



Common Council

Regular Meeting

335 South Broadway
De Pere, WI 54115
www.deperewi.gov

Agenda

Tuesday, August 5, 2025

7:30 PM

Council Chambers and Virtual

Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Common Council** of the City of De Pere will be held on **August 5, 2025** at **7:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The Public or Members of the Common Council, which may count toward an official quorum, may attend the meeting either in person in the Council Chambers or telephonically or electronically via video conferencing or other appropriate technological means. Telephonic or electronic access to the meeting is provided below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

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 may also be rebroadcast on TV throughout the week and available on demand at <https://deperewi.portal.civicclerk.com/>.

- I. Call to Order
 1. Roll call.
 2. Pledge of Allegiance.
 3. Approval of the minutes of the July 15, 2025 Common Council meeting.
 4. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Common Council. §6-3(f) DPMC
 5. Green Bay Metro Transit update.
 6. Resolution #25-83 Approving Home Improvement Loan and authorizing disbursement to Susan A. Cherney-Brosig (618 North Clay Street - Parcel ED-1128-L-22).
 7. Resolution #25-84 Approving Façade Improvement Project and authorizing disbursement of grant (301 Main Avenue - Parcel WD-906).

8. Resolution #25-85 Approving Façade Improvement Project and authorizing disbursement of grant (305 Main Avenue - WD-907).
9. Resolution #25-86 Authorizing Temporary Limited Easement to the Wisconsin Department of Transportation (Parcel ED-287).
10. Reappointments to the following boards and commissions by Mayor Boyd:

Board of Appeals

Bob De Groot, Michelle Manke, Andy Van Remortel
Terms to expire: June 30, 2027

Scott Bonfigt, Mike LaBouve, Krista Seidl
Terms to expire: June 30, 2028

Board of Health

Teresa Gulyas
Term to expire: April 30, 2028

Board of Park Commissioners

Jim Kneiszel
Term to expire: April 30, 2027

Randy Soquet
Term to expire: April 30, 2028

Commission on Aging

Rae Ann Doolan, Theresa Reiter, Larry Vande Hei
Terms to expire: April 30, 2028

Green Bay Area Room Tax Commission

Pam Manley
Term to expire: April 30, 2026

Housing Authority

Patti Golueke
Term to expire: December 1, 2030

Plan Commission

Grant Schilling
Term to expire: April 30, 2027

Brenda Busch, Mark Higgins, Shane Raymaker
Terms to expire: April 30, 2028

Police & Fire Commission

Erin Bongers
Term to expire: April 30, 2030

Redevelopment Authority

Julie Van Straten

Term to expire: September 30, 2029

II. Future Agenda Items

III. Adjournment

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 Manager

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Definitely De Pere

Patty Kiewiz, Green Bay Metro Transit



City of De Pere, Wisconsin

I.3

Request for Common Council Action

MEETING DATE: August 5, 2025
DEPARTMENT: City Clerk
FROM: Carey Danen, City Clerk
SUBJECT: Approval of the minutes of the July 15, 2025 Common Council meeting.
RECOMMENDED ACTION: Approval

ATTACHMENTS:
7-15-25 Common Council minutes_draft



Common Council

Regular Meeting

Draft Minutes

335 South Broadway
De Pere, WI 54115
www.deperewi.gov

Tuesday, July 15, 2025

7:30 PM

Council Chambers/Virtual

I. Call to Order

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

1. Roll Call

Present: Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, John Quigley, James Boyd

2. Pledge of Allegiance to the Flag.

3. Approval of the minutes of the June 17, 2025 Common Council meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter
SECONDER:	Devin Perock
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, John Quigley, James Boyd

4. Approval of the minutes of the June 25, 2025 special meeting of the Common Council.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jonathon Hansen
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, John Quigley, James Boyd

5. Public Hearing to Act on a Request for a Zoning Map Amendment at the 1900 block of Ridgeway Drive.

A. Notice of public hearing.

The public hearing notice was published in the Press Times on June 27th and July 3rd, 2025.

B. Recommendation from Plan Commission.

Development Services Director Dan Lindstrom reviewed the request. Mayor Boyd declared the public hearing open; no one wished to speak so he declared the public hearing closed.

C. Ordinance #25-08 Approving Zoning Map Amendment from RM-2 Multi-Unit (7+ Units) Residential District with a Planned Development District Overlay to RM-2 Multi-Unit (7+ Units) Residential District (1900 Block Ridgeway Drive; Parcel ED-1164-R-32-2).

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Pamela Gantz
SECONDER:	Jonathon Hansen
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunding, Shana Ledvina, Devin Perock, John Quigley, James Boyd

6. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Common Council. §6-3(f) DPMC

Aldersperson Quigley announced that he has decided to resign his position because he will be moving out of De Pere. Mayor Boyd presented Quigley with a plaque and thanked him for his years of service.

Note: Agenda items #13 and 14 were taken up after public comment.

7. Proclamation for National Night Out August 5, 2025.
8. Recommendation from the Board of Park Commissioners to approve De Pere Youth Hockey Association (DPYH) donation proposal of up to \$50,000 for De Pere Ice Center improvements.

Parks Director Marty Kosobucki reported that if the rink is abandoned within two years and the donation must be refunded, unassigned reserves would be an option for repayment. He also stated that if staff strategizes appropriately, there could also be unspent dollars remaining in the ice arena fund. Staff has not established a timeline for the improvements, but if approved they will schedule a meeting with DPYH and Brown County Ice Management.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	John Quigley
SECONDER:	Shana Ledvina
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunding, Shana Ledvina, Devin Perock, John Quigley, James Boyd

9. Recommendation from Historic Preservation Commission to approve the final draft of the State Bank of De Pere National Register of Historic Places Registration Form as part of the process to designate 127 N Broadway ST as a historic property on the State Register and National Register of Historic Places (Parcel ED-768).

Aldersperson Hansen thanked property owners Gretchen & Scott Trowbridge for pursuing the designation, and consultant Legacy Architecture for their work on the project. He noted that a few very minor corrections were requested at the June Historic Preservation Commission meeting, and asked staff to add the word "Street" to any references to N Broadway in the document.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jonathon Hansen
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunding, Shana Ledvina, Devin Perock, John Quigley, James Boyd

10. Recommendation from Plan Commission to approve a 10-lot extraterritorial final plat of Grande Ridge Estates Second Addition at 3400 BLK Heritage RD in Ledgeview (Parcels D-2573, D-2574, D-2580).

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter
SECONDER:	Shana Ledvina
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunderling, Shana Ledvina, Devin Perock, John Quigley, James Boyd

11. Recommendation from the Finance-Personnel Committee to approve the 2024 Management Letter and Financial Statements.

Elizabeth McMasters from CliftonLarsenAllen LLP (CLA) reviewed the executive summary and financial statements prepared for the audit. She noted that CLA issued a clean/unmodified audit opinion for the City, and explained the two findings in the analysis of the City's internal controls. Discussion followed regarding the medical self-insurance funds and the status of the water utility. A separate Independent Accountants' Report was distributed to council members; it is attached to these minutes as Exhibit A. The auditors did not have to do a single audit for ARPA funds, but were able to do this examination letter instead to review ARPA dollars spent in 2024. Ms. McMasters and staff then answered council members' questions about the aging water infrastructure and the unassigned fund balance.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Boyd
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunderling, Shana Ledvina, Devin Perock, John Quigley, James Boyd

12. Recommendation from the License Committee on a Class "B" fermented malt beverage/"Class B" intoxicating liquor license renewal application for El Bistro Taco for the licensing period of July 1, 2025 through June 30, 2026.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunderling, Shana Ledvina, Devin Perock, John Quigley, James Boyd

13. Recommendation from the License Committee on a request by Austin Remington-Strombach to appear regarding the denial of his operator license application.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunderling, Shana Ledvina, Devin Perock, John Quigley, James Boyd

14. Recommendation from the License Committee on a request by Alfred Nelson to appear regarding the denial of his operator license application.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter

SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunding, Shana Ledvina, Devin Perock, John Quigley, James Boyd

15. Consideration and Possible Action on the De Pere Home Improvement Loan for Kristy Pikus, property owner at 606 N. Clay Street, De Pere WI 54115.

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	James Boyd
SECONDER:	John Quigley
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunding, Shana Ledvina, Devin Perock, John Quigley, James Boyd

16. Staff presentation and periodic update to the Comprehensive Plan Update Process.

Development Services Director Dan Lindstrom presented the draft of the update to the City's comprehensive plan. He provided an overview of the shift in plan structures, and reviewed the next steps of the process. Lindstrom then fielded questions from council members on the project's steering committee and the West Downtown Master Plan.

17. Resolution #25-73 Authorizing Amendment to AIA Document B101-2017 Standard Form of Agreement with GRAEF-USA, Inc. for Public Parking Structure at 230 N Wisconsin St (ED-875).

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	James Boyd
SECONDER:	Dan Carpenter
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunding, Shana Ledvina, Devin Perock, John Quigley, James Boyd

18. Resolution #25-74 Extending the Life of Tax Incremental District No. 8 for the Purposes of Funding Affordable Housing and Improving Housing Stock in the City of De Pere.

Development Services Director Dan Lindstrom explained that staff plans to replenish funds in existing housing programs with this extension.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Jonathon Hansen
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunding, Shana Ledvina, Devin Perock, John Quigley, James Boyd

19. Resolution #25-75 Terminating Tax Incremental Financing District No. 8.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	James Boyd
SECONDER:	Devin Perock
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunding, Shana Ledvina, Devin Perock, John Quigley, James Boyd

20. Resolution #25-76 Terminating Tax Increment District No. 16.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Dan Carpenter
SECONDER:	Devin Perock
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, John Quigley, James Boyd

21. Resolution #25-77 Authorizing AIA Documents A133-2019 and A201-2017 with Miron Construction for Public Parking Structure at 230 N Wisconsin St (ED-875).

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	John Quigley
SECONDER:	Shana Ledvina
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, John Quigley, James Boyd

22. Resolution #25-78 Authorizing Professional Services Agreement Change Order with Stantec Consulting Services Inc. (2535 Lawrence Drive).

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Dan Carpenter
SECONDER:	James Boyd
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, John Quigley, James Boyd

23. Resolution #25-79 Authorizing Parameters for 2025A G.O. Promissory Notes.

Baird Managing Director Justin Fischer reviewed the packet he distributed at the meeting, which has been attached to these minutes as Exhibit B. He summarized the three different financings under consideration tonight, and explained the timeline for approval, bond sale, and closing. Fischer reported that the City is in good standing with its Moody's rating and borrowing capacity, and continues to pay down debt while seeing significant growth from development.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	James Boyd
SECONDER:	Dan Carpenter
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, John Quigley, James Boyd

24. Resolution #25-80 Authorizing Parameters for 2025B Taxable General Obligation Promissory Notes.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Shana Ledvina
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, John Quigley, James Boyd

25. Resolution #25-81 An Initial Resolution Authorizing General Obligation Promissory Notes.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	James Boyd
SECONDER:	Devin Perock

AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunding, Shana Ledvina, Devin Perock, John Quigley, James Boyd
--------------	---

26. Resolution #25-82 Providing for the Issuance and Establishing Parameters for the 2025C Note Anticipation notes.

RESULT:	ADOPTED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Devin Perock
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunding, Shana Ledvina, Devin Perock, John Quigley, James Boyd

27. Appointment to the Downtown De Pere Business Improvement District Board.

Kim Flom - Term to expire: June 30, 2027

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Boyd
SECONDER:	Amy Kunding
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunding, Shana Ledvina, Devin Perock, John Quigley, James Boyd

28. Reappointments to the Downtown De Pere Business Improvement District Board.

Mary Boyd and Tom Gavic - Terms to expire: June 30, 2027

Maya Romboy and Rich Starry - Terms to expire: June 30, 2028

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Amy Kunding
SECONDER:	Shana Ledvina
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kunding, Shana Ledvina, Devin Perock, John Quigley, James Boyd

II. Future Agenda Items

Aldersperson Carpenter requested an update on water utility infrastructure, and the progress on its conversion to plastic. This request will go to the Board of Public Works.

Aldersperson Hansen noted that his district has a couple of alleys with severe potholes; he asked staff to present the most recent PASER ratings for all alleys in the City at a future Board of Public Works meeting. He would like to see a discussion about how many alleys could be repaired over the next five years with the existing budget, and whether additional funding should be considered.

III. Adjournment

Aldersperson Quigley moved, seconded by Mayor Boyd to adjourn the meeting at 8:51 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk



July 15, 2025
Common Council meeting
Exhibit A

CliftonLarsonAllen LLP
claconnect.com

INDEPENDENT ACCOUNTANTS' REPORT

City Council
City of De Pere, Wisconsin

We have examined the City of De Pere, Wisconsin's (the City) compliance with the compliance requirements "activities allowed or unallowed" and "allowable cost/cost principles" (the specified requirements) as described in Part IV "Requirements for an Alternative Compliance Examination Engagement for Recipients That Would Otherwise be Required to Undergo a Single Audit or Program-Specific Audit as a Result of Receiving Coronavirus State and Local Fiscal Recovery Funds" of the CSLFRF section of the 2024 OMB *Compliance Supplement* (referred to herein as "Requirements for an Alternative CSLFRF Compliance Examination Engagement") during the year ended December 31, 2024. Management of the City is responsible for the City's compliance with the specified requirements. Our responsibility is to express an opinion on the City's compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants; the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and in the "Requirements for an Alternative CSLFRF Compliance Examination Engagement." Those standards and requirements require that we plan and perform the examination to obtain reasonable assurance about whether the City complied, in all material respects, with the specified requirement referenced above. An examination involves performing procedures to obtain evidence about whether the City complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the engagement.

Our examination does not provide a legal determination on the City's compliance with specified requirements.

In our opinion, the City complied, in all material respects, with the specified requirements referenced above during the year ended December 31, 2024.

Other Reporting Required by *Government Auditing Standards*.

In accordance with *Government Auditing Standards*, we are required to report all deficiencies that are considered to be significant deficiencies or material weaknesses in internal control; fraud, and noncompliance with provisions of laws, regulations, contracts, or grant agreements that have a material effect on the City's compliance with the specified requirements and any other instances that warrant the attention of those charged with governance. We are also required to obtain and report the views of responsible officials concerning the findings, conclusions, and recommendations, as well as any planned corrective actions. We performed our examination to express an opinion on the City's compliance with the specified requirements and not for the purpose of expressing an opinion on the internal control over the specified requirements or on compliance and other matters; accordingly, we express no such opinions. The results of our tests disclosed no matters that are required to be reported under *Government Auditing Standards*.

Intended Purpose

The purposes of this examination report is solely to express an opinion on whether the City complied, in all material respects with the specified requirements referenced above during the year ended December 31, 2024. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in cursive script that reads "CliftonLarsonAllen LLP".

