



Common Council

Regular Meeting

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

Agenda

Tuesday, February 6, 2018

7:30 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Common Council** of the City of De Pere will be held on **February 6, 2018** at **7:30 PM** in the **De Pere City Hall Council Chambers**, 335 S. Broadway Street, De Pere, WI 54115.

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

Call to Order

1. Roll Call
2. Pledge of Allegiance to the Flag.
3. Approval of the Minutes of the January 16, 2018 Common Council Meeting.
4. Public Hearing on the rezoning of Parcels WD-609-1, WD-609, WD-604, WD-603 and WD-602.
 - a. Notice of Public Hearing.
 - b. Recommendation from the Plan Commission.
 - c. Ordinance #18-04, Rezoning Certain Property (Parcels WD-609-1, WD-609, WD-604, WD-603 and WD-602).
5. Public comment upon matters not on the agenda and other announcements.
6. Recommendation from Finance/Personnel Committee to Authorize Community Center Boiler Repairs in the amount of \$7,539.10.
7. Recommendation from the Board of Park Commissioners to Accept Project Proposal for the Construction and Installation of Backstop Nets on 3 Soccer Fields at SW Park by an Eagle Scout.
8. Recommendation from the Board of Park Commissioners to Consider Locating the Bandshell at a Different Park.
9. Resolution #18-06 Authorizing Green Bay Tennis Center, Inc. Independent Contractor Agreement (Tennis Instruction).
10. Resolution #18-07 Authorizing Cooperation Agreement Between the City of De Pere and the Unified School District of De Pere.
11. Resolution #18-08 Authorizing Agreement for Consulting Services Between the City of De Pere and SmithGroupJJR, Inc. (Cultural District Master Plan)
12. Resolution #18-09 Supporting Brown County's Proposal to Promote Brown County's 200th Anniversary Celebration.
13. Recommendation from the License Committee on an Application for a premises description change for The Green Room, from 353 Main Av to 363 Main Av.

14. Recommendation from the License Committee on an Application for a Class "B" Fermented Malt Beverage License for Heritage Rd, LLC (DBA One Under Golf Center), 801 Heritage Rd, Unit C. Submitted by Heritage Rd, LLC, Agent: Matthew Wood, Green Bay, WI.
15. Request of Alderperson Hansen:
 - a. That the Council rescind its action of November 15, 2016 to replace the City's two existing pools with one aquatic center, with the location to be determined at a future time. (Note: on March 21, 2017, the Council acted to select VFW Park as the location for the aquatic center. This action is not up for rescission.)
 - b. If item 15a is approved: request that the Council approve replacing the pool at VFW Park with a small-scale aquatic center and approve replacing the pool at Legion Park with an as yet to be determined swimming facility.
 - c. If item 15b is approved: request that the Mayor form a fundraising committee to raise funds for both the VFW Park aquatic center and the Legion Park pool replacement.
16. Request of Alderperson Lueck:
 - a. That the Council take action to request that the Board of Park Commissioners ask the "Save Legion Pool" supporters for a presentation on their request at the August 2018 meeting of the Board.
 - b. If item 16a is approved: that the Council take action to request the Board of Park Commissioners report back to the Council any recommendations it has based upon such presentation.
17. Operator License Applications.
18. Voucher Approval.
19. Future agenda items.
20. Adjournment.

Lawrence M. Delo
City Administrator

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

Agenda Sent To:

Alderpersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Andrewn Otradovec, VP
Michael Eserkahn

John Allen
Matthew Wood
Jeff Byczek
Jerry Gillespie
Tom Rogers
DSSB LLC ETAL
LEONARD H & MARY ANN KELLNER
WISC DEPT OF TRANS
SK ADVANCE LLC
AL YU ZHENG
JOHN BARNSTORFF
SONOCO US MILLS INC TAX DEPT
VINCENT M & EMILY A WILLARD
F & O PARTNERSHIP LLP
JASON MILLS
CHRISTOPHER T FUSS
RYAN J & NICOLE M LEDVINA
GRISELDA M VANBECKUM
CLAYTON C & JEANETTE A LESLIE
TL CONSTRUCTION MANAGEMENT CO LLC
DAVID B DE RUYTER
KARL D WACHHOLZ
KEVIN G RAU
MARVIN J LUENEBURG
MARK M & ANDREA R HENDRICKS
KATIE R NOSKOWIAK
WILLIAM J & SUSAN J STEFFEL
DANIEL E DORO
MICHELLE R CICHY
ALAN R & KATHRYN M JORGENSEN
MARK R CHMIELEWSKI
PAUL S & VICKY L SHEFFER
GARY A & TERESA L GEREAU
MATTHEW J & TAMMY M PETERSON
DREW P & BLAIR M BASTEN
KELLY J & SHARON L WAUTIER
KELSEY A SHERMAN
WISCONSIN CENTRAL LTD PO BOX 8103
JUAN ANTONIO SOLIS
THOMAS W GOODING
GORDON P & DEBRA J HUTJENS
JUDY L JIRIK
AMBROSIUS OUTDOOR POWER LLC

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

MEETING DATE: February 6, 2018

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Ledvina

SUBJECT: Approval of the Minutes of the January 16, 2018 Common Council Meeting.

ATTACHMENTS:

- 1-16-2018 Common Council Minutes (DOC)



Common Council

Regular Meeting

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

Draft Minutes

Tuesday, January 16, 2018

7:30 PM

De Pere City Hall Council Chambers

1. Call to order. The Common Council Meeting was called to order on January 16, 2018 at 7:30 PM, De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

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

2. Pledge of allegiance to the Flag.
3. Approval of the Minutes of the January 2, 2018 Common Council Meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Aldersperson
SECONDER:	Jonathon Hansen, Aldersperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch

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

City Attorney Judy Schmidt Lehman explained that if anyone is present to speak on items 15 and/or 16, they are able to do so during public comment. The aquatic center was already approved and the Rules of Order do not allow for items 15 and 16 to be on the agenda as they are worded. She explained that the Council cannot take action on comments made during the public comment period.

David Hunnicut, Mike Fleck, Lydia Skarivoda and Renee Gasch came forward and spoke in favor of keeping Legion Park Pool open.

Joe Henrigillis spoke in favor of repairing both Legion Park and VFW Park Pools instead of building an aquatic center.

Aldersperson Jennings explained that the City is still looking for people to take the City Survey for the vision and branding project and that the survey can be found on the City of De Pere's homepage.

Aldersperson Hansen thanked those who attended the meeting to speak about Legion Park Pool and apologized that the Council is unable to take action tonight.

Aldersperson Carpenter thanked Dave Hongisto for his 34 years of service to the City.

5. Recommendation from Plan Commission to approve the proposed 15 Lot Preliminary Plat of "Southbridge Estates First Addition" at 1700 BLK Bridge Port Lane (Parcel WD-L183-5). Submitted by Jim Boyea, Best Built INC.

City Economic Development and Planning Director Kim Flom explained that this was originally proposed for multi-family but that the rezoning was not approved; this plan before the Council is for single family lots.

RESULT:	ADOPTED [7 TO 1]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Boyd, Carpenter, Hansen, Jennings, Lueck, Nelson, Raasch
NAYS:	Scott Crevier

6. Recommendation from Plan Commission to approve a Proposed Three Lot Certified Survey Map at 1030 Main Avenue (Parcels WD-VA450, WD-VA450-1, WD-454 and WD-455-1). Submitted by Garritt Bader, GB 1100 Main LLC.

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

7. Recommendation from the Board of Park Commissioners to Accept the Lease Option for Mower Replacement.

Parks Director Marty Kosobucki explained that the City is looking to do a lease to purchase option on the mower; the department wants to try it out before purchasing it.

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

8. Recommendation from Finance Committee to Approve Donation from Kwik Trip to Police Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch

9. Recommendation from Finance Committee to Approve Donations from Barbara Demoulin and Christian Outreach to Police Department

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

10. Ordinance #18-02, Annexing Territory to the City of De Pere, Wisconsin (Parcel R-27-1).

City Economic Development and Planning Director Kim Flom provided a quick summary on the annexation. This is for a 25-acre parcel, located directly across from Altmeyer School. The parcel is within the 10-year growth area of the City's Comprehensive Plan.

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

11. Ordinance #18-03, Amending Chapter 106 - Licenses and Permits Regarding Agent Status for Environmental Services.

City Attorney Judy Schmidt-Lehman explained that the amended ordinance before the Council contained a last minute change by the Wisconsin Department of Agriculture. Alderperson Nelson moved, seconded by Alderperson Carpenter to approve the ordinance. Discussion followed with City Health Director Deborah Armbruster regarding the relationship with the City of Menasha and the situation with our sanitarian.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch

12. Resolution #18-03, Adopting City of De Pere Comprehensive Outdoor Recreation Plan, 2018-2023.

Alderperson Crevier requested to make a few changes to the plan, specifically page 12 of the report. Alderperson Crevier moved to strike "throughout the community" from the water-based recreation line of page 12 and to strike "promote and maintain outdoor pools" and replace with "promote and maintain outdoor aquatic facilities". City Administrator Larry Delo explained the meaning of "throughout the community" and that its intent is not to encourage residents to engage in water-based activity in areas of the City without water, but rather to promote engagement in water-based activities throughout the community. Alderperson Crevier altered his motion to include only the second part of his original motion. Alderperson Raasch seconded the motion. Upon vote on the amendment, motion carried with Alderperson Nelson voting nay. Further discussion on the motion as amended followed with Parks Director Marty Kosobucki regarding service boundaries, park land projections, the Kelly Danen Park plan, service radius for swimming pools standard, and the public land acquisition fund. Upon vote on the motion as amended, motion carried 8-0.

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

13. Resolution #18-04 Authorizing Street Name Changes (Whistler Court and Bridge Port Court to Bridge Port Circle).

City Economic Development and Planning Director Kim Flom explained that the western half of the street will remain Bridge Port Lane.

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

14. Resolution #18-05, Authorizing Revised Software Service Agreement with IQM2

Aldersperson Crevier expressed his hope that we can start working towards having a more mobile device friendly program for accessing the meeting portal.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Aldersperson
SECONDER:	Dean Raasch, Aldersperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch

15. Consider a smaller Aquatic Center at VFW Park (Ald. Hansen).

City Attorney Judy Schmidt-Lehman explained that she and Aldersperson Hansen discussed referring items 15 and 16 back to staff. Aldersperson Hansen moved, seconded by Aldersperson Nelson to refer the item back to staff. Upon vote, motion failed 4-4 with Alderspersons Carpenter, Raasch, Crevier and Lueck voting nay. There was no other motion on the agenda item and the item failed for lack of a motion.

16. Consider creation of a formal fundraising committee to raise funds for both a renovated Legion Park Pool and a new Aquatic Center at VFW Park (Ald. Hansen).

Aldersperson Boyd asked for a motion on the item; the item failed for lack of a motion.

17. Voucher Approval.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Carpenter, Aldersperson
SECONDER:	Jonathon Hansen, Aldersperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Lueck, Nelson, Raasch

18. Operator License Applications.

CITY OF DE PERE

License Committee - January 16, 2018

Previously Tabled Operator License Applications	
1	BYERS, THOMAS D.
2	COMYNE, JORDAN M.
3	ROBINSON, TYLER B.

New Operator License Applications	
1	ENWIYA, ADAM H.
2	MACCO, MARY C.

Aldersperson Boyd moved, seconded by Aldersperson Carpenter to approve Previously Tabled Operator License Applications #1 and 2 and to deny Previously Tabled Operator License Application #3. Upon vote, motion carried unanimously.

Aldersperson Boyd moved, seconded by Aldersperson Hansen to approve Operator License Applications #1 and 2. Upon vote, motion carried unanimously.

19. Future Agenda Items.

Aldersperson Hansen requested an agenda item to rescind the action by the Common Council taken on November 15 to replace the existing pools with one aquatic center; he

also requested two agenda items contingent upon approval of this future agenda item: request for a scaled-back Aquatic Center and request for the creation of a fundraising committee for both a Legion Park Pool and a scaled-back VFW Aquatic Center. City Attorney Judy Schmidt-Lehman will work with Alderperson Hansen on getting these items on the agenda.

Alderperson Crevier requested to change the maximum number of signs allowed on a building in Municipal Code Section 98-15. City Attorney Judy Schmidt-Lehman will work with Alderperson Crevier on the amendments and this item will go to Plan Commission for approval.

20. Consider Approval of Settlement Agreement Regarding Shopko Operating Stores Co. LLC v. City of De Pere Case #s 2016 CV 1507 and 2017 CV 1029

Alderperson Raasch moved, seconded by Alderperson Carpenter to close the meeting at 8:39 p.m. Upon roll call vote, motion carried unanimously.

Alderperson Boyd moved, seconded by Alderperson Carpenter to open the meeting at 8:53 p.m. Upon roll call vote, motion carried unanimously.

Alderperson Raasch moved, seconded by Alderperson Carpenter to approve the proposed settlement agreement. Upon roll call vote, motion carried unanimously.

21. Adjournment.

Alderperson Boyd moved, seconded by Alderperson Nelson to adjourn the meeting at 8:54 p.m. Upon vote, motion carried unanimously.

Respectfully submitted,

Shana Ledvina, Clerk-Treasurer

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: Plan Commission

FROM: Peter Schleinz

SUBJECT: Ordinance #18-04, Rezoning Certain Property (Parcels WD-609-1, WD-609, WD-604, WD-603 and WD-602).

On January 8, 2018, the Plan Commission recommended approval of the above rezoning petition, with a condition, by a vote of 4-0.

Three of the referenced parcels are owned by the petitioner, one parcel is owned by WisDOT, and one parcel is owned by a private property owner. All owners of the five parcels agreed to the proposed rezoning of their property(s).

ATTACHMENTS:

- Ord18-04 (DOCX)
- Report to Plan Commission - Rezoning WD-609, etc. (DOCX)
- Application Form (PDF)
- Rezoning Map - with street names (DOCX)
- Public Hearing Notice (DOCX)

ORDINANCE #18-04
 REZONING CERTAIN PROPERTY
 (Parcels WD-609-1, WD-609, WD-604, WD-603 and WD-602)

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

WHEREAS, the City Clerk-Treasurer, having published a Class 2 Notice of Public Hearing regarding such proposed zoning change and, pursuant thereto, a public hearing having been held on the 6th day of February, 2018 at 7:35 p.m., and the Common Council having heard all interested parties or their agents and attorneys;

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

Section 1. That the following described property:

Parcel WD-609-1 (US 41/North 8th Street)

Outlot 1 of Volume 42 Certified Survey Maps, Page 62, Brown County Map No. 6316, being part of Lots 64, 66, 68 & 70, Block 41, Plat of De Pere Company's Addition to the Village of West De Pere, in the City of De Pere, West side of Fox River, Brown County, Wisconsin.

Parcel WD-609 (715 North 8th Street)

That part of Blocks 40 and 41, and that part of Lots 54 and 56, Block 40, Plat of De Pere Company's Addition to the Village of West De Pere, according to the recorded Plat thereof, in the City of De Pere, West side of Fox River, Brown County, Wisconsin as further described in Jacket 17975, Image 22.

Parcel WD-603 (808 Ash Street)

Lots 57, 59 and 61, Block 40, Plat of De Pere Company's Addition to the Village of West De Pere, in the City of De Pere, West side of Fox River, Brown County, Wisconsin.

Parcel WD-602 (806 Ash Street)

Lot 55 and that part of Lots 51 & 53, Block 40, Plat of De Pere Company's Addition to the Village of West De Pere, lying west of 8th Street, according to the recorded Plat thereof, in the City of De Pere, West side of Fox River, Brown County, Wisconsin.

shall be and the same is hereby rezoned from the present zoning classification of B-3, Motor Vehicle Dependent Business District, to B-2, General Business District, as set forth in and regulated by the provisions of §14-44 of the De Pere Zoning Code, conditioned upon compliance with the approval conditions of the Plan Commission, if any, and the provisions of Chapter 14, De Pere Municipal Code.

Section 2. That the following described property:

Parcel WD-604 (814 Ash Street)

Lots 63 and 65, Block 40, Plat of De Pere Company's Addition to the Village of West De Pere, in the City of De Pere, West side of Fox River, Brown County, Wisconsin.

shall be and the same is hereby rezoned from the present zoning classification of B-3, Motor Vehicle Dependent Business District, to R-2, Single and Two-Family Residence District, as set forth in and regulated by the provisions of §14-39 of the De Pere Zoning Code, conditioned upon compliance with the approval conditions of the Plan Commission, if any, and the provisions of Chapter 14, De Pere Municipal Code.

Section 3. That the Clerk-Treasurer is directed to amend the City of De Pere Zoning Map in conformity with the provisions of this ordinance.

Section 4. That all other ordinances in conflict herewith are hereby repealed.

Section 5. That this ordinance shall take effect upon its passage and publication according to law.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 6th day of February, 2018.

APPROVED:

Michael J. Walsh, Mayor

ATTEST:

Shana D. Ledvina, Clerk-Treasurer

Ayes: _____

Nays: _____

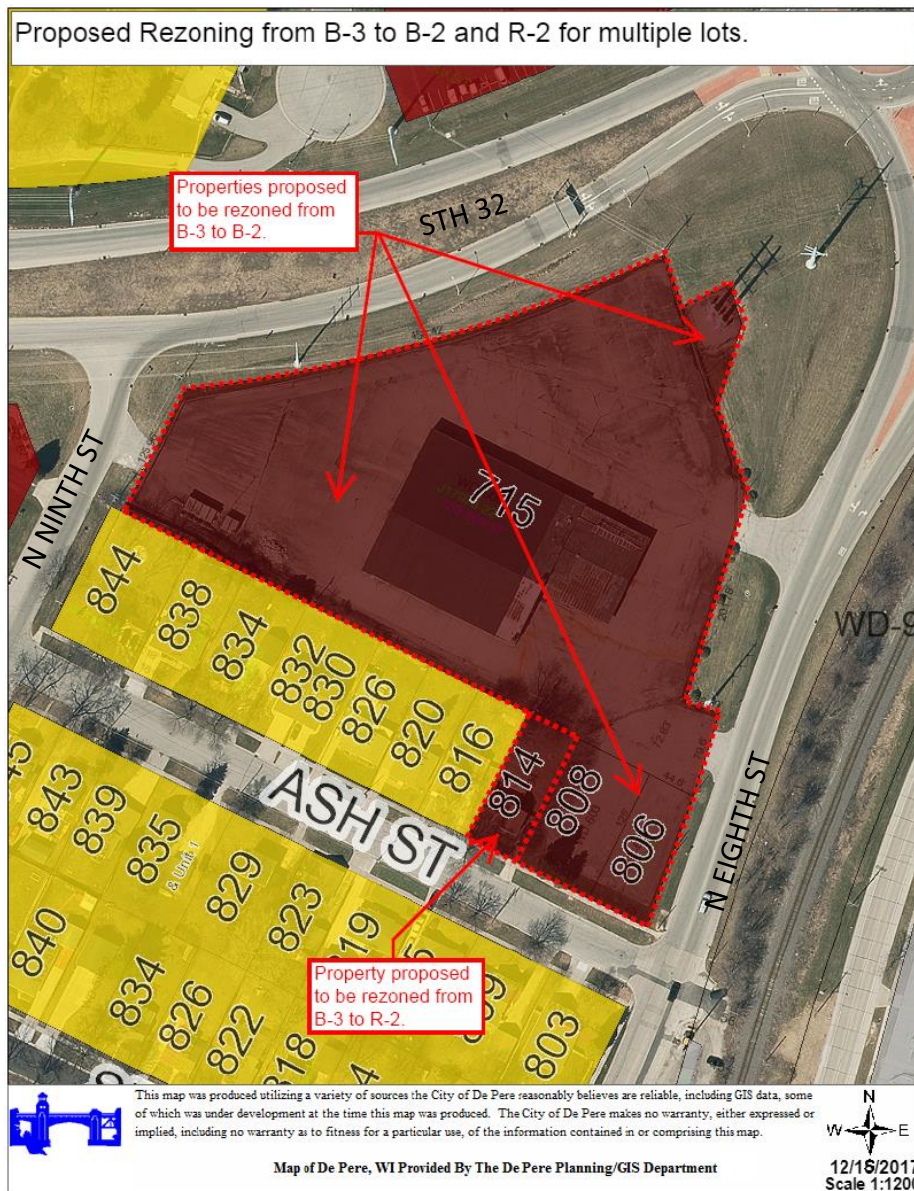
Board/Committee Approval: 1/08/18

Publication Date: _____

Effective Date: _____

- Item 4:** Recommendation regarding a rezoning request from B-3 (Motor Vehicle Dependent Business District) to B-2 (General Business District) and R-2 (Single and Two-Family Residence District) at 715 N. Eighth Street and 806-814 Ash Street (Parcels WD-609-1, WD-609, WD-604, WD-603, WD-602). Submitted by Andrew Otradovec, VP RODAC Development & Cons., etc.*

SITE MAP



REQUESTED ACTION: Rezoning Request.

Rezone Parcels WD-609-1, WD-609, WD-603, WD-602 (715 N. Eighth Street and 806-808 Ash Street) from B-3 (Motor Vehicle Dependent Business District) to B-2 (General Business District).

Rezone Parcel WD-604 (814 Ash Street) from B-3 (Motor Vehicle Dependent Business District) to R-2 (Single and Two-Family Residence District).

COMMON DESCRIPTION:	715 N. Eighth Street, and 806-814 Ash Street, located northwest from the Ash Street and N. Eighth Street intersection.	
PARCEL NUMBERS:	WD-609-1, WD-609, WD-604, WD-603, WD-602	
EXISTING ZONING:	B-3 (Motor Vehicle Dependent Business District)	
PROPOSED ZONING:	Parcels WD-609-1, WD-609, WD-604, WD-603, WD-602: B-2 (General Business District) Parcel WD-604: R-2 (Single and Two-Family Residence District)	
SURROUNDING LAND USES:	State Highway, business, and residential to the north. Single family and two-family residential to the south. Railroad and industrial to the east. Business to the west.	
COMPREHENSIVE PLAN:	Commercial and Neighborhood Residential (Including Multi-Family)	
APPLICANT / OWNER:	Andrew Otradovec, Representative VP RODAC Development & Cons. D1 Sports Training 3346 S. Pine Tree Road Hobart, WI 54115 City of De Pere, Representative City of De Pere, Representative	Parcels WD-609, WD-603, WD-602 F&O Partnership LLP, Owner 1444 Fox River DR De Pere, WI 54115 Parcel WD-609-1 WisDOT, Owner ATTN: Real Estate 944 Vanderperren Way Green Bay, WI 54304-5344 Parcel WD-604 Kelsey A. Sherman, Owner 5501 Sherwood DR #K201 Midland, TX 79707
SITE HISTORY:	Year 1938-1960 air photographs identify the subject property being vacant with single-family and two-family residential housing bordering the south end. In the 1970's an auto dealership was built on the vacant portion of the site, which changed to a motorcycle dealer. The commercial building, no longer in use, continues to exist on the site. The residential house at 814 Ash Street remains. The subject properties and all adjacent houses were zoned to B-3 in the 1970's when the auto dealer was created. In November 2003 the adjacent residential properties at 816-844 Ash Street were rezoned from B-3 to R-2 to properly reflect the existing uses, but the residential property at 814 Ash Street was not rezoned because the petitioner at that time did not obtain a signature from the property owner. Two vacant parcels at 806-808 Ash Street (former residences) were not rezoned in 2003 as the properties became part of the dealership.	

The 2010 Comprehensive Plan identified both the existing and future land uses as Commercial and the residential area as Neighborhood Residential (Including Multi-Family).

STAFF REVIEW:

With this request, the applicant proposes rezoning of Parcels WD-609, WD-603, and WD-602 from B-3 to B-2 for future site redevelopment. Specifically, the applicant proposes the relocation of D1 Sports Training from their current location at Packerland Drive and HYW 172 in Hobart to this site in De Pere. A site plan defining a specific redevelopment is likely required, but has not yet been submitted to the Plan Commission for review.

Concurrently, and for consistency, the City has petitioned the rezoning of Parcel WD-609-1 down from B-3 to B-2 and WD-604 down from B-3 to R-2 in order for the parcels to properly match existing land uses, adjacent land uses, and the City's Comprehensive Plan.

When reviewing a rezoning request, staff considers the future land use recommendation of the Comprehensive Plan, surrounding land uses and desired development patterns. The proposed rezoning complies with the Comprehensive Plan and surrounding land uses, including matching adjacent existing uses.

Comprehensive Plan—

The Comprehensive Plan Future Land Use Map identifies the subject area as Commercial with 814 Ash Street being Neighborhood Residential (Including Multi-Family). The existing Land Use Map from 2009 identified the site as Commercial with 814 Ash Street being Single Family Residential. The Comprehensive Plan also recommended commercial "redevelopment of Ashland Avenue and Ninth Street" based on the construction of the roundabout that was built at Eighth Street and Ashland Avenue several years ago, which leads to the west side of downtown.

Surrounding Land Uses—

The land uses to the north, east and west are primarily commercial and industrial, zoned B-2 and I-3. The existing land use to the south is residential, zoned R-2. Rezoning from a motor vehicle dependent zoning category to a general business zoning category will create a better fit for future development that complies with adjacent businesses near the highway street system while existing at the transitional edge of a residential area.

Desired Development Patterns—

Changing to the proposed zoning categories does not stray away from the recommendations of the City's Comprehensive Plan. The zoning categories will set the business area for uses similar to those seen on Main Avenue. The B3 District has a limited range of possible land uses that are motor vehicle oriented. The B2 District permits a wider range of land uses.

Because the residence at 814 Ash Street still exists in a residential neighborhood, it would appear that the use should continue. Staff made attempts to contact the property owner, who resides in Texas, but was unable to obtain a response. Staff encourages that the Plan Commission recommend a

rezoning from B-3 to R-2 in order for the property to match a rezoning that was requested by adjacent properties and approved by Common Council in November 2003. Staff will continue to try and contact the property owner prior to the Common Council meeting, and final rezoning decision, in February.

REVIEW PROCESS:

For rezoning applications, the Plan Commission provides a recommendation to the Common Council. If recommended for approval, a public hearing will be held at the February 6, 2018 Council meeting prior to review of the rezoning by the Common Council.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the rezoning request, subject to the following:

1. Meets all state and local regulations.

CITY OF DE PERE
RECEIVED

DEC 15 2017

	CITY OF DE PERE APPLICATION FOR REZONING	Fee: \$ 305.00
		Receipt #: 128114
		Date: 12-15-17

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

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity) D1 Sports Training	Authorized Representative Andrew Otradovec	Title VP RODAC Development & Cons.	
Mailing Address 3346 S. Pine Tree Rd.	City Hobart	State WI	ZIP Code 54155
Email Address andy@rodacilc.com	Phone Number (incl. area code) 920-241-9674	Fax Number (incl. area code) 920-499-8677	

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

Name (Ind. Org. or Entity) F&O Partnership LLP	Contact Person	Title	
Mailing Address 1444 Fox River Dr	City DePere	State WI	ZIP Code 54115
Email Address Gary.fairchild@fairchildequipment.com	Phone Number (incl. area code) 920-327-0504	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description 715 N. Eighth Street DePere Companies Addition Part of Blocks 40+41 + Part of Lots 54+56 Block 40 desc in J17975-22	Parcel Number(s): WD-602 WD-603 WD 609
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← Per authorized represent. 151

SECTION 4: Proposed Rezoning Use

Existing Zoning:	B-3, Motor Vehicle Dependent District		
Proposed Zoning:	B-2, General Business District		
Adjacent Zoning: North B-2	Adjacent Zoning: South R-2 & B-3	Adjacent Zoning: West B-2	Adjacent Zoning: East I-1
Present Use of Parcel	Vacant		
Proposed Use of Parcel	Relocate existing sports training and fitness center		

SECTION 5: Certification and Permission

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

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

Name of Owner/Authorized Representative (please print) Andrew Otradovec	Title VP Rodac Dev + Cons.	Phone Number 920-241-9674
Signature of Applicant 		Date Signed 12/17/17

Attached additional sheets if necessary.

OK BSV 15 Dec

Attachment: Application Form (6536 : Ordinance #18-04, Rezoning Certain Property (Parcels WD-609-1, WD-609, WD-604, WD-603, and WD-602))

Proposed Rezoning from B-3 to B-2 and R-2 for multiple lots.



Publish: January 22 and January 29, 2018 in the Green Bay Press-Gazette (Class 2 Notice)

NOTICE OF PUBLIC HEARING

Notice is Hereby given, that on **Tuesday, February 6, 2018** 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 rezone request for the following properties:

Rezoning Parcels WD-609, WD-609-1, WD-602, WD-603 at 715 N. Eighth Street and 806-808 Ash Street from B-3 (Motor Vehicle Dependent Business District) to B-2 (General Business District).

Rezoning Parcel WD-604 at 814 Ash Street from B-3 (Motor Vehicle Dependent Business District) to R-2 (Single and Two-Family Residence District).

A map of the proposed rezoning is available at the City of De Pere Planning Department, 335 S. Broadway St., De Pere, WI 54115.

Dated this 22nd day of January, 2018.

BY ORDER OF THE COMMON COUNCIL

Michael J. Walsh
Mayor

Shana D. Ledvina
City Clerk-Treasurer

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: Public Works

FROM: Scott Thoresen

SUBJECT: Recommendation from Finance/Personnel Committee to Authorize Community Center Boiler Repairs in the amount of \$7,539.10.

Finance Committee approved staff request for \$7,539.10 in funding to repair the HVAC at the Community Center at the January 9, 2018 meeting. Due to the nature of the situation, staff was given approval to move forward with the repair process by City Administration under the emergency repair policy.

On December 25, 2017 staff uncovered a transformer failed in our HVAC control system, which caused multiple issues. The failed transformer shut down the HVAC, caused a coil to crack thus causing a water leak in an entry way. Staff called in B.A.T.I (Building Automation Technology, Inc.) to address the failed transformer and Tweet Garot to inspect and begin repairs on the HVAC.

Attached:

1. Invoice from BATI in the amount of \$1,143,60.
2. Tweet Garot email estimate for coil repairs in the amount of \$6,395.50.

The total cost of the repairs will not exceed \$7,539.10.

ATTACHMENTS:

- Community Center Cab Heater and AHU Coil Costs (PDF)
- B.A.T.I Invoice for Repairs Community Center Boiler Repairs (PDF)

Thomas Blohowiak

From: Dave LeMay <Dave.Lemay@tweetgarot.com>
Sent: Wednesday, January 03, 2018 9:34 AM
To: Thomas Blohowiak
Cc: Dylan Mercier; John Kurowski
Subject: Community Center Coil Replacements

Good morning Tom, the time and material not to exceed cost to replace the cab heater and AHU coil will be \$6,395.50 which includes materials and labor, we will only bill the City for materials and labor used to replace the coils. Please call my cell phone with any questions.

Thank You
Dave



Dave LeMay
Account Manager
Dave.Lemay@tweetgarot.com
325 Reid Street
De Pere, WI 54115
M: (920) 660-0047
O: (920) 498-7630
www.tweetgarot.com

Attachment: Community Center Cab Heater and AHU Coil Costs (6596 : Recommendation from F/P Committee to Authorize Comm Ctr Boiler

B.A.T.I.

P.O. Box 669
GREEN LAKE, WI 54941

Invoice

DATE	INVOICE #
12/31/2017	4854

BILL TO

City Of Depere
925 S. 6th Street
De Pere, WI 54115

P.O. NO.	PROJECT
Eric	

DESCRIPTION	AMOUNT
Emergency service visit - Cliff Nitz - Community Center - 12-25-17 - Frozen coil at entry cabinet heater. Failed control transformer. Also discovered frozen AHU coil. Worked with Tweet / Garot to restore heat with manual control of boilers and pumps.	
(1) On-site service hour @ \$139.00	139.00
(2.5) Drive hour @ \$69.00	172.50
(120) Vehicle miles @ \$1.19	142.80
Service visit - Cliff Nitz - Community Center - 12-26-17 - Identified and eliminated cause of transformer failure. Installed (2) new control transformers (one for controllers and one for devices).	
(2) On-site service hours @ \$139.00	278.00
(2.5) Drive hour @ \$69.00	172.50
(120) Vehicle miles @ \$1.19	142.80
(2) 75 VA transformer @ \$48.00	96.00
Total	\$1,143.60

Attachment: B.A.T.I Invoice for Repairs Community Center Boiler Repairs (6596 : Recommendation from F/P Committee to Authorize Comm Ctr

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Don Melichar

SUBJECT: Recommendation from the Board of Park Commissioners to Accept Project Proposal for the Construction and Installation of Backstop Nets on 3 Soccer Fields at SW Park by an Eagle Scout.

The Board of Park Commissioners at the January 18, 2018 meeting approved the Project Proposal from an Eagle Scout to Install Backstop Nets on 3 Soccer Fields at Southwest Park and moved to send it to Common Council for approval.

Issue: This memo is to seek Common Council's approval for the De Pere Parks, Recreation and Forestry Department to accept a Project Proposal from an Eagle Scout to construct and install backstop nets on the north end of 3 soccer fields at SW Park. (Please see the attached proposal)

Summary: The Eagle Scout Service Project Proposal from Scout Adam Brada details plans to fund raise and acquire materials to build the nets at SW Park. The approximate value of the donation may be \$6600. I have spoken to Adam and he will be recruiting volunteers to help him in his quest. His goal will be to build 3 nets, but if he falls short he will at least try to raise enough for the 2 eastern most fields as these are the biggest concern.

Thank you for your consideration in this matter. If you have any questions, concerns or comments, please do not hesitate to contact me.

ATTACHMENTS:

- Adam Brada Eagle Project copy 1-18-18 (DOCX)

Eagle Scout Service Project Proposal:
Adam Brada
Troop 1139

Description of Project: Install backstop nets on the north fields behind the north soccer goals at Southwest Park.



Reason it is needed: Balls are kicked over the goal and into the thickets and delays the game for kids because they have to go get it.

Materials required: cement, nets, posts, any tools to place the backstop nets

Estimated cost: The nets and posts are about \$1,750 each plus \$160 shipping and \$275 for the cement that will be used and any equipment needed to be rented = \$2,185 per field.

Source of funds: Donations from families who have kids that play soccer on the fields, Boy Scout families and my church/school.

Estimated date of completion: May 2018 or June 2018

Estimated time to do installation: one weekend

Estimated number of people needed to do installation: around 12 to 15 .

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Recommendation from the Board of Park Commissioners to Consider Locating the Bandshell at a Different Park.

The Board of Park Commissioner's at the January 18, 2018 meeting made the recommendation for Common Council to consider the location of the band shell at a different park.

After further discussion, the Board of Park Commissioner's felt it is not realistic to place a band shell of any type at Voyageur Park. The Park Board has suggested not eliminating the concept completely, but have staff investigate and/or research constructing a band shell suitable for City Band at a different park.

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Paula Rahn

SUBJECT: Resolution #18-06 Authorizing Green Bay Tennis Center, Inc.
Independent Contractor Agreement (Tennis Instruction).

The Board of Park Commissioners at the January 18, 2018 meeting approved the Recommendation to proceed with the Green Bay Tennis, Inc. Contractual Agreement to provide tennis lessons and moved to send it to Common Council for approval.

The Recreation Department is seeking approval to enter into an agreement with Green Bay Tennis Center, Inc. for the purpose of instructing youth and adult tennis lessons in our community. In the past, it has been hard for our department to find qualified instructors. We have also seen a decline in registrations for tennis so we're hoping to boost attendance with quality instruction. Thus, we have decided to work with Green Bay Tennis Center who will provide qualified instructors to teach the lessons during the 2018 summer season. They will be reimbursed 70% of revenue retained. Full details of the contract are attached which has been drafted by our City Attorney's office.

Thank you for your time and consideration.

ATTACHMENTS:

- Reso18-06 (DOCX)
- Green Bay Tennis Center (Tennis Instruction) 1-18-151-001-18(PDF)
- Exhibit A-Green Bay Tennis Center (PDF)

RESOLUTION #18-06

AUTHORIZING GREEN BAY TENNIS CENTER, INC.
INDEPENDENT CONTRACTOR AGREEMENT
(Tennis Instruction)

WHEREAS, the City wishes to purchase tennis instruction programming for youth, beginner, advanced and adult classes; and

WHEREAS, Green Bay Tennis Center, Inc. has the ability to provide qualified and capable staff to provide such services; and

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 Clerk Treasurer are authorized and directed to execute the attached Green Bay Tennis Center, Inc. Independent Contractor Agreement (Tennis Instruction), together with subsequent renewals thereof provided the terms and conditions are substantively similar and sufficient funds have been budgeted therefor.

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 6th day of February, 2018.

APPROVED:

Michael J. Walsh, Mayor

ATTEST:

Shana D. Ledvina, Clerk-Treasurer

Ayes:_____

Nays:_____

Green Bay Tennis Center, Inc.
Independent Contractor Agreement
(Tennis Instruction)

THIS AGREEMENT is made and entered into this _____ day of _____, 2018 by and between the City of De Pere, a Wisconsin municipal corporation ("City") and Green Bay Tennis Center, Inc., a Wisconsin Corporation ("Contractor").

WHEREAS, the City wishes to purchase Tennis instruction programming as set forth in Exhibit A; and

WHEREAS, the Contractor has the ability to provide qualified and capable staff to provide such services.

NOW, THEREFORE, in consideration of the above recitations and the mutual covenants, promises and obligations of the parties set forth herein, the receipt and sufficiency of which is acknowledged by each party for itself, the City and the Contractor agree as follows:

1. Term

The term of this Agreement shall be from June 1, 2018 to August 31, 2018 or until service is completed, whichever occurs first. By mutual consent of the City and the Contractor, the parties may agree to extend this Agreement for subsequent terms.

2. Competency, Timing and Cooperation

The Contractor agrees to provide fully qualified instructors for the tennis instruction services, and shall commence, carry on and complete its obligation under this Agreement with all deliberate speed and in an economical and efficient manner in accordance with this Agreement.

3. Compensation

City shall pay the Contractor an amount equal to 70% of all registration fees collected for the programming offered. City shall pay the Contractor in full when they have fulfilled their obligations including make-up classes for any canceled classes.

4. Compliance with Laws and Indemnification

In conducting its activities under this Agreement, Contractor shall:

- a. provide only fully qualified individuals to conduct all programming activities in compliance with all applicable federal, state, and local laws, regulations, and ordinances (including nondiscrimination laws);
- b. secure all appropriate necessary public or private permits and consents;
- c. obtain and maintain all appropriate liability insurance for injury to any person or property arising from its activities relating to this Agreement. Contractor shall provide the City with a Certificate of Liability Insurance in an amount of not less than \$2,000,000 per occurrence naming the City as an additional insured thereunder, and shall provide City with the additional insured endorsement. Such liability insurance shall provide City with not less than 30 days' notice of cancelation; and

- d. to the fullest extent permitted by law, indemnify and hold harmless the City, its officers, officials, employees and agents from and any and all claims or demands for loss of or damage to property or for injury or death to any person from any cause whatsoever (including, but not limited to all fees and charges of attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused by the negligent acts or omissions of Contractor or Contractor's officers, directors, partners, employees, agents or contractors in the performance and furnishing of Contractor's services under this Agreement.

5. Confidentiality

The Contractor acknowledges that the City maintains participation records that may be protected as confidential under local, state, or federal law or ordinance and agrees to protect and maintain the confidentiality thereof.

Contractor further acknowledges that, as the Contractor to City, 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 they would otherwise be if maintained by the City. Contractor agrees that, within 10 business days of a written request of City, it shall forward to City any such contract or records maintained by Contractor as are requested by City. Such records shall be in the format requested by City provided that such records are kept and maintained in that format. City shall reimburse Contractor for its reasonable costs incurred in complying with this paragraph. Contractor also agrees to indemnify the City from all costs City incurs should Contractor fail to comply with these requirements.

6. Termination and Notice

Either party may terminate the Agreement for cause upon 20 days written notice mailed by first class mail, postage paid to the other party as follows:

If to City:

City of De Pere
Attention: City Clerk-Treasurer
335 South Broadway Street
De Pere, WI 54115

With a copy to:

City of De Pere
Attention: Recreation Superintendent
600 Grant Street
De Pere, WI 54115

If to Contractor:

Green Bay Tennis Center, Inc.
Attention: Kim Wedige Perna
1516 Fernando Drive
De Pere, WI 54115

7. Independent Contractor

Contractor agrees that it is an independent contractor and not an employee of the City for purposes of the services rendered herein. Contractor shall secure at its own

expense all personnel necessary to carry out its obligations under this Agreement. Such personnel shall not be deemed to be employees of the City nor shall they have or be deemed to have any direct contractual relationships with the City.

