



Common Council

Regular Meeting

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

Agenda

Tuesday, December 1, 2020

7:30 PM

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Common Council** of the City of De Pere will be held on **December 1, 2020** at **7:30 PM**.

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

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

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

You can also dial in using your phone.

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

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

Access Code: 154-883-285

THIS MEETING WILL NOT BE HELD IN PERSON.

This meeting may also be rebroadcast on TV throughout the week and available on demand at <http://depercitywi.igm2.com/>.

I. Call to Order

1. Roll Call
2. Approval of the minutes of the November 17, 2020 Common Council meeting.
3. Public Hearing on the rezoning of Parcel ED-812 at 221 S Broadway St from B-1 PDD (Central Business District with Planned Development District Overlay); Parcel ED-914 at 135 S Wisconsin St from R-4 (General Residence Office District); and part of Parcel ED-920 at 200 BLK S Michigan St from R-4 (General Residence Office District) to B-1 (Central Business District).
 - A. Notice of Public Hearing.
 - B. Recommendation from the Plan Commission.
 - C. Ordinance #20-22 Rezoning Certain Property (Parcels ED-812, ED-914, and part of ED-920).
4. Presentation on the East River Community Resiliency project.
5. Recommendation from the Board of Park Commissioners to Approve Eagle Scout Request to Install Equipment at Dog Park.
6. Ordinance #20-20 Amending Chapter 150 De Pere Municipal Code Regarding Traffic Regulations (Schedule G. Parking and Schedule C. Yield Right-of-Way Intersections). Second Reading.

7. Resolution #20-123 Approving Facade Improvement Project and Authorizing Disbursement of Grant (330 Main Avenue - Parcel WD-371).
8. Voucher approval.
9. COVID-19 update from the Health Department.
10. Future agenda items.
11. Adjournment.

Carey Danen
City Clerk

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

Agenda Sent To:

Alderspersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Jim Mulva, De Pere Cultural Foundation Inc
Rick Bilotto, The Premier Resources Group
WI Dept of Natural Resources
MP Broadway LLC
HZ Properties LLC
Zoeller Thomas G Revocable Trust
SAKS Holdings LLC
Beilke LLC
Bruce A Muller
Seroogy Brothers LLP
Jane R Bougie
Titan Estates LLC
Nancy K Bockenbauer
PALS Rentals LLC
Thomas F Zastawniak
Veishea Grebin
Steck LLC
Russell L Hermesen
Heather N Malfroid
Saint Francis Xavier Congregation
Justin Krumplitsch
Stanhope B Rosario
Huxford Richard A & Beverly Joint Rev Trust
Thomas J Janssen II
Michael J Melchior
Chaney Irene R Living Trust

Brian S Bishop
Matthew J Oudenhoven, Etal
Jennifer A Dale
Mary Schmitt
Donald J Denny
Adrian L Meseberg
Carol A Spice
Paula A Daul
Susan L Rystrom
De Pere Redevelopment Authority
MAHA Properties LLC
JDA Enterprises of Wisconsin LLC
Todd B Buttrick
Bella Nova LLC
Maxwell J McHugh
Peter Brauer
John J Baeten
Kent S Rogers
Marilyn F Stasiak
Phillip & Stephanie E Prokash, Etal
Gregory J Cornell
WI Dept of Telephone Co
Secor Jerome J Revocable Trust
BMG Development LLC
H & M Lomita LLC
Blake Neumann, The Nature Conservancy – Northeast WI



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 1, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

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

ATTACHMENTS:

- 11-17-20 Common Council Minutes_Draft (PDF)



Common Council

Regular Meeting

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

Draft Minutes

Tuesday, November 17, 2020

7:30 PM

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

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

2. Approval of the Minutes of the November 4, 2020 Common Council Meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jonathon Hansen, Aldersperson
SECONDER:	Kelly Ruh, Aldersperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Nelson, Raasch, Ruh
EXCUSED:	Shana Defnet Ledvina

3. Public Hearing on the proposed Budget for calendar year 2021.

A. Presentation of 2021 Budget.

Mayor James Boyd presented the proposed 2021 Budget for the City of De Pere, stating that this budget is balanced and provides for the City's service needs in a cost-efficient manner. As part of the 2021 Budget proposal, all City departments were asked to do the following: 1) submit minimal increases in expenditures, excluding capital projects and equipment; 2) identify options to decrease operating expenditures; and 3) increase revenues by an additional 3%. The State continues to impose restrictions on all municipalities to raise revenue by maintaining levy limits. We also continue to receive State unfunded mandates, which require us to either reduce City services, increase service fees, or create alternative revenue sources in order to balance the budget. Over the years we've had to do some of all three alternatives. We try to be creative to make it easier for the City to meet our budget needs, and still offer our current level of services. We will continue to work with the State restraints that we have, and do the best we can, to at least maintain the status quo. We realize that in these challenging times of the COVID-19 pandemic, difficult decisions will have to be made at the State and City levels; rest assured that we will also do whatever is needed to meet our future needs.

The 2021 budget provides funding to promote a better understanding of our individuality and differences as citizens in our community, and promote opportunities for residents to discuss our differences in a manner that promotes dignity and respect for everyone. As part of this effort, funding has been included to initiate the implementation of the Dignity and Respect Program in our community to foster understanding, tolerance, and sense of community. The budget also has some initiatives to enhance the efficiency of municipal service. It includes funding for an additional \$20,000 to continue our ongoing City branding implementation. It provides financial incentives to promote economic opportunities throughout the community. In addition, it reinforces our emphasis on public safety by including another \$420,000, in addition to the \$420,000 budgeted last year, to fund one third of a new ladder truck scheduled to be replaced in 2022.

For many years, the City lost shared revenues. This year, shared revenue stayed the same as the 2020 budget. Last year, we qualified for the Expenditure Restraint program to the tune of \$269,341. This year we qualify again with \$239,735 – a decrease of \$29,606 due to more communities qualifying for the program. The entire General Fund budget increases 1.9% in operation expenditures as compared to a 2.56% increase in 2020. The 2021 budget includes a 1.89% increase in the property tax levy and a 2.52% decrease in the property tax rate. That property tax rate decrease goes from \$6.76/thousand in 2020, to \$6.59/thousand in 2021 -- \$.17 lower than the 2020 rate. We approach the budget, as we do with any type of change within the organization, as an opportunity to get better. By doing this we can compare our service levels with the community's needs, and the ability to pay for them.

Mayor Boyd thanked everyone for the work that they did on the budget and stated that the City has a reputation for being a very desirable community in which to live. It has always been his goal as alderperson, and now as Mayor, to maintain De Pere as an exceptional community, and to enhance what we have here. With all of us – the City Council, City employees, businesses, and our residents – making a concerted effort, we will continue to make the City of De Pere a great place to live, work, and play.

City Administrator Larry Delo then reviewed the City's budget model which displays projections in the following areas: shared revenues, general fund revenue/expenditure trends, general fund expenditures by City department, property tax levy, general obligation debt trends, debt per capita, and property valuation.

B. Notice of Public Hearing.

City Clerk Carey Danen announced that the notice of public hearing was published in the Green Bay Press-Gazette on November 2nd, 2020. Mayor Boyd declared the public hearing open; no one wished to speak and he declared the public hearing closed and entertained a motion.

C. Approval of proposed 2021 Budget.

Aldersperson Hansen moved, seconded by Aldersperson Kunding to approve the proposed budget.

Aldersperson Raasch proposed a budget amendment to address recent vandalism incidents in City parks, noting that Parks Director Marty Kosobucki has suggested adding park patrol staff in the past. Aldersperson Raasch moved, seconded by Aldersperson Ruh to

amend the budget by redirecting \$20,000 from the Mayor's budget for the Dignity and Respect program to the Parks budget in order to fund two part time park patrol positions to provide additional security and support.

Discussion followed regarding the vandalism, the plan to install security cameras around the City and how these would be funded, as well as an alternative plan to use existing Community Service Officers to aid in park patrol. Council members also discussed state levy limits, expenditure restraints, and budget amendments.

In response to Alderperson Hansen's request, City Administrator Larry Delo provided details on the national Dignity and Respect program for the benefit of listeners.

Upon vote, the motion to amend the budget failed with Alderpersons Raasch and Ruh voting aye.

RESULT:	APPROVED [5 TO 2]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Nelson
NAYS:	Raasch, Ruh
EXCUSED:	Shana Defnet Ledvina

D. Resolution #20-117 Adoption of Tax Levy for City Purposes to Support the 2021 City Budget.

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

4. Public Hearing on the vacation of a public thoroughfare (200 block South Wisconsin Street adjacent to Parcels ED-812 and ED-920).

A. Notice of Public Hearing.

City Clerk Carey Danen announced that the notice of public hearing was published in the Green Bay Press-Gazette on October 28th, 2020. Mayor Boyd declared the public hearing open. No one wished to speak, so he then declared the public hearing closed.

B. Recommendation from the Plan Commission.

Development Services Director Dan Lindstrom explained that the original request to vacate portions of Wisconsin and Charles Streets has been split into two separate requests. This resolution is the final step in the Wisconsin Street vacation; the introductory step for the Charles Street vacation is being considered later in tonight's agenda.

C. Resolution #20-105 Regarding the Vacation of a Public Thoroughfare (200 Block South Wisconsin Street Adjacent to Parcels ED-812 and ED-920).

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

5. Proclamation in Appreciation and Gratitude to Poll Workers and Staff for Service During the November General Election.

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

6. Recommendation from Finance/Personnel Committee to accept donation of two ice dispensing machines from Humana for the Fire Dept.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Nelson, Raasch, Ruh
EXCUSED:	Shana Defnet Ledvina

7. Recommendation from the License Committee on a request by Dylan Doxtater-Gillis to appear before the License Committee regarding denial of his Operator License Application.

Alderperson Raasch moved, seconded by Alderperson Carpenter to open the meeting. Upon vote, motion carried unanimously. The applicant then addressed the Council. Alderperson Raasch moved, seconded by Alderperson Carpenter to close the meeting. Upon vote, motion carried unanimously.

Discussion followed. Assistant City Attorney Kristen Johnson confirmed that the City is prohibited from placing restrictions on where an applicant can work.

RESULT:	DENIED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Nelson, Raasch, Ruh
EXCUSED:	Shana Defnet Ledvina

8. Recommendation from the License Committee on a request by the Chief of Police to conduct a pre-hearing on the Class B Combination Liquor License issued to Crystal Jenss (DBA On The Rocks Bar) 413 Main Ave. based upon allegations of liquor license regulation violations.