CliftonLarsonAllen LLP

Green Bay, Wisconsin
July 8, 2025

July 15, 2025
Common Council meeting
Exhibit B



City of De Pere

City Council Meeting - 2025 Plan of Finance

July 15, 2025

Justin A. Fischer, Managing Director

jfischer@rwbaird.com
777 East Wisconsin Avenue
Milwaukee, WI 53202
Phone 414.765.3827

City of De Pere

City Council Meeting - 2025 Plan of Finance

July 15, 2025

BAIRD

Borrowing/Structure/Purpose

Estimated Size:	\$32,135,000	\$5,860,000	\$7,225,000
Issue:	General Obligation Promissory Notes, Series 2025A (the "Series 2025A Notes")	Taxable General Obligation Promissory Notes, Series 2025B (the "Series 2025B Notes")	Note Anticipation Notes, Series 2025C (the "Series 2025C Notes")
Purpose:	• Fund 2025 CIP ○ Levy Supported Projects ○ TID 11 Projects ○ TID 12 Projects ○ TID 15 Projects ○ TID 17 Projects ○ TID 18 Projects ○ Water Supported Projects	• Fund 2025 CIP ○ TID 7 Projects ○ TID 11 Projects ○ TID 12 Projects ○ TID 17 Projects • Capitalized Interest through 2027 (TID 17 Only)	• Fund 2025 CIP ○ TID 18 (Parking Ramp) • Capitalized Interest through 2027 (TID 18)
Structure:	Matures September 1, 2026 – 2045	Matures September 1, 2026 – 2040	Matures September 1, 2030
First Interest:	March 1, 2026	March 1, 2026	March 1, 2026
Preliminary Call Date:	September 1, 2034 or any date thereafter	September 1, 2034 or any date thereafter	September 1, 2028 or any date thereafter
Estimated Interest Rate:	4.75%	5.75%	4.75%
Not-to-Exceed Interest Rate (Parameter):	5.00%	6.00%	5.00%
Not-to-Exceed Par Amount (Parameter):	\$32,135,000	\$5,900,000	\$7,300,000

City of De Pere

City Council Meeting - 2025 Plan of Finance

July 15, 2025

The logo for BAIRD is a blue parallelogram with the word "BAIRD" in white, bold, sans-serif capital letters.

Tentative Timeline

- Finance/Personnel Committee considers Plan of Finance and Parameters Resolutions for the Notes July 8, 2025
- Preparations are made for issuance..... Ongoing
 - ✓ Official Statement
 - ✓ Moody's Rating
 - ✓ Marketing
- City Council considers Finance/Personnel Committee recommendation and adopts Parameters ResolutionsJuly 15, 2025
A Parameters Resolution defines a narrow set of parameters for the issuance of the Series 2025A Notes, Series 2025B Notes, and Series 2025C Notes (collectively, the "Notes"). Provides additional flexibility to lock-in long-term interest rates between Council meeting dates and when timing is optimal.
 - Authority for final sign-off on the sale of the Notes, within designated parameters, is delegated to the Finance Director, or in her absence, the Mayor or City Manager (each an "Authorized Officer").
- Tentative Sale of Notes (target week to finalize terms and interest rates).....Week of August 11, 2025
Designated parameters established in Parameters Resolutions are met.
- Closing (funds available)..... September 4, 2025

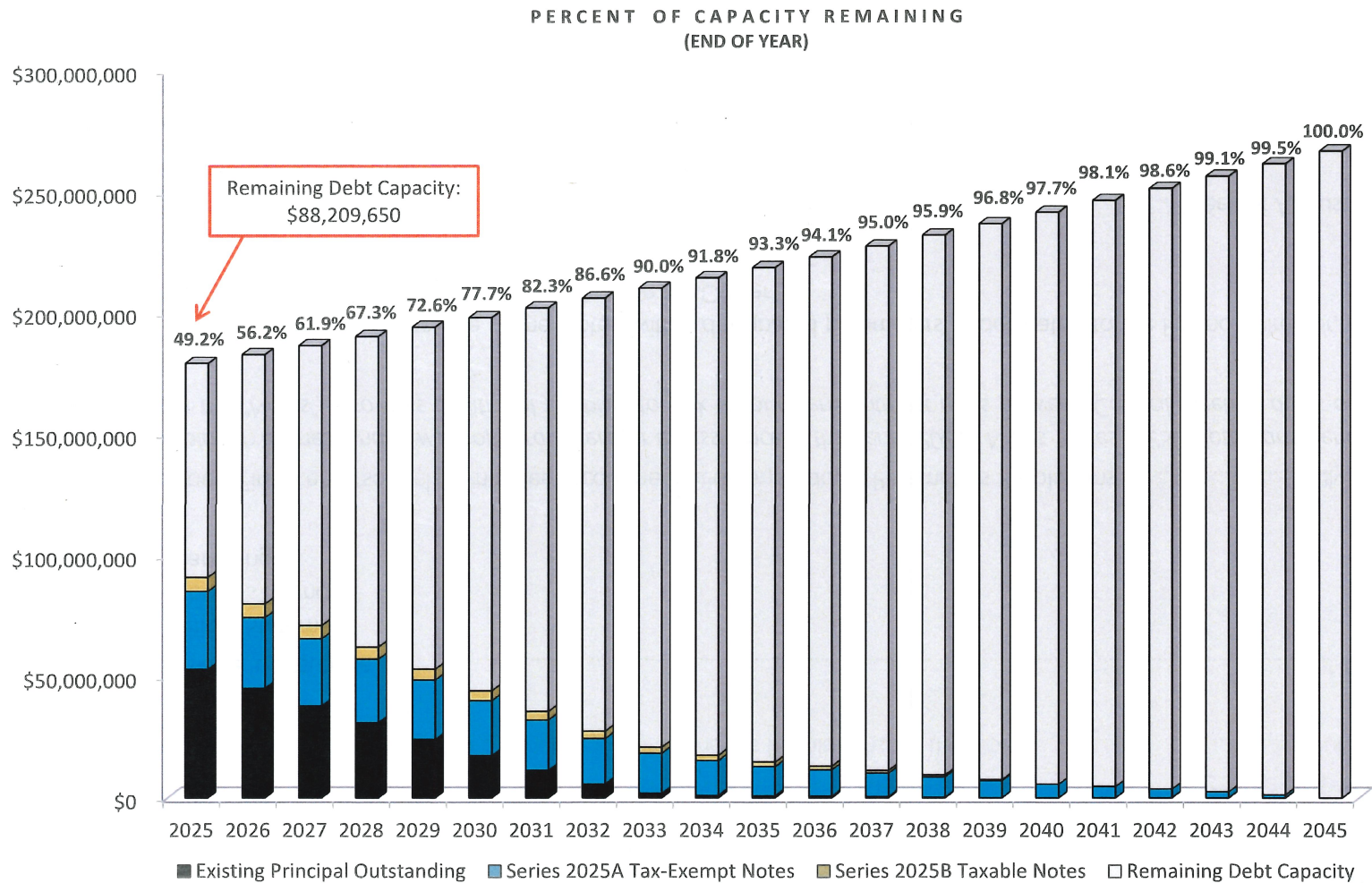
City of De Pere

City Council Meeting - 2025 Plan of Finance

July 15, 2025



General Obligation Borrowing Capacity (5% of Equalized Valuation)



Note: Future capacity based on the 2024 Equalized Valuation (TID-IN) of \$3,584,193,000 with annual growth of 2.00% (beginning in 2026 & annually thereafter).



City of De Pere, Wisconsin

L5

Request for Common Council Action

MEETING DATE: August 5, 2025
DEPARTMENT: Administration
FROM:
SUBJECT: Green Bay Metro Transit update.
RECOMMENDED ACTION: Presentation

Transit Director Patty Kiewiz will provide an update on Green Bay Metro's offerings.

ATTACHMENTS:
None



City of De Pere, Wisconsin

L6

Request for Common Council Action

MEETING DATE: August 5, 2025
DEPARTMENT: Development Services
FROM: Quasan Shaw, Community & Economic Development Specialist
SUBJECT: Resolution #25-83 Approving Home Improvement Loan and authorizing disbursement to Susan A. Cherney-Brosig (618 North Clay Street - Parcel ED-1128-L-22).
RECOMMENDED ACTION: Approve Home Improvement Loan

The RDA voted unanimously to recommend approval of the Home Improvement loan to Sue Brosig at its meeting on July 28, 2025.

ATTACHMENTS:

(DR-2502) Brosig Council Memo 08052025, Reso25-83, Mortgage Note, Mortgage, Brosig Housing Loan Amortization Estimate with windows 05272025, Brosig Bathroom Estimate, Brosig Window Estimate

CITY OF DE PERE MEMO



To: Mayor James Boyd, Common Council
From: Quasan Shaw, Economic Development Planner
Date: August 5, 2025

RE: Consideration and Possible Action on the De Pere Home Improvement Loan for Sue Brosig, property owner at 618 N. Clay Street, De Pere WI 54115

Background:

The City received the Home Improvement Loan application on April 12, 2025, from Sue Brosig, property owner at 618 N. Clay ST.

The applicant proposed to remodel existing bathroom by replacing tub and surround, new toilet, flooring, and vanity for better space layout and efficiency. Also replacing the bathroom window with energy efficient window and fan. In addition, the applicant will be updating the plumbing and electrical features in the bathroom and installing new windows throughout the home. The applicant provided the attached cost quote and existing expenses for the proposed work.



Proposed Scope of Work	1) Remodel existing bathroom by replacing tub and surround, new toilet, flooring, and vanity for better space layout and efficiency. Also replacing the bathroom window with energy efficient window and fan. In addition, the applicant will be updating the plumbing and electrical features in the bathroom. 2) Install five (5) new windows to replace older windows throughout the home.
Applicants:	Sue Brosig
Location of Home:	618 N. Clay Street
Number of Bedrooms:	3
Age of Structure:	65 Years
Owner Occupied:	Yes
Household Size:	1
Own Home/Purchasing:	Owned – 11 Years
Received multiple Quotes:	Yes
Uses of Funds Cost Summary:	The total cost for structural and interior improvements is \$20,000.

NOTE: The funds may only be used for improvements made on the primary housing structure and any additions and not any accessory structures on a particular lot unless adding an accessory dwelling unit or backyard cottage to a structure. Work on garages where the primary use is parking cars used by the resident household is an eligible use of loan funds; however, higher priority will be given to attached garages or garages where the primary use is parking cars – other accessory garages do not qualify.

Funds may also be used to make upgrades to home systems including electrical, plumbing, mechanical, or other systems or functionally outdated systems, to bring them into compliance with current standards and codes, or to modernize them to current quality, efficiency, and performance levels. Replacement or maintenance of home components that are expected to be replaced periodically such as water heaters and fixtures will not be funded. Repayment of any loan application fees incurred as part of this program is an eligible use of loan funds received. All systems (listed above) impacted by improvements shall be brought into full code compliance prior to receiving an occupancy permit. In addition to home system upgrades, loan funds may also be used for sump pump connection, window replacement and insulation improvements, or other measures that will increase the heating and cooling efficiency and overall performance of the home.

Cost Detail:

618 N. Clay St Home Loan Project Estimate (Applicant Submission)					
Vendor	Detail	Budget	Eligible	Notes	
Exterior					
Window replacement	See estimates	\$5,500	Yes		
Interior					
Bathroom	See estimates	\$14,500	Yes		
		Total	\$20,000.00		
		Total Eligible Cost	\$20,000.00		
			\$20,000.00		
					Loan Maximum \$50,000

Current Property Value: \$265,200 (Eligible)

Existing Loan and Debt: Reported and projected loans to value is 50%

Current Property Funding:	The applicant is eligible and is requesting a \$20,000 loan based on their proposed scope of work. The applicant has a mortgage with Nicolet Bank.
----------------------------------	--

Recommendation: Staff recommends approval of the loan request for 618 N. Clay Street (ED-1128-L-22), in an amount not to exceed \$20,000, to be funded from the ARPA funding, and that the recommendation be forwarded to Council, subject to the following conditions:

- Final income verifications submitted to the City of De Pere – 2 most recent paystubs for owner or if possible 2024 Tax Filing summary page (personal identification information redacted).
- Verification with the Primary Lender that they are in good standing.
- City Attorney final review and preparation of loan agreements.

RESOLUTION #25-83

APPROVING HOME IMPROVEMENT LOAN AND
AUTHORIZING DISBURSEMENT TO SUSAN A. CHERNEY-BROSIG
(618 North Clay Street - Parcel ED-1128-L-22)

WHEREAS, in December of 2024, the Common Council approved the Home Improvement Loan program (amending the former “Deeper Roots” Housing and Affordable Housing Stock Improvement Loan program), to provide loans not to exceed \$50,000.00 for eligible applicants seeking to add or remodel living space, making upgrades to home systems (including electrical, plumbing, mechanical) or functionally outdated features to enhance efficiency and bring the home quality to modern standards and code compliance; and

WHEREAS, Susan A. Cherney-Brosig, the owner of Parcel ED-1128-L-22, has applied for a loan for a bathroom remodel to replace the bathtub and surround, toilet, vanity and sink, repairing the subfloor and installing new flooring, a bathroom fan, as well as updating plumbing and electrical for better space layout and efficiency, in addition to installing an energy efficient window in the bathroom and replacing five older windows throughout the home at her property located at 618 North Clay Street; and

WHEREAS, said application provides cost estimates for contemplated improvements, with eligible expenses in the amount of \$20,000.00; and

WHEREAS, this improvement project has been reviewed by the Redevelopment Authority which recommends approval of a Home Improvement Loan in the total amount not to exceed \$20,000.00, subject to the provisions set forth below.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Common Council approves the contemplated remodel project/home improvements submitted by the applicant, as approved by the

Redevelopment Authority, and thanks Susan A. Cherney-Brosig for investing in her property.

BE IT FURTHER RESOLVED THAT:

The Director of Development Services (or designee) is authorized to approve disbursement of the loan in an amount not to exceed \$20,000.00 to Susan A. Cherney-Brosig, provided the following conditions are met:

1. Final income verification from two most recent paystubs for applicant or 2024 tax filing summary page (with irrelevant personal information redacted).
2. Verification by primary lender that applicant is in good standing.
3. Execution of City's loan, mortgage, and any other necessary documents prepared by City Attorney.
4. Adherence to the terms and conditions of the Home Improvement Loan Program guidelines.

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 5th day of August, 2025.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

RDA Approval: 07/28/2025

DE PERE HOUSING IMPROVEMENT LOAN PROGRAM

MORTGAGE NOTE

BORROWER(s) NAME(s): Susan A. Cherney-Brosig

BORROWER(s) ADDRESS: 618 North Clay Street, De Pere, WI 54115

LOAN AMOUNT: \$20,000.00

DATE: August, 2025

FOR VALUE RECEIVED, the undersigned borrower(s), whether one or more, (the “Borrower”) promises to pay the above stated loan amount (the “Loan” or the “Note”) to the City of De Pere (the “City”), a Wisconsin municipal corporation, at its offices located at 335 South Broadway, De Pere, WI 54115, on the Due Date, as defined below.

LOAN TERMS: Pursuant to the City’s Finance Personnel Committee and Common Council’s approval of this Loan/Note, the terms are as follows:

The City will loan the Borrower \$20,000.00 with a loan term of fifteen (15) years. The term of the Loan commences with the first draw of loan funds by the Borrower. The interest rate for the Loan is 1.5 percentage points below the 10-year treasury rate, currently 2.71 percent (2.71%) with the Loan amortized over fifteen (15) years and shall commence to accrue upon the date of the first disbursement of loan funds. Commencing January 15, 2026, the Borrower shall pay this Note in monthly installments of One Hundred Thirty-five Dollars and 34/100 (\$135.34), with a final payment of all unpaid principal and accrued interest at the end of the fifteen-year term (December 15, 2040) (the “Minimum Annual Payment”).

THIS LOAN may be prepaid at any time without penalty in full or in part.

THIS NOTE is secured by a mortgage on the property legally described in the attached Exhibit A (the “Property”) from the Borrower to the City.

DELINQUENCY CHARGE. If a payment owed under this promissory note is not paid on or before the 15th day after the Due Date, the City may collect a delinquency charge equal to 12% per annum on the unpaid balance until the amount due under this promissory note is paid in full.

THIS NOTE, including the entire balance of principal, together with late charges, shall become immediately due and payable to the City without notice or demand upon the occurrence of the earlier of the following (the “Due Date”):

- a. Title to, or equitable ownership in, the Property is transferred in any manner;
- b. Any indebtedness currently secured by the Property is refinanced; or
- c. 15 years from the date of execution of this promissory note.