8. No Assignment/Entirety of Agreement/Severability

Contractor may not assign this Agreement, in whole or in part, to any other individual or organization without the written consent of City. This Agreement contains the entire Agreement between the parties and supersedes any and all oral agreements and negotiations between the parties relating to the subject matter hereof. If any provision of this Agreement is held invalid, illegal or unenforceable by any court of final jurisdiction, all other provisions of this Agreement be interpreted to remain valid, enforceable, and binding on the parties.

9. Authority

By signing below, the person hereby represents they have the authority to sign this Agreement and bind the respective party to the terms and conditions contained herein.

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

GREEN BAY TENNIS CENTER, INC.

By:

CITY OF DE PERE

By:

Print Name: Kim M. Wedige Perna

Title: General Manager

Michael J. Walsh, Mayor

Shana D. Ledvina, Clerk-Treasurer

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EXHIBIT A
Green Bay Tennis Center, Inc.
(Tennis Instruction)

LOCATION: Legion Park Tennis Courts VFW Park Tennis Courts
1212 Charles Street, De Pere 730 Grant Street, De Pere

DATES/TIMES: To be determined at a later date, agreed upon by both parties. All classes will be one hour in length for all participants: youth, beginner, advanced or adult.

CLASS SIZES: All classes will need a minimum of four (4) participants to run. It will be at the discretion of Green Bay Tennis Center to run classes below this minimum.

PARTICIPANT COST: \$38/Resident and \$53/Non-resident.

PAYMENT FOR TENNIS COACHES: Upon completion of the tennis sessions, Green Bay Tennis Center shall be paid as follows: 70% of total fees collected by the City for the programming offered.

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Resolution #18-07 Authorizing Cooperation Agreement Between the City of De Pere and the Unified School District of De Pere.

The Board of Park Commissioners at the January 18, 2018 meeting approved the draft agreement with the De Pere School District for tennis court lighting and moved to send it to the Common Council for approval.

The De Pere City Council approved giving \$15,000 to the De Pere School District for the purpose of lighting their tennis courts. At our January meeting the Park Board approved the following criteria to be included in the agreement.

- Funding can only be used for capital costs related to installing lights at De Pere High School Tennis Courts.
- The City shall participate in capital related costs only, and not ongoing maintenance or operating costs.
- The courts shall be open to the public when not scheduled for events, meets, or other special programming.
- The agreement shall last as long as the lights remain in operation at the tennis courts.
- The City shall pay \$15,000 to the De Pere School District once the lights have been installed and are operational.

The draft agreement has been reviewed by the De Pere Unified School District and approves of the language.

ATTACHMENTS:

- Reso18-07 (DOCX)
- Coop Agreement USDDP Tennis Court Lighting (2018)-133-001-18 (PDF)

RESOLUTION #18-07

AUTHORIZING COOPERATION AGREEMENT BETWEEN
THE CITY OF DE PERE AND THE UNIFIED SCHOOL DISTRICT OF DE PERE
(Tennis Court Lighting)

WHEREAS, the De Pere Tennis Club is working to fund installation of lights for six (6) tennis courts at De Pere High School; and

WHEREAS, the City is interested in donating up to \$15,000.00 to assist in funding the for the light installation; and

WHEREAS, the City and the Unified School District of De Pere ("School District") wish to engage in the beneficial cooperative exchange of services and facilities to provide services to the public and promote the public interest in the effective and efficient use of limited public resources, and the School District wishes to accept the financial support of the City under the terms and conditions of the Cooperation Agreement as is attached hereto; and

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 Clerk-Treasurer are authorized and directed to execute the attached Cooperation Agreement Between the City of De Pere and the Unified School District of De Pere.

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 6th day of February, 2018.

APPROVED:

Michael J. Walsh, Mayor

ATTEST:

Shana D. Ledvina, Clerk-Treasurer

Ayes: _____
Nays: _____

Attachment: Reso18-07 (6629 : Resolution #18-07 Authorizing Cooperation Agreement with USDDP-Tennis Court Lighting)

**COOPERATION AGREEMENT
BETWEEN
THE CITY OF DE PERE AND
THE UNIFIED SCHOOL DISTRICT OF DE PERE
(Tennis Court Lighting)**

THIS AGREEMENT is entered into this ____ day of _____, 2018, by and between the City of De Pere, a municipal corporation ("City") and the Unified School District of De Pere, a Unified School District ("School District").

WHEREAS, the De Pere Tennis Club is working to fund installation of lights for six (6) School District tennis courts located at De Pere High School, 1700 Chicago Street, De Pere, Wisconsin; and

WHEREAS, the City is interested in donating up to \$15,000.00 to assist in funding for the lighting installation, subject to the terms and conditions of this Agreement; and

WHEREAS, the School District wishes to accept the financial support of the City as described herein; and

WHEREAS, the City and School District wish to continue cooperating in providing services to the public under the terms and conditions provided herein.

NOW THEREFORE, upon the promises and covenants contained herein and upon such other consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree to the following:

I. OBLIGATIONS OF THE PARTIES

- A. All funds contributed by City shall be used solely for capital costs related to the purchase and installation of lights at the School District outdoor tennis courts.
- B. No funds contributed by City shall be used for any costs associated with maintenance, repair or operating costs related to lighting of the School District outdoor tennis courts.
- C. City's remittance of its \$15,000.00 contribution to the School District is contingent upon the lights being fully installed and operational. School District shall notify City in writing once this contingency has been satisfied. City shall remit its contribution to School District upon verification of the same.

- D. School District agrees that the lighted outdoor tennis courts shall be open and available to public use when not otherwise scheduled for events, meets or other special programming.
- E. School District shall recognize the City's financial contribution consistent with other donors.
- F. School District shall indemnify and hold harmless City from and against any and all claims, actions, costs, expenses (including reasonable attorney's fees), losses, damages, injuries or liabilities arising from or on account of any claim, action or proceeding brought against the City in connection with the School District outdoor tennis court lights. Notwithstanding any other portions of this Agreement, nothing contained herein is intended to waive or estop the School District or its insurer to rely upon the limitations, defense, and immunities contained within Wis. Stats. §893.80.

II GENERAL PROVISIONS

- A. Term of Agreement. This Agreement shall remain in full force and effect as long as the lights remain operational.
- B. Amendment. Any change in the terms or conditions of this Agreement shall be by written Amendment and signed by the parties.
- C. Assignment. The rights and obligations of the Parties under this Agreement are personal as between them, and they may not be assigned, transferred or conveyed in any manner by any Party without the prior written consent of the other Party.
- D. Notice. Any and all notices and demands shall be in writing delivered in person or by first class mail, registered or certified, postage paid, return receipt requested, or delivered by a recognized overnight carrier service with proof of delivery and addressed to all the appropriate party as follows:

If to City:
City Clerk-Treasurer
335 S. Broadway Street
De Pere, WI 54115

If to School District:
Dr. Ben Villarruel, Superintendent
1700 Chicago Street
De Pere, WI 54115

- E. Governing Law. This Agreement shall be deemed to have been made in Brown County, Wisconsin and shall be governed by, construed under and enforced in accordance with the law of the State of Wisconsin, except as otherwise provided herein. All actions or proceedings relating directly, or indirectly, to this Agreement shall be venued in Brown County, Wisconsin.

Tennis Court Lighting
Cooperation Agreement
Page 3 of 3

- F. Authorization. The persons signing this Agreement warrant that they have been authorized to enter into this Agreement by and on behalf of their respective Parties and that they have full and complete authority to bind their respective Parties by executing this Agreement
- G. Entire Agreement of the Parties. This Agreement contains the entire agreement and understanding concerning the subject matter between the Parties and supersedes and replaces any and all prior negotiations, proposed agreements, and agreements written or oral. Each acknowledges that no other party, nor any agent of any party, has made promise, representation, or warranty whatsoever, expressed or implied, not contained herein, concerning the subject matter hereof, to induce the other party to execute this Agreement; and each party acknowledges that it has not executed this Agreement in reliance on any such promise, representation, or warranty not contained herein.
- H. Severability. The provisions of this Agreement are severable, and if any provision is found to be invalid, unenforceable, or void by a court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect and shall not be affected, impaired or invalidated unless the effect of holding the provision invalid, unenforceable or void defeats the entire purpose of the Agreement.

**UNIFIED SCHOOL DISTRICT
OF DE PERE**

By:

Name: Dr. Ben Villarruel
Title: Superintendent

Name:
Title:

CITY OF DE PERE

By:

Michael J. Walsh, Mayor

Shana D. Ledvina, Clerk-Treasurer

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City of De Pere, Wisconsin



Request For Common Council Action

MEETING DATE: February 6, 2018

DEPARTMENT: Planning

FROM: Kimberly Flom

SUBJECT: Resolution #18-08 Authorizing Agreement for Consulting Services
Between the City of De Pere and SmithGroupJJR, Inc. (Cultural
District Master Plan)

ATTACHMENTS:

- Reso18-08 (DOCX)
- RFP CC Memo Consultant 2-2018 (DOCX)
- SmithGroupJJR_De Pere Cultural District Master Plan (Small) (PDF)
- SmithGroup Project Scope 2018 (PDF)
- De Pere WI Master Plan_Cunningham-12-20-17(PDF)
- Consultant Agreement-SmithGroupJJR(Cultural District Master Plan)1-30-18-157-001-18 (DOCX)
- Exhibit A-SmithGroupJJR Consulting Agreement-RFP Only (PDF)
- Exhibit B-SmithGroupJJR Consulting Agreement (PDF)
- Exhibit B-SmithGroupJJR Consulting Agreement Addendum (PDF)

RESOLUTION #18-08

AUTHORIZING AGREEMENT FOR CONSULTING SERVICES
BETWEEN THE CITY OF DE PERE AND SMITHGROUPJJR, INC.
(Cultural District Master Plan)

WHEREAS, the City is in need of a Cultural District Master Plan for the east side of Downtown De Pere to establish an achievable development and planning vision to create a distinguished hub of culture and arts to complement and support the Mulva Cultural Center Development; and

WHEREAS, SMITHGROUPJJR, Inc. has available and offers to provide personnel, professional assistance and equipment necessary to accomplish such services within the required timeframe; and

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Mayor and Clerk-Treasurer are authorized and directed to execute the Agreement for Services Between the City of De Pere and SmithGroupJJR, Inc., as is attached hereto, subject to such changes and revisions 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 6th day of February, 2018.

APPROVED:

Michael J. Walsh, Mayor

ATTEST:

Shana D. Ledvina, Clerk-Treasurer

Ayes: _____

Nays: _____

Attachment: Reso18-08 (6624 : Reso #18-08 Authorizing Agreement for Consulting Services with SmithGroupJJR, Inc.)

City of De Pere MEMORANDUM



To: Common Council
 From: Kimberly Flom, Economic Development & Planning Director
 Date: February 6, 2018
 RE: **Cultural District Master Plan – Consultant Recommendation**

Note: Due to the condensed timeline proposed for this project, the consultant recommendation is being provided to Council without initial review from the Finance/Personnel Committee.

Background/Summary

In fall of 2018, the City Council approved issuing a Request for Proposals (RFP) for a Cultural District Master Plan with a budgeted amount of \$80,000.

The City sent the RFP to four pre-qualified consultant teams. While all four initially expressed interest in the proposal, only two submitted RFP responses – SmithgroupJJR (teamed with Redevelopment Resources & Kimley Horn) and The Cuningham Group (teamed with AECOMM & Creative Community Builders). Both RFP responses are attached for review.

A panel of three City Staff (City Administrator, Development Services Director, City Planner) and two De Pere Cultural Foundation Inc. Board Members interviewed each firm in early January. Staff then contacted references and requested additional work samples from each team.

After reviewing the subsequent information, and meeting again with the interview panel, we recommend that SmithGroupJJR be selected for the project. A more refined scope of services provided by SmithgroupJJR is attached. If approved, staff will work to execute the contract in a timely manner in order to get the project started and keep the schedule on track for a May/June 2018 completion.

Recommendation

The interview panel recommends that the Common Council approve SmithgroupJJR to complete the Cultural District Master Plan for the amount of \$79,850.

If you have any questions regarding this item prior to the meeting, please contact me at 920-339-2370 or kflom@mail.de-pere.org.

City of De Pere, Wisconsin

Cultural District Master Plan

December 20, 2017

Attachment: SmithGroupJJR De Pere Cultural District Master Plan (Small) (6624 : Reso #18-08 Authorizing Agreement for Consulting Services

SMITHGROUP JJR

SMITHGROUP JJR

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

Re: City of De Pere Wisconsin Cultural District Master Plan - Request for Proposal

Dear Kim,

Great places are shaped by key moments in time. The addition of the Mulva Cultural Arts Center is a game-changing moment for the City of De Pere, and creating a Cultural Arts District has the potential to reinvent downtown DePere as a vibrant urban District that is the cultural hub of the region.

The return to vibrant urban Districts is a movement we fully embrace as designers. Rethinking how new development integrates with public spaces, and balances efficient vehicular movement with rich pedestrian experiences is at the core of our Urban Design Practice. We have assembled a diverse and experienced team that can offer you:

A Compelling Vision: Finding the right solution is equal parts rigorous exploration, diligence, and creative spark. We will build on our understanding of downtown East De Pere to embrace your needs and unique attributes, so our ideas come from a place of knowledge and our designs truly contribute to the creation of an authentic “place.”

Consensus Building: Our collaborative approach is stakeholder based, to bring together shared goals and crafting a strategy around them to develop solutions that create a positive impact that reaches beyond a site. We are frequently called upon to balance the needs of multiple entities working toward common goals. Our graphic, writing, presentation, and facilitation skills ensure that opportunities for participation are productive, meaningful, and fun.

A Proven Process: Providing well thought-out, exciting, and appropriate design solutions builds enthusiasm for projects and leads to our work successfully transitioning from illustrated idea to built work. Our approach integrates your input and goals with implementation strategies that lead to meaningful development tools and responsive built projects.

Local Knowledge and National Experience: Our team is formed at the intersection of local knowledge and national experience, with a thorough understanding of the public and private realm and cultural relevance at a multitude of scales.

The SmithGroupJJR team is pleased to present this proposal to the City of De Pere for design services for the Cultural Arts District. We understand decisions you make now will resonate with the community for decades. We are accustomed to the complexity of working in an existing urban community and seek out how that complexity can lend richness to a place. We tap into resources from architecture to event planning, from real estate to lighting design to craft an environment that works at all scales, on all days. We have the knowledge and depth of experience essential to provide you with design leadership at a game changing moment in the history of De Pere.

Thank you for the opportunity to submit our proposal. If you have any questions or require additional information, please feel free to contact Tom Rogers at 608.337.4402.

Sincerely,



Tom Rogers, Project Manager
 608.327.4402
 tom.rogers@smithgroupjjr.com



Gregg Calpino, Principal
 608.327.4404
 gregg.calpino@smithgroupjjr.com

Understanding.



The addition of the Mulva Cultural Arts Center creates a once in a generation opportunity to establish a cultural hub that spurs investment to make downtown a must-visit destination for the entire region. The City of De Pere seeks to revisit the development and planning goals for the east side of downtown De Pere, via a Cultural District Master Plan and ultimately create an implementable vision to complement and support the Mulva Cultural Center and the community.

East Downtown is well established, with historic charm, substantial mainstream retail, and a core of sit-down restaurants. Understanding a complementary and appropriate mix of future uses to support and enhance the existing business mix is paramount. Equally important is enhancing connections to and access along the Fox River, one of the key attributes of the District. While recommendations were made for these areas as part of the 2010 Downtown Plan, the addition of the new Cultural Center creates a new dynamic.

The primary focus of the project is the Core Zone, including both river and City portions. The City owned portions (Wells Park, the Front Street block, George Street Landing and a significant length of river frontage that connects to the City riverwalk) were identified as potential redevelopment areas in the downtown master plan. The City portion (the immediate surrounding blocks of the proposed Mulva Cultural Center, including the developed business area, Notre Dame Middle School and St. Francis) will be directly influenced by the Mulva Cultural Center.

The Core Zone will be studied in greater detail with emphasis on near term projects. In particular, a market analysis will encompass the entire Core Zone (City and riverfront) and Secondary Zone. The Front Street block will be the primary study area for in-depth market analysis, redevelopment concepts and focused implementation strategies. More time and detail will be invested on this block to develop implementable solutions for the near future, which will serve the greater community best in the long-term. Detail such as a redevelopment pro-forma for specific properties will help inform the City of the scope and scale of the potential projects.

The Secondary Zone, generally made up of the remainder of East Downtown De Pere will actively influence the Cultural District. Planning concepts will identify redevelopment opportunities to improve the urban character of downtown De Pere and the Cultural District. The market study will consider the mix of uses and potential businesses that could thrive in this location by analyzing gaps in the current mix and recommending small scale, impact level and transformative recommendations to meet the City's goals in this area.

The city would like to conduct a two to three day charrette process to explore alternatives, culminating in a sub-area plan for the area, with a focus on the Front Street block and Core Zone. The charrette will bring together diverse stakeholders with unique goals, needs and interests and provide a format that allows for exploration and iteration through a dynamic and integrated process, led by a strategically created team with expertise in urban design and planning, economic development, traffic, sustainability and engineering. The results of the charrette should articulate clear goals and values and result in a sub area plan and concepts for public spaces as well as a clear, realistic and contextually sensitive implementation strategy focused on the Front Street Block.

A successful project will set a new tone for downtown De Pere as a Cultural District and regional destination. The plan will support the Mulva Cultural Center while enhancing the existing business environment, facilitating additional development and improving the public realm. The plan must be based on a clear understanding of the existing and potential future market, and public-sector investment and timelines. The Cultural District Master Plan should be flexible and adaptable. The plan will form the basis for the city to adopt new codes and guidelines for development in keeping with progressive and modern Cultural Districts nationwide.

Reframing downtown De Pere as the hub of culture and art for the Greater Green Bay Metro Area will require an open-mindedness to creativity and new ideas toward the seemingly standard amenities such as zoning codes, parking, traffic, public spaces and public sector involvement in redevelopment of commercial properties.



COMPELLING VISION.

We often measure the success of a place by how well it is loved, and find the most loved places embrace their history, while looking towards the future. East De Pere has a unique and well-defined sense of place, with a vibrant community, historical architecture and a prominent location along the Fox River. The Cultural District can build upon these unique attributes and create a forward looking destination. Inserting a creative spark can shine a new light on a place and highlight its underlying fabric, while making it feel new again.



Milwaukee Harbor District | Milwaukee, Wisconsin



North Avenue Entertainment District | Wauwatosa, Wisconsin



AT&T Performing Arts District | Dallas, Texas



Community District | Warren City, Michigan



UW Madison Alumni Park | Madison, Wisconsin

CONSENSUS BUILDING.

Successful Cultural Districts involve complex, adaptive systems that are interdependent. They emerge from the needs and values of the community, from public spaces, to private property owners. Our role is to facilitate conversation and explore alternatives that demonstrate how to connect people to their amenities. We build consensus, generate support and create alliances through a holistic approach that ultimately enhances economic development and builds upon your cultural assets.



North Ave. Entertainment District | Wauwatosa, Wisconsin



Burlington Downtown Riverfront Charrette | Burlington, Iowa



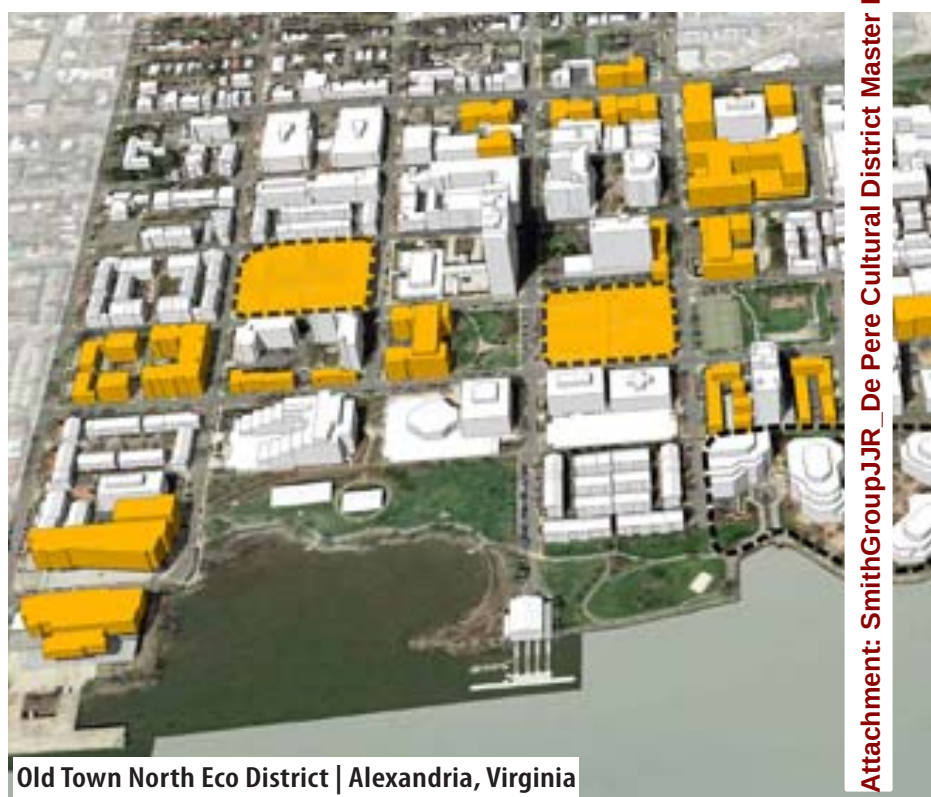
Riverfront North Charrette | La Crosse, Wisconsin



11.c



Harbor District Charrette | Milwaukee, Wisconsin



Old Town North Eco District | Alexandria, Virginia

Attachment: SmithGroupJJR De Pere Cultural District Master Plan (Small) (6624 : Reso #18-08 Authorizing Agreement for Consulting Services

PROVEN PROCESS.

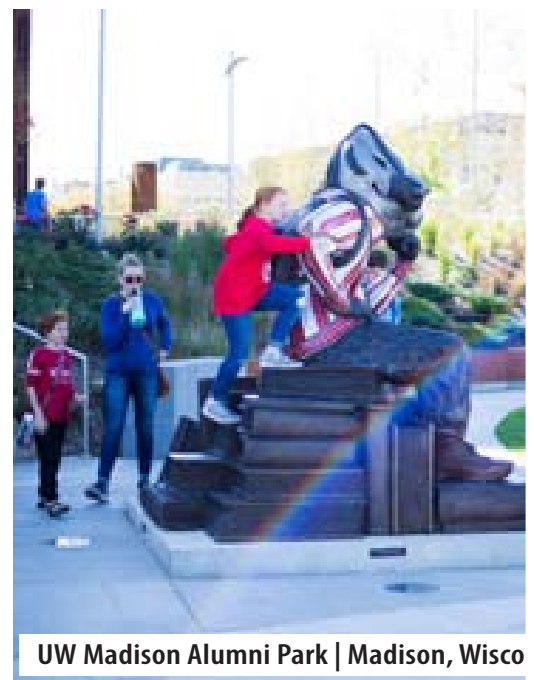
A Cultural District naturally builds on what exists today, and it should safeguard, enhance, and elevate what is special about a community through creative and economic growth. East Downtown is a special place with a great foundation. To ensure plans and improvements support this environment, a clear process that encourages engagement is essential. We will work closely with you to develop market based solutions, implementation, and funding strategies to bring them from plan to fruition. We provide a deep understanding public-private partnerships, and the technical know-how to anticipate obstacles and craft a strategy for success.



Port Washington Commercial District | Port Washington, Wisconsin



Eastern Market District | Detroit, Michigan



UW Madison Alumni Park | Madison, Wisconsin



Downtown Detroit RiverWalk | Detroit, Michigan



Art Museum Promenade | Milwaukee, Wisconsin

LOCAL KNOWLEDGE | NATIONAL EXPERTISE.

A Cultural District must be unique and build upon the history of a community, its land-use, environment, and cultural development. But, it must also be broad-minded in its solution, considering not only existing context, but the greater arc of its cultural context drawing from a wide influence to enhance and celebrate what is special. We will leverage our experience throughout Wisconsin and the Great Lakes, with a nationwide pool of resources to ensure we understand both the big picture, and the details that make your project special.



Candlestick Pointe Development | San Francisco, California



Southwest Waterfront Hotel District | Washington D.C.



UW Madison Union Community Terrace | Madison, Wisconsin



Milwaukee Discovery World | Milwaukee, Wisconsin



Historic Millwork District Dubuque, Iowa

Awards

National Award for Smart Growth
Neighborhood Revitalization, EPA, 2013

1000 Friends of Iowa
Best Development Awards of 2012

Roads & Bridges Magazine
Top 10 projects of the Year (National Award)

Iowa APWA Transportation
Project of the Year (\$5 to 25M)

Iowa APA Implementation Award for 2012

The Historic Millwork District is a vibrant district of downtown Dubuque in a formerly underutilized industrial area. Over one million square feet of space was transformed into a mixed-use adaptive reuse district with rehabilitated warehouse buildings that are now home to a thriving arts community. The area now provides trendy office and retail space, artist studios, rental/condominium residential, restaurants, and entertainment venues. The design of a public square in the heart of the district serves as a focal point featuring seasonal markets, outdoor performances, and civic activities.

SmithGroupJJR worked with the City to develop creative redevelopment and streetscape improvements that have completely rebranded the area using sustainable streetscape and architectural design features reminiscent of the district's rich past. The project included redevelopment of 18 blocks within the district, all of which received "Green Streets" sustainable design strategies. This included reusing much of the existing historic brick pavers, incorporating flow-through planters along the streetscape, and permeable pavement in the alleys and parking areas.

Since its completion the area has seen a boost in activity and has attracted a diverse community of artists, retail vendors, and mixed-use tenants. The project has also received recognition and awards from various planning, transportation, and redevelopment organizations.





The District Detroit Event Center Detroit, Michigan

The District Detroit is a walkable, livable, sports and entertainment district linking Midtown and Detroit along Woodward Avenue. The 60-block District comprises five new, mixed-use neighborhoods each anchored by the city's best sports and entertainment venues, including the Detroit Event Center (new home of the Detroit Red Wings), Fox Theatre, Masonic Temple, Comerica Park, MotorCity Casino Hotel, Ford Field, Detroit Opera House and the Fillmore Detroit. The District is playing a key role in the revitalization of Detroit by linking existing development efforts and current residents with new development, new residents, jobs, visitors and businesses. In addition, the District features two station stops along the new 3.3 mile M-1 RAIL Streetcar line.

SmithGroupJJR provided site planning and design for the District's 2 million square feet of new mixed-use restaurant, retail, office, and residential development, including diverse and transformational streetscape improvements (e.g., new roads, pedestrian walks, lighting and utilities); a large special event plaza, flexible public open space, beer garden, festival street, and entrance plazas for the Detroit Event Center; and a network of open spaces comprised of new and renovated parks, including historic Cass Park, the mixed-use neighborhood space at Comerica Park and a new park in the Columbia Park neighborhood.







Madison Yards at Hill Farms

Madison, Wisconsin

Madison Yards at Hill Farms will be a vibrant mixed-use community within a community in Madison, Wisconsin. The project is envisioned as an experience-oriented, future-focused place to work, live, be social, be seen, dine, shop, and enjoy life as part of Madison's progressive and craft culture.

Madison Yards will build upon the eclectic and fun vibe of the city while drawing inspiration from the beautiful natural and man-made landscapes of southern Wisconsin. With a character that straddles the line between rustic and modern, funky and refined, farm and city, familiar and exciting, it will be a destination for people throughout the city. Integrated into the fabric of the neighborhood, it will be a place where friends meet after work and where neighborhood families come to pick up produce.



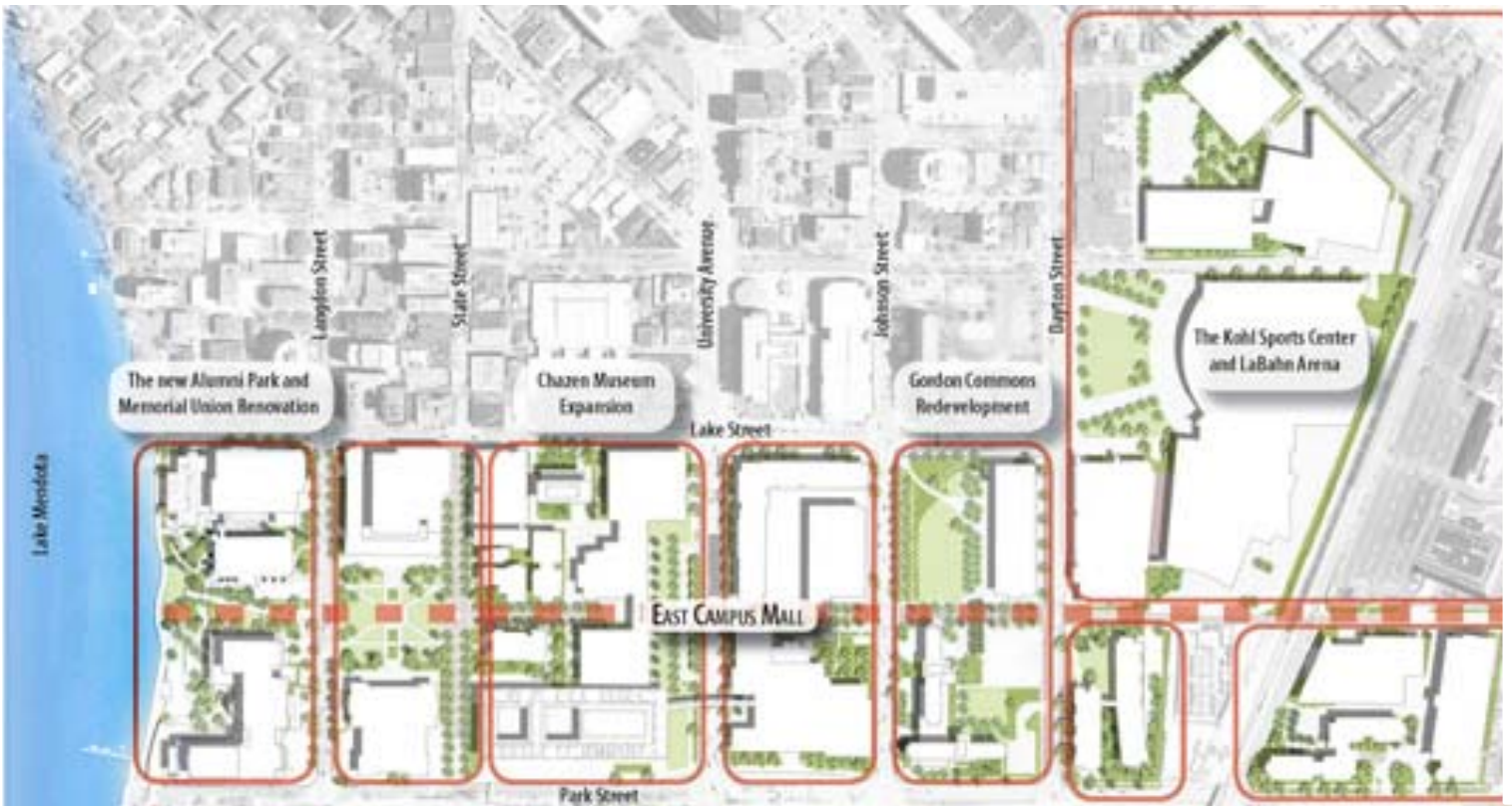
University of Wisconsin Madison East Campus Gateway & University Square

Madison, Wisconsin

The University of Wisconsin-Madison East Campus Gateway Master Plan has played a key role in realizing the University's 100-year old planning and design vision for East Campus Gateway.

The mall connects UW-Madison's central campus to Lake Mendota along a unified, seven-block pedestrian mall. The Gateway reaches from the Regent Street/Kohl Center area to the Memorial Union and Terrace on Lake Mendota, and serves as the main transition between the University campus and Madison's neighborhood and commercial districts. With its distinctive pavements, materials and entrance features, the Gateway has successfully established a safe, bike/pedestrian passageway that has helped rebrand the area as a lively and attractive destination for campus and community events.

The success of each completed project has continued to build forward momentum for the University in elevating a new front door to the campus, and has created an active interface and destination where campus and community connect. From a planning and design perspective, this is one of the project's most important achievements: fostering and advancing a truly urban campus environment that makes the University an integral and integrated part of the urban fabric.



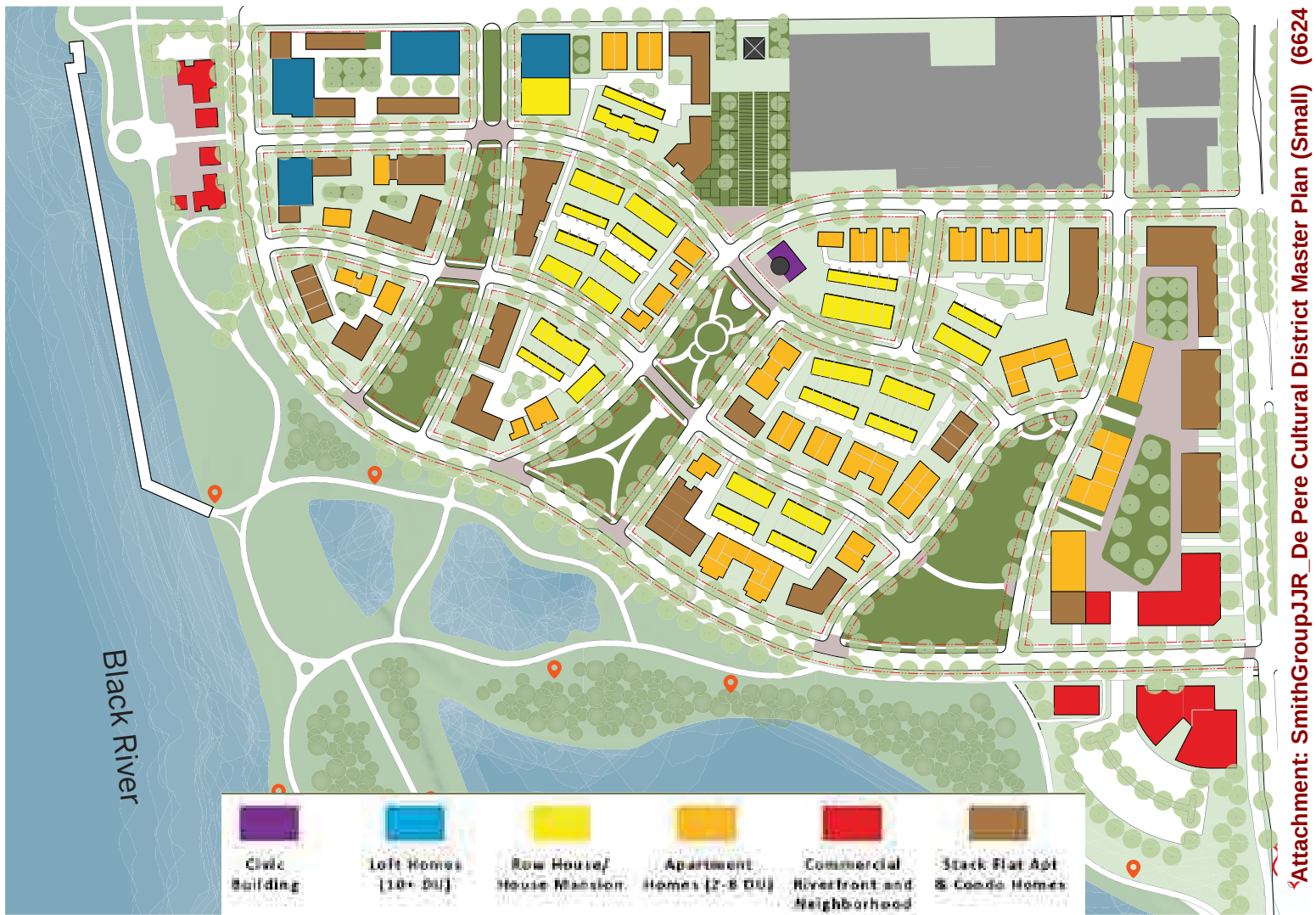
La Crosse Riverside North Development

La Crosse, Wisconsin

SmithGroupJJR was a leading team member for a redevelopment plan to transform a brownfield site along the Mississippi River into a thriving and sustainable mixed use neighborhood. The plan reconnects the community to the river and creates a unique livable, walkable place that capitalizes on its dramatic waterfront setting. Guiding principles include employing placemaking ideas that create an identifiable sense of place, embrace the confluence of rivers, promote community well being, respect the diversity of site edge conditions, provide walkable connections between buildings and attractions, and achieve a mix of uses that leverage the uniqueness of the Northside River and that supports urban riverfront living.

One of the key drivers for the layout of the proposed neighborhood were the +30 acres of open and forested wetlands and extensive riverfront embankments. This is achieved through the alignment of a new multimodal parkway and the introduction of three linear eco-extensions or “green fingers” up into the new redevelopment. As a formalized edge, the parkway provide physical and visual access to the site’s environmental riches for residents and visitors alike. Each district fronts along one of the three primary green finger public spaces as well as the new parkway.





Attachment: SmithGroupJJR_De Pere Cultural District Master Plan (Small) (6624 : Reso #18-08 Authorizing Agreement for Consulting Services

Scope of Services.

The following clarifies our approach for the scope and fee outlined in the proposal. Beyond the detail indicated, we do not have additional changes to the scope or deliverables at this time.

Phase 1: Due Diligence and Background Research

Project Kickoff Meeting

The SmithGroupJJR core team will attend a kickoff meeting with the City's Planning and Economic Development team (the City) to establish project goals and objectives, define the charrette and stakeholder engagement process and coordinate data gathering. In addition we will outline parameters for Economic / Market Analysis and Pro Forma to clarify focus and intent.

Data Gathering:

We will gather information from City representatives on the existing site and surrounding context, including previously completed plans, studies and reports. We will draw on this information to analyze conditions and identify opportunities to meet the planning goals for the site. This effort will address the following:

- Review of current guiding documents (Comprehensive Plan, Downtown Plan, zoning code, main street guidelines)
- Property inventory and analysis
- Land use and business mix inventory and analysis
- Utilities
- Existing structure and conditions
- Environmental
- Economic / market analysis
- Financial pro forma
- Understanding of local development climate and construction costs

Phase 1: Meetings and Deliverables

- Attend kickoff meeting
- Economic / market analysis
- Guidelines for financial pro forma
- Existing document summary

Phase 2: Vision & Design

Pre-Charrette

The SmithGroupJJR team will attend a WebEx meeting with the City to review the results of the data gathering stage and outline an agenda for the charrette that considers how to best engage key stakeholders.

The SmithgroupJJR team will conduct a 2-3 day charrette with key stakeholders. Our multi-disciplinary team will include urban design, architecture, landscape architecture, civil and traffic engineering and economic development consultants, encompassing the key aspects of urban design. We envision an intense multi-day work session based that will be finalized with the client, but generally structured as follows:

- Kickoff with key stakeholder group to review goals and opportunities, discuss site constraints and develop guiding principles
- Based on guiding principles will we develop a program and outline potential design alternatives
- The alternatives and principles will be discussed in a public programming workshop
- Based on the results of the workshop the design team will develop alternative concepts and meet with key stakeholders
- A preliminary master plan will be generated and shared in an open house

Phase 2: Meetings and Deliverables

- Charrette Preparation Meeting
- Charrette attendance and plan alternatives

Phase 3: Summary

Following the charrette, we will meet with the City via WebEx to review the plans, goals and objectives and select a preferred approach. We will then develop the preferred option into an overall master plan for the district that sets a vision for a vibrant, dynamic Cultural District that can transform the area into a regional destination while responding to the surrounding context and addressing existing conditions.

The plan will incorporate public and private property to identify potential development patterns and land uses, considering opportunities to create high quality public spaces and develop properties. Open spaces will enable community gathering and take advantage of proximity to the Fox River.