RESULT:	APPROVED – SCHEDULE EVIDENTIARY HEARING [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Nelson, Raasch, Ruh
EXCUSED:	Shana Defnet Ledvina

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

Alderperson Carpenter moved, seconded by Alderperson Hansen to approve items 1-3 and 5-6, and to take item #4 separately.

City Attorney Judy Schmidt-Lehman explained that the ordinance only pertains to parking restrictions and a yield intersection, and that Alderperson Carpenter might be referring to items in the staff report which are not part of the ordinance being considered. She noted that the motion to take items separately is not in order, but suggested that Alderperson Carpenter could instead make a motion to amend the ordinance.

Alderperson Hansen moved, seconded by Alderperson Raasch to approve the ordinance.

Alderperson Carpenter moved, seconded by Alderperson Raasch to amend the ordinance by removing section 2 (which would add a yield sign on Nicolet Av and White Pine).

Discussion followed regarding staff recommendations and resident concerns.

Upon vote, the motion to amend failed with Alderpersons Raasch and Carpenter voting aye.

RESULT:	SECOND READING REQUIRED [5 TO 2]
	Next: 12/1/2020 7:30 PM
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Eserkaln, Hansen, Kunding, Nelson, Ruh
NAYS:	Carpenter, Raasch
EXCUSED:	Shana Defnet Ledvina

10. Ordinance #20-21 Creating Chapter 23 De Pere Municipal Code Regulating the Application and Sale of Coal Tar and Other High-PAH Sealant Products.

Alderperson Raasch explained that this item was reviewed by the Board of Public Works a couple of months ago, but they waited to forward it to Council in order to give contractors time to use up their existing inventory before the ordinance takes effect.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Nelson, Raasch, Ruh
EXCUSED:	Shana Defnet Ledvina

11. Res #20-118 Preliminary Resolution Declaring Intention to Exercise Special Assessment Powers Under Section 66.0703, Wis. Stats., Sanitary Sewer and Water Main, Storm Sewer and Storm Water Management (Garroman Drive).

City Attorney Judy Schmidt-Lehman asked for clarification because the resolution as put forward by Public Works does not indicate payment details. Public Works Director Scott Thoresen and Alderperson Carpenter confirmed that the intent is for repayment after two years.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Nelson, Raasch, Ruh
EXCUSED:	Shana Defnet Ledvina

12. Resolution #20-119 Establishing Pandemic Response - Downtown Business Aid Program

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Amy Chandik Kundinger, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Nelson, Raasch, Ruh
EXCUSED:	Shana Defnet Ledvina

13. Resolution #20-120 Granting Two Planning Options to Purchase to Howard Immel, Inc. (Venture Avenue and Profit Place).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Nelson, Raasch, Ruh
EXCUSED:	Shana Defnet Ledvina

14. Resolution #20-121 Regarding the Vacation of a Public Thoroughfare (500 Block of Charles Street; adjacent to Parcels ED-914 and ED-920) - Refer to Public Hearing.

RESULT:	ADOPTED – REFER TO PUBLIC HEARING [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Nelson, Raasch, Ruh
EXCUSED:	Shana Defnet Ledvina

15. Voucher approval.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Kelly Ruh, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Nelson, Raasch, Ruh
EXCUSED:	Shana Defnet Ledvina

16. COVID-19 update from the Health Department.

Health Director Debbie Armbruster reported that the Health Department has applied for vaccinator status. The department conducted a drive-through flu shot clinic last weekend at Fire Station 2, which went very well and was good preparation for future COVID-19 vaccine clinics. Discussion followed regarding the two school districts' and St. Norbert College's plans for holiday breaks.

17. Future agenda items.

Alderperson Carpenter requested that staff evaluate the sidewalk ordinance to determine if there are any areas in the City where sidewalks are supposed to be established. This request will go to the Board of Public Works.

Alderperson Hansen requested that the Board of Public Works consider outreach efforts regarding the cold tar sealant ban.

18. Adjournment.

Alderperson Raasch moved, seconded by Alderperson Carpenter to adjourn the meeting at 9:32 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 1, 2020

DEPARTMENT: Plan Commission

FROM: Peter Schleinz

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

On November 23, 2020 Plan Commission recommended approval, with one condition, by a vote of 6-0 and 1 abstaining.

ATTACHMENTS:

- Ord20-22 (PDF)
- Public Hearing Notice - Mulva(DOCX)
- 11-23-20 PC Report - Mulva Rezoning(DOCX)
- Application Form from Rick Billotto -Scan 2020-11-19 15.46.24 1 (PDF)

ORDINANCE #20-22
 REZONING CERTAIN PROPERTY
 (Parcels ED-812, ED-914 and part of ED-920)

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 1st day of December, 2020 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 ED-812 (221 South Broadway Street)

All of Lot 1, Volume 54, Certified Survey Maps, Page 312, Map No. 7902, Document No. 2415438, Brown County Records, being located in part of Private Claim 33, East Side of the Fox River, City of De Pere, Brown County, Wisconsin

shall be and the same are hereby rezoned from the present zoning classification of B-1 PDD, Central Business District with Planned Development District overlay, to B-1, Central Business District, as set forth in and regulated by the provisions of §14-43 of the De Pere Zoning Code, conditioned upon compliance with all state and local laws and regulations, including the provisions of Chapter 14, De Pere Municipal Code.

Ordinance #20-22

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Section 2. That the following described property:

Parcel ED-914 (135 South Wisconsin Street)

All of Lot 7, Block 26 of the recorded "Original Plat of De Pere" (Volume 1, Plats, Page 23, Document Number 17, Brown County Records), being located in part of Private Claim 32, East Side of Fox River, in the City of De Pere, Brown County, Wisconsin

shall be and the same are hereby rezoned from the present zoning classification of R-4, General Residence Office District, to B-1, Central Business District, as set forth in and regulated by the provisions of §14-43 of the De Pere Zoning Code. Such rezoning is further conditioned upon compliance with all state and local laws and regulations, including the provisions of Chapter 14, De Pere Municipal Code.

Section 3. That the following described property:

Part of Parcel ED-920 (200 Block South Michigan Street)

Part of Lot 3, part of Lots 7-12 and all of Lots 4-6, and the vacated alley of Block 27 of the recorded "Original Plat of De Pere" (Volume 1, Plats, Page 23, Document Number 17, Brown County Records), being located in part of Private Claims 32 and 33, East Side of Fox River, in the City of De Pere, Brown County, Wisconsin, more fully described as follows:

Beginning at the Southeast Corner of Lot 6, Block 27 of the recorded "Original Plat of De Pere" (Volume 1, Plats, Page 23, Document Number 17, Brown County Records); thence N89°21'26"W, 238.84 feet along the South line of lots 6 and 7 of said Block being the North right of way of Lewis Street; thence N1°02'40"E, 253.77 feet along the East right of way of South Wisconsin Street; thence N89°21'43"W, 3.00 feet along said right of way; thence N0°38'17"E 106.50 feet along said right of way; thence S89°21'02"E, 52.05 feet along the North line of Lot 12 of said Block being the South right of way of Charles Street; thence S30°36'48"W, 38.87 feet; thence S0°38'17"W, 5.55 feet; thence S29°20'40"E, 122.13 feet; thence S89°21'02"E, 146.44 feet; thence S0°39'14"W, 215.24 feet along the East line of lots 3- 6 of said Block being the West right of way of South Michigan Street to the point of beginning

Ordinance #20-22

Page 3 of 3

shall be and the same are hereby rezoned from the present zoning classification of R-4, General Residence Office District, to B-1, Central Business District, as set forth in and regulated by the provisions of §14-43 of the De Pere Zoning Code. Such rezoning is further conditioned upon compliance with all state and local laws and regulations, including the provisions of Chapter 14, De Pere Municipal Code.

Section 4. That the City Clerk is directed to amend the City of De Pere Zoning Map in conformity with the provisions of this ordinance.

Section 5. That all other ordinances in conflict herewith are hereby repealed.

Section 6. 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 1st day of December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Board/Committee Approval: 11/23/20

Publication Date: _____

Effective Date: _____

Publish: November 16, 2020 and November 23, 2020 in the Green Bay Press-Gazette (Class 2 Notice)

NOTICE OF PUBLIC HEARING

Notice is hereby given, that on **Tuesday, December 1, 2020** at 7:35 PM or as soon thereafter as can be heard, a public hearing will be held by the Common Council of the City of De Pere to act on the request to rezone the following property:

Parcel ED-812 at 221 S Broadway ST, approximately 0.0 feet northeast from the S Broadway ST and Lewis ST intersection, from B-1 PDD (Central Business District with Planned Development District overlay) to B-1 (Central Business District).

Parcel ED-914 at 135 S Wisconsin ST, approximately 0.0 feet northeast from the S Wisconsin ST and Charles ST intersection, from R-4 (General Residence Office District) to B-1 (Central Business District).

Part of Parcel ED-920 at 200 BLK S Michigan ST, approximately 0.0 feet northwest from the S Michigan ST and Lewis ST intersection, from R-4 (General Residence Office District) to B-1 (Central Business District).

Due to the public health emergency, the meeting will be held electronically and the public may attend this meeting electronically or telephonically by accessing either: Computer/smart phone accessing <https://www.gotomeet.me/DePere> OR dial by phone: United States (Toll Free): 1-866 899-4679 United States: +1 (312) 757-3117 Access Code: 154-883-285.

A map of the proposed rezoning is available by emailing Peter Schleinz at pschleinz@deperewi.gov.

Dated this 16th day of November, 2020.

BY ORDER OF THE COMMON COUNCIL

James G. Boyd
Mayor

Carey E. Danen
City Clerk

- Item 4: Consideration and possible action regarding a Rezoning Request from B-1 PDD (Central Business District with Planned Development District overlay) and R-4 (General Residence Office District) to B-1 (Central Business District) at 221 S Broadway ST, 135 S Wisconsin ST and part of 200 BLK S Michigan ST (Parcels ED-812, ED-914, part of ED-920).*



REQUESTED ACTION: Rezoning Request.

Rezone 221 S Broadway ST, 135 S Wisconsin ST and part of 200 BLK S Michigan ST from B-1 PDD and R-4 to B-1.

COMMON DESCRIPTION: 221 S Lawrence DR, 135 S Wisconsin ST and part of 200 BLK S Michigan ST, located southeast and eastward from the S Broadway ST and Wisconsin ST roundabout.