The Borrower and endorsers of this Note, jointly and severally, agree to waive demand, notice of non-payment and protest, and in the event suit shall be brought for the collection hereof, or the same has to be collected upon demand of an attorney, to pay to the City reasonable attorney's fees incurred by it for making such collection, through and including all appellate levels and post-judgment proceedings.

No delay or omission on the part of the holder hereof in exercising any right hereunder shall operate as a waiver of any such right or of any other right under this promissory note. A waiver on any one occasion shall not be construed as a bar to or a waiver of any such right on any future occasion. The Borrower for his/herself, his/her successors and assigns, do hereby expressly waive presentment for payment, notice of dishonor, presentment, notice of protest, protest and diligence in collection. It is expressly understood and agreed that the Borrower shall not be released from the covenants herein contained by reason of any forbearance or extension of time granted or release of any subsequent owner or owners of the property mortgaged as secured for this obligation.

This promissory note may not be changed orally, but only by an agreement in writing signed by the parties against whom enforcement is sought.

NOTICE TO BORROWER

- A. DO NOT SIGN THIS IF IT CONTAINS ANY BLANK SPACES.**
- B. YOU ARE ENTITLED TO AN EXACT COPY OF ANY AGREEMENTS YOU SIGN.**
- C. YOU HAVE THE RIGHT AT ANY TIME TO PAY IN ADVANCE THE UNPAID BALANCE DUE UNDER THIS NOTE.**

Signed and sealed this _____ day of July, 2025, at De Pere, Wisconsin.

(signature)

Susan A. Cherney-Brosig
Borrower (print/type)

City of De Pere
By:

(signature)

Kimberly T. Flom, City Manager (print/type)

DRAFT

EXHIBIT A
PROPERTY MORTGAGE

DRAFT

State Bar of Wisconsin Form 21-2003
MORTGAGE

Document Number

Document Name

Susan A. Cherney-Brosig, a single person

("Mortgagor," whether one or more) mortgages to the City of De Pere, a
Wisconsin municipal corporation,
its successors or assigns ("Mortgagee," whether one or more), to secure
payment of \$20,000.00 evidenced by a note or notes, or other
obligation ("Obligation") dated August , 2025,
executed by Mortgagor, pursuant to the Mortgage Note

to Mortgagee, and any extensions, renewals and modifications of the Obligation
and refinancings of any such indebtedness on any terms whatsoever (including
increases in interest) and the payment of all other sums, with interest, advanced
to protect the Property and the security of this Mortgage, and all other amounts
paid by Mortgagee hereunder, the following property, together with all rights
and interests appurtenant thereto in law or equity, all rents, issue and profits
arising therefrom, including insurance proceeds and condemnation awards, all
structures, improvements and fixtures located thereon, in Brown
County, State of Wisconsin ("Property"):

Lot Eight (8), Block Two (2), according to the recorded Plat of Peters
Subdivision, in the City of De Pere, East side of Fox River, Brown County,
Wisconsin.

Recording Area

Name and Return Address
Attorney Joanne Bungert
City Attorney, City of De Pere
335 South Broadway Street
De Pere, WI 54115

ED-1128-L-22

Parcel Identification Number (PIN)

This is homestead property.
(is) (is not)

This is not a purchase money mortgage.
(is) (is not)

1. **MORTGAGOR'S COVENANTS.**

a. **COVENANT OF TITLE.** Mortgagor warrants title to the Property, except restrictions and
easements of record, if any, and further excepting:

b. **FIXTURES.** Any property which has been affixed to the Property and is used in connection with it is
intended to become a fixture. Mortgagor waives any right to remove such fixture from the Property which is subject
to this Mortgage.

c. **TAXES.** Mortgagor promises to pay when due all taxes and assessments levied on the Property or
upon Mortgagee's interest in it and to deliver to Mortgagee on demand receipts showing such payment.

d. **INSURANCE.** Mortgagor shall keep the improvements on the Property insured against loss or damage
occasioned by fire, extended coverage perils and such other hazards as Mortgagee may require, without co-insurance,
through insurers approved by Mortgagee, in the amount of the full replacement value of the improvements on the Property.
Mortgagor shall pay the insurance premiums when due. The policies shall contain the standard mortgage clause in favor
of Mortgagee, and evidence of all policies covering the Property shall be provided to Mortgagee.
Mortgagor shall promptly give notice of loss to insurance companies and Mortgagee. Unless Mortgagor and Mortgagee

otherwise agree in writing, insurance proceeds shall be applied to restoration or repair of the Property damaged, provided Mortgagee deems the restoration or repair to be economically feasible.

e. **OTHER COVENANTS.** Mortgagor covenants not to commit waste nor suffer waste to be committed on the Property, to keep the Property in good condition and repair, to keep the Property free from future liens superior to the lien of this Mortgage and to comply with all laws, ordinances and regulations affecting the Property. Mortgagor shall pay when due all indebtedness which may be or become secured at any time by a mortgage or other lien on the Property superior to this Mortgage and any failure to do so shall constitute a default under this Mortgage.

2. **DEFAULT AND REMEDIES.** Mortgagor agrees that time is of the essence with respect to payment of principal and interest when due, and in the performance of the terms, conditions and covenants contained herein or in the Obligation secured hereby. In the event of default, Mortgagee may, at its option, declare the whole amount of the unpaid principal and accrued interest due and payable, and collect it in a suit at law or by foreclosure of this Mortgage or by the exercise of any other remedy available at law or equity. If this Mortgage is subordinate to a superior mortgage lien, a default under the superior mortgage lien constitutes a default under this Mortgage.

3. **NOTICE.** Unless otherwise provided in the Obligation secured by this Mortgage, prior to any acceleration (other than under paragraph 9, below) Mortgagee shall mail notice to Mortgagor specifying: (a) the default; (b) the action required to cure the default; (c) a date, not less than 15 days from the date the notice is mailed to Mortgagor by which date the default must be cured; and (d) that failure to cure the default on or before the date specified in the notice may result in acceleration.

4. **EXPENSES AND ATTORNEY FEES.** In case of default, whether abated or not, all costs and expenses, including, but not limited to, reasonable attorney fees, to the extent not prohibited by law shall be added to the principal, become due as incurred, and in the event of foreclosure be included in the judgment.

5. **FORECLOSURE WITHOUT DEFICIENCY.** Mortgagor agrees to the provisions of Sections 846.101 and 846.103, Wis. Stats., as may apply to the Property and as may be amended, permitting Mortgagee in the event of foreclosure to waive the right to judgment for deficiency and hold the foreclosure sale within the time provided in such applicable Section.

6. **RECEIVER.** Upon default or during the pendency of any action to foreclose this Mortgage, Mortgagor consents to the appointment of a receiver of the Property, including homestead interest, to collect the rents, issues and profits of the Property during the pendency of such an action, and such rents, issues and profits when so collected shall be held and applied as the court shall direct.

7. **WAIVER.** Mortgagee may waive any default without waiving any other subsequent or prior default by Mortgagor.

8. **MORTGAGEE MAY CURE DEFAULTS.** In the event of any default by Mortgagor of any kind under this Mortgage or any Obligation secured by this Mortgage, Mortgagee may cure the default and all sums paid by Mortgagee for such purpose shall immediately be repaid by Mortgagor with interest at the rate then in effect under the Obligation secured by this Mortgage and shall constitute a lien upon the Property.

9. **CONSENT REQUIRED FOR TRANSFER.** Mortgagor shall not transfer, sell or convey any legal or equitable interest in the Property (by deed, land contract, option, long-term lease or in any other way) without the prior written consent of Mortgagee, unless either the indebtedness secured by this Mortgage is first paid in full or the interest conveyed is a mortgage or other security interest in the Property, subordinate to the lien of this Mortgage. The entire indebtedness under the Obligation secured by this Mortgage shall become due and payable in full at the option of Mortgagee without notice, which notice is hereby waived, upon any transfer, sale or conveyance made in violation of this paragraph. A violation of the provisions of this paragraph will be considered a default under the terms of this Mortgage and the Obligation it secures.

10. **ASSIGNMENT OF RENTS.** Mortgagor hereby transfers and assigns absolutely to Mortgagee, as additional security, all rents, issues and profits which become or remain due (under any form of agreement for use or occupancy of the Property or any portion thereof), or which were previously collected and remain subject to Mortgagor's control following any default under this Mortgage or the Obligation secured hereby and delivery of notice of exercise of this assignment by Mortgagee to the tenant or other user(s) of the Property in accordance with the provisions of Section 708.11, Wis. Stats, as may be amended. This assignment shall be enforceable with or without appointment of a receiver and regardless of Mortgagor's lack of possession of the Property.

11. **ENVIRONMENTAL PROVISION.** Mortgagor represents, warrants and covenants to Mortgagee that (a) during the period of Mortgagor's ownership or use of the Property no substance has been, is or will be present, used, stored, deposited, treated, recycled or disposed of on, under, in or about the Property in a form, quantity or manner which if known to be present on, under, in or about the Property would require clean-up, removal or other remedial action ("Hazardous Substance") under any federal, state or local laws, regulations, ordinances, codes or rules ("Environmental Laws"); (b) Mortgagor has no knowledge, after due inquiry, of any prior use or existence of any Hazardous Substance on the Property by any prior owner of or person using the Property; (c) without limiting the generality of the foregoing, Mortgagor has no knowledge, after due inquiry, that the Property contains asbestos, polychlorinated biphenyl components ("PCBs") or underground storage tanks; (d) there are no conditions existing currently or likely to exist during the term of this Mortgage which would subject Mortgagor to any damages, penalties, injunctive relief or clean-up costs in any governmental or regulatory action or third-party claims relating to any Hazardous Substance; (e) Mortgagor is not subject to any court or administrative proceeding, judgment, decree, order or citation relating to any Hazardous Substance; and (f) Mortgagor in the past has been, at the present is and in the future will remain in compliance with all Environmental Laws. Mortgagor shall indemnify and hold harmless Mortgagee from all loss, cost (including reasonable attorney fees and legal expenses), liability and damage whatsoever directly or indirectly resulting from, arising out of or based upon (i) the presence, use, storage, deposit, treatment, recycling or disposal, at any time, of any Hazardous Substance on, under, in or about the Property, or the transportation of any Hazardous Substance to or from the Property, (ii) the violation or alleged violation of any Environmental Law, permit, judgment or license relating to the presence, use, storage, deposit, treatment, recycling or disposal of any Hazardous Substance on, under, in or about the Property, or the transportation of any Hazardous Substance to or from the Property, or (iii) the imposition of any governmental lien for the recovery of environmental clean-up costs expended under any Environmental Law. Mortgagor shall immediately notify Mortgagee in writing of any governmental or regulatory action or third-party claim instituted or threatened in connection with any Hazardous Substance on, in, under or about the Property.

12. **SECURITY INTEREST ON FIXTURES.** To further secure the payment and performance of the Obligation, Mortgagor hereby grants to Mortgagee a security interest in:

CHOOSE ONE OF THE FOLLOWING OPTIONS; IF NEITHER IS CHOSEN, OPTION A SHALL APPLY:

- ☐ A. All fixtures and personal property located on or related to the operations of the Property whether now owned or hereafter acquired.
- ☐ B. All property listed on the attached schedule.

This Mortgage shall constitute a security agreement within the meaning of the Uniform Commercial Code with respect to those parts of the Property indicated above. This Mortgage constitutes a fixture filing and financing statement as those terms are used in the Uniform Commercial Code. This Mortgage is to be filed and recorded in the real estate records of the county in which the Property is located, and the following information is included: (1) Mortgagor shall be deemed the "debtor"; (2) Mortgagee shall be deemed to be the "secured party" and shall have all of the rights of a secured party under the Uniform Commercial Code; (3) this Mortgage covers goods which are or are to become fixtures; (4) the name of the record owner of the land is the debtor; (5) the legal name and address of the debtor are _____;

(6) the state of organization and the organizational identification number of the debtor (if applicable) are _____; and

(7) the address of the secured party is _____.

13. **SINGULAR; PLURAL.** As used herein, the singular shall include the plural and any gender shall include all genders.

14. **JOINT AND SEVERAL/LIMITATION ON PERSONAL LIABILITY.** The covenants of this Mortgage set forth herein shall be deemed joint and several among Mortgagors, if more than one. Unless a Mortgagor is obligated on the Obligation secured by this Mortgage, Mortgagor shall not be liable for any breach of covenants contained in this Mortgage.

15. **INVALIDITY.** In the event any provision or portion of this instrument is held to be invalid or unenforceable, this shall not impair or preclude the enforcement of the remainder of the instrument.

16. **MARITAL PROPERTY STATEMENT.** Any individual Mortgagor who is married represents that the obligation evidenced by this instrument was incurred in the interest of Mortgagor's marriage or family.

Dated August , 2025 .

_____(SEAL)_____(SEAL)
* _____ * Susan A. Cherney-Brosig
_____(SEAL)_____(SEAL)
* _____ *

AUTHENTICATION

ACKNOWLEDGMENT

Signature(s) _____

STATE OF WISCONSIN)
) ss.

authenticated on _____.

BROWN COUNTY)

* _____

Personally came before me on August , 2025 ,
the above-named Susan A. Cherney-Brosig

TITLE: MEMBER STATE BAR OF WISCONSIN
(If not, _____
authorized by Wis. Stat. § 706.06)

_____ to me known to be the person(s) who executed the foregoing
instrument and acknowledged the same.

THIS INSTRUMENT DRAFTED BY:

Attorney Joanne Bungert
De Pere City Attorney

* Angela M. Zills
Notary Public, State of Wisconsin
My Commission (is permanent) (expires: 4/15/2026.)

(Signatures may be authenticated or acknowledged. Both are not necessary.)

NOTE: THIS IS A STANDARD FORM. ANY MODIFICATIONS TO THIS FORM SHOULD BE CLEARLY IDENTIFIED.
MORTGAGE STATE BAR OF WISCONSIN FORM NO. 21-2003

* Type name below signatures.