Task 3 Deliverables

1. Summary of due diligence and background research
2. Summary of charrette process and feedback

3. Economic analysis for entire geographic area and financial pro forma for Front Street Block

4. Subarea plan for entire area – differentiated by zone.

May include (but not be limited to)

- a) Public spaces
- b) Design intent – possible design/material guidelines
- c) New buildings
- d) Building height and massing recommendations
- e) List of businesses/land uses that fit economically with the redevelopment plan and also create cultural synergy

5. Implementation strategy that may include (but not be limited to)

- a) Regulatory recommendations
- b) Incentive policy
- c) Operational and programming recommendations

Time	2-May	3-May	4-May
		7:00 - 8:00am Design Team/CCPR Team Breakfast Debrief	
8:00 AM		8:00 - 9:00 AM Project Team Coordination Meeting	8:00-9:00 AM Breakfast Debrief w/ CCPR Team
9:00 AM	Guided Public Site Tours on the Hour: 8, 9, 10 AM	9:00 - 11:30 AM Develop Alternative Design Concepts	Production Design
10:00 AM			Consultants Prepare Conc Alternatives
11:00 AM	11:30-1:30 PM Design Team/CCPR Team/Steering Committee Working Lunch: Review Goals, Opportunities, Issues, Guiding Principles, Program	11:30-1:30 PM Review Alternative Concepts with Steering Committee Working Lunch	Working Lunch
NOON			
1:00 PM		1:00-2:00 PM Technical Meeting #1	Production Design b Consultants
2:00 PM		2:00-3:00 PM Technical Meeting #2	
3:00 PM	Organize Program and Alternative Design Options	3:00-4:00 PM Technical Meeting #3	
4:00 PM		4:00-5:00 PM Technical Meeting #4	
5:00 PM			
6:00 PM	Meeting Set Up	Meeting Set Up and Team Dinner	Meeting Set Up
7:00 PM	6:30 - 8:00 PM Community Meeting #1, Issues/Ideas & Programming Workshop	6:30 - 8:00 PM Community Meeting #2, Alternatives Pin Up	6:30 - 8:00 PM Community Meeting #3, Op House Review of Prelimina Master Plan
8:00 PM			
9:00 PM	Team Dinner/Debrief	Studio Closed Continue Design Work/Production	Studio Breakdown
			Charrette Technical Meeting Input From CCPR Staff, et. al
			Public Meetings- Community Input w/CCPR Tea Steering Committee Participa at Workshop Activities / Discussions, Design Review, Open House Discussions



Fee Proposal.

The scope of work outlined in the proposal represents a comprehensive approach to create a strong vision for the Cultural District and craft a strategy for implementation. Our work plan is structured on open and on-going communication, developing a deep understanding of your needs and working with you to identify and build a strategy around clear, attainable goals that provide a framework for you to build and maintain momentum. We understand the fee proposal is a singular step in an ongoing process, and our creative and flexible team is open to working with you to fine tune the scope and deliverables to help you get the most out of the process.

	Fee
Task 1: Due Diligence and Background Research	\$22,650
Task 2: Vision and Design	\$38,550
Task 3: Deliverables	\$18,650
Total	\$79,850

Timeline.

KICKOFF MEETING

Map out key objectives, stakeholders and outreach and define success.



PRE-CHARRETTE

Review data and develop outreach strategy and charrette approach.

JANUARY

MARCH

FEBRUARY

DATA GATHERING

Build a deep understanding of intrinsic value to build on and identify potential opportunities.



TE
ing, develop
and finalize
.

RCH



FINAL REPORT

Craft an implementation strategy that creates momentum and lays a groundwork for success.

MAY

APRIL

CHARRETTE

Engage Stakeholders with an interactive strategy that develops plans and aligns partnerships.



Our Team.

At SmithGroupJJR, we create vital and livable downtowns, urban neighborhoods, parks, and public spaces for people in cities and communities of all sizes. By building on each community's particular assets, we design environments that welcome people and communicate a unique sense of place. These qualities have enduring value, and our work is eloquent testimony to the sensitivity and quality we bring to each project.

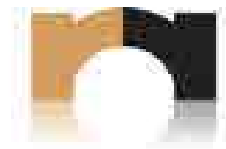
We improve cities and urban places through planning guidelines, development projects and refined details that strengthen and identify values. We capitalize on the economic value of existing infrastructure including government, institutional, cultural and entertainment assets. Our approach results in plans and projects that promote activity and enjoyment, support business development, and achieve exciting and livable urban environments whose vitality and life attract continuing investment.

We believe planning and design initiatives should build resilient economies and communities, regenerate damaged ecosystems, encourage healthier lifestyles and, at the same time, reduce global impacts. We recognize that urban planning issues are highly interrelated across scales and across systems, both built and natural. Integrating sustainability principles throughout the planning process allows us to respond efficiently to complex issues and develop solutions that enrich the urban experience, breathing new life, social equity and economic vitality into the community.

The SmithGroupJJR team also includes Redevelopment Resource and Kimley-Horn, who each bring a unique understanding to the key issues we will address. Redevelopment Resources will provide economic analysis, develop proformas and help craft an implementation strategy. Their experience in both the public and private sector will provide a tremendous advantage. Kimley Horn will provide expert transportation planning services during the charrette

Kimley » Horn

Clients know that our engineers, planners, and environmental scientists apply creativity and rigor to deliver outstanding results. We have a long track record of developing solutions that save our clients time and money, and can share real-world examples of cases where we've identified savings that surpass our fees. Whether your business is national or local, and whether your projects involve public infrastructure or private development, we seek to reduce your risk and increase your success.



REDEVELOPMENT RESOURCES

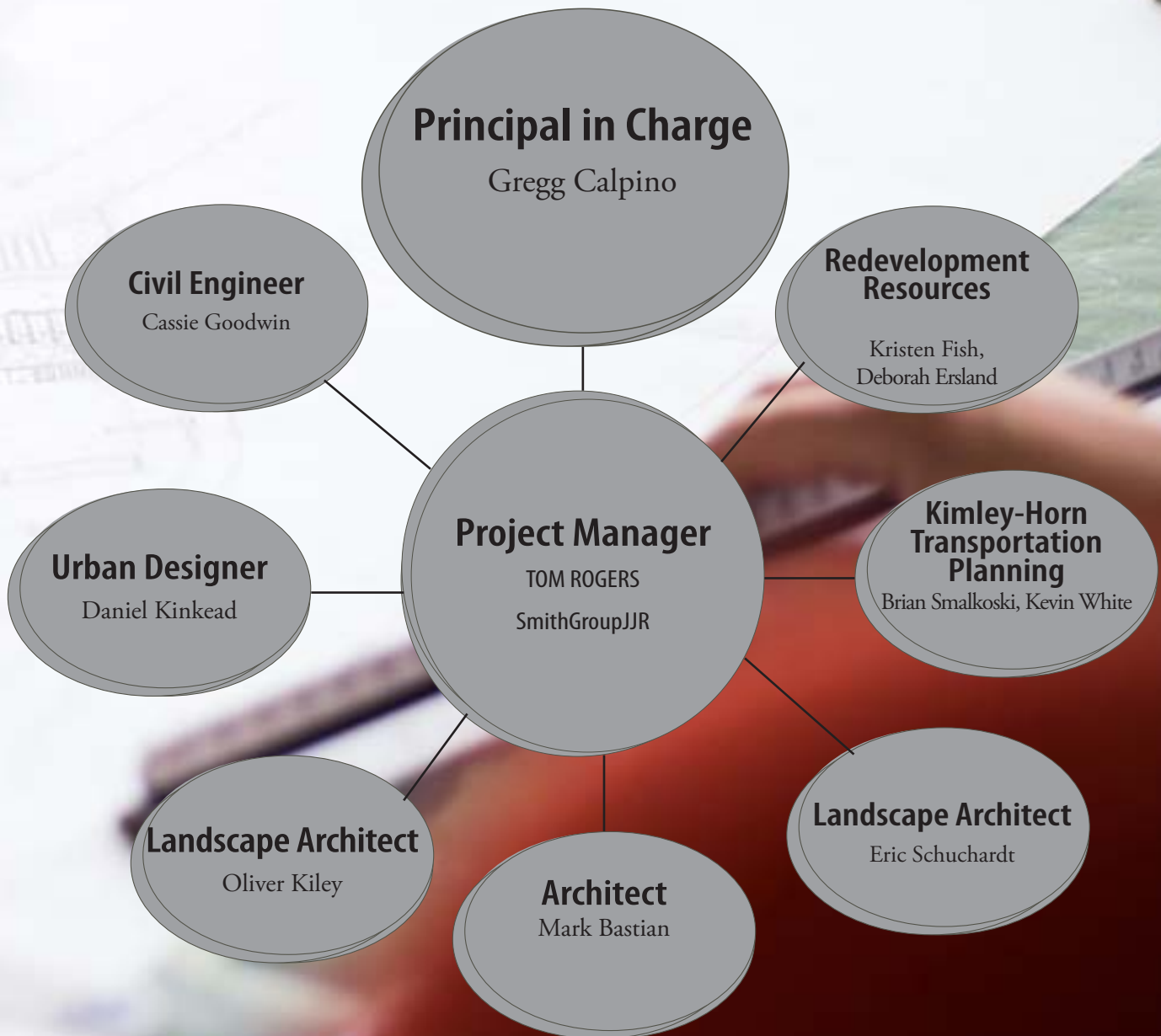
Redevelopment Resources provides customized solutions for the development & redevelopment of communities. Our staff of experienced, proven practitioners offers the insight and resources needed to successfully address the unique challenges found in communities of all sizes.

Whether you represent a municipality, private organization, or are a developer or property owner, we are able to create custom, targeted strategies that are cost effective. We are a full-service firm, which means we can provide solutions as an external partner or as an extension of your staff — so when you choose Redevelopment Resources, you choose implementation. You choose results.





KEY PERSONNEL



Tom Rogers

Landscape Architect



Education

University of Wisconsin
Bachelor of Science Landscape
Architecture 2001

Registrations

Registered Landscape Architect
Colorado #628

Affiliations

ASLA Member

Hyperform Design
Co-op Member

Tom Rogers is a landscape architect and serves as lead designer in the Madison office of SmithGroupJJR. Tom's expertise lies in creating distinct and memorable spaces for people. His experience includes a broad cross section of project types from small urban areas, to community and neighborhood redevelopment. He is adept at working with multiple disciplines and stakeholders to develop beautiful and sustainable solutions that embrace the values of a community to create powerful opportunities for positive growth.

North Avenue Entertainment District, Wauwatosa, Wisconsin

Urban design and planning for the redevelopment of an urban center along the central business district corridor in Wauwatosa. The plans will include creating flexible event and gathering space with pedestrian friendly connects to area businesses and adjacent neighborhoods.

Hill Farms Redevelopment, Madison, Wisconsin

This new private development, centered around a public green that will host a weekly area farmer's market, will include residential, retail, restaurants, grocery, and professional and medical offices. SmithGroupJJR's services included urban planning and design, civil engineering, landscape architecture, and leading the public involvement process and City approvals for the private development team.

Two Rivers Waterfront, Two Rivers, Wisconsin

Planning and design for renovations and site improvements for a community park at the confluence of the West Twin River and East Twin River. New site improvements will provide public access to the waterfront. Landscape Architect.

Green Bay Botanical Garden Master Plan, Green Bay, Wisconsin

Schematic design for a new garden space for the Green Bay Botanical Garden. The overall goal of the Grand Garden is to create an amphitheater space accommodating performances for 1,500 attendees, while integrating GBBG's premier magnolia collection and providing support facilities for the 'Garden of Lights' winter display.

Downtown Riverfront Park, Sioux City, Iowa

SmithGroupJJR is currently working with the City of Sioux City on a riverfront park master plan for Larsen Park. Improvements will include better public access to the water with potential for riverfront water recreation, an outdoor performance venue and amphitheatre, and other park amenities.

Burlington Downtown Riverfront Park, Burlington, Iowa

SmithGroupJJR is currently working with the City of Burlington on the redevelopment of their riverfront property. The new design will also accommodate transient boater dockage and boat slips, as well as the ability to moor steamboats along the public riverwalk. The new plaza and waterfront design will also create a vibrant connection to the downtown city center.

Gregg Calpino, ASLA, LEED BC+C, NCI

Principal Landscape Architect | Charrette Manager



Gregg Calpino is a landscape architect with more than \$200 million in built master plans for parks and civic spaces. Gregg's planning and landscape architecture experience includes project director and designer for major master planning, design and renovation projects throughout the Midwest. His areas of expertise include being an NCI certified charrette manager, waterfronts, streetscapes, sub-area and corridor plans and community planning and involvement. Gregg has a demonstrated ability to lead complex, multidisciplinary projects with aggressive schedules and budgets and has proven success at guiding these projects through the public and stakeholder engagement process.

Education

Bachelor of Science, Landscape Architecture, University of Wisconsin, 1988

Registrations

Landscape Architect: Illinois, Indiana, Minnesota, Colorado, Wisconsin, Ohio

Certifications

LEED AP BD+C, US Green Building Council, National Charrette Institute (NCI)

La Crosse Riverside North Redevelopment, La Crosse, Wisconsin

Project Manager of multidisciplinary team that developed a sustainable neighborhood development plans for a 68-acre former brownfield site at the confluence of the Mississippi, Black and La Crosse Rivers. The plan, utilizing the innovative National Charrette Institute Charrette process, provides a complementary gateway to downtown, linkages to adjacent neighborhoods and fill missing regional trail gaps.

Grand Round North Loop, St. Paul, Minnesota

Project Landscape Architect for the northern thirteen miles of the St. Paul Grand Round, an urban greenway connecting the city's network of historic parks, parkways and community destinations, including the Mississippi River. The project includes holistic designs for placemaking and wayfinding and an integrated public art component.

Appleton Downtown Waterfront and Trails Plan, Appleton, WI

Senior landscape architect, park and trail planner on multi-disciplinary team developing long and short term development plans to guide Appleton's downtown revitalization and establish waterfront, open space and trail linkages. Plans were developed through a three day NCI community charrette.

Northerly Island Framework Plan, Chicago, Illinois

Lead a multi-disciplinary team that crafted a vision and implementation strategy for Chicago's 91-acre downtown park on Chicago's downtown lakefront. This sustainable park will balance environmental, recreational, educational elements and includes the design of a freshwater reef.

Downtown Riverfront Park, Chippewa Falls, Wisconsin

Refinement of the Downtown Riverfront Plan into an implementation plan. Focused on the development of a new riverfront festival park and enhanced entries at two of the city's major gateways, Bridge Street and River Street. Working as part of an integrated multi-disciplinary team, helped facilitate workshops to refine the riverfront design program.

Waterfront Master Plan, Fish Creek, Wisconsin

Lead waterfront planner and designer on community based plan for Fish Creek's downtown waterfront, including the Town's harbor and pier, beach, creek corridor and community linkages. Gregg supported activities that examined parking, waterfront access, circulation, land use and green infrastructure issues and opportunities.

Cassie Goodwin, PE, LEED-AP, ENV-SP

Civil Engineer



Cassie has over 13 years of experience in the field of civil and environmental engineering and project management. As a project manager she has led diverse multi-disciplinary teams on complex projects for municipalities, campuses, developers and industry, and has experience ranging from construction observation to public input processes. Her technical experience includes stormwater management plans, watershed models, and green infrastructure planning and design. Her skills include drafting permits, preparing grants, performing modeling and field assessments and technical communications. Cassie is also a co-author the update for the ASCE Manual of Engineering Practice 50, Planning and Design Guidelines for Small Craft Harbors.

Education

Bachelor of Science-Civil Engineering
Washington University
- St. Louis, 2002

Master of Science-Civil Engineering
University of Wisconsin-Madison, 2004

Registration

Professional Engineer: WI

Certifications

LEED Accredited Professional
Envision Sustainability Professional

Professional Affiliations

American Society of Civil Engineers

Board Member, River Alliance of Wisconsin

Burlington Downtown Mississippi Riverfront Study, Burlington, Iowa

SmithGroupJJR is currently working with the City of Burlington on the redevelopment of their riverfront property. The new design will also accommodate transient boater dockage and boat slips, as well as the ability to moor steamboats along the public riverwalk. The new plaza and waterfront design will also create a vibrant connection to the downtown city center.

Canyon and 28th Hotel Redevelopment, Boulder, Colorado

Mixed-use urban infill project that features retail, office space, and residential units adjacent to a new hotel. The site design uses form and material to invoke the spirit of a canyon.

Hill Farms Redevelopment, Madison, Wisconsin

Master plan and urban design of a 22-acre mixed-use infill development. SmithGroupJJR's services included urban planning and design, civil engineering, landscape architecture, and leading the public involvement process and City approvals for the private development team.

Two Rivers Waterfront Two Rivers, Wisconsin

Design engineering and improvements to Harbor Park, a small community park near the town center. The project included design of

a new seawall which combines steel sheet piling and stepped limestone blocks to accommodate transient boat mooring and area fishing.

Oshkosh Riverwalk, Oshkosh, Wisconsin

Prepared an award-winning set of Riverfront Design Guidelines for over one mile of the Fox River corridor through downtown Oshkosh. The guidelines set parameters for location, type, quantity, design character, and materials of proposed riverwalk, seawall, and dockage improvements, as well as signage, lighting, and public amenities. Phase 1 included final design and implementation.

UW-Madison Green Infrastructure Master Plan, Madison Wisconsin

A comprehensive, district-wide green infrastructure plan was completed as part of the 2015 UW-Madison Campus Master Plan Update. The green infrastructure plan provides aggressive recommendations for reducing up to 40% of the campus's total suspended sediment from entering Lake Mendota.

Watertown Riverwalk and Riverwalk Survey, Watertown, Wisconsin

Design and engineered an elevated steel and timber boardwalk providing public access to the Rock River adjacent a subsidized senior apartment complex.

Eric Schuchardt, PLA, ASLA

Landscape Architect



Eric brings with him a strong background in master planning and design for both national and international clients. At SmithGroupJJR he serves as a design lead on campus and urban planning projects. His work reflects an understanding of the diverse cultural, ecological and economical issues that impact a project site, and an ability to work with a range of clients and community groups. Eric is also an instructor at the University of Wisconsin-Madison School of Landscape Architecture where he teaches a landscape architecture design studio.

Education

Master of Landscape Architecture, and Urban Design, Harvard University Graduate School of Design, 2012

Bachelor of Science, Landscape Architecture, University of Wisconsin-Madison, 2008

Registrations

Landscape Architect: Wisconsin

Awards

ASLA Award of Honor, Sigma Lambda Alpha Honor Society, 2008

Professional Affiliations

American Society of Landscape Architects

Associate Lecturer, University of Wisconsin-Madison Department of Landscape Architecture

Burlington Downtown Mississippi Riverfront Study, Burlington, Iowa

SmithGroupJJR is currently working with the City of Burlington on the redevelopment of their riverfront property. The new design will also accommodate transient boater dockage and boat slips, as well as the ability to moor steamboats along the public riverwalk. The new plaza and waterfront design will also create a vibrant connection to the downtown city center.

Hill Farms Redevelopment, Madison, Wisconsin

Master plan and urban design of a 22-acre mixed-use infill development. SmithGroupJJR's services included urban planning and design, civil engineering, landscape architecture, and leading the public involvement process and City approvals for the private development team.

North Avenue Entertainment District, Wauwatosa, Wisconsin

SmithgroupJJR will work with City Staff to create a pedestrian centric atmosphere - multifunctional areas for neighborhood events, live music, seating and eating; incorporate native landscaping with green space and shade; utilize sustainable practices, such as Green Infrastructure for stormwater management; enrich the community through the incorporation of Public Art.

Downtown Riverfront Park, Chippewa Falls, Wisconsin

Refinement of the Downtown Riverfront Plan into an implementation plan. Focused on the development of a new riverfront festival park and enhanced entries at two of the city's major gateways, Bridge Street and River Street. Working as part of an integrated multi-disciplinary team, helped facilitate workshops to refine the riverfront design program.

State Street 700-800 Block Redevelopment, Madison, Wisconsin

Urban design plans for the pedestrian-only block of State Street where the street meets the UW-Madison campus. The new design will work seamlessly to integrate with the existing character of State Street as well as the campus aesthetic.

Larsen Park Riverfront, Sioux City, Iowa

SmithGroupJJR was hired to prepare a master plan that provides a framework of goals and objectives to guide and inform future design and planning decisions in and around Chris Larsen Park. During the charrette the design team generated three site concepts and integrated them into a singular draft master plan based on steering committee input.

Daniel Kinkead, AIA

Principal | Urban Design National Practice Co-Director



Dan Kinkead brings nearly 20 years of experience in urban design and research to SmithGroupJJR. As an architect and urban designer, Dan's intuitive creativity and analytical method allow him to integrate broader social, political, ecological, and economic objectives with tactical design opportunities, contributing to comprehensive designs for buildings, urban developments, and cities. He is currently Visiting Architect in Residence at the Cranbrook Academy of Art, and has served as an advisory member for the U.S. State Department's submission to the 2016 Venice Biennale, as well as a graphic contributor to global urbanization research documents for the World Bank.

Education

Master of Architecture in Urban Design, distinction
Harvard University, 2002

Bachelor of Architecture
University of Kentucky, 1997

Registrations

Registered Architect: Michigan
National Council of Architectural Registration Boards Certified

Professional Affiliations

American Institute of Architects, Michigan
American Institute of Architects, Detroit
Van Alen Institute, New York
Architectural League of New York

Milwaukee Harbor District Charrette, Milwaukee, Wisconsin

A design competition that challenged teams to activate 3,000 sf space at the edge of Milwaukee's Inner Harbor. The teams were tasked with a two phased approach; create a destination for \$150,000, and a second phase that could activate a larger area.

City of Detroit Islandview - Greater Villages Urban Design, Detroit

Development of a comprehensive urban design strategy to guide the future design and development of transformative industrial corridor reuse, equitable housing, innovative performance landscapes, and integrated mobility systems. Principal, Project Leader, Urban Design.

Detroit Economic Growth Corporation, Detroit Future City Strategic Framework Plan*

Comprehensive 350 page plan for Detroit's transformation, including strategies for economic growth, land use, city systems, neighborhoods, open space, and civic engagement. Led and managed interdisciplinary team of designers, planners, engineers, and economists, with Toni Griffin from business development and project creation to completion. Managed a 13 member civic leadership Steering Committee, public stakeholders, and philanthropic funders. Project Leader for Design and Planning.

Columbia University West Harlem Urban Design and Master Plan, New York*

Comprehensive urban design for \$5.2 billion, 25-acre expansion of Columbia University in a struggling post-industrial district in neighboring West Harlem, from Broadway to 12th Avenue, and from 125th Street to 133rd Street. Lead Project Designer for Urban Design – Led all urban design work for the joint-venture design team of SOM and RPBW, including research, programming, geo-physical, building form and envelope design, lab design, City of New York Planning Department coordination, and coordination with partners for building programming, and select design sites at RPBW.

Sun Trans Mixed-Use Development Beijing, People's Republic of China*

Architectural and urban design submission for new 1 billion sf mixed-use development along Beijing's Third Ring Road. Design incorporated internal stormwater management, and gray water reuse system, as well photovoltaic power-generating luminescent panels along exterior skin. Lead Urban Designer for Competition Submission and Concept Design – Contributed to complex siting, orientation, and integration of architectural program with urban form, and existing infrastructure system.

Mark C. Bastian, AIA

Architect



Education

Bachelor of Architecture
Minor: Construction Management
Honor Graduate
Illinois Institute of Technology, 1992

Registrations

Wisconsin 9782-005

Honors

University Square
Development: 2010 Design Merit AIA
Wisconsin
Delta Upsilon Fraternity Renovation: Madison
Trust for Historic Preservation Award

Mark offers over 25 years of experience working on a variety of corporate, cultural, education and residential projects throughout the nation and world. Mark's experiences range from the design of commercial interiors to construction oversight for multi-million dollar mixed use projects. As part of his work as a Sole Proprietor, Mark developed the formation of Squareblack, a company promoting idea generation for architecture, furniture, product design, environmental graphics, branding, identity, repurposing, sustainability, print making, painting, and photography.

Skogen Square Park Planning, Onolaska, Wisconsin

SmithGroupJJR will provide design services, including a conceptual design plan for both Client-owned properties and those properties the Client is negotiating to purchase.

process and City approvals for the private development team.

Madison College Downtown Development, Madison, Wisconsin

The two acre site will include a boutique hotel, grocery store, office/retail space, and a parking facility.

State Museum Redevelopment, Confidential Client

Design plans to redevelop two adjacent museums into a single and cohesive 200,000 square foot museum campus.

Oliver Kiley, PLA

Landscape Architect



Education

Master of Landscape Architecture
University of Michigan, 2008

Bachelor of Science in Natural Resources
University of Michigan, 2003

Registrations

Landscape Architect:
Michigan

Oliver Kiley's expertise focuses on the interactions between natural systems, public infrastructure, and community engagement in complex urban environments. He has a deep knowledge of sustainable practices and a strong background in landscape architecture and environmental design. Oliver is SmithGroupJJR's leading Geographic Information Systems (GIS) expert. He uses GIS software to conduct in-depth analyses across a range of scales that supports a transparent design and planning process.

Eastern Market District Development Plan, Detroit, Michigan

Conducted a planning study to assess reuse and redevelopment opportunities located within the 340 acres of the Eastern Market District.

Gateway District Plan, Sylvania, Ohio

Developed a comprehensive gateway district plan to coordinate transformative land use, transportation enhancements, environmental policies, urban design, corridor access and design issues.

Monroe North Area Specific Plan, Grand Rapids, Michigan

Developed coordinated recommendations for the continuing transition of this industrial area to a lively urban mixed-use district.

District Detroit Framework Plan, Detroit, Michigan

Site planning and design for the 60-block area surrounding the new Detroit Event Center, for 2 million square feet of mixed-use development, open spaces, streetscapes, utilities and lighting improvements.

Deborah F. Ersland

Principal | Redevelopment Resources



Teaching Experience

"Business Recruitment: A Practical Approach" Seminar | Iowa and Wisconsin

Affiliations

Board of Directors of the Wisconsin Downtown Action Council

Since 1992, Deborah F. Ersland has been President of Best Real Estate Group, Inc., a full-service commercial real estate firm working for landlords and tenants, buyers and sellers, developers, investors, corporations, and communities. Her goal is to provide personal, practical, timely and fiscally responsible solutions to each client's real estate or business needs.

The Galaxie and Gebhardt Building, Madison, Wisconsin

Commercial leasing services for two urban, mixed-use properties in the Capitol East Corridor.

Fond du Lac Arts and Entertainment District, Fond du Lac, Wisconsin

Market analysis, real estate analysis, redevelopment site identification and implementation plan.

Briarpatch Youth Services, Madison, Wisconsin

Assisted not-for-profit in site

selection, budgeting and development of new office space and youth shelter.

Eau Claire Downtown Plan, Eau Claire, Wisconsin

Market analysis, real estate analysis, redevelopment site identification and implementation plan.

Madison College, Madison, Wisconsin

Representing Madison College for the development of a new 70,000 square foot comprehensive campus, and guiding the selection of a development team for their downtown Madison campus location.



Kristen Fish, CEcd

Principal and Managing Partner | Redevelopment Resources



Education

Bachelor of Business Administration in Marketing, University of North Dakota

Master of Business Administration, University of Wisconsin Oshkosh

Registrations

Certified Economic Developer (CEcd)

Ms. Fish has 20 years of direct experience leading the business development efforts of a municipality, and working in both media and manufacturing sectors. She has managed all aspects of business development and adaptive reuse programs including business recruitment, retention, entrepreneurial programming, loan fund management, deal structuring, blight elimination and policy/program development.

City of Appleton

Redevelopment Resources worked with the City of Appleton and Appleton Downtown Inc. to conduct an in-depth market analysis of the downtown. Recommendations included converting second story apartments into higher end units, creative strategies for filling vacant retail space, mixed use and very creative infill development.

City of Watertown

Six buildings on Main St. are to be acquired for the construction of a

Town Square and a hotel is waiting in the wings to develop adjacent to the Town Square on the Rock River.

City of Marshfield

Methodically and systematically implemented nearly all of our recommendations, from creating a downtown gathering space with a fountain, marketing their community at appropriate trade shows, eliminating blight downtown and converting their organization to a private sector led, privately funded economic development organization.



Brian Smalkoski, PE, AICP, PTP, PTOE

Engineer and Transportation Planner | Kimley-Horn



Education
Master of Science, Civil Engineering,
University of Minnesota, 2003

Bachelor of Arts, Geology, University of
Minnesota, 1999

Bachelor of Arts, Management, University of
Minnesota, 1999

Registrations
Professional Engineer in Minnesota,
Wisconsin, Arizona, and Michigan
Professional Transportation Planner

Brian has 17 years of experience in traffic engineering, long-range transportation planning, traffic data collection and statistical analysis, traffic impact analysis, travel demand modeling, safety studies, corridor studies, access management, signal design, and cost/benefit analysis.

- University of Wisconsin – Madison,
Campus Master Plan 2015,
Madison, Wisconsin
- Grandview Green Feasibility Study,
Edina, Minnesota
- Judge Doyle Square Master Plan,
Madison, Wisconsin
- Granary Road Cost-Benefit Analysis,
Minneapolis, Minnesota
- Capitol East District Parking Study,
Madison, Wisconsin
- Minneapolis Public Works
Consulting Pool, Minneapolis,
Minnesota
- South Capitol Transit-Oriented
Development District Planning
Study, Madison, Wisconsin
- Heywood Campus Master Plan,
Minneapolis, Minnesota
- Master Planning Services for
Chaplain Schmitt Island, Dubuque,
Iowa
- General Motors Warren Technical
Center Master Plan and
Implementation, Warren, Michigan

Kevin White, AICP, LEED AP



Transportation Planner | Kimley-Horn



Education
Master of Science, Urban and Regional
Planning, University of Wisconsin Madison,
2009

Bachelor of Science, Natural Resources,
University of Wisconsin Madison, 2006

Registrations
American Institute of Certified Planners
LEED AP

Kevin is a transportation planner with 8 years of experience in multimodal transportation planning, community and municipal planning, public engagement, and geographic information systems. Kevin is a certified planner and an LEED Accredited Professional with experience working on a variety of multimodal transportation projects across the Midwest. Kevin strives to create memorable places with a range of efficient multimodal transportation options for users of all ages and abilities. He has a passion for solving site and city circulation, mobility, and parking challenges

- University of Wisconsin – Madison,
Campus Master Plan 2015,
Madison, Wisconsin
- Grand Forks/East Grand Forks MPO,
Streets/Highway Plan Update,
Grand Forks, North Dakota
- Parking and Transportation
Management Authority Study,
Rochester, Minnesota
- 2040 Long-Range Transportation
Plan, Sioux Falls, South Dakota
- Bike Gap Study, Minneapolis,
Minnesota
- General Motors Technical Center
Master Plan, Warren, Michigan
- Safe Routes to School (SRTS) Plan,
Hibbing, Minnesota
- University of Toledo Multiple
Campus Master Plan, Toledo, Ohio

Attachment: SmithGroupJJR_De Pere Cultural District Master Plan (Small) (6624 : Reso #18-08 Authorizing Agreement for Consulting Services

SMITHGROUP JJR

ANN ARBOR

CHICAGO

DALLAS

DETROIT

LOS ANGELES

MADISON

PHOENIX

SAN FRANCISCO

SHANGHAI

WASHINGTON, DC

www.smithgroupjjr.com

EXHIBIT 'B'

Date: January 31, 2018

Kim Flom
Development Services Director
City of De Pere, WI
335 South Broadway
De Pere, WI 54115

RE: *City of De Pere, Cultural District Master Plan Charrette*

Dear Kim:

On behalf of SmithGroupJJR, Inc., ("SmithGroupJJR") I am pleased to submit this proposal for the City of De Pere Cultural District Master Plan. The following is our understanding of the services which are to be provided.

UNDERSTANDING OF THE PROJECT

As outlined in the Request for Proposal, and refined during subsequent phone conversations, we understand the City of De Pere would like to develop a Cultural District Master Plan for the east side of downtown, to build upon the potential addition of the Mulva Cultural Center. The Master Plan will be developed through a Charrette process and primarily focus on the Front Street block, with considerations made for the primary and secondary zones.

The overall zones, purpose and goals are described in Exhibit A. Our understanding of the project purpose and key goals is to:

- Determine the potential of a Cultural District in east downtown
- Focus on the Front Street block and surrounding open spaces
- Create a Master Plan for the primary and secondary zones that is viable and implementable
- Illustrate potential uses and patterns, including business types, building massing and general aesthetic, open space use, and concepts that will inform future work and work as an addendum to the downtown master plan

SCOPE OF SERVICES**Phase 1: Due Diligence and Background Research****Project Kickoff Meeting**

The SmithGroupJJR core team will attend a kickoff meeting with the City's Planning and Economic Development team (the City) and key stakeholders to establish project goals and objectives, define the charrette and coordinate data gathering. In addition, we will outline parameters for the Economic / Market Analysis and Pro Forma to clarify focus and intent.

Cultural District Master Plan
De Pere, WI

SmithGroupJJR

Data Gathering:

We will gather information from City representatives on the existing site and surrounding context, including previously completed plans, studies and reports. We will draw on this information to analyze conditions and identify opportunities to meet the planning goals for the site. This effort will address the following:

Review information provided by City prior to kickoff meeting:

- Comprehensive Plan
- Downtown Master Plan
- Zoning Code
- Main Street Guidelines
- UW Capstone Project 2016-17
- Nicolet Square Master Plan
- Associated GIS Files
- Associated CAD Files
- Stakeholder Groups
- Focus Groups
- TID Project Plans and Redevelopment Plans
- Environmental Data as available
- Utilities
- Downtown Ownership/Business spreadsheet (existing – may not be exactly up to date)
- Data from Strategic Visioning/Branding Initiative
- Transportation and parking data

SmithGroupJJR team to begin or prepare prior to kick off meeting:

- Property inventory and analysis (based on City info)
- Land use and business mix inventory and analysis (based on City info)
- Existing structure and conditions
- Economic / Market analysis
- Draft Financial Pro Forma
- Review of existing transportation and parking patterns (vehicular, pedestrian, bicycle)
- Understanding of local development climate and construction costs
- Cultural District Analysis (review of components with Cultural District group)

Phase 1: Meetings and Deliverables**Meetings:**

Intro WebEx with Client

- Guiding Principles-Objectives-Performance Measures
- Review of materials to be shared – questions
- Define stakeholder engagement process
- Next steps and schedule

Attend kickoff meeting (1-2 days) *Note: Some members will attend key meetings by phone*

- Kickoff Meeting with City Staff
- Meeting with Mulva Board and/or Mulva representatives

Cultural District Master Plan
De Pere, WI

SmithGroupJJR

- Confidential Interviews / Small Group Meetings (with industry experts and stakeholders)
- Walking Tour with Client and Select Stakeholders
- Site Visit

Bi-weekly phone call with client (15-30 minutes)

Deliverables:

Existing document summary

Base drawings/Physical Data

- Open Space, Circulation, Land Use
- Site Photography
- 3D Sketchup Model, with a focus on the Core Zones and less detail on City Zones

Economic Analysis

- Real Estate Market Assessment
- Financial Pro Forma for Front Street block
 - Base models exploring – current zoning code, no development, etc.

Pre-Charrette Vision Exploration

- Draft Vision Scenarios (building height, corridor emphasis, open space/urban design alternatives)
- Formulation of Charrette focus areas – overall vision, building height and massing, or public spaces

Phase 2: Vision & Design

Pre-Charrette

The SmithGroupJJR team will attend a WebEx meeting with the City to review the results of the data gathering stage and finalize the agenda for the charrette that considers how to best engage key stakeholders.

Charrette

The SmithgroupJJR team will conduct a three-day charrette with key stakeholders. Our multi-disciplinary team will include urban design, architecture, landscape architecture, traffic engineering and economic development consultants. We envision an intense multi-day work session that will be finalized with the client, but generally structured as follows:

- Kickoff with key stakeholder group to review goals and opportunities, discuss site constraints and develop guiding principles.
- Based on guiding principles will we develop a program and outline potential design alternatives
- The alternatives and principles will be discussed in a public programming workshop.
- Based on the results of the workshop the design team will develop alternative concepts and meet with key stakeholders.
- A preliminary master plan will be generated and shared in an open house

Phase 2: Meetings and Deliverables

Meetings

- Pre-Charrette WebEx
- Charrette Attendance
- Bi-weekly phone call with Client (15-30 mins)

Cultural District Master Plan
De Pere, WI

SmithGroupJJR

Deliverables**Charrette Preparation**

- Charrette Agenda (build off knowledge gained in Phase 1)
- Charrette Preparation Materials to ensure interactive and productive experience
- Sufficient Notice/Advertisement of Public Open House (City to lead)
- Invitation/Engagement of Stakeholders (City to lead)

Charrette attendance

- Plan alternatives and concepts
- District vision
- Alternative concepts (Sketchup model or virtual reality for building height and massing)
- Comparable images or sketches for type of public realm and/or riverfront public space
- Preferred district vision

Phase 3: Summary**Master Plan**

Following the charrette, we will meet with the City via WebEx to review the plans, goals and objectives and select a preferred approach. We will then develop the preferred option into an overall master plan for the district that sets a vision for a vibrant, dynamic Cultural District that can transform the area into a regional destination while responding to the surrounding context and addressing existing conditions. The plan will incorporate public and private property to identify potential development patterns and land uses, considering opportunities to create high quality public spaces and develop properties. Open spaces will enable community gathering and take advantage of proximity to the Fox River.

Task 3: Meetings and Deliverables**Meetings**

Bi-weekly phone call with client (15-30 minutes)

Deliverables

The results of the Charrette will be summarized in a Final Report that includes the following information:

- Executive Summary
- Summary of due diligence and background research
- Summary of charrette process and feedback
- Economic analysis for entire geographic area and financial pro forma for Front Street Block
- Subarea plan for entire area – differentiated by zone. May include (but not be limited to)
 - Public spaces
 - Design intent – general design/material guidelines
 - New buildings
 - Building height and massing recommendations
 - List of businesses/land uses that fit economically with the redevelopment plan and also create cultural synergy
 - 3D renderings, diagrams, illustrations, or images to communicate vision in detail
- Implementation strategy that may include (but not be limited to)

Cultural District Master Plan
De Pere, WI

SmithGroupJJR

- Regulatory recommendations
- Incentive policy
- Operational and programming recommendations
- Timeline

OWNER RESPONSIBILITIES

The City of De Pere will coordinate, host, and participate in public meetings, provide background and base information as described, and coordinate stakeholder outreach.

SCHEDULE

The following schedule is anticipated. Meeting dates will be finalized after the award of the contract. The schedule may be adjusted with agreement in writing between the City and SmithGroupJJR.

Project Award: February 2018

Task 1: Due Diligence and Background Research (4-6 weeks)

Task 2: Charrette (2-week window)

Task 3: Summary (4-6 weeks) complete in May, 2018

CONSULTANTS

SmithGroupJJR anticipates using the following consultant(s) for this project and the costs will be borne by SmithGroupJJR and are included in SmithGroupJJR projected fee

Kimley Horn: Traffic Consultant

Redevelopment Resources: Economic Consultant

COMPENSATION

The City of De Pere shall compensate SmithGroupJJR for the scope of services outlined above a fixed fee lump sum of \$ 79,850

Task 1: Due Diligence and Background Research	\$22,650
Task 2: Vision and Design	\$38,550
Task 3: Summary	\$18,650

ADDITIONAL SERVICES

Requests for additional services or staff will be documented by SmithGroupJJR (if given verbally), and the work will commence upon (City of De Pere) approval of an estimated fee for that effort or, if not agreed otherwise, (City of De Pere) shall reimburse SmithGroupJJR on an hourly basis of SmithGroupJJR's project staff actively engaged for all personnel hours worked on the project.