**City of De Pere
Staff Comments**

**Plan Commission
November 23, 2020**

PARCEL NUMBERS:	ED-812, ED-914, part of ED-920	
EXISTING ZONING:	ED-812: B-1 PDD (Central Business District with Planned Development District overlay) ED-914: R-4 (General Residence Office District) Part of ED-920: R-4 (General Residence Office District) <i>The outdated PDD overlay on parcel ED 812 was originally created for an office development that did not come to fruition.</i>	
SURROUNDING LAND USES:	Commercial (B-1, R-4) and multi-family (R-3 PDD) to the north. Fire/Police/City Hall (R-2) and residential (R-2) to the south. Residential (R-2) to the east. Wells Park (B-1) to the west.	
COMPREHENSIVE PLAN:	Commercial, Institutional/Governmental Facilities, Transportation and Utilities. <i>The proposed use is a cultural center, which fits with the Comprehensive Plan.</i>	
APPLICANT / OWNER:	Rick Bilotto, Executive Advisor Authorized Representative Premier Resources Group and De Pere Cultural Foundation INC PO BOX 5215 De Pere, WI 54115	Owner of Parcel ED-812 De Pere Redevelopment Authority 335 S Broadway ST De Pere, WI 54115-2593 Owner of Parcels ED-812 & pt. ED-920 St. Francis Xavier Congregation 220 S Michigan ST De Pere, WI 54115-2730
PROJECT REVIEWS:	This petition reflects a request for a rezoning; however, there are several related project reviews being simultaneously requested to allow for a cultural center development, as follows: Plan Commission and Common Council Review • Rezoning from B-1 PDD and R-4 to B-1 for 221 S Broadway ST, 135 S Wisconsin ST and part of 200 BLK S Michigan ST. Plan Commission Only Review • Traffic Impact Analysis (TIA) for 221 S Broadway ST, 135 S Wisconsin ST and part of 200 BLK S Michigan ST. • Site Plan for 221 S Broadway ST, 135 S Wisconsin ST and part of 200 BLK S Michigan ST. • Sign Variance for 221 S Broadway ST to allow for two additional wall signs	
SITE HISTORY:	After an air photo review from 1936 to 2020, the site was originally developed with an opera house, residential housing, a school, a church, and a gas station. The Cook's Opera House existed within the southeast corner of today's downtown roundabout from the 1890's and ceased to exist during or shortly after the 1960's. The school expanded over the years and was closed and removed in 2020. The church was developed in the 1970's expanded in 2020,	

and still remains after an original building was constructed in 1914 but no longer exists. The west end of the site, closest to Broadway ST, had various other uses including a gas station in the early 2000's but the site was cleared when the Claude Allouez Bridge was rerouted with a roundabout at the east end. There was a proposal, including a PDD development for a dental office in the 2010's, but the development never occurred and the west end of the property remained vacant.

In 2019 a proposed development for a cultural center on the properties was announced. This rezoning petition prepares the property for the use of a museum/cultural center, which is a permitted use in either the R-4 and B-1 districts.

STAFF REVIEW:

With this request, the applicant proposes rezoning of all three parcels from B-1 PDD and R-4 to B-1 to create consistent zoning for the site. It is anticipated that the three parcels will be combined into one property in the near future. The City encourages having lots without multiple zoning categories for simplified Municipal Code enforcement.

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 2010 Comprehensive Plan text and the Future Land Uses Map (Figure 2-6) identify future uses as Commercial, Institutional/Governmental Facilities, Transportation and Utilities. There is a proposed use for a cultural center/museum type building. Both the B-1 District and the R-4 District comply with the proposed use and the Comprehensive Plan.

The B-1 District is the suggested zoning district for all three parcels. One zoning designation avoids the creation of a confusing multi-zoned parcel when all three parcels are combined into one.

Surrounding Land Uses

The land uses include commercial in the downtown (B-1 PDD and R-4), City facilities – City Hall and Fire Station (R-2), park and Fox River State Recreational Trail (B-1 and R-1), multifamily residential (R-3 PDD) and single and two-family residential (R-2).

Desired Development Patterns

The existing zoning for the property allows for a cultural center, office and residential development on the existing R-4 zoned parcels. The B-1 zoned parcel has an outdated PDD overlay that would need to be revised or removed to allow for future development. The underlying B-1 zoning allows for a cultural center and business development. This proposal is to remove the PDD overlay.

With the location being in the downtown, and the access to Broadway, the

Claude Allouez Bridge, and the Fox River State Recreational Trail, a downtown development that can accommodate the traffic access for vehicles, bicycles, and pedestrians is desired.

The site has a high level of visibility and access in an urban setting and would be ideal for a cultural center, museum type development, or other development that fits within the B-1 category.

Neighbor Outreach

All property owners within 300 feet of the subject area have been notified of this application via mail . No comments were received as of the time this report was written.

REVIEW PROCESS:

For rezoning applications, the Plan Commission provides a recommendation to the Common Council. A public hearing will be held at the December 1, 2020 Common Council meeting prior to a final decision by the Common Council.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the request to rezone 221 S Broadway ST, 135 S Wisconsin ST and part of 200 BLK S Michigan ST from B-1 PDD and R-4 to B-1, subject to the following:

1. Compliance with all state and local laws and regulations, including compliance with all the provisions of Chapter 14, De Pere Municipal Code.

	CITY OF DE PERE APPLICATION FOR REZONING	<i>See attached form</i> Fee: \$305.00 <i>dated 2/20/2020</i> Receipt #: _____ Date: _____
---	---	--

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) DePere Cultural Foundation, Inc.	Authorized Representative Jim Mulva	Title Owner	
Mailing Address PO Box 5215	City DePere	State WI	ZIP Code 54115
Email Address jimmulva@me.com	Phone Number (incl. area code) 713-859-1322	Fax Number (incl. area code)	

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

Name (Ind. Org. or Entity) Redevelopment Authority, St Francis	Contact Person Daniel Lindstrom	Title Development Services Director	
Mailing Address 335 S. Broadway	City DePere	State WI	ZIP Code 54115
Email Address dlindstrom@deperewi.gov	Phone Number (incl. area code) 920-339-4050	Fax Number (incl. area code) 920-330-9491	

SECTION 3: Project or Site Location

Project Address/Description 221 S. Broadway, 135 S Wisconsin St, Part of 220 S Michigan (200 block)	Parcel Number(s): ED-812, ED-914, ED-920
--	---

SECTION 4: Proposed Rezoning Use

Existing Zoning:	B-1 with a PDD overlay = ED-812, R-4 = ED-914 & ED-920		
Proposed Zoning:	B-1		
Adjacent Zoning: North B1 with a PDD overlay	Adjacent Zoning: South R2	Adjacent Zoning: West B1	Adjacent Zoning: East R4
Present Use of Parcel	Vacant/Parking Lot		
Proposed Use of Parcel	Cultural 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) Jim Mulva	Title Owner	Phone Number 713-859-1322
Signature of Applicant <i>James J. Mulva</i>		Date Signed <i>11-19-20</i>

Attached additional sheets if necessary.

Print Form

	CITY OF DE PERE APPLICATION FOR REZONING	Fee: \$ 305.00
		Receipt #: 150173
		Date: 20 Feb 2020

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) DePere Cultural Foundation, Inc.	Authorized Representative Jim Mulva	Title Owner	
Mailing Address PO Box 5215	City DePere	State WI	ZIP Code 54115
Email Address jimulva@me.com	Phone Number (incl. area code) 713-859-1322	Fax Number (incl. area code)	

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

Name (Ind. Org. or Entity) Redevelopment Authority	Contact Person Daniel Lindstrom	Title Development Services Director	
Mailing Address 335 S. Broadway	City DePere	State WI	ZIP Code 54115
Email Address dlindstrom@deperewi.gov	Phone Number (incl. area code) 920-339-4050	Fax Number (incl. area code) 920-330-9491	

SECTION 3: Project or Site Location

Project Address/Description 221 S. Broadway	Parcel Number(s): ED -812
--	------------------------------

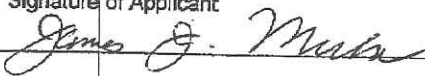
SECTION 4: Proposed Rezoning Use

Existing Zoning:	B1 with a PDD overlay		
Proposed Zoning:	R4		
Adjacent Zoning: North B1 with a PDD overlay	Adjacent Zoning: South R2	Adjacent Zoning: West B1	Adjacent Zoning: East R4
Present Use of Parcel	Vacant		
Proposed Use of Parcel	Cultural 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) Jim Mulva	Title Owner	Phone Number 713-859-1322
Signature of Applicant 		Date Signed 2-12-20

Attached additional sheets if necessary.

CITY OF DE PERE
920-339-4050

RECH: 00150173 2/20/2020 10:36 AM
OPER: CD TERM: 003
REF#: 1648

TRAN: 110.0000 OLD VARIANCE
DE PERE CULTURAL FOUNDATION
221 S BROADWAY-REZONING
BRD OF APPEALS-ZONI 305.00CR

TENDERED: 305.00 CHECK
APPLIED: 305.00-

CHANGE: -----
0.00



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 1, 2020

DEPARTMENT: Administration

FROM: Lawrence Delo

SUBJECT: Presentation on the East River Community Resiliency project.

Blake Neumann from The Nature Conservancy - Northeast Wisconsin will give a brief presentation on the East River Watershed Resiliency project.

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

MEETING DATE: December 1, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: Don Melichar

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

The Board of Park Commissioners, at the November 18, 2020 meeting, approved the request from Eagle Scout, Jeremy Weller, to build and install equipment at the Dog Park. The recommendation was approved unanimously with a 6-0 vote.

DONATION INFORMATION

From: Eagle Scout, Jeremy Weller, 1090 Blackberry Winter Lane, De Pere

Item: Hurdles and Hoops for the Dog Park

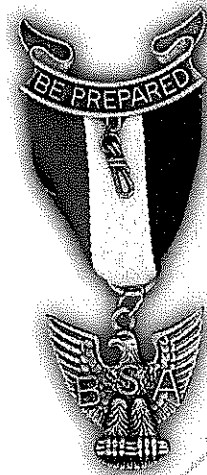
Value: \$500

An Eagle Scout, Jeremy Weller, would like to build and install hurdles and hoops at the dog park. The play/workout equipment would be patterned after commercially available equipment. Jeremy would work closely with the Parks Department on the construction and placement with a goal of Spring/Summer 2021.

Staff have reviewed the request and in support of Mr. Weller's efforts.

ATTACHMENTS:

- Eagle Scout project 11-12-20 (PDF)



Eagle Scout Service Project Proposal



BOY SCOUTS OF AMERICA®

Eagle Scout candidate's full legal name Jeremy Thomas Weller Jr.

Eagle Scout Service Project Name Build and Install Hurdles and Hoops at Dog Park

Eagle Scout Requirement 5

While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than the Boy Scouts of America.) The project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the *Eagle Scout Service Project Workbook*, No. 512-927, in meeting this requirement.

