



Common Council

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Agenda

Tuesday, December 15, 2020

7:30 PM

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 **December 15, 2020** at **7:30 PM**.

Due to the current public health emergency, the meeting will be held electronically and the public may attend this meeting electronically or telephonically by accessing either:

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/DePere>

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

THIS MEETING WILL NOT BE HELD IN PERSON.

This meeting may also be rebroadcast on TV throughout the week and available on demand at <http://deperewi.iqm2.com/>.

I. Call to Order

1. Roll Call
2. Approval of the minutes of the December 1, 2020 Common Council and Redevelopment Authority meeting.
3. Approval of the minutes of the December 1, 2020 Common Council meeting.
4. Public Hearing exercising special assessment powers for sanitary sewer, water main, storm sewer and storm water management services on Garroman Drive.
 - A. Notice of Public Hearing.
 - B. Recommendation from the Board of Public Works.
 - C. Resolution #20-124 Final Resolution Authorizing Sanitary Sewer, Water Main, Storm Sewer and Storm Water Management Improvements and Levying Special Assessments Against Benefited Property (Garroman Drive).
5. Recommendation from staff to award contract 20-23 City Security Cameras to Elmstar Electric Corporation in the amount of \$53,377
6. Recommendation from Sustainability Commission to approve 2021 Baseline Assessment Projects
7. Recommendation from the Board of Park Commissioners to Approve Request to Allocate Five (5) Family Pool Memberships to 2021 Special Events and Programming.

8. Recommendation from the Business Improvement District Board to Approve the De Pere Business Improvement District 2021 Operating Plan.
9. Ordinance #20-23 Amending Chapter 150 De Pere Municipal Code Regarding Traffic Regulations (Schedule G. Parking).
10. Ordinance #20-24 Amending Chapter 23 De Pere Municipal Code to Provide Penalties for Commercial Application and Sale of Coal Tar and Other High-PAH Sealant Products.
11. Resolution #20-125 Establishing Penalties for Violations of Chapter 23 De Pere Municipal Code Regulating the Application and Sale of Coal Tar and Other High-PAH Sealant Products.
12. Resolution #20-126 Terminating Suspension of Garbage and Recycling Limits and Preparation Thereof.
13. Resolution #20-127 Authorizing Municipal Project Agreement with Brown County (Traffic Signal Construction on Grant and Allard Streets).
14. Resolution #20-128 Authorizing Agreement for Consulting Services Between the City of De Pere and OMNNI Associates, Inc. (Grant and Allard Street Intersection Modifications and Signals & Grant Street Pedestrian Crossing).
15. Resolution #20-129 Authorizing Issuance of a Promissory Note for Temporary Borrowing of \$250,000 for Public Purposes.
16. Consideration and Approval of Certain Fees for 2021.

A. Resolution #20-130, Regarding Certain Fees.

B. Resolution #20-131, Regarding De Pere Parks, Recreation and Forestry Recreation Programs, Swimming Pool and Community Center Fees 2021.

17. Resolution #20-132 Authorizing Staffing Amendments to Parks, Recreation & Forestry Department and Related Changes to City's Table of Organization and Compensation Plan.
18. Resolution #20-133 Authorizing Agreement for Contractor Services Between the City of De Pere and Midwest Athletic Fields, LLC (VFW Softball Field Renovation).
19. Resolution 20-134 Authorizing Dry Fire Hydrant Agreement Between Ahlstrom-Munksjo Nicolet LLC and the City of De Pere.
20. Resolution #20-135 Accepting Brown County Crime Prevention Funding Board Grant to Police Department.
21. Voucher approval.
22. COVID-19 update from the Health Department.
23. Future agenda items.
24. Consideration of and Possible Action on Public Works Contract 16-04B Dispute Involving Relyco, Inc.

PLEASE TAKE NOTICE THAT pursuant to Wis. Stats. §19.85(1)(g), the Council may convene in closed session for the purpose of conferring with legal counsel for the governmental body who is rendering oral or

written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

The Council may then reconvene in open session to take action on any matter discussed in closed session or for such other purposes as are allowed by law.

25. Adjournment.

Carey Danen
City Clerk

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

Agenda Sent To:
Alderspersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
G&G Rebuilders
Josh Viet, Midwest Athletic Fields



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: City Clerk

FROM: Ann Ledvina

SUBJECT: Approval of the minutes of the December 1, 2020 Common Council and Redevelopment Authority meeting.

ATTACHMENTS:

- 12-1-20 Joint RDA Common Council Minutes_Draft (PDF)



Common Council and Redevelopment Authority

335 South Broadway
De Pere, WI 54115

<https://www.deperewi.gov/>

Special Untelevised

Draft Minutes

Tuesday, December 1, 2020

6:00 PM

1. Call to Order. The meeting was called to order at 6:00 PM by Mayor James Boyd.

Attendee Name	Title	Status	Arrived
Jerry Henrigillis	Board Member	Absent	
Carol Karls	Board Member	Present	
Ted Penn	Chairperson	Present	
Tina Quigley	Board Member	Present	
Lisa VandenAvond	Board Member	Present	
Joe Van Deurzen	Board Member	Absent	
Julie Van Straten	Vice Chair	Present	
Dan Carpenter	Aldersperson	Present	
Mike Eserkahn	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Amy Chandik Kunderger	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Present	
Casey Nelson	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Kelly Ruh	Aldersperson	Present	
James Boyd	Mayor	Present	

2. Consideration of the Redevelopment Agreement Between the City of De Pere, the Redevelopment Authority of the City of De Pere and the De Pere Cultural Foundation, Inc.

Development Services Director Dan Lindstrom provided an overview of the site plan for the project.

Aldersperson Raasch moved, seconded by Aldersperson Hansen to close the meeting at 6:20 PM. Upon roll call vote, motion carried unanimously.

Aldersperson Raasch moved, seconded by Aldersperson Kunderger to open the meeting at 7:27 PM. Upon roll call vote, motion carried unanimously.

3. Redevelopment Authority Resolution #20-02 Authorizing and Approving the Redevelopment Agreement Between the City of De Pere, the Redevelopment Authority of the City of De Pere, and the De Pere Cultural Foundation, Inc.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ted Penn, Chairman
SECONDER:	Tina Quigley, Board Member
AYES:	Karls, Penn, Quigley, VandenAvond
ABSTAIN:	Van Straten

4. Resolution #20-122 Authorizing and Approving the Redevelopment Agreement Between the City of De Pere, the Redevelopment Authority of the City of De Pere and the De Pere Cultural Foundation, Inc.

Aldersperson Raasch moved, seconded by Aldersperson Hansen to approve the resolution with the funding for infrastructure improvements to come from stadium tax refund monies and unassigned reserves.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Jonathon Hansen, Aldersperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

5. Adjournment

Aldersperson Kunding moved, seconded by Aldersperson Ledvina to adjourn the meeting at 7:30 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Approval of the minutes of the December 1, 2020 Common Council meeting.

ATTACHMENTS:

- 12-1-20 Common Council Minutes_Draft (PDF)



Common Council

Regular Meeting

335 South Broadway
De Pere, WI 54115
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Draft Minutes

Tuesday, December 1, 2020

7:30 PM

1. Call to Order. The meeting was called to order at 7:30 PM by Mayor James Boyd.

Attendee Name	Title	Status	Arrived
Dan Carpenter	Aldersperson	Present	
Mike Eserkaln	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Amy Chandik Kunding	Aldersperson	Present	
Shana Defnet Ledvina	Aldersperson	Present	
Casey Nelson	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Kelly Ruh	Aldersperson	Present	
James Boyd	Mayor	Present	

2. Approval of the minutes of the November 17, 2020 Common Council meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Casey Nelson, Aldersperson
SECONDER:	Dan Carpenter, Aldersperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

3. Public Hearing on the rezoning of Parcel ED-812 at 221 S Broadway St from B-1 PDD (Central Business District with Planned Development District Overlay); Parcel ED-914 at 135 S Wisconsin St from R-4 (General Residence Office District); and part of Parcel ED-920 at 200 BLK S Michigan St from R-4 (General Residence Office District) to B-1 (Central Business District).

A. Notice of Public Hearing.

City Clerk Carey Danen announced that the public hearing notice was published in the Green Bay Press-Gazette on November 16 and November 23, 2020.

B. Recommendation from the Plan Commission.

Mayor Boyd declared the public hearing open; no one wished to speak so he declared the public hearing closed.

C. Ordinance #20-22 Rezoning Certain Property (Parcels ED-812, ED-914, and part of ED-920).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Dan Carpenter, Aldersperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

4. Presentation on the East River Community Resiliency project.
- Blake Neumann from The Nature Conservancy – Wisconsin explained that the purpose of the project is to address flooding and water quality concerns in the East River watershed. They plan to build networks, share knowledge and resources between community agencies, and find solutions.

5. Recommendation from the Board of Park Commissioners to Approve Eagle Scout Request to Install Equipment at Dog Park.

Mayor Boyd thanked Eagle Scout Jeremy Weller for his contribution to the City.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Defnet Ledvina, Nelson, Raasch, Ruh

6. Ordinance #20-20 Amending Chapter 150 De Pere Municipal Code Regarding Traffic Regulations (Schedule G. Parking and Schedule C. Yield Right-of-Way Intersections). Second Reading.

RESULT:	ADOPTED [6 TO 2]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Eserkaln, Hansen, Kunding, Ledvina, Nelson, Ruh
NAYS:	Dan Carpenter, Dean Raasch

7. Resolution #20-123 Approving Facade Improvement Project and Authorizing Disbursement of Grant (330 Main Avenue - Parcel WD-371).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

8. Voucher approval.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

9. COVID-19 update from the Health Department.

Health Director Deborah Armbruster reported that they could possibly receive vaccine as soon as the end of December or early January. Phase 1A will most likely include hospital and EMS workers, and residents of long term care facilities. She also answered Council

members' questions on vaccine manufacturers and potential changes to the CDC's recommendation on length of quarantine. Discussion followed on the local school districts' plans for in-person learning.

10. Future agenda items.

None.

11. Adjournment.

Aldersperson Nelson moved, seconded by Aldersperson Carpenter to adjourn the meeting at 8:14 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: City Attorney

FROM: Angela Zills

SUBJECT: C. Resolution #20-124 Final Resolution Authorizing Sanitary Sewer, Water Main, Storm Sewer and Storm Water Management Improvements and Levying Special Assessments Against Benefited Property (Garroman Drive).

ATTACHMENTS:

- Reso20-124 (PDF)
- Public Hearing Notice_Special Assessment_Garroman Drive (PDF)
- 2020 1109 CI-BOPW-Garroman Special Assessment (PDF)
- GARRITYS GLEN ASSEMENT EXHIBIT (PDF)
- CI-CALC-Schedule B Garroman Assessment (PDF)
- CI-CALC-Schedule C Garroman Assessment (PDF)
- CI-CALC Schedule D Garroman Assessment (PDF)

RESOLUTION #20-124

FINAL RESOLUTION AUTHORIZING SANITARY SEWER, WATER MAIN, STORM SEWER AND
STORM WATER MANAGEMENT IMPROVEMENTS AND LEVYING SPECIAL ASSESSMENTS
AGAINST BENEFITED PROPERTY
(Garroman Drive)

WHEREAS, the Common Council of the City of De Pere having declared its intention to exercise its police power to levy special assessments pursuant to Wis. Stats. §66.0703, for improvements constructed within the areas described below and special assessments to be levied on a reasonable basis upon the property benefited thereby; said improvements to include sanitary sewer, water main, storm sewer and storm water management improvements and incidentals therefore where necessary and required. Said improvements shall be constructed in, and the properties benefiting therefrom are contained within, the following described areas or abutting streets:

SANITARY SEWER, WATER MAIN, STORM SEWER AND STORM WATER MANAGEMENT SYSTEM –GARROMAN DRIVE

South side of Garroman Drive from Lawrence Drive to 520 feet east of Lawrence Drive

WHEREAS, the City Clerk has published a Notice of Public Hearing regarding such improvements and, pursuant thereto, a public hearing has been held at the City Hall Council Chambers on the 15th day of December, 2020 at 7:35 p.m., whereupon the Common Council heard all interested parties or their agents or attorneys;

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

1. The report of the Board of Public Works of the City of De Pere, as compiled by the Director of Public Works, pertaining to the construction of the above described improvements, including plans and specifications therefore (as modified*) is hereby adopted and approved.

2. The Common Council, based on its view of the property and its review of such report, determines that the above described properties are benefited by such public improvements and that the benefits and amounts assessed against each parcel on the basis shown in the report (as modified*), representing an exercise of police power, are determined to be on a reasonable basis and are hereby confirmed and approved.

3. Payment for the public improvements shall be made by assessing the cost therefore against the above described benefited properties as indicated in such report.

4. The assessments hereby levied for said improvements shall be paid upon the occurrence of the earliest of the following:

- (1) No interest imputed if payment of assessment made in full within 30 days of invoice;
- (2) If not paid within 30 days of invoice, payment shall be made in two (2) yearly installments once the assessment is due, together with interest on the unpaid balance thereon at the rate of 1.97%, with payment in full due upon transfer of the property;
- (3) Upon transfer of ownership of any parcel or part of a parcel against which assessments are levied. If title to part of such parcel is transferred, only such assessments that are attributable to part transferred shall become due and payable upon transfer.

Resolution #20-124

Page 3 of 3

5. The total amount assessed benefited properties shall not exceed the total cost of the improvements.

6. The City Clerk is hereby directed to publish this resolution in the Green Bay Press Gazette as a Class 1 Notice.

7. The City Clerk is further directed to mail a copy of this resolution to the property owners whose names appear on the assessment roll whose address is known or can, with reasonable diligence, be ascertained.

8. If any section, sentence, or clause of this resolution or any special assessment set forth or referenced herein shall be declared invalid for any reason whatsoever, such decision shall not affect the remaining sections or assessments approved herein, which shall remain in full force and effect.

9. This resolution shall remain in full force and effect from and after its passage and publication according to law.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 15th day of December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

* Strike if not modified by the Council

Publish: December 1, 2020 in the Green Bay Press-Gazette (Class 1 Notice)

NOTICE OF PUBLIC HEARING

Notice is Hereby given, that on **Tuesday, December 15, 2020** 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 the following:

Intention to Exercise Special Assessment Powers Under Section 66.0703, Wis. Stats. For Sanitary Sewer, Water Main, Storm Sewer and Storm Water Management on Garroman Drive.

A proposed report incorporating the recommendation of the Board of Public Works and consisting of preliminary plans and specifications for said improvements, an estimate of the entire cost of the proposed improvements, a schedule of the proposed assessments, and a statement that the property against which the assessments are proposed is benefited will be filed with the City Clerk's office for public inspection by appointment.

Dated this 30th day of November, 2020.

BY ORDER OF THE COMMON COUNCIL

James G. Boyd
Mayor

Carey E. Danen
City Clerk

CITY OF DE PERE MEMO



To: Honorable Mayor Boyd
Members of the Board of Public Works

From: Eric P. Rakers, P.E., City Engineer

Date: November 9, 2020

RE: Consideration and possible action on Preliminary Resolution for Special Assessment for Garroman Drive*

Garrity's Glen Subdivision, Fourth Addition was constructed in 2019 and 2020. The purpose for this item is to special assess improvements for Parcel WD-L482-1(2535 Lawrence Drive) that was not developed with the subdivision, but benefits from infrastructure installed on Garroman Drive for the subdivision.

Recommendation

In 2019 and 2020, Garroman Drive was extended adjacent on the north property line of WD-L482-1 (2535 Lawrence Drive). At the beginning of the project, the City had been in discussions to acquire right of way from 2535 Lawrence Drive in exchange for the cost of utility extensions (south half of right of way). That agreement never came to fruition and the City constructed the road on the north half of the right of way.

As part of the Garroman Drive extension; sanitary, water main, and storm sewer were constructed adjacent to 2535 Lawrence Drive. In addition to the utilities, a storm water management pond was constructed downstream of the storm sewer. These facilities will ultimately provide service to 2535 Lawrence Drive in the future. As such, part of the costs associated for the mainline construction of sanitary sewer, water main, storm sewer, and pond are being assessed against the property. The proposed assessments are as follows:

- Sanitary Sewer and Water Main - \$36,979.10
- Storm Sewer - \$17,088.03
- Storm Water Management - \$4,912.44

There will be future charges for the parcel when developed including the construction of the remaining portion of Garroman Drive, sanitary and storm laterals, and water services.

Staff is proposing to defer the costs for five years with no interest.

Recommendation

Staff recommends that the Board adopt the preliminary resolution to the Common Council to schedule a public hearing. The property should be included in the assessment schedule.

Attachments:

- Resolution #20 – Garroman Preliminary Resolution (PDF)
- Special Assessment Boundary Map (PDF)
- Schedule B, C, & D Sanitary Sewer (PDF)

GARROMAN DRIVE ASSESSMENT AREA

GARRITYS GLEN
SOUTH SUBDIVISION

ASSESSMENT
AREA



1 inch = 250 feet



Engineering Division
925 S. 6TH ST.
De Pere, WI 54115
Office: 920-339-4061
Fax: 920-339-4071

Garroman Drive
Assessment
Area

Project:
19-11

11-2020

Packet Pg. 18

SCHEDULE B
COST OF PROPOSED IMPROVEMENTS
GARROMAN DRIVE ASSESSMENTS
GARRITY'S GLEN SOUTH SUBDIVISION-UTILITIES AND POND
September 9, 2020

UTILITY AND STORM WATER MANAGEMENT POND COST ALLOCATION

NOTE: DOES NOT INCLUDE CONTINGENCY

Main Line Sanitary Sewer and Water Main

No.	Item	Unit	Final Amount	Unit Price	Total Cost	Assessable
Sanitary Sewer						
SS-01	Provide 8" PVC Sanitary Sewer	LF	3959	\$65.00	\$257,335.00	\$257,335.00
SS-08	Provide 4' Diameter Sanitary Sewer Manhole	VF	192.33	\$264.00	\$50,775.12	\$50,775.12
SS-09	Core Drill Sanitary Manhole	EA	1	\$3,000.00	\$3,000.00	\$3,000.00
SC-08	Reconstruct Manhole	VF	7.5	\$250.00	\$1,875.00	\$1,875.00
Water Main						
W-01	Provide 12" PVC Water Main (Granular Backfill)	LF	122	\$58.00	\$7,076.00	\$7,076.00
W-02	Provide 8" PVC Water Main (Granular Backfill)	LF	245	\$46.00	\$11,270.00	\$11,270.00
W-04	Provide 12" PVC Water Main (Natural Backfill)	LF	1101.5	\$40.00	\$44,060.00	\$44,060.00
W-05	Provide 8" PVC Water Main (Natural Backfill)	LF	3331	\$26.00	\$86,606.00	\$86,606.00
W-10	Provide 2" Corporation with Plug/Saddle with 2" HDPE	EA	2	\$1,276.00	\$2,552.00	\$2,552.00
W-11	Provide 12" Gate Valve	EA	2	\$2,843.00	\$5,686.00	\$5,686.00
W-12	Provide 8" Gate Valve	EA	9	\$1,677.00	\$15,093.00	\$15,093.00
W-13	Provide 6" Gate Valve	EA	3	\$1,226.00	\$3,678.00	\$3,678.00
W-15	Provide Connection to Existing Water Main	EA	2	\$1,500.00	\$3,000.00	\$3,000.00
W-16	Provide Connection to Existing Water Main 12"x 12" Tapping Tee and Valve	EA	1	\$6,500.00	\$6,500.00	\$6,500.00
W-17	Provide Hydrant (6.5' Bury)	EA	11	\$3,950.00	\$43,450.00	\$43,450.00
W-18	Provide 6" PVC Hydrant Lead	LF	60	\$31.00	\$1,860.00	\$1,860.00
W-19	Provide Water Main Offset	EA	3	\$3,000.00	\$9,000.00	\$9,000.00
W-21	Remove Hydrant	EA	2	\$550.00	\$1,100.00	\$1,100.00
Sub-Total					\$553,916.12	\$553,916.12
Technical, Legal, and Administration					\$110,783.22	\$110,783.22
Total Cost					\$664,699.34	\$664,699.34
Total Project Cost					\$664,699.34	

Main Line Storm Sewer

No.	Item	Unit	Final Amount	Unit Price	Total Cost	Assessable
ST-01	Provide 36" RCP Class III Storm Sewer (Granular Backfill)	LF	189	\$62.00	\$11,718.00	\$11,718.00
ST-02	Provide 30" PVC, RCP Class III, or PP Storm Sewer (Granular Backfill)	LF	327	\$52.00	\$17,004.00	\$17,004.00
ST-03	Provide 24" PVC, RCP Class III, or PP Storm Sewer (Granular Backfill)	LF	122	\$43.00	\$5,246.00	\$5,246.00
ST-04	Provide 21" PVC or RCP Class III Storm Sewer (Granular Backfill)	LF	649	\$41.00	\$26,609.00	\$26,609.00
ST-05	Provide 18" PVC or RCP Class III Storm Sewer (Granular Backfill)	LF	584	\$38.00	\$22,192.00	\$22,192.00
ST-06	Provide 15" PVC or RCP Class III Storm Sewer (Granular Backfill)	LF	897	\$36.00	\$32,292.00	\$32,292.00
ST-07	Provide 12" PVC or RCP Class III Storm Sewer (Granular Backfill)	LF	1559	\$31.00	\$48,329.00	\$48,329.00
ST-08	Provide 8" PVC Storm Sewer (Granular Backfill)	LF	1320	\$26.00	\$34,320.00	\$34,320.00
ST-10	Provide 36" RCP Class III Storm Sewer (Natural Backfill)	LF	26.5	\$56.00	\$1,484.00	\$1,484.00
ST-11	Provide 15" PVC or RCP Class III Storm Sewer (Natural Backfill)	LF	165	\$28.00	\$4,620.00	\$4,620.00
ST-19	Provide 6' Diameter Storm Manhole	VF	12.53	\$514.00	\$6,440.42	\$6,440.42
ST-20	Provide 5' Diameter Storm Manhole	VF	24.19	\$474.00	\$11,466.06	\$11,466.06
ST-21	Provide 4' Diameter Storm Manhole	VF	144.08	\$383.00	\$55,182.64	\$55,182.64
ST-24	Connect to Structure and/or Existing Pipe	EA	1	\$1,500.00	\$1,500.00	\$1,500.00
ST-25	Core Drill Existing Structure	EA	1	\$2,000.00	\$2,000.00	\$2,000.00
ST-27	Provide 36" RCP Endwall	EA	1	\$1,283.00	\$1,283.00	\$1,283.00
ST-28	Provide 15" RCP Endwall	EA	1	\$474.00	\$474.00	\$474.00
ST-29	Abandon/Remove Existing Storm Sewer Appurtenances	LS	1	\$2,000.00	\$2,000.00	\$2,000.00
Sub-Total					\$284,160.12	\$284,160.12
Technical, Legal, and Administration					\$56,832.02	\$56,832.02
Total Cost					\$340,992.14	\$340,992.14
Total Project Cost					\$340,992.14	

Storm Water Management Pond

No.	Item	Unit	Final Amount	Unit Price	Total Cost	Assessable
ST-09	Provide 60" RCP Class III Storm Sewer (Natural Backfill)	LF	46	\$127.00	\$5,842.00	\$5,842.00
ST-26	Provide 60" RCP Endwall	EA	2	\$2,932.00	\$5,864.00	\$5,864.00
SD-03	Unclassified Excavation (Pond)	CY	32500	\$4.10	\$133,250.00	\$133,250.00
SD-14	Landscaping – Topsoil, Seed, Fertilizer and Erosion Mat	SY	8833.67	\$3.55	\$31,359.53	\$31,359.53
SC-02	Provide Silt Fence	LF	400	\$2.04	\$816.00	\$816.00
SC-05	Provide Heavy Rip Rap w/ Geotextile Fabric (Type HR)	SY	819.86	\$39.00	\$31,974.54	\$31,974.54
	Rock Bag	EA	7	\$15.00	\$105.00	\$105.00
	Topsoil	SY	36443	\$0.74	\$26,967.82	\$26,967.82
	Temp Seed W/O Mulch	SY	13566	\$0.30	\$4,069.80	\$4,069.80
Sub-Total					\$240,248.69	\$240,248.69
Technical, Legal, and Administration					\$48,049.74	\$48,049.74
Total Cost					\$288,298.43	\$288,298.43
Total Project Cost					\$288,298.43	
Total					\$1,293,989.91	

SCHEDULE C
PROPOSED ASSESSMENT RATES
GARROMAN DRIVE ASSESSMENT
GARRITY'S GLEN SOUTH SUBDIVISION-UTILITIES AND POND
September 9, 2020

ASSESSMENT RATE CALCULATION - MAIN LINE SANITARY SEWER, WATER MAIN, AND STORM SEWER

Improvement	Unit Type	Number of Units	Total Cost (Assessable)	Cost per Front Foot
Sanitary Sewer and Water Main	LF	8980.68	\$664,699.34	\$74.01
Storm Sewer	LF	9969.16	\$340,992.14	\$34.20

Notes:

(1) Sanitary sewer, water main, and storm sewer are based on front foot of Garrity's Glen South Plat.

ASSESSMENT RATE CALCULATION - STORM WATER MANAGEMENT POND

Land Use	Unit Type	Number of Units	WDNR Pool Surface (1)	Weighted Area (Acre)
Single Family Residential Development	Acre	32.18	0.8	25.74
Multi Family Residential Development	Acre	4.44	1.0	4.44
Industrial Development	Acre	57.17	2.1	120.06
Total		93.79		150.24
Assessable Pond Cost				\$288,298.43
Cost per Weighted Area (Acre)				\$1,918.92

Notes:

(1) Calculation is based on surface area percentage from the WDNR Wet Detention Standard for Wet Pond Construction (1001), Appendix A - Calculation of Preliminary Pool Surface Area for TSS Reduction

PROBABLE PROJECT FINANCING

Description	Unit Type	Units	Cost/ Unit	Total
Sanitary Sewer and Water Main	LF	8980.68	\$74.01	\$664,660.13
Storm Sewer	LF	9969.16	\$34.20	\$340,945.27
Storm Water Management Pond				
- Single Family Residential	Weighted Acre	25.74	\$1,918.92	\$49,393.00
- Multi Family Residential	Weighted Acre	4.44	\$1,918.92	\$8,520.00
- Industrial Development	Weighted Acre	120.06	\$1,918.92	\$230,385.54
Total Estimated Project Cost				\$1,293,903.94

SCHEDULE D - SCHEDULE OF PROPOSED ASSESSMENTS

PRELIMINARY ASSESSMENTS - SEPTEMBER 9, 2020

TYPE OF IMPROVEMENT: MAIN LINE SANITARY SEWER, WATER MAIN, AND STORM SEWER AND STORM WATER MANAGEMENT CONSTRUCTION

GARROMAN DRIVE ASSESSMENTS

LOCATION - GARRITY'S GLEN SOUTH SUBDIVISION

SCHEDULE INCLUDES MAIN LINE UTILITIES ONLY AS NO LATERALS WERE STUBBED TO PARCEL WD-L482-1

2019/2020 EXPENSES

MAINLINE SANITARY SEWER AND WATER MAIN	COST	\$74.01	LF
MAINLINE STORM SEWER	COST	\$34.20	LF
COST PER WEIGHTED ACRE - STORM WATER MANAGEMENT		\$1,918.92	Acre

PROPERTY OWNER	LOT NO. PROPERTY ADDRESS PARCEL NUMBER	MAINLINE SANITARY SEWER AND WATER MAIN		MAINLINE STORM SEWER		ACRES			WEIGHTED ACRES (See Schedule C)			STORM WATER MANAGEMENT						TOTAL ASSESSMENT
		UNIT	COST	UNIT	COST	UNIT-SF (Acre)	UNIT-MF (Acre)	UNIT-IN (Acre)	UNIT-SF (Acre)	UNIT-MF (Acre)	UNIT-IN (Acre)	SINGLE FAMILY		MULTI FAMILY		INDUSTRIAL		
												UNIT	COST	UNIT	COST	UNIT	COST	
GARRITY'S GLEN SOUTH SUBDIVISION (Charged through Developer's Agreement)	WD-L482	8481.03	\$627,681.03	9469.51	\$323,857.24	28.98	4.44	0.00	23.18	4.44	0.00	23.18	\$44,480.57	4.44	\$8,520.00	0.00	\$0.00	\$1,004,538.84
G&G REBUILDERS	WD-L482-1	499.65	\$36,979.10	499.65	\$17,088.03	3.20	0.00	0.00	2.56	0.00	0.00	2.56	\$4,912.44	0.00	\$0.00	0.00	\$0.00	\$58,979.57
WD-L484-1, WD-L483-1, WD-L482-2, WD-L514, WD-515, L517 (Area Identified on Map) - TID Funded		0	\$0.00	0	\$0.00	0.00	0.00	57.17	0.00	0.00	120.06	0.00	\$0.00	0.00	\$0.00	120.06	\$230,385.54	\$230,385.54
	TOTAL	8,980.68	\$664,660.13	9,969.16	\$340,945.27	32.18	4.44	57.17	25.74	4.44	120.06	25.74	\$49,393.01	4.44	\$8,520.00	120.06	\$230,385.54	\$1,293,903.95

Note:
(1) SF is single family, MF is multi family, and IN is industrial development.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: Information Technology

FROM: Steve Massey

SUBJECT: Recommendation from staff to award contract 20-23 City Security Cameras to Elmstar Electric Corporation in the amount of \$53,377

ATTACHMENTS:

- 2020 1208 CI_CC_Award_20-23 (DOCX)
- 2020 1203 CE_Project 20-23 Bid Tab (PDF)

CITY OF DE PERE MEMO



To: Honorable Mayor Boyd
Members of the Common Council

From: Steve Massey, City IT Director

Date: December 8, 2020

RE: **Recommendation from staff to award contract 20-23 City Security Cameras to Elmstar Electric Corporation in the amount of \$53,377**

The Engineering Department received bids for Project 20-23 City Security Cameras on December 3, 2020. This project involves the purchase and installation of security cameras and supporting hardware and software at the City Hall Complex and the Art Alley.

The Bids received are as follows:

Contractor	Total Bid
Elmstar Electric Corporation	\$53,377
ACP CreativIT (dba Camera Corner Connecting Point)	\$56,387

Funding for this project was approved in the 2020 capital improvement budget in the amount of \$50,000. Additional funding of \$3,377 will be allocated from the 2020 IT equipment budget.

Staff's recommendation is to accept the bid from Elmstar Electric Corporation in the amount of \$53,377.

Attachments:

2020 1203 CE_Project 20-23 Bid Tab.pdf



**PROJECT 20-23 CITY SECURITY CAMERAS
BID TAB**

1.5.b

				BIDDER NO. 1		BIDDER NO. 2	
				Elmstar Electric Corporation		ACP CreativIT (dba Camera Corner Connecting Point)	
ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID
SANITARY SEWER LINING							
SC-01	Installation of Surveillance System at City Hall	LS	1	\$ 45,271.00	\$ 45,271.00	\$ 7,289.00	\$ 7,289.00
SC-02	Installation of Surveillance System at Art Alley	LS	1	\$ 8,106.00	\$ 8,106.00	\$ 49,098.00	\$ 49,098.00
	TOTALS			\$ 53,377.00		\$ 56,387.00	



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: Sustainability Commission

FROM: Scott Thoresen

SUBJECT: Recommendation from Sustainability Commission to approve 2021 Baseline Assessment Projects

The Sustainability Commission at the December 8, 2020 meeting approved four baseline assessment projects to work on for 2021 (Calculate annual government fleet use of motor fuels, in gallons of petroleum and biofuels, beginning with the fifth year before entering the program; Inventory all paved surfaces (e.g., by GIS mapping), and develop a plan for reduction; League of American Bicyclists certification; Certification as Bird City Wisconsin Community) and moved to send it to the Common Council for approval. The motion passed with a 5-0 vote.

ATTACHMENTS:

- Consider 2021 Baseline Assessment Projects 12-04-2020 (PDF)
- City of De Pere Sustainability Strategies Scoresheet - Baseline (PDF)
- 2021 Baseline Projects (PDF)
- City of De Pere Sustainability Strategies Scoresheet - 2021 projects (PDF)

City of De Pere

Public Works Department

Memo

To: Members of the Sustainability Commission
From: Scott J. Thoresen, Director of Public Works
Date: December 4, 2020
Subject: Consider 2021 Baseline Assessment Projects

As discussed previously, the City Council approved the resolution recommended by the Commission to participate in the Green Tier Legacy Community Program. One of the requirements of this program is to submit a Sustainability Strategies Scoresheet (See attached City of De Pere Sustainability Strategies Scoresheet - Baseline) which establishes the City's baseline assessment which we will use to track our accomplishments in the future. At our last commission meeting the commission discussed projects (See attached 2021 Baseline Projects list) they wanted to see worked on in 2021. The goal was to select up to five projects. The intent on working on these projects is to improve our baseline score for 2021.

Staff is recommending the following five projects:

- Calculate annual government fleet use of motor fuels, in gallons of petroleum and biofuels, beginning with the fifth year before entering the program. (See page 4 of 8)
- Inventory wetlands and ensure no net annual loss. (See page 3 of 8)
- Inventory all paved surfaces (e.g., by GIS mapping), and develop a plan for reduction (See page 5 of 8)
- League of American Bicyclists certification. (Bronze 5, Silver 7, Platinum 10) (See page 1 of 8)
- Certification as Bird City Wisconsin Community (See page 3 of 8)

After each project listed above, the corresponding page number for the attached City of De Pere Sustainability Strategies Scoresheet – 2021 projects is referenced. Each project is highlighted for ease of locating it on the scoresheet.

Max. Score	Sustainability Strategies Scoresheet		     						
			This Sustainability Strategies Scoresheet is provided for members to track sustainability management strategies in transportation, energy, land use, water, waste, and health. This scoresheet is intended to be dynamic and flexible and will provide structure for annual reporting. In the spirit of continuous improvement toward superior environmental performance, suggested revisions to this scoresheet are always encouraged. (Approved May 2018)						
City of De Pere Scores			City of De Pere 2019 Baseline	2020	2021	2022	2023	2024	2025
TRANSPORTATION DEMAND MANAGEMENT: Transportation demand management strategies aim to reduce GHG emissions and VMT by influencing change in individual behavior. These strategies encourage walking, bicycling, and transit as modes of transportation within a community and seek to curb the number and length of trips by vehicle.									
<u>Bicycle and Pedestrian Programs/Projects</u>									
2	Require bike parking for all new non-residential and multifamily uses.		0	0	0	0	0	0	0
1	Set standards for placement and number (as function of intensity of use) for bike parking spaces.		0	0	0	0	0	0	0
3	Commuter bike routes identified and cleared.		2	0	0	0	0	0	0
10	League of American Bicyclists certification. (Bronze 5, Silver 7, Platinum 10)		0	0	0	0	0	0	0
3	Funded and operating SRTS program (or functional equivalent) covering at least 10 percent of students.		0	0	0	0	0	0	0
1	Conduct annual survey of students' mode of transport to school.		0	0	0	0	0	0	0
<u>Employer-Based Programs</u>									
5	Require large employers seeking rezoning to set a price signal (cash-out or charge).		0	0	0	0	0	0	0
5	Require large employers seeking rezoning to provide subsidized transit.		0	0	0	0	0	0	0
5	Require large employers seeking rezoning to provide a TDM plan that would reduce trips by 20 percent over business as usual.		0	0	0	0	0	0	0
<u>Traffic Volume</u>									
3	Track VMT or traffic counts and report on efforts at reduction (including those on this list).		0	0	0	0	0	0	0
3	Eliminate parking minimums from non-residential districts.		0	0	0	0	0	0	0
5	Set parking maximums at X per square feet for office and retail uses.		0	0	0	0	0	0	0
5	Scheduled transit service at basic level (hour peak service within half-mile of 50 percent of addresses).		2	0	0	0	0	0	0
10	Scheduled transit service at enhanced level (half-hour peak service within 75 percent of addresses).		0	0	0	0	0	0	0
TRANSPORTATION SYSTEM MANAGEMENT Transportation system management strategies aim to reduce GHG emissions and VMT by improving the overall performance of a transportation system. These strategies improve existing infrastructure, introduce new technology, and plan for the future of the system.									
<u>Preservation and Improvement</u>									
3	Develop and fully fund comprehensive maintenance program for existing roads.		3	0	0	0	0	0	0
5	Charge impact fees for new roads.		3	0	0	0	0	0	0
5	Calculate lane-miles per capita for arterials and collectors, and show reductions		2	0	0	0	0	0	0

Max. Score	 Sustainability Strategies Scoresheet GREEN TIER	     
5	Prepare a plan identifying disconnections in bike and pedestrian networks, prioritizing fixes and identifying potential funding sources for the most important projects.	2 0 0 0 0 0 0
5	Any proposal to add lanes to a two-lane roadway shall be evaluated for a center turn lane, the preferred option over an expansion to four lanes.	3 0 0 0 0 0 0
3	Identify four-lane roadways with fewer than 20,000 vehicles per day (AADT) and evaluate them for "road diets" with bike lanes or on-street parking	3 0 0 0 0 0 0
	Electric Vehicles	
10	Electric vehicles in gov't fleets - 2% of of fleet=5 points, 5% of fleet=10 points.	0 0 0 0 0 0 0
2	Allow NEVs on appropriate roadways.	2 0 0 0 0 0 0
2	Provide public charging stations	0 0 0 0 0 0 0
	Vehicle Idling	
5	Ban idling (more than 5 minutes) with local government vehicles.	3 0 0 0 0 0 0
5	Ban idling (more than 5 minutes) community-wide.	0 0 0 0 0 0 0
	ZONING AND DEVELOPMENT Zoning and development strategies work toward improving the overall environmental, economic, and social health of a community by promoting mixed-use and infill development, walkable neighborhoods, and an overall sustainable lifestyle.	
	Infill Development	
5	Identify priority areas for infill development, including those eligible for brownfields funding.	0 0 0 0 0 0 0
10	Create land bank to acquire and assemble priority infill sites	0 0 0 0 0 0 0
10	Develop an inventory of known contaminated properties for reuse planning, with possible GIS application	0 0 0 0 0 0 0
	Walkscore	
5	Measure Walkscore at 10 random residential addresses per Census tract, compute average, and improve upon overall score	0 0 0 0 0 0 0
	Zoning	
5	Adopt traditional neighborhood design ordinance (If population is less than 12,500)	0 0 0 0 0 0 0
5	Zoning for office and retail districts permits floor-area ratio > 1, on average.	0 0 0 0 0 0 0
5	Zoning for office and retail districts requires floor-area ratio > 1, on average.	0 0 0 0 0 0 0
5	Zoning code includes mixed use districts	3 0 0 0 0 0 0
5	Mixed-use language from Smart Code TBA.	0 0 0 0 0 0 0
	NATURAL RESOURCE MANAGEMENT Natural resource management strategies seek to conserve, preserve, protect and promote a community's greenspace, wildlife, wetlands and waterways for this and future generations by promoting pervious surfaces and adequate setbacks.	
	Canopy	
3	Adopt tree preservation ordinance per GTLC standards	3 0 0 0 0 0 0
3	Set a tree canopy goal and develop a management plan to achieve it	0 0 0 0 0 0 0
4	Have a Master Naturalist; ISA Certified Arborist or WDNR Community Tree Management Institute (CTMI) graduate on staff	4 0 0 0 0 0 0

Max. Score	 Sustainability Strategies Scoresheet	LEAGUE OF WISCONSIN MUNICIPALITIES COWS BUILDING THE HIGH ROAD 1000 FRIENDS OF WISCONSIN Improving Quality Communities WISCONSIN DEPT. OF NATURAL RESOURCES slipstream breakthrough energy solutions WISCONSIN COUNTIES ASSOCIATION						
2	Have community tree canopy mapped - https://pg-cloud.com/Wisconsin/	2	0	0	0	0	0	0
2	Require trees to be planted in all new developments	0	0	0	0	0	0	0
2	Certification as Tree City USA	2	0	0	0	0	0	0
2	Certification as Bird City Wisconsin Community	0	0	0	0	0	0	0
	<u>Vegetation Management</u>							
10	Public properties and rights of way mown or cleared only for safe sightlines and/or to remove invasive species.	3	0	0	0	0	0	0
10	Create community policy and BMP guidelines on minimizing chemical use during vegetation management of public and private properties	5	0	0	0	0	0	0
	<u>Water Protection</u>							
6	Establish 75-foot natural vegetation zone by surface water.	0	0	0	0	0	0	0
6	Inventory wetlands and ensure no net annual loss.	0	0	0	0	0	0	0
	<u>Community Energy Use</u> Community energy use strategies encourage energy efficiency and the use of renewable fuels to reduce total energy consumption throughout the community							
	<u>Community Energy Use Policies</u>							
10	Adopt PACE ordinance/jpa	0	0	0	0	0	0	0
10	Use PACE financing	0	0	0	0	0	0	0
5	Watt meters available to the public	0	0	0	0	0	0	0
5	Offer residents and businesses a mechanism to purchase shares of the electricity generated through a local renewable energy project. (Ex. a community solar program)	0	0	0	0	0	0	0
5	Facilitate a group-buy program through which residents receive discounted, volume-based pricing on energy efficiency or renewable energy projects based on aggregated demand.	0	0	0	0	0	0	0
3	Commit to achieving a science-based, community-wide GHG reduction goal.	0	0	0	0	0	0	0
3	Adopt Residential Energy Conservation Ordinance (time-of-sale certification and upgrades).	0	0	0	0	0	0	0
	<u>Measuring Community Energy Use</u>							
6	Work with local utilities to calculate total electricity and natural gas consumption annually, beginning with the fifth year before entering the program.	0	0	0	0	0	0	0
5	Achieve milestone reductions in GHG emissions, as specified in the community's science-based GHG reduction goals.	0	0	0	0	0	0	0
5	State of Wisconsin Energy Independent (EI) Community designation.	0	0	0	0	0	0	0
	<u>MUNICIPAL ENERGY USE</u> Municipal energy use strategies encourage municipal employees to conserve energy, preserve the environment, and decrease greenhouse gas emissions from municipal facilities, services, and vehicle fleets.							
	<u>Government Energy Use Policies</u>							
5	Include transportation energy/emissions as criterion in RFPs for purchases of goods over \$10,000.	2	0	0	0	0	0	0
2	Develop list of lighting, HVAC and shell improvements to raise Energy Star Portfolio Manager or LEED EBO&M score	1	0	0	0	0	0	0

Max. Score		GREEN TIER® Sustainability Strategies Scoresheet							LEAGUE OF WISCONSIN MUNICIPALITIES COWS BUILDING THE HIGH ROAD 1000 FRIENDS OF WISCONSIN Restoring Healthy Communities WISCONSIN DEPT. OF NATURAL RESOURCES slipstream breakthrough energy solutions WISCONSIN COUNTIES ASSOCIATION						
10	Reduce motor fuels use for non-transit activities --	3	0	0	0	0	0	0							
6	Provide transit passes at 50 percent or more off the regular price and/or provide parking cash-out options for local government employees.	0	0	0	0	0	0	0							
6	Streetlights operate at 75 lumens/Watt or higher	0	0	0	0	0	0	0							
4	Stoplights are LED or functional equivalent	4	0	0	0	0	0	0							
2	Establish a policy requiring that all major remodeling projects on municipal buildings result in the building receiving an ENERGY STAR score that is five points higher than the building's pre-remodel score.	0	0	0	0	0	0	0							
6	Commit to achieving a science-based GHG reduction goal for emissions resulting from all municipal operations.	0	0	0	0	0	0	0							
3	Incorporate energy use intensity (EUI) targets into the contracting process for all significant municipal construction projects.	0	0	0	0	0	0	0							
5	Establish policies requiring that all new municipal buildings achieve an ENERGY STAR score of 75 or higher.	0	0	0	0	0	0	0							
2	Municipal electricity purchases are at least 5 percentage points higher in renewable content than the statewide renewable portfolio standard requires. Calculation may include self-generated power and purchased offsets.	0	0	0	0	0	0	0							
Measuring Government Energy Use															
2	Work with Energy Task Force OEI to track municipal facilities - Complete EPA Energy Star Portfolio Manager spreadsheet for government energy use. Or score existing buildings with LEED EBO&M.	0	0	0	0	0	0	0							
3	Achieve milestone reductions in GHG emissions, as specified in the municipality's science-based GHG reduction goal.	0	0	0	0	0	0	0							
4	Calculate annual government fleet use of motor fuels, in gallons of petroleum and biofuels, beginning with the fifth year before entering the program.	0	0	0	0	0	0	0							
10	All new and renovated municipal buildings must meet LEED Silver or greater.	0	0	0	0	0	0	0							
WATER USE CONSERVATION															
Water Conservation strategy options set baselines and goals for water and energy performance in municipalities. They measure progress and promote water conservation by the government, business, and the community at-large.															
Water Conservation															
5	Track water and sewer use annually, beginning with fifth year before entering program, and develop plan for reductions.	0	0	0	0	0	0	0							
1	Develop a water loss control plan with targets below the 15% required by the state and include a system-wide water audit implementation and time table	1	0	0	0	0	0	0							
2	Join EPA's WaterSense Program for water utilities or the Groundwater Guardian Green Sites program and promote them to local business.	0	0	0	0	0	0	0							
6	Use block rates and flat rates to encourage water conservation among residential, commercial, and industrial users.	0	0	0	0	0	0	0							
3	Infiltration and inflow reduction by 10%	1	0	0	0	0	0	0							
3	Plan for replacing all toilets using > 1.6 gpf and annual progress sufficient to reach 90 percent replacement in 10 years.	0	0	0	0	0	0	0							
Local Government Use															
2	Install waterless urinals in men's restrooms at municipal facilities (city hall, parks, etc.)	0	0	0	0	0	0	0							
2	All outdoor watering by local government, excluding parks and golf courses, from rain collection.	0	0	0	0	0	0	0							
2	Develop a water efficiency and conservation plan for municipal buildings	0	0	0	0	0	0	0							