Cultural District Master Plan
De Pere, WI

SmithGroupJJR

CULTURAL DISTRICT MASTER PLAN

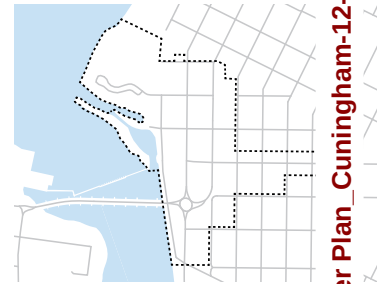
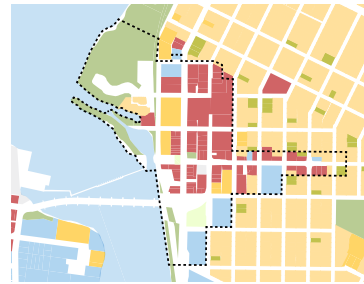
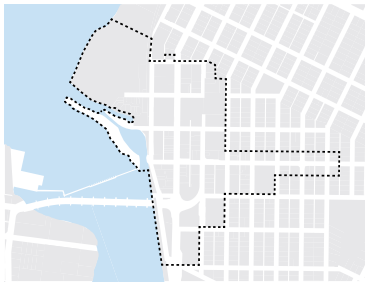
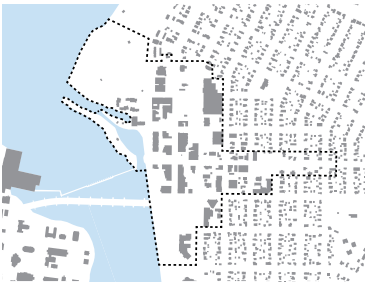
Presented to:
CITY OF DE PERE, WISCONSIN

Attn: Kimberly Flom, RLA/AICP
Economic Development & Planning Director
335 South Broadway
De Pere, WI 54115

Prepared by
Cunningham Group Architecture, Inc.
201 Main Street SE, Suite 325
Minneapolis, MN 55414

Contact
Andrew Dresdner, AICP
612 379 5518
adresdner@cunningham.com

December 20, 2017



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Architecture, Inc.**

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55414

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Fax 612 379 4400

www.cunningham.cc

December 20, 2017

Kimberly Flom, RLA/AICP
City of De Pere, Economic Development & Planning Director
335 South Broadway
De Pere, WI 54115

Subject: **Proposal | City of De Pere, WI Cultural District Master Plan**

Dear Ms. Flom:

Thank you for the opportunity to present this proposal for the Cultural District Master Plan. It is a critical time in the history of De Pere as the Mulva Foundation is eager to invest in the heart of Downtown with a Cultural Center. This facility will have a regional impacts and if well-integrated with a Master Plan, will change the course of Downtown for generations to come.

Our goal is to integrate the needs of the Cultural Center with the broader needs of Downtown De Pere. We are proud to assemble a multi-disciplinary team that will help you accomplish your goals. The team consists of:

- Cuningham Group: Lead Firm, Urban Design and Planning, Architecture, Facilitation
- AECOM: Economics, Development Pro-Froma, and Transportation Planning
- Creative Community Builders: Cultural District Planning

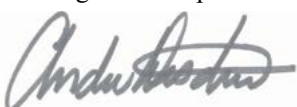
Our proposal responds directly to the RFP: we propose a six month project, charette workshops, hands-on facilitation, and particular expertise in waterfronts, cultural centers and districts, and redevelopment planning. In addition, our team:

- has worked together on several projects in recent years. This is important because chemistry matters. The Project's tight schedule requires a team to hit the ground running.
- works at all scales - from policy to landscape architecture. This is important because there are several stakeholders in the District, some with immediate needs, others with a longer time horizon.
- specializes in downtown and urban environments. This is important because the economics and design challenges of downtowns are unique and designing with them in mind helps you differentiate your community from others in the region.

Thank you again for the opportunity to present this proposal. If you have any questions, please feel free to contact us.

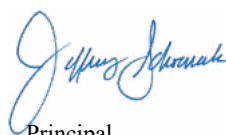
Sincerely,

Cunningham Group Architecture, Inc.



Senior Associate

Andrew Dresdner, AICP



Principal

Jeffrey Schoeneck, AIA, NCARB, LEED® AP

Attachment: De Pere WI Master Plan_Cuningham-12-20-17 (6624 : Reso #18-08 Authorizing Agreement for Consulting Services with

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Any Proposed Changes/Revisions	20
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Timeline for Completion	37

1. Team Structure & Capabilities



Cunningham Group Architecture, Inc.

Cunningham Group Architecture, Inc. (Cunningham Group®) exists to create beautiful places for a balanced world. It's what gets us up every day and is our reason for being. Simple and eloquent, the statement embodies our passion for design and its impact on our clients, communities, and the world. Our "Beautiful Places, Balanced World" approach to the business and practice of architecture and interior design is one that's been nurtured for more than four decades.

Cunningham Group's **Urban Design and Landscape Architecture Studio** provides a range of design and planning services for both private and public clients. The goal of our work is to increase investor confidence in a given area by improving the public realm, access and connectivity, and the quality of the built environment. Our design solutions are both strategic and physical and always emerge from the underlying patterns and traditions of place.



AECOM (Economics/Transportation/Environmental)

AECOM is a global consulting practice that serves a broad range of markets, including planning and design, transportation, facilities, environmental, energy, water and government. AECOM provides a blend of global reach, local knowledge, innovation, and technical excellence in delivering solutions that enhance and sustain the world's built, natural, and social environments.

Economic Development: AECOM brings unparalleled experience in economic development consulting, building from the 50-year tradition of economic analysis established by Economics Research Associates (ERA) in real estate market and financial analysis. In 2007, reflective of ERA's increasing presence in diverse overseas markets, the firm joined AECOM. Through this transition, and in spite of the national recession, they have continued to provide analysis that informs successful land development decisions and courses of action. Their services are designed to help clients understand their markets, assess risks and clarify the uncertainties inherent in any development or policy initiative.



Creative Community Builders

Creative Community Builders (CCB) helps communities to identify cultural and creative assets - and to leverage them for community revitalization and change. Working in urban districts, neighborhoods, towns, and small cities, our process draws from methods from strategic planning, community organizing and capacity building.

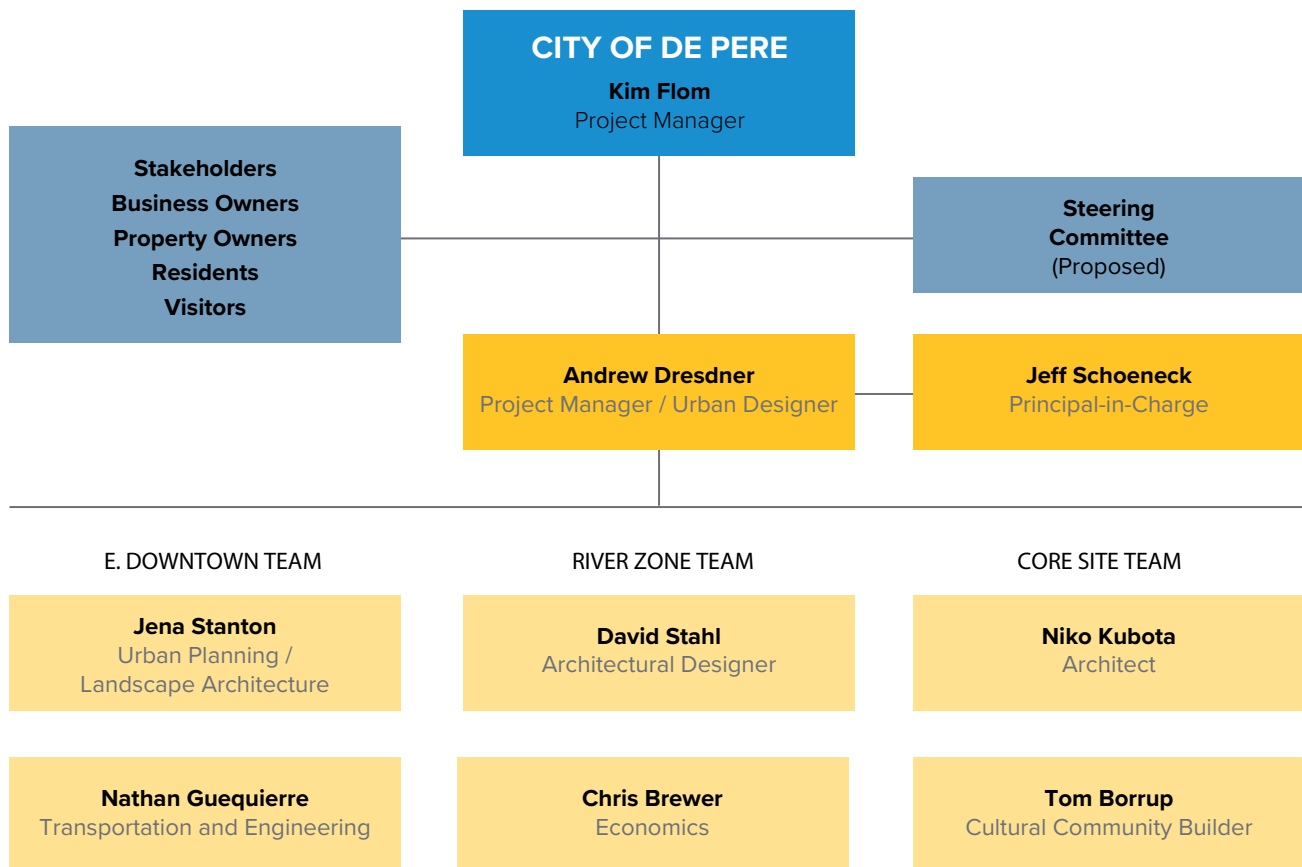
CCB is often drawn to projects that actively integrate culture, design, civic engagement, and local economies. CCB teams draw from a network of accomplished planners, designers, placemakers and artists who are passionate about helping communities get into gear! We compose teams carefully to fit the scope of work and budget, then work closely with community leaders to assess, set a place-based vision, formulate a plan, put strategic actions into motion, and devise evaluative measures.

1. Team Structure & Capabilities

Together with AECOM and CCB, the Cuningham team offers all the necessary disciplines to develop a Plan that leverages the benefits of a Cultural Center while maximizing development potential throughout Downtown. The chart below, and the resumes attached include the key team members for the Project. However it is important to note, that each firm has access to professionals in affiliated disciplines and expertise that may prove important as the issues arise. For example at Cuningham Group, we have the ability to tap into specialized knowledge of multiple urban building types (housing, hotel, entertainment). Similarly, AECOM offers a full slate of engineering services - including municipal and environmental. Though not singled out in this proposal, they are available as needed on the Project.

Andrew Dresdner, AICP is the Project Manager and Lead Urban Designer. He is responsible for coordinating the team and deliverables as well as directing the overall design. Andrew has a close working relationship with Chris Brewer at AECOM. Together they have worked on several projects in recent years and bring a strong relationship to the project. Chris leads the AECOM effort and specializes in economics and real estate analysis.

Tom Borrup supports the team with experience organizing cultural districts around the world. He works closely with representatives from the City and the Cultural Center to ensure the stakeholders carry a shared vision of the District.



1. Team Structure & Capabilities



Jeffrey Schoeneck, AIA, LEED® AP

Principal-in-Charge | Cuningham Group

As the Live/Work market group leader, Jeffrey's leadership is extremely important to our clients. His strategy and focused approach guides internal and consultant teams toward the desired goals, outcomes and aspirations of each client opportunity in the market group. Team-building is his passion which is key in recognizing the best ideas and practices required for solving complex challenges present in the world today.

Through his years of experience, Jeffrey celebrates a pattern of success for clients and their project. He also has a diverse portfolio containing corporate, health care, industrial, education, retail, resort/hospitality and master planning projects. Each of these practice areas are instrumental and informative for his current leadership and practice, and very beneficial in adding perspective to every project he is involved with.

Education

Bachelor of Architecture,
North Dakota State University

Affiliations

Member, Urban Land Institute
Regional Council of Mayors Housing
Committee

Member, Urban Land Institute
Housing Advisory Council



Andrew Dresdner, AICP

Urban Designer, Project Manager | Cuningham Group

Andrew has 15 years of experience in urban design and urban planning for both private and public clients. His focus has been to use the design process in a public forum to collaboratively solve urban and neighborhood problems. Andrew is particularly skilled at managing diverse viewpoints to create solutions that add value to both public and private interests. Prior to joining Cuningham Group Andrew worked with Urban Design Associates as Studio Director, responsible for the studio's design direction and financial performance and for leading large, interdisciplinary teams and sub-consultants through complex and high-profile projects.

Education

Master of Architecture and Master
of Urban Planning, University of
Wisconsin, Milwaukee

Bachelor of Arts,
Macalester College,
Saint Paul, Minnesota

Affiliations

Member, American Planning
Association

Member, Congress for New Urbanism

Select Project Experience

Millwork District Master Plan, Dubuque, Iowa
Greater Lowertown Master Plan, Saint Paul, Minnesota
Downtown Form Based-Code, Overland Park, Kansas
Downtown Master Plan, Monticello, Minnesota
Chippewa Falls Riverfront Plan, Chippewa Falls, Wisconsin
Grain Belt Development, Minneapolis, Minnesota
Sixth Avenue East Corridor Redevelopment Strategy, Duluth, Minnesota
City of Monticello Small Area Plan, Monticello, Minnesota
Greenbush Vilas Neighborhood Plan, Madison, Wisconsin
University Hill Farms Neighborhood Plan, Madison, Wisconsin
Chaplain Schmitt Island Master Plan, Dubuque, Iowa
Zoning Ordinance Rewrite, Madison, Wisconsin
Oxford Street Design Guidelines, Worthington, Minnesota
Logan Park Neighborhood Small Area Plan, Minneapolis, Minnesota
South Boulder Road Corridor Plan, Louisville, Colorado
Oxford Street Redevelopment plan, Worthington, Minnesota

1. Team Structure & Capabilities



David Stahl, Associate AIA
Architectural Designer | Cunningham Group

David is a talented designer with a wealth of experience designing for housing and education projects. He has a solid understanding of the development of complex programs and the evolution of those programs into designs that serve the users and enhance the built environment. As a design team leader, David has worked with large teams of architects and consultants. He brings his teaming skills and in depth design initiative to each new project. David's collaborative work style includes all clients and stakeholders in the design process from a project's inception. Below represents some of David's experience with suburban retrofit, small town/main street design and station area plans.

Education

Bachelor of Architecture
North Dakota State University

Bachelor of Science - Environmental
Design, North Dakota State University

Affiliations

Member, American Institute of
Architects

Select Project Experience

Union at Berkley Park, Kansas City, Missouri
Regatta Wayzata Bay Mixed-use Development, Wayzata, Minnesota
Franklin-Portland Master Plan, Minneapolis, Minnesota
Hoigaard Village Master Plan, St. Louis Park, Minnesota
Lyndale Gardens Master Plan, Richfield, Minnesota
Pillsbury A-Mill Master Plan, Minneapolis Minnesota



Jena Stanton
Planner, Landscape Architect | Cunningham Group

Jena has extensive experience in site design and urban planning. Prior to joining Cunningham Group, Jena worked with JLG Architects where she provided services on project teams encompassing: program compliance, design intent, code and agency requirements, and assumed direct responsibility for quality control of the contract documents for commercial, civil and mixed-use projects. She served on a nine-member Architectural Review Commission in Mandan, North Dakota, which is responsible for reviewing site and building plans involving commercial properties to ensure they are desirable environment for occupants and compatible with the character of adjacent developments.

Education

Bachelor of Landscape Architecture,
North Dakota State University

Bachelor of Science Environmental
Design
North Dakota State University

Affiliations

Associate ASLA

Select Project Experience

Oxford Street Design Guidelines, Worthington, Minnesota
Dodd / Smith Road Small Area Plan, West Saint Paul, Minnesota
Hopkins Comprehensive Plan Update, Hopkins, Minnesota
City of Monticello Small Area Plan, Monticello, Minnesota
Jefferson Elementary Schoolyard Master Plan, Dickinson, North Dakota*
City of Richfield Cedar Avenue Corridor Plan, Richfield, Minnesota*
SDSU Housing Visioning Master Plan, Brookings, South Dakota*
Barnes County North Schoolyard Master Plan, Wimbledon, North Dakota*
Missouri River Correctional Center Land Use & Planning Study, Bismarck, North Dakota*

** Project experience obtained prior to joining Cunningham Group*

1. Team Structure & Capabilities



Education

Master of Architecture,
University of Minnesota

Bachelor of Arts,
Bowdoin College

Niko Kubota-Armin

Team Member, Student and Committee Involvement, Analysis, Graphics |
Cunningham Group

Niko brings a strong passion for community into all aspects of his work and design. He has worked on a variety of urban engagement projects helping to connect people to their communities. In 2015, Niko led a team that was awarded the Creative City Challenge, an annual design competition sponsored by the City of Minneapolis, to build the mini_polis exhibition. Niko presently teaches an after-school design program for youth in North Minneapolis at the Environmental Design Lab at Juxtaposition Arts. He trains his students in architecture and urban design through paid project work.

Select Project Experience

Gibbs Farm Master Planning, Saint Paul, Minnesota
Saint Paul Public School Humboldt High School Addition and Remodel,
Saint Paul, Minnesota
Red Lake Nation Community Center, Red Lake, Minnesota
Park Dental, Saint Louis Park, Minnesota
Hotel Landing, Wayzata, Minnesota
Millennium/Colorado Station, Denver, Colorado
Minnesota State Fair Innovation Hall, Saint Paul, Minnesota
Presbyterian Homes Council Bluffs, Council Bluffs, Iowa



Education

Master of Science - Economics
University of New Hampshire

Bachelor of Science - Relations and
Economic Development
Drake University

Chris Brewer

Real Estate Economist | AECOM

Chris has 15 years of experience in the economic analysis of real estate and land use issues. His expertise includes analysis of demographics, economic indicators, and real estate market data for industrial, retail, office, and transit-oriented projects; completion of economic development strategies for communities and regions that have been impacted by closing military installations, or the loss of major employers; financial analysis of real estate development projects, covering revenues, expenses, development costs, and return on investment calculations on public and private investment; evaluation of economic and fiscal impacts of major capital projects, expanding industries, and destination recreational amenities, including trail systems and tourist attractions.

Select Project Experience

Downtown Master Plan Market Analysis, De Pere, Wisconsin
Millwork District Master Plan, Dubuque, Iowa
Greater Lowertown Master Plan, Saint Paul, Minnesota
Chaplain Schmitt Island Master Plan, Dubuque, Iowa
Downtown Market Analysis, Platteville, Wisconsin
Downtown Market Analysis, Sun Prairie, Wisconsin
Downtown Traverse City Retail Strategy, Traverse City, Michigan
Indy FastTrack Strategic Plan, Indianapolis, Indiana
Vision Plan for the Village of Bensenville, Bensenville, Illinois
St. Louis Regional Economic Adjustment Strategy, St. Louis, Missouri
Elk Grove Village Industrial District Master Plan, Elk Grove Village, Illinois

1. Team Structure & Capabilities



Education

Bachelor of Arts - Economics
Connecticut College

Garrett Harper, CFA

Real Estate Economist | AECOM

Garrett has 10 years experience providing market driven development strategies and evaluating various revenue streams related to real estate and infrastructure assets. He has been involved in all stages of the project lifecycle from demand forecasts & development planning through financial analysis & commercial structuring to asset disposal. He approaches his work from first understanding an area's real estate market fundamentals, economic outlook, and the competitive positioning. From this quantitative base, potential development strategies can be tested in both economic and financial terms as well as physically in terms of transport and urban planning impacts.

Select Project Experience

Lakefront Trail Separation Revenue Generation Analysis, Chicago, Illinois
Project Diamond, Confidential High-Rise Development Financial Analysis & Commercial Strategy, Chicago, Illinois
Tollway Oasis Redevelopment Planning Retail Strategy & Demand Forecasting, Confidential – Midwest
Citizens Coke Plant Redevelopment Market Analysis, Financial Analysis, & Economic Impact, Indianapolis, Indiana
Hospital Consolidation & Redevelopment Potential Pre-Feasibility Study, USA
Shopping Center Portfolio Analysis, USA



Education

Master of Urban Planning
University of Wisconsin - Milwaukee

Affiliations

Planners Network

Nathan Guequierre

Transportation Planner | AECOM

Nathan is a planner working on transportation studies, community outreach, comprehensive plans, policy analysis, economic development plans and redevelopment planning. His duties include project management, developing and implementing public involvement procedures, developing public information materials, writing and editing study documents and reports, data analysis and meeting facilitation. He has a special interest in pedestrian planning, and has presented internationally on the subject.

Select Project Experience

WIS 33 Multi-Modal Transportation Evaluation, Wisconsin Department of Transportation, Baraboo and Portage, Wisconsin
WIS 42 Village of Ephraim Streetscape Improvement Planning, Door County, Wisconsin
Walking Workshop Facilitation, Wisconsin Department of Transportation, Statewide Wisconsin
Menomonee Valley Transportation Consulting, Menomonee Valley Partners, Milwaukee, Wisconsin

1. Team Structure & Capabilities



Education

Doctor of Philosophy - Leadership
and Change
Antioch University

Master of Arts, Communication &
Public Policy
Goddard College

Bachelor of Arts, Liberal Arts
Goddard College

Tom Borrup, Ph.D.

Cultural District Planner | Creative Community Builders

Tom is a leader and innovator in creative community building – leveraging cultural and other assets to advance economic, social, civic, and physical regeneration of place-based communities. As founder and Principal of Creative Community Builders, he has consulted with cities, foundations, and nonprofits in over 20 states across the U.S. to develop synergy between arts, economic development, urban planning and design, civic engagement, and animation of public space. Special areas of focus are community cultural planning and cultural district planning.

Select Project Experience

Macon Arts Alliance Neighborhood Revitalization and Community Center Plan,
Macon, Georgia

Bravo Greater Regional Cultural Assessment and Plan, Des Moines Iowa
City of Durango Comprehensive Plan Update, Durango, Colorado,
with Michael Lauer Planning

Pierce County Transit Partnership and RFP Development for Cultural District Plan,
Tacoma, Washington

Dublin Arts Council Cultural District Plan for Suburban Re-Development,
Dublin, Ohio

2. Overall Approach & Process

Successful Downtowns are the Heart of a Community

Cunningham Group and our Partners have a shared belief about what we believe is essential to a successful Downtown. We believe successful Downtowns are:

- **...many things for many people.** They are not Districts dominated by any one user type or land use.
- **...active throughout the day and into the evening** – 12 months of the year.
- **...built incrementally, over time** so that they can endure through investment cycles.
- **...follow trajectories, not trends.** They make careful investments that follow the fundamentals of good city building.
- **...beloved.** They are places where people create memories and emotional connections to place.
- **...flexible.** They are designed to adapt to a range of investors over the course of decades.
- **...well connected – for all users.** The transit, street, and trail system allows people to move throughout the Downtown easily with choices, thereby supporting business, leisure, recreation, and other essential activities.
- **...compact and walkable.** Their form and pattern presents a distinct environment from the rest of the City.
- **...human scaled.** They are built to facilitate human interaction in public and in doing so they support community cohesion and help create social capital.



2. Overall Approach & Process

Overview

Our approach to downtown and waterfront planning aims to produce plans that are both aspirational and achievable, relying on the fundamentals of good planning and urban design: Respect for local culture and needs, a people-centered approach to designing for public and private spaces; and a grounding in practical and implementable solutions and strategies.

It starts with Place

Whether working at the scale of a city, district, neighborhood, or site, we strive to understand the range of forces and connections- both current and historical- that shape and animate a place, including environmental, social, and economic factors. Rigorous analysis of social and physical patterns provides a critical foundation for our design and planning process. At the same time, we rely on community leaders and diverse stakeholders, residents, businesses, and institutions, to provide the voice and direction that allows our work to reflect a unique identity and defining sense of place.

Starting with “place” means that we develop solutions that honor and celebrate the strengths, cultures, and history of a community, while layering in new ideas, best practices, and innovations in the field that can generate public support and enthusiasm, catalyze investment, and create new visions for the future.

A community-based approach

We understand that the best solutions come from working closely with local stakeholders who are our on-the-ground experts. A process that brings stakeholders along in the process, cultivates active participation, and develops local champions for the plan is more likely to have community acceptance and support in the long-run. In this sense, effective community engagement is a first and foundational step in implementing the plan.

Our community-based approach builds buy-in and momentum towards implementation through a process with multiple touch points to the community (e.g. advisory committees, public events and workshops, surveys, online

and in-person communications). We work with our clients to craft a customized engagement strategy that is appropriate to the project and the budget, and provides stakeholders with key opportunities to listen, learn, and actively participate in creating the Plan.

Visionary, yet implementable

Our team has demonstrated success helping communities to develop plans that feature not only lofty visions, but also practical and achievable goals. We employ a variety of graphic and visualization techniques (maps, renderings, 3-D models) to illustrate our ideas and create a more tangible sense of how future improvements could look and feel over time. Our plans are user-friendly and visually-appealing, and can be tailored for multiple audiences and users.

We also leverage our team’s technical knowledge to ground a project’s vision with tools and strategies that can help to overcome critical challenges in implementation. Across the fields of planning, urban design, engineering, historic preservation, and development finance, our team has the ability to develop practical solutions to real-world problems.



Local Knowledge We rely on community members to serve as our local experts, participating in exercises that help us identify strengths, weaknesses, and local dynamics, and to develop a common vision and goals.



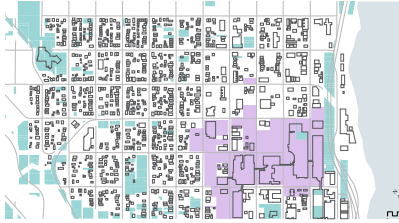
Creative Engagement We employ a variety of creative engagement strategies suited to the needs of a project. Wood Block Models are one example that allows participants to explore the implications of various development options.

2. Overall Approach & Process

How We Plan

INPUT

Hard Data



Regional to Site Analysis explores a wide variety of characteristics from the regional to the site scale, including natural systems, land use and ownership, zoning, transportation, and community amenities.

Soft Data



Public Knowledge & Input is a critical form of data. Community members participate in exercises that help us identify strengths, weaknesses, and local dynamics, and to develop the community's vision for the area.

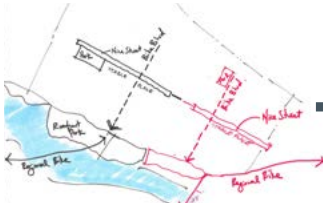
Precedent Studies



Precedent Studies are one way to explore possible solutions. Images of existing places can help illustrate a local vision. Maps and diagrams explain how a particular example works and how it relates to the site.

PROCESS

Initial Sketch



Concept Plan

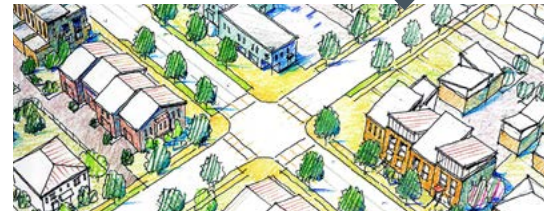


Illustrative Rendering of Overall Site



From General to Specific, from Big to Small

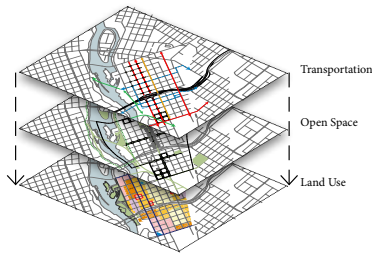
The design for a site is developed step by step with frequent stakeholder input. Ideas are first explored with rough sketches, taking on more detail as concepts are refined and vetted by the community. A concept plan, which provides an overall vision for the site, is expanded into a 3D model, allowing for further articulation of the urban space. The design is detailed both at a site-scale and at the block-level- and ultimately rendered as hand-drawn or digital illustration from a birds eye or street-level perspective.



Illustrative Rendering of Specific Area

OUTPUT

Frameworks



Frameworks represent interrelated physical systems, such as Land Use, Open Space, and Transportation, that organize and define the physical environment. Frameworks serves as road maps to guide future development.

Explanatory Diagrams



Diagrams explain complex systems and design recommendations with simplified imagery and labels. While explanatory text is often included, powerful and visually-appealing diagrams stand on their own.

Character of Place

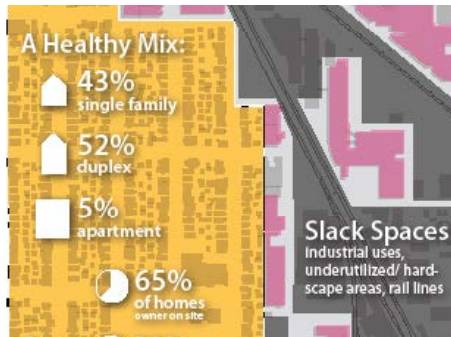
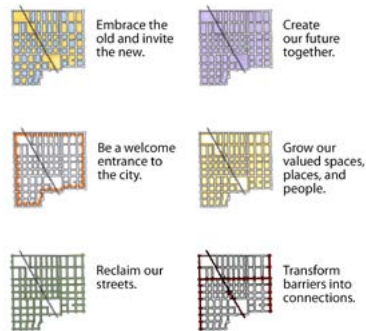


Illustrative Drawings either digital or hand drawn illustrate the final vision for the site as it might be experienced from the ground. These images are very powerful for generating support for the Project and its future implementation.

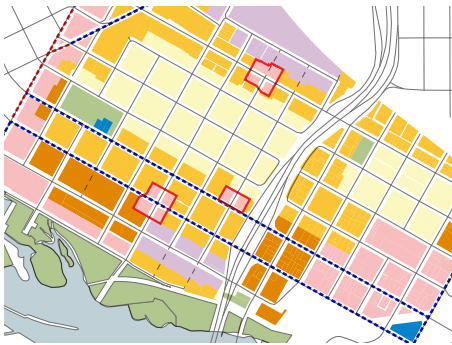
2. Overall Approach & Process

How We Communicate

We communicate, as much as possible, through graphics and illustrations. Urban design plans have a wide audience. From the layperson to the mayor, the developer to the activist, plans have to communicate complex ideas, in simple and direct ways.



Diagrams and Infographics are an effective way to convey complex dynamics and approaches. While less detailed or technical, they express in simple terms, the larger ideas and issues around which a project can rally.



Technical Diagrams and Regulating Plans are designed to be both readable by the public, and technically and dimensionally accurate. The drawings convey detailed information, recommendations, and guidelines that can inform future development.



3D Modeling allows the team and client to explore in three dimensions, the scale and massing of future development. We model the full project area and specific sites to simulate how future development patterns impacts spatial relationships at various scales.



Character Images and Renderings can range from loose sketches that allow the mind's eye to fill in the gaps- to highly photorealistic rendering that create a more explicit sense of experience and place. The intent of these drawings is to bring the audience to a place they may have not imagined.

2. Overall Approach & Process

What We Deliver

If it doesn't fit on the shelf, it won't sit on the shelf.

When was the last time you sat down with a 100-page plan and read it cover to cover? As people everywhere are experiencing increasing demands on their time and attention, we need to rethink traditional document formats to make plans more accessible and usable for broader audiences.

We have found that plans that fit on a shelf are bound to sit on a shelf, no matter how thorough, accurate, or progressive the plan is. Lengthy print documents have a greater tendency to go unseen and unused by the general public.

The medium matters.

Planning needs to meet people where they are, engaging stakeholders in multiple ways and providing formats that are accessible, easy-to-understand, and visually engaging. We strive to deliver work in multiple formats tailored for diverse users and preferences, according to the needs of the Client and the Project.

Increasingly, we are moving away from creating a single "thick" plan, and moving towards multiple "thin" documents or deliverables (some digital, some printed media) that are easier to distribute, use, and promote.

Deliverables might include:

A Printed Report that is highly visual and written in clear, non-technical language. Our goal is to communicate complicated ideas simply, so they can be understood by a wide audience. The full document, while graphically oriented, will contain the desired detail included in the scope.

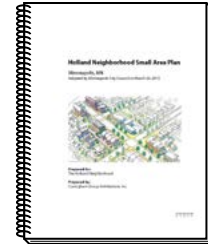
A Poster (Plan on a Page) that summarizes key elements of the plan, including infographics and other illustrations to highlight big ideas. The poster can be made available for download or print, and can be displayed on office walls, bulletin boards, and in storefront windows.

A Project Website that provides a dynamic and visually-engaging interface for learning about the Plan. The site can be used to convey ideas, gather feedback, and notify people of events related to the Plan. The website can live on after the Plan is adopted and serve as a place to reference plan recommendations, download documents, and find project updates.

A Sketch Up Model that depicts the project area, existing conditions, and proposed build out. This model can be used by the Client or other stakeholders for future planning and design, and can be updated continuously to reflect future changes to the built environment.

Printed Report

[click to view example](#)



Plan on a Page

[click to view example](#)



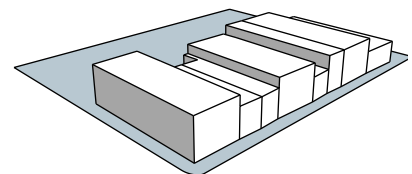
Website

[click to view example](#)



(hollandsap.businesscatalyst.com)

Sketch Up Model



2. Overall Approach & Process

Proposed Scope

Below is a more detailed work scope resembles the scope of services included in the RFP, but adds more detail to certain items, such as deliverables, the design charette, and process.

PHASE 1: Due Diligence and Background Research (approximately 2 months)

TASK 1.1

Project Management Communication and Coordination

This Task is led by Cuningham Group. We propose approximately bi-weekly phone calls with the Client. The purpose of these phone calls is to ensure the Project is moving forward and all expectations are shared.

In addition, we conduct calls/meetings with the Steering Committee every 4-6 weeks. Some of these meetings are on-site in De Pere, others are via conference call or web meeting. We conference in teammates depending on the topics at hand.

TASK 1.2

Physical Analysis

Using GIS data as a base we prepare a set of analysis drawings at multiple scales to understand and explain the underlying patterns of the study area. This includes an analysis of open space, circulation, land use patterns. We collect related physical data by walking the study area – this includes frontage conditions and a finer level of land use data. In our on-site reconnaissance we perform site photography and build a library of photos for reference. These are used throughout the Project to understand details such as frontage and building conditions. We develop a 3D Sketchup Model of downtown that is used later in the process for design and illustrations. Our level of detail increases as we examine sites closer to the proposed site of the Mulva Center.

TASK 1.3

Master Plan and other Document Review

The team reviews all documentation related to the project. Special attention is given to understanding the 2010 Downtown Master Plan. Our efforts likely result in an amendment to the Master Plan so it is important to fully understand the baseline policy guidance that the City is currently operating under.

TASK 1.4

Transportation Analysis

The team collects existing data (including recent traffic studies) on pedestrian, transit, and bicycle, systems. Our focus is two fold. Firstly we analyze parking needs for the Cultural Center; secondly we analyze the overall access patterns of the area. The goal is to create a place where people of all ages and abilities can move safely and freely about, on foot, in car, and on bike.

2. Overall Approach & Process

TASK 1.5

Economic Analysis

AECOM confirms the customer base available to sustain retail activities in Downtown De Pere. Analysis of the customer base includes collection of data related to day and evening populations as well as visitor populations available to the downtown Core Trade Area:

- Population and income data for the core trade area compared to City-wide and regional data using sources such as the US Census and ESRI Business Analyst; college students populations are broken out.
- Estimate the number of day-time workers who live and-or work in the Core Trade Area using the US Census On the Map tool.

The assessment compares trends specific to the defined trade area with city, state, and national benchmarks.

Real Estate Market Assessment

Evaluate commercial and residential real estate trends, starting with an update to the existing AECOM inventory file for Downtown De Pere; priority assessments will include:

- Retail Development – Current inventories, tenant mixes, lease rates, vacancy levels, and recent construction trends are reviewed, along with insight regarding land and building values linked to lease rates. Retail inventories will be analyzed in terms of population served per square foot of retail space, to help judge supply and demand imbalances. Trends related to national retail spending, the impact of internet retail, and the unique spending patterns of college students are summarized.
- Residential Development – Discussion of recent infill housing projects (rental or owner-occupied), covering absorption of new units, rents / values, and age groups active in the market. We interview university officials to clarify current efforts. We clarify demand and supply relationships for housing and note key competitive and comparable developments in the region. Changes regarding parking and other residential amenities will be noted.
- Office Development – As an extension of the daytime employment analysis, AECOM evaluates downtown office trends, focused on rents and building values, vacancy, absorption, and competitive positioning of space relative to regional submarkets.

Based on conclusions reached during market and planning phases, the consultant team refines strategy implications. While precise conclusions logically evolve out of the research process, initial efforts could focus on:

SAMPLE ITINERARY FOR TRIP # 1

Day 1

12 - 1 PM: Team and Client Lunch Meeting

1 - 3 PM: Walking Tour with Client and Select Stakeholders

4 - 5 PM: Set up Studio, prep for Steering Committee

5 - 7 PM: Working Dinner with Steering Committee

7 - 9 PM: Team Work Session

Day 2

8 - 9 AM: Team Breakfast Meeting

9 - 10 AM: Focus Group Meeting

11 AM - 12 PM: Focus Group Meeting

12 - 1 PM: Team Lunch

1 - 2 PM: Focus Group Meeting / Site Reconnaissance

2 - 3 PM: Focus Group Meeting / Site Reconnaissance

3 - 4 PM: Focus Group Meeting / Site Reconnaissance

4 - 5 PM: Prep for final meeting

5 - 6 PM: Steering committee and / or Client Debriefing Meeting

2. Overall Approach & Process

- Recommendations for near-term and mid-term mixed use development
- Identification of barriers to commercial development
- Recommendations regarding land use

TASK 1.7

Trip 1: Site Reconnaissance and Information Gathering

The full team takes a day and a half trip to De Pere to meet with the Client, steering committee, and focus groups. The purpose of this trip is to confirm hard data, check base mapping, conduct on-site analysis, perform photo reconnaissance and gather focused information from stakeholders, and officials. If possible, we meet with the Steering Committee / Client twice over the span of a day and a half - once as a kick off and a debriefing meeting at the end of the trip. We can also host an open house or another form of public meeting depending on whether the Client wants to engage a broader public. See sample itinerary in the sidebar.

PHASE 2: Vision and Design (approximately 2 months)

TASK 2.1

Develop ProForma for the Front Street Block

A critical component of the analysis is the development of a financial model / land residual analysis that allows for iterative refinements as the assessment progresses. The model is critical in evaluating phasing / parcel redevelopment options and understanding linkage between highest and best use (residential / mixed use / hotel), density, and underlying land values. The land residual analysis examines a project from an owner / developer perspective, beginning with estimates for residential and commercial / industrial development prices and absorption, along with offsetting direct construction costs and infrastructure costs. The financial model incorporates all of the direct revenue and expense components over a multi-year period, with the output being the level of investment that a developer would be willing to pay for the underlying land, based on an assumed minimum rate of return. The Team starts developing the model in Phase 1 and we refine it in Phase 2, at which point we can also estimate economic and fiscal benefits.

TASK 2.2

Overall Project Goals

The team develops overall goals and objectives. These goals guide the work in the upcoming charrette. It is important to get overall approval on the Goals at this stage of the project. We develop initial objectives that get refined throughout the remainder of the project.

SAMPLE ITINERARY FOR DESIGN CHARETTE

Day 1

8 AM - 9 AM: Team sets up Studio

9 AM - 11 AM: Team Meeting with Client and Steering Committee

11 AM - 1PM: Team working lunch

2 PM - 3 PM: Focus Group Meeting

3 PM - 4 PM: Focus Group Meeting

4 PM - 5 PM: Focus Group Meeting

5 PM - 10 PM: Dinner, Pin up and Work Session

Day 2

8AM - 9 AM: Team Breakfast Meeting

9 - 10 AM: Focus Group Meeting

10 AM - 12 PM: Team Work Session

12 - 1:30 PM: Meet with Client and Steering Committee

1:30 - 6:00 PM: Team Work Session

6:00 - 8:00 PM: Pinup and Dinner

Day 2

8 - 9 AM: Team Breakfast Meeting

9 - 10 AM: Focus Group Debrief (if necessary)

10 - 11 AM: Focus Group Debrief (if necessary)

PM: Focus Group Meeting

2 - 3 PM: Focus Group

3 - 6 PM: Team Work Session and Debrief with Client

2. Overall Approach & Process

TASK 2.3

Design Charette in De Pere

The team conducts a three day charette in De Pere in which we work together as a team with the client and steering committee to develop a shared vision for the area. The Charette process is conducted in an open location with a full team staffing a small studio while also facilitating meetings with stakeholders.

The design charette is carefully scheduled to balance stakeholder meetings with production time. The goal is to create a series of closed feedback loops where the team receives information, generates ideas, and makes decisions, in rapid succession.

The team works at multiple scales (East Downtown, Riverfront, Cultural Center Site) simultaneously. We staff each scale with a designer/planner team. Each team will have architectural / urban design expertise relevant to the issues of the site. The East Downtown design team includes all three zones described in the RFP (Secondary, City, and River). This team develops overall framework diagrams that address systems such as transportation, and land use and public art. In addition, the East Downtown team identifies key cultural and historic sites, and offers overall recommendations for redevelopment, parking and land use.

The River Zone design team examines open spaces, land uses, and transportation recommendations from the frameworks, in greater detail for the riverfront blocks between Chicago Avenue and Voyager Park. The team focuses their detailed work on George Street Landing the Front Street Block, and Wells Park. Special attention is given to the block between George Street and the Claude Allouez Bridge. The city owns a parking structure along the river that serves the adjacent businesses. AECOM develops a proforma for the River Zone team to work with to develop alternatives to the block between George Street and the bridge.