Instructions for Preparing Your Proposal

Meeting the Five Tests of an Acceptable Eagle Scout Service Project

Your proposal must be prepared first. It is an overview, but also the beginnings of planning. It must show your unit leader, unit committee, and council or district that your project can meet the following tests.

1. ***It provides sufficient opportunity to meet the Eagle Scout service project requirement.*** You must show that planning, development, and leadership will take place; and how the three factors will benefit a religious institution, a school, or your community.
2. ***It appears to be feasible.*** You must show the project is realistic for you to carry out.
3. ***Safety issues will be addressed.*** You must show you have an understanding of what must be done to guard against injury, and what will be done if someone gets hurt.
4. ***Action steps for further detailed planning are included.*** You must make a list of the key steps you will take to make sure your plan will have enough details so it can be carried out successfully.
5. ***You are on the right track with a reasonable chance for a positive experience.***

When completing your proposal you only need enough detail to show a reviewer that you can meet the tests above. If showing that you meet the tests requires a lengthy and complicated proposal, your project might be more complex than necessary. Remember, the proposal is only the *beginnings* of planning. Most of your planning will come with the next step, preparation of your project plan.

If your project does not require materials or supplies, etc., simply mark those spaces "not applicable." As a reminder, do not begin any work, or raise any money, or obtain any materials, until your project proposal has been approved.

Consider also, that if you submit your proposal too close to your 18th birthday, it may not be approved in time to finish planning and executing the project.

Working with Your Project Beneficiary

On the last two pages of this workbook there is an information sheet called, "Navigating the Eagle Scout Service Project." This is for you to print and give to the religious institution, school, or community that will benefit from your efforts. You should do this as part of your first meeting with your beneficiary and use the sheet to help explain how the Eagle Scout service project works. Be sure to read it carefully so you can explain what it says.

"Navigating the Eagle Scout Service Project" will help you communicate a number of things to your beneficiary. For example, it provides thanks and congratulations for accepting the project; and it gives some background, discusses the requirements, and points out the responsibilities connected with approving your project proposal. It also explains that the beneficiary has the right to review, and also to require changes in your project plan.

Again, be sure to read carefully "Navigating the Eagle Scout Service Project" so you will have a full understanding of the role of your beneficiary.

Next Step: Your Project Plan

Once your proposal is approved, you are ***strongly encouraged*** to prepare your project plan using the form in this workbook. Doing so increases the likelihood your project will be approved at your Eagle Scout board of review. As you begin preparing it, you should meet with a project coach. Check with the person who handled the approval of your project proposal to learn how coaches are designated in your community.

Your designated coach can help you avoid the common pitfalls associated with Eagle Scout service projects and be a big part of your success. You may also want to talk to your unit leader. There may be adults in your troop who are experts in conducting the kind of project you are planning. It's ok for you to work with them as well. The more coaching you get, the better your results will be.

Beginning Work on Your Project

Once your proposal has been fully approved and you have finished your project planning, only then, may you begin work on your project.

Contact Information

Eagle Scout candidates should know who is involved, but contact information may be more important to unit leaders and others in case they want to talk to one another. While it is recognized that not all the information will be needed for every project, Scouts are expected to provide as much as reasonably possible. Approval representatives must understand, however, that doing so is not part of the service project requirement.

Eagle Scout Candidate

Name: Jeremy Thomas Weller Jr.		Birth date: 01/31/04	
Email address: jeremyjr2004@gmail.com		BSA PID number*: 127827573	
Address: 1090 Blackberry Winter Lane	City: De Pere	State: WI	Zip: 54115
Preferred telephone(s): (920) 413-8062		Life board of review date: 10/9/18	

* BSA PID No., found on the BSA membership card

Current Unit Information

Check one: ☒ Troop ☐ Crew ☐ Ship	Unit Number: 1039
Name of District: Voyageur	Name of Council: Bay Lakes

Unit Leader Check one: ☒ Scoutmaster ☐ Crew Advisor ☐ Skipper

Name: Jesse Zastrow		Preferred telephone(s): 920-639-5858	
Address: 1668 Silhouette Lane	City: De Pere	State: WI	Zip: 54115
Email address: jesse.jslc@gmail.com			

Unit Committee Chair

Name: John Techmeier		Preferred telephone(s): 920-360-1597	
Address: 335 Cross Gate Ln	City: De Pere	State: WI	Zip: 54115
Email address: jtechmeier@yahoo.com			

Unit Advancement Coordinator (If your unit has one)

Name: Kari Jensen		Preferred telephone(s): 920-655-2652	
Address: 2082 Lost Dauphin Rd	City: De Pere	State: WI	Zip: 54115
Email address: junkbox2082@sbcglobal.net			

Project Beneficiary (Name of religious institution, school, or community)

Name: City Of De Pere		Preferred telephone(s): 920-339-4050	
Address: 335 S Broadway	City: De Pere	State: WI	Zip: 54115
Email address:			

Project Beneficiary Representative (Name of contact person for the project beneficiary)

Name: Don Melichar		Preferred telephone(s): 920-339-8362	
Address: 925 S Sixth St	City: De Pere	State: WI	Zip: 54115
Email address: dmelichar@mail.de-pere.org			

Your Council Service Center

Contact name: Center for Scouting	Preferred telephone(s): 920-734-5705		
Address: 2555 Northern Rd	City: Appleton	State: WI	Zip: 54912

Council or District Project Approval Representative

(Your unit leader, unit advancement coordinator, or council or district advancement chair may help you learn who this will be.)

Name: Amy Albers		Preferred telephone(s):	
Address: 1115 Rockwell Rd	City: Green Bay	State: WI	Zip: 54313
Email address: ScouterAmyAlbers@gmail.com			

Project Coach (Your council or district project approval representative may help you learn who this will be.)

Name: John Techmeier		Preferred telephone(s): 920-360-1597	
Address: 335 Cross Gate Ln	City: De Pere	State: WI	Zip: 54115
Email address: jtechmeier@yahoo.com			

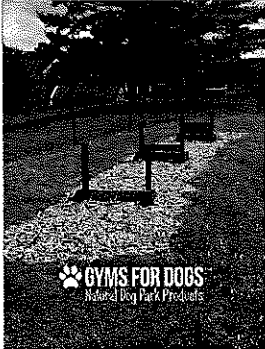
Project Description and Benefit

Briefly describe your project.

We will be building and installing obstacles at the De Pere Dog Park. The obstacles we plan to install are hurdles and dog agility hoops. We will build 3 hurdles, each time increasing the jump height by about 5.5 inches. Then we will build 2 dog agility hoops. All of the obstacles will be sunk in concrete, painted, and layered in polyacrylic for longevity. And finally the whole obstacle area will be mulched.

Attach sketches or "before" photographs if these will help others visualize the project.

Please click below to add images (JPEG, JPG, BMP, GIF, TIF, PNG, etc.)



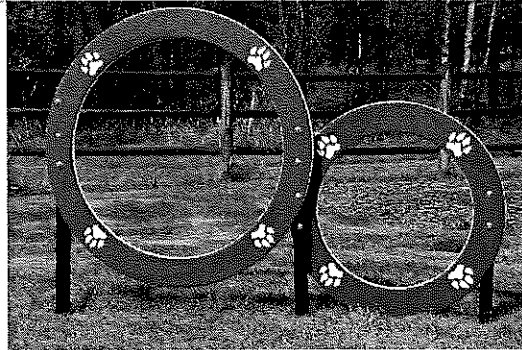
Click above box to add an image. Click here to add an image caption.



Click above box to add an image. Click here to add an image caption.



Click above box to add an image. Click here to add an image caption.



Click above box to add an image. Click here to add an image caption.

Tell how your project will be helpful to the beneficiary. Why is it needed?

The project will be beneficial because the dog park that we will be building at only has one obstacle and there is plenty of space for more attractions. Also the project will bring more entertainment and options for the dogs, which in turn will bring more appeal to the dog park.

When do you plan to begin carrying out your project? Will begin directly after approval from BSA

When do you think your project will be completed? Construct during winter and installation in spring, so April or May

Giving Leadership

Approximately how many people will be needed to help on your project? Around 8 people

Where will you recruit them (unit members, friends, neighbors, family, others)? Explain:

I will recruit my workers through emails and through meetings. I will send emails outlining my project and what will be made or installed during that day. Also I will go to meetings to find any willing scouts that would help and then follow up with an email describing the project.

What do you think will be most difficult about leading them?

I think the most difficult part about leading my workers will be maintaining confidence and control during setbacks and being prepared to take another route if the project doesn't go as planned.

Materials

Materials are things that become part of the finished project, such as lumber, nails, and paint.

What types of materials, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required. For example, for lumber, include basic dimensions such as 2 x 4 or 4 x 4.

We will need lumber (3-4x4x10, 6-5/4x6x3, 5-2x4), mulch (which is provided), 12 bags of quikrete, 4 fiberglass hoops, 24 post bolts, pack of lock washers, 24 truss head bolt binding barrel, 24 carriage bolts, 8 threaded U-Clamps, Disc retainer nuts, 4 bags of gravel, 1 quart of polycrylic coating, and 2 quarts of exterior paint.

Supplies

Supplies are things you use up, such as food and refreshments, gasoline, masking tape, tarps, safety supplies, and garbage bags.

What kinds of supplies, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

Will provide food and refreshments. We will need garbage bags.

Tools

Include tools, and also equipment, that will be borrowed, rented, or purchased.

What tools or equipment, if any, will you need? You do not need a detailed list, but you must show you have a reasonable idea of what is required.

We will need a hammer, drills, drill bits, paint brushes, auger, safety glasses, gloves, shovels, wheel barrow, rakes, sander, and wrench.

Other Needs

Items that don't fit the above categories; for example, parking or postage, or services such as printing or pouring concrete, etc.

What other needs do you think you might encounter?

We will need to rent an auger to dig the holes for obstacles.

Permits and Permissions

Note that property owners should obtain and pay for permits.

Will permissions or permits (such as building permits) be required for your project? Who will obtain them? How long will it take?

The permissions that I will need to secure will be from the City of De Pere Parks and Recreation department, which I will be able to obtain by presenting my project to the Park Board.

Preliminary Cost Estimate

You do not need exact costs yet. Reviewers will just want to see if you can reasonably expect to raise enough money to cover an initial estimate of expenses. Include the value of donated material, supplies, tools, and other items. It is not necessary to include the value of tools or other items that will be loaned at no cost. Note that if your project requires a fundraising application, you do not need to submit it with your proposal.