Max. Score	 Sustainability Strategies Scoresheet GREEN TIER	     
	<u>WATER AND WASTEWATER INFRASTRUCTURE MANAGEMENT</u> Setting goals for the sustainable management of water and wastewater infrastructure reduces costs; saves energy; and ensures the protection of public health and the environment.	
5	Develop and implement asset management plans that set targets for the sustainable maintenance, operation and renewal of water and wastewater infrastructure.	0 0 0 0 0 0 0
5	Wastewater biogas captured and used in operations.	0 0 0 0 0 0 0
6	Conduct an energy assessment for municipal water and wastewater facilities and develop a plan to increase energy efficiency	0 0 0 0 0 0 0
3	Financial assistance for sewer lateral replacements.	0 0 0 0 0 0 0
4	Set goals for increasing the recovery of resources from wastewater for energy generation (heat or electricity) and fertilizer.	0 0 0 0 0 0 0
4	Explore partnership options with high-strength waste.	0 0 0 0 0 0 0
4	Upgrade water and wastewater utility equipment (e.g., variable frequency drive motors) to achieve energy efficiency based on total life cycle, triple bottom line costs (e.g. maintenance and replacement strategies in asset management plans).	2 0 0 0 0 0 0
	<u>STORMWATER MANAGEMENT</u> Stormwater Management strategy options encourage the use of best management practices to achieve a reduction in the amount of harmful pollutants introduced to our streams, rivers, and lakes.	
3	Develop a regular street sweeping program to reduce total suspended solids	3 0 0 0 0 0 0
4	Stormwater utility fees offer credits for best management practices such as rain barrels, rain gardens, and pervious paving	2 0 0 0 0 0 0
3	Inventory all paved surfaces (e.g., by GIS mapping), and develop a plan for reduction	0 0 0 0 0 0 0
5	Work with commercial or light industrial businesses to develop stormwater pollution plans	3 0 0 0 0 0 0
	<u>WATER AND DEVELOPMENT</u> Water and Development strategy options link water conservation and the preservation of land, wetlands, and wildlife habitat while promoting compact development, restoration and rehabilitation efforts, and long-term planning.	
	<u>Land Development</u>	
3	Identify key green infrastructure areas during plan development and/or implement a plan to acquire and protect key green infrastructure areas	0 0 0 0 0 0 0
	<u>Waters, Wetlands, and Wildlife</u>	
3	Replace concrete channels with re-meandered and naturalized creeks, wetlands, or swales	1 0 0 0 0 0 0
4	Develop a system for identifying culverts that obstruct fish migration and install fish friendly culverts where needed	0 0 0 0 0 0 0
4	Provide incentives for protection of green infrastructure, sensitive areas, important wildlife habitat, or for the restoration or rehabilitation of wetlands or other degraded habitats such as credit towards open space or set-aside requirements	0 0 0 0 0 0 0
	<u>WASTE MANAGEMENT AND REDUCTION</u> Waste Management and Reduction strategy options encourage municipalities and their citizens to divert organics and recyclables from landfills and properly dispose of hazardous materials in an effort to reduce waste in a community.	
8	Community waste stream monitored at least annually . Waste reduction plan prepared and updated annually	3 0 0 0 0 0 0
8	Waste and materials management plan based on "zero-waste" principles, with specific goals, prepared and updated annually	0 0 0 0 0 0 0

Max. Score	 Sustainability Strategies Scoresheet GREEN TIER	     
3	Construction/deconstruction waste recycling ordinance	3 0 0 0 0 0 0
5	Mandatory residential curbside recycling pickup that covers paper, metal cans, glass and plastic bottles	5 0 0 0 0 0 0
5	Develop a municipal collection program that encourages the diversion of food discards, yard materials, and other organics from landfills to composting or anaerobic digestion with energy recovery	0 0 0 0 0 0 0
6	Develop and promote programs that dispose of household hazardous, medical, and electronic waste	3 0 0 0 0 0 0
7	Use anaerobic digesters to process organic waste and produce energy	0 0 0 0 0 0 0
5	Implement municipal ordinances requiring manufacturer takeback for fluorescent bulbs, thermostats and other mercury-containing devices	0 0 0 0 0 0 0
4	Ordinances in place to reduce the usage of phone books as well as single-use shopping bags, styrofoam food containers and other	0 0 0 0 0 0 0
4	Pay-as-you-throw system implemented by municipality or required of private waste haulers	0 0 0 0 0 0 0
3	Use public education and outreach to promote recycling, backyard composting, product re-use and waste reduction	3 0 0 0 0 0 0
HEALTHY COMMUNITY PLANNING Policies and projects related to incorporating health living into community design- whether by built form, programs, education, etc. in an effort to reduce trends in poor nutrition, inactive lifestyles, chronic diseases, such as obesity and heart disease, and other negative health risk factors.		
<u>Policies Affecting Multiple Program Areas</u>		
7	Adopt a resolution that promotes Health in All Policies at the community level (e.g., HEAL Resolution). Include that educational campaigns supporting a program covered by the resolution are appropriately targeted to all of the populations addressed by the program	0 0 0 0 0 0 0
8	Establish a Health Impact Assessments policy, including when an assessment is required and its scope	0 0 0 0 0 0 0
<u>Planning</u>		
7	Add health policies in 1 or more of the community's plans, including the comprehensive plan, long-range transportation plan, bicycle/pedestrian plan and open spaces recreation plan (embedded or stand-alone chapter) or develop a comprehensive, community wide wellness plan.	0 0 0 0 0 0 0
6	Site schools in the Comprehensive Plan for accessibility with existing or new bicycle and pedestrian infrastructure	0 0 0 0 0 0 0
8	Encourage the formation and/or support of Neighborhood Improvement Districts (NIDs), Neighborhood Development Corporations, or other similar types of neighborhood reinvestment and enhancement strategies in plans or policies.	0 0 0 0 0 0 0
<u>Healthy Food Access</u>		
7	Implement strategies (urban agriculture, community gardens on public land, diversified farmer's markets, expanded traditional retail food options, ordinances to allow urban chickens and beekeeping and vegetable gardening in rights of way) that help increase fresh food access in the community, in particular in areas with food insecurity (e.g., "food deserts" and "food swamps"), including access by EBT and WIC participants.	7 0 0 0 0 0 0
6	Create a Food Systems Plan that addresses the production, distribution, value-added, marketing, end-market, and disposal of food, and charge a new or existing governmental body to oversee the plan's implementation.	0 0 0 0 0 0 0
<u>Physical Activity and Access</u>		

Max. Score	 Sustainability Strategies Scoresheet	     						
5	Provide an on-street and/or off-street trail network connecting recreational areas in the community (e.g. safe routes to parks) and other trip generators, such as shopping malls, ensuring all neighborhoods are included in planning and implementation.	3						
4	Encourage pedestrian and bicycle site connections from front door of businesses or apartments to a public sidewalk and/or bike lane ensuring connections to all neighborhoods.	0	0	0	0	0	0	0
4	Provide education and establish programming to encourage physical activity, especially by youth.	0	0	0	0	0	0	0
7	Establish an expanded public transit that serves commuters from all neighborhoods and major parks and recreation facilities, and has racks on vehicles for carrying bicycles.	2	0	0	0	0	0	0
5	Require sidewalks in new residential areas and establish a policy for adding sidewalks, as appropriate, in areas built out without sidewalks.	5	0	0	0	0	0	0
2	Implement a Complete Streets policy.	1	0	0	0	0	0	0
5	Provide recreation programs for youth, adults, senior citizens and disabled persons.	5	0	0	0	0	0	0
5	Establish a pedestrian safety task force.	2	0	0	0	0	0	0
<u>Housing</u>								
6	Adopt ordinances and programs to maintain a healthy housing stock (code enforcement, landlord licenses, volunteer program, truth-in housing disclosure before sale, etc.).	0	0	0	0	0	0	0
5	Allow life cycle or adaptable housing options, such as "aging in place", accessory dwelling units, Universal or Inclusive Design, Dementia Friendly Communities, Age-Friendly Communities, etc.	0	0	0	0	0	0	0
8	Establish a program to make housing more affordable.	0	0	0	0	0	0	0
5	Establish a program to address chronic homelessness, such as "permanent housing".	0	0	0	0	0	0	0
<u>Crime Prevention and Other Harm Reduction</u>								
4	Use by policy, ordinance or practice, Crime Prevention Through Environmental Design and active threat planning to make public spaces, such as recreational space, crime free.	0	0	0	0	0	0	0
5	Establish and implement Harm Reduction strategies for alcohol outlet density and sexual oriented establishments (e.g. zoning limitations)	0	0	0	0	0	0	0
5	Adopt an ordinance or policy that requires tobacco-free and e-cigarette free apartments or places limitations on such structures.	0	0	0	0	0	0	0
6	Adopt an ordinance or policy that promotes tobacco-free and e-cigarette free parks and/or public events on local government-owned property.	0	0	0	0	0	0	0
<u>Climate Change</u>								
5	Create and implement a climate change action plan that includes a carbon footprint study, and health related components on reducing air pollution from combustion of fossil fuels and responding to heat episodes and flooding, focusing in particular on most vulnerable populations.	0	0	0	0	0	0	0
<u>Noise</u>								
5	Adopt an ordinance, including conditional use permits, on noise abatement for various zoning districts.	5	0	0	0	0	0	0
<u>Employee Health</u>								
5	Implement a wellness program for employees of the local jurisdiction.	5	0	0	0	0	0	0

Max. Score	 Sustainability Strategies Scoresheet	     						
5	Encourage or partner with others, such as the Chamber of Commerce, etc., to advance workplace wellness programs within the community.	0	0	0	0	0	0	
	<u>Placemaking</u>							
5	Support placemaking at varying scale (neighborhood to major city facility) and permanence (temporary to permanent) through programming, financial support and removal of regulatory barriers to promote healthy living and social capital in the community.	0	0	0	0	0	0	
5	Adopt form-based codes or similar type design guidelines for healthy active living environments.	0	0	0	0	0	0	
	<u>Waste Pharmaceuticals</u>							
6	Establish partnerships to reduce waste pharmaceuticals generated in the community and to efficiently collect remaining wastes to prevent their abuse and entry into solid waste or wastewater.	6	0	0	0	0	0	
653	: TOTAL POSSIBLE	TOTAL SCORED:	128	0	0	0	0	

Rank	Max Score	City of De Pere Scores	City of De Pere 2019 Baseline	Comments/Notes		1.6.c
1	4	Calculate annual government fleet use of motor fuels, in gallons of petroleum and biofuels, beginning with the fifth year before entering the program.	0		Internal-no cost	
2	6	Inventory wetlands and ensure no net annual loss.	0	This topic was of interst to three commissioners and included a suggestion to work with St Norbert on mapping	Internal or SNC-potentially no cost	
3	3	Inventory all paved surfaces (e.g., by GIS mapping), and develop a plan for reduction	0	This topic was of interest to two commissioners and included a suggestion to work with St Norbert on mapping	Internal or SNC-potentially no cost	
4	10	Develop an inventory of known contaminated properties for reuse planning, with possible GIS application	0	This topic was of interest to two commissioners and included a suggestion to work with St Norbert on mapping	Internal or SNC-potentially no cost	
5	3	Identify key green infrastructure areas during plan development and/or implement a plan to acquire and protect key green infrastructure areas	0		Internal or SNC-potentially no cost	
6	5	Prepare a plan identifying disconnections in bike and pedestrian networks, prioritizing fixes and identifying potential funding sources for the most important projects.	2		Internal or SNC-potentially no cost	
7	3	Commit to achieving a science-based, community-wide GHG reduction goal.	0	This topic was of interest to two commissioners	Internal-no cost	
8	2	Require bike parking for all new non-residential and multifamily uses.	0	This topic was of interest to two commissioners	Internal-no cost	
9	3	Set a tree canopy goal and develop a management plan to achieve it	0	This topic was of interest to two commissioners	Internal with Forestry Dept-no cost	
10	10	League of American Bicyclists certification. (Bronze 5, Silver 7, Platinum 10)	0	This topic was of interest to two commissioners	Deadline is past for Fall 2020-spring 2021 deadline February 10, 2021	
11	6	Site schools in the Comprehensive Plan for accessibility with existing or new bicycle and pedestrian infrastructure	0		Internal with school districts-safe routes to school	
12	6	Establish 75-foot natural vegetation zone by surface water.	0		Internal-no cost	
13	6	Adopt an ordinance or policy that promotes tobacco-free and e-cigarette free parks and/or public events on local government-owned property.	0		Internal-no cost	
14	5	Ban idling (more than 5 minutes) community-wide.	0		Internal-no cost	
15	5	Establish a pedestrian safety task force.	2		Internal-no cost	
16	3	Commuter bike routes identified and cleared.	2		Internal-no cost	
17	2	Require trees to be planted in all new developments	0		Internal-no cost	
18	1	Set standards for placement and number (as function of intensity of use) for bike parking spaces.	0		Internal-no cost	
19	2	Certification as Bird City Wisconsin Community	0	This topic was of interst to two commissioners	\$125 application fee-Nov 1 deadline	
20	5	Facilitate a group-buy program through which residents receive discounted, volume-based pricing on energy efficiency or renewable energy projects based on aggregated demand.	0	This topic was of interest to two commissioners	Potential monetary investment	
21	8	Establish a program to make housing more affordable.	0		Potential monetary investment	
22	8	Waste and materials management plan based on "zero-waste" principles, with specific goals, prepared and updated annually	0		Internal or consultant-potential monetary investment	
23	5	Create and implement a climate change action plan that includes a carbon footprint study, and health related components on reducing air pollution from combustion of fossil fuels and responding to heat episodes and flooding, focusing in particular on most vulnerable populations.	0		Internal or consultant-potential monetary investment	
24	6	Streetlights operate at 75 lumens/Watt or higher	0		Monetary investment	
25	5	Provide an on-street and/or off-street trail network connecting recreational areas in the community (e.g. safe routes to parks) and other trip generators, such as shopping malls, ensuring all neighborhoods are included in planning and implementation.	3		Monetary investment	
26	3	Financial assistance for sewer lateral replacements.	0		Monetary investment	
27	3	Plan for replacing all toilets using > 1.6 gpf and annual progress sufficient to reach 90 percent replacement in 10 years.	0		Monetary investment	
28	2	Provide public charging stations	0		Monetary investment	
	2	Have community tree canopy mapped - https://pg-cloud.com/Wisconsin/	2	Tree Canopy was a topic of interest to a commissioner but this item is maxed out	Maxed out	
	2	Certification as Tree City USA	2	Tree City was a topic of interest to a commissioner but this item is maxed out	Maxed out	
	5	Adopt an ordinance, including conditional use permits, on noise abatement for various zoning districts.	5	Noise abatement was a topic of interest to a commissioner but this item is maxed out	Maxed out	

Max. Score	Sustainability Strategies Scoresheet		     						
			This Sustainability Strategies Scoresheet is provided for members to track sustainability management strategies in transportation, energy, land use, water, waste, and health. This scoresheet is intended to be dynamic and flexible and will provide structure for annual reporting. In the spirit of continuous improvement toward superior environmental performance, suggested revisions to this scoresheet are always encouraged. (Approved May 2018)						
City of De Pere Scores			City of De Pere 2019 Baseline	2020	2021	2022	2023	2024	2025
TRANSPORTATION DEMAND MANAGEMENT: Transportation demand management strategies aim to reduce GHG emissions and VMT by influencing change in individual behavior. These strategies encourage walking, bicycling, and transit as modes of transportation within a community and seek to curb the number and length of trips by vehicle.									
<u>Bicycle and Pedestrian Programs/Projects</u>									
2	Require bike parking for all new non-residential and multifamily uses.		0	0	0	0	0	0	0
1	Set standards for placement and number (as function of intensity of use) for bike parking spaces.		0	0	0	0	0	0	0
3	Commuter bike routes identified and cleared.		2	0	0	0	0	0	0
10	League of American Bicyclists certification. (Bronze 5, Silver 7, Platinum 10)		0	0	0	0	0	0	0
3	Funded and operating SRTS program (or functional equivalent) covering at least 10 percent of students.		0	0	0	0	0	0	0
1	Conduct annual survey of students' mode of transport to school.		0	0	0	0	0	0	0
<u>Employer-Based Programs</u>									
5	Require large employers seeking rezoning to set a price signal (cash-out or charge).		0	0	0	0	0	0	0
5	Require large employers seeking rezoning to provide subsidized transit.		0	0	0	0	0	0	0
5	Require large employers seeking rezoning to provide a TDM plan that would reduce trips by 20 percent over business as usual.		0	0	0	0	0	0	0
<u>Traffic Volume</u>									
3	Track VMT or traffic counts and report on efforts at reduction (including those on this list).		0	0	0	0	0	0	0
3	Eliminate parking minimums from non-residential districts.		0	0	0	0	0	0	0
5	Set parking maximums at X per square feet for office and retail uses.		0	0	0	0	0	0	0
5	Scheduled transit service at basic level (hour peak service within half-mile of 50 percent of addresses).		2	0	0	0	0	0	0
10	Scheduled transit service at enhanced level (half-hour peak service within 75 percent of addresses).		0	0	0	0	0	0	0
TRANSPORTATION SYSTEM MANAGEMENT Transportation system management strategies aim to reduce GHG emissions and VMT by improving the overall performance of a transportation system. These strategies improve existing infrastructure, introduce new technology, and plan for the future of the system.									
<u>Preservation and Improvement</u>									
3	Develop and fully fund comprehensive maintenance program for existing roads.		3	0	0	0	0	0	0
5	Charge impact fees for new roads.		3	0	0	0	0	0	0
5	Calculate lane-miles per capita for arterials and collectors, and show reductions		2	0	0	0	0	0	0

Max. Score	 Sustainability Strategies Scoresheet GREEN TIER	     
5	Prepare a plan identifying disconnections in bike and pedestrian networks, prioritizing fixes and identifying potential funding sources for the most important projects.	2 0 0 0 0 0 0
5	Any proposal to add lanes to a two-lane roadway shall be evaluated for a center turn lane, the preferred option over an expansion to four lanes.	3 0 0 0 0 0 0
3	Identify four-lane roadways with fewer than 20,000 vehicles per day (AADT) and evaluate them for "road diets" with bike lanes or on-street parking	3 0 0 0 0 0 0
	Electric Vehicles	
10	Electric vehicles in gov't fleets - 2% of of fleet=5 points, 5% of fleet=10 points.	0 0 0 0 0 0 0
2	Allow NEVs on appropriate roadways.	2 0 0 0 0 0 0
2	Provide public charging stations	0 0 0 0 0 0 0
	Vehicle Idling	
5	Ban idling (more than 5 minutes) with local government vehicles.	3 0 0 0 0 0 0
5	Ban idling (more than 5 minutes) community-wide.	0 0 0 0 0 0 0
	ZONING AND DEVELOPMENT Zoning and development strategies work toward improving the overall environmental, economic, and social health of a community by promoting mixed-use and infill development, walkable neighborhoods, and an overall sustainable lifestyle.	
	Infill Development	
5	Identify priority areas for infill development, including those eligible for brownfields funding.	0 0 0 0 0 0 0
10	Create land bank to acquire and assemble priority infill sites	0 0 0 0 0 0 0
10	Develop an inventory of known contaminated properties for reuse planning, with possible GIS application	0 0 0 0 0 0 0
	Walkscore	
5	Measure Walkscore at 10 random residential addresses per Census tract, compute average, and improve upon overall score	0 0 0 0 0 0 0
	Zoning	
5	Adopt traditional neighborhood design ordinance (If population is less than 12,500)	0 0 0 0 0 0 0
5	Zoning for office and retail districts permits floor-area ratio > 1, on average.	0 0 0 0 0 0 0
5	Zoning for office and retail districts requires floor-area ratio > 1, on average.	0 0 0 0 0 0 0
5	Zoning code includes mixed use districts	3 0 0 0 0 0 0
5	Mixed-use language from Smart Code TBA.	0 0 0 0 0 0 0
	NATURAL RESOURCE MANAGEMENT Natural resource management strategies seek to conserve, preserve, protect and promote a community's greenspace, wildlife, wetlands and waterways for this and future generations by promoting pervious surfaces and adequate setbacks.	
	Canopy	
3	Adopt tree preservation ordinance per GTLC standards	3 0 0 0 0 0 0
3	Set a tree canopy goal and develop a management plan to achieve it	0 0 0 0 0 0 0
4	Have a Master Naturalist; ISA Certified Arborist or WDNR Community Tree Management Institute (CTMI) graduate on staff	4 0 0 0 0 0 0

Max. Score	 Sustainability Strategies Scoresheet GREEN TIER	     
2	Have community tree canopy mapped - https://pg-cloud.com/Wisconsin/	2 0 0 0 0 0 0
2	Require trees to be planted in all new developments	0 0 0 0 0 0 0
2	Certification as Tree City USA	2 0 0 0 0 0 0
2	Certification as Bird City Wisconsin Community	0 0 0 0 0 0 0
	<u>Vegetation Management</u>	
10	Public properties and rights of way mown or cleared only for safe sightlines and/or to remove invasive species.	3 0 0 0 0 0 0
10	Create community policy and BMP guidelines on minimizing chemical use during vegetation management of public and private properties	5 0 0 0 0 0 0
	<u>Water Protection</u>	
6	Establish 75-foot natural vegetation zone by surface water.	0 0 0 0 0 0 0
6	Inventory wetlands and ensure no net annual loss.	0 0 0 0 0 0 0
	<u>Community Energy Use</u> Community energy use strategies encourage energy efficiency and the use of renewable fuels to reduce total energy consumption throughout the community	
	<u>Community Energy Use Policies</u>	
10	Adopt PACE ordinance/jpa	0 0 0 0 0 0 0
10	Use PACE financing	0 0 0 0 0 0 0
5	Watt meters available to the public	0 0 0 0 0 0 0
5	Offer residents and businesses a mechanism to purchase shares of the electricity generated through a local renewable energy project. (Ex. a community solar program)	0 0 0 0 0 0 0
5	Facilitate a group-buy program through which residents receive discounted, volume-based pricing on energy efficiency or renewable energy projects based on aggregated demand.	0 0 0 0 0 0 0
3	Commit to achieving a science-based, community-wide GHG reduction goal.	0 0 0 0 0 0 0
3	Adopt Residential Energy Conservation Ordinance (time-of-sale certification and upgrades).	0 0 0 0 0 0 0
	<u>Measuring Community Energy Use</u>	
6	Work with local utilities to calculate total electricity and natural gas consumption annually, beginning with the fifth year before entering the program.	0 0 0 0 0 0 0
5	Achieve milestone reductions in GHG emissions, as specified in the community's science-based GHG reduction goals.	0 0 0 0 0 0 0
5	State of Wisconsin Energy Independent (EI) Community designation.	0 0 0 0 0 0 0
	<u>MUNICIPAL ENERGY USE</u> Municipal energy use strategies encourage municipal employees to conserve energy, preserve the environment, and decrease greenhouse gas emissions from municipal facilities, services, and vehicle fleets.	
	<u>Government Energy Use Policies</u>	
5	Include transportation energy/emissions as criterion in RFPs for purchases of goods over \$10,000.	2 0 0 0 0 0 0
2	Develop list of lighting, HVAC and shell improvements to raise Energy Star Portfolio Manager or LEED EBO&M score	1 0 0 0 0 0 0

Max. Score	 Sustainability Strategies Scoresheet GREEN TIER	LEAGUE OF WISCONSIN MUNICIPALITIES COWS BUILDING THE HIGH ROAD 1000 FRIENDS OF WISCONSIN Preserving Wisnity Communities WISCONSIN DEPT. OF NATURAL RESOURCES slipstream breakthrough energy solutions WISCONSIN COUNTIES ASSOCIATION						
10	Reduce motor fuels use for non-transit activities --	3	0	0	0	0	0	0
6	Provide transit passes at 50 percent or more off the regular price and/or provide parking cash-out options for local government employees.	0	0	0	0	0	0	0
6	Streetlights operate at 75 lumens/Watt or higher	0	0	0	0	0	0	0
4	Stoplights are LED or functional equivalent	4	0	0	0	0	0	0
2	Establish a policy requiring that all major remodeling projects on municipal buildings result in the building receiving an ENERGY STAR score that is five points higher than the building's pre-remodel score.	0	0	0	0	0	0	0
6	Commit to achieving a science-based GHG reduction goal for emissions resulting from all municipal operations.	0	0	0	0	0	0	0
3	Incorporate energy use intensity (EUI) targets into the contracting process for all significant municipal construction projects.	0	0	0	0	0	0	0
5	Establish policies requiring that all new municipal buildings achieve an ENERGY STAR score of 75 or higher.	0	0	0	0	0	0	0
2	Municipal electricity purchases are at least 5 percentage points higher in renewable content than the statewide renewable portfolio standard requires. Calculation may include self-generated power and purchased offsets.	0	0	0	0	0	0	0
<u>Measuring Government Energy Use</u>								
2	Work with Energy Task Force OEI to track municipal facilities - Complete EPA Energy Star Portfolio Manager spreadsheet for government energy use. Or score existing buildings with LEED EBO&M.	0	0	0	0	0	0	0
3	Achieve milestone reductions in GHG emissions, as specified in the municipality's science-based GHG reduction goal.	0	0	0	0	0	0	0
4	Calculate annual government fleet use of motor fuels, in gallons of petroleum and biofuels, beginning with the fifth year before entering the program.	0	0	0	0	0	0	0
10	All new and renovated municipal buildings must meet LEED Silver or greater.	0	0	0	0	0	0	0
<u>WATER USE CONSERVATION</u>								
Water Conservation strategy options set baselines and goals for water and energy performance in municipalities. They measure progress and promote water conservation by the government, business, and the community at-large.								
<u>Water Conservation</u>								
5	Track water and sewer use annually, beginning with fifth year before entering program, and develop plan for reductions.	0	0	0	0	0	0	0
1	Develop a water loss control plan with targets below the 15% required by the state and include a system-wide water audit implementation and time table	1	0	0	0	0	0	0
2	Join EPA's WaterSense Program for water utilities or the Groundwater Guardian Green Sites program and promote them to local business.	0	0	0	0	0	0	0
6	Use block rates and flat rates to encourage water conservation among residential, commercial, and industrial users.	0	0	0	0	0	0	0
3	Infiltration and inflow reduction by 10%	1	0	0	0	0	0	0
3	Plan for replacing all toilets using > 1.6 gpf and annual progress sufficient to reach 90 percent replacement in 10 years.	0	0	0	0	0	0	0
<u>Local Government Use</u>								
2	Install waterless urinals in men's restrooms at municipal facilities (city hall, parks, etc.)	0	0	0	0	0	0	0
2	All outdoor watering by local government, excluding parks and golf courses, from rain collection.	0	0	0	0	0	0	0
2	Develop a water efficiency and conservation plan for municipal buildings	0	0	0	0	0	0	0

Max. Score	 Sustainability Strategies Scoresheet GREEN TIER	     
	<u>WATER AND WASTEWATER INFRASTRUCTURE MANAGEMENT</u> Setting goals for the sustainable management of water and wastewater infrastructure reduces costs; saves energy; and ensures the protection of public health and the environment.	
5	Develop and implement asset management plans that set targets for the sustainable maintenance, operation and renewal of water and wastewater infrastructure.	0 0 0 0 0 0 0
5	Wastewater biogas captured and used in operations.	0 0 0 0 0 0 0
6	Conduct an energy assessment for municipal water and wastewater facilities and develop a plan to increase energy efficiency	0 0 0 0 0 0 0
3	Financial assistance for sewer lateral replacements.	0 0 0 0 0 0 0
4	Set goals for increasing the recovery of resources from wastewater for energy generation (heat or electricity) and fertilizer.	0 0 0 0 0 0 0
4	Explore partnership options with high-strength waste.	0 0 0 0 0 0 0
4	Upgrade water and wastewater utility equipment (e.g., variable frequency drive motors) to achieve energy efficiency based on total life cycle, triple bottom line costs (e.g. maintenance and replacement strategies in asset management plans).	2 0 0 0 0 0 0
	<u>STORMWATER MANAGEMENT</u> Stormwater Management strategy options encourage the use of best management practices to achieve a reduction in the amount of harmful pollutants introduced to our streams, rivers, and lakes.	
3	Develop a regular street sweeping program to reduce total suspended solids	3 0 0 0 0 0 0
4	Stormwater utility fees offer credits for best management practices such as rain barrels, rain gardens, and pervious paving	2 0 0 0 0 0 0
3	Inventory all paved surfaces (e.g., by GIS mapping), and develop a plan for reduction	0 0 0 0 0 0 0
5	Work with commercial or light industrial businesses to develop stormwater pollution plans	3 0 0 0 0 0 0
	<u>WATER AND DEVELOPMENT</u> Water and Development strategy options link water conservation and the preservation of land, wetlands, and wildlife habitat while promoting compact development, restoration and rehabilitation efforts, and long-term planning.	
	<u>Land Development</u>	
3	Identify key green infrastructure areas during plan development and/or implement a plan to acquire and protect key green infrastructure areas	0 0 0 0 0 0 0
	<u>Waters, Wetlands, and Wildlife</u>	
3	Replace concrete channels with re-meandered and naturalized creeks, wetlands, or swales	1 0 0 0 0 0 0
4	Develop a system for identifying culverts that obstruct fish migration and install fish friendly culverts where needed	0 0 0 0 0 0 0
4	Provide incentives for protection of green infrastructure, sensitive areas, important wildlife habitat, or for the restoration or rehabilitation of wetlands or other degraded habitats such as credit towards open space or set-aside requirements	0 0 0 0 0 0 0
	<u>WASTE MANAGEMENT AND REDUCTION</u> Waste Management and Reduction strategy options encourage municipalities and their citizens to divert organics and recyclables from landfills and properly dispose of hazardous materials in an effort to reduce waste in a community.	
8	Community waste stream monitored at least annually . Waste reduction plan prepared and updated annually	3 0 0 0 0 0 0
8	Waste and materials management plan based on "zero-waste" principles, with specific goals, prepared and updated annually	0 0 0 0 0 0 0

Max. Score	 Sustainability Strategies Scoresheet GREEN TIER	     
3	Construction/deconstruction waste recycling ordinance	3 0 0 0 0 0 0
5	Mandatory residential curbside recycling pickup that covers paper, metal cans, glass and plastic bottles	5 0 0 0 0 0 0
5	Develop a municipal collection program that encourages the diversion of food discards, yard materials, and other organics from landfills to composting or anaerobic digestion with energy recovery	0 0 0 0 0 0 0
6	Develop and promote programs that dispose of household hazardous, medical, and electronic waste	3 0 0 0 0 0 0
7	Use anaerobic digesters to process organic waste and produce energy	0 0 0 0 0 0 0
5	Implement municipal ordinances requiring manufacturer takeback for fluorescent bulbs, thermostats and other mercury-containing devices	0 0 0 0 0 0 0
4	Ordinances in place to reduce the usage of phone books as well as single-use shopping bags, styrofoam food containers and other	0 0 0 0 0 0 0
4	Pay-as-you-throw system implemented by municipality or required of private waste haulers	0 0 0 0 0 0 0
3	Use public education and outreach to promote recycling, backyard composting, product re-use and waste reduction	3 0 0 0 0 0 0
HEALTHY COMMUNITY PLANNING Policies and projects related to incorporating health living into community design- whether by built form, programs, education, etc. in an effort to reduce trends in poor nutrition, inactive lifestyles, chronic diseases, such as obesity and heart disease, and other negative health risk factors.		
<u>Policies Affecting Multiple Program Areas</u>		
7	Adopt a resolution that promotes Health in All Policies at the community level (e.g., HEAL Resolution). Include that educational campaigns supporting a program covered by the resolution are appropriately targeted to all of the populations addressed by the program	0 0 0 0 0 0 0
8	Establish a Health Impact Assessments policy, including when an assessment is required and its scope	0 0 0 0 0 0 0
<u>Planning</u>		
7	Add health policies in 1 or more of the community's plans, including the comprehensive plan, long-range transportation plan, bicycle/pedestrian plan and open spaces recreation plan (embedded or stand-alone chapter) or develop a comprehensive, community wide wellness plan.	0 0 0 0 0 0 0
6	Site schools in the Comprehensive Plan for accessibility with existing or new bicycle and pedestrian infrastructure	0 0 0 0 0 0 0
8	Encourage the formation and/or support of Neighborhood Improvement Districts (NIDs), Neighborhood Development Corporations, or other similar types of neighborhood reinvestment and enhancement strategies in plans or policies.	0 0 0 0 0 0 0
<u>Healthy Food Access</u>		
7	Implement strategies (urban agriculture, community gardens on public land, diversified farmer's markets, expanded traditional retail food options, ordinances to allow urban chickens and beekeeping and vegetable gardening in rights of way) that help increase fresh food access in the community, in particular in areas with food insecurity (e.g., "food deserts" and "food swamps"), including access by EBT and WIC participants.	7 0 0 0 0 0 0
6	Create a Food Systems Plan that addresses the production, distribution, value-added, marketing, end-market, and disposal of food, and charge a new or existing governmental body to oversee the plan's implementation.	0 0 0 0 0 0 0
<u>Physical Activity and Access</u>		

Max. Score	 Sustainability Strategies Scoresheet	     
5	Provide an on-street and/or off-street trail network connecting recreational areas in the community (e.g. safe routes to parks) and other trip generators, such as shopping malls, ensuring all neighborhoods are included in planning and implementation.	3
4	Encourage pedestrian and bicycle site connections from front door of businesses or apartments to a public sidewalk and/or bike lane ensuring connections to all neighborhoods.	0 0 0 0 0 0 0
4	Provide education and establish programming to encourage physical activity, especially by youth.	0 0 0 0 0 0 0
7	Establish an expanded public transit that serves commuters from all neighborhoods and major parks and recreation facilities, and has racks on vehicles for carrying bicycles.	2 0 0 0 0 0 0
5	Require sidewalks in new residential areas and establish a policy for adding sidewalks, as appropriate, in areas built out without sidewalks.	5 0 0 0 0 0 0
2	Implement a Complete Streets policy.	1 0 0 0 0 0 0
5	Provide recreation programs for youth, adults, senior citizens and disabled persons.	5 0 0 0 0 0 0
5	Establish a pedestrian safety task force.	2 0 0 0 0 0 0
<u>Housing</u>		
6	Adopt ordinances and programs to maintain a healthy housing stock (code enforcement, landlord licenses, volunteer program, truth-in housing disclosure before sale, etc.).	0 0 0 0 0 0 0
5	Allow life cycle or adaptable housing options, such as "aging in place", accessory dwelling units, Universal or Inclusive Design, Dementia Friendly Communities, Age-Friendly Communities, etc.	0 0 0 0 0 0 0
8	Establish a program to make housing more affordable.	0 0 0 0 0 0 0
5	Establish a program to address chronic homelessness, such as "permanent housing".	0 0 0 0 0 0 0
<u>Crime Prevention and Other Harm Reduction</u>		
4	Use by policy, ordinance or practice, Crime Prevention Through Environmental Design and active threat planning to make public spaces, such as recreational space, crime free.	0 0 0 0 0 0 0
5	Establish and implement Harm Reduction strategies for alcohol outlet density and sexual oriented establishments (e.g. zoning limitations)	0 0 0 0 0 0 0
5	Adopt an ordinance or policy that requires tobacco-free and e-cigarette free apartments or places limitations on such structures.	0 0 0 0 0 0 0
6	Adopt an ordinance or policy that promotes tobacco-free and e-cigarette free parks and/or public events on local government-owned property.	0 0 0 0 0 0 0
<u>Climate Change</u>		
5	Create and implement a climate change action plan that includes a carbon footprint study, and health related components on reducing air pollution from combustion of fossil fuels and responding to heat episodes and flooding, focusing in particular on most vulnerable populations.	0 0 0 0 0 0 0
<u>Noise</u>		
5	Adopt an ordinance, including conditional use permits, on noise abatement for various zoning districts.	5 0 0 0 0 0 0
<u>Employee Health</u>		
5	Implement a wellness program for employees of the local jurisdiction.	5 0 0 0 0 0 0

Max. Score	 GREEN TIER Sustainability Strategies Scoresheet	 LEAGUE OF WISCONSIN MUNICIPALITIES  COWS BUILDING THE HIGH ROAD  1000 FRIENDS OF WISCONSIN Preserving Healthy Communities  WISCONSIN DEPT. OF NATURAL RESOURCES  slipstream breakthrough energy solutions  WISCONSIN COUNTIES ASSOCIATION						
5	Encourage or partner with others, such as the Chamber of Commerce, etc., to advance workplace wellness programs within the community.	0	0	0	0	0	0	0
	<u>Placemaking</u>							
5	Support placemaking at varying scale (neighborhood to major city facility) and permanence (temporary to permanent) through programming, financial support and removal of regulatory barriers to promote healthy living and social capital in the community.	0	0	0	0	0	0	0
5	Adopt form-based codes or similar type design guidelines for healthy active living environments.	0	0	0	0	0	0	0
	<u>Waste Pharmaceuticals</u>							
6	Establish partnerships to reduce waste pharmaceuticals generated in the community and to efficiently collect remaining wastes to prevent their abuse and entry into solid waste or wastewater.	6	0	0	0	0	0	0
653	: TOTAL POSSIBLE	TOTAL SCORED:	128	0	0	0	0	0



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Recommendation from the Board of Park Commissioners to Approve Request to Allocate Five (5) Family Pool Memberships to 2021 Special Events and Programming.

The Board of Park Commissioners, at the November 18, 2020 meeting, approved allocating five family pool memberships for Recreation Department special event programming and forward to Council for approval. The motion passed unanimously with a 6-0 vote.

Staff is recommending the City approve the donation of five (5) Family Pool passes to the department to use for 2021 special events and programming. Staff is planning events and programs to battle the Covid pandemic issue with people feeling isolated. We believe promoting such prizes will help gain attention and interest in these programs. Some special events/programs we are working on developing include a Snowman competition and Virtual COVID-19 to 5K Run/Walk.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: Economic Development

FROM: Daniel Lindstrom

SUBJECT: Recommendation from the Business Improvement District Board to Approve the De Pere Business Improvement District 2021 Operating Plan.

At their meeting on December 10, 2020, the Business Improvement District Board (BID) approved the 2021 BID Operating Plan by a vote of 4-0 and recommended the plan to the Common Council for approval subject to Wis. Stats., 66.1109 (3) (b).

ATTACHMENTS:

- BID Operating Plan Memo 12102020 (DOCX)
- BID_OperatingPlan_2021 -12102020 (PDF)

CITY OF DE PERE MEMO



To: Business Improvement District (BID) Board
 From: Daniel Lindstrom, Development Services Director
 Date: December 10, 2020

RE: **Draft 2021 BID Operating Plan**

The 2021 De Pere Business Improvement Operating Plan is attached for your review.

2020 BID Assessment

The BID assessed property value remained relatively stable between 2018, 2019, and 2020 resulting in an estimated 2020 assessment collection (that will occur in 2021 and fund the 2021 BID activities) of \$84,437.98. The assessment funds are proposed to be allocated to the City of De Pere (\$1,000) and to Definitely De Pere (\$83,437.98).

The 2021 De Pere BID includes 219 parcels with a total BID value of \$84,920,700 (\$68,595,400 value for assessable properties). Out of the 219 parcels, 78 are tax-exempt or are used for residential purposes. Out of the remaining 141, the BID value remains the same as the 2020 BID Plan and is assessed at \$1.75 for every \$1,000 in total value of the parcel, with no combined ownership to have an assessment of more than \$ 1,950 or less than \$275. The proposed budget is a \$3,330.40 reduction from the previous year. While several parcels increased in value there was a cumulative reduction due to the following reasons:

- (1) Several properties being purchased by existing BID property owners; therefore limiting the total possible assessment.
- (2) A \$600,000 reduction in value for a single parcel. The sale of 330 and 314 N. Broadway. Specifically, 330 reduced the value from \$905,800 to \$289,000 (Bank Mutual, Fox Home Medical & Supply, and now CorLife).
- (3) The August 2019 downtown fire that destroyed 100 and 106 S. Broadway – a loss of approximately \$810,000 in value.

Proposed Operating Plan Amendments

Priority Projects - 2020 projects have been amended or replaced with the proposed 2021 projects.

1. Extend assistance to businesses as they continue to face hardships due to COVID-19 through additional marketing and funding opportunities.
2. Work with the City to pursue the redevelopment of 123 N Broadway into a mixed-use project.

3. Work with the City to pursue the redevelopment of 360 Main Avenue into a mixed-use project.
4. Support plans to occupy or redevelop the Shopko Property
5. Work with the City to complete the Zoning Code update, start the Comprehensive Plan update, and start the west downtown Vision Plan.
6. Public Realm Development
 - a. Activate the reconstructed James Street corridor by programming special events and activities to encourage community gatherings.
 - b. Reconsider establishing the Parklet/Pedlet policy and examine how to successfully launch the program.
 - c. Identify future project timelines and strategies to move forward with other concepts identified in the downtown master plans.
7. Continue implementing new and innovative public art projects.
8. Establish a strategic business recruitment (and retention) program that considers market demand and complements the existing business.
9. Continue to focus on creating a more pedestrian inviting environment through enhanced streetscape projects.
10. Enhance current events and develop a plan to add new ones to bring more people downtown throughout the year.
11. Research and study De Pere BID annual assessments compared to other similar communities in Wisconsin. The comparison should in communities of similar size, similar characteristics, and in this region.
12. Research, study, and present to the BID Board and Common Council the findings of the updated economic impact of the Mulva Cultural Center.

Updated Appendix D – State Statute Language

Appendix D has been revised with updated State Statute language. No substantial changes have occurred.

Updated Appendix E– Bylaws

Appendix E has been revised and cleaned up at the direction of the City Attorney.

BID Special Assessment Method

No changes are proposed as part of the 2021 BID Operating Plan. In 2019, the BID Board express support for an increase to the assessment rate and encouraged Definitely De Pere and the City to further research potential scenarios and outcomes and utilize the first half of 2020 to finalize a proposal and begin a communication plan with the membership to garner feedback. However, the 2020 pandemic put the analysis on hold, and Definitely De Pere and City staff did not want to place additional strain on businesses. Staff proposes to re-engage in the analysis in late 2021 assuming the virus can come under control.

Requested Action

Approval of the 2021 De Pere Business Improvement District Operating Plan.

DRAFT

De Pere Business Improvement District 2021 Operating Plan (Year Seven)



December 2020

Approved by De Pere Business Improvement District: **December 10, 2020**

Approved by De Pere Common Council: **December __, 2020**



The 2021 Business Improvement District (BID) Plan was prepared by the City of De Pere in collaboration with the BID Board and Definitely De Pere

BID Board Members

Tom Gavic - Chair
Larry Delo – Secretary
Mary Boyd
Brent Felchlin
Paul Olejniczak
Angela Patel
Rich Starry

Definitely De Pere

Tina Quigley – Executive Director
Brenda Busch – Board President
Kendall Tilkens, Marketing & Events Coordinator

City of De Pere

Daniel Lindstrom - Development Services Director
Bill Boyle – GIS Manager/Project Manager

**DE PERE
BUSINESS IMPROVEMENT DISTRICT OPERATING PLAN
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I. Introduction

Wisconsin Act 184, signed into law in 1984, gives Wisconsin municipalities the authority to create Business Improvement Districts (BIDs) within their communities. To do so, at least one property owner within the proposed district must petition the City to create a BID. The State Legislature created Wis. Stats. §66.1109 (the "BID Law") to provide a way for business properties within an established district to authorize voluntary assessments. The assessment funds are to be used for programs aimed at promoting developing, redeveloping, managing, and maintaining that district. There are currently approximately 85 active BID's in the State of Wisconsin across 45 different communities.

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

A. Purpose and History of the BID

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

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

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

The De Pere BID was created to:

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

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

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

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

II. Development Plans

The objective of the BID is to preserve and improve the social, economic and physical environment in the District, bring together appropriate partnerships of people, organizations and funds, and to evaluate and implement District development projects identified by businesses and building owners in the De Pere Downtown Master Plan, Cultural District Master Plan, Comprehensive Plan, and Historic Preservation Plan. This section of the Plan shall be the De Pere BID Operating Plan for 2020.

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

A. Plan Objectives

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

1. **Make the downtown a destination** by efforts to attract more residents and visitors and increase vitality, while preserving the existing charm and character.
2. **Support business and private investment** by providing business support and mentorship, organized events, and a current business directory.
3. **Capitalize on key business niches** and promote growth trending clusters in appropriate locations to increase foot traffic and highlight different experiences and sub-districts within the Downtown.
4. **Add life to the District** through expanded creative placemaking efforts, public art, special events, and cultural offerings.
5. **Increase public realm investment and improvement** to create unique and high-quality spaces that provide linkages and outdoor rooms within the Downtown, providing space for enjoyment and organized events.
6. **Promote walkability and bikeability as integral transportation modes** through education efforts, outreach programs with partner organizations, infrastructure investment, and events/programming.

7. **Create New Neighborhoods in the Downtown** Help to brand distinct neighborhoods in the District based on existing assets and future vision. Support development and redevelopment of a range of different housing products.
8. **Support Growth and Redevelopment** in alignment with the Downtown Master Plan and Cultural District Master Plan without losing the authentic existing character. Balance growth with change, including parking and traffic needs.

B. Proposed Activities

General activities consistent with the above objectives include:

1. Continue to promote historic buildings in the District, by facilitating façade rehabilitation projects and educating property owners on available federal and state historic tax credits for building preservation.
2. Provide insight on and recommendations on design guidelines and zoning codes that will facilitate appropriate new development while maintaining the desired aesthetic and sense of place for Downtown De Pere.
3. Build and maintain a Downtown business database to be used as a resource to facilitate conversations between building owners and prospective tenants and buyers and sellers. Work with the City to market appropriate redevelopment properties.
4. Promote community engagement and networking opportunities by increasing volunteer participation from BID and community members.
5. Participate in the creation of a West Downtown Vision plan that will provide complimentary recommendations to pair with the Cultural District Master Plan.
6. Support the City in developing more pedestrian and bicycle-friendly roadways, crosswalks, and parking options to emphasize walking and biking as an integral transportation mode.
7. Promote business assistance programs, such as the locally administered Façade Grant Program, through continuous education efforts with both new and existing businesses via the development of a Downtown Resource Guide.
8. Support future infrastructure projects and continue to promote pedestrian and bicycle facilities and stormwater management, consistent with ideas presented in the Downtown Master Plan, Cultural District Master Plan, and Comprehensive Plan.
9. Explore different ways to effectively market and promote the Downtown. Support the growth of different districts, each with its unique assets and character to enhance vibrancy and vitality.
10. Work to promote beautification and art-related projects to add to the District. Extend the success of the Public Art program into other areas with other forms of art.
11. Work with the city to pursue redevelopment projects within the District to promote growth. Consider encouraging cluster areas of certain business types to enhance walkability.
12. Maximize communication opportunities (press, newsletter, social media, etc.) to drive traffic into Downtown businesses and raise the visibility of events. Support the creation/development of a community-wide calendar that would serve as the primary resource for De Pere news and activities.
13. Work with the City to develop maintenance practices for the District, in which both parties have an understanding of expectations and responsibilities relating to the maintenance of the District, such as sidewalk snow removal, landscape maintenance, and garbage/recycling removal.