De Pere Home Improvement Loan
Loan Amortization Schedule



ENTER VALUES

LOAN SUMMARY

Loan amount	\$20,000.00	Scheduled payment	\$135.34
Interest rate	2.71%	Scheduled number of payments	180
Loan term in years	15	Actual number of payments	180
Payments made per year	12	Years saved off original loan term	0.00
Loan repayment start date	1/15/2026	Total early payments	\$0.00
		Total interest	\$4,361.92
Optional extra payments	\$0.00	LENDER NAME	City of De Pere

Current 10 Year Treasury Note
4/28/2025
4.21%

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULED PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
1	1/15/2026	\$20,000.00	\$135.34	\$135.34	\$90.18	\$45.17	\$19,909.82	\$45.17
2	2/15/2026	\$19,909.82	\$135.34	\$135.34	\$90.38	\$44.96	\$19,819.44	\$90.13
3	3/15/2026	\$19,819.44	\$135.34	\$135.34	\$90.59	\$44.76	\$19,728.86	\$134.89
4	4/15/2026	\$19,728.86	\$135.34	\$135.34	\$90.79	\$44.55	\$19,638.07	\$179.44
5	5/15/2026	\$19,638.07	\$135.34	\$135.34	\$90.99	\$44.35	\$19,547.07	\$223.79
6	6/15/2026	\$19,547.07	\$135.34	\$135.34	\$91.20	\$44.14	\$19,455.87	\$267.94
7	7/15/2026	\$19,455.87	\$135.34	\$135.34	\$91.41	\$43.94	\$19,364.47	\$311.87
8	8/15/2026	\$19,364.47	\$135.34	\$135.34	\$91.61	\$43.73	\$19,272.85	\$355.61
9	9/15/2026	\$19,272.85	\$135.34	\$135.34	\$91.82	\$43.52	\$19,181.03	\$399.13
10	10/15/2026	\$19,181.03	\$135.34	\$135.34	\$92.03	\$43.32	\$19,089.01	\$442.45
11	11/15/2026	\$19,089.01	\$135.34	\$135.34	\$92.23	\$43.11	\$18,996.77	\$485.56
12	12/15/2026	\$18,996.77	\$135.34	\$135.34	\$92.44	\$42.90	\$18,904.33	\$528.46
13	1/15/2027	\$18,904.33	\$135.34	\$135.34	\$92.65	\$42.69	\$18,811.68	\$571.15
14	2/15/2027	\$18,811.68	\$135.34	\$135.34	\$92.86	\$42.48	\$18,718.82	\$613.63
15	3/15/2027	\$18,718.82	\$135.34	\$135.34	\$93.07	\$42.27	\$18,625.75	\$655.91
16	4/15/2027	\$18,625.75	\$135.34	\$135.34	\$93.28	\$42.06	\$18,532.47	\$697.97
17	5/15/2027	\$18,532.47	\$135.34	\$135.34	\$93.49	\$41.85	\$18,438.97	\$739.82
18	6/15/2027	\$18,438.97	\$135.34	\$135.34	\$93.70	\$41.64	\$18,345.27	\$781.46
19	7/15/2027	\$18,345.27	\$135.34	\$135.34	\$93.91	\$41.43	\$18,251.36	\$822.89
20	8/15/2027	\$18,251.36	\$135.34	\$135.34	\$94.13	\$41.22	\$18,157.23	\$864.11
21	9/15/2027	\$18,157.23	\$135.34	\$135.34	\$94.34	\$41.01	\$18,062.89	\$905.12
22	10/15/2027	\$18,062.89	\$135.34	\$135.34	\$94.55	\$40.79	\$17,968.34	\$945.91
23	11/15/2027	\$17,968.34	\$135.34	\$135.34	\$94.77	\$40.58	\$17,873.57	\$986.49
24	12/15/2027	\$17,873.57	\$135.34	\$135.34	\$94.98	\$40.36	\$17,778.60	\$1,026.85
25	1/15/2028	\$17,778.60	\$135.34	\$135.34	\$95.19	\$40.15	\$17,683.40	\$1,067.00
26	2/15/2028	\$17,683.40	\$135.34	\$135.34	\$95.41	\$39.94	\$17,587.99	\$1,106.94
27	3/15/2028	\$17,587.99	\$135.34	\$135.34	\$95.62	\$39.72	\$17,492.37	\$1,146.66
28	4/15/2028	\$17,492.37	\$135.34	\$135.34	\$95.84	\$39.50	\$17,396.53	\$1,186.16
29	5/15/2028	\$17,396.53	\$135.34	\$135.34	\$96.06	\$39.29	\$17,300.47	\$1,225.45

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULED PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
30	6/15/2028	\$17,300.47	\$135.34	\$135.34	\$96.27	\$39.07	\$17,204.20	\$1,264.52
31	7/15/2028	\$17,204.20	\$135.34	\$135.34	\$96.49	\$38.85	\$17,107.71	\$1,303.37
32	8/15/2028	\$17,107.71	\$135.34	\$135.34	\$96.71	\$38.63	\$17,011.00	\$1,342.00
33	9/15/2028	\$17,011.00	\$135.34	\$135.34	\$96.93	\$38.42	\$16,914.07	\$1,380.42
34	10/15/2028	\$16,914.07	\$135.34	\$135.34	\$97.15	\$38.20	\$16,816.92	\$1,418.62
35	11/15/2028	\$16,816.92	\$135.34	\$135.34	\$97.37	\$37.98	\$16,719.56	\$1,456.60
36	12/15/2028	\$16,719.56	\$135.34	\$135.34	\$97.59	\$37.76	\$16,621.97	\$1,494.35
37	1/15/2029	\$16,621.97	\$135.34	\$135.34	\$97.81	\$37.54	\$16,524.17	\$1,531.89
38	2/15/2029	\$16,524.17	\$135.34	\$135.34	\$98.03	\$37.32	\$16,426.14	\$1,569.21
39	3/15/2029	\$16,426.14	\$135.34	\$135.34	\$98.25	\$37.10	\$16,327.89	\$1,606.31
40	4/15/2029	\$16,327.89	\$135.34	\$135.34	\$98.47	\$36.87	\$16,229.42	\$1,643.18
41	5/15/2029	\$16,229.42	\$135.34	\$135.34	\$98.69	\$36.65	\$16,130.73	\$1,679.83
42	6/15/2029	\$16,130.73	\$135.34	\$135.34	\$98.92	\$36.43	\$16,031.81	\$1,716.26
43	7/15/2029	\$16,031.81	\$135.34	\$135.34	\$99.14	\$36.21	\$15,932.67	\$1,752.46
44	8/15/2029	\$15,932.67	\$135.34	\$135.34	\$99.36	\$35.98	\$15,833.31	\$1,788.45
45	9/15/2029	\$15,833.31	\$135.34	\$135.34	\$99.59	\$35.76	\$15,733.72	\$1,824.20
46	10/15/2029	\$15,733.72	\$135.34	\$135.34	\$99.81	\$35.53	\$15,633.91	\$1,859.73
47	11/15/2029	\$15,633.91	\$135.34	\$135.34	\$100.04	\$35.31	\$15,533.87	\$1,895.04
48	12/15/2029	\$15,533.87	\$135.34	\$135.34	\$100.26	\$35.08	\$15,433.61	\$1,930.12
49	1/15/2030	\$15,433.61	\$135.34	\$135.34	\$100.49	\$34.85	\$15,333.12	\$1,964.98
50	2/15/2030	\$15,333.12	\$135.34	\$135.34	\$100.72	\$34.63	\$15,232.40	\$1,999.60
51	3/15/2030	\$15,232.40	\$135.34	\$135.34	\$100.94	\$34.40	\$15,131.46	\$2,034.00
52	4/15/2030	\$15,131.46	\$135.34	\$135.34	\$101.17	\$34.17	\$15,030.29	\$2,068.17
53	5/15/2030	\$15,030.29	\$135.34	\$135.34	\$101.40	\$33.94	\$14,928.89	\$2,102.12
54	6/15/2030	\$14,928.89	\$135.34	\$135.34	\$101.63	\$33.71	\$14,827.26	\$2,135.83
55	7/15/2030	\$14,827.26	\$135.34	\$135.34	\$101.86	\$33.48	\$14,725.40	\$2,169.32
56	8/15/2030	\$14,725.40	\$135.34	\$135.34	\$102.09	\$33.25	\$14,623.31	\$2,202.57
57	9/15/2030	\$14,623.31	\$135.34	\$135.34	\$102.32	\$33.02	\$14,520.99	\$2,235.60
58	10/15/2030	\$14,520.99	\$135.34	\$135.34	\$102.55	\$32.79	\$14,418.44	\$2,268.39
59	11/15/2030	\$14,418.44	\$135.34	\$135.34	\$102.78	\$32.56	\$14,315.66	\$2,300.95
60	12/15/2030	\$14,315.66	\$135.34	\$135.34	\$103.01	\$32.33	\$14,212.64	\$2,333.28
61	1/15/2031	\$14,212.64	\$135.34	\$135.34	\$103.25	\$32.10	\$14,109.40	\$2,365.38
62	2/15/2031	\$14,109.40	\$135.34	\$135.34	\$103.48	\$31.86	\$14,005.92	\$2,397.24
63	3/15/2031	\$14,005.92	\$135.34	\$135.34	\$103.71	\$31.63	\$13,902.20	\$2,428.87
64	4/15/2031	\$13,902.20	\$135.34	\$135.34	\$103.95	\$31.40	\$13,798.25	\$2,460.27
65	5/15/2031	\$13,798.25	\$135.34	\$135.34	\$104.18	\$31.16	\$13,694.07	\$2,491.43
66	6/15/2031	\$13,694.07	\$135.34	\$135.34	\$104.42	\$30.93	\$13,589.65	\$2,522.35
67	7/15/2031	\$13,589.65	\$135.34	\$135.34	\$104.65	\$30.69	\$13,485.00	\$2,553.04
68	8/15/2031	\$13,485.00	\$135.34	\$135.34	\$104.89	\$30.45	\$13,380.11	\$2,583.50
69	9/15/2031	\$13,380.11	\$135.34	\$135.34	\$105.13	\$30.22	\$13,274.98	\$2,613.71
70	10/15/2031	\$13,274.98	\$135.34	\$135.34	\$105.36	\$29.98	\$13,169.62	\$2,643.69
71	11/15/2031	\$13,169.62	\$135.34	\$135.34	\$105.60	\$29.74	\$13,064.01	\$2,673.44
72	12/15/2031	\$13,064.01	\$135.34	\$135.34	\$105.84	\$29.50	\$12,958.17	\$2,702.94

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULED PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
73	1/15/2032	\$12,958.17	\$135.34	\$135.34	\$106.08	\$29.26	\$12,852.09	\$2,732.20
74	2/15/2032	\$12,852.09	\$135.34	\$135.34	\$106.32	\$29.02	\$12,745.77	\$2,761.23
75	3/15/2032	\$12,745.77	\$135.34	\$135.34	\$106.56	\$28.78	\$12,639.21	\$2,790.01
76	4/15/2032	\$12,639.21	\$135.34	\$135.34	\$106.80	\$28.54	\$12,532.41	\$2,818.55
77	5/15/2032	\$12,532.41	\$135.34	\$135.34	\$107.04	\$28.30	\$12,425.37	\$2,846.86
78	6/15/2032	\$12,425.37	\$135.34	\$135.34	\$107.28	\$28.06	\$12,318.09	\$2,874.92
79	7/15/2032	\$12,318.09	\$135.34	\$135.34	\$107.53	\$27.82	\$12,210.56	\$2,902.74
80	8/15/2032	\$12,210.56	\$135.34	\$135.34	\$107.77	\$27.58	\$12,102.79	\$2,930.31
81	9/15/2032	\$12,102.79	\$135.34	\$135.34	\$108.01	\$27.33	\$11,994.78	\$2,957.64
82	10/15/2032	\$11,994.78	\$135.34	\$135.34	\$108.26	\$27.09	\$11,886.53	\$2,984.73
83	11/15/2032	\$11,886.53	\$135.34	\$135.34	\$108.50	\$26.84	\$11,778.03	\$3,011.58
84	12/15/2032	\$11,778.03	\$135.34	\$135.34	\$108.75	\$26.60	\$11,669.28	\$3,038.17
85	1/15/2033	\$11,669.28	\$135.34	\$135.34	\$108.99	\$26.35	\$11,560.29	\$3,064.53
86	2/15/2033	\$11,560.29	\$135.34	\$135.34	\$109.24	\$26.11	\$11,451.05	\$3,090.63
87	3/15/2033	\$11,451.05	\$135.34	\$135.34	\$109.48	\$25.86	\$11,341.57	\$3,116.49
88	4/15/2033	\$11,341.57	\$135.34	\$135.34	\$109.73	\$25.61	\$11,231.84	\$3,142.11
89	5/15/2033	\$11,231.84	\$135.34	\$135.34	\$109.98	\$25.37	\$11,121.86	\$3,167.47
90	6/15/2033	\$11,121.86	\$135.34	\$135.34	\$110.23	\$25.12	\$11,011.63	\$3,192.59
91	7/15/2033	\$11,011.63	\$135.34	\$135.34	\$110.48	\$24.87	\$10,901.16	\$3,217.46
92	8/15/2033	\$10,901.16	\$135.34	\$135.34	\$110.73	\$24.62	\$10,790.43	\$3,242.08
93	9/15/2033	\$10,790.43	\$135.34	\$135.34	\$110.98	\$24.37	\$10,679.45	\$3,266.44
94	10/15/2033	\$10,679.45	\$135.34	\$135.34	\$111.23	\$24.12	\$10,568.23	\$3,290.56
95	11/15/2033	\$10,568.23	\$135.34	\$135.34	\$111.48	\$23.87	\$10,456.75	\$3,314.43
96	12/15/2033	\$10,456.75	\$135.34	\$135.34	\$111.73	\$23.61	\$10,345.02	\$3,338.04
97	1/15/2034	\$10,345.02	\$135.34	\$135.34	\$111.98	\$23.36	\$10,233.04	\$3,361.41
98	2/15/2034	\$10,233.04	\$135.34	\$135.34	\$112.23	\$23.11	\$10,120.81	\$3,384.52
99	3/15/2034	\$10,120.81	\$135.34	\$135.34	\$112.49	\$22.86	\$10,008.32	\$3,407.37
100	4/15/2034	\$10,008.32	\$135.34	\$135.34	\$112.74	\$22.60	\$9,895.58	\$3,429.97
101	5/15/2034	\$9,895.58	\$135.34	\$135.34	\$113.00	\$22.35	\$9,782.58	\$3,452.32
102	6/15/2034	\$9,782.58	\$135.34	\$135.34	\$113.25	\$22.09	\$9,669.33	\$3,474.41
103	7/15/2034	\$9,669.33	\$135.34	\$135.34	\$113.51	\$21.84	\$9,555.82	\$3,496.25
104	8/15/2034	\$9,555.82	\$135.34	\$135.34	\$113.76	\$21.58	\$9,442.06	\$3,517.83
105	9/15/2034	\$9,442.06	\$135.34	\$135.34	\$114.02	\$21.32	\$9,328.04	\$3,539.15
106	10/15/2034	\$9,328.04	\$135.34	\$135.34	\$114.28	\$21.07	\$9,213.76	\$3,560.22
107	11/15/2034	\$9,213.76	\$135.34	\$135.34	\$114.54	\$20.81	\$9,099.22	\$3,581.03
108	12/15/2034	\$9,099.22	\$135.34	\$135.34	\$114.79	\$20.55	\$8,984.43	\$3,601.58
109	1/15/2035	\$8,984.43	\$135.34	\$135.34	\$115.05	\$20.29	\$8,869.37	\$3,621.87
110	2/15/2035	\$8,869.37	\$135.34	\$135.34	\$115.31	\$20.03	\$8,754.06	\$3,641.90
111	3/15/2035	\$8,754.06	\$135.34	\$135.34	\$115.57	\$19.77	\$8,638.48	\$3,661.67
112	4/15/2035	\$8,638.48	\$135.34	\$135.34	\$115.84	\$19.51	\$8,522.65	\$3,681.17
113	5/15/2035	\$8,522.65	\$135.34	\$135.34	\$116.10	\$19.25	\$8,406.55	\$3,700.42
114	6/15/2035	\$8,406.55	\$135.34	\$135.34	\$116.36	\$18.98	\$8,290.19	\$3,719.41
115	7/15/2035	\$8,290.19	\$135.34	\$135.34	\$116.62	\$18.72	\$8,173.57	\$3,738.13