Enter estimated expenses below: (Include sales tax if applicable)		Fundraising: Explain how you will raise the money to pay for the total costs. If you intend to seek donations of actual materials, supplies, etc., then explain how you plan to do that, too.
Materials:	\$435.00	I will present my project to numerous non-profits like the Freemasons, Knights of Columbus, or VFW, and possibly other local businesses or organizations, and allow them to determine if my project is worth of sponsoring or donating to.
Supplies:	\$0.00	
Tools:	\$0.00	
Other:	\$65.00	
Total costs:	\$500.00	

Project Phases

Think of your project in terms of phases, and list what they might be. The first may be to prepare your project plan. Other phases might include fundraising, preparation, execution, and reporting. You may have as many phases as you want, but it is not necessary to become overly complicated; brief, one line descriptions are sufficient.

1.	I will complete my final plan and outline.
2.	I will then fundraise and purchase all supplies and materials.
3.	Next, I will organize workdays, including places, supplies and materials needed, and workers.
4.	Will prepare the site and makes any necessary changes.
5.	Execute the workdays for building the obstacles. Report the workdays.
6.	Plan and schedule installation days.
7.	Prep the site and make any changes, then execute installation days.
8.	Report the installation days.

9. Finish all other reports and finish Eagle Scout Project.

Logistics

How will you handle transportation of materials, supplies, tools, and helpers?

We will transport the materials, supplies, tools, and helpers via car. We will take multiple cars with adults driving. If the obstacles do not fit in the car, we will borrow a trailer to transport them.

Safety Issues

The Guide to Safe Scouting is an important resource in considering safety issues.

Describe the hazards and safety concerns you and your helpers should be aware of.

We will have a safety briefing before each workday!

Some safety concerns and how to prevent are the following:

- Cuts- Wearing gloves and protective clothing, being smart around sharp tools
- Items in eye- Wear protective eye wear,
- Broken bones- be careful with items,
- Irritation and inhalation from paint fumes- Having a well ventilated room while using paints, and wearing masks
- Splinters- Wearing gloves and protective clothing, handling wood carefully
- Dehydration- Have plenty of water and don't get too exhausted
- Heat stroke- Also drinking lots of water, taking breaks, and have shaded areas available
- Blisters- Keep body dry and wear good socks and shoes
- Possible chemical burns from concrete mix- Wear protective clothing

If anything deviates from or comes up that is not discussed and listed above, I will assess how severe the issue is. Depending how severe the issue is, will determine continuation or ceasing of the project/workday.

Finally if anyone is hurt we will immediately respond however is needed for the injury, maybe it is just a small cut and we will only need a first aid kit, or the injury could be a finger cut off and we need to call the ambulance. There will be a first aid kit, a cellphone for emergencies, and most likely someone trained in first responding.

Project Planning

You do not have to list every step, but it must be enough to show you have a reasonable idea of how to prepare your plan.

List some action steps you will take to prepare your project plan. For example "Complete a more detailed set of drawings."

- Meet with Beneficiary to discuss further steps
- Meet with Eagle Coach to discuss further steps
- Find more references to help workers visualize better
- Visit businesses and stores for fundraising
- Present project to non-profits, like the Knights of Columbus or Free Masons

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

MEETING DATE: December 1, 2020

DEPARTMENT: Board of Public Works

FROM: Scott Thoresen

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

The Board of Public Works at the November 9, 2020 meeting approved ordinance changes to include parking restrictions in the new Pine Trail Crossing Subdivision and Garrity's Glen Subdivision, changes to parking restrictions on Lewis Street due to Notre Dame School relocation, and installing "No Outlet" sign on Butler Street west of S. Sixth Street and moved to send it to Common Council for approval. The motion passed with a 5-0 vote.

The Board of Public Works at the November 9, 2020 meeting approved ordinance changes to include installing yield signs on Nicolet Avenue at White Pine Avenue and moved to send it to Common Council for approval. The motion passed with a 3-2 vote.

ATTACHMENTS:

- Ord20-20-Second Reading (DOCX)
- 2020 1109-CI-BOPW-PTTeam-Recommendations (PDF)

ORDINANCE #20-20

AMENDING CHAPTER 150 DE PERE MUNICIPAL CODE REGARDING TRAFFIC REGULATIONS
(Schedule G. Parking and Schedule C. Yield Right-of-Way Intersections)

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

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

NO PARKING			
<i>Street</i>	<i>Side of Street</i>	<i>From Curbline or Feet/Dir. Of Curbline</i>	<i>To Curbline or Feet/Dir. of Start</i>
Scarlet Oak Circle	Inside Loop	Diversity Drive	Diversity Drive
Scarlet Oak Road	E	530' S/O Diversity Drive	Diversity Drive
Diversity Drive	S	Scarlet Oak Road	Ryan Road
Ballyvaughan Road	E	250' S/O Garroman Drive	205' S/O Adare Court
Garroman Drive	N	Lawrence Drive	Ballyvaughan Road
Garroman Drive	S	Ballyvaughan Road	530' E/O Ballyvaughan Road
Kilrush Road	E & N	550' S/O County Claire Road	Ballyvaughan Road
Tipperary Trail	S & W	Ballyvaughan Road	Garroman Road

B. DELETIONS:

<i>No stopping or standing during school hours 7:30 a.m. to 3:30 p.m.</i>			
<i>Street</i>	<i>Side of Street</i>	<i>From Curbline or Feet/Dir. Of Curbline</i>	<i>To Curbline or Feet/Dir. of Start</i>
Lewis Street	S	Wisconsin Street	Michigan Street

<i>Buses only during school hours</i>			
<i>Street</i>	<i>Side of Street</i>	<i>From Curbline or Feet/Dir. Of Curbline</i>	<i>To Curbline or Feet/Dir. of Start</i>
Lewis Street	N	Wisconsin Street	Michigan Street

Section 2: Section 150-23, Schedule C (YIELD RIGHT-OF-WAY INTERSECTIONS), is hereby amended by making the following addition:

<i>Traffic On</i>	<i>Yields At</i>
Nicolet Avenue	White Pine Avenue

Ordinance #20-20
Page 2 of 2

Section 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4: This ordinance shall take effect on and after its passage and publication.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 1st day of December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Board/Committee Approval: 11/09/2020

Publication Date: _____

Effective Date: _____

CITY OF DE PERE

Public Works Department

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4060 | www.de-pere.org



City Engineer Parking and Traffic Recommendations October 23, 2020 Meeting

Parking and Parking Lot Items:

- Review parking restrictions for the Pine Trail Crossing Subdivision.
 - The subdivision was built for parking on one side only.*

Recommendation:

Staff recommends the Ordinance be updated as follows:

Insert the following:

NO PARKING			
Street	Side of Street	From Curbline or Feet/Dir. of Curbline	To Curbline or Feet/Dir. of Start
Scarlet Oak Circle	Inside Loop	Diversity Drive	Diversity Drive
Scarlet Oak Road	E	530' S/O Diversity Drive	Diversity Drive
Diversity Drive	S	Scarlet Oak Road	Ryan Road

- Review parking restrictions for the Garrity's Glen Subdivision.
 - The subdivision was built for parking on one side only.*

Recommendation:

Staff recommends the Ordinance be updated as follows:

Insert the following:

NO PARKING			
Street	Side of Street	From Curbline or Feet/Dir. of Curbline	To Curbline or Feet/Dir. of Start
Ballyvaughan Road	E	250' S/O Garroman Drive	205' S/O Adare Court
Garroman Drive	N	Lawrence Drive	Ballyvaughan Road

<i>Garroman Drive</i>	<i>S</i>	<i>Ballyvaughan Road</i>	<i>530' E/O Ballyvaughan Road</i>
<i>Kilrush Road</i>	<i>E & N</i>	<i>550' S/O County Claire Road</i>	<i>Ballyvaughan Road</i>
<i>Tipperary Trail</i>	<i>S & W</i>	<i>Ballyvaughan Road</i>	<i>Garroman Road</i>

3. Lewis Street parking changes due to Notre Dame School relocation
 - a. No stopping or standing during school hours 7:30 a.m. to 3:30 p.m.
 - i. South Side – Wisconsin to Michigan
 - b. Buses only during school hours
 - i. North Side – Wisconsin to Michigan
 - *Notre Dame Middle School has been relocated to 137 S. Superior Street*

Recommendation:

Staff recommends the Ordinance to be updated to eliminate school related parking restrictions on Lewis Street as follows:

Delete the following:

<i>No stopping or standing during school hours 7:30 a.m. to 3:30 p.m.</i>			
<i>Street</i>	<i>Side of Street</i>	<i>From Curbline or Feet/Dir. of Curbline</i>	<i>To Curbline or Feet/Dir. of Start</i>
<i>Lewis Street</i>	<i>S</i>	<i>Wisconsin Street</i>	<i>Michigan Street</i>

Delete the following:

<i>Buses only during school hours</i>			
<i>Street</i>	<i>Side of Street</i>	<i>From Curbline or Feet/Dir. of Curbline</i>	<i>To Curbline or Feet/Dir. of Start</i>
<i>Lewis Street</i>	<i>N</i>	<i>Wisconsin Street</i>	<i>Michigan Street</i>

Signs – Other

4. Consider Yield Signs at multiple locations on the northeast side of the City due to visibility and road layout
 - *This item is part of a multiple intersection request. The request shows up under the Action and Discussion items.*

- *Each of the streets below is a local residential street with low traffic volume. Staff reviewed the locations for visibility and other field conditions. Photos at the intersections have been provided.*

Location:

- a. Nicolet at White Pine



East Bound – Nicolet at White Pine



Eastbound – Left at Nicolet at White Pine



Eastbound – Right at Hickory at White Pine



Westbound Nicolet at White Pine



Westbound – Left at Nicolet at White Pine



Westbound – Right at Nicolet at White Pine

Recommendation:

Staff recommends the Ordinance be updated to place yield signs at this location due to site visibility and intersection alignment. The Ordinance would be updated as follows:

Insert the following:

YIELD RIGHT-OF-WAY INTERSECTIONS

<i>Traffic On</i>	<i>Yields At</i>
<i>Nicolet Avenue</i>	<i>White Pine Avenue</i>

5. Consider No Outlet sign at Butler (West)

Butler and Martin are both dead end streets. The total distance to the end of Martin Street from Sixth Street is 900 feet. It is not apparent that these streets do not have an outlet. This location meets the City policy for installing a 'No Outlet' sign which is as follows:

- *The street cannot have an exit.*
- *The distance from the outlet intersection to the end of the farthest street must be at least 400 feet.*
- *The end of the farthest street is not visible from the outlet intersection.*

Recommendation:

Staff recommends the installation of a "No Outlet" sign on Butler (W) at Sixth Street.