14. Develop and implement a plan and budget for the coming year and beyond for the District based on the financial expectations from assessments and its priority of needs, and the City's planned improvements during the same period.
15. Implement enhancements and programming as determined appropriate from the Downtown Master Plan, Cultural District Master Plan, and Comprehensive Plan.
16. Take all further action needed to carry out the general purposes of this DBID Operating Plan as are allowed by BID law.

C. 2021 Priority Projects

1. Extend assistance to businesses as they continue to face hardships due to COVID-19 through additional marketing and funding opportunities.
2. Work with the City to pursue the redevelopment of 123 N Broadway into a mixed-use project.
3. Work with the City to pursue the redevelopment of 360 Main Avenue into a mixed-use project.
4. Support plans to occupy or redevelop the Shopko Property.
5. Work with the City to complete the Zoning Code update, start the Comprehensive Plan update, and start the west downtown Vision Plan.
6. Public Realm Development
 - a. Activate the reconstructed James Street corridor by programming special events and activities to encourage community gatherings.
 - b. Reconsider establishing the Parklet/Pedlet policy and examine how to successfully launch the program.
 - c. Identify future project timelines and strategies to move forward with other concepts identified in the downtown master plans.
7. Continue implementing new and innovative public art projects.
8. Establish a strategic business recruitment (and retention) program that considers market demand and complements the existing business.
9. Continue to focus on creating a more pedestrian inviting environment through enhanced streetscape projects.
10. Enhance current events and develop a plan to add new ones to bring more people downtown throughout the year.
11. Research and study De Pere BID annual assessments compared to other similar communities in Wisconsin. The comparison should be in communities of similar size, similar characteristics, and/or in this region.
12. Research, study, and present to the BID Board and Common Council the findings of the updated economic impact of the Mulva Cultural Center.

D. Benefits of the BID

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

1. Help the District property owners secure and retain tenants by:
 - a. Promotion of coordinated and collaborative partnerships between the District stakeholders, which includes business and property owners.
 - b. Assisting property owners and tenants in the District in dealing and/or partnering with City Government through consultation and formal and informal interaction with City staff and officials.
 - c. Assisting property owners in retaining existing tenants by providing programs and services that help businesses to thrive. Implement in conjunction with the City, projects identified in the Downtown Master Plan, Cultural District Master Plan, and Comprehensive Plan that will improve tenant retention.
 - d. Assisting property owners in recruiting new businesses to the District and reducing new vacancies.
 - e. Assisting property owners in rehabilitating second-floor rental units to generate additional cash flow for properties.
 - f. Implementing in conjunction with the City, projects identified in the Downtown Master Plan, Cultural District Master Plan, and Comprehensive Plan that will improve tenant retention.
2. Help increase the value of property in the District by:
 - a. Continuing to improve the perceived and actual image of the District.
 - b. Investigating and facilitating enhancements to buildings in the District by business and property owners.
 - c. Increasing the demand for space by new businesses that wish to locate in the District.
3. Help tenants and existing businesses in the District become stronger by:
 - a. Conducting successful traffic building community events.
 - b. Conducting successful retail and hospitality events.
 - c. Enhancing the relationship between St. Norbert College and downtown.

III. Measures of Success

The success of the BID is determined by the level of satisfaction of those who create it and who controls the BID, as well as the level of customer satisfaction. This information can be attained through various surveys and questionnaires. A thorough review of qualitative and quantitative data concerning the BID occurred in year 3 (2018). That review should be updated annually and provided to the BID Board for review at their annual strategic planning meeting.

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

1. The Downtown Master Plan and Cultural District Master Plan contain steps for both the public and private sectors. Many of these actions are identified in this DBID Operating Plan. The accomplishment of these objectives will indicate one measure of success for the BID.
2. Commercial facilitation is a measure that can easily be quantified as the number of businesses, both existing and new, that receive help, either financial or advocacy services by the BID.

3. Another way to measure BID success is by the growth in value of private property in the District. Quantifiable valuation measures are calculated annually to measure success over time.
4. A final way to track success is through occupancy rates and business inventory. The 2010 business inventory and occupancy rates can be used as a baseline to evaluate and make changes for the following years.

A. Proposed Expenditures of the BID

Expenditure details are listed in Appendix A. 2020 BID Expenditures include the following:

1. Contract with Definitely De Pere - \$83,437.98
2. City of De Pere Administrative Costs -\$1,000.00

B. Budget

The 2021 De Pere BID includes 219 parcels with a total BID value of \$84,920,700 (\$68,595,400 value for assessable properties). The value has remained relatively flat over the past few years with some parcels increasing and some parcels decreasing. Out of the 219 parcels, 78 are tax-exempt or are used for residential purposes. Out of the remaining 141, the BID assessment proposed to remain the same as the 2020 BID Plan and is assessed at \$1.75 for every \$1,000 in total value of the parcel, with no combined ownership to have an assessment of more than \$ 1,950 or less than \$275.

A map of the district boundaries is attached as Appendix B, and information for each parcel classification is listed in Appendix C. Funds collected through BID assessments shall be used to pay for this DBID Operating Plan in order to implement a sustainable Business Improvement District for the City of De Pere.

Estimated 2021 Assessment Income (from 2020 taxes):	\$84,437.98
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2021 Expenses

1. Contract with Definitely De Pere:	\$83,437.98
2. City of De Pere Administrative Costs:	\$1,000.00
Total:	\$84,437.98

The BID does not have independently paid staff, and will use City of De Pere staff and contract with Definitely De Pere for such services. The City of De Pere provides staff support to update the assessment numbers and operating plan, and administer the BID meetings.

Estimated expenditures for Definitely De Pere and the City of De Pere are shown in Appendix A. Any unused funds remaining at the end of the year shall be deposited into contingency funds or designated for specific uses in the following DBID Operating Plan year. All physical improvements made with these funds shall be made in the District. The location of other expenditures shall be as determined by the BID Board, but shall be for the benefit of the District.

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

C. Annual Review

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

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

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

The method of assessment shall not be altered unless a meeting of all District property owners assessed under the BID has been held to discuss such changes, except with the approval of the City of De Pere Common Council. This special meeting will be published as a Class 2 Notice, a copy of which will be mailed to each property owner in the District.

D. Relationship to Plans for Orderly Development of the City

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

E. Powers

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

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

10. To add to the security of the District.

F. Public Review Process

Wis. Stats. §1109(3) provides ample opportunities for public oversight of the BID, including:

1. The BID Board is subject to the Open Meetings Law (Wis. Stats. §19.84), requiring all meetings of the Board to be preceded by a public meeting notice and to be open to the public;
2. The BID Board must annually submit proposed changes to the Operating Plan to the Common Council for approval;
3. Any change to the special assessment method procedure requires the approval of the Common Council; and
4. The BID Board must provide an annual report of expenses and revenues.

IV. District Boundaries

The District is defined by the current configuration of tax parcels listed in Appendix C-1, and shown in map form in Appendix B. The District is generally bounded by Franklin St. in East De Pere, to N. Ontario St., to Lewis St., across the Claude Allouez Bridge to West De Pere bordered by Main Ave., to Fort Howard Ave., to Grant Street, and lastly to Third St. (St. Norbert College Campus). The District includes 141 taxable parcels subject to BID assessment, according to the Assessor's Records as of January 1, 2020. Parcels that are not taxable or are used for residential purposes have been excluded from this number, even as they fall within the boundaries.

V. BID Organization and Operating Board

Under the adopted By-Laws of the BID, the owners of real estate within the District will recommend members to serve on the BID Board to the Mayor and the Mayor shall appoint Board members from the names provided, whose appointment shall be subject to the approval of the Common Council. The By-Laws also require that over one-half of the BID Board members must be a property owner or operating business in the District and that appointments to the Board be made before the start of the plan year for which the DBID Operating Plan was adopted.

The Board's responsibility is to implement the current year's DBID Operating Plan and to contract for the carrying out of the DBID Operating Plan. The Board also must prepare an annual report and either a reviewed financial statement or audit (per State Statute requirements) and submit it to the Common Council. This will require the BID Board to negotiate with providers of services and materials to carry out the DBID Operating Plan; to enter into various contracts; to monitor development activity, and to ensure compliance with the provisions of applicable statutes and regulations.

The BID Board will operate under the provisions of the BID By-Laws adopted by the BID Board on July 17, 2015, and by the Common Council on September 1, 2015 - amended by the BID Board December 10, 2020 and the Common Council December 15, 2020 (pending). (See Appendix E for the adopted Bylaws).

VI. Financing Method

The proposed expenditures outlined in the budget will be financed with funds collected from the BID assessment. It is estimated that in 2020, the BID will receive \$85,768.38 from the BID 2019 special assessment.

Monies collected from the BID assessment will also be used to contract with Definitely De Pere following the DBID Operating Plan.

VII. Method of Assessment

A. Assessed Parcels

All taxable property used for commercial purposes, as well as those taxed by the state as manufacturing, in the District boundary, will be assessed. Properties used exclusively for residential purposes cannot be assessed under Wis. Stats. §66.1109(5). Mixed-use properties containing both commercial and residential will be fully assessed. Those that are used for commercial, as well as manufacturing, will be assessed. Finally, property exempt from paying real estate taxes or owned by government agencies may not be assessed under Wis. Stats. §66.1109(5).

B. Levy of Assessment

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

The 2020 rates as shown in Appendix C were calculated at a rate of \$1.75 per \$1,000.00 of assessed value. Parcels are assessed by a legal entity (i.e., multiple parcels owned by one legal entity are used as a total). No legal entity is assessed more than \$1,950.00, and no less than \$275.00. Property values used to calculate the BID assessment represent the assessed value of real property, as certified by the City of De Pere Assessor, as of January 1, 2020. Assessments are based per parcel and legal ownership.

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

C. Schedule of Assessments

Appendix C provides a schedule of assessments for 2020 (to fund the 2021 Operating Plan) for all non-exempt parcels in the District based on the formula described above. For convenience, a schedule of all nontaxable parcels exempt from BID assessments are also identified as part of Appendix C.

D. Assessment Collection and Disbursal

The City of De Pere will bill all non-exempt parcel owners the assessed amount in the same manner as other special assessments. The City shall then turn over all collected funds to the BID Board for distribution following the DBID Operating Plan.

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

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

This section shall be sufficient instruction to the City to disburse the BID assessment, without the necessity of an additional disbursement agreement, disbursement method, or accounting method. Disbursements

made under this DBID Operating Plan shall be shown in the City's budget as a line item. Other than as specified herein, the disbursement procedures shall follow the standard City disbursement policy.

E. Annual Report

An annual report prepared by the BID Board is required by section 66.1109 (3) (c) of the Wisconsin Statutes. Definitely De Pere will prepare the annual report for operations in the District as well as obtain the required audit or reviewed financial statement. Definitely De Pere will provide copies of these reports to the City of De Pere for inclusion in the BID Operating Plan. The BID shall be responsible for the payment of any funds specified for the BID audit and related to BID activities for said BID audit and/or reviewed financial statement. State statute includes detail as related to the amount allocated for these items. The BID Board will continue to review, revise, and develop the DBID Operating Plan annually in response to changing development needs within the District.

VIII. City Role in District Operations

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

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

IX. Required Statements

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

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

2. *66.1109(1)(f)(1m) Whether real property used exclusively for manufacturing purposes will be specially assessed.* The District will contain property used exclusively for manufacturing purposes; it will contain properties used in part for manufacturing. These properties will be assessed according to the formula contained herein because it is assumed they will benefit from development in the District.
3. *66.1109(1)(f)(2) The kind, number and location of all proposed expenditures within the business improvement district.* The number and location of proposed expenditures is set forth in Section II.G.
4. *66.1109(1)(f)(3) A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.* The method of financing the estimated expenditures is set forth in Section V.
5. *66.1109 (1) (f) (4) A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.* Please refer to Section II. B, C and E.
6. *66.1109 (1) (f) (5): A legal opinion that subds. 1. to 4. have been complied with.* A legal opinion from the BID Attorney, indicating that the Operating Plan complies with all applicable provisions of Section 66.1109 (1) (f) (1-4) is attached as Appendix F.

X. Severability and Expansion

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

All of the above is specifically authorized under Wis. Stats. §66.1109(3)(b).

APPENDIX A: 2020 Definitely De Pere Budget & City Administrative Costs

City of De Pere Administrative Costs

In 2021, **\$1,000** of BID Assessment funds will be used to fund the City of De Pere administrative costs as outlined below. The dollar amount proposed for BID funds represents only a portion of costs incurred by the City.

Annual Meeting Mailing (printing and postage): \$150

City Staff Time: \$875 (this amount covers only a portion of the time needed to calculate the assessment data, administering the BID meetings, and updating the annual operating plan. Actual City staff costs are estimated at \$2,500)

Key Staff and Responsibilities

Administrative Staff (meeting agendas, meeting minutes, correspondence)

Development Services Director (BID operating plan, parcel & assessment data, correspondence, meeting memos)

GIS Coordinator/Project Manager (BID map, parcel & assessment data)

City Clerk (submittal of assessment data to the County)

City Attorney (statute review)

Definitely De Pere Budget

In 2021, the BID Board will contract with Definitely De Pere in the amount of \$83,437.98 to implement the Operating Plan. The Definitely De Pere draft budget will be provided for review at the annual membership meeting.



APPENDIX C: Properties in the District including Assessed and Exempt Properties

#	PARCEL ID	ADDRESS	PROPERTY OWNER	PROPERTY VALUE	BID PROPERTY VALUE	ASSESSMENT
1	ED-1006	109 N HURON ST	LTF INVESTMENTS LLC	\$97,500	\$97,500	\$170.63
2	ED-1007	715 GEORGE ST	LTF INVESTMENTS LLC	\$54,200	\$54,200	\$94.85
3	ED-1008	705 GEORGE ST	LTF INVESTMENTS LLC	\$279,700	\$279,700	\$489.48
4	ED-1010	114 N SUPERIOR ST	LTF INVESTMENTS LLC	\$20,100	\$20,100	\$35.18
5	ED-1048	820 GEORGE ST	DE PERE CHIROPRACTIC HOLDINGS LLC	\$306,200	\$306,200	\$535.85
6	ED-1058	802 GEORGE ST	FLOUR CHILD LLC	\$328,000	\$328,000	\$574.00
7	ED-1065	109 N ERIE ST	HIMAL LLC	\$47,400	\$47,400	\$82.95
8	ED-1066	821 GEORGE ST	HIMAL LLC	\$393,700	\$393,700	\$688.98
9	ED-1067	805 GEORGE ST	ALI BRI PROPERTIES LLC	\$247,800	\$247,800	\$433.65
10	ED-1088	921 GEORGE ST	SUMMERLEIGH ASSOCIATES INC	\$274,000	\$274,000	\$479.50
11	ED-1089	905 GEORGE ST	BEACHWALKER EXPRESS LLC	\$220,600	\$220,600	\$386.05
12	ED-1094	920 GEORGE ST	ROBERT VANDEURZEN	\$110,500	\$0	\$0.00
13	ED-1095	914 GEORGE ST	CAPRICORN PROPERTIES INC	\$366,900	\$366,900	\$642.08
14	ED-1103	115 S ERIE ST	LEDGE HEAVEN LLC	\$240,400	\$240,400	\$420.70
15	ED-1104	908 GEORGE ST	CRAIG R NELSON	\$181,200	\$181,200	\$317.10
16	ED-1105	900 GEORGE ST	CLYDE B TETZLAFF	\$188,100	\$188,100	\$329.18
17	ED-18-65	201 JAMES ST	CHATEAU DEPERE LLC	\$1,700,000	\$1,700,000	\$1,950.00
18	ED-287	230 S BROADWAY ST	DEPERE CITY OF WELLS PARK	\$0	\$0	\$0.00
19	ED-376	0 N BROADWAY ST	JCA INVESTMENTS LLC	\$564,000	\$564,000	\$987.00
20	ED-377	435 N BROADWAY ST	JCA INVESTMENTS LLC	\$20,300	\$20,300	\$35.53
21	ED-432	432 N WISCONSIN ST	RYAN D PICHLER	\$249,000	\$249,000	\$435.75
22	ED-432-1	340 N WISCONSIN ST	VOYAJONES LLC	\$500,100	\$500,100	\$875.18
23	ED-660	1002 GEORGE ST	ROBERT L VANDEURZEN	\$158,200	\$158,200	\$276.85
24	ED-719	0 FRONT ST	DEPERE CITY OF	\$0	\$0	\$0.00
25	ED-737	0 FRONT ST	WISCONSIN DEPT OF NATURAL RESOURCES	\$0	\$0	\$0.00
26	ED-751	409 N BROADWAY ST	DEPERE HISTORICAL SOCIETY	\$0	\$0	\$0.00
27	ED-752	403 N BROADWAY ST	DEPERE HISTORICAL SOCIETY INC	\$0	\$0	\$0.00
28	ED-756	333 N BROADWAY ST	BROWN COUNTY LIBRARY	\$0	\$0	\$0.00
29	ED-758	301 N BROADWAY ST	301 NORTH BROADWAY LLC	\$1,144,400	\$1,144,400	\$976.41
30	ED-758-1	300 N BROADWAY ST BLK	301 NORTH BROADWAY LLC	\$1,141,100	\$1,141,100	\$973.59
31	ED-766	233 N BROADWAY ST	HEARTLAND AFFORDABLE HOUSING DE PERE LLC	\$2,437,700	\$0	\$0.00
32	ED-767	129 N BROADWAY ST	BROOKS TL HOLDINGS LLC	\$120,200	\$120,200	\$275.00
33	ED-767-1	131 N BROADWAY ST	MC KIM T BOYD	\$102,000	\$102,000	\$275.00
34	ED-768	127 N BROADWAY ST	DIN BROADWAY LLC	\$295,000	\$295,000	\$516.25
35	ED-769	123 N BROADWAY ST	DEPERE CITY OF	\$0	\$0	\$0.00
36	ED-771	117 N BROADWAY ST	BELLE HOLDINGS LLC	\$186,400	\$186,400	\$326.20
37	ED-772	115 N BROADWAY ST	SAKS HOLDINGS LLC	\$166,700	\$166,700	\$138.38
38	ED-774	109 N BROADWAY ST	SAKS HOLDINGS LLC	\$285,200	\$285,200	\$236.75
39	ED-775	107 N BROADWAY ST	MARC P BRUMMEL	\$226,300	\$226,300	\$396.03
40	ED-776	0 N BROADWAY ST	DEPERE CITY OF	\$0	\$0	\$0.00
41	ED-778	100 FRONT ST	LEFEBVRE INVESTMENT CO LLC	\$1,506,600	\$0	\$0.00
42	ED-783	100 S BROADWAY ST	MP BROADWAY LLC	\$68,100	\$68,100	\$48.01
43	ED-784	106 S BROADWAY ST	MP BROADWAY LLC	\$22,900	\$22,900	\$16.14
44	ED-785	114 S BROADWAY ST	MP BROADWAY LLC	\$974,500	\$974,500	\$687.01
45	ED-788	118 S BROADWAY ST	MP BROADWAY LLC	\$266,100	\$266,100	\$187.60
46	ED-788-1	0 S BROADWAY ST	DEPERE CITY OF	\$0	\$0	\$0.00
47	ED-789	126 S BROADWAY ST	126 SOUTH BROADWAY LLC	\$199,000	\$199,000	\$348.25
48	ED-790	132 S BROADWAY ST	MP BROADWAY LLC	\$892,300	\$892,300	\$629.06
49	ED-793	0 FRONT ST	DEPERE CITY OF	\$0	\$0	\$0.00
50	ED-794	0 FRONT ST	DEPERE CITY OF	\$0	\$0	\$0.00
51	ED-796	0 FRONT ST	DEPERE CITY OF	\$0	\$0	\$0.00
52	ED-798	302 GEORGE ST	MP BROADWAY LLC	\$542,100	\$542,100	\$382.17
53	ED-799	0 CHARLES ST	DEPERE CITY OF	\$0	\$0	\$0.00
54	ED-801	0 S BROADWAY ST	DEPERE CITY OF WELLS PARK	\$0	\$0	\$0.00
55	ED-80-3	0 S BROADWAY ST	WISCONSIN DEPT OF NATURAL RESOURCES	\$0	\$0	\$0.00
56	ED-812	221 S BROADWAY ST	DE PERE REDEVELOPMENT AUTHORITY	\$0	\$0	\$0.00
57	ED-816	416 GEORGE ST	BMG DEVELOPMENT LLC	\$398,000	\$398,000	\$696.50
58	ED-818	114 S WISCONSIN ST	DEPERE CITY OF MISSION SQUARE PARKING LOT	\$0	\$0	\$0.00
59	ED-823	150 S WISCONSIN ST	H&M LOMITA LLC	\$2,491,300	\$2,491,300	\$1,950.00
60	ED-824	125 S BROADWAY ST	BEILKE LLC	\$354,400	\$354,400	\$620.20
61	ED-826	123 S BROADWAY ST	SAKS HOLDINGS LLC	\$196,900	\$196,900	\$163.45
62	ED-828	111 S BROADWAY ST	HZ PROPERTIES LLC	\$169,900	\$169,900	\$297.33
63	ED-829	115 S BROADWAY ST	ZOELLER THOMAS G REVOCABLE TRUST	\$292,700	\$292,700	\$512.23
64	ED-831	107 S BROADWAY ST	KEVIN J KRYSHAK	\$280,000	\$280,000	\$490.00
65	ED-833	101 S BROADWAY ST	SAKS HOLDINGS LLC	\$218,900	\$218,900	\$181.71
66	ED-833-1	0 GEORGE ST	DEPERE CITY OF	\$0	\$0	\$0.00
67	ED-834	0 JAMES ST	DEPERE CITY OF	\$0	\$0	\$0.00
68	ED-835	127 N WISCONSIN ST	DEPERE CITY OF	\$0	\$0	\$0.00
69	ED-836	117 N WISCONSIN ST	FIT FAMILY LLC	\$0	\$0	\$0.00
70	ED-837	115 N WISCONSIN ST	FIT FAMILY LLC	\$420,000	\$420,000	\$735.00
71	ED-840	421 GEORGE ST	LEE BUILDING CORP THE	\$471,200	\$471,200	\$451.76
72	ED-841	417 GEORGE ST	GET REEL ENTERTAINMENT LLC	\$227,100	\$227,100	\$397.43
73	ED-842	415 GEORGE ST	WADE CONARD	\$244,700	\$244,700	\$428.23
74	ED-844	102 N BROADWAY ST	BROADWAY INVESTMENT PARTNERS LLC	\$4,555,800	\$4,555,800	\$1,950.00
75	ED-847	112 N BROADWAY ST	STARRY DEVELOPMENT LLC	\$320,100	\$320,100	\$560.18

#	PARCEL ID	ADDRESS	PROPERTY OWNER	PROPERTY VALUE	BID PROPERTY VALUE	ASSESSMENT
76	ED-848	116 N BROADWAY ST	SERA K PROPERTIES LLC	\$325,600	\$325,600	\$569.80
77	ED-850	124 N BROADWAY ST	LEE BUILDING CORP THE	\$1,562,700	\$1,562,700	\$1,498.24
78	ED-851	134 N BROADWAY ST	DEPERE CITY OF	\$0	\$0	\$0.00
79	ED-857	200 N BROADWAY ST	UNION HOTEL CORP	\$379,400	\$379,400	\$663.95
80	ED-861	230 N BROADWAY ST	RSS WFCM 2015-NXS2-WI MRL LLC	\$446,500	\$446,500	\$328.99
81	ED-862	421 CASS ST	DEPERE CITY OF	\$0	\$0	\$0.00
82	ED-864	321 N WISCONSIN ST	DEPERE CITY OF	\$0	\$0	\$0.00
83	ED-865-1	309 N WISCONSIN ST	DEPERE CITY OF	\$0	\$0	\$0.00
84	ED-867	303 N WISCONSIN ST	DEPERE CITY OF	\$0	\$0	\$0.00
85	ED-869	302 N BROADWAY ST	NORTHERN GAS LLC	\$366,100	\$366,100	\$640.68
86	ED-869-1	0 WILLIAM ST	DEPERE CITY OF	\$0	\$0	\$0.00
87	ED-870	314 N BROADWAY ST	WITZYTOO HOLDINGS LLC	\$61,000	\$61,000	\$106.75
88	ED-871	330 N BROADWAY ST	WITZYTOO HOLDINGS LLC	\$289,000	\$289,000	\$505.75
89	ED-875	230 N BROADWAY ST	RSS WFCM 2015-NXS2-WI MRL LLC	\$2,200,000	\$2,200,000	\$1,621.01
90	ED-878	310 N WISCONSIN ST	SRK REALTY GROUP LLC	\$1,159,700	\$1,159,700	\$1,950.00
91	ED-880	320 N WISCONSIN ST	WISCO STREET PARTNERS LLC	\$488,400	\$488,400	\$854.70
92	ED-881	0 N WISCONSIN ST	DEPERE CITY OF	\$0	\$0	\$0.00
93	ED-886	206 N WISCONSIN ST	ASSOCIATED DEPERE BANK	\$1,222,200	\$1,222,200	\$1,950.00
94	ED-893	144 N WISCONSIN ST	SEROOGY BROTHERS LLP	\$1,065,300	\$1,065,300	\$1,577.32
95	ED-897	519 GEORGE ST	LFT INVESTMENTS LLC	\$295,400	\$295,400	\$516.95
96	ED-900	515 GEORGE ST	DEPERE LAW BUILDING LLC	\$542,000	\$542,000	\$948.50
97	ED-901	106 N WISCONSIN ST	LKW HOLDINGS LLC	\$156,700	\$156,700	\$275.00
98	ED-907	518 GEORGE ST	BELLA NOVA LLC	\$299,500	\$299,500	\$524.13
99	ED-914	135 S WISCONSIN ST	SAINT FRANCIS XAVIER CONGREGATION	\$0	\$0	\$0.00
100	ED-915	127 S WISCONSIN ST	STECK LLC	\$302,600	\$0	\$0.00
101	ED-916	119 S WISCONSIN ST	PALS RENTALS LLC	\$126,700	\$126,700	\$275.00
102	ED-917	115 S WISCONSIN ST	SEROOGY BROTHERS LLP	\$251,700	\$251,700	\$372.68
103	ED-918	502 GEORGE ST	JDA ENTERPRISES OF WISCONSIN LLC	\$363,700	\$363,700	\$636.48
104	ED-949	620 GEORGE ST	ROYLE PROPERTIES LLC	\$441,000	\$441,000	\$771.75
105	ED-949-1	614 GEORGE ST	KEVIN L CHARLES	\$181,500	\$181,500	\$317.63
106	ED-952-1	0 S SUPERIOR ST	KEVIN L CHARLES	\$8,600	\$8,600	\$15.05
107	ED-957	121 S MICHIGAN ST	WISCONSIN DEPT OF TELEPHONE CO	\$0	\$0	\$0.00
108	ED-960	610 GEORGE ST	NIP IT LLC	\$141,900	\$141,900	\$275.00
109	ED-961	600 GEORGE ST	GREGORY J CORNELL	\$361,200	\$361,200	\$632.10
110	ED-966	623 GEORGE ST	DECLERNE ZELLNER INC	\$378,000	\$378,000	\$661.50
111	ED-967	615 GEORGE ST	DANEN PROPERTIES LLC	\$160,100	\$160,100	\$280.18
112	ED-968-1	611 GEORGE ST	DANEN PROPERTIES LLC	\$105,800	\$105,800	\$185.15
113	ED-968-2	609 GEORGE ST RR	VANEGEREN MARSHA REVOCABLE LIVING TRUST	\$400	\$400	\$275.00
114	ED-968-3	609 GEORGE ST	DANEN PROPERTIES LLC	\$246,500	\$246,500	\$431.38
115	ED-969	108 N MICHIGAN ST	CLIFFORD U HANNON	\$216,900	\$216,900	\$0.00
116	ED-970	114 N MICHIGAN ST	WILDROOT LLC	\$184,600	\$184,600	\$323.05
117	WD-1646	555 MAIN AVE 101	STF REVOCABLE TRUST	\$144,000	\$0	\$0.00
118	WD-1647	555 MAIN AVE 102	AARON P KEMPEN	\$129,200	\$0	\$0.00
119	WD-1648	555 MAIN AVE 103	PAUL A SULLIVAN	\$151,700	\$0	\$0.00
120	WD-1649	555 MAIN AVE 104	JAMES F ROBINSON, ETAL	\$151,700	\$0	\$0.00
121	WD-1650	555 MAIN AVE 105	RACHEL MUHS	\$174,300	\$0	\$0.00
122	WD-1651	555 MAIN AVE 106	KARIE A VERBOOMEN	\$129,600	\$0	\$0.00
123	WD-1652	555 MAIN AVE 107	LINDA L STEENO	\$131,800	\$0	\$0.00
124	WD-1653	555 MAIN AVE 108	RONALD J WATERMOLEN	\$140,000	\$0	\$0.00
125	WD-1654	555 MAIN AVE 109	DANIEL J PAGEL	\$151,700	\$0	\$0.00
126	WD-1655	555 MAIN AVE 110	ANTERPREET SINGH	\$171,700	\$0	\$0.00
127	WD-1656	555 MAIN AVE 111	MARTIN L VANDEVEN	\$136,000	\$0	\$0.00
128	WD-1657	555 MAIN AVE 112	SUSAN A MINTEN	\$129,200	\$0	\$0.00
129	WD-1658	555 MAIN AVE 113	TIMOTHY LINDERS	\$125,600	\$0	\$0.00
130	WD-1659	555 MAIN AVE 114	GLENDA R ENDERSON	\$160,800	\$0	\$0.00
131	WD-1660	555 MAIN AVE 115	DONNA T PASTERNAK	\$128,800	\$0	\$0.00
132	WD-1661	555 MAIN AVE 116	DIANE K DICK	\$156,400	\$0	\$0.00
133	WD-1662	555 MAIN AVE 201	CHRISTOPHER D SAMP	\$234,300	\$0	\$0.00
134	WD-1663	555 MAIN AVE 202	MELODY R GOTTOWSKI	\$228,200	\$0	\$0.00
135	WD-1664	555 MAIN AVE 203	WARREN J HAGANES	\$151,700	\$0	\$0.00
136	WD-1665	555 MAIN AVE 204	PATRICK J DUCHATEAU	\$151,700	\$0	\$0.00
137	WD-1666	555 MAIN AVE 205	EDWARD Y LIN	\$566,700	\$0	\$0.00
138	WD-1667	555 MAIN AVE 206	KHALED BOUBENIDER	\$257,600	\$0	\$0.00
139	WD-1668	555 MAIN AVE 208	JONATHAN P ANDERSON	\$196,300	\$0	\$0.00
140	WD-1669	555 MAIN AVE 209	THOMAS R KRAUSE	\$251,100	\$0	\$0.00
141	WD-1670	555 MAIN AVE 210	MERVYN G LALLY	\$257,600	\$0	\$0.00
142	WD-1671	555 MAIN AVE 211	JOHN VANDEVEN	\$235,100	\$0	\$0.00
143	WD-1672	555 MAIN AVE 212	DONNA J WAGNER	\$221,500	\$0	\$0.00
144	WD-1673	555 MAIN AVE 213	KYLE H VANDENHEUVEL	\$205,000	\$0	\$0.00
145	WD-1674	555 MAIN AVE 214	LINDA L BOYWID, TRUSTEE	\$275,000	\$0	\$0.00
146	WD-1675	555 MAIN AVE 215	MATTHEW R CRULL	\$190,100	\$0	\$0.00
147	WD-1676	555 MAIN AVE 216	IVETE C MILLER	\$200,400	\$0	\$0.00
148	WD-216	300 GRANT ST	SAINT NORBERT COLLEGE INC	\$3,819,600	\$3,819,600	\$1,950.00
149	WD-279	509 MAIN AVE	CAPITAL CREDIT UNION	\$127,500	\$127,500	\$223.13
150	WD-281	108 S FIFTH ST	CAPITAL CREDIT UNION	\$804,200	\$804,200	\$1,407.35

#	PARCEL ID	ADDRESS	PROPERTY OWNER	PROPERTY VALUE	BID PROPERTY VALUE	ASSESSMENT
151	WD-283	499 MAIN AVE	GENCAP DE PERE 1 LLC	\$60,400	\$60,400	\$40.10
152	WD-284	109 S FIFTH ST	GENCAP DE PERE 1 LLC	\$47,700	\$47,700	\$31.67
153	WD-286	473 MAIN AVE	GENCAP DE PERE 1 LLC	\$47,600	\$47,600	\$31.60
154	WD-287	400 MAIN AVE BLK	GENCAP DE PERE 1 LLC	\$47,600	\$47,600	\$31.60
155	WD-288	441 MAIN AVE	PEOPLES MARINE BANK OF GREEN BAY	\$1,020,500	\$1,020,500	\$1,785.88
156	WD-295	444 REID ST	PARK PLACE HOLDINGS REID STREET LLC	\$1,900,000	\$1,900,000	\$1,950.00
157	WD-306	525 REID ST	N E W DEVELOPERS LLC	\$432,000	\$432,000	\$756.00
158	WD-310	430 GRANT ST	NICOLET HIGHLANDS LLC	\$5,899,400	\$0	\$0.00
159	WD-367	300 MAIN AVE	HAWK HOLDINGS LLC	\$323,400	\$323,400	\$565.95
160	WD-369	320 MAIN AVE	THE CONNECTIVE LLC	\$446,100	\$446,100	\$780.68
161	WD-371	330 MAIN AVE	STAGECOACH ENTERPRISES LLC	\$181,400	\$181,400	\$317.45
162	WD-372	334 MAIN AVE	A&K LONGBRANCH LLC	\$247,000	\$247,000	\$432.25
163	WD-373	338 MAIN AVE	RICK J HERYMAN	\$142,300	\$142,300	\$275.00
164	WD-374	342 MAIN AVE	PAUL H WILLEMS	\$97,800	\$0	\$275.00
165	WD-375	348 MAIN AVE	CHRIS C RENIER	\$131,300	\$131,300	\$275.00
166	WD-376	360 MAIN AVE	DE PERE CITY OF	\$35,900	\$0	\$0.00
167	WD-377	0 MAIN AVE	DEPERE CITY OF	\$0	\$0	\$0.00
168	WD-378	366 MAIN AVE	DAVID J MATYAS	\$196,300	\$196,300	\$343.53
169	WD-379	368 MAIN AVE	SAKS HOLDINGS LLC	\$270,000	\$270,000	\$224.13
170	WD-380	380 MAIN AVE	OLD NELL PROPERTIES LLC	\$404,800	\$404,800	\$708.40
171	WD-381	400 MAIN AVE	SECOR JEROME J REVOCABLE TRUST	\$283,800	\$283,800	\$496.65
172	WD-386	436 MAIN AVE	ISC PROPERTY LLC	\$337,100	\$337,100	\$589.93
173	WD-387	444 MAIN AVE	F & J PROPERTIES LLC	\$325,700	\$325,700	\$569.98
174	WD-387-1	0 MAIN AVE	JAMES J KROPP	\$70,600	\$70,600	\$123.55
175	WD-388	486 MAIN AVE	SMOOTH MONEY OF DE PERE LLC	\$390,200	\$390,200	\$682.85
176	WD-389-2	500 MAIN AVE UNIT A-D	DUTCH BOYZ DE PERE LLC	\$1,780,000	\$1,780,000	\$1,950.00
177	WD-389-3	550 MAIN AVE	CHRIST THE ROCK CHURCH INC	\$59,600	\$59,600	\$114.00
178	WD-389-4	556 MAIN AVE	CHRIST THE ROCK CHURCH INC	\$0	\$0	\$0.00
179	WD-389-5	0 FORT HOWARD AVE	CHRIST THE ROCK CHURCH INC	\$42,200	\$42,200	\$161.00
180	WD-403	103 N SIXTH ST	RALPH E SANDERS	\$346,700	\$346,700	\$606.73
181	WD-404	101 FORT HOWARD AVE	DECLREENE ZELLNER LLC	\$299,700	\$299,700	\$524.48
182	WD-404-2	0 MAIN AVE	WISCONSIN DEPT OF TRANSPORTATION	\$0	\$0	\$0.00
183	WD-623	500 GRANT ST	GRANT STREET HOLDINGS LLC	\$600,300	\$600,300	\$1,050.53
184	WD-634	0 GRANT ST	SAINT NORBERT COLLEGE INC	\$0	\$0	\$0.00
185	WD-634-2	400 GRANT ST	SAINT NORBERT COLLEGE INC	\$0	\$0	\$0.00
186	WD-884	401 MAIN AVE	SCHLEIS PROPERTIES LLC	\$472,000	\$472,000	\$826.00
187	WD-885	407 MAIN AVE	KIP A DETRY	\$141,300	\$141,300	\$247.28
188	WD-886	409 MAIN AVE	KIP A DETRY	\$138,500	\$138,500	\$242.38
189	WD-887	413 MAIN AVE	DEAN G RHODES	\$217,800	\$217,800	\$381.15
190	WD-888	417 MAIN AVE	KENNETH J MARTIN	\$138,500	\$138,500	\$275.00
191	WD-889	421 MAIN AVE	JAMES J KROPP	\$387,600	\$387,600	\$678.30
192	WD-890-1	441 MAIN AVE	PEOPLES MARINE BANK OF GREEN BAY	\$200	\$200	\$0.35
193	WD-893	400 REID ST	GENCAP DE PERE 1 LLC	\$2,733,900	\$2,733,900	\$1,815.03
194	WD-906	301 MAIN AVE	PHE WI LLC	\$415,100	\$415,100	\$726.43
195	WD-907	305 MAIN AVE	E SALES INC	\$325,000	\$325,000	\$568.75
196	WD-908	313 MAIN AVE	313 MAIN IN DE PERE LLC	\$284,500	\$284,500	\$497.88
197	WD-909	317 MAIN AVE	LIFE CHURCH GREEN BAY INC	\$643,600	\$643,600	\$1,126.30
198	WD-910	321 MAIN AVE	KEY PROPERTY MANAGEMENT LLC	\$158,500	\$158,500	\$277.38
199	WD-911	327 MAIN AVE	TILKENS HOLDINGS LLC	\$394,300	\$394,300	\$690.03
200	WD-912	331 MAIN AVE	NICK BROTHERS PARTNERSHIP	\$311,600	\$311,600	\$545.30
201	WD-913	337 MAIN AVE	MIRHASHEMI INC	\$259,200	\$259,200	\$453.60
202	WD-915	345 MAIN AVE	MANNING RONALD G & MARY A PFUTZENREUTER JT REV	\$169,800	\$169,800	\$297.15
203	WD-917	353 MAIN AVE	SAKS HOLDINGS LLC	\$275,000	\$275,000	\$228.28
204	WD-917-1	0 MAIN AVE	DEPERE CITY OF	\$0	\$0	\$0.00
205	WD-917-2	0 MAIN AVE	DEPERE CITY OF	\$0	\$0	\$0.00
206	WD-918	355 MAIN AVE	CONNECTIVE PROPERTIES LLC	\$171,700	\$171,700	\$300.48
207	WD-920	365 MAIN AVE	SAKS HOLDINGS LLC	\$649,000	\$649,000	\$538.74
208	WD-921	371 MAIN AVE	ABTS INVESTMENTS LLC	\$141,200	\$141,200	\$275.00
209	WD-922	375 MAIN AVE	DENNIS M LARSON	\$216,600	\$216,600	\$379.05
210	WD-923	377 MAIN AVE	SAKS HOLDINGS LLC	\$287,400	\$287,400	\$238.57
211	WD-925	115 FOURTH ST	BLACK PUCK REALTY LLC	\$425,200	\$425,200	\$744.10
212	WD-926	340 REID ST BLK	DEPERE CITY OF NICOLET SQUARE PARKING LOT	\$0	\$0	\$0.00
213	WD-928	340 REID ST	DEPERE CITY OF NICOLET SQUARE PARKING LOT	\$0	\$0	\$0.00
214	WD-930	330 REID ST	LUTSEY ENTERPRISES LLP	\$822,900	\$822,900	\$1,440.08
215	WD-931	116 THIRD ST	AIJANGO PROPERTIES LLC	\$219,000	\$219,000	\$383.25
216	WD-933	110 THIRD ST	DEPERE CITY OF	\$0	\$0	\$0.00
217	WD-955	303 REID ST	REID STREET RETAIL LLC	\$1,180,000	\$1,180,000	\$1,950.00
218	WD-961	325 REID ST	TWEET BROTHERS RENTAL PARTNERSHIP	\$3,510,000	\$3,510,000	\$1,950.00
219	WD-965	401 REID ST	JAYAMBEY LLC	\$581,600	\$581,600	\$1,017.80

APPENDIX D: Wisconsin Statutes Section 66.1109

Wisconsin BID Law: 66.1109 Business improvement districts.

(1) In this section:

- (a) "Board" means a business improvement district board appointed under sub. (3) (a).
- (b) "Business improvement district" means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.
- (c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.
- (d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.
- (e) "Municipality" means a city, village or town.
- (f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:
 - 1. The special assessment method applicable to the business improvement district.
 - 1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.
 - 2. The kind, number and location of all proposed expenditures within the business improvement district.
 - 3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.
 - 4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.
 - 5. A legal opinion that subds. 1. to 4. have been complied with.
- (g) "Planning commission" means a plan commission under s. 62.23, or if none a board of public land commissioners, or if none a planning committee of the local legislative body.

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

- (a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under par. (b) has petitioned the municipality for creation of a business improvement district.
- (b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.
- (c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.
- (d) Within 30 days after the hearing under par. (c), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40 percent of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.
- (e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.

(2m) A municipality may annex territory to an existing business improvement district if all of the following are met:

- (a) An owner of real property used for commercial purposes and located in the territory proposed to be annexed has petitioned

the municipality for annexation.

(b) The planning commission has approved the annexation.

(c) At least 30 days before annexation of the territory, the planning commission has held a public hearing on the proposed annexation. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of a detail map showing the boundaries of the territory proposed to be annexed to the business improvement district shall be sent by certified mail to all owners of real property within the territory proposed to be annexed. The notice shall state the boundaries of the territory proposed to be annexed.

(d) Within 30 days after the hearing under par. (c), the owners of property in the territory to be annexed that would be assessed under the operating plan having a valuation equal to more than 40 percent of the valuation of all property in the territory to be annexed that would be assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property in the territory to be annexed that would be assessed under the operating plan having an assessed valuation equal to more than 40 percent of the assessed valuation of all property in the territory to be annexed that would be assessed under the operating plan, have not filed a petition with the planning commission protesting the annexation.

(3)

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

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

(c) The board shall prepare and make available to the public annual reports describing the current status of the business improvement district, including expenditures and revenues. The report shall include one of the following:

1. If the cash balance in the segregated account described under sub. (4) equaled or exceeded \$300,000 at any time during the period covered by the report, the municipality shall obtain an independent certified audit of the implementation of the operating plan.
2. If the cash balance in the segregated account described under sub. (4) was less than \$300,000 at all times during the period covered by the report, the municipality shall obtain a reviewed financial statement for the most recently completed fiscal year. The statement shall be prepared in accordance with generally accepted accounting principles and include a review of the financial statement by an independent certified public accountant.

(cg) For calendar years beginning after December 31, 2018, the dollar amount at which a municipality is required to obtain an independent certified audit under par. (c) 1. and the dollar amount at which a municipality is required to obtain a reviewed financial statement under par. (c) 2. shall be increased each year by a percentage equal to the percentage change between the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August of the previous year and the U.S. consumer price index for all urban consumers, U.S. city average, for the month of August 2017, as determined by the federal department of labor. Each amount that is revised under this paragraph shall be rounded to the nearest multiple of \$10 if the revised amount is not a multiple of \$10 or, if the revised amount is a multiple of \$5, such an amount shall be increased to the next higher multiple of \$10.

(cr) The municipality shall obtain an additional independent certified audit of the implementation of the operating plan upon termination of the business improvement district.

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

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

- (4g) A municipality may convert a business improvement district under this section into a neighborhood improvement district under s. 66.1110 if an owner of real property that is subject to general real estate taxes, that is used exclusively for residential purposes, and that is located in the business improvement district petitions the municipality for the conversion. If the municipality approves the petition, the board shall consider and may make changes to the operating plan under s. 66.1110 (4) (b).
- (4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:
- (a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.
 - (b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under par. (c) and unless the business improvement district is not terminated under par. (e).
 - (c) Within 30 days after the filing of a petition under this subsection, the planning commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a class 2 notice under ch. 985. Before publication, a copy of the notice together with a copy of the operating plan and a copy of a detail map showing the boundaries of the business improvement district shall be sent by certified mail to all owners of real property within the business improvement district. The notice shall state the boundaries of the business improvement district and shall indicate that copies of the operating plan are available from the planning commission on request.
 - (d) Within 30 days after the date of hearing under par. (c), every owner of property assessed under the operating plan may send written notice to the planning commission indicating, if the owner signed a petition under this subsection, that the owner retracts the owner's request to terminate the business improvement district, or, if the owner did not sign the petition, that the owner requests termination of the business improvement district.
 - (e) If after the expiration of 30 days after the date of hearing under par. (c), by petition under this subsection or subsequent notification under par. (d), and after subtracting any retractions under par. (d), the owners of property assessed under the operating plan having a valuation equal to more than 50 percent of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50 percent of the assessed valuation of all property assessed under the operating plan, have requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.
- (5)
- (a) Real property used exclusively for residential purposes and real property that is exempted from general property taxes under s. 70.11 may not be specially assessed for purposes of this section.
 - (b) A municipality may terminate a business improvement district at any time.
 - (c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.
 - (d) If real property that is specially assessed as authorized under this section is of mixed use such that part of the real property is exempted from general property taxes under s. 70.11 or is residential, or both, and part of the real property is taxable, the municipality may specially assess as authorized under this section only the percentage of the real property that is not tax-exempt or residential. This paragraph applies only to a 1st class city.

