC               |                                |               |               |          |             |              |                 |
|        | I-406-01M (259)                | ONE LAW GROUP SC               | R             | 8/15/2017     |          | 430.00CR    | 082839       | 430.00          |
| 0202   | PEPSI COLA NEW INC             |                                |               |               |          |             |              |                 |
|        | I-441262                       | PEPSI COLA NEW INC             | R             | 8/15/2017     |          | 41.28CR     | 082840       |                 |
|        | I-441265                       | PEPSI COLA NEW INC             | R             | 8/15/2017     |          | 73.20CR     | 082840       |                 |
|        | I-442672                       | PEPSI COLA NEW INC             | R             | 8/15/2017     |          | 56.40CR     | 082840       | 170.88          |

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| 6126   | PM SUPPLY - WRIGHT INDUSTRIAL         |                                 |               |               |          |            |              |                 |
|        | I-73309                               | PM SUPPLY - WRIGHT INDUSTRIAL   | R             | 8/15/2017     |          | 92.70CR    | 082841       | 92.70           |
| 1701   | PRAXAIR DISTRIBUTION INC              |                                 |               |               |          |            |              |                 |
|        | I-78161400                            | PRAXAIR DISTRIBUTION INC        | R             | 8/15/2017     |          | 22.30CR    | 082842       | 22.30           |
| 1246   | PREVEA HEALTH                         |                                 |               |               |          |            |              |                 |
|        | I-110798                              | PREVEA HEALTH                   | R             | 8/15/2017     |          | 334.45CR   | 082843       |                 |
|        | I-110835                              | PREVEA HEALTH                   | R             | 8/15/2017     |          | 413.50CR   | 082843       | 747.95          |
| 6991   | PROFESSIONAL SERVICE INDUSTRIES, INC. |                                 |               |               |          |            |              |                 |
|        | I-513841                              | PROFESSIONAL SERVICE INDUSTRIES | R             | 8/15/2017     |          | 5,860.75CR | 082844       | 5,860.75        |
| 0227   | REINDERS INC                          |                                 |               |               |          |            |              |                 |
|        | I-1695751-00                          | REINDERS INC                    | R             | 8/15/2017     |          | 436.90CR   | 082845       |                 |
|        | I-1697394-00                          | REINDERS INC                    | R             | 8/15/2017     |          | 160.30CR   | 082845       |                 |
|        | I-1697499-00                          | REINDERS INC                    | R             | 8/15/2017     |          | 401.49CR   | 082845       | 998.69          |
| 1890   | S I METALS AND SUPPLY                 |                                 |               |               |          |            |              |                 |
|        | I-199336                              | S I METALS AND SUPPLY           | R             | 8/15/2017     |          | 435.00CR   | 082846       | 435.00          |
| 3234   | SHERWIN WILLIAMS                      |                                 |               |               |          |            |              |                 |
|        | I-1394-7                              | SHERWIN WILLIAMS                | R             | 8/15/2017     |          | 70.19CR    | 082847       |                 |
|        | I-1395-4                              | SHERWIN WILLIAMS                | R             | 8/15/2017     |          | 12.58CR    | 082847       |                 |
|        | I-2122-1                              | SHERWIN WILLIAMS                | R             | 8/15/2017     |          | 140.38CR   | 082847       |                 |
|        | I-3258-3                              | SHERWIN WILLIAMS                | R             | 8/15/2017     |          | 40.89CR    | 082847       |                 |
|        | I-9628-7                              | SHERWIN WILLIAMS                | R             | 8/15/2017     |          | 193.98CR   | 082847       | 458.02          |
| 6180   | SKID & PALLET SERVICE                 |                                 |               |               |          |            |              |                 |
|        | I-10463                               | SKID & PALLET SERVICE           | R             | 8/15/2017     |          | 1,875.00CR | 082848       | 1,875.00        |
| 0252   | SOUTHSIDE TIRE CO INC                 |                                 |               |               |          |            |              |                 |
|        | I-3064016                             | SOUTHSIDE TIRE CO INC           | R             | 8/15/2017     |          | 18.00CR    | 082849       | 18.00           |
| 0999   | STAPLES ADVANTAGE                     |                                 |               |               |          |            |              |                 |
|        | I-3345679968                          | STAPLES ADVANTAGE               | R             | 8/15/2017     |          | 27.74CR    | 082850       | 27.74           |
| 0752   | SYSTEMS FURNITURE INC                 |                                 |               |               |          |            |              |                 |
|        | I-31191                               | SYSTEMS FURNITURE INC           | R             | 8/15/2017     |          | 383.00CR   | 082851       | 383.00          |
| 1528   | TEAM APPAREL & SPECIALTIES INC        |                                 |               |               |          |            |              |                 |
|        | I-105756                              | TEAM APPAREL & SPECIALTIES INC  | R             | 8/15/2017     |          | 60.00CR    | 082852       | 60.00           |