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULED PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
116	8/15/2035	\$8,173.57	\$135.34	\$135.34	\$116.89	\$18.46	\$8,056.69	\$3,756.59
117	9/15/2035	\$8,056.69	\$135.34	\$135.34	\$117.15	\$18.19	\$7,939.54	\$3,774.78
118	10/15/2035	\$7,939.54	\$135.34	\$135.34	\$117.41	\$17.93	\$7,822.12	\$3,792.71
119	11/15/2035	\$7,822.12	\$135.34	\$135.34	\$117.68	\$17.66	\$7,704.44	\$3,810.38
120	12/15/2035	\$7,704.44	\$135.34	\$135.34	\$117.94	\$17.40	\$7,586.50	\$3,827.78
121	1/15/2036	\$7,586.50	\$135.34	\$135.34	\$118.21	\$17.13	\$7,468.29	\$3,844.91
122	2/15/2036	\$7,468.29	\$135.34	\$135.34	\$118.48	\$16.87	\$7,349.81	\$3,861.77
123	3/15/2036	\$7,349.81	\$135.34	\$135.34	\$118.75	\$16.60	\$7,231.06	\$3,878.37
124	4/15/2036	\$7,231.06	\$135.34	\$135.34	\$119.01	\$16.33	\$7,112.05	\$3,894.70
125	5/15/2036	\$7,112.05	\$135.34	\$135.34	\$119.28	\$16.06	\$6,992.77	\$3,910.76
126	6/15/2036	\$6,992.77	\$135.34	\$135.34	\$119.55	\$15.79	\$6,873.22	\$3,926.56
127	7/15/2036	\$6,873.22	\$135.34	\$135.34	\$119.82	\$15.52	\$6,753.39	\$3,942.08
128	8/15/2036	\$6,753.39	\$135.34	\$135.34	\$120.09	\$15.25	\$6,633.30	\$3,957.33
129	9/15/2036	\$6,633.30	\$135.34	\$135.34	\$120.36	\$14.98	\$6,512.94	\$3,972.31
130	10/15/2036	\$6,512.94	\$135.34	\$135.34	\$120.64	\$14.71	\$6,392.30	\$3,987.02
131	11/15/2036	\$6,392.30	\$135.34	\$135.34	\$120.91	\$14.44	\$6,271.39	\$4,001.45
132	12/15/2036	\$6,271.39	\$135.34	\$135.34	\$121.18	\$14.16	\$6,150.21	\$4,015.62
133	1/15/2037	\$6,150.21	\$135.34	\$135.34	\$121.45	\$13.89	\$6,028.76	\$4,029.51
134	2/15/2037	\$6,028.76	\$135.34	\$135.34	\$121.73	\$13.61	\$5,907.03	\$4,043.12
135	3/15/2037	\$5,907.03	\$135.34	\$135.34	\$122.00	\$13.34	\$5,785.03	\$4,056.46
136	4/15/2037	\$5,785.03	\$135.34	\$135.34	\$122.28	\$13.06	\$5,662.75	\$4,069.53
137	5/15/2037	\$5,662.75	\$135.34	\$135.34	\$122.56	\$12.79	\$5,540.19	\$4,082.31
138	6/15/2037	\$5,540.19	\$135.34	\$135.34	\$122.83	\$12.51	\$5,417.36	\$4,094.83
139	7/15/2037	\$5,417.36	\$135.34	\$135.34	\$123.11	\$12.23	\$5,294.25	\$4,107.06
140	8/15/2037	\$5,294.25	\$135.34	\$135.34	\$123.39	\$11.96	\$5,170.86	\$4,119.02
141	9/15/2037	\$5,170.86	\$135.34	\$135.34	\$123.67	\$11.68	\$5,047.19	\$4,130.69
142	10/15/2037	\$5,047.19	\$135.34	\$135.34	\$123.95	\$11.40	\$4,923.25	\$4,142.09
143	11/15/2037	\$4,923.25	\$135.34	\$135.34	\$124.23	\$11.12	\$4,799.02	\$4,153.21
144	12/15/2037	\$4,799.02	\$135.34	\$135.34	\$124.51	\$10.84	\$4,674.52	\$4,164.05
145	1/15/2038	\$4,674.52	\$135.34	\$135.34	\$124.79	\$10.56	\$4,549.73	\$4,174.60
146	2/15/2038	\$4,549.73	\$135.34	\$135.34	\$125.07	\$10.27	\$4,424.66	\$4,184.88
147	3/15/2038	\$4,424.66	\$135.34	\$135.34	\$125.35	\$9.99	\$4,299.31	\$4,194.87
148	4/15/2038	\$4,299.31	\$135.34	\$135.34	\$125.63	\$9.71	\$4,173.67	\$4,204.58
149	5/15/2038	\$4,173.67	\$135.34	\$135.34	\$125.92	\$9.43	\$4,047.75	\$4,214.01
150	6/15/2038	\$4,047.75	\$135.34	\$135.34	\$126.20	\$9.14	\$3,921.55	\$4,223.15
151	7/15/2038	\$3,921.55	\$135.34	\$135.34	\$126.49	\$8.86	\$3,795.06	\$4,232.00
152	8/15/2038	\$3,795.06	\$135.34	\$135.34	\$126.77	\$8.57	\$3,668.29	\$4,240.57
153	9/15/2038	\$3,668.29	\$135.34	\$135.34	\$127.06	\$8.28	\$3,541.23	\$4,248.86
154	10/15/2038	\$3,541.23	\$135.34	\$135.34	\$127.35	\$8.00	\$3,413.88	\$4,256.86
155	11/15/2038	\$3,413.88	\$135.34	\$135.34	\$127.63	\$7.71	\$3,286.25	\$4,264.57
156	12/15/2038	\$3,286.25	\$135.34	\$135.34	\$127.92	\$7.42	\$3,158.33	\$4,271.99
157	1/15/2039	\$3,158.33	\$135.34	\$135.34	\$128.21	\$7.13	\$3,030.12	\$4,279.12
158	2/15/2039	\$3,030.12	\$135.34	\$135.34	\$128.50	\$6.84	\$2,901.62	\$4,285.96

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULED PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
159	3/15/2039	\$2,901.62	\$135.34	\$135.34	\$128.79	\$6.55	\$2,772.82	\$4,292.52
160	4/15/2039	\$2,772.82	\$135.34	\$135.34	\$129.08	\$6.26	\$2,643.74	\$4,298.78
161	5/15/2039	\$2,643.74	\$135.34	\$135.34	\$129.37	\$5.97	\$2,514.37	\$4,304.75
162	6/15/2039	\$2,514.37	\$135.34	\$135.34	\$129.67	\$5.68	\$2,384.70	\$4,310.43
163	7/15/2039	\$2,384.70	\$135.34	\$135.34	\$129.96	\$5.39	\$2,254.74	\$4,315.81
164	8/15/2039	\$2,254.74	\$135.34	\$135.34	\$130.25	\$5.09	\$2,124.49	\$4,320.90
165	9/15/2039	\$2,124.49	\$135.34	\$135.34	\$130.55	\$4.80	\$1,993.95	\$4,325.70
166	10/15/2039	\$1,993.95	\$135.34	\$135.34	\$130.84	\$4.50	\$1,863.11	\$4,330.20
167	11/15/2039	\$1,863.11	\$135.34	\$135.34	\$131.14	\$4.21	\$1,731.97	\$4,334.41
168	12/15/2039	\$1,731.97	\$135.34	\$135.34	\$131.43	\$3.91	\$1,600.54	\$4,338.32
169	1/15/2040	\$1,600.54	\$135.34	\$135.34	\$131.73	\$3.61	\$1,468.81	\$4,341.94
170	2/15/2040	\$1,468.81	\$135.34	\$135.34	\$132.03	\$3.32	\$1,336.78	\$4,345.26
171	3/15/2040	\$1,336.78	\$135.34	\$135.34	\$132.33	\$3.02	\$1,204.45	\$4,348.27
172	4/15/2040	\$1,204.45	\$135.34	\$135.34	\$132.62	\$2.72	\$1,071.83	\$4,350.99
173	5/15/2040	\$1,071.83	\$135.34	\$135.34	\$132.92	\$2.42	\$938.91	\$4,353.41
174	6/15/2040	\$938.91	\$135.34	\$135.34	\$133.22	\$2.12	\$805.68	\$4,355.53
175	7/15/2040	\$805.68	\$135.34	\$135.34	\$133.52	\$1.82	\$672.16	\$4,357.35
176	8/15/2040	\$672.16	\$135.34	\$135.34	\$133.83	\$1.52	\$538.33	\$4,358.87
177	9/15/2040	\$538.33	\$135.34	\$135.34	\$134.13	\$1.22	\$404.20	\$4,360.09
178	10/15/2040	\$404.20	\$135.34	\$135.34	\$134.43	\$0.91	\$269.77	\$4,361.00
179	11/15/2040	\$269.77	\$135.34	\$135.34	\$134.73	\$0.61	\$135.04	\$4,361.61
180	12/15/2040	\$135.04	\$135.34	\$135.04	\$134.73	\$0.30	\$0.00	\$4,361.92



ESTIMATE

Sue Brosig
618 N. Clay St.
De Pere, WI 54115

ESTIMATE

Diamond Ridge Construction LLC Estimate

3459 Doris Creek Parkway

Eaton, WI 54303

Phone: (920) 264-6715 Fax: (920) 264-6712

Email: diamondridgeconstructionllc0@gmail.com

(mailto:diamondridgeconstructionllc0@gmail.com)

Date

05/26/2025

174

MAKE I
Diamond Ric

DEPO

CHE

Proc

Description

Total

Bath remodel	\$14,500.00
--------------	-------------

Prep for demo:

Install floor protection and plastic barriers as needed for dust and debris control

Demo, remove, and dispose existing:

Toilet

Vanity

Countertop

Sink and faucet

Mirror

Vanity light

Towel bars

Cast iron tub

4in tub surround tiles

Tub/ shower plumbing and water lines

Vinyl baseboards

Casing trim

Laundry access door

Flooring

Damaged sub floor

Damage drywall

WE ACCEPT

Bathroom Window

Install:

New sub floor as needed in the bathroom

Run wiring and switches for new ceiling fan and ceiling led flush mount shower light

Install new ceiling fan with ductwork going out to exterior siding wall or soffit (fan only no light or heating element)

Install new GFCI outlet

Install new water lines and tub/ shower valve kit

Install white 60" x 30" Sterling soaking bathtub (Left drain)

Install white 60" x 30" Sterling Traverse tub/ shower wall surround

Drywall and plaster as need to re texture the bathroom

Add a light skip trowel texture to the walls and ceiling

Paint walls and ceiling (color to be determined by homeowner)

Install new white vinyl double hung replacement window

Install trim around the window and apply caulking as needed

Install ceiling led flush mount shower light

Install new vanity light style to be determined

Install Shaw Resort Ocean Breeze Tile flooring with color match grout (grout may not be 100 % match)

Install new baseboards and casing trim

Install new oak 54" vanity with the sink centered

Install new hard surface countertop with white under mount rectangle basin

Install new water shut offs for the vanity faucet

Install new plumbing as needed for the vanity basin

Install new faucet

Install new mirror

Install new towel bars

Install new toilet paper holder

Install new toilet

Install new tub/ shower faucet kit

All plumbing and electrical to be tested

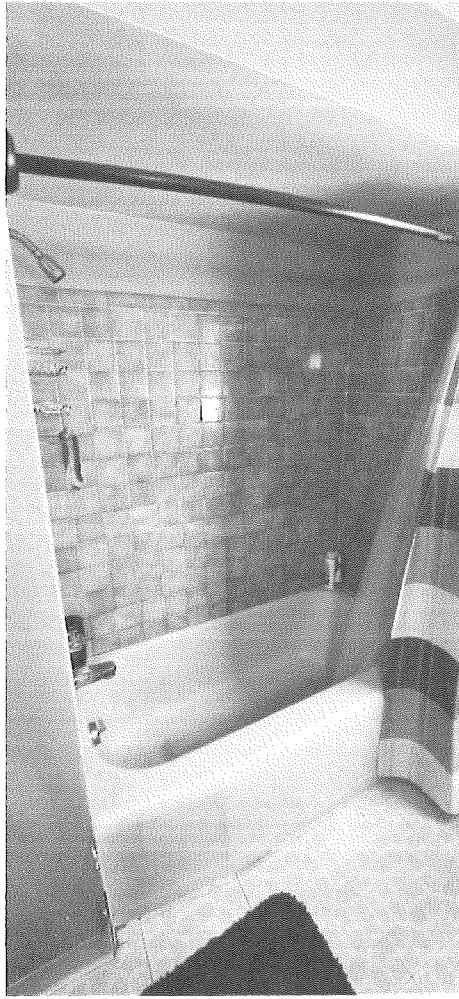
Final touch ups

Clean up and dispose of all remodeling debris

Subtotal	\$14,500.00
Total	\$14,500.00
Deposit Due	\$7,250.00











By signing this document, the customer agrees to the services and conditions outlined in this document.

Change orders require approval and signing of a new work proposal.
Change orders are required to be paid 100% at the signing of the new work proposal.

Forms of payment:

Debit cards, credit cards, and PayPal are subject to 3.5% cover charge.

Cash and checks are not subject to a cover charge.

Payments shall follow the payment schedule, or at least 50% payment is due on the day of signing the contract / work proposal.

Cancellation: Clients have 3 days to cancel after Signing. In the result of cancellation after the down-payment, with the request for a refund, all purchased materials not delivered to the jobsite, labor, and fees will be applied.

Final payment is due on the day of completion.

All work will be completed fully and properly to the extent of the outlined work proposal.

All work will be provided with a 1 year workmanship warranty. Which will start the day all work is completed.

Diamond Ridge Construction LLC

Sue Brosig

↑ Close

Finance Your Home Project

PAYMENTS STARTING FROM

\$239/month

Get Started

Checking rates won't affect credit score



ABOUT DIAMOND RIDGE CONSTRUCTION LLC

 License (https://s3.amazonaws.com/joist-uploads-document-attachments/51b9c98c-461c-44d1-805e-f2f2fc942272/Credential_Trades_Card_Renewal__20240206.pdf)

 **Insurance**  (<https://s3.amazonaws.com/joist-uploads-document-attachments/885bc5e5-5687-4641-b337-fbd491f9756c/ACORDForm20250406-201733.PDF>)



(<https://www.researchprotocols.org/2021/1/e24177>) (id=100089825891327&ipnibextid=ZbWKwL)

<https://client.joistapp.com/estimates/61d310352799fccf76481f8b>



ESTIMATE

...

Sue Brosig
618 N. Clay St.
DePere, WI 54115

ESTIMATE

Dian

Diamond Ridge Construction LLC Estimate #

177

8459 Dusk Creek Parkway

Date

618 N. Clay St. Wisconsin 54303

06/11/2025

DePere, WI 54115 (P: (920) 264-6712 (F: (920) 264-6712)

(920) 502-1012 diamondridgeconstructionllc0@gmail.com

(mailto:diamondridgeconstructionllc0@gmail.com)

Description

Total

WE

Description	Total
Replacement Windows & Metal Wraps	\$5,500.00

Remove and dispose 5 existing windows and metal trim wraps

Install:

2 - 34in W x 42in H Hawthorne white vinyl double hung replacement windows, includes double pane, argon gas, and new custom made white trim metal wraps

1 - 42in W x 42in H Hawthorne white vinyl double hung replacement window, includes double pane, argon gas, and new custom made white trim metal wraps

1 - 60in W x 42in H Hawthorne white vinyl 2 Wide double hung replacement window, includes double pane, argon gas, and new custom made white trim metal wraps (this one is considered 2 windows)

Clean up all construction debris

Subtotal	\$5,500.00
-----------------	-------------------

Total	\$5,500.00
--------------	-------------------

Deposit Due	\$2,750.00
--------------------	-------------------

Notes:

Estimate includes Materials, Labor, and disposal
(Does not include interior trim)









By signing this document, the customer agrees to the services and conditions outlined in this document.

Change orders require approval and signing of a new work proposal. Change orders are required to be paid 100% at the signing of the new work proposal.

Forms of payment:

Debit cards, credit cards, and PayPal are subject to 3.5% cover charge.

Cash and checks are not subject to a cover charge.

Payments shall follow the payment schedule, or at least 50% payment is due on the day of signing the contract / work proposal.

Cancellation: Clients have 3 days to cancel after Signing. In the result of cancellation after the down-payment, with the request for a refund, all

purchased materials not delivered to the jobsite, labor, and fees will be applied.