History: 1983 a. 184; 1989 a. 56 s. 258; 1999 a. 150 s. 539; Stats. 1999 s. 66.1109; 2001 a. 85; 2017 a. 59, 70, 189.

Copied from: <https://docs.legis.wisconsin.gov/statutes/statutes/66/XI/1109/1/b> (accessed November 1, 2020)

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

APPENDIX E: Adopted Bylaws

BUSINESS IMPROVEMENT DISTRICT

ARTICLE I MEMBERS

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

ARTICLE II MEMBERSHIP MEETINGS

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

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

Section 3. Notice. Email (or mail) notice of every meeting of the membership (annual or special), stating the place, date, and hour of the meeting, shall be sent to each member not less than seven (7) or more than thirty (30) days before the date of the meeting. Other interested parties shall be given such notice of meetings as the Board of Directors deem appropriate. Public Notice of all meetings of the BID Board shall be given as required under Wis. Stats. §19.84 *et seq.*

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

ARTICLE III BOARD OF DIRECTORS

Section 1. Federal Requirement. BID Members can recommend future BID Board members appointments to the BID Board. The BID Board will provide the recommended nominations to the Mayor. The Mayor shall appoint members to the BID Board, subject to confirmation of the Common Council, members from these nominations to the BID Board. Pursuant to Wis. Stats. §66.1109(3), the BID Board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district. The BID Board shall also include a representative of the Mayor or Council. Common Council

Section 2. Responsibilities. The BID Board's shall be responsible contracting for services to implement the current year's DBID Operating Plan, contracting for preparation of an annual report and audit of the District, annually considering and making changes to the DBID Operating Plan and submitting the DBID Operating Plan for the following year to the Common Council of the City of De Pere for approval, together with all other powers granted under Wis. Stats. §66.1109 and under the DBID Operating Plan and Bylaws. These

duties include the BID Board negotiating with providers of services (primarily to Definitely De Pere) and materials to carry out the DBID Operating Plan; entering into various contracts for services, including to monitor development activity; and to ensure the District's compliance with the provisions of applicable statutes and regulations.

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

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

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

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

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

Section 6. Meetings. All meetings of the BID Board shall be governed by the Wisconsin Open Meetings Law (Wis. Stats. §19.84 *et seq.*). Meeting agendas will be provided as required under Wis. Stats. 19.84 and will be posted on the City of De Pere's website. Minutes will be recorded and submitted to the City Clerk and the BID Board. Roberts Rules of Order shall govern the parliamentary procedures at all meetings when not in conflict with these Bylaws.

Section 7. Record Keeping. Files and records of the BID Board's affairs shall be kept pursuant to the requirements of the Public Records Law (Wis. Stats. §19.35 *et seq.*) and shall be kept and maintained by the City Development Services Department..

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

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

Section 10. Quorum. At all meetings of the BID Board, a majority of the Board shall constitute a

quorum for the transaction of business. If a quorum shall not be present at any meeting of the BID Board, the meeting shall be rescheduled.

Section 11. BID Board Powers. The BID Board shall have all the powers authorized by law, including but not limited to, the following powers:

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

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

Section 12. BID Board Authority. The BID Board of Directors shall be required to conform to the DBID Operating Plan presented to and approved by the De Pere Common Council each year and shall be subject to the Wisconsin Statutes Section 66.1109 covering the Business Improvement Districts (BIDs).

ARTICLE IV **COMMITTEES**

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

ARTICLE V **OFFICERS**

Section 1. General. The Officers of the BID Board shall consist of a Chair, Vice-Chair, Secretary, Treasurer and such other Officers as may be deemed necessary.

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

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

- A. Chair. The Chair shall preside at all business meetings. In the absence of the Chair, the Vice-Chair

shall preside. The Chair may appoint other Officers to preside at meetings of the BID Board other than business meetings. The Chair shall perform such duties as are usually incumbent upon that office, together with such other duties as may be directed by resolution of the BID Board .

- B. Secretary. The Secretary shall record and maintain in good order all minutes of all meetings and all records and correspondence of the District , and shall email copies of the minutes of each membership meeting to all members within 60 days of the conclusion of each meeting. The Secretary shall also have such duties as may be assigned by the BID Board .
- C. Treasurer. The Treasurer shall maintain in good order all financial records of the District . The Treasurer shall also have such other duties as may be assigned by the BID Board .
- D. Temporary Officers. In case of absence or disability of any Officer and of any person authorized to perform duties in the Officer's place during such periods of absence or disability, the Chair may, from time to time, delegate the powers and duties of other such Officers or to any BID Member.

ARTICLE VI

FINANCES

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

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

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

ARTICLE VII

AMENDMENTS

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

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

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

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

Adopted by BID Board on:

December 10, 2020

Adopted by City of De Pere Common Council on: December 15, 2020 (pending)

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

MEETING DATE: December 15, 2020

DEPARTMENT: Board of Public Works

FROM: Scott Thoresen

SUBJECT: Ordinance #20-23 Amending Chapter 150 De Pere Municipal Code Regarding Traffic Regulations (Schedule G. Parking).

The Board of Public Works at the December 7, 2020 meeting approved restricting parking on the west side of Huron Street from 120 feet north of George Street to Ridgeway Boulevard and moved to send it to the Common Council for approval. The motion passed with a 5-0 vote.

ATTACHMENTS:

- Ord20-23 (PDF)
- 2020 1207 CI_BOPW-Huron Street Parking (PDF)
- 2020 1202 Parking Survey Responses (PDF)

ORDINANCE #20-23

AMENDING CHAPTER 150 DE PERE MUNICIPAL CODE REGARDING TRAFFIC REGULATIONS
(Schedule G. Parking)

THE COMMON COUNCIL OF THE CITY OF DE PERE DO ORDAIN AS FOLLOWS:

Section 1: Section 150-23, Schedule G (PARKING), is hereby amended as follows:

A. DELETIONS:

NO PARKING			
<i>Street</i>	<i>Side of Street</i>	<i>From Curbline or Feet/Dir. Of Curbline</i>	<i>To Curbline or Feet/Dir. of Start</i>
Huron Street	W	George Street	James Street

B. ADDITIONS:

NO PARKING			
<i>Street</i>	<i>Side of Street</i>	<i>From Curbline or Feet/Dir. Of Curbline</i>	<i>To Curbline or Feet/Dir. of Start</i>
Huron Street	W	120' N/O George Street	James Street
Huron Street	W	James Street	William Street
Huron Street	W	Franklin Street	Fulton Street
Huron Street	W	Fulton Street	Morris Street
Huron Street	W	Morris Street	Ridgeway Boulevard

Section 2: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 3: This ordinance shall take effect on and after its passage and publication.

Ordinance #20-23
Page 2 of 2

Adopted by the Common Council of the City of De Pere, Wisconsin, this 15th day of
December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Board/Committee Approval: 12/07/2020

Publication Date: _____

Effective Date: _____

CITY OF DE PERE MEMO



To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Eric P. Rakers, P.E., City Engineer
Date: December 7, 2020

RE: **Consideration and Possible Action to Restrict Parking on the West Side of Huron Street***

The Engineering Department received two different requests to restrict parking on Huron Street between George Street and Ridgeway Boulevard due to the street width. This was discussed at a Parking and Traffic Meeting which supported the request. A survey was sent to residents along this section of Huron Street.

BACKGROUND

At the October 23rd, 2020 City Engineer Parking and Traffic Meeting, a change in parking restrictions was discussed for the west side of Huron Street from George Street to Ridgeway Boulevard. This was presented to the Board on November 9th, 2020 meeting under the discussion item as follows:

1. *Review parking restrictions on N. Huron from George Street to Ridgeway Boulevard Street due to new development by Franklin Street and the new Notre Dame School and the narrow street.*

Huron Street is 24 feet wide. Per the existing Ordinance, parking is restricted on the west side from George Street to James Street and William Street to Franklin Street.

In 2017, Huron Road was reconstructed with a parking lane added on the west side from George Street to 120 feet north of George Street.

For new construction, the City standard for a street with parking on both sides is 32 feet wide. As noted above, Huron Street is 24 feet wide. The proposed change will restrict parking on the entire west side from 120 feet north of George Street to Ridgeway Boulevard.

A survey was sent to property owners within the proposed limits. Based on the responses, 13 are in favor of the change in parking and 3 are opposed. Property owners have been invited to attend this meeting.

RECOMMENDATION

Staff recommends the Ordinance be updated to restrict parking on the west side of Huron Street from 120' N/O of George Street to Ridgeway Boulevard.

The language for the ordinance will be as follows:

Delete the following:

NO PARKING			
Street	Side of Street	From Curbline or Feet/Dir. of Curbline	To Curbline or Feet/Dir. of Start
Huron Street	W	George Street	James Street

Insert the following:

NO PARKING			
Street	Side of Street	From Curbline or Feet/Dir. of Curbline	To Curbline or Feet/Dir. of Start
Huron Street	W	120' N/O George Street	James Street
Huron Street	W	James Street	William Street
Huron Street	W	Franklin Street	Fulton Street
Huron Street	W	Fulton Street	Morris Street
Huron Street	W	Morris Street	Ridgeway Boulevard

Attachments:

Huron Street Parking Survey Results (PDF)

Huron Street Parking Survey Results
George Street to Ridgeway Boulevard
December 3, 2020

Name	Address	Support	Oppose	No Preference	Comments
LTF Investments LLC	715 George St, 109, 115, & 121 N. Huron St	X			
Brian & Rachel Sagrillo	636 N. Huron St	X			Navigating N. Huron can be difficult when cars are parked on both sides of the street
Wesley & Dawn Alberts	514 N. Huron St	X			Full support. Have called the non-emergency police in the past as were unable to get their vehicles through the street to their home.
Pete Larsen	616 N. Huron St	X			
Kristina & Brian Reignier	515 N. Huron St	X			
Justin Boysen	608 N. Huron St		X		Parking on both sides slows down traffic and reduces vehicle noise.
Karen Sternkopf	501 N. Huron St	X			Navigating N. Huron can be difficult when cars are parked on both sides of the street
Eric & Tammy Stiles	602 N. Huron St	X			Navigating N. Huron can be difficult when cars are parked on both sides of the street-have needed to take alternate routes home to avoid N. Huron St
Margaret Manning	521 N. Huron St	X			
Ken Nier	726 N. Huron St		X		Resides on east side of street and fears the visitors for neighbors across the street will constantly be parked in front of his home

Huron Street Parking Survey Results
George Street to Ridgeway Boulevard
December 3, 2020

Name	Address	Support	Oppose	No Preference	Comments
Don Mjelde	641 N. Huron St	X			Navigating N. Huron can be difficult when cars are parked on both sides of the street, or even with parking on one side but understands some parking should be allowed. Visibility concern when turning onto Huron from George and vise versa
Andrew & Katherine Mayer	509 N. Huron St		X		Residents on both sides of the streets have visitors that would require parking and there is only room when both sides are utilized for parking. Small inconvenience to slow down for parked cars and believes it is only an issue that happens on a small scale
Kathleen Fennessy	218 N. Huron St	X			Hoping for a change for a long time. Navigating N. Huron can be difficult when cars are parked on both sides of the street
Dennis & Shirley Penasa	221 N. Huron St	X			Safety and slowing traffic should be main priorities
April Clark	725 Fulton St	X			
Scott Pansier	630 N. Huron St	X			Restricting parking on the east side, especially at William St, would make negotiating the curve safer with cars on the outside of the curve rather than the inside



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: City Attorney

FROM: Angela Zills

SUBJECT: Ordinance #20-24 Amending Chapter 23 De Pere Municipal Code to Provide Penalties for Commercial Application and Sale of Coal Tar and Other High-PAH Sealant Products.

ATTACHMENTS:

- Ord20-24 (PDF)
- Mayor & CC - Coal Tar Ord amend plus penalty Resol (PDF)

ORDINANCE #20-24

AMENDING CHAPTER 23 DE PERE MUNICIPAL CODE TO PROVIDE PENALTIES FOR
COMMERCIAL APPLICATION AND SALE OF COAL TAR
AND OTHER HIGH-PAH SEALANT PRODUCTS

THE COMMON COUNCIL OF THE CITY OF DE PERE DO ORDAIN AS FOLLOWS:

Section 1: 23-4. - ENFORCEMENT AND PENALTIES, is hereby amended by adding the following:

- (b) Any person or entity that violates any provisions of section 23-2 by applying, selling, offering to sell, or displaying any coal tar sealant product or high-PAH sealant product for commercial or commercial developer purposes may be subjected to forfeiture as determined by resolution of the Common Council. Each day that application is made shall constitute a separate offense.

Section 2: All ordinances or parts of ordinances in conflict herewith are hereby

repealed to the extent of such conflict.

Section 3: This ordinance shall take effect on January 1, 2021.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 15th day of December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Effective Date: 01/01/2021

MEMORANDUM

TO: Mayor James Boyd
Members of the Common Council

FROM: Judith Schmidt-Lehman, City Attorney

DATE: December 15, 2020 (meeting date)

RE: Ordinance 20 –24 Amending Chapter 23 De Pere Municipal Code to Provide Penalties for Commercial Application and Sale of Coal Tar and Other High-PAH Sealant Products and Resolution 20- 125 Establishing Penalties for Violations of Chapter 23

On November 17, 2020, the Council approved Ordinance 20-21 Regulating the Application and Sale of Coal Tar and Other High-PAH Sealant Products. Unfortunately, the ordinance that was approved inadvertently omitted the necessary penalty provision for the commercial sale and use of these products. Therefore, it is necessary to amend the ordinance to include language providing for those penalties.

Further, the city's ordinances provide for the Council to establish the ordinance violation forfeitures by resolution. Resolution 20- 125, Establishing Penalties for Violations of Chapter 23 of the Code is also on the December 1, 2020 agenda. The proposed penalties for residential violations in this Resolution are consistent with the penalties established for other business related offenses in the City. Other municipal ordinances regulating commercial sale/use of these substances include penalties ranging up to as high as \$2000 - \$5000 for third and subsequent offenses. Since the City's existing forfeiture schedule does not exceed \$500 for any other listed offense (copy attached), the proposed City schedule for identifies a \$1000 forfeiture for third and subsequent commercial offenses. Under Section 1-11 De Pere Municipal Code, the maximum forfeiture for violation of an ordinance is \$2000.00 plus costs.

If you have any questions or concerns regarding these matters ahead of the December 15, 2020 meeting, please let either Eric Rakers or me know.

JSL



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: City Attorney

FROM: Judith Schmidt-Lehman

SUBJECT: Resolution #20-125 Establishing Penalties for Violations of Chapter 23 De Pere Municipal Code Regulating the Application and Sale of Coal Tar and Other High-PAH Sealant Products.

ATTACHMENTS:

- Reso20-125 (PDF)
- Mayor & CC - Coal Tar Ord amend plus penalty Resol (PDF)

RESOLUTION #20-125

ESTABLISHING PENALTIES FOR VIOLATIONS OF CHAPTER 23 DE PERE
MUNICIPAL CODE REGULATING THE APPLICATION AND SALE OF
COAL TAR AND OTHER HIGH-PAH SEALANT PRODUCTS

WHEREAS, pursuant to the creation of Chapter 23 De Pere Municipal Code, the Common Council is required to establish, by Resolution, penalties for violations of said Section to be included in the Municipal Court Bond Schedule.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Common Council hereby imposes the following forfeitures to be included in the Municipal Court Bond Schedule for violation of Section 23-22 De Pere Municipal Code, Regulation of the Application and Sale of Coal Tar or Other High PAH Sealant Products, as follows:

Violations Involving Residential Application:

First Offense: \$200.00

Second Offense: \$350.00

Third and Subsequent Offense: \$500.00

Violations Involving Commercial Sale and Application:

First Offense: \$300.00

Second Offense: \$600.00

Third and Subsequent Offense: \$1000.00

BE IT FURTHER RESOLVED THAT:

Said forfeitures shall be subject to additional penalties, fees and other costs required by law as included in the Municipal Court Bond Schedule.

Resolution #20-125

Page 2 of 2

BE IT FURTHER RESOLVED THAT:

The penalties established hereunder shall be effective as of January 1, 2021.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 15th day of
December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

MEMORANDUM

TO: Mayor James Boyd
Members of the Common Council

FROM: Judith Schmidt-Lehman, City Attorney

DATE: December 15, 2020 (meeting date)

RE: Ordinance 20 –24 Amending Chapter 23 De Pere Municipal Code to Provide Penalties for Commercial Application and Sale of Coal Tar and Other High-PAH Sealant Products and Resolution 20- 125 Establishing Penalties for Violations of Chapter 23

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Further, the city's ordinances provide for the Council to establish the ordinance violation forfeitures by resolution. Resolution 20- 125, Establishing Penalties for Violations of Chapter 23 of the Code is also on the December 1, 2020 agenda. The proposed penalties for residential violations in this Resolution are consistent with the penalties established for other business related offenses in the City. Other municipal ordinances regulating commercial sale/use of these substances include penalties ranging up to as high as \$2000 - \$5000 for third and subsequent offenses. Since the City's existing forfeiture schedule does not exceed \$500 for any other listed offense (copy attached), the proposed City schedule for identifies a \$1000 forfeiture for third and subsequent commercial offenses. Under Section 1-11 De Pere Municipal Code, the maximum forfeiture for violation of an ordinance is \$2000.00 plus costs.

If you have any questions or concerns regarding these matters ahead of the December 15, 2020 meeting, please let either Eric Rakers or me know.

JSL



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: City Attorney

FROM: Judith Schmidt-Lehman

SUBJECT: Resolution #20-126 Terminating Suspension of Garbage and Recycling Limits and Preparation Thereof.

ATTACHMENTS:

- Reso20-126 (PDF)
- Over Flow Collection 12-2-2020 (PDF)

RESOLUTION #20-126

TERMINATING SUSPENSION OF GARBAGE AND RECYCLING LIMITS
AND PREPARATION THEREOF

WHEREAS, on March 12, 2020, Governor Evers declared a health emergency in the State of Wisconsin in response to the COVID-19 Coronavirus (“COVID-19”); and

WHEREAS, on March 17, 2020, the Common Council of the City of De Pere adopted Resolution #20-34 declaring a state of emergency in the City of De Pere; and

WHEREAS, the emergency power granted to the governing body by Wis. Stat. §323.14(4)(a) includes the general authority to order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the local unit of government in the emergency; and

WHEREAS, if, because of the emergency conditions, the governing body of the local unit of government is unable to meet promptly, Resolution #20-34 and Wis. Stat. §323.14(4)(b) grants the Mayor, or in the absence of the Mayor, the Council President, the authority to act by proclamation under Wis. Stats. §323.11 and §323.14(4)(a); and

WHEREAS, any proclamation of the Mayor issued under the authority of Resolution #20-34 and Wis. Stat. §323.14(4)(b) shall be subject to ratification, alteration, modification, or repeal by the Common Council as soon as the Common Council can meet; and

WHEREAS, Mayoral Proclamation #4, dated March 26, 2020, suspended De Pere Municipal Code Sections 82-2(a) and 82-2(b) regarding limitations on the amount of garbage or recyclable materials collected and further suspended De Pere Municipal Code Sections 82-

Resolution #20-126

Page 2 of 2

4(b)(1), 82-4(b)(2) and 82-4(b)(4) regarding preparation of garbage and recyclable materials;
and

WHEREAS, on April 8, 2020, the Common Council adopted Resolution #20-35, which
ratified Mayoral Proclamation #4; and

WHEREAS, Department of Public Works staff is concerned that continuing to collect
excess amounts of garbage and recyclable materials and allowing overflow from required poly-
carts, which necessitates manual collection of materials, may endanger employee safety during
the winter months and further negatively impact snow removal activities.

NOW, THEREFORE, BE IT RESOLVED THAT:

Mayoral Proclamation #4, dated March 26, 2020, and ratified by the
Common Council on April 8, 2020, by Resolution #20-35, is hereby
repealed and enforcement of De Pere Municipal Code Sections 82-2(a),
82-2(b), 82-4(b)(1), 82-4(b)(2) and 82-4(b)(4) regarding garbage and
recyclable limit and preparation thereof, will resume beginning on
January 8, 2021.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 15th day of
December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

City of De Pere

Public Works Department

Memo

To: Honorable Mayor Boyd
Members of the Common Council
From: Scott J. Thoresen, Director of Public Works
Date: December 2, 2020
Subject: Request to Eliminate Weekly Overflow Collection

Staff is recommending the City Council approve eliminating the weekly garbage and recycle overflow collection effective January 8, 2021. Overflow collection would resume as our ordinance allows which is typically during designated holiday weeks (Christmas, New Years, Memorial Day, 4th of July, Labor Day, and Thanksgiving) or if overflow tags are purchased and affixed to the bags. The reason for the request is to mitigate risks of injuries for staff slipping and falling on the snow and ice during the winter season.

If you have any questions please feel free to contact me.

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

MEETING DATE: December 15, 2020

DEPARTMENT: Board of Public Works

FROM: Scott Thoresen

SUBJECT: Resolution #20-127 Authorizing Municipal Project Agreement with Brown County (Traffic Signal Construction on Grant and Allard Streets).

The Board of Public Works at the December 7, 2020 meeting approved Brown County Agreement EE-18 for signal installation on Grant Street at Allard Street and moved to send it to Common Council for approval. The motion passed with a 5-0 vote.

ATTACHMENTS:

- Reso20-127 (PDF)
- 2020 1207 CI_BOPW_Brown County Agreement EE-18 (PDF)
- BCMA_EE-18 (PDF)

RESOLUTION #20-127

AUTHORIZING MUNICIPAL PROJECT AGREEMENT WITH BROWN COUNTY
(Traffic Signal Construction at Grant and Allard Streets)

WHEREAS, the City proposes to construct traffic signals at the intersection of Grant and Allard Streets to accommodate additional traffic modeled from the West De Pere High School expansion; and

WHEREAS, Brown County has jurisdiction of the right-of-way and roadway as Grant Street is Brown County Highway EE, a Municipal Project Agreement is required; and

WHEREAS, the Board of Public Works has reviewed this matter and recommends that the City enter into the Municipal Project Agreement with Brown County.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Mayor is hereby authorized and directed to enter into the attached Municipal Project Agreement (Project ID #EE-18), subject to such changes as deemed necessary by the City Attorney.

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 December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Board/Committee Approval: 12/7/2020

CITY OF DE PERE MEMO



To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Eric P. Rakers, P.E., City Engineer
Date: December 7, 2020

RE: **Consideration and Possible Action on Brown County Agreement EE-18***

The City is proposing to construct signals at the intersection of Grant and Allard Street. The signal is being constructed to accommodate additional traffic modeled from the West De Pere High School expansion. Grant Street is Brown County Highway EE. As such, Brown County has jurisdiction of the right of way and roadway. Staff has been working with Brown County on the construction of the signal.

BACKGROUND INFORMATION

The West De Pere School District is constructing a large expansion at the high school (665 Grant Street). Construction is scheduled to be completed in 2021. As part of the site plan process, a Traffic Impact Analysis (TIA) was completed by Traffic Analysis & Design, Inc. (TADI). One of the recommendations from the report is to construct a fully actuated traffic signal at the intersection of Grant and Allard Street. The intersection is to include a dedicated left turn and dedicated through lane on the west approach. Accommodations for adjacent driveways will need to be evaluated.

SUMMARY AND RECOMMENDATION

Attached is Brown County Municipal Project Agreement EE-18. Per the agreement, the City is responsible to construct and fund the signals. After completion, the signals will be owned and operated by Brown County.

Staff recommends approving the agreement.

Attachments:

Brown County Municipal Project Agreement EE-18 (PDF)

Brown County

MUNICIPAL PROJECT AGREEMENT

Project ID #: EE-18

Municipality: City of De Pere

Highway: CTH EE

Construction Year: 2021

Limits: Signals at Allard Street

Length: Spot Improvements

Federal/State Funds: ☒ No ☐ Yes – Attached State Municipal Agreement between WisDOT & Brown County is a part of this agreement.

1.0 GENERAL

The signatory, City of De Pere (Municipality), through its undersigned duly authorized officers or officials, hereby requests the Brown County Public Works Department (County) to initiate and effect the proposed improvement (Project) hereinafter described.

The authority for the County to enter into agreements with the Municipality is extended by Section 83.035 of Wisconsin State Statutes. The authority for the Highway Commissioner to enter into contracts with municipalities within Brown County is from Section 6.10 of the Brown County Code of Ordinances.

2.0 CITIES

Section 83.05(1) of Wisconsin State Statutes states:

83.05 Improving streets over 18 feet wide. (1) *When a portion of the system of county aid highways in any city is to be improved, and the funds from the city and county are available therefor, the city may determine that the roadways shall be paved to a greater width than 18 feet. If it so decides, the city may determine the type of improvement, the width, and all other features of the construction, subject to the approval of the county highway committee. And said committee shall fix the amount per linear foot of the improvement to be paid by the county. The city shall then improve the street in the manner provided generally for making street improvements. The work shall be done under the supervision of the city, but subject to the inspection of the county highway commissioner.*

When a portion of county highway in a city is to be improved, the City has a choice in how it wants enter into agreement with the County.

2.1 The City follows State Statute 83.05. The City then would determine the type of improvement, the width, and all other features of the construction subject to the approval of the Highway Commissioner.* The City determines if any acquisition of land is required as a result of the design (the City prepares the right-of-way plat), and pays for the cost of the right-of-way acquisition (since the amount of land to be acquired is determined by the municipality as a function of their design of the roadway). The County acquires the land per section 83.07 and 83.08 of the Wisconsin statutes.

* Per Wis. Stat. §83.015(2)(b), the county highway commissioner shall have the administrative powers and duties prescribed for the county highway committee under 83.05(1).

The County will then likewise follow state statutes in terms of the cost sharing per Wis. Stat. §83.05(2) which states:

83.05(2) *Upon the completion of the work the county's share of the cost shall be paid to the contractor as though the county had been an immediate party to the contract. Unless specifically authorized by the county, the payment by the county shall not exceed the cost of 22 feet of the width of the pavement, as well as a portion of the costs of grading, draining, and appertaining structures. The balance of the expense of the improvement shall be borne by the city, and shall be provided in the manner in which expense of street improvement is ordinarily met. Assessments of benefits may be made by the city against abutting property in the manner provided where the improvement is done solely at the expense of the city, but such assessments of benefits shall not exceed the difference between the cost of the improvement and the amount contributed thereto by the county.*

2.2 The City yields their statutory authority and enters into an agreement with the County per the County's municipal project agreement policy. In coordination and agreement with the City, the County will determine the type of improvement, the width, and all other features of the construction, with the County having final decision making authority on project specifics. The County and City will follow Attachment #1 for project specific eligible and non-eligible project costs.

For this Agreement the City and County agree to follow:

- ☒ Section 2.1
- ☐ Section 2.2

3.0 VILLAGES AND TOWNS

3.1 The Village or Town enters into an agreement with the County per the County's municipal project agreement policy. In coordination and agreement with the Village or Town, the County will determine the type of improvement, the width, and all other features of the construction, with the County having final decision making authority on project specifics. The County and Village or Town will follow Attachment #1 for project specific eligible and non-eligible project costs.

3.2 The Village or Town petitions to follow section 2.1 of this policy. A village or town may petition the Highway Commissioner to allow the village or town to follow section 2.1 of this policy for urban or proposed urban areas.

For this Agreement the Village or Town and County agree to follow:

- ☐ Section 3.1
- ☐ Section 3.2

4.0 PROJECT SUMMARY

1. Reason for Project (existing facility)

The West De Pere High School has an expansion project scheduled for 2021. A Traffic Impact Analysis (TIA) was completed during the design phase of the expansion project, and the proposed improvements were recommended in the TIA.

2. Proposed Improvement (nature and scope of work)

Provide fully actuated traffic signal control at Allard Street with a dedicated left-turn lane and a dedicated through lane on the west approach. The traffic signals will be designed and constructed to WisDOT standards.

Construct a cross walk with bump outs, high visibility pavement marking and a Rectangular Rapid Flashing Beacon (RRFB) on CTH EE, immediately west of the high school driveway with advanced yield lines and "Yield Here to Pedestrian" signs.

Design and traffic signal equipment will be approved by Brown County prior to construction; and the improvements will be inspected by Brown County during construction. The signal improvements will be dedicated to Brown County after final inspection and acceptance of the improvements.

5.0 PROJECT FUNDING

This work consists of non-eligible project costs (see Attachment 1) and will be funded 100% by the City of De Pere. The project will be administered by the City of De Pere.

6.0 MAINTENANCE RESPONSIBILITIES AND JURISDICTION

6.1 Maintenance

Section 83.025 of the Wisconsin Statutes governs the maintenance of county highways, specifically:

- 83.025(2) Width of highway maintained by the County includes every way open to the use of the public as a matter of right for the purposes of vehicular travel, including the shoulder. In an urban area this would include the curb and gutter.
- 83.025(2) Maintenance of a county highway through a municipality includes those measures and activities necessary to preserve the highway, as nearly as possible, in the condition of its construction including:
 - Shoulder maintenance
 - Ditch Maintenance
 - Pavement marking
 - Signing
 - Crack sealing
 - Asphalt patching
 - Concrete pavement repair
 - Asphalt resurfacing
 - Curb and gutter repair
 - Emergency repairs of storm sewer manhole and inlet casting/pavement as requested by the municipality to be charged back to the municipality
 - Street sweeping
 - Application of protective coatings (bridges)
 - Guard rail
 - Removal, treatment and sanding/salting of ice
 - Removal and control of snow
 - Interim repair of highway surfaces and adjacent structures
 - Center median mowing (performed only for visibility purposes)
 - Traffic signal operation

Items that are placed at the discretion of the municipality are the responsibility of the municipality to maintain, including:

- Street lighting
- Interim sidewalk repair
- Pavement marking associated with sidewalks (crosswalks)
- Off street bike paths
- Sanitary sewer
- Interim storm sewer repair including manhole and inlet castings
- Water mains
- Other municipal utilities
- Mowing behind the curb line (terrace area)
- Center median mowing (performed for aesthetic purposes)
- Snow and ice removal on sidewalks and/or bike paths
- Roundabout center island landscaping
- Storm water devices (ponds, infiltration areas, etc. – anything other than a ditch)
- Trees, shrubs, and other landscaping behind the curb line (in terrace area)

Neither of these maintenance lists is intended to be 'all inclusive', but, rather to demonstrate measures and activities necessary to preserving a highway defined as that portion of the roadway open to the public as a matter of right for the purposes of vehicular travel, including the shoulder and/or curb and gutter.

6.2 Jurisdiction

Note: Jurisdictional transfers require resolutions from both the Municipality and County Board to become effective. If a roadway is noted to be transferred, it indicates an agreement in principal to pursue the transfer contingent upon both the Municipality and County approving the necessary resolutions.

☐ New County highway segment to be maintained by the County.

☒ Existing County highway segment to be maintained by the County.

☐ Existing Municipal street to be jurisdictionally transferred to the County:

Transfer Date: _____ Miles: _____
 Highway Name: _____ From _____ To _____

☐ Existing County highway to be jurisdictionally transferred to the Municipality:

Transfer Date: _____ Miles: _____
 Highway Name: _____ From _____ To _____

☐ Jurisdictional transfer of other County highways within the Municipality, from the County to the Municipality as listed below:

Street: _____ Miles: _____
 Location: _____ Transfer Date: _____

7.0 AUTHORIZATION

This request is made by the undersigned proper authority to make such request for the designated Municipality, and upon acceptance by the County, shall constitute agreement between the Municipality and the County.

FOR THE MUNICIPALITY:

Name & Title

Date**FOR THE COUNTY:**

Paul Fontecchio, Director
Brown County Public Works Department

Date

ATTACHMENT 1:

MUNICIPAL PROJECT AGREEMENT COST SHARE POLICY

Brown County Public Works follows state law as found in Trans 205 for County Trunk Highway Standards or the Wisconsin Department of Transportation's Facility Design Manual (FDM) for the design, maintenance, and improvements of county trunk highways.

PROJECT TYPE	BROWN COUNTY	MUNICIPALITY
Asphalt Reconditioning: <i>Reconditioning is defined as a maintenance level activity involving the reclaiming of the existing pavement and/or base course, replacement of the pavement in generally the same alignment (vertical and horizontal).</i> A. Reclaim of existing pavement & base course B. Paving of up to 4.5" asphaltic pavement C. Curb & gutter replacement (spot repairs as part of reconditioning). D. Curb & gutter replacement (larger areas of repairs as agreed to by the Municipality and County). E. Curb & gutter replacement for Municipal utility work.	100% 100% 100% 50% 0%	0% 0% 0% 50% 100%
Roadway Reconstruction: <i>Reconstruction is defined as the total rebuilding of an existing highway including pavement and base replacement, excavation below subgrade, drainage, transportation related appurtenances, roadway realignment, widening, and/or converting a rural roadway to an urban roadway.</i> A. Urban Reconstruction: New concrete curb & gutter, storm sewer, asphalt or concrete pavement (see eligible project costs). B. Rural Reconstruction: Reconstruction of existing 2-lane roadway, no additional travel lanes. C. Rural Reconstruction: Reconstruction and widening of existing 2-lane roadway, travel lane addition, including 3-lane with center-shared, left-turn, or 4-lane divided or undivided roadway (see eligible project costs).	50% 100% 50%	50% 0% 50%
New Roadway Construction:	50%	50%
Bridge Construction/Reconstruction: A. Part of Roadway Reconstruction A & C above. B. Town Bridge Replacement. Note: Funding utilizes the County Bridge fund which is a 50/50 matching fund with the Municipality. C. County Bridge Replacement.	50% 50% 100%	50% 50% 0%

Eligible Project Costs:
County eligible construction project funding will be limited to participation in the costs of the following items as specified in the estimate summary:
A. Design engineering and all necessary environmental and wetland assessment investigations as required by the Wisconsin Department of Natural Resources and/or the U.S. Army Corps of Engineers.
B. Right-of-way acquisition cost, including the cost of the right-of-way plat development, property appraisals, acquisition negotiations, legal costs and relocation expenses and fees for limited construction easements, and compensable utility relocation costs.
C. Wetland replacement mitigation.
D. Storm water devices (ponds, infiltration areas, etc.) required for the project (prorated to 50% of the costs required for the roadway work).
E. Construction engineering related to inspection, supervision, and administration of the actual construction work.
F. Street grading, base, pavement, curb & gutter, drainage structures, bridges, intersection channelization & turning lanes, 15-foot wide concrete outside curb lanes, 14-foot wide asphalt outside curb lane, and driveway aprons.
G. Installation of main line storm sewer trunk lines & laterals, 12-inch diameter or greater. Storm sewer inlets, manholes, and catch basins necessary to accommodate street surface water drainage.
H. In accordance with the Brown County Bicycle and Pedestrian Plan, Brown County will share the costs of the following: 1. Concrete sidewalk replacement or new sidewalk construction – the County will participate in the costs for one (1) side of the roadway for sidewalk up to 5' in width for a concrete sidewalk except for areas of municipal utility cuts which are the responsibility of the municipality. 2. Multi-use bicycle/pedestrian asphaltic path or on-street bike lanes - the County will participate in the costs for either one off-street multi-use bicycle/pedestrian path up to 10' in width or on-street bike lanes in accordance with FDM 11-46 Figure 15.1, but not both.
I. Signing and pavement marking, including detour routes, installation of traffic signal conduit and traffic signals meeting signal warrants.
J. Erosion control devices required per Wisconsin DNR standards.
K. Retaining walls required for the Project.
L. Roundabout intersections that meet traffic signal warrants including street lighting, standard WisDOT colored concrete, and signs.
M. Landscaping including salvaged topsoil, seeding, fertilizing, and mulch.

Non-eligible Project Costs:	
Work necessary to complete the Project to be financed entirely by the Municipality or other utility or facility owner includes the following items:	
A.	New installation of, or alteration of, sanitary sewers and connections, water, gas, electric, telephone, fire or police alarm facilities, parking meters, street lighting and similar utilities.
B.	Traffic signals or roundabouts not meeting signal warrants, as specified by the Manual of Uniform Traffic Control Devices (MUTCD).
C.	Concrete sidewalks or bicycle/pedestrian off-street trails not constructed as part of reconstruction or new construction projects.
D.	Any allowed parking stalls.
E.	Storm water devices (ponds, swales, etc.) not required for the project (regional storm water pond for example). The Municipality will own and maintain regional storm water devices, including if the device is partially used for the Project.
F.	Trees, shrubs, and other landscaping along the roadway or at roundabouts after location approval by Brown County.
G.	Decorative features (lighting, signs, railing, etc.) above standard baseline costs.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: Board of Public Works

FROM: Scott Thoresen

SUBJECT: Resolution #20-128 Authorizing Agreement for Consulting Services Between the City of De Pere and OMNNI Associates, Inc. (Grant and Allard Street Intersection Modifications and Signals & Grant Street Pedestrian Crossing).

The Board of Public Works at the December 7, 2020 meeting approved the proposal from OMNI Associates for Grant and Allard Street Intersection Modifications design and construction administration in the estimated amount of \$60,570 and moved to send it to the Common Council for approval. The motion passed with a 5-0 vote.

ATTACHMENTS:

- Reso20-128 (PDF)
- Exhibit A-OMNI Consultant Agreement (PDF)
- Exhibit B-OMNNI Associates Consultant Agreement (PDF)
- 2020 1207 CI_BOPW_Grant and Allard Signal(PDF)
- Ayres RFP Cover Letter and Proposal (PDF)
- De Pere Proposal w forms - JT Final (PDF)

RESOLUTION #20-128

AUTHORIZING AGREEMENT FOR CONSULTING SERVICES BETWEEN
THE CITY OF DE PERE AND OMNNI ASSOCIATES, INC.

(Grant and Allard Street Intersection Modifications and Signals & Grant Street Pedestrian Crossing)

WHEREAS, the City is in need of services of an engineering consulting firm for the design and construction management of the Grant and Allard Street intersection modifications and signals and Grant Street Pedestrian Crossing project resulting from the West De Pere High School expansion; and

WHEREAS, OMNNI Associates, Inc. has available and offers to provide qualified personnel and procession assistance necessary to accomplish such services within the required timeframe; and

WHEREAS, the Board of Public Works has reviewed such matter and recommends approval thereof.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Mayor and City Clerk are authorized and directed to enter into such Agreement for Consulting Services Between the City of De Pere and OMNNI Associates, Inc., attached hereto and incorporated by reference 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 15th day of December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Board/Committee Approval: 12/07/2020

**Request for Proposals
For
Grant and Allard Street Intersection Modifications and Signals
And Grant Street Pedestrian Crossing**

The City of De Pere would like to invite your firm to submit a proposal to provide design and construction management services for the above referenced project.

Your proposal must be submitted to our office by Friday, November 20th. Proposals can be submitted via e-mail to Eric Rakers at erakers@deperewi.gov.

GENERAL INFORMATION:

The West De Pere School District is constructing a large expansion at the high school (665 Grant Street). Construction is scheduled to be completed in 2021. As part of the site plan process, a Traffic Impact Analysis (TIA) was completed by Traffic Analysis & Design, Inc. (TADI) which has been attached. There are two recommendations from the report that are included in this proposal.

Grant and Allard Street Intersection:

One of the recommendations from the report is to construct a fully actuated traffic signal at the intersection of Grant and Allard Street. The intersection is to include a dedicated left turn and dedicated through lane on the west approach. Accommodations for adjacent driveways will need to be evaluated.

Grant Street is a Brown County Highway. At the completion of the project, Brown County will own and operate the signal. Brown County requires signals to be designed per WisDOT standards and WisDOT equipment. Minimum lane widths are 12 feet. The intersection is to include pedestrian crossing features.

Pedestrian Crossing and Bumpout – 665 Grant Street

A pedestrian crossing is recommended in the TIA near the entrance to the high school at 665 Grant Street. The pedestrian crossing is to include bumpouts and Rapid Rectangular Flashing Beacons (RRFB's). This facility will require Brown County Highway Department approval. The facility should be located near the entrance to VFW Park.

SCOPE OF SERVICES FOR DESIGN:

Scope of design services:

- Topographic Survey
Due to scheduling and the potential for snow when the contract is awarded, the City will provide a topographic survey.
- Grant and Allard Street Intersection Design

Recommend the pavement structure based on City provided soil borings. Grant Street and Allard Street will be constructed with concrete curb and gutter and asphalt concrete pavement travel lanes. Design storm inlets to drain the curb and gutter and connect to the existing storm sewer system.

- Traffic Signal Design.
Design the new signals at the Grant and Allard Street intersection. Create plans, details, and diagrams for the work at the signal.
- Pedestrian Bumpout and Crossing Design.
Design the pedestrian crossing, bumpouts, and RRFB's. Evaluate drainage due to the bumpouts and add storm inlets if required.
- Plan Set Preparation
Provide a cover sheet for City signatures, standard symbols and abbreviation sheet, and all construction detail sheets.
- Bid Document Preparation
Prepare project manual, technical specifications, bid items and associated measurement for payment descriptions following City format. Provide in a Word document. Provide a cost estimate in an Excel document.
- Bid Project
Prepare bid documents. Assist the City in answering bidder questions. Assist in the preparation of any addenda required that is related to the consultants design responsibilities. The City will publish the bid ad in the paper and post the bid documents on QuestCDN.

In addition to the above detailed items, coordinate the design, reviews, and approval of the final design with the Brown County Highway Department.

In addition to the detailed scope of services, include four meetings for the project. Meetings will consist of the following:

1. Kickoff meeting.
2. Design review meeting – 30%
3. Design review meeting – 60%
4. Design review meeting – 90%.

The majority of correspondence and review will be completed via email.

City responsibilities and information to be provided:

- Provide a topographic survey
- Obtaining detour route approvals
- Pay regulatory permit fees
- Permitting with Brown County
- Provide parcel maps in AutoCAD
- Provide the TIA report in .pdf
- Provide the City draft project manual in Microsoft Word
- Provide 2021 City of De Pere Standard Specifications – .pdf

- Provide a generic list of City bid items in an Excel format.
- Open bids.

The City will advertise the project. The consultant will provide the project manual and plans for bidding the project. The project manual will include the technical specifications, bid items, and measurement for payment items to the City. The bid items and corresponding measurement for payment descriptions will follow the City format.

The project will be posted on QuestCDN by the City. The consultant will be available to answer bid questions.

SCOPE OF SERVICES FOR CONSTRUCTION:

Included with the proposal is construction management for the project. The following tasks will be required for the traffic signal and pedestrian bumpout construction:

- Host a preconstruction meeting at the City. Prepare all documentation for the meeting.
- Review and approve shop drawings for the project.
- Perform construction administration.
- Perform construction staking.
- Perform full time inspection during paving and partial inspection during other phases of construction.
- Complete record survey and record drawings for construction.

Mileage is to be included in the hourly rate.

SCHEDULING:

The schedule for the project is as follows:

- Receive proposals by November 20, 2020
- Award the proposal at the Board of Public Works on December 7th and the Common Council on December 15th.
- Begin design as soon as the agreement is signed (around January 4, 2021)
- Advertise project in April of 2021
- Bid opening and award in May of 2021
- Begin utility construction in June of 2021
- Complete construction by September 15, 2021

INSURANCE:

- A. The Consultant shall maintain during the life of the Agreement, the following minimum public liability and property damage insurance to cover claims for injuries,

including accidental death, as well as from claims for property damages which may arise from the performance of work under the Agreement as stated below:

1. Comprehensive general liability insurance, including personal injury liability, blanket contractual liability and broad form property damage liability. The combined single limit for bodily injury and property damage shall not be less than \$1,000,000; with additional umbrella liability insurance coverage for a total of not less than \$2,000,000.
2. Automobile bodily injury and property damage liability insurance covering owned, non-owned, rented and hired cars. The combined single limit for bodily injury and property damage shall be not less than \$1,000,000.
3. Statutory workers compensation and employers' liability insurance as required by the state having jurisdiction.
4. Professional liability insurance covering damages resulting from errors and omissions of the Consultant. The limit of liability shall be \$1,000,000 or the total consultant's fee on the project, whichever is greater.

B. Proof of Insurance. The Consultant shall furnish the City with a Certificate of Insurance and additional insured endorsement countersigned by a Wisconsin Resident Agent or Authorized Representative of the insurer indicating that the Consultant meets the insurance requirements identified above. The Certificate of Insurance shall include a provision prohibiting cancellation of said policies except upon 30 days prior written notice to the City and shall name the City as an additional insured under Consultant's general and professional liability policies for the specific contract or project covered. A copy of the Certificate of Insurance and endorsement shall be delivered to the City prior to execution of the agreement for final approval.

FEE:

The proposed fee schedule shall be submitted on the attached form.

A company fee schedule shall be attached for additional services offered that are not shown on the attached form.

PAYMENT:

The City's Consultant Agreement provides for compensation under the contract to be made by monthly billings. Any proposal that seeks an alternative compensation provision shall be included in a specific description of the preferred compensation method for City consideration.

DELIVERY:

The deliverables for the project includes the following:

1. Plans in AutoCAD and .pdf. The City will online bid the project with the 11"x17" .pdf plan set.

2. Provide project manual for bidding in a word format.
3. Provide bid items, quantities, and an engineer's estimate. The bid items are to be provided in a Word document. The estimate is to be provided in an Excel document.
4. Provide design memos and associated calculations.

The City will assist in preparing the measurement for payment descriptions of the bid items. The City will provide the cover sheet. The City will provide the other components to the bid documents, such as notice to bidders, instructions to bidders, agreement, and general conditions.

ADDITIONAL INFORMATION:

The City will provide all information requested to assist consulting services and will pay for permitting fees associated with the project.

A sample Consultant Agreement is attached. Terms and conditions of a proposer's Standard Agreement for Services shall not be incorporated into Consultant Agreement absent specific language thereof in the Consultant Agreement itself.