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| 3660   | TEAM MOTORSPORTS             |                              |               |               |          |            |              |                 |
|        | I-183320                     | TEAM MOTORSPORTS             | R             | 8/15/2017     |          | 37.50CR    | 082853       | 37.50           |
| 0268   | TRUCK EQUIPMENT INC          |                              |               |               |          |            |              |                 |
|        | I-750109-00                  | TRUCK EQUIPMENT INC          | R             | 8/15/2017     |          | 1,100.37CR | 082854       |                 |
|        | I-750109-01                  | TRUCK EQUIPMENT INC          | R             | 8/15/2017     |          | 25.95CR    | 082854       | 1,126.32        |
| 0417   | TWEET GAROT MECHANICAL INC   |                              |               |               |          |            |              |                 |
|        | I-47718                      | TWEET GAROT MECHANICAL INC   | R             | 8/15/2017     |          | 379.50CR   | 082855       |                 |
|        | I-49207                      | TWEET GAROT MECHANICAL INC   | R             | 8/15/2017     |          | 1,067.50CR | 082855       |                 |
|        | I-49210                      | TWEET GAROT MECHANICAL INC   | R             | 8/15/2017     |          | 1,375.50CR | 082855       |                 |
|        | I-49237                      | TWEET GAROT MECHANICAL INC   | R             | 8/15/2017     |          | 57.30CR    | 082855       |                 |
|        | I-49793                      | TWEET GAROT MECHANICAL INC   | R             | 8/15/2017     |          | 388.00CR   | 082855       | 3,267.80        |
| 0272   | UNIFORM SHOPPE INC           |                              |               |               |          |            |              |                 |
|        | I-268477                     | UNIFORM SHOPPE INC           | R             | 8/15/2017     |          | 33.95CR    | 082856       |                 |
|        | I-268528                     | UNIFORM SHOPPE INC           | R             | 8/15/2017     |          | 35.95CR    | 082856       |                 |
|        | I-268589                     | UNIFORM SHOPPE INC           | R             | 8/15/2017     |          | 163.80CR   | 082856       |                 |
|        | I-268896                     | UNIFORM SHOPPE INC           | R             | 8/15/2017     |          | 40.00CR    | 082856       | 273.70          |
| 7015   | US BANK EQUIPMENT FINANCE    |                              |               |               |          |            |              |                 |
|        | I-336522172                  | US BANK EQUIPMENT FINANCE    | R             | 8/15/2017     |          | 207.50CR   | 082857       | 207.50          |
| 0720   | VACUUM PUMP & COMPRESSOR INC |                              |               |               |          |            |              |                 |
|        | I-78298-00                   | VACUUM PUMP & COMPRESSOR INC | R             | 8/15/2017     |          | 433.24CR   | 082858       | 433.24          |
| 2645   | WI DEPT OF JUSTICE           |                              |               |               |          |            |              |                 |
|        | I-201708087377               | WI DEPT OF JUSTICE           | R             | 8/15/2017     |          | 49.00CR    | 082859       | 49.00           |
| 3886   | WI DEPT OF JUSTICE           |                              |               |               |          |            |              |                 |
|        | I-CIB17-019602010204         | WI DEPT OF JUSTICE           | R             | 8/15/2017     |          | 150.00CR   | 082860       | 150.00          |
| 6469   | WI DOCUMENT IMAGING          |                              |               |               |          |            |              |                 |
|        | I-79578                      | WI DOCUMENT IMAGING          | R             | 8/15/2017     |          | 474.49CR   | 082861       | 474.49          |
| 1181   | WI PARK AND RECREATION ASSOC |                              |               |               |          |            |              |                 |
|        | I-201708087378               | WI PARK AND RECREATION ASSOC | R             | 8/15/2017     |          | 300.00CR   | 082862       |                 |
|        | I-201708087379               | WI PARK AND RECREATION ASSOC | R             | 8/15/2017     |          | 300.00CR   | 082862       | 600.00          |
| 1210   | WIL KIL PEST CONTROL         |                              |               |               |          |            |              |                 |
|        | I-3175965                    | WIL KIL PEST CONTROL         | R             | 8/15/2017     |          | 107.50CR   | 082863       |                 |
|        | I-3178480                    | WIL KIL PEST CONTROL         | R             | 8/15/2017     |          | 110.00CR   | 082863       | 217.50          |