Final payment is due on the day of completion.

All work will be completed fully and properly to the extent of the outlined work proposal.

All work will be provided with a 1 year workmanship warranty. Which will start the day all work is completed.

Estimates are valid for 21 days, after which they are subject to change in the event there is a fluctuation in the price or availability of materials.

Diamond Ridge Construction LLC

Sue Brosig

↑ Close

Finance Your Home Project

PAYMENTS STARTING FROM

\$106/month

Get Started

Checking rates won't affect credit score



ABOUT DIAMOND RIDGE CONSTRUCTION LLC

 **License**  (https://s3.amazonaws.com/joist-uploads-document-attachments/51b9c98c-461c-44d1-805e-f2f2fc942272/Credential_Trades_Card_Renewal__20240206.pdf)

 **Insurance**  (<https://s3.amazonaws.com/joist-uploads-document-attachments/885bc5e5-5687-4641-b337-fbd491f9756c/ACORDForm20250406-201733.PDF>)



(<https://www.researchprotocols.org/2021/4/e17894>) (<https://doi.org/10.2196/2021.4.e17894>) (id=100089825891327&iid=ZbWKwL)



City of De Pere, Wisconsin

I.7

Request for Common Council Action

MEETING DATE: August 5, 2025
DEPARTMENT: Development Services
FROM: Quasan Shaw, Community & Economic Development Specialist
SUBJECT: Resolution #25-84 Approving Façade Improvement Project and authorizing disbursement of grant (301 Main Avenue - Parcel WD-906).
RECOMMENDED ACTION: Approve Facade Grant for 301 Main Ave

This item was unanimously approved by the Redevelopment Authority at its July 28, 2025 meeting.

ATTACHMENTS:

301 Main Avenue Council Memo 08052025, Reso25-84, 301.305 Main Site Concept and Cost

CITY OF DE PERE MEMO



To: Mayor James Boyd, Common Council
From: Quasan Shaw, Economic Development Planner
Date: August 5, 2025

RE: **Consideration and Possible Action on Façade Grant Request for 301 Main Avenue (WD-906), Gavic Holdings LLC.**

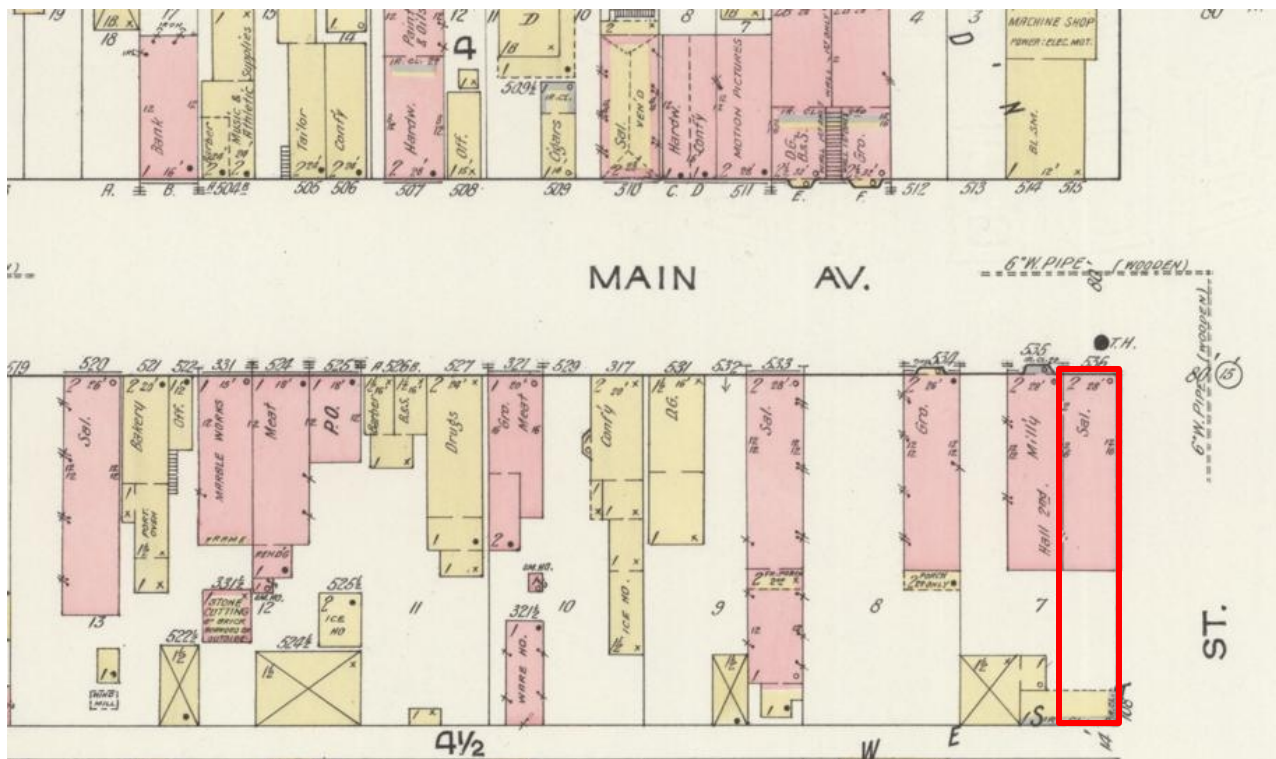
Background and History

Gavic Holdings LLC, land and building owner, submitted the attached façade grant application for 301 Main Avenue (formally 536 Main Ave). This building is home to several existing retail and residential spaces.



301 Main Ave Building Style

The building is a 2-story commercial vernacular building similar to other structures built around this time in De Pere. The building was constructed in 1887 and operated as a saloon, the building was a rectangular plan structure with brick-trimmed or stone accented cornices. The building was known as the “Frank DeBoth Building” according to the Wisconsin Historical Society.



301 Main Ave Façade Grant Eligibility and Proposed Scope of Work

The following section details the façade grant eligibility for each parcel.

- TID District No. 9
- Building Lengths (measured along the right of way)
- 301 Main Avenue: 126' Main Ave, Third Street, and alley rear.
- The property is eligible for a maximum grant award of \$30,000.
- Previous Façade Grant Awards – 2011 in an amount of \$10,000 for Main Ave and Third St façade repair. The work included window repair and tuckpoint the brick façade.
- Historic Designation – The building is part of the Main Avenue Historic District as designated at the federal and state level.

Proposed Scope of Work

The City received the façade grant application on April 25, 2025. The applicant will apply for a permit to replace all operable windows on first and second floors, replace glass storefront on south façade, and install new door and storefront on east facade. The applicant provided the attached cost estimates for the proposed work.

The façade grant program guide states that architectural designs and renderings that implement a historic renovation and/or follow the Main Street Design Guidelines are highly encouraged. Recommended Traditional Facade Components include:

- Commercial first floor and mixed-use/ residential second floor
- Large and transparent facade elements
- Exposed transom windows
- Maintain ornamental elements around windows, doors, and cornice
- Use colors and signage that are well-integrated with the building style

The project proposal appears to follow the Main Street Design Guidelines and is sensitive to the original building design and architecture. The property owner is working to expedite the proposed building improvements to complete the work in 2025/2026.

301 Main Ave Façade Grant - Façade Grant Project Estimate (Applicant Submission)				
Vendor	Detail	Amount	Eligible	Notes
TBD	Replace all operable windows on first and second floors.	\$11,250.00	☒	
	South storefront	\$10,000.00	☒	
	Painting	\$2,500.00	☒	
	Utilities	\$15,000.00	☒	
	Concrete	\$25,000.00	☒	
	Landscaping	\$10,000.00	☒	
	Structure	\$5,000.00	☒	
			☐	
			☐	
			☐	
			☐	
	Total	\$78,750.00		
	Total Eligible	\$78,750.00		
	Matching Eligible Investment	\$39,375.00		Grant Maximum
	Grant Match (Maximum)	\$30,000.00		\$30,000

Recommendation

Recommend approval of the façade grant request for 301 Main Avenue (WD-906), in an amount not to exceed \$30,000.00, to be funded by TID No. 9, and that the recommendation be forwarded to Council, subject to the following conditions:

- 1) Submittal of quotes for work completed prior to Common Council approval of the Façade Grant Agreement.
- 2) Submittal of all invoices for work completed prior to payments.
- 3) That final grant payment is calculated per program requirements based on paid invoices.

RESOLUTION #25-84

APPROVING FAÇADE IMPROVEMENT PROJECT AND
AUTHORIZING DISBURSEMENT OF GRANT
(301 Main Avenue - Parcel WD-906)

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 of \$1 of city funds for each \$1 of private funds for eligible façade improvement costs, not to exceed \$30,000.00 per parcel (for a building width of 121' or more), thereby increasing property values and tax increment during the life of the District; and

WHEREAS, Gavic Holdings, LLC, the owner of Parcel WD-906, has applied for a façade improvement grant for proposed exterior improvements to the south and east building façades and replacement of all operable windows on the first and second floors; and

WHEREAS, such application, attached and incorporated as Exhibit A, provides cost estimates for said improvements in the amount of \$78,750.00, with eligible expenses in excess of the maximum amount requirement; and

WHEREAS, this façade improvement project has been reviewed by the Redevelopment Authority which recommends approval of a façade improvement grant in the total amount not to exceed \$30,000.00, subject to the provisions set forth below.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Common Council approves the façade improvement contemplated in Exhibit A, as approved by the Redevelopment Authority, and thanks Tom Gavic, the Registered Agent of Gavic Holdings, LLC for investing in the De Pere downtown.

BE IT FURTHER RESOLVED THAT:

The Director of Development Services or designee (Director) is authorized to approve disbursement of the façade grant in an amount not to exceed \$30,000.00 to Gavic Holdings, LLC provided the following conditions are met:

1. After completion of the improvements, the Director receives copies of paid invoices/receipts from property owner showing the project is complete;
2. The City Building Inspection Department verifies to the Director that the work is complete and in compliance with all building codes; and
3. Final grant payment to be calculated based upon receipt review pursuant to program requirements.

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 5th day of August, 2025.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

RDA Approval: 07/28/2025



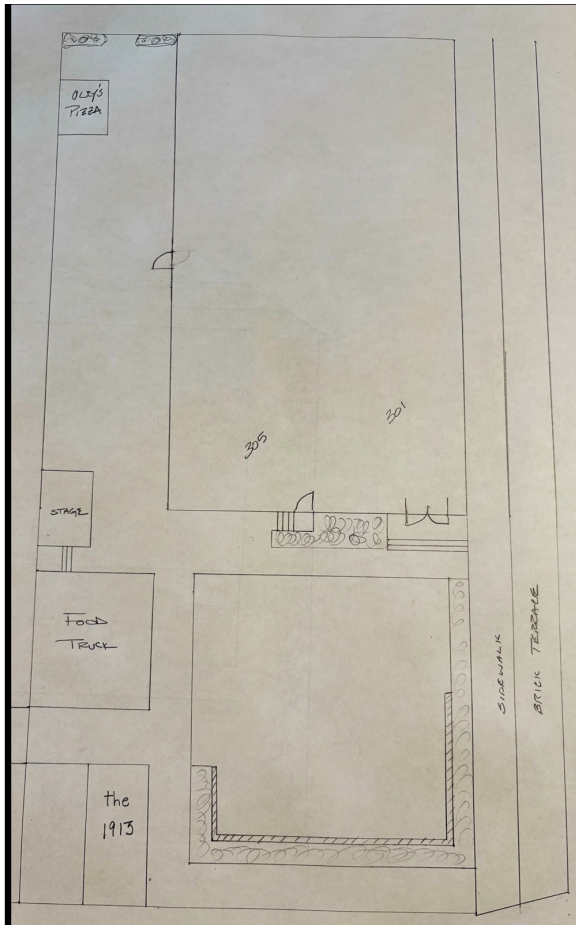
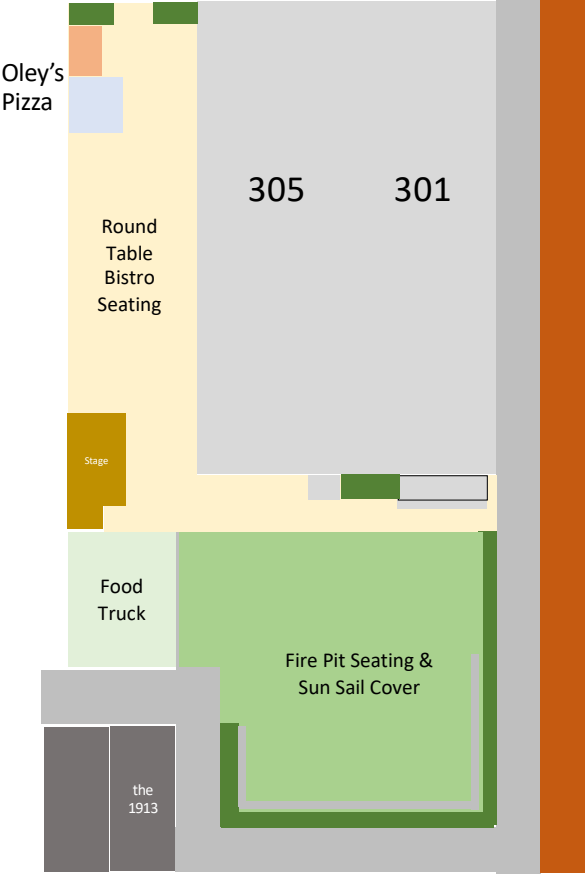
Nicolet Square 301/305 Main Site Plan Concept

DE PERE, W I S C O N S I N

Third Street

Site Scope of Work

• Excavation / Utilities	\$15,000
• Concrete (retaining wall / walks / entry)	\$25,000
• Stage	\$5,000
• Trees / Landscaping	\$10,000
• Hood Exhaust Relocation	\$5,000
• Shade Structure (poles for shade sails)	\$5,000
Total	\$65,000





City of De Pere, Wisconsin

I.8

Request for Common Council Action

MEETING DATE: August 5, 2025
DEPARTMENT: Development Services
FROM: Quasan Shaw, Community & Economic Development Specialist
SUBJECT: Resolution #25-85 Approving Façade Improvement Project and authorizing disbursement of grant (305 Main Avenue - WD-907).
RECOMMENDED ACTION: Approve facade grant fro 305 Main Ave

At its meeting on Monday, July 28, the Redevelopment Authority voted unanimously to forward this grant approval to the Common Council for review.