Proposed Fee Schedule

Company Name: _____

Company Address: _____

Company Address: _____

Company Representative: _____

Signature: _____

Fee (Total for Design and Construction): _____

Scope of Services for Design:

Item	Description	Quantity	Unit	Unit Price	Amount
A	Grant and Allard Street Design	1	LS	\$	\$
B	Traffic Signal Design	1	LS	\$	\$
C	Pedestrian Bumpout Crossing Design	1	LS	\$	\$
D	Plan Set Preparation	1	LS	\$	\$
E	Bid Document Preparation	1	LS	\$	\$
F	Bid Project	1	LS	\$	\$
G	Design / Progress Meetings	4	EA	\$	\$
DESIGN PROPOSAL COST					\$

Scope of Services for Construction:

Item	Description	Quantity	Unit	Unit Price	Amount
A	Host Preconstruction Meeting	1	LS	\$	\$
B	Review and Approve Shop Drawings (Estimate)	20	HR	\$	\$

C	Perform Construction Administration (Estimate)	40	HR	\$	\$
D	Perform Construction Staking (Estimate)	40	HR	\$	\$
E	Perform Construction Observation (Estimate)	240	HR	\$	\$
F	Complete Survey and Record Drawings	1	LS	\$	\$
CONSTRUCTION PROPOSAL COST					\$

November 19, 2020

Mr. Eric Rakers, P.E., City Engineer
City of De Pere Public Works-Engineering Dept.
925 S. Sixth Street
De Pere, WI 54115

**RE: Grant and Allard Street Intersection Modifications & Signals and
Grant Street Pedestrian Crossing**

Dear Mr. Rakers:

Thank you for the opportunity to submit our proposal for providing professional engineering services to the City of De Pere for the intersection improvements on Grant Street. I'm a project manager with over 30 years of experience on all types of transportation projects including intersections and urban roadway improvements.

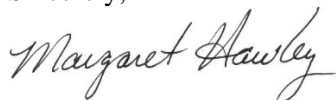
Our current staffing and technical capabilities effectively match those required to complete the scope of services and we are ready to commit the right multi-disciplined team and welcome the opportunity to work with you on it.

OMNNI offers the following:

- A **local firm** with a track record of delivering quality projects on time and on budget.
- **Familiarity with Brown County Highway Department.** Our project manager and staff are extremely familiar with Brown County having worked with them on numerous roadway projects. We have extensive experience working with Brown County for roadway design, traffic analysis and construction administration.
- A very experienced project team including a **proven project manager**, experienced traffic engineer and lead designer.
- Experienced **construction administration staff**.
- A **dedicated transportation department** consisting of about 35 employees supported by technicians, survey crews, environmental professionals and materials testing staff from other departments.

We look forward to the opportunity to partner with you on this project. If you have any questions concerning our proposal, please call me at (920) 830-6176.

Sincerely,



Margaret (Peggy) Hawley

Proposed Fee Schedule

Company Name: OMNNI Associates, a Westwood company
 Company Address: One Systems Drive
 Company Address: Appleton, WI 54914
 Company Representative: Phillip T. Roberts, PE, Engineering Services Manager
 Signature: 
 Fee (Total for Design and Construction): \$60,570
 Scope of Services for Design:

Item	Description	Quantity	Unit	Unit Price	Amount
A	Grant and Allard Street Design	1	LS	\$2,720	\$2,720
B	Traffic Signal Design	1	LS	\$6,220	\$6,220
C	Pedestrian Bumpout Crossing Design	1	LS	\$1,690	\$1,690
D	Plan Set Preparation	1	LS	\$9,110	\$9,110
E	Bid Document Preparation	1	LS	\$5,390	\$5,390
F	Bid Project	1	LS	\$1,250	\$1,250
G	Design / Progress Meetings	4	EA	\$ 440	\$1,760
DESIGN PROPOSAL COST					\$28,140

Scope of Services for Construction:

Item	Description	Quantity	Unit	Unit Price	Amount
A	Host Preconstruction Meeting	1	LS	\$1,750	\$1,750
B	Review and Approve Shop Drawings (Estimate)	20	HR	\$118	\$2,360

C	Perform Construction Administration (Estimate)	40	HR	\$118	\$4,720
D	Perform Construction Staking (Estimate)	40	HR	\$94	\$3,760
E	Perform Construction Observation (Estimate)	240	HR	\$80	\$19,200
F	Complete Survey and Record Drawings	1	LS	\$640	\$640
CONSTRUCTION PROPOSAL COST					\$32,430

CITY OF DE PERE MEMO



To: Honorable Mayor Boyd
Members of the Board of Public Works

From: Eric P. Rakers, P.E., City Engineer

Date: December 7, 2020

RE: **Consideration and Possible Action on Proposal for Grant and Allard Street Intersection Modifications and Signal Design***

The Engineering Department received proposals for consulting services to design and manage construction of the installation of traffic signals at the Grant and Allard Street intersection and Grant Street pedestrian crossing near the high school.

BACKGROUND INFORMATION

The West De Pere School District is constructing a large expansion at the high school (665 Grant Street). Construction is scheduled to be completed in 2021. As part of the site plan process, a Traffic Impact Analysis (TIA) was completed by Traffic Analysis & Design, Inc. (TADI). There are two recommendations from the report that are included in this proposal.

Grant and Allard Street Intersection:

One of the recommendations from the report is to construct a fully actuated traffic signal at the intersection of Grant and Allard Street. The intersection is to include a dedicated left turn and dedicated through lane on the west approach. Accommodations for adjacent driveways will need to be evaluated.

Grant Street is a Brown County Highway. At the completion of the project, Brown County will own and operate the signal. Brown County requires signals to be designed per WisDOT standards and WisDOT equipment. Minimum lane widths are 12 feet. The intersection is to include pedestrian crossing features.

Pedestrian Crossing and Bumpout – 665 Grant Street

A pedestrian crossing is recommended in the TIA near the entrance to the high school at 665 Grant Street. The pedestrian crossing is to include bumpouts and Rapid Rectangular Flashing Beacons (RRFB's). This facility will require Brown County Highway Department approval. The facility should be located near the entrance to VFW Park.

SUMMARY AND RECOMMENDATION

Proposals were sent out to three firms that Brown County has worked with in the past on signal projects. A summary of the results is as follows:

Consultant	Design Amount	Construction Administration (Estimate)	Total (Estimate)
OMNI Associates	\$28,140.00	\$32,430.00	\$60,570.00
Ayres	\$36,449.00	\$38,038.20	\$74,487.20
JT Engineering	\$63,900.00	\$33,460.00	\$97,360.00

The actual amount for construction administration will vary based on the amount of services required and time to complete construction.

Funding will be from the capital project account for the signal installation. This is being funded by the West De Pere School District.

The staff recommendation is to accept the proposal from OMNI Associates.

Attachments:

Grant Street RFP (PDF)
 Ayres Proposal (PDF)
 JT Engineering Proposal (PDF)
 OMNI Proposal (PDF)



Ingenuity, Integrity,
and Intelligence.

November 20, 2020

City of De Pere
925 S. Sixth Street
De Pere, WI 54115

Re: Grant and Allard Street Intersection Modifications and Signals
And Grant Street Pedestrian Crossing

Dear Mr. Rakers:

Thank you for the opportunity to submit on your design and construction management services project along Grant Street. With my daughter attending West De Pere High School, I drive through this intersection quite often and there is a need for roadway changes to improve vehicular capacity and maintain pedestrian safety.

If you have any questions with our proposal, please do not hesitate to get in touch with me. I look forward to hearing back from you.

Sincerely,

Ayres Associates Inc

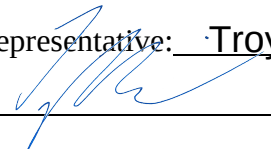
A handwritten signature in blue ink, appearing to read "Cory L. Thomson".

Cory L. Thomson, PE, CBI
Transportation Engineer
920.498.1200
Cell: 920.421.8755
ThomsonC@AyresAssociates.com

Enclosure

cc: Troy Robillard, PE – Ayres Associates Inc



Proposed Fee ScheduleCompany Name: Ayres Associates IncCompany Address: 3376 Packerland DriveCompany Address: Ashwaubenon, WI 54115Company Representative: Troy B. Robillard, PESignature: Fee (Total for Design and Construction): \$74,487.20

Scope of Services for Design:

Item	Description	Quantity	Unit	Unit Price	Amount
A	Grant and Allard Street Design	1	LS	\$ 10,605.00	\$ 10,605.00
B	Traffic Signal Design	1	LS	\$ 11,300.00	\$ 11,300.00
C	Pedestrian Bumpout Crossing Design	1	LS	\$ 2,000.00	\$ 2,000.00
D	Plan Set Preparation	1	LS	\$ 5,144.00	\$ 5,144.00
E	Bid Document Preparation	1	LS	\$ 2,500.00	\$ 2,500.00
F	Bid Project	1	LS	\$ 2,000.00	\$ 2,000.00
G	Design / Progress Meetings	4	EA	\$ 725.00	\$ 2,900.00
DESIGN PROPOSAL COST					\$ 36,449.00

Scope of Services for Construction:

Item	Description	Quantity	Unit	Unit Price	Amount
A	Host Preconstruction Meeting	1	LS	\$ 1,850.00	\$ 1,850.00
B	Review and Approve Shop Drawings (Estimate)	20	HR	\$ 98.98	\$ 1,979.60

C	Perform Construction Administration (Estimate)	40	HR	\$ 157.57	\$ 6,302.80
D	Perform Construction Staking (Estimate)	40	HR	\$ 95.55	\$ 3,822.00
E	Perform Construction Observation (Estimate)	240	HR	\$ 87.87	\$ 21,088.80
F	Complete Survey and Record Drawings	1	LS	\$ 2,995.00	\$ 2,995.00
CONSTRUCTION PROPOSAL COST					\$ 38,038.20



November 19, 2020

ATTN: Mr. Eric Rakers, PE
City of De Pere
925 South Sixth Street
De Pere, WI 54115-1199

Subject: Request for Proposal for Grant and Allard Street Intersection Modifications and Signals and Grant Street Pedestrian Crossing

Dear Mr. Rakers,

I am pleased to present our proposal to complete the Grant and Allard Street Intersection Modifications and Signals and Grant Street Pedestrian Crossing for the City of De Pere. JT Engineering, Inc. (JT) is a woman-owned firm that was founded in 2005. Our team of experienced staff is fully dedicated to providing cost-effective transportation solutions for our clients. We look forward to this opportunity to serve the City of De Pere. We view each project as a partnership and will listen to your needs, goals, and concerns while making successful delivery our top priority.

Our team's project manager will be Andy Block, PE. Andy has been focused on transportation improvement projects for his entire 15-year career. His past projects have included traffic signal installation projects and projects that have improved pedestrian accommodations in northeast Wisconsin.

Our lead traffic and signal engineer will be Bob Schurrmans. He has been focused on traffic engineering and signal design for the past 30+ years and has designed and studied traffic and corridors all over northeast Wisconsin. Bob specializes in traffic signal design and operations, safety analysis, regulations, work zone analysis, lighting design, and constructability review from a traffic operations perspective. He has directed over 130 traffic signal installations and 100+ highway lighting installations within 11 counties in NE Wisconsin throughout his career.

JT has a large team of highly talented design and construction professionals based within close proximity to the De Pere area, all of which have the experience to help adequately assist with the data gathering, signal design, construction observation, and administration of this project. We work closely together, utilizing our past project experiences and lessons learned to deliver high-quality, cost-effective designs. We appreciate your consideration of JT and look forward to working with you.

Sincerely,

Craig Treadway, PE
Vice President
JT Engineering, Inc.



Proposed Fee Schedule

Company Name: JT Engineering, Inc.

Company Address: 1077 Centennial Centre Blvd.

Company Address: Hobart, WI 54155

Company Representative: Craig Treadway, PE, Vice President

Signature: _____

Fee (Total): **\$97,360**

Scope of Services for Design:

Item	Description	Quantity	Unit	Unit Price	Amount
A	Grant and Allard Street Design	1	LS	\$18,700.00	\$18,700
B	Traffic Signal Design	1	LS	\$17,900.00	\$17,900
C	Pedestrian Bumpout Crossing Design	1	LS	\$7,500.00	\$7,500
D	Plan Set Preparation	1	LS	\$7,100.00	\$7,100
E	Bid Document Preparation	1	LS	\$9,000.00	\$9,000
F	Bid Project	1	LS	\$2,100.00	\$2,100
G	Design / Progress Meeting	4	EA	\$400.00	\$1,600
DESIGN PROPOSAL COST					\$63,900

Scope of Services for Construction:

Item	Description	Quantity	Unit	Unit Price	Amount
A	Host Preconstruction Meeting	1	LS	\$750.00	\$750
B	Review and Approve Shop Drawings (Estimate)	20	HR	\$134.00	\$2,680
C	Perform Construction Administration (Estimate)	40	HR	\$83.50	\$3,340
D	Perform Construction Staking (Estimate)	40	HR	\$110.00*	\$4,400
E	Perform Construction Observation (Estimate)	240	HR	\$83.50	\$20,040
F	Complete Survey and Record Drawings	1	LS	\$2,250.00	\$2,250
CONSTRUCTION PROPOSAL COST					\$33,460

*Rate is per hour per individual on project and off site for project setup.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: Finance Department

FROM: Joe Zegers

SUBJECT: Resolution #20-129 Authorizing Issuance of a Promissory Note for Temporary Borrowing of \$250,000 for Public Purposes.

At its meeting on Tuesday, December 8, the Finance/Personnel Committee voted unanimously to move this item forward for Council approval.

ATTACHMENTS:

- Reso20-129 (PDF)
- Exhibit A - Reso #20-117 (PDF)
- 2020 Short Term Note Borrowing Memo (PDF)
- Associated Bank St Note Letter 2020 (PDF)
- City of De Pere - Revised Scope of Engagement 2020 Short Term Note (PDF)

RESOLUTION #20-129

AUTHORIZING ISSUANCE OF A PROMISSORY NOTE FOR
TEMPORARY BORROWING OF \$250,000 FOR PUBLIC PURPOSES

WHEREAS, Wis. Stats. §67.12 (12) authorizes municipalities to issue promissory notes as evidence of indebtedness for any public purpose; and

WHEREAS, on November 17, 2020, the Common Council adopted Resolution #20-117, a copy of which is attached as Exhibit A, approving the City's 2021 budget, including authorization for indebtedness of \$250,000 in 2020 with repayment thereof, including interest, in 2021 to purchase the following equipment and services:

1. \$ 100,000 for SAN Backup Appliance Replacement;
2. \$ 50,000 for CCTV Installation at Community Center, Fire Station #2 & MSC Exterior;
3. \$ 14,000 for Main/Fourth Traffic Signal Replacement;
4. \$ 20,000 for Southwest Park Lot Crackfilling & Sealcoat
5. \$ 16,000 for Optimist Park Playground Base;
6. \$ 25,000 for VFW Park Access Road;
7. \$ 10,000 for James Street Boat Dock Extension; and
8. \$ 15,000 for Field Painter Replacement

all of which constitute public purposes; and

WHEREAS, Resolution #20-117 further levied a direct, annual tax, sufficient in amount to pay, and for the express purpose of paying, the interest on the note as it falls due and to pay and discharge the principal thereof at maturity; and

WHEREAS, including this anticipated borrowing of \$250,000, the City's indebtedness is \$43,630,000, which is within the City's 5% constitutional debt limitation of \$118,302,750;

WHEREAS, the promissory note shall be on the terms and conditions authorized below;
and

Resolution #20-129

Page 2 of 2

WHEREAS, this matter has been reviewed by the Finance/Personnel Committee which recommends approval thereof.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Mayor and City Clerk are authorized and directed to issue a promissory note for the purposes expressed above provided such note is on the following terms:

1. In an amount not to exceed two hundred fifty thousand and no/100 (\$250,000);
2. Bears an interest rate of no more than 3.50% per annum;
3. Is due and payable in no more than sixty (60) days from the date of issuance;
4. Contains no prepayment penalty.

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 December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Committee Approval: December 8, 2020

RESOLUTION #20-117

ADOPTION OF TAX LEVY FOR CITY PURPOSES TO
SUPPORT THE 2021 CITY BUDGET

WHEREAS, the De Pere Finance/Personnel Committee has reviewed the proposed 2021 City Budget; and

WHEREAS, a public hearing regarding proposed 2020 City Budget was held on November 17, 2020; and

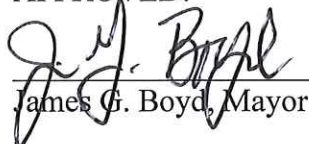
WHEREAS, after due deliberation and public discussion, the De Pere City Council is desirous of adopting a tax levy to support the 2021 City Budget;

NOW, THEREFORE, BE IT HEREBY RESOLVED:

That the De Pere Common Council hereby approves the 2021 Budget as presented; further the Common Council adopts a total 2020 property tax levy to support the City's 2021 Budget and that this levy be further apportioned according to the following: General Fund (\$8,285,197); Debt Service (\$3,869,027); Capital Projects (\$1,742,276); and Local Levy TID Districts (\$1,175,788).

Adopted by the Common Council of the City of De Pere, Wisconsin, this 17th day of November, 2020.

APPROVED:


James G. Boyd, Mayor

ATTEST:


Carey E. Danen, City Clerk

Ayes: 7Nays: 0

To: Honorable Mayor and Members of the Finance Committee
Larry Delo, Administrator
From: Joe Zegers, Finance Director
Date: December 1, 2020
Subject: 2020 Short-Term Note

I have attached the interest rate quote from Associated Bank for the City's short-term note borrowing of \$250,000 authorized in the Adopted 2021 budget in November 2020. The repayment of the note was included in the City's 2021 debt service fund expenditures and covers eight items included in the 2021 budget as noted in the attachment. These amounts were included on pages 298-301 of the 2021 Executive Budget. The interest rate quote of 3.50% for 60 days or earlier prepayment will cost just under \$1,250 in interest which is included in the City's 2021 debt service fund budget.

I recommend the Finance Committee approve the terms of this note. Should you have any questions on this feel free to contact me or I will be present at the Finance Committee meeting on December 8th.



December 2, 2020

Mr. Joseph G. Zegers
Finance Director
City of De Pere
335 S. Broadway Street
De Pere, WI 54115

RE: Financing

Dear Joe:

Associated Bank (the "Bank") is pleased to provide the City of De Pere (the "Borrower") with a financing Commitment for a Taxable General Obligation Term Loan supported with a direct levy annual tax sufficient to repay principal in the amount of \$250,000 (the "Commitment") and interest. This Commitment is subject to the acceptance by the Borrower of the following terms and conditions:

<u>Borrower:</u>	City of De Pere
<u>Purpose:</u>	Public purpose equipment and services
<u>Commitment:</u>	\$250,000
<u>Interest Rate:</u>	3.50% fixed – taxable Calculated on the basis of the actual number of days over a 365 day year
<u>Repayment:</u>	Principal and interest due at maturity
<u>Note Date:</u>	12-28-20
<u>Maturity:</u>	2-25-21
<u>Legal Fees:</u>	\$2,000
<u>Prepayment Costs:</u>	None

**Expiration of
Commitment:**

This Commitment shall be accepted by official action of the City Council of the Borrower at a meeting duly called noticed, held and conducted in a manner established by the City of De Pere and required by the pertinent Wisconsin Statutes. Unless accepted or terminated, this Commitment shall expire on December 31, 2020. If the loan documentation required by the Bank hereunder is not completed and the Taxable Loan has not been extended by the Bank to the Borrower for any reason by December 31, 2020, then this Commitment shall expire on said date.

If you have any questions, please contact me at (920) 433-3091.

Sincerely,

Name: *Joseph G. Hockers*

Joseph G. Hockers

Title: Senior Vice President

ACCEPTANCE

This Commitment as outlined above was accepted by action of the City Council on December 15, 2020.

By: _____

Joseph G. Zegers – Finance Director City of De Pere



411 East Wisconsin Avenue
Suite 2350
Milwaukee, Wisconsin 53202-4426
414.277.5000
Fax 414.271.3552
www.quarles.com

Attorneys at Law in
Chicago
Indianapolis
Madison
Milwaukee
Naples
Phoenix
Scottsdale
Tampa
Tucson
Washington, D.C.

December 9, 2020

VIA EMAIL

Mr. Joseph G. Zegers
Finance Director
City of De Pere
335 South Broadway Street
De Pere, WI 54115

Revised Scope of Engagement Re: Proposed Issuance of \$250,000 City of De Pere (the "City") Taxable General Obligation Promissory Note (the "Securities")

Dear Joe:

We are pleased to be working with you again as the City's bond counsel. Thank you for your confidence in us.

The purpose of this letter is to set forth the role we propose to serve and responsibilities we propose to assume as bond counsel in connection with the issuance of the above-referenced Securities. If you have any questions about this letter or the services we will provide, or if you would like to discuss modifications, please contact me.

Role of Bond Counsel

Our bond counsel engagement is a limited, special counsel engagement. Bond counsel is engaged as a recognized independent expert whose primary responsibility is to render an objective legal opinion with respect to the authorization and issuance of municipal obligations. If you desire additional information about the role of bond counsel, we would be happy to provide you with a copy of a brochure prepared by the National Association of Bond Lawyers.

As bond counsel we will: examine applicable law; prepare authorizing and closing documents; consult with the parties to the transaction, including the City's financial advisor or underwriter or placement agent, prior to the issuance of the Securities; review certified proceedings; and undertake such additional duties as we deem necessary to render the bond counsel opinion described below. As bond counsel, we do not advocate the interests of the City or any other party to the transaction. We assume that the parties to the transaction will retain such counsel as they deem necessary and appropriate to represent their interests in this transaction.

Mr. Joseph G. Zegers
 December 9, 2020
 Page 2

Subject to the completion of proceedings to our satisfaction, we will render our opinion that:

- 1) the Securities are valid and binding general obligations of the City;
- 2) all taxable property in the territory of the City is subject to ad valorem taxation without limitation as to rate or amount to pay the Securities; and
- 3) the interest paid on the Securities will be included in the gross income of the owners for federal income tax purposes.

The bond counsel opinion will be executed and delivered by us in written form on the date the Securities are exchanged for their purchase price (the "Closing") and will be based on facts and law existing as of its date.

Upon delivery of the opinion, our responsibilities as bond counsel will be concluded with respect to this financing; specifically, but without implied limitation, we do not undertake (unless separately engaged) to provide any post-closing compliance services.

In rendering the opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation.

The services we will provide under this engagement are strictly limited to legal services. We are neither qualified nor engaged to provide financial advice and we will make no representation about the desirability of the proposed plan of finance, the feasibility of the projects financed or refinanced by the Securities, or any related matters.

Diversity of Practice; Consent to Unrelated Engagements

Because of the diversity of practice of our firm, members of our firm other than those who serve you may be asked to represent other clients who have dealings with the City regarding such matters as zoning, licensing, land division, real estate, property tax or other matters which are unrelated to our bond counsel work. Ethical requirements sometimes dictate that we obtain the City's consent to such situations even though our service to you is limited to the specialized area of bond counsel. We do not represent you in legal matters regularly, although we may be called upon for special representation occasionally, and our bond counsel work does not usually provide us information that will be disadvantageous to you in other representations. We do not believe that such representations of others would adversely affect our relationship with you, and we have found that local governments generally are agreeable to the type of unrelated representation described above. We would like to have an understanding with you that the City

Mr. Joseph G. Zegers
 December 9, 2020
 Page 3

consents to our firm undertaking representations of this type. Your approval of this letter will serve to confirm that the City has no objection to our representation of other clients who have dealings with the City, unrelated to the borrowing and finance area or any other area in which we have agreed to serve it. If an appearance of conflict or actual conflict arises during the scope of this representation (said representation to end upon the closing on the promissory note transaction), a signed waiver of the same shall be required. If you have any questions or would like to discuss this consent further, please call us.

We also want to advise you that from time to time we represent underwriters and purchasers of municipal obligations, as well as other bond market participants. In past transactions or matters that are not related to the issuance of the Securities and our role as bond counsel, we may have served as counsel to the financial institution that has or will underwrite, purchase or place the Securities or that is serving as the City's financial advisor. We may also be asked to represent financial institutions and other market participants, including the underwriter, purchaser or placement agent of the Securities or the City's financial advisor, in future transactions or matters that are not related to the issuance of the Securities or our role as bond counsel. By engaging our services under the terms of this letter, the City consents to our firm undertaking representations of this type.

A form of our opinion and a form of a Continuing Disclosure Certificate (which we may prepare) may be included in the Official Statement or other disclosure document for the Securities. However, as bond counsel, we will not assume or undertake responsibility for the preparation of an Official Statement or other disclosure document with respect to the Securities, nor are we responsible for performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document. If an Official Statement or other disclosure document is prepared and adopted or approved by the City, we will either prepare or review any description therein of: (i) Wisconsin and federal law pertinent to the validity of the Securities and the tax treatment of interest paid thereon and (ii) our opinion.

Fees

Based upon: (i) our current understanding of the terms, structure, size and schedule of the financing, (ii) the duties we will undertake pursuant to this letter, (iii) the time we anticipate devoting to the financing, and (iv) the responsibilities we assume, we estimate that our fee will be \$4,000. Such fee and expenses may vary: (i) if the principal amount of Securities actually issued differs significantly from the amount stated above, (ii) if material changes in the structure of the financing occur, or (iii) if unusual or unforeseen circumstances arise which require a significant increase in our time, expenses or responsibility. Our fees and expenses may increase if the Securities are insured by a municipal bond insurance company, as municipal bond insurance companies require additional opinions and documents. If at any time we believe that circumstances require an adjustment of our original fee estimate, we will consult with you. It is

Mr. Joseph G. Zegers
 December 9, 2020
 Page 4

our understanding that all or most of our fee will be paid by Associated Bank following the closing.

If, for any reason, the financing is not consummated or is completed without the rendition of our opinion as bond counsel, we will expect to be compensated at our normal hourly rates for time actually spent, plus out-of-pocket expenses. Our fee is usually paid either at the Closing out of proceeds of the Securities or pursuant to a statement rendered shortly thereafter. We customarily do not submit any statement until the Closing unless there is a substantial delay in completing the financing.

Terms of Engagement

Either the City or Quarles & Brady may terminate the engagement at any time for any reason by written notice, subject on our part to applicable rules of professional conduct. If the City terminates our services, the City is responsible for promptly paying us for all fees, charges, and expenses incurred before the date we receive termination. We reserve the right to withdraw from representing the City if, among other things, the City fails to honor the terms of this engagement letter – including the City's failing to pay our bills, the City's failing to cooperate or follow our advice on a material matter, or our becoming aware of any fact or circumstance that would, in our view, render our continuing representation unlawful or unethical.

Unless previously terminated, our representation will terminate when we send to the City (or its representative) our final bill for services rendered. If the City requests, we will promptly return the City's original papers and property to you, consistent with our need to ensure payment of any outstanding bills. We may retain copies of the documents. We will keep our own files, including attorney work product, pertaining to our representation of the City. For various reasons, including the minimization of unnecessary storage expenses, we may destroy or otherwise dispose of documents and materials a reasonable time after termination of the engagement.

City Responsibilities

We will provide legal counsel and assistance to the City in accordance with this letter and will rely upon information and guidance the City and its personnel provide to us. We will keep the City reasonably informed of progress and developments, and respond to the City's inquiries. To enable us to provide the services set forth in this letter, the City will disclose fully and accurately all facts and keep us apprised of all developments relating to this matter. The City agrees to pay our bills for services and expenses in accordance with this engagement letter. The City will also cooperate fully with us and be available to attend meetings, conferences, hearings and other proceedings on reasonable notice, and stay fully informed on all developments relating to this matter.

Mr. Joseph G. Zegers
December 9, 2020
Page 5

Limited Liability Partnership

Our firm is a limited liability partnership ("LLP"). Because we are an LLP, no partner of the firm has personal liability for any debts or liabilities of the firm except as otherwise required by law, and except that each partner can be personally liable for his or her own malpractice and for the malpractice of persons acting under his or her actual supervision and control. As an LLP we are required by our code of professional conduct to carry at least \$10,000,000 of malpractice insurance; currently, we carry coverage with limits substantially in excess of that amount. Please call me if you have any questions about our status as a limited liability partnership.

Conclusion and Request for Signed Copy

If the foregoing terms of this engagement are acceptable to you, please so indicate by returning a copy of this letter dated and signed by an appropriate officer, retaining the original for your files. If we do not hear from you within thirty (30) days, we will assume that these terms are acceptable to you, but we would prefer to receive a signed copy of this letter from you.

We are looking forward to working with you and the City in this regard.

Very truly yours,

QUARLES & BRADY LLP

Bridgette Keating

BJK:JPL

#250016.00006

cc: Ms. Judy Schmidt-Lehman (via email)
Mr. Joseph G. Hockers (via email)
Ms. Kathy Donaldson (via email)
Mr. Jake Lichter (via email)

Accepted and Approved:

CITY OF DE PERE

By: _____

Its: _____

Title

Date: _____



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: City Attorney

FROM: Angela Zills

SUBJECT: Consideration and Approval of Certain Fees for 2021.

ATTACHMENTS:

- Reso20-130 (PDF)
- 2021 Fees - Planning (PDF)
- 2021 Fees - Public Works (PDF)
- Reso20-131 (PDF)
- 2021 Fees - Recreation Programs (PDF)
- 2021 Fees Aquatics (PDF)
- 2021-Community Center Fees (PDF)
- 2021 Park-FacilitiesTrees (PDF)

RESOLUTION #20-130

REGARDING CERTAIN FEES

WHEREAS, the Common Council wishes to establish revised fees for services rendered.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Common Council imposes the attached changes to fees for such services indicated.

BE IT FURTHER RESOLVED THAT:

Fees established for licenses issued shall be effective the license year commencing after adoption of this resolution.

BE IT FURTHER RESOLVED THAT:

Such non-license fees established hereunder shall be effective January 1, 2021.

BE IF FURTHER RESOLVED THAT:

All City officers, officials, 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 15th day of December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: ____

Nays: ____

PLANNING DEPARTMENT FEES

Fee Type	2020	2021
	Current Fee	Proposed Fee
Conditional Use Application	\$305.00	\$305.00
Condo Plat Review		\$278+\$68/lot
CSM Review	\$368.00	\$368.00
Land Use Permit	\$168.00	\$168.00
Plat Review Preliminary	\$278+\$68/lot	\$278+\$68/lot
Final Plat	\$195.00	\$195.00
Release of Easement Application	\$368.00	\$368.00
Revocable Occupany Permit	\$32.00	\$32.00
Rezoning Application	\$305.00	\$305.00
Right-of-way Vacation	\$305.00	\$305.00
Short Term Rental	\$250.00	\$250.00
Site Plan Review	\$305.00	\$305.00
Street Name Change	\$220.00	\$220.00
Variance Request	\$168.00	\$168.00
Zoning Verification Letter	\$50.00	\$50.00

PUBLIC WORKS FEES

PERMIT	2020 FEE	2021 FEE
Excavation Permit		
Small Utility Project Permit	\$65.00	\$70.00
Medium Utility Project Permit	\$120.00	\$130.00
Large Utility Project Permit	\$185.00	\$200.00
Very Large Utility Project Permit	Actual costs	Actual costs
Excavation in ROW Outside of Street Area	\$65.00	\$70.00
Boring within Street ROW-Servicing One Property & Sewer is Located Behind Curb	\$65.00	\$70.00
Boring within Street ROW	\$455.00	\$490.00
Road/Street Open-Cut Excavation within Street Pavement Area	\$910.00	\$985.00
Curb Cut	\$25.00	\$30.00
Concrete Workers License	\$45.00	\$50.00
Special Brush Pick-up Minimum	\$40.00	\$45.00
Special Rubbish Pick-up Minimum	\$40.00	\$45.00
Small Garbage Container	\$85.00	\$85.00
Large Garbage Container	\$95.00	\$95.00
Small Recycle Container	\$85.00	\$85.00
Large Recycle Container	\$95.00	\$95.00
Salt per Ton	\$65.00	Not being sold
Salt Brine per Gallon	\$0.21	\$0.23

PUBLIC WORKS FEES

PERMIT	2020 FEE	2021 FEE
Overflow Tags	\$2.00	\$2.00
**Sidewalk Snow Removal Fee	\$1.04/LF	\$1.06/LF
**Sidewalk Compact Snow Removal Fee	\$1.66/LF	\$1.67/LF
Grade Setting Permit	\$75.00	\$80.00
Private Well Permit (5 year permit)		
New	\$550.00	\$1,075.00
Renewal	\$250.00	\$525.00
Water Development Charges	set by ordinance per CBCWA	
Post Construction runoff	no fee established	no fee established

** Rates approved by Board of Public Works annually on or before November 1st

RESOLUTION #20-131

REGARDING DE PERE PARKS, RECREATION & FORESTRY
RECREATION PROGRAMS, SWIMMING POOL AND
COMMUNITY CENTER FEES 2021

WHEREAS, the Common Council wishes to establish revised fees for services described herein.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Common Council imposes the attached revised fees for such services as are to be provided by the De Pere Parks, Recreation and Forestry Department in 2021.

BE IT FURTHER RESOLVED THAT:

Such fees established hereunder shall be effective January 1, 2021.

BE IT FURTHER RESOLVED THAT:

All City officers, officials, 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 15th day of December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes _____

Nays _____

De Pere Park, Recreation & Forestry
Recreation Programs
2021 Fees

Recreation - YOUTH PROGRAMS

	Resident	Non-Resident	Resident & Non-Resident
Program Cancellation Fee	\$7.50 per class/registrant		
Make and Take Sign Workshop	\$6.50	\$6.50	
Mix It, Make It, Celebrate It	\$14.00	\$28.00	
Kool-Aid & Canvas	\$26.00	\$41.00	
Cookies and Cocoa Bingo	\$5.00	\$5.00	
Oodles of Art	\$42.00	\$57.00	
Oodles of Art - Workshop	\$9.00	\$18.00	
Cookie Decorating Workshop	\$9.00	\$18.00	
Mini Camps	\$23.00	\$38.00	
Learning Tree Adventures	\$142.00	\$157.00	
Kamp Kinder Adventure	\$58.00	\$73.00	
Sports'tacular (6 weeks)	\$25.00	\$40.00	
Sports'tacular (8 weeks)	\$30.00	\$45.00	
YEL Camp - Chess	\$75.00	\$90.00	
YEL Camp - Lego	\$85.00	\$100.00	
Art Expressions	\$42.00	\$57.00	
Art Explosion	\$42.00	\$57.00	
Monkey Tales & Trails	\$26.00	\$41.00	
Firefighter Friends	\$6.00	\$12.00	
Tumblebees (8 weeks)	\$29.00	\$44.00	
Tumblebees (12 weeks)	\$50.00	\$65.00	
Tiny Tumblers (8 weeks)	\$29.00	\$44.00	
Tiny Tumblers (12 weeks)	\$50.00	\$65.00	
Tumbling (12 weeks)	\$50.00	\$65.00	
Little Yogis	\$25.00	\$40.00	
Dance with Ribbons Camp	\$16.00	\$32.00	
Twirl Team	\$150.00	\$165.00	
Summer Pom Clinic	\$34.00	\$49.00	
Pom & Dance	\$135.00	\$150.00	
Intro to Dance	\$34.00	\$49.00	
Youth Dance - 40 Min.	\$155.00	\$170.00	
Youth Dance - 30 Min.	\$130.00	\$145.00	
ABC, 123 Dance with Me	\$26.00	\$41.00	
Summer Dance Pre-Ballet (3-4 yrs)	\$29.00	\$44.00	
Summer Dance Tap/Ballet/Hip Hop/Jazz	\$37.00	\$52.00	
Youth Rec Night Day Pass	\$4.00	\$6.00	
Youth Rec Night Season Pass	\$26.00	\$41.00	
Little Ninjas (7 weeks)	\$21.00	\$36.00	
Little Ninjas (6 weeks)	\$19.00	\$34.00	
Tennis Lessons - Youth	\$50.00	\$65.00	
Youth Tennis Tournament (dbl elim)	\$13/singles	\$17/doubles	
Youth Flag Football League	\$43.00	\$58.00	
Youth Flag Football Late Fee	\$10.00	\$10.00	
Pee Wee Flag Football	\$27.00	\$42.00	

Recreation Programs

Recreation - KIDZ ZONE

	Resident	Non-Resident	Resident & Non-Resident
Registration Fee			\$35.00
Cancellation Fee 2 week notice			(retain fee for 2 weeks)
Early Release Days Per Participant			\$16.00
All Fees for Kidz Zone are per participant/per week			
Full Time (4-5 days/wk) Before School			\$42.00
Full Time (4-5 days/wk) After School			\$49.00
Full Time (4-5 days/wk) Before & After School			\$82.00
Part-Time (3 days/wk or less) Before School			\$28.00
Part-Time (3 days/wk or less) After School			\$35.00
Part-Time (3 days/wk or less) Before & After School			\$61.00
Kid's Day Camps	\$32.00	\$47.00	

Recreation - SUMMER CAMP

	Resident	Non-Resident	Resident & Non-Resident
Registration Fee Per Participant			\$35.00
Cancellation Fee for one week/Per Participant (with 2 week notice)			\$37.00
Cancellation Fee for all additional weeks/Per Participant (with 2 week notice)			\$61.00
Weekly Camp Fee	\$145.00	\$160.00	
Half Day/4th of July Week	\$120.00	\$135.00	

Recreation - SUMMER PLAYGROUNDS

		Resident & Non-Resident
Playground Program		\$17.00
Kids Night Out - Rule the Pool		\$4.00
Summer Carnival		\$0.20
Movie in the Park		Free

Recreation Programs

Recreation - FAMILY PROGRAMS

	Resident	Non-Resident	Senior Citizen Resident
Daddy Daughter Dance/Per Couple	\$30.00	\$30.00	\$5/additional child
Tae Kwon Do (7 weeks)	\$28.00	\$43.00	\$21.00
Tae Kwon Do (6 weeks)	\$25.00	\$40.00	\$19.00
Advanced Tae Kwon Do	\$22.00	\$37.00	
Ki-Aikido	\$28.00	\$43.00	\$21.00

Recreation - ADULT/SENIOR PROGRAMS

	Resident	Non-Resident	Senior Citizen Resident
Watercolor Group	\$26.00	\$26.00	
Painter's Paradise	\$16.00	N/A	N/A
Line Dancing	\$20.00	\$35.00	
Stained Glass (6 weeks)	\$49.00	\$64.00	\$37.00
Stained Glass (8 weeks)	\$65.00	\$80.00	\$49.00
Studio Oil Paint	\$75.00	\$90.00	\$57.00
Social Dance (5 weeks)	\$40.00	\$55.00	\$30.00
Tennis	\$50.00	\$65.00	
Yoga (7 weeks)	\$42.00	\$57.00	\$32.00
Yoga (6 weeks)	\$37.00	\$52.00	\$28.00
Chair Flow Yoga	\$37.00	\$52.00	\$28.00
Restorative Yoga (7 weeks)	\$42.00	\$57.00	\$32.00
Restorative Yoga (6 weeks)	\$37.00	\$52.00	\$28.00
PiYo Core (7 weeks)	\$37.00	\$52.00	\$28.00
PiYo Core (6 weeks)	\$32.00	\$47.00	\$24.00
Yin Yoga	\$42.00	\$57.00	\$32.00
Strength & Cardio (7 weeks)	\$28.00	\$43.00	\$22.00
Strength & Cardio (6 weeks)	\$26.00	\$41.00	\$20.00
Zumba/Zumba Gold (6 weeks)	\$26.00	\$41.00	\$20.00
Zumba/Zumba Gold (7 weeks)	\$28.00	\$43.00	\$22.00
Rockin' Workout!	\$28.00	\$43.00	\$22.00
Tai Chi (7 weeks)	\$23.00	\$38.00	\$18.00
Tai Chi (6 weeks)	\$20.00	\$35.00	\$16.00
Luncheons/Bingos	\$7.50	\$7.50	
Luncheons/Shows	\$6.50	\$6.50	
Summer Picnic	\$5.00	\$5.00	
Cribbage Tournament/Team	\$25.00	\$25.00	

Recreation - ADULT LEAGUES

	Resident	Non-Resident	Team Fee
Kickball	\$20.00	\$40.00	\$130.00
Softball-Summer	\$30.00	\$50.00	\$230.00
Softball-Fall	\$20.00	\$40.00	\$130.00
Basketball	\$37.00	\$57.00	\$230.00

De Pere Park, Recreation & Forestry
Swimming Pools
2021 Fees

Summer Pools

LEGION

General Admission Tickets	Resident	Non-Resident
Baby Pool (0-2 years old)	\$1.50	\$3.00
Single (3-59 years old)	\$4.00	\$7.00
Senior (60+ years old)	\$3.00	N/A

Family Swim

Baby Pool (0-2 years old)	\$0.75	\$1.50
Single (3-59 years old)	\$2.00	\$3.50
Senior (60+ years old)	\$1.50	N/A

VFW

General Admission Tickets	Resident	Non-Resident
Baby Pool (0-2 years old)	\$2.00	\$4.00
Single (3-59 years old)	\$5.00	\$8.00
Senior (60+ years old)	\$3.00	N/A

Family Swim

Baby Pool (0-2 years old)	\$1.00	\$2.00
Single (3-59 years old)	\$2.50	\$4.00
Senior (60+ years old)	\$1.50	N/A

Legion Only

Pre-Season Swim Passes	Resident	Non-Resident
Individual	\$35.00	\$65.00
Family	\$70.00	\$150.00
Senior	\$25.00	N/A

In-Season Swim Passes

Legion Only

Individual	\$45.00	\$75.00
Family	\$80.00	\$160.00
Senior	\$35.00	N/A

Pre-Season Swim Passes

Legion & VFW

Individual	\$45.00	\$90.00
Family	\$100.00	\$210.00
Senior	\$35.00	N/A

In-Season Swim Passes

Legion & VFW

Individual	\$55.00	\$100.00
Family	\$110.00	\$220.00
Senior	\$45.00	N/A

Aquatics - Lap Swim Both Pools

	Resident	Non-Resident
Daily	\$3.00	\$5.00
Season Pass	\$45.00	\$60.00
Season Pass Senior	\$35.00	\$50.00

Swim Lessons

9-Week Swim Lessons	\$27.00	\$42.00	N/A
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Private Lessons

4- 30 minute lessons	\$74.00	\$89.00	\$56.00
8- 30 minute lessons	\$142.00	\$157.00	\$107.00

Semi-Private Lessons

4- 30 minute lessons	\$34.00	\$49.00	\$26.00
8- 30 minute lessons	\$61.00	\$76.00	\$46.00

Aquatics - SYBLE HOPP AQUATICS

	Resident	Non-Resident	Senior Citizen
Parent Child (7 weeks)	\$22.00	\$37.00	N/A
Parent Child (6 weeks)	\$19.00	\$34.00	N/A
Water Aerobics (7 weeks)	\$24.00	\$39.00	\$18.00
Water Aerobics (6 weeks)	\$20.00	\$35.00	\$16.00
Water Fitness (6 weeks)	\$20.00	\$35.00	\$16.00
Junior Lifeguarding			
Jr. LG (4 weeks)	\$80.00	\$95.00	N/A

Pool Rental Fees - LEGION ONLY**Pool Rental Fee Schedule**

Number of Patrons	Rental Fee	**Concessions available for additional \$20 per hour up to 60 patrons. Parties \$40 per hour with 61+ patrons.
1-60	\$120.00	
61-136	\$145.00	
137-236	\$175.00	
237-336	\$200.00	

Inflatables available for additional \$50*Pool Rental Fees - VFW ONLY w/ NO SLIDE****Pool Rental Fee Schedule**

Number of Patrons	Rental Fee	Rental Fee	**Concessions available for additional \$20 per hour up to 60 patrons. Parties \$40 per hour with 61+ patrons.
1-60	\$175.00	\$200.00	
61-136	\$200.00	\$225.00	
137-236	\$225.00	\$250.00	
237-336	\$250.00	\$275.00	

If additional guards are required renter will pay an additional \$20/per guard after parties of 60 or more.*Inflatables available for additional \$50***Pool Rental Fees - VFW ONLY w/ SLIDE****Pool Rental Fee Schedule**

Number of Patrons	Rental Fee	Rental Fee	**Concessions available for additional \$20 per hour up to 60 patrons. Parties \$40 per hour with 61+ patrons.
1-60	\$200.00	\$225.00	
61-136	\$225.00	\$250.00	
137-236	\$250.00	\$275.00	
237-336	\$275.00	\$300.00	

If additional guards are required renter will pay an additional \$20/per guard.*Inflatables available for additional \$50***Pool Rental Fees - LEGION & VFW Pools****TOT Pool Rental Fee Schedule**

1 hour rental	\$25.00 per hour (up to 25 people)
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De Pere Park, Recreation & Forestry
De Pere Community Center
2021 Fees

Room Reservations

	Resident	Non-Resident	Resident & Non-Resident
Large Activity Rooms with Kitchens/Four Hour Rental	\$160.00	\$190.00	
Large Activity Rooms with Kitchens Full Day Rental	\$240.00	\$290.00	
Meeting Rooms/Four Hour Rental	\$75.00	\$100.00	
Meeting Rooms/Full Day Rental	\$105.00	\$130.00	
Meeting Rooms/Additional Hours			\$25.00/hr
Large Activity Rooms/Additional Hours			\$40.00/hr
Add'l Time from 10:30pm - midnight/Full Day Rental			\$40.00
Add'l Time from 10:30pm - 1:00am/Full Day Rental			\$60.00
Set up/Clean up Fee Per Hour			\$63.00
Call In Fee Per Time			\$42.00
Reservation Cancellation Fee Per Time			\$32.00
Reservation Date Change Fee Per Time			\$11.00
Security Deposit			Match Rental Fee
Security Deposit for Non-Profit or Youth Organizations Flat Rate			\$125.00
Birthday Parties (\$100 minimum)			\$16.00/child

Storage Bins/Cabinets/Audio-Visual Equipment

	Resident	Non-Resident	Resident & Non-Resident
Storage Bins 6 month minimum			\$77.50
Storage Bins Per Year			\$155.00
Cabinets Per Month			\$12.00
TV, VCR, DVD Player (Per Unit)			\$15.00
35mm Slide Projector (Per Unit)			\$15.00
Overhead Projector (Per Unit)			\$15.00
Cordless Microphone (Per Unit)			\$15.00
Conference Phone (Per Unit)			\$15.00
LCD Projector/digital Presenter (Per Unit)			\$34.00

Contracted Rental Agreements

Brown County Per Month	N/A		
Freezer/Year	N/A		

Tree Fees 2021

Park Shelters 2021	Resident for 2021	Non Resident for 2021	
Outdoor/Indoor Shelters (Friday, Saturday & Sunday)	\$125.00	\$145.00	
Outdoor/Indoor Shelters (Monday thru Thursday)	\$55.00	\$70.00	
Park and Facility Rental Fees	City Sponsored Youth Groups	Non-Revenue Generating Organizations & De Pere Service Groups	All Other Groups
Softball/Baseball Fields (per field) <i>Note: Special field marking is not provided. Chalk and machine are provided on-site in locations. If field must be marked, additional charges will be applied based on time and materials.</i>	Rental Fees Waived	\$5.00 per hour OR \$60.00 per day (lights included)	\$15.00 per hour or \$120.00 per day (Lights-additional \$25.00 per day) Long term rentals (5 or more rental dates) \$12.00 per hour
Soccer/Football Fields (per field) <i>Note: Special field marking is not provided. Chalk and machine are provided on-site in locations. If field must be marked, additional charges will be applied based on time and materials.</i>	Rental Fees Waived	\$5.00 per hour OR \$60.00 per day (lights included)	\$15.00 per hour or \$120.00 per day (Lights-additional \$25.00 per day) Long term rentals (5 or more rental dates) \$12.00 per hour
Tennis Courts (battery of 2-3 courts)		\$30.00 per day	\$120.00 per day
Boat Launches (ramps open to public)		\$60.00 per day	\$120.00 per day
Parks (only Fairgrounds, Legion, VFW & Voyageur Parks)		\$180.00 per day; shelters extra charge	\$360.00 per day; shelter extra charge
Swimming Pools		Contact department for availability and rates	
Fall/Spring Tree Planting 2021	Fee	Without Tax	
Spring/Fall Tree Planting (Plus Tax)	\$124.00		
Permits	Fee		
Canine Goose Patrol	no fee established		
Possession of Intoxicating Liquor in Park	no fee established		
Park Private Vendor Permit	\$575.00		
Plant Removal and Maintenance	no fee established		
Permit to Trim Trees	no fee established		
Permit to Prevent Access of Air and Water to Roots of Tree, Plant or Shrub in Public Highway or Place	no fee established		
Attachment to Trees	to be established		
Planting Trees on Streets	no fee established		
Boat Launch - Annual Permit (established by separate resolution)	\$60.00		
Boat Launch - Additional Vehicle (established by separate resolution)	\$5/vehicle		
Boat Launch - Daily Permit (established by separate resolution)	\$6.00		
Voyager Park - Boat Docking Overnight	\$10.00		
Revocable Occupancy Permit for encroachment/obstructions upon park property	\$27.00		

Tree Fees 2021

Banner Placement	Fee
Claude Allouez Bridge Deposit	\$100.00
Over Third and Reid Street Deposit	\$100.00
Existing Poles in City Right of Way Deposit	\$100.00



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: Human Resources

FROM: Shannon Metzler

SUBJECT: Resolution #20-132 Authorizing Staffing Amendments to Parks, Recreation & Forestry Department and Related Changes to City's Table of Organization and Compensation Plan.