The City Zone Design Team examines the Mulva Center site itself as well as the surrounding blocks to the north, east, and south. The Team is not charged with designing the Center, however they offer recommendations for building orientation, access, views, and overall organization of the site. In addition, the City Zone team is charged with parking recommendations and recommending improvements to surrounding streets such that the Mulva Center is prominent and fully accessible by people of all ages and abilities.

In addition to the three teams working at the three scales, we host and facilitate Steering Committee Meetings, focus group stakeholder meetings, and an open house, if necessary. The design studio works while we host meetings in an

Examples of 3 Alternatives and a Hybrid



Alt 1: Parallel Main Streets



Alt 2: Broadway as Focus



Alt 3: Riverfront



Hybrid Solution

2. Overall Approach & Process

adjacent room. Our three day schedule allows for opening and closing meetings with the Client and Steering Committee as well as approximately five Focus Group Meetings.

TASK 2.4

Summary Report from the Charette

Upon return to the office, the team compiles a Summary Report from the Charette. This report is designed to package all the relevant material to date - including design sketches, alternatives, and meeting minutes. The Team turns this around in 2 weeks and sends it to the Client for review.

PHASE 3: Deliverables: Draft and Final Reports

TASK 3.1

Selection of Preferred Alternative (or Hybrid)

Based on public feedback and discussion with the Client, the team chooses a preferred alternative. Often this alternative emerges from the previous one and is a hybrid. Cuningham Group illustrates this preferred alternative as a high resolution Illustrative Master Plan together with an overall aerial perspective drawing (watercolor or color pencil). We support these overall perspective renderings with a minimum of three low aerial or eye level illustrations that further describe the desired character and image of key locations in the Plan.

TASK 3.2

Draft Plan Production

The team develops a Draft Report based on the work to date and the feedback from the previous meeting. The Draft report is highly graphic and focuses on the most pressing issues related to developing a Cultural District Plan and realizing the full potential of the Cultural Center. At a minimum, the Plan includes:

- Land Use Framework Plan focusing on creating a mixed use, culturally oriented district.
- Transportation Framework Plan focusing on creating a well connected and human scaled movement network
- Open Space Framework Plan focusing on public gathering and creative placemaking
- Urban Design Framework Plan focusing on creating a well designed, highly image able District.

2. Overall Approach & Process

- Detailed Recommendations for the Riverfront and City Zone Blocks. This includes building height and massing recommendations, list of recommended business and housing types, and parking solutions.
- Illustrative Plans, section drawings and axonometric drawings of key sites in the Study Area.
- Three renderings showing the overall character and image of the District. These renderings are a combination of aerial, low aerial and eye level images. They are drawn as a sketch at the charette and then completed as a finished rendering for the report.

TASK 3.3

Draft Plan Review and Final Steering Committee Meeting

The team meets with the Steering Committee one last time to discuss changes to the Draft Plan. If necessary, this meeting can happen in person in De Pere.

TASK 3.4

Final Plan Production

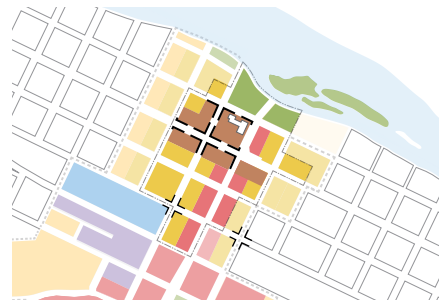
Our approach to report production and communication is to create a graphics heavy set of deliverables that reach many audiences. At a minimum we produce a Report to be adopted by City Council as an amendment to the existing Master Plan. Our goal is for this report to be brief but thorough. The Executive Summary can be pulled out as a stand-alone document. In addition, we create a “Plan on a Page.” This is a poster (size to be determined) that can be hung in storefronts and libraries.



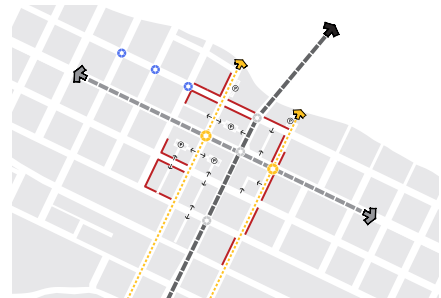
Illustrative Plan



Framework: Open Space



Framework: Land Use



Framework: Access and Circulation

3. Proposed Changes to the Scope / Deliverables

We have reviewed the RFP Work Plan and Scope and are comfortable with it as a place to start to develop a more detailed scope and set of deliverables. In the previous section we have begun to develop a more detailed work plan and set of deliverables. Our work plan in Section 2 includes:

- 3 trips to De Pere (reconnaissance, charette, draft report)
- 2-3 Steering Committee meetings conducted over video/web conferencing
- Due diligence summary report
- Draft report
- Final report

We have included on our team a an economist, municipal engineer, transportation planner, and a cultural district planner. Each are valuable to the creation of a Cultural District. Upon further refinement of the scope of services and deliverables we propose to work with our team and the Client to further define the role of each team participant.



4. Description of the Client Team



We propose the Client Team to be organized to:

- create well defined roles
- facilitate an inclusive process
- provide a linear process that concludes in 6 months
- have buy-in from the outset
- coordinate stakeholder engagement

Key components of the Client Team includes:

Project Manager: The Project Manager is the day to day contact with the consultant team. He/she is responsible for administering the contract, and facilitating internal City communication (with Staff, Boards/Commissions, and elected officials). The Project Manager is also the primary liaison to the Steering Committee. The Project Manager also works with the Steering Committee to organize public outreach.

Steering Committee: meets every 4-6 weeks with the Consultant team over the 5-6 month process. The Steering Committee is the liaison between the project and their respective networks and interests. The Steering Committee should be appointed by City Council and charged with steering the content of the Plan; ultimately the Steering Committee recommends action to the City Council. Steering Committee should be approximately 10-16 people.

Focus Groups: The work plan recommends approximately 4-5 separate focus groups with whom the consultant team meets over the course of the project. Ideally we meet with each focus group twice. Focus Groups provide input and feedback. They are generally a specific group with a specific interest or body of knowledge. Focus Groups may be brokers, developers, artists, business owners, municipal partners, etc.

General Public: We work with the Client to determine the extent and degree of broader public input. This can range from an open house to a larger public meeting. The work includes provisions for one open house during the charette.

5. Case Studies for Similar Projects

Cunningham Group and AECOM have extensive experience working in downtown and waterfront environments. We understand the unique characteristics of these places and their importance in the communities they are located.

AECOM and Cunningham Group have worked together on several Downtown and Waterfront projects in recent years. Andrew Dresdner and Chris Brewer led their team's efforts in Dubuque, IA (both the Millwork District Plan and Chaplain Schmitt Master Plan). The Millwork District Plan has won multiple planning and design awards, Federal and State grants. Since the Plan was completed, the District has seen the construction of 400 new units, an Amtrak Station, Co-op Grocery, new park, and new streets.

DOWNTOWN AND WATERFRONT PROJECTS

Cunningham Group

- Chippewa Falls, WI: Downtown Riverfront Plan
- Louisville, CO: Small Area Plan
- Worthington, MN: Downtown Guidelines
- Duluth, MN: Downtown Sub Area Plan, 6th St Corridor
- Monticello, MN: Downtown Master Plan
- Saint Paul, MN: Downtown Sub Area Plan
- Dubuque, IA: Downtown Sub Area, Warehouse District
- Overland Park: Downtown Form Based Code
- Boulder CO: Form Based Code

AECOM

- De Pere, WI: Downtown Master Plan Market Analysis
- Sun Prairie, WI: Downtown Market Analysis
- Platteville, WI: Downtown Market Analysis
- Traverse City, MI: Downtown Retail Market Analysis
- Wichita, KS: Downtown / Arena District Master Plan
- Dubuque, IA: Warehouse District Master Plan
- Clayton, MO: Downtown Market Analysis and Master Plan
- St. Paul, MN: Lowertown Master Plan Market Analysis
- Downtown Oak Park, IL: Colt Goldberg Building Adaptive Reuse Analysis
- Mason City, IA: Downtown Master Plan Market Analysis
- Tinley Park, IL: Downtown TOD Market Analysis
- State College, PA: Downtown Market Analysis
- Dallas TX: Downtown Dallas Farmers Market Master Plan

CULTURAL DISTRICT PLANS

Creative Community Builders:

- St. Croix Valley Foundation, Hudson, WI
- Michigan Main Streets, Calumet & Boyne City, MI
- Legacy Project, Rochester, MI
- Forecast Public Art & American Planning Assoc.
- Macon Arts Alliance, Macon, GA
- Bravo Greater Des Moines, IA
- Cincinnati USA Convention & Visitors Bureau
- Dublin Arts Council, Dublin, OH
- Franconia Sculpture Park, Center City, MN
- City of Grand Forks, ND, with Forecast Public Art
- Artistry and City of Bloomington, MN
- Hennepin Theatre Trust, Minneapolis, MN
- National Alliance of Media Arts and Culture, San Francisco, CA
- Cultural Development Corp., Oklahoma City, OK
- Creative Alliance of New Orleans, LA
- Arts & Community Change, Brooklyn, NY
- Lowertown Master Plan Task Force, St. Paul, MN
- Arts Alliance Illinois, Chicago, IL
- 651 ARTS, Brooklyn, NY
- Juxtaposition Arts, Minneapolis, MN
- Tucson-Pima Arts, Council, AZ
- Walt Disney Corporation, Lake Buena Vista, FL
- City of San José CA, Office of Cultural Affairs
- New England Foundation for the Arts, Boston, MA
- Surdna Foundation, New York, NY

5. Case Studies for Similar Projects

Cunningham Group Planning Awards



"To come up with a plan that people could reach some kind of consensus on, I think is an extreme challenge, and Cunningham Group did that. Not only did they do that, they did it in a pretty short time frame. We were on a fast track. We would be going from one meeting with the property owners, meeting with the bankers, then meeting with the arts community. Yet they were able to take information from those meetings, and really get to the nuts and bolts of what needed to happen and be done in short order and deliver drafts and products back to us in the time frame they promised. Frankly, I was awed with their abilities to do those kinds of things."

— David Heier, Economic Development
Director, City of Dubuque
Millwork District Master Plan

U.S. Environmental Protection Agency (EPA) National Award for Smart Growth Achievement: Historic Millwork District Master Plan, Dubuque, Iowa, 2013

American Planning Association, Wisconsin Chapter (WAPA) Chapter Award - Plan Document Category: Greenbush/Vilas, Meriter Hospital and Saint Mary's Housing Plan, Madison, Wisconsin, 2011

American Planning Association, Kansas Chapter Pioneer Award - Urban Category: Downtown Form-Based Code, Overland Park, Kansas, 2011

Minnesota Chapter of the American Planning Association Merit Award: Zoning and Design Rules for the Minnesota State Capitol Area, Saint Paul, Minnesota, 2010

1000 Friends of Iowa Best Development Awards - Leadership Category: Historic Millwork District Master Plan, Dubuque, Iowa, 2009

Iowa Chapter of the American Planning Association Planning Excellence Award - Innovation in Best Practices for Sustainability: Historic Millwork District Master Plan, Dubuque, Iowa, 2009

Dubuque Main Street 24th Annual Awards - Best Community Initiated Development, 2009: Historic Millwork District Master Plan, Dubuque, Iowa, 2009

American Planning Association, Wisconsin Chapter (WAPA) Chapter Award - Urban Design Category: Stoughton Road Revitalization Project Plan, Madison, Wisconsin, 2009

Minnesota Chapter of the American Planning Association Merit Award - Outstanding Planning or Urban Design Category: Riverdale Station Area Transit Oriented Development Guidelines, Coon Rapids, Minnesota, 2008

Minnesota Chapter of the American Planning Association Merit Award - Outstanding Planning or Urban Design Category: Uptown Small Area Plan, Minneapolis, Minnesota, 2008

American Planning Association, Wisconsin Chapter (WAPA) Chapter Award - Planning Category: Chippewa Falls Downtown Riverfront Plan, Chippewa Falls, Wisconsin, 2008

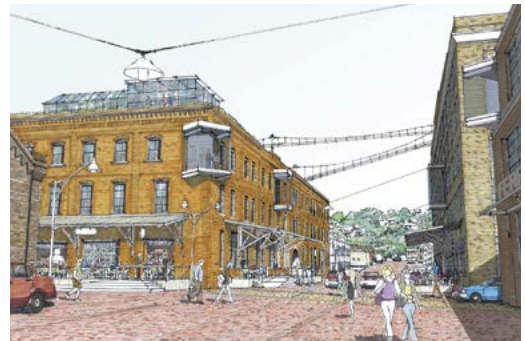
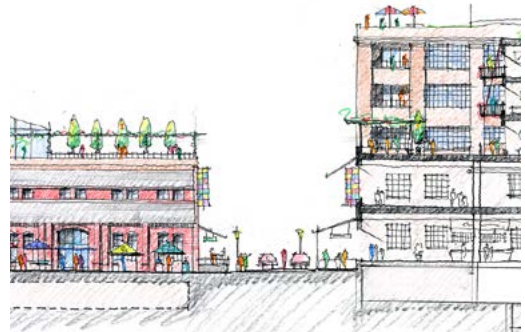
Neighborhoods USA National Neighborhood of the Year Award - Multi-Neighborhood Project Partnerships Category: Stoughton Road Revitalization Project, Madison, Wisconsin, 2008

5. Case Studies for Similar Projects

Cunningham Group and AECOM

Dubuque Millwork District Master Plan

Dubuque, Iowa



The Dubuque Millwork District Master Plan is an aggressive vision for redevelopment of over one million square feet of warehouse space in Downtown Dubuque.

Over time, the District will reestablish itself as a regional engine of growth. Cunningham Group is working with the City of Dubuque to develop a plan that recommends maximizing community and environmental benefits of redevelopment through cooperation between the public and private sectors.

Five systems—water, energy, development, green space, and arts and culture—comprise the organizing framework for implementing the Plan at both the district and building scales. Specifically, the District will strive to stay within its rainfall budget, approach carbon balance, create sustainable jobs and housing, and reinforce the importance of connectivity within the city.

5. Case Studies for Similar Projects

Cunningham Group and AECOM

Greater Lowertown Master Plan

Saint Paul, Minnesota



The Greater Lowertown Master Plan is organized at the neighborhood grass-roots level and focused around the 4th Street Station Area on the Central Corridor light rail line. Future development and investment are based on realizing the most mature transit oriented village in the Twin Cities.

The Master Plan will address a range of redevelopment issues, how the Central Corridor LRT will respond to the District, and how new investments should respond to the character of the area. A major concern of the plan will be connections and views to the Mississippi River.

5. Case Studies for Similar Projects

Cunningham Group

Downtown Form Based-Code

Overland Park, Kansas



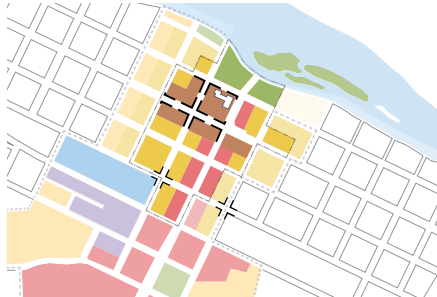
Cunningham Group collaborated with Farrell Madden Lewis to prepare a Form-based Code for the Metcalf Boulevard corridor, nearby redevelopment areas, and the downtown district. The initial step of this project included the facilitation of a week-long charrette where the entire corridor, including downtown, and several sub-area nodes were modeled in SketchUp. Cunningham Group served on the initial design charrette team and prepared a wood scaled model of downtown to illustrate the potential of the code. Regulating plans and overlay sketches were produced to communicate desired form-based outcomes

5. Case Studies for Similar Projects

Cunningham Group

Downtown Master Plan

Monticello, Minnesota



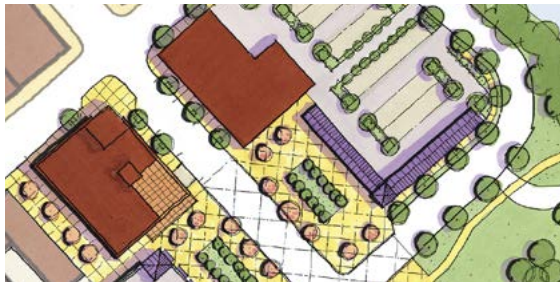
Downtown Monticello has seen very little investment activity since their previous Master Plan in 2009. That Plan proposed a radical change to the fabric of the city - one that abandoned their historic Main Street in favor of suburban development patterns. This Plan proposes a different approach - one that builds off the existing strengths of the area and recognizes the virtues of a walkable downtown. The Monticello Downtown Plan focuses redevelopment efforts into the core blocks of the original main street and towards the riverfront. The Plan provides strategies for revitalizing Main Street and amplifying the presence of the River into the life of Downtown by redesigning the park so it is more flexible and more active. In addition the Plan offers specific guidelines for the development of two catalytic projects in the core of Downtown.

5. Case Studies for Similar Projects

Cunningham Group

Chippewa Falls Riverfront Plan

Chippewa Falls, Wisconsin



The Chippewa Falls Redevelopment Plan reconnects the city to its waterfront. Underused public space becomes a prominent park that blends downtown and river edges, improved access invites recreational activity to an area that was once industrial, and better visibility and connectivity reunite people with their natural surroundings.

Working in concert with flood plain and floodway restrictions, Cunningham Group proposed downtown redevelopment and park amenities that reinforce urban form and riverfront features. New buildings and parking areas respond to and complement the existing downtown context, public plazas act as gateways and establish a formal edge to development at the floodway boundary, and phased implementation plans reflect the city's budget requirements and priorities.

The Redevelopment Plan was later adopted by the City of Chippewa Falls.

5. Case Studies for Similar Projects

Cunningham Group

Sixth Avenue East Corridor Redevelopment Strategy

Duluth, Minnesota



Sixth Avenue East occupies a prime location near downtown Duluth and overlooking Lake Superior. However the street's high-speed traffic currently acts as a barrier, separating two neighborhoods and making walking and biking difficult and dangerous. The Redevelopment Strategy for Sixth Avenue East supports the neighborhoods' vision for the currently blighted and disinvested area as a walkable, mixed-use commercial node by making recommendations for redevelopment in the larger 6th Avenue corridor.

Recommendations simplify land uses, manage scale transitions, and identify redevelopment opportunities, including introducing a variety of housing types, neighborhood retail, and new parks and open space. Dense development and public open space in the corridor will create a vibrant urban neighborhood with attractive places to live and work, meeting the greater needs of local stakeholders, the surrounding neighborhoods, and the city.

5. Case Studies for Similar Projects

AECOM

Downtown Market Analysis

De Pere, Wisconsin

AECOM Economics (formerly ERA) was engaged as part of a larger team effort to take part in a market analysis and master planning effort for downtown De Pere, located along the Fox River in Green Bay, Wisconsin. The market analysis effort included extensive stakeholder interviews, covering downtown merchants, property owners, the local Chamber of Commerce and Main Street Program, and city officials. We also completed an extensive inventory of downtown space, including hotel rooms, retail and restaurants, office space, and institutional activities. Demand for retail spending was evaluated in light of the on-going national recession at that time.

The study considered several specific elements:

- Evaluating the existing inventory and mix of retailers in the downtown area.
- Understanding the impact of existing roads, including one-way pairs on the west side of the Fox River.
- Understanding how national economic challenges impacted De Pere, and downtown merchants specifically.
- Evaluating the impact of the Fox River, which divides downtown De Pere into two smaller downtown submarkets, each with different demand drivers. Traffic implications associated with a new traffic circle were studied as well.
- The impact of downtown demand drivers, including students at St. Norbert College, as well as daytime office employees located in the downtown area.
- Completing a survey of downtown merchants to understand store performance and target markets.
- Evaluating demand and opportunities for urban housing, benchmarking De Pere against other Midwestern cities.

The project also evaluated the operation of the Main Street Program in De Pere, identifying challenges with the existing organizational structure, as well as opportunities. Project recommendations also focused on how the existing Main Street Program organization could be adjusted to enhance downtown opportunities.



5. Case Studies for Similar Projects

AECOM

Downtown Traverse City Retail Strategy

Traverse City, Michigan



In 2007, AECOM Economics was engaged by the Downtown Development Authority (DDA) to conduct a real estate market analysis of downtown Traverse City, evaluating current trends regarding retail, residential and office development in the downtown business district. The approach included an examination of local demographics for the City of Traverse City (about 15,000 residents) as well as a larger five-county trade area with about 154,000 residents. Regional retail markets were studied, focusing on a downtown inventory of about 450,000 sq. ft., and a regional retail inventory of about 4 million sq. ft. Vacancy and lease rate data was collected and compared with national retail industry trends. Similar approaches were followed for the office market, which saw growth of about 350,000 sq. ft. of new space since 1997, and the downtown residential market, which grew by 200 units in the same period. Critical findings from 2007 included identified concern about store sales performance lagging behind more aggressive growth in rent levels, as well as the impact of speculation, which has driven up prices for downtown buildings above levels supported by commercial and office rents. Recommendations focused on ways to expand evening events to boost pedestrian traffic, and on the formation of a non-profit entity to facilitate downtown reinvestment and land assembly.

For the 2016 update, AECOM expanded the market analysis to cover key corridors that connect with downtown, including West Front, East Front / Munson, South Garfield, 8th Street, Woodmere, and West 14th Street, with the analysis identifying a total of about 1,448,800 sq. ft. of retail inventory. Since 2007, downtown added nearly 100,000 sq. ft. of net new retail inventory, with continued low retail vacancies (4.2% vacant) which reinforce the strength of Traverse City as a regional destination. The restaurant and bar segment saw the largest increase in inventory, growing from 106,000 sq. ft. to 156,400 sq. ft. The market analysis indicated that office market vacancies were higher (>8%), particularly in the corridors. For downtown, there was also emerging concern about parking, as recent infill projects have significantly reduced the number of off-street parking spaces.

5. Case Studies for Similar Projects

AECOM

West Village Phase II Market /Financial Analysis

Durham, North Carolina



AECOM Economics (Formerly ERA) was engaged by the City of Durham, North Carolina to analyze the adaptive reuse of a 900,000-square-foot complex of former tobacco warehouses called West Village Phase II. We analyzed the developer proforma, with the intent of estimating the project's return on investment based on varying levels of public incentive support. The approach evaluated local residential, retail, and office real estate markets, along with basic demographic analysis. In addition, we explored similar downtown housing markets around the country to understand the competitiveness of downtown locations for housing development.

As part of the financial analysis, we reviewed developer financial assumptions, conducted interviews with downtown development officials, and evaluated competing adaptive reuse projects in downtown Durham, including American Tobacco as well as the Phase I component of West Village. Relevant secondary data regarding real estate market performance, including vacancy, demand drivers, operating expenses, and lease rates was also collected. The approach also considered the use of historic tax credits and assessed benchmark developer returns on investment, assuming both 100% equity investment and a combination of debt and equity investment. The above steps were used to help develop a preliminary financial analysis of the Phase II project. Based on our analysis, the City moved to approve an agreement with the developer to move the project forward. The project is now completed and open for occupancy.

6. Fee Proposal

Cunningham Group proposes a preliminary fee of \$80,000 to perform the services included in this Proposal. This includes:

- 3 trips to De Pere (reconnaissance, charette, final report)
- 2-3 Steering Committee meetings conducted over video/web conferencing
- Due diligence summary report (appendix to Final Report)
- Draft report (see below)
- Final report (see below)
- All Reimbursable Expenses related to travel (estimated at 5% of budget)

We anticipate further discussions with the Client to deliver maximum value for the budget.

POTENTIAL OUTLINE OF REPORT

- I. Executive Summary (pullout document, 4 pages)
- II. Background Information and Goals (6 Pages)
- III. Overall Vision of Cultural District (4 Pages)
 - Aerial Rendering
 - Eye level Rendering
 - Mid Aerial Rendering
- IV. District Wide Recommendations (4 pages)
 - Land Use Framework
 - Urban Design framework
 - Open Space Framework
 - Transportation Framework
- V. Riverfront Recommendations (4 pages)
 - Illustrative Plan
 - Development Parcels
 - Design Guidelines
 - Development Proforma
- VI. Mulva Center Recommendations (4 pages)
 - Organization of Site
 - Access and Parking
 - Surrounding infrastructure recommendations
- VII. Implementation (3 pages)
 - Regulatory recommendations
 - Incentive policy
- Appendix
 - Market Study

Our goal is to produce a brief graphically oriented report - approximately 30 pages - that provides direction for the District at three scales. The Plan has an Executive Summary that can be pulled out and used for marketing and wide distribution. In addition we produce a "Plan on a Page" - a poster that summarizes the key recommendations and overall vision of the Plan.

7. Timeline

Downtown De Pere Master Plan Proposed Schedule								
		2018	Feb	Mar	April	May	June	July
PHASE 1: Due Diligence								
1.1	Project Management							
1.2	Physical Analysis							
1.3	Document Review							
1.4	Transportation Analysis							
1.5	Economic Analysis							
1.6	Trip #1: Site Reconnaissance							
PHASE 2: Vision and Design								
2.1	Develop ProForma for Front Street Block							
2.2	Overall Project Goals							
2.3	Trip# 2: Design Charette							
2.4	Summary Report							
PHASE 3: Deliverables: Draft & Final Reports								
3.1	Selection of Preferred Alternative							
3.2	Draft Plan Production							
3.3	Trip #3: Draft Plan Review							
3.4	Final Plan Production							
	Steering Committee Meetings							



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**AGREEMENT FOR SERVICES BETWEEN THE
CITY OF DE PERE AND SMITHGROUPJJR, INC.
(Cultural District Master Plan)**

THIS AGREEMENT made and entered into this ____ day of _____, 2018, by and between the City of De Pere, a Wisconsin municipal corporation ("City"), and SmithGroupJJR, Inc., a foreign corporation authorized to do business in Wisconsin ("Consultant").

WITNESSETH

WHEREAS, City is in need of a Cultural District Master Plan for the east side of Downtown De Pere to establish an achievable development and planning vision to create a distinguished hub of culture and arts to complement and support the Mulva Cultural Center Development; and

WHEREAS, Consultant has available and offers to provide personnel, professional assistance and facilities necessary to accomplish the work within the required timeframe.

NOW THEREFORE, City and Consultant agree as follows:

I. DESCRIPTION OF PROJECT

The project is as described in the City Request for Proposals (Exhibit A) and Consultant's December 20, 2017 Proposal and addendum thereto dated January 31, 2018 (collectively referred to as Exhibit B), all 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.

If, during the course of performing the work, City and Consultant 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.

II. SCOPE OF CONSULTING SERVICES

Consultant agrees to perform those services described Exhibits A and B. Any change to the scope of services as identified therein shall be defined in writing and authorized by both parties prior to performing such work. Such writing shall include the scope of work to be done, the schedule for commencing and completing the work and the basis for compensation for such work.

III. SCOPE OF CITY SERVICES

City agrees to provide the Consultant such background documents, existing plans, and other information as it may have concerning the project that may be applicable in understanding the community or the design of the project, as are available.

IV. AUTHORIZATION, PROGRESS, AND COMPLETION

In signing this Agreement, the City grants the Consultant specific authorization to proceed with the work described herein.

V. OWNERSHIP AND FORM OF DOCUMENTS

All documents created, maintained or received during the course of this Agreement, including those in electronic form, shall be deemed the property of City and Consultant shall not be considered the owner of any such document nor shall the Consultant retain any common law, statutory, or other right therein, including copyright, patent, or trademark. To that end, Consultant agrees to and hereby does assign and transfer to City all rights, title, and other interests in such drawings, specifications, or other documents, which rights shall including copyright, trademark, or patent rights therein, unless City fails to pay Consultant for such drawings specifications and other documents, in which case the ownership and all rights shall revert to the Consultant.

City hereby grants Consultant a non-exclusive license to use the documents created pursuant to this Agreement, including any standard details used herein.

Consultant acknowledges that, as the Consultant to City, 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 they would otherwise be if maintained by the City. Consultant agrees that, within 10 business days of a written request of City, it shall forward to City any such contract or records maintained by Consultant as are requested by City. Such records shall be in the format requested by City provided that such records are kept and maintained in that format. City shall reimburse Consultant for its reasonable costs incurred in complying with this paragraph.

Consultant further agrees to indemnify the City from all costs City incurs should Consultant fail to comply with these requirements.

VI. CONFIDENTIALITY OF INFORMATION

Consultant understands that, during the course of work under this contract, Consultant may become privy to confidential information of City. Consultant shall maintain the confidentiality of all information specifically designated confidential by City unless withholding

such information would violate the law, create a significant harm to the public, or create a risk of significant harm to the public.

VII. TIME FOR COMPLETION

The parties hereto agree that time is of the essence in completion of the project as required under Exhibit A. Should Consultant encounter any circumstances, which, in the Consultant's opinion, will delay their response time, Consultant shall so inform the City as soon as the delay in response time is known.

VIII. COMPENSATION

The City agrees to pay, and the Consultant agrees to accept, compensation as identified in Exhibit B. Payment to the Consultant is due within 30 days after receipt of invoice by the City. Compensation for special services shall be as agreed upon by the City and Consultant and set forth in the written authorization for special services.

IX. RESPONSIBILITY OF CONSULTANT

The Consultant is employed to render a professional service only, and any payments made to the Consultant are compensation solely for such services rendered and recommendations made in carrying out the work. The Consultant shall follow the practice of its profession to make findings, opinions, factual presentations, and professional advice and recommendations.

X. NON-DISCRIMINATION

The Consultant agrees that, in performing under this Agreement with the City, it will not discriminate against any employee, applicant for employment or any other person or member of the public on the basis of age, race, creed, color, disability, marital status, sex, national origin, ancestry, arrest record, conviction record, military service, use or non-use of lawful products off the employer's premises during nonworking hours, declining to attend a meeting or to participate in any communication about religious matters or political matters, or any other basis provided under Wis. Stats. §111.321.

XI. 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.

XII. ALLOCATION OF RISKS

To the fullest extent permitted by law, the Consultant shall indemnify and hold harmless the City, City's officers, directors, partners, and employees from and against any and all costs, losses, and damages (including, but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused by the negligent acts or omissions of Consultant or Consultant's officers, directors, partners, employees, and Consultant's Consultants in the performance and furnishing of Consultant's services under this Agreement.

To the fullest extent permitted by law, Consultant's total liability to City and anyone claiming by, through or under City for any cost, loss or damages caused in part by the negligence of Consultant or Consultant's subcontractor and in part by the negligence of City or any other negligent entity or individual, shall not exceed the percentage share that Consultant's or Consultant's subcontractor negligence bears to the total negligence of City, Consultant and all other negligent entities and individuals.

XIII. SUBCONTRACTS

The Consultant shall obtain the written consent of the City prior to subcontracting any portion of the work to be performed under this project. The Consultant shall be responsible to the City for the actions of person and firms performing subcontract work.

XIV. 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 Consultant without the prior written consent of the other.

XV. INTEGRATION

This Agreement represents the entire understanding of the City and Consultant 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.

XVI. 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.

XVII. SUSPENSION OF WORK

The City may suspend, in writing, all or a portion of the work under this Agreement in the event unforeseen circumstances beyond the control of the Contractor make normal progress in the performance of the work impossible. The Consultant may request that the work be suspended by notifying the City, in writing, of circumstances which are interfering with normal progress of the work. If agreed, the time for completion of the work shall be extended by the number of days the work is suspended by Contractor through no fault of Contractor. In the event that the period of suspension exceeds 90 days, the terms of this Agreement are subject to renegotiation and both parties are granted the option to terminate work on the suspended portion of the project in accordance with Article XVIII.

XVIII. TERMINATION OF WORK

The City may terminate all or a portion of the work covered by this Agreement for its convenience. Either the City or the Consultant may terminate work in the event the other party fails to perform in accordance with the provisions of this Agreement. Termination of this Agreement is accomplished by 15 days prior written notice from the party initiating termination to the other. Notice of termination shall be delivered by certified mail with receipt for delivery returned to the sender.

In the event of termination, the Consultant shall perform such additional work as is necessary for the orderly filing of documents and closing of the project. The additional time for

filing and closing shall not exceed 10 percent of the total time expended on the completed portion of the project prior to the effective date of termination.

The Consultant shall be compensated for the completed portion of the work on the basis of work actually performed prior to the effective date of termination plus the work required for filing and closing.

XIX. 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 of 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 Consultant's services, the Consultant 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 Consultant shall attempt to resolve claims, disputes and other matters in question between them by mediation. A request for mediation shall be filed in writing with the other party to this Agreement. The request may be made concurrently with the filing of a civil action, but mediation shall proceed in advance of legal proceedings.

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.

XX. NOTICES

Any notification required or needed under the contract shall be sent via First Class Mail to the following:

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

If to Consultant:
SmithGroupJJR, Inc.
Attn: Tom Rogers
Project Manager
44 East Mifflin Street; Suite 500
Madison, WI 53703

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

SMITHGROUPJJR, INC.

CITY OF DE PERE, WISCONSIN

By: _____
Name: Tom Rogers, Project Manager

By: _____
Michael J. Walsh, Mayor

By: _____
Name: _____

By: _____
Shana D. Ledvina, Clerk-Treasurer

H:\azills\Agreements\2018\SmithGroupJJR(Cultural District Master Plan) 1-30-18-157-001-18.docx

Attachment: Consultant Agreement-SmithGroupJJR(Cultural District Master Plan) 1-30-18-157-001-18 (6624 : Reso #18-08 Authorizing

REQUEST FOR PROPOSAL

City of De Pere, Wisconsin

Cultural District Master Plan

City Summary

The 25,000 people who call De Pere, Wisconsin home know that the community provides a high quality of life in the Greater Green Bay metropolitan area. The excellent schools, a dynamic downtown, successful business parks and safe neighborhoods served by ample parks and natural areas have resulted in considerable loyalty and community pride among residents.

The residences, businesses and commercial areas are connected with a transportation and green space network that accommodates cars, bikes and pedestrians. The beautiful Fox River is the focal point of the City Center and the Claude Allouez Bridge unites the two sides of our dynamic downtown. Whether you are on the east side or west side, historic buildings thoughtfully blend with new redevelopment to provide a mix of housing, employment, shopping, dining and entertainment.

Purpose Statement

The Mulva family approached the City of De Pere in 2015 with a desire to contribute to the community in which they have a positive and enduring connection. Their wish – a new Cultural Center that will represent the character and values of the community in a unique and dynamic way.

The Mulva Cultural Center will preserve the history of De Pere and be ‘a place where history, culture, and the community meet and engage in innovative, creative, relevant and reflective participation.’ Important to the project is ‘an atmosphere and ambiance that encourages engagement and a sense of ownership by the community.’¹

The Center, proposed to be constructed at the southeast corner of Broadway St and the Claude Allouez Bridge Landing, will be highly visible, distinguished in material and architectural design, and offer sweeping views of and across the Fox River.

The Center will include:

- Core Exhibit Space
- Flexible Contemporary Gallery Space
- Performance Spaces
- Educational Spaces Accommodating All Age Groups
- Auditorium Space for the De Pere Historical Society, the Center, the City and the Community
- Areas for Reflection and Contemplation
- Food and Beverage Opportunities
- Corporate Event Space
- Library and Archives Room

The proposed Mulva Cultural Center is an unprecedented opportunity for the City of De Pere. The focus on arts and culture aligns with community values as identified in the City's Comprehensive and Downtown Master Plans.

De Pere has worked hard to implement many areas of the 2010 Downtown Master Plan over the past seven years. The Mulva Cultural Center, proposed after that Plan was approved, will be both an anchor and a catalyst for future Downtown investment. Now is the time to revisit the development and planning goals for the east side of Downtown De Pere, via a Cultural District Master Plan, in order to establish an intentional and achievable vision that will complement and support the Mulva Cultural Center.



Broadway Avenue – Downtown De Pere

Objective

Downtown De Pere will become the distinguished hub of culture and arts in the Greater Green Bay metropolitan area. Anchored by the Mulva Cultural Center, high quality dining and entertainment businesses will thrive amidst extraordinary views of the Fox River, public art of many forms and superior public realm and open spaces. Downtown De Pere will become a must-see destination, to be experienced over and over again, by residents and visitors alike.

An analogy – Since 2001, more than \$370 million in expansions and upgrades to Lambeau Field cemented the iconic stadium's position as a regional and state destination. The Packers organization understands and values the importance of leveraging that investment and their international brand in order to create long lasting community impact. To that end, the organization began quiet acquisition of nearby property that developed into a bold master plan and resulted in the Titletown District. Covering over 30% of the overall land area, a variety of distinctive, year-round-enjoyment public spaces create the backbone of this District, which will include residential, office, shopping and dining establishments.

Downtown De Pere already boasts a significant number of positive attributes, from natural spaces to historic character. Without suggesting that its overall community impact will be comparable to that of Lambeau Field, when complete, the Mulva Center's impact on the City of De Pere will be significant. In that sense, the Center can be thought of as De Pere's "Lambeau Field," an iconic building that will inspire community pride and attract visitors, residents and businesses to locate in De Pere. A thoughtful and inspiring vision of how the area surrounding the Cultural Center may develop will best leverage success and create synergies throughout the Downtown.

Cultural District Master Plan

Goals

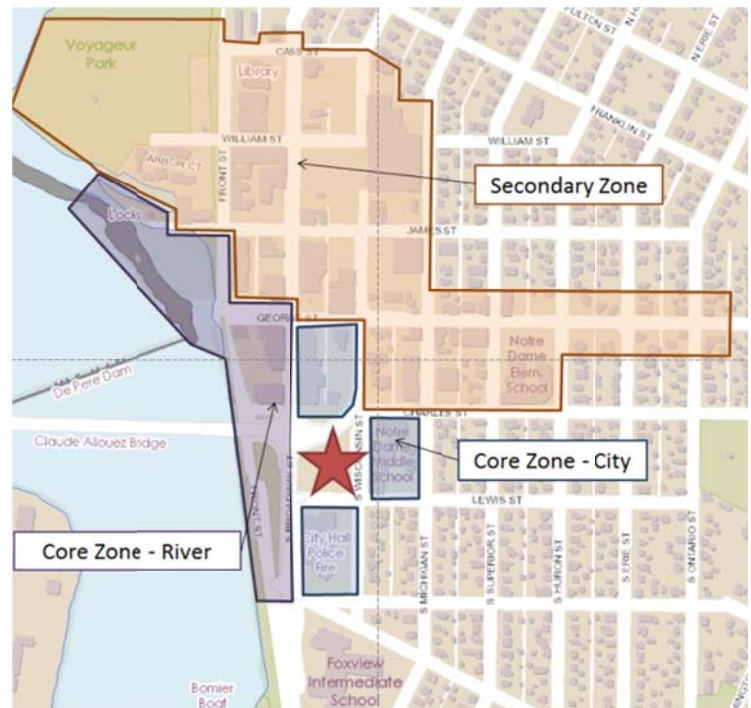
1. Progressive, thoughtful and contextually sensitive, while also being financially viable.
2. Establish guidelines for building, height and mass in the Core areas in order to:
 - a. Emphasize Mulva Cultural Center as a focal point building.
 - b. Preserve views of and to the Fox River.
 - c. Promote an urban form that enhances the existing character of Downtown De Pere.
3. Maximize pedestrian and bicycle mobility and connections.
4. Elevate the role of public realm, open spaces and landscaping, particularly along the Fox River.
5. Identify opportunities and locations for public art.
6. Specify optimal business types in order to create synergy from the Cultural Center.

Geographic Area

The geographic area proposed for the Cultural District Master Plan focuses on the blocks surrounding the proposed Mulva Cultural center but will also touch much of the east side of Downtown De Pere as noted below.

Core Zone – River

The Core Zone-River includes Wells Park, the Front Street block, the former bridge approach (George Street Landing) and a significant length of river frontage that connects to the City Riverwalk. The 2010 De Pere Downtown Master Plan has identified portions of the Front Street block as target redevelopment areas. The city owns and manages a large parking structure that serves existing businesses. Engagement with the Fox River and preserving views of the Fox River are of significant importance in this zone.



Core Zone-River Plan Components

- Overall market analysis, plus detailed analysis of properties on the 'Front Street' block in order to build a working development pro forma.
- Detailed understanding of George Street Landing, Wells Park, Riverfront and Front Street properties as related to existing conditions, utilities, market value, building condition, etc.
- Detailed review and recommendations of traffic patterns and access for all users (cars, bikes, pedestrians).
- Specific recommendations for public spaces and improved engagement with the Fox River. Conceptual sketches of spaces that illustrate design intent.
- Parking review and recommendations.
- Detailed guidelines for development/redevelopment opportunity areas to include, but not be limited to, massing diagrams, building footprints, architectural styles, setbacks, height, materials and public realm.
- Specific recommendations for financially feasible business types that are complimentary to the Cultural Center.