ATTACHMENTS:

305 Main Avenue Council Memo 08052025, Reso25-85, 301.305 Main Site Concept and Cost

CITY OF DE PERE MEMO



To: Mayor James Boyd and Common Council
From: Quasan Shaw, Economic Development Planner
Date: August 5, 2025

RE: **Consideration and Possible Action on Façade Grant Request for 305 Main Avenue (WD-907), Gavic Holdings LLC.**

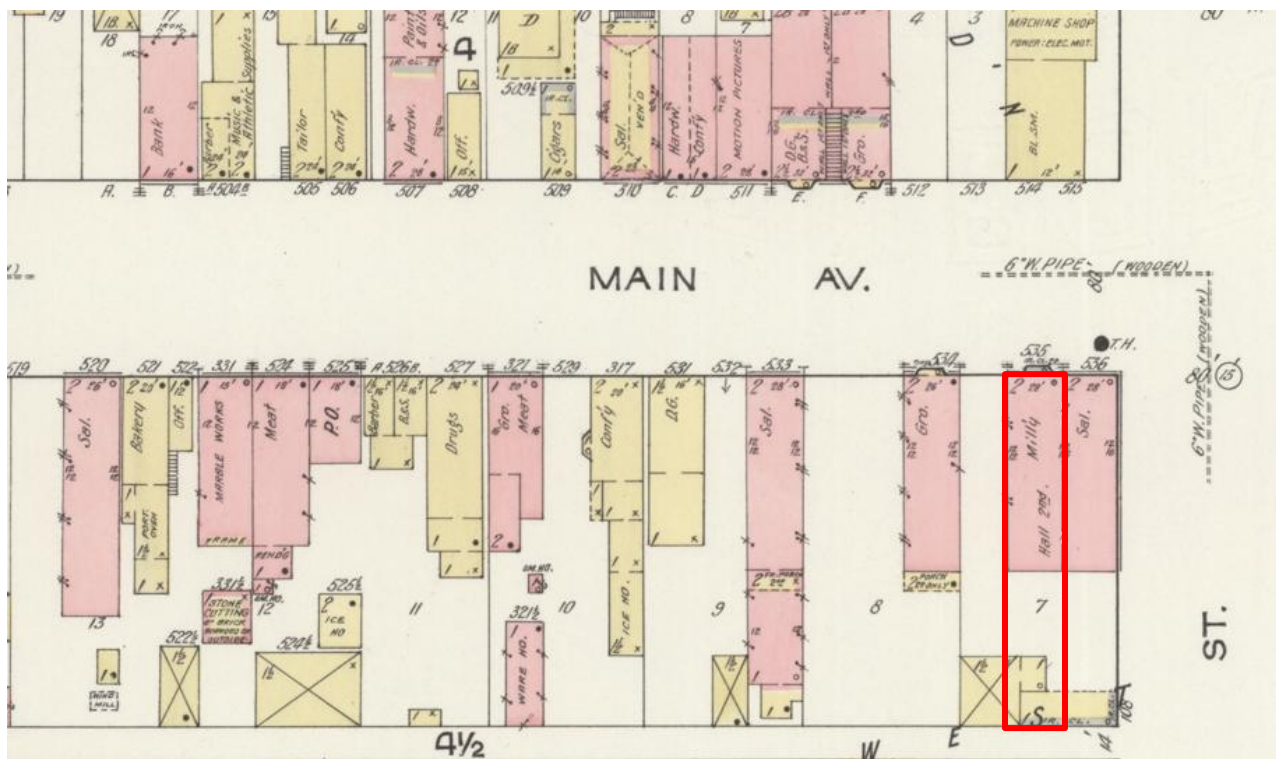
Background and History

Gavic Holdings LLC, land and building owner, submitted the attached façade grant application for 305 Main Avenue (formally 535 Main Ave) This building is home to several existing retail and residential spaces.



305 Main Ave Building Style

The building is a 2-story Queen Anne style building similar to other structures built around this time in De Pere. The building was constructed in 1913 and was a rectangular plan structure with brick-trimmed or stone accented cornices. The building was known as the "John Pfiffer Building" according to the Wisconsin Historical Society.



305 Main Ave Façade Grant Eligibility and Proposed Scope of Work

The following section details the façade grant eligibility for each parcel.

- TID District No. 9
- Building Lengths (measured along the right of way)
- 305 Main Avenue: 21' Main Ave and 21'alley rear.
- The property is eligible for a maximum grant award of \$10,000.
- Previous Façade Grant Awards - None
- Historic Designation – The building is part of the Main Avenue Historic District as designated at the federal and state level.

Proposed Scope of Work

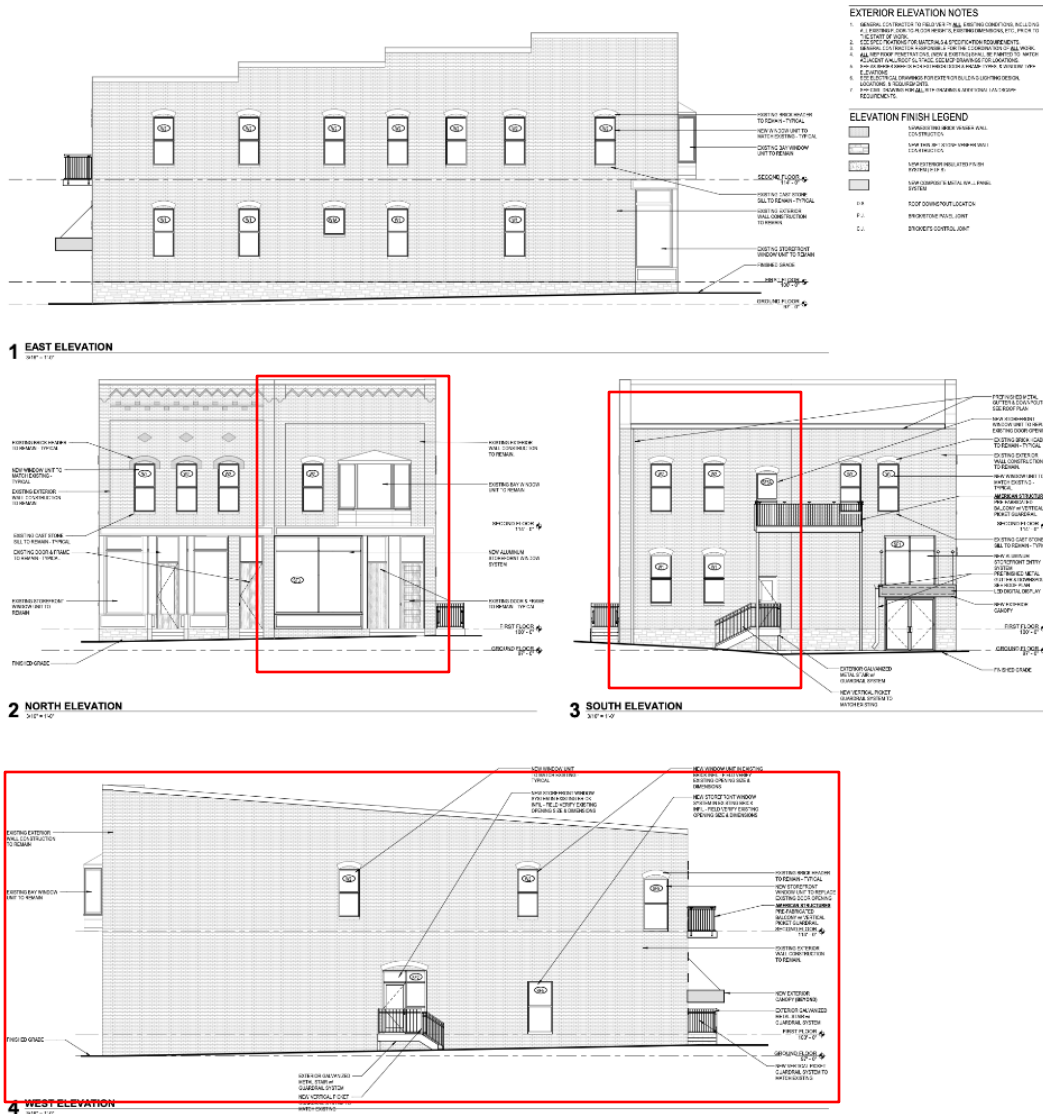
The City received the façade grant application on April 25, 2025. The applicant will apply for a permit to replace all operable windows on first and second floors, replace glass storefront on north façade of 305, and remove kitchen exhaust fan from rear to roof on south façade. Staff notes that the total amount of estimated improvements proposed would still be eligible for the \$10,000. The applicant provided the attached cost estimates for the proposed work.

The façade grant program guide states that architectural designs and renderings that implement a historic renovation and/or follow the Main Street Design Guidelines are highly encouraged. Recommended Traditional Facade Components include:

- Commercial first floor and mixed-use/ residential second floor
- Large and transparent facade elements
- Exposed transom windows
- Maintain ornamental elements around windows, doors, and cornice
- Use colors and signage that are well-integrated with the building style

The project proposal appears to follow the Main Street Design Guidelines and is sensitive to the original building design and architecture. The property owner is working to expedite the proposed building improvements to complete the work in 2025/2026.

305 Main Ave Façade Grant - Façade Grant Project Estimate (Applicant Submission)				
Vendor	Detail	Amount	Eligible	Notes
TBD	Replace all operable windows on first and second floors.	\$6,750.00	☒	
	North storefront	\$12,000.00	☒	
	East Storefront	\$5,000.00	☒	
	Extend kitchen fan to roof	\$5,000.00	☒	
	Painting	\$5,000.00	☒	
	Door	\$500.00	☒	
			☐	
			☐	
			☐	
			☐	
			☐	
	Total	\$34,250.00		
	Total Eligible	\$34,250.00		
	Matching Eligible Investment	\$17,125.00		Grant Maximum
	Grant Match (Maximum)	\$10,000.00		\$10,000



NOT FOR CONSTRUCTION

Issue Date: 08/08/2023

BUILDING 301/305 - EXTERIOR SHELL & REMODEL

301 3RD AVENUE SE, SUITE 100, SEATTLE, WA 98104

Project No: 2023-000000

Sheet: 1 of 1

EXTERIOR ELEVATIONS

Drawn by: J. Smith

Checked by: J. Smith

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

File No: A2-01

Funding

The applicant is eligible and requesting a \$10,000 grant based on their proposed scope of work and street frontage. While the owner has provided estimates, formal quotes must include detailed costs to be incorporated into the grant agreement to confirm eligibility for exterior improvements.

This is the second request in 2025 for the TID No. 9 Façade Grant Program. The 2025 budget allocated \$60,000 in grant funding from TID No. 9. If an award is granted to 305 Main Ave, \$20,000 will remain in the 2025 façade grant budget.

Recommendation

Recommend approval of the façade grant request for 305 Main Avenue (WD-907), in an amount not to exceed \$10,000.00, to be funded by TID No. 9, and that the recommendation be forwarded to Council, subject to the following conditions:

- 1) Submittal of quotes for work completed prior to Common Council approval of the Façade Grant Agreement.

- 2) Submittal of all invoices for work completed prior to payments.
- 3) That final grant payment is calculated per program requirements based on paid invoices.

RESOLUTION #25-85

APPROVING FAÇADE IMPROVEMENT PROJECT AND
AUTHORIZING DISBURSEMENT OF GRANT
(305 Main Avenue - Parcel WD-907)

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 of \$1 of city funds for each \$1 of private funds for eligible façade improvement costs, not to exceed \$10,000.00 per parcel (for a building width of 1' to 60'), thereby increasing property values and tax increment during the life of the District; and

WHEREAS, Gavic Holdings, LLC, the owner of Parcel WD-907, has applied for a façade improvement grant for proposed exterior improvements to the south and north building façades and replacement of all operable windows on the first and second floors; and

WHEREAS, such application, attached and incorporated as Exhibit A, provides cost estimates for said improvements in the amount of \$34,250.00, with eligible expenses in excess of the maximum amount requirement to secure the grant; and

WHEREAS, this façade improvement project has been reviewed by the Redevelopment Authority which recommends approval of a façade improvement grant in the total amount not to exceed \$10,000.00, subject to the provisions set forth below.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Common Council approves the façade improvement contemplated in Exhibit A, as approved by the Redevelopment Authority, and thanks Tom Gavic, the Registered Agent of Gavic Holdings, LLC for investing in the De Pere downtown.

BE IT FURTHER RESOLVED THAT:

The Director of Development Services or designee (Director) is authorized to approve disbursement of the façade grant in an amount not to exceed \$10,000.00 to Gavic Holdings, LLC provided the following conditions are met:

1. After completion of the improvements, the Director receives copies of paid invoices/receipts from property owner showing the project is complete;
2. The City Building Inspection Department verifies to the Director that the work is complete and in compliance with all building codes; and
3. Final grant payment to be calculated based upon receipt review pursuant to program requirements.

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 5th day of August, 2025.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

RDA Approval: 07/28/2025



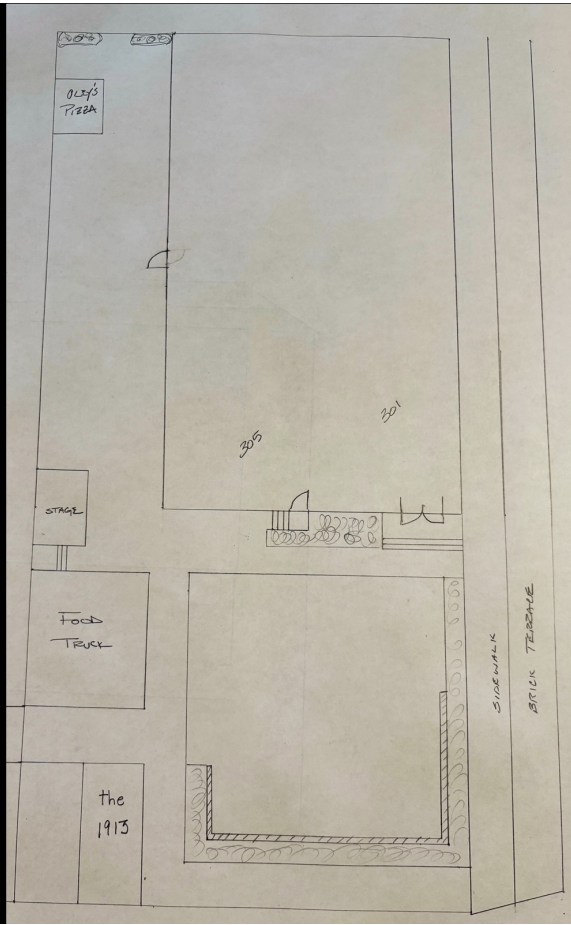
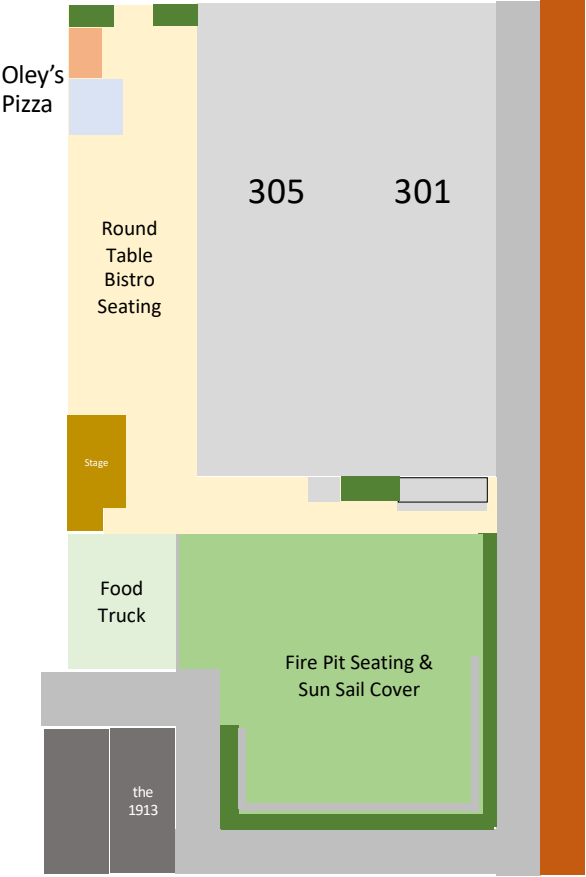
Main Avenue

Third Street

Nicolet Square 301/305 Main Site Plan Concept

DE PERE, W I S C O N S I N

Site Scope of Work		
• Excavation / Utilities		\$15,000
• Concrete (retaining wall / walks / entry)		\$25,000
• Stage		\$5,000
• Trees / Landscaping		\$10,000
• Hood Exhaust Relocation		\$5,000
• Shade Structure (poles for shade sails)		\$5,000
	Total	\$65,000





Request for Common Council Action

MEETING DATE: August 5, 2025
DEPARTMENT: Parks, Recreation & Forestry
FROM: Marty Kosobucki, Parks, Recreation and Forestry Director
SUBJECT: Resolution #25-86 Authorizing Temporary Limited Easement to the Wisconsin Department of Transportation (Parcel ED-287).
RECOMMENDED ACTION: Staff recommends approval

The Wisconsin Department of Transportation (WisDOT) is requesting a temporary limited easement (TLE) for grading at Wells Park. WisDOT is resurfacing Broadway Street from Cook Street to Merrill Street under Project ID 4085-65-01/23/72. As part of the project, curb ramps at intersections are being modified to meet updated ADA accessibility requirements. The curb ramp at the northwest corner of Broadway and Merrill Street (at Wells Park) is being reconstructed with minor grade changes. To match back into the park once the curb ramp is reconstructed, WisDOT is requesting the attached TLE. The TLE is only required during construction and is not permanent. Grading at the park will be minimal. Staff supports the TLE request.