Other

6. Consider a street light at the driveway for 2198 CTH PP.

This section of CTH PP is a rural roadway with gravel shoulders and ditch. There are condominiums on the west side in the City and farm field on the east side. The nearest lights are 1000 feet to the south at Diversity Drive and 700 feet to the north at Killarny Trail.

Recommendation:

Staff recommends installing the street light. If approved by the Board, staff will coordinate the installation with Brown County.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 1, 2020

DEPARTMENT: Redevelopment Authority

FROM: Daniel Lindstrom

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

ATTACHMENTS:

- Reso20-123 (PDF)
- 330 Main Ave Facade Grant (Luna Cafe) (PDF)
- De Pere Facade Grant App 11142020 (PDF)
- Cambridge Painting Quote (PDF)
- HJ Martin Quote (PDF)
- RIverside Custom Homes Quote (PDF)
- Masonry Quote (PDF)

RESOLUTION #20-123

APPROVING FAÇADE IMPROVEMENT PROJECT AND
AUTHORIZING DISBURSEMENT OF GRANT
(330 Main Avenue - Parcel WD-371)

WHEREAS, the Tax Increment District #9 (TID #9 or the District) Project Plan includes city expenditure of funds to property owners within the District in the form of a grant match for eligible façade improvement costs, not to exceed \$10,000 per parcel (for building width of 1' to 60'), thereby increasing property values and tax increment during the life of the District; and

WHEREAS, Stagecoach Enterprises, L.L.C., owner of Parcel WD-371, has submitted an application for a façade improvement grant for proposed improvements to the Main Avenue entrance of the building; and

WHEREAS, such application, attached and incorporated as Exhibit A, provides cost estimates for said improvements of \$13,916.00; and

WHEREAS, this façade improvement project has been reviewed by the Redevelopment Authority which recommends approval thereof.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Common Council approves the façade improvement as contemplated in Exhibit A as approved by the Redevelopment Authority, and thanks Stagecoach Enterprises, L.L.C. for its investment in the De Pere downtown.

BE IT FURTHER RESOLVED THAT:

The Director of Development Services (Director) is authorized to approve disbursement of the façade grant in an amount up to \$6,958.00 to Stagecoach Enterprises, L.L.C. for said improvements provided the following are met:

1. The property owner obtains all necessary permits;
2. After completion of the improvements, the Director receives from the property owner copies of paid invoices showing the project is complete; and

Resolution #20-123
Page 2 of 2

3. The City Building Inspection Department verifies to the Director that the work is complete and in compliance with all building codes.

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 1st day of December, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

RDA Approval: 11/23/2020

CITY OF DE PERE MEMO



To: Redevelopment Authority
From: Daniel Lindstrom, Development Services Director
Date: November 23, 2020

RE: **Façade Grant Application – Luna Café 330 Main Avenue (Parcel WD-371)**

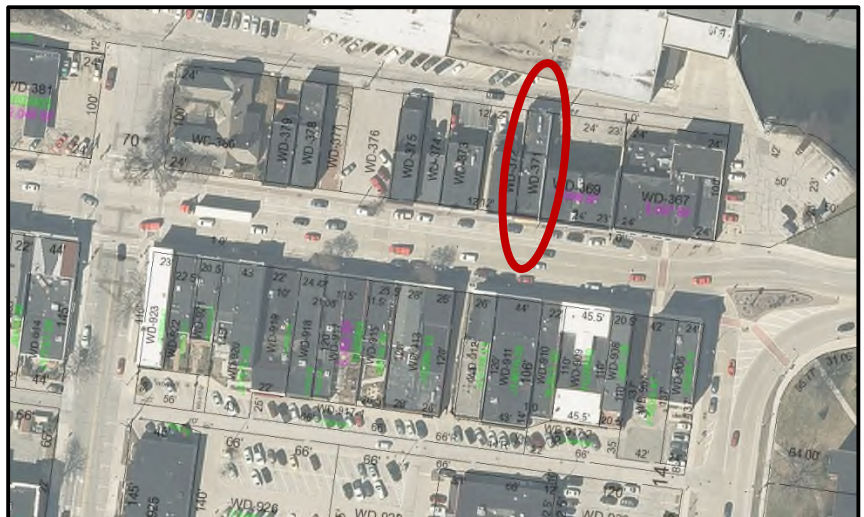
Background:

Luna Café, originally a small batch roaster, first located at 330 Main Avenue in 2000. The café and roaster quickly grew to a community staple and landmark business. In March and August of 2018, the RDA and Common Council approved a \$2,315.90 façade grant application for the removal of the dated awning and repainting of the south façade. The business/property is eligible for a \$10,000 grant over a ten year period. See right for the previous façade improvements.



Site History and Building Style:

This 1-story Commercial Vernacular building was constructed after 1914. The property was first addressed as 509 Main Street but was readdressed as part of the 300 block years later. The site was first developed around the 1890's as a small storefront that housed a shop and an office (approx. 1890-1900), a barbershop followed (approx. 1990-1910), and then a cigar shop. The rear of the lot also had a separate building constructed for the storage of stoves. The site was then redeveloped into the current building. The building is a standard rectangular plan with brick walls and a flat roof. The front elevation faces south and features two recessed doorways and large shop windows. Decorative metal columns flank the doorways. The building also includes decorative brickwork (a zigzag pattern with corbelling at the corners) is located just below the roofline.



Façade Grant Proposal

Luna Café is still dealing with the impacts of the COVID-19 Pandemic. The dining room remains closed to in-person customer service. They are now proposing to alter the façade by replacing a door and constructing a takeout window. See the example images below. These improvements will ensure that Luna Café can retain its location in downtown De Pere and expand the customer base.



330 Main Ave Façade Grant - Façade Grant Project Estimate

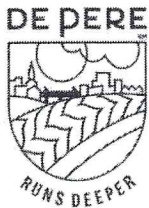
Vendor	Detail	Amount	Notes
Front Façade			
Jones Sign	Awning Removal	\$801.80	2018 Approval
Fitzgerald Painting	Repainting	\$3,830.00	2018 Approval
	<i>Total</i>	<i>\$4,631.80</i>	
	2018 Grant	\$2,315.90	
HJ Martin	Windows	\$10,266.00	
Riverside Custom Homes, LLC	Framing	\$2,100.00	
Showcase Masonry	Masonry	\$750.00	
Cambridge Painting LLC	Painting	\$800.00	
	<i>Total</i>	<i>\$13,916.00</i>	
	2020 Grant	\$6,958.00	
Total			Grant Maximum
\$1 Investment		\$9,273.90	
\$1 Grant Match		\$9,273.90	
			\$10,000

Recommendation

Recommend approval of the second façade grant request for 330 Main Avenue (WD-371), in an amount not to exceed \$6,958.00, to be funded by TID No. 9, and that the recommendation be forwarded to Council, subject to the following conditions:

1. That final grant payment is calculated per program requirements based on receipt review.

As of the drafting of this report, the RDA and Common Council awarded a single TID No. 9 façade grant in 2020. A total of \$50,000 remains in the approved budget. If approved \$43,042 will remain in the 2020 façade grant budget.



CITY OF DE PERE

APPLICATION FOR
FAÇADE GRANT

Receipt #:

Date:

The City of De Pere, in conjunction with Downtown De Pere Inc., will assist with façade improvements for commercial properties located within the boundaries of designated Tax Increment Districts (TID). Applications will be acted upon on a first come first serve basis. See the back of this form for funding requirements and review process.

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) LUNA COFFEE LLC	Authorized Representative MARK PATEL	Title OWNER	
Mailing Address 330 MAIN AVE.	City DE PERE	State WI.	ZIP Code 54115
Email Address coffee@lunacafe.com	Phone Number (incl. area code) 920-336-1557	Fax Number (incl. area code) _____	

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

Name (Ind. Org. or Entity) STAGECOACH ENTERPRISES LLC	Contact Person SHEILA PATEL	Title OWNER	
Mailing Address 4351 CROMBRY RD	City DE PERE	State WI.	ZIP Code 54115
Email Address pate/sheila9@gmail.com	Phone Number (incl. area code) 920-347-1965	Fax Number (incl. area code) SAME	

SECTION 3: Project or Site Location

Project Address/Description LUNA COFFEE ROASTERS FAÇADE @ 330 MAIN AVE.	Parcel No. WD-371
---	-----------------------------

SECTION 4: Project Information

Project Description: WALK UP WINDOW ADDITION TO EXTRA STOOP			
Estimated Start Date: DEC. 2020	Estimated Completion Date: FEB 2021		
Existing Façade Photo (attach):	Design Drawing (attach):		

Fill in below form with cost estimates based on category. Attach quotes to this application.

Category	Cost Estimate	Category	Cost Estimate
WINDOWS	\$10,266	PAINTING	\$800
FRAMING	\$2,100		
MASONRY	\$700		
Total Eligible Expenses:	\$13,866	Requested Grant Amount:	\$6,933 \$6,958

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) MARK PATEL	Title OWNER	Phone Number 920-606-6237
Signature of Applicant M. Patel		Date Signed 11/14/2020

Cambridge Painting LLC

1318 Cook St.
De Pere, WI 54311
Phone: (920) 544-2345
E-Mail: mike@fitzpainting.com
Web: www.fitzpainting.com

November 14, 2020

Luna Cafe
330 Main Ave.
De Pere, WI

Estimate

Cambridge Painting LLC

- Covered the sidewalk under working area
- Prime and paint new construction
- Touch up entire lower facade

Total Cost: =\$800.00 (includes paint and material)

Estimate Provided by:

Mike FitzGerald
Cambridge Painting LLC
920-544-2345
mike@fitzpainting.com

Accepted by:

Luna Cafe/ 330 De Pere, WI 54115

Date



320 South Military Avenue, Green Bay, WI 54303 | P.O. Box 11387, Green Bay, WI 54307
Phone: 920-494-3461 | Fax: 920-494-4177 | Website: www.hjmartin.com

Residential Flooring | Shower Doors | Floorcare | Tiled Showers | Backsplashes | Accent Walls
Commercial Glass & Glazing | Walls & Ceilings | Flooring | Millwork Installation | Doors & Hardware | Floorcare
National Retail Solutions Construction Management | New Store Fixture Installation | Remodels & Rollouts
Casework Installation | Merchandising | Concrete Polishing

BID NUMBER: 91023JR(1)

Job Name: Luna Coffee Date: 11/6/2020

Job Location: DePere, WI

Company: Luna Coffee Roasters LLC Attention: Mark Patel

Phone: 920-606-3237 Email: coffee@lunacafe.com

We propose the following:

To furnish and install:

Base Bid: \$6,752.00

Summary:

- (2 ea) Exterior aluminum fixed storefront windows (1 @ 60" x 62" & 1 @ 60" x 42")
- (1 ea) Exterior aluminum takeout window

Inclusions and Qualifications:

- Aluminum exterior storefront framing: Kawneer 451T, center-glazed, thermally-broken (2" x 4 1/2") – custom finish to match existing
- Aluminum takeout window: Quikserv Model CM-1 flush mount manual, w/ bi-folding doors (24" x 38.5" w/ 1/4" clear tempered glass – 16" x 32" service opening) – clear or dark bronze anodized finish (if you desire custom painted finish of the Quikserv window add: \$ 1,185.00)
- Perimeter caulking of aluminum framing (2 lines): silicone sealant w/open-cell foam backer rod
- Exterior vision glass: 1" insulated, clear, low-e, annealed
- Shop drawings generated in-house by H.J. Martin & Son, Inc.
- Standard manufacturer's test reports (available upon request)
- Field measurements prior to fabrication
- Applicable Taxes

Alternates:

- Add for Ready Access window per attached Add: \$ 3,514.00 to base bid

Exclusions:

- Final Cleaning, Demolition, Jobsite Protection, Temporary Enclosures, Wood blocking
- All work with brake metal flashings, trims and/or closures not specified above
- Special field water/air testing by an independent testing agency
- P.E. stamp by an engineer licensed in the state of WI
-

If this contract is acceptable, sign below and return within 30 days of its date. Upon acceptance, this agreement is a binding contract. No merchandise may be returned for credit without prior written approval, and, will be subject to a 20% handling charge. Payments using a credit card may be subject to a 3.5% fee. No credit will be allowed on claims of error or shortage unless reported immediately. Unpaid invoices are subject to a 1.5% service charge with an annual rate of 18%. This agreement includes Additional Terms and Conditions set forth on its face or subsequent side.

Proposed By: Jeremy Renz Phone: 920-490-3147 Email: jeremy@hjmartin.com

Accepted By: _____ Date: _____

ADDITIONAL TERMS AND CONDITIONS OF AGREEMENT

1. GENERAL. All sales of H. J. Martin & Son, Inc. (hereafter "Company") are subject to the following terms and conditions. Company objects to the inclusion of any different and/or additional terms proposed by Purchaser. Unless Company accepts any such different terms and/or additional terms in writing, Purchaser's acceptance of Company's delivery of labor and/or materials shall conclusively constitute Purchaser's acceptance of Company's terms and conditions herein.
2. FORCE MAJEURE. Company shall not be responsible for delays or defaults where occasioned by any causes of any kind and extent beyond its control, including, but not limited to, armed conflict or economic dislocation resulting therefrom; embargoes; shortages of labor, raw materials, production facilities or transportation; labor difficulties; civil disorders of any kind; action of civil or military authorities (including priorities and allocations); fire, flood, storm, accident or any act of God, or other causes beyond Company's control.
3. SECURITY OF MATERIALS. Purchaser will receive, and properly protect from all damage and loss, the materials necessary for carrying out this contract, and allow reasonable use of light, heat, water, power, available elevators, hoists, and other facilities required to further this agreement.
4. PROJECT SITE CONDITIONS. Surfaces on which the materials are to be applied shall be given to Company to work on at one time so that the work will not be interrupted. The surfaces shall be clean, dry, accessible and suitable for receiving our work. All electrical fixtures and other obstructions shall be removed at the expense of the Purchaser. Installations will not be performed at a temperature of less than 60 degrees Fahrenheit for flooring and 55 degrees Fahrenheit for drywall, from time of starting until completion of contract.
5. SPECIFICATIONS AND ALTERATIONS. Company shall not be responsible for any damages or expenses resulting from specifications not conforming to the requirements of the law. No credit or allowance shall be made for alterations, unless such credit or allowances has been agreed to by seller in writing before such alterations are made.
6. LABOR. Expenses of sending labor to the job on Purchaser's notification before surfaces are ready for the application of materials as agreed, or expenses due to any delays for which Purchaser may be responsible during the progress of the work, shall be borne by Purchaser. Work called for herein is to be performed during regular working hours. Overtime rates for all work performed outside such hours, will be paid by Purchaser.
7. INVOICING AND PAYMENT. The terms of payment are specified on the first page herein. Purchaser shall pay all costs of Company, including reasonable attorney's fees and court costs incurred by Company in collection of past due amounts from Purchaser.
8. TAXES. Any sales, excise, processing or any direct tax imposed upon the manufacture, sale or application of materials supplied in accordance with this proposal or any contract based thereon shall be added to the contract price.
9. DAMAGES. Any damage after completion, not caused by Company, will be the sole responsibility of Purchaser. Any expense incurred by Company for insurance or bond to cover liability under any "hold harmless" or "indemnify" clause or clause of a similar nature in any contract, specifications, letter or acceptance notice which in any way requires Company to assume any liability which is not imposed by law shall be paid by Purchaser. Company shall not be responsible for any damages to Purchaser, including compensatory, punitive, consequential, incidental, intentional, nominal or multiple damages.
10. RIGHT AND TITLE TO MERCHANDISE. The title and right of possession of the merchandise sold hereunder shall remain with Company, and such merchandise shall remain personal property until all payments hereunder (including deferred payments whether evidenced by note or otherwise) shall have been made in full in cash. Purchaser agrees to do all acts necessary to perfect and maintain such security interests and rights in Company.
11. DISCLAIMER OF CONSEQUENTIAL DAMAGES. In no event shall company be liable for consequential damages arising out of or in connection with this agreement, including without limitation, breach of any obligation imposed on Company hereunder or in connection herewith. Consequential damages for purposes hereof shall include, without limitation, loss of use, income or profit, or losses sustained as the result of injury (including death) to any person or loss of or damage to property (including without limitation property handled or processed by the use of product). Buyer shall indemnify Company against all liability, cost or expense which may be sustained by Company on account of any such loss, damage or injury.
12. WARRANTY. Pursuant to the warranty, if any, of a manufacturer, manufacturer's liability is limited to replacing any materials proved to be defective, provided, however, notice of the defective materials has been provided to manufacturer pursuant to any warranty thereof, if any, prior to said defective product being installed or used. The manufacturer's warranty, if any, does not apply to any materials which have been subject to misuse, mishandling, misapplication, neglect (including but not limited to improper maintenance or storage), accident, modification or adjustment. All claims made by Purchaser for breach of warranty, either express or implied shall be made within sixty (60) days after completion. There are no representations, promises, warranties, or agreements not expressed set forth herein.
13. CONSTRUCTION LIEN NOTICE. **IN THE EVENT WE ARE THE PRIME CONTRACTOR UNDER SEC. 779.02(2)(a), WIS. STATS., OR, THE SUBCONTRACTOR UNDER SEC. 779.02(2)(b), WIS. STATS., AS REQUIRED BY WISCONSIN CONSTRUCTION LIEN LAW, COMPANY HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO COMPANY, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER. FOR THOSE WHO GIVE THE OWNER NOTICE WITHIN SIXTY (60) DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY. COMPANY AGREES TO COOPERATE WITH THE OWNER AND HIS LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.**
14. GOVERNING LAW, VENUE AND SEVERABILITY. This agreement shall be construed under and in accordance with the laws of the State of Wisconsin. The parties hereby consent to exclusive venue and personal jurisdiction in Brown County, Wisconsin for all disputes arising out of this agreement. If any provision of this agreement is invalid or unenforceable, the invalid or unenforceable provision should not affect any other provisions and this agreement shall be construed as if the invalid or unenforceable provisions have been omitted.

Riverside Custom Homes, LLC.

PO Box 853 Kaukauna, WI 54130 Phone (920) 419-5392

Project Scope
Exhibit A1
11/12/2020

Luna Café
330 Main St.
DePere, WI 54115

Dear Mark Patel,

We propose the labor and materials for the renovation of the exterior door way to a walk up service window at 330 Main Ave. DePere, WI for the sum of **\$2,100.00** (*Two Thousand One Hundred dollars*)

Below you will find a detailed description of the work involved.

I. General Information:

- A. Plans and Permits shall be provided by owner.
- B. All work shall be warranted for a period of 12 months upon completion.
- C. Temporary Utilities:
 - i. Waste and construction debris clean-up and disposal for the work listed.
 - ii. All areas shall be "broom clean" or its equivalent at completion.
 - iii. Fasteners shall be included.
- D. Demolition: (N/A)

II. Carpentry:

- i. Install stud framing as required to support new mason façade below service window.
- ii. Insulate new wall with moisture barrier.
- iii. Install new wood sill at service window opening.
- iv. Install new wood backing against existing masonry at jambs and head.
- v. Create new opening above service window for glass. (Glass not included)
- vi. Install new wood trim on exterior and interior sides of new jambs and heads. Trim to match existing as close as possible.

III. Exclusions:

- i. Glass and glazing.
- ii. Service window.
- iii. Masonry.
- iv. Interior wall finish below new service window. (Drywall, plaster and painting.)
- v. Painting.
- vi. Winter conditions.
- vii. Plan approvals, engineering and permits.
- viii. Asbestos and lead testing and removal.

IV. ***Provide and install pre primed ¾" wood shiplap below new service window on interior side of wall. Please add \$225.00***

V. This Proposal is good for 30 days.

Thank you for the opportunity and I look forward to working with you on this project.

Yours truly,

Bill Arts (Owner)
Riverside Custom Homes, LLC

Accepted By: _____

Date: _____



SHOWCASE MASONRY

Rick Besaw
(920) 819-4777
Besawgrnby@aol.com

PROPOSAL SUBMITTED TO: LUNA CAFE	JOB NAME: LUNA	JOB #
ADDRESS: 330 MAIN AVE	JOB LOCATION	
DE PERE WI	DATE	DATE OF PLANS
PHONE #	FAX #	ARCHITECT

We hereby submit specifications and estimates for:

BUILD MASONRY WALL ON EAST SIDE
OF BUILDING ENTRANCE (NEW
WINDOW)

LABOR / MATERIALS \$750⁰⁰

We propose hereby to furnish material and labor – complete in accordance with the above specifications for the sum of:

\$ **SEVEN HUNDRED FIFTY**

Dollars

with payments to be made as follows:

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully
submitted

Note — this proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 1, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Voucher approval.