- Preliminary cost estimates for any proposed public spaces including streetscape, plazas and/or parking.

Core Zone – City

The Core Zone-City includes the three blocks immediately to the north (developed business area), east (Notre Dame Middle School and St. Francis) and south (City Hall/Police and Fire Station) of the proposed Mulva Center. Due to the existing development on these three blocks, an intense redevelopment analysis is not anticipated or needed. However, the master plan should review and provide recommendations for these areas due to the adjacency to the district anchor, the Mulva Cultural Center.

Core Zone-City Plan Components

- Overall market analysis.
- Detailed review and recommendations of traffic patterns and access for all users (cars, bikes, pedestrians).
- Recommendations for public realm.
- Specific recommendations for connections to and around the Mulva Cultural Center.
- Parking review and recommendations.



Project Site and Core Zone Aerial Image

Secondary Zone

The secondary zone generally includes the balance of the east side of Downtown De Pere. While not in the Core Zone, these properties, businesses, spaces and people play an active role in contributing to the overall Cultural District. Additionally, the plan may identify underutilized sites in this zone as redevelopment opportunity areas in order to continue the urban form and increase density in Downtown De Pere.

Secondary Zone Plan Components

- Overall market analysis
- Review of properties and public realm
- Identification of key cultural and historic sites.
- Recommendations for redevelopment sites and opportunities for residential, office, retail and other feasible land uses as identified by the market study.
- General recommendations on redevelopment, parking and traffic patterns.



View of proposed Mulva Cultural Center site

Project Scope

Phase 1: Due Diligence and Background Research

Kick off meeting with City Staff

Background Research to include (but not be limited to)

- a) Review of current guiding documents (Comp Plan, Downtown Plan, Zoning Code, Main Street Guidelines)
- b) Property inventory and analysis
- c) Land Use and business mix inventory and analysis
- d) Utilities
- e) Existing Structures and conditions
- f) Environmental
- g) Economic/Market Analysis
- h) Financial Pro Forma
- i) Understanding of local development climate and construction costs

Phase 2: Vision & Design

Consultant to conduct a 2-3 day charrette with key stakeholders to include at a minimum:

- o Kick off with stakeholder group and review of Phase 1 information
- o Discussion and facilitation and agreement on shared vision
- o Charrette to work through each zone in detail

Preliminary Stakeholder List/Stakeholder group

Property owners in Core Zones
 City of De Pere – Planning, Parks, Administration, Public Works/Engineering
 Mulva Cultural Center
 De Pere Chamber
 Definitely De Pere
 Plan Commission Member
 Council Member
 RDA Member
 Historic Preservation Commission Member

The exact format and agenda for the charrette will be refined and finalized with the selected consultant.

Phase 3: Deliverables

1. Summary of Due Diligence and Background Research
2. Summary of Charrette process and feedback
3. Economic analysis for entire geographic area and financial pro forma for Front Street block
4. Subarea Plan for entire area – differentiated by zone. May include (but not be limited to)
 - a) Public Spaces
 - b) Design intent – possible design/material guidelines
 - c) New Buildings
 - d) Building height and massing recommendations
 - e) List of businesses/land uses that fit economically with the redevelopment plan and also create cultural synergy
5. Implementation Strategy that may include (but not be limited to)
 - a) Regulatory recommendations
 - b) Incentive policy
 - c) Operational and programming recommendations

Proposal Requirements

1. Brief Description of Team structure and capabilities.
2. Description of overall approach for each phase and process for the project.
3. Any proposed changes/revisions to the scope of services or deliverables in order to meet project objectives.
4. A description of the proposed client team and their roles in the project.
5. Case studies for similar projects completed by your firm/team.
6. Fee Proposal that outlines activities performed.
7. Timeline for Completion. We request that work be complete within 5-6 months of contract execution.

Evaluation Criteria

1. Proposals will be evaluated based on overall approach, team experience and qualifications, budget, organization structure, work plan and fit with the City of De Pere.
2. This project requires experience in the following areas. Preference will be given to consultants or teams that work well together and provide the best services to obtain project objectives.
 - conduct market analysis
 - expertise in public/private partnerships
 - develop a financial project pro forma
 - group facilitation and charrette style meetings
 - urban design, particularly as related to active waterfronts
 - contextually sensitive, but practical, redevelopment planning
 - master planning and visioning
3. Knowledge of, or previous experience in the northeast Wisconsin area is beneficial.
4. Special consideration given to teams that excel in delivering creative, yet achievable results using a charrette style planning process.

Interview/Meeting

All consultants that choose to respond are invited to interview on January 8 or 9, 2018 in order to allow for the City and consultant to get to know one another and talk through project details. An in person interview is preferred.

Budget

Proposals should provide a work plan that best meets the above objectives and scope within an \$80,000 budget.

Consultant Contract

The City utilizes its own consultant contract when formalizing the consultant arrangement. A sample copy of that Consultant Agreement is attached.

Anticipated Timeline

1. RFP Issued: December 1, 2017
2. Proposals due to the City: December 20, 2017
3. Interviews: January 8 or 9, 2018
4. Consultant Selection: January 16, 2018, Common Council Meeting

Submission of Proposals

- Due to the City of De Pere by 4:30PM on December 18, 2017
- 4 hard copies and a digital format copy (.pdf)
- Proposals should be sent to:

Kimberly Flom, RLA/AICP
City of De Pere, Economic Development & Planning Director
335 South Broadway
De Pere, WI 54115
kflom@mail.de-pere.org
- Digital format copy may be emailed if file size is less than 10MB.
- The City of De Pere is not responsible for any costs incurred by parties responding to this RFP.

De Pere Resource Links

City of De Pere: <https://www.de-pere.org/>

Comprehensive Plan, Downtown Master Plan, Historic Neighborhood Preservation Plan:
<https://www.de-pere.org/egov/apps/document/center.egov?view=item&id=730>

De Pere Chamber: <http://deperechamber.org/>

Definitely De Pere: <http://definitelydepere.org/>

St. Norbert College: <http://www.snc.edu/>

ⁱ Conceptual Proposal and Visioning Statement: A new dynamic inspirational project in De Pere, Wisconsin. Supported by the Mulva Foundation.

THE REMAINING SEVEN PAGES OF EXHIBIT A HAVE BEEN REMOVED DUE TO THE CONTENT OF THOSE PAGES BEING CONFIDENTIAL.

City of De Pere, Wisconsin

Cultural District Master Plan

December 20, 2017

Attachment: Exhibit B-SmithGroupJJR Consulting Agreement (6624 : Reso #18-08 Authorizing Agreement for Consulting Services with

SMITHGROUP JJR

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

Re: City of De Pere Wisconsin Cultural District Master Plan - Request for Proposal

Dear Kim,

Great places are shaped by key moments in time. The addition of the Mulva Cultural Arts Center is a game-changing moment for the City of De Pere, and creating a Cultural Arts District has the potential to reinvent downtown DePere as a vibrant urban District that is the cultural hub of the region.

The return to vibrant urban Districts is a movement we fully embrace as designers. Rethinking how new development integrates with public spaces, and balances efficient vehicular movement with rich pedestrian experiences is at the core of our Urban Design Practice. We have assembled a diverse and experienced team that can offer you:

A Compelling Vision: Finding the right solution is equal parts rigorous exploration, diligence, and creative spark. We will build on our understanding of downtown East De Pere to embrace your needs and unique attributes, so our ideas come from a place of knowledge and our designs truly contribute to the creation of an authentic “place.”

Consensus Building: Our collaborative approach is stakeholder based, to bring together shared goals and crafting a strategy around them to develop solutions that create a positive impact that reaches beyond a site. We are frequently called upon to balance the needs of multiple entities working toward common goals. Our graphic, writing, presentation, and facilitation skills ensure that opportunities for participation are productive, meaningful, and fun.

A Proven Process: Providing well thought-out, exciting, and appropriate design solutions builds enthusiasm for projects and leads to our work successfully transitioning from illustrated idea to built work. Our approach integrates your input and goals with implementation strategies that lead to meaningful development tools and responsive built projects.

Local Knowledge and National Experience: Our team is formed at the intersection of local knowledge and national experience, with a thorough understanding of the public and private realm and cultural relevance at a multitude of scales.

The SmithGroupJJR team is pleased to present this proposal to the City of De Pere for design services for the Cultural Arts District. We understand decisions you make now will resonate with the community for decades. We are accustomed to the complexity of working in an existing urban community and seek out how that complexity can lend richness to a place. We tap into resources from architecture to event planning, from real estate to lighting design to craft an environment that works at all scales, on all days. We have the knowledge and depth of experience essential to provide you with design leadership at a game changing moment in the history of De Pere.

Thank you for the opportunity to submit our proposal. If you have any questions or require additional information, please feel free to contact Tom Rogers at 608.337.4402.

Sincerely,



Tom Rogers, Project Manager
608.327.4402
tom.rogers@smithgroupjjr.com



Gregg Calpino, Principal
608.327.4404
gregg.calpino@smithgroupjjr.com

Understanding.



The addition of the Mulva Cultural Arts Center creates a once in a generation opportunity to establish a cultural hub that spurs investment to make downtown a must-visit destination for the entire region. The City of De Pere seeks to revisit the development and planning goals for the east side of downtown De Pere, via a Cultural District Master Plan and ultimately create an implementable vision to complement and support the Mulva Cultural Center and the community.

East Downtown is well established, with historic charm, substantial mainstream retail, and a core of sit-down restaurants. Understanding a complementary and appropriate mix of future uses to support and enhance the existing business mix is paramount. Equally important is enhancing connections to and access along the Fox River, one of the key attributes of the District. While recommendations were made for these areas as part of the 2010 Downtown Plan, the addition of the new Cultural Center creates a new dynamic.

The primary focus of the project is the Core Zone, including both river and City portions. The City owned portions (Wells Park, the Front Street block, George Street Landing and a significant length of river frontage that connects to the City riverwalk) were identified as potential redevelopment areas in the downtown master plan. The City portion (the immediate surrounding blocks of the proposed Mulva Cultural Center, including the developed business area, Notre Dame Middle School and St. Francis) will be directly influenced by the Mulva Cultural Center.

The Core Zone will be studied in greater detail with emphasis on near term projects. In particular, a market analysis will encompass the entire Core Zone (City and riverfront) and Secondary Zone. The Front Street block will be the primary study area for in-depth market analysis, redevelopment concepts and focused implementation strategies. More time and detail will be invested on this block to develop implementable solutions for the near future, which will serve the greater community best in the long-term. Detail such as a redevelopment pro-forma for specific properties will help inform the City of the scope and scale of the potential projects.

The Secondary Zone, generally made up of the remainder of East Downtown De Pere will actively influence the Cultural District. Planning concepts will identify redevelopment opportunities to improve the urban character of downtown De Pere and the Cultural District. The market study will consider the mix of uses and potential businesses that could thrive in this location by analyzing gaps in the current mix and recommending small scale, impact level and transformative recommendations to meet the City's goals in this area.

The city would like to conduct a two to three day charrette process to explore alternatives, culminating in a sub-area plan for the area, with a focus on the Front Street block and Core Zone. The charrette will bring together diverse stakeholders with unique goals, needs and interests and provide a format that allows for exploration and iteration through a dynamic and integrated process, led by a strategically created team with expertise in urban design and planning, economic development, traffic, sustainability and engineering. The results of the charrette should articulate clear goals and values and result in a sub area plan and concepts for public spaces as well as a clear, realistic and contextually sensitive implementation strategy focused on the Front Street Block.

A successful project will set a new tone for downtown De Pere as a Cultural District and regional destination. The plan will support the Mulva Cultural Center while enhancing the existing business environment, facilitating additional development and improving the public realm. The plan must be based on a clear understanding of the existing and potential future market, and public-sector investment and timelines. The Cultural District Master Plan should be flexible and adaptable. The plan will form the basis for the city to adopt new codes and guidelines for development in keeping with progressive and modern Cultural Districts nationwide.

Reframing downtown De Pere as the hub of culture and art for the Greater Green Bay Metro Area will require an open-mindedness to creativity and new ideas toward the seemingly standard amenities such as zoning codes, parking, traffic, public spaces and public sector involvement in redevelopment of commercial properties.



COMPELLING VISION.

We often measure the success of a place by how well it is loved, and find the most loved places embrace their history, while looking towards the future. East De Pere has a unique and well-defined sense of place, with a vibrant community, historical architecture and a prominent location along the Fox River. The Cultural District can build upon these unique attributes and create a forward looking destination. Inserting a creative spark can shine a new light on a place and highlight its underlying fabric, while making it feel new again.



Milwaukee Harbor District | Milwaukee, Wisconsin



North Avenue Entertainment District | Wauwatosa, Wisconsin



AT&T Performing Arts District | Dallas, Texas



Community District | Warren City, Michigan



UW Madison Alumni Park | Madison, Wisconsin

CONSENSUS BUILDING.

Successful Cultural Districts involve complex, adaptive systems that are interdependent. They emerge from the needs and values of the community, from public spaces, to private property owners. Our role is to facilitate conversation and explore alternatives that demonstrate how to connect people to their amenities. We build consensus, generate support and create alliances through a holistic approach that ultimately enhances economic development and builds upon your cultural assets.



North Ave. Entertainment District | Wauwatosa, Wisconsin



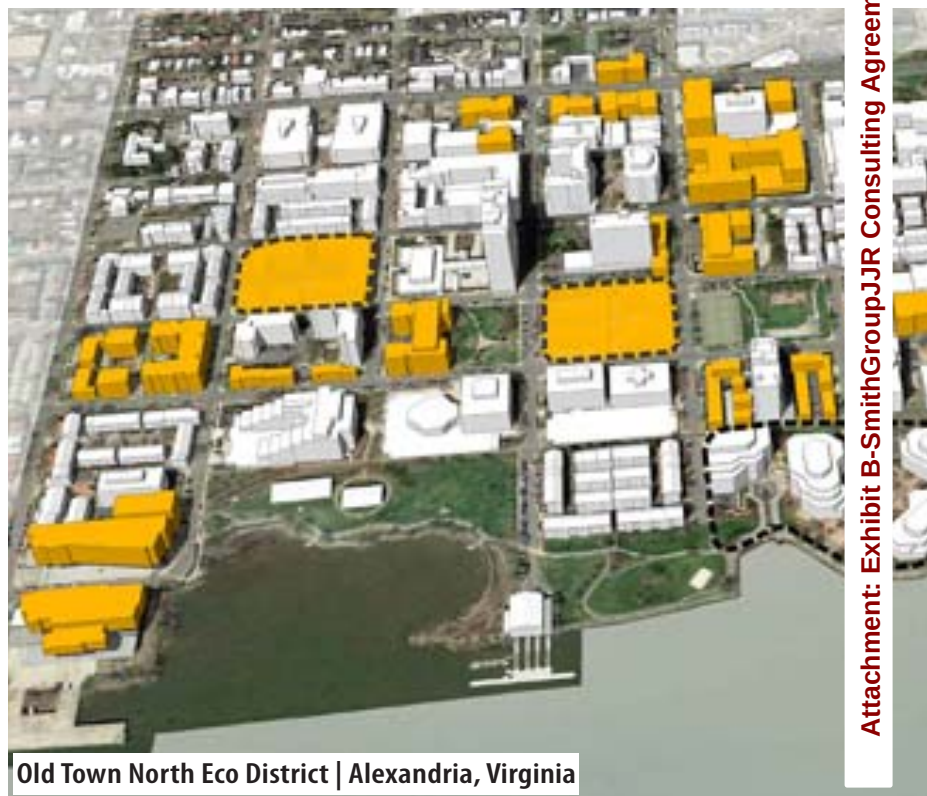
Burlington Downtown Riverfront Charrette | Burlington, Iowa



Riverfront North Charrette | La Crosse, Wisconsin



Harbor District Charrette | Milwaukee, Wisconsin



Old Town North Eco District | Alexandria, Virginia

PROVEN PROCESS.

A Cultural District naturally builds on what exists today, and it should safeguard, enhance, and elevate what is special about a community through creative and economic growth. East Downtown is a special place with a great foundation. To enure plans and improvements support this environment, a clear process that encourages engagement is essential. We will work closely with you to develop market based solutions, implementation, and funding strategies to bring them from plan to fruition. We provide a deep understanding public-private partnerships, and the technical know-how to anticipate obstacles and craft a strategy for success.



Port Washington Commercial District | Port Washington, Wisconsin



Eastern Market District | Detroit, Michigan



UW Madison Alumni Park | Madison, Wisconsin

Attachment: Exhibit B-SmithGroupJJR Consulting Agreement (6624 : Reso #18-08 Authorizing Agreement for Consulting Services with



Downtown Detroit RiverWalk | Detroit, Michigan



Art Museum Promenade | Milwaukee, Wisconsin

LOCAL KNOWLEDGE | NATIONAL EXPERTISE.

A Cultural District must be unique and build upon the history of a community, its land-use, environment, and cultural development. But, it must also be broad-minded in its solution, considering not only existing context, but the greater arc of its cultural context drawing from a wide influence to enhance and celebrate what is special. We will leverage our experience throughout Wisconsin and the Great Lakes, with a nationwide pool of resources to ensure we understand both the big picture, and the details that make your project special.



Candlestick Pointe Development | San Francisco, California



Southwest Waterfront Hotel District | Washington D.C.



UW Madison Union Community Terrace | Madison, Wisconsin



Milwaukee Discovery World | Milwaukee, Wisconsin



Historic Millwork District

Dubuque, Iowa

Awards

National Award for Smart Growth
Neighborhood Revitalization, EPA, 2013

1000 Friends of Iowa
Best Development Awards of 2012

Roads & Bridges Magazine
Top 10 projects of the Year (National Award)

Iowa APWA Transportation
Project of the Year (\$5 to 25M)

Iowa APA Implementation Award for 2012

The Historic Millwork District is a vibrant district of downtown Dubuque in a formerly underutilized industrial area. Over one million square feet of space was transformed into a mixed-use adaptive reuse district with rehabilitated warehouse buildings that are now home to a thriving arts community. The area now provides trendy office and retail space, artist studios, rental/condominium residential, restaurants, and entertainment venues. The design of a public square in the heart of the district serves as a focal point featuring seasonal markets, outdoor performances, and civic activities.

SmithGroupJJR worked with the City to develop creative redevelopment and streetscape improvements that have completely rebranded the area using sustainable streetscape and architectural design features reminiscent of the district's rich past. The project included redevelopment of 18 blocks within the district, all of which received "Green Streets" sustainable design strategies. This included reusing much of the existing historic brick pavers, incorporating flow-through planters along the streetscape, and permeable pavement in the alleys and parking areas.

Since its completion the area has seen a boost in activity and has attracted a diverse community of artists, retail vendors, and mixed-use tenants. The project has also received recognition and awards from various planning, transportation, and redevelopment organizations.





The District Detroit Event Center Detroit, Michigan

The District Detroit is a walkable, livable, sports and entertainment district linking Midtown and Detroit along Woodward Avenue. The 60-block District comprises five new, mixed-use neighborhoods each anchored by the city's best sports and entertainment venues, including the Detroit Event Center (new home of the Detroit Red Wings), Fox Theatre, Masonic Temple, Comerica Park, MotorCity Casino Hotel, Ford Field, Detroit Opera House and the Fillmore Detroit. The District is playing a key role in the revitalization of Detroit by linking existing development efforts and current residents with new development, new residents, jobs, visitors and businesses. In addition, the District features two station stops along the new 3.3 mile M-1 RAIL Streetcar line.

SmithGroupJJR provided site planning and design for the District's 2 million square feet of new mixed-use restaurant, retail, office, and residential development, including diverse and transformational streetscape improvements (e.g., new roads, pedestrian walks, lighting and utilities); a large special event plaza, flexible public open space, beer garden, festival street, and entrance plazas for the Detroit Event Center; and a network of open spaces comprised of new and renovated parks, including historic Cass Park, the mixed-use neighborhood space at Comerica Park and a new park in the Columbia Park neighborhood.



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Madison Yards at Hill Farms

Madison, Wisconsin

Madison Yards at Hill Farms will be a vibrant mixed-use community within a community in Madison, Wisconsin. The project is envisioned as an experience-oriented, future-focused place to work, live, be social, be seen, dine, shop, and enjoy life as part of Madison's progressive and craft culture.

Madison Yards will build upon the eclectic and fun vibe of the city while drawing inspiration from the beautiful natural and man-made landscapes of southern Wisconsin. With a character that straddles the line between rustic and modern, funky and refined, farm and city, familiar and exciting, it will be a destination for people throughout the city. Integrated into the fabric of the neighborhood, it will be a place where friends meet after work and where neighborhood families come to pick up produce.



University of Wisconsin Madison East Campus Gateway & University Square

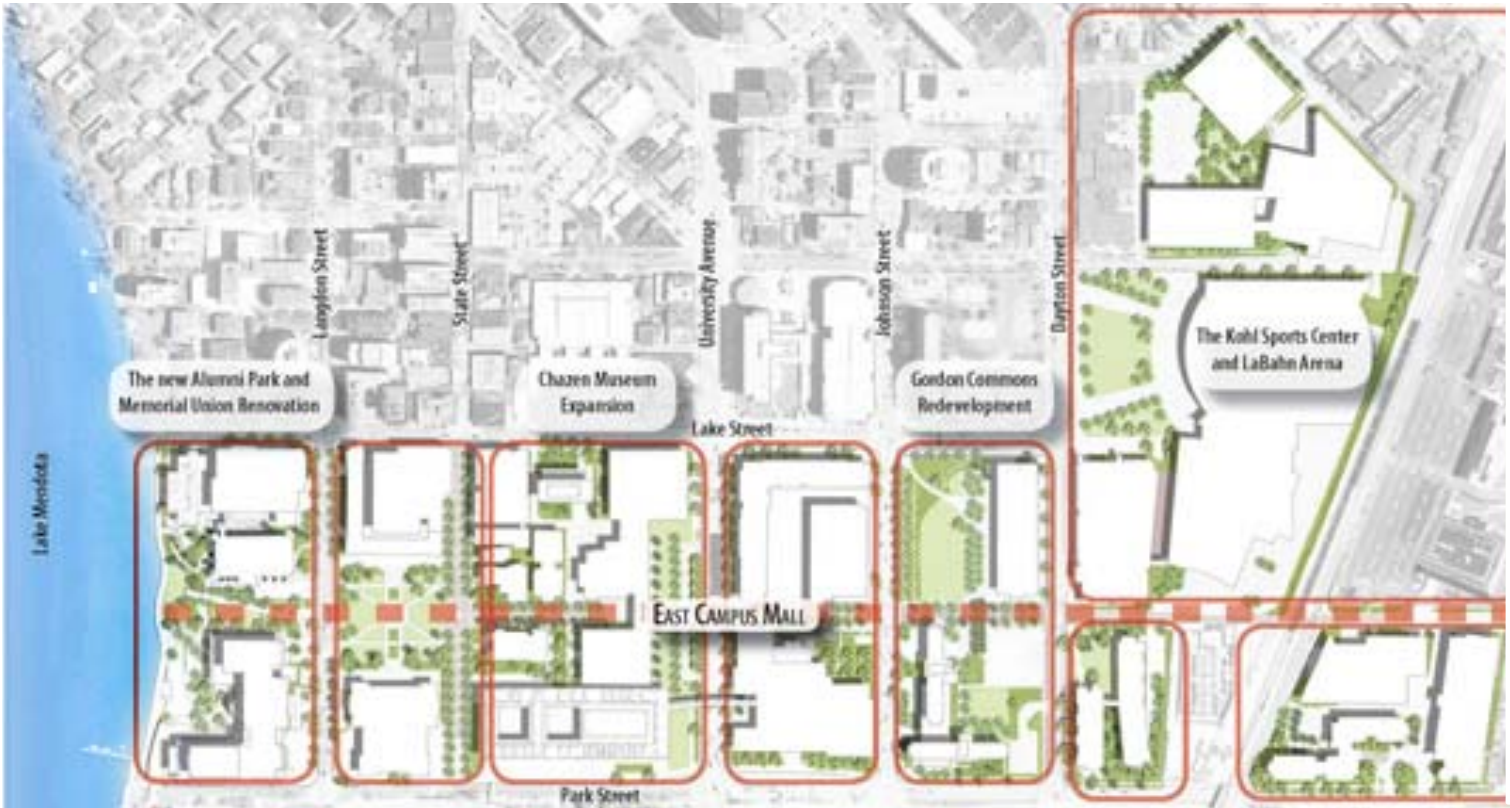
Madison, Wisconsin

The University of Wisconsin-Madison East Campus Gateway Master Plan has played a key role in realizing the University's 100-year old planning and design vision for East Campus Gateway.

The mall connects UW-Madison's central campus to Lake Mendota along a unified, seven-block pedestrian mall. The Gateway reaches from the Regent Street/Kohl Center area to the Memorial Union and Terrace on Lake Mendota, and serves as the main transition between the University campus and Madison's neighborhood and commercial districts. With its distinctive pavements, materials and entrance features, the Gateway has successfully established a safe, bike/pedestrian passageway that has helped rebrand the area as a lively and attractive destination for campus and community events.

The success of each completed project has continued to build forward momentum for the University in elevating a new front door to the campus, and has created an active interface and destination where campus and community connect. From a planning and design perspective, this is one of the project's most important achievements: fostering and advancing a truly urban campus environment that makes the University an integral and integrated part of the urban fabric.





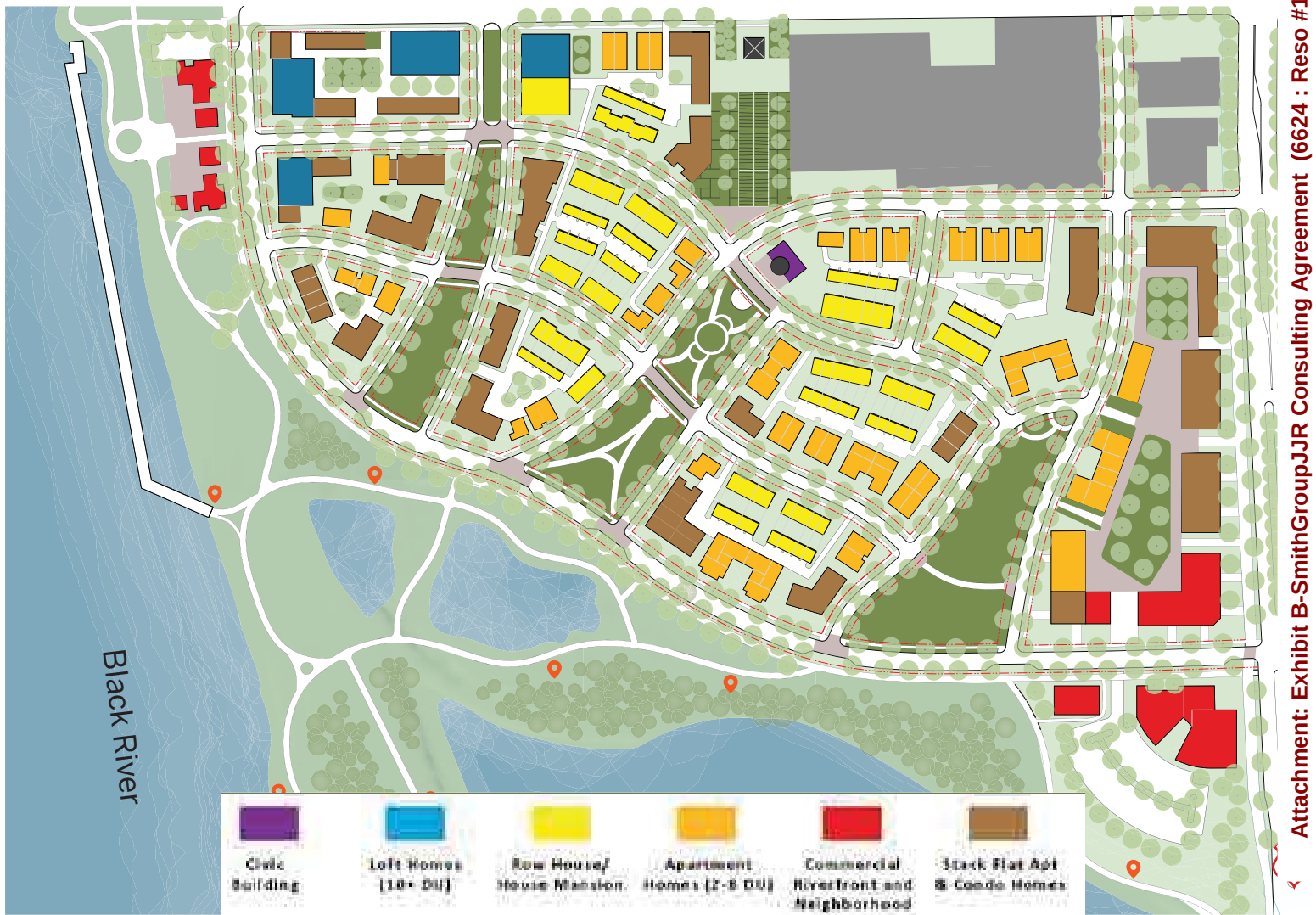
La Crosse Riverside North Development

La Crosse, Wisconsin

SmithGroupJJR was a leading team member for a redevelopment plan to transform a brownfield site along the Mississippi River into a thriving and sustainable mixed use neighborhood. The plan reconnects the community to the river and creates a unique livable, walkable place that capitalizes on its dramatic waterfront setting. Guiding principles include employing placemaking ideas that create an identifiable sense of place, embrace the confluence of rivers, promote community well being, respect the diversity of site edge conditions, provide walkable connections between buildings and attractions, and achieve a mix of uses that leverage the uniqueness of the Northside River and that supports urban riverfront living.

One of the key drivers for the layout of the proposed neighborhood were the +30 acres of open and forested wetlands and extensive riverfront embankments. This is achieved through the alignment of a new multimodal parkway and the introduction of three linear eco-extensions or “green fingers” up into the new redevelopment. As a formalized edge, the parkway provide physical and visual access to the site’s environmental riches for residents and visitors alike. Each district fronts along one of the three primary green finger public spaces as well as the new parkway.





Attachment: Exhibit B-SmithGroupJJR Consulting Agreement (6624 : Reso #18-08 Authorizing Agreement for Consulting Services with

Scope of Services.

The following clarifies our approach for the scope and fee outlined in the proposal. Beyond the detail indicated, we do not have additional changes to the scope or deliverables at this time.

Phase 1: Due Diligence and Background Research

Project Kickoff Meeting

The SmithGroupJJR core team will attend a kickoff meeting with the City's Planning and Economic Development team (the City) to establish project goals and objectives, define the charrette and stakeholder engagement process and coordinate data gathering. In addition we will outline parameters for Economic / Market Analysis and Pro Forma to clarify focus and intent.

Data Gathering:

We will gather information from City representatives on the existing site and surrounding context, including previously completed plans, studies and reports. We will draw on this information to analyze conditions and identify opportunities to meet the planning goals for the site. This effort will address the following:

- Review of current guiding documents (Comprehensive Plan, Downtown Plan, zoning code, main street guidelines)
- Property inventory and analysis
- Land use and business mix inventory and analysis
- Utilities
- Existing structure and conditions
- Environmental
- Economic / market analysis
- Financial pro forma
- Understanding of local development climate and construction costs

Phase 1: Meetings and Deliverables

- Attend kickoff meeting
- Economic / market analysis
- Guidelines for financial pro forma
- Existing document summary

Phase 2: Vision & Design

Pre-Charrette

The SmithGroupJJR team will attend a WebEx meeting with the City to review the results of the data gathering stage and outline an agenda for the charrette that considers how to best engage key stakeholders.

The SmithGroupJJR team will conduct a 2-3 day charrette with key stakeholders. Our multi-disciplinary team will include urban design, architecture, landscape architecture, civil and traffic engineering and economic development consultants, encompassing the key aspects of urban design. We envision an intense multi-day work session based that will be finalized with the client, but generally structured as follows:

- Kickoff with key stakeholder group to review goals and opportunities, discuss site constraints and develop guiding principles
- Based on guiding principles we will develop a program and outline potential design alternatives
- The alternatives and principles will be discussed in a public programming workshop
- Based on the results of the workshop the design team will develop alternative concepts and meet with key stakeholders
- A preliminary master plan will be generated and shared in an open house

Phase 2: Meetings and Deliverables

- Charrette Preparation Meeting
- Charrette attendance and plan alternatives

Phase 3: Summary

Following the charrette, we will meet with the City via WebEx to review the plans, goals and objectives and select a preferred approach. We will then develop the preferred option into an overall master plan for the district that sets a vision for a vibrant, dynamic Cultural District that can transform the area into a regional destination while responding to the surrounding context and addressing existing conditions.

The plan will incorporate public and private property to identify potential development patterns and land uses, considering opportunities to create high quality public spaces and develop properties. Open spaces will enable community gathering and take advantage of proximity to the Fox River.

Task 3 Deliverables

1. Summary of due diligence and background research
2. Summary of charrette process and feedback

3. Economic analysis for entire geographic area and financial pro forma for Front Street Block
4. Subarea plan for entire area – differentiated by zone.

May include (but not be limited to)

- a) Public spaces
- b) Design intent – possible design/material guidelines
- c) New buildings
- d) Building height and massing recommendations
- e) List of businesses/land uses that fit economically with the redevelopment plan and also create cultural synergy

5. Implementation strategy that may include (but not be limited to)

- a) Regulatory recommendations
- b) Incentive policy
- c) Operational and programming recommendations

Time	2-May	3-May	4-May	
		7:00 - 8:00am Design Team/CCPR Team Breakfast Debrief		Charrette Technical Meeting Input From CCPR Staff, et. al
8:00 AM		8:00 - 9:00 AM Project Team Coordination Meeting	8:00-9:00 AM Breakfast Debrief w/ CCPR Team	
9:00 AM	Guided Public Site Tours on the Hour: 8, 9, 10 AM	9:00 - 11:30 AM Develop Alternative Design Concepts	Production Design	Consultants Prepare Conc Alternatives
10:00 AM				
11:00 AM	11:30-1:30 PM Design Team/CCPR Team/Steering Committee Working Lunch: Review Goals, Opportunities, Issues, Guiding Principles, Program	11:30-1:30 PM Review Alternative Concepts with Steering Committee Working Lunch	Working Lunch	
NOON				
1:00 PM		1:00-2:00 PM Technical Meeting #1		Production Design b Consultants
2:00 PM		2:00-3:00 PM Technical Meeting #2		
3:00 PM	Organize Program and Alternative Design Options	3:00-4:00 PM Technical Meeting #3	Production Design	
4:00 PM		4:00-5:00 PM Technical Meeting #4		
5:00 PM				
6:00 PM	Meeting Set Up	Meeting Set Up and Team Dinner	Meeting Set Up	Public Meetings- Community Input w/CCPR Tea
7:00 PM	6:30 - 8:00 PM Community Meeting #1, Issues/Ideas & Programming Workshop	6:30 - 8:00 PM Community Meeting #2, Alternatives Pin Up	6:30 - 8:00 PM Community Meeting #3, Op House Review of Prelimina Master Plan	Steering Committee Participa at Workshop Activities / Discussions, Design Review, Open House Discussions
8:00 PM				
9:00 PM	Team Dinner/Debrief	Studio Closed Continue Design Work/Production	Studio Breakdown	

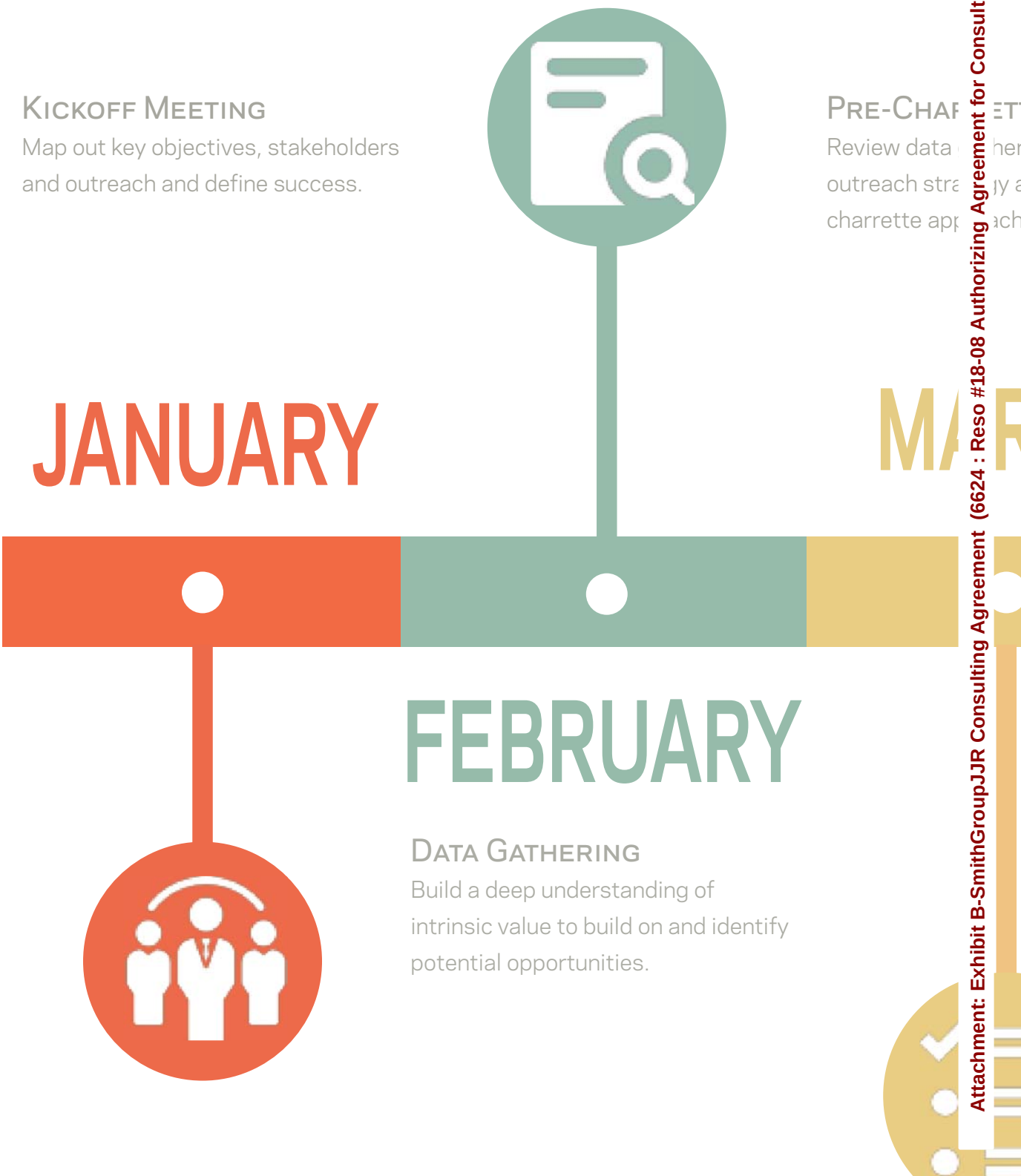


Fee Proposal.

The scope of work outlined in the proposal represents a comprehensive approach to create a strong vision for the Cultural District and craft a strategy for implementation. Our work plan is structured on open and on-going communication, developing a deep understanding of your needs and working with you to identify and build a strategy around clear, attainable goals that provide a framework for you to build and maintain momentum. We understand the fee proposal is a singular step in an ongoing process, and our creative and flexible team is open to working with you to fine tune the scope and deliverables to help you get the most out of the process.

	Fee
Task 1: Due Diligence and Background Research	\$22,650
Task 2: Vision and Design	\$38,550
Task 3: Deliverables	\$18,650
Total	\$79,850

Timeline.



TE
ing, develop
and finalize
.

RCH



FINAL REPORT

Craft an implementation strategy that creates momentum and lays a groundwork for success.

MAY

APRIL

CHARRETTE

Engage Stakeholders with an interactive strategy that develops plans and aligns partnerships.



Our Team.

At SmithGroupJJR, we create vital and livable downtowns, urban neighborhoods, parks, and public spaces for people in cities and communities of all sizes. By building on each community's particular assets, we design environments that welcome people and communicate a unique sense of place. These qualities have enduring value, and our work is eloquent testimony to the sensitivity and quality we bring to each project.

We improve cities and urban places through planning guidelines, development projects and refined details that strengthen and identify values. We capitalize on the economic value of existing infrastructure including government, institutional, cultural and entertainment assets. Our approach results in plans and projects that promote activity and enjoyment, support business development, and achieve exciting and livable urban environments whose vitality and life attract continuing investment.