This matter was reviewed by the Board of Park Commissioners at its meeting on May 15, 2025, and upon unanimous vote of the Board, this matter is moving forward for final Council approval.

ATTACHMENTS:

Reso25-86, WisDOT Temporary Limited Easement, Memo.WDOT Easement Request

RESOLUTION #25-86

AUTHORIZING TEMPORARY LIMITED EASEMENT DONATION
TO THE WISCONSIN DEPARTMENT OF TRANSPORTATION
(Parcel ED-287)

WHEREAS, as part of the resurfacing of Broadway Street from Cook Street to Merrill Street, the Wisconsin Department of Transportation is seeking a Temporary Limited Easement for a portion of City property for construction/modifications of curb/curb ramps at Wells Park in connection with needed improvements to South Broadway Street and updated ADA accessibility requirements; and

WHEREAS, in consideration of the cost-sharing arrangement and formulas, it is determined to be in the best interest of City to donate the necessary property to advance this project, pursuant to the terms and conditions of the attached Donation Recommendation and Approval and Temporary Limited Easement documents attached hereto.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Common Council hereby approves the donation of a portion of Parcel ED-287 to Wisconsin Department of Transportation in advancement of the grading improvements to curb ramps at Wells Park in connection with resurfacing South Broadway Street from Cook Street to Merrill Street and authorizes the City Manager to execute all necessary documents, including the attached Donation – Waiver of Appraisal Recommendation and Approval and Temporary Limited Easement.

BE IT FURTHER RESOLVED THAT:

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 5th day of August, 2025.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Board/Committee Approval: 05/15/2025

**WisDOT Division of Transportation System
Development - Northeast Region Office**
944 Vanderperren Way
Green Bay, WI 54304

Governor Tony Evers
Secretary Kristina Boardman
wisconsindot.gov
Telephone: (920) 492-5643
FAX: (920) 492-5640
Email: ner.dtsd@dot.wi.gov



Owner
City of De Pere, a municipal corporation

Acres/sq. ft. required
No FEE

Interest required
87.00 sq. ft. of Temporary Limited Easement (TLE)

Having been fully informed of their rights, the undersigned owner(s) of the above identified lands have decided to waive their right to see the estimated value of their donation.

The undersigned owner(s) further state that the decision to waive their right to see the estimated value of their donation was made without undue influences or coercive action of any nature.

It is intended that the instrument of conveyance will be executed upon presentation by Department of Transportation agents or representatives.

Owner Signature _____ Date _____

Print Name _____

Owner Signature _____ Date _____

Print Name _____

APPROVING AUTHORITY RECOMMENDATION:

Agent Signature _____ Date _____

Trevin Peters
Print Name _____

APPROVING AUTHORITY APPROVAL:

Management Signature _____ Date _____

Print Name _____

Project
4085-65-23

County
Brown

Parcel
2

**DONATION - WAIVER OF APPRAISAL
RECOMMENDATION AND APPROVAL**

RE1896 01/2023 Ch. 32 Wis. Stats.

Wisconsin Department of Transportation

Owner

City of De Pere, a municipal corporation

Acres/sq. ft. required
No FEE

Interest required
87.00 sq. ft. of Temporary Limited Easement (TLE)

The undersigned owner(s) of the above lands declare an intent to donate said lands.

Having been fully informed of the right to have the property appraised and to receive just compensation based upon an appraisal, the undersigned further state that the decision to donate said lands was made without any undue influence or coercive action of any nature, and that the right to an appraisal and to just compensation is hereby waived.

It is intended that the instrument of conveyance will be executed upon presentation by Wisconsin Department of Transportation agents or representatives.

Owner Signature

Date

Print Name

Owner Signature

Date

Print Name

APPROVING AUTHORITY RECOMMENDATION:

Agent Signature

Date

Trevin Peters

Print Name

APPROVING AUTHORITY APPROVAL:

Management Signature

Date

Print Name

Project
4085-65-23

County
Brown

Parcel
2

TEMPORARY LIMITED EASEMENT

Wisconsin Department of Transportation

Exempt from fee: s. 77.25(2r) Wis. Stats.

Exempt from filing transfer form [s. 77.21(1), 77.22(1) Wis. Stats.]

RE1577 01/2023

THIS EASEMENT, made by **City of De Pere**, a municipal corporation GRANTOR, conveys a temporary limited easement as described below to the **City of De Pere**, GRANTEE, for the sum of **One Dollar and Other Valuable Consideration (\$1.00)** for the purpose of **Grading**.

Any person named in this conveyance may make an appeal from the amount of compensation within six months after the date of recording of this conveyance as set forth in s. 32.05(2a) Wisconsin Statutes. For the purpose of any such appeal, the amount of compensation stated on the conveyance shall be treated as the award, and the date the conveyance is recorded shall be treated as the date of taking and the date of evaluation.

Other persons having an interest of record in the property: **None**

LEGAL DESCRIPTION IS ATTACHED AND MADE A PART OF THIS DOCUMENT BY REFERENCE.

This space is reserved for recording data

Return to

Wisconsin Department of Transportation
944 Vanderperren Way
Green Bay, WI 54304

Parcel Identification Number/Tax Key Number
ED-287

Signature _____ Date _____

City of De Pere, a municipal corporation

Print Name _____

Signature _____ Date _____

Print Name _____

Signature _____ Date _____

Print Name _____

Signature _____ Date _____

Print Name _____

Signature _____ Date _____

State of _____)
County) ss.

On the above date, this instrument was acknowledged before me by the above person(s).

The signer was: _____ Physically in my presence. OR _____ In my presence involving the use of communication technology.

Signature, Notary Public, State of _____

Print or Type Name, Notary Public, State of _____

Date Commission Expires _____

Project ID
4085-65-23

This instrument was drafted by
City of De Pere

2

LEGAL DESCRIPTION

Parcel 2

A Temporary Limited Easement (TLE) is a right for construction purposes as defined herein, including the right to operate necessary equipment thereon, the right of ingress and egress, as long as required for such public purpose, including the right to preserve, protect, remove or plant thereon any vegetation the highway authorities may deem desirable. All TLEs expire at the completion of the construction project for which this instrument is given.

A parcel of land located in Lot 7, Block 64, of Dickinson's Addition to The Plat of De Pere, City of De Pere, Brown County, Wisconsin, more fully described as follows:

Commencing at the southeast corner of said Lot 7;
Thence westerly along the southerly line of said Lot 7, 21.37 feet;
Thence easterly 17.70 feet;
Thence northerly 10.72 feet parallel to the east line of Lot 7;
Thence easterly 3.00 feet to the East line of said Lot 7;
Thence southerly along said East line of Lot 7, 16.00 feet to the point of beginning.

Containing 87 square feet, more or less.

Subject to all other easements, restrictions and covenants, recorded and unrecorded.

STATEMENT TO CONSTRUCTION ENGINEER

Wisconsin Department of Transportation
RE1528 10/2024 s. 84.09 Wis. Stats.

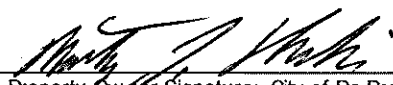
Copies to: project engineer and owner

Owner Name(s) City of De Pere, a municipal corporation	Property Address 230 S Broadway De Pere, WI 54115 Mailing Address 335 S. Broadway, 925 S. Sixth St. De Pere, WI 54115	Area code - phone Home: Cell: Work: (920) 339-4061 Email:
Tenant, if any	Property Address 230 S Broadway De Pere, WI 54115 Mailing Address	Area code - phone Home: Cell: Work: Email:

- All commitments agreed upon between negotiator and property owner are listed below.
- All commitments are subject to approval of Wisconsin Department of Transportation.
- Basic concepts of construction project have been explained to owner.
- No other commitments, either verbal or implied, are valid.

Commitments made (fences, driveways, trees, drainage or other items):
Wells Park Sign within TLE area will not be impacted during construction

Other matters of interest and owner concerns:


Property Owner Signature: City of De Pere, a municipal corporation
Date

Negotiator Signature _____ Date

Property Owner Signature: City of De Pere, a municipal corporation
Date

Trevin Peters
Print Negotiator Name

Commitments Approved:

Approving Authority Signature and Title _____

_____ Date

Print Approving Authority Name _____

Project ID
4085-65-23

County
Brown

Parcel No.
2

NOTES:

THIS EXHIBIT IS A GRAPHIC REPRESENTATION AND IS FOR REFERENCE PURPOSES ONLY. REFER TO THE CONVEYANCE DOCUMENT FOR PARCEL RELATED DETAILS.

PURPOSE OF ALL TLES IS FOR GRADING, UNLESS OTHERWISE NOTED.

R/W PROJECT NUMBER: 4085-65-23

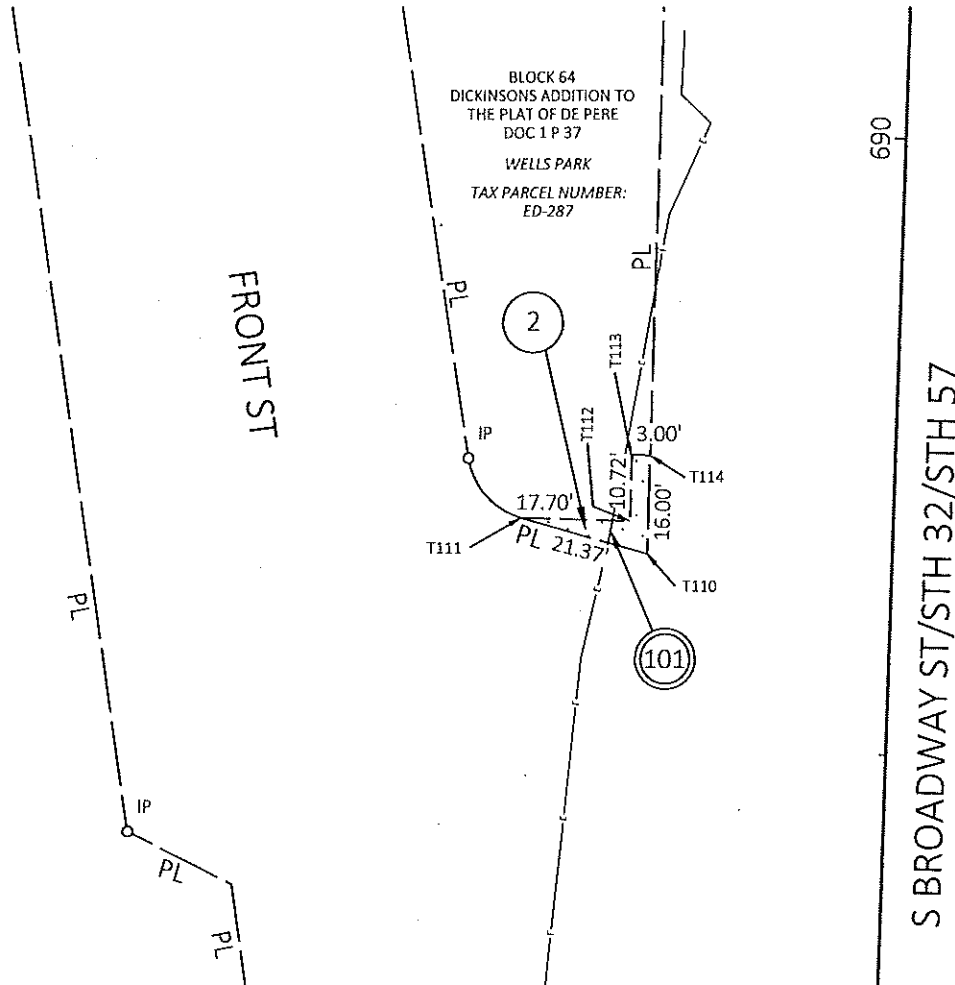
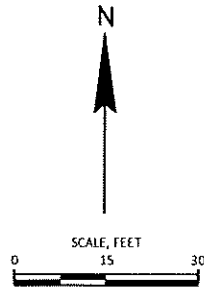
EXHIBIT NUMBER: 2

TLE ACQUISITION EXHIBIT
CITY OF DE PERE, S BROADWAY STREET
COOK STREET TO MERRILL STREET

STH 32

BROWN COUNTY

THAT PART OF LOT 7, BLOCK 64, DICKINSON'S ADDITION TO THE PLAT OF DE PERE, CITY OF DE PERE, BROWN COUNTY, WISCONSIN.



**SCHEDULE OF LANDS
& INTERESTS REQUIRED**

OWNERS NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE DEPARTMENT

PARCEL NUMBER	OWNER(S)	INTEREST REQUIRED	TLE SQUARE FEET
2	CITY OF DE PERE	TLE	87

UTILITY INTERESTS REQUIRED

UTILITY NUMBER	UTILITY OWNER(S)	INTEREST REQUIRED
101	WISCONSIN PUBLIC SERVICE	RELEASE OF RIGHTS

THIS MAP IS APPROVED FOR THE DEPARTMENT OF TRANSPORTATION
NORTHEAST REGION - GREEN BAY

SIGNATURE: *Trevin Peters* DATE: _____

PRINT NAME: Trevin Peters 2/04/2025

CITY OF DE PERE MEMO



To: Board of Park Commissioners
From: Marty Kosobucki
Director of Parks, Recreation and Forestry
Date: May 15, 2025

RE: WDOT Easement request

The Wisconsin Department of Transportation is requesting an easement to perform work related to curb/curb ramps. Once the work is completed the easement terminates. Our City Engineer is in support of the easement request.



Request for Common Council Action

MEETING DATE: August 5, 2025
DEPARTMENT: Administration
FROM: James Boyd, Mayor
SUBJECT: Reappointments to the following boards and commissions by Mayor Boyd:
RECOMMENDED ACTION: motion to approve

I am submitting the following names for reappointment at the August 5th meeting of the Common Council. Please contact me in advance of the meeting if you should have an issue with any of the reappointments.

Board of Appeals

Bob De Groot, Michelle Manke, Andy Van Remortel
Terms to expire: June 30, 2027

Scott Bonfigt, Mike LaBouve, Krista Seidl
Terms to expire: June 30, 2028

Board of Health

Teresa Gulyas
Term to expire: April 30, 2028

Board of Park Commissioners

Jim Kneiszel
Term to expire: April 30, 2027

Randy Soquet
Term to expire: April 30, 2028

Commission on Aging

Rae Ann Doolan, Theresa Reiter, Larry Vande Hei
Terms to expire: April 30, 2028

Green Bay Area Room Tax Commission

Pam Manley
Term to expire: April 30, 2026

Housing Authority

Patti Golueke
Term to expire: December 1, 2030

Plan Commission

Grant Schilling
Term to expire: April 30, 2027

Brenda Busch, Mark Higgins, Shane Raymaker
Terms to expire: April 30, 2028

Police & Fire Commission

Erin Bongers
Term to expire: April 30, 2030

Redevelopment Authority

Julie Van Straten
Term to expire: September 30, 2029

ATTACHMENTS:

None