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A / P CHECK REGISTER

PAGE: 9

PACKET: 05633 AUG 2017 COUNCIL - 2 8-15-17

VENDOR SET: 01

BANK : AP ASSOCIATED

| VENDOR | NAME / I.D.     | DESC         | CHECK<br>TYPE | CHECK<br>DATE | DISCOUNT | AMOUNT | CHECK<br>NO# | CHECK<br>AMOUNT |
|--------|-----------------|--------------|---------------|---------------|----------|--------|--------------|-----------------|
| 1      | ZALEWSKI, JENNA |              |               |               |          |        |              |                 |
|        | I-201708087380  | TIEDYE EVENT | R             | 8/15/2017     |          | 4.00CR | 082864       | 4.00            |

| * * T O T A L S * * | NO# | DISCOUNTS | CHECK AMT  | TOTAL APPLIED |
|---------------------|-----|-----------|------------|---------------|
| REGULAR CHECKS:     | 82  | 0.00      | 624,793.12 | 624,793.12    |
| HANDWRITTEN CHECKS: | 0   | 0.00      | 0.00       | 0.00          |
| PRE-WRITE CHECKS:   | 0   | 0.00      | 0.00       | 0.00          |
| DRAFTS:             | 0   | 0.00      | 0.00       | 0.00          |
| VOID CHECKS:        | 2   | 0.00      | 0.00       | 0.00          |
| NON CHECKS:         | 0   | 0.00      | 0.00       | 0.00          |
| CORRECTIONS:        | 0   | 0.00      | 0.00       | 0.00          |
| REGISTER TOTALS:    | 84  | 0.00      | 624,793.12 | 624,793.12    |

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

Attachment: 8-15-17 VOUCHERS (6126 : Voucher Approval.)

8/08/2017 4:58 PM

A / P CHECK REGISTER

PAGE: 10

PACKET: 05633 AUG 2017 COUNCIL - 2 8-15-17

VENDOR SET: 01

BANK : AP ASSOCIATED

| VENDOR | NAME / I.D. | DESC | CHECK<br>TYPE | CHECK<br>DATE | DISCOUNT | AMOUNT | CHECK<br>NO# | CHECK<br>AMOUNT |
|--------|-------------|------|---------------|---------------|----------|--------|--------------|-----------------|
|--------|-------------|------|---------------|---------------|----------|--------|--------------|-----------------|

## \*\* POSTING PERIOD RECAP \*\*

| FUND  | PERIOD | AMOUNT       |
|-------|--------|--------------|
| 100   | 8/2017 | 125,409.34CR |
| 201   | 8/2017 | 51,112.19CR  |
| 210   | 8/2017 | 2,805.00CR   |
| 293   | 8/2017 | 30,374.00CR  |
| 405   | 8/2017 | 345,848.05CR |
| 460   | 8/2017 | 2,300.00CR   |
| 601   | 8/2017 | 61,289.85CR  |
| 650   | 8/2017 | 5,654.69CR   |
| ===== |        |              |
| ALL   |        | 624,793.12CR |

Attachment: 8-15-17 VOUCHERS (6126 : Voucher Approval.)

## City of De Pere, Wisconsin

**Request For Common Council Action**

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**MEETING DATE:** August 15, 2017  
**DEPARTMENT:** City Clerk-Treasurer  
**FROM:** Shana Ledvina  
**SUBJECT:** Operator License Applications.

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**ATTACHMENTS:**

- 08-15-17 (PDF)

CITY OF DE PERE  
License Committee - August 15, 2017

| <b>Previously Tabled Operator License Applications</b> |                    |
|--------------------------------------------------------|--------------------|
| 1                                                      | MARTENS, LAUREN M. |
| 2                                                      | BUSCH, SONIA A.    |

| <b>New Operator License Applications</b> |                                  |
|------------------------------------------|----------------------------------|
| 1                                        | BAKER, TYLER S.                  |
| 2                                        | BOYER II, GARY D.                |
| 3                                        | BRISSON, CHRISTI L.              |
| 4                                        | CHRISTENSEN, BENNETT J.          |
| 5                                        | ELWELL, DANIELLE D.              |
| 6                                        | EVANS, MARY E.                   |
| 7                                        | GOVIN, DYLAN P.                  |
| 8                                        | HINZEL, CHRISTOPHER M.           |
| 9                                        | JARVAIS, TRAVIS L.               |
| 10                                       | KLINKHAMMER, PAUL J.             |
| 11                                       | LE MAY, ANDREW D.                |
| 12                                       | MACOVEI, INA                     |
| 13                                       | PARLOW, JOHN L.                  |
| 14                                       | STIEGLITZ-VAN VONDEREN, SADIE B. |
| 15                                       | WENTLAND, DANIEL V.              |