ATTACHMENTS:

- Reso20-132 (PDF)
- Park dept. reorg (PDF)
- Job Classification - Recreation Supervisor 08092020 (PDF)

RESOLUTION #20-132

AUTHORIZING STAFFING AMENDMENTS TO PARKS, RECREATION & FORESTRY
DEPARTMENT AND RELATED CHANGES TO CITY'S TABLE
OF ORGANIZATION AND COMPENSATION PLAN

WHEREAS, the Park, Recreation & Forestry Department wishes to revise its staffing plan and organizational structure to create better efficiencies in its operations; and

WHEREAS, the Finance/Personnel Committee has reviewed the recommendations of the Director of Parks, Recreation & Forestry and the Human Resources Director to combine the positions of Activity Coordinator and Office Assistant into one full time position and to reclassify the Recreation Specialist position to Recreation Supervisor, with increased responsibilities and work hour hours, and recommends approval thereof.

NOW THEREFORE BE IT HEREBY RESOLVED THAT:

The Common Council hereby approves the creation of a full time Activity Coordinator/Office Assistant position to replace two part-time positions in the City's Table of Organization.

BE IT FURTHER RESOLVED THAT:

The Activity Coordinator/Office Assistant position shall be assigned to Pay Grade G within City's Compensation Plan Grade Order List.

NOW THEREFORE BE IT HEREBY RESOLVED THAT:

The Common Council hereby approves the reclassification of a full time Recreation Supervisor position to replace the Recreation Specialist position in the City's Table of Organization.

BE IT FURTHER RESOLVED THAT:

The Recreation Supervisor position shall be assigned to Pay Grade J within City's Compensation Plan Grade Order List.

BE IT FURTHER RESOLVED THAT:

All City officers, officials 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 15th day of December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

CITY OF DE PERE MEMO



To: Finance/Personnel Committee
 From: Marty Kosobucki
 Director of Parks, Recreation and Forestry
 Shannon Metzler
 Human Resources Director

Date: December 8, 2020

RE: Park, Recreation and Forestry Department Organizational Change

Note: At the December 8, 2020 Finance/Personnel Committee the below recommendation was approved unanimously.

Recently the Parks department had a few departures (Part Time Office Assistant and Part Time Activity Coordinator). When this occurs we always look at our organizational structure and try to determine better efficiencies in operation. In looking at our current staffing, work responsibilities, and to better prepare the department for the future, we are proposing a revised staffing plan.

Changes:

- Eliminate Part Time (.5 FTE) Office Assistant Position
- Eliminate Part Time (.6 FTE) Activity Coordinator Position focusing on Older Adults and Playgrounds
- Create new Full Time (Hourly) position that will combine Office duties and Older Adult related activities
- Increase the Recreation Specialist Position (.83 FTE) to a Full Time Recreation Supervisor (Exempt) position with added duties to include:
 - o Oversee Summer Playground Program
 - o Manage instructional based senior programs
 - o Serve as city representative for Commission on Aging

There are several reasons for the proposed changes; however the main reasons are as follows:

- Over the last 10 years we have had a very difficult time filling and retaining people in the part time Office Assistant position. (8 employees over 10 years) Converting the position to a full time position will give us a greater ability to recruit quality people and have them stay.
- Our current Recreation Specialist is nearing retirement and it will be very difficult to recruit a quality person in anything less than a full time position. Our Recreation Specialist's main duties are to run our very successful Day Camp and Kidz Zone programs along with a multitude of pre-school/youth programs.

- Provides us greater flexibility with a full time hourly employee helping with our front office and senior programs, which would include overseeing daily senior programming, special events and fundraising; would also assist with the Commission on Aging.
- Provides us greater flexibility for a full time exempt employee in monitoring and managing Summer Day Camp, Kidz Zone, and our Playground Programs as the hours extend from early morning to early evening.

City policy allows for positions to be reviewed if there has been a significant increase in responsibility. The City then works with the City's compensation consultant to determine if the change in responsibility warrants the position to be reclassified into a higher pay grade level. Due to the additional responsibilities being added to the Recreation Specialist position we had the position evaluated. The City's compensation consultant, Patrick Glynn, with Carlson Dettmann LLC has reviewed the change in responsibility and is recommending that the position be reclassified to pay grade J and move up two pay levels. Please see attached recommendation.

Below is a budgetary breakdown of the proposed change using estimated 2021 wages. The breakdown does not include benefits. These numbers are estimates as we would not know the full impact until new people would come in and we understand what they would take for insurance.

Position	Current/New	FTE	Grade	Wage	Step	Current	Proposed
Rec Specialist	Current	.83	H	\$25.03	5	\$43,212	
Rec Supervisor	New	1.0	J	\$27.03	1		\$56,222
Activity Coordinator	Current	.6	G	\$22.77	5	\$28,417	
Eliminated	New	NA	NA	NA	NA		0
Office Assistant	Current	.5	F	\$20.53	5	\$21,351	
Eliminated	New	NA	NA	NA	NA		0
Activity Coordinator/ Office Assistant	New	1.0	G	\$20.84	1		\$43,347
Total						\$92,980	\$99,569
Additional Wages							\$ 6,589

- \$1,860 of the \$6,589 increase is linked to the 2% market increase with 2021 wages.

The cost of the reorganization was submitted and approved in the 2021 budget. The department supervisors and Human Resources will be available at the meeting to answer any questions.



August 9, 2020

MEMORANDUM

TO: Shannon Metzler, Human Resources Director

FR: Patrick Glynn, Senior Consultant

RE: Job Classification – Recreation Supervisor

The City requested we evaluate job documentation provided for the classification of Recreation Supervisor. The revised job documentation outlines several changes including, but not limited to: managing the Summer Park Playground Program; representing the City to the Commission on Aging; overseeing and implementing programming for older adults, as well as school/youth programs; etc.

Our analysis leads us to the recommendation to revise the ratings for “Thinking Challenges”, “Decision-Making”, “Interactions & Communications”, and “Formal Preparation and Experience” and to place this classification at Grade J of the wage structure.

As it relates to the FLSA status (i.e. hourly vs. salaried), we feel comfortable designating this classification as exempt under the executive exemption, which requires the supervision of two full-time employees or the equivalent (emphasis added). Based on a review of the hours of the seasonal, part-time employees, the full-time equivalency far exceeds that which is required by law.

Of course, the FLSA designation requires an interpretation of federal statute. We are not attorneys, nor do we purport to provide formal legal advice. While we are reasonably confident in our recommendation to the City, formal legal guidance may be required of the City if additional questions remain.

Please let me know if you any questions.

Patrick Glynn
patrick.glynn@carlsondettmann.com
920.629.4743



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: John McDonald

SUBJECT: Resolution #20-133 Authorizing Agreement for Contractor Services Between the City of De Pere and Midwest Athletic Fields, LLC (VFW Softball Field Renovation).

Recommendation from the Board of Park Commissioners, at the November 18, 2020 meeting, to award the VFW Softball field renovation project to Midwest Athletics in the amount of \$37,520. The motion passed unanimously with a 6-0 vote.

Staff is recommending the approval of Midwest Athletics as contractor for the VFW Softball Field Renovation project at \$37,520. The project received two (2) total bids. McDonald's LLC. submitted \$62,509 for the project. The approved project amount is \$50,000.

Staff is also noting that Midwest Athletics does not include any scope of work for fencing. Staff is in process of finding quotes for the fencing work.

Respectfully,

John McDonald

ATTACHMENTS:

- Reso20-133 (PDF)
- Contractor Agreement-Midwest Athletic Fields(VFW Softball Renovations)11-24-20 (PDF)
- Exhibit A-Midwest Contractor Agreement (PDF)
- Exhibit B-Midwest Contractor Agreement (PDF)
- McDonald Services LLC (PDF)

RESOLUTION #20-133

AUTHORIZING AGREEMENT FOR CONTRACTOR SERVICES BETWEEN
THE CITY OF DE PERE AND MIDWEST ATHLETIC FIELDS, LLC
(VFW Softball Field Renovation)

WHEREAS, the City is in need of renovation services for the softball diamond at VFW Park; and

WHEREAS, Midwest Athletic Fields, LLC has available and offers to provide personnel and equipment necessary to accomplish the work within the required timeframe.

WHEREAS, this matter has been reviewed by the Board of Park Commissioners which recommends approval thereof.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Mayor and City Clerk are authorized and directed to execute the Agreement for Contractor Services Between the City of De Pere and Midwest Athletic Fields, LLC as is attached hereto, subject to such changes as deemed necessary by the City Attorney.

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 15th day of December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Board/Committee Approval: 11/18/2020

**AGREEMENT FOR CONTRACTOR SERVICES BETWEEN
THE CITY OF DE PERE AND MIDWEST ATHLETIC FIELDS, LLC
(VFW Softball Field Renovation)**

THIS AGREEMENT made and entered into this ____ day of _____, 2020, by and between the City of De Pere, Wisconsin, ("City"), and Midwest Athletic Fields, LLC, a Wisconsin limited liability company ("Contractor").

WITNESSETH

WHEREAS, the City is in need of field renovation services for its softball diamond located at VFW Park; and

WHEREAS, the Contractor has available and offers to provide personnel and equipment necessary to accomplish the work within the required time.

NOW THEREFORE, City and Contractor agree as follows:

I. DESCRIPTION OF PROJECT

The project is as described in the City Request for Proposals (Exhibit A) and Contractor's Proposal thereto (Exhibit B), both of which are attached hereto and incorporated by reference. If a conflict exists between Exhibit A and Exhibit B, the terms of Exhibit A shall prevail. If there is a conflict between the terms and conditions of Exhibit A and this Agreement, the terms of this Agreement shall prevail. No standard terms or conditions of Contractor's Proposal are incorporated into this Agreement, unless such term is specifically written into the Agreement. If, during the course of performing the work, City and Contractor agree that it is necessary to make changes in the project as described in the exhibits, such changes will be incorporated into this Agreement only by written amendment, signed by the parties. Such writing shall include the scope of the work to be done, the schedule for commencing and completing the work and the basis for compensation for such work.

II. SCOPE OF CONTRACTOR SERVICES

Contractor agrees to perform those services which are described in Exhibit A, excepting therefrom the scope of work related to the refurbishment of the fence posts along both dugouts and backstops.

III. CITY OBLIGATIONS

City agrees to be actively involved with all aspects of the project, including the provision of access to any and all plans/information regarding VFW Park and the constructions site, as well as the AutoCAD file showing the grading plan for the diamond.

IV. TIME FOR COMPLETION

Time is of the essence in Contractor's performance under this Agreement. Contractor shall commence work after notice and proceed with all deliberate speed to meet the time requirements of the City. Should Contractor encounter any circumstances, which, in the Contractor's opinion, will delay performance, Contractor shall so inform the City in writing.

V. COMPENSATION

The City agrees to pay, and the Contractor agrees to accept, compensation as identified in Exhibit B, to be paid in a lump upon completion of the project. Compensation for any additional services authorized by City shall be as agreed upon by the City and Contractor and set forth in the written authorization for those additional special services.

VI. INSURANCE

A. The Contractor shall maintain during the life of the Agreement, the following minimum public liability and property damage insurance to cover claims for injuries, including accidental death, as well as from claims for property damages which may arise from the performance of work under the Agreement as stated below:

1. Comprehensive general liability insurance, including personal injury liability, blanket contractual liability and broad form property damage liability, with per occurrence limits of \$1,000,000, with additional umbrella liability insurance coverage of not less than \$2,000,000.
2. Automobile bodily injury and property damage liability insurance covering owned, non-owned, rented and hired cars. The combined single limit for bodily injury and property damage shall be not less than \$1,000,000.
3. Statutory workers compensation and employers' liability insurance as required by the state having jurisdiction.

The Contractor shall provide City with a certificate of insurance outlining the required coverage and naming the City as an additional insured thereunder for purposes of the Contract.

VII. INDEMNIFICATION

Contractor shall indemnify and hold harmless the City, its officers, agents and employees from and against all claims, damage, losses, and expenses including reasonable attorney's fees arising out of or resulting from the performance of the work specified in this Contract, provided that any such claim damage, loss or expense is caused in whole or in part by any negligent or intentional act or omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a part indemnified hereunder.

VIII. SUBCONTRACTS

The Contractor shall not subcontract any of the work required hereunder without the specific written consent of the City prior to subcontracting any portion of the work to be performed under this project. The Contractor shall be responsible to the City for the actions of person and firms performing subcontract work.

IX. ASSIGNMENT

This Agreement is binding on the heirs, successors, and assigns of the parties hereto. This Agreement is not to be assigned by either the City or Contractor without the prior written consent of the other.

X. LEGAL RELATIONS AND PUBLIC RESPONSIBILITY

- A. **LAWS TO BE OBSERVED.** The Contractor shall at all times observe and comply with all federal, state, and local laws, regulations and ordinances which are in effect or which may be placed in effect during the contract period and which in any manner affect the conduct of the work. The Contractor shall indemnify and save harmless the City and its officers, agents and employees against any claim or liability arising from or based on the violation of any such law, ordinance, or regulation, whether by Contractor or its employees, subcontractors, or agents.
- B. **CONTRACTOR RECORDS.** Contractor acknowledges that, as a contractor of a Wisconsin Municipality, Wis. Stats. §19.36(3) applies to it and records produced by it pursuant to this contract are subject to the public records law to the extent that they would otherwise be if maintained by the City of De Pere. Contractor agrees that, within 10

business days of a written request of the City of De Pere, it shall forward such records as are requested by the City of De Pere. Such records shall be in the format requested by City of De Pere provided that such records are kept and maintained in that format.

- C. CONTRACTOR'S RESPONSIBILITY FOR WORK. Until acceptance of the Work by the City Engineer, the Contractor shall have the charge and care thereof and shall take every precaution against injury or damage to any part thereof by the action of the elements, or from any other cause, whether arising from the execution or non-execution of the Work. The Contractor shall rebuild, repair, restore and make good all injuries or damages to any portion of the Work occasioned by any of the above causes before acceptance and shall bear the expense thereof, except damage to the Work due to unforeseeable causes beyond control of and without the fault or negligence of the Contractor, including but not restricted to acts of God, of public adversaries or of governmental authorities. In case of suspension of work from any cause whatever, the Contractor prior to suspension shall take such precautions as may be necessary to prevent damage to the project, provide for normal drainage and shall erect any necessary temporary barricades, signs or other facilities, at the Contractor's expense, as directed by the Engineer.

XI. GUARANTEE OF MATERIALS AND WORKMANSHIP

The Contractor shall guarantee all materials furnished and all work performed under the Contract against all defects in materials and workmanship for a period of one year following the date of acceptance of the Work, which date shall be understood to be the date of which final payment of all monies due the Contractor under the contract is authorized by the Director of Parks, Recreation & Forestry. Should any defect appear during the guarantee period, the Contractor shall make the required repairs or replacement upon receipt of written notification from the Director of Parks, Recreation & Forestry to do so.

XII. INTEGRATION

This Agreement represents the entire understanding of the City and Contractor as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing signed by both parties.

XIII. JURISDICTION

This Agreement shall be administered and interpreted under the laws of the State of Wisconsin. Jurisdiction of litigation arising from this Agreement shall be in that state. If any

part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall be in full force and effect.

XIV. MEDIATION

All claims, disputes and other matters in question between the parties of this Agreement arising out of or relating to this Agreement or breach thereof, which are not disposed by mutual agreement of the parties, shall be subject to mediation as a condition precedent to the institution of legal proceedings by either party. If such claim, dispute or other matter involves a lien arising out of the Contractor's services, the Contractor may proceed in accordance with applicable law to comply with lien notice and filing deadlines prior to resolution of the matter by mediation.

The City and Contractor shall attempt to resolve claims, disputes and other matters in question between them by mediation in accordance with the Rules of the American Arbitration Association currently in effect unless the parties agree otherwise. A request for mediation shall be filed in writing with the other party to this Agreement and, if applicable, the American Arbitration Association. The request may be made concurrently with the filing of a civil action, but mediation shall proceed in advance of legal proceedings, which may be stayed pending mediation for a period of 60 days from the date of filing unless a longer period is agreed to by the parties or required by a court order.

The parties shall share the mediator's and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

XV. NOTICES

Any notification required or needed under the contract shall be sent to the following:

If to City:
City of De Pere
Attn: City Administrator
335 South Broadway Street
De Pere, WI 54115

If to Contractor:
Midwest Athletic Fields, LLC
Attn: Joshua J. Viet
323 William Street
Watertown, WI 53094-6626

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

MIDWEST ATHLETIC FIELDS, LLC

CITY OF DE PERE, WISCONSIN

By: _____
Name/Title: _____

By: _____
James G. Boyd, Mayor

By: _____
Name/Title: _____

By: _____
Carey E. Danen, City Clerk

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Request for Proposals

for

VFW Softball Field Renovation



Project Summary

The City of De Pere is seeking proposals from experienced contractors to complete the renovation of the Softball Field at VFW Park in De Pere, Wisconsin. VFW Park is located at 730 Grant Street on the west side of De Pere. The City is looking for a contractor with a proven track record of working on and/or renovating softball/baseball diamonds.

Over the past 20 years, field mix has been intermittently filled in to account for weather and drainage issues. In spring of 2019 a safety analysis of VFW Softball Field Complex was conducted and it was determined that the field had only a year or two left before it was deemed unplayable.

The softball field consists of the entire infield and up to eight feet (8') of the outfield that is to be pulled back, then brought back four feet (4') and graded to match the infield. The project also includes the refurbishment of the fence post along both dug outs and back stops.

The City's Engineering Department has completed the survey work to give a starting point for contractors. A copy of the architectural grading and surfaces that are to be used for this project are included in this packet of information.

Scope of Services

The work under this proposal includes:

- 1) Removal of current diamond material. Removed diamond material will be kept under the ownership of the City of De Pere. Diamond material will need to be delivered to the City of De Pere Compost site.
- 2) Stake and laser grade field for preparation of new diamond mix.
- 3) Install Quick Pitch mix based on grading plan providing by the City. (AutoCAD file included with RFP)
- 4) Home Plate - Under quick pitch mix using a six foot (6') diameter; from center of home plate; install a clay base three (3 inches thick).
- 5) Pitcher's Mound – Under quick pitch mix using an eight foot (8') by four foot (4') rectangle in front of the pitcher's mound; install a clay base three (3") thick.
- 6) Dig out all edges along fence to match City's grading plan.
- 7) Chip away concrete of chain link fence posts that have exposed concrete and matching to grade of field and grading plan.
- 8) If the project is completed in 2020 or Spring of 2021 (March – May), edge back the arc of the infield back 8 feet (8') towards the outfield from current arch location; bring grass back four feet (4') towards infield to remove the lip. This is to be done by sod cutting the grass one and one quarter inches (1 ¼") thick and replacing it after it has been regraded to the appropriate elevation. If the project is completed in September – December of 2021, as standard thin cut will be used.
- 9) Install, new home plate, pitching runners and base anchors using the following product specifications:
 - a) Home Plate: Champro SAV-A-LEG HOME PLATE. (B031)
 - b) 1st Base: Champro; In Ground Double First Base (B004)
 - c) 2nd & 3rd Base: Champro; 15" X 15" X 3" MOLDED PRO STYLE BASE
 - d) Pitching Rubber: Champro; 3-Spike Pitchers Rubber (B040-B041)
 - e) Ground Anchors: Champro; GROUND ANCHOR (FOR B001, B002, B003, B004, B071, B072, B073)
- 10) Highlight and make owner aware of any concerns with the cost opinion, site, or conceptual design.

City Responsibilities

The City will be actively involved with all aspects of the project but the following list is various items of responsibility:

- 1) Provide access to any and all plans and/or information regarding the park and construction site.
- 2) Provide AutoCAD file showing grading plan for diamond.

Scheduling

The Board of Park Commissioners will look to recommend a contract at the November 19th meeting. The successful contractor will then be forwarded to the Common Council Meeting at the December 1st meeting. If approved, the selected contractor could not start until December 2nd.

Insurance

The contractor shall maintain during the life of the Agreement, the following minimum public liability and property damage insurance to cover claims for injuries, including accidental death, as well as from claims for property damages which may arise from the performance of work under the Agreement as stated below:

- 1) Comprehensive general liability insurance, including personal injury liability, blanket contractual liability and broad form property damage liability. The combined single limit for bodily injury and property damage shall not be less than \$1,000,000; with additional umbrella liability insurance coverage for a total of not less than \$2,000,000.
- 2) Automobile bodily injury and property damage liability insurance covering owned, non-owned, rented and hired cars. The combined single limit for bodily injury and property damage shall be not less than \$1,000,000.
- 3) Statutory workers compensation and employers' liability insurance as required by the state having jurisdiction.
- 4) Professional liability insurance covering damages resulting from errors and omissions of the Consultant. The limit of liability shall be \$1,000,000 or the total consultant's fee on the project, whichever is greater.

Proof of Insurance

The Consultant shall furnish the City with a Certificate of Insurance and additional insured endorsement countersigned by a Wisconsin Resident Agent or Authorized Representative of the insurer indicating that the Consultant meets the insurance requirements identified above. The Certificate of Insurance shall include a provision prohibiting cancellation of said policies except upon 30 days' prior written notice to the City and shall name the City as an additional insured under Consultant's general and professional liability policies for the specific contract or project covered. A copy of the Certificate of Insurance and endorsement shall be delivered to the City prior to execution of the agreement for final approval.

Proposal Submittals

Proposals can be submitted either by paper copy or via email to John McDonald, Recreation Supervisor and should be clearly marked Indicating: **VFW Softball Renovation Construction Proposal**.

Proposals must be submitted to our office by **October 30, 2020 at 3:00 pm** at the following location:

De Pere Community Center
C/O: John McDonald
600 Grant Street
De Pere, WI 54115
jmcdonald@deperewi.gov

With the current COVID-19 restrictions, the Community Center is closed for access. Bids can be dropped in the drop box on the upper level parking lot, or contact 920-339-4066 to schedule an appointment.

Delivery

The deliverables for this project include the following:

- 1) Provide summary of company and personnel to work on this project.
- 2) Provide understanding of the project and how project will be accomplished.
- 3) Summary of similar work and references.
- 4) Provide Proposed Fee Schedule.
- 5) Provide a timeline of events to include (but not limited to) kick off meeting, mobilization, and construction completion schedule

Additional Information:

- 1) A sample Consultant Agreement the City uses is included.
- 2) AutoCAD technical design of Softball Diamond Grading Surfaces of VFW Softball Field with project notes

City Contact Information

Questions related to this RFP should be directed to:

John McDonald
De Pere Community Center
600 Grant Street
De Pere, WI 54115
920-339-4066
jmcdonald@deperewi.gov

Proposed Fee Schedule

Company Name: _____

Company Representative: _____

Company Address: _____

Phone: _____

Email: _____

Signature: _____

Item	Fee
VFW Softball Field Renovation	
Removal and disposal of current diamond mix	\$
Edging and diamond expansion	\$
Installation and grading of new diamond material	\$
Subtotal of all Fees	\$
Total Fee	\$

Please list any items not listed in the scope of services and fees/costs associated with those items below.

Item	Cost

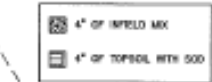
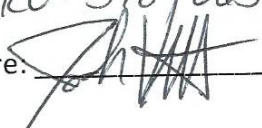


Exhibit B
Page 168
Packet Pg. 168

Proposed Fee Schedule

Company Name: Midwest Athletic Fields LLCCompany Representative: Josh VietCompany Address: 323 William St PO Box 76 Watertown, WI 53094Phone: 920-378-0650Email: josh@midwestaf.comSignature: 

Item	Fee
VFW Softball Field Renovation	
Removal and disposal of current diamond mix	\$ 4,200
Edging and diamond expansion	\$ 4,800
Installation and grading of new diamond material	\$ 28,520
Subtotal of all Fees	\$ 37,520
Total Fee	\$ 37,520

Please list any items not listed in the scope of services and fees/costs associated with those items below.

Item	Cost

Proposed Fee Schedule

Company Name: McDONALD SERVICES, LLCCompany Representative: TIM KEUKENCompany Address: 1032 BAY BEACH RD GREENBAY, WI 54302Phone: 920 609 8038 Email: tim.k@cmmcdonald.comSignature: [Signature]

Item	Fee
VFW Softball Field Renovation	
Removal and disposal of current diamond mix	\$ 12145.00
Edging and diamond expansion	\$ 2770.00
Installation and grading of new diamond material	\$ 42660.00
Subtotal of all Fees FROM BELOW	\$ 5330.00
Total Fee	\$ 62905.00

Please list any items not listed in the scope of services and fees/costs associated with those items below.

Item	Cost
Remove Concrete + Re Set Posts	\$ 2100.00
Provide & Install Bases, Pitchers Mound + Home Plate	\$ 1800.00
REINFORCE Home Plate + MOUND W/ CLAY	\$ 1430



Mc Donald Services LLC is pleased to provide the following quote for the City of De Pere VFW Softball Field Renovation Project.

MDS proposes to strip up to 6 inches of existing field mix and haul to city compost site.

MDS will utilize its in house surveyor to stake elevations and layout. City will provide CAD file.

MDS will install clay reinforcement areas under pitcher's mound and home plate.

MDS will adjust sub grade and install up to 6 inches of Quik Pitch mix over entire skinned area. Materials will be compacted in 2 inch lifts and final grade set with an asphalt roller.

MDS will install home plate, bases and pitcher's mound.

MDS will remove and dispose of concrete post bases currently above grade and re set post elevation to the extent possible without removing wire.

MDS will remove 8 feet of outfield sod along an arc to be re- struck by MDS surveyors.

Four feet of sod will be replaced and graded to match in field.

Either fall or spring sodding is included in pricing.

MDS and its predecessor companies have completed multiple high- profile jobs of this type.

Additionally, MDS has ample equipment, manpower and training to meet your needs. Company info and documentation is attached.

Thank you for considering our proposal,

Tim Keuken | Exterior Project Manager

1032 Bay Beach Rd - Green Bay, WI 54302

D: 920-593-1613 | C: 920-609-8038 | O: 920-465-3230

www.cmmcdonald.com

McDonald Services LLC

Statement of Qualifications

Mc Donald Services was spun off from Mc Donald Lumber Inc. which has been in existence since 1909. Mc Donald Services LLC is wholly owned by Mc Donald Lumber (MDL). MDL operates 200 acres of warehouses in the northeast corner of Green Bay and surrounding cities.

In 2019 "Services" purchased the assets and absorbed the employees of Double Grand Holdings Inc. and TNT Landscaping, which had been in business since 1987.

We offer the following completed sample projects from the portfolio of TNT/DGH Inc.

- Green Bay Packers, Inc.
Lambeau Field Re-Sod
6 contracts
- Fox Cities Stadium Field
Installation
- Forest Glen School (Howard, WI)
Landscape
- Leigh Yawkey Woodson
Sculpture Garden (Wausau, WI)
- University of Wisconsin (Eau-Claire)
Football Practice Field Installation
- Notre Dame High School
Football Field Installation
- American Medical Security, (Howard, WI)
Business Park Streetscaping and Retention Ponds
- Potawatomi Casino (Carter, WI)
Landscape
- Potawatomi Medical Center (Wabeno, WI)
Landscape
- Antigo High School (Antigo, WI)
Landscape & Field Install
- Denmark Middle School
Landscape & Field Install
- **Mc Donald Lumber and Mc Donald Services Projects**
- South Bay Marina 101 Bay Beach Road Green Bay, WI

McDonald Services LLC

Statement of Qualifications

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Green Bay, WI

Reclaimed the former City of Green Bay Landfill and converted it to a world class 250 Slip Marina complete with Clubhouse, Bar/Restaurant, Retail Shopping and Boat Sales Facility. All work that was done at South Bay Marina up was performed by McDonald Company employees. (southbaymarina.com)

- In 2019 we have completed 20 large seawall and landscape installation projects, in or around the City of Green Bay.
- Mc Donald Services liaises with the Dept. of Natural Resources on the behalf of the property owners in Northeast Wisconsin. With our own in-house engineer, MDS helps develop solutions and obtain permits for gabion style revetments to restore shorelines eroded by recent high waters and winds. In addition, it completes the landscaping lost to the bay on some of the largest properties in the area.
- Mc Donald Lumber and Mc Donald Services owns its own quarries, transportation company, and an \$18 million portfolio of properties which it maintains with its in-house staff. MDL/MDS has been in existence for 110 years and has been involved in the some of the most high-profile construction in the Green Bay area. We would be pleased to forward images and honored to submit a bid on your project.

Bid

Corporate Officer / Principal Members Listing

Chester P. McDonald (President) - See Resume for Experience and Background

Timothy P. Keuken (Project Manager) - See Resume for Experience and Background

Chester McDonald

918 Oakdale Ave De Pere Wisconsin 54115
920 217 7932

PROFESSIONAL EXPERIENCE:

McDonald Companies Green Bay Wisconsin 2017-Present
Vice President

McDonald Companies Green Bay Wisconsin 2009-2017
Business Development

- Responsible for the daily operations and financial management of an 18+ million-dollar portfolio of property (1.1+ M Square foot) in northeastern Wisconsin
- Increased space under management by 10% in 2 years
- Increased net earnings by over 75% in a 3-year period
- Implemented a workflow system which increase customer satisfaction and response time

South Bay Marine Center Green Bay Wisconsin 2010-Present
Co- Owner & Board Member

- Purchased assets of a failed business and oversaw daily operations during transition
- Helped to develop and implement a management team who increased revenue from \$250,000 to over \$1,000,000 in a 2-year period
- Retained customer base and expanded services which now included a full-service center, storage, and dockage

Northern Wisconsin Technical College Green Bay Wisconsin 2010-2014
Adjunct Professor

- Statistics, Trigonometry, Math with Business Applications

Rockwell Automation Appleton Wisconsin 2007-2009
Field Business Unit Manager

- Managed \$10,000,000 in revenue with growth of over 15% from services designed to increase productivity and decrease overall cost of production
- Worked with team of over 150 Sales Professionals, Distributors, and Engineers to sell and implement solutions
- Developed proposals and Return on Investments Studies for projects more than \$1,000,000 dollars, including Network Design, Machine Retrofits, and Inventory Optimization
- Developed COTS (Current Off Shelf Solutions) for Military Applications

Rockwell Automation Minneapolis, MN 2006-2007
Distribution Manager/Territory Engineer

- Worked with local distribution to increase product awareness and service
- Responsible for representing several product lines including Programmable Logic Controllers, Motor Controls Centers, and Software
- Increase Sales Revenue for \$2,500,000 to \$4,000,000 in 2 years

- Rockwell Automation** Based: Milwaukee, WI 2004-2005
Management Training
- Management Training Program with direct mentorship by Rockwell Automation Senior Personnel
 - Rotated through each business unit with instruction and application development in project management, finance, global trade, global customs, legal, various technology

- Puget Sound Naval Shipyard** Bremerton, WA 2002
Nuclear Engineering Technician (Internship)
- Designed components and maintenance techniques used in a nuclear environment
 - Worked with unionized labor while developing written instruction sets to increase efficiency, quality assurance, and employee satisfaction
 - Obtained security clearance

EDUCATION:

- University of Wisconsin – Oshkosh 2014
Master of Business Administration
 Coursework: Marketing, Operations Management, Finance

- University of Wisconsin – Madison 2003
B.S. Engineering Mechanics
- Coursework: Mechanics of Materials, Material Science, Steel Construction

- University of Wisconsin – La Crosse 2002
B.S. Physics, Minor: Mathematics
- Coursework: Thermodynamics, Optics, Computer Programming Java, Accounting

Community Organizations:

Civil Air Patrol

Optimist Club of Green Bay Aviation

Curative Connections / ProSolutions

AWARDS:

- 2003 Schoofs Prize for Creativity (Second Place)
- 2003 Tong Prototype Competition (Second Place)
- 2002 National Society of Collegiate Scholars
- 2001 Sigma Pi Sigma (Physics Honors Society)

TIMOTHY P. KEUKEN

1.18.e

812 HILLCREST HEIGHTS, GREEN BAY, WI 54313

Phone: 920- 609- 8038

Email: KINETICRESPONSE286@GMAIL.COM

EDUCATION

Lakeland College Sheboygan, WI
Business Administration & Economics

Bachelor's Degree
Graduated Summa Cum Laude with a 3.85 GPA

SUMMARY OF QUALIFICATIONS

May 2019 – Present

McDonald Companies, LLC

Exterior Project Manager

Responsible for the exterior maintenance of a 200-acre warehousing complex. Organized the staff and equipment for a multi-faceted landscape construction company.

Oversee the daily workload, customer contacts, proposals and bidding procedure and material procurement.

Coordinate the planning, purchasing and distribution of materials for a rapidly growing sea wall and shoreline stabilization company. Act as a liaison between property owners and government agencies.

December 2000 – Present

Double Grand Holdings, Inc.

Operations Manager

Manage day to day operations of exterior renovation company including preparing pricing, design and expediting workload.

Manage the day to day operations of an over the road contract trucking firm. Responsible for all aspects of the business including capital expenditures, cash flows, rate negotiation, recruiting, dispatch and accounting functions including payroll and government compliance.

July 1994-December 2000

Millennium Transport

Chief Executive Officer

Managed start up over the road trucking company from inception to \$12,000,000 in annual sales.

April 1989-December 2000

TNT Landscaping

Formed and operated a highly successful residential and commercial landscaping company with sales in excess of 1.5 million dollars annually. Focused sales on commercial and governmental projects including high profile accounts that included the Green Bay Packers, the University of Wisconsin and the Wisconsin Department of Transportation. Responsible for preparing bids, scheduling and expediting workload.

November 1976-July 1993

Supervalu Stores, Inc

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Accrual Basis

McDONALD SERVICES, LLC

Balance Sheet

As of September 30, 2020

	Sep 30, 20
ASSETS	
Current Assets	
Checking/Savings	
10000 · McDONALD SERVICES CHECKING	362,384.57
10201 · CASH ON HAND-OFFICE	1,500.00
Total Checking/Savings	363,884.57
Accounts Receivable	
12400 · ACCOUNTS RECEIVABLE	1,223,895.76
12401 · ACCOUNTS RECEIVABLE - LUMBER	371,562.92
12402 · ACCOUNTS RECEIVABLE - SOUTH BAY	704.69
Total Accounts Receivable	1,596,163.37
Other Current Assets	
12150 · ACCRUED REVENUE	124,461.15
13260 · SALES TAX RECEIVABLE	30,000.00
12200 · DEPOSITS	8,000.00
13400 · INVENTORY	
13500 · PS INVENTORY	
13510 · TREES / PLANTS	20,930.00
13511 · BARK / MULCH	2,286.54
13512 · EROSION FABRIC	16,643.71
13525 · LARGE STONES	1,300.00
13530 · GABIONS	3,220.00
13540 · SALT FOR PLOWING	27,663.61
Total 13500 · PS INVENTORY	72,043.86
13600 · SHOP INVENTORY	
13610 · TIRES	6,000.00
13611 · OIL	5,573.60
13612 · PARTS	3,053.38
Total 13600 · SHOP INVENTORY	14,626.98
Total 13400 · INVENTORY	86,670.84
PREPAID EXPENSES	
12810 · EMPLOYEE REIMBURSEMENTS	3,339.70
13000 · PREPAID INSURANCE	31,182.60
13100 · PREPAID RENT	70,092.30
13200 · PREPAID EXPENSE	14,397.69
13250 · PREPAID VEHICLE LICENSE FEES	20,226.61
Total PREPAID EXPENSES	139,238.90
Total Other Current Assets	388,370.89
Total Current Assets	2,348,418.83
Fixed Assets	
28100 · MACHINERY & EQUIPMENT	
28101 · M & E	838,612.01
28102 · ACCUMULATED DEPRECIATION - M&E	-425,868.62
Total 28100 · MACHINERY & EQUIPMENT	412,743.39
28200 · LICENSED VEHICLE	
28201 · LICENSED VEHICLE	1,241,750.40
28202 · ACCUMULATED DEPRECIATION - VEH	-646,179.25
Total 28200 · LICENSED VEHICLE	595,571.15
28300 · HEAVY EQUIPMENT	
28301 · HEAVY EQUIPMENT	1,305,564.80
28302 · ACCUMULATED DEPRECIATION - H.E.	-585,780.58
Total 28300 · HEAVY EQUIPMENT	719,784.22

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Accrual Basis

McDONALD SERVICES, LLC

Balance Sheet

As of September 30, 2020

	Sep 30, 20
28800 · TECHNOLOGY	
28801 · TECHNOLOGY	632.99
28802 · ACCUMULATED DEPRECIATION - TECH	-623.89
Total 28800 · TECHNOLOGY	9.10
29600 · LEASEHOLD IMPROVEMENTS	
29601 · LEASEHOLD IMPROVEMENTS	47,032.83
29602 · ACCUMULATED DEPRECIATION - L.I.	-17,025.75
Total 29600 · LEASEHOLD IMPROVEMENTS	30,007.08
29999 · REVIEW FIXED ASSETS	21,000.00
Total Fixed Assets	1,779,114.94
Other Assets	
INVESTMENTS IN MINORITY-OWNED	
29800 · INVESTMENT IN PERRY ST-ALGOMA	20,000.00
29801 · INVESTMENT IN 821 PARKVIEW ROAD	38,693.00
Total INVESTMENTS IN MINORITY-OWNED	58,693.00
Total Other Assets	58,693.00
TOTAL ASSETS	4,186,226.77
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
31400 · ACCOUNTS PAYABLE	409,133.05
31401 · ACCOUNTS PAYABLE - LUMBER	50,410.05
Total Accounts Payable	459,543.10
Credit Cards	
37000 · CREDIT CARD ACCOUNTS	
37200 · CAPITAL ONE SPARK CC	
37201 · SPARK - BEN KEUKEN 6808	264.52
37202 · SPARK - RYAN GERCZAK 5791	3,407.71
37204 · SPARK - JONATHAN FROELICH 1555	733.89
37205 · SPARK - JEREMIAH BANDY 2363	6.76
37206 · SPARK - CODY ZAIDEL 8176	22.26
37207 · SPARK - TIM KEUKEN 8231	1,491.12
37210 · SPARK - MARK KOSTICHKA 1126	44.00
37212 · SPARK - RYAN LAMARRE 7560	615.18
37216 · SPARK - TODD WITTMUS 7376	812.35
37217 · SPARK - VICTORIA ERTL 8056	327.92
Total 37200 · CAPITAL ONE SPARK CC	7,725.71
Total 37000 · CREDIT CARD ACCOUNTS	7,725.71
Total Credit Cards	7,725.71
Other Current Liabilities	
25500 · *Sales Tax Payable	7,174.63
33550 · ACCRUED EXPENSES	53,500.00
30750 · PAYABLES - MCDONALD LUMBER	622,011.45
34005 · CURRENT MATURITIES L/T DEBT	189,000.00
36500 · SBA PPP LOAN	642,334.45
30600 · CUSTOMER DEPOSIT	
30650 · CUSTOMER DEPOSITS	71,750.00
Total 30600 · CUSTOMER DEPOSIT	71,750.00

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Accrual Basis

McDONALD SERVICES, LLC

Balance Sheet

As of September 30, 2020

	Sep 30, 20
33000 · ACCRUALS	
33600 · ACCRUED - WAGES	107,151.39
33605 · ACCRUED - BONUS	167,759.55
33610 · ACCRUED - PTO	41,344.39
33620 · ACCRUED INTEREST	2,669.62
33650 · UNEARNED LEASE REVENUE	5,220.00
Total 33000 · ACCRUALS	324,144.95
Total Other Current Liabilities	1,909,915.48
Total Current Liabilities	2,377,184.29
Long Term Liabilities	
39000 · NOTES PAYABLE	
39001 · TIM KEUKEN EQUIPMENT	25,000.00
39002 · 2018 VOLVO DAYCAB	68,134.89
39004 · 2016 JLG LIFT	47,696.55
39003 · LESS CURRENT MATURITIES - N/P	-53,000.00
Total 39000 · NOTES PAYABLE	87,831.44
39500 · CAPITAL LEASE OBLIGATIONS	
39501 · 2018 FORD F-150 (EFM)	16,903.20
39502 · 2019 RAM PROMASTER 1500 (EFM)	14,617.23
39503 · 8 TRAILERS FROM RIDGEWAY	151,112.75
39504 · 2019 FORD F-550 CHASSIS (EFM)	44,192.66
39505 · 2018 CHEV SILV 3500HD (EFM)	38,688.41
39506 · QUALITY LEASE 4700 WESTERN STAR	103,907.26
39507 · TOYOTA 8FGCU30 FORK - 3/1/2022	17,477.66
39508 · TOYOTA 8FGC35U FORK - 6/1/2023	34,119.40
39509 · JOHNSON BANK - FORKLIFT(8FGCU25	24,847.30
39510 · RIDGEWAY TRAILERS - JL045213	6,892.82
39511 · RIDGEWAY TRAILERS - JL045215	7,318.79
39512 · RIDGEWAY TRAILERS - JL036164	8,839.68
39513 · RIDGEWAY TRAILERS - JL036212	10,279.15
39514 · TOYOTA 8FGC55U 2015 POWER LIFT	45,588.52
39515 · TOYOTA 8FGCU25 2016 POWER LIFT	23,722.79
39517 · 2020 CHEV 4500 W PLOW (EFM)	54,719.04
39516 · LESS CURRENT MAT. CAPITAL LEASE	-136,000.00
Total 39500 · CAPITAL LEASE OBLIGATIONS	467,226.66
Total Long Term Liabilities	555,058.10
Total Liabilities	2,932,242.39
Equity	
30000 · ADDITIONAL PAID IN CAPITAL	1,547,123.07
32001 · Unrestricted Net Assets	-389,913.74
Net Income	96,775.05
Total Equity	1,253,984.38
TOTAL LIABILITIES & EQUITY	4,186,226.77

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Accrual Basis

McDONALD SERVICES, LLC
Profit & Loss
 January through September 2020

	Jan - Sep 20
Ordinary Income/Expense	
Income	
50100 · BUILDING 1 RENTAL	
50101 · RENT 1	160,287.29
Total 50100 · BUILDING 1 RENTAL	160,287.29
50103 · BUILDING 3 RENTAL	
501031 · RENT 3	182,744.00
Total 50103 · BUILDING 3 RENTAL	182,744.00
50110 · BUILDING 10 RENTAL	
50111 · RENT 10	351,450.00
Total 50110 · BUILDING 10 RENTAL	351,450.00
51041 · BUILDING 41 RENTAL	
510413 · RENT 41/3	59,185.00
Total 51041 · BUILDING 41 RENTAL	59,185.00
56300 · LEASE INC FROM NON-OWNED PROP	
56301 · 1327 GLORY ROAD RENT	169,920.00
56302 · 1819 ST GEORGE STREET	81,628.26
56303 · 1011 DISCOVERY ROAD	570,007.01
56304 · 1001 PERRY STREET	410,591.67
56307 · 1248 NORTH BUCHANAN STREET	11,353.50
56309 · 1735 SAL STREET	120,358.35
56310 · 821 PARKVIEW ROAD	63,250.50
56311 · 1130 FROG STREET	10,262.50
56313 · MCDERMID WHSE	37,147.50
56315 · RENT TBL SEYMOUR	24,768.00
56316 · 820 FULLVIEW APPLETON	54,673.66
56317 · 940 PRAIRIE AVE	9,520.00
56300 · LEASE INC FROM NON-OWNED PROP - Other	7,900.00
Total 56300 · LEASE INC FROM NON-OWNED PROP	1,571,380.95
57000 · LOGISTICS INCOME	
57100 · WHSE SERVICES	856,754.64
57200 · ADMINISTRATIVE SERVICES	149,608.98
57300 · OTR SERVICES	1,224,371.68
57350 · SPOTTING SERVICES	1,317,314.83
57500 · EQUIPMENT LEASED FOR CUSTOMER	265,417.39
57000 · LOGISTICS INCOME - Other	-369.50
Total 57000 · LOGISTICS INCOME	3,813,098.02
58000 · SHOP SERVICES	
580001 · SHOP SERVICES - I/C	369.50
580002 · SHOP SERVICES - CUST	14,270.36
58000 · SHOP SERVICES - Other	0.00
Total 58000 · SHOP SERVICES	14,639.86
59000 · PROPERTY SERVICES INCOME	
59050 · PS ACCRUED REVENUE ADJ	
590501 · PS ACCRUED REV ADJ - I/C	326,724.66
590502 · PS ACCRUED REV ADJ - CUSTOMER	75,996.73
Total 59050 · PS ACCRUED REVENUE ADJ	402,721.39
59100 · PS INCOME	
591001 · PS INCOME - I/C	364,510.86
591002 · PS INCOME - CUSTOMER	767,564.02
Total 59100 · PS INCOME	1,132,074.88