ATTACHMENTS:

- 12-1-2020 VOUCHERS (PDF)

11/23/2020 2:02 PM

A / P CHECK REGISTER

PAGE: 1

PACKET: 06426 DEC 2020 COUNCIL - 1 12-1-20

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0302	AIRGAS USA LLC							
	I-9106614156	AIRGAS USA LLC	R	12/01/2020		87.26CR	093988	
	I-9106790680	AIRGAS USA LLC	R	12/01/2020		129.19CR	093988	
	I-9106790681	AIRGAS USA LLC	R	12/01/2020		755.00CR	093988	
	I-9974525041	AIRGAS USA LLC	R	12/01/2020		579.10CR	093988	
	I-9974525042	AIRGAS USA LLC	R	12/01/2020		206.16CR	093988	
	I-9974525043	AIRGAS USA LLC	R	12/01/2020		252.24CR	093988	2,008.95
0652	AL'S UPHOLSTERING CO LLC							
	I-23207	AL'S UPHOLSTERING CO LLC	R	12/01/2020		30.00CR	093989	30.00
1698	B A T I							
	I-5427	B A T I	R	12/01/2020		4,900.00CR	093990	4,900.00
0020	BADGERLAND PRINTING INC							
	I-35767	BADGERLAND PRINTING INC	R	12/01/2020		25.00CR	093991	
	I-35806	BADGERLAND PRINTING INC	R	12/01/2020		149.00CR	093991	174.00
1609	BAY EAST ANIMAL HOSPITAL							
	I-1219320	BAY EAST ANIMAL HOSPITAL	R	12/01/2020		24.00CR	093992	24.00
0027	BAY TOWEL INC							
	I-4055709	BAY TOWEL INC	R	12/01/2020		119.66CR	093993	
	I-4061842	BAY TOWEL INC	R	12/01/2020		95.82CR	093993	215.48
5961	BEST EQUIPMENT							
	I-9754	BEST EQUIPMENT	R	12/01/2020		190.00CR	093994	190.00
3008	BOUND TREE MEDICAL LLC							
	I-83833929	BOUND TREE MEDICAL LLC	R	12/01/2020		390.04CR	093995	390.04
0038	BROADWAY AUTOMOTIVE INC							
	I-1009752P	BROADWAY AUTOMOTIVE INC	R	12/01/2020		9.94CR	093996	9.94
0046	BROWN COUNTY PORT SOLID WASTE DEPT							
	I-45112	BROWN COUNTY PORT SOLID WASTE	R	12/01/2020		26,703.15CR	093997	26,703.15
0044	BROWN COUNTY REGISTER OF DEEDS							
	I-202011231195	BROWN COUNTY REGISTER OF DEEDS	R	12/01/2020		30.00CR	093998	30.00
7781	KATY BUMAN							
	I-202011231196	KATY BUMAN	R	12/01/2020		89.65CR	093999	89.65

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**** CHECK LISTING ****

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
2708	CLEANING SOLUTION SERVICES INC							
	I-20958	CLEANING SOLUTION SERVICES INC	R	12/01/2020		108.32CR	094000	
	I-20975	CLEANING SOLUTION SERVICES INC	R	12/01/2020		318.54CR	094000	426.86
6414	COMMUNICATIONS ENGINEERING CO							
	I-342033	COMMUNICATIONS ENGINEERING CO	R	12/01/2020		227.00CR	094001	
	I-342107	COMMUNICATIONS ENGINEERING CO	R	12/01/2020		109.72CR	094001	336.72
3212	DIXON ENGINEERING INC							
	I-2007322	DIXON ENGINEERING INC	R	12/01/2020		1,500.00CR	094002	1,500.00
0085	EMERGENCY MEDICAL PRODUCTS INC							
	I-2211206	EMERGENCY MEDICAL PRODUCTS INC	R	12/01/2020		318.32CR	094003	318.32
7960	ERIC R ERDMAN							
	I-719032M	ERIC R ERDMAN	R	12/01/2020		2,583.00CR	094004	2,583.00
0097	FIVE ALARM INC							
	I-201383-1	FIVE ALARM INC	R	12/01/2020		393.27CR	094005	393.27
0116	GRAINGER INC							
	I-9707736782	GRAINGER INC	R	12/01/2020		164.64CR	094006	
	I-9711121039	GRAINGER INC	R	12/01/2020		11.10CR	094006	175.74
7764	GREAT AMERICA FINANCIAL SVCS							
	I-28122662	GREAT AMERICA FINANCIAL SVCS	R	12/01/2020		362.19CR	094007	362.19
0122	GREEN BAY REBUILDERS LLC							
	I-56159	GREEN BAY REBUILDERS LLC	R	12/01/2020		125.00CR	094008	125.00
1252	HURCKMAN MECHANICAL INDUSTRIES INC							
	I-C002157	HURCKMAN MECHANICAL INDUSTRIES	R	12/01/2020		871.35CR	094009	
	I-C002158	HURCKMAN MECHANICAL INDUSTRIES	R	12/01/2020		799.85CR	094009	
	I-C002162	HURCKMAN MECHANICAL INDUSTRIES	R	12/01/2020		523.70CR	094009	2,194.90
1399	INDOFF INC							
	I-341858	INDOFF INC	R	12/01/2020		108.05CR	094010	
	I-3420640	INDOFF INC	R	12/01/2020		90.71CR	094010	
	I-3423085	INDOFF INC	R	12/01/2020		131.05CR	094010	
	I-3423505	INDOFF INC	R	12/01/2020		34.00CR	094010	363.81
5167	BRETT JANSEN							
	I-202011231197	BRETT JANSEN	R	12/01/2020		108.65CR	094011	108.65

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BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
2602	JOSSART BROTHERS INC I-1948	JOSSART BROTHERS INC	R	12/01/2020		1,633.98CR	094012	1,633.98
1276	JX ENTERPRISES INC I-14146953P I-14148109P I-14148785P	JX ENTERPRISES INC JX ENTERPRISES INC JX ENTERPRISES INC JX ENTERPRISES INC	R	12/01/2020 12/01/2020 12/01/2020		280.95CR 172.37CR 636.99CR	094013 094013 094013	 1,090.31
8242	KIMLEY-HORN AND ASSOC INC I-17666117	KIMLEY-HORN AND ASSOC INC	R	12/01/2020		15,663.31CR	094014	15,663.31
0153	LAFORCE INC I-1146668	LAFORCE INC	R	12/01/2020		538.66CR	094015	538.66
7082	LEE RECREATION LLC I-13159-20	LEE RECREATION LLC	R	12/01/2020		1,120.00CR	094016	1,120.00
7875	LF GEORGE INC I-IC75793	LF GEORGE INC	R	12/01/2020		307.45CR	094017	307.45
0173	MENARDS INC I-74433 I-74471 I-74474 I-74526 I-74581 I-74737 I-74810 I-74949B I-94944	MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC MENARDS INC	R	12/01/2020 12/01/2020 12/01/2020 12/01/2020 12/01/2020 12/01/2020 12/01/2020 12/01/2020 12/01/2020		89.78CR 127.29CR 11.16CR 50.46CR 49.54CR 21.98CR 8.82CR 61.83CR 19.56CR	094018 094018 094018 094018 094018 094018 094018 094018 094018	 440.42
0531	NORTHEAST AUTO PARTS INC I-351735 I-351902 I-352051 I-352062 I-352119 I-352202	NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC NORTHEAST AUTO PARTS INC	R	12/01/2020 12/01/2020 12/01/2020 12/01/2020 12/01/2020 12/01/2020		23.68CR 35.98CR 53.20CR 35.96CR 4.60CR 19.42CR	094019 094019 094019 094019 094019 094019	 172.84
4245	NOVER ENGELSTEIN & ASSOC, INC. I-M2021	NOVER ENGELSTEIN & ASSOC, INC.	R	12/01/2020		600.00CR	094020	600.00

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BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
4728	OSHKOSH FIRE & POLICE	EQUIPMENT INC						
	I-182531	OSHKOSH FIRE & POLICE EQUIPMEN	R	12/01/2020		79.20CR	094021	79.20
0197	PACKER CITY INTL TRUCKS INC							
	C-X101133456:01	PACKER CITY INTL TRUCKS INC	R	12/01/2020		22.10	094022	
	I-X101133456:01	PACKER CITY INTL TRUCKS INC	R	12/01/2020		138.98CR	094022	116.88
1631	JOEL PANSIER							
	I-202011231198	JOEL PANSIER	R	12/01/2020		55.39CR	094023	55.39
0208	POMP'S TIRE SERVICE INC							
	I-1010087043	POMP'S TIRE SERVICE INC	R	12/01/2020		545.00CR	094024	
	I-90068107	POMP'S TIRE SERVICE INC	R	12/01/2020		668.00CR	094024	1,213.00
7584	R LEWIS TECHNOLOGIES INC							
	I-10750	R LEWIS TECHNOLOGIES INC	R	12/01/2020		73.90CR	094025	73.90
0501	SAINT MARY'S HOSPITAL							
	I-24075	SAINT MARY'S HOSPITAL	R	12/01/2020		20.81CR	094026	20.81
0235	SAINT VINCENT HOSPITAL							
	I-52064	SAINT VINCENT HOSPITAL	R	12/01/2020		310.37CR	094027	310.37
3378	STRYKER SALES CORP							
	I-3194824M	STRYKER SALES CORP	R	12/01/2020		1,580.80CR	094028	
	I-3196323M	STRYKER SALES CORP	R	12/01/2020		2,989.85CR	094028	4,570.65
8245	TELEFLEX LLC							
	I-9503221673	TELEFLEX LLC	R	12/01/2020		159.50CR	094029	159.50
0268	TRUCK EQUIPMENT INC							
	I-925306-00	TRUCK EQUIPMENT INC	R	12/01/2020		250.00CR	094030	250.00
0620	VALLEY RADIATOR INC							
	I-28975	VALLEY RADIATOR INC	R	12/01/2020		150.00CR	094031	150.00
7210	VANDEN PLAS PORTABLE SOLUTIONS LLC							
	I-3569	VANDEN PLAS PORTABLE SOLUTIONS	R	12/01/2020		133.00CR	094032	133.00
6418	WI DEPT OF NATURAL RESOURCES							
	I-VPLE0000006054	WI DEPT OF NATURAL RESOURCES	R	12/01/2020		577.50CR	094033	577.50

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BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	46	0.00	72,930.84	72,930.84
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:	0	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:	46	0.00	72,930.84	72,930.84

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

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BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT

100	12/2020	46,657.26CR
201	12/2020	1,097.68CR
260	12/2020	7,861.65CR
280	12/2020	7,831.66CR
460	12/2020	577.50CR
601	12/2020	5,007.56CR
650	12/2020	3,897.53CR
=====		
ALL		72,930.84CR



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 1, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: COVID-19 update from the Health Department.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: December 1, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Future agenda items.