We believe planning and design initiatives should build resilient economies and communities, regenerate damaged ecosystems, encourage healthier lifestyles and, at the same time, reduce global impacts. We recognize that urban planning issues are highly interrelated across scales and across systems, both built and natural. Integrating sustainability principles throughout the planning process allows us to respond efficiently to complex issues and develop solutions that enrich the urban experience, breathing new life, social equity and economic vitality into the community.

The SmithGroupJJR team also includes Redevelopment Resource and Kimley-Horn, who each bring a unique understanding to the key issues we will address. Redevelopment Resources will provide economic analysis, develop proformas and help craft an implementation strategy. Their experience in both the public and private sector will provide a tremendous advantage. Kimley Horn will provide expert transportation planning services during the charrette



Clients know that our engineers, planners, and environmental scientists apply creativity and rigor to deliver outstanding results. We have a long track record of developing solutions that save our clients time and money, and can share real-world examples of cases where we've identified savings that surpass our fees. Whether your business is national or local, and whether your projects involve public infrastructure or private development, we seek to reduce your risk and increase your success.



REDEVELOPMENT RESOURCES

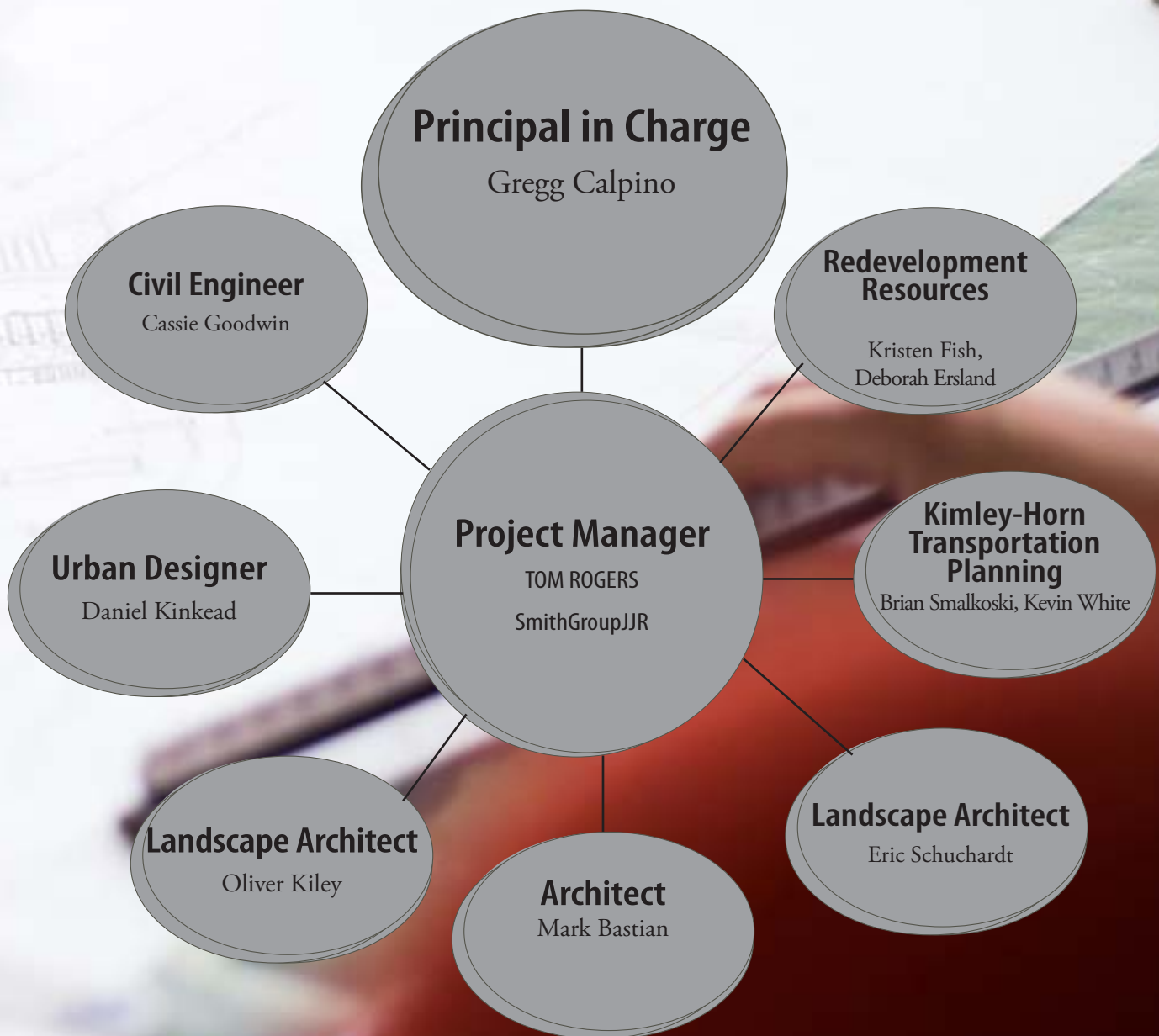
Redevelopment Resources provides customized solutions for the development & redevelopment of communities. Our staff of experienced, proven practitioners offers the insight and resources needed to successfully address the unique challenges found in communities of all sizes.

Whether you represent a municipality, private organization, or are a developer or property owner, we are able to create custom, targeted strategies that are cost effective. We are a full-service firm, which means we can provide solutions as an external partner or as an extension of your staff — so when you choose Redevelopment Resources, you choose implementation. You choose results.





KEY PERSONNEL



Tom Rogers

Landscape Architect



Education

University of Wisconsin
Bachelor of Science Landscape
Architecture 2001

Registrations

Registered Landscape Architect
Colorado #628

Affiliations

ASLA Member

Hyperform Design
Co-op Member

North Avenue Entertainment District, Wauwatosa, Wisconsin

Urban design and planning for the redevelopment of an urban center along the central business district corridor in Wauwatosa. The plans will include creating flexible event and gathering space with pedestrian friendly connects to area businesses and adjacent neighborhoods.

Hill Farms Redevelopment, Madison, Wisconsin

This new private development, centered around a public green that will host a weekly area farmer's market, will include residential, retail, restaurants, grocery, and professional and medical offices. SmithGroupJJR's services included urban planning and design, civil engineering, landscape architecture, and leading the public involvement process and City approvals for the private development team.

Two Rivers Waterfront, Two Rivers, Wisconsin

Planning and design for renovations and site improvements for a community park at the confluence of the West Twin River and East Twin River. New site improvements will provide public access to the waterfront. Landscape Architect.

Green Bay Botanical Garden Master Plan, Green Bay, Wisconsin

Schematic design for a new garden space for the Green Bay Botanical Garden. The overall goal of the Grand Garden is to create an amphitheater space accommodating performances for 1,500 attendees, while integrating GBBG's premier magnolia collection and providing support facilities for the 'Garden of Lights' winter display.

Downtown Riverfront Park, Sioux City, Iowa

SmithGroupJJR is currently working with the City of Sioux City on a riverfront park master plan for Larsen Park. Improvements will include better public access to the water with potential for riverfront water recreation, an outdoor performance venue and amphitheatre, and other park amenities.

Burlington Downtown Riverfront Park, Burlington, Iowa

SmithGroupJJR is currently working with the City of Burlington on the redevelopment of their riverfront property. The new design will also accommodate transient boater dockage and boat slips, as well as the ability to moor steamboats along the public riverwalk. The new plaza and waterfront design will also create a vibrant connection to the downtown city center.

Gregg Calpino, ASLA, LEED BC+C, NCI

Principal Landscape Architect | Charrette Manager



Gregg Calpino is a landscape architect with more than \$200 million in built master plans for parks and civic spaces. Gregg's planning and landscape architecture experience includes project director and designer for major master planning, design and renovation projects throughout the Midwest. His areas of expertise include being an NCI certified charrette manager, waterfronts, streetscapes, sub-area and corridor plans and community planning and involvement. Gregg has a demonstrated ability to lead complex, multidisciplinary projects with aggressive schedules and budgets and has proven success at guiding these projects through the public and stakeholder engagement process.

Education

Bachelor of Science, Landscape Architecture, University of Wisconsin, 1988

Registrations

Landscape Architect: Illinois, Indiana, Minnesota, Colorado, Wisconsin, Ohio

Certifications

LEED AP BD+C, US Green Building Council, National Charrette Institute (NCI)

La Crosse Riverside North Redevelopment, La Crosse, Wisconsin

Project Manager of multidisciplinary team that developed a sustainable neighborhood development plans for a 68-acre former brownfield site at the confluence of the Mississippi, Black and La Crosse Rivers. The plan, utilizing the innovative National Charrette Institute Charrette process, provides a complementary gateway to downtown, linkages to adjacent neighborhoods and fill missing regional trail gaps.

Grand Round North Loop, St. Paul, Minnesota

Project Landscape Architect for the northern thirteen miles of the St. Paul Grand Round, an urban greenway connecting the city's network of historic parks, parkways and community destinations, including the Mississippi River. The project includes holistic designs for placemaking and wayfinding and an integrated public art component.

Appleton Downtown Waterfront and Trails Plan, Appleton, WI

Senior landscape architect, park and trail planner on multi-disciplinary team developing long and short term development plans to guide Appleton's downtown revitalization and establish waterfront, open space and trail linkages. Plans were developed through a three day NCI community charrette.

Northerly Island Framework Plan, Chicago, Illinois

Lead a multi-disciplinary team that crafted a vision and implementation strategy for Chicago's 91-acre downtown park on Chicago's downtown lakefront. This sustainable park will balance environmental, recreational, educational elements and includes the design of a freshwater reef.

Downtown Riverfront Park, Chippewa Falls, Wisconsin

Refinement of the Downtown Riverfront Plan into an implementation plan. Focused on the development of a new riverfront festival park and enhanced entries at two of the city's major gateways, Bridge Street and River Street. Working as part of an integrated multi-disciplinary team, helped facilitate workshops to refine the riverfront design program.

Waterfront Master Plan, Fish Creek, Wisconsin

Lead waterfront planner and designer on community based plan for Fish Creek's downtown waterfront, including the Town's harbor and pier, beach, creek corridor and community linkages. Gregg supported activities that examined parking, waterfront access, circulation, land use and green infrastructure issues and opportunities.

Cassie Goodwin, PE, LEED-AP, ENV-SP

Civil Engineer



Cassie has over 13 years of experience in the field of civil and environmental engineering and project management. As a project manager she has led diverse multi-disciplinary teams on complex projects for municipalities, campuses, developers and industry, and has experience ranging from construction observation to public input processes. Her technical experience includes stormwater management plans, watershed models, and green infrastructure planning and design. Her skills include drafting permits, preparing grants, performing modeling and field assessments and technical communications. Cassie is also a co-author the update for the ASCE Manual of Engineering Practice 50, Planning and Design Guidelines for Small Craft Harbors.

Education

Bachelor of Science-Civil Engineering
Washington University
- St. Louis, 2002

Master of Science-Civil Engineering
University of Wisconsin-Madison, 2004

Registration

Professional Engineer: WI

Certifications

LEED Accredited Professional
Envision Sustainability Professional

Professional Affiliations

American Society of Civil Engineers

Board Member, River Alliance of Wisconsin

Burlington Downtown Mississippi Riverfront Study, Burlington, Iowa

SmithGroupJJR is currently working with the City of Burlington on the redevelopment of their riverfront property. The new design will also accommodate transient boater dockage and boat slips, as well as the ability to moor steamboats along the public riverwalk. The new plaza and waterfront design will also create a vibrant connection to the downtown city center.

Canyon and 28th Hotel Redevelopment, Boulder, Colorado

Mixed-use urban infill project that features retail, office space, and residential units adjacent to a new hotel. The site design uses form and material to invoke the spirit of a canyon.

Hill Farms Redevelopment, Madison, Wisconsin

Master plan and urban design of a 22-acre mixed-use infill development. SmithGroupJJR's services included urban planning and design, civil engineering, landscape architecture, and leading the public involvement process and City approvals for the private development team.

Two Rivers Waterfront Two Rivers, Wisconsin

Design engineering and improvements to Harbor Park, a small community park near the town center. The project included design of

a new seawall which combines steel sheet piling and stepped limestone blocks to accommodate transient boat mooring and area fishing.

Oshkosh Riverwalk, Oshkosh, Wisconsin

Prepared an award-winning set of Riverfront Design Guidelines for over one mile of the Fox River corridor through downtown Oshkosh. The guidelines set parameters for location, type, quantity, design character, and materials of proposed riverwalk, seawall, and dockage improvements, as well as signage, lighting, and public amenities. Phase 1 included final design and implementation.

UW-Madison Green Infrastructure Master Plan, Madison Wisconsin

A comprehensive, district-wide green infrastructure plan was completed as part of the 2015 UW-Madison Campus Master Plan Update. The green infrastructure plan provides aggressive recommendations for reducing up to 40% of the campus's total suspended sediment from entering Lake Mendota.

Watertown Riverwalk and Riverwalk Survey, Watertown, Wisconsin

Design and engineered an elevated steel and timber boardwalk providing public access to the Rock River adjacent a subsidized senior apartment complex.

Eric Schuchardt, PLA, ASLA

Landscape Architect



Eric brings with him a strong background in master planning and design for both national and international clients. At SmithGroupJJR he serves as a design lead on campus and urban planning projects. His work reflects an understanding of the diverse cultural, ecological and economical issues that impact a project site, and an ability to work with a range of clients and community groups. Eric is also an instructor at the University of Wisconsin-Madison School of Landscape Architecture where he teaches a landscape architecture design studio.

Education

Master of Landscape Architecture, and Urban Design, Harvard University Graduate School of Design, 2012

Bachelor of Science, Landscape Architecture, University of Wisconsin-Madison, 2008

Registrations

Landscape Architect: Wisconsin

Awards

ASLA Award of Honor, Sigma Lambda Alpha Honor Society, 2008

Professional Affiliations

American Society of Landscape Architects

Associate Lecturer, University of Wisconsin-Madison Department of Landscape Architecture

Burlington Downtown Mississippi Riverfront Study, Burlington, Iowa

SmithGroupJJR is currently working with the City of Burlington on the redevelopment of their riverfront property. The new design will also accommodate transient boater dockage and boat slips, as well as the ability to moor steamboats along the public riverwalk. The new plaza and waterfront design will also create a vibrant connection to the downtown city center.

Hill Farms Redevelopment, Madison, Wisconsin

Master plan and urban design of a 22-acre mixed-use infill development. SmithGroupJJR's services included urban planning and design, civil engineering, landscape architecture, and leading the public involvement process and City approvals for the private development team.

North Avenue Entertainment District, Wauwatosa, Wisconsin

SmithgroupJJR will work with City Staff to create a pedestrian centric atmosphere - multifunctional areas for neighborhood events, live music, seating and eating; incorporate native landscaping with green space and shade; utilize sustainable practices, such as Green Infrastructure for stormwater management; enrich the community through the incorporation of Public Art.

Downtown Riverfront Park, Chippewa Falls, Wisconsin

Refinement of the Downtown Riverfront Plan into an implementation plan. Focused on the development of a new riverfront festival park and enhanced entries at two of the city's major gateways, Bridge Street and River Street. Working as part of an integrated multi-disciplinary team, helped facilitate workshops to refine the riverfront design program.

State Street 700-800 Block Redevelopment, Madison, Wisconsin

Urban design plans for the pedestrian-only block of State Street where the street meets the UW-Madison campus. The new design will work seamlessly to integrate with the existing character of State Street as well as the campus aesthetic.

Larsen Park Riverfront, Sioux City, Iowa

SmithGroupJJR was hired to prepare a master plan that provides a framework of goals and objectives to guide and inform future design and planning decisions in and around Chris Larsen Park. During the charrette the design team generated three site concepts and integrated them into a singular draft master plan based on steering committee input.

Daniel Kinkead, AIA

Principal | Urban Design National Practice Co-Director



Dan Kinkead brings nearly 20 years of experience in urban design and research to SmithGroupJJR. As an architect and urban designer, Dan's intuitive creativity and analytical method allow him to integrate broader social, political, ecological, and economic objectives with tactical design opportunities, contributing to comprehensive designs for buildings, urban developments, and cities. He is currently Visiting Architect in Residence at the Cranbrook Academy of Art, and has served as an advisory member for the U.S. State Department's submission to the 2016 Venice Biennale, as well as a graphic contributor to global urbanization research documents for the World Bank.

Education

Master of Architecture in Urban Design, distinction
Harvard University, 2002

Bachelor of Architecture
University of Kentucky, 1997

Registrations

Registered Architect: Michigan

National Council of Architectural Registration Boards Certified

Professional Affiliations

American Institute of Architects,
Michigan

American Institute of Architects,
Detroit

Van Alen Institute, New York

Architectural League of New York

Milwaukee Harbor District Charrette, Milwaukee, Wisconsin

A design competition that challenged teams to activate 3,000 sf space at the edge of Milwaukee's Inner Harbor. The teams were tasked with a two phased approach; create a destination for \$150,000, and a second phase that could activate a larger area.

City of Detroit Islandview - Greater Villages Urban Design, Detroit

Development of a comprehensive urban design strategy to guide the future design and development of transformative industrial corridor reuse, equitable housing, innovative performance landscapes, and integrated mobility systems. Principal, Project Leader, Urban Design.

Detroit Economic Growth Corpora- tion, Detroit Future City Strategic Framework Plan*

Comprehensive 350 page plan for Detroit's transformation, including strategies for economic growth, land use, city systems, neighborhoods, open space, and civic engagement. Led and managed interdisciplinary team of designers, planners, engineers, and economists, with Toni Griffin from business development and project creation to completion. Managed a 13 member civic leadership Steering Committee, public stakeholders, and philanthropic funders. Project Leader for Design and Planning.

Columbia University West Harlem Urban Design and Master Plan, New York*

Comprehensive urban design for \$5.2 billion, 25-acre expansion of Columbia University in a struggling post-industrial district in neighboring West Harlem, from Broadway to 12th Avenue, and from 125th Street to 133rd Street. Lead Project Designer for Urban Design – Led all urban design work for the joint-venture design team of SOM and RPBW, including research, programming, geo-physical, building form and envelope design, lab design, City of New York Planning Department coordination, and coordination with partners for building programming, and select design sites at RPBW.

Sun Trans Mixed-Use Development Beijing, People's Republic of China*

Architectural and urban design submission for new 1 billion sf mixed-use development along Beijing's Third Ring Road. Design incorporated internal stormwater management, and gray water reuse system, as well photovoltaic power-generating luminescent panels along exterior skin. Lead Urban Designer for Competition Submission and Concept Design – Contributed to complex siting, orientation, and integration of architectural program with urban form, and existing infrastructure system.

Mark C. Bastian, AIA

Architect



Education

Bachelor of Architecture
Minor: Construction Management
Honor Graduate
Illinois Institute of Technology, 1992

Registrations

Wisconsin 9782-005

Honors

University Square
Development: 2010 Design Merit AIA
Wisconsin
Delta Upsilon Fraternity Renovation: Madison
Trust for Historic Preservation Award

Mark offers over 25 years of experience working on a variety of corporate, cultural, education and residential projects throughout the nation and world. Mark's experiences range from the design of commercial interiors to construction oversight for multi-million dollar mixed use projects. As part of his work as a Sole Proprietor, Mark developed the formation of Squareblack, a company promoting idea generation for architecture, furniture, product design, environmental graphics, branding, identity, repurposing, sustainability, print making, painting, and photography.

Skogen Square Park Planning, Onolaska, Wisconsin

SmithGroupJJR will provide design services, including a conceptual design plan for both Client-owned properties and those properties the Client is negotiating to purchase.

Hill Farms Redevelopment, Madison, Wisconsin

SmithGroupJJR's services included urban planning and design, civil engineering, landscape architecture, and leading the public involvement

process and City approvals for the private development team.

Madison College Downtown Development, Madison, Wisconsin

The two acre site will include a boutique hotel, grocery store, office/retail space, and a parking facility.

State Museum Redevelopment, Confidential Client

Design plans to redevelop two adjacent museums into a single and cohesive 200,000 square foot museum campus.

Oliver Kiley, PLA

Landscape Architect



Education

Master of Landscape Architecture
University of Michigan, 2008

Bachelor of Science in Natural Resources
University of Michigan, 2003

Registrations

Landscape Architect:
Michigan

Oliver Kiley's expertise focuses on the interactions between natural systems, public infrastructure, and community engagement in complex urban environments. He has a deep knowledge of sustainable practices and a strong background in landscape architecture and environmental design. Oliver is SmithGroupJJR's leading Geographic Information Systems (GIS) expert. He uses GIS software to conduct in-depth analyses across a range of scales that supports a transparent design and planning process.

Eastern Market District Development Plan, Detroit, Michigan

Conducted a planning study to assess reuse and redevelopment opportunities located within the 340 acres of the Eastern Market District.

Monroe North Area Specific Plan, Grand Rapids, Michigan

Developed coordinated recommendations for the continuing transition of this industrial area to a lively urban mixed-use district.

Gateway District Plan, Sylvania, Ohio

Developed a comprehensive gateway district plan to coordinate transformative land use, transportation enhancements, environmental policies, urban design, corridor access and design issues.

District Detroit Framework Plan, Detroit, Michigan

Site planning and design for the 60-block area surrounding the new Detroit Event Center, for 2 million square feet of mixed-use development, open spaces, streetscapes, utilities and lighting improvements.

Deborah F. Ersland

Principal | Redevelopment Resources



Teaching Experience

"Business Recruitment: A Practical Approach" Seminar | Iowa and Wisconsin

Affiliations

Board of Directors of the Wisconsin Downtown Action Council

Since 1992, Deborah F. Ersland has been President of Best Real Estate Group, Inc., a full-service commercial real estate firm working for landlords and tenants, buyers and sellers, developers, investors, corporations, and communities. Her goal is to provide personal, practical, timely and fiscally responsible solutions to each client's real estate or business needs.

The Galaxie and Gebhardt Building, Madison, Wisconsin

Commercial leasing services for two urban, mixed-use properties in the Capitol East Corridor.

Fond du Lac Arts and Entertainment District, Fond du Lac, Wisconsin

Market analysis, real estate analysis, redevelopment site identification and implementation plan.

Briarpatch Youth Services, Madison, Wisconsin

Assisted not-for-profit in site

selection, budgeting and development of new office space and youth shelter.

Eau Claire Downtown Plan, Eau Claire, Wisconsin

Market analysis, real estate analysis, redevelopment site identification and implementation plan.

Madison College, Madison, Wisconsin

Representing Madison College for the development of a new 70,000 square foot comprehensive campus, and guiding the selection of a development team for their downtown Madison campus location.

Kristen Fish, CECD

Principal and Managing Partner | Redevelopment Resources



Education

Bachelor of Business Administration in Marketing, University of North Dakota

Master of Business Administration, University of Wisconsin Oshkosh

Registrations

Certified Economic Developer (CECD)

Ms. Fish has 20 years of direct experience leading the business development efforts of a municipality, and working in both media and manufacturing sectors. She has managed all aspects of business development and adaptive reuse programs including business recruitment, retention, entrepreneurial programming, loan fund management, deal structuring, blight elimination and policy/program development.

City of Appleton

Redevelopment Resources worked with the City of Appleton and Appleton Downtown Inc. to conduct an in-depth market analysis of the downtown. Recommendations included converting second story apartments into higher end units, creative strategies for filling vacant retail space, mixed use and very creative infill development.

City of Watertown

Six buildings on Main St. are to be acquired for the construction of a

Town Square and a hotel is waiting in the wings to develop adjacent to the Town Square on the Rock River.

City of Marshfield

Methodically and systematically implemented nearly all of our recommendations, from creating a downtown gathering space with a fountain, marketing their community at appropriate trade shows, eliminating blight downtown and converting their organization to a private sector led, privately funded economic development organization.

Brian Smalkoski, PE, AICP, PTP, PTOE

Engineer and Transportation Planner | Kimley-Horn



Brian has 17 years of experience in traffic engineering, long-range transportation planning, traffic data collection and statistical analysis, traffic impact analysis, travel demand modeling, safety studies, corridor studies, access management, signal design, and cost/benefit analysis.

Education

Master of Science, Civil Engineering,
University of Minnesota, 2003

Bachelor of Arts, Geology, University of
Minnesota, 1999

Bachelor of Arts, Management, University of
Minnesota, 1999

Registrations

Professional Engineer in Minnesota,
Wisconsin, Arizona, and Michigan
Professional Transportation Planner

University of Wisconsin – Madison,
Campus Master Plan 2015,
Madison, Wisconsin

Judge Doyle Square Master Plan,
Madison, Wisconsin

Capitol East District Parking Study,
Madison, Wisconsin

South Capitol Transit-Oriented
Development District Planning
Study, Madison, Wisconsin

Master Planning Services for
Chaplain Schmitt Island, Dubuque,
Iowa

Grandview Green Feasibility Study,
Edina, Minnesota

Granary Road Cost-Benefit Analysis,
Minneapolis, Minnesota

Minneapolis Public Works
Consulting Pool, Minneapolis,
Minnesota

Heywood Campus Master Plan,
Minneapolis, Minnesota

General Motors Warren Technical
Center Master Plan and
Implementation, Warren, Michigan

Kevin White, AICP, LEED AP



Transportation Planner | Kimley-Horn



Kevin is a transportation planner with 8 years of experience in multimodal transportation planning, community and municipal planning, public engagement, and geographic information systems. Kevin is a certified planner and an LEED Accredited Professional with experience working on a variety of multimodal transportation projects across the Midwest. Kevin strives to create memorable places with a range of efficient multimodal transportation options for users of all ages and abilities. He has a passion for solving site and city circulation, mobility, and parking challenges

Education

Master of Science, Urban and Regional
Planning, University of Wisconsin Madison,
2009

Bachelor of Science, Natural Resources,
University of Wisconsin Madison, 2006

Registrations

American Institute of Certified Planners
LEED AP

University of Wisconsin – Madison,
Campus Master Plan 2015,
Madison, Wisconsin

Parking and Transportation
Management Authority Study,
Rochester, Minnesota

Bike Gap Study, Minneapolis,
Minnesota

Safe Routes to School (SRTS) Plan,
Hibbing, Minnesota

Grand Forks/East Grand Forks MPO,
Streets/Highway Plan Update,
Grand Forks, North Dakota

2040 Long-Range Transportation
Plan, Sioux Falls, South Dakota

General Motors Technical Center
Master Plan, Warren, Michigan

University of Toledo Multiple
Campus Master Plan, Toledo, Ohio

Attachment: Exhibit B-SmithGroupJJR Consulting Agreement (6624 : Reso #18-08 Authorizing Agreement for Consulting Services with

SMITHGROUP JJR

ANN ARBOR
CHICAGO
DALLAS
DETROIT
LOS ANGELES
MADISON
PHOENIX
SAN FRANCISCO
SHANGHAI
WASHINGTON, DC

www.smithgroupjjr.com

EXHIBIT 'B'

Date: January 31, 2018

Kim Flom
Development Services Director
City of De Pere, WI
335 South Broadway
De Pere, WI 54115

RE: *City of De Pere, Cultural District Master Plan Charrette*

Dear Kim:

On behalf of SmithGroupJJR, Inc., ("SmithGroupJJR") I am pleased to submit this proposal for the City of De Pere Cultural District Master Plan. The following is our understanding of the services which are to be provided.

UNDERSTANDING OF THE PROJECT

As outlined in the Request for Proposal, and refined during subsequent phone conversations, we understand the City of De Pere would like to develop a Cultural District Master Plan for the east side of downtown, to build upon the potential addition of the Mulva Cultural Center. The Master Plan will be developed through a Charrette process and primarily focus on the Front Street block, with considerations made for the primary and secondary zones.

The overall zones, purpose and goals are described in Exhibit A. Our understanding of the project purpose and key goals is to:

- Determine the potential of a Cultural District in east downtown
- Focus on the Front Street block and surrounding open spaces
- Create a Master Plan for the primary and secondary zones that is viable and implementable
- Illustrate potential uses and patterns, including business types, building massing and general aesthetic, open space use, and concepts that will inform future work and work as an addendum to the downtown master plan

SCOPE OF SERVICES**Phase 1: Due Diligence and Background Research****Project Kickoff Meeting**

The SmithGroupJJR core team will attend a kickoff meeting with the City's Planning and Economic Development team (the City) and key stakeholders to establish project goals and objectives, define the charrette and coordinate data gathering. In addition, we will outline parameters for the Economic / Market Analysis and Pro Forma to clarify focus and intent.

Cultural District Master Plan
De Pere, WI

SmithGroupJJR

Data Gathering:

We will gather information from City representatives on the existing site and surrounding context, including previously completed plans, studies and reports. We will draw on this information to analyze conditions and identify opportunities to meet the planning goals for the site. This effort will address the following:

Review information provided by City prior to kickoff meeting:

- Comprehensive Plan
- Downtown Master Plan
- Zoning Code
- Main Street Guidelines
- UW Capstone Project 2016-17
- Nicolet Square Master Plan
- Associated GIS Files
- Associated CAD Files
- Stakeholder Groups
- Focus Groups
- TID Project Plans and Redevelopment Plans
- Environmental Data as available
- Utilities
- Downtown Ownership/Business spreadsheet (existing – may not be exactly up to date)
- Data from Strategic Visioning/Branding Initiative
- Transportation and parking data

SmithGroupJJR team to begin or prepare prior to kick off meeting:

- Property inventory and analysis (based on City info)
- Land use and business mix inventory and analysis (based on City info)
- Existing structure and conditions
- Economic / Market analysis
- Draft Financial Pro Forma
- Review of existing transportation and parking patterns (vehicular, pedestrian, bicycle)
- Understanding of local development climate and construction costs
- Cultural District Analysis (review of components with Cultural District group)

Phase 1: Meetings and Deliverables**Meetings:**

Intro WebEx with Client

- Guiding Principles-Objectives-Performance Measures
- Review of materials to be shared – questions
- Define stakeholder engagement process
- Next steps and schedule

Attend kickoff meeting (1-2 days) *Note: Some members will attend key meetings by phone*

- Kickoff Meeting with City Staff
- Meeting with Mulva Board and/or Mulva representatives

Cultural District Master Plan
De Pere, WI

SmithGroupJJR

- Confidential Interviews / Small Group Meetings (with industry experts and stakeholders)
- Walking Tour with Client and Select Stakeholders
- Site Visit

Bi-weekly phone call with client (15-30 minutes)

Deliverables:

Existing document summary

Base drawings/Physical Data

- Open Space, Circulation, Land Use
- Site Photography
- 3D Sketchup Model, with a focus on the Core Zones and less detail on City Zones

Economic Analysis

- Real Estate Market Assessment
- Financial Pro Forma for Front Street block
 - Base models exploring – current zoning code, no development, etc.

Pre-Charrette Vision Exploration

- Draft Vision Scenarios (building height, corridor emphasis, open space/urban design alternatives)
- Formulation of Charrette focus areas – overall vision, building height and massing, or public spaces

Phase 2: Vision & Design

Pre-Charrette

The SmithGroupJJR team will attend a WebEx meeting with the City to review the results of the data gathering stage and finalize the agenda for the charrette that considers how to best engage key stakeholders.

Charrette

The SmithgroupJJR team will conduct a three-day charrette with key stakeholders. Our multi-disciplinary team will include urban design, architecture, landscape architecture, traffic engineering and economic development consultants. We envision an intense multi-day work session that will be finalized with the client, but generally structured as follows:

- Kickoff with key stakeholder group to review goals and opportunities, discuss site constraints and develop guiding principles.
- Based on guiding principles will we develop a program and outline potential design alternatives
- The alternatives and principles will be discussed in a public programming workshop.
- Based on the results of the workshop the design team will develop alternative concepts and meet with key stakeholders.
- A preliminary master plan will be generated and shared in an open house

Phase 2: Meetings and Deliverables

Meetings

- Pre-Charrette WebEx
- Charrette Attendance
- Bi-weekly phone call with Client (15-30 mins)

Cultural District Master Plan
De Pere, WI

SmithGroupJJR

Deliverables**Charrette Preparation**

- Charrette Agenda (build off knowledge gained in Phase 1)
- Charrette Preparation Materials to ensure interactive and productive experience
- Sufficient Notice/Advertisement of Public Open House (City to lead)
- Invitation/Engagement of Stakeholders (City to lead)

Charrette attendance

- Plan alternatives and concepts
- District vision
- Alternative concepts (Sketchup model or virtual reality for building height and massing)
- Comparable images or sketches for type of public realm and/or riverfront public space
- Preferred district vision

Phase 3: Summary**Master Plan**

Following the charrette, we will meet with the City via WebEx to review the plans, goals and objectives and select a preferred approach. We will then develop the preferred option into an overall master plan for the district that sets a vision for a vibrant, dynamic Cultural District that can transform the area into a regional destination while responding to the surrounding context and addressing existing conditions. The plan will incorporate public and private property to identify potential development patterns and land uses, considering opportunities to create high quality public spaces and develop properties. Open spaces will enable community gathering and take advantage of proximity to the Fox River.

Task 3: Meetings and Deliverables**Meetings**

Bi-weekly phone call with client (15-30 minutes)

Deliverables

The results of the Charrette will be summarized in a Final Report that includes the following information:

- Executive Summary
- Summary of due diligence and background research
- Summary of charrette process and feedback
- Economic analysis for entire geographic area and financial pro forma for Front Street Block
- Subarea plan for entire area – differentiated by zone. May include (but not be limited to)
 - Public spaces
 - Design intent – general design/material guidelines
 - New buildings
 - Building height and massing recommendations
 - List of businesses/land uses that fit economically with the redevelopment plan and also create cultural synergy
 - 3D renderings, diagrams, illustrations, or images to communicate vision in detail
- Implementation strategy that may include (but not be limited to)

Cultural District Master Plan
De Pere, WI

SmithGroupJJR

- Regulatory recommendations
- Incentive policy
- Operational and programming recommendations
- Timeline

OWNER RESPONSIBILITIES

The City of De Pere will coordinate, host, and participate in public meetings, provide background and base information as described, and coordinate stakeholder outreach.

SCHEDULE

The following schedule is anticipated. Meeting dates will be finalized after the award of the contract. The schedule may be adjusted with agreement in writing between the City and SmithGroupJJR.

Project Award: February 2018

Task 1: Due Diligence and Background Research (4-6 weeks)

Task 2: Charrette (2-week window)

Task 3: Summary (4-6 weeks) complete in May, 2018

CONSULTANTS

SmithGroupJJR anticipates using the following consultant(s) for this project and the costs will be borne by SmithGroupJJR and are included in SmithGroupJJR projected fee

Kimley Horn: Traffic Consultant

Redevelopment Resources: Economic Consultant

COMPENSATION

The City of De Pere shall compensate SmithGroupJJR for the scope of services outlined above a fixed fee lump sum of \$ 79,850

Task 1: Due Diligence and Background Research	\$22,650
Task 2: Vision and Design	\$38,550
Task 3: Summary	\$18,650

ADDITIONAL SERVICES

Requests for additional services or staff will be documented by SmithGroupJJR (if given verbally), and the work will commence upon (City of De Pere) approval of an estimated fee for that effort or, if not agreed otherwise, (City of De Pere) shall reimburse SmithGroupJJR on an hourly basis of SmithGroupJJR's project staff actively engaged for all personnel hours worked on the project.

Cultural District Master Plan
De Pere, WI

SmithGroupJJR

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: City Attorney

FROM: Angela Zills

SUBJECT: Resolution #18-09 Supporting Brown County's Proposal to Promote Brown County's 200th Anniversary Celebration.

ATTACHMENTS:

- Reso18-09 (DOCX)
- Muni 200th Letter (DOCX)

RESOLUTION #18-09

IN SUPPORT OF BROWN COUNTY'S PROPOSAL TO PROMOTE
THE COUNTY'S 200TH ANNIVERSARY CELEBRATION

WHEREAS, Brown County was established in 1818, and is celebrating its 200 years of remarkable history during 2018; and

WHEREAS, Brown County's celebrations of this milestone include the Neville Public Museum Exhibit, *Our Brown County*, focusing on 50 artifacts, 50 photographs, 50 people and 50 places which demonstrate the complex, diverse and rich history of Brown County, with free admission for County residents on Wednesdays ("Community Night") to promote the exhibit; and

WHEREAS, the County invites Brown County communities to collaborate with them in celebrating Brown County's 200th year by sponsoring a "Community Night" event at the Neville.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The City of De Pere hereby endorses and supports Brown County celebrating the County's 200th Anniversary and wishes to collaborate with the County by sponsoring a Community Night event at the Neville Public Museum.

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 6th day of February, 2018.

APPROVED:

Michael J. Walsh, Mayor

ATTEST:

Shana D. Ledvina, Clerk-Treasurer

Ayes: _____

Nays: _____

EXECUTIVE

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



Troy Streckenbach

PHONE (920) 448-4001 FAX (920) 448-4003

BROWN COUNTY EXECUTIVE

Dear Municipal Leader,

The exhibit *Our Brown County* is a celebration of 200 years of history focusing on the stories that make Brown County the place we choose to live, work, and play. Visitors will be able to explore these stories through 50 artifacts, 50 photographs, 50 people, and 50 places that demonstrate the complex, diverse, and rich history of Brown County.

Brown County was established in 1818, becoming the first boundary lines west of the Great Lakes- that's 30 years before Wisconsin became a state! Over the past two centuries, the residents of Brown County have left their unique mark on the landscape of Northeastern Wisconsin.

As part of the Brown County's 200th Anniversary and in advance of your large community event we would like to offer your community a Community Night at the Neville Public Museum on the first Wednesday of the month from 5pm-8pm when admission is free for Brown County residents.

This is an opportunity for you to feature and promote your upcoming community event to a larger audience while inviting your community stakeholders to visit and discover why we live, work and play in Brown County. Each municipality will also receive 200 family admission passes to share how every determined by the municipality.

Another aspect of the marketing of your community event would be using your social media channels to promote (both before and during) by photographing yourself/group at the Museum (tagging Neville) and using the #BroCo200 with every post. Brown County's social media (BC and BroCo200) will cross-promote the upcoming Community Night as well.

If you're interested in collaborating with us on this exciting venture, please respond by email to Deputy Executive Jeff Flynt (Jeffrey.flynt@co.brown.wi.us) by March 30th. We will then arrange a meeting to go over further details and answer any questions you may have about this.

Sincerely,

Jeff Flynt
Brown County Deputy Executive

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Ledvina

SUBJECT: Recommendation from the License Committee on an Application for a premises description change for The Green Room, from 353 Main Av to 363 Main Av.

ATTACHMENTS:

- Green Room_Premises Description Change_2-6-18 (PDF)

PREMISES DESCRIPTION CHANGE

13.a

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning 2/27/2018 20 18 ;
ending 6/30 20 18

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

County of Brown Aldermanic Dist. No. _____ (if required by ordinance)

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

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

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Green Room Theatre LLC

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

	Title	Name	Home Address	Post Office & Zip Code
President/Member		<u>Michael Thomas Escalante</u>	<u>P.O. Box 6101</u>	<u>DePue, WI 54115</u>
Vice President/Member				
Secretary/Member				
Treasurer/Member				
Agent		<u>Michael Thomas Escalante</u>		
Directors/Managers				

3. Trade Name The Green Room Business Phone Number 920-983-0966
4. Address of Premises 363 Main Ave. Post Office & Zip Code DePue, WI 54115

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

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Entire Space - No Basement

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

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

SUBSCRIBED AND SWORN TO BEFORE ME

this 16th day of January, 20 18

[Signature]
(Clerk/Notary Public)

My commission expires 4-30-21

[Signature]
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

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

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

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>1-16-18</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Ledvina

SUBJECT: Recommendation from the License Committee on an Application for a Class "B" Fermented Malt Beverage License for Heritage Rd, LLC (DBA One Under Golf Center), 801 Heritage Rd, Unit C. Submitted by Heritage Rd, LLC, Agent: Matthew Wood, Green Bay, WI.

ATTACHMENTS:

- One Under Golf Center_2-6-18 (PDF)

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning Feb 7 20 18
ending June 30 20 18

TO THE GOVERNING BODY of the:

☐ Town of
☐ Village of
☒ City of De Pere
County of Brown Aldermanic Dist. No. _____ (if required by ordinance)

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

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

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Heritage Rd, LLC

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

Title	Name	Home Address	Post Office & Zip Code
President/Member	<u>John Allen</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>
Vice President/Member	<u>Tony Wolf</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>
Secretary/Member			
Treasurer/Member			
Agent	<u>Matthew Wood</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>
Directors/Managers			

3. Trade Name One Under Golf Center Business Phone Number (920) 425-4038

4. Address of Premises 301 Heritage Rd, Unit C De Pere, WI Post Office & Zip Code 54115

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? ☒ Yes ☐ No

6. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No

7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? ☐ Yes ☒ No

8. (a) Corporate/limited liability company applicants only: Insert state WI and date 3/7/17 of registration.

- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? ☐ Yes ☒ No

- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☐ Yes ☒ No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Indoor Golf Center - Caddyshack (Food + Bev room)

10. Legal description (omit if street address is given above): _____

11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☐ Yes ☒ No

- (b) If yes, under what name was license issued? _____

12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5d) before beginning business? [phone 1-800-937-8864] ☒ Yes ☐ No

13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No

14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

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

SUBSCRIBED AND SWORN TO BEFORE ME

this 19th day of January, 20 18

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

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

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

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Wisconsin Department of Revenue

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Ledvina

SUBJECT: That the Council rescind its action of November 15, 2016 to replace the City's two existing pools with one aquatic center, with the location to be determined at a future time. (Note: on March 21, 2017, the Council acted to select VFW Park as the location for the aquatic center. This action is not up for rescission.)

ATTACHMENTS:

- J.Hansen - Legion Pool Memo (PDF)

Memo Re: Legion Pool**Council Agenda: February 6, 2018****Ald. Jonathon Hansen****Dueling Paths:**

During the two Park Board meetings in December, two paths forward were presented that seem to be fundamentally in tension with one another. On one hand, the Park Board decided to move forward with building an aquatic center at VFW Park, and to explore conceptual designs to that effect. On the other hand, several Park Board Commissioners encouraged the “Save Legion Pool” advocates to continue their organizing and fundraising efforts. It was pointed out several times that a VFW aquatic center would likely not be open for another 2-4 years, which allows sufficient time for Legion supporters to raise the funds necessary to preserve a swimming facility at Legion.

At the December 21st Park Board meeting, however, the Director of the Parks & Rec Dept. stated that it would be difficult for a large aquatic center and a renovated Legion facility to coexist. As a result, in 2-4 years, the City could find itself in the following predicament: The City completes construction of a large aquatic center at VFW; meanwhile, the Legion supporters come to the City after successfully raising the funds needed to keep a facility open at Legion. The City would then be obligated to invest those funds in Legion, and would be left with two potentially incompatible facilities. To avoid this situation, I request that the Council rescind the original resolution on this matter, which was adopted on November 15, 2016.

Costs:

The original estimate for a VFW aquatic center was in the range of \$4-8 million. In the recently completed conceptual design report for the VFW aquatic center, Graef, the contractor hired by the city, presented three different options. The costs for these designs were as follows: \$7.22 million, \$7.40 million, and \$9.53 million (the \$9.53 million option would include all of the “bells and whistles”). Thus, the VFW aquatic center is likely to cost somewhere in the \$7-8 million range.

Alternatively, a small-scale aquatic center at VFW creates the possibility of maintaining pool facilities on both sides of the river at a similar price tag. A smaller VFW aquatic center that costs \$4-5 million could be paired with a new Legion facility that costs around \$3 million. The grand total for both projects would still be in the \$7-8 million range that is currently projected for the large aquatic center.

There is also a crucial distinction between how much a project costs and how much the City has to borrow for the project, with the latter being the more important consideration. If the City pursues a plan that keeps swimming facilities on each side of the river, and creates a single fundraising committee for both projects—as I propose—De Pere could attract support from all of our residents, as well as residents in neighboring municipalities who utilize Legion and VFW, including Allouez, Ledgeview, and Ashwaubenon. By casting a wider fundraising net, the City could reduce the amount it needs to borrow to complete these projects. Moreover, after the construction phase is complete, having only one swimming facility in the city would likely alienate a large segment of the community, and jeopardize projected attendance figures for the aquatic center. This would make it difficult for the aquatic center to meet its annual revenue goals, and thereby require the City to contribute a higher subsidy each year to sustain the facility.

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Ledvina

SUBJECT: If item 15a is approved: request that the Council approve replacing the pool at VFW Park with a small-scale aquatic center and approve replacing the pool at Legion Park with an as yet to be determined swimming facility.

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Ledvina

SUBJECT: If item 15b is approved: request that the Mayor form a fundraising committee to raise funds for both the VFW Park aquatic center and the Legion Park pool replacement.

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Ledvina

SUBJECT: That the Council take action to request that the Board of Park Commissioners ask the "Save Legion Pool" supporters for a presentation on their request at the August 2018 meeting of the Board.

City of De Pere, Wisconsin

**Request For Common Council Action**

MEETING DATE: February 6, 2018

DEPARTMENT: City Clerk-Treasurer

FROM: Shana Ledvina

SUBJECT: If item 16a is approved: that the Council take action to request the Board of Park Commissioners report back to the Council any recommendations it has based upon such presentation.

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

MEETING DATE: February 6, 2018
DEPARTMENT: City Clerk-Treasurer
FROM: Shana Ledvina
SUBJECT: Operator License Applications.

ATTACHMENTS:

- 02-06-18 (PDF)

CITY OF DE PERE
License Committee - February 6, 2018

New Operator License Applications for the 2016-2018 Licensing Period	
1	DUGRE, SHAWN J.
2	EVERS, HALEY R.
3	KROPP, DYLAN J.
4	STEINER, ALLISON R.
5	WARD, SAMUEL M.

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

MEETING DATE: February 6, 2018
DEPARTMENT: City Clerk-Treasurer
FROM: Shana Ledvina
SUBJECT: Voucher Approval.

ATTACHMENTS:

- 2-6-18 VOUCHERS (PDF)

1/31/2018 9:07 AM

A / P CHECK REGISTER

PAGE: 1

PACKET: 05794 FEB 2018 COUNCIL - 1 2-6-18

VENDOR SET: 01

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
6426	ACL							
	I-201711-0	ACL	R	2/06/2018		53.60CR	084354	
	I-201712-0	ACL	R	2/06/2018		53.60CR	084354	107.20
7583	ADVANCE AUTO PARTS							
	I-6339-250889	ADVANCE AUTO PARTS	R	2/06/2018		33.00CR	084355	
	I-6339-251137	ADVANCE AUTO PARTS	R	2/06/2018		32.28CR	084355	65.28
6802	ADVANCED DISPOSAL							
	I-B80000611099	ADVANCED DISPOSAL	R	2/06/2018		290.95CR	084356	290.95
0302	AIRGAS USA LLC							
	I-9071384589	AIRGAS USA LLC	R	2/06/2018		60.81CR	084357	
	I-9071384590	AIRGAS USA LLC	R	2/06/2018		284.13CR	084357	
	I-9071384591	AIRGAS USA LLC	R	2/06/2018		153.65CR	084357	
	I-9949935211	AIRGAS USA LLC	R	2/06/2018		208.52CR	084357	707.11
2492	ALCOPRO							
	I-208019-IN	ALCOPRO	R	2/06/2018		142.66CR	084358	142.66
7653	ERIC ALLEN							
	I-201801307901	ERIC ALLEN	R	2/06/2018		100.00CR	084359	100.00
0007	AMBROSIUS SALES & SERVICE							
	I-119449	AMBROSIUS SALES & SERVICE	R	2/06/2018		27.00CR	084360	27.00
7685	AXON ENTERPRISE INC							
	I-SI1517286	AXON ENTERPRISE INC	R	2/06/2018		23,735.25CR	084361	23,735.25
0020	BADGERLAND PRINTING INC							
	I-30785	BADGERLAND PRINTING INC	R	2/06/2018		55.00CR	084362	
	I-30798	BADGERLAND PRINTING INC	R	2/06/2018		285.00CR	084362	
	I-30818	BADGERLAND PRINTING INC	R	2/06/2018		80.00CR	084362	
	I-30819	BADGERLAND PRINTING INC	R	2/06/2018		204.00CR	084362	
	I-30836	BADGERLAND PRINTING INC	R	2/06/2018		386.00CR	084362	
	I-30853	BADGERLAND PRINTING INC	R	2/06/2018		75.18CR	084362	1,085.18
0023	BATTERIES PLUS LLC							
	I-501-P316963	BATTERIES PLUS LLC	R	2/06/2018		44.95CR	084363	
	I-501-P317660	BATTERIES PLUS LLC	R	2/06/2018		15.15CR	084363	
	I-501-P336246	BATTERIES PLUS LLC	R	2/06/2018		66.93CR	084363	
	I-505-P297051	BATTERIES PLUS LLC	R	2/06/2018		197.95CR	084363	324.98

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0132	BAY AREA HUMANE SOCIETY AND							
	I-293	BAY AREA HUMANE SOCIETY AND	R	2/06/2018		177.00CR	084364	177.00
0027	BAY TOWEL INC							
	I-2534014	BAY TOWEL INC	R	2/06/2018		40.39CR	084365	
	I-2538242	BAY TOWEL INC	R	2/06/2018		40.39CR	084365	
	I-2538243	BAY TOWEL INC	R	2/06/2018		90.88CR	084365	
	I-2538244	BAY TOWEL INC	R	2/06/2018		57.18CR	084365	
	I-2540695	BAY TOWEL INC	R	2/06/2018		153.16CR	084365	
	I-2540710	BAY TOWEL INC	R	2/06/2018		77.52CR	084365	
	I-2542456	BAY TOWEL INC	R	2/06/2018		40.39CR	084365	
	I-2542457	BAY TOWEL INC	R	2/06/2018		78.71CR	084365	
	I-2546670	BAY TOWEL INC	R	2/06/2018		40.39CR	084365	
	I-2546671	BAY TOWEL INC	R	2/06/2018		78.71CR	084365	697.72
0025	BAYCOM INC							
	I-EQUIPINV _011996	BAYCOM INC	R	2/06/2018		4,998.00CR	084366	4,998.00
0649	BRAUER SUPPLY & EQUIPMENT							
	I-2018008	BRAUER SUPPLY & EQUIPMENT	R	2/06/2018		390.00CR	084367	390.00
0038	BROADWAY AUTOMOTIVE INC							
	I-881355P	BROADWAY AUTOMOTIVE INC	R	2/06/2018		108.29CR	084368	
	I-881730P	BROADWAY AUTOMOTIVE INC	R	2/06/2018		129.51CR	084368	
	I-881730PX1	BROADWAY AUTOMOTIVE INC	R	2/06/2018		149.49CR	084368	
	I-882990P	BROADWAY AUTOMOTIVE INC	R	2/06/2018		3.81CR	084368	391.10
0039	BROOKS TRACTOR INC							
	I-D60047	BROOKS TRACTOR INC	R	2/06/2018		279.86CR	084369	
	I-D60201	BROOKS TRACTOR INC	R	2/06/2018		32.96CR	084369	312.82
2944	BROWN COUNTY JAIL							
	I-201801307895	BROWN COUNTY JAIL	R	2/06/2018		1,560.00CR	084370	
	I-201801307896	BROWN COUNTY JAIL	R	2/06/2018		120.00CR	084370	1,680.00
0046	BROWN COUNTY PORT SOLID WASTE DEPT							
	I-36114	BROWN COUNTY PORT SOLID WASTE	R	2/06/2018		19,449.19CR	084371	19,449.19
2984	BROWN COUNTY TREASURER							
	I-2018-00000001	BROWN COUNTY TREASURER	R	2/06/2018		3,693.54CR	084372	3,693.54
3257	DARYL CARTER							
	I-201801307902	DARYL CARTER	R	2/06/2018		98.54CR	084373	98.54

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0536	CDW GOVERNMENT INC							
	I-LFR3596	CDW GOVERNMENT INC	R	2/06/2018		639.96CR	084374	
	I-LGC9508	CDW GOVERNMENT INC	R	2/06/2018		11.40CR	084374	
	I-LHS3154	CDW GOVERNMENT INC	R	2/06/2018		2,199.69CR	084374	
	I-LHT7317	CDW GOVERNMENT INC	R	2/06/2018		151.32CR	084374	
	I-LJB1922	CDW GOVERNMENT INC	R	2/06/2018		3,155.18CR	084374	
	I-LJJ1497	CDW GOVERNMENT INC	R	2/06/2018		25.66CR	084374	
	I-LJJ8103	CDW GOVERNMENT INC	R	2/06/2018		24.84CR	084374	6,208.05
6575	CEDAR CORP							
	I-93659	CEDAR CORP	R	2/06/2018		500.00CR	084375	
	I-94752	CEDAR CORP	R	2/06/2018		250.00CR	084375	750.00
2708	CLEANING SOLUTION SERVICES INC							
	I-15701	CLEANING SOLUTION SERVICES INC	R	2/06/2018		1,105.24CR	084376	1,105.24
7337	COMPASS MINERALS AMERICA							
	I-169443	COMPASS MINERALS AMERICA	R	2/06/2018		8,293.57CR	084377	8,293.57
7639	CORE & MAIN LP							
	I-I293174	CORE & MAIN LP	R	2/06/2018		58,929.50CR	084378	
	I-I320529	CORE & MAIN LP	R	2/06/2018		320.10CR	084378	
	I-I373713	CORE & MAIN LP	R	2/06/2018		2,672.45CR	084378	61,922.05
7546	JASON CUMMINGS							
	I-201801307903	JASON CUMMINGS	R	2/06/2018		100.00CR	084379	100.00
6700	DARLEY CO							
	I-17297375	DARLEY CO	R	2/06/2018		214.58CR	084380	214.58
7288	JESSICA DART							
	I-201801307904	JESSICA DART	R	2/06/2018		100.00CR	084381	100.00
0713	DE GROOT INC							
	I-8161	DE GROOT INC	R	2/06/2018		1,952.78CR	084382	1,952.78
6946	DEAN ENTERPRISES LLC							
	I-D-66729	DEAN ENTERPRISES LLC	R	2/06/2018		105.75CR	084383	105.75
0075	DIGGERS HOTLINE INC							
	I-171 2 36401	DIGGERS HOTLINE INC	R	2/06/2018		116.43CR	084384	
	I-171 2 36402	DIGGERS HOTLINE INC	R	2/06/2018		9.60CR	084384	
	I-180136402 PP1	DIGGERS HOTLINE INC	R	2/06/2018		145.60CR	084384	271.63

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7686	DOG WASTE DEPOT I-193397	DOG WASTE DEPOT	R	2/06/2018		599.97CR	084385	599.97
0079	DORSCH CORP I-40177	DORSCH CORP	R	2/06/2018		41.82CR	084386	41.82
3213	EILLIEN'S I-SI238412	EILLIEN'S	R	2/06/2018		358.64CR	084387	358.64
0085	EMERGENCY MEDICAL PRODUCTS INC I-1958495	EMERGENCY MEDICAL PRODUCTS INC	R	2/06/2018		130.46CR	084388	130.46
3452	ESRI INC I-93401413	ESRI INC	R	2/06/2018		22,948.50CR	084389	22,948.50
7422	EXCEL UNDERGROUND LLC I-5745	EXCEL UNDERGROUND LLC	R	2/06/2018		1,911.50CR	084390	1,911.50
0091	FASTENAL COMPANY I-WIGRE357423	FASTENAL COMPANY	R	2/06/2018		18.18CR	084391	18.18
0092	FEAKER & SONS CO INC I-20763	FEAKER & SONS CO INC	R	2/06/2018		880.00CR	084392	880.00
0096	FIRE APPARATUS & EQUIPMENT INC I-17757	FIRE APPARATUS & EQUIPMENT INC	R	2/06/2018		17.84CR	084393	17.84
3303	FIRST AMERICAN TITLE INS COMPANY I-1036-68090222B	FIRST AMERICAN TITLE INS COMPA	R	2/06/2018		105.00CR	084394	105.00
0200	FIRST SUPPLY LLC I-10942635-00 I-10948345-00	FIRST SUPPLY LLC FIRST SUPPLY LLC	R R	2/06/2018 2/06/2018		67.11CR 63.46CR	084395 084395	 130.57
3304	FISCHER-ULMAN CONST INC I-17-05 (3)	FISCHER-ULMAN CONST INC	R	2/06/2018		31,552.53CR	084396	31,552.53
7289	KIMBERLY FLOM I-201801307897	KIMBERLY FLOM	R	2/06/2018		103.48CR	084397	103.48
0105	FOX SPECIALITY COMPANY I-37495	FOX SPECIALITY COMPANY	R	2/06/2018		76.78CR	084398	76.78

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
7684	FOX VALLEY OVERHEAD DOOR CO INC							
	I-53928	FOX VALLEY OVERHEAD DOOR CO IN	R	2/06/2018		891.00CR	084399	891.00
5757	FOX-WOLF WATERSHED ALLIANCE							
	I-201801307905	FOX-WOLF WATERSHED ALLIANCE	R	2/06/2018		25.00CR	084400	25.00
3655	FUN EXPRESS LLC							
	I-687945332-01	FUN EXPRESS LLC	R	2/06/2018		314.81CR	084401	314.81
0562	GALLS LLC							
	I-9046658	GALLS LLC	R	2/06/2018		88.76CR	084402	
	I-9065231	GALLS LLC	R	2/06/2018		192.00CR	084402	
	I-9127211	GALLS LLC	R	2/06/2018		17.94CR	084402	298.70
0111	GAT SUPPLY INC							
	I-325659-1	GAT SUPPLY INC	R	2/06/2018		69.56CR	084403	69.56
2544	GLOBAL RECOGNITION INC							
	I-171976	GLOBAL RECOGNITION INC	R	2/06/2018		180.00CR	084404	180.00
6923	GORDON FLESCH COMPANY INC.							
	I-IN12139423	GORDON FLESCH COMPANY INC.	R	2/06/2018		129.00CR	084405	129.00
0117	GRAYBAR ELECTRIC COMPANY INC							
	I-9301984144	GRAYBAR ELECTRIC COMPANY INC	R	2/06/2018		14.93CR	084406	
	I-9301984145	GRAYBAR ELECTRIC COMPANY INC	R	2/06/2018		8.32CR	084406	
	I-9302096663	GRAYBAR ELECTRIC COMPANY INC	R	2/06/2018		118.01CR	084406	141.26
0124	GREEN BAY CITY TREASURER							
	I-111857	GREEN BAY CITY TREASURER	R	2/06/2018		284.81CR	084407	284.81
0348	GREEN BAY METRO SEWERAGE DISTRICT							
	I-114166	GREEN BAY METRO SEWERAGE DISTR	R	2/06/2018		2,000.00CR	084408	2,000.00
7245	GREEN BAY WATER UTILITY							
	I-6014	GREEN BAY WATER UTILITY	R	2/06/2018		15,150.00CR	084409	15,150.00
7687	JAMES GREVE							
	I-201801307906	JAMES GREVE	R	2/06/2018		100.00CR	084410	100.00
4826	GUSTAVE A LARSON CO							
	I-GRB0345911	GUSTAVE A LARSON CO	R	2/06/2018		273.44CR	084411	273.44

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7688	ROBERT HAEN I-201801307907	ROBERT HAEN	R	2/06/2018		52.75CR	084412	52.75
6896	HALLAM, JOHN I-201801307908	HALLAM, JOHN	R	2/06/2018		97.05CR	084413	97.05
4902	HALRON LUBRICANTS INC C-973995-00 I-973446-00 I-973810-00	HALRON LUBRICANTS INC HALRON LUBRICANTS INC HALRON LUBRICANTS INC	R R R	2/06/2018 2/06/2018 2/06/2018		40.00 414.68CR 455.00CR	084414 084414 084414	 829.68
5674	HOME TEAM SPORTS & APPAREL INC I-34446	HOME TEAM SPORTS & APPAREL INC	R	2/06/2018		19.80CR	084415	19.80
6589	HSBS EWD I-201801307898	HSBS EWD	R	2/06/2018		46.50CR	084416	46.50
5484	HYDROCORP INC I-45332-IN I-45474-IN I-45616-IN	HYDROCORP INC HYDROCORP INC HYDROCORP INC	R R R	2/06/2018 2/06/2018 2/06/2018		2,876.00CR 2,309.00CR 744.00CR	084417 084417 084417	 5,929.00
6342	IDEA DINER I-201801307909	IDEA DINER	R	2/06/2018		45.00CR	084418	45.00
1399	INDOFF INC I-3049373 I-3052972 I-3054089 I-3054138 I-3054594 I-3054691 I-3055422 I-3056705 I-3056911 I-3057522 I-3057851 I-3058559	INDOFF INC INDOFF INC INDOFF INC INDOFF INC INDOFF INC INDOFF INC INDOFF INC INDOFF INC INDOFF INC INDOFF INC INDOFF INC INDOFF INC	R R R R R R R R R R R R	2/06/2018 2/06/2018 2/06/2018 2/06/2018 2/06/2018 2/06/2018 2/06/2018 2/06/2018 2/06/2018 2/06/2018 2/06/2018 2/06/2018		217.54CR 206.43CR 138.60CR 282.86CR 170.03CR 63.98CR 67.44CR 16.95CR 155.82CR 71.29CR 26.95CR 9.25CR	084419 084419 084419 084419 084419 084419 084419 084419 084419 084419 084419 084419	 1,427.14
6688	JOHNSON, KIM I-201801307910	JOHNSON, KIM	R	2/06/2018		100.00CR	084420	100.00

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
2602	JOSSART BROTHERS INC							
	I-599	JOSSART BROTHERS INC	R	2/06/2018		1,438.75CR	084421	
	I-600	JOSSART BROTHERS INC	R	2/06/2018		1,995.75CR	084421	
	I-604	JOSSART BROTHERS INC	R	2/06/2018		2,400.75CR	084421	
	I-611	JOSSART BROTHERS INC	R	2/06/2018		1,469.25CR	084421	
	I-625	JOSSART BROTHERS INC	R	2/06/2018		2,166.00CR	084421	
	I-626B	JOSSART BROTHERS INC	R	2/06/2018		1,987.25CR	084421	11,457.75
1276	JX ENTERPRISES INC							
	I-1420767P	JX ENTERPRISES INC	R	2/06/2018		66.15CR	084422	
	I-1421043P	JX ENTERPRISES INC	R	2/06/2018		101.96CR	084422	
	I-1421044P	JX ENTERPRISES INC	R	2/06/2018		3.02CR	084422	
	I-1421058P	JX ENTERPRISES INC	R	2/06/2018		8.60CR	084422	
	I-1421514P	JX ENTERPRISES INC	R	2/06/2018		100.29CR	084422	
	I-1422082P	JX ENTERPRISES INC	R	2/06/2018		59.76CR	084422	
	I-1422565P	JX ENTERPRISES INC	R	2/06/2018		11.85CR	084422	
	I-1422701P	JX ENTERPRISES INC	R	2/06/2018		9.60CR	084422	
	I-1422993P	JX ENTERPRISES INC	R	2/06/2018		67.69CR	084422	428.92
7563	MATTHEW LECLAIR							
	I-201801307911	MATTHEW LECLAIR	R	2/06/2018		94.49CR	084423	94.49
4533	PATRICK K. LINNANE							
	I-201801307912	PATRICK K. LINNANE	R	2/06/2018		100.00CR	084424	100.00
6198	MAILFINANCE							
	I-H6960348	MAILFINANCE	R	2/06/2018		300.00CR	084425	
	I-N6928632	MAILFINANCE	R	2/06/2018		314.73CR	084425	614.73
1443	MARTIN SYSTEMS INC							
	I-156362	MARTIN SYSTEMS INC	R	2/06/2018		335.40CR	084426	335.40
0163	MCC INC							
	I-17-09 (4)	MCC INC	R	2/06/2018		17,034.59CR	084427	17,034.59
0173	MENARDS INC							
	I-20819	MENARDS INC	R	2/06/2018		25.98CR	084428	
	I-20930	MENARDS INC	R	2/06/2018		26.97CR	084428	
	I-21171	MENARDS INC	R	2/06/2018		21.15CR	084428	
	I-21277	MENARDS INC	R	2/06/2018		19.23CR	084428	
	I-21286	MENARDS INC	R	2/06/2018		15.18CR	084428	
	I-21471	MENARDS INC	R	2/06/2018		4.57CR	084428	
	I-21484	MENARDS INC	R	2/06/2018		29.82CR	084428	
	I-21485	MENARDS INC	R	2/06/2018		139.00CR	084428	
	I-21560	MENARDS INC	R	2/06/2018		8.47CR	084428	
	I-21562	MENARDS INC	R	2/06/2018		39.94CR	084428	
	I-21598	MENARDS INC	R	2/06/2018		7.92CR	084428	
	I-21602	MENARDS INC	R	2/06/2018		19.88CR	084428	
	I-21623	MENARDS INC	R	2/06/2018		3.98CR	084428	
	I-21939	MENARDS INC	R	2/06/2018		59.97CR	084428	
	I-22044	MENARDS INC	R	2/06/2018		5.97CR	084428	
	I-22056	MENARDS INC	R	2/06/2018		2.89CR	084428	

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	I-22241	MENARDS INC	R	2/06/2018		22.91CR	084428	
	I-22246	MENARDS INC	R	2/06/2018		18.00CR	084428	
	I-22317	MENARDS INC	R	2/06/2018		36.30CR	084428	508.13
VOID	VOID CHECK		V	2/06/2018			084429	**VOID**
4946	MERRILL EQUIPMENT CO							
	I-50813	MERRILL EQUIPMENT CO	R	2/06/2018		44,754.56CR	084430	
	I-50814	MERRILL EQUIPMENT CO	R	2/06/2018		45,648.40CR	084430	90,402.96
6277	METZLER, SHANNON							
	I-201801307899	METZLER, SHANNON	R	2/06/2018		424.26CR	084431	424.26
0175	MIDWEST RADAR & EQUIPMENT							
	I-15379	MIDWEST RADAR & EQUIPMENT	R	2/06/2018		153.55CR	084432	153.55
0382	NASCO							
	I-S2283022.001	NASCO	R	2/06/2018		186.20CR	084433	186.20
5549	NATIONAL REC & PARK ASSOC							
	I-201801307921	NATIONAL REC & PARK ASSOC	R	2/06/2018		65.00CR	084434	65.00
7129	NELSON TACTICAL							
	I-2568	NELSON TACTICAL	R	2/06/2018		210.99CR	084435	210.99
3191	NIELSON COMMUNICATIONS INC							
	I-AR12454	NIELSON COMMUNICATIONS INC	R	2/06/2018		102.00CR	084436	102.00
0531	NORTHEAST AUTO PARTS INC							
	C-327853	NORTHEAST AUTO PARTS INC	R	2/06/2018		79.35	084437	
	I-327121	NORTHEAST AUTO PARTS INC	R	2/06/2018		259.00CR	084437	
	I-327362	NORTHEAST AUTO PARTS INC	R	2/06/2018		77.96CR	084437	
	I-327385	NORTHEAST AUTO PARTS INC	R	2/06/2018		124.99CR	084437	
	I-327391	NORTHEAST AUTO PARTS INC	R	2/06/2018		129.79CR	084437	
	I-327400	NORTHEAST AUTO PARTS INC	R	2/06/2018		128.99CR	084437	
	I-327424	NORTHEAST AUTO PARTS INC	R	2/06/2018		315.98CR	084437	
	I-327437	NORTHEAST AUTO PARTS INC	R	2/06/2018		155.99CR	084437	
	I-327442	NORTHEAST AUTO PARTS INC	R	2/06/2018		174.15CR	084437	
	I-327453	NORTHEAST AUTO PARTS INC	R	2/06/2018		173.99CR	084437	
	I-327495	NORTHEAST AUTO PARTS INC	R	2/06/2018		368.21CR	084437	
	I-327576	NORTHEAST AUTO PARTS INC	R	2/06/2018		20.06CR	084437	
	I-327604	NORTHEAST AUTO PARTS INC	R	2/06/2018		23.66CR	084437	
	I-327704	NORTHEAST AUTO PARTS INC	R	2/06/2018		19.99CR	084437	
	I-327718	NORTHEAST AUTO PARTS INC	R	2/06/2018		115.99CR	084437	
	I-327730	NORTHEAST AUTO PARTS INC	R	2/06/2018		117.79CR	084437	
	I-327740	NORTHEAST AUTO PARTS INC	R	2/06/2018		7.29CR	084437	
	I-327766	NORTHEAST AUTO PARTS INC	R	2/06/2018		39.48CR	084437	
	I-327786	NORTHEAST AUTO PARTS INC	R	2/06/2018		9.99CR	084437	
	I-327791	NORTHEAST AUTO PARTS INC	R	2/06/2018		24.75CR	084437	
	I-327797	NORTHEAST AUTO PARTS INC	R	2/06/2018		8.98CR	084437	
	I-327811	NORTHEAST AUTO PARTS INC	R	2/06/2018		72.53CR	084437	
	I-327813	NORTHEAST AUTO PARTS INC	R	2/06/2018		74.32CR	084437	

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
	I-327814	NORTHEAST AUTO PARTS INC	R	2/06/2018		15.16CR	084437	
	I-327833	NORTHEAST AUTO PARTS INC	R	2/06/2018		53.37CR	084437	
	I-327852	NORTHEAST AUTO PARTS INC	R	2/06/2018		25.95CR	084437	
	I-327860	NORTHEAST AUTO PARTS INC	R	2/06/2018		131.58CR	084437	
	I-327861	NORTHEAST AUTO PARTS INC	R	2/06/2018		43.98CR	084437	
	I-327927	NORTHEAST AUTO PARTS INC	R	2/06/2018		35.98CR	084437	
	I-327940	NORTHEAST AUTO PARTS INC	R	2/06/2018		13.65CR	084437	
	I-327958	NORTHEAST AUTO PARTS INC	R	2/06/2018		172.88CR	084437	
	I-327994	NORTHEAST AUTO PARTS INC	R	2/06/2018		35.98CR	084437	2,893.06
VOID	VOID CHECK		V	2/06/2018			084438	**VOID**
VOID	VOID CHECK		V	2/06/2018			084439	**VOID**
5433	NORTHEAST WI TECH COLLEGE							
	I-M5682	NORTHEAST WI TECH COLLEGE	R	2/06/2018		175.00CR	084440	175.00
1020	OVERHEAD DOOR CO OF GREEN BAY							
	I-BAY2294299	OVERHEAD DOOR CO OF GREEN BAY	R	2/06/2018		350.05CR	084441	350.05
5222	P J KORTENS & CO INC							
	I-10020209	P J KORTENS & CO INC	R	2/06/2018		1,165.00CR	084442	1,165.00
0499	PACK AND SHIP LLC							
	I-149580	PACK AND SHIP LLC	R	2/06/2018		22.05CR	084443	22.05
0197	PACKER CITY INTERNATIONAL INC							
	C-X101080465:01	PACKER CITY INTERNATIONAL INC	R	2/06/2018		141.27	084444	
	I-X101080284:01	PACKER CITY INTERNATIONAL INC	R	2/06/2018		183.11CR	084444	
	I-X101080304:01	PACKER CITY INTERNATIONAL INC	R	2/06/2018		43.85CR	084444	
	I-X101080436:01	PACKER CITY INTERNATIONAL INC	R	2/06/2018		400.29CR	084444	
	I-X101080512:01	PACKER CITY INTERNATIONAL INC	R	2/06/2018		7.09CR	084444	493.07
1331	PACKER FASTENER & SUPPLY INC							
	I-366444	PACKER FASTENER & SUPPLY INC	R	2/06/2018		368.07CR	084445	
	I-366941	PACKER FASTENER & SUPPLY INC	R	2/06/2018		25.54CR	084445	
	I-367018	PACKER FASTENER & SUPPLY INC	R	2/06/2018		218.33CR	084445	
	I-367144	PACKER FASTENER & SUPPLY INC	R	2/06/2018		165.83CR	084445	777.77
6791	PACKERLAND ELECTRIC LLC							
	I-2238	PACKERLAND ELECTRIC LLC	R	2/06/2018		9,453.68CR	084446	9,453.68

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0584	PATRICK ZELZER AND ASSOCIATES							
	I-ZEL-2018000246	PATRICK ZELZER AND ASSOCIATES	R	2/06/2018		50.00CR	084447	
	I-ZEL-2018000257	PATRICK ZELZER AND ASSOCIATES	R	2/06/2018		50.00CR	084447	100.00
6126	PM SUPPLY - WRIGHT INDUSTRIAL							
	I-76523	PM SUPPLY - WRIGHT INDUSTRIAL	R	2/06/2018		366.45CR	084448	
	I-76564	PM SUPPLY - WRIGHT INDUSTRIAL	R	2/06/2018		46.08CR	084448	412.53
0208	POMP'S TIRE SERVICE INC							
	I-90045564	POMP'S TIRE SERVICE INC	R	2/06/2018		311.78CR	084449	
	I-90045565	POMP'S TIRE SERVICE INC	R	2/06/2018		689.95CR	084449	
	I-90045579	POMP'S TIRE SERVICE INC	R	2/06/2018		96.90CR	084449	1,098.63
1701	PRAXAIR DISTRIBUTION INC							
	I-80795175	PRAXAIR DISTRIBUTION INC	R	2/06/2018		139.68CR	084450	139.68
1246	PREVEA HEALTH							
	I-113326	PREVEA HEALTH	R	2/06/2018		220.50CR	084451	220.50
0395	PRO ONE JANITORIAL INC							
	I-130022	PRO ONE JANITORIAL INC	R	2/06/2018		1,125.00CR	084452	1,125.00
6378	PUETZ, BEN							
	I-201801307900	PUETZ, BEN	R	2/06/2018		59.99CR	084453	59.99
5055	QUALITY TRUCK CARE CENTER INC							
	I-DP58429	QUALITY TRUCK CARE CENTER INC	R	2/06/2018		104.08CR	084454	104.08
0220	QUILL CORP							
	I-4275924	QUILL CORP	R	2/06/2018		119.96CR	084455	119.96
7584	R LEWIS TECHNOLOGIES INC							
	I-8063	R LEWIS TECHNOLOGIES INC	R	2/06/2018		718.00CR	084456	718.00
6278	RAKERS, ERIC							
	I-201801307913	RAKERS, ERIC	R	2/06/2018		98.17CR	084457	98.17
6948	RAY'S TIRE							
	I-3-47931	RAY'S TIRE	R	2/06/2018		565.11CR	084458	
	I-3-48116	RAY'S TIRE	R	2/06/2018		268.37CR	084458	
	I-3-48165	RAY'S TIRE	R	2/06/2018		769.61CR	084458	1,603.09

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0227	REINDERS INC							
	I-1719602-00	REINDERS INC	R	2/06/2018		39.66CR	084459	39.66
6380	ROCK OIL REFINING INC							
	I-266164	ROCK OIL REFINING INC	R	2/06/2018		50.00CR	084460	50.00
7513	SAFE FLOW LLC							
	I-2017130	SAFE FLOW LLC	R	2/06/2018		541.00CR	084461	
	I-2017131	SAFE FLOW LLC	R	2/06/2018		163.00CR	084461	704.00
0235	SAINT VINCENT HOSPITAL							
	I-47121	SAINT VINCENT HOSPITAL	R	2/06/2018		102.22CR	084462	102.22
7104	DALE SCHMIT							
	I-201801307915	DALE SCHMIT	R	2/06/2018		5.69CR	084463	5.69
0875	SMITTY'S SALVAGE & SUPPLY INC							
	I-65808	SMITTY'S SALVAGE & SUPPLY INC	R	2/06/2018		150.00CR	084464	150.00
1446	SNAP ON INDUSTRIAL							
	I-ARV/34631762	SNAP ON INDUSTRIAL	R	2/06/2018		775.72CR	084465	
	I-ARV/34634598	SNAP ON INDUSTRIAL	R	2/06/2018		7,562.17CR	084465	
	I-ARV/34691812	SNAP ON INDUSTRIAL	R	2/06/2018		94.73CR	084465	
	I-ARV/34832136	SNAP ON INDUSTRIAL	R	2/06/2018		210.35CR	084465	
	I-ARV/34841353	SNAP ON INDUSTRIAL	R	2/06/2018		1,076.26CR	084465	
	I-ARV/34862208	SNAP ON INDUSTRIAL	R	2/06/2018		1,441.39CR	084465	11,160.62
6789	SPEEDY CLEAN DRAIN AND SEWER							
	I-17-15 (3) FINAL	SPEEDY CLEAN DRAIN AND SEWER	R	2/06/2018		4,105.00CR	084466	4,105.00
7503	STANGEL INC							
	I-5507	STANGEL INC	R	2/06/2018		450.00CR	084467	450.00
0999	STAPLES ADVANTAGE							
	I-3364777646	STAPLES ADVANTAGE	R	2/06/2018		60.08CR	084468	60.08
4094	STATE BAR OF WISCONSIN							
	I-5034494	STATE BAR OF WISCONSIN	R	2/06/2018		73.40CR	084469	73.40
0257	STREICHER'S INC							
	I-I1296205	STREICHER'S INC	R	2/06/2018		36.99CR	084470	
	I-I1296225	STREICHER'S INC	R	2/06/2018		49.98CR	084470	86.97

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0752	SYSTEMS FURNITURE INC							
	I-31866	SYSTEMS FURNITURE INC	R	2/06/2018		2,318.95CR	084471	2,318.95
7588	THOMAS EMS							
	I-28442	THOMAS EMS	R	2/06/2018		100.00CR	084472	100.00
7689	CHAD THOMSON							
	I-201801307916	CHAD THOMSON	R	2/06/2018		100.00CR	084473	100.00
0268	TRUCK EQUIPMENT INC							
	I-777565-00	TRUCK EQUIPMENT INC	R	2/06/2018		27.75CR	084474	27.75
0417	TWEET GAROT MECHANICAL INC							
	I-54618	TWEET GAROT MECHANICAL INC	R	2/06/2018		768.98CR	084475	
	I-55636	TWEET GAROT MECHANICAL INC	R	2/06/2018		839.10CR	084475	
	I-55648	TWEET GAROT MECHANICAL INC	R	2/06/2018		840.00CR	084475	
	I-56299	TWEET GAROT MECHANICAL INC	R	2/06/2018		4,717.00CR	084475	
	I-56300	TWEET GAROT MECHANICAL INC	R	2/06/2018		1,890.00CR	084475	9,055.08
0272	UNIFORM SHOPPE INC							
	I-272568	UNIFORM SHOPPE INC	R	2/06/2018		677.75CR	084476	
	I-272578	UNIFORM SHOPPE INC	R	2/06/2018		18.85CR	084476	
	I-272669	UNIFORM SHOPPE INC	R	2/06/2018		74.80CR	084476	
	I-272983	UNIFORM SHOPPE INC	R	2/06/2018		31.95CR	084476	
	I-273026	UNIFORM SHOPPE INC	R	2/06/2018		747.70CR	084476	1,551.05
1911	UNITED PARCEL SERVICE INC							
	I-70A6Y6028	UNITED PARCEL SERVICE INC	R	2/06/2018		4.38CR	084477	4.38
0277	VAN'S FIRE & SAFETY INC							
	I-4106164	VAN'S FIRE & SAFETY INC	R	2/06/2018		25.48CR	084478	
	I-4106615	VAN'S FIRE & SAFETY INC	R	2/06/2018		22.00CR	084478	47.48
3707	VIKING ELECTRIC SUPPLY							
	I-S000812617.001	VIKING ELECTRIC SUPPLY	R	2/06/2018		72.12CR	084479	
	I-S001198068.001	VIKING ELECTRIC SUPPLY	R	2/06/2018		303.32CR	084479	
	I-S01179746.001	VIKING ELECTRIC SUPPLY	R	2/06/2018		99.58CR	084479	475.02
7527	WI DEPT OF JUSTICE							
	I-455TIME-0000003032	WI DEPT OF JUSTICE	R	2/06/2018		300.00CR	084480	300.00
6469	WI DOCUMENT IMAGING							
	I-22210	WI DOCUMENT IMAGING	R	2/06/2018		218.57CR	084481	218.57

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1466	WI SUPREME COURT I-201801307918	WI SUPREME COURT	R	2/06/2018		700.00CR	084482	700.00
5597	WTSOA I-201801307919	WTSOA	R	2/06/2018		195.00CR	084483	195.00
1091	ALEX ZELLNER I-201801307920	ALEX ZELLNER	R	2/06/2018		100.00CR	084484	100.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	128	0.00	402,206.14	402,206.14
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:	3	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:	131	0.00	402,206.14	402,206.14

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

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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	2/2018	112,914.82CR
201	2/2018	49,064.27CR
208	2/2018	189.77CR
210	2/2018	750.00CR
290	2/2018	105.00CR
405	2/2018	53,196.95CR
415	2/2018	90,402.96CR
601	2/2018	76,825.60CR
650	2/2018	18,756.77CR
ALL		402,206.14CR

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