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Accrual Basis

McDONALD SERVICES, LLC
Profit & Loss
 January through September 2020

	Jan - Sep 20
59110 · PS SUBCONTRACTOR	
591101 · PS SUBCONTRACTOR - I/C	89,181.47
591102 · PS SUBCONTRACTOR - CUSTOMER	51,912.90
Total 59110 · PS SUBCONTRACTOR	141,094.37
59140 · PS EQUIPMENT RENTAL	
591401 · PS EQUIP RENTAL - I/C	5,167.22
591402 · PS EQUIP RENTAL - CUSTOMER	2,844.76
Total 59140 · PS EQUIPMENT RENTAL	8,011.98
Total 59000 · PROPERTY SERVICES INCOME	1,683,902.62
Total Income	7,836,687.74
Cost of Goods Sold	
65001 · COGS BUILDING 1	
65101 · COGS RENT 1 & BLDG EXPENSES	111,225.09
Total 65001 · COGS BUILDING 1	111,225.09
65003 · COGS BUILDING 3	
650031 · COGS RENT 3 & BLDG EXPENSES	182,744.00
65003 · COGS BUILDING 3 - Other	51.57
Total 65003 · COGS BUILDING 3	182,795.57
65010 · COGS BUILDING 10	
650101 · COGS RENT 10 & BLDG EXPENSES	201,769.20
Total 65010 · COGS BUILDING 10	201,769.20
65028 · COGS BUILDING 28	
650281 · COGS RENT 28 & BLDG EXPENSES	391.07
Total 65028 · COGS BUILDING 28	391.07
65029 · COGS BUILDING 29	
650291 · COGS RENT 29 & BLDG EXPENSES	5.33
Total 65029 · COGS BUILDING 29	5.33
65041 · COGS BUILDING 41	
650412 · COGS RENT 41/2 & BLDG EXPENSES	89.38
650413 · COGS RENT 41/3 & BLDG EXPENSES	41,580.00
Total 65041 · COGS BUILDING 41	41,669.38
65044 · COGS BUILDING 44	
650441 · COGS RENT 44 & BLDG EXPENSES	506.40
Total 65044 · COGS BUILDING 44	506.40
65300 · COGS EXP OF NON-OWNED PROP	
65301 · COGS 1327 GLORY ROAD RENT	158,361.18
65302 · COGS 1819 ST GEORGE STREET	62,206.23
65303 · COGS 1011 DISCOVERY ROAD	510,552.96
65304 · COGS 1001 PERRY STREET	253,588.58
65305 · COGS 929 CEDAR STREET	960.00
65307 · COGS 1248 NORTH BUCHANAN STREET	6,840.00
65309 · COGS 1735 SAL STREET	109,534.77
65310 · COGS 821 PARKVIEW ROAD	57,683.67
65311 · COGS 1130 FROG STREET	7,200.00
65313 · COGS MCDERMID WHSE	32,528.10
65314 · COGS TLB N5624 CTY RD C SEYMOUR	20,000.00
65315 · COGS 820 FULLVIEW APPLETON	50,280.39
65316 · COGS 940 PRAIRIE AVE	13,380.41
Total 65300 · COGS EXP OF NON-OWNED PROP	1,283,116.29

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10/30/20

Accrual Basis

McDONALD SERVICES, LLC

Profit & Loss

January through September 2020

	Jan - Sep 20
66000 · COGS PS	
66110 · COGS PS SUBCONTRACTOR	331,713.85
66130 · COGS PS MATERIAL	355,132.98
66140 · COGS PS EQP RENTAL	40,805.35
66230 · COGS SNOW REMOVAL SUBCONTRACTOR	108,854.09
66250 · COGS PS EQUIPMENT	
66251 · COGS PS EQUIPMENT FUEL	34,406.11
66253 · COGS PS VEH MAINT/REPAIR	12,311.03
66254 · COGS PS LICENSE FEES & TAXES	12,097.01
66255 · COGS PS EQUIP INS	28,525.92
66262 · COGS PS SHOP EXPENSES	32,909.30
66270 · COGS PS SMALL TOOLS	11,780.64
66250 · COGS PS EQUIPMENT - Other	500.00
Total 66250 · COGS PS EQUIPMENT	132,530.01
75500 · LABOR - PROPERTY SERVICES	
75510 · WAGES/TAXES - PS	527,757.68
75520 · HEALTH/BENEFITS - PS	65,546.22
75530 · 401K - PS	11,636.13
75540 · WORK COMP PS	12,397.50
Total 75500 · LABOR - PROPERTY SERVICES	617,337.53
Total 66000 · COGS PS	1,586,373.81
67000 · COGS LOGISTICS	
67200 · LOG VEHICLES- ADMIN	
67214 · COGS LOG ADMIN FUEL	272.88
67215 · COGS LOG ADMIN EQUIP INS	2,255.89
Total 67200 · LOG VEHICLES- ADMIN	2,528.77
67300 · COGS TRANSPORTATION SERVICES	
67305 · COGS OTR	
67310 · COGS OTR MAINTENANCE / REPAIRS	20,751.51
67312 · COGS OTR LICENSE FEES & TAXES	23,253.52
67313 · COGS OTR REPAIRS - NON-OND TRLS	12,609.74
67314 · COGS OTR SHOP EXPENSES	26,405.84
67316 · COGS OTR FUEL	121,458.23
67317 · COGS OTR EQUIP INS	33,782.53
67305 · COGS OTR - Other	13,184.82
Total 67305 · COGS OTR	251,446.19
67320 · COGS SPTG SERVICE	
67321 · COGS SPTG MAINT/REPAIRS	12,296.55
67322 · COGS SPTG EQ SH TM RENT REPAIRS	4,839.86
67323 · COGS SPTG LICENSE FEES & TAXES	14,270.86
67324 · COGS SPTG SHOP EXPENSES	22,819.10
67325 · COGS SPOTTING SHOP TOOLS	1,083.54
67326 · COGS SPTG FUEL	101,480.71
67327 · COGS SPTG EQUIP INS	26,994.00
67320 · COGS SPTG SERVICE - Other	123.75
Total 67320 · COGS SPTG SERVICE	183,908.37
67600 · LEASED EQUIPMENT EXPENSE	
67610 · SPTG LEASES	135,165.98
67620 · OTR LEASE	79,563.17
67640 · FORKLIFT LEASES	270.36
67600 · LEASED EQUIPMENT EXPENSE - Other	999.33
Total 67600 · LEASED EQUIPMENT EXPENSE	215,998.84
Total 67300 · COGS TRANSPORTATION SERVICES	651,353.40

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Accrual Basis

McDONALD SERVICES, LLC
Profit & Loss
 January through September 2020

	Jan - Sep 20
67400 · COGS WHSE SERVICES	
67410 · COGS WHSE EQUIP MAINT/REPAIRS	7,126.31
67411 · COGS WHSE EQ ST TM RENT REPAIRS	6,032.80
67412 · COGS WHSE SHOP EXPENSES	7,501.84
67414 · COGS WHSE SUBCONTRACT LABOR	3,524.46
67415 · COGS WHSE SERVICES	20,264.69
67416 · COGS WHSE EQUIP INS	1,369.65
67420 · COGS WHSE FORKLIFT FUEL	20,931.59
67400 · COGS WHSE SERVICES - Other	1,252.31
Total 67400 · COGS WHSE SERVICES	68,003.65
67500 · COGS EQUIPMENT FUEL	
67501 · COGS EQUIPMENT FUEL	1,962.25
Total 67500 · COGS EQUIPMENT FUEL	1,962.25
67700 · COGS LOGISTICS SHOP	
67702 · COGS LOGISTICS SHOP EXPENSES	1,105.58
Total 67700 · COGS LOGISTICS SHOP	1,105.58
67800 · EQUIPMENT LEASED FOR CUSTOMER	201,241.68
75400 · LABOR - LOGISTICS ADM	
75410 · WAGES/TAXES - LOGISTICS ADM	103,089.80
75420 · HEALTH/BENEFITS - LOGISTICS ADM	14,897.69
75430 · 401K - LOGISTICS ADM	3,630.18
75440 · WORK COMP LOG ADM	1,623.50
Total 75400 · LABOR - LOGISTICS ADM	123,241.17
75600 · LABOR - LOGISTICS OTR	
75610 · WAGES/TAXES - LOGISTICS OTR	620,972.22
75620 · HEALTH/BENEFITS - LOGISTICS OTR	114,939.64
75630 · 401K - LOGISTICS OTR	18,289.13
75640 · WORK COMP LOG OTR	32,011.35
Total 75600 · LABOR - LOGISTICS OTR	786,212.34
75700 · LABOR - LOGISTICS SPTG	
75710 · WAGES/TAXES-LOGISTICS SPTG	790,728.10
75720 · HEALTH/BENEFITS-LOGISTIC SPTG	79,468.35
75730 · 401K - LOGISTICS SPTG	20,234.53
75740 · WORK COMP LOG SPTG	22,553.45
Total 75700 · LABOR - LOGISTICS SPTG	912,984.43
75800 · LABOR - LOGISTICS WHSE	
75810 · WAGES/TAXES-LOGISTICS WHSE	439,295.41
75820 · HEALTH/BENEFITS-LOGISTICS WHSE	64,720.98
75830 · 401K - LOGISTICS WHSE	13,319.64
75840 · WORK COMP LOG WHSE	9,417.20
Total 75800 · LABOR - LOGISTICS WHSE	526,753.23
Total 67000 · COGS LOGISTICS	3,275,386.50
68000 · COGS SHOP	
68100 · COGS - SHOP EXPENSE	42,920.16

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Accrual Basis

McDONALD SERVICES, LLC
Profit & Loss
 January through September 2020

	Jan - Sep 20
68200 · LABOR - SHOP	
68210 · WAGES/TAXES - SHOP	148,807.32
68220 · HEALTH/BENEFITS - SHOP	30,125.46
68230 · 401K - SHOP	2,487.92
68240 · WORK COMP - SHOP	557.85
Total 68200 · LABOR - SHOP	181,978.55
Total 68000 · COGS SHOP	224,898.71
Total COGS	6,908,137.35
Gross Profit	928,550.39
Expense	
70000 · GENERAL & ADMINISTRATIVE EXP	
73401 · Wages/Taxes Company	133,759.55
Total 70000 · GENERAL & ADMINISTRATIVE EXP	133,759.55
73200 · SHOP SUPPLIES	803.40
73250 · SHOP TOOLS	2,111.50
73300 · LABOR - ADM	
73310 · WAGES/TAXES - ADM	193,382.74
73320 · HEALTH/BENEFITS - ADM	23,667.27
73330 · 401K - ADM	7,714.24
73340 · WORK COMP - ADM	9,242.05
73300 · LABOR - ADM - Other	2,315.34
Total 73300 · LABOR - ADM	236,321.64
73400 · PYRL JOB COST SUSPENSE ACCT	0.00
73810 · USE TAX	5,508.42
74100 · INSURANCE - LIABILITY	4,715.68
74200 · INSURANCE - AUTO/INLAND MARINE	757.32
74600 · FUEL FOR G&A VEHICLES	2,174.06
74702 · UNIFORMS	6,553.18
75200 · MEALS & ENTERTAINMENT	
75201 · 0 MEALS & ENTERTAINMENT	487.60
75202 · 50 MEALS & ENTERTAINMENT	687.67
75203 · 100 MEALS & ENTERTAINMENT	275.19
75200 · MEALS & ENTERTAINMENT - Other	70.47
Total 75200 · MEALS & ENTERTAINMENT	1,520.93
75250 · EMPLOYEE APPRECIATION	2,679.00
75300 · TRAVEL & LODGING	1,126.29
75900 · SAFETY & MEDICAL	16,940.48
76001 · OFFICES SUPPLIES	17,235.32
76002 · OFFICE CLEANING / MAINTENANCE	3,851.48
76004 · OFFICE TECHNOLOGY / SOFTWARE	24,982.61
76006 · COPIERS / PRINTERS	939.42
76007 · SMALL TOOLS	1,150.60
76100 · POSTAGE	6.90
76200 · COMMUNICATIONS	
76202 · CELLULAR PHONES	7,702.82
Total 76200 · COMMUNICATIONS	7,702.82
76400 · MARKETING	426.89
76600 · DUES, SUBSCRIPTION & FEES	
72500 · BANK SERVICE FEE	2,910.27
72700 · CREDIT CARD PROCESSING FEES	103.48
76600 · DUES, SUBSCRIPTION & FEES - Other	5,578.35
Total 76600 · DUES, SUBSCRIPTION & FEES	8,592.10

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Accrual Basis

McDONALD SERVICES, LLC
Profit & Loss
 January through September 2020

	Jan - Sep 20
76800 · SERVICES - PROFESSIONAL	
76802 · ACCOUNTING SERVICE	7,900.96
76805 · OTHER SERVICE	38,301.82
76806 · TECHNOLOGY SERVICES	2,213.52
Total 76800 · SERVICES - PROFESSIONAL	48,416.30
77300 · WASTE DISPOSAL	636.41
77399 · MISCELLANEOUS	-537.84
79990 · ALLOCATED CORP OH	
79991 · ALLOCATED CORP OH - LOGISTICS	0.00
79992 · ALLOCATED CORP OH - PM	0.00
Total 79990 · ALLOCATED CORP OH	0.00
Total Expense	528,374.46
Net Ordinary Income	400,175.93
Other Income/Expense	
Other Income	
80500 · MISCELLANEOUS INCOME	10,087.36
Total Other Income	10,087.36
Other Expense	
72600 · BAD DEBTS	1,338.16
82000 · INTEREST	
82010 · GEN & ADMIN INTEREST	642.69
82020 · LOG INTEREST	
820201 · OTR/TRAILER INTEREST	24,439.55
820203 · WAREHOUSE INTEREST	5,365.08
Total 82020 · LOG INTEREST	29,804.63
82030 · PPTY MGMT INTEREST	3,700.88
Total 82000 · INTEREST	34,148.20
83000 · DEPRECIATION & AMORTIZATION	
83010 · PPTY MGMT DEPRECIATION	83,471.25
83020 · LOG DEPRECIATION	
830201 · OTR/TRAILER DEPRECIATION	117,055.89
830202 · SPOTTER DEPRECIATION	24,063.77
830203 · WAREHOUSE DEPRECIATION	46,712.02
Total 83020 · LOG DEPRECIATION	187,831.68
83030 · 83030 - SHOP DEPRECIATION	1,602.43
83000 · DEPRECIATION & AMORTIZATION - Other	5,096.52
Total 83000 · DEPRECIATION & AMORTIZATION	278,001.88
Total Other Expense	313,488.24
Net Other Income	-303,400.88
Net Income	96,775.05

29646 McDonald Lumber Company, Inc.

09/17/2020 9:56 AM

Book Asset Detail 1/01/20 - 12/31/20

FYE: 12/31/2020

Asset	Property Description	Date In Service	Book Cost	Book Sec 179 Exp	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period
Group: FURNITURE & FIXTURES											
454	APPLE I PAD AIR 2 WIFI 64 GB	2/25/15	632.99	0.00	0.00	596.53	36.46	632.99	0.00	200DB	5.0
	FURNITURE & FIXTURES		632.99	0.00	0.00	596.53	36.46	632.99	0.00		

Group: HEAVY EQUIPMENT

92	(He) MARK WILIFT #110	9/16/92	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00	200DB	5.0
94	(He) Cement Striker	9/16/92	1,999.88	0.00	0.00	1,999.88	0.00	1,999.88	0.00	200DB	5.0
95	Wabco Grader #123	9/15/95	6,857.50	0.00	0.00	6,857.50	0.00	6,857.50	0.00	200DB	5.0
100	Lull Forklift #129	12/12/04	75,960.00	19,715.67	0.00	75,960.00	0.00	75,960.00	0.00	200DB	7.0
103	Rsc Scissors Lift	10/27/06	8,440.00	2,227.24	0.00	8,440.00	0.00	8,440.00	0.00	200DB	7.0
104	Wilkey - Skid Steer Equip	11/02/06	1,100.00	1,100.00	0.00	1,100.00	0.00	1,100.00	0.00	200DB	7.0
107	Total Relocation 95 lhc Tractor #42	7/03/08	3,500.00	3,500.00	0.00	3,500.00	0.00	3,500.00	0.00	200DB	5.0
108	1995 Ford Dump Truck #41	8/27/08	10,464.00	10,464.00	0.00	10,464.00	0.00	10,464.00	0.00	200DB	5.0
109	Genie S65 Lift #147	12/08/11	28,326.75	0.00	0.00	28,326.75	0.00	28,326.75	0.00	200DB	7.0
110	Fabco Cat Skidsteer #151	3/13/12	27,535.50	0.00	0.00	27,535.50	0.00	27,535.50	0.00	200DB	7.0
267	D330 Dump Truck #104	10/01/97	14,700.00	0.00	0.00	14,700.00	0.00	14,700.00	0.00	200DB	5.0
268	J.D. 850 Overhaul #105	5/31/01	25,586.85	0.00	0.00	24,675.54	0.00	24,675.54	911.31	200DB	5.0
269	Unit #124 Cat 330L Backhoe	6/15/01	86,900.00	0.00	0.00	86,900.00	0.00	86,900.00	0.00	200DB	5.0
270	950 Cat Loader #125	1/01/02	115,000.00	0.00	0.00	115,000.00	0.00	115,000.00	0.00	200DB	7.0
271	Skid Steer Accessories	12/24/03	13,208.59	0.00	0.00	13,208.59	0.00	13,208.59	0.00	200DB	7.0
322	Fleet #53 1992 GMC Plow/Dump Truc	6/12/12	9,055.86	0.00	0.00	9,055.86	0.00	9,055.86	0.00	200DB	7.0
323	Fleet #57 1998 International Plow	10/16/12	29,054.70	0.00	0.00	29,054.70	0.00	29,054.70	0.00	200DB	7.0
346	INGERSOLL RAND 185 TOWABLE AIR C	12/10/13	4,972.28	0.00	0.00	4,750.40	221.88	4,972.28	0.00	200DB	7.0
354	#156 2007 KUBOTA TRACTOR	12/09/13	20,000.00	0.00	0.00	20,000.00	0.00	20,000.00	0.00	200DB	5.0
355	#195 1999 YALE FORKLIFT	4/29/13	8,967.50	0.00	0.00	8,567.33	400.17	8,967.50	0.00	200DB	7.0
388	HYSTERLIFT FORKLIFT #162 - S50E	9/24/14	500.00	0.00	0.00	433.06	44.63	477.69	22.31	200DB	7.0
588	SKIDSTEER	9/25/17	27,669.60	0.00	0.00	19,700.75	3,187.54	22,888.29	4,781.31	200DB	5.0
642	7,000 TURN-A-LOAD BALE CLAMP	3/31/19	22,504.21	0.00	0.00	2,411.17	3,214.89	5,626.06	16,878.15	S/L	7.00
643	6500 LB CUSHION FORKLIFT SIDE SHIF	4/01/19	32,660.69	0.00	0.00	3,499.36	4,665.81	8,165.17	24,495.52	S/L	7.00
644	CASCADE SINGLE DOUBLE-CLAMP	4/25/19	4,170.43	0.00	0.00	397.18	595.78	992.96	3,177.47	S/L	7.00
645	NEW LAWN EQUIPMENT TRAILER	7/10/19	9,617.69	0.00	0.00	961.77	1,923.54	2,885.31	6,732.38	S/L	5.00
646	PROPERTY MANAGEMENT DUMP TRU	7/17/19	62,766.35	0.00	0.00	5,230.53	12,553.27	17,783.80	44,982.55	S/L	5.00
647	CARTON CLAMP	7/29/19	16,211.13	0.00	0.00	964.95	2,315.88	3,280.83	12,930.30	S/L	7.00
648	POST POUNDER	8/23/19	3,945.00	0.00	0.00	187.86	563.57	751.43	3,193.57	S/L	7.00

649	200 GALLON SKIP SPRAYER	8/23/19	3,097.49	0.00	0.00	147.50	442.50	590.00	2,507.49 S/L	7.00
708	2010 Navistar Tractor Vin #1HSHXAHI	1/22/20	15,000.00	0.00 c	0.00	0.00	2,750.00	2,750.00	12,250.00 S/L	5.00
709	Used Transfer Carriage and Parts for L	4/09/20	11,126.36	0.00 c	0.00	0.00	1,192.11	1,192.11	9,934.25 S/L	7.00
710	2011 Ford F-350 Flatbed Truck	5/19/20	15,000.00	0.00 c	0.00	0.00	1,750.00	1,750.00	13,250.00 S/L	5.00
711	2015 Autocar Xspotter 516H4GB24FG	7/31/20	26,979.97	0.00 c	0.00	0.00	2,248.33	2,248.33	24,731.64 S/L	5.00
712	2018 Autocar Xspotter 516H4GFD5D5	7/31/20	60,475.34	0.00 c	0.00	0.00	5,039.61	5,039.61	55,435.73 S/L	5.00
713	2019 Autocar Actt42 516H4GFD8KH2	7/31/20	70,472.50	0.00 c	0.00	0.00	5,872.71	5,872.71	64,599.79 S/L	5.00
714	2019 Autocar Actt46 516H6GFD1LH2	7/31/20	97,523.09	0.00 c	0.00	0.00	8,126.92	8,126.92	89,396.17 S/L	5.00
715	2020 Autocar Actt46 516H6GFD6LH2	7/31/20	104,644.40	0.00 c	0.00	0.00	8,720.37	8,720.37	95,924.03 S/L	5.00
716	2020 Autocar Actt46 516H6GFD8LH2	7/31/20	104,544.27	0.00 c	0.00	0.00	8,712.02	8,712.02	95,832.25 S/L	5.00
717	2020 Autocar Actt46 516H6GFDXLH2	7/31/20	104,344.01	0.00 c	0.00	0.00	8,695.33	8,695.33	95,648.68 S/L	5.00
718	RR142 2015 Autocar Spotter - New Tr	8/31/20	10,683.44	0.00 c	0.00	0.00	712.23	712.23	9,971.21 S/L	5.00
HEAVY EQUIPMENT			1,305,565.38	0.00 c	0.00	534,030.18	83,949.09	617,979.27	687,586.11	

Group: LEASEHOLD IMPROVEMENTS

557	OFFICE REMODEL	5/27/16	13,910.03	0.00	0.00	1,292.93	356.67	1,649.60	12,260.43 S/L	39.0
614	PALLET RACKING BCS INTERNATIONAL	7/15/18	8,967.50	0.00	0.00	3,477.19	1,568.66	5,045.85	3,921.65 200DB	7.0
615	DOCK LOCKS OVERHAU AT SERVICES F	12/15/18	13,470.00	0.00	0.00	5,223.06	2,356.27	7,579.33	5,890.67 200DB	7.0
616	REPAIR ALGOMA PROPERTY	12/31/18	7,285.56	0.00	0.00	2,825.01	1,274.44	4,099.45	3,186.11 200DB	7.0
LEASEHOLD IMPROVEMENTS			43,633.09	0.00 c	0.00	12,818.19	5,556.04	18,374.23	25,258.86	

Group: Licensed Vehicles

707	2007 Chevrolet C7500 VIN#1GBJ7C13	5/19/20	10,000.00	0.00 c	0.00	0.00	1,166.67	1,166.67	8,833.33 S/L	5.00
Licensed Vehicles			10,000.00	0.00 c	0.00	0.00	1,166.67	1,166.67	8,833.33	

Group: Machinery & Equipment

203	Miller Grapppler Back Hoe Attachment	6/17/97	10,290.00	10,290.00	0.00	10,290.00	0.00	10,290.00	0.00 200DB	5.0
204	Jd 850 Dozer #105	5/09/98	22,532.60	0.00	0.00	22,532.60	0.00	22,532.60	0.00 200DB	5.0
206	Cochrane - Compressor	4/27/00	2,740.70	2,740.70	0.00	2,740.70	0.00	2,740.70	0.00 200DB	7.0
207	Praxair - Plasma Cutter	5/02/00	2,821.35	2,121.35	0.00	2,821.35	0.00	2,821.35	0.00 200DB	7.0
208	Hydroclean Pressure Washer	2/26/02	3,587.00	0.00	0.00	3,587.00	0.00	3,587.00	0.00 200DB	7.0
209	Gas Trimmer	9/17/03	816.58	816.58	0.00	816.58	0.00	816.58	0.00 200DB	7.0
211	Harley Rack - Skid Steer Attachment	9/29/05	3,397.10	3,397.10	0.00	3,397.10	0.00	3,397.10	0.00 200DB	7.0
216	Concrete Saw	1/03/07	2,231.33	2,231.33	0.00	2,231.33	0.00	2,231.33	0.00 200DB	7.0
217	Tree Spade skid steer attachment	8/02/07	3,000.00	3,000.00	0.00	3,000.00	0.00	3,000.00	0.00 200DB	7.0
218	Millermatic wirefeed welder	10/30/07	3,096.43	726.71	0.00	3,096.43	0.00	3,096.43	0.00 200DB	7.0
219	Millermatic Wirefeed Welder	3/17/08	2,257.58	2,257.58	0.00	2,257.58	0.00	2,257.58	0.00 200DB	7.0
220	Rsc Equipment Star Model 1370	4/02/08	1,119.70	1,119.70	0.00	1,119.70	0.00	1,119.70	0.00 200DB	7.0
222	Llincoln Compactor/Tamper	5/29/09	3,692.50	3,692.50	0.00	3,692.50	0.00	3,692.50	0.00 200DB	7.0
223	Badger Trailer 2010 Ut8314 Load	4/26/10	3,171.33	3,171.33	0.00	3,171.33	0.00	3,171.33	0.00 200DB	7.0
224	Cat Mini Excavator #144	3/23/11	29,000.00	0.00	0.00	29,000.00	0.00	29,000.00	0.00 200DB	7.0

226	2 Trailers #149 & #150	12/28/11	4,400.00	0.00	0.00	4,400.00	0.00	4,400.00	0.00	200DB	5.0
227	Skid Steer Plow attachment	12/30/11	2,743.00	0.00	0.00	2,743.00	0.00	2,743.00	0.00	200DB	7.0
228	John Deere #148 Lawnmower	12/30/11	6,330.00	0.00	0.00	6,330.00	0.00	6,330.00	0.00	200DB	7.0
315	Tomcat 2500 Floor Scrubber	4/11/12	2,757.37	0.00	0.00	2,757.37	0.00	2,757.37	0.00	200DB	5.0
316	Skeleton Bucket Skidsteer Attachment	5/10/12	3,099.00	0.00	0.00	3,099.00	0.00	3,099.00	0.00	200DB	5.0
317	Trailer #155 semi trailer	10/26/12	1,750.00	0.00	0.00	1,750.00	0.00	1,750.00	0.00	200DB	5.0
338	DELL INSPIRON COMPUTER (JOE) #M1	1/23/13	348.14	0.00	0.00	348.14	0.00	348.14	0.00	200DB	5.0
340	I PAD - MARK - #M1027	8/15/13	388.24	0.00	0.00	388.24	0.00	388.24	0.00	200DB	5.0
341	GATEWAY SX2110 UB25 COMPUTER (	8/25/13	274.29	0.00	0.00	274.29	0.00	274.29	0.00	200DB	5.0
342	APPLE IPAD - WILLY - #M1029	11/08/13	339.93	0.00	0.00	339.93	0.00	339.93	0.00	200DB	5.0
347	#154 - 2013 ROYAL CARGO TRAILER	4/23/13	3,900.50	0.00	0.00	3,900.50	0.00	3,900.50	0.00	200DB	5.0
348	#M1004 WESTWARD HYDRAULIC FLOI	8/22/13	749.19	0.00	0.00	715.76	33.43	749.19	0.00	200DB	7.0
349	#M1007 TORGE WRANCH 3/4 DR	8/22/13	934.60	0.00	0.00	892.89	41.71	934.60	0.00	200DB	7.0
356	SNOW PLOW 8 1/2' INSTALL ON #49 F	12/24/13	6,631.46	0.00	0.00	6,335.54	295.92	6,631.46	0.00	200DB	7.0
357	SPREADER - 1.0 CU YD INSTALL ON #4	12/24/13	5,564.07	0.00	0.00	5,315.78	248.29	5,564.07	0.00	200DB	7.0
366	IPAD - JOE	8/27/13	567.59	0.00	0.00	567.59	0.00	567.59	0.00	200DB	5.0
367	IPAD	5/04/13	727.92	0.00	0.00	727.92	0.00	727.92	0.00	200DB	5.0
369	LAPTOP	12/25/13	246.74	0.00	0.00	246.74	0.00	246.74	0.00	200DB	5.0
380	(2) WELDING MASKS	2/05/14	3,121.69	0.00	0.00	2,703.78	278.61	2,982.39	139.30	200DB	7.0
381	BLACKTOP CRACK CLEANING MACHIN	7/16/14	1,281.72	0.00	0.00	1,110.13	114.39	1,224.52	57.20	200DB	7.0
382	BLACKTOP TAR KETTLE SYSTEM	7/16/14	2,486.90	0.00	0.00	2,153.97	221.95	2,375.92	110.98	200DB	7.0
383	STRAWBLOWER	8/12/14	1,200.00	0.00	0.00	1,039.36	107.09	1,146.45	53.55	200DB	7.0
384	DOCK PLATE PORTABLE	9/24/14	1,711.84	0.00	0.00	1,482.68	152.77	1,635.45	76.39	200DB	7.0
387	2008 CAT FORKLIFT #161 MODEL GC4	10/09/14	15,825.00	0.00	0.00	13,706.46	1,412.36	15,118.82	706.18	200DB	7.0
391	CODY'S IPAD	8/05/14	521.99	0.00	0.00	521.99	0.00	521.99	0.00	200DB	5.0
392	PRINTER/COPER/WILLY	9/05/14	555.52	0.00	0.00	555.52	0.00	555.52	0.00	200DB	5.0
412	BACKUP GENERATOR FOR SOUTH BAY	12/17/14	1,053.95	0.00	0.00	912.85	94.07	1,006.92	47.03	200DB	7.0
424	CAT FORKLIFT WITH FORKS	3/23/15	3,900.00	0.00	0.00	3,675.36	224.64	3,900.00	0.00	200DB	5.0
425	BOX CLAMP	3/23/15	1,000.00	0.00	0.00	942.40	57.60	1,000.00	0.00	200DB	5.0
426	1991 HYSTER FORKLIFT WITH FORKS	3/23/15	3,900.00	0.00	0.00	3,675.36	224.64	3,900.00	0.00	200DB	5.0
427	BOX CLAMP	3/23/15	1,000.00	0.00	0.00	942.40	57.60	1,000.00	0.00	200DB	5.0
428	1992 CAT GC25 FORKLIFT WITH FORK	3/23/15	6,500.00	0.00	0.00	6,125.60	374.40	6,500.00	0.00	200DB	5.0
429	CAT GC25 FORKLIFT	3/23/15	6,500.00	0.00	0.00	6,125.60	374.40	6,500.00	0.00	200DB	5.0
430	CAT GV30 FORKLIFT WITH BOX CLAMP	3/23/15	4,000.00	0.00	0.00	3,769.60	230.40	4,000.00	0.00	200DB	5.0
431	BOX CLAMP	3/23/15	3,500.00	0.00	0.00	3,298.40	201.60	3,500.00	0.00	200DB	5.0
432	CAT GC40 FROKLIIFT WITH ROLL CLAM	3/23/15	5,500.00	0.00	0.00	5,183.20	316.80	5,500.00	0.00	200DB	5.0
433	ROLL CLAMP 66G (C14)	3/23/15	5,500.00	0.00	0.00	5,183.20	316.80	5,500.00	0.00	200DB	5.0
434	CAT GC30 FORKLIFT WITH FORK	3/23/15	5,500.00	0.00	0.00	5,183.20	316.80	5,500.00	0.00	200DB	5.0
435	CAT GC30 FROKLIIFT WITH BOX CLAMP	3/23/15	8,900.00	0.00	0.00	8,387.36	512.64	8,900.00	0.00	200DB	5.0
436	2008 CAT GC40 FORKLIFT WITH ROLL	3/23/15	13,000.00	0.00	0.00	12,251.20	748.80	13,000.00	0.00	200DB	5.0
437	HYSTER S60XM FORKLIFT WITH ROLL	3/23/15	7,995.00	0.00	0.00	7,534.49	460.51	7,995.00	0.00	200DB	5.0
438	ROLL CLAMP (C19)	3/23/15	3,500.00	0.00	0.00	3,298.40	201.60	3,500.00	0.00	200DB	5.0
439	ROLL CLAMP (C20)	3/23/15	3,500.00	0.00	0.00	3,298.40	201.60	3,500.00	0.00	200DB	5.0
440	2005 SKYJACK LIFT	3/23/15	4,500.00	0.00	0.00	4,240.80	259.20	4,500.00	0.00	200DB	5.0
441	2006 JOHN DEER MOWER	3/23/15	2,300.00	0.00	0.00	2,167.52	132.48	2,300.00	0.00	200DB	5.0

442	6000# FLOOR SCALE WITH INDICATOR	3/23/15	2,000.00	0.00	0.00	1,884.80	115.20	2,000.00	0.00	200DB	5.0
443	ROLL GRAB CLAMP	3/23/15	1,500.00	0.00	0.00	1,413.60	86.40	1,500.00	0.00	200DB	5.0
444	CARTON CLAMP	3/23/15	500.00	0.00	0.00	471.20	28.80	500.00	0.00	200DB	5.0
445	SLIP SHEETER CLAMP	3/23/15	500.00	0.00	0.00	471.20	28.80	500.00	0.00	200DB	5.0
446	HYSTER S50E FORKLIFT	11/04/15	500.00	0.00	0.00	471.20	28.80	500.00	0.00	200DB	5.0
453	(3) MOTOROLA CAORDLESS LINEAR IN	3/18/15	1,530.00	0.00	0.00	1,441.87	88.13	1,530.00	0.00	200DB	5.0
458	2005 JLG BOOMLIFT M ODEL 400S	1/15/15	26,365.51	0.00	0.00	24,846.86	1,518.65	26,365.51	0.00	200DB	5.0
459	ELECTRIC CHAIN HOIST 2000 LB 15 FT	2/04/15	3,013.30	0.00	0.00	2,340.97	268.93	2,609.90	403.40	200DB	7.0
460	CUT AND BREAK SAW K760II 9' GAS	4/15/15	1,317.17	0.00	0.00	1,023.28	117.56	1,140.84	176.33	200DB	7.0
461	BIG TEX TRAILER	5/19/15	6,299.75	0.00	0.00	5,936.88	362.87	6,299.75	0.00	200DB	5.0
462	25 HP SULLAIR AIR COMPRESSOR	9/16/15	5,349.19	0.00	0.00	4,155.68	477.40	4,633.08	716.11	200DB	7.0
463	MIG WELDER - MILLERMATC 211 MVF	1/29/15	1,216.95	0.00	0.00	945.42	108.61	1,054.03	162.92	200DB	7.0
464	SCALE FOR PRODUCT HANDLING	3/05/15	1,250.00	0.00	0.00	971.10	111.56	1,082.66	167.34	200DB	7.0
480	6 RADIOS CONTROL STATION AND AN	5/29/15	4,930.00	0.00	0.00	4,646.03	283.97	4,930.00	0.00	200DB	5.0
481	8 RADIOS, POWER SUPPLY CONTROL S	7/29/15	6,561.37	0.00	0.00	6,183.43	377.94	6,561.37	0.00	200DB	5.0
482	2 RADIOS AND ONE EXTRA BATTERY	8/12/15	1,390.49	0.00	0.00	1,310.40	80.09	1,390.49	0.00	200DB	5.0
483	1 RADIO	10/01/15	628.95	0.00	0.00	592.72	36.23	628.95	0.00	200DB	5.0
517	3 RADIOS	11/24/15	1,886.85	0.00	0.00	1,778.17	108.68	1,886.85	0.00	200DB	5.0
537	MOTOR FOR FLEET #141 (JOHN BOAT	4/20/16	2,525.26	0.00	0.00	2,088.89	290.91	2,379.80	145.46	200DB	5.0
538	FROM COMBO STRAPPING TOOL	4/21/16	3,158.49	0.00	0.00	2,171.88	281.89	2,453.77	704.72	200DB	7.0
585	ULINE PO#42199	3/14/17	3,170.49	0.00	0.00	1,783.98	396.15	2,180.13	990.36	200DB	7.0
586	5,000 LB LIFT FOR KI	7/06/17	15,960.00	0.00	0.00	8,980.41	1,994.17	10,974.58	4,985.42	200DB	7.0
589	TASKALFA 306CI COPIER/PRINTER	2/21/17	4,194.75	0.00	0.00	2,986.66	483.24	3,469.90	724.85	200DB	5.0
608	TOTOTA FORKLIFT FGCU30	9/01/18	10,009.02	0.00	0.00	5,204.69	1,921.73	7,126.42	2,882.60	200DB	5.0
609	5,000 TURN--LOAD CLAMP	10/01/18	15,554.92	0.00	0.00	8,088.56	2,986.54	11,075.10	4,479.82	200DB	5.0
612	TRACTOR TRAILERS	6/01/18	3,310.87	0.00	0.00	1,721.65	635.69	2,357.34	953.53	200DB	5.0
618	LARGE MEDIA PLOTTER/SCANNER	6/27/19	6,500.00	0.00	0.00	650.00	1,300.00	1,950.00	4,550.00	S/L	5.00
670	CONGER FORKLIFT 8FGCU30	1/01/19	33,611.01	0.00	0.00	6,722.20	6,722.20	13,444.40	20,166.61	S/L	5.00
671	CONGER FORKLIFT 8FGC35U	7/12/19	51,183.33	0.00	0.00	5,118.33	10,236.67	15,355.00	35,828.33	S/L	5.00
672	Wrapper for Services Plus	5/28/19	6,609.58	0.00	0.00	550.80	944.23	1,495.03	5,114.55	S/L	7.00
673	FORKLIFT #1 (LESS \$7,000 - \$2,000 REI	6/27/19	5,000.00	0.00	0.00	500.00	1,000.00	1,500.00	3,500.00	S/L	5.00
674	FORKLIFT #2 FROM DML EQUIPMEN	6/27/19	5,000.00	0.00	0.00	500.00	1,000.00	1,500.00	3,500.00	S/L	5.00
675	BOSS PLOW AND MOUNT FOR 2012 G	6/27/19	3,800.00	0.00	0.00	380.00	760.00	1,140.00	2,660.00	S/L	5.00
676	1996 CASE TRACTOR W/ LOADER AND	6/27/19	9,800.00	0.00	0.00	980.00	1,960.00	2,940.00	6,860.00	S/L	5.00
677	2005 JD 325 SKID STEER, 84" BUCKET '	6/27/19	24,000.00	0.00	0.00	2,400.00	4,800.00	7,200.00	16,800.00	S/L	5.00
678	2005 JD ACCESORIES AND ATTACHEM	6/27/19	6,200.00	0.00	0.00	620.00	1,240.00	1,860.00	4,340.00	S/L	5.00
679	2019 SCAG MOWER 61" W/ BAGGER /	6/27/19	12,000.00	0.00	0.00	857.14	1,714.29	2,571.43	9,428.57	S/L	7.00
680	12' TANDEM DUMP TRAILER VIN #5LE	6/27/19	5,000.00	0.00	0.00	500.00	1,000.00	1,500.00	3,500.00	S/L	5.00
681	BRICK SAW WITH BLADE VIN #001263	7/01/19	4,000.00	0.00	0.00	400.00	800.00	1,200.00	2,800.00	S/L	5.00
682	NEW G3 WORK BOAT	8/27/19	7,653.90	0.00	0.00	510.26	1,530.78	2,041.04	5,612.86	S/L	5.00
683	2017 CONGER/TOYOTA FORKLIFT CAP	11/14/19	29,256.00	0.00	0.00	975.20	5,851.20	6,826.40	22,429.60	S/L	5.00
684	HOPPER SPREADER - 3 SALT DOGG UN	11/14/19	19,604.78	0.00	0.00	466.78	2,800.68	3,267.46	16,337.32	S/L	7.00
685	CATERPILLAR 289D SKID STEER SN#TA	12/02/19	42,000.00	0.00	0.00	700.00	8,400.00	9,100.00	32,900.00	S/L	5.00
688	2019 14X7 TRAILER VIN #CJAL3K80X1+	6/27/19	3,000.00	0.00	0.00	300.00	600.00	900.00	2,100.00	S/L	5.00
697	Factory Cat Mag-HD 29C Floor Scrubb	1/02/20	10,280.34	0.00	0.00	0.00	1,468.62	1,468.62	8,811.72	S/L	7.00

698	8TJ - Hopper Spreader Dispute	1/31/20	4,699.63	0.00 c	0.00	0.00	615.43	615.43	4,084.20 S/L	7.00
699	Power Washer for Shop	3/31/20	14,060.25	0.00 c	0.00	0.00	1,506.46	1,506.46	12,553.79 S/L	7.00
700	New Freon Recovery Machine	5/01/20	4,059.72	0.00 c	0.00	0.00	386.64	386.64	3,673.08 S/L	7.00
701	Tennant Floor Scrubber	5/06/20	3,000.00	0.00 c	0.00	0.00	400.00	400.00	2,600.00 S/L	5.00
702	New Landscape Rake Serial #9E8R002	6/02/20	7,495.00	0.00 c	0.00	0.00	874.42	874.42	6,620.58 S/L	5.00
703	Mount, Cabinet, Saw and Die to make	6/03/20	2,836.74	0.00 c	0.00	0.00	330.95	330.95	2,505.79 S/L	5.00
704	2016 Toyota Powered Lift 8FGC55U	7/01/20	49,580.00	0.00 c	0.00	0.00	3,541.43	3,541.43	46,038.57 S/L	7.00
705	2015 Toyota Powered Lift 8FGCU25	7/01/20	25,802.00	0.00 c	0.00	0.00	1,843.00	1,843.00	23,959.00 S/L	7.00
706	1987 John Deere Grader 670A #06434	8/17/20	16,500.00	0.00 c	0.00	0.00	785.71	785.71	15,714.29 S/L	7.00
Machinery & Equipment			790,915.46	0.00 c	0.00	361,398.36	85,844.75	447,243.11	343,672.35	

Group: VEHICLES AND AIRPLANE

285	Lowboy Trailer	9/20/99	6,854.46	0.00	0.00	6,854.46	0.00	6,854.46	0.00 200DB	5.0
294	1999 Dodge Truck - J Kispert #32	5/21/03	8,000.00	8,000.00	0.00	8,000.00	0.00	8,000.00	0.00 200DB	5.0
300	2003 Chev Van #36	11/23/05	17,072.08	0.00	0.00	17,072.08	0.00	17,072.08	0.00 200DB	5.0
301	1999 Ford Pick-Up #38	11/22/06	6,937.00	0.00	0.00	6,937.00	0.00	6,937.00	0.00 200DB	5.0
303	Use Truck - Willie #40	12/14/07	1,800.00	0.00	0.00	1,800.00	0.00	1,800.00	0.00 200DB	5.0
305	1995 IHC Step Van #44	5/09/09	4,755.09	4,755.09	0.00	4,755.09	0.00	4,755.09	0.00 200DB	5.0
306	Haz Mat Spill Trailer #136	6/01/09	2,100.00	2,100.00	0.00	2,100.00	0.00	2,100.00	0.00 200DB	5.0
307	99 Chev 3500 Crew Cab #46	6/30/09	5,744.48	5,744.48	0.00	5,744.48	0.00	5,744.48	0.00 200DB	5.0
308	2003 Ford F150 #48	11/18/11	5,400.00	0.00	0.00	5,400.00	0.00	5,400.00	0.00 200DB	5.0
309	2003 F250 Truck #49	11/18/11	7,700.00	0.00	0.00	7,700.00	0.00	7,700.00	0.00 200DB	5.0
310	2004 Chev Siverado #50	11/18/11	5,826.00	0.00	0.00	5,826.00	0.00	5,826.00	0.00 200DB	5.0
311	2002 Ford Supercab #51	11/18/11	6,431.00	0.00	0.00	6,431.00	0.00	6,431.00	0.00 200DB	5.0
318	2010 Cheverolet Express #52	3/20/12	20,495.00	0.00	0.00	20,495.00	0.00	20,495.00	0.00 200DB	5.0
319	Fleet #54 - 2003 Ford F150	6/18/12	5,266.00	0.00	0.00	5,266.00	0.00	5,266.00	0.00 200DB	5.0
320	Fleet #56 - 2003 Ford F150	6/18/12	5,450.00	0.00	0.00	5,450.00	0.00	5,450.00	0.00 200DB	5.0
321	Fleet #55 - 2003 Ford F150	6/22/12	5,526.00	0.00	0.00	5,526.00	0.00	5,526.00	0.00 200DB	5.0
385	2014 LOAD TRAIL TRAILER	3/03/14	3,546.83	0.00	0.00	3,546.83	0.00	3,546.83	0.00 200DB	5.0
386	1994 FREIGHTLINER SEMI TRACTOR #:	5/03/14	19,287.90	0.00	0.00	19,287.90	0.00	19,287.90	0.00 200DB	5.0
419	2009 FEIGHTLINER SEMI	3/23/15	54,000.00	0.00	0.00	50,889.60	3,110.40	54,000.00	0.00 200DB	5.0
420	2006 CHEVY PICKUP	3/23/15	10,000.00	0.00	0.00	9,424.00	576.00	10,000.00	0.00 200DB	5.0
421	2002 WABASH 53' BOX TRAILER	3/23/15	6,950.00	0.00	0.00	6,549.68	400.32	6,950.00	0.00 200DB	5.0
422	2003 WABASH 53' BOX TRAILER	3/23/15	6,950.00	0.00	0.00	6,549.68	400.32	6,950.00	0.00 200DB	5.0
423	2008 WABASH 53' BOX TRAILER	3/23/15	18,900.00	0.00	0.00	17,811.36	1,088.64	18,900.00	0.00 200DB	5.0
447	2008 WABASH 53' BOX TRAILER	3/23/15	16,500.00	0.00	0.00	15,549.60	950.40	16,500.00	0.00 200DB	5.0
457	2012 CHEVROLET G1500 VAN	6/12/15	15,025.00	0.00	0.00	14,159.56	865.44	15,025.00	0.00 200DB	5.0
541	FUEL TRAILER	1/18/16	7,183.67	0.00	0.00	5,942.33	827.56	6,769.89	413.78 200DB	5.0
584	2009 FREIGHTLINER	9/11/17	29,670.46	0.00	0.00	21,125.37	3,418.04	24,543.41	5,127.05 200DB	5.0
587	2011 LEDWELL TRAILER	3/21/17	35,805.00	0.00	0.00	25,493.16	4,124.74	29,617.90	6,187.10 200DB	5.0
590	2008 FORD F250 SUPER DUTY	1/01/17	13,422.00	0.00	0.00	9,556.46	1,546.22	11,102.68	2,319.32 200DB	5.0
611	TRACTOR TRAILERS	6/01/18	19,580.45	0.00	0.00	10,181.83	3,759.45	13,941.28	5,639.17 200DB	5.0
613	2018 VOLVO DAYCAB	6/01/18	141,209.50	0.00	0.00	73,428.94	27,112.22	100,541.16	40,668.34 200DB	5.0
650	2019 Western Star 4700SB Day Cab	6/01/19	135,424.00	0.00	0.00	15,799.47	27,084.80	42,884.27	92,539.73 S/L	5.00

651	RIDGEWAY TRACTOR TRAILER - JLO361	1/09/19	21,829.16	0.00	0.00	7,276.39	7,276.39	14,552.78	7,276.38 S/L	3.00
652	RIDGEWAY TRACTOR TRAILER - JLO452	1/01/19	23,052.48	0.00	0.00	7,684.16	7,684.16	15,368.32	7,684.16 S/L	3.00
653	RIDGEWAY TRACTOR TRAILER - JLO452	1/01/19	20,604.02	0.00	0.00	6,868.01	6,868.01	13,736.02	6,868.00 S/L	3.00
654	RIDGEWAY TRACTOR TRAILER - JLO452	1/01/19	20,943.93	0.00	0.00	6,981.31	6,981.31	13,962.62	6,981.31 S/L	3.00
655	2012 GMC 2500 HD VIN #1GT220CG61	6/27/19	23,000.00	0.00	0.00	2,300.00	4,600.00	6,900.00	16,100.00 S/L	5.00
656	RIDGEWAY TRACTOR TRAILER - 6186	7/01/19	24,231.25	0.00	0.00	2,423.13	4,846.25	7,269.38	16,961.87 S/L	5.00
657	RIDGEWAY TRACTOR TRAILER - 6187	7/01/19	24,231.25	0.00	0.00	2,423.13	4,846.25	7,269.38	16,961.87 S/L	5.00
658	RIDGEWAY TRACTOR TRAILER - 6188	7/01/19	24,231.25	0.00	0.00	2,423.13	4,846.25	7,269.38	16,961.87 S/L	5.00
659	RIDGEWAY TRACTOR TRAILER - 6189	7/01/19	24,231.25	0.00	0.00	2,423.13	4,846.25	7,269.38	16,961.87 S/L	5.00
660	RIDGEWAY TRACTOR TRAILER - 6190	7/01/19	24,231.25	0.00	0.00	2,423.13	4,846.25	7,269.38	16,961.87 S/L	5.00
661	RIDGEWAY TRACTOR TRAILER - 6191	7/01/19	24,231.25	0.00	0.00	2,423.13	4,846.25	7,269.38	16,961.87 S/L	5.00
662	RIDGEWAY TRACTOR TRAILER - 6192	7/01/19	24,231.25	0.00	0.00	2,423.13	4,846.25	7,269.38	16,961.87 S/L	5.00
663	RIDGEWAY TRACTOR TRAILER - 6193	7/01/19	24,231.25	0.00	0.00	2,423.13	4,846.25	7,269.38	16,961.87 S/L	5.00
664	2006 CHEVY 2500HD DURAMAX W/ PI	6/27/19	14,000.00	0.00	0.00	1,400.00	2,800.00	4,200.00	9,800.00 S/L	5.00
665	Ryan G 2018 Ford F150	5/01/19	29,073.47	0.00	0.00	3,876.46	5,814.69	9,691.15	19,382.32 S/L	5.00
666	FLEET #87 2019 RAM PROMASTER 150	6/30/19	24,780.29	0.00	0.00	2,478.03	4,956.06	7,434.09	17,346.20 S/L	5.00
667	AUTOMATIC GREASER FOR WESTERN	7/01/19	3,195.00	0.00	0.00	319.50	639.00	958.50	2,236.50 S/L	5.00
668	2019 Ford F-550 Dump and Plow	9/01/19	78,874.97	0.00	0.00	5,258.33	15,774.99	21,033.32	57,841.65 S/L	5.00
669	2018 Chevy 3500HD Chassis Cab	9/01/19	62,292.62	0.00	0.00	4,152.84	12,458.52	16,611.36	45,681.26 S/L	5.00
VEHICLES AND AIRPLANE			1,164,307.86	0.00	0.00	488,632.95	189,887.68	678,520.63	485,787.23	
Grand Total			3,315,054.78	0.00	0.00	1,397,476.21	366,440.69	1,763,916.90	1,551,137.88	

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

MEETING DATE: December 15, 2020

DEPARTMENT: City Attorney

FROM: Judith Schmidt-Lehman

SUBJECT: Resolution 20-134 Authorizing Dry Fire Hydrant Agreement
Between Ahlstrom-Munksjo Nicolet LLC and the City of De Pere.

In order to enhance firefighting efforts in the city's downtown districts, the fire chief has been working to install "dry hydrants" on both the east and west banks of the Fox River. The City owns property on the east side across Front Street from Wells park that can accommodate a dry well. Ahlstrom-Munksjo has agreed to allow the City to place a dry hydrant on its property adjacent to the Fox River. The attached Agreement sets out basic terms for that to occur.

ATTACHMENTS:

- Reso20-134 (PDF)
- Dry Hydrant request Ahlstrom (PDF)
- Fire Dry Fire Hydrant Agreement (PDF)
- Exhibit A - Dry Fire Hydrant Agreement (PDF)
- Exhibit B - Dry Fire Hydrant Agreement (PDF)

RESOLUTION #20-134

AUTHORIZING DRY FIRE HYDRANT AGREEMENT BETWEEN AHLSTROM-MUNKSJO NICOLET LLC AND THE CITY OF DE PERE

WHEREAS, the City is interested in finding a location at the Fox River to install a dry fire hydrant for the purpose of drafting water in order to bolster its firefighting capabilities along the westerly bank of the Fox River adjacent to the City's downtown area; and

WHEREAS, Ahlstrom-Munksjo Nicolet LLC owns property at 200 Main Avenue, De Pere, Wisconsin (Parcel WD-365) along the westerly bank of the Fox River in City's downtown district and wishes to allow City to locate a dry fire hydrant, pursuant to the terms and conditions of the Dry Fire Hydrant Agreement Between Ahlstrom-Munksjo Nicolet LLC and the City of De Pere, attached hereto as Exhibit 1.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Mayor and City Clerk are authorized and directed to execute the Dry Fire Hydrant Agreement Between Ahlstrom-Munksjo Nicolet LLC and the City of De Pere (Exhibit 1).

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 15th day of December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Board/Committee Approval: no committee review due to time constraints

CITY OF DE PERE MEMO



To: Honorable James Boyd
Members of the Common Council

From: Alan Matzke, Fire Chief

Date: December 14, 2020

RE: Request to install dry hydrants on Ahlstrom-Munksjo property

De Pere Fire Rescue would like to respectfully request permission to install two dry hydrants near the west end of the Claude Allouez Bridge on property owned by Ahlstrom-Munksjo. This project would allow the Fire Department to supplement the water supply in the event of a large building or multi-building fire. Due to the age and construction of our downtown business district, the potential for a large fire is considerable. The ability for us to augment the City's water supply with river water is invaluable.

De Pere Fire Rescue had previously proposed the installation of two hydrants on the west side and three hydrants on the east side. DPFR secured a match grant with Wisconsin Forest Fire Protection Grant to assist with funding of this project. The city budgeted \$7,480.00 and the grant was to match the amount however we were unable to complete the project in the prescribed time frame and were forced to forfeit the grant award.

This request is not seeking any additional funding simply requesting to use the current budget to install the two hydrants on the west side and I will continue to work toward completion of the hydrants on the east side.

Thank you for your consideration. I respectfully request your support for this project. If you have any questions, please do not hesitate to ask.

DRY FIRE HYDRANT AGREEMENT BETWEEN
AHLSTROM-MUNKSJO NICOLET LLC AND THE CITY OF DE PERE

This Agreement is entered into the ____ day of _____, 2020 between Ahlstrom-Munksjo Nicolet LLC, a foreign corporation authorized to do business in the State of Wisconsin (Owner) and the City of De Pere, a Wisconsin municipal corporation (City), hereinafter “the Parties.”

WHEREAS, City is interested in finding a location at the Fox River to install a dry fire hydrant for the purpose of drafting water in order to bolster its firefighting capabilities along the westerly bank of the Fox River adjacent to the City’s downtown area; and

WHEREAS, Owner owns property at 200 Main Ave., De Pere, WI 54115, (Parcel WD-365) along the westerly bank of the Fox River in the City’s downtown district and wishes to allow City to locate a dry fire hydrant upon such property under the terms and conditions of this Agreement.

NOW THEREFORE, upon the terms and conditions herein, the Parties agree as follows:

1. Owner hereby grants City permission to install a dry fire hydrant upon its property at the location shown on the attached Exhibit A, incorporated herein by reference.
2. Such dry fire hydrant shall be constructed as described in Exhibit B, attached and incorporated by reference.
3. The dry fire hydrant shall be used only for the purpose of drafting water for firefighting purposes, including training exercises.
4. City shall keep and maintain the area around the dry fire hydrant free and clear of debris, graffiti and otherwise good condition.
5. Either party may terminate this Agreement for any reason by sending written notice thereof to the other party at the address identified below. If this Agreement is terminated, City shall promptly remove the dry fire hydrant and all appurtenances thereto in a timely manner.
6. All items placed by City shall, including signs or other postings, shall remain the property of the City and shall be removed by City upon termination of this Agreement contemporaneous with the removal of the dry fire hydrant.
7. City agrees to save and hold harmless Owner and its officers, officials, employees and agents against any and all liability claims arising from or occurring

in connection with the occupancy, use, operation or performance of work or obligations under or in connection with this Agreement, including the omissions or alleged omissions of City's officers, officials, employees or agents.

8. All notices allowed or required hereunder shall be sent via first class mail, postage pre-paid, as follows:

If to Owner: Ahlstrom-Munksjo Nicolet LLC
c/o Jennifer L. Heise
P.O. Box 600
Kaukauna, WI 54130

If to City: City Clerk
335 South Broadway Street
De Pere, WI 54115

9. This writing constitutes the entire Agreement of the Parties. Any change, addition, deletion or alteration of the terms of this Agreement shall be in writing and signed by the Parties.

Dated this _____ day of _____, 2020.

AHLSTROM-MUNKSJO NICOLET, LLC
By: _____

CITY OF DEPERE
By: _____

Signature
Print Name: _____
Title: _____

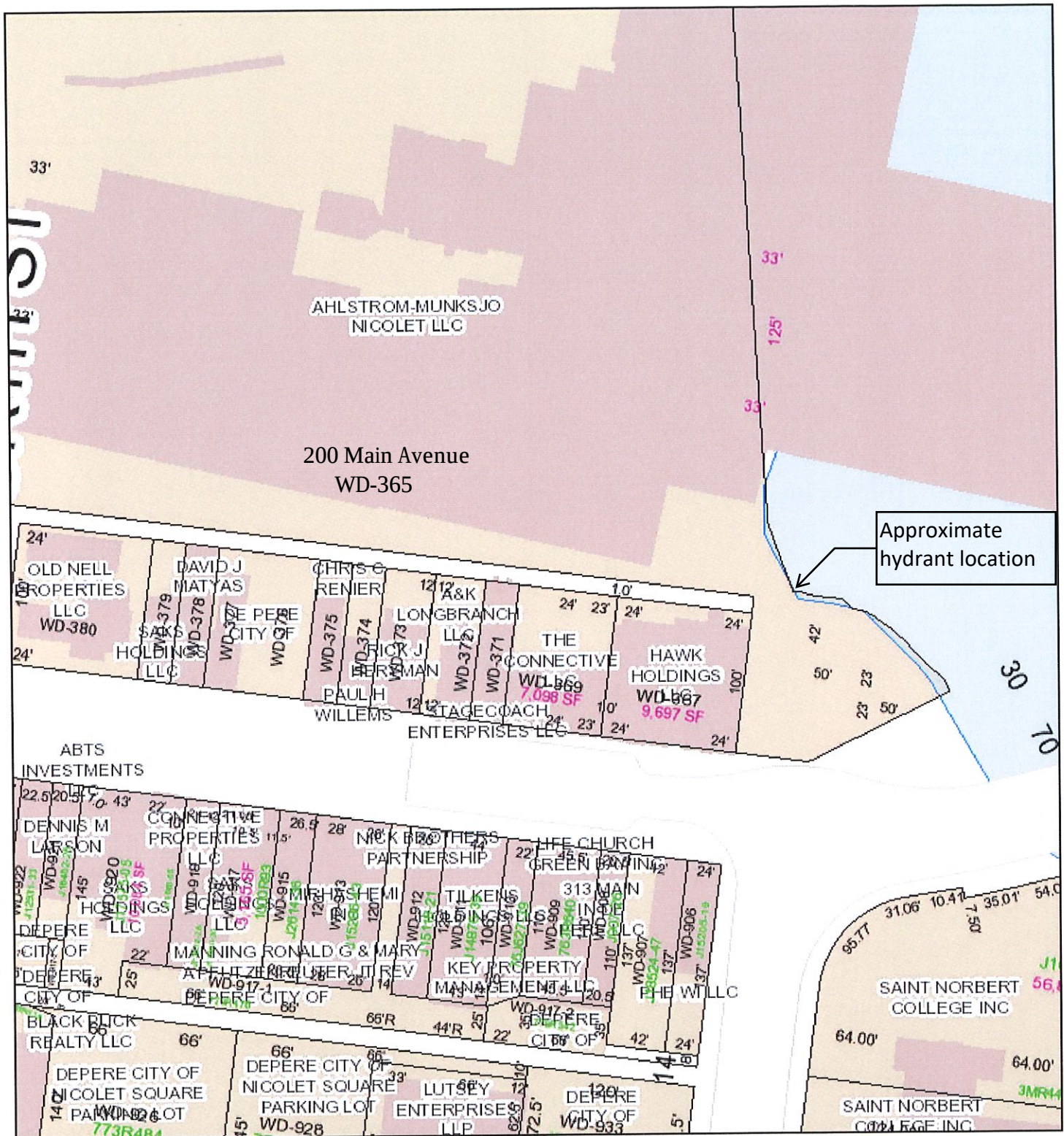
James G. Boyd, Mayor

Carey E. Danen, City Clerk

Signature
Print Name: _____
Title: _____

J:\Law\Agreements\2020\Fire Dry Fire Hydrant Agreement.docx

User Created DIME Map



7/22/2020, 7:55:55 AM

Parcel #

TaxParcelJoined

1:1,200

Exhibit A

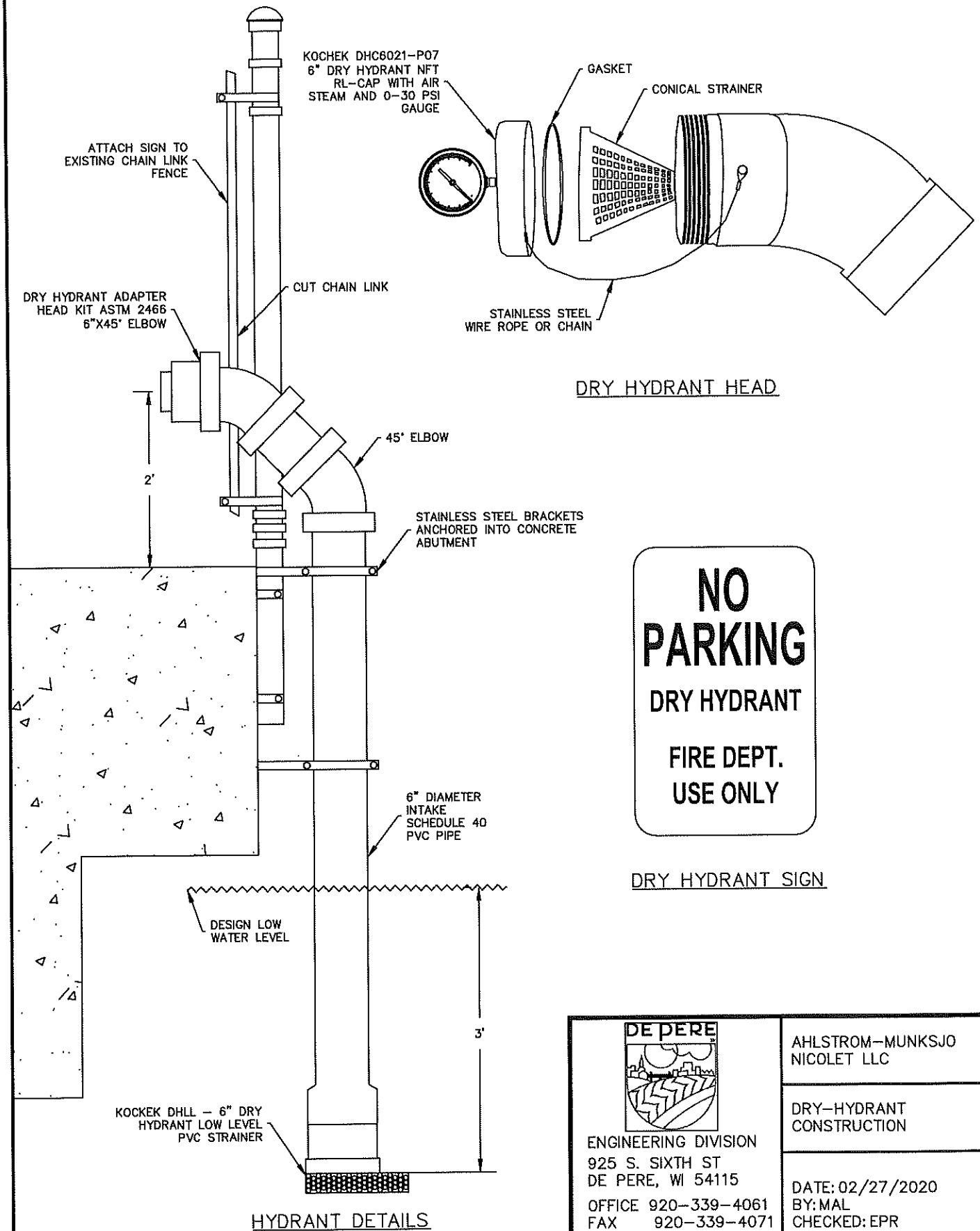
Page 1 of 2

This is a custom map created by a user of the De Pere Interactive

Packet Pg. 199

Dry hydrant at Ahlstrom-Munksjö, Approximate locations





ENGINEERING DIVISION
 925 S. SIXTH ST
 DE PERE, WI 54115
 OFFICE 920-339-4061
 FAX 920-339-4071

AHLSTROM-MUNKSJO
 NICOLET LLC

DRY-HYDRANT
 CONSTRUCTION

DATE: 02/27/2020
 BY: MAL
 CHECKED: EPR

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

MEETING DATE: December 15, 2020

DEPARTMENT: Police

FROM: Derek Beiderwieden

SUBJECT: Resolution #20-135 Accepting Brown County Crime Prevention Funding Board Grant to Police Department.

**The Finance/Personnel Committee voted unanimously at its meeting on Tuesday, December 8 to move this item forward to Council for acceptance of this grant.

The Brown County Crime Prevention Funding Board is a county board created by state legislation that collects certain funds from convicted criminals and annually distributes those funds to groups or agencies that have a crime prevention purpose or use. This year the De Pere Police Department applied to the board for the purpose of purchasing a portable speed board in the amount of \$3,246.00. As a result the Funding Board approved the application and has awarded the funds to the police department.

The speed board will be used for traffic speed control and awareness at various locations throughout the city. It has shown to be effective in the past for such purposes.

The department requests the approval of the grant and accept the funds in the amount of \$3,246.00.

Thank you for your consideration and if you have any questions please contact me at your convenience.

ATTACHMENTS:

- Reso20-135 (PDF)

RESOLUTION #20-135

ACCEPTING BROWN COUNTY CRIME PREVENTION
FUNDING BOARD GRANT TO POLICE DEPARTMENT

WHEREAS, the Brown County Crime Prevention Funding Board (the "Board") offers a grant program funded by certain fees imposed upon criminal convictions which are annually distributed to groups or agencies for the use or purpose of crime prevention; and

WHEREAS, the Police Department submitted an application to the Board for \$3,246.00 in funding for the purchase of a portable speed board; and

WHEREAS, the Board has approved the application and awarded the Police Department a grant for the full amount requested, recognizing the need to provide this important technology to law enforcement for traffic speed control and awareness throughout the City; and

WHEREAS, the Finance/Personnel Committee has reviewed this matter and recommends approval and acceptance of this generous grant.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Common Council hereby accepts the grant of \$3,246.00 from the Brown County Crime Prevention Funding Board and thanks them for their very generous support.

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 15th day of December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Committee Approval: 12/8/2020



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Voucher approval.

ATTACHMENTS:

- 12-15-2020 VOUCHERS (PDF)

12/09/2020 9:20 AM A / P CHECK REGISTER
 PACKET: 06434 DEC 2020 COUNCIL - 2 12-15-20
 VENDOR SET: 01 **** CHECK LISTING ****
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4632	ACCURATE APPRAISAL LLC I-3261	ACCURATE APPRAISAL LLC	R	12/15/2020		9,960.00CR	094059	9,960.00
5446	ACTIVE NETWORK LLC I-1000142157	ACTIVE NETWORK LLC	R	12/15/2020		208.25CR	094060	208.25
7583	ADVANCE AUTO PARTS I-6339-293656 I-6339-293795	ADVANCE AUTO PARTS ADVANCE AUTO PARTS	R R	12/15/2020 12/15/2020		12.59CR 9.79CR	094061 094061	 22.38
0302	AIRGAS USA LLC I-9107258167 I-9975257449	AIRGAS USA LLC AIRGAS USA LLC	R R	12/15/2020 12/15/2020		112.86CR 198.12CR	094062 094062	 310.98
6406	ALLIANCE CONSTRUCTION & DESIGN I-2899	ALLIANCE CONSTRUCTION & DESIGN	R	12/15/2020		96,351.00CR	094063	96,351.00
7873	AMERICAN CONSERVATION & BILLING SOLUTIONS I-11860	AMERICAN CONSERVATION & BILLIN	R	12/15/2020		1,042.00CR	094064	1,042.00
5604	AURORA BAYCARE MED CTR LLC I-RZ536	AURORA BAYCARE MED CTR LLC	R	12/15/2020		86.39CR	094065	86.39
8235	AUTOMATED COMFORT CONTROLS I-20-11 (2) FINAL	AUTOMATED COMFORT CONTROLS	R	12/15/2020		60,797.50CR	094066	60,797.50
0020	BADGERLAND PRINTING INC I-35839 I-35891	BADGERLAND PRINTING INC BADGERLAND PRINTING INC	R R	12/15/2020 12/15/2020		131.00CR 80.00CR	094067 094067	 211.00
6404	BAY AREA TESTING & CONSULTING LLC I-4427 I-4428 I-4429 I-4430	BAY AREA TESTING & CONSULTING BAY AREA TESTING & CONSULTING BAY AREA TESTING & CONSULTING BAY AREA TESTING & CONSULTING	R R R R	12/15/2020 12/15/2020 12/15/2020 12/15/2020		1,330.00CR 340.50CR 1,564.25CR 1,111.75CR	094068 094068 094068 094068	 4,346.50
0027	BAY TOWEL INC I-4053934 I-4059615 I-4061841 I-4063455 I-4069577 I-4069578 I-4071290	BAY TOWEL INC BAY TOWEL INC BAY TOWEL INC BAY TOWEL INC BAY TOWEL INC BAY TOWEL INC BAY TOWEL INC	R R R R R R R	12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020		194.71CR 117.98CR 147.73CR 117.98CR 147.73CR 95.82CR 123.23CR	094069 094069 094069 094069 094069 094069 094069	 945.18

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0025	BAYCOM INC							
	I-EQUIPINV -029810	BAYCOM INC	R	12/15/2020		2,500.00CR	094070	2,500.00
0038	BROADWAY AUTOMOTIVE INC							
	I-1017705	BROADWAY AUTOMOTIVE INC	R	12/15/2020		1,222.51CR	094071	
	I-517280P	BROADWAY AUTOMOTIVE INC	R	12/15/2020		68.60CR	094071	1,291.11
2944	BROWN COUNTY JAIL							
	I-202012081214	BROWN COUNTY JAIL	R	12/15/2020		240.00CR	094072	
	I-202012081215	BROWN COUNTY JAIL	R	12/15/2020		1,600.00CR	094072	1,840.00
0046	BROWN COUNTY PORT SOLID WASTE DEPT							
	I-45380	BROWN COUNTY PORT SOLID WASTE	R	12/15/2020		25,975.58CR	094073	25,975.58
0044	BROWN COUNTY REGISTER OF DEEDS							
	I-202012081216	BROWN COUNTY REGISTER OF DEEDS	R	12/15/2020		60.00CR	094074	60.00
0660	CALIBRE PRESS INC							
	I-83409	CALIBRE PRESS INC	R	12/15/2020		1,074.00CR	094075	1,074.00
0536	CDW GOVERNMENT INC							
	I-305952	CDW GOVERNMENT INC	R	12/15/2020		935.76CR	094076	
	I-4034424	CDW GOVERNMENT INC	R	12/15/2020		19.56CR	094076	
	I-4078657	CDW GOVERNMENT INC	R	12/15/2020		83.50CR	094076	
	I-4083760	CDW GOVERNMENT INC	R	12/15/2020		66.32CR	094076	
	I-4209151	CDW GOVERNMENT INC	R	12/15/2020		4,249.18CR	094076	
	I-4484167	CDW GOVERNMENT INC	R	12/15/2020		1,410.75CR	094076	
	I-4620913	CDW GOVERNMENT INC	R	12/15/2020		20.00CR	094076	6,785.07
6575	CEDAR CORP							
	I-105206	CEDAR CORP	R	12/15/2020		2,905.77CR	094077	
	I-105430	CEDAR CORP	R	12/15/2020		1,785.00CR	094077	4,690.77
2708	CLEANING SOLUTION SERVICES INC							
	I-20909	CLEANING SOLUTION SERVICES INC	R	12/15/2020		1,408.76CR	094078	
	I-20961	CLEANING SOLUTION SERVICES INC	R	12/15/2020		169.86CR	094078	
	I-20990	CLEANING SOLUTION SERVICES INC	R	12/15/2020		1,408.76CR	094078	
	I-20991	CLEANING SOLUTION SERVICES INC	R	12/15/2020		2,354.44CR	094078	
	I-20994	CLEANING SOLUTION SERVICES INC	R	12/15/2020		2,175.00CR	094078	7,516.82
6414	COMMUNICATIONS ENGINEERING CO							
	I-348383	COMMUNICATIONS ENGINEERING CO	R	12/15/2020		478.00CR	094079	478.00

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	I-AR23131	COMPLETE OFFICE	R	12/15/2020		44.60CR	094080	
	I-AR24069	COMPLETE OFFICE	R	12/15/2020		37.86CR	094080	
	I-AR24070	COMPLETE OFFICE	R	12/15/2020		50.98CR	094080	
	I-AR24071	COMPLETE OFFICE	R	12/15/2020		25.00CR	094080	
	I-AR24072	COMPLETE OFFICE	R	12/15/2020		28.77CR	094080	
	I-AR24096	COMPLETE OFFICE	R	12/15/2020		235.93CR	094080	423.14
7639	CORE & MAIN LP							
	I-N369346	CORE & MAIN LP	R	12/15/2020		1,747.11CR	094081	1,747.11
0217	COUNTRY VISIONS COOPERATIVE							
	I-202012081217	COUNTRY VISIONS COOPERATIVE	R	12/15/2020		17.13CR	094082	17.13
7546	JASON CUMMINGS							
	I-202012081218	JASON CUMMINGS	R	12/15/2020		131.83CR	094083	131.83
0061	CUMMINS NPOWER, LLC							
	I-F4-69655	CUMMINS NPOWER, LLC	R	12/15/2020		1,382.96CR	094084	1,382.96
7288	JESSICA DART							
	I-202012081219	JESSICA DART	R	12/15/2020		37.11CR	094085	37.11
1302	DE KEYSER CONST CO INC							
	I-2000-154	DE KEYSER CONST CO INC	R	12/15/2020		3,019.01CR	094086	3,019.01
0075	DIGGERS HOTLINE INC							
	I-201 0 36401	DIGGERS HOTLINE INC	R	12/15/2020		960.40CR	094087	
	I-201 1 36401	DIGGERS HOTLINE INC	R	12/15/2020		568.16CR	094087	1,528.56
7422	EXCEL UNDERGROUND LLC							
	I-8585	EXCEL UNDERGROUND LLC	R	12/15/2020		5,071.76CR	094088	5,071.76
5173	FIRE RESCUE SUPPLY LLC							
	I-8905	FIRE RESCUE SUPPLY LLC	R	12/15/2020		1,020.00CR	094089	1,020.00
0200	FIRST SUPPLY LLC							
	I-12472429-00	FIRST SUPPLY LLC	R	12/15/2020		15.90CR	094090	15.90
7767	FREEDOM OVERHEAD DOORS							
	I-40080	FREEDOM OVERHEAD DOORS	R	12/15/2020		79.13CR	094091	79.13

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0562	GALLS LLC							
	I-16899961	GALLS LLC	R	12/15/2020		53.00CR	094092	
	I-16942561	GALLS LLC	R	12/15/2020		95.00CR	094092	148.00
2544	GLOBAL RECOGNITION INC							
	I-202796	GLOBAL RECOGNITION INC	R	12/15/2020		60.95CR	094093	60.95
6923	GORDON FLESCH COMPANY INC.							
	I-IN13120588	GORDON FLESCH COMPANY INC.	R	12/15/2020		173.00CR	094094	173.00
0116	GRAINGER INC							
	I-9708235040	GRAINGER INC	R	12/15/2020		110.50CR	094095	
	I-9732613501	GRAINGER INC	R	12/15/2020		87.92CR	094095	
	I-9733748223	GRAINGER INC	R	12/15/2020		61.26CR	094095	259.68
2947	MATTHEW GUTH							
	I-202012081220	MATTHEW GUTH	R	12/15/2020		79.87CR	094096	79.87
6023	EUGENE HACKBARTH							
	I-202012081225	EUGENE HACKBARTH	R	12/15/2020		45.00CR	094097	45.00
1244	HOWARD IMMEL INC							
	I-20-18 (5)	HOWARD IMMEL INC	R	12/15/2020		899,601.32CR	094098	899,601.32
1252	HURCKMAN MECHANICAL INDUSTRIES INC							
	I-C002159	HURCKMAN MECHANICAL INDUSTRIES	R	12/15/2020		1,650.90CR	094099	
	I-C002160	HURCKMAN MECHANICAL INDUSTRIES	R	12/15/2020		1,721.30CR	094099	
	I-C002161	HURCKMAN MECHANICAL INDUSTRIES	R	12/15/2020		1,340.10CR	094099	
	I-C002163	HURCKMAN MECHANICAL INDUSTRIES	R	12/15/2020		1,636.20CR	094099	
	I-W33631	HURCKMAN MECHANICAL INDUSTRIES	R	12/15/2020		1,961.14CR	094099	8,309.64
5484	HYDROCORP INC							
	I-60000-IN	HYDROCORP INC	R	12/15/2020		2,648.00CR	094100	
	I-60065-IN	HYDROCORP INC	R	12/15/2020		4,500.00CR	094100	7,148.00
7069	IEI GENERAL CONTRACTORS INC.							
	I-12799	IEI GENERAL CONTRACTORS INC.	R	12/15/2020		2,900.00CR	094101	2,900.00
1399	INDOFF INC							
	C-3426774	INDOFF INC	R	12/15/2020		113.98	094102	
	I-3424709	INDOFF INC	R	12/15/2020		146.12CR	094102	
	I-3426036	INDOFF INC	R	12/15/2020		113.98CR	094102	146.12

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0567	INDUSTRIAL MARKETING CORP I-43424	INDUSTRIAL MARKETING CORP	R	12/15/2020		30.30CR	094103	30.30
2602	JOSSART BROTHERS INC I-1953 20-11B I-20-01B (6)	JOSSART BROTHERS INC JOSSART BROTHERS INC	R	12/15/2020		1,460.60CR	094104	
			R	12/15/2020		108,872.86CR	094104	110,333.46
1276	JX ENTERPRISES INC I-14150856P	JX ENTERPRISES INC	R	12/15/2020		12.72CR	094105	12.72
7523	KURZ INDUSTRIAL SOLUTIONS I-INV10786	KURZ INDUSTRIAL SOLUTIONS	R	12/15/2020		118.48CR	094106	118.48
2044	LIGHTHOUSE TITLE INC I-WGB20-12280524	LIGHTHOUSE TITLE INC	R	12/15/2020		1,924.00CR	094107	1,924.00
0160	LIZER LAWN CARE & IRRIGATION I-111189AD	LIZER LAWN CARE & IRRIGATION	R	12/15/2020		90.00CR	094108	90.00
7446	MACQUEEN EQUIPMENT GROUP I-P17247 I-P17377 I-P31270	MACQUEEN EQUIPMENT GROUP MACQUEEN EQUIPMENT GROUP MACQUEEN EQUIPMENT GROUP	R	12/15/2020		336.84CR	094109	
			R	12/15/2020		119.87CR	094109	
			R	12/15/2020		420.50CR	094109	877.21
1443	MARTIN SYSTEMS INC I-204345 I-204346	MARTIN SYSTEMS INC MARTIN SYSTEMS INC	R	12/15/2020		335.40CR	094110	
			R	12/15/2020		335.40CR	094110	670.80
0173	MENARDS INC I-74651 I-74708 I-74778 I-74835 I-74990 I-75016 I-75091 I-75100 I-75127 I-75174 I-75380 I-75398 I-75421 I-75430 I-75656 I-75666 I-75669 I-75679 I-75710 I-75716 I-75721 I-75732 I-75797	MENARDS INC MENARDS INC	R	12/15/2020		50.95CR	094111	
			R	12/15/2020		49.24CR	094111	
			R	12/15/2020		14.99CR	094111	
			R	12/15/2020		27.39CR	094111	
			R	12/15/2020		17.36CR	094111	
			R	12/15/2020		34.32CR	094111	
			R	12/15/2020		5.87CR	094111	
			R	12/15/2020		35.84CR	094111	
			R	12/15/2020		19.97CR	094111	
			R	12/15/2020		73.15CR	094111	
			R	12/15/2020		218.07CR	094111	
			R	12/15/2020		200.18CR	094111	
			R	12/15/2020		53.74CR	094111	
			R	12/15/2020		6.93CR	094111	
			R	12/15/2020		215.54CR	094111	
			R	12/15/2020		37.95CR	094111	
			R	12/15/2020		14.99CR	094111	
			R	12/15/2020		44.46CR	094111	
			R	12/15/2020		19.85CR	094111	
			R	12/15/2020		43.83CR	094111	
			R	12/15/2020		124.18CR	094111	
			R	12/15/2020		33.84CR	094111	
			R	12/15/2020		91.64CR	094111	1,434.28

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
VOID	VOID CHECK		V	12/15/2020			094112	**VOID**
7656	MENARDS Y HOWARD I-7626	MENARDS Y HOWARD	R	12/15/2020		30.69CR	094113	30.69
8282	MILBACH CONST SERVICES CO I-20-14 (1)	MILBACH CONST SERVICES CO	R	12/15/2020		45,509.75CR	094114	45,509.75
1475	MUNICODE I-351585 I-351968	MUNICODE MUNICODE	R R	12/15/2020 12/15/2020		1,177.31CR 350.00CR	094115 094115	 1,527.31
7129	NELSON TACTICAL I-1793 I-1794	NELSON TACTICAL NELSON TACTICAL	R R	12/15/2020 12/15/2020		1,300.00CR 120.00CR	094116 094116	 1,420.00
4679	NEWSC I-2169	NEWSC	R	12/15/2020		2,360.00CR	094117	2,360.00
0531	NORTHEAST AUTO PARTS INC C-352398 I-352290 I-352390 I-352462 I-352498 I-352598 I-352601	NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC	R R R R R R R	12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020		54.00 31.28CR 771.14CR 11.60CR 15.99CR 85.46CR 10.07CR	094118 094118 094118 094118 094118 094118 094118	 871.54
1965	NORTHERN ELECTRIC INC I-20-16 (1)	NORTHERN ELECTRIC INC	R	12/15/2020		6,243.68CR	094119	6,243.68
7912	NORTHSTAR ENVIRONMENTAL TESTING LLC I-200-1163	NORTHSTAR ENVIRONMENTAL TESTIN	R	12/15/2020		310.00CR	094120	310.00
0197	PACKER CITY INTL TRUCKS INC I-X101134578:01	PACKER CITY INTL TRUCKS INC	R	12/15/2020		103.08CR	094121	103.08
1331	PACKER FASTENER & SUPPLY INC I-557319	PACKER FASTENER & SUPPLY INC	R	12/15/2020		12.05CR	094122	12.05
5476	PERSONNEL EVALUATION INC I-38105	PERSONNEL EVALUATION INC	R	12/15/2020		25.00CR	094123	25.00

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
7131	POINT EMBLEMS I-10430	POINT EMBLEMS	R	12/15/2020		4,345.00CR	094124	4,345.00
0208	POMP'S TIRE SERVICE INC I-90068344 I-90068487 I-90068510 I-90068616	POMP'S TIRE SERVICE INC POMP'S TIRE SERVICE INC POMP'S TIRE SERVICE INC POMP'S TIRE SERVICE INC	R	12/15/2020 12/15/2020 12/15/2020 12/15/2020		32.00CR 96.00CR 627.00CR 33.98CR	094125 094125 094125 094125	 788.98
0395	PRO ONE JANITORIAL INC I-166046	PRO ONE JANITORIAL INC	R	12/15/2020		1,425.00CR	094126	1,425.00
8067	QUADIENT LEASING USA INC I-N8597089 I-N8597792	QUADIENT LEASING USA INC QUADIENT LEASING USA INC	R	12/15/2020 12/15/2020		320.67CR 320.67CR	094127 094127	 641.34
6948	RAY'S TIRE I-1015696 I-1015814	RAY'S TIRE RAY'S TIRE	R	12/15/2020 12/15/2020		2,771.91CR 901.84CR	094128 094128	 3,673.75
0225	RED D MIX CONCRETE INC I-79239 I-79437	RED D MIX CONCRETE INC RED D MIX CONCRETE INC	R	12/15/2020 12/15/2020		145.60CR 139.00CR	094129 094129	 284.60
0227	REINDERS INC I-1857728-00	REINDERS INC	R	12/15/2020		240.14CR	094130	240.14
8283	JILL RENIER I-202012081221	JILL RENIER	R	12/15/2020		157.00CR	094131	157.00
2604	RIESTERER & SCHNELL INC C-1887734 I-1887735	RIESTERER & SCHNELL INC RIESTERER & SCHNELL INC	R	12/15/2020 12/15/2020		583.52 602.22CR	094132 094132	 18.70
7371	RJM CONSTRUCTION LLC I-20-05 (2)	RJM CONSTRUCTION LLC	R	12/15/2020		43,048.28CR	094133	43,048.28
0158	ROBERT E LEE & ASSOCIATES INC I-78707	ROBERT E LEE & ASSOCIATES INC	R	12/15/2020		2,335.18CR	094134	2,335.18
1023	S & S WORLDWIDE INC I-IN100632748	S & S WORLDWIDE INC	R	12/15/2020		11.77CR	094135	11.77

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
7221	SCENICVIEW LANDSCAPE I-1252	SCENICVIEW LANDSCAPE	R	12/15/2020		344.00CR	094136	344.00
8022	SOLARWINDS I-IN503639	SOLARWINDS	R	12/15/2020		1,080.00CR	094137	1,080.00
1092	SOMERVILLE ARCHITECTS ENGINEERS I-36633 I-36665	SOMERVILLE ARCHITECTS ENGINEER SOMERVILLE ARCHITECTS ENGINEER	R R	12/15/2020 12/15/2020		1,500.00CR 1,500.00CR	094138 094138	3,000.00
0252	SOUTHSIDE TIRE CO INC I-3093805	SOUTHSIDE TIRE CO INC	R	12/15/2020		321.90CR	094139	321.90
3378	STRYKER SALES CORP I-3211305M	STRYKER SALES CORP	R	12/15/2020		2,546.10CR	094140	2,546.10
6328	LEE TOWNSEND I-202012081222	LEE TOWNSEND	R	12/15/2020		403.70CR	094141	403.70
0416	TWIRL SEWER SERVICE I-30960	TWIRL SEWER SERVICE	R	12/15/2020		85.00CR	094142	85.00
5663	TYLER TECHNOLOGIES INC I-045-320126	TYLER TECHNOLOGIES INC	R	12/15/2020		50.00CR	094143	50.00
0272	UNIFORM SHOPPE INC I-303909 I-304729 I-304731 I-304732 I-304750 I-304779 I-304832 I-304844 I-304885 I-304887 I-305059 I-305077 I-305109 I-305112 I-305250 I-305279 I-305295 I-305354 I-305454	UNIFORM SHOPPE INC UNIFORM SHOPPE INC	R R	12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020 12/15/2020		1,029.95CR 12.00CR 34.00CR 60.00CR 24.00CR 40.00CR 8.00CR 89.90CR 107.50CR 10.00CR 374.70CR 213.85CR 44.95CR 24.00CR 32.00CR 109.95CR 39.95CR 30.00CR 46.95CR	094144 094144 094144 094144 094144 094144 094144 094144 094144 094144 094144 094144 094144 094144 094144 094144 094144 094144 094144	2,331.70

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
VOID	VOID CHECK		V	12/15/2020			094145	**VOID**
7210	VANDEN PLAS PORTABLE SOLUTIONS LLC							
	I-3814	VANDEN PLAS PORTABLE SOLUTIONS	R	12/15/2020		262.00CR	094146	
	I-3818	VANDEN PLAS PORTABLE SOLUTIONS	R	12/15/2020		139.00CR	094146	401.00
3767	VDH ELECTRIC INC							
	I-23230	VDH ELECTRIC INC	R	12/15/2020		6,385.00CR	094147	
	I-23254	VDH ELECTRIC INC	R	12/15/2020		518.67CR	094147	6,903.67
3707	VIKING ELECTRIC SUPPLY							
	C-S004164989.001	VIKING ELECTRIC SUPPLY	R	12/15/2020		19.47	094148	
	C-S004196482.001	VIKING ELECTRIC SUPPLY	R	12/15/2020		127.97	094148	
	I-S004163160.001	VIKING ELECTRIC SUPPLY	R	12/15/2020		30.25CR	094148	
	I-S004164998.001	VIKING ELECTRIC SUPPLY	R	12/15/2020		61.99CR	094148	
	I-S004196432.001	VIKING ELECTRIC SUPPLY	R	12/15/2020		55.50CR	094148	
	I-S004198090.001	VIKING ELECTRIC SUPPLY	R	12/15/2020		111.00CR	094148	111.30
3311	VINTON CONSTRUCTION CORP							
	I-19-18 (5) FINAL	VINTON CONSTRUCTION CORP	R	12/15/2020		99,629.33CR	094149	99,629.33
6693	W S DARLEY & CO							
	I-17417122	W S DARLEY & CO	R	12/15/2020		18,735.68CR	094150	18,735.68
8284	KATY WANTA							
	I-202012081223	KATY WANTA	R	12/15/2020		146.65CR	094151	146.65
4619	WATER TOWER CLEAN & COAT INC							
	I-WT78502	WATER TOWER CLEAN & COAT INC	R	12/15/2020		500.00CR	094152	500.00
3052	WI CHIEFS OF POLICE ASSOCIATION							
	I-4614	WI CHIEFS OF POLICE ASSOCIATIO	R	12/15/2020		130.00CR	094153	130.00
6500	WI DEPT OF SAFETY AND PROF SERV							
	I-527356	WI DEPT OF SAFETY AND PROF SER	R	12/15/2020		50.00CR	094154	50.00
7350	WI MEDIA							
	I-3620883	WI MEDIA	R	12/15/2020		1,061.25CR	094155	1,061.25
1181	WI PARK AND RECREATION ASSOC							
	I-2097	WI PARK AND RECREATION ASSOC	R	12/15/2020		775.00CR	094156	775.00

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
7857	WISCNET							
	I-16861	WISCNET	R	12/15/2020		1,800.00CR	094157	1,800.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	97	0.00	1,531,118.12	1,531,118.12
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:	99	0.00	1,531,118.12	1,531,118.12

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

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BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
100	12/2020	120,994.85CR
201	12/2020	5,660.70CR
208	12/2020	163.27CR
260	12/2020	4,859.77CR
285	12/2020	30.00CR
405	12/2020	1,368,115.66CR
601	12/2020	23,934.55CR
650	12/2020	7,359.32CR
=====		
ALL		1,531,118.12CR



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: COVID-19 update from the Health Department.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Future agenda items.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 15, 2020

DEPARTMENT: City Attorney

FROM: Judith Schmidt-Lehman

SUBJECT: Consideration of and Possible Action on Public Works Contract 16-04B Dispute Involving Relyco, Inc.
